



**AGENDA
CITY OF LAPEER
LAPEER CITY COMMISSION
576 LIBERTY PARK, LAPEER, MI 48446
NOVEMBER 17, 2025
810-664-5231 * www.ci.lapeer.mi.us**

**SWEARING IN OF THE NEWLY ELECTED OFFICIALS: MAYOR AND COMMISSIONER
BY THE HONORABLE DENIS J. MCCARTHY**

6:30 P.M. CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

ELECTION OF MAYOR PRO-TEM

APPROVAL OF NOVEMBER 17, 2025, AGENDA

A. MINUTES:

1. Minutes of the Regular meeting held November 3, 2025.

B. PUBLIC COMMENTS:

1. Lapeer County Commissioner - Brad Haggadone.

C. CONSENT AGENDA:

1. Special Event: DDA Christmas Fest, Friday, December 5, 2025, from 4 p.m. to 9 p.m. and Saturday, December 6, 2025, during business hours, downtown Lapeer.

SUGGESTED MOTION:

Approve the Consent Agenda for November 17, 2025.

D. BILL LISTING:

1. Bill Listing for November 17, 2025.

SUGGESTED MOTION: ON A ROLL CALL VOTE.

Approve the Bill Listing for November 17, 2025, in the amount of \$685,506.28.

E. PROCLAMATIONS, RECOGNITIONS AND RESOLUTIONS:

F. PUBLIC HEARINGS:

G. ADMINISTRATIVE REPORTS:

1. Special Event: Steel Patriots, Friday Night Bikes, Fridays from May 29, 2026, through August 28, 2026, (excluding July 3 and August 21) from 5 p.m. to 10 p.m., Nepessing Street from Mason Street to Pine Street.

SUGGESTED MOTION:

Approve the Steel Patriots, Friday Night Bikes Special Event Application.

2. Zoning Ordinance Text Amendments – Articles 7-13, 7-15, 7-16 & 7-17.

SUGGESTED MOTION: INTRODUCED BY ONE COMMISSIONER.

Introduce the text amendments to Chapter 7 (Zoning Ordinance), Articles 7-13, 7-15, 7-16, and 7-17 of the General Ordinances of the City of Lapeer as proposed.

H. CITY MANAGER’S REPORT:

1. 425 Agreement Amendment with Mayfield Township – Parcel Id: 014-031-003-12.

SUGGESTED MOTION:

Set a Public Hearing at the next Regular Meeting on December 1, 2025, at 6:30 p.m. or as soon thereafter as may be heard regarding an Amendment to the existing 425 Agreement between the City of Lapeer and Mayfield Twp., which would add Parcel Id: 014-031-003-12 into the existing 425 Agreement.

2. Genesee Street Road Diet Proposal.

SUGGESTED MOTION:

Set a Public Hearing at the next Regular Meeting on December 1, 2025, at 6:30 p.m. or as soon thereafter as may be heard considering the installation of a road diet on Genesee Street between M-24 and Saginaw Streets.

3. Various matters.

I. CITY ATTORNEY’S REPORT:

1. Various matters.

J. UNFINISHED BUSINESS:

1. Appointments to Boards and Commissions.
 - a. Mayoral Appointments:
Downtown Development Authority, G. Gaecke, term to expire January 1, 2030.
 - b. Commission Appointments:
Board of Review, C. Malmrose, term to expire January 1, 2029.

K. DEPARTMENTAL COMMUNICATIONS:

1. Departmental Monthly Reports.

L. PUBLIC COMMENTS:

M. CLOSING COMMENTS:

1. Commissioners.
2. City Manager.
3. Mayor.

N. REMINDER OF MEETINGS:

Next City Commission Meeting: **MONDAY, DECEMBER 1, 2025, Regular**

O. REMINDER OF PUBLIC HEARINGS:

ADJOURNMENT

MATERIAL TRANSMITTAL

Notice:

Persons with disabilities needing accommodations for effective participation through electronic means in this meeting should contact the City Clerk at (810) 664-5231 or by email at clerk@ci.lapeer.mi.us at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.



ITEM A

Meeting Date: November 17, 2025
Department: City Clerk
Requestor: Romona Sanchez, City Clerk
Agenda Item: Election of Mayor Pro Tem

RECOMMENDATION (motion):

Nominations to select Mayor Pro-Tem.

AGENDA ITEM INFORMATION:

Per Charter the Commission is required to elect a Mayor Pro-Tem for a term ending November 15, 2027.

Excerpt from Charter:

ELECTION OF MAYOR PRO TEM.:

Section 4.4.

The Commission shall, at its first meeting following each regular city election, and after the newly elected members take office, elect one of its members to serve as Mayor Pro Tem. For a term to expire at the first Commission meeting following each regular city election.

In the event of absence or disability of both the Mayor and Mayor Pro Tem., the Commission may designate another of its members to serve as Acting Mayor during such absence or disability.

Current Mayor Pro-Tem, Commissioner Joshua Atwood.

Budgeted Amount:	N/A	Funds Requested:	N/A
Funding Source:	N/A	CIP Project #:	N/A
		Budget Amendment Needed:	N/A
# of Bids/Quotes Obtained:	N/A	Budget Amendment Attached:	N/A
Explanation:			

**LAPEER CITY COMMISSION
MINUTES OF A REGULAR MEETING
NOVEMBER 3, 2025**

A regular meeting of the Lapeer City Commission was held November 3, 2025, at the Lapeer City Hall, 576 Liberty Park, Lapeer, Michigan. The meeting was called to order at 6:30 p.m.

ROLL CALL

Present: Mayor Marquardt.

Commissioners: Atwood, Brady, Glisman, Petrie, Swindell.

Absent: None.

City Manager: Mike Womack, present.

City Attorney: T. Allen Francis, present.

Mayor Marquardt led the Pledge of Allegiance.

254 2025 11-03 AGENDA APPROVAL

Moved by Glisman. Seconded by Swindell.

Approve the Agenda for November 3, 2025, as presented.

Ayes: Atwood, Brady, Glisman, Petrie, Swindell.

Nays: None.

MOTION CARRIED.

255 2025 11-03 MINUTES

Moved by Glisman. Seconded by Swindell.

Approve the minutes of the regular meeting held October 20, 2025, as presented.

Ayes: Atwood, Brady, Glisman, Petrie, Swindell.

Nays: None.

MOTION CARRIED.

PUBLIC COMMENTS

Melissa Petrie gave an invocation.

256 2025 11-03 BILL LISTING

Moved by Brady Seconded by Swindell.

Approve the bill listing for November 3, 2025, in the amount of \$1,393,181.56.

ON A ROLL CALL VOTE.

Ayes: Atwood, Brady, Glisman, Petrie, Swindell.

Nays: None.

MOTION CARRIED.

ADMINISTRATIVE REPORTS:

257 2025 11-03 IFT REVOCATION – TESTING SERVICES – 751 MCCORMIK DR.

Moved by Petrie. Seconded by Glisman.

Adopt Resolution No. 2025-15 to revoke Industrial Facilities Exemption Certificate No. 2014-145, effective immediately, for Testing Services Group, LLC, located at 751 McCormick Drive.

Resolution #2025-15
RESOLUTION TO REVOKE TAX EXEMPTIONS
(Testing Services Group, LLC)

WHEREAS, Michigan Public Act 198 of 1974 the Plant Rehabilitation and Industrial Development Districts Act (the “Act”) allows for certain tax exemptions upon approval of the City Commission for the City of Lapeer and the Michigan State Tax Commission.

WHEREAS, pursuant to the Act after a duly noticed public hearing the City Commission for the City of Lapeer by established an Industrial Development District (the “District”).

WHEREAS, Testing Services Group, LLC (“Testing Group”) established an industrial facility at real property commonly known as 751 McCormick Drive, Lapeer, Michigan (the “Property”) located in this District.

WHEREAS, the City Commission for the City of Lapeer recommended that Testing Group’s application for an Industrial Facilities Exemption Certificate for personal and real property investments at the Property be approved by the Michigan State Tax Commission.

WHEREAS, the Michigan State Tax Commission approved Industrial Facilities Exemption Certificate No. 2014-145 (the “Certificate”) related to Testing Group’s investment at the Property.

WHEREAS Testing Group has permanently ceased operations of its facilities in the district and is no longer affiliated with the Property, defeating the purposes for which Industrial Facilities Exemption Certificate No. 2014-145 was approved.

NOW, THEREFORE, BE IT RESOLVED based upon the above recitals, pursuant to Section 15(2) of the Act, the Lapeer City Commission hereby requests the Michigan State Tax Commission revoke all existing Industrial Facilities Exemptions Certificates granted to Testing Services Group, LLC, within the district, including, but not necessarily limited to, Industrial Facilities Exemption Certificate No. 2014-145.

Ayes: Atwood, Brady, Glisman, Petrie, Swindell.

Nays: None.

MOTION CARRIED AND RESOLUTION DECLARED ADOPTED.

258 2025 11-03 LETTER OF INTENT – ROUND 3 - MI NEIGHBORHOOD CDBG – LAMAGNA OPERA HOUSE PROJECT

Moved by Swindell. Seconded by Petrie.

Approve the grant administrator to submit a new Letter of Intent to reapply for Round 3 of the MI Neighborhood CDBG Program with the Michigan State Housing Development Authority (MSHDA) for the LaMagna Opera House project.

Ayes: Atwood, Brady, Glisman, Petrie, Swindell.

Nays: None.

MOTION CARRIED.

259 2025 11-03 ON-PREMISES LIQUOR LICENSE – AXECADIA – 55 W. NEPESSING ST.

Moved by Glisman. Seconded by Swindell.

Adopt the resolution for an on-premises liquor license for Chris and Christina Herr, owners of Axecadia, located at 55 W. Nepessing St.

Ayes: Atwood, Brady, Glisman, Petrie, Swindell.

Nays: None.
MOTION CARRIED.

260 2025 11-03 SIGNATORIES – CHOICE ONE SPORTS OFFICIALS BANK ACCOUNT

Moved by Swindell. Seconded by Atwood.

Approve a change in signatories to the Choice One Sports Officials bank account, as presented.

Ayes: Atwood, Brady, Glisman, Petrie, Swindell.

Nays: None.

MOTION CARRIED.

261 2025 11-03 REZONING – B-2 GENERAL BUSINESS TO CBD-1 CENTRAL BUSINESS DISTRICT: 4 E. NEPESSING ST. – PARCEL #L20-19-100-040-00

Moved by Glisman. Seconded by Petrie.

Adopt an ordinance amendment to Chapter 7 (Zoning Ordinance), Article 7.02.02(a)(40) of the General Ordinances of the City of Lapeer.

Ordinance No. 2025-03

THE CITY OF LAPEER ORDAINS:

ARTICLE 7.02 MAPPED DISTRICTS 7.02.02 District Boundaries

(a) Zoning District Amendments

- (40) The following described property formerly zoned B-2 General Business is hereby rezoned to CBD-1 Central Business District:

- CITY OF LAPEER LAPEER VILLAGE PLAT SE'LY 21 FT OF LOT 159 & NW'LY 39 FT OF LOT 160 & S'LY 1.4 FT OF VAC NEPESSING ST ADJ THERETO (L=1 P=73 SEC 5, T7N-R10E) (PARCEL #L20-19-100-040-00)

Ayes: Atwood, Brady, Glisman, Petrie, Swindell.

Nays: None.

MOTION CARRIED. AMENDMENT TO CHAPTER 7 ADOPTED.

262 2025 11-03 TRIPLE NET LEASE AGREEMENT - CLOVER GROUP ANON, INC. – 3496 DAVISON ROAD

Moved by Brady. Seconded by Swindell.

Approve the lease between the City of Lapeer and Clover Group Anon, Inc. for the use of the property at 3496 Davison Road, as presented and authorize the City Manager to sign on behalf of the City.

Ayes: Atwood, Brady, Glisman, Petrie, Swindell.

Nays: None.

MOTION CARRIED.

CITY MANAGER'S REPORT

City Manager Womack noted the paper copy everyone received regarding the resolution to revoke tax exemptions was a correction to a non-substantive typo.

CITY ATTORNEY'S REPORT

Mr. Francis congratulated Mayor Marquardt and Commissioner Swindell, stating both will be missed.

DEPARTMENTAL REPORTS

The DDA Monthly Departmental Report, Quarterly Financial Report and the Quarterly Investment Reports were received into the record.

PUBLIC COMMENTS

Kelly Nolan commented on the new mural.

MAYOR/COMMISSIONER COMMENTS

Commissioner Petrie: Wished all the candidates' good luck and thanked them for their hard work on their campaigns. Expressed gratitude for their desire to serve the city. Thanked Commissioner Swindell and Mayor Marquardt for all they have given to the City of Lapeer and for their dedicated service.

Commissioner Glisman: Thanked Mayor Marquardt and Commissioner Swindell for their service to the City of Lapeer. There are three candidates for Mayor and one for Commissioner and wished them all well. Noted that November 11 is Veterans Day and encouraged everyone to keep all veterans in our hearts and prayers. Mentioned that the lilac planting was great fun and thanked Jeff Hogan for taking pictures as the project moves forward. Thanked Mr. Church and his crew for their hard work and for doing most of the heavy lifting for the lilac project. Noted that in 1783, George Washington disbanded the Continental Army as the war came to an end, and in 1796, John Adams was elected the second President of the United States.

Commissioner Swindell: As it is her last meeting, she noted that it is a little bittersweet. She expressed that it has been a pleasure working with all the department heads, thanking them for their collaboration and brainstorming, and shared her appreciation for each of them. She thanked Mayor Marquardt and Commissioner Atwood for teaching her so much and for always answering her questions. She also thanked Lynne McCarthy for stepping up to run for Commissioner, as well as the three candidates running for Mayor. She reminded everyone that tomorrow will be a long but important day—encouraging all to go vote and exercise that vital right. She expressed how proud she is of Commissioner Atwood for serving as MML President and for continually shining a light on the City of Lapeer. She concluded by saying it has been a true pleasure and honor to serve, and she thanked everyone for their support.

Commissioner Atwood: Thanked Mayor Marquardt and Commissioner Swindell for their service. Although they have not always agreed on everything, he has learned from both and has learned to agree to disagree. He expressed mutual respect for all who stand up and serve, appreciates them both, and wishes them the best of luck in the future. He also noted his deep respect for anyone who puts their name on the ballot, acknowledging the courage it takes to do so, and thanked all candidates for their efforts. This will be his 13th Commissioner and 4th Mayor since joining the board. Finally, he thanked city staff for all the hard work they do.

City Manager Womack: Leaf pick up began today. Asked about the July 4th mural. Thanked Mayor Marquardt and Commissioner Swindell for all their hard work and echoed all the other comments; looks forward to working with newly elected people. Its difficult to put yourself out there. Election Day for Taft, FDT, LBJ, Clinton and Biden.

Mayor Marquardt: Read the list of local events. Thanked the City Manager, department heads, and all employees, noting that she has learned a lot through the experience and gained a better understanding of how the city operates. She also thanked her husband for his support over the years and expressed excitement about the next chapter. Wished good luck to all the candidates and acknowledged their commitment. Speaking about elections, she suggested that the commission consider moving the off-year elections to even years, noting that there are benefits and that it is worth looking into.

263 2025 11-03 ADJOURNMENT

Having no further business, the regular meeting was adjourned at 7:00 p.m.

Debbie Marquardt, Mayor

Romona Sanchez, City Clerk



ITEM C-1

Meeting Date: November 17, 2025
Department: Police Department
Requestor: Jeremy Howe, Chief of Police
Agenda Item: Special Event – Christmas Fest

RECOMMENDATION (motion):

Approve the event.

AGENDA ITEM INFORMATION:

We have received a request from the Downtown Development Authority Director James Alt for their annual Christmas Fest event to be held on two nights; Friday, December 5th from 4PM to 9PM and on Saturday, December 6, 2025, during business hours. This event will be held throughout the downtown area of the City of Lapeer. This event does not require assistance from any City of Lapeer department.

See PDF SE Christmas Fest 2025.

Budgeted Amount:	N/A	Funds Requested:	N/A
Funding Source:	N/A	CIP Project #:	N/A
		Budget Amendment Needed:	N/A
# of Bids/Quotes Obtained:	N/A	Budget Amendment Attached:	N/A
Explanation:			

City of Lapeer

SPECIAL EVENT APPLICATION (SEA)



DIRECTIONS: Complete this application per the City of Lapeer Special Events Ordinance (Ch.52 Special Event) and the Rules and Regulations and return it to the either Parks & Rec Department (for events at a City Park) or the City Clerk's Office at a minimum of 45 calendar days before the starting date of the event.

If you request an event in a CITY PARK, YOU MUST SUBMIT YOUR PARK RESERVATION WITH YOUR APPLICATION. All Special Event Applications should be submitted directly to the City Clerk's Office, 576 Liberty Park, Lapeer, MI, 48446 or it can be emailed to clerk@ci.lapeer.mi.us.

Sponsoring Organization
(Legal Name) Lapeer Main Street DDA Phone # 810-728-6598

Address 410 W. St Ste 106.

Organization Event
Coordinator/Contact James Alt Phone # 810-728-6598

Event Coordinator/
Contact Address 410 W. Nepessing St.

Coordinator/Contact Email james@lapeerdda.com

Event Name Christmas Fest

Purpose of Event The annual holiday event designed to bring traffic to Historic Lapeer, Celebrate the holidays, boost community pride and increase sales for downtown businesses.

Event Location Throughout the DDA District

Have you reserved your park/pavilion? Yes / No

*If yes, provide copy of reservation form with this application, if no and planning a park event, reservations need to be made.**

Date of Event Dec. 5 & 6 Event Time 4:00pm-9:00pm of Friday, and all day Saturday (during business hours)

of Event 8 # of Expected Attendees: 1200

Describe the activities taking place at your event: Residents of Lapeer and the surrounding areas are invited to visit participating businesses in the DDA district for the annual treat walk, horse carriage rides, hot cocoa, holiday shopping, music and more.

Please check what will be part of your event:

☒ Music**	☐ Animals** (such as a petting zoo)	☐ Selling of food*	☒ Posted Signage of Event*
☐ Tents	☐ Wedding	☐ Selling of drinks*	☐ Liquor/Beer or Wine*

**Please list here what type of music (DJ/Band/Individual singers, etc.) and/or list animals: _____

Please check what you request the City to supply:

*See Rules and Regulations

FOR OFFICE USE ONLY:
SPECIAL EVENT REVIEW COMMITTEE APPROVALS

City Manager	Police Chief
Fire Chief	DPW Director
Parks & Rec Director	

Picnic Tables Qty:	Electricity Turned on/off	Other:
Trash Containers Qty:	Road Crossing Guards Qty:	
Road Closures List:		

Please attach a letter indicating all requests of City services if something other than above.

Please check what type of event is this:

A description of the type of event can be found on page 4, B.1-5.

☒	City Operated Event	☐	Other Non-Profit Event	☐	Political or Ballot Issue Event
☒	Co-Sponsored Event	☐	Other For-Profit Event	☐	

INDEMNIFICATION AGREEMENT

The Lapeer Downtown Development Authority agree(s) to defend, indemnify, and hold harmless the City of Lapeer, Michigan, its officers, employees and agents, from and against any claim, demand, suit, loss, cost or expense, or any damage, which may be asserted, claimed or recovered against or from the City of Lapeer, its officers employees agents, by reason of any damage to property, bodily injury or death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with or related to the special event.

Signature: [Signature] Date: 10-23-25

Witness: [Signature] Date: 10-23-25

1. **ANNUAL EVENT:** Is this event expected to occur next year? ☒ [YES] ☐ [No]
If yes, you may reserve a date for next year with this application. To reserve dates for next year, please provide the following information:

Normal Event Schedule

(e.g., third weekend in July): December 5 & 6 2026

2. **AN EVENT MAP [IS] [IS NOT]** attached. If your event will use streets and/or sidewalks (for a parade, run, etc.), or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. Also, show streets or parking lots that you are requesting to be blocked off. *Crossing Guards are required if crossing any roads.*

3. **FREE PARKING:** Are you requesting free parking (see the Rules and Regulations)?
[YES] [NO]

If yes, list the lots or locations where free parking is requested:

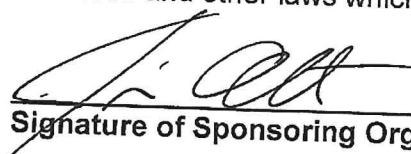
4. **Alcoholic Beverages:** Will they be served? [YES] [NO] NO
Who holds the Liquor Control Commission license?

5. **CERTIFICATION AND SIGNATURE:** I understand and agree on behalf of the sponsoring organization that:

- a. A certificate of insurance must be provided which names the City of Lapeer as an additional named insured party on the policy. (See the Rules and Regulations for insurance requirements)
- b. Event sponsors and participants will be required to sign Indemnification Agreement forms.
- c. If the event includes solicitation by workers standing in street intersections, the required safety requirements and use of traffic cones will be maintained at all times in accordance with the City's general policies and practices. The City does not recommend standing in the street or making any solicitations from the street.
- d. All food vendors must be approved by the Lapeer County Health Department, and each food and/or other vendor must provide the City with a certificate of insurance in an amount approved by the City which names the City of Lapeer as an additional named insured party on the policy.
- e. The approval of this special event may include additional requirements and/or limitations, based on the City's review of this application, in accordance with the City's Special Events Ordinance and Regulations. The event will be operated in conformance with the Written Confirmation of Approval.
- f. The sponsoring organization will provide a security deposit for the estimated fees as may be required by the City of Lapeer and will promptly pay any billing for City services which may be rendered.

As the authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with City's Special Events Ordinance and Regulations, the terms of the Written Confirmation of Approval, and all other City requirements, ordinances and other laws which may apply to this Special Event.

10-23-25
Date


Signature of Sponsoring Organization's Agent

SUBMIT THIS APPLICATION at least **45** calendar days before the first day of the event to the City of Lapeer, City Clerk's Office, 576 Liberty Park, Lapeer MI 48446.

Be sure to include the following with the application:

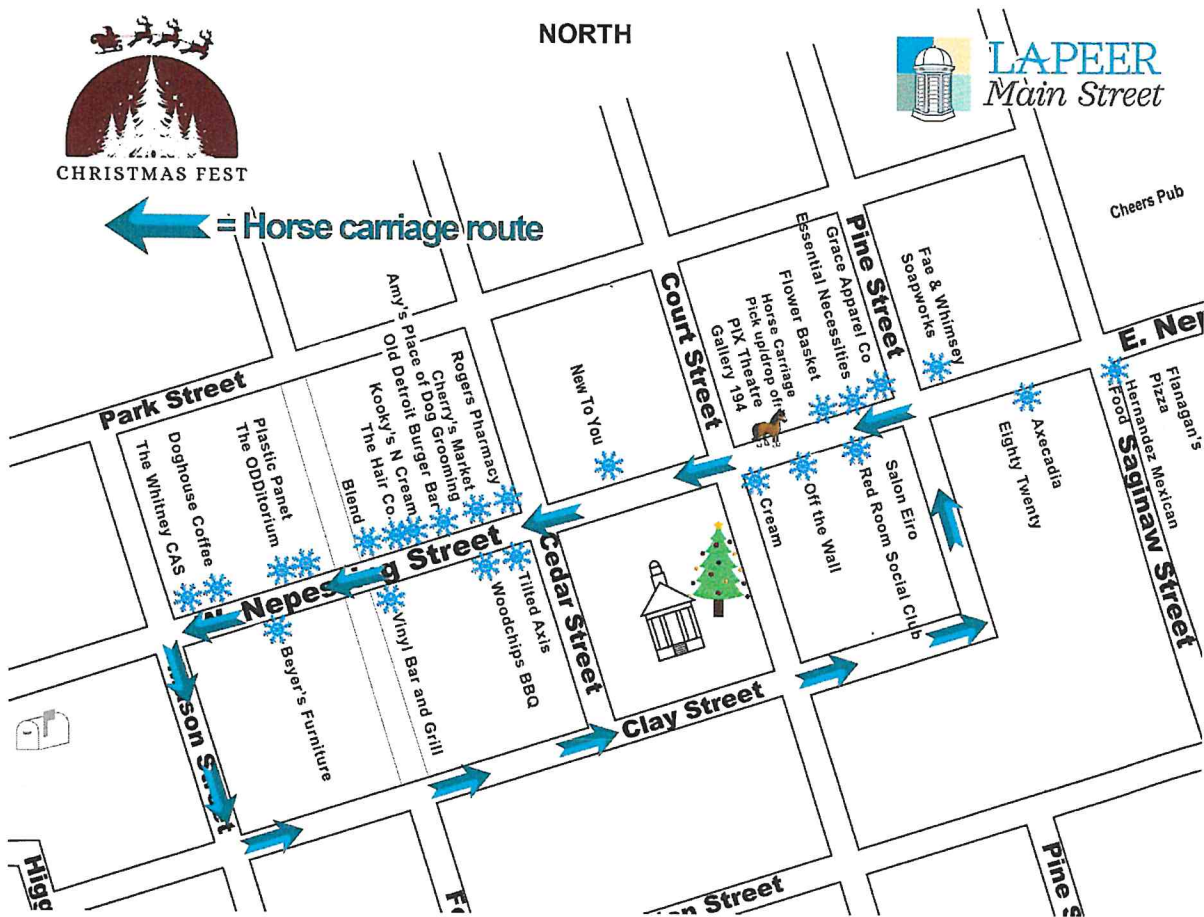
- | | |
|--------------------------|---|
| ☐ | Complete Signed Application. |
| ☐ | Park Reservation (as needed). |
| ☐ | Certificate of Insurance - Naming City of Lapeer as additionally insured. |
| ☐ | Event Map. |
| ☐ | If Non-Profit provide proof of IRS 501c(3) status. |



NORTH



← Horse carriage route





ITEM D-1

To: Mayor and City Commission
From: Kelly Hanna, Director of Financial Services
Date: November 17, 2025
RE: Bill Listing – October 29, 2025 – November 6, 2025

STAFF RECOMMENDATION

Approve the bill listing as presented.

CURRENT OR NEW INFORMATION

I, Kelly Hanna, Director of Financial Services, have reviewed the bills for October 29, 2025, through November 6, 2025, in the total amount of **\$685,506.28** and find them to be proper charges.

AGENDA ITEM REVIEW

Meeting Date:	November 17, 2025	Date Reviewed:	November 6, 2025
Consent:			
Administrative:	X	Reviewed By:	Clerk's Office
Public Hearing:			

CHECK REGISTER FOR THE CITY OF LAPEER
CHECK DATE FROM 10/29/2025 - 11/06/2025

Check Date	Check	Vendor Name	Amount
11/06/2025	3423(A)	GREAT LAKES WATER AUTHORITY	162,199.13
11/06/2025	3436(A)	SOLBERG, KNOWLES AND ASSOCIATES	101,196.10
11/06/2025	599501	JOHNSON & WOOD L.L.C	83,241.00
11/06/2025	3443(E)	BLUE CROSS & BLUE SHIELD OF MI	76,896.59
11/06/2025	3416(A)	D & D EXCAVATING OF LAPEER LLC	49,250.00
11/06/2025	599507	LUNGHAMER FORD OF OWOSSO LLC	46,522.00
11/06/2025	599516	STATE OF MICHIGAN	25,513.51
11/06/2025	599488	BS & A SOFTWARE	16,401.00
11/06/2025	599502	KEMIRA WATER SOLUTIONS	11,382.80
11/06/2025	3441(A)	THOMPSON PHELAN GROUP, INC.	10,055.00
11/06/2025	3434(A)	ROWE INC	8,493.75
11/06/2025	3411(A)	ABM COMMERCIAL CLEANING	7,580.00
11/06/2025	3422(A)	FLETCHER FEALKO SHOUDY & FRANCIS PC	6,219.65
11/06/2025	3444(E)	CONSUMERS ENERGY	6,127.67
11/06/2025	599504	LAPEER CO TREASURER	4,493.63
11/06/2025	599517	STATE OF MICHIGAN	4,221.91
11/06/2025	3427(A)	L.E.O.R.T.C	4,192.00
11/06/2025	3414(A)	CORRIGAN OIL II, INC.	4,140.52
11/06/2025	599510	MICHIGAN CONSTRUCTION COMPANY	3,320.91
11/06/2025	599505	LAPEER CO TREASURER	3,257.50
11/06/2025	599506	LERETA Attn: Central Refunds	2,253.38
11/06/2025	599523	WEBUILDFUN, INC.	2,204.13
11/06/2025	3424(A)	HYDRO CORP	2,128.00
11/06/2025	3432(A)	PARAGON LABORATORIES, INC.	2,123.00
11/06/2025	3437(A)	SPICER GROUP	2,093.00
11/06/2025	599518	T. P. ISRAEL CO INC	2,040.00
11/06/2025	3429(A)	MICHIGAN MUNICIPAL LEAGUE	2,000.00
11/06/2025	3442(A)	VECTOR TECH GROUP	1,995.00
11/06/2025	3431(A)	PACE SYSTEMS, INC.	1,945.00
11/06/2025	599487	ACE-SAGINAW PAVING CO.	1,929.24
11/06/2025	3428(A)	MAUK, JODI	1,920.00
11/06/2025	3435(A)	SMITH, SHANNON	1,920.00
11/06/2025	3412(A)	APOLLO FIRE APPARATUS SALES/SERVICE	1,764.77
11/06/2025	599490	CRAIG'S SIGNS	1,690.00
11/06/2025	599497	FERGUSON US HOLDINGS, INC	1,547.69
11/06/2025	3445(E)	METROPOLITAN LIFE INSURANCE COMPANY	1,522.68
11/06/2025	3438(A)	STEPPIN' OUT	1,495.28
11/06/2025	3420(A)	EXTRACTOR CORPORATION	1,445.00
11/06/2025	599489	CORELOGIC, INC.	1,348.32
11/06/2025	3417(A)	D & K TRUCK COMPANY INC.	1,157.09
11/06/2025	599522	VERIZON WIRELESS	1,077.32
11/06/2025	3440(A)	TAYLOR, SARAH	1,062.50
11/06/2025	599508	MARCO TECHNOLOGIES, LLC	1,028.97
11/06/2025	599498	GRIGGS QUADERER INC.	1,000.00
11/06/2025	3430(A)	NORTH CENTRAL LABS	783.64

11/06/2025	3413(A)	BARCO PRODUCTS, LLC	666.97
11/06/2025	599519	THE ROSSOW GROUP	615.00
11/06/2025	599509	MGS ELECTRIC INC.	600.00
11/06/2025	3419(A)	EUROFINS ENVIRONMENT TESTING	595.00
11/06/2025	599512	PRINTING SYSTEMS	585.91
11/06/2025	599511	PINE TREE HEATING & AIR	554.00
11/06/2025	3433(A)	RICK RHEIN DISPOSAL	510.88
11/06/2025	599503	LABELLE COMPANIES	500.00
11/06/2025	599499	HIGHSTREET INS. SERV. GR LAKES, INC	485.00
11/06/2025	599520	TRW LANDSCAPES LLC	438.00
11/06/2025	599493	DELYNN'S DESIGNS, INC	425.00
11/06/2025	599496	FENTON MEMORIALS & VAULTS, INC.	419.00
11/06/2025	599524	ZIELINSKI, MICHAEL	400.00
11/06/2025	599492	DELUXE SMALL BUSINESS SALES, INC.	374.87
11/06/2025	599521	UNIFIRST CORPORATION	329.09
11/06/2025	599494	ECKER MECHANICAL CONTRACTORS, INC	300.00
11/06/2025	599500	JAY'S SEPTIC	300.00
11/06/2025	3426(A)	K & R TRUCK SALES, INC.	217.50
11/06/2025	3418(A)	DIRECT FITNESS SOLUTIONS, LLC	175.00
11/06/2025	3421(A)	FASTENAL COMPANY	133.70
11/06/2025	3425(A)	HYDRO-CHEM SYSTEMS, INC	111.98
11/06/2025	599491	DANJO CONSTRUCTION LLC	100.00
11/06/2025	599495	ELIEFF BROTHERS ROOFING	100.00
11/06/2025	599513	RENEWAL BY ANDERSEN	100.00
11/06/2025	599515	STATE BUILDING COMPANY	100.00
11/06/2025	3439(A)	SZOTT FORD	85.78
11/06/2025	3415(A)	CRUISERS, INC	69.60
11/06/2025	599514	SANCHEZ, ROMONA	35.32
TOTAL			<u><u>\$685,506.28</u></u>

To: Mike Womack, City Manager
From: Jeremy Howe, Chief of Police
Date: November 10, 2025
RE: Special Event – Friday Night Bikes 2026

STAFF RECOMMENDATION

Approve the event. Insurance required

CURRENT OR NEW INFORMATION

We have received a Special Event Application from Norm Barbieri (Steel Patriots) to hold an event titled: “Friday Night Bikes”. This event is scheduled to be held nearly every Friday night during the summer months beginning May 29th and ending August 28, 2026. There will be no scheduled events on July 3rd or August 21st of 2026. The event operation will be from 5:00PM to 10:00PM. This event will take place on Nepessing Street, from Mason Street to Pine Street. Nepessing Street may be closed at Mason Street to Court St. Nepessing will also be closed from Court St to Pine St. Court Street and Pine Street will remain open with barricades closing Nepessing Street (see attached map). The event is expected to bring anywhere from 300 to 2,000 attendees.

