

Williamstown Township  
Board of Trustees  
Regular meeting

Wednesday, October 9, 2024  
7:00 PM  
4990 Zimmer Rd. Williamston

- \*7:00      Call the Meeting to Order  
            Pledge  
            Roll Call  
            Agenda Approval
- 7:05      **Public Comment for agenda & non-agenda items\*\***
- 7:15      Consent Agenda  
            Minutes of September 11 & 26, 2024  
            Reports: Accounts Payable – Paid  
                    Payroll – Paid September  
                    Accounts Payable – Approval  
                    Revenue/Expenditure  
                    GL Activity Report  
                    Balance Sheet  
                    Building report  
                    Police Report  
                    PC draft minutes  
            Treasurer’s Report –September
- 7:20      Audit Presentation- Clark Schaefer Hackett
- 7:30      Police Report- Chief Grillo
- 7:40      PC Report- Chair Eidt
- ACTION ITEMS**
- 7:50      Rezoning Request  
            Lightfoot and Giguire
- 8:00      Red Cedar Bend PUD request
- 8:10      Police Contract
- 8:15      Neighborhood Road Policy
- 8:20      Financial Signatories and approved banking
- 8:25      Police Assessment Roll
- 8:30      Computer Upgrades
- DISCUSSION**
- 8:35      Wind, Solar, and Energy Storage Proposed Regulations.
- 8:40      Reports:  
            Departments & Committees  
            NIESA   Parks   Elections   Cemetery   Roads   Branch School
- 8:50      **Public Comment for agenda & non-agenda items\*\***
- 9:00      Review
- 9:05      Adjourn

\*All times are subject to change\* 3 minute time limit\*\*

# **Williamstown Township Township Board Meeting Minutes September 11, 2024**

## **Call to Order**

The Williamstown Township Board of Trustees held their regular meeting at 7:00 p.m. on September 11, 2024. Supervisor Bloomquist called the meeting to order, reviewed the agenda, and led the Pledge of Allegiance.

## **Roll Call**

**Present:** Supervisor Bloomquist, Trustee Eyster, Clerk Cleveland, Treasurer VanErp, Trustee Duffy, and Trustee Steinberg.

## **Public Comment for agenda and non-agenda items**

Opened at 7:02 PM

Michelle Rosa – Township Resident – introduced herself to the Board as a candidate for the District 15 Ingham County Commissioner.

Sue Alchin – Township Resident – expressed her continued concerns regarding event barns. She questioned the language in the Township ordinance and how it is enforced. She shared her experiences as a neighbor to property that has held various events in their barn. Ms. Alchin requested that the Board share what has been done to address her concerns and the violations against the ordinance.

Closed at 7:12 PM

## **Consent Agenda**

Trustee Steinberg moved the consent agenda consisting of:

- Approve the minutes of the August 14, 2024 Board Meeting.
- General Fund Accounts Payable Paid #1, check numbers 31932-31942, for a total of \$202,451.72 and Accounts Payable Paid #2, check numbers 31958-31963, for a total of \$12,762.92.
- General Fund Accounts Payable for Approval #1, check numbers 31943-31957, for a total of \$5,697.17, and Accounts Payable for Approval #2, check number 31964-31971 for a total of \$4,382.51.
- AP Police Paid #1, check number 1143 for a total of \$800.00.
- August Payroll Paid, check numbers 51243-51271 and EFTs 819-820, for a total of \$24,675.63 (phys. check amount), and Direct Deposit DD918-948, for a total of \$25,725.06.
- EFT 818, for a total of \$5,339.35, and AP Police Paid, check number 1142, for a total of \$42,687.15. (Both should have been in the August Consent Agenda.)
- Revenue and Expenditure report ending August 31, 2024.
- Balance Sheet Ending August 31, 2024
- GL Activity Report
- Building Report
- Police Report
- PC Minutes
- Acknowledge receipt of the Treasurer's report for August 2024

Seconded by: Trustee Duffy

**Discussion:** Clerk Cleveland noted the two additional items that were inadvertently omitted from the August Consent Agenda, as noted above.

**Roll Call Vote:**

**Ayes:** Trustee Eyster, Clerk Cleveland, Treasurer VanErp, Trustee Duffy, Trustee Steinberg, and Supervisor Bloomquist.

**Nays:** None

**Motion Passed.**

**ACTION ITEMS**

**BS&A Upgrades**

Trustee Duffy moved the Williamstown Township Board approve the proposal from BS&A to upgrade our systems to the Cloud format with a cost of \$39,300 for implementation to be expensed out of ARPA funds and a beginning annual cost of \$31,185.00 to be expensed out of Township Board Repairs and Maintenance. Implementation date request to be determined.

**Seconded by: Treasurer VanErp**

**Discussion:** Trustee Steinberg addressed the performance language used in the BS&A contract and questioned its meaning, how it applies to the actual cloud-based program regarding security, and where responsibility lies should the system be compromised. The Board reviewed aspects of the contract related to security to process these questions and expressed overall support for the upgrade. Clerk Cleveland presented reasons to consider postponing the actual transition the new cloud-based platform until the new fiscal year (April 2025). Trustee Eyster acknowledged the current waiting period for the upgrade and suggested that it may be advantageous to “get in line” upon purchasing the product with the option to postpone the implementation.

**Roll Call Vote:**

**Ayes:** Clerk Cleveland, Treasurer VanErp, Trustee Duffy, Trustee Steinberg, Supervisor Bloomquist, and Trustee Eyster.

**Nays:** None

**Motion Passed.**

**Budget Amendments**

Clerk Cleveland moved the Board approve the following budget amendments for the 2024-2025 budget.

Budget amendments			
Add to	Reduce	Amount	
101-751-881.003	101-751-881.000	\$ 4,000.00	
Harvest Festival	parklands		added a line item for the Harvest Festival
101-400-902.000	101-400-812.001	\$ 1,000.00	over budget
PC publications	PC consulting-reimb		
101-420-902.000	101-420-752.000	\$ 350.00	over budget due to publication costs
ZBA Publications	ZBA supplies		
101-101-808.000	101-101-802.000	\$ 2,600.00	over budget
Audit Fees	Legal Fees		
101-191-752.000	101-191-752.001	\$ 1,500.00	over budget in election supplies
Election Supplies	Election supplies reimb.		
207-301-808.000		\$ 2,100.00	over budget
Police Audit Fees			
	207-301-802.000	\$ 1,300.00	
	Police legal		
	207-301-752.000	\$ 800.00	
	Police supplies		
209-567-808.000	209-567-812.000	\$ 2,100.00	
Cemetery Audit fees	Cemetery consulting		
			over budget

**Seconded by:**

**Discussion:** Trustee Eyster noted that audit fees were higher this year than what was budgeted. Supervisor Bloomquist reviewed each proposed budget amendment.

**Roll Call Vote:**

**Ayes:** Treasurer VanErp, Trustee Duffy, Trustee Steinberg, Supervisor Bloomquist, Trustee Eyster, and Clerk Cleveland.

**Nays:** None

**Motion Passed.**

#### Legal Counsel

Trustee Eyster moved that the Williamstown Township Board approve the Supervisor moving forward with the Fahey Schultz engagement letter.

**Seconded by: Trustee Steinberg**

**Discussion:** Supervisor Bloomquist provided the background on the decision to select Fahey Schultz to represent Williamstown Township regarding Event Barns.

**Roll Call Vote:**

**Ayes:** Trustee Duffy, Trustee Steinberg, Supervisor Bloomquist, Trustee Eyster, Clerk Cleveland, and Treasurer VanErp.

**Nays:** None

**Motion Passed.**

#### Discussion Items

**Police Contract** – Supervisor Bloomquist reviewed the proposed updates to the Agreement for Law Enforcement Services between the Charter Township of Meridian and Williamstown Township. It was noted that

hours will be increased from 40 to 60 hours per month beginning in April 2025, so long as staffing levels at the department stay above 36 or more officers. It was also noted that there is 13% increase in overall costs in 2025 with an additional 3% increase in 2026 and 2027.

**Recycling Grant Extension** – Supervisor Bloomquist reviewed the past work on Township Recycling initiatives and the grant that had been awarded last year in support of this work. The Township is able to seek an extension to the grant for one year. This additional time will provide for opportunities to explore more options and potentially partner with the county for recycling. The Board was in consensus to move forward with the extension.

**SRTS Grant** – Supervisor Bloomquist updated the Board on the status of the application process and the improvements the Safe Routes to School (SRTS) Grant will provide for township residents. Estimated costs are still being determined. A special meeting to review the proposal will be tentatively scheduled for September 26<sup>th</sup> at 5:30pm. The Grant is due Oct. 3rd.

#### **Reports – Departments and Committees**

**NIESA** – Trustee Duffy noted that there has not been a meeting yet for September, therefore there was nothing new to report from last month.

**Parks Committee** – Trustee Steinberg updated the Board on the committee's meeting with Consultant Chris Doozan regarding the current work on and revisions to the Master Plan. The meeting included representatives from the Township Soccer and Baseball organizations. Supervisor Bloomquist noted that the new park sign should be installed at month's end and shared the current vendors scheduled for the Harvest Festival on October 5th. Trustee Eyster updated the Board on the status of the newly planted Trees. One tree has been lost but is under warranty.

**Senior Center** – Trustee Steinberg confirmed Trustee members could have signs of support at their homes for the upcoming Senior Center Milage.

**Elections** – Clerk Cleveland updated the Board on the preparations underway and the current timelines for the upcoming November Election. The election equipment will be tested on October 17<sup>th</sup>. The Clerk will be hosting an Elections Security event for residents in conjunction with the testing. More information will be forthcoming. She is also seeking a grant through the Institute for Responsive Government. Trustee Steinberg acknowledged the efforts of Secretary of State Jocelyn Benson and County Clerk Barb Byrum regarding election security.

**Cemetery** – Supervisor Bloomquist updated the Board on the progress of the landscaping at the Green Burial site. The land bridge and shepherd's wall has been completed. The final step will be ordering the trees for the area.

**Roads** – Supervisor Bloomquist noted that the Road Committee will be meeting on September 25<sup>th</sup> to draft the proposed road policy contract for next year.

**Branch School** – Supervisor Bloomquist noted that the Ice Cream Social was not as well-attended as last year. It was observed that it was a cooler day and the River Days event was happening simultaneously. She shared that the Ingham County Historical Commission is planning a future event. This is an effort to promote their new One Room Schoolhouses book that came out in May. Copies of the book will be available to purchase at each participating school when the event is officially scheduled. A reminder about the Branch School Christmas open house on Dec. 8 was also shared.

**Supervisor Updates** – Supervisor Bloomquist welcomed Treasurer VanErp to her first meeting and noted her seamless transition from Deputy Treasurer to Treasurer. She also noted that Dali Giese will be stepping down from the Planning Commission. She expressed gratitude for her work on behalf of the Township and her years of service.

**Public comment for agenda and non-agenda items**

Opened at 8:26 PM

Sue Alchin – Township Resident - thanked the board for taking action on Event Barns.

Toby Weston – Township Resident and Planning Commission Member – expressed gratitude for the service that Dali Giese provided the Planning Commission. He also thanked Supervisor Bloomquist for her advocacy and efforts on the the Safe Routes to School initiative. He noted its importance to and safety for the residents of the Township.

Closed at 8:30 PM

**Adjournment and Review**

**Trustee Duffy moved to adjourn the meeting.**

**Seconded by Clerk Cleveland**

**Meeting adjourned at 8:30pm**

**Minutes approved by:**

\_\_\_\_\_  
**Wanda Bloomquist, Township Supervisor**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Robin A. Cleveland, Township Clerk**

\_\_\_\_\_  
**Date**

Check Date	Bank	Check	Vendor Name	Invoice Number	Amount	Status
Bank GEN I GENERAL FUND CASH						
10/03/2024	GEN I	31979	BRIAN BUSHEY	10-2-24MS	100.00	Open
10/03/2024	GEN I	31980	CONSUMERS ENERGY	203144459724	20.04	Open
10/03/2024	GEN I	31981	ELIZABETH MONTEMAYOR	9-11-24GCB	100.00	Open
10/03/2024	GEN I	31982	FRONTIER	061292-5	54.45	Open
10/03/2024	GEN I	31983	JESSICA LLOYD	9-10-24GCB	100.00	Open
10/03/2024	GEN I	31984	JOYCE JENSEN	10-2-24MS	100.00	Open
10/03/2024	GEN I	31985	M&MS FARMS	9-10-24GCB	250.00	Open
10/03/2024	GEN I	31986	MANNIK SMITH GROUP	125677	1,500.00	Open
GEN I TOTALS:						
Total of 8 Checks:					2,224.49	
Less 0 Void Checks:					0.00	
Total of 8 Disbursements:					2,224.49	

User: ROBIN

CHECK NUMBERS 1144 - 1144

DB: WILLIAMSTOWN

AP POLICE PAID FOR OCTOBER 2024 BOARD MEETING - 3RD QUARTER

Check Date	Bank	Check	Vendor Name	Invoice Number	Amount	Status
Bank POLIC POLICE SERVICES						
10/03/2024	POLIC	1144	MERIDIAN TOWNSHIP	3RD QUARTER 2024	44,624.94	Open
POLIC TOTALS:						
Total of 1 Checks:					44,624.94	
Less 0 Void Checks:					0.00	
Total of 1 Disbursements:					44,624.94	



Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
09/26/2024	GEN I	DD973	VANERP, KIM	2,750.00	0.00	2,220.39	Open
09/26/2024	GEN I	DD974	VAUGHN, STEPHEN T	2,675.00	0.00	2,225.00	Open
09/26/2024	GEN I	DD975	WESTON, TOBIN	75.00	0.00	66.08	Open
09/18/2024	GEN I	51276	BLUE CROSS BLUE SHIELD	927.02	927.02	0.00	Open
09/03/2024	GEN I	51272	GOLDMAN SACHS	418.16	418.16	0.00	Open
09/18/2024	GEN I	51277	GOLDMAN SACHS	405.94	405.94	0.00	Open
09/05/2024	GEN I	EFT823	INTERNAL REVENUE SERVICE	3,427.86	3,427.86	0.00	Open
09/11/2024	GEN I	EFT824	INTERNAL REVENUE SERVICE	1,727.18	1,727.18	0.00	Open
09/25/2024	GEN I	EFT826	INTERNAL REVENUE SERVICE	1,487.44	1,487.44	0.00	Open
09/24/2024	GEN I	EFT825	MICH DEPT TREASURY	1,545.56	1,545.56	0.00	Open
Totals:			Number of Checks: 040	44,009.97	12,910.14	23,245.76	
Total Physical Checks:			9				
Total Check Stubs:			31				

Check Date	Bank	Check	Vendor Name	Invoice Number	Amount	Status
Bank GEN I GENERAL FUND CASH						
10/03/2024	GEN I	31987	ASAP PRINTING, INC.	186998	42.88	Open
10/03/2024	GEN I	31988	BS&A SOFTWARE	156388	19,650.00	Open
10/03/2024	GEN I	31989	CEN TEC CAST METAL PRODUCTS	57611	553.50	Open
10/03/2024	GEN I	31990	CITY PULSE	35686	83.25	Open
10/03/2024	GEN I	31991	CLEANLITES RECYCLING, INC.	IN0098585	1,020.72	Open
10/03/2024	GEN I	31992	ETNA SUPPLY	S105725956.002	14.83	Open
10/03/2024	GEN I	31993	FRIEDLAND INDUSTRIES, INC.	8354	165.00	Open
10/03/2024	GEN I	31994	GEOSTAR MECHANICAL LLC	5958	649.00	Open
10/03/2024	GEN I	31995	KENT COMMUNICATIONS	10141-161422C	1,626.89	Open
10/03/2024	GEN I	31996	KIM VANERP	10-1-24KV	39.75	Open
10/03/2024	GEN I	31997	MAC DONNELLY	10-2-24MD	77.05	Open
10/03/2024	GEN I	31998	MANER COSTERISAN	57994	6,407.25	Open
10/03/2024	GEN I	31999	THE COLLINS GROUP, INC.	I01340945	99.15	Open
10/03/2024	GEN I	32000	TRIGON ROAD LLC	1370	300.00	Open
GEN I TOTALS:						
Total of 14 Checks:					30,729.27	
Less 0 Void Checks:					0.00	
Total of 14 Disbursements:					30,729.27	

## Finalized Permit List

10/02/2024

Permit	Address	Issued	Status	Category	Permit Fees	Const. Value
PB24-0052	2411 WHITE PINE DR	05/08/2024	FINALED	DECK	\$165.00	\$38,495
PB24-0098	1677 BARRY RD	08/13/2024	FINALED	Reroof	\$165.00	
PB24-0049	1887 BARRY RD	05/09/2024	FINALED	POLE BARN	\$830.00	\$36,000
PB024-0091	4794 MERIDIAN RD	07/25/2024	FINALED	garage	\$230.00	\$1,009,500
PB24-0095	1791 BROOKSHIRE CT	07/30/2024	FINALED	Reroof	\$165.00	
PB24-0097	3850 BEEMAN RD	08/13/2024	FINALED	Reroof	\$165.00	
PB024-0077	1751 BROOKSHIRE CT	06/20/2024	FINALED	Reroof	\$165.00	
PB24-0106	4360 N WILLIAMSTON RD	08/28/2024	FINALED	Reroof	\$165.00	
PB24-0060	6049 ZIMMER RD	05/16/2024	FINALED	Setback	\$80.00	
PB24-0066	352 SHOESMITH RD	05/23/2024	FINALED	SOLAR	\$165.00	\$92,616
PB24-0107	4281 MERIDIAN RD	09/12/2024	FINALED	DECK	\$570.00	\$47,708

**Total Permits: 11**

**Total Value: \$1,224,319**

**Total Fees: \$2,865.00**

# Issued Permit List

10/02/2024

Permit	Address	Issued	Status	Category	Contractor	Permit Fees	Const. Value
PB024-0092	2020 MITCHELL RD	09/04/2024	ISSUED	DECK	Zischke builders	\$425.00	\$37,910
PB24-0103	543 GULICK RD	09/05/2024	ISSUED	POLE BARN	FBI Buildings Inc.	\$450.00	\$70,000
PB24-0108	45 E GRAND RIVER RD	09/11/2024	ISSUED	POLE BARN	STEVENS ASSOCIATES BUILDERS	\$565.00	\$427,600
PB24-0109	6131 LOUNSBURY RD	09/10/2024	ISSUED	Reroof	Home Pro Roofing	\$165.00	
PB24-0110	4360 N WILLIAMSTON RD	09/10/2024	ISSUED	Reroof	Home Pro Roofing	\$165.00	
PB24-0111	4200 MERIDIAN RD	09/12/2024	ISSUED	ACCESSORY BLDG ADD/	CUSTOM BUILT, INC	\$345.00	\$125,000
PB24-0112	1680 BARRY RD	09/17/2024	ISSUED	Reroof	Home Pro Roofing	\$165.00	
PB24-0113	2076 EPLEY RD	09/19/2024	ISSUED	Res. ADD / REMODEL / F		\$230.00	
PB24-0114	222 E HASLETT RD	09/25/2024	ISSUED	Reroof	JIMMERSON ROOFING	\$165.00	
PB24-0115	4244 REDBUD TRL	09/24/2024	ISSUED	Reroof	PALMER CONSTRUCTION	\$165.00	
PB24-0107	4281 MERIDIAN RD	09/12/2024	FINALED	DECK	Visionary Builders INC.	\$570.00	\$47,708

