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EATON COUNTY BOARD OF COMMISSIONERS/PUBLIC WORKS AND PLANNING COMMITTEE

WEDNESDAY, JUNE 12, 2024
9:00 A.M.

BOARD OF COMMISSIONERS' ROOM, COUNTY COURTHOUSE, CHARLOTTE

AGENDA

1. Call to Order.
2. Pledge of Allegiance.
3. Agenda Additions and Changes.
4. Approval of May 8, 2024 Minutes.
5. Limited Public Comment.
6. Construction Code/Planning and Zoning Report.
 - DCA-5-24-3 Text Amendment
 - DCA-6-24-4 Text Amendment
 - Finance Report
7. DIA Update.
 - Materials Management Plan
 - Finance Report
8. Parks Report.
 - Finance Report
9. Miscellaneous.
 - MVAA Grant Application
 - Public Art Grant
10. Limited Public Comment.
11. Adjournment.

A quorum of the Board of Commissioners may be present at this meeting.

PUBLIC WORKS & PLANNING COMMITTEE

**WEDNESDAY, MAY 8, 2024
9:00 A.M.**

MINUTES

MEMBERS PRESENT: Commissioners Blake Mulder, Barbara Rogers, Joe Brehler, Terrance Augustine, Trevor Youngquist, and Brian Lautzenheiser and Scott Hansen

ALSO PRESENT: Commissioner Jim Mott, Connie Sobie, Claudine Williams, Brandy Miller, Debbie Penfield, Jarod Bogdanov-Hanna, Travis Keeton, and Richard Wagner

The May 8, 2024 regular meeting of the Public Works and Planning Committee was called to order at 9:00 a.m. by Chairperson Rogers.

The Pledge of Allegiance was given by all.

Commissioner Augustine moved to approve the agenda. Commissioner Lautzenheiser seconded. Motion carried unanimously.

Commissioner Lautzenheiser moved to approve the April 10, 2024 meeting minutes. Commissioner Augustine seconded. Motion carried unanimously.

Limited Public Comment. None.

Drain Commissioner, Richard Wagner, presented the 2023 Annual Report. He stated the total spent on drain petition and maintenance was \$14,367,746.00. It was noted there are seventeen petitions currently under construction and/or done. Mr. Wagner reported by putting drain accounts in interest bearing accounts, over \$1.2M in interest earnings was received for 2023. He stated this money goes directly back to the drain districts.

Brandy Miller, Code Enforcement, gave the monthly report for Construction Code and Planning & Zoning. Commissioner Mulder moved to recommend approval of the Eaton County Master Plan to the Board of Commissioners. Commissioner Augustine seconded. Motion was carried unanimously.

Resource Recovery Director, Jarod Bogdanov-Hanna, presented the department's monthly report. Discussion was held in reference to an amendment to the EGLE Electronics Grant to purchase a mobile trailer specifically for the collection of electronics. Commissioner Lautzenheiser moved to recommend approval of the Resolution to Approve Michigan Department of Environment Great Lakes and Energy Rural Electronics Collection and Infrastructure Recycling Grant Amendment. Commissioner Augustine seconded. Motion carried unanimously.

A Memorandum of Understanding Between Eaton County Resource Recovery Department and Calhoun County Recycling and Solid Waste Department was presented. Discussion was held. Commissioner Mulder moved to recommend approval of the Resolution to Approve Entering into an MOU with Calhoun County Solid Waste Department to the Board of Commissioners. Commissioner Augustine seconded. Motion carried unanimously.

A Resolution to Approve the Appointment of the Designated Planning Agency (DPA) for the Eaton County Materials Management Plan was also presented. Commissioner Augustine moved to recommend approval of the Resource Recovery Department and the Director of Environmental Sustainability as the DPA for Eaton County. Commissioner Brehler seconded. Motion carried unanimously.

Parks Director, Travis Keeton, presented the department's monthly report. Director Keeton spoke about several open projects. He also gave an update on the Pinch Road – Fox Park access. Commissioner Lautzenheiser moved to recommend approval of a Resolution to Approve the 2024 (Cycle 2) Eaton County Parks Community Grant Program Award Recipients. Commissioner Mulder seconded. Discussion was held. Motion carried unanimously.

Chad Powers, Facility Manager, presented the Landfill Semi-Annual Sampling Report. There were no major findings.

Limited Public Comment. None.

Chairperson Rogers adjourned the meeting at 10:38 a.m.

The next regularly scheduled meeting of the Public Works and Planning Committee will be held on Wednesday, June 12, at 9:00 a.m. in the Board of Commissioner Room of the Courthouse located at 1045 Independence Blvd, Charlotte, MI 48813.

Barbara Rogers, Chairperson



Eaton County Department of Construction Codes & Planning and Zoning

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"OUR GOAL IS TO PROVIDE A SAFER PLACE TO LIVE, WORK AND PLAY"

Department of Construction Codes & Planning and Zoning Report 6/5/2024 For Public Works & Planning Committee June 12, 2024

Department Boards:

- The **Planning Commission** met on June 4th; they approved the following applications:
 - CU-10-21-8:** Request for a Change of Conditions to an existing Conditional Use Permit which allows for the operations of Agricultural Business (large animal boarding) in Section 28, Eaton Rapids Township. The specific request is to construct an accessory building for personal use only.
 - CU-8-96-9:** Request for a Change of Conditions to an existing Conditional Use Permit which allows for the operation of a golf course and country club in Section 7 of Roxand Township, Section 12 of Sunfield Township. The requested change is to allow for a change in the previously approved land division of the properties.
 - CU-5-24-3:** Request for a Conditional Use Permit to operate a Surface Mine Section 12, Eaton Rapids Township.

The Planning Commission also approved two District Change Amendment Applications (DCA-5-24-3 & DCA-6-24-4) for proposed text amendments to the Zoning Ordinance. Please see the attached memo and Board of Commissioners Resolution for more information.
- The **Zoning Board of Appeals** met on June 4th; they approved the following application:
 - BA-5-24-2:** Request for a variance from Zoning Ordinance Section 6.2.2 Access Required, to allow for The division of property without frontage along a public road in Section 31, Vermontville Township.
- The **Construction Code Board of Appeals** did not meet in May due to lack of business.
- The **Zoning Ordinance Committee** did not meet on May 21st due to lack of attendance. Their next meeting is scheduled for June 18th at 4:00 p.m.

Community Outreach:

Staff attended the following meetings:

- City of Charlotte - regarding fire inspections
- City of Charlotte – regarding assistance with enforcements and annual fire certificates
- Walton Township – regarding enforcements

Code Enforcement (open/active):

- Work without permits - sixteen (16)
- Hazardous buildings - twenty-three (23)
- Junk - forty-three (43)
- Zoning - thirty-three (33)

One (1) ticket was issued in May for construction without permits.

County Wide Housing Starts		January	February	March	April	May	June	July	August	September	October	November	December	2023 Totals	2024 Totals
Delta Twp.	Site Built	2	1	0	0	1								23	4
	Mobile Homes	0	0	3	0	0								0	3
	Totals	2	1	3	0	1	0	0	0	0	0	0	0	23	7
Eaton County	Site Built	4	1	7	9	3								78	24
	Mobile Homes	0	0	0	0	1								9	1
	Totals	4	1	0	9	4	0	0	0	0	0	0	0	87	25
Eaton Rapids	Site Built	2	2	0	4	7								0	15
	Mobile Homes	0	0	0	0	0								10	0
	Totals	2	2	0	4	0	0	0	0	0	0	0	0	10	15
Grand Ledge	Site Built	0	1	0	0	1								14	2
	Mobile Homes	10	0	0	0	0								5	10
	Totals	10	1	0	0	1	0	0	0	0	0	0	0	19	12
Oneida	Site Built	0	0	0	0	0								2	0
	Mobile Homes	0	0	0	0	0								0	0
	Totals	0	0	0	0	0	0	0	0	0	0	0	0	2	0
County Wide Total		18	5	0	13	13	0	0	0	0	0	0	0	141	59

Monthly Activity Con Code	Tickets issued		Magistrate hearings		Court cases		Commercial Plan Review		Complaints regarding contractors		Public Surveys		TOTAL MONTH	
	"23"	"24"	"23"	"24"	"23"	"24"	"23"	"24"	"23"	"24"	"23"	"24"	"23"	"24"
MO/YR														
JAN		0	1	0	0	0	2	4	0	0	4	0	7	4
FEB		0	0	0	0	0	4	1	0	0	0	1	4	2
MARCH		1	0	0	0	0	0	4	0	0	3	2	3	7
APRIL		0	0	0	0	0	4	2	0	0	2	4	6	6
MAY		1	0	0	0	0	5	4	0	3	2	2	7	9
JUNE			0		0		5		1		8		14	0
JULY	22		1		0		4		0		5		32	0
AUG	6		0		1		3		0		4		14	0
SEPT	0		1		1		4		0		2		8	0
OCT	0		0		0		4		0		3		7	0
NOV	0		0		0		7		0		2		9	0
DEC	0		0		0		4		0		2		6	0
TOTALS	28	2	3	0	2	0	46	15	1	3	37	9	117	28

Construction Inspections	Building		Electrical		Mechanical		Plumbing		TOTAL	
									MONTH	
MO/YR	"23"	"24"	"23"	"24"	"23"	"24"	"23"	"24"	"23"	"24"
JAN	224	348	132	110	211	119	78	86	645	663
FEB	240	319	109	124	106	174	96	96	551	713
MARCH	255	376	89	136	87	149	156	92	587	753
APRIL	237	373	98	124	89	153	182	100	606	750
MAY	326	593	104	103	86	131	177	54	693	881
JUNE	297		120		86		62		565	0
JULY	335		101		68		47		551	0
AUG	471		148		114		71		804	0
SEPT	432		124		59		11		626	0
OCT	437		141		114		66		758	0
NOV	361		104		97		93		655	0
DEC	347		129		121		61		658	0
TOTALS	3962	2009	1399	597	1238	726	1100	428	7699	3760

Construction Permits	Building		Electrical		Mechanical		Plumbing		TOTAL	
									MONTH	
MO/YR	"23"	"24"	"23"	"24"	"23"	"24"	"23"	"24"	"23"	"24"
JAN	50	33	69	71	85	84	44	51	248	239
FEB	64	23	46	70	63	70	259	42	432	205
MARCH	47	56	57	60	63	128	78	32	245	276
APRIL	78	57	82	71	71	77	46	29	277	234
MAY	83	71	64	73	64	67	35	27	246	238
JUNE	68		80		75		34		257	0
JULY	91		80		60		22		253	0
AUG	90		79		60		40		269	0
SEPT	143		116		74		31		364	0
OCT	65		103		107		35		310	0
NOV	67		140		174		142		523	0
DEC	63		58		96		21		238	0
TOTALS	909	240	974	345	992	426	787	181	3662	1192

Construction Enforcements	WWOP	WWOP	WWOP	WWOP	HAZ BLDG	HAZ BLDG	HAZ BLDG	HAZ BLDG	
	(NEW)	(NEW)	(CLOSED)	(PENDING)	(NEW)	(NEW)	(CLOSED)	(PENDING)	
		2023 carryover 7				2023 carryover 21			
MO/YR	2023	2024	2024	2024(PENDING)	2023	2024	2024	2024(PENDING)	
JAN	22	3	1	9	7	0	0	21	
FEB	20	8	9	8	5	1	0	22	
MARCH	14	9	3	16	5	3	2	23	
APRIL	20	7	5	18	0	1	1	23	
MAY	9	7	5	20	5	7	1	29	
JUNE	12				2				
JULY	14				0				
AUG	8				3				
SEPT	5				1				
OCT	3				5				
NOV	1				0				
DEC	2				1				
TOTALS	130	34	23	20	34	11	4	29	
			TOTAL WORK WITHOUT PERMITS (WWP) & HAZARDOUS BUILDINGS VIOLATIONS						49

