

Oak Park

City Council Agenda

February 16, 2015





AGENDA
REGULAR CITY COUNCIL MEETING
35th CITY COUNCIL
OAK PARK, MICHIGAN
February 16, 2015
7:00 PM

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. APPROVAL OF AGENDA

5. CONSENT AGENDA

The following routine items are presented for City Council approval without discussion, as a single agenda item. Should any Council Member wish to discuss or disapprove any item it must be dropped from the blanket motion of approval and considered as a separate item.

- A. Regular Council Meeting Minutes of February 3, 2015
- B. Request that City Council accept the recommendation of the Chairperson of the Zoning Board of Appeals and cancel the February 24, 2015 meeting.
- C. Planning Commission Meeting Minutes of December 8, 2104
- D. Board of Review Meeting Minutes of the February 4, 2015 Organizational Meeting
- E. Request approval of a Resolution of Support in the 2015 Tri-Party Program and authorize the submission of funding for repairs to Greenfield Road
- F. Request approval of Payment Application No. 1 to CSM Mechanical for the 2014 Water Reservoir Pumping Station Improvements, M-614, in the total amount of \$57,208.50
- G. Request approval for payment of an invoice as submitted by Orchard, Hiltz & McCliment in the total amount of \$6,260.00
- H. Business License New and Renewals as submitted for February 16, 2015

6. RECOGNITION OF VISITING ELECTED OFFICIALS:

7. SPECIAL RECOGNITION/PRESENTATIONS:

- A. Eight Mile Boulevard Association Presentation
- B. City Manager Employee Recognition – Stephanie Sumner

8. PUBLIC HEARINGS:

- A. Public Hearing and consideration of an Application for Creation of an Industrial Development District 15-01, as requested by MP Acquisition LLC for the property located at 21750 Coolidge, Oak Park, MI
- B. Public Hearing and consideration of an Application for an Industrial Facilities Tax Exemption Certificate, for a period of 7 years for personal property only, as requested by MP Acquisition LLC for the property located at 21750 Coolidge, Oak Park, MI

9. COMMUNICATIONS: None

10. SPECIAL LICENSES: None

11. ACCOUNTING REPORTS:

- A. Approval for payment of an invoice submitted by Secrest, Wardle, Lynch, Hampton, Truex & Morley, for legal services in the total amount of \$6,373.15
- B. Approval for payment of an invoice submitted by Garan, Lucow, Miller, P.C. for legal services in the total amount of \$10,648.25

12. **BIDS:** None

13. **ORDINANCES:** None

14. **CITY ATTORNEY:**

15. **CITY MANAGER:**

Department of Public Works

A. Request that City Council authorize the Department of Public Works to participate in the Oakland County bid for the purchase of a 2015 GMC Sierra HD 4WD truck in the total equipped amount of \$42,830.00

Information Technology / Communications & Public Information

B. Request approval of a Web Services Sales Agreement with Revize LLC, for a five year period in the total amount of \$13,934.00

Finance Department

C. Request approval of a Budget Adjustment to allow the Information Technology Department to pay for the Website Services Agreement with Revize, LLC

16. **CALL TO THE AUDIENCE**

Each speaker's remarks are a matter of public record; and the speaker, alone, is responsible for his or her comments; the City of Oak Park does not, by permitting such remarks, support, endorse or accept the content, thereof, as being true or accurate. "Any person while being heard at a City Council Meeting may be called to order by the Chair, or any Council Member, failure to be germane to the business of the City, for vulgarity, or personal attacks on persons or institutions." There is a three minute time limit per speaker.

17. **CALL TO THE COUNCIL**

18. **ADJOURNMENT**

The City of Oak Park will comply with the spirit and intent of the American with Disabilities Act. We will provide support and make reasonable accommodations to assist people with disabilities to access and participate in our programs, facilities and services. Accommodations to participate at a Council Meeting will be made with 7-day prior notice.



**CITY OF OAK PARK, MICHIGAN
REGULAR COUNCIL MEETING OF T
35th OAK PARK CITY COUNCIL
February 3, 2015
7:00 PM**

MINUTES

The meeting was called to order at 7:00 PM by Mayor McClellan in the Council Chambers of City Hall located at 14000 Oak Park Boulevard, Oak Park, MI 48237.

PRESENT: Mayor McClellan, Council Member Burns, Mayor Pro Tem Levine,
Council Member Seligson

ABSENT: Council Member Speech

OTHERS

PRESENT: Assistant City Manager Yee, City Clerk Norris, City Attorney Gillooly

APPROVAL OF AGENDA:

**CM-02-036-15 (AGENDA ITEM #4) ADOPTION OF THE AGENDA WITH THE
OMISSION OF THE CLOSED SESSION – APPROVED**

Motion by Burns, seconded by Levine, CARRIED UNANIMOUSLY, to approve the agenda with the omission of the Closed Session.

Voice Vote: Yes: McClellan, Burns, Levine, Seligson
 No: None
 Absent: Speech

MOTION DECLARED ADOPTED

CONSENT AGENDA:

CM-02-037-15 (AGENDA ITEM #5A-H) CONSENT AGENDA - APPROVED

Motion by Levine, seconded by Burns, CARRIED UNANIMOUSLY, to approve the Consent Agenda consisting of the following items:

- A. Special Council Meeting Minutes of January 20, 2015 **CM-02-038-15**
- B. Regular Council Meeting Minutes of January 20, 2015 **CM-02-039-15**
- C. Business License(s) New and Renewal(s) as submitted for February 3, 2015 **CM-02-040-15**

(Subject to all Departmental Approvals)	ADDRESS	FEE
MERCHANT (NEW) February 3, 2015		
CURV BELLA BOUTIQUE	22125 COOLIDGE	150.00
ADDIXION, LLC	14701 W ELEVEN MILE RD	150.00
MELROSE COUTURE	22121 COOLIDGE	150.00

MERCHANT (RENEWALS)		
UNIVERSAL PIPING INDUSTRIES LLC	12930 CAPITAL	150.00
UPI REAL ESTATE LLC	12900 CAPITAL	150.00
RITZ RELTY	10140 NINE MILE	150.00
MCDONALD'S/DATTA CORP.	26550 GREENFIELD	150.00
COMMERCIAL CONTROLS INC	15391 ELEVEN MILE	150.00
FAMILY DOLLAR STORES #10397	13471 W TEN MILE	150.00
FAMILY DOLLAR STORES #4941	22100 COOLIDGE	150.00
KABOB CONEY ISLAND	21700 GREENFIELD #120	150.00
LASHELLES SCHOOL OF DANCE LLC	24705 COOLIDGE	150.00
TINA NAILS & SPA INC	24720 GREENFIELD RD	150.00
WALGREENS	13500 NINE MILE	150.00

- D. Request authorization to advertise for bids for the Program Year 2013 Yard Services Contract, M-628 **CM-02-041-15**
- E. Request authorization to advertise for bids for the 2015 Code Ordered Tree Removal Contract, M-620 **CM-02-042-15**
- F. Request that City Council approve the request of the Beautification Advisory Commission to change the meeting time of their February 17, 2015 meeting from 7:00 PM to 6:00 PM. **CM-02-043-15**
- G. Request approval for Payment Applications No. 1 and 2 for the 2014 Sewer and Catch Basin Cleaning and Televising Project M-605 in the total amount of \$100,972.25 **CM-02-044-15**
- H. Recreation Advisory Board Meeting Minutes for January 15, March 19, April 16, May 21, August 20, and September 17, of 2014 **CM-02-045-15**

Voice Vote: Yes: McClellan, Burns, Levine, Seligson
 No: None
 Absent: Speech

MOTION DECLARED ADOPTED

RECOGNITION OF VISITING ELECTED OFFICIALS: None

SPECIAL RECOGNITION/PRESENTATIONS:

(AGENDA ITEM #7A) Traffic Improvement Association Presentation.

Pat Cawley from the Traffic Improvement Association of America (TIA) presented information about their organization that provides traffic control services for the City of Oak Park. Traffic studies performed by TIA have led to recommendations for the implementation of traffic control devices in the city.

PUBLIC HEARINGS: None

COMMUNICATIONS: None

SPECIAL LICENSES: None

ACCOUNTING REPORTS:

CM-02-046-15 (AGENDA ITEM #11A) APPROVAL FOR PAYMENT OF AN INVOICE AS SUBMITTED BY SECREST, WARDLE, LYNCH, HAMPTON, TRUOX & MORLEY, FOR LEGAL SERVICES IN THE TOTAL AMOUNT OF \$2,230.40 - APPROVED

Motion by Seligson, seconded by Levine, CARRIED UNANIMOUSLY, to approve payment of invoice #1260548 as submitted by Secrest, Wardle, Lynch, Hampton, Truox & Morley, for legal services in the total amount of \$2,230.40.

Roll Call Vote:	Yes:	McClellan, Burns, Levine, Seligson
	No:	None
	Absent:	Speech

MOTION DECLARED ADOPTED

Mayor ProTem Levine commented that he would like to see more detail in this bill.

BIDS: None

ORDINANCES: None

CITY ATTORNEY REPORT:

City Attorney Gillooley reported on pending litigation regarding the City. He indicated that a four year civil rights case involving the Public Safety Department has been settled in favor of the City and arguments were also heard this week on the Michigan Tax Tribunal case Harmony Montessori v City of Oak Park. He anticipates a favorable ruling in 4 to 6 weeks.

CITY MANAGER

Technical & Planning

CM-02-047-15 (AGENDA ITEM #15A) REQUEST TO CHANGE THE BUDGETED PART-TIME CODE ASSISTANCE OFFICER TO BE A FULL-TIME POSITION AND TO TAKE THE STEPS NECESSARY TO FILL THE POSITION - APPROVED

Motion by Burns, Seconded by Levine, CARRIED UNANIMOUSLY, to change the budgeted part-time Code Assistance Officer to be a full-time position and to take the steps necessary to fill the position.

Roll Call Vote:	Yes:	McClellan, Burns, Levine, Seligson
	No:	None
	Absent:	Speech

MOTION DECLARED ADOPTED

& Planning Director Barrett reported that the current budget authorized the addition of a part assistance Officer and to date this position has not been filled. He indicated the Technical

and Planning Department is requesting to change the proposed part time Code Assistance Officer position to full time to help meet the increased rental inspection demand of 12 initial inspections per day. The requested full time position was anticipated with the 2013 rental inspection fee increase and these fees will cover the expenses for this position. The current budgeted amount for a part time Officer is \$21,089 per year. The estimated personnel cost of a full time inspector is \$60,000, or an increase of \$38,911 in next year's budget.

Community & Economic Development

CM-02-048-15 (AGENDA ITEM #15B) SALE OF PARCEL NO. 25-31-476-008 TO JAMES AND TRAVENA GREEN IN THE AMOUNT OF \$2,000 WITH ALL CLOSING AND ATTORNEY FEES TO BE PAID FOR BY THE BUYER - APPROVED

Motion by Burns, Seconded by Seligson, CARRIED UNANIMOUSLY, to approve the sale of Parcel No. 25-31-476-008 to James and Travena Green in the amount of \$2,000 with all closing and attorney fees to be paid for by the buyer.

Roll Call Vote:	Yes:	McClellan, Burns, Levine, Seligson
	No:	None
	Absent:	Speech

MOTION DECLARED ADOPTED

Community and Economic Development Manager Marrone summarized the request to sell a landlocked property owned by the city. She indicated the City Manager negotiated the sale of this parcel for the price of \$2,000 plus the buyer to pay any closing costs and attorney fees. The interested parties are James and Travena Green residing at 21171 Kipling. Their current residence backs up to the parcel in question and they want to acquire it to maintain it and use it as additional outdoor space. Ms. Marrone also stated that the sale of this parcel will save the city money in related expenses for maintenance.

CM-02-049-15 (AGENDA ITEM #15C) TEMPORARY SIGN REQUEST AS SUBMITTED BY FAST TAX REFUND, 21910 GREENFIELD ROAD - APPROVED

Motion by Seligson, Seconded by Levine, CARRIED UNANIMOUSLY, to approve a temporary sign request as submitted by Fast Tax Refund, 21910 Greenfield Road, for one 24 square foot banner to be displayed for the period February 3, 2015 through April 2, 2015 which includes a 30 day extension, subject to the following conditions:

1. The temporary sign shall not be placed in or project over the right-of-way.
2. The temporary sign shall not create an obstruction or traffic hazard.
3. Payment of Temporary Sign Permit fee.

Voice Vote:	Yes:	McClellan, Burns, Levine, Seligson
	No:	None
	Absent:	Speech

MOTION DECLARED ADOPTED

**CM-02-050-15 (AGENDA ITEM #15D) TEMPORARY SIGN REQUEST AS
SUBMITTED BY OAK PARK URGENT CARE, 24661 COOLIDGE
- APPROVED**

Motion by Burns, Seconded by Levine, CARRIED UNANIMOUSLY, to approve a temporary sign request as submitted by Oak Park Urgent Care, 24661 Coolidge, for one 50 square foot banner to be displayed for the period February 3, 2015 through April 2, 2015 which includes a 30 day extension, subject to the following conditions:

1. The temporary sign shall not be placed in or project over the right-of-way.
2. The temporary sign shall not create an obstruction or traffic hazard.
3. Payment of Temporary Sign Permit fee.

Voice Vote: Yes: McClellan, Burns, Levine, Seligson
 No: None
 Absent: Speech

MOTION DECLARED ADOPTED

**CM-02-051-15 (AGENDA ITEM #15E) TEMPORARY SIGN REQUEST AS
SUBMITTED BY CRICKET CELLULAR, 23035 COOLIDGE
- APPROVED**

Motion by Seligson, Seconded by Burns, CARRIED UNANIMOUSLY, to approve a temporary sign request as submitted by Cricket Cellular, 23035 Coolidge, for two 10 foot tall (20 square foot) wind feather banners to be displayed for the period February 3, 2015 through April 2, 2015 which includes a 30 day extension, subject to the following conditions:

1. The temporary sign shall not be placed in or project over the right-of-way.
2. The temporary sign shall not create an obstruction or traffic hazard.
3. Payment of Temporary Sign Permit fee.

Voice Vote: Yes: McClellan, Burns, Levine, Seligson
 No: None
 Absent: Speech

MOTION DECLARED ADOPTED

**CM-02-052-15 (AGENDA ITEM #15F) TEMPORARY SIGN REQUEST AS
SUBMITTED BY BOOST MOBILE GADGET DROP, 24725
COOLIDGE - APPROVED**

Motion by Levine, Seconded by Burns, CARRIED UNANIMOUSLY, to approve a temporary sign request as submitted by Boost Mobile Gadget Drop, 24725 Coolidge, for one 30 square foot banner to be displayed for the period February 3, 2015 through April 2, 2015 which includes a 30 day extension, subject to the following conditions:

1. The temporary sign shall not be placed in or project over the right-of-way.
2. The temporary sign shall not create an obstruction or traffic hazard.
3. Payment of Temporary Sign Permit fee.

Voice Vote:	Yes:	McClellan, Burns, Levine, Seligson
	No:	None
	Absent:	Speech

MOTION DECLARED ADOPTED

Assistant City Manager Yee thanked residents for their patience regarding the snow storm and acknowledged the exemplary efforts of the Public Works Department with snow removal and assistance to residents.

CALL TO THE AUDIENCE:

Joyce Bannon, 10611 Troy, expressed concerns regarding Council's responsibilities as elected officials and also had questions regarding the brick change order for the new entrance signs discussed at the last meeting.

Dawn Sketch, 24241 Cloverlawn, spoke on behalf of the Oak Park Arts and Cultural Commission to announce upcoming events.

CALL TO THE COUNCIL:

Mayor McClellan thanked the Oak Park Departments of Public Works and Public Safety for their efforts related to the recent snow storm. She also thanked residents who helped each other. Mayor McClellan announced that the city used a robo call as one tool to notify residents of the snow emergency and reminded everyone to provide the city with an alternative telephone number if they did not receive a call.

Mayor ProTem Levine also thanked DPW and Public Safety and homeowners that removed their cars from the streets during the snow emergency. He reminded everyone about the application deadline of February 15th regarding health insurance.

Council Member Burns thanked everyone for attending and thanked DPW for doing such a wonderful job with the snow emergency. She also congratulated everyone involved with Winterfest.

