

**ANN ARBOR CHARTER TOWNSHIP  
BOARD OF TRUSTEES MEETING  
MINUTES OF MEETING – MONDAY, August 18, 2025  
TOWNSHIP OFFICES  
3792 PONTIAC TRAIL, ANN ARBOR MI  
7:30 PM**

**I. CALL TO ORDER, ESTABLISH QUORUM**

Supervisor O’Connell called the Ann Arbor Charter Township Board of Trustees meeting to order at 7:31 PM on August 18, 2025.

Present: Supervisor Diane O’Connell  
Treasurer Carlene Colvin-Garcia  
Trustee John Allison  
Trustee Della DiPietro  
Trustee Eric Kaldjian  
Trustee Peter Kotila

Absent: Clerk Rena Basch

Also Present: Attorney Sarah Gabis, Bodman PLC  
Adam Haubenstricker, Utilities Tech  
Mark Nicholai, Fire Chief  
Crystal Lyte, District 2 Commissioner

**Commissioner Lyte Remarks:**

District 2 County Commissioner Crystal Lyte addressed the Board, introducing herself to constituents and board members. She explained that District 2 encompasses Ann Arbor Township (not the city) and expressed gratitude for the opportunity to meet with the township. Commissioner Lyte noted the benefit of now having four-year terms instead of two, allowing more time to work without constant campaigning.

She acknowledged that District 2 is often unnoticed because it is rural and "out here," unlike more urban areas, but emphasized that the district has ongoing issues, supportive services, and needs that must be met. She committed to advocating to ensure District 2 receives all services it is entitled to.

Commissioner Lyte provided updates on county activities and Board of Commissioners initiatives, noting that 2025 has had a great start locally, though she mentioned that legislative changes in Washington D.C. may significantly affect states and counties. She thanked the township for bringing the mobile support services unit and expressed hope that this would not be her last meeting with the township, planning to continue outreach even in winter.

Commissioner Lyte provided her contact information: email at [lytec@washtenaw.org](mailto:lytec@washtenaw.org) and phone/text at 734-780-6679, noting she responds at any time. She encouraged residents and board members to contact her, emphasizing that working together can lead to innovative solutions for any issues.

## II. APPROVAL OF BOARD OF TRUSTEES MINUTES

### A. Regular Meeting July 21, 2025

**MOTION** by Allison supported by Colvin-Garcia to amend and approve the minutes of the July 21, 2025, regular meeting:

- Page 2, Section III (Citizen Participation), Paragraphs 3 and 4 – Correct to “After Mr. Souza's comments, the board amongst itself discussed possible next steps. Trustee DiPietro suggested a meeting with the utilities director, attorney, and supervisor to work out the issues, including needed input from EGLE and clarification of escrow amounts.”
- Page 5, Section VI (Reports, Discussions), B. Clerk’s Report, first bullet: Training Activities – Correct to “...with Kristine Bolhuis, scheduling time...”
- Page 5, Section VI (Reports, Discussions), D. Planning Commission Report, first bullet – Correct to “Stein Road - Commission recommended approval of the A-1 Zoning request.”
- Page 5, Section VI (Reports, Discussions), D. Planning Commission Report, third bullet – Correct to “DTE Route Change – Toyota withdrew proposed route along old Earhart Road due to concerns about devastating impacts on the Ayrshire neighborhood and Fleming Creek tributary”

Motion passed unanimously by voice vote.

### B. Special Meeting July 21, 2025

**MOTION** by Allison, supported by Colvin-Garcia, to amend and approve the minutes of the July 21, 2025, special meeting with the following corrections:

- Page 2, Citizen Group Participation – correct spelling from “Tom Moyer” to “Tom Moir”
- Page 3, Board Member Summary Statements, Trustee John Allison, strike third bullet and replace with “He expressed concern about misinformation going around that MMM is in violation of the township Conditional Use Permit and wanted to clarify that, to the best of his knowledge, MMM is currently not in violation of the Township Conditional Use Permit or court order. An exception to that was the truck queuing incident that the board just learned about this evening which is a serious concern.”
- Page 3, Board Member Summary Statements, Trustee John Allison, third bullet – Correct to “Detailed litigation history: in 2023 we discovered unauthorized dewatering which was an egregious violation of our CUP, 14 violations identified, and a preliminary injunction obtained.”
- Page 3, Board Member Summary Statements, Trustee John Allison, fourth bullet – strike the word “significant”
- Page 3, Board Member Summary Statements, Trustee John Allison, sixth bullet – strike and replace with “Explained Mines have special protections in Michigan Law and in addition MMM has certain constitutionally protected vested interests in their lawful business, both of which constrain township actions.”

- Page 3, Board Member Summary Statements, Trustee John Allison, seventh bullet – strike and replace with “Settlement approach board is pursuing is because the board believes it is the best way of protecting residents while establishing an enforceable agreement”
- Page 3, Board Member Summary Statements, Trustee John Allison, last bullet – Add “Prior to arriving at any decision about a possible settlement, Board is” before the word “committed”
- Page 3, Board Member Summary Statements, Trustee Kaldjian, last bullet – strike and replace with “Acknowledged the value of the community to assist in running of the township.”
- Page 3, Meeting scheduling note – Correct to “Meeting scheduled today at 4:00 PM to facilitate all board members to be present so the meeting can be held on a timely basis.”
- Page 4, Section IV, Public Comment – Correct spelling from “Marc Maurawski” to “Marc Murawski”
- Page 4, Section IV, Public Comment – Correct spelling from “Senator Sue Schenck” to “Senator Sue Shink”

**Motion passed unanimously by voice vote.**

**C. Special Meeting August 6, 2025**

**MOTION by Allison supported by Colvin-Garcia to approve the open session minutes of the August 6, 2025, special meeting.**

**Motion passed unanimously by voice vote.**

**MOTION by Kotila supported by DiPietro to amend and approve the closed session minutes of the August 6, 2025, special meeting.**

**Motion passed unanimously by voice vote.**

**III. CITIZEN PARTICIPATION**

Michael White, Ypsilanti Township, elected delegate for Precinct 6, introduced himself as a candidate for state senate for the 15th district. He discussed income inequality issues in the region and his campaign website [electmichaelwhite.com](http://electmichaelwhite.com).

Amy Olszewski, 2816 Warren Road, reported that she had not received a response from the code enforcement officer regarding a violation reported on July 22nd and requested a violation number. She also brought up concerns about water level rising from mine and water quality issues. She discussed the ongoing water quality problems affecting residents, noting that well levels fluctuate abnormally and that she lost well in June 2023, a month before Robin Kunkel's well was affected.

Gail Nicklowitz, 4460 Earhart Road, addressed ongoing air quality concerns related to the mining operations. She and her husband Mike have lived at their property since 2004 and share a quarter mile of property line with the gravel pits. She emphasized that air quality issues have been raised for three years without resolution. She noted the presence of significant dust, expressing concern that silicon dust can cause irreversible lung damage once it reaches a certain point. She emphasized the need for real information from independent sources rather than information provided by those involved in the operations. She stated that no effort has been made to mitigate air quality impacts, noting the proximity of a school and questioning how much longer residents should be exposed before action is taken to address these health concerns.

Tom Moir, representing Spiritus Sanctus Academy, 4101 E. Joy Road, expressed concerns about truck traffic, excessive noise, and recent infrastructure problems including floor tiles coming up in the middle school with wet concrete underneath. The school is exploring legal options, and Trustee DiPietro asked if the school would share any expert reports with the township. He noted that his well level is currently two feet higher than it ever was before, suggesting that simply measuring water level increases may not indicate aquifer recovery, emphasizing the need for expert hydrological analysis.

Michael Nicklowitz, 4460 Earhart Road, reported that their water quality has deteriorated again. He expressed frustration with repeatedly having to change their whole house water filter and finding black material in it, along with water that has developed an odor. He stated they plan to have the water tested and will share results with the township. He noted they will likely need to shock their well system again, emphasizing his frustration with the ongoing water quality problems.

Michael Watts, 4700 Grandeur Oaks, voiced concerns regarding ongoing and worsening water quality issues. He explained that the mine is actively altering bottomlands and throwing overburden into the aquifer, introducing oxidized soil into drinking water that makes its way into residents' wells. He described specific addresses experiencing problems: 3323 Joy Road with black particulate (pyrite from iron interacting in the aquifer), and 4275 Grandeur Oaks Lane experiencing persistent muck, sulfur gas, turbidity, cloudiness, rusty groundwater at taps, and yellowness. He emphasized that conditions are getting worse, not better, despite claims of aquifer recovery. He also provided information about the mine ownership structure, clarifying that Mid-Michigan Materials is a trade name and the actual owners are Ajax Paving and Dan's Excavating, not a local family business as previously represented. He stated they cannot be in compliance because Condition 20 requires federal and state permits which they do not have.

Dennis Hagerty, 5657 Pontiac Trail, Ann Arbor Township (Northfield Township mailing), spoke regarding concerns about mining operations' proximity to Ann Arbor and Northfield Township. He referenced Michael Watts' comments and expressed concerns about potential contaminated water seepage affecting nearby properties including his rental property at Joy Road and Pontiac Trail. He noted that when mining operations began, approximately 28 families were affected by wells running dry, which he considers unacceptable. He expressed concerns about dewatering effects on aquifers and property values and requested strict monitoring if EGLE approves any requested permits.

**IV. APPROVE THE AGENDA AND CONSENT AGENDA**

Treasurer Colvin-Garcia requested removal of the claims listing (Item A) from the consent agenda to make a correction.

**MOTION by DiPietro supported by Allison to approve the Agenda and Consent Agenda with the exception of removing Item A (Claims Listing).**

**Motion passed unanimously by voice vote.**

**Consent Agenda (as approved):**

- B.** Appoint Sandy Lada to serve on the Farmland and Open Space Preservation Board for a term ending July 1, 2026
- C.** Appoint Kim Bayer to serve on the Farm Policy and Communication Committee
- D.** Reappoint Daniel Rivkin to serve on the Planning Commission for a term ending July 1, 2028.
- E.** Reappoint Rick Bunch to serve of the Planning Commission for a term ending July 1, 2028.
- F.** Approve Polling Place Agreement fee for use of Solid Rock Church facility.

**Claims Listing (removed from consent agenda for correction):**

Treasurer Colvin-Garcia noted a significant correction needed on page 6 regarding inspector costs. The original listing showed James Ratliff receiving \$8,600 for inspections and his colleague Rick receiving \$1,500 for 39 inspections. Treasurer Colvin-Garcia clarified that James performed 39 inspections totaling approximately \$8,600, and Rick performed a different number of inspections for approximately \$1,500.

**MOTION by Colvin-Garcia supported by Allison to approve the claims listing for 7-16-25 to 8-13-25 for \$754,128.53 with the correction noted above.**

**Motion passed unanimously by voice vote.**

**V. ANNEXATIONS, ORDINANCES, ZONING, RESOLUTIONS**

**A. 2026 Ann Arbor Township Earhart Road Maintenance Agreement**

**MOTION by Allison, supported by Della, to approve the 2026 Ann Arbor Township Earhart Road Maintenance Agreement**

**Motion passed unanimously by voice vote.**

**B. Consider Approval of Ordinance to Amend Chapter 30, Fire Department, Section 66, "Charges Imposed," First Reading**

Supervisor O'Connell explained that the Public Safety Committee met and discussed changes to the charges imposed by the Fire Department. The committee removed the medical first response charges because the fire department does not recover medical costs from individuals. They also removed Item 2 regarding fire department response to fires, which was previously listed at \$7. The committee recommended approval of the revised ordinance.

Attorney Gabis clarified language in Section 1, Number 3, changing "occupants" to "residents" for clarity.

**MOTION by Kotila, supported by Della, to approve the Ordinance to Amend Chapter 30, Fire Department, Section 66, "Charges Imposed," First Reading**

**Motion passed unanimously by voice vote.**

**C. Building Department Fee Schedule Review Process**

Supervisor O'Connell presented the comprehensive building department fee schedule review process. She explained that the township has been working on updating fee schedules for private apartments, electrical, trades, permits, and other building department functions. The current fee schedule on the website needed significant updates.

She recommended a systematic monthly review process where portions of the fee schedule would be reviewed each month, with the goal of having everything ready for final approval by November or December 2025. She noted this has been an ongoing project for approximately 10 months, involving multiple meetings with department heads.

Trustee Kotila noted this project had first come up in 2022 during a process audit review. Supervisor O'Connell acknowledged it had been challenging to move the project forward as it's not seen as a "fun project" but credited all department heads for their participation and staff member Yomar for putting together the comprehensive spreadsheet.

She suggested that the fire department portion of the fee schedule, which had already been reviewed by the Public Safety Committee, might be ready for approval at the next meeting. The Public Safety Committee had recommended board approval of the fire department schedule.

This was presented as an information item with no action required at this meeting.

**D. Schedule a Public Hearing for the Fleming Creek Subdivisions (Phase 1 and Phase) Street Light Assessment for the September 15, 2025 Board of Trustees meeting.**

**MOTION by Allison supported by DiPietro to schedule a public hearing for the Fleming Creek Subdivisions (Phase 1 and Phase 2) Street Light Assessment for the September 15, 2025 Board of Trustees meeting.**

**Motion passed unanimously by voice vote.**

## VI. REPORTS, DISCUSSIONS

### A. Supervisor's Report – O'Connell

Supervisor O'Connell reported attending Senator Slotkin's listening session in Ypsilanti with approximately 10 attendees. Senator Slotkin discussed various topics including community engagement and policy issues. The discussion focused on what issues keep people up at night, and Senator Slotkin highlighted several concerns including potential dramatic changes to health benefits and SNAP benefits. She noted that the state of Michigan receives approximately 48% of its revenue from the federal government, and there is uncertainty about whether that complete amount will continue, potentially requiring very hard decisions.

She also presented the updated 2025 Zoning Map with an official date of August 18, 2025, noting they are waiting on the Stein Road rezoning completion and checking on a recent annexation that may need to be included to avoid the map being outdated upon adoption. Large copies should be available from the vendor any day now.

Supervisor O'Connell recommended the appointment of Kristine Bolhuis to serve as Township Clerk until the interim election. She noted that Kristine has been trained by former Clerk Basch and successfully managed the previous election when called upon, demonstrating competence and grace under pressure.

#### **MOTION by DiPietro supported by Kotila to appoint Kristine Bolhuis to serve as Township Clerk until the interim election in 2026.**

Discussion included clarification that this is a three-quarter time position and that the interim election will likely be held in August and November 2026 for a partial term until the full board election.

#### **Motion passed unanimously by voice vote.**

### B. Clerk's Report – Bolhuis

Kristine Bolhuis noted she did not put together a formal clerk's report because she wasn't officially the clerk yet. However, she shared her background and commitment to the position. She explained that she became involved with the township because of the pandemic in 2020 during the election year when she realized she was the kind of person who likes to help out her community. She contacted former Clerk Rena Basch and began helping with the 2020 pandemic elections, though she never saw anyone's faces for months because everyone was always masked.

She expressed that she derives satisfaction from helping be a part of the community and helping it function while serving residents, noting it feels like a good fit for her.

### C. Treasurer's Report – Colvin-Garcia

Treasurer Colvin-Garcia reported that they are still in tax season with many tax bill payments coming in, which is how things should be working. She noted that the township newsletter should be in residents' mailboxes that day or the following day, including invitations for the September 18th community engagement event plus other important information.

She reported that she has been working to establish a strong relationship with the clerk's department regarding township finances, with the clerk handling accounts payable and the treasurer handling accounts receivable. She has been engaging Kristine Bolhuis in various activities to ensure transparency, accountability, and proper structures and routines, including establishing weekly schedules for various tasks and check signing.

Now that Kristine has officially been appointed to the clerk's position, they will be transitioning all signatures for banking accounts and brokerage accounts so Kristine can be added to those accounts. This transition process would begin the following day, including adding her to the credit card account.

#### **D. Planning Commission Report – Allison**

No Report

#### **E. Committee Reports**

##### **1. Farmland Open Space and Preservation Board Report – Kotila**

Trustee Kotila reported that the board reviewed the chart and made some adjustments. The committee does have to rely on the assessor for property assessments, and they have a list of properties that they are able to assess. They are reviewing to see if there are any properties they may have missed.

##### **2. Utility Committee**

No Report

##### **3. Climate Resilience Committee**

Supervisor O'Connell reported that climate resilience activities continue to focus on community engagement.

##### **4. Zoning Board of Appeals**

Meeting scheduled for August 19, 2025.

##### **5. Public Safety Committee**

The committee met on August 6th and will meet again. There is a group of supervisors meeting to figure out how the sheriff's department works out their bills, how the township receives bills, and how they pay for their deputies. A county administrator and sheriff have been invited to one of the meetings to help interpret the information provided to the township.

##### **6. Farm Policy and Communication**

Trustee Kaldjian reported that the meeting was a presentation by Brian Coffey, who is based at MSU and is a specialist on the Right to Farm Act and all things agriculture when it comes to state regulations. Mr. Coffey gave a presentation on the Right to Farm Act, including explanations of what GAMPs (Generally Accepted Agricultural Management Practices) were in generally accepted agricultural practices, social and community relationships, how the Right to Farm Act works, production according to the GAMPs, and various details about what commercialization means and doesn't mean.

After going through a lengthy presentation with some discussion, there was discussion on township matters of township interest. They talked about farm stands but ran out of time and agreed to come back again or continue via Zoom for continued discussion. The next meeting is tentatively scheduled for September. Trustee Kaldjian noted he took extensive notes and is working on the minutes.

## 7. Roads Committee

No Report

## F. Utilities Department Report

Adam Haubenstricker reported that Utilities Director Judkins was out of town. He provided the following updates:

- **330 Riverview:** Completed work on some issues at this location. Went out there multiple times and got trash cleaned up from Tillion because they were baling that area. They didn't want to drive through the field and mess up the farmer's baling.
- **Soil Erosion Inspections:** Multiple soil erosion inspections conducted. The department conducts weekly inspections at all stations to ensure everything is working properly. While they have alarms on the stations, they want to put eyes on everything weekly.
- **MMM Traffic Monitoring:** Director Judkins went out last month at the request of the board to monitor MMM traffic and sent reports to the board members.
- **AT&T Line Removal:** During routine inspections and popping manholes, they discovered two AT&T lines going through a manhole that weren't supposed to be there. After pushing AT&T for a few years to take action, AT&T finally came out and removed the lines. This was a significant accomplishment. The lines were located in front of what used to be Hazen, across from KLA.

Trustee Kaldjian asked about information on the NSK solar plan review, but Haubenstricker stated that he was not present for that discussion.

## G. Public Safety Report

### 1) Washtenaw County Sheriff's Department

Report included in the meeting packet.

### 2) Fire Department – Chief Mark Nicholai

Chief Nicholai provided a written report that was included in the meeting packet.

**MOTION by Allison, supported by Colvin-Garcia, to approve payment of \$8,241.11 for repair of Fire Engine 2.**

Chief Nicholai confirmed that the repair has already been completed. The engine was out of service, so the board was authorizing payment for completed work.

**Motion passed unanimously by voice vote.**

**H. Building Department Report**

Report included in the meeting packet.

**VII. INFORMATION ONLY ITEMS**

**A. 2025 Zoning Map**

The 2025 Zoning Map was presented earlier in the Supervisor's Report as an information item for board review.

**VIII. NON-AGENDA ITEMS**

None

**IX. PUBLIC COMMENT**

None

**X. ADJOURNMENT**

**MOTION by Allison, supported by Kotila, to adjourn the meeting.**

**Motion passed unanimously by voice vote.**

The meeting was adjourned at 9:43 PM.

**ANN ARBOR CHARTER TOWNSHIP  
BOARD OF TRUSTEES SPECIAL MEETING MINUTES  
AUGUST 18, 2025  
TOWNSHIP OFFICES, 3792 PONTIAC TRAIL, ANN ARBOR MI**

**I. CALL TO ORDER, ESTABLISH QUORUM**

Supervisor O’Connell called the Ann Arbor Charter Township Board of Trustees meeting to order at 4:00 pm on August 18, 2025.

Present: Supervisor Diane O’Connell  
Treasurer Carlene Colvin-Garcia  
Trustee John Allison  
Trustee Della DiPietro  
Trustee Eric Kaldjian  
Trustee Peter Kotila

Absent: n/a

Also Present: Township Attorneys Nathan Dupes and Sarah Gabis  
Deputy Clerk Kristine Bolhuis

**CITIZEN PARTICIPATION**

- Robin Kunkel, 2797 Trailwood Lane, spoke about the Board’s responsibility regarding safety and clean water for residents
- Amy Olszewski, 2816 Warren Road, invited the Board to visit residents, presented 2025 documents regarding and resident water problems.
- Tom Moir, 4101 E. Joy Rd, representing Spiritus Sanctus Academy, addressed truck traffic, air quality, excessive noise, and recent moisture issues impacting the school.
- Michael Watts, 113 ½ West Liberty Ann Arbor, spoke about data that the residents sent to EGLE regarding water issues.

**II. CLOSED SESSION**

**MOTION by Carlene Colvin-Garcia, supported by Della DiPietro, to enter into closed session pursuant to Section 8(1)(c) of the Open Meetings Act to consult with Township attorneys regarding trial or settlement strategy in connection with the litigation in the Washtenaw County Circuit Court, Ann Arbor Charter Township vs. WSG Properties LLC, AMC-WSG LLC, AMC-Mid Michigan Materials LLC, Case No. 23-001234-CE.**

**Roll call vote:  
Allison – yes**

**Colvin-Garcia – yes  
DiPietro – yes  
Kaldjian – yes  
Kotila – yes  
O’Connell - yes**

**Motion passed. Board adjourned to Closed Session at 4:17 pm.**

**III. OPEN SESSION**

At 6:42 pm, the Board returned to Open Session.

**Peter Kotila moved and Eric Kaldjian seconded to adjourn the Closed Session and re-enter Open Session. Motion passed.**

**Della DiPietro moved to direct the attorneys to proceed as discussed in Closed Session. Carlene Colvin Garcia seconded the motion. Motion passed.**

**IV. NON-AGENDA ITEMS - None**

**V. PUBLIC COMMENT – None**

**VI. ADJOURNMENT**

**MOTION by Della DiPietro, supported by Carlene Colvin-Garcia to adjourn the meeting. Motion passed.**

**The meeting was adjourned at 6:45 pm.**

**ANN ARBOR CHARTER TOWNSHIP  
BOARD OF TRUSTEES SPECIAL MEETING MINUTES  
September 9, 2025  
TOWNSHIP OFFICES, 3792 PONTIAC TRAIL, ANN ARBOR MI**

**I. CALL TO ORDER, ESTABLISH QUORUM**

Supervisor O’Connell called the Ann Arbor Charter Township Board of Trustees meeting to order at 3:05 pm on September 9, 2025.

Present: Supervisor Diane O’Connell  
 Clerk Kristine Bolhuis  
 Treasurer Carlene Colvin-Garcia  
 Trustee John Allison  
 Trustee Della DiPietro  
 Trustee Eric Kaldjian – arrived at 3:12 p.m.

Absent: Trustee Peter Kotila

Also Present: Township Attorneys Nathan Dupes and Sarah Gabis

**MOTION by Bolhuis to move public comment to after item I. Seconded by Della DiPietro. Motion passed.**

**PUBLIC COMMENT**

- Tom Moir from Spiritus Sanctus  
 Spoke over increase in well water levels, high ground water levels. Spoke about an accident that occurred with a truck that pulled out of the mine site near the school. Double gravel trucks are driving on Joy Road.
- Michael Watts – 113 ½ W. Liberty  
 Spoke about EGLE documents and groundwater discharge reports. Reports on increased water quality issues of residents.

**II. CLOSED SESSION**

**MOTION by Colvin Garcia, supported by Allison, to enter into closed session pursuant to Section 8(1)(c) of the Open Meetings Act to consult with Township attorneys regarding trial or settlement strategy in connection with the litigation in the Washtenaw County Circuit Court, Ann Arbor Charter Township vs. WSG Properties LLC, AMC-WSG LLC, AMC-Mid Michigan Materials LLC, Case No. 23-001234-CE.**

**Roll call vote:  
 Allison – yes  
 Bolhuis – yes**

**Colvin-Garcia – yes  
DiPietro – yes  
Kaldjian – yes  
O’Connell - yes**

**Motion passed. Board adjourned to Closed Session at 3:20 pm.**

**III. OPEN SESSION**

At 4:21 p.m., the Board returned to Open Session.

