

# **Regular City Council Meeting**

## **October 24, 2016**

### **Agenda**

**7:30 p.m.**      **Call to Order**  
                 **Pledge of Allegiance**  
                 **Roll Call**  
                 **Approval of Minutes: October 10, 2016 and October 3, 2016 special meeting**  
                 **Approval of Bills: None**  
                 **Approval of Agenda**

**Public Comment**

**I.    Old Business –**

**II.   New Business-**

1.   Appointment to Planning Commission – Michael Joseph
2.   Consider Resolution adopting 2016-2017 updated fee schedule

**III.   Discussion- Downtown**

**IV.   Manager's Report-**

**V.    Council Comments-**

**VI.   Adjournment**

City of South Lyon  
Special Council Meeting  
October 3, 2016

Mayor Galeas called the meeting to order at 6:30 p.m.  
Mayor Galeas led those present in the Pledge of Allegiance

PRESENT: Mayor Galeas  
ALSO PRESENT: City Manager Ladner, Council Members: Dedakis, Kivell, Kramer,  
Kurtzweil, Rzyzi and Wedell  
Attorney Wilhelm and Clerk/Treasurer Deaton

AGENDA

CM 10-1-16 MOTION TO APPROVE THE AGENDA AS PRESENTED

Motion by Kramer, supported Kurtzweil  
Motion to approve the agenda as presented

VOTE:

MOTION CARRIED UNANIMOUSLY

PUBLIC COMMENT

Carl Richards of 390 Lenox stated this Oakland Forty project has been in works for 17 plus years and he is not in favor of the alteration to the contract, unless it is in the best interest of the City. Mayor Galeas stated public comment is for items not on the agenda.

NEW BUSINESS

1. Consider approval of agreement for completion and maintenance of improvements, the Knolls of South Lyon Phase I

City Manager Ladner stated we are in the final stages of the infrastructure improvements that need to be done before building permits are pulled. She further stated there is approximately \$40,000 worth of work according to our Engineer. The developer has sold the majority of the lots in the development to a builder, and they would like to take advantage of the rest of the current year's construction season, and they have a waiting list of people that would like to purchase in this development and the builder asked this afternoon if we could change the contract from 10 to 15 building permits in section I of the agreement. She further stated they have that many people that are currently interested in the development. She stated we are asking them to have the punch list completed by November 30<sup>th</sup>. She further stated she spoke with Councilmember Kivell and he stated they need to put up some kind of railing for safety because 10/3/16

people will be using the walking paths, and she has asked the City Attorney to add that. Councilmember Dedakis stated she believes the safety railing is a good call, and asked if the \$40,000 include money for the railings. City Manager Ladner stated it does not, the \$40,000 covers \$26,500 is for the sanitary sewer, and \$3,000 for storm sewer \$10,500 for water main improvements. Councilmember Wedell asked the developer if they can have everything completed by November 30<sup>th</sup>. Nick Canzano stated they are currently waiting on Consumer Energy gas, they have had their application in for 90 days, but Consumers is behind. He further stated they will be adding the railing this week. Councilmember Kurtzweil asked if the price point has changed since Elkow is no longer the builder. The developer stated they are hoping for the mid \$300,000's. Councilmember Kurtzweil stated she is thankful they have stepped in and is happy the price point has been raised. Attorney Wilhelm stated he would like the builders to sign the agreement as well as the developer in case the work isn't completed by the deadline. The City's remedy is to issue a stop work order if the work isn't completed. Mr. Canzano asked why would the builders sign the agreement and possibly be faced with a stop work order and why would the City want to issue a stop work order. Mr. Canzano stated they already have deposits from families to build these houses. They expect a date of when they can move into their house. Councilmember Kivell stated we don't normally allow building permits to be issued until all the infrastructure is completed by the developer. City Manager Ladner stated we are going out of our way to circumvent the process right now by issuing permits without the infrastructure being completed. Councilmember Kramer stated we have been asked to accommodate changes and now we are being asked again. He further stated we need to make sure if the agreement is modified the infrastructure still gets completed. Councilmember Kivell asked what the time frame is for building a home. Mr. Canzano stated 6 months from when the basement is dug. Councilmember Kivell stated if we don't have a compliant lift station and you have homes ready to move in, I don't think the State would allow people to live there without that. Councilmember Rzyzi stated this is long overdue and he has no problem with this agreement and we shouldn't be making this difficult for the builders. Mr. Canzano stated we can use propane if consumers don't get the line in soon enough. Councilmember Kurtzweil stated she apologizes they have to go through this, but we need to get this project going, and the punch list must be done. The builders are caught in the middle; we should be thankful to have a high end development being built here in the City. Mayor Galeas stated we are here because this has dragged on for a very long time, but it must be mutually understood that this must be done. Further discussion was held regarding the agreement. Attorney Wilhelm stated we can change the language to state no additional permits will be allowed until the work is done, and if necessary propane for a backup generator will be allowed.

CM 10-2-16 MOTION TO APPROVE AGREEMENT FOR COMPLETION AND  
MAINTENANCE OF IMPROVEMENTS

Motion by Kurtzweil, supported by Ryzi

Motion to approve the agreement for completion and maintenance of improvements for  
the Knolls of South Lyon Phase 1 as amended

VOTE: MOTION CARRIED UNANIMOUSLY

ADJOURNMENT

CM 10-3-16 MOTION TO ADJOURN

Motion by Kurtzweil, supported by Kramer

Motion to adjourn meeting at 7:06 p.m.

Respectfully submitted,

\_\_\_\_\_  
Mayor John Galeas

\_\_\_\_\_  
Lisa Deaton Clerk/Treasurer

CITY OF SOUTH LYON  
REGULAR CITY COUNCIL MEETING  
October 10, 2016

Mayor Galeas called the meeting to order at 7:30 p.m.  
Mayor Galeas led those present in the Pledge of Allegiance

PRESENT: Mayor Galeas  
ALSO PRESENT: Council Members: Dedakis, Kivell, Kramer, Kurtzweil, Rzyzi and Wedell  
City Manager Ladner, Chief Collins, City Attorney Wilhelm, Chief  
Kennedy, Department Head Martin and Deputy Clerk Pieper  
ABSENT: Clerk/Treasurer Deaton

MINUTES

Councilmember Kivell requests correction on page 7, first paragraph, changing the word complicates to uncompliates.

Deputy Clerk Pieper read statement from Carl Richards to revise minutes (Public Comments) from September 26, 2016 meeting. Mr. Richards stated he has spoken with the Manager of South Lyon Woods and they have brought in 32 new trailers, 46 total since last year, 30,130 square feet of 1 ½ cap over asphalt this past year on roadways, and their fiscal year ends the end of October. Mr. Richards stated Heimanen Engineering has remodeled their building and it is beautiful. Their open house was great. He stated they sell Trane heating and cooling equipment and do service on Generac brand generators. He further stated he wanted to remind everyone that it is 663 days and counting down to the 150 year anniversary of the City and a citywide effort would be necessary.

CM 10-10-16 MOTION TO APPROVE MINUTES AS AMENDED

Motion by Kivell, supported by Wedell

Motion to approve minutes as amended

VOTE: MOTION CARRIED UNANIMOUSLY

BILLS

Councilmember Kivell had a question on the check register regarding the \$2,000.00 charge for the Pumpkinfest Farmer's Market tent rental and if this was a typical expense. City Manager confirms that this is a typical charge and that the funds come from the Farmer's Market Account. She adds the Sponsor's pay to the market and then the market pays for the tent rental.

CM 10-10-16 MOTION TO APPROVE BILLS

Motion by Kramer, supported by Kivell

Motion to approve the bills as presented

VOTE: MOTION CARRIED UNANIMOUSLY

AGENDA

City Manager would like to add item 1A, Completion Agreement – South Lyon Square Apologizing for the late notice, explaining that the meeting took place on this past Friday with the owner of South Lyon Square, conferred with our engineers today on estimated cost, and our City Attorney was able to complete the agreement this afternoon sending it to the owner and his attorney late this afternoon. The owner is supposed to be here this evening to help discuss with the Council.

CM 10-10-16 MOTION TO AMEND THE AGENDA

Motion by Kivell, supported by Dedakis

Motion to add Agenda item 1A, Completion Agreement – South Lyon Square to tonight's Agenda

VOTE: MOTION CARRIED ONE OPPOSED

PUBLIC COMMENT

Carl Richards of 390 Lenox, Mr. Richards informed us that the Presbyterian Church in town has been doing some beautiful work on the exterior of the building, showing that they are dedicated to improving their structure in town and preserving the historic nature of the building. He adds the wooden bridge in McHattie Park has been completely painted and looks beautiful, along with the completion of the parking lot. The hydro seeded grass is also coming along beautifully. All work was completed by our DPW workers, saving the city quite a bit of money. The zipper slide in the park has been fixed this past weekend. And finally, Mr. Richards comments on the Special Meeting that was held and complimented Mayor Galeas on how well it was run.

Formal presentation to Ed Brown and his family

Mayor Galeas, begins with complimenting Mr. Brown and Brown's Restaurant, letting Mr. Brown know that he will surely be missed. He goes on to compliment Brown's on the car cruise that they did, comparing it to the Dream Cruise and American Graffiti.