Council Member Seligson also acknowledged DPW and Public Safety and emphasized the need to remove cars from the street during a snow emergency.

CLOSED SESSION:

The Closed Session was not needed and removed from the agenda.

ADJOURNMENT:

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 7:55 P.M.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** February 16, 2015**AGENDA #****SUBJECT:** Request to cancel the February 24, 2015 Zoning Board of Appeals meeting.**DEPARTMENT:** Community & Economic Development, Planning Division**SUMMARY:** The Chairperson of the Zoning Board of Appeals is requesting the February 24, 2015 Zoning Board of Appeals meeting be cancelled. There is no business scheduled before the Zoning Board of Appeals.**RECOMMENDED ACTION:** The City Council consider accepting the request of the Chairperson of the Zoning Board of Appeals and cancel the February 24, 2015, regularly scheduled meeting.**APPROVALS:**

City Manager: _____

Director: Sam Merson

Finance Director: _____

EXHIBITS:

**CITY OF OAK PARK PLANNING COMM
DECEMBER 8, 2014
MINUTES**

5C

Meeting called to order at 7:36 PM, in the City Council Chambers, Oak Park City Hall, 14000 Oak Park Boulevard, Oak Park, Michigan, by Vice Chairperson Brown and roll call was made.

PRESENT Vice Chairperson Brown
Commissioner Eizelman
Commissioner McClellan
Commissioner Seligson
Commissioner Tkatch

ABSENT: Chairperson Torgow
Commissioner Hawkins
Commissioner Tungate
Commissioner Walters-Gill

OTHERS PRESENT: Recording Secretary, Stephanie Sumner
City Planner, Kevin Rulkowski
Community & Economic Development Manager, Kimberly Marrone

APPROVAL OF AGENDA OF DECEMBER 8, 2014

The Planning Commission approved by consensus vote the Agenda for the regular meeting of December 8, 2014

MOTION CARRIED 5-0

APPROVAL OF MINUTES OF NOVEMBER 11, 2014 - APPROVED

MOTION by EIZELMAN, SECONDED by MCCLELLAN, CARRIED UNANIMOUSLY: to approve the Planning Commission Meeting Minutes of November 11, 2014

MOTION CARRIED 5-0

COMMUNICATIONS/CORRESPONDENCE: None

PUBLIC HEARINGS:

- A. **Public Hearing to receive comments on proposed text amendments to the Sign regulations to allow greater flexibility in permitted signage.**

At the November Planning Commission meeting a Public Hearing was scheduled for the December meeting to hear comment on revisions to Zoning Ordinance provisions to regulate signs.

The Commission was provided copies of the December 2nd draft of the proposed changes to the Zoning Ordinance Sign Regulations. As pointed out by Commissioner Brown at the November meeting, the illuminated sign distance requirement was adjusted to be consistent with other sections in the ordinance.

In addition, the City Code Officers have requested an addition to the prohibited sign requirements. Although the City has never allowed balloons or inflatable signs (not identified in the regulations as a permitted sign type) it was not specifically listed as a prohibited sign in the Zoning Ordinance. Therefore the following additional amendment is proposed:

R. Prohibited signs and sign features or components. The following signs are prohibited, notwithstanding anything to the contrary in this ordinance:

2. Pennants, strings of flags, spinners, streamers, *balloons, and inflatable advertising devices.*

Definition

(?) *Inflatable advertising device: a device which is inflated with air or another gas, or which is activated by wind, air, or propelled gas, and used for outdoor advertising purposes.*

The above addition is included in the December 2nd draft that is subject of the Public Hearing.

Proposed Sign Ordinance

ARTICLE XVIII. - SIGNS

Sec. 1800. - Signs.

A. Purpose.

It is the purpose of this section to provide for proper identification of businesses and institutions; to enable the public to locate goods, services and facilities without difficulty and confusion; to prevent wasteful use of resources as a result of competition among businesses for attention; and to promote the continued attractiveness of the City of Oak Park. It is further determined that to allow an excessive number of signs in the city would be unduly distracting to pedestrians and motorists, creates a traffic hazard, and may reduce the effectiveness of signs needed to direct the public. The regulations of this section are determined to be the minimum regulations necessary to achieve its purposes.

B. Objectives.

To achieve the purpose stated above, this section has the following objectives:

1. To prevent the placement of signs in a manner that will conceal or obscure signs or adjacent businesses;
2. To keep the number of signs and sign messages at a level reasonably necessary to identify a business and its products or services;
3. To keep signs within a reasonable scale with respect to the buildings to which they relate;

4. To keep an area adjacent to streets clear of signs which might obstruct or distract the view of motorists;
5. To reduce the visual and physical obstructions to motorists entering or leaving streets;
6. To enhance the physical appearance of the city;
7. To preserve scenic and natural beauty of designated areas;
8. To make the city a more enjoyable and pleasing community; and
9. To create a more attractive economic and business climate.

Sec. 1801. - Definitions.

Refer to definitions pertaining to signs found in article II.

Sec. 1802. - Basic requirements—All districts.

The following general requirements shall apply to all signs in every zoning district within the City of Oak Park.

- A. Only on-site signs are permitted.
- B. The calculation of sign surface area shall include: the sign frame and any sign member or support which is illuminated or bears advertising matter, symbols, logos, or similar decorations associated with the business identified thereon.
- C. Every sign shall be effectively attached to a building, other permanent structure, or the ground. Portable or moveable signs (such as trailer signs) are prohibited. The intent of this paragraph shall not be circumvented by the use of parked vehicles or trailers as signs or conveyances for signs.
- D. All illuminated signs shall be so *arranged or shielded so as not to interfere with the vision of persons on adjacent thoroughfares and properties. In no event shall light from an illuminated sign shine on adjacent property which is used for residential purposes* ~~placed as to prevent the rays and illumination therefrom from being cast upon neighboring residences within a residential district and shall be located not less than 100 feet from such residential district.~~
- E. The color saturation and hue of illuminated signs shall be such as to preclude confusion with traffic signals.
- F. All signs shall conform to the regulations as set forth in this ordinance, and any sign or billboard not conforming thereto shall be deemed a nonconforming structure subject to the provisions of section 2005
- G. No sign shall be located or placed on any property or building in a manner that interferes with the driver of an automobile having proper visibility of pedestrians or automobile traffic.
- H. No sign, except those for emergency service purposes established and maintained by the city, county, state or federal government, shall be located in, project into, or overhang a public right-of-way or dedicated public easement.
- I. All emergency service purpose directional signs required for the purpose of orientation, when established by the city, county, state or federal government, shall be permitted in all use districts, and may exceed six feet in height.

- J. Sign materials and design shall be consistent with the architectural design of the building they identify.
- K. All signs shall be maintained in a condition similar to that which existed at the time of their erection. At the least, all signs and all awnings with sign components shall be kept clean, free of missing or loose parts, free of blistering or peeling paint, and without burned-out illumination, or missing or obsolete sign panels.
- L. All sign owners shall complete a form, provided by the city, indicating the name, address and phone number of the person responsible for maintenance of the sign. At the request of the city, any sign owner shall update the information provided on this form.
- M. Free-standing signs shall be set back at least ~~ten~~ *five* feet from all lot lines unless otherwise provided by this section. *Freestanding signs shall be located so as to not hinder or block ingress or egress to the site and/or restrict the vision of pedestrians or motorists on or near the site.*
- N. Replacement signs. When a sign is to be replaced, it shall thereafter conform to all requirements of this zoning ordinance. This shall not prevent the lawful continuance of nonconforming signs that were legally established prior to the current requirements of the zoning ordinance. The following provisions shall apply to replacement of panels and signs intended to *update information on* ~~replae~~ nonconforming signs:
 - 1. The owner of a nonconforming sign may replace a panel or face of the sign in *order to update information on the nonconforming sign or* identify a new tenant or occupant from the same use category provided the sign is not enlarged or otherwise made more nonconforming. Approval of replacement panels may be granted by the administrative official designated by the city manager ~~if they conform to administrative guidelines established from time to time by the planning commission.~~
 - 2. The replacement of a nonconforming sign or signs with a sign that conforms to the current requirements of the zoning ordinance may be approved by the administrative official designated by the city manager ~~without the need for formal planning commission review and approval.~~
- O. The maximum height of all free-standing signs shall be ~~20 feet for pole or pylon signs and six feet for monument signs~~, unless otherwise provided in this section.
- P. No sign shall be erected within the clear vision area at the intersection of any two streets or other public ways. The clear vision area is formed by two lines each 25 feet long measured along the right-of-way for both streets from the point of intersection and connected by a third line to form a triangle.
- Q. Signs for public buildings in all districts. Public buildings, such as schools, city offices, libraries, community centers, and the like shall comply with the following regulations in all districts:

1. Permanent signs that are part of the structure, such as engraved stone panels, cast bronze plaques and the like, may occupy not more than ten percent of the front wall surface area, to maximum of 100 square feet.
 2. ~~Free standing signs and wall mounted signs shall not exceed 30 square feet in residential zones and 50 square feet in all other districts. The total area of monument signs and all wall signs shall not exceed ten percent of the front wall surface area of the buildings they identify.~~
 3. ~~Public building signs located within 100 feet of an occupied residence may be illuminated during the public building's hours of operation only with the approval of the planning commission. The commission shall notify the occupants of the residences within 100 feet of the public building site that a request for an illuminated sign has been received.~~
 4. If a public building requires a changeable message board, it shall be incorporated as part of the permanent sign.
- R. Prohibited signs and sign features or components. The following signs are prohibited, notwithstanding anything to the contrary in this ordinance:
1. Signs which incorporate in any manner or are illuminated by any flashing or moving lights, or where any illumination can shine directly into the eyes of any occupant of any vehicle traveling upon any highway, driveway or parking area, or into any window of any residence within ~~200~~ 100 feet, or where the illumination interferes with the visibility or readability of any traffic sign or device.
 2. Pennants, strings of flags, spinners, streamers, *balloons, and inflatable advertising devices.*
 3. Exterior string lights used in connection with a commercial premises, other than holiday decorations used from the day after Thanksgiving through the following January 15.
 4. Any sign which has any visible motion, moving or animated parts or image, whether movement is caused by machinery, electronics, wind, or otherwise, except for minor elements of clocks or thermometers.
 5. Any sign which is structurally or electrically unsafe, or which obstructs any fire escape.
 6. Any sign erected on a tree or utility pole except signs of any political subdivision of this state.
 7. Any business sign, sign structure or frame now or hereafter existing which no longer advertises a bona fide business conducted or a product offered for sale, or no longer contains a sign.
 8. Portable signs. Temporary portable signs for city-sponsored events are exempt from this requirement when posted three days or less prior to the event.

9. Any sign on a motor vehicle or trailer which is parked in front of a business for the purpose of advertising a business or product or service of a business located on the premises where such vehicle is parked.
10. Any sign on a motor vehicle or trailer which is parked at a location visible from a public street and intended to attract attention for the business, product or service identified on the sign.
11. Roof signs.
12. Any sign or sign part, cable or support, except those established for emergency service purposes and maintained by the city, the Road Commission for Oakland County, the Michigan Department of Transportation, or the federal government, located in, projecting into, or overhanging a public right-of-way or dedicated public easement. The building inspector is authorized to cause the removal of any signs posted or placed in any public right-of-way, provided any such sign shall be kept for a period of 60 days for pick-up by any person who might claim it, and thereafter may be destroyed by the city.
13. Any sign within the clear vision area as specified in section 1701
14. Any sign erected on any property, public or private, without the consent of the owner or occupant thereof.
15. Any sign which simulates or imitates in size, color, lettering, or design, any traffic sign or signal or other word, phrase, symbol, or character in such a manner as to interfere with, mislead, or confuse the drivers of motorized vehicles.
16. Any sign which incorporates any open spark or flame.
17. Phone numbers on signs.
18. Portable message board signs.
19. Business signs in the windows of office buildings in all districts.
20. "Sold" signs, messages, or parasite signs on real estate signs.

21. Human signs.

- S. Signs on parking lots in any district. One sign shall be permitted at each point of ingress and egress to a parking lot to indicate the operator, parking rates, and directions of movement. Each such sign shall not exceed ten square feet in area, shall not extend more than four feet in height above grade, and shall be entirely on the parking lot property.
- T. Electronic messaging signs. Electronic messaging signs shall be defined as a sign, or portion thereof, that displays electronic, static images, static graphics or static pictures, with or without textual information. Such a sign can be changed or altered by electronic means on a fixed display screen composed of a series of lights including light emitting diodes (LEDs), fiber optics, light bulbs, or other illumination devices within the display area where the message is displayed. Electronic messaging signs include computer programmable microprocessor controlled electronic or

digital displays, and shall not include animated images or graphics, audio components, scrolling messages, or video moving images similar to television images. Electronic messaging signs are subject to the following provisions and requirements:

1. An electronic messaging sign shall be permitted only as a portion of a monument style sign or a freestanding shopping center sign. Electronic messaging signs are prohibited as wall, office building identification, window and temporary signs.
2. The area of the electronic messaging display shall not exceed 50 percent of the total sign face of a monument style sign.
3. In a freestanding shopping center sign, an electronic messaging display may replace one permitted tenant panel not to exceed 30 square feet in size.
4. Messages on electronic messaging signs shall be displayed for a minimum of eight seconds before changing.
5. The electronic display background color tones, lettering, logos, pictures, illustrations, symbols, and other electronic graphic or video display shall not blink, flash, rotate, scroll, change in illumination intensity, or otherwise change in outward appearance except when the electronic message or display is changed to another message or display. When an electronic message changes, the prior message shall disappear simultaneously with the appearance of the new message.
6. An electronic messaging sign shall be equipped with an automatic dimmer control capable of providing a distinct illumination change from a higher illumination level to a lower illumination level. The illumination level of the sign shall be reduced during the time period from one-half hour before sunset to one-half hour after sunrise.
7. Audio speakers are not permitted on any electronic messaging sign.
8. A malfunctioning electronic messaging sign shall be turned off or shall display a blank screen until repaired.
9. No electronic messaging sign shall be allowed within 100 feet of a residential zone from which it is visible. An electronic messaging sign which is visible from a residential district may operate only between the hours of 6:00 a.m. and 10:00 p.m.

U. The above regulations apply to signs in all districts. Where the district regulations below establish more stringent requirements, they shall apply.
(Ord. No. O-09-566, § 1, 10-5-09)

Sec. 1803. - Signs permitted in residential districts (R-1, R-2, RM-1, RM-2 PMF).

A. For institutional uses (such as a church or school): ~~one sign not exceeding 30 square feet in area~~ ***free-standing monument sign and one wall sign:***

- a. *Monument signs shall not exceed six feet in height above the ground (measured from the average ground level within two feet of the base of the sign and 30 square feet in area. Monument signs shall be located so as not to hinder or block ingress or egress to the site and/or restrict the vision of pedestrians or motorists on or near the site.*
- b. *The total area of the monument sign and all wall signs shall not exceed ten percent of the front wall surface area of the principal building up to a maximum of 120 square feet.*
- c. *No illuminated or electronic messaging sign shall be allowed within 100 feet of a residential zone from which it is visible. All illuminated signs and electronic messaging signs which are visible from a residential use may operate only between the hours of 6:00 a.m. and 10:00 p.m.*

- B. For permitted uses in multiple family districts (RM-1, RM-2, PMF): one sign not exceeding 30 square feet in area.
- C. For subdivision developments: one permanent subdivision identification sign not exceeding 30 square feet in area.
- D. For new residential developments: one temporary sign advertising the sale of dwellings therein not exceeding 50 square feet in area. Permits for temporary development signs shall expire after two years or when the last unit is sold, whichever shall occur first, and shall require a cash performance deposit of \$300.00 to guarantee removal of the sign.
- E. One trespassing, safety, or caution sign not over two square feet in area shall be permitted for each 200 lineal feet of perimeter lot line.
- F. Signs for the rental, sale, or lease of the property on which they are located, subject to the following:
 - 1. In R-1 and R-2 districts, only one such sign not over six square feet may be displayed no closer than 12 feet to any lot line.
 - 2. In PMF, RM-1 and RM-2 districts, not more than two such signs not over 12 square feet may be displayed no closer than 12 feet to any lot line.
- G. One non-illuminated sign, not over one square foot in area, attached to or displayed on the principal building as accessory to a permitted home occupation.
- H. One multifamily building identification sign, not more than 30 square feet in area, may be attached to the face of the first floor of a building and shall not project more than 12 inches from the face of the building. Such sign must relate only to the name and use of the building and premises. In addition, one ground sign identifying a group of buildings under common ownership or management shall be allowed. Such ground sign shall be set back at least ~~25~~ five feet from the property line and be no higher than six feet overall, nor larger than 30 square feet in area per side.

