



# CHARTER TOWNSHIP OF HIGHLAND

1600 W. Highland Rd – Training Room - Highland, Michigan 48357 248/887-3791

## REGULAR BOARD OF TRUSTEES MEETING AGENDA October 3, 2022 - 6:30 P.M.

1. Call Meeting to Order
2. Pledge of Allegiance
3. Roll
4. Approval of Agenda
5. Consent Agenda Approval  
Approve:
  - a) Board of Trustees Budget Workshop Minutes dated September 26, 2022
  - b) List of Bills dated October 6, 2022 plus additions
  - c) Approve Snowplow Contract 2022-2023Receive and File:  
Library Board Meeting Minutes – August 2022  
Library Director's Report – August 2022
6. Announcements and Information Inquiry:
  - a) Health Fair – October 10th 10 am – 1pm at Fire Station No. 1
  - b) Highland Farmers' Market – Saturday, October 8th, 9am – 1 pm
  - c) Highland Garden Club Speaker, The Milkweed Community - More than Monarchs, October 10th<sup>at</sup> the Station House, Doors open at 6:30 p.m. \$5.00 fee
  - d) Second week of October is Fire Prevention Week
  - e) Pancake breakfast October 16th from 9:00 a.m. – Noon at Fire Station No. 1.
  - f) Veteran Day Ceremony – Brief Ceremony 11:00 a.m. Highland Memorial Park  
All Veterans are invited to attend recognition ceremonies at:

11/10/22	12:00 p.m.	Milford High School
11/11/22	8:30 a.m.	Kurtz Elementary
11/14/22	8:20 a.m.	Muir Middle School
11/14/22	11:45 a.m.	Oak Valley Middle School
11/15/22	11:00 a.m.	Lakeland High School
7. Presentation  
Highland Downtown Development Authority - DDA Main Street - MSOC Accreditation
8. Public Comment
9. New Business:
  - a) Use Requiring Special Approval – 22-01 Prime Time Self Storage
  - a) Letter of Understanding for the 2023 Wage Agreements for IAFF and MAFF Labor Groups
10. Adjourn

This zoom connection will be available to the public: <https://us02web.zoom.us/j/89561235560>  
Meeting ID: 895 6123 5560

Any member of the audience wishing to address the board will be asked to state his/her name and address. Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the Clerk's office at (248) 887-3791 prior to the meeting. Our staff will be pleased to make the necessary arrangements.

1. Call Meeting to Order

Time: \_\_\_\_\_

Number of Visitors: \_\_\_\_\_

## 2. Pledge of Allegiance

# Township Board Meeting Roll

Date: October 3, 2022

Present

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Absent

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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\_\_\_\_\_  
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\_\_\_\_\_

Board Member

Rick A. Hamill  
Tami Flowers  
Jenny Frederick  
Judy Cooper  
Brian Howe  
Beth Lewis  
Joseph Salvia

Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

#### 4. Approval of Agenda

## 5a. Consent Agenda Approval

- a) Board of Trustees Budget Workshop Minutes dated September 26, 2022
- b) List of Bills dated October 6, 2022 plus additions
- c) Approve Snowplow Contract 2022-2023

CHARTER TOWNSHIP OF HIGHLAND  
REGULAR BOARD OF TRUSTEES MEETING  
August 8, 2022 - 6:30 p.m.

The meeting was called to order at 6:30 p.m. with the Pledge of Allegiance.

Roll Call: Rick Hamill, Supervisor  
Tami Flowers, Clerk  
Jennifer Frederick, Treasurer  
Judy Cooper, Trustee  
Brian Howe, Trustee  
Beth Lewis, Trustee  
Joseph Salvia, Trustee

Also Present: Ken Chapman, Fire Chief

Visitors: 1

**Approval of Agenda:**

Mr. Hamill added Resurface Basketball and Tennis Courts at Duck Lake Pines Park under New Business Item 8e. Mrs. Cooper moved to approve the Agenda as amended. Mrs. Lewis supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, Salvia – yes.

**Consent Agenda Approval:**

**Approve:**

- a) Board of Trustees Minutes dated August 8, 2022
- b) List of Bills dated August 25, September 8, and September 22, 2022 plus additions
- c) Appoint Sue Odden as an Alternate to the Board of Review
- d) Legal Services Rate Increase Request

**Receive and File:**

Activity Center – Minutes, Treasurer’s Report, Stats – July and August 2022  
Building Department Report – July, 2022  
DDA Minutes – July 20, 2022  
Financial Report – July and August 2022  
Fire Department Report – July and August 2022  
Treasurer’s Report – July and August 2022

Mrs. Cooper moved to approve the Consent Agenda as presented. Mrs. Lewis supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, Salvia – yes.

**Announcements and Information Inquiry:**

- a) Health Fair – October 10, 2022 from 10 am – 1pm at Fire Station No. 1
- b) Highland Farmers’ Market – Saturday 9am – 1 pm until October 8<sup>th</sup>
- c) Meet and Greet Candidates on Tuesday, September 27<sup>th</sup>, from 6-9 p.m. at Milford High School Cafeteria.

**Public Comment:**

Several Veterans Day Celebrations are scheduled including Veteran’s Day Celebration at Lakeland High School Tuesday, November 15<sup>th</sup>. October 10<sup>th</sup> Garden Club Meeting. Second week of October is Fire Prevention Week. October 16<sup>th</sup> pancake breakfast from 9:00 a.m. – noon at Fire Station No. 1.

**New Business:**

- a) Discussion of 2023 Budget

The Board reviewed the proposed 2023 Budget.

- b) Request to Purchase a Fire Engine

Mr. Salvia moved to approve the purchase of a Rosenbauer Demo Apparatus not to exceed \$400,000.00. Mr. Howe supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, Salvia – yes.

- c) Budget Amendment - Fire Capital

Mr. Hamill moved to approve the Budget Amendment – Fire Capital as presented. Mrs. Cooper supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, Salvia – yes.

- d) Presentation for Fire Department Budget

Captain Chapman presented the proposed 2023 Fire Department Budget.

- e) Resurface Basketball and Tennis Courts at Duck Lake Pines Park

Mr. Hamill moved to approve waiving the Purchasing Policy for this project. Ms. Frederick supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, Salvia – yes.

Mr. Hamill moved to award the bid to K & R Concrete in the amount of \$42,306 to place 3 to 5 inch cap over the basketball courts and 3 to 5 inch cap over the tennis courts. Mrs. Cooper supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, Salvia – yes.



Mrs. Cooper moved to authorize the Supervisor to purchase concrete in an amount not to exceed \$30,000.00 for both the basketball and tennis courts project. Mrs. Lewis supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, Salvia – yes.

**Adjourn:**

Supervisor Hamill adjourned the meeting at 9:07 p.m.

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Tami Flowers, MiPMC  
Highland Township Clerk

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Rick A. Hamill  
Highland Township Supervisor

UNAPPROVED

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
<b>GENERAL FUND</b>					
<b>101-000-202.001 BUILDING BONDS PAYABLES</b>					
6607	800 NEW LOOK	101-ESCROW/BUILDING	B22-00388	09/27/2022	500.00
6607	800 NEW LOOK	101-ESCROW/BUILDING	B22-00436	09/27/2022	250.00
1826	CURTIS BUILDERS	101-ESCROW/BUILDING	B21-01132	09/19/2022	125.00
4493	FRESH OUTLOOK CONSTRUCTION	101-ESCROW/BUILDING	B22-00284	09/27/2022	250.00
5917	HANSON'S WINDOW & CONST.	101-ESCROW/BUILDING	B21-00309	09/27/2022	250.00
5917	HANSON'S WINDOW & CONST.	101-ESCROW/BUILDING	B21-01002	09/27/2022	125.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B21-00737	09/27/2022	60.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B22-00403	09/27/2022	57.00
6655	MILLS SIDING & ROOFING	101-ESCROW/BUILDING	B22-00460	09/27/2022	125.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-00440	09/27/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-00451	09/27/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B22-00088	09/21/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B22-00308	09/27/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B22-00368	09/27/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B22-00391	09/19/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-REINSPECTION	B22-00403	09/27/2022	57.00-
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B22-00403	09/27/2022	250.00
4489	NORTHBOUND CONTRACTING	101-ESCROW/BUILDING	B22-00448	09/07/2022	125.00
6041	PELLA WINDOWS & DOORS INC.	101-ESCROW/BUILDING	B22-00304	09/27/2022	250.00
7037	POWER HOME REMODELING GROUP LLC	101-ESCROW/BUILDING	B21-00542	09/27/2022	125.00
6826	RENEWAL BY ANDERSON LLC	101-REINSPECTION FEE	B21-00737	09/27/2022	60.00-
6826	RENEWAL BY ANDERSON LLC	101-ESCROW/BUILDING	B21-00737	09/27/2022	125.00
6746	ROOFING & BEYOND	101-ESCROW/BUILDING	B22-00473	09/27/2022	250.00
5609	SANBORN, DERRICK ROY	101-ESCROW/BUILDING	B21-01054	09/27/2022	500.00
4488	TITLE BROTHER CONSTRUCTION	101-ESCROW/BUILDING	B21-01030	09/21/2022	250.00
6102	WALLSIDE INC.	101-ESCROW/BUILDING	B21-01129	09/27/2022	125.00
<b>101-000-202.005 PLANNING BONDS PAYABLES</b>					
2284	HUBBELL ROTH & CLARK INC.	101-PRIME TIME STORAGE	0200149	09/21/2022	448.05
2284	HUBBELL ROTH & CLARK INC.	101-HIGHLAND AUTO WASH STUDY PLAN	0200152	09/21/2022	1,298.07
<b>101-000-231.002 STATE W/H</b>					
1106	STATE OF MICHIGAN	101-STATE W/H 38-6026891 SUW MONTHLY/QUARTERLY	SEPT 2022	09/27/2022	10,679.46
Total :					17,550.58
<b>CLERK</b>					
<b>101-215-820.000 CLERK: DUES/ED/TRAVEL</b>					
1274	MICH ASSOC OF MUNICIPAL CLERKS	101-MASTER ACADEMY-MECKLENBORG	09282022	09/28/2022	450.00
1274	MICH ASSOC OF MUNICIPAL CLERKS	101-MASTER ACADEMY-FLOWERS	9282022	09/28/2022	450.00

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
Total CLERK:					900.00
<b>GENERAL GOVERNMENT</b>					
<b>101-261-728.000 GEN GOV: OFFICE SUPPLIES</b>					
2541	STAPLES	101-POSTAGE INK	3518149863	09/14/2022	61.99
<b>101-261-801.001 GEN GOV: PROF SERVICES</b>					
2284	HUBBELL ROTH & CLARK INC.	101-WATER SYSTEM STUDY PLAN	0200153	09/21/2022	8,911.82
2284	HUBBELL ROTH & CLARK INC.	101-TIMBER RIDGE FIRE FLOW REVIEW	0200154	09/21/2022	2,714.86
<b>101-261-821.000 GEN GOV: MEMBER FEES</b>					
9189	MICHIGAN ECONOMIC DEVELOPERS ASSOC.	101-MEMBERSHIP DUES	15487	09/26/2022	315.00
<b>101-261-850.001 GEN GOV: PHONE SERVICE</b>					
9090	NET EXPRESS VOIP	101-PHONE SERVICE-TWP	429220923	09/23/2022	218.90
2652	SPRINT	101-CELL PHONES - TWP.	337192515-247	09/23/2022	57.24
<b>101-261-900.000 GEN GOV: TAX BILL PRINTING</b>					
2309	ADVANCED MARKETING PARTNERS	101-2022 TAX & INFO STATEMENTS	231460	06/24/2022	910.40
<b>101-261-920.000 GEN GOV: UTILITIES</b>					
1375	CONSUMERS ENERGY	101-250 W LIVINGSTON	201274610304	09/21/2022	122.77
<b>101-261-936.000 GEN GOV: TOWNSHIP MAINTENANCE</b>					
3152	KOPACKI, KRIS	101-WATER TWP	1025	09/19/2022	510.00
3152	KOPACKI, KRIS	101-WATER TWP	1028	09/27/2022	170.00
1581	MR. MAT RENTAL SERVICE	101-MONTHLY CHG - TWP	2341967	09/19/2022	106.35
6300	S&D SEASONAL SERVICES	101-TWP MOWING-M59 MEDIAN	30842	09/01/2022	242.00
<b>101-261-955.000 GEN GOV: MISCELLANEOUS</b>					
1839	ABSOPURE WATER CO.	101-5 GALLON SPRING	88534707	09/12/2022	45.65
<b>101-261-959.000 GEN GOV: METRO AUTHORITY EXP</b>					
2158	ROAD COMMISSION FOR O.C.	101-TRAF SIG MAINT. HARVEY LK WARDLW MILFRD CUS	4263	09/15/2022	9.32
Total GENERAL GOVERNMENT:					14,396.30
<b>BUILDING</b>					
<b>101-371-801.000 BLDG: INSP/ELEC/PLUMB/HTG</b>					
9261	DUNCAN LLC, JEFFREY	101-INSPECTIONS	9/14/22-9/28/22	09/28/2022	974.06
1199	GREG CALME ELECTRIC LLC	101-INSPECTIONS	9/14/22-9/28/22	09/28/2022	2,680.37
9168	LUTTMAN, ROBERT J.	101-INSPECTIONS	9/14/22-9/28/22	09/28/2022	2,270.36
Total BUILDING:					5,924.79
<b>CEMETERY</b>					
<b>101-567-935.000 CEMETERY: SEXTON</b>					
1127	HURON CEMETERY MAINTENANCE	101-CEMETERY MAINTENANCE	OCT 2022	09/22/2022	3,535.00

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
<b>101-567-935.001 CEMETERY: MAINTENANCE</b>					
9254	PRECISION TREE AND SHRUB SVCS INC.	101-TREE/STUMP REMOVAL-CEMETERY	6904	09/22/2022	1,550.00
Total CEMETERY:					5,085.00
<b>SOCIAL SERVICES</b>					
<b>101-670-880.000 SOC SERV: COMMUNITY PROMOTIONS</b>					
4174	COMMUNITY SHARING	101-PUBLIC PURPOSE SERVICE CONTRACT	08092022	08/09/2022	8,500.00
Total SOCIAL SERVICES:					8,500.00
<b>SENIOR CENTER</b>					
<b>101-672-850.000 ACTIVITY CTR: PHONE SERVICE</b>					
9090	NET EXPRESS VOIP	101-PHONE SERVICE-ACT CTR	429220923	09/23/2022	52.65
2652	SPRINT	101-CELL PHONE-ACT. CTR.	337192515-247	09/23/2022	19.26
<b>101-672-850.002 ANNEX: INTERNET SERVICE</b>					
2216	COMCAST	101-ANNEX 8529 10 157 0100876	11082022 0100876	09/26/2022	199.49
<b>101-672-920.000 ACTIVITY CTR: UTILITIES</b>					
1375	CONSUMERS ENERGY	101-209 N JOHN ST-ACT CTR	201274610307	09/21/2022	91.63
1375	CONSUMERS ENERGY	101-153 N MILFORD-ACT CTR	203143374828	09/21/2022	16.04
<b>101-672-920.002 ANNEX: UTILITIES</b>					
1375	CONSUMERS ENERGY	101-205 W. LIVINGSTON RD-ANNEX	201274610306	09/21/2022	15.00
<b>101-672-936.000 ACTIVITY CTR: BUILDING MAINT</b>					
1581	MR. MAT RENTAL SERVICE	101-MONTHLY CHG - ACTIVITY CENTER	2341969	09/19/2022	16.00
<b>101-672-940.000 ACTIVITY CTR: RENT EXPENSE</b>					
8349	HIGHLAND HOLDING LLC	101-RENT 153 N. MILFORD RD STE 103-ACTIVITY CTR	NOV 2022	09/22/2022	1,500.00
Total SENIOR CENTER:					1,910.07
Total GENERAL FUND:					54,266.74
<b>ROAD FUND</b>					
<b>ROAD</b>					
<b>203-596-967.000 DUST CONTROL</b>					
4491	MICKLEY, KELLY	203-CHLORIDE TREATMENT-CAMILLE RD	09202022	09/20/2022	250.00
2640	OPENSHAW, RENEE	203-DUST CONTROL	09222022	09/22/2022	330.00
2158	ROAD COMMISSION FOR O.C.	203-2022 CHLORIDE PROGRAM 2 OF 2	102234	09/12/2022	27,601.03
Total ROAD:					28,181.03

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
Total ROAD FUND:					28,181.03
<b>FIRE FUND</b>					
<b>FIRE</b>					
<b>206-336-713.000 FIRE: FIREFIGHTERS MEDICAL</b>					
8052	SPRINGFIELD URGENT CARE	206-FOTOPOULOS PRE-EMPLOYMENT PHYSICAL	774	09/12/2022	417.50
8052	SPRINGFIELD URGENT CARE	206-GILL PRE-EMPLOYMENT PHYSICAL	993	09/12/2022	352.50
<b>206-336-731.000 FIRE: MEDICAL SUPPLIES</b>					
1132	LINDE GAS & EQUIPMENT INC	206-MEDICAL O2	31411352	09/22/2022	29.02
<b>206-336-851.000 FIRE: RADIO COMMUNICATIONS</b>					
2490	FRONTIER	206-DISPATCH LINE 616-001-6196	09192022 011603-5	09/20/2022	58.99
<b>206-336-920.000 FIRE: PUBLIC UTILITIES</b>					
8385	AMERI-ALARM	206-ALARM MONTORING-FS1	073397	09/01/2022	75.00
2216	COMCAST	206-ST#3 852910157 0115262	11022022 0115262	09/20/2022	56.14
1375	CONSUMERS ENERGY	206-3550 DUCK LK RD ST#2	201274610305	09/22/2022	94.45
1375	CONSUMERS ENERGY	206-1600 W HIGHLAND FS1	203588339801	09/21/2022	82.30
1375	CONSUMERS ENERGY	206-510 CLYDE RD ST#3	204389263461	09/21/2022	25.35
1005	DTE ENERGY	206-1600 W HIGHLAND RD 920020305909	09212022 05909	09/22/2022	1,116.51
9090	NET EXPRESS VOIP	206-VOIP MONTHLY	1605220923	09/23/2022	110.62
2652	SPRINT	206-IPADS-FIRE	337192515-247	09/23/2022	5.00
<b>206-336-930.000 FIRE: VEHICLE REPAIR</b>					
9284	AG ENGINEERING LLC	206-2008 TAHOE (C2) ENGINE REPAIR	17005	08/08/2022	1,736.58
<b>206-336-936.000 FIRE: BLDG MAINT/REPAIR</b>					
8385	AMERI-ALARM	206-FS1 ALARM MONITOR UPDATE	073431	09/26/2022	299.00
<b>206-336-937.000 FIRE: EQUIP MAINT</b>					
4492	ELDEN CYLINDER TESTING INC	206-HYDRO TESTING O2 CYLINDERS	10542	09/15/2022	142.20
7577	FIRE EQUIPMENT COMPANY INC.	206-EXTINGUISHER ANNUAL ST #3	124744	09/14/2022	133.00
7577	FIRE EQUIPMENT COMPANY INC.	206-EXTINGUISHER ANNUAL ST #2	124745	09/14/2022	85.00
7577	FIRE EQUIPMENT COMPANY INC.	206-EXTINGUISHER ANNUAL ST #1	124746	09/14/2022	168.00
1642	PETER'S TRUE VALUE HARDWARE	206-SCBA BATTERIES	K64467	09/24/2022	37.98
Total FIRE:					5,025.14
Total FIRE FUND:					5,025.14
<b>POLICE FUND</b>					
<b>POLICE</b>					
<b>207-301-935.000 POLICE: SHERIFF'S MAINT</b>					
1375	CONSUMERS ENERGY	207-165 N JOHN ST	201274610303	09/21/2022	22.25

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
Total POLICE:					22.25
Total POLICE FUND:					22.25
<b>REFUSE FUND</b>					
<b>REFUSE</b>					
<b>227-526-813.001 REFUSE: THIRD PARTY EXPENSES</b>					
1366	TPC LAWN & LANDSCAPE	227-REFUSE THIRD PARTY PICKUP EXPENSE	4116	09/20/2022	385.00
Total REFUSE:					385.00
Total REFUSE FUND:					385.00
<b>CAPITAL IMPROVEMENT FUND</b>					
<b>GENERAL GOVERNMENT</b>					
<b>401-261-971.001 TOWNSHIP IMPROVEMENTS</b>					
1375	CONSUMERS ENERGY	401-205 N. JOHN ST	204122282673	09/21/2022	17.00
2596	FIVE STAR ACE	401-IRRIGATION SUPPLIES-205 N JOHN	28502	09/20/2022	702.82
8388	THE SUMMIT COMPANY	401-TOWNSHIP BLDG CONSTRUCTION	7044	08/31/2022	506,117.35
Total GENERAL GOVERNMENT:					506,837.17
Total CAPITAL IMPROVEMENT FUND:					506,837.17
<b>FIRE CAPITAL FUND</b>					
<b>402-000-123.000 PREPAID EXPENSES</b>					
4499	EMERGENCY VEHICLES PLUS	402-2022 ROSENBAUER PUMPER#18444 DEPOSIT	17403	09/26/2022	36,345.00
Total :					36,345.00
<b>FIRE</b>					
<b>402-336-971.004 CONSTR IN PROCESS FIRE MIL ST2</b>					
8385	AMERI-ALARM	402-FS2 ALARM MONITOR INSTALL	073432	09/26/2022	150.00
1375	CONSUMERS ENERGY	402-2550 E WARDLOW-FS2	206791617302	09/22/2022	209.66
2284	HUBBELL ROTH & CLARK INC.	402-FIRE STATION 2 CONSTRUCTION OBSERV	0200144	09/21/2022	2,306.52
4088	OAK CTY WATER RESOURCES COMMISSIONER	402-WRC SOIL EROSION	00581-2021-CO	09/08/2022	678.75
1642	PETER'S TRUE VALUE HARDWARE	402-APPLIANCE INSTALL	K64526	09/28/2022	8.78
8189	REDFORD LOCK AND SECURITY	402-LOCK AND SECURITY (REMAINING 50%)	62359	09/20/2022	17,426.10

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
Total FIRE:					20,779.81
Total FIRE CAPITAL FUND:					57,124.81
<b>DOWNTOWN DEVELOPMENT FUND</b>					
<b>DOWNTOWN DEVELOPMENT AUTHORITY</b>					
<b>494-729-880.003 DDA: DESIGN</b>					
4494	CURTIS, ZACHARY	494-PAINTING OF MURAL	2022-33	09/27/2022	6,800.00
2173	DIEDRICH PAINTING	494-PAINTING MURAL PREP	2022-28	09/22/2022	1,827.00
2596	FIVE STAR ACE	494-STAKES FOR FALL DECORATIONS	28509	09/21/2022	8.59
3152	KOPACKI, KRIS	494-WATER FLOWER GARDENS	1026	09/19/2022	585.00
3152	KOPACKI, KRIS	494-WATER FLOWER GARDENS	1029	09/27/2022	195.00
3152	KOPACKI, KRIS	494-DISTRIBUTE FALL DECOR	1030	09/27/2022	475.00
<b>494-729-900.001 DDA: FUNDRAISER EXPENSE</b>					
8006	MATERIAL PROMOTIONS INC	494-SPONSOR BANNERS	CM08-0008009	08/31/2022	844.40
<b>494-729-920.000 DDA: RENT/ UTILITIES</b>					
9090	NET EXPRESS VOIP	494-PHONE SERVICE DDA	429220923	09/23/2022	5.55
<b>494-729-935.000 DDA: MAINTENANCE FOUR CORNERS</b>					
3152	KOPACKI, KRIS	494-INSTALL BANNER	1027	09/19/2022	105.00
<b>494-729-967.000 DDA: FARMERS' MARKET</b>					
6494	BEARDSLEY, RICK	494-SOUND-FARMERS MARKET	2022-29	09/27/2022	100.00
1309	BRENDEL'S SEPTIC TANK SER LLC	494-FARMERS MARKET	211814	09/10/2022	225.00
4497	NAU, MIKE	494-PERFORMANCE	2022-31	09/27/2022	50.00
4495	PYLE, ASHLEY	494-PERFORMANCE	2022-30	09/27/2022	50.00
4496	VIGNA, DAVID	494-PERFORMANCE 9/17/2022	2022-32	09/27/2022	50.00
Total DOWNTOWN DEVELOPMENT AUTHORITY:					11,320.54
Total DOWNTOWN DEVELOPMENT FUND:					11,320.54
<b>HIGHLAND ADVISORY COUNCIL</b>					
<b>GENERAL GOVERNMENT</b>					
<b>702-261-729.000 HAAC: DEDUCTIONS</b>					
1013	ABC PRINTING INC	702-ELECTION FLYERS	43790	09/22/2022	115.00
7587	DORE', RUSSELL	702-PRESENTATION-ELECTRIC CARS	09272022	09/27/2022	200.00
Total GENERAL GOVERNMENT:					315.00
Total HIGHLAND ADVISORY COUNCIL:					315.00

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
<b>CURRENT TAX COLLECT</b>					
<b>703-000-274.000 TAX COLLECTIONS TO DISTRIBUTE</b>					
4490	PRIMARY TITLE AGENCY	703-TAX REFUND	11-12-301-005	09/20/2022	159.28
1106	STATE OF MICHIGAN	703-2022 IFT-SET	2022	09/22/2022	6,747.48
Total :					6,906.76
Total CURRENT TAX COLLECT:					6,906.76
<b>POST-RETIREMENT BENEFITS</b>					
<b>GENERAL GOVERNMENT PERSONNEL B</b>					
<b>737-279-719.000 RETIREE OPEB EXPENSE</b>					
1958	AmWINS GROUP BENEFITS INC.	737-RETIREE HEALTH PREMIUMS	7516662	09/22/2022	450.00
1253	BRIAN, WILLIAM E.	737-RETIREE HEALTH REIMBURSMENT-JAN-AUG 2021	JAN-DEC 2022	09/22/2022	4,361.41
1811	COOPER, JUDY	737-DENTAL REIMBURSEMENT	08172022	08/17/2022	285.00
1811	COOPER, JUDY	737-RETIREE VISION REIMBURSEMENT	4740743	09/03/2022	199.98
1811	COOPER, JUDY	737-RETIREE HEALTH REIMBURSEMENT	JUL/AUG 2022	09/22/2022	260.00
2499	GIBSON, WANDA SUE	737-RETIREE HEALTH REIMBURSEMENT	OCT 2022	09/22/2022	218.18
1181	KILEY, JUDITH A.	737-RETIREE HEALTH REIMBURSEMENT	OCT 2022	09/26/2022	200.00
9095	PATTERSON, BRIDGET	737-RETIREE HEALTH REIMBURSEMENT	OCT 2022	09/26/2022	225.10
1206	REGAN, RITA	737-RETIREE HEALTH REIMBURSEMENT	OCT 2022	09/22/2022	427.57
1373	WAGNER, PATRICIA G.	737-RETIREE HEALTH REIMBURSEMENT	SEP 2022	09/26/2022	239.61
1497	WEINBURGER, JOSEPH F.	737-RETIREE DENTAL REIMBURSEMENT	09262022	09/26/2022	129.00
1497	WEINBURGER, JOSEPH F.	737-RETIREE HEALTH REIMBURSEMENT	OCT 2022	09/26/2022	434.78
Total GENERAL GOVERNMENT PERSONNEL B:					7,430.63
Total POST-RETIREMENT BENEFITS:					7,430.63
<b>DUCK LAKE ASSOC</b>					
<b>TRUST &amp; AGENCY ADMIN</b>					
<b>764-255-956.000 DUCK LAKE: DEDUCTIONS</b>					
1005	DTE ENERGY	764-2014 JACKSON BLVD IRRIGATION 920009307439	09162022 07439	09/21/2022	395.26
Total TRUST & AGENCY ADMIN:					395.26
Total DUCK LAKE ASSOC:					395.26
<b>TOMAHAWK LAKE IMPROVEMENT</b>					



Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
<b>TRUST &amp; AGENCY ADMIN</b>					
<b>771-255-956.000 TOMAHAWK LAKE: DEDUCTIONS</b>					
2680	KINGSETT LLC D/B/A SPINAL COLUMN	771-ADVERTISEMENT-TOMAHAWK LAKE	35820	07/20/2022	195.00
Total TRUST & AGENCY ADMIN:					195.00
Total TOMAHAWK LAKE IMPROVEMENT:					195.00
Grand Totals:					678,405.33

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
<b>GENERAL FUND</b>					
<b>ASSESSOR</b>					
<b>101-257-720.000 ASSESSING: CONTRACTUAL SVCS</b>					
9278	WAYNE COUNTY APPRAISAL LLC	101-MONTHLY ASSESSING CONTRACT FEE	OCT 2022	09/22/2022	10,112.91
Total ASSESSOR:					10,112.91
<b>GENERAL GOVERNMENT</b>					
<b>101-261-728.000 GEN GOV: OFFICE SUPPLIES</b>					
2059	APPLIED INNOVATION	101-COLOR/B&W COPIES	2046766	09/20/2022	850.45
<b>101-261-938.000 GEN GOV: EQ/SW MAINT CONTRACT</b>					
2059	APPLIED INNOVATION	101-COPIER MAINT. CONTRACT-TWP	2046766	09/20/2022	194.00
2059	APPLIED INNOVATION	101-FREIGHT	2046766	09/20/2022	31.33
Total GENERAL GOVERNMENT:					1,075.78
Total GENERAL FUND:					11,188.69
<b>FIRE FUND</b>					
<b>FIRE</b>					
<b>206-336-937.000 FIRE: EQUIP MAINT</b>					
2059	APPLIED INNOVATION	206-COPIER MAINTENANCE	2049871	09/26/2022	159.56
Total FIRE:					159.56
Total FIRE FUND:					159.56
<b>REFUSE FUND</b>					
<b>REFUSE</b>					
<b>227-526-801.000 REFUSE: CONTRACTOR</b>					
2676	GFL ENVIRONMENTAL USA	227-MONTHLY CONTRACT-OCTOBER	57394786	10/01/2022	87,813.44
Total REFUSE:					87,813.44
Total REFUSE FUND:					87,813.44
<b>FIRE CAPITAL FUND</b>					
<b>FIRE</b>					
<b>402-336-993.001 FIRE CAP: DEBT SVC INTEREST</b>					
1855	U.S. BANK NATIONAL ASSOCIATION	402-DEBT SVC PMT-INTEREST ACCT# 0096817NS	2084119	09/23/2022	126,750.00

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<u>Vendor</u>	<u>Name</u>	<u>Description</u>	<u>Invoice Number</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>
Total FIRE:					<u>126,750.00</u>
Total FIRE CAPITAL FUND:					<u>126,750.00</u>
Grand Totals:					<u><u>225,911.69</u></u>

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Total GENERAL FUND:	65,455.43
Total ROAD FUND:	28,181.03
Total FIRE FUND:	5,184.70
Total POLICE FUND:	22.25
Total REFUSE FUND:	88,198.44
Total CAPITAL IMPROVEMENT FUND:	506,837.17
Total FIRE CAPITAL FUND:	183,874.81
Total DOWNTOWN DEVELOPMENT FUND:	11,320.54
Total HIGHLAND ADVISORY COUNCIL:	315.00
Total CURRENT TAX COLLECT:	6,906.76
Total POST-RETIREMENT BENEFITS:	7,430.63
Total DUCK LAKE ASSOC:	395.26
Total TOMAHAWK LAKE IMPROVEMENT:	195.00
Grand Totals:	<u>904,317.02</u>

**Payroll and Hand Checks October 6, 2022 List of Bills**

**GENERAL FUND**

Payroll Taxes (FICA & FWT)	\$	19,309.23
General/Fire Payroll 9/30/2022	\$	60,768.29

Equitable - Deferred Comp.	\$	1,350.00
ICMA - Deferred Comp.	\$	1,548.54
Flexible Savings Account	\$	737.53
Garnishments		
Highland Firefighters Assn		

Highland Firefighters Union Dues-Full-Time  
Highland Firefighters Union Dues-Part-Time

10/31/2022 DDA LOAN-Monthly	\$	3,771.83
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# Memorandum

To: Highland Township Board of Trustees  
From: Rick Hamill  
Date: 10/3/2022  
Re: 2022-2023 Snow Plow Contract

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The Snow Plow contract with Golden's Lawn Care LLC has expired. They have performed very well over the years that we have employed them and I believe that we should hire them for an additional 1 year contract.

Attached is their bid proposal for the 2022-2023 snow season. We have added two large additional parking lots that were not in their previous contracts and as a result the bid price will increase by \$3046.00 over their previous contract with a 5% increase. This falls within the purchasing policy for renewal without going out for sealed bids.

Previous contract. 2021-22	\$35,089.00
2022-23 contract 5% increase	\$36,844.00
2 additional large parking lots	<u>\$ 3,046.00</u>
	\$39,890.00

Recommended: Motion to approve the Supervisor to sign the 2022-2023 snow plowing bid proposal with Golden's Lawn Care LLC for the amount of \$39,890.00

*Warm inside. Great outdoors.*



HIGHLAND TOWNSHIP

BID PROPOSAL: SNOW PLOWING

Bidder: Golden's Lawn Care LLC.

Date: 8/29/22

Address: 2275 Childs Lake Rd

Milford, MI 48381

Phone: 248-889-3339

The snowplow contract shall run for one year beginning October 1, 2022. All parking lots and driveways will be plowed when new snow accumulates to a depth of two inches or more, or upon request of the Township Supervisor. Applications of de-icing agents will be done as needed or at the request of the Supervisor.

Snow plowing services will be billed in 3 installments to the Charter Township of Highland, 205 N. John Street, Highland MI 48357. First due on November 1, 2022, Second due on January 1, 2023 and the final payment due on March 1, 2023.

**Snow-plowing and applications of de-icing agents shall be done at the following locations:**

Sheriff's Substation, Fire Station at 250 W. Livingston Rd, Township Hall and Activity Center at 205 N. Johns st.: All parking areas, driveways and sidewalks (by 7:00 a.m.).

Town Center Drive, Beach Farm Circle, driveway to the north-cell tower and Township Library, 444 Beach Farm Circle: Both sides of boulevard, library parking lot and sidewalks (by 9:00 am).

Township cemeteries: Highland Cemetery, 561 N. Milford Rd. and West Highland Cemetery, 977 S. Hickory Ridge Rd.: Driveways shall be plowed with care taken regarding gravel surface and close proximity of graves to road edge. Scheduling will be coordinated with cemetery sexton.

Highland Historical Library Bldg., 205 W. Livingston Rd.: Parking lot, sidewalks and driveway (by 7:00 a.m.).

Township Parks: Veteran's Park – the sidewalk along Livingston Rd. between John St. and the Fire Station; Hickory Ridge Pines Park, 4200 North Hickory Ridge Rd. (soccer park): Driveway from entrance off Hickory Ridge Rd. to concession stand; and Duck lake Pines Park, 1241 Duck Lake Rd. – Parking lot, entrance and walking paths.

**Scope of Work:**

1. The contractor shall furnish labor, equipment and tools to plow, clear and melt snow and ice from parking lots, driveways, sidewalks, entrances and doorways so that the facilities are ready for business at their respective opening times.
2. Approved de-icing agents for sidewalks, entrances and parking lots include road salt or rock salt.
3. Contractor is expected to judiciously limit the amount of de-icing agents utilized in order to address environmental concerns. Where residual amounts of salt are found lying on the pavement after the snow/ice melt has been affected, the contractor should adjust salt application for future similar snowfall/ice storm events.

4. All curbs, sidewalks and driveways shall be staked to minimize damage by snow removal equipment.
5. Contractor shall be responsible to repair any damage caused by snow removal equipment to buildings, vehicles, equipment, sidewalks, curbs, driveways and landscaping.
6. Contractor is responsible for providing adequate number of vehicles and equipment to complete the work in the event of a breakdown. Contractor should note a back-up plan of action should they experience equipment failure.
7. Contractor shall provide a current certificate of insurance showing general liability and workman's comp insurance with their bid proposal.

With no limits to the number of pushes, the Annual Bid(s) for snow removal service are:

One year contract October 1, 2022 to September 30, 2023: \$39,890.00

If retail price of salt exceeds \$250.00 per ton the additional expense will be billed on a month to month basis.

Signed: J. Guadalupe Salcido

Print name of signee: Jose Guadalupe Salcido

Company Name: Golden's Lawn Care LLC

Address: 2275 Childs Lake Rd

Milford, MI 48381

Phone: 248-889-3339

Acceptance:

Signed: \_\_\_\_\_

Print Name of signee: \_\_\_\_\_

Highland Township.



**5b. Receive and File:**

- a) Library Board Meeting Minutes – August 2022
- b) Library Director's Report – August 2022

**Highland Township Public Library  
Board Meeting Minutes  
Tuesday, August 9, 2022**

**Members Present:** C. Dombrowski, C. Hamill, J. Matthews, D. Mecklenborg, and Director B. Dunseth

**Members Absent:** J. Gaglio, K. Polidori

**Guest:** None

The Highland Township Library Board meeting was called to order at 5:42 pm by D. Mecklenborg.

**Motion:** J. Matthews moved and C. Hamill seconded to approve the agenda as amended. Unanimous vote; motion carried.

**Motion:** J. Matthews moved and C. Hamill seconded to approve the Board Meeting minutes of July 5, 2022 as corrected. Roll call - unanimous vote; motion carried.

**Bills:** Total bills for July, 2022 are \$47,666.22. Total bills for August, 2022 are \$43,289.76, with the addition of Applied Imaging, DTE Energy, Guardian Sealcoat & Paving Co., when received.

**Motion:** J. Matthews moved and C. Hamill seconded to approve the July, 2022 and August, 2022 bills. Roll call - unanimous vote; motion carried.

**FYI:** Budget report available for review.

**Director's Report:** Available for review.

**Communications:** A patron and a Library employee shared a recent article from BRIDGE.com regarding a west Michigan public library being defunded. J. Fenton, M. Geisler and C. Buehner received positive reviews from Tech Help By Appointment patrons. State Aid for Libraries was increased \$500,000 in the State of Michigan budget.

## **UNFINISHED BUSINESS**

**Library Network:** Director B. Dunseth attended a Library network meeting to welcome the new Technology Services Manager, D. Dye.

**Building Maintenance:** Rashid Construction will begin work on the replacement of the Skylights in September. Gutters were cleaned by MDTH Services. Hagopian completed cleaning of the carpet and furniture. Guardian replaced two sewer basins and completed the parking lot seal coating and repair of the cracks.

**Furniture:** Two study room chairs are being reupholstered. Nesting tables that are height adjustable, for use by preschool age children up to adults, are being purchased instead of nesting chairs, for the small Center Room flex space.

**Strategic Planning:** The Library will work with Community Sharing to offer tutoring by appointment in the library. D. Schwaninger will monitor the sessions.

Redesigning the website is in progress.

The youth department has expanded the Spanish Language collection as part of its World Languages collection.

## **NEW BUSINESS**

**Audit:** An on-site audit was conducted on July 6, 2022.

**Library of Michigan Public Library Financial Management Cohort:** B. Dunseth would like to attend the Public Library Financial Management online course, which is paid for by the Library of Michigan.

**Motion:** J. Matthews moved and C. Hamill seconded to allow B. Dunseth to attend the Public Library Financial Management online course. Roll call - unanimous vote; motion carried.

**Budget 2023:** A notice to advertise the Public Hearing for the FY 2023 Budget will appear in the Spinal Column on August 17, 2022. Discussed proposed budget for FY 2023.

**Database Renewal:** The subscription rate for Brainfuse will be reduced for the next two years. Hopefully with the start of the tutoring program in the fall and Community Sharing moving next to the Library, the Brainfuse program will get more use.

**Library Services:** The public copy machine has been purchased and installed. C. Buehner installed a Large Print keyboard for patrons with limited vision.

**Personnel:** A new Library page, C. Buchler, has been hired.

**September Meetings:** The Public Hearing for the 2023 Budget will be held in the Community Room, at 5:30 pm on September 6, 2022. The Library Board meeting will immediately follow the Public Hearing.

**Public Comment:** None

**Adjournment:** C. Hamill moved and J. Matthews seconded to adjourn. Meeting adjourned at 6:48 pm.

Respectfully Submitted,

*Cindy Dombrowski*

### Programs & Reference

<b>June Programs</b>		<b>#</b>
Adult	4	36
Teen	4	22
Youth	18	165
<b>Total</b>	<b>26</b>	<b>223</b>
June	23	364

Passive	Youth	138
	Teen	50
	Adult	29

### Reference

Adult & Teen	701
Youth	677
<b>Total</b>	<b>1,378</b>
Last Month	1,498

### People Count

July	4,342
June	4,367

### Public Computer Usage

#### Computers

Adult	207
Teen	5
Youth	22

AWE	883
ABCmouse	3

Wireless:	335
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### MAP Passes

#### MAP Passes

12 Families  
Metroparks  
Museum of Magic

### Circulation of Physical Items

May: 5,466	June: 6,828	July 7,201
Books: Adult 2,251	Teen 120	Youth 3,120
DVD 830	Realia 51	Board Games 26

#### Interlibrary Loan:

Other TLN Library material to Highland: 949  
Highland Materials to other TLN Libraries: 1,380  
MeLCat Interloan Service: 11  
Unique Card Use: June 902 July 942

### Digital Usage

<b>Overdrive</b>	June	July
Overall	1,899	2,043
e-books	959	1,078
e-audiobooks	877	906
e-magazines	62	58
New Users	9	24
Unique User	417	433
Hoopla Borrows	491	603
Kanopy Plays	25	21
Consumer Reports Page View	250	281
Mango Languages	7	12
World Book Content Views	15	7
Brainfuse	23	5
Ancestry Searches	24	

### Library Happenings

- State Aid for libraries was increased \$500,000 in the State of Michigan budget
- Carpet and furniture have been cleaned throughout the library in the month of July
- The library parking lot was repaired and sealed in July
- A new World Languages collection has been added to the youth department
- The adult department is offering more one-on-one technology classes for adults
- A new copy machine has been purchased for public use

## 6. Announcements and Information Inquiry

- a) Health Fair – October 10th 10 am – 1pm at Fire Station No. 1
- b) Highland Farmers' Market – Saturday, October 8th, 9am – 1 pm
- c) Highland Garden Club Speaker, The Milkweed Community - More than Monarchs, October 10th at the Station House, Doors open at 6:30 p.m. \$5.00 fee
- d) Second week of October is Fire Prevention Week
- e) Pancake breakfast October 16th from 9:00 a.m. – Noon at Fire Station No. 1.
- f) Veteran Day Ceremony – Brief Ceremony 11:00 a.m. Highland Memorial Park

All Veterans are invited to attend recognition ceremonies at:

11/10/22	12:00 p.m.	Milford High School
11/11/22	8:30 a.m.	Kurtz Elementary
11/14/22	8:20 a.m.	Muir Middle School
11/14/22	11:45 a.m.	Oak Valley Middle School
11/15/22	11:00 a.m.	Lakeland High School

# FLU SHOT CLINIC

Monday  
October 10th  
2022  
10am-1pm



Ask  
the  
Pharmacist

Covid -19  
Boosters  
By Appt.



Reflective Address signs

Vial  
of Life

Flu  
Shots

Drug  
Disposal

SAVE THE  
DATE!!

Pneumonia  
Vaccines  
By Appt.

Shingles Shot by  
Appointment



**Location: Highland Fire Station #1  
1600 W. Highland Rd., Highland MI  
48357**

**For Appt or Info 248-887-1707**

## 7. Public Comment



## Memorandum

To: Board of Trustees  
From: Elizabeth J Corwin, PE, AICP; Planning Director  
Date: September 28, 2022  
Re: URSA 22-01  
Prime Time Self Storage  
Vacant, W Highland  
PIN 11-30-200-042

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At the Planning Commission's meeting of September 15, 2022, they recommended approval of a special land use permit for a proposed self-storage facility that will occupy property south of the natural gas pipeline and the new "Shimmer Carwash" recently developed on West Highland Road. Self-storage is a use permitted by right on most of the site, which is zoned C-3, Low Impact Commercial. But one corner of the most northern building lies on a parcel zoned C-2, General Commercial. Special Land Use approval is required for self-storage at that corner of one building. There was no public comment.

