

Regular Meeting of the Mt. Pleasant City Commission
Monday, August 14, 2023
7:00 p.m.

AGENDA

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

LAND ACKNOWLEDGEMENT STATEMENT:

ROLL CALL:

PROCLAMATIONS AND PRESENTATIONS:

ADDITIONS/ DELETIONS TO AGENDA:

PUBLIC INPUT ON AGENDA ITEMS:

RECEIPT OF PETITIONS AND COMMUNICATIONS:

1. Monthly report on police related citizen complaints received.
2. Minutes of the Traffic Control Committee (May).
3. Minutes of the Parks and Recreation Commission (June).
4. Minutes of the Planning Commission (July).
5. Communication from resident James Wilmot regarding Mosher Street.
6. Notice of Temporary Traffic Control Order #5-2023.

CONSENT ITEMS:

7. Approval of the minutes from the regular meeting held July 24, 2023.
8. Approval of the minutes from the closed session held July 24, 2023.
9. Consider approval of Payrolls and Warrants.

PUBLIC HEARINGS:

10. Public hearing on an ordinance to amend City Code regarding International Property Maintenance Code (IPMC) and consider approval on the same.

NEW BUSINESS:

11. Consider appointment of a voting delegate and alternate for the Michigan Municipal League (MML).

All interested persons may attend and participate. Persons with disabilities who need assistance to participate may call the Human Resources Office at 989-779-5313. A 48-Hour advance notice is necessary for accommodation. Hearing or speech impaired individuals may contact the City via the Michigan Relay Service by dialing 7-1-1.

City Commission Agenda

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12. Consider approval of Michigan Department of Labor & Economic Opportunity resolution approving the submittal of a grant application for the replacement of the Island Park South/Farmers' Market Pavilion.
13. Consider PILOT proposal at 410 Mill Street and 200 Walnut Street from Spire Development.

ANNOUNCEMENTS ON CITY-RELATED ISSUES AND NEW BUSINESS:

PUBLIC COMMENT ON AGENDA AND NON-AGENDA ITEMS:

RECESS:

WORK SESSION:

CLOSED SESSION:

ADJOURNMENT:

All interested persons may attend and participate. Persons with disabilities who need assistance to participate may call the Human Resources Office at 989-779-5313. A 48-Hour advance notice is necessary for accommodation. Hearing or speech impaired individuals may contact the City via the Michigan Relay Service by dialing 7-1-1.

TO: MAYOR AND CITY COMMISSION AUGUST 14, 2023
FROM: AARON DESENTZ, CITY MANAGER
SUBJECT: CITY MANAGER REPORT ON AGENDA ITEMS

Proclamations and Presentations:

Receipt of Petitions and Communications:

6. Notice of Temporary Traffic Control Order #5-2023
 - a. TCO #5-2023 will remove a 15-minute parking sign at 121 S. Kinney that is no longer required.

Consent Items:

Public Hearings:

10. Public hearing on an ordinance to amend City Code regarding International Property Maintenance Code (IPMC) and consider approval on the same.
 - a. The City Commission had discussed the adoption of the International Property Maintenance Code (IPMC) through an ordinance at several meetings and has set a public hearing to solicit feedback on the proposed ordinance. The proposed ordinance will adopt the IPMC which sets standards for the city's minimum building condition requirements. After the public hearing, the City Commission is asked to consider adoption of the ordinance.
 - i. Recommended Action: After holding the public hearing the City Commission is asked for a motion to adopt the proposed ordinance.

New Business:

11. Consider appointment of a voting delegate and alternate for the Michigan Municipal League (MML).
 - a. As a member community of the MML, the City of Mount Pleasant can vote on activities undertaken by the MML. This includes the election of the Board of Directors which takes place at the annual conference. This year's annual conference is held in Traverse City October 18th – 20th. Mayor Perschbacher and Vice Mayor Alsager are attending the conference this year. Therefore, it is proposed that Mayor Perschbacher be appointed as the voting delegate with Vice Mayor Alsager being appointed as the alternate.
 - i. Recommended Action: A motion to appoint Mayor Perschbacher as the MML voting delegate and Vice Mayor Alsager as the alternate delegate.
12. Consider approval of Michigan Department of Labor & Economic Opportunity resolution approving the submittal of a grant application for the replacement of the Island Park South/Farmers' Market Pavilion.
 - a. City staff intends to submit a grant for the replacement of the Island Park South/Farmers Market Pavilion. The grant request is \$2.5 million and will include a larger pavilion that can function as an event center or be rented for private events. The pavilion will also feature an ice-skating rink. Director of Parks and Recreation Phil Biscorner will be at the next City Commission meeting to provide an overview of the proposed project and answer any questions that the City Commission may have.

- i. Recommended Action: A motion to approve the MI-LEO Michigan Community Center Grant resolution as presented and direct staff to sign all grant documentation as necessary.

13. Consider PILOT proposal at 410 Mill Street and 200 Walnut Street from Spire Development.

- a. At the last regular meeting of the City Commission, Spire Development presented their proposed development as part of the City's request for proposals (RFP) for affordable housing PILOT projects. The City Commission is now asked to provide staff guidance on if the proposal should move forward for final approval. If so, the City Commission (using the scoring matrix included in your packet) should rank the project and provide staff direction on the proposed PILOT rate and service fee. Below are several items for consideration:

PILOT rate: The proposed rate from Spire is a 4% payment of gross rents generated from the proposal. The PILOT policy states that the PILOT rate shall be set between 4 and 6 percent and supplemented by a municipal services fee which will typically be around 3 percent but may vary based on specific recommendations of City departments." Keep in mind that the PILOT rate is revenue shared by all taxing agencies that levy property taxes while the municipal services fee is kept by the City. Therefore, the City Commission should consider requiring the developer to meet the standards in the policy. A minimum rate of 4% PILOT and 3% municipal services fee would then be established. The policy also states: "The specific PILOT rate and municipal services fee shall be established on a case-by-case basis and negotiated between the City and the developer." Ultimate discretion is afforded to the City Commission. For consideration, a list of current PILOT projects within the City and their respective rates has been included in your City Commission packet (see PILOT summary documents).

PILOT rate vs. Taxable rate: By design the revenue from a PILOT development will be lower than one under the normal property tax structure. The justification being that the offset between this and other State tax incentives allows the developer to offer low-cost rent to customers. Staff anticipates the taxable value of the proposed development to be between \$2.6 million and \$5.1 million depending on final construction condition. This development would bring in an estimated \$43,000 to \$84,000 in City taxes only (between \$163,000 to \$316,000 in total taxes to be shared). The proposed 4% PILOT rate if captured by the City will be \$13,700 annually. Currently, the two parcels capture \$2,300 in revenue for the City in their current state.

MTT cases: It is worth noting that the City is currently involved in several cases with the Michigan Tax Tribunal (MTT) regarding several apartment buildings. The owners of those apartments are arguing that due to a decline in student population, the income driven from these rentals is lower than it previously was and thus the taxable value should be lowered as well. There are two (2) tracts of thought related to this point. The first is that this demonstrates an abundance of rental units within the City limits. Counter to this thought is the segmentation of differing markets. One could argue that people seeking housing through a development such as Spire is not the same market that existing apartment units would cater to.

Capacity for low-income housing: One measurement for the capacity for affordable housing is the current availability of low-income housing units in the area. The Housing Commission currently has a waiting list at their properties. Staff contacted six (6) properties that accept government-provided housing vouchers. Two (2) of the facilities have vacancies and the other four (4) reported having a

waiting list. Of note is that some of these vacancies are related to customer preferences/needs such as requirements that the customer have a first-floor unit as they may be unable to use the stairs.

In November of last year, the Housing Commission reported that 235 housing voucher holders were placed on waiting lists in the area. The Saginaw Chippewa Indian Tribe (SCIT) has a voucher program. They reported that most of those vouchers are filled and that only a small number of unfilled vouchers exist. Those holders are larger families that require 4+ bedroom units which the current market has little available.

The economics of the Tribal voucher program considers several varied factors as considerations for assistance that people receive. The voucher system through MSHDA seeks to align the cost of housing (rent plus utilities) as a percentage of an individual's income which the program seeks to cap at 40%. An example provided by the Housing Commission is a family of four with an annual income of \$20,047 (one parent working full time at minimum wage). A three (3) bedroom unit for this family at fair market rate (FMR) is \$1,084. Currently the availability of these units at places that accept voucher programs is limited (see above notes on capacity for low-income housing). Other facilities that do not accept vouchers rent for \$770-\$900 per month which is outside of the 40% of income cap and represents 46% to 53% of income in that same scenario.

Moving forward: The City Commission has several options:

- A motion to approve the PILOT as proposed
- A motion to approve the PILOT with modifications such as PILOT rate
- A motion to deny the PILOT

If approved, staff would contact the developer and inform them of the initial approval. The staff will then need to work with our legal team to develop an ordinance which governs the PILOT and authorizes the agreement with the developer. This would take place over the next two months. If denied, the developer would be informed of the denial.

- i. **Recommended Action:** The City Commission should discuss the proposed PILOT development and provide staff with a motion as to whether the project is approved and if so, what the PILOT rate and associated service fee will be.

Work Session:

Closed Session:

Traffic Control Committee Agenda

Monday, May 22, 2023 at 3:00 p.m. – Microsoft Teams

(Rescheduled from 5/25)

Present: Stacie Tewari, Jason Moore, Matt Weaver, Manuela Powidayko, Michelle Sponseller, Mike Williams

- Approve minutes of March 23 meeting
 - Approved no comments
- Consider shifting the “No Parking Here to Corner” sign on Preston Street east of Sweeney further east for sight
 - “No Parking Here to Corner” existing sign to be shifted 20’ to the east to provide more sight distance when turning from Sweeney. No TCO needed as this is an existing sign. Stacie to submit work order for streets.
- Consider request for “No Left Turn, 7-9AM and 4-7PM” on Fairfield at Mission near Rally’s and PNC Bank
 - No action or signs to be added at this time.
 - Discussed left turns onto Mission Street during peak times are challenging at many locations and driveways. This item to be reviewed along with the overall corridor plan for Mission Street.
 - TCC to revisit “Michigan Lefts” option on Mission Street as part of corridor planning.
- Consider request for “School Loading Zone, 15 Minute Parking Only, Mon – Fri 7AM – 6PM” signage in front of the five westernmost parking spaces on East Maple on the south side of Mid-Mitten Montessori
 - The TCC voted to sign the two angled spaces nearest to Arnold Street on the north side of Maple in public right-of-way in front of 701 E. Maple as 15 minute parking between 7:30 am-5:30 pm M-F. Stacie to prepare TCO and contact businesses in the area.

All future TCC meetings will be held on Microsoft Teams
Next meeting scheduled for July 27, 2023

APPROVED MINUTES

Mt. Pleasant Parks and Recreation Commission

Tuesday, June 27, 2023

City Hall Chambers

6:00 p.m.

CALL TO ORDER – 6:00 p.m.

PLEDGE OF ALLEGIANCE

ATTENDANCE/DECLARATION OF QUORUM

- A. Commission Members Present: LaLonde, Little, Mitchell, Sponseller
- B. Commission Members Absent: Batcheller
- C. Parks and Recreation Staff: Biscorner, Way

APPROVAL OF AGENDA/MINUTES & COMMISSION BUSINESS

- A. Changes/Approval of Agenda – motion by LaLonde, second by Sponseller to approve the agenda as presented. All Ayes.
- B. Approval of Minutes – motion by LaLonde, second by Mitchell to approve the minutes from the Special Meeting Tuesday, May 9, 2023. All Ayes.

PUBLIC COMMENTS – None

DEPARTMENT REPORTS

- A. Parks & Recreation – Director Biscorner reported on the following:
 - Parks Maintenance Plan – should receive a rough draft from consultant by next week.
 - Recreation Needs Assessment – last one done was in 2012; this survey will focus strictly on programming. A consultant will be hired for the survey and assessment report, and is approved in the 2023 budget. Once the assessment is complete, and based on the needs outlined, the City will look at filling the empty position, vacated by Ryan Longoria, in 2024.
 - M20 Pedestrian Bridge Replacement – signing agreement with contractor; project to be completed by June 2024.
 - GKB North Trail Loop – City has been conditionally approved for a \$400,000 TAP Grant. Waiting on MDOT for project timeline.
 - Mill Pond Dam Structure – consultant inspected dam & riverbanks, with the recommendation to leave current structure in place, and with proper maintenance and riverbank protection the City should get 50+ years from this dam.
 - Horizon Park Pickleball courts – work has commenced on the conversion of the tennis courts to pickleball courts.
 - Community Garden at Horizon Park is finished with all 15 plots rented.
 - Beat the Heat programming underway (formerly Thrilling Thursdays), Wednesdays through August 9.

OLD/NEW BUSINESS

- A. Donation request Pickleball Club – Club has asked City parks for \$1,000 towards wind slats to reduce airflow in fencing. After discussion, motion by Mitchell, second by LaLonde to deny request. All Ayes.
- B. Request from FODP for play equipment at Hannah’s Bark Park – FODP purchased doggie play equipment for the bark park and is seeking approval to install (to be done by Parks staff). Motion by LaLonde, second by Mitchell to approve installation of play equipment at Hannah’s Bark Park. All Ayes.

OTHER BUSINESS/COMMISSIONER COMMENTS

Comm. LaLonde commented that her out-of-town friend was very impressed by our park trail system.

Director Biscorner commented that wayfinding for the GKB Trail is in the 2025 C.I.P.

City's new website is up and running, and there are several work in progress areas.

ADJOURNMENT – 6:40 p.m.

**Mt. Pleasant Planning Commission
Minutes of the Regular Meeting
July 6, 2023**

- I.** Chair Hoenig called the meeting to order at 7:00 p.m.

Present: Devenney, Friedrich, Haveles, Hoenig, Kingsworthy, Liesch, Ortman
Absent: Irwin, Nicholas

Staff: Manuela Powidayko, Laura Delamater, Aaron Desentz

- II. Approval of the Agenda:**

Motion by Friedrich, support by Haveles to approve the agenda.

Motion approved unanimously.

- III. Approval of the Minutes:**

A. June 1, 2023 Regular Meeting

Motion by Ortman support by Liesch to approve the minutes from the June 1, 2023 regular meeting as presented.

Motion approved unanimously.

B. June 1, 2023 Work Session Meeting

Motion by Haveles, support by Friedrich to approve the minutes from the June 1, 2023 work session meeting as presented.

Motion approved unanimously.

- IV. Zoning Board of Appeals report for June:**

Commissioner Friedrich reported that the Zoning Board of Appeals did not meet in June.

- V. Communications:**

Powidayko reported that there were no communications.

- VI. Public Hearings:**

A. SUP-23-09 – 1711 S. Mission – JCB Entertainment, LLC – Request for Special Use Permit for a bar, axe throwing business and catering services.

Powidayko introduced SUP-23-09, a request for Special Use Permit for a bar, axe throwing business and catering services.

Powidayko reviewed the current and prior uses of the property. Powidayko provided an overview of the property including current zoning, future, current and prior land use. Powidayko reviewed photos showing current conditions of the property.

Powidayko reviewed Special Use Conditions regarding Bars, Nightclubs or Taverns.

Powidayko reviewed the floor plan and proposed hours.

Powidayko closed her presentation with recommendation to approve SUP-23-09 subject to conditions.

Discussion took place.

Julia Becker, owner of JCB Entertainment, LLC was on hand via the Zoom platform to address the board and answer questions.

Discussion took place.

Chair Hoenig opened the public comment.

Powidayko noted that there were no other public comments submitted via zoom or electronically.

There being no one else who wished to speak, public comment was closed.

Discussion took place.

Motion by Friedrich, support by Liesch to approve SUP-23-09 subject to the following conditions:

1. The applicant shall comply with the Michigan Food Law, Act 92 of 2000 and maintain compliance with all applicable statutes and rules for bars at all times.
2. The applicant shall comply with the requirements of Public Works, Public Safety and Building Safety.

Discussion took place.

Ayes: Devenney, Friedrich, Haveles, Hoenig, Kingsworthy, Liesch, Ortman

Nays: None

Motion approved unanimously.

B. SUP-23-10 & SPR-23-15 – 1322 E. Pickard – EAC Industries, LLC – Request for Special Use Permit and Site Plan Review for an Adult-Use Marihuana Retail Establishment.

Powidayko introduced SUP-23-10 & SPR-23-15 – 1322 E. Pickard, a request for Special Use Permit & Site Plan Review for an Adult-Use Marihuana Retail Establishment.

Powidayko reviewed the current and prior uses of the property. Powidayko provided an overview of the property including current zoning, future, current and prior land use. Powidayko reviewed photos showing current conditions of the property.

Powidayko reviewed Special Use Conditions regarding Adult-Use Marihuana Retail Establishments.

Powidayko reviewed the site plan and proposed hours of operations.

Powidayko closed her presentation with recommendation to approve SUP-23-10 & SPR-23-15 subject to conditions.

Discussion took place.

Jackie Langwith, Griffin Cole, Bruce Kello, John Gumma and Marlowe Sattam were all on hand via the Zoom platform to address the board and answer questions.

Discussion took place.

Chair Hoenig opened the public comment.

Powidayko noted that there were no public comments submitted via zoom or electronically. There being no one else who wished to speak, public comment was closed.

Discussion took place.

Motion by Haveles support by Devenney to approve SUP-23-10 & SPR-23-15 subject to the following conditions:

1. The applicant must obtain the adult-use retailer state license and maintain compliance with all applicable state statutes and rules at all times.

2. The applicant shall:
 - a. Ensure that the landscaping buffer along East Pickard Street complies with Streetscreen requirements in CD-4 Districts, as set forth in Table 154.405.A.
 - b. Ensure that the proposed enclosed dumpster complies with Section 154.411.C., which requires solid waste receptacles for both trash and recycling.
3. The county's mechanical inspector shall approve the building's air handling system and finds it in compliance with Section 154.410.B.4(b)(vii).
4. The applicant shall comply with the requirements of Public Works, Public Safety and Building Safety.

Discussion took place.

Ayes: Devenney, Friedrich, Haveles, Hoenig, Kingsworthy, Liesch, Ortman
Nays: None

Motion approved unanimously.

C. SUP-23-11 – 1023 S. Main – The Michigan Zeta Chapter of Phi Delta Theta Fraternity - Request for a Special Use Permit for a Registered Student Organization.

Powidayko introduced SUP-23-11 – 1023 S. Main with request for a Special Use Permit for a Registered Student Organization.

Powidayko reviewed the current and prior uses of the property. Powidayko provided an overview of the property including current zoning, future, current and prior land use. Powidayko reviewed photos showing current conditions of the property.

Powidayko reviewed Special Use Conditions regarding a Registered Student Organization.

Powidayko closed her presentation with recommendation to approve SUP-23-11.

Discussion took place.

Chair Hoenig invited the applicant to speak.

Nolan Kamoo, President of the Michigan Zeta Chapter of Phi Delta Theta Fraternity was on hand to address the board and answer questions.

Discussion took place.

Chair Hoenig opened the public comment.

Powidayko noted that there were no public comments submitted via zoom or electronically. There being no one else who wished to speak, public comment was closed.

Discussion took place.

Motion by Liesch, support by Haveles to approve SUP-23-11.

Ayes: Devenney, Friedrich, Haveles, Hoenig, Kingsworthy, Liesch, Ortman
Nays: None

Motion was approved unanimously.

VII. Public Comments:

Chair Hoenig opened the public comment. Powidayko noted that there were no public comments submitted via zoom or electronically. There being no one who wished to speak, public comment was closed.

VIII. Site Plan Reviews:

A. None

IX. Unfinished Business:

A. None

X. New Business:

A. None

XI. Other:

A. Staff report.

Powidayko reviewed the Development Parcel Plan that staff had approved in June.

XII. Adjournment:

Motion by Devenney, support by Haveles to adjourn to Work Session.

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Motion approved unanimously.

Meeting adjourned at 7:45 p.m.

lkd

**Mt. Pleasant Planning Commission
Minutes of the Work Session Meeting
July 6, 2023**

- I.** Hoenig called the meeting to order at 7:45 p.m.

Present: Devenney, Friedrich, Haveles, Hoenig, Kingsworthy, Liesch, Ortman
Absent: Irwin, Nicholas

Staff: Manuela Powidayko, Laura Delamater, Aaron Desentz

II. 2023 Updated Work Schedule:

Powidayko provided an overview of the amended 2023 Work Session Schedule explaining a couple of changes as to the way the work sessions will work. The new schedule will package text amendments into two sessions with Public Hearings being held in the fall.

Discussion took place.

It was the general consensus to proceed with the updated schedule.

III. Institutional Uses (update)

Powidayko reminded the Commission that in June the topic of Institutional Uses was introduced. Three main components were discussed in June; Homeless Shelters, Adult day Care Centers and Detoxification Facilities. The Commission had asked to bring further information regarding Homeless Shelters precedents. Powidayko provided a couple of examples from other communities.

Discussion took place. The Commission requested staff to revise the proposed definition, density limitations and considerations regarding the potential impact on existing shelters.

It was general consensus to bring forward draft language reflecting the discussion.

IV. Applications requiring Planning Commission approval

Powidayko presented a list of Residential / Dwelling Uses that currently require a Special Use Permit to discuss the option of allowing them as-of-right and classified as Restrict Uses, which would subject such uses to specific requirements already adopted in the zoning ordinance, but would subject them to Staff approval.

The list included:

Access Dwelling Units (ADU's)

Duplexes

Multi-family Dwellings
Registered Student Organizations (RSO's)
Bed & Breakfast Dwellings

Rooming Dwellings
Short-term Rentals
Housing for Specific Populations.

Discussion took place.

It was general consensus that all the items listed could be handled at an administrative level. It was requested to have staff bring forward draft language.

V. Alterations/Enlargements of existing buildings

Powidayko presented the topic of existing buildings that are non-conforming, that want to make changes, but run into bringing the entire building into compliance with the current code. Powidayko provided some examples and discussed the possibility to making changes to the building as long as it is moving towards compliance and not creating more non-compliance. Powidayko discussed the demolition portion of the code and the time frame regarding associated with a non-forming use. Currently the time frame is one year.

Discussion took place.

It was the general consensus to not pursue a change to the time frame from one to two years, as suggested. However, the Commission asked staff to bring forward draft language with a couple of different options that would allow more flexibility to improve non-conforming lots and structures, including allowing small demolitions without triggering full compliance.

VI. Ratio of house versus garage at frontage

Powidayko presented the next topic regarding the size in ratio of the garage to the total width of the building.

Discussion took place.

It was general consensus that two-story homes could be exempted from such requirement. It was general consensus the leave the 50% requirement for single story homes. However, the Commission requested information on the statistics of undeveloped lots with less than 56 feet in the residential area only to be able to assess if there is a need to modify the 50% requirement for single-story buildings.

VII. Adjournment

Motion by Haveles, support by Deveney to adjourn.

Unanimously passed.

Meeting adjourned at 9:05 p.m.

lkd

July 25, 2023

Mt Pleasant Board of Commissioners

I am writing to express my concern over a decision I understand the Board of Commissioners recently made.

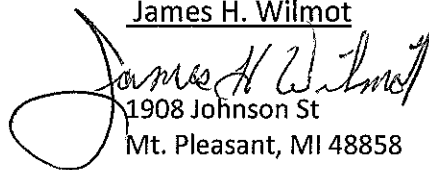
It is my understanding that the Board has voted in favor of a plan to close a part of Mosher Street, and to utilize that closed portion of Mosher Street as a part of the proposed park to be constructed on the site of the current parking lot at the intersection of Main and Broadway Streets.

I believe this is a very bad decision. The City of Mt. Pleasant recently spent a significant amount of money to construct a "round-about" at the corner of Main and Mosher Streets to provide an East/West bypass to Broadway Street, across downtown Mt. Pleasant.

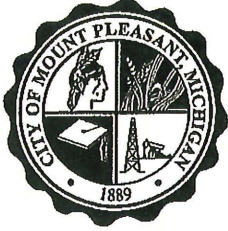
The Board now plans to eliminate the significant benefits of that investment by closing that Mosher Street bypass and to invest another significant amount of money to enlarge plans for a proposed park at that site.

I believe this is a very bad decision and a terrible waste of taxpayer's moneys.

James H. Wilmot



1908 Johnson St
Mt. Pleasant, MI 48858



City of Mt. Pleasant, Michigan Traffic Control Order

TRAFFIC CONTROL ORDER NO.

TCO 5-2023

Issued By: Atane Tewari
Traffic Engineer

Date: 7-27-23

Signs/work by: Bob Gant
Street Department

Date: 8-7-23

Filed/ Attested: _____
City Clerk

Date: _____

This Traffic Control Order shall be presented to the City Commission and may receive final approval not more than 90 days from the date the work was performed by the Street Department. It shall not be renewed or extended except upon action by the City Commission.

Content: Remove 15 minute parking sign at 121 S Kinney. New property owners do not want the sign. Sign was requested by a previous owner.

Minutes of the regular meeting of the City Commission held Monday, July 24, 2023, at 7:00 p.m. in the City Commission Room, 320 W. Broadway St., Mt. Pleasant, Michigan with virtual options.

Mayor Perschbacher called the meeting to order.

The Pledge of Allegiance was recited.

Land Acknowledgement statement was recited.

Commissioners Present: Mayor Amy Perschbacher, Vice Mayor Mary Alsager; Commissioners Brian Assmann, Liz Busch, Bryan Chapman, Maurene Eke & Boomer Wingard

Commissioners Absent: None

Others Present: City Manager Aaron Desentz and City Clerk Heather Bouck

Proclamations and Presentations

Presentation on energy efficiency by Community Services Department intern Mason Squilletts-Peterson.

City Manager Desentz gave a presentation on 2023 mid-year goals and objective progress.

Moved by Commissioner Eke and seconded by Commissioner Wingard to approve the agenda as presented. Motion unanimously adopted.

Public Input on Agenda Items

Amanda Brake, Mt. Pleasant Housing Commission's Section 8 Coordinator, thanked the Commission for extending consideration to a PILOT program. Currently there is a five (5) year wait for income-based housing.

Receipt of Petitions and Communications

Received the following petitions and communications:

3. Planning Commission June meeting minutes.
4. Second Quarter Investment Report.
5. Resignation of Aaron White from the Zoning Board of Appeals.

Moved by Commissioner Eke and seconded by Commissioner Wingard to approve the following items on the Consent Calendar:

6. Minutes of the regular meeting of the City Commission held July 10, 2023.
7. Three year contract renewal with Brown & Brown of Central MI, Inc. for insurance broker services that includes a rate increase of \$2500.00 each of the three years.
8. Buy-out of a Ford F-250 purchased through the Buy-Back Program with Krapohl Ford at a buy-out cost of \$4,800 and purchase a 2023 Ford Edge in the amount of \$38,000 for a total cost of \$42,800 for the Police Department.

9. Resolution in support of Michigan Arts & Culture Council 2024 Arts Project Mini-Grant-Paint the Pavement application as follows:

WHEREAS, the City of Mt. Pleasant working with community partners wishes to expand the Paint the Pavement public art project in downtown to help serve the community's arts for the fiscal year 2024, and;

WHEREAS, the proposed Paint the Pavement project is consistent with the goals and objectives of the City's current Master Plan, and;

WHEREAS the proposed 2024 Paint the Pavement project and grant application were discussed at a public meeting of the Mt. Pleasant City Commission held July 22, 2023 at 7:00 p.m. , and;

WHEREAS, The City of Mt. Pleasant has committed to providing \$1,000 in-kind funds toward the project cost from City staff for assistance in event planning, logistics, and road closures;

NOW THEREFORE, BE IT RESOLVED that the Mt. Pleasant City Commission hereby approves submittal of a 2024 Michigan Arts and Cultural Council grant application for the 2024 Paint the Pavement project.

10. Receive proposed Ordinance to adopt the 2021 International Property Maintenance Code (IPMC) and amend Title IX: GENERAL REGULATIONS; Chapter 96.

NUISANCES; Title XV: LAND USAGE, Chapter 150. *BUILDING REGULATIONS*, §150.30 Property Standards and Chapter 152. *HOUSING LICENSING CODE* of the Mt. Pleasant City Code to align with the new property maintenance standards and set public hearing on same for Monday, August 14, 2023 at 7:00 p.m.

11. Payrolls and Warrants dated July 10 & 13, 2023 all totaling \$338,629.28.

Motion unanimously adopted.

Held a public hearing on Application for Development District (DDA) License for JCB Entertainment (Valhalla Indoor Axe Throwing) at 1711 S. Mission St. There being no public comments or communications received, the Mayor closed the public hearing.

Moved by Commissioner Busch and seconded by Commissioner Wingard to adopt the following Resolution as presented.

WHEREAS, the City Commission has established a Development District (DDA) License Development District pursuant to Act 501 of Public Acts 2006 **436.1521a(1)(b)**, and;

WHEREAS, the City of Mt. Pleasant Mission/Pickard Downtown Development Authority (DDA) will realize considerable public and private investment within the next five years, and;

WHEREAS, the Mission/Pickard DDA was established under Public Act 197 of 1975 under appropriate statutory provision, and;

WHEREAS, the City of Mt. Pleasant shall provide the Michigan Liquor Control Commission a map clearly outlining the boundaries of the Development District (DDA) License Development District, and;

Whereas, the City Commission finds that JCB Entertainment, LLC (Valhalla Indoor Axe Throwing) meets the provisions of Public Act 501 of 2006, including:

- Is engaged in dining, entertainment or recreation and open to the general public;
- Have a seating capacity of at least 25 people;
- Investment of more than \$75,000 in the rehabilitation or restoration of the building where the license will be housed in the next five years;

WHEREAS, the City of Mt. Pleasant shall provide to the Michigan Liquor Control Commission an affidavit from the City Assessor, as certified by the City Clerk, stating the total amount of public and private investment in real and personal property with the selected portion of Mission/Pickard DDA district, which shall not be less than \$200,000 for each license requested, over the preceding time periods, and,

NOW BE IT THEREFORE RESOLVED, the City Commission hereby approves the request from JCB Entertainment, LLC (Valhalla Indoor Axe Throwing), "ABOVE ALL OTHERS" for a new Class C license under **436.1521a(1)(b)**, to be permitted at 1711 South Mission, Mt. Pleasant, Isabella County, Michigan

AYES: Commissioners Alsager, Assmann, Busch, Chapman, Eke, Perschbacher & Wingard

NAYS: None

ABSENT: None

Motion unanimously adopted.

Announcements on City-Related Issues and New Business

Commissioner Wingard provided an update and photo presentation on the Community Garden. He would like to see the opportunity to expand to other parks in the City.

Commissioner Eke announced the City and HRC peace event will take place September 23, 2023. More information to come. The event is open to all.

Public Comment on Agenda and Non-Agenda Items

Steve Swart, 312 W. Michigan, of MAC TV advised the Solar Townhall held at City Hall is available on YouTube for those interested in viewing the event.

The Commission recessed at 8:14 p.m. and went into work session at 8:21 p.m.

WORK SESSION – Discussion on Payment in lieu of Taxes (PILOT) programs.

Sean McMickle, Vice President of Development at Spire Development, Inc. presented their proposal for the Payment in lieu of Taxes (PILOT) program to the City Commission.

Moved by Commissioner Wingard and seconded by Commissioner Eke to conduct a closed session pursuant to subsection 8(c) of the Open Meetings Act to discuss the strategy and negotiation sessions connected with negotiation of a collective bargaining agreement.

AYES: Commissioners Alsager, Assmann, Busch, Chapman, Eke, Perschbacher & Wingard

NAYS: None

ABSENT: None

Motion carried.

The Commission went into Closed Session at 8:49 p.m. A separate set of minutes was taken for the Closed Session.

Moved by Commissioner Eke and seconded by Commissioner Wingard to adjourn the meeting at 9:19 p.m. Motion unanimously adopted.

