

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
STATE BOUNDARY COMMISSION

RECEIVED
NOV 22 2019
Office of Land Survey &
Remonumentation

In the matter of:

Petition Number 19-AR-2

The proposed annexation of land in the Township of Pittsfield to the City of Ann Arbor,
Washtenaw County

Agency: Bureau of Construction Codes
Case Type: Annexation

Issued and entered

This 20 day of November, 2019
By Orlene Hawks, Director
Department of Licensing and Regulatory Affairs

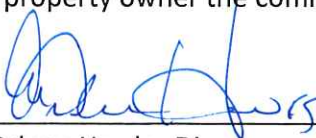
FINAL DECISION AND ORDER

IT IS ORDERED THAT the proposed annexation of territory in the Township of Pittsfield to the City of Ann Arbor as depicted in Petition 19-AR-1 is **DENIED** for the descriptions listed in Exhibit A.

IT IS FURTHER ORDERED THAT the Order shall be effective on the date signed below by the Director of the Department of Licensing and Regulatory Affairs (LARA).

IT IS FURTHER ORDERED THAT the State Boundary Commission shall transmit a copy of this Order with the Summary of Proceedings, Findings and Conclusions to the clerks of the Township of Ann Arbor, the City of Ann Arbor and the County of Washtenaw.

Pursuant to MCL 117.9 (12), **IT IS FURTHER ORDERED THAT** the State Boundary Commission shall mail a copy of this Order to each property owner the commission is required to provide notice in MCL 117.9 (2).



Orlene Hawks, Director
Michigan Department of Licensing and Regulatory Affairs

11.20.19
Date

EXHIBIT A: DESCRIPTION OF DENIED PARCELS

Petition 1: 296 West Eisenhower

Beginning at a point in the North line of Waters Road, 363 feet westerly from the southwest corner of Lot 8, according to the recorded plat of South Main Woods; thence northerly parallel with the west line of Lots 8, 7, 6, and 5 to the prolongation westward of the south line of lot 4; thence westerly parallel with the north line of lot 12 to the west line of lot 12; thence southerly in the west line of lot 12 and in the west line of lot 15 to the north line of Waters Road; thence easterly in the north line of Waters Road, 123.99 feet more or less to the place of beginning, being all of lot 15 and a part of lots 14 and 12, South Main Woods, according to the plat thereof, as recorded in Liber 10 of Plats, Page 1, Washtenaw County Records.

Petition 2: 3579 Stone School Road

Commencing at the west quarter post of section 10; thence south 381.40 feet in the west line of section 10 for a place of beginning; thence south 165 feet in the west line of section 10; thence east 528 feet; thence north 165 feet; thence west 528 feet to the place of beginning. Being a part of the west half of the southwest quarter of section 10, Town 3 South, Range 6 East, Washtenaw County, Michigan.

Petition 3: 3950 Platt Road

Commencing at the Southeast corner of section 10, Town 3 South, Range 6 East, Pittsfield Township, Washtenaw County, Michigan; thence along the South line of said section 10, westerly 217.84 feet to the point of beginning; thence continue for 198.04 feet; thence Northerly deflecting $91^{\circ} 09'$ to the right 278.55 feet; thence easterly deflecting 90° to the right 415.8 feet; thence southerly deflecting 90° to the right 50.0 feet; thence westerly deflecting 90° to the right 217.8 feet; thence southerly deflecting 90° to the left 224.57 feet to the point of beginning.

Petition 4: 2080 South State Street

Commencing at the northeast corner of section 5; thence South $86^{\circ} 39' 10''$ West 132.03 feet; thence South $24^{\circ} 11' 20''$ East 25.60 feet; thence South $10^{\circ} 18' 35''$ East 233.23 feet; thence South $87^{\circ} 01' 10''$ West 48.30 feet to the point of beginning; thence South $87^{\circ} 01' 10''$ West 324.12 feet; thence South $02^{\circ} 02' 00''$ West 156.11 feet; thence North $87^{\circ} 01' 10''$ East 343.94 feet to a point on the arc of a 2824.79 foot radius curve; thence Northerly 155.65 feet (158.24 feet record) along the arc of a 2824.79 foot radius curve to the left, chord North $04^{\circ} 29' 10''$ West 155.64 feet to the point of beginning. Part of the Northeast quarter of Section 5, Town 3 South, Range 6 East, Washtenaw County, Michigan.

Petition 5: 2077 South State Street

Commencing at the Northwest corner of Section 4; thence West 96.72 feet; thence South $20^{\circ} 53' 10''$ East 17.06 feet; thence South $06^{\circ} 59' 30''$ East 330.61 feet to the point of beginning; thence South $06^{\circ} 59' 30''$ East 67.61 feet; thence South $00^{\circ} 07'$ West 116.92 feet; thence South $89^{\circ} 25'$ East 449.80 feet; thence North $20^{\circ} 48' 30''$ West 197.61 feet; thence North $89^{\circ} 25'$ West

387.63 feet to the point of beginning. Part of the Northeast quarter of Section 4 and Northeast quarter of Section 5, Town 3 South, Range 6 East.

Petition 6: 2141 South State Street

Commencing at the Northwest corner of Section 4; thence South along the West line of Section 4, 915.09 feet to the point of beginning; thence North $84^{\circ} 19' 02''$ East 587.39 feet; thence North $21^{\circ} 32' 59''$ West 234.20 feet; thence South $87^{\circ} 23' 43''$ West 511.43 feet to the East line of State Street; thence South $01^{\circ} 52' 52''$ East 253.30 feet in said line; thence North $84^{\circ} 19' 02''$ East 4.13 feet to the point of beginning. Part of the Northwest quarter of Section 4 and the Northeast quarter of Section 5, Town 3 South, Range 6 East, Washtenaw County, Michigan.

Petition 7:

Lots 1, 2, 3 & 4, Park Crest Subdivision, Washtenaw County Records.

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
STATE BOUNDARY COMMISSION

In the matter of:

State Boundary Commission
Petition #19-AR-2

The proposed annexation of land in
Township of Pittsfield to the City of Ann Arbor,
Washtenaw County.

**SUMMARY OF PROCEEDINGS,
FINDINGS & CONCLUSIONS**

SUMMARY OF PROCEEDINGS

1. On March 10, 2019, a petition requesting the annexation of land areas in the Township of Pittsfield to the City of Ann Arbor was filed with the State Boundary Commission (SBC) by the City of Ann Arbor under Section 9(7)(a) of the Home Rule City Act 1909, PA 279, MCL 117.1 to 117.38. MCL 117.9(7)(a). The map and legal description for the area proposed for annexation are included as **Attachment A**. The following contacts were identified:
 - a. City Planner and Petitioner – Jeff Kahan
 - i. 301 East Huron Drive, Ann Arbor, MI 48107
 - ii. Phone: 734-794-6000 x42614
 - iii. Email: jkahan@a2gov.org
 - b. City of Ann Arbor – Jacqueline Beaudry, City Clerk
 - i. 301 East Huron Drive, Ann Arbor, MI 48107
 - ii. Phone: 734-794-6140
 - iii. Email: jbeaudry@a2gov.org
 - c. Township of Pittsfield – Michelle L. Anzaldi, Township Clerk
 - i. 6201 West Michigan Avenue, Ann Arbor, MI 48108
 - ii. Phone: 734-822-3120
 - iii. Email: clerk@pittsfield-mi.gov
 - d. Washtenaw County Clerk – Lawrence Kestenbaum
 - i. 200 North Main, PO Box 8645, Ann Arbor, MI 48104
 - ii. Phone: 734-222-6700
 - iii. Email: kestenbauml@washtenaw.org
2. A Notice of Filing was sent via email to the clerks and Mr. Kahan on March 12, 2019. The letter provided a link to the questionnaires. The City of Ann Arbor returned the

questionnaire on March 14, 2019, and the Township of Pittsfield questionnaire was returned on March 28, 2019. The responses to the questions are included in Attachment B.

3. The Office of Land Survey and Remonumentation (OLSR) computed the window of possible public hearing dates to be any time between June 23 and October 16, 2019. Timeframes are addressed in MCL 117.9 (2) and MCL 123.1008 (3).
4. The Ann Arbor City Clerk arranged for possible dates for a public hearing. This petition is similar in nature to petitions 19-AR-1 and 19-AR-3. To provide enough dates, we requested dates in which all three petitions could be heard on the same day, and individual dates for each specific petition. The dates for all petitions to be heard were June 24, 25 or 28. The dates for individual meetings were June 24, 25 or 28, July 8, 11, 16, 18, 29 or 30. All of them would be in the City Council Chambers at the Ann Arbor City Hall.
5. The SBC state-appointed commissioners reviewed the petition at the April 24, 2019 meeting and found it to be legally sufficient. The date for the Public Hearing was set for June 24, 2019. No alternate date was picked. The public comment period was opened at the conclusion of the meeting.
6. The OLSR received names and addresses of property owners within the described area and any owner of property within 300 feet from the City of Ann Arbor on May 14, 2019. Since the parcels in question are surrounded by property already existing in the City, no information was returned from the Township.
7. OLSR contacted Washtenaw County Probate Judge Darlene O'Brien on April 29, 2019. The names of two qualifying commissioners and two alternates were provided on May 15, 2019.
8. A letter was sent to each owner by certified mail on May 14, 2019, and an announcement was placed in the Ann Arbor News on June 9, 2019.
9. Written and public comments were compiled and forwarded to the cities and petitioners for final comments on July 12, 2019.
10. The Recommendations meeting scheduled for August 28, 2019 was cancelled due to a scheduling conflict with the chair.
11. The Recommendations meeting was held on October 16, 2019. Two state Commissioners and two local Commissioners were present. One state Commissioner position is unfilled. A motion was made to deny the petition.