**Total Permits: 11**

**Total Value: \$708,218**

**Total Fees: \$3,410.00**

# SEPTEMBER 2024 POLICE REPORT - WILLIAMSTOWN TOWNSHIP

	JANUARY		FEBRUARY		MARCH		1ST QUARTER	
	2023	2024	2023	2024	2023	2024	2023	2024
Calls for Service	88	104	96	93	90	127	274	324
Written Reports	14	22	19	19	14	19	47	60
Crash Reports	3	10	7	4	9	6	19	20
Personal Injury Reports	0	2	1	0	1	0	2	2
Citations	1	1	4	0	1	0	6	1
Charges	2	1	5	0	2	0	9	1
Arrests	2	1	0	0	2	1	4	2
Patrol Hours	181.00	195.00	161.25	165.75	181.00	183.50	523.25	544.25
Billable Patrol Hours	14.00	32.25	23.50	12.25	17.25	25.00	54.75	69.50
Cost	\$979.72	\$2,314.58	\$1,637.48	\$879.18	\$1,201.98	\$1,794.25	\$3,819.18	\$4,988.02
	APRIL		MAY		JUNE		2ND QUARTER	
	2023	2024	2023	2024	2023	2024	2023	2024
Calls for Service	92	113	75	112	90	123	257	348
Written Reports	7	18	11	10	12	10	30	38
Crash Reports	1	5	5	5	3	7	9	17
Personal Injury Reports	0	1	0	1	1	1	1	3
Citations	0	2	0	0	0	0	0	2
Charges	0	2	0	0	0	0	0	2
Arrests	1	2	1	1	0	1	2	4
Patrol Hours	177.00	179.00	179.00	200.75	171.75	188.75	527.75	568.50
Billable Patrol Hours	17.25	20.50	30.50	21.25	13.00	29.00	60.75	70.75
Cost	\$1,201.98	\$1,471.29	\$2,125.24	\$1,525.11	\$905.84	\$2,081.33	\$4,233.06	\$5,077.73
	JULY		AUGUST		SEPTEMBER		3RD QUARTER	
	2023	2024	2023	2024	2023	2024	2023	2024
Calls for Service	109	112	121	119	129	103	359	334
Written Reports	19	16	15	17	32	11	66	44
Crash Reports	5	3	6	9	11	10	22	22
Personal Injury Reports	3	3	1	3	3	5	7	11
Citations	0	0	1	1	2	1	3	2
Charges	0	0	1	1	2	2	3	3
Arrests	2	1	0	0	2	2	4	3
Patrol Hours	183.50	177.25	183.25	177.75	177.25	180.00	544.00	535.00
Billable Patrol Hours	26.50	22.75	21.00	37.25	40.75	37.75	88.25	97.75
Cost	\$1,846.52	\$1,632.77	\$1,463.28	\$2,673.43	\$2,839.46	\$2,709.32	\$6,149.26	\$7,015.52
	OCTOBER		NOVEMBER		DECEMBER		4TH QUARTER	
	2023	2024	2023	2024	2023	2024	2023	2024
Calls for Service							0	0
Written Reports							0	0
Crash Reports							0	0
Personal Injury Reports							0	0
Citations							0	0
Charges							0	0
Arrests							0	0
Patrol Hours							0	0
Billable Patrol Hours							0	0
Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	YEAR TO DATE							
	2023	2024						
Calls for Service	890	1006						
Written Reports	143	142						
Crash Reports	50	59						
Personal Injury Reports	10	16						
Citations	9	5						
Charges	12	6						
Arrests	10	9						
Patrol Hours	1595.00	1647.75						
Billable Patrol Hours	203.75	238.00						
Cost	\$14,201.50	\$17,081.26						

# Williamstown Township Treasurer's Report

Financial Activity in September 2024

Presented at the meeting of the Township Board on Wednesday, October 9, 2024

## General Ledger Report for August 2024

Account	Cash		Investment		Total	
	9/1/2024	9/30/2024	9/30/2024	9/1/2024	9/30/2024	9/30/2024
General Fund	\$ 980,530.20	\$ 844,937.00	\$ 791,115.24	\$ 1,773,539.28	\$ 1,636,052.24	
Cemetery	\$ 151,764.61	\$ 172,126.64	\$ 164,703.93	\$ 313,574.46	\$ 336,830.57	
Police Services	\$ 263,404.67	\$ 215,654.07	\$ 227,381.99	\$ 478,818.73	\$ 443,036.06	
Capital Project Fund (401)	\$ (177,219.14)	\$ 52,787.86	\$ 341,977.69	\$ 163,819.85	\$ 394,765.55	
*+ARPA Funds	\$ 64,677.62	\$ 64,677.62	\$ 257,248.07	\$ 319,395.15	\$ 321,925.69	

## Bank Statements for August 2024

Bank Accounts	8/1/2024	Total Withdrawals	Total Deposits	Interest	8/30/2024
<b>Independent Bank</b>					
Gen/Cem/401	\$ 950,262.60	\$ (85,151.26)	\$ 323,526.68	\$ 1,815.21	\$ 1,190,453.23
<b>Inc. ARPA Funds</b>					
<b>Independent Bank</b>					
Taxes	\$ 272,633.98	\$ (454,775.70)	\$ 582,305.75	\$ -	\$ 400,164.03
<b>Huntington Bank</b>					
Police Services	\$ 262,999.67	\$ (48,592.15)		\$ 61.80	\$ 214,469.32

## Williamstown Township Treasurer's Report

### Police Services Investment Schedule as of September 2024

Bank Name		Maturity Date	Interest Rate	Amount	Interest Earned	Total
MSUFCU C5	CD	10/10/2024	4.25%	\$ 51,383.37	\$ 2,322.99	\$ 53,706.36
MSUFCU C4	CD	10/15/2024	4.05%	\$ 51,619.76	\$ 3,276.85	\$ 54,896.61
First National Bank	CD	6/19/2025	5.05%	\$ 57,186.01	\$ 2,203.50	\$ 59,389.51
First National Bank	CD	6/19/2025	5.05%	\$ 57,186.01	\$ 2,203.50	\$ 59,389.51
<b>Total Police Investments</b>				<b>\$ 217,375.15</b>	<b>\$ 10,006.84</b>	<b>\$ 227,381.99</b>

### Cemetery Fund Investment Schedule as of September 2024

Bank Name		Maturity Date	Interest Rate	Amount	Interest Earned	Total
Independent Bank 27-1	CD	9/30/2024	5.10%	\$ 31,201.85	\$ 1,613.40	\$ 32,815.25
Flagstar Bank	CD	10/23/2024	5.08%	\$ 44,312.70	\$ 437.71	\$ 44,750.41
MSUFCU C1	CD	6/1/2025	4.50%	\$ 83,680.18	\$ 3,458.09	\$ 87,138.27
<b>Total Cemetery Investments</b>				<b>\$ 159,194.73</b>	<b>\$ 5,509.20</b>	<b>\$ 164,703.93</b>

### General Fund Investment Schedule as of September 2024

Bank Name		Maturity Date	Interest Rate	Amount	Interest Earned	Total
Dart Bank-3867	CD	10/26/2024	4.90%	\$ 133,254.34	\$ 6,584.02	\$ 139,838.36
Flagstar Bank-2139	CD	11/8/2024	5.08%	\$ 109,448.69	\$ 834.00	\$ 110,282.69
Independent Bank-90-1	CD	12/14/2024	4.80%	\$ 111,179.54	\$ -	\$ 111,179.54
Independent Bank-36-1	CD	1/3/2025	4.85%	\$ 111,035.60	\$ -	\$ 111,035.60
First National Bank	CD	6/19/2025	5.05%	\$ 114,372.02	\$ 4,407.03	\$ 118,779.05
Consumers CU-8796	CD	9/4/2025	5.00%	\$ 100,000.00	\$ -	\$ 100,000.00
Consumers CU-8804	CD	3/4/2026	4.25%	\$ 100,000.00	\$ -	\$ 100,000.00
<b>Total GF Investments</b>				<b>\$ 779,290.19</b>	<b>\$ 11,825.05</b>	<b>\$ 791,115.24</b>

## Williamstown Township Treasurer's Report

### 401 Capital Project Fund as of September 2024

Bank Name		Maturity Date	Interest Rate	Amount	Accrued Interest	Total
5th/3rd Sec. - C. Schwab	CD	10/15/2024	5.00%	\$ 160,000.00	\$ 2,630.14	\$ 162,630.14
5th/3rd Sec. - Bank of America	CD	12/1/2025	5.15%	\$ 177,000.00	\$ 2,347.55	\$ 179,347.55
<b>Total Capital Fund Investments</b>				<b>\$ 337,000.00</b>	<b>\$ 4,977.69</b>	<b>\$ 341,977.69</b>

### ARPA Fund Investments as of September 2024

Bank Name		Maturity Date	interest Rate	Amount	Interst Earned	Total
Case Credit Union	TDA	1/30/2025	4.00%	\$ 240,000.00	\$ 17,248.07	\$ 257,248.07



# Williamstown Township Treasurer's Report

## CD Maturity Date by Fund

Bank Name		Amount	Interest Rate	Start Date	Maturity Date	Time Length
<b><u>General Fund</u></b>						
Dart Bank - 3867	Q	\$ 133,254.34	4.90%	9/23	<b>10/26/2024</b>	13 Months
Flagstar Bank	Q	\$ 109,448.69	5.08%	11/23	<b>11/8/2024</b>	12 Months
Independent Bank 90-1	A	\$ 111,179.54	4.80%	3/24	<b>12/24/2024</b>	9 Months
Independent Bank 36-1	A	\$ 111,035.60	4.85%	4/24	<b>1/3/2025</b>	9 Months
First National Bank	Q	\$ 114,372.02	5.05%	9/23	<b>6/19/2025</b>	18 Months
Consumers CU	M	\$ 100,000.00	5.00%	9/24	<b>9/4/2025</b>	12 Months
Consumers CU	M	\$ 100,000.00	4.25%	9/24	<b>3/4/2026</b>	18 Months
<b><u>Cemetery Fund</u></b>						
Independent Bank 27-1	A	\$ 31,201.85	5.10%	10/23	<b>9/30/2024</b>	12 Months
Flagstar Bank	A	\$ 44,312.70	5.08%	10/23	<b>10/23/2024</b>	12 Months
MSUFCU C3	Q	\$ 83,680.18	4.50%	12/23	<b>6/1/2025</b>	18 Months
<b><u>Police Services Fund</u></b>						
MSUFCU	Q	\$ 51,383.37	4.25%	10/23	<b>10/10/2024</b>	12 Months
MSUFCU	Q	\$ 51,619.76	4.05%	4/23	<b>10/15/2024</b>	18 Months
First National Bank	Q	\$ 57,186.01	5.05%	9/23	<b>6/19/2025</b>	18 Months
First National Bank	Q	\$ 57,186.01	5.05%	9/23	<b>6/19/2025</b>	18 Months
<b><u>401 Capital Project Fund</u></b>						
5th/3rd Securities - C.						
Schwab	A	\$ 160,000.00	5.00%	5/23	<b>10/15/2024</b>	18 Months
5th/3rd Securities - Bank of America						
	A	\$ 177,000.00	5.15%	5/24	<b>12/1/2025</b>	18 Months
<b><u>ARPA Fund</u></b>						
Case Credit Union	M	\$ 249,457.86	4.75%	1/24	<b>1/31/2025</b>	12 Months

## INDEPENDENT AUDITORS' LETTER OF COMMENTS AND RECOMMENDATIONS

September 27, 2024

Board of Trustees  
Williamstown Township  
Williamston, Michigan

In planning and performing our audit of the financial statements of Williamstown Township, as of and for the year ended March 31, 2024, in accordance with auditing standards generally accepted in the United States of America, we considered Williamstown Township's internal control over financial reporting (internal control) as a basis for designing auditing procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control. Accordingly, we do not express an opinion on the effectiveness of the Township's internal control.

However, during our audit we became aware of deficiencies in internal control other than significant deficiencies and material weaknesses and matters that are opportunities for strengthening internal controls and operating efficiency. The memorandum that accompanies this letter summarizes our comments and suggestions regarding those matters. We previously communicated to you about the Township's internal control in our letter dated September 27, 2024. This letter does not affect our report dated September 27, 2024, on the financial statements of Williamstown Township.

We will review the status of these comments during our next audit engagement. We have already discussed many of these comments and suggestions with various Williamstown Township's personnel, and we will be pleased to discuss them in further detail at your convenience, to perform any additional study of these matters, or to assist you in implementing the recommendations.

This communication is intended solely for the information and use of management, Williamstown Township, and others within the Township, and is not intended to be, and should not be, used by anyone other than those specified parties.

*Clark, Schaefer, Hackett & Co.*East Lansing, Michigan  
September 27, 2024

## MEMORANDUM

### PRIOR YEAR RECOMMENDATIONS

#### Bank Reconciliations

During the audit it was noted that some of the bank reconciliations for the general fund checking account were being completed several months after month end. We recommend that this process be completed sooner to month end to help strengthen the controls in this area. **Current year status: This recommendation has been implemented.**

#### Credit Card Procedures

During the audit we noted one credit card transaction did not have proper back up information attached to the credit card statement. We recommend that all transactions on the credit card statement have the proper documentation attached. Also, each credit card statement should be reviewed and approved by documenting initials and date. This will improve the internal controls on the credit card transaction. **Current year status: This recommendation has been implemented.**

#### Payroll

We noted during our audit that the Supervisor reviews and approves timesheets and payroll reports, but no other employee reviews the Supervisor's payroll report. We recommend that the Treasurer or Clerk approves the Supervisor's bi-weekly payroll reports and signs or initials the report to document their approval of the payroll. **Current year status: This recommendation has been implemented.**

#### Journal Entries

We noted during our audit that the outside accountant provides year-end journal entries to Williamstown Township with no supporting documentation. We recommend that the outside accountant provides documentation to Williamstown Township that agrees to the journal entries. This will provide an audit trail to the journal entries. **Current year status: This recommendation has not been implemented.**

**WILLIAMSTOWN TOWNSHIP  
INGHAM COUNTY, MICHIGAN**

**REPORT ON FINANCIAL STATEMENTS**  
**(with required and other supplementary information)**

**YEAR ENDED MARCH 31, 2024**  
**(With Independent Auditors' Report)**

**WILLIAMSTOWN TOWNSHIP  
INGHAM COUNTY, MICHIGAN  
MARCH 31, 2024**

**BOARD OF TRUSTEES**

Wanda Bloomquist	Supervisor
Robin Cleveland	Clerk
Jill Cutshaw	Treasurer
Keith Creagh	Trustee
Kevin Duffy	Trustee
Janet Eyster	Trustee
Mark Steinberg	Trustee

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**WILLIAMSTOWN TOWNSHIP  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
MARCH 31, 2024**

The discussion and analysis of the Township's financial performance provides an overview of the Township's financial activities for the fiscal year ended March 31, 2024. Please read it in conjunction with the Township's financial statements.

**Financial Highlights**

To maintain accountability, revenue and expenditures are separated into police services, cemetery maintenance and services, and the general fund for all other governmental activities. The following represents the most significant financial highlights for these three funds.

- State shared revenue, our largest revenue source, decreased \$12,766 due to there being no census data increase in the current year.
- Special assessment in the current year increased by \$187,602 in the General fund. Special assessment increased by a large amount in the current year because of the township having two new special assessments for neighborhood road improvements that were requested by residents.
- Overall revenue for the General Fund increased by \$592,982 and expenditures decreased by \$107,597 from fiscal year 22-23.
- With General Fund revenue of \$1,625,755 and expenditures and transfers out of \$1,413,404 and \$29,000, respectively, the fund balance increased \$183,351. This is shown in more detail on the statement of revenues, expenditures, and changes in fund balance (page 13).
- Police services are funded by a special assessment which has decreased from \$150 per residence in the first fiscal year (2010) to \$90 in the thirteenth fiscal year ending March 31, 2024.

**Using this Annual Report**

This annual report consists of a series of financial statements. The statement of net position (page 9) and the statement of activities (page 10) provide information about the activities of Williamstown Township as a whole and present a longer-term view of the Township's finances. This longer-term view uses the accrual basis of accounting so that it can measure the cost of providing services during the current year, and whether the taxpayers have funded the full cost of providing government services. The fund financial statements (page 11) present a short-term view; they tell us how the taxpayers' resources were spent during the year, as well as how much is available for future spending. Fund financial statements also report the operations of Williamstown Township in more detail than the government-wide financial statements by providing information about the Township's most significant funds.

**WILLIAMSTOWN TOWNSHIP  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
MARCH 31, 2024**

**The Township as a Whole**

The following table shows, in a condensed format of page 9, the net position as of March 31, 2024 and 2023.

	2024	2023
<b>Assets</b>		
Current and other assets	\$ 3,063,915	\$ 3,202,851
Noncurrent assets	159,922	-
Capital assets, net	1,294,245	1,074,615
	<u>4,518,082</u>	<u>4,277,466</u>
<b>Total assets</b>		
	<u>4,518,082</u>	<u>4,277,466</u>
<b>Liabilities</b>		
Current liabilities	205,609	634,524
	<u>205,609</u>	<u>634,524</u>
<b>Net Position</b>		
Investment in capital assets	1,294,245	1,074,615
Restricted	484,588	457,759
Unrestricted	2,533,640	2,110,568
	<u>2,533,640</u>	<u>2,110,568</u>
<b>Total net position</b>	<u>\$ 4,312,473</u>	<u>\$ 3,642,942</u>

The Township's total net position was \$4,312,473 on March 31, 2024. The net position invested in capital assets was \$1,294,245. The restricted net position of \$484,588 is restricted for police services. Unrestricted net position (the part of net position that can be used to finance day-to-day operations) was \$2,533,640 at the end of the fiscal year. This breakdown is also shown as a part of the statement of net position (page 9).

The following table shows the changes in net position, similar to the statement of activities (page 10), during the current and prior fiscal years.

	2024	2023
<b>Revenue</b>		
Program revenue		
Charges for services	\$ 475,787	\$ 370,052
Operating grants and contributions	460,699	27,430
General revenues		
Property taxes	351,438	286,886
Special assessments	187,602	-
State shared revenue	570,923	583,689
Local community stabilization	8,701	7,102
Investment earnings	73,613	38,385
Other revenue	2,820	6,229
	<u>2,131,583</u>	<u>1,319,773</u>
<b>Total revenue</b>		
	<u>2,131,583</u>	<u>1,319,773</u>
<b>Program Expenses</b>		
General government	532,640	564,608
Public safety	200,143	192,067
Public works	297,790	901,709
Community and economic development	67,740	47,040
Recreation and cultural	363,739	76,743
	<u>1,462,052</u>	<u>1,782,167</u>
<b>Total program expenses</b>		
	<u>1,462,052</u>	<u>1,782,167</u>
<b>Change in Net Position</b>	<u>\$ 669,531</u>	<u>\$ (462,394)</u>



**WILLIAMSTOWN TOWNSHIP  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
MARCH 31, 2024**

**Governmental Activities**

The Township's governmental revenues totaled \$2,131,583 with the greatest revenue source being intergovernmental revenue which is comprised of ARPA federal grant revenue in the amount of \$417,231 and State shared revenue in the amount of \$570,923, which in total makes up approximately 47% of total governmental revenue. This was followed by the Township's share of property taxes (approximately 16%). The Police Services Special Assessment was approximately 9% of total governmental revenue which is reported as charges for services. The Township incurred expenses of \$1,462,05. Recreation and cultural makes up approximately 25% of total governmental expenses. Recreation and cultural includes park projects. General government makes up approximately 36% of total governmental expenses. General government includes Township Board, Supervisor, Clerk, Treasurer, Building and Grounds, Township Office, and various other functions. Police services cost \$172,210 or about 14% of the total expenses.

**The Township's Funds**

The Township's fund financial statements begin on page 11, following the government-wide financial statements. The fund financial statements provide detailed information about the most significant funds, not Williamstown Township as a whole. Williamstown Township's Board of Trustees creates funds to help manage money for specific purposes as well as to show accountability for certain activities, such as property tax millages and special assessments. The Township's major funds for the fiscal year ended March 31, 2024, include the General Fund, Police Services Fund, and the Cemetery Fund.

The Police fund receives revenue primary through a special assessment levied by the Township.

The Cemetery fund receives revenue primarily through plot sales.

**General Fund Budgetary Highlights**

Over the course of the fiscal year, various budget adjustments were made by the Township Board.

The general fund government expenditure line items had a remaining balance of \$520,855. The Township's total expenditures were significantly under budget (approximately 43% below). The general government expended approximately 57% of the total expenditures budget. The Township also transferred \$344,886 to a capital improvements fund for budgeting purposes (non-GAAP) but reports the capital improvements fund with the General Fund in accordance with GASB 54. See the Other Supplementary Information (pages 38-39) for what makes up the capital improvements fund.

