

Armada Township

PLANNING COMMISSION

23121 E. Main Street, P.O. Box 578
Armada, Michigan 48005
Telephone: (586) 784-5200 Facsimile: (586) 784-5211
planning@armadatwp.org

AGENDA

Wednesday, May 3, 2023

7:00 p.m.

Please take notice that a regular meeting of the Armada Township Planning Commission will be held on Wednesday, May 3, 2023, at 7:00 p.m. in person and by electronic remote access. The public may participate in the meeting through GoToMeeting access by way of computer, tablet or smartphone using the following link:
<https://meet.goto.com/641917477>

Members of the public may also participate in the Board meeting by calling in to the following number:
Access Code: 641-917-477
United States: [+1 \(646\) 749-3122](tel:+16467493122)

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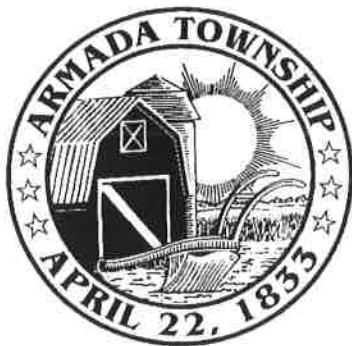
In the event a member of the public wishes to submit questions or provide input to Commission members prior to the meeting, they can email their input to planning@armadatwp.org. All input received from members of the public prior to the meeting will be read into the record during the meeting.

The agenda for this regular meeting of Wednesday, May 3, 2023, is as follows:

Regular Meeting

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approve/Amend Agenda
5. Approval of minutes:
 - a. **Regular Meeting Minutes April 5, 2023**
6. Public Comments – Agenda Items
7. Public Hearing:
 - a. **None**
8. Reports and Correspondence:
 - a. **Project Status Report**
 - b. **Citizen Planner Program – Planning Commissioner Training**
 - c. **ROWE Professional Spring CES Presentation**
9. Unfinished Business:
 - a. **Master Plan Survey Questions**
10. New Business
 - a. **None**
11. PC Projects:
 - a. **Master Plan Discussion**
12. Public Comments – Non-Agenda Items
13. Adjournment.

Next Scheduled Regular Meeting: Wednesday June 7, 2023



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MINTUES
Wednesday, April 5, 2023
7:00 p.m.

Please note that due to technical issues, the GoToMeeting link was unavailable.

Regular Meeting

1. Call to Order
 - a. Chair Kehrig called the meeting to order at 7:05 p.m.
2. Pledge of Allegiance
 - a. Kehrig led the Pledge of Allegiance
3. Roll Call
 - a. **Present** at Roll Call: Chair Kehrig, Vice Chair Jabara, Commissioners Abercrombie, Finn, and Board Liaison Murray.
 - b. **Absent:** Commissioners Arnold and Kutchey
 - c. **Also present:** Planner Laura Haw, Recording Secretary Cris Martin, Supervisor Paterek, Clerk Swiacki and Trustee Job
- Approve/Amend Agenda
 - a. **Motion** by Abercrombie, 2nd by Murray to approve the agenda as presented. All Ayes, **Motion Passed**
5. Approval of minutes:
 - a. **Motion** by Murray, 2nd by Jabara to approve the minutes of the March 1, 2023 meeting as presented. All Ayes, **Motion Passed**
6. Public Comments – Agenda Items - None
7. Public Hearing: None
 - a. Kehrig read the Project Status Report
 - b. Kehrig presented the Spalding DeDecker Water Main Proposal
 - c. Kehrig presented the Planning Rules of Procedure packet.
Motion by Abercrombie, 2nd by Murray to receive and file reports and correspondence. All Ayes, **Motion Passed**
8. Unfinished Business:
 - a. **Zoning Districts Table of Permitted Uses – Revised draft** – Planner Haw made the updates discussed at the last meeting. Request to carry the color-coding of the different districts to the headings of the table. **Motion** by Finn, 2nd by Kehrig to recommend approval of the table to the township board with the color-coding updates to the headings. All Ayes, **Motion Passed**
9. New Business
 - a. **MASTER PLAN JOINT WORKSHOP with Armada Township Board of Trustees**
Planner Haw distributed the current version of the Future Land Use Map, a Planned Regional Growth Snapshot Map including surrounding communities, and select pages of the current Master Plan, including the Policies section pgs.18-22 and the Implementation and Complete

