

**CITY OF DEXTER  
PLANNING COMMISSION  
WORK SESSION  
MONDAY, JANUARY 4, 2016**

**I. CALL TO ORDER AND ROLL CALL:**

The meeting was called to order at 6:05 PM by Planning Commission Chairman Kowalski at the Dexter Senior Center located at 7720 Ann Arbor Street in Dexter, Michigan.

Matt Kowalski	Thomas Phillips-arr 6:17	Jim Carty
Jack Donaldson	Alison Heatley	Marni Schmid
James Smith	Scott Stewart-AB	Tom Stoner

Also present: Michelle Aniol, Community Development Manager; Carol Jones, Interim City Clerk; Laura Kreps, Carlisle Wortman Associates; residents and media.

**II. ZONING ORDINANCE UPDATE:**

**Article IV, Non-Conformities**

**Article XXII, Administration and Enforcement**

**Article XXIV, Zoning Board of Appeals**

Laura Kreps from Carlisle Wortman Associates presented zoning ordinance updates. Articles IV and XXII were incomplete and need to be revisited with the addition of missing pages. Article XXIV was reorganized changing the titling of Board of Zoning Appeals to Zoning Board of Appeals based on the requirements of the Zoning Enabling Act.

**III. DISCUSS CONCEPT PLAN FOR SOUTHWEST CORNER OF GRAND & BAKER**

Ms. Aniol stated there was a pre-application meeting for the proposed development at corner of Grand and Baker. She also reviewed Article 19, Planned Unit Development process and explained that this Article was significantly amended in 2007. Since then, the Planning Commission has not had the opportunity to apply the new standards and provisions of the Article. Ms. Aniol identified additional information would be required for such a development. Discussion followed.

**IV. ADJOURNMENT**

Chairman Kowalski adjourned the meeting at 7:05 PM

Respectfully submitted,

Carol J. Jones  
Interim Clerk, City of Dexter

Approved for Filing: \_\_\_\_\_

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**CITY OF DEXTER  
PLANNING COMMISSION  
REGULAR MEETING  
MONDAY, JANUARY 4, 2016**

**I. CALL TO ORDER AND ROLL CALL:**

The meeting was called to order at 7:05 PM by Planning Commission Chairman Kowalski at the Dexter Senior Center located at 7720 Ann Arbor Street in Dexter, Michigan with roll call.

Matt Kowalski  
Jack Donaldson  
James Smith

Thomas Phillips  
Alison Heatley  
Scott Stewart-AB

Jim Carty  
Marni Schmid  
Tom Stoner

Also present: Michelle Aniol, Community Development Manager; Carol Jones, Interim City Clerk; Laura Kreps, Carlisle Wortman Associates; residents and media.

**II. APPROVAL OF THE MINUTES**

1. Work Session – December 7, 2015
2. Regular Meeting – December 7, 2015

Motion Smith; support Donaldson to approve the minutes of the Work Session of December 2, 2015 and the Regular Meeting of December 2, 2015 as posted.

Unanimous voice vote approval with Commissioner Stewart absent.

**III. APPROVAL OF THE AGENDA**

Motion Smith; support Schmid to approve the agenda with corrections to the date of the Work Session minutes and Regular Meeting minutes from December 2, 2015 to December 7, 2015.

Unanimous voice vote approval with Commissioner Stewart absent.

**IV. PUBLIC HEARING(S)**

- A. Master Plan Amendment** - Public hearing to consider a proposed amendment to the Master Plan regarding Oil and Gas Drilling Operations. Discussion and possible action on the proposed amendment following public hearing.

Staff Report: Laura Kreps of Carlisle Wortman Associates explained the provisions and process of the amendment involving oil and gas drilling in the City.

Chairman Kowalski opened the Public Hearing at 7:15 PM. There was no one in the audience to speak to the issue. Mr. Kowalski closed the hearing at 7:16 PM.

Motion Smith; support Donaldson to postpone action on the Master Plan Amendment until the February 1, 2016 meeting.

Ayes: Phillips, Carty, Donaldson, Heatley, Schmid, Stoner, Smith and Kowalski  
Nays: None  
Absent: Stewart  
Motion carries

**B. RZ 2015-02 First Street Park Rezoning -** Public hearing to consider a city initiated rezoning of property located at the intersection of Edison and First Streets, known as First Street Park, from R-3 Multiple Family Residential and I-1 Limited Industrial to PP, Public Park District. Discussion and possible action on the rezoning request following the public hearing.

Staff Report: Ms. Aniol reviewed the rezoning proposal of both the R-3 and I-1 parcels to PP, Public Park

Chairman Kowalski opened the Public Hearing at 7:23 PM. Paul Cousins .7648 Forest, Dexter explained that although this property was designated as park land but was given as special land use by the request of the Dexter Ringers. Mr. Cousins addressed the issues of noise, signage (supposed to be a sign there) and cutting down of trees (only for the cleanup of the area). He encouraged the Commission to pass the rezoning so that the work on the park can move forward. He reminded the group that the City has designated \$5000 for a shelter with matching funds and labor to be provided by the Horseshoe Club and that this property is formally known as First Street Park. Mr. Kowalski closed the public hearing at 7:27 PM.

Motion Phillips; support Stoner based on the information provided at the January 4, 2016 Planning Commission meeting and pursuant to Section 23.05, Criteria for Amendment of the Official Zoning Map, the Planning Commission recommends that City Council approve the request to rezone a portion of First Street Park (08-08-05-235-006), located at the intersection of Edison and First Streets, from R-3 Multiple Family Residential and I-1 Limited Industrial to PP Public Park.

Commissioner Comments: Mr. Carty expressed that his opinion on the rezoning has not changed.

Ayes: Phillips, Donaldson, Heatley, Schmid, Stoner, Smith and Kowalski  
Nays: Carty  
Absent: Stewart  
Motion carries 7 to 1

**V. PRE-ARRANGED PARTICIPATION**

None

## VI. REPORTS

### A. Chairman Report – Matt Kowalski

Mr. Kowalski encouraged Commissioners to look into the PUD zoning and visit the Brouwer site on Baker/Grand Streets. Question – Were there any mixed use non-residential development proposals for the property? (The developer is not in favor or mixed use commercial.)

### B. Planning Commissioners and Council Ex-Officio Reports

Council Member Smith reported that City Council looked at an ordinance for licensing push carts at their December 14 meeting. This will come back for a vote in January. Discussion followed.

Mr. Smith also reported that at the December 28 meeting, a question was raised regarding the popularity of drones and do we need an ordinance for them even though they are required to be licensed. Discussion followed.

### C. Community Development Office Reports – Michelle Aniol

Ms. Aniol provided her report in the packet. In addition she provided the following updates:

- The Huron Camera Building was under contract with Steve Brouwer, but it is back on the market as remodeling was too expensive.
- City Council accepted the recommendation from the DDA and selected Foremost Development Company as its development partner for the RFQ for the 3045 Broad Street project. Discussion followed.
- A preliminary report on the Downtown Retail Market Study was given at the December 17 DDA meeting.
- Question – What is the status of the nano brewery on Grand Street? (It will not work in that area.)
- Question – What is the status of the Strawberry Alarm Clock? (No update at this time.)

## VII. CITIZENS WISHING TO ADDRESS THE COMMISSION

None

## VIII. OLD BUSINESS

None

## IX. NEW BUSINESS

### A. CIP FY2016-2021 – Review updates to CIP worksheets, Section 2-10.

Commissioner Phillips commented on Project 10.05, the Huron Farms Connector and that the scoring should be higher than listed.

Ms. Aniol stated that in February, Planning Commission will see the Parks and Recreation Commission’s CIP changes. In March, Planning Commission will see the entirety of the CIP as part of a Public Hearing and possibly approve it either in March or April. The Commission expressed a desire to review the full draft before the public hearing.

**X. PROPOSED BUSINESS FOR NEXT AGENDA – FEBRUARY 1, 2016**

**A. Work Session**

- 1. Zoning Ordinance Update
- 2. Master Plan Amendment

**B. Regular Meeting**

- 1. CIP review

**XI. CITIZENS WISHING TO ADDRESS THE COMMISSION**

None

**XII. ADJOURNMENT**

Motion Smith; support Carty to adjourn at 8:14 PM.

Unanimous voice vote approval with Commissioner Stewart absent.

**XIII. COMMUNICATIONS**

None

Respectfully submitted,

Carol J. Jones  
Interim Clerk, City of Dexter

Approved for Filing: \_\_\_\_\_



## STAFF REPORT

**To:** Chairman Kowalski and Planning Commission  
Courtney Nicholls, City Manager

**From:** Michelle Aniol, Community Development Manager

**Date:** January 26, 2016

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### Planned Unit Development Update

- At your last meeting, staff provided a flow chart of the Planned Unit Development (PUD) process. Upon further review, staff has updated it to provide greater detail regarding the next steps following Area Plan Approval. For example, an Approved Area Plan for a project 80 acres or less allows an applicant to submit for final site plan review, in accordance with Section 21.04.E. An Approved Area Plan for a project more than 80 acres allows an applicant to submit for preliminary site plan review. The flow chart has been updated to reflect these details.

### City Council Updates

- City Council adopted a new mobile vending policy and ordinance at its meeting on January 11, 2016. Copies of the policy and ordinance accompany this memo.
- City Council adopted a Resolution Establishing Organizational Matters at its meeting on January 25, 2015. A copy of the Resolution accompanies this memo.
- City Council approved the rezoning of First Street Park from R-3 Multiple Family Residential and I-1 Limited Industrial Districts to PP Public Park District, at its meeting on January 25, 2016. A Notice of Adoption of this Amendment to the Zoning Map must be published in the newspaper of local circulation within 15 days and will become effective 7 days following publication.

### Tree Board

- The Tree Board met on Tuesday, January 19<sup>th</sup> to review the bids received in response to the 2016 & 2017 Street Planting Request for Bids. The Board also reviewed the replacement tree planting for this spring and the budget. Due to the number of trees that need to be replaced, a request for additional funding from the tree replacement fund will be presented to City Council at its next meeting, along with the contract award.

### 7850 Second St (Adair Printing Bldg.)

- The Adair Printing building is under contract to be sold to a company called Wingits ([www.wingits.com](http://www.wingits.com)). Wingits is a solutions company known for having the world's strongest fasteners and fixtures, such as grab bars, towel bars, and etc., primarily for the hospitality industry. The company holds several patents for their fastener and fixture technology.

The site (7850 Second St) is zoned I-1 Limited Industrial. Distribution and warehousing uses are allowed in the I-1 District as a special land use. The sale of the property is contingent upon the company obtaining special land use approval from the City.

The potential new owners are aware of the special land use review process and that improvements for parking and ingress/egress may be necessary due to the change in use, and the increase in truck traffic

As directed by Council, the City Engineer, Patrick Droze prepared a concept plan for roadway and parking improvements to the Edison Street ROW, as well as a probable cost estimate (attached). This action was taken as a result of a potential new company purchasing the property and changing the use of the property to warehousing and distribution.