There will be live music, street performers, bike shows and caricature artists with the possibility of additional acts to bring more interest to the event. There will also be street vendors and food trucks if necessary.

This event requires City resources from the DPW for barricades and cones. The event will also require picnic tables and the electricity to be turned on near the stage area. The police department will set up the barricades/cones in conjunction with any event organizers. Police presence during the event will result in overtime.

See PDF File SE Friday Night Bikes 2026.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

Previously held event in 2025.

AGENDA ITEM REVIEW

Meeting Date: November 17, 2025

Date Reviewed: November 12, 2025

Consent: X

Administrative:

Reviewed By: Clerk’s Office

Public Hearing:

RECEIVED

SEP 17 2025

CITY MANAGER



THE CITY OF
LAPEER
MICHIGAN

City of Lapeer SPECIAL EVENT APPLICATION (SEA)

DIRECTIONS: Complete this application per the City of Lapeer Special Events Ordinance (Ch.52 Special Event) and the Rules and Regulations and return it to the either Parks & Rec Department (for events at a City Park) or the City Clerk's Office at a minimum of 45 calendar days before the starting date of the event.

If you request an event in a CITY PARK, YOU MUST SUBMIT YOUR PARK RESERVATION WITH YOUR APPLICATION. All Special Event Applications should be submitted directly to the City Clerk's Office, 576 Liberty Park, Lapeer, MI, 48446 or it can be emailed to clerk@ci.lapeer.mi.us.

Sponsoring Organization
(Legal Name)

Steel Patriots M/C Inc.

Phone #

810 441 9147

Address

5276 Augusta Court
Metamora MI 48453

Organization Event
Coordinator/Contact

NORM BARBIERI

Phone #

248-431-3003

Event Coordinator/
Contact Address

1550 Dakota Ct Oxford MI 48371

Coordinator/Contact Email

Nbarbieri@sbglobal.net

Event Name

Friday Night Bikes

Purpose of Event

A community focused event to bring together riders & residents to support a greater cause. Held on Friday evenings. See Attached

Have you
reserved your
park/pavilion?

Yes / No

Event Location

Downtown Lapeer
See Attached

*If yes, provide copy of reservation form with this application, if no and planning a park event, reservations need to be made.**

Date of Event

2026, MAY 29, June 5, 12, 19 & 26
July 10, 17, 24, 31 & Aug 7, 14 & 31st

Event Time

5 pm - 10 pm

of Event

Organizational Team

10

of Expected
Attendees:

300 - 2,000

Describe the activities

taking place at your event:

See Attached

Please check what will be part of your event:

☒

Music**

☐

Animals**
(such as a petting zoo)
Wedding

☐

Selling of food*

Selling of drinks*

☐

Posted Signage of
Event*
Liquor/Beer or Wine*

**Please list here what type of music (DJ/Band/Individual singers, etc.) and/or list animals: horn bands,
A Food Truck or two on the side street.

*See Rules and Regulations

Please check what you request the City to supply:

FOR OFFICE USE ONLY:

SPECIAL EVENT REVIEW COMMITTEE APPROVALS

☐ City Manager	☐ Police Chief
☐ Fire Chief	☐ DPW Director
☐ Parks & Rec Director	

Picnic Tables Qty:	Electricity Turned on/off	Other:
Trash Containers Qty:	Road Crossing Guards Qty:	
Road Closures List:		

Please attach a letter indicating all requests of City services if something other than above.

Please check what type of event is this:

A description of the type of event can be found on page 4, B.1-5.

City Operated Event	☒	Other Non-Profit Event	☐	Political or Ballot Issue Event
Co-Sponsored Event	☐	Other For-Profit Event	☐	

INDEMNIFICATION AGREEMENT

The Steel Patriots agree(s) to defend, indemnify, and hold harmless the City of Lapeer, Michigan, its officers, employees and agents, from and against any claim, demand, suit, loss, cost or expense, or any damage, which may be asserted, claimed or recovered against or from the City of Lapeer, its officers employees agents, by reason of any damage to property, bodily injury or death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with or related to the special event.

Signature: [Signature] Date: 9/16/25

Witness: [Signature] Date: 9/16/25

1. **ANNUAL EVENT:** Is this event expected to occur next year? (YES) [No]

If yes, you may reserve a date for next year with this application. To reserve dates for next year, please provide the following information:

Normal Event Schedule

(e.g., third weekend in July): Friday Nights Memorial Day through week After Labor Day - weekend of the 4th of July & Labor Days

2. **AN EVENT MAP [IS] [IS NOT]** attached. If your event will use streets and/or sidewalks (for a parade, run, etc.), or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. Also, show streets or parking lots that you are requesting to be blocked off. **Crossing Guards are required if crossing any roads.**

3. **FREE PARKING:** Are you requesting free parking (see the Rules and Regulations)?
[YES] [NO]

If yes, list the lots or locations where free parking is requested:

4. **Alcoholic Beverages:** Will they be served? [YES] ~~[NO]~~
Who holds the Liquor Control Commission license?
-

5. **CERTIFICATION AND SIGNATURE:** I understand and agree on behalf of the sponsoring organization that:
- a. A certificate of insurance must be provided which names the City of Lapeer as an additional named insured party on the policy. (See the Rules and Regulations for insurance requirements)
 - b. Event sponsors and participants will be required to sign Indemnification Agreement forms.
 - c. If the event includes solicitation by workers standing in street intersections, the required safety requirements and use of traffic cones will be maintained at all times in accordance with the City's general policies and practices. The City does not recommend standing in the street or making any solicitations from the street.
 - d. All food vendors must be approved by the Lapeer County Health Department, and each food and/or other vendor must provide the City with a certificate of insurance in an amount approved by the City which names the City of Lapeer as an additional named insured party on the policy.
 - e. The approval of this special event may include additional requirements and/or limitations, based on the City's review of this application, in accordance with the City's Special Events Ordinance and Regulations. The event will be operated in conformance with the Written Confirmation of Approval.
 - f. The sponsoring organization will provide a security deposit for the estimated fees as may be required by the City of Lapeer and will promptly pay any billing for City services which may be rendered.

As the authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with City's Special Events Ordinance and Regulations, the terms of the Written Confirmation of Approval, and all other City requirements, ordinances and other laws which may apply to this Special Event.

9/16/25

Date


Signature of Sponsoring Organization's Agent

SUBMIT THIS APPLICATION at least 45 calendar days before the first day of the event to the City of Lapeer, City Clerk's Office, 576 Liberty Park, Lapeer MI 48446.

Be sure to include the following with the application:

- ☐ Complete Signed Application.
- ☐ Park Reservation (as needed).
- ☐ Certificate of Insurance –Naming City of Lapeer as additionally insured.
- ☐ Event Map.
- ☐ If Non-Profit provide proof of IRS 501c(3) status.



STREET-GRUB SHOWDOWN



THROUGHOUT FRIDAY NIGHT BIKE SEASON

**TASTE EVERY RESTAURANT'S"
STREET-GRUB SHOWDOWN ENTRY**

VOTING DAY: AUGUST 14

**WINNER ANNOUNCED & TROPHY AWARDED:
AUGUST 31**

RESTAURANTS

You're encouraged to add a special
Friday Night "Street-Grub" item
to your menu

SUPPORTERS

Seven days a week, visit
participating restaurants
to try their Street-Grub creation
and cast your vote for Lapeer's Top Dish!



Login

STEEL PATRIOTS M/C INC.

Matched Names: STEEL PATRIOTS M/C



Entity Name	STEEL PATRIOTS M/C INC.
Prior Names	WILD PIGS M/C OAKLAND INC
Identification #	802299726
Jurisdiction	Michigan
Entity Type	Domestic Nonprofit Corporation
Entity Status	Active
AR Standing	Good
AR Due Date	10/01/2026
Initial Filing Date	03/18/2019
Last Report with Officers and Directors	2025
Resident Agent Name	MARK SOFFIN
Registered Office Street Address	5276 AUGUSTA COURT, METAMORA, MI 48455- 8700
President Name & Address	JIM BOSTICK 1740 DUTTON, ROCHESTER HILLS, MI 48306-0000
Secretary Name & Address	BARBARA SOFFIN 5276 AUGUSTA COURT, METAMORA, MI 48455
Treasurer Name & Address	MARK SOFFIN 5276 AUGUSTA COURT, METAMORA, MI 48455
Directors Names & Addresses	JOHN FARRELL 5345 GUYETTER, CLARKSTON, MI 48346 NORMAN BARBIERI 1740 DUTTON ROAD, ROCHESTER HILLS, MI 48306-2322 RANDY BALLARD 663 VANDERPOOL, TROY, MI 48083 JEREMY HERFERT 562 GRAND LEGACY, LAPEER, MI 48446



Gold hovers near rec...



12:37 PM
9/15/2025



Purpose of Friday Night Bikes

Friday Night Bikes is more than just a motorcycle gathering—it's a community-driven event that combines the excitement of riding with the mission of giving back. Held on Friday evenings, it unites bikers, families, and local businesses to raise funds and awareness for local nonprofits, creating lasting impact beyond the road.

1. Unite the Motorcycle Community

Friday Night Bikes provides a welcoming space for riders of all experience levels to connect, ride, and celebrate their shared passion. It fosters camaraderie, pride, and inclusivity within the motorcycle culture.

2. Support Local Nonprofits

At its core, the event is about service. In 2025 alone, Friday Night Bikes raised **over \$40,000**, all of which was donated or invested back into the community. Beneficiaries included organizations such as **Lapeer Area Citizens Against Domestic Violence, Lapeer Animal Shelter, Holiday Depot, The Pink Fund, Lapeer Young Marines, Autism Awareness programs, Lapeer Harley Owners Group, and local school sports boosters**. Through motorcycle show registrations, raffles, donations, vendors, and sponsorships, the event continues to directly strengthen the communities where riders live and ride.

3. Engage the Wider Community

Friday Night Bikes goes beyond motorcycles, inviting families, neighbors, and local businesses to join the fun. Each night features **live music from local bands**, along with food trucks, raffles, and activities—creating a lively and welcoming atmosphere for everyone.

A highlight of 2025 was the **Christmas in July event**, where **12 bicycles were gifted to local children**, and the night featured a special performance by **The 3rd Degree Burns Band**.

4. Celebrate Motorcycle Culture with Purpose

While bikes remain the centerpiece, the event highlights the deeper power of the motorcycle community—using its passion and solidarity to create meaningful, positive change.

Proposed Event Nights (these may need to change)

May 29 – Blessing of the Bikes, live band, food truck, 50/50 for Steel Patriots

June 5 – Military Honor Night, Fly Over, Military Honor Guard, Live Band, Food Truck, 50/50 for Lapeer Young Marines

June 12 – Ladies Night, live band, food truck, 50/50 for LACADA

June 19 – Kickstands for K9's, live band, food truck, 50/50 for Lapeer Co Animal Shelter

June 25 – Bike Show Night, live band, food truck, 50/50 for Local Sports Booster

July 10 – Christmas in July, bicycle give-a-way, live band, food truck, 50/50 for Holiday Depot

July 17 – Breast Cancer Awareness - live band, food truck, 50/50 for Jordan Smith Foundation

July 24 – Autism Awareness - live band, food truck, 50/50 for Regina Starr's Non-Profit of Choice

July 31 – Vintage Bike Night - live band, food truck, 50/50 for AM-Vets of Lapeer

Aug 7 – Lighted Bike Show - live band, food truck, 50/50 for Lapeer's HOG Chapter

Aug 14 – "Street-Grub Showdown" – Trophy for the Restaurant that offers the best burgers downtown - live band, food truck, 50/50 for Lapeer's VFW Post

Aug 31st – First Responder Appreciation (PTSD Awareness) – Local FD, PD and Ambulance Apparatus Show/recruitment event, Trophy for Best looking vehicle, live band, food truck, 50/50 for Steel Patriots PTSD Awareness Cause

"The Street Guide" will be produced again with the assistance of Blue Water Printing and The County Press.

Street-Grub Showdown

Throughout Friday Night Bike Season, attendees are invited to taste every restaurant's **Street-Grub Showdown entry**.

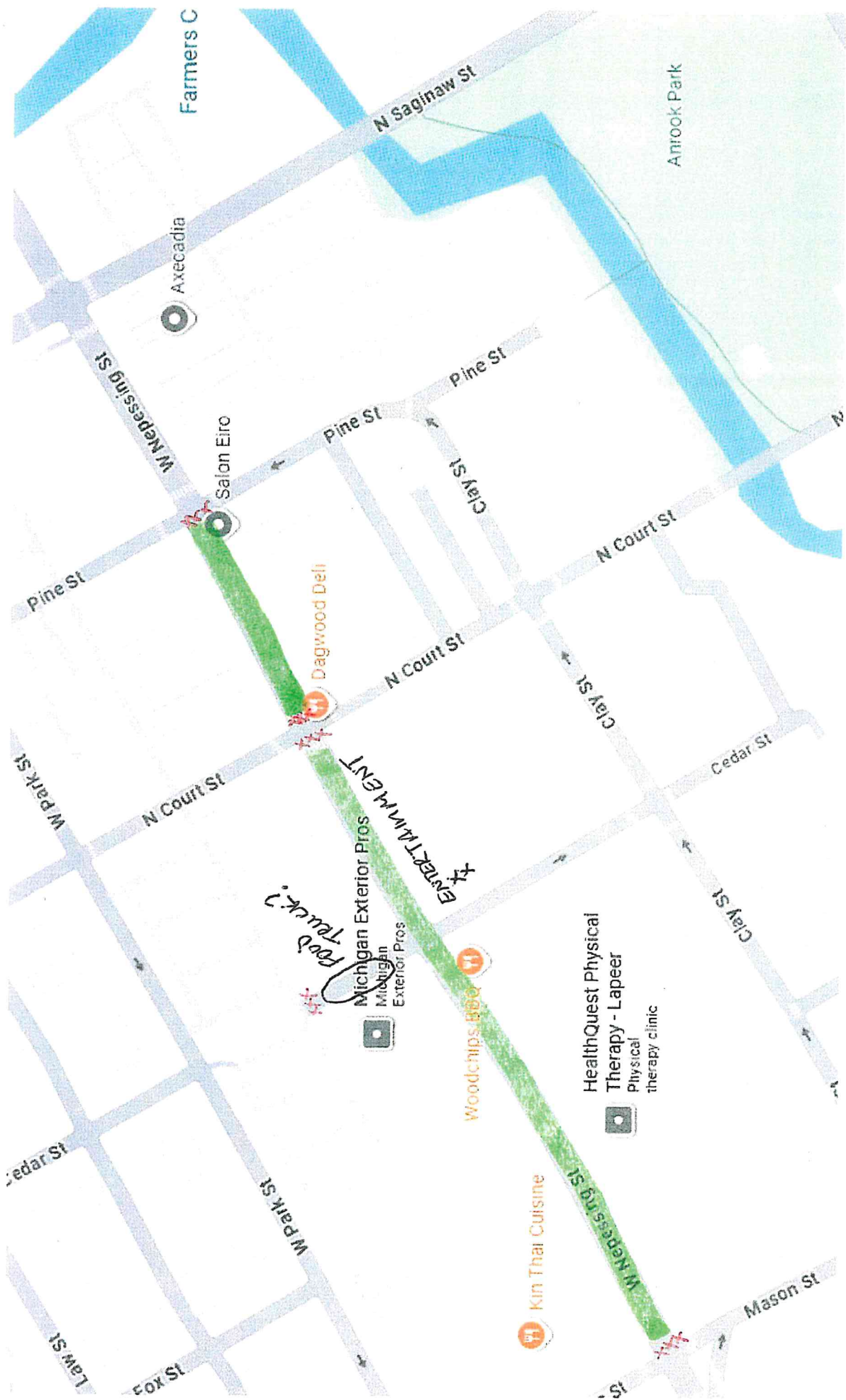
- **Voting Day:** August 14
- **Winner Announced & Trophy Awarded:** August 31

Restaurants:

You're encouraged to add a special **Friday Night "Street-Grub"** item to your menu.

Supporters:

Seven days a week, visit participating restaurants to try their Street-Grub creation and cast your vote on August 14th for **Lapeer's Top Dish!**



EVENT LOCATION

XXX BARRICADE



CERTIFICATE OF LIABILITY INSURANCE

Fax: (810)664-2610

DATE (MM/DD/YYYY)

09/16/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Joy Lumley
The Lapeer Agency	PHONE (A/C, No, Ext): (810)664-2966
145 E. Nepessing St	FAX (A/C, No): (810)664-1102
Lapeer, MI 48446	E-MAIL ADDRESS: joy@lapeeragency.com
	INSURER(S) AFFORDING COVERAGE
	INSURER A: West Bend Mutual Ins. Co. NAIC # 15350
	INSURER B: West Bend Mutual Ins. Co.
	INSURER C:
	INSURER D:
	INSURER E:
	INSURER F:

COVERAGES CERTIFICATE NUMBER: 00017536-0 REVISION NUMBER: 2

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY CLAIMS-MADE ☒ OCCUR	Y	B633179	04/01/2025	04/01/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ Excluded PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC OTHER:					
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRE AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☒ UMBRELLA LIAB EXCESS LIAB ☐ CLAIMS-MADE		B633179	04/01/2025	04/01/2026	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
	DED ☐ RETENTION \$ 0					
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☐ N/A				PER STATUTE E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Directors & Officers		B633193	04/01/2025	04/01/2026	Occurrence 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Non-profit motorcycle club

City of Lapeer is an additional insured with respect to the General Liability policy as per a written contract.

CERTIFICATE HOLDER

City of Lapeer
576 Liberty St
Lapeer, MI 48446

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

(JOY)

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2025 Friday Night Bike Financial Supporters

3-D Carpentry	J&T Electrical
Adam & Eve	Jays Septic Service
Arnolds Auto Wash	Kapala Heating and Air Conditioning
Avery's Auto Group	Kriss Klaus Primerica
Beckwith Auto Body	Lapeer Elite Linings
Beyers Furniture	Lapeer Wine & Spirits
Billy Kirsammer Builder	LeClair, Geri and John
Blend Frozen Yogurt	Mayfield Autobody
Buckwild Saloon	Metamora Water Service
Chase Burda Racing	Michelle and Co
Cheers Bar	Milnes Ford
Choice One	NPL Home Loans
Clark Gas Station (Ivan)	Paul Coulter Reality
Collins Heavy Hauling	Paula Smith Michigan Farm Bureau
Country Market	PAULS collision
Crank Cycle	Pefect Peace Memorials
Curt Carter	Pine Tree Heating
Dependable Fork Lift	Premier Outdoor Maintenance
Detroit Burger Bar	Quantum Machining
DT Fowler	Ray C's HD & Extreme Cycle
Dupont Roofing	RNT Earthworks
E & L Towing & Repair	Robs Service
Eagles	Rogers Pharmacy
Efficient Foam Insulation	Schlaud Trucking
EG Nicks	Thai Zaab
ELGA	The Motorcycle Lawyer
Eves Tech	Thomas Lamagna Enterprises
EXP Accounting & Tax Service	Tilted Axis
Express Auto Graphics	Triple J Transport
Finish Line Auto Sales	True Built Home Pros
Flights and Heights	VFW LAPEER
Friendly Automotive	Viers Auto Plaza
Hale Flooring and Design	Villa Milano
Health Quest	Vincent's Powerwashing
hitch-n-post	Warren Systems
Home Md Housecall Services	White Feather Farms



ITEM G-2

Meeting Date:	November 17, 2025
Department:	Planning Department
Requestor:	Ben Keller, City Planning Consultant
Agenda Item:	Zoning Ordinance Text Amendments – Articles 7-13, 7-15, 7-16 & 7-17

RECOMMENDATION *(motion)*:

Introduce the text amendments to Zoning Ordinance Articles 7-13, 7-15, 7-16 and 7-17 as proposed.

AGENDA ITEM INFORMATION:

Over the last year or so, ROWE planning consultants have kept a running list of text amendments to work through with the Planning Commission. This list was developed based on ordinance pitfalls identified in practice of applying and working with the ordinance over the last several years. Rather than holding individual Public Hearings for each amendment, staff and the Planning Commission agreed to work through the entire list of amendments to different articles and then package those amendments up into one Public Hearing at the October Planning Commission Meeting. At this meeting, the Planning Commission voted to send these amendments to the City Commission with the recommendation they be approved. Below is a list of each topic amended, and the changes associated with each.

- Article 7-13.01(F)(2). Apartments on the first floor (only permitted in CBD-1. Apartments on the first floor are allowed in all multi-family districts. This use of land is specific to the CBD-1 district). Increased the allowable floor area for apartments on the first floor in the CBD-1 district from 25% to 50%. This change is supported by Jim Alt.
- Article 7-15.01. Building appearance. Added in three tables in an effort to simplify this section. The new tables clearly illustrate what is permitted vs what is not permitted for building architectural features, building materials, and building colors. Very little policy additions or subtractions with these tables, just a new way to demonstrate these requirements.
- Article 7-15.02. Landscaping. Overlapping landscaping requirements and landscaping waivers. Attempt to decrease the amount of site landscaping required for new construction in the city while maintaining the intent of the section. Currently, we find that unnecessarily high quantities of landscaping are required for new builds, if all of the landscaping requirements are satisfied individually.
 - New tree removal and replacement ratio. Attempt to simplify an unnecessarily confusing section. No real policy changes with this amendment.
- Article 7-15.06. Waste receptacles. Multi-tenant properties. Allow multi-tenant properties a clear process to share waste receptacles when feasible.
 - Waste receptacle and enclosure maintenance. Create a provision to require neat and orderly waste receptacles and enclosures, free of loose debris.
- Article 7-15.07. Mechanical Equipment. Added a specific provision for roof-mounted equipment screening when visible from the right-of-way or residentially used property.

- Article 7-16.01. Parking, general provisions. Added an option for parking requirement waivers when two compliance points are satisfied. Additionally, relocated the parking deferment section providing applicants two clear avenues to decrease parking requirements when feasible.
- Article 7-16.05(F). Parking space design. Minor new language that states when full parking lot is resurfaced, zoning ordinance compliance is required. If there is no re-surfacing, parking lots may be maintained in non-conformance. (Example: Single line striping. If there is faded striping, we will allow parking lots to be maintained as single line striping. However, If a new seal coat goes down on a parking lot, double line striping, and full compliance with applicable zoning ordinance provisions, would be required.)
- Article 7-17.03(C). Temporary signs, damaged signs. Minor addition to this section requiring all temporary signs to be properly maintained, changing from Building Official as the enforcer for these provisions to authorized City Official (which could include the Building Official. Planning Commission wanted more flexibility with this enforcement)
- Table 7.13.3. Wall Signs, Maximum Area. Made two small changes to the wall sign maximum area allowed section that should allow applicants slightly more wall signage while still maintaining the intent of the original provision.
 - Article 7-17.06(A)(4). Wall signs. Allow for increased wall sign areas when buildings are further set back from the road or when building front face is abnormally large.
- Table 7.13.3. Monument Signs, Maximum Area. Increased the allowable size and height for monument signs in the City. With the City no longer allowing new pole signs, the Planning Commission thought it would be a business-friendly step to allow for larger monument signs.
- Table 7.17.3. Window Signs and Projecting Signs. Increased the maximum area allowed. Hopeful to see more projecting signs in Downtown and allow for businesses to have more advertising space in their windows, while keeping all entry doors clear for public safety.
 - Article 7-17.06(D)(6). Projecting signs, materials allowed. Specified required materials to be utilized for projecting signs.

The proposed amendments as recommended by the Planning Commission are attached to this memo. Please contact the Planning Department with any questions or concerns.

Budgeted Amount:	N/A	Funds Requested:	N/A
Funding Source:		CIP Project #:	
		Budget Amendment Needed:	
# of Bids/Quotes Obtained:		Budget Amendment Attached:	
Explanation:			

Ordinance No. 2025-04

At a regular meeting of the Lapeer City Commission on Monday, November 17, 2025, at 6:30 p.m. in the Lapeer City Commission Chambers of Lapeer City Hall, 576 Liberty Park, Lapeer, Michigan, Commissioner _____ introduced the following amendments to Chapter 7 (Zoning) of the General Ordinances of the City of Lapeer.

Pursuant to Public Act 279 of 1909, MCL 117.3 a summary of the regulatory effect of the ordinance is published below. A copy of the full text of the ordinance may be inspected or obtained at the office of the City Clerk, Lapeer City Hall, 576 Liberty Park, Lapeer, MI 48446 between the hours of 7:30 a.m. and 5:30 p.m., Monday through Thursday.

THE CITY OF LAPEER ORDAINS:

Summary of Changes to Chapter 7 (Zoning Ordinance):

The proposed amendments modify Section 7.13 Use Requirements, 7.15 General Site Development Requirements, 7.16 Parking, Loading, Access and Circulation Requirements, and 7.17 Signs.

A copy of the draft language is available at City Hall located at 576 Liberty Park for public review. City Hall is open Monday through Thursday 7:30 am to 5:30 pm.

Introduced:
Adopted:
Effective:

Published:
Published:

Ordinance Effective Date: After adoption, ordinance shall take effect 7 days after publication, unless given immediate effect by City Commission.

- (g) Smoking policy to include identification of areas where smoking is to be permitted on the site.
- (h) A written fire safety and emergency escape plan.
- (13) Operators shall keep a list to account for all persons staying at the facility, and the register shall be available for inspection by City Public Safety, Housing, Building or Health Officials at any time.
- E. Apartments above business establishments. The minimum floor area for apartment units shall be the same as shown in Table 7.04.3. **[Added 12-19-2022]**
- F. Apartments on the first floor: **[Added 12-19-2022]**
 - (1) The minimum floor area for apartment units shall be the same as shown in Table 7.04.3.
 - (2) The apartments shall not exceed ~~25%~~ 50% of the total gross floor area on the first floor.
 - (3) The apartment shall be located in the rear part of the building where apartment's entrance or unit windows shall not be visible from the front lot line.

§ 7-13.02. Animal and agriculture uses.

- A. Commercial kennels:
 - (1) Shall not abut any area zoned for residential purposes.
 - (2) Are subject further to all health standards of the City.
- B. Farms. Farms on those parcels of land separately owned outside the boundaries of either a proprietary or assessor's plat are subject to the health and sanitation provisions of the City of Lapeer, and shall be further subject to the following:
 - (1) Property shall be used for agriculture or horticulture for commercial, hobby or personal purposes, including but not limited to: greenhouses, nurseries, orchards, chicken hatcheries, poultry farms and apiaries.
 - (2) Buildings, structures, or yard areas used for the keeping of animals shall be located not less than 100 feet from a property line.
 - (3) No farms shall be operated as garbage-fed piggeries, or for the disposal of garbage, sewage, rubbish, offal or rendering plants, or for the slaughtering of animals, except such animals as have been raised on the premises or have been maintained on the premises for at least a period of one year immediately prior thereto and for the use and consumption by persons residing on the premises.
 - (4) Establishments keeping or operating fur-bearing animals, public riding, or boarding stables or commercial dog kennels, shall not be considered a farm under this chapter unless combined with bona fide farm operations on the same continuous tract of land.
 - (5) None of the provisions of this chapter is intended to conflict with those rights protected under the Michigan Right to Farm Act, MCLA § 286.471 et seq.

ARTICLE XV
General Site Development Requirements

§ 7-15.01. Building appearance.

- A. Intent. The purpose of this section is to provide a set of exterior building wall material standards, the intent of which is to enhance the visual environment of the City. Furthermore, the review of exterior building wall design and the consistent administration of standards can help to maintain the City's sense of place by encouraging consistent quality and character when structures are built or redeveloped. All development shall utilize quality architecture to ensure that a building protects the investment of adjacent landowners, blends harmoniously into the streetscape, and maintains a positive image for the City's various multifamily developments, business areas and commercial shopping districts.
- B. Applicability.
- (1) This section shall apply to the exterior building walls of all construction, except one-family detached and two-family residential structures and their associated accessory buildings.
 - (2) Architecture shall be reviewed by the Planning Commission as a part of site plan review under the requirements of this section.
 - (3) Where additions or remodeling of existing buildings is proposed, the following standards shall apply:
 - (a) Where a new wall material is proposed for an existing building wall, only that portion of the building being altered shall be subject to the standards of this section. However, in considering the proposed alteration, the Planning Commission may modify the material requirements of the section so it will be consistent with the architecture of the entire building.
 - (b) Where an addition is proposed to an existing building, the Planning Commission may allow the use of existing wall materials for the addition provided that the design of the alteration is compatible with the existing building wall design during a full site plan review. The Planning Department in the case of an administrative review may modify the material requirements of the section so it will be consistent with the architecture of the entire building and may allow the use of existing wall materials for the addition, provided that the design of the alteration is compatible with the existing building wall design. **[Amended 12-19-2022]**
- C. Exterior building design.
- (1) Buildings shall possess architectural variety, but enhance the overall cohesive community character. ~~All commercial and office buildings should provide architectural features, details, and ornaments such as archways, colonnades, recesses, projections, wall insets, arcades, window display areas, peaked roof lines, decorative cornices or towers.~~
 - (2) Building walls and roofs over 50 feet in length shall be broken up with varying building

lines, windows, gables, and/or architectural accents such as pilasters, columns, dormers, and awnings.

- (3) Window area shall make up at least 20% of the exterior wall area facing the principal street(s) from which access is gained. Bars shall not be put over windows and doors that are visible from the street.
- (4) Overhead doors shall not face a ~~public street or~~ residential district. The Planning Commission or Building Official can modify this requirement upon a determination that there is no reasonable alternative and the visual impact will be moderated through use of building materials, architectural features and landscaping beyond that required in § 7-15.02. **[Amended 6-25-2015]**
- (5) Additions to existing buildings must complement the current building design with regard to height, proportions, scale, materials, and rhythm of openings. **[Amended 6-25-2015]**

D. Building Architectural Features Standards

(1) General Architectural Standards

- (a) Window. Window glazing surfaces cannot be flush with the façade plane. Windows shall be recessed a minimum of 3-inches or defined by a projecting, defined sill, lintel, and trim.
- (b) Utilities. HVAC, dryer ventilation areas, and utility boxes located on the building must be screened and the same color as the façade material. This includes any rooftop mechanical equipment visible from the right of-way or a residential use/district.
- (c) Balconies. The balcony support structure shall be integrated with the building façade; separate columns or posts supporting any balcony from the ground are prohibited.