The site plan has already been approved, subject to your approval of the Special Land Use and the combination of the two parcels into single ownership.

Just as a reminder, due to a recent ordinance change, the Board is no longer required to conduct a public hearing; but the Board is required to accept any public comment that might be offered in relationship to this request.







**PUBLIC HEARING  
CHARTER TOWNSHIP OF HIGHLAND  
PLANNING COMMISSION**

**September 15, 2022**

**7:30 P.M.**

**Highland Fire Station #1, 1600 W. Highland Rd**

**NOTICE IS HEREBY GIVEN** that a public hearing will be held at Highland Fire Station #1, 1600 W. Highland Rd., Highland, MI 48357 on Thursday, September 15, 2022, at 7:30 p.m.

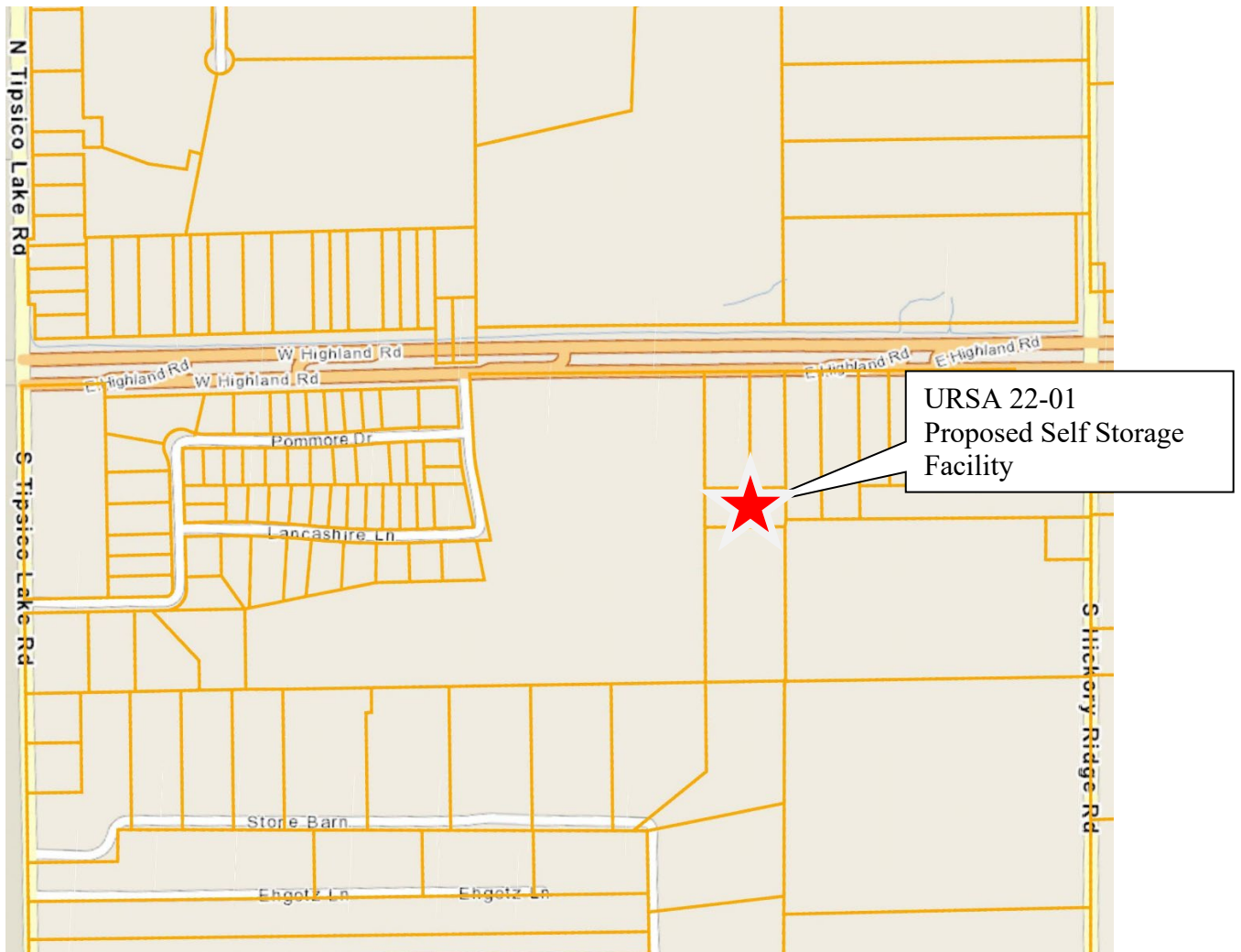
**Notice is further given** that we encourage all interested parties to consider remote means of reviewing proposals and offering comment through the internet or mail. Case files may be viewed at <http://highlandtwp.net> under the Planning Commission e-packet tab. Comment may be submitted to [planning@highlandtwp.org](mailto:planning@highlandtwp.org), mailed to the Township offices or dropped in our secure drop box at the Clerk's entrance to the building. If you have any questions, please call 248-887-3791, ext. 2.

**TO CONSIDER:**

**Request for Use Requiring Special Approval** submitted by applicant Greentech Engineering and property owner Dale Feigley 2 LLC.

**REQUEST:** Self Storage Facility in a C-2 zoning district in accordance with Zoning Ordinance Article 4, District regulations; Sec. 4.11 General Commercial District (C-2) Subsection C.13 Self-storage facilities; Article 6, Special Land Use Procedures and Standards; and Article 10, Supplemental Provisions, Section 10.30 Self-storage facilities in commercial zoning districts.

**LOCATION:** Parcel 11-30-200-042, South of M-59 behind the Shimmers Car Wash



**NOTICE IS FURTHER GIVEN** that information will be given and written comments will be received regarding the request during office hours Monday through Friday, until the date of the hearing. Telephone (248) 887-3791, extension 2.

Scott Green, Chairman  
Highland Township Planning Commission

**(Publish: August 31, 2022)**

**Highland Township Planning Commission  
Record of the 1391<sup>st</sup> Meeting  
September 15, 2022**

**Roll Call:**

Scott Green, Chairperson  
Eugene H. Beach, Jr  
Grant Charlick - absent  
Kevin Curtis  
Chris Heyn  
Beth Lewis - absent  
Roscoe Smith  
Scott Temple - absent  
Russ Tierney

Also Present:

Elizabeth J Corwin, Planning Director

Visitors: 6

Chairman Scott Green called the meeting to order at 7:30 p.m.

*Public Hearing*

<b>Agenda Item #1:</b>	Parcel:	11-30-200-042
	Zoning:	C-2 General Commercial District
	Address:	Vacant M-59
	File#:	URSA 22-01
	Request:	Special Approval of Land Use for self-storage in C-2 Zoning District
	Applicant:	Feigley Two, LLC
	Owner:	Feigley Two, LLC

Mr. Beach introduced the request for special approval of land use to allow self-storage on a parcel zoned C-2, General Commercial Zoning District. This request applies to a portion of a site plan previously approved by the Planning Commission at the August 18, 2022 meeting, conditioned upon addressing the use issue. The project is located on two parcels on the south side of M-59, west of Hickory Ridge Road. The special land use permit would apply only to the northern parcel. Self-storage is a permitted use on the southern parcel.

Mr. Dan LeClair, P.E, with Green Tech Engineering, was present representing the applicant. He explained that they are working to complete the engineering drawings for the project.

Mr. Green opened the public hearing at 7:33 p.m. There was no public comment. The public hearing was closed at 7:34 p.m.

Mr. Beach noted that this special use approval was required only due to the oddity of the mixed zoning. He believed the request was reasonable and that the applicants had done a good job of shielding the use from the neighbors.

Mr. Curtis made a motion to recommend the approval of the special land use permit to allow use of that portion of parcel 11-30-200-042 which is contained within the site plan previously approved by the Planning Commission for Prime Time Self Storage. Mr. Tierney supported the motion. Roll Call Vote: Mr. Curtis - yes, Mr. Heyn - yes, Mr. Green - yes, Mr. Beach - yes, Mr. Tierney - yes, Mr. Smith - yes. The motion was approved with six yes votes.

### *Work Session*

#### **Agenda Item #2:**

Parcel #:	11-15-351-015
Zoning:	IM Industrial and Manufacturing
Address:	1655 N Milford
File#:	SPR 22-09
Request:	Site Plan Approval
Applicant:	Dave Borlace
Owner:	Borlace Associates, LLC

Mr. Green introduced the site plan review for the addition of a warehouse building at 1655 N Milford Road, parcel zoned IM, Industrial Manufacturing. There is an existing residential structure on site that has been converted to office use. Mr. Beach explained the historic significance of the home, which originated in the Benjamin Leonard family, and represents the cobblestone construction of the early 1900's.

Mr. Tierney disclosed that he owns the property adjacent to the south. He has no issues with the project and believes he could fairly in his role as a Planning Commissioner. Mr. Beach noted that it is good practice to recuse oneself when there is an immediate proximity since it could have the appearance of an impropriety. Mr. Green moved to recuse Mr. Tierney from the discussion as an adjacent property owner. Mr. Beach supported the motion which carried with an unanimous voice vote.

Mr. Dave Borlace, property owner and Mr. Chad Holdwick of Greentech Engineering, Inc. were present to answer questions.

Mr. Beach asked if the variance issues are due to the nature of the site as a "through lot" as this parcel does not benefit from access to Transfer Drive. Ms. Corwin explained that adjacent parcels had been handled two ways—one parcel was treated as a traditional lot with one front yard, and another had been requested variances from the Zoning Board of Appeals. Mr. Beach noted that Transfer Drive was not intended as access for these parcels, and that it could easily have been separated by a one foot spite strip, in which case the front yard setbacks would not apply. Since this parcel does not benefit from access to Transfer Drive, it should not be penalized as a double loaded lot. Mr. Beach suggested that ordinance language be proposed to deal with similar situations, as well as corner lots adjacent to undeveloped or underdeveloped rights of way.

Mr. Beach noted that there were two more issues identified in the Planning Department memorandum. One issue is that the photometric plan shows no light on the farthest parking spaces. Mr. Borlace explained that the most eastern spaces were covered by lighting on the back of the residential garage, which were not included in the photometric plan. Mr. Holdwick of Greentech Engineering noted that the wall pack lights are mounted at 15 feet high; but may be able to light the farthest northwestern spaces if they were raised a bit.

The other issue is whether it is appropriate to allow the area west of the garage to remain as a gravel surface. Mr. Holdwick explained that the gravel area was behind the building and will see very little traffic, since the overhead doors are on the north face of the building. It is intended to limit the amount of runoff to the existing drainage basin. Mr. Beach noted that overhead doors on the west side of the building would be impractical due to the snow.

**SPECIAL LAND USE PERMIT  
DEVELOPMENT AGREEMENT  
PRIME TIME SELF STORAGE FACILITY**

HIGHLAND TOWNSHIP, OAKLAND COUNTY, MICHIGAN  
PARCELS #11-30-200-042 and 11-30-200-024

This Permit for Special Land Use and Development Agreement is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2022 by the CHARTER TOWNSHIP OF HIGHLAND, a Michigan Charter Township (“Township”), with offices located at 205 N. John Street, Highland, Michigan 48357 and FEIGLEY TWO, LLC (“Feigley” and/or “Developer/Owner” ) a Michigan Limited Liability Corporation with an address of 1583 Legacy Lane, Michigan 48381.

**Recitals:**

1. On October 3, 2022, the Charter Township of Highland Board of Trustees voted to {approve/deny} the request for a Special Land Use Approval for a self storage facility on that portion of parcel 11-30-200-042 that lies south of major gas pipelines (file #URSA 22-01). The site plan, which covers also parcel 11-30-200-024 had been previously approved by the Planning Commission on August 18, 2022. The subject parcel is currently zoned C-2, General Commercial Zoning District and C-3, Low Impact Commercial District. These approvals covers real property described as:

T3N, R7E, SEC 30 PART OF NE ¼ BEG AT PT DIST S 89-39-30 E 1173.92 FT FROM N ¼ COR; TH S89-39-30 E 150 FT, TH S 00-32-43 W 500 FT, TH N 89-39-30W 150 FT, TH N 00-32-43-3 500 FT TO BEG 1.72 A and

T3N, R73, SEC 30 PART OF NE ¼ BEG AT PT DIST S 90-30-30 E 977.94 FT 7 S 00-32-43 W 500 FT FROM N ¼ COR, TH S 89-39-30E 345.98 FT, TH 2 00-32-43 W 167.80 FT, TH N 89-39-30 W 345.98 FT, TH N OO-32-43 E 167.80 FT TO BEG 1.33 S

Vacant W Highland Rd                      Tax Identification Nos. 11-30-200-042 and 11-30-200-024

2. The project calls for development of a self-storage facility accessed from a private road south of W. Highland Road. This use is allowed with special land use approval for parcels zoned C-2, provided the layout allows for another retail/commercial use along the road frontage. The use is a permitted use in parcels zoned C-3, Only a small portion of the northmost proposed building lies within that part of the property under C-2 Zoning.

3. The Planning Commission conducted a public hearing on September 15 to hear comments regarding an application submitted by Feigley 2, LLC. There was no public comment

and the use was recommended for approval by the Township Board with the finding that the use was appropriate for its surroundings and properly screened from any residential use in the area.

4. The Planning Commission approved the site plan at its meeting of August 18, 2022 subject to final staff approval and approval of the special land use by the Board of Trustees. The approved plans are prepared by Greentech Engineering, dated August 11-2022. A generalized site plan is attached as Exhibit A and complete plans are on file with the Planning Department at Highland Township. It was agreed that occupancy can be granted upon completion of buildings 1 and 2, and that the space between buildings 2 and 8 could be gravel surfaced and used for outdoor storage of vehicles if the site were completed with all requirements for drainage, security and lighting.

IT IS HEREBY AGREED TO:

1. The Special Land Use permit shall take effect upon completion of the required site improvements, which include:

- a. 8 separate self storage buildings totaling 63,140 square feet, ranging from 6000 square feet to 12250 square feet, along with the hot mix asphalt pavement surrounding the two most northern buildings. Occupancy may be approved after construction of the first two buildings and a gravel surface may be established throughout the rest of the site. The area south of Buildings 1 and 2 may be used as outdoor storage of vehicles until such time as the space is needed for any of the other proposed buildings.
- b. Swales and stormwater retention basins located along the perimeters of the site. Runoff will be managed through surface drainage.
- c. Approximately 1400 lineal feet of six foot high chain link security fence and gates. The fire department will be provided access to the gate through a Knox Box system.
- d. Lighting consisting of building mounted light packs and pole lighting conforming to Zoning Ordinance requirements as documented in the photometric plan by Gasser Bush Associates, dated August 9, 2022. Over time, pole lights may be removed if future building mounted lights prove sufficient to meet minimum required lighting levels.

2. The Developer agrees to provide an **{irrevocable letter of or cash bond}** the amount of \$210,000 (50% of Exhibit B Cost Estimate) as a performance guarantee with the Township to ensure completion of site improvements in accordance with Section 3.09 of the Zoning Ordinance, prior to commencement of work on the site. The Developer may not commence leasing to the public (“occupancy”) until Planning Staff determines that the minimum requirements for safe access have been satisfied (e.g. paving and drainage). Staff may approve occupancy prior to completion of the site work if the amount of the performance guarantee is equal to 150% of the anticipated costs of any site improvements remaining to be completed at the time of occupancy. Said “anticipated cost” do not include vertical building cost. The Township agrees to make periodic reviews of this guarantee and to reduce same based upon partial completion of the site improvements.

3. The Developer agrees to post \$10,000 as an escrow deposit for the estimated cost of inspection of site improvements for the project by the Township Engineer. Upon completion of the site improvements, the Township shall refund any unused portion on the escrow deposit to

the Developer. If the Township Engineer's costs exceed the amount of the deposit, the Developer shall make additional deposits to cover the costs.

4. All site improvements must be completed within two years of the date of final site plan approval. This does not necessarily extend to completion of all buildings indicated on the site plan, but rather covers drainage, lighting and security measures. This time period may be extended subject to approval of the Township. The Developer agrees that if the improvements are not complete within the two years (as may be extended) the Township is entitled to, but not required to, enter unto the property and complete the improvements. The Township may use the deposited performance guarantee to complete the improvements, and the costs shall include reasonable attorney and consultant fees incurred as a result of the Township's need to complete the improvements.

5. The Special Use permit may be revoked by the Township, upon determination by the Township Board that any of the following conditions apply:

- a. The operator has ceased the use for a period of one year or more
- b. The operator has repeatedly violated provisions of the permit
- c. The operator has repeatedly violated other provisions of the General Code of Ordinances

In making its determination, the Township Board shall consider the operator's response to any notices of violation that may have been issued by the Township. The Township Board may refer the matter to the Planning Commission for recommendation. Upon request, the Township shall provide a written notice of such revocation that shall be in recordable form.

6. Should the operator/tenant and/or the developer wish to propose any changes to the approved site plan or the land use permit, they must contact the Township and seek prior approval by following the appropriate review process. If the Zoning Administrator determines that a proposed use is of a different scale or character than that considered in approving this Special Land Use permit, the operator/tenant and/or developer may then seek a new permit following whatever process is in place at that time.

7. This Special Land Use Permit may be assigned or transferred to a subsequent operator/tenant and /or developer/property owner provided said assignee or transferee agrees in writing to be bound by the terms and conditions of this permit.

6. This Permit may be amended only pursuant to an agreement in writing executed by the Township and the operator/tenant and the developer/property owner.

7. Invalidation of any of the provisions contained in this Permit, or of the application thereof to any person by judgment or court order shall in no way affect any of the other provisions hereof or the application thereof to any other person and the same shall remain in full force and effect.

*Signatures on following pages*

Feigley Two, LLC

\_\_\_\_\_  
Dale Feigley  
Member

*ACKNOWLEDGEMENT*

STATE OF MICHIGAN        )  
  )  
COUNTY OF OAKLAND     )        ss

On this \_\_\_\_ day of \_\_\_\_\_, 2022, before me appeared Dale Feigley, member of Feigley Two LLC to me personally known, who, being by me duly sworn, did say that he acknowledges said instrument to be the free act and deed of said Township.

\_\_\_\_\_

Notary Public

\_\_\_\_\_ County, Michigan

My Commission Expires: \_\_\_\_\_

*Signatures continue on following page*

**CHARTER TOWNSHIP OF HIGHLAND**

By: \_\_\_\_\_  
Rick A. Hamill  
Its: Supervisor

By: \_\_\_\_\_  
Tami Flowers  
Its: Clerk

*ACKNOWLEDGEMENT*

STATE OF MICHIGAN            )  
  )  
COUNTY OF OAKLAND        )        ss

On this \_\_\_\_\_ day of \_\_\_\_\_, 2022, before me appeared Rick A. Hamill and Tami Flowers to me personally known, who, being by me duly sworn, did say that they are, respectively, the Supervisor and the Clerk of the Charter Township of Highland, Oakland County, Michigan, and that said instrument was signed and sealed on behalf of said Township, by the authority of its Township Board, and they acknowledge said instrument to be the free act and deed of said Township.

\_\_\_\_\_  
Notary Public  
\_\_\_\_\_ County, Michigan  
My Commission Expires: \_\_\_\_\_

Drafted by:  
Elizabeth J. Corwin  
Charter Township of Highland  
205 N. John St  
Highland, MI 48357

When recorded return to:  
Planning & Zoning Department  
Charter Township of Highland  
205 N. John St  
Highland, MI 48357





EXHIBIT B  
COST OPINION AND SCHEDULE

**Self-Storage Facilities  
Prime Time Self Storage  
COST OPINION FOR SITE IMPROVEMENTS**

TASK	COST OPINION
Grading	\$120,000
Pavement and Gravel	\$150,000
Storm Water Retention basins	\$95,000
Site Lighting	\$12,000
Fencing	\$20,000
Landscaping	\$20,000
Site Restoration/Soil Erosion covered by OCWRC Permit	-----
SUBTOTAL	\$417,000

PERFORMANCE GUARANTEE REQUIRED AT 50% OF COST OF SITE IMPROVEMENTS =  
\$210,000

**Highland Township Planning Commission  
Record of the 1390<sup>th</sup> Meeting  
August 18, 2022**

**Roll Call:**

Scott Green, Chairperson  
Eugene H. Beach, Jr  
Grant Charlick - absent  
Kevin Curtis  
Chris Heyn  
Beth Lewis - absent  
Roscoe Smith  
Scott Temple  
Russ Tierney - absent

Also Present:

Lisa G. Burkhart, AICP - Zoning Administrator

Visitors: 2

Chairman Scott Green called the meeting to order at 7:30 p.m.

*Work Session*

**Agenda Item #1:** Parcel: 11-30-200-042 & 11-30-200-024  
Zoning: C-2 General Commercial District &  
C-3 Low-Impact Commercial  
Address: Vacant M-59  
File#: SPR22-08  
Request: Site Plan Review for Self-Storage  
Applicant: Feigley Two, LLC  
Owner: Feigley Two, LLC

Mr. Beach stated that the request is to construct self-storage buildings behind the new car wash. He further reported that the parcels are on the south side of M-59, west of Hickory Ridge Road. The northern parcel, 11-30-200-042 is zoned C-2 and the southerly parcel, 11-30-200-024 is zoned C-3. He noted that self-storage is a use requiring special approval in the C-2 district and a permitted use in the C-3 district. Reports were received from the consultants, Carlisle Wortman dated August 17, 2022 and Hubble Roth and Clark dated August 17, 2022.

Mr. Beach, Mr. Green, and Mr. Temple were concerned about the length of the front façade of building one. They suggested that the front be broken up with columns or wainscoting doors and/or windows. They pointed to Look Self Storage on Milford Road as an example. Mr. Beach and Mr. Temple questioned how climate-controlled storage would work with such large over-head doors in the rear.

Mr. Dan LeClair, P.E, with Green Tech Engineering, was present representing the applicant. He stated that the front building is totally enclosed for climate-controlled storage. He suggested that building number one was more like a bank than a storage building. Mr. Heyn, having experience with storage facilities, suggested installing a man door beside each overhead door in building one.

The members further discussed the width of aisles between buildings, site phasing and landscaping. Mr. LeClair stated that the only paving will be around buildings one and two and that the rest will be graveled surfaces. He also noted that buildings one and two will be constructed right away and that the rest of the site will be outdoor storage of recreational vehicles and boats. The other buildings will be phased over several yeas as demand increases for inside storage. Mr. LeClair stated that they have reviewed the comments of the consultants.

Mr. Temple asked about rezoning vs special use for the project. Mr. Beach stated that the Planning Commission could make a conditional approval subject to rezoning or special approval.

Mr. Beach made a motion to approve SPR22-08 submitted by applicant and owner Fiegley Two, LLC, subject to final staff review and staff determination as to the necessity of any further rezonings, variances or special uses given the split zoning nature of the property and also subject to Fire Marshal review. Mr. Green supported the motion. Roll Call Vote: Mr. Curtis - yes, Mr. Heyn - yes, Mr. Green - yes, Mr. Beach - yes, Mr. Temple - yes, Mr. Smith - yes. The motion was approved with six yes votes.

**Agenda Item #2:** Committee Updates  
Zoning Board of Appeals:  
Township Board:  
Highland Downtown Development Authority:  
Planning Director's Update

Committee updates were discussed. Chairman Green reported for the Zoning Board of Appeals. Mr. Smith reported for the Downtown Development Authority. Mrs. Lewis was not present. Mrs. Burkhart reported on the status of the Township Hall, Chill in the Mill and Fire Station 2 construction.

Mr. Green asked that the Planning Commission be provided language for event venues, such as Wedding Barns for Planning Commission discussion at their meeting of September 15, 2022.

**Agenda Ítem #3:** Minutes: August 4, 2022

Mr. Beach moved to approve the minutes of August 4, 2022, as presented. Mr. Curtis supported the motion. The motion was approved by a unanimous voice vote.

At 8:25 p.m., Mr. Beach made a motion to adjourn the meeting. Mr. Green supported the motion. The motion was approved by a unanimous voice vote.

Respectfully submitted,

A. Roscoe Smith, Secretary  
ARS/lgb

CHARTER TOWNSHIP OF HIGHLAND



<input checked="" type="checkbox"/>	Site Plan Review
<input type="checkbox"/>	Rezoning
<input type="checkbox"/>	Use Requiring Special Approval
<input type="checkbox"/>	Land Division
<input type="checkbox"/>	Land Division & Combination
<input type="checkbox"/>	Road Profile
<input type="checkbox"/>	Other

PLAN REVIEW APPLICATION

Highland Township Planning Department, 205 N. John Street, Highland Michigan 48357 (248) 887-3791 Ext. 2

Date filed: 8/11/22 Fee: 750 Escrow: 2500 Case Number: 22-08

NOTICE TO APPLICANT AND OWNER

BY SIGNING THIS APPLICATION, THE APPLICANT AND OWNER ACKNOWLEDGE ONE OR THE OTHER OR BOTH ARE RESPONSIBLE FOR ALL APPLICATION AND CONSULTANT FEES THAT ARISE OUT OF THE REVIEW OF THIS REQUEST THE OWNER ALSO AUTHORIZES THE TOWNSHIP TO PLACE A SIGN ON THE PROPERTY, IF NECESSARY, TO INFORM THE PUBLIC OF THE PENDING MATTER BEING REQUESTED.

REQUIRED COPIES OF PLANS

INITIAL REVIEW: 3 HARD COPIES OF PLANS AND .PDF COPY OF PLANS  
CONSULTANTS REVIEW OF APPROVED PLANS SUBJECT TO CONDITIONS: 5 COPIES

APPLICANT AND PROPERTY OWNER INFORMATION

Applicant: Figley Two, LLC.

Phone: (248)496-8518 Email: \_\_\_\_\_

Address: 1450 Pettibone Lake Road Highland MI 48381  
(Street) (City) (State) (Zip)

Property Owner: Figley Two, LLC. Phone: (248) 496-8518

Address: 1450 Pettibone Lake Road Highland MI 48381  
(Street) (City) (State) (Zip)

PROPERTY INFORMATION

Address or Adjacent Streets: Vacant - M-59

Lot Width: 346' Lot Depth: 829' Lot Area: 6.62 Ac

Tax Identification Number(s) (Sidwell): 11-30-200-042 & 11-30-200-024

PROJECT INFORMATION

Project Name: Prime Time Storage of Highland

Existing Use: Vacant Current Zoning: C-2 & C-3

Proposed Use: Self Storage Proposed Zoning: Existing Zoning

APPLICANT

SIGNATURE: Dale Feigley  
NAME: Dale Feigley

On the 11 day of AUGUST 2022 before me, a Notary Public, personally appeared the above named person whose signature appears above, and who executed the foregoing instrument, and he/she acknowledged to me that he/she executed the same.

State Of Michigan  
County Of Oakland

Notary Public: [Signature]

OWNER

SIGNATURE: Dale Feigley  
NAME: Dale Feigley

On the 11 day of AUG 2022 before me, a Notary Public, personally appeared the above named person whose signature appears above, and who executed the foregoing instrument, and he/she acknowledged to me that he/she executed the same.

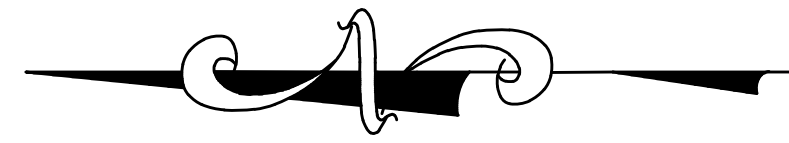
State Of Michigan  
County Of Oakland

Notary Public: [Signature]

\* If there are Co-Applicants and/or Co-Owners associated with this property(ies) to be acted upon, please submit a Notarized Co-Applicant's and/or Co-owner's "Interest in Property Certificate" with this application. The person signing this cover sheet will be considered the official designee for the group and all correspondence will be addressed to this person.

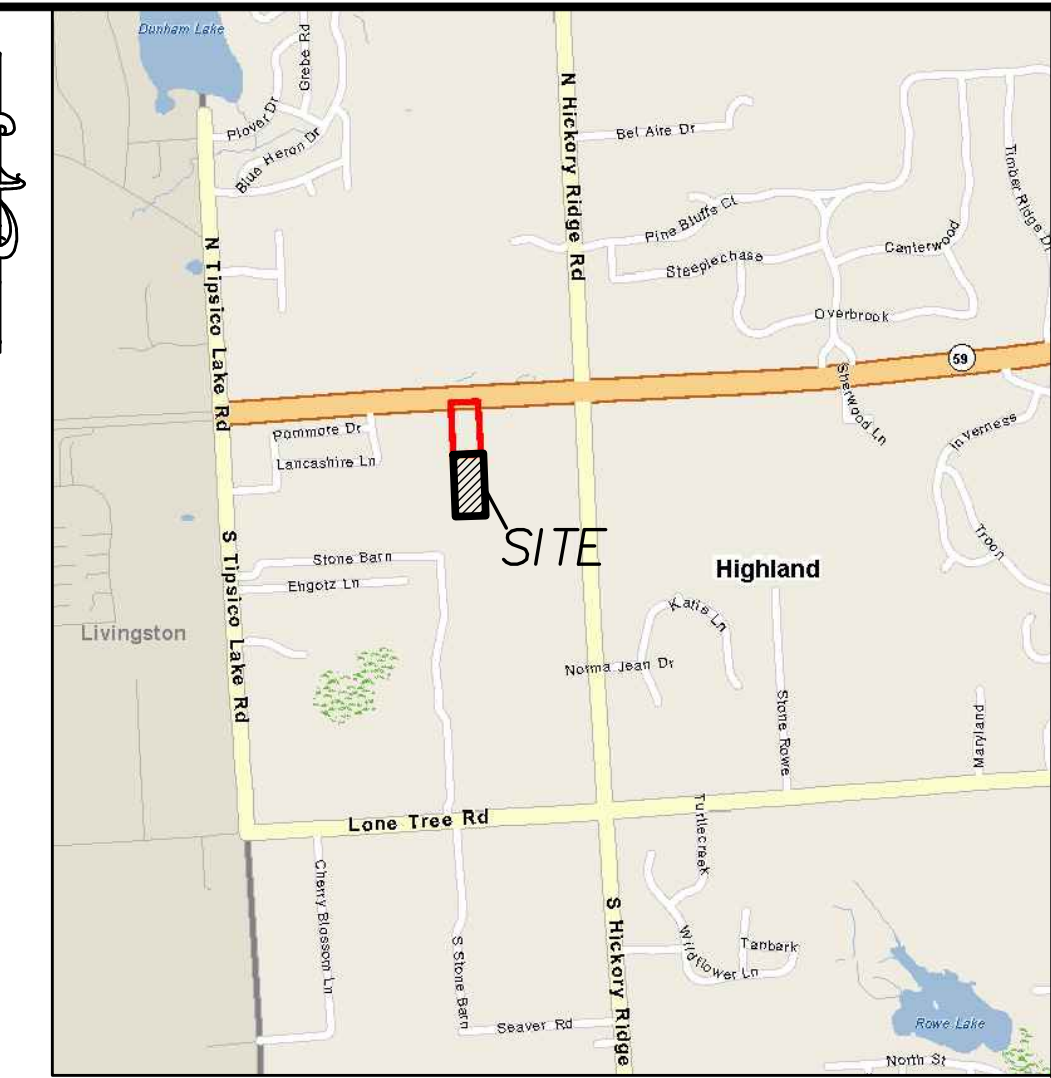
\* A notarized letter giving the Applicant authorization to represent the Owner is also permitted in lieu of a signature on this application. The person signing this cover sheet, however, will be considered the official designee for the Owner and all correspondence will be addressed to this person.

**BENCHMARK:**  
 NAIL IN NORTH SIDE OF UTILITY POLE  
 NEAR NORTHEAST CORNER OF PROPERTY.  
 ELEVATION: 1014.46 N.A.V.D.88



# SITE PLAN for **PRIME TIME STORAGE OF HIGHLAND**

**CHARTER TOWNSHIP OF HIGHLAND, OAKLAND COUNTY,  
 MICHIGAN**



**LOCATION MAP**  
 NOT TO SCALE

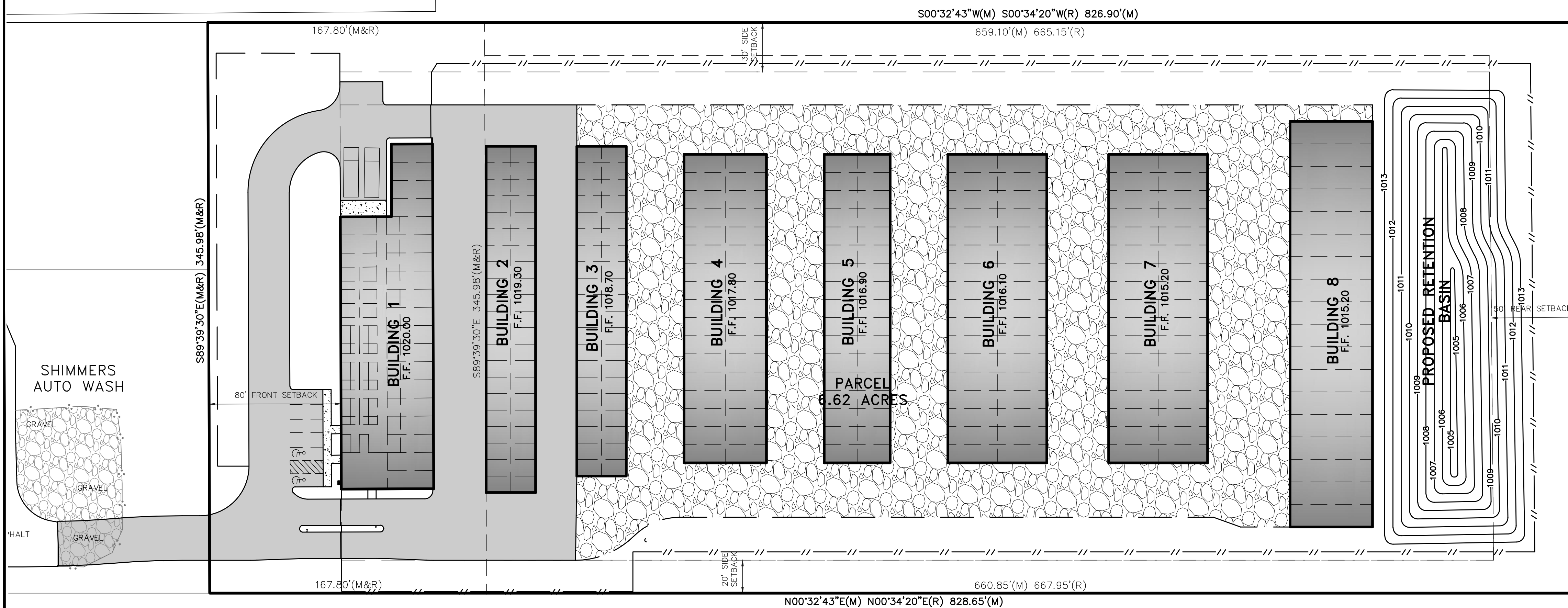
RESIDENTIAL  
 Site Commission  
 Plat Plans  
 COMMERCIAL  
 Site Planning  
 Industrial & Multi-Unit  
 SURVEYING  
 ALTA Surveys  
 Boundary Surveys  
 Easement Surveys  
 Parcel Splitting  
 Construction Staking

GREENTECH

ENGINEERING, INC.  
 CIVIL ENGINEERS & LAND SURVEYORS

51147 Pontiac Trail, Wixom, MI 48393  
 Phone: (248) 668-0700 Fax: (248) 668-0701

Know what's below  
 Call before you dig.



**SHEET INDEX:**

- 1 COVER SHEET
  - 2 LAYOUT & DIMENSION PLAN
  - 3 EXISTING CONDITIONS PLAN
  - 4 GRADING, DRAINAGE & SOIL EROSION AND SEDIMENTATION CONTROL PLAN
  - 5 STORM WATER MANAGEMENT PLAN
  - 6 LANDSCAPE PLAN
- 
- 1 OF 1 PHOTOMETRIC PLAN
  - A.101 BUILDING FLOOR PLAN
  - A.201 BUILDING ELEVATIONS
- 
- 1 OF 2 HIGHLAND TOWNSHIP DESIGN STANDARDS - STORM SEWER DETAILS
  - 2 OF 2 HIGHLAND TOWNSHIP DESIGN STANDARDS - STORM SEWER DETAILS
  - 1 OF 1 SOIL EROSION AND SEDIMENTATION CONTROL DETAILS

**NOTE:**  
 THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AS DISCLOSED BY AVAILABLE UTILITY COMPANY RECORDS AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE COMPANY. NO GUARANTEE IS EITHER EXPRESSED OR IMPLIED AS TO THE COMPLETENESS OR ACCURACY THEREOF. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK, AND AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES. THE CONTRACTOR SHALL NOTIFY THE DESIGN ENGINEER IMMEDIATELY IF A CONFLICT IS APPARENT.

**APPLICANT/OWNER:**  
 DALE FEIGLEY  
 FEIGLEY TWO, LLC  
 1450 PETTIBONE LAKE ROAD  
 HIGHLAND, MI 48381  
 PHONE: (248) 496-8518

**SURVEYOR/ENGINEER:**  
 GREENTECH ENGINEERING, INC.  
 51147 W. PONTIAC TRAIL  
 WIXOM, MI 48393  
 PHONE: (248) 668-0700  
 FAX: (248) 668-0701  
 CONTACT: DAN LECLAIR, P.E.

**ARCHITECT:**  
 GAV ASSOCIATES, INC.  
 24001 ORCHARD LAKE ROAD  
 SUITE 180A  
 FARMINGTON, MI 48336  
 PHONE: (248) 985-9101  
 CONTACT: GHASSAN ABDELNOUR



FEIGLEY TWO, LLC

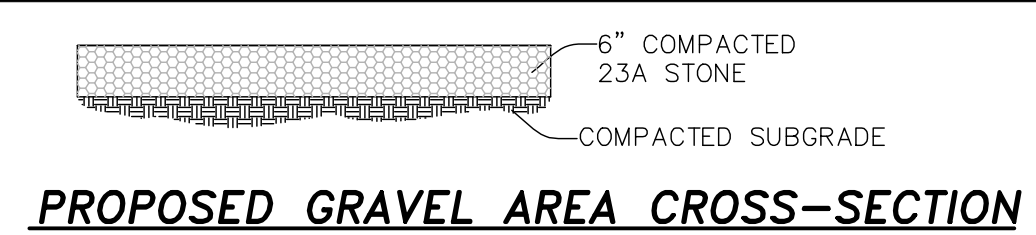
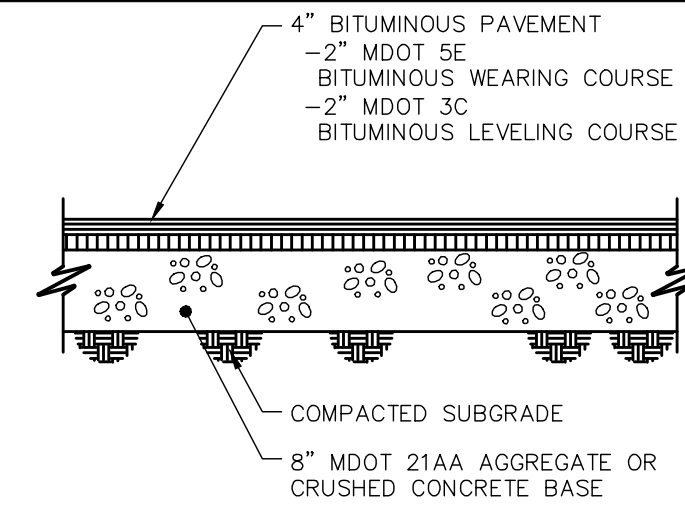
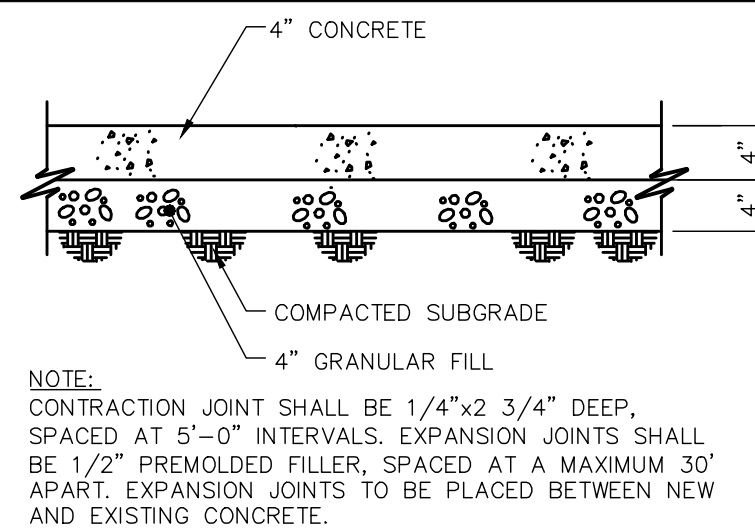
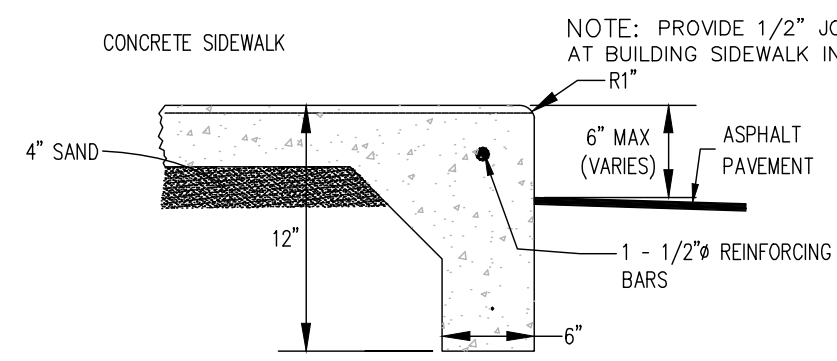
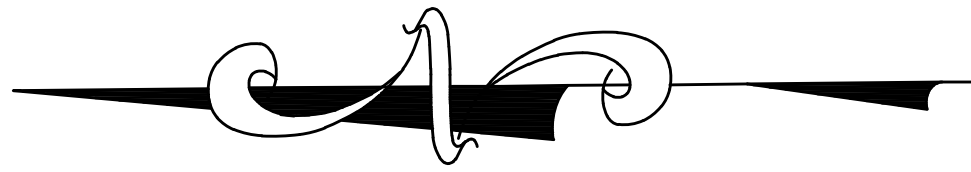
COVER SHEET

PRIME TIME STORAGE OF HIGHLAND  
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 SECTION: 30  
 CHARTER TOWNSHIP OF HIGHLAND  
 OAKLAND COUNTY  
 MICHIGAN

RANGE: 7 E.