Streets Strategy sections pgs. 44-47. Discussion on the Regional map points out that most changes proposed by surrounding communities impact the southwest corner of the township where Bruce, Romeo and Washington townships are targeting Industrial development. The remaining surrounding communities continue to plan largely agricultural/low density along our borders. The township attorney should be consulted regarding updating the annexation language in the Village Expansion paragraph in the current master plan. Annexation into either the Village of Armada or the Village of Romeo has no current impact on the tax revenues of Armada Township. Properties annexed into a village remain Armada Township properties for tax purposes. The danger is if a village becomes a city, Armada will then lose the property. Discussion regarding the preliminary sewer district and that the Village of Armada has some capacity that could be extended into the township. Master Plan Future Land Use Map shows preliminary Sewer District extending well past capacity of the current Water Main. Planner went through the objectives with the group to determine if they are still valid and if so, what priority to assign. The site plan development process should be updated to encourage preservation of woodlands and wetlands. Ensure grading is addressed adequately in the zoning ordinance / building process. High priority on pursuing grants to fund recreation updates. Discussed establishing buffer zones next to creeks and wetlands in the commercial and industrial site plan development process to protect waterways. Proposed to add requirements for a Rural Character Overlay District along Romeo Plank, 32 Mile and North Avenue as outlined on pages 31-35 of current master plan. Need to streamline ordinances to allow for more diverse housing styles for low income and senior housing to add flexibility. Village coming to May meeting. Want to invite Romeo Schools, Armada Schools, Fire Department, PDR, and Parks Director to future meetings. Need to add standards in Zoning Ordinance for private roads. Add State Trail Map from Recreation plan into Master Plan.

10. PC Projects:

- a. **Master Plan Discussion – Survey questions** - Add an end date to encourage quick response. Move demographic and open-ended questions to end. Modify the question regarding types of business into a ranked list. Mention Ridge Road Park site in parks question.

11. Public Comments – Non-Agenda Items- None

12. Adjournment. - **Motion** by Abercrombie, 2nd by Murray to adjourn at 9:38 p.m. All Ayes, **Motion Passed**

Next Scheduled Regular Meeting: Wednesday May 3, 2023

Respectfully submitted:

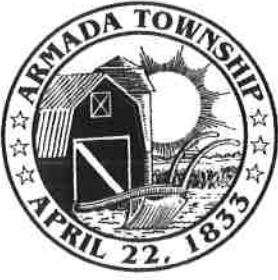
Cris Martin

Recording Secretary

Approved:

DJ Kehrig, Chairperson

Date



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Project Status Report for April 2023

COMMUNITY PROJECTS

Blake's Traffic Study / Landscaping - 17985 Armada Center Rd

No update.

Traffic study was reviewed at April 2022 Meeting. Chair Kehrig reported on a Macomb County meeting regarding road funding options at the June 2022 meeting.

Armada Center Car Wash – 22920 Armada Center Rd

Building permit has been issued. Township attorney is working with applicant attorney on Rezoning paperwork.

Engineering plans approved by Spalding DeDecker. The applicant is working on a building permit application. Requested purchase paperwork to start Rezoning process.

Engineering escrow was deposited 2/8/23 and developer is working with our engineer. First engineering review provided by Spalding DeDecker on 2/14/23.

Required updates were submitted to planning with estimated total improvement cost. Sent to Engineer on 1/23/23. Planning commission approved site plan contingent on minor updates at the January 2023 meeting. Special Land Use was granted contingent on site plan approval at the September 2022 meeting. Conditional rezoning was approved at the July 2022 meeting.

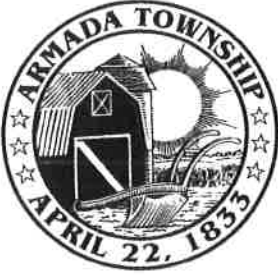
Larry's Parking Lot – (72727) North Ave

Applicant is still working with Macomb County to get Soil/Erosion permit then will complete purchase and we can finalize rezoning. Planner reviewed the updated site plan and approved with an additional minor update on 2/27/23. Planning commission approved site plan contingent on minor updates at the December 2022 meeting. Planner's finding and recommendations on the site plan were reviewed at the November 2022 meeting, and the commission discussed. Rezoning was approved at the September 2022 meeting. Site plan was submitted for review on September 22, 2022.