Planning & Zoning Cases	Conditional Use Permits		Board of Appeals		Administrative Variances		District Change Amendments		Site Plan Reviews		Zoning Referrals		Private Roads		Agricultural Buildings		Lot Line Adjustments		Land Divisions Reviewed		TOTAL	
																					MONTH	
MO/YR	"23"	"24"	"23"	"24"	"23"	"24"	"23"	"24"	"23"	"24"	"23"	"24"	"23"	"24"	"23"	"24"	"23"	"24"	"23"	"24"	"23"	"24"
JAN	0	0	0	0	0	0	0	0	0	0	19	10	0	0	0	1	1	1	2	1	22	13
FEB	0	0	0	0	0	0	0	0	0	0	16	10	0	0	2	2	5	1	1	5	24	18
MARCH	0	1	0	1	0	0	0	2	0	0	19	19	0	0	2	1	1	2	3	3	25	29
APRIL	4	2	1	0	0	0	1	0	0	0	22	20	0	0	3	0	0	5	1	10	32	37
MAY	3		2	0	0	0	0	0	0	0	22	22	0	0	3	1	2	1	2	2	34	26
JUNE	0	3	0	1	0		0	2	0		22		0		1		2		1		26	6
JULY	0	0	0	0	0		0	0	0		32		0		1		3		1		37	0
AUG	1		0		0		1		0		25		0		4		4		2		37	0
SEPT	1		0		0		0		0		25		0		4		2		1		33	0
OCT	4		0		0		0		0		21		0		1		3		3		32	0
NOV	0		0		0		0		0		16		0		1		2		1		20	0
DEC	2		1		0		0		0		9		0		1		2		1		16	0
TOTALS	15	6	4	2	0	0	2	4	0	0	248	81	0	0	23	5	27	10	19	21	338	129

Planning & Zoning Enfor.	JUNK	JUNK	JUNK	JUNK	ZONING	ZONING	ZONING	ZONING
	(NEW)	(NEW)	(CLOSED)	(PENDING)	(NEW)	(NEW)	(CLOSED)	(PENDING)
		2023 carryover: 39				2023 carryover: 33		
MO/YR	2023	2024	2024	2024(PENDING)	2023	2024	2024	2024(PENDING)
JAN	3	0	0	39	2	0	1	32
FEB	2	1	0	40	1	0	0	32
MARCH	7	4	1	43	3	0	1	31
APRIL	2	1	1	43	1	3	1	33
MAY	2	2	4	41	3	0	2	31
JUNE	1				2			
JULY	0				0			
AUG	1				0			
SEPT	2				1			
OCT	3				3			
NOV	0				5			
DEC	0				0			
TOTALS	23	6	6	41	21	3	5	31
			TOTAL PENDING JUNK & ZONING VIOLATIONS					72



Eaton County Department of Construction Codes & Planning and Zoning

1045 Independence Boulevard, Charlotte, Michigan 48813
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"OUR GOAL IS TO PROVIDE A SAFER PLACE TO LIVE, WORK AND PLAY"

MEMORANDUM

TO: PUBLIC WORKS AND PLANNING

FROM: Brandy Miller, Planning and Zoning Administrator

DATE: June 12, 2024

DCA-5-24-3: Request by Eaton County Planning Commission to amend the Eaton County Land Development Code (Zoning Ordinance). Amendments are proposed to the following: Article 5 Definitions (amend Subsection 5.3.1 A), Article 10 Off-Street Parking and Loading (amend Subsection 10.4), and Article 14 Specific Provisions and Requirements (amend Subsection 14.1 Agricultural Business and 14.13 Home Business).

Changes are proposed to the following:

- Proposed change to Section 5.3.1 A, remove the definition of Animal Holding Area from this section and add to Section 14.1 Agricultural Business.
- Proposed change to Section 10.4 Off Street Parking Requirements, specifically, Agricultural Businesses to be in line with the proposed changes in Section 14.1 Agricultural Business.
- Proposed change to Section 14.1 Agricultural Business to offer clarity and prevent over regulation of businesses in conflict with the Right to Farm Act, PA 93 of 1981.
- Proposed change to Section 14.13 Home Business, specifically Subsection 14.13.3 Prohibited Home Business to include Marihuana Facilities.

On June 4, 2024 the Eaton County Planning Commission recommended approval of DCA-5-24-3 to the Eaton County Board of Commissioners for their review and consideration. Nine (9) Planning Commission members were in attendance; all voted in favor.

EATON COUNTY BOARD OF COMMISSIONERS

June 19, 2024

RESOLUTION TO APPROVE DCA-5-24-3

Introduced by the Public Works and Planning Committee

PREAMBLE: The Eaton County Land Development Code, an Ordinance adopted by the Commissioners of the County of Eaton pursuant to Public Act 183 of 1943, and administered pursuant to Public Act 110 of 2006, may be amended from time to time by following procedures outlined in Article 13 of the Development Code.

WHEREAS, Eaton County Planning Commission initiated a petition for a Comprehensive Amendment to the Eaton County Land Development Code (Zoning Ordinance). Amendments are proposed to the following: Article 5 Definitions (amend Subsection 5.3.1 A), Article 10 Off-Street Parking and Loading (amend Subsection 10.4), and Article 14 Specific Provisions and Requirements (amend Subsection 14.1 Agricultural Business and 14.13 Home Business).; and

WHEREAS, the Eaton County Planning Commission held a duly advertised and noticed public hearing on **June 4, 2024**; and

WHEREAS, the Eaton County Planning Commission found the requested amendment to be consistent with the required findings of fact (Items A through G) contained in Section 13.6 of the Eaton County Land Development Code; and

WHEREAS, the Eaton County Planning Commission has taken action on **June 4, 2024** to recommend the adoption of the ordinance amendments for reasons stated at the meeting.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the County of Eaton, Michigan having considered the findings of facts and recommendations hereby:

APPROVES the request by Eaton County Planning Commission for a Comprehensive Amendment to the Eaton County Land Development Code (zoning ordinance). Amendments are made to the following: Article 5 Definitions (amend Subsection 5.3.1 A), Article 10 Off-Street Parking and Loading (amend Subsection 10.4), and Article 14 Specific Provisions and Requirements (amend Subsection 14.1 Agricultural Business and 14.13 Home Business).

At the regular meeting of the Eaton County Board of Commissioners on June 19, 2024 the Resolution regarding the approval of said request was adopted.

Those voting Aye: _____

Those voting Nay: _____

Abstention: _____

Absent: _____

Motion carried.

Jim Mott, Chairman
Eaton County Board of Commissioners

I hereby certify that the above Ordinance amending the Eaton County Land Development Code, which was approved, is a true and correct copy of that recorded in the official minutes of June 19, 2024 of the Eaton County Board of Commissioners.

Diana Bosworth, Clerk
Eaton County Board of Commissioners

EATON COUNTY LAND DEVELOPMENT CODE

ZONING ORDINANCE AMENDMENT DCA-5-24-3

District Change Amendment DCA-5-24-3 to amend the Land Development Code (Zoning Ordinance) of Eaton County, as enacted in 1981 pursuant to the provisions of Public Act 110 of 2006, as amended.

An application for a District Change Amendment for a Comprehensive Amendment to the Eaton County Land Development Code (zoning ordinance). Amendments are made to the following: Article 5 Definitions (amend Subsection 5.3.1 A), Article 10 Off-Street Parking and Loading (amend Subsection 10.4), and Article 14 Specific Provisions and Requirements (amend Subsection 14.1 Agricultural Business and 14.13 Home Business).

WHEREAS, the Eaton County Planning Commission held a duly advertised and noticed public hearing on **June 4, 2024**; and

WHEREAS, the Eaton County Planning Commission has taken action on **June 4, 2024** to recommend approval of the text amendment:

WHEREAS, after careful consideration of the amendment, the Eaton County Board of Commissioners approved the aforementioned text amendment as follows:

Yeas _____
Nays _____
Abstaining _____
Absent _____

I, Diana Bosworth, Clerk for the County of Eaton, do hereby certify that the above and foregoing is a true copy of the amendment to the Eaton County Land Development Code (Zoning Ordinance), as amended and passed by the Eaton County Board of Commissioners on **June 19, 2024** and now on record in the office of the Clerk of said County.

IN TESTIMONY WHEREOF, I have set my hand and affixed the seal of said County at the City of Charlotte, Michigan, the

_____ day of _____, 2024

Jim Mott, Chairman
Eaton County Board of Commissioners

Diana Bosworth, Clerk
Eaton County Board of Commissioners

PROPOSED TEXT AMENDMENT

TO THE EATON COUNTY LAND DEVELOPMENT CODE

Additions are shown in ***bold italic print*** and deletions are shown by ~~strikeout print~~.

All suggested changes are **highlighted**.

Proposed change to Section 5.3.1A , remove the definition of Animal Holding Area from this section and add it to Section 14.1, Agricultural Business with changes.

ARTICLE 5 DEFINITIONS AND INTERPRETATIONS

5.3.1 A

~~**Animal Holding Area (Large Animal Boarding Business):** Short term housing or land area used for retention of animals. This shall be considered the building(s) that the animals are housed in.~~

~~**Animal Holding Area (Veterinary Hospital, Clinic or Kennel):** Animal holding area includes structures, pens, fencing, runs and running areas.~~

Proposed change to Section 10.4 Off Street Parking Requirements, specifically, Agricultural Businesses to be in line with the proposed changes for Section 14.1

ARTICLE 10 OFF-STREET PARKING AND LOADING

SECTION 10.4 OFF-STREET PARKING SPACE REQUIREMENTS

Agricultural Businesses (Art 14.1)

~~**Commercial riding stable**~~ ***Equine Training Facility***-One space for every four ~~persons of maximum expected capacity~~ ***stalls***

Food, feed, fiber, alcohol processing facility- One for every two employees in the largest working shift OR one for every 1,700 sq. ft. of floor area, whichever is greater

Grain and feed elevators-One for every two employees

~~**Greenhouses with on premise retail sales**~~ ***One for every 300 sq ft of sales area***

Livestock auction yards- One space for every three persons of maximum expected capacity **plus, one for every two employees**

Livestock transport facilities- One space for every three persons of maximum expected capacity plus one for every two employees

~~**Nurseries with on premise retail sales**~~ ***Indoor Public Retail Sales***- One for every 400 sq ft of area for sales

Sawmills- One for every two employees in the largest working shift OR one for every 1,700 sq ft of floor area, whichever is greater

~~**Seasonal farm markets**~~ ***One for every 300 sq ft of floor area***

Slaughterhouse selling products butchered on site-One for every 400 sq ft of floor area

Veterinary Hospital, Clinic, Kennel- One for every 300 sq ft of floor area

- Proposed change to Section 14.1, Agricultural Business to offer clarity and prevent over regulation of businesses in conflict with the Right to Farm Act, PA 93 of 1981.
- Proposed change to Section 14.13 Home Business, specifically, Subsection 14.13.3 Prohibited Home Business to include Marihuana Facilities.

ARTICLE 14 SPECIFIC PROVISIONS AND REQUIREMENTS

SECTION 14.1 AGRICULTURAL BUSINESS

14.1.1 Definition: The sales, service, repair, storage, and processing activities which are ~~directly dependent upon the agricultural community of the county and are~~ necessary to support agricultural enterprise.

14.1.2 Permitted Uses:

- A. Commercial ~~riding stable~~ **equine training facilities**
- B. Processing facilities for food, feed, fiber and alcohol processing facilities, for more than one farm operator
- C. Grain and feed elevators
- D. ~~Greenhouses with on premise~~ **Indoor public** retail sales **of farm products**
- E. Livestock auction yards
- F. Livestock transport facilities
- ~~G. Nurseries with on premise retail sales~~
- G. Sawmills
- ~~H. Seasonal farm markets; provided, however, that seasonal farm markets selling only fresh produce raised on the premises and conducting retail sales with total gross annual sales of less than \$2,000, shall not be regulated under this Article.~~
- H. Slaughterhouse selling products butchered on the premises
- I. Veterinary Hospital, Clinic or Kennel
- J. Large Animal Boarding Business

14.1.3 Regulations and Conditions:

- A. Animal holding area shall be setback one-hundred (100) feet from all property lines and the road right-of-way. **They are defined as:**
 - 1. Large Animal Boarding Business: Structures(s) the animals are housed in.**
 - 2. Veterinary Hospital, Clinic or Kennel: Structure(s), pens, fencing, runs and running areas.**
- B. No storage of manure or dust producing material within one-hundred (100) feet of any property line or road right-of-way.
- C. Signs shall comply with *Article 11* of this Ordinance.
- D. Parking areas shall comply with *Article 10* of this Ordinance.
- ~~E. Agricultural business shall be established and conducted in compliance with all other applicable laws and ordinances.~~

SECTION 14.13 HOME BUSINESS

14.13.1 Definition: A Home Business is an accessory use to a household involving the sale of goods and services which is conducted either from within the dwelling and/or from accessory buildings located on the same parcel and within five-hundred (500) linear feet of the dwelling unit occupied by the family conducting the home business. If the proposed home business activity does not create retail sales on the property, does not employ anyone other than the residents of the home, does not generate traffic to the property, does not have signage, or create noise, dust, vibration, odor, smoke, glare, electrical interference, or fire hazard to a greater extent than normal or substantially increase the use of services such as water, sanitary sewer, storm drainage, or garbage collection, the activities may be conducted within the home or accessory structure without having to obtain a conditional use permit. Prohibited businesses are identified in Article 14.13.3.