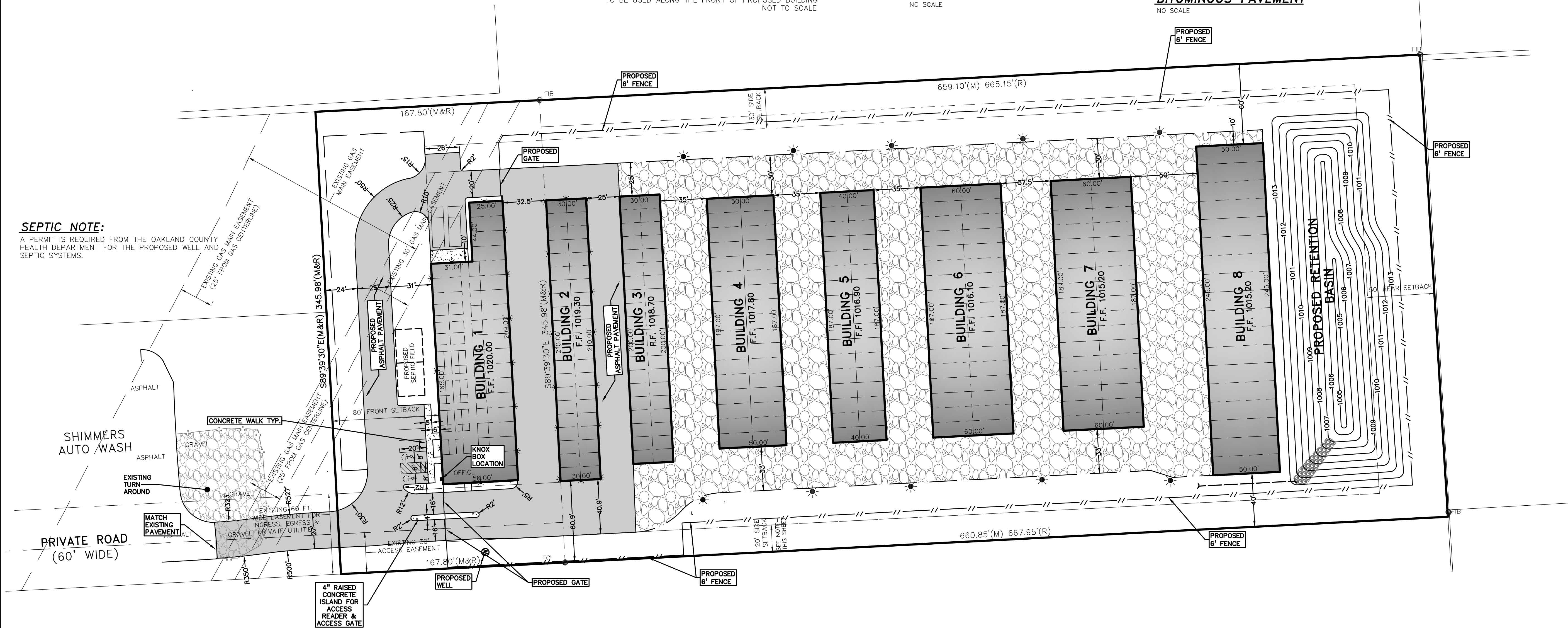
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DATE: 8-11-2022
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CHECKED BY: JPP/DJL
FBK: -- CHF: MM SCALE: HOR 1" = 40 FT. VER 1" = -- FT.
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21-207

**BENCHMARK:**  
 NAIL IN NORTH SIDE OF UTILITY POLE  
 NEAR NORTHEAST CORNER OF PROPERTY.  
 ELEVATION: 1014.46 N.A.V.D.88



**NOTE:**  
 ALL PAVING AND GRADING IMPROVEMENTS  
 SHALL CONFORM TO HIGHLAND TOWNSHIP  
 DESIGN STANDARDS.

**SEPTIC NOTE:**  
 A PERMIT IS REQUIRED FROM THE OAKLAND COUNTY  
 HEALTH DEPARTMENT FOR THE PROPOSED WELL AND  
 SEPTIC SYSTEMS.



**LIGHT FIXTURE LEGEND**

- ☼ WALL PAC LIGHT
- ☼ TEMPORARY LIGHT POLE  
30' HEIGHT

**WESTERLY SETBACK NOTE:**

AT THE TIME OF THIS APPLICATION, THE PROPERTY TO THE WEST IS CURRENTLY ZONED RESIDENTIAL. AS A RESULT, THE REQUIRED BUILDING SETBACK IS DOUBLE THAT REQUIRED BY ZONING ORDINANCE FOR THE C-3 ZONING DISTRICT. SHOULD THE NEIGHBORING PROPERTY BE RE-ZONED TO A COMMERCIAL ZONING, THE BUILDING SETBACK MAY BE REDUCED ACCORDING TO THE ZONING ORDINANCE.

**BUILDING CONSTRUCTION NOTE:**

THE CONSTRUCTION OF THIS DEVELOPMENT IS TO TAKE PLACE IN MULTIPLE PHASES. BUILDINGS 1 & 2 ARE PROPOSED TO BE CONSTRUCTED AS PART OF THE FIRST PHASE. THE REMAINING BUILDINGS SHOWN WILL BE CONSTRUCTED AS DEMAND ALLOWS. THE REAR PORTION OF THE SITE WILL BE UTILIZED FOR OUTDOOR STORAGE OF BOATS AND RV'S UNTIL THE ADDITIONAL SELF STORAGE BUILDINGS ARE CONSTRUCTED. BOAT AND RV STORAGE WILL BE LIMITED TO LEGALLY REGISTERED VEHICLES ONLY.

**LOT COVERAGE CALCULATION:**

BUILDING	AREA(SF)	UNITS
1	10340	68
2	6300	42
3	6000	40
4	9350	34
5	7480	34
6	11220	34
7	12250	18
<b>TOTAL</b>	<b>63140 SF</b>	<b>270</b>
<b>TOTAL SITE AREA</b>	<b>286395 SF</b>	
<b>LOT COVERAGE</b>		<b>22.0%</b>

**GENERAL NOTES:**

- ALL WORKMANSHIP AND MATERIALS SHALL BE IN ACCORDANCE WITH THE CURRENT STANDARDS AND SPECIFICATIONS OF THE CHARTER TOWNSHIP OF HIGHLAND AND/OR OAKLAND COUNTY.
- BUILDING MOUNTED AND/OR MONUMENT SIGN WILL BE PROPOSED. PRIOR TO ERECTING THE SIGN, AN APPLICATION AND APPROPRIATE SUBMISSIONS SHALL BE MADE TO THE BUILDING DEPARTMENT FOR REVIEW AND APPROVAL PRIOR TO ISSUANCE OF A SIGN PERMIT. ALL SIGNS SHALL CONFORM TO THE TOWNSHIP'S SIGN ORDINANCE.
- STATE REQUIREMENTS FOR BARRIER-FREE PARKING SPACES SHALL SUPERSEDE ANY TOWNSHIP REQUIREMENTS.
- STRIPING AND SIGNAGE SHOULD COMPLY TO MUTCD.
- PARKING LOT LIGHTING SHALL CONFORM WITH ZONING ORDINANCE REQUIREMENTS. LAMPS TO BE FULLY SHIELDED AND DOWNWARD-DIRECTED.

**GENERAL NOTES:**

- THESE NOTES APPLY TO ALL CONSTRUCTION ACTIVITIES ON THIS PROJECT.
- ALL DIMENSIONS SHOWN ARE TO EDGE OF PAVEMENT, FACE OF SIDEWALK, OUTSIDE FACE OF BUILDING, PROPERTY LINE UNLESS OTHERWISE NOTED.
  - ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH HIGHLAND TOWNSHIP CURRENT STANDARDS AND SPECIFICATIONS.
  - THE CONTRACTOR SHALL NOTIFY THE TOWNSHIP ENGINEER AND/OR THE AUTHORITY HAVING JURISDICTION 3 BUSINESS DAYS PRIOR TO THE BEGINNING OF CONSTRUCTION.
  - ALL ON SIGHT SIGNAGE AND PAVEMENT MARKINGS SHALL BE IN COMPLIANCE WITH MUTCD. PARKING STALL STRIPING SHALL BE 4" WIDE (SINGLE) AND YELLOW.
  - NO WORK IS ANTICIPATED WITHIN THE EXISTING M-59 RIGHT OF WAY AS PART OF THIS DEVELOPMENT.

**PARCEL ID:** 11-30-200-042 & 11-30-200-024

**SITE DATA:**  
 SITE AREA: 6.62 ACRES  
 ZONING: C-2 & C-3, GENERAL COMMERCIAL DISTRICT  
 EXISTING USE: VACANT  
 PROPOSED USE: SELF STORAGE  
 REQUIRED LOT COVERAGE: 30% MAX.  
 PROPOSED LOT COVERAGE: 22.0%

**BUILDING SETBACKS**

FRONT:	REQUIRED	PROPOSED
FRONT:	80'	80'
SIDES:	20' MIN, 50' TOTAL	SIDES: 40' WEST, 60' EAST
REAR:	50'	REAR: 50'

**REQUIRED PARKING SPACES**  
 1 SPACE FOR EACH 100 STORAGE UNITS WITH A MINIMUM OF 6 SPACES  
 TOTAL PROPOSED STORAGE UNITS - 270  
 TOTAL PARKING SPACES REQUIRED - 6  
 TOTAL PARKING SPACES PROVIDED - 6

**LEGAL DESCRIPTION PARCEL NO. 11-30-200-042 (BY OTHERS):**

PART OF THE NORTHEAST 1/4 OF SECTION 30, T.03N., R.07E., HIGHLAND TOWNSHIP, OAKLAND COUNTY, MICHIGAN, DESCRIBED AS:  
 BEGINNING AT A POINT, BEING DISTANT S89°39'30"E 977.94 FEET ALONG THE NORTH LINE OF SAID SECTION 30, AND S00°32'43"W 500.00 FEET FROM THE NORTH 1/4 CORNER OF SAID SECTION 30; THENCE S89°39'30"E 345.98 FEET; THENCE S00°32'43"W 167.80 FEET; THENCE N89°39'30"W 345.98 FEET; THENCE N00°32'43"E 167.80 FEET TO THE POINT OF BEGINNING. CONTAINING 1.33 ACRES, TOGETHER WITH AND SUBJECT TO A 60 FOOT WIDE EASEMENT FOR INGRESS, EGRESS AND PRIVATE UTILITIES, AND SUBJECT TO ANY OTHER RIGHTS-OF-WAY, EASEMENTS AND RESTRICTIONS OF RECORD.

**LEGAL DESCRIPTION PARCEL NO. 11-30-200-024 (BY OTHERS):**

TOWN 3 NORTH, RANGE 7 EAST, SECTION 30, PART OF THE NORTHEAST 1/4, BEGINNING AT POINT DISTANT S89°39'30"E 977.46 FEET AND S00°34'20"W 667.95 FEET FROM THE NORTH 1/4 CORNER; THENCE S89°39'30"E 345.98 FEET; THENCE S00°34'20"W 665.15 FEET; THENCE N89°32'43"W 346.00 FEET; THENCE N00°34'20"E 667.95 FEET TO THE POINT OF BEGINNING. 5.29 ACRES

**NOTICE:**

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**NOTE:**

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**GREENTECH ENGINEERING, INC.**  
 CIVIL ENGINEERS & LAND SURVEYORS  
 51147 Portico Trail, Wkrm, MI 48393  
 Phone: (248) 668-0700 Fax: (248) 668-0701

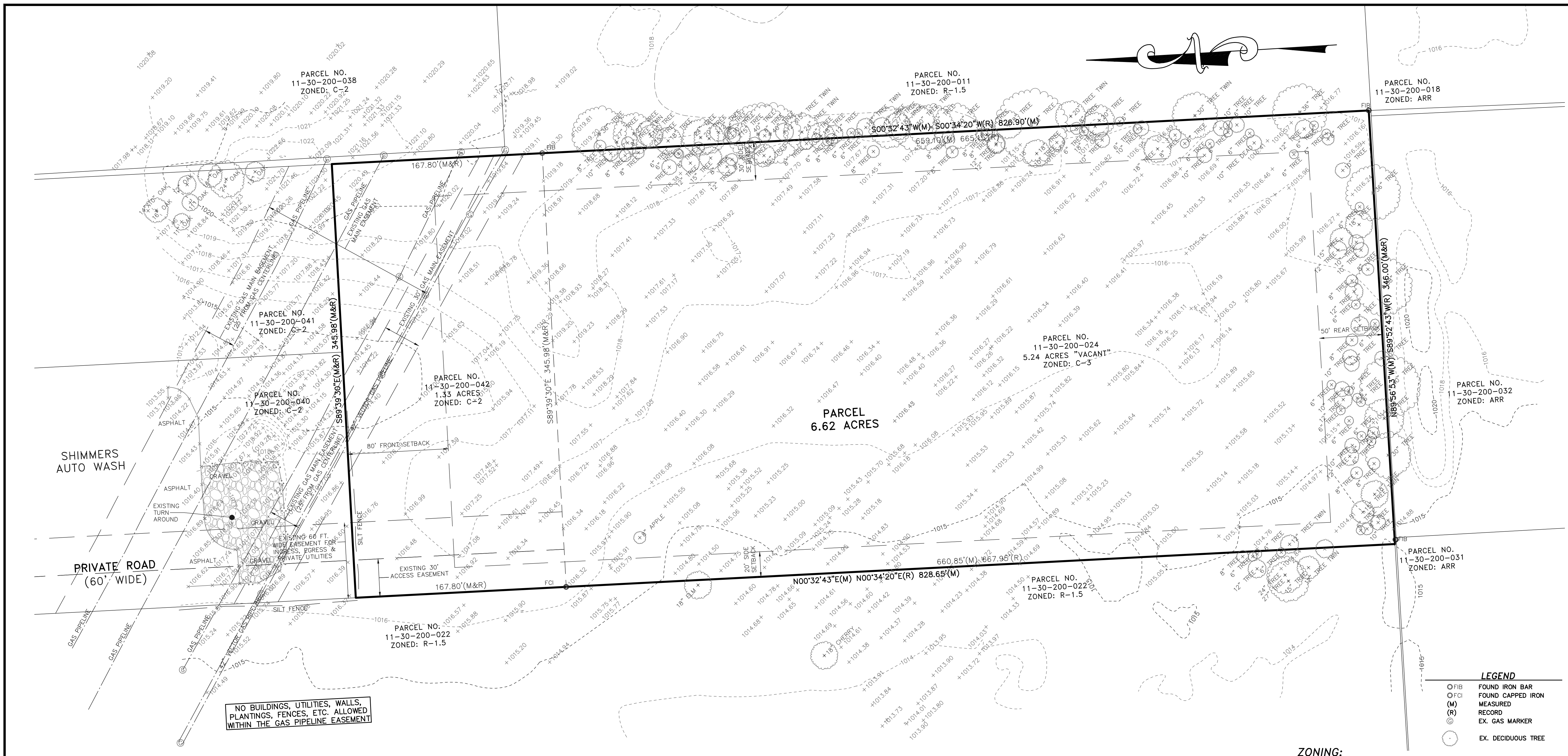
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**LAYOUT & DIMENSION PLAN**  
 CLIENT: FEIGLEY TWO, LLC  
 PRIME TIME STORAGE OF HIGHLAND TOWNSHIP, 3 N. OAKLAND COUNTY MICHIGAN RANGE 7 E.  
 SECTION 30

**REVISED**

DATE: 8-11-2022
DRAWN BY: RMS
CHECKED BY: JPP/DJL
SCALE: HOR 1" = 40 FT. VER 1" = -- FT.

2  
21-207



NO BUILDINGS, UTILITIES, WALLS, PLANTINGS, FENCES, ETC. ALLOWED WITHIN THE GAS PIPELINE EASEMENT

- LEGEND**
- FIB
  - FCI
  - (M)
  - (R)
  - 
  -
- FOUND IRON BAR  
FOUND CAPPED IRON MEASURED  
EX. GAS MARKER  
EX. DECIDUOUS TREE

**ZONING:**  
C-2 - GENERAL COMMERCIAL AND  
C-3 - LOW-IMPACT COMMERCIAL

**SETBACKS:**  
ORDINANCE  
FRONT: 80 FEET  
REAR: 50 FEET  
SIDES: 20 FEET ONE SIDE  
50 FEET TOTAL

\*ARCHITECT OR DESIGN INDIVIDUAL TO VERIFY SETBACKS WITH HIGHLAND TOWNSHIP AND/OR ANY HOMEOWNER'S ASSOCIATION ORDINANCE PRIOR TO DESIGN.

**BENCHMARK:**  
NAIL IN NORTH SIDE OF UTILITY POLE NEAR NORTHEAST CORNER OF PROPERTY. ELEVATION: 1014.46 N.A.V.D.88

**SURVEY NOTES:**  
1. TITLE WORK WAS NOT PROVIDED. ALL EXISTING EASEMENTS MAY NOT BE SHOWN.  
2. A WETLAND AND TREE SURVEY WERE NOT PERFORMED AS PART OF THIS SURVEY.

**LEGAL DESCRIPTION PARCEL NO. 11-30-200-042 (BY OTHERS):**

PART OF THE NORTHEAST 1/4 OF SECTION 30, T.03N., R.07E., HIGHLAND TOWNSHIP, OAKLAND COUNTY, MICHIGAN, DESCRIBED AS: BEGINNING AT A POINT, BEING DISTANT S89°39'30"E 977.94 FEET ALONG THE NORTH LINE OF SAID SECTION 30, AND S00°32'43"W 500.00 FEET FROM THE NORTH 1/4 CORNER OF SAID SECTION 30; THENCE S89°39'30"E 345.98 FEET; THENCE S00°32'43"W 167.80 FEET; THENCE N89°39'30"W 345.98 FEET; THENCE N00°32'43"E 167.80 FEET TO THE POINT OF BEGINNING, CONTAINING 1.33 ACRES TOGETHER WITH AND SUBJECT TO A 60 FOOT WIDE EASEMENT FOR INGRESS, EGRESS AND PRIVATE UTILITIES, AND SUBJECT TO ANY OTHER RIGHTS-OF-WAY, EASEMENTS AND RESTRICTIONS OF RECORD.

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**FLOOD HAZARD STATEMENT:**

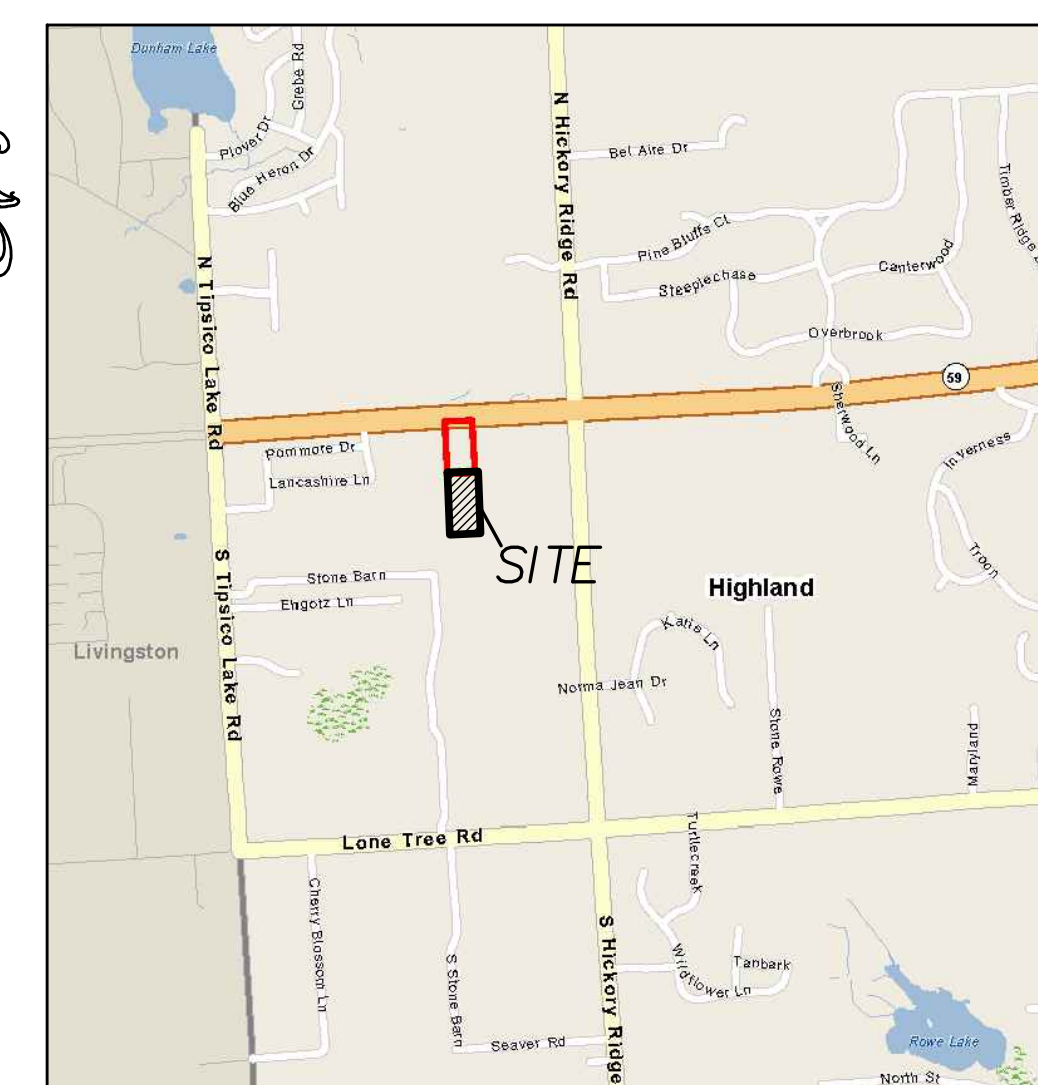
THIS PROPERTY IS LOCATED WITHIN A FEMA DESIGNATED ZONE "X" FLOOD HAZARD AREA AS SHOWN ON NATIONAL FLOOD INSURANCE PROGRAM (NFIP) FOR MICHIGAN FLOOD INSURANCE RATE MAP (FIRM) #26125C0300F (COMMUNITY ID NO. 260650 - TOWNSHIP OF HIGHLAND, OAKLAND COUNTY, MI) WITH AN EFFECTIVE DATE OF SEPTEMBER 29, 2006. THIS STATEMENT IS BASED ON THE CURRENT MAP FOR THE COMMUNITY IN WHICH THE PROPERTY IS LOCATED. ZONE "X" INDICATES AREAS DETERMINED TO BE OUTSIDE OF THE 0.2% ANNUAL CHANCE FLOODPLAIN.

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**LOCATION MAP**  
NOT TO SCALE



Oakland County, Michigan (MI125)

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
13B	Oshtemo-Boyer loamy sands, 0 to 6 percent slopes	6.2	14.2%
14B	Oakville fine sand, 0 to 6 percent slopes	3.4	7.7%
18B	Fox sandy loam, till plain, 2 to 6 percent slopes	28.0	63.6%
38	Napoleon muck	0.8	1.8%
44B	Riddles sandy loam, 1 to 6 percent slopes	1.6	3.7%
67B	Ormas loamy sand, 0 to 6 percent slopes	3.9	8.9%
<b>Totals for Area of Interest</b>		<b>44.0</b>	<b>100.0%</b>

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**EXISTING CONDITIONS**  
PRIME TIME STORAGE OF HIGHLAND TOWNSHIP AND/OR ANY HOMEOWNER'S ASSOCIATION ORDINANCE PRIOR TO DESIGN.  
SECTION 30  
RANGE 7 E.  
HIGHLAND TOWNSHIP  
OAKLAND COUNTY  
MICHIGAN

CLIENT: FEIGLEY TWO, LLC

REVISED

DATE: 8-11-2022  
DRAWN BY: ACS/JPP  
CHECKED BY: JPP/DJL

SCALE: HOR 1"=40 FT.  
VER 1"=-- FT.

3

21-207



**BENCHMARK:**

NAIL IN NORTH SIDE OF UTILITY POLE  
NEAR NORTHEAST CORNER OF PROPERTY.  
ELEVATION: 1014.46 N.A.V.D.88

**GRADING AND DRAINAGE LEGEND:**

- 725.00 PROPOSED SPOT GRADE ELEVATION
- DBL = DROP BRICK LEDGE
- TP = TOP OF PAVEMENT
- TW = TOP OF WALK/WALL
- TC = TOP OF CURB
- G = GUTTER
- BW = FINISH GRADE AT BOTTOM OF RETAINING WALL
- FG = FINISH GRADE
- FF = FINISH FLOOR
- ← = FINISH FLOW DIRECTION
- ↖ = EMERGENCY 100YR OVERLAND OVERFLOW ROUTE

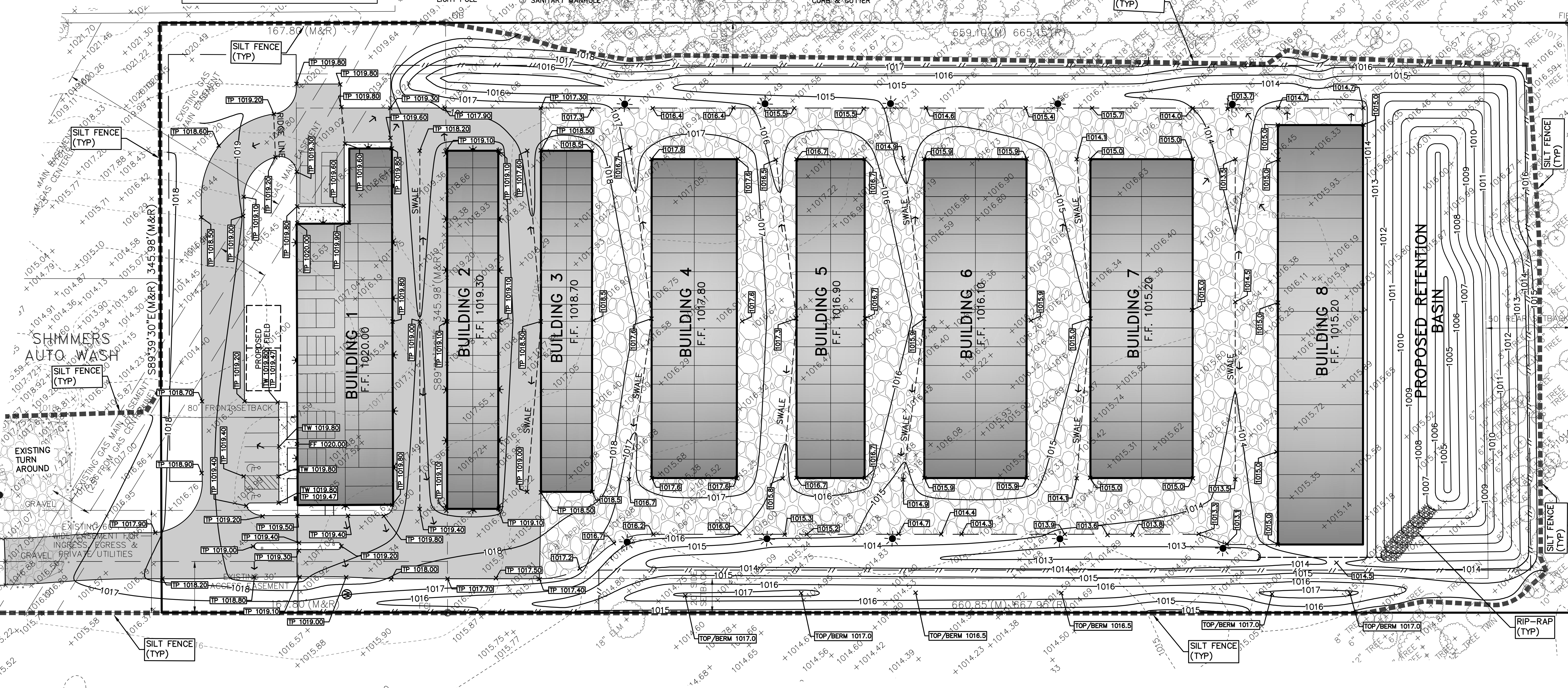
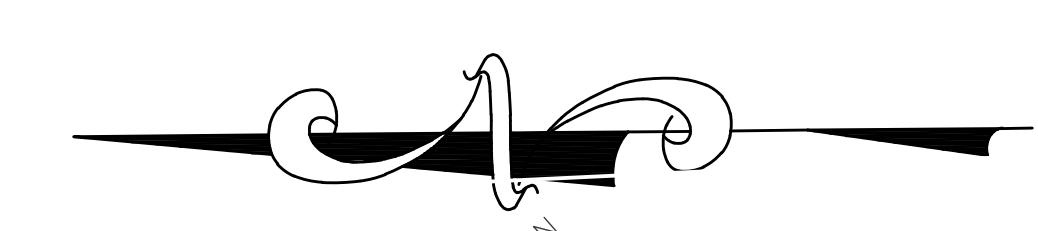
**SOIL EROSION LEGEND:**

- INLET FILTER
- SILT FENCE / DISTURBANCE LIMITS

**LEGEND:**

- (R) RECORDED
- (M) MEASURED
- XXX FOUND POST
- COMMUNICATION/ELECTRIC
- FIB/FI/FIP/MON
- SECTION CORNER
- UTILITY POLE
- GUY WIRE
- MAILBOX
- FLAG POLE
- AIR CONDITIONER
- LIGHT POLE
- POST
- BOLLARD
- BOLLARD LIGHT
- SIGNAL POLE
- SIGN
- DOWNSPOUT
- CLEANOUT
- CATCH BASIN
- END SECTION
- STORM MANHOLE
- SANITARY MANHOLE
- MANHOLE
- TELEPHONE MANHOLE
- ELECTRIC MANHOLE
- HYDRANT
- GATE VALVE
- WATER SHUT OFF
- SOIL BORING
- CONIFEROUS TREE
- DECIDUOUS TREE
- LANDSCAPE TREE
- SANITARY SEWER
- STORM SEWER
- WATER MAIN
- GAS MAIN
- OVERHEAD LINES
- FENCE LINE
- RIGHT OF WAY
- ZONING LIMITS
- PROPERTY BOUNDARY
- RETAINING WALL
- TREE LINE
- CONTOUR 1 FT. INCR.
- CONTOUR 5 FT. INCR.
- CURB & GUTTER

DISTURBANCE AREA = ±6.4 ACRES



**SEQUENCE OF CONSTRUCTION:**

1. INSTALL TEMPORARY GRAVEL DRIVEWAY AND ALL PERIMETER SOIL EROSION AND SEDIMENTATION CONTROL MEASURES AS INDICATED ON PLANS. INSTALL INLET FILTERS ON EXISTING STRUCTURES. (2 DAYS)
2. STRIP EXISTING TOPSOIL, VEGETATION AND ORGANIC FROM THE BUILDING PAD AND PARKING AREAS. COMMENCE LAND BALANCE AND MASS GRADING OPERATIONS. MAINTAIN A MINIMUM 5' BUFFER OF EXISTING VEGETATION AROUND PERIMETER WHENEVER POSSIBLE. STOCKPILES SHOULD BE LOCATED AWAY FROM EXISTING DRAINAGE FACILITIES. (3 WEEKS)
3. EXCAVATE AND INSTALL UNDERGROUND UTILITIES COMPLETE. INSTALL INLET FILTERS ON ALL DRAINAGE STRUCTURES. EXISTING STORM SEWER FACILITIES SHALL BE PROTECTED FROM EROSION AND SEDIMENT INFILTRATION AT ALL TIMES. (1 WEEK)
4. BEGIN BUILDING CONSTRUCTION. (8 WEEKS)
5. INSTALL PAVING. REPLACE INLET FILTERS, AS NECESSARY. (2 WEEKS)
6. INSTALL LANDSCAPING MATERIALS. SEED & MULCH OR SOO ALL DISTURBED AREAS. (1 WEEK)
7. REMOVE ALL TEMPORARY SOIL EROSION AND SEDIMENTATION CONTROL MEASURES ONCE PERMANENT MEASURES ARE ESTABLISHED. (2 DAYS)

OPERATIONS TO BE PERFORMED BY CONTRACTOR	DAILY	WEEKLY	AS NEEDED
SCRAPE, CLEAN OR SWEET STREETS	X		X
DUST CONTROL MEASURES		X	X
INLET FILTERS		X	X
SILT FENCE		X	X

**MAINTENANCE REQUIREMENTS:**

THE SOIL EROSION CONTROLS WILL BE MAINTAINED WEEKLY AND AFTER EVERY STORM EVENT BY THE CONTRACTOR.

**SILT FENCE:**  
SILT FENCES SHOULD BE INSPECTED IMMEDIATELY AFTER EACH RAINFALL AND SEVERAL TIMES DURING PROLONGED RAINFALLS. IF THE FENCE IS SAGGING OR THE SOIL HAS REACHED ONE HALF THE HEIGHT OF THE FABRIC, THE SOIL BEHIND THE FABRIC MUST BE REMOVED AND DISPOSED OF IN A STABLE UPLAND SITE. THE SOIL CAN BE ADDED TO THE SPOIL PILE. IF THE FABRIC IS BEING UNDERCUT (I.E. IF THE WATER IS SEEPING UNDER THE FENCE), THE FENCE SHOULD BE REMOVED AND REINSTALLED FOLLOWING THE GIVEN PROCEDURES. FABRIC WHICH DECOMPOSES OR OTHERWISE BECOMES INEFFECTIVE SHOULD BE REMOVED AND SAVED WITH NEW FILTER FABRIC IMMEDIATELY. FILTER FENCES SHOULD BE REMOVED ONCE VEGETATION IS WELL ESTABLISHED AND THE UP-SLOPE IS FULLY STABILIZED OR UNLESS OTHERWISE DIRECTED BY THE ENGINEER.

**RIP-RAP:**  
INSPECTIONS SHOULD BE MADE OF ALL RIP-RAPPED SITES IMMEDIATELY AFTER THE FIRST RAINFALL FOLLOWING INSTALLATION. DISPLACED RIP-RAP SHOULD BE REPLACED AS NECESSARY FOR PROPER FUNCTION.

**ACCESS ROADS (HAUL ROADS):**  
PROPER MAINTENANCE MAY INCLUDE ADDING ADDITIONAL LAYERS OF STONE WHEN THE ORIGINAL STONE BECOMES COVERED WITH MUD. AFTER EACH STORM EVENT, INSPECT THE ROAD FOR EROSION AND MAKE ANY NECESSARY REPAIRS. IT IS ALSO IMPORTANT TO CHECK AND MAINTAIN ANY BMP'S WHICH ARE USED IN CONJUNCTION WITH THIS BMP, ESPECIALLY THOSE FOR DRAINAGE. ALL SEDIMENT DROPPED OR ERODED ONTO PUBLIC RIGHT-OF-WAYS SHOULD BE REMOVED IMMEDIATELY BY SWEEPING.

**SEEDING, SODDING & MULCHING:**  
SEEDING, SODDING OR MULCHED AREAS SHOULD BE CHECKED FOLLOWING EACH RAIN TO ENSURE THE MATERIAL IS STAYING IN PLACE. ADDITIONAL TACKING MATERIALS OR NETTING MAY NEED TO BE APPLIED TO HOLD THE AFOREMENTIONED MATERIALS IN PLACE. MAINTENANCE PROCEDURES SHOULD ALSO BE FOLLOWED FOR THE BMP'S WHICH WERE IMPLEMENTED TO KEEP ERODED SOIL OR CONCENTRATED RUNOFF AWAY FROM THESE TARGET AREAS.

**GENERAL GRADING & EARTHWORK NOTES:**

THESE NOTES APPLY TO ALL CONSTRUCTION ACTIVITIES ON THIS PROJECT

1. CONTRACTOR TO FIELD VERIFY ALL EXISTING TREES AND BRUSH AND REMOVE ALL THAT ARE NECESSARY TO GRADE SITE.
2. ALL GRADES ARE PROPOSED SPOT GRADE ELEVATION UNLESS OTHERWISE NOTED.
3. THE STAGING OF CONSTRUCTION ACTIVITIES SHALL OCCUR ONLY WITHIN THE SITE BOUNDARIES. ANY CONSTRUCTION ACTIVITIES OUTSIDE OF THE SITE BOUNDARIES SHALL BE AT THE SOLE RESPONSIBILITY AND RISK OF THE CONTRACTOR.
4. ALL SOIL EROSION AND SEDIMENTATION CONTROL MEASURES SHALL MEET THE REQUIREMENTS OF CHARTER TOWNSHIP OF HIGHLAND. AN EROSION CONTROL PERMIT MUST BE SECURED PRIOR TO CONSTRUCTION.
5. ALL DISTURBED AREAS SHALL BE SEEDDED AND MULCHED OR SODDED IN ACCORDANCE WITH THE CHARTER TOWNSHIP OF HIGHLAND REQUIREMENTS.
6. THE CONTRACTOR SHALL NOTE EXISTING UNDERGROUND UTILITIES WITHIN AND ADJACENT TO THE SITE. BACKFILL FOR EXISTING UTILITY TRENCHES SHALL BE EXAMINED CRITICALLY. ANY TRENCHES FOUND TO HAVE SOFT, UNSUITABLE OR UNSUITABLE BACKFILL MATERIAL, IN THE OPINION OF THE GEOTECHNICAL ENGINEER, THAT ARE TO BE WITHIN THE ZONE OF INFLUENCE OF PROPOSED BUILDINGS OR PAVEMENT SHALL BE COMPLETELY EXCAVATED AND BACKFILLED WITH SUITABLE MATERIAL.

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RESIDENTIAL  
Site Commission  
First Plans  
COMMERCIAL  
Site Planning  
Industrial & Multi-Unit  
SURVEYING  
ALTA SURVEYS  
Boundary Surveys  
Parcel Surveys  
Construction Staking

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**GRADING, DRAINAGE & SESC PLAN**  
CLIENT: FEIGLEY TWO, LLC  
PRIME TIME STORAGE OF HIGHLAND  
TOWNSHIP: 3 N.  
CHARTER TOWNSHIP OF HIGHLAND  
SECTION: 30  
OAKLAND COUNTY  
MICHIGAN  
RANGE: 7 E.

DATE: 8-11-2022  
DRAWN BY: RMS  
CHECKED BY: JPP/DJL

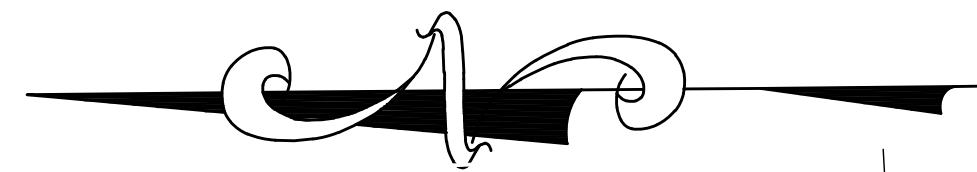
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SCALE: HOR 1" = 30 FT.  
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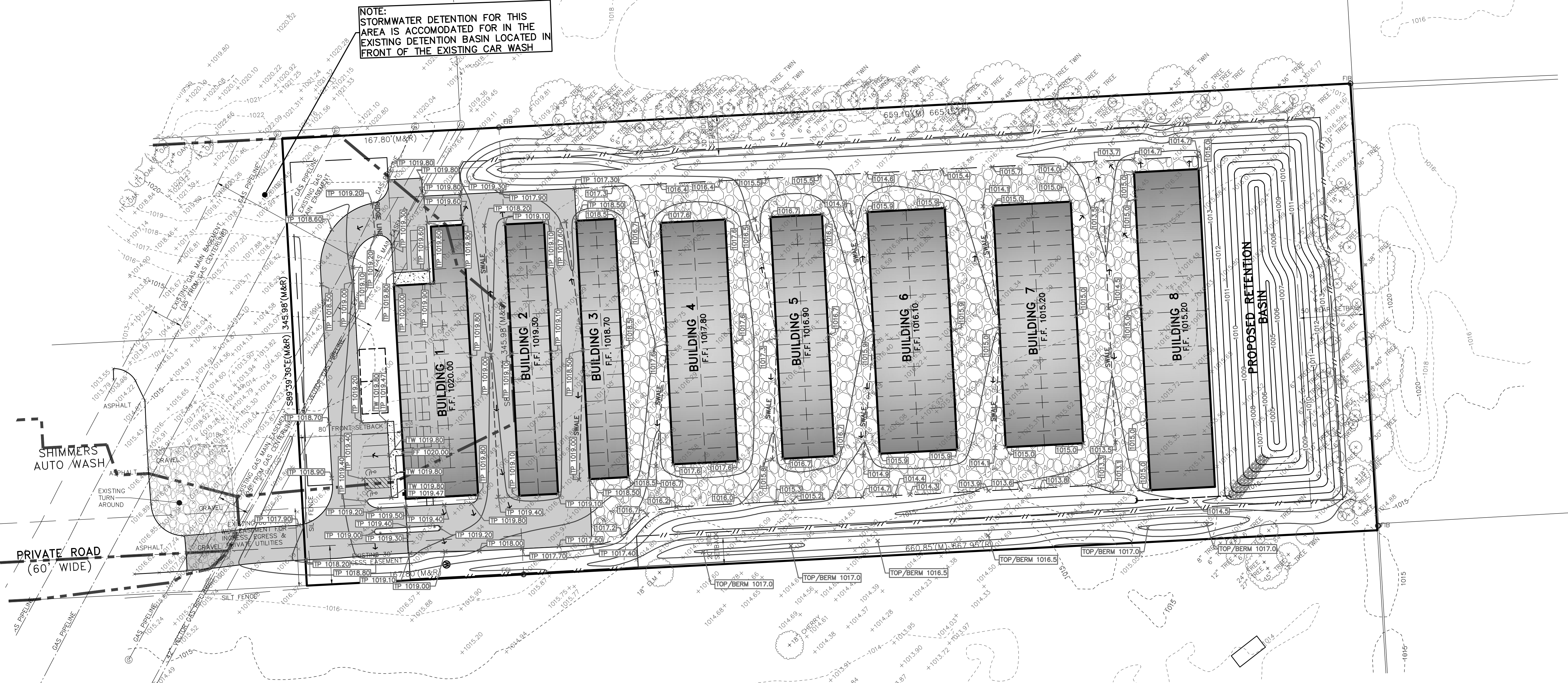
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21-207

**BENCHMARK:**  
 NAIL IN NORTH SIDE OF UTILITY POLE  
 NEAR NORTHEAST CORNER OF PROPERTY.  
 ELEVATION: 1014.46 N.A.V.D.88



**NOTE:**  
 STORMWATER DETENTION FOR THIS  
 AREA IS ACCOMODATED FOR IN THE  
 EXISTING DETENTION BASIN LOCATED IN  
 FRONT OF THE EXISTING CAR WASH



NO BUILDINGS, UTILITIES, WALLS,  
 PLANTINGS, FENCES, ETC. ALLOWED  
 WITHIN THE GAS PIPELINE EASEMENT

**HIGHLAND TOWNSHIP STORM WATER INFILTRATION BASIN DESIGN**  
 100 YEAR STORM

PROJECT: OAKLAND COUNTY / HIGHLAND TWP  
 DETENTION BASIN DESIGN

DESIGN VARIABLES: Tributary Area (A<sub>1</sub>) = 5.77 acres  
 Run-Off Coefficient (C) = 0.72

**Total Retention Volume**  
 $V_{RB} = (18985 \times C \times A \times 2) - V_c = 157786$  cuft

**RUNOFF COEFFICIENT CALCULATION**

LAND USE	AREA (A) (acres)	RUNOFF COEFFICIENT (C)
PAVEMENT	3.59	0.95
WATER	0.00	1.00
LAWN/OPEN SPACE	2.18	0.35
<b>TOTAL AREA</b>	<b>5.77</b>	<b>0.72</b>

**RETENTION BASIN VOLUME**

	West Side of Basin	South Side of Basin	East Side of Basin
1. Surface storage volume $V_{ss} = A_t \times H$	$A_{top} = 7966$ sqft $A_{bot} = 2880$ sqft $A_1 = 4725$ sqft $H = 1$ ft $V_{ss} = 0$ cuft	$A_{top} = 21796$ sqft $A_{bot} = 1083$ sqft $A_1 = 11439$ sqft $H = 7$ ft $V_{ss} = 80076$ cuft	$A_{top} = 13046$ sqft $A_{bot} = 1166$ sqft $A_1 = 7106$ sqft $H = 0$ cuft
2. Storage volume below the surface $V_{subsurface} = (P_{soil} \times E_{soil} + P_{stone} \times E_{stone}) \times SA$	hsoil= 0.00 ft esoil= 0.10 ft hstone= 0.00 ft estone= 0.40 ft SA= 2,880 sqft Vsubsurface= 0.00 cuft	hsoil= 0.50 ft esoil= 0.60 ft hstone= 0.00 ft estone= 0.40 ft SA= 1083 sqft Vsubsurface= 324.87 cuft	hsoil= 0.00 ft esoil= 0.10 ft hstone= 0.00 ft estone= 0.40 ft SA= 1166 sqft Vsubsurface= 0.00 cuft
3. Infiltration volume during six hour period $V_i = (K_{inf} \times S_r \times 6 \times A_i) / 12$	$K_{inf} = 9.4$ in/hr $S_r = 0.5$ $A_i = 4,725$ sqft $V_i = 11,104$ cuft	$K_{inf} = 14.3$ in/hr $S_r = 0.5$ $A_i = 11,439$ sqft $V_i = 40,896$ cuft	$K_{inf} = 14.3$ in/hr $S_r = 0.5$ $A_i = 7,106$ sqft $V_i = 25,404$ cuft
4. Total Basin Volume $V_{tot} = V_{ss} + V_{subsurface} + V_i$	$V_{tot} = 11,104$ cuft	$V_{tot} = 121,297$ cuft	$V_{tot} = 25,404$ cuft
		<b>Combined Storage</b> 157,804 cuft	<b>Req'd Volume</b> 157,786 cuft