Henshaw Inc – 70710 Powell Rd

Engineering review is in progress. Building permit has been issued.

Updated site plan sent to engineering for review with development cost of construction for Escrow amount on 3/23/23. Planning commission approved site plan contingent on minor updates at the January 2023 meeting. Henshaw submitted a request for a setback variance hearing with the ZBA, which was held on November 18, 2022, and the variance was granted. Pre-planning meeting was held with the planner on Monday, September 19, 2022.



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Trillium Farm Wedding Barn – 16191 32 Mile Rd

Architect met with Building Inspector and Fire Marshal on April 12 and is now working on updates to the site plan before presentation to the Planning Commission.

Architect representing Trillium Farm reached out on 3/29/23 requesting to speak with the building inspector to confirm understanding of building codes prior to completion of a site plan for review.

Owner had a discussion with the Fire Marshal. As of November 17, 2022, she is working through the steps he recommended before submitting her site plan.

Pre-planning meeting was held in November 2021. Owner reached out to planning in October 2022 to restart project. Owner attended November 2022 meeting and was provided with guidance on next steps.

BooBoo's Boneyard, LLC Dog Daycare and Boarding – 21500 Bordman Rd

No Update Waiting for updated site plan and ZBA application. Applicant has hired an engineer to complete the final site plan. Planning commission approved site plan contingent on minor updates and ZBA approval at the January 2023 meeting. Application for Special Land Use and Site Plan Approval was submitted on November 3, for review at the December 2022 meeting. Due to township error, public hearing was published, but notification was not, so it was opened for Dec and left open for continuation on January 4.

Hidden River Estates – North-east Corner 33 Mile & Powell Rd

Master Deed reviewed by Township Attorney and is ready for approval. Second planner review completed 4/17, applicant sent response to the action items identified on 4/25. Updated site plan and Draft Master Deed submitted 3/19 and 3/23 and sent to professionals for review. Site plan was reviewed at February meeting, table for additional information on a revised site plan. Site plan submitted for Planner and Engineering review on 1/12/23. Included in packets for February 2023 meeting.

Laethem Development – Laethem St at Powell Rd

No Update. Site plan reviewed at the 3/1/23 meeting, tabled for updates: applicant provided guidance on County/state permitting as requested at the meeting. Site plan submitted for Planner and Engineering review on February 9, 2023. Included in packets for March 2023.

Miller Farm – 71800 Romeo Plank Rd

Closed: Owner has withdrawn application for building permit.

Applicant is reviewing options regarding barn addition. Miller Farm submitted and received approval on a new site plan for a Farm Market at the September 2022 meeting. On 12/15/22 Mr. Miller submitted application for a building permit to add onto his barn. This addition was not on the approved site plan so he will need to come back before the commission. He was advised to



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update his site plan with any further updates he anticipates over the next year with a revised letter of intent before requesting an additional review.

COMMISSION PROJECTS

Zoning Ordinance Amendments

Small Scale Entertainment – Township board approved at February 8, 2023 meeting.

Zoning District Table of Permitted Uses – Updated table presented at April 2023 meeting.

Will be on May 10 Township Board meeting agenda.

Second Home on a Property/Seasonal Workers Clause – No Update. Attorney and planner to discuss.

Master Plan

A joint workshop was held with the Township board to discuss the policies and reviewed the draft survey.

Discussion on the Policies section, creating an internally tracked survey. Chapter #2 provided by the planner; community snapshot and demographic profile including Population change and forecasts to 2045. Proposed schedule and community demographics pages were presented at January 2023 meeting. The Zoning map was updated for the annexation and other recent changes, but still needs update. Master plan is being reviewed by township planner.