**Capital Asset and Debt Administration**

At the end of the fiscal year, the Township had \$1,294,245 invested in a broad range of capital assets, including land, buildings, vehicles, and equipment. This is approximately 20% higher than last year. The increase was due to community parking driveway improvements. See Note 5 (page 27) in the financial statements for more details.

The Township does not currently report any long-term debt.

**WILLIAMSTOWN TOWNSHIP  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
MARCH 31, 2024**

**Current Economic Factors**

While Williamstown Township's share of property taxes has risen slightly, they are expected to remain the same during the next year. The fiscal forecast for the State of Michigan remains conservative and the Township has historically received more than estimated; however, the Township does not count on this within the budget. Revenue will continue from the rental of the community room and park reservation fees for use of the athletic fields. Revenues from the Special Assessment for Police Services are expected to remain about the same. The Township Board has dedicated funds towards roads, however additional funding methods are needed to maintain the roads in a condition acceptable to residents. In summer of 2023, the Township funded two road construction special assessment districts in the Meadowdale and Red Cedar Manor subdivisions. Special assessment taxes will be assessed to these citizens over seven to ten years with interest at 3%.

**Contacting the Township's Management**

This financial report is intended to provide our citizens, taxpayers and customers with a general overview of the Township's finances and demonstrate the Township's accountability for the money it receives. If you have questions about this report or need additional information, we welcome you to contact the Township Clerk or Treasurer at the Township Hall.

## **BASIC FINANCIAL STATEMENTS**

**WILLIAMSTOWN TOWNSHIP  
STATEMENT OF NET POSITION  
MARCH 31, 2024**

	<u>Governmental Activities</u>
<b>ASSETS</b>	
Current assets	
Cash	\$ 1,580,669
Investments	1,418,608
Receivables	
Accounts	16,847
Special assessment	34,345
Due from other governments	7,252
Prepays	<u>6,194</u>
Total current assets	<u>3,063,915</u>
Noncurrent assets	
Special assessment receivables	159,922
Capital assets not being depreciated	488,316
Capital assets, net of accumulated depreciation	<u>805,929</u>
Total noncurrent assets	<u>1,454,167</u>
TOTAL ASSETS	<u>4,518,082</u>
<b>LIABILITIES</b>	
Current liabilities	
Accounts payable	67,190
Accrued liabilities	10,876
Unearned revenue	<u>127,543</u>
TOTAL LIABILITIES	<u>205,609</u>
<b>NET POSITION</b>	
Investment in capital assets	1,294,245
Restricted for police services	484,588
Unrestricted	<u>2,533,640</u>
TOTAL NET POSITION	<u><u>\$ 4,312,473</u></u>

See accompanying notes to financial statements.

**WILLIAMSTOWN TOWNSHIP  
STATEMENT OF ACTIVITIES  
YEAR ENDED MARCH 31, 2024**

Functions/Programs	Expenses	Program Revenues		Net (Expense) Revenue and Changes in Net Position Governmental Activities
		Charges for Services	Operating Grants and Contributions	
Governmental activities				
General government	\$ 532,640	\$ 174,383	\$ 454,599	\$ 96,342
Public safety	200,143	193,177	-	(6,966)
Public works	297,790	102,345	-	(195,445)
Community and economic development	67,740	-	-	(67,740)
Recreation and cultural	363,739	5,882	6,100	(351,757)
Total	<u>\$ 1,462,052</u>	<u>\$ 475,787</u>	<u>\$ 460,699</u>	<u>(525,566)</u>
General revenues				
Property taxes				351,438
Special assessment				187,602
State shared revenue				570,923
Local community stabilization				8,701
Investment earnings				73,613
Miscellaneous				<u>2,820</u>
Total general revenues				<u>1,195,097</u>
Change in net position				669,531
Net position, beginning of the year				<u>3,642,942</u>
Net position, end of the year				<u>\$ 4,312,473</u>

See accompanying notes to financial statements.

**WILLIAMSTOWN TOWNSHIP  
GOVERNMENTAL FUNDS  
BALANCE SHEET  
MARCH 31, 2024**

	General	Police Services	Cemetery	Total Governmental Funds
<b>ASSETS</b>				
Cash	\$ 1,105,395	\$ 299,305	\$ 175,969	\$ 1,580,669
Investments	1,035,905	221,860	160,843	1,418,608
Receivables				
Accounts	16,847	-	-	16,847
Special assessments	188,217	6,050	-	194,267
Due from other governments	7,252	-	-	7,252
Due from other funds	30	-	791	821
Prepays	4,481	-	1,713	6,194
<b>TOTAL ASSETS</b>	<b>\$ 2,358,127</b>	<b>\$ 527,215</b>	<b>\$ 339,316</b>	<b>\$ 3,224,658</b>
<b>LIABILITIES</b>				
Accounts payable	\$ 16,545	\$ 42,597	\$ 8,048	\$ 67,190
Accrued liabilities	10,876	-	-	10,876
Due to other funds	791	30	-	821
Unearned revenue	127,543	-	-	127,543
<b>TOTAL LIABILITIES</b>	<b>155,755</b>	<b>42,627</b>	<b>8,048</b>	<b>206,430</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>				
Unavailable revenue	188,217	-	-	188,217
<b>FUND BALANCES</b>				
Nonspendable				
Prepays	4,481	-	1,713	6,194
Restricted				
Police services	-	484,588	-	484,588
Committed				
Roads	204,734	-	-	204,734
Capital outlay	748,287	-	-	748,287
Recreation	61,023	-	-	61,023
Minimum fund balance	406,869	-	-	406,869
Assigned				
Cemetery operations	-	-	329,555	329,555
Subsequent year's expenditures	1,857	-	-	1,857
Unassigned	586,904	-	-	586,904
<b>TOTAL FUND BALANCES</b>	<b>2,014,155</b>	<b>484,588</b>	<b>331,268</b>	<b>2,830,011</b>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b>\$ 2,358,127</b>	<b>\$ 527,215</b>	<b>\$ 339,316</b>	<b>\$ 3,224,658</b>

See accompanying notes to financial statements.

**WILLIAMSTOWN TOWNSHIP  
RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET  
TO THE STATEMENT OF NET POSITION  
MARCH 31, 2024**

<b>Total fund balances - governmental funds</b>	<b>\$ 2,830,011</b>
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Amounts reported for the governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported as assets in the governmental funds:

The cost of capital assets is	\$ 1,931,341	
Accumulated depreciation is	<u>(637,096)</u>	
Capital assets, net		1,294,245

Long-term receivables are not available to pay for current period expenditures and are therefore deferred inflow of resources in the funds.

Special assessment receivables	<u>188,217</u>
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<b>Net position of governmental activities</b>	<b><u><u>\$ 4,312,473</u></u></b>
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**WILLIAMSTOWN TOWNSHIP  
GOVERNMENTAL FUNDS  
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES  
YEAR ENDED MARCH 31, 2024**

	General	Police Services	Cemetery	Total Governmental Funds
<b>REVENUES</b>				
Taxes	\$ 351,438	\$ -	\$ -	\$ 351,438
Special assessments	-	192,401	-	192,401
Licenses and permits	56,341	162	-	56,503
Intergovernmental	996,861	-	18,000	1,014,861
Charges for services	12,780	-	94,615	107,395
Interest and rents	67,783	6,476	5,593	79,852
Other	140,552	-	363	140,915
<b>TOTAL REVENUES</b>	<b>1,625,755</b>	<b>199,039</b>	<b>118,571</b>	<b>1,943,365</b>
<b>EXPENDITURES</b>				
Current				
General government	471,281	-	-	471,281
Public safety	24,672	172,210	-	196,882
Public works	204,090	-	88,817	292,907
Community and economic development	67,740	-	-	67,740
Recreation and cultural	625,698	-	-	625,698
Capital outlay	19,923	-	7,250	27,173
<b>TOTAL EXPENDITURES</b>	<b>1,413,404</b>	<b>172,210</b>	<b>96,067</b>	<b>1,681,681</b>
<b>EXCESS OF REVENUES OVER (UNDER) EXPENDITURES</b>	<b>212,351</b>	<b>26,829</b>	<b>22,504</b>	<b>261,684</b>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfer in	-	-	29,000	29,000
Transfer out	(29,000)	-	-	(29,000)
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>(29,000)</b>	<b>-</b>	<b>29,000</b>	<b>-</b>
<b>NET CHANGE IN FUND BALANCES</b>	<b>183,351</b>	<b>26,829</b>	<b>51,504</b>	<b>261,684</b>
Fund balances, beginning of year	1,830,804	457,759	279,764	2,568,327
Fund balances, end of year	<u>\$ 2,014,155</u>	<u>\$ 484,588</u>	<u>\$ 331,268</u>	<u>\$ 2,830,011</u>

See accompanying notes to financial statements.



**WILLIAMSTOWN TOWNSHIP  
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL  
FUNDS TO THE STATEMENT OF ACTIVITIES  
YEAR ENDED MARCH 31, 2024**

**Net change in fund balances - total governmental funds** \$ 261,684

Amounts reported for governmental activities in the statement of activities are different because:

In the statement of activities, the cost of capital assets is allocated over their estimated useful lives as depreciation expense. Governmental funds report capital outlays as expenditures. In the current period, these amounts are:

Capital outlay	277,341	
Book value of assets disposed	(3,969)	
Depreciation expense	<u>(53,742)</u>	
		219,630

Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.

Decrease in unavailable revenue	<u>188,217</u>
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<b>Change in net position of governmental activities</b>	<b><u><u>\$ 669,531</u></u></b>
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**WILLIAMSTOWN TOWNSHIP  
FIDUCIARY FUND  
STATEMENT OF NET POSITION  
MARCH 31, 2024**

	<u>Custodial Fund</u> <u>Current Tax</u> <u>Collection</u>
ASSETS	
Cash	\$       247
LIABILITIES	
Due to other governments	<u>247</u>
NET POSITION	<u><u>\$           -</u></u>

See accompanying notes to financial statements.

**WILLIAMSTOWN TOWNSHIP  
FIDUCIARY FUND  
STATEMENT OF CHANGES IN NET POSITION  
YEAR ENDED MARCH 31, 2024**

	<u>Custodial Fund</u> <u>Current Tax</u> <u>Collection</u>
ADDITIONS	
Collection of taxes for other governments	13,140,065
DEDUCTIONS	
Payment of taxes collected for other governments	13,140,065
Net change in fiduciary net position	<u>-</u>
NET POSITION	
Beginning of year	<u>-</u>
End of year	<u><u>\$ -</u></u>

See accompanying notes to financial statements.

**WILLIAMSTOWN TOWNSHIP  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 1 - DESCRIPTION OF TOWNSHIP AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Williamstown Township, Michigan (the Township) was organized as a township in 1937 under provisions of the constitution and general law of the State of Michigan. The Township is one of sixteen townships in Ingham County. The Township operates under an elected Township Board that consists of a Supervisor, Clerk, Treasurer, and four Trustees, and provides services to its residents in many areas including roads and planning.

Reporting Entity

As required by accounting principles generally accepted in the United States of America, these financial statements present all financial activities of Williamstown Township. The Township has no activities that would be classified as component units.

The inclusion of the activities of various agencies is based on the manifestation of oversight criteria, relying on such guidelines as the selection of the governing authority, the designation of management, the ability to exert significant influence on operations, and the accountability for fiscal matters. The accountability for fiscal matters considers the possession of the budgetary authority, the responsibility for surplus or deficit, the controlling of fiscal management, and the revenue characteristics, whether a levy or a charge. Consideration is also given to the scope of public service. The scope of public service considers whether the activity is for the benefit of the reporting entity and/or its residents and is within the geographic boundaries of the reporting entity and generally available to its citizens.

Based upon the application of these criteria, the financial statements of the Township contain all the funds controlled by the Township Board.

Jointly Governed Organizations

The Township participates in the following activity, which is considered to be a jointly governed organization in relation to the Township due to there being no ongoing financial interest or responsibility.

Northeast Ingham Emergency Service Authority (NIESA) - The Township, in conjunction with the City of Williamston, Locke Township, Wheatfield Township, Leroy Township, and the Village of Webberville, entered into an agreement effective January 1, 1999, to create the NIESA to provide fire and emergency services to the constituent municipalities. The Williamston Community Fire and Ambulance Board ceased operations on December 31, 1998.

The Township has one representative on the seven-member board. The Township and each constituent municipality levy 2.9649 mills of tax to support the operations of NIESA. The Township has no other financial responsibility.

**WILLIAMSTOWN TOWNSHIP  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 1 - DESCRIPTION OF TOWNSHIP AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES  
(continued)**

Basis of Presentation

**GOVERNMENT-WIDE FINANCIAL STATEMENTS**

The statement of net position and the statement of activities (the government-wide financial statements) present information for the primary government units as a whole. All nonfiduciary activities of the primary government are included (i.e., fiduciary fund activities are not included in the government-wide financial statements). For the most part, interfund activity has been eliminated in the preparation of these statements.

The statement of activities presents the direct functional expenses of the primary government and the program revenues that support them. Direct expenses are specifically associated with a service, program, or department and are therefore clearly identifiable to a particular function. Program revenues are associated with specific functions and include charges to recipients of goods or services and grants and contributions that are restricted to meeting the operational or capital requirements of that function. Revenues that are not required to be presented as program revenues are general revenues. This includes all taxes, interest, and unrestricted State revenue sharing payments and other general revenues and shows how governmental functions are either self-financing or supported by general revenues.

**FUND FINANCIAL STATEMENTS**

The fund financial statements present the Township's individual major funds and the fiduciary fund. Separate financial statements are provided for governmental activities and fiduciary activities, even though the later are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

The major governmental funds of the Township are:

- a. The General Fund is the Township's primary operating fund. It accounts for all financial resources of the general government except for those that are required to be accounted for in another fund.
- b. The Police Services Fund is used to account for restricted special assessment financial resources that are used for police services.
- c. The Cemetery Fund is used to account for assigned financial resources that are used for operations of the cemetery

The Township also reports as a fiduciary fund the current tax collections fund (custodial fund).

Measurement Focus

The government-wide and fiduciary fund financial statements are presented using the economic resources measurement focus, similar to that used by business enterprises or not-for-profit organizations. Because another measurement focus is used in the governmental fund financial statements, reconciliations to the government-wide financial statements are provided that explain the differences in detail.

**WILLIAMSTOWN TOWNSHIP  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 1 - DESCRIPTION OF TOWNSHIP AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES  
(continued)**

Measurement Focus (continued)

All governmental funds are presented using the current financial resources measurement focus. With this measurement focus, only current assets, deferred outflows of resources, current liabilities, and deferred inflows of resources generally are included on the balance sheet. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in fund balance.

Basis of Accounting

Basis of accounting determines when transactions are recorded in the financial records and reported on the financial statements. Government-wide financial statements are prepared using the accrual basis of accounting; fiduciary funds also use the accrual basis of accounting. Governmental funds use the modified accrual basis of accounting. Differences in the accrual and modified accrual basis of accounting arise in the recognition of revenue (unavailable deferred resources) and in the presentation of expenses versus expenditures.

All governmental funds are accounted for using the modified accrual basis of accounting. Under this method, revenues are recognized when they become susceptible to accrual (when they become both “measurable” and “available to finance expenditures of the current period”). The length of time used for “available” for purposes of revenue recognition in the governmental fund financial statements is 60 days. Revenues that are considered measurable but not available are recorded as a receivable and unavailable revenue. Significant revenues susceptible to accrual are property taxes, special assessments, and certain intergovernmental revenues. Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred, except for interest on long-term debt which is recorded when due.

Budgets and Budgetary Accounting

The General Fund, Police Services, and Cemetery funds budgets shown as required supplementary information to the financial statements were prepared on a basis not substantially different than the basis used to reflect actual results.

The Township follows these procedures in establishing the budgetary data reflected in the required supplementary information:

- a. Prior to April 1, the budget is legally adopted on a departmental (activity) level through passage of a Board resolution. After the budget is adopted, all transfers of budgeted amounts between departments within a fund or any revisions that alter the total expenditures of a fund or activity must be approved by the Township Board.
- b. Formal budgetary integration is employed as a management control device during the year for the General Fund.

**WILLIAMSTOWN TOWNSHIP  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 1 - DESCRIPTION OF TOWNSHIP AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES  
(continued)**

Budgets and Budgetary Accounting (continued)

- c. Budgeted amounts are reported as originally adopted or amended by the Township Board during the year.

Cash and Investments

Cash consists of checking and savings accounts. Cash in excess of current requirements is invested in certificates of deposit and disclosed as part of the Township's investments. The certificates of deposit are classified as investments due to having an original maturity of over 90 days.

- a. Bonds, securities, and other obligations of the United States or any agency or instrumentality of the United States.
- b. Certificates of deposit, savings accounts, deposit accounts, or depository receipts of a State or nationally chartered bank or a State or Federally chartered savings and loan association, savings bank, or credit union whose deposits are insured by an agency of the United States government and which maintains a principal office or branch office located in this State under the laws of the State or the United States, but only if the bank, savings and loan association, savings bank, or credit union is eligible to be a depository of surplus funds belonging to the State under Section 5 or 6 of Act No. 105 of the Public Acts of 1855, as amended, being Section 21.145 and 21.146 of the Michigan Compiled Laws.
- c. Commercial paper rated at the time of purchase within the three highest classifications established by not less than two standard rating services, and which matures not more than 270 days after the date of purchase.
- d. The United States government or federal agency obligations repurchase agreements.
- e. Bankers' acceptances of United States banks.
- f. Mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan.

Receivables

Receivables consist of amounts due from various individuals, governments, and businesses related to charges for services, amounts owed to the Township from special assessments, grants, and taxes levied that have not been collected.

Prepays

Prepays consist of certain insurance premiums and other expenditures representing costs applicable to future periods. Reported prepaid items are equally offset by nonspendable fund balance, which indicates they do not constitute "available spendable resources" even though they are a component of current assets.

**WILLIAMSTOWN TOWNSHIP  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 1 - DESCRIPTION OF TOWNSHIP AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES  
(continued)**

Property Tax

The Township bills and collects both its own property tax levy and the tax levy for other governmental units. The Township's property tax revenue recognition policy and related tax calendar disclosures are as follows:

Property taxes are levied twice per year. A summer tax is levied on July 1 and a winter tax is levied on December 1. The tax levies are due September 14 and February 14, respectively. All taxes not paid by their due dates are deemed delinquent. Delinquent real property taxes are turned over to the Ingham County Treasurer on March 1 of the year following the levy. The Ingham County Treasurer remits payment to all taxing units on all delinquent real property taxes. Delinquent personal property taxes are retained by the Township for subsequent collection. Property taxes are recognized as revenues in the period for which they are levied.

The Township is permitted to levy up to \$1 per \$1,000 of assessed valuation for general governmental service and additional amounts for debt service. For the year ended March 31, 2024, the Township levied .9738 mills for general governmental services. The total taxable value for the 2023 levy for property within the Township was \$303,137,954.

Capital Assets

Capital assets are recorded (net of accumulated depreciation, if applicable) in the government-wide financial statements under the governmental activities column. Capital assets are those with an estimated useful life of more than one year. Capital assets are not recorded in the governmental funds. Instead, capital acquisition and construction are reflected as expenditures in governmental funds, and the related assets are reported in the government-wide financial statements. The Township's capitalization policy is \$5,000. All purchased capital assets are valued at cost where historical records are available and at an estimated historical cost where no historical records exist. Donated capital assets are valued at their acquisition market value on the date received.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Depreciation is computed using the straight-line method over the following useful lives:

Land improvements	15 - 40 years
Buildings and improvements	15 - 40 years
Equipment	5 - 15 years
Vehicles	5 - 10 years



**WILLIAMSTOWN TOWNSHIP  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 1 - DESCRIPTION OF TOWNSHIP AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES  
(continued)**

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position and fund balance, when applicable, will report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net assets that applies to a future period and so will not be recognized as an outflow of resources (expenditure/expense) until that time. In addition to liabilities, the statement of net position and fund balance, when applicable, will report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net assets that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time. The Township does currently have items that meet the recognition criteria for classification as deferred inflows of resources or deferred outflows of resources.