Councilmember Kurtzweil begins with a compliment to Brown's Restaurant and goes on to present a different perspective. Kurtzweil advises that the thing she will miss most is the friendship. Thanking Ed for his advice and insight over the years and letting him know that he

has played a very important role in our lives and she would like to thank him for sharing his friendship, wishing Ed and his family the best as they move forward.

Councilmember Kramer let's Ed know that he is looking forward to seeing him in the Air Stream, spending quality time traveling, seeing the country and enjoying the years to come. He adds, you've earned it and you definitely deserve it.

Councilmember Wedell starts with saying that he and his family will definitely miss eating at Brown's. Thank you for the memories for our family and enjoy your retirement.

Councilmember Ryzyi wishes Ed the best on a well-deserved retirement, you will surely be missed.

Councilmember Dedakis wants Ed to know from playing soccer to coaching soccer it was a tradition to go to Brown's after the games to eat. She and her fiancé and friends have enjoyed countless hot dogs and double cheeseburgers and she is happy to share that she sacrificed her wedding diet so that she could continue to eat at Brown's until they closed. Thank you for being a huge staple in the community and it will be a huge loss and it will be tough shoes to fill. Thank you.

Councilmember Kivell begins by complimenting Brown's on their commitment to the community and that the Root Beer that Brown's serves was by far the best he has ever had. Good luck to you and enjoy your retirement.

Department Head Bob Martin adds he will miss the many conversations that he and Ed have had over the counter at lunch time. Adding that his daughter Emily's favorite was the tuna fish sandwich. He will always have those memories.

Chief Collins starts out complimenting the Root Beer and the Cole Slaw, and finishes up with good luck on your retirement, you deserve it.

City Manager Ladner reminisces about taking her son to Brown's; they will definitely miss it and wishes they could have enjoyed it longer. Adding, enjoy your retirement.

In closing, Mayor Galeas adds a story about his son in Cincinnati and introducing the story of Brown's to his friends. Councilmember Kivell compliments Ed and his staff for being able to tackle the crowds the last week of business. Councilmember Ryzyi also questions Mr. Brown regarding what he will be doing with some of the memorabilia from the restaurant. To which Mr. Brown replies, he will be giving some to customers and then having a small garage sale with anything that is left.

The formal presentation continues with a visit from members of our High School Marching Band. (Both South Lyon High School and South Lyon East High School)

At this time, Mayor Galeas presents Ed Brown with a Key to the City and reads the Resolution Honoring him and his family. Mr. Brown thanks the community, former residents and his past and present team of workers for their support through this amazing journey. Followed by Oakland County Commissioner Phil Weipert, on behalf of the County Board of Commissioners, presents a Proclamation honoring Brown's and the entire Brown Family.

### OLD BUSINESS

#### 1. FY 16-17 First Quarter Budget Amendment

City Manager Ladner goes on to explain this item, as it was tabled last meeting due to her absence. She continues to explain line item 1012974100 and its increase from \$500 (the original budget) to \$18,500 covering the cost of the windows at the South Lyon Area Rec Authority, located at 318 Lake Street, approved by the Council. Windows should be installed within the next few weeks. The total expenditure is \$18,000.92. There are no other planned expenditures. Councilmember Kurtzweil compliments Ladner on the explanation and clarification of this amendment.

### CM 10-10-2016 MOTION TO APPROVE THE FY 16-17 QUARTER BUDGET AMENDMENT

Motion by Kurtzweil, supported by Wedell

Motion to approve the Fiscal 2016-2017 Quarterly Budget Amendment as Presented

2. Consider second reading of an ordinance to amend the City of South Lyon Code of Ordinances, Chapter 22 - Business, by amending Article 1 – In General, to Article 1 Business Registration and adding sections 22-1 through 22-5

City Manager Ladner explains that this is off of the changes that are being made to the fee schedule, adding that once this is approved or not, she will be bringing to the next meeting the revised fee schedule for the council to approve. It also has been completely re-formatted so that it will be easier for people to read. The changes from last time is the references to Township were removed, section 22-5 regarding the fee was deleted based on the language in section 22-58, as council is not planning on charging a fee for this. Those are changes from the first reading to the second reading.

Councilmember Kivell references page 2 sections 22-4, he states, after the red line, it still has fees paid - *no business registration shall be issued until the fee is paid and all required*



*information is submitted*, and questions if there is no fee, why are we leaving that language in there?

To which City Attorney Wilhelm replies that this can be deleted. Council member Kurtzweil questions if the business community had an opportunity for input on this? DDA? Chamber? Has it been circulated in the business community at all for their input? To which Ladner replies that they have not, and adds this is something that council said they were interested in doing so that we knew what businesses were in town when the fee schedule was discussed. This will give us a connection to the businesses, including owner information, contact information, emergency contact information, etc. A brief discussion continues to clarify this procedure, including the steps needed to complete this process.

CM 10-10-2016 MOTION TO APPROVE THE SECOND READING OF AN ORDINANCE TO AMEND THE CITY OF SOUTH LYON CODE OF ORDINANCES, CHAPTER 22 – BUSINESS, BY AMENDING ARTICLE 1 – IN GENERAL, TO ARTICLE 1 BUSINESS REGISTRATION AND ADDING SECTIONS 22-1 THROUGH 22-5

Motion by Kramer, supported by Kurtzweil

Motion to approve the second reading of an ordinance to amend the City of South Lyon Code of Ordinances, Chapter 22 – Business, by amending Article 1 – In General, to Article 1 Business Registration and adding sections 22-1 through 22-5

VOTE:

MOTION CARRIED UNANIMOUSLY

NEW BUSINESS

1. Presentation FY 2015-2016 Fiscal Year Audit – Plante Moran

Plante Moran representative Douglas Bohrer starts by thanking the City Staff for their assistance and cooperation for the audit and discussions throughout the year. He also added that the City did receive an unmodified opinion again this year, and what that means is that Plante Moran found the financial statements materially correct for the city. This is what the Bond Rating Companies are looking for, and this is the highest form of assurance that you can receive from a third party independent CPA firm. He adds that there are three things in the packet, the Financial Statements, the Letter to the Council and the Graphs.

Auditors Spencer Tawas will be walking us through the graphs and some higher level information. Keith Syzmanski is discussing in detail the letter, which is some of the required communication that they are required to have with Council as well as some recommendations, and then Bohrer will finish up with discussing a higher level recommendation that he thinks would be very important for the city to consider moving forward with respect to financial forecasting.

Auditor Tawas begins with the financial results – in graph format. The graph format includes a trend analysis that shows a comparison to previous years. Tawas discusses in detail beginning with the General Fund Revenue Trend, General Fund Expenditures and Fund Balance.

He concludes with page 48 and 49 on the financial statement, explaining the non-major funds (major roads, cemetery, building fund, etc.)

Auditor Syzmanski continues with explaining the three sections of the letter addressed to the Mayor and the members of Council. The first two sections are required by the auditing standards and the third one are recommendations and legislative items that Plante Moran thought would be of significance to the City. Section one is for significant deficiencies that they are required to bring to our attention, section two reports deficiencies or deviations from our audit plan that we disclosed to you at the beginning of the audit, and finally in section three which includes several recommendations, it's up to you to decide if the benefits outweigh the cost.

Councilmembers go on to ask questions and discuss with Plante Moran representatives clarifications and concerns.

#### 1a. Completion Agreement – South Lyon Square

City Manager Ladner explains the completion agreement for South Lyon Square. Owner Brian Najor, is present to answer any questions or concerns that Council may have. She goes on to explain that the tenant, Salvation Army, would like to begin occupying the space including receiving fixtures, donations, stocking the store and preparing for a store opening in mid-November. Ladner again apologizes to the Council for the lateness of receiving this addition to the Agenda.

Councilmember Ryzyi states that he is frustrated with receiving this so late. Councilmember Kurtzweil agrees with Ryzyi, and adds that she is not opposed to this, however, she would like time to look over this paperwork.

Building Owner Najor addresses Council and asks if they are in agreement with the concept. Council and Najor go on to discuss improvements and time lines. Council requests that this is tabled until the next meeting so that they can have time to review the handout.

Councilmember Ryzyi states his frustration with administrative staff and not getting this done in time to which Najor does not agree with him and advises that he was pleased with the work done by the City Manager and City Attorney.

Discussion continues between Council, the City Manager, Building Owners and Site Manager.

#### CM 10-10-2016 MOTION TO POST-PONE THE APPROVAL OF THE COMPLETION AGREEMENT – SOUTH LYON SQUARE UNTIL OUR NEXT COUNCIL MEETING

Motion by Kurtzweil, supported by Wedell

Motion to post-pone the approval of the completion agreement of South Lyon Square until our next council meeting.

VOTE:

MOTION CARRIED ONE OPPOSED

10-10-2016

2. Consider Resolution authorizing electronic transaction of Public funds under Public Act 738 of 2002 and City of South Lyon ACH Policy

City Manager Ladner explains that the next three agenda items is the frame work for allowing the city to begin accepting electronic payments, credit cards, debit cards, ACH online payments, etc.