- (2) Table 7-15.01. The following standards shall apply to all buildings in the City of Lapeer (Excluding single- and two-family dwellings)

<u>Table 7-15.01</u>	<u>Zoning District</u>			
<u>"P" = Permitted</u> <u>"R" = Required</u>	<u>RM-1, RM-2</u>	<u>OS-1, B-1, B-2,</u> <u>B-3</u> <u>MU, Mixed-Use</u> <u>Overlay</u>	<u>CBD-1</u>	<u>I-1, I-2</u>
<u>Arcades</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>=</u>
<u>Archways</u>	<u>R</u>	<u>R</u>	<u>R</u>	<u>R</u>
<u>Awning (gabled</u> <u>awning or straight-</u> <u>shed)</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>

<u>Table 7-15.01</u>	<u>Zoning District</u>			
<u>“P” = Permitted</u> <u>“R” = Required</u>	<u>RM-1, RM-2</u>	<u>OS-1, B-1, B-2,</u> <u>B-3</u> <u>MU, Mixed-Use</u> <u>Overlay</u>	<u>CBD-1</u>	<u>I-1, I-2</u>
<u>Columns</u> <u>(colonnades),</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
<u>Community</u> <u>amenities.</u> <u>Community</u> <u>amenities such as</u> <u>patio/seating areas,</u> <u>water features,</u> <u>artwork or sculpture,</u> <u>clock towers,</u> <u>pedestrian plazas</u> <u>with park benches,</u> <u>or other features</u> <u>located adjacent to</u> <u>the primary entrance</u> <u>to the building(s) are</u> <u>highly encouraged</u> <u>and may be</u> <u>calculated as part of</u> <u>the landscaping</u> <u>requirement</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
<u>Decorative Cornices</u>	<u>P</u>	<u>P</u>	<u>R</u>	<u>P</u>
<u>Projections</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
<u>Recesses</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
<u>Roof Line variations</u> <u>in architectural style</u> <u>are highly</u> <u>encouraged. Visible</u> <u>roof lines and roofs</u> <u>that project over the</u> <u>exterior wall of a</u> <u>building enough to</u> <u>cast a shadow on</u> <u>the ground are highly</u> <u>encouraged, with a</u> <u>minimum overhang</u> <u>of 12 inches.</u>	<u>R</u>	<u>R</u>	<u>R</u>	<u>R</u>
<u>Towers</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>

<u>Table 7-15.01</u>	<u>Zoning District</u>			
<u>"P" = Permitted</u> <u>"R" = Required</u>	<u>RM-1, RM-2</u>	<u>OS-1, B-1, B-2,</u> <u>B-3</u> <u>MU, Mixed-Use</u> <u>Overlay</u>	<u>CBD-1</u>	<u>I-1, I-2</u>
<u>Wall insets</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
<u>Window Display</u> <u>Areas</u>		<u>P</u>	<u>P</u>	

E. Building materials.

- (1) All building materials shall be durable and weather-resistant, provide an attractive, quality appearance, and must be properly maintained by the property owner or tenant at all times.
- ~~(2) The predominant building materials should be quality materials that are characteristic of Michigan such as earth-toned brick, decorative tilt-up panels, wood, native stone, and tinted/textured concrete masonry units, glass products or other similar material as determined by the Planning Commission.~~
- ~~(3) Other materials such as smooth-faced concrete block, undecorated tilt-up concrete EIFS (Exterior Insulation Finishing System) panels, or prefabricated steel panels or other similar metal siding should only be used as accents and not dominate the building exterior of the structure.~~
- ~~(4)~~(2) Metal roofs may be allowed if deemed by the Planning Department to be compatible with the overall architectural design of the building. **[Amended 12-19-2022]**
- ~~(5) In the CBD zoning district, all facades facing W. Nepessing Street must use building material similar to the neighboring historic buildings in order to allow conformity of the historic area. The predominate building material shall be wood (natural or stained or treated), brick or masonry, glass products, or other similar material as determined by the Planning Commission. **[Added 12-19-2022]**~~

G. General Building Material Standards

- (1) Primary Materials shall comprise a minimum of 75% of the first-floor façade and 50% of the façade for upper floors. See table 7-15.02.
- (2) Secondary materials comprise a maximum of 25% of the first-floor façade and 50% of the façade for upper floors. See table 7-15.02.
- (3) In addition to permitted primary and secondary materials, the planning commission may accept other materials for architectural details, accent, or trim to not exceed 10% of the façade. Example materials: glass reinforced fiber cement; molded polyurethane; glass block.
- (4) The following exterior finish materials are prohibited for all buildings, due to their environmental impact or lack of durability: plywood siding materials, sheet / corrugated metal.
- (5) Table 7-15.02, Building Material Standards. The following shall apply to all buildings (except for single-family R-1, R-2, and R-3 dwellings and duplex homes):

		<u>Zoning Districts</u>							
<u>"P" = Permitted</u>		<u>RM-1, RM-2</u>		<u>OS-1, B-1, B-2, B-3, MU – Mixed Use Overlay</u>		<u>CBD-1</u>		<u>I-1, I-2</u>	
		<u>Primary</u>	<u>Secondary</u>	<u>Primary</u>	<u>Secondary</u>	<u>Primary</u>	<u>Secondary</u>	<u>Primary</u>	<u>Secondary</u>
<u>Masonry</u>	<u>Brick (natural, glazed, painted)</u>	P	P	P	P	P	P	P	P
	<u>Stone (natural, synthetic)</u>	P	P	P	P	P	P	P	P
	<u>Terra Cotta</u>	P	P	P	P	P	P	P	P
<u>Concrete</u>	<u>Cast in Place</u>	=	=	P	P	=	=	P	P
	<u>Precast</u>	=	=	P	P	=	=	P	P
<u>Concrete Masonry Units (CMU)</u>	<u>Burnished and Split Face</u>	P	P	P	P	P	P	P	P
	<u>Tinted (dyed block) Prohibited.</u>	=	=	=	=	=	=	=	P

	<u>Zoning Districts</u>								
<u>“P” =</u> <u>Permitted</u>		<u>RM-1, RM-2</u>		<u>OS-1, B-1,</u> <u>B-2, B-3,</u> <u>MU – Mixed</u> <u>Use Overlay</u>		<u>CBD-1</u>		<u>I-1, I-2</u>	
		<u>Primary</u>	<u>Secondary</u>	<u>Primary</u>	<u>Secondary</u>	<u>Primary</u>	<u>Secondary</u>	<u>Primary</u>	<u>Secondary</u>
<u>Siding</u>	<u>Wood (natural, composite)</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	<u>Fiber Cement Board (e.g. Hardi Panel)</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>:</u>	<u>:</u>	<u>P</u>	<u>P</u>
<u>Stucco</u>	<u>Traditional Stucco (cementitious)</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>:</u>	<u>P</u>	<u>P</u>	<u>P</u>
	<u>Synthetic EIFS</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>:</u>	<u>:</u>	<u>P</u>	<u>P</u>
<u>Architectural Metal Panel</u>	<u>Insulated</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	<u>Composite</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
<u>Glass Panel</u>	<u>Panel Windows</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>

F.H. Building colors.

~~(1) The use of high intensity colors such as neon, metallic, or fluorescent for the facade or roof of the building is prohibited except as approved by the Planning Commission during full site plan review and the Planning Department during an administrative site plan review for building trim. Exterior colors shall be of low reflectance, subtle, neutral, or earth tone colors. [Amended 12-19-2022]~~

~~(2)~~(1) The use of trademark colors not meeting this requirement shall require approval by the

Planning Commission.

(2) Mechanical and service features such as gutters, ductwork, service doors, etc. that cannot be screened must be of a color that blends in with the color of the building.

(3) Building Color Guide, Table 7-15.02. The following standards shall apply to all buildings (except for single-family and duplex homes in R-1, R-2, or R-3)

Table 7-15.02		Zoning Districts							
"P" = Permitted "R" = Restricted, only 10% of façade		<u>RM-1, RM – 2</u>		<u>OS-1, B-1, B-2, B-3, MU-Mixed Use</u>		<u>CBD-1</u>		<u>I-1, I-2</u>	
		<u>Primary</u>	<u>Secondary</u>	<u>Primary</u>	<u>Secondary</u>	<u>Primary</u>	<u>Secondary</u>	<u>Primary</u>	<u>Secondary</u>
<u>High Intensity</u>	<u>Fluorescent</u>	-	-	R	R	-	-	-	-
	<u>Metallic</u>	-	-	R	R	-	-	-	-
	<u>Neon</u>	-	-	R	R	-	-	-	-
	<u>Reflective</u>	-	-	-	-	-	-	-	-
<u>Earth Tone</u>	<u>Brown</u>	P	P	P	P	P	P	P	P
	<u>Green</u>	P	P	P	P	P	P	P	P
	<u>Grey</u>	P	P	P	P	P	P	P	P
	<u>Beige</u>	P	P	P	P	P	P	P	P
	<u>Copper</u>	P	P	P	P	P	P	P	P
<u>Muted Earth Tone</u>	<u>Orange</u>	P	P	P	P	P	P	P	P
	<u>Red</u>	P	P	P	P	P	P	P	P
	<u>Yellow</u>	P	P	P	P	P	P	P	P
	<u>Blue (Navy)</u>	P	P	P	P	P	P	P	P
<u>Black</u>	<u>Black</u>	R	R	R	R	R	R	R	R
<u>Grey</u>	<u>Grey</u>	P	P	P	P	P	P	P	P
	<u>Grey Light</u>	P	P	P	P	P	P	P	P
	<u>Dark Grey (Krank)</u>	P	P	P	P	P	P	P	P

~~G.I.~~ G.I. Roof design.

- (1) Roofs shall be designed to reduce the apparent exterior mass of a building, add visual interest, and be appropriate to the architectural style of the building.
- (2) Variations in architectural style are highly encouraged. Visible roof lines and roofs that project over the exterior wall of a building enough to cast a shadow on the ground are highly encouraged, with a minimum overhang of 12 inches.
- (3) Architectural methods shall be used to conceal flat rooftops and mechanical equipment.
- (4) Overhanging eaves, peaked roofs, and multiple roof elements are highly encouraged.

~~H.J.~~ H.J. Customer entrances. Clearly defined, highly visible customer entrances shall be included in the design. Features such as canopies, porticos, arcades, arches, wing walls or integral planters shall be used to identify such entrances.

~~I.K.~~ I.K. Community amenities. Community amenities such as patio/seating areas, water features, artwork or sculpture, clock towers, pedestrian plazas with park benches, or other features located adjacent to the primary entrance to the building(s) are highly encouraged and may be calculated as part of the landscaping requirement.

~~J.L.~~ J.L. (Reserved)¹

~~K.M.~~ K.M. Natural features. Buildings shall be sited to protect existing natural areas such as steep natural grades, trees, significant groupings of healthy vegetation (shrubs and trees), and rock outcroppings. To the extent practical, these areas shall be incorporated into the overall site plan.

~~L.N.~~ L.N. Building location and orientation. New buildings shall have at least one principal building entrance visible from the front lot line.

~~M.O.~~ M.O. Administrative waiver. The Planning Department may waive the requirements of this section, provided they find the use demonstrates compliance with the following criteria:

- (1) The improvement covered by the waiver still meets the spirit and intent of this section.
- (2) The waiver is the minimum necessary to ensure equitable treatment to the applicant.
- (3) The waiver will not have a significant negative impact on the surrounding property.

Planning Commission.

- (3) Mechanical and service features such as gutters, ductwork, service doors, etc. that cannot be screened must be of a color that blends in with the color of the building.

F. Roof design.

- (1) Roofs shall be designed to reduce the apparent exterior mass of a building, add visual interest, and be appropriate to the architectural style of the building.
- (2) Variations in architectural style are highly encouraged. Visible roof lines and roofs that project over the exterior wall of a building enough to cast a shadow on the ground are highly encouraged, with a minimum overhang of 12 inches.
- (3) Architectural methods shall be used to conceal flat rooftops and mechanical equipment.
- (4) Overhanging eaves, peaked roofs, and multiple roof elements are highly encouraged.

G. Customer entrances. Clearly defined, highly visible customer entrances shall be included in the design. Features such as canopies, porticos, arcades, arches, wing walls or integral planters shall be used to identify such entrances.

H. Community amenities. Community amenities such as patio/seating areas, water features, artwork or sculpture, clock towers, pedestrian plazas with park benches, or other features located adjacent to the primary entrance to the building(s) are highly encouraged and may be calculated as part of the landscaping requirement.

I. (Reserved)¹

J. Natural features. Buildings shall be sited to protect existing natural areas such as steep natural grades, trees, significant groupings of healthy vegetation (shrubs and trees), and rock outcroppings. To the extent practical, these areas shall be incorporated into the overall site plan.

K. Building location and orientation. New buildings shall have at least one principal building entrance visible from the front lot line.

L. Administrative waiver. The Planning Department may waive the requirements of this section, provided they find the use demonstrates compliance with the following criteria:

- (1) The improvement covered by the waiver still meets the spirit and intent of this section.
- (2) The waiver is the minimum necessary to ensure equitable treatment to the applicant.
- (3) The waiver will not have a significant negative impact on the surrounding property.

§ 7-15.02. Landscaping.

A. Intent.

- (1) The intent of this section is to promote the public health, safety and welfare by

1. Editor's Note: Former Subsection I, regarding signs, was repealed 12-19-2022 by Ord. No. 2022-05.

establishing minimum standards for the design, installation and maintenance of landscaping as buffer zones between zoning districts, along roadways, between adjacent buildings and in parking lots.

- (2) The standards of this section are intended to guide and encourage the protection and enhancement of the environment through requirements for site design and the use of landscape materials. Applicants are encouraged to provide landscaping in addition to the minimum requirements of this chapter to further improve the ecological, infrastructural and programmatic functions, appearances and values of their property.

B. Applicability.

- (1) The requirements set forth in this article shall apply to all uses for which site plan review is required under Article XVIII of this chapter. No site plan or land use shall be approved unless said site plan provides landscaping consistent with the provisions of this article.
- (2) The Planning Commission may also determine that landscaping requirements due to the unique features of the parcel would prevent development of required buffer zones, off-street parking area, landscaping or green belts. If such a determination is made, the Planning Commission may grant an exception from the landscaping provisions of this article. In the case of an administrative site plan review, the Planning Department may grant an exception based on the same site conditions. **[Amended 6-25-2015; 12-19-2022]**
- (3) The following landscape information shall be submitted as part of a site plan review. The landscape plan shall include, but not be limited to the following items:
 - (a) Minimum scale of one inch to 20 feet.
 - (b) Proposed plant location, spacing, size, species (common and botanical name) and necessary descriptions for use within required landscape areas.
 - (c) Existing and proposed contours on-site and 100 feet beyond the site at intervals not to exceed two feet.
 - (d) Straight cross section, including slope, height and width of berms and type of ground cover, or height and type of construction of wall or fence, including footings.
 - (e) Significant construction details to resolve specific site conditions, such as tree wells to preserve existing trees or culverts to maintain existing natural drainage patterns.
 - (f) Planting and staking details in either text or drawing form to ensure proper installation and establishment of proposed materials.
 - (g) Identification of existing trees proposed to be saved, including individual tree caliper size and species. Clearly reference on the plan the total number of trees proposed to be preserved, category of preserved tree caliper size and number of trees requested for credit consideration.

- (h) Identification of tree protection method for trees proposed to be preserved.
- (i) Identification of existing trees over two-and-one-half-inch caliper proposed to be removed.
- (j) Identification of grass and other ground cover and method of planting.
- (k) Clearly reference on the plan the total number of proposed parking spaces and number of parking lot trees required to be placed within the interior of the parking area.
- (l) Site plan review for preexisting sites shall clearly identify the proposed building and/or parking expansion and label the net percent site increase and calculated landscape requirement. **[Amended 6-25-2015]**
- (m) Any of the informational requirements above may be waived by the Planning Commission or Planning Department by general rule or on an individual basis if they determine that the information is not necessary to verify compliance with this chapter. **[Amended 6-25-2015]**

C. Overlapping Landscaping Requirements. Where multiple landscaping requirements apply to the same site (e.g., parking lot landscaping, and buffer yards), the required trees and shrubs may be used to satisfy more than one requirement, provided all quantitative and design standards are met. Plant materials must be appropriately located to fulfill the functional intent of each applicable landscaping section.

D. Landscaping waivers. All waivers must be submitted along with the required landscaping plan. An applicant may request a landscaping waiver from the Planning Commission of up to 50% from no more than two landscaping requirements. In making such a determination, the Planning Commission shall consider the following points. The Planning Commission may deny a waiver request if one of the following points is not met.

- (1) Site constraints, such as lot configuration, topography, existing site footprint limiting planting area, utility easements, or general impracticality of the required standard.
- (2) The proposed reduction will not negatively impact adjacent properties, the public right-of-way, or the overall character of the site and surrounding area
- (3) The remaining proposed landscaping is designed to meet the intent and purpose of this ordinance.

E. Replacement of removed trees. A tree survey shall be submitted with any site plan for new development, and for additions to or expansion of existing development. The survey shall identify the location, species and size of existing trees on the proposed site. Existing trees that are greater than eight caliper inches that are planned to be removed shall be replaced on the site in accordance with the following standards: **[Amended 6-25-2015]**

- (1) Removed trees must be replaced with a 1 to 1 ratio. When 1 tree is removed, 1 tree must be replanted. The applicant must demonstrate what the existing caliper size of trees to be removed is, before removal. Trees must be replanted at the same or similar caliper size of the removed (once full growth maturity is reached). ~~Removed trees between eight and 18 caliper inches shall be replaced at a rate of 50% of the total diameter breast height (dbh).~~

(2) Trees planted that are replacing removed trees described above must be replanted as the same or similar tree species that was removed.

(+)(3) When prohibited trees as shown in table 7.15.4 are discovered on site and planned for removal, they shall be replaced with recommended plant materials as shown in table 7.15.3.

~~(2) Removed trees greater than 18 caliper inches shall be replaced at a rate of 75% of the total dbh.~~

~~(3) Removed trees greater than 30 caliper inches shall be replaced at a rate of 100% of the total dbh.~~

(4) Trees that are dead, prohibited, or diseased are exempt from replacement requirements. When the quantity of identified dead, prohibited, or diseased trees exceeds 50 trees or over 5% of the total trees, the City Arborist shall verify the status of the trees. **[Amended 12-19-2022]**

(5) A summary table of existing trees shall be provided, indicating those trees that will be removed.

D.F. Incentives to preserve existing trees. The standards listed below are intended to encourage the preservation of quality and mature trees within a development area by providing credits toward required landscape components. Prohibited trees cannot be counted towards preservation tree credits. **[Amended 6-25-2015; 12-19-2022]**

(1) Trees intended to be preserved shall be indicated on the site plan.

(2) To obtain credit, the preserved trees shall be arranged to meet the intent of this section, be of high quality, as confirmed by the City, and at least two-and-one-half-inch caliper in size for deciduous trees, six feet in height for evergreen trees.

(3) Each deciduous tree preserved that is between 2.5 inch to 7.9 inch caliper in size and evergreen tree that is between six feet to 19 feet shall be calculated as one required tree, two credits for deciduous trees with a caliper of eight inches or greater and evergreen trees greater than 19 feet.

(4) The landscape plan shall include a matrix that lists required trees and credits for preserved trees.

(5) During construction, tree protection fencing shall be placed 10 feet beyond the dripline of the tree. Unless space does not allow, in which case they shall at a minimum be placed at the dripline. The ground area within the fence line shall be maintained with vegetative landscape material or pervious surface cover. The Planning Commission may allow pedestrian pathways, driveways or parking within the dripline upon determination that the setback from the trunk of the tree is suitable to reasonably ensure protection of the tree and the public. Storage of soils or other materials within the dripline is prohibited.

(6) If trees are lost within three years after completion of the construction, the property owner shall replace with new trees equal to the number of tree credits granted.

(7) Tree credits may account for up to 50% of the required trees and be applied anywhere on the site.

1000 feet away from any existing residential zone or use. Other sports field lighting may be approved by the Planning Commission after a determination that compliance with the standards in this article have been met to the greatest extent possible, and that all efforts possible were made to minimize any negative impacts to surrounding uses.

- (2) Swimming pools.
 - (3) Holiday decorations.
 - (4) Window displays without glare.
 - (5) Shielded pedestrian walkway lighting.
 - (6) Residential lighting with no off-site glare.
 - (7) Streetlights.
- F. Lamp or fixture substitution. Should any light fixture regulated under this section, or the type of light source therein, be changed after the permit has been issued, a change request must be submitted to the Planning Department for approval, together with adequate information to assure compliance with this chapter, which must be received prior to substitution.

§ 7-15.06. Waste receptacles.

A. Waste receptacles, including dumpsters and compactors, shall be required in all multiple-family and nonresidential developments unless indoor facilities are provided as determined by the Planning Commission. These requirements do not apply to single-family residences

B. When a property has multiple tenants waste receptacles may be shared if a signed agreement is submitted to the Planning Department. The agreement must include the following:

- (1) A statement which confirms trash production will not exceed the capacity of the dumpster on site.
- (2) Signatures and indication of all parties involved. (Dumpster owner, dumpster leasers)

A.—.

B-C. All waste receptacles must be located within an enclosure meeting the following standards:

- (1) Waste receptacles shall have an enclosing lid or cover and be enclosed on three sides with a gate on the fourth side. The enclosure shall be constructed of brick or decorative masonry block material consistent with the principal building with a maximum height of six feet or at least one foot higher than the waste receptacle and spaced at least three feet from the waste receptacle. Suggested timber materials for the gate include Cedar, No. 2 Cedar rough sawn seasoned, Redwood, No. 2 Common Finish (S4S), Douglas Fir-larch or Southern Pine. Chain-link fencing with vinyl or wood strips is not acceptable screening material.
- (2) Waste receptacle enclosures shall be located in the rear yard or non-required side yard, at least 10 feet from any nonresidential property line, combustible walls, or combustible roof eaves and in no case be less than 20 feet from any residential district.

- (3) Waste receptacle enclosures shall be easily accessed by refuse vehicles without potential to damage automobiles parked in designated parking spaces.
- (4) The waste receptacle enclosure base shall be at least nine feet by six feet, constructed of six inches of reinforced concrete pavement. The base shall extend six feet beyond the waste receptacle pad or gate to support the front axle of a refuse vehicle.
- (5) No refuse or trash shall be permitted to be stored higher than the waste receptacle enclosure.

D. Waste Receptacle and Enclosure Maintenance. All waste receptacles, enclosures, and surrounding ground area shall be maintained in a neat and orderly appearance free of all trash. It shall be the responsibility of the owner or lessee of the dumpster, to maintain the waste receptacle, enclosure, and surrounding area so as not to create a blight condition or eyesore to the surrounding properties.

§ 7-15.07. Mechanical equipment.

- A. Mechanical equipment and utilities, including but not limited to blowers, ventilating fans, heating, ventilation and air-conditioning units (HVAC), water and gas meters, elevator housing, and tanks shall meet the following standards:
 - (1) Such equipment and utilities shall not be located in any front yard and shall be placed not closer than three feet to any lot line in the CBD Central Business District, and not closer than 12 feet to any lot line in all other districts.
 - (2) All such equipment shall be screened by a solid wall, fence, landscaping and/or architectural feature that is compatible in appearance with the principal building.
- B. Roof-mounted equipment shall not exceed a height of 10 feet above the surrounding roof surface, and shall occupy no more than 15% of the total roof area.
 - ~~B-(1)~~ When visible from the right of way or residential use, roof-mounted equipment must be screened from view. A solid wall, or other architectural feature, shall be utilized for screening.
- C. All roof-mounted mechanical units must be screened so they are not visible from ground level; even if not specifically addressed as part of site plan review.

procedures or projects on vehicles in any residential district, when such work is not conducted entirely within the interior of the vehicle, shall be subject to the following limitations:

- (1) All vehicles parked or being worked on outside shall be on an improved driveway surface, licensed, and operable.
- (2) Procedures exceeding 48 hours in duration or which require the vehicle to be inoperable in excess of 48 hours shall be conducted within an enclosed building.
- (3) Inoperable vehicles and vehicle parts shall be stored inside an enclosed building.

N. Parking of commercial vehicles.

- (1) Parking of commercial vehicles over two tons shall be prohibited in all Residential Districts; except this restriction shall not apply to essential public service vehicles.
- (2) It shall be unlawful for the owner, tenant, or lessee of any lot to permit the open storage or outdoor parking of semi-tractor (WB-50 or larger) trucks and/or semitrailers, bulldozers, earth carriers, cranes, or any other similar equipment or machinery, unless the storage or display of such vehicles is an approved use or unless the vehicles are temporarily parked while in use for approved construction on such lot.

O. The requirements of this section shall not apply to property located within the area zoned CBD-1 Central Business District. **[Added 12-19-2022]**

P. For the determination of the number of required parking spaces, outdoor seating area not in an enclosure suitable for year-round use shall not be included as part of the formula for the total number of required parking spaces. **[Added 12-19-2022]**

Q. Two options to decrease the number of required parking spaces for any new development are Parking Requirement Waivers and Parking Deferments. A potential applicant will work with the Planning Department to determine which option is most appropriate for their given situation.

(1) Parking Requirement Waivers. An applicant may request a waiver from the Planning Commission of up to 50% of the minimum required off-street parking spaces upon demonstrating compliance with the following points:

(a) Site constraints limit the amount of parking that could be installed on site.

(b) A parking demand analysis or similar evidence shows that the proposed use(s) will not require the full number of parking spaces required.

(2) Parking deferment. A smaller amount of parking may be approved by a finding by the Planning Commission that the required amount of parking is excessive, provided that the area to meet the full parking requirement is retained as open space. The site plan shall note the area where parking is being deferred with a dotted parking lot layout. If within a two-year period following issuance of a certificate of occupancy the Planning Commission determines based on observed use that the deferred parking is needed, then the parking shall be constructed by the applicant within six months of being informed in writing by the City Planner. The Planning Commission may require posting of a performance bond to cover the estimated construction cost of the deferred

parking with a refund in two years if the additional parking is not found to be necessary.

~~P.~~

§ 7-16.02. Number of spaces required. [Amended 5-17-2012; 2-19-2018; 11-19-2018; 10-5-2020; 1-4-2021; 7-6-2021; 12-19-2022]

The minimum number of off-street parking spaces by type of use shall be determined in accordance with the following schedule.

Table 7.16.1: Parking Space Numerical Requirements	
GFA = Gross Floor Area UFA = Usable Floor Area	
Residential	
One-family dwellings	2 spaces per dwelling unit
Multiple-family dwellings	2 spaces for each dwelling unit having 2 or less bedrooms and 2 1/2 spaces for each dwelling unit having 3 or more bedrooms
Manufactured homes in a manufactured housing park	3 spaces for each mobile home site and 1 space for each employee of the mobile home park

Lapeer Construction Specifications or engineer's specifications and shall include: **[Amended 8-3-2020]**

- (1) Existing and proposed grades;
 - (2) Indication that stormwater runoff shall be accommodated on-site through approved drainage facilities, including catch basins, runoff calculations, pipe sizes and connections to existing drainage structures; and
 - (3) Indication of surface and base materials to be used during construction.
- B. Required parking lots shall be installed and completed within six months of receipt of a building permit and before issuance of an occupancy permit. The Planning Department may grant a single extension for an additional six months in the event of adverse weather conditions or unusual delays beyond the control of the property owner.
- C. All parking areas shall be maintained free of dust, trash, and debris. Surfacing, curbing, lighting fixtures, signs, and related appurtenances shall be maintained in good condition. The visibility of pavement markings delineating parking spaces and directional control shall be maintained.
- D. All off-street parking and loading facilities required by this article shall be maintained free of accumulated snow or standing water which prevents full use and occupancy of such facilities, except for temporary periods of no more than five days in the event of heavy rainfall or snowfall.

~~E.A. Parking deferment. A smaller amount of parking may be approved by a finding by the Planning Commission that the required amount of parking is excessive, provided that the area to meet the full parking requirement is retained as open space. The site plan shall note the area where parking is being deferred with a dotted parking lot layout. If within a two-year period following issuance of a certificate of occupancy the Planning Commission determines based on observed use that the deferred parking is needed, then the parking shall be constructed by the applicant within six months of being informed in writing by the City Planner. The Planning Commission may require posting of a performance bond to cover the estimated construction cost of the deferred parking with a refund in two years if the additional parking is not found to be necessary. (Relocated this standard)~~

E. Limits on excessive parking. In order to minimize excessive areas of pavement which reduces aesthetic standards and contribute to high rates of stormwater runoff, exceeding the minimum parking space requirements by more than 20% shall only be allowed with approval by the Planning Commission. In granting such additional space, the Planning Commission shall determine that such parking will be required, based on documented evidence, to accommodate the use on a typical day.

F. Full compliance with current City Standards at time of re-surfacing. Any time a parking lot is re-stripped it must come into full compliance with all standards within this ordinance.

§ 7-16.06. Off-street loading and unloading requirements.

- A. Compliance with the loading space regulations set forth herein shall be required in order to avoid interference with the public use of streets, alleys, parking areas, driveways, sidewalks, and other public areas.

- A. Device signs. Permanent signs on vending machines, ATMs, gas station pumps, or other containers indicating only the contents or purpose of such devices, provided that the sign area of each device shall not exceed three square feet and there are no more than one sign per device.
- B. Directional signs. The sign shall bear no advertising other than logos.
- C. Flags. Flags, provided there shall be no more than three flags per lot, the maximum size of each flag shall be 50 square feet, and the flag poles comply with relative height limitations.
- D. Employment signs. "Help wanted" signs soliciting employees for the place of business where posted, provided that the maximum area for all such signs shall not exceed six square feet.
- E. Enclosed signs. Any sign that is located completely within a building and is not visible from the outside.
- F. Historical signs. Plaques or signs designating a building or premises as a historic structure or premises not to exceed six square feet.
- G. Identification signs. Signs for the sole purpose of designating an assigned house number, owner name, occupant, or building name. Identification signs shall not be counted in the total sign area allowed on the premises; however, such signs in excess of one square foot in surface display area may be allowed as part of the total sign area otherwise allowed by this chapter.
- H. Incidental signs. Small signs, emblems, or decals informing the public of goods, facilities, or services available on the premises. The total of all such incidental signs shall not exceed two square feet.
- I. Nonconforming signs. Legal nonconforming signs existing on the effective date of the adoption of the chapter. Removal of the sign shall constitute an elimination of the nonconforming status.
- J. Noncommercial message sign. Consistent with the other requirements of this chapter, any permitted sign may contain a lawful noncommercial message. This does not apply to traffic signs, railroad crossing signs, danger or other emergency signs, and directional signs. **[Amended 12-7-2015; 12-19-2022]**
- K. Public signs. Public signs, authorized signs by a government body or public utility, including traffic signs, legal notices, railroad crossing signs, warnings of a hazard, and similar signs.

§ 7-17.03. Temporary signs.

The following regulations shall be applicable to all temporary signs placed or situated at any place other than inside a "building" as defined in this chapter. All temporary signs shall be in accordance with Table 7.17.1.

- A. Projection into right-of-way. No temporary sign shall be strung across any public right-of-way nor shall any temporary sign project beyond the property line except as authorized by the City Commission.

- B. Removal. Temporary signs shall be removed promptly at the end of the permitted period in Table 17.17.1. **[Amended 12-19-2022]**
- C. Damaged signs. Any temporary sign found by the Building Official to be in a torn, damaged ~~or in~~ unsafe condition, or not properly maintained, shall be removed by the owner within three days after receipt of notice to do so from an Authorized City Official. ~~the Building Official~~. **[Amended 12-19-2022]**

Table 7.17.1: Temporary Sign Regulations					
Type of Sign	Maximum Size	Maximum Height	Maximum Number	Permitted Duration and Other Requirements	
Temporary Signs Not Requiring a Permit					
Garage sale signs in residential districts	5 square feet	4 feet	1 per lot, 2 on corner lot (1 facing each street)	Shall be erected no more than 10 business days before and removed within 1 business day after the sale	
Small temporary signs in the R-1, R-2, R-3, RM-1, or RM-2 districts	5 square feet	4 feet	1 per lot, 2 on corner lot (1 facing each street)	Signs advertising a residential property for sale or lease may remain until the property is sold or leased. The sign must be removed within 14 days of all units or lots being sold or leased.	
Temporary Signs Requiring a Permit					
Banners and pennants	Discretion of the Building Official and considering the following:			May be erected 2 times per calendar year, for a maximum of 30 days each time	
	•	Must be securely attached to a building or structure			
Signs on an active construction site	64 square feet	15 feet	1 per lot, 2 on corner lot (1 facing each street)	1.	Shall be removed from premises within 30 days after issuance of the occupancy permit or temporary occupancy permit.
				2.	In the case of renovations (e.g. addition to a building) or maintenance or repair (e.g. roofing or siding), rather than the construction of a new building, the sign may have a maximum sign area of 16 square feet.
Temporary wall signs in the OS-1, B-1, B-2, B-3, CBD-1, I-1, or I-2 zoning districts	16 square feet	Wall sign not higher than building	1 per lot, 2 on corner lot (1 facing each street)	May be erected for a maximum of 30 consecutive days every 6 months	
Large free-standing temporary signs in the RM-1, RM-2, OS-1, B-1, B-2, B-3, CBD-1, I-1, or I-2 zoning districts	64 square feet	10 feet	1 per lot, 2 on corner lot (1 facing each street)	May be erected for 6 months in any one year period. Signs advertising a property for sale or lease may remain until the property is sold or leased. The sign must be removed within 7 days of all units or lots being sold or leased	

§ 7-17.04. Prohibited signs.

Table 7.17.2: Prohibited Signs
Any sign not expressly permitted.
String lights. Spinners, strings of light bulbs, pennants, or streamers, hung overhead to draw attention to a business or its merchandise on display. In no case does this restrict the use of string lights for holidays or religious events.