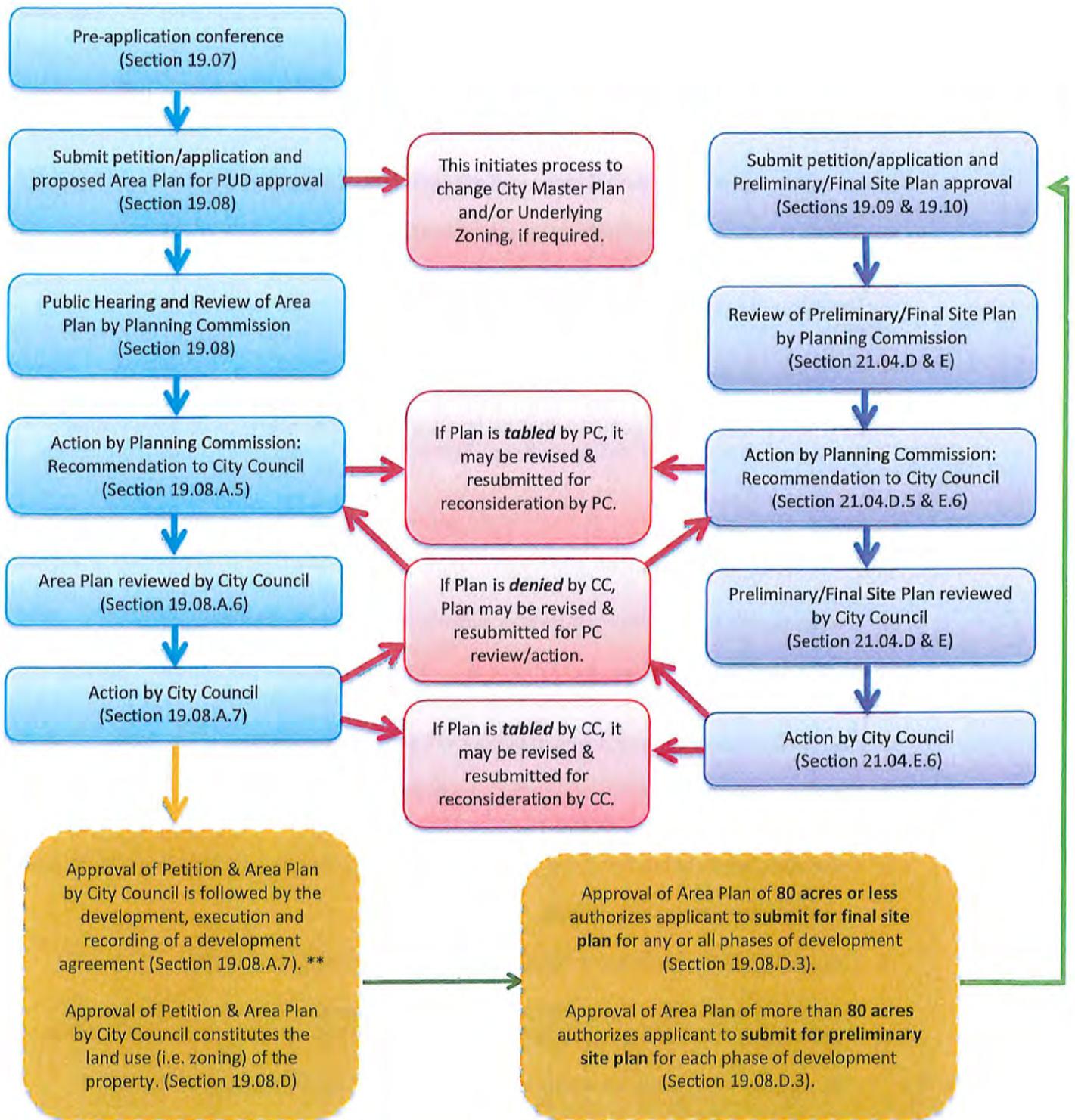
The concept plan calls for on-street parking and sidewalks on both sides of Edison Street, with a cul-de-sac at the end. This design anticipates the company making landscape improvements between the building and the parking area, and provides an opportunity for the City and company to partner and share the cost of roadway and parking improvements.

Mr. Droze estimated the probable cost for engineering design and construction of roadway and parking improvements to the Edison Street ROW at approximately \$400,000. Council determined that in order to do improvements to Edison Street it would need to use funding previously allocated for other planned road improvements. Council further determined this was not a course of action it preferred to take at this time. Therefore, the potential property owner will be responsible for providing required off-street parking wholly within the boundaries of his property.

#### **Miscellaneous Updates**

- The RFQ Committee met on Monday, January 25<sup>th</sup> to review and discuss the draft Pre-Development with Foremost Development Company. Staff will meet with the DDA Attorney Scott Munzel on Friday, January 29<sup>th</sup> for the same purpose.
- The Dextech expansion project is smaller than had initially been considered. The project will be limited to the 40,000 sq. ft. "future addition" to the manufacturing building, which was identified on the final approved site plan; back in 2013 (Sheet C1.01 accompanies this report). The Final Site Plan was approved with parking, landscaping, parking lot lighting, stormwater, etc., included for future expansions. As such, a pre-app is not required nor is it really needed in the case. Therefore staff will just meet with the applicant to go over the development review process.
- Staff has been informed that construction has been halted on a house on Bridgeway. Apparently this action was precipitated by a dispute between the new homeowner and the builder. Staff will continue to monitor the situation in the hope of preventing the partially constructed home from becoming an issue.
- ASTI has decided not to be the environmental consultant for Foremost Development Company. Tom Wackerman cited the 16+ year history the company has had with the City as the primary reason for declining the job.
- Accompanying this report you will find the fiscal year to date report of permits issued, list by category.

### CURRENT Article 19 Planned Unit Development Process



\*\*Staff is of the opinion that the development agreement may be amended to include development project details following final site plan review.

MOBILE VENDING POLICY – CITY OF DEXTER  
Adopted January 11, 2016

1. OBJECTIVES

A. The objectives of this policy shall be in accordance with the City Ordinance entitled "An Ordinance establishing procedures for the licensing of mobile vendors in the City of Dexter."

B. Definitions for relevant terminology may be found in Ordinance 2016-01, Section 1 "Definitions."

2. APPLICATION REVIEW

A. Pushcart vendors will only be permitted to vend at specific locations in the City:

1. Grassy triangular piece of public property located immediately in front of 8060 Main St., between the businesses and Main Street.
2. The piece of public property located adjacent to 3203 Broad St., next to the free-standing clock.
3. The public alleyway adjacent to 8101 Main St. and 3150 Broad St.

B. No more than two (2) pushcart vendors shall be licensed in the City at any given point in time. Failure to use a Pushcart Vendor License for three (3) consecutive weeks may result in the license being revoked.

C. In accordance with City Ordinance 2016-01, applicants must submit an application to the City Manager or their designee, along with appropriate fees to be eligible for a Pushcart Vendor License. Information to be included on the application shall include:

1. The applicant's name, current business address and telephone number.
2. Current government-issued identification document with photo of the applicant and any designated agent or person proposed to conduct pushcart vending.
3. The name under which the pushcart vendor will be doing business.
4. The proposed location(s) or geographic area from which the applicant intends to engage in pushcart vending.
5. A brief description of the nature of the pushcart vending operation and the items to be sold.
6. County health permits, if applicable.
7. A description of the pushcart to be used in the pushcart vending operation.
8. Whether the applicant or his or her designated agent has ever had any vendor license revoked or suspended and the date and jurisdiction of the denial, suspension or revocation.

D. The City Manager or their designee will review applications for conformance with the stated requirements and grant the license or deny the application.

E. Applications will be considered on a first-come-first-served basis until the specified locations are reserved for any given period of time. The City Manager or their designee will coordinate the location of use.

3. LICENSE FEES

A. Each applicant to whom a license is granted under the Policy shall pay a nonrefundable fee based on the period of use in the following amounts:

1. Less than one year - \$250.00
2. Less than six months - \$125.00
3. Less than three months - \$75.00
4. Less than 24 hours - \$15.00

#### 4. REQUIREMENTS – PUSCHART VENDORS

A. Pushcart vendors, with valid Pushcart Vendor Licenses, may engage in pushcart vending on public property at specifically designated locations in the City, subject to the following requirements:

1. Pushcart vending shall be subject to Chapter 54 of the City of Dexter's Code of Ordinances "Traffic and Vehicles."
2. Licensees shall not block or impair vehicular or pedestrian traffic.
3. Licensees shall not stop on public property without being specifically approved for a specific location.
4. Licensees shall comply with all health requirements of the Federal Government, State of Michigan, and Washtenaw County health departments.
5. Licensees shall comply with Article 3 of the City of Dexter's Code of Ordinances "Noise," and specifically section 18-61 "Noise Restrictions."
6. Tables, carts, chairs, umbrellas or other vending-related installations separate from the pushcart shall not be erected on public property.
7. Licensees shall contain all materials and supplies in the pushcart and shall not store supplies or other materials on public property.
8. A pushcart shall not be left unattended for longer than 15 minutes.
9. Pushcart vending activity shall not violate the Americans with Disabilities Act.
10. No pushcart vendor shall operate between the hours of 11:00 p.m. and 8:00 a.m.
11. Any pushcart shall be removed from public property during the hours of non-operation.
12. Licensees shall keep the areas around their pushcart vending operation clean and free from litter at all times. A licensee shall remove all garbage and debris originating from its vending operation from the City and shall not dispose of its garbage and debris in City trash receptacles or City trash compactors unless authorized by the City.
13. Licensees shall supply a refuse container for public use that is capable of accommodating all refuse generated by the vending activity which shall be maintained and emptied regularly.
14. A pushcart vendor shall only use grills or other cooking facilities that are included as part of the original pushcart manufacturing. Unattached cooking facilities, including grills, are prohibited.

15. A pushcart vendor shall only use warming or refrigeration devices that are included as part of the original pushcart manufacturing.
16. Licensees shall not connect a pushcart to a source of City electricity, water, or sewer.
17. Public property shall not be altered and permanent fixtures of any kind shall not be installed on public property by the licensee. A pushcart shall not be secured or affixed to any public structure.
18. Licensees shall not use amplification or noise-making devices.
19. A pushcart's wheels shall be safely secured while the licensee is conducting business.

#### 5. INDEMNITY AND INSURANCE

A. The Licensee shall, to the fullest extent permitted by law, defend, indemnify, and hold the City harmless against any claim that may arise from its use of public property. The Licensee shall obtain and maintain during the term of the license a comprehensive general liability insurance policy written on an occurrence basis having policy limits of no less than \$300,000 per occurrence. A certificate of insurance naming the City as an additional insured shall be filed by licensee with the approved application. The certificate shall provide that the City will receive 30 days prior written notice of cancellation or non-renewal.

CITY OF DEXTER  
ORDINANCE #2016 - 1

AN ORDINANCE ESTABLISHING PROCEDURES FOR THE LICENSING OF MOBILE VENDORS IN THE CITY OF DEXTER.

1. ORDINANCE OBJECTIVES:

- A. To protect the health, safety, and welfare of the residents of the City of Dexter.
- B. To protect businesses that pay property taxes located in the City of Dexter.
- C. To ensure that applicants meet all applicable federal, state, and local laws and health codes.
- D. To ensure that proposed businesses add to the vitality and aesthetic appeal of the community.
- E. To create a business incubator opportunity in the downtown.

2. DEFINITIONS

- A. *Applicant* means any person who desires to conduct a pushcart vending operation on public property.
- B. *City* means the government organization that is the City of Dexter, Michigan.
- C. *City Manager* means the Chief Administrative Officer of the City and includes the position of Acting City Manager and Interim City Manager.
- D. *Designated agent* means the person designated by the applicant to receive notices authorized by this Ordinance on behalf of the applicant.
- E. *Food* means any products sold for human consumption, the sale of which is not prohibited by law.
- F. *Licensee* means an applicant who has obtained a license pursuant to this Ordinance to conduct a pushcart vending operation on public property.
- G. *Pushcart vendor* means a person who engages in pushcart vending.
- H. *Pushcart Vendor License* means a license that permits a pushcart vendor to engage in pushcart vending.
- I. *Pushcart vending* means selling, serving, or offering food for sale from a pushcart located on public property.
- J. *Mobile vending unit* means any motorized or non-motorized vehicle, cart, trailer, kiosk or other device designed to be portable and not permanently attached to the ground (other than a pushcart) that typically stops at a public or private property site for more than five minutes from which goods, wares, merchandise or food is vended, sold, served, displayed or offered for sale (e.g. food trucks).
- K. *Public property* means any public street, highway, alleyway, parking space, park, sidewalk or other property owned by the City of Dexter or the City's Downtown Development Authority.
- L. *Pushcart* means a non-motorized cart, kiosk or portable stand under 10' x 10' designed to be readily moveable from which goods, wares, merchandise or food are sold.