Amy Perschbacher, Mayor

Heather Bouck, City Clerk

CHECK REGISTER FOR CITY OF MT PLEASANT
CHECK DATE FROM 07/14/2023 THRU 08/10/2023

Check Date	Vendor Name	Description	Amount
Bank COMM COMMON CASH			
07/17/2023	CITY TREASURER - UTILITIES	WATER/SEWER	\$9,638.75
07/26/2023	21ST CENTURY MEDIA - MICHIGAN	CONTRACT SVCS	625.00
07/26/2023	21ST CENTURY MEDIA - MICHIGAN	CONTRACT SVCS	561.73
07/27/2023	AARON DESENTZ	REIMBURSEMENT	124.99
07/26/2023	AGILE SAFETY	SUPPLIES	1,540.57
07/26/2023	AIRGAS USA, LLC	CONTRACT SVCS	68.38
07/26/2023	ALAN CLARK	FARMER MKT	103.95
07/26/2023	ALAN CULLEN	REFUND	70.00
07/26/2023	ALBAUGH EXCAVATING	REFUND	25.00
07/26/2023	ALL AMERICAN ENTERPRISES	UB REFUND	38.80
07/26/2023	ALMA TIRE SERVICE INC	SUPPLIES/VEHICLE MAINT	4,852.28
07/26/2023	AMERICAN LEGAL	CONTRACT SVCS	495.00
07/26/2023	ANDREW CURTISS	FARMER MKT	355.45
07/26/2023	ANDREW PATTERSON PLUMBING, INC	CONTRACT SVCS	3,400.00
07/26/2023	ANGEL REINSHUTTLE	FARMER MKT	67.00
07/26/2023	BERRY DUNN	CONTRACT SVCS	1,989.00
07/26/2023	BILL KEHOE	FARMER MKT	150.00
07/26/2023	BLOCK ELECTRIC COMPANY	CONTRACT SVCS	1,172.65
07/26/2023	BOUND TREE MEDICAL, LLC	SUPPLIES	675.46
07/26/2023	BRANDON CRAWFORD	REIMBURSEMENT	244.00
07/26/2023	BRANT INVESTMENTS	UB REFUND	31.41
07/26/2023	BRUCE JORCK	FARMER MKT	878.05
07/26/2023	BS&A SOFTWARE	CONTRACT SVCS	7,028.00
07/26/2023	BUSINESS CONNECTIONS, INC.	CONTRACT SVCS	102.80
07/26/2023	CAR WASH PARTNERS, INC.	SUPPLIES/VEHICLE MAINT	348.00
07/26/2023	CARMEUSE AMERICAS	CHEMICALS	13,439.38
07/26/2023	CDW GOVERNMENT, INC	SUPPLIES	930.97
07/26/2023	CENTRAL ASPHALT, INC	SUPPLIES	552.16
07/26/2023	CENTRAL MICH UNIV - MAILROOM	POSTAGE/HANDLING	878.64
07/26/2023	CENTRAL MICHIGAN UNIVERSITY	CONTRACT SVCS	735.00
07/26/2023	CENTRAL MICHIGAN UNIVERSITY	CONTRACT SVCS	183.00
07/26/2023	CENTRAL MICHIGAN UNIVERSITY	CONTRACT SVCS	183.00
07/26/2023	CENTRAL PLUMBING, INC.	CONTRACT SVCS	123.10
07/26/2023	CENTURYLINK	COMMUNICATIONS	9.89
07/26/2023	CHRISTINE WITMER	REIMBURSEMENT	50.00
07/26/2023	CHRISTOPHER SWIER	FARMER MKT	87.15
07/26/2023	CINTAS CORP	SUPPLIES/CONTRACT SVCS	184.07
07/26/2023	CITY TREASURER-CONTR RETAINAGE	CONTRACT SVCS	9,000.00
07/26/2023	CMS INTERNET LLC	COMMUNICATIONS	499.00
07/26/2023	CONSUMERS ENERGY	UTILITIES	53,425.76
07/26/2023	COREY DION WALTHER	FARMER MKT	191.15
07/26/2023	COYNE OIL CORPORATION	FUEL	9,508.20
07/26/2023	CRANHILL	EQUIPMENT RENTAL	2,500.00
07/26/2023	DARRIN BEEBE	REIMBURSEMENT	19.98
07/26/2023	DAVID GROTHAUSE	FARMER MKT	44.35
07/26/2023	DTE ENERGY	UTILITIES	1,048.45
07/26/2023	DUBOIS CHEMICALS, INC	CHEMICALS	1,902.80
07/26/2023	ELHORN ENGINEERING COMPANY	CHEMICALS	1,645.00

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Bank COMM COMMON CASH			
07/26/2023	ERIC SMITH	REIMBURSEMENT	100.00
07/26/2023	ERNEST WOLF	FARMER MKT	314.15
07/26/2023	FERGUSON WATERWORKS #3386	SUPPLIES	39.98
07/26/2023	FISHBECK - ENGINEERS/ARCHITECTS/	CONTRACT SVCS	6,443.51
07/26/2023	FOSTER, SWIFT, COLLINS & SMITH, P.C	CONTRACT SVCS	13,033.50
07/26/2023	FREDRICKSON SUPPLY, LLC	CAPITAL ACQUISITIONS	347,256.26
07/26/2023	GALGOCI OIL COMPANY	FUEL	321.20
07/26/2023	GRANGER	CONTRACT SVCS	76.68
07/26/2023	GREEN'S 24-HOUR TOWING, INC.	SUPPLIES/VEHICLE MAINT	75.00
07/26/2023	GRISDALE, GERALDINE	UB REFUND	31.41
07/26/2023	HACH COMPANY	SUPPLIES	475.29
07/26/2023	HAVILAND PRODUCTS COMPANY	CHEMICALS	7,095.00
07/26/2023	HEATHER BOUCK	REIMBURSEMENT	91.87
07/26/2023	INDEPENDENT LANDSCAPING	CONTRACT SVCS	655.00
07/26/2023	ISABELLA CAT CLINIC	CONTRACT SVCS	256.20
07/26/2023	JENNIFER MAYER	FARMER MKT	10.00
07/26/2023	JILLIAN DAVIDSON	REFUND	215.00
07/26/2023	JOHN JOHNSON	FARMER MKT	118.55
07/26/2023	JOHN MONAHAN	FARMER MKT	104.50
07/26/2023	KAREN FENTON	FARMER MKT	22.80
07/26/2023	KOPY KORNER	SUPPLIES	169.65
07/26/2023	KRAPOHL FORD LINCOLN MERC	CAPITAL ACQUISITIONS	79,200.00
07/26/2023	LACEY ORLANDO	FARMER MKT	9.20
07/26/2023	MANNIK SMITH GROUP	CONTRACT SVCS	1,886.00
07/26/2023	MCDOWELL & ASSOCIATES	CONTRACT SVCS	510.00
07/26/2023	MCGUIRK SAND & GRAVEL INC	CONTRACT SVCS	400,062.71
07/26/2023	MCLAREN CENTRAL MICHIGAN	HEALTHSTEPS	9,960.00
07/26/2023	MCLAREN CORPORATE SERVICES	CONTRACT SVCS	909.00
07/26/2023	MELISSA LAMING	REFUND	90.00
07/26/2023	METRON-FARNIER, LLC	METER REPLACEMENT	9,233.93
07/26/2023	MI MUNI RISK MGMT AUTHORITY	POLICY TERM	172,544.50
07/26/2023	MICHIGAN CHLORIDE SALES LLC	CONTRACT SVCS	1,980.88
07/26/2023	MID MICHIGAN AREA CABLE	CONTRACT SVCS	450.00
07/26/2023	MID MICHIGAN PLUMBING	REFUND	25.00
07/26/2023	MID-MICHIGAN INDUSTRIES	CONTRACT SVCS	86.20
07/26/2023	MIRANDA LEY	FARMER MKT	62.25
07/26/2023	MT PLEASANT KIWANIS CLUB	DUES	222.00
07/26/2023	MT PLEASANT ROTARY CLUB	DUES	218.00
07/26/2023	NCL OF WISCONSIN	CHEMICALS	543.54
07/26/2023	NICHOLAS MOFFATT	FARMER MKT	33.60
07/26/2023	NYE UNIFORM COMPANY	UNIFORMS	503.00
07/26/2023	ODP BUSINESS SOLUTIONS, LLC	SUPPLIES	1,176.26
07/26/2023	PAPAS PUMPKIN PATCH	FARMER MKT	518.50
07/26/2023	PAUL DRENTH	REFUND	105.00
07/26/2023	PETTY CASH - COMMUNITY SERV	REIMBURSEMENT	76.01
07/26/2023	PHOENIX SAFETY OUTFITTERS	UNIFORMS	301.58
07/26/2023	PLEASANT GRAPHICS, INC	SUPPLIES	435.00
07/26/2023	PRESENTING SOLUTIONS INC	CONTRACT SVCS	1,989.00

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Bank COMM COMMON CASH			
07/26/2023	PRINTING SYSTEMS, INC	SUPPLIES	1,301.68
07/26/2023	PRSA	DUES	377.00
07/26/2023	PURE PLUMBING LLC	CONTRACT SVCS	475.00
07/26/2023	RCL CONSTRUCTION CO. INC	CONTRACT SVCS	1,683,663.50
07/26/2023	REBECCA PARKER	FARMER MKT	61.00
07/26/2023	RENEE EARLE	FARMER MKT	216.05
07/26/2023	RENT-RITE, INC - ALMA	EQUIPMENT RENTAL	291.46
07/26/2023	ROMANOW BUILDING SERVICES	CONTRACT SVCS	6,327.69
07/26/2023	S & S WORLDWIDE, INC.	SUPPLIES	82.24
07/26/2023	STATE OF MICHIGAN	CONTRACT SVCS	600.36
07/26/2023	STERICYCLE, INC.	CONTRACT SVCS	744.01
07/26/2023	STEVE WIECZOREK	UB REFUND	30.85
07/26/2023	STEVIE SWAREY	FARMER MKT	78.35
07/26/2023	SUMMIT FIRE PROTECTION	CONTRACT SVCS	691.00
07/26/2023	SUN BADGE COMPANY	UNIFORMS	264.50
07/26/2023	THIELEN TURF IRRIGATION, INC	SUPPLIES	63.00
07/26/2023	THOMAS L. SLUSHER	CONTRACT SVCS	3,483.00
07/26/2023	TIM OBUCHOWSKI	REFUND	240.00
07/26/2023	TINA CAPUSON	FARMER MKT	50.05
07/26/2023	TROJAN TECHNOLOGIES	SUPPLIES	13,615.06
07/26/2023	UNIFIRST CORPORATION	CONTRACT SVCS	75.90
07/26/2023	USABLUEBOOK	SUPPLIES	702.52
07/26/2023	VERIZON CONNECT NWF, INC.	CONTRACT SVCS	210.47
07/26/2023	WILLIAM AND ROBIN DENNIS	REFUND	741.00
07/26/2023	WILLIAMS & WORKS	CONTRACT SVCS	4,992.50
07/26/2023	WM CORPORATE SERVICES, INC.	CONTRACT SVCS	326.78
07/26/2023	YEO & YEO TECHNOLOGY	CONTRACT SVCS	20,968.80
07/28/2023	KRAPOHL FORD LINCOLN MERC	CAPITAL AQUISITIONS	42,800.00
08/07/2023	CITY TREASURER - UTILITIES	UTILITIES	14,518.19
08/10/2023	AVFUEL CORPORATION	SUPPLIES/FUEL	14,576.66
08/10/2023	BLOCK ELECTRIC COMPANY	CONTRACT SVCS	323.12
08/10/2023	BOUND TREE MEDICAL, LLC	SUPPLIES	203.90
08/10/2023	GARY BRANDT	FARMERS MKT	542.65
08/10/2023	BS&A SOFTWARE	TRAINING	205.00
08/10/2023	KATHERINE BUGBEE	FARMERS MKT	92.55
08/10/2023	CAR WASH PARTNERS, INC.	SUPPLIES/VEHICLE MAINT	270.00
08/10/2023	CDW GOVERNMENT, INC	SUPPLIES	3,722.29
08/10/2023	CENTRAL ASPHALT, INC	SUPPLIES	276,586.07
08/10/2023	CENTRAL CONCRETE INC	SUPPLIES	2,425.35
08/10/2023	CINTAS CORP	SUPPLIES/CONTRACT SVCS	170.02
08/10/2023	CINTAS CORP	SUPPLIES/CONTRACT SVCS	94.65
08/10/2023	CITY TREASURER-CONTR RETAINAGE	CONTRACT SVCS	21,167.10
08/10/2023	ALAN CLARK	FARMERS MKT	78.40
08/10/2023	CLARK HILL P.L.C.	CONTRACT SVCS	177.00
08/10/2023	CENTRAL MICH UNIV - MAILROOM	POSTAGE/HANDLING	716.70
08/10/2023	CENTRAL MICHIGAN UNIVERSITY	CONTRACT SVCS	183.00
08/10/2023	CENTRAL MICHIGAN UNIVERSITY	CONTRACT SVCS	735.00
08/10/2023	CENTRAL MICHIGAN UNIVERSITY	CONTRACT SVCS	183.00

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Bank COMM COMMON CASH			
08/10/2023	CONSUMERS ENERGY	UTILITIES	32,505.27
08/10/2023	COYNE OIL CORPORATION	FUEL	8,466.45
08/10/2023	CPSM	CONTRACT SVCS	19,904.00
08/10/2023	ANDREW CURTISS	FARMERS MKT	598.60
08/10/2023	DETROIT PUMP & MFG CO - WARREN	SUPPLIES	3,862.98
08/10/2023	DISTRIBUTORS GROUP, INC	SUPPLIES	220.23
08/10/2023	DORNBOS SIGN & SAFETY, INC.	SUPPLIES	37.15
08/10/2023	DTE ENERGY	UTILITIES	5,114.37
08/10/2023	ENFORCEMENT TECHNOLOGY GROUP INC.	SUPPLIES	1,526.37
08/10/2023	KAREN FENTON	FARMERS MKT	105.20
08/10/2023	FERGUSON ENTERPRISES, LLC &	EQUIPMENT RENTAL	400.00
08/10/2023	FLEIS & VANDENBRINK	CONTRACT SVCS	4,600.00
08/10/2023	FREDRICKSON SUPPLY, LLC	CAPITAL AQUISITIONS	6,869.18
08/10/2023	FRONT LINE SERVICES, INC	CONTRACT SVCS	9,580.66
08/10/2023	GALLS, LLC	SUPPLIES	135.63
08/10/2023	GALGOCI OIL COMPANY	FUEL	287.74
08/10/2023	GREEN SCENE LANDSCAPING, INC.	CONTRACT SVCS	5,288.00
08/10/2023	GREEN'S 24-HOUR TOWING, INC.	CONTRACT SVCS	75.00
08/10/2023	DAVID GROTHAUSE	FARMERS MKT	41.20
08/10/2023	INFOSEND, INC	CONTRACT SVCS	3,163.69
08/10/2023	THE ISABELLA CORPORATION	CONTRACT SVCS	6,950.00
08/10/2023	ISABELLA COUNTY	CONTRACT SVCS	99.00
08/10/2023	JOHN JOHNSON	FARMERS MKT	10.80
08/10/2023	BRUCE JORCK	FARMERS MKT	721.15
08/10/2023	KRAPOHL FORD LINCOLN MERC	SUPPLIES/VEHICLE MAINT	540.59
08/10/2023	MIRANDA LEY	FARMERS MKT	27.25
08/10/2023	MARTHA MACHARIA	FARMERS MKT	4.60
08/10/2023	JENNIFER MAYER	FARMERS MKT	102.35
08/10/2023	MCKENNA	CONTRACT SVCS	310.00
08/10/2023	MIKA MEYERS	CONTRACT SVCS	6,143.00
08/10/2023	STATE OF MICHIGAN	CONTRACT SVCS	12,462.28
08/10/2023	MICHIGAN PIPE & VALVE	SUPPLIES	5,497.20
08/10/2023	NICHOLAS MOFFATT	FARMERS MKT	56.75
08/10/2023	ALMA TIRE SERVICE INC	SUPPLIES/VEHICLE MAINT	217.14
08/10/2023	NATE'S PAINTING	CONTRACT SVCS	14,500.00
08/10/2023	NCL OF WISCONSIN	SUPPLIES	883.47
08/10/2023	COREY DION WALTHER	FARMERS MKT	184.50
08/10/2023	O'NEIL & DUSO PLLC	PROSECUTORIAL SVCS	7,785.98
08/10/2023	OTIS ELEVATOR COMPANY	CONTRACT SVCS	468.96
08/10/2023	PAPAS PUMPKIN PATCH	FARMERS MKT	655.65
08/10/2023	REBECCA PARKER	FARMERS MKT	30.25
08/10/2023	PIVOT POINT PARTNERS LLC	CONTRACT SVCS	1,789.90
08/10/2023	PLANIT GEO, INC.	CONTRACT SVCS	13,929.30
08/10/2023	POLYDYNE INC.	CHEMICALS	2,095.88
08/10/2023	POL VETERINARY SERVICES	CONTRACT SVCS	200.00
08/10/2023	PURITY CYLINDER GASES INC	CHEMICALS	4,802.13
08/10/2023	PVS TECHNOLOGIES, INC	CHEMICALS	9,545.88
08/10/2023	RCL CONSTRUCTION CO. INC	CONTRACT SVCS	402,174.90

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08/10/2023	RED DOOR SALON	REIMBURSEMENT	500.00
08/10/2023	ASHLEY WILSON	REFUND	60.00
08/10/2023	MARION LUND	REFUND	90.00
08/10/2023	ANGEL REINSHUTTLE	FARMERS MKT	70.55
08/10/2023	RENT-RITE, INC - ALMA	EQUIPMENT RENTAL	291.46
08/10/2023	LAURA SIGSBEE	FARMERS MKT	37.90
08/10/2023	SIMPLY ENGRAVING	SUPPLIES	166.67
08/10/2023	KARIN SMITH	CONTRACT SVCS	1,316.81
08/10/2023	DAN SODINI	FARMERS MKT	20.90
08/10/2023	SUMMIT FIRE PROTECTION	CONTRACT SVCS	693.00
08/10/2023	STEVIE SWAREY	FARMERS MKT	50.90
08/10/2023	CHRISTOPHER SWIER	FARMERS MKT	115.75
08/10/2023	SYSTEMS SPECIALTIES	SUPPLIES	810.00
08/10/2023	T.H. EIFERT, LLC	CONTRACT SVCS	5,612.29
08/10/2023	THIELEN TURF IRRIGATION, INC	CONTRACT SVCS	500.25
08/10/2023	TRACE ANALYTICAL LABORATORIES, INC.	CONTRACT SVCS	1,050.00
08/10/2023	TROUBLE SHOOTERS OF MID-MICH	CONTRACT SVCS	150.00
08/10/2023	WAMPFLER, MARK D	REFUND	91.06
08/10/2023	DUAL D PROPERTIES	REFUND	14.13
08/10/2023	UNIFIRST CORPORATION	CONTRACT SVCS	121.76
08/10/2023	CHARTER TOWNSHIP OF UNION	425 AGREEMENT	165.03
08/10/2023	USABUEBOOK	SUPPLIES	383.54
08/10/2023	UTILITY TECHNOLOGIES, LLC	SUPPLIES	645.00
08/10/2023	VANBELKUM COMPANIES	CONTRACT SVCS	2,418.00
08/10/2023	LATITUDE MEDIA LLC WCZY/WMMI	CONTRACT SVCS	500.00
08/10/2023	DAVID W WHITEHEAD	FARMERS MKT	24.10
08/10/2023	ERNEST WOLF	FARMERS MKT	445.30
08/10/2023	LOUISE WYMER	FARMERS MKT	105.65
08/10/2023	JANENE CHISEK	REIMBURSEMENT	19.20
08/10/2023	JOLENE SWEET	REIMBURSEMENT	110.07
08/10/2023	TRAVIS WELSH	REIMBURSEMENT	47.68
08/10/2023	WRIGHT EXPRESS FINANCIAL SERVICES	N/A	97,074.39

COMM TOTALS:

Total of 227 Checks:	\$4,020,880.47
Less 0 Void Checks:	0.00
Total of 227 Disbursements:	<u>\$4,020,880.47</u>

Wright Express8/7/2023

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
ADOBE SYSTEMS, INC	CONTRACT SVCS	\$19.99	1
ADOBE SYSTEMS, INC	SUPPLIES	75.98	2
AMAZON.COM	SUPPLIES	4,650.04	66
AMERICAN RED CROSS	TRAINING	(37.00)	1
AUDIOBOOKS.COM	TRAINING	14.95	1
AUTOZONE, INC.	SUPPLIES	84.96	2
BATTERIES PLUS	SUPPLIES	54.45	1
BELL EQUIPMENT COMPANY	SUPPLIES	(300.51)	1
BILL KEHOE, UDDER BLISS	SUPPLIES	48.00	1
BRASS CAFE & SALOON	SUPPLIES	18.90	1
BRUCE JORCK - MICHELLE'S FLOWERS	SUPPLIES	194.00	2
BUSHEY AUTOMOTOVE	SUPPLIES	100.00	1
C & C ENTERPRISES, INC	SUPPLIES	95.61	2
C & C ENTERPRISES, INC	UNIFORM	112.50	1
CAMPUS INK PRINTING	SUPPLIES	2,736.71	1
CAR WASH PARTNERS, INC. (DBA MISTER CAR WASH)	CONTRACT SVCS	79.96	4
CELEBRATION CINEMA MP	CONTRACT SVCS	1,380.00	1
CHARTER COMMUNICATIONS	CONTRACT SVCS	303.92	1
CLARION SUBSCRIPTIONS	SUBSCRIPTION	74.95	1
COPS & DOUGHNUTS CENTRAL PRECINCT	SUPPLIES	30.73	1
COYNE OIL CORPORATION	SUPPLIES	39.63	2
CRICUT.COM	SUPPLIES	(0.60)	1
CYBARCODE - A DAVID E. SPENCE INC. COMPANY	SUPPLIES	1,207.50	1
DAVID GROTHAUSE, THE CHEESE PEOPLE	SUPPLIES	459.00	1
DEPATIE	SUPPLIES	487.79	2
DEWITT LUMBER	SUPPLIES	45.06	1
DHARMA TRADING, CO.	SUPPLIES	321.04	1
DICKS SPORTING GOODS	SUPPLIES	10.99	1
DISNEY PLUS	SUPPLIES	10.99	1
DOLLARTREE	SUPPLIES	113.75	3
DOUG'S SMALL ENGINE REPAIR	SUPPLIES	227.83	5
DREAMSTIME.COM	SUPPLIES	39.00	1
DROPBOX INC.	CONTRACT SVCS	(119.88)	1
EBAY	SUPPLIES	357.86	6
EBERLESTOCK	SUPPLIES	401.05	1
ELLENS EQUIPMENT	SUPPLIES	508.75	2
ELM CREEK LTD	SUPPLIES	923.15	2
ERNEST WOLF - WOLF FAMILY FARM	SUPPLIES	225.00	1
ETNA SUPPLY	SUPPLIES	278.46	4
EVENTBRITE	TRAINING	100.00	1
FASTENAL COMPANY	SUPPLIES	1,219.94	2
FIVE BELOW	SUPPLIES	215.67	4
FRONTIER COMMUNICATONS	COMMUNICATIONS	70.98	1
GILL-ROY'S HARDWARE	SUPPLIES	509.40	16
GORDON FOOD SERVICE	SUPPLIES	1,371.74	15

Wright Express8/7/2023

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
GOTOMYPC.COM	CONTRACT SVCS	88.00	2
GRAINGER	SUPPLIES	146.70	2
GRAND TRAVERSE RESORT	TRAINING	189.00	1
GREENTREE COOPERATIVE GROCERY	SUPPLIES	247.63	4
GT RUBBER SUPPLY	SUPPLIES	587.42	4
HARBOR FREIGHT TOOLS	SUPPLIES	79.96	2
HIDDEN HAVEN COTTAGES	TRAINING	100.00	1
HOBBY LOBBY	SUPPLIES	69.39	5
HOLIDAY INN CREDIT CARD	TRAINING	730.16	7
HOME DEPOT	SUPPLIES	1,948.27	28
IDENTOGO	CONTRACT SVCS	132.50	2
IDLHTE TECHNOLOGY LLC	SUPPLIES	12.00	1
ISABELLA CO TRANSP COMM	CONTRACT SVCS	60.00	1
JACK DOHENY COMPANIES, INC	SUPPLIES	(809.74)	1
JET'S PIZZA MT PLEASANT	SUPPLIES	551.88	3
JO-ANN FABRICS & CRAFTS	SUPPLIES	64.60	1
LITTLE CAESARS	SUPPLIES	116.82	4
LOGOS GALORE/MORDICA SALES	SUPPLIES	1,246.50	2
MARRIOTT HOTELS - PD W/WEX	TRAINING	(42.96)	1
MEDLER ELECTRIC COMPANY	SUPPLIES	30.95	1
MEIJER INC	SUPPLIES	410.24	19
MEIJER INC	SUPPLIES/VEHICLE MAINT	62.36	1
MENARDS - MT. PLEASANT	SUPPLIES	2,542.96	20
MI ASSOCIATION OF AIRPORT EXECUTIVE	TRAINING	375.00	1
MICHIGAN DEPT OF HEALTH & HUMANS SVCS	DUES	25.00	1
MICHIGAN TURFGRASS FOUNDATION	SUBSCRIPTION	115.00	1
MILAN SUPPLY COMPANY	SUPPLIES	18.22	1
MMTA	TRAINING	399.00	1
MOREY COURTS	CONTRACT SVCS	1,158.00	1
MOTION INDUSTRIES, INC.	SUPPLIES	2,751.13	1
MT PLEASANT AUTOMOTIVE SUPPLY	SUPPLIES	172.34	2
MT PLEASANT DISCOVERY MUSEUM	CONTRACT SVCS	630.00	1
MT PLEASANT FARMERS MARKET	SUPPLIES	205.15	7
MUNICIPAL EMPLOYEE RETIRE SYSTEMS	TRAINING	510.00	2
NAPA AUTO PARTS	SUPPLIES	910.47	9
N-EAR	SUPPLIES	164.99	1
OFF DUTY WEAR, INC	UNIFORM	114.91	1
OFFICE DEPOT	SUPPLIES	587.38	6
OLSON TIRE SERVICE	CONTRACT SVCS	32.29	1
PAPAS PUMPKIN PATCH	SUPPLIES	815.99	1
PARTED MAGIC LLC	SUPPLIES	15.00	1
PETROLEUM SERVICE COMPANY	SUPPLIES	480.80	1
PICKARD STREET CITGO	SUPPLIES	13.02	1
PIONEER ATHLETICS	SUPPLIES	612.73	1
PIONEER AUCTION SERVICE	SUPPLIES	27.12	1

Wright Express8/7/2023

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
PONDER COFFEE COMPANY	SUPPLIES	28.00	1
PRO COMM, INC	CONTRACT SVCS	650.00	1
PRO SURFACES	CONTRACT SVCS	3,400.00	1
RAY BROWERS STONEY GROVE FARM	SUPPLIES	180.00	1
RENT-RITE OF MT PLEASANT	EQUIPMENT RENTAL	473.86	2
REPUBLIC SERVICES #239	CONTRACT SVCS	31,522.71	8
RIC'S FOOD CENTER	SUPPLIES	8.45	1
RIVERWOOD RESORT	CONTRACT SVCS	1,200.00	1
S & S WORLDWIDE, INC.	SUPPLIES	644.17	3
SAM'S CLUB #4982	SUPPLIES	2,524.84	16
SAVE-A-LIFE CPR & TRAINING	SUPPLIES	(5.40)	1
SAVE-A-LIFE CPR & TRAINING	TRAINING	90.00	1
SCIENTIFIC BRAKE & EQUIPMENT CO	SUPPLIES	189.58	1
SHERWIN WILLIAMS	SUPPLIES	201.00	1
SIGN BRACKET STORE	SUPPLIES	(19.43)	1
SIMPLY ENGRAVING	SUPPLIES	60.00	1
SINGLESOURCE	SUPPLIES	159.00	2
SMARTSIGN STORE	SUPPLIES	41.26	2
SOARING EAGLE WATERPARK & HOTEL	CONTRACT SVCS	2,625.00	3
SOLDAN'S FEED & PET SUPPLIES	SUPPLIES	574.09	7
STAPLES - MP	SUPPLIES	1,245.40	21
STARBUCKS	SUPPLIES	5.78	1
STATE OF MICHIGAN EGLE	TRAINING	240.00	1
STATE OF MICHIGAN ICHAT LOOK UP	CONTRACT SVCS	30.00	1
STATE OF MICHIGAN-CASHIER'S OFFICE	TRAINING	25.00	1
STEVIE SWAREY - ROSE LANE FLOWERS	SUPPLIES	339.36	2
SWEENEY SEED COMPANY	SUPPLIES	146.26	1
TARGET	SUPPLIES	406.87	8
TEACHERS PAY TEACHERS	SUPPLIES	9.00	2
THE JUMP STATION	CONTRACT SVCS	4,040.00	2
THE JUMP STATION	SUPPLIES	345.00	1
THE MORNING SUN	SUBSCRIPTION	660.70	1
THE UPS STORE	CONTRACT SVCS	263.81	4
THE UPS STORE	SUPPLIES	63.00	1
TIGERSUPPLIES - CC	SUPPLIES	973.32	5
TLO ONLINE	CONTRACT SVCS	75.00	1
TRACTOR SUPPLY	SUPPLIES	25.68	3
U S POSTMASTER	CONTRACT SVCS	5.50	1
ULINE SHIP SUPPLIES	SUPPLIES	870.00	3
UNIQUE PAVING MATERIALS CORPORATION	SUPPLIES	584.38	2
USA BLUE BOOK	SUPPLIES	566.35	2
VERIZON WIRELESS	COMMUNICATIONS	2,050.88	55
VOLGISTICS, INC	CONTRACT SVCS	98.00	1
W S DARLEY & CO.	SUPPLIES	(324.35)	1
WAL-MART	SUPPLIES	218.07	6

Wright Express

8/7/2023

Merchant Name

WINN TELECOM
WINN TELECOM
YOURMEMBERSHIP.COM, INC
ZOOM, INC.

Description

COMMUNICATIONS
CONTRACT SVCS
CONTRACT SVCS
CONTRACT SVCS

Amount

1,787.74
300.00
150.00
(133.91)

of Invoices

5
1
1
2

TOTALS

\$97,074.39

515

City of Mt. Pleasant, Michigan

Mt. Pleasant
[meet here]

CITY HALL
320 W. Broadway • 48858
(989) 779-5300
(989) 773-4691 Fax

PUBLIC SAFETY
804 E. High • 48858
(989) 779-5100
(989) 773-4020 Fax

PUBLIC WORKS
320 W. Broadway • 48858
(989) 779-5400
(989) 772-6250 Fax

MEMORANDUM

TO: Aaron Desentz, City Manager
Paul Lauria, Director of Public Safety
Doug Lobsinger, Fire Chief

FROM: Brian Kench, Building Official

DATE: Thursday, August 10, 2023

SUBJECT: International Property Maintenance Code – Public Hearing

As you know, staff completed our review of the City Code ahead of the adoption of the International Property Maintenance Code. A work session was held on July 10th, with the City Commission setting the public hearing to be held on August 14, 2023.

Recommendations for deletions and/or amendments were compiled and reviewed by the City Attorney's office ahead of the work session. The draft ordinance prepared by the City Attorney, along with the redline version outlining the changes to chapter 96, 150 and 152 were attached for review by the Commission.

Many of the recommendations to remove items from chapter 152, taking into consideration the housing and licensing standards, are items that are provided for under the property maintenance code or other state or local codes related to definitions, noticing, etc. as noted in the attachment.

RECOMMENDED ACTION

Staff is recommending that the City Commission hold the public hearing on August 14, 2023. Following the hearing, we recommend that the City Commission adopt the 2021 International Property Maintenance Code and amend Chapters 96, 150 and 152 of the City Code as drafted.

**CITY COMMISSION
CITY OF MOUNT PLEASANT**

Isabella County, Michigan

Commissioner _____, supported by Commissioner _____, moved for adoption of the following ordinance:

ORDINANCE NO. _____

**AN ORDINANCE AMENDING CITY CODE REGARDING INTERNATIONAL
PROPERTY MAINTENANCE CODE**

IT IS HEREBY ORDAINED BY THE PEOPLE OF THE CITY OF MOUNT PLEASANT:

Section 1. Amendment of Chapter 96 of City Code.

The City of Mount Pleasant hereby amends chapter 96 of the City Code entitled "Nuisances" is hereby amended to remove section 96.02 titled "Dangerous Structures Prohibited" in its entirety.

Section 2. Amendment of Chapter 150 of City Code.

The City of Mount Pleasant hereby amends chapter 150 of the City Code entitled "Building Regulations" to as follows:

Section 150.30 shall be amended to read, in its entirety, as follows:

§150.30 ADOPTION OF 2021 INTERNATIONAL PROPERTY MAINTENANCE CODE

The city hereby adopts by reference the 2021 International Property Maintenance Code issued by International Code Council, Inc., except those sections otherwise deleted or amended by the City Code.

Sections 150.32 entitled "Definitions" and 150.34 entitled "Exterior and Maintenance Requirement of Property" shall be removed in their entirety.

Section 150.36 entitled "Appeals" shall be amended to read, in its entirety, as follows:

§150.30 APPEALS

Any person issued a notice or municipal civil infraction pursuant to this subchapter may appeal to the Building, Fire, and Sanitary Sewer Board of Appeals or its designee.

Section 3. Amendment of Chapter 152 of City Code.

The City of Mount Pleasant hereby amends chapter 152 of the City Code entitled "Housing Licensing Code" to read, in its entirety, as follows:

§ 152.001 TITLE.

This code shall be known as the “Housing Licensing Code” and may be cited as such, and will be referred to herein as “this Code.”

§ 152.002 PURPOSE.

The purpose of this Code is to provide minimum requirements for the health, safety and welfare of the general public and the owners and occupants of certain residential buildings.

§ 152.003 SCOPE.

(A) Application. This Code shall apply to all rented or leased buildings, including manufactured homes, or any portions thereof, that are used or intended to be used for human habitation as a two-family dwelling, a multi-family dwelling, a rooming dwelling, a boarding dwelling, a lodging dwelling, or a hotel or motel. This Code shall also apply to single-family dwellings which are leased or rented by the owner for more than 180 days during any 12-month period. In addition, if a building that is licensed under this Code but does not comply with all of the provisions of the Code is thereafter unlicensed for one year or more, the building must thereafter comply with this Code before it acquires a new license.

(B) Alterations. Existing licensed buildings that are subject to this Code, but that do not comply with this Code shall, at the time of alteration or repair, and with respect to this new work, be altered or repaired to conform to this Code, the City Building Code (Chapter 150 of the Code of Ordinances), and the laws of the state of Michigan.

(C) Relocation. Buildings which are moved or relocated shall be considered new buildings and shall comply with all of the requirements of this Code.

(D) Exception. This Code shall not apply to a single-family dwelling that is leased or rented for less than 180 days annually if the owner of the single-family dwelling receives a principle home exemption from the city, and the owner resides at least 180 days in the dwelling during the annual time period in which the dwelling is leased or rented.

(E) Severability. If a section, subsection, sentence, clause or phrase of this Code is, for any reason, held to be unconstitutional or a violation of the laws of the State of Michigan, such decision shall not affect the validity of the remaining portions of this Code.

§ 152.004 DEFINITIONS.

The definitions in Chapter 2 of the 2021 Edition of the International Property Maintenance Code are adopted as part of this Code. The following definitions shall also apply unless the context clearly indicates or requires a different meaning.

~~BOARDING DWELLING. A rooming dwelling where meals are provided.~~

~~BUILDING, EXISTING. A building constructed prior to this Code or one which was built pursuant to a valid building permit.~~

~~CEILING HEIGHT. The clear vertical distance from finished floor to the finished ceiling.~~

DESIGNATED AGENT. A person, firm or corporation acting on behalf of, representing, or caring for the property on behalf of the owner.

~~DWELLING. A building including manufactured homes, used in whole or in part for human habitation.~~

DWELLING: a Building used in whole or part for human habitation. Dwellings are divided into the following categories:

1. Dwelling, One-Family: a Building used exclusively or designed for one-family occupancy.
2. Dwelling, Two-Family: a Building used exclusively or designed for the occupancy of two individual families living independently of each other.
3. Dwelling, Multiple-Family: a Building containing three or more Dwelling Units.
4. Dwelling, Rooming: a Building containing one or more Dwelling Units that is approved for use by three or more Persons, not meeting the definition of a Family, per Dwelling Unit. This is also known as a Rooming House.
5. Dwelling, Boarding: a Rooming Dwelling where meals are provided.
6. Dwelling, Registered Student Organization: a Building or Rooming Dwelling used to house three or more unrelated individuals, which is owned, rented, leased or purchased by or on behalf of a student organization registered by the Central Michigan University Office of Student Life, in the name of:
 - a. the Registered Student Organization.
 - b. a housing corporation or partnership affiliated with the registered organization; or
 - c. one or more members of the Registered Student Organization (RSO) when membership in the RSO is required to live at the Rooming Dwelling and/or the Rooming Dwelling is identified by Signs or other symbols as being affiliated with the RSO.

~~—EXIT. A continuous and unobstructed means of egress to a public way, and shall include intervening doorways, corridors, ramps, stairways, smoke proof enclosures, horizontal exits, exit courts, and yards.~~

FAMILY OR FUNCTIONAL FAMILY as defined UNDER THE CITY'S ZONING ORDINANCE as one of the following:

~~(1) One or more persons related by blood, marriage, adoption or guardianship, plus not more than one person not so related, living as a single housekeeping unit in all zoning districts of the city.~~

~~—(2) Two persons plus their offspring living as a single housekeeping unit in all residential zoning districts in the city.~~

~~—(a) One professional caregiver such as a nurse, nanny, physical therapist, and the like, caring for either of the persons or their offspring may also reside in the dwelling.~~

~~— (b) OFFSPRING means descendants, including biological offspring, adopted children, foster, and legal wards.~~

~~— (3) A functional family living as a single housekeeping unit which has received a permit pursuant to the Mount Pleasant Zoning Ordinance.~~

FIRE OFFICIAL. The duly appointed city Fire Official or a regularly authorized assistant.

~~FUNCTIONAL FAMILY. A group of people plus their offspring having a relationship which is functionally equivalent to a family. The relationship must be of a permanent and distinct character with a demonstrable and recognizable bond characteristic of a cohesive unit.~~

~~FUNCTIONAL FAMILY does not include any society, club, fraternity, sorority, association, lodge, organization or group of students or other individuals where a common living arrangement or basis for establishment of a housekeeping unit is temporary.~~

~~GOOD REPAIR. Suitable general condition after repair.~~

GUEST ROOM. Any room or rooms used, or intended to be used by a guest which is a person sharing a rooming or dwelling unit in a non-permanent status for not more than 72 hours, for sleeping purposes. Every 100 square feet of superficial floor area in a dormitory is a guest room.

~~HABITABLE ROOM. Any room meeting the requirements of this Code for sleeping, living, cooking or dining purposes excluding such enclosed places as closets, pantries, bath or toilet rooms, service rooms, connecting corridors, laundries, foyers, storage spaces, unfinished attics, utility rooms, cellars and similar spaces.~~

HOTEL: an establishment where short-term Lodging is offered for compensation and Lodging units are accessed from interior hallways.

MOTEL: an establishment where short-term Lodging is offered for compensation and one or more Lodging units ae access by exterior doors opening directly to the exterior Parking Areas, Passageways, or the outdoors.

~~HOTEL and MOTEL. A building containing six or more guest rooms used for the accommodation of transient guests, whether rented or hired out to be occupied or are occupied for sleeping purposes by guests whether rent is paid in money, goods, labor, or otherwise. If used or intended to be used or designed primarily for accommodation of transient or non-transient guests, the designation given by the owner (such as hotel, motel, motor inn, or similar) may (but is not required) be used in determining its classification. It does not include any jail, hospital, or institution in which human beings are housed and detained under legal restraint.~~

~~HUMAN HABITATION. Living quarters used by people whether for a portion of a day or longer, containing certain provisions for sleeping and may include provisions for living, cooking, dining, and sanitation.~~

~~MANUFACTURED HOME. (Refer to the Michigan Residential Code Definitions)A structure, transportable in one or more sections, which, in the traveling mode, is eight body ft. (2.4 m) or more in width or 40 body ft. (12.2 m) or more in length or, when erected on site, is 320 ft² (29.7 m²) or more and which is built on a permanent chassis and designed to be used as a dwelling,~~

with or without a permanent foundation, when connected to the required utilities, and includes plumbing, heating and electrical systems contained therein; except that such terms shall include any structure which meets all the requirements of this paragraph except the size requirements and with respect to which the manufacturer voluntarily files a certification required by the regulatory agency. Calculations used to determine the number of square feet in a structure are based on the structure's exterior dimensions, measured at the largest horizontal projections when erected on-site. These dimensions include all expandable rooms, cabinets, and other projections containing interior space, but do not include bay windows.

MULTI FAMILY DWELLING. A building containing three or more dwelling units.

—**OCCUPANT.** A person residing in a rented or leased building to which this Code applies.