Planning - Armada Twp

From: dj kehrig <kehrigmfg@hotmail.com>
Sent: Thursday, April 20, 2023 1:46 PM
o: Planning - Armada Twp
Subject: Fw: Spring CES Presentation

This can be sent to PC

DJ

From: ROWE Professional Services Company <jball@rowepsc.com>
Sent: Thursday, April 20, 2023 12:01 PM
To: kehrigmfg@hotmail.com <kehrigmfg@hotmail.com>
Subject: Spring CES Presentation

Planning Department News

On **May, 17, 2023, from 7:00 p.m. to 8:30 p.m.**, ROWE will be hosting our Spring Community Education Series (CES). The CES Presentation will include these three topics:

Topic 1: Parks and Recreation Plans, Funding, and Best Practices

With spring finally arriving in Michigan, ROWE's Parks and Recreation planning and funding experts will discuss the process for completing a parks and recreation plan based on requirements from the Michigan Department of Natural Resources. Staff will also discuss best practices for parks planning and strategies for pursuing funds to develop new projects and parks amenities in Michigan communities.

Topic 2: Planning for Electric Vehicles

Electric vehicles are getting a lot of press and becoming much more common on Michigan roads. This session will provide an overview of planning and zoning considerations for electric vehicles and provide some tangible next steps for communities seeking to accommodate or encourage electric vehicle infrastructure.

Topic 3: Ask the Expert

Time permitting, ROWE staff will answer your questions about parks and recreation, master plans, zoning ordinances, and any other community development topics. And if we don't know, we'll follow-up to get you answers!

Below is a digital version of the postcard. Please RSVP early, seating is limited to 50 participants.

Below is a link to the digital version

- [Spring CES Postcard](#)

Please RSVP by clicking "Take My Survey" button below or contacting Rachel Bedard at (810-341-7500), or rbedard@rowepsc.com, by noon on May 8th.

RSVP

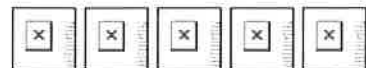
Take My Survey

Location | 540 S. Saginaw Street, Suite 200 Flint, MI 48502

Time | 7:00 p.m. - 8:30 p.m.



ROWE Website



Rowe PSC | 540 Saginaw St #200, Flint, MI 48502

[Unsubscribe kehrigmfg@hotmail.com](mailto:kehrigmfg@hotmail.com)

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Planning - Armada Twp

From: Citizen Planner Program <cplanner@msu.ccsend.com> on behalf of Citizen Planner Program <cplanner@msu.edu>
ent: Wednesday, April 26, 2023 9:01 AM
To: Planning - Armada Twp
Subject: Citizen Planner April Newsletter



Upcoming Programs and Events

Spring 2023 Citizen Planner via Zoom



[Learn More and Register](#)



Do you have fellow planning commissioners that have yet to take Citizen Planner? Citizen Planner Online is a completely online, self-paced version of the program designed for individuals who can't fit a six-week course into their schedule or who prefer this style of learning. It takes approximately 15 hours or so to complete, and can be accessed 24/7 so that individuals can do as much or as little at one time as fits their schedule.

[LEARN MORE](#)

Master Citizen Planner Corner

MCP 2023 Webinar Series



[Learn More and Register](#)

Zoning Board of Appeals (ZBA) Online



The ZBA Online Certificate Course is a self-paced online training designed for members of the local government Zoning Board of Appeals (ZBA), local government staff who work alongside the ZBA, and local government managers and attorneys.

The ZBA Online Certificate Course teaches the latest concepts on ZBA roles and responsibilities, effective decision-making, and protecting due process. The curriculum is based on the award-winning [Citizen Planner Program](#) and features ZBA-specific content, engaging activities, case studies, and the latest Michigan case law. Course completion includes an MSU Extension certificate.

[Learn More and Register](#)

Great Lakes Coastal Planning & Zoning Email Course



The Michigan Sea Grant Great Lakes Coastal Planning & Zoning Email Course is a learning opportunity for coastal land use decision makers and interested residents. Through a series of five lessons, delivered to your email inbox, you will learn about Michigan's Great Lakes shorelines and how communities can plan and zone for those shorelines. This course is meant as an introduction to coastal planning and zoning topics of interest. Each lesson provides some general information with plenty of links to more content to explore.