M. *Transitory vending unit* means a motorized vehicle that visits, or stops on, multiple public or private property locations on a daily basis for no more than five minutes per site per day from which food is vended, sold, served, or offered for sale (e.g. ice cream trucks). Transitory vending is not subject to regulation under this Ordinance section.

N. *Transitory vendor* means a person who sells, serves or offers to sell food, from a transitory vending unit. Transitory vendors are not subject to regulation under this Ordinance section.

### 3. PUSCHART VENDOR LICENSING

A. No person shall engage in pushcart vending on public property, except as specifically authorized by a Pushcart Vendor License.

### 4. POLICY

A. The City Manager shall adopt, or approve for adoption, a policy containing rules and regulations respecting the acquisition of a license by an applicant or designated agent for pushcart vending. These regulations may include dates of operation, hours of operation, locations, liability insurance, refuse containment, outdoor storage, and any other regulations as may be deemed necessary to protect the health, safety, and welfare of the residents of Dexter.

B. An applicant for a Pushcart Vendor License shall file an application form provided by the City Manager or their designee, along with appropriate fees.

C. The City Manager or their designee shall issue a Pushcart Vendor License authorizing pushcart vending subject to state, county, local health rules and regulations, and all City ordinances and codes along with the requirements of this Ordinance.

D. No person shall engage in pushcart vending, or employ or hire another to engage in such vending within the City, without possessing a valid license as provided in this Ordinance.

E. The vending, selling, serving, displaying or offering for sale of products other than food from a pushcart is prohibited on public property.

F. Licenses issued pursuant to this Ordinance shall not be transferable from one person to another. Any change in information provided in the application shall be provided to the City Manager or their designee within ten calendar days of any such change.

G. Any license issued to a pushcart vendor shall be displayed on the pushcart and shall be produced upon request of any law enforcement officer, city code inspector or county health inspector. Any required health inspection certificates shall also be displayed on the pushcart. Any change in the information provided in the application shall be provided to the City Manager or their designee within ten calendar days of any such change.

H. Vending, selling, serving, displaying or offering goods, wares, merchandise or food for sale from a mobile vending unit is prohibited on public property.

### 5. FEES

A. Each applicant to whom a license is granted under this article shall pay a nonrefundable fee in an amount established by City Council resolution.

### 6. LICENSE DENIAL; REVOCATION; SUSPENSION

A. Any application for a license may be denied, or any license may be revoked or suspended for a period up to one year, by the City Manager or their designee for any of the following reasons:

1. Fraud, misrepresentation, or false statement contained in the application.
2. Any violation of the provisions of this Ordinance or the accompanying policy regulating pushcart vending within one year prior to the date of application.
3. The applicant or designated agent has had any vendor license issued by any municipality revoked or suspended within the previous year.
4. The applicant has a suspended driver's license or has employed or hired a designated agent who has a suspended driver's license to transport the pushcart by motorized vehicle.
5. An application for a Pushcart Vendor License will be denied if the maximum number of Pushcart Vendor Licenses for the City as set forth in the pushcart vending policy has already been issued. Failure to use a Pushcart Vendor License may result in the City revoking the license.

B. In determining the appropriate administrative sanction, the City Manager or their designee shall consider the following factors: nature and timing of prior warnings; date(s) of violation; previous violations; duration of license; investment in business; circumstances of the violation; punishment imposed for previous violations; cooperation with City officials; and other aggravating or mitigating circumstances directly relating to any violation. If the City Manager or their designee determines that an application should be denied or that a license should be revoked or suspended, the City Manager or their designee shall notify the applicant or licensee in writing and identify the grounds by certified mail to the most recent mailing address as reflected in the records of the City Manager or their designee.

C. Appeals relating to the denial of a license application may be made to City Council. All such appeals shall be filed within 21 days after the City Manager provides the applicant with written notice of the denial.

D. It shall be unlawful for any person to operate a pushcart vending operation while the license for the pushcart vending operation is suspended or revoked. No license suspended or revoked shall be reinstated until a fee has been paid.

## 7. EXEMPTIONS

A. The following persons are exempt from the licensing requirements of this Ordinance:

1. Any person exempt from the licensing requirements of this chapter under state or federal law.
2. A person selling at a farmer's market, fair, festival or special event in connection with an approved special event. The person must receive permission to vend during the event from the sponsoring organization.
3. Any person vending, selling, serving, displaying or offering goods, wares, merchandise, or food for sale from a mobile vending unit on public property during permitted special events. The person must receive permission to vend during the event from the sponsoring organization.

## 8. VIOLATIONS AND PENALTIES

A. Any licensee, designated agent, or other person having control over any pushcart vending operation who causes, permits or facilitates any violation of any provision of this Ordinance is guilty of a

misdemeanor, pursuant to Chapter 1, Section 12 of the City of Dexter Code and may be enforced by a police officer or other authorized City official. Each day any violation of any provision of this Ordinance, or the failure to perform any act or duty required by this Ordinance, exists shall constitute a separate violation or offense.

9. SAVINGS CLAUSE

A. The various parts, sections and clauses of this Ordinance are declared to be severable. If any part, sentence, paragraph, section or clause is judged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected.

10. REPEAL

A. This Ordinance will supersede Ordinance Chapter 34 with regard to pushcart vending on public property. In all other regards, Ordinance Chapter 34 will control.

B. All regulatory provisions contained in other City ordinances which are inconsistent with the provisions of this Ordinance are repealed.

11. EFFECTIVE DATE; PUBLICATION

A. This Ordinance shall become effective upon publication of a notice in a newspaper circulated in the City, stating the date of the enactment and the effective date of the ordinance, a brief notice as to the subject matter of this Ordinance, and such other facts as the City Manager or their designee shall deem pertinent and that a copy of the ordinance is available for public use and inspection at the City office.

I, Carol Jones, Interim City Clerk for the City of Dexter, State of Michigan, do hereby certify that at a regular meeting of the Dexter City Council, held at the Dexter Senior Center, 7720 Ann Arbor Street, Dexter, MI 48130 in said City at 7:30 pm on the 11<sup>th</sup> day of January 2016, that the above ordinance was adopted. A public hearing on the ordinance was held on December 14, 2015.

Members Present: Keough, Smith, Fisher, Knight, Michels, Carson and Tell

Members Absent: None

That up on a motion made by Tell and seconded by Carson said Ordinance was adopted on the following roll call vote:

Ayes: Knight, Michels, Tell, Keough

Nays: Smith, Fisher, Carson

Members Absent: None

I further certify that on the 20<sup>th</sup> day of January 2016, I caused a summary of the regulatory effect of said Ordinance to be published in The Sun Times News, a newspaper circulated in the City of Dexter, and that said Ordinance and the record of publication was duly recorded in the Book of Ordinances of the City of Dexter and is available for public use and inspection at the City of Dexter Offices. The ordinance shall take effect upon publication.

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Carol J. Jones, Interim City Clerk

2016-xx

**RESOLUTION FOR THE PURPOSE OF ESTABLISHING ORGANIZATIONAL  
MATTERS FOR THE CITY OF DEXTER**

At a regular meeting of the City Council of the City of Dexter, Michigan called to order by Mayor Shawn Keough on January 25, 2016 at 7:30 p.m., the following resolution was offered:

Moved by:                      Supported by:

**WHEREAS**, the City intends to generally utilize various firms and individuals for particular matters to coincide with the regular City election every November of odd years, and

**WHEREAS**, the following firms and individual appointments can be changed as deemed necessary by Council by a simple majority vote of Council at any point during this time period.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council does confirm using the following firms and individuals as needed in their respective responsibilities:

1. Bank Signatories: Mayor Shawn Keough, Treasurer Marie Sherry, Mayor Pro Tem Ray Tell, and City Manager Courtney Nicholls
2. Mayor Pro Tem: Ray Tell
3. Attorney for enforcement of Traffic Laws: Tom Stringer
4. Attorney for Bonding Matters: Miller Canfield
5. Attorney for General Legal Matters: Dykema and Scott Munzel
6. Attorney for Contested NPDES Permit: Varnum, Riddering, Schmidt & Howlett
7. Consultants for Planning and Zoning Matters: Carlisle/Wortman Associates, Inc.
8. Financial Consultant: Tom Traciak, Umbaugh & Associates
9. General Consultant for Engineering Matters: OHM Advisors
10. Consultant for Parks & Recreation Matters: Smith Group JJR
11. Specialized Water & Sewer Engineering & Consulting: Williams & Works; Flies & Vandenbrink
12. Auditor: PSLZ, LLC
13. Freedom of Information Officer: City Manager
14. Street Administrator: Kurt Augustine
15. City Assessor: Renius & Renius
16. As Council representatives to the following organizations:
  - Arts, Culture & Heritage Committee                      Donna Fisher
  - Chamber of Commerce/Dexter Daze                      Julie Knight

Deleted: Donna Fisher

- Dexter Area Fire Department Board Jim Carson, Shawn Keough
- Election Commission City Clerk, Donna Fisher, Michael Raatz
- Parks & Recreation Commission Ex-officio Ray Tell Deleted: Julie Knight
- Planning Commission, Ex-officio James Smith
- Zoning Board of Appeals Zach Michels Deleted: Ray Tell
- CAPT/DART Jim Carson
- Gateways (Big 400) Initiative Carol Jones, Paul Cousins
- SH Becky Murillo Deleted: <#>Healthy Communities Committee/5-H Julie Knight
- Huron River Watershed Council/Stormwater Paul Cousins
- Library Board Pat Cousins
- SEMCOG Shawn Keough
- WATS (Technical and Policy) Jim Carson (Policy), OHM (Technical)
- Washtenaw Area Value Express (WAVE) Jim Carson
- Economic Preparedness Jim Carson, Donna Fisher, Shawn Keough
- Facilities Committee Shawn Keough, Fred Schmid (DDA rep), Julie Knight, James Smith and Paul Cousins (Citizen Rep)
- Farmer's Market/Community Garden Committee Julie Knight
- Finance Committee Shawn Keough, Zach Michels Deleted: Joe Semifero
- Street/Road Committee Ray Tell, Jim Carson Deleted: Joe Semifero
- Utilities Committee Zach Michels, Ray Tell, Shawn Keough Deleted: Joe Semifero
- Website Committee James Smith, Donna Fisher, Shawn Keough

**BE IT FURTHER RESOLVED**, that the City of Dexter is committed to fostering an environment that encourages the purchase of local goods and the use of local business; and

**BE IT FURTHER RESOLVED**, that the regular meeting of the City Council shall be held the 2<sup>nd</sup> and 4<sup>th</sup> Monday of each month at 7:30 p.m. at the Dexter Senior Center – 7720 Dexter Ann Arbor Road; and

That, all representatives shall report to Council as scheduled, review significant issues and proposals with Council for input and discussion, as needed; and That the Regular Meeting of the City Planning Commission shall be held the 1<sup>st</sup> Monday of each Month at 7:00 p.m. at the Dexter Senior Center – 7720 Dexter Ann Arbor Road; and

- Deleted: and forward copies of meeting agendas and minutes to City Council in a timely fashion,]
- Deleted: 30
- Deleted: Village