CM 10-10-2016 MOTION TO CONSIDER RESOLUTION AUTHORIZING ELECTRONIC TRANSACTION OF PUBLIC FUNDS UNDER PUBLIC ACT 738 OF 2002 AND CITY OF SOUTH LYON ACH POLICY

Motion by Kramer, supported by Kurtzweil

Motion to consider resolution authorizing electronic transaction of public funds under Public Act 738 of 2002 and City of South Lyon ACH Policy

VOTE:

MOTION CARRIED UNANIMOUSLY

3. Consider Resolution Authorizing acceptance of certain payments by financial transaction device

CM 10-10-2016 MOTION TO CONSIDER RESOLUTION AUTHORIZING ACCEPTANCE OF CERTAIN PAYMENT BY FINANCIAL TRANSACTION DEVICE AS PRESENTED

Motion by Wedell, supported by Kivell

Motion to consider resolution authorizing acceptance of certain payment by financial transaction device as presented

VOTE:

MOTION CARRIED UNANIMOUSLY

4. Consider approval of Point and Pay LLC E-Payment Services Agreement

Mr. Maloney, Sales Executive from Point and Pay, addresses the Council and advises of all the other cities that they represent. He addresses the convenience fee that is charged to the credit card user, it's consistently 3% with a \$2.00 minimum. He also goes on to discuss that they do work with BSA and the data whether it's a payment made over the computer, at the counter or over the phone will be updated automatically. That is the difference between us and all the other vendors. They also offer the option to do an E-Check which is \$3.00 up to \$10,000.00. Discussion continues between Maloney and Council. City Manager adds that they are also looking in to allowing a credit card swiper at SLPD.

CM 10-10-2016 MOTION TO WAIVE THE COMPETITIVE BID REQUIREMENTS BECAUSE NO ADVANTAGE TO THE CITY WOULD RESULT BECAUSE POINT AND

PAY LLC IS THE ONLY VENDOR OF THESE SERVICES THAT INTEGRATES TO THE CITY'S BSA SOFTWARE SYSTEM

Motion by Kivell, supported by Kramer

Motion to waive the competitive bid requirements because no advantage to the city would result because Point and Pay LLC is the only vendor of these services that integrates to the city's BSA Software System.

VOTE: MOTION CARRIED UNANIMOUSLY

5. Consider approval of road closures for Downtown Trick or Treat

CM 10-10-2016 MOTION TO APPROVE ROAD CLOSURES FOR DOWNTOWN TRICK OR TREAT

Motion by Kramer, supported by Ryzyi

Motion to approve road closures for Downtown Trick or Treat

VOTE: MOTION CARRIED UNANIMOUSLY

Discussion – Downtown

Economic Development/Downtown Development Authority Director Bob Donohue discusses handout given to Council. Councilmember Kurtzweil comments on special assessment district and that it would be nice that our county commissioner sits down with the road commission and put a plug in for the City of South Lyon. Kurtzweil also wanted to add that Rizzo's has been bought out by GFL, which is a Canadian Company and when their contract is up, she would like to look for an American based company. Councilmember Ryzyi discusses road commission and spot resurfacing and the condition of Hagadorn. City Head Martin advises why Hagadorn is the way it is. Ryzyi adds that he would like to see a guide added to the downtown area and Donohue agrees.

Councilmember Ryzyi thanks Donohue for organizing the presentation this evening to Brown's.

Donohue goes on to discuss the downtown area and how he would like to focus on retail for that area. He feels we are in a position to help relocate some of the non-retail businesses to make room downtown.

Mayor Galeas brings up the traffic study and where it's at and also asks Ladner about where we stand with the Master Plan. To which Ladner adds that it should be coming before Council in

early November. Galeas adds that he likes the positive buzz in the air and feels it has a lot to do with Donohue and his involvement with Downtown.

### Manager's Report

City Manager Ladner discusses that it is that time again to start working on the 2017 CDBG application. Council has asked that she looked in to other alternatives to spend the CDBG funds. Ladner questions if they would prefer any other options beside the Senior Center or Haven. Detailed discussion between Council and Ladner continues about our CDBG Fund and the importance of Haven.

Ladner reminds council about the invitation to Lanni Young's retirement party.

Also a reminder for the Parks and Rec Commission and the Cable Commission meeting, along with the DDA and Planning Commission this week. Don't forget about the Farmer's Market before it closes for the season. Also, any businesses that would like to participate in the Downtown Trick or Treating needs to get a hold of Bob Donohue. And a thank you to Lowe's for helping out and stepping up with the work in the Historic Village.

### Council Comments

Councilmember Dedakis wants to thank Brown's again for the charm that they brought to our City.

Councilmember Rzyzi would like to give credit again to Lowe's, and on Saturday – December 10<sup>th</sup>, 7:00 p.m. Fundraiser for Operation Injured Soldier at the VFW Hall. He is also excited about seeing the new Mediterranean Grill that will be opening. He adds that it was nice to be at the Football Game between South Lyon and South Lyon East. And finally, the slide at McHattie Park, Thank you.

Mayor Galeas again is proud of the difference in the tone for the Downtown area.

Councilmember Kramer adds that he and Councilmember Kivell were able to meet with their counter parts in the Township and were able to participate in the Fire Department Discussion it was a very productive meeting. He looks forward to meetings in the future.

Councilmember Kurtzweil would like to thank Kathy for her work done on Pumpkinfest and it was a great opportunity to get back to the art of conversation. Kurtzweil discusses the future developments that are in the future and her concerns.

CM 10-10-2016 MOTION FOR MEETING TO ADJORN

Motion by Kivell, supported by Kramer  
Motion to adjourn meeting at 10:40 p.m.

ADJOURNMENT

Mayor Galeas adjourned the meeting at 10:40 p.m.

Respectfully submitted,

\_\_\_\_\_  
John Galeas, Mayor

\_\_\_\_\_  
Judy Pieper, Deputy Clerk

**CITY OF SOUTH LYON**  
**Application for Appointment**

**Date:** 10/10/16

**Name:** Michael P. Joseph

**Address:** 1120 Appaloosa Ct.

**City, State, Zip Code:** South Lyon ,MI 48178

**Home/Cell Phone:** C:248-982-2315

**E mail address:** mike@demariabuild.com

**Occupation:** Vice President, Estimating

**Employer:** DeMaria Building Company Inc.

**Education & Related Experience:** 23 years working in the construction and development  
Industry.

B.S. Construction Management EMU 93'

M.S. Construction Management EMU 96"

**Are you a citizen of the United States?** Yes ☒ No ☐

**Are you in default to the City?** Yes ☐ No ☒

**Is any member of your family an elected official of the City?** Yes ☐ No ☒

**If so, who?** \_\_\_\_\_

**Please select which position(s) you are interested in**

Board/Commission	
Planning Commission	<input checked="" type="checkbox"/>
Parks & Recreation Commission	<input type="checkbox"/>
Board of Review	<input type="checkbox"/>
Housing Commission	<input type="checkbox"/>
Zoning Board of Appeals	<input type="checkbox"/>
Historical Commission	<input type="checkbox"/>
Building Authority	<input type="checkbox"/>
Construction Board of Appeals	<input type="checkbox"/>
Cultural Arts Commission	<input type="checkbox"/>

Other



**Special qualifications:** Experience on the South Lyon ZBA.

**Describe why you are interested in this position:** I see the great potential our city has  
and want help ensure that the future development of the city is done in a proper  
and responsible way that most benefits the citizens of South Lyon.

**How long have you lived in South Lyon?** 9 years

**Previous place of Residence?** Whitmore Lake, MI

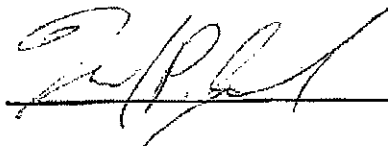
**References:**

1. Philip Weipert

2. Frank Fogarty

3. Susan Stowe

**Applicant's Signature:**



**Date:** 10/10/16

*Please print this application and submit to:*

City of South Lyon  
Attn: Clerk's Office  
335 S. Warren Street  
South Lyon, MI 48178  
Tel. (248) 437-1735

You may also copy & paste application into an email message and send to: [ideaton@southlyonmi.org](mailto:ideaton@southlyonmi.org)

**For Office Use Only**

**Comments:** \_\_\_\_\_

**Appointed to:** \_\_\_\_\_

**Date:** \_\_\_\_\_



# AGENDA NOTE

New Business: Item #

**MEETING DATE:** October 24, 2016

**PERSON PLACING ITEM ON AGENDA:** Lynne Ladner City Manager

**AGENDA TOPIC:** Consider resolution to adopt 2016-2017 updated fee schedule

**EXPLANATION OF TOPIC:** After careful and considerable review by the City Manager and previously presented to the council for input related to the various fees charged by the city departments for services, permits and other items before the Council is a fully updated and reformatted fee schedule for adoption.

**MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:** City fee scheduled adopted 1/25/10 and revised 7/1/15, proposed fee schedule 2016-2017

**POSSIBLE COURSES OF ACTION:** Approve/deny resolution to adopt 2016-2017 updated fee schedule

**RECOMMENDATION:** Approve resolution to adopt 2016-2017 updated fee schedule

**SUGGESTED MOTION:** Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to approve resolution to adopt 2016-2017 updated fee schedule

**RESOLUTION NO. \_\_\_\_-2016**

**CITY OF SOUTH LYON  
OAKLAND COUNTY, MICHIGAN**

**RESOLUTION ADOPTING UPDATED FEE SCHEDULE FOR  
2016-2017**

WHEREAS, the City provides certain services for which the City desires to charge a fee in order to recoup its costs; and

WHEREAS, the Council has the authority to approve and establish, by resolution, a fee schedule for fees required to be paid for City services, bonds, insurances, and any licenses to engage in the operation, conduct or carrying on of any trade, profession, business or privilege for which a license is required pursuant to the City Code and/or other City ordinance; and

WHEREAS, the Council now desires to approve and establish the fee schedule attached hereto and incorporated herein as **Attachment A**.

