

**REGULAR MEETING OF THE CITY COUNCIL
OF THE CITY OF LANSING, MICHIGAN**

**TONY BENAVIDES LANSING CITY COUNCIL CHAMBERS
LANSING CITY HALL, 10th FLOOR
124 W. MICHIGAN AVENUE**

September 23, 2024 at 7:00 PM



TO THE HON. MAYOR AND MEMBERS OF THE CITY COUNCIL:

The following items were listed on the agenda in the City Clerk's Office in accordance with Section 3-103(2) of the City Charter and will be ready for your consideration at the regular meeting of the City Council at the Tony Benavides Lansing City Council Chambers, 10th Floor, City Hall.

Roll Call

Meditation And Pledge Of Allegiance

Approval Of Printed Council Proceedings

1. August 26 and September 9, 2024

Consideration Of Late Items (Suspension of Council Rule #9 is needed to allow consideration of late items. Late items will be considered as part of the regular portion of the meeting to which they relate.)

Tabled Items

Special Ceremonies And Presentations

2. Tribute; in recognition of Lansing Church of God in Christ's 100th Anniversary (PEND-3805)
3. Amending Chapter 1236, Design Standards for Parcel Dimensions (PEND-3783)

Comments By Council Members And City Clerk

Community Event Announcements (Time, place, purpose, or definition of event – 1 minute limit)

Speaker Registration For Public Comment On Legislative Matters

4. Virtual Participation is available for Public Comment on Legislative Matters. Legislative Matters consist of the following items on the agenda: Public Hearings (other than show cause hearings), Consent Agenda Items, Resolutions, Ordinances for Introduction, and Ordinances for Passage. Sign up by 3 p.m. on Council Meeting days using the following link:
<https://events.gcc.teams.microsoft.com/event/2bec5e59-499d-45a3-84b4-a6f260589d15@87509dee-095b-4ff8-ba5a-0035cdfc715d>

Mayor's Comments

Show Cause Hearings

Public Comment On Legislative Matters (Legislative matters consist of the following items on the agenda: public hearings, resolutions, ordinances for introduction, and ordinances for passage. The public may comment for up to three minutes. Speakers must sign up on BLUE form.)

Scheduled Public Hearings

5. Payment in Lieu of Taxes (PILOT); Riverview 220 Apartments, 220 E. Kalamazoo St. (PEND-3788)
6. Payment in Lieu of Taxes (PILOT); Grand Vista Place, 500 block of S. Grand Ave. (PEND-3790)

Council Consideration Of Legislative Matters

Referral Of Public Hearings

Consent Agenda

Resolutions For Action

7. Tribute; in recognition of Lansing Church of God in Christ's 100th Anniversary (PEND-3805)
8. Setting a Show Cause Hearing on Orders to Make Safe or Demolish to the owners of 1044 Ontario St. (PEND-3775)

Reports From Council Committees

Ordinances For Introduction And Setting Of Public Hearings

9. Amending Chapter 1236, Design Standards for Parcel Dimensions (PEND-3783)

Ordinances For Passage

Speaker Registration For Public Comment On City Government Related Matters

Reports Of City Officers, Boards, And Commissions; Communications And Petitions; And Other City Related Matters (Motion that all items be considered as being read in full and that the proper referrals be made by the President)

Item(s) from the City Clerk re:

10. Minutes of Boards and Commissions placed on file in the Clerk's Office
11. Grant Acceptance; Institute for Responsive Government Election Administration Grant (PEND-3819)

Item(s) from the Mayor re:

12. Appointment; Jonathan Smith as an At-large Member of the Lansing Economic Development Corporation / Tax Increment Finance Authority / Lansing Brownfield Redevelopment Authority Board of Directors for a term to expire February 28, 2029 (PEND-3807)
13. Obsolete Property Rehabilitation Act (OPRA) District; 1102 S. Washington Ave., Reo Ventures, LLC (PEND-3810)
14. Setting a Public Hearing on Obsolete Property Rehabilitation Act (OPRA) District; 1102 S. Washington Ave., Reo Ventures, LLC (PEND-3809)

15. Obsolete Property Rehabilitation Act (OPRA) Certificate; 1102 S. Washington Ave., Reo Ventures, LLC (PEND-3812)
16. Setting a Public Hearing on Obsolete Property Rehabilitation Act (OPRA) Certificate; 1102 S. Washington Ave., Reo Ventures, LLC (PEND-3811)
17. Amending Chapter 606, Section 606.02, to prohibit the placement of signs in or on the public right of way and public buildings, places, and facilities (PEND-3815)
18. Setting a Public Hearing on Amending Chapter 606, Section 606.02, to prohibit the placement of signs in or on the public right of way and public buildings, places, and facilities (PEND-3816)
19. Amending Chapter 203, Section 203.03, to establish the service requirements for municipal civil infraction violations arising from the unauthorized placement of signs (PEND-3817)
20. Setting a Public Hearing on Amending Chapter 203, Section 203.03, to establish the service requirements for municipal civil infraction violations arising from the unauthorized placement of signs (PEND-3818)
21. Contract Approval; Michigan Department of Transportation (MDOT) Trunkline Maintenance (PEND-3806)
22. Grant Acceptance; Automobile Theft Prevention Authority (ATPA) Grant (PEND-3804)
23. Grant Acceptance; MI Local Retirement Grant Program (PEND-3808)
24. Sole Source Purchase; Lansing Police Department requests All City Management Services as the vendor for City of Lansing's School Crossing Guard Program

Item from Board of Public Service re:

25. Board of Public Service Budget Priorities for Fiscal Year 2025-2026

Communications and Petitions

26. Affidavit of Disclosure; Nicholas Hughett, Lansing Police Department

Motion Of Excused Absence

Remarks By Council Members

Remarks By The Mayor Or Executive Assistant

Public Comment On City Government Related Matters (City government related matters are issues or topics relevant to the operation or governance of the city. The public may comment for up to three minutes. Speakers must sign up on YELLOW form.)

Adjournment



CHRIS SWOPE, CITY CLERK

Persons with disabilities who need an accommodation to fully participate in this meeting should contact the City Clerk's Office at (517) 483-4131 (TTY 711). 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation request.



**Official Proceedings of the City Council
City of Lansing
August 26, 2024**

Tony Benavides Lansing City Council Chambers
Lansing, Michigan

The City Council of the City of Lansing met in regular session and was called to order at 7:00 p.m. by Vice President Hussain.

PRESENT: Council Members Brown, Hussain, Jackson, Kost, Pehlivanoglu, Spadafore

ABSENT: Council Members Garza, Carter

A quorum was present.

Council observed a moment of Meditation followed by the Pledge of Allegiance led by Vice President Hussain.

Approval of Printed Council Proceedings

By Council Member Spadafore

To approve the printed Council Proceedings of July 22, 2024.

Motion Carried

Comments by Council Members and the City Clerk

Council Member Hussain thanked those who attended the joint South Lansing Constituent Contact Meeting and took note of the upcoming Rejuvenate South Lansing meeting.

Speaker Registration for Public Comment on Legislative Matters

City Clerk Swope announced that the public comment registration form(s) for those intending to address Council on legislative matters will be collected and that only those persons who have fully completed the form(s) will be permitted to speak.

Mayor's Comments

Mayor Schor thanked CATA for extending their route to assist businesses on Michigan Ave. during current construction. He thanked a number of groups for holding events including: Missionary Baptist Church for their car show, Pilgrim Rest Church for the "Prayers and Cares" event, the Eastside Neighborhood Association for their festival, Ingham County for *Unity in the Community*, the City staff who pitched in for the senior fair, Brotherhood Against Drugs for their backpack giveaway, Churchill Downs for their annual cleanup, and two mobile food distributions that took place. He announced the City's final concert for the year where the Lansing Symphony will be playing and congratulated the Lugnuts for their season. Mayor Schor wished all City staff a happy Labor Day.

Public Comment on Legislative Matters

Legislative Matters included the following public hearings:

Lansing Gateway Corridor Improvement Authority, Development & Tax Increment Finance Plan

Payment in Lieu of Taxes (PILOT); Genesee Senior Apartments, 835 W. Genesee St

Brownfield Plan #81 Amendment No.1; Neogen Expansion, 720 E. Shiawassee St. and 703 E. Michigan Ave.

Council Member Brown gave an overview of the public hearings.

Public Comment on Legislative Matters:

Tim Damon spoke in support of Brownfield Plan #81.

Bill Black spoke about Brownfield Plan #81.

Keith Wasilenski spoke about Brownfield Plan #81.

Amy Rocklin spoke about Brownfield Plan #81.

Alicia Maida spoke about the Payment in Lieu of Taxes (PILOT); Genesee Senior Apartments.

Lauren DelCamp spoke about the Payment in Lieu of Taxes (PILOT); Genesee Senior Apartments.

Ashlyn Keeling spoke about the Payment in Lieu of Taxes (PILOT); Genesee Senior Apartments.

Marshall Clabeaux spoke about the Payment in Lieu of Taxes (PILOT); Genesee Senior Apartments.

Scott Murto spoke about the Payment in Lieu of Taxes (PILOT); Genesee Senior Apartments.

William Lawrence spoke about the Payment in Lieu of Taxes (PILOT); Genesee Senior Apartments.

Petra Mills spoke about the Payment in Lieu of Taxes (PILOT); Genesee Senior Apartments.

Luna Brown spoke about the appointment of Hanna Nelson as member of the Diversity, Equity and Inclusion Advisory Board.

Clerk Swope acknowledged written communications.

Legislative Matters

Referral of Public Hearings

Lansing Gateway Corridor Improvement Authority, Development & Tax Increment Finance Plan
Referred to the Committee on Development and Planning

Payment in Lieu of Taxes (PILOT); Genesee Senior Apartments, 835 W. Genesee St
Referred to the Committee of the Whole and Placed on File

Brownfield Plan #81 Amendment No.1; Neogen Expansion, 720 E. Shiawassee St. and 703 E. Michigan Ave.
Referred to the Committee on Development and Planning

Consent Agenda

By Council Member Spadafore

To approve items 8-13 on the Consent Agenda.

Motion Carried

Resolution #2024-179

By the Committee on City Operations
Resolved by the City Council of the City of Lansing

WHEREAS, the Licensing and Enforcement Division of the Michigan Liquor Control Commission received a request from Irish House Company for a SDM and Class C license, Sunday sales (AM/PM), dance, entertainment, and outdoor service area permits at 1910 West Saginaw, Lansing; and

WHEREAS, the Committee on City Operations met on August 21, 2024, and reviewed the request with affirmative action taken;

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council, hereby, approves the request from Irish House Company. for a SDM and Class C license, Sunday sales (AM/PM), dance, entertainment, and outdoor service area permits at 1910 West Saginaw St.

Adopted as part of the Consent Agenda

Resolution #2024-180

By the Committee on City Operations
Resolved by the City Council of the City of Lansing

WHEREAS, Lansing Promise has requested a resolution of recognition as a Local Nonprofit Organization operating in the City of Lansing for the purpose of obtaining a charitable gaming license pursuant to MCL 432.103a ; and

WHEREAS, the City Attorney has reported that, based on a review of the documentation submitted, the applicant qualifies as a Local Nonprofit Organization;

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, recognizes Lansing Promise as a Local Nonprofit Organization operating in the City of Lansing for the purpose of obtaining a charitable gaming license.

BE IT FURTHER RESOLVED the City Clerk is requested to provide a copy of this resolution to Lansing Promise of 1221 Reo Rd Lansing MI 48910.

Adopted as part of the Consent Agenda

Resolution #2024-181

By the Committee on Ways and Means
Resolved by the City Council of the City of Lansing

WHEREAS, fees for services are to be approved by Lansing City Council; and

WHEREAS, administration is submitting fees for consideration and approval for Building Safety fees which will be implemented upon approval by City Council; and

WHEREAS, the Economic Development and Planning Department has undergone an external review of its fee structure related to these activities; and

NOW, THEREFORE, BE IT RESOLVED the Lansing City Council approves the fee schedule as stated below in this resolution, effective on the date of passage of this resolution for Building Safety services:

BE IT FINALLY RESOLVED, the proposed fees are as follows:

Mechanical Fees	Current	Proposed
1. Base Fee: Includes 1 inspection	110.00	120.00
2. License Registration (once per cycle)	15.00	15.00
3. Furnace Replacement (includes duct transition, gas piping, venting)	45.00	45.00
4. Air Conditioning (includes split systems)	30.00	30.00
5. Humidifiers/Air Cleaners	10.00	10.00
6. Water Heater	15.00	15.00
7. Boiler Residential 5 units or less	45.00	45.00
8. Boiler Commercial – Also requires State Permit (includes: gas piping, venting, combustion air)	45.00	45.00
9. Solid Fuel Equipment/Gas Fireplace (includes: chimney)	45.00	45.00
10. Chimney, factory built (installed separately), B Vent, PVC Venting, Liner	25.00	25.00
11. Damper	10.00	10.00
12. Gas Piping; (Residential) each opening-new installation Minimum \$25 or \$5 per outlet over 5 outlets	25.00	25.00
13. Solar: set of 3 panels – fluid transfer (including piping)	30.00	30.00
14. Dryer, Bath & Kitchen Exhaust (residential exhaust fan)	15.00	15.00
15. Type 1 Hood Suppression	60.00	60.00
16. Gas/Oil Burning Equipment (ROOF TOP UNITS, generators)	40.00	40.00
17. Heat Pumps/Geothermal (complete residential)	45.00	45.00
18. Heat Recovery Units	10.00	10.00
19. Commercial Heat Pumps (pipe not included)	25.00	25.00
20. Commercial Hoods/Kitchen Type 1 or 2	60.00	60.00
21. Duct – minimum fee \$25.00	\$.10/ft	\$.10/ft
22. Unit Heaters (terminal units)	30.00	30.00
23. Unit ventilators/PTAC Units	15.00	15.00
24. Exhausters	15.00	15.00
Mechanical Fees (continued)	Current	Proposed
25. Air Handlers/Heat Wheels under 10,000 CFM	30.00	30.00
26. Air Handlers/Heat Wheels over 10,000 CFM	60.00	60.00
27. V.A.V. Boxes	15.00	15.00
28. Coils (Heat/Cool)	30.00	30.00

29. Refrigeration (split system)	30.00	30.00
30. Chiller	60.00	60.00
31. Cooling Towers	60.00	60.00
32. Compressor / Condenser	30.00	30.00
33. Fire Suppression Sprinkler Heads	0.50 each	0.50 each
34. Fire Suppression Hydrostatic Testing	150.00	150.00
35. Fire Suppression System Main Flushing Test	80.00	80.00
36. Fire Suppression Main Drain Test	80.00	80.00
37. Fire Suppression Inspection Per Floor	80.00	80.00
38. Piping - Fire Suppression - Per floor Minimum \$25	\$.10/ft	\$.10/ft
39. Tank inspection fee (CO2, LP, Oil, etc.).	New	35.00
40. Other fixtures not listed	New	25.00
41. Additional Inspection Fee (each inspection)	80.00	80.00
42. Investigative Fee (each inspection)	200.00	200.00
Electrical Fees		
1. BASE FEE: Includes 1- inspection	110.00	120.00
2. License Registration	15.00	15.00
3. Service: Thru 100 amps	30.00	30.00
4. Service: over 100 amp thru 600 amp	35.00	35.00
5. Service: over 600 amp thru 1,000amp	50.00	50.00
6. Service: over 1,000amp thru 1,600amp	90.00	90.00
7. Service: over 1,600 amp	150.00	150.00
8. Circuits (each)	9.00	9.00
9. Signs	35.00	35.00
10. Feeders, Bus Ducts etc. Per 50' (or fraction thereof)	25.00	25.00
11. Lighting Fixtures/Smoke Detectors Per 25 units (or fraction thereof)	17.00	17.00
12. Power Outlets (Including ranges, dryers, etc)	10.00	10.00
13. Dishwasher or Garbage Disposal each)	8.00	8.00
14. Electrical Heating Units (Baseboard)	13.00	13.00
15. Unit Heater: Below 150,000 BTU's	17.00	17.00
16. Unit Heater: 150,000 BTU's and above	33.00	33.00
17. Furnace or Heat Pump (each)	10.00	10.00
18. KVA & HP rated equipment Thru 20 KVA or HP	22.00	22.00
19. KVA & HP rated equipment 21 thru 40 KVA or HP	28.00	28.00
20. KVA & HP rated equipment 41 thru 60 KVA or HP	33.00	33.00
21. KVA & HP rated equipment 61 thru 80 KVA or HP	49.00	49.00
22. KVA & HP rated equipment 81 thru 100 KVA or HP	60.00	60.00
Electrical Fees (continued)	Current	Proposed
23. KVA & HP rated equipment 101 thru 150 KVA or HP	72.00	72.00
24. KVA & HP rated equipment 126 thru 150 KVA or HP	83.00	83.00
25. KVA & HP rated equipment 151 and up KVA or HP	94.00	94.00

26. Solar Photovoltaic System (Each Panel)	13.00	13.00
27. Fire Alarm (Wiring & Devices) Thru 10 stations and horns	83.00	83.00
28. Fire Alarm Additional station & horns (each)	9.00	9.00
29. Swimming Pool	44.00	44.00
30. Control Wiring: 20 outlets or less	83.00	83.00
31. Control Wiring: Additional Outlets Over 20 (each)	6.00	6.00
32. Data / Telecommunication Outlets Line (1-19 Devices)	\$5 ea.	\$5 ea.
33. Data / Telecommunication Outlets Line (20-300 Devices)	100.00	100.00
34. Data / Telecommunication Outlets Line (Over 300 Devices)	300.00	300.00
35. Additional Inspection Fee (Each Inspection)	80.00	80.00
36. Investigation Fee (Each Inspection)	200.00	200.00
Plumbing Fees		
Base Fee (1 Inspection)	110.00	120.00
Acid Waste	22.00	22.00
Automatic Washer Waste	12.00	12.00
Back Flow Preventers; ¾" or less	13.00	13.00
Back Flow Preventers; 1" – 1 ¼"	20.00	20.00
Back Flow Preventers; 1 ½" – 2"	30.00	30.00
Back Flow Preventers; Over 2"	45.00	45.00
Back Water Valve; 1 ½" & up	20.00	20.00
Bathtub or Shower	12.00	12.00
Chimney Liner in addition to a water heater	25.00	25.00
Dental Chair	25.00	25.00
Dish Washing Machine	15.00	15.00
Drinking Fountain	20.00	20.00
Floor Drain	10.00	10.00
Garbage Disposal	9.00	9.00
Grease Trap	22.00	30.00
Indirect Waste	20.00	20.00
Inside Conductor: Roof Sump – Each Head	15.00	15.00
Laundry Tub	10.00	10.00
Lavatory	9.00	9.00
Manufactured Housing/Mobile Home	20.00	20.00
Med Gas/Vac Piping; ¾ -1	20.00	20.00
Med Gas/Vac Piping; 1 ¼" – 1 ½"	30.00	30.00
Med Gas/Vac Piping; 2"	40.00	40.00
Plumbing Fees (continued)	Current	Proposed
Med Gas/Vac Piping; Over 2"	50.00	50.00
Med Gas Outlets (each)	5.00	5.00
Sand Trap	20.00	20.00
Sewage Ejector	25.00	25.00

Bathtub or Shower Valve	12.00	12.00
Sink; Single Bowl	10.00	10.00
Sink; Slop	15.00	15.00
Sink; Two-Compartment or Bar	12.00	12.00
Sink; Three-Compartment	15.00	15.00
Soil Waste Vent Stack or Air Admittance Valve 3 Stories or less	25.00	25.00
Soil Waste Vent Stack or Air Admittance Valve over 3 stories; each	35.00	35.00
Sump Pump	12.00	20.00
Urinal	10.00	10.00
Water Closet	12.00	12.00
Water Distribution System 3 Stories or less; ¾" or less	25.00	25.00
Water Distribution System 3 Stories or less; 1"	30.00	30.00
Water Distribution System 3 Stories or less; 1 ½"	35.00	35.00
Water Distribution System 3 Stories or less; 2" & Over	45.00	45.00
Water Distribution System over 3 Stories; Each Story	35.00	35.00
Water Heater 50 Gallons or less	15.00	15.00
Water Heater over 50 Gallons	25.00	25.00
Sub-soil drainage/footing tile	New	25.00
Radon vent inspection fee.	New	25.00
Manhole/catch basins	New	30.00
Other Fixtures Not Listed	25.00	25.00
Each Additional Inspection	80.00	80.00
Investigation Fee	200.00	200.00
Building Sewer (exterior building to property line)	75.00	75.00
License Registration	15.00	15.00
Base Building Permit Fee (by valuation)		
\$1.00 to \$2,000	110.00	120.00
\$2001 to \$4,000	130.00	140.00
\$4,001 to \$10,000	165.00	175.00
\$10,001 to \$15,000	210.00	220.00
\$15,001 to \$50,000	\$210 1st \$15K plus \$7.50 each additional \$1K	\$220 1st \$15K plus \$7.50 each additional \$1K
\$50,001 to \$1,000,000	\$472.50 1st \$50K plus \$6.50 each additional \$1K	\$482.50 1st \$50K plus \$6.50 each additional \$1K
Base Building Permit Fee (by valuation, continued)	Current	Proposed
\$1,000,001 to \$5,000,000	\$6,647.50 1st \$1M plus \$5.25 each	\$6,657.50 1st \$1M plus \$5.25 each

	additional \$1K	additional \$1K
\$5,000,001 to \$10,000,000	\$27,647.50 1st \$5M plus \$4.25 each additional \$1K	\$27,657.50 1st \$5M plus \$4.25 each additional \$1K
\$10,000,001 and up	\$48,897.50 1st \$10M plus \$3 each additional \$1K	\$48,907.50 1st \$10M plus \$3 each additional \$1K
Plan Review Fee		
Residential structures with valuation more than \$3,000	20% of building permit fee	20% of building permit fee
Commercial and Multi-Family (including attached R3) Structures:	56% of the building permit fee	56% of the building permit fee
Additional reviews billed 1/2 increments (minimum hour)	100.00	100.00
Building Permit Fees Based On Work Not Involving A Square Footage Computation		
Siding - Residential buildings	110.00	120.00
Siding - Commercial	Value of Work	Value of Work
Swimming Pool Installation Fee	110.00	120.00
Roofing - Single Family/Residential	110.00	120.00
Roofing - Commercial	Value of Work	Value of Work
Inspections		
Additional Inspection Fee	80.00	80.00
Investigation Fee	200.00	200.00
Demolition Permit Fees		
Private garages or sheds:	110.00	120.00
Single Family (R3) Dwellings (include garage):	170.00	170.00
Commercial Buildings and Multi – Family (R1 & R2):	Value of Work	Value of Work
Moving Permit Fees		
All buildings and structures less than 500 square feet in area and less than 17 feet high when loaded:	120.00	120.00
All buildings over 500 square feet in area over 17 feet high:	155.00	155.00
Board Of Appeals & Administrative Modifications		
Single Family Residential:	125.00	125.00
Commercial:	200.00	200.00

Single Family Residential Rentals:	200.00	200.00
Other Fees	Current	Proposed
Commercial Paper Application Fee:	35.00	35.00
Commercial Construction Document – Electronic Conversion (11 x 14 and smaller, per sheet):	2.50	5.00
Commercial Construction Document – Electronic Conversion (larger than 11 x 14, per sheet):	5.00	1.50
Building Permit Application – Electronic Conversion (per page):	1.50	35.00
Building Permit Application fee (Contractors only):	35.00	25.00
Special Inspector Approval (per discipline/per firm):	25.00	25.00

Adopted as part of the Consent Agenda

Resolution #2024-182

By the Committee on Ways and Means
Resolved by the City of Lansing City Council

WHEREAS, the City of Lansing submitted a grant proposal on June 21, 2024, to request funding in the amount of \$20,000.00 to support costs associated with being a connector to families of the BOLD services thru testing ideas, planning projects, and supporting existing strategies that respond to community needs and was awarded the grant on July 24, 2024; and

WHEREAS, the City of Lansing's Office of Financial Empowerment, which is as of July 1, 2024, part of the Department of Economic Development and Planning, will be receiving said funding from National League of Cities (NLC) for the purposes of advancing economic mobility; and

WHEREAS, this funding was the result of a competitive application process; and

WHEREAS, the award for \$20,000.00 does not require a local match.

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council approves acceptance of the funding in the total amount of \$20,000.00 for the period beginning on the date of council approval for the City of Lansing and ending on January 31, 2025.

BE IT FINALLY RESOLVED, the Administration is authorized to create appropriate accounts and to make the necessary operating transfers for the expenditure and control of the balance of the grant funds.

Adopted as part of the Consent Agenda

Resolution #2024-183

By the Committee on Ways and Means
Resolved by the City Council of the City of Lansing

WHEREAS, In April, Lansing Police Department (LPD) submitted an application to the Battle Creek Community Foundation for participation as a pass-through entity for a Project Safe Neighborhood project with the purpose of purchasing Cameras for safety monitoring and firearm lock boxes to be handed out at community events; and

WHEREAS, LPD was informed on August 5th 2024, that it has been approved to receive grant funding reimbursement of goods; and

WHEREAS, the total grant compensation is \$22,020 of which there is no local match; and

WHEREAS, LPD plans to utilize the grant funds to purchase 100 wi-fi cameras @ \$110.10 each and 100 firearm lockboxes @ \$110.10; and

WHEREAS, the grant period ends September 30, 2024.

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council approves acceptance of the \$22,020 grant from Battle Creek Community foundation; and

BE IT FINALLY RESOLVED, that the Administration is authorized to create appropriate accounts and to make the necessary operating transfers for the expenditure and control of the balance of the awarded grant funds.

Adopted as part of the Consent Agenda

Resolution #2024-184

By the Committee of the Whole
Resolved by the City Council of the City of Lansing

WHEREAS, the City of Lansing and the Capitol City Labor Program Inc., Non-Supervisory Unit have negotiated additional provisions to the collective bargaining agreement (the "CBA") for the period covering July 1, 2022 through June 30, 2026, which is summarized in the Tentative Agreement Document approved by the parties ("Tentative Agreement"), and which contains the changes to the prior CBA; and

WHEREAS, the Union membership ratified this agreement on August 16, 2024; and

WHEREAS, the Mayor recommends the CBA, as summarized in the Tentative Agreement, be approved;

NOW, THEREFORE BE IT RESOLVED, that the City Council hereby ratifies the Tentative Agreement of the parties for the CBA between the City of Lansing and the Union, Capitol City Labor Program Inc., Non-Supervisory Unit for the period covering July 1, 2022 through June 30, 2026.

Adopted as part of the Consent Agenda

Resolutions

Resolution #2024-185

By the Committee on Equity Diversity & Inclusion
Resolved by the City Council of the City of Lansing

WHEREAS, the Mayor has recommended the appointment of Hannah Jones-Nelson as the 2nd Ward member of the Diversity, Equity, and Inclusion Advisory Board for a term to expire June 30, 2026; and

WHEREAS, the Mayor's office has confirmed with this resolution, that they have vetted the applicant based on the original application and believes that the applicant meets the qualifications as required by the City Charter; and

WHEREAS, the Committee on Equity Diversity & Inclusion met on August 14, 2024 and took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the appointment of Hannah Jones-Nelson as the 2nd Ward member of the Diversity, Equity, and Inclusion Advisory Board for a term to expire June 30, 2026.

By Council Member Jackson

Motion Carried

City Clerk Swope administered the Oath of Office to Hannah Jones-Nelson as the 2nd Ward member of the Diversity, Equity, and Inclusion Advisory Board.

Resolution #2024-186

By the Committee on City Operations
Resolved by the City Council of the City of Lansing

WHEREAS, the Mayor has made the appointment of Charles Paul Calati Jr. as an At-Large member of the Arts and Culture Commission for a term to expire June 30, 2028; and

WHEREAS, the Mayor's office has confirmed that this resolution, that they have vetted the applicant based on the original application and believes that the applicant meets the qualifications as required by the City Charter; and

WHEREAS, the Committee on City Operations met on July 3, 2024 and took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the appointment of Charles Paul Calati Jr. as an At-Large member of the Arts and Culture Commission for a term to expire June 30, 2028.

By Council Member Jackson

Motion Carried

City Clerk Swope administered the Oath of Office to Charles Paul Calati Jr. as an At-Large member of the Arts and Culture Commission.

Resolution #2024-187

By the Committee on Public Safety
Resolved by the City Council of the City of Lansing

WHEREAS, the Code Compliance Officer has determined that the building located at 1342 N. WALNUT ST., 33-01-01-09-180-011 S 21 FT LOT 8 & N 26 FT LOT 7; SMITH'S SUB OF LOT 3 & PART OF LOT 4 BLOCK 25, City of Lansing, is an unsafe or dangerous building as defined in Section 108.1 of the International Property Maintenance Code as adopted by Lansing Codified Ordinance 1460.01, and the Housing Law of Michigan, and the building was red tagged on 3/06/2014; and

WHEREAS, a hearing was held by the Lansing Demolition Board on 05/23/2024, at which the Hearing Officer determined that said building was an unsafe and dangerous building and ordered the building demolished or made safe by 06/27/2024; and

WHEREAS, said Hearing Officer filed a report of their findings and order with the City Council and requested the City Council to take appropriate action under the Lansing Codified Ordinances and the Housing Law of Michigan; and

WHEREAS, the Housing Law of Michigan and Lansing Codified Ordinances require a hearing be conducted to give the property owner an opportunity to show cause why a dangerous structure should not be demolished or otherwise made safe; and

WHEREAS, the City Council held a public show cause hearing on August 12, 2024, to review the findings and the order of the Hearing Officers, and the owners were notified in writing of said hearing and had an opportunity to appear and show cause why said building should not be demolished or otherwise made safe; and

WHEREAS, the Code Compliance Office has determined that compliance with the order of the Lansing Demolition Hearing Board Officer has not occurred.

NOW, THEREFORE, BE IT RESOLVED that the owner(s) of 1342 N WALNUT ST., as legally described above, are hereby directed to comply with the order of the Hearing Officers to demolish or otherwise make safe the said building within 21 days from the date of this resolution, August 26, 2024.

BE IT FURTHER RESOLVED that the property owner(s) is hereby notified that this order must be appealed within twenty days pursuant to MCL 125.542 and should the owners fail to comply with the Hearing Officers' order for demolition or make safe, the Code Compliance Officer is hereby directed to proceed with demolition of said building.

BE IT FURTHER RESOLVED, whether demolition is accomplished by said property owner or the City, that appropriate seeding and restoration of property take place to avoid run-off to adjacent properties.

BE IT FURTHER RESOLVED that if the demolition is accomplished by the City, the cost of such demolition shall be a lien against the real property and shall be reported to the City Assessor.

BE IT FINALLY RESOLVED that the owners in whose name the property appears upon the last local tax assessment record shall be notified by the City Assessor of the amount of such cost by first class mail at the address shown on the records. Upon the owner's failure to pay the same within thirty (30) days after mailing by the City Assessor of the notice of the amount thereof, the amount of said costs shall be a lien and shall be filed and recovered as provided by law and the lien shall be collected and treated in the same manner as provided for property tax liens under the general property tax act.

By Council Member Kost

Motion Carried

Resolution #2024-188

By the Committee of the Whole
Resolved by the City Council of the City of Lansing

WHEREAS, at any time during the fiscal year, the City Council may consider appropriations which modify the previously adopted annual appropriation to transfer an unencumbered balance in whole or in part from any account; provide for the expenditure of revenues in excess of those in the budget; or meet a public emergency affecting life, health, property, or the public peace; and

WHEREAS, the Office of Financial Empowerment has operated within the Department of Neighborhoods, Arts, and Citizen Engagement and, due to executive reassignment, is to operate within the Department of Economic Development and Planning; and

WHEREAS, the total general fund appropriation for Neighborhood, Arts, and Citizen Engagement included \$572,997 in personnel and \$195,735 in operating funds for the Office of Financial Empowerment as originally adopted in the FY 2024/2025 budget;

NOW, THEREFORE, BE IT RESOLVED that the following FY 2024/2025 budget amendment is approved; and,

BE IT FINALLY RESOLVED, the Administration is authorized to create appropriate accounts and to make the necessary operating transfers for the expenditure and control of the balance of the appropriations.

Appropriation	Description	Amount
Neighborhoods, Arts, and Citizen Engagement	Personnel	(572,997)
	Operating	(195,735)
Economic Development and Planning	Personnel	572,997
	Operating	195,735
Total General Fund Expenditure Appropriation		\$0

By Council Member Spadafore

Motion Carried

Speaker Registration for Public Comment on City Government Related Matters

City Clerk Swope announced that the public comment registration form(s) for those intending to address Council on City government matters will be collected and that only those persons who have fully completed the form(s) will be permitted to speak.

Reports From City Officers, Boards, and Commissions; Communications and Petitions; and Other City Related Matters

By Council Member Spadafore that all items be considered as being read in full and that Vice President Hussain make the appropriate referrals.

Motion Carried

- Reports from City Officers, Boards and Commissions:

Item(s) from the City Clerk re:

Minutes of Boards and Commissions placed on file in the Clerk's Office
Placed on File

Executive Order 2024-01; Transfer of the Office of Financial Empowerment (OFE) to the Department of Economic Development and Planning
Referred to the Committee of the Whole and Placed on File.

Item(s) from the Mayor re:

Z-1-2024; 3724 Pleasant Grove Road, Rezoning from "R-3" Suburban Residential to "MFR" Multi Family Residential District.
Referred to the Committee on Development and Planning.

Setting a Public Hearing on Z-1-2024; 3724 Pleasant Grove Road, Rezoning from "R-3" Suburban Residential to "MFR" Multi Family Residential District.
Referred to the Committee on Development and Planning.

Payment in Lieu of Taxes; Riverview 220 Apartments, 220 E. Kalamazoo St.
Referred to the Committee on Development and Planning.