**RETENTION BASIN**

ELEVATION	BASIN AREA	AVG. AREA	HEIGHT	VOLUME	CUMULATIVE VOLUME
1005	425				
1006	2,100	1,263	1.0	1,263	1,263
1007	4,400	3,250	1.0	3,250	4,513
1008	6,900	5,650	1.0	5,650	10,163
1009	9,500	8,200	1.0	8,200	18,363
1010	12,400	10,950	1.0	10,950	29,313
1011	15,400	13,900	1.0	13,900	43,213
1012	18,600	17,000	1.0	17,000	60,213
1013	22,500	20,550	1.0	20,550	80,763

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**STORM WATER MANAGEMENT PLAN**

CLIENT: FEIGLEY TWO, LLC

PRIME TIME STORAGE OF HIGHLAND  
 TOWNSHIP: 3 N.  
 SECTION: 30  
 CHARTER TOWNSHIP OF HIGHLAND  
 OAKLAND COUNTY  
 MICHIGAN

REVISED

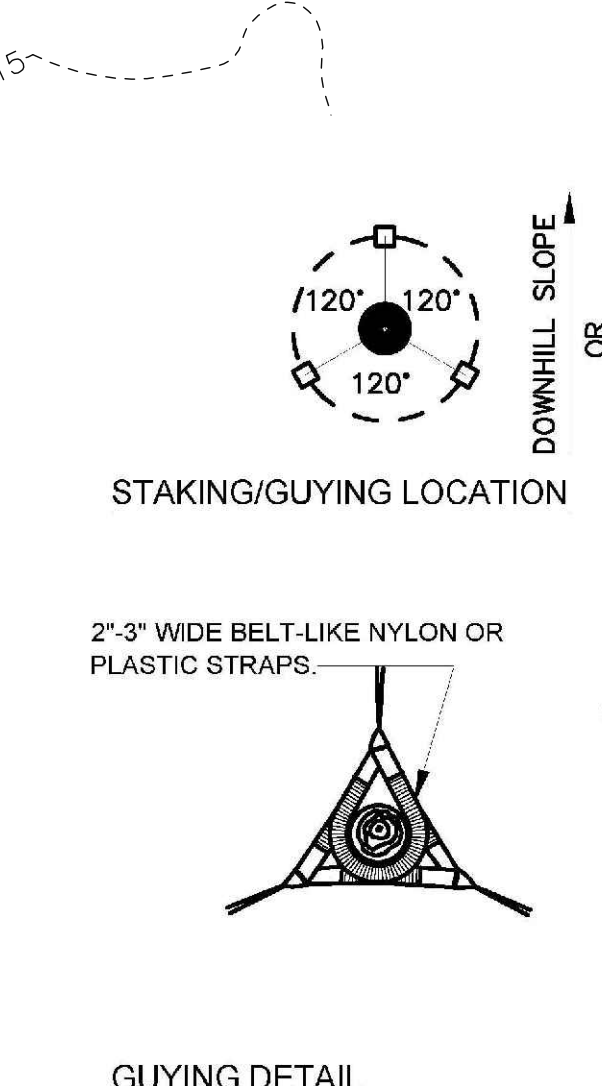
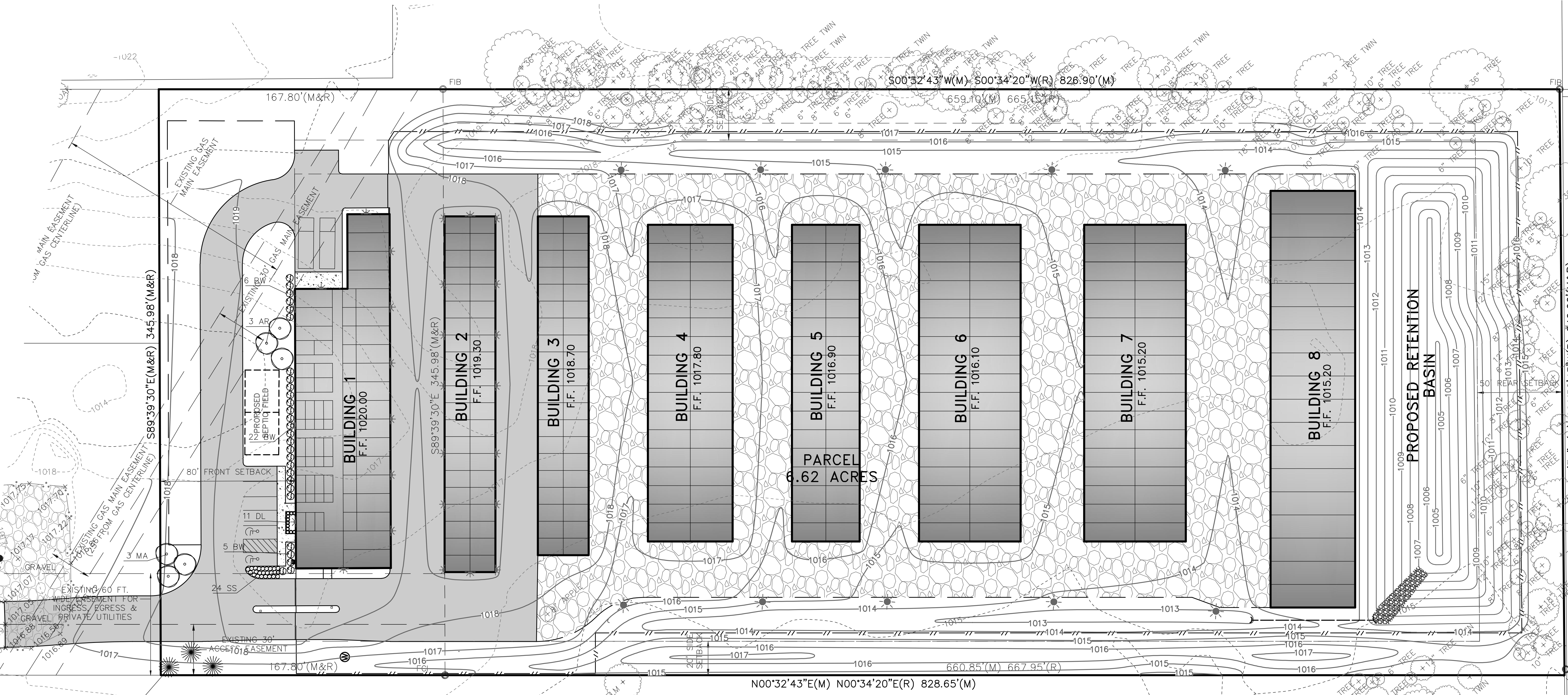
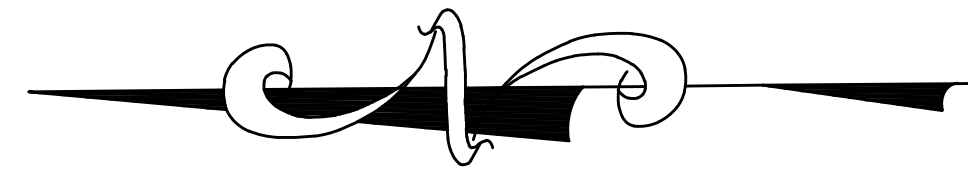
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 DRAWN BY: RMS  
 CHECKED BY: JPP/DJL

SCALE: HOR 1" = 40 FT.  
 VER 1" = -- FT.

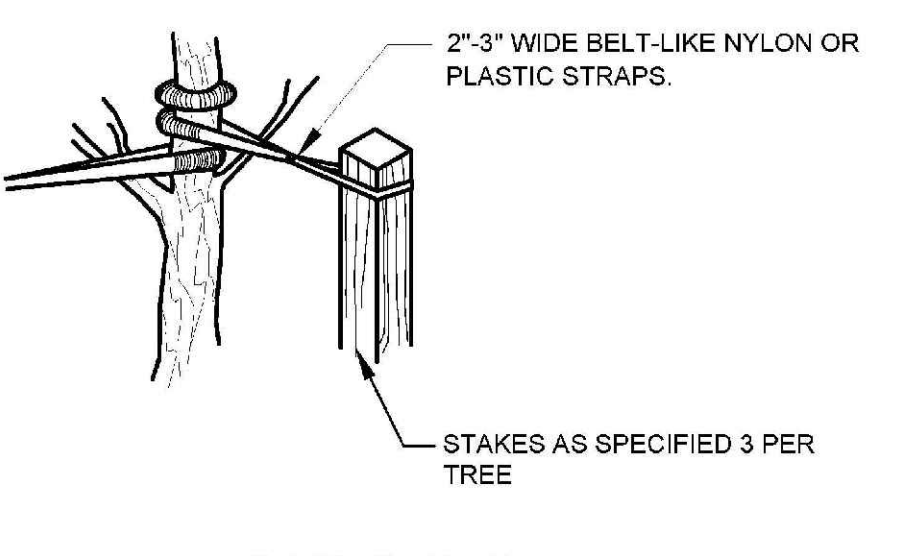
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21-207

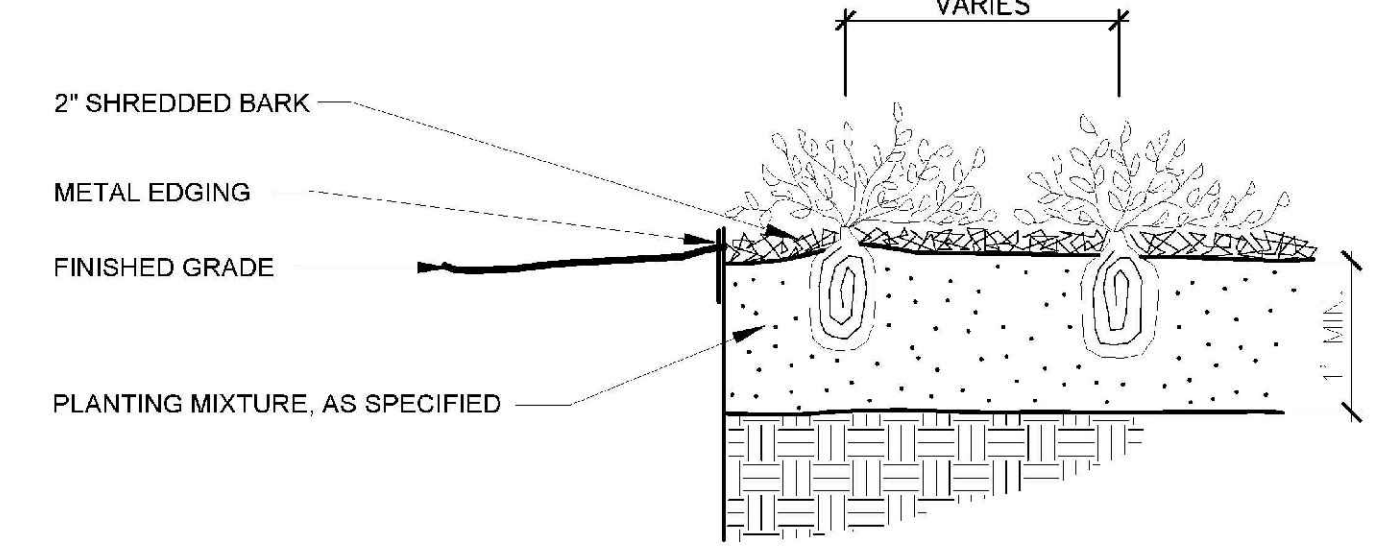
**BENCHMARK:**  
 NAIL IN NORTH SIDE OF UTILITY POLE  
 NEAR NORTHEAST CORNER OF PROPERTY.  
 ELEVATION: 1014.46 N.A.V.D.88



**NOTE:**  
 ORIENT STAKING/GUYING TO PREVAILING WINDS, EXCEPT ON SLOPES GREATER THAN 3:1 ORIENT TO SLOPE.  
 USE SAME STAKING/GUYING ORIENTATION FOR ALL PLANTS WITHIN EACH GROUPING OR AREA



**TREE STAKING DETAIL**  
 Not to scale



**PERENNIAL PLANTING DETAIL**  
 Not to scale

SYM	QTY	BOTANICAL NAME	COMMON NAME	CALIPER	HEIGHT
AR	3	Acer Rubrum	Red Maple	2.5"	
BB	33	Boxacear	Boxwood	3 gal	
DL	11	Hemerocallis	Daylily	1 GAL	
SS	24	Shirobana Spirea	Spirea	3 Gal	
AC	3	Acer Concolor	White Fir		5'
MA	3	Malus 'Adirondack'	Adirondack Crabapple	2"	

**LANDSCAPE NOTES**

- All plants shall be north Midwest American region grown, No. 1 grade plant materials, and shall be true to name, free from physical damage and wind burn.
- Plants shall be full, well-branched, and in healthy vigorous growing condition.
- Plants shall be watered before and after planting is complete.
- All trees must be staked, fertilized and mulched and shall be guaranteed to exhibit a normal growth cycle for at least two (2) full years following Township approval.
- All material shall conform to the guidelines established in the most recent edition of the American Standard for Nursery Stock.
- Provide clean backfill soil, using material stockpiled on site. Soil shall be screened and free of any debris, foreign material, and stone.
- "Agrifirm" tabs or similar slow-release fertilizer shall be added to the planting pits before being backfilled.
- Amended planting mix shall consist of 1/3 screened topsoil, 1/3 sand and 1/3 peat, mixed well and spread to the depth as indicated in planting details.
- All plantings shall be mulched per planting details located on this sheet.
- The Landscape Contractor shall be responsible for all work shown on the landscape drawings and specifications.
- No substitutions or changes of location, or plant types shall be made without the approval of the Landscape Architect.
- The Landscape Architect shall be notified of any discrepancies between the plans and field conditions prior to installation.
- The Landscape Contractor shall be responsible for maintaining all plant material in a vertical condition throughout the guaranteed period.
- The Landscape Architect shall have the right, at any stage of the installation, to reject any work or material that does not meet the requirements of the plans and specifications, if requested by owner.
- Contractor shall be responsible for checking plant quantities to ensure quantities on drawings and plant list are the same. In the event of a discrepancy, the quantities on the plans shall prevail.
- The Landscape Contractor shall seed and mulch or sod (as indicated on plans) all areas disturbed during construction, throughout the contract limits.
- A pre-emergent weed control agent, "Premer" or equal, shall be applied uniformly on top of all mulching in all planting beds.
- All landscape areas shall be provided with an underground automatic sprinkler system.
- Sod shall be two year old "Baron/Cheridaphi" Kentucky Blue Grass grown in a sod nursery on loam soil.

**NOTE:**  
 SUPPLEMENT THE EASTERLY BUFFER AREA (OUTSIDE THE FENCE ENCLOSURE) WITH NEW HARDWOOD AND/OR CONIFEROUS TREE SAPLINGS AT A RATE OF THE EASTERLY BUFFER AREA WITH 300 TO 500 TREES PER ACRE FOR HARDWOODS AND 600 TO 1000 TREES PER ACRE FOR CONIFERS.

PLANT THE WESTERLY BUFFER AREA (OUTSIDE THE FENCE ENCLOSURE WITH NEW HARDWOOD AND/OR CONIFEROUS TREE SAPLINGS AT A RATE OF THE EASTERLY BUFFER AREA WITH 300 TO 500 TREES PER ACRE FOR HARDWOODS AND 600 TO 1000 TREES PER ACRE FOR CONIFERS.

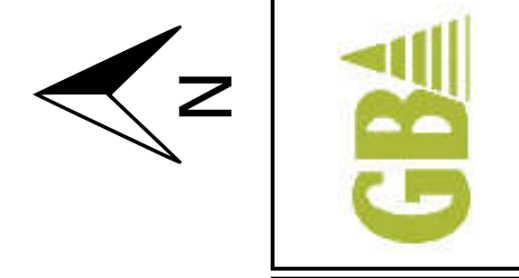
RESIDENTIAL  
 Site Condominium  
 Plat Plans  
 COMMERCIAL  
 Site Planning  
 Surveying & Mapping  
 Industrial & Multi-Unit  
 SURVEYING  
 ALTA Surveys  
 Boundary Surveys  
 Easement Surveys  
 Parcel Splitting  
 Construction Staking

**GREENTECH**  
 ENGINEERING, INC.  
 CIVIL ENGINEERS & LAND SURVEYORS  
 51147 Peritoc Trail, Wixom, MI 48393  
 Phone: (248) 668-0700 Fax: (248) 668-0701

**811**  
 Know what's below  
 Call before you dig.

CLIENT: FEIGLEY TWO, LLC  
**LANDSCAPE PLAN**  
 PRIME TIME STORAGE OF HIGHLAND  
 TOWNSHIP: 3 N.  
 CHARTER TOWNSHIP OF HIGHLAND  
 OAKLAND COUNTY  
 MICHIGAN  
 RANGE: 7 E.  
 SECTION: 30

REVISED  
 DATE: 8-11-2022  
 DRAWN BY: RMS  
 CHECKED BY: JPP/DJL  
 FBK: ---  
 CHF: MM  
 SCALE: HOR 1" = 30 FT.  
 VER 1" = -- FT.  
 6  
 21-207



**Specifications**  
 EPA: 1.01 ft<sup>2</sup>  
 Length: 33"  
 Width: 13"  
 Height H1: 7-1/2"  
 Height H2: 3-1/2"  
 Weight (max): 27 lbs.

**Introduction**  
 The modern styling of the D-Series is striking yet unobtrusive - making a bold, progressive statement even as it blends seamlessly with its environment. The D-Series distills the benefits of the latest in LED technology into a high performance, high efficacy, long-life luminaire. The outstanding photometric performance results in sites with excellent uniformity, greater pole spacing and lower power density. It is ideal for replacing up to 750W metal halide in pedestrian and area lighting applications with typical energy savings of 65% and expected service life of over 100,000 hours.

**Ordering Information** **EXAMPLE: DSX1 LED P7 40K T3M MVOLT SPA NLTAIR2 PIRHN DB8XD**

Series	LEDs	Color temperature	Distribution	Voltage	Mounting	Shipping Included
DSX1 LED	Forward optics	30K 3000K	T3S Type II short	MVOLT <sup>1</sup>	SP	Square pole mounting
	Rotated optics	40K 4000K	T3S Type II short	120V/140V <sup>2</sup>	SP	Round pole mounting
	Rotated optics	50K 5000K	T3M Type II medium	120V	WA	Wall bracket
	Rotated optics		T3M Type II short	240V	SP/WBA	Square pole universal mounting adapter <sup>3</sup>
	Rotated optics		T3M Type II medium	240V	SP/WBA	Round pole universal mounting adapter <sup>3</sup>
	Rotated optics		T3M Type II medium	277V	SP/WBA	Round pole universal mounting adapter <sup>3</sup>
	Rotated optics		T3M Type II medium	347V	KWAD DB8XD V	Mid-arm mounting bracket adapter (specify finish) <sup>4</sup>

Control options	Other options	Finish	Shipping
NLMC Single full generation 2 model <sup>5</sup> PRM Network digital maintenance sensor <sup>6</sup> PR NEMA lock restrictor only (cannot be ordered separately) <sup>7</sup> PMS Free pin connector only (cannot be ordered separately) <sup>8</sup> PRP Spare pin restrictor only (cannot be ordered separately) <sup>8</sup> DMG 5-1/4" dimming wire pulled outside fixture for use with an external control, ordered separately <sup>9</sup> ES Dual wireless <sup>10</sup>	PIR High-flow, motion/ambient sensor 8-15' mounting height, ambient sensor enabled at 30" <sup>11</sup> PRH High-flow, motion/ambient sensor 15-30' mounting height, ambient sensor enabled at 30" <sup>11</sup> PRHCW High-flow, motion/ambient sensor 15-30' mounting height, ambient sensor enabled at 30" <sup>11</sup> PRHFCW High-flow, motion/ambient sensor 15-30' mounting height, ambient sensor enabled at 30" <sup>11</sup> HA 30° ambient sensor <sup>12</sup> BAA By America's Act Compliance HAD Field adjustable lamp <sup>13</sup>	DB8D Dark bronze DB8D Black DB8D Natural aluminum DB8D White DB8D Textured dark bronze DB8D Textured dark DB8D Textured natural aluminum DB8D Textured white	SHIPPED SEPARATELY SP Square pole mounting WA Wall bracket SP/WBA Square pole universal mounting adapter (specify finish) <sup>3</sup>

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**Specifications**  
 Luminaire  
 Width: 13.3/4"  
 Depth: 10"  
 Height: 6-3/8"  
 Weight: 12 lbs  
 Back Box (BBW, ELCW)  
 Width: 13.3/4"  
 Depth: 4"  
 Height: 6-3/8"  
 Weight: 5 lbs  
 Weight: 10 lbs  
 Weight: 14 lbs

**Introduction**  
 The D-Series Wall luminaire is a stylish, fully integrated LED solution for building-mount applications. It features a sleek, modern design and is carefully engineered to provide long-lasting, energy-efficient lighting with a variety of optical and control options for customized performance. With an expected service life of over 20 years of nighttime use and up to 74% in energy savings over comparable 250W metal halide luminaires, the D-Series Wall is a reliable, low-maintenance lighting solution that produces sites that are exceptionally illuminated.

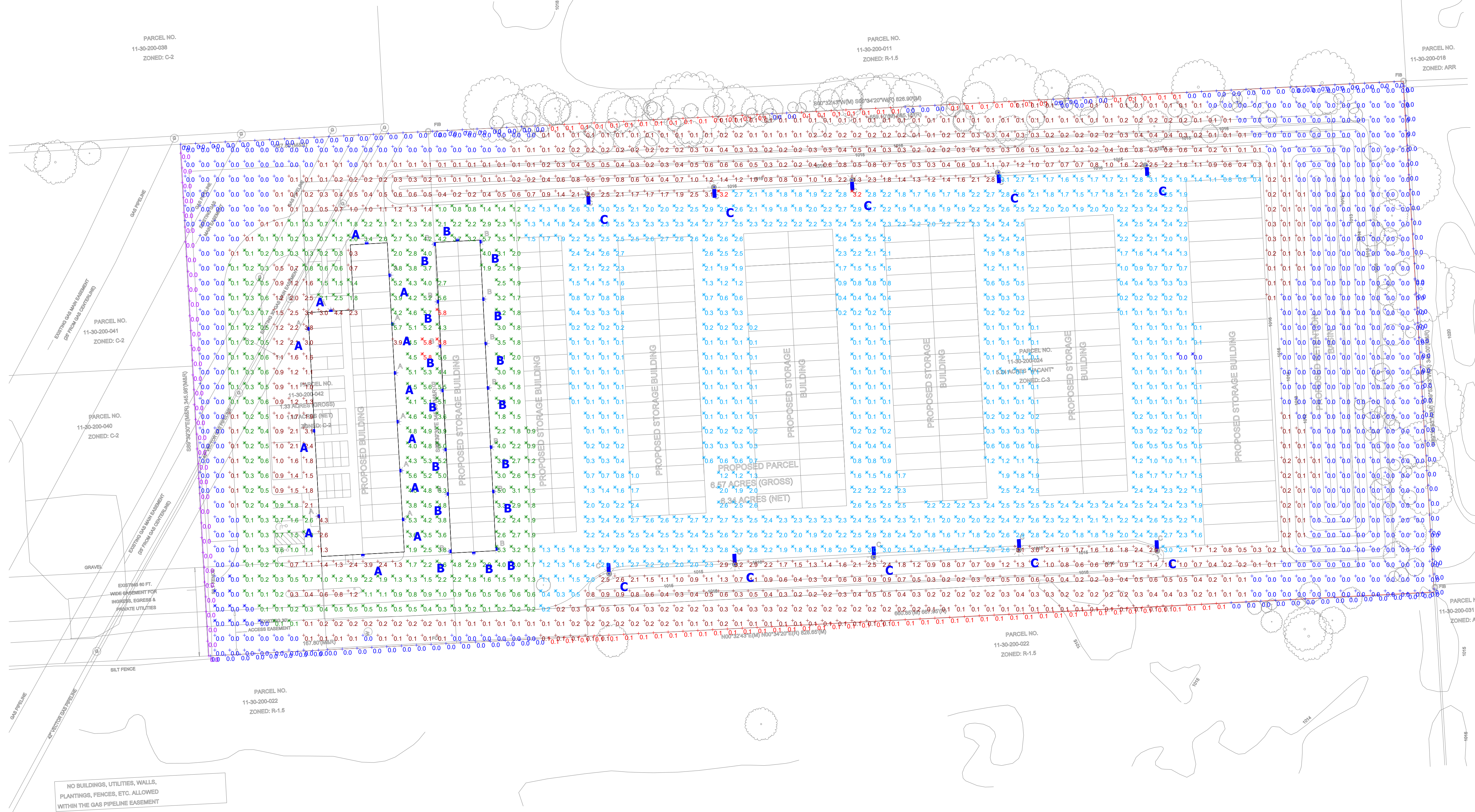
**Ordering Information** **EXAMPLE: DSXW1 LED 20C 1000 40K T3M MVOLT DB8XD**

Series	LEDs	Color temperature	Distribution	Voltage	Mounting	Shipping Included	Shipping Options
DSXW1 LED	WIC 18 LEDs (low energy)	350 3500K	T3S Type II short	MVOLT <sup>1</sup>	SP	Surface mounting	PE Photometric cell, button type <sup>4</sup>
	WIC 30 LEDs (med energy)	530 5300K	T3M Type II medium	120V/140V <sup>2</sup>	SP	Surface mounting	DMG 0-10V dimming driver (no controls, wires pulled outside fixture) <sup>5</sup>
	WIC 45 LEDs (high energy)	700 7000K	T3M Type II medium	120V	BBW	Surface-mounted, back box	PR 180° motion/ambient light sensor, <15' range <sup>11</sup>
		1000 10000 mA (1A)	T3M Type II medium	240V	BBW	Surface-mounted, back box	PRR 180° motion/ambient light sensor, 15-30' range <sup>11</sup>
			T3M Type II medium	277V	BBW	Surface-mounted, back box	PRHFCW Motion/ambient sensor 8-15' mounting height, ambient sensor enabled at 30" <sup>11</sup>
			T3M Type II medium	347V <sup>12</sup>	BBW	Surface-mounted, back box	PRHFCW Motion/ambient sensor 15-30' mounting height, ambient sensor enabled at 30" <sup>11</sup>
			T3M Type II medium	480V <sup>13</sup>	ELCW	Emergency battery backup (includes external component enclosure, not UL compliant) <sup>14</sup>	

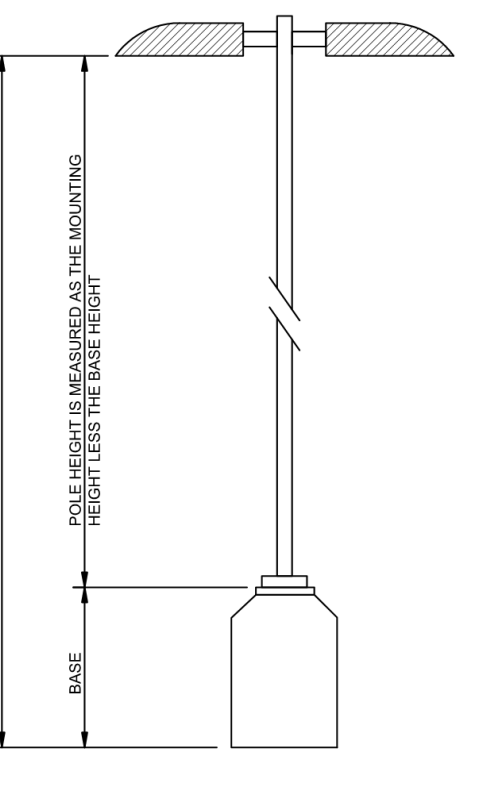
Other Options	Finish	Shipping
SHIPPED SEPARATELY SP Square pole mounting WA Wall bracket SP/WBA Square pole universal mounting adapter (specify finish) <sup>3</sup> BBW Back box ELCW Emergency luminaire cabinet PE Photometric cell, button type <sup>4</sup> DMG 0-10V dimming driver (no controls, wires pulled outside fixture) <sup>5</sup> PR 180° motion/ambient light sensor, <15' range <sup>11</sup> PRR 180° motion/ambient light sensor, 15-30' range <sup>11</sup> PRHFCW Motion/ambient sensor 8-15' mounting height, ambient sensor enabled at 30" <sup>11</sup> PRHFCW Motion/ambient sensor 15-30' mounting height, ambient sensor enabled at 30" <sup>11</sup> ELCW Emergency battery backup (includes external component enclosure, not UL compliant) <sup>14</sup>	DB8D Dark bronze DB8D Black DB8D Natural aluminum DB8D White DB8D Textured dark bronze DB8D Textured dark DB8D Textured natural aluminum	SHIPPED SEPARATELY SP Square pole mounting WA Wall bracket SP/WBA Square pole universal mounting adapter (specify finish) <sup>3</sup> BBW Back box ELCW Emergency luminaire cabinet

Accessories  
 NOTES:  
 1. DCI LED is not available with PIR, PIRN, PRHFCW or PRHFCW.  
 2. MVOLT driver operates on any line voltage from 120-277V (50/60 Hz).  
 3. Single line DPV requires 120, 277 or 347 voltage option. Double line DPV requires 208, 240 or 480V voltage option.  
 4. Only available with 20C, 7000K or 10000K. Not available with PIR or PIRN.  
 5. Back box (BBW) installed on fixture. Cannot be field-installed. Cannot be ordered as an accessory.  
 6. Photometric (PE) requires 120, 208, 277 or 347 voltage option. Not available with motion/ambient light sensors (PIR or PRR).  
 7. Reference Motion Sensor table on page 3.  
 8. Cold weather (LCC) used. Not compatible with standard entry applications. Not available with BBW mounting option. Not available with King. Not available with 347 or 480V voltage option. Emergency components located in back box housing. Emergency mode ES (see text on product page at [www.lithonia.com](http://www.lithonia.com)).  
 9. Not available with ELCW.  
 10. Available as a separate accessory, see Accessories information.

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Symbol	Label	QTY	Manufacturer	Description	Lamp	Mounting Height
	A	12	Lithonia Lighting	DSXW1 LED WALL PACK 4000K	LED	12'-0"
	B	16	Lithonia Lighting	DSXW1 LED WALL PACK 4000K	LED	8'-0"
	C	10	Lithonia Lighting	DSX1 LED AREA LIGHT WITH HOUSE SIDE SHIELD 4000K	LED	30'-0"



**Alternates Note**  
 THE USE OF FIXTURE ALTERNATES MUST BE RESUBMITTED TO THE CITY FOR APPROVAL.

**Ordering Note**  
 FOR INQUIRIES CONTACT GASSER BUSH AT QUOTES@GASSERBUSH.COM OR 734-266-6705.

**General Note**  
 1. SEE SCHEDULE FOR LUMINAIRE MOUNTING HEIGHT.  
 2. CALCULATIONS ARE SHOWN IN FOOTCANDLES AT: 0' - 0"

THE ENGINEER AND/OR ARCHITECT MUST DETERMINE APPLICABILITY OF THE LAYOUT TO EXISTING / FUTURE FIELD CONDITIONS. THIS LIGHTING LAYOUT REPRESENTS ILLUMINATION LEVELS CALCULATED FROM LABORATORY DATA TAKEN UNDER CONTROLLED CONDITIONS IN ACCORDANCE WITH ILLUMINATING ENGINEERING SOCIETY APPROVED METHODS. ACTUAL PERFORMANCE OF ANY MANUFACTURER'S LUMINAIRE MAY VARY DUE TO VARIATION IN ELECTRICAL VOLTAGE, TOLERANCE IN LAMPS, AND OTHER VARIABLE FIELD CONDITIONS. MOUNTING HEIGHTS INDICATED ARE FROM GRADE AND/OR FLOOR UP.

THESE LIGHTING CALCULATIONS ARE NOT A SUBSTITUTE FOR INDEPENDENT ENGINEERING ANALYSIS OF LIGHTING SYSTEM SUITABILITY AND SAFETY. THE ENGINEER AND/OR ARCHITECT IS RESPONSIBLE TO REVIEW FOR MICHIGAN ENERGY CODE AND LIGHTING QUALITY COMPLIANCE.

UNLESS EXEMPT, PROJECT MUST COMPLY WITH LIGHTING CONTROLS REQUIREMENTS DEFINED IN ASHRAE 90.1 2013. FOR SPECIFIC INFORMATION CONTACT GBA CONTROLS GROUP AT ASG@GASSERBUSH.COM OR 734-266-6705.

M-59 HICKORY RIDGE STORAGE  
 PHOTOMETRIC SITE PLAN  
 PREPARED FOR: GREENTECH ENGINEERING  
 GASSER BUSH ASSOCIATES  
 WWW.GASSERBUSH.COM

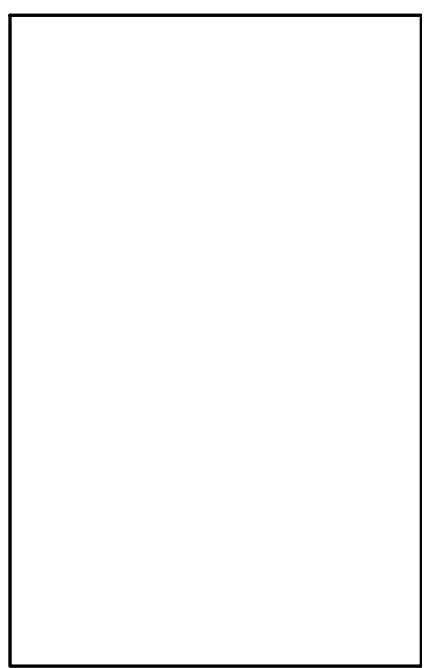
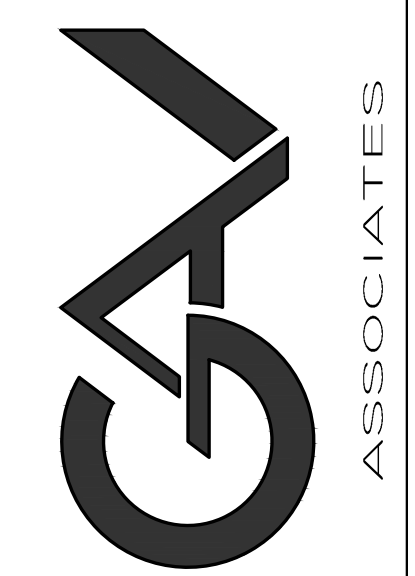
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 DB/KB  
**Date**  
 08/09/2022  
**Scale**  
 Not to Scale  
**Drawing No.**  
 #22-78752-V1  
**1 of 1**

ISSUED FOR	DATE
SPA	

**ARCHITECTURAL DESIGN**

RESIDENTIAL  
COMMERCIAL  
INDUSTRIAL

G.A.V. ASSOCIATES, INC  
2401 ORCHARD LAKE RD. STE. 100A  
FARMINGTON, MICHIGAN 48338  
PH: (248) 985-9101  
WEB: WWW.GAVASSOCIATES.COM



PROPOSED STORAGE FACILITY:  
HIGHLAND ROAD  
HIGHLAND TWP., MICHIGAN

DRAWN:	DESIGNED:	CHECKED:
	AV	AV

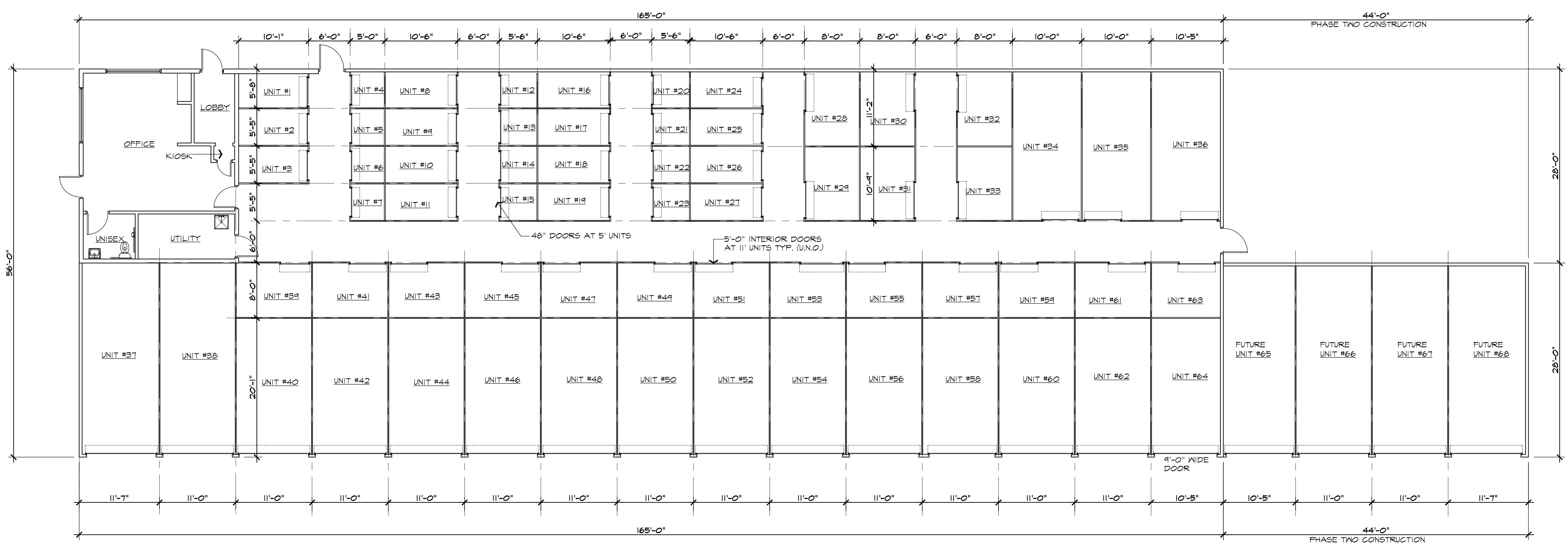
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FILE NAME :

JOB # 21025

SHEET TITLE  
PROPOSED  
FLOOR PLAN

SHEET #  
A.101



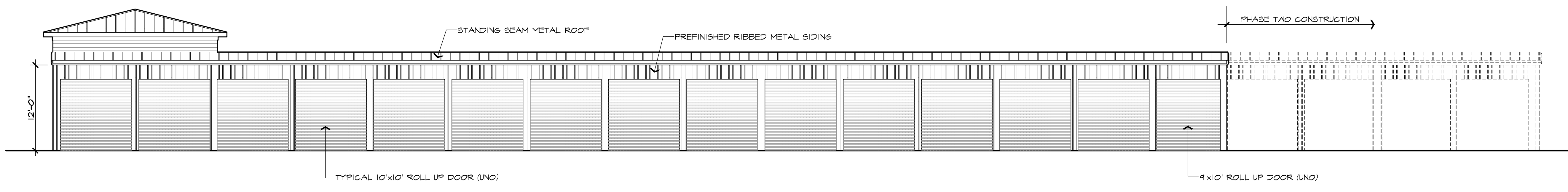
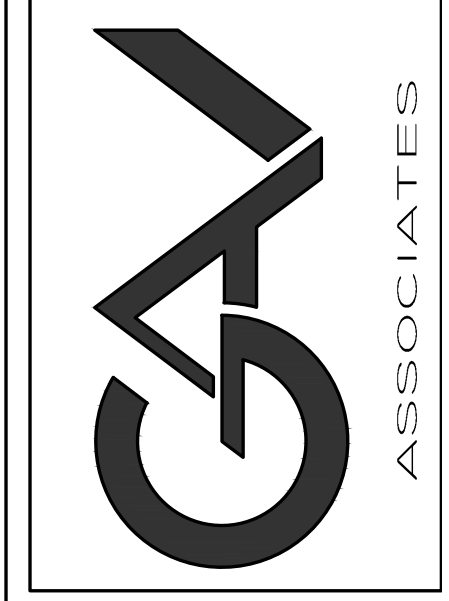
NORTH  
 FLOOR PLAN

SCALE: 1/8" = 1'-0"

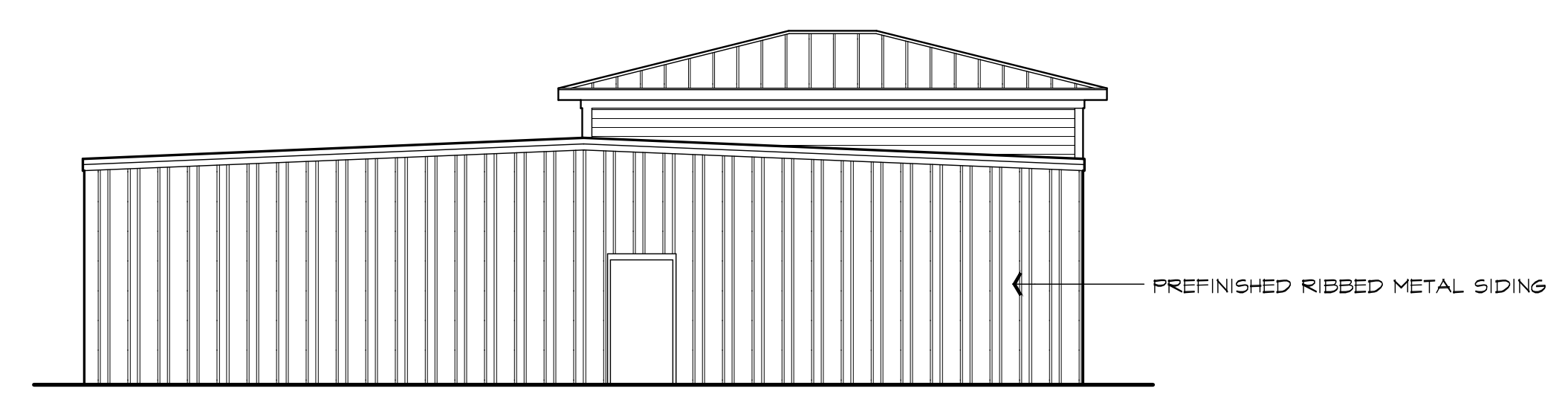
ISSUED FOR	DATE
SPA	

**ARCHITECTURAL DESIGN**  
 RESIDENTIAL  
 COMMERCIAL  
 INDUSTRIAL

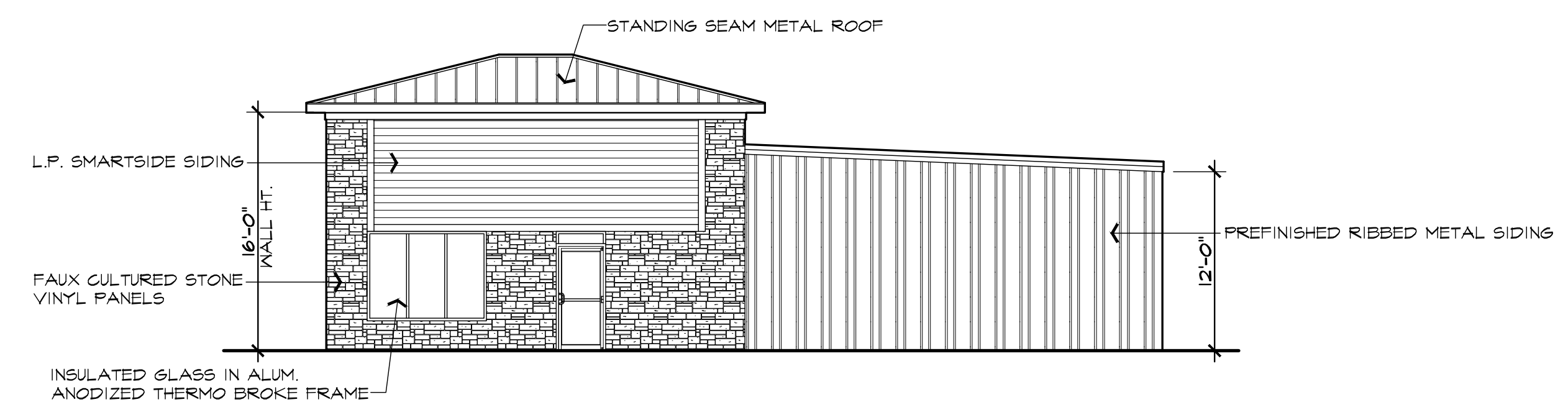
G.A.V. ASSOCIATES, INC  
 24021 ORCHARD LAKE RD. STE. 180A  
 FARMINGTON, MICHIGAN 48338  
 PH: (248) 985-9101  
 WEB: WWW.GAVASSOCIATES.COM