14.13.2 Regulations and Conditions:

- A. The business shall hire no more than two (2) employees other than the resident occupants of the dwelling.
- B. The business shall be conducted in a fully enclosed building.
- C. All materials, equipment, and business vehicles must be stored out of sight in an enclosed building or in an enclosed outdoor storage area. Outdoor storage of materials, equipment, and vehicles must be completely fenced to obstruct view to a height equal to the elevation of the tallest material to be stored; provided, however, that up to two (2) display units produced on site may be exhibited outside a fence with Planning Commission approval. The area allocated to outdoor storage together with any approved outdoor display exhibits, shall not exceed 850 square feet total.
- D. Adequate off-street parking for clients and employees shall be provided in accordance with *Article 10* of this Ordinance. Business related equipment and vehicles with business identification must be parked inside an enclosed building or fenced storage area.
- E. No external alteration of the dwelling that would change its residential appearance shall be made to accommodate the home business.
- F. The home business shall at all times comply with all other applicable laws and ordinances.
- G. Signs shall be permitted in accordance with *Article 11* of this Ordinance.
- H. Total floor area for the home business use located both within a dwelling and accessory buildings when taken together shall not exceed two-thousand (2,000) square feet.
- I. The Home Business shall not produce fumes, odors, dust, vibration, noise, smoke, electrical interference, fire or chemical hazards or other conditions not typically associated with the uses of the residence and accessory structures for a residential dwelling.
- J.

14.13.3 Prohibited Home Business:

- A. Motor Fuel Service Station, Parking Garage and Commercial Garage.
- B. Automobile Salvage Yard.
- C. New and Used Vehicle Sales.

- D. Research and Development establishment
- E. Truck and Rail Freight Terminal
- F. Wholesale Trade Business
- G. Above Ground Storage of Flammable Liquids
- H. Propane Service Facility
- I. Automotive Salvage Yards and Scrapping Yards
- J. Chemical Processing and Metallurgic Manufacturing
- K. Meat or Poultry Processing Plant
- L. Refiners and Power Generating Plant
- M. Heavy Manufacturing
- N. Manufacturing of explosives
- O. *Marihuana Facilities***



Eaton County Department of Construction Codes & Planning and Zoning

1045 Independence Boulevard, Charlotte, Michigan 48813
Telephone: (517) 543-3004 Fax: (517) 543-9924

"OUR GOAL IS TO PROVIDE A SAFER PLACE TO LIVE, WORK AND PLAY"

MEMORANDUM

TO: PUBLIC WORKS AND PLANNING

FROM: Brandy Miller, Planning and Zoning Administrator

DATE: June 12, 2024

DCA-6-24-4: Request by Eaton County Planning Commission to amend the Eaton County Land Development Code (Zoning Ordinance). Amendments are proposed to the following: Article 5 Definitions (amend Subsection 5.3.19 S), and Article 11 Advertising Structures, Signs and Name Plates.

Changes are proposed to the following:

- Proposed change to Section 5.3.19 S, remove all definitions for signs and direct to Article 11 Advertising Structures, Signs and Name Plates.
- Proposed change to Article 11 Advertising Structures, Signs and Name Plates to become compliant with a 2015 Supreme Court Ruling regarding sign content.

On June 4, 2024 the Eaton County Planning Commission recommended approval of DCA-6-24-4 to the Eaton County Board of Commissioners for their review and consideration. Nine (9) Planning Commission members were in attendance; all voted in favor.

EATON COUNTY BOARD OF COMMISSIONERS

June 19, 2024

RESOLUTION TO APPROVE DCA-6-24-4

Introduced by the Public Works and Planning Committee

PREAMBLE: The Eaton County Land Development Code, an Ordinance adopted by the Commissioners of the County of Eaton pursuant to Public Act 183 of 1943, and administered pursuant to Public Act 110 of 2006, may be amended from time to time by following procedures outlined in Article 13 of the Development Code.

WHEREAS, Eaton County Planning Commission initiated a petition for a Comprehensive Amendment to the Eaton County Land Development Code (Zoning Ordinance). Amendments are proposed to the following: Article 5 Definitions (amend Subsection 5.3.19 S), and Article 11 Advertising Structures, Signs and Name Plates.; and

WHEREAS, the Eaton County Planning Commission held a duly advertised and noticed public hearing on **June 4, 2024**; and

WHEREAS, the Eaton County Planning Commission found the requested amendment to be consistent with the required findings of fact (Items A through G) contained in Section 13.6 of the Eaton County Land Development Code; and

WHEREAS, the Eaton County Planning Commission has taken action on **June 4, 2024** to recommend the adoption of the ordinance amendments for reasons stated at the meeting.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the County of Eaton, Michigan having considered the findings of facts and recommendations hereby:

APPROVES the request by Eaton County Planning Commission for a Comprehensive Amendment to the Eaton County Land Development Code (zoning ordinance). Amendments are made to the following: Article 5 Definitions (amend Subsection 5.3.19 S), and Article 11 Advertising Structures, Signs and Name Plates.

At the regular meeting of the Eaton County Board of Commissioners on June 19, 2024 the Resolution regarding the approval of said request was adopted.

Those voting Aye: _____

Those voting Nay: _____

Abstention: _____

Absent: _____

Motion carried.

Jim Mott, Chairman
Eaton County Board of Commissioners

I hereby certify that the above Ordinance amending the Eaton County Land Development Code, which was approved, is a true and correct copy of that recorded in the official minutes of June 19, 2024 of the Eaton County Board of Commissioners.

Diana Bosworth, Clerk
Eaton County Board of Commissioners

EATON COUNTY LAND DEVELOPMENT CODE

ZONING ORDINANCE AMENDMENT DCA-6-24-4

District Change Amendment DCA-6-24-4 to amend the Land Development Code (Zoning Ordinance) of Eaton County, as enacted in 1981 pursuant to the provisions of Public Act 110 of 2006, as amended.

An application for a District Change Amendment for a Comprehensive Amendment to the Eaton County Land Development Code (zoning ordinance). Amendments are made to the following: Article 5 Definitions (amend Subsection 5.3.19 S), and Article 11 Advertising Structures, Signs and Name Plates.

WHEREAS, the Eaton County Planning Commission held a duly advertised and noticed public hearing on **June 4, 2024**; and

WHEREAS, the Eaton County Planning Commission has taken action on **June 4, 2024** to recommend approval of the text amendment:

WHEREAS, after careful consideration of the amendment, the Eaton County Board of Commissioners approved the aforementioned text amendment as follows:

Yeas _____
Nays _____
Abstaining _____
Absent _____

I, Diana Bosworth, Clerk for the County of Eaton, do hereby certify that the above and foregoing is a true copy of the amendment to the Eaton County Land Development Code (Zoning Ordinance), as amended and passed by the Eaton County Board of Commissioners on **June 19, 2024** and now on record in the office of the Clerk of said County.

IN TESTIMONY WHEREOF, I have set my hand and affixed the seal of said County at the City of Charlotte, Michigan, the

_____ day of _____, 2024

Jim Mott, Chairman
Eaton County Board of Commissioners

Diana Bosworth, Clerk
Eaton County Board of Commissioners

**PROPOSED TEXT AMENDMENT
TO THE EATON COUNTY LAND DEVELOPMENT CODE**

Additions are shown in ***bold italic print*** and deletions are shown by ~~strikeout print~~.
All suggested changes are **highlighted**.

Proposed change to Section 5.3.19 S , remove all definitions for signs, direct to Article 11 of Zoning Ordinance.

**ARTICLE 5
DEFINITIONS AND INTERPRETATIONS**

5.3.19 S

Signs: *See Article 11 Advertising Structures, Signs, and Name Plates.* ~~The following section includes the definitions for a variety of signs. This section has been placed here for convenience and may also be found in Article 11.~~

~~A. **Sign:** Sign shall mean and include every individual announcement, declarations, demonstration, display, illustration, insignia, surface or space when erected or maintained out of doors in view of the general public for identification, advertisement or promotion of the interests of any person. This definition shall include billboard signs, signs painted directly on walls of structures, and portable signs.~~

~~B. **Sign, Advertising:** Any sign erected for the purpose of advertising a business, product, service, event, person or subject not relating on the premises on which said sign is located.~~

~~C. **Sign, Billboard:** An off premise sign applied to panels with over three hundred (300) square feet of display area and used for out door advertising of a business, product, service, event, person or subject including those signs as regulated by the Michigan Department of Transportation pursuant to Public Act 106 of 1972, as amended.~~

~~D. **Sign, Business:** Any sign erected for the purpose of advertising a business, product, or subject related to the premises on which said sign is located.~~

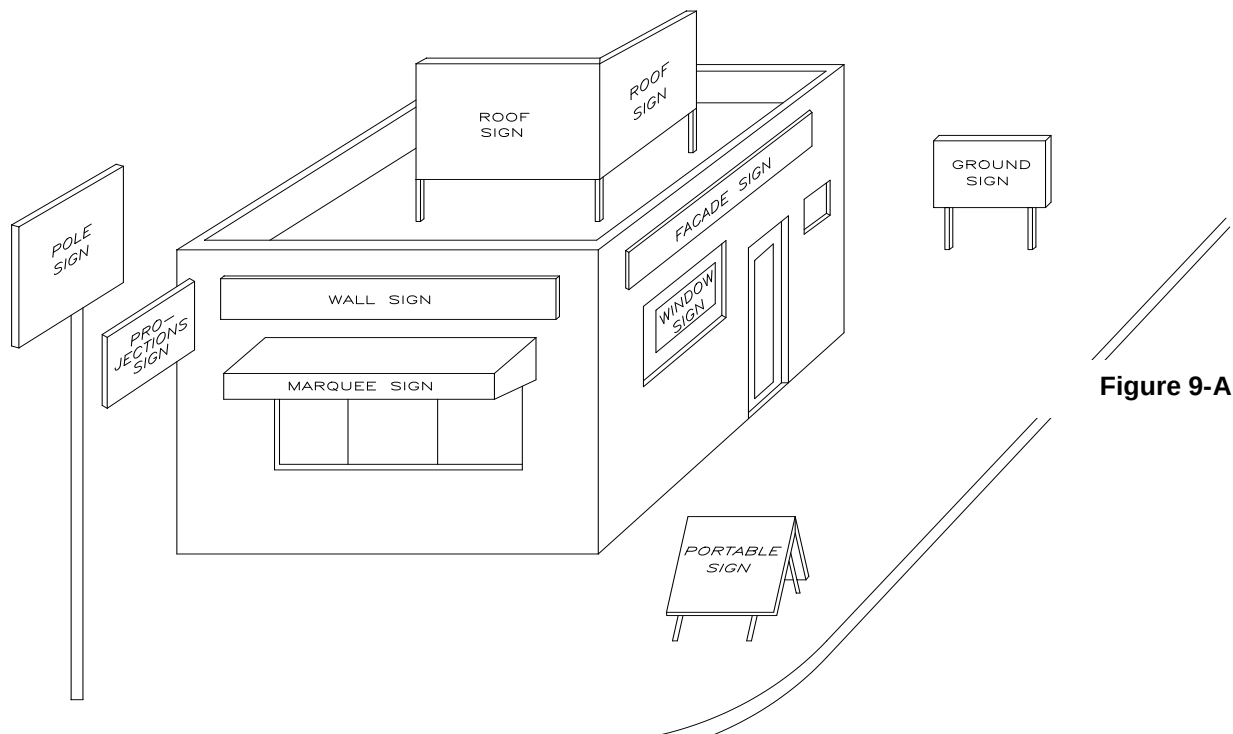


Figure 9-A

or uprights on which such sign is placed. Where a sign has two or more faces, the area of all faces shall be included in determining the area of the sign; except that where two such faces are placed back to back and are at no point more than three feet from one another, the area of the sign shall be taken as the area of one face if the two faces are of equal area, or as the area of the larger face if the two faces are of unequal area.

EXCEPTION 1: The display area of signs painted directly on building wall surfaces shall be that area within a circle, triangle, or parallelogram enclosing the extreme limits of writing, letters, or numbers.

EXCEPTION 2: Time and temperature displays including clock facings.

F. Sign, Ground: A sign which is supported on a monument base or on one (1) or more supports where the sign height is less than eight (8) feet.

G. Sign, Height: The height of sign shall mean the maximum vertical distance from the uppermost extremity of a sign or sign support to the average ground level at the base of the sign.

H. Sign, Home Occupation: A sign containing only the name and occupation used for the purpose of advertising services in conjunction with a lawful home occupation.