Sec. 1804. - Signs permitted in O office building districts.

A. For office buildings, one free-standing building identification monument style sign plus one building identification wall sign per building subject to the following:

1. *Free-standing building identification monument signs shall not exceed six feet in height, 30 square feet in area, shall be set back at least five feet from all lot lines, and 100 feet from adjoining residential districts. Building identification monument signs shall be located so as not to hinder or block ingress or egress to the site and/or restrict the vision of pedestrians or motorists on or near the site.*
2. *Building identification wall signs shall be displayed only on the front of the building, mounted directly on the wall or on a special sign panel designed as part of the building architecture. Building identification wall signs shall not exceed 15 percent of their front wall surface area to a maximum of 120 square feet. The total area of the Building identification monument sign plus the Building identification wall signs shall not exceed 150 square feet.*
3. *In addition, one directory sign per building, stating only the name and suite number of each tenant, and located on the wall of the building within three feet of the principal entrance door. A directory sign shall not exceed six square feet per tenant to a maximum of 30 square feet total and shall not project more than 12 inches from the wall.*
4. *Signs for the rental, sale or lease of the property on which they are located; provided, that no such sign shall exceed ten square feet in area per sign. No more than two such signs may be placed on any one property.*
5. *The use of neon window signs such as "open" and "closed" signs, and all other temporary or permanent window signs are prohibited in all O office building districts.*

~~A. — One directory sign per building, stating only the name and suite number of each tenant, and located on the wall of the building within three feet of the principal entrance door. A directory sign shall not exceed six square feet per tenant to a maximum of 30 square feet total and shall not project more than 12 inches from the wall.~~

~~B. — One sign for building identification only, not to exceed ten percent of the front wall surface area of the building to a maximum of 80 square feet. Free-standing identification signs shall not exceed six feet in height.~~

~~C. — Signs for the rental, sale or lease of the property on which they are located; provided, that no such sign shall exceed ten square feet in area per sign. No more than two such signs may be placed on any one property.~~

~~D. — The use of neon window signs such as "open" and "closed" signs, and all other temporary or permanent window signs are prohibited in all O office building districts.~~

Sec. 1805. - Signs permitted in B-1, B-2, PTRED, and PCD districts.

A. *For office buildings, one free-standing building identification monument style sign plus one building identification wall sign per building subject to the following:*

~~For office buildings, one sign for building identification only, plus one directory sign per building, subject to the following:~~

1. *Free-standing building identification monument signs shall not exceed six feet in height (measured from the average ground level within two feet of the base of the sign), 30 square feet in area, shall be set back at least five feet from all lot lines, and 100 feet from adjoining residential districts. Building identification monument signs shall be located so as not to hinder or block ingress or egress to the site and/or restrict the vision of pedestrians or motorists on or near the site.*
2. *Building identification wall signs shall be displayed only on the front of the building, mounted directly on the wall or on a special sign panel designed as part of the building architecture. Building identification wall signs shall not exceed 15 percent of their front wall surface area to a maximum of 120 square feet. The total area of the Building identification monument sign plus the Building identification wall signs shall not exceed 150 square feet.*
3. *In addition, one directory sign per building, stating only the name and suite number of each tenant, and located on the wall of the building within three feet of the principal entrance door. A directory sign shall not exceed six square feet per tenant to a maximum of 30 square feet total and shall not project more than 12 inches from the wall.*
4. *Signs for the rental, sale or lease of the property on which they are located; provided, that no such sign shall exceed ten square feet in area per sign. No more than two such signs may be placed on any one property.*
5. *The use of neon window signs such as "open" and "closed" signs, and all other temporary or permanent window signs are prohibited in all O office building districts.*

1. ~~The identification sign shall be located on the front wall of the building or on a free-standing monument style sign not over six feet high, not closer than 20 feet to any lot line and not closer than 100 feet to an adjoining residential district.~~
2. ~~The directory sign shall be located within three feet of the principal entrance door, shall not exceed six square feet per tenant, to a maximum of 30 square feet total, and shall not project more than 12 inches from the wall.~~
3. ~~Total sign area shall not exceed 15 percent of the front wall surface area of the building up to a maximum of 120 square feet.~~

B. For retail and similar buildings, one free-standing monument style sign plus one wall sign per tenant, subject to the following:

1. Monument signs shall not exceed six feet in height (*measured from the average ground level within two feet of the base of the*

sign), 30 square feet in area, shall be set back at least five feet from all lot lines, and 100 feet from adjoining residential districts. Monument signs shall be located so as not to hinder or block ingress or egress to the site and/or restrict the vision of pedestrians or motorists on or near the site. As a substitution for a monument style sign, one additional wall sign, subject to area limitations for monument signs, may be displayed on one side of the building. Buildings fronting on Eight Mile Road are permitted a monument style sign 40 square feet in area.

2. Wall signs shall be displayed only on the front of the building, mounted directly on the wall or on a special sign panel designed as part of the building architecture. Individual store signs shall not exceed 15 percent of their front wall surface area to a maximum of 120 square feet. The total area of the monument sign plus the wall signs shall not exceed 150 square feet.
 3. Individual stores shall be permitted only one wall sign per store provided, however, that buildings on corner lots where both streets have business districts fronting thereon for at least 200 feet may be permitted one sign on the front wall facing each street for the corner store only.
 4. *In addition, the following secondary signage is permitted:*
 - a. *Awning sign: One sign, no greater than 50% of the front face of the awning and no greater than 30 square feet, may be included on an awning subject to the permitted total sign area regulations. No awnings bearing a sign shall be back lighted to illuminate the awning sign.*
 - b. *Blade Sign: One non-illuminated blade sign oriented perpendicular to the building, no greater than four square feet in size, projecting no more than four feet from the façade of the building and no lower than eight feet above ground level. Blade signs shall be placed below the roof line of a single-story building or below the second floor of a multi-story building.*
- a. *Stationary Sandwich Board signs are allowed, after issuance of an annual permit, and subject to the following:*
 1. *One Stationary Sandwich Board sign per business, no greater than six square feet in area, with a maximum height of no more than three-and-one-half feet.*
 2. *The sign shall be placed in a manner so it maintains five feet of pedestrian passage, does not cause a sight obstruction, and does not hinder ingress or egress from buildings or parked cars. Signs shall be stored indoors when business is closed.*
 3. *Signs may include the name of the business, the word "Open," hours of operation, and one other line of text. Graphics including a business's logo shall be permitted, but individual product logos shall be prohibited.*

4. *No sign shall be connected to any power source.*
5. *No sign shall be chained or otherwise secured to a building, bench or pole.*

C. For planned shopping centers under single ownership and management, one free-standing pole or monument style shopping center identification sign per business street providing access to the site and one wall sign per tenant, subject to the following:

1. Free-standing pole shopping center identification signs shall be permitted in accordance with the following table:

TABLE OF FREESTANDING POLE SHOPPING CENTER IDENTIFICATION SIGN REQUIREMENTS
(Shopping center stores in B-1, B-2, PTRED and PCD only)

Freestanding Shopping Center Identification Signs	Less than 10,000 square feet in size	Between 10,001 and 99,999 square feet in size	Greater than 100,000 square feet in size
Maximum Height	15 Feet	22 Feet	24 Feet
Maximum Size	30 Square Feet	120 Square Feet	200 Square Feet
Shopping Center Name Minimum % of Display Area	100%	40%	40%
Individual Tenant Maximum % of Display Area	0%	40%	40%
Maximum Number of Tenants on Identification Sign	0	3	3

2. Free-standing monument style shopping center identification signs shall not exceed six feet in height (*measured from the average ground level within two feet of the base of the sign*) and 30 square feet in area. Monument signs shall only display the name of the shopping center. Monument signs shall be located so as not to hinder or block ingress or egress to the site and/or restrict the vision of pedestrians or motorists on or near the site.
3. Free-standing shopping center identification signs shall be set back at least five feet from street property lines, 20 feet from adjacent property lines and 100 feet from adjacent residential districts.
4. Wall signs for individual stores shall not exceed 15 percent of their front wall surface area to a maximum of 180 square feet per tenant with 10,000 or more square feet of leasable area and 120 square feet per tenant with less than 10,000 square feet of leasable area. These limits may be raised as the size of the store and/or its setback from the lot line adjoining the principal street frontage increases in accordance with the following table:

TABLE OF MAXIMUM ALLOWABLE WALL SIGN AREA, IN SQUARE FEET*
(Shopping center stores in B-1, B-2, PTRED and PCD only)

Building Front Setback	Store Size In Square Feet				
	Less than 10,000	10,001 to 25,000	25,001 to 40,000	40,001 to 100,000	Over 100,000
Over 150 feet	240	300	380	460	560
101—150 feet	190	250	330	410	510
51—100 feet	150	210	290	370	470
0—50 feet	120	180	260	340	440

* In no instance shall the above table cause any wall sign to exceed 15 percent of the store's front wall surface area.

5. *In addition, the following secondary signage is permitted:*
- a. *Awning sign: One sign, no greater than 50% of the front face of the awning and no greater than 30 square feet, may be included on an awning subject to the permitted total sign area regulations. No awnings bearing a sign shall be back lighted to illuminate the awning sign.*
 - b. *Blade Sign: One non-illuminated blade sign oriented perpendicular to the building, no greater than four square feet in size, projecting no more than four feet from the façade of the building or underneath a walkway canopy and no lower than eight feet above ground level. Blade signs shall be placed below the roof line of a single-story building or below the second floor of a multi-story building.*
 - c. *Stationary Sandwich Board signs are allowed, after issuance of an annual permit, and subject to the following:*
 - d.
 - 1. *One Stationary Sandwich Board sign per business, no greater than six square feet in area, with a maximum height of no more than three-and-one-half feet.*
 - 2. *The sign shall be placed in a manner so it maintains five feet of pedestrian passage, does not cause a sight obstruction, and does not hinder ingress or egress from buildings or parked cars. Signs shall be stored indoors when business is closed.*
 - 3. *Signs may include the name of the business, the word "Open," hours of operation, and one other line of text. Graphics including a business's logo shall be permitted, but individual product logos shall be prohibited.*
 - 4. *No sign shall be connected to any power source.*
 - 5. *No sign shall be chained or otherwise secured to a building, bench or pole.*

D. Gasoline service stations may have one parasite sign, not exceeding 15 square feet, to display the current prices of the various fuels sold.
(Ord. No. O-08-548, § 1, 5-5-08)

Sec. 1806. - Signs permitted in LI industrial districts.

- A. Individual buildings, may have one free-standing monument sign per principal building and one wall sign per tenant.
- B. Monument signs shall not exceed six feet in height above the ground (measured from the average ground level within two feet of the base of the sign) and 30 square feet in area. Monument signs shall be set back not less than five feet from the front lot line, 20 feet from the existing curb line, and 100 feet from an adjoining residential district. ***Buildings fronting on Eight Mile Road are permitted a monument style sign 40 square feet in area.*** Monument signs shall be located so as not to hinder or block ingress or egress to the site and/or restrict the vision of pedestrians or motorists on or near the site. ***As a substitution for a monument style sign, one additional wall sign, subject to area limitations for monument signs, may be displayed on one side of the building.***
- C. The total area of the monument sign and all wall signs shall not exceed ten percent of the front wall surface area of the principal building up to a maximum of 120 square feet.

Sec. 1807. - Signs allowed without a permit.

The following signs are allowed to be erected or maintained without a permit provided they comply with the following regulations and applicable construction standards in this ordinance.

- A. Signs posted by duly constituted public authorities in the performance of their public duties.
- B. Signs located on the rolling stock of common carriers.
- C. Signs located on motor vehicles or trailers bearing current license plates which are traveling or lawfully parked upon public highways, or parked upon any premises where the primary purpose is not the display of the sign.
- D. Signs having an area of not more than two square feet which convey only the street number and address, the name of the premises, the name of the owner and/or the occupant of the premises.
- E. On-premises, temporary and permanent window signs for retail and service businesses in B-1, B-2, PTRED and PCD Districts when located inside and visible through the windows of an enclosed building, where the area of such signs does not exceed 25 percent of the window area. Temporary window signs containing a message referring to current, temporary merchandising or promotional activities, such as a special sale, shall be posted for no longer than 14 days.
- F. Wall signs not exceeding six square feet and indicating only the date of erection of a building, when cut into a masonry surface or constructed of bronze or other noncombustible material.
- G. Flags and banners subject to the following:
 - 1. The flag of any corporate, commercial or noncommercial organization, educational institution, nation, state, political subdivision, or

governmental entity respectfully displayed. In addition, for each 20 lineal feet of street frontage, out decorative banner or flag, or flag or banner of any educational institution, nation, state, political subdivision, or government entity, not exceeding 15 square feet, may be displayed on the premises. "Decorative banner or flag" is defined as a banner or flag containing no words, symbol, logo, emblem or trademark naming, describing, or otherwise related to any business located or conducted on the premises.

2. For the purpose of this section, flags and banners on roofs shall be considered roof signs with the exception of decorative banners or flap, as defined above.

3. Flags and banners used for the advertisement of products, sales or services are prohibited.

4. Temporary banners for city-sponsored events are exempt from these requirements when posted 45 days or less prior to the event and removed promptly after said event.

5. All flags and banners shall be maintained in a condition similar to that which existed at the time of their erection. Flags and banners shall be removed or replaced when they become dirty, faded, ripped or frayed.

H. Temporary political signs, subject to the following:

1. No such sign shall be illuminated.
2. No such sign shall exceed 12 square feet in area, per side, nor six feet in height.
3. All such signs shall be displayed only in a front yard or window and shall be set back at least five feet from the front lot line, except on a corner lot such signs may be displayed in the side yard subject to the same five-foot setback from the side street lot line.
4. No such sign shall be placed in or project into a public right-of-way. Political signs shall only be placed on private property with permission of the property owner.
5. A sign advertising a candidate for political office or stating a position on a ballot proposal shall not be erected more than 45 days prior to a primary election. Signs advertising unsuccessful primary candidates and unsuccessful ballot proposals shall be removed within ten days after the primary election. Signs for successful primary candidates and ballot proposals may continue to be displayed after the primary, along with any signs advertising declared write-in candidates for political office. All temporary political signs shall be removed within ten days after the general election.
6. No such sign shall be placed in such a manner as to obstruct the view of vehicle drivers when leaving or entering a street, driveway, or parking space.
7. The painting of any such sign on the exterior surface of any building or structure is prohibited.

8. The property owner shall be responsible for removing temporary political sign(s) after an election.
- I. One noncommercial opinion sign per property shall be allowed year-round, in addition to temporary election signs which are otherwise regulated in this ordinance. The one noncommercial opinion sign shall be located in the front yard, set back as required herein, or in a window, and shall not exceed 12 square feet.
- J. Signs for garage sales, yard sales, basement sales, rummage sales, moving sales, estate sales or other similar sales, when conducted at a residence: may be erected on private property only; and limited to two signs per sale location *and one additional sign at the end of the street with the permission of the property owner*; may not exceed six square feet or four feet in height per sign; may not be erected for more than 12 days in any calendar year per sale location; shall not occupy a public right-of-way; and shall not be posted on any utility pole or similar fixture anywhere within the City of Oak Park.
- K. Portable real estate signs for the sale, rental or lease of the property on which they are placed, subject to the maximum area and setback requirements of the individual district provisions. Parasite signs or messages indicating that the real estate has been "Sold" are hereby prohibited.
- L. Portable real estate "open house" signs with an area not greater than six square feet and a maximum height of six feet, provided only one such sign may be located on the premises being sold and only during the hours of the open house.
- M. A single, temporary construction sign is permitted during actual construction in any district, subject to the following:
 1. A building permit is required prior to installation of all temporary construction signs.
 2. In single- and two-family districts, total sign area shall not exceed six square feet per side.
 3. In multiple family districts, total sign area shall not exceed ten square feet per side.
 4. In nonresidential districts, total sign area shall not exceed 32 square feet per side.
 5. No free-standing, temporary construction sign shall exceed six feet in height
 6. Such signs shall be posted on the building or on the premises of the building under construction and shall advertise only the building under construction, its owner, contractors, and designers.
 7. All temporary construction signs shall be removed: when construction ceases for 90 days; upon expiration of the building permit; or upon issuance of a certificate of occupancy, whichever occurs first.