Setting a Public Hearing on Payment in Lieu of Taxes; Riverview 220 Apartments, 220 E. Kalamazoo St.
Referred to the Committee on Development and Planning.

Payment in Lieu of Taxes; Grand Vista Place, 500 block of S. Grand Ave.
Referred to the Committee on Development and Planning.

Setting a Public Hearing on Payment in Lieu of Taxes; Grand Vista Place, 500 block of S. Grand Ave.
Referred to the Committee on Development and Planning.

Act-4-2024, Purchase of Property, 2300 S. Washington Ave.
Referred to the Committee on Development and Planning.

Orders to Make Safe or Demolish to the owners of 1044 Ontario St.
Referred to the Committee on Public Safety.

Setting a Show Cause Hearing on Orders to Make Safe or Demolish to the owners of 1044 Ontario St.
Referred to the Committee on Public Safety.

Grant Acceptance; Michigan Department of Labor & Economic Opportunity Firefighter Turnout Gear Grant.
Referred to the Committee on Ways and Means and to the Internal Auditor

Grant Acceptance; Cities for Financial Empowerment Fund.
Referred to the Committee on Ways and Means and to the Internal Auditor

Grant Acceptance; Michigan Department of Environment, Great Lakes, and Energy Community Energy Management Grant
Referred to the Committee on Ways and Means and to the Internal Auditor

Collective Bargaining Agreement; Capitol City Labor Program Non-Supervisory Unit Contract
Referred to the Committee of the Whole and placed on file.

Budget Amendment; Executive Reorganization, Office of Financial Empowerment moved to the Department of Economic Development and Planning
Referred to the Committee of the Whole and placed on file.

- Communications and Petitions, and Other City Related Matters:

Claim Appeal; Claim #2061, Eddie Nuno for \$565 in trash fees at 330 N. Walnut St.
Referred to City Operations

Claim Appeal; Claim #2042, James Williams Jr. for \$2,375 in trash fees at 1705 N. Martin Luther King Jr. Blvd.
Referred to City Operations

Claim Appeal; Claim #2066, Dave Mann for \$565 in trash fees at 1123 Hapeman St.
Referred to City Operations

Communication from General Manager Dick Peffley regarding the Board of Water and Light's Energy Planning
Referred to the Committee of the Whole and Placed on File

Communications from eight individuals opposing the Board of Water and Light rate increases.
Referred to the Committee of the Whole and Placed on File.

Notice from the Michigan Liquor Control Commission; Eshaan 1111 Inc request for transfer ownership of a 2024 SDM license issued under MCL 436.1533(5); new Sunday Sales Permit (AM/PM), Mixed Spirit Drink Permit at 618 E Kalamazoo St.
Referred to City Operations.

Motion of Excused Absence

By Council Member Spadafore to excuse Council President Garza and Council Member Carter from tonight's proceedings.

Motion Carried

Public Comment on City Government Related Matters

John Pirich spoke about U of M Health Sparrow Hospital.

Christin Miller spoke about U of M Health Sparrow Hospital.

Ronald Peterson spoke about the Board of Water and Light's rates.

Margaret Diamond spoke about U of M Health Sparrow Hospital.

Dustin Howard spoke about U of M Health Sparrow Hospital.

Aaron Pangborn spoke about U of M Health Sparrow Hospital.

Tod McCastle spoke about U of M Health Sparrow Hospital.

Chad Morrison spoke about U of M Health Sparrow Hospital.

Jimmy Chapman spoke about U of M Health Sparrow Hospital.

Loretta Stanaway spoke about various City matters.

David Hokenson spoke about various City matters.

Nicklas Zande spoke about various City matters.

Thomas Kweku of East Lansing spoke about various City matters.

Adjourned Time 8:16 P.M.

Chris Swope, City Clerk



**Official Proceedings of the City Council
City of Lansing
September 9, 2024**

Tony Benavides Lansing City Council Chambers
Lansing, Michigan

The City Council of the City of Lansing met in regular session and was called to order at 7:00 p.m. by President Garza.

PRESENT: Council Members Brown, Carter, Garza, Hussain, Jackson, Kost, Pehlivanoglu, Spadafore

ABSENT: None

A quorum was present.

Council Member Hussain asked people to remember the anniversary of the death of Firefighter Dennis Rodeman during the moment of Meditation. Mayor Schor asked people to remember the victims of September 11, 2001. The Council observed a moment of Meditation followed by the Pledge of Allegiance led by President Garza.

Approval of Printed Council Proceedings

By Vice President Hussain

To approve the printed Council Proceedings of August 12, 2024

Motion Carried

Special Ceremonies

Eaton County Separate Tax Limitation Proposal

Eaton County Commissioner Joseph Brehler spoke about the proposal.

Z-1-2024; 3724 Pleasant Grove Road, Rezoning from "R-3" suburban Residential to "MFR" Multi Family Residential District

Brent Wheeler spoke about the rezoning Z-1-2024 proposal.

Payment in Lieu of Taxes (PILOT); Riverview 220 Apartments, 220 E. Kalamazoo St.

Lansing Housing Commission Director Doug Fleming spoke about the Riverview 220 Apartments proposal.

Payment in Lieu of Taxes (PILOT); Grand Vista Place, 500 Blocks of S. Grand Ave.

Lansing Housing Commission Director Doug Fleming spoke about the Grand Vista Place proposal.

Comments by Council Members and the City Clerk

City Clerk Swope introduced Emma Favor as the City Council Intern for this semester and provided an update on the Presidential Election.

Community Event Announcements

Loretta Stanaway spoke about Friends of Lansing Cemeteries Walking Tour.

Nicklas Zande spoke about the Old Everett Neighborhood Association meeting.

Jacquess "Jay" West spoke about the Churchill Downs Neighborhood Association safety leadership meeting.

Speaker Registration for Public Comment on Legislative Matters

City Clerk Swope announced that the public comment registration form(s) for those intending to address Council on legislative matters will be collected and that only those persons who have fully completed the form(s) will be permitted to speak.

Mayor's Comments

Mayor Schor spoke about the City of Lansing receiving a \$2.3 million grant for the Employees Retirement System. He provided information about the Hispanic Heritage Celebration, the Ovation project, the Sister Cities 35th anniversary dinner, and the Lansing Area AIDS walk. He recognized the ninth anniversary ceremony for Dennis Rodeman.

Public Comment on Legislative Matters

Legislative Matters included the following public hearings:

Repealing and replacing the existing Sign Ordinance in its entirety

Council Member Hussain gave an overview of the public hearings.

Public Comment on Legislative Matters:

Nicklas Zande expressed concerns about the purchase of 2300 S. Washington.

Loretta Stanaway expressed concerns about the purchase of 2300 S. Washington.

David Ellis spoke in support of Payment in Lieu of Taxes (PILOT); Riverview 220 Apartment; Grand Vista Place.

Jody Washington spoke against Payment in Lieu of Taxes (PILOT); Grand Vista Place.

Bill Black spoke against Brownfield Plan #81 amendment 1.

Amy Rocklin spoke in support of Brownfield Plan #81 amendment 1.

Keith Wallzinski spoke in support of Brownfield Plan #81 amendment 1.

Legislative Matters

Referral of Public Hearings

Repealing and replacing the existing Sign Ordinance in its entirety

Referred to the Committee on Development and Planning

Consent Agenda

By Council Member Hussain

To approve all items on the Consent Agenda

Council Member Spadafore asked that items 12 and 13 be removed from the Consent Agenda.

Motion Carried

Resolution #2024-189

By the Committee on Ways and Means
Resolved by the City Council of the City of Lansing

WHEREAS, in June of 2024, the City of Lansing applied for the LEO 2024 Firefighter Turnout Gear Grant and on August 1, 2024, the City of Lansing received notification from the Department of Labor & Economic Opportunity that Lansing was awarded; and

WHEREAS, the City of Lansing was awarded \$549,500.00 with no match and the funded work must be completed within 12 months of signing the grant agreement; and

WHEREAS, the funds will be used for a second set of Turnout Gear for all full-time firefighters; and

WHEREAS, the City of Lansing will be the sole awardee of the funds mentioned above; and

WHEREAS, the Lansing Fire Department is requesting acceptance of the LEO 2024 firefighter turnout gear grant; and

WHEREAS, the Administration and the City Council recognize the importance of supporting Lansing firefighters, providing updated technology, and keeping them safe while also finding efficiencies to better serve Lansing residents.

NOW, THEREFORE, BE IT RESOLVED, that the Lansing City Council approves acceptance of the LEO Firefighter Turnout Gear Grant for the purpose of purchasing turnout gear for full-time firefighters.

BE IT FINALLY RESOLVED, the Administration is authorized to receive the funds, create the necessary accounts, and make necessary transfers for administration in accordance with the requirements of the grantor.

Adopted as part of the Consent Agenda

Resolution #2024-190

By the Committee on Ways and Means
Resolved by the City Council of the City of Lansing

WHEREAS, The City of Lansing submitted a grant proposal on February 13, 2024, to request funding in the amount of \$20,000.00 to support costs associated with partnership with the CFE Fund and was awarded the grant on March 14, 2024; and

WHEREAS, The City of Lansing's Office of Financial Empowerment, part of the Department of Economic Development and Planning, will be receiving said funding from Cities for Financial Empowerment Fund, Inc. (CFE) for the purposes of providing technical assistance to nine municipalities "FE Cities Grantees" planning for and launching their own Offices of Financial Empowerment as part of those municipalities' grant relationships; and

WHEREAS, this funding was the result of a competitive application process; and

WHEREAS, the award for \$20,000.00 does not require a local match.

NOW, THEREFORE, BE IT RESOLVED, The Lansing City Council approves acceptance of the funding in the total amount of \$20,000.00 for the period beginning on the date of council approval for the City of Lansing and ending on March 31, 2025.

BE IT FINALLY RESOLVED, The Administration is authorized to create appropriate accounts and to make the necessary operating transfers for the expenditure and control of the balance of the grant funds.

Adopted as part of the Consent Agenda

Resolution #2024-191

By the Committee on Ways and Means
Resolved by the City Council of the City of Lansing

WHEREAS, in April 2024, the City of Lansing applied for a Community Energy Management (CEM) Grant to fund an update of the non-motorized plan and on June 13, 2024, the City of Lansing received notification from the State of Michigan's Department of Environment, Great Lakes, and Energy (EGLE) that the City has received the 2024 CEM grant; and

WHEREAS, The City of Lansing was awarded \$100,000 with no matching requirement to update the non-motorized plan by August 31, 2025; and

WHEREAS, the Public Service Department is requesting acceptance of the Community Energy Management Grant; and

WHEREAS, the Administration and the City Council recognize the importance of updating the non-motorized plan to reflect newer issues, such as scooters, e-bikes, etc. and how the plan relates to the Sustainability Action Plan and other new or updated planning documents in the City of Lansing.

NOW, THEREFORE, BE IT RESOLVED, that the Lansing City Council approves acceptance of the EGLE Community Energy Management grant for the purposes of updating the City of Lansing's Non-motorized Plan.

BE IT FINALLY RESOLVED, the Administration is authorized to receive the funds, create the necessary accounts, and make necessary transfers for administration in accordance with the requirements of the grantor.

Adopted as part of the Consent Agenda

Resolution #2024-192

By the Committee on Development and Planning
Resolved by the City Council of the City of Lansing

**A RESOLUTION TO APPROVE THE DEVELOPMENT AND
TAX INCREMENT FINANCE PLAN OF THE LANSING GATEWAY CORRIDOR IMPROVEMENT AUTHORITY OF THE CITY OF LANSING**

WHEREAS, the City Council of the City of Lansing, MI, by Resolution 2019-334, passed on December 16, 2019, authorized the creation of the Lansing Gateway Corridor Improvement Authority (the "Authority") by the provisions of the State of Michigan's Corridor Improvement Authority Act, previously Act 280 of 2005 (MCL 125.2871, et seq.), recently reorganized as Part 6 of Act 57 of 2018 (125.4602, et seq.), as amended (the "Act"); and

WHEREAS, the Board of Directors of the Authority met and approved a joint Development and Tax Increment Finance Plan (together, the "Plan") on June 25, 2024 at a duly noticed public hearing of the Authority; and

WHEREAS, the Board of Directors for the Authority have transmitted the Plan to the City Council of the City of Lansing for review and approval after public hearing; and

WHEREAS, the City Council of the City of Lansing held a public hearing and received comments from members of the public, and each taxing jurisdiction levying taxes that would be subject to capture if the tax increment financing plan is approved, on all aspects of the Plan, on August 26, 2024, and in compliance with Sections 622 & 618 of the Act; and

WHEREAS, after public comment the Plan was reviewed by the Committee on Development and Planning, and further by City Council as a whole, with particular attention to the following considerations:

- a) whether the plan meets the requirements under section 620(2) of the Act;
- b) whether the proposed method of financing the development is feasible and the authority has the ability to arrange the financing;
- c) whether the development is reasonable and necessary to carry out the purposes of the Act;
- c) whether the land included within the development area to be acquired is reasonably necessary to carry out the purposes of the plan and of this part in an efficient and economically satisfactory manner;
- d) whether the development plan is in reasonable accord with the land use plan of the municipality;
- e) whether public services, such as fire and police protection and utilities, are or will be adequate to service the project area;
- f) whether changes in zoning, streets, street levels, intersections, and utilities are reasonably necessary for the project and for the municipality; and
- g) whether the Plan is consistent with and supports the Qualified Development Area containing Transit-Oriented Development.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lansing determines that the Plan, containing both a Development Plan and Tax Increment Finance Plan, constitutes a public purpose.

BE IT FURTHER RESOLVED that the City Council of the City of Lansing finds that:

- a) the plan meets the requirements under Section 620(2) of the Act;
- b) the proposed method of financing the development is feasible and the authority has the ability to arrange the financing;
- c) the development is reasonable and necessary to carry out the purposes of the Act;
- d) no land included within the development area is required to be acquired to fulfill the Plan, but any ancillary acquisition that may become necessary is reasonably necessary to carry out the purposes of the Plan and of the Act in an efficient and economically satisfactory manner;
- e) the Plan is in reasonable accord with the land use plan of the City of Lansing;
- f) public services, such as fire and police protection and utilities, are or will be adequate to service the project area;
- g) any changes in zoning, streets, street levels, intersections, and utilities are reasonably necessary for the project and for the City of Lansing; and
- h) the Plan is consistent with and supports the Qualified Development Area containing Transit-Oriented Development.

BE IT FINALLY RESOLVED that the City Council of the City of Lansing approves the Plan without modification.

Adopted as part of the Consent Agenda

Resolutions

Resolution #2024-193

By the Committee on Development and Planning
Resolved by the City Council of the City of Lansing

RESOLUTION APPROVING BROWNFIELD PLAN #81 AMENDMENT #1 NEOGEN EXPANSION BROWNFIELD REDEVELOPMENT PROJECT

WHEREAS, the Brownfield Redevelopment Authority (the 'Authority') of the City of Lansing, pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, Public Act, Public Act 381 of 1996, as amended, (the 'Act') has prepared a Brownfield Plan, submitted to Council and placed on file in the office of City Clerk, LBRA Brownfield Plan #81 Amendment #1 – NEOGEN Expansion Brownfield Redevelopment Project (the 'Plan'); and

WHEREAS, a public hearing was held by the Lansing City Council on August 26, 2024, and at least 10 days before the public hearing the taxing jurisdictions were provided notice to be fully informed about the fiscal and economic implications of the proposed Plan and given a reasonable opportunity to express their views and recommendations regarding the Plan in accordance with Section 13 (10) and 14(1) of the Act; and

WHEREAS, the Lansing City Council, before and during its public hearing on August 26, 2024, reviewed testimony and evidence regarding the Plan, and found that:

1. the Plan provides for the reimbursement of costs attributable to eligible activities to the developer and the Authority,
2. the Project includes, in addition to the eligible activities identified in the Plan, the redevelopment of the property,
3. the Project may result in new private investment of approximately \$208,000,000 million.
4. the Plan provides for the capture of property tax increment revenues due to the private investment on the site, and devotes them to repaying the Authority for its costs associated with eligible activities it performs, and to repaying the developer for their costs associated with eligible activities they perform, in accordance with the Plan,

WHEREAS, the Authority Board of Directors, at its meeting on July 12, 2024, unanimously recommended approval of the Plan, for this Project; and

WHEREAS, the City of Lansing Department of Economic Development and Planning has determined the proposed Project is consistent with local development and redevelopment plans and zoning ordinances, and

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, after having duly considered the Plan, finds it is in compliance with the provisions

of the Act and further finds:

- The Plan constitutes a public purpose under the Act;
- The Plan meets all of the requirements for a Brownfield Plan set forth in Section 13 of the Act;
- The proposed method of financing the costs of the eligible activities, as described in the Plan, is feasible and the Authority has the ability to arrange the financing;
- The costs of the eligible activities proposed in the Plan are reasonable and necessary to carry out the purposes of the Act; and
- The amount of the captured taxable value estimated to result from the adoption of the Plan is reasonable; and
- The proposed project is consistent with local development and redevelopment plans and zoning ordinances as has also been determined by the City of Lansing Department of Economic Development and Planning.

BE IT FURTHER RESOLVED that the Lansing City Council hereby approves the LBRA 'Brownfield Plan #81 Amendment #1 – NEOGEN Expansion Brownfield Redevelopment Project'.

By Council Member Hussain

Motion Carried and Council Jackson voted No

Resolution #2024-194

By the Committee on Development and Planning
Resolved by the City Council of the City of Lansing

Act-4-2024, Purchase of Property, 2300 South Washington Avenue

WHEREAS, the City of Lansing has requested to acquire from the Lansing Building Authority a parcel of real property, 2300 S Washington Avenue, Parcel Identification Number 33-01-01-28-151-023, and legally described below, to facilitate the construction of the Public Safety Complex; and

WHEREAS, the property is approximately 11.7 acres; and

WHEREAS, the agreed upon purchase price is Three Hundred Thousand Dollars (\$300,000.00) plus closing costs; and

WHEREAS, on August 7, 2024, the Planning Commission reviewed the location, character, and extent of the proposal in accordance with its Act 33 Review procedure, and voted unanimously 5-0 to recommend approval of Act-4-2024, Purchase of Property, 2300 S Washington Ave.; and

WHEREAS, the Committee on Development and Planning has reviewed the report and recommendation of the Planning Commission and concurs therewith.

NOW THEREFORE BE IT RESOLVED, the Lansing City Council hereby approves Act-4-2024, and approves the purchase of property in the City of Lansing, County of Ingham, State of Michigan, legally described as:

Commencing at the intersection of the centerlines of Mt. Hope Avenue and South Washington Avenue, South 31 degrees 56 minutes 55 seconds West 1382.08 feet for the point of beginning; thence West 1268.81 feet to railroad Right of Way; thence Southwesterly 612.34 feet; thence East 1537.29 feet; thence Northeasterly 428.82 feet to beginning.

From the Lansing Building Authority for a sum of Three Hundred Thousand Dollars (\$300,000.00), plus closing costs.

BE IT FINALLY RESOLVED, that the Mayor, on behalf of the City, is authorized to execute all documents necessary to complete this transaction, subject to the prior approval as to content and form by the City Attorney.

By Council Member Hussain

Motion Carried

Resolution #2024-195

By the Committee on Personnel
Resolved by the City Council of the City of Lansing

WHEREAS, on August 13, 2024 the Committee on Personnel held interviews for the selection of an Internal Auditor for the City of Lansing; and

WHEREAS, on August 13, 2024 the Committee on Personnel made the selection of Charles Randall to fill the vacancy of Internal Auditor for the City of Lansing beginning on September 10, 2024 with a starting annual pay of \$125,000.00; and

WHEREAS, pursuant to Council Fringe Benefits, for a new hired employee, Council may grant up to fifteen (15) days of vacation leave for year one, available for use immediately at point of hire. The Committee on Personnel has agreed to grant Charles Randall fifteen (15) days available for use immediately at point of hire; and

WHEREAS, Charles Randall has been vetted by the Human Resource Department and meets all the requirements.

NOW THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, appoints Charles Randall to the position of Internal Auditor for the City of Lansing to begin on September 10, 2024.

By Council Member Hussain

Motion Carried

City Clerk Swope administered the Oath of Office to Charles Randall as Internal Auditor for the City of Lansing.

Resolution #2024-196

By Council President Garza

Resolved by the City Council of the City of Lansing

WHEREAS, the City Council has a duty to oversee the financial affairs of the city, and serves as the policymaking body of the City of Lansing;

WHEREAS, an Ad Hoc Audit Committee will be established to provide guidance and oversight to the City Council Internal Auditor in the performance of his/her responsibilities, create and review annual audit plans, evaluate the financial position of the City; and

WHEREAS, an objective of the Ad Hoc Audit Committee is to make a recommendation to the City Council for a potential amendment to Council Rule 16 Standing Committees and implement a permanent Audit Committee.

NOW, THEREFORE BE IT RESOLVED, Lansing City Council President Garza appoints Council Member Spadafore as Chair of the Ad Hoc Audit Committee, Council Member Tamera Carter as Vice Chair and Council Member Pehlivanoglu as Member. A quorum of members at the Ad Hoc Audit Committee is two (2) members.

BE IT FURTHER RESOLVED, The Ad Hoc Audit Committee shall establish and prepare an annual audit plan by December 16th, 2024. The annual audit plan, any previous findings, and recommendations will be reported to the Committee of the Whole no later than December 16th, 2024.

BE IT FINALLY RESOLVED, the Ad Hoc Audit Committee will meet on the days and times set by the Chair and will be dissolved by September 1, 2025.

By Council Member Hussain

Motion Carried

Resolution #2024-197

By the Committee on City Operations

Resolved by the City Council of the City of Lansing

WHEREAS, on May 18, 1987, under Resolution 0253, the City of Lansing City Council established a Claims Policy; and

WHEREAS, the established policy required that claims are referred to the City Attorney, who, together with a representative of the Mayor and staff representative assigned by Council, shall review the claim; and

WHEREAS, claims are adjudicated by this administrative panel and if the claimant is dissatisfied with the disposition of the administrative panel they can appeal to the City Council.

NOW THEREFORE BE IT RESOLVED, the City Council amends the Claims Policy establishing members of the administrative "Claims Review Committee" to be the Internal Auditor, a representative of the Mayor, and a licensed attorney from the City Attorney's office.

By Council Member Jackson

Motion Carried

Resolution #2024-198

By the Committee on City Operations

Resolved by the City Council of the City of Lansing

WHEREAS, Dave Mann sought to eliminate a special assessment of \$565 for trash fees, on the property tax bill for 1123 Hapeman Street, (Tax ID #33-01-01-08-332-181); and

WHEREAS, upon filing a claim to the Committee on City Operations, the Committee met on September 4, 2024, and denied the claim in the amount of \$565.

THEREFORE, BE IT RESOLVED, the City Council, hereby denies the claim in the amount of \$565 for trash fees on the property tax bill for 1123 Hapeman Street (Tax ID #33-01-01-08-332-181).

BE IT FURTHER RESOLVED, that the City Attorney shall take the appropriate steps to process this claim.

By Council Member Jackson

Motion Carried

Resolution #2024-199

By the Committee on City Operations
Resolved by the City Council of the City of Lansing

WHEREAS, Eddie Nuno sought to eliminate a special assessment of \$565 for trash removal fees, on the property tax bill for 330 N. Walnut Street, (Tax ID #33-01-01-16-176-002); and

WHEREAS, upon filing a claim to the Committee on City Operations, the Committee met on September 4, 2024, and granted the claim in the amount of \$565.

THEREFORE, BE IT RESOLVED, the City Council, hereby grants the claim in the amount of \$565 for trash removal fees on the property tax bill for 330 N. Walnut Street (Tax ID #33-01-01-16-176-002).

BE IT FURTHER RESOLVED, that the City Attorney shall take the appropriate steps to process this claim.

By Council Member Jackson

Motion Carried

Resolution #2024-200

By the Committee on City Operations
Resolved by the City Council of the City of Lansing

WHEREAS, James Williams Jr. sought to eliminate a special assessment of \$2,375 for trash fees, on the property tax bill for 1705 N. Martin Luther King Jr. Blvd., (Tax ID #33-01-01-08-202-261); and

WHEREAS, upon filing a claim to the Committee on City Operations, the Committee met on September 4, 2024, and denied the claim in the amount of \$2,375.

THEREFORE, BE IT RESOLVED, the City Council, hereby denies the claim in the amount of \$2,375 for trash fees on the property tax bill for 1705 N. Martin Luther King Jr. Blvd. (Tax ID #33-01-01-08-202-261).

BE IT FURTHER RESOLVED, that the City Attorney shall take the appropriate steps to process this claim.

By Council Member Jackson

Motion Carried

Resolution #2024-201

By the Committee of the Whole
Resolved by the City Council of the City of Lansing

WHEREAS, The Inflation Reduction Act contains funding under the authority of Cooperative Forestry Assistance Act, P.L. 95-313 as amended, 16 USC 2105 and Public Law 117-169; and,

WHEREAS, USDA has awarded a grant to the City of Lansing in a sum not to exceed Five Million dollars (\$5,000,000) to provide funding to the City of Lansing for Urban and Community Forestry; and,

WHEREAS, the Urban & Community authority typically requires a 1:1 match, however match has been waived under the provision of Public Law 117-169 and based on assurance from the Cooperator that 100% of the work and funding will benefit disadvantaged communities; and,

WHEREAS, the City of Lansing received a draft award agreement from USDA on September 3, 2024 requesting a partially executed award letter by Tuesday, September 10 in order to ensure full execution prior to the end of the Federal Government's fiscal-year end to guarantee availability of funding; and,

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council hereby accepts the USDA Grant, subject to the terms of the grant agreement.

BE IT FINALLY RESOLVED, the Administration is authorized to create appropriate accounts and to make the necessary operating transfers for the expenditure and control of the balance of the grant funds, and to execute any necessary agreements upon approval as to form by the City Attorney.

By Council Member Hussain

Motion Carried

Resolution #2024-202

By the Committee on Development and Planning
Resolved by the City Council of the City of Lansing

Resolved by the City Council of the City of Lansing that a public hearing be set for Monday, September 30, 2024, at 7:00 p.m. in the Tony Benavides

Lansing City Council Chambers, 10th Floor, Lansing City Hall, 124 W Michigan Avenue, Lansing, Michigan, for the purpose of approving and/or opposing the Ordinance for rezoning:

Z-1-2024: 3724 Pleasant Grove Road – Rezoning from “R-3” Suburban Residential to “MFR” Multi Family Residential

By Council Member Hussain

Motion Carried

Ordinances for Introduction

Introduction of Ordinance

Council Member Hussain introduced:

An ordinance of the City of Lansing, Michigan, to amend the Code of Ordinances of the City of Lansing by adding a new section 888.____ for the purposes of providing for a service charge in lieu of taxes for fifty-six (56) low-income dwelling units in a project known as Riverview 220 Apartments, pursuant to the provisions of the State Housing Development Authority Act of 1966, (being Public Act 346 of 1966, as amended [MCL 125.1401, et seq.]) (The “Act”).

The Ordinance is read a first time by its title and referred to the Committee on Development and Planning.

Resolution #2024-203

By the Committee on Development and Planning
Resolved by the City Council of the City of Lansing

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Lansing that a public hearing be set for Monday, September 23, 2024, in the City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan, for the purpose of supporting and/or opposing the Ordinance establishing a Payment in Lieu of Taxes (PILOT) for Riverview 220 Apartments, located at 220 East Kalamazoo Street in Lansing.

By Council Member Hussain

Motion Carried

Council Member Hussain introduced:

An ordinance of the City of Lansing, Michigan, to amend the Code of Ordinances of the City of Lansing by adding a new section 888.____ for the purposes of providing for a service charge in lieu of taxes for fifty-five (55) low-income dwelling units in a project known as Grand Vista Place, pursuant to the provisions of the State Housing Development Authority Act of 1966, (being Public Act 346 of 1966, as amended [MCL 125.1401, et seq.]) (The “Act”).

The Ordinance is read a first time by its title and referred to the Committee on Development and Planning.

Resolution #2024-204

By the Committee on Development and Planning
Resolved by the City Council of the City of Lansing

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Lansing that a public hearing be set for Monday, September 23, 2024, in the City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan, for the purpose of supporting and/or opposing the Ordinance establishing a Payment in Lieu of Taxes (PILOT) for Grand Vista Place, located at the 500 block of South Grand Avenue in Lansing.

By Council Member Hussain

Motion Carried

Ordinances for Passage

Passage of Ordinance

An ordinance of the City of Lansing, Michigan, to repeal and replace the existing signs ordinance, being Part 14, Title 4 of the Lansing Codified Ordinances in its entirety, with Part 13, Title 2, regulating the size, location, and character of signs and sign structures on property in Lansing.

Was read a second time by its title and adopted by the following roll call vote:

Yeas: Council Members Brown, Carter, Garza, Hussain, Jackson, Kost, Pehlivanoglu, Spadafore

Nays: None

Ordinance #1323

An ordinance of the City of Lansing, Michigan, to repeal and replace the existing signs ordinance, being Part 14, Title 4 of the Lansing Codified Ordinances in its entirety, with Part 13, Title 2, regulating the size, location, and character of signs and sign structures on property in

Lansing.

THE CITY OF LANSING ORDAINS:

Section 1. That Part 14, Title 4 of the Lansing Codified Ordinances, is hereby repealed in its entirety

Section 2. That in its place, **Part 13, Title 2** of the Codified Ordinances of the City of Lansing, Michigan, be and is hereby enacted to read as follows:

PART 13. TITLE 2

CHAPTER 1310 SIGNS

1310.01 INTENT AND SUBSTITUTION

(a) This chapter is intended to:

- (1) Provide guidance on sign display in limiting the allowable number, size, and placement of signs to protect the public health, safety, and welfare of the City of Lansing.
- (2) Eliminate visual clutter and distractions to protect and improve traffic and pedestrian safety.
- (3) Protect and enhance the community's aesthetic quality and the character and appearance of the City of Lansing.
- (4) Provide standards for the maintenance and repair of signs and establish procedures for enforcing the provisions of this Chapter.

1310.02 APPLICABILITY

This chapter shall apply to all persons, businesses, and associations owning, occupying, or having control/management of any premises located within the city limits of the City of Lansing.

All new, reconstructed, altered, or relocated signs within the city limits shall comply with the provisions of this Chapter. Any sign already erected as of the effective date of this chapter which is rendered nonconforming by the provisions of this chapter or subsequent amendments hereto, shall be subject to the restrictions and regulations contained herein.

1310.03 DEFINITIONS

ABANDONED SIGN. A sign advertising a business, activity or product which remains on the premises for more than six (6) consecutive months after the business, activity, or product to which it is related to ceased active operation on the premises.

ABANDONED SIGN STRUCTURE. A structure which supported a sign and remains on the premises for more than twelve (12) consecutive months after it ceased to support a lawful sign for a business, activity, or product that has ceased active operation on the premises.

ANIMATED SIGN. A sign or display that uses movement or the appearance of movement using patterns of lights, changes in color or light intensity, computerized special effects, video displays, or through any other method.

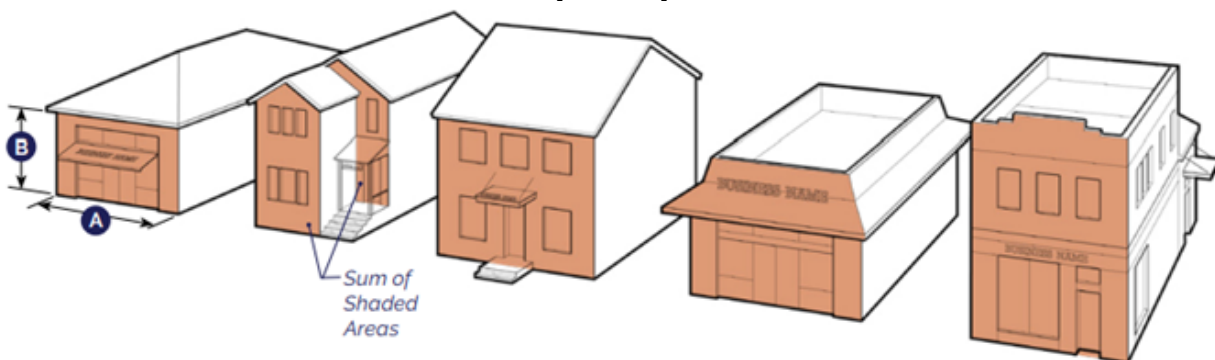
AREA. The entire area of a sign within the limits of writing or pictorial representation together with any frame, other material, or color forming an integral part of the display, but excluding the necessary supports or uprights on which such sign is attached. The area shall be determined by measuring from the outside edge of the frame, material, or color forming the sign. If the sign has no backing, but a wall or canopy is used as the background, a square or rectangle shall be formed around the text or symbols, and those dimensions will be used to compute the area. When a sign has two (2) or more faces, the area of all faces shall be used in determining the total area of the sign.

BANNER SIGN. A temporary sign, as further defined herein, made of cloth, paper, fabric, or other flexible materials, either with or without a supporting framework.

BUILDING FAÇADE. All exterior sides of a building.

BUILDING FRONTAGE. The front of a building facing a right-of-way. In the case of a corner lot, or in the case of a building covering an entire block a building may have more than one frontage. In the case of a multi-tenant building, the frontage of a building or side containing the main entrance directly to that area of the building that the business occupies. For a parcel with more than one (1) line abutting a right-of-way, the building frontage that is used to calculate the allowable wall signage is the one which is intended to be the front wall of the building either by entranceway or another architectural feature. Where this distinction cannot be made, the smaller of the facades facing a right-of-way shall be used to calculate the allowable wall sign area.

[FIGURE 1]



ELECTRONIC MESSAGE CENTER. A sign capable of displaying words, symbols, figures, or images that can be electronically changed by remote or automatic means.

FREESTANDING SIGN. A self-supported sign on the ground by a base, foundation, pole, or brace, not attached to a building and intended to be permanently displayed on the property.