Fund Balance Classifications

Fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. The following are the five classifications of fund balance:

*Nonspendable* - assets that are not available in a spendable form such as inventory, prepaid expenditures, and long-term receivables not expected to be converted to cash in the near term. It also includes funds that are legally or contractually required to be maintained intact such as the corpus of a permanent fund or foundation.

*Restricted* - amounts that are required by external parties to be used for a specific purpose. Constraints are externally imposed by creditors, grantors, contributors or laws, regulations or enabling legislation.

*Committed* - amounts constrained on use imposed by formal action of the government's highest level of decision-making authority (Township Board).

*Assigned* - amounts intended to be used for specific purposes. This is determined by the governing body, the budget or finance committee or a delegated municipality official.

*Unassigned* - all other resources; the remaining fund balance after non-spendable, restrictions, commitments, and assignments. This class only occurs in the General Fund, except for cases of negative fund balances. Negative fund balances are always reported as unassigned, no matter which fund the deficit occurs in.

Fund Balance Policies

For committed fund balance, the Township's highest level of decision-making authority is the Township Board. The formal action that is required to be taken to establish (and modify or rescind) a fund balance commitment is a Board resolution.

**WILLIAMSTOWN TOWNSHIP  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 1 - DESCRIPTION OF TOWNSHIP AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES  
(continued)**

Fund Balance Policies (continued)

For assigned fund balance, the Township has not approved a policy indicating who is authorized to assign amounts to a specific purpose, therefore the authority for assigning fund balance remains with the Township Board.

The Township has not formally adopted a policy that determines when both restricted and unrestricted fund balances are available which should be used first, therefore restricted resources will be used first, then unrestricted resources if they are needed.

The Township has not formally adopted a policy that determines whether committed, assigned, or unassigned amounts are considered to be spent when an expenditure is incurred for purposes which amounts from any of those fund balance classifications could be used.

The Township has adopted a policy which states the Township will maintain a minimum General Fund balance of at least 46% of the six-year average for General Fund revenue. This will be reevaluated every two years and reset as needed.

Restrictions of Net Position

Net position represents the difference between assets and deferred outflows of resources less liabilities and deferred inflows of resources. Investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balance of any borrowing used for the acquisition, construction or improvement of those assets. At March 31, 2024, the Township did not have any outstanding capital related debt.

Net position is reported as restricted when there are limitations imposed on its use either through enabling legislation adopted by the Township or through external restrictions imposed by creditors, grantors or laws or regulations of other governments. The Township first applies restricted resources when an expense is incurred for purpose for which both restricted and unrestricted net position is available.

Interfund Transactions

During the course of normal operations, the Township has numerous transactions between funds, including expenditures and transfers of resources to provide services and construct assets. The accompanying financial statements generally reflect such transactions as operating transfers. Transfers between governmental funds are eliminated for the government-wide financial statements presentation.

Comparative Data

Comparative data has not been presented in each of the statements since their inclusion would make the statements unduly complex and difficult to read.

**WILLIAMSTOWN TOWNSHIP  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 2 - CASH AND INVESTMENTS**

Deposits

As of March 31, 2024, the carrying amounts and the bank balances for each type of bank account are as follows:

<u>Account Type</u>	<u>Carrying Amount</u>	<u>Bank Balance</u>
Checking and savings	\$ 1,580,669	\$ 1,280,287
Certificate of deposits	<u>1,093,244</u>	<u>1,418,607</u>
	<u>\$ 2,673,913</u>	<u>\$ 2,698,894</u>

There is a custodial credit risk as it relates to deposits. In the case of deposits, this is the risk that in the event of a bank failure, the Township's deposits may not be returned to it. Deposits of the Township are at federally insured banks located in the State of Michigan with all accounts maintained in the name of the Township. As of March 31, 2024, the Township accounts were federally insured for \$2,652,125 and the amount of \$46,769 was uninsured and uncollateralized.

Due to significantly higher cash flow at certain periods during the year, the amount the Township held as cash and cash equivalents increased significantly. As a result, the amount of uninsured and uncollateralized cash and cash equivalents were substantially higher at these peak periods than at year-end.

Investments

Fair Value Measurements

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. A fair value hierarchy is also established which requires an entity to maximize the use of observable and minimize the use of observable and minimize the use of unobservable inputs.

There are three (3) levels of inputs that may be used to measure fair value:

Level 1: Quoted prices in active markets for identical securities.

Level 2: Prices determined using other significant observable inputs. Observable inputs are inputs that other market participants may use in pricing a security. These may include quoted prices for similar securities, interest rates, prepayment speeds, credit risk, and others.

**WILLIAMSTOWN TOWNSHIP  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 2 - CASH AND INVESTMENTS (continued)**

Fair Value Measurements (continued)

Level 3: Prices determined using significant unobservable inputs. Unobservable inputs may be used in situations where quoted prices or observable inputs are unavailable or deemed less relevant (for example, when there is little or no market activity for an investment at the end of the period). Unobservable inputs reflect the organization's own assumptions about the factors market participants would use in pricing an investment and would be based on the best information available.

Following is a description of the valuation methodologies used for instruments measured at fair value on a recurring basis and recognized in the accompanying financial statements, as well as the general classification of such instruments pursuant to the valuation hierarchy

The Township had the following fair value measurements as of March 31, 2024:

	Fair Value Measurements			Total	Rating	Weighted Average Maturity
	Quoted Prices in Active Markets for Identical Assets Level 1	Significant Other Observable Inputs Level 2	Significant Unobservable Inputs Level 3			
U.S. Treasury Bills	\$ 325,364	\$ -0-	\$ -0-	\$ 325,364	N/A	1.07 year

Portfolio investments are assigned a level based upon the observability of the inputs which are significant to the overall valuation. The inputs or methodology used for valuing securities are not necessarily an indication of the risk associated with investing in those securities.

Credit Risk

State law limits investments in certain types of investments to a prime or better rating issued by nationally recognized statistical rating organizations (NRSRO's).

Interest Rate Risk

The Township will minimize interest rate risk, which is the risk that the market value of securities in the portfolio will fall due to changes in market interest rates, by designing its portfolio with the objective of obtaining a rate of return throughout the budgetary and economic cycles, taking into account the investment risk constraints and the cash flow characteristics of the portfolio.

**WILLIAMSTOWN TOWNSHIP  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 2 - CASH AND INVESTMENTS (continued)**

Concentration of Credit Risk

The Township will minimize concentration of credit risk, which is the risk of loss attributed to the magnitude of the Township's investment in a single issuer, by diversifying its investments by security type and institution to ensure that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

The amounts referred to above have been reported in either the cash or investments captions on the financial statements, based upon criteria disclosed in Note 1. The following summarizes the categorization of these amounts as of March 31, 2024:

	Primary Government	Fiduciary Fund	Total
Cash	\$ 1,580,669	\$ 247	\$ 1,580,916
Investments - current	1,418,608	-	1,418,608
	<u>\$ 3,159,199</u>	<u>\$ 247</u>	<u>\$ 3,159,446</u>

The cash caption on the combined balance sheet and statement of net position include \$252 in petty cash.

**NOTE 3 - INTERFUND RECEIVABLES AND PAYABLES**

The following schedule details interfund receivables and payables at March 31, 2024:

Due to General Fund from: Police Services Fund	<u>\$ 30</u>
Due to nonmajor governmental fund from: General Fund	<u>\$ 791</u>

Amounts appearing as interfund payables and receivables arise from two types of transactions. One type of transaction is where a fund will pay for a good or service that at least a portion of the benefit belongs to another fund. The second type of transaction is where one fund provides a good or service to another fund. Balances at the end of the year are for transfers that have not cleared as of the balance sheet date.

**NOTE 4 - INTERFUND TRANSFERS**

Permanent reallocation of resources between funds of the reporting entity is classified as interfund transfers. For the purpose of the statement of activities, all interfund transfers between individual governmental funds have been eliminated.

Transfer to nonmajor governmental fund from: General Fund	<u>\$ 29,000</u>
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The transfer to the nonmajor governmental fund (Cemetery Fund) from the General Fund was to fund current year operations

**WILLIAMSTOWN TOWNSHIP  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 5 - CAPITAL ASSETS**

Capital asset activity for the year ended March 31, 2024, was as follows:

**Governmental Activities**

	Balance April 1, 2023	Additions	Deletions	Balance Mar. 31, 2024
Capital assets not being depreciated				
Land	\$ 488,316	\$ -	\$ -	\$ 488,316
Construction in progress	3,969	-	(3,969)	-
Subtotal	492,285	-	(3,969)	488,316
Capital assets being depreciated				
Buildings and improvements	885,427	-	-	885,427
Vehicles	57,660	7,500	-	65,160
Equipment	222,597	7,250	-	229,847
Land improvement	-	262,591	-	262,591
Subtotal	1,165,684	277,341	-	1,443,025
Less accumulated depreciation for:				
Buildings and improvements	(367,557)	(27,419)	-	(394,976)
Vehicles	(44,923)	(7,616)	-	(52,539)
Equipment	(170,874)	(8,495)	-	(179,369)
Land improvement	-	(10,212)	-	(10,212)
Subtotal	(583,354)	(53,742)	-	(637,096)
Net capital assets being depreciated	582,330	223,599	-	805,929
Total net capital assets	<u>\$ 1,074,615</u>	<u>\$ 223,599</u>	<u>\$ (3,969)</u>	<u>\$ 1,294,245</u>

Depreciation expense was charged to the following governmental activities:

General government	<u>\$ 53,742</u>
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**NOTE 6 - RETIREMENT PLAN**

The Township is the sponsor of a retirement plan for the sole benefit of its employees. The Township Pension Plan is a defined contribution pension benefit plan. Contributions are based on a pre-established wage-based contribution schedule with the Township contributing 50% and the employee 50% of the amount. The Township and the employee each contribute 6.2% of gross wages.

All members of the Township board are eligible to participate in the plan. Eligible employees may elect to not participate in the plan. The plan is administered by Nationwide.

For the year ended March 31, 2024, the Township had a total payroll of \$384,899. The Township Retirement Plan covered a payroll of \$131,850. The Township made contributions of \$10,012. The employee contributions were also \$10,012.

**WILLIAMSTOWN TOWNSHIP  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 7 - RISK MANAGEMENT**

The Township participates in the Michigan Township Participating Plan (the Plan), with other municipalities for auto, property, crime, general liability, boiler and machinery, employee benefits liability, public official liability, electronic data processing (EDP), law enforcement liability, and inland marine losses. The Plan is organized under Public Act 138 of 1982, as amended. The Plan, while it operates under the Michigan Legislation of Public Act 138, does not operate as a risk pool due to the transfer of risk to U.S. Specialty Insurance Company (USSIC) backing the Michigan Township Participating Plan under a master policy. Due to the Master Policy purchase, there is no pooling of risk between members, but is instead considered commercial insurance. Settled claims relating to this insurance have not exceeded the amount of insurance coverage in any of the past three fiscal years.

The Township carries commercial insurance for the risk of loss due to workers' compensation claims. Settled claims relating to commercial insurance have not exceed the amount of insurance coverage in any of the past three fiscal years.

**NOTE 8 - INTERGOVERNMENTAL AGREEMENT**

The Township has contracted with Meridian Township to provide police services to the Township through December 31, 2024. The contract specifies that Meridian Township will provide 40 hours of police patrol coverage within Williamstown Township each week and provide officers for emergency and non-emergency response to all dispatch calls within Williamstown Township twenty-four hours per day, seven days each week. Williamstown Township agrees to pay Meridian Township the following amounts per calendar year:

2025	<u>\$ 150,438</u>
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In addition to the annual fee, there is a \$71.77 per hour charge for emergency and non-emergency police services beyond the forty hours of coverage each week. The additional police services charged beyond forty hours of coverage each week is capped at \$28,708 per quarter.

**NOTE 9 – ADOPTION OF NEW ACCOUNTING PRINCIPLE**

For the year ended March 31, 2024, the Township implemented the following new pronouncement: GASB Statement No. 96, *Subscription-based Information Technology Arrangements*.

**Summary:**

Governmental Accounting Standards Board (GASB) Statement No. 96, *Subscription-based Information Technology Arrangements*, which was issued in May 2020. This Statement provides guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users (governments). This Statement (1) defines a SBITA; (2) establishes that a SBITA results in a right-to-use subscription asset - an intangible asset - and a corresponding subscription liability; (3) provides the capitalization criteria for outlays other than subscription payments, including implementation costs of a SBITA; and (4) requires note disclosures regarding a SBITA. To the extent relevant, the standards for SBITAs are based on the standards established in Statement No. 87, *Leases*, as amended.

There was no material impact on the Township's financial statement after the adoption of GASB Statement No. 96.

**WILLIAMSTOWN TOWNSHIP  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 10 - UPCOMING ACCOUNTING PRONOUNCEMENTS**

In June 2022, the GASB issued Statement No. 100, *Accounting Changes and Error Corrections – an amendment of GASB Statement No. 62*. This statement prescribes the accounting and financial reporting for (1) each type of accounting change and (2) error corrections. This Statement requires that (a) changes in accounting principles and error corrections be reported retroactively by restating prior period, (b) changes to or within the financial reporting entity be reported by adjusting beginning balances of the current period, and (c) changes in accounting estimates be reported prospectively by recognizing the change in the current period. The Township is currently evaluating the impact this standard will have on the financial statements when adopted during the 2025 fiscal year.

In June 2022, the GASB issued Statement No. 101, *Compensated Absences*. This statement requires that liabilities for compensated absences be recognized for (1) leave that has not been used and (2) leave that has been used but not used if (a) the leave is attributable to services already rendered, (b) the leave accumulates, and (c) the leave is more likely than not to be used for time off or otherwise paid cash or settled through noncash means. This Statement also establishes guidance for measuring a liability for leave that has not been used, generally using an employee's pay rate as of the date of the financial statements. The Township is currently evaluating the impact this standard will have on the financial statements when adopted during the 2025 fiscal year.

In December 2023, the GASB issued Statement No. 102, *Certain Risk Disclosures*. This Statement requires a government to assess whether a concentration or constraint makes the government vulnerable to the risk of a substantial impact. Additionally, this Statement requires a government to assess whether an event or events associated with a concentration or constraint that could cause the substantial impact have occurred, have begun to occur, or are more likely than not to begin to occur within 12 months of the date the financial statements are issued. If a government determines that those criteria for disclosure have been met for a concentration or constraint, it should disclose information in notes to financial statements in sufficient detail to enable users of financial statements to understand the nature of circumstances disclosed and the government's vulnerability to the risk of substantial impact. The Township is currently evaluating the impact this standard will have on the financial statements when adopted during the 2026 fiscal year.



## **REQUIRED SUPPLEMENTARY INFORMATION**

**WILLIAMSTOWN TOWNSHIP  
GENERAL FUND  
BUDGETARY COMPARISON SCHEDULE (NON-GAAP BASIS)  
YEAR ENDED MARCH 31, 2024**

	Budgeted Amounts			Variance with Final Budget Positive (Negative)
	Original	Final	Actual	
<b>REVENUES</b>				
Taxes				
Current tax levy	\$ 283,704	\$ 283,704	\$ 292,649	\$ 8,945
Trailer tax	130	130	123	(7)
Interest and penalties	2,000	2,000	52,971	50,971
Administrative fees	5,660	5,660	5,695	35
Total taxes	291,494	291,494	351,438	59,944
Licenses and permits				
Cable television license	20,300	20,300	16,971	(3,329)
Building permits	34,000	34,000	39,370	5,370
Total licenses and permits	54,300	54,300	56,341	2,041
Intergovernmental				
Sales and use tax	545,286	545,286	570,923	25,637
Local community stabilization	5,000	5,000	8,701	3,701
Total intergovernmental	550,286	550,286	579,624	29,338
Charges for services				
Planning fees	5,000	5,000	9,474	4,474
Wireless internet	2,000	2,000	1,443	(557)
Copies	350	350	356	6
Total charges for services	7,350	7,350	11,273	3,923
Interest and rents				
Interest	8,000	8,000	44,942	36,942
Rentals	1,600	1,600	4,590	2,990
Total interest and rents	9,600	9,600	49,532	39,932
Other				
Special assessments	5,100	5,100	100,902	95,802
Refunds and rebates	8,500	8,500	21,658	13,158
Miscellaneous	3,475	3,475	11,892	8,417
Total other	17,075	17,075	134,452	117,377
TOTAL REVENUES	930,105	930,105	1,182,660	252,555

**WILLIAMSTOWN TOWNSHIP  
GENERAL FUND  
BUDGETARY COMPARISON SCHEDULE (NON-GAAP BASIS) (continued)  
YEAR ENDED MARCH 31, 2024**

	Budgeted Amounts			Variance with Final Budget Positive (Negative)
	Original	Final	Actual	
EXPENDITURES				
Current				
General government				
Township board	\$ 155,863	\$ 120,463	\$ 85,149	\$ 35,314
Supervisor	62,002	62,002	53,765	8,237
Clerk	59,605	65,305	61,906	3,399
Board of review	3,522	3,522	2,833	689
Treasurer	66,013	66,213	64,430	1,783
Assessor	69,220	69,220	58,392	10,828
Elections	30,961	36,961	39,608	(2,647)
Building and grounds	87,071	87,071	54,311	32,760
Board of appeals	3,869	3,869	2,126	1,743
Township office	60,510	60,510	48,761	11,749
Total general government	598,636	575,136	471,281	103,855
Public safety				
Building inspection	34,429	34,429	24,672	9,757
Public works				
Drains at large	15,000	11,800	6,000	5,800
Recycling/transfer station	31,493	334,693	27,324	307,369
Total public works	46,493	346,493	33,324	313,169
Community and economic development				
Planning commission	90,693	90,393	62,488	27,905
Red cedar	2,000	2,000	521	1,479
Zoning administrator	10,357	10,657	4,731	5,926
Total community and economic development	103,050	103,050	67,740	35,310
Recreation and cultural				
Park land maintenance	63,340	63,840	61,727	2,113
Historical committee	5,650	4,650	2,476	2,174
Senior grant	3,500	3,500	3,000	500
Total recreation and cultural	72,490	71,990	67,203	4,787

**WILLIAMSTOWN TOWNSHIP  
GENERAL FUND  
BUDGETARY COMPARISON SCHEDULE (NON-GAAP BASIS) (continued)  
YEAR ENDED MARCH 31, 2024**

	<u>Budgeted Amounts</u>			Variance with Final Budget Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	
EXPENDITURES (continued)				
Current (continued)				
Capital outlay	<u>\$ 53,400</u>	<u>\$ 73,900</u>	<u>19,923</u>	<u>\$ 53,977</u>
 TOTAL EXPENDITURES	<u>908,498</u>	<u>1,204,998</u>	<u>684,143</u>	<u>520,855</u>
 EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	21,607	(274,893)	498,517	773,410
OTHER FINANCING (USES)				
Transfer out	<u>(86,000)</u>	<u>(373,886)</u>	<u>(373,886)</u>	<u>-</u>
 NET CHANGE IN FUND BALANCE	<u>(64,393)</u>	<u>(648,779)</u>	<u>124,631</u>	<u>773,410</u>
 Fund balance, beginning of year (budgetary basis)	<u>1,141,237</u>	<u>1,141,237</u>	<u>1,141,237</u>	<u>-</u>
 Fund balance, end of year (budgetary basis)	<u>\$ 1,076,844</u>	<u>\$ 492,458</u>	<u>1,265,868</u>	<u>\$ 773,410</u>
 Accounting basis difference			<u>748,287</u>	
 Fund balance, end of year (GAAP basis)			<u>\$ 2,014,155</u>	

**WILLIAMSTOWN TOWNSHIP  
POLICE SERVICES FUND  
BUDGETARY COMPARISON SCHEDULE  
YEAR ENDED MARCH 31, 2024**

	<u>Budgeted Amounts</u>			Variance with Final Budget Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	
REVENUES				
Special assessments	\$ 214,895	\$ 214,895	\$ 192,401	\$ (22,494)
Licenses and permits	1,300	1,300	162	(1,138)
Interest	1,500	1,500	6,476	4,976
TOTAL REVENUES	<u>217,695</u>	<u>217,695</u>	<u>199,039</u>	<u>(18,656)</u>
EXPENDITURES				
Current				
Public safety	<u>277,976</u>	<u>277,976</u>	<u>172,210</u>	<u>105,766</u>
NET CHANGE IN FUND BALANCE	<u>(60,281)</u>	<u>(60,281)</u>	<u>26,829</u>	<u>87,110</u>
Fund balance, beginning of year	<u>457,759</u>	<u>457,759</u>	<u>457,759</u>	<u>-</u>
Fund balance, end of year	<u><u>\$ 397,478</u></u>	<u><u>\$ 397,478</u></u>	<u><u>\$ 484,588</u></u>	<u><u>\$ 87,110</u></u>