- N. Private traffic signs that direct and guide traffic and parking on private property that do not exceed four square feet each and bear no advertising matter.

(Ord. No. O-00-408, § 1, 2-7-00)

Sec. 1808. - Obsolete or abandoned signs.

All signs that are obsolete, due to discontinuance of the business or activity advertised thereon, shall be removed within 30 days of the close of said business or activity. If the sign is nonconforming, the entire sign shall be removed. If the sign is conforming, only the message shall be removed, however, in no case shall the sign be maintained with exposed lamps, lighting equipment, or other internal mechanical or structural components.

Sec. 1809. - Sign permit *required* application requirements.

It shall be unlawful to construct, display, install, change or cause to be constructed, displayed, installed, or changed, a sign requiring a permit upon any property within the city without first obtaining a sign permit.

~~All applications for sign permits shall be made on forms provided by the administrative official and shall contain the following minimum information:~~

- ~~A. A sketch indicating the location of the subject property and current zoning classification.~~
- ~~B. A scale drawing of each sign, in the colors of the finished sign, indicating the size, shape, message, lettering style, and materials of the finished sign. (All required copies must also be in color.)~~
- ~~C. Building elevation sketches showing the position and size of each sign on the building and the location and size of any existing sign(s) on the same structure.~~
- ~~D. For free standing signs, a site plan sketch showing the sign height, location of the sign on the site, and verifying compliance with all setback requirements.~~
- ~~E. If the sign will be illuminated, plans shall include all details regarding the location, type of fixture, color of the illumination, and method of shielding the lighting equipment to prevent glare. Illuminated signs shall be located not less than 100 feet from a residential district.~~

Sec. 1810. - *Applicability of State Construction Code* Sign permit approval procedures.

Except as otherwise indicated in this chapter, the regulations of the State Construction Code as adopted by the city shall apply to signs. Where the provisions of this chapter are more restrictive in respect to location, setback, use, size or height of signs, the limitations of this chapter shall take precedence over the regulations of the State Construction Code.

- ~~A. All signs shall be submitted to the administrative official for review and approval.~~
- ~~B. All signs involving only a change in tenant and replacement of an existing sign panel may be approved by the administrative official.~~
- ~~C. Application for sign permit approval shall be made on forms provided by the city and available at the department of technical and planning services.~~

Sec. 1811. - Temporary signs.

- A. In nonresidential districts, temporary signs may be *authorized by the administrative official designated by the City Manager* ~~City Council~~ for not more than 30 days with not more than one extension of 30 days, upon a finding by the *administrative official* ~~City Council~~ on the basis of written information furnished by the applicant, that the proposed sign:
 - 1. Is necessary for the direction of the public,
 - 2. Will not create an obstruction, a traffic hazard or be incompatible to the area, and
 - 3. Will not be contrary to the spirit and purpose of this ordinance.
- B. The *administrative official* ~~City Council~~ may consider, in determining whether a permit should be issued for a temporary sign, but not by way of limitation:
 - 1. The absence of permanent signs,
 - 2. Change of use or occupant,
 - 3. Change of ownership or management, or reopening by occupant,
 - 4. Change in basic goods or services provided by the occupant, and/or
 - 5. Special events sponsored by one or more of the occupants.
- C. Not more than two permits for temporary signs shall be issued to a single applicant in any calendar year.
- D. ~~In addition to the A temporary sign permit fee, the applicant shall be posted a cash performance bond, in an amount established by resolution of the city council, for each temporary sign authorized. The bond shall be held to ensure removal of the temporary sign and shall be refundable upon proper evidence of the removal of the sign. The bond on any sign not removed immediately upon expiration of the temporary period authorized by city council shall be forfeited and used by the city to effect removal of the temporary sign.~~
- E. The *administrative official* ~~City Council~~ may impose any additional restrictions on the use of the temporary sign as it deems necessary, in order to protect the health, safety and welfare of the public.
- F. The owner of any property on which a temporary sign is placed and the person maintaining said temporary sign are declared to be equally responsible for the condition of the temporary sign and the area in the vicinity thereof.

Sec. 1812. - Murals.

In all Zoning Districts, but excluding all residential uses, art murals shall be permitted subject to the restrictions set forth in this subsection. Two types of art murals are defined as:

Art Mural - is a design or representation which does not contain promotional or commercial advertising painted or drawn on a wall.

Limited Reference Art Mural - is an original, one-of-a-kind unique design or representation which contains limited references to the establishment, product, or service provided on the site which is painted or drawn on a wall on that site.

Both types of art murals are subject to the following:

- (1) Prior to installation of a Mural, the property owner or tenant shall apply for a determination of whether the proposed design or representations is a Sign, an Art Mural or a Limited Reference Art Mural by submitting an application to the Mural Design Review Board (MDRB).***
- (2) The MDRB shall consist of the Economic Development Manager, one member of the Planning Commission selected by the Planning Commission Chairperson, and one resident of the City selected by the Mayor.***
- (3) After the determination by the MDRB:***
 - a. If the proposed design or representations is determined to be a Sign, the applicant shall comply with all further review and requirements of this section for Signs before creating or installing the sign.***
 - b. If the proposed design or representations is determined to be an Art Mural, no further review or action is necessary before creating or installing the Art Mural.***
 - c. If the proposed design or representations is determined to be a Limited Reference Art Mural, the applicant shall obtain a determination of whether the Limited Reference Art Mural complies with all requirements under subsection (4) of this Section before creating or installing the Mural.***
- (4) A Limited Reference Art Mural shall be allowed if:***
 - a. The graphics, words, and/or symbols referencing the establishment, product, or service are limited in scope and dominance, and not readily construed as commercial advertising. References must be subtle and integrated into the overall mural.***
 - b. For purposes of this subsection, "limited in scope and dominance" shall mean not exceeding twenty (20) percent of the wall area on which it is located, integrated throughout the***

Mural and not be placed in a concentrated area or manner where it becomes, in essence, a prominent advertisement.

- c. *The references to an establishment, product, or service are not to be in the form of traditional building signage. Traditional signs on the same wall will be reviewed separately under applicable sign requirements.*
- (5) *Where numbers of signs or maximum square footages apply to a particular location, a Mural shall not count as a Sign nor figure into the allowable Sign area.*
- (6) *An aggrieved applicant may file an appeal to the Board of Appeals for review of a decision relating to a Mural. The Board of Appeals shall review the decision based on the criteria in this subsection (2).*

Amend following definitions:

(c) *Awning:* A rooflike cover, typically constructed of canvas, vinyl or similar fabric stretched over a framework, and that project from the wall of a building for the purpose of shielding a doorway, window, or pedestrians from the elements. ~~All backlighted awnings shall constitute signs for purposes of this section.~~

(d) *Awning sign:* A sign panel affixed to, sewn into or painted on an awning, ~~and all backlighted awnings. For purposes of this ordinance, awning signs shall be considered wall signs.~~

(j) ~~Ground, Free-standing sign (free-standing sign):~~ A sign supported by one or more uprights, poles or braces placed in the ground surface and not attached to any building or other structure. ~~Ground signs~~ Free-standing signs may include monument, pylon, and pole type signs.

(u) ~~Roof sign: A sign which is erected, constructed and maintained on or above the roof of a building or any portion thereof.~~ *Any sign erected or constructed as an integral or essentially integral part of a normal roof structure of any design, such that no part of the sign extends vertically above the peak of the roof or below the eaves and such that no part of the sign is separated from the rest of the roof by a space of more than 12 inches.*

(?) *Blade sign: A sign which is oriented perpendicular to the building façade and which is suspended under a bracket, armature, or other mounting device.*

(?) *Human sign: A sign held by or attached to a human for the purposes of advertising or otherwise drawing attention to an individual, business, commodity, service or product. This can also include a person dressed in costume for the purpose of advertising or drawing attention to an individual, business, commodity, service or product.*

(?) *Inflatable advertising device: a device which is inflated with air or another gas, or which is activated by wind, air, or propelled gas, and used for outdoor advertising purposes.*

Vice-Chairperson Brown opened the Public Hearing at 7:39 and asked if there was any member of the audience that would like to speak, there was no one present that wished to speak so the Public Hearing was closed.

MOTION by TKATCH, SECONDED by SELIGSON, CARRIED UNANIMOUSLY, to approve the proposed Amendments to the Sign Ordinance and to that City Council consider the same at their next Regular Meeting.

Roll Call Vote: Yes: Brown, Eizelman McClellan, Seligson, Tkatch,
 No: None
 Absent: Torgow, Hawkins, Tungate, Walters-Gill

MOTION CARRIED: 5-0

B. Public Hearing to receive comments on proposed text amendments to the LI, Light Industrial District that would allow for additional permitted uses along major thoroughfares.

At the November Planning Commission meeting a Public Hearing was scheduled for the December meeting to hear comment on revisions to Zoning Ordinance provisions to expand permitted uses in the LI, Light Industrial District.

As discussed at the November meeting, there are a number of popular land uses that could be introduced into some areas of the City zoned LI, Light Industrial District in an effort to provide an appropriate location for these uses. These types of land uses have the potential of changing an area's character into something more lively and desirable. The following uses, located on industrial sites abutting the major thoroughfares of Eight Mile Road, Coolidge Highway and Eleven Mile Road, would be added to Section 901 Permitted uses:

1. Gymnastic centers.
2. Gun or archery ranges.
3. Art gallery and/or studios.
4. Music and/or dance studios.
5. Venues for the performing arts.

On further review, the Planning Division recommends that Brew pubs should be a use permitted as a Special Land Use and subject to the provisions in Section 1930 Restaurants serving beer or wine.

And as also discussed in November, eliminating the following outdated use from Section 901 Permitted uses:

9. Meeting halls for industrial worker organizations.

If the proposed Zoning Ordinance text amendments are acceptable to the Planning Commission the Planning Division recommends approving the proposed text amendment to expand the permitted uses in the LI, Light Industrial District.

MOTION by EIZELMAN, SECONDED by TKATCH, CARRIED UNANIMOUSLY, to approve the proposed text Amendments to the LI, Light Industrial District that would allow for additional permitted uses along major thoroughfares and request that City Council consider the same at their next Regular Meeting.

Roll Call Vote: Yes: Brown, Eizelman McClellan, Seligson, Tkatch,
 No: None
 Absent: Torgow, Hawkins, Tungate, Walters-Gill

MOTION CARRIED: 5-0

OLD BUSINESS:

1. Fifth Third Bank, 22150 Coolidge Highway - Final Site Plan Review

Fifth Third Bank, 22150 Coolidge Highway, has submitted a Final Site Plan to locate a drive-up ATM in the parking lot of the Park Place shopping center (southeast corner of Coolidge Highway & Nine Mile Road). The Zoning Ordinance does not specifically address these types of uses. However they seem to be a fairly common feature of stand-alone banks and shopping centers.

The proposed facility will eliminate eight existing parking spaces or approximately 1,600 square feet. The shopping center has a surplus of parking spaces so reducing the overall number by eight spaces should not create a problem. The proposed ATM is located in a corner area of the shopping center parking lot that should not interfere with the traffic circulation pattern of the shopping center. The one-way design of the ATM has one additional stacking space that should be adequate for additional vehicles waiting to use the ATM.

The property is zoned B-2, General Business District and the Zoning Ordinance permits uses such as banks.

MOTION by SELIGSON, SECONDED by MCCLELLAN, CARRIED UNANIMOUSLY, to approve the final site plan subject to the noted conditions:

- 1) Lease agreement between Park Place shopping center and Fifth Third Bank to be reviewed and language approved by the City Manager regarding termination or relocation of the ATM in the future.
- 2) Submission of a landscape plan for the area adjacent to the ATM to the City Planner and Economic Development Manager for review and approval.

Roll Call Vote: Yes: Brown, Eizelman McClellan, Seligson, Tkatch,
 No: None
 Absent: Torgow, Hawkins, Tungate, Walters-Gill

MOTION CARRIED: 5-0

NEW BUSINESS:**1. Addixion, 14701 Eleven Mile, Final Site Plan Approval**

Addixion, 14701 Eleven Mile Road, has submitted a Final Site Plan to conduct used vehicle sales at this location. Michael Kelter, the owner of the business explains in a letter that the building is primarily for his private collection of rare modern Porsche's, however, because he does from time to time buy and sell these vehicles he needs a State issued Class "B" Used Vehicle Dealer License. The applicant has stated that the number of these transactions will be fairly limited. There are no proposed modifications to the existing building or site. Visitor parking to this building is provided by the special assessment parking lot in the rear of the building. The purpose of the Site Plan Review is to demonstrate that the site meets the minimum zoning ordinance requirements and State of Michigan standards for used car sales.

The property is zoned LI, Light Industrial District and the Zoning Ordinance permits commercial sales with an industrial character such as auto sales.

For new and used automobile sales, the State of Michigan has created *established place of business* requirements that must be met to receive a Vehicle Dealer License (Class "A" (new) and "B" (used) licenses). The applicant will be applying for a Class "B" Used Vehicle Dealer License. As part of the Site Plan Review process the site is reviewed to ensure that the State land use requirements are met before Zoning Approval is granted. The State established *place of business requirements* for new and used vehicles dealers' state:

- The premises must contain a permanently enclosed building or structure either owned, leased, or rented by a dealer, which is not a residence, tent temporary stand, or any temporary quarters;
- The building or structure is required to be continuously occupied in good faith for the purpose of selling, buying, trading, leasing, or otherwise dealing in motor vehicles;
- All books, records, and files necessary to conduct the business of a Class "A or B" dealer must be maintained in the building or structure;
- A building or structure housing an office of at least 150 square feet in size, equipped with standard office furniture, working utilities, a working restroom, and a working telephone listed in the name of the business on the dealer's license;
- Land space of no less than 1,300 square feet to accommodate the display of a minimum of 10 vehicles of the kind and type that the dealer is licensed to sell and an additional 650 square feet for customer parking. The display and customer parking areas must be adequately surfaced and well lit during business hours;
- An exterior sign displaying the name of the dealership that is permanently affixed to the building or land with letters clearly visible from a highway identifies the premises;
- Conspicuous posting of the dealer's regular hours of operation. The posted hours must be not less than 30 hours per week.

- The premises must contain a registered repair facility on site for the repair and servicing of motor vehicles of a type sold at the established place of business, unless the dealer has entered into a written servicing agreement with a registered repair facility at a location not to exceed 10 miles distance from the established place of business. If repairs are conducted pursuant to a servicing agreement, the servicing agreement must be conspicuously posted in the office;
- The premises meet all applicable zoning and municipal requirements;

After reviewing the State land use requirements, the proposed Site Plan meets the minimum standards, specifically the required ten space display area which is located inside the building. In addition, the Site Plan shows the location of two dealership offices.

A condition is generally placed on these types of uses to remind the applicant of the City's position on dismantled and inoperable vehicles. The standard provision is "no vehicles awaiting service shall remain on-site for more than 36 hours. No dismantled or unlicensed cars are permitted outside of the building."

The Site Plan does not indicate any new signs for the business. A separate application will need to be submitted for any proposed signs.

Based on the above considerations, the Planning Division recommends approval of the Final Site Plan, with the following conditions:

1. No vehicles awaiting service shall remain on-site for more than 36 hours. No dismantled or unlicensed cars are permitted outside of the building.
2. No signs are approved as part of the Site Plan Review. A separate permit must be requested for the inclusion of any signs at this site.

MOTION by EIZELMAN, SECONDED by SELIGSON, CARRIED UNANIMOUSLY, to approve the Final Site Plan for Addixion, 14701 Eleven Mile Road, subject to the following conditions:

1. No vehicles awaiting service shall remain on-site for more than 36 hours. No dismantled or unlicensed cars are permitted outside of the building.
2. No signs are approved as part of the Site Plan Review. A separate permit must be requested for the inclusion of any signs at this site.