[Learn More and Register](#)

MCPs in Action

Our Spotlight on a MCP who is moving the needle in their community!

If you are a MCP and have some exciting news to share in a future newsletter, please email Kara Kelly at cplanner@msu.edu.

Resources for Sustainable Communities



[Click here to learn more](#) about mass timber construction's role in Michigan's economy and

sustainability.

Hear about the latest awards for the MSU STEM Teaching and Learning Facility - the first mass timber structure in Michigan.

Citizen Planner Monthly Read



Administrative Decisions Require Careful Application to Ordinance Standards: Part 1

The Michigan Zoning Enabling Act (MZEA) requires that a zoning ordinance include standards to direct administrative decision makers in ruling on zoning applications that require discretion and judgment. This includes decisions on site plans, special land uses, planned unit developments, and variances. Strictly following the standards is a principal means for defending zoning decisions against charges of being unreasonable, arbitrary or capricious.

CLICK HERE to continue reading

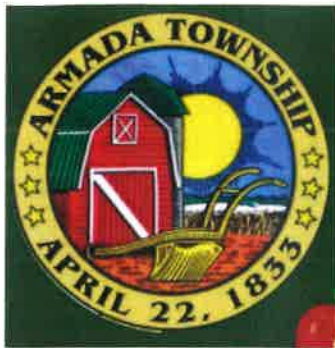
For all general Citizen Planner questions:

Email: cplanner@msu.edu Phone: (517) 353-6472

Mailing Address: 446 W. Circle Dr, Ag Hall Room 11, East Lansing, MI 48824

Find us on Facebook





Armada Township Master Plan Survey

The Armada Township Planning Commission is updating its community-wide Master Plan. The Master Plan is a policy document prepared according to the Michigan Planning Enabling Act and serves as a basis for future township decisions on land use, new construction proposals, public service improvements, and parks and recreation. The updated Master Plan will present a strategy for addressing future growth, development, and public services. The following survey will provide township officials with input from residents and business owners. The information that you and others provide will enable us to prepare a Master Plan that addresses the concerns and aspirations of the Armada Township community. Thank you very much for your participation.

Please return completed surveys to the Armada Township Hall no later than May 31, 2023. Surveys can be dropped off to the Planning department in the Township Hall during business hours, placed in the box on the front corner of the building or mailed to 23121 E. Main Street, PO Box 578, Armada MI 48005.

More and more national research is finding that traditional single-family residential development generates less in taxes than it costs in community services. On the other hand, this same research is finding that commercial and industrial development are more likely to generate more in revenue than their costs for community services. The following questions gauge how these findings affect your attitudes on future development.

- 1) Excluding the village, which of the following best describes how you feel about the amount of retail commercial development in Armada Township today?
☐ Not Enough
☐ About Right
☐ Too Much
☐ Unsure
- 2) Do you support attracting new commercial development outside the village to generate revenues to improve township services?
☐ Yes
☐ No
☐ Unsure
- 3) Would you rather go to nearby communities like Romeo, Richmond, Macomb, and Washington for your retail commercial uses and services needs rather than see the expansion of retail commercial uses and services in Armada Township?
☐ Yes
☐ No
☐ Unsure

4) Do you think there should be more employment opportunities in the township?

- ☐ Yes
- ☐ No
- ☐ Unsure

5) What new commercial developments would you like to see in Armada Township?

(Please select 5 options.)

- ☐ Retail Stores/Boutiques
- ☐ Restaurants (sit down, fast casual, brewery/winery)
- ☐ Hotel / Bed & Breakfast
- ☐ Professional Offices / Healthcare
- ☐ Laundry Service / Dry cleaning
- ☐ Recreation/Fitness facilities
- ☐ Fast food (drive-thru)
- ☐ Bowling / Arcade
- ☐ Putt-Putt Golf / Outdoor activity center
- ☐ Movie Theatre
- ☐ Other _____

6) Which of the following locations do you feel are appropriate to accommodate higher intensity commercial development? (Select all that apply.)

- ☐ North Ave, south of the Village
- ☐ North Ave, north of the Village
- ☐ 32 Mile Rd, east of Romeo Plank
- ☐ Romeo Plank, north of 32 Mile
- ☐ Other _____

7) Do you support attracting new industrial development outside the village to generate revenues to improve township services?