—**OWNER.** The record title owner of a parcel that is the site of a rented or leased building to which this Code applies.

—**ROOMING DWELLING.** A building containing one or more units that is approved for use by three or more persons, not meeting the definition of a family, per dwelling unit. This is also known as a **ROOMING HOUSE.**

SUPERFICIAL FLOOR AREA. Is the net floor area within the enclosing walls of the room in which the ceiling height is not less than five feet excluding built-in equipment such as wardrobes, cabinets, kitchen units, or fixtures.

TWO FAMILY DWELLING. A building used exclusively or designed for occupancy of two individual families living independently of each other.

§ 152.005 RESPONSIBILITIES OF OWNERS.

Every owner shall comply with the following provisions:

(A) At the time a new tenant occupies a vacant dwelling unit, the new tenant shall be provided with a clean, healthful and safe dwelling unit, free of visible mold and mildew.

(B) Maintain the public or shared areas of a dwelling or the premises in a clean, safe, and sanitary condition.

(C) Maintain in good repair every dwelling and premises and all parts thereof, including, but not limited to, plumbing, heating, ventilating, and electrical systems, and the interiors and exteriors of dwellings and dwelling units.

(D) Maintain all fixtures, furniture, and furnishings that are furnished by the owner in a safe condition and in good repair.

(E) Display in a conspicuous place in the common way of the dwelling or dwelling unit a copy of the housing license or attach a copy of the then current housing license to the lease at the time of execution of the lease, or include the following provision in the lease:

The City of Mt. Pleasant regulates rental properties within the city. Your Landlord will provide you a copy of the current housing license for your property without charge upon your

written request to the Landlord. You may also acquire a copy of the current housing license for your property by contacting the Mt. Pleasant Fire Department at 989-779-5100.

(F) Include within the terms of every written lease the provisions set forth in § 96.04.

(G) Cooperate with and assist the city in the enforcement of § 96.04.

(H) An owner or agent shall not allow a dwelling unit to be occupied by more persons than such dwelling unit is licensed for or allow any portion of the dwelling unit to be occupied in such a manner that any of the provisions of this Code are violated.

(I) Repairs, maintenance work, alterations or installations which are caused directly or indirectly by the enforcement of this Code shall be executed and installed in a workmanlike manner and installed in accordance with the manufacturer's installation instructions.

(J) Equipment, systems, devices and safeguards required by this Code or a previous regulation or Code under which the building was constructed, altered or repaired shall be maintained in good working order. No owner, operator or occupant shall cause any service, facility, equipment or utility which is required by applicable law to be removed from or shut off for any occupied dwelling or dwelling unit, except for such temporary interruption as necessary while repairs or alterations are in progress. The requirements of this Code are not intended to provide the basis for removal or abrogation of fire protection and safety systems and devices in existing buildings.

(K) All water leaks shall be properly repaired.

(L) All locations within the building for which the Landlord is responsible for under the lease, shall be kept free of visible mold and mildew.

(M) Comply with other applicable provisions of this Code.

(N) Owners shall provide tenants with all applicable City requirements for vehicle parking.

§ 152.006 RESPONSIBILITIES OF OCCUPANTS.

Every occupant shall cooperate with and assist the owner to keep and maintain the building, dwelling unit and premises to meet the minimum requirements of this Code. In addition:

(A) Every occupant shall notify the owner or his/her agent in writing of any water leaks or of any condition believed to be in violation of this Code which directly affects the dwelling unit within a reasonable time of discovery of any leaks or condition.

(B) Every occupant may at any time notify the Fire Official of any condition believed to be in violation of this Code.

(C) Every occupant shall properly use all facilities, including bathroom and kitchen facilities, and shall maintain them in a manner that is sufficiently clean and sanitary so as not to place other occupants within that building at risk for safety or health reasons.

(D) An occupant shall not sublet or allow any portion of the dwelling unit to be occupied in such a manner that any of the provisions of this Code are violated.

(E) Every occupant shall properly use the designated parking area provided by the applicable lease and shall not park across sidewalks or lawns.

(F) Occupants of any dwelling unit shall be responsible jointly and/ or severally for any violation of this section of this Code.

(G) Every occupant shall assist the owner and cooperate with the City in compliance with and enforcement of the § 96.04.

(H) Occupants shall not place any article of furniture and/ or an appliance manufactured for and intended primarily for indoor use out of doors, in yards, on open porches, or patios.

(I) No occupant of any dwelling unit or building shall cause intentional destruction nor allow the intentional destruction by others to the dwelling unit or building or any part thereof.

(J) No occupant shall access, nor permit access by others, to the rooftop of any structure. Exception: access by property maintenance personnel shall be permitted for necessary repairs.

(K) Every occupant shall properly use all facilities and maintain them in a clean and sanitary manner free of excessive accumulations of waste product or clutter, unwashed clothing and unclean dishware or cookware. All areas for which the tenant is responsible for under the lease, shall be kept free of visible mold or mildew.

(L) No occupant of any dwelling unit or building shall allow any refuse, debris or other substance to accumulate in the dwelling unit or building or any other area, which said occupant has use or possession thereof, which puts other occupants of that building at risk for health or safety reasons.

(M) Occupants shall comply with all applicable parking requirements of the City including, but not limited to parking permit requirements.

§ 152.007 REFERENCED CODES AND STANDARDS.

The city hereby adopts by reference the 2021 International Property Maintenance Code issued by International Code Council, Inc., except those sections otherwise deleted or amended below and otherwise in this Code:

~~—Chapters 3 through 8 of the 2012 edition of the International Property Maintenance Code are hereby adopted as part of this Code and shall apply to all buildings subject to the Code except as added, amended or deleted, as follows:~~

~~—Add 301.4 Owner-occupied rental. Owner-occupied portions of residential dwelling buildings shall be inspected annually to insure that a non-owner occupant of that residential dwelling building will not be subject to risk because of safety or sanitary conditions existing in the owner-occupied portion of the residential dwelling building.~~

Add 301.5 New rental properties. Each dwelling added to the housing licensing program after the adoption date of this Code, shall be considered as new construction with respect to fire resistance rate construction, fire protection systems and means of egress and shall comply with all sections of this Code and all other applicable codes.

Amend 302.4 Weeds. The regulation of noxious weeds shall be enforced in accordance with Section 96.05 of the Mt. Pleasant Code of Ordinances, entitled Lawn Maintenance; Height; Removal of Noxious Weeds.

Amend 304.14 Insect screens. Every door, window and other outside opening required for ventilation (see § 403.1) of habitable rooms, food preparation areas, food service areas or any area where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored, shall be supplied with approved tightly fitting screens of not less than 16 mesh per inch (16 mesh per 25 mm) and every swinging screen or storm door shall have a self-closing device in good working condition.

~~Amend 304.18.1 Doors. Each dwelling added to the housing licensing program after the adoption date of this Code, shall provide all doors providing access to a dwelling unit that is rented, leased or let shall be equipped with a deadbolt lock meeting specifications set forth herein. Such deadbolt locks shall be operated only by the turning of a knob or a key and shall have a lock throw of not less than one inch. For the purpose of this section, a sliding bolt shall not be considered an acceptable deadbolt lock. Such deadbolt locks shall be installed according to manufacturer's specifications and maintained in good working order. All deadbolt locks required by this section shall be designed and installed in such a manner so as to be operable inside of the dwelling unit without the use of a key, tool, combination thereof or any other special knowledge or effort.~~

~~Add 304.18.4 Room security. Each rooming dwelling added to the housing licensing program after the adoption date of this Code, shall have positive latching, lockable door hardware, on each sleeping room.~~

~~Delete 308.2.1~~

~~Delete 308.3.1~~

~~Delete 308.3.2~~

Add 308.4 Garbage facilities shall be constructed and maintained in compliance with the City of Mt. Pleasant zoning requirements and Chapter 50 of the City Code of Ordinances.

Add 308.5 Occupant responsibility. Occupants of all dwellings are required to comply with Chapter 50 of the City Code of Ordinances.

~~Amend 403.1 Habitable spaces. Every habitable space shall have at least one openable window. The total openable area of the window in every room shall be equal to at least 45 percent of the minimum glazed area required in Section 402.1.~~

~~Exception: Where rooms and spaces without openings to the outdoors are ventilated through an adjoining room, the unobstructed opening to the adjoining room shall be at least 8 percent of the floor area of the interior room or space, but not less than 25 square feet (2.33 m²). The ventilation openings to the outdoors shall be based on a total floor area being ventilated.~~

~~Exception: Where rooms and spaces without openings to the outdoors comply with the Michigan Residential Code for light and ventilation in habitable rooms.~~

~~—Add 403.6 Sleeping rooms with two doors. Sleeping rooms with an exterior door in lieu of a window, shall be provided with a screen door at the exterior for ventilation.~~

Add 404.3.2 Elevated sleeping surface. Lofts, bunk beds or other elevated sleeping surfaces shall be installed not closer than 30 inches from the top of the sleeping surface to the ceiling of the room. Lofts, bunk beds or other elevated sleeping surfaces shall not block any opening or window that is a required means of egress by any applicable code.

Amend 404.3 Minimum ceiling heights for rentals added to the housing licensing program after the adoption date of this code. Habitable spaces, hallways, corridors, laundry areas, bathrooms, toilet rooms and habitable basement areas may be approved to be less than 7 feet if the following conditions are met:

1. Ceiling height shall not be less than 6 feet 8 inches and the ceiling must be at least 3 feet 6 inches in width at that height across the length of the room.

~~2. Bedrooms must have at least one window which meets the current minimum egress size requirements of the local adopted building code.~~

~~3. The smoke detectors must meet the minimum requirements of the local adopted building code.~~

~~4. In habitable spaces where the ceiling height is less than 8 feet, ceiling paddle fan blades shall have a clearance height of 7 feet to the floor.~~

~~—Delete Exceptions to Section 404.3~~

~~—Amend 404.4.2 Access from bedrooms. Each dwelling added to the housing licensing program after the adoption date of this Code shall not have bedrooms which constitute the only means of access to other bedrooms or habitable spaces and shall not serve as the only means of egress from other habitable spaces.~~

~~—Add 404.8 Minimum floor area. Each dwelling subject to this Code shall have the minimum number of square feet of total floor area as set forth in Chapter 154 of the City Code of Ordinances, except as provided in § 154.007.~~

~~—Amend 602.3 Heat Supply. Heat shall be supplied so as to maintain a minimum temperature of 68° F (20°) in all habitable rooms, bathrooms, and toilet rooms.~~

~~—Exceptions:~~

~~1. When outdoor temperature is below the winter outdoor design temperature for the locality, maintenance of the minimum room temperature shall not be required provided that the heating system is operating at its full design capacity. The winter outdoor design temperature for the locality shall be as indicated in the Michigan Plumbing Code.~~

~~2. In areas where the average monthly temperature is above 30° F (-1° C) a minimum temperature of 65° F (18° C) shall be maintained.~~

~~—Add 702.5 Emergency escape. Emergency escape and rescue openings shall be provided and installed in accordance with this Code, as follows:~~

~~702.5.1 Emergency escape and rescue openings for existing rental dwellings shall be provided and installed in accordance with the Michigan Rehabilitation Code for Existing Buildings.~~

702.5.2 Emergency escape and rescue openings for each dwelling added to the housing licensing program after the adoption date of this Code shall be provided and installed in accordance with the Michigan Residential Building Code.

Add 703.3 Under-stair protection. Enclosed accessible spaces under stairs shall have the walls, under stair surface and any soffit protected on the enclosed side with minimum 1/2 inch gypsum wallboard, taped and finished. Use of under stair storage areas, which pose difficulty for compliance with this Code, shall be discontinued and permanently sealed from future use. Under stair mechanical areas, which pose difficulty for compliance with this Code, may be protected by the installation of domestic water sprinkler head(s) to completely protect the area.

Add 703.4 Separation required. Each dwelling subject to this Code with attached garage or storage areas shall have a fire separation extending the full width and height of the common wall(s) with the living portion of the structure. All separations shall be designed and installed in accordance with the Michigan Residential Building Code. If the living space of the structure is located above a garage space, the common floor/ceiling between the two spaces shall be separated in accordance with the garage separation section of this and all applicable codes. Fire resistance-rated floor-ceiling and wall assemblies shall extend to and be tight against the exterior wall, and wall assemblies shall extend tight to and be sealed to the underside of the roof sheathing.

Amend 704.2 Smoke alarms. Each dwelling added to the housing licensing program after the adoption date of this Code shall have smoke alarms installed in accordance with the Michigan Residential Building Code. Dwellings licensed on or before the adoption date of the Code shall comply with State of Michigan law as amended for the Michigan Building Code (R408.30446), the Michigan Residential Building Code (R408.30546) and the Michigan Rehabilitation Code (R408.30566). In addition, existing buildings constructed after November 6, 1974, that do not comply with state law shall conform to state law when battery operated smoke alarms expire. Finally, when any new smoke alarm is installed in any dwelling licensed under this Code after this date, the smoke alarm shall comply with the following provisions:

704.2.1 A smoke alarm shall receive its primary power from the building wiring (provided that such wiring is served from a commercial source) and shall be equipped with a back-up battery.

704.2.2 A smoke alarm shall be sealed and have a non-removable, non-rechargeable battery which will last ten (10) years.

~~704.3~~

~~704.4~~

Add 704.5 Early detection with elevated sleeping surfaces. Sleeping rooms or areas with elevated sleeping surfaces such as bunk beds or lofts shall require the installation of a smoke detector in said sleeping room. It shall be the responsibility of the provider of the loft or bunk to provide a smoke detector that is sealed and has a non-removable, non-rechargeable battery that is

capable of operating the smoke alarm in the normal condition for a life of at least 10 years. This smoke detector must be mounted on the ceiling surface in accordance with manufacturers requirements.

~~—Add—704.6 Smoke alarm maintenance. Smoke alarms shall be maintained in good working condition and shall be replaced in accordance with the manufacturer's recommendations and the detector listing. Smoke alarms shall be maintained free of accumulations of dirt, dust and other materials that may impede operation. Covers shall be maintained on all alarm units for proper testing.~~

~~(Ord. 927, passed 5-14-07; Am. Ord. 1017, passed 10-12-16) Penalty, see § 152.999~~

§ 152.008 HOUSING LICENSE APPLICATION; FEE.

(A) No person shall occupy a dwelling subject to this Code unless a current, unrevoked housing license has been issued by the Fire Official, or designee, for the specific named dwelling.

(B) No person shall operate or permit occupancy of a dwelling subject to this Code unless a current, unrevoked housing license has been issued by the Fire Official, or designee, for the specific dwelling in the name of the owner.

(C) No person who manages a property on behalf of an owner shall permit occupancy of a dwelling subject to this Code unless a current, unrevoked housing license has been issued by the Fire Official, or designee, for the specific dwelling in the name of the owner.

(D) The following shall apply to the issuance of any housing license:

(1) Application for a housing license or for renewal shall be made in writing by the owner to the Fire Official, on forms furnished by the Fire Official, and shall be accompanied by an inspection fee established pursuant to division (E) below. The owner's signature is required on the form.

(a) If after inspection(s) by the Fire Official, or designee, the dwelling is found to be in accordance with all provisions of this Code, and all applicable fees have been paid, a housing license will be issued.

(b) An initial housing license shall be valid for a period of one year from the date of issuance (unless sooner revoked). Any successive renewal of the housing license shall be valid for a one-year period from the date of expiration of the initial or any successive license renewal, except the Fire Official is authorized, for the initial housing license issued for a dwelling, to issue the housing license for a period of up to one year and nine months for the purpose of adjusting the time when such housing license expires.

(2) A violation of this Code shall not prevent the issuance of a housing license, unless the Fire Official determines existing conditions constitute either: (a) a hazard to the health, safety, or welfare of those who may occupy the dwelling; or (b) a hazard to the health, safety, or welfare of the community.

(3) Applicants shall designate in writing with each application or renewal, an agent upon whom service or notice under this Code and service or process for violation of this Code may be

made in the absence of the owner. The agent designated must reside in the county to receive such notice. This designated agent must give written approval for the use of his/her name as the designated agent. A violation of this section is a misdemeanor MUNICIPAL CIVIL INFRACTION

(4) Every person holding a housing license shall provide in the written lease a provision that the tenant or roomer will allow the Fire Official, or his/her designee, access to the dwelling and/or dwelling unit for the purpose of inspection required as a prerequisite to granting or renewal of a housing license, or for the purpose of investigating a complaint.

(5) No housing license is transferable to another dwelling, and each person issued a housing license shall give notice in writing to the Fire Official within seven days after having conveyed title, or assigned, transferred, or otherwise disposed of legal control of any licensed dwelling. Such notice shall include the name and address of persons succeeding to the ownership or control of such dwelling, and to whom the housing license is to be transferred. Within ten days of any transfer of ownership, the assigned shall comply with division (D)(3) above.

(6) Application for the renewal of a housing license shall be made at least 30 days prior to the expiration date of the existing housing license. Late applications will be charged a late fee.

(7) A record of all housing licenses issued shall be kept on file in the offices of the Fire Official, and copies will be furnished upon request. The Commission shall set this fee by resolution from time to time.

(E) Housing license fees shall be set by resolution of the Commission.

(Ord. 927, passed 5-14-07; Am. Ord. 966, passed 4-25-11; Am. Ord. 1022, passed 3-27-17)
Penalty, see § 152.999

§ 152.009 TEMPORARY LICENSE.

The Fire Official may issue a temporary housing license for all or part of a dwelling in the process of erection or alteration if the dwelling or part thereof to be occupied complies with the provisions of this Code. No temporary housing license may be issued for longer than six months, and no temporary housing license shall be effective more than five days after the erection or alteration of the dwelling is completed.

(Ord. 927, passed 5-14-07)

§ 152.010 ENFORCEMENT.

(A) General. The Fire Official shall enforce the provisions of this Code.

~~(B) Inspections. The Fire Official, or designee, shall make all required inspections, or shall accept reports of inspection by approved agencies or individuals. All reports of such inspections shall be in writing and be certified by a responsible Officer of such approved agency or by the responsible individual. The Fire Official is authorized to engage such expert opinion as deemed necessary to report upon unusual technical issues that arise.~~

~~(C) Right of entry. The Fire Official, or designee, is authorized to enter all buildings or structures subject to this Code at reasonable times in order to inspect the buildings or structures,~~

~~subject to constitutional restrictions on unreasonable searches and seizures. If entry is refused or not obtained, the Fire Official is authorized to pursue recourse as provided by law.~~

(Ord. 927, passed 5-14-07)

§ 152.011 HOUSING BOARD OF APPEALS.

(A) Creation. A Housing Board of Appeals is hereby created to provide a reasonable interpretation of the provisions of this Code and to give relief where unnecessary hardship would result from carrying out the strict letter of this Code. The duty of the Board shall be to consider appeals from decisions of officials charged with the enforcement of this Code and to determine in particular cases whether any deviation from the strict enforcement of this Code will violate the intent of this Code or jeopardize the public health, safety and welfare.

(B) Membership and appointment. The Building Fire and Sanitary Sewer Board of Appeals shall perform the duties of the Housing Board of Appeals.

(C) Public meetings.

(1) The Housing Board of Appeals shall meet in a fixed place, and all meetings shall be open to the public.

(2) When an appeal has been properly filed and is to be considered, the Housing Board of Appeals shall give at least ten days' notice of the time and place of the hearing in a daily newspaper of general circulation in the city. The Housing Board of Appeals shall also give five days' notice by personal service or by mail to the applicant, and Fire Official, and, when an appeal applies to the condition or appearance of the outside of a building or to conduct by an occupant which the Housing Board of Appeals reasonably believes may adversely impact neighboring properties, to any person to whom real property is assessed that is within 100 feet of the premises of the appeal, and such notice will be addressed to the respective owners at the address given on the last assessment roll. Any party may appear at such hearings in person or by agent.

(D) Rules, minutes and records. The Housing Board of Appeals shall adopt its own rules or procedure and keep a record of its proceedings, showing the action of the Board. Such records shall be considered public records.

(E) Appeal cases. Any person affected by any notice and order which has been issued in connection with the enforcement of this Code who has not otherwise been offered a hearing under this Code may request and shall be granted a hearing on the matter before the Housing Board of Appeals, provided that such person shall file in the office of the Fire Official a written petition requesting such hearing and setting forth the name, address, and phone number of the petitioner and a brief statement of the grounds for such hearing. Petition shall be filed within ten days after the day the notice of order is served. Upon receipt of such a petition, the Fire Official shall set a time for the hearing before the Housing Board of Appeals and shall give the petitioner written notice thereof.

(F) Fee for appeal cases. A fee shall be paid to the City Treasurer before filing a petition as set forth in division (E) above. The Commission shall set this fee by resolution.

(G) Stay of order. Any determination made by the Fire Official which is appealed to the Housing Board of Appeals under division (E) above shall be stayed until a disposition of the appeals is made by the Housing Board of Appeals.

(H) Action of Board. After a hearing, the Housing Board of Appeals shall sustain, modify, or withdraw the notice and order depending upon its findings. If it clearly appears that, by reason of special conditions, undue hardship would result from the strict application of any section of this Code, the Housing Board of Appeals may permit a variance from the mandatory provisions thereof in such a manner that the public safety shall be secured, substantial justice done, and the spirit of the provisions of this Code upheld. All decisions to permit a variance under this section shall be by a majority vote of the total membership of the Board, excluding the alternate member.

(Ord. 927, passed 5-14-07)

§ 152.012 DETERMINATION AND NOTICE OF VIOLATION.

(A) If upon inspection the Fire Official finds a violation of this Code, he/she shall issue a notice and order directed to the owner of record ~~in accordance with the 2021 International Property Maintenance Code. -stating the date of inspection, the name of the inspector, the nature of the violation, and the time within which the correction shall be completed.~~

(B) A violation which is determined by the Fire Official to constitute a hazard to health or the occupants or the community as a whole, shall be ordered corrected within the shortest reasonable time, and notice of having begun compliance shall be given to the Fire Official by the owner within 48 hours. All other violations shall be corrected within 30 calendar days from the date of notice.

(C) At the end of the period of time the Fire Official has allowed for the correction of any violation notice as provided, the Fire Official shall reinspect the licensed dwelling, and if he/she determines that the conditions requiring corrections set forth in the notice sent have not been corrected, the Fire Official may issue an order notifying the owner of the continuing violation(s) and schedule a hearing to suspend the housing license ~~under the procedure as outlined in the 2021 International Property Maintenance Code.~~

~~— (1) The hearing will be held before the Building Official, the Department of Public Works Director, and the Planning and Economic Development Director.~~

~~— (2) Notice of the continuing violation(s) and the date and place of the hearing will be provided to the owner at least five days before the hearing.~~

~~— (3) At the hearing, the Fire Official, or designee, shall present evidence to establish that a violation of the Code exists.~~

~~— (4) The owner shall have the right to present evidence and ask questions of the Fire Official, or designee.~~

~~— (5) The Fire Official, or designee, shall have the right to ask questions of the owner.~~

~~— (6) The hearing panel shall determine, by a preponderance of the evidence, if a violation of the Code exists and if the housing license is suspended.~~

~~(7) Within seven days after the hearing, the hearing panel shall present a written decision to the Fire Official and the owner.~~

(D) Any person whose housing license under this section has been suspended shall be entitled to an appeal to the Housing Board of Appeals. If no appeal is properly presented within 21 days following the issuance of the order of suspension, the housing license shall be revoked except that if prior to the revocation of the housing license any person whose housing license has been ordered suspended may request reinspection, upon a showing that the violation or violations cited in the notice have been corrected.

(E) If, upon reinspection pursuant to the request of the person whose housing license has been ordered suspended but not yet revoked, the Fire Official finds the dwelling in connection with which notice was issued is now in compliance with this Code and with applicable rules and regulations issued pursuant thereto, he/she shall reinstate the housing license. A request for reinspection shall not extend the suspension period.

(F) If an appeal to the Housing Board of Appeals is taken, and if the Housing Board of Appeals does not reverse the decision, the housing license shall be revoked within ten days following the denial of the appeal by the Housing Board of Appeals.

(G) If an owner or occupant fails to comply with an order of suspension which has not been appealed, or which the Housing Board of Appeals has sustained, the Fire Official or his/her agent may take action to abate or enjoin the violation and enforce the provisions of this Code.

(H) When an uncorrected violation creates an imminent danger to the health and safety of the occupants of the dwelling or premises, the city may file an action seeking a preliminary injunction or other temporary relief appropriate to remove such danger during the pendency of any action.

§ 152.013 NOTICE.

(A) Service and terms. All notices shall be in writing and shall be deemed given when one of the following is done:

(1) Personal service.

(2) A copy of such notice is sent by certified mail, postage prepaid, return receipt requested.

(3) If no address so appears nor is known to the Fire Official, a copy of the notice shall be mailed to the owner at the address of the building or structure and a copy of the notice and order shall be posted in a conspicuous place on the building or structure.

(4) Service by certified mail in the manner herein provided shall be effective on the date of mailing; proof of service of the notices and the manner of such service shall be made by affidavit sworn to by the person affecting such service, declaring time, date, and the manner in which the service was made. The affidavit, together with any receipt for mailing and any receipt card returned in acknowledgment of receipt by certified mail, shall be affixed to the copy of the notice retained by the Fire Official.

(B) Notice. The failure of any person to receive notice as provided for above shall not affect the validity of any proceedings taken under this Code.

§ 152.999 PENALTY.

(A) Except as provided in the sections above, any person violating a provision of this Code shall be responsible for a municipal civil infraction and subject to a fine set by the court.

(B) Fines for permitting occupancy of unlicensed dwellings, in violation of divisions (B) and (C) of § 152.008, shall be as follows:

(1) First offense \$50.

(2) Second offense, or offense by an individual who knew or should have known about the city's housing licensing requirements. An individual who owns, manages, or is an employee or principal of an entity that owns or manages a licensed rental dwelling in the city is presumed to know about the city's licensing requirements
\$2,500.

(3) Each subsequent offense \$5,000.

Section 4. Publication and Effective Date. The City Clerk will cause to be published a notice of adoption of this ordinance within 10 days of the date of its adoption. This ordinance will take effect 30 days after its adoption.

YEAS: Commissioner(s) _____
NAYS: Commissioner(s) _____
ABSTAIN: Commissioner(s) _____
ABSENT: Commissioner(s) _____

CERTIFICATION

As the City Clerk of the City of Mount Pleasant, Isabella County, Michigan, I certify this is a true and complete copy of an ordinance adopted by the Mount Pleasant City Commission at a regular meeting held on _____, 2023.

Date: _____, 2023

Amy Perschbacher, Mayor

Date: _____, 2023

Heather Bouck, City Clerk

Introduced: _____, 2023

Adopted: _____, 2023

Published: _____, 2023

Effective: _____, 2023

85714:00004:7049559-1

**CITY COMMISSION
CITY OF MOUNT PLEASANT**

Isabella County, Michigan

Commissioner _____, supported by Commissioner _____, moved for adoption of the following ordinance:

ORDINANCE NO. _____

**AN ORDINANCE AMENDING CITY CODE REGARDING INTERNATIONAL
PROPERTY MAINTENANCE CODE**

IT IS HEREBY ORDAINED BY THE PEOPLE OF THE CITY OF MOUNT PLEASANT:

Section 1. Amendment of Chapter 96 of City Code.

The City of Mount Pleasant hereby amends chapter 96 of the City Code entitled "Nuisances" is hereby amended to remove section 96.02 titled "Dangerous Structures Prohibited" in its entirety.

Section 2. Amendment of Chapter 150 of City Code.

The City of Mount Pleasant hereby amends chapter 150 of the City Code entitled "Building Regulations" to as follows:

Section 150.30 shall be amended to read, in its entirety, as follows:

§150.30 ADOPTION OF 2021 INTERNATIONAL PROPERTY MAINTENANCE CODE

The city hereby adopts by reference the 2021 International Property Maintenance Code issued by International Code Council, Inc., except those sections otherwise deleted or amended by the City Code.

Sections 150.32 entitled "Definitions" and 150.34 entitled "Exterior and Maintenance Requirement of Property" shall be removed in their entirety.

Section 150.36 entitled "Appeals" shall be amended to read, in its entirety, as follows:

§150.30 APPEALS

Any person issued a notice or municipal civil infraction pursuant to this subchapter may appeal to the Building, Fire, and Sanitary Sewer Board of Appeals or its designee.

Section 3. Amendment of Chapter 152 of City Code.

The City of Mount Pleasant hereby amends chapter 152 of the City Code entitled "Housing Licensing Code" to read, in its entirety, as follows:

§ 152.001 TITLE.

This code shall be known as the “Housing Licensing Code” and may be cited as such, and will be referred to herein as “this Code.”

§ 152.002 PURPOSE.

The purpose of this Code is to provide minimum requirements for the health, safety and welfare of the general public and the owners and occupants of certain residential buildings.

§ 152.003 SCOPE.

(A) Application. This Code shall apply to all rented or leased buildings, including manufactured homes, or any portions thereof, that are used or intended to be used for human habitation as a two-family dwelling, a multi-family dwelling, a rooming dwelling, a boarding dwelling, a lodging dwelling, or a hotel or motel. This Code shall also apply to single-family dwellings which are leased or rented by the owner for more than 180 days during any 12-month period. In addition, if a building that is licensed under this Code but does not comply with all of the provisions of the Code is thereafter unlicensed for one year or more, the building must thereafter comply with this Code before it acquires a new license.

(B) Alterations. Existing licensed buildings that are subject to this Code, but that do not comply with this Code shall, at the time of alteration or repair, and with respect to this new work, be altered or repaired to conform to this Code, the City Building Code (Chapter 150 of the Code of Ordinances), and the laws of the state of Michigan.

(C) Relocation. Buildings which are moved or relocated shall be considered new buildings and shall comply with all of the requirements of this Code.

(D) Exception. This Code shall not apply to a single-family dwelling that is leased or rented for less than 180 days annually if the owner of the single-family dwelling receives a principle home exemption from the city, and the owner resides at least 180 days in the dwelling during the annual time period in which the dwelling is leased or rented.

(E) Severability. If a section, subsection, sentence, clause or phrase of this Code is, for any reason, held to be unconstitutional or a violation of the laws of the State of Michigan, such decision shall not affect the validity of the remaining portions of this Code.

§ 152.004 DEFINITIONS.

The definitions in Chapter 2 of the 2021 Edition of the International Property Maintenance Code are adopted as part of this Code. The following definitions shall also apply unless the context clearly indicates or requires a different meaning.

~~BOARDING DWELLING. A rooming dwelling where meals are provided.~~

~~BUILDING, EXISTING. A building constructed prior to this Code or one which was built pursuant to a valid building permit.~~

~~CEILING HEIGHT. The clear vertical distance from finished floor to the finished ceiling.~~

DESIGNATED AGENT. A person, firm or corporation acting on behalf of, representing, or caring for the property on behalf of the owner.

~~DWELLING. A building including manufactured homes, used in whole or in part for human habitation.~~

DWELLING: a Building used in whole or part for human habitation. Dwellings are divided into the following categories:

1. Dwelling, One-Family: a Building used exclusively or designed for one-family occupancy.
2. Dwelling, Two-Family: a Building used exclusively or designed for the occupancy of two individual families living independently of each other.
3. Dwelling, Multiple-Family: a Building containing three or more Dwelling Units.
4. Dwelling, Rooming: a Building containing one or more Dwelling Units that is approved for use by three or more Persons, not meeting the definition of a Family, per Dwelling Unit. This is also known as a Rooming House.
5. Dwelling, Boarding: a Rooming Dwelling where meals are provided.
6. Dwelling, Registered Student Organization: a Building or Rooming Dwelling used to house three or more unrelated individuals, which is owned, rented, leased or purchased by or on behalf of a student organization registered by the Central Michigan University Office of Student Life, in the name of:
 - a. the Registered Student Organization;
 - b. a housing corporation or partnership affiliated with the registered organization; or
 - c. one or more members of the Registered Student Organization (RSO) when membership in the RSO is required to live at the Rooming Dwelling and/or the Rooming Dwelling is identified by Signs or other symbols as being affiliated with the RSO.

~~—EXIT. A continuous and unobstructed means of egress to a public way, and shall include intervening doorways, corridors, ramps, stairways, smoke-proof enclosures, horizontal exits, exit courts, and yards.~~

FAMILY OR FUNCTIONAL FAMILY as defined UNDER THE CITY'S ZONING ORDINANCE ~~as one of the following:~~

~~(1) One or more persons related by blood, marriage, adoption or guardianship, plus not more than one person not so related, living as a single housekeeping unit in all zoning districts of the city.~~

~~—(2) Two persons plus their offspring living as a single housekeeping unit in all residential zoning districts in the city.~~

~~—(a) One professional caregiver such as a nurse, nanny, physical therapist, and the like, caring for either of the persons or their offspring may also reside in the dwelling.~~

~~—(b) OFFSPRING means descendants, including biological offspring, adopted children, foster, and legal wards.~~

~~—(3) A functional family living as a single housekeeping unit which has received a permit pursuant to the Mount Pleasant Zoning Ordinance.~~

FIRE OFFICIAL. The duly appointed city Fire Official or a regularly authorized assistant.

~~FUNCTIONAL FAMILY. A group of people plus their offspring having a relationship which is functionally equivalent to a family. The relationship must be of a permanent and distinct character with a demonstrable and recognizable bond characteristic of a cohesive unit.~~

~~FUNCTIONAL FAMILY does not include any society, club, fraternity, sorority, association, lodge, organization or group of students or other individuals where a common living arrangement or basis for establishment of a housekeeping unit is temporary.~~

~~GOOD REPAIR. Suitable general condition after repair.~~

GUEST ROOM. Any room or rooms used, or intended to be used by a guest which is a person sharing a rooming or dwelling unit in a non-permanent status for not more than 72 hours, for sleeping purposes. Every 100 square feet of superficial floor area in a dormitory is a guest room.

~~HABITABLE ROOM. Any room meeting the requirements of this Code for sleeping, living, cooking or dining purposes excluding such enclosed places as closets, pantries, bath or toilet rooms, service rooms, connecting corridors, laundries, foyers, storage spaces, unfinished attics, utility rooms, cellars and similar spaces.~~

HOTEL: an establishment where short-term Lodging is offered for compensation and Lodging units are accessed from interior hallways.

MOTEL: an establishment where short-term Lodging is offered for compensation and one or more Lodging units ae access by exterior doors opening directly to the exterior Parking Areas, Passageways, or the outdoors.

~~HOTEL and MOTEL. A building containing six or more guest rooms used for the accommodation of transient guests, whether rented or hired out to be occupied or are occupied for sleeping purposes by guests whether rent is paid in money, goods, labor, or otherwise. If used or intended to be used or designed primarily for accommodation of transient or non-transient guests, the designation given by the owner (such as hotel, motel, motor inn, or similar) may (but is not required) be used in determining its classification. It does not include any jail, hospital, or institution in which human beings are housed and detained under legal restraint.~~

~~HUMAN HABITATION. Living quarters used by people whether for a portion of a day or longer, containing certain provisions for sleeping and may include provisions for living, cooking, dining, and sanitation.~~

~~MANUFACTURED HOME. (Refer to the Michigan Residential Code Definitions)A structure, transportable in one or more sections, which, in the traveling mode, is eight body ft. (2.4 m) or more in width or 40 body ft. (12.2 m) or more in length or, when erected on site, is 320 ft² (29.7 m²) or more and which is built on a permanent chassis and designed to be used as a dwelling,~~

~~with or without a permanent foundation, when connected to the required utilities, and includes plumbing, heating and electrical systems contained therein; except that such terms shall include any structure which meets all the requirements of this paragraph except the size requirements and with respect to which the manufacturer voluntarily files a certification required by the regulatory agency. Calculations used to determine the number of square feet in a structure are based on the structure's exterior dimensions, measured at the largest horizontal projections when erected on-site. These dimensions include all expandable rooms, cabinets, and other projections containing interior space, but do not include bay windows.~~

~~MULTI FAMILY DWELLING. A building containing three or more dwelling units.~~

~~—OCCUPANT. A person residing in a rented or leased building to which this Code applies.~~

~~—OWNER. The record title owner of a parcel that is the site of a rented or leased building to which this Code applies.~~

~~—ROOMING DWELLING. A building containing one or more units that is approved for use by three or more persons, not meeting the definition of a family, per dwelling unit. This is also known as a ROOMING HOUSE.~~

~~SUPERFICIAL FLOOR AREA. Is the net floor area within the enclosing walls of the room in which the ceiling height is not less than five feet excluding built-in equipment such as wardrobes, cabinets, kitchen units, or fixtures.~~

~~TWO FAMILY DWELLING. A building used exclusively or designed for occupancy of two individual families living independently of each other.~~

§ 152.005 RESPONSIBILITIES OF OWNERS.