Nathan Dupes and Sarah Gabis left the meeting at 4:21

**Colvin Garcia moved to adjourn the Closed Session and re-enter Open Session. Kaldjian seconded. Motion passed.**

**Kaldjian moved to instruct the attorneys to proceed as discussed in Closed Session. Allison seconded the motion. Motion passed.**

**IV. NON-AGENDA ITEMS - None**

**V. PUBLIC COMMENT – None**

**VI. ADJOURNMENT**

**MOTION by DiPietro, supported by Colvin-Garcia to adjourn the meeting. Motion passed.**

**The meeting was adjourned at 4:23 pm.**

JOURNALIZED  
 PAID

GL Number	Grant	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND						
Dept 000 OTHER REVENUE ACCOUNT						
101-000-232.000		EMPLOYEE REIMBURSEMENT	VERIZON WIRELESS	CELLPHONES	40.01	2089701128
Total For Dept 000 OTHER REVENUE ACCOUNT					40.01	
Dept 101 BOARD OF TRUSTEES						
101-101-818.000		SERVICE CONTRACTS	MARLA KIMMEL	MINUTES	300.00	38734
101-101-909.000		ADVERTISING/PUBLISHING	DETROIT LEGAL NEWS	NEWSPAPER NOTICE	40.00	38679
Total For Dept 101 BOARD OF TRUSTEES					340.00	
Dept 257 ASSESSOR						
101-257-818.000		SERVICE CONTRACTS	WAYNE COUNTY APPRAISAL	ASSESSING SERVICES- SEPT	5,284.58	38740
Total For Dept 257 ASSESSOR					5,284.58	
Dept 261 OPERATIONS						
101-261-727.000		OFFICE SUPPLIES	STAPLES	OFFICE SUPPLIES	377.09	38688
101-261-728.000		PRINTING/BINDING	ZENARTS DESIGN STUDIO	NEWSLETTER	240.00	38742
101-261-818.000		SERVICE CONTRACTS	GRAYSON GIRARD	MOVING SERVICES	77.00	38731
101-261-851.000		TELECOMMUNICATIONS	VERIZON WIRELESS	CELLPHONES	181.48	2089701128
Total For Dept 261 OPERATIONS					875.57	
Dept 262 ELECTION						
101-262-799.004		NOV ELECTION	PRINTING SYSTEMS, INC.	NOVEMBER ELECTION SUPPLIES	892.66	38690
Total For Dept 262 ELECTION					892.66	
Dept 265 BUILDINGS AND GROUNDS						
101-265-933.000		REPAIR & MAINTENANCE	FIRST CHOICE CARPET	CLEANING CARPET	675.00	38729
Total For Dept 265 BUILDINGS AND GROUNDS					675.00	
Dept 266 LEGAL & PROFESSIONAL						
101-266-802.000		ENGINEERING FEES	Stantec Consulting	Task-200-General-Consultation-AAT-	3,634.50	38756
101-266-806.000		CONSULTANTS - OTHER	STEVEN WRIGHT	GRAVEL PIT CONSULTANT	4,200.00	38701
101-266-806.000		CONSULTANTS - OTHER	ANN BURKE	CONSULTING FOR SEMCOG PLANNING	775.00	2089701129
101-266-811.000		LEGAL FEES	Bodman PLC	General	750.00	38754
101-266-811.010		LITIGATION- MID MICHIGAN	Bodman PLC	Litigation - Mid Michigan Material	18,285.00	38754
101-266-811.018		LITIGATION- AVILA	JESSE O'JACK	PROSECUTION LEGAL FEES	330.00	38732
Total For Dept 266 LEGAL & PROFESSIONAL					27,974.50	
Dept 272 FARMLAND SUPPORT						
101-272-806.000		CONSULTANTS - OTHER	CARLISLE-WORTMAN	Trail Feasibility Study	345.00	38755
101-272-818.000		SERVICE CONTRACTS	MARLA KIMMEL	MINUTES	300.00	38734
Total For Dept 272 FARMLAND SUPPORT					645.00	
Dept 701 PLANNING COMMISSION						
101-701-801.000		PLANNER FEES	CARLISLE-WORTMAN	Plan Consultation	1,342.50	38755
101-701-811.000		LEGAL FEES	Bodman PLC	Planning Commission	450.00	38754
101-701-818.000		SERVICE CONTRACTS	MARLA KIMMEL	MINUTES	100.00	38734
Total For Dept 701 PLANNING COMMISSION					1,892.50	
Dept 702 ZONING						

JOURNALIZED  
 PAID

GL Number	Grant	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND						
Dept 702 ZONING						
101-702-806.000		CONSULTANTS - OTHER	CARLISLE-WORTMAN	Zoning Administration	877.50	38755
101-702-909.000		ADVERTISING/PUBLISHING	DETROIT LEGAL NEWS	NEWSPAPER NOTICE	45.00	38679
101-702-909.000		ADVERTISING/PUBLISHING	DETROIT LEGAL NEWS	NEWSPAPER NOTICE	50.00	38679
Total For Dept 702 ZONING					972.50	
Total For Fund 101 GENERAL FUND					39,592.32	
Fund 205 PUBLIC SAFETY FUND						
Dept 301 POLICE/SHERIFF						
205-301-815.000		WASHTENAW COUNTY SHERIFF	WASHTENAW COUNTY TREAS	POLICE SERVICES	44,666.03	38743
205-301-815.000		WASHTENAW COUNTY SHERIFF	WASHTENAW COUNTY TREAS	POLICE SERVICES	2,882.00	38743
Total For Dept 301 POLICE/SHERIFF					47,548.03	
Total For Fund 205 PUBLIC SAFETY FUND					47,548.03	
Fund 206 FIRE FUND						
Dept 261 OPERATIONS						
206-261-727.000		OFFICE SUPPLIES	QUILL CORPORATION	Copy Paper / Paper Clips / Post	180.32	38685
206-261-727.000		OFFICE SUPPLIES	QUILL CORPORATION	Annual Membership Dues	69.99	38712
206-261-742.000		FIRE FIGHTING SUPPLIES	SAFEWARE INC	Charger for 4-Gas Monitor	280.94	38687
206-261-742.000		FIRE FIGHTING SUPPLIES	SYNTEX INDUSTRIES	T-1 Compartment EMS Cabinet	655.17	38739
206-261-742.000		FIRE FIGHTING SUPPLIES	SCIO TOWNSHIP	Replacement Flares	728.50	38714
206-261-742.001		EMS SUPPLIES	BOUND TREE MEDICAL,	Medical Supplies	256.44	38674
206-261-742.001		EMS SUPPLIES	BOUND TREE MEDICAL,	Medical Gloves	52.98	38674
206-261-742.001		EMS SUPPLIES	BOUND TREE MEDICAL,	EMS Supplies	360.86	38704
206-261-742.001		EMS SUPPLIES	ZOLL MEDICAL CORP	CPR Device Replacment Straps x3	527.00	38717
206-261-821.000		DISPATCH SERVICES	EMERGENT HEALTH	Dispatch Services	2,612.55	38680
206-261-821.000		DISPATCH SERVICES	EMERGENT HEALTH	Dispatch Services	2,612.55	38720
206-261-851.000		TELECOMMUNICATIONS	VERIZON WIRELESS	CELLPHONES	482.34	2089701128
206-261-933.000		EQUIP REPAIR &	PENN CARE INC	2 Replacement AED Batteries	992.60	38684
206-261-933.000		EQUIP REPAIR &	WEINGARTZ SUPPLY CO	Chainsaw Repair	92.98	38716
206-261-933.000		EQUIP REPAIR &	WEINGARTZ SUPPLY CO	Chainsaw Repair	68.00	38716
206-261-933.000		EQUIP REPAIR &	COMPLETE BATTERY	SCBA Batteries	224.64	38718
206-261-933.001		EQUIP CERTIFICATION	NATIONAL HOSE TESTING	Annual Hose Testing - Remaining	1,200.00	38711
206-261-980.000		PURCHASES MISC	MUNICIPAL EMERGENCY	T-1 Compartment Organization	1,865.20	38682
Total For Dept 261 OPERATIONS					13,263.06	
Dept 265 BUILDINGS AND GROUNDS						
206-265-933.000		REPAIR & MAINTENANCE	COMMERICAL DOOR	Station 2 Replacment Doors x 2	4,558.00	38699
Total For Dept 265 BUILDINGS AND GROUNDS					4,558.00	
Dept 266 LEGAL & PROFESSIONAL						
206-266-811.000		LEGAL FEES	Bodman PLC	Fire Department	750.00	38754
Total For Dept 266 LEGAL & PROFESSIONAL					750.00	
Dept 270 PERSONNEL						
206-270-723.000		EMPLOYMENT PHYSICALS	OCCUPATIONAL HEALTH	Allen Preemployment Physical	414.00	38683
206-270-723.000		EMPLOYMENT PHYSICALS	OCCUPATIONAL HEALTH	Allen / Jackson Preemployment	400.00	38683

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GL Number	Grant	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 206 FIRE FUND						
Dept 270 PERSONNEL						
206-270-746.000		UNIFORM EXPENSE	ALLIE BROTHERS, INC	Carter - Uniform Pants, Shirts	164.97	38672
206-270-746.000		UNIFORM EXPENSE	ALLIE BROTHERS, INC	Kelly - Uniform Pants, Shirts	164.97	38672
206-270-746.000		UNIFORM EXPENSE	ALLIE BROTHERS, INC	Academy Shorts / Sweatpants	24.98	38672
206-270-746.000		UNIFORM EXPENSE	ALLIE BROTHERS, INC	Roth - Uniform Pants, Shirts	164.97	38672
206-270-746.000		UNIFORM EXPENSE	ALLIE BROTHERS, INC	Woollams - Uniform Pants, Shirts	164.97	38672
206-270-746.000		UNIFORM EXPENSE	ALLIE BROTHERS, INC	Atkins - Uniform Pants, Shirts	164.97	38672
206-270-746.000		UNIFORM EXPENSE	ALLIE BROTHERS, INC	Nametags 7	153.93	38672
206-270-746.000		UNIFORM EXPENSE	ALLIE BROTHERS, INC	Fuller	164.97	38703
206-270-746.000		UNIFORM EXPENSE	ALLIE BROTHERS, INC	FF Chest Badges	525.00	38703
206-270-746.001		PERSONAL PROTECIVE EQUIP	MUNICIPAL EMERGENCY	SF Boot	518.03	38710
206-270-746.001		PERSONAL PROTECIVE EQUIP	MUNICIPAL EMERGENCY	SF Glove	127.94	38710
206-270-746.001		PERSONAL PROTECIVE EQUIP	SAFEWARE INC	Hazmat Gloves	294.00	38713
206-270-961.000		TRNG & IMPROVEMENT FULL-	FIRE DEPARTMENT	Annual Department Membership	300.00	38708
206-270-961.000		TRNG & IMPROVEMENT FULL-	WASHTENAW AREA MUTUAL	Mayday Management Course	100.00	38715
206-270-961.001		TRNG. & IMPROVEMENT PART-	MILLIGAN'S NORTHWEST	Training Materials / Expense	80.00	38700
206-270-961.001		TRNG. & IMPROVEMENT PART-	JONES & BARTLETT	EMT Academy - Textbooks	1,890.78	38733
Total For Dept 270 PERSONNEL					5,818.48	
Dept 596 TRANSPORTATION						
206-596-748.000		GASOLINE & DIESEL	CORRIGAN OIL COMPANY	Fuel	730.72	38678
206-596-748.000		GASOLINE & DIESEL	CORRIGAN OIL COMPANY	Fuel	659.08	38719
206-596-933.000		REPAIR & MAINTENANCE	BREWER'S INC.	Towing Rescue 12-2 to Station	112.50	38676
206-596-933.000		REPAIR & MAINTENANCE	BREWER'S INC.	Towing Rescue 12-2 to Dealership	475.00	38676
206-596-933.000		REPAIR & MAINTENANCE	R & R FIRE TRUCK	E-1 / EGR Repairs	4,787.26	38686
206-596-933.000		Antifreeze / DEF Fluid	ADVANCE AUTO PARTS -	Antifreeze / DEF Fluid	178.14	38724
206-596-933.000		REPAIR & MAINTENANCE	ADVANCE AUTO PARTS -	CREDIT	(115.76)	38724
206-596-933.000		REPAIR & MAINTENANCE	R & R FIRE TRUCK	E-2 / CRANKSHAFT / OIL PUMP	8,240.11	38737
Total For Dept 596 TRANSPORTATION					15,067.05	
Total For Fund 206 FIRE FUND					39,456.59	
Fund 211 GRANTS FUND						
Dept 261 OPERATIONS						
211-261-955.002	CEM	COMMUNITY ENERGY	BATES ELECTRIC INC	ELECTRICAL WORK FOR INSULATION	1,635.17	38673
211-261-955.002	CEM	COMMUNITY ENERGY	NAVIGATOR LLC	INSULATION PROJECT	7,380.00	38702
211-261-955.002	CEM	COMMUNITY ENERGY	NAVIGATOR LLC	FINAL PAYMENT FOR INSULATION	2,050.00	38751
Total For Dept 261 OPERATIONS					11,065.17	
Total For Fund 211 GRANTS FUND					11,065.17	
Fund 249 BUILDING DEPARTMENT FUND						
Dept 000 OTHER REVENUE ACCOUNT						
249-000-277.000		02. TEMPORARY SERVICE -	Brentwood Electric	BD Payment Refund	25.00	38675
249-000-277.000		07. CIRCUITS	Brentwood Electric	BD Payment Refund	18.00	38675
249-000-277.000		19. UNITS 21 TO 50 K.V.A.	Brentwood Electric	BD Payment Refund	35.00	38675
249-000-277.000		28. ADD'L	Brentwood Electric	BD Payment Refund	80.00	38675
249-000-277.000		29.FINAL INSPECTION	Brentwood Electric	BD Payment Refund	40.00	38675
249-000-277.000		01. APPLICATION	EPIC ELECTRICAL, LLC	BD Payment Refund	40.00	38681

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GL Number	Grant	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 249 BUILDING DEPARTMENT FUND						
Dept 000 OTHER REVENUE ACCOUNT						
249-000-277.000		02. TEMPORARY SERVICE -	EPIC ELECTRICAL, LLC	BD Payment Refund	25.00	38681
249-000-277.000		07. CIRCUITS	EPIC ELECTRICAL, LLC	BD Payment Refund	36.00	38681
249-000-277.000		08. LIGHTING FIXTURES -	EPIC ELECTRICAL, LLC	BD Payment Refund	10.00	38681
249-000-277.000		09. DISHWASHER	EPIC ELECTRICAL, LLC	BD Payment Refund	6.00	38681
249-000-277.000		10. Furnace - Unit Heater	EPIC ELECTRICAL, LLC	BD Payment Refund	10.00	38681
249-000-277.000		12. Power Outlet	EPIC ELECTRICAL, LLC	BD Payment Refund	10.00	38681
249-000-277.000		14. Air Conditioning	EPIC ELECTRICAL, LLC	BD Payment Refund	25.00	38681
249-000-277.000		28. ADD'L	EPIC ELECTRICAL, LLC	BD Payment Refund	40.00	38681
249-000-277.000		29.FINAL INSPECTION	EPIC ELECTRICAL, LLC	BD Payment Refund	40.00	38681
Total For Dept 000 OTHER REVENUE ACCOUNT					440.00	
Dept 261 OPERATIONS						
249-261-727.000		OFFICE SUPPLIES	ADVANCE PRINT &	INSPECTION STICKERS	230.73	38725
249-261-812.000		INSPECTOR COSTS	GARY WOELKE	INSPECTIONS	3,560.00	38730
249-261-812.000		INSPECTOR COSTS	MICHAEL COX	INSPECTIONS	360.00	38735
249-261-812.000		INSPECTOR COSTS	RYAN MILLER	INSPECTIONS	240.00	38738
249-261-812.000		INSPECTOR COSTS	JAMES RATLIFF	INSPECTIONS	5,160.00	38750
249-261-812.000		INSPECTOR COSTS	RICK PLISKO	INSPECTIONS	1,800.00	38752
249-261-812.000		INSPECTOR COSTS	STEPHEN HOWARD BROWN	INSPECTIONS	720.00	38753
249-261-818.000		SERVICE CONTRACTS	JADE COLVIN-GARCIA	PACKING AND UNPACKING OFFICE	126.50	38695
249-261-851.000		TELECOMMUNICATIONS	VERIZON WIRELESS	CELLPHONES	82.24	2089701128
249-261-973.000		FURNITURE & FIXTURES	BATES ELECTRIC INC	ELECTRICAL WORK FOR NEW	1,372.00	38726
Total For Dept 261 OPERATIONS					13,651.47	
Dept 266 LEGAL & PROFESSIONAL						
249-266-806.000		CONSULTANTS - OTHER	CARLISLE-WORTMAN	1555 WOODRIDGE ENG 7 BENCH	32.50	38677
249-266-806.000		CONSULTANTS - OTHER	CARLISLE-WORTMAN	24 FRANK LLOYD WRIGHT #J1400	582.50	38677
249-266-806.000		CONSULTANTS - OTHER	CARLISLE-WORTMAN	4800 E HURON DR ( WCC TECHNICAL	540.00	38677
Total For Dept 266 LEGAL & PROFESSIONAL					1,155.00	
Dept 901 CAPITAL PURCHASES						
249-901-973.000		FURNITURE & FIXTURES	WOLVERINE COMMERCIAL	FINAL PAYMENT FOR OFFICE FURNITURE	10,447.90	38741
Total For Dept 901 CAPITAL PURCHASES					10,447.90	
Total For Fund 249 BUILDING DEPARTMENT FUND					25,694.37	
Fund 592 UTILITIES FUND						
Dept 261 OPERATIONS						
592-261-818.000		SERVICE CONTRACTS	PARAGON LABORATORIES	WATER TESTING	440.00	38736
592-261-851.000		TELECOMMUNICATIONS	VERIZON WIRELESS	CELLPHONES	173.37	2089701128
Total For Dept 261 OPERATIONS					613.37	
Dept 266 LEGAL & PROFESSIONAL						
592-266-802.000		ENGINEERING FEES	Stantec Consulting	Task-201-Utilities-Consultation-	5,576.00	38756
592-266-811.000		LEGAL FEES	Bodman PLC	Utilities	300.00	38754
Total For Dept 266 LEGAL & PROFESSIONAL					5,876.00	
Dept 537 SALES/PURCHASES OF W&S						

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GL Number	Grant	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 592 UTILITIES FUND						
Dept 537 SALES/PURCHASES OF W&S						
592-537-777.000		METER EQUIPMENT PURCHASES	FERGUSON WATERWORKS	METER READER MEMBERSHIP	1,664.64	38728
Total For Dept 537 SALES/PURCHASES OF W&S					1,664.64	
Dept 596 TRANSPORTATION						
592-596-933.000		REPAIR & MAINTENANCE	CARQUEST AUTO PARTS	AUTO PARTS	47.08	38727
Total For Dept 596 TRANSPORTATION					47.08	
Total For Fund 592 UTILITIES FUND					8,201.09	
Fund 702 ESCROW FUND						
Dept 000 OTHER REVENUE ACCOUNT						
702-000-249.077		CP-01-23 BECKWITH	Stantec Consulting	Enginereering Fees	437.50	38756
702-000-249.080		CP-01-24 ALL SEASONS OF	Stantec Consulting	Enginereering Fees	4,323.80	38756
702-000-249.081		CP-02-24 MAPLE RIDGE	Stantec Consulting	Enginereering Fees	3,722.50	38756
702-000-262.079		SOI-28-20 MID MICHIGAN	Stantec Consulting	Enginereering Fees	816.90	38756
702-000-262.085		SOI-11-23 BECKWITH	Stantec Consulting	Enginereering Fees	787.20	38756
702-000-262.088		SOI-06-24 MAPLE RIDGE	Stantec Consulting	Enginereering Fees	1,579.30	38756
702-000-262.091		SOI-08-24 ALL SEASONS OF	Stantec Consulting	Enginereering Fees	945.90	38756
702-000-280.147		SP-07-15 BEZTAK ALL	CARLISLE-WORTMAN	Planning Fees	67.50	38755
702-000-280.203		SP-05-20 MAPLE RIDGE	CARLISLE-WORTMAN	Planning Fees	607.50	38755
702-000-280.203		SP-05-20 MAPLE RIDGE	Stantec Consulting	Enginereering Fees	691.00	38756
702-000-280.213		SP-02-21 R&D CENTER	CARLISLE-WORTMAN	Planning Fees	202.50	38755
702-000-280.225		TW-01-23 BECKWITH TREE	CARLISLE-WORTMAN	Planning Fees	67.50	38755
702-000-280.229		PWS-01-23 MAPLE RIDGE	Stantec Consulting	Enginereering Fees	262.50	38756
702-000-280.238		SP-02-24 TOYOTA 1555	CARLISLE-WORTMAN	Planning Fees	472.50	38755
702-000-280.238		SP-02-24 TOYOTA 1555	Stantec Consulting	Enginereering Fees	1,225.00	38756
Total For Dept 000 OTHER REVENUE ACCOUNT					16,209.10	
Total For Fund 702 ESCROW FUND					16,209.10	

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GL Number	Grant	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 101 GENERAL FUND	39,592.32
Fund 205 PUBLIC SAFET	47,548.03
Fund 206 FIRE FUND	39,456.59
Fund 211 GRANTS FUND	11,065.17
Fund 249 BUILDING DEP	25,694.37
Fund 592 UTILITIES FU	8,201.09
Fund 702 ESCROW FUND	16,209.10

Total For All Funds:	<u>187,766.67</u>
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**LAWRENCE KESTENBAUM  
COUNTY CLERK / REGISTER OF DEEDS**

200 North Main Street, Suite 120 P.O. Box 8645 Ann Arbor, Michigan 48107-8645  
Phone (734) 222-6730 • Fax (734) 222-6528  
www.washtenaw.org

September 9, 2025

Ann Arbor Township Clerk Kristine Bolhuis  
Ann Arbor Township Offices  
3792 Pontiac Trail  
Ann Arbor, MI 48105

Dear Ms. Bolhuis,

The Washtenaw County Election Commission wishes to amend the Early Voting Agreement with Ann Arbor Township. Corporation Counsel has indicated that this amendment could be accomplished by a letter signed by both parties. If this amendment is agreeable to you, please sign and return a copy of this letter. You will receive an executed copy of this letter upon completion.

Accordingly, I hereby amend the Agreement for Election Services between Washtenaw County and Ann Arbor Township dated October 19, 2023 as follows:

**Amend SECTION 3.1 SCOPE OF THE AGREEMENT as follows:**

**This Agreement applies to all elections (state, federal, special, odd-year city elections) that effect voters in participating municipalities, excluding elections occurring on November 4, 2025.**

All other terms and conditions remain the same as in the original contract.