FINDINGS

1. Assessed values would increase for parcels brought into the City of Ann Arbor.

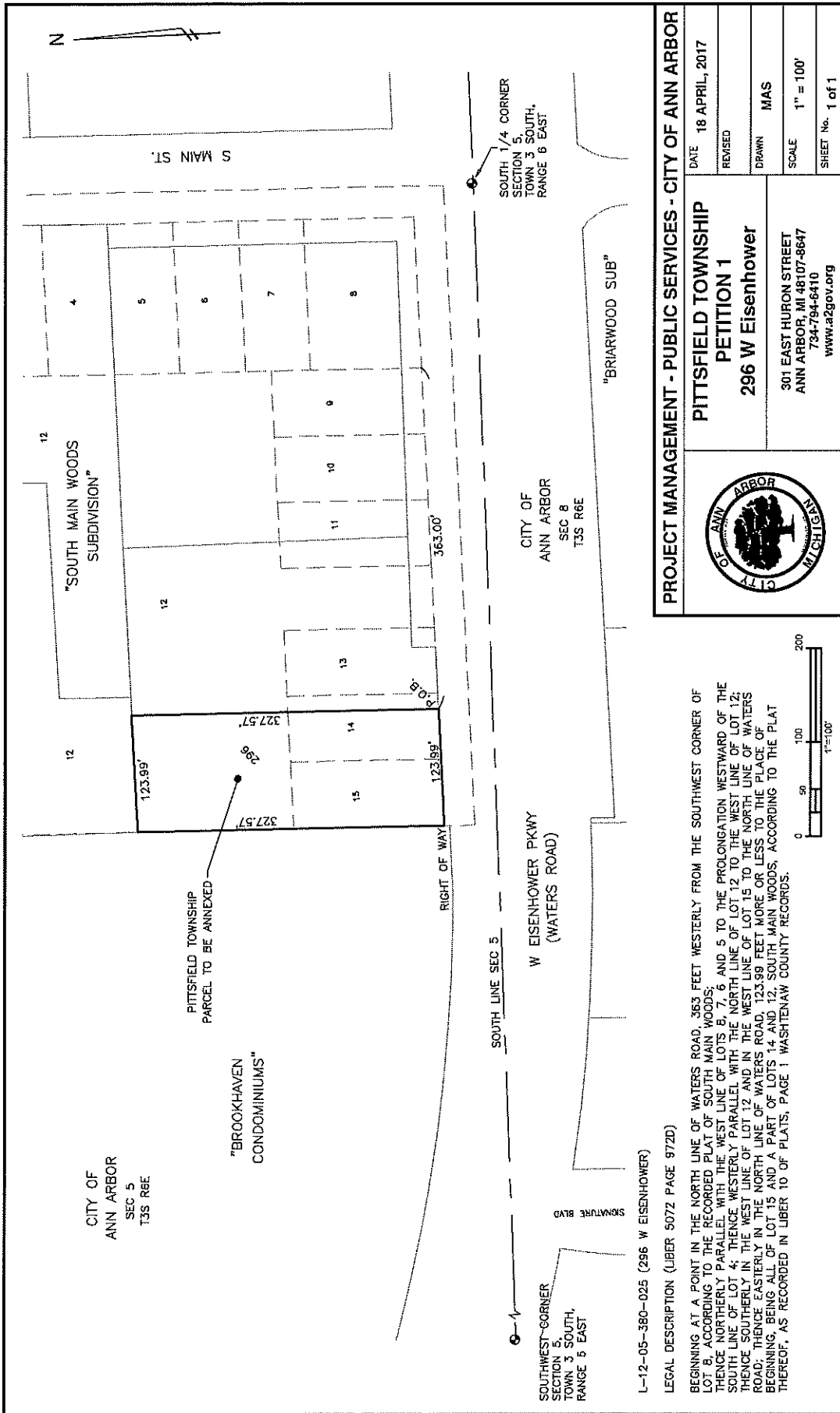
2. The parcels listed have wells and septic systems. Some of them are less than 5 years old. If approved, it would be required for each parcel to connect to water within 18 months and connect to sanitary sewer within 10 years. Owners indicated that it would cost \$20,000 or more to connect, with no consideration for costs already paid for new wells and septic systems.
3. The commission considered no public comments from owners should be inferred as not wanting the annexation of their property.

COMMISSION CONCLUSIONS

1. The State Boundary Commission has considered the requirements in Section 9 of 1968 PA 191, MCL 123.1009 and has come to the conclusion that these criteria support the majority vote of the Commission. The Commission recommends that in the case of Docket #19-AR-2, Petition for Annexation of land in the Township of Pittsfield to the City of Ann Arbor, Washtenaw County, be denied by the Director of the Department of Licensing and Regulatory Affairs.
2. Pursuant to Executive Reorganization Order 1996-2, this denial is contingent on the concurrence of the Director of the Department of Licensing and Regulatory Affairs.

Attachment A – Legal Descriptions & Maps

PART I



CITY OF
ANN ARBOR
SEC 5
T3S R6E

"BROOKHAVEN
CONDOMINIUMS"

PITTSFIELD TOWNSHIP
PARCEL TO BE ANNEXED

SOUTH LINE SEC 5

W EISENHOWER PKWY
(WATERS ROAD)

CITY OF
ANN ARBOR
SEC 8
T3S R6E

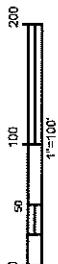
"BRIARWOOD SUB"

SOUTH 1/4 CORNER
SECTION 5,
TOWN 3 SOUTH,
RANGE 6 EAST

L-12-05-380-025 (296 W EISENHOWER)

LEGAL DESCRIPTION (LIBER 5072 PAGE 972D)

BEGINNING AT A POINT IN THE NORTH LINE OF WATERS ROAD, 363 FEET WESTERLY FROM THE SOUTHWEST CORNER OF LOT 8 ACCORDING TO THE RECORDED PLAT OF SOUTH MAIN WOODS; THENCE NORTHERLY PARALLEL WITH THE WEST LINE OF LOTS 6, 7, 8 AND 5 TO THE PROLONGATION WESTWARD OF THE SOUTH LINE OF LOT 4; THENCE WESTERLY PARALLEL WITH THE NORTH LINE OF LOT 12 TO THE WEST LINE OF LOT 12; THENCE SOUTHERLY IN THE WEST LINE OF LOT 12 AND IN THE WEST LINE OF LOT 15 TO THE NORTH LINE OF WATERS ROAD; THENCE EASTERLY IN THE NORTH LINE OF WATERS ROAD, 123.99 FEET MORE OR LESS TO THE PLACE OF BEGINNING, BEING ALL OF LOT 15 AND A PART OF LOTS 14 AND 12, SOUTH MAIN WOODS, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN LIBER 10 OF PLATS, PAGE 1 WASHTEENAW COUNTY RECORDS.