That the Regular Meeting of the City Parks & Recreation Commission shall be held the 3<sup>rd</sup> Tuesday of each month at 7:00 p.m. at the City Offices – 8123 Main Street; and

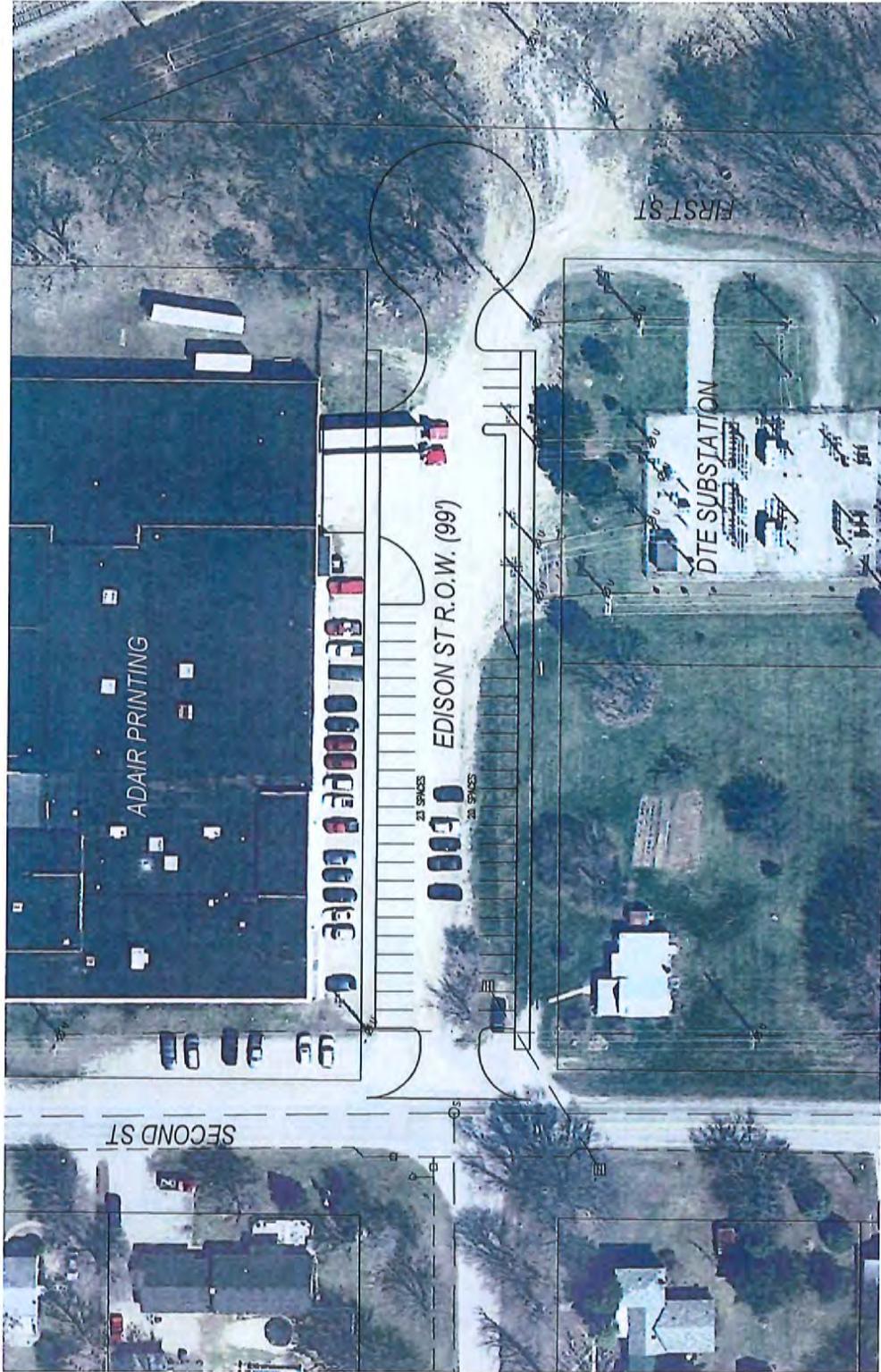
That the Regular Meeting of the Zoning Board of Appeals shall be held the 3<sup>rd</sup> Monday of each month at 7:00 p.m. at the Dexter Senior Center – 7720 Main Street. (Meetings will only be held when requests are pending.)

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED THIS \_\_\_ DAY OF \_\_\_\_\_ 2016.

\_\_\_\_\_  
Carol J. Jones, Interim City Clerk



SCALE	H: 1"=80'	V: N/A
SHEET	1 OF 1	

EDISON STREET EXTENSION  
ROADWAY AND PARKING CONCEPT

CITY OF DEXTER  
34000 Plymouth Road | Livonia, MI 48150 | P (734) 522-6711 | F (734) 522-6427 | WWW.OHM-ADVISORS.COM

JOB #  
0130-16-0011

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DRAWING PATH: T:\Livonia\CD00\Gaster\CD00626.dwg     Jan 20, 2016 - 12:07pm



ohm-advisors.com

Client: City of Dexter  
 Project: Second St with Parking  
 OHM JN: 0130-16-0010  
 Sheet: ENGINEER'S OPINION OF PROBABLE COST  
 Date: 1/19/2016 By: TJL  
 Checked: PMD

**PROJECT WORK SHEET**

architects. engineers. planners.

ITEM CODE	DESCRIPTION	UNIT	TOTAL	UNIT PRICE	COST
1	Mobilization, 10%	LS	1	\$ 27,500.00	\$ 27,500.00
2	SESC	LS	1	\$ 1,500.00	\$ 1,500.00
3	Sewer, Class IV, 12 Inch, Tr Det B	Ft	100	\$ 50.00	\$ 5,000.00
4	Sewer, Class IV, 30 inch, tr Det B	Ft	450	\$ 90.00	\$ 40,500.00
5	Dr Str, 24 Inch	Ea	6	\$ 1,800.00	\$ 10,800.00
6	Dr Str, 48 inch	Ea	2	\$ 2,750.00	\$ 5,500.00
7	Dr Str, 60 Inch	Ea	2	\$ 3,750.00	\$ 7,500.00
8	Station Grading	Sta	5	\$ 4,000.00	\$ 20,000.00
9	Agg Base, 8 inch	Syd	1411	\$ 8.00	\$ 11,288.89
10	Agg base, 10 inch	Syd	1643	\$ 14.00	\$ 23,003.56
11	HMA, 2C, 3 Inch	Ton	256	\$ 77.50	\$ 19,874.62
12	HMA, 3C, 2.5 Inch	Ton	369	\$ 85.00	\$ 31,384.83
13	HMA, 13A, 1.5 Inch	Ton	217	\$ 90.00	\$ 19,545.08
14	4" Walk	Sf	3875	\$ 4.50	\$ 17,437.50
15	Curb and Gutter, F4	Ft	1343	\$ 17.00	\$ 22,831.00
16	Slope Restoration, Type B	Syd	1681	\$ 4.50	\$ 7,565.00
17	Pavement Markings	LS	1	\$ 1,000.00	\$ 1,000.00
18	Storm Water Management *	LS	1	\$ 35,000.00	\$ 35,000.00

SUBTOTAL \$307,230.47  
 CONTINGENCY 10% \$30,723.05  
**TOTAL OPINION OF PROBABLE CONSTRUCTION COST = \$337,953.52**  
**ENGINEERING AN CONSTRUCTION FEE= \$67,600.00**  
**TOTAL OPINION OF PROBABLE COST = \$405,553.52**

\* Storm Water Management Item does not include any enviromental remediation that may be required.

SUBJECT	BY	SHEET NO.	JOB NUMBER
	DATE <u>1/30/2016</u>	OF <u>1</u>	.

(print date)



# PERMITS ISSUED LIST BY CATEGORY TOTALS

Categories/Number of Permits

Addition-single family	1
Addition-Single Family	7
Building Sign	4
Change In Tenant	2
Comm office building	1
Comm Office Building	1
Deck	8
Demolition	7
Demolition-Interior Only	1
Detached Structure	1
Exterior Remodel	4
Exterior Remodeling	2
Fence	8
Ground Sign	3
Interior Remodel	12
Interior Remodel/Change of	1
Multi family dwelling	4
New Single Family	5
New Single Family Dwelling	14
Other Property Alteration	1
ROW Residential	17

<b>ROW work in</b>	<b>12</b>
<b>Special Events/Other Temp</b>	<b>1</b>
<b>Temp Non Residential</b>	<b>1</b>
<b>Temp. Commercial Sign</b>	<b>4</b>

**122**

Population: All Records

Permit.DateIssued Between 7/1/2015

12:00:00 AM AND 6/30/2016 11:59:59 PM



## STAFF MEMORANDUM

**To:** Chairman Kowalski and Planning Commission  
Courtney Nicholls, City Manager

**From:** Michelle Aniol, Community Development Manager

**RE:** Consider Resolution to Recommend Adoption of Amendment to Master Plan

**Date:** January 26, 2015

---

Attached for your consideration is a Resolution recommending City Council approval of an Amendment to the City of Dexter Master Plan.

The Planning Commission conducted a public hearing to consider an Amendment to the City of Dexter Master Plan regarding Oil and Gas Drilling Operations on January 4, 2016. The Planning Commission postponed action to its next meeting (i.e. February 1, 2016), following the public hearing.

The proposed amendment includes the following modifications to the current Master Plan:

- Page 13 – A new heading entitled "Oil and Gas Drilling" has been added under City Planning Initiatives.
- Page 19 – The introductory paragraph has been modified to include protection of resources.
- Page 21 – A new bullet (last bullet) under City of Dexter Goals was added.
- Page 22 – Objective #9 under Natural Resources was added (numbering modified for inclusion).
- Page 32 – Objective #3 under Transportation was added (number modified for inclusion).
- Page 34 – Objective #9 under Community Facilities was added.
- Page 45 – Oil and gas exploration and development was added to the listing of appropriate uses in the Light Industrial Future Land Use Category.
- Page 46 – Oil and gas exploration and development was added to the listing of appropriate uses in the Light Industrial Future Land Use Category.
- Page 77 – Water Resources (bottom of page) was re-drafted to include language related to conservation and protection of water bodies as a single interconnected hydrologic system.
- Page 87 – Bullet #5 under Zoning Requirements modified to include natural resource reference.
- Page 88 – (First Bullet on page) Last bullet under Zoning Requirements was added.
- Page 88 – Item #7 has been added under Zoning Adjustments.
- Page 89 – Items #2-4 have been added under Zoning Adjustments.

Resolution # \_\_\_\_\_

CITY OF DEXTER

PLANNING COMMISSION

WASHTENAW COUNTY, MICHIGAN

**CITY OF DEXTER MASTER PLAN AMENDMENT ADOPTION RESOLUTION**

**CITY OF DEXTER PLANNING COMMISSION**

WHEREAS, Act 33, Public Acts of Michigan, 2008, as amended, provides for a Municipal Planning Commission to prepare and amend a Master Plan for the physical development of the community; and,

WHEREAS, the City of Dexter Planning Commission has prepared an amendment to the Master Plan for the City in compliance with said Act 33, and,

WHEREAS, the City of Dexter Planning Commission has provided opportunity for public input into the Master Planning amendment process; and,

WHEREAS, the City of Dexter Council approved and subsequently distributed a draft copy of the Amendment to the Master Plan to all of the bodies required by said Act 33 for review and comment; and,

WHEREAS, no person or entity submitted comments indicating that the proposed City of Dexter Amendment to the Master Plan is substantially inconsistent with the Master Plan of any adjacent community; and,

WHEREAS, The City of Dexter Planning Commission held a formal public hearing on the draft Amendment to the Master Plan on January 4, 2016 in order to provide additional opportunity for public comment; and,

WHEREAS, the citizens of the City of Dexter were afforded the opportunity to provide oral and written comments on the draft plan amendment, which comments have been carefully considered by the Planning Commission; and

WHEREAS, based on the consideration of public comments the City Planning Commission is satisfied that the Amendment to the Master Plan is ready for adoption:

NOW, THEREFORE, LET IT BE RESOLVED, that the City of Dexter Planning Commission does hereby recommend that the City of Dexter Amendment to the Master Plan be adopted by the City Council; and

FURTHER, LET IT BE RESOLVED, that said plan amendment to be dated as recommended this day of January 4, 2016; and

FURTHER, LET IT BE RESOLVED, that the City of Dexter Planning Commission does hereby direct the Commission Chairperson and Commission Secretary to sign this Resolution signifying the recommended adoption of the Amendment to the City of Dexter Master Plan, and to file attested copies of the amended Plan with the City Clerk.