Roll Call Vote:

Yes:	Brown, Eizelman, McClellan, Seligson, Tkatch
No:	None
Absent:	Torgow, Hawkins, Tungate, Walters Gill

MOTION CARRIED: 5-0

PLANNING COMMISSION MATTERS FOR DISCUSSION: None

PUBLIC COMMENTS None

ADJOURNMENT

Vice Chairperson Brown announced that there was no further business for the Commission and adjourned the meeting.

Meeting adjourned at 8:30 PM

Joe Brown, Vice-Chairperson

Stephanie Sumner, Recording Secretary

**CITY OF OAK PARK
2015 BOARD OF REVIEW
ORGANIZATION MEETING
FEBRUARY 4, 2015**

Board of Review Members Present:

Herschel Goldstein	23561 Radclift
Louis Landau	24231 Gardner
James Gulley	23750 Coyle

The meeting was called to order at 5:50 p.m. in the Executive Conference Room by Martin D. Bush, City Assessor. The following were in attendance:

Herschel Goldstein
Louis Landau
James Gulley
Dawn Harden, Senior Appraiser
Martin D. Bush, City Assessor

BOARD OF REVIEW SCHEDULE

A. Board of Review meeting dates and times as approved by City Council:

March 9, 2015	12:00 p.m. to 5:00 p.m. & 6:00 p.m. to 9:00 p.m.	(Charter)
March 17, 2015	6:00 p.m. to 9:00 p.m.	(Additional)
March 23, 2015	9:00 a.m. to 11:30 a.m. & 1:00 p.m. to 5:00 p.m.	(Charter)

All March Board of Review sessions are tentatively scheduled to be held in the west City Hall Conference Room.

B. Member Schedules: Each member conveyed the dates and times of the sessions they would and would not be available to attend. A schedule will be determined and each member will be notified by mail of their designated time and meeting dates.

C. The Board selected Herschel Goldstein and James Gulley as chairpersons.

LEGISLATION IMPACTING 2015 ASSESSMENTS & BOARD OF REVIEW

Each Board of Review member was given a copy of State Tax Commission Bulletins #14 (Procedural Changes for 2015 Assessment Year), #13 (Inflation Rate Multiplier for use in the 2015 capped value formula), #17 (2015 Property Tax Appeal Procedures) and Bulletin #18 (2015 Board of Review). The Assessor highlighted some of the key points the board members need to be aware of for the 2015 assessment year. It was recommended that each member read the handouts so that they fully understand their statutory obligations. They were encouraged to either call or stop by the office if they have any questions.

DISCUSSION OF 2015 ASSESSMENTS

Mr. Bush informed the board members that this year, the use of a two year sales study was used in determining the 2015 Assessed Values (October 1, 2012 thru September 30, 2014). Based on the two year sales study, the average increase in assessment for each class of property are as follows:

Residential	approximately 13.5%
Commercial	approximately 1.5%
Industrial	approximately 1.5%

The Assessor and Dawn Harden informed the board members, these are only averages and the change in residential assessments for 2015 will vary greatly from area to area of the city. Some properties will see an 18 - 20% increase in their assessment and other neighborhoods will see relatively small increases in their assessed value. Discussion followed as to what impact this may have on the number of appeals for 2015. The assessor reminded the board members that even though assessments are increased, state statute (Proposal A) requires that the 2015 taxable value must be calculated as follows:

$$2015 \text{ CAPPED VALUE} = (2014 \text{ Taxable Value} - \text{LOSSES} \times 1.016 + \text{ADDITIONS})$$

The assessor informed the board members the Change of Assessment Notices are scheduled to be mailed on Friday, February 20, 2015.

OPERATING POLICIES FOR 2015 BOARD OF REVIEW

A. Open Meetings Act: Each member was given a handout highlighting those portions of the Open Meetings Act that have an effect on Board of Review policies.

B. Appointment Policy: The Assessor asked the Board if they were in agreement to continue the scheduling of appointments in 10 minute intervals for the March Board of Review. The board members agreed that since the 10 minute intervals have worked so well, that appointments for all 2015 Board of Review sessions will be at 10 minute intervals. The Board was informed that, although highly unlikely, if the number of appeals exceeded the allotted time scheduled, extra session(s) would be scheduled as necessary. Appeals will be by appointment only, unless it is a non-resident in which case they can file an appeal by letter, provided the letter is received in the Assessor's Office no later than March 23, 2015. The Assessor went over informational materials that were provided to the BOR last year for each scheduled appeal (i.e. parcel summary, sales, appointment schedules, etc.) and asked if there were any changes and/or additional information the BOR would like to have. Discussion followed. The Board decided to continue the policy of administering an oath to each petitioner before their case is heard and requested the Assessor's Office provide the chairperson with a written version of the oath. The Board of Review agreed upon a 6:00 p.m. starting time for the July and December Board of Review sessions.

C. Poverty Exemptions: The board members were given a copy of the 2015 Poverty Exemption Policy as adopted by city council. As in the past, applicants will be required to complete the application, furnish copies of their tax return(s) and all other required supporting documentation to the Assessor's Office, for review. All poverty applicants must appear before the Board of Review in person unless they have a written medical excuse from their doctor. As in the past, poverty applications will be mailed upon request.

D. Procedure for late filed Personal Property statements. Mr. Bush informed the Board that in past years our office has accepted and reviewed statements received after February 20th, and presented them to the Board of Review with a recommendation to accept or deny the statement as filed. The board unanimously agreed to continue with the same procedure for late filed Personal Property statements and in the rare case of anyone appearing before the Board in person with a personal property statement, to accept the statement and inform them the Board will review and mail their decision within the first couple of weeks in April.

E. Decisions: The Assessor's Office will provide to the Board of Review, all forms required by the State Tax Commission. A motion must be made on each petition regardless of whether there is a change in value. So as not to cause confusion when voting, the Board agreed that a YES VOTE will indicate the member *agrees* with the motion, and a NO VOTE will only be cast if they *disagree* with the motion.

The Assessor emphasized that the Board of Review members need to review the materials given to them and to contact our office if they have any questions.

Motion to Adjourn - motion by Goldstein, seconded by Landau, all ayes. The meeting was adjourned at 6:38 p.m.

Martin D. Bush
City Assessor



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: February 16, 2015 **AGENDA #**

SUBJECT: Resolution in support of the Road Commission for Oakland County's 2015 Tri-party program.

DEPARTMENT: Technical & Planning – Engineering *KJY*

SUMMARY: The Oakland County Board of Commissioners has approved a FY 2015 budget of \$1,000,000 to create a \$3,000,000 Tri-Party Program. The City of Oak Park's share in the 2015 Tri-Party Program is \$7,760.

FINANCIAL STATEMENT: This expenditure of \$7,760 for the Tri-Party Program will not be collected by the County until the funds are to be used for a project.

RECOMMENDED ACTION: It is recommended that the City Council approve the attached resolution of support in the 2015 Tri-Party Program and authorize the submission of funding for repairs to Greenfield Road.

APPROVALS:

City Manager: *KJY*

Finance Director: _____

Department Director: _____

EXHIBITS: Resolution

**CITY OF OAK PARK
MICHIGAN**

**RESOLUTION IN SUPPORT OF THE ROAD COMMISSION FOR
OAKLAND COUNTY'S 2015 TRI-PARTY PROGRAM**

- WHEREAS, Past participation in the Tri-Party Program has been beneficial to the City of Oak Park and its residents;
- WHEREAS, The Oakland County Board of Commissioners approved a FY 2015 budget of \$1,000,000 to create a \$3,000,000 Tri-Party Program;
- WHEREAS, \$1,500,000 of those funds will be designated for townships and \$1,500,000 for cities and villages;
- WHEREAS, Based on population, road miles and accidents the City of Oak Park's share in the program is \$23,280 per year with a cost of \$7,760 to the City of Oak Park;
- WHEREAS, Projects which improve road safety take precedence over congestion, aesthetics, drainage, or maintenance projects; and
- WHEREAS, The City Engineer has determined that the submission of funding for repairs to Greenfield Road are needed for safety reasons.
- NOW, THEREFOR, BE IT RESOLVED that the City Council for the City of Oak Park, Michigan, hereby submits the funding for repairs to Ten Mile Road as the project for the 2015 Tri-Party Program Project commitment; and
- BE IT FURTHER RESOLVED that copies of this resolution be submitted to the Oakland County Board of Commissioners and to the Oakland County Executive.

Roll Call Vote: Yes,
 No,
 Absent,

I, T. Edwin Norris, duly authorized City Clerk of the City of Oak Park, Michigan, do hereby certify that the above resolution is a true and correct copy of a resolution adopted by the Oak Park City Council at the regular Council Meeting held on February 16, 2015.

T. Edwin Norris, City Clerk

ROAD COMMISSION FOR OAKLAND COUNTY TRI-PARTY PROGRAM

Your participation is requested in the FY 2015 Tri-Party Program. The fiscal year governing this program is October 1, 2014 through September 30, 2015. The Oakland County Board of Commissioners has approved a Tri-Party budget of \$1.0 million to create a \$3.0 million program for FY 2015. A total of \$1.5 million will be designated for townships and a total of \$1.5 million will be designated for cities and villages.

The distribution formula and method of calculation of Tri-Party allocations have remained the same in an attempt to most equitably distribute the Tri-Party dollars. For cities and villages, it includes RCOC road miles and three-year average annual accidents. For townships, the most recent census population figures are combined with RCOC road miles and three-year annual accidents. The figures for these three factors (population, miles and accidents) are calculated as the individual community's percentage of the total of each factor in each type of community. For example, county road accidents in a city or village are divided by the total of all county road accidents in all cities and villages.

Separate formulas are used because population in the city/village equation would skew the results toward more densely populated cities with fewer RCOC road miles. In townships, on the other hand, population has been used as a determining factor to prevent the distribution from being skewed toward townships with high road miles and small populations.

Population data is changed only after a decennial census or if the Census Bureau issues revised numbers. The data includes the most recent counts from the 2010 Census.

The most recent traffic accident data available from the Traffic Improvement Association of Oakland County is from 2011 to 2013.

A schedule of events has been established as detailed below. If you are unable to meet any of the dates below, please inform me as soon as possible.

DEADLINE	ACTIVITY
April 2015	Potential project locations submitted to Programming Division for review.
May 2015	Project commitments submitted for projects to be constructed in 2015.
June 2015	Project approval by Road Commission and County Board.
June – November 2015	Design, bidding and/or construction period.

A list of suggested project locations is attached. The list is not in priority order and most do not yet have cost estimates. Also shown are some typical costs for comparison purposes.

In addition, a historical report of your community's Tri-Party Program participation is also attached along with your community's FY2015 allocation. The report lists the projects that have been completed with their associated costs and shows the allocations that have been reserved for future Tri-Party projects.

Please contact me at (248) 645-2000, extension 2266 for further discussion or assistance.

Thomas G. Noechel
Programming Supervisor
Road Commission for Oakland County
31001 Lahser Road
Beverly Hills, MI 48025

**ROAD COMMISSION FOR OAKLAND COUNTY
TRI-PARTY PROGRAM**

City of Oak Park

County Commissioners:

17- Nancy L. Quarles

18- Helaine M. Zack

PROJECT DESCRIPTION	Date of Agmt	Project No.	Add'l										PROJECT TOTAL				
			1980-2005	2006	2007	2008	2009	2010	2011	2012	2012	2013		2014	2015		
Greenfield (10 Mile-Lincoln)	C 8/1/91	36611	105,229														105,229
10 Mile (Greenfield-Cburch) & Sthfld	C 7/1/91	38951	43,444														43,444
Greenfield (n of 10 1/2 Mile)	C 7/22/99	44341	80,808														80,808
Greenfield (8-10 Mile) PE	C 11/7/93	41511	16,646														16,646
Greenfield (8-9 Mile) CONST Est final 8/2003	C 1/10/02	41511	195,177														195,177
Greenfield (9-10 Mile) CONST Est final 6/2005	C 6/27/02	47171	112,505														112,505
10 Mile (Greenfield-Kenosha)	C 4/13/06	48781	50,369	48,511													98,880
10 Mile (Greenfield-Kenosha) concrete repair	C 6/14/07	49101	0	16,050	61,196												77,246
10 Mile (Greenfield-Kenosha) P.E.	C 7/24/08	49451	0			25,000											25,000
10 Mile @ Coolidge	C 10/8/09	50011	0				36,016	61,016		27,753	26,487						160,879
10 Mile Greenfield to east City Limits	C 7/22/10	50491	0						27,869								27,869
AMOUNT REMAINING FOR FUTURE PROJECT			0	0	0	0	0	0	0	0	0	25,174	26,033	24,003	23,280		98,490
TOTAL			604,178	64,561	61,196	61,016	61,016	61,016	27,869	27,753	26,487	34,781	26,033	24,003	23,280		1,042,173
																	1,042,173

2015 TRI-PARTY PROGRAM
CITY OF OAK PARK
ALLOCATION FOR 2015: \$23,280

The following list contains typical safety projects with general costs for your information. Actual project costs will vary depending on location and a preliminary concept and estimate should be requested. Below is the list of potential project sites recommended over the past year or so by citizens and officials; many of these have not been field checked.

SAFETY PROJECTS	GENERAL COSTS
Additional right turn lane at intersection	\$150,000 per approach
Approach paving – subdivision street	\$125,000
Approach paving – primary road	\$150,000
Passing lane	\$100,000
Widen for 150-200' center left-turn lane	\$250,000 per approach
Shoulder paving one side	\$ 90,000 per mile

POTENTIAL PROJECT LOCATIONS

Greenfield Road, 9 Mile Road to I-696

Replace concrete



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: February 16, 2015

AGENDA #

SUBJECT: Payment Application no. 1 for the 2014 Water Reservoir Pumping Station Improvements, M-614.

DEPARTMENT: DPW/Technical & Planning – Engineering *KJY*

SUMMARY: Attached is Payment Application no. 1 for the 2014 Water Reservoir Pumping Station Improvements, M-614. This project will replace two pumps and several valves at the City's reservoir pump station. To date, the project is approximately 27% complete.

<u>FINANCIAL STATEMENT:</u>	Original Contract Amount:	\$212,840.00
	Total Completed to Date:	\$ 63,565.00
	Less Retainage:	\$ 6,356.50
	Net Earned:	\$ 57,208.50
	Deductions:	\$ 0.00
	Balance:	\$ 57,208.50
	Payments to Date:	\$ 0.00
	Amount Due CSM Mechanical:	\$ 57,208.50

RECOMMENDED ACTION: It is recommended that Payment Application no. 1 to CSM Mechanical for the 2014 Water Reservoir Pumping Station Improvements, M-614 be approved for the amount of \$57,208.50. Funding is available in the Water and Sewer Fund No. 592-18-540-930 for this expenditure.

APPROVALS:

City Manager: *KJY*

Department Director: *KJY*

Finance Director: _____

EXHIBITS: Payment Application no. 1

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

To Owner:
 City of Oak Park
 14000 Oak Park Boulevard
 Oak Park, MI 48327
 Attn: Mr. Rocco Fortura

From Contractor:
 CSM Mechanical, LLC
 7400 Hickory Valley Drive
 Fenton, Michigan 48430

Project: Reservoir Pumping Station and Reservoir Fill Control Vault Improvements

Architect: OHM Advisors

Application No.: One (1)
Period To: 01.15.15
Project No.: 2014-0416
Contract Date: 10.22.14

Distribution
 Owner
 Architect
 Contractor

Contract For: Mechanical Scope of Work
CONTRACTORS APPLICATION FOR PAYMENT

Application is made for payment as shown below, in connection with the Contract Continuation sheet Document G703 is attached.

1. Original Contract Sum \$212,840.00
2. Net change by Change Orders \$0.00
3. Contract Sum To Date (line 1 +2) \$212,840.00
4. Total Completed and Stored To Date (Column G on G703) \$63,565.00
5. Retainage:
 - a. 10% of Completed Work \$416.50
 (Column D+E on G703)
 - b. 10% of Stored Material \$5,940.00
 (Column F on G703)
6. Total Earned Less Retainage \$6,356.50
 (Line 4 less Line 5 Total)
7. Less Previous Certificates For Payment (Line 6 From Prior Certificate) \$0.00
8. Current Payment Due \$57,208.50
9. Balance To Finish, Including Retainage (Line 3 Less Line 6) \$155,631.50

Change Order Summary	Additions	Deductions
Total Changes Approved In	\$0.00	\$0.00
Previous months By Owner	\$0.00	\$0.00
Total Approved This Month	\$0.00	\$0.00
Totals	\$0.00	\$0.00
NET Changes By Change Order	\$0.00	\$0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work by the Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the contractor for work for which previous Certificates for Payment were issued and payments received from the Owner and that current payment is now due.