NOW, THEREFORE, BE IT RESOLVED, the Council hereby approves the fee schedule attached hereto and incorporated herein as **Attachment A**.

NOW, THEREFORE, BE IT RESOLVED, the Council hereby authorizes and directs the City Clerk to post and display in the office of the City Clerk the fee schedule as attached hereto and made a part hereof as **Attachment A**

At a regular meeting of the City of South Lyon City Council, a motion was made by Council Member \_\_\_\_\_, supported by Council Member \_\_\_\_\_, to adopt the above resolution.

Ayes:  
Nays:  
Absent:

RESOLUTION DECLARED [ADOPTED/FAILED] on this \_\_\_\_ day of \_\_\_\_\_, 2016.

**CERTIFICATION**

I certify that this resolution was duly adopted by the City Council of the City of South Lyon on \_\_\_\_\_, \_\_\_\_, 2016.

Lisa Deaton  
City Clerk  
South Lyon

# CITY OF SOUTH LYON FEE SCHEDULE

Adopted by the City Council 1/25/10

Last Revised 7-1-2015

## CITY CLERK/TREASURER'S OFFICE

Notary Service	Resident	No Charge
	Non-Resident	\$5.00
Parcel Combination Application fee		\$50.00
Parcel Split/Combination Application fee	First	\$100.00
	Each additional	\$50.00
Snow removal from paved sidewalks or ice melting per Chapter 82 of the City Code		\$87 per hour
Weed mowing		Actual cost for City Personnel or contractor for cutting + \$25

## Permits

Peddler & Solicitor	1 week- \$25+\$10 per person
	8 days to 6 months-\$50+\$10 per person
	Annual-\$100+\$10 per person
	* Police Dept. Application fee in addition to above
Fire Sale Permit	\$50.00
Going out of Business Sale	\$50.00
Garage Sale Permit	\$5.00
Christmas Tree Sales	1 week- \$25+\$10 per person
	8 days to 6 months-\$50+\$10 per person
	Annual-\$100+\$10 per person
McHattie Park Use Permit (Refundable deposit after inspection of the park)	25-50 People-\$25
	50-100 People-\$50
	101 or more people-\$100
Fireworks Permit	\$25 for each location
Buying/Receiving Gold, Silver, gems	\$50 Application Fee
Amusement Devices	\$100 Investigation Fee
	\$25 Annual Fee

## Cemetery

Sale of Graves	Resident	\$400.00
	Non-Resident	\$800.00
	Infant graves (Sec. 8) Resident	\$200.00
	Infant graves (Sec. 8) Non-Resident	\$350.00
Open/Close Fees	Adult Resident	\$500.00

# CITY OF SOUTH LYON FEE SCHEDULE

	Adult Non-Resident	\$800.00
	Child Resident	\$350.00
	Child Non-Resident	\$450.00
	Infant Resident	\$250.00
	Infant Non-Resident	\$350.00
Saturday Open/Close Fees		
	Adult Resident	\$600.00
	Adult Non-Resident	\$900.00
	Child Resident	\$450.00
	Child Non-Resident	\$550.00
	Infant Resident	\$350.00
	Infant Non-Resident	\$450.00
Cremation Open/Close Fees		
	Resident	\$150.00
	Non-Resident	\$250.00
Monument Foundations		
	24"x14"	\$80.00
	26"x16"	\$85.00
	30"x18"	\$100.00
	32"x20"	\$100.00
	40"x20"	\$110.00
	42"x18"	\$120.00
	44"x20"	\$120.00
	50"x20"	\$125.00
	54"x20"	\$135.00
	54"x22"	\$140.00
	60"x23"	\$150.00
	60"x24"	\$165.00
	68"x24"	\$165.00
Monument Foundations Continued		
Carnival or Circus		
	Amusement Park/Circus (10 concessions or less)	\$200.00
	Amusement Park/Circus (10-19 concessions)	\$300.00
	Amusement Park/Circus (20 or more concessions)	\$400.00
	Carnival (10 concessions or less)	\$100.00
	Carnival (10-19 concessions)	\$150.00
	Carnival (20 or more concessions)	\$200.00

# CITY OF SOUTH LYON FEE SCHEDULE

## WATER/SEWER RATES

(Unit factors are based on factors as assigned by the Oakland County Drain Commissioner)	Water per 1,000 gallons	\$2.32(effective 6/1/15)
	Sewer per 1,000 gallons of water used	\$3.83 (effective 6/1/10)
	Water Tap-in per unit factor	\$2,800.00
	Sewer Tap-in per unit factor	\$4,200.00
	Water & Sewer Inspection	\$30.00
Inspection of Sanitary Sewer/Storm Drains on private property	1'-50'	
	6" Diameter	\$12+\$6 each additional 50"
	8" Diameter	\$14+\$7 each additional 50"
	12" Diameter	\$18+\$9 each additional 50"
	18" Diameter	\$30+\$15 each additional 50"
	Over 18" Diameter	\$40+\$20 each additional 50"
		\$5.00
Manhole/Catch Basins Fire Sprinkler System	3/4" Water Distribution Pipe	\$5
	1" Water Distribution Pipe	\$10
	1 1/4" Water Distribution Pipe	\$15
	1 1/2" Water Distribution Pipe	\$20
	2 " Water Distribution Pipe	\$25
	Over 2" Water Distribution Pipe	\$3
	Minimum Size 1"	\$10
Water Service (Main to Structure)		\$10
Septic Tank Disconnect		\$20
Water Shut-off/Turn-on (per trip)		\$40
Purchase of water for commercial purposes (pool filling, hydro-mulch, etc.) (Must be obtained at Wastewater Treatment Plant only)		\$10 per 1,000 gallons

## SOLID WASTE/RECYCLING FEES

Solid Waste/Recycling/Compost	Single Family	\$32.25 per quarter
	Hampoton Square Condominiums	\$28.18 per quarter
	Colonial Acres	\$28.18 per quarter
Solid Waste/Recycling/Compost Continued	Quail Run	\$28.18 per quarter
	Evergreen Condominiums	\$28.18 per quarter
	Lafayette Woods Condominiums	\$28.18 per quarter
	Hickory Pointe Condominiums	\$28.18 per quarter

# CITY OF SOUTH LYON FEE SCHEDULE

Village at Eagle Heights	\$28.18 per quarter
Lexington Condominiums	\$28.18 per quarter

## PLANNING & ZONING FEES

Zoning Board of Appeals	\$200 (all appeals)
Rezoning Requests	
Single Family	\$500 +\$5 per acre or fraction
Multiple Family	\$500 +\$15 per acre or fraction
Commercial, Office or Industrial	\$500 +\$20 per acre or fraction
Special Use Approval	\$500+\$15 per acre

### Site Plan Review-Commercial/Office Industrial

Preliminary Review	
Less than 1 acre	\$500+15%
1 acre but less than 5 acres	\$500+\$30 per acre +15%
More than 5 acres	\$500+\$45 per acre +15%
Final Review	
Less than 1 acre	\$550+15%
More than 1 acre	\$575+\$15 per acre +15%
Re-submittal	1/2 original fee

### Preliminary Review - Traffic

Less than 30 acres	\$400+15%
30-125 acres	\$700+15%
More than 125 acres	\$1,100+15%

### Final Review - Traffic

Less than 30 acres	\$600+15%
30-125 acres	\$1,10+15%
More than 125 acres	\$2,000+15%
Revisions	All requests 30% of original fee

### Site Plan Review-Multiple & Cluster

Multiple-Planning	
Preliminary	\$200+\$4 per dwelling+15%
Final Review	1/2 original fee
Revisions	1/2 original fee
Cluster-Planning	
Preliminary	\$250+\$4 per dwelling+15%
Final Review	1/2 original fee

# CITY OF SOUTH LYON FEE SCHEDULE

	Revisions	1/2 original fee
Multiple/Cluster-Engineering		
	Preliminary	\$300+\$15 per acre or fraction+15%
	Revisions	1/2 original fee
	Final Review	\$450 or 1.3% construction cost +15%
	Revisions	\$250+15%
Multiple/Cluster-Traffic Review		
Preliminary		
	Less than 400 dwelling units	\$450+15%
	401-1000 Dwelling units	\$850+15%
	More than 1000 dwelling units	\$1,250+15%
Traffic Study Review		
	Less than 400 dwelling units	\$550+15%
	401-1000 Dwelling units	\$900+15%
	More than 1000 dwelling units	\$1,800+15%
	Revisions	1/2 original fee
	Final Review	30% of original fee
Site Plan Review - Planned Development		
Planning		
	Plan Review	\$10 Per dwelling unit or acre-\$1000 max+15%
Engineering		
	Plan Review	\$500+\$5 per acre over 100 acres+15%
Traffic Preliminary		
	Less than 30 acres	\$450+15%
	30-125 acres	\$850+15%
	More than 125 acres	\$1,200+15%
Traffic Study Review		
	Less than 30 acres	\$650+15%
	30-125 acres	\$1,200+15%
	More than 125 acres	\$2,200+15%
	Revisions	1/2 of original fee+15%
	Final Review	30% of original fee+15%
Site Plan Review - Conventional Subdivision		