Every owner shall comply with the following provisions:

(A) At the time a new tenant occupies a vacant dwelling unit, the new tenant shall be provided with a clean, healthful and safe dwelling unit, free of visible mold and mildew.

(B) Maintain the public or shared areas of a dwelling or the premises in a clean, safe, and sanitary condition.

(C) Maintain in good repair every dwelling and premises and all parts thereof, including, but not limited to, plumbing, heating, ventilating, and electrical systems, and the interiors and exteriors of dwellings and dwelling units.

(D) Maintain all fixtures, furniture, and furnishings that are furnished by the owner in a safe condition and in good repair.

(E) Display in a conspicuous place in the common way of the dwelling or dwelling unit a copy of the housing license or attach a copy of the then current housing license to the lease at the time of execution of the lease, or include the following provision in the lease:

The City of Mt. Pleasant regulates rental properties within the city. Your Landlord will provide you a copy of the current housing license for your property without charge upon your

written request to the Landlord. You may also acquire a copy of the current housing license for your property by contacting the Mt. Pleasant Fire Department at 989-779-5100.

(F) Include within the terms of every written lease the provisions set forth in § 96.04.

(G) Cooperate with and assist the city in the enforcement of § 96.04.

(H) An owner or agent shall not allow a dwelling unit to be occupied by more persons than such dwelling unit is licensed for or allow any portion of the dwelling unit to be occupied in such a manner that any of the provisions of this Code are violated.

(I) Repairs, maintenance work, alterations or installations which are caused directly or indirectly by the enforcement of this Code shall be executed and installed in a workmanlike manner and installed in accordance with the manufacturer's installation instructions.

(J) Equipment, systems, devices and safeguards required by this Code or a previous regulation or Code under which the building was constructed, altered or repaired shall be maintained in good working order. No owner, operator or occupant shall cause any service, facility, equipment or utility which is required by applicable law to be removed from or shut off for any occupied dwelling or dwelling unit, except for such temporary interruption as necessary while repairs or alterations are in progress. The requirements of this Code are not intended to provide the basis for removal or abrogation of fire protection and safety systems and devices in existing buildings.

(K) All water leaks shall be properly repaired.

(L) All locations within the building for which the Landlord is responsible for under the lease, shall be kept free of visible mold and mildew.

(M) Comply with other applicable provisions of this Code.

(N) Owners shall provide tenants with all applicable City requirements for vehicle parking.

§ 152.006 RESPONSIBILITIES OF OCCUPANTS.

Every occupant shall cooperate with and assist the owner to keep and maintain the building, dwelling unit and premises to meet the minimum requirements of this Code. In addition:

(A) Every occupant shall notify the owner or his/her agent in writing of any water leaks or of any condition believed to be in violation of this Code which directly affects the dwelling unit within a reasonable time of discovery of any leaks or condition.

(B) Every occupant may at any time notify the Fire Official of any condition believed to be in violation of this Code.

(C) Every occupant shall properly use all facilities, including bathroom and kitchen facilities, and shall maintain them in a manner that is sufficiently clean and sanitary so as not to place other occupants within that building at risk for safety or health reasons.

(D) An occupant shall not sublet or allow any portion of the dwelling unit to be occupied in such a manner that any of the provisions of this Code are violated.

(E) Every occupant shall properly use the designated parking area provided by the applicable lease and shall not park across sidewalks or lawns.

(F) Occupants of any dwelling unit shall be responsible jointly and/ or severally for any violation of this section of this Code.

(G) Every occupant shall assist the owner and cooperate with the City in compliance with and enforcement of the § 96.04.

(H) Occupants shall not place any article of furniture and/ or an appliance manufactured for and intended primarily for indoor use out of doors, in yards, on open porches, or patios.

(I) No occupant of any dwelling unit or building shall cause intentional destruction nor allow the intentional destruction by others to the dwelling unit or building or any part thereof.

(J) No occupant shall access, nor permit access by others, to the rooftop of any structure. Exception: access by property maintenance personnel shall be permitted for necessary repairs.

(K) Every occupant shall properly use all facilities and maintain them in a clean and sanitary manner free of excessive accumulations of waste product or clutter, unwashed clothing and unclean dishware or cookware. All areas for which the tenant is responsible for under the lease, shall be kept free of visible mold or mildew.

(L) No occupant of any dwelling unit or building shall allow any refuse, debris or other substance to accumulate in the dwelling unit or building or any other area, which said occupant has use or possession thereof, which puts other occupants of that building at risk for health or safety reasons.

(M) Occupants shall comply with all applicable parking requirements of the City including, but not limited to parking permit requirements.

§ 152.007 REFERENCED CODES AND STANDARDS.

The city hereby adopts by reference the 2021 International Property Maintenance Code issued by International Code Council, Inc., except those sections otherwise deleted or amended below and otherwise in this Code:

~~—Chapters 3 through 8 of the 2012 edition of the International Property Maintenance Code are hereby adopted as part of this Code and shall apply to all buildings subject to the Code except as added, amended or deleted, as follows:~~

~~—Add 301.4 Owner-occupied rental. Owner-occupied portions of residential dwelling buildings shall be inspected annually to insure that a non-owner occupant of that residential dwelling building will not be subject to risk because of safety or sanitary conditions existing in the owner-occupied portion of the residential dwelling building.~~

Add 301.5 New rental properties. Each dwelling added to the housing licensing program after the adoption date of this Code, shall be considered as new construction with respect to fire resistance rate construction, fire protection systems and means of egress and shall comply with all sections of this Code and all other applicable codes.

Amend 302.4 Weeds. The regulation of noxious weeds shall be enforced in accordance with Section 96.05 of the Mt. Pleasant Code of Ordinances, entitled Lawn Maintenance; Height; Removal of Noxious Weeds.

Amend 304.14 Insect screens. Every door, window and other outside opening required for ventilation (see § 403.1) of habitable rooms, food preparation areas, food service areas or any area where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored, shall be supplied with approved tightly fitting screens of not less than 16 mesh per inch (16 mesh per 25 mm) and every swinging screen or storm door shall have a self-closing device in good working condition.

~~—Amend 304.18.1 Doors. Each dwelling added to the housing licensing program after the adoption date of this Code, shall provide all doors providing access to a dwelling unit that is rented, leased or let shall be equipped with a deadbolt lock meeting specifications set forth herein. Such deadbolt locks shall be operated only by the turning of a knob or a key and shall have a lock throw of not less than one inch. For the purpose of this section, a sliding bolt shall not be considered an acceptable deadbolt lock. Such deadbolt locks shall be installed according to manufacturer's specifications and maintained in good working order. All deadbolt locks required by this section shall be designed and installed in such a manner so as to be operable inside of the dwelling unit without the use of a key, tool, combination thereof or any other special knowledge or effort.~~

~~—Add 304.18.4 Room security. Each rooming dwelling added to the housing licensing program after the adoption date of this Code, shall have positive latching, lockable door hardware, on each sleeping room.~~

~~—Delete 308.2.1~~

~~—Delete 308.3.1~~

~~—Delete 308.3.2~~

Add 308.4 Garbage facilities shall be constructed and maintained in compliance with the City of Mt. Pleasant zoning requirements and Chapter 50 of the City Code of Ordinances.

Add 308.5 Occupant responsibility. Occupants of all dwellings are required to comply with Chapter 50 of the City Code of Ordinances.

~~—Amend 403.1 Habitable spaces. Every habitable space shall have at least one openable window. The total openable area of the window in every room shall be equal to at least 45 percent of the minimum glazed area required in Section 402.1.~~

~~———Exception: Where rooms and spaces without openings to the outdoors are ventilated through an adjoining room, the unobstructed opening to the adjoining room shall be at least 8 percent of the floor area of the interior room or space, but not less than 25 square feet (2.33 m²). The ventilation openings to the outdoors shall be based on a total floor area being ventilated.~~

~~———Exception: Where rooms and spaces without openings to the outdoors comply with the Michigan Residential Code for light and ventilation in habitable rooms.~~

~~—Add 403.6 Sleeping rooms with two doors. Sleeping rooms with an exterior door in lieu of a window, shall be provided with a screen door at the exterior for ventilation.~~

Add 404.3.2 Elevated sleeping surface. Lofts, bunk beds or other elevated sleeping surfaces shall be installed not closer than 30 inches from the top of the sleeping surface to the ceiling of the room. Lofts, bunk beds or other elevated sleeping surfaces shall not block any opening or window that is a required means of egress by any applicable code.

Amend 404.3 Minimum ceiling heights for rentals added to the housing licensing program after the adoption date of this code. Habitable spaces, hallways, corridors, laundry areas, bathrooms, toilet rooms and habitable basement areas may be approved to be less than 7 feet if the following conditions are met:

1. Ceiling height shall not be less than 6 feet 8 inches and the ceiling must be at least 3 feet 6 inches in width at that height across the length of the room.

~~——— 2. Bedrooms must have at least one window which meets the current minimum egress size requirements of the local adopted building code.~~

~~——— 3. The smoke detectors must meet the minimum requirements of the local adopted building code.~~

~~——— 4. In habitable spaces where the ceiling height is less than 8 feet, ceiling paddle fan blades shall have a clearance height of 7 feet to the floor.~~

~~—Delete Exceptions to Section 404.3~~

~~—Amend 404.4.2 Access from bedrooms. Each dwelling added to the housing licensing program after the adoption date of this Code shall not have bedrooms which constitute the only means of access to other bedrooms or habitable spaces and shall not serve as the only means of egress from other habitable spaces.~~

~~—Add 404.8 Minimum floor area. Each dwelling subject to this Code shall have the minimum number of square feet of total floor area as set forth in Chapter 154 of the City Code of Ordinances, except as provided in § 154.007.~~

~~—Amend 602.3 Heat Supply. Heat shall be supplied so as to maintain a minimum temperature of 68° F (20°) in all habitable rooms, bathrooms, and toilet rooms.~~

~~——— Exceptions:~~

~~——— 1. When outdoor temperature is below the winter outdoor design temperature for the locality, maintenance of the minimum room temperature shall not be required provided that the heating system is operating at its full design capacity. The winter outdoor design temperature for the locality shall be as indicated in the Michigan Plumbing Code.~~

~~——— 2. In areas where the average monthly temperature is above 30° F (1° C) a minimum temperature of 65° F (18° C) shall be maintained.~~

~~—Add 702.5 Emergency escape. Emergency escape and rescue openings shall be provided and installed in accordance with this Code, as follows:~~

~~702.5.1 Emergency escape and rescue openings for existing rental dwellings shall be provided and installed in accordance with the Michigan Rehabilitation Code for Existing Buildings.~~

702.5.2 Emergency escape and rescue openings for each dwelling added to the housing licensing program after the adoption date of this Code shall be provided and installed in accordance with the Michigan Residential Building Code.

Add 703.3 Under-stair protection. Enclosed accessible spaces under stairs shall have the walls, under stair surface and any soffit protected on the enclosed side with minimum 1/2 inch gypsum wallboard, taped and finished. Use of under stair storage areas, which pose difficulty for compliance with this Code, shall be discontinued and permanently sealed from future use. Under stair mechanical areas, which pose difficulty for compliance with this Code, may be protected by the installation of domestic water sprinkler head(s) to completely protect the area.

Add 703.4 Separation required. Each dwelling subject to this Code with attached garage or storage areas shall have a fire separation extending the full width and height of the common wall(s) with the living portion of the structure. All separations shall be designed and installed in accordance with the Michigan Residential Building Code. If the living space of the structure is located above a garage space, the common floor/ceiling between the two spaces shall be separated in accordance with the garage separation section of this and all applicable codes. Fire resistance-rated floor-ceiling and wall assemblies shall extend to and be tight against the exterior wall, and wall assemblies shall extend tight to and be sealed to the underside of the roof sheathing.

Amend 704.2 Smoke alarms. Each dwelling added to the housing licensing program after the adoption date of this Code shall have smoke alarms installed in accordance with the Michigan Residential Building Code. Dwellings licensed on or before the adoption date of the Code shall comply with State of Michigan law as amended for the Michigan Building Code (R408.30446), the Michigan Residential Building Code (R408.30546) and the Michigan Rehabilitation Code (R408.30566). In addition, existing buildings constructed after November 6, 1974, that do not comply with state law shall conform to state law when battery operated smoke alarms expire. Finally, when any new smoke alarm is installed in any dwelling licensed under this Code after this date, the smoke alarm shall comply with the following provisions:

704.2.1 A smoke alarm shall receive its primary power from the building wiring (provided that such wiring is served from a commercial source) and shall be equipped with a back-up battery.

704.2.2 A smoke alarm shall be sealed and have a non-removable, non-rechargeable battery which will last ten (10) years.

~~704.3~~

~~704.4~~

Add 704.5 Early detection with elevated sleeping surfaces. Sleeping rooms or areas with elevated sleeping surfaces such as bunk beds or lofts shall require the installation of a smoke detector in said sleeping room. It shall be the responsibility of the provider of the loft or bunk to provide a smoke detector that is sealed and has a non-removable, non-rechargeable battery that is

capable of operating the smoke alarm in the normal condition for a life of at least 10 years. This smoke detector must be mounted on the ceiling surface in accordance with manufacturers requirements.

~~—Add 704.6 Smoke alarm maintenance. Smoke alarms shall be maintained in good working condition and shall be replaced in accordance with the manufacturer's recommendations and the detector listing. Smoke alarms shall be maintained free of accumulations of dirt, dust and other materials that may impede operation. Covers shall be maintained on all alarm units for proper testing.~~

~~(Ord. 927, passed 5-14-07; Am. Ord. 1017, passed 10-12-16) Penalty, see § 152.999~~

§ 152.008 HOUSING LICENSE APPLICATION; FEE.

(A) No person shall occupy a dwelling subject to this Code unless a current, unrevoked housing license has been issued by the Fire Official, or designee, for the specific named dwelling.

(B) No person shall operate or permit occupancy of a dwelling subject to this Code unless a current, unrevoked housing license has been issued by the Fire Official, or designee, for the specific dwelling in the name of the owner.

(C) No person who manages a property on behalf of an owner shall permit occupancy of a dwelling subject to this Code unless a current, unrevoked housing license has been issued by the Fire Official, or designee, for the specific dwelling in the name of the owner.

(D) The following shall apply to the issuance of any housing license:

(1) Application for a housing license or for renewal shall be made in writing by the owner to the Fire Official, on forms furnished by the Fire Official, and shall be accompanied by an inspection fee established pursuant to division (E) below. The owner's signature is required on the form.

(a) If after inspection(s) by the Fire Official, or designee, the dwelling is found to be in accordance with all provisions of this Code, and all applicable fees have been paid, a housing license will be issued.

(b) An initial housing license shall be valid for a period of one year from the date of issuance (unless sooner revoked). Any successive renewal of the housing license shall be valid for a one-year period from the date of expiration of the initial or any successive license renewal, except the Fire Official is authorized, for the initial housing license issued for a dwelling, to issue the housing license for a period of up to one year and nine months for the purpose of adjusting the time when such housing license expires.

(2) A violation of this Code shall not prevent the issuance of a housing license, unless the Fire Official determines existing conditions constitute either: (a) a hazard to the health, safety, or welfare of those who may occupy the dwelling; or (b) a hazard to the health, safety, or welfare of the community.

(3) Applicants shall designate in writing with each application or renewal, an agent upon whom service or notice under this Code and service or process for violation of this Code may be

made in the absence of the owner. The agent designated must reside in the county to receive such notice. This designated agent must give written approval for the use of his/her name as the designated agent. A violation of this section is a misdemeanor MUNICIPAL CIVIL INFRACTION

(4) Every person holding a housing license shall provide in the written lease a provision that the tenant or roomer will allow the Fire Official, or his/her designee, access to the dwelling and/or dwelling unit for the purpose of inspection required as a prerequisite to granting or renewal of a housing license, or for the purpose of investigating a complaint.

(5) No housing license is transferable to another dwelling, and each person issued a housing license shall give notice in writing to the Fire Official within seven days after having conveyed title, or assigned, transferred, or otherwise disposed of legal control of any licensed dwelling. Such notice shall include the name and address of persons succeeding to the ownership or control of such dwelling, and to whom the housing license is to be transferred. Within ten days of any transfer of ownership, the assigned shall comply with division (D)(3) above.

(6) Application for the renewal of a housing license shall be made at least 30 days prior to the expiration date of the existing housing license. Late applications will be charged a late fee.

(7) A record of all housing licenses issued shall be kept on file in the offices of the Fire Official, and copies will be furnished upon request. The Commission shall set this fee by resolution from time to time.

(E) Housing license fees shall be set by resolution of the Commission.

(Ord. 927, passed 5-14-07; Am. Ord. 966, passed 4-25-11; Am. Ord. 1022, passed 3-27-17)
Penalty, see § 152.999

§ 152.009 TEMPORARY LICENSE.

The Fire Official may issue a temporary housing license for all or part of a dwelling in the process of erection or alteration if the dwelling or part thereof to be occupied complies with the provisions of this Code. No temporary housing license may be issued for longer than six months, and no temporary housing license shall be effective more than five days after the erection or alteration of the dwelling is completed.

(Ord. 927, passed 5-14-07)

§ 152.010 ENFORCEMENT.

(A) General. The Fire Official shall enforce the provisions of this Code.

~~(B) Inspections. The Fire Official, or designee, shall make all required inspections, or shall accept reports of inspection by approved agencies or individuals. All reports of such inspections shall be in writing and be certified by a responsible Officer of such approved agency or by the responsible individual. The Fire Official is authorized to engage such expert opinion as deemed necessary to report upon unusual technical issues that arise.~~

~~(C) Right of entry. The Fire Official, or designee, is authorized to enter all buildings or structures subject to this Code at reasonable times in order to inspect the buildings or structures,~~

~~subject to constitutional restrictions on unreasonable searches and seizures. If entry is refused or not obtained, the Fire Official is authorized to pursue recourse as provided by law.~~

(Ord. 927, passed 5-14-07)

§ 152.011 HOUSING BOARD OF APPEALS.

(A) Creation. A Housing Board of Appeals is hereby created to provide a reasonable interpretation of the provisions of this Code and to give relief where unnecessary hardship would result from carrying out the strict letter of this Code. The duty of the Board shall be to consider appeals from decisions of officials charged with the enforcement of this Code and to determine in particular cases whether any deviation from the strict enforcement of this Code will violate the intent of this Code or jeopardize the public health, safety and welfare.

(B) Membership and appointment. The Building Fire and Sanitary Sewer Board of Appeals shall perform the duties of the Housing Board of Appeals.

(C) Public meetings.

(1) The Housing Board of Appeals shall meet in a fixed place, and all meetings shall be open to the public.

(2) When an appeal has been properly filed and is to be considered, the Housing Board of Appeals shall give at least ten days' notice of the time and place of the hearing in a daily newspaper of general circulation in the city. The Housing Board of Appeals shall also give five days' notice by personal service or by mail to the applicant, and Fire Official, and, when an appeal applies to the condition or appearance of the outside of a building or to conduct by an occupant which the Housing Board of Appeals reasonably believes may adversely impact neighboring properties, to any person to whom real property is assessed that is within 100 feet of the premises of the appeal, and such notice will be addressed to the respective owners at the address given on the last assessment roll. Any party may appear at such hearings in person or by agent.

(D) Rules, minutes and records. The Housing Board of Appeals shall adopt its own rules or procedure and keep a record of its proceedings, showing the action of the Board. Such records shall be considered public records.

(E) Appeal cases. Any person affected by any notice and order which has been issued in connection with the enforcement of this Code who has not otherwise been offered a hearing under this Code may request and shall be granted a hearing on the matter before the Housing Board of Appeals, provided that such person shall file in the office of the Fire Official a written petition requesting such hearing and setting forth the name, address, and phone number of the petitioner and a brief statement of the grounds for such hearing. Petition shall be filed within ten days after the day the notice of order is served. Upon receipt of such a petition, the Fire Official shall set a time for the hearing before the Housing Board of Appeals and shall give the petitioner written notice thereof.

(F) Fee for appeal cases. A fee shall be paid to the City Treasurer before filing a petition as set forth in division (E) above. The Commission shall set this fee by resolution.

(G) Stay of order. Any determination made by the Fire Official which is appealed to the Housing Board of Appeals under division (E) above shall be stayed until a disposition of the appeals is made by the Housing Board of Appeals.

(H) Action of Board. After a hearing, the Housing Board of Appeals shall sustain, modify, or withdraw the notice and order depending upon its findings. If it clearly appears that, by reason of special conditions, undue hardship would result from the strict application of any section of this Code, the Housing Board of Appeals may permit a variance from the mandatory provisions thereof in such a manner that the public safety shall be secured, substantial justice done, and the spirit of the provisions of this Code upheld. All decisions to permit a variance under this section shall be by a majority vote of the total membership of the Board, excluding the alternate member.

(Ord. 927, passed 5-14-07)

§ 152.012 DETERMINATION AND NOTICE OF VIOLATION.

(A) If upon inspection the Fire Official finds a violation of this Code, he/she shall issue a notice and order directed to the owner of record in accordance with the 2021 International Property Maintenance Code. ~~stating the date of inspection, the name of the inspector, the nature of the violation, and the time within which the correction shall be completed.~~

(B) A violation which is determined by the Fire Official to constitute a hazard to health or the occupants or the community as a whole, shall be ordered corrected within the shortest reasonable time, and notice of having begun compliance shall be given to the Fire Official by the owner within 48 hours. All other violations shall be corrected within 30 calendar days from the date of notice.

(C) At the end of the period of time the Fire Official has allowed for the correction of any violation notice as provided, the Fire Official shall reinspect the licensed dwelling, and if he/she determines that the conditions requiring corrections set forth in the notice sent have not been corrected, the Fire Official may issue an order notifying the owner of the continuing violation(s) and schedule a hearing to suspend the housing license under the procedure as outlined in the 2021 International Property Maintenance Code.

~~—(1) The hearing will be held before the Building Official, the Department of Public Works Director, and the Planning and Economic Development Director.~~

~~—(2) Notice of the continuing violation(s) and the date and place of the hearing will be provided to the owner at least five days before the hearing.~~

~~—(3) At the hearing, the Fire Official, or designee, shall present evidence to establish that a violation of the Code exists.~~

~~—(4) The owner shall have the right to present evidence and ask questions of the Fire Official, or designee.~~

~~—(5) The Fire Official, or designee, shall have the right to ask questions of the owner.~~

~~—(6) The hearing panel shall determine, by a preponderance of the evidence, if a violation of the Code exists and if the housing license is suspended.~~

~~—(7) Within seven days after the hearing, the hearing panel shall present a written decision to the Fire Official and the owner.~~

(D) Any person whose housing license under this section has been suspended shall be entitled to an appeal to the Housing Board of Appeals. If no appeal is properly presented within 21 days following the issuance of the order of suspension, the housing license shall be revoked except that if prior to the revocation of the housing license any person whose housing license has been ordered suspended may request reinspection, upon a showing that the violation or violations cited in the notice have been corrected.

(E) If, upon reinspection pursuant to the request of the person whose housing license has been ordered suspended but not yet revoked, the Fire Official finds the dwelling in connection with which notice was issued is now in compliance with this Code and with applicable rules and regulations issued pursuant thereto, he/she shall reinstate the housing license. A request for reinspection shall not extend the suspension period.

(F) If an appeal to the Housing Board of Appeals is taken, and if the Housing Board of Appeals does not reverse the decision, the housing license shall be revoked within ten days following the denial of the appeal by the Housing Board of Appeals.

(G) If an owner or occupant fails to comply with an order of suspension which has not been appealed, or which the Housing Board of Appeals has sustained, the Fire Official or his/her agent may take action to abate or enjoin the violation and enforce the provisions of this Code.

(H) When an uncorrected violation creates an imminent danger to the health and safety of the occupants of the dwelling or premises, the city may file an action seeking a preliminary injunction or other temporary relief appropriate to remove such danger during the pendency of any action.

§ 152.013 NOTICE.

(A) Service and terms. All notices shall be in writing and shall be deemed given when one of the following is done:

(1) Personal service.

(2) A copy of such notice is sent by certified mail, postage prepaid, return receipt requested.

(3) If no address so appears nor is known to the Fire Official, a copy of the notice shall be mailed to the owner at the address of the building or structure and a copy of the notice and order shall be posted in a conspicuous place on the building or structure.

(4) Service by certified mail in the manner herein provided shall be effective on the date of mailing; proof of service of the notices and the manner of such service shall be made by affidavit sworn to by the person affecting such service, declaring time, date, and the manner in which the service was made. The affidavit, together with any receipt for mailing and any receipt card returned in acknowledgment of receipt by certified mail, shall be affixed to the copy of the notice retained by the Fire Official.

(B) Notice. The failure of any person to receive notice as provided for above shall not affect the validity of any proceedings taken under this Code.

§ 152.999 PENALTY.

(A) Except as provided in the sections above, any person violating a provision of this Code shall be responsible for a municipal civil infraction and subject to a fine set by the court.

(B) Fines for permitting occupancy of unlicensed dwellings, in violation of divisions (B) and (C) of § 152.008, shall be as follows:

(1) First offense \$50.

(2) Second offense, or offense by an individual who knew or should have known about the city's housing licensing requirements. An individual who owns, manages, or is an employee or principal of an entity that owns or manages a licensed rental dwelling in the city is presumed to know about the city's licensing requirements
\$2,500.

(3) Each subsequent offense \$5,000.

Section 4. Publication and Effective Date. The City Clerk will cause to be published a notice of adoption of this ordinance within 10 days of the date of its adoption. This ordinance will take effect 30 days after its adoption.

YEAS: Commissioner(s) _____
NAYS: Commissioner(s) _____
ABSTAIN: Commissioner(s) _____
ABSENT: Commissioner(s) _____

CERTIFICATION

As the City Clerk of the City of Mount Pleasant, Isabella County, Michigan, I certify this is a true and complete copy of an ordinance adopted by the Mount Pleasant City Commission at a regular meeting held on _____, 2023.

Date: _____, 2023

Amy Perschbacher, Mayor

Date: _____, 2023

Heather Bouck, City Clerk

Introduced: _____, 2023

Adopted: _____, 2023

Published: _____, 2023

Effective: _____, 2023

85714:00004:7049559-1

Memorandum



TO: Aaron Desentz, City Manager

FROM: Michelle Sponseller, Downtown Development Director

CC: Chris Saladine, Finance Director
Phil Biscorner, Parks, Public Spaces and Recreation Director

DATE: July 25, 2023

SUBJECT: 2023 Michigan Community Center Grant Application and Resolution
– Island Park South/Farmers’ Market Pavilion Replacement

Staff is intending to apply for a Michigan Department of Labor & Economic Opportunity (MI-LEO) “MI Community Center” grant for the proposed replacement of the Island Park South/Farmers’ Market Pavilion. LEO requires applicants to pass a resolution as part of the completed grant package.

Background of the grant application includes:

- Replacement of the south Island Park pavilion included in the approved 2024-2029 Capital Improvement Plan (CIP)
- Grant request for \$2.5M which includes:
 - Replaces existing pavilion due to age, water damage, and poor drainage;
 - New pavilion to be 20% larger, accommodating more Farmers’ Market vendors indoors;
 - Will function as a community center, open for events, rentals, and partners such as schools and organizations;
 - Indoor skating rink to offer year-round recreational opportunities;
 - Emphasis on universal accessibility for all community members;
 - Addresses inadequate drainage for improved functionality;
 - Projected completion by Q4 2025.

The pursuit of grants continues to be a resource to provide additional funds for capital projects. Staff reviews upcoming CIP projects and analyzes the best funding opportunities for our proposed projects.

The application deadline for the Michigan Community Center grant is August 31, 2023 and awards are announced October 23, 2023. Staff is requesting the attached resolution be approved after review of the project.

REQUESTED ACTION

Approve the MI-LEO Michigan Community Center Grant resolution as presented and direct staff to sign all grant documentation as necessary.

ATTACHMENTS

- CIP Project Overview
- Cost Estimates
- Resolution for Public Gathering Spaces Initiative grant
- Proposed Project Visuals

**RESOLUTION OF AUTHORIZATION
LOCAL UNIT OF GOVERNMENT MATCH WITHOUT DONATED FUNDS**

WHEREAS, the City Commission of Mt. Pleasant supports the submission of an application titled, Island Park South/Farmers' Market Pavilion Replacement to the MI Community Center grant program and,

WHEREAS, the City of Mt. Pleasant is hereby making a financial commitment to the project in the amount of \$125,000 in matching, in-kind funds, and,

NOW THEREFORE, BE IT RESOLVED that City Commission hereby authorizes submission of a MI Community Center Grant Application for \$2,500,000, and further resolves to make available its financial obligation amount of \$125,000 (4.76%) of a total \$2,625,000 project cost, during the 2023-2024 fiscal year.

AYES:

NAYES:

ABSENT:

MOTION APPROVED.

I HEREBY CERTIFY, that the foregoing is a Resolution duly made and passed by the Mt. Pleasant City Commission at their regular meeting held on August 14, 2023, at 7:00 p.m. at 320 West Broadway, Mt. Pleasant, Michigan with a quorum present.

Clerk

Dated: _____

Parks Individual Project Description

Project Title Island Park Improvements (*Farmers' Market South Pavilion*)

Source of Funding Capital Improvement Fund/Grant

<i>Year Proposed</i>	<i>2024</i>	<i>2025</i>	<i>2026</i>	<i>2027</i>	<i>2028</i>	<i>2029</i>
<i>Capital Cost</i>	-0-	-0-	-0-	-0-	-0-	\$2,000,000

Description and Location

Island Park South/Farmers' Market Pavilion replacement is primarily due to age, water damage and poor drainage. This project provides a complete rebuild of the existing facility to manage increasing demands on the facility that provides a home to the Farmers' Market which is celebrating its 50th year in 2023 and other events, this facility is the City's most utilized pavilion as far as a combination of events and public rentals.

History and Plans

While there has been a pavilion in this location since the 1960's, the current structure was built in 1992. Since the current structure was built, a small patio to accommodate additional Farmers' Market vendors has been added to the west of the structure and the roof was re-shingled in 2017.

2029

Construct new South Pavilion/Farmers' Market Pavilion and drainage (*\$2,000,000 City Funds + Grants*)

Need and Impact

Island Park south pavilion supports diverse user needs from multiple special events, the Farmers' Market, softball tournaments and rentals. The park venues including the Skate Park, Spray Park, tennis/pickle ball courts, Playscape, shuffleboard courts, horseshoe pits and ball diamonds also attract users. The south pavilion needs a replacement and an update to its infrastructure and layout, which will benefit park users with increased amount of usable space. An updated facility will also help reduce maintenance costs and help maintain our standard of care within the parks.

Linkage to Master Plan:

- *This project links to Master Plan Objective 4.4 because it continues to enhance park development, improvements, and maintenance.*

Related Cost Details

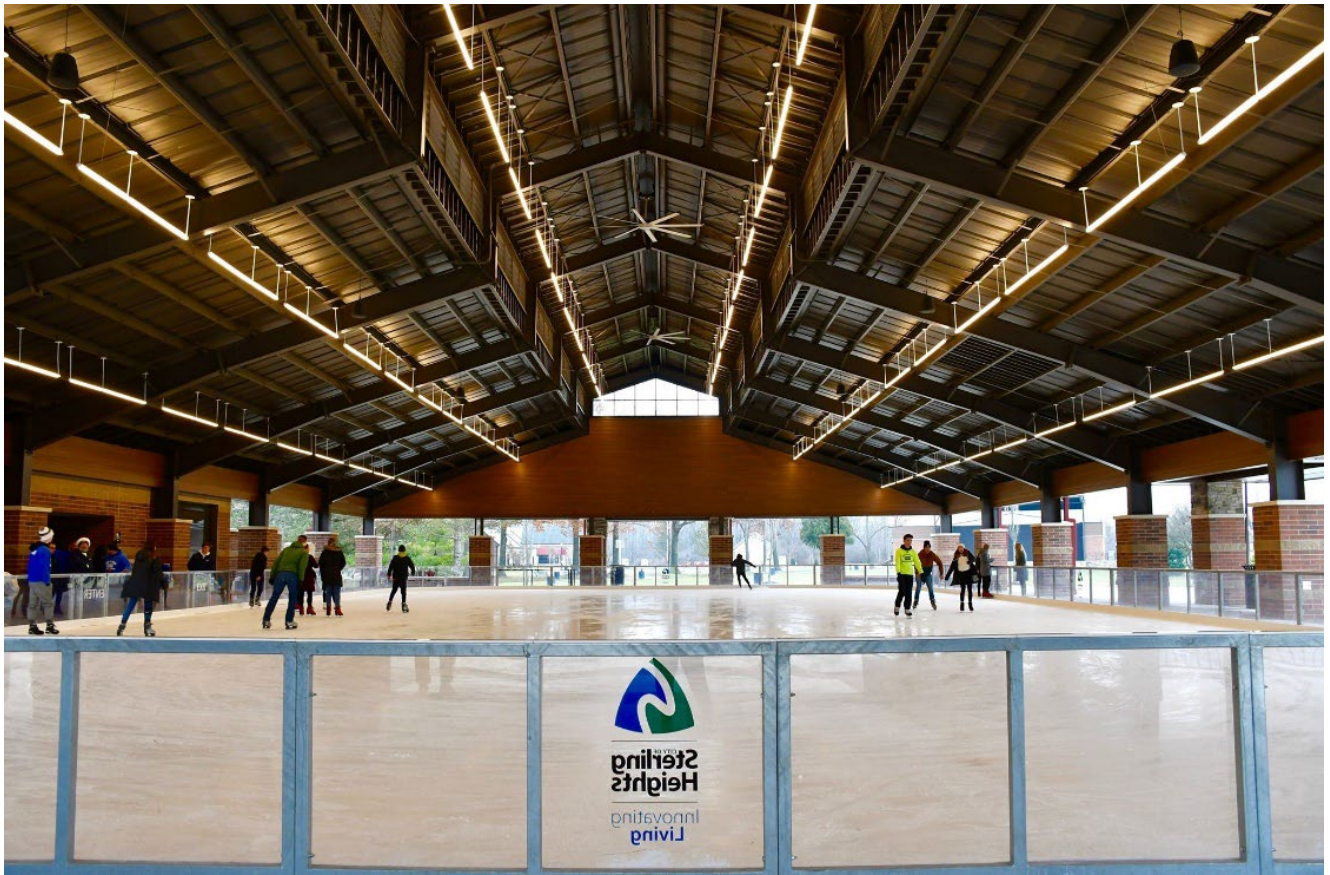
Staff will continue to evaluate short and long-term opportunities and partnerships. Ongoing maintenance funds will be needed to keep any new facilities maintained and up-to-date.

Future Funds Needed

Partnerships with area agencies will be a focus with pursuit and leveraging of available grant resources. Funds for grant matches will be explored and likely part of funding request.

ISLAND PARK SOUTH/FARMERS' MARKET PAVILION
CONCEPT INSPIRATION VISUALS





INFORMATION SUBMITTED BY THE APPLICANT

	Mill Street Landing
Applicant	Spire
Address	200 Walnut St & 410 Mill St
Parcel	17-000-15-902-00; 17-000-15-859-00; 17-000-15-860-00; 17-000-15-873-00
Property Owner	McGuire Family Investments LLC
Acreage	1.1
Zoning	CD-5: allows for the highest density in the city
PILOT Rate (total)	4 (municipal service fee must be determined by City)
PILOT Term	30 years (however the project will remain affordable for 45 years)
Owner vs. Rental	Rentals
Target population	Workforce housing offering a mix of income levels and unit types, which can accommodate single-individuals, seniors and families.
Building type	Multi-family (One 4-story building with 38 units and one 2-story building with 11 units)
Proposed units (total)	Approximately 49 units
Unit Breakdown	22 one-bedroom units; 15 two-bedroom units; 12 three-bedroom units
Average Median Income (AMI)	12 units: 30% AMI; 05 units: 40% AMI; 10 units: 60% AMI; 22 units: 80% AMI

CITY STAFF ASSESSMENT

	Mill Street Landing
Affordability Level	Units reach a wide range of AMIs and provide the opportunity for individuals with different income levels to live on the same premises.
Target population	The Housing Commission shared that this project could serve well ALICE families ¹ . There also seem to be a market in the community for more housing options for Seniors who may like this option in Downtown. With cheaper housing options, there will be more expendable income in the area.
Location	Likely to score high with the State within the walkability score category (access to basic services by foot). However, this location already has an abundance of affordable housing and the City would like to see low-income housing spread around the community. However, the proposal would be consistent with the Master Plan which calls for higher density development in the area and gives a preference for infill development, which is more sustainable as it uses current infrastructure.
Building Typology	Missing middle housing typology (low-rise apartments) matches the community needs/Master Plan. More sustainable proposal (LEED Zero energy) will bring up the standard for housing construction in the city, helping further the City's sustainability goals.
Unit breakdown	The proposed unit breakdown better matches existing affordable housing needs in the community (shared by the Housing Commission). Three-bedroom units will nicely accommodate ALICE families.
Owner vs. Rental	Only rentals, however it offers a good option to a variety of individuals.
Requested PILOT	Rate seems low for a proposal that also targets 80% AMI, and because the proposed building type is more efficient (apartment building). However, the applicant stated that City revenue will still increase when comparing to what the properties currently generate.
Timeline	Applicant aims to apply to the State on December 2023 with new residents being able to live in Downtown by the Fall of 2025.