Contractor: CSM Mechanical, LLC
 By: *[Signature]* Date: January 8, 2015
 State of: Michigan
 County of: Livingston
 Subscribed and sworn to before me this 8th day of January, 2015

Notary Public: *[Signature]*
 My Commission expires: May 03, 2017

ARCHITECTS CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge information and belief the Work has progressed as indicated, the quality of the work is in accordance with Contract Documents, and the Contractor is entitled to the payment of the Amount Certified.

AMOUNT CERTIFIED: \$57,208.50

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT: OHM ADVISORS
 By: *[Signature]* Date: 1-21-15

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this contract.

OWNER: City of Oak Park
 Approved by: *[Signature]* Date: 01-15-15

CONTINUATION SHEET

AIA DOCUMENT G703

APPLICATION NUMBER:

One (1)

APPLICATION DATE:

7-Jan-15

PERIOD FROM:

1-Dec-14

ARCHITECT'S PROJECT NO:

0037-13-0021

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed Certification is attached. In tabulation below, amounts are stated to the nearest dollar. Use Column I on Contracts where variable retainage for line items may apply.

A ITEM No.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F Stored Materials (not in D or E)	G TOTAL COMPLETED AND STORED (D+E+F)	G/C %	H BALANCE TO FINISH C-G	I RETAINAGE
			Previous Applications	Work in Place This Application					
1	General Conditions	\$4,510.00	\$0.00	\$450.00		\$450.00	9.98%	\$4,060.00	\$45.00
2	Permitting, Submittals & O & M manuals	\$3,675.00	\$0.00	\$2,375.00		\$2,375.00	64.83%	\$1,300.00	\$237.50
3	Mobilization	\$3,400.00	\$0.00	\$340.00		\$340.00	10.00%	\$3,060.00	\$34.00
4	Supervision and/or Coordination	\$8,300.00	\$0.00	\$1,000.00		\$1,000.00	12.05%	\$7,300.00	\$100.00
5	Process Pump Removals and Replacements	\$67,945.00	\$0.00	\$0.00	\$11,800.00	\$11,800.00	17.51%	\$56,045.00	\$1,180.00
6	Process Valving Procurements & Installation	\$45,980.00	\$0.00	\$0.00	\$12,800.00	\$12,800.00	27.85%	\$33,180.00	\$1,280.00
7	Electrical scope of work	\$89,800.00	\$0.00	\$0.00	\$34,700.00	\$34,700.00	48.71%	\$55,100.00	\$3,470.00
8	Project Clean-up	\$3,630.00	\$0.00	\$0.00		\$0.00	0.00%	\$3,630.00	\$0.00
9	Check, test and start-up procedures	\$2,900.00	\$0.00	\$0.00		\$0.00	0.00%	\$2,900.00	\$0.00
10	Project warranty and demobilization	\$2,720.00	\$0.00	\$0.00		\$0.00	0.00%	\$2,720.00	\$0.00
TOTALS		\$212,640.00	\$0.00	\$4,165.00	\$59,400.00	\$63,565.00	29.87%	\$149,275.00	\$8,386.50

AIA DOCUMENT G702 • CONTINUATION SHEET • APRIL 1978 EDITION • AIA® • © 1978
THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVE., N.W., WASHINGTON, D. C. 20006

CONTRACTOR'S DECLARATION

I hereby declare that I have not, during the period _____

December 1, 2014 to January 15, 2015 A.D., 2015,

performed any work, furnished any material, sustained any loss, damage or delay for any reason, including soil conditions encountered or created, or otherwise done anything for which I shall ask, demand, sue for or claim compensation from _____

THE CITY OF OAK PARK

or his agents, in addition to the regular items set forth in the contract numbered

_____ and dated November 19, 2014

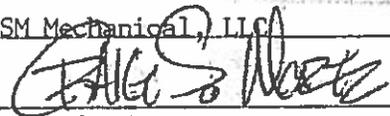
A.D., 20 14 for

**RESERVOIR PUMPING STATION AND
FILL CONTROL VAULT IMPROVEMENTS**

Executed between myself and the Owner, and in the Change Orders for work issued by the Owner in writing as provided there under, except as I hereby make claim for additional compensation and/or extension of time, as set forth on the itemized statement attached hereto.

There ~~X~~ (is not) an itemized statement attached.

Date: January 15, 2015

CSM Mechanical, LLC
By: 
Craig S. Mortz
Title: Member



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: February 16, 2015

AGENDA #

SUBJECT: Payment request from Orchard, Hiltz, & McCliment for Engineering Consulting Services.

DEPARTMENT: DPW/Technical & Planning – Engineering *KJY*

SUMMARY: Attached is an invoice from Orchard, Hiltz & McCliment for the project listed below:

Project	This Period	Prior Billings	To Date	Current Contract	Account Number
CE – Water Reservoir Pumping Station Improvements	\$6,260.00	\$0.00	\$0.00	\$20,000.00	592-18-540-801
Totals	\$6,260.00	\$0.00	\$0.00	\$20,000.00	

RECOMMENDED ACTION: It is recommended that the invoice from OHM for the above listed project be approved for the total amount of \$6,260.00. Funding is available in the above listed account.

APPROVALS:

City Manager: *KJY*

Department Director: _____

Finance Director: _____

EXHIBITS: Invoice

ARCHITECTS. ENGINEERS. PLANNERS.



CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
13700 OAK PARK BLVD.
OAK PARK MI 48237

Invoice Date : 1/6/2015
Invoice # : 159046
Project : 0037-13-0023

Project Name : Construction Services – Oak Park Reservoir Pump Sta & Fill Control Valve

For Professional Services Rendered through: 12/28/2014

S a l a r i e s

Fixed Rates Labor	6,260.00	
	Total Salaries	6,260.00

E x p e n s e s

Regular Expenses	0.00	
	Total Expenses	0.00

Current Invoice	6,260.00
------------------------	----------

Project Fee :	20,000.00
Prior Billings:	0.00
Total Available :	<u>20,000.00</u>

Total this Invoice	6,260.00
---------------------------	----------

Amount Due This Invoice **	<u><u>6,260.00</u></u>
-----------------------------------	------------------------

REMIT TO:

OHM Advisors
34000 PLYMOUTH ROAD
LIVONIA, MICHIGAN 48150

T 734.522.6711
F 734.522.6427

OHM-Advisors.com

ARCHITECTS. ENGINEERS. PLANNERS.



CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
13700 OAK PARK BLVD.
OAK PARK MI 48237

Invoice Date : 1/6/2015
Invoice # : 159046
Project : 0037-13-0023

Fixed Rates Labor

<u>Classification</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Associate	2.00	155.00	310.00
Clerical Aide	0.50	40.00	20.00
Professional Engineer/Architect III	1.50	130.00	195.00
Professional Engineer/Architect IV	37.00	155.00	5,735.00
Rate Schedule Labor			6,260.00

Labor : 6,260.00
Expense : 0.00

Total Project: 0037130023 -- Construction Services -- Oak Park Reservoir Pump Sta & Fill Control Valve 6,260.00

REMIT TO:

OHM Advisors
34000 PLYMOUTH ROAD
LIVONIA, MICHIGAN 48150

T 734.522.6711
F 734.522.6427

OHM-Advisors.com

MERCHANT'S LICENSES – FEBRUARY 16, 2015**(Subject to All Departmental Approvals)**

<u>NEW MERCHANT</u>	<u>ADDRESS</u>	<u>FEE</u>
<u>RENEWALS –</u>		
Impact Media Construction	8558 Nine Mile	\$187.50
Sahni's Inc. 8250 Closet	13251 Ten Mile	\$187.50
Kings Welding Works	8250 Nine Mile	\$187.50
LaDuke Corporation	10311 Capital	\$187.50
Gotta Have Water	10311 Capital	\$187.50
Joyful Tots Childcare Learning	22175 Coolidge	\$150.00
Fallou's African Hair Braiding	22141 Coolidge	\$187.50
Shear Directions	12716 Nine Mile	\$187.50
Kam Bo Inc dba Golden Bowl Inc.	21700 Greenfield 104	\$187.50
Chiropractic Works PC	22120 Coolidge	\$225.00
Intra State Mort Services	21320 Coolidge	\$150.00
Custom Concept Collision	14691 Eleven Mile	\$187.50
Hopeful Harvest Foods Inc.	14051 Eleven Mile	\$150.00
T-Mobile Central	21800 Greenfield	\$150.00
C D Nails	24830 Greenfield	\$150.00
Advance America #1398	13710 Eight Mile	\$150.00
	26038 Greenfield	\$187.50

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** February 16, 2015**AGENDA #****SUBJECT:** Creation of Industrial Development District 15-01, MP Acquisition LLC for property located at 21750 Coolidge, Oak Park, Michigan 48237**DEPARTMENT:** Finance/Assessing**SUMMARY:**

MP Acquisition LLC requested the creation of an Industrial Development District for the property located at 21750 Coolidge.

FINANCIAL STATEMENT:**RECOMMENDED ACTION:**

To adopt the attached resolution creating Industrial Development District 15-01, MP Acquisition LLC. Industrial Development District 15-01 shall expire and become null and void December 30, 2021.

APPROVALS:City Manager: Finance Director: **EXHIBITS:** Application requesting to create Industrial Development District and Resolution to Establish Industrial Development District 15-01.

CITY OF OAK PARK
Application For Establishment of a Plant Rehabilitation
or Industrial Development District

1. Applicant (Company Name) MP Acquisition LLC

Applicant Address 21750 Coolidge Hwy
Oak Park, MI 48237

Address of Proposed Project 21750 Coolidge Hwy
Oak Park, MI 48237

2. Legal Description of Proposed District:
T1N, R11E, SEC 32 N 130 FT OF S 527 FT
OF W 1/4 OF NW 1/4 EXC W 60 FT IN
RD 1.84 A

3. Do you own the Property? Yes No

Please Supply copies of applicable documents: Deed, Land Contract,
Purchase Agreement, Option, other.

4. Type of District Requested:
Industrial Development Plant Rehabilitation

5. Description of Proposed Project including product proposed to be manufactured
size and general description of Project: (Attach separate sheet if necessary)
Improvements to the facility including, but
not limited to, upgrades to electrical capacity and
reorganization of shop floor. The improvements to
the building will aid in the installation of new
laser cutter and press brake machines. The laser
cutter, Mitsubishi 3015E x 45 CFR, will be used
to cut stainless steel. The press brake, LVD Stripit,
PPEC-L 135/30 Ansi, will be used to form stainless steel.

6. Give an estimated cost of the following components for the proposed project:
(Do not include land costs)

Land Improvements (Parking, Lighting, etc.)

Building

Machinery & Equipment

Furniture & Fixtures

0
\$160,000
\$750,000
0

If request for district establishment is granted, itemized cost figures will be required when application for location for Industrial Facilities Exemption Certificate is filed.

7. Time Schedule for Start and Completion of Construction and Equipment Installation:

Building

Start Date:

Completion Date:

1/28/14
4/10/14

Equipment Installation:

Start Date:

Completion Date:

8/04/14
8/31/14

8. Will project buildings be owned _____ or leased X by applicant?

Will machinery & equipment be owned X or leased _____ by applicant?

If either item above will be leased, applicant must be responsible for taxes in order to apply for an Exemption Certificate. A complete unaltered copy of leases will be required when application for Industrial Facilities Exemption Certificate is filed.

9. How many employees do you currently have?

How many employees will you have when this project is completed?

When project is completed what number of employees will be:

Management/Professional:

Semi-skilled:

Office:

15
8
7

Skilled:

Un-skilled:

103
3
28
6

10. TOTAL ESTIMATED ANNUAL PAYROLL?

\$ 3,000,000

11. If this request is for a Plant Rehabilitation District, please complete the following:

Current year SEV of Personal Property

Current year SEV of Real Property (excluded)

NAME OF COMPANY OFFICER

TITLE

SIGNATURE

DATE

Jane Van Dusen
Interim CEO
[Signature]
1/7/2015

**CITY OF OAK PARK
MICHIGAN
RESOLUTION TO ESTABLISH INDUSTRIAL
DEVELOPMENT DISTRICT FOR MP ACQUISITION LLC**

- WHEREAS,** Pursuant to Act No. 198 of the Public Acts of 1974, as amended, the City Council of the City of Oak Park has the authority to establish Industrial Development Districts within the City of Oak Park;
- WHEREAS,** MP Acquisition LLC, has petitioned the City Council of the City of Oak Park to establish an Industrial Development District on its property located at 21750 Coolidge, Oak Park, Michigan hereinafter described;
- WHEREAS,** Construction acquisitions, alterations, or installation of a proposed facility has not commenced at the time of filing the request to establish this district;
- WHEREAS,** Written notice has been given by mail to all owners of real property located within the district, and to the public by newspaper advertisement in the Daily Tribune on January 28, 2015;
- WHEREAS,** On February 16, 2015 a public hearing was held at which all the owners of real property within the proposed Industrial Development District and all residents and taxpayers of the City of Oak Park were afforded an opportunity to be heard thereon; and
- WHEREAS,** The City Council deems it to be in the public interest of the City of Oak Park to establish the Industrial Development District as proposed.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Oak Park that the following described parcel of land situated in the City of Oak Park, Oakland County, and State of Michigan, to wit:

21750 COOLIDGE, IN THE CITY OF OAK PARK, MICHIGAN, AND
IN PARTICULAR DESCRIBED AS:

T1N, R11E, SEC 32 NORTH 130 FEET OF
THE SOUTH 527 FEET OF THE WEST ¼ OF NW ¼
EXCLUDING THE WEST 60 FEET IN ROAD.

Be and hereby is established as an Industrial Development District pursuant to the provision of Act No. 198 of the Public Acts of 1974 to be known as the MP Acquisition LLC Industrial Development District Number 15-01.

NOW FURTHERMORE BE IT RESOVLED that it is the intent of the City Council of the City of Oak Park that said district, MP Acquisition LLC Industrial Development District 15-01, shall expire and become null and void December 30, 2021.

Roll Call Vote: Yes,
 No,
 Absent

I, T. Edwin Norris duly authorized City Clerk of the City of Oak Park, Michigan do
Hereby certify that the above resolution is a true and correct copy of a resolution adopted
by the Oak Park City Council at a Regular Council Meeting held on February 16, 2015.

T. Edwin Norris, City Clerk

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** February 16, 2015**AGENDA #**

SUBJECT: Application of MP Acquisition, LLC for an Industrial Facilities Tax Exemption Certificate for property located at 21750 Coolidge, Oak Park, Michigan 48237

DEPARTMENT: Finance/Assessing

SUMMARY: The City is in receipt of an application for an Industrial Facilities Tax Exemption Certificate from MP Acquisition, LLC, for the property located at 21750 Coolidge, Oak Park, MI 48237. MP Acquisition has requested an exemption for real and personal property for a period of ten (10) years based on their investment of \$909,667. Their investment is projected to create 3 new jobs within 2 years of completion.

The application was reviewed utilizing the tax abatement policy and guidelines established by City Council. Based on their investment, the applicant qualifies for tax abatement. The Assessor is recommending the abatement be for a period of seven (7) years for personal property only. If approved the IFT would begin December 31, 2014.

FINANCIAL STATEMENT:

RECOMMENDED ACTION: To adopt the attached resolution approving the application of MP Acquisitions LLC, for an Industrial Facilities Exemption Certificate for 7 years for personal property.

APPROVALS:

City Manager: KAY

Finance Director: G. Credit

EXHIBITS: Application for Industrial Facilities Tax Exemption Certificate with attached correspondence, copy of resolution approving application, IFT exemption agreement, an affidavit of fees and determination of value currently abated.

Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form, call (517) 373-3302.

To be completed by Clerk of Local Government Unit	
Signature of Clerk 	Date Received by Local Unit January 12, 2015
STC Use Only	
Application Number	Date Received by STC

APPLICANT INFORMATION
All boxes must be completed.