## CITY OF SOUTH LYON FEE SCHEDULE

Planning	Preliminary Final Review Revisions	\$250+\$4 per dwelling+15% 1/2 original fee+15% 1/2 original fee+15%
Engineering	Preliminary Revisions Final Review Revisions after Final Review	\$300+\$5/acre over 5 acres+15% \$125+15% \$450 or 1.3% construction cost+15% \$250
Traffic - Preliminary	Less than 400 dwelling units 400-1000 dwelling units More than 1000 dwelling units	\$450+15% \$850+15% \$1,250+15%
Traffic Study Review	Less than 400 dwelling units 400-1000 dwelling units More than 1000 dwelling units Revisions	\$650+15% \$1,250+15% \$1,850+15% 1/2 of original fee +15%

### Woodlands & Wetlands Review

Wetlands	Site Plan Revisions Subdivision Lot	\$500+\$50 per acre over 2 acres+15% 25% of original fee+15% \$200+15%
Woodlands	3 trees or less to be removed Site Plan	\$200+15% \$900+\$70 per acre or fraction+8% of replacement plantings

### Site Plan Review Deposit

\* Deposit: Covers services of the City's Consultants (Engineers and Planners) for site plan review, as well as legal fees incurred related to the

\$3,000



# CITY OF SOUTH LYON FEE SCHEDULE

project. Additional costs beyond the deposit shall be required upon the depletion of the initial required deposit. The applicant shall receive a refund of any portion of the deposit that is not allocated.

\*\* The above fees represent the amount to be paid by the owner/applicant at the time the application is submitted. The fees are intended to cover the costs incurred by the City for personnel, publishing and printing. If a deposit is required, it is intended to cover all the consultant fees (including engineering, planning and legal fees). If the deposit collected is not depleted by the consultant fees the balance will be returned to the owner/applicant.

\*\* If the developer decides to withdraw his/her project, only the balance of the review fee for which services have not been rendered will be refunded, less 15% administrative charges.

## Inspection:

This is a cash amount to be deposited before construction to cover the costs of the City inspection. The deposit is based on the construction cost of all water mains, sanitary sewers, storm sewers, and paving and sidewalks that require engineering inspection. The construction cost will be defined as either the signed contract for the work or a sealed engineer's itemized estimate for the work approved by the City Engineer. All inspection deposits must be submitted to the City at least forty eight (48) hours prior to the start of construction.

Construction Cost	Deposit (Percent of Construction Cost)
0 to \$25,000	10%
\$25,001 to \$100,000	\$2,500 + 7% of amount over \$25,000
\$100,001 to \$250,000	\$7,000 + 5% of amount over \$100,000
Over \$250,000	\$14,500 + 4% of amount over \$250,000

At the conclusion of the work, if the total costs of the City inspections are less than the amount deposited, the City shall refund the remainder of the deposit. If the amount of the deposit is exhausted before work is concluded, the City shall stop work until additional monies are deposited to the City to cover the cost of the remaining City inspections.

## BUILDING PERMITS

Cost of Construction:

\$1-\$1,000	\$60
\$1,001-\$2,000	\$75
\$2,001-\$3,000	\$90
\$3,001-\$4,000	\$105
\$4,001-\$5,000	\$120
\$5,001-\$6,000	\$135
\$6,001-\$7,000	\$150
\$7,001-\$8,000	\$165

## CITY OF SOUTH LYON FEE SCHEDULE

	\$8,001-\$9,000	\$180
	\$9,001-\$10,000	\$195
	\$10,001-\$100,000	\$195+\$5 per \$1,000 over \$10,001
	\$100,001-\$500,000	\$645+\$5 per \$1,000 over \$100,001
	\$500,000 Plus	\$2645+\$5 per \$1,000 over \$500,000
Plan Review Fee		15% of Permit Fee
Additional/Re-inspection		\$35
Special or overtime inspection		\$45 per hour or fraction - minimum \$90
New Business Inspection		\$45
Starting work without permit		double fee
Zoning permit for structures not requiring a permit		\$50
Signs		
	Temporary (30 days)	\$20
	Permanent Sign	Same as Building Permit Fees
	Sandwich Board Sign	\$50 per calendar year
Demolition		\$50 + \$.05 per square foot
* Demolition permits may be issued only after applicant certifies that all utilities have been notified and disconnected		
Permit Cancellation		35% of Permit fee
Permit reactivation for abandoned permits		35% of original fee
Contractor License Registration		\$15
Cash Bond for new construction		\$500
Inspection Fee for New Business		\$50

\* A plan review fee for any construction project over \$100,00 estimated cost of construction will be charged .15% of the permit fee

\*\* The current ICC Building Valuation Data Report will be used to compute building permit fees if required

## PLUMBING PERMITS

Application Fee	\$30
Mobile Home Park Site	\$5 each
Fittings, floor drains, special drains, water connected appliances	\$5 each
Stacks (soil, waste, vent & Conductor	\$3 each

# CITY OF SOUTH LYON FEE SCHEDULE

Sewage ejectors, sumps	\$5 each
Sub-soil drains	\$5 each
Water Service:	
	less than 2" \$5
	2" to 6" \$25
	over 6" \$50
Connection bldg. Drain - bldg. sewers	\$5
Sewers (Sanitary, storm or combined):	
	Less than 6" \$5
	6" & over \$25
Manholes, Catch Basins	\$5 each
Watering Distributing Pipe (system)	
	3/4" Water Distribution Pipe \$5
	1" Water Distribution Pipe \$10
	1 1/4" Water Distribution Pipe \$15
	1 1/2" Water Distribution Pipe \$20
	2 " Water Distribution Pipe \$25
	Over 2" Water Distribution Pipe \$3
Reduced Pressure Zone Back-flow Preventer	\$5 each
Special/Safety Inspection	\$45
Additional/Re-Inspection	\$35
Permit Cancellation	35% of Permit fee
Contractor License Registration	\$15

## MECHANICAL PERMITS

Application Fee	\$30
Residential Heating System (New Building)	\$50
Gas/Oil Burning Equipment	\$30
New and/or Conversion Units	
Residential Boiler	\$30
Water Heater	\$5
Flue/Vent Damper	\$5
Solid Fuel Equipment (includes chimney)	\$30
Gas burning fireplace (includes chimney)	
Chimney, Factory Built installed separately	\$25

## CITY OF SOUTH LYON FEE SCHEDULE

[illegible]

## ELECTRICAL PERMITS

Application Fee	\$30
Service:	

# CITY OF SOUTH LYON FEE SCHEDULE

2 thru 200 Amp.	\$20
Over 200 Amp. Thru 600 Amp.	\$25
Over 600 Amp. Thru 800 Amp	\$30
Over 800 Amp. Thru 1200 Amp.	\$35
Over 1200 Amp. GFI only	\$40

Circuits	\$5
Light Fixtures - per 25	\$6
Dishwasher	\$5
Furnace - Unit Heater	\$5
Electrical Heating Units (baseboard)	\$4
Power Outlets 240 v. (ranges, dryers, etc.)	\$7

Signs:

Unit	\$10
Letter	\$15
Neon - each 25 feet	\$20

Feeders - Bus Ducts, etc. - per 50 feet	\$6
Mobile Home Park Site	\$6
Recreational Vehicle Park Site	\$4
Units up to 20 K.V.A. & H.P.	\$6
Units 21 to 50 K.V.A. & H.P.	\$10
Units 51 K.V.A. & H.P. and over	\$12
Fire Alarms - up to 10 devices	\$50
Fire Alarms 11 to 20 devices	\$100
Fire Alarms - over 20 devices	5 each
Energy Retrofit - Temp. Control	\$45
Conduit only or grounding only	\$45
Special/Safety Insp.	\$45
Additional/Re-Inspection	\$35
Smoke Detector (each)	\$5
Low Voltage	\$5
Permit Cancellation	35% of Permit fee
Contractor License Registration	\$15

## FILM PERMIT FEES

Permit Application fee (non-refundable)

# CITY OF SOUTH LYON FEE SCHEDULE

Motion Picture, Television or Video on Public Property		\$750.00
Still Photography on Public Property		\$175.00
Additional fee for expedited processing if less than normal processing time is required (at the discretion of the City Manager and hir/her designee)		\$150.00
Daily Public Property Use Fee (from prep to clean-up)	Motion Picture, Television or video - per day Public Property Location Holding - per day	\$1,000-\$2,000* \$75.00
Extended Hours of Permitted Film Activity (Public or Private Property)	Any film permitted activity beyond 7 a.m. to 7 p.m. Monday through Saturday or driving scenes on major minor or neighborhood roads requiring special barricades, noticing and/or public safety personnel	Hourly rates for staff time to be calculated and charged separately
* Staff Costs While actual costs vary by event, film event billings by the City shall be itemized:	Municipal Service Employee Time Police Employee Time Fire Department Time Facility Fee Equipment Charges Purchased Materials Rented Materials Missing/Damaged Equipment or Supplies	See attached sheets \$54.49 per officer - 3 hour minimum  See above See attached sheets Cost Cost Cost
Security Deposit	A cash deposit, performance bond or other security will be required in an amount equal to the amount estimated by the City to be billed for the City.	
DPW EXPENSES		
Equipment		
Sweeper	\$90.97	
J.D. Backhoe	\$133.74	
J.D. 5410 Tractor	\$73.28	
J.D. 4 x 4 Tractor	\$62.02	