MOVED BY:

SECONDED BY:

YEAS:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED THIS 4<sup>th</sup> DAY of JANUARY 2016.

---

Matt Kowalski, Planning Commission Chairperson

I hereby certify that the attached is a true and complete copy of a resolution adopted by the City of Dexter Planning Commission, County of Washtenaw, State of Michigan, at a regular meeting held on the 4<sup>th</sup> day of JANUARY, 2016.

---

CERTIFIED BY:

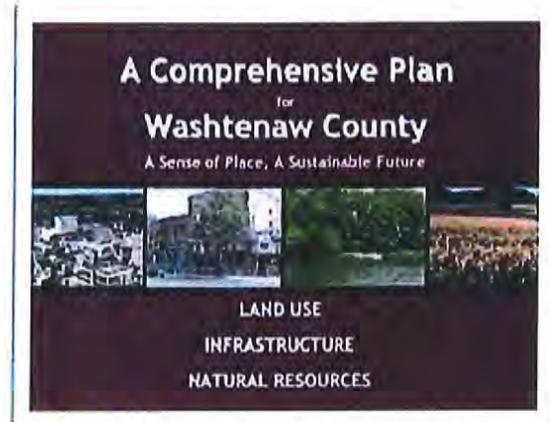
Marni Schmid, Planning Commission Secretary

**Oil and Gas Drilling** - The City of Dexter has experienced increased interest in oil and gas exploration and development, which the City will balance with other community goals for existing and planned land uses, including natural resource protection.

## County Planning Initiatives

A number of planning initiatives recently took place in Washtenaw County and the City of Dexter which have relevance to the current Plan. Elements of these various plans and initiatives are incorporated throughout this document.

**2004 Washtenaw County Comprehensive Plan** – While the County Plan is now becoming dated, there are elements of this plan that remain relevant for the City of Dexter. The 2004 Comprehensive Plan for Washtenaw County recommends a development pattern for the City of Dexter described and illustrated below as follows:



- \* Sustainable small city and village development encouraging social interaction and environmental health;
- \* Reduce negative impacts and made future development more livable by changing existing land use patterns in areas surrounding villages;
- \* Development within one-half (1/2) mile of existing village limits should be developed at higher densities, and a grid system of roads with sidewalks should be required to provide convenient and alternative vehicle and pedestrian access to downtown main streets;
- \* Encourage infill development opportunities, particularly by encouraging urban service districts; and
- \* Develop model ordinance to ensure desired character of community is retained such as architectural guidelines, landscaping, signs, lighting and parking standards.

**Washtenaw Area Transportation Study (WATS)(Updated 2011)** - The Washtenaw Area Transportation Study has updated a long-range transportation plan for the County. The plan includes goals and capital and operating improvement projects which involve reconstruction or resurfacing, transit improvements, intersection and widening projects, as well as non-motorized projects (see Transportation Plan (pg. 49) for additional information).

**Washtenaw County Non-Motorized Plan (2006)** - WATS was also involved in the Washtenaw County Non-Motorized Plan which inventoried existing County-wide, non-motorized transportation facilities, identified missing links and provided

# Community Goals and Objectives

The City of Dexter is a growing community that faces the difficult challenge of accommodating increasing growth and development, and private land uses and values, while retaining its small town character, protecting natural resources, including air, water and public land. A key component of the City of Dexter Master Plan is the articulation of a vision for the City's future growth and the formulation of community goals which reflect the community desires regarding how to respond to future development.

The goals of the community attempt to balance the various interests and ensure that each development decision is consistent with the overall vision for the City. They help convey preferred development strategies and outline development policies for the City.

The goals were developed with input from residents, property and business owners, the Planning Commission, the City Council and other City officials. Public participation was sought through an on-line survey of residents. A summary of the survey findings can be found in the Appendix.

## Public Participation

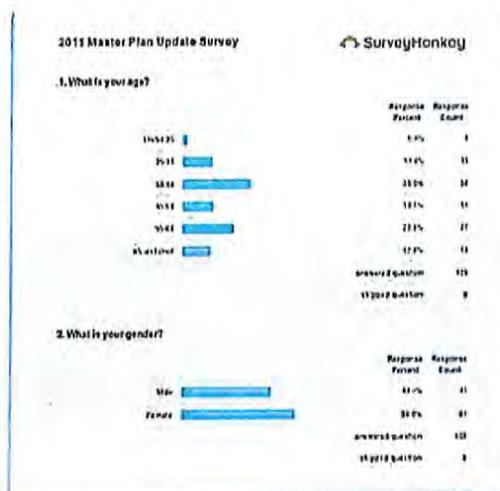
### Master Plan Update Survey

In early 2011, the City of Dexter began a comprehensive survey of its residents. Surveys are an important tool in obtaining the input of participants on many important issues facing the community. This input will assist the City's elected and appointed officials in the process of preparing a Master Plan. The responses provided will help guide the City in the process of preparing land use and transportation, arts and culture, recreation and leisure activities and other City policies.

An on-line community survey was made available to residents in early 2011. A total of 162 people participated in the survey which concluded in spring 2011.

The survey included four (4) sub-topics of questions:

- (1) Demographics – inquired about age, gender, educational attainment, household income, employment status, etc.
- (2) Strengths and Weaknesses – these questions were primarily open-ended in nature. They asked respondents what they like best/least about the City of



- \* Encourage development in the Baker Road and Dexter-Ann Arbor Road corridors that is separate and distinct from the Downtown that serves the needs of Dexter's growing population.
- \* Encourage common design elements, such as: architecture, streetscape, signage, and landscaping that promote continuation of the downtown theme along the Baker Road corridor.
- \* Provide commercial areas that meet the needs of City residents in terms of location and services offered.
- \* Promote quality, job producing economic development within the City that serves the needs of the City residents.
- \* Provide a variety of safe, efficient modes of transportation to meet the needs of City residents and visitors.
- \* Provide timely, efficient and quality governmental services to City residents.
- \* Assure that new development , and existing residential, commercial and industrial areas, protect the City's small town character, open space, natural resources and recreational values of the City from activities and land uses related or ancillary to mineral, sand and gravel, and oil and gas exploration and development.

## Natural Resources

*Protect and maintain the City's natural resources, particularly the Huron River and Mill Creek areas.*

### **Objectives:**

1. Guide development to foster the responsible use of land, preserve natural features, and to make the best use of existing public services, utilities, and infrastructure.
2. Protect and enhance the Huron River and Mill Creek. Collaborate with Huron-Clinton Metropolitan Authority, Washtenaw County Water Resources, Huron Watershed Council and Washtenaw County, when possible to improve water quality.
3. Promote protection and maintenance of the City's natural landscape.
4. Protect and preserve existing trees and wooded areas within the City.



5. Promote street tree planting to help preserve the residential character and tree-lined streets of the City.
6. Promote safe management of disposal of all waste materials, both hazardous and non-hazardous, which are generated within or transported through the City through coordination with state and local agencies to ensure that contaminated sites are returned to an acceptable environmentally safe condition.
7. Reduce noise and air pollution and site lighting levels so as to minimize their impact on residential areas.
8. Continue to concentrate efforts on wellhead protection and groundwater quality to protect this vital community resource through the protection program initiated by the City.
9. Protect the water quantity and quality of the City's rivers, streams, groundwater, springs, lakes, ponds, wetlands, and creeks, particularly the Huron River and Mill Creek, as a single interconnected hydrologic system.
10. Continue to monitor and improve the City's wastewater treatment and stormwater management systems to minimize negative impacts on City residents, the Huron River and Mill Creek.
11. Utilize progressive stormwater management and erosion control techniques to ensure that development will not adversely impact natural resources and surrounding property. Incorporate Federal Phase II Stormwater Requirements and Guidelines into planning review process of the City.
12. Encourage the use of best management practices and low impact development (LID) strategies to minimize stormwater run-off.

### Recreation / Open Space

*Provide various passive and active recreational opportunities for all residents of the City including programs and activities offered by the City and other agencies.*

#### **Objectives:**

1. Meet present and future community needs for parks, greenways, trails and recreation by planning and developing a system of parks, greenways, open space and recreation facilities and encouraging the preservation of green space and the development of new parks and/or recreation assets when opportunities arise.

## Transportation

*Provide a variety of safe, efficient modes of transportation to meet the needs of City residents and visitors.*

### **Objectives:**

1. Maintain a transportation network that maximizes the capacity of existing roads while maintaining roadways and facilitating safe and efficient movement of vehicles and pedestrians throughout the Village.
2. Continue to evaluate and resolve issues with Village "through traffic" constraints by coordinating and cooperating with the County Road Commission.
3. Evaluate the impact of traffic generated by existing development and new or expanded land uses, including extractive uses, and work toward improvements, compatibility with other existing and planned uses, and safety concurrent with new development and uses.
4. Continue to implement access management standards for new development in order to improve the function and appearance of local streets, streetscapes and alleys; providing adequate rights-of-ways and appropriate improvements for traffic volume.
5. Encourage new streets to be designed in an interconnecting network with flexibility within the neo-traditional residential pattern, similar to the existing street network.
6. Coordinate transportation improvements with the County Road Commission and state agencies, including participation in Washtenaw Area Transportation Study (WATS).
7. Provide a variety of transportation choices including public transit and non-motorized transportation, and areas for bike parking.
8. Expand upon existing connections to create a City-wide, non-motorized network to provide opportunities for pedestrian activity such as walking, jogging and bicycling.



## Community Facilities + Services

*Provide timely, efficient and quality governmental services to City residents.*

### **Objectives:**

1. Provide and maintain open space, parks and recreation facilities to meet the needs of Village residents as formulated in the Parks and Recreation Master Plan.
2. Work with adjacent municipalities and Washtenaw County to provide area residents with high quality community services and facilities.
3. Provide adequate level of services regarding police, fire and safety services.
4. Provide adequate and affordable sewer and water service for Village residents.
5. Provide a public restroom facility in the Downtown area.
6. Provide adequate storm and seasonal services to Village residents.
7. Initiate stormwater upgrades as necessary and investigate whether a stormwater utility would be cost-effective for the Village.
8. Work with adjacent communities, Washtenaw County Water Resources Department, and the Huron River Water Shed Council to protect the area watershed.
9. Evaluate impact of new development and new and expanded land uses on community services and facilities, such as police, fire, and parks, and work to ensure there are adequate regulatory tools and resources available to support new development and uses while protecting existing and planned uses and environmental quality, in particular where uses involve a higher risk of release, discharge, or spill of hazardous substances, pollutants, or similar substances.



## Light Industrial

**Intent:** The Future Land Use Map establishes only one (1) area for Light Industrial use. This designation is intended to allow the continued operation of the current industrial uses.