ATTEST:

WASHTENAW COUNTY

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Lawrence Kestenbaum  
Washtenaw County Clerk/Register

Date

Gregory Dill  
Washtenaw County Administrator

Date

APPROVED FOR CONTENT:

---

Department Head

Date

Accepted by  
Kristine Bolhuis, Township Clerk

Date

Original: County Clerk  
Ann Arbor Township  
Cc: Department  
Purchasing

**2025 Tax Rate Request** (This form must be completed and submitted on or before September 30, 2025)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes <b>Washtenaw</b>	2025 Taxable Value of ALL Properties in the Unit as of 05-27-2025 <b>\$732,301,675</b>
Local Government Unit Requesting Millage Levy <b>Ann Arbor Township</b>	For LOCAL School Districts: 2025 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2025 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2024 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2025 Current Year "Headlee" Millage Reduction Fraction	(7) 2025 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Operation	<b>Tax</b>	N/A	1.160	.7591	1.0000	.7591	1.0000	.7591		.7591	n/a
Vote/Op	Pub/Safety	08-06	3.98	3.9405	1.0000	3.9405	1.0000	3.9405		3.8000	2026
Vote/Op	Farmland Preservation	11-24	0.6644	1.0000	1.0000	0.6644	1.0000	0.6644		0.6644	2028

Prepared by <b>Tracy Hayley</b>	Telephone Number <b>(734) 663-3418</b>	Title of Preparer <b>Assessor</b>	Date
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**CERTIFICATION:** As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input checked="" type="checkbox"/> Clerk	Signature	Print Name	Date
<input type="checkbox"/> Secretary		<b>Kristine Bolhuis</b>	
<input checked="" type="checkbox"/> Chairperson	Signature	Print Name	Date
<input type="checkbox"/> President		<b>Diane O'Connell</b>	

\* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

\*\* **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

**Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2025 for instructions on completing this section.**

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

**Instructions For Completing  
Form 614 (L-4029) 2025 Tax Rate Request,  
Millage Request Report To County Board Of Commissioners**

These instructions are provided under MCL Sections 211.24e (truth in taxation), 211.34 (truth in county equalization and truth in assessing), 211.34d (Headlee), and 211.36 and 211.37 (apportionment).

**Column 1: Source.** Enter the source of each millage. For example, allocated millage, separate millage limitations voted, charter, approved extra-voted millage, public act number, etc. Do not include taxes levied on the Industrial Facilities Tax Roll.

**Column 2: Purpose of millage.** Examples are: operating, debt service, special assessments, school enhancement millage, sinking fund millage, etc. A local school district must separately list operating millages by whether they are levied against ALL PROPERTIES in the school district or against the NON-HOME group of properties. (See State Tax Commission Bulletin 2 of 2025 for more explanation.) A local school district may use the following abbreviations when completing Column 2: "Operating ALL" and "Operating NON-HOME". "Operating ALL" is short for "Operating millage to be levied on ALL PROPERTIES in the local school district" such as Supplemental (Hold Harmless) Millages and Building and Site Sinking Fund Millages. "Operating NON-HOME" is short for "Operating millage to be levied on ALL PROPERTIES EXCLUDING PRINCIPAL RESIDENCE, QUALIFIED AGRICULTURAL, QUALIFIED FOREST AND INDUSTRIAL PERSONAL PROPERTIES in the local school district" such as the 18 mills in a district which does not levy a Supplemental (Hold Harmless) Millage.

**Column 3: Date of Election.** Enter the month and year of the election for each millage authorized by direct voter approval.

**Column 4: Millage Authorized.** List the allocated rate, charter aggregate rate, extra-voted authorized before 1979, each separate rate authorized by voters after 1978, debt service rate, etc. (This rate is the rate before any reductions.)

**Column 5: 2024 Millage Rate Permanently Reduced by MCL 211.34d ("Headlee") Rollback.** Starting with taxes levied in 1994, the "Headlee" rollback permanently reduces the maximum rate or rates authorized by law or charter. The **2024** permanently reduced rate can be found in column 7 of the **2024** Form L-4029. For operating millage approved by the voters after April 30, 2024, enter the millage approved by the voters. For debt service or special assessments not subject to a millage reduction fraction, enter "NA" signifying "not applicable."

**Column 6: Current Year Millage Reduction Fraction.** List the millage reduction fraction certified by the county treasurer for the current year as calculated on Form 2166 (L-4034), *2025 Millage Reduction Fraction Calculations Worksheet*. The millage reduction fraction shall be rounded to four (4) decimal places. The current year millage reduction fraction shall not exceed 1.0000 for 2025 and future years. This prevents any increase or "roll up" of millage rates. Use

1.0000 for new millage approved by the voters after April 30, 2025. For debt service or special assessments not subject to a millage reduction fraction, enter 1.0000.

**Column 7: 2025 Millage Rate Permanently Reduced by MCL 211.34d ("Headlee") Rollback.** The number in column 7 is found by multiplying column 5 by column 6 on this 2025 Form L-4029. This rate must be rounded DOWN to 4 decimal places. (See STC Bulletin No. 11 of 1999, Supplemented by Letter of 6/7/2000.) For debt service or special assessments not subject to a millage reduction fraction, enter "NA" signifying "not applicable."

**Column 8: Section 211.34 Millage Rollback Fraction (Truth in Assessing or Truth in Equalization).** List the millage rollback fraction for 2025 for each millage which is an operating rate. Round this millage rollback fraction to 4 decimal places. Use 1.0000 for school districts, for special assessments and for bonded debt retirement levies. For counties, villages and authorities, enter the Truth in Equalization Rollback Fraction calculated on STC Form L-4034 as TOTAL TAXABLE VALUE BASED ON CEV FOR ALL CLASSES/TOTAL TAXABLE VALUE BASED ON SEV FOR ALL CLASSES. Use 1.0000 for an authority located in more than one county. For further information, see State Tax Commission Bulletin 2 of 2025. For townships and cities, enter the Truth in Assessing Rollback Fraction calculated on STC Form L-4034 as TOTAL TAXABLE VALUE BASED ON ASSESSED VALUE FOR ALL CLASSES/TOTAL TAXABLE VALUE BASED ON SEV FOR ALL CLASSES. The Section 211.34 Millage Rollback Fraction shall not exceed 1.0000.

**Column 9: Maximum Allowable Millage Levy.** Multiply column 7 (2025 Millage Rate Permanently Reduced by MCL 211.34d) by column 8 (Section 211.34 millage rollback fraction). Round the rate DOWN to 4 decimal places. (See STC Bulletin No. 11 of 1999, Supplemented by Letter of 6/7/2000.) For debt service or special assessments not subject to a millage reduction fraction, enter millage from Column 4.

**Column 10/Column 11: Millage Requested to be Levied.** Enter the tax rate approved by the unit of local government provided that the rate does not exceed the maximum allowable millage levy (column 9). A millage rate that exceeds the base tax rate (Truth in Taxation) cannot be requested unless the requirements of MCL 211.24e have been met. For further information, see State Tax Commission Bulletin 2 of 2025. A LOCAL School District which levies a Supplemental (Hold Harmless) Millage shall not levy a Supplemental Millage in excess of that allowed by MCL 380.1211(3). Please see the memo to assessors dated October 26, 2004, regarding the change in the collection date of certain county taxes.

**Column 12: Expiration Date of Millage.** Enter the month and year on which the millage will expire.

## FEE SCHEDULE AND POLICY - EDITED

The Ann Arbor Charter Township Board of Trustees adopts the following Fee Schedule on \_\_\_\_\_, 2025. This Fee Schedule and Policy is designed to defray the cost of processing and evaluating licenses, permits, requests as well as applications for approvals pursuant to Township ordinances and to impose those fees as may be required by Ordinance(s).

All Licenses, permits, requests and applications are subject to application and permit fees as set forth below to pay the cost of administrative processing and any public hearings required by the Ordinance. All public hearing notices required by Ordinance must be paid by the Applicant within 15 days after the Applicant receives the Township's Invoice.

Certain applications require outside consultant services, including, but not limited to, planning, engineering, wetland, natural features and attorney review. Outside service expenses are the responsibility of the applicant. These will be reimbursed to the Township via additions to the normal fees or requirement of an Escrow for the cost of the review of the license, permit, request, or application, and related information by the Township's consultants.

Applicants will be notified if an Escrow is required and the initial deposit amount.

When deductions are made to the Escrow the applicant shall be notified by statement. Deductions will be applied to the Escrow until it reaches the Minimum Balance. The Minimum Balance will be equal to 30% of the initial deposit. The Escrow must be brought up to this Minimum Balance within Thirty (30) days of notification. No further review or processing of the application shall occur until the Escrow is restored to its Minimum Balance.

Any unused portion of the Escrow shall be returned to the applicant six (6) months after final action and/or review by the Township.

This Fee Schedule is reviewed annually and fees may change without notification.

<b>I.</b>	<b>SPECIAL MEETINGS</b>	<b>Township Fee</b>
	Board of Trustees	\$2,500
	Planning Commission	\$2,500
	Zoning Board of Appeals	\$2,000
<b>II.</b>	<b>LICENSES</b>	<b>Township Fee</b>
	Used car	\$350
	Junk yard	\$350
<b>III.</b>	<b>ANNEXATION RELEASE FEES (PER PARCEL)</b>	<b>Township Fee</b>
	Less than 5 acres	\$400
	5 to 10 acres	\$600
	11 to 25 acres	\$900
	26 to 49 acres	\$1,500
	50 or more acres	\$ 1500 + \$20/acre each acre above 50

## IV. BUILDING DEPARTMENT FEES

A	<b>Building Permit Fee Schedule ( Includes 2 Building Inspections)</b>	<b>Township Fee</b>
	Total Valuation	
	\$1 to \$3,000	\$60
	\$3,001 to \$10,000	\$60 for the first \$3,000 plus \$10 for each \$1,000 over \$3,000
	\$10,001 to \$50,000	\$130 for the first \$10,000 plus \$6 for each \$1,000 over \$10,000
	\$50,001 to \$250,000	\$370 for the first \$50,000 plus \$5 for each \$1,000 over \$50,000
	\$250,001 to \$1,000,000	\$1,370 for the first \$250,000 plus \$4 for each \$1,000 over \$250,000
	\$1,000,001 and above	\$4,370 for the first \$1,000,000 plus \$3 for each \$1,000 over \$1,000,000
	<b>Additional Inspections</b>	<b>\$50</b>
B	<b>Miscellaneous Building Permit fees:</b>	<b>Township Fee</b>
	Re-roof over existing:	\$100
	Window/Door replacement:	\$100
	Permit Extension (one time)	\$100
	Tear-off Re-roof:	\$125
	Siding/ Residing:	\$125
	Demolitions: Residential:	\$150
	Demolitions:Commercial:	\$300
	Fence (includes 2 inspections)	\$60
C	<b>Plan Review fees for Residential Building projects :</b>	<b>Township Fee</b>
	Small projects: Deck, porch, pool, gazebo, shed, garage, etc.:	\$30
	Additions & interior renovations (all habitable spaces):	\$75
	<b>New construction (under \$1,000,000)</b>	
	Submission Fee	<b>\$300</b> includes initial four-hour plan review
	Full Plan Review	<b>\$75</b> for each additional hour
	<b>Residential projects valued at \$1,000,000 &amp; over:</b>	
	Submission Fee	<b>\$300</b>
	Full Plan Review	20% of building permit fee
	<b>Plan Review Fees for Commercial Building Projects</b>	
	Submission Fee	<b>\$400</b>
	Full Plan Review	20% of building permit fee
	<b>Notice:</b>	
	<i>If the permit is not approved or is canceled, the submission fee is retained, and any additional consultant expenses incurred are also due.If required Building Permit Application plan revisions are not received within 30 days, the application will be voided and a new application must be submitted with required fees.</i>	
D	<b>Certificate of Occupancy:</b>	<b>Township Fee</b>
	Final C of O – Commercial projects	\$100
	Temporary C of O – Commercial projects	\$200
	Final C of O – Residential projects	<b>\$100</b>
	Temporary C of O – Residential projects	<b>\$200</b>
	30-day extension of all temporary C of O	\$75
E	<b>Registration Fees (For the term of the license) Included in Building Permit Fee</b>	<b>Township Fee</b>
	Building/Mechanical/Electrical/Plumbing	\$10 per term
	Pavement sealant applicator	\$45 per year
F	<b>Rental Property Inspection Cycle</b>	<b>Township Fee</b>
	Registration Every Two Years	\$50 1 or 2 family detached
	Registration Every Two Years	\$100 multiple unit structures
	Inspection: Per Building Certification	\$100 multiple unit structures
	Inspection: Per Unit Certification	<b>\$50</b> multiple unit structures
	Inspection: 1 or 2 Family Detached Certification	<b>\$50</b>
	Re-Inspection	<b>\$50</b> per dwelling or per structure
	Re-Inspection	<b>\$50</b> 1or 2 family detached
	Broken Appointment	\$50
	Failure to Register	\$150
	Search Warrant Administration Fee	<b>All Costs Incurred</b>

Fines / Costs: In addition, the Owner of a Residential Rental Structure shall be responsible for all direct and indirect costs incurred by the Township in connection with the violation of the Property Maintenance Code, including reasonable consultants fees, attorneys fees, fees for service of process, fees for obtaining and enforcing search warrants, and shall be subject to a civil fine as set forth in Section 1-7 of the Township Code of Ordinances.

<b>G Electrical Permit Fee Chart</b>	<b>Township Fee</b>
Application Fee	\$40
Service Installation Type	
Temporary Thru 200 AMP	\$25 Per Unit
Over 200 Amp Thru 600 Amp	\$35 Per Unit
Over 600 Amp Thru 800 Amp	\$50 Per Unit
Over 800 Amp Thru 1200 Amp	\$75 Per Unit
Over 1000 Amp GFI Only	\$100 Per Unit
Circuits	\$6 Per Unit
Lighting Fixtures	\$10 per 25 units
Dishwasher/Disposal	\$6 Per Unit
Furnace - Unit Heater	\$10 Per Unit
Electrical Heating Unit (baseboard / room)	\$5 Per Unit
Power Outlets (Ranges, Dryers, etc.)	\$10 Per Unit
Signs	\$35 Per Unit
Air Conditioning	\$25 Per Unit
Lift pumps / Well / Sump	\$10 Per Unit
Feeder-Bus Ducts, etc.	\$10 per 25 units
Electric Waterless Hot Water Heater	\$5 Per Unit
Units up to 20 K.V.A. or H.P. Generator or Motor	\$25 Per Unit
Units 21 to 50 K.V.A. or H.P. Generator or Motor	\$35 Per Unit
Units 51 K.V.A. or H.P. or Over Generator or Motor	\$50 Per Unit
Fire Alarms	\$5 Per Device - \$65 minimum
Energy Retrofit-Temp Control	\$45 Per Unit
Conduit only; or grounding only	\$45 Per Unit
Swimming Pools/Hot Tubs	\$50 Per Unit
Mobile Home Park Site Feeder Connection	\$35 Per Unit
Pedestals Only	\$20 Per Unit
Smoke Detectors / co2	\$5 Per Unit
Solar System	\$50 Per Unit
EV Charger Level 1 (120 volt) - residence	\$50 Per Unit
EV Charger Level 2 (240 volt) - residence	\$75 Per Unit
Rough/ Special Inspection	\$50 Per inspection
Final Inspection	\$50 Per inspection
Plan Review	
GENERATORS	\$40 Per Unit
All Others	\$60 for the first hour. Then \$50 for each additional hour

\*Permit fees are calculated per unit installed and include inspection and plan review costs.

<b>H Mechanical Permit Fee Chart</b>	<b>Township Fee</b>
Application Fee	\$40
Residential Heating System (includes duct & pipe fees). This item is used for the installation of a heating system in a new residential structure	\$75 Per Unit
Piping (This fee is <u>not</u> charged if the \$75 Residential Heat System is paid )	\$0.05 per feet - minimum \$25
Duct (This fee is <u>not</u> charged if the \$75 Residential Heat System is paid )	\$0.10 per feet - minimum \$25
Gas/Oil Burning Equipment (Furnace) New and/or Conversion Units	\$50 Per Unit
Residential Boiler - must be installed by a licensed boiler installer	\$50 Per Unit
Water Heater	\$35 Per Unit
Solid Fuel Equipment (Chimney / Gas burning fireplace)	\$30 Per Unit
Chimney, Factory built- installed separately	\$40 Per Unit
Gas Piping; each opening-new installation (Residential)	\$5 Per Unit
Air Conditioning (Includes split system)	\$30 Per Unit
Fans; Bath & Kitchen exhaust	\$15 Per Unit
Tanks- * LP Requires pressure test #10 (Above ground/Underground)	\$25 Per Unit
Heat pumps	\$30 Per Unit
Humidifiers/Air Cleaner	\$10 Per Unit
Commercial Hoods	\$35 Per Unit
Air Handlers	
Under 10,000 CFM	\$30 Per Unit
Over 10,000 CFM	\$75 Per Unit
Fire Suppression / Protection	\$1 per head - Minimum \$45
Heat Recovery Unit	\$10 Per Unit
V.A.V. Boxes	\$20 Per Unit
Unit Ventilators	\$10 Per Unit
Unit Heaters (Terminal Units)	\$25 Per Unit
Evaporator Coils	\$30 Per Unit
Refrigeration (Split Systems)	\$30 Per Unit
Chiller	\$30 Per Unit
Cooling Towers	\$30 Per Unit
Compressor	\$30 Per Unit
Mobile Home Park – Each Site	\$30 Per Unit
Special Safety Inspection	\$50 Per Inspection
Pressure Test (Req. for Natural and LP)	\$50 Per Inspection
Rough / Additional Inspection	\$50 Per Inspection
Final Inspection	\$50 Per Inspection
Plan Review Fee	\$60 for the first hour. Then \$50 for each additional hour

\*Permit fees are calculated per unit installed and include inspection and plan review costs.

<b>I Plumbing Permit Fee Chart</b>	<b>Township Fee</b>
Application Fee (non-refundable)	\$40
Fixtures, floor drains, special drains, water connected appliances	\$5 Per Unit
Water treatment /filtering system*	\$27 Per Unit
Stacks (soil, waste, vent and conductor)	\$5 Per Unit
Sewage ejectors, sumps	\$5 Per Unit
Water Heater	\$27 Per Unit
Main Water Service:	
2" or less copper only	\$27 Per Unit
Over 2" ductile only	\$50 Per Unit
Connection - bldg. drain – bldg. sewers	\$5 Per Unit
Sewers; (sanitary, storm, or combined)	\$27 Per Unit
Manholes, Catch Basins	\$5 Per Unit
Water Distributing Pipe (system):	
¾" Water Distribution Pipe	\$5 Per Unit
1" Water Distribution Pipe	\$10 Per Unit
1-1/4" Water Distribution Pipe	\$15 Per Unit
1-1/2" Water Distribution Pipe	\$20 Per Unit
2" Water Distribution Pipe	\$25 Per Unit
Over 2" Water Distribution Pipe	\$30 Per Unit
Back-flow preventer	\$5 Per Unit
Medical Gas System	\$50 Per Unit
Mobile Home Park – Each Site*	\$30 Per Unit
Pressure Test (Water & DWV)	\$6 Per Test
Special Safety Inspection	\$50 Per Inspection
Shower Pan Inspection	\$50 Per Inspection
Rough / Additional Inspection	\$50 Per Inspection
Final Inspection	\$50 Per Inspection
Plan Review Fee	\$60 for the first hour. Then \$50 for each additional hour

\*Permit fees are calculated per unit installed and include inspection and plan review costs.



<b>F</b>	<b>Institutions, Schools, Churches Review Fees</b>	<b>Township Fee</b>	<b>Escrow Deposit</b>
	Preliminary Site Plan	\$1,000	\$3,000
	Final Site Plan	\$1,000	\$6,300
	Revision or redesign from original applicant		
	Review fees will equal to 50% of the base review for the original submittal, if received by the Twp within 6 months of original submittal date		
<b>G</b>	<b>Office, Research, Commercial &amp; Industrial Review Fees</b>	<b>Township Fee</b>	<b>Escrow Deposit</b>
	Preliminary Site Plan	\$1,000	\$4,200
	Final Site Plan	\$1,000	\$11,100
	Revision or redesign from original application		
	Review fees will equal to 50% of the base review for the original submittal, if received by the Twp within 6 months of original submittal date		
<b>H</b>	<b>Co-Location on Existing Cellular Tower Review</b>	<b>Township Fee</b>	<b>Escrow Deposit</b>
	Permit for Engineer, Planning, Legal and Calculation review and processing of permit.	\$750	
	Projects which require Planning Commission review.	\$1,000	
<b>I</b>	<b>Major or Minor Site Plan Change, Area Plan or Township Master Plan Review</b>	<b>Township Fee</b>	<b>Escrow Deposit</b>
	Planning Commission Review	\$700	\$1,000
	Board of Trustees Review and Approval (Review and determination of major/minor change)	\$700	\$1,000
	Petition to Amend Master Plan	\$700	\$3,600
<b>J</b>	<b>Mobile Home Park Review Fees</b>	<b>Township Fee</b>	<b>Escrow Deposit</b>
	Site Plan	\$650	\$11,100
	(After final # of lots is determined, add \$6/lot)		+ \$6/lot
	Revision or redesign from original applicant		
	Review fees will equal to 50% of the base review for the original submittal, if received by the Twp within 6 months of original submittal date		
<b>K</b>	<b>Private Road Review Fees</b>	<b>Township Fee</b>	<b>Escrow Deposit</b>
	Permit - fees revised by Board 1/20/14	\$700	\$5,100
	Revision or redesign from original applicant		
	Review fees will equal to 50% of the base review for the original submittal, if received by the Twp within 6 months of original submittal date		
<b>L</b>	<b>Legal Review Fees</b>	<b>Township Fee</b>	<b>Escrow Deposit</b>
	Any and all Ann Arbor Township legal fees associated with proposed projects must be paid by the applicant.		
<b>VII</b>	<b>INFRASTRUCTURE PERMIT APPLICATION</b>		
	Infrastructure Permit - Applies to Stormwater Systems, Public Sanitary Sewer Mains and Leads, Public Water Main and Water Service Leads, and Private Roads. The applicant must provide Ann Arbor Township with construction cost estimates for improvements. Inspection deposit fees will be based on the following schedule:		
	<b>Construction Cost</b>	<b>Township Fee</b>	<b>Escrow Deposit</b>
	\$0 - \$125,000.00	\$1,000	\$15,000
	\$125,000.00 - \$500,000.00	\$1,000	12% of Construction cost
	Over \$500,000.00	\$1,000	10% of Construction cost
<b>VIII</b>	<b>CONSTRUCTION IN RIGHT-OF WAY PERMIT</b>	<b>Township Fee</b>	<b>Escrow Deposit</b>
	Permit	\$100	3% of construction cost. Min \$500
<b>IX</b>	<b>TAX ABATEMENTS</b>	<b>Township Fee</b>	<b>Escrow Deposit</b>
	Industrial Development District	\$650	\$3,600.00
	Industrial Tax Abatement	\$650	\$3,600.00
<b>X</b>	<b>WETLAND PERMIT FEES</b>	<b>Township Fee</b>	<b>Escrow Deposit</b>
	2 acres or less	\$700	\$ 600
	Greater than 2 acres to 10 acres	\$700	\$ 900
	Greater than 10 acres to 25 acres	\$700	\$ 2,100
	Greater than 25 acres to 50 acres	\$700	\$ 3,600
	Over 50 acres	\$700	\$ 5,100
<b>XI</b>	<b>NATURAL FEATURES PERMIT FEES</b>	<b>Township Fee</b>	<b>Escrow Deposit</b>
	2 acres or less	\$700	\$ 600
	Greater than 2 acres to 10 acres	\$700	\$ 900
	Greater than 10 acres to 25 acres	\$700	\$ 2,100
	Greater than 25 acres to 50 acres	\$700	\$ 3,600
	Over 50 acres	\$700	\$ 5,100

XII	<b>SOIL EROSION AND SEDIMENTATION CONTROL PERMIT</b>	<b>Township Fee</b>	<b>Escrow Deposit</b>	<b>Performance Guarantee</b>
				\$500.00 per acre
	Major Project	\$250	\$10,000.00	disturbed: min: \$2000,00
	Minor Project	\$250	\$5,000.00	
	Single Family Residential Project *	<b>\$500</b>		
	<b>Grading Permit</b>	<b>\$250</b>		
	Permit Waiver (for <225 sqft disturbed)	\$35		
XIII	<b>RENEWABLE ENERGY (See Building Permit fees for related construction costs)</b>			
A	<b>Wind Energy Conservation System</b>	<b>Township Fee</b>	<b>Escrow Deposit</b>	
	<b>Small-Scale WECS or TMT without Site Plan</b>			
	Conditional Use Permit Only	\$400	<b>\$1,900.00</b>	
	<b>Small-Scale WECS or TMT with Site Plan</b>			
	Conditional Use Permit	\$400	<b>\$1,900.00</b>	
	Preliminary Site Plan	\$650	<b>\$3,650.00</b>	
	Final Site Plan	\$650	<b>\$6,950.00</b>	
	<b>Large-Scale WECS or TMT with Site Plan</b>			
	Conditional Use Permit	\$400	<b>\$1,900.00</b>	
	Preliminary Site Plan	\$650	<b>\$3,650.00</b>	
	Final Site Plan	\$650	<b>\$6,950.00</b>	
B	<b>Solar Arrays</b>	<b>Township Fee</b>	<b>Escrow Deposit</b>	
	<b>Solar Array on Residential Building or Ground</b>	<b>\$150</b>		
	<b>Solar Array on Commercial Building</b>	<b>\$400</b>		
	<b>Solar Array on Commercial Ground</b>	<b>\$400</b>		
XIV	<b>TREE/WOODLAND REMOVAL FEES</b>	<b>Township Fee</b>	<b>Escrow Deposit</b>	
	Plan Review Fee	\$250		
	Permits: Parcel size			
	1-2 acres	\$900		
	3-25 acres	\$1,000	<b>\$1,500.00</b>	
	25 + acres	\$1,000	<b>\$3,000.00</b>	
	Permit Amendment (received within 6 mos of original)			50% of base review on original submittal fee

XV

**Sewer and Water Rates and Connection Charges**

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**Wastewater Rates and Connection Charges**  
**Effective Dates 7/1/25- 6/30/26**

**Commodity Charge - Per 100 Cubic Feet**

<b>Community</b>	<b>Rate</b>
AATWP rates to AATWP customers	\$9.54
AATWP rates to Superior Township	\$9.54

**Connection Fees\***

<b>Tap Size</b>	<b>Fee per tap*</b>
1"	\$1,300
1-1/2"	\$2,925
2"	\$5,200
4"	\$20,800
6"	\$46,801
8"	\$83,202
10"	\$130,003
12"	\$187,204

\* Exclusive of City of Ann Arbor connection and other related fees, all of which will be added to the fee.