¹ ALICE is an acronym for Asset Limited, Income Constrained, Employed, and represents the growing number of families who are unable to afford the basics of housing, child care, food, transportation, health care, and technology. These workers often struggle to keep their own households from financial ruin, while keeping our local communities running.



Mill Street Landing



410 Mill Street & 200 Walnut Street
Mt. Pleasant, MI 48858
Affordable Housing Development Proposal

Submitted by Spire Development, Inc.
July 12, 2023



Sean McMickle, 614-350-0391
Spire Development, Inc.



330 W Spring Street, Ste. 430
Columbus, OH 43215
614-350-0391
www.livespired.com

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 - b. Berardi & Partners
 - c. Three Rivers Corporation
 - d. KMG Prestige

July 12, 2023

Ms. Manuela Powidayko
Director of Planning & Community Development
City of Mount Pleasant
320 W Broadway St
Mount Pleasant, MI 48858



RE: City of Mt. Pleasant Affordable Housing Proposal
Mill Street Landing
410 Mill Street & 200 Walnut Street, Mt. Pleasant, MI 48858

Ms. Powidayko,

On behalf of Spire Development, Inc. and Spire Real Estate Holdings, LLC (“Spire”), please accept this proposal in response to the City of Mt. Pleasant Request for Affordable Housing Development (the “RFP”). Please also accept this proposal as an introduction to Mill Street Landing (the “Project”), a 40-50-unit general occupancy workforce housing development to-be-located at 410 Mill Street & 200 Walnut Street near downtown Mount Pleasant.

Project Introduction

Mill Street Landing is a workforce, missing-middle, multifamily development affordable to low and moderate-income individuals that will directly fulfill needs identified in the recently completed *2019 City of Mount Pleasant Housing Report* (the “Report”) and *2050 Mount Pleasant Master Plan* (the “Master Plan”). Specifically, the Project will provide 40-50 units of missing-middle housing on an under-utilized infill lot near downtown within walkable distances from essential services, jobs, and recreation. The Project will feature multiple resident amenities as detailed in this proposal and will be built to LEED zero energy or equivalent energy efficiency standards.

Mill Street Landing will benefit the city in multiple ways. The Project will re-develop a vacant infill lot in a manner consistent with the Master Plan, which will further encourage redevelopment near downtown. The Project will create jobs and support local businesses by employing numerous local subcontractors and tradesmen who will construct and consume in the vicinity. Working families will benefit from the Project’s proximity to major employers and seniors looking to downsize from single family homes will have a new housing option built to modern accessibility standards. Finally, residents will be able to live in an environment where they are not rent burdened and therefore will have disposable income to support the local economy.

Request for PILOT

Spire will be requesting a 30-year Payment in Lieu of Taxes tax abatement as part of this Proposal, so that Mill Street Landing can competitively pursue funding consideration through the Michigan State Housing Development Authority (“MSHDA”).

The construction of Mill Street Landing will be financed in part using federal tax credits administered through MSHDA. It is a competitive application process and MSHDA essentially requires a PILOT for an application to score competitively. Tax credit financing is used to attract private investment to offset hard construction costs associated with new housing development. In turn, the Project is capped on the rent it can charge to ensure high-quality housing may be newly constructed yet remain affordable to moderate income individuals. Since a fluctuating rent ceiling tied to the area’s median income is required for funding, a PILOT agreement ties property tax liability to actual collected rents so the Project can successfully operate long-term.

Granting a PILOT for the Project will ultimately increase realized tax revenue for the city as the PILOT will provide an increase in net taxes relative to what is currently realized by the properties. Spire expects the Project to have minimal impact on city services relative to its economic benefit for the city due to the Project's strategic infill location near downtown; a sustainable land use goal specifically identified in the Master Plan. Developing additional housing in an established residential and commercial district will create economies of scale for city services in an area they are already being provided.

Should the commission select the Project for this RFP, Spire will seek to work with the city on developing a PILOT for the Project so that it can competitively apply for funding consideration. It is our goal to create a PILOT that is mutually beneficial for the city, the Project, and its future residents so that Mill Street Landing may serve as an asset to Mount Pleasant for years to come.

Development Team

The applicant behind this proposal, Spire Development, Inc., is an affordable housing developer based out of Columbus, Ohio. Spire has successfully secured twenty-nine (29) tax credit awards for over 1,300 affordable housing units across the Midwest. Spire Development, Inc. will serve as the developer and Spire Real Estate Holdings, LLC will serve as the long-term owner of the Project through MSHDA compliant project-specific subsidiary. Spire anticipates the Project will be managed by KMG Prestige. KMG Prestige, based out of Mount Pleasant, is one of the largest affordable housing management companies in the state of Michigan and has partnered with Spire on prior projects, the most recent being Center City Lofts, a 55-unit workforce housing development in Midland, Michigan. The project will be designed by Berardi + Partners and is anticipated to be constructed by Three Rivers Corporation out of Midland, MI. Resumes and contact information for the development team are included in the attached Appendix of this Proposal.

Project Pro Forma and Applicant Guarantors

A detailed preliminary pro forma and description of Project finances is included in Exhibit 3 of this proposal. Financial guarantees for Project completion will be provided by Spire Development, Inc., the principals of which are Thomas Grywalski and Scott Harrold.

Project Timeline

Should Spire be selected for the RFP, we will immediately engage with city staff to refine the enclosed concept plans. The goal will be to determine the ideal architectural design and site plan layout to best serve the needs of the community. Spire has a history of welcoming and incorporating stakeholder input to deliver projects that enhance the communities in which they are located.

After city staff's input has been received, Spire will plan to apply for tax credits in the December 2023 funding round, as well as future October and April rounds if necessary. A copy of the completed MSHDA application for Low Income Housing Tax Credits will be provided to city staff within thirty (30) days of submittal to MSHDA. Should Spire successfully receive a funding award in the December 2023 funding round, groundbreaking will occur in the summer or fall of 2024 with an anticipated completion in the fall of 2025.

Sincerely,



Sean McMickle
Vice President of Development
Spire Development, Inc.



330 W Spring Street, Ste. 430
Columbus, OH 43215
614-350-0391
www.livespired.com

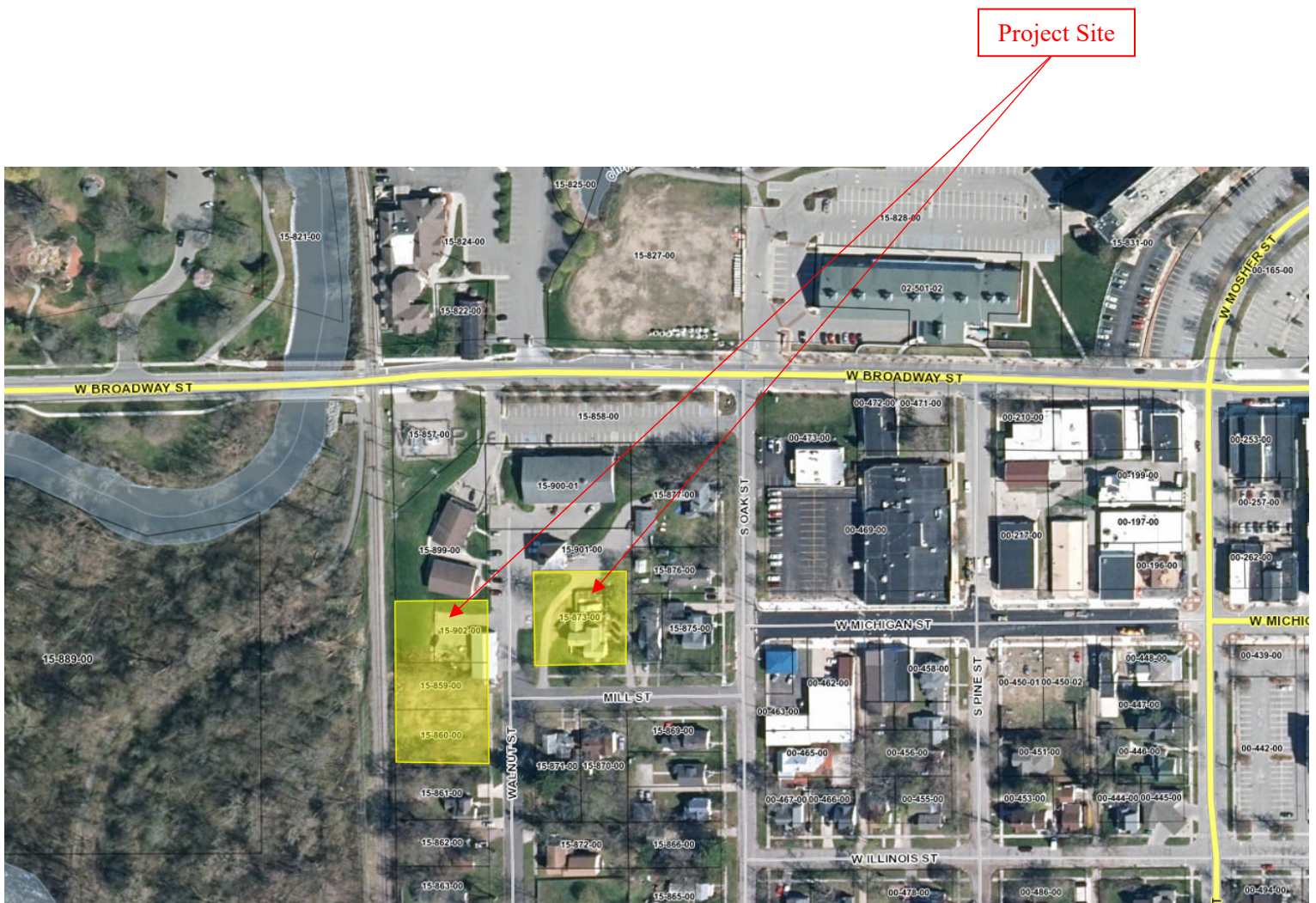
Section 2

PROPOSED DEVELOPMENT

PROJECT OVERVIEW | PROJECT LOCATION

Site Location: 410 Mill Street & 200 Walnut Street, Mount Pleasant, MI, 48858

Mill Street Landing will be located on approximately 1.1 acres of infill land near downtown. The site serves as a natural location for new construction missing middle multi-family housing as it is bordered by multifamily housing and commercial uses to the north, residential uses to the south and east, and green space to the west. Future residents will benefit from the Project's proximity to multiple amenities including grocery stores, pharmacies, banks, doctor's offices, a public library and retail establishments, while the City of Mount Pleasant will benefit from increased density near commercial establishments on under-utilized properties slated for increased density in the future land use plan.



Legal Description

The below legal descriptions represent the parcels Mill Street Landing will be located on. Please note, the Project will be acquiring approximately 0.11 acres of a parent parcel located at 501 W Broadway Street. If the project is selected for the RFP and awarded funding, a lot split will occur for this portion of the property and an updated legal description will be provided.

Legal Description: 410 Mill Street, Mt. Pleasant, MI 48858 (PIDN: 17-000-15-873-00)

M & B DESCRIPTION COM 8 RDS W OF NW COR OF OAK & MILL ST N 8 RDS W 8 RDS TO WALNUT ST S 8 RDS E TO BEGINNING SECTION 15. NOTE: TIFA DIST #1 (CBD)

Legal Description: Walnut Street, Mt. Pleasant, MI 48858 (PIDN: 17-000-15-860-00)

M & B DESCRIPTION COM AT SW COR OF MILL & WALNUT STS W 8 RDS S 5 RDS E 8 RDS N 5 RDS SECTION 15 EXCEPT S 8 FT OF ABOVE DESC. NOTE: TIFA DIST #1 (CBD)

Legal Description: 200 Walnut Street, Mt. Pleasant, MI 48858 (PIDN: 17-000-15-859-00)

M & B DESCRIPTION COM AT SW COR OF MILL & WALNUT ST W 8 RDS N 4 RDS E 8 RDS S 4 RDS SECTION 15. NOTE: TIFA DIST #1 (CBD)

Legal Description: 120 Walnut Street, Mt. Pleasant, MI 48858 (PIDN: 17-000-902-00)

PART OF THE NE 1/2 OF SW 1/4 OF SEC 15, T14N-R4W, BEG AT PT ON N LINE OF MILL ST WHICH IS WEST 313.5 FT FROM THE INTERSECTION OF THE N LINE OF MILL ST WITH THE WEST LINE OF OAK ST, TH N 90 FT, W 75 FT, TH S 90 FT, TH E 75 FT TO POB. INCLUDING THE USE OF A NON-EXCLUSIVE INGRESS-EGRESS EASEMENT DESCRIBED AS BEGINNING AT POINT ON THE N LINE OF MILL ST WHICH IS W 264 FT FROM THE INTERSECTION OF N LINE OF MILL ST AND THE WEST LINE OF OAK ST, TH W 49.5 FT ALONG N LINE MILL ST, TH N 192 FT, TH E 49.5 FT, TH S 192 FT TO THE POB.

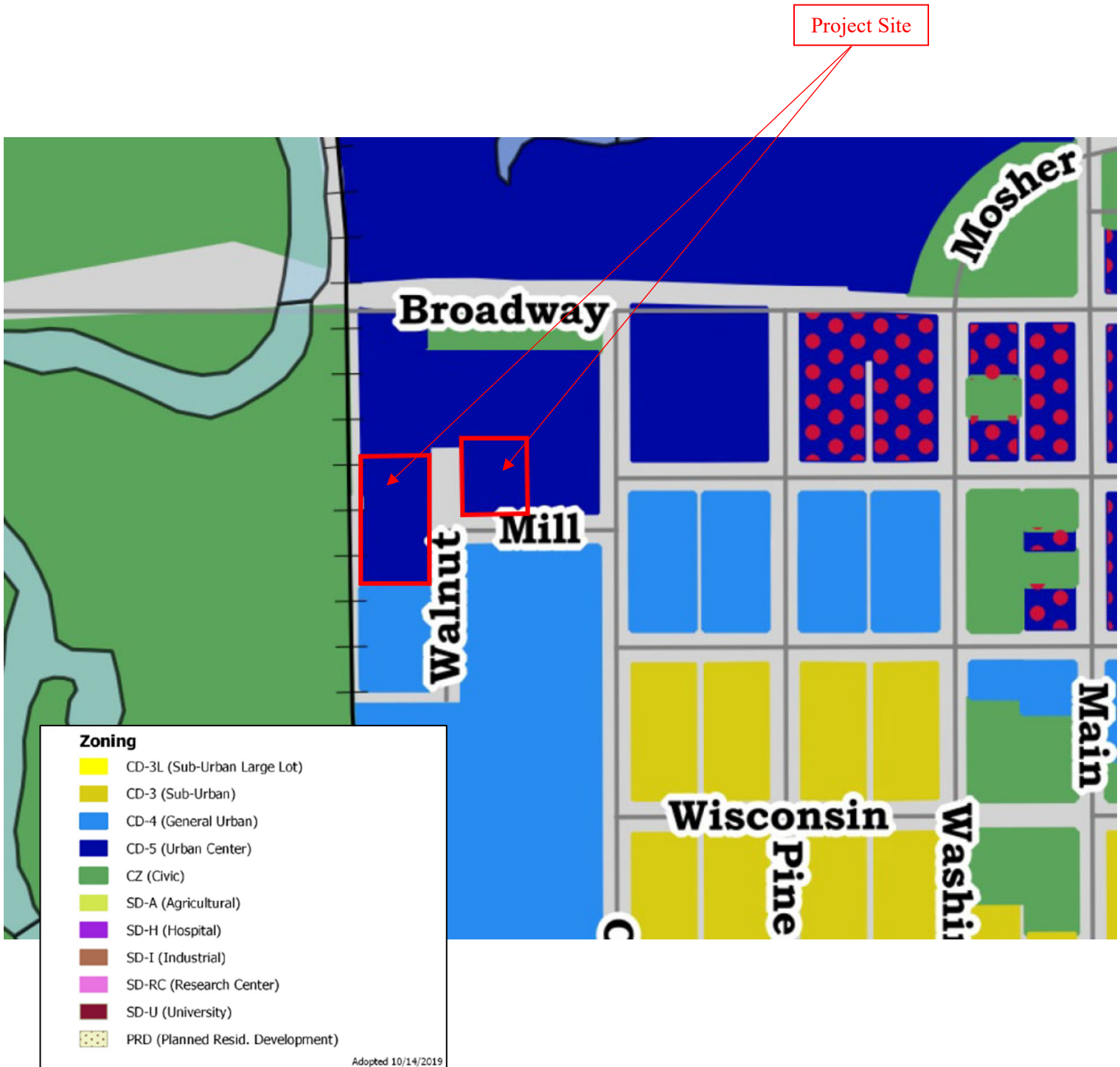
Legal Description: 501 W Broadway Street, Mt. Pleasant, MI 48858 (PIDN: 17-000-15-899-00)

PART OF NE 1/4 OF SW 1/4 SEC 15, T14N-R4W, COM AT INTERSECTION E LINE AARR AND S LINE BROADWAY ST, TH E ALONG S LINE BROADWAY TO WEST LINE OAK ST, TH S 75 FT M/L TO A PT WHICH IS N 214.5 FT FROM INTERSECTION OF W LINE OAK AND N LINE MICHIGAN EXTENDED WEST, TH W 123 FT, TH S TO PT WHICH IS 132 FT N OF N LINE MILL, TH W, 141 FT, TH S 132 FT TO N LINE MILL, TH W 49.5 FT, TH N 90 FT, TH W 75 FT, TH S 90 FT, TH W TO E ROW LINE RR, TH N TO POB, EXC COM AT INTER OS E ROW LINE RR AND NWLY BANK OF CHANNNEL, TH N ALONG RR ROW 181.95 FT TO S LINE BROADWAY, TH E ALONG S LINE 139 FT, TH S 65 FT TO NWLY BANK OF CHANNEL, TH SWLY ALONG THE NLY SIDE OF CHANNEL TO POB, ALSO EXC BEG AT PT WHICH IS N 132 FT FROM N LINE MILL ST AND W 123 FT FROM W LINE OAK ST, TH W 141 FT, TH N 60 FT, TH W 49.5 FT, TH NLY 121.55 FT, S S 89D59M E 194 FT, TH S 181.50 FT TO POB, ALSO EXC THAT PART LYING N OF LINE DESC AS BEG AT PT ON W LINE OAK ST WHICH IS 214.5 FT FROM INTERSECTION W LINE OAK AND N LINE MICHIGAN, EXTD WEST, SAID PT OF BEG BEING S 82.5 FT FROM INTER OF W LINE OAK WITH E & W 1/4 LINE, TH N 89D59M W PARALLEL WITH E & W 1/4 LINE, INCLUDING USE OF INGRESS-EGRESS EASEMENT OVER W 30 FT THEREOF. SUBJECT TO USE FOR NON-EXCLUSIVE INGRESS-EGRESS EASEMENT THAT PART DESCRIBED AS BEGINNING AT A PT ON N LINE MILL ST WHICH IS WEST 264 FT FROM THE INTERSECTION OF N LINE MILL ST WITH THE WEST LINE OF OAK ST, TH W 49.50 FT ALONG THE N LINE OF MILL ST, TH N 192 FT, TH E 49.5 FT, TH S 192 FT TO POB. . DESCRIPTION EDITED PER ASSR 04-10-08

PROJECT OVERVIEW | ZONING INFORMATION

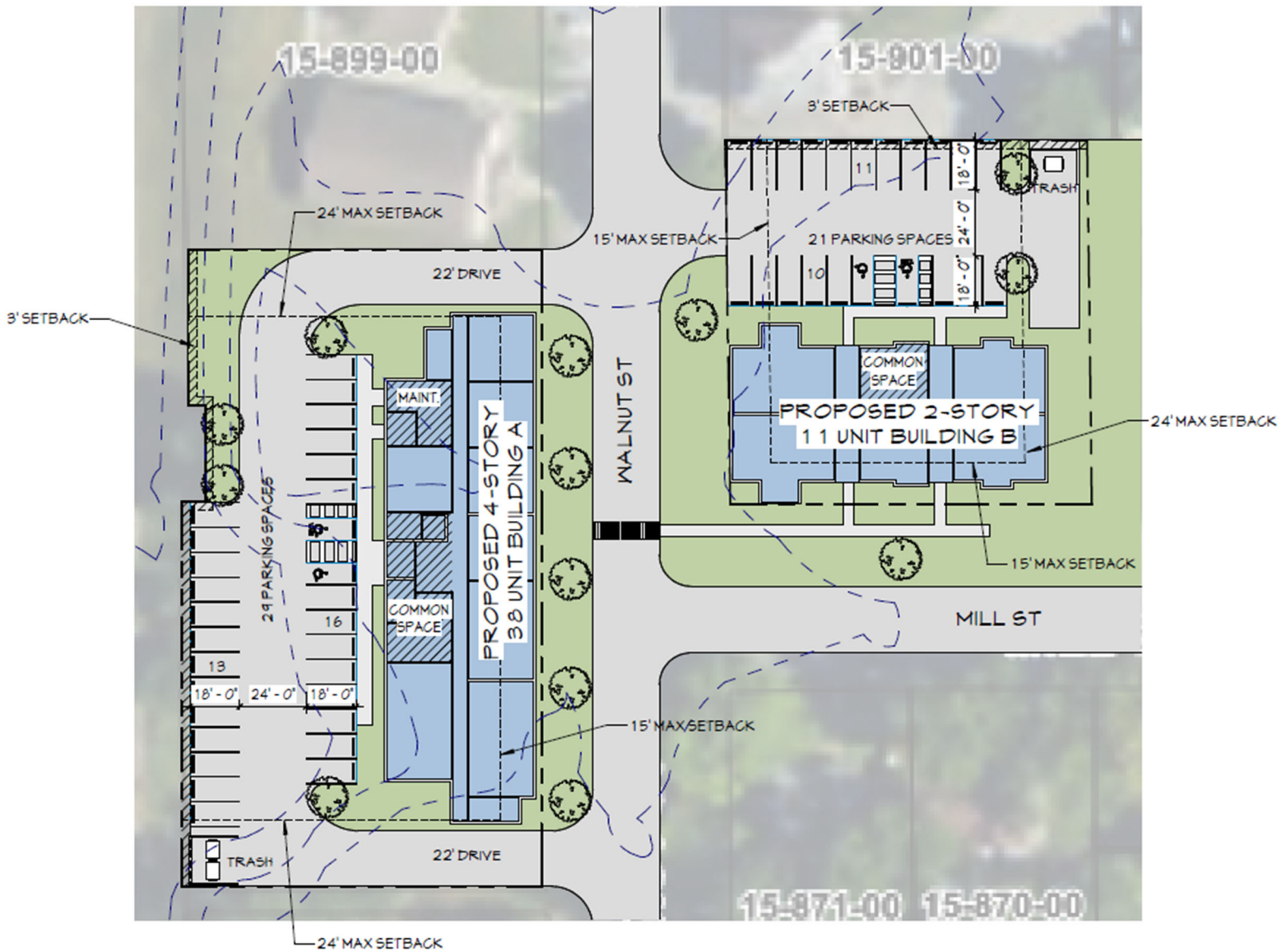
Current Zoning: CD-5 (Urban Center)

The Project is consistent with the current zoning of the property. Specifically, multi-family units are permitted by right within the CD-5 Urban Center district at a density of 96 units per acre.



PROJECT OVERVIEW | CONCEPTUAL SITE PLAN

The below conceptual site plan for 49 units is meant to serve as a starting point and example of the size and scale of the proposed Project. Should the Project be selected for the RFP, Spire will engage with city staff to refine the site plan and determine the ideal Project layout and design.



preliminary site plan 1" = 40'-0"



CONCEPT DESIGN | EXAMPLE PROJECTS

Mill Street Landing will provide 40-50 units of workforce general occupancy housing. Project amenities will include community space, interior bicycle parking, supportive services and leasing offices, business center, and community laundry facilities. The Project will be built to LEED Zero energy or equivalent energy efficiency rating. Should the Project be selected for the RFP, Spire will engage with city staff to determine the ideal site plan layout.

Center City Lofts
Midland, Michigan
General Occupancy



Campbell Landing
Bellefontaine, Ohio
General Occupancy









The Lofts at Milnes Plaza
Coldwater, Michigan
General Occupancy





Residences at Courtyard Crossing
Independence, Kentucky
Senior, 55+



Glenns Creek Manor
Frankfort, Kentucky
Senior, 55+







Newberry Apartments
Parkersburg, WV
Senior, 55+







330 W Spring Street, Ste. 430
Columbus, OH 43215
614-350-0391
www.livespired.com

Section 3

FINANCIAL STRUCTURE AND CONCEPTUAL PRO-FORMA

FINANCIAL STRUCTURE

PROJECT SOURCES & USES

Uses:

Acquisition & Pre-Development	755,794
Construction	9,591,574
Interim Costs During Construction	808,046
Soft Costs	1,843,803
Reserves	177,204
Total Uses	\$13,176,421

Sources:

First Mortgage	1,070,000
Tax Credit Equity	11,994,850
Deferred Fee	111,571
Total Sources	\$13,176,421

UNIT MIX

Unit type	Number of Units	% of Total
1-BR / 1-BA	22	45%
2-BR / 1.5-BA	15	31%
3-BR / 1.5-BA	12	24%
	49	100%

UNIT AMI MIX

AMI	Units	2023 Household Income to Qualify				
		1 person/ household	2 people/ household	3 people/ household	4 people/ household	5 people/ household
30%	12	\$15,900	\$18,180	\$20,460	\$22,710	\$24,540
40%	5	\$21,200	\$24,240	\$27,280	\$30,280	\$32,720
60%	10	\$31,800	\$36,360	\$40,920	\$45,420	\$49,080
80%	22	\$42,400	\$48,480	\$54,560	\$60,560	\$65,440
	49					

Estimated Rents: Estimated rents as of July 2023, depending on a resident's income, will range from \$245-\$850 for 1-bedroom units, \$290-\$950 for 2-bedroom units, and \$330-\$1,050 for 3-bedroom units.

FINANCING

Equity: Spire anticipates applying for housing Tax Credits through the Michigan State Housing Development Authority in the December 2023 9% funding round. If the Project does not receive an award, it will reapply in subsequent October and April funding rounds.

Debt: Spire Development will secure first mortgage debt after an award of tax credits.

PILOT: The project is requesting a 30-year 4% PILOT from the City of Mount Pleasant.

PROJECT TIMELINE

Spire Development anticipates applying for Housing Tax Credits in December of 2023, which will allow ample time for municipal entitlements and stakeholder buy-in. If the Project is awarded tax credits in the December 2023 funding round, we anticipate commencement of construction by summer of 2024, with occupancy approximately fall of 2025. The schedule below shows major milestones for the project:

RFP Submittal	July 2023
RFP Awarded	August 2023
PILOT Approval	August 2023
Site Plan Approval	August 2023
MSHDA Application	December 1, 2023
MSHDA Award Announcements	April 2023
Construction commencement	August 2024
Construction Completion	October 2025
Resident Move-In	October 2025

Financial Capacity: Spire Development, Inc., the principals of which are Thomas Grywalski (614-350-0391, tom@livespired.com) and Scott Harrold (614-350-0391, scott@livespired.com), will guarantee construction completion, provide guarantees to the tax credit investor, and fund predevelopment costs.

CONCEPTUAL OPERATING PRO FORMA

Cash Flow - Mill Street Landing

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15
Effective Gross Income	\$373,246	\$380,711	\$388,325	\$396,092	\$404,014	\$412,094	\$420,336	\$428,743	\$437,317	\$446,064	\$454,985	\$464,085	\$473,366	\$482,834	\$492,490
Administrative Expenses	\$91,410	\$94,152	\$96,977	\$99,886	\$102,883	\$105,969	\$109,148	\$112,423	\$115,795	\$119,269	\$122,847	\$126,533	\$130,329	\$134,239	\$138,266
Utility Expenses	\$30,030	\$30,931	\$31,859	\$32,815	\$33,799	\$34,813	\$35,857	\$36,933	\$38,041	\$39,182	\$40,358	\$41,569	\$42,816	\$44,100	\$45,423
Operating/Maintenance Expenses	\$95,595	\$98,463	\$101,417	\$104,459	\$107,593	\$110,821	\$114,145	\$117,570	\$121,097	\$124,730	\$128,472	\$132,326	\$136,296	\$140,384	\$144,596
Payment in Lieu of Taxes	\$13,729	\$14,141	\$14,565	\$15,002	\$15,452	\$15,916	\$16,393	\$16,885	\$17,391	\$17,913	\$18,451	\$19,004	\$19,574	\$20,161	\$20,766
Taxes and Insurance Expenses	\$14,765	\$15,208	\$15,664	\$16,134	\$16,618	\$17,117	\$17,630	\$18,159	\$18,704	\$19,265	\$19,843	\$20,438	\$21,051	\$21,683	\$22,333
Replacement Reserve (\$400/unit)	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600
Total Operating Expenses	\$265,129	\$272,495	\$280,082	\$287,896	\$295,945	\$304,235	\$312,774	\$321,570	\$330,629	\$339,960	\$349,570	\$359,470	\$369,666	\$380,168	\$390,985
Net Operating Income	\$108,117	\$108,216	\$108,244	\$108,196	\$108,069	\$107,859	\$107,561	\$107,173	\$106,689	\$106,104	\$105,415	\$104,615	\$103,701	\$102,666	\$101,506
Permanent DSCR	\$89,278 1.21	\$89,278 1.21	\$89,278 1.21	\$89,278 1.21	\$89,278 1.21	\$89,278 1.21	\$89,278 1.20	\$89,278 1.20	\$89,278 1.20	\$89,278 1.19	\$89,278 1.18	\$89,278 1.17	\$89,278 1.16	\$89,278 1.15	\$89,278 1.14
Cash Flow	\$18,839	\$18,938	\$18,966	\$18,918	\$18,791	\$18,581	\$18,283	\$17,895	\$17,411	\$16,826	\$16,137	\$15,337	\$14,423	\$13,388	\$12,228
	Year 16	Year 17	Year 18	Year 19	Year 20	Year 21	Year 22	Year 23	Year 24	Year 25	Year 26	Year 27	Year 28	Year 29	Year 30
Effective Gross Income	\$503,571	\$514,902	\$526,487	\$538,333	\$550,446	\$562,831	\$575,494	\$588,443	\$601,683	\$615,221	\$629,063	\$643,217	\$657,690	\$672,488	\$687,618
Administrative Expenses	\$142,414	\$146,686	\$151,087	\$155,619	\$160,288	\$165,097	\$170,050	\$175,151	\$180,406	\$185,818	\$191,392	\$197,134	\$203,048	\$209,139	\$215,414
Utility Expenses	\$46,786	\$48,189	\$49,635	\$51,124	\$52,658	\$54,238	\$55,865	\$57,541	\$59,267	\$61,045	\$62,876	\$64,762	\$66,705	\$68,706	\$70,768
Operating/Maintenance Expenses	\$148,934	\$153,402	\$158,004	\$162,744	\$167,626	\$172,655	\$177,835	\$183,170	\$188,665	\$194,325	\$200,155	\$206,159	\$212,344	\$218,714	\$225,276
Payment in Lieu of Taxes	\$21,389	\$22,031	\$22,692	\$23,373	\$24,074	\$24,796	\$25,540	\$26,306	\$27,095	\$27,908	\$28,745	\$29,608	\$30,496	\$31,411	\$32,353
Taxes and Insurance Expenses	\$23,003	\$23,693	\$24,404	\$25,136	\$25,891	\$26,667	\$27,467	\$28,291	\$29,140	\$30,014	\$30,915	\$31,842	\$32,797	\$33,781	\$34,795
Replacement Reserve (\$400/unit)	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600
Total Operating Expenses	\$402,126	\$413,602	\$425,422	\$437,597	\$450,137	\$463,053	\$476,356	\$490,059	\$504,173	\$518,710	\$533,683	\$549,106	\$564,991	\$581,353	\$598,205
Net Operating Income	\$101,445	\$101,300	\$101,065	\$100,736	\$100,309	\$99,778	\$99,138	\$98,384	\$97,510	\$96,511	\$95,380	\$94,111	\$92,699	\$91,135	\$89,413
Permanent DSCR	\$89,278 1.14	\$89,278 1.13	\$89,278 1.13	\$89,278 1.13	\$89,278 1.12	\$89,278 1.12	\$89,278 1.11	\$89,278 1.10	\$89,278 1.09	\$89,278 1.08	\$89,278 1.07	\$89,278 1.05	\$89,278 1.04	\$89,278 1.02	\$89,278 1.00
Cash Flow	\$12,167	\$12,022	\$11,787	\$11,458	\$11,031	\$10,500	\$9,860	\$9,106	\$8,232	\$7,233	\$6,102	\$4,833	\$3,421	\$1,857	\$135
Operating Income Increase	2%														
Operating Expenses Increase	3%														



330 W Spring Street, Ste. 430
Columbus, OH 43215
614-350-0391
www.livespired.com

Section 4

AFFORDABLE HOUSING PILOT SCORING MATRIX

Affordable Housing / PILOT Scoring Matrix

Point Scoring: N/A, 1, 2 or 3. N/A = either not applicable or no information supplied. 1 = poor, or below expectations. 2 = average or meets minimum standards. 3 = exceeds standards.			
Building Type / Design			
The City places a high value on land efficiency, a maximization of limited housing credits, and high-quality construction.		Possible Points	Points Scored
[1]	Maximize Land Utilization	3	3
[2]	Green Infrastructure	3	3
	Universal Accessibility (i.e., ADA, Aging in Place)	3	3
[3]	Quality & Durability of Exterior Construction, Efficiency	3	3
Location / Connectivity			
The City places a high value on integrating affordable housing throughout the community and locating housing near services and places of employment.			
	Access to Transportation Choices (Transit/Trail Orientated)	3	3
	Walk Accessible Services (Grocery, Schools, Employment)	3	3
	Serves Corridor Redevelopment	3	3
[4]	Quality of Site Improvements, Place Making	3	3
Context / Need			
The City places a high value on PILOT requests that appeal to a broad range of demographic groups.			
	Unit Diversity (i.e., studio, 1, 2 bedroom)	3	3
	Meets minimum state housing authority thresholds of at least 20% of units for residents whose incomes do not exceed 50% of AMI or 40% of units for residents whose incomes do not exceed 60% of AMI	3	3
	Provides higher percentage of affordable units and/or reaches a lower percentage of AMI than the minimum state housing authority thresholds	3	3
	Demographic Groups Served	3	3
Total Points: Possible / Received		36	

Interpretation	Total Score	Total Points
Poor	< 23	
Acceptable	24-28	
Excellent	29-36	36

Notes

- [1] To encourage efficiencies in land use and cost of services, the City awards maximum points to projects that use space most efficiently in compliance with the City's zoning ordinance within applicable zoning districts.
- [2] Green infrastructure is utilized to reduce impacts on stormwater infrastructure. Green infrastructure may include, but not be limited to green roof technology, rain gardens, permeable pavements, maintaining existing or increasing tree canopy.
- [3] Quality & Durability Definitions: *Exterior construction* shall be of durable materials (i.e. wood, composite, brick, concrete or steel siding). *Efficiencies* refers to energy efficiencies that meet Energy Star standards.
- [4] Place making promotes people's health, happiness, and well-being. Points are awarded based on the quality of improvements made to the common space surrounding the proposed development. Those improvements may include, but not be limited to improved sidewalk access, covered bike parking, increased tree sizes.

APPENDIX

Development Team Resumes & Experience

Developer – Spire Development, Inc.