# CITY OF SOUTH LYON FEE SCHEDULE

Komatsu \$85.51  
 Tool Cat \$35.38  
 Zero Turn 997 \$44.88  
 Wheel Loader \$42.89  
 Vactor \$146.65\*  
 Mini Excavator \$55.21  
 Chipper 9" Min. \$55.15

Note: a 2 hour minimum is required for all equipment and vehicles

\* Minimum 2 employees to operate

Vehicles		Winter Rate	Summer Rate
T-1	Ford F250 4 x 4 - 2009	\$26.69	\$10.92
T-2	Ford 350 4 x 4 Supercab	\$31.09	\$12.97
T-3	Ford 350 4 x 4 Dump	\$32.17	\$13.04
T-4	Dodge Ram 3500 4 x 4	\$27.02	\$10.92
T-5	Ford F-350 4 x 4 - 2008	\$27.02	\$10.92
T-6	Ford F-350 Dump	\$24.51	\$8.98
T-7	Sterling Dump 2003	\$51.88	\$18.27
T-8	Sterling Dump 2005	\$35.16	\$25.50
T-9	Sterling Dump Large	\$35.16	\$25.50
T-10	International 1994	\$35.16	\$25.50
T-11	Dodge Ram 3500 - Service	\$35.16	\$25.50
T-12	Volvo Tandem 2000	\$35.16	\$25.50

## EMPLOYEES

Employee Rate per Hour	\$42.25
Employee Over Time per Hour	\$63.38
Employee On-Call per Hour	\$127.75

## State Barricade Pricing - 586-756-8282

Signs	\$3.00 per day per Sign
Barrels w/ Lights	\$ 1.00 per day per Barrel
Barricade II	\$1.00 per day per Barricade
Barricade III	\$4.00 per day per Barricade

## POLICE DEPARTMENT

Police Reports & all department copies

\$4.00 first page \$1.00 per page after first

# CITY OF SOUTH LYON FEE SCHEDULE

Copies of Ordinances or Laws	\$4.00
Video Clips	\$75.00
911 Wav file	\$75.00
Handicapped Parking Violations	\$100.00 if paid within 7 days \$125.00 after 7 days
Other parking violations	\$10 if paid within 7 days \$20 after 7 days
Emergency Cost Recovery	Actual cost
FOIA Requests	Actual cost of lowest paid employee capable plus materials
Liquor License Investigation	\$500.00
Liquor License Add or change existing license	\$100.00
Registration of Precious Metals Dealer	\$50.00
Gem/Gold/Jewelry Dealer Application	\$50.00
Solicitor/Peddler License Application	\$10.00
PBT	Resident \$2.00 Non-Resident \$7.00
Fingerprints	Resident Fees set by State of Michigan or free Non-Resident \$25.00 plus any State or Federal fees
Local Records Check - w/Letter	Resident \$1.00 Non-Resident \$5.00
Bicycle License	\$1.00
Parking Lot Permit	\$25.00
<b>FIRE DEPARTMENT</b>	
National Fire Incident Report System	\$10 per incident number (includes postage if necessary)
Environmental Assessment (NFIRS Reports & Fire Marshal Division Reports)	\$20 per address (includes postage if necessary)
Miscellaneous copies	\$ .25 per page



City of South Lyon, MI  
Schedule of Fees  
Adopted  
Fiscal Year 2016-2017

City Clerk/Treasurer's Office Fees Including FOIA	2-3
Cemetery Fees	4-5
Water and Wastewater Utility Fees	5-6
Solid Waste/Recycling Fees	6
Planning and Zoning Fees	7-8
Building Department Fees Including Plumbing, Mechanical And Electrical	8-13
Department of Public Works Fees - Rental and Cost Recovery	14
Police Department Fees	15
Fire Department Fees	16

# City Clerk/City Treasurer Department

Non-Sufficient Funds/Returned Check	\$25.00
Notary Service	
City Resident	No Charge
Non-Resident	\$5.00
Snow Removal from paved Sidewalks or ice Melting per Chp. 82 of the City Code	\$87.00 per Hour
Weed and Grass mowing	Actual cost for Contractor for cutting + \$25 administrative fee
Peddler and Solicitor Permit	
1 week permit	\$25 + \$10 background check fee per person
8 days to 6 months	\$50 + \$10 background check fee per person
Annual	\$100 + \$10 background check fee per person
Garage Sale Permit	\$5.00
McHattie Park Gazebo or Volunteer Park Picnic Shelter Use Deposit—Refundable after inspection of the park	
25-50 people	\$25
50-100 people	\$50
101 or more people	\$100
Sale of Fireworks Permit	\$25 for each location

Buying/Receiving Gold, Silver, gems	\$50 application fee
Parcel Combination Application Fee	\$50
Parcel Split/Combination Application fee	
First	\$100
Each Additional	\$50.00
Carnival or Circus	
Amusement Park/Circus	
10 Concessions or less	\$200
10-19 Concessions	\$300
20 or more Concessions	\$400
Carnival	
10 Concessions or less	\$100
10-19 Concessions	\$150
20 or more Concessions	\$200

#### Freedom of Information Act Requests

# Cemetery

## Sale of Graves

Resident	\$550
Non-Resident	\$1,000
Infant (under 1 year of age)	
Resident	\$200
Non-Resident	\$350

## Grave Open/Close Fees

### Weekdays before 2 pm

Adult Resident	\$500
Adult Non-Resident	\$800
Child Resident	\$350
Child Non-Resident	\$450
Infant Resident	\$250
Infant Non-Resident	\$350

### Saturday or Weekday after 2pm

Adult Resident	\$600
Adult Non-Resident	\$900
Child Resident	\$450
Child Non-Resident	\$550
Infant Resident	\$350
Infant Non-Resident	\$450

## Monument Foundations

### Precast Concrete Sizes Offered

20 x 60	\$130
20 x 54	\$110
20 x 36	\$85
20 x 42	\$100
20 x 48	\$110
Vet Base—4 Hole	\$60
All Government Markers	\$100

All other sizes will be quoted individually	\$100
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## Water and Waste Water Department

Water per 1,000 gallons	\$2.46 (effective 6/1/16)
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Sewer per 1,000 gallons of water used

Effective Date of Adoption	\$4.05
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July 1, 2017	\$4.28
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July 1, 2018	\$4.52
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Water Tap-In per unit Factor	\$2,800
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Sewer Tap-in per unit factor	\$4,200
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Water & Sewer Inspection	\$30.00
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Unit Factors based on factors as assigned by the Oakland County Drain Commissioner.

Inspection of Sanitary Sewer/Storm Drains on Private Property

1-50 feet

6" Diameter	\$12 + \$6 each additional 50 feet
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8" Diameter	\$14 + \$7 each additional 50 feet
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12" Diameter	\$18 + \$9 each additional 50 feet
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18" Diameter	\$30 + \$15 each additional 50 feet
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Over 18" Diameter	\$40 + \$20 each additional 50 feet
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Manhole/Catch Basins	\$5.00
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Fire Sprinkler System

3/4" Water Distribution Pipe	\$5.00
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1" Water Distribution Pipe	\$10.00
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1 1/4" Water Distribution Pipe	\$15.00
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1 1/2" Water Distribution Pipe	\$20.00
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2" Water Distribution Pipe	\$25.00
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Over 2" Water Distribution Pipe	\$30.00
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Water Service (Main to Structure) Min 1"	\$10
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Septic Tank Disconnect	\$20
Water Shut-off/Turn-on (Per Trip)	
Regular Business Hours	\$40
After regular Business Hours	\$10 per 1,000 gallons
Purchase of Water for Commercial purpose (pool filling, hydro-mulch etc.)	

## **Solid Waste/Recycling Fees**

Solid Waste/Recycling/Compost	
Single Family	\$34.38
Hampton Square Condominiums	\$30.03
Colonial Acres	\$30.03
Quail Run	\$30.03
Evergreen Condominiums	\$30.03
Lafayette Woods Condominiums	\$30.03
Hickory Pointe Condominiums	\$30.03
Village at Eagle Heights	\$30.03
Lexington Condominiums	\$30.03

# Planning & Zoning/ Building Department Fees

Many Planning and Zoning Applications are subject to review by expert consultants. Applicants are responsible for any additional fees invoiced to the City by its Consultants in conjunction with applicant meetings, review and application. The City of South Lyon may require a deposit prior to reviewing applications. The amount is to be determined by the City Manager per the City Code Chapter 2 Sections 301-302. If you would like to have an estimate of your application review cost please submit a copy of the Request for Estimated Fees form.