I. Sign, Identification: A sign giving the nature, logo, trademark or other identifying symbol, address, or any combination of the name, symbol and address of a building, business, development or establishment on the premises where it is located.

J. Sign, Marquee: A sign which is attached to or hung from the underside of a marquee, awning, canopy, or other covered structure projecting from and supported by a building and does not project horizontally beyond or vertically above said marquee, awning, canopy, or covered structure.

K. Sign, Name Plate: A sign located on premises, giving the name or address, or both, or the owner or occupant of a building or premises.

L. Sign, Off Premise: A sign located on a different parcel of land or lot or premise than where the business, product, service, event, or person or subject is being advertised.

M. Sign, On Premise: A sign located on the parcel of land or lot advertising a business, product, service, event, person or subject being offered on said parcel of land or lot.

N. Sign, Pole: A sign which is supported on one (1) or more supports where the sign height is greater than eight (8) feet.

O. Sign, Portable: A sign that is not permanent, affixed to a building, structure or the ground including signs supported on mobile chassis other than motor vehicles.

P. Sign, Projecting: A sign which is attached directly to the building wall, and which extends more than fifteen (15) inches from the face of the wall.

Q. ~~Sign, Roof: A sign which is erected, constructed and maintained upon or above the roof of a building, or parapet wall and which is wholly or partially supported by said building.~~

~~EXCEPTION: For the purpose of this definition of roof sign, a sign that is mounted on a mansard roof, roof overhang, parapet wall, above a marquee, or on a wall with a roof below, shall not be considered as a roof sign but shall instead be considered as a wall sign for that side of the building, provided that not part of such sign extends above the uppermost building line not including chimneys, flag poles, electrical, mechanical equipment, TV antennas and other similar equipment and extensions.~~

R. ~~Sign, Setback: The minimum linear distance as measured from the road right-of-way line to the nearest part of the sign or advertising structure.~~

S. ~~Sign, Wall: A sign that is attached directly to a wall, mansard roof, roof overhand, parapet wall, or above a marquee of a building with the exposed face of the sign in a plane parallel to the building wall or to the surface on which it is mounted, and which projects not more than fifteen (15) inches from the building or structure wall, and which does not have any part of such sign or sign supports extending above the uppermost building line not including chimneys, flag poles, electrical or mechanical equipment, TV antennas or any other similar equipment or extensions.~~

Signs, Temporary: Temporary signs shall include the following:

A. ~~Balloon Sign: A portable sign which is inflated by air or any inert gas.~~

B. ~~Portable Sign: A sign not permanently anchored or secured to either a building or the ground, such as, but not limited to, "A" frame, "T" or inverted "T" shaped sign structures and signs on movable trailers, or similar portable or moveable devices. Banners, balloon signs, or sign's objects or devices shall also be considered portable signs.~~

Proposed change to Article 11 Advertising Structures, Signs and Name Plates to become compliant with a 2015 Supreme Court Ruling regarding sign content.

ARTICLE 11 ADVERTISING STRUCTURES, SIGNS, AND NAME PLATES

SECTION 11.1 INTENT AND PURPOSE

The purpose of this Article is to promote traffic safety, public safety, and the conservation of property values through the application of reasonable controls over the use, size, placement, and general appearance of signs, billboards, and other advertising structures. ***Further, it is the intent of this article to ensure content neutrality in the regulation of signs.***

SECTION 11.2 JURISDICTION

No sign, billboard, name plate, marquee, or other advertising structure shall be erected, replaced, structurally altered, enlarged, illuminated, changed in purpose, or relocated without first obtaining a sign permit pursuant to *Section 11.34* of this Ordinance, except those signs specifically exempted by *Section 11.98* of this Ordinance, and those structures specifically exempted from this ordinance regulation by the Highway Advertising Public Act 106, of 1972, as amended.

SECTION 11.3 SUBSTITUTION CLAUSE

Any sign authorized to be displayed by this Ordinance may contain a non-commercial message.

SECTION 11.4 SIGN PERMITS

An application for a sign permit shall be made to the ~~Community Development Department~~ **Department of Construction Codes & Planning and Zoning**, by submission of a form approved for this purpose pursuant to *Section 3.4.1* of this Ordinance, by the owner of the property on which the sign is proposed to be located or by his agent, or lessee. *All signs shall comply with applicable building codes.* Said application shall contain the following information:

Property owner's name and address

Applicant's name, address, and phone number

Address or legal description of property on which the sign is proposed

Name and address of the owner of the sign

Total display area in square feet

Proposed setback from road right-of-way

Sign type, purpose, height

Height and width of building if the sign is a wall or wall projecting type

SECTION 11.5 REVIEW OF APPLICATIONS

The ~~Community Development Department~~ **Department of Construction Codes & Planning and Zoning** shall review all properly filed applications for sign permits and issue permits only for those applicants fully meeting the criteria established in this Ordinance and the State Construction Code. The ~~Community Development~~ Department shall approve or reject said applications within three (3) full working days of receipt of a completed application submittal.

SECTION 11.6 SIGN PERMIT APPLICATION FEES

A schedule of permit fees shall be established and amended from time to time by resolution of the County Board of Commissioners.

SECTION 11.7 APPEALS

The Board of Appeals may authorize a ~~reduction, modification, or waiver~~ **variance** of any of the requirements of this Article upon request provided the standards established in *Section 4.6.3* of this Ordinance are fully met.

SECTION 11.8 PROHIBITED SIGNS

The following listed signs are prohibited in any district of this Ordinance:

- 11.8.1** A sign displaying intermittent lights resembling the flashing lights customarily used in traffic signals, or police, fire, ambulance, or rescue vehicles.
- 11.8.2** A sign using the words, "Stop", "Danger", or any other words, phrases, symbols, or characters, in such a manner as to interfere with, mislead, or confuse a vehicle driver.
- ~~**11.8.3** Billboards located within three hundred (300) feet of a residential district~~
- 11.8.3** Any sign which obstructs the ingress or egress from a required door, window, or other required exit.
- ~~**11.8.4** Billboards used for on-premise advertising~~
- 11.8.4** Signs located in the right-of-way of public streets or highways.
- 11.8.5** Window signs located on the face of windows which cover more than twenty-five percent (25%) percent of the window area.
- 11.8.6** *Signs containing statements, words, or pictures of an obscene or indecent character.*
- 11.8.7** *Signs advertising a business, product, or service no longer available on the premises on which the sign is located.*
- 11.8.8** *Any sign which is structurally unsafe or exhibits significant signs of wear or disrepair.*
- 11.8.9** *Off-premise signs not otherwise permitted by this article.*

SECTION 11.9 EXEMPT SIGNS

The following signs are permitted as indicated below and are not required to obtain a Sign Permit. Provided, however, that all exempt signs shall be installed outside the public right-of-way in such a manner as to not obstruct clear vision.

- ~~**11.9.1** Real Estate Sale and For Rent or Lease Signs~~ **Temporary signs not exceeding eight (8) square feet when located in the LA, R-1, R-2, and R-3 districts.** ~~which are not exceeding eight (8) square feet in display area when located within the LA, R-1, R-2, and R-3 districts,~~ **These temporary signs may be erected for a period not to exceed six (6) months within any twelve (12) month period. If a property is for actively for sale or lease, a temporary sign may be present on site for more than six (6) months.**
- ~~**11.9.2** and Temporary signs~~ not exceeding thirty-two (32) square feet in display area in all other land development districts. **These temporary signs may be erected for a period not to exceed six (6) months within any twelve (12) month period. If a property is for actively for sale or lease, a temporary sign may be present on site for more than six (6) months. Temporary signs in non-residential districts may include off-premise signs.** ~~Said signs must be located on the actual property for sale, lease or rent.~~
- 11.9.3** Building Construction Signs ~~identifying contractors, architects, builders, or owners name~~ during the period of construction not exceeding fifty (50) square feet in display area. Signs designating the future site of an establishment shall not be considered Building Construction Signs.
- ~~**11.9.4** Political Campaign Signs not exceeding thirty two (32) square feet in display area.~~ **Political campaign signs supporting a candidate for public office shall be removed seven (7) days following the election for the office in question. Political campaign signs**

expressing a viewpoint shall be treated as an exempt sign under this Section provided they are removed after ninety (90) days.

11.9.4 Small permanent signs affixed to a structure. Such signs include but are not limited to “No Hunting”, “No Trespassing”, ~~Garage Sale~~ and On Premise Directional Signs not exceeding six (6) square feet in display area.

11.9.5 Name plate sSigns identifying a building's address and/or the names of the occupants ~~but do not exceed~~**ing** six (6) square feet in display area.

11.9.6 Historic Markers, signs identifying the name of a building or date of erection of a structure and official notices of any court or public agency not exceeding six (6) square feet in display area.

11.9.7 Signs located on the premise of a customary agricultural operation as defined in this Ordinance ~~which identify and advertise, name of a farm, the operator's name, seed, fertilizer, herbicide, pesticide, feed, feed supplements, livestock, test plots, farm organizations, awards, and similar agricultural activities, including seed, feed, fertilizer, herbicide, and pesticide dealers, but excluding equipment and implement dealer and related repair facilities.~~ Such signs shall not exceed thirty-two (32) square feet in display area.

11.9.8 Signs ~~identifying the owner, operator, or name of a customary agricultural operation when located on agricultural buildings without display area limitations.~~

11.9.9 Traffic Control, Directional, Warning, or Information Signs when authorized by a public agency having appropriate jurisdiction without display area limitations.

11.9.10 Flags ~~(no larger than forty (40) square feet in display area~~ **and** ~~); banners and signs (no larger than two (2) square feet in display area) bearing the official insignia of a nation, state, county, municipality, or educational institution.~~

11.9.11 ***One portable sign not exceeding eight (8) square feet in area located on a non-residential property is permitted without a permit Portable signs may not be located in the right of way and may not interfere with pedestrian or vehicular traffic.***

SECTION 11.10 PERMANENT SIGN TABLE

Eaton County Zoning Ordinance, Permanent Sign Table ^{6,7}					
Type of Sign	Zoning Districts				
	RC	LA, R-1, R-2, R-3	C-1	C-2	I
MONUMENT 1,2,3,5	Max Display Area: 24sq ft Max Height: 8ft Quantity: 1 per principal use. Single Family and Duplex Dwellings shall not have a sign. Home occupations may have a single monument sign.	Max Display Area: 24sq ft Max Height: 8ft Quantity: 1 per principal use. Single Family and Duplex Dwellings shall not have a sign. Home occupations may have a single monument sign.	Max Display Area: 75sq ft Max Height: 12ft Quantity: 1 per principal use.	Max Display Area: 100sq ft Max Height: 12ft Quantity: 1 per principal use.	Max Display Area: 100sq ft Max Height: 12ft Quantity: 1 per principal use.
POLE 1,2,3,5	Max Display Area: 24sq ft Max Height: 8ft Quantity: 1 per principal use. Single Family and Duplex Dwellings shall not have a pole sign. Home occupations may have a single pole sign.	Max Display Area: 24sq ft Max Height: 8ft Quantity: 1 per principal use. Single Family and Duplex Dwellings shall not have a pole sign. Home occupations may have a single pole sign.	Max Display Area: 100 sq ft ³ Max Height: 30ft Quantity: 1 per principal use. A use may have one pole sign or one monument sign, but not both.		

Eaton County Zoning Ordinance, Permanent Sign Table^{6,7}

Type of Sign	Zoning Districts				
	RC	LA, R-1, R-2, R-3	C-1	C-2	I
WALL⁴	Max Display Area: 10% of the total area of an exposed wall Max Height: Not above highest point of 1 st story Quantity: 1 per principal use. Single Family and Duplex Dwellings shall not have a wall sign. Home occupations may have a single wall sign of no more than 8 sq ft.	Max Display Area: 10% of the total area of an exposed wall Max Height: Not above highest point of 1st story Quantity: 1 per principal use. Single Family and Duplex Dwellings shall not have a wall sign. Home occupations may have a single wall sign of no more than 8 sq ft.	Max Display Area: 10% of the total area of an exposed wall Max Height: Not above highest point of 1st story Quantity: 1 per exposed building wall; 1 per establishment	Max Display Area: 15% of the total area of an exposed wall Max Height: Not above highest point of 1st story Quantity: 1 per exposed building wall; 1 per establishment	Max Display Area: 15% of the total area of an exposed wall Max Height: Not above highest point of 1st story Quantity: 1 per exposed building wall; 1 per establishment
	<i>Shall project no more than 15" from the wall to which the sign is attached.</i>				
PROJECTING	Not Permitted.	Not Permitted.	Max Display Area: 25sq ft Max Height: 3 feet above building height. Must maintain a minimum of 8 feet of ground clearance and have a horizontal distance of at least 2 feet from any parking space or maneuvering lane. Quantity: 1 per principal use or establishment May not project over the right of way or any property lines.		
ROOF⁶	Not Permitted.	Not Permitted.	Max Display Area: 15% of wall area Max Height: 3 feet above building height. Quantity: 1 per principal use. A building may have a roof sign or a wall sign per exposed building wall, but not both.		