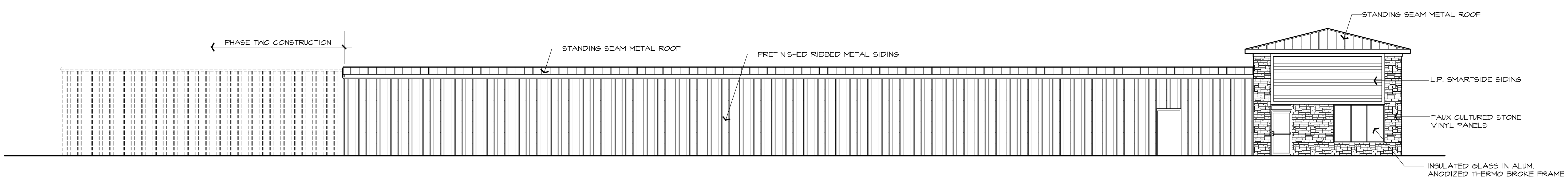
**SOUTH ELEVATION**  
 SCALE: 1/8" = 1'-0"



**WEST ELEVATION**  
 SCALE: 1/8" = 1'-0"



**EAST ELEVATION**  
 SCALE: 1/8" = 1'-0"



**NORTH ELEVATION**  
 SCALE: 1/8" = 1'-0"

PROPOSED STORAGE FACILITY:  
 HIGHLAND ROAD  
 HIGHLAND TWP., MICHIGAN

DRAWN:	DESIGNED:	CHECKED:
	AV	AV

SCALE : PER PLAN

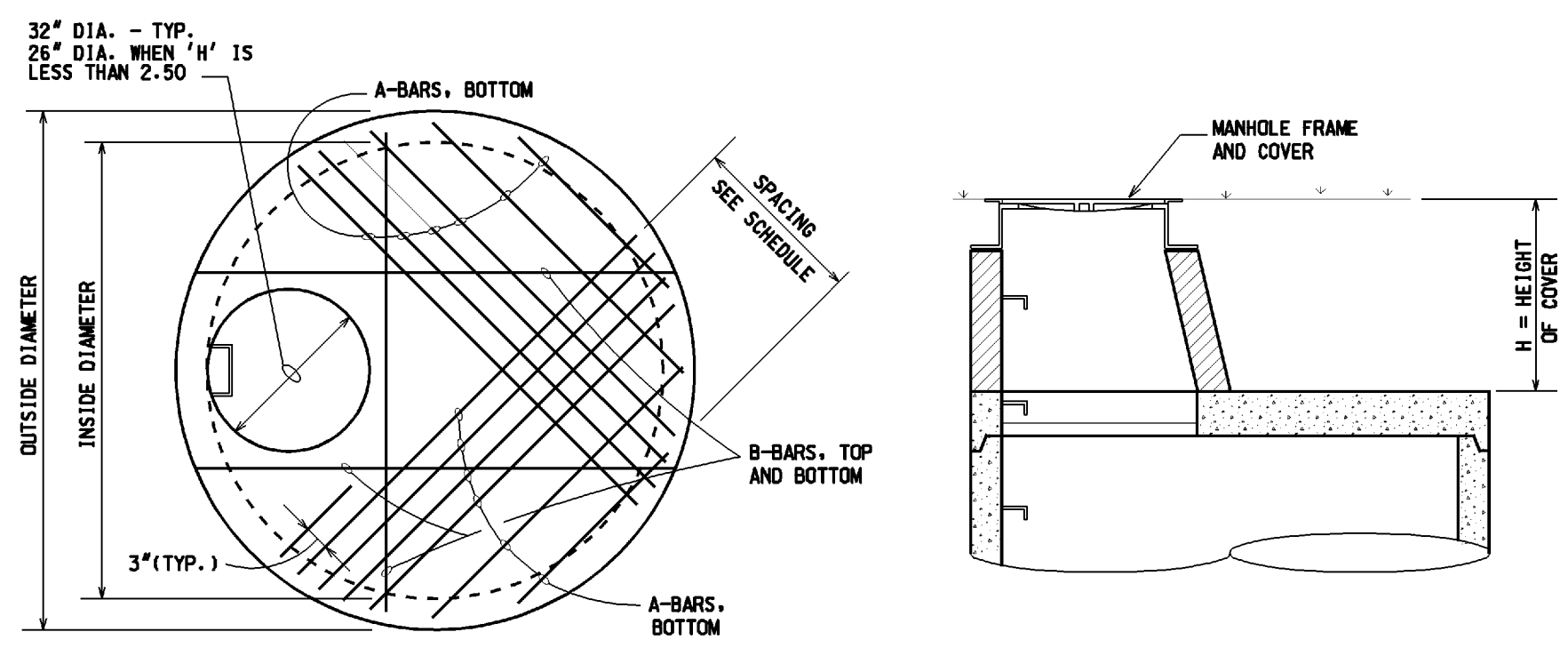
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JOB # 21025

SHEET TITLE  
 EXTERIOR  
 ELEVATIONS

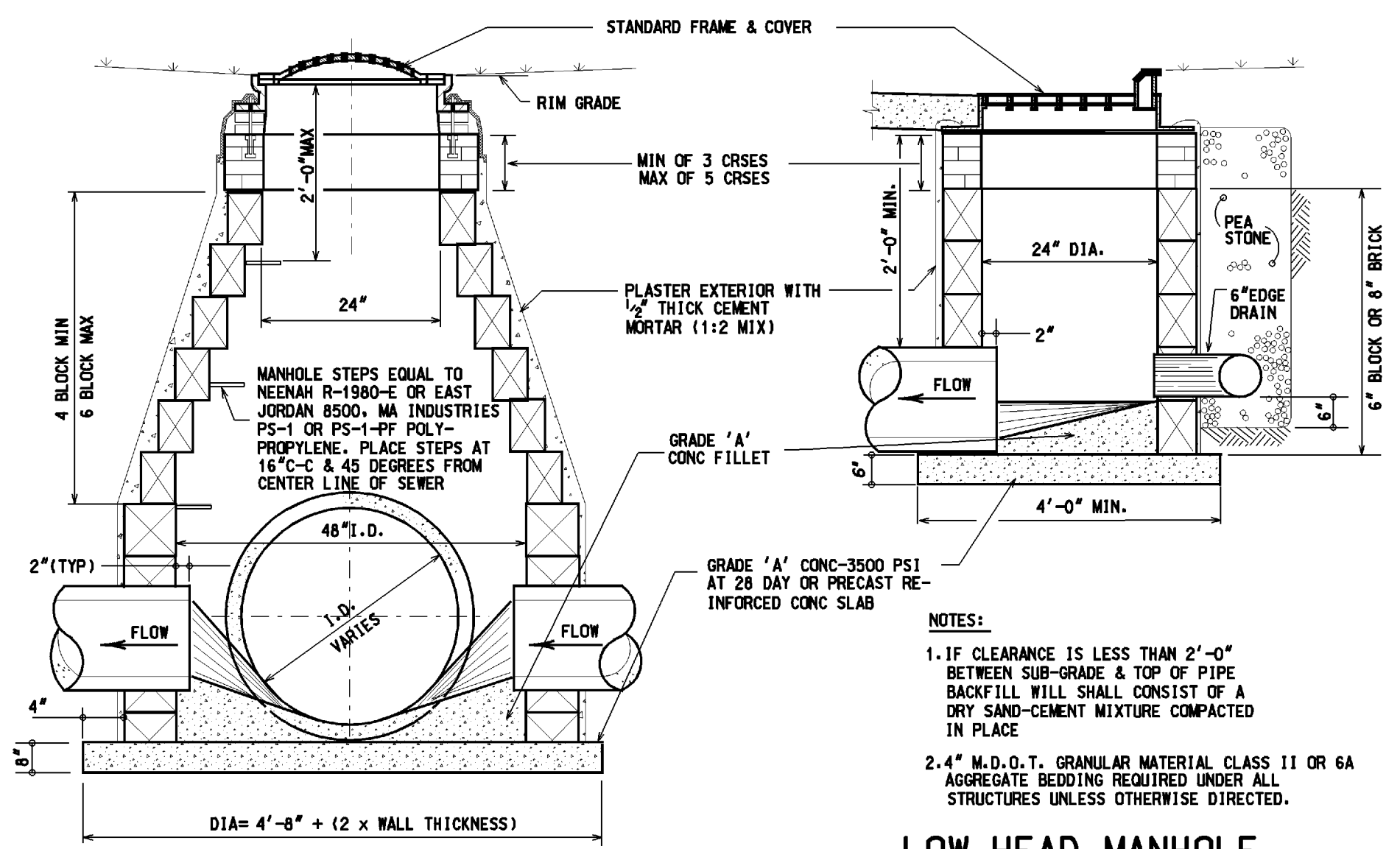
SHEET #  
**A.201**

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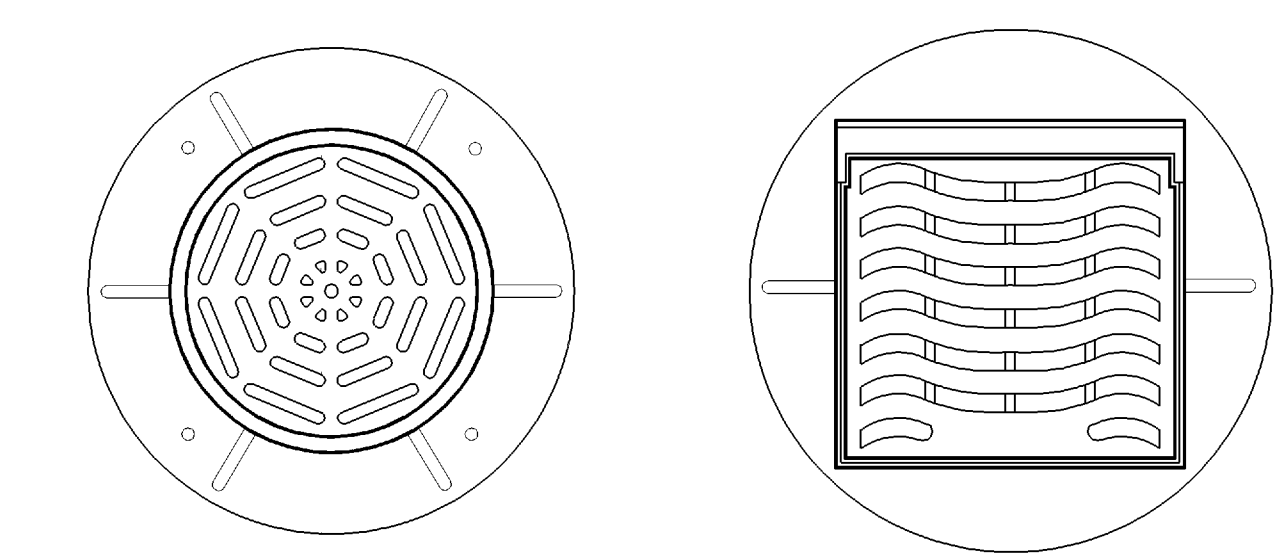
**PLAN** **SECTION**

INSIDE DIA.	SLAB THICKNESS	MAX. HEIGHT OF COVER	REINFORCEMENT		
			A-BARS EA. SIDE	NO. SIZE	B-BARS TOP & BOTTOM
4'-0"	8"	8'-0"	(4)-#5	3 @ 3"	(3)-#5
5'-0"	8"	8'-0"	(6)-#5	3 @ 3"	(3)-#5
6'-0"	8"	8'-0"	(5)-#6	4 @ 6"	(3)-#5
7'-0"	8"	8'-0"	(7)-#6	6 @ 6"	(3)-#5
8'-0"	8"	8'-0"	(9)-#6	8 @ 6"	(3)-#5
9'-0"	10"	8'-0"	(11)-#6	10 @ 6"	(3)-#5
10'-0"	10"	8'-0"	(13)-#7	12 @ 6"	(3)-#5

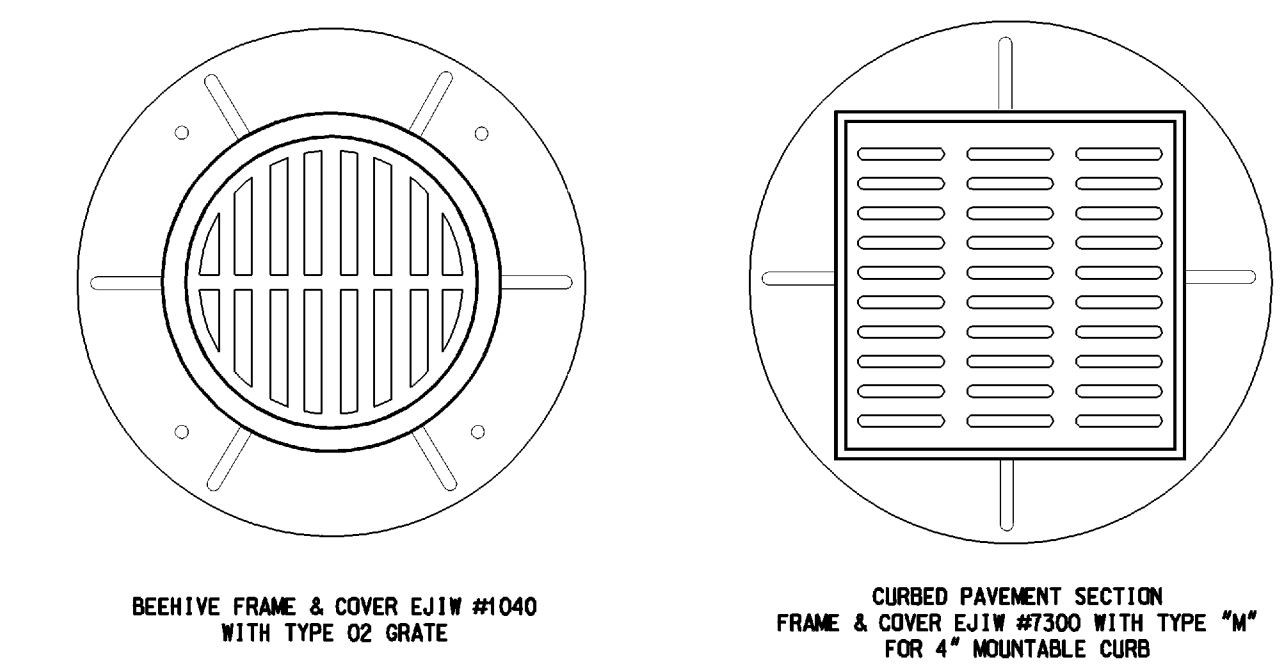


**TYPE A-N INLET** **LOW HEAD MANHOLE TYPE C INLET**

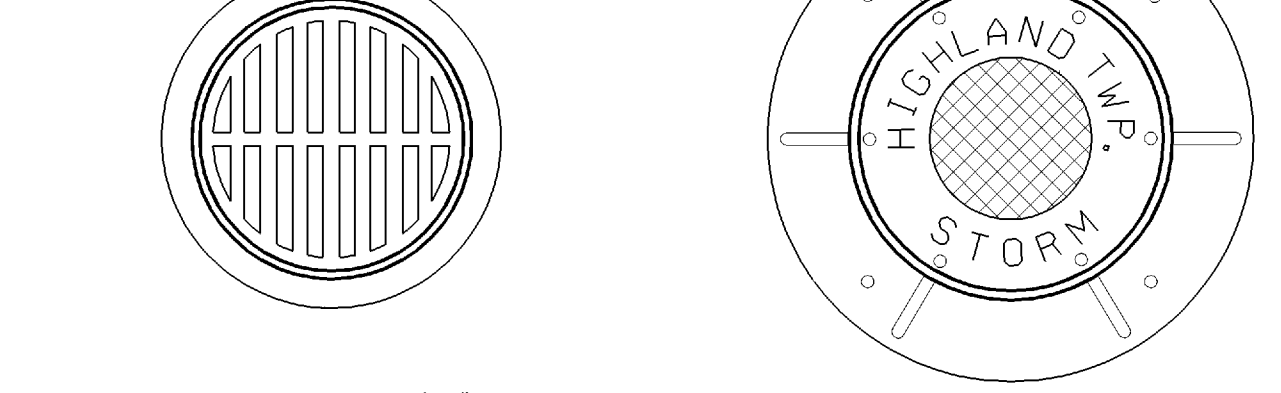
**NOTES:**  
 1. IF CLEARANCE IS LESS THAN 2'-0" BETWEEN SUB-GRADE & TOP OF PIPE BACKFILL WILL CONSIST OF A DRY SAND-CEMENT MIXTURE COMPACTED IN PLACE.  
 2. 4" M.D.O.T. GRANULAR MATERIAL CLASS II OR 6A AGGREGATE BEDDING REQUIRED UNDER ALL STRUCTURES UNLESS OTHERWISE DIRECTED.



**CATCH BASINS AND INLETS WITH PAVED DRIVING AREAS FRAME & COVER EJ1W #1040 WITH TYPE 'M-1' GRATE**  
**CURBED PAVEMENT SECTION FRAME & COVER EJ1W #7045 WITH TYPE 'M-1' FOR 6" HIGH BACK CURB**

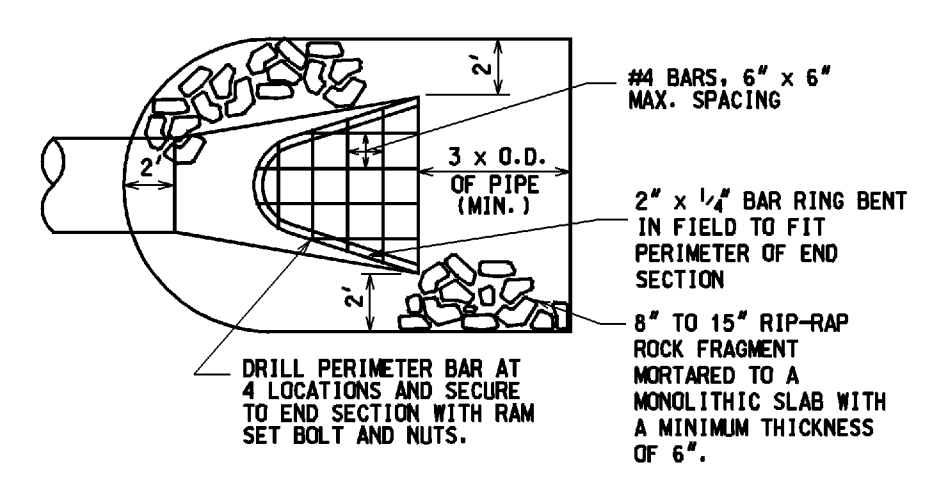


**BEEHIVE FRAME & COVER EJ1W #1040 WITH TYPE 02 GRATE**  
**CURBED PAVEMENT SECTION FRAME & COVER EJ1W #7300 WITH TYPE 'M' FOR 4" MOUNTABLE CURB**

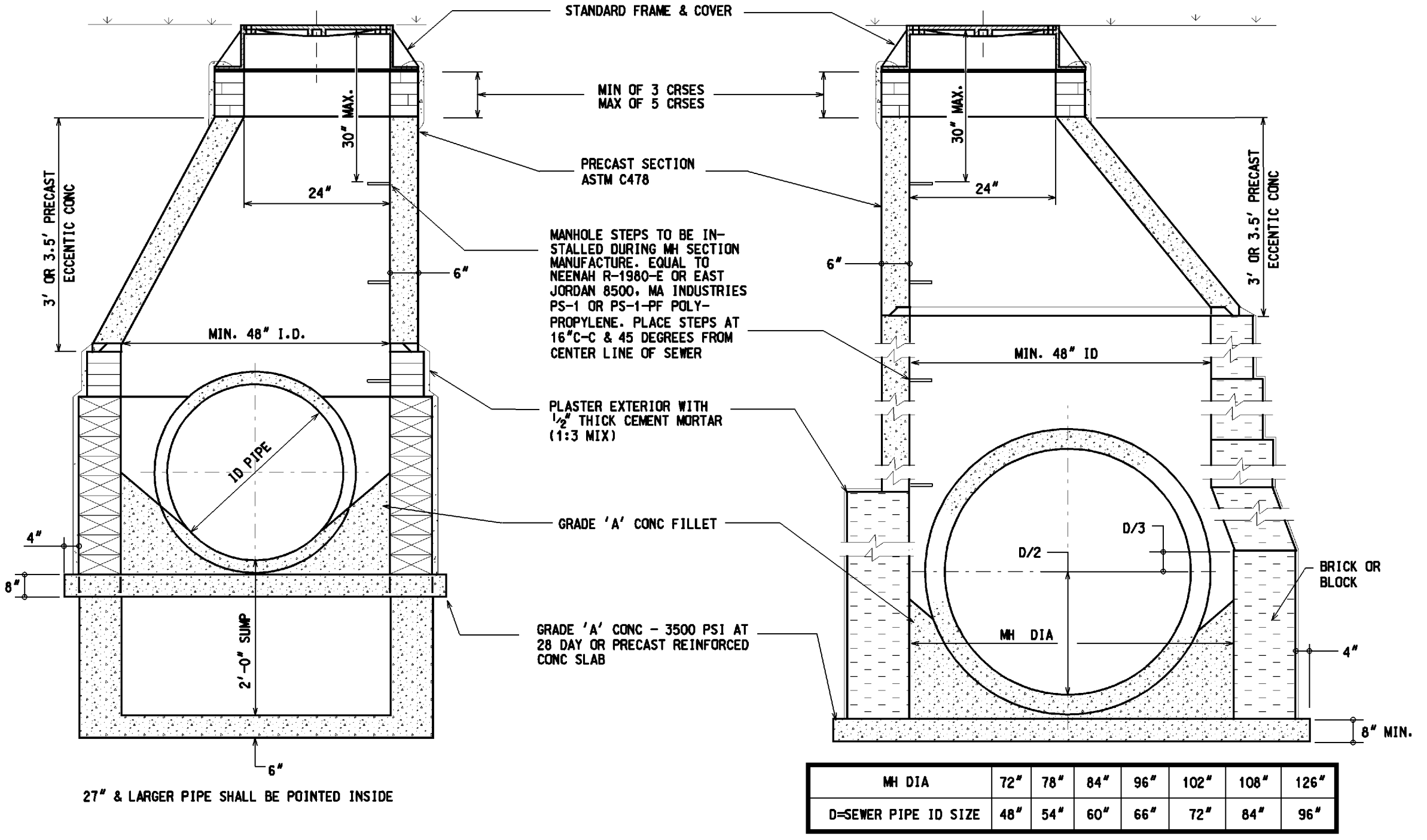


**REAR YARD FRAME & COVER FOR 2'-0" DIA. INLET EJ1W #1130 WITH TYPE 01 BEEHIVE GRATE**  
**STORM SEWER FRAME & COVER EJ1W #1040 WITH TYPE 'B' COVER**

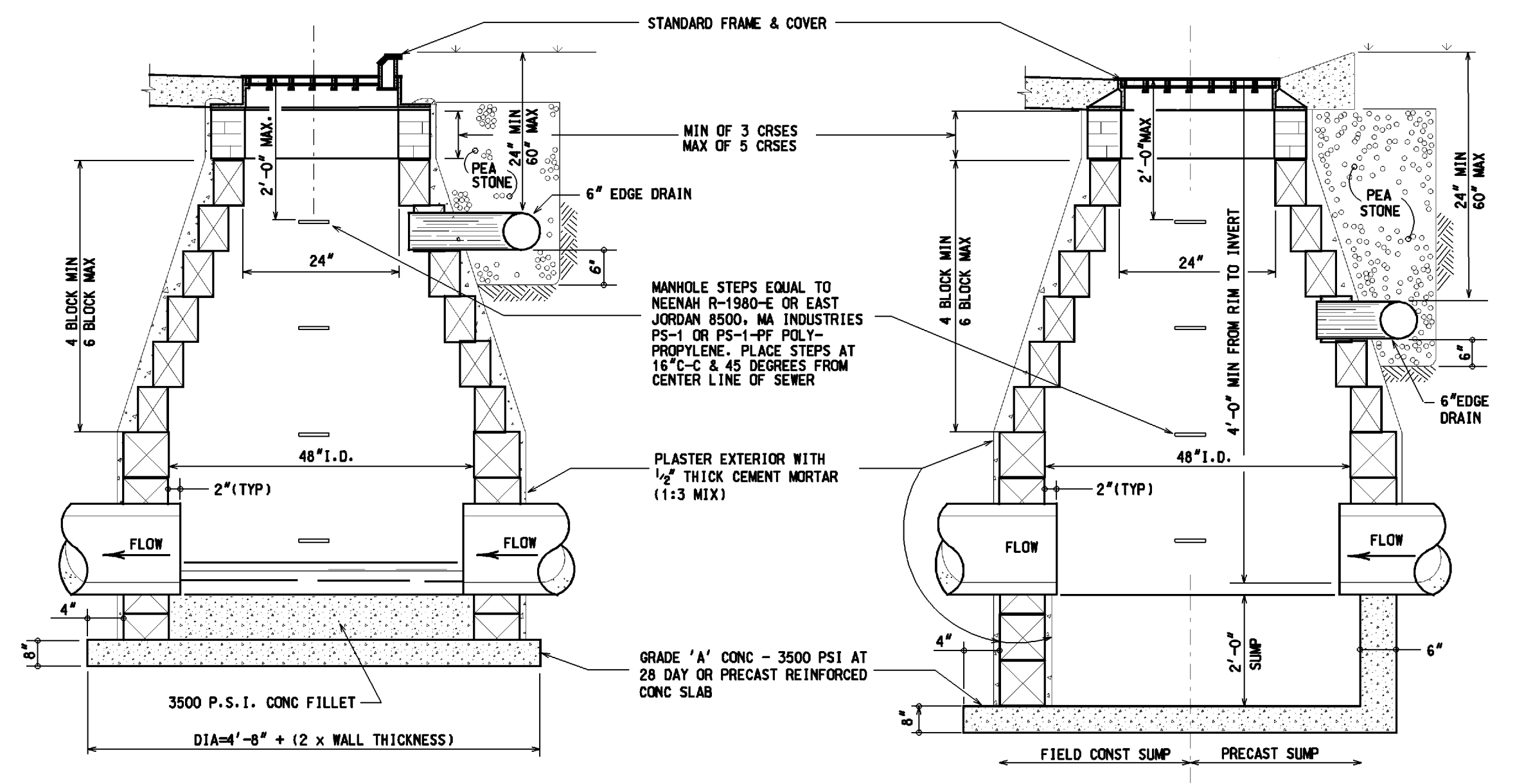
**FRAMES AND COVERS**



**END SECTION AND BAR SCREEN DETAIL INCLUDING RIP-RAP**



**STORM MANHOLE FOR 42" PIPE AND SMALLER**

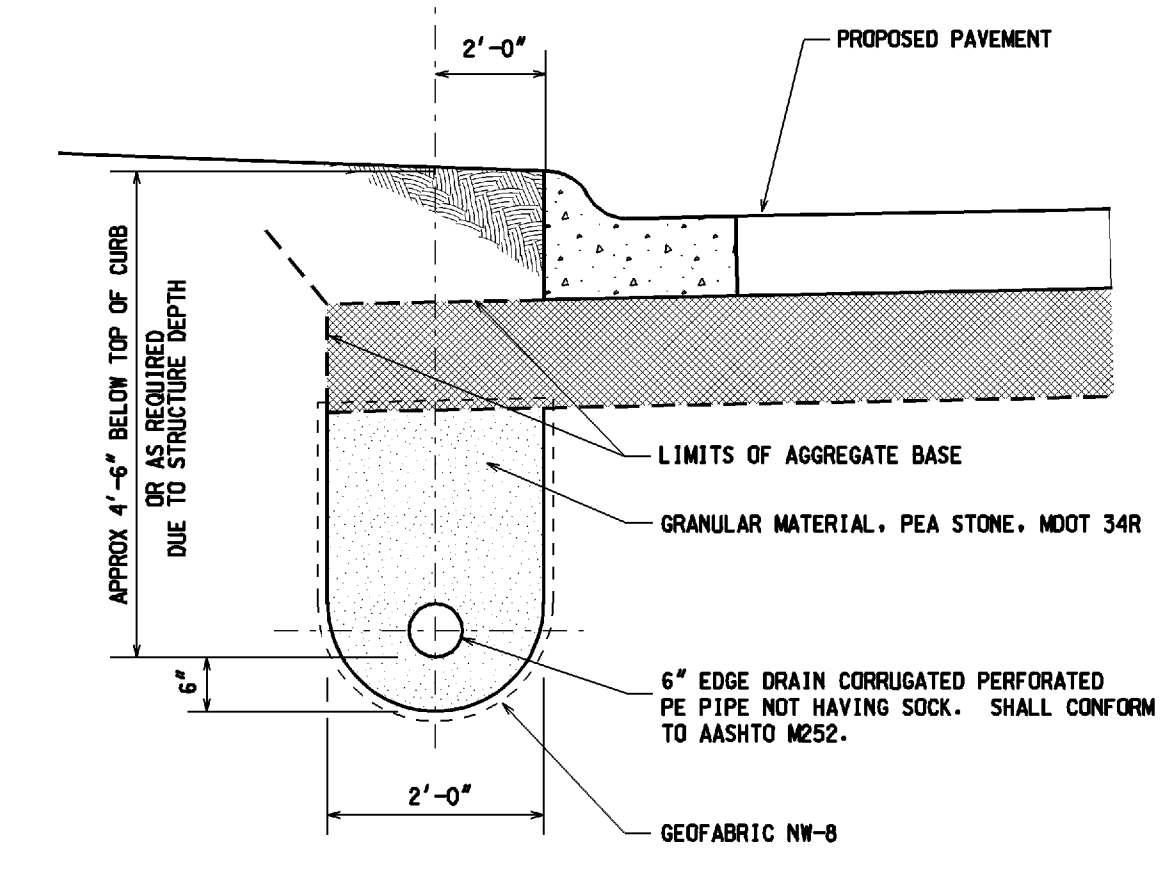


**STORM MANHOLE FOR 48" PIPE AND LARGER**

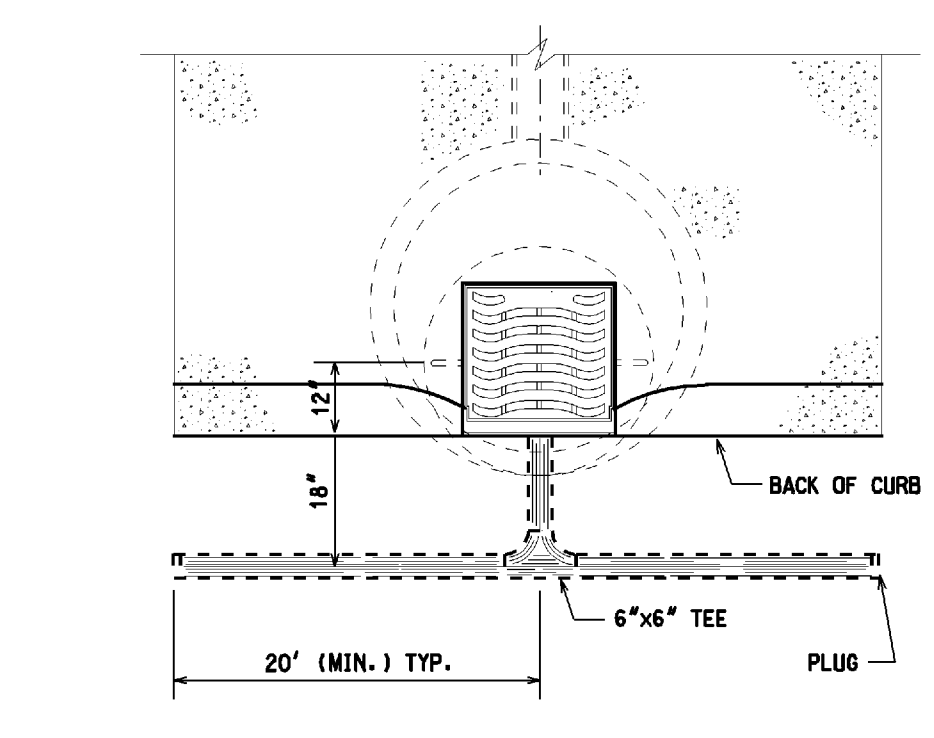
**TYPE "A" INLET**

**TYPE "B" CATCH BASIN**

- NOTES:**
- ALL WORKMANSHIP AND MATERIALS SHALL BE IN ACCORDANCE WITH THE CURRENT ENGINEERING DESIGN STANDARDS AND SPECIFICATIONS OF HIGHLAND TOWNSHIP.
  - IT SHALL BE THE OWNER'S ENGINEER AND CONTRACTOR'S RESPONSIBILITY TO VERIFY THE EXISTENCE AND LOCATION OF ALL UNDERGROUND UTILITIES.
  - ALL SEWER TRENCHES UNDER THE 45 DEGREE ZONE OF INFLUENCE LINE OF EXISTING OR PROPOSED PAVEMENTS, BIKE PATHS, SIDEWALKS OR DRIVE APPROACHES SHALL BE BACKFILLED WITH MDOT CLASS II SAND COMPACTED TO AT LEAST 95% OF MAXIMUM UNIT WEIGHT.
  - ALL STORM SEWER SHALL BE INSTALLED ON CLASS "B" BEDDING OR BETTER.
  - JOINTS FOR STORM SEWER SHALL BE PREMIUM JOINTS (TONGUE AND GROOVE WITH RUBBER GASKETS).
  - LEAD MATERIAL SHALL BE 4" DIA. (MIN.) PVC SCHEDULE 40 OR SDR 23.5. LEAD CONNECTIONS MAY ONLY BE AT STRUCTURES.
  - CONTACT THE TOWNSHIP ENGINEER 48 HOURS PRIOR TO STORM SEWER INSTALLATION TO SCHEDULE OBSERVATION. FULL TIME OBSERVATION IS REQUIRED FOR ALL UNDERGROUND STORM SEWER AND LEACHING SYSTEM CONSTRUCTION. CONTACT MICHAEL DARGA WITH HUBBELL, ROTH & CLARK, INC. 248-454-6532.
  - BEFORE YOU DIG CALL MISS DIG AT 1-800-482-7171.
  - ALL MORTAR AND CONCRETE WORK SHALL BE PROTECTED FROM FREEZING (40° F. AND FALLING) FOR A MINIMUM OF 48 HOURS.
  - PIPE FOR STORM SEWERS WITHIN THE PUBLIC ROAD RIGHT-OF-WAY OR PRIVATE ROAD EASEMENT SHALL BE RCP, C-76, CLASS IV OR V RCP.
  - DOUBLE WALLED HOPE MEETING THE REQUIREMENTS OF ASTM F2306.

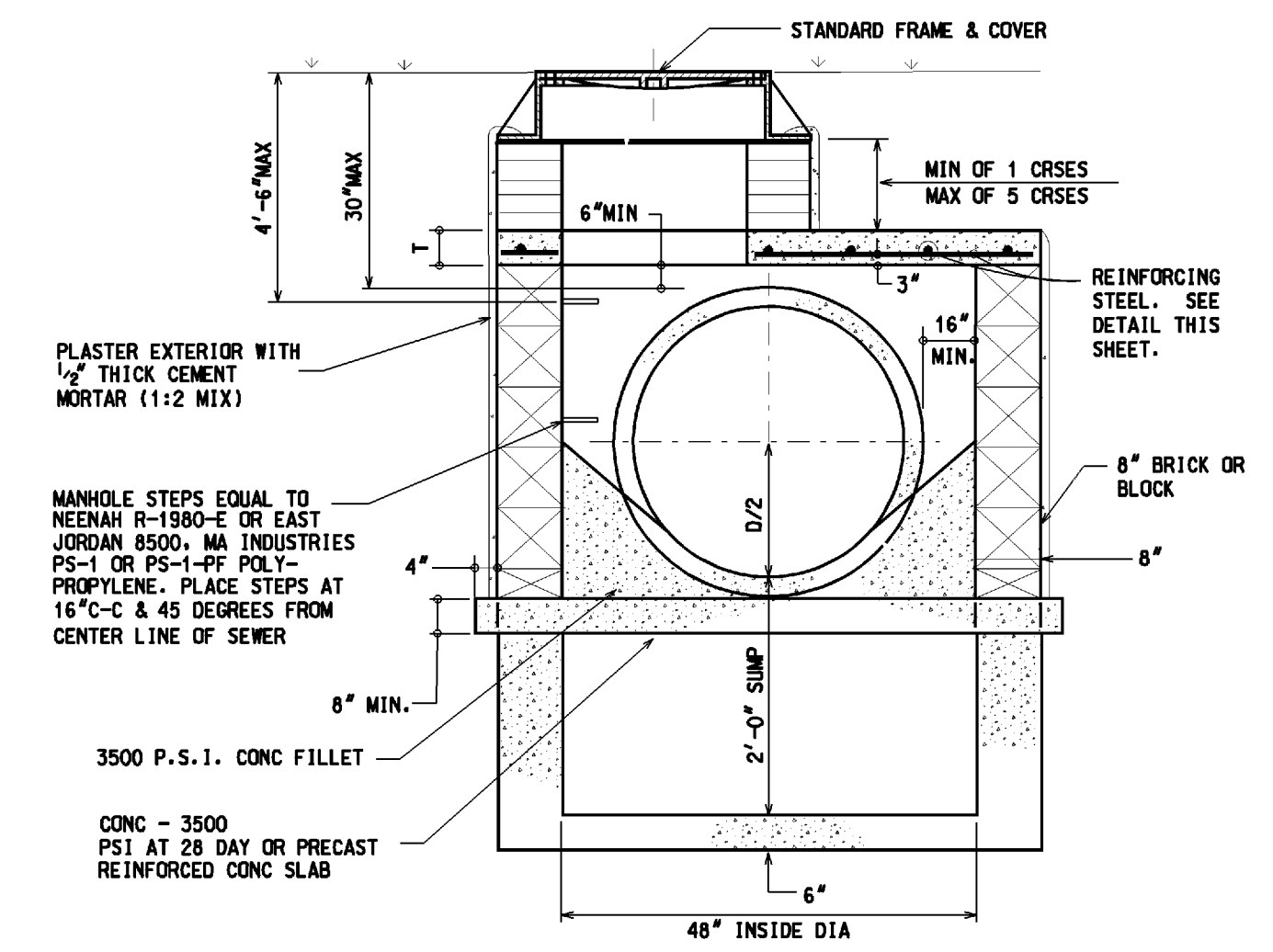


**EDGE DRAIN DETAIL**



- NOTES:**
- LENGTH OF 6" EDGE DRAIN TO BE DETERMINED BY THE TOWNSHIP.
  - EDGE DRAIN SHALL BE INSTALLED AT ALL CATCH BASINS & INLETS WITHIN LIMITS OF PAVEMENT OF A ROADWAY. 20' (MIN.) IN EACH DIRECTION.

**6" EDGE DRAIN**

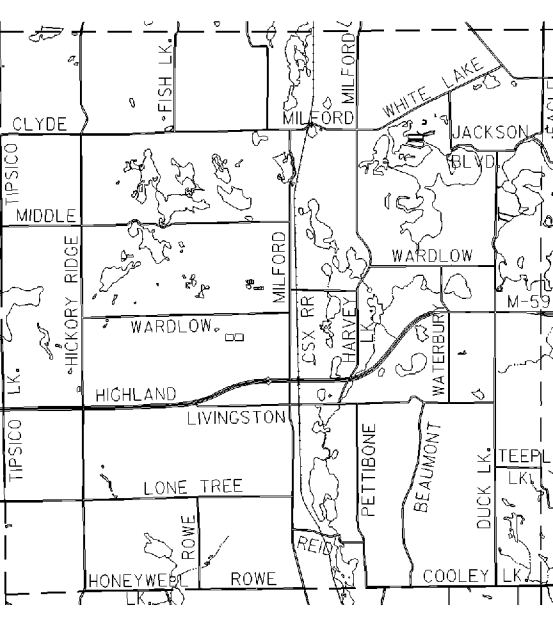


**LOW-HEAD STORM SEWER STRUCTURE**



**HRC**  
 Hubbell, Roth & Clark, Inc.  
 CONSULTING ENGINEERS  
 105 W. GRAND RIVER AVE.  
 HOWELL, MICHIGAN 48843  
 PHONE: (248) 454-6300  
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 FAX: (517) 852-6098  
 WEB SITE: http://www.hrc-anr.com

DATE	ADDITIONS AND/OR REVISIONS
DESIGNED	M.P.D.
DRAWN	T.E.W.
CHECKED	J.B.
APPROVED	G.E.H.