Zoning Verification Letter	100
Zoning Board of Appeals Application	\$450
Rezoning Application	
Single Family	\$500 + 5 per acre or fraction
Multiple Family	\$500 + \$15 per acre or fraction
Commercial, Office or Industrial	\$500 + \$20 per acre or fraction
Special Use/Conditional Use Application	\$500 + \$15 per acre
Site Plan Reviews:	
Single Family	\$450 plus \$4 per lot or condo unit
Multiple Family or Mobile Home Park	\$500 plus \$5 per unit
Commercial or office development	\$700 plus \$50 per acre
Industrial/institutional development	\$500 plus \$25 per acre
Planned Unit Development or Mixed Use Development	\$600 per review plus \$5 per unit/ residential lot or \$50 per acre for non-residential + \$75 admin fee
Special land uses	\$300 in addition to applicable site plan review fee above , plus\$550 for review of any traffic impact study



Site plan Revisions Review (for each submission of a revised site plan or final site plan resubmitted within 90 days of receipt of review) 1/2 of original review fee

Sign permits \$150.00

#### Subdivision (plat) Review

Tentative Plat \$350 plus \$4 per lot

Final Preliminary Plat \$250 plus \$4 per lot

Final Plat Review \$200 plus \$2 per lot

Land Division/Lot Split Review \$325 plus \$30 per resulting lot

#### Variances

Dimensional \$300

Use variance (if allowed) \$400

Zoning Verification Letter \$100

Zoning Board of Appeals Application \$450

#### Rezoning Application

Single Family \$500 + 5 per acre or fraction

Multiple Family \$500 + \$15 per acre or fraction

Commercial, Office or Industrial \$500 + \$20 per acre or fraction

Special Use/Conditional Use Application \$500 + \$15 per acre

#### All Construction Plan Review Fee Schedule Unless Otherwise Listed

Size	One Trade	Two Trades	Three Trades	Four Trades
Up to 60,000 Cu. Ft.	\$325	\$407	\$488	\$650
60,001 to 80,000 Cu. Ft.	\$400	\$500	\$600	\$800
80,001 to 100,000 Cu. Ft.	\$510	\$637.50	\$765	\$1,020
100,001 to 150,000 Cu. Ft.	\$585	\$731.25	\$877.50	\$1,170
150,001—200,000 Cu. Ft.	\$665	\$831.25	\$997.50	\$1,330
200,000 + Cu. Ft.	\$784 + \$8 per 10,000 Cu. Ft.	One Trade x 1.25	One Trade x 1.5	One Trade x 2.0

Construction Building Plan Review	
One and Two Single Family Dwellings	
Up to 3,000 sq. ft. ( incl. basement)	\$450
Over 3,000 sq. ft. (incl. basement)	\$.15 per additional sq. ft.
Hood & Duct Plan Review	\$300
Spray Booth Plan Review	\$250
Miscellaneous Plan Review	\$125 (per hour/one hour min.)
In-Ground Pool Plan Review	\$450
Above-Ground Pool Plan Review	\$100 (per pool)
Residential Decks	\$54
Construction Observation Cost	
\$0—\$25,000	10%
\$25,001—\$100,000	\$2,500 + 7% of amount of \$25,000
\$100,001—\$250,000	\$7,000 + 5% of amount over \$100,000
Over \$250,000	\$14,500 + 4% of amount over \$250,000
Building Permits	
One inspection included with cost of permit	
ICC chart will be used to determine cost of construction	
\$0—\$1,000	\$75
Each additional \$1,000 or fraction over \$1,000	\$15 per \$1,000 or fraction thereof
Certificate of Occupancy Fee	5% of the building permit fee
Additional/Reinspection Fee	\$35
Special/Overtime Inspection	\$45 per hour or fraction min. \$90
New Business Inspection	\$50
Starting work without a permit	Double permit fee

Zoning permit for structures not requiring a permit	\$50
Signs	
Temporary (maximum 30 days)	\$20
Permanent	Same as building permit fees
Demolition	\$50 + \$.05 per sq. ft.
Demolition permits may be issued only after applicant certifies that all utilities have been notified and disconnected	
Permit Cancellation	35% of permit fee
Permit reactivation for abandoned permits—only after review to ensure nothing in submitted plans have changed	35% of permit fee
Contractor License Registration	\$20
Cash bond for new construction	\$500

## Plumbing Permits

Application Fee—including one inspection	\$30
Mobile Home Park Site	\$5 each
Fixtures, floor drains, special drains, water connected appliances	\$5 each
Stacks (soil, waste, vent & conductor)	\$3 each
Sewage ejectors, sumps	\$5 each
Sub-soil drains	\$5 each
Water Service	
less than 2"	\$5
2" to 6"	\$25
over 6"	\$50
Connection building Drain—building Sewers	\$5

Sewers (Sanitary, storm or combined)	
Less than 6"	\$5
6" or over	\$25
Manholes, Catch Basins	\$5
Watering Distributing Pipe system	
3/4" Pipe	\$5
1" Pipe	\$10
1 1/4" Pipe	\$15
1 1/2" Pipe	420
2" Pipe	\$25
Over 2" Pipe	\$30
Reduced Pressure Zone back flow preventer	\$5
Special/safety Inspection	\$45
Additonal/Re-Inspection	\$35
Permit Cancelation	35% of permit fee
Final Inspection fee	\$55
Contractor License Registration	\$15

## **Mechanical Permits**

Application Fee	\$30
Residential Heating System (New Building)	\$50
Gas/Oil Burning Equipment	\$30
New and/or Conversion Units Residential Boiler	\$30
Water Heater	\$5
Flue/Vent Damper	\$5
Solid Fuel Equipment (includes chimney)	\$30
Gas Burning Fireplace (includes chimney)	\$30
Chimney, Factory buildt installed separately	\$25
Solar (set of 3 panels—including piping)	\$20

Gas Piping—each opening—new installation	\$5
Air conditioning (includes split systems	\$30
Heat Pumps; Complete Residential	\$30
Bath & Kitchen exhaust	\$5
Tanks	
Above Ground	\$20
LP Tank Connection	
Underground	\$25
LP tank connection	
Humidifiers	\$10
Piping	\$.05/ft. minimum \$25
Duct	\$.05/ft. minimum \$25
Heat Pumps, Commercial (pipe not included)	\$20
Air Handlers/Heat wheels	
under 10,000 CFM	\$20
over 10,000 CFM	\$60
Commercial Hoods	\$15
Heat Recover Units	\$10
VAV boxes	\$10
Unit Ventilators	\$10
Unit Heaters (Terminal Units)	\$15
Fire Suppression	\$.75 per head—min \$20
Evaporator Coils	\$30
Refrigeration (split system)	\$30
Chiller	\$30
Cooling Towers	\$30
Compressor	\$30
Special/Safety Inspection	\$35
Additional/Re-inspection	\$45

Permit Cancellation	35% of permit fee
Final Inspection Fee	\$55
Contractor License Registration	\$15

## Electrical Permits

Application Fee	\$30
Service	
2 thru 200 amp	\$20
over 200 amp thru 600 amp	\$25
over 600 amp thru 800 amp	\$30
over 800 amp thru 1200 amp	\$35
over 1200 amp GFI only	\$40
Circuits	\$5
Light Fixtures—per 25	\$6
Dishwasher	\$5
Furnace—unit heater	\$5
Electrical Heating Units (baseboard)	\$4
Power Outlets 240 V (ranges, dryers, etc.)	\$7
Feeders—Bus ducts etc—per 50 feet	\$6
Mobile Home Park Site	\$6
Recreations Vehicle Park Site	\$4
Units up to 20 KVA & HP	\$6
Units 21 to 50 KVA & HP	\$10
Units 51 KVA & HP and over	\$12
Fire Alarms—up to 10 devices	\$50
Fire Alarms 11-20 devices	\$100
Fire Alarms over 20 devices	\$5 each
Energy Retrofit—Temp Control	\$45
Conduit only or grounding only	\$45

Signs	
Unit	\$10
Letter	\$15
Neon—each 25 feet	\$20
Special/Safety Inspection	\$45
Additional/Re-inspection	\$35
Smoke Detector (each)	\$5
Low Voltage	\$5
Permit Cancelation	35% of permit fee
Final Inspection Fee	\$55
Contractor License Registration	\$15

## **Department of Public Works, Water and Waste Water**

The City of South Lyon utilizes the annual published MDOT rates for equipment cost recovery and rental. Manpower rates are based upon current collective bargaining agreements in force at time services are rendered.

Right of Way Construction Permit	
Residential Driveways	\$35
Commercial driveways	\$100
Any aerial cable/wire installation or maintenance including street light maintenance	\$100
Bore, jack and tunnel (auxiliary underground maintenance or installation	\$150
Pavement cutting for any purpose	\$250
Annual blanket utility right-of-way	\$2,500

work permit

Annual permit payable once a year and the fee may replace or be used for an unlimited number of permit fees in a given year for ROW construction permits. An annual permittee must submit monthly application to City detailing all planned work prior to commencing

# Police Department

Handicapped Parking Violations	\$100
Paid within 7 days	\$125
after 7 days	
Other Parking Violations	\$10
Paid within 7 days	\$20
after 7 days	
	Actual Cost
Emergency Cost Recovery	
FOIA	See City policy on Website
Liquor License Investigation	\$500
Liquor License Add or Change existing license	\$100
	\$50
Registration of Precious Metals Dealer	\$50
Gem/Gold/Jewelry Dealer Application	\$10
Solicitor/Peddler License Application	
PBT	\$2
Resident	\$7
Non-Resident	
Fingerprints	
Resident	Fees set by State of Michigan or Free \$25 plus any State or Federal Fees
Non-Resident	
Local Records Check—with Letter	
Resident	\$1
Non-Resident	\$5
Parking Lot Permit	\$25



# Fire Department

These items may not be subject to FOIA as they must be requested from a third party.