**WILLIAMSTOWN TOWNSHIP  
CEMETERY FUND  
BUDGETARY COMPARISON SCHEDULE  
YEAR ENDED MARCH 31, 2024**

	Budgeted Amounts			Variance with Final Budget Positive (Negative)
	Original	Final	Actual	
REVENUES				
Intergovernmental	\$ 15,000	\$ 18,000	\$ 18,000	\$ -
Charges for services	49,700	49,700	94,615	44,915
Interest	800	800	5,593	4,793
Other	-	-	363	363
TOTAL REVENUES	65,500	68,500	118,571	50,071
EXPENDITURES				
Current				
Public works	158,395	158,395	88,817	69,578
Capital outlay	50,000	50,000	7,250	42,750
TOTAL EXPENDITURES	208,395	208,395	96,067	112,328
EXCESS OF REVENUES (UNDER) EXPENDITURES	(142,895)	(139,895)	22,504	162,399
OTHER FINANCING SOURCES				
Transfer in	26,000	29,000	29,000	-
Transfer out	(60,000)	(60,000)	-	60,000
NET CHANGE IN FUND BALANCE	(176,895)	(170,895)	51,504	222,399
Fund balance, beginning of year	279,764	279,764	279,764	-
Fund balance, end of year	\$ 102,869	\$ 108,869	\$ 331,268	\$ 222,399

**WILLIAMSTOWN TOWNSHIP**  
**NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**  
**YEAR ENDED MARCH 31, 2024**

**NOTE 1 - BUDGET/GAAP RECONCILIATION**

The Township budgets the activities of a fund separately from the General Fund. For financial reporting purposes and the GAAP-basis basic financial statements, however, this fund is combined with the General Fund as required by GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. The budgetary perspective difference shown on the Budgetary Comparison Schedule (Non-GAAP budgetary basis) reconciles the change in fund balance to the GAAP-basis basic financial statements and the details related to these amounts are as follows:

Net change in fund balance (budgetary basis)	\$ 124,631
To adjust for revenues related to activities accounted for in a separate fund	443,095
To adjust for expenditures related to activities accounted for in a separate fund	(729,261)
To adjust for transfers accounted for in a separate fund	<u>344,886</u>
Net change in fund balance (GAAP basis)	<u><u>\$ 183,351</u></u>

## **OTHER SUPPLEMENTARY INFORMATION**



**WILLIAMSTOWN TOWNSHIP  
GENERAL FUND  
COMBINING BALANCE SHEET  
MARCH 31, 2024**

	General	Capital Improvements	Eliminations	Total
<b>ASSETS</b>				
Cash	\$ 726,663	\$ 378,732	\$ -	\$ 1,105,395
Investments	783,693	252,212	-	1,035,905
Receivables				
Accounts	16,847	-	-	16,847
Special assessments	188,217	-	-	188,217
Due from other governments	7,252	-	-	7,252
Due from other funds	30	244,886	(244,886)	30
Prepays	4,481	-	-	4,481
<b>TOTAL ASSETS</b>	<b>\$ 1,727,183</b>	<b>\$ 875,830</b>	<b>\$ (244,886)</b>	<b>\$ 2,358,127</b>
<b>LIABILITIES</b>				
Accounts payable	\$ 16,545	\$ -	\$ -	\$ 16,545
Accrued liabilities	10,876	-	-	10,876
Due to other funds	245,677	-	(244,886)	791
Unearned revenue	-	127,543	-	127,543
<b>TOTAL LIABILITIES</b>	<b>273,098</b>	<b>127,543</b>	<b>(244,886)</b>	<b>155,755</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>				
Unavaialbe revenue	188,217	-	-	188,217
<b>FUND BALANCES</b>				
Nonspendable				
Prepays	4,481	-	-	4,481
Committed				
Roads	204,734	-	-	204,734
Capital outlay	-	748,287	-	748,287
Recreation	61,023	-	-	61,023
Minimum fund balance	406,869	-	-	406,869
Assigned				
Subsequent year's expenditures	1,857	-	-	1,857
Unassigned	586,904	-	-	586,904
<b>TOTAL FUND BALANCES</b>	<b>1,265,868</b>	<b>748,287</b>	<b>-</b>	<b>2,014,155</b>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES</b>	<b>\$ 1,727,183</b>	<b>\$ 875,830</b>	<b>\$ (244,886)</b>	<b>\$ 2,358,127</b>

**WILLIAMSTOWN TOWNSHIP  
GENERAL FUND  
COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES  
YEAR ENDED MARCH 31, 2024**

	General	Capital Improvements	Eliminations	Total
REVENUES				
Taxes	\$ 351,438	\$ -	\$ -	\$ 351,438
Licenses and permits	56,341	-	-	56,341
Intergovernmental	579,624	417,237	-	996,861
Charges for services	11,273	1,507	-	12,780
Interest and rents	49,532	18,251	-	67,783
Other	134,452	6,100	-	140,552
<b>TOTAL REVENUES</b>	<b>1,182,660</b>	<b>443,095</b>	<b>-</b>	<b>1,625,755</b>
EXPENDITURES				
Current				
General government	471,281	-	-	471,281
Public safety	24,672	-	-	24,672
Public works	33,324	170,766	-	204,090
Community and economic development	67,740	-	-	67,740
Recreation and cultural	67,203	558,495	-	625,698
Other	19,923	-	-	19,923
<b>TOTAL EXPENDITURES</b>	<b>684,143</b>	<b>729,261</b>	<b>-</b>	<b>1,413,404</b>
<b>EXCESS OF REVENUES OVER (UNDER) EXPENDITURES</b>	<b>498,517</b>	<b>(286,166)</b>	<b>-</b>	<b>212,351</b>
OTHER FINANCING SOURCES (USES)				
Transfer in	-	344,886	(344,886)	-
Transfer out	(373,886)	-	344,886	(29,000)
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>(373,886)</b>	<b>344,886</b>	<b>-</b>	<b>(29,000)</b>
<b>NET CHANGE IN FUND BALANCES</b>	<b>124,631</b>	<b>58,720</b>	<b>-</b>	<b>183,351</b>
Fund balances, beginning of year	1,141,237	689,567	-	1,830,804
Fund balances, end of year	<u>\$ 1,265,868</u>	<u>\$ 748,287</u>	<u>\$ -</u>	<u>\$ 2,014,155</u>

**WILLIAMSTOWN TOWNSHIP  
GENERAL FUND  
SCHEDULE OF REVENUES AND EXPENDITURES - CONSTRUCTION CODE  
YEAR ENDED MARCH 31, 2024**

REVENUES

Licenses and permits	
Building permits	\$ 39,370
Charges for Services	
Planning fees	<u>9,474</u>
 TOTAL REVENUES	 <u>48,844</u>

EXPENDITURES

Public safety	
Building inspection	24,672
Community and economic development	
Zoning administrator	4,731
Planning commission	<u>62,488</u>
 TOTAL EXPENDITURES	 <u>91,891</u>
 EXCESS OF REVENUES (UNDER) EXPENDITURES	 (43,047)
 Code enforcement (deficit), beginning of year	 <u>(695,786)</u>
 Code enforcement (deficit), end of year	 <u><u>\$ (738,833)</u></u>



**MCKENNA**

September 30, 2024

Township Board  
Williamstown Township  
4990 N. Zimmer Rd.  
Williamston, MI 48895

**Subject: Proposed Rezoning from RR, Rural Residential, to R-1, One Family Residential**

**Location: 3840 Vanneter Road (east side of Vanneter Road, across from the Williamston Middle School)**

**Applicant: Kathleen Sheathelm**

**Property Owner: Carolyn Lightfoot Trust**

Dear Board Members:

This case involves a request to rezone two parcels of land with a combined area of 10.97 acres from RR, Rural Residential, to R-1, One Family Residential. It is our understanding that the rezoning has been requested so that an existing house and garage on the northerly parcel can be split off, leaving the remainder to be developed, possibly under the Planned Development Cluster Zoning Option.

As required by the Zoning Ordinance, the Planning Commission held a public hearing on July 24, 2024. Deliberation was held over until September 25, at which time the Planning Commission approved a motion to recommend approval of the rezoning to the Township Board. The Township Board has final authority to approve or reject the rezoning proposal.

We offer the following information for your consideration:

#### **EXISTING ZONING**

The existing Rural Residential zoning allows single family development on lots having a minimum area of 90,000 sq. ft. The proposed One Family Residential zoning allows single-family development on lots having a minimum area of 20,000 sq. ft. The following chart shows surrounding zoning and the minimum lot area:

<b>North</b>	<b>South</b>	<b>East</b>	<b>West (in Williamston)</b>
R-1-S, Suburban Residential	R-1, One Family Residential	R-1, One Family Residential	R-1S and R-1C, One Family Residential
40,000 sq. ft.	20,000 sq. ft.	20,000 sq. ft.	9,600 & 8,000 sq. ft.

Based on minimum lot area, the proposed R-1 rezoning would be compatible with surrounding zoning. Rough calculations suggests that under conventional R-1 zoning, it might be possible to develop 19 units on the property, assuming that about twenty percent of the land area must be allocated to road rights-of-way, stormwater detention, etc.

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## EXISTING LAND USE

The subject site is largely vacant except for a house and garage that are located near Vanneter Road. Scattered single family development exists on the R-1-zoned land to the south, as well as along Vanneter Road to the north. Hideaway Woods and Woodview Subdivisions are located further north.

Land to the east is occupied by the rear portions of lots that front on Rowley Road. Land to the west across Vanneter Road is occupied by Williamston schools. Residential development on small lots is located south of the schools in Williamston.

New single-family development on the subject site in proximity to the schools and the City of Williamston would be compatible with the surrounding residential development.

## MASTER PLAN

The Master Plan is perhaps the most important determinant of whether a proposed rezoning is appropriate. The Master Plan's Future Land Use Map designates the subject site and land to the east and south as Single-Family C. The recommended minimum lot area for lands with this designation is ½ acre, so it is the appropriate designation for the proposed R-1 zoning.

Land to the north is designated Single-Family B on the Future Land Use Map, which corresponds to a minimum lot area of one acre. The school property across Vanneter Road is designated Public on the City's Future Land Use Map, which is appropriate for the school use.

## SECTION 29.06 CONSIDERATIONS

Section 29.06(C) of the Zoning Ordinance sets forth nine considerations that the Planning Commission must consider before acting on a proposed rezoning. Following is our review of the nine considerations:

1. *Will the proposed amendment be in accordance with the basic intent and purpose of the Zoning Ordinance?* **Response:** The basic intent of the Zoning Ordinance is to protect the health, safety, and welfare of the community. This rezoning accomplishes this primarily by being in compliance with the Master Plan and by creating the conditions under which needed new housing might be developed.
2. *Will the proposed amendment further the comprehensive planning goals of the Township as reflected in the Master Plan?* **Response:** As noted above, the rezoning is consistent with the Township's Future Land Use Map, which is an essential part of the Master Plan.
3. *Have conditions changed since the Zoning Ordinance was adopted or was there a mistake in the Zoning Ordinance that justifies the amendment?* **Response:** Conditions have changed in two ways: 1) There is a greater awareness of the need for more diverse housing alternatives in the community, and 2) Housing has been developed in recent years in the vicinity, changing the general character of the area.
4. *Will the amendment correct an inequitable situation created by the Zoning Ordinance, rather than merely grant special privileges?* **Response:** The rezoning will neither correct an inequitable situation, nor will it grant any special privileges.



5. *Will the amendment result in unlawful exclusionary zoning?* **Response:** The rezoning will not result in the exclusion of any uses in the Township. Rather, it will create opportunities for new housing.
6. *Will the amendment set an inappropriate precedent, resulting in the need to correct future planning mistakes?* **Response:** The amendment will not create an inappropriate precedent. The subject site is leftover RR-zoned land waiting to be rezoned in accordance with the Future Land Use Map.
7. *Is the rezoning consistent with the zoning classification of surrounding land?* **Response:** As noted above, the rezoning is consistent with the zoning classification of surrounding land.
8. *Could all the requirements in the proposed zoning classification be complied with on the subject parcel?* **Response:** The requirements of the R-1 zoning classification can be met on the subject site. Under conventional zoning, about 19 single-family housing sites could be developed.
9. *Is the proposed rezoning consistent with the trends in land development in the general vicinity of the property in question?* **Response:** As noted above in the Existing Land Use discussion, the rezoning is consistent with residential development trends in the vicinity of the subject site.

#### **PUBLIC HEARING COMMENTS**

Williamston School Superintendent Adam Spina spoke in favor of the rezoning because it would create the conditions under which more housing could be developed. He noted that there is a shortage of housing for families that wish to move into the school district as well as for teachers and school administrative staff. The School Board President was present at the hearing and echoed Dr. Spina's comments.

There were people in the audience who were not in favor of the rezoning. Questions were raised about the number of units that could be built on the property. A comment was made that we have to consider the needs of people already living in the Township before we "jam in new homes." Traffic concerns were raised.

It is important to remember that the number of dwelling units that will be developed on this property is not really a topic for this rezoning review. If the rezoning is approved, the applicant will be required to go through a separate detailed review process, at which time the appropriate number of dwelling units, the layout of the development, traffic concerns, and other issues will be resolved.

#### **PLANNING COMMISSION RECOMMENDATION**

After deliberating on September 25, the Planning Commission approved a motion to recommend approval of this rezoning to the Township Board, based on the following considerations:

- a. The rezoning is consistent with the Township's Master Plan.
- b. The rezoning is consistent with surrounding land use and residential development trends in the vicinity.
- c. The rezoning is consistent with surrounding existing zoning.
- d. The rezoning would create conditions under which needed new housing might be developed.
- e. The findings related to Section 29.06 of the Zoning Ordinance support the rezoning.



If you have any questions regarding this review, please feel free to contact me.

Sincerely,

**McKENNA**

Christopher J. Doozan, AICP  
Community Planning Consultant

c: Wanda Bloomquist, Supervisor  
Sean Haskins, Planning Assistant



**MCKENNA**

September 30, 2024

Township Board  
Williamstown Township  
4990 N. Zimmer Rd.  
Williamston, MI 48895

**Subject: Proposed Rezoning from RR, Rural Residential, to R-1, One Family Residential**

**Location: 3962 Vanneter Road (east side of Vanneter Road, across from the Williamston High School)**

**Applicant: Jim Giguere**

**Property Owner: Charles R. Perkins Trust**

Dear Township Board Members:

This case involves a request to rezone a 2.15-acre parcel of land from RR, Rural Residential, to R-1, One Family Residential. According to a survey submitted with the application, the rezoning has been requested so that the parcel can be split, resulting in three separate parcels.

As required by the Zoning Ordinance, the Planning Commission held a public hearing on September 25, 2024. Following the public hearing the Planning Commission approved a motion to recommend approval of the rezoning to the Township Board. The Township Board has final authority to approve or reject the rezoning proposal.

We offer the following information for your consideration:

#### **EXISTING ZONING**

The existing Rural Residential zoning allows single family development on lots having a minimum area of 90,000 sq. ft. The proposed One Family Residential zoning allows single-family development on lots having a minimum area of 20,000 sq. ft. The following chart shows surrounding zoning and the minimum lot area:

North	South	East	West (in Williamston)
RR, Rural Residential	R-1, One Family Residential	R-1, One Family Residential	R-1S, One Family Residential
90,000 sq. ft.	20,000 sq. ft.	20,000 sq. ft.	9,600 sq. ft.

Based on minimum lot area, the proposed R-1 rezoning would be compatible with surrounding zoning.

#### **EXISTING LAND USE**

The subject site is occupied by a single-family house and attached garage that are located on the west side of the site. A single-family home on a two-acre parcel is located to the north.

Single-family homes on smaller lots, ranging in area between approximately 20,000 and 22,000 sq. ft., are in Hideaway Woods to the east. The parcel is bordered on the south by Hiddenview Lane, a public street that

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provides access to Hideaway Woods. Land to the west across Vanneter Road is occupied by Williamston High School.

New single-family development on the subject site in proximity to the schools and the City of Williamston would be compatible with the surrounding residential development.

### **MASTER PLAN**

The Master Plan is perhaps the most important determinant of whether a proposed rezoning is appropriate. The Master Plan's Future Land Use Map designates the subject site and land to the east and south as Single-Family B. The recommended minimum lot area for lands with this designation is one acre, so the proposed rezoning conflicts with Future Land Use Map.

As part of its deliberations on this case, the Planning Commission debated and reached consensus that the Future Land Use Map should be revised by changing the land on the east side of Vanneter Road that is currently designated Single-Family B to Single-Family C, which corresponds to a ½ acre lot size. This can be done in conjunction with the current Master Plan update.

Land to the north, south, and east is designated Single-Family B on the Future Land Use Map, which corresponds to a minimum lot area of one acre. The school property across Vanneter Road is designated Public on the City's Future Land Use Map, which is appropriate for the school use.

### **SECTION 29.06 CONSIDERATIONS**

Section 29.06(C) of the Zoning Ordinance sets forth nine considerations that the Planning Commission must consider before acting on a proposed rezoning. Following is our review of the nine considerations:

1. *Will the proposed amendment be in accordance with the basic intent and purpose of the Zoning Ordinance?* **Response:** The basic intent of the Zoning Ordinance is to protect the health, safety, and welfare of the community. This rezoning accomplishes this primarily by creating the conditions under which needed new housing might be developed.
2. *Will the proposed amendment further the comprehensive planning goals of the Township as reflected in the Master Plan?* **Response:** As noted above, the rezoning is not consistent with the Township's Future Land Use Map, which is an essential part of the Master Plan. However, the Planning Commission has reached consensus that the Future Land Use Map designation for the subject parcel and surrounding land should be changed in conjunction with the current Master Plan update.
3. *Have conditions changed since the Zoning Ordinance was adopted or was there a mistake in the Zoning Ordinance that justifies the amendment?* **Response:** Conditions have changed in two ways: 1) There is a greater awareness of the need for more housing in the community, and 2) Housing has been developed in recent years in the vicinity, changing the general character of the area.
4. *Will the amendment correct an inequitable situation created by the Zoning Ordinance, rather than merely grant special privileges?* **Response:** The rezoning will neither correct an inequitable situation, nor will it grant any special privileges.
5. *Will the amendment result in unlawful exclusionary zoning?* **Response:** The rezoning will not result in the exclusion of any uses in the Township. Rather, it will create opportunities for new housing.



6. *Will the amendment set an inappropriate precedent, resulting in the need to correct future planning mistakes?* **Response:** Since the Planning Commission has made a decision to change the Future Land Use designation to Single Family C, concerns about inappropriate precedent have been resolved.
7. *Is the rezoning consistent with the zoning classification of surrounding land?* **Response:** As noted above, the rezoning is consistent with the zoning classification of surrounding land.
8. *Could all the requirements in the proposed zoning classification be complied with on the subject parcel?* **Response:** The requirements of the R-1 zoning classification can be met on the subject site.
9. *Is the proposed rezoning consistent with the trends in land development in the general vicinity of the property in question?* **Response:** As noted above in the Existing Land Use discussion, the rezoning is consistent with residential development trends in the vicinity of the subject site.

### **PUBLIC HEARING COMMENTS**

During the public hearing, a member of the public suggested that rezoning should be conditioned on the developer opening the plat for Hideaway Woods so the proposed two new parcels could be added to the plat. This is infeasible for two reasons:

1. The Planning Commission and Township Board are not allowed to impose conditions as part of a rezoning approval.
2. There is a 3-step process the developer must follow in obtaining approval to construct homes on the subject parcel: 1) obtain rezoning, 2) obtain lot splits, and 3) obtain building permits. Each of these three steps involve a separate and distinct review process that does not allow for “opening the plat” for Hideaway Woods.