**Metered Water Rates and Connection Charges**  
**Effective Dates 7/1/25 - 6/30/26**

**Commodity Charge - Per 100 Cubic Feet**

<b>Community</b>	<b>Rate</b>
AATWP rates to AATWP customers	\$9.54
AATWP rates to Superior Township	\$9.54

**Connection Fees\***

<b>Tap Size</b>	<b>Fee Per Tap*</b>
1"	\$7,169
1-1/2"	\$16,130
2"	\$28,675
4"	\$114,701
6"	\$258,077
8"	\$458,803
10"	\$716,880
12"	\$1,032,307

\* Exclusive of City of Ann Arbor connection and other related fees, all of which will be added to the fee.

**Service Charges**

**Township Fee**

**Water Meter Installation and Inspection Fee**

\$150

**XVI FIRE DEPARTMENT FEES**

<b>Fire Department Charges for Services or Incidents</b>	<b>Township Fee</b>
<b>A) MOTOR VEHICLE INCIDENTS – Per Incident</b>	
<b>Level 1</b> -Provide hazardous materials assessment and scene stabilization.	\$1,376
<b>Level 2:</b> Includes Level 1 services as well as clean up and material used (sorbents) for hazardous fluid clean up.	\$1,415
<b>Level 3-Vehicle Fire:</b> Provide scene safety, fire suppression, breathing air, rescue tools, hand tools, hose, small quantities of foam, structure protection, and clean up gasoline or other automotive fluids that may result from the vehicle fire.	\$1,806
<b>ADD-ON SERVICES:*</b>	
<b>Extrication:</b> Including other specialty rescue equipment	\$738
<b>B) HAZMAT INCIDENTS</b>	
<b>HAZMAT- Level 1</b> - Basic Response: Claim will include fire apparatus response, first responder assignment, perimeter establishment, potential evacuations, set-up and command.	\$1,415
<b>C) ILLEGAL FIRES - PER INCIDENT</b>	Itemized Invoice
<b>D) TECHNICAL RESCUE INCIDENTS</b>	
<b>Level 1</b> - Basic Response: Will include apparatus response, first responder assignment, perimeter establishment, evacuations, first responder set-up and command, scene safety and investigation (including possible patient contact, hazard control).	\$1,468
<b>E) ITEMIZED INCIDENT RESPONSE OPTION</b>	Itemized Invoice
For any incidents that exceed the normal limits of the identified services provided, the Township has the option of creating an itemized invoice which would per apparatus, per personnel, plus products and equipment used.	
<b>F) SCHEDULE OF CHARGES FOR FIRE DEPARTMENT SERVICES PER HOUR</b>	<b>Township Fee</b>
Firefighter Hours ( per hour/per firefighter )	\$60
Fire Apparatus	\$772
Vehicles ( Squad, Command, Utility)	\$53
Rescue Truck	\$387
ATV	\$224

<b>G Fire Department Permit Fees</b>	<b>Township Fee</b>
Special Event/ Place of assembly	\$250
Pyrotechnical special effects material	
Fireworks- Public display inspection and permit	\$250
Tents,canopies and temporary membrane structures	\$50

**FEE SCHEDULE AND POLICY**  
**MARCH 15, 2004**

The Ann Arbor Charter Township Board of Trustees adopts the following Fee Schedule and Policy to defray the cost of processing and evaluating licenses, permits, requests and applications for approvals pursuant to Township ordinances.

All public hearing notices required by Ordinance must be paid by the Applicant within 15 days after the Applicant receives the Township's Invoice.

All Licenses, permits, requests and applications are subject to an Administrative Fee set forth below to pay the cost of administrative processing and any public hearings required by the Ordinance.

Certain applications require an additional Non-refundable Consultants Review Fee and a Refundable Deposit for the cost of review of the license, permit, request or application and related information by the Township's consultants, including, but not limited to, planning, engineering, wetland, natural features and attorney review.

Applicants are responsible for the cost of consultants' reviews of the applicable submission, and such costs and related information shall be first charges against the Non-Refundable Consultants Review Fee. In the event the cost of the consultant's reviews exceeds the Non-Refundable Consultants' Review Fee, the excess cost shall be deducted from the Refundable Deposit.

The applicant shall at all times maintain the Refundable Deposit at the initial level stated in the attached schedule. If deductions are made from the Refundable Deposit as described above, the applicant shall be notified and if the Refundable Deposit is not brought up to its initial level within thirty (30) days of such notice then no further review or processing of the application shall occur until the Refundable Deposit is restored to its initial amount.

Any unused portion of the Refundable Deposit shall be returned to the applicant six (6) months after final action by the Township (on the application where there is no on going review) or six (6) months after the Township consultants and Zoning Official have confirmed that the review is complete, if there is on going review.

## FEE SCHEDULE

		Admin. Fee	Nonrefundable Consultant Fee	Refundable Deposit
<b>I.</b>	<b>Special Meetings</b>			
A.	Board of Trustees	\$ 800.00		
B.	Planning Commission	\$ 800.00		
C.	Zoning Board of Appeals	\$ 450.00		
D.	Environmental Review Board	\$ 450.00		
E.	Special Conferences (Conferences with developers or their agents prior to or during consideration of a site plan, not held at a regular Township Board or Planning Commission meeting.)	\$ 750.00		
<b>II.</b>	<b>Licenses</b>			
A.	Used car	\$ 350.00	per year	
B.	Junk yard	\$ 350.00	per year	
<b>III.</b>	<b>Micellaneous Permits and Fees</b>			
A.	Fence (includes 2 inspections)	\$ 60.00		
B.	Shared Driveway	\$ 95.00		
C.	Land Division	\$ 75.00	per parcel	
D.	Combining Land	\$ 75.00	per parcel	
E.	Conditional Use Permit	\$ 400.00	\$ 500.00	\$ 1,000.00
F.	Demolition- Residential - <i>includes 2 inspections</i>	\$ 150.00		
G.	Demolition- Commercial - <i>includes 2 inspections</i>	\$ 300.00		
H.	Variance by Board of Trustees	\$ 450.00		
<b>IV.</b>	<b>Registration Fees (For the term of the license)</b>			
A.	Building	Included in Building Permit Fee		
B.	Mechanical	\$ 5.00	per term	
C.	Electrical	\$ 5.00	per term	
D.	Plumbing	\$ 5.00	per term	
E.	Pavement sealant applicator	\$ 45.00	per year	
<b>V.</b>	<b>Annexation Release Fees (per parcel)</b>			
A.	Less than 5 acres	\$ 400.00		
B.	5 to 10 acres	\$ 600.00		
C.	11 to 25 acres	\$ 900.00		
D.	26 to 49 acres	\$ 1,500.00		
E.	50 or more acres	\$ 1500 + \$20/acre each acre above 50		

ANN ARBOR CHARTER TOWNSHIP  
3792 Pontiac Trail, Ann Arbor, MI 48105

	<u>Admin. Fee</u>	<u>Nonrefundable Consultant Fee</u>	<u>Refundable Deposit</u>
<b>VI. Rezoning Fees</b>			
A. From any zoning to agricultural or residential			
1. Less than 10 acres	\$650	\$500	\$1,000
2. More than 10 acres	\$650	\$1,000	\$2,000
B. From any zoning to non-residential all sizes:			
1. C-1 Convenience Commercial	\$650	\$1,200	\$2,400
2. PL Public Lands	\$650	\$1,200	\$2,400
3. O Office	\$650	\$1,200	\$2,400
4. R-D Research & Development	\$650	\$1,200	\$2,400
5. I-1 Limited Industrial	\$650	\$1,200	\$2,400
C. From any zoning to Special Districts:			
1. PUD Planned Unit Development*	\$650	\$2,300	\$4,600
2. RRA Research & Research Application*	\$650	\$2,300	\$4,600
3. OP Office Park*	\$650	\$2,300	\$4,600
*Also considered the area plan or preliminary site plan.			
D. From any Special District to another:			
1. PUD Planned Unit Development*	\$650	\$2,300	\$4,600
2. RRA Research & Research Application*	\$650	\$2,300	\$4,600
3. OP Office Park*	\$650	\$2,300	\$4,600
*Also considered the area plan or preliminary site plan.			
E. Petition to change Zoning Ordinance text	\$650	\$500	\$1,000
Planning Commission review & recommendation			
<b>VII. Subdivision Review</b>			
A. Preliminary Site Plan	\$650	\$1,400	\$2,800
B. Final Site Plan	\$650	\$3,700	\$7,400
<b>VIII. Site Condo, Condominium, PUD Review</b>			
A. Preliminary Site Plan	\$650	\$1,400	\$2,800
B. Final Site Plan	\$650	\$3,700	\$7,400
C. Revision or redesign submitted by original applicant			
Review fees will be equal to 50% of the base review for the original submittal, if received by the Twp within 6 months of the date of the original submittal			
<b>IX. Single Family Residential Review (over 5000 sq ft)</b>			
A. Preliminary Site Plan	\$650	\$800	\$2,000
B. Final Site Plan	\$650	\$1,000	\$3,000

ANN ARBOR CHARTER TOWNSHIP  
3792 Pontiac Trail, Ann Arbor, MI 48105

		Admin. Fee	Nonrefundable Consultant Fee	Refundable Deposit
<b>X.</b>	<b>Multiple Family Residential Developments</b>			
A.	Preliminary Site Plan			
	1. First 20 units	\$650	\$1,000	\$2,000
	2. More than 20 units	\$650	\$1,000	\$2,000
			+ \$5/unit	+ \$10/unit
B.	Final Site Plan			
	1. First 20 units	\$650	\$2,100	\$4,200
	2. More than 20 units	\$650	\$2,100	\$4,200
			+ \$5/unit	+ \$10/unit
C.	Revision or redesign from original applicant			
	Review fees will be equal to 50% of the base review for the original submittal, if received by the Twp within 6 months of the date of the original submittal			
<b>XI.</b>	<b>Institutions, Schools, Churches Review Fees</b>			
A.	Preliminary Site Plan	\$650	\$1,000	\$2,000
B.	Final Site Plan	\$650	\$2,100	\$4,200
C.	Revision or redesign from original appl			
	Review fees will be equal to 50% of the base review for the original submittal, if received by the Twp within 6 months of the date of the original submittal			
<b>XII.</b>	<b>Office, Research, Commercial &amp; Industrial Review Fees</b>			
A.	Preliminary Site Plan	\$650	\$1,400	\$2,800
B.	Final Site Plan	\$650	\$3,700	\$7,400
C.	Revision or redesign from original appl	*	*	*
	*Review fees will be equal to 50% of the base review for the original submittal, if received by the Township within 6 months of the date of the original submittal			
<b>XIII.</b>	<b>Co-Location on Existing Cellular Tower</b>			
	\$750 for Engineer, Planning, Legal and Calculation review and processing of permit.			
	\$1000 for projects which require Planning Commission review.			
<b>XIV.</b>	<b>Major or Minor Change to Site Plan, Area Plan or Township Master Plan</b>			
	Planning Commission Review	\$350	\$300	\$400
	Board of Trustees Review and Approval	\$350	\$300	\$400
	(Review and determination of major/minor change)			
	Petition to Amend Master Plan	\$650	\$1,200	\$2,400
<b>XV.</b>	<b>Mobile Home Park Review Fees</b>			
A.	Site Plan	\$650	\$3,700	\$7,400
	(After final # of lots is determined, add \$6/lot)		+ \$6/lot	
B.	Revision or redesign from original appl	*	*	*
	*Review fees will be equal to 50% of the base review for the original submittal, if received by the Township within 6 months of the date of the original submittal.			

**XVI. Private Road Review Fees**

A.	Permit - fees revised by Board 1/20/14	\$650	\$1,700	\$3,400
B.	Revision or redesign from original appl	*	*	*

\*Review fees will be equal to 50% of the base review for the original submittal, if received by the Twp within 6 months of the date of the original submittal

**XVII. Legal Fees**  
Any and all Ann Arbor Township legal fees associated with these actions must be paid by the applicant.

**XVIII Construction Permit Application**

Construction Permit - Applies to Stormwater Systems, Public Sanitary Sewer Mains and Leads, Public Water Main and Water Service Leads, and Private Roads. The applicant must provide Ann Arbor Township with construction cost estimates for improvements. Inspection deposit fees will be based on the following schedule:

	<u>Construction Cost</u>	<u>Admin. Fee</u>	<u>Amount of Review /</u>	<u>Inspection Deposit</u>
A.	\$0 - \$125,000.00	\$500.00		\$15,000
B.	\$125,000.00 - \$500,000.00	\$500.00	12% of Construction cost	
C.	Over \$500,000.00	\$500.00	10% of Construction cost	

**NOTE:** If more than 75% of the Review/Inspection deposit is used to reimburse inspection and review costs, the Owner/Representative must bring the deposit to its initial level within 14 days after notice from the Township. If the deposit is not brought back to its initial level within the time required, then no further inspections/reviews shall occur, a stop work order may be issued and no permits or certificates of occupancy will be issued for any work on the Project until the deposit is brought to its initial level.

		<u>Admin. Fee</u>	<u>Nonrefundable Consultant Fee</u>	<u>Refundable Deposit</u>
<b>XIX</b>	<b>Construction in Right-of Way Permit</b>			
	Permit	\$100	\$100	*

\* 3% of approved estimated construction cost with a minimum deposit of \$500.00

NOTE: Inspection Deposit - 3% of the approved construction cost with a minimum deposit of \$500.00. Any unused portion of the inspection deposit shall be refunded to the Applicant/Owner. If more than 75% of the Inspection Deposit is used to reimburse inspection and review costs, the Applicant/Owner must bring the Inspection Deposit to its initial level within 14 days after notice from the Township or a stop work order may be issued. Applicant/Owner is responsible for the cost of all Township reviews including consultant fees.

		<u>Admin. Fee</u>	<u>Nonrefundable Consultant Fee</u>	<u>Refundable Deposit</u>
<b>XX</b>	<b>Industrial Tax Abatement</b>			
A.	Abatement	\$650.00	\$1,200.00	\$2,400.00

		<u>Admin. Fee</u>	<u>Nonrefundable Consultant Fee</u>	<u>Refundable Deposit</u>
<b>XXI</b>	<b>IDD Districts</b>			
A.	Abatement	\$650.00	\$1,200.00	\$2,400.00

**XXII. Sewer and Water Rates and Connection Charges**

**Wastewater Rates and Connection Charges  
 Effective Dates 7/1/23- 6/30/24**

**Commodity Rate**

Community	Commodity Charge - Per 100 Cubic Feet
AATWP rates to AATWP customers	\$8.87
AATWP rates to Superior Twp customers	\$8.87

**Connection Fees\***

Tap Size	Fee per tap*
1"	\$1,300
1-1/2"	\$2,925
2"	\$5,200
4"	\$20,800
6"	\$46,801
8"	\$83,202
10"	\$130,003
12"	\$187,204

\* Exclusive of City of Ann Arbor connection and other related fees, all of which will be added to the fee.

**Metered Water Rates and Connection Charges  
 Effective Dates 7/1/23 - 6/30/24**

**Commodity Rate**

Community	Commodity Charge - Per 100 Cubic Feet
AATWP rates to AATWP customers	\$8.48
AATWP rates to Superior Twp customers	\$8.48

**Connection Fees\***

Tap Size	Fee Per Tap*
1"	\$5,229
1-1/2"	\$11,766
2"	\$20,917
4"	\$83,666
6"	\$188,249
8"	\$334,665
10"	\$522,915
12"	\$752,997

\* Exclusive of City of Ann Arbor connection and other related fees, all of which will be added to the fee.

**XXIII Wetland Permit Fees**

	<b>Admin. Fee</b>	<b>Nonrefundable Consultant Fee</b>	<b>Refundable Deposit</b>
A. 2 acres or less	\$ 350	\$ 200	\$ 400
B. Greater than 2 acres to 10 acres	\$ 350	\$ 300	\$ 600
C. Greater than 10 acres to 25 acres	\$ 350	\$ 700	\$ 1,400
D. Greater than 25 acres to 50 acres	\$ 350	\$ 1,200	\$ 2,400
E. Over 50 acres	\$ 350	\$ 1,700	\$ 3,400

**NOTE:** If a Natural Feature Setback use permit is requested in conjunction with a wetland use permit then an additional \$100.00 shall be required to cover costs.

**XXIV Natural Features Permit Fees**

	<b>Admin. Fee</b>	<b>Nonrefundable Consultant Fee</b>	<b>Refundable Deposit</b>
A. 2 acres or less	\$ 350	\$ 200	\$ 400
B. Greater than 2 acres to 10 acres	\$ 350	\$ 300	\$ 600
C. Greater than 10 acres to 25 acres	\$ 350	\$ 700	\$ 1,400
D. Greater than 25 acres to 50 acres	\$ 350	\$ 1,200	\$ 2,400
E. Over 50 acres	\$ 350	\$ 1,700	\$ 3,400

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**XXV Soil Erosion and Sedimentation Control Permit**

		Admin Fee	Escrow Deposit	Performance Guarantee
A.	Major Project	\$250.00	\$10,000.00	\$500.00 per acre disturbed: min: \$2000.00
B.	Minor Project	\$250.00	\$5,000.00	" "
C.	Single Family Residential Project *	\$230.00	\$0.00	\$0.00
D.	Permit Waiver (for <225 sqft disturbed)	\$ 35.00	\$0.00	\$0.00

**XXVI Rental Property Maintenance**

Registration	1 or 2 family detached	\$40.00
Registration	multiple unit structures	\$100.00
Per Building Certification Inspection	multiple unit structures	\$20.00
Per Dwelling Certification Inspection	multiple unit structures	\$20.00
1 or 2 Family Detached Certification Inspection		\$75.00
Re-Inspection	per dwelling or per structure	\$20.00
Re-Inspection	1or 2 family detached	\$40.00
Tenant Complaint	if valid	\$35.00
Broken Appointment		\$35.00
Failure to Register		\$150.00
Search Warrant Administration Fee		\$100.00

**Fines / Costs:** In addition, the Owner of a Residential Rental Structure shall be responsible for all direct and indirect costs incurred by the Township in connection with the violation of the Property Maintenance Code, including reasonable consultants fees, attorneys fees, fees for service of process, fees for obtaining and enforcing search warrants, and shall be subject to a civil fine as set forth in Section 1-7 of the Township Code of Ordinances.

Fees adopted by resolution on June 15, 2009; amended by resolution October 19, 2009.

ANN ARBOR CHARTER TOWNSHIP  
3792 Pontiac Trail, Ann Arbor, MI 48105

**XXVII Wind Energy Conservation System** (Fees adopted by Resolution on February 15, 2010)

<b>Onsite WECS or TMT without Site Plan</b>	<b>Admin</b>	<b>Non Refundable</b>	<b>Refundable</b>	<b>Total</b>
Conditional Use Permit Only	\$400.00	\$500.00	\$1,000.00	\$1,900.00

<b>Onsite WECS or TMT with Site Plan</b>				
Conditional Use Permit	\$400.00	\$500.00	\$1,000.00	\$1,900.00
Preliminary Site Plan	\$650.00	\$1,000.00	\$2,000.00	\$3,650.00
Final Site Plan	\$650.00	\$2,100.00	\$4,000.00	\$6,950.00

<b>Commercial WECS or TMT</b>				
Conditional Use Permit	\$400.00	\$500.00	\$1,000.00	\$1,900.00
Preliminary Site Plan	\$650.00	\$1,000.00	\$2,000.00	\$3,650.00
Final Site Plan	\$650.00	\$2,100.00	\$4,000.00	\$6,950.00

**XXVIII Agricultural Business** (Fees adopted by resolution on April 9, 2013)  
**\$75.00**

Fee for administrative zoning compliance review for agricultural business uses not requiring a site plan/ Planning Commission review: farm markets, CSA distribution sites, agricultural storage facilities, wash and pack facilities, agricultural commercial kitchens, and agricultural education facilities.

**XXIX Tree/Woodland Removal Permit Fees** for projects that do not require a Site Plan  
(Fees adopted by resolution February 20, 2017)

<b>Parcel size</b>	<b>Admin</b>	<b>Non Refundable Escrow</b>	<b>Refundable Escrow</b>	<b>Total</b>
1-2 acres	\$350.00	\$200.00	\$400.00	\$950.00
3-25 acres	\$350.00	\$300.00	\$600.00	\$1,250.00
25 + acres	\$350.00	\$700.00	\$1,400.00	\$2,450.00

<b>Tree/Woodland Removal Permit Amendment</b> (if received within 6 months of original approval)	50% of base review for original submittal
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<b>Woodland Stewardship Plan Review Fee</b>	\$250
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## BUILDING PERMIT FEE SCHEDULE

Total Valuation	Fee
\$1 to \$3,000	\$60 Includes one inspection
\$3,001 to \$10,000	\$60 for the first \$3,000 plus \$10 for each \$1,000 over \$3,000
\$10,001 to \$50,000	\$130 for the first \$10,000 plus \$6 for each \$1,000 over \$10,000
\$50,001 to \$250,000	\$370 for the first \$50,000 plus \$5 for each \$1,000 over \$50,000
\$250,001 to \$1,000,000	\$1,370 for the first \$250,000 plus \$4 for each \$1,000 over \$250,000
\$1,000,001 and above	\$4,370 for the first \$1,000,000 plus \$3 for each \$1,000 over \$1,000,000

### **Miscellaneous fees:**

Re-roof over existing:	\$100.00	Window/Door replacement:	\$100.00
Tear-off Re-roof:	\$125.00	Siding/ Residing:	\$125.00
Demolitions: Residential:	\$150.00	Permit Extension (one time)	\$100.00
Commercial:	\$300.00		

### **Plan examination fees:**

\$30.00 for small residential projects  
(Decks, porches, pools, gazebo, sheds, garage, etc.)