Architect – Berardi + Partners

General Contractor – Three Rivers Corporation

Property Management – KMG Prestige

Spire Development, Inc.
Project Developer

Contact
Sean McMickle
614-350-0391
sean@livespired.com

Overview



Spire Development is a niche real estate development company committed to building and owning meaningful communities for working families and seniors. Above all, our developments enhance the lives of our residents and enrich the communities we serve.

Services

Spire Development partners with select municipalities, government agencies, non-profit organizations, and like-minded developers to build and own meaningful rental housing communities for working families and seniors. With each project, Spire engages stakeholders and focuses on the unique aspects of each community to create enriched housing developments that empower residents and neighborhoods alike. Spire leads all aspects of the development process including site selection, due diligence, zoning and entitlements, design, site planning and engineering, financial projections and budgeting, syndicator and investor selection, construction and permanent loan structuring, application assembly, and construction monitoring.

Leadership

Spire Development, Inc. and Spire Real Estate Holdings, LLC (collectively "Spire") are the majority developer and majority general partner, respectively, on 29 9% LIHTC projects that have been awarded in Ohio, West Virginia, Kentucky, and Michigan. A summary of the developments follows: (i) Hopewell Cottages, a 50-unit new construction family workforce housing project, located in Hebron, Ohio; (ii) Arlington Ridge Townhomes, a 46-unit new construction family workforce housing project, located in Green, Ohio; (iii) Newberry Apartments, a 32-unit new construction seniors housing project, located in Parkersburg, West Virginia; (iv) Three Springs Townhomes, a 40-unit new construction family workforce housing project, located in Crescent Springs, Kentucky; (v) Swan Creek Crossing, a 28-unit new construction seniors housing project, located in Swanton, Ohio; (vi) Arrowleaf Apartments, a 28-unit new construction family workforce housing project, located in Grove City, Ohio; (vii) The Lofts at Milnes Plaza, a 50-unit new construction family workforce housing project, located in Coldwater, Michigan; (viii) Rowan Apartments, a 36-unit new construction family workforce housing project, located in Parkersburg, West Virginia; (ix) Campbell Landing, a 52-unit new construction general occupancy workforce housing project, located in Bellefontaine, Ohio; (x) Hawthorn Landing, a 68-unit new construction family workforce housing project, located in Fairborn, Ohio; (xi) Thurston Landing, a 36-unit new construction seniors housing project, located in Charleston, West Virginia; (xii) Residences at Courtyard Crossing, a 47-unit new construction seniors housing project, located in Independence, Kentucky; (xiii) Hempstead Landing, a 40-unit new construction family workforce housing project, located in Kettering, Ohio; (xiv) Resolution Family Apartments, a 51-unit new construction family workforce housing project, located in Ashtabula, Ohio; (xv) Thurston Landing II, a 40-unit new construction seniors housing project, located in Charleston, West Virginia; (xvi) Glenss Creek Manor, a 80-unit new construction seniors housing project, located in Frankfort, Kentucky; (xvii) Austin Commons, a 47-unit new construction family workforce housing project, located in Miami Township, Ohio; (xviii) Darby Run, a 50-unit new construction family workforce housing project, located in Kettering, Ohio; (xix) Resolution Senior Apartments, a 28-unit seniors housing project, located in Ashtabula, Ohio; (xx) Barnett Commons, a 32-unit new construction seniors housing project, located in Huntington, West Virginia; (xxi) Center City Lofts, a 55-unit new construction family workforce housing project, located in Midland, Michigan; (xxii) Residences at Courtyard Crossing II, a 50-unit new construction seniors housing project, located in Independence, Kentucky; (xxiii) Canal Crossing, a 42-unit new construction family workforce housing project, located in Hebron, Ohio; (xxiv) Walnut Woods, a 53-unit new construction family workforce housing project, located in Massillon, Ohio; (xxv) Imperial Lofts, a 36-unit new construction seniors housing project, located in Huntington, West Virginia; (xxvi) Patriot Point, a 36-unit new construction seniors housing project, located in Parkersburg, West Virginia; (xxvii) Bee Creek Crossing, a 80-unit new construction seniors housing project, located in Murray, Kentucky; (xxviii) 65 Nickel, a 43-unit new construction general occupancy workforce housing project located in Akron, Ohio; and (xxix) Parkway Lofts, a 43-unit new construction general occupancy workforce housing project located in Canton, Ohio.

The principals of Spire Development possess a combined 24-years of experience in the development and financing of real estate in the market rate, affordable, assisted living, and seniors housing sectors. The principals have been involved in the acquisition, pre-development, and development of over 2,300 multifamily housing units and over \$350 million of mixed-use real estate assets. Furthermore, they have been involved in the underwriting, structuring, and advisory of real estate transactions totaling over \$700 million.

Thomas Grywalski, CEO



Tom Grywalski is a co-founder and the president and chief executive officer of Spire Development, Inc., as well as a principal of Spire Real Estate Holdings, LLC.

Previously Tom worked for a mortgage banking and investment banking firm that specializes in providing financial solutions to the affordable housing and senior living sectors. While at that firm, Tom developed expertise in underwriting bonds as well as originating and structuring USDA, Fannie Mae, and HUD/FHA-insured debt solutions. Tom also possesses experience in sell-side advisory and direct investment transactions and has worked as an analyst for a Midwest private equity firm.

Tom served on active duty for six years as an infantry officer in the U.S. Army, where he earned the following qualifications: ranger tab, combat infantryman badge, expert infantryman badge, airborne wings, and air assault wings. Tom is a combat veteran of the wars in Afghanistan and Iraq.

Tom holds a master's degree in business administration from The Ohio State University and a bachelor's degree in philosophy from the United States Military Academy at West Point. He holds general securities representative licenses (Series 7, 63, and 79).

Scott Harrold, COO



Scott Harrold is a co-founder and the executive vice president and chief operating officer of Spire Development, Inc., as well as a principal of Spire Real Estate Holdings, LLC.

Previously Scott was a development executive for Steiner + Associates, a real estate developer and master-planner providing development, leasing, management, and third-party services. While at Steiner, Scott was part of the development team responsible for the development of Liberty Center, a 1.3 million square foot mixed-use center located in Cincinnati, Ohio.

Prior to joining Steiner + Associates, Scott was a vice president with a mortgage banking and investment banking firm that specializes in providing financial solutions to the affordable

housing and senior living sectors. While at that firm, Scott was responsible for all aspects of the structuring, underwriting, and closing processes. Prior to that, Scott worked as a development manager for a regional market-rate apartment developer.

Scott earned dual master's degrees in accountancy and city and regional planning from the Fisher College of Business and Knowlton School of Architecture at The Ohio State University. Scott also earned a bachelor's degree in finance from the University of Dayton, where he was awarded membership to the National Society of Collegiate Scholars.

Michael Hanagan, JD, CPA, Vice President of Finance

Michael Hanagan is vice president of finance with Spire Development and Spire Consulting.

Mike spent the last 10 years as a tax consultant with a large commercial and market rate developer. Most recently in this role, Mike served as the leader of complex tax transaction planning and analysis. Additionally, Mike worked cross functionally with accounting, legal, development, asset management, and executive leadership on a variety of significant operational and transactional matters.

Mike earned a bachelor's degree in financial services from Wright State University and a law degree from the University of Dayton School of Law. He is a licensed attorney and certified public accountant.

Amanda Northrup, Vice President of Asset Management

Amanda Northrup is vice president of asset management with Spire Development and Spire Consulting.

Previously Amanda worked as a regional manager for a full-service development and property management company specializing in affordable housing. In this role, Amanda was responsible for all aspects of the day-to-day operations of a portfolio of rental communities, including capital improvements and inspection readiness and response. Additionally, Amanda was responsible for the lease-up and stabilization of 13 affordable housing communities. Prior to her experience in the affordable housing industry, Amanda worked for 10 years as the operations manager for a residential custom home builder.

Amanda earned a bachelor's degree in human services and communication from Ohio University.

Sean McMickle, Vice President of Development

Sean is a vice president of development with Spire Development.

Previously Sean worked in The Ohio State University Department of Athletics, serving as the head nutritionist for Ohio State's football program for five seasons under head coach Urban Meyer. While with Ohio State, Sean created nutritional programming procedures and established standards of practice to promote athletic performance and development.

Sean holds a master's degree in business administration from The Ohio State University and a bachelor's degree in dietetics from The Ohio State University.

Ryan Laber, Development Associate

Ryan is a development associate with Spire Development.

Previously Ryan worked for Level Agency for Infrastructure, a planning and sustainability consultancy headquartered in Brooklyn, New York, where he served as Senior Engineer. In this role, Ryan provided services in sustainable infrastructure planning, risk assessment & resiliency planning, project implementation advice, and public policy analysis and design.

Prior to Level Agency for Infrastructure, Ryan worked as a Project Site-Civil Engineer for Bayer Becker, Inc., headquartered in Cincinnati. While at Bayer Becker, Inc., Ryan served as a client-facing project manager for multiple private multifamily and mixed-use real estate developments, where he collaborated with owners, design partners, and construction teams on due diligence, schematic design, and permitting during feasibility and pre-construction phases of development.

Ryan earned dual bachelor's degrees in Civil Engineering and City & Regional Planning from the Ohio State University and is a licensed Professional Engineer (P.E.).

Carson Showe, Development Associate

Carson is a development associate with Spire Development.

Previously Carson worked as an acquisitions associate for Urban Land Co., a multifamily investment and development company headquartered in Columbus, Ohio. In this role, Carson was involved in the identification, underwriting, due diligence, and closing of multifamily acquisitions. Prior to Urban Land Co., Carson worked as a real estate market analyst for Vogt Strategic Insights where he was involved in over 50 real estate market studies across 15 states.

Carson holds a master's degree in real estate development from Arizona State University and a bachelor's degree in economics from The Ohio State University.

Mrunal Matadar, Development Analyst

Mrunal Matadar is a development analyst with Spire Development and Spire Consulting.

While completing his undergraduate coursework, Mrunal was a development intern with Spire Development. Prior to that, he was a project engineer co-op with a large commercial general contractor in Louisville, KY. As a project engineer co-op, Mrunal worked on multifamily and healthcare projects, assisting with subcontractor coordination, quality control, submittal reviews, and other construction management procedures.

Mrunal earned a bachelor's degree in civil engineering from The Ohio State University.



HOPEWELL
COTTAGES

Hopewell Cottages is a general occupancy workforce housing community in the Village of Hebron, Licking County, Ohio. The community received 9% housing tax credits from the Ohio Housing Finance Agency.





HOPEWELL
COTTAGES

Spire Development | 330 West Spring Street, Suite 430, Columbus, Ohio 43215 | (614) 350-0391



Newberry Apartments is an age-restricted senior housing community in Parkersburg, Wood County, West Virginia. The community received 9% housing tax credits from the West Virginia Housing Development Fund.





NEWBERRY
APARTMENTS

Spire Development | 330 West Spring Street, Suite 430, Columbus, Ohio 43215 | (614) 350-0391



ARLINGTON RIDGE
T O W N H O M E S

Arlington Ridge Townhomes is a general occupancy workforce housing community in the City of Green, Summit County, Ohio. The community received 9% housing tax credits from the Ohio Housing Finance Agency.






ARLINGTON RIDGE
TOWNHOMES

Spire Development | 330 West Spring Street, Suite 430, Columbus, Ohio 43215 | (614) 350-0391



Three Springs Townhomes is a general occupancy workforce housing community in the City of Crescent Springs, Kenton County, Kentucky. The community received 9% housing tax credits from the Kentucky Housing Corporation.





THREE SPRINGS
TOWNHOMES

Spire Development | 330 West Spring Street, Suite 430, Columbus, Ohio 43215 | (614) 350-0391



THE LOFTS
AT MILNES PLAZA

The Lofts at Milnes Plaza is a general occupancy workforce housing community in the City of Coldwater, Branch County, Michigan. The community received 9% housing tax credits from the Michigan State Housing Development Authority.





THE LOFTS
AT MILNES PLAZA

Spire Development | 330 West Spring Street, Suite 430, Columbus, Ohio 43215 | (614) 350-0391



ARROWLEAF
APARTMENTS

Arrowleaf Apartments is a general occupancy workforce housing community in the City of Grove City, Franklin County, Ohio. The community received 9% housing tax credits from the Ohio Housing Finance Agency.





Spire Development | 330 West Spring Street, Suite 430, Columbus, Ohio 43215 | (614) 350-0391



Swan Creek Crossing is an age-restricted senior housing community in the Village of Swanton, Fulton County, Ohio. The community received 9% housing tax credits from the Ohio Housing Finance Agency.





Spire Development | 330 West Spring Street, Suite 430, Columbus, Ohio 43215 | (614) 350-0391



ROWAN
APARTMENTS

Rowan Apartments is a general occupancy housing community in Parkersburg, Wood County, West Virginia. The community received 9% housing tax credits from the West Virginia Housing Development Fund.





ROWAN
APARTMENTS

Spire Development | 330 West Spring Street, Suite 430, Columbus, Ohio 43215 | (614) 350-0391



HAWTHORN LANDING
A P A R T M E N T S

Hawthorn Landing is a general occupancy workforce housing community in Fairborn, Greene County, Ohio. The community received 9% housing tax credits from the Ohio Housing Finance Agency.







Campbell Landing is a general occupancy workforce housing community in Bellefontaine, Logan County, Ohio. The community received 9% housing tax credits from the Ohio Housing Finance Agency.







The Residences at Courtyard Crossing is an age-restricted senior housing community in Independence, Kenton County, Kentucky. The community received 9% housing tax credits from the Kentucky Housing Corporation.







Thurston Landing is a general occupancy and age-restricted senior housing community near St. Albans, Kanawha County, West Virginia. The community received 9% housing tax credits from the West Virginia Housing Development Fund.





HEMPSTEAD
LANDING

Hempstead Landing is a general occupancy workforce housing community in Kettering, Montgomery County, Ohio. The community received 9% housing tax credits from the Ohio Housing Finance Agency.





Resolution Apartments is a general occupancy workforce housing community in Ashtabula Township, Ashtabula County, Ohio. The community received 9% housing tax credits from the Ohio Housing Finance Agency.





THURSTON
LANDING II

Thurston Landing II is a general occupancy and age-restricted senior housing community near St. Albans, Kanawha County, West Virginia. The community received 9% housing tax credits from the West Virginia Housing Development Fund.





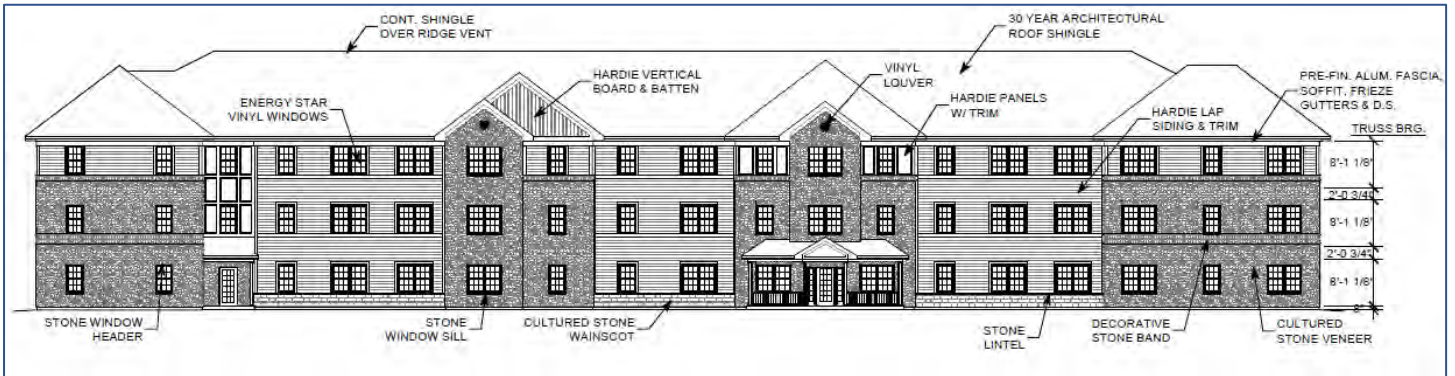
GLENN'S CREEK
MANOR

Glenns Creek Manor is an age-restricted senior housing community in Frankfort, Franklin County, Kentucky. The community received 9% housing tax credits from the Kentucky Housing Corporation.





Darby Run is a general occupancy workforce housing community in Kettering, Montgomery County, Ohio. The community received 9% housing tax credits from the Ohio Housing Finance Agency.



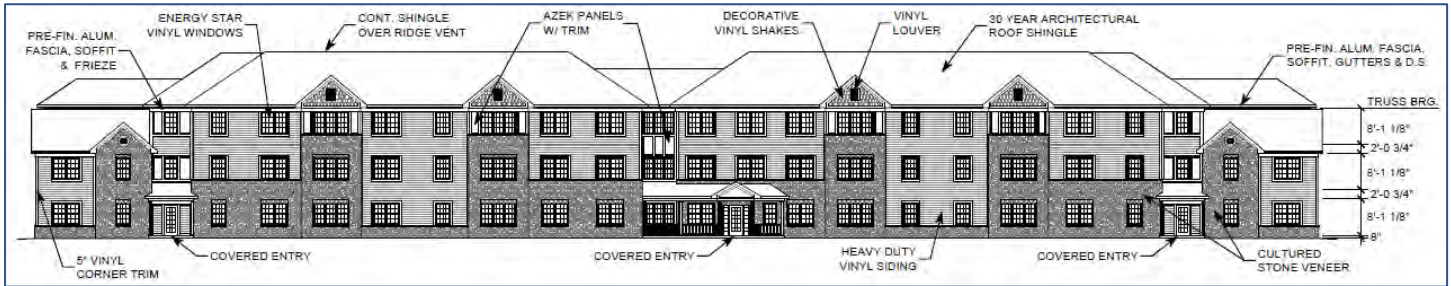


Austin Commons is a general occupancy workforce housing community in Miami Township, Montgomery County, Ohio. The community received 9% housing tax credits from the Ohio Housing Finance Agency.



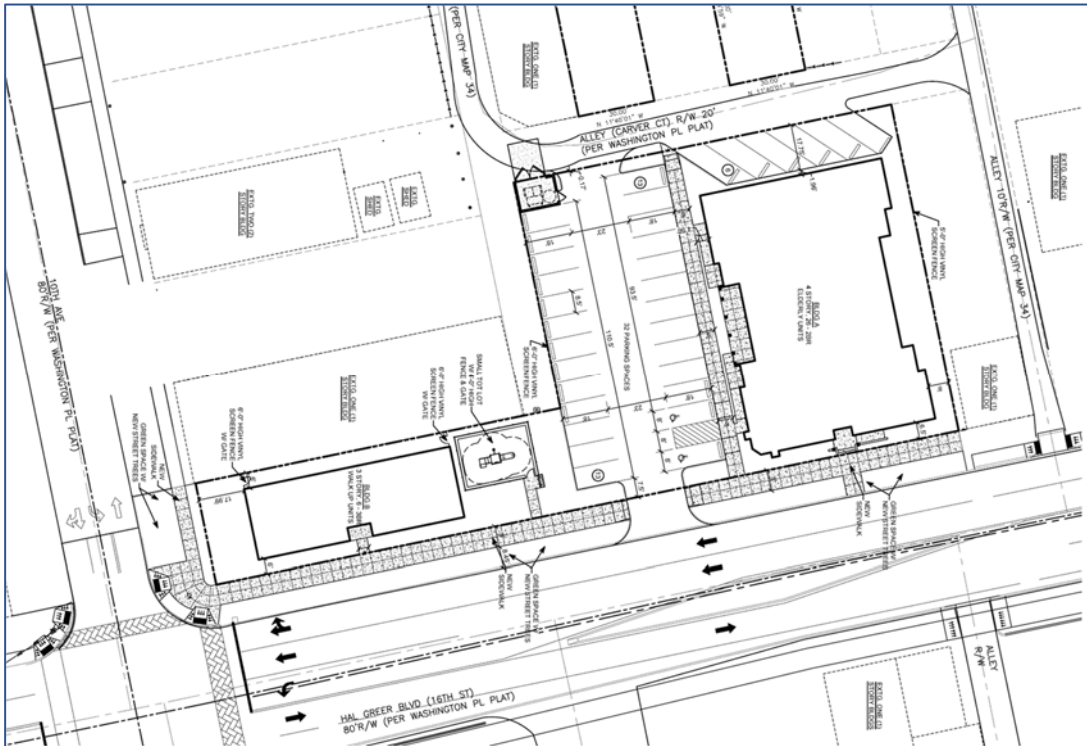


Resolution Senior Apartments is an age-restricted senior housing community in Ashtabula, Ashtabula County, Ohio. The community received 9% housing tax credits from the Ohio Housing Finance Agency.





Barnett Commons is a general occupancy and age-restricted senior housing community in Huntington, Cabell County, West Virginia. The community received 9% housing tax credits from the West Virginia Housing Development Fund.



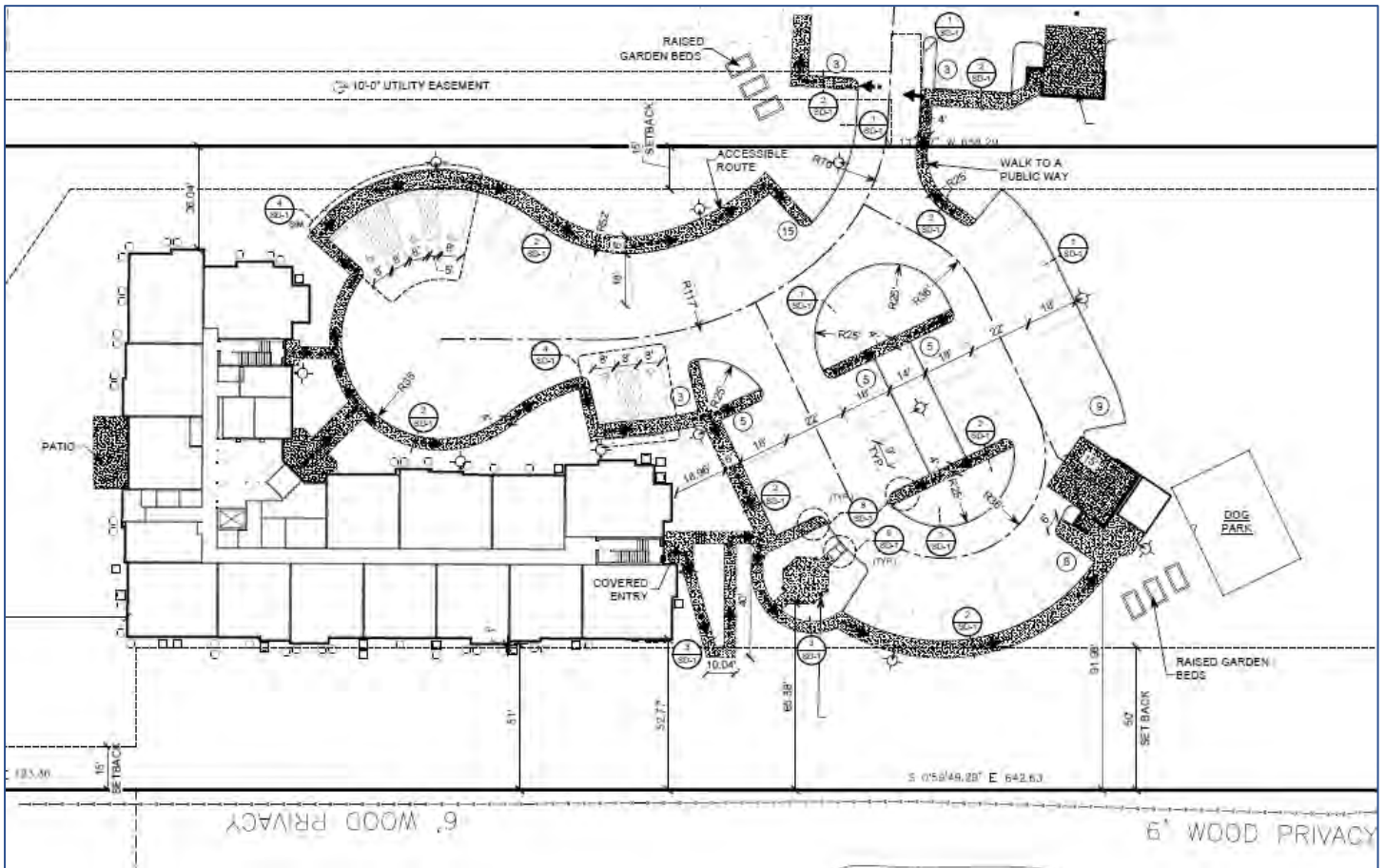


Center City Lofts is a general occupancy family housing community in Midland, Michigan. The community received 9% housing tax credits from the Michigan State Housing Development Authority.



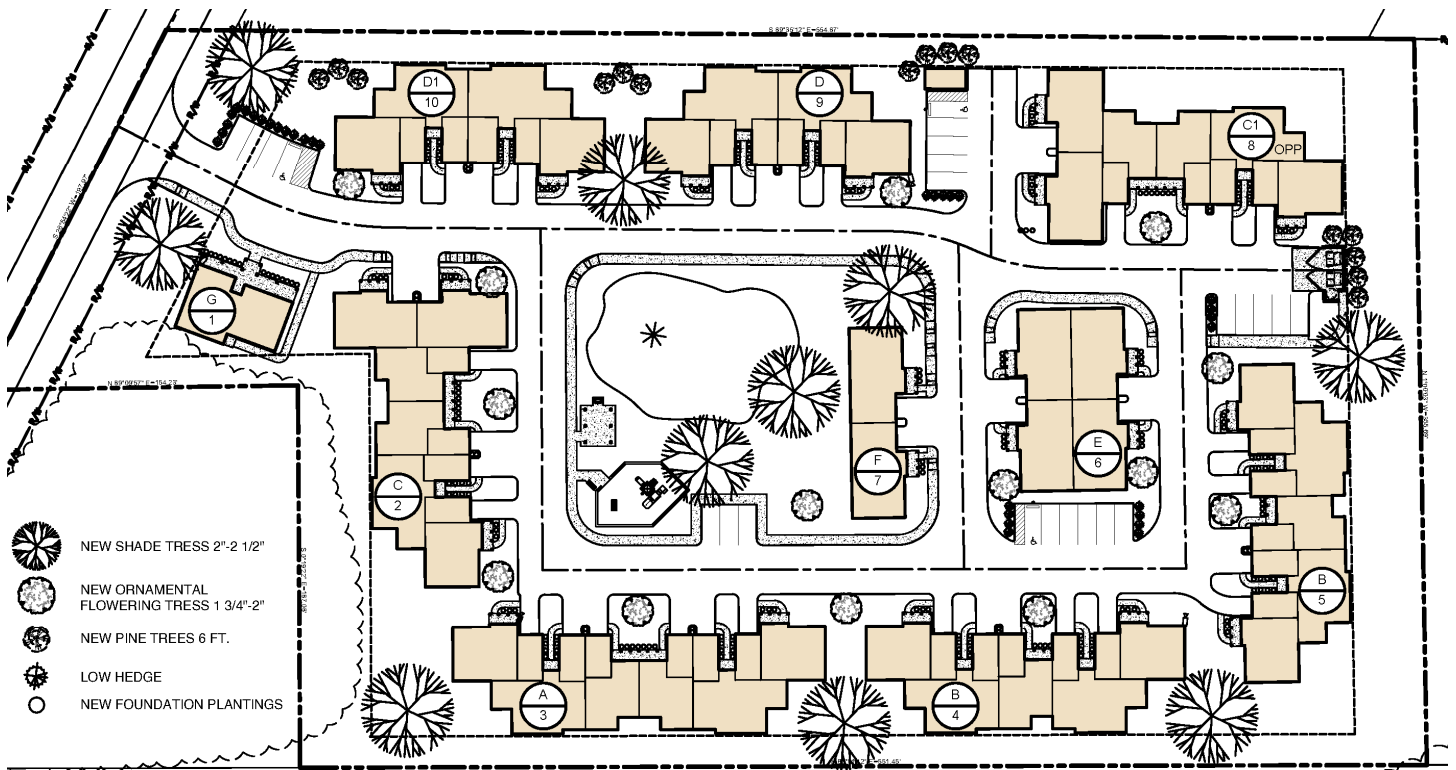
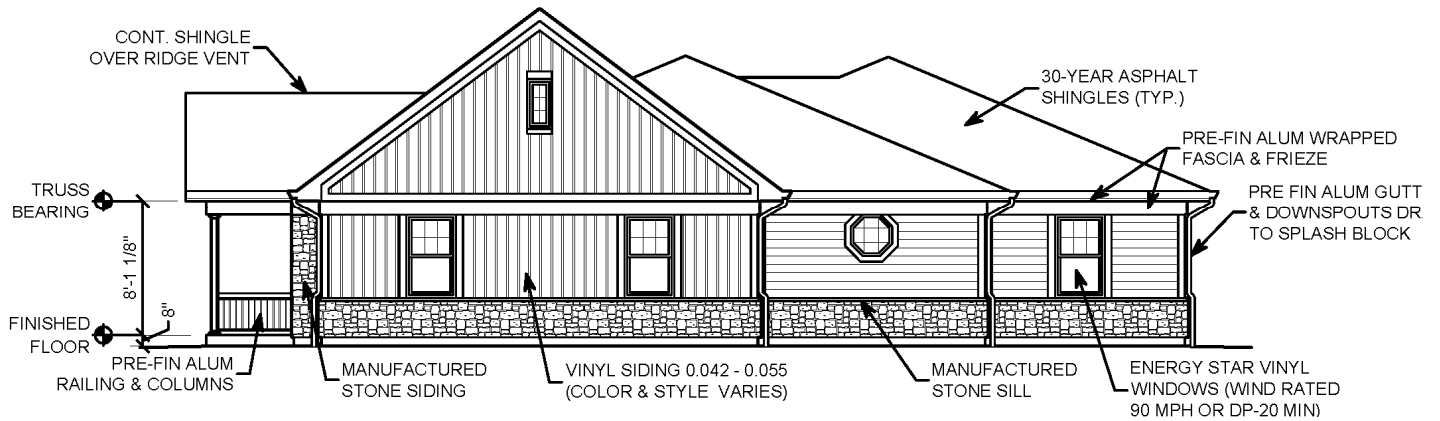
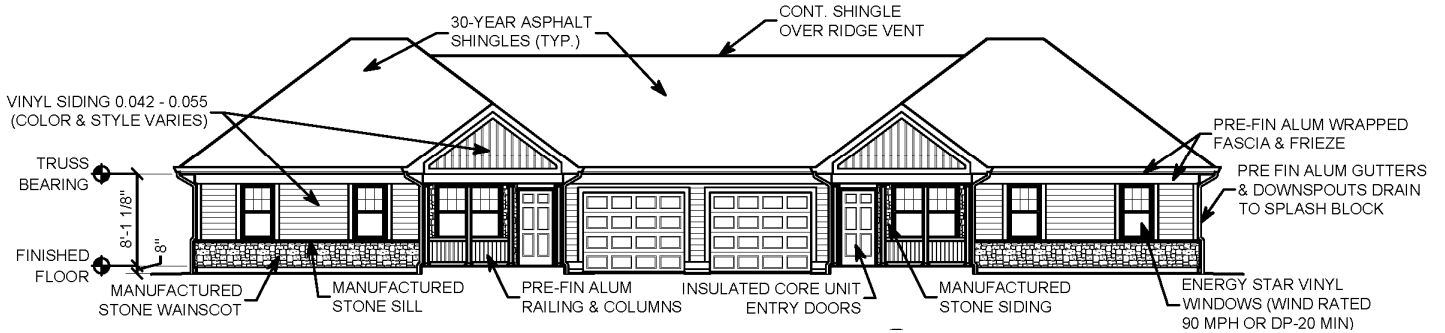


The Residences at Courtyard Crossing is an age-restricted senior housing community in Independence, Kenton County, Kentucky. The community received 9% housing tax credits from the Kentucky Housing Corporation in 2022 and will open in 2024.



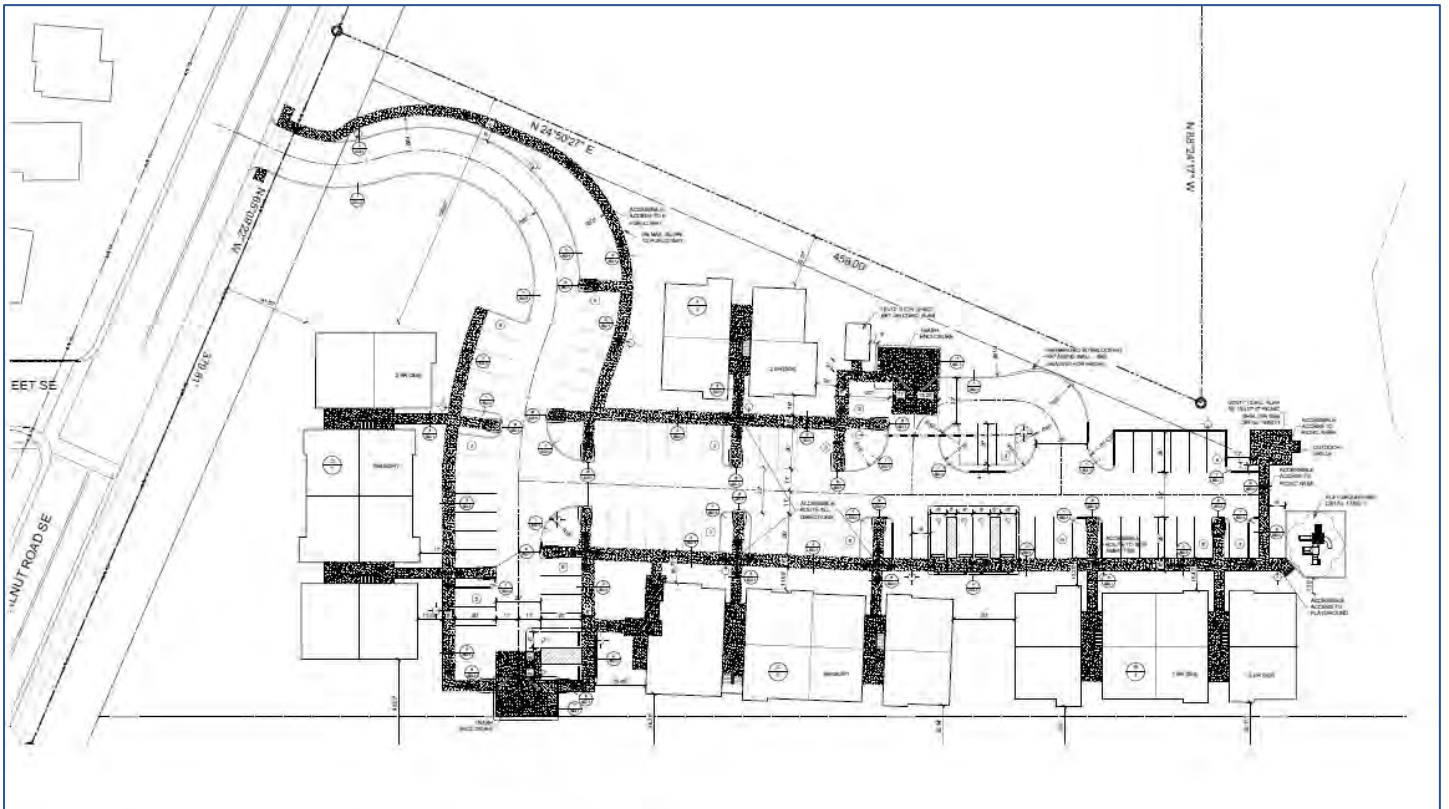


Canal Crossing is a general occupancy family housing community in Hebron, Ohio. The community received 9% housing tax credits from the Ohio Housing Finance Agency in 2022 and will open in 2024.