Table 7.17.3: Schedule of Sign Regulations

Type of Sign	Maximum Area	Height	Illumination	Number Permitted/ Other Provisions
Wall sign (see § 7-17.06A)	Total surface area of all wall signs placed on the front, side or rear of a building shall not exceed the greater lesser of 10% of the area of the front face of the building or tenant space, or 1.53 square feet for each lineal feet of building frontage or tenant space	Must not exceed maximum building height in district. Must not be higher than wall upon which it is attached. Bottom of sign must be at least 8 feet above ground level or sidewalk.	Permitted	Must not extend beyond the ends of the wall on which it is attached. Sign may not be more than 12 inches thick, measured from the wall on which it is attached.
Awnings and canopies	Lettering shall not project above, below or beyond the physical dimensions of the awning or canopy.	Bottom of awning or canopy must be at least 7 feet above ground level or sidewalk.	Not permitted under awning or canopy, except for gas station canopy. Building-mounted lighting may indirectly illuminate the area above or below the awning or canopy.	Individual letters shall not be larger than 2415 inches from top to bottom.
Directional signs	4 square feet per sign	4 feet maximum	Permitted	Determined by City Building Official

Table 7.17.3: Schedule of Sign Regulations

Type of Sign	Maximum Area	Height	Illumination	Number Permitted/ Other Provisions
Monument signs (see § 7-17.06B)	Areas zoned CBD-1: 20 square feet per side; 40 square feet total. Other areas: 56 80 square feet per side; 112 160 square feet total.	8 10 feet maximum <u>and</u> <u>shall include the</u> <u>“base” of the sign</u> <u>for total sign</u> <u>height.</u>	Permitted	1 per each side of parcel facing a street
Poster panel signs (sandwich signs, A-frames) (see § 7-17.06C)	7 square feet per side; 14 square feet total	3.5 feet maximum	Not permitted	—
Business center sign, including multiple tenant commercial or shopping centers and multiple tenant office buildings	64 square feet per sign face; 128 total square feet for both sides	Areas zoned CBD-1: 10 feet maximum. Other areas: 16 feet maximum.	Permitted	1 per business center. Individual businesses are not allowed to have individual monument signs. Must meet sign requirements.
Window signs	N/A Not more than 25% of surface of window	N/A	Not permitted, except for LED sign	<u>All entry doors</u> <u>shall remain clear</u> <u>of all signs for</u> <u>public safety.</u> N/A
Projecting signs (see § 7-17.06D)	8 20 square feet per side; 16 40 square feet, total	Must not be higher than wall upon which it is attached. Bottom of sign must be at least 10 8 feet above ground level or sidewalk.	Permitted	Only permitted in the CBD-1 zoning districts. 1 per business, provided not within 20 feet of another projecting sign.

Table 7.17.3: Schedule of Sign Regulations

Type of Sign	Maximum Area	Height	Illumination	Number Permitted/ Other Provisions
Rear entry signs	Wall sign: 6 square feet; Projecting sign: 6 square feet per side; 12 square feet total.	Bottom of sign must be a minimum of 8 feet above the ground or sidewalk	Permitted	1 per business
Marquee signs (see § 7-17.06E)	10% of the wall, up to maximum of 100 square feet	Must not exceed building height in district. Must not be higher than building. Bottom of sign must be at least 8 feet above ground level or sidewalk.	Permitted	1 per parcel
Billboards (see § 7-17.06F)	175 square feet per side; 350 square feet total	See § 7-17.06F(2).	Permitted	Only allowed in the I-2 Zoning District. Must be on property fronting an expressway or state trunk line highway.

Table 7.17.3: Schedule of Sign Regulations

Type of Sign	Maximum Area	Height	Illumination	Number Permitted/ Other Provisions
Interstate corridor signs (see § 7-17.06G)	200 square feet per side (total signage = 400 square feet) with a maximum of 2 sides permitted. 250 square feet for two businesses and an additional 50 square feet for each business (tenant) thereafter and not to exceed 400 square feet each side.	20 feet for single tenant. 30 feet for multiple tenant	Permitted - internal and concealed only. Spotlighting is not permitted.	1 per every 1,000 linear feet, up to 2 sign structures per lot/parcel within 200 feet of I-69. Must be on property which is adjacent to the I-69 right-of-way.
Electronic or manual changeable message signs (see § 7-17.06H)	24 square feet	Per type of sign as listed above	Permitted	1 per parcel

§ 7-17.06. Additional provisions for Schedule of Sign Regulations in Table 7.17.3.**A. Wall signs.**

- (1) Materials required. All wall signs of a greater area than 50 square feet shall have a surface or facing of noncombustible material.
- (2) Limitation on placement. No wall sign shall cover wholly or partially any wall opening.
- (3) Supports and attachments. All wall signs shall be safely and securely attached to structural members of the building by means of metal anchors, bolts or expansion screws. In no case shall any wall sign be secured with wire, strips of wood or nails.
- (4) Wall sign area allowed. No single business shall be allowed more than 125sq ft of wall signage. When one of the following conditions are met, an applicant may apply for an additional 50sq ft of wall signage.
 - (a) Primary structure is setback more than 175' from the front lot line.
 - (3)(b) Primary structure front face is greater than 1,300sq ft

B. Monument signs. [Amended 5-17-2012]

- (8) Quality. Hand-lettered or stenciled sign faces are prohibited, with the exception of restaurant daily specials. All sign faces shall be professionally created in conformance with the specifications for sidewalk signs adopted by the City of Lapeer Downtown Development Authority.

D. Projecting signs.

- (1) Construction. Every part of a projecting sign, with a total surface area greater than 10 square feet, shall be constructed of noncombustible material.
- (2) Movable parts to be secured. Any movable part of a projecting sign, such as the cover of a service opening, shall be securely fastened by chains or hinges.
- (3) Thickness limitation. The distance measured between the principal faces of any projecting sign shall not exceed 18 inches.
- (4) Projection over public property. No projecting sign may project beyond the property line unless approved by the City.
- (5) Bracing, anchorage and supports. Projecting signs of a greater total surface area than 10 square feet or 50 pounds in weight shall not be attached to nor supported by frame buildings nor the wooden framework of a building. All projecting signs shall be thoroughly secured to the building by iron or other metal anchors, bolts, supports, rods or braces.

~~(5)~~(6) Projecting signs must be constructed out of durable, weather resistant materials such as aluminum, steel, or high-grade plastics. Acceptable high-grade plastics include acrylic, polycarbonate, high density polyethylene, PVC, PETG, or equivalent materials with comparable strength and durability.

E. Marquee signs.

- (1) Material required. Every marquee sign, including the upright supports and braces thereof, shall be constructed entirely of noncombustible materials.
- (2) Bracing, anchorage and supports. Every marquee sign shall be thoroughly secured to the building by iron or metal anchors, bolts, supports, rods or braces.

F. Billboards.

- (1) Minimum lot size. Such signs shall be allowed on premises with a minimum total area of one acre and a minimum dimension of 200 feet on any one side (based on the deed or recorded legal description).
- (2) Height. Such signs shall comply with the height limitations and with the front, rear, and side setback provisions of the I-2 zoning district.

G. Interstate corridor signs (ICS). [Added 4-17-2017]

- (1) Placement. All Interstate Corridor Signage (ICS) must be located along Interstate-69 (I-69) and shall be no closer than a distance that is equal to or greater than the height of the sign (20 feet to 30 feet) and set back from the interstate right-of-way (ROW). An ICS 20 feet tall or less must maintain a minimum distance of 20 feet from the I-69 ROW. The interstate ROW includes all entrance and exit ramps on to I-69. Setbacks

§ 7-18.03. Site plan and administrative site plan review procedures.

Site plans and administrative site plans must be submitted in accordance with the following procedures and requirements:

- A. Submittal. The application shall be submitted by the owner of an interest in the land for which site plan approval is sought, or the designated agent of the owner, or with a statement signed by the owner granting permission from the property owner for the application. The application shall include the following:
 - (1) A complete application form, with original signatures.
 - (2) Proof of ownership.
 - (3) A written use statement.
 - (4) The required fee, as established by the City Commission.
 - (5) A complete site plan that includes the information as detailed in the site plan application. Information requirements may be waived by the Planning Commission if they determine they are not necessary to verify compliance with this chapter's requirements.
- B. Administrative review. The process for administrative review of a site plan shall involve submittal of the site plan and required application form and fee to the Planning Department. The Planning Department shall review the site plan in accordance with the same standards used by the Planning Commission for a full site plan. Information requirements may be waived by the Planning Department if the Department determines they are not necessary to verify compliance with this chapter's requirements. The Planning Department shall make a report of administrative reviews to the Planning Commission.
- C. Planning Commission review.
 - (1) Application and review. Following Planning Department review, site plans requiring Planning Commission approval shall be placed on the agenda of the Planning Commission. The Planning Commission shall review the application, together with the reports and recommendations from the Planning Department and other reviewing departments and agencies, as appropriate.
 - (2) Planning Commission action. The Planning Commission shall make a determination based on the requirements and standards of this chapter and Planning Department review letter to approve, approve with conditions, postpone a decision, or deny approval of the plan. If approved, any conditions shall be made part of the motion to approve and documented in the Planning Commission's minutes, a copy of which shall be provided to the applicant.
- D. Recording of site plan review action. The site plan shall be revised to reflect any conditions of approval and submitted to the Planning Department. Copies of the approved site plan will be filed with the Planning Department, including digital files of the approved plan.
- E. Electronic drawings. Digital files of the approved plans shall be submitted to the Building Department. The files shall be compatible with the City's geographic information system

of the sign elements within a parallelogram or rectangle.

- (3) The area of a double-faced monument sign shall be computed using only one face of the sign, provided that: the outline and dimensions of both faces are identical; and the faces are back to back so that only one face is visible at any given time.
- (4) Window sign regulation shall not include season drawings or other graphics not related to signage. **[Amended 12-19-2022]**

I. City official may periodically inspect signs for compliance. **[Added 12-19-2022]**

I.J. Removal of Sign Copy Following Business Closure. Within one year of business closure, sign contents must be removed from all sign cabinets or sign structures and replaced with either a blank panel or advertising content, as determined by an Authorized City Official. The sign structures may remain.

§ 7-17.10. Legal nonconforming signs.

- A. Any sign legally existing at the time of adoption of these regulations which does not comply with all provisions shall be considered a legal nonconforming sign and may be permitted to continue if the sign is properly maintained and not detrimental to the health, safety and welfare of the community. **[Amended 5-17-2012]**
- B. Subject to exceptions below, any legal nonconforming signs may be continued in operation and maintained after the effective date of these regulations, provided that the signs shall not be: **[Amended 5-17-2012]**
 - (1) Structurally altered so as to extend their useful life;
 - (2) Expanded;
 - (3) Moved to another location on the original site or on a different site;
 - (4) Reestablished after damage of more than 50% of the value at the time of such damage or destruction;
 - (5) Modified in any way that would increase the degree of nonconformity of such sign.
- C. When a sign or sign structure is removed or destroyed, replacement signs and sign structures must comply with the current standards, except for the purpose of sign maintenance or repair: **[Added 5-17-2012]**
 - (1) A nonconforming sign or sign structure may be removed temporarily to perform sign maintenance or sign repair, not to exceed 50% of the current market value of the existing sign structure.
 - (2) In order to preserve the nonconforming sign status, the person removing the sign must inform the Building Official in writing before the sign is removed. If the responsible party fails to provide written notification, any re-erected sign will be considered a new sign.
- D. Abandonment or obsolescence of a nonconforming sign shall terminate immediately the right to maintain such a sign.

- (g) Smoking policy to include identification of areas where smoking is to be permitted on the site.
 - (h) A written fire safety and emergency escape plan.
- (13) Operators shall keep a list to account for all persons staying at the facility, and the register shall be available for inspection by City Public Safety, Housing, Building or Health Officials at any time.
- E. Apartments above business establishments. The minimum floor area for apartment units shall be the same as shown in Table 7.04.3. **[Added 12-19-2022]**
- F. Apartments on the first floor: **[Added 12-19-2022]**
 - (1) The minimum floor area for apartment units shall be the same as shown in Table 7.04.3.
 - (2) The apartments shall not exceed 50% of the total gross floor area on the first floor.
 - (3) The apartment shall be located in the rear part of the building where apartment's entrance or unit windows shall not be visible from the front lot line.

§ 7-13.02. Animal and agriculture uses.

- A. Commercial kennels:
 - (1) Shall not abut any area zoned for residential purposes.
 - (2) Are subject further to all health standards of the City.
- B. Farms. Farms on those parcels of land separately owned outside the boundaries of either a proprietary or assessor's plat are subject to the health and sanitation provisions of the City of Lapeer, and shall be further subject to the following:
 - (1) Property shall be used for agriculture or horticulture for commercial, hobby or personal purposes, including but not limited to: greenhouses, nurseries, orchards, chicken hatcheries, poultry farms and apiaries.
 - (2) Buildings, structures, or yard areas used for the keeping of animals shall be located not less than 100 feet from a property line.
 - (3) No farms shall be operated as garbage-fed piggeries, or for the disposal of garbage, sewage, rubbish, offal or rendering plants, or for the slaughtering of animals, except such animals as have been raised on the premises or have been maintained on the premises for at least a period of one year immediately prior thereto and for the use and consumption by persons residing on the premises.
 - (4) Establishments keeping or operating fur-bearing animals, public riding, or boarding stables or commercial dog kennels, shall not be considered a farm under this chapter unless combined with bona fide farm operations on the same continuous tract of land.
 - (5) None of the provisions of this chapter is intended to conflict with those rights protected under the Michigan Right to Farm Act, MCLA § 286.471 et seq.

ARTICLE XV
General Site Development Requirements

§ 7-15.01. Building appearance.

- A. Intent. The purpose of this section is to provide a set of exterior building wall material standards, the intent of which is to enhance the visual environment of the City. Furthermore, the review of exterior building wall design and the consistent administration of standards can help to maintain the City's sense of place by encouraging consistent quality and character when structures are built or redeveloped. All development shall utilize quality architecture to ensure that a building protects the investment of adjacent landowners, blends harmoniously into the streetscape, and maintains a positive image for the City's various multifamily developments, business areas and commercial shopping districts.
- B. Applicability.
- (1) This section shall apply to the exterior building walls of all construction, except one-family detached and two-family residential structures and their associated accessory buildings.
 - (2) Architecture shall be reviewed by the Planning Commission as a part of site plan review under the requirements of this section.
 - (3) Where additions or remodeling of existing buildings is proposed, the following standards shall apply:
 - (a) Where a new wall material is proposed for an existing building wall, only that portion of the building being altered shall be subject to the standards of this section. However, in considering the proposed alteration, the Planning Commission may modify the material requirements of the section so it will be consistent with the architecture of the entire building.
 - (b) Where an addition is proposed to an existing building, the Planning Commission may allow the use of existing wall materials for the addition provided that the design of the alteration is compatible with the existing building wall design during a full site plan review. The Planning Department in the case of an administrative review may modify the material requirements of the section so it will be consistent with the architecture of the entire building and may allow the use of existing wall materials for the addition, provided that the design of the alteration is compatible with the existing building wall design. **[Amended 12-19-2022]**
- C. Exterior building design.
- (1) Buildings shall possess architectural variety, but enhance the overall cohesive community character.
 - (2) Building walls and roofs over 50 feet in length shall be broken up with varying building

lines, windows, gables, and/or architectural accents such as pilasters, columns, dormers, and awnings.

- (3) Window area shall make up at least 20% of the exterior wall area facing the principal street(s) from which access is gained. Bars shall not be put over windows and doors that are visible from the street.
- (4) Overhead doors shall not face a residential district. The Planning Commission or Building Official can modify this requirement upon a determination that there is no reasonable alternative and the visual impact will be moderated through use of building materials, architectural features and landscaping beyond that required in § 7-15.02. **[Amended 6-25-2015]**
- (5) Additions to existing buildings must complement the current building design with regard to height, proportions, scale, materials, and rhythm of openings. **[Amended 6-25-2015]**

D. Building Architectural Features Standards

(1) General Architectural Standards

- (a) Window. Window glazing surfaces cannot be flush with the façade plane. Windows shall be recessed a minimum of 3-inches or defined by a projecting, defined sill, lintel, and trim.
 - (b) Utilities. HVAC, dryer ventilation areas, and utility boxes located on the building must be screened and the same color as the façade material. This includes any rooftop mechanical equipment visible from the right of-way or a residential use/district.
 - (c) Balconies. The balcony support structure shall be integrated with the building façade; separate columns or posts supporting any balcony from the ground are prohibited.
- (2) Table 7-15.01. The following standards shall apply to all buildings in the City of Lapeer (Excluding single- and two-family dwellings)

Table 7-15.01	Zoning District			
“P” = Permitted “R” = Required	RM-1, RM-2	OS-1, B-1, B-2, B-3 MU, Mixed-Use Overlay	CBD-1	I-1, I-2
Arcades	P	P	P	-
Archways	R	R	R	R
Awning (gabled awning or straight- shed)	P	P	P	P

Table 7-15.01	Zoning District			
“P” = Permitted “R” = Required	RM-1, RM-2	OS-1, B-1, B-2, B-3 MU, Mixed-Use Overlay	CBD-1	I-1, I-2
Columns (colonnades),	P	P	P	P
Community amenities. Community amenities such as patio/seating areas, water features, artwork or sculpture, clock towers, pedestrian plazas with park benches, or other features located adjacent to the primary entrance to the building(s) are highly encouraged and may be calculated as part of the landscaping requirement	P	P	P	P
Decorative Cornices	P	P	R	P
Projections	P	P	P	P
Recesses	P	P	P	P
Roof Line variations in architectural style are highly encouraged. Visible roof lines and roofs that project over the exterior wall of a building enough to cast a shadow on the ground are highly encouraged, with a minimum overhang of 12 inches.	R	R	R	R
Towers	P	P	P	P

Table 7-15.01	Zoning District			
“P” = Permitted “R” = Required	RM-1, RM-2	OS-1, B-1, B-2, B-3 MU, Mixed-Use Overlay	CBD-1	I-1, I-2
Wall insets	P	P	P	P
Window Display Areas		P	P	

E. Building materials.

- (1) All building materials shall be durable and weather-resistant, provide an attractive, quality appearance, and must be properly maintained by the property owner or tenant at all times.
- (2) Metal roofs may be allowed if deemed by the Planning Department to be compatible with the overall architectural design of the building. **[Amended 12-19-2022]**

G. General Building Material Standards

- (1) Primary Materials shall comprise a minimum of 75% of the first-floor façade and 50% of the façade for upper floors. See table 7-15.02.
- (2) Secondary materials comprise a maximum of 25% of the first-floor façade and 50% of the façade for upper floors. See table 7-15.02.
- (3) In addition to permitted primary and secondary materials, the planning commission may accept other materials for architectural details, accent, or trim to not exceed 10% of the façade. Example materials: glass reinforced fiber cement; molded polyurethane; glass block.
- (4) The following exterior finish materials are prohibited for all buildings, due to their environmental impact or lack of durability: plywood siding materials, sheet / corrugated metal.
- (5) Table 7-15.02, Building Material Standards. The following shall apply to all buildings (except for single-family R-1, R-2, and R-3 dwellings and duplex homes):

Table 7-15.02		Zoning Districts							
"P" = Permitted		RM-1, RM-2		OS-1, B-1, B-2, B-3, MU – Mixed Use Overlay		CBD-1		I-1, I-2	
		Primary	Secondary	Primary	Secondary	Primary	Secondary	Primary	Secondary
Masonry	Brick (natural, glazed, painted)	P	P	P	P	P	P	P	P
	Stone (natural, synthetic)	P	P	P	P	P	P	P	P
	Terra Cotta	P	P	P	P	P	P	P	P
Concrete	Cast in Place	-	-	P	P	-	-	P	P
	Precast	-	-	P	P	-	-	P	P
Concrete Masonry Units (CMU)	Burnished and Split Face	P	P	P	P	P	P	P	P
	Tinted (dyed block) Prohibited.	-	-	-	-	-	-	-	P

Table 7-15.02		Zoning Districts							
“P” = Permitted		RM-1, RM-2		OS-1, B-1, B-2, B-3, MU – Mixed Use Overlay		CBD-1		I-1, I-2	
		Primary	Secondary	Primary	Secondary	Primary	Secondary	Primary	Secondary
Siding	Wood (natural, composite)	P	P	P	P	P	P	P	P
	Fiber Cement Board (e.g. Hardi Panel)	P	P	P	P	-	-	P	P
Stucco	Traditional Stucco (cementitious)	P	P	P	P	-	P	P	P
	Synthetic EIFS	P	P	P	P	-	-	P	P
Architectural Metal Panel	Insulated	P	P	P	P	P	P	P	P
	Composite	P	P	P	P	P	P	P	P
Glass Panel	Panel Windows	P	P	P	P	P	P	P	P

H. Building colors.

- (1) The use of trademark colors not meeting this requirement shall require approval by the

Planning Commission.

- (2) Mechanical and service features such as gutters, ductwork, service doors, etc. that cannot be screened must be of a color that blends in with the color of the building.
- (3) Building Color Guide, Table 7-15.03. The following standards shall apply to all buildings (except for single-family and duplex homes in R-1, R-2, or R-3)

Table 7-15.03		Zoning Districts							
“P” = Permitted “R” = Restricted, only 10% of façade		RM-1, RM – 2		OS-1, B-1, B-2, B-3, MU-Mixed Use		CBD-1		I-1, I-2	
		Primary	Secondary	Primary	Secondary	Primary	Secondary	Primary	Secondary
High Intensity	Fluorescent	-	-	R	R	-	-	-	-
	Metallic	-	-	R	R	-	-	-	-
	Neon	-	-	R	R	-	-	-	-
	Reflective	-	-	-	-	-	-	-	-
Earth Tone	Brown	P	P	P	P	P	P	P	P
	Green	P	P	P	P	P	P	P	P
	Grey	P	P	P	P	P	P	P	P
	Beige	P	P	P	P	P	P	P	P
	Copper	P	P	P	P	P	P	P	P
Muted Earth Tone	Orange	P	P	P	P	P	P	P	P
	Red	P	P	P	P	P	P	P	P
	Yellow	P	P	P	P	P	P	P	P
	Blue (Navy)	P	P	P	P	P	P	P	P
Black	Black	R	R	R	R	R	R	R	R
Grey	Grey	P	P	P	P	P	P	P	P
	Grey Light	P	P	P	P	P	P	P	P
	Dark Grey (Krank)	P	P	P	P	P	P	P	P

I. Roof design.

- (1) Roofs shall be designed to reduce the apparent exterior mass of a building, add visual interest, and be appropriate to the architectural style of the building.
- (2) Variations in architectural style are highly encouraged. Visible roof lines and roofs that project over the exterior wall of a building enough to cast a shadow on the ground are highly encouraged, with a minimum overhang of 12 inches.
- (3) Architectural methods shall be used to conceal flat rooftops and mechanical equipment.
- (4) Overhanging eaves, peaked roofs, and multiple roof elements are highly encouraged.

J. Customer entrances. Clearly defined, highly visible customer entrances shall be included in the design. Features such as canopies, porticos, arcades, arches, wing walls or integral planters shall be used to identify such entrances.

K. Community amenities. Community amenities such as patio/seating areas, water features, artwork or sculpture, clock towers, pedestrian plazas with park benches, or other features located adjacent to the primary entrance to the building(s) are highly encouraged and may be calculated as part of the landscaping requirement.

L. (Reserved)¹

M. Natural features. Buildings shall be sited to protect existing natural areas such as steep natural grades, trees, significant groupings of healthy vegetation (shrubs and trees), and rock outcroppings. To the extent practical, these areas shall be incorporated into the overall site plan.

N. Building location and orientation. New buildings shall have at least one principal building entrance visible from the front lot line.

O. Administrative waiver. The Planning Department may waive the requirements of this section, provided they find the use demonstrates compliance with the following criteria:

- (1) The improvement covered by the waiver still meets the spirit and intent of this section.
- (2) The waiver is the minimum necessary to ensure equitable treatment to the applicant.
- (3) The waiver will not have a significant negative impact on the surrounding property.

Planning Commission.

- (3) Mechanical and service features such as gutters, ductwork, service doors, etc. that cannot be screened must be of a color that blends in with the color of the building.
- F. Roof design.
- (1) Roofs shall be designed to reduce the apparent exterior mass of a building, add visual interest, and be appropriate to the architectural style of the building.
 - (2) Variations in architectural style are highly encouraged. Visible roof lines and roofs that project over the exterior wall of a building enough to cast a shadow on the ground are highly encouraged, with a minimum overhang of 12 inches.
 - (3) Architectural methods shall be used to conceal flat rooftops and mechanical equipment.
 - (4) Overhanging eaves, peaked roofs, and multiple roof elements are highly encouraged.
- G. Customer entrances. Clearly defined, highly visible customer entrances shall be included in the design. Features such as canopies, porticos, arcades, arches, wing walls or integral planters shall be used to identify such entrances.
- H. Community amenities. Community amenities such as patio/seating areas, water features, artwork or sculpture, clock towers, pedestrian plazas with park benches, or other features located adjacent to the primary entrance to the building(s) are highly encouraged and may be calculated as part of the landscaping requirement.
- I. (Reserved)¹
- J. Natural features. Buildings shall be sited to protect existing natural areas such as steep natural grades, trees, significant groupings of healthy vegetation (shrubs and trees), and rock outcroppings. To the extent practical, these areas shall be incorporated into the overall site plan.
- K. Building location and orientation. New buildings shall have at least one principal building entrance visible from the front lot line.
- L. Administrative waiver. The Planning Department may waive the requirements of this section, provided they find the use demonstrates compliance with the following criteria:
- (1) The improvement covered by the waiver still meets the spirit and intent of this section.
 - (2) The waiver is the minimum necessary to ensure equitable treatment to the applicant.
 - (3) The waiver will not have a significant negative impact on the surrounding property.

§ 7-15.02. Landscaping.

A. Intent.

- (1) The intent of this section is to promote the public health, safety and welfare by

1. Editor's Note: Former Subsection I, regarding signs, was repealed 12-19-2022 by Ord. No. 2022-05.

establishing minimum standards for the design, installation and maintenance of landscaping as buffer zones between zoning districts, along roadways, between adjacent buildings and in parking lots.

- (2) The standards of this section are intended to guide and encourage the protection and enhancement of the environment through requirements for site design and the use of landscape materials. Applicants are encouraged to provide landscaping in addition to the minimum requirements of this chapter to further improve the ecological, infrastructural and programmatic functions, appearances and values of their property.

B. Applicability.

- (1) The requirements set forth in this article shall apply to all uses for which site plan review is required under Article XVIII of this chapter. No site plan or land use shall be approved unless said site plan provides landscaping consistent with the provisions of this article.
- (2) The Planning Commission may also determine that landscaping requirements due to the unique features of the parcel would prevent development of required buffer zones, off-street parking area, landscaping or green belts. If such a determination is made, the Planning Commission may grant an exception from the landscaping provisions of this article. In the case of an administrative site plan review, the Planning Department may grant an exception based on the same site conditions. **[Amended 6-25-2015; 12-19-2022]**
- (3) The following landscape information shall be submitted as part of a site plan review. The landscape plan shall include, but not be limited to the following items:
 - (a) Minimum scale of one inch to 20 feet.
 - (b) Proposed plant location, spacing, size, species (common and botanical name) and necessary descriptions for use within required landscape areas.
 - (c) Existing and proposed contours on-site and 100 feet beyond the site at intervals not to exceed two feet.
 - (d) Straight cross section, including slope, height and width of berms and type of ground cover, or height and type of construction of wall or fence, including footings.
 - (e) Significant construction details to resolve specific site conditions, such as tree wells to preserve existing trees or culverts to maintain existing natural drainage patterns.
 - (f) Planting and staking details in either text or drawing form to ensure proper installation and establishment of proposed materials.
 - (g) Identification of existing trees proposed to be saved, including individual tree caliper size and species. Clearly reference on the plan the total number of trees proposed to be preserved, category of preserved tree caliper size and number of trees requested for credit consideration.

- (h) Identification of tree protection method for trees proposed to be preserved.
 - (i) Identification of existing trees over two-and-one-half-inch caliper proposed to be removed.
 - (j) Identification of grass and other ground cover and method of planting.
 - (k) Clearly reference on the plan the total number of proposed parking spaces and number of parking lot trees required to be placed within the interior of the parking area.
 - (l) Site plan review for preexisting sites shall clearly identify the proposed building and/or parking expansion and label the net percent site increase and calculated landscape requirement. **[Amended 6-25-2015]**
 - (m) Any of the informational requirements above may be waived by the Planning Commission or Planning Department by general rule or on an individual basis if they determine that the information is not necessary to verify compliance with this chapter. **[Amended 6-25-2015]**
- C. Overlapping Landscaping Requirements. Where multiple landscaping requirements apply to the same site (e.g., parking lot landscaping, and buffer yards), the required trees and shrubs may be used to satisfy more than one requirement, provided all quantitative and design standards are met. Plant materials must be appropriately located to fulfill the functional intent of each applicable landscaping section.
- D. Landscaping waivers. All waivers must be submitted along with the required landscaping plan. An applicant may request a landscaping waiver from the Planning Commission of up to 50% from no more than two landscaping requirements. In making such a determination, the Planning Commission shall consider the following points. The Planning Commission may deny a waiver request if one of the following points is not met.
 - (1) Site constraints, such as lot configuration, topography, existing site footprint limiting planting area, utility easements, or general impracticality of the required standard.
 - (2) The proposed reduction will not negatively impact adjacent properties, the public right-of-way, or the overall character of the site and surrounding area
 - (3) The remaining proposed landscaping is designed to meet the intent and purpose of this ordinance.
- E. Replacement of removed trees. A tree survey shall be submitted with any site plan for new development, and for additions to or expansion of existing development. The survey shall identify the location, species and size of existing trees on the proposed site. Existing trees that are greater than eight caliper inches that are planned to be removed shall be replaced on the site in accordance with the following standards: **[Amended 6-25-2015]**
 - (1) Removed trees must be replaced with a 1 to 1 ratio. When 1 tree is removed, 1 tree must be replanted. The applicant must demonstrate what the existing caliper size of trees to be removed is, before removal. Trees must be replanted at the same or similar caliper size of the removed (once full growth maturity is reached). I
 - (2) Trees planted that are replacing removed trees described above must be replanted as the same or similar tree species that was removed.

- (3) When prohibited trees as shown in table 7.15.4 are discovered on site and planned for removal, they shall be replaced with recommended plant materials as shown in table 7.15.3.
 - (4) Trees that are dead, prohibited, or diseased are exempt from replacement requirements. When the quantity of identified dead, prohibited, or diseased trees exceeds 50 trees or over 5% of the total trees, the City Arborist shall verify the status of the trees. **[Amended 12-19-2022]**
 - (5) A summary table of existing trees shall be provided, indicating those trees that will be removed.
- F. Incentives to preserve existing trees. The standards listed below are intended to encourage the preservation of quality and mature trees within a development area by providing credits toward required landscape components. Prohibited trees cannot be counted towards preservation tree credits. **[Amended 6-25-2015; 12-19-2022]**
- (1) Trees intended to be preserved shall be indicated on the site plan.
 - (2) To obtain credit, the preserved trees shall be arranged to meet the intent of this section, be of high quality, as confirmed by the City, and at least two-and-one-half-inch caliper in size for deciduous trees, six feet in height for evergreen trees.
 - (3) Each deciduous tree preserved that is between 2.5 inch to 7.9 inch caliper in size and evergreen tree that is between six feet to 19 feet shall be calculated as one required tree, two credits for deciduous trees with a caliper of eight inches or greater and evergreen trees greater than 19 feet.
 - (4) The landscape plan shall include a matrix that lists required trees and credits for preserved trees.
 - (5) During construction, tree protection fencing shall be placed 10 feet beyond the dripline of the tree. Unless space does not allow, in which case they shall at a minimum be placed at the dripline. The ground area within the fence line shall be maintained with vegetative landscape material or pervious surface cover. The Planning Commission may allow pedestrian pathways, driveways or parking within the dripline upon determination that the setback from the trunk of the tree is suitable to reasonably ensure protection of the tree and the public. Storage of soils or other materials within the dripline is prohibited.
 - (6) If trees are lost within three years after completion of the construction, the property owner shall replace with new trees equal to the number of tree credits granted.
 - (7) Tree credits may account for up to 50% of the required trees and be applied anywhere on the site.
- G. Greenbelts. A greenbelt shall be planted or preserved along public rights-of-way. The greenbelt is intended to provide a transition between the roadway and an existing or proposed land use. Greenbelts shall be provided in accordance with the following requirements:
- (1) The green belt plantings shall be planted within the required setback. Such plantings may be placed anywhere within the front yard if there is no front yard parking. **[Amended 6-25-2015]**

1000 feet away from any existing residential zone or use. Other sports field lighting may be approved by the Planning Commission after a determination that compliance with the standards in this article have been met to the greatest extent possible, and that all efforts possible were made to minimize any negative impacts to surrounding uses.