**Description:** The Light Industrial area is located along Huron River Drive in the northeast corner of the City.

**Relationship to Physical and Natural Features:** Direct access to this area is provided via Huron River Drive. Municipal sewer and water are also available within this area.

**Appropriate Uses:** Desirable land uses and elements of the Light Industrial category are:

- \* Light manufacturing, assembly, packaging, and testing facilities that provide:
  - o Abundant landscaping
  - o Screening of services and loading areas
  - o Landscape buffering to protect adjacent residential uses
- \* Oil and gas exploration and development, and similar extractive activities, to the extent the activities and uses are: sufficiently setback from incompatible uses, such as residential, office, commercial, recreation/conservation, and environmentally sensitive areas and natural resources; and the ancillary activities and uses generating potential nuisance effects such as traffic, lights, vibration, and noise will not be incompatible with surrounding existing or planned uses.



Land intensive industrial uses should not be permitted within the City limits due to the associated off-site impacts that have the potential to significantly detract from the quality of life in the City's residential neighborhoods.

**Compatible Zoning Districts:** The I-1, Light Industrial zoning district is compatible to the Light Industrial future land use classification.

## Research/Development

**Intent:** The Research/Development land use classification provides for a diverse range of wholesale, parts assembly, high-tech industry, research facilities, laboratories and light fabrication operations.

**Description:** The Future Land Use Map designates two (2) areas for Research/Development use. The Dexter Business and Research Park is located south of Dan Hoey Road and is a subdivided industrial park targeted toward research and development activities. A second Research/Development area is located between Second Street and the Railroad. In this area, the Research/Development designation is intended to allow the continued operation of its current uses.

**Relationship to Physical and Natural Features:** Utilities are available throughout the Dexter Business and Research Park development area, and soils are generally good for building construction. A woodlands buffer exists to the south of the industrial park providing screening from uses within Scio Township.

The area between Second Street and the railroad has access via Second Street with proximity to rail available to the rear. Municipal sewer and water are also available within this area. Additional screening of the existing facility is appropriate due to its proximity to an established single-family neighborhood.

**Appropriate Uses:** Desirable land uses and elements of the Research/Development category are:

- \* Wholesale, parts assembly, high-tech industry and light fabrication operations that provide:
  - o Well-designed circulation systems
  - o Supportive facilities such as utilities
  - o Abundant landscaping, screening of services and loading areas
  - o Landscape buffering to protect adjacent residential uses.
- \* Oil and gas exploration and development, and similar extractive activities, to the extent the activities and uses are: sufficiently setback from incompatible uses, such as residential, office, commercial, recreation/conservation, and environmentally sensitive areas and natural resources; and the ancillary activities and uses generating potential nuisance effects such as traffic, lights, vibration, and noise will not be incompatible with surrounding existing or planned uses.

**Compatible Zoning Districts:** The RD, Research and Development, zoning district is compatible to the Research/Development future land use designation.

### **Public/Semi-Public**

**Intent:** The Future Land Use Map designates uses such as existing and planned municipal buildings and facilities, parks, churches, cemeteries, public schools, and other uses providing public or semi-public services within this category. The Master Plan also designates areas for additional neighborhood parks in the City to assist in meeting the recreational needs associated with future population increases and the

2010, a Tree Replacement Account was set up with a significant contribution from the United Methodist Retirement Community for tree removal that occurred as part of the Cedars of Dexter site development. When considering land to be annexed, saving existing natural features and protecting habitats should be a priority.

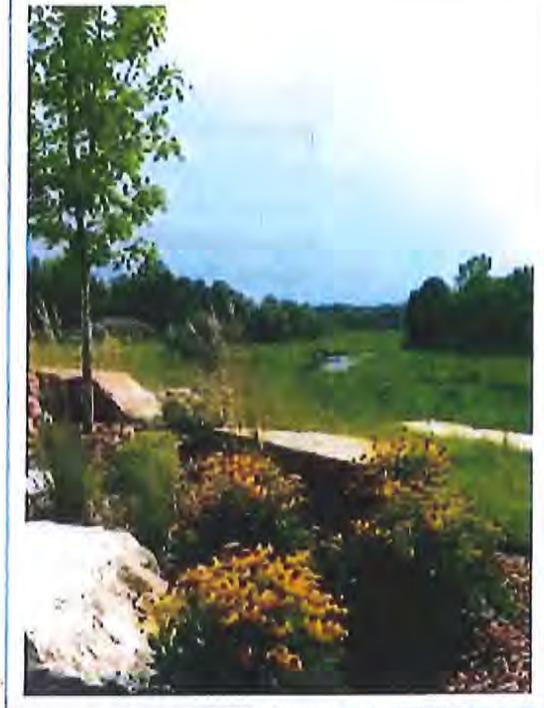
The Village's northeastern border along the Huron River remains the most naturally preserved. This section of town is within the Village's Public Park Zone, as can be seen in the City zoning map. The Public Park Zone has the greatest potential for becoming a link to the Washtenaw Counties regional greenway system due to its location adjacent to the Huron River and the abundant natural resources and recreation opportunities available.

The Mill Creek within the City provides residents with considerable access to natural resources. The Mill Creek, just west of downtown, was re-established in 2008 following the removal of the dam built by Henry Ford in 1932. In 2011-12 the City will begin the process of reclaiming the former dam impoundment into the Mill Creek Park with assistance from several grants, general funds and Washtenaw County Parks. Stream restoration efforts, habitat enhancement, boardwalks, fishing and observation decks, boat launches, an amphitheater and stone seating areas will be constructed within Mill Creek Park. Washtenaw County Parks and Huron Clinton Metropolitan Authority (HCMA) will also complete a portion of the Border-to-Border Trail north of the City by the fall of 2012. A subdivision connector to the Westridge Subdivision will also be completed in 2011. The combined trails north and east of the City will compile over fifteen (15) miles of non-motorized pathways around the Village's borders. The Mill Creek Park and the newly accessible areas will remain a place for wildlife to subsist and for residents and visitors to enjoy.

The City of Dexter is within the scenic and natural open areas of the Middle Huron River Watershed, which consists of plans to further develop the existing natural areas within the City to enhance the small town feel. The Village's goal is also to provide wildlife habitat and recreation opportunities for City residents and guarantee that the resources that exist today continue to be preserved into the future.

#### Water Resources

The Huron River and its largest tributary, the Mill Creek, encircle the City of Dexter. The Huron River constitutes primarily the northern border of the Village, with some minor exceptions. The Mill Creek is the west border of the Village, although a site condominium project (Westridge of Dexter) was also annexed beyond the Mill Creek. It is essential to the health of these water bodies to conserve and protect



water quality and quantity and to regulate in a manner that recognizes that groundwater, springs, creeks, streams, lakes, ponds, and wetlands are a single interconnected hydrologic system.

The Huron River Watershed Council (HRWC) is staffed with experts in the fields of watershed management, river ecosystems and river habitats. The HRWC provides information on watershed management and protection and organizes community groups and volunteers for river clean-up days and other habitat monitoring and restoration projects. The HRWC is a regional organization that the City participates with and is a member of, although the HRWC has taken the lead in the conservation and education of the river and its tributaries.

The Village, as well many communities along the middle stretch of the Huron River, is under a total maximum daily load for phosphorous into the Huron River. The City is working to address this through a cooperative effort with other impacted municipalities to reduce loading.

### School Facilities

Dexter Community Schools are ranked in the top twenty percent (20%) of schools within the State of Michigan. The Dexter Community School District campus size has also dramatically increased in the past decade along with the Village's population. In 1998, two (2) new schools were built, Cornerstone Elementary and Mill Creek Middle School, and in 2002 a new high school opened.



Dexter Community School facilities include: two (2) kindergarten through second grade elementary schools (Bates and Cornerstone); one (1) third and fourth grade elementary school (Wylie); one (1) fifth and sixth grade intermediate school (Creekside); one (1) seventh and eighth grade middle school (Mill Creek); and Dexter High School for grades nine through twelve. The City collaborates with the school district on many initiatives given that a majority of the school's campus is located within the City limits.

# Implementation

The Master Plan is essentially a statement of goals and objectives designed to accommodate future growth and redevelopment. As stated in the introduction of this document, the Master Plan is the officially-adopted document that sets forth an agenda for the achievement of goals and policies. It helps develop a balance of orderly change in a deliberate and controlled manner that permits controlled growth. As such, it provides the basis upon which zoning and land use decisions are made.

The Plan forms the philosophical basis for the more technical and specific implementation measures. It must be recognized that development and change will occur either with or without planning, and that the Plan will have little effect upon future development unless adequate implementation programs are established. This section identifies actions and programs that will be useful if the Plan is to be followed.

A variety of programs or administrative tools are available to allow the Plan to succeed. These include:

## Zoning Requirements

Zoning is the development control that has been most closely associated with planning. Originally, zoning was intended to inhibit nuisances and protect property values. However, zoning should also serve additional purposes that include:

- \* To promote orderly growth in a manner consistent with land use policies and the Master Plan.
- \* To promote attractiveness in the Village's physical environment by providing variation in lot sizes, architectural design guidelines and appropriate land uses.
- \* To accommodate special, complex or unique uses through mechanisms such as planned unit developments, overlay districts, or special land use permits – specifically within the areas designated for mixed use in order to allow complimentary uses and design guidelines.
- \* To guide development away from conflicting land uses (i.e. industrial uses adjacent to residential areas).
- \* To preserve and protect existing land uses, natural resources, air, land, water, and other significant natural features in accordance with the Master Plan.
- \* To promote the positive redevelopment of underutilized areas of the Village.

- \* To balance the increased interest in activities and land uses related or ancillary to oil and gas exploration and development with other community goals to ensure the uses occur in a manner consistent with other existing and planned uses, and in a manner that protects the open space, natural resources, recreation, and other priorities in the City.

The Zoning Ordinance and Future Land Use map by themselves should not be considered as the major long range planning policy of the Village. Rather, the Master Plan should be regarded as a statement of planning policy, and zoning should be used to assist in implementing that policy.

## Zoning Adjustments

Certain areas of the City have been designated for a land use classification in the Master Plan which conflicts with either existing zoning or existing land uses. These designations were developed in order to guide the desired development of these areas. Certain areas may benefit from a Village-initiated rezoning in order to provide more consistency. Additionally, other areas may continue with an existing zoning designation that, although currently conflicting with the Future Land Use designation, may be rezoned in the future once the existing use terminates or conditions change. It is at this future time the land use recommendations will provide guidance as to the proper zoning. The City Planning Commission should further study and make decisions with regard to which areas warrant Village-initiated rezoning. The following should be considered for Village-initiated rezoning:

1. Encourage new residential developments to provide contiguous internal recreational amenities.
2. Modify the CBD zoning district to ensure redevelopment, increased viability, adequate parking, walkability and the reuse of the upper floors of the existing structures.
3. Create a tree preservation ordinance.
4. Create a Huron River, Mill Creek overlay zone to ensure natural feature preservation.
5. Evaluate the adequacy of the noise, air and light standards of the Zoning Ordinance.
6. Create provisions requiring bike parking for government, commercial and educational institutions.
7. Evaluate likely potential effects of mineral, sand and gravel, and oil and gas exploration and development, on the public health, safety, and welfare; and review existing zoning and other police power ordinances to ensure they balance the need for those uses with their effects on other existing and planned uses in a manner that furthers and protects community goals and priorities, including land use, land preservation and

the protection of natural resources and water quantity and quality, transportation, and safety and community facilities and services.