PROJECT MANAGEMENT - PUBLIC SERVICES - CITY OF ANN ARBOR

PITTSFIELD TOWNSHIP
PETITION 1
296 W Eisenhower



301 EAST HURON STREET
ANN ARBOR, MI 48107-8647
734-794-6410
www.a2gov.org

DATE 18 APRIL, 2017

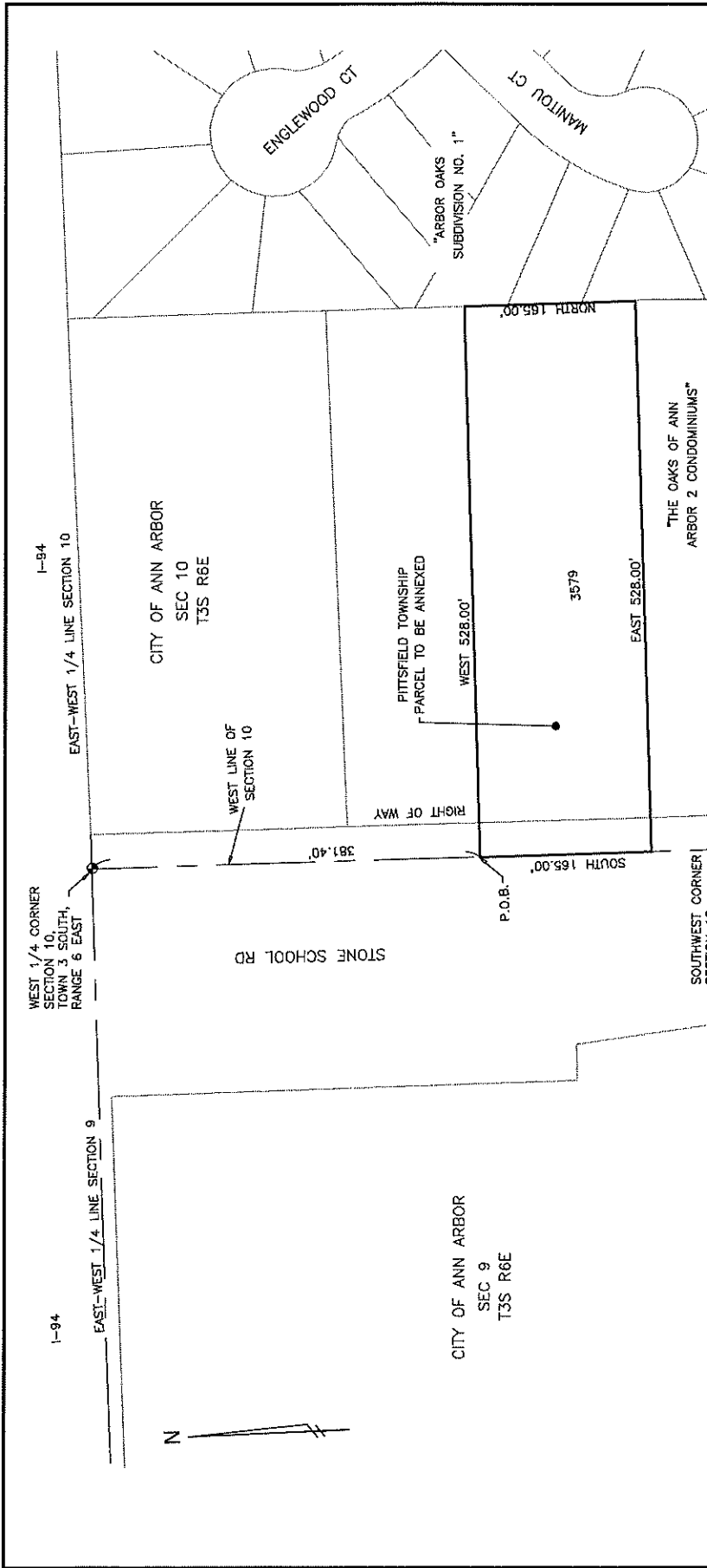
REVISED

DRAWN MAS

SCALE 1" = 100'

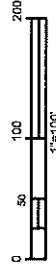
SHEET No. 1 of 1

PART I



L-12-1D-360-003 (3579 STONE SCHOOL ROAD) DEED LIBER 2897 PAGE 180

COMMENCING AT WEST 1/4 POST OF SECTION 10, THENCE SOUTH 381.40 FEET IN WEST LINE OF SECTION 10 FOR A PLACE OF BEGINNING, THENCE SOUTH 165 FEET IN WEST LINE OF SECTION 10, THENCE EAST 528 FEET, THENCE NORTH 165 FEET, THENCE WEST 528 FEET TO THE PLACE OF BEGINNING, BEING A PART OF W 1/2 OF SW 1/4 OF SECTION 10, TOWN 3 SOUTH, RANGE 6 EAST, WASHITENAW COUNTY, MICHIGAN.



PROJECT MANAGEMENT - PUBLIC SERVICES - CITY OF ANN ARBOR

PITTSFIELD TOWNSHIP
PETITION 2
3579 STONE SCHOOL ROAD



301 EAST HURON STREET
ANN ARBOR, MI 48107-8647
734-794-6410
www.a2gov.org

DATE 18 APRIL, 2017

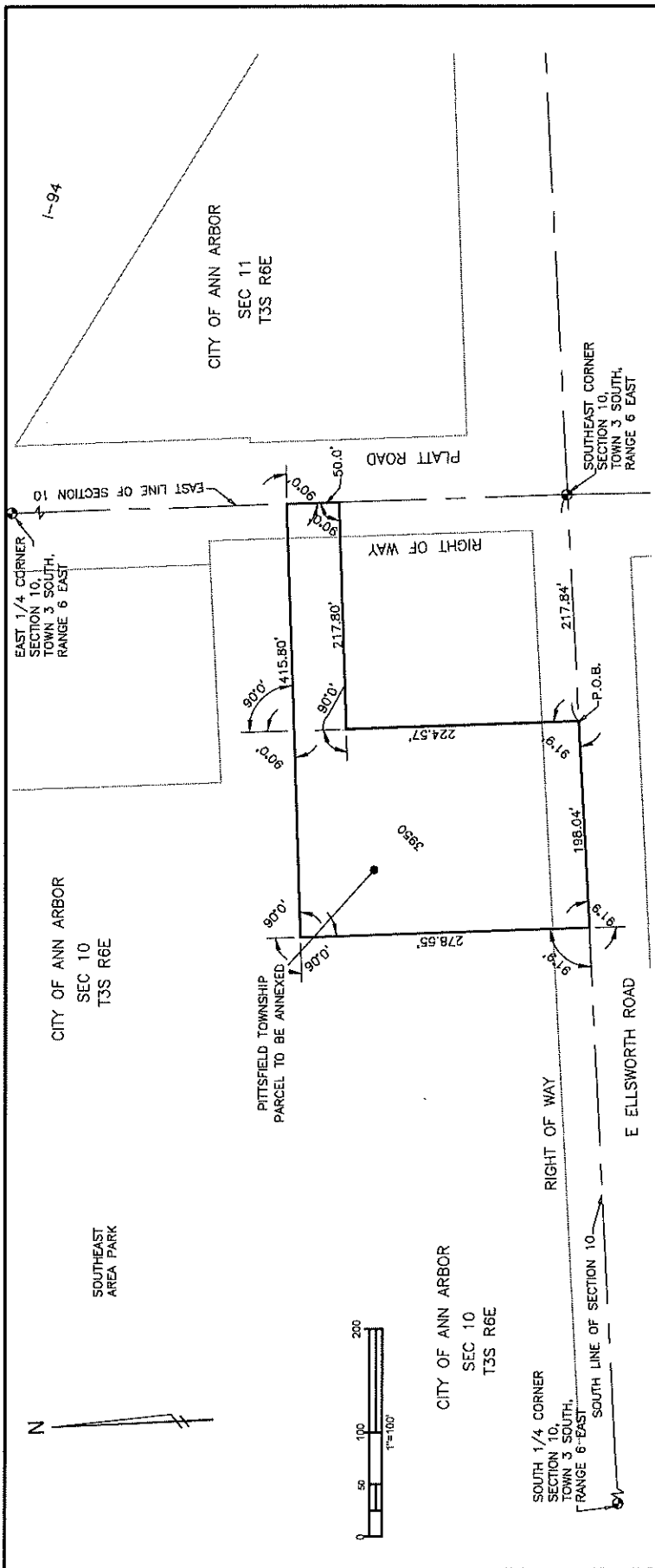
REVISED

DRAWN MAS

SCALE 1" = 100'


SHEET No. 1 of 1

PART I

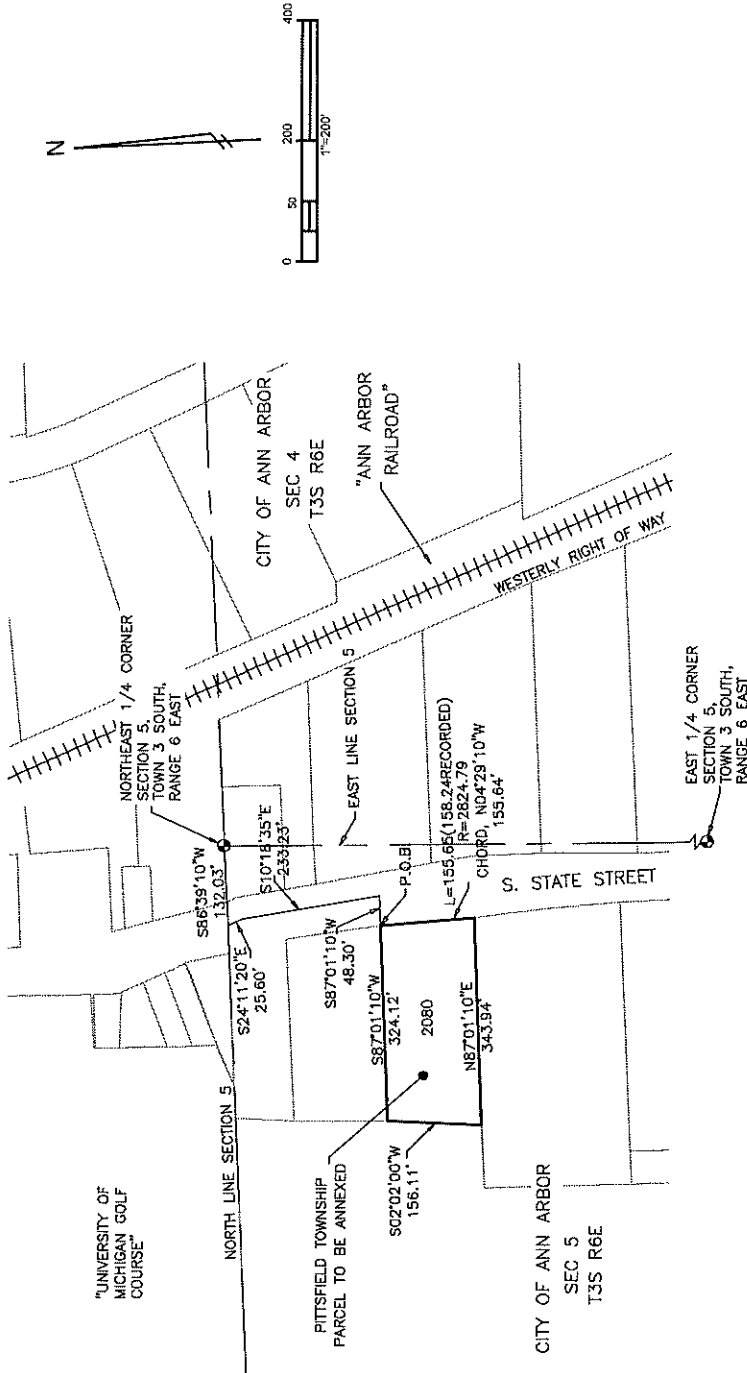


L-12-10-495-009 (3950 PLATT ROAD)

DESCRIPTION FROM LIBER 394B, PAGE 869 MORE SPECIFICALLY DESCRIBED AS: COMMENCING AT THE SOUTHEAST CORNER OF SECTION 10, TOWN 3 SOUTH, RANGE 6 EAST, PITTSFIELD TOWNSHIP, WASHINGTON COUNTY, MICHIGAN; THENCE ALONG THE SOUTH LINE OF SAID SECTION 10, WESTERLY 217.84 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE FOR 188.04 FEET; THENCE NORTHERLY DEFLECTING 91°09' TO THE RIGHT 278.55 FEET; THENCE EASTERLY DEFLECTING 90° TO THE RIGHT 415.8 FEET; THENCE SOUTHERLY DEFLECTING 90° TO THE RIGHT 50.0 FEET; THENCE WESTERLY DEFLECTING 90° TO THE RIGHT 217.8 FEET; THENCE SOUTHERLY DEFLECTING 90° TO THE LEFT 224.57 FEET TO THE POINT OF BEGINNING.