HIGHLAND TOWNSHIP

**HIGHLAND TOWNSHIP DESIGN STANDARDS**

**STORM SEWER DETAILS**

HRC JOB NO. 20050368	SCALE NONE
DATE SEPTEMBER 2005	SHEET NO. 1 OF 2

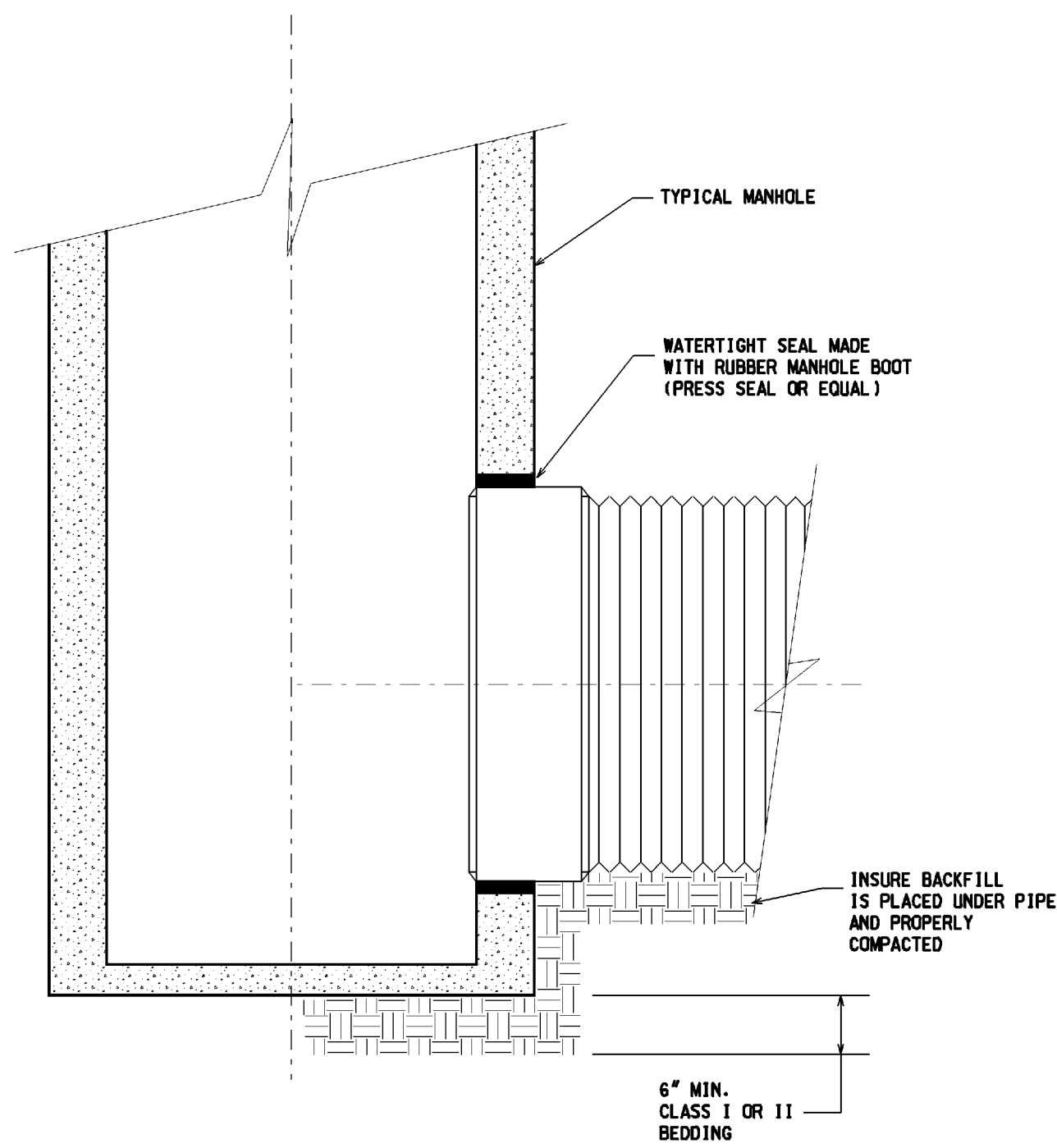
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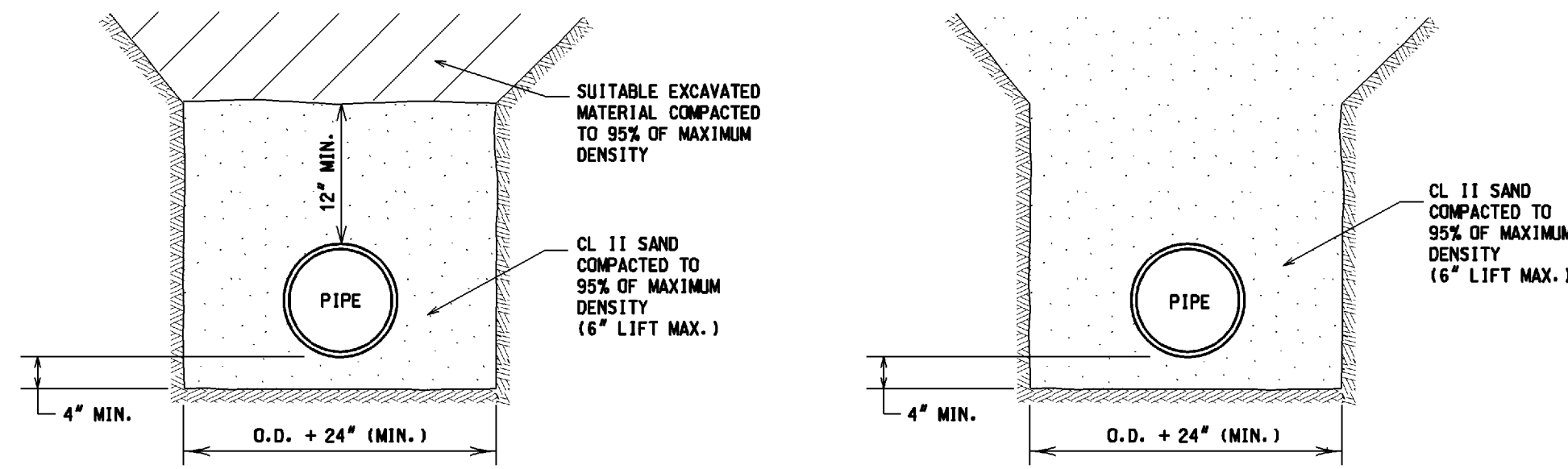
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USER NAME: huff09



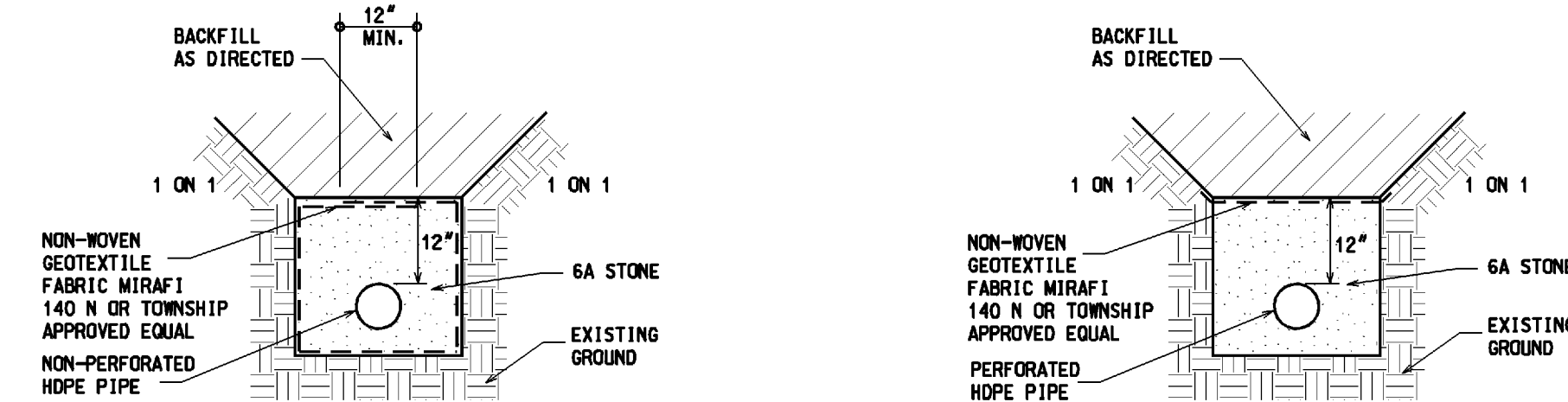
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HDPE TO CONCRETE DETAIL**



**BEDDING DETAIL - TRENCH B**

**BEDDING DETAIL - TRENCH A**

(REQUIRED FOR INSTALLATION UNDER PAVEMENT OR WITHIN THE INFLUENCE OF ROAD BED.)

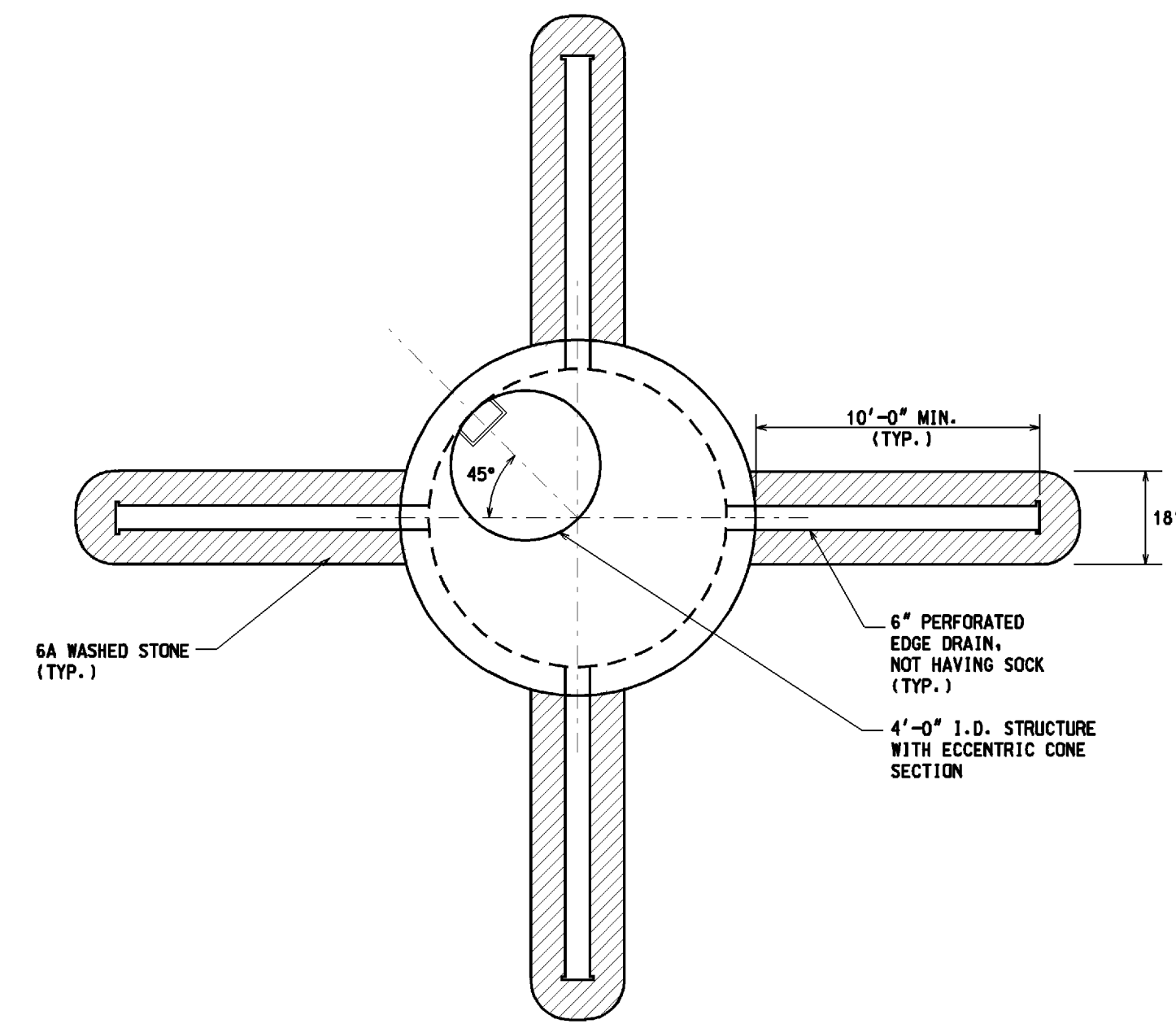


**HDPE PIPE TRENCH DETAIL  
FOR DETENTION SYSTEMS  
WITHOUT GROUNDWATER  
RECHARGE**

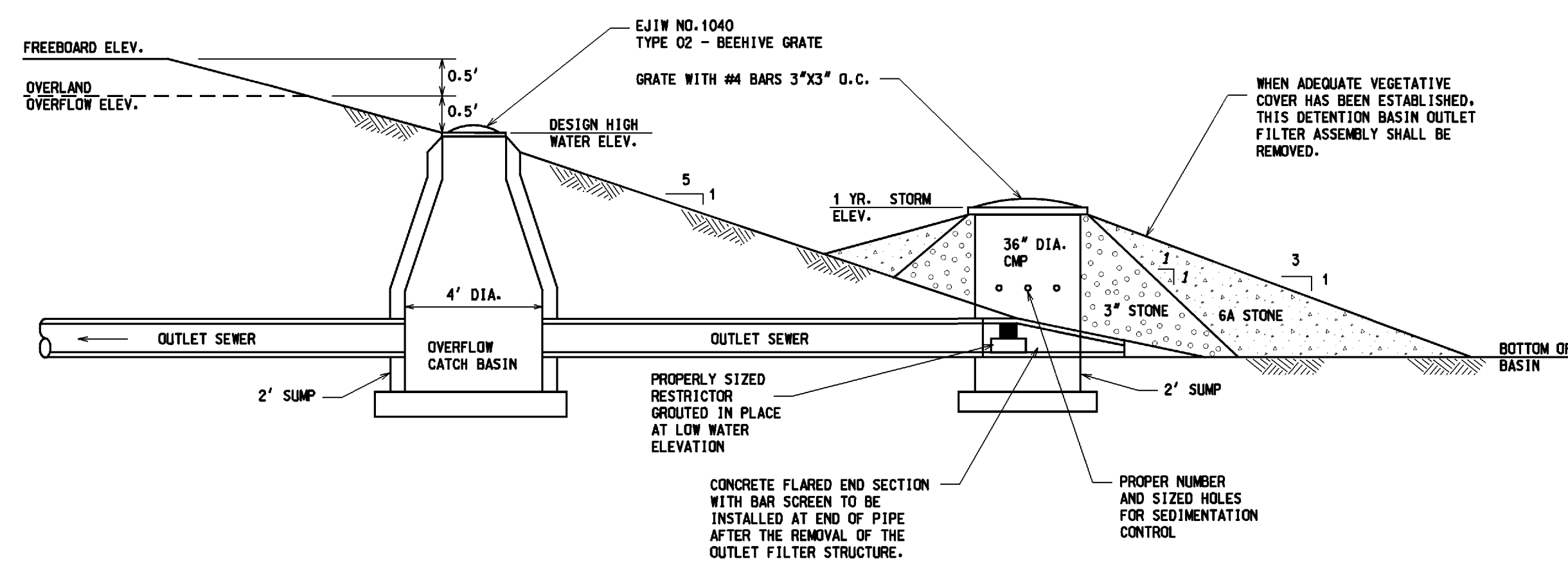
**HDPE PIPE TRENCH DETAIL  
FOR DETENTION/RETENTION SYSTEMS  
WITH GROUNDWATER  
RECHARGE**

**NOTES:**

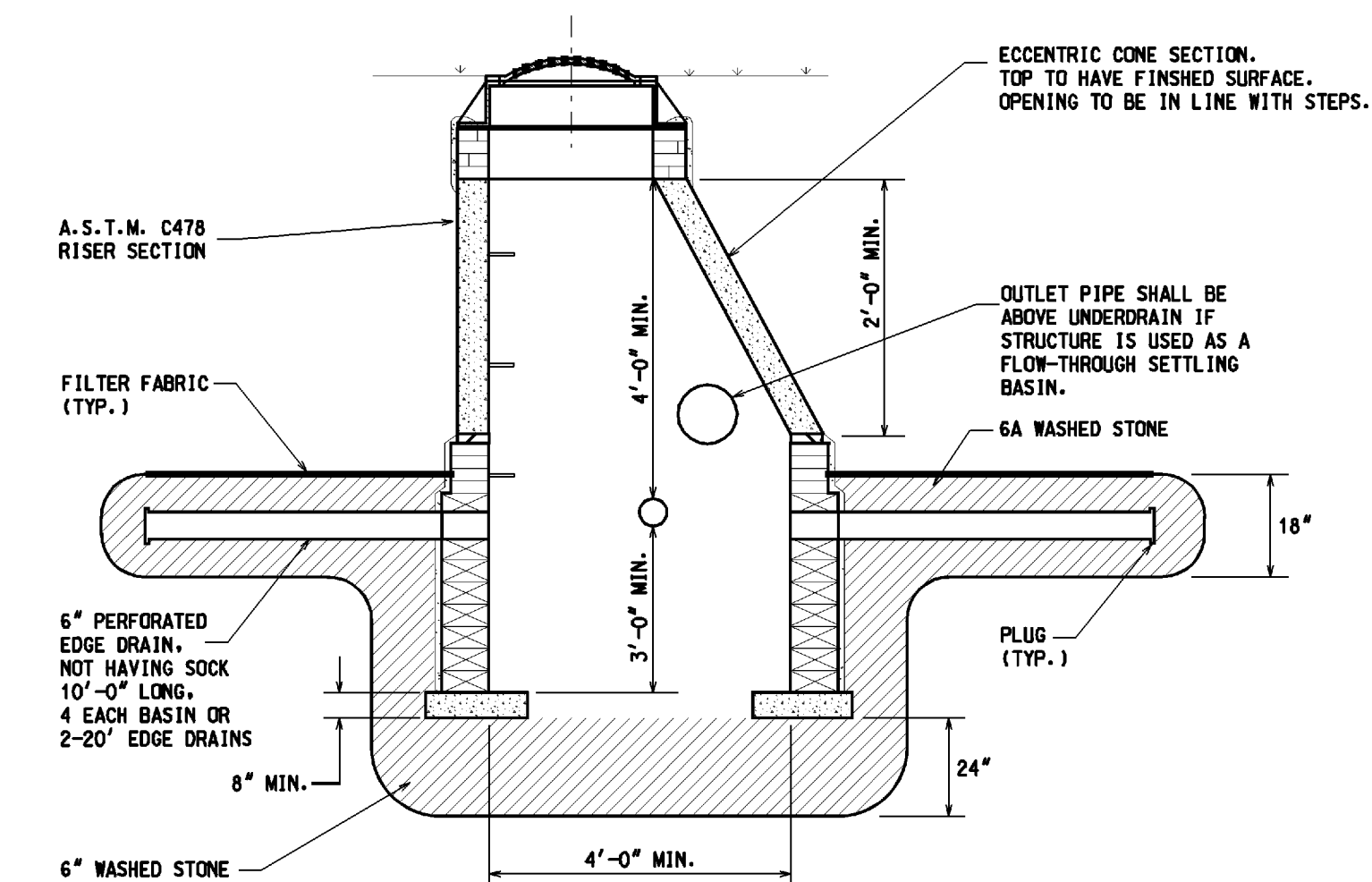
1. ALL WORKMANSHIP AND MATERIALS SHALL BE IN ACCORDANCE WITH THE CURRENT ENGINEERING DESIGN STANDARDS AND SPECIFICATIONS OF HIGHLAND TOWNSHIP.
2. IT SHALL BE THE OWNER'S ENGINEER AND CONTRACTOR'S RESPONSIBILITY TO VERIFY THE EXISTENCE AND LOCATION OF ALL UNDERGROUND UTILITIES.
3. ALL SEWER TRENCHES UNDER THE 45 DEGREE ZONE OF INFLUENCE LINE OF EXISTING OR PROPOSED PAVEMENTS, BIKE PATHS, SIDEWALKS OR DRIVE APPROACHES SHALL BE BACKFILLED WITH MDOT CLASS II SAND COMPACTED TO AT LEAST 95% OF MAXIMUM UNIT WEIGHT.
4. ALL STORM SEWER SHALL BE INSTALLED ON CLASS "B" BEDDING OR BETTER.
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11. DOUBLE WALLED HDPE MEETING THE REQUIREMENTS OF ASTM F2306.