\$75.00 for Residential additions  
(All habitable spaces)

\$75.00 / hour New Residential Construction (under \$1,000,000.00)

20% of permit fee for all commercial and any residential projects valued at \$1,000,000.00 or more. (\$115.00 hour – third party – may be used)

### **Certificate of Occupancy:**

Final C of O – Commercial projects	\$100.00
Temporary C of O – Commercial projects	\$200.00
Final C of O – Residential projects	\$ 25.00
Temporary C of O – Residential projects	\$ 75.00
30-day extension of all temporary C of O	\$ 75.00

## BUILDING PERMIT FEE SCHEDULE

Total Valuation	Fee
\$1 to \$3,000	\$60 Includes one inspection
\$3,001 to \$10,000	\$60 for the first \$3,000 plus \$10 for each \$1,000 over \$3,000
\$10,001 to \$50,000	\$130 for the first \$10,000 plus \$6 for each \$1,000 over \$10,000
\$50,001 to \$250,000	\$370 for the first \$50,000 plus \$5 for each \$1,000 over \$50,000
\$250,001 to \$1,000,000	\$1,370 for the first \$250,000 plus \$4 for each \$1,000 over \$250,000
\$1,000,001 and above	\$4,370 for the first \$1,000,000 plus \$3 for each \$1,000 over \$1,000,000

### **Miscellaneous fees:**

Re-roof over existing:	\$100.00	Window/Door replacement:	\$100.00
Tear-off Re-roof:	\$125.00	Siding/ Residing:	\$125.00
Demolitions: Residential:	\$150.00	Permit Extension (one time)	\$100.00
Commercial:	\$300.00		

### **Plan examination fees:**

\$30.00 for small residential projects  
(Decks, porches, pools, gazebo, sheds, garage, etc.)

\$75.00 for Residential additions  
(All habitable spaces)

\$75.00 / hour New Residential Construction (under \$1,000,000.00)

20% of permit fee for all commercial and any residential projects valued at \$1,000,000.00 or more. (\$115.00 hour – third party – may be used)

### **Certificate of Occupancy:**

Final C of O – Commercial projects	\$100.00
Temporary C of O – Commercial projects	\$200.00
Final C of O – Residential projects	\$ 25.00
Temporary C of O – Residential projects	\$ 75.00
30-day extension of all temporary C of O	\$ 75.00

**BOARD OF TRUSTEES  
CHARTER TOWNSHIP OF ANN ARBOR  
WASHTENAW COUNTY, MICHIGAN  
RESOLUTION AMENDING FEE SCHEDULE  
AND ADOPTING CERTAIN FINES PERTAINING TO  
THE TOWNSHIP FIRE DEPARTMENT AND FIRE PREVENTION  
AND APPOINTING FIRE CODE ENFORCEMENT OFFICER**

Resolution No. \_\_\_\_\_

Resolution adopted at a regular meeting of the Ann Arbor Charter Township Board of Trustees, held at the Township Hall, 3792 Pontiac Trail, Ann Arbor, Michigan, on September 18, 2006.

PRESENT: Rena Basch, Virginia Forshee, John Allison, Michael Moran, Gene Ragland, Richard Dieterle, Della DiPietro

ABSENT: None

Motion by Trustee Allison; supported by Trustee Basch.

RECITALS

A. The Ann Arbor Charter Township Board of Trustees ("Board") has previously adopted a Fee Schedule and Policy under which the Township has established certain fees for permits, applications and licenses to defray the Township costs for review and processing of such permits, applications and licenses.

B. The Township Board has also adopted a resolution designating certain Township officials as ordinance enforcement officers and has established certain fines for violations of Township ordinances.

C. The Township Board wishes to amend its fee schedule and policy to establish appropriate fees for fire department and fire protection permits and services and to establish fines for fire code violations.

D. The Township Board wishes to appoint the Fire Chief or other Certified Inspectors designated by the Fire Chief as additional Ordinance Enforcement Officers pertaining to violations of the adopted Township Fire Code.

NOW THEREFORE the Ann Arbor Charter Township Board of Trustees adopts the following resolutions:

RESOLVED:

1. Fire Code Violation Fines. On the effective date of the Township Ordinance for Adoption of International Fire Code and NFPA Life Safety Code ("Fire Code"), the Township Board adopts the fines for violations of the Fire Code set forth in the attached September 2006 Fire Department Fine and Fee Schedule.

2. Fire Department/Permit and Miscellaneous Fees. On the effective date of the Fire Code, the Township Board amends its Fee Schedule and Policy to adopt the permit fees and miscellaneous fees set forth in the attached September 2006 Fire Department Fine and Fee Schedule.

3. Fire Code Enforcement. On the effective date of the Fire Code, the Township Board appoints the Township Fire Chief or other Certified Inspectors designated by the Fire Chief as additional Ordinance Enforcement Officers pertaining to violations of the Township Fire Code.

AYES: Rena Basch, Virginia Forshee, John Allison, Michael Moran, Gene Ragland, Richard Dieterle, Della DiPietro

NAYES: None

ABSTAIN: None

**RESOLUTION DECLARED ADOPTED.**



Michael C. Moran  
Ann Arbor Charter Township Supervisor

I certify that the foregoing is a true and complete copy of a resolution adopted by the Ann Arbor Charter Township Board, County of Washtenaw, State of Michigan, at a regular meeting held on September 18, 2006, that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.



Rena Basch, Township Clerk

Dated: September 21, 2006

**SEPTEMBER 2006 EXHIBIT A  
FINE AND FEE SCHEDULE  
ANN ARBOR TOWNSHIP FIRE DEPARTMENT  
FIRE PREVENTION DIVISION**

**ORDINANCE/FIRE CODE VIOLATION, PERMIT AND MISCELLANEOUS FEE SCHEDULE**

<b>ORDINANCE / FIRE CODE VIOLATIONS</b>	<b>MINIMUM FINE</b>	<b>MAXIMUM FINE</b>
<b>1. False Alarm</b> (Each response will be cumulative over a twelve month period beginning with the first false alarm response.)		
a. 1st Response	n/a	\$ -
b. 2nd Response	n/a	\$ 50.00
c. 3rd Response	n/a	\$ 100.00
d. 4th Response	n/a	\$ 350.00
e. Subsequent non-exempt preventable alarm	n/a	\$ 500.00
<b>2. Parking Violations</b>		
a. In front of a public or private driveway	n/a	\$ 50.00
b. Within 15 feet of a fire hydrant	n/a	\$ 55.00
c. Within 20 feet of the driveway entrance to a fire station and on the side of a street opposite the entrance to a fire station within 75 feet if the entrance is properly marked by an official sign	n/a	\$ 50.00
d. In a place or manner that blocks immediate egress from an emergency exit conspicuously marked as an exit of a building	n/a	\$ 50.00
e. In a place or manner that blocks or hampers the immediate use of an immediate egress from a fire escape conspicuously marked as a fire escape providing an emergency means of egress from a building	n/a	\$ 50.00
f. In a place or in a manner that blocks access to a space clearly designated as a fire lane	n/a	\$ 55.00
<b>3. Immediate Life Safety Violations</b> (Penalties are per each ordinance/fire code violation)		
a. Immediately abated during initial inspection	n/a	Warning
b. Non-abatement during initial inspection	Warning	\$ 100.00
c. Non-abatement on 1st re-inspection	\$ 50.00	\$ 250.00
d. Non-abatement on 2nd re-inspection	\$ 100.00	\$ 500.00
e. Non-abatement on subsequent re-inspections	\$ 250.00	\$ 500.00
f. Re-occurring life safety violations after abatement	\$ 50.00	\$ 500.00
<b>4. Fire Code Inspection Violations</b> (Penalties are per each ordinance/fire code violation)		
a. Immediately abated during initial inspection	Warning	Warning
b. Non-abatement during initial inspection	Warning	Warning
c. Non-abatement on 1st re-inspection (responsive)	Warning	\$ 100.00
d. Non-abatement on 1st re-inspection (non-responsive)	\$ 100.00	\$ 100.00
e. Non-abatement on 2nd re-inspection (responsive)	Warning	\$ 250.00

f. Non-abatement on 2nd re-inspection (non-responsive)	\$ 250.00	\$ 250.00
g. Non-abatement on 3rd or subsequent re-inspection (responsive)	Warning	\$ 500.00
h. Non-abatement on 3rd or subsequent re-inspection (non-resp.)	\$ 500.00	\$ 500.00
i. Re-occurring violations after abatement	Warning	\$ 500.00

ORDINANCE / FIRE CODE VIOLATIONS (continued)	MINIMUM FINE	MAXIMUM FINE
<b>5. Flagrant or Other Fire Code Violations</b> (Penalties are per each ordinance/fire code violation, including violations of illegal burning or violations of stop-work orders)		
a. 1st offense within a 3 year period *	Warning	\$ 500.00
b. 2nd offense within a 3 year period *	\$ 125.00	\$1,000.00
c. 3rd offense within a 3 year period *	\$ 250.00	\$2,500.00
d. 4th or subsequent violation within a 3 year period *	\$ 400.00	\$5,000.00
* determined on the basis of the date of violation(s)		

PERMIT FEES	FEE
<b>1. Permits</b>	
Special Event/Places of assembly	\$250.00
Pyrotechnical special effects material	
Fireworks - Public display inspection and permit	\$250.00
Tents, canopies and temporary membrane structures:	\$ 50.00

MISCELLANEOUS FEES	FEE
<b>1. Special Event Unit Standby Fees</b> (whenever standby is required)	
a. Rescue Unit (2 Employees)	
Per 2 hour minimum	\$ 250.00
Each additional hour or one-half hour fraction	\$ 100.00
b. Fire Apparatus (2 Employees)	
Per 2 hour minimum	\$ 450.00
Each additional hour or one-half hour fraction	\$ 100.00
Each additional employee per 2 hour minimum	\$ 50.00
Each additional hour or one-half hour fraction	\$ 25.00
c. Manpower	
Each employee per 2 hour minimum	\$ 50.00
Each additional hour or one-half hour fraction	\$ 25.00



# ELECTRICAL PERMIT APPLICATION

Permit no. \_\_\_\_\_

Ann Arbor Charter Township  
 3792 Pontiac Trail, Ann Arbor, MI 48105  
 Phone: 734-663-3418  
[www.aatwp.org](http://www.aatwp.org)

Authority: 1972 PA230  
 Completion Mandatory to obtain permit

Online permit information <http://www.aatwp.org>

## I. Job Location

Site Address			Parcel ID		
Directions to site:					
Name of Property Owner			Phone		Email address
Mailing address			Has a building permit been obtained for this project? <input type="checkbox"/> Yes <input type="checkbox"/> NO <input type="checkbox"/> NOT REQUIRED		
City/Village	State	Zip Code	Building Permit Number		

## II. Contractor/Homeowner Information (permit holder)

<input type="checkbox"/> Contractor <input type="checkbox"/> Master <input type="checkbox"/> Homeowner	Name of Electrical Contractor or Homeowner		Contractor License Number		Expiration Date
Address (Street no. and Name)			Federal Employer ID Number (or reason for exemption)		Unemployment Agency Number (or reason for exemption)
City/Village		Zip Code	Telephone number		Workers Compensation Insurance Carrier (or reason for exemption)
Email address			Fax		
Name of Master Electrician		Master License Number		Expiration Date	
Business/Branch Address			City	State	Zip Code

## III. Type of Job

<input type="checkbox"/> Single Family	<input type="checkbox"/> New	<input type="checkbox"/> Special Inspection	<input type="checkbox"/> Premanufactured Home Setup (State Approved)
<input type="checkbox"/> Other	<input type="checkbox"/> Alteration	<input type="checkbox"/> Service Only	<input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)

## IV. Plan Review Required

Plans must be submitted with an Application for Plan Examination and the appropriate deposit before a permit can be issued, except as listed below.

Plans are not required for the following:

- When the electrical system rating does not exceed 400 amps and the building is not over 3,500 square feet in area.
- Work completed by a governmental subdivision or state agency costing less than \$15,000.00

If the work being performed is described above, check below **"Plans Not Required"**

**Plans are required** for all other building types and shall be prepared by or under the direct supervision of an architect or engineer licensed pursuant to 1980 PA 299 and shall bear that architect's or engineer's seal and signature.

**Plans Not Required**-If plan review is required see back side fee schedule Item #34; Minimum \$60.00 first hour, \$50.00 for each hour thereafter.

## V. Homeowner Affidavit

I hereby certify the Electrical work described on this permit application shall be **installed by myself in my own home** in which I am living or about to occupy. All work shall be installed in accordance with the Michigan Electrical Code and **shall not be enclosed, covered up, or put into operation** until it has been **inspected and approved** by an Ann Arbor Township electrical inspector. I will cooperate with the electrical inspector and assume the responsibility to arrange for required inspections.

## VI. Applicant Signature

Section 23a of the State Construction Code Act of 1972, 1972 PA 230, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or residential structure. Violators of section 23a are subjected to civil fines.	
Signature of Licensee or Homeowner (Homeowner's signature indicates compliance with Section V Homeowner Affidavit)	Date
Printed name	

**VII. Fee Clarifications**

**ITEM #25 & #26 MOBILE HOME UNIT SITE:**

When installing a site service in a park, the permit applicant must include the application fee, plus the number of park sites (pedestals).  
 When setting a HUD mobile home in a park, a permit must include the application fee and a feeder. This shall be done by a licensed electrical contractor.  
 When setting a HUD mobile home or a Pre-manufactured home on private property, a permit must include the application fee, service and feeder.

**Description of work to be performed:**

**VIII. Fee Chart - Enter the number of items being installed, multiply by the unit price for total fee.**

	FEE	QTY	TOTAL		FEE	QTY	TOTAL
1. Application Fee (non-refundable)	40.00	1	40.00	18. Units up to 20 K.V.A. or H.P. Generator or Motor (SEE REQUIREMENTS)	25.00		
2. Service: Temporary Thru 200 AMP	25.00			19. Units 21 to 50 K.V.A. or H.P. Generator or Motor (SEE REQUIREMENTS)	35.00		
3. Over 200 Amp Thru 600 Amp	35.00			20. Units 51 K.V.A. or H.P. or Over Generator or Motor (SEE REQUIREMENTS)	50.00		
4. Over 600 Amp Thru 800 Amp	50.00			21. Fire Alarms (per device) - Minimum \$65.00	5.00 each		
5. Over 800 Amp Thru 1200 Amp	75.00			22. Energy Retrofit-Temp Control	45.00		
6. Over 1000 Amp GFI Only	100.00			23. Conduit only; or grounding only	45.00		
7. Circuits	6.00			24. Swimming Pools/Hot Tubs	50.00		
8. Lighting Fixtures - per 25	10.00			25. Mobile Home Park Site Feeder Connection	35.00		
9. Dishwasher/Disposal	6.00			26. Pedestals Only	20.00		
10. Furnace - Unit Heater	10.00			27. Smoke Detectors / co2	5.00		
11. Electrical Heating Unit (baseboard / room0	5.00			28. Additional Inspection/ Rough/ Special	40.00		
12. Power Outlets (Ranges, Dryers, etc.)	10.00			29. Final Inspection	40.00		
13. Signs	35.00			30. License Registration (Per cycle)	10.00		
14. Air Conditioning	25.00			31. Solar System	50.00		
15. Lift pumps / Well / Sump	10.00			32. EV Charger Level 1 (120 volt) – residence	50.00		
16. Feeder-Bus Ducts, etc. – per 50'	10.00			33. EV Charger Level 2 (240 volt) - residence	75.00		
17. Electric Waterless Hot Water Heater	5.00			34. Plan Review (\$40 GENERATORS ONLY)			
				<b>Total Fees:</b>			

\* See fee clarifications section VII above

Make checks payable to: **Ann Arbor Charter Township**

**IX. Instructions for Completing Application**

GENERAL: Electrical work shall not be started until the application for permit has been filed with Ann Arbor Township. All installations shall be in conformance with the State Electrical Code. **No work shall be concealed until it has been inspected and approved.**  
 The inspection telephone number will be provided on the permit form. When ready for inspection, call Ann Arbor Township providing as much advance notice as possible. The inspection department will need the **job address** and **permit number**.

EXPIRATION OF PERMIT: A permit remains valid as long as work is progressing, and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within six months after issuance of the permit or if the authorized work is suspended or abandoned for a period of six months after the time of commencing the work. **A PERMIT WILL BE CANCELLED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CANCELLED PERMITS CANNOT BE REFUNDED OR REINSTATED.**



## Ann Arbor Charter Township

3792 Pontiac Trail  
Ann Arbor, Michigan 48105-9656  
734-663-3418 Fax 734-663-6678  
[www.aatwp.org](http://www.aatwp.org)

Diane O'Connell, Supervisor  
Rena Basch, Clerk  
Carlene Colvin-Garcia, Treasurer

John Allison, Trustee  
Michael Moran, Trustee  
Kristine Olsson, Trustee  
Rodney Smith, Trustee

### The following is required of all **GENERATOR PERMITS**:

- Land Use – Zoning application, Electrical application and Mechanical application
- Drawing/site plan showing location of generator; generator allowed on side or rear of home only
- Ground view picture of home showing proximity to doors and windows
- Generators must be 10 feet from operational windows, doors and any furnace or house intake or provide for review an alternative measurement for compliance
- Exhaust must face away from home
- Homeowner Association Approval or letter from Homeowner stating that HOA does not exist
- Compliance w/ code sections M1506.3 and R303.5.2



# MECHANICAL PERMIT APPLICATION

Ann Arbor Charter Township  
 3792 Pontiac Trail, Ann Arbor, MI 48105  
 Phone: 734-663-3418  
[www.aatwp.org](http://www.aatwp.org)

Permit no. \_\_\_\_\_

Authority: 1972 PA230  
 Completion mandatory to obtain permit

## I. Job Location

**Online permit information** <http://www.aatwp.org>

Site Address		Parcel ID
Directions to site:		
Name of Property Owner	Phone	Email address
Mailing address	Has a building permit been obtained for this project? <input type="checkbox"/> Yes <input type="checkbox"/> NO <input type="checkbox"/> NOT REQUIRED	
City/Village	State	Zip Code
Building Permit Number		

## II. Contractor/Homeowner Information (permit holder)

<input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner	Name of Mechanical Contractor or Homeowner	License Number	Expiration Date
Address (Street no. and Name)		Federal Employer ID Number (or reason for exemption)	Unemployment Agency Number (or reason for exemption)
City/Village	Zip Code	Workers Compensation Insurance Carrier (or reason for exemption)	
Telephone	Fax	Email address	

## III. Type of Job

<input type="checkbox"/> Single Family <input type="checkbox"/> Other	<input type="checkbox"/> New <input type="checkbox"/> Alteration	<input type="checkbox"/> Special Inspection <input type="checkbox"/> LP Tank	<input type="checkbox"/> Pre-manufactured Home Setup (State Approved) <input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)
--	---	---	---

## IV. Plan Review Required

Plans must be submitted with an Application for Plan Examination and the appropriate deposit before a permit can be issued, except as listed below.

Plans are not required for the following:

1. One-and Two-Family dwellings when the total building heating/cooling system input rating is 375,000 BTU's or less.
2. Alterations and repair work determined by the mechanical official to be of a minor nature.
3. Business, mercantile, and storage buildings having HVAC equipment only, with one fire area and not less than 3,500 square feet.
4. Work completed by a governmental subdivision or state agency costing less than \$15,000.00.

If the work being performed is described above, check below **"Plans Not Required"**.

What is the building size in square footage? \_\_\_\_\_ What is the input rating of the heating system in this building? \_\_\_\_\_

**Plans are required** for all other building types and shall be prepared by or under the direct supervision of an architect or engineer licensed pursuant to 1980 PA 299 and shall bear that architect's or engineer's seal and signature.

**Plans Not Required**-If plan review is required see back side fee schedule Item #17; Minimum \$60.00 first hour, \$50.00 for each hour thereafter.

## V. Homeowner Affidavit

I hereby certify the mechanical work described on this permit application shall be **installed by myself in my own home** in which I am living or about to occupy. All work shall be installed in accordance with the Michigan Mechanical Code and **shall not be enclosed, covered up, or put into operation** until it has been **inspected and approved** by an Ann Arbor Township mechanical inspector. I will cooperate with the mechanical inspector and assume the responsibility to arrange for required inspections.

## VI. Applicant Signature

**Section 23a of the State Construction Code Act of 1972, 1972 PA 230, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or residential structure. Violators of section 23a are subjected to civil fines.**

Signature of Licensee or Homeowner (Homeowner's signature indicates compliance with Section V Homeowner Affidavit)	Date
Printed name	

**VII. Fee Clarifications**

**ITEM #2 RESIDENTIAL HEATING SYSTEM:**

This item is used for the installation of a heating system in a new residential structure. Item #8; Gas Piping and item #16; Duct, **SHOULD NOT BE** charged.

Replacement systems should be itemized.

**ITEM #4 RESIDENTIAL BOILER:**

A Residential Boiler must be installed by a licensed boiler installer.

**ITEM #12 TANKS:**

A homeowner must own tank to install. If the homeowner does not own tank, a licensed mechanical contractor must install tank.

**Description of work to be performed:**

**VIII. Fee Chart - Enter the number of items being installed, multiply by the unit price for total fee.**

	FEE	QTY	TOTAL		FEE	QTY	TOTAL
<b>1. Application Fee (non-refundable)</b>	<b>40.00</b>	<b>1</b>	<b>40.00</b>	18. Commercial Hoods	35.00		
2. Residential Heating System (includes duct & pipe) <i>New Buildings Only (see section VII)</i>	75.00			19. Air Handlers: Under 10,000 CFM Over 10,000 CFM	30.00 75.00		
3. Gas/Oil Burning Equipment (Furnace) New and/or Conversion Units	50.00			20. Fire Suppression / Protection minimum fee 45.00	1.00 Per head		
4. Residential Boiler (see section VII)	50.00			21. Heat Recovery Unit	10.00		
5. Water Heater	35.00			22. V.A.V. Boxes	20.00		
6. Solid Fuel Equipment (includes chimney) / Gas burning fireplace	30.00			23. Unit Ventilators	10.00		
7. Chimney, Factory built- installed separately	40.00			24. Unit Heaters (Terminal Units)	25.00		
8. Gas Piping; each opening- new installation (Residential)	5.00			25. Evaporator Coils	30.00		
9. Pressure Test (Req. for Natural and LP)	32.00			26. Refrigeration (Split Systems)	30.00		
10. Air Conditioning (includes split system)	30.00			27. Chiller	30.00		
11. Fans; Bath & Kitchen exhaust	15.00			28. Cooling Towers	30.00		
12. Tanks- * LP Requires pressure test #10 ___ Above ground ___ Underground	25.00			29. Compressor	30.00		
13. Heat pumps	30.00			30. Mobile Home Park – Each Site	30.00		
14. Humidifiers/Air Cleaner	10.00			31. Special Safety Inspection	50.00		
15. Piping -minimum fee 25.00	.05/ ft			32. Rough / Additional Inspection	40.00		
16. Duct - minimum fee 25.00	.10/ ft			33. Final Inspection	40.00		
17. Plan Review Fee				34. License Registration – per cycle	10.00		
				<b>Total Fees:</b>			

\* See fee clarifications section VII above

Make checks payable to: **Ann Arbor Charter Township**

**IX. Instructions for Completing Application**

GENERAL: Mechanical work shall not be started until the application for permit has been filed with Ann Arbor Township. All installations shall be in conformance with the State Mechanical Code. **No work shall be concealed until it has been inspected and approved.** The inspection telephone number will be provided on the permit form. When ready for inspection, call Ann Arbor Township providing as much advance notice as possible. The inspection department will need the **job address** and **permit number**.