Eaton County Zoning Ordinance, Permanent Sign Table ^{6,7}					
Type of Sign	Zoning Districts				
	RC	LA, R-1, R-2, R-3	C-1	C-2	I
BILLBOARD ⁵	Not Permitted.	Not Permitted.	Not Permitted.	Max Display Area: 720sq ft Max Height: 30 ft Quantity: 1 sign permitted on each parcel of land. Minimum spacing of 500ft between signs. A billboard sign may be an on-premise sign or an off-premise sign.	

Footnotes

1. Corner lots may have 1 pole sign or monument sign on each street frontage if permitted within the relevant zoning district.
2. A use with only one street frontage may have a pole sign or a monument sign, but not both.
3. Shopping malls and similar properties with 4 or more tenants, ~~and vehicle sales and service establishments~~ may increase the total sign area by 10 square feet for each tenant, not to exceed a total area of 150 square feet. **Vehicle sales and service establishments may also increase total sign area to up to 150 square feet.**
4. For multi-occupant buildings, wall area shall be calculated based upon the exterior wall width of that portion of the building occupied by the applicant. For exterior wall widths of less than 50 feet, wall signs of 50 square feet in area shall be permitted, regardless of the total area of the exposed wall.
5. Monument, pole, and billboard signs ~~must be setback at least 10' from the~~ **shall not be located in the road** right of way and not within side setback areas. **The setback distance to all property lines must be equal or greater to the height of the sign.**
6. Multiple Signs: If multiple sign types are present on a property, the total area of all signs shall not exceed 150 sq ft. This standard does not apply to properties with 4 or more tenants or to vehicle sales and service establishments. Billboards shall not be included within the calculation of total area of all signs on a parcel.
7. The Planning Commission may grant a waiver from the requirements of the Permanent Sign Table upon demonstration by the applicant that the waiver is the smallest deviation from the standards necessary, there is a unique characteristic of the proposed use or parcel that makes the waiver necessary, and that there will be no risk to public health, safety, or welfare created by the proposed sign(s).

SIGN SETBACK REQUIREMENTS

Sign setbacks for all districts shall be as follows:

Ground Signs: Ten (10) feet from the edge of the road right of way to any portion of the sign or its supports

Pole Signs:

Up to 20 feet sign height Twenty (20) feet from edge of the road right of way to any portion of the sign or its supports For signs greater than One (1) foot of additional setback for 20 feet in sign height each additional foot of sign height

SECTION 11.11 ELECTRONIC MESSAGE BOARDS

An electronic message board may be incorporated as part of a permitted pole sign or monument sign.

The message board portion of the sign may not account for more than 50 percent of the total sign area. If the sign is only an electronic message board, the total permitted area shall be 50 percent of the area permitted for the subject sign type and zoning district.

SECTION 11.12 DEFINITIONS AS USED IN THIS ARTICLE

The following definitions refer to this Article of this Ordinance and are placed here for convenience.

Section 5.2 of this Ordinance shall be used for the purpose of interpreting the following definitions.

- A. Sign: Sign shall mean and include every individual announcement, declarations, demonstration, display, illustration, insignia, surface or space when erected or maintained out of doors in view of the general public for identification, advertisement or promotion of the interests of any person. This definition shall include billboard signs, signs painted directly on walls of structures, and portable signs. ***This definition does not include murals or other works of art that do not communicate a written message or include a logo or other insignia.***

~~Sign, Advertising: Any sign erected for the purpose of advertising a business, product, service, event, person or subject not relating on the premises on which said sign is located.~~

- B. Sign, Billboard: An off-premise sign applied to panels ~~with over three hundred (300) square feet of display area~~ and used for out-door advertising of a business, product, service, event, person or subject including those signs as regulated by the Michigan Department of Transportation pursuant to Public Act 106 of 1972, as amended.

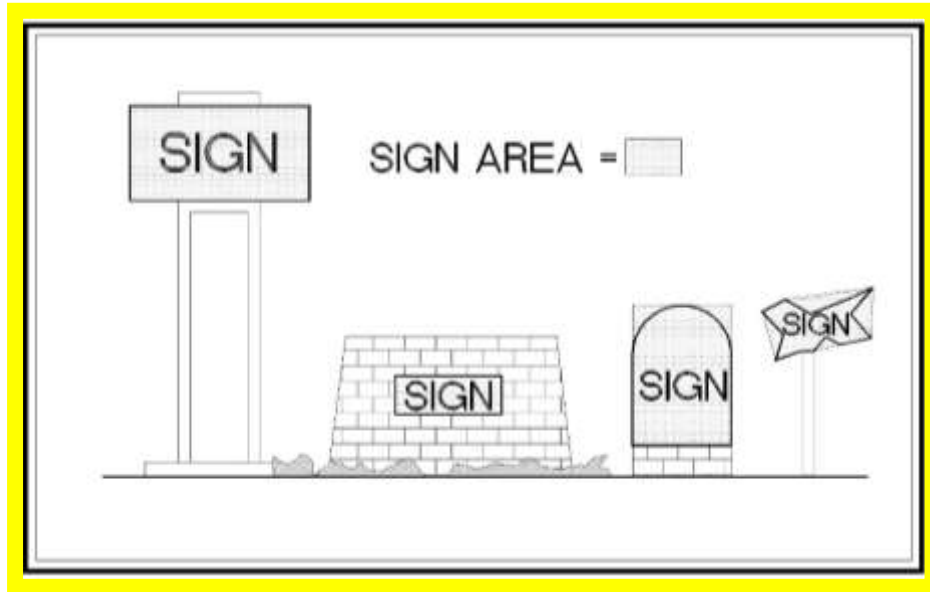
~~Sign, Business: Any sign erected for the purpose of advertising a business, product, or subject related to the premises on which said sign is located.~~

- C. Sign, Display Area: Display area means the entire area within a circle, triangle or parallelogram enclosing the extreme limits or writing, lighting, representation, emblem or any figure of similar character, together with any frame or other material forming an integral part of the display or used to differentiate the sign from the background against which it is placed; excluding the necessary supports or uprights on which such sign is placed. Where a sign has two or more faces, the area of all faces shall be included in determining the area of the sign; except that where two such faces are placed back to back and are at no point more than three feet from one another, the area of the sign shall

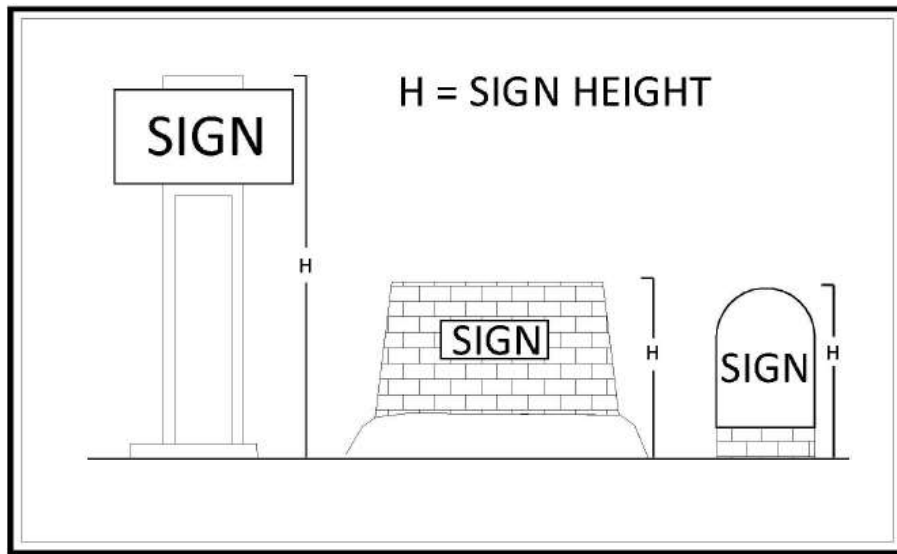
be taken as the area of one face if the two faces are of equal area, or as the area of the larger face if the two faces are of unequal area.

EXCEPTION 1: The display area of signs painted directly on building wall surfaces shall be that area within a circle, triangle, or parallelogram enclosing the extreme limits of writing, letters, or numbers.

EXCEPTION 2: Time and temperature displays including clock facings.



- D. Sign, ~~Ground~~ Monument: A sign **attached to a permanent masonry or decorative foundation and not attached or dependent for support from any building, exposed pole or posts, or similar uprights** which is supported on a monument base or on one (1) or more supports where the sign height is less than eight (8) feet.
- E. Sign, Electronic Message Board: A sign with **changeable copy in which the copy consists of an array of lights activated and deactivated simultaneously.**
- F. Sign, Height: The height of sign shall mean the maximum vertical distance from the uppermost extremity of a sign or sign support to the average ground level at the base of the sign.



Sign, Home Occupation: A sign containing only the name and occupation used for the purpose of advertising services in conjunction with a lawful home occupation.

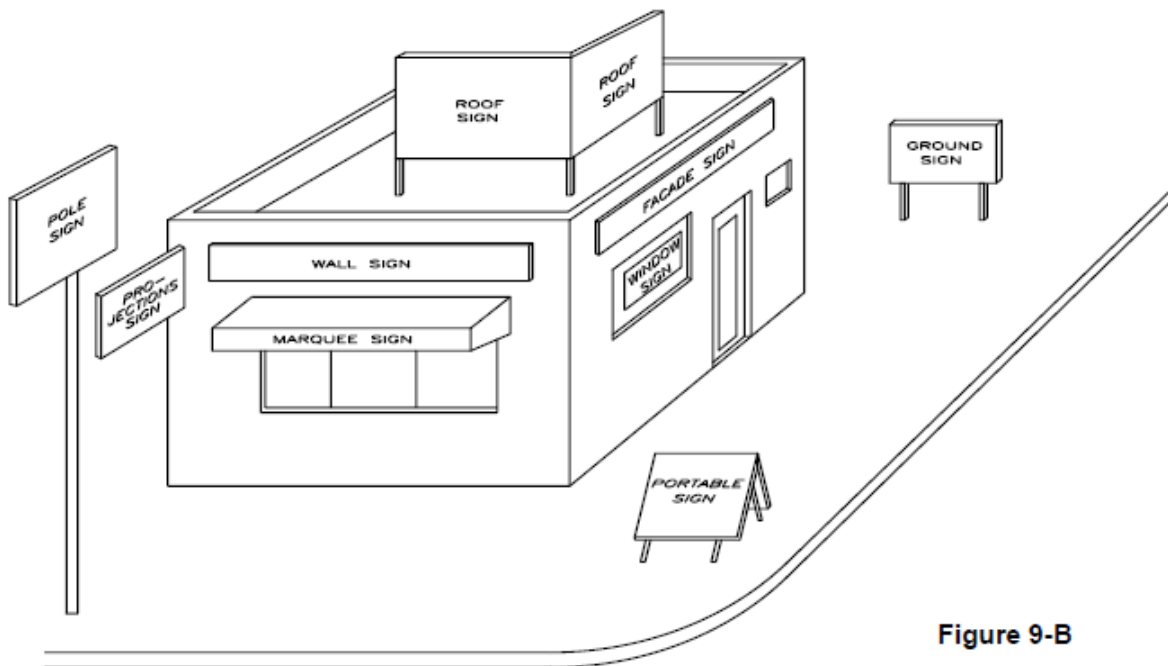


Figure 9-B

SIGN TYPES

Sign, Identification: A sign giving the nature, logo, trademark or other identifying symbol, address, or any combination of the name, symbol and address of a building, business, development or establishment on the premises where it is located.