		PITTSFIELD TOWNSHIP PETITION 3 3950 PLATT ROAD	
		301 EAST HURON STREET ANN ARBOR, MI 48107-8647 734-794-6410 www.a2gov.org	
PROJECT MANAGEMENT - PUBLIC SERVICES - CITY OF ANN ARBOR		DATE 18 APRIL, 2017	REVISED
DRAWN MAS		SCALE 1" = 100'	SHEET No. 1 of 1

PART I

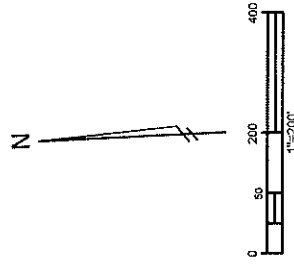
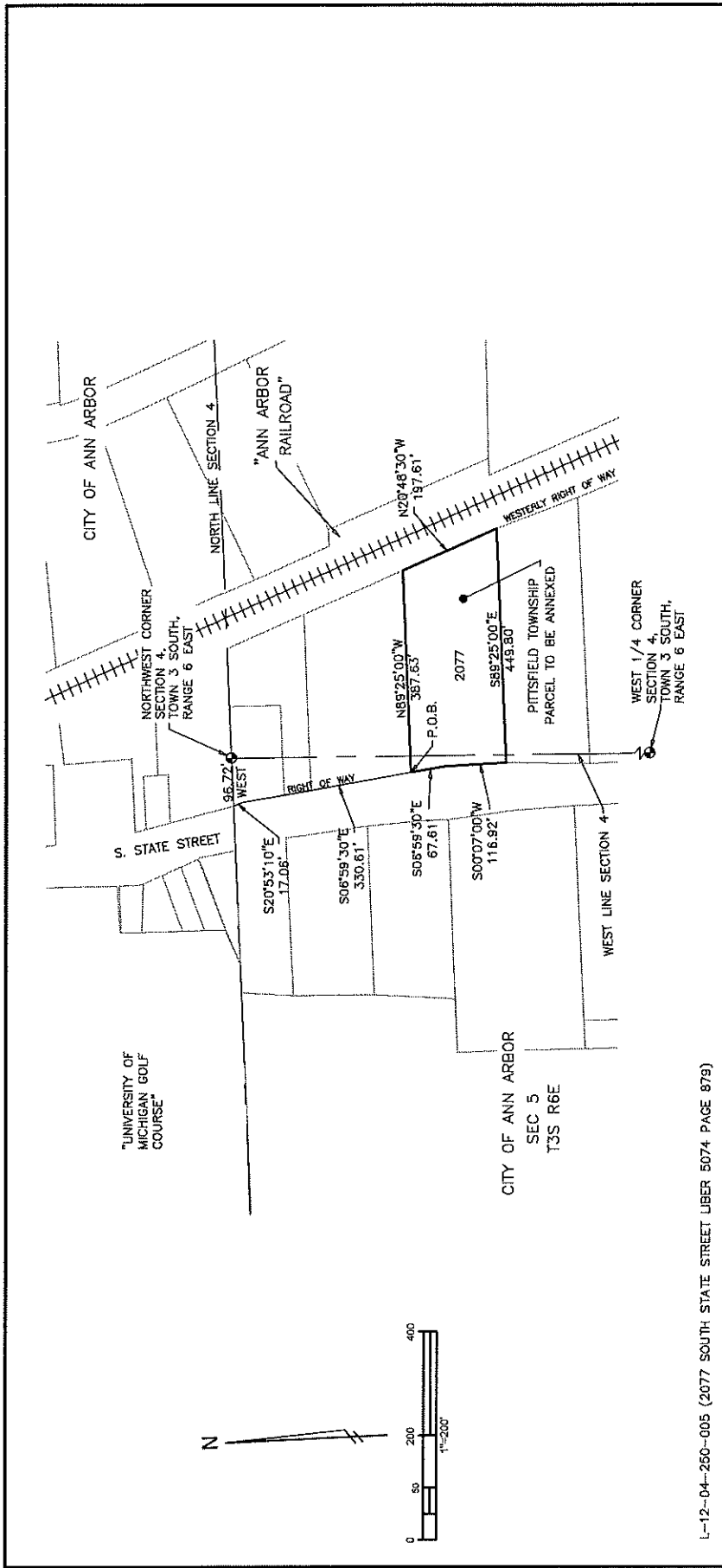


L-12-05-175-003 (2080 SOUTH STATE STREET TAX ID, NO DEED AVAILABLE)

COMMENCING AT THE NORTHEAST CORNER SECTION 5, THENCE SOUTH 86°59'10" WEST 132.03 FEET, THENCE SOUTH 24°11'20" EAST 25.60 FEET, THENCE SOUTH 101°8'55" EAST 233.23 FEET, THENCE SOUTH 87°01'10" WEST 48.30 FEET TO THE POINT OF BEGINNING, THENCE SOUTH 87°01'10" WEST 324.12 FEET, THENCE SOUTH 02°02'00" WEST 156.11 FEET, THENCE NORTH 87°01'10" EAST 343.94 FEET TO A POINT IN THE ARC OF A 2824.79 FOOT RADIUS CURVE, THENCE NORTHERLY 155.65' (158.24 FEET RECORD) ALONG THE ARC OF A 2824.79 FOOT RADIUS CURVE TO THE LEFT, CHORD NORTH 04°29'10" WEST 155.64 FEET TO THE POINT OF BEGINNING PART OF THE NORTHEAST 1/4 SECTION 5 T3S R6E, WASHINGTON COUNTY, MICHIGAN.


	PROJECT MANAGEMENT - PUBLIC SERVICES - CITY OF ANN ARBOR	
	DATE 18 APRIL, 2017 REVISED DRAWN MAS SCALE 1" = 200' SHEET No. 1 of 1	PITTSFIELD TOWNSHIP PETITION 4 2080 SOUTH STATE STREET
301 EAST HURON STREET ANN ARBOR, MI 48107-8647 734-794-6410 www.a2gov.org		

PART I

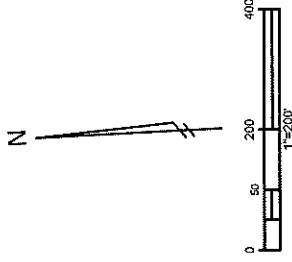
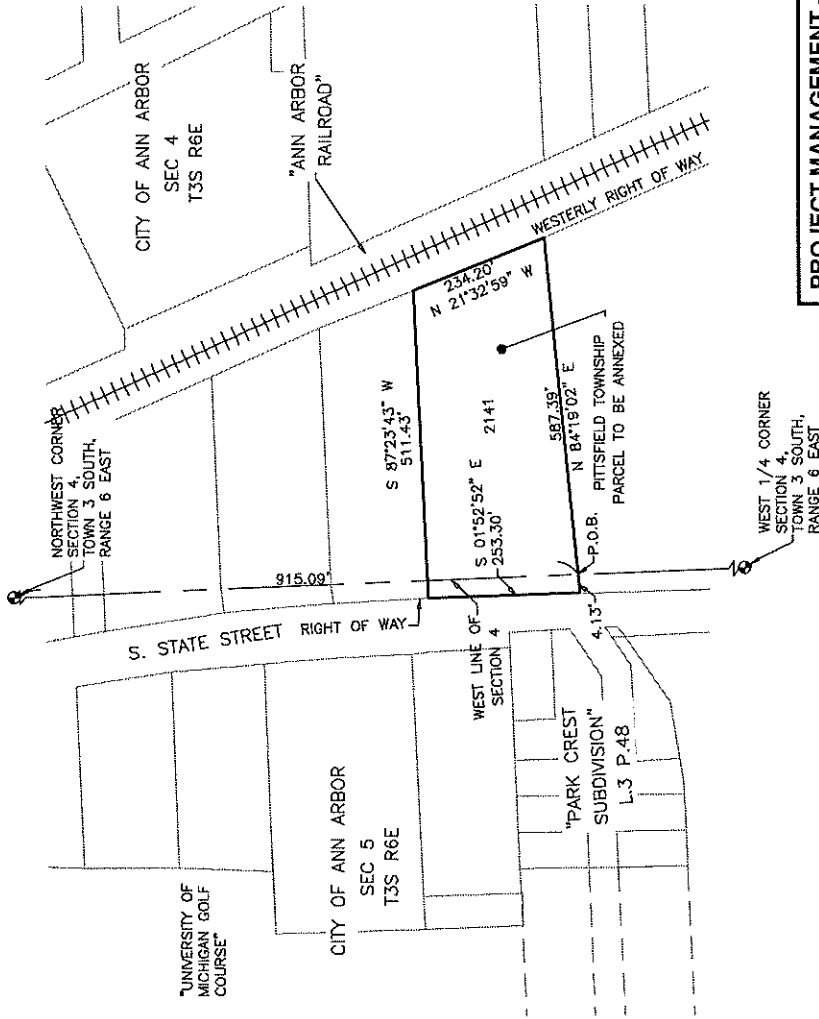