EXPIRATION OF PERMIT: A permit remains valid as long as work is progressing, and inspections are requested and conducted. A permit shall become invalid if the authorized work does not commence within six months after issuance of the permit or if the authorized work is suspended or abandoned for a period of six months after the time of commencing the work. **A PERMIT WILL BE CANCELLED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CANCELLED PERMITS CANNOT BE REFUNDED OR REINSTATED.**



# PLUMBING PERMIT APPLICATION

Ann Arbor Charter Township  
 3792 Pontiac Trail, Ann Arbor, MI 48105  
 Phone: 734-663-3418  
[www.aatwp.org](http://www.aatwp.org)

Permit no. \_\_\_\_\_

Authority: 1972 PA230  
 Completion Mandatory to obtain permit

## I. Job Location Online permit information <http://www.aatwp.org>

Site Address			Parcel ID		
Directions to site:					
Name of Property Owner			Phone		Email address
Mailing address			Has a building permit been obtained for this project? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> NOT REQUIRED		
City/Village	State	Zip Code	Building Permit Number		

## II. Contractor/Homeowner Information (permit holder)

<input type="checkbox"/> Contractor <input type="checkbox"/> Master <input type="checkbox"/> Homeowner	Name of Plumbing Contractor or Homeowner		Contractor License Number		Expiration Date
Address (Street no. and Name)			Federal Employer ID Number (or reason for exemption)	Unemployment Agency Number (or reason for exemption)	
City/Village	Township	Zip Code	Telephone number	Workers Compensation Insurance Carrier (or reason for exemption)	
Email address			Fax		
Name of Master Plumber		Master License Number		Expiration Date	
Business/Branch Address			City	State	Zip Code

## III. Type of Job

<input type="checkbox"/> Single Family	<input type="checkbox"/> New	<input type="checkbox"/> Special Inspection	<input type="checkbox"/> Pre-manufactured Home Setup (State Approved)		
<input type="checkbox"/> Other	<input type="checkbox"/> Alteration	<input type="checkbox"/> Sewer	<input type="checkbox"/> Water	<input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)	

## IV. Plan Review Required

Plans must be submitted with an Application for Plan Examination and the appropriate deposit before a permit can be issued, except as listed below.

Plans are not required for the following:

1. One-and Two-Family dwellings containing not more than 3,500 square feet of building area.
2. Alterations and repair work determined by the mechanical official to be of a minor nature.
3. Buildings with a required fixture count less than 12.
4. Work completed by a governmental subdivision or state agency costing less than \$15,000.00

If the work being performed is described above, check below **"Plans Not Required"**

**Plans are required** for all other building types and shall be prepared by or under the direct supervision of an architect or engineer licensed pursuant to 1980 PA 299 and shall bear that architect's or engineer's seal and signature.

**Plans Not Required**-If plan review is required see back side fee schedule Item #13; Minimum \$60.00 first hour, \$50.00 for each hour thereafter.

## V. Homeowner Affidavit

I hereby certify the plumbing work described on this permit application shall be **installed by myself in my own home** in which I am living or about to occupy. All work shall be installed in accordance with the Michigan Plumbing Code and **shall not be enclosed, covered up, or put into operation** until it has been **inspected and approved** by an Ann Arbor Township plumbing inspector. I will cooperate with the plumbing inspector and assume the responsibility to arrange for required inspections.

## VI. Applicant Signature

**Section 23a of the State Construction Code Act of 1972, 1972 PA 230, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or residential structure. Violators of section 23a are subjected to civil fines.**

Signature of Licensee or Homeowner (Homeowner's signature indicates compliance with Section V Homeowner Affidavit)	Date
Printed name	

**VII. Fee Clarifications**

ITEM #2 FIXTURES, FLOOR DRAINS, SPECIAL DRAINS, & WATER CONNECTED APPLIANCES INCLUDE:					
Water Closets	Sink (any description)	Slop sink	Drinking fountain	Floor Drain	Connection to Make up water system
Bathtub	Emergency Eye Wash	Bidet	Condensate Drain	Roof Drain	Connection to Heating System
Lavatories	Emergency Shower	Cuspidor	Washing Machine	Grease Trap	Connection to Filters
Shower Stall	Garbage Grinder	Dishwasher	Acid Waste Drain	Starch Trap	Connection to Sprinkler System (Irrigation)
Laundry Tray	Water Outlet Cooler	Refrigerator	Embalming Table	Plaster Trap	Water Connected Sterilizer
Urinal	Ice Making Machine	Water Heater	Bed Pan Washer	Water Softener	Water Connected Dental Chair
Autopsy	Water Connected Still				Water Connected to Carbonated Beverage Dispenser

**ITEM #3 DOMESTIC WATER TREATMENT AND FILTER EQUIPMENT:** A license is not required for the installation of domestic water treatment and filtering equipment that requires modification to an existing cold-water distribution supply and associated water piping in buildings if a permit is secured, required inspections performed, and the installation complies with the applicable code. If the enforcing agency determines a violation exists, it shall be corrected by the responsible installer. The permit application shall include the application fee, the number of water treatment devices recorded in item #3; number of drains in item #2; and the appropriate water distribution (system) pipe size fee.

**ITEM #22 MOBILE HOME UNIT SITE:** WHEN item is used for sewer excavations in a new park, the permit application should include the application fee plus the number of unit sites. WHEN setting a mobile home in a park, or a modular home on private property, a permit should include the application fee, a sewer or building drain, and a water service.

**Description of work to be performed:**

**VIII. Fee Chart -** Enter the number of items being installed, multiply by the unit price for total fee.

	FEE	QTY	TOTAL
<b>1. Application Fee (non-refundable)</b>	<b>40.00</b>	<b>1</b>	<b>40.00</b>
2. Fixtures, floor drains, special drains, water connected appliances	5.00 ea		
3. Water treatment /filtering system*	27.00		
4. Stacks (soil, waste, vent and conductor)	5.00 ea		
5. Sewage ejectors, sumps	5.00 ea		
6. Water Heater	27.00		
7 & 8. Main Water Service			
<input type="checkbox"/> 7. 2" or less copper only	27.00		
<input type="checkbox"/> 8. Over 2" ductile only	50.00		
9. Connection - bldg. drain – bldg. sewers	5.00		
10. Sewers; (sanitary, storm, or combined)	27.00		
11. Pressure Test (Water & DWV)	6.00 ea		
12. Manholes, Catch Basins	5.00 ea		
13. Plan Review Fee			

\* See fee clarifications section VII above

	FEE	QTY	TOTAL
<b>Water Distributing Pipe (system)</b>			
14. ¾" Water Distribution Pipe	5.00		
15. 1" Water Distribution Pipe	10.00		
16. 1-1/4" Water Distribution Pipe	15.00		
17. 1-1/2" Water Distribution Pipe	20.00		
18. 2" Water Distribution Pipe	25.00		
19. Over 2" Water Distribution Pipe	30.00		
20. Back-flow preventer	5.00 ea		
21. Medical Gas System	50.00		
22. Mobile Home Park – Each Site*	30.00		
23. Special Safety Inspection	50.00		
24. Shower Pan Inspection	40.00 ea		
25. Rough / Additional Inspection	40.00		
26. Final Inspection	40.00		
27. License Registration (per cycle)	10.00		
<b>Total Fees:</b>			

Make checks payable to: **Ann Arbor Charter Township**

**IX. Instructions for Completing Application**

**GENERAL:** Plumbing work shall not be started until the application for permit has been filed with Ann Arbor Township. All installations shall be in conformance with the State Plumbing Code. **No work shall be concealed until it has been inspected and approved.** The inspection telephone number will be provided on the permit form. When ready for inspection, call Ann Arbor Township, providing as much advance notice as possible. Provide the job address and permit number.

**EXPIRATION / CANCELLATION OF PERMIT:** A permit remains valid as long as work is progressing, and inspections are requested and conducted. A permit shall become invalid if the authorized work does not commence within six months after issuance of the permit or if the authorized work is suspended or abandoned for a period of six months after the time of commencing the work. **A PERMIT WILL BE CANCELLED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CANCELLED PERMITS CANNOT BE REFUNDED OR REINSTATED.**

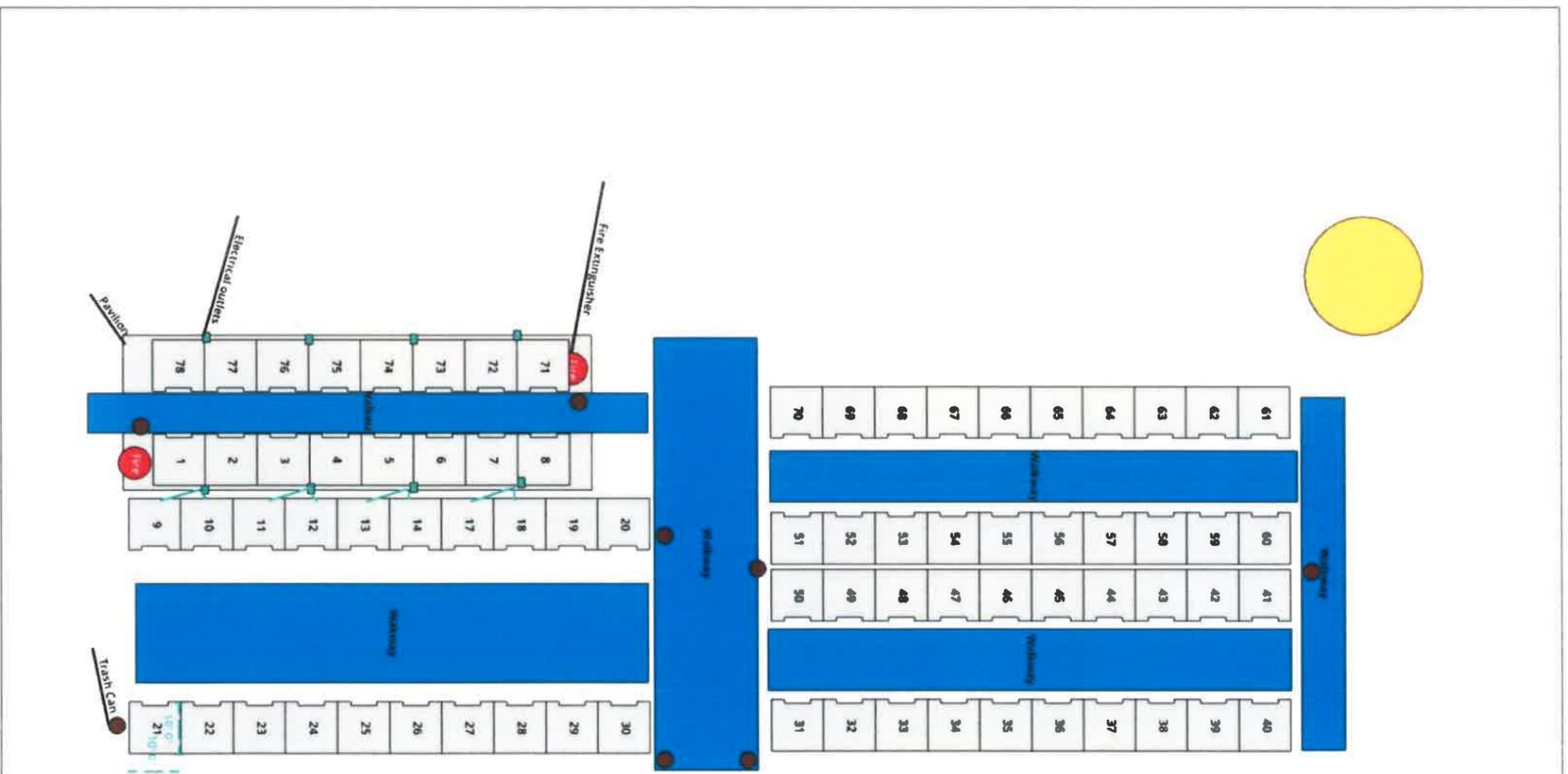
Food Truck(s)



Entrance for  
 → overflow  
 off map

Evacuation plan & EMS & Sheriff staging areas





Pavilion area for Fall Fest - October 18, 2025 at 10:00 AM

**ANN ARBOR TOWNSHIP**

**Special Event**

**Permit No: P25SE0014**

Building Department  
Phone: (734) 663-3418

3792 Pontiac Trail

Ann Arbor, MI 48105

Hours: Monday-Thursday 8:00 am - 4:30 pm  
Friday - CLOSED

Property Location

DOMINO'S PETTING FARM

Owner/Occupant

**3001 EARHART ROAD**

3770 EARHART RD

**I -09-90-100-002**

ANN ARBOR MI 48105

Contractor

Issued:

Expire Date:

**Please call 734-663-3418 for an Inspection  
24 hours in advance.**

**Work Description:**

ANNUAL FALL FEST ON OCTOBER 18-19, 2025.

THE FALL FEST AT THE PETTING FARM, CONSISTING OF APPROXIMATELY 50 VENDORS ALONG WITH A FOOD TRUCK, JUGGLER, ESCAPE ROOM AND FORD TRUCKS.

**Stipulations:**

THIS PERMIT MUST BE POSTED IN A VISABLE AREA OF THE EVENT.

THE FIRE CHIEF MUST INSPECT BOTH THE FESTIVAL LAYOUT AND THE FOOD TRUCKS PRIOR TO EVENT.

IF THIS IS NOT DONE THE PERMIT WILL NOT BE VALID. CHIEF CAN BE REACHED AT 734-741-5900.

THANK YOU!

**Permit Item**

**Work Type**

**No. of Items**

**Item Total**

Special Event

Special Event

1.00

\$250.00



**Peter Pace, Building Official**

**Grand Total: \$250.00**

This permit is only for the work described, and does not grant permission for additional or related work which requires separate permits. This permit will expire, and become null and void if work is not started within 180 days, or if work is suspended or abandoned for a period of 180 days after work has commenced; and, that the permit holder is responsible for assuring all required inspections are requested in conformance with the applicable code. It is assumed that the proposed work is authorized by the owner, and that the permit holder is authorized by the owner to secure this permit. The permit holder agrees to conform to all applicable laws of the State of Michigan and the local jurisdiction.

**Payment of permit fee constitutes acceptance of the above terms.**

## Jennifer Morris

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**From:** Adam Bishop <abishop@pettingfarm.com>  
**Sent:** Wednesday, September 10, 2025 2:49 PM  
**To:** 'rushe@washtenaw.org'  
**Subject:** Event at The Petting Farm

This is to notify you of an event at The Petting Farm on Oct. 18<sup>th</sup> and 19<sup>th</sup> as requested by the Ann Arbor Township board. Here at The Petting Farm, we will be having our Fall Fest where we expect around 600 people to attend throughout the day. There will be food trucks and hayrides, and family friendly activities. Please respond that you have been notified so that I can bring that to the Ann Arbor township board.

### Adam Bishop



**Manager The Petting Farm**

Cell: 734.368.1648

Email: [abishop@pettingfarm.com](mailto:abishop@pettingfarm.com)

Website: [www.pettingfarm.com](http://www.pettingfarm.com)





24 Frank Lloyd Wright Drive  
P.O. Box 445  
Ann Arbor, MI 48106-0445  
[www.dominosfarms.com](http://www.dominosfarms.com)

August 18, 2025

Ann Arbor Charter Township  
3792 Pontiac Trail  
Ann Arbor, Michigan 48105

Re: Special Events Permit Application

Dear Ann Arbor Township:

Domino's Farms Corporation, the management company for DF Land Development, LLC, the title owner of 3770 Earhart Road (I-09-12-300-028) hereby authorizes The Petting Farm at Domino's Farms, a Michigan non-profit corporation, to submit a Special Events Permit Application to host their annual Fall Fest on October 18-19, 2025.

Respectfully,

John J. Petz  
Director, Real Estate & Public Affairs

# ANN ARBOR CHARTER TOWNSHIP

3792 Pontiac Trail Ann Arbor, MI 48105  
Phone 734-663-3418 Fax 734-663-6678  
www.aatwp.org

## SPECIAL EVENTS PERMIT APPLICATION

Chapter 10, Article II of the  
Ann Arbor Township Code of Ordinances

Application must be submitted 60 days prior to the event along with Permit Fee of \$ \_\_\_\_\_

Name of Applicant: Adam Bishop on behalf of The Petting Farm

Address of Applicant: 3001 Earhart Rd

Phone No. of Applicant: 734-368-1648 Email abishop@pettingfarm.com

Property Owner's Name where event is being held: \_\_\_\_\_

Address of event: 3001 Earhart Rd

Date of Event: 10/18-10/19 Hours of Event: 10/18 10am-4pm 10/19 12pm-6pm

Describe proposed assembly: Craft fair in addition to regular petting farm

admission. On 10/18 a juggler will be present and on 10/19 an escape room will be present. Food trucks will be present both days

Estimate of maximum number of attendees: 600

### Include the following (provide drawings where applicable):

- Proof of ownership of site where event is to occur. Where applicant does not own the property, the applicant shall submit an affidavit from owner showing consent to use of site
- Police and fire protection
- Food and water supply and facilities
- Health and sanitation facilities
- Medical facilities and services, including emergency vehicles and equipment
- Vehicle access and parking facilities
- Camping and trailer facilities if overnight stays are anticipated
- Illumination facilities
- Communication facilities
- Facilities for clean up and waste disposal
- Noise control and abatement
- Insurance and bonding arrangements
- All structures located on the site

Adam Bishop  
Signature of Applicant

8/18/25  
Date

Township Board Approval \_\_\_\_\_ Date \_\_\_\_\_

Permit Approved \_\_\_\_\_ By: \_\_\_\_\_ Date \_\_\_\_\_

Conditions: \_\_\_\_\_

Pre-event Approved \_\_\_\_\_ By: \_\_\_\_\_ Date \_\_\_\_\_

Clean-up (after event) Approved \_\_\_\_\_ By: \_\_\_\_\_ Date \_\_\_\_\_



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/18/2025

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 have ADDITIONAL INSURED provisions or 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> Hylant - Ann Arbor 201 Depot Street Ann Arbor MI 48104	<b>CONTACT NAME:</b> Silvia Oriani <b>PHONE (A/C, No, Ext):</b> 734-741-0044 <b>E-MAIL ADDRESS:</b>	<b>FAX (A/C, No):</b> 734-741-1850
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Domino's Farms Petting Farm P.O. Box 373 Ann Arbor, MI 48106	INSURER A : Zurich American Insurance Co      NAIC # 16535	
	INSURER B : American Guarantee & Liability Ins Co      26247	
	INSURER C :	
	INSURER D :	
	INSURER E :	

**COVERAGES**

CERTIFICATE NUMBER: 1339676456

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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: Subj to \$2M Agg			7439208	4/30/2025	4/30/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			7439208	4/30/2025	4/30/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0			7109863	4/30/2025	4/30/2026	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
B	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	7439207	4/30/2025	4/30/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

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

Re: October 18th and 19th Fall Fest Event with 2 food trucks, a craft fair, family friendly activities and hayrides.

Additional Insured for General Liability, as required by written contract, subject to the terms, conditions, and exclusions of the policy - Ann Arbor Charter Township.

**CERTIFICATE HOLDER****CANCELLATION**

Ann Arbor Charter Township 3792 Pontiac Trail Ann Arbor MI 48105	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 <i>Nicholas E. Hylant</i>

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# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/18/2025

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 have ADDITIONAL INSURED provisions or 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> Hylant - Ann Arbor 201 Depot Street Ann Arbor MI 48104	<b>CONTACT NAME:</b> Silvia Oriani <b>PHONE (A/C, No, Ext):</b> 734-741-0044 <b>E-MAIL ADDRESS:</b> <b>FAX (A/C, No):</b> 734-741-1850																				
	<table border="1"> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A : Zurich American Insurance Co</td> <td></td> <td>16535</td> </tr> <tr> <td>INSURER B : American Guarantee &amp; Liability Ins Co</td> <td></td> <td>26247</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 : Zurich American Insurance Co		16535	INSURER B : American Guarantee & Liability Ins Co		26247	INSURER C :			INSURER D :			INSURER E :			INSURER F :	
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<b>INSURED</b> Domino's Farms Petting Farm P.O. Box 373 Ann Arbor, MI 48106	AVEMA-2																				

**COVERAGES**

CERTIFICATE NUMBER: 1339676456

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 INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: Subj to \$2M Agg		7439208	4/30/2025	4/30/2026	EACH OCCURRENCE	\$ 1,000,000
						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
						MED EXP (Any one person)	\$ 10,000
						PERSONAL & ADV INJURY	\$ 1,000,000
						GENERAL AGGREGATE	\$ 2,000,000
						PRODUCTS - COMP/OP AGG	\$ 2,000,000
							\$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY		7439208	4/30/2025	4/30/2026	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
						BODILY INJURY (Per person)	\$
						BODILY INJURY (Per accident)	\$
						PROPERTY DAMAGE (Per accident)	\$
							\$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0		7109863	4/30/2025	4/30/2026	EACH OCCURRENCE	\$ 10,000,000
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						E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
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DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: October 18th and 19th Fall Fest Event with 2 food trucks, a craft fair, family friendly activities and hayrides.

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**CERTIFICATE HOLDER****CANCELLATION**
 Ann Arbor Charter Township  
 3792 Pontiac Trail  
 Ann Arbor MI 48105

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

3 portable toilets + 1  
handwashing station



Men's and  
womens  
restroom

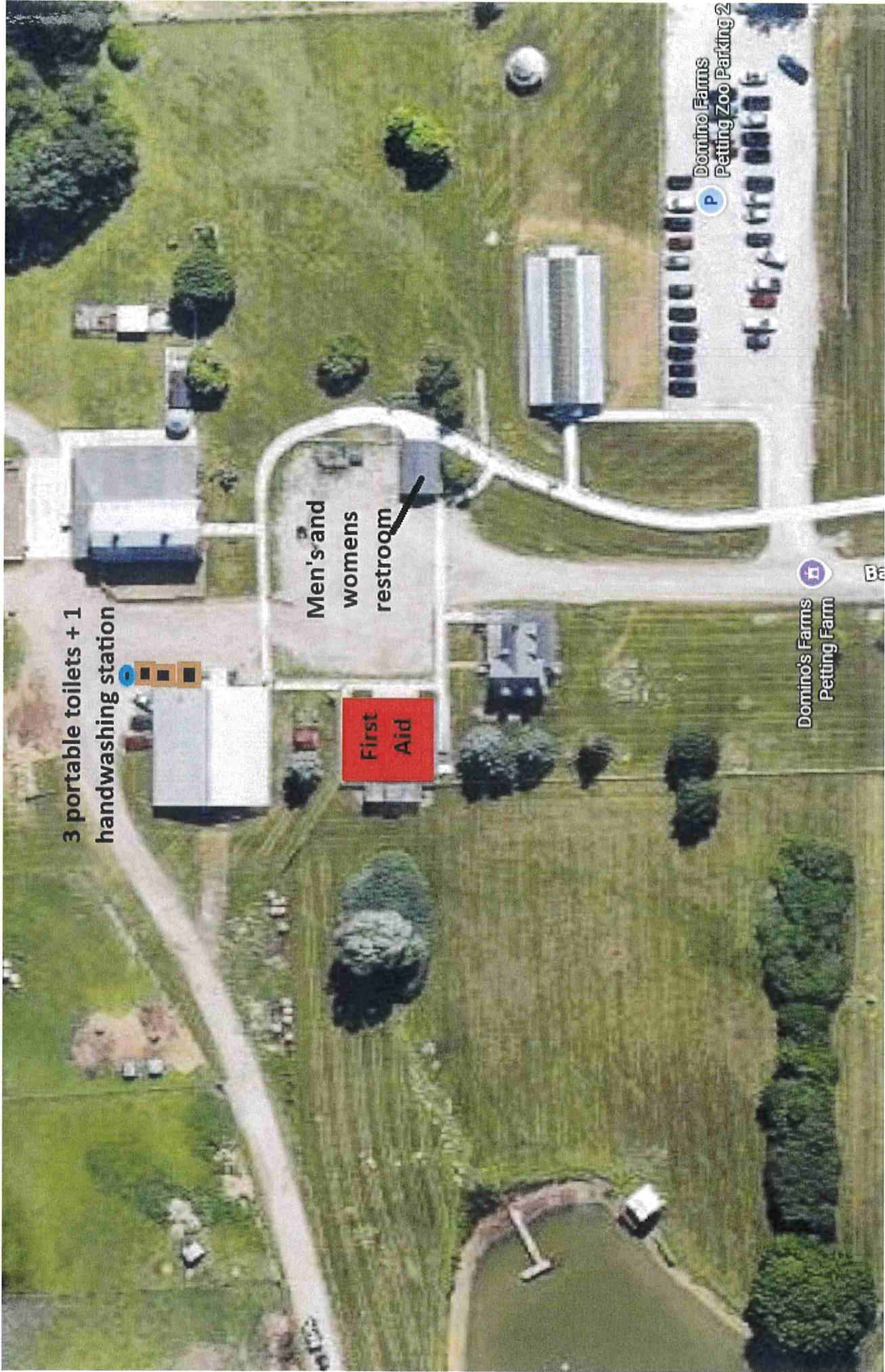
First  
Aid



Domino's Farms  
Petting Farm



Domino Farms  
Petting Zoo Parking 2



**ANN ARBOR CHARTER TOWNSHIP  
BOARD OF TRUSTEES  
ORDINANCE TO AMEND CHAPTER 30, FIRE DEPARTMENT,  
SECTION 66, "CHARGES IMPOSED"  
NO. 25-\_\_\_\_**

\_\_\_\_\_, 2025

The Ann Arbor Charter Township Board of Trustees ordains and adopts the following amendment to Chapter 30, Fire Department, Section 63 "Charge for services or incidents" and Section 66, "Charges imposed," of the Township Code of Ordinances, [new language underlined, deleted language ~~stricken~~]:

**Section 1. Amendment of Section 30-63.**

CHAPTER 30, Section 30-63, is amended to read as follows:

Sec. 30-63. - Charge for services or incidents.