- G. Sign, **MarqueeProjecting**: A sign which is **affixed to any building or structure, and any part of which extends beyond the building wall and the horizontal sign surface is not parallel to the building wall.** ~~attached to or hung from the underside of a marquee, awning, canopy, or other covered structure projecting from and supported by a building and does not project horizontally beyond or vertically above said marquee, awning, canopy, or covered structure.~~
- H. Sign, Name Plate: A sign located on premises, giving the name or address, or both, or the owner or occupant of a building or premises.
- I. Sign, Off-Premise: A sign located on a different parcel of land or lot or premise than where the business, product, service, event, or person or subject is being advertised.
- J. Sign, On-Premise: A sign located on the parcel of land or lot advertising a business, product, service, event, person or subject being offered on said parcel of land or lot.
- K. Sign, Pole: A sign **attached to a permanent foundation supported from the ground by one or more poles, posts, or similar uprights, with or without braces.** ~~which is supported on one (1) or more supports where the sign height is greater than eight (8) feet.~~
- L. Sign, Portable: A sign that is not permanent, affixed to a building, structure or the ground including signs supported on mobile chassis other than motor vehicles.
- Sign, Projecting: A sign which is attached directly to the building wall, and which extends more than fifteen (15) inches from the face of the wall.**
- M. Sign, Roof: A sign which is erected, constructed and maintained upon or above the roof of a building, or parapet wall and which is wholly or partially supported by said building.
- EXCEPTION: For the purpose of this definition of roof sign, a sign that is mounted on a mansard roof, roof overhang, parapet wall, above a marquee, or on a wall with a roof below, shall not be considered as a roof sign but shall instead be considered as a wall sign for that side of the building, provided that not part of such sign extends above the uppermost building line not including chimneys, flag poles, electrical, mechanical equipment, TV antennas and other similar equipment and extensions.
- N. Sign, Setback: The minimum linear distance as measured from the road right-of-way **or other property** lines to the nearest part of the sign or advertising structure.
- O. Sign, Wall: A sign that is attached directly to a wall, mansard roof, roof overhand, parapet wall, or above a marquee of a building with the exposed face of the sign in a plane parallel to the building wall or to the surface on which it is mounted, **and which projects not more than fifteen (15) inches from the building or structure wall,** and which does not have any part of such sign or sign supports extending above the uppermost building line not including chimneys, flag poles, electrical or mechanical equipment, TV antennas or any other similar equipment or extensions.

Section 11.12 — TEMPORARY SIGNS

Temporary signs shall be permitted as set forth in this section.

As used in this ordinance, temporary signs include:

Balloon Sign: A portable sign which is inflated by air or any inert gas.

Portable Sign: A sign not permanently anchored or secured to either a building or the ground, such as, but not limited to, “A” frame, “T” or inverted “T” shaped sign

structures and signs on movable trailers, or similar portable or moveable devices. Banners, balloon signs, or sign's objects or devices shall also be considered portable signs.

SECTION 11.13 PORTABLE SIGNS

Portable Signs: A portable sign, other than a balloon sign as regulated herein, may be permitted in any zoning district. Only one (1) portable sign shall be permitted on a site at any one time for a period not to exceed a total of thirty (30) days in any calendar year. A portable sign shall not exceed thirty-two (32) square feet in area, except for balloon signs as regulated herein and shall not have any flashing, colored or glaring lights. Further, such signs shall be placed no closer than ten (10) feet from the public right of way and shall not hamper the visibility of a driver on or off the site. A permit shall be obtained from the **Community Development Department** **Department of Construction Codes & Planning and Zoning** each time a portable sign is installed on a site.

Balloon Signs: Balloon signs shall be permitted in the C-1, C-2, I and PUD zoning districts subject to the following regulations:

A balloon sign shall not be more than thirty-five (35) feet high from the point where the balloon rests on any surface if the balloon rests on a surface, or from the point of tie-down, if it does not rest on a surface.

All balloon signs shall be securely anchored to the ground or to a building in accordance with the requirements of the Eaton County Building Code, as amended. All anchoring devices shall be inspected and approved by the Construction Code Department. Balloon signs over fifteen (15) feet high shall be anchored with a minimum of six (6) ropes or similar tie-down devices. Additional ropes or tie-down devices may be required by the Construction Code Official to ensure proper anchoring.

Any electrical motor, pump or similar device used to inflate the balloon sign shall be installed in accordance with the requirements of the Eaton County Building Codes, as amended.

A balloon sign shall be setback a minimum distance of one and one-half (1½) times its inflated height from all property lines. **For example**, a balloon sign with a total inflated height of forty (40) feet must be anchored at least sixty (60) feet from all property lines.

A balloon sign placed on the ground shall not, in the opinion of the Community Development Department, interfere with the on-site or off-site traffic circulation, utility lines, hamper the visibility of drivers or obstruct fire lanes. The placement of a balloon sign on the ground shall not result in a reduction of the number of parking spaces required herein for that site on which the balloon sign is located.

A temporary barricade shall be installed completely around a balloon sign to deter easy access. This barricade must be clearly visible and be comprised of rope, portable fence or similar materials, excluding barbed wire.

A balloon sign, if mounted on top of a building, shall not protrude over the edge of that building.

All balloon signs shall be equipped with a quick deflation system so that the balloon sign will deflate instantly if it breaks loose from its anchor. The Eaton County Construction Code Department shall inspect the balloon sign to ensure that this system is installed properly.

All balloon signs shall be taken down if wind speeds exceed thirty (30) knots (35 mph). The installer of the sign shall be responsible for monitoring weather conditions.

Balloon signs are considered portable signs and shall comply with the Portable Sign regulations in this Ordinance including limitations on the duration a balloon sign may remain on a site in a calendar year.

Balloon signs may be illuminated from the inside or by exterior lights placed to direct the glare away from adjacent roadways and properties. Balloon signs shall not have any flashing, colored or glaring lights.

A balloon sign installer shall carry at least one million dollars (\$1,000,000) in liability insurance coverage and shall provide proof of this to the Community Development Department prior to the issuance of the sign permit.

Balloon signs shall be installed so as not to interfere with utility lines, flight paths or radio and television reception.

11.14 Inspection, Removal and Safety

11.14.1 Signs may be inspected periodically by the Department of Construction Codes & Planning and Zoning to ensure compliance with this and other applicable county codes.

11.14.2 All signs and components thereof shall be kept in good repair and in safe, neat, clean, and attractive condition.

11.14.3 The Department may order the removal of any sign erected or maintained in violation of this Ordinance. Such order shall be made in writing, delivered personally or by certified mail, and shall allow the person receiving it 30 days in the case of a permanent sign and 7 days in the case of a temporary sign to remove the sign or to bring it into compliance. Such order shall be served upon the owner of such sign, or to the owner or manager of the building, structure, or premises on which such sign is located. The Department may remove a sign immediately and without notice, at cost to the owner or lessee, if the condition of the sign presents an immediate threat to the safety of the public.

11.14.4 A sign shall be removed by the owner or lessee of the premises upon which the sign is located when the business which it advertises is no longer conducted on the premises. If the owner or lessee fails to remove the sign within 90 days of the termination of business or activity, the Department, may remove the sign at cost to the property owner. When a successor to a defunct business agrees to maintain the signs as provided in this Code, this removal requirement shall not apply.

11.14.5 No sign shall be placed so as to obstruct the view of approaching vehicular or pedestrian traffic from any direction or present a hazard to the safe flow of traffic. In the event that any sign violates this requirement, and has not received a permit, the Department may remove such sign to protect traffic. The owner of the property, or business operator where such sign is located, shall first be notified of its impending removal. The property owner or business operator shall be given opportunity to alter or replace such a sign within 24 hours to make it comply with this Ordinance.

11.14.6 Clear Vision Triangle. No sign shall be placed in a triangular area formed by measuring 20 feet from the right-of-way line from any public street and a driveway, or at the corner to two public streets.

Eaton County Construction Code
Financial Report
Fiscal Year 2023/24
Through the end of May, 2024

	Original Budget	Adjusted Budget	Actual Year to Date	Projected Year to Date	Remaining Balance	% Used
Revenues						
Permitting Revenue						
Building Permits *	300,000	350,375	569,447.02	711,148.05	(360,773.05)	203%
Mechanical Permits	120,000	120,000	112,696.03	169,044.05	(49,044.05)	141%
Electrical Permits	120,000	120,000	88,178.03	132,267.05	(12,267.05)	110%
Plumbing Permits	65,000	65,000	49,563.01	74,344.52	(9,344.52)	114%
Total Permitting Revenue	605,000	655,375	819,884.09	1,086,803.66	(431,428.66)	
Other Revenue						
Construction Code Services	11,600	11,600	19,909.00	29,863.50	(18,263.50)	257%
Fines and Forfeitures	500	500	100.00	300.00	200.00	60%
Fund Balance Carryover	400,310	400,310	-	-	400,310.00	0%
Total Other Revenue	412,410	412,410	20,009.00	30,163.50	382,246.50	
Total Revenues	1,017,410	1,067,785	839,893.09	1,116,967.16	(49,182.16)	105%
Operational Expenditures						
Personnel	682,374	682,374	339,235.47	1,057,004.82	(374,630.82)	155%
Supplies	22,700	22,700	16,751.70	24,127.55	(1,427.55)	106%
Other Services & Charges	59,012	79,387	54,184.73	71,277.10	8,109.91	90%
Total Operational Expenditures	764,086	784,461	410,171.90	1,152,409.46	(367,948.46)	
Other Expenditures						
Debt Service - Vehicle Leases	19,404	19,404	17,047.40	29,224.11	(9,820.11)	151%
Capital Outlay	51,000	51,000	-	51,000.00	-	100%
Transfer Out - General Fund	45,000	45,000	134,250.00	45,000.00	-	100%
Transfer Out - Public Improvement	134,000	134,000	-	134,000.00	-	100%
Transfer Out - Computer Fund	3,920	33,920	2,940.00	33,920.00	-	100%
Total Other Expenditures	253,324	283,324	154,237.40	293,144.11	(9,820.11)	103%
Total Expenditures	1,017,410	1,067,785	564,409.30	1,445,553.58	(377,768.58)	135%
Excess Revenues over Expenses (Net Carryover)	-	-	275,483.79	(328,586.42)		
9/30/2023 Estimated Fund Balance	1,139,660	1,139,660	1,139,660	1,139,660		
Projected 9/30/2024 Fund Balance	739,350	739,350	864,176	811,073		

* Projected Building Permits Includes One-Time Single Permit for \$288,036



EATON COUNTY RESOURCE RECOVERY

---RETHINKING OUR DEPENDENCE ON NATURAL RESOURCES TODAY
BY REDUCING, REUSING & RECYCLING FOR A BETTER

Department of Resource Recovery Report For Public Works & Planning Committee 6/12/2024

General Updates:

The Department of Resource Recovery is in event season, operating recycling events, education programs, and developing additional recycling programs. The additional recycling programs, such as the recycling trailers, are being developed in anticipation of compliance with the Materials Management Plan update, focusing on recycling access and recycling rates for Eaton County residents.

County Projects (Programs):

Recycling Fever event is on Saturday, June 15th in Charlotte. Registrations are strong, and volunteer positions are being filled. The department is in the final stages of planning, including advertising and volunteer management. The department is running an advertisement in the County Journal for the next two weeks with the assistance of Director of Communications Logan Bailey.

The May 18, 2024 Spring Clean-Up event in Delta Charter Township was very successful. The event met the department's goals in attendance, volunteer participation, operations and materials disposals. Spring Clean-Up event numbers:

Category	2024 Spring Clean-Up
Registrations	475
Attendance	362
Volunteer Participation	18
Household Hazardous Waste	14,794 pounds
Electronics Recycling	18,157 pounds

Included in the packet are invoices from Spring Clean-Up's household hazardous waste (ERD) and electronics recycling (Shupan) vendors detailing the types and quantities of materials recovered from Eaton County residents. A total of 36,951 pounds (~18 tons) of HHW and electronic wastes were recovered, not including yard waste and scrap metal.

EGLE Infrastructure Grant Recycling Trailer

The Pro-Trainer gravity tilt recycling trailer is expected to be delivered in mid-June. The Department of Resource Recovery is meeting with the Village of Vermontville to pilot the program for the residents of western portions of Eaton County. The department is expanding operations into other portions of the county throughout the next two years.

Participation in the program is free for Eaton County residents. The recycling trailer accepted materials will be: plastics (PETE #1; HDPE #2; PP #5), paper (office paper; glossy paper; newspaper; and corrugated and kraft paper), and scrap metal (tin and

aluminum). The recyclable materials will be transported to Sunfield Recycling Center to be baled, inventoried and sold with other county materials.

The department is currently seeking partnerships for operating the County Recycling Trailer, including townships, villages, cities, schools, churches and businesses. Please contact the department for any opportunities and partnerships to bring the County Recycling Trailer to underserved areas of the county.

Calhoun County/Charlotte Area Recycling Authority (CARA) “Hub and Spoke” Pilot

The Department of Resource Recovery is working under the MOU with Calhoun County on plastics recycling. The delivery of materials has been approximately twice a month, aiding in increasing volume at the Sunfield Recycling Center.