Based on my understanding of Michigan Public Act 288 of 1967, as amended, the Land Division Act, a plat may be revised only through action of the circuit court, following review of a complaint filed by an affected party. If a proposed revision is approved, then a new plat must be prepared and filed with the state. This is a complicated, time-intensive, and costly process that probably would not be cost-effective if the end result is just two lots.

Instead of opening the Hideaway Woods plat, the applicant volunteered that he would apply the Hideaway Woods deed restrictions to the newly-created lots.

### **PLANNING COMMISSION RECOMMENDATION**

Following the public hearing, the Planning Commission engaged in a discussion about the Future Land Use designation on the subject property and surrounding land on the east side of Vanneter Road and agreed it should be changed to Single-Family C in conjunction with the current Master Plan update.

The following motion was made and seconded: **In consideration that there is consensus that the Future Land Use Map should be changed to Single Family C, the Planning Commission recommends that the subject property be rezoned from RR, Rural Residential, to R-1, One Family Residential.** The motion was approved unanimously.

Additional considerations that support the rezoning are:



- a. The rezoning is consistent with surrounding land use and residential development trends in the vicinity.
- b. The rezoning is consistent with surrounding existing zoning.
- c. The rezoning would create conditions under which needed new housing might be developed.
- d. The findings related to Section 29.06 of the Zoning Ordinance support the rezoning.

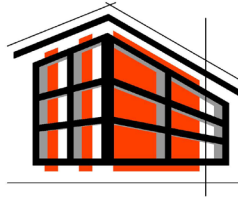
If you have any questions regarding this review, please feel free to contact me.

Sincerely,

**McKENNA**

Christopher J. Doozan, AICP  
Community Planning Consultant

c: Wanda Bloomquist, Supervisor  
Sean Haskin, Planning Assistant



TODD R. CALLAWAY & ASSOCIATES  
ARCHITECTS - DESIGNERS

October 3, 2024

Williamston Township  
4990 N. Zimmer Rd.  
Williamston, MI. 48895

**Subject:** Red Cedar Bend Apartments  
PUD Request  
**Location:** 2365 E. Grand River Ave.

Dear Township,

Pursuant to a review letter provided to us by Chris Doozan dated May 29, 2024, We have revised our plans to accommodate the items listed in the letter. Please see our responses to the items with the letter below:

- 1. Permitted Density (Section 8.03(B)(1)).** A 53-room variance is required, because 162 rooms are permitted, and 215 rooms are proposed. ***We have reduced our unit count to 58 and our room count to 158 rooms and should be in compliance with the density requirements.***
- 2. Building Length (Section 8.03(B)(2)).** Multiple family buildings shall not exceed 150 feet in overall length along any elevation. Thus, two building length variances are required: 127 feet on the west elevation and 60 feet on the east elevation (these dimensions are approximate and would have to be verified when we receive dimensioned plans). ***The building designed is still 267' long in the north south direction and 172' long in the east west direction, by including all of the units within one building we are able to reduce the footprint of the building to minimize its impact on the site. A variance for the length will be required.***
- 3. Parking Setback (Section 27.06(a)(iii)).** Parking must be set back 10 feet to allow for a 10-foot landscape buffer. A zero setback is provided on the east side, so a 10-foot setback and landscaped buffer variance is required: ***The revised PUD parking layout provides a 10'-0" setback as landscape buffer at each side of the parcel.***
- 4. Minimum Open Space (Section 27.04(A)(1)(d)).** Thirty percent (39,596 square feet) of the net parcel area be set aside as open space. At least 50% (19,798 square feet) of the open space shall be usable recreation area, which means it should not be within wetlands or floodplains and it should have some amenities. Thus far, only 6,255 square feet of land would qualify as open space and no amenities have yet been proposed for this area. Thus, two open space variances would be required: 1) a 33,341-sq. ft. variance because less than 30% of the net parcel area is set aside as open space, and 2) a 19,798-sq. ft. variance because none of the open space has been made into usable space. ***Only 68% of the 4.45-acre parcel is usable, as 32% (1.42 acres) of the parcel is considered wetland. The PUD site plan only utilizes 39% of the***

***4.45-acre parcel, and 58% of the usable 3.03 acres not considered wetland. Thus providing 42% of the usable parcel as open space, that would be used for walking paths, benches etc.***

- 5. Building Height (Section 27.06).** The maximum permitted height of buildings is 3 stories or 40 feet. The proposed height is 4 stories and 53 feet. Thus, a 1-story/13-ft. height variance is required. ***We have reduced the building to three stories and will comply with the building height requirement.***
- 6. Setback from Water Bodies, including Wetlands (Section 28.02, footnote d).** Footnote d in the Schedule of Regulations requires a minimum 60- foot setback from any body of water or wetland. This requirement applies to principal, accessory, and other structures, so it would apply to the parking lot and dumpster enclosure. Consequently, two variances are required from Section 28.02, footnote d: 1) a 58. ***The revised PUD parking lot layout provides a 30 ft set back from the wetland in the NE quadrant of the parcel. Although the 60 ft setback is not achieved, we believe a 30 ft setback is a feasible setback considering the 32% of the lot is considered wetlands. The dumpster has been relocated to thus eliminate the need for a variance.***
- 7. Building Entrance Orientation (Section 27.05(A)).** The main public entrance of the structure shall face Grand River Avenue, according to the Ordinance. Since the entrance to the multiple family building is not on the south elevation, a variance from Section 27.05(A) would be required. ***Utilizing Option B as suggested By Mr. Doozan, we have located the leasing office on the south side of the building and included a storefront façade at this location to meet the glazing requirement and main entrance requirement. See revised elevations.***
- 8. Percentage of Window Coverage (Sections 27.05(B)(1)(a) and (b)).** On the south elevation facing Grand River Avenue, window coverage must meet the following minimums: first floor: 30% of façade, second floor and above: 20% of façade. Minimal window coverage is proposed, so a variance from Sections 27.05(B)(1)(a) and (b). ***We have addressed the glazing requirement at the first floor and will comply with the glazing requirement of 20% for the upper two floors. Additional features including outdoor seating and portico may be added as the site permits and will be depicted within the final submission of these drawings.***
- 9. Front Setback (Section 27.06).** The required front setback is a minimum of 5 feet, a maximum of 15 feet. The apartment building is proposed to be set back approximately 70 feet, so a 55-ft. variance (approx.) from the maximum setback standard is required. ***The revised PUD site plan provides a 125-foot setback in the front.***

It should be noted that with the reduction in size and height of the building, we have been provided the opportunity to utilize the additional open space for amenities which may include, dog runs, pickle ball courts, gazebo, playground and other site features that a building of this caliber would normally have, these site features will be depicted in our final submission.

Thank you again for your time and assistance with this project.

Respectfully,

*Todd R. Callaway*

Todd R. Callaway RA, NCARB, AIA  
President – Todd R. Callaway & Associates P.C.

## RESOLUTION #116 Amendment – 2024

### WILLIAMSTOWN TOWNSHIP DEPOSITORY DESIGNATION RESOLUTION

**WHEREAS**, the Board of Williamstown Township, Ingham County, in exercising its fiduciary responsibilities desires to safeguard the funds of the township that may be invested from time to time, and

**WHEREAS**, public Act 77 of 1989 (MCL 41.77) requires that the township board designate the banks or depositories for the money belonging to the township, including the time for which the deposits shall be made and all details for carrying into effect the authority given in this act, and

**THEREFORE BE IT RESOLVED**, That the board approves the following institutions or their successor institutions through merger and/or acquisition as depositories of township funds: **Chase Bank, Independent Bank, Fifth/Third Bank, Capitol National Bank, Flagstar Bank, Dart Bank, Huntington Bank, First National Bank of America, Capital Area School Employees Credit Union, Michigan State University Federal Credit Union, Lansing Area Federal Credit Union, consumers Credit Union, Consumers Professional Credit Union, Lake Trust Credit Union, MI Class & Mercantile Bank..**

**BE IT FURTHER RESOLVED that** the treasurer shall recommend financial institutions for approval for the safekeeping of township funds based on an evaluation of the performance and solvency of the institution, as well as past performance in exercising due care and prudence in managing the custody of township funds held in trust, if applicable. The treasurer shall periodically evaluate approved and potential financial depositories and shall make recommendations as to appropriate changes in approved depositories when warranted.

**BE IT FURTHER RESOLVED**, that all previous versions of Resolution #116 are rescinded.

Motion made by:

Seconded by:

Roll call vote.

Yeas:

Nays:

Absent:

### CERTIFICATION

I, the undersigned, duly qualified and Clerk of the Township of Williamstown, Ingham County, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted at a Regular Meeting held on Wednesday, January 13, 2021.

Robin Cleveland  
Clerk, Township of Williamstown

\*\*Motion approved Jan 13, 2021

**WILLIAMSTOWN TOWNSHIP  
AMENDED RESOLUTION # 73 - 2024  
BANK SIGNATORIES**

Resolution by Treasurer VanErp

Be it resolved that all bank account, money market account, certificate of deposit and savings account signature cards will be submitted with four authorized signers. These signers will be the current Clerk and Deputy Clerk, and the current Treasurer and Deputy Treasurer. It will be the policy of this Township that any check or withdrawal order will require two signatures: one from the Clerk department and one from the Treasury department. Whenever possible, investment accounts such as bank certificates of deposit will be set up as book entry instruments in the name of Williamstown Township and without signature cards. New signature cards will be submitted with the following authorized signers.

Clerk: Robin Cleveland                      Deputy Clerk: Julie Bellinger

Treasurer: Kim VanErp                      Deputy Treasurer: Mark Stevenson

Previous versions of Resolution #73 are rescinded.

Moved by Trustee

Seconded by Trustee

Roll call vote.

Yes:

No:

**I, the undersigned, duly qualified and Clerk of the Township of Williamstown, Ingham County, Michigan, do hereby certify that the foregoing is a true and complete copy of Amended Board Resolution #73-2021 adopted at a Regular Meeting held on Wednesday, September 8, 2021.**

---

Robin A.Cleveland, Williamstown Township Clerk



**WILLIAMTOWN TOWNSHIP BOARD  
RESOLUTION NO. 2024-98  
CONFIRMING 2024 SPECIAL ASSESSMENT ROLL  
FOR POLICE PROTECTION WITHIN THE TOWNSHIP**

At a regular meeting of the Township Board of Williamstown Township, Ingham County, Michigan, held at the Williamstown Township Hall, on the 13th day of March 2024, at 7:00 p.m., Eastern Daylight Savings Time.

PRESENT: Supervisor Bloomquist, Clerk Cleveland, Treasurer Cutshaw, Trustee Creagh, Trustee Duffy, and Trustee Steinberg.

ABSENT: Trustee Eyster.

The following resolution was offered by Clerk Cleveland and supported by Treasurer Cutshaw:

**WHEREAS**, pursuant to Act 33 of the Public Acts of Michigan of 1951, as amended (“Act 33”), as well as other statutory authority, the Township Board has previously established a special assessment district encompassing the entire Township, and has previously confirmed a 2010 through 2023 special assessment roll, for the provision of police protection within the Township; and

**WHEREAS**, the Township Board provided due notice of a public hearing on the confirmation of a 2024 special assessment roll for the provision of police protection within the Township; and

**WHEREAS**, the estimated cost of providing police protection services within the district during the 2024-25 fiscal year is \$266,131.00; and

**WHEREAS**, the Township Supervisor and assessing officer have prepared a proposed special assessment roll in the total amount of \$172,890.00, for assessment in December 2024, listing all of the parcels of land to be assessed within the special assessment district and the amount to be

assessed against each parcel of land, to be \$80.00 per residential unit and \$150.00 per industrial or commercial business, which the Township Board finds will equitably apportion the whole sum to be levied against all parcels of land in the special assessment district as the benefit to such parcel bears to the total benefit of all parcels of land in the special assessment district; and

**WHEREAS**, the Supervisor or assessing officer affixed a certificate to the proposed special assessment roll stating that he or she has, according to his or her best judgment, conformed in all respects to the directions contained in the Township Board's resolutions and the statutes of the State of Michigan, and he or she reported the proposed special assessment roll with his or her attached certificate to the Township Board; and

**WHEREAS**, the Township Board conducted a public hearing at 7:00 p.m., March 6, 2023, at the Williamstown Township Hall, to hear any objections to the estimated costs and expenses and the proposed special assessment roll; and

**WHEREAS**, after hearing any objections and comments regarding the estimated costs and expenses and the proposed special assessment roll, the Township Board finds that the estimated costs and expenses should be approved and the special assessment roll should be confirmed as shown in attached Exhibit A.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Board of Williamstown Township, Ingham County, Michigan, as follows:

1. The Township Board approves the estimated costs and expenses of \$285,141.00 for police protection within the district during the 2024-25 fiscal year.
2. The Township Board approves the annual 2024 special assessments in the total amount of \$172,890.00 and determines that the special assessments reflected on the special

assessment roll prepared by the Supervisor and assessing officer are in proportion to the benefits to be derived by the properties specially assessed.

3. The special assessment roll, to be known as the Williamstown Township 2024 Police Protection Special Assessment District Special Assessment Roll (“2024 Special Assessment Roll”), as prepared and reported to the Township Board by the Township Supervisor and assessing officer and attached hereto as Exhibit A, is confirmed.

4. The 2024 Special Assessment Roll shall be levied and collected together with the Township’s 2023 winter tax collections, in an amount of \$80.00 per residential unit and \$150.00 per industrial or commercial business in December 2024.

5. The amount proposed to be specially assessed in 2024 is less than the maximum amount permitted by the Township voters, which was \$220.31 per residential unit and \$366.92 for each industrial or commercial business in 2024. In future years, the maximum special assessments may increase by not more than 3% annually.

6. The special assessments shown on the 2024 Special Assessment Roll shall be billed with the 2024 winter tax collections and shall be due no later than February 14, 2024. If any special assessment is not paid when due, then the special assessment shall be considered to be delinquent and there shall be collected, in addition to a penalty, interest at the rate of 1% for each month, or fraction of a month, that the special assessment remains unpaid.

7. The assessments made in the 2024 Special Assessment Roll are hereby ordered and directed to be collected by the Township Clerk, and the Township Clerk shall deliver the 2024 Special Assessment Roll to the Township Treasurer with his warrant attached, commanding the Treasurer to collect the assessments therein in accordance with the direction of the Township Board with respect thereto, and the Treasurer is authorized and directed to collect the amounts assessed as

they become due pursuant to the terms of this Resolution and the provisions of the applicable statutes of the State of Michigan.

8. All prior resolutions and parts of prior resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

Yeas: Supervisor Bloomquist, Clerk Cleveland, Treasurer Cutshaw, Trustee Creagh, Trustee Duffy, and Trustee Steinberg.

Nays: None.

Absent: Trustee Eyster

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN                    )  
  ) ss  
COUNTY OF INGHAM                 )

I, the undersigned, the duly qualified and acting Clerk for Williamstown Township, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board at a meeting held on the 13th day of March, 2023, and further certify that the above Resolution was adopted at said meeting.

---

Robin A. Cleveland, Township Clerk

**EXHIBIT A**

CONFIRMED 2024 SPECIAL ASSESSMENT ROLL

(See Digital Special Assessment Roll)

3638 Amber Oaks Dr  
HOWELL, Michigan 48855  
www.securecheckpoints.com  
517-202-0562



Williamstown Township  
5990 Zimmer Rd  
Williamston, MI 48895

Estimate #	1022
Estimate Date	10-02-24
Total	<b>\$2,399.00</b>

Item	Description	Unit Cost	Quantity	Line Total
Mini Computer i5 16GB 256GB	Mini Computer i5 16GB 256GB	\$950.00	2.0	\$1,900.00
Ubiquiti Internet Edge Firewall	Ubiquiti Internet Edge Firewall	\$499.00	1.0	\$499.00

THIS IS AN ESTIMATE

Disclaimer

Subtotal	\$2,399.00
Tax	\$0.00
Estimate Total	\$2,399.00

Signed: \_\_\_\_\_

Date: \_\_\_\_\_





# Zoning Revisions Regarding Wind Energy Systems

WILLIAMSTOWN TOWNSHIP, INGHAM COUNTY, MICHIGAN

---

DRAFT PREPARED ON JULY 27, 2024 BY

**MCKENNA**  
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Northville, Michigan 48167

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**MCKENNA**

Communities for real life.





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# Proposed Revisions to the Williamstown Township Zoning Ordinance Regarding Wind Energy Systems

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## PROPOSED REVISIONS TO SECTION 8.02

Amend Section 8.02 by replacing the existing text in subsection KK in its entirety with the following:

### **Section 8.02, subsection KK**

#### **KK. Wind Energy Systems**

1. **Purpose.**

There is growing interest in the development of wind energy systems to reduce reliance on fossil fuels for the purpose of generating electricity. Although wind energy systems can be a desirable renewable energy source that is healthy for the climate, these systems can generate harmful and annoying impacts if they are not properly designed and located within the community. The purpose of the regulations in this subsection is to allow wind energy systems to be developed in Williamstown Township within guidelines that will minimize adverse impacts on residents, wildlife, and the environment.

2. **Definitions.**

The following words, terms, and phrases, when used in this subsection, shall have the meanings ascribed to them, except where the context clearly indicates a different meaning:

**A-Weighted Sound Level:** The sound pressure level in decibels as measured on a sound level meter using the A-weighting network, expressed as dBA.

**Anemometer Tower:** A freestanding tower containing instrumentation, such as anemometers that are designed to provide present moment wind data for use by the supervisory control and data acquisition (SCADA) system (may also be called a Meteorological Tower or Testing Tower).

**ANSI:** The American National Standards Institute.

**Background Sound:** Sound from all sources except the source of interest.

**Decibel:** A unit used to measure the intensity of sound, equal to twenty (20) times the common logarithm of the ratio of the pressure produced by the sound to a reference pressure, usually 0.0002 microbar.

**End of Useful Life:** The end of the manufacturer's recommended useful life of the product, when leases or easements expire, when a wind energy system or parts of a wind energy system are abandoned for twelve (12) consecutive months or more, or when power purchase agreements expire.

**Height:** For a horizontal axis wind turbine: The distance between the base of a wind turbine tower at grade to the tip of the blade at its highest reach. For a vertical axis wind turbine: The distance between the base of the wind turbine tower at grade and highest point of the tower.

**Horizontal Axis Wind Turbine:** A wind turbine that utilizes a main rotor shaft and electrical generator at the top of the tower and points into the wind for optimal operation.

**IEC:** The International Electrotechnical Commission.

**ISO:** The International Organization for Standardization.

**Laydown Yard:** A designated area where turbine components are temporarily stored prior to erection. A central laydown yard may be used for the project or there may be several laydown yards. A laydown yard may be used temporarily during construction or may be a permanent feature of the wind energy system development.

**L<sub>eq</sub>:** The equivalent average sound level for the measurement period.

**L<sub>den</sub>:** An equivalent sound level, day-evening-night average, over a 24-hour period at the most exposed façade, outdoors; a 10 dB penalty is added to nighttime sound (10:00 p.m. to 7:00 a.m.) and a 5 dB penalty is added to evening sound (7:00 p.m. to 10:00 p.m.).

**Nacelle:** A cover that houses all the generating components in a wind turbine, including the generator, gearbox, drive train, and brake assembly.

**Nameplate Capacity:** The designed full-load sustained generating output of an energy facility. Nameplate capacity shall be determined by reference to the sustained output of an energy facility even if components of the energy facility are located on different parcels, whether contiguous or noncontiguous.

**Participating Parcel:** A parcel that is under a lease or easement for development of a utility-scale wind energy system.

**Non-participating Parcel:** A parcel for which there is not a signed leased or easement for development of a proposed utility-scale wind energy system.

**On-Site Wind Energy System:** A land use for generating electric power from wind that is intended to serve the needs of the consumer on-site.

**SCADA:** Supervisory Control And Data Acquisition, a control system architecture comprising computers, networked data communications, and graphical user interfaces for high-level supervision of machines and processes.

**Shadow Flicker:** Alternating changes in light intensity caused by the moving blade of a wind turbine casting shadows on the ground or on stationary objects, such as a window or face of a dwelling unit.