HEIGHT, CLEARANCE. For signs attached to a building or a support structure, the vertical distance measured from the lowest point of the natural grade directly below the sign to the lowest edge of the sign.

[FIGURE 2]



Vertical Clearance

HEIGHT, SIGN. The vertical distance measured from the natural grade directly below the sign to the highest point of the sign or sign structure to which it is attached.

ILLUMINATED SIGN. A sign or part thereof that incorporates fluorescent, neon, LED, or any other form of lighting, or one which is illuminated by an external source such as ground lights that shine directly on the sign.

INSTITUTIONAL LAND USE. Government buildings, schools, churches, hospitals, community centers, public parks, and recreational facilities, or any other public or quasi-public use permitted in the zoning district in which the institution is located.

LEGALLY NONCONFORMING SIGN. A sign which does not comply with one (1) or more of the requirements of this Chapter but was lawfully erected prior to its effective date.

LOCAL STREET. A street not designated as an arterial corridor, activity corridor, suburban corridor, prime connector, or neighborhood connector on the Form-Based Zoning Code Street Typology Map.

MULTI-TENANT SIGN. A sign that provides advertising for two (2) or more establishments that are completely separated from each other within a building, a series of buildings on the same parcel of land, or businesses on adjoining parcels of land that function as a single development with shared access and/or parking.

NEIGHBORHOOD ENTRANCEWAY SIGN. A sign located on property owned or controlled by the City that identifies the name of a subdivision, condominium development, or neighborhood organization recognized as being active by the City of Lansing Department of Neighborhoods, Arts, and Citizen Engagement.

PROJECTING SIGN. A sign, other than a wall sign, as defined in this Chapter, affixed to an exterior building wall with the exposed faces perpendicular to the plane of the wall.

PUBLIC SIGN. A sign, whether temporary or permanent, erected in the public interest by or upon orders from the City of Lansing, Ingham County, State of Michigan, federal government or any agency thereof having appropriate jurisdiction, Public signs include traffic control signs, signs of historical interest, and signs that communicate messages to the public involving safety matters or emergency situations, which signs may or may not be erected in the public right-of-way.

SIDEWALK SIGN. A portable 'A-frame' (Λ) or 'inverted-T' sign ($\perp$) comprised of two (2) separate panels or faces located on a public sidewalk.

SETBACK. The distance between a property line and the nearest edge of the sign.

SIGN. A device, fixture, placard, or structure that uses any color, form, graphic, illumination, symbol or writing to advertise, announce or identify the purpose of a person or entity, or to communicate information to the public.

SIGN STRUCTURE. Includes, but is not limited to a pole, base, or frame intended to be used for the support or display of a sign, regardless of whether the sign itself has been removed.

SUSPENDED SIGN. A sign that is suspended, hung, or connected to the underside of an awning, canopy, or horizontal building surface, and intended to be viewed by pedestrians on a non-public sidewalk at close range.

[FIGURE 3]



TEMPORARY SIGN. A sign, banner, inflatable, or other advertising device, with or without a structural frame, intended for a limited period of display.

TRAFFIC CONTROL SIGN. A sign used solely to direct traffic by identifying building and parking lot entrances/exits, service areas and traffic flow throughout the site.

UNSAFE OR DANGEROUS SIGN. Any sign or sign component, which becomes damaged, insecure, or in danger of falling.

UNLAWFUL SIGN. Any sign that was not lawfully erected or maintained whether prior to or since the adoption of this Chapter.

VACANT PARCEL. Any parcel or lot of record on which no building or structure exists thereon or is not legally occupied.

VEHICLE SIGN. A sign affixed to a parked vehicle or truck trailer which is located on a property primarily for display, rather than for transportation purposes.

[FIGURE 4]



WALL SIGN. A sign attached parallel to and extending not more than twenty-four (24) inches from the wall of a building. Painted signs, signs which consist of individual letters, cabinet signs, and signs mounted on the face of a mansard roof, shall be considered wall signs.

WINDOW SIGN. A sign located on a window or behind a window which is intended to be viewed from the outside. A window sign does not include blinds, shades or screens, or solid color backgrounds that may cover the window and do not display a sign as defined in this Chapter.

1310.04 LICENSING, PERMITS, AND FEES

- (a) **License Required.** No person shall engage in the business of, or perform the work of, installing, erecting, maintaining, repairing, or altering any sign without first obtaining a license therefor from the City Clerk. All such licenses shall automatically expire on April 30 of each year unless renewed. All applications for sign permits must be submitted by a duly licensed sign erector. Said license holder shall perform all work stipulated on the sign permit.
- (b) **Insurance Requirements for Licensees.** All licensees engaged in the installation, alteration, maintenance, repair, or erection of signs shall file with the City Clerk proof of a general liability insurance policy and enforcement which insures the licensee and the City against any liability imposed upon the licensee and/or the City arising out of the work performance for the signs. Such insurance shall provide for the payment to any person injured, or to another by reason of the death of any one person, to the extent of \$100,000.00, and for the payment of \$300,000.00 for injuries to or the death of more than one person, and for property damage in the amount of \$100,000.00.
- (c) **Permit Required.** Unless specifically exempt under this Chapter, no person shall erect, construct, relocate, or cause to be erected, constructed, relocated, or significantly altered, any sign, without first obtaining a sign permit with information required by the Building Safety Office. A separate, additional electrical permit is required for new electrical service or any changes to existing electrical service regardless of the size or exemption status of the sign. All signs exempted from permit shall be reviewed by the zoning administrator for compliance with this Chapter.

- (d) All projecting signs extending over the public right-of-way, regardless of size or permit required, shall be licensed and placed on file with the Public Service Department.
- (e) **Permit Application.** Each sign permit application shall require the applicant to provide the following information:
 - (1) The name, current address, and current telephone number of the applicant.
 - (2) The legal description or the permanent parcel number, and the address, of the parcel on which the activity is to occur.
 - (3) The location of the proposed sign relative to the property lines of the parcel.
 - (4) All points of ingress and egress on the subject parcel and on adjacent parcels if there are adjacent parcels within 60 feet of the proposed sign location or alteration, and the location of parking spaces, if any.
 - (5) A sign plan which includes the following information: location of sign on parcel, sign dimensions, sign message dimensions, height, width of building, parcel zoning district, and a sign sketch.
 - (6) Construction design information.
 - (7) Any other information which, in the determination of the Department, may be necessary to adequately review the proposal.
 Sign permit applications, along with the appropriate nonrefundable fee, shall be submitted to the Building Safety Office on forms made available by the City. Upon receipt of a sign permit application, the Building Safety Office shall forward the application to the Planning Division for review and approval prior to the issuance of a sign permit. If it is discovered that the sign permit application contains any false information, the Building Safety Office may revoke the permit or deny the permit application, whichever is appropriate.
- (f) **Exceptions.** No permits are required for the following signs or changes thereto:
 - (1) Signs that are less than ten (10) square feet in area.
 - (2) Exempt Signs listed in Section 1310.09 and Temporary Signs permitted by Section 1310.11.
 - (3) The changing of removable parts of an approved sign that is designed for such changes, or the repainting or reposting of display matter.
 - (4) The replacement of a sign face within an existing sign cabinet if it does not involve the replacement of any structural component of the sign.

These exceptions do not relieve the sign owner or the owner of the property upon which the sign is located from compliance with all other requirements of this Chapter regarding size, placement, erection, maintenance, removal, and disposal.

- (g) **Appeal Procedure.** An appeal of any decision by the Zoning Administrator shall be made as follows:
 - (1) Appeals pertaining to the structural features or abandonment of a sign shall be made to the Building Board of Appeals.
 - (2) Square footage of sign area, setback requirements, message unit limitations and other dimensional requirements shall be made to the City Board of Zoning Appeals.
 - (3) All appeals shall be made within 30 days from the date of receipt of the decision, by the Zoning Administrator, that is being appealed.

An appeal fee shall be paid at the time of the filing of the appeal. The appeal application shall specify the particular grounds upon which the appeal is based and shall be signed by a party aggrieved, or his or her authorized representative. If a variance is sought, the appeal shall specify the requirements from which the variance is sought, and the nature and extent of such variance.

- (h) **Inspection of Work Covered by Permit.** A person conducting or performing work covered by a permit required by this chapter shall notify the Building Safety Officer or their designee when such work has commenced, in accordance with the inspection schedule established by the Building Safety Office. Unless otherwise indicated, no person shall conceal any portion of such work until it has been inspected and approved by the Building Safety Officer or their designee. When required, a certificate of inspection will be issued. No electrical or illuminated sign shall be permanently operated before it has been inspected in accordance with the City Electrical Code.
- (i) **Suspension or Revocation of Licenses and Permits.** The Director shall give notice, in writing, to the holder of a license or permit issued under this chapter of the reasons for any proposed suspension or revocation of such license or permit, which notice shall be served upon such holder at least five days before the time set for the hearing before the Building Board of Appeals. At the hearing, the licensee or permittee may appear, in person, or be represented by counsel, and may contest such suspension or revocation. For good cause shown at such hearing, the Building Board of Appeals may suspend or revoke any such license or permit.
- (j) **Fees.** Permit, licensing, and appeal fees shall be established by resolution of the City Council and are nonrefundable.

1310.05 SIGN ILLUMINATION

- (a) An electrical permit is required for new electrical service or any changes to existing electrical service regardless of the size or exemption status of the sign.
- (b) The intensity of all lights used for the illumination of a sign shall be maintained at a level, and directed, positioned, or shielded to prevent:
 - (1) Glare onto adjacent properties;
 - (2) Interfering or impairing the vision of motorists or bicyclists traveling on a public right of way; and
 - (3) Competition for attention with other signs in the area.

1310.06 MAINTENANCE

- (a) All signs, including those for which a permit is not required, shall be maintained in a safe and working condition. Signs with peeling paint, excessive rust, broken sign faces, bent cabinets or supports, or any other structural or operational defect, including burned out light bulbs or tubes, shall be in violation of this Chapter.

1310.07 ENFORCEMENT

The Zoning Administrator, Building Official, or any of their designees are authorized to enforce this Chapter.

- (a) **Right of Entry.** Whenever it is necessary to make an inspection to enforce any of the provisions of this chapter, or whenever an authorized enforcing officer of the City has reasonable cause to believe that there exists on any building or upon any premises any condition or violation of this chapter which makes such building or premises unsafe, dangerous or hazardous, the authorized enforcing officer may enter such premises at all reasonable times to inspect the same or to perform any duty imposed upon the authorized enforcing officer by this chapter, provided that if such premises is occupied, the authorized enforcing officer shall first present proper credentials and request entry. If such premises is unoccupied, the authorized enforcing officer shall first make a reasonable effort to locate the owner or other persons having charge or control of the premises and request entry. If such entry is refused, the authorized enforcing officer shall have recourse to every remedy provided by law to secure entry.
- (b) **Unsafe, Dangerous, Unlawful, Abandoned Signs.** Unsafe, dangerous, unlawful, or Abandoned signs, as determined by the authorized enforcing officer, shall be immediately removed, or shall be made safe or lawful whichever is appropriate in accordance with all the

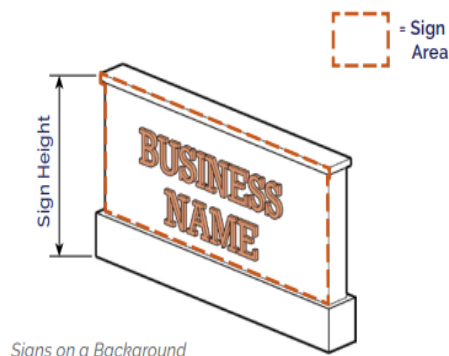
provisions of this chapter, and laws of the State of Michigan. The authorized enforcing officer shall notify the property owner and/or other known responsible parties in writing of such condition and shall direct them to remove the sign in question or make immediate corrections, whichever is appropriate. Should the property owner and/or other known responsible parties fail to comply with such notice, the authorized enforcing officer shall take all action necessary to remove the sign or correct the unlawful or unsafe condition, including Court ordered enforcement. If ordered by a court, any cost incurred by the City in removing or making the sign safe shall be a lien against the real property on which the sign is located, and shall be reported to the City Assessor, who shall bill the property owner and/or other known responsible party and assess the cost against the property until paid. Any property owner and/or other known responsible party aggrieved by the determination of the authorized enforcing officer, may appeal the determination as provided in Section 1310.04(f).

- (c) **Legally Nonconforming Signs, Sign Structures.** Legally Nonconforming Signs or Sign Structures shall be immediately removed by the property owner and/or other responsible parties, consistent with standards for loss of legal nonconformity of [Chapter 1270](#). The authorized enforcing officer shall notify the property owner and/or other known responsible parties in writing of such condition and shall direct them to remove the sign or sign structure in question. Should the property owner and/or other known responsible parties fail to comply with such notice, the authorized enforcing officer shall take all action necessary to remove the nonconformity, including pursuing Court ordered enforcement. If ordered by a court, any cost incurred by the City in removing the sign or sign structure shall be a lien against the real property on which the sign or sign structure was located, and shall be reported to the City Assessor, who shall bill the property owner and/or other known responsible party and assess the cost against the property until paid. Any property owner and/or other known responsible party aggrieved by the determination of the authorized enforcing officer, may appeal the determination as provided in Section 1310.04(f).
- (d) **Right-of-Way Signs.** Except as otherwise provided in [Chapter 1022](#), signs illegally placed in the public right-of-way may be removed and disposed of by the City, without notice to the owner of the property adjoining the right-of-way or the owner of the sign. The City may also issue a civil fine to the owner of the illegally placed sign(s).

1310.08 GENERAL SIGN PROVISIONS

- (a) Signs are permitted as an accessory use to a primary use. When the building on the premises containing the primary use is removed, all signs and sign structures located on the premises shall also be removed prior to finalization of the demolition permit.
- (b) Buildings in the DT-3 "Downtown Core" zoning district that are used for a public purpose and are owned or entirely occupied by the United States Federal Government, State of Michigan, or the City of Lansing and any of its agencies, departments or instrumentalities are exempt from the dimensional requirements of this chapter. The Director of the Department of Economic Development and Planning shall have sole authority to approve or deny signs for these agencies after reviewing the proposed signs' compatibility with the surrounding area and the intent expressed in this chapter.
- (c) **Location.**
 - (1) Setbacks required by this Ordinance shall be measured from the property line adjoining a public right-of-way to the nearest edge of the sign.
 - (2) No freestanding sign shall be placed closer to any side or rear property line than five (5) feet.
 - (3) No sign, other than those installed by agencies of government or those authorized to be installed by such agencies with appropriate jurisdiction may be erected, or placed on public property, including rights-of-way.
 - (4) No sign may be installed in a location that obstructs the clear vision areas required by Section 1250.03.03 of the Zoning Ordinance or interferes in any way with the free use of any public right-of-way, public or private sidewalk, intersection, ingress or egress point, transit stop, parking space, drive aisle, driveway, building entrance, fire escape, or accessibility ramp.
 - (5) A plot plan depicting the clear vision area shall be provided with the sign permit application for a freestanding sign.
- (d) **Electronic Message Center (EMC).**
 - (1) All Electronic Message Center signs shall have automatic dimming controls, either by photocell or via software settings, in order to bring EMC lighting level at night into compliance with this chapter.
 - (2) EMC signs located within two hundred (200) feet of a residentially zoned property or property being used for residential purposes, shall not be illuminated between the hours of 11:00 pm and 6:00 am.
 - (3) To preserve open vistas, protect the historic integrity of, and enhance the visual cityscape of Downtown Lansing and the Michigan State Capitol Building, EMC signs in the DT-3 district shall be limited to 20 square feet in sign area.
 - (4) EMC signs in all commercial or special zoning districts, excluding DT-3, are limited to 32 square feet in sign area.
 - (5) No sign message shall blink, scroll, flash, or be animated.
 - (6) All messages shall remain static while being displayed but may instantly change once every eight (8) seconds or longer.
 - (7) Any EMC sign that is malfunctioning shall be turned off until such time that it is functioning properly.
- (e) **Sign Area Measurements.**
 - (1) The entire area of the framework and background of the sign is calculated as sign area, including any material or color forming the sign face or background used to differentiate the sign from the structure against which it is placed.

[FIGURE 5]



Signs on a Background

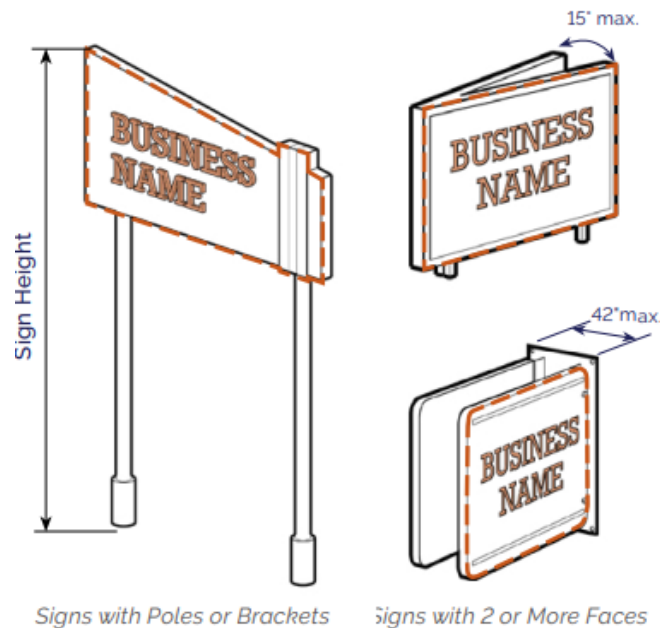
- (2) The sign area for a sign mounted on a building wall, awning, fence, or landscape wall is the area of a rectangle that encompasses each word or graphic element. Sign area does not include any supporting framework or bracing, unless it is part of the message or graphic element.

[FIGURE 6]

*Individually Mounted Letters & Signs on an Awning*

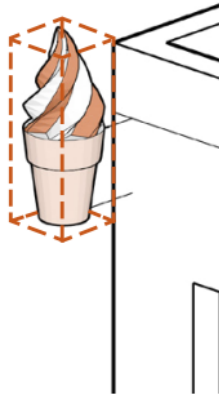
- (3) For signs that include a pole, pole cover, or bracket, the portion of the structure that is not an integral part of the display area shall not be included in the overall calculation of sign area provided no pole or pole cover exceeds two (2) feet in width.
- (4) If a sign has two (2) or more faces, the area of all faces is included in determining the area of the sign. However, if two (2) sign faces are placed back-to-back, or at an angle no greater than fifteen (15) degrees from one another so that both faces cannot be viewed from any point at the same time, the sign surface area shall be computed by the measurement of one (1) of the sign faces. In addition, sign faces that are part of the same sign structure shall not be more than forty-two (42) inches apart.

[FIGURE 7]



- (5) The sign area of Three-Dimensional, Free-Form, or Sculptural (nonplanar) signs is calculated as fifty (50) percent of the sum of the area of the four (4) vertical sides of the smallest cube that will encompass the sign.

[FIGURE 8]



- (f) **Preservation of Required Landscaping.** No tree or shrub that was installed as part of an approved site or landscape plan for the property upon which it is planted, or which is otherwise required to comply with the requirements of the Zoning Ordinance, may be removed or trimmed to the extent that it may not survive, in order to accommodate a sign. Upon request, the Zoning Administrator may approve the relocation or replacement of plant materials, if it can be done in a manner that satisfies the requirements and the intent of the Zoning Ordinance regarding landscaping, screening, and buffering.

1310.09 EXEMPTION FROM PERMITTING

The following signs do not require a sign permit, but are subject to the applicable requirements of this chapter:

- (a) **Address Number Sign.** A sign that identifies the address of a property, structure, or establishment, provided it does not exceed four (4) square feet in area for buildings containing four (4) residential units or fewer and no other uses or sixteen (16) square feet in area for a building containing five (5) or more residential units or any non-residential uses.
- (b) **Public sign.** Public signs as defined by this Chapter and notices erected, authorized, or mandated by any governmental law, statute, ordinance, or signs that conform to the U.S. Department of Transportation, Federal Highway Administration's Manual on Uniform Traffic Control Devices and is installed for the purpose of directing or instructing traffic.
- (c) **Construction/Work Zone Signs.** Signs designating construction/work zones, signs warning people to keep out of certain areas due to hazardous conditions, and signs identifying the future development of the site for which the construction fence is erected may be affixed to the fence, subject to the following conditions:
 - (1) Shall not be in the public right-of-way unless the project involves permitted work in the public right-of-way or unless the sign is affixed to an authorized temporary fence or barricade around the construction/work zone area in the public right-of-way.
 - (2) Must be removed within five (5) calendar days upon completion of the project.
 - (3) Signs are allowed on each frontage of the construction/work zone.
 - (4) Shall not extend beyond the top or the ends of the support structure to which it is attached.
- (d) **Sidewalk Sign.** A two-sided, portable sign, placed directly outside of the establishment to which it relates, are allowed subject to the following conditions:
 - (1) A maximum of one (1) sidewalk sign is allowed per establishment per street frontage.
 - (2) Sign shall not exceed six (6) square feet in sign surface area per side and three (3) feet in height.
 - (3) Sign may be placed outside on the premises or public sidewalk during the business hours of the establishment to which it relates only and shall be stored indoors at all other times.
 - (4) Sign shall not interfere with ingress and egress to a building, parking lot or street; shall always maintain a minimum of five (5) feet of unobstructed sidewalk clearance; and shall not interfere with visibility at the intersection of any street or driveway.
 - (5) Sign shall not be illuminated, contain any electronic components, or have attached to it any balloons, streamers, banners, or other such materials.
 - (6) Sign may not be placed outdoors when high winds, heavy rain, or heavy snow conditions are present and may not interfere with any snow removal operations.
- (e) **Suspended Signs.** One (1) suspended sign up to six (6) square feet in area is permitted for each ground floor establishment. A minimum vertical clearance of at least eight (8) feet from the lowest edge of the sign to the finished grade directly below is required.
- (f) **Flags** that are not intended to solely draw attention to the site or any business/operation occurring thereon, shall be permitted on flag poles that are anchored into the ground, are at least twenty (20) feet but no taller than thirty-five (35) feet in height and not located in a public right-of-way.

1310.10 PROHIBITED SIGNS

The following signs and any other signs not specifically permitted by this Chapter are prohibited:

- (a) **Signs which are:**
 - (1) Abandoned signs, sign structures, or parts thereof.
 - (2) Animated signs using or indicating movement using lights or moving parts.
 - (3) Balloons, inflatables, pennants, streamers, spinners, or flags, and other objects which are used as signs.
 - (4) Banner signs extending on or over public property, except as authorized by the City, County, or State.
 - (5) Unlawfully installed or erected.
 - (6) Unsafe or capable of causing electrical shock.
 - (7) Using words or symbols which would tend to mislead or confuse vehicle operators. For example, "STOP", "LOOK", "DANGER".
 - (8) Obstructing the view of, imitating, copying, purporting to be, or may be confused with any authorized official sign, traffic sign, traffic signal, or traffic control device.
 - (9) Obstructing or impairing access to windows, doors, roofs, or other building openings necessary for fire escape.
 - (10) In the public right-of-way, except as permitted and regulated elsewhere in these Ordinances.

- (11) Attached to trees, streetlights, traffic signs, utility poles, utility boxes, or standpipes.
- (12) Attached to any fence, wall, retaining wall, or accessory structure.
- (13) Vehicle Signs.
- (14) If attached to a building, project above the parapet or roof line, except as otherwise permitted and regulated by this Chapter.
- (15) Contain obscenity.

1310.11 TEMPORARY SIGNS**(a) In General:**

- (1) Each non-residential use and each multiple family residential use with more than twenty (20) units is permitted one (1) temporary sign for up to thirty (30) calendar days, twice during a calendar year on the parcel of land where the business, agency, institution, or residential use to which the sign relates is in active operation.
- (2) Shall only be permitted on parcels that have at least one (1) property line abutting a non-local street and shall be oriented toward a non-local street.
- (3) A temporary freestanding sign shall not exceed thirty-two (32) square feet in area.
- (4) A temporary wall sign shall not exceed fifty (50) square feet in area.
- (5) Shall not be internally illuminated.
- (6) An additional temporary sign may be allowed per parcel when the parcel, building, or building suite to which the sign relates is being offered for sale or lease subject to the following restrictions:
 - a. Sign shall not be located in the public right-of-way.
 - b. One (1) sign is allowed per street frontage.
 - c. Sign shall not interfere with ingress and egress to a building, parking lot or street, shall always maintain a minimum setback of five (5) feet from a property line abutting a road right-of-way and shall not interfere with visibility at the intersection of any street or driveway.
 - d. Sign shall not exceed twelve (12) square feet in area and four (4) feet in height on residential parcels of land that have twenty (20) residential units or fewer or on parcels of land containing nonresidential uses that are less than one-half (0.5) acres in size.
 - e. Sign shall not exceed thirty-two (32) square feet in area and six (6) feet in height on residential parcels of land containing more than (20) residential units or on parcels containing nonresidential uses that exceed one-half (0.5) acres in size.
 - f. Sign shall be removed within five (5) calendar days following the closing of the sale or lease.
- (7) Additional temporary signs may be allowed per parcel leading up to and following an official local, county, state, or federal election or referendum subject to the following restrictions:
 - a. Sign shall not be located in the public right-of-way.
 - b. Sign shall not interfere with ingress and egress to a building, parking lot or street and shall not interfere with visibility at the intersection of any street or driveway.
 - c. Sign shall not exceed six (6) square feet in area or three (3) feet in height.
 - d. Sign shall be removed within ten (10) calendar days following the election to which the sign was associated.

(b) Temporary Freestanding Signs:

- (1) Shall be subject to the site visibility requirements of Section 1250.03.03 of the Zoning Ordinance.
- (2) Shall be setback at least ten (10) feet from a property line abutting a public right-of-way line.
- (3) Shall not exceed six (6) feet in overall height.
- (4) No temporary sign of any kind, except for sidewalk signs and construction/work zone signs as permitted and regulated by this Chapter, shall be allowed in the public right-of-way.
- (5) Shall not be permitted on parcels of land in the DT-1 zoning district that are less than one-half (0.5) acres in size or have more than fifty percent (50%) of the total building area on the parcel in use for residential purposes.

(c) Temporary Wall Signs:

- (1) Must be flat mounted against the wall of a building and properly affixed thereto.
- (2) Shall not be placed above the first floor of the building, on a roof, or extend above the roofline of a building.
- (3) Shall not be illuminated.

(d) Temporary Signs in Residential districts

- (1) Temporary signs on parcels in residential zoning districts and on parcels used for single- or two-family dwellings in the DT-1 district are limited to three (3) feet in height and three (3) square feet in sign area.
- (2) Temporary signs shall not be placed in the right-of-way or attached to a fence, structure, or residential building.

1310.12 WALL SIGNS**(a) In General:**

- (1) Wall signs shall be parallel to the building wall they are attached to and shall not project more than twenty-four (24) inches from the building wall. Wall signs may only extend up to thirty-six (36) inches beyond the wall of the building it is attached to in order to accommodate a curved design or a sign that has depth through overlapping planes or varying plane thickness.
- (2) Wall signs shall not obstruct any door, window, fire escape, or ventilation system
- (3) Wall signs shall not extend above the top of a building wall or beyond the ends of the wall to which they are attached, except as otherwise permitted by this chapter.
- (4) Wall signs shall be located no higher on the building wall than twenty (20) feet from the finished grade of the wall to which it is attached.
- (5) One (1) sign shall be permitted on each of the four (4) walls facing different directions on:
 - a. Buildings being used for non-residential land uses.
 - b. Buildings with a mix of residential and nonresidential uses.
 - c. A multiple-family residential building containing more than twenty (20) units, except that no sign shall be permitted on a building wall that faces an adjoining parcel being used solely for residential purposes with less than twenty (20) units.
- (6) Each business that has a pedestrian or loading entrance on the rear of the building shall be permitted one (1) additional ten (10) square foot sign on the wall near that entrance to the building, for identification purposes only.
- (7) A wall sign may be attached to a mansard roof subject to all other requirements of this chapter.

- (8) In addition to wall signs, buildings that have at least six (6) stories above ground and are not used solely for residential purposes may have one (1) building identification sign on each of the four (4) walls of the highest floor of the building facing different directions. The building identification signs shall not exceed one hundred (100) square feet in area.
- (9) Wall signs may only be illuminated if the wall does not face a Single- or Two-Family residential use.
- (10) The combined total area of all walls signs shall not exceed what is permitted for the building based upon Table 1310.12 (a)(9):

Table 1310.12 (a)(9)	
Building Frontage	Maximum Wall Sign Area
Up to 39 lineal feet of building frontage	15 percent of building façade area Maximum size of 50 square feet
40 feet to 99 feet of lineal building frontage	15 percent of building façade area Maximum size 150 square feet
100 feet or more of lineal building frontage	15 percent of building façade area Maximum size 200 square feet
Building façade area calculated by 15 feet in height x building width	

(b) Multi-Tenant Buildings

- (1) Each business that occupies part of and has a direct entrance on the front wall of the building shall be permitted one (1) wall sign, the allowable square footage shall be based upon Table 1310.12 (a)(9) and determined by the linear footage of the front wall of the building that the business occupies.
- (2) Businesses that occupy a corner suite are permitted one (1) sign on the front wall and one (1) sign on the side wall of the building where the business is located. The allowable square footage for a sign on the side wall of the building is limited to one-half (0.5) of the square footage that is permitted for the business on the front wall of the building or fifty (50) square feet, whichever is greater.
- (3) Multi-tenant buildings may have one (1) multi-tenant wall sign on the rear facade of the building that is occupied by businesses. The allowable square footage for a sign on the rear of the building shall be the same as, and shall not be deducted from, what is permitted for the businesses on the front or side walls of the building.
- (4) Businesses that do not occupy any part of the frontage of the building shall be permitted one (1) sign, not exceeding ten (10) square feet in area on the front wall of the building, near the entrance for which the business can be accessed.

1310.13 FREESTANDING SIGNS

(a) S-C, MX-C, MX-1, MX-2, DT-2, IND-1, IND-2, IND-3, INST-1 & INST-2 Zoning Districts.

- (1) One (1) freestanding sign per parcel of land is permitted. One (1) additional sign may be permitted on a corner parcel that is more than five (5) acres in size and has frontage along and direct access to two (2) non-local roads, if both signs are not oriented towards and clearly visible from the same road.
- (2) Sign shall be set back at least six (6) feet but not more than fifteen (15) feet from the property lines abutting a public right-of-way.
- (3) A freestanding sign may be set back up to thirty (30) feet from property lines abutting a public right-of-way if approved by the Zoning Administrator based on dimensional restraints of the property or building placement.
- (4) Sign shall not exceed twenty-five (25) feet in height and one hundred twenty (120) square feet in area.
- (5) Any sign set back less than ten (10) feet from the property line shall not exceed six (6) feet in height and thirty-two (32) square feet in area.
- (6) No freestanding sign shall be erected on a vacant parcel.

(b) MX-3, DT-1, DT-3, R-AR, MFR and R-MX Zoning Districts.

- (1) One (1) freestanding sign shall be permitted on each parcel of land containing a non-residential use, a mix of residential and non-residential uses or a multiple family residential use with more than twenty (20) residential units. One (1) additional sign may be permitted on a corner parcel that is more than five (5) acres in size and has frontage along and direct access to two (2) non-local roads, if both signs are not oriented towards and clearly visible from the same street.
- (2) Sign shall only be permitted on parcels that have frontage on and shall be oriented towards a non-local street.
- (3) Sign shall not exceed six (6) feet in height and thirty-two (32) square feet in area and shall be setback at least six (6) feet from property lines abutting a public right-of-way on parcels that are less than one (1) acre in size.
- (4) Sign shall not exceed ten (10) feet in height and sixty (60) square feet in area and shall be setback at least ten (10) feet from property lines abutting a public right-of-way on parcels that are more than one (1) acre in size.
- (5) No freestanding sign shall be erected on a vacant parcel.

(c) Institutional Uses.

- (1) Institutional uses in the S-C, MX-C, MX-1, MX-2, MX-3, DT-1, DT-2, DT-3, IND-1, IND-2, and IND-3, zoning districts shall be subject to the same sign regulations as all other uses within said districts.
- (2) In all other zoning districts, one (1) freestanding sign shall be permitted on parcels that are at least one-half (0.5) acre in size, have at least one (1) property line abutting a non-local street and contain an institutional use in active operation. One (1) additional sign may be permitted on a corner parcel that is more than five (5) acres in size and has frontage along and direct access to two (2) non-local streets, if both signs are not oriented towards and clearly visible from the same street.
- (3) One (1) freestanding sign per entrance to the site along a non-local street shall be permitted for institutional uses in all zoning districts that are more than ten (10) acres in size, as long as the signs are separated by at least one hundred (100) feet.
- (4) Sign shall not exceed six (6) feet in height and thirty-two (32) square feet in area and shall be setback at least six (6) feet from property lines abutting a public right-of-way on parcels that are less than one (1) acre in size.
- (5) Sign shall not exceed ten (10) feet in height and sixty (60) square feet in area and shall be setback at least ten (10) feet from property lines abutting a public right-of-way on parcels that are more than one (1) acre in size.

(d) Multi-Tenant Signs

- (1) Signs shall be permitted in the SC, MX-C, MX-1, MX-2, IND-1, IND-2, IND-3, INST-1, and INST-2 zoning districts.
- (2) One (1) sign per parcel of land is permitted. One (1) additional sign may be permitted on a corner parcel, at least five (5)

acres in size, with frontage along two (2) non-local streets if both signs are located near a primary entrance to the site and are not oriented towards or clearly visible from the same street.

- (3) Sign shall not exceed twenty-five (25) feet in height and two hundred (200) square feet in area.
- (4) Sign shall be setback at least ten (10) feet but no more than thirty (30) feet from the property lines abutting a public right-of-way.
- (5) A business that is accessed from an adjacent multi-tenant site may, with expressly written permission from the sign owner, advertise its business on the multi-tenant sign but will then not be entitled to an additional freestanding sign on the parcel of land occupied by the business.