Adopt land development regulations that provide standards and regulations specific to various elements within the Village:

1. Develop Stormwater Management Regulations that comply with Phase II and encourage use of Best Management Practices.
2. Adopt regulations that recognize the connection of groundwater and surface water, and include limitations that protect, and prevent pollution, impairment or diminishment of, the quantity and quality of available water resources, including aquifers, springs, rivers, creeks, ponds, and wetlands, for existing and future water needs for residential recreation, commercial, industrial, and for protection and preservation of water bodies and their natural resources and uses.
3. Review City Ordinances to ensure the City is sufficiently reviewing and collecting data and information regarding the likely effects of land uses on the public health, safety, and welfare, including the effects on the City's environmental and natural resources.
4. Review ordinances to ensure the City requires sufficient disclosure of information and permits, with sufficient conditions, to allow the fire and police to provide an emergency response adequate to protect the public health, safety, and welfare to the spill or other release of hazardous or other dangerous substances or pollutants during transport of use.
5. Create development design guidelines as a means of preserving the existing architectural character of the Village. The emphasis of the guidelines shall be placed upon major renovation projects and new construction.
6. Work to create incentives for the maintenance and rehabilitation of the existing residential structures, such as Rental Rehabilitation and Façade Rehabilitation programs through the MEDC.
7. Continue coordination with the Washtenaw County Brownfield Authority and upon identifying a site, adopt a Brownfield Redevelopment Plan.
8. Pursue a property maintenance ordinance, a component of which would recognize property owners who further the historic character of the Village.
9. Continue to coordinate a Village-wide path system that requires developers to construct a pathway and/or contribute to the system which links new residential developments to downtown, local parks and/or schools.

**PROJECT NAME: Community Park Improvements**

**PROJECT ID: 2.01**

**PROJECT TYPE: Park Enhancement**

**SUBMITTED BY: Parks and Recreation**

**PRIORITY: IMPORTANT**

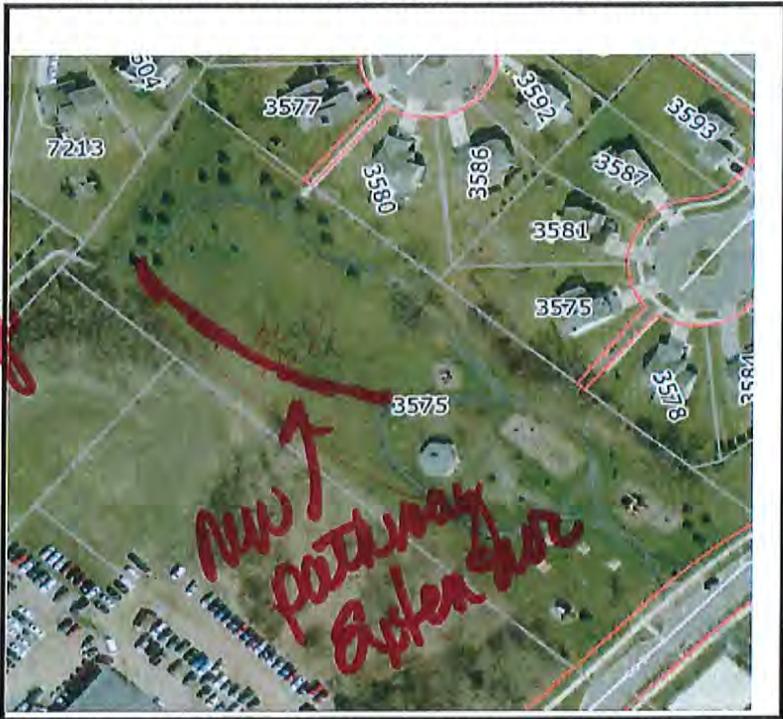
**TOTAL COST: \$400,000**

**YEARS IN CIP (Beginning year): 17 (1998)**

**DESCRIPTION:**

Improvements started 2004, play equipment 2005 Community Build, asphalt path in 2007, gazebo 2008, play court 2009. Remaining improvements include permanent bathrooms, water fountain, court shelter, path reconstruction. Pathway reconstruction required following drainage improvements resulting from LaFontaine stormwater improvements. Park should be complete following installation of above items.

**LOCATION MAP: Dexter Ann Arbor Road and Ryan Drive**



**PROJECT JUSTIFICATION:**

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

3	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
1	Reduce energy consumption, impact on the environment
3	Enhance social, cultural, recreational, aesthetics opportunities
1	Improve customer service, convenience for citizens
<b>11</b>	<b>TOTAL SCORE</b>

**BENEFICIAL IMPACTS:**

Parks provide citizens will with healthy recreation and open space opportunities within the City. Safe, enjoyable access to parks and recreation opportunities is an important goal as stated within the Master Plan.

**MASTER PLAN AND/OR STUDY REFERENCE:**

See Parks and Recreation Master Plan Goals 1, 2 and 6 AND 2012 City Master Plan.

**SCHEDULE:**

**SCHEDULE JUSTIFICATION:**

	Start		End	
	Month	Year	Month	Year
Study:		1998		ongoing
Design/Acquisition:		1998		ongoing
Construction:		2004		2016

The project is ongoing. Reconstruction of the pathway is the first priority.

*original project schedule FY2015*

**PROJECT COST DETAIL:**

Bathrooms and Water Fountain	General Fund	\$100,000
Pavilion/Shelter at Play court	General Fund	\$50,000
<del>Path reconstruction</del>	<del>General Fund</del>	<del>\$20,000</del>
New Signage	General Fund	\$5,000

**EXPENDITURES (in thousands)**

Funding Source	Prior Yrs	FY15-16	FY16-17	FY17-18	FY18-19	FY19-20	Beyond FY20	TOTALS
General Fund	\$215		\$100		\$50			\$150
Grants	\$45		<i>+5</i>					\$0
								\$0
								\$0
<b>TOTALS</b>	\$260	\$0	\$100	\$0	\$50	\$0	\$0	\$150

**PROJECT NAME: Dog Park**

**PROJECT ID: 2.02**

**PRIORITY: IMPORTANT**

**PROJECT TYPE: Park Development**

**TOTAL COST: \$23,000**

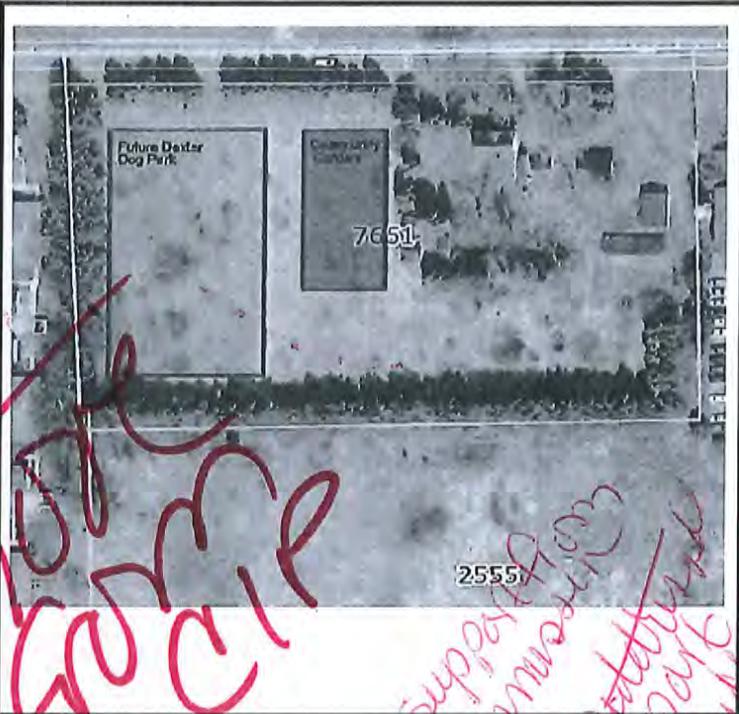
**SUBMITTED BY: Parks and Recreation**

**YEARS IN CIP (Beginning year): 2 (2013)**

**DESCRIPTION:**

The City owns property on Dan Hoey Road where the Community Garden is located. Development of an off leach dog area (approx. 3/4 acre) on the west side of the 4 acre parcel would meet the needs of a portion of the City's dog owner population. This project was discussed as a top priority by the PaRC upon Council determination of long term plans for property.

**LOCATION MAP:**



**PROJECT JUSTIFICATION:**

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

0	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
1	Reduce energy consumption, impact on the environment
3	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
<b>8</b>	<b>TOTAL SCORE</b>

**BENEFICIAL IMPACTS:**

Providing additional park facilities/amenities for a variety of citizens. Promotes exercise, healthy relationships and community. The 5-H Coalition may be able to assist in the development.

**MASTER PLAN AND/OR STUDY REFERENCE:**

Parks and Recreation Master Plan 2009-2014 AND Dog Park Research in file (2012)

**SCHEDULE:**

**SCHEDULE JUSTIFICATION:**

	Start		End	
	Month	Year	Month	Year
Study:		2013		2013
Design/Acquisition:		2013		2013
Construction:		2013		2014

Study and cost estimates being completed, design, etc. to be done in 2013-2014. Construction slated for 2013-2014 when funding has been secured. 5-H Coalition could assist with mini-grant although project not listed in plan.

**PROJECT COST DETAIL:**

Property Development	General Fund	750 l.f. fencing	\$12,000
		clearing approx. 1 acre	\$6,000
		parking/culvert	\$5,000

**EXPENDITURES (in thousands)**

Funding Source	Prior Yrs	FY15-16	FY16-17	FY17-18	FY18-19	FY19-20	Beyond FY20	TOTALS
General Fund			\$23					\$23
Donations								\$0
5-H Mini-Grant (14-15)								\$0
<b>TOTALS</b>	\$0	\$0	\$23	\$0	\$0	\$0	\$0	\$23

**PROJECT NAME: Edison Street Park Play Equipment**

**PROJECT ID: 2.03**

**PRIORITY: DESIRABLE**

**PROJECT TYPE: Park Enhancement**

**TOTAL COST: \$15,000**

**SUBMITTED BY: Parks and Recreation**

**YEARS IN CIP (Beginning year): 2 (2013)**

**DESCRIPTION:**

The PaRC would like to increase access to mini-parks. Mini-parks are defined as serving an area within a less than 0.25 mile walk; being between 0.25-1 acre and it is recommended that 0.25 acres be provided for every 1,000 residents. The City currently has 1.69 acres of mini-parks, however none have play ground equipment.

**LOCATION MAP: Corner of Ann Arbor St and Edison St**



**PROJECT JUSTIFICATION:**

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

1	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
3	Enhance social, cultural, recreational, aesthetics opportunities
3	Improve customer service, convenience for citizens
<b>12</b>	<b>TOTAL SCORE</b>

**BENEFICIAL IMPACTS:**

Creation of vibrant and active mini-parks that promote walking and activity close to home. Property is currently owned by the public (schools).

**MASTER PLAN AND/OR STUDY REFERENCE:**

Parks and Recreation Master Plan 2009-2014; 2013 PaRC Goals

**SCHEDULE:**

	Start		End	
	Month	Year	Month	Year
Study:		2013		2014
Design/Acquisition:		2014		2015
Construction:		2014		2015

**SCHEDULE JUSTIFICATION:**

Need for more play equipment and mini-parks and availability of grant funding makes this a priority for FY15-16.