**Utility-Scale Wind Energy System:** A system that captures and converts wind into electricity, which may be for the purpose of sale or for use in locations other than solely the wind energy facility property. Wind energy system or facility includes, but is not limited to, the following equipment and facilities to be constructed by an electric provider or independent power producer: wind towers; wind turbines; access roads; distribution, collection, and feeder lines; wires and cables; conduit; footings; foundations; towers; poles; crossarms; guy lines and anchors; substations; interconnection or switching facilities; circuit breakers and transformers; energy storage facilities; overhead and underground control; communications and radio relay systems and telecommunications equipment; monitoring and recording equipment and facilities; erosion control facilities; utility lines and installations; generation tie lines; ancillary buildings; wind monitoring stations; and accessory equipment and structures.

**Vertical Axis Wind Turbine:** A wind turbine that uses a vertical rotor shaft and is often mounted on the ground or a building. A vertical axis wind turbine does not need to point into the wind to be effective.

**WES:** Wind Energy System.

**Wind Turbine:** A group of component parts used to convert wind energy into electricity, including the tower, base, rotor, nacelle, and blades.

### 3. On-Site Wind Energy Systems

On-site wind energy systems designed to serve the needs of a single home, farm, or small business are permitted subject to the following regulations:

- a. **Site Plan Approval.** On-site wind energy systems require site plan approval, pursuant to Section 29.02.
- b. **Permitted Height.** The maximum height of an on-site wind energy system serving a home or small business shall be sixty (60) feet. The maximum height of an on-site wind energy system serving a commercial farm shall be one hundred twenty (120) feet.
- c. **Required Setbacks.** The minimum distance between an on-site wind energy system and any property line shall be equal to 1.1 times the height of the wind energy system. Accessory structures associated with an on-site wind energy system shall comply with the minimum setbacks for the district in which they are located.

- d. **Accessory Structures.** On-site wind energy systems and accessory structures related thereto shall not count toward the maximum number of accessory structures on a given lot.
  - e. **Minimum Ground Clearance.** The minimum vertical blade tip clearance from grade level shall be twenty (20) feet for a horizontal axis wind turbine. Twenty (20) feet of clearance shall be provided under or around any moving parts of a vertical axis wind turbine.
  - f. **Maximum Sound Pressure Level.** The audible sound from an on-site wind energy system shall not exceed 45 dBA  $L_{den}$ , measured at the property line closest to the wind energy system.
  - g. **Construction Codes and Interconnection Requirements.** On-site wind energy systems shall comply with all applicable state construction and electrical codes and Township building code requirements. An on-site wind energy system that is interconnected with the public utility system shall comply with Michigan Public Service Commission and Federal Energy Regulatory Commission requirements.
  - h. **Aviation and Airport Requirements.** If applicable, on-site wind energy systems shall comply with Federal Aviation Administration requirements, the Michigan Airport Zoning Act (Public Act 23 of 1950, as amended), and the Michigan Tall Structures Act (Public Act 259 of 1959, as amended).
  - i. **Safety Requirements.** On-site wind energy systems shall comply with the following safety requirements:
    - i. An on-site wind energy system shall have an automatic braking, governing, or feathering system to prevent uncontrolled rotation or over speeding.
    - ii. All wind towers shall have lightning protection.
    - iii. On-site wind energy systems shall be designed to prevent unauthorized access to electrical and mechanical components and to prevent unauthorized climbing on the tower.
    - iv. If a tower is supported by guy wires, the wires shall be clearly visible to a height of at least six (6) feet above the guy wire anchors.
  - j. **Shadow Flicker.** On-site wind energy systems shall produce no off-site shadow flicker on occupied structures. Measures to eliminate shadow flicker, such as programming the wind turbine to stop rotating during times when shadows would cross neighboring occupied structures, may be required.
  - k. **Temporary Testing Towers for On-site Systems.** Temporary testing towers for on-site wind energy systems (e.g., anemometers, bat testing towers) shall be permitted for a specific period of time not to exceed two (2) years, subject to site plan review and subject to the requirements specified above regarding height, setbacks, construction codes, and aviation and airports. In addition, the Planning Commission shall require a performance guarantee, pursuant to Section 2.18, in an amount sufficient to cover the removal of the tower and restoration of the site.
  - l. **Removal.** If an on-site wind energy system ceases to generate electricity for twelve (12) or more consecutive months, the owner shall be responsible for removing the tower and associated equipment no later than ninety (90) days after the end of the twelve (12) month period. Where the removal has not been completed as required, after giving thirty (30) days written notice the Township may initiate the removal of the wind energy system. The Township's actual cost and reasonable administrative charges related to removal shall become a lien on the property and the charges shall be placed on the next general assessment roll of the Township to be collected in the same manner as other taxes are collected.
4. Utility-Scale Wind Energy Systems  
Utility-scale wind energy systems shall be permitted subject to the following regulations:
- a. **Special Land Use and Site Plan Approval Required.** Utility-scale wind energy systems shall require special land use approval, pursuant to Section 29.03, and site plan approval, pursuant to

Section 29.02, except that planned development approval shall be required in the Green Zone Planned Development District.

- b. **Permitted Height.** The maximum height of a utility-scale wind energy system shall be five hundred (500) feet.
- c. **Required Setbacks.** Utility-scale wind turbines shall comply with the following minimum setback requirements (measured from the closest point at the base of the tower):
  - i. **From Any Road Right-of-Way.** The minimum setback from any road right-of-way shall be equal to 1.1 times the height of the wind energy system.
  - ii. **From Any Non-Participating Property.** The minimum setback from the property line of a non-participating property shall be equal to 3.0 times the height of the wind energy system.
  - iii. **From Any Participating Property.** The minimum setback from the property line of any participating property shall be equal to 1.1 times the height of the wind energy system. This setback shall not be required where there is a common property line between two participating properties ~~under the same ownership.~~
  - iv. **From Any Occupied Dwelling Unit.** The minimum setback from any occupied dwelling unit (on a participating or non-participating property) shall be equal to 2.0 times the turbine height.
  - v. **From Any Railroad, Major Gas Line, or Electric Transmission Line.** The minimum setback from any railroad right-of-way, gas transmission line easement, electric transmission line easement shall be equal to 1.1 times the height of the wind energy system.
- d. **Laydown Yard.** The temporary laydown yard shall be subject to the special land use and site plan review and approval processes called for in subsection (KK)(4.a). Structures and uses within the laydown yard shall comply with the minimum setback requirements for the district in which they are located. The Planning Commission shall require a performance guarantee, pursuant to Section 2.18, in an amount sufficient to cover the removal of the structures and uses within the laydown yard and restoration of the site upon completion of construction.
- e. **Temporary Testing Towers for Utility-Scale Systems.** Temporary testing towers for utility-scale energy systems (e.g., anemometers, bat testing towers) shall be permitted for a specific period of time not to exceed two (2) years, subject to site plan review and subject to the requirements specified in subsection 4 regarding height, setbacks, construction codes, and aviation and airports. In addition, the Planning Commission shall require a performance guarantee, pursuant to Section 2.18, in an amount sufficient to cover the removal of the tower and restoration of the site.
- f. **Minimum Ground Clearance.** The minimum vertical blade tip clearance from grade level shall be seventy-five (75) feet.
- g. **Sound Requirements.** Utility-scale wind energy systems shall comply with the following sound requirements:
  - i. **Maximum Sound Pressure Level.** The audible sound from a utility-scale wind energy system shall not exceed 45 dBA  $L_{den}$ , measured at the property line closest to the wind energy system.
  - ii. **Sound Measurement.** Sound pressure level measurements shall be performed by a qualified third party professional approved by the developer and the Planning Commission. Testing shall be performed according to the procedures in the most current version of ANSI S12.18 and ANSI S12.9 Part 3. All sound pressure levels shall be measured with a sound meter that meets or exceeds the most current version of ANSI S1.4 specifications for a Type II sound meter. A combination of attended and unattended sound measurement is required for compliance testing.

- iii. **Post-Construction Sound Survey.** The developer shall initiate a post-construction sound survey immediately after twelve (12) months of operation to document the levels of sound being emitted by the wind turbines. The study shall be designed to verify compliance with the sound requirements of this ordinance. The wind energy system owner shall provide SCADA data during the testing period to the testing consultant completing the sound survey. Upon completion, the results of the survey shall immediately be submitted to the Township Supervisor.
- h. **Vibration.** Utility-scale wind energy systems shall not create any vibrations that are detectable by humans on non-participating parcels.
- i. **Shadow Flicker.** There shall be no shadow flicker on a non-participating parcel. The site plan application shall include a Shadow Flicker Analysis, which shall identify specific mitigation measures to be used to eliminate shadow flicker on non-participating parcels, which may include any of the following:
  - i. Change in the proposed location of the wind turbine.
  - ii. The wind turbine may be turned off by a manufacturer-approved system during the period a non-participating parcel would receive shadow flicker.
- j. **Construction Codes.** Utility-scale wind energy systems shall comply with all applicable state construction and electrical codes and Township building code requirements.
- k. **Permit Requirements.** Utility-scale wind energy systems shall comply with all applicable federal, state, local, and utility requirements. Copies of required permits shall be submitted to the Township with the site plan review application. Required permits and approvals include, but may not be limited to the following:
  - i. **Aviation and Airport Requirements.** Utility-scale wind energy systems shall comply with Federal Aviation Administration (FAA) requirements. The minimum FAA lighting requirements shall not be exceeded. The lighting plan submitted to the FAA shall propose an Aircraft Detection Lighting System (ADLS) alternative. The tower shall not be illuminated unless required by the FAA. In addition, utility-scale wind energy systems shall comply with Michigan Airport Zoning Act (Public Act 23 of 1950, as amended), and the Michigan Tall Structures Act (Public Act 259 of 1959, as amended).
  - ii. **Environmental Requirements.** The Environmental Analysis required in site plan review (see subsection 5) shall demonstrate mitigation measures to minimize impacts on natural and cultural resources. Furthermore, the Environmental Analysis shall demonstrate compliance with the Michigan Natural Resources and Environmental Protection Act (Public Act 451 of 1994, as amended), including but not limited to:
    - a) Part 31, Water Resources Protection
    - b) Part 91, Soil Erosion and Sedimentation Control
    - c) Part 301, Inland Lakes and Streams
    - d) Part 303, Wetlands
  - iii. **Avian and Wildlife Impacts.** The Avian and Wildlife Impact Analysis required in site plan review (see subsection 5) shall demonstrate mitigation measures to minimize potential impacts on avians and wildlife.
    - a) The Analysis, which shall be based on published peer-reviewed scientific data, shall demonstrate compliance with the U. S. Fish and Wildlife Service's Land-Based Wind Energy Guidelines.
    - b) The Analysis shall demonstrate compliance with applicable sections of the Federal Endangered Species Act and Michigan's endangered species protection laws, set forth in Part 365 of the Michigan Natural Resources and Environmental Protection Act. Consultation with the U. S. Fish and Wildlife Service and Michigan Department of Natural Resources to identify listed species is required.

- iv. **Road and Highway Permits and Impacts.** Permits shall be obtained from the Ingham County Road Department and the Michigan Department of Transportation. The applicant shall either post performance guarantees or enter into Road Use Agreements with the Ingham County Road Department and the Michigan Department of Transportation, at the discretion of each road agency, to cover the cost of road damage resulting from construction of the wind energy system.
- I. **Safety Requirements.** Utility-scale wind energy systems shall comply with the following safety requirements:
  - i. Utility-scale wind energy systems shall be designed to prevent unauthorized access to electrical and mechanical components. Access doors shall be kept locked at all times when service personnel are not present.
  - ii. Spent lubricants and cooling fluids shall be promptly and safely removed from the site of the wind energy system.
  - iii. Utility-scale wind energy systems shall have an automatic braking, governing, or feathering system to prevent uncontrolled rotation or over speeding.
  - iv. Copies of Manufacturers' Material Safety Data Sheets shall be submitted, which shall include the type and quantity of all materials used in the operation of the wind energy system including, but not limited to, all lubricants and coolants.
- m. **Sign.** A two (2) square foot sign shall be posted at the base of each wind turbine and meteorological tower. The sign shall contain the following information:
  - i. Warning of potential falling ice.
  - ii. Wind turbine owner's name and operator's name.
  - iii. Emergency contact numbers (more than one).

In addition, a two (2) square foot sign shall be posted at the road access to each wind turbine to warn visitors about the potential of falling ice.
- n. **Visual Characteristics.** Utility-scale wind energy systems shall use tubular towers. All components, including but not limited to the tower, blades, and nacelle shall be finished in a non-reflective matte finish with a white or off-white color.
- o. **Utility Lines.** Electric transmission lines extending from a wind turbine to a substation shall be placed underground a minimum depth of five (5) feet to allow for continued farming and existing land use in the vicinity of the wind energy system, and to prevent avian collision and electrocutions. Above-ground non-transmission lines, transformers, and conductors shall comply with the Avian Power Line Interaction Committee published guidelines to reduce avian mortality.
- p. **Communication and Signal Interference.**
  - i. No utility-scale wind energy system shall be installed in any location where its proximity to fixed broadcast, retransmission, or reception for radio, television, or wireless phone or other personal communication systems would produce interference with signal transmission or reception unless the applicant provides a replacement signal to the affected party that restores service to at least the level present before operation of the wind energy system.
  - ii. No utility-scale wind energy system shall be installed in any location within the line of sight of an existing microwave communications link where operation of the wind energy system would produce electromagnetic interference in the link's operation.

- iii. In the event that signal interference is experienced and confirmed, the applicant shall address the interference to the affected party's satisfaction within ninety (90) days, following the Complaint Resolution Program outlined in item q.
- q. **Complaint Resolution Program.** The applicant shall present a Complaint Resolution Program for approval. The Complaint Resolution Program shall include the following at minimum:
  - i. Complaints shall be submitted to the Township Supervisor, who shall forward them to the designated wind energy system representative, who shall be identified in the Complaint Resolution Program.
  - ii. The Complaint Resolution Program shall indicate that the Township Supervisor will be kept informed throughout the resolution process.
  - iii. Processes and timelines for responding to and resolving complaints shall be specified.
  - iv. A sample complaint form shall be submitted for approval.
  - v. Contact information for the wind energy system representative who will be responsible for processing and resolving complaints shall be provided.
  - vi. As a condition of filing a complaint, a property owner shall consent to allow representatives of the wind energy system company onto the subject property for the purposes of investigating and addressing the complaint.
- r. **Change of Ownership or Operator.** The Township Supervisor shall be notified in writing immediately if there is a change in ownership or operator of a utility-scale wind energy system. The Township Supervisor shall be provided with contact information for the new owner and/or operator representatives.
- s. **Indemnification.** The wind energy company owner and operator shall agree to indemnify and hold Williamstown Township, its Board of Trustees, Planning Commission, officers, agents, and employees harmless from any liability, loss, or damage they may suffer as a result of claims, demands, costs, or judgments against them arising out of approval of a wind energy system pursuant to the regulations in this Zoning Ordinance. Any such indemnification agreement shall be subject to review and approval by the Township Attorney.
- t. **Maintenance Requirements and Inspections.** The wind energy system shall be maintained and kept in a safe working condition. Annually, the wind energy system owner shall certify in writing to the Township Supervisor that all turbines are operating properly under normal conditions. Turbines not operating at the time of the annual review shall be identified and a plan shall be presented for resolving maintenance issues. A wind turbine that has not been operational for over twelve (12) consecutive months shall be considered abandoned and in violation of the special land use permit.
 

The Township shall have the right to inspect the premises on which a utility-scale wind energy system is located at a reasonable time. The Township may hire a consultant to assist with any such inspections, with the cost to be charged to the owner of the wind energy system.
- u. **Maintenance of Access Roads.** Access roads shall be maintained to provide all-season access to the wind energy systems by service personnel, as well as emergency vehicles, including fire apparatus.
- v. **End of Useful Life.** At the end of the useful life of a utility-scale wind energy system, the owner shall take one of the following actions:
  - i. Follow the Decommissioning Plan approved under item u, and remove the system as indicated in the most recent approved plan.
  - ii. Amend the Decommissioning Plan, subject to Planning Commission and Township Board approval, and then proceed with the amended Plan.



- iii. Seek approval of modify the previously approved site plan and special land use permit to extend the useful life, repower with new wind turbines, or take alternate action, subject to ordinance requirements in place at the time of the request. The expenses incurred for planning, engineering, legal, and other services resulting submittal of an application to modify or repower a wind energy system shall be reimbursed to the Township by the applicant in compliance with the Township's established escrow policy.
- w. **Decommissioning Plan.** A Decommissioning Plan, which shall be prepared by a professional engineer licensed in the state of Michigan, shall be submitted for approval. The Decommissioning Plan shall contain the following elements, at minimum:
  - i. A projection of the anticipated life of the project.
  - ii. An estimate of total decommissioning costs in current dollars, which shall include the cost of complete removal of the wind turbines, removal of the foundations to a depth of at least six (6) feet below grade level, and site restoration, ~~minus the salvage value of materials.~~
  - iii. The anticipated procedures and timeline that will be followed to decommission the project and restore the site.
  - iv. The method of ensuring that funds will be available for decommissioning and site restoration, in compliance with Section 2.18, Performance Guarantee. If a surety bond is posted, the bonding agency must be rated A+ or better.
  - v. The amount of the performance guarantee shall be equal to 125% of the projected cost. The amount of the performance guarantee shall be reviewed every five (5) years for the life of the project, to account for inflation and changes in decommissioning costs. Revised cost estimates shall be submitted to the Township Board for approval.
  - vi. Acknowledgement that failure to keep the performance guarantee in full force and effect at all times while the wind energy system exists shall constitute a material and significant violation of the special land use approval and this ordinance and will subject the owner to all available enforcement remedies, including possible revocation of the special land use approval.
  - vii. Acknowledgement that the owner shall be responsible for the payment of any costs, including attorney fees, incurred by the Township in securing removal of the wind energy system.
- x. **Utility-Scale Wind Energy Systems under Michigan Public Act 233 of 2023.** On or after November 29, 2024, once Public Act 233 of 2023 is in effect, the following provisions apply to Utility-Scale Wind Energy Systems with a nameplate capacity of 100 megawatts or more. To the extent that these provisions conflict with the provisions in subsections a through w, above (regulating Utility-Scale Wind Energy Systems), the provisions below control as to such Utility-Scale Wind Energy Systems. All provisions in subsection a through w, above, that do not conflict with this subsection remain in full force and effect. This subsection does not apply if Public Act 233 of 2023 is repealed, enjoined, or otherwise not in effect, and does not apply to Utility-Scale Wind Energy Systems with a nameplate capacity of less than 100 megawatts.
  - i. **Setbacks.** Utility-Scale Wind Energy Systems shall comply with the following minimum setback requirements, measured from the base of the wind tower:

Setback Description	Minimum Setback Distance
Occupied community buildings and residences on nonparticipating properties	2.1 times the maximum blade tip height to the nearest point on the outside wall of the structure
Residences and other structures on participating properties	1.1 times the maximum blade tip height to the nearest point on the outside wall of the structure
Nonparticipating property lines	1.1 times the maximum blade tip height
Public road right-of-way	1.1 times the maximum blade tip height to the

Setback Description	Minimum Setback Distance
	centerline of the public road right-of-way
Overhead communication and electric transmission, not including utility service lines to individual houses or outbuildings	1.1 times the maximum blade tip height to the centerline of the easement containing the overhead line

- ii. **Shadow Flicker.** Utility-Scale Wind Energy Systems shall be sited such that any occupied community building or nonparticipating residence will not experience more than thirty (30) hours per year of shadow flicker under planned operating conditions as indicated by industry standard computer modeling.
- iii. **Height.** Each wind tower blade tip of a Utility-Scale Wind Energy System shall not exceed the height allowed under a Determination of No Hazard to Air Navigation by the Federal Aviation Administration under 14 CFR part 77.
- iv. **Noise.** Utility-Scale Wind Energy Systems shall not generate a maximum sound in excess of fifty-five (55) average hourly decibels as modeled at the nearest outer wall of the nearest dwelling located on an adjacent nonparticipating property. Decibel modeling shall use the A-weighted scale as designed by the American Standards Institute.
- v. **Light-Mitigating Technology.** Utility-Scale Wind Energy Systems shall be equipped with functioning light-mitigating technology. To allow proper conspicuity of a wind turbine at night during construction, a turbine may be lighted with temporary lighting until the permanent lighting configuration, including the light-mitigating technology, is implemented.
- vi. **Environmental Regulations.** Utility-Scale Wind Energy Systems shall comply with applicable state and federal environmental regulations.
- viii. **Host Community Agreement.** The applicant shall enter into a host community agreement with the Township. The host community agreement shall require that, upon commencement of any operation, the Utility-Scale Wind Energy System owner must pay the Township \$2,000.00 per megawatt of nameplate capacity. The payment shall be used as determined by the Township for police, fire, public safety, or other infrastructure, or for other projects as agreed to by the local unit and the applicant.