- (e) Signs that are located interior to a school campus, hospital campus, park, multiple-family development, or multi-tenant commercial development may exceed the number of signs allowed herein, provided that such signs are not clearly legible from any public street.
- (f) A business whose building and associated parking lot(s) covers multiple parcels that are not combined but are immediately adjacent to one another and are associated with the same establishment shall not be permitted more than one (1) freestanding sign.

1310.14 WINDOW SIGNS

- (a) Window signs shall not exceed twenty (20) percent of the area of the window from which the sign can be seen from the exterior of the building. All mounting hardware and equipment shall be concealed from the exterior view of the building. In the case of multi-pane windows, the surface area of the window shall be the combined surface area of the individual panes.

1310.15 AWNING/CANOPY SIGNS and VEHICLE SERVICE STATION CANOPY SIGNS

- (a) Awning/canopy signs.
 - (1) Signs, on awnings or canopies located above entrances to a building intended to provide shelter or installed as an architectural element, shall count towards the allowable number and square footage of wall signage permitted for the business in the building that it relates thereto.
 - (2) A sign may extend up to five (5) feet vertically above the flat roof of a canopy. If the sign is limited to the address or the name of the building, it shall not count towards the wall signage limitations. In no case shall the sign exceed forty (40) square feet in area.
 - (3) Electronic Message Center signs are not permitted on awnings or canopies.
 - (4) Only awnings or canopies on the first-floor story of the building may contain signs.
 - (5) The sign area shall not exceed what is permitted for wall signage for the building, or fifty (50) percent of the awning or canopy surface on which it is displayed, whichever is less.
 - (6) All awnings or canopies shall be subject to the architectural standards set forth in Section 1246.04.01 (d) of the Zoning Ordinance.
- (b) Motor Vehicle service station canopy signs.
 - (1) One (1) sign is permitted on each side of the canopy.
 - (2) No part of the sign shall extend above or below the canopy and must be flat mounted against the canopy.
 - (3) Signs shall not exceed twenty-five percent (25%) of the area of the side of the canopy to which it is attached.
 - (4) Signs on canopies shall not count towards the allowable number of wall signs for the building, whether or not it is attached thereto.
 - (5) EMC signs are permitted.

1310.16 PROJECTING SIGNS

Projecting signs are permitted in all non-residential zoning districts for each business occupying a building subject to the following provisions:

- (a) One (1) sign per business. Businesses on corner parcels that occupy a part of the first-floor building walls, may have one (1) projecting sign facing each public street. First floor businesses that have a customer entrance at the rear of the building may have one (1) projecting sign on the rear building wall.
- (b) Sign shall not exceed sixteen (16) square feet in area or a maximum projection from the building wall of four and one-half (4.5) feet.
- (c) Where a projecting sign is located on the corner of a building and is used in lieu of one (1) permitted wall sign, the area of the projecting sign may exceed sixteen (16) square feet and shall be deducted from the total allowable wall sign area for the building establishment. Such signs shall be visible from at least two (2) directions.
- (d) Sign shall have a minimum vertical clearance of ten (10) feet from the bottom edge of the sign to the ground or sidewalk, or fifteen (15) feet if overhanging an alley.
- (e) Signs on the front building wall(s) shall be located within fifteen (15) feet of the ground directly below the sign. Signs on the rear building wall shall be located within twenty (20) feet of ground directly below the sign.
- (f) There shall be a minimum separation distance of eight (8) feet between projecting signs.

1310.17 NEIGHBORHOOD ENTRANCEWAY SIGNS

Signs that identify the name of a subdivision, condominium development, or neighborhood organization recognized as being active by the City of Lansing Department of Neighborhoods, Arts, and Citizen Engagement, may be located within the public right-of-way and shall be subject to the following:

- (a) Review, approval, and issuance of permits from the Public Service Department and the Building Safety Office are required prior to installation of a sign. A plan showing the proposed location of the sign, a rendering of the sign showing the content, materials and all dimensions and a plan for appropriate landscaping around the base of the sign shall be submitted along with the permit applications.
- (b) The sign subject matter must be related solely to identifying the name of the subdivision, according to the recorded plat thereof, the name of the condominium according to the recorded master deed, or the name of the neighborhood organization/association recognized as being active by the Department of Neighborhoods, Arts, and Citizen Engagement, or its successor.
- (c) Sign shall not exceed six (6) feet in height and fifty (50) square feet in area and shall not be internally illuminated or contain a changeable message center of any kind.
- (d) One (1) sign on each side of the roadway at the primary entrance(s) or one (1) sign within a boulevard at the primary entrance(s) of the subdivision, condominium development or designated neighborhood association/organization may be permitted. The primary entrances where such signs may be located must be at the intersection of a street entering the area to which it is identifying and a non-local street, unless otherwise approved by the Public Service Department.
- (e) Signs may be located at no more than two (2) primary entrances to the subdivision, condominium development, or neighborhood association/organization area that it identifies.
- (f) The sign, land, and landscaping around the sign must be retained in ownership by the City. All construction, maintenance, or repair, however, shall be the responsibility of the homeowners or condominium association or the neighborhood organization/association.

- (g) Appropriate insurance and indemnity policies protecting the City against liability must be provided and maintained.
- (h) The City retains the right to remove the sign and the landscaping if it is not being properly maintained or if it necessary to perform roadway, sidewalk, or utility construction/repair, or for any reason at all.

1310.18 VARIANCES and APPEALS

- (a) The Board of Zoning Appeals shall hear and decide requests for variances and appeals regarding a decision or determination made by the Zoning Administrator related to the provisions of this Chapter. Requests made to the Board of Zoning Appeals are subject to all of the requirements, procedures, and evaluation criteria established by [Chapter 1274](#) of the Zoning Ordinance.
- (b) To prevent signs exceeding the dimensions allowed in this Chapter from conflicting with business, residential and public land uses, no new freestanding signs exceeding the dimensions allowed in this Chapter shall be constructed, and no existing signs shall be rebuilt in excess of their existing dimensions, within the City of Lansing, unless approved by the Board of Zoning Appeals based upon a determination that removal and replacement of such an existing sign is necessary to accommodate new development on the site upon which it is located.
- (c) In making its decision, the Board must find that the proposed development is consistent with the zoning designation of the property and all applicable provisions of the Zoning Ordinance as well the goals and objectives of the City's current Master Plan and the future land use plan being advanced therein.
- (d) Appeals pertaining to the structural features of a sign shall be made to the Building Board of Appeals.

1310.98 ISSUANCE OF MUNICIPAL CIVIL INFRACTION CITATIONS AND VIOLATION NOTICES

The Zoning Administrator, the Building Official and any of their designees are hereby designated as the authorized City officials to issue Municipal civil infraction citations (directing alleged violators to appear in court) or Municipal civil infraction violation notices (directing alleged violators to appear at the Municipal Ordinance Violations Bureau) as provided in Chapter 203 of these Codified Ordinances.

1310.99 PENALTY

Whoever violates any of the provisions of this chapter is responsible for a Municipal civil infraction and shall be subject to the civil fine provided in Section 203.06 of these Codified Ordinances, plus costs and other sanctions, for each infraction. Repeat offenses shall be subject to increased fines as provided in Section 202.99(c)(2).

Section 3. All ordinances, resolutions or rules, parts of ordinances, resolutions, or rules inconsistent with the provisions are repealed.

Section 4. Should any section, clause or phrase of this ordinance be declared to be invalid, the same shall not affect the validity of the ordinance as a whole, or any part thereof other than the part so declared to be invalid.

Section 5. This ordinance shall take effect on the 30th day after enactment, unless given immediate effect by City Council, and shall expire December 31, 2032.

Speaker Registration for Public Comment on City Government Related Matters

City Clerk Swope announced that the public comment registration form(s) for those intending to address Council on City government matters will be collected and that only those persons who have fully completed the form(s) will be permitted to speak.

Reports From City Officers, Boards, and Commissions; Communications and Petitions; and Other City Related Matters

By Vice President Hussain that all items be considered as being read in full and that President Garza make the appropriate referrals

Motion Carried

- Reports from City Officers, Boards and Commissions:

Item(s) from the City Clerk re:

Minutes of Boards and Commissions placed on file in the Clerk's Office

Placed on File

Item(s) from the Mayor re:

Grant Acceptance; US Department of Agriculture Forestry Grant

Referred to the Committee of the Whole

Appointment: Julie Vandenoorn as a City of Lansing Member of the Capital Area District Library Board for a term to expire April 15, 2028

Referred to the Committee on City Operations

Appointment; Jonathan Smith as an At-Large member of the Lansing Entertainment and Public Facilities Authority Board of Commissioners for a term to expire June 30, 2025

Referred to the Committee of the Whole

Amending Part 12, Title 6, Form Based Zoning Code, Second Amendment

Referred to the Committee on Development and Planning

Setting a Public Hearing on amending Part 12, Title 6, Form Based Zoning Code, Second Amendment

Referred to the Committee on Development and Planning

Amending Part 12, Title 6, Chapter 1250 to include 1250.04.08, Accessory Dwelling Units
Referred to the Committee on Development and Planning

Setting a Public Hearing on amending Part 12, Title 6, Chapter 1250 to include 1250.04.08, Accessory Dwelling Units
Referred to the Committee on Development and Planning

Amending Chapter 1236, Design Standards for Parcel Dimensions
Referred to the Committee on Development and Planning

Setting a Public Hearing on Amending Chapter 1236, Design Standards for Parcel Dimensions
Referred to the Committee on Development and Planning

Item(s) from the Historic District Commission re:

Communication request Historic District Study Committee of the former Eastern High School
Referred to the Committee on Ways and Means

- Communications and Petitions, and Other City Related Matters:

Claim Appeal; Claim 2059, IPLANGROUP for \$1762.50 in red tag fees at 1504 Lansing Ave. (PEND-3803)
Referred to the Committee on City Operations

Affidavit of Disclosure; Justin Moore, Lansing Police Department
Referred to the Board of Ethics

Communication from Lansing Economic Area Partnership (LEAP) opposing the creation of a Historic District at the former Eastern High School
Referred to the Committee on Ways and Means

Communication from Mitch Rice about Payments in Lieu of Taxes (PILOTS)
Placed on File

Remarks by Council Members

Council Member Spadafore acknowledged Council Member Hussain's birthday is tomorrow.

Council Member Jackson commented on Board Water and Light rate of increase.

Council President Garza wished his wife a happy 20th wedding anniversary.

Public Comment on City Government Related Matters

David Ellis spoke about traffic safety and construction on Michigan Ave.

Loretta Stanaway spoke about various City matters.

David Arnold spoke about homelessness.

Luna Brown spoke about accessibility issues.

Nicklas Zande spoke about various City matters.

Michael Mercer spoke about various City matters.

David Hockenson spoke about various City matters.

Adjourned Time 9:10 P.M.

Chris Swope, City Clerk

You will not be called to speak unless all required blanks on this form are completed.



Public Comment on Legislative Matters Registration

*The City of Lansing welcomes and encourages public comment relating to City Legislative Matters. In order to facilitate public input, you **MUST** complete this card and submit it to the City Clerk or City Clerk Staff **prior** the close of registration as announced by the City Clerk.*

*Legislative matters consist of the following items on the agenda: **public hearings, resolutions, ordinances for introduction, and ordinances for passage.** The public may comment for up to three minutes*.*

Agenda Item Number(s) or Description(s) 546

Name (print) Lorella S. Farnsworth E-Mail (optional) _____

Address (street, city, zip) 546 Cunningham

Company or organization represented, etc. (if applicable) _____

Signature [Signature] Pronouns _____

- Public speakers will be called by the City Clerk. When the City Clerk recognizes you, please proceed to the speaker's podium and speak directly and clearly into the microphone. Do not touch the microphone.
- Direct your comments to the Council President.
- No speaker called upon to speak shall by speech or conduct disturb, disrupt, delay, interfere with, or otherwise impede the orderly conduct of the Council meeting.
- No personal attacks or defamatory remarks towards any person will be permitted.
- Questions raised during public comment may or may not be answered by the President, another Council Member, the Mayor, or member of the City Staff during the meeting.
- Time limit to address the council on legislative matters is **3 Minutes***.
- Spokespersons for a group or shared viewpoint are encouraged; however, a speaker's time limit may not be increased through assignment of someone else's time or opportunity to speak.
- No registrations will be accepted after the deadline as announced by the City Clerk.
- If you wish to submit written materials, please provide them to the City Clerk or City Clerk staff along with this form.
- The City Council conducts its open meetings in an orderly manner in accordance with the Open Meetings Act. Council meetings will not be conducted as interactive forums or "town meetings."

Thank you for your involvement and interest in our City,
Chris Swope, Lansing City Clerk, MiPMC / MMC

* *The Presiding Officer may reduce the amount of time for each speaker if he or she determines that the number of registered speakers is so numerous that the meeting cannot be timely concluded without a reduction in the time allocated for each speaker.*

Persons with disabilities who need an accommodation to fully participate in this meeting should contact the City Clerk's Office at (517) 483-4131 (TDD (517) 483-4479). 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.

You will not be called to speak unless all required blanks on this form are completed.



Public Comment on Legislative Matters Registration

*The City of Lansing welcomes and encourages public comment relating to City Legislative Matters. In order to facilitate public input, you **MUST** complete this card and submit it to the City Clerk or City Clerk Staff prior the close of registration as announced by the City Clerk.*

*Legislative matters consist of the following items on the agenda: **public hearings, resolutions, ordinances for introduction, and ordinances for passage.** The public may comment for up to three minutes*.*

Agenda Item Number(s) or Description(s) 5+6 LHC PILOTS

Name (print) David Ellis E-Mail (optional) _____

Address (street, city, zip) 323 N Walnut St #908 Lansing MI

Company or organization represented, etc. (if applicable) _____

Signature David Ellis Pronouns _____

- Public speakers will be called by the City Clerk. When the City Clerk recognizes you, please proceed to the speaker's podium and speak directly and clearly into the microphone. Do not touch the microphone.
- Direct your comments to the Council President.
- No speaker called upon to speak shall by speech or conduct disturb, disrupt, delay, interfere with, or otherwise impede the orderly conduct of the Council meeting.
- No personal attacks or defamatory remarks towards any person will be permitted.
- Questions raised during public comment may or may not be answered by the President, another Council Member, the Mayor, or member of the City Staff during the meeting.
- Time limit to address the council on legislative matters is **3 Minutes***.
- Spokespersons for a group or shared viewpoint are encouraged; however, a speaker's time limit may not be increased through assignment of someone else's time or opportunity to speak.
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- If you wish to submit written materials, please provide them to the City Clerk or City Clerk staff along with this form.
- The City Council conducts its open meetings in an orderly manner in accordance with the Open Meetings Act. Council meetings will not be conducted as interactive forums or "town meetings."

Thank you for your involvement and interest in our City,
Chris Swope, Lansing City Clerk, MiPMC / MMC

* *The Presiding Officer may reduce the amount of time for each speaker if he or she determines that the number of registered speakers is so numerous that the meeting cannot be timely concluded without a reduction in the time allocated for each speaker.*

Persons with disabilities who need an accommodation to fully participate in this meeting should contact the City Clerk's Office at (517) 483-4131 (TDD (517) 483-4479). 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF HEALTH AND HUMAN SERVICES
INGHAM COUNTY DHHS

ELIZABETH HERTEL
DIRECTOR

September 23, 2024

Lansing City Council
124 W Michigan Ave #10
Lansing, MI 48933

Dear City Council:

One of the goals of Ingham County Department of Health and Human Services (ICDHHS) is our commitment to safe, clean, and affordable housing for the individuals and families we serve in the community. As you know Lansing has a significant shortage of affordable housing that meets the above criteria. We are writing to you today in support of the request for a 5% PILOT to the Lansing Housing Commission for the development of 2 affordable housing developments which will come before the council on September 23, 2024. These 5% PILOT will lead to over \$43 million investment into much needed affordable housing in our community. Your support and vote to approve the requested PILOTS will help to provide an additional 111 units of affordable housing. The expected project will leverage MSHDA Low Income Housing Tax Credits and provide critical housing for our community.

ICDHHS, urges City Council to consider the many benefits of these the requested PILOTS. The housing developments will be situated close to public transportation, and many other city's amenities. The project will provide housing for a diverse range of populations in our community including middle-income adults to those who have been or face homelessness. The building will employ new downtown workers and support numerous current businesses who provide support to the housing industry including plumbers, electricians, and landscape companies to name a few. These projects can help address the city's need for more affordable housing, which will in return add additional residents and income into the City of Lansing.

Increasing the safe, affordable housing supply is critical to ensure that the City of Lansing will remain a healthy thriving and inclusive community. ICDHHS hopes that you will use your vote to support the requested 5% PILOTS to provide this much needed housing opportunity for our community.

Respectfully,

A handwritten signature in cursive script, reading "Su' Alyn Holbrook". The signature is written in black ink and is positioned above the printed contact information.

Su' Alyn Holbrook, Director ICDHHS
CASH Administration
5303 S. Cedar Street
Lansing MI 48909
HolbrookS@michigan.gov
(517) 887-9791



September 18, 2024

Lansing City Council
124 W Michigan Ave #10
Lansing, MI 48933

Dear City Council:

Catholic Charities of Ingham, Eaton and Clinton Counties is very commitment to safe, clean, and affordable housing for the individuals and families we serve in the community. As you know Lansing has a significant shortage of affordable housing that meets the needs of our clients. We are writing to you today in support of the request for a 5% PILOT to the Lansing Housing Commission for the development of 2 affordable housing developments which will come before the council on September 23, 2024. These 5% PILOT will lead to over \$43 million investment into much needed affordable housing in our community. Your support and vote to approve the requested PILOTS will help to provide an additional 111 units of affordable housing in our community. The expected project will leverage MSHDA Low Income Housing Tax Credits and provide critical housing for our community.

Catholic Charities of Ingham, Eaton and Clinton Counties urges City Council to consider the many benefits of these the requested PILOTS. The housing developments will be situated close to public transportation, and many other city's amenities. The project will provide housing for a diverse range of populations in our community including middle-income adults to those who have been or face homelessness. The building will employ new downtown workers and support numerous current businesses who provide support to the housing industry including plumbers, electricians, and landscape companies to name a few. These projects can help address the city's need for more affordable housing, which will in return add additional residents and income into the City of Lansing.

Increasing the safe, affordable housing supply is critical to ensure that the City of Lansing will remain a healthy thriving and inclusive community. Catholic Charities of Ingham, Eaton and Clinton Counties, hopes that you will use your vote to support the requested 5% PILOTS to provide this much needed housing opportunity for our community.

Respectfully,

A handwritten signature in black ink, appearing to read "Joe Garcia".

Joe Garcia, CEO



WAI-IAM, Inc. & RISE Recovery Community
217 N. Sycamore Street
Lansing, MI 48933
Phone: 517-708-8688
www.wai-iam.com



September 23, 2024

Lansing City Council
124 W Michigan Ave #10
Lansing, MI 48933

Dear City Council:

One of the goals of WAI-IAM, Inc. is our commitment to safe, clean, and affordable housing for the individuals and families we serve in the community. As you know Lansing has a significant shortage of affordable housing that meets the above criteria. We are writing to you today in support of the request for a 5% PILOT to the Lansing Housing Commission for the development of 2 affordable housing developments which will come before the council on September 23, 2024. These 5% PILOT will lead to over \$43 million investment into much needed affordable housing in our community. Your support and vote to approve the requested PILOTS will help to provide an additional 111 units of affordable housing. The expected project will leverage MSHDA Low Income Housing Tax Credits and provide critical housing for our community.

WAI-IAM, Inc. urges City Council to consider the many benefits of these the requested PILOTS. The housing developments will be situated close to public transportation, and many other city's amenities. The project will provide housing for a diverse range of populations in our community including middle-income adults to those who have been or face homelessness. The building will employ new downtown workers and support numerous current businesses who provide support to the housing industry including plumbers, electricians, and landscape companies to name a few. These projects can help address the city's need for more affordable housing, which will in return add additional residents and income into the City of Lansing.

Increasing the safe, affordable housing supply is critical to ensure that the City of Lansing will remain a healthy thriving and inclusive community. WAI-IAM, Inc. hopes that you will use your vote to support the requested 5% PILOTS to provide this much needed housing opportunity for our community.

Respectfully,

Jacquelyn Liebner
Jacquelyn Liebner
Executive Director

**CITY OF LANSING
NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that a Public Hearing will be held on Monday, September 23, 2024, at 7:00 p.m. in the City Council Chambers, 10th Floor Lansing City Hall, 124 W. Michigan Ave., Lansing, MI for the purpose of considering:

An Ordinance of the City of Lansing, Michigan, to amend the Code of Ordinances of the City of Lansing by adding a new section 888.____ for the purposes of providing for a service charge in lieu of taxes for fifty-six (56) low-income dwelling units in a project known as Riverview 220 Apartments, pursuant to the provisions of the State Housing Development Authority Act of 1966, (being Public Act 346 of 1966, as amended [MCL 125.1401, et seq.]) (The "Act").

For more information, please call Lansing City Council at 517-483-4177. If you are interested in this matter, please attend the public hearing or send a representative. Written comments will be accepted between 8 a.m. and 5 p.m. on City business days if received before 5 p.m., on the day of the Public Hearing at the City Clerk's office, Ninth Floor, City Hall, 124 West Michigan Ave., Lansing, MI 48933 or email city.clerk@lansingmi.gov.

Chris Swope, Lansing City Clerk, MMC/MiPMC
www.lansingmi.gov/Clerk
www.facebook.com/LansingClerkSwope

GENERAL INFORMATION

APPLICANT: (Sponsor/Developer)	Lansing Housing Commission
OWNERSHIP ENTITY:	220 Kalamazoo Limited Dividend Housing Association LP
STATUS OF APPLICANT:	Newly Formed Ownership Entity
REQUESTED PILOT:	5% of rents received (less utilities) as payment in lieu of taxes.
REQUESTED TERM OF PILOT:	40 years
EXISTING LAND USE:	Parking Lot.
EXISTING ZONING:	DT-1-Urban Edge
PROPERTY SIZE & SHAPE:	1.6-acre site. Vacant property with flat features with frontage on S. Grand Avenue.
SURROUNDING LAND USE:	N: Office S: Office E: Office W: Retail/Office
SURROUNDING ZONING:	N: DT-3 Downtown Core S: DT-3 Downtown Core E: DT-3 Downtown Core W: DT-3 Downtown Core

PROJECT ANALYSIS

Request and description of project: The request for a site-specific PILOT ordinance is submitted by Lansing Housing Commission. The request is for a 40-year 5% PILOT for property located at 220 E. Kalamazoo Street (TPN 33-01-01-16-452-013). The new construction project is proposed for this site utilizing LIHTC funding. The completed 4 story building will contain a total of 63 housing units, of which 7 will be market rate and 56 will be affordable housing units, with households occupying the affordable units being at or below 60% of Area Median Income, paying 30% of their adjusted income, along with a rental subsidy of PBV and RAD. These 56 affordable units include fifty-two 2-bedroom units and four 3-bedroom units designated as

affordable housing, including seven barrier free units. This project also includes 2,000 square feet of office space for lease. The office space and market rate housing units contained within this project will not receive a PILOT but instead will pay ad valorem taxes. The project has been awarded a Low-Income Housing Tax Credit. Construction will begin in December of 2024 and will be completed in September of 2026. The estimated total development cost of this new 62,000 sq. ft. construction multifamily and commercial office project is \$22,995,310.

Project Financing: This project consists of new construction of 63 units and 2000 square feet of office space. It will be competing for Low Income Housing Tax Credits to be awarded by MSHDA. If approved for tax credits, the basic criteria will be met in order to be considered for a 5% PILOT. The Owner anticipates permanently financing the project using MSHDA loans, a LHC Sponsor loan and deferred Developer fee, for a total development cost of \$22,995,310.

FINANCIAL ANALYSIS

Assessor's Financial Analysis:

The project includes one parcel that has a current Taxable Value of \$738,400. The parcel is currently an improved property with substantial off-street parking. The building is vacant and was previously used as office space.

- Estimated taxes for 2024: \$58,896

The fully developed property will contain a total of 63 units of which 56 will be subsidized and the remaining 7 will be at market rent. It will consist of 56-two bedroom, 7-three bedroom units and 2,000 square feet of commercial retail/office space. The Taxable Value “as if” fully developed is \$2,871,900 (subsidized units only) or \$3,316,700 (includes all units).

- Estimated taxes “as if” fully developed **w/out** a PILOT: *\$229,068
- Estimated taxes “as if” fully developed **with** a 5% PILOT: *\$40,844

**(Calculated for subsidized units only)*

Additional consideration should be given noting this project has already received a 10% PILOT request. It should be noted that the assessor's analysis did not calculate tax revenue that will be collected from the market rate units and commercial space planned.

RECOMMENDATION

Staff recommends adoption of the PILOT ordinance based on the following: The project is consistent with the City's Form-Based Zoning Code. Significant investment will take place to create 56 affordable housing units for the community.

Ordinance no. _____

An ordinance of the City of Lansing, Michigan, to amend the Code of Ordinances of the City of Lansing by adding a new section 888.____ for the purposes of providing for a service charge in lieu of taxes for fifty-six (56) low-income multi-family dwelling units in a project known as Riverview 220 Apartments, pursuant to the provisions of the State Housing Development Authority Act of 1966, (being Public Act 346 of 1966, as amended [MCL 125.1401, et seq.]) (The “Act”).

The City of Lansing ordains:

Section 1. That chapter 888 of the Code of Ordinances of the City of Lansing, Michigan be amended to add a new section _____ to read as follows:

_____ **Riverview 220 Apartments**

(a) ***Purpose.*** It is acknowledged that it is a proper public purpose of the state and its political subdivisions to provide housing for its residents of low and moderate income and to encourage the development of such housing by providing for a service charge in lieu of property taxes in accordance with the State Housing Development Authority Act of 1966, being Public Act 346 of 1966, as amended [mcl 125.1401, et seq.]. The City is authorized by such Act to establish or change the service charge to be paid in lieu of taxes by any or all classes of housing exempt from taxation under such Act at any amount it chooses, not to exceed the taxes that would be paid but for this Act. It is further acknowledged that such housing for persons of low and moderate income is a public necessity, and as the City will be benefited and improved by such housing, the encouragement of the same by providing certain real estate tax exemption for such housing is a valid public purpose.

(b) ***Definitions.***

- (1) **"Act"** means the State Housing Development Authority Act, being Public Act 346 of 1966, as amended.
- (2) **"Annual shelter rents"** means the total collections during an agreed annual period from all persons of low or moderate income, occupying the housing development representing rents for occupancy, which rental amounts shall be exclusive of charges for gas, electricity, heat or other utilities furnished to the occupants.
- (3) **"Authority"** means the Michigan State Housing Development Authority.
- (4) **"Housing development" or "Development"** means a development which contains a significant element of housing for persons of low and moderate income and such elements of other housing, commercial, recreational, industrial, communal and educational facilities as the authority may determine will improve the quality of the development as it relates to housing for persons of low and moderate income. For the purpose of this section, the name of this development is Riverview 220 Apartments, and consist of fifty-six (56) units of rental housing located within Lansing at:

LOTS 1, 2, 3, 4, 9, 10 & E 33 FT LOTS 11 & 12, BLOCK 134 ORIG
PLAT
- (5) **"HUD"** means The Department of Housing and Urban Development of the United States government.
- (6) **"Low-income housing tax credit program"** means the program established by Section 42 of the United States internal revenue code.
- (7) **"Low or moderate income"** means low- or moderate-income eligibility under the authority act or rules.

- (8) **"Mortgage loan"** means a loan that is federally aided (as defined in Section 11 of the act) or a loan or grant made or to be made by the authority to the Sponsor for the construction, rehabilitation, acquisition and/or permanent financing of a housing project and secured by a mortgage on the housing project.
- (9) **"Sponsor"** means a person or other entity with a housing development which is financed or assisted pursuant to the act. For purposes of this section, the Sponsor of Riverview 220 Apartments is the Lansing Housing Commission, or its successors or assigns.
- (10) **"Utilities"** means fuel, water, sanitary sewer and/or electrical service, which is paid for by the housing development.
- (c) ***Establishment of annual service charge.***
- (1) The City acknowledges that the Sponsor and the authority have established the economic feasibility of Riverview 220 Apartments in reliance upon the enactment and continuing effect of this section and upon the qualification of the fifty-six (56) units of housing in the housing development for exemption from all property taxes as established in this section,
- (2) Subject to the conditions and requirements of this section and the act, the fifty-six (56) units in the housing development for persons of low and moderate income identified as Riverview 220 Apartments and the property on which they are constructed shall be exempt from all property taxes for not more than forty (40) years, commencing with and including tax year 2025.
- (3) In lieu of all said property taxes on the fifty-six (56) units in the housing development, the Sponsor shall pay, and the City will accept, an annual service

charge for public services in the sum equal to five percent (5%) of the annual shelter rents.

- (4) The exemption provided under this section shall commence when the Sponsor complies with section 15a(1) of 1966 PA 346, as amended, codified as MCL 125.1415a(1), which provides: the owner of a housing project eligible for the exemption shall file with the local assessing officer (the City Assessor) a notification of the exemption, which shall be in an affidavit form as provided by the authority. The completed affidavit form first shall be submitted to the authority for certification by the authority that the project is eligible for the exemption. The owner then shall file or cause to be filed the certified notification of the exemption with the local Assessing Officer before November 1 of the year preceding the tax year in which the exemption is to begin.
- (5) In addition to the certification required pursuant to subsection (c)(4), the Sponsor shall provide for the housing development annually in writing to the City Assessor for the preceding year in which the property tax exemption was in effect:
- A. The annual audited accounting report for the Payment In Lieu Of Taxes; and
 - B. A certified statement identifying all the units rented to persons of low or moderate income; and
 - C. If requested by the City, proof that the housing development units have not increased, decreased, or been altered in any form, unless the City has otherwise amended the provisions of this section.
- (d) *Limitation on the payment of the annual service charge.* Notwithstanding Subsection (c), the service charge to be paid each year in lieu of taxes for the part of the housing

development project that is tax exempt and occupied by other than low- or moderate-income persons shall be equal to the full amount of the taxes that would otherwise be due and payable on that portion of the housing development project if the project were not tax exempt.

- (e) *Payment of annual service charge.* The service charge in lieu of taxes, as established under this section, shall be payable in the same manner as general property taxes are payable to the City, except that the annual payment shall be made on or before July 1 of the year following the year upon which such charge is calculated. Collection procedures shall be in accordance with the provisions of the General Property Tax Act (1893 PA 206 as amended; mcl 211.1 et.seq.).
- (f) *Contractual effect.* Notwithstanding the provisions of Section 15(a)(5) of the act to the contrary, a contract between the City and the Sponsor with the authority as third-party beneficiary under the contract, to provide tax exemption and accept payment in lieu of taxes as previously described, is effectuated by the enactment of this section.
- (g) *Duration.* This section shall remain in effect and shall not terminate for forty (40) years, commencing with and including tax year 2025, provided that the Sponsor complies with the requirements of the act and this section, and further provided that the housing development continues to be rented to low or moderate income persons at rents determined under the low income housing tax credit program, as the same maybe further amended or superseded, or there is an authority-aided or federally-aided mortgage on the housing development as provided in the act, or the authority or HUD has an interest in the property; but in no event beyond December 31, 2065. If (a) the construction of the housing development project does not commence or the Sponsors fail

to obtain a mortgage loan within two (2) years from the effective date of this ordinance, or (b) if transfer of title is not effectuated to 220 Kalamazoo Limited Dividend Housing Association LP within two (2) years from the effective date of this ordinance or (c) if the Sponsors change the scope or purpose of the fifty-six (56) units of housing within the housing development project without the consent of the City, by and through its representatives, and in accordance with the requirements of the Lansing City charter, and the Sponsor or other responsible party does not cure the violation within ninety (90) days after written notice is given to the Sponsor, then this ordinance shall automatically expire, terminate and be of no further effect.

Section 2. All ordinances, resolutions or rules, ordinances, parts of ordinances, resolutions or rules inconsistent with the provisions hereof including the Payment In Lieu of Taxes Agreement dated April 1, 2023, are hereby repealed as they pertain to Riverview 220 Apartments at the time this exemption commences.

Section 3. Should any section, clause or phrase of this ordinance be declared to be invalid, the same shall not affect the validity of the ordinance as a whole, or any part thereof other than the part so declared to be valid.

Section 4. This ordinance shall take effect on the 30th day after enactment unless given immediate effect by the City Council.