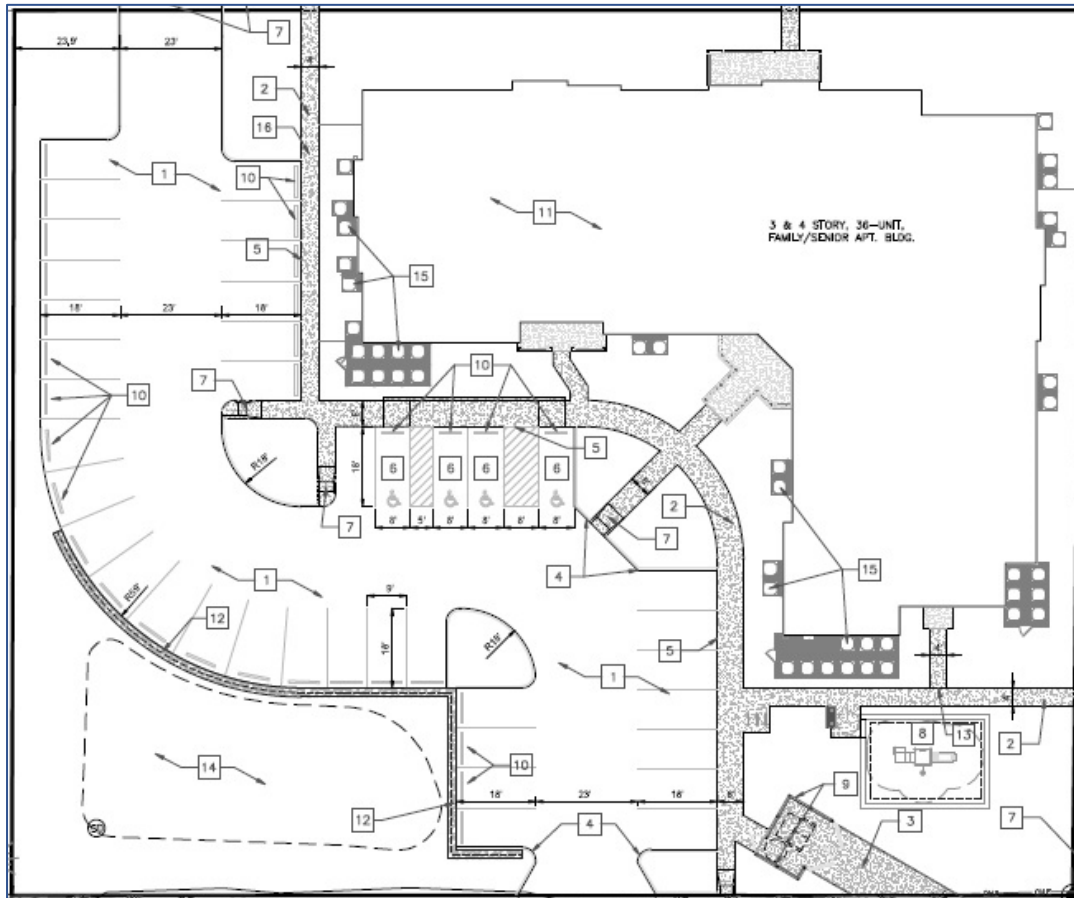
Walnut Woods is a general occupancy family housing community in Massillon, Ohio. The community received 9% housing tax credits from the Ohio Housing Finance Agency in 2022 and will open in 2024.





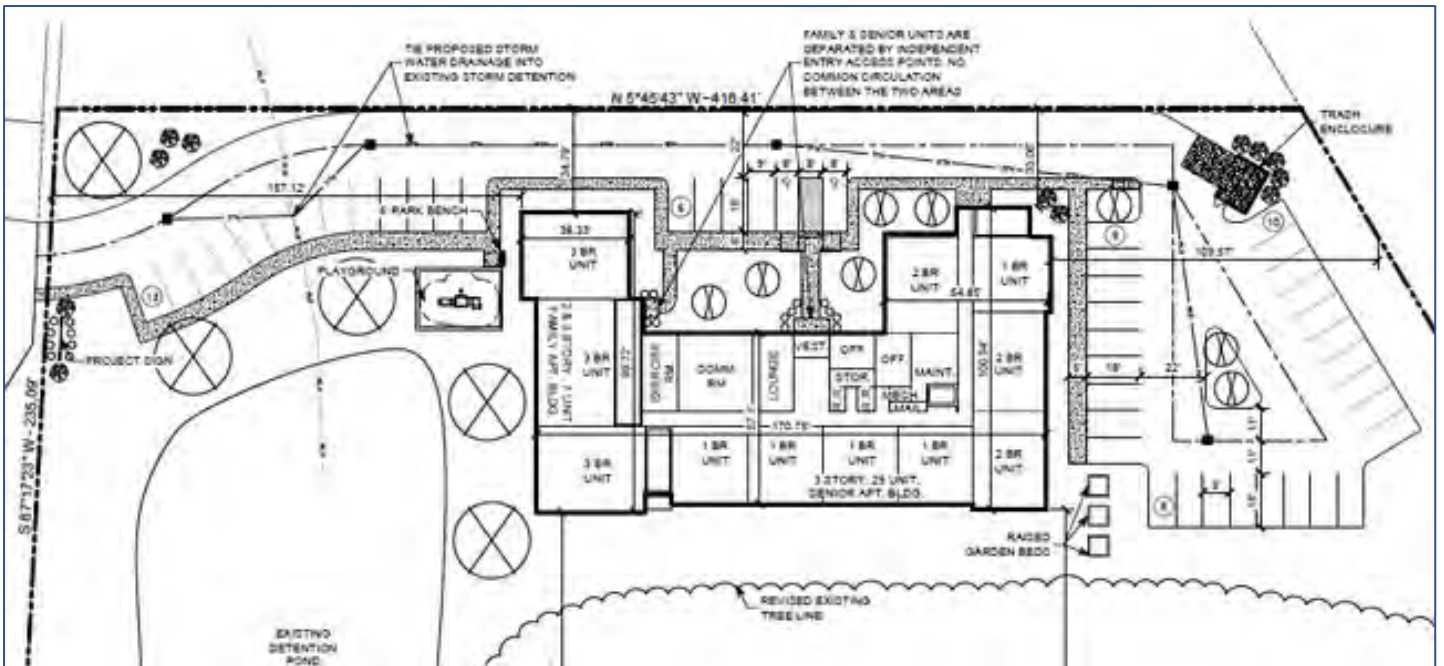
IMPERIAL LOFTS

Imperial Lofts is a general occupancy and age-restricted senior housing community in Huntington, Cabell County, West Virginia. The community received 9% housing tax credits from the West Virginia Housing Development Fund in 2022 and will open in 2024.





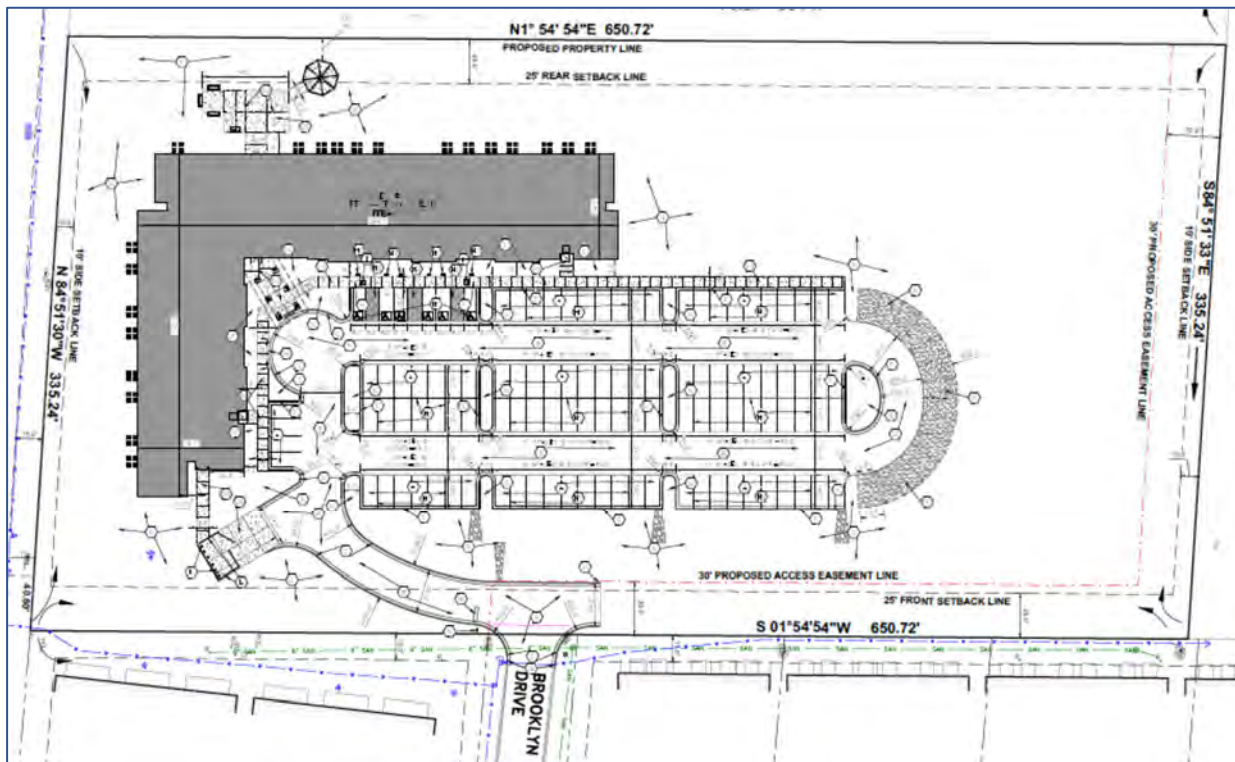
Patriot Point is a general occupancy and age-restricted senior housing community in Parkersburg, Wood County, West Virginia. The community received 9% housing tax credits from the West Virginia Housing Development Fund in 2022 and will open in 2024.





BEE CREEK CROSSING

Bee Creek Crossing is an age-restricted senior housing community in Murray, Calloway County, Kentucky. The community received 9% housing tax credits from the Kentucky Housing Corporation in 2023 and will open in late 2024.



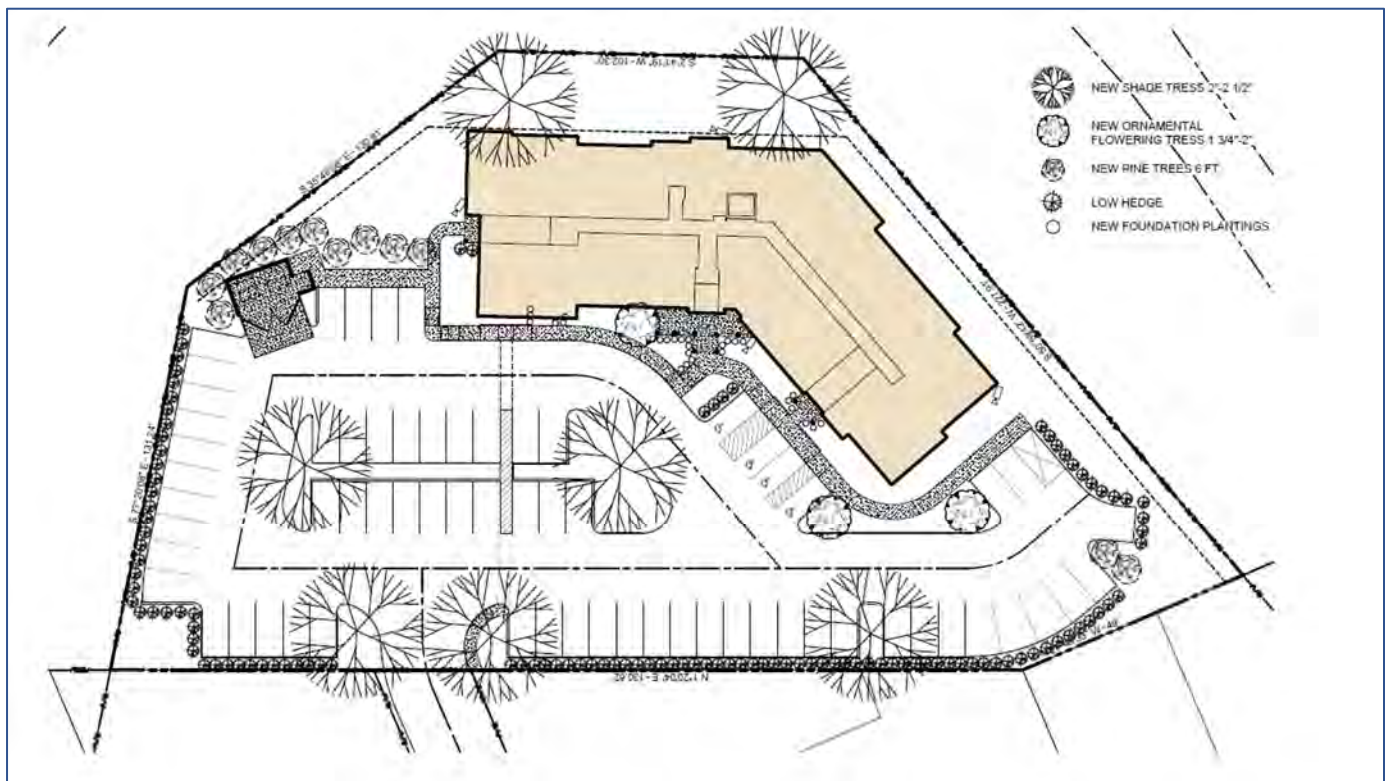


65 Nickel is a general occupancy family housing community in Akron, Ohio. The community received 9% housing tax credits from the Ohio Housing Finance Agency in 2023 and will open in 2025.





Parkway Lofts is a general occupancy family housing community in Canton, Ohio. The community received 9% housing tax credits from the Ohio Housing Finance Agency in 2023 and will open in 2025.



Berardi + Partners
Project Architect

Contact

Chris Bruzzese

614-221-1110

cbuzzese@berardipartners.com



BERARDI+

ARCHITECTURE | INTERIOR DESIGN | ENGINEERING

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OUR MISSION

*Our craft is architecture.
But our passion is people.*

FIRM HISTORY & BACKGROUND

Berardi+ was established in 1979 as Berardi/Plaisted Architects. Founding Partner George Berardi always planned the founding of a Design Firm that serves and satisfies the specialized needs of our Clients, with a focus toward effective design and planning solutions for the varied housing needs, with a good sense of cost controls, through the most effective integration of the built environment. Our firm culture is grounded in family values and respect, both with our associates and our clients. For this very reason, we view our firm as an extension of our family, and those communities we serve. And for greater than 42 years, we have maintained consistent growth, while adding Chris Bruzzese in 1981 as our first associate, and Partner since 1992. With our focus on service to our clients and communities, we have grown to over 50 associates completing several thousand varied projects, including several hundred thousand housing units....each project and unit type with their own complexities and for very diverse user populations, from populations in need to populations at the highest levels of custom market drive product.

Since our early days Berardi+ has evolved as a full service, multi-disciplinary firm providing distinct design through Architecture, Interior Design, and Building Engineering Systems, always committed to the highest level of professional service. And since our founding, we at Berardi+ have successfully managed that broad range of work including historic rehabilitation, all manner of multi-family housing, commercial and industrial development, institutional and educational environments, adaptive reuse, and master planning...the latter assisting site selections through our visualization process.

Our collaborative team strives to enhance our client's objectives, always with unique design tailored for each project. Our diversified staff, which includes 18 licensed professionals, continues to effectively manage a broad range of work. And our offering of multi-disciplinary services provides seamless coordination between architecture, interior design, and engineering, ensuring cost effective solutions in design operations, ease of project maintenance, and sustainability. As Managing Partner and Design Strategist, George Berardi continues to foster growth and new opportunities for the firm working collaboratively with each professional association to enhance the client's vision.

Ultimately, our mission statement is the embodiment of why we exist: Our profession is architecture and design, but our passion is people. We strive to develop functional, cost effective and sustainable environments for all as we serve through our talents for responsive planning. And we learn about 'what's next' through the continued study of current and 'imagined' future trends, broadened in many respects, by our reach throughout the United States, from coast to coast. Our values, culture and time are all centered on relationships with people. Perhaps that somewhat lends to our unique quality, because at the center of what we do, exists our passion for others. For us, it's more than a statement, it's a vision that is manifest in our daily lives and interactions with those we seek to empower. Most of our client partnerships are long-lasting, and have been a reward to Berardi+, for striving to honor individual client's values through the realization of their goals and visions.

PROJECT TEAM



BERARDI + PARTNERS, INC.

GEORGE BERARDI, RA

Managing Partner, Design Strategist

EDUCATION

1974 BS in Architecture
The Ohio State University

1970-1973 Civil Engineering
The Ohio State University

PROFESSIONAL AFFILIATIONS

American Institute of Architects

National Council of Architectural
Registration Boards

REGISTERED ARCHITECT

Ohio	Wisconsin
West Virginia	Arizona
South Carolina	Michigan
North Carolina	Illinois
New York	Utah
Iowa	Georgia
Massachusetts	Nebraska
Tennessee	Florida
Missouri	New Jersey
Kansas	Louisiana
Texas	Indiana



As Managing Partner and Design Strategist, George listens to clients' expressions of need for their new environments, and through those interpretations, creates a vision. He brings to each project a clear understanding of function and aesthetic appropriateness as it relates to creating a thoughtful, responsible solution that meets the clients' program, and becomes an integral form within the fabric of our communities.

George's continuous client involvements and attention to project details throughout the life of each project assures that client-directed programmatic requirements, as well as design intent, are maintained throughout the design and development process. His experience is quite varied and includes housing, educational, medical, research, and mixed use office and retail development. But, his most significant body of work however is that demonstrated by the completion of several hundred thousand specialized housing units throughout the United States. A portion of this housing was completed in concert with specialized State and Federal funding sources and housing programs available through the US Department of Housing and Urban Development.

Finally, as Design Strategist for the Firm, George has been responsible for creating architecture that is functional, contextual, dignified and inspirational. He has designed a wide variety of building types, all based solidly on a foundation of quality and integration of specific Owner needs. His work has received widespread professional and public acclaim, and fulfills the promise of illustrating quality architecture for the public.

George Berardi has a quite simple philosophy about his life in architecture...he truly looks forward to 'his next '50' years' in a most rewarding profession, with great anticipation for changes in building technology, as they may expand the breadth of the creative process.

BERARDI + PARTNERS, INC.

CHRIS BRUZZESE, RA

Partner, Company Integrator

EDUCATION

1979 BS in Architecture
The Ohio State University

PROFESSIONAL AFFILIATIONS

American Institute of Architects
National Council of Architectural
Registration Boards
U.S. Green Building Council

REGISTRATIONS

LEED AP

REGISTERED ARCHITECT

Ohio
Michigan
Alabama
Pennsylvania
Kentucky
Georgia

PUBLIC ENGAGEMENT

2021: Dana Ave Duplex Renovation
Franklinton Rising

2020: Open Air Structure
Dwell Community Church

2021: Skills Center and Auto Sales
Luke's Auto

2016: The Warehouse
Dwell Community Church

1992-Present: Church Deacon
Dwell Community Church



As Partner and Company Integrator, Chris' responsibilities include overall management of office operations, production controls and development of design, systems implementation and firm quality control. Chris remains directly involved with projects through all phases for a variety of clients and building types. Other responsibilities include management of human resources.

Chris received his Bachelor of Science degree in Architecture from The Ohio State University in 1979. He has been a Registered Architect in Ohio for more than 30 years and is currently registered in multiple states. Through his years of service, Chris has been involved with virtually every housing project type and every funding type for healthcare, independent living, and assisted living.

In 1983, Chris implemented the firm's first AutoCAD drafting system, and implementation to all document development. He manages select critical projects and oversees a variety of others projects with a primary emphasis on development of construction documents and quality control. He is responsible for coordination and standardization of working drawings and specifications.

The tenure and experience acquired to date has enabled Chris to successfully complete a wide range of projects types including new build, historic, restoration and preservation while establishing a commitment to the client. Notable accomplishments include completion of the largest HUD multi-family rehabilitation project in the country for the Villages at Roll Hill in Cincinnati; and as a LEED Accredited Professional he successfully managed the country's first Mid Rise LEED for Homes housing project.

BERARDI + PARTNERS, INC.

JOE YOUST

Project Executive, Director of Operations

EDUCATION

2013 PMP Boot Camp
Project Management Institute

2005 Associates of Applied Science in Architecture
Columbus State Community College

PROFESSIONAL HIGHLIGHTS

Wade Park
Cuyahoga MHA

Carnegie Tower
National Church Residences

Boys and Girls Club Milo Grogan
Boys and Girls Club

Stygler Village
National Church Residences

Bennett Point
Cincinnati MHA



As the Director of Operations, Joe works with the client to ensure project expectations are met and exceeded. With 20+ years of experience in the field of architecture, he has developed an expansive knowledge base in all aspects of project development, from schematic design through construction administration. Joe's responsibilities include coordinating all aspects of the project including schematic design, building codes, permits, schedules, consultants, cost estimates, drawings, specifications, bidding, construction administration, submittals, and site observation. His attention to detail reflects the firm's mission to ensure the Client's vision and goals are a successful reality. He has worked on projects spread across dozens of states and various architectural types including hospitality, retail, office, restaurant and multifamily.

Joe has spent many years overseeing the management of projects and works efficiently to coordinate the efforts of multiple disciplines to produce quality work that is presented on time and on budget. His dedication to the profession is evidenced by his accomplishments and the performance awards he has received over the years. Joe currently is heavily involved in project implementation and construction administration to ensure that projects are constructed in full compliance with required development and established code standards, as well as the firm's standard for quality and client satisfaction.

BERARDI + PARTNERS, INC.

JOE BERARDI, RA

Director of Historic Rehabilitation,
Project Executive

EDUCATION

2009 Master of Architecture
Boston Architectural College

2002 BS in Architecture
The Ohio State University

PROFESSIONAL AFFILIATIONS

American Institute of Architects

U.S. Green Building Council

REGISTRATIONS

Registered Architect

LEED AP - BD + C and HOMES

PUBLIC ENGAGEMENT

2018-Present: Board Member
Knowlton Alumni Society

2014-Present: Speaker and Volunteer
Camp Architecture

2015: Panel Speaker
Cleveland State University



As Director of Historic Rehabilitation, Joe has become the office liaison with the State Historic Preservation Office (SHPO) and the National Park Service (NPS). As a result, our office has been able to sustain a continuous workflow focused on Historic Preservation. Joe's involvement has resulted in an excess of \$320,000,000 worth of historic preservation construction costs. By having an open line of communication with the governing historic entities, we are able to propose creative and innovative solutions to meet our client's programmatic needs.

Joe has been working in the field of Architecture for nearly two decades, joining Berardi+ in 2008 alongside the firm's founding Partner and Uncle, George Berardi. Joe's primary focus includes project management of various building types, conceptual design planning, program development, project quality control, historic renovations and green/energy efficient design methodologies.

Since joining the firm, Joe has become involved in ensuring associates are receiving the mentoring and guidance to help them improve as aspiring Architects and Project Managers. Joe is also instrumental in the evolution of the firm's practice, implementing BIM protocols and standards.

BERARDI + PARTNERS, INC.

MISSY SPIRES

Project Manager

EDUCATION

1998 BS in Architectural Engineering
University of Cincinnati

REGISTRATIONS

LEED AP

PROFESSIONAL HIGHLIGHTS

Columbus Road
Realife Realty

Erievue Tower
Erievue LLC

The City
Prospect Wango LLC



Melissa has 18 years of experience in the Architecture field with an extensive knowledge in hospitality, corporate, education, retail and multi-family architecture. A seasoned leader in multi-million dollar projects, Melissa's focus is coordinating projects from start to finish including design, documentation and construction. Her projects span from large mixed-use, multi-family residential projects to small renovations and additions.

Throughout her career, Melissa has been focused on providing creative design solutions and providing the best product for the end users.

As a Project Manager, she coordinates all aspects of the project including schematic design, building codes, permits, schedules, consultants, cost estimates, drawings, specifications, bidding, construction administration, submittals, and site observation. With 18 years of experience in the field of architecture, she has developed an expansive knowledge base in all aspects of project development, from schematic design through construction administration.

TEAM STRUCTURE

Berardi+ provides a collaborative Project Studio that supports our clients throughout the entire project. Within the primary studio arrangement, a pair of teams which includes a Project Manager, Project Leader, and Project Designer work together seamlessly to provide consistent service. The Project Managers shift the teams to accommodate the ebb and flow of the studio work to ensure each associate is informed on all projects within the studio. This allows successful work/life balance for our associates and maintains quality work throughout the project.

Each studio has a Lead Designer who works directly with George Berardi, the Managing Partner and the Firm's Design Strategist on development of the design. The Lead Designer maintains the design intent throughout the entire project. There is consistent synergy between the Project Manager, the Lead Designer, and the Design Strategist to ensure an efficient, quality design that encompasses the Client's vision.

The entire Project Studio is managed by the Project Executive in order to ensure the Client's expectations are exceeded by managing the project schedule, budget, design approach, and consultants. The Project Executive is consistently involved with all aspects of the design process.

DISCOVERY	
01	The preliminary step of the design process is to discover goals and potential barriers.

ENHANCE	
03	This is where refinement meets resolution as our team enhances the design using proven organizational strategies.

EVALUATE	
05	Our team works to provide thoughtful evaluation of the project to ensure it's completed on time and on budget.

VISUALIZE	
02	The most important step is to understand the client's and occupant's needs. We help the client visualize the potential.

COMPOSE	
04	The composition of detailed drawings and specifications reinforces the initial project goals, program and priorities.

MATERIALIZE	
06	We work diligently with the contractor during construction in order to provide a seamless realization of the project.

DISCOVERY

Through research and documentation of existing site conditions, we analyze the project scope, site constraints, local jurisdictional requirements, and recognize potential challenges. We collaborate with the client to define the project parameters to optimize the project potential.

VISUALIZE

The most creative step in the design process, we generate imagery to drive conversations with the client to help them visualize the potential and aesthetics of the project. With the use of site plans, floor plans, elevations, and renderings, our team strives to create designs that exceed expectations.

ENHANCE

With a successful design concept, our team takes the design to the next level with in-depth refinement and continued resolution to site, building and jurisdictional challenges. The enhancement of the design through organizational strategies enables the program and scope of the project to be finalized and proceed with final documentation.

COMPOSE

Our team works diligently to compose final documentation of the building prior to construction. The refinement of the enhanced design is completed with detailed drawings and associated specifications to effectively provide instructions to the contractor. The final iteration reinforces the initial project program, scope, and priorities.

EVALUATE

Completion of the construction documentation and design allows thoughtful evaluation of the project as it applies to the client's budget, the permitting process, and contractor bidding to ensure all steps have been taken to enhance the client's vision and produce a quality environment.

MATERIALIZER

As the client's vision begins to materialize in construction, our team partners with the contractor to ensure the success of the project. Attentive and concise responsiveness to the field conditions is critical and we take pride in our ability to service the client and contractor in that manner.

FEATURED PROJECTS





ARLINGTON RIDGE

GREEN, OHIO

Client: Spire Development

The project consists of a 46 unit multi-family townhouse project with five buildings situated on 11.6 acres at 681 Moore Road, Green, Ohio. The project will include 8 – 1 bedroom garden units; 2 - 2 bedroom garden units, 28 - 2 bedroom townhome units, 2 – 3 bedroom garden units and 6 – 3 bedroom townhome units. Also included is a one story 2262 sf. Community Center. Other details of the project program are depicted in the OHFA submission drawings. Scope of work includes design for all on-site proposed development work.





ARROWLEAF GROVE CITY, OHIO

Client: Spire Development

Arrowleaf Apartments is situated on a 4.773 acre site located in Grove City, Ohio. The project will be developed under the 2015 Green Enterprise Green Communities Criteria on land with existing infrastructure including water, sewer, electric and communication utilities, and existing sidewalks and roads. Arrowleaf is comprised of one, two, and three bedroom units, amenities fitness room office space. The project has been awarded Housing Tax Credits and will therefore be subject to the requirements and commitments made to the Ohio Housing Finance Agency.





SWAN CREEK CROSSING

SWANTON, OHIO

Client: Spire Development

Swan Creek Crossing is situated on a 7.1969 acre site located in the Village of Swanton Ohio. The project will be developed under the 2015 Green Enterprise Green Communities Criteria on land with existing infrastructure including water, sewer, electric and communication utilities, and existing sidewalks and roads. Swan Creek Crossing is comprised of a single two story 28 unit building for senior housing. Units are comprised of one and two bedroom units, amenities including a management office, first floor community space with warming kitchen, library/lounge space, activities/fitness room, laundry room and socialization spaces. The project has been awarded Housing Tax Credits and will therefore be subject to the requirements and commitments made to the Ohio Housing Finance Agency.





THE LOFTS AT MILNES PLAZA COLDWATER, MICHIGAN

Client: Spire Development

The Lofts at Milnes Plaza is situated on a 1.44 acre site located at 20 North Hanchett Street, Coldwater, Michigan 49036. The project will be developed under 2015 Green Enterprise Green Communities criteria on land with access to existing infrastructure including water, sewer, electric, communication utilities, and existing sidewalks and roads. The project is comprised of a single four story multi-family 50 unit residential building. Units are made up of one, two, and three bedrooms. Three bedroom amenities include a management office, first floor community space with warming kitchen, library, unit storage rooms and socialization spaces. The project has been awarded Housing Tax Credits and will therefore be subject to the requirements and commitments made to the Michigan State Housing Development.



LAUREL GREEN COLUMBUS, OHIO

Client: Community Housing Network

Laurel Green was constructed in 2018 as a 3 story / 40 unit, affordable, permanent, supportive housing project in Columbus Ohio, specifically designed for residents with mental illness, poverty or other disabilities. Funded through federal tax credits, Laurel Green is located in northern Columbus on an urban infill site, designed with a rear courtyard for resident outdoor socialization complete with a patio, gazebo, outdoor dining space and walking path. Interior amenities include a full size community room with a warming kitchen, fitness room and training space for on site vocational training. The design team successfully integrated these programmatic features within the modest available project budget.





TERRACE PLACE COLUMBUS, OHIO

Client: Community Housing Network

Terrace Place is a permanent supportive housing development that has homes for 60 formerly homeless individuals or individuals that are at risk of homelessness. Terrace Place is located on E. Ninth Avenue in Columbus' Weinland Park neighborhood and is part of the 7-acre South Gateway II redevelopment facilitated by Campus Partners for Urban Redevelopment. Terrace Place provides office space to The Ohio State University Extension offices, which increases the availability of employment and financial counseling services offered to both Terrace Place and Weinland Park residents. This 4-story project features an activity room, community room and is within close proximity to a park, a library, safety services, public transportation and employment opportunities.



COMMONS AT GARDEN LAKE TOLEDO, OHIO

Client: National Church Residences

National Church Residences received a special allocation from the Ohio Housing Finance Agency for Low Income Housing Tax Credits to assist in the development of The Commons at Garden Lake located in Toledo, Ohio. NCR and Berardi+ were selected to produce the 75 unit development designed with 540 square foot one-bedroom units along with common area spaces and accommodations associated with counseling and education.



Commons at Garden Lake is a community for formerly homeless and disabled veterans. The building was specifically designed with the special needs of its residents in mind. In addition, supportive services are provided right in the building. Residents receive the services they need that improve mental, emotional, physical, and financial stability including work readiness and employment services to help them gain economic independence.

PASSIONS AND VALUES



WE VALUE SUSTAINABILITY



RENAISSANCE SENIOR APARTMENTS

TOLEDO, OHIO

Client: National Church Residences

Cost: \$10.5 million

The Renaissance project was one of the first LEED Platinum Certifications in the State of Ohio for a Historic Tax Credit Project. The 'Renaissance Building' was originally developed at the turn of the last century as part of the Valentine Theater complex in downtown Toledo. The building was redeveloped as part of a program to revitalize downtown Toledo while providing cost effective housing for the elderly.

VILLAGES AT ROLL HILL

CINCINNATI, OHIO

Client: Fay Limited Partnership

Cost: \$21 million

This project, at one time, was the largest LEED Certified affordable housing project in the United States. The Villages at Roll Hill initially consisted of 108 two-story buildings containing 892 dwelling units on 76 acres, all constructed in 1962. The 2010 renovation modified the multi-family project into 703 dwelling units. The redevelopments renewed the interiors and ultimately enhanced the community setting.

COMMONS AT BUCKINGHAM

COLUMBUS, OHIO

Client: National Church Residences

Cost: \$7 million

Building design, material specification and construction methods permitted The Commons at Buckingham to be the first LEED Platinum Certified project in the state of Ohio, the first LEED Platinum designation for any multi-family housing project funded through the Ohio Housing Finance Agency, and the first LEED for Homes Mid-rise Affordable Housing Project developed in the United States.

BY THE NUMBERS

40+ HISTORIC PRESERVATION PROJECTS

30+ LEED PROJECTS

220,000 HOUSING UNITS CONSTRUCTED

18 LICENSED PROFESSIONALS

COMPLETED PROJECTS IN 32 STATES

"We strive to serve the needs of our clients and occupants of our designs, and society as a whole by creating quality environments through effective design and planning."

FAMILY-ORIENTED. SERVICE. NON-CORPORATE. PARTNERSHIPS THAT FORM RELATIONSHIPS.

WE VALUE OUR COMMUNITY

SUSTAINABILITY

Berardi+ has completed over 30 LEED projects and believes that buildings should be designed to be socially and environmentally responsible and ultimately improve the quality of life.



LIFE REMODELED

Berardi+ is dedicated to supporting Life Remodeled through pro-bono services, volunteer hours and financially in support of the work they do to strengthen Detroit communities.



OFFICE ASSOCIATESHIP

Berardi+ sponsors the tuition for two students each year at the Austin E. Knowlton School of Architecture.



PELOTONIA

In 2015 and 2016, Berardi+ has raised \$16,860.17 dollars to help with cancer research.





HOLIDAYS FOR HOPE VOLUNTEERS OF AMERICA, MICHIGAN

The VOA-Michigan is the largest provider of homeless services in the Capital Region and Berardi+ is honored to be an Advocacy Sponsor. Through our sponsorship, VOA was able to provide warm clothing and a toy for 31 children, warmth for six seniors and a complete holiday experience for four families.



STUDENT OUTREACH GUEST LECTURES

Several Berardi+ employees have been invited to guest lecture and teach at the following universities:
The Ohio State University
Bowling Green State University
Columbus State University
Boston Architectural College



STUDENT OUTREACH MENTOR PROGRAM

Every year, professionals have the opportunity to engage with students through the Knowlton Alumni Society Mentor Program. Berardi+ has actively engaged with and mentored over 20 students.



BERARDI+

ARCHITECTURE | INTERIOR DESIGN | ENGINEERING

Three Rivers Corporation
Project General Contractor

Contact

Shannon Tait

989-631-9726

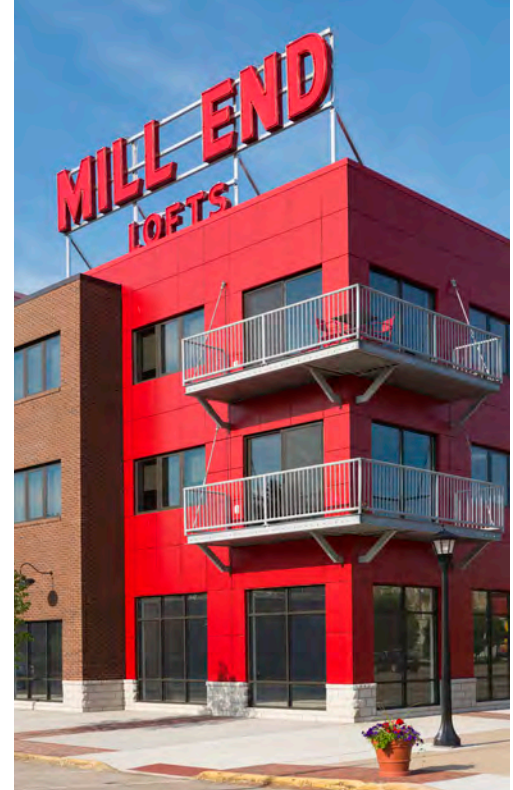
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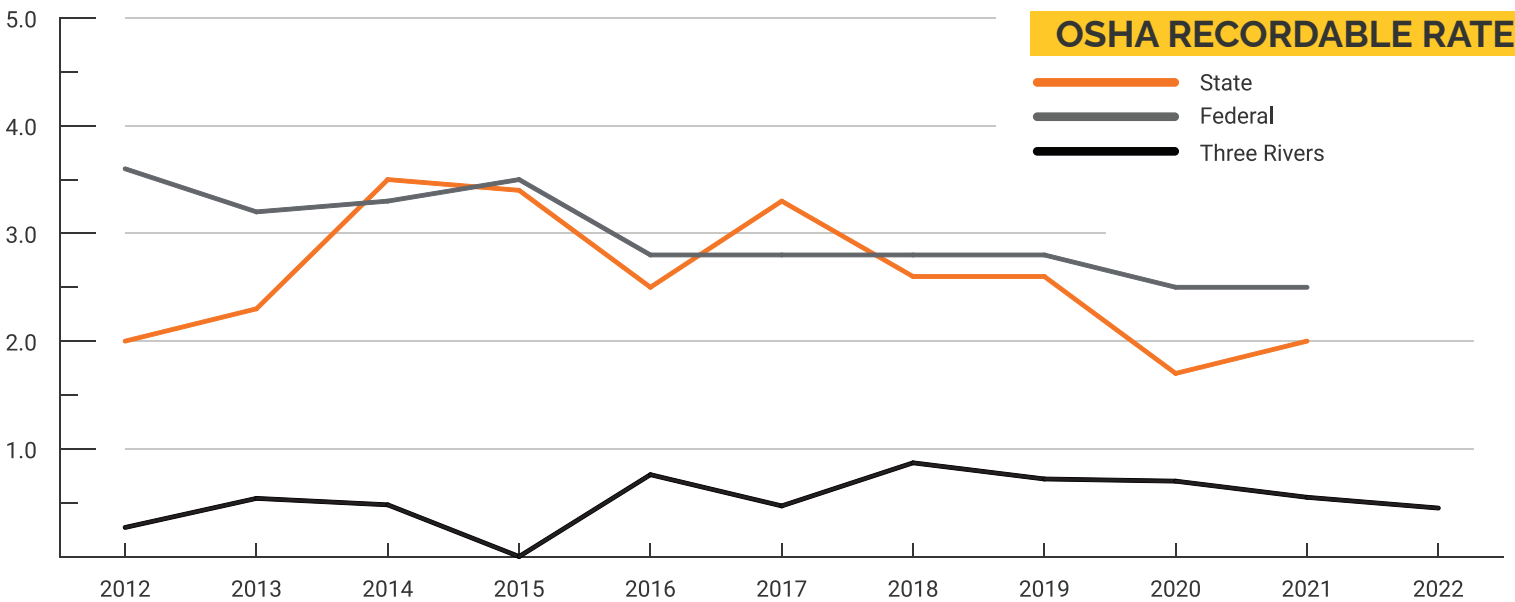
PUTTING OUR EXPERTISE TO WORK FOR YOU

At Three Rivers Corporation, we believe that proper planning leads to successful execution. That's why our team brings a unique blend of experience and knowledge in construction, safety, and project efficiency to every project. Whether you need a general contractor, design/build partner, or construction manager, we've got you covered. We approach every project with a problem-solving mindset and a willingness to learn, evolve, and adapt to meet your needs.