Materials Management Plan

The Department of Resource Recovery is recommending that the Eaton County Board of Commissioners, acting as the County Approval Agency (CAA) for the Materials Management Plan update, formally serve the Notice of Intent (NOI) to the Michigan Department of Environment, Great Lakes, and Energy, Materials Management Division referenced in the Notice of Intent (NOI) Submittal form referenced in the packet.

The Notice of Intent (NOI) Submittal form will be electronically submitted with April 17, 2024 Board of Commissioner Meeting Minutes and Resolution appointing the Eaton County Board of Commissioners the CAA for the Materials Management Plan Update uploaded with the submission. The official submission is located on the EGLE MMP website <https://www.michigan.gov/egle/about/organization/materials-management/solid-waste/planning> or directly at <https://www.surveymonkey.com/r/EGLENOI>.

Serving the NOI begins deadlines for approving the Designated Planning Agency (DPA) and the Materials Management Planning Committee (MMPC). The Department of Resource Recovery is officially appointed the DPA, at the May 15, 2024 Regular Meeting. The deadline for establishing the MMPC will be 180 days after NOI submission (December – January, depending on NOI submission date). The Department of Resource Recovery, acting as the DPA, is currently developing plans for MMPC membership.



HHW Collection Summary

13040 MERRIMAN ROAD, SUITE 200
LIVONIA, MICHIGAN 48150-1816
734.437.9650 (P) • 734.437.9651 (F)

EATON COUNTY

Collection Date	May 18, 2024
# of Vehicles	?
Event Location	Eaton County Road Commission-Lansing

Type of Material	# of Containers	Container Size & Type	Total Weight	Unit	Treatment Category*
Flammable Liquid	1	55 Gal Drum	445	lbs	ER
Oil Based Paint	5	Cubic Yard	3,122	lbs	ER
Latex Paint	0	Latex Toter	0	lbs	RC
Aerosol Cans	2	Cubic Yard	798	lbs	ER
Acidic Products	1	55 Gal Drum	137	lbs	ST
Caustic/Basic Products	1	55 Gal Drum	92	lbs	ST
Oxidizers	1	55 Gal Drum	32	lbs	ST
Toxic Products	6	Cubic Yard	3,329	lbs	ST
Aerosol Pesticides	1	55 Gal Drum	43	lbs	ST/DI
Pesticides	2	Cubic Yard	1,091	lbs	ST/DI
Oil/Antifreeze	4	Toter	3,879	lbs	RC
Propane/Fire Extinguishers	1	Crate	870	lbs	RC
Expired Medicines	0	55 Gal Drum	0	lbs	ST/DI
Medical Waste Sharps	1	Cubic Yard	182	lbs	AUTOCLAVE
Smoke Detectors	0	Pail	0	lbs	RC/LF
Reactives	2	Pail	29	lbs	DI
Electronic Equipment	0	Trailers	0	lbs	RC
Household Batteries	1	55 Gal Drum	34	lbs	RC
Fluorescent Lamps	4	Pallet	707	lbs	RC
Mercury Devices	1	Pail	4	lbs	RC
PCB Ballasts	0	55 Gal Drum	0	lbs	RC/LF
Total Weight for this Collection			14,794	lbs	

*Treatment Categories

RC = Recycling · ST = Stabilization · ER = Energy Recovery · DI = Destructive Incineration · LF = Landfill

INVOICE

Order: IN-13402

05/23/2024

PO#:

Reference#:

**Pickup Address:**

PUBLIC EVENT - EATON COUNTY
RESOURCE RECOVERY
1045 INDEPENDENCE BLVD
CHARLOTTE, MI 48813

Schupan & Sons Inc.

216 Peekstok Dr.
Kalamazoo, MI 49001
1-269-382-0000
www.schupan.com

Bill To:

PUBLIC EVENT - EATON COUNTY
RESOURCE RECOVERY
1045 INDEPENDENCE BLVD
CHARLOTTE, MI 48813
USA

Ship To:

SCHUPAN
216 PEEKSTOK DR.
KALAMAZOO, MI 49001

Item	Qty	Weight	Audit Fee	Recycling Fee	Sub Total
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Audited Items:

	1	0.00	\$0.00	\$0.00	\$0.00
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Data Bearing Devices:**Non-Audited Commodities:**

Cellphones w/ Battery - ECELL	1	19.00		\$0.00	\$0.00
Complete Desktop Towers - ETOW	1	729.00		\$0.00	\$0.00
CRT TVs	6	4,561.00		\$0.20	\$912.20
HDD Cores w/ Board - EHDCOWB	1	5.00		\$0.00	\$0.00
Laptops - Complete - ECLAP	1	343.00		\$0.00	\$0.00
LCD - Monitor - ELCDM	1	454.00		\$0.05	\$22.70
LCD - TV - ELCDTV	6	2,726.00		\$0.00	\$0.00
Mercury - Bulbs - EMERCB	1	3.00		\$0.00	\$0.00
Metal - Sheet Iron (Fe) - F2SHRED	1	154.00		\$0.00	\$0.00
Mixed Batteries	1	18.00		\$0.00	\$0.00
Mixed Electronics - ECOE	23	8,279.00		\$0.00	\$0.00
Printers	2	839.00		\$0.00	\$0.00
Tablets - ETAB	1	27.00		\$0.00	\$0.00

Total Sales**\$0.00****Services:**

Item	Qty	Weight	Audit Fee	Recycling Fee	Sub Total
Charge				\$1930.00	\$1930.00
Balance Due to Schupan	48	18157.00			\$2864.90

Notice of Intent (NOI) Submittal

The Entity below hereby serves its Notice of Intent to the Michigan Department of Environment, Great Lakes, and Energy, Materials Management Division, to accept or decline the role of County Approval Agency and the responsibility to prepare and implement a Materials Management Plan as provided by Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, and its administrative rules.

This form cannot be saved or reopened, and should be completed and submitted in a single session. Please contact EGLE-MMP@Michigan.gov with any questions.

* 1. County Name:

* 2. Entity Name:

**County BOC; Regional Planning Agency; or Authorized Municipality*

* 3. Name of Authorized Signer:

**Name of highest official representative such as the BOC chairperson, Regional Executive Director, appointed entity acting on behalf of municipalities, or an authorized representative.*

* 4. Title of Authorized Signer:

* 5. Accept or Decline County Approval Agency (CAA) responsibilities?

☐

Accept

☐

Decline

Notice of Intent (NOI) Submittal

Acceptance

* 6. County/ies (Check all that apply):

Select all counties that will be included in the planning area. This can be an individual county or select all counties that will be included in you multicounty plan, if applicable.

7. Multicounty Name, if applicable:

* 8. Please check each box below to confirm your understanding and acceptance of the following CAA duties:

- ☐ Primary responsible party
- ☐ Responsible for MMP implementation
- ☐ Appoints Designated Planning Agency (DPA)
- ☐ Oversees the creation and implementation of the DPA's work program
- ☐ Utilizes the MMP Grant funds for MMP development and implementation
- ☐ Approves MMP prior to municipal approval
- ☐ Approves MMP modifications, if needed
- ☐ Certifies to the Department progress toward meeting all components of its materials management goals

* 9. Documentation of Acceptance

Please upload resolution and/or official meeting minutes of entity agreeing to accept CAA responsibility. This may include meeting minutes, agreements, resolutions, and/or other documentation.

Choose File

Choose File

No file chosen

* 10. Multicounty Consultation Documentation

NOTE: Consultation with adjacent counties regarding pursuing a multicounty plan is required in order to submit the Notice of Intent.

Please upload documentation of discussions between counties in regards to preparing a multicounty MMP.

Choose File

Choose File

No file chosen

11. Interlocal Agreement, if applicable

If a county is pursuing a multicounty plan, please upload any interlocal agreements that have been made in relation to the Plan. If an interlocal agreement is created, all counties within the multicounty plan should include it within their submission.

Choose File

Choose File

No file chosen

The individual signing below certifies by their signature that they are authorized to sign this Notice of Intent on behalf of their entity and that they will fulfill the terms of these responsibilities.

By submittal of this Notice of Intent, the County Approval Agency commits to complete all tasks and responsibilities identified in Subpart 11 of Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, PA 451 of 1994, as amended, within the prescribed timeframes identified in accordance with all applicable laws and regulations.

* 12. Electronic Signature:

Name

Entity/Organization

Address

City/Town

State/Province

ZIP/Postal Code

Email Address

Phone Number

* 13. Have you identified your Designated Planning Agency?

**NOTE: DPAs do not need to be identified until 120 after the NOI is submitted, but it is encouraged to identify them earlier.*

☐ Yes

☐ No

Notice of Intent (NOI) Submittal

Decline

14. Please select which entity you represent:

- ☐ Board of Commissioners
- ☐ Regional Planning Agency
- ☐ Municipalities acting jointly

Notice of Intent (NOI) Submittal

Decline BOC

* 15. By checking each box below, you are confirming your understanding and acceptance of all the following if CAA responsibility has been declined:

- ☐ Loss of all approval rights over the MMP.
- ☐ BOC must notify municipalities within the county of this decision.
- ☐ BOC must notify Regional Planning Agency of this decision.

* 16. Documentation of Board of Commissioners Decline

Please upload official documentation or notice from BOC or County Executive declining CAA responsibilities.

Choose File

Choose File

No file chosen

The individual signing below certifies by their signature that they are authorized to sign this Notice of Intent on behalf of their entity and that they will fulfill the terms of these responsibilities.

* 17. Electronic Signature:

Name	
Entity/Organization	
Address	
City/Town	
State/Province	
ZIP/Postal Code	
Email Address	
Phone Number	

Notice of Intent (NOI) Submittal

Decline Regional Planning Agency/Municipality

* 18. By checking each box below, you are confirming your understanding and acceptance of all the following if CAA responsibility has been declined:

☐ Loss of all approval rights over the MMP.

* 19. Documentation of Board of Commissioners Decline

Please upload official documentation or notice from BOC or County Executive declining CAA responsibilities.

Choose File

Choose File

No file chosen

The individual signing below certifies by their signature that they are authorized to sign this Notice of Intent on behalf of their entity and that they will fulfill the terms of these responsibilities.

* 20. Electronic Signature:

Name

Entity/Organization

Address

City/Town

State/Province

ZIP/Postal Code

Email Address

Phone Number

Notice of Intent (NOI) Submittal

Designated Planning Agency (DPA) Information

* 21. DPA Contact Information:

Name of DPA

Name of Contact
Person

Address of Agency

City

State

Zip Code

Telephone

Email Address

Website

Eaton County Resource Recovery
Financial Report
Fiscal Year 2023/24
Through the end of May, 2024

	Original Budget	Adjusted Budget	Actual Year to Date	Projected Year to Date	Remaining Balance	% Used
Revenues						
Administration						
Private Grant	36,000	36,000	-	-	36,000.00	0%
Donations	11,000	11,000	3,086.00	8,000.00	3,000.00	73%
Transfers-In	81,392	81,392	61,044.00	81,392.00	-	100%
Fund Balance - Carry Over	33,395	33,395	-	-	33,395.00	0%
Total Administration Revenues	161,787	161,787	64,130.00	89,392.00	72,395.00	
Operational Revenues						
Waste Hauler Licenses	1,800	1,800	1,935.00	1,500.00	300.00	83%
Solid Waste Surcharge	330,000	330,000	173,258.26	346,767.46	(16,767.46)	105%
Agricultural Plastic Revenue	2,500	2,500	4,885.14	2,000.00	500.00	80%
Total Operational Revenues	334,300	334,300	180,078.40	350,267.46	(15,967.46)	
Total Revenues	496,087	496,087	244,208.40	439,659.46	56,427.54	89%
Expenditures						
Administration						
Personnel	192,908	192,908	85,534.98	235,300.79	(42,392.79)	122%
Supplies	3,000	3,000	1,292.54	1,938.81	1,061.19	65%
Other Services	10,104	10,104	8,183.23	17,274.85	(7,170.85)	171%
Debt Service - Vehicle Lease	-	-	54,619.97	54,619.97	(54,619.97)	0%
Transfer Out - Public Improvement	40,624	40,624	30,468.00	40,624.00	-	100%
Total Administration Expenditures	246,636	246,636	180,098.72	349,758.41	(103,122.41)	142%
Operational Expenditures						
County Projects	132,350	132,350	4,247.14	132,350.00	-	100%
Local Projects	117,101	117,101	63,981.68	117,101.00	-	100%
Total Operational Expenditures	249,451	249,451	68,228.82	249,451.00	-	100%
Total Expenditures	496,087	496,087	248,327.54	599,209.41	(103,122.41)	121%
Excess Revenues over Expenses (Net Carryover)	-	-	(4,119.14)	(159,549.95)	(46,694.87)	
Available Resources from Administration	(84,849)	(84,849)	(115,968.72)	(260,366.41)	175,517.41	
Available Resources from Operations	84,849	84,849	111,849.58	100,816.46	(15,967.46)	
Projected Net Carryover	-	-	(4,119.14)	(159,549.95)	159,549.95	
9/30/2023 Estimated Fund Balance	240,513	240,513	240,513	240,513		
Projected 9/30/2024 Fund Balance	207,118	207,118	236,394	80,963		