Andy Schor, Mayor

2024 APPLICATION FOR PAYMENT IN LIEU OF TAXES (PILOT)

PROJECT NAME:	Riverview 220 Apartments		
PILOT PERIOD REQUESTED:	40	Years (Should match term of qualifying mortgage)	
NUMBER OF PARCELS IN PROJECT:	1	Parcels (33-01-01-16-452-013)	
APPLICATION TYPE: (Check all that apply)	☒ NEW PROJECT ☐ RESTRUCTURE OF PROJECT FINANCING ☐ CHANGE IN OWNERSHIP		
PILOT Percentage Requested:	The annual service charge shall be equal to five (5%) percent of the difference between the Rents collected and landlord paid utilities		

A. OWNERSHIP INFORMATION

NAME OF OWNERSHIP ENTITY:	220 Kalamazoo Limited Dividend Housing Association LP
TYPE OF OWNERSHIP:	☒ LIMITED DIVIDEND HOUSING ASSOCIATION ☐ QUALIFIED NONPROFIT HOUSING CORPORATION ☐ CONSUMER HOUSING COOPERATIVE ☐ OTHER: (DESCRIBE)

DEVELOPER/SPONSOR	Lansing Housing Commission
DEVELOPER ADDRESS:	419 Cherry Street Lansing, MI 48933

CONTACT PERSON	Doug Fleming
TELEPHONE	517-487-6550
EMAIL	dfleming@lanshc.org

LIHTC Application Date:	Applied April 2023
LIHTC Status:	Award Received
Initial Use Commitment in LIHTC Application:	15 Years
Extended Use Commitment in LIHTC Application:	30 Years



Andy Schor, Mayor

Total Length of Affordability Commitment in LIHTC Application:

45 Years

Contact Person for Qualifying Federal or State Financing:

Phone Number:

Not Applicable

Email:

B. CITY APPROVALS NEEDED

PLANNING BOARD	☒ YES ☐ NO ☐ NOT APPLICABLE
	STATUS:
ZONING BOARD OF APPEALS	☐ YES ☐ NO ☒ NOT APPLICABLE
	STATUS:
HISTORIC DISTRICT COMMISSION	☐ YES ☐ NO ☒ NOT APPLICABLE
	STATUS:
OTHER:	STATUS:
EXPECTED PROJECT START DATE	12/01/2024
EXPECTED PROJECT COMPLETION DATE	09/01/2026

C. PROJECT INFORMATION

Project Address:	220 E. Kalamazoo Street Lansing, MI 48933
General Location (e.g., cross streets)	Parcel located with following borders: North – W. Kalamazoo Street South – W. Lenawee Street West – S. Grand Avenue East – S. Cherry Street
Is Project located in a Renaissance Zone?	☐ Yes ☒ No
Is Project located in a Neighborhood Enterprise Zone?	☐ Yes ☒ No
Is Project located in an Opportunity Zone?	☒ Yes ☐ No
Is Ownership Entity able to demonstrate site control?	☒ Yes ☐ No

Note: Project is not eligible for PILOT if Ownership Entity is not able to demonstrate site control. Site control is demonstrated through ownership, purchase/option agreement, etc. Contact the Community Development Department with questions regarding sufficient documentation.



Andy Schor, Mayor

D. BUILDING INFORMATION

Building Type (e.g., single/multi-family, number of floors)	Multi-family 4 floors
Total Number of Units:	63
Number of Rent Restricted Units:	56
Number of Market Rate Units:	7
Total Number of Barrier-Free Units:	7
Target Demographic(s) (seniors, families, persons with disabilities)	families

Transitional Housing for Homeless Project	☐ Yes ☒ No
Emergency Shelter Project	☐ Yes ☒ No
Permanent Supportive Housing?	☐ Yes ☒ No Number of PSH Units _____
Targeted Income (% of Area Median Income)	<60% AMI
Residential Space Square Footage:	~60,000
Non-Residential (N/R Space):	☒ Yes ☐ No
Square Footage (of N/R Space):	~2,000
Use (of N/R Space):	Office Space for Lease
Neighborhood District:	Cherry Hill

Note: The number of units included this application must be final. Council will not vote on a PILOT that contains a unit range.



Andy Schor, Mayor

E. UNIT INFORMATION

Unit Type	Number of Units	Average Unit Size (sq. ft.)	Projected Monthly Rent per Unit (including utility allowances)	
			Restricted Rate	Market Rate *
Rent Restricted Units				
0- Bedroom				
1- Bedroom				
2- Bedroom (Residents pay 30% of income, not full restricted rent)	52	~870	\$1,000 - \$1,200 (PBV and RAD)	\$1,300 - \$1,400
3- Bedroom (Residents pay 30% of income, not full restricted rent)	4	~1130	\$1,400 - \$1,450 (PBV and RAD)	\$1,500 - \$1,550
4- Bedroom				
5- Bedroom				
Subtotal				

*The expected market rate for the rent restricted unit. The information is used for comparison purposes.

Provide a description of the units in the project: The 56 units outlined above will provide affordable housing for residents earning less than 60% AMI. Residents will only pay 30% of their income for rent, not the entire restricted rental rate as listed. HAP contract / subsidy will provide funding for the remainder of the restricted rental rate.

Unit Type	Number of Units	Average Unit Size (sq. ft.)	Projected Monthly Rent per Unit (including utility allowances)
Market Rate Units			
0- Bedroom			
1- Bedroom			
2- Bedroom	4	~870	\$1,300 - \$1,400
3- Bedroom	3	~1130	\$1,500 - \$1,550
4- Bedroom			
5- Bedroom			
Subtotal			
Total			



Andy Schor, Mayor

F. PROJECT FINANCING

Federally-aided Mortgage, Advance, or Grant	☒ Yes	☐ No
Name of Loan/Credit Program	Term of Financing	Amount
		\$~5.4M
		\$
		\$

State-aided Mortgage, Advance, or Grant	☐ Yes	☒ No
Name of Loan/Credit Program	Term of Financing	Amount
		\$
		\$
		\$

City-aided Mortgage, Advance, or Grant	☐ Yes	☒ No
Name of Loan/Credit Program	Term of Financing	Amount
		\$
		\$
		\$

Low Income Housing Tax Credits (LIHTC)	☒ Yes	☐ No
Name of Loan/Credit Program	Term of Financing	Amount
		\$~13.2M
		\$
		\$

Description and status of other (private) financing:	LHC Sponsor Loan / Funds ~\$4.0M
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Andy Schor, Mayor

G. NARRATIVE

Provide a complete description of the project including the parties involved, necessary background information, number of parking spaces being provided, and any special certification (e.g. LEED) the project will target. Include all amenities that will be included in the development.

Please see Description of Project in LHC – Riverview 220 – Support Documents.

Does the proposed development comport with Lansing’s Form Based Code found at [Zoning | Lansing, MI - Official Website \(lansingmi.gov\)](https://www.lansingmi.gov/zoning)

Yes.

Provide a narrative explaining why the PILOT is needed, and how the requested PILOT will assist with the operation of the affordable housing development.

The property will create a community for Lansing’s low-income residents. A 5% PILOT allows the property to operate at a level which can support the debt required to complete the development. Without this PILOT, debt and operating requirements would limit the quality and capability of the end product and hinder the long-term maintenance and operations. Specifically, over the past 2 years rising interest rates, insurance expenses, building costs, etc. have put significant amount of pressure on new projects and increasing the supply of safe high quality affordable housing. This includes both debt needed to cover project costs and cash flows to maintain operations and building quality. This 5% PILOT is needed to support the completion and long term sustainability of this project.

If project financing is being restructured, detail all physical improvements to the project completed within the last five (5) years and any planned rehabilitation. (attach additional pages if necessary)

Not Applicable

Describe how the project is designed to fit into and compliment the surrounding neighborhood:

The project provides 63 new housing units to the Cherry Hill neighborhood, 56 affordable subsidized units and 7 market rate units. The 56 units would be available to residents at 60% or less AMI paying 30% of their adjusted income. The 7 units would be market rate. A commercial space of approximately 2,000 square feet would be available to a business. This approach provides a great multipurpose building in the Cherry Hill neighborhood. The new residents and potential employees will add an influx of business to the downtown area. Additionally, this project fits in well with Cherry Street community and will serve as beautiful gateway to the Cherry Hill neighborhood as people cross the river on Kalamazoo Street. The project will further support the revitalization occurring on Kalamazoo Street.

Provide results of neighborhood feedback sought regarding any proposed new construction:

Not available at this time.



Andy Schor, Mayor

H. Required Documents

Attach the following required documents to this application.

- ☒ Ownership Entity Organizational Documents (see LHC – Riverview 220 – PILOT Application - Support Documents)
- ☒ Description of Project (see LHC – Riverview 220 – PILOT Application - Support Documents)
- ☒ Legal Description of property (electronic version should be available on request) (see LHC – Riverview 220 – PILOT Application - Support Documents)
- ☒ Evidence of Site Control (see LHC – Riverview 220 – PILOT Application - Support Documents)
- ☒ Sources and Uses Statement (indicate if the funding is committed or pending) (see LHC – Riverview 220 – PILOT Application - Support Documents)
- ☒ Development Proforma (see Sources and Uses Statement)
- ☒ Operating Proforma (highlighting PILOT contribution to project)
- ☐ Financing Mortgage (Not yet applicable see preliminary terms in S&U Statement)
- ☐ Financing Note (Not yet applicable see preliminary terms in S&U Statement)
- ☐ Financing or Development Agreement/Copy of Regulatory Agreement
(Not yet available, will be as project progresses)
- ☒ Location Map of Project Parcels (see LHC – Riverview 220 – PILOT Application - Support Documents)
- ☒ Statement of Development Team Experience (be specific) (see Description of Project)
- ☒ Summary of Market Study supporting need for your development (see LHC – Riverview 220 – PILOT Application - Support Documents)
- ☒ Property Manager Information and Portfolio (of properties) (see LHC – Riverview 220 – PILOT Application - Support Documents)
- ☐ Most Recent Financial Statement of Developer (Provided annually to City Council, available upon request)



Andy Schor, Mayor

- ☒ Capital Improvements Schedule (see Operating Proforma)
- ☒ Site Plan (see LHC – Riverview 220 – PILOT Application - Support Documents)
- ☐ Exterior Elevations (not included)
- ☐ Other Attachment (Describe)

Provide explanation below if any required documents are unavailable at the time of this application:

Note: If exterior elevations are not available, please provide a description of exterior building materials:

Brick, siding, doors, fenestrations, window, door, corner and cornice trim, roofline, below:

The applicant is responsible for providing written notification to the Development Office of any change in the information contained in this application or its attachments as soon as the applicant becomes aware of the change.

The Development Office reserves the right to request additional information and/or supporting documentation related to this application.

The undersigned hereby attests that to the best of his or her knowledge the information presented herein, including the attachments, is true and correct.

Douglas E. Fleming

Date: 07-01-2024

Signature of Authorized Representative

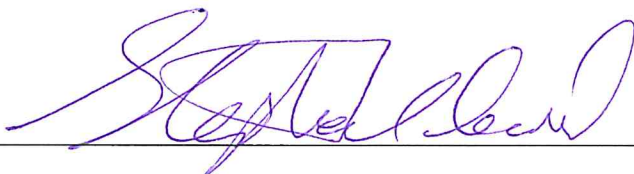
Name: Douglas E. Fleming

Title: Executive Director

AFFIDAVIT OF PUBLICATION

I, Stephen Underwood, am a resident of Lansing, County of Ingham, State of Michigan, and do hereby certify, swear, or affirm, that I am competent to give the following declaration based on my personal knowledge, unless otherwise stated, and that the following facts are true and correct to the best of my knowledge: That the attached advertisement – **CP#24-648 – City of Lansing Notice of Public Hearing** – was published Wednesday, September 11, 2024, and that City Pulse satisfies the requirements of 1963 PA 247 MCL 691.1051.b

WITNESS my signature this 11th day of September 2024



Signature of Declarer

State of Michigan
County of Ingham

This instrument was acknowledged before me on September 11, 2024

By Stephen Underwood



Berl Schwartz, Notary Public

My commission expires January 24, 2025

GENERAL INFORMATION

APPLICANT: (Sponsor/Developer)	Lansing Housing Commission
OWNERSHIP ENTITY:	425 S. Grand Limited Dividend Housing Association LP
STATUS OF APPLICANT:	Newly Formed Ownership Entity
REQUESTED PILOT:	5% of rents received (less utilities) as payment in lieu of taxes.
REQUESTED TERM OF PILOT:	40 years
EXISTING LAND USE:	Parking Lot.
EXISTING ZONING:	DT-1-Urban Edge
PROPERTY SIZE & SHAPE:	0.746-acre site. Vacant property with flat features with frontage on S. Grand Avenue.
SURROUNDING LAND USE:	N: Office S: Office E: Office W: Vacant-Office
SURROUNDING ZONING:	N: DT-1 Urban Edge S: DT-1 Urban Edge E: DT-1 Urban Edge W: DT-3 Urban Core

PROJECT ANALYSIS

Request and description of project: The request for a site-specific PILOT ordinance is submitted by Lansing Housing Commission. The request is for a 40-year 5% PILOT for property located at S. Grand Avenue (TPN 33-01-01-16-456-012) and Cherry Street (TPN 33-01-01-16-456-101). The new construction project is proposed for this site utilizing LIHTC funding. The completed project will contain a total of 55 affordable subsidized available to residents at or below 60% of Area Median Income, paying 30% of their adjusted income. These units include eleven 1-bedroom units, thirty-six 2-bedroom units and eight 3--bedroom units designated as affordable housing, including 6 barrier free units. The project has already obtained a 4% tax

credit award through MSHDA. Construction will begin in January 2025 and will be completed in October of 2026. The estimated total development cost of this new 50,000 sq. ft. construction multifamily project is \$20,459,649.

Project Financing: This project consists of new construction of 55 units. It will be competing for Low Income Housing Tax Credits to be awarded by MSHDA. If approved for tax credits, the basic criteria will be met in order to be considered for a 4% PILOT. The Owner anticipates permanently financing the project using MSHDA loans, a LHC Sponsor loan and deferred Developer fee, for a total development cost of \$20,459,649.

FINANCIAL ANALYSIS

Assessor's Financial Analysis:

The project includes of two parcels that have a current combined Taxable Value of \$191,089. Both parcels are currently vacant land and used for off street surface parking.

- The combined “estimated” taxes for 2024: \$15,241

The fully developed property will have 50,000 square feet. It will contain a total of 55 units, consisting of 11-one bedroom, 36-two bedroom, and 8-three bedroom units. The Taxable Value “as if” fully developed is \$2,715,100.

- Estimated taxes “as if” fully developed w/out a PILOT: \$216,561
- Estimated taxes “as if” fully developed with a 5% PILOT: \$38,700

Additional consideration should be noted knowing the project has already received a 10% PILOT through the City of Lansing.

RECOMMENDATION

Staff recommends adoption of the PILOT ordinance based on the following: The project is consistent with the City's Form-Based Zoning Code. Significant investment will take place to create 55 affordable housing units for the community.

Ordinance no. _____

An ordinance of the City of Lansing, Michigan, to amend the Code of Ordinances of the City of Lansing by adding a new section 888.____ for the purposes of providing for a service charge in lieu of taxes for fifty-five (55) low-income multi-family dwelling units in a project known as Grand Vista Place, pursuant to the provisions of the State Housing Development Authority Act of 1966, (being Public Act 346 of 1966, as amended [MCL 125.1401, et seq.]) (The “Act”).

The City of Lansing ordains:

Section 1. That chapter 888 of the Code of Ordinances of the City of Lansing, Michigan be amended to add a new section _____ to read as follows:

_____ **Grand Vista Place**

(a) Purpose. It is acknowledged that it is a proper public purpose of the state and its political subdivisions to provide housing for its residents of low and moderate income and to encourage the development of such housing by providing for a service charge in lieu of property taxes in accordance with the State Housing Development Authority Act of 1966, being Public Act 346 of 1966, as amended [mcl 125.1401, et seq.]. The City is authorized by such Act to establish or change the service charge to be paid in lieu of taxes by any or all classes of housing exempt from taxation under such Act at any amount it chooses, not to exceed the taxes that would be paid but for this Act. It is further acknowledged that such housing for persons of low and moderate income is a public necessity, and as the City will be benefited and improved by such housing, the encouragement of the same by providing certain real estate tax exemption for such housing is a valid public purpose.

(b) Definitions.

- (1) **"Act"** means the State Housing Development Authority Act, being Public Act 346 of 1966, as amended.
- (2) **"Annual shelter rents"** means the total collections during an agreed annual period from all persons of low or moderate income, occupying the housing development representing rents for occupancy, which rental amounts shall be exclusive of charges for gas, electricity, heat or other utilities furnished to the occupants.
- (3) **"Authority"** means the Michigan State Housing Development Authority.
- (4) **"Housing development" or "Development"** means a development which contains a significant element of housing for persons of low and moderate income and such elements of other housing, commercial, recreational, industrial, communal and educational facilities as the authority may determine will improve the quality of the development as it relates to housing for persons of low and moderate income. For the purpose of this section, the name of this development is Grand Vista Place, and consist of fifty-five (55) units of rental housing located within Lansing at:

Parcel 1

LOT 10 EXC N 1 FT, ALSO LOTS 8 & 9 BLOCK 151 ORIG PLAT

Parcel 2

LOT 3 BLOCK 151 ORIG PLAT

- (5) **"HUD"** means The Department of Housing and Urban Development of the United States government.
- (6) **"Low-income housing tax credit program"** means the program established by Section 42 of the United States internal revenue code.

- (7) **"Low or moderate income"** means low- or moderate-income eligibility under the authority act or rules.
- (8) **"Mortgage loan"** means a loan that is federally aided (as defined in Section 11 of the act) or a loan or grant made or to be made by the authority to the Sponsor for the construction, rehabilitation, acquisition and/or permanent financing of a housing project and secured by a mortgage on the housing project.
- (9) **"Sponsor"** means a person or other entity with a housing development which is financed or assisted pursuant to the act. For purposes of this section, the Sponsor of Grand Vista Place is the Lansing Housing Commission, or its successors or assigns.
- (10) **"Utilities"** means fuel, water, sanitary sewer and/or electrical service, which is paid for by the housing development.
- (c) ***Establishment of annual service charge.***
- (1) The City acknowledges that the Sponsor and the authority have established the economic feasibility of Grand Vista Place in reliance upon the enactment and continuing effect of this section and upon the qualification of the fifty-five (55) units of housing in the housing development for exemption from all property taxes as established in this section,
- (2) Subject to the conditions and requirements of this section and the act, the fifty-five (55) units in the housing development for persons of low and moderate income identified as Grand Vista Place and the property on which they are constructed shall be exempt from all property taxes for not more than forty (40) years, commencing with and including tax year 2025.

- (3) In lieu of all said property taxes on the fifty-five (55) units in the housing development, the Sponsor shall pay, and the City will accept, an annual service charge for public services in the sum equal to five percent (5%) of the annual shelter rents.**
- (4) The exemption provided under this section shall commence when the Sponsor complies with section 15a(1) of 1966 PA 346, as amended, codified as MCL 125.1415a(1), which provides: the owner of a housing project eligible for the exemption shall file with the local assessing officer (the City Assessor) a notification of the exemption, which shall be in an affidavit form as provided by the authority. The completed affidavit form first shall be submitted to the authority for certification by the authority that the project is eligible for the exemption. The owner then shall file or cause to be filed the certified notification of the exemption with the local Assessing Officer before November 1 of the year preceding the tax year in which the exemption is to begin.**
- (5) In addition to the certification required pursuant to subsection (c)(4), the Sponsor shall provide for the housing development annually in writing to the City Assessor for the preceding year in which the property tax exemption was in effect:**
- A. The annual audited accounting report for the Payment In Lieu Of Taxes; and**
 - B. A certified statement identifying all the units rented to persons of low or moderate income; and**
 - C. If requested by the City, proof that the housing development units have not increased, decreased, or been altered in any form, unless the City has otherwise amended the provisions of this section.**

- (d) *Limitation on the payment of the annual service charge.* Notwithstanding Subsection (c), the service charge to be paid each year in lieu of taxes for the part of the housing development project that is tax exempt and occupied by other than low- or moderate-income persons shall be equal to the full amount of the taxes that would otherwise be due and payable on that portion of the housing development project if the project were not tax exempt.
- (e) *Payment of annual service charge.* The service charge in lieu of taxes, as established under this section, shall be payable in the same manner as general property taxes are payable to the City, except that the annual payment shall be made on or before July 1 of the year following the year upon which such charge is calculated. Collection procedures shall be in accordance with the provisions of the General Property Tax Act (1893 PA 206 as amended; mcl 211.1 et.seq.).
- (f) *Contractual effect.* Notwithstanding the provisions of Section 15(a)(5) of the act to the contrary, a contract between the City and the Sponsor with the authority as third-party beneficiary under the contract, to provide tax exemption and accept payment in lieu of taxes as previously described, is effectuated by the enactment of this section.
- (g) *Duration.* This section shall remain in effect and shall not terminate for forty (40) years, commencing with and including tax year 2025, provided that the Sponsor complies with the requirements of the act and this section, and further provided that the housing development continues to be rented to low or moderate income persons at rents determined under the low income housing tax credit program, as the same maybe further amended or superseded, or there is an authority-aided or federally-aided mortgage on the housing development as provided in the act, or the authority or HUD

has an interest in the property; but in no event beyond December 31, 2065. If (a) the construction of the housing development project does not commence or the Sponsors fail to obtain a mortgage loan within two (2) years from the effective date of this ordinance, or (b) if transfer of title is not effectuated to 425 S. Grand Limited Dividend Housing Association LP within two (2) years from the effective date of this ordinance or (c) if the Sponsors change the scope or purpose of the fifty-five (55) units of housing within the housing development project without the consent of the City, by and through its representatives, and in accordance with the requirements of the Lansing City charter, and the Sponsor or other responsible party does not cure the violation within ninety (90) days after written notice is given to the Sponsor, then this ordinance shall automatically expire, terminate and be of no further effect.

Section 2. All ordinances, resolutions or rules, ordinances, parts of ordinances, resolutions or rules inconsistent with the provisions hereof including the Payment In Lieu of Taxes Agreement dated January 29, 2021, are hereby repealed as they pertain to Grand Vista Place at the time this exemption commences.

Section 3. Should any section, clause or phrase of this ordinance be declared to be invalid, the same shall not affect the validity of the ordinance as a whole, or any part thereof other than the part so declared to be valid.

Section 4. This ordinance shall take effect on the 30th day after enactment unless given immediate effect by the City Council.



Andy Schor, Mayor

2024 APPLICATION FOR PAYMENT IN LIEU OF TAXES (PILOT)

PROJECT NAME:	Grand Vista Place	
PILOT PERIOD REQUESTED:	40	Years (Should match term of qualifying mortgage)
NUMBER OF PARCELS IN PROJECT:	1	Parcels (33-01-01-16-456-012)
APPLICATION TYPE: (Check all that apply)	☒ NEW PROJECT ☐ RESTRUCTURE OF PROJECT FINANCING ☐ CHANGE IN OWNERSHIP	
PILOT Percentage Requested:	The annual service charge shall be equal to five (5%) percent of the difference between the Rents collected and landlord paid utilities	

A. OWNERSHIP INFORMATION

NAME OF OWNERSHIP ENTITY:	425 S. Grand Limited Dividend Housing Association LP
TYPE OF OWNERSHIP:	☒ LIMITED DIVIDEND HOUSING ASSOCIATION ☐ QUALIFIED NONPROFIT HOUSING CORPORATION ☐ CONSUMER HOUSING COOPERATIVE ☐ OTHER: (DESCRIBE)

DEVELOPER/SPONSOR	Lansing Housing Commission
DEVELOPER ADDRESS:	419 Cherry Street Lansing, MI 48933

CONTACT PERSON	Doug Fleming
TELEPHONE	517-487-6550
EMAIL	dfleming@lanshc.org

LIHTC Application Date:	October 2023
LIHTC Status:	Award Received
Initial Use Commitment in LIHTC Application:	15 Years
Extended Use Commitment in LIHTC Application:	30 Years



Andy Schor, Mayor

Total Length of Affordability Commitment in LIHTC Application:

45 Years

Contact Person for Qualifying Federal or State Financing:

Phone Number:

Not Applicable

Email:

B. CITY APPROVALS NEEDED

PLANNING BOARD	☒ YES ☐ NO ☐ NOT APPLICABLE
	STATUS:
ZONING BOARD OF APPEALS	☐ YES ☐ NO ☒ NOT APPLICABLE
	STATUS:
HISTORIC DISTRICT COMMISSION	☐ YES ☐ NO ☒ NOT APPLICABLE
	STATUS:
OTHER:	STATUS:
EXPECTED PROJECT START DATE	01/01/2025
EXPECTED PROJECT COMPLETION DATE	10/01/2026

C. PROJECT INFORMATION

Project Address:	108 S. Grand Avenue Lansing, MI 48933
General Location (e.g., cross streets)	Parcel located with following borders: North – E. Lenawee Street South – E. Hillsdale Street West – S. Grand Avenue East – S. Cherry Street
Is Project located in a Renaissance Zone?	☐ Yes ☒ No
Is Project located in a Neighborhood Enterprise Zone?	☐ Yes ☒ No
Is Project located in an Opportunity Zone?	☒ Yes ☐ No
Is Ownership Entity able to demonstrate site control?	☒ Yes ☐ No

Note: Project is not eligible for PILOT if Ownership Entity is not able to demonstrate site control. Site control is demonstrated through ownership, purchase/option agreement, etc. Contact the Community Development Department with questions regarding sufficient documentation.



Andy Schor, Mayor

D. BUILDING INFORMATION

Building Type (e.g., single/multi-family, number of floors)	Multi-family 4 floors
Total Number of Units:	55
Number of Rent Restricted Units:	55
Number of Market Rate Units:	0
Total Number of Barrier-Free Units:	6
Target Demographic(s) (seniors, families, persons with disabilities)	families

Transitional Housing for Homeless Project	☐ Yes ☒ No
Emergency Shelter Project	☐ Yes ☒ No
Permanent Supportive Housing?	☐ Yes ☒ No Number of PSH Units _____
Targeted Income (% of Area Median Income)	<60% AMI
Residential Space Square Footage:	~50,000
Non-Residential (N/R Space):	☐ Yes ☒ No
Square Footage (of N/R Space):	Not Applicable
Use (of N/R Space):	Not Applicable
Neighborhood District:	Cherry Hill

Note: The number of units included this application must be final. Council will not vote on a PILOT that contains a unit range.



Andy Schor, Mayor

E. UNIT INFORMATION

Unit Type	Number of Units	Average Unit Size (sq. ft.)	Projected Monthly Rent per Unit (including utility allowances)	
Rent Restricted Units			Restricted Rate	Market Rate *
0- Bedroom				
1- Bedroom (Residents pay 30% of income, not full restricted rent)	11	~750	~\$900 (PBV)	\$950 - \$1,050
2- Bedroom (Residents pay 30% of income, not full restricted rent)	36	~870	~\$1,100 (PBV)	\$1,300 - \$1,400
3- Bedroom (Residents pay 30% of income, not full restricted rent)	8	~1130	~\$1,400 (PBV)	\$1,500 - \$1,550
4- Bedroom				
5- Bedroom				
Subtotal				

*The expected market rate for the rent restricted unit. The information is used for comparison purposes.

Provide a description of the units in the project: The 55 units outlined above will provide affordable housing for residents earning less than 60% AMI. Residents will only pay 30% of their income for rent, not the entire restricted rental rate as listed. HAP contract / subsidy will provide funding for the remainder of the restricted rental rate.

Unit Type	Number of Units	Average Unit Size (sq. ft.)	Projected Monthly Rent per Unit (including utility allowances)
Market Rate Units			
0- Bedroom			
1- Bedroom			
2- Bedroom			
3- Bedroom			
4- Bedroom			
5- Bedroom			
Subtotal			
Total			



Andy Schor, Mayor

F. PROJECT FINANCING

Federally-aided Mortgage, Advance, or Grant	☒ Yes	☒ No
Name of Loan/Credit Program	Term of Financing	Amount
		\$
		\$
		\$

State-aided Mortgage, Advance, or Grant	☒ Yes	☐ No
Name of Loan/Credit Program	Term of Financing	Amount
MSHDA Tax Exempt Bond Loan		~\$3.8M
MSHDA Soft Loan		~\$4.8M
		\$

City-aided Mortgage, Advance, or Grant	☐ Yes	☒ No
Name of Loan/Credit Program	Term of Financing	Amount
		\$
		\$
		\$

Low Income Housing Tax Credits (LIHTC)	☒ Yes	☐ No
Name of Loan/Credit Program	Term of Financing	Amount
		~\$8.3M
		\$
		\$

Description and status of other (private) financing:	LHC Sponsor Loan ~\$3.2M
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Andy Schor, Mayor

G. NARRATIVE

Provide a complete description of the project including the parties involved, necessary background information, number of parking spaces being provided, and any special certification (e.g. LEED) the project will target. Include all amenities that will be included in the development.

Please see Description of Project in LHC – Grand Vista Place – Support Documents.

Does the proposed development comport with Lansing’s Form Based Code found at [Zoning | Lansing, MI - Official Website \(lansingmi.gov\)](https://www.lansingmi.gov/zoning)

Yes.

Provide a narrative explaining why the PILOT is needed, and how the requested PILOT will assist with the operation of the affordable housing development.

The property will create a community for Lansing’s low-income residents. A 5% PILOT allows the property to operate at a level which can support the debt required to complete the development. Without this PILOT, debt and operating requirements would limit the quality and capability of the end product and hinder the long-term maintenance and operations. Specifically, over the past 2 years rising interest rates, insurance expenses, building costs, etc. have put significant amount of pressure on new projects and increasing the supply of safe high quality affordable housing. This includes both debt needed to cover project costs and cash flows to maintain operations and building quality. This 5% PILOT is needed to support the completion and long term sustainability of this project.

If project financing is being restructured, detail all physical improvements to the project completed within the last five (5) years and any planned rehabilitation. (attach additional pages if necessary)

Not Applicable

Describe how the project is designed to fit into and compliment the surrounding neighborhood:

The project provides 55 new housing units to the Cherry Hill neighborhood. The 55 units include a mix of 1br, 2 br, and 3 br units. The units would be available to residents at 60% or less AMI paying 30% of their adjusted income. The new residents will add new business to the downtown area. Additionally, this project fits in well with Cherry Street community and will serve as beautiful addition to the area.

Provide results of neighborhood feedback sought regarding any proposed new construction:

Not available at this time.



Andy Schor, Mayor

H. Required Documents

Attach the following required documents to this application.

- ☒ Ownership Entity Organizational Documents (see LHC – Grand Vista Place – PILOT Application - Support Documents)
- ☒ Description of Project (see LHC – Grand Vista Place – PILOT Application - Support Documents)
- ☒ Legal Description of property (electronic version should be available on request) (see LHC – Grand Vista Place – PILOT Application - Support Documents)
- ☒ Evidence of Site Control (see LHC – Grand Vista Place – PILOT Application - Support Documents)
- ☒ Sources and Uses Statement (indicate if the funding is committed or pending) (see LHC – Grand Vista Place – PILOT Application - Support Documents)
- ☒ Development Proforma (see Sources and Uses Statement)
- ☒ Operating Proforma (highlighting PILOT contribution to project)
- ☐ Financing Mortgage (Not yet applicable see preliminary terms in S&U Statement)
- ☐ Financing Note (Not yet applicable see preliminary terms in S&U Statement)
- ☐ Financing or Development Agreement/Copy of Regulatory Agreement
(Not yet available, will be as project progresses)
- ☒ Location Map of Project Parcels (see LHC – Grand Vista Place – PILOT Application - Support Documents)
- ☒ Statement of Development Team Experience (be specific) (see Description of Project)
- ☒ Summary of Market Study supporting need for your development (see LHC – Grand Vista Place – PILOT Application - Support Documents)
- ☒ Property Manager Information and Portfolio (of properties) (see LHC – Grand Vista Place – PILOT Application - Support Documents)
- ☐ Most Recent Financial Statement of Developer (Provided annually to City Council, available upon request)



Andy Schor, Mayor

- ☒ Capital Improvements Schedule (see Operating Proforma)
- ☒ Site Plan (see LHC – Grand Vista Place – PILOT Application - Support Documents)
- ☐ Exterior Elevations (not included)
- ☐ Other Attachment (Describe)

Provide explanation below if any required documents are unavailable at the time of this application:

Note: If exterior elevations are not available, please provide a description of exterior building materials:

Brick, siding, doors, fenestrations, window, door, corner and cornice trim, roofline, below:

The applicant is responsible for providing written notification to the Development Office of any change in the information contained in this application or its attachments as soon as the applicant becomes aware of the change.

The Development Office reserves the right to request additional information and/or supporting documentation related to this application.

The undersigned hereby attests that to the best of his or her knowledge the information presented herein, including the attachments, is true and correct.

Douglas E. Fleming

Date: 07-01-2024

Signature of Authorized Representative

Name: Douglas E. Fleming

Title: Executive Director

**CITY OF LANSING
NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that a Public Hearing will be held on Monday, September 23, 2024, at 7:00 p.m. in the City Council Chambers, 10th Floor Lansing City Hall, 124 W. Michigan Ave., Lansing, MI for the purpose of considering:

An Ordinance of the City of Lansing, Michigan, to amend the Code of Ordinances of the City of Lansing by adding a new section 888.____ for the purposes of providing for a service charge in lieu of taxes for fifty-six (56) low-income dwelling units in a project known as Riverview 220 Apartments, pursuant to the provisions of the State Housing Development Authority Act of 1966, (being Public Act 346 of 1966, as amended [MCL 125.1401, et seq.]) (The "Act").

For more information, please call Lansing City Council at 517-483-4177. If you are interested in this matter, please attend the public hearing or send a representative. Written comments will be accepted between 8 a.m. and 5 p.m. on City business days if received before 5 p.m., on the day of the Public Hearing at the City Clerk's office, Ninth Floor, City Hall, 124 West Michigan Ave., Lansing, MI 48933 or email city.clerk@lansingmi.gov.

Chris Swope, Lansing City Clerk, MMC/MIPMC
www.lansingmi.gov/Clerk
www.facebook.com/LansingClerkSwope

CP#24-648

**CITY OF LANSING
NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that a Public Hearing will be held on Monday, September 23, 2024, at 7:00 p.m. in the City Council Chambers, 10th Floor Lansing City Hall, 124 W. Michigan Ave., Lansing, MI for the purpose of considering:

An Ordinance of the City of Lansing, Michigan, to amend the Code of Ordinances of the City of Lansing by adding a new section 888.____ for the purposes of providing for a service charge in lieu of taxes for fifty-five (55) low-income dwelling units in a project known as Grand Vista Place, pursuant to the provisions of the State Housing Development Authority Act of 1966, (being Public Act 346 of 1966, as amended [MCL 125.1401, et seq.]) (The "Act").

For more information, please call Lansing City Council at 517-483-4177. If you are interested in this matter, please attend the public hearing or send a representative. Written comments will be accepted between 8 a.m. and 5 p.m. on City business days if received before 5 p.m., on the day of the Public Hearing at the City Clerk's office, Ninth Floor, City Hall, 124 West Michigan Ave., Lansing, MI 48933 or email city.clerk@lansingmi.gov.