Three Rivers Corporation is a multidisciplinary construction firm based in Midland, MI, with over 45 years of experience and a team of over 350 professionals and craftspeople. We've built long-standing relationships with our valued customers statewide and have a solid track record of performance. Our depth and experience make us confident we can deliver your project on time and within budget.



SETTING THE STANDARD FOR SAFETY: OUR PROVEN TRACK RECORD



*The National Pinnacle Award is Associated Builders and Contractors' most significant safety honor and is awarded based on self-evaluation scores, lost workday case rates, total recordable incident rates, leading indicator use, and process and program innovations. **Three Rivers Corporation was one of ten general contracting companies to receive this honor nationally in 2022.***





Proud to Be a 2022 Accredited Quality Contractor

Three Rivers Corporation has been recognized by Associated Builders and Contractors, Inc. (ABC) as a 2022 Accredited Quality Contractor (AQC).

AQC Members proudly set the construction-industry standard as highly performing, ethical contractors and members of their communities.

AQC status is determined by a stringent and thorough set of criteria that demonstrate commitment to five key areas of corporate responsibility:

1. Quality
2. Safety
3. Talent Management
4. Craft & Management Education
5. Community Relations



FROM PLANNING TO COMPLETION HOW WE DELIVER SUCCESSFUL RESULTS

DESIGN/BUILD

Some construction companies may choose to outsource their Design/Build teams, but we pride ourselves on being a true Design/Build company with an exceptional in-house team. Our team includes AIA architects, experienced designers, skilled project managers, and detail-oriented estimators who work together to deliver outstanding results.

Our approach to Design/Build allows us to offer our customers single-source accountability for every aspect of their project. From the earliest stages of design to the final construction, we are fully involved in the project, ensuring clear communication, accurate budgets and schedules, and a smoother overall process.

CONSTRUCTION MANAGEMENT

The most efficient path to success for large, complex projects is through a collaborative effort that includes owners, architects, engineers, and construction management professionals. By involving all parties from the outset of the project, with early contractor input, we can reduce costs and move forward quickly without sacrificing attention to detail.

We place great value on building long-term relationships with our clients, and we understand that trust is a critical component of any successful partnership. We also place a premium on our pre-qualified subcontractors, who demonstrate excellent safety management and share our commitment to delivering exceptional results. Through teamwork, expertise, and attention to detail, we can consistently exceed our client's expectations and deliver successful projects.

GENERAL CONTRACTING

General contracting is a highly complex endeavor, requiring expertise in managing multiple subcontracting partners, countless details, and numerous critical decisions. Success in this field comes from building experience and relationships over time, and it's only through this hard-earned knowledge that exceptional results can be achieved.

We understand the importance of building long-term relationships with our clients. We're proud to say that over 70 percent of our clients choose to work with us again, which is a testament to the care and attention we bring to every project. We deliver exceptional results that exceed expectations by placing our client's needs and goals at the forefront of everything we do. Our commitment to quality and customer satisfaction is unwavering, and we work tirelessly to ensure that each project we undertake is successful.

KMG Prestige
Property Management

Contact
Karen Mead
989-772-3261
karen@kmgprestige.com



KMG PRESTIGE

Strategic Property Management Solutions

Company Biography

Company Overview

KMG Prestige is a fee-based property management firm specializing in the management of multi-family residential housing. Established in 2006, KMG Prestige's expertise includes the management of Market Rate, Affordable, Senior and mixed-use properties.

Although KMG Prestige was established in 2006, as a newly formed entity, its origin dates back to 1975 when the company originated in Mt. Pleasant, Michigan. Morphing from a small startup, KMG Prestige now manages over one billion dollars in assets, consisting of over 29,000 dwelling units spread across a six-state area. Current ownership brings more than 50 years combined experience in the property management industry.

KMG Prestige attributes its continued growth to strong industry relationships, with a focus on operational excellence.

Our economies of scale bring an added benefit to ownership by reducing daily expenses via our ability to obtain master contracts in the area of energy consumption, service providers, insurance and product purchasing.

KMG Prestige is committed to excellence and the continuous improvement in the delivery of property management. An ever-evolving industry, KMG Prestige continues to incorporate the newest technologies in order to provide the most up to date services.

Management Philosophy

KMG Prestige is a client driven organization, and it is our goal to deliver the highest caliber of management services to our clients at the lowest cost possible.

We believe that our job is to do anything we can to help our Employees be successful in their job of serving the Residents and the needs of the Owners. The Employees' goal then, is to do anything possible to ensure our Residents have a fantastic housing experience. To this end, we endeavor to live and breathe our mission statement and our core values. We also recognize and reward our employees who do this. We realize that our success is predicated on active and continuous improvement in our processes.

Client Base

KMG Prestige ownership's former and current clientele is broad based, and although most are for-profit entities a significant minority are non-profit organizations. As a third party fee management company, KMG Prestige aims to create partnerships with clientele, not competition. The typical organizational structure of the client is that of a limited partnership or limited liability company.

A thread that is common to most of the KMG Prestige clients is that they have their roots in the field of real estate development either creating new communities or acquiring and rehabilitating existing housing properties.

KMG Prestige is proud of the quality of the relationships it maintains with its clients, most of which have endured over a long period of time.

Affordable Housing Program Knowledge

Many rental programs have been developed and have seen significant growth in the past 30 years coinciding with KMG Prestige's earliest affiliate's entry into the market. KMG Prestige has developed expertise in the administration of the HUD 202, 221 (d4), 236, Section 8, and the Low Income Housing Tax Credit (LIHTC) Rental Housing Programs as well as the Rural Development 515 and a number of tailor-made rental programs developed through the auspices of the Michigan State Housing Development Authority.

Construction

KMG Prestige's extensive knowledge of multi-family housing has always been a beneficial resource for Owners and Developers during the planning and construction and/or rehabilitation phases of their property. KMG Prestige has worked with many Owners providing insight into design, amenities, and creation of the operating budget, staffing needs, and recommendation of marketing tools, while assisting the Owner to manage the process from lease up to management of the completed project.

Receivership Management Experience

KMG Prestige has served as the court appointed receiver for several communities located in Michigan, Indiana and Wisconsin. In addition, KMG Prestige has also been named as managing agent for independent receivers. Our extensive knowledge and experience in full-service management allows our team to quickly evaluate and identify key areas requiring immediate attention. This approach allows for the implementation of a strategic plan to rapidly market and improve a distressed community in order to transform the asset into a viable resale opportunity.

Mission Statement – “Do the Right Thing”

KMG Prestige Values

We Hire and Reward people who everyday display INTEGRITY, HONESTY, and CARING behaviors in dealing with others.

We Foster quality relationships. We treat each other, our Clients (owners and developers), our Customers (residents), and our Lenders and Suppliers with respect, open, honest communication, fairness, and politeness.

We Teach, encourage and model teamwork and tolerance.

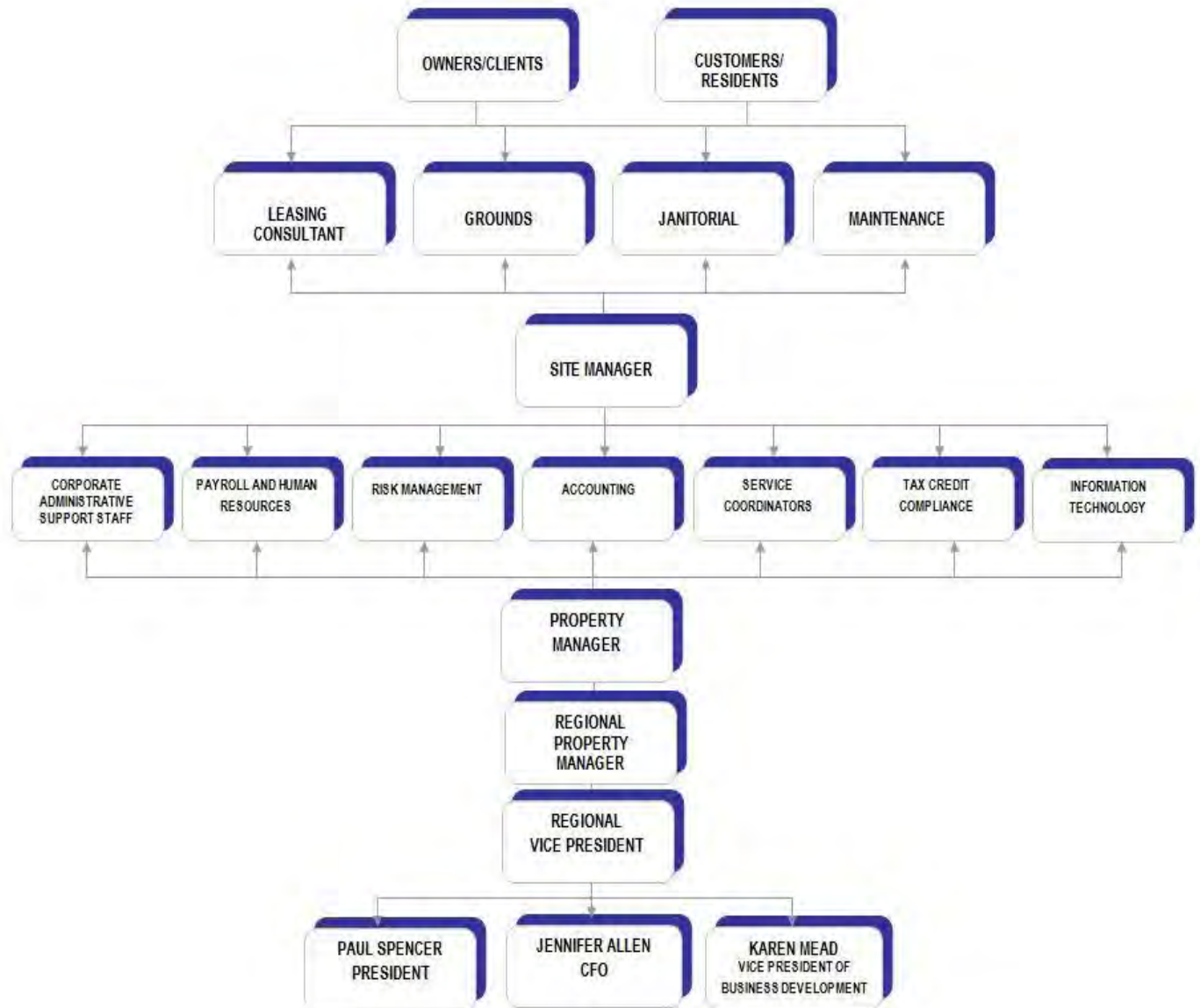
We Seek to continuously improve by sharing knowledge, and improving the quality of the systems.

We Strive to be good stewards of our corporate resources.

We Leverage our individual and collective gifts with the intention of developing a harmonious and satisfying living and working environment.

We Do What Is Right even when that is in conflict with doing what is easy or more profitable.

Organizational Chart



References

Client

Phillip Seybert
P.S. Equities, Inc.
805 West Broadway, Suite 1
Mt. Pleasant, MI 48858
(989) 779-9995

Amin Irving
Ginosko Development Company
41800 West Eleven Mile Rd, Suite 209
Novi, MI 48375
(248)513-4900

Thomas Lapka
Mallory, Cunningham, Lapka & Scott, P.C.
605 S. Capitol Avenue
Lansing, MI 48933
(517) 482-0222

Kim Hagood
Elite Property Management, LLC
11000 West McNichols, Suite 202
Detroit, MI 48221
(313) 831-1680

Stephen Barron
Community Development Partners, Inc.
500 West Roosevelt Road
Chicago, IL 60644
(773) 854-4040

Agency

Troy Thelen
Acting Director of Asset Management
Michigan State Housing Development Authority
735 East Michigan Avenue
Lansing, MI 48912
(517) 335-3275

Susie Sapilewski
Supervisory Project Manager
US Department of Housing and Urban Development
50 Louis Street N.W.
Grand Rapids, MI 49503
(616) 456-2100

Mark McDaniel
President and Chief Executive Officer
Cinnaire
1000 South Washington, Suite 200
Lansing, MI 48910
(517) 482-8555



KMG PRESTIGE

Strategic Property Management Solutions

The Leadership Team

PAUL SPENCER
PRESIDENT & CEO



Paul Spencer began his 27-year property management career with Oakwood Apartments, a developer, owner and Management Company that specializes in short-term corporate housing. Paul supervised a portfolio of 3,500 units with an asset value of almost four hundred million dollars. In 1995 Paul entered the affordable housing field when he joined Related Management and was responsible for the supervision of properties in a seven-state area. His portfolio was very diverse, and included conventional, project-based Section 8, 236, RAP, Rent Sup, Tax Credit, Bond Financed and Hope VI communities. During his tenure with Related Management, Paul became very familiar with the Americans with Disabilities Act and specifically Section 504. Paul is currently President of KMG Prestige.

KAREN MEAD
VICE PRESIDENT OF BUSINESS DEVELOPMENT



Karen Mead is the Vice President of Business Development for KMG Prestige. For over 37 years she has been intensively involved in the property management industry. Karen is currently responsible for growth associated with third party real estate investment management and consulting of our current and future clients. Previously Karen held the position of Vice President of Property Management with Keystone Management Group where she was responsible for supervision of eight Regional Property Managers, consisting of over 8000 units. In 2007, she acquired an ownership interest in that company and was instrumental in its growth. During the course of her career, she has been involved in virtually every aspect of the property management industry. Karen's experience includes a full spectrum of operations with all programs associated with the affordable housing arena, as well as market rate developments. Karen specializes in assisting and directing ownerships with new construction, including underlying financial strategies. And has an extensive understanding of real estate finance and the LIHTC program. Karen is a high-energy individual who is committed to providing unparalleled customer service and maintaining exceptional client relationships.

JENNIFER ALLEN

VICE PRESIDENT OF FINANCIAL SERVICES & CFO



Jennifer Allen is the Vice President of Financial Services and CFO for KMG Prestige. Her career in property management began in 1998 when she joined Boston Financial Group as an Accounting Manager, and continued with Keystone Management Group, where she served as Controller from 2000 through 2006. As a graduate with honors from Alma College, Jennifer holds a Bachelor of Arts degree in Business Administration, with an Emphasis in Accounting. In her current capacity as VP of Financial Services, Jennifer is directly responsible for managing and directing the support center operations within the Accounting, Accounts Payable Payroll and Risk Management departments. This includes reviewing and implementing policies and procedures related to these areas, as well as overseeing all financial reporting requirements and compliance reporting requirements for the entities managed by KMG Prestige. Throughout her career in property management, she has had the opportunity to work closely with various owners and tax credit syndicators, including Great Lakes Capital Fund, Centerline, MMA Financial, PNC Multifamily, Boston Capital and National Equity Fund, as well as develop strong working relationships with several public accounting firms specializing in real estate management.

**SPIRE MOUNT
PLEASANT**

410 MILL/200 WALNUT/120 WALNUT

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BUILDING A SITE
29,464 SF SITE = 0.67 ACRES

BUILDING B SITE
17,168 SF SITE = 0.39 ACRES

TOTAL SITE AREA
46,632 SF SITE = 1.07 ACRES

MULTI-FAMILY BLDGS
37,296 GSF BUILDING A
12,012 GSF BUILDING B
49,308 GSF TOTAL

4 STORY BUILDING A
(23) 1BR UNITS
(7) 2BR UNITS
(8) 3BR UNITS
(38) UNITS TOTAL

2 STORY BUILDING B
(3) 1BR UNITS
(4) 2BR UNITS
(4) 3BR UNITS
(11) UNITS TOTAL

TOTAL UNIT COUNT
(26) 1BR UNITS
(11) 2BR UNITS
(12) 3BR UNITS
(49) UNITS TOTAL

PARKING
BUILDING A SITE
29 PARKING SPACES

BUILDING B SITE
21 PARKING SPACES

TOTAL
50 PARKING SPACES

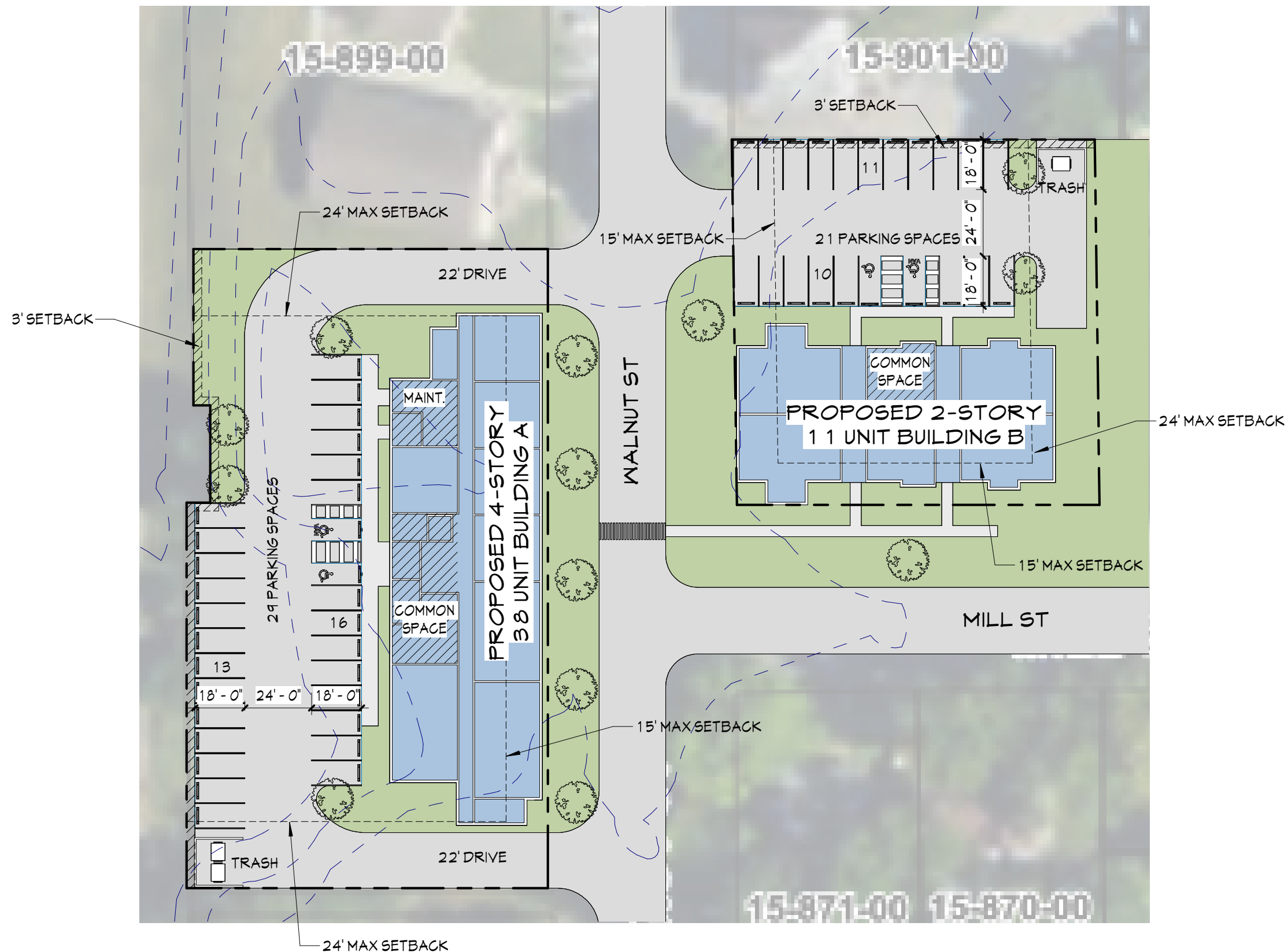
SCHEMATIC

DATE: 07.12.2023
PROJECT #: 23149

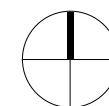
**PRELIMINARY
SITE PLAN**

SD-100

BERARDI+
ARCHITECTURE | INTERIOR DESIGN | ENGINEERING
1398 GOODALE BOULEVARD, COLUMBUS, OHIO 43212
P 614.221.1110 berardipartners.com



preliminary site plan 1" = 40'-0"



City of Mt. Pleasant
Payment in Lieu of Taxes
Summary

Project	Ordinance #	Date Granted	Expiration Date	Market	PILOT Rate
Devine House	554	12/18/1978	Mortgage Loan Term	Mentally handicap -low moderate	4%
Riverview Apartment	Resolution	11/21/1966	As long as HAA contract remains	Low income	10%
Pheasant Run	Resolution	11/21/1966	As long as HAA contract remains	Low income	10%
Oak Tree Village	478	12/17/1973	Not in ordinance	Low-moderate	10%
Oxford Row I	477	12/17/1973	Not in ordinance	Elderly	10%
Winchester Towers	549	6/19/1978	Mortgage Loan Term	Elderly - low-moderate	4%
Dover Court	801/812	6/23/1997	Mortgage Loan Term	Elderly - Low	\$1.00 per Unit
Chase Run	1011	7/25/2016	August 1, 2038	Low - moderate	4% to 10%
Aspen Court	1058	10/12/2020	As long as exempt from taxes & owned by MP Housing C	Low - moderate	0% year 1-5, with 5% Service Agreement, 10% beginning year 6

Note: we bill all July 1 the same as the summer tax bill regardless of payment date per ordinance

MISHDA Projects

City of Mt. Pleasant
 Payment in Lieu of Taxes
 Comparison to Advolorem Taxes

Project	Market	PILOT Rate	2022		Estimated 2022 Advolorem Taxes			Pilot Vs Advolorem Taxes	
			Total	City Portion	Taxable Value **	Total Taxes	City Taxes	Total	City
Devine House	Mentally handicap / Low-moderate income	4%	\$ 150.25	\$ 39.99	\$ 170,000	\$ 10,390.93	\$ 2,762.50	\$ (10,240.68)	\$ (2,722.51)
Riverview Apartment/Pheasant Run	Low income	10%	25,257.67	\$ 6,723.17	3,046,275	186,197.77	49,501.97	(160,940.10)	(42,778.80)
Oak Tree Village	Low-moderate	10%	12,454.13	\$ 3,315.08	88,086	5,384.09	1,431.40	7,070.04	1,883.68
Oxford Row I	Elderly	10%	20,775.60	\$ 5,530.12	348,754	21,316.93	5,667.25	(541.33)	(137.13)
Winchester Towers	Elderly - low-moderate	4%	47,707.78	\$ 12,699.02	3,200,000	195,593.92	52,000.00	(147,886.14)	(39,300.98)
Chase Run	Low - moderate income	4. % to 10%	113,554.00	\$ 30,226.20	4,200,000	256,717.02	68,250.00	(143,163.02)	(38,023.80)
Dover Court	Elderly - Low	\$1.00 per Unit	65.00	\$ 17.30	550,000	33,617.71	8,937.50	(33,552.71)	(8,920.20)
Aspen Court		Service Agreement	-	4,108.65	250,000	15,280.78	4,062.50	(15,280.78)	46.15
Total			\$ 219,964.43	\$ 62,659.53	\$11,853,115	\$ 724,499.13	\$ 192,613.12	\$ (504,534.70)	\$ (129,953.59)
Proposed MISHDA Project									
Spire - Mill Street Landing - High	PILOT	4%	\$ 13,728.64	\$ 13,728.64	\$5,173,684	316,231.60	84,072.37	(302,502.96)	(70,343.73)
Spire - Mill Street Landing - Low	PILOT	4%	\$ 13,728.64	\$ 13,729.64	\$2,675,000	163,504.29	43,468.75	(149,775.65)	(29,739.11)
49 Units									

** - Taxable Value estimated by the City Assessor. Need to review the value for Riverview/Pheasant Run, Oak Tree Village & Oxford Row

MISHDA Projects

City of Mt. Pleasant
 Payment in Lieu of Taxes
 Comparison to Advolorem Taxes

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Devine House	Mentally handicap / Low-moderate income	4%	\$ 150.25	\$ 39.99	\$ 170,000	\$ 10,390.93	\$ 2,762.50	\$ (10,240.68)	\$ (2,722.51)
Riverview Apartment/Pheasant Run	Low income	10%	25,257.67	\$ 6,723.17	3,046,275	186,197.77	49,501.97	(160,940.10)	(42,778.80)
Oak Tree Village	Low-moderate	10%	12,454.13	\$ 3,315.08	88,086	5,384.09	1,431.40	7,070.04	1,883.68
Oxford Row I	Elderly	10%	20,775.60	\$ 5,530.12	348,754	21,316.93	5,667.25	(541.33)	(137.13)
Winchester Towers	Elderly - low-moderate	4%	47,707.78	\$ 12,699.02	3,200,000	195,593.92	52,000.00	(147,886.14)	(39,300.98)
Chase Run	Low - moderate income	4.% to 10%	113,554.00	\$ 30,226.20	4,200,000	256,717.02	68,250.00	(143,163.02)	(38,023.80)
Dover Court	Elderly - Low	\$1.00 per Unit	65.00	\$ 17.30	550,000	33,617.71	8,937.50	(33,552.71)	(8,920.20)
Aspen Court	Service Agreement		-	4,108.65	250,000	15,280.78	4,062.50	(15,280.78)	46.15
Total			\$ 219,964.43	\$ 62,659.53	\$11,853,115	\$ 724,499.13	\$ 192,613.12	\$ (504,534.70)	\$ (129,953.59)

** - Taxable Value estimated by the City Assessor. Need to review the value for Riverview/Pheasant Run, Oak Tree Village & Oxford Row

MISHDA Projects

City of Mt. Pleasant Payment in Lieu of Taxes (PILOT) Policy

The City of Mt. Pleasant recognizes that providing affordable housing¹ for people of low income is a public necessity. A PILOT (or Payment in Lieu of Taxes) is an effective incentive that helps remove barriers to the construction of housing for low-income households. Authorized under the Michigan State Housing Development Authority Act of 1966, a PILOT agreement is a negotiable legal document that allows the owner to pay a defined percentage of net shelter rent (or total owner revenue) instead of the local property tax rate.

This document outlines the objectives, timeline, and requirements for a residential housing development to be considered for a PILOT in the City of Mt. Pleasant.

The City of Mt. Pleasant's PILOT policy has the following objectives:

- Increasing affordable housing opportunities for our residents
- Reducing functional obsolescence of existing facilities, buildings, etc.
- Encouraging expansion of our population
- Providing for improved housing amenities for the community
- Encouraging attractive, viable building sites, and
- Enhancing our economic development tools to attract and retain affordable housing development

ELIGIBILITY

1. The applicant must be a nonprofit housing corporation, consumer housing cooperative, limited dividend housing association limited partnership, limited dividend housing association limited liability company, or limited dividend housing corporation, and must be financed with a federally-aided or Michigan State Housing Development Authority (MSHDA) aided mortgage or advance or grant from MSHDA.
2. To be eligible to apply for a PILOT, an applicant must own the property or have an option or other right to purchase the property under consideration.
3. Eligible projects must consist of a minimum of 80 percent of the units for affordable housing.

PROCEDURE

1. **Mandatory Pre-Submittal Conference:** A meeting with the Director of Community Services & Economic Development, Director of Planning & Community Development, City Engineer, City Treasurer, and City Assessor must occur before submitting a PILOT application. This meeting is to acquaint all parties with the scope of the project and any related issues. Also, it serves to familiarize the applicant with the PILOT process.
2. **Submission of Application:** An application packet must be assembled and submitted based upon the requirements as set forth in the *Application Requirements* section below.
3. **City Staff Review:** City staff will review the submitted application packet for completeness and will utilize the attached scoring matrix to determine compatibility with the Mt. Pleasant Master Plan, Zoning Ordinance, and objectives of the City's PILOT program. After receiving the application, the City will either:
 - a. Forward the application to the City Commission with a recommendation for their consideration, or

¹ Affordable housing is defined as housing that costs 30 percent or less of a household's gross income if the household makes no more than 80 percent of the area median income (AMI).

- b. Send the application back to the applicant for additional information or clarification.
4. **City Commission Review:** For applications forwarded to the City Commission, the City's Director of Community Services and Economic Development will forward the completed application packet and recommendation and will schedule the request as an agenda item. The City's Director of Community Services and Economic Development will also prepare a proposed ordinance regarding the request for a PILOT. In reviewing each request, the City Commission shall utilize the attached scoring matrix.
5. **Approval:** If the project and PILOT application is approved by the City Commission, the City Clerk will submit a certified copy of the resolution approving the PILOT to the applicant. Additionally, the Clerk's office will e-mail digital copies of the application packet and resolution approving the PILOT to the City Manager, City Assessor, City Engineer, and Director of Planning and Community Development.
6. **Reporting to City Treasurer After PILOT Approval:** For the PILOT to remain in effect, annual statements of net shelter rents must be filed with the City Treasurer. The City Treasurer's Office shall verify the accuracy of payments and distribute them accordingly among taxing jurisdictions.

APPLICATION REQUIREMENTS

The applicant must supply all the following information in its PILOT proposal:

1. **Applicant and Guarantors:** Brief overview of applicant organization, including its corporate or partnership structure, and the name, address, email address and telephone number of the applying entity. The proposal shall also include the name of the applying entity's representatives, financial guarantors of the project, and name of principals of those entities, addresses, emails, and telephone numbers.
2. **Background Information:** Description of the applicant's development experience (if any) and a other relevant information the City may need to consider while reviewing the application.
3. **The Proposed Project:** Describe the proposed project, including the following:
 - a. The location of the proposed project by street address and legal description
 - b. Project scope, including rental units broken down by bedrooms and estimated rents
 - c. Architectural renderings
 - d. Timeline with projected milestones
 - e. Brief narrative describing how the project is consistent with the Mt. Pleasant Master Plan and the City's Zoning Ordinance
 - f. Impact on City services, such as police, fire, emergency medical transport, and code enforcement
 - g. Any other information needed to fully explain the project
4. **Development Team:** Name all of the following that will be involved with the Project (with mailing addresses, email addresses, and phone numbers):
 - a. Applicant (primary point of contact)
 - b. Architects and engineers
 - c. Construction project manager
 - d. General contractor for project
 - e. Other professionals

5. **Pro Formas:** The applicant must provide a detailed development and operating pro forma. The development pro forma must outline the proposed hard, soft, and financing costs associated with the proposed development. It must also identify all sources of financing and terms, including the applicant's equity, construction and permanent financing and any government assistance. The detailed operating pro forma shall include all anticipated major revenues and expenses for the full term of the requested PILOT.
6. **MSHDA Application:** Include a copy of the completed MSHDA application for Low Income Housing Tax Credits within thirty (30) days of submittal to MSHDA.

PILOT RATE

In lieu of property taxes, the developer of a PILOT project shall be assessed a PILOT rate and municipal services fee. The PILOT rate is a defined percentage of net shelter rent (or total property owner revenue). The municipal services fee covers any shortfall in funds to service the site with essential public services. Depending on the project, a PILOT rate shall be set between 4 and 6 percent and supplemented by a municipal services fee which will typically be around 3 percent but may vary based on the specific recommendations of City departments such as police and fire. The specific PILOT rate and municipal services fee shall be established on a case-by-case basis and negotiated between the City and the developer. The maximum service charge (consisting of the PILOT rate and municipal services fee) to be paid in lieu of property taxes shall never exceed the amount of property tax that would have been paid but for the project's PILOT eligibility.

PILOT TERM

The term of the PILOT shall be determined by the length of the developer's debt service.

Extension to Existing PILOT Development

Extensions to existing PILOT agreements need to be considered on a case-by-case basis due to the limitations on the programs available for rehabilitation. As with all other tax incentive programs, the staff will consider the merits of each proposal following certain guidelines and make a recommendation to the City Commission. In these instances, a less stringent method will be used in the review process. However, an extension will only be granted where the annual income to the city is increased. The staff recommends setting the following objectives and developing a PILOT application that features them:

Objectives:

- Investment in building and units
- Investment in outdoor site amenities
- Term extension less than 20 years
- Upgrade to visitability ADA standards
- Increase to average AMI by minimum of 10 percent

Tax Abatement Application Fee

The City Commission has authorized the implementation of a non-refundable application fee for Payment in Lieu of Taxes applications. The fee is published in the city's fee schedule as adopted by resolution of the City Commission and included on the application.

Affordable Housing / PILOT Scoring Matrix

Point Scoring: N/A, 1, 2 or 3. N/A = either not applicable or no information supplied. 1 = poor, or below expectations. 2 = average or meets minimum standards. 3 = exceeds standards.

Building Type / Design		Possible Points	Points Scored
The City places a high value on land efficiency, a maximization of limited housing credits, and high quality construction.			
[1]	Maximize Land Utilization	3	
[2]	Green Infrastructure	3	
	Universal Accessibility (i.e., ADA, Aging in Place)	3	
[3]	Quality & Durability of Exterior Construction, Efficiency	3	
Location / Connectivity			
The City places a high value on integrating affordable housing throughout the community and locating housing near services and places of employment.			
	Access to Transportation Choices (Transit/Trail Orientated)	3	
	Walk Accessible Services (Grocery, Schools, Employment)	3	
	Serves Corridor Redevelopment	3	
[4]	Quality of Site Improvements, Place Making	3	
Context / Need			
The City places a high value on PILOT requests that appeal to a broad range of demographic groups.			
	Unit Diversity (i.e., studio, 1, 2 bedroom)	3	
	Meets minimum state housing authority thresholds of at least 20% of units for residents whose incomes do not exceed 50% of AMI or 40% of units for residents whose incomes do not exceed 60% of AMI	3	
	Provides higher percentage of affordable units and/or reaches a lower percentage of AMI than the minimum state housing authority thresholds	3	
	Demographic Groups Served	3	
Total Points: Possible / Received		36	

Interpretation	Total Score	Total Points
Poor	< 23	
Acceptable	24 - 28	
Excellent	29 - 36	

Notes

- [1] To encourage efficiencies in land use and cost of services, the City awards maximum points to projects that use space most efficiently within applicable zoning ordinances.
- [2] Green infrastructure is utilized to reduce impacts on stormwater infrastructure. Green infrastructure may include, but not be limited to green roof technology, rain gardens, permeable pavements, maintaining existing or increasing tree canopy.
- [3] Quality Definitions: Exterior construction shall be of durable materials. i.e. wood, composite, brick, concrete or steel siding. Energy efficiencies that meet Energy Star standards.
- [4] Place making promotes people's health, happiness, and well-being. Points are awarded based on the quality of improvements made to the common space surrounding the proposed development. Those improvements may include, but not be limited to improved sidewalk access, covered bike parking, increased tree sizes.