- (2) Swimming pools.
 - (3) Holiday decorations.
 - (4) Window displays without glare.
 - (5) Shielded pedestrian walkway lighting.
 - (6) Residential lighting with no off-site glare.
 - (7) Streetlights.
- F. Lamp or fixture substitution. Should any light fixture regulated under this section, or the type of light source therein, be changed after the permit has been issued, a change request must be submitted to the Planning Department for approval, together with adequate information to assure compliance with this chapter, which must be received prior to substitution.

§ 7-15.06. Waste receptacles.

- A. Waste receptacles, including dumpsters and compactors, shall be required in all multiple-family and nonresidential developments unless indoor facilities are provided as determined by the Planning Commission. These requirements do not apply to single-family residences
- B. When a property has multiple tenants waste receptacles may be shared if a signed agreement is submitted to the Planning Department. The agreement must include the following:
- (1) A statement which confirms trash production will not exceed the capacity of the dumpster on site.
 - (2) Signatures and indication of all parties involved. (Dumpster owner, dumpster leasers)
- C. All waste receptacles must be located within an enclosure meeting the following standards:
- (1) Waste receptacles shall have an enclosing lid or cover and be enclosed on three sides with a gate on the fourth side. The enclosure shall be constructed of brick or decorative masonry block material consistent with the principal building with a maximum height of six feet or at least one foot higher than the waste receptacle and spaced at least three feet from the waste receptacle. Suggested timber materials for the gate include Cedar, No. 2 Cedar rough sawn seasoned, Redwood, No. 2 Common Finish (S4S), Douglas Fir-larch or Southern Pine. Chain-link fencing with vinyl or wood strips is not acceptable screening material.
 - (2) Waste receptacle enclosures shall be located in the rear yard or non-required side yard, at least 10 feet from any nonresidential property line, combustible walls, or combustible roof eaves and in no case be less than 20 feet from any residential district.
 - (3) Waste receptacle enclosures shall be easily accessed by refuse vehicles without potential to damage automobiles parked in designated parking spaces.

- (4) The waste receptacle enclosure base shall be at least nine feet by six feet, constructed of six inches of reinforced concrete pavement. The base shall extend six feet beyond the waste receptacle pad or gate to support the front axle of a refuse vehicle.
 - (5) No refuse or trash shall be permitted to be stored higher than the waste receptacle enclosure.
- D. Waste Receptacle and Enclosure Maintenance. All waste receptacles, enclosures, and surrounding ground area shall be maintained in a neat and orderly appearance free of all trash. It shall be the responsibility of the owner or lessee of the dumpster, to maintain the waste receptacle, enclosure, and surrounding area so as not to create a blight condition or eyesore to the surrounding properties.

§ 7-15.07. Mechanical equipment.

- A. Mechanical equipment and utilities, including but not limited to blowers, ventilating fans, heating, ventilation and air-conditioning units (HVAC), water and gas meters, elevator housing, and tanks shall meet the following standards:
 - (1) Such equipment and utilities shall not be located in any front yard and shall be placed not closer than three feet to any lot line in the CBD Central Business District, and not closer than 12 feet to any lot line in all other districts.
 - (2) All such equipment shall be screened by a solid wall, fence, landscaping and/or architectural feature that is compatible in appearance with the principal building.
- B. Roof-mounted equipment shall not exceed a height of 10 feet above the surrounding roof surface, and shall occupy no more than 15% of the total roof area.
 - (1) When visible from the right of way or residential use, roof-mounted equipment must be screened from view. A solid wall, or other architectural feature, shall be utilized for screening.
- C. All roof-mounted mechanical units must be screened so they are not visible from ground level; even if not specifically addressed as part of site plan review.

procedures or projects on vehicles in any residential district, when such work is not conducted entirely within the interior of the vehicle, shall be subject to the following limitations:

- (1) All vehicles parked or being worked on outside shall be on an improved driveway surface, licensed, and operable.
- (2) Procedures exceeding 48 hours in duration or which require the vehicle to be inoperable in excess of 48 hours shall be conducted within an enclosed building.
- (3) Inoperable vehicles and vehicle parts shall be stored inside an enclosed building.

N. Parking of commercial vehicles.

- (1) Parking of commercial vehicles over two tons shall be prohibited in all Residential Districts; except this restriction shall not apply to essential public service vehicles.
- (2) It shall be unlawful for the owner, tenant, or lessee of any lot to permit the open storage or outdoor parking of semi-tractor (WB-50 or larger) trucks and/or semitrailers, bulldozers, earth carriers, cranes, or any other similar equipment or machinery, unless the storage or display of such vehicles is an approved use or unless the vehicles are temporarily parked while in use for approved construction on such lot.

O. The requirements of this section shall not apply to property located within the area zoned CBD-1 Central Business District. **[Added 12-19-2022]**

P. For the determination of the number of required parking spaces, outdoor seating area not in an enclosure suitable for year-round use shall not be included as part of the formula for the total number of required parking spaces. **[Added 12-19-2022]**

Q. Two options to decrease the number of required parking spaces for any new development are Parking Requirement Waivers and Parking Deferments. A potential applicant will work with the Planning Department to determine which option is most appropriate for their given situation.

- (1) Parking Requirement Waivers. An applicant may request a waiver from the Planning Commission of up to 50% of the minimum required off-street parking spaces upon demonstrating compliance with the following points:
 - (a) Site constraints limit the amount of parking that could be installed on site.
 - (b) A parking demand analysis or similar evidence shows that the proposed use(s) will not require the full number of parking spaces required.
- (2) Parking deferment. A smaller amount of parking may be approved by a finding by the Planning Commission that the required amount of parking is excessive, provided that the area to meet the full parking requirement is retained as open space. The site plan shall note the area where parking is being deferred with a dotted parking lot layout. If within a two-year period following issuance of a certificate of occupancy the Planning Commission determines based on observed use that the deferred parking is needed, then the parking shall be constructed by the applicant within six months of being informed in writing by the City Planner. The Planning Commission may require posting of a performance bond to cover the estimated construction cost of the deferred

parking with a refund in two years if the additional parking is not found to be necessary.

§ 7-16.02. Number of spaces required. [Amended 5-17-2012; 2-19-2018; 11-19-2018; 10-5-2020; 1-4-2021; 7-6-2021; 12-19-2022]

The minimum number of off-street parking spaces by type of use shall be determined in accordance with the following schedule.

Table 7.16.1: Parking Space Numerical Requirements	
GFA = Gross Floor Area UFA = Usable Floor Area	
Residential	
One-family dwellings	2 spaces per dwelling unit
Multiple-family dwellings	2 spaces for each dwelling unit having 2 or less bedrooms and 2 1/2 spaces for each dwelling unit having 3 or more bedrooms
Manufactured homes in a manufactured housing park	3 spaces for each mobile home site and 1 space for each employee of the mobile home park

Lapeer Construction Specifications or engineer's specifications and shall include: **[Amended 8-3-2020]**

- (1) Existing and proposed grades;
 - (2) Indication that stormwater runoff shall be accommodated on-site through approved drainage facilities, including catch basins, runoff calculations, pipe sizes and connections to existing drainage structures; and
 - (3) Indication of surface and base materials to be used during construction.
- B. Required parking lots shall be installed and completed within six months of receipt of a building permit and before issuance of an occupancy permit. The Planning Department may grant a single extension for an additional six months in the event of adverse weather conditions or unusual delays beyond the control of the property owner.
- C. All parking areas shall be maintained free of dust, trash, and debris. Surfacing, curbing, lighting fixtures, signs, and related appurtenances shall be maintained in good condition. The visibility of pavement markings delineating parking spaces and directional control shall be maintained.
- D. All off-street parking and loading facilities required by this article shall be maintained free of accumulated snow or standing water which prevents full use and occupancy of such facilities, except for temporary periods of no more than five days in the event of heavy rainfall or snowfall.
- E. Limits on excessive parking. In order to minimize excessive areas of pavement which reduces aesthetic standards and contribute to high rates of stormwater runoff, exceeding the minimum parking space requirements by more than 20% shall only be allowed with approval by the Planning Commission. In granting such additional space, the Planning Commission shall determine that such parking will be required, based on documented evidence, to accommodate the use on a typical day.
- F. Full compliance with current City Standards at time of re-surfacing. Any time a parking lot is re-striped it must come into full compliance with all standards within this ordinance.

§ 7-16.06. Off-street loading and unloading requirements.

- A. Compliance with the loading space regulations set forth herein shall be required in order to avoid interference with the public use of streets, alleys, parking areas, driveways, sidewalks, and other public areas.

- A. Device signs. Permanent signs on vending machines, ATMs, gas station pumps, or other containers indicating only the contents or purpose of such devices, provided that the sign area of each device shall not exceed three square feet and there are no more than one sign per device.
- B. Directional signs. The sign shall bear no advertising other than logos.
- C. Flags. Flags, provided there shall be no more than three flags per lot, the maximum size of each flag shall be 50 square feet, and the flag poles comply with relative height limitations.
- D. Employment signs. "Help wanted" signs soliciting employees for the place of business where posted, provided that the maximum area for all such signs shall not exceed six square feet.
- E. Enclosed signs. Any sign that is located completely within a building and is not visible from the outside.
- F. Historical signs. Plaques or signs designating a building or premises as a historic structure or premises not to exceed six square feet.
- G. Identification signs. Signs for the sole purpose of designating an assigned house number, owner name, occupant, or building name. Identification signs shall not be counted in the total sign area allowed on the premises; however, such signs in excess of one square foot in surface display area may be allowed as part of the total sign area otherwise allowed by this chapter.
- H. Incidental signs. Small signs, emblems, or decals informing the public of goods, facilities, or services available on the premises. The total of all such incidental signs shall not exceed two square feet.
- I. Nonconforming signs. Legal nonconforming signs existing on the effective date of the adoption of the chapter. Removal of the sign shall constitute an elimination of the nonconforming status.
- J. Noncommercial message sign. Consistent with the other requirements of this chapter, any permitted sign may contain a lawful noncommercial message. This does not apply to traffic signs, railroad crossing signs, danger or other emergency signs, and directional signs. **[Amended 12-7-2015; 12-19-2022]**
- K. Public signs. Public signs, authorized signs by a government body or public utility, including traffic signs, legal notices, railroad crossing signs, warnings of a hazard, and similar signs.

§ 7-17.03. Temporary signs.

The following regulations shall be applicable to all temporary signs placed or situated at any place other than inside a "building" as defined in this chapter. All temporary signs shall be in accordance with Table 7.17.1.

- A. Projection into right-of-way. No temporary sign shall be strung across any public right-of-way nor shall any temporary sign project beyond the property line except as authorized by the City Commission.

- B. Removal. Temporary signs shall be removed promptly at the end of the permitted period in Table 17.17.1. **[Amended 12-19-2022]**
- C. Damaged signs. Any temporary sign found by the Building Official to be in a torn, damaged in unsafe condition, or not properly maintained, shall be removed by the owner within three days after receipt of notice to do so from an Authorized City Official. **[Amended 12-19-2022]**

Table 7.17.1: Temporary Sign Regulations					
Type of Sign	Maximum Size	Maximum Height	Maximum Number	Permitted Duration and Other Requirements	
Temporary Signs Not Requiring a Permit					
Garage sale signs in residential districts	5 square feet	4 feet	1 per lot, 2 on corner lot (1 facing each street)	Shall be erected no more than 10 business days before and removed within 1 business day after the sale	
Small temporary signs in the R-1, R-2, R-3, RM-1, or RM-2 districts	5 square feet	4 feet	1 per lot, 2 on corner lot (1 facing each street)	Signs advertising a residential property for sale or lease may remain until the property is sold or leased. The sign must be removed within 14 days of all units or lots being sold or leased.	
Temporary Signs Requiring a Permit					
Banners and pennants	Discretion of the Building Official and considering the following:			May be erected 2 times per calendar year, for a maximum of 30 days each time	
	•	Must be securely attached to a building or structure			
Signs on an active construction site	64 square feet	15 feet	1 per lot, 2 on corner lot (1 facing each street)	1.	Shall be removed from premises within 30 days after issuance of the occupancy permit or temporary occupancy permit.
				2.	In the case of renovations (e.g. addition to a building) or maintenance or repair (e.g. roofing or siding), rather than the construction of a new building, the sign may have a maximum sign area of 16 square feet.
Temporary wall signs in the OS-1, B-1, B-2, B-3, CBD-1, I-1, or I-2 zoning districts	16 square feet	Wall sign not higher than building	1 per lot, 2 on corner lot (1 facing each street)	May be erected for a maximum of 30 consecutive days every 6 months	
Large free-standing temporary signs in the RM-1, RM-2, OS-1, B-1, B-2, B-3, CBD-1, I-1, or I-2 zoning districts	64 square feet	10 feet	1 per lot, 2 on corner lot (1 facing each street)	May be erected for 6 months in any one year period. Signs advertising a property for sale or lease may remain until the property is sold or leased. The sign must be removed within 7 days of all units or lots being sold or leased	

§ 7-17.04. Prohibited signs.

Table 7.17.2: Prohibited Signs
Any sign not expressly permitted.
String lights. Spinners, strings of light bulbs, pennants, or streamers, hung overhead to draw attention to a business or its merchandise on display. In no case does this restrict the use of string lights for holidays or religious events.

Table 7.17.3: Schedule of Sign Regulations

Type of Sign	Maximum Area	Height	Illumination	Number Permitted/ Other Provisions
Wall sign (see § 7-17.06A)	Total surface area of all wall signs placed on the front, side or rear of a building shall not exceed the greater of 10% of the area of the front face of the building or tenant space, or 1.5 square feet for each lineal feet of building frontage or tenant space	Must not exceed maximum building height in district. Must not be higher than wall upon which it is attached. Bottom of sign must be at least 8 feet above ground level or sidewalk.	Permitted	Must not extend beyond the ends of the wall on which it is attached. Sign may not be more than 12 inches thick, measured from the wall on which it is attached.
Awnings and canopies	Lettering shall not project above, below or beyond the physical dimensions of the awning or canopy.	Bottom of awning or canopy must be at least 7 feet above ground level or sidewalk.	Not permitted under awning or canopy, except for gas station canopy. Building-mounted lighting may indirectly illuminate the area above or below the awning or canopy.	Individual letters shall not be larger than 24 inches from top to bottom.
Directional signs	4 square feet per sign	4 feet maximum	Permitted	Determined by City Building Official

Table 7.17.3: Schedule of Sign Regulations

Type of Sign	Maximum Area	Height	Illumination	Number Permitted/ Other Provisions
Monument signs (see § 7-17.06B)	Areas zoned CBD-1: 20 square feet per side; 40 square feet total. Other areas: 80 square feet per side; 160 square feet total.	10 feet maximum and shall include the “base” of the sign for total sign height.	Permitted	1 per each side of parcel facing a street
Poster panel signs (sandwich signs, A-frames) (see § 7-17.06C)	7 square feet per side; 14 square feet total	3.5 feet maximum	Not permitted	—
Business center sign, including multiple tenant commercial or shopping centers and multiple tenant office buildings	64 square feet per sign face; 128 total square feet for both sides	Areas zoned CBD-1: 10 feet maximum. Other areas: 16 feet maximum.	Permitted	1 per business center. Individual businesses are not allowed to have individual monument signs. Must meet sign requirements.
Window signs	N/A	N/A	Not permitted, except for LED sign	All entry doors shall remain clear of all signs for public safety.
Projecting signs (see § 7-17.06D)	20 square feet per side; 40 square feet, total	Must not be higher than wall upon which it is attached. Bottom of sign must be at least 10 feet above ground level or sidewalk.	Permitted	Only permitted in the CBD-1 zoning districts. 1 per business, provided not within 20 feet of another projecting sign.

Table 7.17.3: Schedule of Sign Regulations

Type of Sign	Maximum Area	Height	Illumination	Number Permitted/ Other Provisions
Rear entry signs	Wall sign: 6 square feet; Projecting sign: 6 square feet per side; 12 square feet total.	Bottom of sign must be a minimum of 8 feet above the ground or sidewalk	Permitted	1 per business
Marquee signs (see § 7-17.06E)	10% of the wall, up to maximum of 100 square feet	Must not exceed building height in district. Must not be higher than building. Bottom of sign must be at least 8 feet above ground level or sidewalk.	Permitted	1 per parcel
Billboards (see § 7-17.06F)	175 square feet per side; 350 square feet total	See § 7-17.06F(2).	Permitted	Only allowed in the I-2 Zoning District. Must be on property fronting an expressway or state trunk line highway.

Table 7.17.3: Schedule of Sign Regulations

Type of Sign	Maximum Area	Height	Illumination	Number Permitted/ Other Provisions
Interstate corridor signs (see § 7-17.06G)	200 square feet per side (total signage = 400 square feet) with a maximum of 2 sides permitted. 250 square feet for two businesses and an additional 50 square feet for each business (tenant) thereafter and not to exceed 400 square feet each side.	20 feet for single tenant. 30 feet for multiple tenant	Permitted - internal and concealed only. Spotlighting is not permitted.	1 per every 1,000 linear feet, up to 2 sign structures per lot/parcel within 200 feet of I-69. Must be on property which is adjacent to the I-69 right-of-way.
Electronic or manual changeable message signs (see § 7-17.06H)	24 square feet	Per type of sign as listed above	Permitted	1 per parcel

§ 7-17.06. Additional provisions for Schedule of Sign Regulations in Table 7.17.3.**A. Wall signs.**

- (1) Materials required. All wall signs of a greater area than 50 square feet shall have a surface or facing of noncombustible material.
- (2) Limitation on placement. No wall sign shall cover wholly or partially any wall opening.
- (3) Supports and attachments. All wall signs shall be safely and securely attached to structural members of the building by means of metal anchors, bolts or expansion screws. In no case shall any wall sign be secured with wire, strips of wood or nails.
- (4) Wall sign area allowed. No single business shall be allowed more than 125sq ft of wall signage. When one of the following conditions are met, an applicant may apply for an additional 50sq ft of wall signage.
 - (a) Primary structure is setback more than 175' from the front lot line.
 - (b) Primary structure front face is greater than 1,300sq ft

B. Monument signs. [Amended 5-17-2012]

- (8) Quality. Hand-lettered or stenciled sign faces are prohibited, with the exception of restaurant daily specials. All sign faces shall be professionally created in conformance with the specifications for sidewalk signs adopted by the City of Lapeer Downtown Development Authority.

D. Projecting signs.

- (1) Construction. Every part of a projecting sign, with a total surface area greater than 10 square feet, shall be constructed of noncombustible material.
- (2) Movable parts to be secured. Any movable part of a projecting sign, such as the cover of a service opening, shall be securely fastened by chains or hinges.
- (3) Thickness limitation. The distance measured between the principal faces of any projecting sign shall not exceed 18 inches.
- (4) Projection over public property. No projecting sign may project beyond the property line unless approved by the City.
- (5) Bracing, anchorage and supports. Projecting signs of a greater total surface area than 10 square feet or 50 pounds in weight shall not be attached to nor supported by frame buildings nor the wooden framework of a building. All projecting signs shall be thoroughly secured to the building by iron or other metal anchors, bolts, supports, rods or braces.
- (6) Projecting signs must be constructed out of durable, weather resistant materials such as aluminum, steel, or high-grade plastics. Acceptable high-grade plastics include acrylic, polycarbonate, high density polyethylene, PVC, PETG, or equivalent materials with comparable strength and durability.

E. Marquee signs.

- (1) Material required. Every marquee sign, including the upright supports and braces thereof, shall be constructed entirely of noncombustible materials.
- (2) Bracing, anchorage and supports. Every marquee sign shall be thoroughly secured to the building by iron or metal anchors, bolts, supports, rods or braces.

F. Billboards.

- (1) Minimum lot size. Such signs shall be allowed on premises with a minimum total area of one acre and a minimum dimension of 200 feet on any one side (based on the deed or recorded legal description).
- (2) Height. Such signs shall comply with the height limitations and with the front, rear, and side setback provisions of the I-2 zoning district.

G. Interstate corridor signs (ICS). **[Added 4-17-2017]**

- (1) Placement. All Interstate Corridor Signage (ICS) must be located along Interstate-69 (I-69) and shall be no closer than a distance that is equal to or greater than the height of the sign (20 feet to 30 feet) and set back from the interstate right-of-way (ROW). An ICS 20 feet tall or less must maintain a minimum distance of 20 feet from the I-69 ROW. The interstate ROW includes all entrance and exit ramps on to I-69. Setbacks

of the sign elements within a parallelogram or rectangle.

- (3) The area of a double-faced monument sign shall be computed using only one face of the sign, provided that: the outline and dimensions of both faces are identical; and the faces are back to back so that only one face is visible at any given time.
 - (4) Window sign regulation shall not include season drawings or other graphics not related to signage. **[Amended 12-19-2022]**
- I. City official may periodically inspect signs for compliance. **[Added 12-19-2022]**
 - J. Removal of Sign Copy Following Business Closure. Within one year of business closure, sign contents must be removed from all sign cabinets or sign structures and replaced with either a blank panel or advertising content, as determined by an Authorized City Official. The sign structures may remain.

§ 7-17.10. Legal nonconforming signs.

- A. Any sign legally existing at the time of adoption of these regulations which does not comply with all provisions shall be considered a legal nonconforming sign and may be permitted to continue if the sign is properly maintained and not detrimental to the health, safety and welfare of the community. **[Amended 5-17-2012]**
- B. Subject to exceptions below, any legal nonconforming signs may be continued in operation and maintained after the effective date of these regulations, provided that the signs shall not be: **[Amended 5-17-2012]**
 - (1) Structurally altered so as to extend their useful life;
 - (2) Expanded;
 - (3) Moved to another location on the original site or on a different site;
 - (4) Reestablished after damage of more than 50% of the value at the time of such damage or destruction;
 - (5) Modified in any way that would increase the degree of nonconformity of such sign.
- C. When a sign or sign structure is removed or destroyed, replacement signs and sign structures must comply with the current standards, except for the purpose of sign maintenance or repair: **[Added 5-17-2012]**
 - (1) A nonconforming sign or sign structure may be removed temporarily to perform sign maintenance or sign repair, not to exceed 50% of the current market value of the existing sign structure.
 - (2) In order to preserve the nonconforming sign status, the person removing the sign must inform the Building Official in writing before the sign is removed. If the responsible party fails to provide written notification, any re-erected sign will be considered a new sign.
- D. Abandonment or obsolescence of a nonconforming sign shall terminate immediately the right to maintain such a sign.



ITEM H-1

Meeting Date: November 17, 2025
Department: City Manager
Requestor: Mike Womack, City Manager
Agenda Item: 425 Agreement Amendment with Mayfield Twp.

RECOMMENDATION (motion):

Set a Public Hearing at the next Regular Meeting on December 1, 2025, for the purposes of considering an Amendment to the existing 425 Agreement between the City of Lapeer and Mayfield Twp., which would add Parcel Id: 014-031-003-12 into the existing 425 Agreement.

AGENDA ITEM INFORMATION:

The Woodbridge Park neighborhood developer has identified a tiny sliver of land that was never brought into the City under the existing 425 Agreement. The developer would like to develop several new homes which would straddle the property line where this parcel is located.

Without adding this property into the 425 Agreement, it would be very unlikely or impossible to develop these homes. Under this proposed agreement, both the City and Township will see a small increase in property tax revenue and several new homes can be built. Representatives from both the City and Township have tentatively agreed to the attached draft proposal, but we are both required to hold a public hearing prior to approval of the agreement.

Budgeted Amount:	N/A	Funds Requested:	N/A
Funding Source:		CIP Project #:	
		Budget Amendment Needed:	
# of Bids/Quotes Obtained:		Budget Amendment Attached:	
Explanation:			

CITY OF LAPEER
Lapeer County, Michigan
2025-_____

**RESOLUTION APPROVING AMENDMENT TO CITY OF
LAPEER – TOWNSHIP OF MAYFIELD CONTRACT FOR
CONDITIONAL TRANSFER OF PROPERTY TO ADD
ADDITIONAL PROPERTY**

At a Regular Meeting of the City Commission of the City of Lapeer, Lapeer County,
State of Michigan, held on the ____ day of _____, 2025, at 6:30 o'clock p.m., local time.

PRESENT:

ABSENT:

The following preamble and resolution were offered by Commission member
_____ and supported by Commission member _____.

WHEREAS the City of Lapeer and Mayfield Township are parties to an Contract for
Conditional Transfer of Property (the “Act 425 Agreement”) effective as of September 5, 2001.
The Act 425 Agreement was entered into pursuant to Michigan Act 425 of 1984 (“Act 425”).

WHEREAS pursuant the Act 425 Agreement the following described land (the
“Transferred Property”) that was located within Mayfield Township was transferred to the City
of Lapeer.

PARCEL A

Part of the East half of the Southeast quarter of Section 31, Town 8 North, Range 10 East, Mayfield Township, Lapeer County, Michigan, described as beginning at a point on the East section line that is South 00 degrees 42 minutes 56 seconds East 164.05 feet from the East quarter corner of said Section 31; thence continuing along said line, South 00 degrees 42 minutes 56 seconds East 1443.67 feet; thence South 89 degrees 54 minutes 08 seconds West 33.00 feet; thence South 00 degrees 42 minutes 56 seconds East 210.49 feet; thence along a line parallel to and 837.52 feet Northerly of the South section line, South 89 degrees 37 minutes 40 seconds West 222.37 feet; thence North 00 degrees 22 minutes 20 seconds West 400.00 feet; thence South 89 degrees 37 minutes 40 seconds West 435.60 feet; thence South 00 degrees 22 minutes 20 seconds East 400.00 feet; thence along a line parallel to and 837.52 feet Northerly of the South section line, South 89 degrees 37 minutes 40 seconds West 633.55 feet; thence along the Easterly line as occupied of Westbrook No. 2, as recorded in Liber 006, Pages 44 and 45, North 01 degree 16 minutes 00 seconds West 1646.99 feet; thence North 89 degrees 19 minutes 14 seconds East 1340.34 feet to the point of beginning. The above described parcel contains 46.32 acres more or less.

PARCEL B

Outlots A and B of Greenview Subdivision, according to the plat thereof, as recorded in Liber 2, Page 6 of Lapeer County Plat Records; and part of the South 50 acres of the Northwest fractional $\frac{1}{4}$ of Section 31, and part of the West 80 acres of the Southwest fractional $\frac{1}{4}$ of Section 31, T8N-R10E, Mayfield Township, Lapeer County, Michigan, described as: Beginning at a point on the East-West $\frac{1}{4}$ line of Section 31, that is South 89 degrees 24 minutes 03 seconds East 232.74 feet from the West $\frac{1}{4}$ corner of Section 31; thence South 00 degrees 07 minutes 54 seconds West 103.10 feet to the Northeast corner of Lot 1 of Greenview Subdivision; thence South 00 degrees 13 minutes 52 seconds West 2213.89 feet along the East line of said Greenview Subdivision to the Southeast corner of Lot 21; thence North 89 degrees 15 minutes 36 seconds West 33.24 feet; thence South 00 degrees 14 minutes 24 seconds West 159.18 feet; thence South 89 degrees 12 minutes 14 seconds East 328.00 feet; thence South 00 degrees 14 minutes 24 seconds West 165.00 feet to the South line of Section 31; thence South 89 degrees 12 minutes 14 seconds East 264.00 feet along the South line of Section 31; thence North 00 degrees 14 minutes 24 seconds East 165.00 feet; thence South 89 degrees 12 minutes 14 seconds East 526.75 feet; thence North 00 degrees 14 minutes 24 seconds East 2479.93 feet; thence South 89 degrees 24 minutes 03 seconds East 732.24 feet along the East-West $\frac{1}{4}$ line to the center of said Section 31, as occupied; thence North 00 degrees 23 minutes 38 seconds West 1072.49 feet along the North-South $\frac{1}{4}$ line; thence North 89 degrees 22 minutes 00 seconds West 1577.75 feet; thence South 00 degrees 05 minutes 56 seconds West 485.56 feet; thence North 89 degrees 22 minutes 00 seconds West 232.07 feet; thence South 00 degrees 06 minutes 12 seconds West 210.30 feet; thence North 89 degrees 26 minutes 59 seconds West 233.00 feet to the West line of Section 31; thence South 00 degrees 00 minutes 39 seconds East 66.00 feet along the West line of Section 31; thence South 89 degrees 27 minutes 16 seconds East 233.23 feet; thence South 00 degrees 03 minutes 45 seconds East 207.24 feet; thence South 00 degrees 07 minutes 54 seconds West 104.36 feet to the point of the beginning. Contains 106.0 acres more or less. Reserving therefrom that part used, taken or deeded for Millville and Oregon Roads, so-called.

WHEREAS pursuant to the Act 425 Agreement, the Transferred Property was transferred to the City of Lapeer to allow for the City of Lapeer to provide water and sewer services to certain areas within Mayfield Township in an effort to further the economic well being of the City of Lapeer and Mayfield Township.

WHEREAS the following described property is located in Mayfield Township adjacent to the Transferred Property (the "Additional Property"). The Additional Property is described for tax purposes as:

PART OF THE E 1/2 OF SEC 31 T8N- R10E, MAYFIELD TOWNSHIP, LAPEER COUNTY, MICHIGAN; BEG AT A POINT ON THE W LINE OF LUXINGTON DR, SAID POINT ALSO ON A LINE BETWEEN CITY OF LAPEER AND TOWNSHIP OF MAYFIELD, BEING DISTANCE S 00 35 59 E 164.05 FT AND S 89 26 11 W 179.07 FT FROM E 1/4 COR SEC 31; TH S 89 26 11 743.53 FT; TH N 01 09 03 W 12.15 FT TO S LINE OF WOODBRIDGE PARK AVE; TH N 88 50 57 E 144.66 FT; TH 21.92 FT ALONG A CURVE TO THE LEFT, RADIUS 260.00 FT, DELTA ANGLE 04 49 48, CHORD BEARING N 86 26 03 E 21.91 FT; TH N 84 01 09 E 364.99 FT; TH 145.52 FT ALONG A CURVE TO THE LEFT, RADIUS 260.00 FT, DELTA ANGLE 32 04 01, CHORD BEARING N 67 59 09 E 143.62 FT TO SAID W LINE OF LUXINGTON DR; TH S 44 40 25 E 57.0-0 FT; TH 73.44 FT ALONG A CURVE TO THE RIGHT, RADIUS 200.00 FT; DELTA ANGLE 21. 02 25, CHORD BEARING S 34 09 12 E 73.03 FT TO POB. CONT 0.63 ACRE, SPLIT FOR 2021 NDH.

Parcel Id: 014-031-003-12

WHEREAS adding the Additional Property to the Act 425 Agreement would allow THE City of Lapeer to provide services to the Additional Property, including water and sewer, to encourage housing and/or commercial development.

WHEREAS pursuant to MCL §124.24 on _____, 2025 the City of Lapeer conducted a public hearing regarding potentially amending the Act 425 Agreement for the purpose of adding the Additional Property to the property transferred from the Township of Mayfield to the City of Lapeer.

WHEREAS, more than 30 days have passed since the public hearing and a petition for referendum has not been filed with the clerk as permitted by MCL §124.25.

WHEREAS at the City Commission for the City of Lapeer believes it is in the best interest of the City of Lapeer to amend the Act 425 Agreement for the purpose of adding the Additional Property to the property transferred from the Township of Mayfield to the City of Lapeer.

NOW, THEREFORE, BE IT RESOLVED if approved by the Mayfield Township Board of Trustees that the Act 425 Agreement shall be amended as follows:

- (1) To add the Additional Property to the property transferred from the Township of Mayfield to the City of Lapeer.
- (2) The amendment of the Act 425 Agreement shall not extend the current term of the Act 425 Agreement, which expires on or about September 5, 2071, unless renewed as permitted under the law.
- (3) The City shall pay the Township the Township's full millage rate for the

assessed value of the Additional Property by March 1st following the collection of said taxes. The City shall retain the difference between the City's Millage rate and the Township's Millage rate with respect to the Additional Property. If a taxable parcel is located within the Transferred Property and the Additional Property, assessments shall be distributed between the City and the Township as provided for above for the Additional Property.