Chris Swope, Lansing City Clerk, MMC/MIPMC
www.lansingmi.gov/Clerk
www.facebook.com/LansingClerkSwope

CP#24-649

AFFIDAVIT OF PUBLICATION

I, Stephen Underwood, am a resident of Lansing, County of Ingham, State of Michigan, and do hereby certify, swear, or affirm, that I am competent to give the following declaration based on my personal knowledge, unless otherwise stated, and that the following facts are true and correct to the best of my knowledge: That the attached advertisement – **CP#24-649 – City of Lansing Notice of Public Hearing** – was published Wednesday, September 11, 2024, and that City Pulse satisfies the requirements of 1963 PA 247 MCL 691.1051.b

WITNESS my signature this 11th day of September 2024

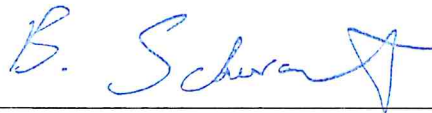


Signature of Declarer

State of Michigan
County of Ingham

This instrument was acknowledged before me on September 11, 2024

By Stephen Underwood



Berl Schwartz, Notary Public

My commission expires January 24, 2025

Resolution #2024-205

By Council Members Brown, Carter, Garza, Hussain, Jackson, Kost, Pehlivanoglu,
Spadafore

Resolved by the City Council of the City of Lansing

WHEREAS, on August 6, 1924, the Church of God in Christ was established by Elder Richard Wilson and held its first official Bible Study at 914 Williams Street; and

WHEREAS, a larger building was established at 1025 Birch Street, where the first service was held on Sunday, August 22, 1926, affectionately known as “Birch Street COGIC”; and

WHEREAS, Sister Dunkin was one of the first members of the Church and Missionary Carrie Williams came regularly to help; and

WHEREAS, in the early 1970's the Church moved to its current location at 5304 Wise Road, and in June 1992 Senior Pastor and Presiding SW3 Ecclesiastical Jurisdiction Prelate – Bishop Samuel Duncan, Jr. and his wife Elect Lady Dorothy Duncan were appointed; and

WHEREAS, the Lansing Church of God in Christ proudly serve in community programs such as the Food Pantry, Computer Learning Lab, C.L.I.C.K. (which is a youth learning, homework mentoring ministry), and P.I.N. (prayer in the Neighborhood).

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council hereby, wishes to recognize the 100th Anniversary of the Lansing Church of God in Christ. We wish you continued success!

Resolution #2024-206

By the Committee on Public Safety
Resolved by the City Council of the City of Lansing

WHEREAS, the Lansing Code Compliance Officer has declared a certain structure at 1044 ONTARIO ST. 33-01-01-08-276-081 LOT 280 NORTH HIGHLAND SUB, to be an unsafe and dangerous building and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, the Code Compliance Officer red tagged the said structure on JULY 19, 2016 and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, on MAY 23, 2024, the Lansing Demolition Board held a meeting to consider and make a recommendation on whether to declare the structure a dangerous building, as defined in the Housing Law of Michigan (MCLA 125.539) and the Lansing Housing and Property Maintenance Code (Ord. 1460.01, et seq.), and ordered the property owner to make safe or demolish the structure by 7/23/2024; and

WHEREAS, the Code Compliance Office has determined that compliance with the order of the Lansing Demolition Hearing Board officer has not occurred; and

WHEREAS, the Housing Law of Michigan and the Lansing Codified Ordinances require that a hearing be conducted to give the property owner an opportunity to show cause why a dangerous structure should not be demolished or otherwise made safe;

NOW, THEREFORE, BE IT RESOLVED that a show cause hearing for Monday, September 30, 2024 at 7:00 p.m. in Tony Benavides Lansing City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan in consideration of the finding and order of the Lansing Demolition Hearing Board Officer regarding the structure at 1044 ONTARIO ST., as legally described above, to give the owner, or the owner's agent, the opportunity to appear and show cause why the building should not be demolished or otherwise made safe; and to approve, disapprove, or modify the order of the hearing officer to demolish or make safe the subject structure.

BE IT FINALLY RESOLVED that the Lansing City Council requests that the Code Compliance Officer notify the owner(s) of said property of the opportunity to appear and present testimony at the hearing, as required by law.

INTRODUCTION OF ORDINANCE

An ordinance of the City of Lansing, Michigan to amend the Lansing Codified Ordinances by amending Part 12, Title 4, Chapter 1236, Sections 1236.02, 1236.03, and 1236.07 to correct internal references and clarify lot size requirements for residentially zoned lots.

The ordinance is read a first time by its title and referred to the Committee on Development and Planning.

Resolution #2024-###

By the Committee on Development and Planning
Resolved by the City Council of the City of Lansing

Resolved by the City Council of the City of Lansing that a public hearing be set for Monday October 14, 2024, at 7:00 p.m. in Tony Benavides Lansing City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan for the purpose of:

Approving or opposing the adoption of an ordinance of the City of Lansing, Michigan to amend the Lansing Codified Ordinances by amending Part 12, Title 4, Chapter 1236, Sections 1236.02, 1236.03, and 1236.07 to correct internal references and clarify lot size requirements for residentially zoned lots.

ORDINANCE NO. _____

An ordinance of the City of Lansing, Michigan, to amend Chapter 1236 of the Lansing Codified Ordinances Section 1236.02, 1236.03, and 1236.07 to correct internal references and clarify lot size requirements for residentially zoned lots

THE CITY OF LANSING ORDAINS:

Section 1. That Chapter 1236, Section 1236.02 of the Codified Ordinances of the City of Lansing, Michigan, be and is hereby amended to read as follows:

1236.02. - Floodplain development.

(a) No building shall be located on any portion of a lot lying within a floodplain, unless approved in accordance with ~~Chapter 1288~~ **Chapter 1250, Section 1250.06**.

(b) The natural floodplain may be altered if its original discharge capacity is preserved and the stream flow is not revised so as to affect the riparian rights of the other owners.

(c) Alteration of any floodplain area shall be based upon a plan approved by the Planning Board and the Department of Natural Resources.

(d) The floodplain shall be shown within a contour line, established by the studies of the U.S. Army Corps of Engineers and the Michigan Water Resources Commission, until such time as a flood insurance rate map is issued by the Federal Insurance Administrator.

(e) The floodplain area shall be clearly labeled on any and all plats hereafter filed with the words "floodplain area."

Section 2. That Chapter 1236, Section 1236.03 of the Codified Ordinances of the City of Lansing, Michigan, be and is hereby amended to read as follows:

1236.03. - Streets.

(a) The arrangement, character, extent, width, grade and location of all streets shall conform to the major street plan as adopted by the Planning Board and shall be considered in their relation to existing and planned streets, to topographic conditions, to public convenience and safety and to the proposed uses of the land to be served by such streets.

(b) Public right-of-way widths shall be as shown on the major street plan and, unless otherwise indicated on the major street plan, shall be not less than the following:

	Classification	Right-Of-Way Width (ft.)
(1)	Freeway	300
(2)	Expressway	200—300
(3)	Parkway	Variable (minimum 120)
(4)	Major arterial	100—175
(5)	Minor arterial	100-120
(6)	Collector	86—100
(7)	Local	60—66
(8)	Cul-de-sac	50—66
(9)	Alleys	20
(10)	Crosswalks (pedestrian ways)	10
(11)	Utility easements	12

(c) Additional street right-of-way may be required to ensure adequate access, circulation and parking in subdivisions within high density residential areas, commercial areas and industrial areas.

1 (d) Where a subdivision abuts or contains an existing street of inadequate right-of-way
2 width, additional width for the existing street may be required in conformity with the
3 standards outlined in paragraph (b)(6) hereof.

4 (e) If Council deems that right-of-ways in excess of 120 feet are necessary, it shall enter
5 into an agreement to purchase the land within 90 days and shall accomplish acquisition
6 within three years, expressways and freeways excepted.

7 (f) Dedication of expressway and freeway right-of-ways shall not be required. Such
8 right-of-ways may be reserved for public acquisition in accordance with Public Act 222
9 of 1943, as amended.

10 (g) Local streets shall be so arranged as to discourage their use by through traffic.

11 ~~Curvilinear street design is recommended for residential streets to discourage excessive~~
12 ~~speeds and to provide attractive vistas.~~

13 (h) The street arrangement in a subdivision shall provide for the continuation of existing
14 streets in surrounding areas and shall provide for suitable access to adjoining unplatted
15 areas at points not more than 1,320 feet apart.

16 (i) Where a proposed subdivision abuts or contains a major street as defined in the
17 major street plan, the Planning Board may require marginal access streets, reverse
18 frontage lots containing a ten-foot nonaccess, reservation with screen planting along the
19 rear property line or such other treatment as may be necessary for the adequate
20 protection of residential properties and the separation of through and local traffic.

21 (j) Intersections on major or minor arterial streets shall be located not less than 800 feet
22 apart, measured from centerline to centerline.

1 (k) When a tentative layout, including streets, of the general area or neighborhood has
2 been made by the Department of Planning and Municipal Development and approved
3 and adopted by the Planning Board, the proposed subdivision shall be in general
4 conformity thereto.

5 (l) Where a proposed subdivision abuts or contains a railroad right-of-way, expressway
6 or other limited access highway, the Planning Board may require a street approximately
7 parallel to and on each side of such right-of-way at a distance suitable for the
8 appropriate use with due regard for the requirements of approach grades for future
9 bridge or grade separations.

10 (m) Street jogs with centerline offsets of less than 125 feet shall be prohibited, except as
11 provided in Section 1236.11.

12 (n) There shall be no private streets, lanes or ways platted in any subdivision, except
13 under the special design considerations mentioned under Section 1236.10(a).

14 (o) Half streets shall be prohibited, except where unusual circumstances make it
15 essential to the reasonable development of a tract in conformity with these Subdivision
16 Regulations and where satisfactory assurance for dedication of the remaining part of the
17 street is provided. Whenever a tract to be subdivided borders on an existing half or
18 partial street, the other part of the street shall be dedicated within such tract.

19 (p) Dead-end streets are prohibited, except those designed as permanent cul-de-sacs
20 or those required for future access to adjacent unplatted property. Temporary
21 turnaround arrangements for dead-end streets which will be extended in the future may
22 be required by the Planning Board.

(q) Cul-de-sac streets shall be not longer than 600 feet or seven times the average lot width of the lots fronting the cul-de-sac and shall contain at the closed end a turnaround having an outside road pavement of 90 feet and a street property line diameter of 120 feet. Special consideration will be given to longer cul-de-sacs under unusual topographical conditions.

(r) Streets shall be not greater than five percent or less than one-half percent, except as provided in Section 1236.11.

(s) To ensure adequate sight distance, horizontal curves shall have the following minimum centerline ratio:

(1) Local streets150 feet

(2) Collector300 feet

(3) Minor arterial500 feet

(4) Major arterial750 feet

A tangent at least 100 feet long shall be provided between reverse curves on collector streets and at least 250 feet long on minor and major arterial streets.

(t) Streets shall intersect one another at right angles or as nearly at right angles as conditions permit. No street shall intersect another at an angle of less than 80 degrees.

(1) "T" intersections of minor streets shall be encouraged.

(2) Multiple intersections involving the junction of more than two streets shall be prohibited.

(3) Minor streets intersecting with a major street or thoroughfare shall have a tangent section of centerline not less than 50 feet in length.

(u) No street names shall be used which will duplicate or be confused with the names of existing streets within the area of jurisdiction of these Subdivision Regulations. Street and subdivision names and house numbers shall be subject to the approval of the Director of Public Service.

Section 3. That Chapter 1236, Section 1236.07 of the Codified Ordinances of the City of Lansing, Michigan, be and is hereby amended to read as follows:

1236.07. - Lot area.

(a) Lot size, width, depth, shape and orientation shall be appropriate for the location and contemplated use of each subdivision, but in no case shall any of the lot dimensions, building set-back lines or lot area requirements be less than the minimum specified in the Zoning Code for the particular district in which the subdivision is located.

(b) The minimum lot width of all **residential** lots ~~platted~~ **of record** or created from existing parcels, lots, or unplatted land shall be ~~60 feet~~ **that which is specified in the Zoning Code for the particular district**, at the building line, except on corner lots where the minimum lot width shall be ~~70~~ **60** feet, except as provided in Sections 1236.10(a) and 1236.11.

(c) The minimum lot depth for residential lots shall be 100 feet ~~and 135 feet on major streets~~, except as provided in Section 1236.11.

(d) The general ~~width to depth~~ **depth to width** ratio of lots ~~shall not exceed one to 2.5, except as provided in Section 1236.11.~~ **all residential lots of record or created from existing parcels may exceed four to one as permitted in Public Act 288 of 1967, as amended, if the minimum width of Section 1236.07 (b) and minimum depth of Section 1236.07 (c) are met.**

1 (e) Every lot shall abut upon and have permanent access to a public street, provided
2 that in subdivisions designed under conditions specified in Section 1236.10(a), this
3 requirement may be modified or waived by the Planning Board.

4 (f) Side lot lines shall be at approximately right angles or radial to the street right-of-way
5 line.

6 Section 4. All ordinances, resolutions or rules, parts of ordinances, resolutions or
7 rules inconsistent with the provisions are repealed.

8 Section 5. Should any section, clause or phrase of this ordinance be declared to
9 be invalid, the same shall not affect the validity of the ordinance as a whole, or any part
10 thereof other than the part so declared to be invalid.

11 Section 6. This ordinance shall take effect on the 30th day after enactment,
12 unless given immediate effect by City Council, and shall expire December 31, 2033.

Resolution #2024-207

By the Committee on Development and Planning
Resolved by the City Council of the City of Lansing

Resolved by the City Council of the City of Lansing that a public hearing be set for Monday October 14, 2024, at 7:00 p.m. in Tony Benavides Lansing City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan for the purpose of:

Approving or opposing the adoption of an ordinance of the City of Lansing, Michigan to amend the Lansing Codified Ordinances by amending Part 12, Title 4, Chapter 1236, Sections 1236.02, 1236.03, and 1236.07 to correct internal references and clarify lot size requirements for residentially zoned lots.



Chris Swope

Lansing City Clerk

September 19, 2024

Members of the Lansing City Council
10th Floor City Hall
Lansing, MI 48933

Dear Councilmembers:

The Minutes from the Meetings of the following Boards, Commissions, and Authorities of the City of Lansing were placed on file in the City Clerk's Office and are available for review in the City Clerk's Office and at the following website: [Agendas & Minutes | Lansing, MI - Official Website \(lansingmi.gov\)](#)

BOARD NAME

DATE OF MEETING

Historic District Commission	August 23, 2024
Downtown Lansing Inc	July 13, 2024
Board of Police Commissioners	August 20, 2024
Lansing Gateway Improvement Authority	August 20, 2024
Board of Police and Fire Retirement System	August 20, 2024
Board of Employee Retirement System	August 20, 2024
Board of Ethics	August 13, 2024
Park Board	July 10, 2024
Board of Zoning Appeals	April 11, 2024

If my staff or I can provide further assistance or information relative to the filing of these minutes, please contact us at 483-4133.

Sincerely,

Lansing City Clerk's Office
Ninth Floor, City Hall, 124 W. Michigan Ave., Lansing, MI 48933-1695
517-483-4131
www.lansingmi.gov/clerk □ city.clerk@lansingmi.gov



Chris Swope, MMC/MiPMC
Lansing City Clerk

Resolution #2024-XXX

By the Committee on _____
Resolved by the City Council of the City of Lansing

WHEREAS, pursuant to Section 1050c(15) of Public Act 121 of 2024, the City of Lansing as an eligible city is to be awarded an 2024 Institute for Responsive Government Election Administration Grant that support the administration of election activities in the amount of \$60,000; and

WHEREAS, the grant is to support the administration of elections activities including, but not limited to the storage of elections equipment, secure spaces for tabulation or processing of ballots, and training of elections workers.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council hereby authorizes the administration to accept the proposed grant, subject to the terms of the grant agreement.

BE IT FINALLY RESOLVED, the Administration is authorized to create appropriate accounts and to make the necessary operating transfers for the expenditure and control of the balance of the grant funds, and to execute any necessary agreements upon approval as to form by the City Attorney.



LANSING CITY COUNCIL

GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE: 9/23/24

GRANT NAME: 2024 Institute for Responsive Government Election Administration Grant

DEPARTMENT: City Clerk

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Chris Swope 517-483-4130

APPLICATION DATE 9/7/2024

AWARD DATE (S): 9/19/2024

GRANT CYCLE: None

Check One: Annual ☒ One-Time

FUND AMOUNT: \$60,000

(Breakdown below should total this amount)

GOODS & SERVICES	\$60,000
PERSONNEL	\$0
CONSTRUCTION	\$0
LAND	\$0
OTHER (Training)	

CITY MATCH (IF APPLICABLE): \$0

GRANT PAYS FOR:

Election equipment to administer the upcoming Presidential Election which includes mobile workstations, computers, bar code scanners, and election equipment vendor support.

FUND ALLOCATIONS (Please describe the purpose of the grant and allowable uses):

The grant funds must be used exclusively for the nonpartisan public purpose of planning and operationalizing secure, efficient, and accessible election administration in Lansing City, Michigan. Examples of uses that fall within this public purpose include expenditures for the key human, physical, and technological assets that the U.S. Department of Homeland Security has identified as necessary to conduct elections.

Application Summary

Please review the application summary below. To make a change, use the "Back" button at the bottom of this page.

Office Information

Office: Lansing City Clerk, Ingham County

State: Michigan

Jurisdiction: Lansing city, MI

Office Website: <https://www.lansingmi.gov/185/City-Clerk>

Physical Address: 124 W. Michigan Ave., 9th Floor City Clerk's Office, Lansing, MI 48933

Mailing Address: The office mailing address is the same as the physical address above

How many active registered voters does your jurisdiction have as of June 2024?: 78000

Approximately how many full time staff (or equivalent) do you have on your election team?: 7

Jurisdiction's total one-year budget allocated to elections for the fiscal year that includes June 2024?:
1780655

Please upload a copy of your elections budget for the fiscal year that includes June 2024. [Clerk 2024.pdf](#)

Applicant Information

Applicant Name: Robin Stites

Applicant Job Title: Election Supervisor

Applicant Email: robin.stites@lansingmi.gov

Share a link to an official government page that contains your bio or lists you in a staff directory:

<https://www.lansingmi.gov/218/Elections>

Phone Number - Desk: 5174836020

Phone Number - Work Mobile: 5178973441

Grant Information

Amount Requested: \$60,000.00

Human Expenses: Temporary/Seasonal Support Positions

Physical Expenses: Administrative Facilities

Technological Expenses: Public Information Systems

Other Expenses: Outreach to Promote Early Voting and Voter Registration

Briefly describe how you anticipate using the grant funds: We would use the funds to develop and implement a marketing/outreach plan to educate the public on all their voting options and voter registration. Also, to hire temporary staff for outreach events to promote voting options, including early

voting which is fairly new in Michigan. Lastly, to upgrade our election office for added accessibility.
Title of Individual Signatory Authorized to Sign a Grant Agreement: Mayor
Name of Individual Signatory (if applicable): Andy Schor

Optional Questions

Why are you seeking this additional source of funding? Our current budget is sufficient, so we'll use this grant to go above-and-beyond.
In the context of your annual elections budget, what impact will this funding have on your election operations? A moderate impact

A More Responsive Government 2024 Grant Program

Update (September 11, 2024): Due to high demand from local election offices, the Institute for Responsive Government’s nonpartisan A More Responsive Government 2024 Grant Program **has exhausted the \$6 million dollars currently available for grantmaking.**

Although the Institute for Responsive Government cannot guarantee that additional grantmaking funds will become available, **we encourage you to submit an application below to join our waitlist as soon as possible.**

If additional funding becomes available for jurisdictions on our waitlist, applications will be considered based on the time the application was submitted. We will contact jurisdictions on the waitlist as soon as possible should funding become available.

Far too often, local election offices are severely underfunded. Yet year after year, our federal government has failed to provide the consistent, adequate funding required to keep our democracy running smoothly and securely. You can learn more about ongoing efforts to secure adequate federal funding of election administration here: ModernizeOurElections.org

Thank you for your interest in the Institute for Responsive Government’s nonpartisan A More Responsive Government 2024 Grant Program! After submitting this information, Responsive Gov may ask for additional public, non-confidential information to help determine your jurisdiction’s eligibility for a grant. We will never ask you for non-public information about your voters or election operations. Responsive Gov reserves the right to verify any information you provide with third party sources. By submitting this application, you consent to the collection of the information you submit, which may be used for the purposes described in [Responsive Gov’s Privacy Policy](#). You also represent that you are authorized to do so on behalf of your election office.

Jurisdiction Selection and Grant Eligibility

Responsive Gov has provided prepopulated information regarding eligibility as a convenience. Nothing in this application is intended to reflect a legal determination or legal advice. We encourage you to check independently with your state, county, or city attorney to verify whether your office can apply for and/or receive or use grant funds under applicable law.

Select your state

Michigan

Select your state

Michigan

Which election office in Michigan?

Municipality-level election office , Lansing city (Ingham County) , Clerk

⚠ We are prioritizing funding for municipal election offices in Michigan at this time, but we invite you to complete the grant application now. If additional funds become available, we’ll consider your application.

If you have questions, please email grants@responsivegov.org.

0 municipalities listed

(<-- delete)

Municipalities <-- delete

0

⚠ We're unable to determine your office's eligibility to apply for this grant program at this time, but we invite you to complete the grant application. We'll review the information you provide. If we determine your office is eligible to apply for the grant program, we'll consider your application. If we determine your office is ineligible to apply for the grant program, we'll contact your office and let you know.

If you have questions, please email us at grants@responsivegov.org.

✔ Lansing City Clerk, Ingham County, MI is eligible to apply for this grant program.

This application is eligible to apply for up to \$60,000. More information about the funding formula is available [here](#).

✔ Lansing City Clerk, Ingham County, MI is eligible to apply for this grant program.

We will calculate grant amount for this application, and we will get back to you with the total. More information about the funding formula is available [here](#).

✗ Your office is ineligible to apply for this grant program.

insert copy here, adjust colors

🚫 Jurisdictions in Michigan are ineligible to apply for for this grant program because Michigan did not receive an A+ in 2023 or an A in 2021-2022 on Responsive Gov's Election Policy Progress Reports Scorecard.

Development Fields

Amount Info Display

Show

Office Internal Name

Municipality-level election office , Lansing city (Ingham County) , Clerk

Office Internal Name + Office State

Municipality-level election office , Lansing city (Ingham County) , Clerk , Michigan

Local Election Office	Lansing City Clerk, Ingham County, MI
Local Election Office - No State	Lansing City Clerk, Ingham County
Predetermined 2024 Grant Maximum	60000
Formatted Maximum Amount	\$60,000
Jurisdictions Formatted	Lansing city, MI
Jurisdictions Formatted Without State	Lansing city
Jurisdiction vs State reconcile	Lansing city, MI
Grant Program ID	IRG1

Office Information

This application is for Lansing City Clerk, Ingham County in Lansing city, MI.

What is your office website? <https://www.lansingmi.gov/185/City-Clerk>

Office Physical Address *

Physical Address Line 1 124 W. Michigan Ave., 9th Floor

Physical Address Line 2 City Clerk's Office

Physical City Lansing

Physical State MI

Physical Zip 48933

Mailing Address Display [HIDE] The office mailing address is the same as the physical address above

Office Mailing Address The office mailing address is the same as the physical address above

How many active registered voters does your jurisdiction have as of June 2024? 78000

Approximately how many full time staff (or equivalent) do you have on your election team? 7

What is your jurisdiction's total one-year budget allocated to elections for the fiscal year that includes June 2024? 1780655

Please upload a copy of your elections budget for the fiscal year that includes June 2024.

 Clerk 2024.pdf

Applicant Information

Provide information on the individual applying on behalf of Lansing City Clerk, Ingham County, MI.

Who is completing the grant application?	Robin Stites
What is your job title?	Election Supervisor
What is the email you use for work?	robin.stites@lansingmi.gov
Share a link to an official government page that contains your bio or lists you in a staff directory	https://www.lansingmi.gov/218/Elections

What number can we reach you at during business hours?

Desk	5174836020
Work mobile	5178973441

Grant Information

Eligible election offices can use the funds to cover expenses incurred between June 1, 2024 and May 31, 2025 for the nonpartisan public purpose of planning and operationalizing secure, efficient, and accessible election administration. [Examples of uses](#) that fall within this public purpose include expenditures for the key human, physical, and technological assets that the U.S. Department of Homeland Security has concluded are necessary to conduct elections.

This application is eligible for up to \$60,000. More information about the funding formula is available [here](#).

Requested Amount	60000
Formatted Requested Amount	\$60,000.00
Amount Selection	Yes, I am applying for the maximum amount

Enter Requested Amount1000

You are applying for \$60,000.00 in funding through this grant program.

 The amount entered exceeds the amount your jurisdiction is eligible to apply for.

Please enter an amount less than or equal to \$60,000.

Intended Use of Grant Funds

Grant funds must be used exclusively for the nonpartisan public purpose of planning and operationalizing secure, efficient, and accessible election administration. Please indicate your intended use(s) of grant funds. Select all that apply.

Your answer to this question does not affect the amount of grant funds you are eligible for. Instead, you are eligible for a set amount of grant funds based upon your jurisdiction’s citizen voting age population.

Grant funds may be used for any nonpartisan purpose that falls under the categories listed below. If you receive a grant and your office later decides to allocate those grant funds towards a different category of permissible expenditures, there is no need to inform, update, or seek the input or approval of Responsive Gov before doing so, as long as those new expenditures are consistent with the nonpartisan public purpose of planning and operationalizing secure, efficient, and accessible election administration.

- Expenses - Human - Checked✓
- Expenses - Physical - Checked✓
- Expenses - Tech - Checked✓

Human – Personnel with specialized training, certification, knowledge, skills, authorities, or roles whose absence could cause undesirable consequences or hamper election security.

✓ Human Expenses

Temporary/Seasonal Support Positions

Physical – Equipment and materials*, facilities, and records that support or provide protection. **includes basic election administration supplies like pens, postage, stickers, paper, envelopes*

✓ Physical Expenses

Administrative Facilities

Technological – Hardware and software components critical to supporting election, including computers, servers, databases, and other IT systems and assets used to fulfill one of the following functions:

✓ Technological Expenses

Public Information Systems

Other Expenses – If you believe that your intended use of grant funds is not listed among the above examples, but nevertheless falls within the nonpartisan public purpose of planning and operationalizing secure, efficient, and accessible election administration, please describe the expense below.

⚠ Incomplete information.

Select at least one category on how you intend to use grant funds.

Briefly describe how you anticipate using the grant funds.

We would use the funds to develop and implement a marketing/outreach plan to educate the public on all their voting options and voter registration. Also, to hire temporary staff for outreach events to promote voting options, including early voting which is fairly new in Michigan. Lastly, to upgrade our election office for added accessibility.

Provide the full name and title of the government official authorized to sign a grant agreement, if awarded. This is who the grant agreement will be addressed to. The signatory could be, for example, the head of the election department or chair of the board of elections, the city or county attorney, the mayor or county executive, or chair of the county commission. There may be multiple officials who could fill this role, in which case we encourage you to select one who can be available to sign the agreement quickly.

Title of Individual Signatory

Authorized to Sign a Grant Agreement

Mayor

Name of Individual Signatory (if applicable)

Andy Schor

Optional questions

Why are you seeking this additional source of funding? Select all that apply.

Our current budget is sufficient, so we'll use this grant to go above-and-beyond.

In the context of your annual elections budget, what impact will this funding have on your election operations?

A moderate impact

Amount Title Display Switcher

Amount Requested

Amount Display Switcher

\$60,000.00

If additional funding becomes available, would you like to be notified that you could receive additional grant funds?

Yes

I understand that I will be emailed a copy of this application for my records. *

I certify that I am permitted to submit this grant application on behalf of Lansing City Clerk, Ingham County in Lansing city, MI. *

Your Initials

RS

Reference Number

54589

IRG1-54589

Thursday, September 19, 2024

Lansing City, Michigan

Dear Mayor Andy Schor,

I'm pleased to inform you that the Institute for Responsive Government ("Responsive Gov"), a nonpartisan, nonprofit organization tax-exempt under Internal Revenue Code ("IRC") section 501(c)(3), has decided to award the **Lansing City Clerk's Office** ("Grantee") a grant to support its nonpartisan work planning and operationalizing secure, efficient, and accessible election administration. We based this decision on the information and materials provided in the **Lansing City Clerk's Office** Grant Application ("Application"), which is incorporated into this Grant Agreement as an Appendix. A copy of the Application has been provided simultaneously with this Grant Agreement for your records.

The following is a description of the grant:

- **Amount of Grant: \$60,000**
- **Public Purpose:** The grant funds must be used exclusively for the nonpartisan public purpose of planning and operationalizing secure, efficient, and accessible election administration in **Lansing City, Michigan**. Examples of uses that fall within this public purpose include expenditures for the key human, physical, and technological assets that the U.S. Department of Homeland Security has identified as necessary to conduct elections.*

Before Responsive Gov transmits these grant funds, an authorized representative of the **Lansing City Clerk's Office** must sign this agreement ("Grant Agreement"). By signing the Grant Agreement, the **Lansing City Clerk's Office** agrees to comply with all **United States, Michigan, and Lansing City** laws and regulations, including but not limited to those relating to taxes, gifts, and private funding of elections ("Applicable Laws"), when accepting and using the grant funds. Grantee also agrees to accept and use the funds subject to the terms and conditions below.

By signing this Grant Agreement, you agree and certify the following:

1. The **Lansing City Clerk's Office** is a U.S., state, or local government unit or political subdivision within the meaning of IRC section 170(c)(1). This grant shall be used only for the Public Purpose described above and for no other purposes.
2. The **Lansing City Clerk's Office** is authorized to receive this grant from Responsive Gov, receipt of the grant does not violate any Applicable Laws, and Grantee represents that it has taken all steps, including necessary approvals, required to apply for, accept, and utilize the grant for the Public Purpose set forth above and in the Proposal.
3. Grantee has submitted an Application, which (among other things) sets forth the intended use of grant funds. That Application is incorporated into this Grant Agreement as an Appendix. Grantee shall commence expending this grant for the purposes identified in its Application upon receipt and may use the grant funds for such purposes until May 31, 2025. If Grantee needs to reallocate grant funds between the purposes identified in the Application, Grantee is permitted to do so without any notice to Responsive Gov so long as those purposes are consistent with the Public Purpose described above.
4. If Grantee uses any part of this grant to fund another organization, it will take reasonable steps to

ensure that any grant funds are used consistently with the Public Purpose of this grant and all of the terms and conditions of this Grant Agreement. Grantee further agrees that the grant funds may not be used: (1) to participate in, intervene in, or carry on, directly or indirectly (including the publishing or distribution of statements), any political campaign on behalf of (or in opposition to) any candidate for public office or public referendum; (2) to engage in any effort to induce or encourage violations of law or public policy; (3) to cause any private inurement or improper private benefit to occur; or (4) for any purpose inconsistent with IRC Section 170(c)(2)(B), which relates to charitable, educational, scientific, religious, or literary purposes.

5. The **Lansing City Clerk's Office** shall not share with Responsive Gov—and Responsive Gov will never ask for—non-public or confidential information about your jurisdiction's voters or voting systems.

6. Grantee shall produce a report documenting how this grant has been expended to support its public purpose described above. This report shall be provided to Responsive Gov by June 30, 2025.

7. The purpose of the grant is to supplement the funds available to the **Lansing City Clerk's Office** and not to substitute for previously budgeted funds that would otherwise be provided to Grantee by **Lansing City, Michigan** but for the grant. You represent and warrant to the best of your knowledge that **Lansing City, Michigan** does not intend to reduce the **Lansing City Clerk's** budget or fail to appropriate or provide previously budgeted funds to the **Lansing City Clerk's Office** because it has received this grant.

8. Responsive Gov may discontinue, modify, withhold part of, or ask for the return of all or part of the grant funds if it determines, in its sole judgment, that (a) any of the above conditions have not been met, (b) any of the representations or certifications by Grantee are inaccurate, or (c) Responsive Gov must do so to comply with Applicable Laws.

9. The grant term shall be June 1, 2024, through May 31, 2025, and is the period during which covered costs may be applied to this Grant. To request an extension of the grant term, Grantee must provide a written request, including a new requested end date, to Responsive Gov before the end date of the grant term. Grantee must receive an amendment to the Grant Agreement to expend funds beyond the grant term.

10. Beyond the rights and obligations specifically set forth in the Grant Application and this Grant Agreement, Responsive Gov claims no legal right to control or otherwise influence the Grantee's use of any funds provided pursuant to this Grant Agreement. Responsive Gov has no role or involvement in the operation or administration of elections conducted by **Lansing City Clerk** as a result of this Grant Agreement, independent of the provision of the grant itself. Furthermore, it is expressly understood that by making this grant, Responsive Gov neither has or incurs any obligation to provide additional funding to the Grantee.

Please indicate that you accept and agree to these terms and conditions by having an authorized representative of your election jurisdiction sign and certify below. Please return a scanned copy of the signed letter via the link in your email at your earliest convenience. If needed, you may also return it via email at grants@responsivegov.org.

Sincerely,



Sam Olikier-Friedland
Executive Director
Institute for Responsive Government

By signing this Grant Agreement, I certify that I am authorized to bind the Lansing City Clerk's Office to the terms and conditions of the Grant Agreement and that the Lansing City Clerk's shall fully comply with the Grant Agreement including all restrictions on the use of funds.