1a. Company Name (Applicant must be the occupant/operator of the facility) MP Acquisition, LLC		1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) 423450	
1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) 21750 Coolidge Hwy, Oak Park, MI, 48237		1d. City/Township/Village (Indicate which) City	1e. County Oakland
2. Type of Approval Requested <input checked="" type="checkbox"/> New (Sec. 2(5)) <input type="checkbox"/> Transfer <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(6)) <input type="checkbox"/> Research and Development (Sec. 2(10)) <input type="checkbox"/> Increase/Amendment		3a. School District where facility is located Oak Park	3b. School Code 190
		4. Amount of years requested for exemption (1-12 Years) 10 years	

5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.

The facility is a manufacturing plant that was improved to facilitate the addition of new equipment. The plant had to be reorganized to accommodate the space required for the new equipment. The electrical capacity of the building was increased as well. The new equipment includes a new press brake, laser cutter, dust collector and lift table.

6a. Cost of land and building improvements (excluding cost of land) * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.	▶ 161,818 Real Property Costs
6b. Cost of machinery, equipment, furniture and fixtures * Attach itemized listing with month, day and year of beginning of installation, plus total	▶ 747,849 Personal Property Costs
6c. Total Project Costs * Round Costs to Nearest Dollar	▶ 909,667 Total of Real & Personal Costs

7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.

	Begin Date (M/D/Y)	End Date (M/D/Y)	
Real Property Improvements	▶ 01/28/2014	09/10/2014	▶ <input type="checkbox"/> Owned <input checked="" type="checkbox"/> Leased
Personal Property Improvements	▶ 08/04/2014	08/31/2014	▶ <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased

8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. Yes No

9. No. of existing jobs at this facility that will be retained as a result of this project. 0	10. No. of new jobs at this facility expected to create within 2 years of completion. 3
--	--

11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.

a. TV of Real Property (excluding land)	N/A
b. TV of Personal Property (excluding inventory)	N/A
c. Total TV	N/A

12a. Check the type of District the facility is located in:
 Industrial Development District Plant Rehabilitation District

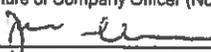
12b. Date district was established by local government unit (contact local unit)

12c. Is this application for a speculative building (Sec. 3(8))?
 Yes No

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name Mike Federspiel	13b. Telephone Number 248-284-0825	13c. Fax Number 248-291-2051	13d. E-mail Address mfederspiel@mopec.com
14a. Name of Contact Person Jane VanDusen	14b. Telephone Number 248-284-0810	14c. Fax Number 248-291-2051	14d. E-mail Address jvandusen@mopec.com
▶ 15a. Name of Company Officer (No Authorized Agents) Jane VanDusen			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number 248-291-2051	15d. Date 1/08/2015
▶ 15e. Mailing Address (Street, City, State, ZIP Code) 21750 Coolidge Hwy, Oak Park, MI, 48237		15f. Telephone Number 248-284-0810	15g. E-mail Address jvandusen@mopec.com

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

▶ 16. Action taken by local government unit <input type="checkbox"/> Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Denied (Include Resolution Denying)	16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (If applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (If applicable)
16a. Documents Required to be on file with the Local Unit Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.	
16c. LUCI Code	16d. School Code
17. Name of Local Government Body	▶ 18. Date of Resolution Approving/Denying this Application

Attached hereto is an original application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time, and that any leases show sufficient tax liability.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

**Michigan Department of Treasury
State Tax Commission
PO Box 30471
Lansing, MI 48909**

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

STC USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal

Total Project Cost

Beginning Installation Date	Amount	Vendor	Description	Category
1/27/2014	\$ 2,933.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
8/14/2014	\$ 15,900.00	MC Machinery Systems	EX Table work lifter system	Personal Property Cost
1/28/2014	\$ 15,000.00	A PLUS INSTALLATIONS INC	Knock down/rebuild mccuskers offic	Real Property Cost
1/29/2014	\$ 2,145.50	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
2/12/2014	\$ 1,980.00	D&D Machinery Movers	Reorginization Costs	Real Property Cost
7/29/2014	\$ 348.50	ACS Cleaning Specialists	Ductwork For Laser Dust Collector	Personal Property Cost
2/14/2014	\$ 3,500.00	Broedell Plubming	Reorginization Costs	Real Property Cost
2/18/2014	\$ 434.26	Voucher	Reorginization Costs	Real Property Cost
3/10/2014	\$ 2,153.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
3/10/2014	\$ 750.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
3/25/2014	\$ 3,710.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
5/2/2014	\$ 21,000.00	MC Machinery Systems	Torrit Dust Collector	Personal Property Cost
5/2/2014	\$ 549,000.00	MC Machinery Systems	Mitsubishi Laser	Personal Property Cost
5/19/2014	\$ 154,365.00	Strippit	LVD Strippit Press Brake	Personal Property Cost
5/2/2014	\$ 4,812.50	D & D Machinery	Freight for Laser	Personal Property Cost
3/27/2014	\$ 6,652.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
3/27/2014	\$ 22,400.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
3/27/2014	\$ 20,000.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
3/27/2014	\$ 14,862.50	DITRI ELECTRIC	Install of Wiring and Amp switch	Real Property Cost
4/14/2014	\$ 1,401.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
4/14/2014	\$ 1,950.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
4/15/2014	\$ 4,321.84	Broedell Plubming	Reorginization Costs	Real Property Cost
4/28/2014	\$ 2,584.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
5/2/2014	\$ 542.88	E00037 JVD	Glass Block windows for laser	Real Property Cost
5/18/2014	\$ 820.61	Encoder ELGO	Software for Laser	Personal Property Cost
5/31/2014	\$ 875.00	METRO AIR	25% Complete move overhead piping	Real Property Cost
6/19/2014	\$ 2,695.00	D&D Machinery movers	Reorginization Costs	Real Property Cost
7/3/2014	\$ 3,875.00	B-Line Electric	Consulting and engineering for Laser	Real Property Cost
7/25/2014	\$ 37,302.46	B-Line Electric	Engineering and materials for Laser	Real Property Cost
5/24/2014	\$ 531.45	WESCO	LIFT TABLE	Personal Property Cost
5/24/2014	\$ 1,070.45	WESCO	LIFT TABLE	Personal Property Cost
8/29/2014	\$ 2,045.00	METRO AIR	100% Complete move overhead piping	Real Property Cost
9/3/2014	\$ 1,900.00	B-Line Electric	DTE cross over to new service	Real Property Cost
9/3/2014	\$ 5,347.00	B-Line Electric	Transformer replacement	Real Property Cost
9/9/2014	\$ 459.00	B-Line Electric	Press brake lamp	Real Property Cost
Total	\$ 909,666.95			

Total Real Property Cost

Beginning Installation				
Date	Amount	Vendor	Description	Category
1/28/2014	\$ 2,933.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
1/28/2014	\$ 15,000.00	A PLUS INSTALLATIONS INC	Reorganization Costs	Real Property Cost
1/29/2014	\$ 2,145.50	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
2/12/2014	\$ 1,980.00	D&D Machinery Movers	Reorganization Costs	Real Property Cost
2/14/2014	\$ 3,500.00	Broedell Plubming	Reorganization Costs	Real Property Cost
2/18/2014	\$ 434.26	Voucher	Reorganization Costs	Real Property Cost
3/10/2014	\$ 2,153.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
3/10/2014	\$ 750.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
3/25/2014	\$ 3,710.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
3/27/2014	\$ 6,652.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
3/27/2014	\$ 22,400.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
3/27/2014	\$ 20,000.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
3/27/2014	\$ 14,862.50	DITRI ELECTRIC	Install of Wiring and Amp switch	Real Property Cost
4/15/2014	\$ 4,321.84	Broedell Plubming	Reorganization Costs	Real Property Cost
4/28/2014	\$ 2,584.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
5/2/2014	\$ 542.88	E00037 JVD	Glass Block windows for laser	Real Property Cost
5/31/2014	\$ 875.00	METRO AIR	25% Complete move overhead piping	Real Property Cost
6/19/2014	\$ 2,695.00	D&D Machinary movers	Reorganization Costs	Real Property Cost
7/3/2014	\$ 3,875.00	B-Line Electric	Consulting and engineering for Laser	Real Property Cost
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8/29/2014	\$ 2,045.00	METRO AIR	100% Complete move overhead piping	Real Property Cost
4/14/2014	\$ 1,401.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
4/14/2014	\$ 1,950.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
9/3/2014	\$ 1,900.00	B-Line Electric	DTE cross over to new service	Real Property Cost
9/3/2014	\$ 5,347.00	B-Line Electric	Transformer replacement	Real Property Cost
9/9/2014	\$ 459.00	B-Line Electric	Press brake lamp	Real Property Cost
Total	\$ 161,818.44			

Total Personal Property Cost

Beginning					
Installation Date	Amount	Vendor	Description	Category	
5/2/2014	\$ 4,812.50	D& D Macninery	Freight for Laser	Personal Property Cost	
5/2/2014	\$ 21,000.00	MC Macninery Systems	Torrit Dust Collector	Personal Property Cost	
5/2/2014	\$ 549,000.00	MC Macninery Systems	Mitsubishi Laser	Personal Property Cost	
5/18/2014	\$ 820.61	Encoder ELGO	Software for Laser	Personal Property Cost	
5/19/2014	\$ 154,365.00	Strippit	LVD Strippit Press Brake	Personal Property Cost	
5/24/2014	\$ 531.45	WESCO	LIFT TABLE	Personal Property Cost	
5/24/2014	\$ 1,070.45	WESCO	LIFT TABLE	Personal Property Cost	
7/29/2014	\$ 348.50	ACS Cleaning Specialists	Ductwork For Laser Dust Collector	Personal Property Cost	
8/14/2014	\$ 15,900.00	MC Macninery Systems	EX Table work lifter system	Personal Property Cost	
Total	\$ 747,848.51				

CITY OF OAK PARK
Application For Establishment of a Plant Rehabilitation
or Industrial Development District

1. Applicant (Company Name) MP Acquisition LLC

Applicant Address 21750 Coolidge Hwy
Oak Park, MI 48237

Address of Proposed Project 21750 Coolidge Hwy
Oak Park, MI 48237

2. Legal Description of Proposed District:
T1N, R11E, SEC 32 N 130 FT OF S 527 FT
OF W 1/4 OF NW 1/4 EXC W 60 FT IN
RD 1.84 A

3. Do you own the Property? Yes No

Please Supply copies of applicable documents: Deed, Land Contract,
Purchase Agreement, Option, other.

4. Type of District Requested: X Industrial Development Plant Rehabilitation

5. Description of Proposed Project including product proposed to be manufactured
size and general description of Project: (Attach separate sheet if necessary)

Improvements to the facility including, but
not limited to, upgrades to electrical capacity and
reorganization of shop floor. The improvements to
the building will aid in the installation of new
laser cutter and press brake machines. The laser
cutter, Mitsubishi 3015E x 45 CFR, will be used
to cut stainless steel. The press brake, LVD Stripit,
PPEC-L 135/30 Ansi, will be used to form stainless steel.

6. Give an estimated cost of the following components for the proposed project:
(Do not include land costs)

Land Improvements (Parking, Lighting, etc.)

0

Building

\$100,000

Machinery & Equipment

\$750,000

Furniture & Fixtures

0

If request for district establishment is granted, itemized cost figures will be required when application for location for Industrial Facilities Exemption Certificate is filed.

7. Time Schedule for Start and Completion of Construction and Equipment Installation:

Building

Equipment Installation:

Start Date:

1/28/14

Start Date:

8/04/14

Completion Date:

9/10/14

Completion Date:

8/31/14

8. Will project buildings be owned _____ or leased X by applicant?

Will machinery & equipment be owned X or leased _____ by applicant?

If either item above will be leased, applicant must be responsible for taxes in order to apply for an Exemption Certificate. A complete unaltered copy of leases will be required when application for Industrial Facilities Exemption Certificate is filed.

9. How many employees do you currently have?

63

How many employees will you have when this project is completed?

3

When project is completed what number of employees will be:

Management/Professional:

15

Skilled:

28

Semi-skilled:

8

Un-skilled:

6

Office:

1

10. TOTAL ESTIMATED ANNUAL PAYROLL?

\$ 3,000,000

11. If this request is for a Plant Rehabilitation District, please complete the following:

Current year SEV of Personal Property

Current year SEV of Real Property (excluded)

NAME OF COMPANY OFFICER

Jane Van Dusen

TITLE

Interim CEO

SIGNATURE

[Signature]

DATE

11/7/2015

**CITY OF OAK PARK
MICHIGAN**

**RESOLUTION APPROVING APPLICATION OF MP ACQUISITION LLC, FOR
INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE FOR A NEW
FACILITY**

Motion by _____, supported by _____,

To adopt the following resolution approving the application of MP Acquisition for an Industrial Facilities Exemption Certificate:

WHEREAS, pursuant to P.A. 198 of 1974, M.C.L. 207.551 et seq., after a duly noticed public hearing held February 16th, 2015, this City Council by resolution established Industrial Development No. 15-01, and

WHEREAS, MP Acquisition LLC has filed an application for an Industrial Facilities Exemption Certificate with respect to a new facility to be acquired and installed within the Industrial Development District No. 15-01; and

WHEREAS, before acting on said application, the City of Oak Park held a hearing on February 16th, 2015, at which the applicant, the Assessor and a representative of the affected taxing units were given written notice and were afforded an opportunity to be heard on said application; and

WHEREAS, installation of new machinery and equipment had not begun earlier than the date of the acceptance of the application for the Industrial Facilities Exemption Certificate; and

WHEREAS, completion of the facility is calculated to and will at the time of issuance have the reasonable likelihood to retain, create, or prevent the loss of employment in the City of Oak Park; and

WHEREAS, the aggregate SEV of real and personal property exempt from ad valorem within the City of Oak Park, after granting this certificate, will not exceed 5% of an amount equal to the sum of the SEV of the unit, plus the SEV of personal and real property thus exempted,

NOW THEREFORE BE IT RESOLVED By the City Council of the City of Oak Park that:

1. The City Council finds and determines that the granting of the Industrial Facilities Exemption Certificate considered together with the aggregate amount of certificates previously granted and currently in force under Act. No. 198 of 1974, shall not have the effect of substantially impeding the operation of the City of Oak Park, or impairing the financial soundness of a taxing unit which levies ad valorem property taxes in the City of Oak Park.

2. The application of MP Acquisition LLC for an Industrial Facilities Exemption Certificate with respect to a new facility, which the personal property to be installed on the following described parcel of real property situated within the City of Oak Park Industrial Development District No. 15-01 to wit:

T1N, R11E, SECTION 32, N 130 FT OF S 527 FT OF
W ¼ OF NW ¼ EXCLUDING W 60 FT IN ROAD

Be and the same hereby approved.

3. The Industrial Facilities Exemption Certificate when issued shall remain in force and effect for a period of 7 years.
4. In accordance with Section 22 of the Act, which requires a written agreement between the local government unit and the person to whom a certificate is to be issued as a condition of the issuance of a new industrial facilities exemption certificate, the City Council hereby approves and authorizes the execution of a written agreement with MP Acquisition LLC, in substantially the form attached hereto, by appropriate City officials, the agreement to provide that if MP Acquisitions LLC moves out of the City before the expiration of the Certificate, or begins to take steps to do so, then MP Acquisitions LLC shall immediately repay to the City the amount of tax benefit derived by the Company as a result of the approval of the Application by the City and issuance of the Certificate by the State Tax Commission, (the "Benefit"), as estimated by the City Treasurer.
5. That all resolutions inconsistent with the foregoing resolution be, and the same hereby are, hereby rescinded.

Roll Call Vote: Yes,
 No,
 Absent

I, T. Edwin Norris duly authorized City Clerk of the City of Oak Park, Michigan do hereby certify that the above resolution is a true and correct copy of a resolution adopted by the Oak Park City Council at a Regular Council Meeting held on February 16, 2015.

T. Edwin Norris, City Clerk

INDUSTRIAL FACILITIES TAX EXEMPTION AGREEMENT

AGREEMENT made effective as of the _____ day of February 2015, by and between **MP ACQUISITION LLC**, 21750 Coolidge, Oak Park, Michigan 48237. (“Company”) and the **CITY OF OAK PARK**, whose address is 14000 Oak Park Boulevard, Oak Park, Michigan 48237 (“City”).

RECITALS

This Agreement is based upon the following:

A. On February 16, 2015 the City Council of the City of Oak Park approved the creation of Industrial Development District Number 15-01 (the “District”).