**PLAN VIEW**



**DETENTION POND OUTLET STRUCTURE DETAIL**



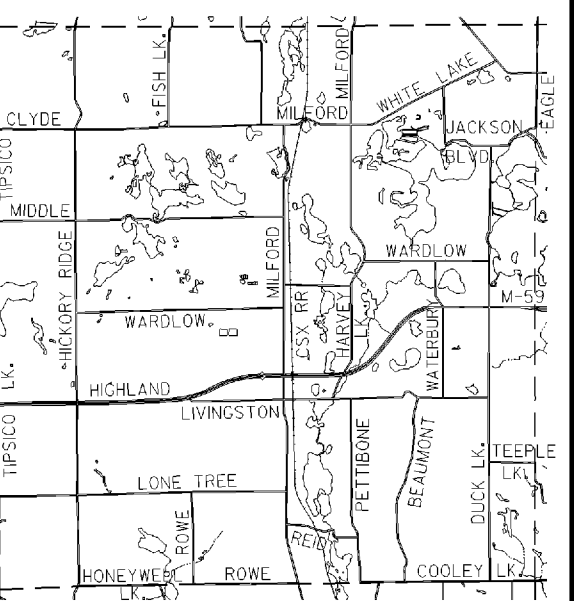
**SECTION  
STANDARD LEACHING BASIN**



**Hubbell, Roth & Clark, Inc.**  
CONSULTING ENGINEERS  
105 W. GRAND RIVER AVE.  
HOWELL, MICHIGAN 48843  
PHONE: (248) 454-6300  
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DESIGNED	M.P.D.
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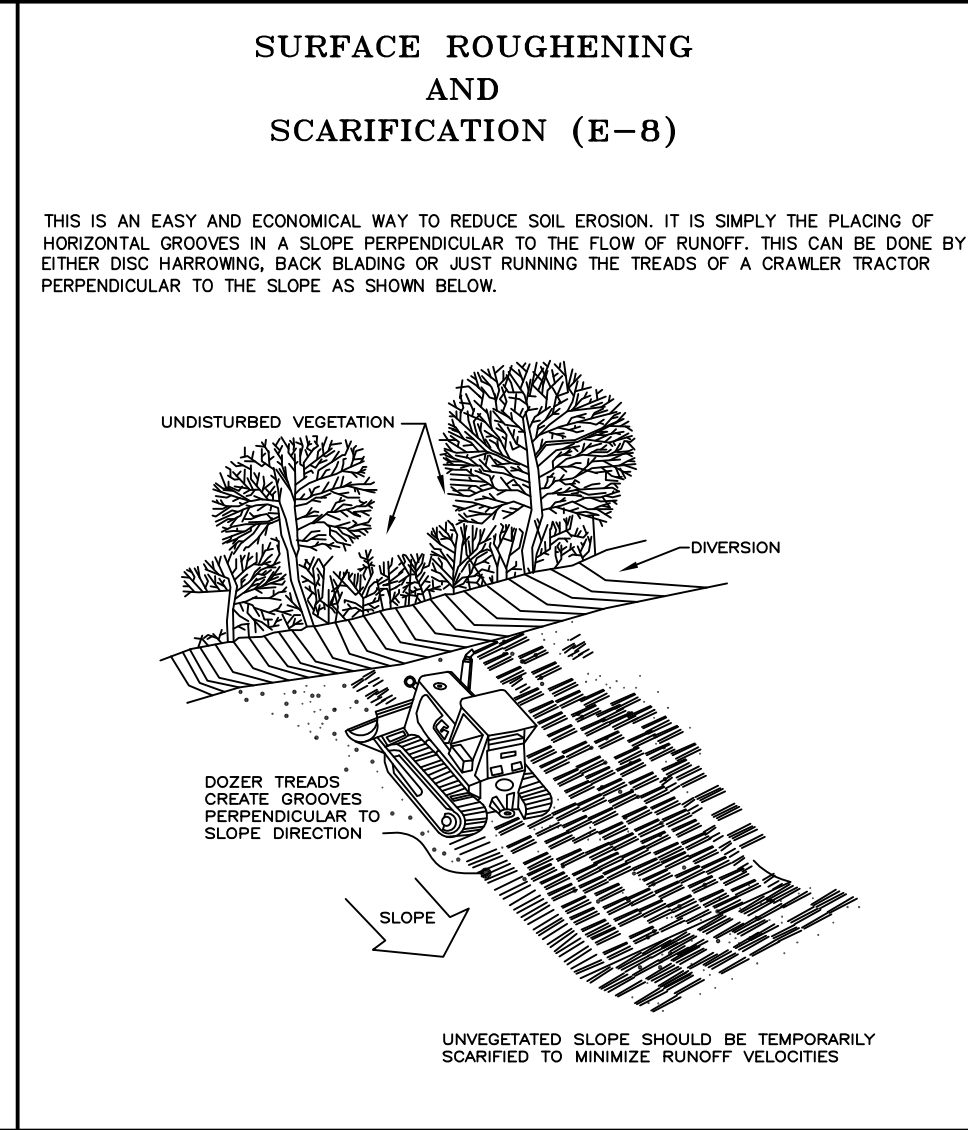
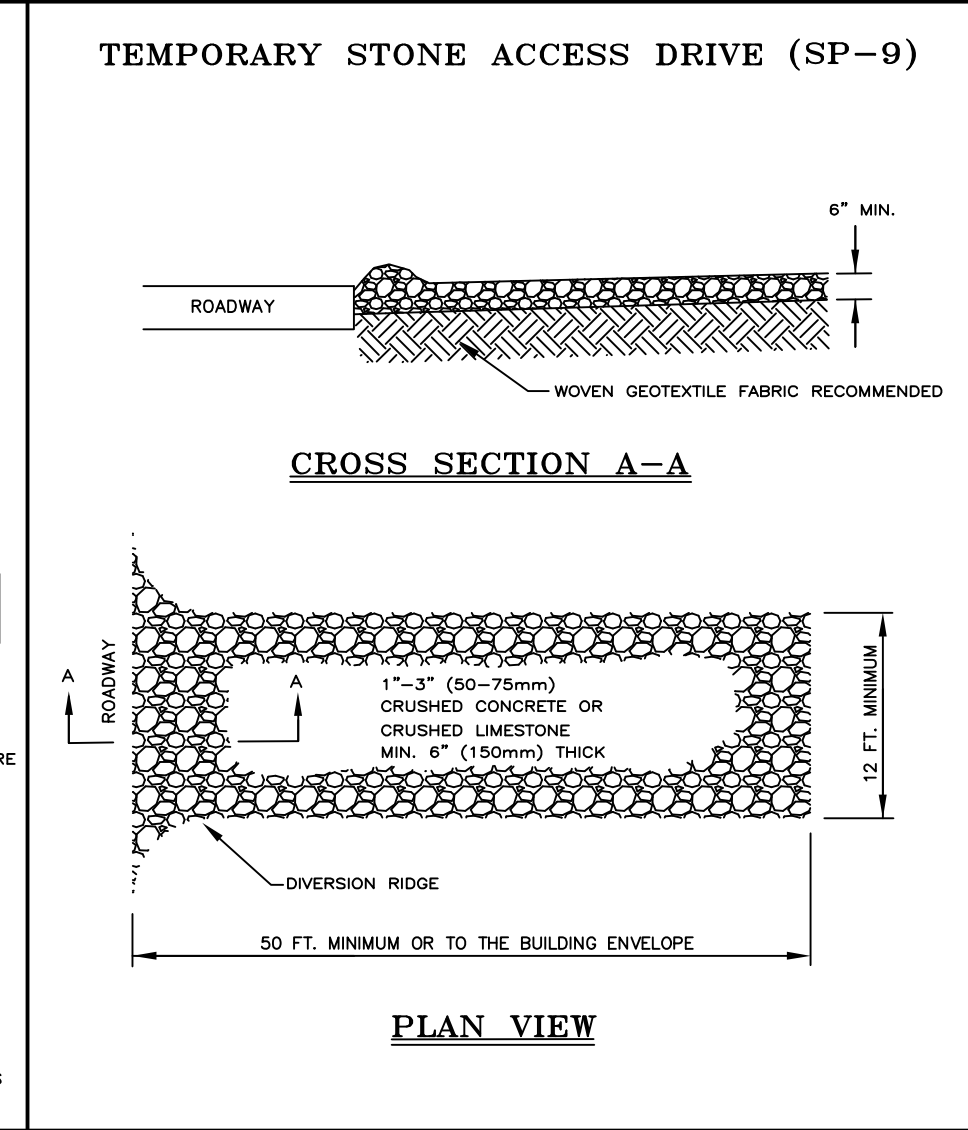
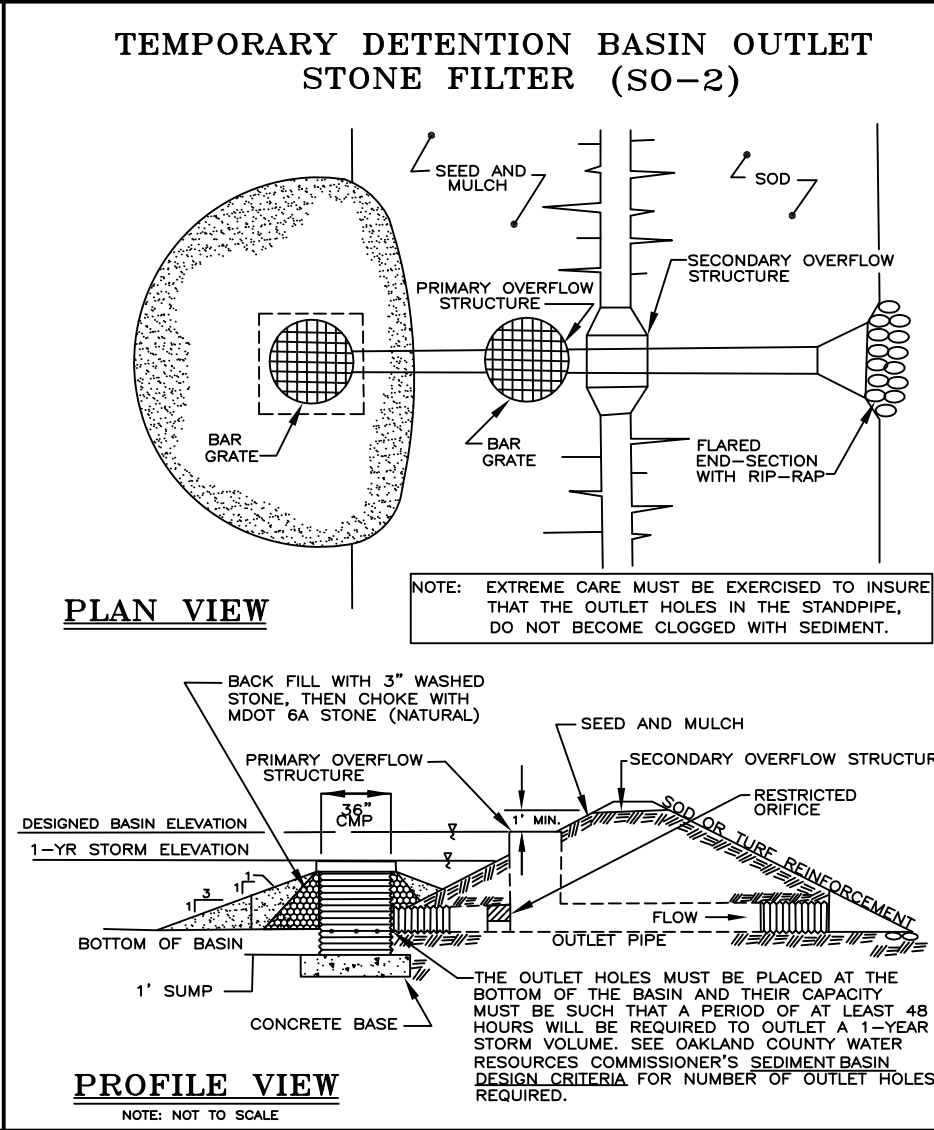
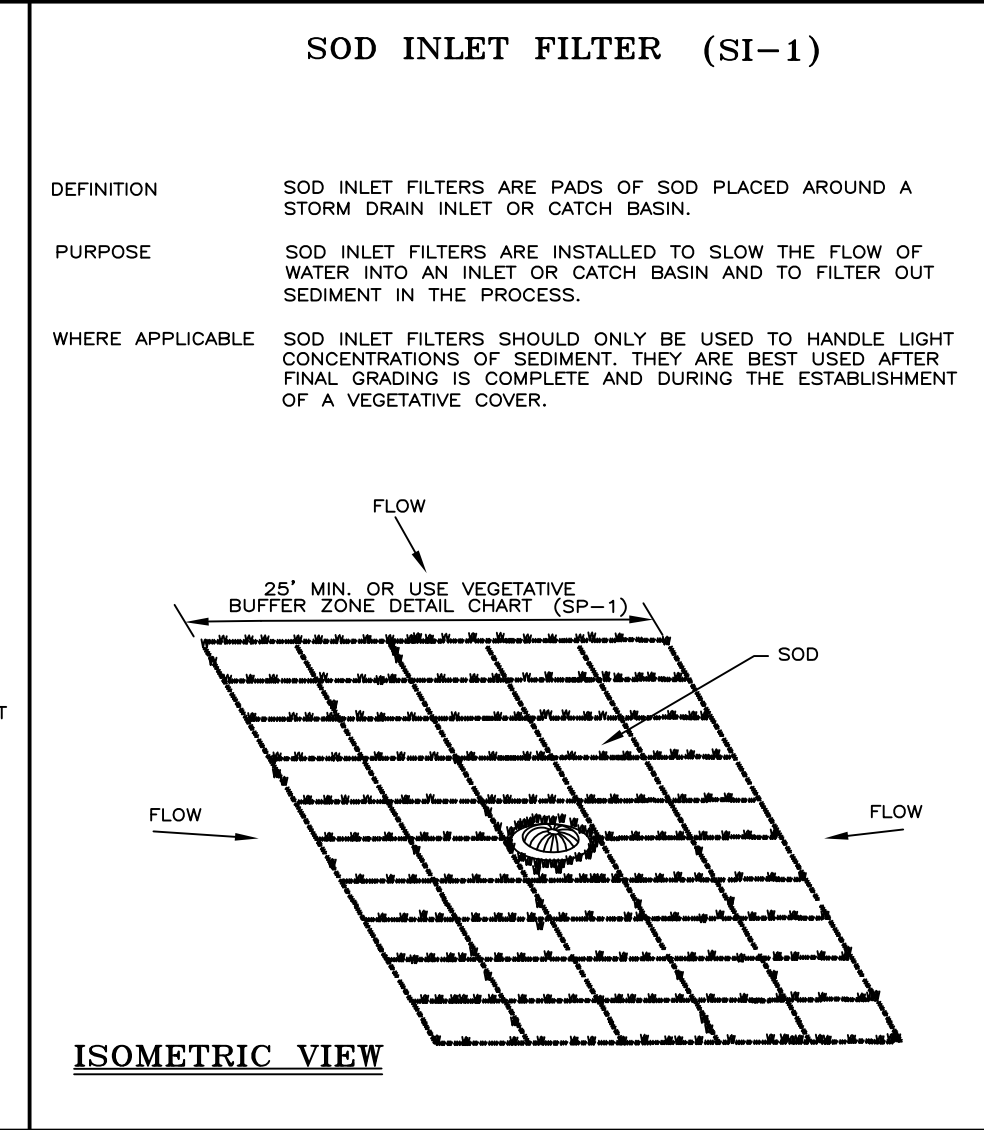
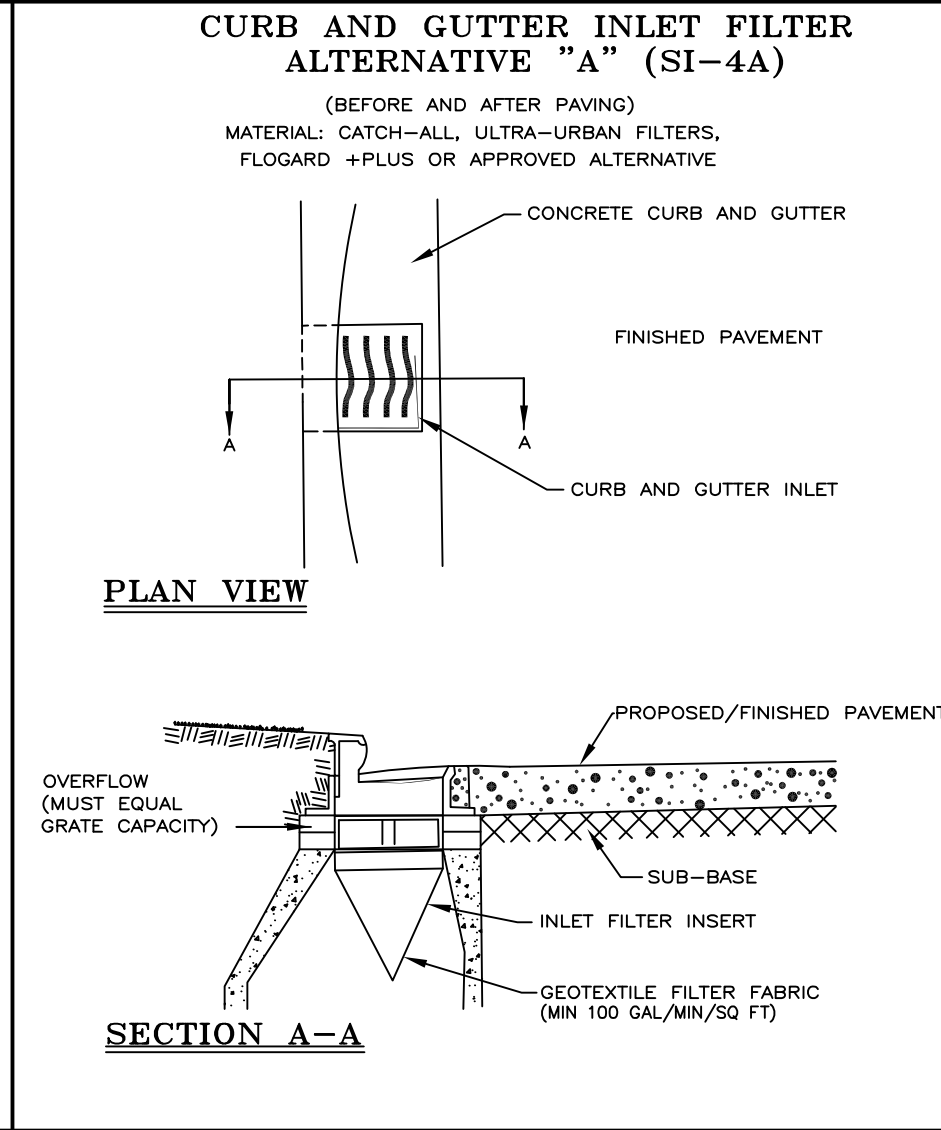
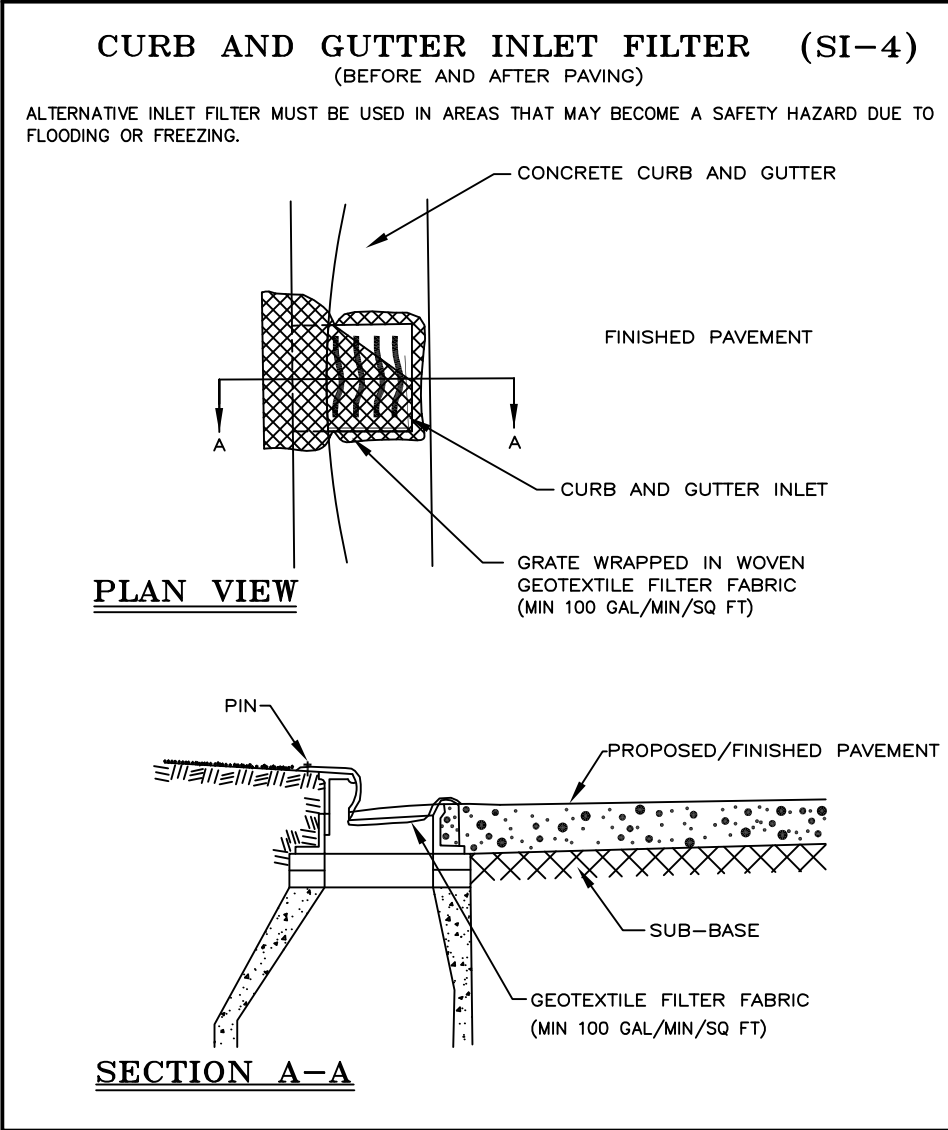
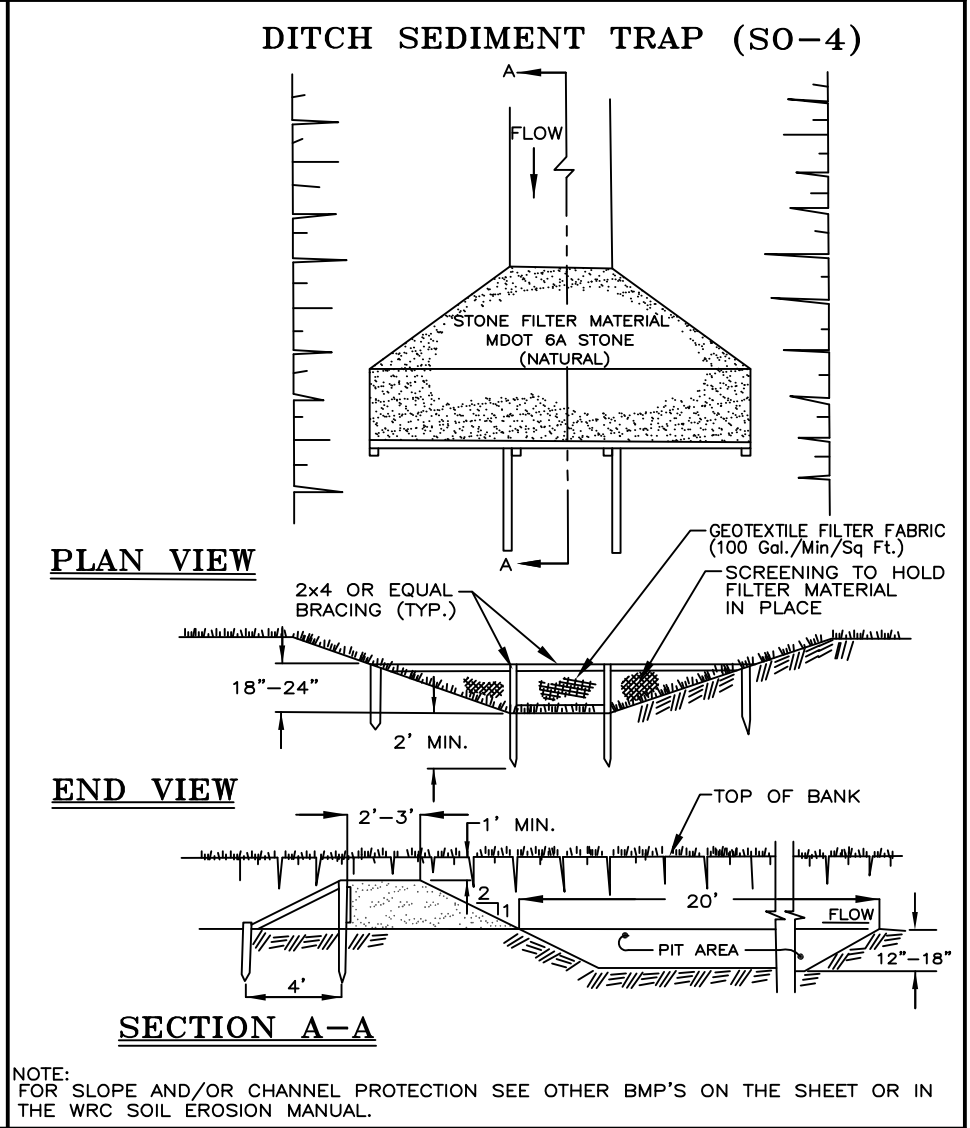
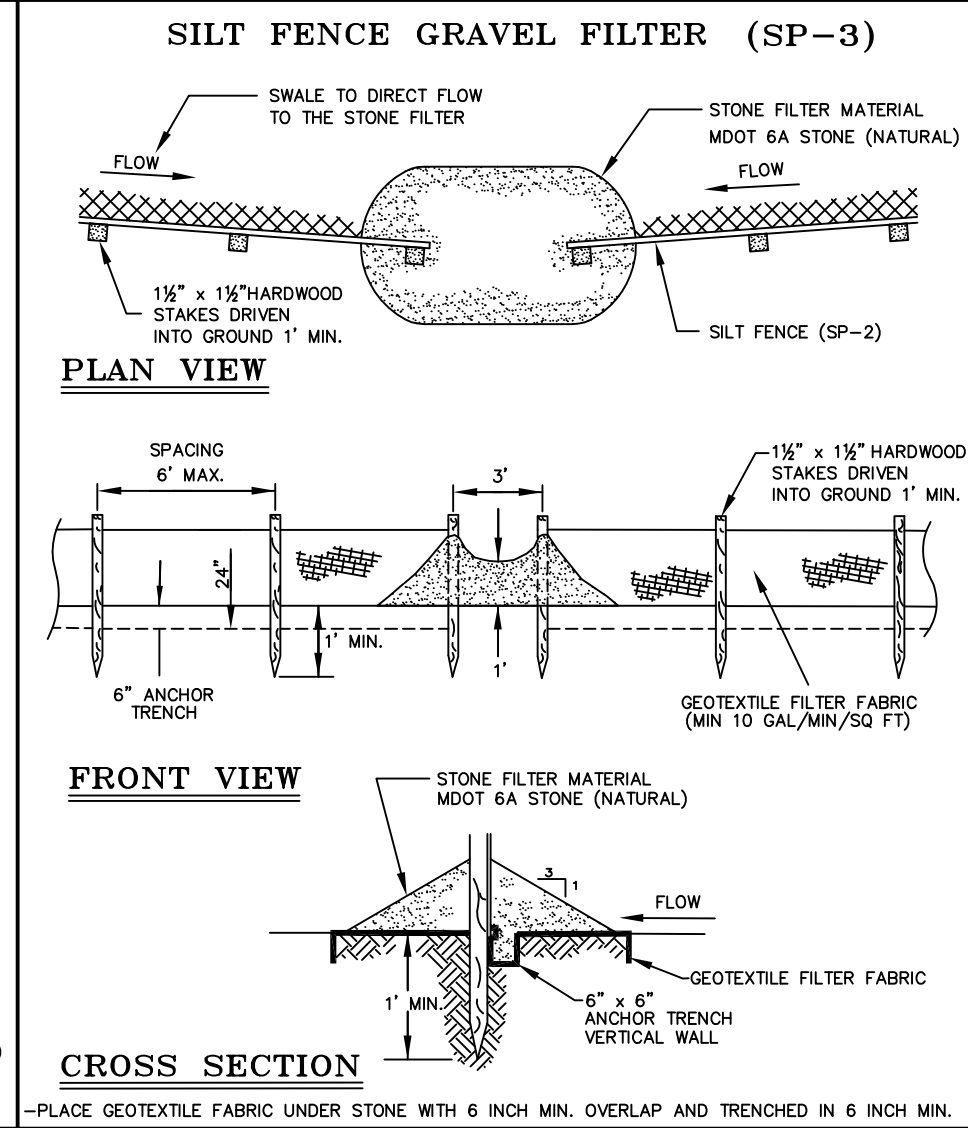
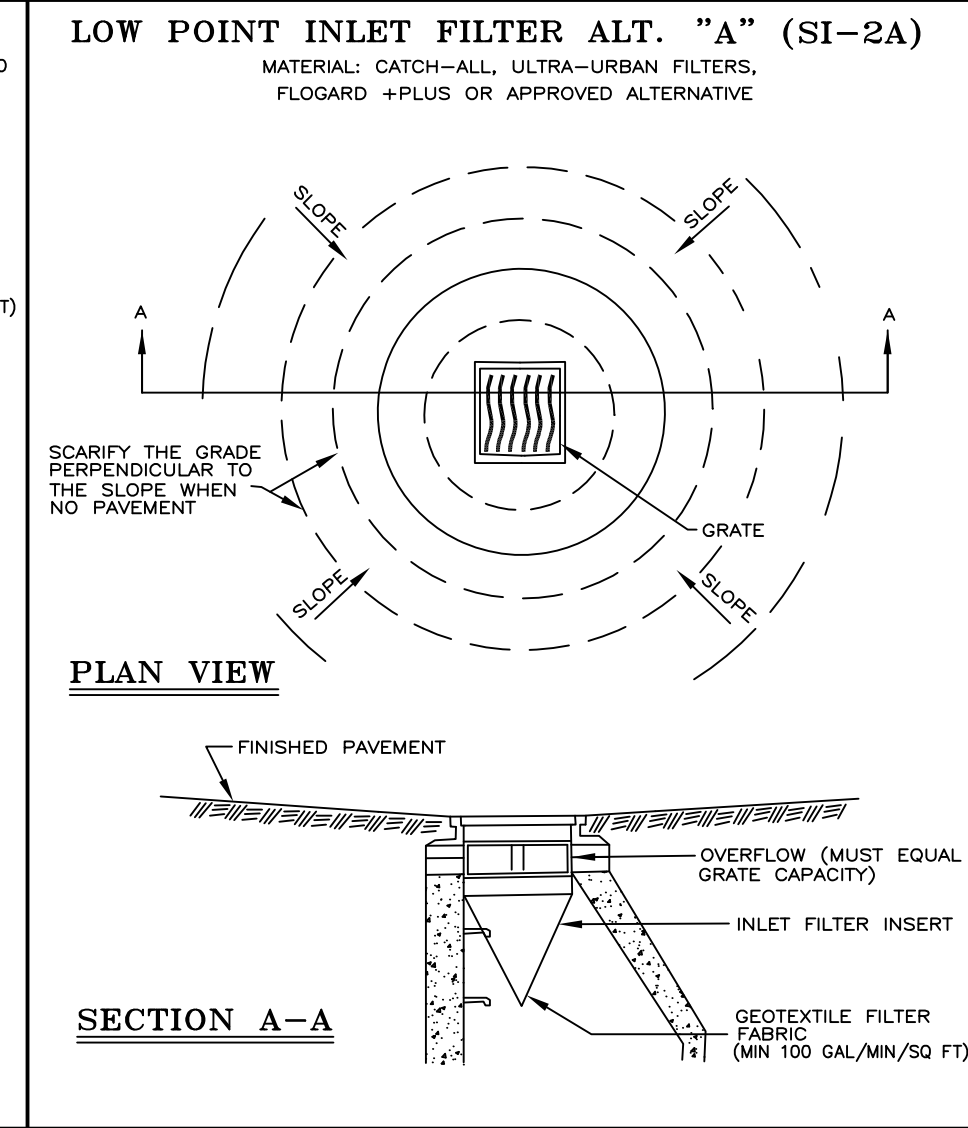
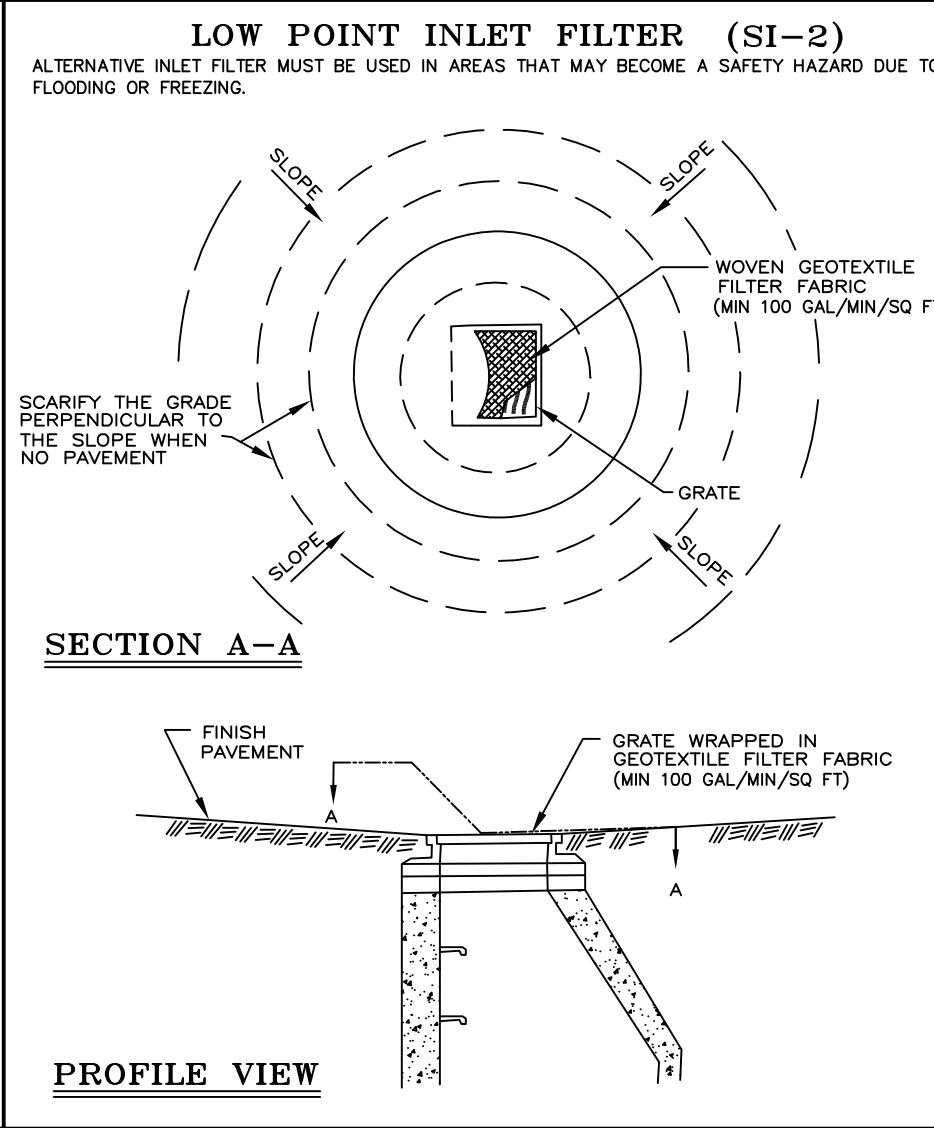
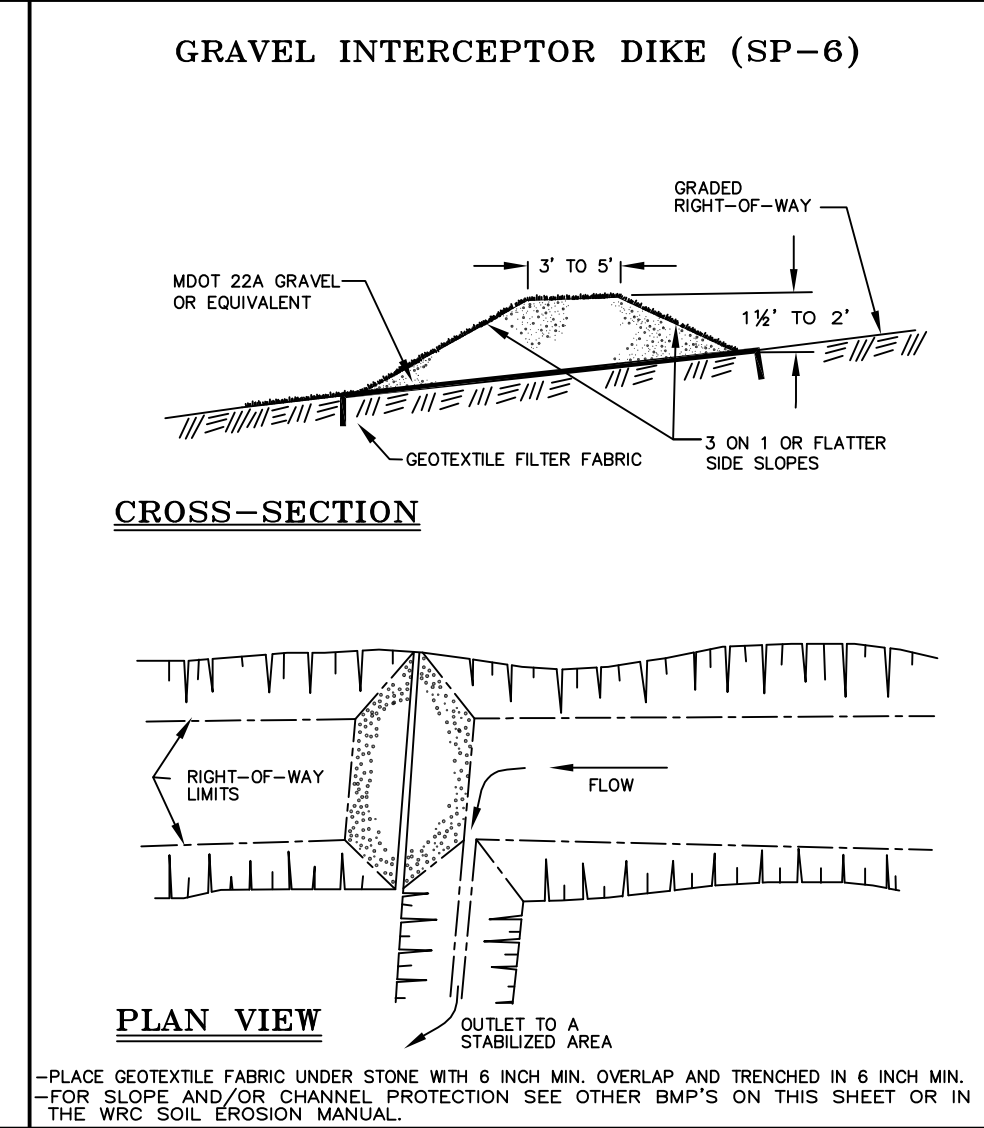
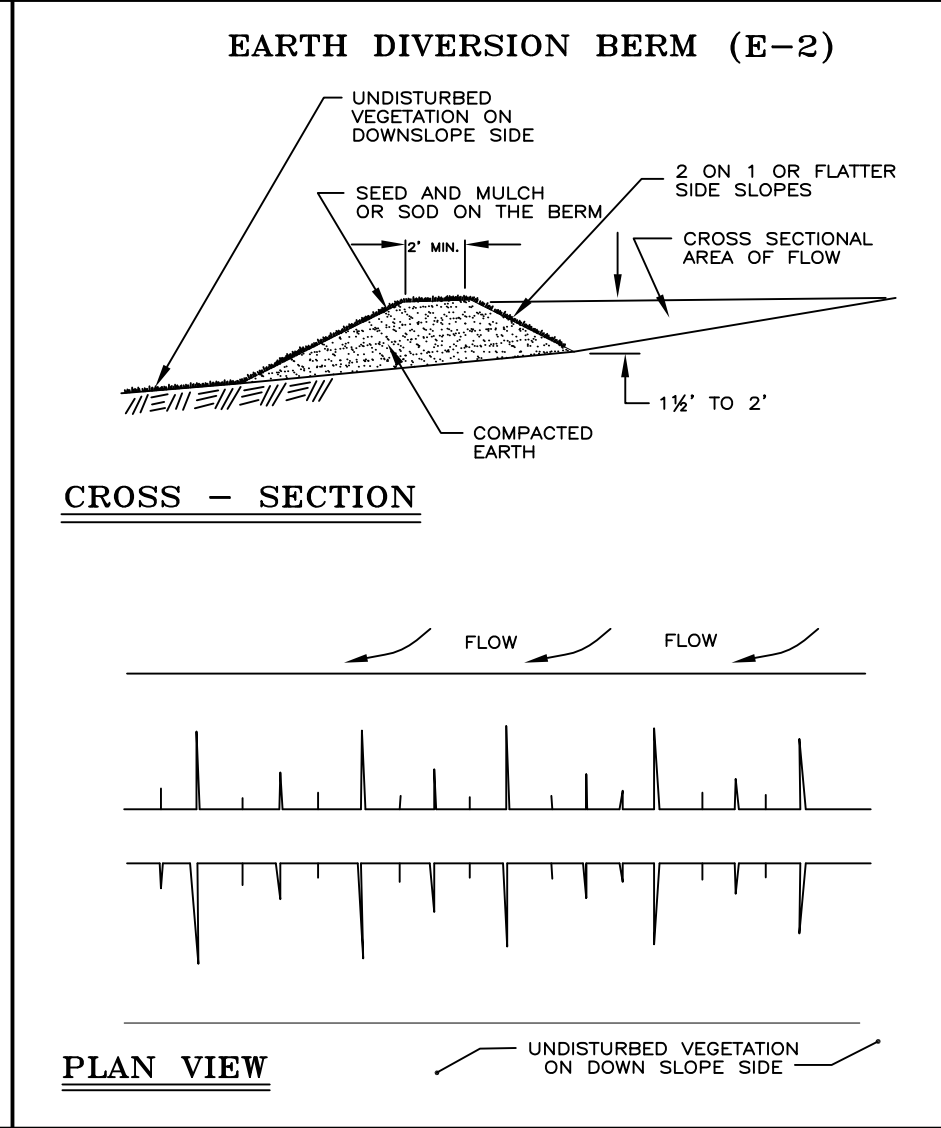
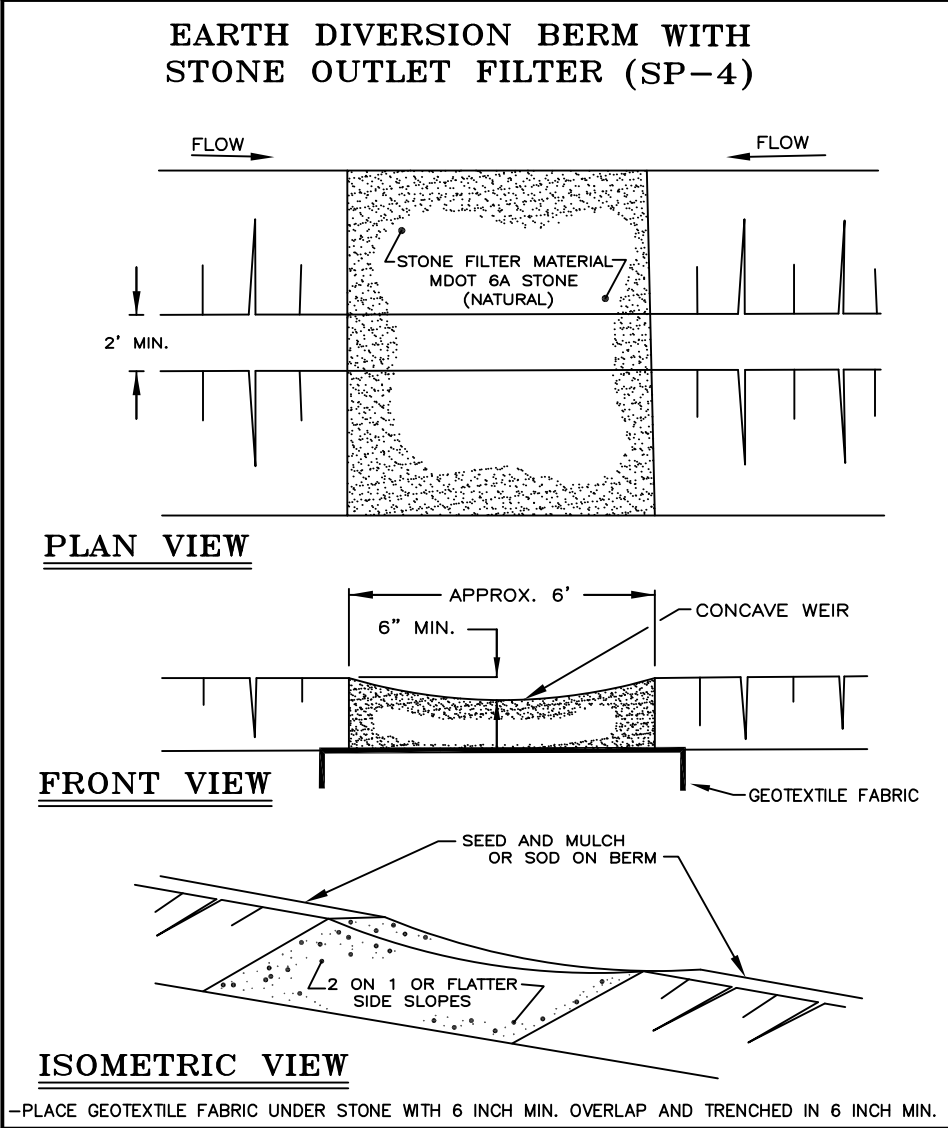
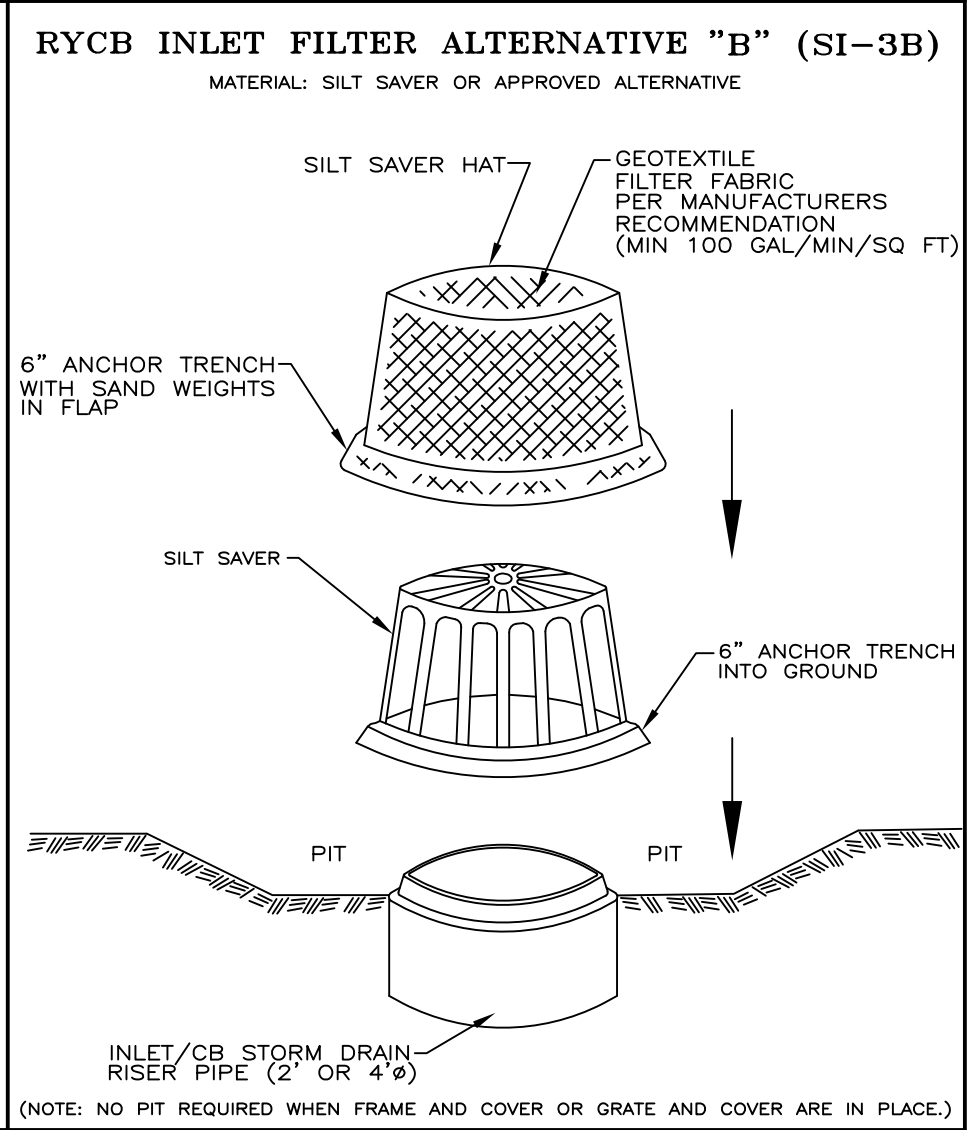
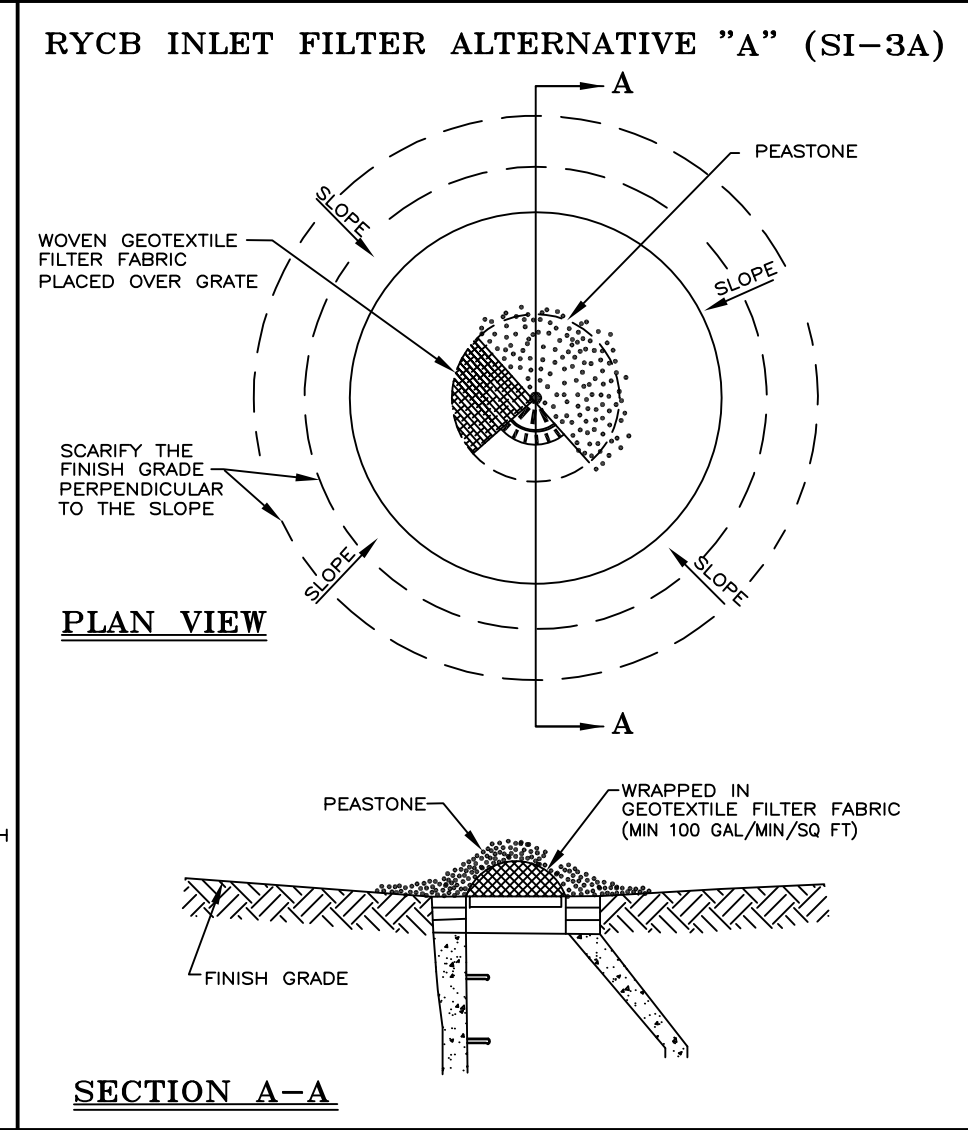
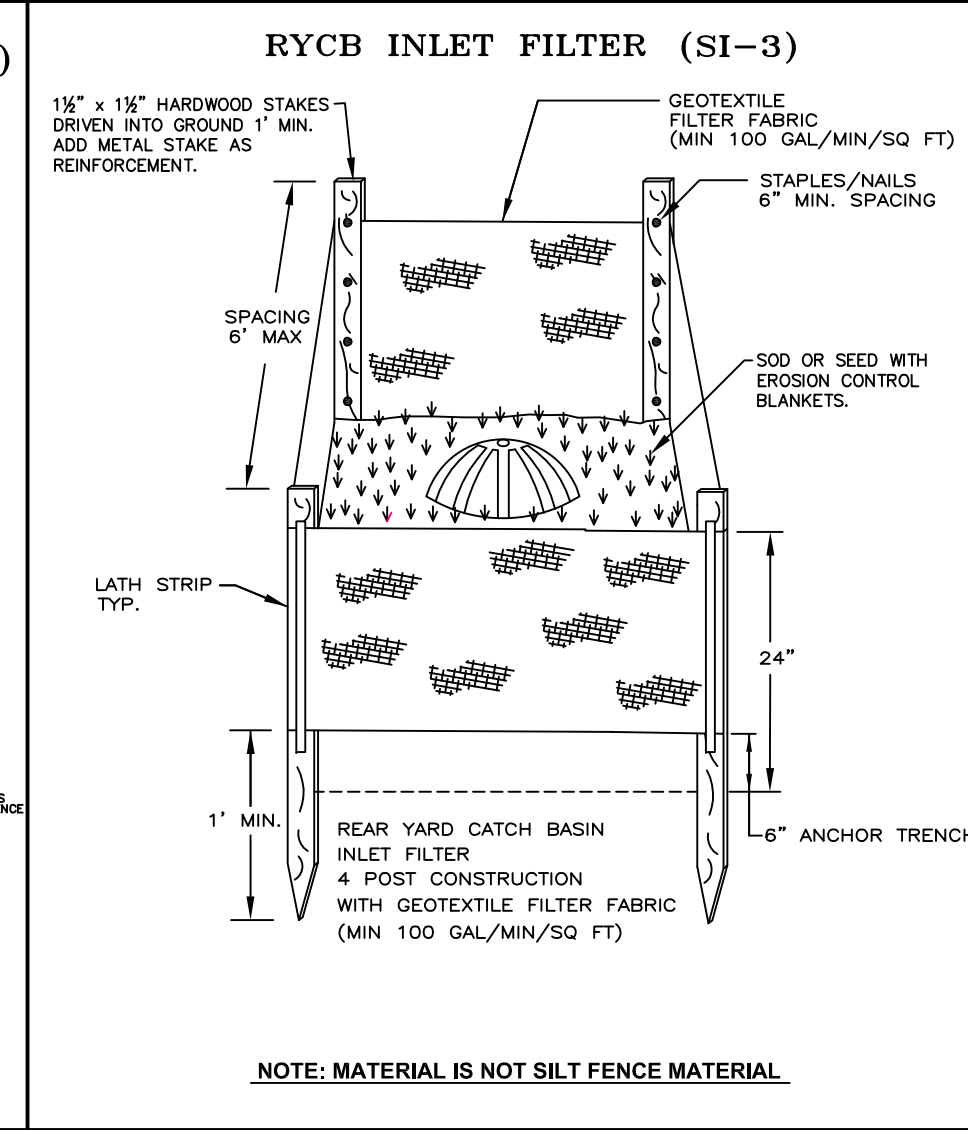
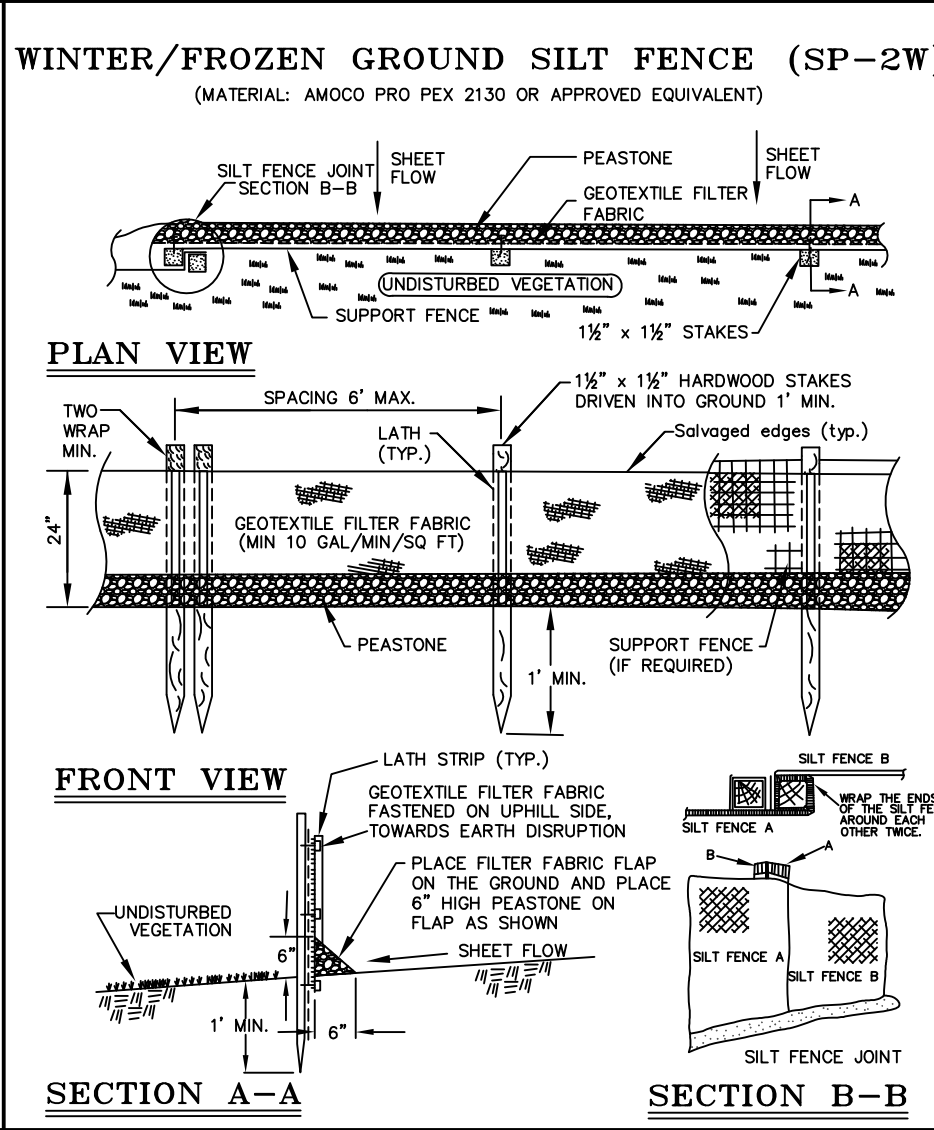
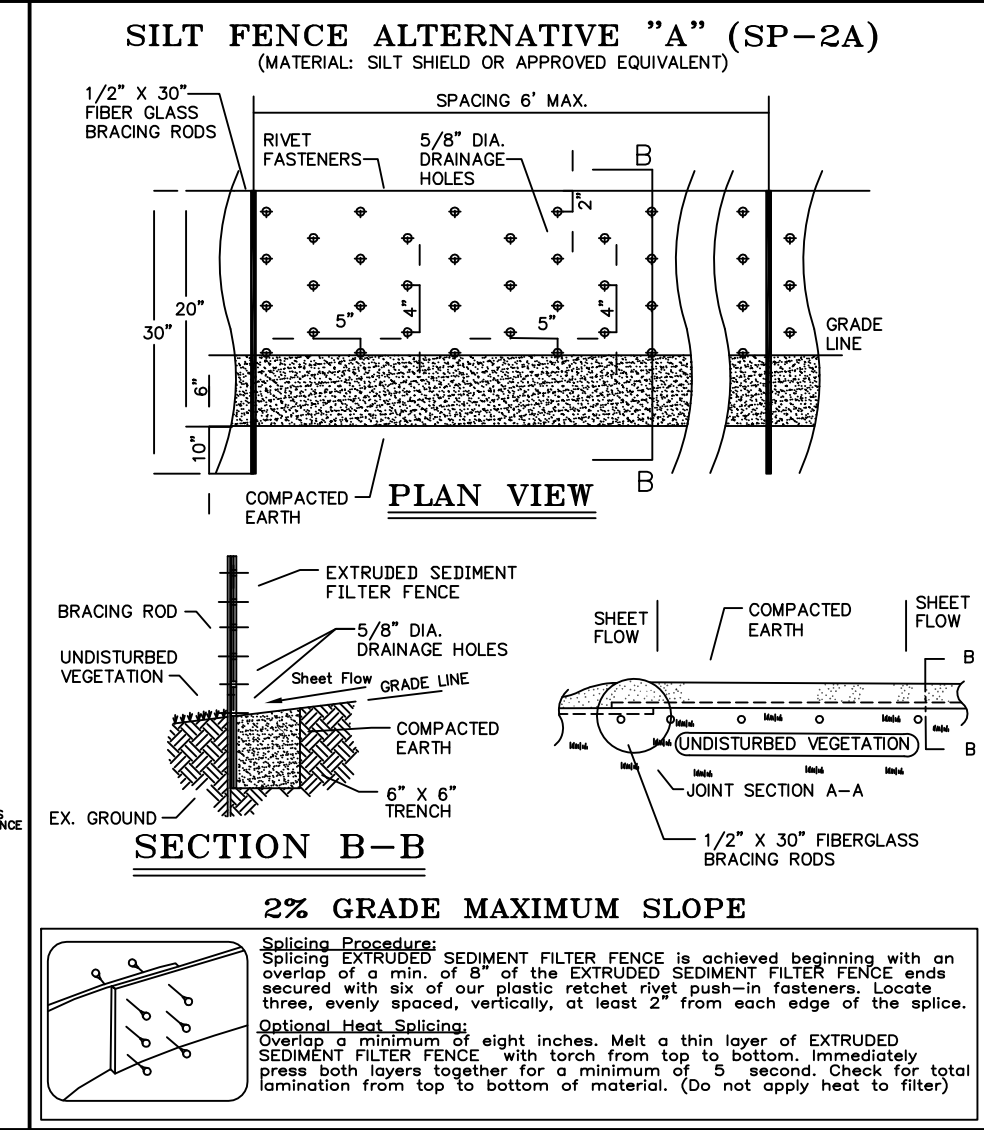
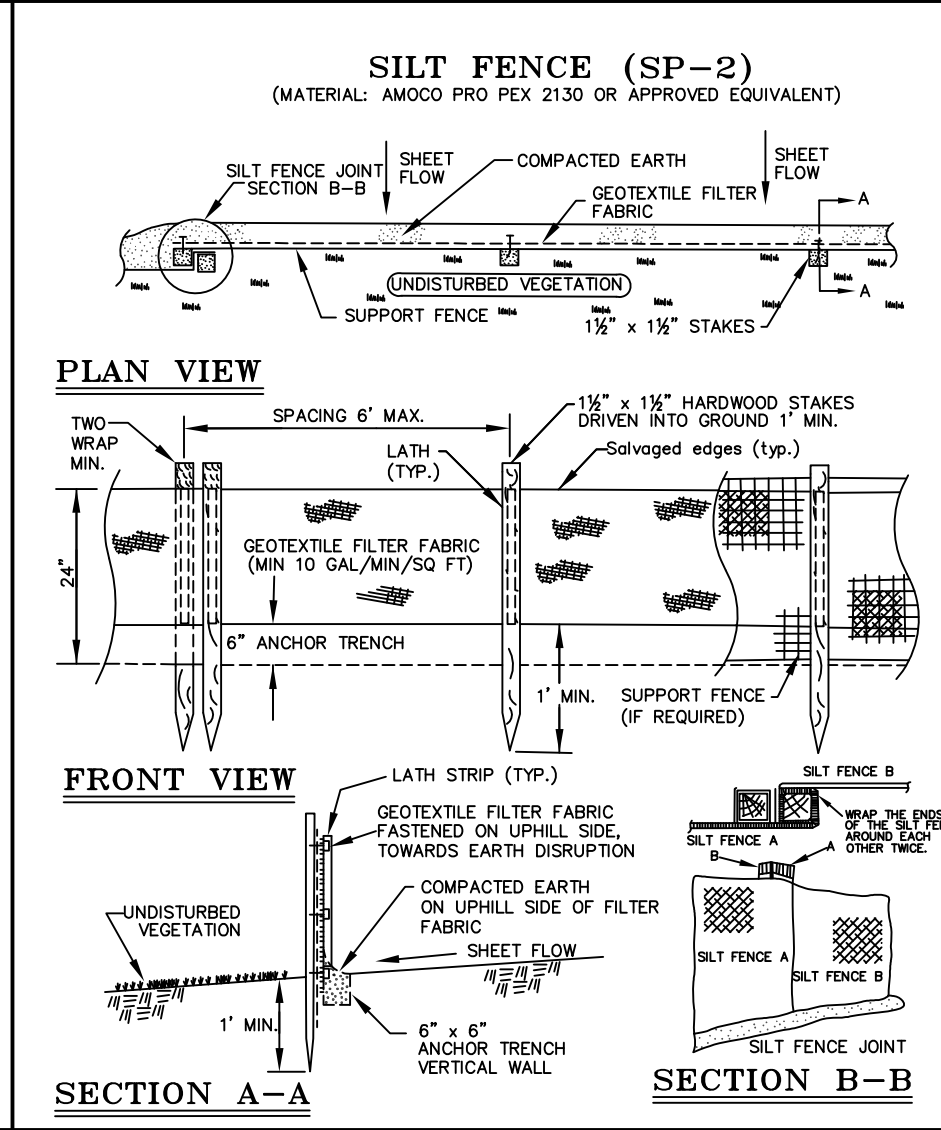
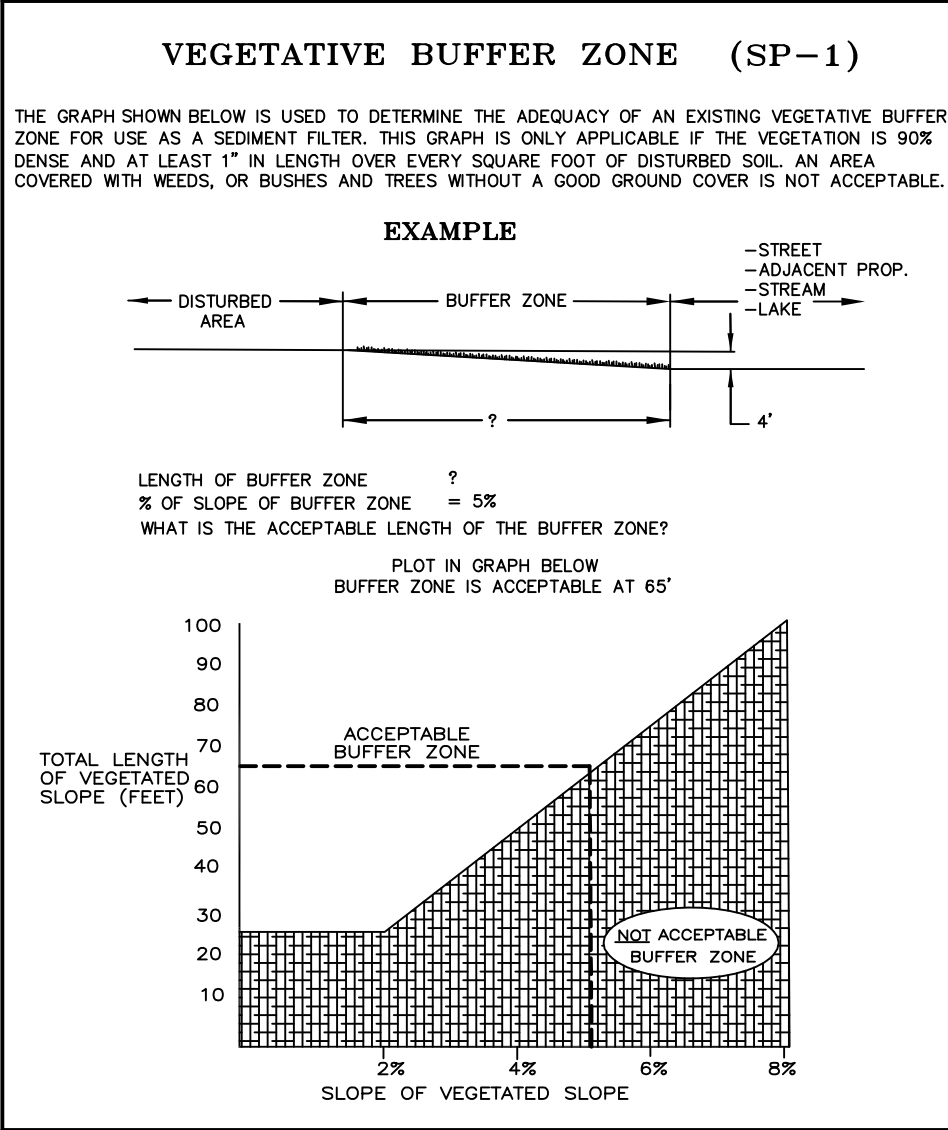
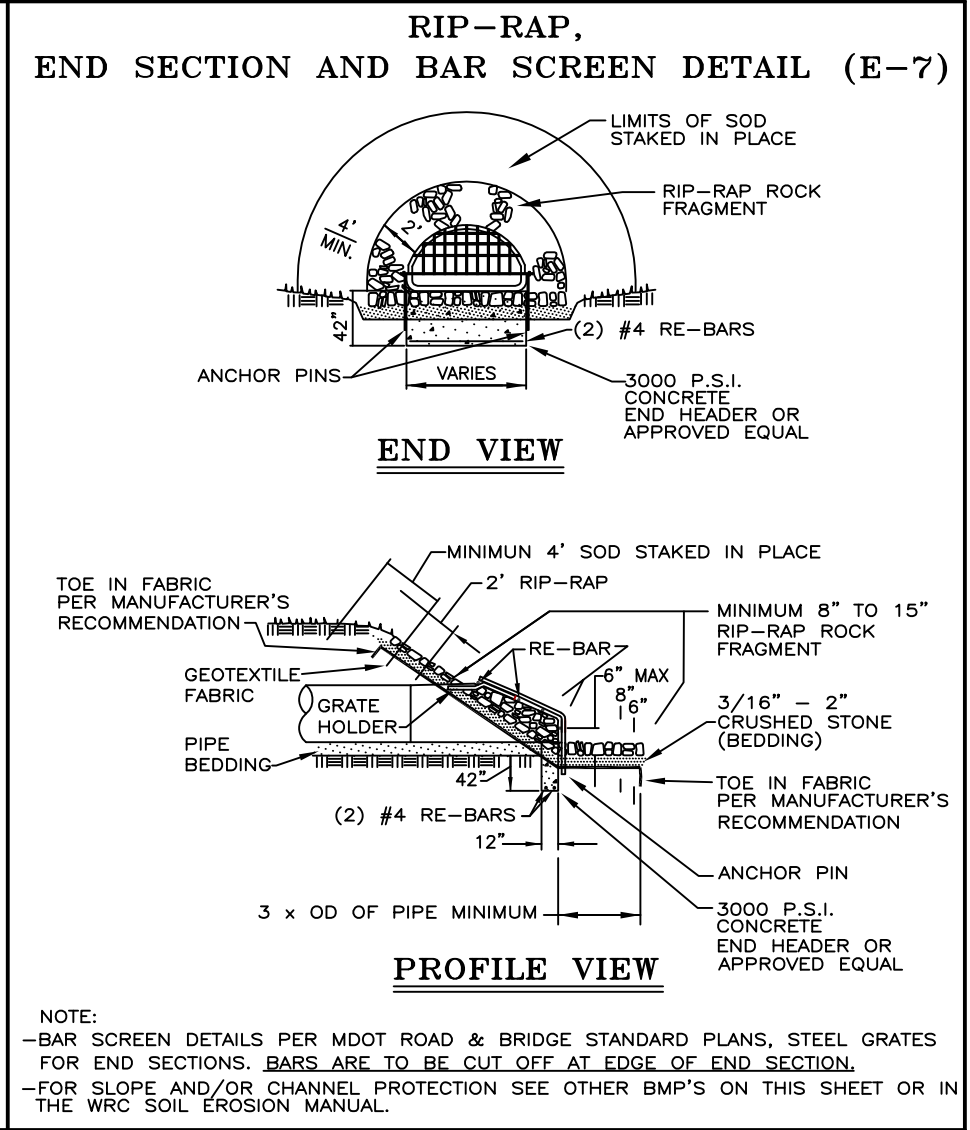
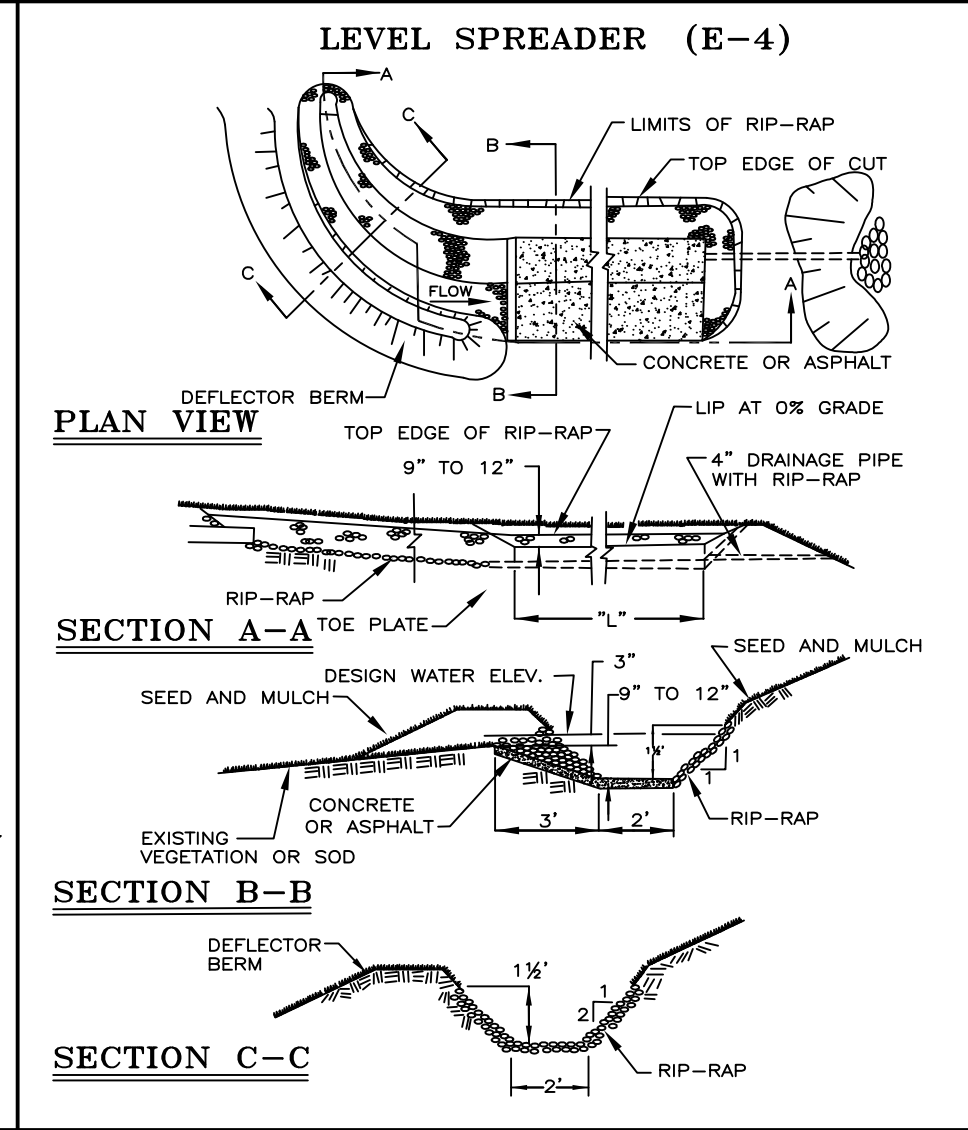
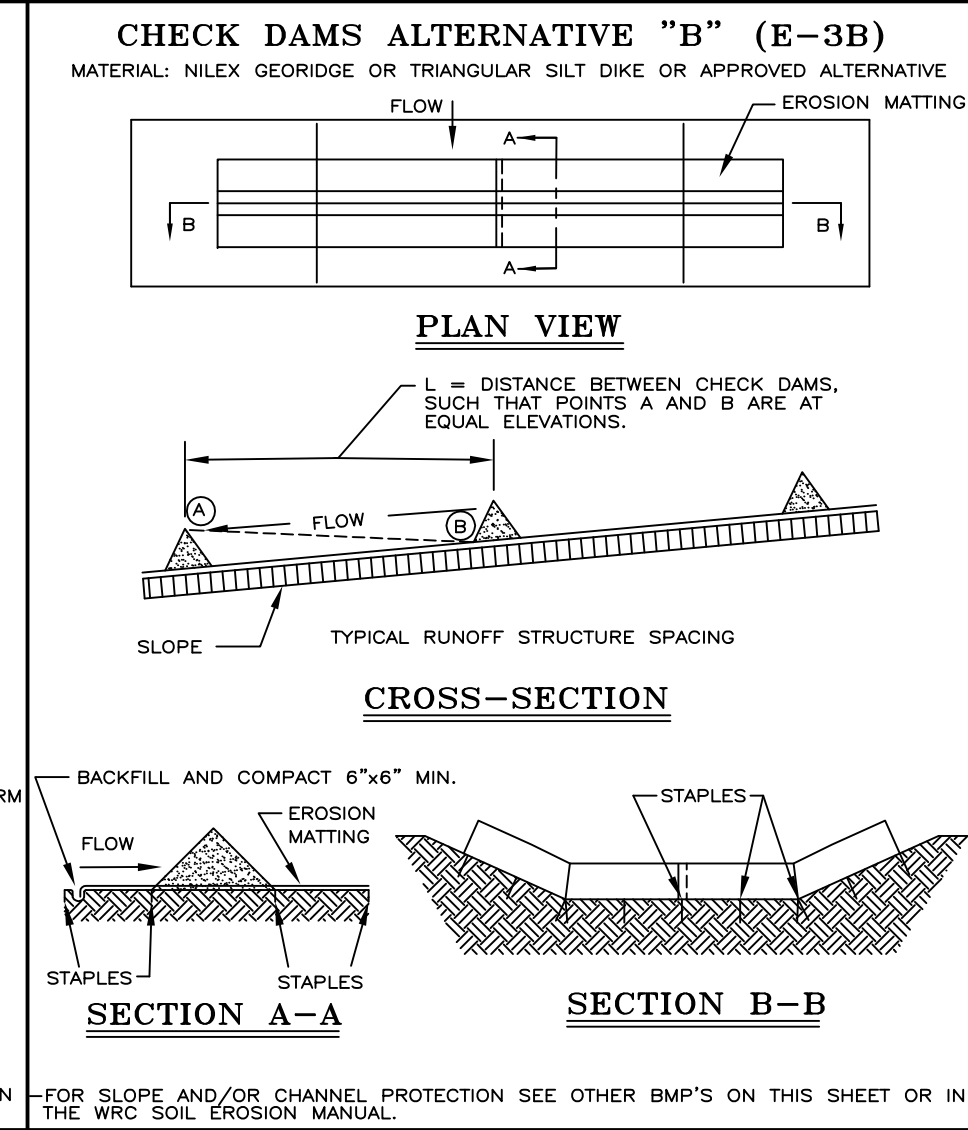
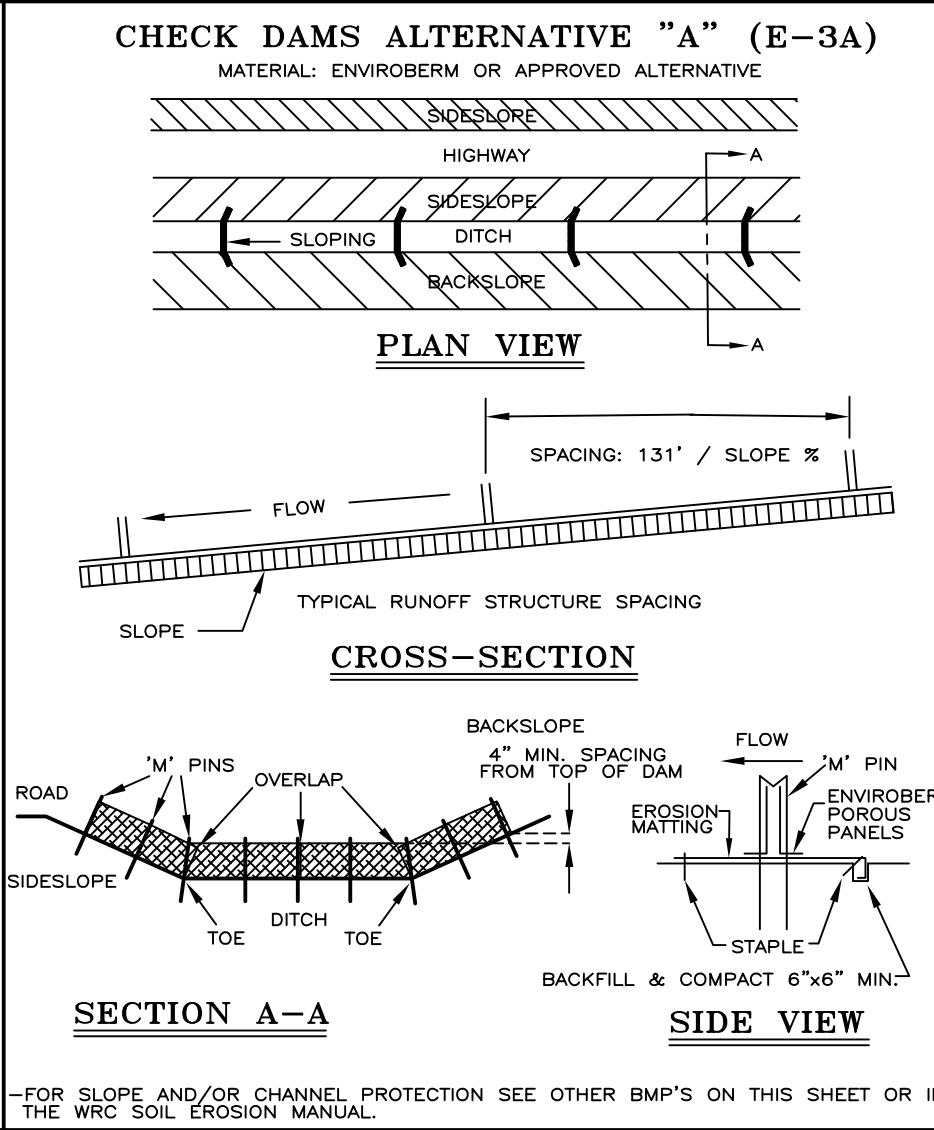
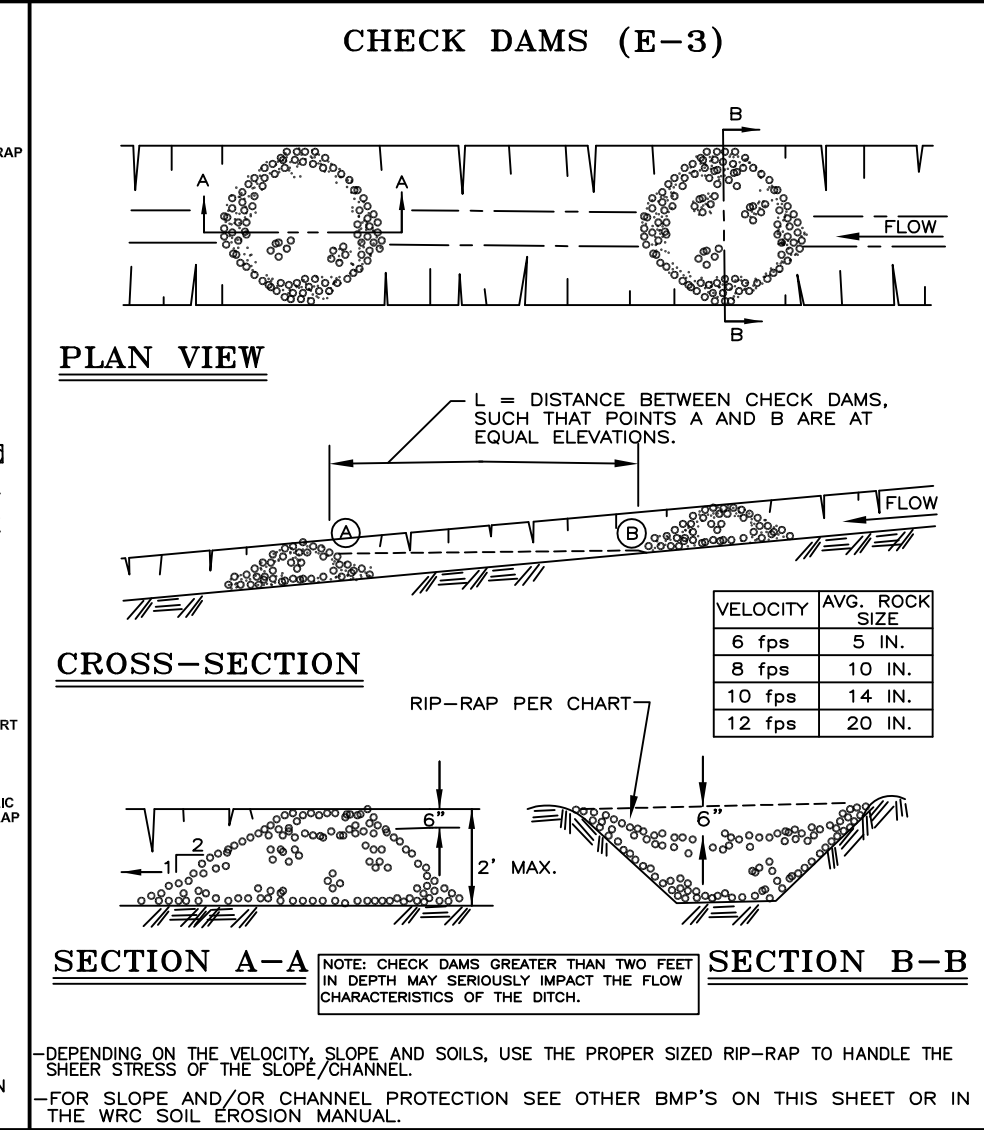
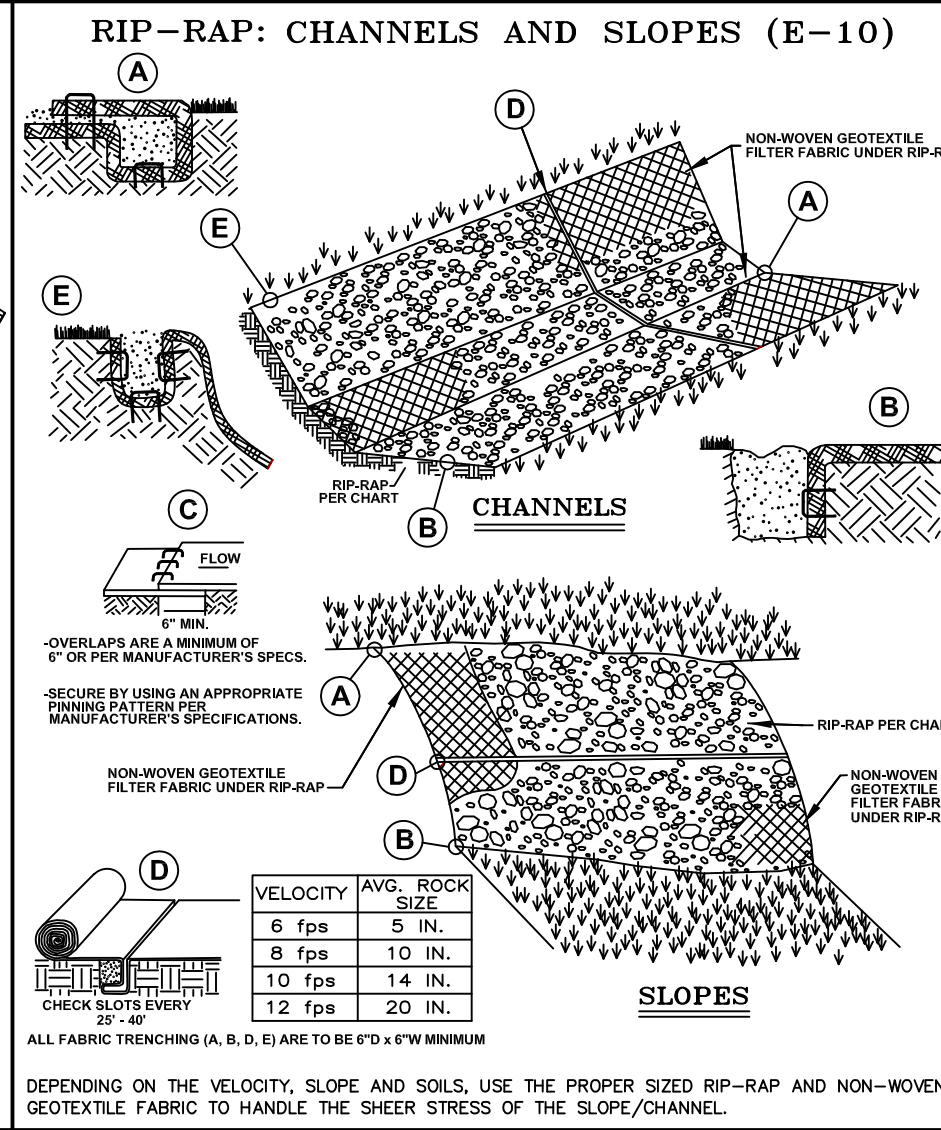
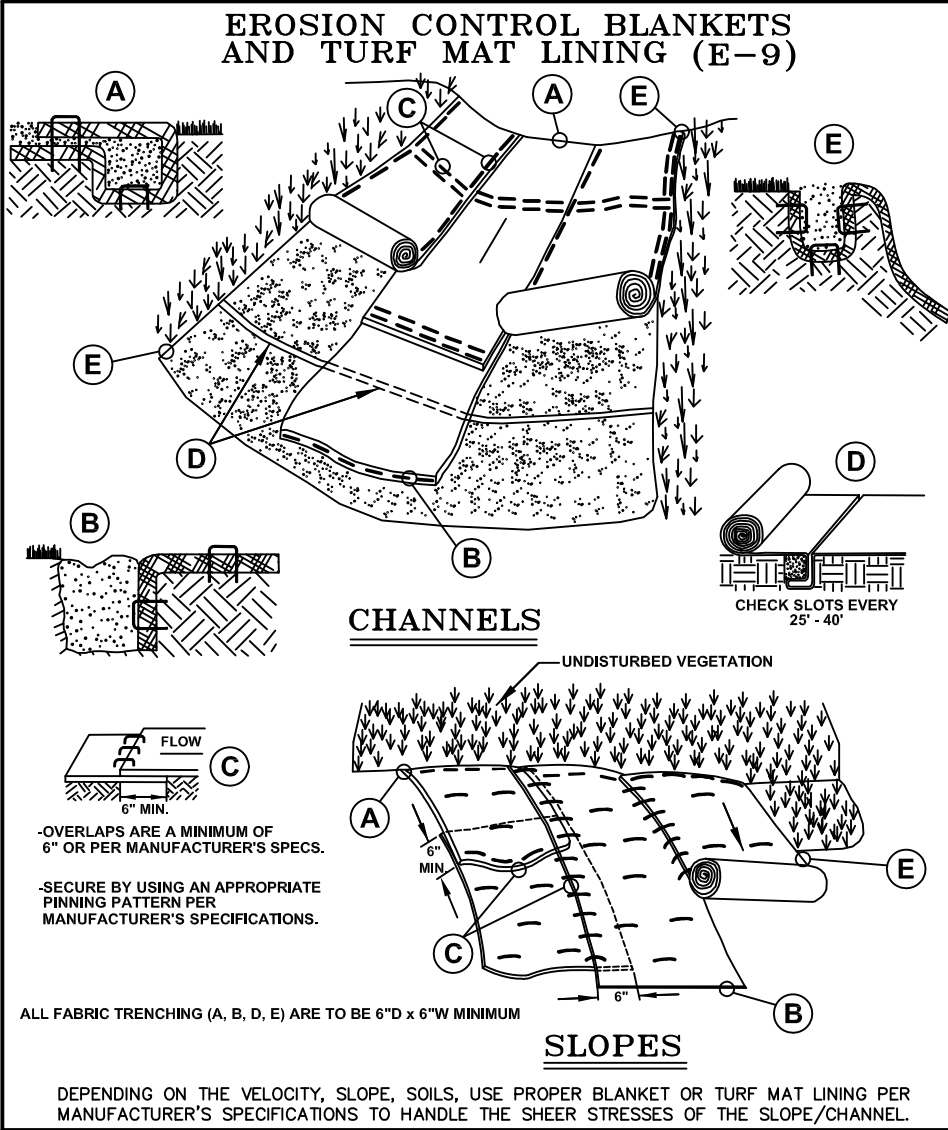
HIGHLAND TOWNSHIP