Accepted on behalf of Lansing City Clerk

By: _____

Title: _____

Date: _____

APPENDIX: Lansing City, Michigan *A More Responsive Government 2024 Grant Program* Grant Application
Submitted to the Institute for Responsive Government

* See U.S. Department of Homeland Security, Cybersecurity and Infrastructure Security Agency, 2020
Election Infrastructure Subsector-Specific Plan, at 3-4 (2020), *available at*
https://www.cisa.gov/sites/default/files/publications/election_infrastructure_subsector_specific_plan.pdf
.

Resolution #2024-###

By the Committee on Development and Planning
Resolved by the City Council of the City of Lansing

WHEREAS, the Mayor has made the appointment of Jonathan Smith as an at-large member of the Lansing Economic Development Corporation / Tax Increment Finance Authority / Lansing Brownfield Redevelopment Authority Board of Directors for a term to expire February 28, 2029; and

WHEREAS, the nominee has been vetted by the Mayor's Office and meets the qualifications as required by the City Charter; and

WHEREAS, the Committee on Development and Planning took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the appointment of Jonathan Smith as an at-large member of the Lansing Economic Development Corporation / Tax Increment Finance Authority / Lansing Brownfield Redevelopment Authority Board of Directors for a term to expire February 28, 2029.

Resolution #2024-###

By the Committee on Development and Planning
Resolved by the City Council of the City of Lansing

Resolution to Establish an Obsolete Property Rehabilitation Act District at 1102 S.
Washington Avenue, Lansing, MI

WHEREAS, pursuant to PA 146 of 2000, the Obsolete Property Rehabilitation Act (the “Act”), the City of Lansing has the authority to establish “Obsolete Property Rehabilitation Districts” within the City of Lansing, and

WHEREAS, Reo Ventures, LLC, hereinafter called the “Developer” has requested in writing that the City of Lansing establish an Obsolete Property Rehabilitation District (the “District”) as enabled by the Act, for the property commonly known as 1102 S. Washington Avenue, Lansing, Michigan, and

WHEREAS, the Developer is the legal owner of greater than fifty percent (50%) of all taxable value of the property located within the proposed District, and

WHEREAS, it is determined that the District meets the requirements set forth in section 3(1) of PA 146 of 2000, and

WHEREAS, the Act requires that before establishing the District the Lansing City Council shall give written notice by certified mail to the owners of all real property within the proposed District and shall hold a public hearing in order to provide an opportunity for owners, residents or other taxpayers of the City of Lansing to appear and be heard regarding the establishment of the District and that such notice was given and said public hearing was held on **[INSERT DATE]**.

NOW THEREFORE BE IT RESOLVED that the following property are hereby approved and established as an Obsolete Property Rehabilitation District as provided by Public Act 146 of 2000 legally described as:

N 1/2 LOT 1 & E 46 FT OF N 1/2 LOT 2 BLOCK 195 ORIG PLAT CITY OF LANSING, COUNTY OF INGHAM; PARCEL NUMBER: 33-01-01-21-178-040, and

BE IT FINALLY RESOLVED that this resolution shall not be construed as the City Council’s approval of any future application for an Obsolete Property Rehabilitation Exemption Certificate for the Developer or any other applicant.

August 31, 2024

Lansing City Clerk
City Hall
124 West Michigan Ave.
Lansing, MI 48933

Re: Obsolete Property Rehabilitation Act District and Certificate for 1102 South Washington Ave., Lansing

Dear Clerk Swope,

Per the Obsolete Property Rehabilitation Act (OPRA), Act 146 of 2000, the undersigned applicant REO Ventures, LLC, owner of the property commonly known as 1102 S. Washington Ave., Lansing 48910 (the "Property"), legal description attached, hereby requests the establishment of an OPRA District and granting of an OPRA Certificate by the City of Lansing on the Property. The Property has been inspected by the City of Lansing Assessor and determined to suffer from functional obsolescence (determination of obsolescence attached).

General Description of Obsolete Facility

This building (1813 square feet) was built in approximately 1925. The building was originally constructed as a gas station. Building use continued as gas station until the 1960. From the 1960 to the 2000's building was used as service station. Most recently building was used as storage. The building has not been occupied for several years. The previous owner started a remodeling process; however, the property was left in disrepair. The building currently has no heating or plumbing system nor a restroom.

The building could be adapted for many uses; however, the small size of the building and interior masonry partition walls limits financially feasible for occupancy.

The property is listed on Leaking Underground Storage Site according to Phase 1 report prepared by PM Environmental.

Proposed Use of the Rehabilitated Facility

The applicant intends to rehabilitate the facility as follows:

1102 South Washington Ave will be redeveloped into a location that includes restaurant/food concept on the vacant/obsolete building and a vibrant outdoor space on the undeveloped land. Good Truckin' Diner will be expanding. The concept of this location will be similar to Little Fleet In Traverse City (www.thelittlefleet.com)

Expected Economic Advantages

In an effort to maximize the utility value of functionally obsolete building, the applicant is committed to doing complete rehabilitation of the building. In that context, and as more fully detailed below, the developer will incur considerable renovation costs. The establishment of the OPRA District, with its multi-year property tax deferment benefit is vital to making the economics of the project work.

Redevelopment of the property will provide numerous benefits to the City. While the specific facility would undergo considerable renovation, the entire area would benefit from the transformation of the vacant building and undeveloped land on the riverfront into a thriving property and outdoor space.

Detailed Description of Hard Costs

The OPRA tax abatement is a significant component of this project. The petitioner has estimated the renovation costs of the project combined at approximately \$290,000. The renovation estimate are as follows:

1102 South Washington	1st Floor	Totals
Architect Drawings	\$18,5000	\$18,500
Renovations	\$437,000	\$437,000
Environmental Assessments	\$5,000	\$5,000
Remediation Work	\$20,000	\$20,000
Site preparation	\$15,000	\$15,000
Grading Pavement	<u>\$35,000</u>	<u>\$35,000</u>
Total	\$545,500	\$545,500

An itemized list of renovations and fixed building equipment as part of the rehabilitated facility is attached.

Time Schedule for Rehabilitation

Commencement of construction is scheduled for January, 1, 2025 with completion of the project expected by December 31, 2025. Environmental mitigation activities on the property will occur fall/winter 2024/2025 prior to commencement.

Property Taxable Value and Legal Description

The specifics on the property are as follows:

Property Address: 1102 South Washington Ave.
Lansing, MI 48910
Owner's Name: REO Ventures, LLC
Sq Feet of Building: Approximately 1,813
Tax ID Number: 86-1481293
Tax Value Land: \$37,000 (2024)
Tax Value Building: \$54,200,729 (2024)
SEV Value Total: \$54,20 (2024)
Legal Description: N 1/2 LOT 1 & E 46 FT OF N 1/2 LOT 2 BLOCK 195
ORIG PLAT
CITY OF LANSING, COUNTY OF INGHAM
Parcel Number: 33-01-01-21-178-040

Thank you in advance for your assistance and consideration in this matter.

Sincerely,



Name

REO Ventures, LLC., Owner Nicholas Pope

Obsolete Property Rehabilitation Act District and Certificate for
1102 South Washington Avenue, Lansing

List of Improvements

- Perform environmental mitigation \$25,000
- Perform selective demolition - \$10,000
- Upgrade Mechanical, Electrical, and Plumbing systems \$160,000
- Provide insulation to code \$7,000
- Architecture Build-out of interior to include restrooms, bar / kitchen - \$50,000
- Equipment/Build-out for specific Restaurant use - \$150,000
- Provide interior finishes \$75,000
- Provide exterior improvements including paving, signage, landscaping, paint - \$50,000

**CITY OF LANSING
NOTICE OF PUBLIC HEARING**

The Lansing City Council will hold a public hearing on Monday, ***Insert Month & Date*** at 7:00 p.m. in the Tony Benavides Lansing City of Lansing Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Ave., Lansing, MI 48933, for the purpose stated below:

To afford an opportunity for all residents, taxpayers of the City of Lansing, City Assessor, other interested persons and ad valorem taxing units to appear and be heard on the approval of an Obsolete Property Rehabilitation District (the "District"), pursuant to and in accordance with the provisions of the Obsolete Property Rehabilitation Act, Public Act 146 of 2000, for property located at 1102 S. Washington Avenue, Lansing, Michigan, legally described as:

N 1/2 LOT 1 & E 46 FT OF N 1/2 LOT 2 BLOCK 195 ORIG PLAT CITY OF LANSING,
COUNTY OF INGHAM; PARCEL NUMBER: 33-01-01-21-178-040

Approval of this District will allow the owners of real property within the District to apply for an abatement of certain property taxes for the improvements to their property located within the District. Further information regarding this issue may be obtained from Kris Klein, Lansing Economic Development Corporation (LEDC), 401 S. Washington Sq. Ste 101 Lansing, MI 48933, 517-599-1136.

For more information, please call 517-483-4177. If you are interested in this matter, please attend the public hearing or send a representative. Written comments will be accepted between 8 a.m. and 5 p.m. on City business days if received before 5 p.m., on the day of the Public Hearing at the City Clerk's Office, Ninth Floor, City Hall, 124 West Michigan Ave., Lansing, MI 48933 or email city.clerk@lansingmi.gov.

Chris Swope, Lansing City Clerk, MMC/CMMC
www.lansingmi.gov/Clerk
www.facebook.com/LansingClerkSwope

Resolution #2024-###

By the Committee on Development and Planning
Resolved by the City Council of the City of Lansing

Resolution to Set a Public Hearing Regarding the Establishment of an Obsolete Property Rehabilitation Act District at 1102 S. Washington Avenue, Lansing, Michigan

WHEREAS, Reo Ventures, LLC has requested, in writing to the City Clerk, that the City of Lansing establish an Obsolete Property Rehabilitation Act District (the "OPRA District") for the property commonly known as 1102 S. Washington Avenue, Lansing, Michigan (the "Property"), pursuant to the Michigan Obsolete Property Rehabilitation Act, being Public Act 146 of 2000 (the "Act"); and

WHEREAS, the Property in question of the OPRA District located at 1102 S. Washington Avenue, Lansing, Michigan, is legally described as:

N 1/2 LOT 1 & E 46 FT OF N 1/2 LOT 2 BLOCK 195 ORIG PLAT CITY OF LANSING, COUNTY OF INGHAM; PARCEL NUMBER: 33-01-01-21-178-040;
and

WHEREAS, the Act requires that before granting a District the Lansing City Council hold a public hearing in order to provide an opportunity for the applicant, owners of real property within the proposed OPRA District, the City Assessor, a representative of the affected taxing units, the residents, and other taxpayers of the City of Lansing general public appear and be heard regarding the approval of the OPRA District.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Lansing that a public hearing be held in the City Council Chambers of the City of Lansing, 10th Floor, Lansing City Hall, Lansing, Michigan, on Monday, **[INSERT DATE]** at 7:00 p.m. for the purpose of receiving public comment on the approval of an OPRA District under the provisions of Public Act 146 of 2000 and that the Clerk shall publish once in a publication of general circulation within the community a notice of the scheduled public hearing and that the notice appear not less than 10 or more than 30 days prior to the date of the hearing.

August 31, 2024

Lansing City Clerk
City Hall
124 West Michigan Ave.
Lansing, MI 48933

Re: Obsolete Property Rehabilitation Act District and Certificate for 1102 South Washington Ave., Lansing

Dear Clerk Swope,

Per the Obsolete Property Rehabilitation Act (OPRA), Act 146 of 2000, the undersigned applicant REO Ventures, LLC, owner of the property commonly known as 1102 S. Washington Ave., Lansing 48910 (the "Property"), legal description attached, hereby requests the establishment of an OPRA District and granting of an OPRA Certificate by the City of Lansing on the Property. The Property has been inspected by the City of Lansing Assessor and determined to suffer from functional obsolescence (determination of obsolescence attached).

General Description of Obsolete Facility

This building (1813 square feet) was built in approximately 1925. The building was originally constructed as a gas station. Building use continued as gas station until the 1960. From the 1960 to the 2000's building was used as service station. Most recently building was used as storage. The building has not been occupied for several years. The previous owner started a remodeling process; however, the property was left in disrepair. The building currently has no heating or plumbing system nor a restroom.

The building could be adapted for many uses; however, the small size of the building and interior masonry partition walls limits financially feasible for occupancy.

The property is listed on Leaking Underground Storage Site according to Phase 1 report prepared by PM Environmental.

Proposed Use of the Rehabilitated Facility

The applicant intends to rehabilitate the facility as follows:

1102 South Washington Ave will be redeveloped into a location that includes restaurant/food concept on the vacant/obsolete building and a vibrant outdoor space on the undeveloped land. Good Truckin' Diner will be expanding. The concept of this location will be similar to Little Fleet In Traverse City (www.thelittlefleet.com)

Expected Economic Advantages

In an effort to maximize the utility value of functionally obsolete building, the applicant is committed to doing complete rehabilitation of the building. In that context, and as more fully detailed below, the developer will incur considerable renovation costs. The establishment of the OPRA District, with its multi-year property tax deferment benefit is vital to making the economics of the project work.

Redevelopment of the property will provide numerous benefits to the City. While the specific facility would undergo considerable renovation, the entire area would benefit from the transformation of the vacant building and undeveloped land on the riverfront into a thriving property and outdoor space.

Detailed Description of Hard Costs

The OPRA tax abatement is a significant component of this project. The petitioner has estimated the renovation costs of the project combined at approximately \$290,000. The renovation estimate are as follows:

1102 South Washington	1st Floor	Totals
Architect Drawings	\$18,5000	\$18,500
Renovations	\$437,000	\$437,000
Environmental Assessments	\$5,000	\$5,000
Remediation Work	\$20,000	\$20,000
Site preparation	\$15,000	\$15,000
Grading Pavement	<u>\$35,000</u>	<u>\$35,000</u>
Total	\$545,500	\$545,500

An itemized list of renovations and fixed building equipment as part of the rehabilitated facility is attached.

Time Schedule for Rehabilitation

Commencement of construction is scheduled for January, 1, 2025 with completion of the project expected by December 31, 2025. Environmental mitigation activities on the property will occur fall/winter 2024/2025 prior to commencement.

Property Taxable Value and Legal Description

The specifics on the property are as follows:

Property Address: 1102 South Washington Ave.
Lansing, MI 48910
Owner's Name: REO Ventures, LLC
Sq Feet of Building: Approximately 1,813
Tax ID Number: 86-1481293
Tax Value Land: \$37,000 (2024)
Tax Value Building: \$54,200,729 (2024)
SEV Value Total: \$54,20 (2024)
Legal Description: N 1/2 LOT 1 & E 46 FT OF N 1/2 LOT 2 BLOCK 195
ORIG PLAT
CITY OF LANSING, COUNTY OF INGHAM
Parcel Number: 33-01-01-21-178-040

Thank you in advance for your assistance and consideration in this matter.

Sincerely,



Name

REO Ventures, LLC., Owner Nicholas Pope

Obsolete Property Rehabilitation Act District and Certificate for
1102 South Washington Avenue, Lansing

List of Improvements

- Perform environmental mitigation \$25,000
- Perform selective demolition - \$10,000
- Upgrade Mechanical, Electrical, and Plumbing systems \$160,000
- Provide insulation to code \$7,000
- Architecture Build-out of interior to include restrooms, bar / kitchen - \$50,000
- Equipment/Build-out for specific Restaurant use - \$150,000
- Provide interior finishes \$75,000
- Provide exterior improvements including paving, signage, landscaping, paint - \$50,000

Resolution #2024-###

By the Committee on Development and Planning
Resolved by the City Council of the City of Lansing

Resolution to Approve an Obsolete Property Rehabilitation Act Certificate
1102 S. Washington Avenue

WHEREAS, pursuant to the Michigan Obsolete Property Rehabilitation Act, being Public Act 146 of 2000 (PA 146 of 2000), Reo Ventures, LLC has filed an application for an Obsolete Property Rehabilitation Exemption Certificate (OPRA Certificate) with the Lansing City Clerk, for a proposed obsolete facility at 1102 S. Washington Avenue, Lansing, Michigan (Obsolete Property); and

WHEREAS, Reo Ventures, LLC (the Applicant) owns the proposed Obsolete Property; and

WHEREAS, the proposed Obsolete Property is located within an Obsolete Property Rehabilitation District legally established by resolution adopted ***Insert Date of resolution adoption*** after a public hearing was held on ***Insert Date of Public Hearing for District***, as provided by section 3 of PA 146 of 2000; and

WHEREAS, the taxable value of the property proposed to be exempt plus the aggregate taxable value of property already exempt under Public Act 146 of 2000 and under Public Act 198 of 1974 (IFT's) does not exceed 5% of the total taxable value of the City of Lansing; and

WHEREAS, a public hearing was held on ***Insert Date of Public Hearing for Certificate*** in order to provide an opportunity for the applicant, the City Assessor, a representative of the affected taxing units, the residents, and other taxpayers of the City of Lansing general public appear and be heard regarding the approval of the OPRA Certificate; and

WHEREAS, Reo Ventures, LLC has been certified in writing by the City of Lansing Treasurer to be not delinquent in any taxes related to the facility; and

WHEREAS, the application is for 12 years and under no circumstances or criteria will an extension of the exemption be considered; and

WHEREAS, the application is for obsolete property as defined in section 2(h) of Public Act 146 of 2000; and

WHEREAS, the applicant Reo Ventures, LLC has provided answers to all required questions under the application instructions to the City of Lansing; and

WHEREAS, the City of Lansing requires that rehabilitation of the facility shall be completed by ***Insert Date***; and

WHEREAS, the commencement of the rehabilitation of the facility did not occur before the establishment of the Obsolete Property Rehabilitation District; and

WHEREAS, the application relates to a rehabilitation program that when completed constitutes a rehabilitated facility within the meaning of Public Act 146 of 2000 and that is situated within an Obsolete Property Rehabilitation District established in the City of Lansing eligible under Public Act 146 of 2000 to establish such a district; and

WHEREAS, completion of the rehabilitated facility is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to, increase commercial activity, revitalize urban areas, create employment, retain employment, and increase the number of residents in the community in which the facility is situated; and

WHEREAS, the rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by section 2(l) of Public Act 146 of 2000.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council hereby grants an Obsolete Property Rehabilitation Exemption for the real property, excluding land, located in an Obsolete Property Rehabilitation District at property located at 1102 S. Washington Avenue, Lansing, Michigan, legally described as N 1/2 LOT 1 & E 46 FT OF N 1/2 LOT 2 BLOCK 195 ORIG PLAT CITY OF LANSING, COUNTY OF INGHAM; Parcel Number: 33-01-01-21-178-040.

BE IT FINALLY RESOLVED that the City Clerk shall cause the Application for Obsolete Property Rehabilitation Certificate to be completed, including the "Clerk Certification" and shall file the completed application, together with a certified copy of this resolution with the State Tax Commission.



Andy Schor, Mayor

CITY ASSESSORS OFFICE

**Sharon Frischman, MMAO
City Assessor**

3rd Floor City Hall
124 West Michigan Avenue
Lansing, Michigan 48933
(517) 483-7624

FAX: (517) 483-4101
www.lansingmi.gov/City-Assessor

July 23, 2020

Functional Obsolescence Determination

**1102 S Washington St.
Lansing, MI 48910**



This building was constructed in about 1925. It was originally constructed as a gas station / vehicle repair facility. It was occupied for this purpose until the 1960s. At that time, the repair services were still available until as recently as about 2000. It has been used for storage most recently. Remodeling began a few years ago but has not been finished. There is not heating system or plumbing. There is no restroom.

The building could be adapted to many uses, however, the small size of the building and interior masonry partitions limit the financially feasible options for occupancy.

The site is listed on the Leaking Underground Storage Tank site according to a Phase I environmental report performed by PM Environmental.

I have determined that the property is suffering from functional obsolescence due to the size, configuration, lack of interior heating/plumbing and previous use.

Sharon Frischman
City Assessor

Application for Obsolete Property Rehabilitation Exemption Certificate

Issued under authority of Public Act 146 of 2000, as amended.

This application should be filed after the district is established. This project will not receive tax benefits until approved by the State Tax Commission. Applications received after October 31 may not be acted upon in the current year. This application is subject to audit by the State Tax Commission.

INSTRUCTIONS: File the completed application and the required attachments with the clerk of the local government unit. (The State Tax Commission requires two copies of the Application and attachments. The original is retained by the clerk.) See State Tax Commission Bulletin 9 of 2000 for more information about the Obsolete Property Rehabilitation Exemption. The following must be provided to the local government unit as attachments to this application: (a) General description of the obsolete facility (year built, original use, most recent use, number of stories, square footage); (b) General description of the proposed use of the rehabilitated facility, (c) Description of the general nature and extent of the rehabilitation to be undertaken, (d) A descriptive list of the fixed building equipment that will be a part of the rehabilitated facility, (e) A time schedule for undertaking and completing the rehabilitation of the facility, (f) A statement of the economic advantages expected from the exemption. A statement from the assessor of the local unit of government, describing the required obsolescence has been met for this building, is required with each application. Rehabilitation may commence after establishment of district.

Applicant (Company) Name (applicant must be the OWNER of the facility) Reo Ventures, LLC								
Company Mailing Address (Number and Street, P.O. Box, City, State, ZIP Code) 6850 Aurelius Road, Lansing, MI 48911								
Location of obsolete facility (Number and Street, City, State, ZIP Code) 1102 South Washington Avenue, Lansing, MI 48910								
City, Township, Village (indicate which) Lansing		County Ingham						
Date of Commencement of Rehabilitation (mm/dd/yyyy) 01/01/2025	Planned date of Completion of Rehabilitation (mm/dd/yyyy) 12/31/2025	School District where facility is located (include school code) 33020						
Estimated Cost of Rehabilitation \$545,500.00		Number of years exemption requested 12						
Attach legal description of obsolete property on separate sheet.								
Expected Project Outcomes (Check all that apply) <table border="0"><tr><td>☒ Increase commercial activity</td><td>☐ Retain employment</td><td>☒ Revitalize urban areas</td></tr><tr><td>☒ Create employment</td><td>☐ Prevent a loss of employment</td><td>☐ Increase number of residents in the community in which the facility is situated</td></tr></table> Indicate the number of jobs to be retained or created as a result of rehabilitating the facility, including expected construction employment. _____			☒ Increase commercial activity	☐ Retain employment	☒ Revitalize urban areas	☒ Create employment	☐ Prevent a loss of employment	☐ Increase number of residents in the community in which the facility is situated
☒ Increase commercial activity	☐ Retain employment	☒ Revitalize urban areas						
☒ Create employment	☐ Prevent a loss of employment	☐ Increase number of residents in the community in which the facility is situated						
☒ Each year, the State Treasurer may approve 25 additional reductions of half the school operating and state education taxes for a period not to exceed six years. Check the box at left if you wish to be considered for this exclusion.								

APPLICANT CERTIFICATION

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 of the information is truly descriptive of the property for which this application is being submitted. Further, the undersigned is aware that, if any statement or information provided is untrue, the exemption provided by Public Act 146 of 2000 may be in jeopardy.

The applicant certifies that this application relates to a rehabilitation program that, when completed, constitutes a rehabilitated facility, as defined by Public Act 146 of 2000, as amended, and that the rehabilitation of the facility would not be undertaken without the applicant's receipt of the exemption certificate.

It is further certified that the undersigned is familiar with the provisions of Public Act 146 of 2000, as amended, 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 Obsolete Property Rehabilitation Exemption Certificate by the State Tax Commission.

Name of Company Officer (No authorized agents) Nicholas Pope	Telephone Number (517) 346-5165	Fax Number (517) 301-9069
Mailing Address 1146 South Washington Avenue, Lansing, MI 48910	E-mail Address npope@waadvisors.com	
Signature of Company Officer (no authorized agents) 	Title Partner	

LOCAL GOVERNMENT UNIT CLERK CERTIFICATION

The Clerk must also complete Parts 1, 2 and 4 on page 2. Part 3 is to be completed by the Assessor.

Signature 	Date Application Received 9/16/24	
FOR STATE TAX COMMISSION USE		
Application Number	Date Received	LUCI Code

LOCAL GOVERNMENT ACTION		
This section is to be completed by the clerk of the local governing unit before submitting the application to the State Tax Commission. Include a copy of the resolution which approves the application and Instruction items (a) through (f) on page 1, and a separate statement of obsolescence from the assessor of record with the State Assessor's Board. All sections must be completed in order to process.		
PART 1: ACTION TAKEN		
Action Date _____		
☐ Exemption Approved for _____ Years, ending December 30, _____ (not to exceed 12 years) ☐ Denied		
Date District Established _____	LUCI Code _____	School Code _____
PART 2: RESOLUTIONS (the following statements must be included in resolutions approving)		
A statement that the local unit is a Qualified Local Governmental Unit. A statement that the Obsolete Property Rehabilitation District was legally established including the date established and the date of hearing as provided by section 3 of Public Act 146 of 2000. A statement indicating whether the taxable value of the property proposed to be exempt plus the aggregate taxable value of property already exempt under Public Act 146 of 2000 and under Public Act 198 of 1974 (IFT's) exceeds 5% of the total taxable value of the unit. A statement of the factors, criteria and objectives, if any, necessary for extending the exemption, when the certificate is for less than 12 years. A statement that a public hearing was held on the application as provided by section 4(2) of Public Act 146 of 2000 including the date of the hearing. A statement that the applicant is not delinquent in any taxes related to the facility. If it exceeds 5% (see above), a statement that exceeding 5% will not have the effect of substantially impeding the operation of the Qualified Local Governmental Unit or of impairing the financial soundness of an affected taxing unit. A statement that all of the items described under "Instructions" (a) through (f) of the Application for Obsolete Property Rehabilitation Exemption Certificate have been provided to the Qualified Local Governmental Unit by the applicant.	A statement that the application is for obsolete property as defined in section 2(h) of Public Act 146 of 2000. A statement that the commencement of the rehabilitation of the facility did not occur before the establishment of the Obsolete Property Rehabilitation District. A statement that the application relates to a rehabilitation program that when completed constitutes a rehabilitated facility within the meaning of Public Act 146 of 2000 and that is situated within an Obsolete Property Rehabilitation District established in a Qualified Local Governmental Unit eligible under Public Act 146 of 2000 to establish such a district. A statement that completion of the rehabilitated facility is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to, increase commercial activity, create employment, retain employment, prevent a loss of employment, revitalize urban areas, or increase the number of residents in the community in which the facility is situated. The statement should indicate which of these the rehabilitation is likely to result in. A statement that the rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by section 2(l) of Public Act 146 of 2000. A statement of the period of time authorized by the Qualified Local Governmental Unit for completion of the rehabilitation.	
PART 3: ASSESSOR RECOMMENDATIONS		
Provide the Taxable Value and State Equalized Value of the Obsolete Property, as provided in Public Act 146 of 2000, as amended, for the tax year immediately preceding the effective date of the certificate (December 31 of the year approved by the STC)		
Building Taxable Value	Building State Equalized Value	
\$	\$	
Name of Government Unit _____	Date of Action Application _____	Date of Statement of Obsolescence _____
PART 4: CLERK CERTIFICATION		
The undersigned clerk certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way. Further, the undersigned is aware that if any information provided is untrue, the exemption provided by Public Act of 2000 may be in jeopardy.		
Name of Clerk _____	Telephone Number _____	
Clerk Mailing Address _____		
Mailing Address _____		
Telephone Number _____	Fax Number _____	E-mail Address _____
Clerk Signature _____		Date _____

For faster service, email completed application and attachments to PTE@michigan.gov. An additional submission option is to mail the completed application and attachments to Michigan Department of Treasury, State Tax Commission, PO Box 30471, Lansing, MI 48909. If you have any questions, call 517-335-7491.

City of Lansing
Notice of Public Hearing

The Lansing City Council will hold a public hearing on Monday, **(Insert Date)** at 7:00 p.m. in the City Council Chambers, 10th Floor, Lansing City Hall, Lansing, MI, for the purpose stated below:

To afford an opportunity for all residents, taxpayers of the City of Lansing, City Assessor, other interested persons and ad valorem taxing units to appear and be heard on the approval of an Obsolete Property Rehabilitation Certificate (the "Certificate"), pursuant to and in accordance with the provisions of the Obsolete Property Rehabilitation Act, Public Act 146 of 2000, for property located at 1102 S Washington Avenue, Lansing, Michigan, but more particularly described as follows:

N 1/2 LOT 1 & E 46 FT OF N 1/2 LOT 2 BLOCK 195 ORIG PLAT CITY OF LANSING, COUNTY OF INGHAM; Parcel Number: 33-01-01-21-178-040

Approval of this Certificate will provide the owner or potentially the developer of property an abatement of certain property taxes for the improvements to the property noted above. Further information regarding this issue may be obtained from Chelsea Dowler, Lansing Economic Development Corporation (LEDC), 401 S. Washington Sq., Ste. 101, Lansing, MI 48933, 517-898-1709.

For more information, please call 517-483-4177. If you are interested in this matter, please attend the public hearing or send a representative. Written comments will be accepted between 8 a.m. and 5 p.m. on City business days if received before 5 p.m., on the day of the Public Hearing at the City Clerk's Office, Ninth Floor, City Hall, 124 West Michigan Ave., Lansing, MI 48933 or email city.clerk@lansingmi.gov.

Chris Swope, Lansing City Clerk, MMC/CMMC
www.lansingmi.gov/Clerk
www.facebook.com/LansingClerkSwope

Resolution #2024-###

By the Committee on Development and Planning
Resolved by the City Council of the City of Lansing

Resolution to Set a Public Hearing Regarding the Granting of an Obsolete Property
Rehabilitation Act Certificate
1102 S. Washington Avenue

WHEREAS, Reo Ventures, LLC, owner of the property located at 1102 S. Washington Avenue in the City of Lansing, Michigan (the "Property") has applied to the City of Lansing for the City to approve the issuance of an Obsolete Property Rehabilitation Exemption Certificate (the "OPRA Certificate"), pursuant to the Michigan Obsolete Property Rehabilitation Act, being Public Act 146 of 2000 (the "Act"); and

WHEREAS, the Property in question of the Certificate is legally described as:

N 1/2 LOT 1 & E 46 FT OF N 1/2 LOT 2 BLOCK 195 ORIG PLAT CITY OF LANSING,
COUNTY OF INGHAM; Parcel Number: 33-01-01-21-178-040; and

WHEREAS, the Act requires that before granting a Certificate the Lansing City Council hold a public hearing in order to provide an opportunity for the applicant, the City Assessor, a representative of the affected taxing units, the residents, and other taxpayers of the City of Lansing general public appear and be heard regarding the approval of the OPRA Certificate.

NOW THEREFORE BE IT RESOLVED that a public hearing be held in the City Council Chambers of the City of Lansing, 10th Floor, Lansing City Hall, Lansing, Michigan, on Monday, **(Insert Date)** at 7:00 p.m. for the purpose of receiving public comment on the approval of an OPRA Certificate under the provisions of Public Act 146 of 2000 and that the Clerk shall publish once in a publication of general circulation within the community a notice of the scheduled public hearing and that the notice appear not less than 10 or more than 30 days prior to the date of the hearing.

INTRODUCTION OF ORDINANCE

An ordinance of the City of Lansing, Michigan, to amend the City of Lansing Codified Ordinance, being Chapter 606, Section 606.02, to prohibit the placement of signs in or on the public right of way and public buildings, places, and facilities; and to establish the responsibility of the persons who place, or cause to be placed, any sign on public or private property; and to provide that a violation of this section is a civil infraction.

The Ordinance is read a first time by its title and referred to the Committee _____

1 An ordinance of the City of Lansing, Michigan, to amend the City of Lansing Codified
2 Ordinance, being Chapter 606, Section 606.02, to prohibit the placement of signs in or on the public
3 right of way and public buildings, places, and facilities; and to establish the responsibility of the
4 persons who place, or cause to be placed, any sign on public or private property; and to provide
5 that a violation of this section is a civil infraction.

6 THE CITY OF LANSING ORDAINS:

7 Section 1. That Chapter 606, Section 606.02 of the Codified Ordinances of the City of Lansing,
8 Michigan be and is hereby amended to read as follows:

9 (A) No person shall

10 (1) Place, or ~~in any manner fasten~~ cause to be placed, without prior written authorization of
11 the Director of the Public Service Department, or the director's designee, any sign (as
12 defined in the Lansing Sign Code), placard, ~~show bill or advertisement upon or against and~~
13 public building or any part thereof on or in any City right of way, street, alley or sidewalk,
14 or other public place.

15 (2) Place or ~~in any manner fasten~~, cause to be placed without the prior written authorization
16 of the Mayor, or the Mayor's designee, any placard, ~~show bill or advertisement sign (as~~
17 defined in the Lansing Sign Code) upon or against any public building or any part thereof,
18 or against any bridge, pole, post, fence, structure, or enclosure belonging to the City or its
19 Board of Water and Light. , ~~or upon any private building, pole, fence or structure, without~~
20 first obtaining consent therefor from the owner thereof.

21 (3) Place or ~~in any manner fasten~~, cause to be placed, any placard, ~~show bill or advertisement~~
22 sign upon any private building, pole, post, fence, structure, or enclosure belonging to another
23 without first obtaining the consent ~~therefore from the owner thereof~~ to do so from the owner
24 or other person in lawful possession or control thereof.

1 **(B) If a violation of this section has occurred, as evidenced by the existence of the unauthorized**
2 **sign, in addition to the person placing the sign, any person designated or identified on the**
3 **sign as the sponsor or whose business, event, or product contained in the message unit of the**
4 **sign shall be presumed responsible for the violation in any proceeding for a violation of this**
5 **section.**

6 **(C) A person who violates this section shall be responsible for a municipal civil infraction. For**
7 **enforcement of this section, the authorized city official to issue a civil infraction violation,**
8 **shall be a police officer, the Director of the Public Service Department, or the director's**
9 **designee, the Director of the Parks and Recreation Department, or the director's designee,**
10 **and the Director of the Economic Development and Planning Department, or the director's**
11 **designee.**

12 Section 2. All ordinances, resolutions or rules, parts of ordinances, resolutions, or rules
13 inconsistent with the provisions are repealed.