Any recipient of Fire Department services or any person involved in the incidents listed in subsections (1) through (6) of this section shall pay billable charges for such services in accordance with section 30-66.

(1) ~~Medical first response~~, Technical rescue, extrication, or other non-medical Fire Department services provided for any accident or fire involving or related to any motor vehicle, trailer, aircraft, boat, snowmobile, watercraft or other vehicle owned or operated by a nonresident of the Township.

~~(2) Fire Department response to any fire which could be set with a permit but for which a permit has not been obtained.~~

~~(3)~~ Fire Department response to any fire which could be set with a permit but which becomes uncontrolled regardless whether a permit was obtained.

~~(4)~~ ~~Medical first response~~, Technical rescue, extrication or other Fire Department services provided to any nonresident of the Township within the public areas of the Township such as golf courses, rivers, parks, roads or highways. Occupants of long term care facilities in the Township are considered residents for the purposes of this section.

~~(5)~~ Fire Department response to an illegal fire such as burning tires or processed lumber or other fires contrary to this chapter or other laws or ordinances, with charges payable by the person or persons causing or responsible for such illegal fire.

~~(6)~~ Fire Department response to an activity, event or incident in violation of applicable laws, ordinances or regulations, such as illegal use of fireworks, malicious destruction of property or other illegal activity, event or incident, with the charges payable by the person or persons causing or responsible for such illegal activity, event or incident.

~~(7)~~ Costs incurred by Fire Department response to an activity, event, or incident that, in the determination of the Fire Department, requires a specialized, technical, or hazardous materials

response, with the actual costs payable by the property owner of the property upon which the activity, event, or incident occurs, or if on public ROW, then payable by the person or persons responsible for such activity, event or incident.

## **Section 2. Amendment of Section 30-66.**

CHAPTER 30, Section 30-66, is amended to read as follows:

Sec. 30-66. - Charges imposed.

(a) Any recipient of the services described in section 30-63 shall be responsible for payment of all costs or expenses as established by resolution, incurred by the Township in providing such services. Costs established by resolution may include ~~including~~ but are not limited to:

- (1) Costs or expenses incurred by the Township Fire Department and other public officials or body, including all actual out-of-pocket expenses attributable to the services, costs of equipment, operations and personnel, costs of materials used and other incidental costs incurred by the Township as a result of the services;
- (2) Other expenses incurred by the Township or its agents in providing the services, including equipment, labor, consultants, legal and engineering fees, the replacement costs of extinguishing agents, and supplies; and
- (3) Costs incurred in accounting for the services rendered, including billing and collecting costs and attorneys fees, including the costs of dispatch services.

(b) Specific charges for ~~certain~~ of these services shall be as established by resolution.

## **Section 3. Effective Date.**

This Ordinance shall take effect upon publication as provided by law.

## **Section 4. Repealer.**

All ordinances inconsistent with the provisions of this ordinance are repealed but only to the extent to give this ordinance full force and effect.

**Section 5. Savings Clause.**

This ordinance does not nullify, impact or modify the enforcement or collection of any charges due under Sections 30-63 and 30-66 as of the effective date of this ordinance, or the enforcement or collection of any charges that could have been imposed or collected prior to the effective date of this ordinance.

Motion By:

Second By:

YEAS:

NAYS:

Abstain:

Absent:

**ORDINANCE DECLARED ADOPTED.**

ANN ARBOR CHARTER TOWNSHIP BOARD  
OF TRUSTEES

By: \_\_\_\_\_  
Diane O’Connell, Supervisor

By: \_\_\_\_\_  
Kristine Bolhuis, Clerk

First Reading: August 18, 2025

Second Reading:

Adopted by Board:

Published and Effective: \_\_\_\_\_, 2025 (upon publication)

# ANN ARBOR CHARTER TOWNSHIP

## Township Board of Trustees Rules

Adopted May 16, 2022

### 1. AUTHORITY

**1. Authority.** These rules are adopted by the board of a charter township pursuant to the provisions of [Section 42.7](#) of the Compiled Laws of Michigan.

### 2. MEETINGS

**2.1. Regular schedule.** The Township Board shall meet on the third Monday of each month in regular session unless otherwise specified by the Board. Annually, the Township Board shall adopt by resolution a schedule of the regular meetings of the Township Board in accordance with the foregoing.

**2.2. Special meetings.** The Township Board shall meet in special session at the call of the Clerk upon the written request of the Supervisor or two members of the Township Board. Notice of special meetings shall be given to the public in accordance with Rule 3.3 and to each Township Board member at least 48 hours in advance of the special meeting. Such notice shall be served personally and/or emailed with phone notification by the Township Clerk or their designee. The notice shall also contain the time, place, and purpose of the meeting.

**2.3. Place of meeting.** Regularly scheduled meetings shall be held in the Township Hall. Whenever the regular meeting place of the Township Board appears to be inadequate to accommodate all of the public expected to attend, the Supervisor and Clerk may change the meeting to a larger facility located in the Township. A notice of such change shall be posted on the Township website, and prominently posted on the door or bulletin board of the regular meeting place. The Clerk shall also give notice of such change in the place of meeting in a newspaper if time permits.

**2.4. Time of meetings.** Regularly scheduled meetings shall begin at 7:30pm unless the Board shall by majority vote of members present at a meeting at which a quorum is present set a different starting time. The Township Board shall not begin considering any matter on the agenda not yet under consideration by the hour of 10:30 P.M. except by majority consent of the members present. Matters on the agenda and not yet acted upon at the time of adjournment will be placed on the agenda of the next regular meeting or special meeting if one is called.

**2.5. Change in schedule.** Changes in the regular schedule shall not be made except upon the approval of a majority of the Board members present in a meeting at which quorum is present. In the event the Board meets, and a quorum is not present, the Board, upon the action of a majority of those present, may adjourn a regular or special meeting to another day provided that proper notice to members and public is given as provided in Rules 3.2 and 3.3.

### **3. NOTICE OF MEETINGS**

**3. Public notice of meetings.** The Township Clerk shall be responsible for providing the proper notice for all meetings of the Township Board. Such notification shall include but not necessarily be limited to the following:

**3.1. Regular meetings.** The Clerk shall post or publish a notice within 10 days after the first meeting of the Township Board in each calendar year, indicating the dates, times, and places of the Board's regular meeting schedule. The Clerk shall also post the schedule and schedule changes on the Township webpage.

**3.2. Schedule change.** Whenever the Board shall change its regular schedule of meetings, the Clerk shall post or publish a notice of the change within 3 days following the meeting in which the change was made but not less than eighteen (18) hours before the rescheduled meeting time.

**3.3. Notice of special/changed meetings, emergency meetings.** If the Board reschedules a meeting under the provisions of Rule 2.5 or calls a special meeting under Rule 2.2, the Clerk shall post a notice of such change immediately and no meeting, except emergency meetings as provided herein, shall be held until the notice has been posted for at least 18 hours. An emergency meeting shall be held only upon the consent of 2/3 of the Board members. Nothing herein shall bar an emergency meeting if a delay would threaten severe and imminent danger to the health, safety, and welfare of the public.

**3.4 Recessed meetings.** A meeting that is recessed for more than 36 hours shall be reconvened only after public notice as provided in Rule 3.2.

### **4. QUORUM; ATTENDANCE**

**4.1. Quorum.** Four members shall constitute a quorum for the transaction of business at all meetings of the Township Board.

**4.2. Attendance.** The Township Board, by a vote of at least 2 members, may compel the attendance of Board members and other officers of the Township at a regular or special meeting and enforce orderly conduct in a meeting.

### **5. MEETING AGENDA**

**5.1 Regular meeting agenda.** The Township Supervisor shall prepare the agenda of business for all regularly scheduled Township Board meetings. Any other Board member or representative of Township committees, boards or commissions desiring to place a matter on the agenda shall notify the Supervisor of such item by 5:00 pm on the Monday preceding the next regular meeting.

**5.2. Special meeting agenda.** Whenever the Board shall be called into a special meeting, the matters to be considered shall be stated in the notice of the meeting. However, if all of the members of the Board are present at a special meeting, then business that might lawfully come before a regular meeting of the Board may be transacted at the special meeting.

**5.3. Distribution of agenda and materials.** Upon completion of the agenda the Supervisor shall immediately distribute to Board members copies of the agenda together with copies of reports, explanations, etc., that relate to the business matters coming to the Board. The Supervisor may distribute such materials by email, mail or by personal delivery.

**5.4. Order of business.** The agenda shall be arranged in the following order of business.

- I. Call to order, establish quorum
- II. Approval of minutes
- III. Approve the agenda and consent agenda
- IV. Citizen participation on agenda items only
- V. Annexations, ordinances, conditional uses, zoning, resolutions
- VI. Reports, discussions, appointments
  - A. Supervisor's report
  - B. Clerk report
  - C. Treasurer report
  - D. Planning Commission report
  - E. Committee reports
    1. Farmland and Open Space Preservation Board
    2. Utility Committee
    3. Public Safety Committee
    4. Climate Resilience Committee
    5. Others
  - F. Utilities Department report
  - G. Public Safety reports
  - H. Building Department report
- VII. Information only items
- VIII. Non-agenda items
- IX. Public comment
- X. Adjournment

## **6. CONDUCT OF MEETINGS**

**6.1. Chairperson.** The Township Supervisor shall moderate and chair all meetings of the Township Board. In the absence of the Supervisor the Board shall appoint one of its members temporary chair by voice vote, who shall assume the duties of the chair for that meeting.

**6.2. Discussion.** Board members wishing to speak shall first obtain the approval of the chair and each person who speaks shall address the chair. Other persons at the meeting shall not speak unless recognized by the chair.

**6.3. Disorderly conduct at meetings.** The Supervisor may call to order any person who is being disorderly in the following ways: speaking or otherwise disrupting the proceedings, failing to be germane, speaking longer than the allotted time, or speaking vulgarities. The person shall then be seated until the Supervisor determines whether the person is in order. If the person shall then be called out of order, he or she shall not be permitted to continue to speak at the same meeting except on special permission by a majority of the Township Board. If the person shall continue to be disorderly and disrupt the meeting, the Supervisor

may request a sheriff's deputy to remove the person from the meeting. No person shall be removed from a public meeting except for an actual breach of the peace committed at the meeting from which such person is removed.

## **7. RECORD OF MEETINGS**

**7.1. Clerk responsibility.** The Township Clerk shall be responsible for maintaining the official record and minutes of each meeting of the Board. In the absence of the Clerk, the Board shall appoint one of its members as temporary Clerk for that meeting. The minutes of each meeting shall show the date, time, place, members present, members absent, any decisions made at a meeting held open to the public and the purpose(s) for which a closed session is held and any decisions made subsequent to such closed session. The minutes shall include all roll call votes taken at the meeting.

The corrected minutes shall show both the original entry and the correction. The minutes shall include all the actions of the Board with respect to motions including the name of the moving member. A vote on an ordinance, and upon the adoption of a resolution and ordinance shall be taken by yes and no votes and shall be entered upon the record, except that if the vote is unanimous, it shall only be necessary to record that fact.

The Clerk shall maintain copies of each resolution and ordinance or other matter acted upon by the Board. The official minutes, however, may refer to those matters by an identifying number and title descriptive of the ordinance, resolution, or other matter.

**7.2. Record of discussion.** The Clerk shall be responsible for making an electronic recording of each entire meeting of the Board, and each such recording shall be maintained for a period not less than 6 months following the date of the meeting. Thereafter, the recording may be erased unless the recording shall be pertinent to any legal proceedings then underway, pending, or expected.

**7.3. Public access to meeting records.** The Clerk shall make available to members of the public the records and minutes of Board meetings in accordance with the Freedom of Information Act. Minutes prepared by the Clerk, but not approved by the Board, shall be available for public inspection not more than 8 business days following the meeting. Minutes approved by the Board shall be available within 5 business days of the meeting at which they were approved.

**7.4 Publication of minutes.** The Clerk shall also be responsible for posting approved minutes on the Township internet web site within a reasonable period of time after approval by the Board.

## **8. STANDING BOARD COMMITTEES**

**8.1. Appointment.** Unless otherwise provided by law, the Board, on an annual basis and within 30 days of the organization of the Board, shall appoint members of the Board to standing committees listed under Rule 8.3. The Board may establish any other committees and at any time it deems necessary.

**8.2. Committee chair.** Committee chairs shall be appointed by the Supervisor.

**8.3. Committee duties and responsibilities.** Each committee shall thoroughly investigate any matters referred to it by the Supervisor or the Board and shall report, in writing, its findings to the Board without undue delay. Upon the motion of any Board member, and approval of a majority of the Board, the Board may discharge a committee from further consideration of any matter.

The standing committees of the Board are the following:

**8.3.1 Public Safety Committee.** The Public Safety Committee has responsibility for the overall review of the fire department operation and the operation of the law enforcement personnel retained by the Township. This committee is also responsible for recommendations to the Board regarding providing for public safety within the Township.

**8.3.2 Personnel Committee.** The Personnel Committee has responsibility for making recommendations for amendments or changes to the Employee Manual for the Ann Arbor Charter Township employees. The committee has responsibility for approving job descriptions for the Township's employees and making recommendations as to the salary ranges for such employees and their fringe benefits.

**8.3.3 Utilities Committee.** The Utilities Committee has responsibility for review and recommendations to the Board of matters related to public water and sanitary sewer services provided by the Township, stormwater management and other matters related to public utilities within the Township. Such duties include review and recommendations to the Board concerning the rates and other charges for public water and sanitary sewer services by the Township, contracts for utility services between the Township and other entities, and any other matters related to utilities as may be delegated by the Township Board.

**8.4. Committee meetings.** A majority of the members of any committee shall constitute a quorum with respect to that committee. Meetings of committees shall be open to members of the public if required by the provisions of the Open Meetings Act. Each committee shall maintain a written record of its meetings. The record of each committee shall include at least the following: the date and place of the meeting, members attending, and any final recommendations that the committee has approved.

## **9. CLOSED SESSIONS**

**9.1. Procedure.** The Township Board may meet in closed session, closed to the public, upon the roll call vote of 2/3 of the members except for the purposes articulated in 9.2(a) and (b) which shall only require a roll call vote of the majority of members present. The vote shall be recorded in the minutes of the meeting at which the decision to hold a closed session was made. All decisions of the Township Board must be made at a meeting open to the public as required by the [Open Meetings Act](#).

**9.2. Purposes.** The Township Board may hold closed sessions only for the following purposes:

- a) To consider the dismissal, suspension, or disciplining of a public officer, employee, staff member, or individual agent; or to hear complaints or charges

against such a person, or to consider a periodic personnel evaluation of such a person, but only when the subject of the proposed action or charges requests the meeting to be closed. A person requesting a closed hearing may rescind the request at any time, in which case the matter at issue shall be considered thereafter only in open sessions.

- (b) To consider strategy connected with the negotiation of collective bargaining agreements if either party requests a closed hearing.
- (c) To consider the purchase or lease of real property prior to the time that an option to lease or purchase such real property is secured.
- (d) To consult with the Township attorney regarding trial or settlement strategy in connection with specific pending litigation but only when an open meeting would have a detrimental effect on the Township's litigation or settlement position.
- (e) To review the specific contents of an application for employment or appointment to a public office and the applicant requests that the application remain confidential. Whenever the Board meets to interview an applicant, it shall be in open session.
- (f) To consider material exempt from discussion or disclosure by state or federal law.

**9.3. Minutes.** At each closed session, the Clerk shall keep a separate record. This record of minutes shall not be disclosed to the public except upon court order. The Clerk may destroy said minutes after one year and one day have passed following the date at which the Board approved the minutes of the regular meeting at which the closed session was approved.

## **10. MOTIONS AND RESOLUTIONS**

### **10.1 Motions and resolutions.**

**10.1.1** Any business before the board shall be introduced by motion or written resolution and in accordance with the agenda approved by the board and Roberts Rules (defined below). No motion or resolution shall be adopted until the motion or resolution is stated by the chair. The chair may, on their own initiative or at the secretary's request, require any main motion, amendment or instructions to a committee to be in writing before stating the question. In such case, a request to recess for the purpose of writing out a motion or resolution shall be in order.

**10.1.2** A main motion may be offered as a written resolution, either because of its importance or because of its length or complexity, or because greater formality is desired, as determined by the chair at their discretion. Such a written resolution shall be prepared, and distributed to all members, in advance of the applicable meeting. If the text of the resolution has been distributed to the members in advance, it need not be read in full when moved.

**10.2. Order of motions.** Whenever a question is under debate, no motion shall be received except subsidiary, privileged and incidental motions in accordance with Roberts Rules, examples of which are:

- (a) fix the time to adjourn (to provide for an additional meeting of the same session, typically followed by a motion to adjourn and distinguished from a special meeting which is a different session)
- (b) adjourn
- (c) recess (to take a break during a pending question)
- (d) lay on the table (to interrupt the pending business so as to permit doing something else immediately)
- (e) previous question / vote immediately or call the question (to close debate and bring to an immediate vote)
- (f) table / postpone to a certain time (to consider a pending question in current or future meeting)
- (g) commit or refer (to commit or refer an action to a committee for further study or redrafting before a question is considered further)
- (h) amend
- (i) table / postpone indefinitely (to drop the main motion without a direct vote on it)

These motions shall take precedence in the order in which they are stated above and otherwise in accordance with Roberts Rules.

**10.3. Non-debatable motions.** The motion to adjourn, to recess, to lay on the table, previous question/ to vote immediately or call the question, and all questions relating to the priority of business, shall be ordered and voted upon without debate.

**10.4. Rules on certain subsidiary and incidental motions.** The following motions require majority vote for approval, unless otherwise stated.

**10.4.1. A decision to table (postpone action)** shall carry with it all questions to which it is attached, except in the case of an appeal from any decision of the chair in accordance with Section 10.4.7 below.

**10.4.2. A motion for the previous question (also known as motion to vote immediately or call the question)** may be made to immediately close debate and prevent the making of a number of secondary motions (e.g., amend, commit, postpone to a certain time). It may be moved at any time while a debatable motion is pending, whether or not some debate on it has already taken place. The motion requires a two-thirds vote. A roll call vote may be demanded on the question to vote immediately. Whenever the question to vote immediately is ordered, any questions, order, or appeal from the decision of the chair shall be decided without debate. If the board rejects a motion to vote immediately, the consideration of the matter shall be resumed as if the motion had not been made.

**10.4.3. A motion to reconsider** shall be in order on any question the board has decided, but no question shall be reconsidered more than once. The motion to reconsider shall be in order, however, on the same day (or session) as the vote to be reconsidered was taken and in the next regular meeting following. The motion to reconsider shall be moved only by a member who voted with the majority on the motion to be reconsidered. A motion to reconsider a motion to amend shall not be

in order if the main question has been voted upon. If the board has adopted the question of reconsideration, however, motions to amend shall be in order.

**10.4.4. A vote to table / postpone indefinitely** shall not be reconsidered.

**10.4.5. A motion to temporarily suspend the rules** may be made at any time. By two-thirds vote (other than ordinary standing rules, which may be suspended by majority vote) the board may temporarily suspend the rules to facilitate the accomplishment of any legal objective of the board in a legal manner.

**10.4.6. Appeal from decision of the chair.** Any member of the board may appeal from any decision of the chair. On all appeals the question shall be "Shall the decision of the chair stand as the judgment of the township board?" Appeals shall be debatable except when the township board is under the order to vote immediately, or the decision appealed from relates to the priority of business. Any such appeal may be tabled, but it shall not carry with it the matter before the township board at the time such appeal is taken.

**10.4.7. Division of a question.** Any member of the township board may call for a division of any pending question. The question shall be divided if it contains propositions so distinct that, one or more being removed, a substantive proposition shall remain.

## **11. VOTING**

**11.1** Whenever a question is put to the members by the chair, every member present shall vote on all questions to be decided by the township board, and a majority vote of the votes cast is required to adopt or approve any such question (unless a greater vote is otherwise required by these Rules, Roberts Rules or applicable law).

**11.2.** No member present shall abstain from voting "yes" or "no," unless excused by unanimous consent of the other members present or the question at issue presents a conflict of interest to the member abstaining and that conflict is identified on the record.

**11.3.** On demand by any township board member the vote on any pending question shall be taken by a record roll call vote.

**11.4.** When a record roll call vote is demanded on a question and after the chair has stated the question, the chair is directed to call the roll; no member of the township board is entitled to speak on the question, nor shall any motion be in order until such roll call is completed, and the result announced.

**11.5.** The vote on the passage of an ordinance, and on the adoption of a resolution and ordinance, shall be taken by yes and no votes and shall be entered on the record. Where the vote is unanimous, however, it shall only be necessary to record the vote.

## **12. PARLIAMENTARY AUTHORITY**

**12.1** Robert's Rules of Order, Newly Revised, 12th Edition, 2020 ("Roberts Rules"), shall govern all questions of procedure that are not otherwise provided by these rules or by state law.

**ANN ARBOR CHARTER TOWNSHIP  
WASHTENAW COUNTY, MICHIGAN**

**FLEMING CREEK SUBDIVISION NO. 1  
STREET LIGHTING ASSESSMENT 2025**

Resolution adopted at a regular meeting of the Township Board of Ann Arbor Charter Township, County of Washtenaw, Michigan, held at Ann Arbor Township Hall, 3792 Pontiac Trail, Ann Arbor, MI 48105 on September 15, 2025

PRESENT:

ABSENT:

The following preamble and resolution were offered by \_\_\_\_\_ and supported by \_\_\_\_\_.

**WHEREAS**, the Township Board has previously authorized the expenditure of funds to provide for the lighting by artificial means of streets located within Fleming Creek Subdivision No. 1 consisting of Lots 1 through 76, inclusive, according to the plat therefore recorded in the Washtenaw County, Michigan records.

**WHEREAS**, to defray the costs of lighting of the streets in said subdivision for the forthcoming year, it is necessary that a special assessment be levied against the lands located within Fleming Creek Subdivision No. 1.

**WHEREAS**, a public hearing was held in accordance with the requirements of Public Act 246 of the Public Acts of 1931 as amended on the question of creating a special assessment district for the purpose of defraying the expenses of lighting the streets within Fleming Creek Subdivision No. 1.

**NOW, THEREFORE**, be it resolved:

1. The Township orders that the expenses for lighting the streets in Fleming Creek Subdivision No. 1 be defrayed by a special assessment of the lands located within Fleming Creek Subdivision No. 1, being lots 1 through 76, according to the plat recorded in Washtenaw County, Michigan Records (District).
2. The Township Board, based on estimates provided by the Detroit Edison Company, determines that the amount to be assessed in the district for lighting of streets shall be one thousand eight hundred fifty-one and 0/100 (*\$1,851.00*) dollars for the period December 31, 2025 through December 31, 2026 and that said sums shall be assessed equally upon each of the lots 1 through 76 at a cost of **\$24.36** per lot.

3. The Township Board directs the Township Supervisor to levy this amount on the lands located in the District on the *special* assessment column of the regular Township Tax Roll for the tax year 2025.
4. All resolutions and parts of resolutions insofar as they conflict with this resolution are rescinded.