L-12-04-250-005 (2077 SOUTH STATE STREET LIBER 5074, PAGE 879)

TAX DESCRIPTION, COMBINING OF PARCELS, DESCRIBED IN LIBER 5074, PAGE 879, COMMENCING AT NORTHWEST CORNER OF SECTION 4, THENCE WEST 96.72 FEET, THENCE S 20°53'10" E 17.06 FEET, THENCE S 8°59'30" E 330.61 FEET TO THE POINT OF BEGINNING, THENCE S 06°59'30" E 67.61 FEET, THENCE S 00°07' W 116.92 FEET, THENCE S 89°25' E 449.80 FEET, THENCE N 20°48'30" W 197.61 FEET, THENCE N 89°25' W 387.63 FEET TO THE POINT OF BEGINNING, PART OF THE NORTHWEST 1/4 OF SECTION 4 & NORTHEAST 1/4 OF SECTION 5 T3S R6E.

<p>PROJECT MANAGEMENT - PUBLIC SERVICES - CITY OF ANN ARBOR</p>	
<p>PITTSFIELD TOWNSHIP PETITION 5 2077 SOUTH STATE STREET</p>	<p>DATE 18 APRIL, 2017 REVISED DRAWN MAS SCALE 1" = 200' SHEET No. 1 of 1</p>
	
<p>301 EAST HURON STREET ANN ARBOR, MI 48107-8647 734-794-6410 www.a2gov.org</p>	

PART I



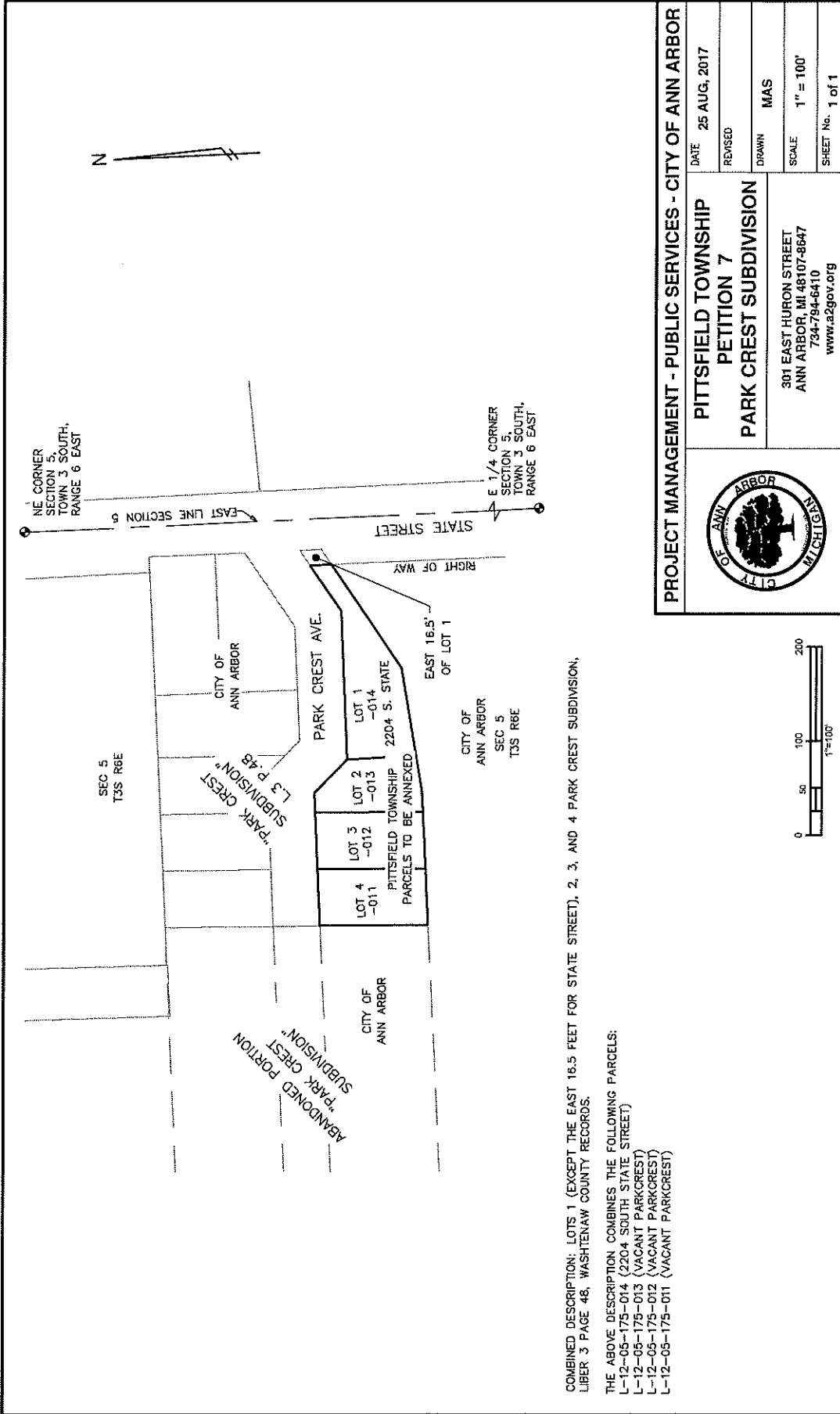
PROJECT MANAGEMENT - PUBLIC SERVICES - CITY OF ANN ARBOR

	DATE 18 APRIL, 2017 REMISED DRAWN MAS SCALE 1" = 200' SHEET No. 1 of 1
	PITTSFIELD TOWNSHIP PETITION 6 2141 SOUTH STATE STREET 301 EAST HURON STREET ANN ARBOR, MI 48107-8647 734-794-6410 www.a2gov.org

L-12-04-250-007 (2141 SOUTH STATE STREET TAX ID, NO DEED AVAILABLE)

COMMENCING AT THE NORTHWEST CORNER OF SECTION 4, THENCE SOUTH ALONG THE WEST LINE OF SECTION 4, 915.05 FEET TO THE POINT OF BEGINNING, THENCE N84°19'02"E 587.39 FEET, THENCE N21°32'59"W 234.20 FEET, THENCE S87°23'43"W 511.43 FEET TO THE EAST LINE OF STATE STREET, THENCE S01°52'52"E 253.30 FEET IN SAID LINE, THENCE N84°19'02"E 4.13 FEET TO THE POINT OF BEGINNING, PART OF NORTHWEST 1/4 SECTION 4 & NORTHEAST 1/4 SECTION 5 T3S R6E, WASHTEENAW COUNTY, MICHIGAN.

PART I



COMBINED DESCRIPTION: LOTS 1 (EXCEPT THE EAST 16.5 FEET FOR STATE STREET), 2, 3, AND 4 PARK CREST SUBDIVISION, LIBER 3 PAGE 48, WASHTENAW COUNTY RECORDS.

THE ABOVE DESCRIPTION COMBINES THE FOLLOWING PARCELS:
 L-12-05-175-014 (2204 SOUTH STATE STREET)
 L-12-05-175-013 (VACANT PARKCREST)
 L-12-05-175-012 (VACANT PARKCREST)
 L-12-05-175-011 (VACANT PARKCREST)

Attachment B – Questionnaires

State Boundary Commission
Department of Licensing and Regulatory
Affairs Bureau of Construction Codes
Office of Land Survey & Remonumentation
P.O. Box 30254, Lansing, MI 48909

Criteria Questionnaire for Annexation -
City Petition No. _____

Proposed Annexation of Land

From Pittsfield Township to the City of Ann Arbor

In accordance with 1968 PA 191, MCL 123.1009, please provide answers to the following questions for consideration by the State Boundary Commission. If additional space is needed, include lettered Attachments to provide information. This questionnaire should be completed and returned to the Bureau of Construction Codes, Office of Land Survey and Remonumentation, P.O. Box 30254, Lansing, MI 48909 by the deadline stated in your Notice of Filing.

POPULATION, POPULATION DENSITY, LAND AREA AND TOPOGRAPHY

1. What is the population of the city?	Approx 116,000
2. What is the population of the affected area?	Approx 5 individuals
3. What is the population density of the affected area?	Approx 4 dwelling units/acre

LAND USE

1. What is the land area and the future land uses of the affected area?

Two of the affected parcels consist of single-family homes. 5 lots consist of commercial uses. Three lots are vacant. The future land uses and zoning will be consistent with existing uses.

2. What is the relationship of the proposed action to any established city, township, county or regional land use plan?

The existing land uses are consistent with the City of Ann Arbor Master Plan: Land Use Element.

PAST AND PROBABLY FUTURE GROWTH AND DEVELOPMENT

1. What is the probable future urban growth including population increase and business, commercial and industrial development in the area?

Two of the parcels consist of single-family homes. Three parcels are vacant lots and could become office or residential uses in the future. Anticipated population increases will be minimal. The 5 commercial lots can accommodate modest expansion.