- ☐ Yes
- ☐ No
- ☐ Unsure

8) If yes, would you support a tax abatement/incentive to attract a new industrial business to the Township?

- ☐ Yes
- ☐ No
- ☐ Unsure

9) Which of the following locations do you feel are appropriate to accommodate higher intensity industrial development? (Select all that apply.)

- ☐ North Ave, south of the Village
- ☐ North Ave, north of the Village
- ☐ 32 Mile Rd, east of Romeo Plank
- ☐ Romeo Plank, north of 32 Mile
- ☐ Other _____

10) Do you feel it is important that the elderly and others in Armada Township have additional housing options such as multi-family residential, apartments or senior assisted living facilities?

- ☐ Yes
☐ No
☐ Unsure

11) Which of the following locations do you feel are appropriate to accommodate higher density residential uses? (Select all that apply.)

- ☐ North Ave, south of the Village
☐ North Ave, north of the Village
☐ 32 Mile Rd, east of Romeo Plank
☐ Romeo Plank, north of 32 Mile
☐ 33 Mile Rd, between Powell and Romeo Plank
☐ Other _____

12) Armada Township operates a single park site, located along North Avenue north of Armada Center Road, and consisting of baseball fields, playground equipment, picnic shelter, restrooms, and parking lot. Do you feel Armada Township should focus on maintaining and enhancing the current park, or explore the development of the park site Armada Township owns on Armada Ridge west of the Village to meet the needs of residents?

- ☐ Priority on existing park site
☐ Priority on new park site
☐ Existing and new park sites should receive the same priority level.

Armada Ridge Road Park Site



13) What amenities would you like to see at the Armada Ridge Park site. Please select up to five options.

- ☐ Picnic pavilion
- ☐ Playscape
- ☐ ADA accessible playground
- ☐ Music Park
- ☐ Soccer fields
- ☐ Lacrosse, Disc Golf fields
- ☐ Tennis courts
- ☐ Pickleball, Badminton court
- ☐ Volleyball court
- ☐ Dog Park
- ☐ Other _____

14) What are your favorite things about living in the Armada Community?

15) Is there anything else you would like us to consider as the Township prepares this master plan update?

Please tell us a few things about yourself, to help us better analyze survey results and determine the needs of Armada residents:

16) How long have you lived in Armada Township?

- ☐ Less than 1 year
- ☐ 1 to 10 years
- ☐ 11 to 20 years
- ☐ Over 20 years
- ☐ I don't live in Armada Township.

17) What were your primary reason(s) for moving to the Armada Community?

- ☐ Job opportunity
- ☐ Quality of Schools
- ☐ Regional location
- ☐ Housing quality
- ☐ Personal connection to community
- ☐ Other _____

18) Do you live in the Village or Township?

- ☐ Village
- ☐ Township
- ☐ I don't live in the Armada Community.

19) What age group do you fall into?

- ☐ Under 25
- ☐ 25 to 34
- ☐ 35 to 54
- ☐ 55 to 64
- ☐ 65 or older

20) How many people live in your household?

- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4-6
- ☐ More than 6

21) What is your current employment status? Check only one category.

- ☐ Employed Full-time
- ☐ Employed Part-time
- ☐ Self-employed
- ☐ Unemployed
- ☐ Retired / Disabled
- ☐ Full-Time Student
- ☐ Stay at home caregiver
- ☐ Other _____