NOW, THEREFORE, BE IT FURTHER RESOLVED the City of Lapeer City of Manager has authority to sign an amendment to the Act 425 Agreement on behalf of the City of Lapeer as approved herein.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED _____, 2025.

Romona Sanchez
City of Lapeer Clerk



ITEM H-2

Meeting Date: November 17, 2025
Department: City Manager
Requestor: Mike Womack, City Manager
Agenda Item: Genesee St Road Diet proposal

RECOMMENDATION (motion):

Set a Public Hearing at the next Regular Meeting on December 1, 2025, for the purposes of considering the installation of a road diet on Genesee St. between M24 and Saginaw Streets.

AGENDA ITEM INFORMATION:

The City Commission has previously discussed the installation of a pedestrian crossing safety island, which would be installed in the middle of Genesee St. roughly between Cramton Park and the Hungry Howie's business on the north side of the road. While ROWE Engineering did a study to show that it could work and would be appropriate under the circumstances, their proposal would require that the road become a 3-lane road, similar to what was completed on Genesee on the west side of M24. The Commission seemed to favor the pedestrian crossing but expressed concerns about the installation of a permanent island without knowing whether the safety island would create problems for drivers turning left (southbound) onto M-24 from Genesee.

ROWE and City Staff discussed those concerns and have developed an alternative option that would allow the City to gauge the effects of a road diet and pedestrian crossing on a temporary basis.

The City is preparing to complete an overhaul of the Genesee Street bridge, located between Bentley and Higley Streets, that project is scheduled to be completed likely during the Summer of 2026. As part of that project, the City can repaint the Genesee St. traffic lines into a road diet and install a temporary pedestrian crossing safety island at the proposed location. The following year, Summer of 2027, the City will then be completing a significant watermain project throughout Genesee St. which will require resurfacing of large portions of the road surface. That resurfacing would present an excellent opportunity to install a permanent pedestrian safety traffic island and paint the traffic lines permanently as a road diet if the City is satisfied with the previous year's use and turning movements. Or, if unsatisfied with the road diet and temporary pedestrian safety island, those could be removed as part of the 2027 project.

Due to grant funding obtained for these projects, we are required to hold a public hearing related to the proposed change from 4-lanes down to 3-lanes via a road-diet. I would anticipate that staff will request a Resolution in support following the public hearing.

Budgeted Amount:	N/A	Funds Requested:	N/A
Funding Source:		CIP Project #:	
		Budget Amendment Needed:	
# of Bids/Quotes Obtained:		Budget Amendment Attached:	

If you require assistance accessing this information or require it in an alternative format, contact the Michigan Department of Transportation's (MDOT) Americans with Disabilities Act (ADA) coordinator at Michigan.gov/MDOT-ADA.

Public Involvement

The public involvement process allows transportation officials to make project decisions that balance engineering and transportation needs with social, economic, and natural environmental factors. During the process, a wide range of partners including the public, businesses, interest groups, and agencies at all levels of government provide input into project and environmental decisions. [23 CFR § 771.105\(c\)](#)

PUBLIC INVOLVEMENT PROCEDURES MUST:

- Be coordinated before and during the NEPA process, not after.
- Be in person, virtual or a combination of both.
- Give reasonable notice (two weeks or greater) and hold at a convenient time and location situationally to the members of the public impacted by the project.
- Provide documentation that includes degree of involvement from the public, comments about the project and any mitigation, and describe steps to resolve any controversy.

ACTIONS THAT REQUIRE PUBLIC INVOLVEMENT

This is not a complete list. Work with your NEPA coordinator to determine if your project should have public involvement.

- Road diets
- Roundabouts
- Change in traffic pattern (one to two-way, active traffic management)
- Right-of-way (ROW) acquisition with displacements
- Taking of 4(f)/6(f) property (permanent fee ROW of parks/recreation/historic)
- New roads
- Detours lasting more than one construction season
- Substantial changes to layout or functions of connecting roadways (permanent closures, some new alignments)
- Substantial adverse impact on abutting property (removing street parking or pedestrian bridges)
- Significant controversy
- Potential negative community impact

What is?

Significant Controversy

Substantial public or agency opposition to a proposed project based on any grounds. Significant controversy is not just considered a few complaints, but an extensive disagreement from multiple parties over an action that impacts social, economic, or natural environmental factors. NEPA decision making through controversy is worked out by meaningful public involvement, design progression and documentation of community engagement and impacts.

Community Impacts

Identifying and addressing the effects and consequences that a particular project has on the social, economic, and environmental aspects of a community.

Resources

Public Involvement/Controversy

- [Promising Practices For Meaningful Public Involvement In Transportation Decision-Making](#)
- [MDOT's Guidance on Virtual Public Involvement for Federal-aid Projects](#)
- [Additional FHWA Information on Public Involvement](#)
- [Virtual Public Involvement](#)
- [Public Involvement and its Role in Project Development](#)

Documentation

If public involvement is required, documentation should include a meeting notice/advertisement for public meetings, public comments received, agendas, minutes, sign-in sheets, websites, PowerPoint presentations and any other documents that demonstrate public involvement for a specific project. Metropolitan Planning Organization (MPO) committee meetings do not qualify for the type of targeted and local public involvement required for the types of work listed in this section.

Important: If you are unsure if your project has significant controversy or adverse community impacts, ask your MDOT LAP NEPA coordinators.



ITEM J-1

To: Mayor and City Commission
Date: November 17, 2025
RE: Boards & Commissions Appointments

MAYORAL APPOINTMENT

BOARD OR COMMISSION	MEMBER NAME	CURRENT TERM EXPIRES	TERM LENGTH	NEW TERM EXPIRATION	COMMENTS Re: STATUS
County Center Board	Vacancy	Jan 1, 2026	1 Year		Awaiting Recommendation
Downtown Development Authority	Gerald Gaecke	Jan 1, 2026	4 Year	Jan 1, 2030	Re-appointment Recommendation
EDC/TIFA/Brownfield Redevelopment Authority	Vacancy	Jun 1, 2027	6 Year		Awaiting Recommendation
Local Finance Development Authority	Vacancy	Aug 1, 2027	4 Year		Board Recommends Reappointment
Local Officers Compensation Commission	Vacancy	Oct 1, 2030	5 Year		Awaiting Recommendation

COMMISSION APPOINTMENTS

BOARD OR COMMISSION	MEMBER NAME	EXPIRATION	TERM LENGTH	NEW TERM EXPIRATION	COMMENTS Re: STATUS
Board of Review	Cathy Malmrose	Jan 1, 2026	3 Year	Jan 1, 2029	Re-appointment Recommendation
Board of Review	Vacancy - Alternate	Jan 1, 2026	3 Year		Awaiting Recommendation
Lapeer Building Authority	Vacancy Vacancy	Jun 1, 2027 Jun 1, 2028	3 Year		Awaiting Recommendation
Prison Liaison Committee	Vacancy	Apr 1, 2026	3 Year		Awaiting Recommendation
Zoning Board of Appeals	Vacancy – Alternate Vacancy – Alternate	Apr 1, 2027 Apr 1, 2028	3 Year 3 Year		Awaiting Recommendation

The following residents have applied to a Board or Commission:

Board/Commission:	Name:	Date Application Submitted:
Board of Review	Catherine Malmrose	11/04/2025
Downtown Development Authority	Gerald Gaecke	10/30/2025

AGENDA ITEM REVIEW

Meeting Date: November 17, 2025

Date Reviewed: November 12, 2025

Reviewed By: City Clerk's Office



Application for Boards and/or Commissions

Please complete, sign and date the application and return to:
 City Clerk's Office, 576 Liberty Park, Lapeer, MI 48446
 810-664-5231
 Email: clerk@ci.lapeer.mi.us

☐ Accuracy Board	☐ Downtown Development Authority	☐ Lapeer Neighborhoods, Inc.
☒ Board of Review	☐ Economic Development Corporation / Tax Increment Financing Authority / Brownfield Redevelopment Authority	☐ Local Development Finance Authority
☐ Cemetery Board	☐ Greater Lapeer Transportation Authority	☐ Local Officers Compensation Commission
☐ Center for the Arts of Greater Lapeer	☐ Income Tax Board of Review	☐ Park Board
☐ Construction Board of Review	☐ Lapeer Building Authority	☐ Planning Commission
☐ County Center Board	☐ Lapeer Housing Commission	☐ Zoning Board of Appeals
☐ District Library Board	☐ Lapeer Housing Board of Appeals	

Please tell us why you wish to serve on this Board or Commission; describe your relevant experience; and what do you feel you can contribute to the Board or Commission:

Because collecting property tax is part of what makes the city work smoothly. I enjoy understanding the process and personally invested 781,000.00 between 2017 and 2021 (though it's still ongoing).
 I love the people of Lapeer and want to see this city THRIVE.

Applicant Information:

Print Name: Catherine Malmrose
 (First) (Last)

Street Address: F.

Home Phone: Cell Phone:

Email:

Employer: Owner / Self Occupation: Retired / RE Investor

Educational Background: Bachelors in Education

Community Activities and/or Work Experience: I've been thru the RE buy / sell process 47 times so far in 4 different areas

[Signature]
 Signature

11-4-25
 Date

Thank you for your interest in serving on one of our Boards or Commission. All information on this application is public information and subject to disclosure in response to public records request made pursuant to the Freedom of Information Act.

NOV 4 2025

CITY MANAGER
 LAPEER, MI

BOARD OF REVIEW

Charter 9.6: members need to be
“freeholders” of the City: which is
interpreted as “an estate in land.”

TERM

DATE

3 MEMBERS

ENDS

TERM

APPOINTED

CATHY MALMROSE	634 LIBERTY ST	LAPEER, MI 48446	JAN 1, 2026	3 YEAR	07-15-19;2-17- 2020; 12-19-22
----------------	----------------	---------------------	----------------	--------	----------------------------------

From: [Kim Hodge](#)
To: [Gerald Gaecke](#)
Cc: [James Alt](#); [Dana Jansen](#); [Romona Sanchez](#)
Subject: RE: DDA Reappointment - January 1 2026
Date: Thursday, October 30, 2025 9:11:03 AM
Attachments: [image001.png](#)

Thank you Gerald. I'll forward this to the Clerk's office.

Kim Hodge

Office Coordinator



Planning Department

576 Liberty Park, Lapeer, MI 48446

810-664-4553 / khodge@ci.lapeer.mi.us

From: Gerald Gaecke <ggaecke@gmail.com>
Sent: Thursday, October 30, 2025 9:05 AM
To: Kim Hodge <KHodge@ci.lapeer.mi.us>
Cc: James Alt <james@lapeerdda.com>
Subject: Re: DDA Reappointment - January 1 2026

Yeah,

I'd like to be reappointed for the full term.

Thanks,
G

On Thu, Oct 30, 2025 at 8:38 AM Kim Hodge <KHodge@ci.lapeer.mi.us> wrote:

Gerald – The City Clerk's office has notified me the term on the DDA for the seat you were recently appointed to fill is technically expiring as of January 1, 2026. Please confirm you would like to be reappointed for an additional term in this seat so the City Commission can reappoint you for a full term.

Thanks.

Kim Hodge

Office Coordinator



Planning Department

576 Liberty Park, Lapeer, MI 48446

810-664-4553 / khodge@ci.lapeer.mi.us

--

Thanks,

Gerald Gaecke

Tech by Day, Trails by Weekend

www.linkedin.com/in/ggaecke/

Cell: 248.804.9932

13 MEMBERS		DOWNTOWN DEVELOPMENT AUTHORITY		TERM ENDS	TERM	DATE APPOINTED
GERALD GAECKE	85 ROSEMARY ST	LAPEER, MI 48446	JAN 1, 2026	4 YEAR		10-06-25



ITEM K-1

To: Mayor and City Commission
Date: November 17, 2025
RE: MONTHLY OPERATIONAL REPORTS

CITY DEPARTMENTS:

- 1. BUILDING DEPARTMENT**
- 2. FINANCIAL SERVICES DEPARTMENT**
 - A. ASSESSING DIVISION
 - B. INCOME TAX DIVISION
 - C. ACCOUNTING/DATA PROCESSING DIVISION
- 3. FIRE AND RESCUE DEPARTMENT**
- 4. HOUSING AND NEIGHBORHOOD DEVELOPMENT DEPARTMENT**
 - A. LAPEER HOUSING COMMISSION (LHC)
 - B. LAPEER NEIGHBORHOOD'S INC (LNI)
- 5. PLANNING DEPARTMENT**
 - A. DEVELOPMENT ACTIVITIES
- 6. POLICE DEPARTMENT**
 - A. POLICE
 - B. ORDINANCE ENFORCEMENT
 - C. PARKING DIVISION
- 7. PUBLIC WORKS DEPARTMENT**
 - A. SEWER UTILITY DIVISION
 - B. STREET DIVISION
 - C. WATER DIVISION
 - D. WASTEWATER DIVISION
- 8. CITY CLERK'S OFFICE**
 - A. CEMETERY / VOTER INFORMATION
 - B. MARIJUANA MONTHLY REPORT
- 9. PARKS, RECREATION & CEMETERY DEPARTMENT**

AGENDA ITEM REVIEW

Meeting Date: November 17, 2025

Date Reviewed: November 12, 2025

Monthly Rental Certificates

BUILDING DEPARTMENT
576 LIBERTY PARK
LAPEER, MI 48446
810-245-9621

11/05/2025

ITEM K-1-1

Property Address	Holder Name	Certificate Number	Status	Date Issued	Date Expires	Total Amount
47 POPE ST 3	CICCONE, ROCCO & PHYLLIS	CR25-0524	Certified	10/15/2025	05/26/2027	140.00
47 POPE ST 5	CICCONE, ROCCO & PHYLLIS	CR25-0526	Certified	10/15/2025	05/26/2027	140.00
47 POPE ST 6	CICCONE, ROCCO & PHYLLIS	CR25-0527	Certified	10/15/2025	05/26/2027	140.00
1126 MICHIGAN ST	SUMNER, DANE & AMIE	CR25-0893	Certified	10/14/2025	10/08/2027	150.00
1136 MICHIGAN ST	SUMNER, DANE & AMIE	CR25-0894	Certified	10/14/2025	10/08/2027	50.00
1230 JEFFERSON ST	SUMNER, DANE & AMIE	CR25-0895	Certified	10/14/2025	10/08/2027	150.00
907 MONROE ST	ERKFITZ, JUDITH	CR25-0897	Certified	10/09/2025	10/15/2027	150.00
377 S ELM ST	BAXTER, JOHN B	CR25-0922	Certified	10/20/2025	02/20/2027	150.00
891 ROLLING HILLS LN CLUBHOU	RH INVESTMENTS, LLC	CR25-0923	Certified	10/07/2025	10/05/2027	150.00
761 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0924	Certified	10/07/2025	10/05/2027	50.00
761 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0925	Certified	10/07/2025	10/05/2027	50.00
765 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0926	Certified	10/07/2025	10/05/2027	50.00
765 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0927	Certified	10/07/2025	10/05/2027	50.00
771 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0928	Certified	10/07/2025	10/05/2027	50.00
771 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0929	Certified	10/07/2025	10/05/2027	50.00
775 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0930	Certified	10/07/2025	10/05/2027	50.00
775 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0931	Certified	10/07/2025	10/05/2027	50.00
785 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0932	Certified	10/07/2025	10/05/2027	50.00
785 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0933	Certified	10/07/2025	10/05/2027	50.00
789 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0934	Certified	10/07/2025	10/05/2027	50.00
789 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0935	Certified	10/07/2025	10/05/2027	50.00
795 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0936	Certified	10/30/2025	10/05/2027	50.00
795 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0937	Certified	10/07/2025	10/07/2027	50.00

Property Address	Holder Name	Certificate Number	Status	Date Issued	Date Expires	Total Amount
799 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0938	Certified	10/07/2025	10/05/2027	50.00
799 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0939	Certified	10/07/2025	10/05/2027	50.00
807 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0940	Certified	10/07/2025	10/05/2027	50.00
807 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0941	Certified	10/07/2025	10/05/2027	50.00
811 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0942	Certified	10/07/2025	10/05/2027	50.00
811 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0943	Certified	10/07/2025	10/05/2027	50.00
817 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0944	Certified	10/07/2025	10/05/2027	50.00
817 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0945	Certified	10/07/2025	10/05/2027	50.00
821 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0946	Certified	10/07/2025	10/05/2027	50.00
821 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0947	Certified	10/07/2025	10/05/2027	50.00
839 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0948	Certified	10/07/2025	10/05/2027	50.00
839 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0949	Certified	10/07/2025	10/05/2027	50.00
845 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0950	Certified	10/07/2025	10/05/2027	50.00
845 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0951	Certified	10/07/2025	10/05/2027	50.00
851 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0952	Certified	10/07/2025	10/05/2027	50.00
851 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0953	Certified	10/07/2025	10/05/2027	50.00
855 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0954	Certified	10/07/2025	10/05/2027	50.00
855 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0955	Certified	10/07/2025	10/05/2027	50.00
863 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0956	Certified	10/07/2025	10/05/2027	50.00
863 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0957	Certified	10/07/2025	10/05/2027	50.00
867 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0958	Certified	10/07/2025	10/05/2027	50.00
867 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0959	Certified	10/07/2025	10/05/2027	50.00
871 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0960	Certified	10/07/2025	10/05/2027	50.00
871 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0961	Certified	10/07/2025	10/05/2027	50.00
872 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0962	Certified	10/07/2025	10/05/2027	50.00
872 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0963	Certified	10/07/2025	10/05/2027	50.00
875 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0964	Certified	10/07/2025	10/05/2027	50.00
875 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0965	Certified	10/07/2025	10/07/2027	50.00
876 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0966	Certified	10/07/2025	10/05/2027	50.00
876 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0967	Certified	10/07/2025	10/05/2027	50.00

Property Address	Holder Name	Certificate Number	Status	Date Issued	Date Expires	Total Amount
881 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0968	Certified	10/07/2025	10/05/2027	50.00
881 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0969	Certified	10/07/2025	10/05/2027	50.00
885 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0970	Certified	10/07/2025	10/05/2027	50.00
885 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0971	Certified	10/07/2025	10/05/2027	50.00
911 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0972	Certified	10/07/2025	10/05/2027	50.00
911 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0973	Certified	10/07/2025	10/05/2027	50.00
914 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0974	Certified	10/07/2025	10/05/2027	50.00
914 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0975	Certified	10/07/2025	10/05/2027	50.00
915 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0976	Certified	10/07/2025	10/05/2027	50.00
915 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0977	Certified	10/07/2025	10/05/2027	50.00
918 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0978	Certified	10/07/2025	10/05/2027	50.00
918 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0979	Certified	10/07/2025	10/05/2027	50.00
919 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0980	Certified	10/07/2025	10/05/2027	50.00
919 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0981	Certified	10/07/2025	10/05/2027	50.00
920 GOLFVIEW LN 1	RH INVESTMENTS, LLC	CR25-0982	Certified	10/07/2025	10/05/2027	50.00
920 GOLFVIEW LN 2	RH INVESTMENTS, LLC	CR25-0983	Certified	10/07/2025	10/05/2027	50.00
921 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0984	Certified	10/07/2025	10/05/2027	50.00
921 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0985	Certified	10/07/2025	10/05/2027	50.00
924 GOLFVIEW LN 1	RH INVESTMENTS, LLC	CR25-0986	Certified	10/07/2025	10/05/2027	50.00
924 GOLFVIEW LN 2	RH INVESTMENTS, LLC	CR25-0987	Certified	10/07/2025	10/05/2027	50.00
925 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0988	Certified	10/07/2025	10/05/2027	50.00
925 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0989	Certified	10/07/2025	10/05/2027	50.00
926 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0990	Certified	10/07/2025	10/05/2027	50.00
926 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0991	Certified	10/07/2025	10/05/2027	50.00
928 GOLFVIEW LN 1	RH INVESTMENTS, LLC	CR25-0992	Certified	10/07/2025	10/05/2027	50.00
928 GOLFVIEW LN 2	RH INVESTMENTS, LLC	CR25-0993	Certified	10/07/2025	10/05/2027	50.00
929 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0994	Certified	10/07/2025	10/05/2027	50.00
929 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0995	Certified	10/07/2025	10/05/2027	50.00
930 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-0996	Certified	10/07/2025	10/05/2027	50.00
930 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-0997	Certified	10/07/2025	10/05/2027	50.00

Property Address	Holder Name	Certificate Number	Status	Date Issued	Date Expires	Total Amount
932 GOLFWVIEW LN 1	RH INVESTMENTS, LLC	CR25-0998	Certified	10/07/2025	10/05/2027	50.00
932 GOLFWVIEW LN 2	RH INVESTMENTS, LLC	CR25-0999	Certified	10/07/2025	10/05/2027	50.00
936 GOLFWVIEW LN 1	RH INVESTMENTS, LLC	CR25-1000	Certified	10/07/2025	10/05/2027	50.00
936 GOLFWVIEW LN 2	RH INVESTMENTS, LLC	CR25-1001	Certified	10/07/2025	10/05/2027	50.00
952 GOLFWVIEW LN 1	RH INVESTMENTS, LLC	CR25-1002	Certified	10/07/2025	10/05/2027	50.00
952 GOLFWVIEW LN 2	RH INVESTMENTS, LLC	CR25-1003	Certified	10/07/2025	10/05/2027	50.00
956 GOLFWVIEW LN 1	RH INVESTMENTS, LLC	CR25-1004	Certified	10/07/2025	10/05/2027	50.00
956 GOLFWVIEW LN 2	RH INVESTMENTS, LLC	CR25-1005	Certified	10/07/2025	10/05/2027	50.00
960 GOLFWVIEW LN 1	RH INVESTMENTS, LLC	CR25-1006	Certified	10/07/2025	10/05/2027	50.00
960 GOLFWVIEW LN 2	RH INVESTMENTS, LLC	CR25-1007	Certified	10/07/2025	10/05/2027	50.00
964 GOLFWVIEW LN 1	RH INVESTMENTS, LLC	CR25-1008	Certified	10/07/2025	10/05/2027	50.00
964 GOLFWVIEW LN 2	RH INVESTMENTS, LLC	CR25-1009	Certified	10/07/2025	10/05/2027	50.00
968 GOLFWVIEW LN 1	RH INVESTMENTS, LLC	CR25-1010	Certified	10/07/2025	10/05/2027	50.00
968 GOLFWVIEW LN 2	RH INVESTMENTS, LLC	CR25-1011	Certified	10/07/2025	10/05/2027	50.00
972 GOLFWVIEW LN 1	RH INVESTMENTS, LLC	CR25-1012	Certified	10/07/2025	10/05/2027	50.00
972 GOLFWVIEW LN 2	RH INVESTMENTS, LLC	CR25-1013	Certified	10/07/2025	10/05/2027	50.00
980 GOLFWVIEW LN 1	RH INVESTMENTS, LLC	CR25-1014	Certified	10/07/2025	10/05/2027	50.00
980 GOLFWVIEW LN 2	RH INVESTMENTS, LLC	CR25-1015	Certified	10/07/2025	10/05/2027	50.00
984 GOLFWVIEW LN 1	RH INVESTMENTS, LLC	CR25-1016	Certified	10/07/2025	10/05/2027	50.00
984 GOLFWVIEW LN 2	RH INVESTMENTS, LLC	CR25-1017	Certified	10/07/2025	10/05/2027	50.00
988 GOLFWVIEW LN 1	RH INVESTMENTS, LLC	CR25-1018	Certified	10/07/2025	10/05/2027	50.00
988 GOLFWVIEW LN 2	RH INVESTMENTS, LLC	CR25-1019	Certified	10/07/2025	10/05/2027	50.00
992 GOLFWVIEW LN 1	RH INVESTMENTS, LLC	CR25-1020	Certified	10/07/2025	10/05/2027	50.00
992 GOLFWVIEW LN 2	RH INVESTMENTS, LLC	CR25-1021	Certified	10/07/2025	10/05/2027	50.00
996 GOLFWVIEW LN 1	RH INVESTMENTS, LLC	CR25-1022	Certified	10/07/2025	10/05/2027	50.00
996 GOLFWVIEW LN 2	RH INVESTMENTS, LLC	CR25-1023	Certified	10/07/2025	10/05/2027	50.00
709 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1024	Certified	10/07/2025	10/05/2027	50.00
709 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1025	Certified	10/07/2025	10/05/2027	50.00
710 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1026	Certified	10/07/2025	10/05/2027	50.00

Property Address	Holder Name	Certificate Number	Status	Date Issued	Date Expires	Total Amount
710 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1027	Certified	10/07/2025	10/05/2027	50.00
711 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1028	Certified	10/07/2025	10/05/2027	50.00
711 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1029	Certified	10/07/2025	10/05/2027	50.00
712 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1030	Certified	10/07/2025	10/05/2027	50.00
712 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1031	Certified	10/07/2025	10/05/2027	50.00
713 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1032	Certified	10/07/2025	10/05/2027	50.00
713 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1033	Certified	10/07/2025	10/05/2027	50.00
714 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1034	Certified	10/07/2025	10/05/2027	50.00
714 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1035	Certified	10/07/2025	10/05/2027	50.00
715 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1036	Certified	10/07/2025	10/05/2027	50.00
715 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1037	Certified	10/07/2025	10/05/2027	50.00
716 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1038	Certified	10/07/2025	10/05/2027	50.00
716 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1039	Certified	10/07/2025	10/05/2027	50.00
719 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1040	Certified	10/07/2025	10/05/2027	50.00
719 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1041	Certified	10/07/2025	10/05/2027	50.00
720 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1042	Certified	10/07/2025	10/05/2027	50.00
720 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1043	Certified	10/07/2025	10/05/2027	50.00
721 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1044	Certified	10/07/2025	10/05/2027	50.00
721 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1045	Certified	10/07/2025	10/05/2027	50.00
723 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1046	Certified	10/07/2025	10/05/2027	50.00
723 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1047	Certified	10/07/2025	10/05/2027	50.00
724 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1048	Certified	10/07/2025	10/05/2027	50.00
724 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1049	Certified	10/07/2025	10/05/2027	50.00
725 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1050	Certified	10/07/2025	10/05/2027	50.00
725 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1051	Certified	10/07/2025	10/05/2027	50.00
729 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1052	Certified	10/07/2025	10/05/2027	50.00
729 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1053	Certified	10/07/2025	10/05/2027	50.00
731 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1054	Certified	10/07/2025	10/05/2027	50.00
731 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1055	Certified	10/07/2025	10/05/2027	50.00
733 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1056	Certified	10/07/2025	10/05/2027	50.00

Property Address	Holder Name	Certificate Number	Status	Date Issued	Date Expires	Total Amount
733 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1057	Certified	10/07/2025	10/05/2027	50.00
735 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1058	Certified	10/07/2025	10/05/2027	50.00
735 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1059	Certified	10/07/2025	10/05/2027	50.00
736 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1060	Certified	10/07/2025	10/05/2027	50.00
736 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1061	Certified	10/07/2025	10/05/2027	50.00
740 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1062	Certified	10/07/2025	10/05/2027	50.00
740 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1063	Certified	10/07/2025	10/05/2027	50.00
743 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1064	Certified	10/07/2025	10/05/2027	50.00
743 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1065	Certified	10/07/2025	10/05/2027	50.00
747 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1066	Certified	10/07/2025	10/05/2027	50.00
747 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1067	Certified	10/07/2025	10/05/2027	50.00
751 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1068	Certified	10/07/2025	10/05/2027	50.00
751 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1069	Certified	10/07/2025	10/05/2027	50.00
755 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1070	Certified	10/07/2025	10/05/2027	50.00
755 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1071	Certified	10/07/2025	10/05/2027	50.00
631 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1072	Certified	10/07/2025	10/05/2027	50.00
631 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1073	Certified	10/07/2025	10/05/2027	50.00
635 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1074	Certified	10/07/2025	10/05/2027	50.00
635 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1075	Certified	10/07/2025	10/05/2027	50.00
637 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1076	Certified	10/07/2025	10/05/2027	50.00
637 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1077	Certified	10/07/2025	10/05/2027	50.00
641 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1078	Certified	10/07/2025	10/05/2027	50.00
641 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1079	Certified	10/07/2025	10/05/2027	50.00
643 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1080	Expired	10/07/2025	10/05/2025	50.00
643 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1081	Certified	10/07/2025	10/05/2027	50.00
647 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1082	Certified	10/07/2025	10/05/2027	50.00
647 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1083	Certified	10/07/2025	10/05/2027	50.00
649 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1084	Certified	10/07/2025	10/05/2027	50.00
649 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1085	Certified	10/07/2025	10/05/2027	50.00
654 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1086	Certified	10/07/2025	10/05/2027	50.00

Property Address	Holder Name	Certificate Number	Status	Date Issued	Date Expires	Total Amount
654 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1087	Certified	10/07/2025	10/05/2027	50.00
656 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1088	Certified	10/07/2025	10/05/2027	50.00
656 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1089	Certified	10/07/2025	10/05/2027	50.00
659 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1090	Certified	10/07/2025	10/05/2027	50.00
659 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1091	Certified	10/07/2025	10/05/2027	50.00
661 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1092	Certified	10/07/2025	10/05/2027	50.00
661 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1093	Certified	10/07/2025	10/05/2027	50.00
662 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1094	Certified	10/07/2025	10/05/2027	50.00
662 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1095	Certified	10/07/2025	10/05/2027	50.00
665 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1096	Certified	10/07/2025	10/05/2027	50.00
665 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1097	Certified	10/07/2025	10/05/2027	50.00
666 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1098	Certified	10/07/2025	10/05/2027	50.00
666 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1099	Certified	10/07/2025	10/05/2027	50.00
669 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1100	Certified	10/07/2025	10/05/2027	50.00
669 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1101	Certified	10/07/2025	10/05/2027	50.00
670 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1102	Certified	10/07/2025	10/05/2027	50.00
670 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1103	Certified	10/07/2025	10/05/2027	50.00
673 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1104	Certified	10/07/2025	10/05/2027	50.00
673 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1105	Certified	10/07/2025	10/05/2027	50.00
674 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1106	Certified	10/07/2025	10/05/2027	50.00
674 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1107	Certified	10/07/2025	10/05/2027	50.00
677 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1108	Certified	10/07/2025	10/05/2027	50.00
677 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1109	Certified	10/07/2025	10/05/2027	50.00
681 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1110	Certified	10/07/2025	10/05/2027	50.00
681 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1111	Certified	10/07/2025	10/05/2027	50.00
685 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1112	Certified	10/07/2025	10/05/2027	50.00
685 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1113	Certified	10/07/2025	10/05/2027	50.00
691 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1114	Certified	10/07/2025	10/05/2027	50.00
691 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1115	Certified	10/07/2025	10/05/2027	50.00

Property Address	Holder Name	Certificate Number	Status	Date Issued	Date Expires	Total Amount
692 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1116	Certified	10/07/2025	10/05/2027	50.00
692 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1117	Certified	10/07/2025	10/05/2027	50.00
695 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1118	Certified	10/07/2025	10/05/2027	50.00
695 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1119	Certified	10/07/2025	10/05/2027	50.00
696 ROLLING HILLS LN 1	RH INVESTMENTS, LLC	CR25-1120	Certified	10/07/2025	10/05/2027	50.00
696 ROLLING HILLS LN 2	RH INVESTMENTS, LLC	CR25-1121	Certified	10/07/2025	10/05/2027	50.00
520 FOX ST	ANTONELLI, GREGORY L/VIN	CR25-1125	Certified	10/01/2025	09/14/2027	150.00
524 WASHINGTON ST	CASSELL, KENNETH & JANET	CR25-1126	Certified	10/23/2025	09/30/2027	150.00
524 1/2 WASHINGTON ST	CASSELL, KENNETH & JANET	CR25-1127	Certified	10/23/2025	09/30/2027	50.00
938 N MONROE ST	ANT INVESTMENTS LLC	CR25-1128	Certified	10/01/2025	09/05/2027	150.00
940 N MONROE ST	ANT INVESTMENTS LLC	CR25-1129	Certified	10/01/2025	09/05/2027	50.00
716 S SAGINAW ST 2	ISH, SHIRLEY E TRUST	CR25-1133	Certified	10/09/2025	09/24/2027	50.00
716 S SAGINAW ST 3	ISH, SHIRLEY E TRUST	CR25-1134	Certified	10/09/2025	09/24/2027	50.00
716 S SAGINAW ST 4	ISH, SHIRLEY E TRUST	CR25-1135	Certified	10/09/2025	09/24/2027	50.00
1126 W PARK ST A	HART REAL ESTATE HOLDING	CR25-1153	Certified	10/09/2025	08/16/2027	225.00
1126 W PARK ST B	HART REAL ESTATE HOLDING	CR25-1154	Certified	10/09/2025	08/16/2027	75.00
426 W PARK ST	KLUCK, ALEC & EMILY	CR25-1155	Certified	10/09/2025	09/24/2027	150.00
428 W PARK ST	KLUCK, ALEC & EMILY	CR25-1156	Certified	10/09/2025	09/24/2027	50.00
430 W PARK ST	KLUCK, ALEC & EMILY	CR25-1157	Certified	10/09/2025	09/24/2027	50.00
1210 JEFFERSON ST	MIKLOVICH, KATHLEEN	CR25-1158	Certified	10/22/2025	10/08/2027	150.00
279 DEVONSHIRE DR	CAMPBELL, GILBERT L	CR25-1161	Certified	10/16/2025	08/18/2027	150.00
736 SECOND ST	TICKET TO FREEDOM LLC	CR25-1164	Certified	10/30/2025	10/15/2027	200.00
738 SECOND ST	TICKET TO FREEDOM LLC	CR25-1165	Certified	10/30/2025	10/15/2027	50.00