2. What is the general effect upon the entire community of the proposed action?

Criteria Questionnaire for Annexation - City

Page 2

The proposed annexation of township islands will result in the more efficient provision of government services since one government (City of Ann Arbor) will provide services to each neighborhood instead of two governments.

PUBLIC SERVICES

1. When adding the area to the city, what will be the need for organized community services, such as police, fire, maintenance, water and sewer?

The City of Ann Arbor is prepared to provide all municipal services to the parcels including, among others: police, fire, solid waste, street maintenance, parks, voting, and public utilities.

2. What will be the probable future needs for services and the practicability of supplying such services in the area to be incorporated?

The probable future needs will include things like voting, police, fire, solid waste, street maintenance, parks, and public utilities as well as other City services. The City of Ann Arbor can provide municipal services to each parcel proposed for annexation.

3. What is the probable effect of the proposed incorporation and of alternative courses of action on the cost and adequacy of services in the area to be incorporated and on the remaining portion of the unit from which the area will be detached?

The proposed annexation is not anticipated to have any negative impacts to the City of Ann Arbor. The primary intent of annexation is to provide municipal services more efficiently.

ASSESSED VALUATION

1. What is the probable increase in taxes in the area to be incorporated in relation to the benefits expected to accrue from incorporation?

Approximately \$45,000 per year

2. What is the financial ability of the city to maintain urban type services in the area?

The City of Ann Arbor is fully able to provide a wide range of urban services to each parcel proposed for annexation.

ADDITIONAL INFORMATION

Please provide any additional information the State Boundary Commission should consider.

The City of Ann Arbor entered into a written agreement with Pittsfield Township in 1979 with regard to the ultimate City Service Area (ultimate City boundary). The parcels proposed for annexation are all within the City's ultimate services area.

CITY OF ANN ARBOR-CHARTER TOWNSHIP OF PITTSFIELD

POLICY STATEMENT

January 15, 1979

Promulgation of Policies

The CITY OF ANN ARBOR, a Michigan municipal corporation, with its main offices located at 100 North Fifth Avenue, Ann Arbor, Michigan 48104 (hereinafter the "City"), and the CHARTER TOWNSHIP OF PITTSFIELD, a Michigan municipal corporation, with its main offices located at 701 West Ellsworth Road, Ann Arbor, Michigan 48104, (hereinafter the "Township"), by their respective governing bodies, for the purpose of furthering their common welfare, do hereby promulgate certain policies and declare their intentions to abide by the same in their exercise of governmental authority insofar as practical and not in conflict with law.

I. ANNEXATION - GENERAL

- A. All land areas in the Township lying west of U.S. 23 Expressway and north of the south line of Ellsworth Road from U.S. 23 to the west line of State Road, thence northerly to the south line of I-94, thence westerly along the southerly right-of way of I-94 to the western boundary of the Township, shall be designated as "The Territory" and shall be eventually annexed to the City in an orderly manner.
- B. It shall be understood that this aforementioned line is the unofficial boundary line until such time as it can be so officially designated.
- C. Inasmuch as the Township and the City have an existing contract for sewer service for portions of the Township, the Township shall not make plans to provide municipal sewer and/or water service to any properties within said

Territory; however, the Township shall maintain all other legal authority and responsibility for Township lands and residents in the Territory until such time as they do become annexed to the City.

- D. Notwithstanding previous policies, decisions and procedures, the City and Township hereby agree that individual properties in the designated area may be annexed to the City even where such annexation may create new islands. Neither the City nor the Township shall interpose in any judicial or other proceeding pertaining to the annexation of any portion of the said Territory an objection to such annexation by reason that the same would create an enclave of Township land within the City.
- E. Neither the City nor the Township shall seek to require annexation to the City of any such enclave of Township land lying within the Territory solely because of its constituting an enclave, whether now existing or hereafter created through the annexation of a portion of the Territory. Nevertheless, upon request to the City by the owner of a property within any said enclave for City water or sewer service to such property, the City may require such property to become annexed to the City as a condition of granting such service.
- F. The Township agrees that, rather than furthering litigation in the case of the Pittsfield islands, it will agree to the Boundary Commission decision of 1973 (File #8322) if the individual review procedure as set forth in paragraph I. H. is applied. Accordingly, the suit appealing that decision will be dismissed.

- G. Through joint resolutions of the City and Township governing bodies, any portion of the Territory within the designated area may be annexed to the City upon the petition therefor signed by the petitioners, as provided by MCLA 117.9(8), in the case of such alternate method of annexation. The legal description of such land shall include the total width of the street or highway adjacent to the land. Property that remains in the Township and is adjacent to a street or highway that has been annexed to the City shall have the curb cut rights of access to City streets that other City properties enjoy.
- H. Upon annexation to the City of properties from said Territory, the City "deferred charges" thereon for benefits conferred by capital improvements made prior to the annexation shall be payable at the property owners option, either in full or in not less than six (6) equal annual installments, provided that the same shall be payable in up to twelve (12) equal annual installments in cases of a property being, and continuing to be, the homestead of an owner/occupant who has special hardship problems or is otherwise adjudged in need of special consideration. Hardship and special considerations may be conferred upon the single owner/occupant at the time of annexation. A Transition Appeals Committee shall be established for the purpose of determining such need. It shall be authorized to make recommendations to City Council for special consideration and shall be comprised of two (2) members appointed from the City and one (1) member appointed from the Township.

II. MUNICIPAL AIRPORT

- A. The City agrees that the pending appeal of the decision of the Washtenaw Circuit Court in the suit of the Township vs. the City (Docket #77-12619) respecting the City's proceedings to annex territories in and about the Municipal Airport and a portion of Eisenhower Boulevard shall be dismissed.
- B. The Township agrees to cooperate with the City in the establishment of an Airport land use plan which recognizes the compatibility of light industrial, warehousing, gravel mining and other uses on Airport lands. The Township will review and comment on the plan before City adoption. It is further understood that any private construction on Airport lands will require approval under Township zoning and site plan requirements, as well as Township Building and Safety Department permit requirements. Plans for municipal construction on Airport lands must be submitted to the Township for review and comment.
- C. The Township agrees to establish a land use plan for the environs of the Airport which recognizes only land uses which are compatible to Airport operations from a safety and environmental point of view. The City will review and comment on the plan before adoption by the Township.
- D. It is further agreed that gravel mining may take place only for use on City of Ann Arbor roads and public works projects and for use on Pittsfield Township roads and public works projects. In addition, it is agreed that a gravel processing plan, a restoration plan and a soil erosion plan be filed and approved by the Township.

- E. Excepting as exempt by law, the Township shall assess for taxes the real and personal properties of and upon the Airport lands.
- F. The Township agrees to provide capacity for City sanitary sewage usage to the Airport as a direct City customer. The actual construction cost of future interceptor and major trunkline sewers designed to serve the City and the Township shall be apportioned in accordance with the design capacity provided in the sewers and shall be prorated among the properties served.

III. LANDFILL

- A. The City desires to expand its landfill operations to the west on property known as the Derck, Nielsen, and McCalla parcels.
- B. The Township agrees to actively support and assist in land acquisition negotiations for such expansion on the conditions that:
 - 1. A land use and restoration plan be developed for long-range use of the landfill area.
 - 2. That a reasonable strip of land in accordance with state law, but not less than 200 feet immediately east of Stone School Road, as well as along the southern and northern perimeters, shall be used for landscape buffering. Under state law such buffers must be a part of the landfill but cannot be used for landfill purposes. When landfill use of land is completed, the buffer strip may be available for private uses. The buffering shall include an earthen berm

which is separated from the perimeter by plant materials. All legal instruments for the purchase of the land shall require such landscape buffering.

- C. A Landfill Expansion Advisory Committee composed of four (4) persons appointed by the City and three (3) persons appointed by the Township shall be created to advise the City on environmental and operational plans.
- D. The Township agrees that it be given preferred customer consideration by the City in the use of the landfill or offered an opportunity for proportionate investment equity if the landfill is to be expanded in this location for landfill or shredding operations or a transfer station.
- E. The Township shall not adopt any ordinance, rule or regulation which prevents the City's use of the unannexed landfill for disposal of refuse materials or for park purposes.
- F. The City and Township agree to be continuing partners in seeking additional sites within the Township for solid waste disposal needs.

IV. SEWER/WATER SERVICES

- A. Upon acceptance and execution of this position paper, the City agrees to immediately approve the Township's request for sewer service limited to the Township Hall and the State Road frontage of a proposed commercial development at Ellsworth and State Roads in accordance with procedures established in Paragraph I-A of the Ann Arbor-Pittsfield sewer service agreement dated September 30, 1975. It is understood State Department of Natural Resources approval will be sought eagerly by the City.

D-6

B. The sewer service will be provided at 103% of City rates
in accordance with the aforementioned agreement.

Dated this 7th day of February, 1979.

IN THE PRESENCE OF:

CHARTER TOWNSHIP OF PITTSFIELD,
a Michigan municipal corporation

James P. Friend

By Robert A. Lillie
Robert A. Lillie
Its Township Supervisor

Guthrie C. Kibler

By Perry E. Brown
Perry E. Brown
Its Township Clerk

CITY OF ANN ARBOR, a Michigan
municipal corporation

James P. Friend

By Louis D. Belcher
Louis D. Belcher
Its Mayor

Guthrie C. Kibler

By E. F. Vollbrecht
E. F. Vollbrecht
Its City Clerk

Approved by the Council for the City of Ann Arbor January 15, 1979.