**HIGHLAND TOWNSHIP  
DESIGN STANDARDS**

**STORM SEWER DETAILS**

HRC JOB NO. 20050368	SCALE NONE
DATE SEPTEMBER 2005	SHEET NO. 2 OF 2





### NOTE:

WHILE PERFORMING WORK INVOLVING GROUNDS MAINTENANCE AND/OR THE CONSTRUCTION/MAINTENANCE OF ANY INFRASTRUCTURE, INCLUDING ROADS, WATER MAINS, SANITARY SEWERS, STORM DRAINS AND STORM WATER BEST MANAGEMENT PRACTICES (BMPs), CONTRACTORS SHALL MINIMIZE POLLUTION FROM STORM WATER RUNOFF THAT CAN AFFECT WATER QUALITY RELATED TO WORK ACTIVITIES. POLLUTANTS THAT COULD IMPAIR WATER QUALITY MAY INCLUDE FUEL, GREASE AND OIL, NUTRIENTS, BACTERIA AND PATHOGENS, LITTER AND DEBRIS, AND SOIL EROSION AND SEDIMENTATION. APPLICABLE BMPs SHALL BE IMPLEMENTED BY THE CONTRACTOR TO THE MAXIMUM EXTENT PRACTICABLE TO PROTECT WATER QUALITY AND WILDLIFE HABITAT.

### SOIL EROSION AND SEDIMENTATION CONTROL DETAILS

Rev.	By	Date	Description
1	SP	01/01/01	PROPOSED DETAIL REVISED
2	SP	01/01/01	FOR SLOPE AND/OR CHANNEL PROTECTION, NAME CHANGES
3	SP	01/01/01	FOR SLOPE AND/OR CHANNEL PROTECTION, NAME CHANGES
4	SP	01/01/01	FOR SLOPE AND/OR CHANNEL PROTECTION, NAME CHANGES
5	SP	01/01/01	FOR SLOPE AND/OR CHANNEL PROTECTION, NAME CHANGES
6	SP	01/01/01	FOR SLOPE AND/OR CHANNEL PROTECTION, NAME CHANGES

ORIG. DATE: 01/01/01  
SCALE: NOT TO SCALE  
DESIGNED BY: WRC  
DRAWN BY: Mapping

ONE PUBLIC WORKS DRIVE, BLDG 905 WEST WATERFORD, MICHIGAN 48320-1907
WRC WATER RESOURCES COMMISSIONER Jim Nash
SHEET NO.: 1 of 1



**Carlisle | Wortman**  
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

Date: August 17, 2022

## Site Plan Review For Highland Township, Michigan

### GENERAL INFORMATION

<b>Applicant:</b>	Dale Feigley
<b>Project Name:</b>	Primetime Storage of Highland
<b>Plan Date:</b>	August 11, 2022
<b>Location:</b>	South side of Highland Road, west of Hickory Ridge Road, P.I. 11-30-200-042 (north property) & 11-30-200-024 (south property)
<b>Zoning:</b>	The overall site has two zoning designations. The northern parcel is zoned C-2 General Commercial, and the southern parcel is zoned C-3 Low Impact Commercial. As noted below self-storage is permitted in the C-2 District as a special land use and in the C-3 District as a permitted land use.
<b>Action Requested:</b>	As this is new non-residential construction, Full Site Plan Review is required. We also note that self-storage facilities are permitted as a conditional land use in the C-2 General Commercial District. Unless the applicant is to rezone the northern portion of the site to C-3 Low Impact Commercial, a special land use application and review will be required for Building 1.
<b>Required Information:</b>	In addition to the items noted below, the applicant is required to provide a written description of the proposed project.
<b>Items to be Addressed:</b>	<i>The applicant will either have to rezone the northern parcel to C-3 Low Impact Commercial or apply for a special land use for a self-storage facility in the C-2 portion of the site.</i>

**PROJECT AND SITE DESCRIPTION**

The applicant is proposing to construct eight (8) separate self-storage buildings on the subject 6.6-acre site. Currently there are two separate parcels that will have to be combined as a part of this review. Without a combination of the two parcels, building setbacks will not be able to be met. A plan note indicates that the applicant plans to construct this site in phases, with Buildings 1 and 2 constructed first with other buildings to be constructed as demand dictates.

Until future buildings are constructed, the area south of Buildings 1 and 2 will be used for the outside storage of boats and RV’s. We would consider outside storage of boats and RV’s to be an accessory use of a typical self-storage facility.

The applicant proposes asphalt pavement surrounding Buildings 1 and 2 with a proposed gravel surface for the remainder of the south of those buildings.

Access to the facility will be via an existing private drive that also provides access to the new Shimmers Car Wash. The site of the self-storage has no direct frontage on Highland Road (M-59).

**Items to be Addressed:** *The existing parcels will have to be combined as a part of the site plan review process. Lot combination can be made a condition of approval.*

**AREA, WIDTH, HEIGHT, SETBACKS**

As noted above the site is split between two zoning districts as well as two separate parcels. Both the C-2 and the C-3 Zoning Districts have the same area, width, height, and setback rules as reflected in the table below. The table below also assumes that the two parcels will be combined as requested.

With the exception of lot coverage, the proposed self-storage facility meets the minimum area, width, height, and setbacks.

	Required	Provided	Compliance
<b>Lot Area</b>	30,000 s.f.	286,395 s.f.	Compliant
<b>Lot Width</b>	150 feet	346 feet	Compliant
<b>Front</b>	80 feet	80 feet	Compliant
<b>Side</b>	*40 feet	40 feet	Compliant
<b>Rear</b>	50 feet	+100 feet	Compliant
<b>Lot Coverage</b>	**40%	Missing bldg. 8	Not known
<b>Building Height</b>	25 feet / 2 stories		Compliant

\*The required 20-foot setback is required to be doubled where C-3 is adjacent to Residentially zoned property.

\*\*Specifically for Self-Storage facilities in the C-3 Zoning District.

**Items to be Addressed:** Add building 8 to the total lot coverage calculation on sheet 2 of the plan set.

## NATURAL RESOURCES

According to Section 15.02 of the Highland Township Zoning Ordinance a Natural Inventory and Stewardship Plan is required to be submitted with the site plan. We recognize that much of the information required by Section 15.02 is found on the existing conditions plan sheet (sheet 3) and the grading sheet (sheet 4) of the plan set. In addition to the information on sheet 3, the following open items should be addressed by the applicant.

**Topography:** Pursuant to the existing conditions shown on sheet 3 of the plan set, the subject site is level with very little change in across the site. The limit of disturbance is identified by a heavy dashed line shown on sheet 4. It would appear that the entire site (both parcels) will be mass graded to accommodate the development.

**Wetlands:** A plan note indicates that a wetland survey was not completed. Based on the soil types indicated on sheet 3, wetlands would not be typical in the subject soils type.

**Woodlands:** A plan note indicates that a tree survey was not completed. While a full tree survey is not required per ordinance, the Natural Inventory and Stewardship Plan is to show all trees 6" and larger affected by the development as well as grading limits. The existing conditions sheet identifies numerous trees along the eastern and southern property lines that are in excess of 6" in diameter. From the grading plan it appears that almost all trees are to be cleared. This should be confirmed. Aerial photographs of the subject site would seem to indicate a number of existing trees within the site that are not identified.

**Floodplain:** Plan notes indicate that this is outside of the 500-year flood hazard zone (zone X). Flooding should not be an issue.

**Soils:** The primary soils type identified on the site plan is Fox Sandy Loam. This type of soil is suitable for the development of small commercial buildings. The Oakland County Health Department will have to review and approve any applications for an on-site septic system.

**Items to be addressed:** Provide additional information regarding any proposed tree preservation and larger 18" and larger trees.

## TRAFFIC IMPACT

The Institute of Traffic Engineers does not have a specific listing for self-storage facilities. Our experience is that these uses are low traffic generators.

**Items to be Addressed:** None.

## ESSENTIAL FACILITIES AND SERVICES

The site will be served by on-site septic and well facilities to be reviewed and approved by the Oakland County Health Division. We also note that the applicant is proposing a stormwater detention system with a retention basin in the far southern portion of the site. It is our understanding that a retention basin is designed to hold storm water with no outlet to adjacent properties. We defer technical review of the retention basin to the Township Engineering consultant, as well as any grading and paving issues.

**Items to be Addressed:** Township Engineer review of essential facilities and services.

## BUILDING LOCATION AND SITE ARRANGEMENT

The building location and site arrangement appear logical. As noted previously, the properties will be required to be combined as a condition of site plan approval.

**Items to be Addressed:** None.

## PARKING, LOADING

The applicant is proposing a six-space parking area directly north of proposed Building 1. Parking will be used for the small on-site office found in the northwest corner of Building 1. Parking is not needed within the storage area as tenants using the units will simply park in front of their units when accessing them. The zoning ordinance requires one (1) space for every 100 storage units with a minimum six (6) parking spaces. As the applicant is proposing a total of 270 spaces parking would appear to meet ordinance standards. We do note however that building 8 does not seem to be reflected in the total number of units. Even with Building 8 included, parking is acceptable as planned.

On the east side of Building 1 there appears to be 2 loading spaces. Building 1 is the only building with this feature. The applicant should explain the use of these loading spaces.

**Items to be Addressed:** 1) Revise total number of units proposed to include Building 8. 2) Explain the use of the loading spaces for Building 1.

## SITE ACCESS AND CIRCULATION

As noted above, the site will be accessed via an existing private drive. The easement information for the private drive should be provided to ensure that this site has adequate access to Highland Road.

With regard to circulation, we note that the distance between Buildings 2 and 3 is only 25 feet. Should tenants access their units on each side of the drive between the buildings it would block any circulation through that aisle. All other aiseways are planned at a minimum of 32.5 feet. We would recommend that the aisleway between Buildings 2 and 3 be increased to at least 32.5 feet to help accommodate full access. We would also ask that the applicant provide turning templates that show large, trailered vehicles as well as emergency (firetrucks) vehicles can adequately circulate through the site.

**Items to be Addressed:** 1) Provide private drive easement information regarding access to the subject site. 2) Increase the distance between Buildings 2 and 3 to allow for improved access. 3) Add truck turning templates to ensure emergency vehicle access and circulation.

## LANDSCAPING

A separate landscape plan has been provided on sheet 6 of the plan set.

**Greenbelt:** As the site has no frontage on Highland Road, greenbelt planting is not required.

**Screening Between Land Uses:** A visual screen is required where a land use is more intense than the adjoining property. The property directly to the south of this site is single-family residential with an existing home. While there would appear to be an existing landscape buffer along the southern property line the applicant should clarify how much of this existing vegetation will be left after site grading. Should this area be cleared, a new buffer/screen will have to be added to provide the required screening between land uses pursuant to Section 12.04 of the zoning ordinance.

**Site Landscaping:** In addition to any required landscaping and/or parking lot landscaping required 15% of the site area shall be landscaped. A site landscaping calculation should be added to the site plan indicating that this requirement has been met.

**Refuse Containers:** A dumpster is not shown on the site plan. If proposed, it must be added to the site plan with adequate screening provided.

**Parking Lot Landscaping:** As the proposed parking lot has less than eight (8) spaces no landscaping is required.

**Items to be Addressed:** 1) Address screening along the southern border as noted. 2) Add site landscaping calculation to the site plan. 3) Indicate if dumpster will be added to the site plan.

## LIGHTING

A lighting plan is provided on what would be sheet 7 of the plan set. A combination of building mounted and pole mounted light fixtures are proposed. All fixtures are identified as downward directed to help prevent off-site glare. A detailed photometric plan has been provided meeting the minimum, maximum, and average lighting standards contained in the zoning ordinance. We do note that “after hours” the parking lot lighting is to be reduced in intensity. The applicant should indicate if on-site lighting will be reduced after hours.

While building mounted lights are shown on Buildings 1 and 2, no other building lights are shown on the remaining buildings. The applicant should clarify if it is the intent to not have building lighting for future buildings.

**Items to be Addressed:** 1) Indicate if lighting will be reduced “after hours.” 2) Clarify if building lighting will be included in future phases of the project.

## SIGNS

No new signage is proposed as part of this site plan submittal. The applicant should indicate if new signs will be a part of this development.

**Items to be Addressed:** Indicate if new signs will be included in this development.

## FLOOR PLANS AND ELEVATIONS

Elevations and floor plans for the proposed buildings have been provided, but only for Building 1. Elevations and floor plans are required for all new structures. In addition to providing elevations for all structures, the applicant should provide the proposed colors of the proposed buildings. Aside from the office area the remainder of the storage units are monotonous in appearance. Perhaps some variation in color and or materials could help this situation.

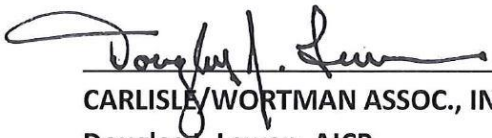
**Items to be Addressed:** 1) Provide building floor plans and elevations for all buildings. 2) Provide proposed colors of the building materials.

## RECOMMENDATIONS

The following items should be addressed to the satisfaction of the Planning Commission prior to full site plan approval:

1. *The applicant will either have to rezone the northern parcel to C-3 Low Impact Commercial or apply for a special land use for a self-storage facility in the C-2 portion of the site.*
2. *The existing parcels will have to be combined as a part of the site plan review process. Lot combination can be made a condition of approval.*
3. *Add building 8 to the total lot coverage calculation on sheet 2 of the plan set.*
4. *Provide additional information regarding any proposed tree preservation and larger 18" and larger trees.*
5. *Township Engineer review of essential facilities and services.*
6. *Revise total number of units proposed to include Building 8.*
7. *Explain the use of the loading spaces for Building 1.*
8. *Provide private drive easement information regarding access to the subject site.*
9. *Increase the distance between Buildings 2 and 3 to allow for improved access.*
10. *Add truck turning templates to ensure emergency vehicle access and circulation.*
11. *Address screening along the southern border as noted.*
12. *Add site landscaping calculation to the site plan.*
13. *Indicate if dumpster will be added to the site plan.*
14. *Indicate if lighting will be reduced "after hours."*
15. *Clarify if building lighting will be included in future phases of the project.*
16. *Indicate if new signs will be included in this development.*
17. *Provide building floor plans and elevations for all buildings.*
18. *Provide proposed colors of the building materials.*

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CARLISLE/WORTMAN ASSOC., INC.  
Douglas J. Lewan, AICP  
Executive Vice President

cc: Elizabeth Corwin, Planning Director





August 17, 2022

Highland Township  
205 North John Street  
Highland, MI 48357

Attn: Ms. Beth Corwin, P.E.  
Planning & Development Director

Re: Site Plan Review  
Prime Time Storage  
Section 30, Highland Township  
Sidwell No. 11-30-200-024 & 11-30-200-042

HRC Job No. 20220783.02

Dear Ms. Corwin:

As requested, this office has reviewed the plans for the above-mentioned project as prepared by Greentech Engineering, Inc. (dated August 11, 2022). The proposed improvements include a several buildings for a self-storage facility. We have the following comments:

#### General

1. The Owner should submit an estimate of cost for the proposed improvements. This information will be used by the Township to establish escrow accounts for plan reviews and construction observation.

#### Water Supply & Wastewater Disposal

1. The plans indicate that a well is proposed for the proposed water supply to Building 1. This will require the review and approval of the County Health Department.
2. The plans indicate that a septic tank and filed is proposed for the proposed wastewater disposal of Building 1. This will require the review and approval of the County Health Department.

#### Storm Water Management

1. All proposed storm sewer improvements will need to be designed in accordance with Highland Township Engineering Design Standards.
2. Storm water will be retained on site in a pond at the south property line. Soil boring information will need to be provided on the plans to confirm that the pond will percolate water into the ground and the elevation of the water table.

#### Paving and Grading Improvements

1. The proposed paving and grading improvements will need to be designed in accordance with Highland Township Engineering Design Standards.

Soil Erosion Control

1. The Soil Erosion and sediment control plans will require the review and permitting of the Oakland County Water Resources Commission.

Summary

Subject to the above items being addressed in future construction plan submittals, we do not object to approval of the proposed site plan. One (1) complete set of the construction plans should be submitted to this office for review and approval prior to the issuance of any building permits.

If you have any questions or require any additional information, please contact the undersigned.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.



Michael P. Darga, P.E.

MPD/mpd

pc: Highland Township; R. Hamill, K. Littlebear  
HRC; R. Alix, File



## **Charter Township of Highland - Fire Department**

**1600 W. Highland Rd.  
Highland, MI 48357  
(248)887-9050**

TO: Highland Township Board  
FROM: Ken Chapman, Fire Chief  
SUBJECT: 2023 Wage Schedule CBA  
DATE: October 3, 2022

Attached are the two LOU (Letter Of Understanding) for the 2023 wage agreements for both IAFF and MAFF labor groups.

Wages were negotiated in good faith, and request the board approval and allow the Township Supervisor to sign the agreements.

LETTER OF AGREEMENT

BETWEEN

Charter Township of Highland

-And-

Highland Township Michigan Association of Fire Fighters

THIS LETTER OF AGREEMENT is entered into this 13<sup>TH</sup> day of September 2022, by and between the Charter Township of Highland ("Township") and the Highland Township Michigan Association of Fire Fighters ("Union").

WHEREAS, the Township and the Union are parties to a Collective Bargaining Agreement effective January 1, 2021 through December 31, 2023 ("2021-2023 Agreement");

WHEREAS the 2021-2023 Agreement contained a reopener on wages to be effective January 1, 2022 and/or January 1, 2023 which provided that either party could reopen by providing notice of its intent to reopen between August 1, 2021 and October 31, 2021;

WHEREAS, the Agreement was reopened in 2021 and the parties signed a Letter of Agreement which included a 5% wage increase effective January 1, 2022 and which included a new reopener on the issue of wages to be effective January 1, 2023, with bargaining to commence within two weeks following the August 2022 millage.

WHEREAS the Union provided timely notice of its intent, pursuant to the 2022 Letter of Agreement, to reopen the 2021-2023 Agreement on wages to be effective January 1, 2023;

WHEREAS, following the Union's notice to reopen, the parties engaged in discussions over wages to be effective January 1, 2023;

NOW THEREFORE, the parties have agreed to the following:

1. The salary schedule attached hereto as Attachment A is incorporated into the parties' 2021-2023 Agreement and the specific wages set forth in the schedule reflect a 5% across the board wage increase effective January 1, 2023.
2. All other terms of the 2021-2023 Agreement shall remain in effect, unless mutually agreed to otherwise in writing at a later date, through December 31, 2023, and will be subject to negotiations on a successor agreement,

[SIGNATURES ON FOLLOWING PAGE]

ATTACHMENT A

HOURLY WAGE RATES EFFECTIVE JANUARY 1, 2023

<u>CLASSIFICATION</u>	<u>HOURLY RATE (2022 Rate + 5%)</u>
Battalion Chief	\$24.10
Captain	\$22.89
Lieutenant	\$21.68
Fire Fighter/Paramedic or FTO	\$20.49
Fire Fighter/EMT	\$19.27
Probationary FF/2 Certifications	\$13.27
Probationary FF/1 Certification	\$12.64
Probationary FF/No Certifications	\$12.04



# Highland Township Professional Firefighters Local 5267

1600 W Highland Rd, Highland, MI 48357



Highland Twp. Board,


This letter of wages opener/letter of understanding for wage increase for 2023. Below you will see the wage with proposed 5% increase for the year as presented by the Fire Chief.

2023 Full Time Salary Schedule										
RANK	Starting	hrly	OT	6 Month	hrly	OT	Top Pay	hrly	OT	1st year salary
	90%		1.5	95%		1.5	100%		1.5	
24 hr Ofc/Medic	\$61,966.97	\$ 22.48	\$ 33.73	\$65,409.57	\$ 23.73	\$ 35.60	\$ 68,852.18	\$ 24.98	\$ 37.47	\$ 63,688.27
24 hr Ofc/EMT	\$60,417.79	\$ 21.92	\$ 32.88	\$63,774.34	\$ 23.14	\$ 34.71	\$ 67,130.88	\$ 24.36	\$ 36.54	\$ 62,096.07
24 hr FF/Medic	\$52,108.58	\$ 18.91	\$ 28.36	\$55,003.51	\$ 19.96	\$ 29.94	\$ 57,898.43	\$ 21.01	\$ 31.51	\$ 53,556.04
24 hr FF/EMT	\$50,805.87	\$ 18.43	\$ 27.65	\$53,628.42	\$ 19.46	\$ 29.19	\$ 56,450.97	\$ 20.48	\$ 30.72	\$ 52,217.14
40 hr Ofc	\$52,549.69	\$ 25.26	\$ 37.90	\$55,469.12	\$ 26.67	\$ 40.00	\$ 58,388.54	\$ 28.07	\$ 42.11	\$ 54,009.40
Fire Marshal	\$51,689.56	\$ 26.51	\$ 39.76	\$54,561.20	\$ 27.98	\$ 41.97	\$ 57,432.84	\$ 29.45	\$ 44.18	\$ 53,125.38

With both parties agreeing please sign below and LOU will be placed into the active contract between Local 5267 and Highland Twp.

For the Union

For the Twp.

  
\_\_\_\_\_  
President

\_\_\_\_\_  
Township Supervisor

10. Adjourn

Time: \_\_\_\_\_