14 Section 3. Should any section, clause or phrase of this ordinance be declared to be invalid, the
15 same shall not affect the validity of the ordinance as a whole, or any part thereof other than the part so
16 declared to be invalid.

17 Section 4. This ordinance shall take effect on the 30th day after enactment, unless given
18 immediate effect by City Council, and shall expire December 31, 2033.

RESOLUTION SETTING PUBLIC HEARING
BY CITY COUNCIL

Resolved by the City Council of the City of Lansing that a public hearing be set for _____ at 7 p.m. in Tony Benavides Lansing City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan, for the purpose of considering an ordinance of the City of Lansing, Michigan, to amend the City of Lansing Codified Ordinance, being Chapter 606, Section 606.02, to prohibit the placement of signs in or on the public right of way and public buildings, places, and facilities; and to establish the responsibility of the persons who place, or cause to be placed, any sign on public or private property; and to provide that a violation of this section is a civil infraction.

INTRODUCTION OF ORDINANCE

An ordinance of the City of Lansing, Michigan, to amend the City of Lansing Codified Ordinance, being Chapter 203, Section 203.03, to establish the service requirements for municipal civil infraction violations arising from the unauthorized placement of signs in violation of Section 606.02

The Ordinance is read a first time by its title and referred to the Committee _____

An ordinance of the City of Lansing, Michigan, to amend the City of Lansing Codified Ordinance, being Chapter 203, Section 203.03, to establish the service requirements for municipal civil infraction violations arising from the unauthorized placement of signs in violation of Section 606.02

THE CITY OF LANSING ORDAINS:

Section 1. That Chapter 203, Section 203.03 of the Codified Ordinances of the City of Lansing, Michigan be and is hereby amended to read as follows:

Municipal civil infraction citations shall be issued and served by authorized City officials as follows:

(a) The time for appearance specified in a citation shall be within a reasonable time after the citation is issued.

(b) The place for appearance specified in a citation shall be the District Court.

(c) Each citation shall be numbered consecutively and shall be in a form approved by the State Court Administrator. The original citation shall be filed with the District Court. Copies of the citation shall be retained by the City and issued to the alleged violator as provided by Section 8705 of the Act.

(d) A citation for a Municipal civil infraction signed by an authorized City official shall be treated as if it were made under oath if the violation alleged in the citation occurred in the presence of the official signing the complaint and if the citation contains the following statement immediately above the date and signature of the official:

"I declare under the penalties of perjury that the statements above are true to the best of my information, knowledge and belief."

(e) An authorized City official who witnesses a person commit a Municipal civil infraction shall prepare and subscribe, as soon as possible and as completely as possible, an original and required copies of a citation.

(f) An authorized City official may issue a citation to a person if:

(1) Based upon investigation, the official has reasonable cause to believe that the person is responsible for a Municipal civil infraction; or

(2) Based upon investigation of a complaint by someone who allegedly witnessed the person commit a Municipal civil infraction, the official has reasonable cause to believe that the person is responsible for an infraction, and the City Attorney approves in writing the issuance of the citation.

(g) Municipal civil infraction citations shall be served by an authorized City official as follows:

(1) Except as provided in paragraph (g)(2) **or (g)(3)** hereof, an authorized City official shall personally serve a copy of the citation upon the alleged violator.

(2) If the Municipal civil infraction involves the use or occupancy of land, a building or other structure, a copy of the citation does not need to be personally served upon the alleged violator, but may be served upon an owner or occupant of the land, building or structure by posting the copy on the land or attaching the copy to the building or structure. In addition, a copy of the citation shall be sent by first class mail to the owner of the land, building or structure at the owner's last known address.

(3) If the Municipal civil infraction is issued pursuant to a violation of Section 606.02 a copy of the citation does not need to be personally served upon the alleged violator, but may be served by sending a copy of the citation by first class mail to the person named as responsible for the violation.

Section 2. All ordinances, resolutions or rules, parts of ordinances, resolutions, or rules inconsistent with the provisions are repealed.

1 Section 3. Should any section, clause or phrase of this ordinance be declared to be invalid, the
2 same shall not affect the validity of the ordinance as a whole, or any part thereof other than the part so
3 declared to be invalid.

4 Section 4. This ordinance shall take effect on the 30th day after enactment, unless given
5 immediate effect by City Council, and shall expire December 31, 2033.

6

RESOLUTION SETTING PUBLIC HEARING
BY CITY COUNCIL

Resolved by the City Council of the City of Lansing that a public hearing be set for _____ at 7 p.m. in Tony Benavides Lansing City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan, for the purpose of considering an ordinance of the City of Lansing, Michigan, to amend the City of Lansing Codified Ordinance, being Chapter 203, Section 203.03, to establish the service requirements for municipal civil infraction violations arising from the unauthorized placement of signs in violation of Section 606.02

Resolution #2024-###

By the Committee on City Operations
Resolved by the City Council of the City of Lansing

WHEREAS, the Michigan Department of Transportation has submitted their standard trunkline maintenance contract to the City of Lansing for the period of October 1, 2024 through September 30, 2029; and

WHEREAS, the City of Lansing has designated the following employees to carry out specific functions within this contract:

Contract Administrator:	Andy Kilpatrick
Maintenance Superintendent:	Nathan Arnold
Signal/Electrical Superintendent:	Mitch Whisler
Storm Sewer Superintendent:	Nathan Arnold

THEREFORE, BE IT RESOLVED, the City of Lansing authorizes Mayor Andy Schor and City Clerk to execute this contract on behalf of the City.

Resolution #2024-###

By the Committee on Ways and Means
Resolved by the City Council of the City of Lansing

WHEREAS, Lansing Police Department has submitted application for an annual grant to the Michigan State Police, Grants and Community Services Division for an Automobile Theft Prevention Authority (ATPA) grant; and

WHEREAS, the Lansing Police Department was informed on September 3, 2024, that it has been selected to receive grant funding in the amount of \$244,039; and

WHEREAS, the Lansing Police Department has a required local match of \$97,616 (40% of the grant); and

WHEREAS, the Michigan State Police's share is \$146,423 (60%); and

WHEREAS, the grant funds will be utilized solely for the benefit of motor vehicle theft prevention programs and initiatives; and

WHEREAS, the grant period is October 1, 2024 to September 30, 2025.

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council approves acceptance of the Automobile Theft Prevention Authority grant in the amount of \$244,039 for the program period October 1, 2024 through September 30, 2025; and

BE IT FINALLY RESOLVED, that the Administration is authorized to create appropriate accounts and to make the necessary operating transfers for the expenditure and control of the balance of the grant funds, pursuant to the terms of the grant, subject to approval as to form by the City Attorney.



LANSING CITY COUNCIL

GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE:

GRANT NAME: Automobile Theft Prevention Authority Grant

DEPARTMENT: Police

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Cheryl Rupprecht (cheryl.rupprecht@lansingmi.gov 483-4808)

APPLICATION DATE:

AWARD DATE: September 3, 2024

GRANT CYCLE: 10/01/2024 - 09/30/2025

Check One: ☐ Annual ☒ One-Time

FUND AMOUNT: \$244,039

(Breakdown below should total this amount)

GOODS & SERVICES	\$0.00
PERSONNEL	\$187,339
CONSTRUCTION	\$0.00
LAND	\$0.00
OTHER	\$56,700.00-see explanation below

CITY MATCH (IF APPLICABLE): \$146,423 (40% of \$244,039)

GRANT PAYS FOR: Motor vehicle theft prevention program and initiatives

FUND ALLOCATIONS (Please describe the purpose of the grant and allowable uses):

The purpose of the grant is to assist in the prevention of motor vehicle theft. Allowable uses are personnel costs of one police officer dedicated to the auto theft prevention program, vehicle lease/purchase, office supplies, investigative supplies, cell phone, flock cameras, training/travel and specific membership dues.
\$20k specific for vehicle lease/usage at 60%, requiring 40% match
\$35,700k specific for Field Operations-including equipment (5 flock cameras) at 60%, requiring 40% match and \$5k specific for training at 60%, requiring 40% match
\$1k specific for Office Operations-including cellphone at 60%, requiring 40% match

Resolution #2024-XXX

By the Committee on Ways and Means
Resolved by the City Council of the City of Lansing

WHEREAS, the City Council of the City of Lansing (the "City") deems it advisable and necessary to improve the funding status of the City of Lansing Employees' Retirement System (the "System"); and

WHEREAS, the Michigan Department of Treasury (Treasury) was appropriated \$35 million to establish and operate a grant program that provides the most substantial relief to local units of government that experience the greatest burden from qualified pension and retirement health benefit systems on their annual budget and revenues; and

WHEREAS, grant awards were calculated using the sum of the qualified pension system(s) actuarially determined contributions (ADC) and retirement health care system benefit premium payment amounts, as reported to Treasury as of December 31, 2021, pursuant to Public Act 202 of 2017, MCL 38.2804 and MCL 38.2505; and

WHEREAS, Treasury has reviewed the City's grant application submission and approved the grant application in the amount of \$2,361,715 for the General Employee's Retirement System.

NOW, THEREFORE, BE IT RESOLVED, that the Lansing City Council approves acceptance of the MI Local Retirement Grant for the purpose of funding the General Employees' Retirement System.

BE IT FINALLY RESOLVED, the Administration is authorized to receive the funds, create the necessary accounts, and make necessary transfers for administration in accordance with the requirements of the grantor.



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

RACHAEL EUBANKS
STATE TREASURER

September 4, 2024

MI Local Retirement Grant Award Letter of Approval

Sent via Email
City of Lansing
Municipality Code: 332020
desiree.kirkland@lansingmi.gov

Dear Chief Administrative Officer or Designee,

Thank you for participating in the Michigan Department of Treasury's (Treasury) MI Local Retirement Grant Program. Under the [Fiscal Year 2023-24 budget](#), the Michigan Department of Treasury (Treasury) was appropriated \$35 million to establish and operate a grant program that provides the most substantial relief to local units of government that experience the greatest burden from qualified pension and retirement health benefit systems on their annual budget and revenues.

Treasury has reviewed your grant award claim submission, and we are pleased to announce that City of Lansing is approved for a grant award in the amount of \$2,361,715. The final grant award was prorated to 55.6% of the maximum award amount, in accordance with minimum award amounts documented in the [MI Local Retirement Frequently Asked Questions Document](#).

- **Grant Award Eligibility:**
 - **Total Retirement Costs as % of Revenues –24.1% (source: financial statement audit report as of December 31, 2021)**
- **Final Grant Award Amount (Prorated): \$2,361,715**
 - Validated Maximum Award Amount: \$4,247,690
 - Requested Grant Award Amount on *Form 5886*: \$4,528,366

Requested grant payment amounts were validated using the qualified local unit's retirement pension actuarially determined contributions, OPEB benefit premium payment amounts, and total general fund operating revenues in the financial statement audit report available as of December 31, 2021, and used to calculate final grant award amount(s). Additional information on the award validation process can be found in the [MI Local Retirement Grant Frequently Asked Questions Document](#).

To complete the award distribution process, please complete the additional steps listed below:

1. The qualified local unit must complete a Grant Award Agreement for each retirement system that was elected to be allocated funds from the MI Local Retirement Grant program on the submitted *MI Local Retirement Grant: Award Election Form*, no later than September 13, 2024. A grant award agreement for all retirement systems not administered by the Municipal Employees Retirement System (MERS) has been included as an attachment to the email with the award letter.

- a. Retirement systems administered by the Municipal Employees Retirement System (MERS) that were elected to have award funds allocated will have the grant award agreement provided electronically for approval to the local government official that signed the application, as well as a designated representative of MERS.
- b. *Self-administered or single-employer retirement systems* should have the attached form(s) signed by all required parties and returned via email to Treasury-MIPensionGrant@michigan.gov.

Funds will be submitted for disbursement by September 30, 2024.

If you have any questions or require further assistance, please do not hesitate to contact the MI Local Retirement Grant team at Treasury-MIPensionGrant@michigan.gov.

Sincerely,

A handwritten signature in black ink that reads "Kevin A. Smith". The signature is fluid and cursive, with the first name "Kevin" being the most prominent.

Kevin A. Smith
Deputy Treasurer
State and Local Finance
Michigan Department of Treasury

Agreement for Payment of Grant Funds Pursuant to PA 119 of 2023, Section 990

This agreement between the City of Lansing ("Qualified Unit"), a Qualified Unit as defined by the Department of Treasury (Treasury) pursuant to 2023 PA 119, section 990(2), and fiduciary agent ("Fiduciary") of the General Employees Pension, a retirement system of the Qualified Unit, covers payment of a grant award under section 990 in the amount of \$2,361,715. from Treasury to Qualified Unit for deposit into the General Employees Pension.

Qualified Unit and Fiduciary agree that Treasury shall pay the grant award to Qualified Unit for deposit into the General Employees Pension. Both parties acknowledge that the funds paid pursuant to this agreement are the grant funds referred to in section 990 and are being paid to Qualified Unit for deposit into the General Employees Pension. Qualified unit acknowledges that it has no right, title or interest in the funds beyond that which the Michigan Legislature has granted pursuant to section 990.

This Agreement may not be assigned by either Party. The Agreement's terms shall be binding upon, and inure to the benefit of, the Parties and their heirs and successors. Those provisions necessary to achieve the purposes of this Agreement shall survive its termination or expiration. This Agreement may not be amended except in writing.

In the event that any court of competent jurisdiction shall hold any provision of this Agreement unenforceable or invalid, such holding shall not invalidate or render unenforceable any other provision of the agreement.

All other prior discussions, communications and representations concerning the subject matter of this Agreement are superseded by the terms of this Agreement, and except as specifically provided herein, this Agreement constitutes the entire agreement.

City of Lansing

By: _____
Its [title of authorized official who signs]

[Name of Fiduciary]

On behalf of General Employees Pension

By: _____
[Title of authorized signatory]

Dated: _____

Resolution #2024-XXX

By the Committee on Ways and Means
Resolved by the City Council of the City of Lansing

WHEREAS, the City Council of the City of Lansing (the "City") deems it advisable and necessary to improve the funding status of the City of Lansing Employees' Retirement System (the "System"); and

WHEREAS, the Michigan Department of Treasury (Treasury) was appropriated \$35 million to establish and operate a grant program that provides the most substantial relief to local units of government that experience the greatest burden from qualified pension and retirement health benefit systems on their annual budget and revenues; and

WHEREAS, grant awards were calculated using the sum of the qualified pension system(s) actuarially determined contributions (ADC) and retirement health care system benefit premium payment amounts, as reported to Treasury as of December 31, 2021, pursuant to Public Act 202 of 2017, MCL 38.2804 and MCL 38.2505; and

WHEREAS, Treasury has reviewed the City's grant application submission and approved the grant application in the amount of \$2,361,715 for the General Employee's Retirement System.

NOW, THEREFORE, BE IT RESOLVED, that the Lansing City Council approves acceptance of the MI Local Retirement Grant for the purpose of funding the General Employees' Retirement System.

BE IT FINALLY RESOLVED, the Administration is authorized to receive the funds, create the necessary accounts, and make necessary transfers for administration in accordance with the requirements of the grantor.



LANSING CITY COUNCIL

GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE:

GRANT NAME: MI Local Retirement Grant Program

DEPARTMENT: Finance

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Desiree A. Kirkland (desiree.kirkland@lansingmi.gov)

APPLICATION DATE: July 2024

AWARD DATE: September 4, 2024

GRANT CYCLE: 2024

Check One: Annual X One-Time

FUND AMOUNT: \$2,361,715 (Breakdown below should total this amount)

GOODS & SERVICES	\$0.00
PERSONNEL	\$0.00
CONSTRUCTION	\$0.00
LAND	\$0.00
OTHER (Pension)	\$2,361,715

CITY MATCH (IF APPLICABLE): \$0

GRANT PAYS FOR: Funding pension

FUND ALLOCATIONS (Please describe the purpose of the grant and allowable uses):

The Michigan Department of Treasury was appropriated \$35 million to establish and operate a grant program that provides the most substantial relief to local units of government that experience the greatest burden from qualified pension and retirement health benefit systems on their annual budget and revenues. Grant awards were calculated using the sum of the qualified pension system(s) actuarially determined contributions and retirement health care system benefit premium payment amounts, as reported to Treasury as of December 31, 2021.

CITY of LANSING

INTEROFFICE COMMUNICATION

TO: Andy Schor, Mayor

FROM: Stephanie Robinson, Senior Buyer

DATE: September 11, 2024

SUBJECT: Sole Source Purchase – All City Management Services – School Crossing Guard Services

Please include this Sole Source packet of information in your transmittal to Council as required by the Purchasing Ordinance Section 206.05.

In summary, the Purchasing Office processed the following Sole Source transaction:

Department: Lansing Police Department
Vendor: All City Management Services
Item Purchased: School Crossing Guard Services
Dollar Amount: \$ 341,431.20 (July 1, 2024 thru June 30, 2025)

Additional information pertaining to this purchase is attached for your information.

This letter is filed in accordance with the Purchasing Ordinance Section 206.05 (a) and (b).

sr



Sole Source Memo Letter

Information Page

Creator

Stephanie Robinson

Contact Person *

Stephanie Robinson

Department

Police

**Contact Person
Phone**

5174834128

Contact Person Email

stephanie.robinson@lansingmi.gov

Goods or Service? *

☐ Goods

☒ Services

Vendor Name *

ALL CITY MGT

Vendor Number

V009201

Approval Deadline

8/20/2024

Proposed Start Date

8/20/2024

Proposed End Date

7/1/2025

Account Number

101.343221.801000

**Purchase Order
Number**

P090967

Deadline Info**Justification**

CROSSING GUARD CONTRACT FOR SCHOOL CROSSINGS

Routing

Mayor's Office: Click Forward Packet, then submit to complete task.

Mayor Approval

☒ Approved ☐ Denied

Mayor Signature
(Approval)



Support Documents

SOLE SOURCE ALL CITY MANAGEMENT SERVICES LETTER TO MAYOR LPD AUG 2024 .pdf	87.91KB
sole source memo from lpd to purchasing 2024.pdf	620.3KB
sole source memo from lpd to purchasing 2024.pdf	620.3KB

Purchasing PO

P090967 ALL CITY MGT SVC LPD.pdf	107.83KB
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Cover Letter

SOLE SOURCE MEMO FOR ALL CITY MANAGEMENT SERVICES TO COUNCIL - MAYOR SEPT 2024.pdf	88.16KB
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Forward Packet*

☒ Done



Andy Schor, Mayor

LANSING POLICE DEPARTMENT
Accounting Services Section

120 West Michigan Avenue
Lansing, MI 48933
Phone: (517) 483-4808
Fax: (517) 377-0166



Robert Backus, Chief

TO: Stephanie Robinson
FROM: Robert Backus, Chief of Police
SUBJECT: Sole Source – All City Management Services
DATE: August 14, 2024

The Lansing Police Department requests the granting of a sole source status to All City Management Services for the staffing, training, and management of the City of Lansing's School Crossing Guard program. All City Management Services (hereafter referred to as ACMS) is the only company that exclusively provides private crossing guard services in partnership with law enforcement.

Current law reads as follows:

257.613c School crossing guard; responsibility of local law enforcement agency; instruction required; approval and conduct of courses.

Sec. 613c.

(1) School crossing guards shall be the responsibility of the local law enforcement agency having immediate jurisdiction of the crossing.

(2) A person shall receive a minimum of 4 hours instruction before performing the duties of a school crossing guard. Two hours of additional instruction shall be given annually to a school crossing guard before the beginning of each school year. The courses of instruction shall be approved by the department of education and the department of state police and conducted by the local law enforcement agency having jurisdiction or its designee.

History: Add. 1978, Act 227, Imd. Eff. June 14, 1978

The ACMS proposal is the most efficient solution for management of the Lansing school district's school crossing zones. ACMS will provide all recruiting, staffing, background vetting, training, equipment, insurance, inspections, supervision, and management of the City of Lansing Crossing Guard Program.

"Capitol City's Finest"



Andy Schor, Mayor

LANSING POLICE DEPARTMENT
Accounting Services Section

120 West Michigan Avenue
Lansing, MI 48933
Phone: (517) 483-4808
Fax: (517) 377-0166



Robert Backus, Chief

The proposal is for a one-year contract at the rate of \$28.24 per hour, per crossing guard. Pricing is based on a minimum of 33 crossing sites for 180 days based on a projected (11,880) hours of service. The total contract amount is not to exceed \$341,431.20.

Thank you for your assistance with this matter.

A blue ink signature of Robert Backus, Chief of Police, is written over a horizontal line.

Robert Backus, Chief of Police

"Capitol City's Finest"



CITY OF LANSING
124 W. Michigan Ave
Lansing, MI 48933
(517) 483-4128

TO: ALL CITY MANAGEMENT SERVICES
PO BOX 847436
LOS ANGELES, CA 90084-7436

(800) 540-9290

PURCHASE ORDER

P.O. NUMBER	P090967
DATE	09/08/2024
VENDOR I.D.	V009201
FOB	None
REQUISITION NO	PR020417

OUR PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, PACKING LIST AND CORRESPONDENCE

DELIVER ITEMS TO:

LPD - CENTRAL SERVICES
120 W MICHIGAN AVE
1ST FLOOR
ATTN CHERYL RUPPRECHT

SEND INVOICE TO:

LPD - CENTRAL SERVICES
120 W MICHIGAN AVE
4TH FLOOR
LANSING 48933-1603

Item No.	QTY	Description	Unit Price	Extended Price
1	341,431.20	CONTRACTUAL SERVICES 101-343221-801000 \$341,431.20	\$1.00	\$341,431.20
			Total:	\$341,431.20

THE ARTICLES SPECIFIED ARE SUBJECT TO THE FOLLOWING CONDITIONS:

1. Goods other than those specified on this order must not be substituted or prices changed without authorization.
2. If the quantity shipped is short of the purchase order quantity, specify on the packing slip if that quantity is on back order or cancelled.

Federal Tax ID: 38-6004628

Date
Printed: 09/11/2024

AUTHORIZED SIGNATURE

Desiree A. Kelleand



Andy Schor, Mayor

PUBLIC SERVICE DEPARTMENT

Wastewater Division
1625 Sunset Avenue
Lansing, Michigan 48917
(517) 483-4404
<http://publicservice.cityoflansingmi.com/pubwater/>

September 19, 2024

Mr. Chris Swope
City Clerk
City Hall
Lansing, Michigan

RE: Board of Public Service: Budget Priorities Resolution for FY 2025/26

Dear Mr. Swope:

The attached resolution was adopted at the Board of Public Service meeting held September 12, 2024.

Please place it on the Council Agenda.

Please let me know if you have any questions.

Respectfully submitted,

Janette Tate
Recording Secretary

Attachment

LANSING BOARD OF PUBLIC SERVICE BUDGET PRIORITIES RESOLUTION

SEPTEMBER 12, 2024

RESOLVED, recognizing the financial challenges facing the City of Lansing (“City”) and its Public Service Department (“Department”), including the Department’s obligations to comply with numerous mandates (including unfunded mandates) the Lansing Board of Public Service supports the efforts of the Department.

RESOLVED, the Board of Public Service supports and recommends the following budget priorities to the Lansing City Council for consideration with Council's Budget Policies and Priorities for the Fiscal Year July 1, 2025–June 30, 2026:

1. Increase general fund support for the City's Street System Asset Management Plan, prioritizing the reconstruction and preservation of neighborhood streets, particularly in historically underserved areas. We also encourage the Department to explore and implement traffic calming measures and public safety policies, and innovative methods to extend the lifespan of existing streets;
2. Increase funding for sidewalk repair, right-of-way maintenance and improvements, with a priority on underserved areas. Ensure that all efforts prioritize safety for Lansing residents and visitors and comply with or exceed the requirements of the Americans with Disabilities Act;
3. Expand funding mechanisms to update and improve the city vehicle fleet. Additionally, explore cost-saving strategies such as renting specialized vehicles or equipment as needed, increasing the use of pool vehicles, and reimbursing employees for using their personal vehicles instead of providing city-owned vehicles;
4. Establish Lansing as a leader in water quality by prioritizing the elimination of combined sewer overflows, preventing sanitary sewer overflows, and implementing plant improvements to reduce operating costs. Focus on PFAS regulation, testing, and monitoring enforcement. This includes maintaining and increasing funding for education and training, and collaborating with federal, state, county, and local governments, as well as relevant non-governmental organization;
5. Develop and implement a solid waste plan for the City that enhances efficiency, reduces costs, and minimizes overall waste generation. The plan should focus on maximizing waste diversion from landfills through increased recycling, and composting;
6. Implement the energy audit recommendations as feasible to maximize efficiency and reduce the costs of maintaining City facilities. Adopt a cost recovery model where departments cover the full costs of the facilities they use, while also working to reduce the City of Lansing's carbon footprint;

RESOLVED, that any savings generated by the Department through improved efficiencies in service delivery and other areas should be retained within the Public Service Department.



Lansing Police Department
Supplemental Off-Duty
Employment Request Form

☐ Renewal
☒ Reg. Off-Duty Employment
Date: 9/12/24

SEP13'24 11AMCLERK

Employee Requesting Approval: Nick Hyslett Badge No: 309
Current Duty Assignment: Detention Sergeant
Hours: Days Division: Detention

SUPPLEMENTAL EMPLOYMENT INFORMATION

Name of Employer: Jackson National
Type of Business: Insurance / Retirement Annuity Company
Business Address: 1 Corporate Way Lansing MI 48951
Owner or Manager's Name: Greg Hyliss Telephone No: 517-230-3103
Location of Employment: Lansing / Nashville TN
Description of Work Duties: Training event in Nashville and evaluation
Work Schedule: Oct 11th to Oct 17 -
Number of Hours Per Week: 40+ Duration of Employment: 6 days -

Does this employment require any security or law enforcement responsibility including the enforcement of any state or local law or the exercise of any police power on behalf of the employer? ☐ Yes ☒ No This is a training event only

I understand that in cases of supplemental employment, the only liability insurance coverage or workers compensation coverage available would be that which may be supplied by the supplemental employer. Insurance procured by the City of Lansing and other benefits are not applicable.

I understand that in cases of private security supplemental employment, the only liability insurance coverage or workers compensation coverage available would be that which is supplied by the supplemental employer. While an indemnification agreement and certificate of insurance is a prerequisite, these forms do not constitute a guarantee by the City or the Police Department that insurance exists, is adequate, or has not been canceled without notice to the Police Department or employee. Insurance procured by the City of Lansing and other benefits are not applicable.

Employee Signature

Before any supplemental employment begins, this form must be filled out, signed, and approved by the Chief of Police or the Chief's Designee. Approval may be revoked at any time by the Chief of Police.

Captains Recommendation Date: 9/12/24 Initials: MK ☒ Approved ☐ Disapproved

Captain's Comments: Training only - position to begin after retirement

Date: 9-12-24 ☒ Approved ☐ Disapproved

Ellery Sosebee, Chief of Police

Robert Backus
Copy of form sent to employee on 9/12/24



CITY OF LANSING
AFFIDAVIT OF DISCLOSURE

TO: CITY CLERK

DATE: 9/12/24

I. Nick Haglert
Name (please print)

make the following disclosure under oath:

PLEASE CHECK THE BOX AND FILL IN THE APPROPRIATE BLANKS FOR EACH OF THE FOLLOWING ITEMS

Yes No

1. ☒ ☐ I am an ☐ elected or ☐ appointed ☒ officer or ☐ employee of the City of Lansing holding the position of Sergeant in the Police Department.

☐ ☐ I am an immediate family member related to an elected or appointed officer or employee of the City of Lansing named _____, holding the position of _____ in the _____ Department

☐ ☐ I am a Business Associate of an elected or appointed officer or employee of the City of Lansing named _____ holding the position of _____ in the _____ Department.

2. ☐ ☒ I may derive income or benefit directly or indirectly from the bidding of, negotiation of, solicitation of or entry into a contract with the City or from any City action detailed below. (Charter 5-505.1)

☐ ☐ I may have a conflict between a personal interest and the public interest, the nature of which is disclosed below. (Charter 5-505.2)
[Chapter 290.04(I) of the Code of Ordinances]

☐ ☐ I may have a financial interest in a matter proposed to be acted upon by the City of Lansing as described below. [Chapter 290.04(I) of the Code of Ordinances]

☐ ☐ I make this disclosure because of a possible appearance that I may be in violation of or in conflict with the City of Lansing Ethics Ordinance as provided for in the Code of Ordinances and in the City Charter.

3. My City of Lansing position is:

☒ Full-time ☐ Part-time (less than 25 hours/wk) ☐ Unpaid

4. Name of the activity/business in question: Jackson National

5. Do you have ownership or interest in the activity/business? Yes _____ No X

Updated Feb 2022

6. Does this activity/business conduct business with the City of Lansing? Yes _____ No X
If yes, please explain: _____

7. Does the activity/business depend on you being an employee of the City of Lansing?
Yes _____ No X
If yes, please explain: _____

8. Who are the clients/customers of the activity/business?
Insurance / Retirement Annuity Company

9. Does this activity/business require your using equipment/facilities of the City of Lansing?
Yes _____ No X
If yes, please explain: _____

10. Does the activity/business use any advertisements or circulars that reference your employment with the City of Lansing? Yes _____ No X
If yes, please attach copies.

11. Explain what you will be doing in the activity/business:

I will be attending a training event which is employed by Lansing. I will become a full time Jackson Employee upon retirement.

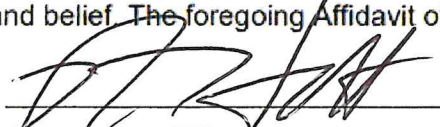
12. Explain why you believe a conflict may/may not exist with this activity/business:

There will be no employment outside of training

13. Is there any additional information that you believe would assist the Board of Ethics in its review of your business or personal activities for potential conflicts of interest? Yes _____ No X
If so, please describe:

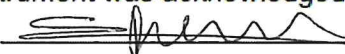
In providing this additional information, the Board of Ethics asks that you give special attention to the Conflicts of Interest section of the Charter found at 5-505.1 – 5-505.3. A copy is enclosed for your convenience.

I hereby certify that this disclosure is complete and accurate to the best of my knowledge, information and belief. The foregoing Affidavit of Disclosure was executed on this 12 day of September, 2024.



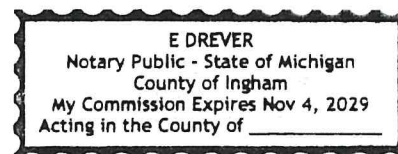
Signature of Filer

STATE OF MICHIGAN)
)ss.
COUNTY OF Ingham)

The foregoing instrument was acknowledged before me this 12 day of September,
2024 (year), by  (Notary Signature)

E Drever (Print Name)

Notary Public, Ingham County,
Acting in u County,
My Commission Expires: Nov 4 2029



You will not be called to speak unless all required blanks on this form are completed.



Public Comment on City Government Matters Registration

*The City of Lansing welcomes and encourages public comment relating to City Government Related Matters. In order to facilitate public input, you **MUST** complete this card and submit it to the City Clerk or City Clerk Staff prior the close of registration as announced by the City Clerk.*

Each member of the public who has registered to speak will have up to a total of three minutes to address Council on City Government Related Matters that concern them. A **City Government Related Matter** is an issue or topic relevant to the operation or governance of the City.*

Topic(s) to be addressed misc

Name (print) Londa Stanaway E-Mail (optional) _____

Address (street, city, zip) suburban

Company or organization represented, etc. (if applicable) _____

Signature [Signature] Pronouns _____

- Public speakers will be called by the City Clerk. When the City Clerk recognizes you, please proceed to the speaker's podium and speak directly and clearly into the microphone. Do not touch the microphone.
- Direct your comments to the Council President.
- No speaker called upon to speak shall by speech or conduct disturb, disrupt, delay, interfere with, or otherwise impede the orderly conduct of the Council meeting.
- No personal attacks or defamatory remarks towards any person will be permitted.
- Questions raised during public comment may or may not be answered by the President, another Council Member, the Mayor, or member of the City Staff during the meeting.
- Time limit to address the council on legislative matters is **3 Minutes***.
- Spokespersons for a group or shared viewpoint are encouraged; however, a speaker's time limit may not be increased through assignment of someone else's time or opportunity to speak.
- No registrations will be accepted after the deadline as announced by the City Clerk.
- If you wish to submit written materials, please provide them to the City Clerk or City Clerk staff along with this form.
- The City Council conducts its open meetings in an orderly manner in accordance with the Open Meetings Act. Council meetings will not be conducted as interactive forums or "town meetings."

Thank you for your involvement and interest in our City,
Chris Swope, Lansing City Clerk, MiPMC / MMC

* *The Presiding Officer may reduce the amount of time for each speaker if he or she determines that the number of registered speakers is so numerous that the meeting cannot be timely concluded without a reduction in the time allocated for each speaker.*

Persons with disabilities who need an accommodation to fully participate in this meeting should contact the City Clerk's Office at (517) 483-4131 (TDD (517) 483-4479). 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.

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Topic(s) to be addressed Taxes

Name (print) Kyle Darnell Jones E-Mail (optional) mario_0395@yahoo.com

Address (street, city, zip) 4010 Thackin Dr Lansing, MI, 48921

Company or organization represented, etc. (if applicable) _____

Signature Kyle Jones Pronouns He/Him

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Topic(s) to be addressed BWL

Name (print) Linda Applying E-Mail (optional) _____

Address (street, city, zip) Lansing, MI / Easton Co

Company or organization represented, etc. (if applicable) _____

Signature Linda Applying Pronouns _____

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Topic(s) to be addressed Jody Washington

Name (print) _____ E-Mail (optional) _____

Address (street, city, zip) _____

Company or organization represented, etc. (if applicable) _____

Signature _____ Pronouns _____

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Topic(s) to be addressed Debate in Council

Name (print) David Ellis E-Mail (optional) _____

Address (street, city, zip) 323 N Walnut Lansing MI

Company or organization represented, etc. (if applicable) _____

Signature David Ellis Pronouns _____

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