22) Do you work outside of your home? ☐ Yes ☐ No

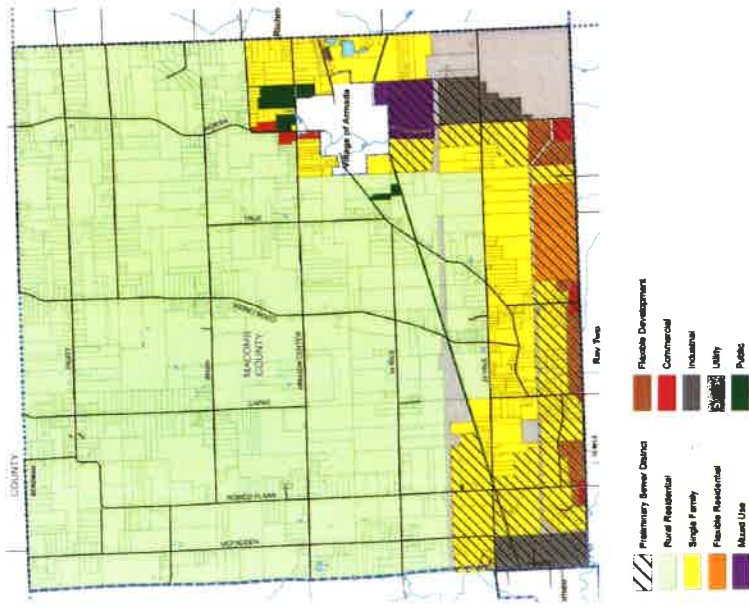
If yes, how far do you commute? _____

Thank you for your time! Surveys can be dropped off to the Planning department in the Township Hall during business hours, placed in the box on the front corner of the building or mailed to 23121 E. Main Street, PO Box 578, Armada MI 48005.

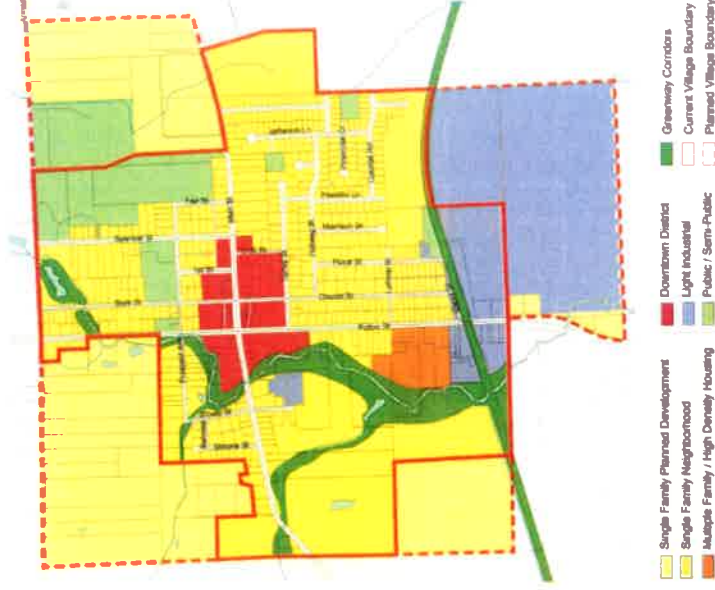
The Armada Community: Master Plan Updates

Current Future Land Use Maps:

Armada Township: Future Land Use Map



Village of Armada: Future Land Use Map



Questions / Topics to Discuss:

- Expansion of Land for Non-Single-Family Residential Uses.** Does the Village plan to expand areas planned for commercial or industrial uses, either north or south along Fulton / North Avenue, or east or west along Main Street? Are there additional areas where multiple-family housing would be considered in the Village, to allow for a greater variety of housing types and attract residents?
- Joint Park and Recreation Master Plan.** The Township's 2019-2023 Park and Recreation Master Plan expires this year and will need to be renewed. Would the Village be interested in developing a joint recreation master plan? (deadline of February 1, 2024 to the State)
- Recreation Trails.** Is there interest in partnering on the expansion of the Armada Ridge Road Property, creating a spur from the Macomb Orchard Trail and linking downtown Armada directly to the trail?
- State Fair Grounds.** The number and intensity of events at the State Fair Grounds have continuously increased over the years. Are there improvements that the Village and Township are desiring that could be coordinated on, moving forward?
- Grant Opportunities.** Is there interest in partnering on grant applications? Ex: Safe Streets and Roads for All (Federal grant) or SEMCOG's Planning Assistance grant related to transportation and safety; or recreation grants from the Michigan Dept. of Natural Resources (MDNR)?
- Village Boundaries.** Does the Village intend to expand its municipal boundaries (as illustrated in the 2013 Future Land Use Map)?
- Shared Services / Infrastructure / Resources.** What other resources, infrastructure, or services could the Village and Township share to maximize efficiency and costs?