D-7

Petition #1 – (L-12-05-380-025) 296 W. Eisenhower

POPULATION, POPULATION DENISTY, LAND AREA AND TOPOGRAPHY

1. What is the basic topography of the affected area?

The topography of the site is generally level.

2. Are there any natural boundaries or drainage basins in the affected area?

There are no natural boundaries or drainage basins on the site.

LAND USE

1. What is the land area and the current land uses in the affected area?

The subject site maintains 0.819 acres of land and is currently vacant. The property is surrounded by office and commercial uses.

2. What is the relationship of the proposed action to any established city, township, county or regional land use plan?

Pittsfield Charter Township does not provide a future land use classification for this property as it is planned for annexation into the City of Ann Arbor.

PAST AND PROBABLE FUTURE GROWTH AND DEVELOPMENT

1. What is the past and probable future urban growth including population increase and business, commercial and industrial development in the area if annexation is not allowed?

If annexation is not allowed, the subject site will not be able to be developed, as essential services would not be able to be obtained.

2. What is the general effect of the entire community of the proposed action?

The proposed annexation has been planned by the Township and the City and will not negatively impact Pittsfield Charter Township.

PUBLIC SERVICES

1. What is the need for organized community services, such as sheriff, fire, maintenance, water and sewer?
2. What is the present cost and adequacy of governmental services in the area to be incorporated?
3. What is the probable effect of the proposed incorporation and of alternative courses of action on the cost and adequacy of services in the area to be incorporated and on the remaining portion of the unit from which the area will be detached?

ASSESSED VALUATION

\$140,000.00

ADDITIONAL INFORMATION

Petition #2 – (L-12-10-360-003) 3579 Stone School Road

POPULATION, POPULATION DENISTY, LAND AREA AND TOPOGRAPHY

1. What is the basic topography of the affected area?

The topography of the site is slopes downward with highest elevations in the west and lowest elevations to the east.

2. Are there any natural boundaries or drainage basins in the affected area?

There are no natural boundaries or drainage basins on the site.

LAND USE

1. What is the land area and the current land uses in the affected area?

The subject site maintains 2.0 acres of land and is currently vacant. The property is surrounded by multi-family and single-family residential uses.

2. What is the relationship of the proposed action to any established city, township, county or regional land use plan?

Pittsfield Charter Township does not provide a future land use classification for this property as it is planned for annexation into the City of Ann Arbor.

PAST AND PROBABLE FUTURE GROWTH AND DEVELOPMENT

1. What is the past and probable future urban growth including population increase and business, commercial and industrial development in the area if annexation is not allowed?

If annexation is not allowed, the subject site will not be able to be developed, as essential services would not be able to be obtained.

2. What is the general effect of the entire community of the proposed action?

The proposed annexation has been planned by the Township and the City and will not negatively impact Pittsfield Charter Township.

PUBLIC SERVICES

1. What is the need for organized community services, such as sheriff, fire, maintenance, water and sewer?
2. What is the present cost and adequacy of governmental services in the area to be incorporated?
3. What is the probable effect of the proposed incorporation and of alternative courses of action on the cost and adequacy of services in the area to be incorporated and on the remaining portion of the unit from which the area will be detached?

ASSESSED VALUATION

\$34,500.00

ADDITIONAL INFORMATION

Petition #3 – (L-12-10-495-009) 3950 Platt Road

POPULATION, POPULATION DENISTY, LAND AREA AND TOPOGRAPHY

1. What is the basic topography of the affected area?

The topography of the site is generally level.

2. Are there any natural boundaries or drainage basins in the affected area?

There are no natural boundaries or drainage basins on the site.

LAND USE

1. What is the land area and the current land uses in the affected area?

The subject site maintains 1.5 acres of land and is currently vacant. The property is surrounded by a commercial use, the City landfill, and park facilities.

2. What is the relationship of the proposed action to any established city, township, county or regional land use plan?

Pittsfield Charter Township does not provide a future land use classification for this property as it is planned for annexation into the City of Ann Arbor.

PAST AND PROBABLE FUTURE GROWTH AND DEVELOPMENT

1. What is the past and probable future urban growth including population increase and business, commercial and industrial development in the area if annexation is not allowed?

If annexation is not allowed, the subject site will not be able to be developed, as essential services would not be able to be obtained.

2. What is the general effect of the entire community of the proposed action?

The proposed annexation has been planned by the Township and the City and will not negatively impact Pittsfield Charter Township.

PUBLIC SERVICES

1. What is the need for organized community services, such as sheriff, fire, maintenance, water and sewer?
2. What is the present cost and adequacy of governmental services in the area to be incorporated?
3. What is the probable effect of the proposed incorporation and of alternative courses of action on the cost and adequacy of services in the area to be incorporated and on the remaining portion of the unit from which the area will be detached?

ASSESSED VALUATION

\$145,000.00

ADDITIONAL INFORMATION

Petition #4 – (L-12-05-175-003) 2080 South State Street

POPULATION, POPULATION DENISTY, LAND AREA AND TOPOGRAPHY

1. What is the basic topography of the affected area?

The topography of the site is undulating with higher elevations on the western portion of the site with lower elevations on the eastern portion of the site.

2. Are there any natural boundaries or drainage basins in the affected area?

There are no natural boundaries or drainage basins on the site.

LAND USE

1. What is the land area and the current land uses in the affected area?

The subject site maintains 1.21 acres of land developed with an office structure. The property is surrounded by a single-family use, the University of Michigan Golf Course, and office/commercial uses.

2. What is the relationship of the proposed action to any established city, township, county or regional land use plan?

Pittsfield Charter Township does not provide a future land use classification for this property as it is planned for annexation into the City of Ann Arbor.

PAST AND PROBABLE FUTURE GROWTH AND DEVELOPMENT

1. What is the past and probable future urban growth including population increase and business, commercial and industrial development in the area if annexation is not allowed?

If annexation is not allowed, the subject site will not be able to be developed, as essential services would not be able to be obtained.

2. What is the general effect of the entire community of the proposed action?

The proposed annexation has been planned by the Township and the City and will not negatively impact Pittsfield Charter Township.

PUBLIC SERVICES

1. What is the need for organized community services, such as sheriff, fire, maintenance, water and sewer?
2. What is the present cost and adequacy of governmental services in the area to be incorporated?
3. What is the probable effect of the proposed incorporation and of alternative courses of action on the cost and adequacy of services in the area to be incorporated and on the remaining portion of the unit from which the area will be detached?

ASSESSED VALUATION

\$337,200.00

Petition #5 – (L-12-04-250-005) 2077 South State Street

POPULATION, POPULATION DENISTY, LAND AREA AND TOPOGRAPHY

1. What is the basic topography of the affected area?

The topography of the site is generally level.

2. Are there any natural boundaries or drainage basins in the affected area?

There are no natural boundaries or drainage basins on the site.

LAND USE

1. What is the land area and the current land uses in the affected area?

The subject site maintains 1.76 acres of land maintaining a commercial structure. The property is surrounded by commercial uses and a single-family residence.

2. What is the relationship of the proposed action to any established city, township, county or regional land use plan?

Pittsfield Charter Township does not provide a future land use classification for this property as it is planned for annexation into the City of Ann Arbor.

PAST AND PROBABLE FUTURE GROWTH AND DEVELOPMENT

1. What is the past and probable future urban growth including population increase and business, commercial and industrial development in the area if annexation is not allowed?

If annexation is not allowed, the subject site will not be able to be developed, as essential services would not be able to be obtained.

2. What is the general effect of the entire community of the proposed action?

The proposed annexation has been planned by the Township and the City and will not negatively impact Pittsfield Charter Township.

PUBLIC SERVICES

1. What is the need for organized community services, such as sheriff, fire, maintenance, water and sewer?
2. What is the present cost and adequacy of governmental services in the area to be incorporated?
3. What is the probable effect of the proposed incorporation and of alternative courses of action on the cost and adequacy of services in the area to be incorporated and on the remaining portion of the unit from which the area will be detached?

ASSESSED VALUATION

\$317,800.00

ADDITIONAL INFORMATION

Petition #6 – (L-12-04-250-007) 2141 South State Street

POPULATION, POPULATION DENISTY, LAND AREA AND TOPOGRAPHY

1. What is the basic topography of the affected area?

The topography of the site is generally level.

2. Are there any natural boundaries or drainage basins in the affected area?

There are no natural boundaries or drainage basins on the site.

LAND USE

1. What is the land area and the current land uses in the affected area?

The subject site maintains 2.9 acres of land maintaining a commercial structure. The property is surrounded by commercial uses, and a single-family residence.

2. What is the relationship of the proposed action to any established city, township, county or regional land use plan?

Pittsfield Charter Township does not provide a future land use classification for this property as it is planned for annexation into the City of Ann Arbor.

PAST AND PROBABLE FUTURE GROWTH AND DEVELOPMENT

1. What is the past and probable future urban growth including population increase and business, commercial and industrial development in the area if annexation is not allowed?

If annexation is not allowed, the subject site will not be able to be developed, as essential services would not be able to be obtained.

2. What is the general effect of the entire community of the proposed action?

The proposed annexation has been planned by the Township and the City and will not negatively impact Pittsfield Charter Township.

PUBLIC SERVICES

1. What is the need for organized community services, such as sheriff, fire, maintenance, water and sewer?
2. What is the present cost and adequacy of governmental services in the area to be incorporated?
3. What is the probable effect of the proposed incorporation and of alternative courses of action on the cost and adequacy of services in the area to be incorporated and on the remaining portion of the unit from which the area will be detached?