Total # of Certificates: 224 **Total Amount Billed: \$12920.00**

Permit Summary Report

Building Department
576 Liberty Park
Lapeer, MI 48446
810-245-9621

11/10/25

DATE ISSUED	PERMIT TYPE	PERMIT CATEGORY	ADDRESS	FEES PAID	STATUS
10/20/2025	Roof / Siding	Roof	318 MANSFIELD DR	\$190.00	ISSUED
10/21/2025	Roof / Siding	Roof	753 LINCOLN ST	\$370.00	FINALED
10/30/2025	Sign	Wall Sign	48 W GENESEE ST	\$775.00	ISSUED
10/27/2025	Roof / Siding	Roof	49 ROSEMARY ST	\$370.00	ISSUED
10/28/2025	Window	Replacement	425 GOLFSIDE DR	\$280.00	ISSUED
10/28/2025	Roof / Siding	Roof	543 FOX ST	\$470.00	FINALED
10/30/2025	Roof / Siding	Roof	27 TURRILL AVE	\$670.00	FINALED
10/30/2025	Com Add/Alter/Repair	Com Repair	110 W PARK ST	\$460.00	ISSUED
10/30/2025	Window	Replacement	1241 W GENESEE ST	\$280.00	ISSUED
10/30/2025	Sign	Refacing	111 W GENESEE ST	\$485.00	FINALED
10/30/2025	Roof / Siding	Roof	419 ADAMS ST 1	\$370.00	ISSUED
10/29/2025	Electrical	Electrical	1333 IMLAY CTTY RD	\$279.00	ISSUED
10/06/2025	Electrical	Electrical	36 MILL CREEK AVE	\$668.00	ISSUED
10/06/2025	Electrical	Electrical	28 MILL CREEK AVE	\$668.00	ISSUED
10/08/2025	Electrical	Electrical	1225 IMLAY CTTY RD	\$306.00	FINALED
10/14/2025	Electrical	Electrical	2110 CARRIAGE HILL CR	\$686.00	ISSUED
10/14/2025	Electrical	Electrical	2106 CARRIAGE HILL CR	\$686.00	ISSUED
10/14/2025	Electrical	Electrical	2114 CARRIAGE HILL CR	\$686.00	ISSUED
10/14/2025	Electrical	Electrical	2102 CARRIAGE HILL CR	\$686.00	ISSUED
10/15/2025	Electrical	Electrical	936 S MAIN ST	\$1,068.00	ISSUED
10/22/2025	Electrical	Electrical	1229 JEFFERSON ST	\$198.00	ISSUED
10/30/2025	Electrical	Electrical	281 DEVONSHIRE DR	\$751.00	ISSUED
10/30/2025	Electrical	Electrical	303 DEVONSHIRE DR	\$751.00	ISSUED
10/30/2025	Electrical	Electrical	305 DEVONSHIRE DR	\$751.00	ISSUED
10/30/2025	Electrical	Electrical	317 DEVONSHIRE DR	\$751.00	ISSUED
10/30/2025	Electrical	Electrical	48 W GENESEE ST	\$330.00	ISSUED
10/27/2025	Electrical	Electrical	99 MILL CREEK AVE	\$713.00	ISSUED
10/29/2025	Electrical	Electrical	535 S ELM ST	\$465.00	ISSUED
10/06/2025	Mechanical	Mechanical	928 GOLPVIEW LN 2	\$325.00	FINALED

Permit Summary Report

11/10/25

Building Department
576 Liberty Park
Lapeer, MI 48446
810-245-9621

DATE ISSUED	PERMIT TYPE	PERMIT CATEGORY	ADDRESS	FEES PAID	STATUS
10/13/2025	Mechanical	Mechanical	251 DEVONSHIRE DR	\$396.00	FINALED
10/13/2025	Mechanical	Mechanical	253 DEVONSHIRE DR	\$396.00	FINALED
10/13/2025	Mechanical	Mechanical	2092 CARRIAGE HILL CR	\$281.70	ISSUED
10/13/2025	Mechanical	Mechanical	2096 CARRIAGE HILL CR	\$281.70	ISSUED
10/08/2025	Mechanical	Mechanical	936 S MAIN ST	\$445.75	ISSUED
10/13/2025	Mechanical	Mechanical	1229 JEFFERSON ST	\$218.00	SUSPENDED (FEE)
10/20/2025	Mechanical	Mechanical	392 GOLFSIDE DR	\$476.00	ISSUED
10/15/2025	Mechanical	Mechanical	535 S ELM ST	\$270.00	FINALED
10/20/2025	Mechanical	Mechanical	2092 CARRIAGE HILL CR	\$458.00	ISSUED
10/20/2025	Mechanical	Mechanical	2096 CARRIAGE HILL CR	\$458.00	ISSUED
10/28/2025	Mechanical	Mechanical	2093 CARRIAGE HILL CR	\$458.00	ISSUED
10/20/2025	Mechanical	Mechanical	548 S COURT ST	\$306.00	FINALED
10/21/2025	Mechanical	Mechanical	946 DEWEY ST 203	\$308.00	FINALED
10/21/2025	Mechanical	Mechanical	892 DEWEY ST 203	\$308.00	FINALED
10/22/2025	Mechanical	Mechanical	696 ROLLING HILLS LN 2	\$308.00	FINALED
10/08/2025	Plumbing	Plumbing	3056 DAVISON RD 2	\$430.00	ISSUED
10/15/2025	Plumbing	Plumbing	936 S MAIN ST	\$922.00	ISSUED
10/21/2025	Plumbing	Plumbing	2300 W GENESEE ST	\$90.00	FINALED
10/21/2025	Plumbing	Plumbing	36 MILL CREEK AVE	\$681.00	ISSUED
10/22/2025	Plumbing	Plumbing	28 MILL CREEK AVE	\$681.00	ISSUED
10/22/2025	Plumbing	Plumbing	279 DEVONSHIRE DR	\$240.00	FINALED
10/27/2025	Plumbing	Plumbing	677 N SAGINAW ST	\$204.00	FINALED
10/13/2025	Plumbing	Plumbing	679 N SAGINAW ST	\$189.00	FINALED
10/06/2025	R.O.W.	New Construction Home	99 MILL CREEK AVE	\$250.00	ISSUED
10/07/2025	R.O.W.	Right of Way	1438 LUXINGTON DR	\$250.00	FINALED
10/28/2025	R.O.W.	Right of Way	566 IMLAY CITY RD	\$250.00	ISSUED
10/28/2025	R.O.W.	Parking Lot	1022 W GENESEE ST	\$250.00	ISSUED
10/02/2025	Sewer	Sewer	525 S COURT ST STE 120	\$250.00	ISSUED
			360 DEVONSHIRE DR	\$4,000.00	ISSUED

Permit Summary Report

Building Department
576 Liberty Park
Lapeer, MI 48446
810-245-9621

DATE ISSUED	PERMIT TYPE	PERMIT CATEGORY	ADDRESS	FEES PAID	STATUS
10/02/2025	Sewer	Sewer	362 DEVONSHIRE DR	\$4,000.00	ISSUED
10/02/2025	Sewer	Sewer	374 DEVONSHIRE DR	\$4,000.00	ISSUED
10/02/2025	Sewer	Sewer	376 DEVONSHIRE DR	\$4,000.00	ISSUED
10/02/2025	Sewer	Sewer	388 DEVONSHIRE DR	\$4,000.00	ISSUED
10/02/2025	Sewer	Sewer	390 DEVONSHIRE DR	\$4,000.00	ISSUED
10/13/2025	Sewer	Sewer	99 MILL CREEK AVE	\$4,000.00	ISSUED
10/02/2025	Water	Water	360 DEVONSHIRE DR	\$2,750.00	ISSUED
10/02/2025	Water	Water	362 DEVONSHIRE DR	\$2,750.00	ISSUED
10/02/2025	Water	Water	374 DEVONSHIRE DR	\$2,750.00	ISSUED
10/02/2025	Water	Water	376 DEVONSHIRE DR	\$2,750.00	ISSUED
10/02/2025	Water	Water	388 DEVONSHIRE DR	\$2,750.00	ISSUED
10/02/2025	Water	Water	390 DEVONSHIRE DR	\$2,750.00	ISSUED
10/13/2025	Water	Water	99 MILL CREEK AVE	\$2,750.00	ISSUED
10/27/2025	Compliance	Certificate of Compliance/Occu	936 S MAIN ST	\$90.00	ISSUED
10/06/2025	Compliance	Temporary Sign/Banner	111 W GENESEE ST	\$61.00	FINALED
10/08/2025	Compliance	Temporary Sign/Banner	393 W NEPESSING ST	\$61.00	FINALED
10/27/2025	Compliance	Shed	427 OLD FARM LN	\$145.00	FINALED
10/20/2025	Compliance	Temporary Sign/Banner	48 W GENESEE ST	\$61.00	FINALED
10/20/2025	Compliance	Certificate of Compliance/Occu	877 WHITNEY DR	\$90.00	ISSUED
10/21/2025	Compliance	Temporary Sign/Banner	1400 IMLAY CITY RD	\$61.00	ISSUED
10/21/2025	Compliance	Certificate of Compliance/Occu	814 S MAIN ST STE 4	\$90.00	FINALED

TOTAL FEES PAID: \$106,004.15



Item K-1-2-A

To: Mike Womack, City Manager
C.C. City Board of Commissioners
From: Denise Marinelli, Assessor
Date: November 10, 2025
RE: Monthly Departmental Report

ASSESSING DEPARTMENT CONCENTRATION:

- All Property Transfers received are processed and are currently up to date through November 10 2025. Deeds have been processed through October.

Current Deed breakdown:

Deeds	October	Vacant land	New Construction	Prior Month
Transfers	17	3	4	20
Non-Transfers	11			10
Forcl/Redmptn	1			0
Total	29			30

- The Department is currently working on the 2026 Land Values. The annual parcel review field work is complete and is now being entered into BS & A.
- We continue to investigate, correct, and update property description discrepancies, omissions, errors, and changes. We assist departments, property owners, realtors and appraisers with questions and concerns as well as processing address and lot split requests.
- We currently have two MTT cases pending.
- As always, please contact me if you have any questions or concerns.



Item # K-1-2-B

To: Mike Womack, City Manager
From: Kelly Hanna, Director of Financial Services
Date: November 5, 2025
RE: Income Tax Monthly Report for October 2025

<u>Fiscal Year</u>	<u>Net Monthly Income</u>	<u>Net Total Yr-to-date</u>	<u>Original Budget for year</u>	<u>Current Budget for year</u>	<u>Actual Total for year</u>	<u>Excess (Deficit) Revenue</u>
2015/16	\$280,759	\$1,021,231	\$2,785,000	\$2,785,000	\$3,069,571	\$284,571
2016/17	\$484,052	\$1,222,247	\$3,065,000	\$3,065,000	\$3,212,298	\$147,298
2017/18	\$415,975	\$1,243,043	\$3,165,000	\$3,165,000	\$3,349,223	\$184,223
2018/19	\$421,935	\$1,230,990	\$3,175,000	\$3,175,000	\$3,520,679	\$345,679
2019/20	\$301,897	\$1,113,711	\$3,265,000	\$3,265,000	\$3,881,826	\$616,826
2020/21	\$262,763	\$1,092,862	\$3,495,000	\$3,495,000	\$3,783,095	\$288,095
2021/22	\$325,075	\$1,317,167	\$3,476,000	\$3,476,000	\$4,527,734	\$1,051,734
2022/23	\$374,977	\$1,381,455	\$4,090,000	\$4,140,076	\$4,984,764	\$844,688
2023/24	\$739,997	\$1,758,258	\$4,833,000	\$4,833,000	\$5,145,549	\$312,549
2024/25	\$473,912	\$1,468,323	\$5,428,000	\$5,428,000	\$4,718,452	-\$709,548
2025/26	\$331,439	\$1,331,709	\$5,400,900	\$5,400,900		

Original Budget and Current Year Budget columns for FYE 2013- 2023 adjusted to include budgeted p&l & prosecution



ITEM # K-1-2-C

To: Mike Womack, City Manager
From: Kelly Hanna, Director of Financial Services
Date: November 5, 2025
RE: Finance Department Report for October 2025

- 1) 168 – accounts payable checks were issued.
- 2) 313 - payroll payments were issued.
- 3) 151 - income tax refund checks were issued.
- 4) Zero (0) delinquent personal property tax bills were receipted for October 2025.
Eighteen (18) summer 2025 property tax bills were receipted for \$4,508.84.



ITEM K-1-3

To: Mike Womack, City Manager
From: Mike Vogt, Fire Chief
Date: November 10, 2025
RE: October 2025

MONTH SUMMARIZED:

Training: The department conducted a total of six training sessions (3 days/3 nights). A total of 149.5 personnel-hours were spent on training during the month.

Community Risk Reduction: In October, our department took part in various fire prevention activities. Notably, five events were held in the City of Lapeer and three in Mayfield Township, with approximately 413 children and 55 adults attending. In addition to these fire prevention activities, our department also engaged in several Trick-or-Treating events. We attended five events in the city and one in Mayfield Township, where our personnel interacted with approximately 4625 children and 1550 adults.

Fire & Life Safety: In the city, a total of nine annual inspections, six other types of inspections, and two site visits were conducted, resulting in the identification of 41 violations. Seven businesses were inspected with no violations found. During October, two building plans were reviewed for the Building Department and one site plan and one revised site plan were reviewed for the Planning department.

Responses: During the month, the department addressed a total of 67 incidents, which required a total of 409.0 personnel-hours. This is an increase of 15 responses compared to the same period in 2024. Notably, 45% of these incidents occur on weekdays, specifically between 6:00 a.m. and 6:00 p.m. The estimated financial loss for the month amounted to \$202,609, contributing to an estimated annual loss of \$1,964,934. The losses for the month are a residential building fire, cooking fire and HVAC motor fire in the City of Lapeer and a tractor fire in Mayfield Township.

The number of responses for the month by municipality was: City of Lapeer-39, Lapeer Twp-36, Mayfield Twp-13, Oregon Twp-4, Automatic/Mutual Aid-5.

The average emergency response time (in minutes) to each municipality was: City of Lapeer-5.7, Lapeer Twp-0.0, Mayfield Twp-0.0, Oregon Twp-10.0.

The calendar year's annual percentage of responses by municipality is: City of Lapeer-52.38%, Lapeer Twp-11.24%, Mayfield Twp-19.24%, Oregon Twp-8.00%, Assists-9.14%.

The number of burn permits issued for the month by the municipality was: Lapeer Twp-38, Mayfield Twp-33, Oregon Twp-20.

The breakdown of responses by type is as follows:

Fire Alarm-Malicious	3	Fire Alarm-Unintentional	5
Fire Alarm-Malfunction	6	Fire Alarm-Residential	4
Building Fire-Residential	1	Building Fire-Commercial	0
Building Fire-Other	0	Vehicle Fire	0
Grass/Brush Fire	1	Rescue	0
Good Intent	7	Electrical Related	4
Smoke Investigation	4	Gasoline/Diesel Spill/Leak	1
Natural Gas/Propane Leak	3	Carbon Monoxide (alarm & actual)	3
Other Type Fires	4	Other Type Response	16
Assist to Other Agencies	5	Washdown	0

IT Information:



Dept: Housing Improvement Department
Submitted To: Mr. Mike Womack, City Manager
From: Denise Soldenski, Director of Housing and Neighborhood Development
Date: November 20th, 2025
RE: October 8th, 2025 – November 10th, 2025
copy: Lapeer Housing Commission/Lapeer Riverview Towers, LLC

LAPEER HOUSING COMMISSION (LHC)/LAPEER RIVERVIEW TOWERS, LLC (LRT)

A. RIVERVIEW TOWERS: HUD PROJECT BASED VOUCHER (PBV)

1. As of November 7, Riverview has two vacant units and three more units in the process of being vacated by the end of November.
2. The waitlist contains a sufficient supply of applicants to fill future vacant units.
3. The residents have been very supportive of each other during the period of uncertainty and food insecurity surrounding SNAP benefits being paused in the month of November. A small group of residents have cooked meals to share and they have compiled a small pantry of donated food items to share with neighbors in our Riverview community in need.

B. HOUSING CHOICE VOUCHER PROGRAM (HCV)

1. As of November 7, 83 vouchers are under contract.
2. There are currently six vouchers issued with applicants shopping for suitable rental units.
3. Pulling applicants from the waitlist will continue as funding allows for new vouchers to be issued.

C. ADMINISTRATION

1. **Attachment #1** Lapeer Housing Commission (LHC)/Lapeer Riverview Towers, LLC (LRT) financials. *In the event monthly financials are not complete for report deadline, they will be presented at the meeting.*
With the Federal Government shutdown, Ms. Soldenski will be closely watching funding notices for the HCV/PBV programs.
2. The LHC/LRT auditors; Anderson, Tackman, PLC, began the single audit for FYE 6/30/25 November 6th; however, due to the Federal government shut-down, the 2025 Compliance Supplement that is used by auditors annually, has not yet been released. This audit may need to be reported in two steps, a financial report, and a final report that would include the necessary portion from the 2025 Compliance Supplement.
3. Ms. Soldenski will begin the FY 7/1/2026 PHA Annual Plan process by meeting with Riverview Towers residents on 11/17/25 to discuss the planned capital/operating expenditures and policy updates and gain feedback. The annual Emergency Preparedness and pest control presentations will also take place during this meeting.
4. Unfortunately, the generator at LRT is failing. ***Ms. Soldenski, with the help of the City of Lapeer's DPW, will make an emergency purchase for a new motor, which may not be the end of the issues for the current generator.*** Ms. Soldenski will also pursue bids for a replacement generator, which has not been included in the plans for future

capital expenditure, but is a necessity. In an emergency situation when the generator is not functioning, LRT may need to use a portable generator.

5. HUD has changed the process/standard for Housing Quality Standard Inspections (HQS) to National Standards for the Physical Inspection of Real Estate (NSPIRE). The new standard is an inspection model that will be common across the various HUD programs. HUD has issued PIH Notice 2023-28 for implementation guidance and administrative procedures for HCV/PBV. On 6/14/24, HUD announced that they have delayed the mandatory conversion to NSPIRE until October 1st, 2025 due to the burden on PHAs with so many other HUD changes in progress. *On 9/10/25, HUD announced that the mandatory conversion from the HQS to NSPIRE inspection protocol for HCV/PBV has again been extended until **February 1st, 2027**.* The LHC has secured a cell phone to use for inspections when a free HUD or other reasonably priced application to enter inspection data is available.
6. HUD released the Final Rule of the Housing Opportunity Through Modernization Act (HOTMA) of 2016, Sections 102, 103 and 104 on February 14th, 2023. This rule provides for income and asset changes that will affect the HCV and PBV programs. HUD released PIH Notice 2023-27 which provides implementation guidance. On 4/24/24 HUD released PIH Notice 2024-12 that covers "Housing Information Portal (HIP) Implementation"; however, that notice was officially rescinded by HUD on 7/3/24 with further guidance pending. LHC must be on-boarded to the new HUD HIP prior to implementing most of HOTMA. Prior to full implementation, staff training and tenant/landlord notifications must take place. LHC is current with all policy for partial HOTMA requirements effective through 7/1/2025 and adopted use of Nan McKay version of HCV Admin Plan effective 3/20/2025. *Date of full HOTMA implementation is still unknown.*
7. HUD occasionally updates chapters in the "Housing Choice Voucher Program Guidebook". As the chapters are released, Ms. Soldenski reviews, updates and requests approval for our HCV Administrative Plan, if necessary. *There are no updates to the Guidebook this month that affect policy.*



To: Housing Improvement Department
Submitted To: Mr. Mike Womack, City Manager
From: Denise Soldenski, Director of Housing and Neighborhood Development
Date: November 20th, 2025
RE: October 8th, 2025 – November 10th, 2025
copy: Lapeer Neighborhoods Inc.

A. HOUSING IMPROVEMENT DEPARTMENT (HID)

1. MSHDA MI-HOPE Grant:

- a. Project 14 – Jefferson St. – Homeowner** – Windows and door are complete. Electrical and HVAC are still in progress. Project completion mid-November.

2. MSHDA MI-Neighborhood Park Enhancement Grant:

- a.** Half of the playgrounds have been completed with new mulch; however, the remaining areas will need to be completed next spring due to weather. The installation of the new benches north of Annrook are to be installed weather permitting in the next week.

3. MSHDA MI-Neighborhood Grant 2025 application: Ms. Lincoln has forwarded the environmental review to MSHDA to identify any areas that need to be corrected prior to submission. We have not received a response at time of the report. Additional information will be provided if received by meeting date.

4. USDA Rural Development HPG Grant application: Ms. Lincoln received a commitment letter from USDA Rural Development for a total grant of \$91,914 for project costs and \$13,787 in administration fees, totaling \$105,701 in the grant award. Ms. Lincoln is awaiting a grant agreement from USDA, however due to the government shutdown, USDA staff are not in the office.

5. MSHDA Housing Choice Vouchers / Section 8

- a.** MSHDA voucher allocations have been updated recently for the limitations on MSHDA/HUD funding. Lapeer County allocation is 315 regular Housing Choice Vouchers and 6 Project Based Vouchers for a total in Lapeer County of 321. Tuscola County allocation is 81 Housing Choice Vouchers and 5 Project Based Vouchers for a total of 86 in Tuscola County. Huron County allocation is a total of 43 Housing Choice Vouchers. The total VASH allocation is currently at 33, Moving Up is at 3, and Balance of State is 2. Since the Emergency Housing Vouchers program has ended, those 17 vouchers are now included under the standard Housing Choice Voucher program. The total allocation as of 11/1/25 is 505. MSDHA allows waitlists to be populated with the exact number of names expected for waitlist pulls based on budget. Another waitlist pull is not expected to happen before 1/1/2026.
- b.** Lease up rate is being waived by MSHDA until 12/31/2025.
- c.** MSHDA should be providing a contract extension to City of Lapeer for 1/1/2026 - 12/31/2026 for Housing Choice Voucher Administration services. The Housing Dept. will then propose the correlating contract staff contracts for the same term.

B. LAPEER NEIGHBORHOODS INCORPORATED (LNI)

1. Projects –

- a. 405 S. Elm: Vacant: The closing for the sale of this property took place on Oct. 31st, 2025. After closing costs, a total of \$19,183 was deposited to LNI's general savings account.

C. FINANCE

1. Attachment #1: Financial report.

D. ADMINISTRATION

1. ***Ms. Soldenski would like review and approval for the FYE 12/31/2024 Financial preparation conducted by Oesch, Sieting and Howrylak.*** Taxes were also prepared and will be e-filed.
2. ***If completed in time for the meeting, Ms. Soldenski would like approval to procure insurance as presented at this meeting from Highstreet Insurance and Financial Solutions.*** New policy may include coverage for the following: Directors and Officers, Crime, General Liability, and Hired and Non-owned Vehicle.
3. WSP has completed the cost estimate for 18 E. Nepessing and Ms. Soldenski will submit a memo to the City Commission with details.
4. Ms. Lincoln would like to discuss with the board members on a potential Christmas Decorating Contest.
5. 2025 Halloween contest winners are as follows:
 - a. Dawn Thomas – 1039 W. Park St. – 1st Place
 - b. Brian & Dawn Herrick – 844 N. Calhoun St. – 2nd Place
 - c. Christopher Fleury - 318 N. Monroe St. – 3rd Place

TO: City Planning Commission & Lapeer City Commission
FROM: Planning Department
DATE: November 6, 2025
RE: November 2025 Development Activities Report



This report summarizes activity on various development projects in the City over the past month listed by full site plans for developments reviewed and approved by the Planning Commission and administratively reviewed site plans for projects currently in the review and development process.

Site Plans Reviewed by Planning Commission

1. Telco Hut / 123NET – Vacant Davison Road Parcel #L21-18-180-001-00

General Information – Construction of a 200 sq. ft. telecommunications shelter structure for connection and maintenance of fiber optic systems for internet connections.

Project Status – The site plans were received on April 28, 2025, staff comments were provided to the applicant on May 13, 2025. Revised plans were received May 29, 2025. The plan was approved with conditions at the June 12th Planning Commission meeting. City staff is currently waiting on revised plans.

2. Michigan Dept. of Health & Human Services – 1022 W. Genesee St.

General Information – Reoccupation of the 14,704 sq. ft. former Rite Aid location by the State of Michigan Department of Health & Human Services with minor site changes.

Project Status – The site plans were received on March 27, 2025 and approved with conditions at the May 8, 2025 Planning Commission meeting. Revised plans received May 20, 2025 were approved, signed and distributed July 15, 2025 following approval of Special Land Use on June 10, 2025 and Zoning Board of Appeals Use Determination on June 23, 2025. The Building Department received plans June 30, 2025 for review. Permits were issued by the Building Department on August 14, 2025 and construction is underway.

3. Aspen Dental – 936 S Main St.

General Information – Construction of a 3,500 sq. ft. medical office building and related site improvements.

Project Status – The site plans received on February 18, 2025. Staff comments were provided on February 27, 2025. Revised site plans were received March 17, 2025 with comments provided on March 25, 2025. The site plan was approved with conditions at the April 10th Planning Commission meeting. The Zoning Board of Appeals approved setback variances for the building, parking area and landscaping on April 28, 2025. Land alteration was approved May 22, 2025. Revised plans were received May 13, 2025 and June 2, 2025. Recorded Storm Water Maintenance Agreement was received June 24, 2025. Site plans received June 2, 2025 were approved signed and distributed July 15, 2025. The Building Department issued permits on August 5, 2025 and construction has begun.

4. Midstate Well Drillers – 1313 Imlay City Rd.

General Information – Reconstruction of a 2,800 sq. ft. commercial building on the same footprint as a previous building destroyed by fire utilizing existing pavement, entrances and parking.

Project Status – The site plans were received on January 7, 2025. Staff comments were provided to the applicant on January 21, 2025. On October 10, 2024 the Planning Commission approved a non-conforming building designation for overhead doors location, side yard greenbelts and front yard parking non-conformities. The Planning Commission gave contingent approval of the Site Plan on February 13, 2025. Revised plans were received March 24, 2025. Revised plans received May 1, 2025 were approved and distributed May 12, 2025. Building Department issued the building permit June 24, 2025. Construction is underway.

5. Lapeer County Animal Control Addition – 2396 W. Genesee St.

General Information – Construction of a 3,265 sq. ft. addition to the existing 3,500 sq. ft. Animal Control facility owned and operated by Lapeer County.

Project Status – The site plans were received on September 3, 2024. Staff comments were provided to the applicant on Sept. 17, 2024. Revised plans received Sept. 26, 2024 were approved with conditions by the Planning Commission on October 10, 2024. Revised received on Nov. 26, 2024 were approved, signed and distributed December 18, 2024. The Building Department permit were issued on March 24, 2025. Construction is underway.

6. Lapeer Cultivation (#3) – John Conley Dr. Parcel #L20-83-358-030-00

General Information – Construction of a new 11,480 sq. ft. marihuana grow facility.

Project Status – The site plans were received on August 29, 2024. The site plan was approved with conditions by the Planning Commission on September 12, 2024. Revised plans were received January 7, 2025, February 11, 2025 and March 6, 2025. The Property Transfer Affidavit was received on August 11, 2025. Final approved and signed site plans were distributed August 21, 2025. The Building Dept. is waiting for plans to be submitted by the general contractor.

7. Urgent Design Addition – 3123 John Conley Dr.

General Information – Construction of a 70,514 sq. ft. addition to the existing 55,866 sq. ft. industrial facility.

Project Status – The site plans were received on July 1 and August 5, 2024 and approved with conditions at the August 8, 2024 Planning Commission meeting. On August 14, 2025 the Planning Commission approved a site plan extension until August 14, 2026. Revised plans were received on October 22, 2025 and staff comments were sent to the applicant on October 30, 2025. City staff is waiting for submittal revised site plans.

8. Farley Commercial Building – DeMille Blvd.

General Information – Construction of a new 5,000 sq. ft. commercial building on the north side of DeMille Blvd. The previous plan submittal in February 2021 has expired and the project is now being re-submitted for a full review.

Project Status – The 2nd full review submission of the site plan was received June 28, 2024 and revised plans received on July 25, 2024 were approved at by the Planning Commission on August 8, 2024 Planning Commission. In December 2024 County Drain Commission confirmed a permit is not required. The recorded water main easement was received February 12, 2025. Revised plans were received on February 24, 2025. Revised plans received March 6, 2025 were approved and distributed on March 10, 2025. Permits were issued on May 7, 2025 and construction is under way.

9. Tommy's Express Car Wash – 1068 S. Main Street

General Information – Construction of a new automatic car wash with vacuum stations.

Project Status – The 2nd full review submission of the site plan was received on May 31, 2024 and revised plans were received on June 24, 2024 were approved with conditions at the July 11, 2024 Planning Commission meeting. The approved and signed Wakkott Road paving agreement was received on December 10, 2024. A site plan amendment was received on February 26, 2025 to add 15 ft to the south property line and add an additional stacking lane. Revised plans for the site plan amendment were received on March 25, 2025. The parcel modification process has been completed and the City Engineer assisted applicant with EGLE permit application. City staff are waiting for recorded amended sanitary sewer easement and approved EGLE permit.

10. EL Cozumel Restaurant – 1109 S. Main Street

General Information – Construction of new 5,692 sq. ft. restaurant and related site improvements.

Project Status – The site plan was submitted on October 31, 2023 and conditionally approved at the December 14, 2023 Planning Commission meeting. On November 19, 2024 the Planning Dept. received confirmation of MDOT's approval of the Right-of-Way permit as submitted by the applicant pending submittal of the required bond and certificate of insurance to MDOT. Approved and signed site plans were distributed on December 11, 2024. The applicant is required to provide the final approved MDOT permit and recorded required easements to the Planning Department

prior to Building Department's issuance of a Building Permit. An amended site plan incorporating an outdoor rooftop patio seating area and additional parking were submitted for administrative review on May 7, 2025 and comments were provided May 20, 2025. The issue with the annexation from the township has been resolved by the City Assessing Department and the lot combination has been finalized as of August 20, 2025. Revised plans received September 8, 2025 are ready for staff approvals after receipt of the recorded stormwater maintenance agreement. The applicant was advised on September 23, 2025 that building plans may be submitted to the Building Department to begin the review process.

11. Carriage Hill Circle – New Multiple-Family Residential Units

General Information – Construction of a new phased multiple-family residential development consisting of 32 units on Carriage Hills Circle.

Project Status – The site plan was submitted on April 3, 2023 and revised plans were received on April 26th, June 9th, July 21st. The Planning Commission approved the site plan with conditions on August 10, 2023. Revised plans were received on Aug. 31st & Oct. 19th 2023. The site plan was approved on Oct. 19, 2023 and final signed plans were distributed Oct. 31, 2023. A one-year site plan approval extension until Aug. 10, 2025 was approved by the Planning Commission on July 11, 2024. Building permits for 9 units were issued May 20, 2025 and construction is underway.

12. Lapeer Villas – Baldwin Rd. – Site Plan Amendment

General Information – Construction of 147 Multiple-Family units on a vacant parcel on the north side of Baldwin Road. An amendment to the previous plan was approved to convert some of apartment building (5, 6 & 7) garage spaces into apartments and construct a club house with pool.