B. MP Acquisition LLC (the “Company”) plans to occupy certain premises located within the District at 21750 Coolidge, Oak Park, Michigan 48237 (the “Premises”).

C. On January 12, 2015, the Company submitted to the City its Application for an Industrial Facilities Exemption Certificate (the “Application”) with respect to a new facility located on the Premises pursuant to Act 198, P.A. 1974, as amended, MCL 207.551 et seq. MSA 7.800(1) et seq. (the “Act”). The Application describes a plan for the acquisition of new machinery and equipment for installation on the Premises, thereby creating 3 new jobs at the Premises within two years. A copy of the Application is attached hereto and made a part hereof as Exhibit “A”.

D. On February 16, 2015, the City Council conducted a public hearing and adopted a Resolution approving the Company’s Application for an Industrial Facilities Exemption Certificate for the Premises, for a period of seven (7) years, for the Personal Property only. A copy of the resolution is attached hereto and made a part hereof as Exhibit “B”.

E. Pursuant to Section 22 of the Act, a new Industrial Facilities Exemption Certificate shall not be approved and issued by the State Tax Commission (the “STC”) after April 1, 1994, unless a written agreement is entered into between the City and the Company, and filed with the Michigan Department of Treasury.

F. The parties now mutually desire to comply with the aforesaid written agreement requirement of the law in order to obtain approval and issuance of a certificate from the STC.

NOW, THEREFORE, the parties, in consideration of the mutual promises and agreements contained herein, agree as follows:

1. The Company hereby agrees to fulfill the plans outlined in the Application and to promptly commence work thereon. The Company also agrees to provide the City with documentation of the retention and creation of employment, as projected in the Application, upon request of the City.
2. In consideration of the Company's promises and its promised performance of the Project, the City has approved the Company's Application and agrees to forward the approved Application to the STC for approval, and otherwise reasonably cooperate in assisting the Company in obtaining issuance of a Certificate in accordance with the Application and applicable law.
3. In consideration of the efforts of the City, the Company agrees that if it moves out of the City before the expiration of the Certificate, or begins to take steps to do so, then the Company shall immediately repay to the City the amount of the tax benefit derived by the Company as a result of the approval of the Application by the City and issuance of the Certificate by the STC, (the "Benefit"), as estimated by the City Treasurer.
4. The Benefit shall be a lien against the Personal Property acquired as part of the Project and against the Premises, to the same extent and of the same character as the lien provided in Section 40 of Act No. 206 of the Public Acts of 1893, as amended, MCL 211.40. The City may collect the Benefit as a Jeopardy Assessment of Personal Property Taxes pursuant to Act No. 55 of the Public Acts of 1956, as amended, MCL 211.691 through MCL 211.697.
5. The remedies provided to the City herein shall be in addition to, and not in lieu of, any other statutory remedies, including specifically the remedies provided by Section 21 (b) of the Act.
6. All rights and remedies of the City shall be cumulative and none shall be exclusive of any other rights and remedies allowed by law. This Contract shall be construed according to Michigan law.
7. The terms and conditions of the Agreement shall bind and inure to the benefit of each of the parties and their respective successors and permitted assigns.
8. This Agreement may not be assigned by any party without the prior written consent of the other party.
9. This Agreement may be executed in two or more counter parts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties have executed this agreement effective as of the date first stated above.

WITNESS:

**“COMPANY”
MP ACQUISITION LLC**

By: _____

Its: _____

WITNESS:

**“CITY”
CITY OF OAK PARK**

By: _____
Marian McClellan, Mayor

By: _____
Erik Tungate, City Manager

By: _____
T. Edwin Norris, City Clerk

Approved as to form:

Ebony L. Duff
City Attorney

INDUSTRIAL FACILITIES EXEMPTION APPLICATION AFFIDAVIT OF FEES

In accordance with State Tax Commission Bulletin No. 3 dated January 1998, the **Local Unit and Applicant** for the Industrial Facilities Exemption Certificate do hereby acknowledge that payments of any kind in excess of the fee allowed by Public Act 223 of 1996, as amended, whether they be referred to as "fees", "payments in lieu of taxes", "donations", or by other like terms, are contrary to the legislative intent of Act 198 that exemption certificates have the effect of abating all ad valorem property taxes levied by taxing units with the unit of local government which approves the certificate.

We do swear and affirm by our signatures below that "no payment of any kind in excess of the fee allowed, as amended by Public Act 223 of 1996, has been made or promised in exchange for the favorable consideration of an exemption certificate application."

City of Oak Park

Signed: _____



Print Name: Martin D. Bush

Title: City Assessor

Dated: February 10, 2015

Applicant: MP Acquisition, LLC

Signed: _____

Print Name: _____

Title: _____

Dated: _____

CITY OF OAK PARK I.F.T CERTIFICATES
AS OF 2/5/2015

2/9/2015

Pre 1994/ Post 1993	CERT. NUMBER	PARCEL I.D. NUMBERS	EXPIRATION DATE	SCHOOL DISTRICT	CERTIFICATE HOLDER	T.V. REAL	T.V. PERSONAL	RATE HALF/FULL
Alter 12/31/93	2011-1-158	52-IP-11-100-158	12/30/2023	BERKLEY	PARAMOUNT PRECISION PRODUCTS		\$246,390	HALF
Alter 12/31/93	2012-023	52-IP-12-100-023	12/30/2024	OAK PARK	APOLLO HEAT TREATING AND PROCESSING	\$ 375,000	\$3,060,510	HALF
Alter 12/31/93	2012-180	52-IN-12-100-180	12/30/2024	OAK PARK	EATON STEEL CORPORATION	\$ 1,869,000	\$398,720	HALF
Alter 12/31/93	2013-186	52-IN-13-100-186	12/30/2018	BERKLEY	PARAMOUNT PRECISION PRODUCTS		\$ 961,050	HALF
Alter 12/31/93	2013-319	52-IN-13-100-319	12/30/2027	OAK PARK	EATON STEEL CORPORATION			HALF
Alter 12/31/93	2014-156	52-IN-14-100-156	12/30/2021	BERKLEY	PARAMOUNT PRECISION PRODUCTS			HALF

6 Current Industrial Facilities Exemption Certificates
Prior to consideration of Paramount Precision Products Inc. request
City of Oak Park IFT Taxable Value for 6 parcels \$6,910,670
Divided by 2014 City of Oak Park Total Taxable Value \$438,272,370
% of Total Taxable Value 1.5768%


Martin D. Bush, City Assessor

2/10/15
Date

Prepared For:
Rocco Fortuna
City of Oak Park
Oak Park, MI 48237
Phone: (248) 867-2831
Fax: (248) 681-7168

Prepared By:
Paul Roop
Paul Roop
35100 Ford Rd
Westland, MI 48185
Phone: (734) 721-1144
Fax: (734) 721-1780
Email: paul_roop@hotmail.com

2015 Fleet/Non-Retail GMC Sierra 3500HD 4WD Reg Cab 133.6" TK35903

PRICING SUMMARY

PRICING SUMMARY - 2015 Fleet/Non-Retail TK35903 4WD Reg Cab 133.6"

Oakland County / Oak Park

Truck Price	\$26,345.00
Utility Body	7,901.00 (Per body quote)
8' Western Pro Plow	4,922.00 (Includes deflector)
Total	\$39,168.00

Additional available options for Knapheide utility body:

- Rhino-liner rear bumper \$175.00
- Mechanics drawers six drawer in front vertical compartment \$1025.00
- LED Light in all compartments L.E.D. perimeter strip lighting \$799.00
- LED Rear lights amber warning lights. \$228.00
- Rock guard in front of box aluminum rock guards \$195.00
- Vise bracket on rear bumper \$195.00
- 2 grab handles aluminum grab handles \$175.00
- Cable steps both sides on rear bumper \$495.00
- Master lock system \$375.00

Total with all options \$42,830.00

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 353.0, Data updated 9/23/2014
© Copyright 1988-2012 Chrome Data Solutions, LP. All rights reserved.
Customer File:



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: February 16, 2015

AGENDA #

SUBJECT: Request Authorization to pay Revize Government Websites for web services to build the City of Oak Park a new city website.

DEPARTMENT: Information Technology

SUMMARY: After extensive interviews, demonstrations, and discussions with three website vendors, the I.T./P.I. departments have selected Revize Government Websites as the preferred vendor. Revize has over 800 municipal clients nationwide and has their headquarters local to us in Troy, MI. A fixed cost project was established. The total amount is \$13,934, which will cost \$6,912 the 1st year, \$3511 the 2nd year and \$3511 for the 3rd year, with an annual fee of \$3,400 starting the second year. Revize has to allow the city to break out the payments over three years, interest free.

FINANCIAL STATEMENT: A budget amendment is being requested to cover this in the current budget under the 101-12-258-818 account.

RECOMMENDED ACTION: It is recommended that City Council approve the City to pay Revize Government Websites for web services in the amount of \$6,912. Funding is available in the Information Technologies account (101-12-258-818).

APPROVALS:

City Manager: _____

Director of IT: _____

Director of Finance: _____

EXHIBITS: Proposal



Superior Web Design and
Content Management

Web Services Sales Agreement

This Sales Agreement is between City of Oak Park, Michigan ("CLIENT") and Revize LLC, aka Revize Software Systems, ("Revize"). Federal Tax ID# 20-5000179 Date: 2-9-15

CLIENT INFORMATION:	REVIZE LLC:
Company Name: <u>City of Oak Park</u>	Revize Software Systems
Company Address: <u>14000 Oak Park Boulevard</u>	1890 Crooks, Suite 340
	Troy, MI 48084
Company City/State/Zip: <u>Oak Park, MI 48237</u>	
Contact Name: <u>Jeff Schefke</u> <u>Jschefke@ci.oak-park.mi.us</u> (248) 691-7591	
Billing Dept. Contact: _____	

The CLIENT agrees to purchase the following products and services provided by REVIZE:

<u>Quantity</u>	<u>Description</u>	<u>Price</u>
1	Phase 1 – Project Planning and Analysis, onetime fee:	\$ 500.00
1	Phase 2 – Website Design, 1 concept, 3 rounds of changes, onetime fee:	\$ 1,500.00
1	Phase 3 & 4 – Revize Template Development, CMS module Integration, onetime fee:	\$ 6,800.00
1	Phase 5 – QA Testing, onetime fee:	\$ 1,600.00
1	Phase 6 – Site Map Development and Content Migration up to 250 pages & 700 docs:	\$ 1,734.00
1	Phase 7 – On-site Content Editing/Administrator Training, one day session, onetime fee:	\$ 1,600.00
1	Phase 8 – Go Live, onetime fee:	\$ 300.00
1	Phase 9 – Tech Support, CMS Updates, and Website Hosting, pre-paid annual fee: Unlimited Users, up to 10 GB website storage	\$ 3,400.00
1	Special Discount for City of Oak Park, onetime fee	(\$ 3,500.00)

Grand Total: **\$ 13,934.00**

Five year agreement with free website re-design during year five. Revize requires a check for \$6,912 to start this Initiative, Remainder of balance due upon delivery of website for content editor training or the first year anniversary of the project kick off meeting, whichever comes first or take advantage of The Revize Client First Payment Plan on page 2. Revize Annual Services start the day of the Kick Off Meeting. Credit Cards accepted with 3% handling fee.

Terms:

1. **Payments:**
 - All Invoices are Due Upon Receipt. Work begins upon receiving initial payment.
2. This Sales Agreement and our proposal dated 1-29-15 are the only legal documents governing this sale.
3. If additional "as is" content migration is required it will be done for \$3 per web page or document.
4. Both parties must agree in writing to any changes or additions to this Sales Agreement.
5. This Sales Agreement is subject to the laws of the State of Michigan.
6. Pricing expires in 30 days.

AGREED TO BY:

	CLIENT	REVIZE
Signature of Authorized Person: _____	_____	_____
Name of Authorized Person: _____	_____	<u>Joseph J. Nagrant</u>
Title of Authorized Person _____	_____	<u>Sales Director 248-766-9562</u>
Date: _____	_____	_____

Please sign and return to: Joseph Nagrant at Fax # 206-350-0163 or 866-346-8880

Revize provides a free website redesign after four years of paid service, when the client chooses to sign a locked-in rate contract for five years. This includes a lifetime warranty.

Optional Payment Plan – The Revize Client First Plan

The Revize Client First Plan offers local governments an alternative payment plan that makes it easier to purchase a new website on your budget and spreads the one-time project design and development costs over a longer period of time.

Through a minimum three-year contract, The Revize Client First Plan dramatically lowers the one-time project development and start-up costs of launching a new website. What Revize does is combine the one-time and recurring fees and spreading them over the life of the contract. And because we value our continuing relationships with our customers, those who extend their contract beyond the three-year minimum will receive a redesign at the end of their fourth year with Revize Free of Charge.

The Revize Client First Plan Annual Recurring Fees- Interest Free:

First Year: \$6,912

Second Year: \$6,911

Third Year: \$6,911

Four Year: \$3,400

The Following Applications & Features will be integrated into Your Website Project

In addition to the eGov Content Management System that enables non-technical staff to easily and quickly create/update content in the new web site, Revize provides a suite of applications and features specifically designed for municipalities. All of those apps and features are fully described in the following section. The applications and features are grouped into five categories:

- ▶ **Citizen's Communication Center Apps**
- ▶ **Citizen's Engagement Center Apps**
- ▶ **Staff Productivity Apps**
- ▶ **Site Administration and Security Features**
- ▶ **Mobile Device and Accessibility Features**

CITIZEN'S COMMUNICATION CENTER APPS:

- ✓ Alert Center
- ✓ Bid Posting
- ✓ Document Center
- ✓ Email Notify
- ✓ FAQs
- ✓ Job Posting
- ✓ Multi use Business Directory

- ✓ News Center with Facebook/Twitter Integration
- ✓ Online Forms
- ✓ Photo Gallery
- ✓ Quick Link Buttons
- ✓ Revize Web Calendar
- ✓ Person Social Media Sharing App
- ✓ Sliding Feature Bar
- ✓ Language Translator
- ✓ Blogs
- ✓ Polls Single Question, unlimited polls
- ✓ Surveys Multiple questions
- ✓ Text Notification System

CITIZEN'S ENGAGEMENT CENTER APPS:

- ✓ Citizen Request Center with Captcha
- ✓ Online Bill Pay
- ✓ RSS Feed

STAFF PRODUCTIVITY APPS:

- ✓ Agenda Posting Center
- ✓ Employee Intranet
- ✓ Job Posting App
- ✓ Image Manager
- ✓ Link Checker
- ✓ Menu Manager
- ✓ Online Form Builder
- ✓ Staff Directory
- ✓ Website Content Archiving
- ✓ Website Content Scheduling

SITE ADMINISTRATION AND SECURITY FEATURES:

- ✓ Audit Trail
- ✓ Auto Site Map Generator
- ✓ History Log
- ✓ Roles and Permission-based Security Mode
- ✓ Secure Site Gateway
- ✓ Unique Login/Password for each Content Editor
- ✓ Web Statistics and Analytics
- ✓ Workflows by Department

MOBILE DEVICE AND ACCESSIBILITY FEATURES

- ✓ Font Size Adjustment
- ✓ Alt-Tags
- ✓ Responsive Website Design (RWD) –Latest Government Design Trend to accommodate better viewing of text and graphics for any size screen, i.e smart phones, tablets, iPads, iPhones, Windows and Android devices



15C

CITY OF OAK PARK

OFFICE OF THE CITY CLERK

Agenda Item Request

BUSINESS OF THE CITY COUNCIL CITY OF OAK PARK, MICHIGAN

AGENDA OF: February 16, 2015

SUBJECT: Budget Adjustment

DEPARTMENT: Finance

SUMMARY: Act 621 of the Public Acts of 1978 requires budget adjustments when it becomes known that a possible deficit condition may exist for Fiscal Year 2014-2015.

RECOMMENDED ACTION: It is recommended that the following budget adjustment be approved:

<u>Expenditure</u>	<u>Budget Increase</u>	<u>Funding Source</u>
GENERAL FUND Management Information Service 101-12.258-818.000 (new)	\$6,912	Undesignated Fund Balance

APPROVALS:

CITY MANAGER: _____

FINANCE DIRECTOR: *A. Credit*

DIRECTOR: _____