*Handwritten in red: "Work completed 1/17/15"*

**PROJECT COST DETAIL:**

Playground Equipment	General Fund	\$20,000
	Grant/Sponsor Funding	\$20,000

**EXPENDITURES (in thousands)**

Funding Source	Prior Yrs	FY15-16	FY16-17	FY17-18	FY18-19	FY19-20	Beyond FY20	TOTALS
General Fund	0	20	10					\$20
Grant Funding	0	20	10					\$20
								\$0
<b>TOTALS</b>	\$0	\$40	\$0	\$0	\$0	\$0	\$0	\$40

**PROJECT NAME: Mill Creek Park Improvements/Construction - PHASE 2**

**PROJECT ID: 2.05**

**PRIORITY: IMPORTANT**

**PROJECT TYPE: Park Development**

**TOTAL COST: \$1,200,000**

**SUBMITTED BY: Parks and Recreation**

**YEARS IN CIP (Beginning year): 15 (2000)**

**DESCRIPTION:**

Construction of a passive natural trail system south of Grand Street to the Dexter Community Schools property. Provides a major connection to a developing regional trail system and the school outdoor education area. Provides possible trailhead parking opportunity at Shield Road upon completion. Includes stormwater system improvements see project ID 7.02. Consider eliminating trail along river at point to reduce cost and reduce impacts to habitat, may also reduce permitting needs.

**PROJECT JUSTIFICATION:**

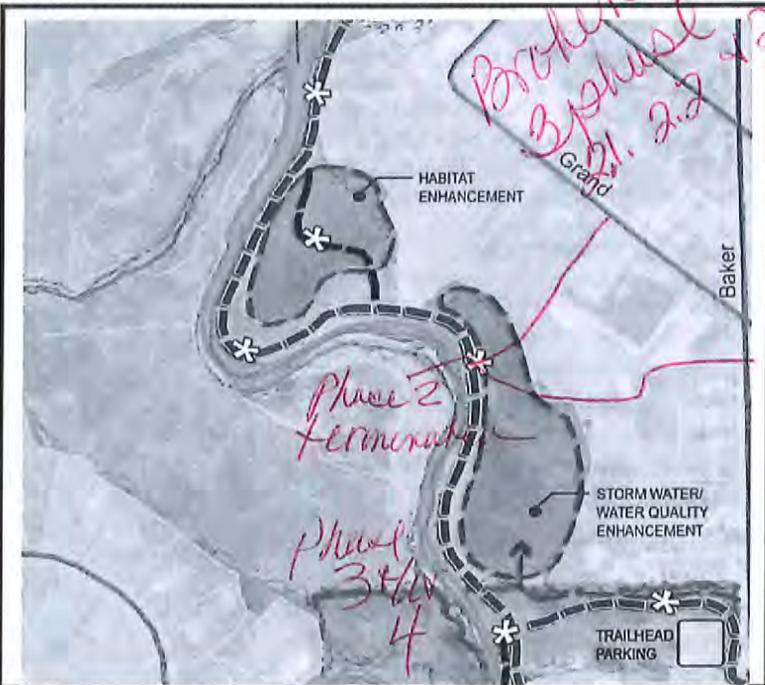
Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

1	Protect health, safety, lives of citizens
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3	Reduce energy consumption, impact on the environment
3	Enhance social, cultural, recreational, aesthetics opportunities
3	Improve customer service, convenience for citizens
<b>13</b>	<b>TOTAL SCORE</b>

**BENEFICIAL IMPACTS:**

Preserve and enhance the parkland along the Mill Creek and west of the City, improve habitat and natural areas, connect parks and provide recreational opportunities to citizens.

**LOCATION MAP: East of Mill Creek South of Main Street**



**MASTER PLAN AND/OR STUDY REFERENCE:**

Parks and Recreation Master Plan 2009-2014 and Mill Creek Park Master Plan 2009; 2013 PaRC Goal to initiate natural trail in future trail location to create access.

**SCHEDULE:**

**SCHEDULE JUSTIFICATION:**

	Start		End	
	Month	Year	Month	Year
Study:		2008		2009
Design/Acquisition:		2015		2016
Construction:		2017		2017

Start design work in 15-16 to prepare for MNRTF grant in April 2016. Coordination with school and outdoor lab advised. Community Connector funding or B2B funding with County should be reviewed. Complete timeline is shown below.

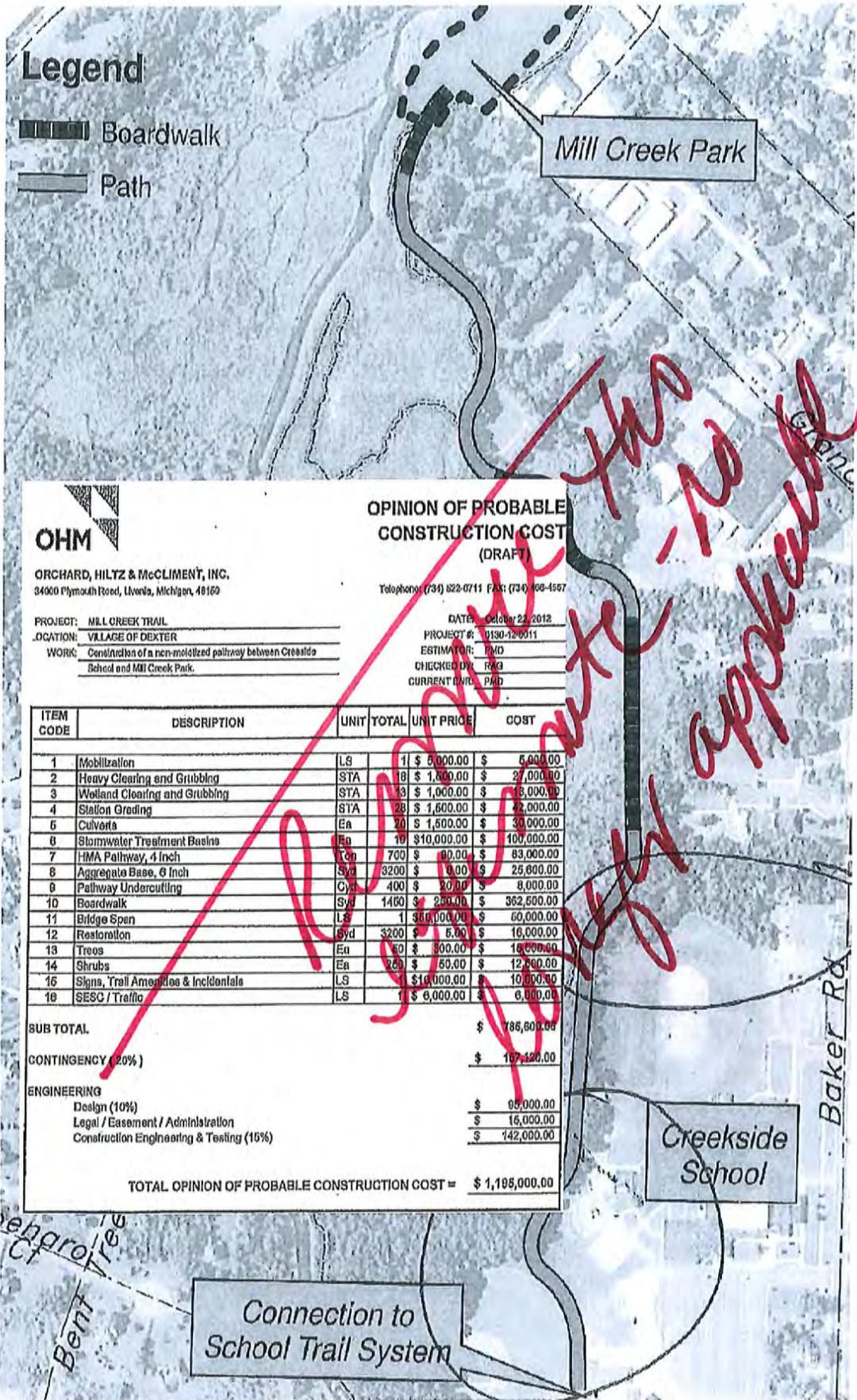
**PROJECT COST DETAIL:**

Phase 2 Park Development- Grand Street to School Phase 2 \$1,200,000

**EXPENDITURES (in thousands)**

Funding Source	Prior Yrs	FY15-16	FY16-17	FY17-18	FY18-19	FY19-20	Beyond FY20	TOTALS
City Commitment*			\$10	\$20		\$500		\$530
MNRTF Grant/Other Grants						\$400		\$400
Other - Unknown						\$100		\$100
Landmark Structure Donation						\$200		\$200
Inland Fisheries								\$0
<b>TOTALS</b>	\$0	\$0	\$10	\$20	\$0	\$1,200	\$0	\$1,230

\* Consider adding project back to TIP for future STP-U funding.



**OHM**  
**ORCHARD, HILTZ & McCLEMENT, INC.**  
 34000 Plymouth Road, Livonia, Michigan, 48150  
 Telephone: (734) 822-0711 FAX: (734) 466-1567

**OPINION OF PROBABLE CONSTRUCTION COST (DRAFT)**

DATE: October 22, 2012  
 PROJECT #: 0190-12-0011  
 ESTIMATOR: PMD  
 CHECKED BY: RMG  
 CURRENT DATE: PMD

PROJECT: MILL CREEK TRAIL  
 LOCATION: VILLAGE OF DEXTER  
 WORK: Construction of a non-molditized pathway between Creekside School and Mill Creek Park.

ITEM CODE	DESCRIPTION	UNIT	TOTAL	UNIT PRICE	COST
1	Mobilization	LS	1	\$ 5,000.00	\$ 5,000.00
2	Heavy Clearing and Grubbing	STA	18	\$ 1,000.00	\$ 18,000.00
3	Wetland Clearing and Grubbing	STA	13	\$ 1,000.00	\$ 13,000.00
4	Station Grading	STA	28	\$ 1,600.00	\$ 44,800.00
5	Culverts	Ea	20	\$ 1,500.00	\$ 30,000.00
6	Stormwater Treatment Basins	Ea	10	\$10,000.00	\$ 100,000.00
7	HMA Pathway, 4 inch	Ton	700	\$ 12.00	\$ 8,400.00
8	Aggregate Base, 6 inch	Syd	3200	\$ 8.00	\$ 25,600.00
9	Pathway Undercutting	Cyd	400	\$ 20.00	\$ 8,000.00
10	Boardwalk	Syd	1450	\$ 230.00	\$ 332,500.00
11	Bridge Span	LS	1	\$60,000.00	\$ 60,000.00
12	Restoration	Syd	3200	\$ 5.00	\$ 16,000.00
13	Trees	Ea	50	\$ 300.00	\$ 15,000.00
14	Shrubs	Ea	250	\$ 50.00	\$ 12,500.00
15	Signs, Trail Amenities & Incidentals	LS	1	\$10,000.00	\$ 10,000.00
16	SESC / Traffic	LS	1	\$ 6,000.00	\$ 6,000.00
<b>SUB TOTAL</b>					<b>\$ 786,800.00</b>
<b>CONTINGENCY (20%)</b>					<b>\$ 157,360.00</b>
<b>ENGINEERING</b>					
Design (10%)					\$ 98,680.00
Legal / Easement / Administration					\$ 16,000.00
Construction Engineering & Testing (15%)					\$ 142,000.00
<b>TOTAL OPINION OF PROBABLE CONSTRUCTION COST =</b>					<b>\$ 1,195,000.00</b>

TIMELINE

Consultant Selection	Jan-15
Visioning Session	Feb-15
Public Input	Mar-15
Additional Public Input	Apr-15
Additional Public Input	May-15
Design/Identify Required Permits	Jun-15
Design	Jul-15
Additional Design	Aug-15
PaRC Recommendation	Sep-15
Gather Letters of Support	Oct-15
Publish Public Hearing Notice	Jan-16
Public Hearing- Grant Application	Feb-16
Village Council Certified Resolution	Feb-16
Budget - Documentation of local funding	Mar-16
Notice of Intent	Mar-16
MNRTF Application DEADLINE	Apr-16
Funding Award	Dec-16
Bid Project	Feb-17
Select Contractor	Mar-17
Obtain Permits/Easements	Mar-17
Construction	Apr-17

*Turn more*

~~*expectations*~~