ASSESSED VALUATION

\$756,100.00

ADDITIONAL INFORMATION

**Petition #7 – (L-12-05-175-014) 2204 South State Street
(L-12-05-175-013) Vacant
(L-12-05-175-012) Vacant
(L-12-05-175-011) Vacant**

POPULATION, POPULATION DENISTY, LAND AREA AND TOPOGRAPHY

1. What is the basic topography of the affected area?

The topography of the site is undulating with highest elevations in the in the western portion of the site and lowest elevations in the eastern portion of the site.

2. Are there any natural boundaries or drainage basins in the affected area?

There are no natural boundaries or drainage basins on the site.

LAND USE

1. What is the land area and the current land uses in the affected area?

The total land area of the combined parcels is unknown. The site is currently vacant. The property is surrounded by a commercial use and University of Michigan owned properties.

2. What is the relationship of the proposed action to any established city, township, county or regional land use plan?

Pittsfield Charter Township does not provide a future land use classification for this property as it is planned for annexation into the City of Ann Arbor.

PAST AND PROBABLE FUTURE GROWTH AND DEVELOPMENT

1. What is the past and probable future urban growth including population increase and business, commercial and industrial development in the area if annexation is not allowed?

If annexation is not allowed, the subject site will not be able to be developed, as essential services would not be able to be obtained.

2. What is the general effect of the entire community of the proposed action?

The proposed annexation has been planned by the Township and the City and will not negatively impact Pittsfield Charter Township.

PUBLIC SERVICES

1. What is the need for organized community services, such as sheriff, fire, maintenance, water and sewer?
2. What is the present cost and adequacy of governmental services in the area to be incorporated?
3. What is the probable effect of the proposed incorporation and of alternative courses of action on the cost and adequacy of services in the area to be incorporated and on the remaining portion of the unit from which the area will be detached?

ASSESSED VALUATION

\$46,300.00

ADDITIONAL INFORMATION

Attachment C – Final Meeting Minutes



STATE OF MICHIGAN

GRETCHEN WHITMER
GOVERNOR

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

STATE BOUNDARY COMMISSION
Ottawa Building, Upper Level Conference Room #4
611 West Ottawa Street
Lansing, MI 48933

MINUTES
October 16, 2019
10:00 a.m.

MEMBERS PRESENT

Ms. Robin Beltramini
Mr. Richard Datema
Ms. Stefani Carter, Washtenaw County
Mr. Francis Grohnert, Washtenaw County
Ms. Lynn Marine-Adams, Wayne County
Mr. Clyde Goodwin, Jr., Wayne County

MEMBERS ABSENT

Vacant State Member Appointment

DEPARTMENT PERSONNEL ATTENDING

Mr. Keith Lambert, Director, Administration, BCC
Mr. Mike Barger, Director, Office of Land Survey and Remonumentation, BCC
Ms. Janelle Campbell, Department Tech., Office of Land Survey and Remonumentation, BCC
Ms. Sara Leiby, Secretary, Administrative Services Division, BCC
Ms. Tracie Pack, Department Analyst, Administrative Services Division, BCC
Mr. Patrick Fitzgerald, Assistant Attorney General, Office of the Attorney General

1. CALL TO ORDER AND DETERMINATION OF QUORUM

Chairperson Beltramini called the meeting to order at 10:20 a.m. A quorum was present at that time.

2. APPROVAL OF AGENDA

A **MOTION** was made by Commissioner Datema and **SECONDED** by Chairperson Beltramini to approve the agenda with amendment to place the review of Petition No. 18-AP-2 before the other petitions on the agenda as Commissioner Carter was running late. **MOTION CARRIED.**

3. APPROVAL OF MINUTES

A. June 4, 2019

A **MOTION** was made by Commissioner Datema and **SECONDED** by Chairperson Beltramini to approve the minutes of the June 4, 2019 meeting. **MOTION CARRIED.**

4. PETITIONS - RECOMMENDATION REVIEW

Chairperson Beltramini informed the County Commissioners that they can only comment and decide on the petitions in their respective counties.

Chairperson Beltramini dismissed the Washtenaw County Commissioner present during the Recommendation Review of the Wayne County petition.

A. Petition No. 18-AP-2

The Commission reviewed Petition No. 18-AP-2 for annexation of land area in the City of Gross Pointe Woods to the City of Gross Pointe Farms in accordance with MCL 123.1009.

Mr. William Fahey, legal counsel for the petitioners, Mr. Charles Berschback, legal counsel for Grosse Pointe Woods, Assistant Attorney General (AAG) Fitzgerald, and Director Barger provided testimony regarding the legal finding on whether the parcels are part of a subdivision or private claim for the review.

Chairperson Beltramini noted that the adequacy and efficiency of the community services, such as emergency response time, were better pursued by Gross Pointe Farms. Commissioner Goodwin agreed the most compelling reason for him is the emergency response benefits gained. Commissioner Marine-Adams added that from a practical/logistics standpoint, it just makes sense.

Following discussion, a **MOTION** was made by Commissioner Datema and **SECONDED** by Chairperson Beltramini to recommend approval of Petition No. 18-AP-2 by the Director of the Department of Licensing and Regulatory Affairs based on discussions with Director Barger and AAG Fitzgerald. Pursuant to Executive Reorganization Order 1996-2, this approval is contingent on the concurrence of the Director of the Department of Licensing and Regulatory Affairs. **MOTION CARRIED.**

Chairperson Beltramini dismissed the Wayne County Commissioners.

With arrival of Commissioner Carter at 10:38 a.m., the Chairperson reconvened the Washtenaw County Commissioners for Recommendation Review of their county petitions.

B. Petition No. 19-AR-1

The Commission reviewed Petition No. 19-AR-1 for annexation of land area in the Township of Ann Arbor to the City of Ann Arbor in accordance with MCL 123.1009.

Mr. Jeffrey Kahan, Ann Arbor City Planner, Mr. Thomas Wieder, Ann Arbor Township resident of property to be annexed, and AAG Fitzgerald provided testimony for the review.

Chairperson Beltramini expressed that homeowners should not have to abandon investments for wells and septic systems due to the amended City Utility Code. Commissioner Carter added that this would be a large expense for something the homeowners don't need. Commissioners Grohnert and Datema concurred.

Following discussion, a **MOTION** was made by Commissioner Grohnert and **SECONDED** by Commissioner Carter to recommend denial of Petition No. 19-AR-1, excluding Ann Arbor Township Petition 5 for the property located at 2705 Newport Road, by the Director of the Department of Licensing and Regulatory Affairs. Pursuant to Executive Reorganization Order 1996-2, this denial is contingent on the concurrence of the Director of the Department of Licensing and Regulatory Affairs. **MOTION CARRIED.**

In addition, a **MOTION** was made by Commissioner Carter and **SECONDED** by Commissioner Grohnert to recommend approval of Ann Arbor Township Petition 5 for the property located at 2705 Newport Road by the Director of the Department of Licensing and Regulatory Affairs. Pursuant to Executive Reorganization Order 1996-2, this approval is contingent on the concurrence of the Director of the Department of Licensing and Regulatory Affairs. **MOTION CARRIED.**

C. Petition No. 19-AR-2

The Commission reviewed Petition No. 19-AR-2 for annexation of land area in Pittsfield Charter Township to the City of Ann Arbor in accordance with MCL 123.1009.

Following discussion, a **MOTION** was made by Commissioner Datema and **SECONDED** by Commissioner Grohnert to recommend denial of Petition No. 19-AR-2 by the Director of the Department of Licensing and Regulatory Affairs based on financial considerations stated under item 4.B. Petition No. 19-AR-1. Pursuant to Executive Reorganization Order 1996-2, this denial is contingent on the concurrence of the Director of the Department of Licensing and Regulatory Affairs. **MOTION CARRIED.**

D. Petition No. 19-AR-3

The Commission reviewed Petition No. 19-AR-3 for annexation of land area in the Township of Scio to the City of Ann Arbor in accordance with MCL 123.1009.

Following discussion, a **MOTION** was made by Commissioner Datema and **SECONDED** by Commissioner Carter to recommend approval of Petition No.

19-AR-3 by the Director of the Department of Licensing and Regulatory Affairs. Pursuant to Executive Reorganization Order 1996-2, this approval is contingent on the concurrence of the Director of the Department of Licensing and Regulatory Affairs. **MOTION CARRIED.**

5. UNFINISHED BUSINESS

Commissioner Carter apologized for her late arrival.

6. NEW BUSINESS

A. Bureau Quarterly Report

Director Lambert reported that the Department is pursuing board and commission training for all new and existing members with legal counsel from the Office of the Attorney General. The training will also include a breakout session with the specific disciplines for each board.

Director Lambert also reminded the Board, pursuant to Executive Directive 2019-5, that Governor appointees are prohibited from using personal devices to conduct State business.

B. AAG Fitzgerald introduced himself and provided contact information to the Commission.

7. PUBLIC COMMENT

None.

8. NEXT MEETING DATE - DECEMBER 4, 2019

The Commission is scheduled to meet next at 1:30 p.m. at 611 West Ottawa Street, Lansing, MI 48933 in Upper Level Conference Room #4 on December 4, 2019.

9. ADJOURNMENT

A **MOTION** was made by Commissioner Datema and **SECONDED** by Commissioner Carter to adjourn the meeting at 11:23 a.m. **MOTION CARRIED.**