National Fire Incident Reporting System	\$10 per incident number
Environmental Assessment (NFIRS Reports & Fire Marshall Division Reports	\$20 per address
Miscellaneous Copies	May be subject to City FOIA policy.

The City of South Lyon  
Oakland County, Michigan

NOTICE OF PUBLIC HEARING PROPOSED DRAFT PARKS AND RECREATION MASTER PLAN

Notice is hereby given that the City of South Lyon Parks and Recreation Commission will hold a public hearing on November 21, 2016, 7:30 p.m. in the City of South Lyon City Hall (335 S. Warren Street) for the purpose of receiving comments on a proposed new Draft Parks and Recreation Master Plan. Copies of the document are available on the City's website at [www.southlyonmi.org/](http://www.southlyonmi.org/). A copy is also on file at the City Hall, and may be viewed by appointment through the City Clerk's Office. Written comments on the proposed Draft Master Plan may be mailed to the City of South Lyon Parks and Recreation Commission, 335 S. Warren Street, South Lyon, Michigan, 48178. Verbal comments will also be received at the public hearing. Per the Americans with Disabilities Act, individuals who require special accommodations should contact the City Clerk at (248) 437-1735 at least two (2) days prior to the hearing.

Lisa Deaton, Clerk

# Medical Marihuana Facilities Licensing Act

## Introduction

On September 21, Governor Snyder signed a package of bills (2016 PA 281-283) that significantly expand the types of medical marihuana facilities permitted under state law, and establishes a licensing scheme similar to the scheme for liquor licenses. Notably, these bills do not require a state license to operate as a primary caregiver under the Michigan Medical Marihuana Act, nor do they allow municipalities to prohibit operation as a primary caregiver. The existing regulatory scheme regarding primary caregivers remains in effect.

## Requirements under the new Act

Among other things, the legislation:

1. Legalizes the medical use of marihuana-infused products, commonly known as “edibles,” for purposes of state law.
2. Creates the Medical Marihuana Licensing Board within the Michigan Department of Licensing and Regulatory Affairs (LARA) to issue licenses for various medical marihuana facilities.
3. Requires an annual license for any of the following entities to operate a marihuana facility:
  - Growers—licensees that cultivate, dry, trim, or cure and package marihuana for sale to a processor or provisioning center. Registered patients and primary caregivers who lawfully cultivate marihuana in the quantities and for the purposes permitted under the Medical Marihuana Act are not considered “growers” under the new legislation.
  - Processors—licensees that purchase marijuana from a grower and extract resin from the marijuana or create a marijuana-infused product for sale and transfer in packaged form to a provisioning center.
  - Provisioning centers—licensees that purchase marihuana from a grower or processor and sell, supply, or provide marihuana to patients, directly or through the patient’s caregiver.
  - Secure transporters—licensees that store marihuana and transport it between marihuana facilities for a fee.
  - Safety compliance facilities—licensees that receive marihuana from a marihuana facility or primary caregiver and test it for contaminants and other substances.
4. **Allows municipalities to choose whether to allow any of these marijuana facilities within their jurisdictions.** If the municipality takes no action, none of the facilities are allowed. A municipality that wishes to allow these facilities must enact an ordinance explicitly authorizing them.
5. Authorizes municipalities to charge an annual fee of up to \$5,000 on licensed marihuana facilities to defray administrative and enforcement costs.
6. Authorizes municipalities to adopt ordinances relating to marihuana facilities within their jurisdiction, including zoning ordinances.
7. Prohibits municipalities from imposing regulations regarding the purity or pricing of marihuana or interfering or conflicting with statutory regulations for licensing marihuana facilities.
8. Requires municipalities to provide to the Medical Marihuana Licensing Board within 90 days after notice that a license application was filed: (a) a copy of any ordinance authorizing the marihuana facility, (b) a copy of any zoning regulation applicable to the facility, and (c) a description of any previous medical-marihuana related ordinance violation.
9. Exempts from FOIA disclosure any information a municipality obtains in connection with a license application.
10. Requires the state to establish a “seed to sale” computer tracking system to compile data regarding marihuana plants throughout the chain of custody from grower to patient. The system will be able to provide this data in real-time to local law enforcement agencies.

This publication was written by the law firm of Dickinson Wright.





# SOUTH LYON POLICE DEPARTMENT

219 Whipple  
South Lyon, Michigan 48178  
Ph: (248)437-1773 / Fax: (248)437-0459  
Lloyd T. Collins  
Chief of Police

Rec. 10/18/16 *etc*

## BLOCK PARTY APPLICATION

Date Application Submitted: 10-18-16

Requested Block-off Date: 10-22-16

Applicant / Contact's Name: Amy Battle PH #: 248-231-1453

Applicant Address: 1116 Gentry Dr.

Block-off Time: 6:00 pm

Block-off removal Time: 11:00 pm

Street Names to be blocked off: Gentry Drive between Coach House  
and Drury Lane.

1) Print ALL LAST NAMES and ADDRESSES participating in the Block Party. (ALL residents within the blocked-off area must agree to the block-off)

Battle 1116 Gentry Dr.  
Kopko 1110 Gentry Dr.  
Soroka 1122 Gentry Dr.  
~~Addison~~ (mistake - not affected)  
Funk 1359 Coach House Lane  
McArdle 1370 Drury Lane

2) ATTACH sheet of paper with SIGNATURES and ADDRESSES of all residents agreeing to the Block Party.

Amy Battle  
Applicant's SIGNATURE

APPROVED [ ☒ ]

DENIED [ ☐ ]

Chief Lloyd T. Collins 10/19/16  
Lloyd T. Collins, Chief of Police

Battle 1116 Gentry Dr. Amy Battle  
Kopko 1110 Gentry DR Elizabeth Kopko  
Suroka 1122 Gentry DR ~~John Suroka~~  
~~Addison~~ ~~Shelly~~  
Funk 1359 COACH HOUSE LANE  
McArdle 1370 Drury Lane Teresa McArdle

**HOLD HARMLESS**

To the fullest extent permitted by law the Carriage Trace Condominium Association  
~~Haunted Forest~~ agrees to  
defend, pay on behalf of, indemnify, and hold harmless the City of South Lyon, its  
elected and appointed officials, employees and volunteers, and others working on  
behalf of the City of South Lyon against any and all claims, demands, suits, or loss,  
including all costs connected therewith, and for any damages which may be asserted,  
claimed, or recovered against or from the City of South Lyon by reason of personal  
injury, including bodily injury or death and/or property damage, including loss of use  
thereof, which arises out of, or is in any way connected or associated with this event.

AB  
10-19-16

Amy Battell  
Signature

10-18-16  
Date



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
10/18/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Michigan Community Insurance Agency Inc. 49357 Pontiac Trail Ste 101 PO Box 930599 Wixom MI 48393-0599	<b>CONTACT NAME:</b> Brian St. Charles <b>PHONE (A/C, No. Ext):</b> (248)926-1444 <b>E-MAIL ADDRESS:</b> bwstcharles@MichiganCommunity.com <b>FAX (A/C, No):</b> (248)926-5959																					
<b>INSURED</b> Carriage Trace Condominium Association c/o Bill Johnston PO Box 598 South Lyon MI 48178-0598	<table border="1"><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A:</td><td>Cincinnati Insurance Group</td><td></td></tr><tr><td>INSURER B:</td><td></td><td></td></tr><tr><td>INSURER C:</td><td></td><td></td></tr><tr><td>INSURER D:</td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Cincinnati Insurance Group		INSURER B:			INSURER C:			INSURER D:			INSURER E:			INSURER F:		
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INSURER B:																						
INSURER C:																						
INSURER D:																						
INSURER E:																						
INSURER F:																						

**COVERAGES****CERTIFICATE NUMBER:**15-16 Master**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY					EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	<input checked="" type="checkbox"/>	EPP0115144	12/1/2015	12/1/2016	MED EXP (Any one person) \$ 10,000
						PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:					GENERAL AGGREGATE \$ 2,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC					PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident) \$
	ANY AUTO					BODILY INJURY (Per person) \$
	ALL OWNED AUTOS					BODILY INJURY (Per accident) \$
	HIRED AUTOS					PROPERTY DAMAGE (Per accident) \$
	SCHEDULED AUTOS					
	NON-OWNED AUTOS					
A	<input checked="" type="checkbox"/> UMBRELLA LIAB					EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> EXCESS LIAB					AGGREGATE \$ 1,000,000
	<input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0		EPP0115144	12/1/2015	12/1/2016	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					WC STATUTORY LIMITS   OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y/N				E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$
A	Property in the Open		EPP0115144	12/1/2015	12/1/2016	\$50,000 limit Ded: \$1,000
	Employee Dishonesty		EPP0115144	12/1/2015	12/1/2016	\$25,000 Limit \$500

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

City of South Lyon 335 S. Warren St South Lyon, MI 48178	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE  Timothy McDonnell