Project Status – The site plan was originally submitted and approved in 2019. An amended site plan was received July 26, 2022 and approved on August 11, 2022. Construction of the clubhouse and pool is planned for future Phases (3 and 4). The applicant's request for a waiver from landscaping buffer requirements to not construct a perimeter privacy fence was denied at the November 2023 Planning Commission meeting. The City requested final as-built site plan prior to building plan review given the number of changes to the site with various phases and minor changes to exterior improvements. The applicant submitted a revised performance bond to the Planning Department for remaining work items, a Final C of O has been issued for Buildings #1-4 and temporary occupancy has been issued for buildings 5, 6 and 7. The property owner's request for a variance to the fencing requirement on the west side of the property was denied by the ZBA on October 22, 2024. The developer has constructed a fence along a portion of the west property line and submitted as built plans showing current site topography information and locations of the existing berm, new fencing and required gate on July 29, 2025. This was reviewed and approved by City Planner on July 31, 2025. The applicant submitted plans for the clubhouse and pool (Phase 3) to the Building Department on September 29, 2025 and the Building Permit is ready for pickup.

13. Woodchips Mixed Use Building #2 – Vacant Lot - 480 W. Nepessing St.

General Information – Construction of a new three-story mixed-use building on the vacant lot with commercial and restaurant uses on the 1st floor and apartments on the 2nd and 3rd floors.

Project Status – Site plans originally received May 3, 2022 and contingently approved on June 9, 2022 expired. New site plan submittal was received June 12, 2024 and approved with conditions by Planning Commission on July 11, 2024. Planning Dept. received all approved and recorded easement documents and final approved and signed site plans were distributed on February 3, 2025. Building Department has reviewed and approved the building plans and is waiting on permit application submittals from the General Contractor. The applicant's request for a site plan approval extension to July 10, 2026 was approved at the July 10, 2025 Planning Commission meeting. The Building Department will be notifying the applicant that building plans will need to be resubmitted due to code changes and will convey DPW concerns regarding coordination with the Parking Lot #9 reconstruction project scheduled for 2026.

14. Popeye's – Drive-Through Facilities – 1040 S. Lapeer Rd.

General Information – Construction of two new buildings (a 2,143 sq. ft. building to the north and a 2,529 sq. ft. to the south) for drive-through facilities and shared parking.

Project Status – The site plan for Phase 1 received on Nov. 1, 2021. Special land use approved Dec. 9, 2021 and the site plan received contingent approval on Jan. 13, 2022. MDOT required

changes to the M-24 access drive. Site plan extension approved until Jan. 13, 2024. Revised plans received on Mar. 24, June 14, Aug. 9 and Sept. 27, 2023. Final plans approved on Feb. 21, 2024 and distributed March 13, 2024. Demolition of the existing structures has been completed. Building permits have been issued and construction is underway. A minor site plan revision to the internal sidewalk design received on August 4th is being reviewed by the Planning Department and City Engineer. City staff is waiting on submittal of a revised site plan sheet showing recommended sidewalk design change from contractor for approval signatures.

15. Woodbridge Park II – North and West of existing Woodbridge Park Development

General Information - Construction of 58 additional attached conventional condominium units north and west of the existing Woodbridge Park development. Individual condo units will be constructed in two, three and four unit attached structures.

Project Status - The site plan was approved by the Planning Commission on January 10, 2019. Revised site plans were received on June 7, 2019 and approved by staff on June 14, 2019. The required performance bond was submitted on March 3, 2020 and final approved/signed were distributed March 4, 2020. Permits were renewed in June 2023. Construction is underway.

Administrative Review Site Plans in Process

Hobby Lobby - 1875 W. Genesee St.

General Information – Construction of a loading dock on east side of building and exterior façade changes..

Project Status – The site plan was received and distributed for staff reviews on October 20, 2025. Staff comments were requested by November 3, 2025.

NCG Cinemas - 1650 DeMille Rd.

General Information – Ramp replacement & storm sewer utility work.

Project Status – The site plan was received on September 16, 2025. Staff comments were sent to the applicant on October 7, 2025. Revised site plans were received October 30 and November 6, 2025 that addressed all comments and are awaiting staff approval signatures. The applicant has been advised to submit plans to the Building Department for review and permit issuance.

Projects on Hold:

HTF Hydraulic Tubes & Fittings – 524 McCormick St.

General Information – Construction of a 3,645 sq. ft. building addition and resurfacing of the existing parking lot at the existing site.

Project Status – The site plan was received on Sept. 29, 2020. Site plans were approved on Nov. 10, 2020. The Building Department has revoked their Temporary Certificate of Occupancy. The City is waiting for construction to be completed in accordance with the approved site plan. The Building Official spoke with the property owner on July 1, 2025 and made a follow up site visit and was advised the work is anticipated to be completed by the end of the year.



MEMORANDUM ITEM K-1-6



CITY OF LAPEER POLICE DEPARTMENT

TO: Mike Womack, City Manager

FROM: Jeremy Howe, Chief of Police

DATE: 11/10/2025

RE: Monthly Report; October 1 – October 31, 2025

In the month of October 2025, our Police Department Officers responded to 1203 calls for service. Of these 1203 calls for service, 181 or approximately 16% were criminal activity reports, of which 74 required submissions to the Michigan Incident Crime Reporting System (MICRS). Our officers made 32 arrests in October, 8 felony crimes and 24 misdemeanor crimes, with 3 arrests for operating under the influence of alcohol or drugs.

This month our officers made 325 traffic stops, issued 33 citations, and gave 292 verbal warnings. Officers also handled 65 vehicle crashes. With 2 of those crashes resulting in injuries and 4 hit and run crashes.

Code enforcement for October resulted in 84 total complaints. Of those complaints 43 were related to signage, 22 for miscellaneous, 8 for grass and weeds and the remaining were for numerous violations.

Officers from the department attended 152 hours of advanced training which included Crime Prevention Conference, Mental Health First Aid, Man Tracking, K-9 Training and other on-line training courses that were conducted at the police department.

During the month of October, the total amount of overtime hours was 78. The majority of those hours coming from special event details, after school functions (games), investigations and court. There were many school events such as football games, parades and events related to Halloween. Halloween night went great with a large turnout and very few issues.

Have a Happy Thanksgiving!

Lapeer City Police Department**Monthly Report****OCTOBER 2025**

	<u>Current</u>	<u>Calendar Year</u>	<u>Previous Year</u>
	<u>Month</u>	<u>To Date</u>	<u>To Date</u>
Complaints Received and Investigated	1203	10505	8519
District Court Fines Received	\$ 904.53	\$ 11,258.61	\$ 11,946.66
OUIL-Cost of Prosecution	\$ 250.00	\$ 4,860.00	\$ 3,895.00
Charges for Copies of Police Reports	\$ 170.80	\$ 1,460.45	\$ 1,582.40
<u>ACCIDENTS:</u>			
Fatal	0	0	0
Property Damage	39	247	260
Private Property Damage	24	202	169
Personal Injury	2	34	43
<u>ARRESTS:</u>			
Misdemeanor	24	176	176
Felony	8	73	90
<u>HEROIN/OVERDOSE INCIDENTS:</u>			
Heroin Possession/Usage	0	1	1
Overdose	0	0	0
Overdose Deaths	0	2	0



ITEM K-1-7

To: Mike Womack, City Manager
From: Ross Slusher, Director of Public Works
Date: November 3, 2025
RE: Director of Public Works Monthly Report – October 2025

Department of Public Works Division Summary:

Water/Sewer Utilities Division and Streets Division:

In October the DPW continue to winterize fire hydrants throughout the city. The department has also started leaf pickup.

Other tasks completed in this month include but are not limited to the following items:

- Sidewalk repairs in Peppermill Subdivision.
- Assist contractor with sewer repair in parking lot 9.
- Installed stop signs at Clay and Court St.
- Install concrete pad in parking lot 5.
- Assist contractor on First and Second St. project.
- Tree removals throughout the city.
- Haul landscape rocks for parking lot 5 project.
- Repaired water main break on 3rd St.
- Replaced cross walk lights at Mason and Nepessing St.
- Grade dirt roads.
- Assist WWTP with lift stations.

Training and Safety:

Safety Meeting: Hand Protection.
Math classes for S license testing

Water/Sewer/Streets Monthly Routine tasks included: Water sampling at all the wells (back-up water supply); Water samples: bacteria samples, and Water Quality testing of the distribution system; operate wells; meter reading; meter repair; Miss-Dig staking; add material and grade gravel streets; well house maintenance; dump maintenance; haul compost, Rotation of PRV's in GLWA LA-02 Meter Pit; barricade placement Downtown

Equipment Maintenance Division:

- Order equipment for new police suv's upfits.
- Vactor suction tube, hose and flange replacement.
- Multiple repairs on Fire engine 122
- Graphics installed on new police vehicles
- 103 work orders completed.

Various repairs were completed on vehicles and equipment, including:

- Tire replacements and repairs.
- Complete backup generator preventive maintenance.
- Brake system maintenance and replacements.
- Electrical system diagnostics and repairs.
- Air leak inspections and repairs.
- TPMS repairs.
- Mowing equipment repairs.
- HDT brake chamber replacement.
- Coordinate with body shop for accident repairs.
- Fabricate storage rack for wire and electrical connectors.

On- Going Projects throughout the City:

- First and Second Street reconstruction project is underway. This project includes replacing old watermain with new 8" main, new curbs, partial sidewalk replacements, and new asphalt surface.

City of Lapeer WWTP

ITEM K-1-7-D

Monthly Report October 2025

November 17, 2025



No injuries this month. DMR has been submitted.

Key Operating/Compliance Tasks:

- Weekly/Daily samples
- In-house Process control
- IPP PFAS/PFOA

Team members on site:

- Jason Hall, Superintendent
- Jake Mann, Crew Leader
- Lance Medberry, Operator Mechanic
- Eric Gajewski, Electrician
- Ron Canell, Lab Tech
- Gage Robinson, IPP Coordinator
- Brandon Fair, Operator

Plant shift Coverage:

Monday-Friday 7:00am-3:00pm

Weekends 7:00am-10:00am

WWTP summary:

Waste Treatment

- Check all lift stations 2 times a week with 2 employees
 - Read meters, record utility and chemical usage
 - Read, record, and email all weather conditions to the National Weather Service
 - Daily WWTP inspection
 - Weekly equipment greasing
 - Rotate equipment sequences
 - Empty trash cans, disinfect, clean break room, clean grounds
-

- Weekend work schedule
- Holiday work schedule

NPDES/IPP

- Daily Laboratory Analysis
- Monthly PFAS sampling for WWTP effluent and biosolids
- Annual SIU sampling/monitoring
- Monitor weekly PFAS sampling via LP&P
- PFAS file updates
- WET testing
- Mercury sampling

Electrical Work

- Community center lighting repair
- Ran wire for plant power gate
- Compressor wiring at DPW
- Transfer switch at prison
- Generator transfer switch at Albar

Mechanical/Operations

- Final installation of new stairs by Lapeer Steel
- Johnson Wood boiler installation and start up
- eMaint final implementation and hand off to WWTP
- Michigan Fence post installation for power entry gate and operator
- Install new chlorine feed ejector
- Build new steps for clarifier entry
- Install conduit in trench for power entry gate
- Install conduit for oxidation ditch ORP and DO sensors
- Backfill and grade trench for power entry gate
- Devonshire PLC swap out
- Prison pump #2 suction valve swap out overnight, plug sewer, and vactor assist
- Vactor prison wet well
- Install new return screw motor on return screw #2
- Return screw motor troubleshoot and order new replacement for screw #1
- RAW screw #2 VFD swap out

Miscellaneous

- Consumers Energy on going Devonshire gas service information requests
- Land application site visits
- MEI elevator inspection and repair of prison elevator

Bio-Solids Disposal Status

- 2-North tanks hold 474,980 gallons /we have 100,000 gallons in storage
- 2-South tanks hold 430,120 gallons/we have 125,000 gallons in storage
- Total – 225,000 gallons in storage

Lab Summary

Summary of effluent or water quality for month, explanations of any exceedances or issues.

 Lapeer WWTP DAILY DISCHARGE MONITORING REPORT															001A		MI 002 0460	
Lapeer WWTP 576 Liberty Park Lapeer, MI 48446															Monitoring Period October, 2025			
D A Y	FLOW MGD	CBOD ₅			SUSPENDED SOLIDS			TOTAL PHOSPHORUS			VSS mg/l	NH ₃ -N		PH SU	D.O. mg/l	F. COLI #/100ml	CL RESID	
		mg/l	LBS	% REM	mg/l	LBS	% REM	mg/l	LBS	% REM		mg/l	LBS			MF	mg/l	
1	0.77	1	6	99.7	3	19	98.8	0.7	4.5		2	0.02	0.13	7.4	8.5	44	0.001	
2	0.80	1	7	99.7	3	20	98.7	1.1	7.3		2	0.01	0.07	7.5	8.5	50	0.001	
3	0.71													7.5	8.5	42	0.001	
4	0.65																	
5	0.69	1	6	99.6	2	12	98.9	0.5	2.9	92.2	2	0.01	0.06					
6	0.87	1	7	99.6	3	22	98.8	0.4	2.9		2	0.04	0.29	7.5	8.5	21	0.001	
7	1.00	2	17	99.2	5	42	97.7	0.6	5.0		4	0.04	0.33	7.6	8.3	59	0.001	
8	0.82	1	7	99.7	3	21	98.5	0.6	4.1		3	0.01	0.07	7.5	8.6	38	0.001	
9	0.78	1	7	99.7	2	13	99.0	0.8	5.2		2	0.01	0.07	7.5	8.8	19	0.001	
10	0.75													7.5	8.8	27	0.001	
11	0.69																	
12	0.69	1	6	99.7	2	12	99.2	0.6	3.5		2	0.01	0.06					
13	0.80	1	7	99.7	2	13	99.1	0.5	3.3		2	0.01	0.07	7.5	8.9	119	0.001	
14	0.84	1	7	99.6	1	7	99.4	0.7	4.9		1	0.01	0.07	7.4	8.9	34	0.001	
15	0.82	1	7	99.7	2	14	99.1	0.9	6.2		1	0.01	0.07	7.4	8.8	74	0.001	
16	0.80	1	7	99.7	2	13	99.1	1.1	7.3		1	0.01	0.07	7.4	8.8	55	0.001	
17	0.74													7.4	8.8	119	0.001	
18	0.91																	
19	1.48	1	12	98.2	3	37	94.4	0.6	7.4		3	0.01	0.12					
20	0.93	1	8	99.6	1	8	99.5	0.6	4.7		1	0.01	0.08	7.4	8.9	47	0.001	
21	0.95	1	8	99.6	1	8	99.5	1.0	7.9	85.7	1	0.01	0.08	7.4	8.9	61	0.001	
22	1.24	1	10	99.6	2	21	99.0	1.3	13.4		2	0.01	0.10	7.4	8.9	6	0.001	
23	1.03	1	9	99.6	2	17	98.9	1.2	10.3		2	0.01	0.09	7.5	9.1	40	0.001	
24	0.86													7.6	9.2	40	0.001	
25	0.66																	
26	0.76	1	6	99.6	1	6	99.5	0.6	3.8		1	0.01	0.06					
27	0.86	1	7	99.7	2	14	99.2	0.5	3.6		2	0.01	0.07	7.6	9.5	7	0.001	
28	0.87	1	7	99.7	3	22	98.8	0.5	3.6		2	0.01	0.07	7.6	9.5	20	0.001	
29	0.86				2	14		0.8	5.7		2	0.01	0.07	7.5	9.3	> 400	0.001	
30	0.89	1	7	99.6	4	30	98.3	1.1	8.2		3	0.01	0.07	7.5	9.7	36	0.001	
31	0.79	1	7	99.6	3	20	98.5				3			7.6	9.1	15	0.001	
TL	26.31		171			403			125.8									
ME	0.85	1.0	8	99.6	2	18	98.7	0.8	5.7	89.0	2.0	0.0	0.1		8.9	39	0.001	
WA		1.2	9		3.2	23						0.02	0.18			72		
MX	1.48	2.0										0.04		7.60			0.001	
MN														7.40	8.3			

I certify under penalty of law that I have personally examined and am familiar with the information submitted herein and based on my inquiry of those individuals immediately responsible for obtaining the information, I believe the submitted information is true, accurate and complete. I am aware that there are significant penalties for submitting false information including the possibility of fine and imprisonment. See 18 U.S.C. 3021 and 33 U.S.C. 3335. (Penalties under these statutes may include fines up to \$10,000 and or maximum imprisonment of between 6 months and 5 years.)

PRINTED NAME AND TITLE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT	SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT	DATE
Jason Hall, Superintendent		

Health & Safety

- There were no safety incidents during the month.

Training

- The monthly safety training topic was winter safety.
- Brandon attended Wastewater basics Rural Water

Noteworthy Safety Activities

- Monthly facility safety inspection monthly, and daily safety meetings.



ITEM # K-1-8-A

To: Mike Womack, City Manager
From: Romona Sanchez, City Clerk
Date: November 10, 2025
RE: Clerk' Office Report for October 2025

- 1) Records were reviewed with those needing information on burial location. There were four (4) graves purchased (2-resident, 2-non-resident); five (5) full burials; one (1) burial of cremains; one (1) burial on a Saturday; and two (2) foundations purchased.
- 2) There were 87 additions, and 65 cancellations received regarding the voter registration records.

ITEM K-1-8-B

MEDICAL MARIHUANA LICENSES PROVISIONING CENTER - GROWER – PROCESSOR – SECURE TRANSPORTER APPROVED LICENSES

Updated: October 2025

Applicant Name	DBA	Address	License	Status
PROVISIONING CENTERS				
Ox Tail, Inc.	Heads	111 W Genesee St	Facility	App: Exp 11-19-25
SPMI LLC	Shango Lapeer	224 E Genesee St	Facility	App: Exp 12-12-25
FB Lapeer PRV, LLC	The Jazz Club Center	1333 Imlay City Road	<i>Provisional</i>	App: Exp 02-10-26
The Pure Lapeer, LLC	Pure Lapeer	1330 Imlay City Road Units C&D	Facility	App: Exp 06-21-26
DNVK Lapeer Inc	The Pier Provisioning Center	2401 W Genesee St	Facility	App: Exp 06-11-26
TRC Lapeer LLC	The ReLeaf Center of Lapeer	200 E Genesee St	Facility	App: Exp 10-23-26
Alternative RX, LLC	Xplore Cannabis	824 S Main Street	Facility	App: Exp 10-30-26
GROWER				
Green Thumb Growers	Green Thumb Growers	840 Whitney 3 rd Extension	Prov – Class A	App: Exp 10-24-25
PROCESSOR				
Kaoud Holdings, Inc	4K Processing	1356 Imlay City Road	Facility	App: Exp 09-14-26
Kaoud Holdings, Inc	4K Processing	1330 Imlay City Road	Facility	App: Exp 09-14-26
Northwest Confections Michigan LLC	WYLD	525 S. Court Street, Suite 110	Facility	App: Exp 10-07-26
SECURE TRANSPORTER				
None.				

**ADULT USE MARIHUANA LICENSES
PROVISIONING CENTER - GROWER –
PROCESSOR – SECURE TRANSPORTER
APPROVED LICENSES**

Updated: October 2025

Applicant Name	DBA	Address	License	Status
PROVISIONING CENTERS				
DNVK Lapeer Inc	The Pier Provisioning Center	2401 W Genesee St	Facility	App: Exp 11-19-25
TRC Lapeer LLC	H.O.D.	200 E Genesee St	Facility	App: Exp 12-03-25
The Pure Lapeer, LLC	Pure Lapeer	1330 Imlay City Road Units C&D	Facility	App: Exp 12-03-25
Alternative RX	Xplore	824 S. Main St.	Facility	App: Exp 12-21-25
Ox Tail, Inc.	Heads	111 W Genesee St	Facility	App: Exp 12-16-25
SPMI, LLC	Shango Lapeer	224 E. Genesee St	Facility	App: Exp 12-15-25
GROWER				
Ka Ulu Ana LLC #1		244 S. Court St	Facility – Class C	App: Exp 10-15-25
Ka Ulu Ana LLC #2		244 S. Court St	Facility – Class C	App: Exp 10-15-25
SDRK Group, LLC #1		207 S. Saginaw St.	Facility – Class C	App: Exp 12-18-25
SDRK Group, LLC #2		207 S. Saginaw St.	Facility – Class C	App: Exp 12-18-25
Fresh Water Gardens, LLC		L20-83-358-030-00	Prov – Class C	App: Exp 02-03-26
SDRK Group, LLC #3		207 S. Saginaw St.	Facility – Class C	App: Exp 02-10-26
Old School Organics, LLC	Old School Organics, LLC	350 County Center Street	Facility – Class C	App: Exp 04-08-26
PROCESSOR				
Atwater Management LLC	Culture Complex	525 S. Court St., Suite 120	Facility	App: Exp 01-25-26
Kaoud Holdings, Inc	4K Processing	1330 Imlay City Rd, Ste F-G-H	Facility	App: Exp 09-14-26
Kaoud Holdings, Inc	4K Processing	1356 Imlay City Road	Facility	App: Exp 09-14-26
Northwest Confections Michigan	WYLD	525 S. Court Street, Suite 110	Facility	App: Exp 10-07-26
SECURE TRANSPORTER				
None.				



ITEM K-1-9

To: Mike Womack, City Manager
From: Rodney Church, Director of Parks, Recreation & Cemetery
Date: November 10, 2025
RE: Parks, Recreation & Cemetery Department – November Monthly Report

Parks

- Staff have been busy wrapping up fall projects prior to the weather breaking. Some of the things we've been working on include:
 - Winterizing seasonal bathrooms at Cramton Park, Campground, and the Optimist Soccer Complex.
 - Closing campground operations, the park closed for the season on October 31st.
 - Winterizing sprinkler systems at the soccer complex and community center.
 - Winterizing drinking fountains and water spigots in the parks and downtown.
 - Final mowing of all the parks, including leaf mulching.
 - Part-time seasonal staff will be laid off for the season by the week of Thanksgiving.
- Installed the extra cupola on the DeMille Blvd. island near the M-21/DeMille intersection. Also installed 4 Lilac plants behind the cupola as part of Commissioner Glisman's lilac initiative.
- Lot 5 Phase Two – This project is almost complete. To date the bioswale, pathway prep, rock, trees, and final grading have been completed. The pathway is scheduled to be paved soon, then park staff will plant wildflower and grass seeds. Benches will be installed in the spring.
- M-24 Tunnel Connection Project – The project is moving a long, but slower than we expected. The pathway on the east side of M-24 was recently paved. Construction continues the west side of M-24 with the block retaining wall and pathway.
- The Oakdale Trail Extension project continues, and the first portion of this project is complete. The final portion should be completed by December 1st.
- Recently installed new playground safety surfacing at Audubon Park and the Optimist Soccer Complex.
- Snow removal and salting equipment is ready for the department. Our responsibilities include the community center, pathways, park parking lots, train depot, cemetery, downtown, and other various locations.

Community Center

City of Lapeer

Page 2

- Fall programs continue including swimming lessons, aquacise, group fitness, cycling, homeschool basketball, etc.
- The winter activity brochure comes out December 4th.
- The Boiler Replacement project should begin in a few weeks. Goyette Mechanical is waiting until all the equipment comes in before it begins.
- The new pavilion constructed was recently final graded and is ready for grass seed.
- Building usage has picked up recently due to the weather change, which is typical.
- Saturday morning drop-in Volleyball has begun and will continue during the winter months.
- Indoor drop-in pickleball has begun and will continue until the weather warms up.

Recreation

- The fall recreation youth soccer and little kickers program wrapped up at the end of October.
- Youth basketball registration has begun and will continue through the end of December. We are offering basketball for boys and girls in grades 1st – 6th. Practices will begin after the new year when the kids go back to school.

Misc.

- Held our annual Cemetery Board meeting on October 16th.
- Held our annual Park Board meeting on November 5th.
- The department will begin prepping for the 26/27 budget and CIP planning process.

CITY OF LAPEER, 576 LIBERTY PARK, LAPEER, LAPEER COUNTY, MICHIGAN 48446

N-1

2025 MEETING DATES

In accordance with the Open Meetings Act, MCL 15.261 et. Seq., notice is hereby given that every meeting of the City Council, Boards, Authorities and Commissions of the City of Lapeer shall be open to the public. Notice is further given that the following City Council, Boards, Authorities and Commissions are regular meeting dates for 2024. A public notice of each special or rescheduled meeting will be posted at least 18 hours prior to the time of the meeting.

<u>Board/Commission</u>	<u>Location</u>	<u>Time</u>	January	February	March	April	May	June	July	August	September	October	November	December
City Commission 1st & 3rd Monday of each Month	Commission Chambers	6:30 P.M.	6, 21	3, 18	3, 17	7, 21	5, 19	2, 16	7, 21	4, 18	2, 15	6, 20	3, 17	1, 15
Cemetery Board 3rd Thursday of October	Mt. Hope Cemetery Building	2:00 P.M.	--	--	--	--	--	--	--	--	--	16	--	--
Downtown Development Authority 4th Wednesday of each Month	City Hall - 2nd Floor Conference Room	8:00 A.M.	22	26	26	23	28	25	23	27	24	22	26	24
Economic Development Corp (EDC) & Tax Increment Finance Auth (TIFA) 2nd Wednesday as Needed	City Hall - 2nd Floor Conference Room	8:00 A.M.	8	12	12	9	14	11	9	13	10	8	12	10
Housing Commission 3rd Thursday of each Month	City Hall - 2nd Floor Conference Room	4:00 P.M.	16	20	20	17	15	19	17	21	18	16	20	18
Local Development Finance Authority (LDFA) 1st Tuesday March/June/Sept/Dec As Needed	City Hall - 2nd Floor Conference Room	8:00 A.M.			4			3			2			2
Park Board 1st Wednesday in November	Commission Chambers	6:30 P.M.	--	--	--	--	--	--	--	--	--	--	5	--
Planning Commission 2nd Thursday of each Month	Commission Chambers	6:30 P.M.	9	13	13	10	8	12	10	14	11	9	13	11
Zoning Board of Appeals 4th Monday of each Month	Commission Chambers	6:30 P.M.	27	24	24	28	26	23	28	25	22	27	24	22

Address of the above locations are as follows:

Commission Chambers City Hall, 576 Liberty Park
City Hall - 2nd Floor
Conference Room City Hall, 576 Liberty Park
Mt. Hope Cemetery 1230 Park Street

Romona Sanchez, CMC, MiPMCIII
City Clerk

City of Lapeer
576 Liberty Park, Lapeer
Lapeer County, Michigan 48446
(810) 664-5231



MAT. TRANS.

To: City Commission
Date: November 17, 2025
RE: Material Transmittals

1. Lapeer County EMS Report – September 2025.



Incident Count by Agency per Municipality

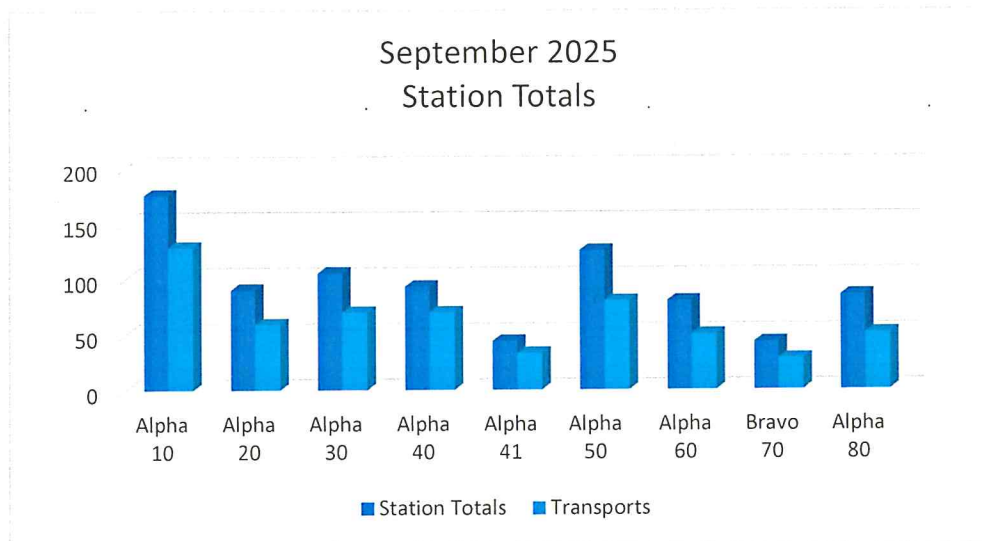
September 2025



	EMS calls	LCEMS	MEDSTAR	MARLETTE	LCEMS %
Almont Township	21	21	0	0	100.00%
Almont Village	18	18	0	0	100.00%
Arcadia Township	17	17	0	0	100.00%
Attica Township	24	24	0	0	100.00%
Burlington Townsip	5	5	0	0	100.00%
Burnside Township	12	12	0	0	100.00%
Clifford Village	2	2	0	0	100.00%
Columbiaville Village	9	9	0	0	100.00%
Deerfield Township	33	33	0	0	100.00%
Dryden Township	19	19	0	0	100.00%
Dryden Village	7	7	0	0	100.00%
Elba Township	43	43	0	0	100.00%
Goodland Township	11	11	0	0	100.00%
Hadley Township	23	23	0	0	100.00%
Imlay city	61	61	0	0	100.00%
Imlay Township	17	17	0	0	100.00%
Lapeer City *	177	177	0	0	100.00%
Lapeer Township	44	44	0	0	100.00%
Marathon Township	35	35	0	0	100.00%
Mayfield Township	99	99	0	0	100.00%
Metamora Township	42	42	0	0	100.00%
Metamora Village	1	1	0	0	100.00%
North Branch Township	19	19	0	0	100.00%
North Branch Village	13	13	0	0	100.00%
Oregon Township	27	27	0	0	100.00%
Otter Lake Village	2	2	0	0	100.00%
Rich Township(Mayville)	10	8	0	2	80.00%
Totals	791	789	0	2	99.75%
Emergency Calls (less transfers)	791			Percentage of E-Call Lapeer County	0.00%
Lapeer City transfers *	0				
Lapeer E-Calls *	177	177	0	Percentage of E-Call Lapeer City	100.00%

	Station	Call Volume	Transports	Transport % of Volume
Lapeer	Alpha 10	175	128	73.14%
North Branch	Alpha 20	90	59	65.56%
Imlay City	Alpha 30	105	70	66.67%
Elba	Alpha 40	93	70	75.27%
Lapeer	Alpha 41	44	33	75.00%
Mayfield	Alpha 50	125	80	64.00%
Metamora	Alpha 60	80	50	62.50%
Burnside	Bravo 70	43	28	65.12%
Dryden	Alpha 80	85	51	60.00%
	Totals	840	569	
		Average Transport % per call		67.74%
	Wheelchair Va	13		
	TOTAL	853		

Lapeer County Incidents	789
Other Activity	3
	792





CCAD - Monthly Incident Count By Agency for Lapeer Summary By Department By Incident Type

For 09/01/2025 Thru 10/01/2025



For Cities: LAPEER CITY

Agency Code	Type Code	Num Of Incidents
1E - Lapeer County EMS	AB - ASSAULT & BATTERY	2
	ACN - AUTOMATIC CRASH NOTIFICATION	1
	AGENCY ASST - AGENCY ASSIST	1
	ALARMM - MEDICAL ALARM	3
	AMB - AMBULANCE CALL MEDICAL	139
	DOMESTIC - DOMESTIC/ASSAULT	1
	FAMILY DIST - DOMESTIC/NO ASSAULT	1
	MENTAL - PERSON WITH MENTAL PROBLEMS	3
	PDA - PROPERTY DAMAGE ACCIDENT	1
	PIA - PERSONAL INJURY ACCIDENT	5
	PIARESC - PERSONAL INJURY WITH RESCUE	1
	RESIST - RESISTING & OBSTRUCTING	1
	RUN - RUNAWAY	1
	STRUCTURE - STRUCTURE FIRE	2
	SUICIDAL - SUICIDAL PERSON	5
	SUSP - SUSPICIOUS PERSON/VEH/CIRCUMSTANCE	2
	TEST - TEST CALL	1
	WARR - WARRANT ARREST	1
	WELFAR - WELFARE CHECK	6
Total Incidents for 1E - Lapeer County Ems		177

Sum:

177