AYES:

NAYS:

**RESOLUTION DECLARED ADOPTED.**

I certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of the Charter Township of Ann Arbor, County of Washtenaw, State of Michigan, at a regular meeting held on September 15, 2025, that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Kristine Bolhuis  
Ann Arbor Charter Township Clerk

**ANN ARBOR CHARTER TOWNSHIP  
WASHTENAW COUNTY, MICHIGAN**

**FLEMING CREEK SUBDIVISION NO. 2  
STREET LIGHTING ASSESSMENT 2025**

Resolution adopted at a regular meeting of the Township Board of Ann Arbor Charter Township, County of Washtenaw, Michigan, held at Ann Arbor Township Hall, 3792 Pontiac Trail, Ann Arbor, MI 48105 on September 15, 2025.

PRESENT:

ABSENT:

The following preamble and resolution were offered by \_\_\_\_\_ and supported by \_\_\_\_\_:

**WHEREAS**, the Township Board has previously authorized the expenditure of funds to provide for the lighting by artificial means of streets located within Fleming Creek Subdivision No. 2 consisting of Lots 77 through 198, inclusive, according to the plat therefore recorded in the Washtenaw County, Michigan records.

**WHEREAS**, to defray the costs of lighting of the streets in said subdivision for the forthcoming year, it is necessary that a special assessment be levied against the lands located within Fleming Creek Subdivision No. 2.

**WHEREAS**, a public hearing was held in accordance with the requirements of Public Act 246 of the Public Acts of 1931 as amended on the question of creating a special assessment district for the purpose of defraying the expenses of lighting the streets within Fleming Creek Subdivision No. 2.

**NOW, THEREFORE**, be it resolved:

1. The Township orders that the expenses for lighting the streets in Fleming Creek Subdivision No. 2 be defrayed by a special assessment of the lands located within Fleming Creek Subdivision No. 2, being lots 77 through 198, according to the plat recorded in Washtenaw County, Michigan Records (District).
2. The Township Board, based on estimates provided by the Detroit Edison Company, determines that the amount to be assessed in the district for lighting of streets shall be two thousand nine hundred sixty three and 49/100 (\$2963.49) dollars for the period of December 31, 2025 through December 31, 2026 and that said sums shall be assessed equally upon each of the lots 77 through 198 at a cost of **\$24.29** per lot.

3. The Township Board directs the Township Supervisor to levy this amount on the lands located in the District on the special assessment column of the regular Township Tax Roll for the tax year 2025.
4. All resolutions and parts of resolutions insofar as they conflict with this resolution are rescinded.

AYES:

NAYS:

**RESOLUTION DECLARED ADOPTED.**

I certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of the Charter Township of Ann Arbor, County of Washtenaw, State of Michigan, at a regular meeting held on September 15, 2025, that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Kristine Bohuis  
Ann Arbor Charter Township Clerk

**Tax Year: 2025**

**Board Approval Required Prior to December 1 Tax Billing**

Service Location	Total Streetlights	Lighting System Type		# Parcels
		# Short spans	# Long Span	
Phase I	5	0	5	76
Phase II	8	7	1	122
<b>Total</b>				<b>198</b>

Code	Lighting System	Lighting System Code Description
3	Underground (Short-Span)	(Up to 120ft Average Spacing Between Lamps On Same Side of Street) An Ornamental Streetlight is installed on a post and served by underground conductors. Owned by Detroit Edison.
5	Underground (Long-Span)	(Over 120 FT Average Spacing Between Lamps On Same Side of Street) An Ornamental Streetlight is installed on a post and served by underground conductors. Owned by Detroit Edison.

**Estimated 2026 Cost for DTE Per Lighting System**

Lighting System	DTE Cost for July	Estimated 2026 DTE Cost
Short Span	216.11	2,593.32
Long Span	185.10	2,221.20
<b>Total</b>	<b>401.21</b>	<b>4,814.52</b>

*(Short Span cost of \$216.11 and Long Span cost of \$185.1) X 12 months*

**Estimated Cost Per Streetlight in 2026**

Lighting System	# of Streetlights	Cost per Streetlight
Short Span	7	370.47
Long Span	6	370.20

**Allocation of DTE Cost Per Location**

Service Location	# Short spans	# Long Span	Cost per service location
Phase I	0	5	1,851.00
Phase II	7	1	2,963.49

**Calculation of Annual Cost Per Parcel**

Service Location	# Parcels	Special Assessment per Parcel
Phase I	76	24.36
Phase II	122	24.29

Service Location	Cost per service location Double Check
Phase I	1,851.36
Phase II	2,963.38

**Total Assessment 4,814.74**

# September 2025 | Consultant Report

Ann Burke

## Completed Work

- Meeting with Climate Committee to discuss community engagement meeting (scheduled for September 18, 2025), September 8

## In progress:

- Finalizing communications for September 18 community engagement event
- Scheduling interview with township residents to discuss native lawns in the township for newsletter
- Steering committee meetings for SEMCOG Planning Assistance Grant

## Next steps

- Support climate committee for planning and execution of community engagement event
- Meet with Carlene Colvin-Garcia to plan content for November newsletter
- Meet with SEMCOG steering committee on September 17
- September 18 community engagement event

# Clerk's Report – September 15, 2025

## The First Clerk Report from Kristine Bolhuis

### **I. Election/Voter Registration Administration**

#### a. Preparation for the November 4 Special Election:

A WISC career and technical education millage proposal is on the ballot.

We have over 1700 voters on the Permanent Ballot list and will be mailing out ballots the week of September 21.

Absent Voter applications went out to the 400 people still on the application list.

#### b. Currently working on putting together election inspectors for the Precinct and AVCB. We could use a couple more republicans. A couple of our past inspectors are not available this election.

#### c. There will be NO early voting site for this election. This decision was determined by the Washtenaw County elections commission due to historically low turnout for local elections, and the expense involved for taxpayers. Early voting is optional but not required for local elections. A document to amend the 2023 Early Voting agreement with Washtenaw County is included in the consent agenda for tonight's meeting.

### **II. Records management/Open meetings/website**

#### a. Website Update: Jill and I are splitting duties on website updates to increase efficiency.

#### b. Planning of the NEW website is underway and Jill is currently working on developing the Site Map.

### **III. Zoning Board of Appeals**

#### a. I participated in my first ZBA meeting on August 19. The two variances on the agenda were approved.

### **IV. Other Projects/Responsibilities/Stuff**

#### a. Attended a Michigan Association of Municipal Clerks Education Day in August.







# WASHTENAW COUNTY OFFICE OF THE SHERIFF



EST. 1823

ALYSHIA M. DYER, SHERIFF

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## EXECUTIVE SUMMARY

Distribution Date: 9/10/25

August 2025

### WASHTENAW ALERT (EVERBRIDGE)

As a reminder for residents, they can sign up for "Up-to-the-minute updates" from the Washtenaw County Sheriff's Office by email or cell phone at [www.washtenaw.org/alerts](http://www.washtenaw.org/alerts)

### HOUSE WATCH

If you plan on being gone for a period of time sign your house up for house checks. The house watch form can be found at:

<https://www.washtenaw.org/1743/House-Watch>

### NEW FACES

The Sheriff's Office is hiring! We continue to hire highly qualified, motivated, and diverse people that are committed to pursuing our mission: "Together, we are committed to creating a safer, more just, and compassionate Washtenaw County for all".

If you are interested in joining us in serving your community in Police Services, Corrections, Communications, Emergency Services or Community Corrections please check us out at: <https://www.washtenaw.org/1124/Sheriff>

### PUBLIC DASHBOARD

Check out our Data & Information Dashboard!

<https://www.washtenaw.org/3915/Sheriff-Data-Information-Dashboard>

#### COMMONLY USED ABBREVIATIONS

**AWIM:** Assault with Intent to Murder

**CCW:** Carrying Concealed Weapon

**CSC:** Criminal Sexual Conduct

**DV:** Domestic Violence

**OID:** Operating Under the Influence of Drugs

**OWI:** Operating While Intoxicated

**R&O:** Resisting & Obstructing

**UDAA:** Unlawfully Driving Away an Automobile



# Police Service Data Report

Reporting Period: August



Incidents	Month 2025	2025 YTD	2024 YTD	% Change
Animal Complaints	3	47	77	-39.0%
Assaultive Crimes	2	6	1	500.0%
Burglaries			3	-100.0%
Larcenies	2	8	14	-42.9%
Medical Assists	2	22	38	-42.1%
OWI		3		-
Traffic Crashes	14	113	142	-20.4%
Traffic Stops	30	170	403	-57.8%
Vehicle Theft		2	2	0%
Calls For Service Total	357	2,654	2,902	-8.5%
Community Engagement		1	3	-66.7%
Citations	8	42	84	-50.0%
In/Out of Area Time	Minutes			
Into Area Time	10			
Secondary Road Patrol - Into Area	85			
Collab Out of Area Time	1,365			

Into Area Time: The time that other areas contracted deputies spent in ANT. \*ACO, SRP, Command, Countywide, and DB are excluded\*

Out of Area Time: Time that ANT/SUT contracted deputies spent anywhere other than ANT/SUT, including non-contract areas.

Secondary Road Patrol – Into Area: The time SRP spent in ANT.



# CFS Summary

Reporting Period: August



Classification	Month 2025	2025 YTD	2024 YTD	% Change
AGGRAVATED/FELONIOUS ASSAULT			1	-100.0%
ANIMAL CRUELTY		1		-
BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)		1	2	-50.0%
BURGLARY -FORCED ENTRY			3	-100.0%
DAMAGE TO PROPERTY			4	-100.0%
FORGERY/COUNTERFEITING		1		-
FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE		1		-
FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	1	5	3	66.7%
FRAUD - IDENTITY THEFT		1	3	-66.7%
FRAUD -WIRE FRAUD		1	1	0%
INTIMIDATION/STALKING		1	1	0%
LARCENY -OTHER	1	4	1	300.0%
LARCENY -THEFT FROM BUILDING		1	1	0%
LARCENY -THEFT FROM MOTOR VEHICLE	1	3	12	-75.0%
LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES			1	-100.0%
MOTOR VEHICLE, AS STOLEN PROPERTY		1		-
MOTOR VEHICLE THEFT		2	2	0%
NARCOTIC EQUIPMENT VIOLATIONS		1		-
NONAGGRAVATED ASSAULT	2	7		-
ROBBERY			1	-100.0%
VIOLATION OF CONTROLLED SUBSTANCE ACT		1		-
<b>Sum:</b>	<b>5</b>	<b>30</b>	<b>34</b>	<b>-11.8%</b>

Classification	Month 2025	2025 YTD	2024 YTD	% Change
FAMILY -ABUSE/NEGLECT NONVIOLENT			2	-100.0%
HEALTH AND SAFETY			1	-100.0%
HIT and RUN MOTOR VEHICLE ACCIDENT			2	-100.0%
JUVENILE RUNAWAY			3	-100.0%
NEGLIGENT HOMICIDE -VEHICLE/BOAT			1	-100.0%
OBSTRUCTING JUSTICE	1	3		-
OBSTRUCTING POLICE		2		-
OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS		5	1	400.0%



## CFS Summary

Reporting Period: August



PUBLIC PEACE -OTHER			1	-100.0%
TRESPASS			1	-100.0%
<b>Sum:</b>	<b>1</b>	<b>10</b>	<b>12</b>	<b>-16.7%</b>

Classification	Month 2025	2025 YTD	2024 YTD	% Change
ALARMS	12	71	87	-18.4%
ANIMAL COMPLAINTS	4	54	91	-40.7%
JUVENILE OFFENSES AND COMPLAINTS		3	7	-57.1%
MISCELLANEOUS COMPLAINTS	29	233	288	-19.1%
MISCELLANEOUS TRAFFIC COMPLAINTS	45	280	527	-46.9%
NON - CRIMINAL COMPLAINTS	186	1,434	1,366	5.0%
SICK / INJURY COMPLAINT	17	69	94	-26.6%
TRAFFIC CRASHES	15	113	145	-22.1%
TRAFFIC OFFENSES		4	3	33.3%
WARRANTS		3	2	50.0%
WATERCRAFT COMPLAINTS / ACCIDENTS		5	1	400.0%
<b>Sum:</b>	<b>308</b>	<b>2,255</b>	<b>2,599</b>	<b>-13.2%</b>

Classification	Month 2025	2025 YTD	2024 YTD	% Change
HAZARDOUS TRAFFIC CITATIONS / WARNINGS			1	-100.0%
LICENSE / TITLE / REGISTRATION CITATIONS			1	-100.0%
MISCELLANEOUS A THROUGH UUUU		27	20	35.0%
<b>Sum:</b>		<b>27</b>	<b>22</b>	<b>22.7%</b>

Classification	Month 2025	2025 YTD	2024 YTD	% Change
CANINE ACTIVITIES	3	13	1	1200.0%
COURT / WARRANT ACTIVITIES		1		-
CRIME PREVENTION ACTIVITIES		4	16	-75.0%
INVESTIGATIVE ACTIVITIES	3	22	12	83.3%
MISCELLANEOUS ACTIVITIES (6000)	12	103	25	312.0%
MISCELLANEOUS ACTIVITIES (6100)	27	193	198	-2.5%
<b>Sum:</b>	<b>45</b>	<b>336</b>	<b>252</b>	<b>33.3%</b>

<b>Sum:</b>	<b>359</b>	<b>388</b>		
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# CCW Report



Incident Number	Report Date	Offense	Case Status Disposition



**Out of Area Report**  
Reporting Period: August



**ANN ARBOR CITY**

Incident #	Patrol Area Desc	Activity Category	Activity Start Date	Duration in Minutes
250052606	ANN ARBOR-SUPERIOR TWP COLLABORATION	DISPATCHED CALLS	08/02/2025 22:53:00	12
			<b>Sum:</b>	<b>12</b>

**COUNTY OWNED PROPERTY**

Incident #	Patrol Area Desc	Activity Category	Activity Start Date	Duration in Minutes
250054669	ANN ARBOR-SUPERIOR TWP COLLABORATION	DISPATCHED CALLS	08/10/2025 16:50:00	25
			<b>Sum:</b>	<b>25</b>

**PITTSFIELD TOWNSHIP**

Incident #	Patrol Area Desc	Activity Category	Activity Start Date	Duration in Minutes
250056094	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	08/15/2025 17:59:00	35
250056145	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	08/15/2025 22:00:00	20
			<b>Sum:</b>	<b>55</b>

**SALEM TOWNSHIP**

Incident #	Patrol Area Desc	Activity Category	Activity Start Date	Duration in Minutes
250053915	ANN ARBOR-SUPERIOR TWP COLLABORATION	DISPATCHED CALLS	08/07/2025 19:15:00	35
250056809	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	08/18/2025 17:34:00	42
			<b>Sum:</b>	<b>77</b>



**Out of Area Report**  
**Reporting Period: August**





# Out of Area Report

Reporting Period: August



## SCIO TOWNSHIP

Incident #	Patrol Area Desc	Activity Category	Activity Start Date	Duration in Minutes
	ANN ARBOR-SUPERIOR TWP COLLABORATION	FOLLOW-UP	08/06/2025 04:02:00	123
			<b>Sum:</b>	<b>123</b>

## WEBSTER TOWNSHIP

Incident #	Patrol Area Desc	Activity Category	Activity Start Date	Duration in Minutes
250052383	ANN ARBOR-SUPERIOR TWP COLLABORATION	DISPATCHED CALLS	08/01/2025 23:31:00	60
			<b>Sum:</b>	<b>60</b>

## YPSILANTI TWP

Incident #	Patrol Area Desc	Activity Category	Activity Start Date	Duration in Minute
250052406	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	08/02/2025 02:25:00	156
250052552	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	08/02/2025 18:40:00	25
250052609	ANN ARBOR-SUPERIOR TWP COLLABORATION	DISPATCHED CALLS	08/02/2025 23:45:00	10
250052812	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	08/03/2025 21:26:00	80
250052812	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACK-UP TRAFFIC STOP	08/03/2025 21:26:00	2
250054064	ANN ARBOR-SUPERIOR TWP COLLABORATION	FOLLOW-UP	08/08/2025 10:33:00	73
250054218	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	08/08/2025 21:37:00	18
250054218	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	08/08/2025 21:40:00	10
250054265	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	08/09/2025 02:10:00	30
250054276	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	08/09/2025 03:40:00	5
250054538	ANN ARBOR-SUPERIOR TWP COLLABORATION	DISPATCHED CALLS	08/10/2025 02:05:00	20





# Out of Area Report

Reporting Period: August



250054539	ANN ARBOR-SUPERIOR TWP COLLABORATION	DISPATCHED CALLS	08/10/2025 01:40:00	10
250054540	ANN ARBOR-SUPERIOR TWP COLLABORATION	TRAFFIC STOP	08/10/2025 01:40:00	10
250054548	ANN ARBOR-SUPERIOR TWP COLLABORATION	DISPATCHED CALLS	08/10/2025 04:30:00	60
250055041	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACK-UP TRAFFIC STOP	08/12/2025 00:14:00	18
250055048	ANN ARBOR-SUPERIOR TWP COLLABORATION	DISPATCHED CALLS	08/12/2025 00:32:00	0
250056141	ANN ARBOR-SUPERIOR TWP COLLABORATION	TRAFFIC STOP	08/15/2025 21:30:00	5
250056412	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACK-UP TRAFFIC STOP	08/16/2025 21:44:00	31
250056412	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACK-UP TRAFFIC STOP	08/16/2025 21:50:00	5
250056414	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	08/16/2025 21:55:00	5
250056427	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACK-UP TRAFFIC STOP	08/16/2025 23:10:00	20
250056430	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	08/16/2025 23:30:00	0
250057550	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	08/21/2025 15:45:00	73
250057550	ANN ARBOR-SUPERIOR TWP COLLABORATION	DISPATCHED CALLS	08/21/2025 15:45:00	80
250057979	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACK-UP TRAFFIC STOP	08/22/2025 23:37:00	29
250057998	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	08/23/2025 00:52:00	12
250058192	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	08/23/2025 19:55:00	30
250058192	ANN ARBOR-SUPERIOR TWP COLLABORATION	DISPATCHED CALLS	08/23/2025 19:50:00	10
250058287	ANN ARBOR-SUPERIOR TWP COLLABORATION	DISPATCHED CALLS	08/24/2025 04:00:00	35
250058742	ANN ARBOR-SUPERIOR TWP COLLABORATION	DISPATCHED CALLS	08/26/2025 01:25:00	35
250059411	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	08/28/2025 14:03:00	7
250059413	ANN ARBOR-SUPERIOR TWP COLLABORATION	COMMUNITY DIRECTED ACTIVITIES	08/28/2025 13:18:00	12





# Out of Area Report

Reporting Period: August



250059417	ANN ARBOR-SUPERIOR TWP COLLABORATION	DISPATCHED CALLS	08/28/2025 13:31:00	19
250059491	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	08/28/2025 17:55:00	8
250060172	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	08/31/2025 13:10:00	10
	ANN ARBOR-SUPERIOR TWP COLLABORATION	FOLLOW-UP	08/31/2025 20:30:00	60
			<b>Sum:</b>	<b>1,013</b>



**Out of Area Report**  
**Reporting Period: August**






**Into Area Report**  
Reporting Period: August



**YPSILANTI TWP**

Incident #	Reporting Area	Activity Category	Activity Start Date	Minutes
250054840	ANN ARBOR TWP	DISPATCHED CALLS	08/11/2025 10:38:00	10
			<b>Sum:</b>	<b>10</b>



# Violations

Reporting Period: August



Violation Description	Violation Count
DISOBEYED STOP SIGN	1
DROVE WHILE LICENSE SUSP/REV/DENIED	2
HOLDING OR USING A MOBILE ELECTRONIC DEVICE WHILE OPERATING A MOTO	1
LIMITED ACCESS SPEEDING 01 - 05 MPH OVER	1
OPEN INTOXICANTS IN VEHICLE-DRIVER	1
SPEEDING 06 - 10 MPH OVER	1
<b>Sum:</b>	<b>7</b>



## Traffic Stops

Reporting Period: August



TS Reason For Contact	Activities Count
Other	1
Speed	15
Traffic Vio.	11
	27





**ANN ARBOR CHARTER TOWNSHIP**  
**FIRE DEPARTMENT**  
**AUGUST 2025 - TOWNSHIP BOARD REPORT**





# Fire Department Township Board Report for August 2025

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## Incident Summary

The department responded to a total of **110 incidents** during the month of August.

### Incident Breakdown:

- Structure Fires – 2
  - Vehicle Fire – 1
  - Smoke Scare – 2
  - Fire Alarms – 7
  - Haz-Mat / Gas Leak / CO – 3
  - Hazardous Conditions – 3
  - Wires Down – 2
  - EMS – 47
  - MVC with Injuries – 14
  - Extrication / Technical Rescue – 4
  - Canceled Before Arrival – 14
  - Good Intent – 9
  - Service Calls – 2
- 

## Mutual Aid

The department provided mutual aid **11 times** and received mutual aid **6 times**.

### Mutual Aid Provided:

- Building Fires – 2
- MVC – 2
- MVC Extrication – 1
- Dispatched & Canceled En Route – 6

### Mutual Aid Received:

- Smoke in Building – 2
- Semi Fire – 1
- MVC – 1
- EMS – 1
- Fuel Spill – 1

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## Paid-On-Call (POC) Activity

- Total Incidents: **110**
  - POC Participation: **76 incidents (69%)**  
One or more paid-on-call firefighters responded to nearly seven out of every ten dispatched incidents.
- 

## Recruitment & Retention

- **11 applicants** currently in process for POC Firefighter/EMT.
  - **4 applicants** have received conditional job offers pending successful completion of pre-employment medical assessments.
- 

## Training & Events

### Fire Academy – Class #8

- Dates: August 2, 3, 4, 9, 11, 14, 16
- Topics Covered:
  - Hazardous Materials Operations Level
  - Written Exam Review
  - Practical Skills Review
- Final written exam completed August 11
- Final practical skills evaluation completed August 16



## Probationary Firefighter / EMT Orientation

- August 5: New probationary firefighters/EMTs received orientation on the department's training and evaluation program.

## Survival Flight Training

- August 12: Training conducted by University of Michigan Survival Flight staff.
- Focus: Left Ventricular Assist Device (LVAD) familiarization.
- Provided continuing education credits for EMTs and Paramedics.

## Driver Training Programs

- August 18, 21, 24: Recently certified firefighters completed the Michigan Fire Fighter Training Council Driver Training (lecture + rodeo road course).
- August 19, 26: Firefighters were trained in various skillsets in order for them to become certified as driver/operators for the department's utility, squad, ATV, and rescue vehicles.



Respectfully Submitted,

***Mark A. Nicholai***

Fire Chief

**BUILDING REPORT**

August

Permit Record Type Totals	Records	Revenue	Records	Revenue
Building	12	17,848	133	199,624
Electrical	42	9,445	187	40,322
Mechanical	26	4,235	198	34,567
Plumbing	11	2,914	156	30,405
ZONING-LAND USE	1	75	3	225
Fence Permit	1	60	1	60
Sign Permit	-	-	1	80
Special Event	2	150	11	1,425
<b>Total</b>	<b>95</b>	<b>34,727</b>	<b>670</b>	<b>306,707</b>

Building				
Ann Arbor Township	11	17,723	121	177,822
Barton Hills	1	125	12	21,802

Electrical				
Ann Arbor Township	42	9,445	159	39,187
Barton Hills	-	-	8	1,135

Mechanical				
Ann Arbor Township	26	4,235	184	32,302
Barton Hills	-	-	14	2,265

Plumbing				
Ann Arbor Township	9	2,557	148	28,702
Barton Hills	2	357	8	1,703

ZONING-LAND USE				
Ann Arbor Township	1	75	3	225
Barton Hills	-	-	-	-

Fence Permit				
Ann Arbor Township	1	60	1	60
Barton Hills	-	-	-	-

Sign Permit				
Ann Arbor Township	-	-	1	80
Barton Hills	-	-	-	-

Special Event				
Ann Arbor Township	2	150	10	506
Barton Hills	-	-	1	375
<b>Total</b>	<b>95</b>	<b>34,727</b>	<b>670</b>	<b>306,163</b>