**Eaton County Resource Recovery
Program Update**
Fiscal Year 2023/24
Through the end of May, 2024

	Adopted Budget	Amended Budget	YTD Transactions	Projected YTD Transactions	Amended Budget Less YTD Transactions	% Used
Summary of Programs						
529 - County Programs						
Roadside Cleanup	1,900.00	1,900.00	1,398.03	1,900.00	501.97	100.0%
Household Battery Collection	11,000.00	11,000.00	1,572.22	11,000.00	9,427.78	100.0%
Scrap Tire Collection	36,000.00	36,000.00	-	36,000.00	36,000.00	100.0%
Household Hazardous Waste Collection	60,000.00	60,000.00	822.77	60,000.00	59,177.23	100.0%
Education Programs	1,000.00	1,000.00	54.95	1,000.00	945.05	100.0%
Electronic Recycling	18,000.00	18,000.00	-	18,000.00	18,000.00	100.0%
Event Supplies & Contractual	1,200.00	1,200.00	249.20	1,200.00	950.80	100.0%
Promotion Programs	3,250.00	3,250.00	249.20	3,250.00	3,000.80	100.0%
Total	132,350.00	132,350.00	4,346.37	132,350.00	128,003.63	100.0%
530 - SWAG Programs						
Bellevue/Olivet	17,501.00	17,501.00	9,570.85	17,501.00	7,930.15	100.0%
Charlotte Area Recycling (CARA)	28,500.00	28,500.00	20,236.98	28,500.00	8,263.02	100.0%
Delta Twp - Recycling Center	27,600.00	27,600.00	10,417.14	27,600.00	17,182.86	100.0%
City of Grand Ledge - Recycling	21,500.00	21,500.00	16,388.23	21,500.00	5,111.77	100.0%
Sunfield Recycling Center (Pilot Project)	22,000.00	22,000.00	7,368.48	22,000.00	14,631.52	100.0%
Total	117,101.00	117,101.00	63,981.68	117,101.00	53,119.32	100.0%



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Public Works and Planning Committee Report June 12, 2024

Department Update: The Parks Director position has been posted on our website and will be shared via social media as well. Until a new Director is hired, the Department will be structured and operated as follows:

<u>Functions</u>	<u>Brief Descriptions</u>	<u>County Support Contact</u>
Administrative	Budget, payroll, accounts payable, and administrative office functions. Melody Smalley – Administrative Assistant	Operations will continue as normal by Melody Smalley and staff. Any further direction will be provided by Claudine Williams (Director of Intergovernmental Affairs) and Melissa Ballard (Finance Director) in financial in nature.
Operations	Maintenance and groundskeeping. Ben Youngs – Operations Supervisor and Logan Miller – Building and Grounds Maintenance	Operations will continue as normal by Ben Youngs and staff. Any further direction will be provided by Chad Powers (County Facilities Director).
Programming	Programming and events. Ethan Jacobs - Naturalist	Operations will continue as normal by Ethan Jacobs and staff. Any further direction will be provided by Claudine Williams (Director of Intergovernmental Affairs).
Other	Any personnel situations, accidents, losses or damage to County property and/or any media requests or communications needs.	Any further direction will be provided by Ben Dawson (Deputy Administrator/Human Resources Director).

Mr. Dawson, Mr. Powers and Ms. Williams met with Parks Staff and all have an understanding of how the department will work during the interim until a new Parks Director is on board.

Unrelated to the departing Director, the part-time Recreation and Event Coordinator has also resigned, and staff is currently assessing this position before posting the vacancy.

Williams and Works conducted two strategic planning engagement events in May. A focus group meeting for Lincoln Brick and Fitzgerald Parks was held on May 30 and an open house was held for Fox and Crandell Parks on May 31. Williams and Works will be meeting with the Parks Workgroup and staff on June 12 for a worksession and engagement review.

Mr. Youngs and Mr. Jacobs are working to evaluate any safety concerns at both Lincoln Brick and Fitzgerald Parks so a plan may be put together to address any such issues. Solar lights and a camera have been installed on a storage barn at Crandell Park and a new gate is being installed at the staff entrance off from M50 in an effort to make this area more secure. Similar security improvements are being evaluated at other park locations.

Mr. Dawson and Ms. Williams met with Mr. Keeton on April 10 to discuss Commercial Driver's Licenses (CDL's). Information from MDOT in reference to gross vehicle weights and how they are calculated were discussed.

Mr. Dawson and Ms. Williams requested Facilities Manager Chad Powers and Deputy Eric Hafner; to provide their assessment of the CDL requirements based on the vehicle and equipment information received by Mr. Keeton. Both indicated the department was likely in compliance but Deputy Hafner would inspect the vehicles and equipment to ensure compliance. Deputy Hafner from the Eaton County Sheriff's Office met with Ben Youngs, Ethan Jacobs, and Chad Powers on June 4 to discuss Parks vehicles and equipment and if Commercial Driver's Licenses are needed. Deputy Hafner is very knowledgeable about CDL's as he has worked as an adjunct professor for the LCC Truck Driving School. Deputy Hafner conducted his evaluation and shared with the staff they were compliant. He noted there is only one combination of a vehicle and trailer that would require a CDL and gave them suggestions for other combinations that would work instead that would not require a CDL. Additional recommendations are being evaluated such as a smaller trailer.

Staff is working with the approved contractor for the Dyer Kiln restoration project to receive an updated contract for approval by the Ways and Means Committee so the project can begin at its originally intended start date of June 20.

In the absence of a Park Director, staff will be meeting weekly at Fitzgerald Park with points of contact to navigate the transition period. We are all committed to working together to ensure the parks staff have the necessary support to be successful and will continue to work together to evaluate the needs of the Parks as we move forward.

Eaton County Parks and Recreation
Financial Report
Fiscal Year 2023/24
Through the end of May, 2024

	Original Budget	Adjusted Budget	Actual Year to Date	Projected Year to Date	Remaining Balance	% Used
Revenues						
Administration						
Property Tax Revenues	2,209,922	2,209,922	2,204,463.50	2,209,922.00	-	100%
Grant Revenues	-	-	-	-	-	0%
Donations	1,200	1,200	502.80	1,206.72	(6.72)	101%
Transfers-In	-	-	-	-	-	0%
Fund Balance - Carry Over	(1,168,730)	(563,372)	-	-	(563,372.00)	0%
Total Administration Revenues	1,042,392	1,647,750	2,204,966.30	2,211,128.72	(563,378.72)	
Operational Revenues						
Site Fees	12,310	12,310	10,981.00	16,471.50	(4,161.50)	134%
Naturalist & Special Program Revenues	31,900	31,900	27,190.61	64,381.22	(32,481.22)	202%
Farm Rental Income	17,700	17,700	13,240.87	69,963.48	(52,263.48)	395%
Total Operational Revenues	61,910	61,910	51,412.48	150,816.20	(88,906.20)	
Total Revenues	1,104,302	1,709,660	2,256,378.78	2,361,944.92	(652,284.92)	138%
Expenditures						
Administration						
Personnel	628,368	628,368	362,370.38	975,564.94	(347,196.94)	155%
Supplies	36,057	36,057	18,163.41	26,245.12	9,811.89	73%
Other Services	51,604	51,604	30,650.58	25,975.87	25,628.13	50%
Debt Service (Vehicle Lease)	17,650	17,650	19,491.89	33,414.67	(15,764.67)	189%
Transfers Out - General Fund	-	-	-	-	-	0%
Total Administration Expenditures	733,679	733,679	430,676.26	1,061,200.59	(327,521.59)	145%
Operational Expenditures						
Park Specific Expenses (less personnel)	203,123	203,123	102,679.98	155,472.39	47,650.61	77%
Capital and One Time Purchases	167,500	167,500	98,114.30	165,057.00	2,443.00	99%
Grant Program Expenses	-	605,358	119,218.26	605,358.00	-	100%
Total Operational Expenditures	370,623	975,981	320,012.54	925,887.39	50,093.61	95%
Total Expenditures	1,104,302	1,709,660	750,688.80	1,987,087.99	(277,427.99)	116%
Excess Revenues over Expenses (Net Carryover)	-	-	1,505,689.98	374,856.93	(929,712.91)	
9/30/2023 Estimated Fund Balance	2,037,796	2,037,796	2,037,796	2,037,796		
Projected 9/30/2024 Fund Balance	3,206,526	2,601,168	3,543,486	2,412,653		

Eaton County Parks and Recreation
Program Update
Fiscal Year 2023/24
Through the end of May, 2024

	Original Budget	Adjusted Budget	Actual Year to Date	Projected Year to Date	Remaining Balance	% Used
Park Specific Expenses (less personnel)						
Fitzgerald Park	97,423	97,423	58,794.36	88,191.54	9,231.46	90.5%
Fox Park	47,000	47,000	20,440.09	30,660.14	16,339.86	65.2%
Bellevue Area Parks	2,000	2,000	371.42	636.72	1,363.28	31.8%
Lincoln Park	39,700	39,700	20,328.45	30,492.68	9,207.33	76.8%
Crandell Park	17,000	17,000	2,745.66	5,491.32	11,508.68	32.3%
Total Park Specific Expenses	203,123	203,123	102,679.98	155,472.39	47,650.61	76.5%
Capital and One Time Purchases						
Admin - Equipment Trailer	24,000	24,000	-	24,000.00	-	100.0%
Admin - Bobcat	84,000	84,000	81,982.30	84,000.00	-	100.0%
Admin - Zero Turn Mower	16,000	16,000	13,557.00	13,557.00	2,443.00	84.7%
Lincoln Park - HVAC Replacement/Repairs	25,000	25,000	-	25,000.00	-	100.0%
Lincoln Park - Bathroom Auto Locks	5,000	5,000	-	5,000.00	-	100.0%
Crandell Park - Kayak Dock Extension	8,500	8,500	-	8,500.00	-	100.0%
Crandell Park - Bathroom Auto Locks	5,000	5,000	2,575.00	5,000.00	-	100.0%
Total Capital and One Time Purchases	573,746	573,746	303,474.27	476,001.79	97,744.21	83.0%
Grant Programs						
Eaton Rapids - Mill Pointe Park Pavillion	-	39,200	3,559.00	39,200.00	-	100.0%
City of Charlotte - Library Picnic Area	-	5,000	5,000.00	5,000.00	-	100.0%
Delta Township - Webster Bridge Design	-	150,750	18,752.13	150,750.00	-	100.0%
Grand Ledge - Grand Ledge Ball Park Phase I	-	212,694	-	212,694.00	-	100.0%
Hamlin Township - Hamlin Park Picnic & Play	-	87,157	87,157.13	87,157.00	-	100.0%
Olivet - Walking Bridge Fencing	-	5,000	4,750.00	5,000.00	-	100.0%
Vermontville - Creating Safe Fall Space	-	35,000	-	35,000.00	-	100.0%
Pottersville - Sunset Hills Park	-	65,557	-	65,557.00	-	100.0%
Signage	-	5,000	-	5,000.00	-	100.0%
Total Grant Programs	-	605,358	119,218.26	605,358.00	-	100.0%

EATON COUNTY BOARD OF COMMISSIONERS

JUNE 20, 2024

**RESOLUTION TO APPROVE COUNTY VETERANS SERVICES GRANT
APPLICATION**

Introduced by the Public Works & Planning Committee

WHEREAS, the Michigan Veterans Affairs Agency has grant funds available to counties to enhance and improve county veterans service operations; and

WHEREAS, the Community Development/Veterans' Services Department has developed a plan to utilize the funds to enhance veteran services within Eaton County; and

WHEREAS, the County is eligible for up to \$115,428 in base and per capita funding; and

WHEREAS, the Public Works & Planning Committee has reviewed the proposed plan prepared by the Community Development/Veterans' Services Department to utilize these grant funds and is recommending the approval of a grant application based on said plan; and

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners authorize the submission of a grant application in an amount not to exceed \$115,428 for 2025; and

BE IT FURTHER RESOLVED, that the Controller be authorized to approve any necessary budget amendments to increase expenditures and increase grant revenue if the grant is approved by the State of Michigan; and

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners be authorized to sign any necessary documents.