5. Site Plan Review Requirements

Utility-scale wind energy systems shall comply with applicable site plan review requirements in Section 29.02. In addition, the following documentation shall be submitted to demonstrate compliance with the regulations set forth herein:

- a. Evidence of the owner's public liability insurance for the project.
- b. Copies of the portions of leases with property owners that grant authority to install temporary testing towers and/or utility-scale wind energy systems on the properties.
- c. Legal descriptions of participating parcels.
- d. The construction schedule.
- e. Maps identifying all participating and non-participating parcels within the project area boundary and non-participating parcels within a quarter mile of the project boundary.
- f. Site plans and drawings showing the locations, heights, and dimensions of all existing and proposed structures and fencing.
- g. Site plans showing the locations, grades, and dimensions of all proposed temporary and permanent roads, with connections to county roads or state highways.
- h. Site plans and drawings showing the locations, grades, dimensions, and uses of all temporary or permanent laydown yards for turbine components.

- i. Site plans and drawings showing all new above-ground infrastructure.
  - j. Names, contact information, and qualifications of professionals who prepared analyses submitted with the application.
  - k. Upon obtaining required permits and zoning approval, but prior to the commencement of any construction, the applicant shall provide a copy of a Power Purchase Agreement or other evidence of ability to connect to the electrical grid when the project is completed.
  - l. **Fire Safety.** Plans shall be submitted to the Northeast Ingham Emergency Service Authority (NIESA) for review, along with a written emergency response plan detailing the procedures, training, and equipment required to respond to fire emergencies. If specialized training or equipment is required, it shall be provided at the expense of the applicant.
  - m. **Sound Modeling Analysis.** A predictive sound modeling analysis, prepared by a qualified acoustician or sound engineer, shall be submitted. The analysis shall demonstrate compliance with the sound requirements set forth in subsection 4.g., herein. The analysis shall use wind turbine locations identical to those shown on the site plans submitted with the application. The sound modeling and analysis shall use the methods outlined in ISO 9613-2 (or the most recent version), including sound power levels determined using IEC 61400-11.
  - n. **Transportation Plan.** A transportation plan shall be submitted, which shall include the following, at minimum:
    - i. Maps that identify the roads and highways that will be used in the delivery of components.
    - ii. A plan for restoring the roads and adjacent lands to their original condition after construction.
  - o. **Environmental Analysis.** An environmental analysis prepared by a qualified professional shall be submitted, which shall identify and assess the potential impacts of the project on the natural and cultural environment, including, but not limited to, wetlands and other fragile ecosystems (see subsection 4.k for additional information). The analysis shall identify all appropriate measures to mitigate adverse environmental impacts and indicate how those measures will be implemented. Environmental impacts or concerns that will remain after mitigation shall be identified and evaluated.
  - p. **Avian and Wildlife Impact Analysis.** An avian and wildlife impact analysis prepared by a qualified professional shall be submitted, which shall identify and assess the potential impacts of the project on birds, other wildlife, and particularly endangered species. The analysis shall identify all appropriate measures to mitigate adverse impacts identified in the analysis and indicate how those measures will be implemented. Adverse impacts or concerns that will remain after mitigation shall be identified and evaluated. The analysis shall show consultation and evaluation based on applicable U. S. Fish and Wildlife Service Land-Based Energy Guidelines (2012 or the latest version.)
  - q. **Shadow Flicker Analysis.** A shadow flicker analysis prepared by a qualified professional shall be submitted, which shall extend a minimum of 5,280 feet from the base of each wind turbine. The analysis shall indicate the predicted amount of shadow flicker on dwelling units on non-participating parcels for the purposes of demonstrating compliance with the shadow flicker requirements set forth in subsection 4.i, herein. If mitigation measures are required to achieve compliance, then such measures shall be identified. The shadow flicker analysis shall indicate all modeling assumptions.
  - r. **Decommissioning Plan.** A decommissioning plan shall be prepared and submitted, pursuant to subsection 4.u, herein.
  - s. **Complaint Resolution Program.** A complaint resolution program shall be prepared and submitted, pursuant to subsection 4.q, herein.
-

## **REVISIONS TO ZONING DISTRICT REGULATIONS**

Upon adoption of the above revisions to Section 8.02, subsection KK, it is necessary to amend the regulations for each of the zoning districts in which on-site or utility-scale wind energy systems are to be permitted.

We recommend that on-site systems be permitted as accessory structures in all districts. However, since the minimum lot size in the R-1, One Family Residential District and the OS-1, Office Service District is only 20,000 sq. ft., it is likely that many lots in these districts would not be able to comply with the required setbacks for on-site systems. Thus, we recommend a one acre minimum lot size to qualify for an on-site system in the R-1 and OS-1 Districts.

We recommend that utility-scale systems be permitted in just two districts: the AG-C, Commercial Agricultural District and the GD, Green Zone Planned Development District. These districts contain parcels that are large enough to comply with the dimensional requirements for utility-scale systems.

Based on the above recommendations, the following revisions are proposed:

### **PROPOSED REVISIONS TO SECTION 11.02**

*Revise Section 11.02(B) to permit on-site wind energy systems as an accessory use in the R-1, One Family Residential District, on lots of one acre or larger, by adding a new item 8. The new item 8 would read as follows:*

On-site wind energy systems on lots of one (1) acre or larger, subject to the requirements in Section 8.02, subsection KK.3.

### **PROPOSED REVISIONS TO SECTION 12.02**

*Revise Section 12.02(B) to permit on-site wind energy systems as an accessory use in the R-1-S, Suburban Residential District, by adding a new item 2 and renumbering the existing item 2. The new item 2 would read as follows:*

On-site wind energy systems, subject to the requirements in Section 8.02, subsection KK.3.

### **PROPOSED REVISIONS TO SECTION 13.02**

*Revise Section 13.02(B) to permit on-site wind energy systems as an accessory use in the RR, Rural Residential District, by adding a new item 8. The new item 8 would read as follows:*

On-site wind energy systems, subject to the requirements in Section 8.02, subsection KK.3.

### **PROPOSED REVISIONS TO SECTION 14.02**

*Revise Section 14.02(B) to permit on-site wind energy systems as an accessory use in the RE, Rural Estate District, by adding a new item 8. The new item 8 would read as follows:*

On-site wind energy systems, subject to the requirements in Section 8.02, subsection KK.3.

### **PROPOSED REVISIONS TO SECTION 15.02**

*Revise Section 15.02(B) to permit on-site wind energy systems as an accessory use in the AG-SF, Agricultural-Small Farms District, by adding a new item 8. The new item 8 would read as follows:*

On-site wind energy systems, subject to the requirements in Section 8.02, subsection KK.3.

### **PROPOSED REVISIONS TO SECTION 16.02**

*Revise Section 16.02 to permit on-site wind energy systems as an accessory use in the MHP, Mobile Home Park District, by amending item 5 to read as follows:*

Uses and structures accessory to the above, subject to the provisions in this Article, including: a) Roof and building-mounted solar energy systems for individual use, subject to the regulations in Section 8.02, subsection QQ.4, and b) On-site wind energy systems, subject to the regulations in Section 8.02, subsection KK.3.

#### **PROPOSED REVISIONS TO SECTION 17.02**

*Revise Section 17.02(B) to permit on-site wind energy systems as an accessory use in the RM-1, Multiple Family Residential District, by adding a new item 9. The new item 9 would read as follows:*

On-site wind energy systems, subject to the requirements in Section 8.02, subsection KK.3.

#### **PROPOSED REVISIONS TO SECTION 18.02**

*Revise Section 18.02(B) to permit on-site wind energy systems as an accessory use in the AG-C, Commercial Agricultural District, by adding a new item 2. The new item 2 would read as follows:*

On-site wind energy systems, subject to the requirements in Section 8.02, subsection KK.3.  
*Revise Section 18.02(C) to permit utility-scale wind energy systems as a special land use in the AG-C, Commercial Agricultural District, by adding a new item 28. The new item 28 would read as follows:*

Utility-scale wind energy systems, subject to the requirements in Section 8.02, subsection KK.4.

#### **PROPOSED REVISIONS TO SECTION 19.02**

*Revise Section 19.02(B) to permit on-site wind energy systems as an accessory use in the OS-1, Office Service District, on lots of one acre or larger, by adding a new item 2. The new item 2 would read as follows:*

On-site wind energy systems on lots of one (1) acre or larger, subject to the requirements in Section 8.02, subsection KK.3.

#### **PROPOSED REVISIONS TO SECTION 20.02**

*Revise Section 20.02(B) to permit on-site wind energy systems as an accessory use in the B-1, Limited Business District, by adding a new item 2. The new item 2 would read as follows:*

On-site wind energy systems, subject to the requirements in Section 8.02, subsection KK.3.

#### **PROPOSED REVISIONS TO SECTION 21.02**

*Revise Section 21.02(B) to permit on-site wind energy systems as an accessory use in the B-2, Commercial Center District, by adding a new item 2. The new item 2 would read as follows:*

On-site wind energy systems, subject to the requirements in Section 8.02, subsection KK.3.

#### **PROPOSED REVISIONS TO SECTION 22.02**

*Revise Section 22.02(B) to permit on-site wind energy systems as an accessory use in the I-1, Light Industrial District, by adding a new item 2. The new item 2 would read as follows:*

On-site wind energy systems, subject to the requirements in Section 8.02, subsection KK.3.

#### **PROPOSED REVISIONS TO SECTION 24.04**

*Revise Section 24.04 to permit on-site wind energy systems as an accessory use in the GD, Green Zone Planned Development District, by adding a new item 12.h. The new item 12.h would read as follows:*

On-site wind energy systems, subject to the requirements in Section 8.02, subsection KK.3.

*Revise Section 24.04 to permit utility-scale wind energy systems in the GD, Green Zone Planned Development District, by adding a new item 16. The new item 16 would read as follows:*

Utility-scale wind energy systems, subject to the requirements in Section 8.02, subsection KK.4.

**PROPOSED REVISIONS TO SECTION 27.04**

*Revise Section 27.04(B) to permit on-site wind energy systems as an accessory use in the MU, Mixed Use Overlay District, by adding a new item 2. The new item 2 would read as follows:*

On-site wind energy systems, subject to the requirements in Section 8.02, subsection KK.3.



# Zoning Revisions Regarding Solar Energy Systems

WILLIAMSTOWN TOWNSHIP, INGHAM COUNTY, MICHIGAN

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DRAFT PREPARED ON JULY 27, 2024 BY

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# Proposed Revisions to the Williamstown Township Zoning Ordinance Regarding Solar Energy Systems

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## PROPOSED REVISIONS TO SECTION 8.02

Amend Section 8.02 by replacing the existing text in subsection QQ in its entirety with the following:

### Section 8.02, subsection QQ

#### **QQ. Solar Energy Systems**

1. Findings and Purpose.

Solar energy is an abundant and renewable source of energy that residents and utility companies would like to make use of as an alternative to generating electricity by using non-renewable fossil fuels. Solar energy systems can enhance the reliability and quality of the power grid, reduce peak power demands, and diversify the Township's energy supply. Large-scale solar energy systems can reduce land designated for agricultural production or other purposes if not carefully regulated. The purpose of the regulations in this subsection is to allow solar energy systems to be developed in Williamstown Township within guidelines that will minimize adverse impacts on residents, agriculture, wildlife, and the environment.

2. Definitions.

The following words, terms, and phrases, when used in this subsection, shall have the meanings ascribed to them, except where the context clearly indicates a different meaning:

**Accessory Use Solar Energy System:** A solar energy system designed to generate electricity solely for the principal use on the site.

**Building-Integrated Solar Energy System:** A solar energy system that is an integral part of a primary or accessory building. Building-integrated solar energy systems include, but are not limited to, photovoltaic or hot water solar energy systems that are contained within roofing materials, building siding, windows, skylights, and awnings.

**Community Solar System:** A community solar system, also called "shared solar," is defined by the U. S. Department of Energy's National Renewable Energy Laboratory as "a solar electric system that provides power and/or financial benefit to multiple community members." Customers of a community solar program subscribe to a portion of a shared renewable energy facility located in the community and the power generated results in each subscriber receiving their portion of the benefit based on their investment. A community solar system is subject to the regulations for either a small-scale principal use solar energy system or a large-scale principal use solar energy system, depending on its generating capacity.

**Ground-Mounted Solar Energy System:** A solar energy system mounted on support posts, like a rack or posts, that are attached to or rest on the ground.

**Large-Scale Principal Use Solar Energy System:** A Principal Use Solar Energy System with a nameplate capacity of more than two (2) MW, where the electricity is generated for the primary purpose of off-site use through the electrical grid or export to the wholesale market.

**Maximum Tilt:** The maximum angle of a solar array (i.e., most vertical position) for capturing solar radiation as compared to the horizon line.

**Minimum Tilt:** The minimum angle of a solar array (i.e., the most horizontal position) for capturing solar radiation as compared to the horizon line.

**Nameplate Capacity:** The designed full-load sustained generating output of an energy facility. Nameplate capacity shall be determined by reference to the sustained output of an energy facility even if components of the energy facility are located on different parcels, whether contiguous or noncontiguous.

**Non-Participating Lot(s):** One or more lots for which there is not a signed lease or easement for development of a principal use solar energy system associated with a particular project.

**Participating Lot(s):** One or more lots under a signed lease or easement for development of a principal use solar energy system associated with a particular project.

**Photovoltaic (PV) System:** A semiconductor material that generates electricity from sunlight.

**Principal Use Solar Energy System:** A commercial, ground-mounted solar energy system that converts sunlight into electricity for the primary purpose of off-site use through the electrical grid or export to the wholesale market.

**Repowering:** Reconfiguring, renovating, or replacing a solar energy system to maintain or increase the power rating within the existing project footprint.

**Roof-Mounted Solar Energy System:** A solar energy system mounted on racking that is attached to or ballasted on the roof of a building or structure.

**Small-Scale Principal Use Solar Energy System:** A Principal Use Solar Energy System with a nameplate capacity of up to and including two (2) MW, where the electricity is generated for the primary purpose of off-site use through the electrical grid or export to the wholesale market.

**Solar Array:** A collection of multiple photovoltaic panels that generate electricity as a system.

**Solar Energy System (SES):** A system that captures and converts solar energy into electricity, which may be for the purpose of sale or for use in locations other than solely the solar energy facility property. Solar energy system or facility includes, but is not limited to, the following equipment and facilities to be constructed by an electric provider or independent power producer: photovoltaic solar panels; solar inverters; access roads; distribution, collection, and feeder lines; wires and cables; conduit; footings; foundations; towers; poles; crossarms; guy lines and anchors; substations; interconnection or switching facilities; circuit breakers and transformers; energy storage facilities; overhead and underground control; communications and radio relay systems and telecommunications equipment; utility lines and installations; generation tie lines; solar monitoring stations; and accessory equipment and structures.

**Solar Thermal System:** Equipment that converts sunlight into heat.

3. **Accessory Roof-Mounted Solar Energy Systems.**

Accessory roof-mounted solar energy systems are permitted in all zoning districts subject to the following regulations:

- a. **Permitted Height.** Roof-mounted solar energy systems shall not extend more than four (4) feet above the roof surface.
- b. **Location on Roof.** Roof-mounted solar energy systems shall not protrude beyond the edge of the roof.
- c. **Screening.** Roof-mounted solar energy systems are exempt from rooftop equipment and mechanical system screening requirements.
- d. **Nonconformities.** A roof-mounted solar energy system installed on a nonconforming building or structure shall not be considered an expansion of the nonconformity.
- e. **Required Permits.** Building and electrical permits shall be obtained prior to installation of roof-mounted solar energy systems.

- f. **Battery Containment and Disposal.** If used, a battery energy storage system that is accessory to an on-site roof-mounted solar energy system shall be placed in a secure container. When no longer needed, the batteries shall be disposed of in accordance with applicable laws and regulations.
4. Accessory Ground-Mounted Solar Energy Systems.  
Accessory ground-mounted solar energy systems are permitted subject to the following regulations:
  - a. **Permitted Height.** Ground-mounted solar energy systems shall not exceed twenty (20) feet in height when oriented at the maximum tilt.
  - b. **Required Setbacks and Location on Property.** Ground-mounted solar energy systems shall be considered accessory structures, which may be located in the side or rear yards, subject to the setback requirements for accessory buildings. However, notwithstanding the limitations on accessory buildings and structures in the front yard stated in Sections 2.03(C) and 29.02, footnote dd, accessory ground-mounted solar energy systems may be permitted in the front where all of the following conditions exist: 1) The Township Zoning Enforcement Official shall determine that no feasible side or rear location exists, 2) The lot size shall be a minimum of two (2) acres, 3) The solar energy system shall be set back from the road as far as is feasible, and 4) The solar energy system shall comply with minimum setback requirements for accessory buildings. Setback distance shall be measured from the property line to the closest point of the solar energy system at minimum tilt.  
  
When determining whether a side or rear location is or is not feasible, the Township Zoning Enforcement Official shall consider the following criteria: 1) placement in the side or rear would decrease the efficiency of the system due to unusual topography or shading from accessory structures or existing vegetation, or 2) placement in the side or rear would interfere with a septic system, existing accessory structures, or existing accessory uses.
  - c. **Lot Coverage.** The area of the solar array at minimum tilt shall not exceed fifty percent (50%) of the square footage of the primary building on the property. For the purpose of this regulation, a portion of a solar energy system that is sited over required parking (i.e., solar carport) shall not be counted.
  - d. **Accessory Structure Exemption.** A ground-mounted solar energy system shall not count toward the maximum number or square footage of accessory structures allowed on a site.
  - e. **Exemptions.** A ground-mounted solar energy system used to power a single device or specific piece of equipment such as a lawn ornament, light, weather station, thermometer, clock, well pump, or other similar singular device is exempt from the regulations in this subsection.
  - f. **Nonconformities.** A ground-mounted solar energy system installed on a nonconforming lot shall not be considered an expansion of the nonconformity.
  - g. **Required Permits.** Building and electrical permits shall be obtained prior to installation of ground-mounted solar energy systems.
  - h. **Battery Containment and Disposal.** If used, solar storage batteries shall be placed in a secure container. When no longer needed, the batteries shall be disposed of in accordance with applicable laws and regulations.
  - i. **Removal.** If an accessory ground-mounted solar energy system ceases to generate electricity for twelve (12) or more consecutive months, the owner shall be responsible for removing the entire system no later than ninety (90) days after the end of the twelve (12) month period. Where the removal has not been completed as required, after giving thirty (30) days written notice the Township may initiate the removal of the solar energy system. The Township's actual cost and reasonable administrative charges related to removal shall become a lien on the property and the

charges shall be placed on the next general assessment roll of the Township to be collected in the same manner as other taxes are collected.

5. Building-Integrated Solar Energy Systems.

Building-integrated solar energy systems are permitted in all zoning districts, subject to the regulations that apply to the building itself; they are not subject to accessory ground-mounted or roof-mounted solar energy system regulations.

6. Small-Scale Principal Use Solar Energy Systems.

Small-scale principal use solar energy systems shall be permitted subject to the following regulations:

- a. **Permitted Height.** Small-scale principal use solar energy systems shall not exceed twenty (20) feet in height when oriented at the maximum tilt.
- b. **Required Setbacks and Location on Property.** Small-scale principal use solar energy systems shall be subject to the setback requirements for principal buildings. Setback distance shall be measured from the property line to the closest point of the solar energy system at minimum tilt. However, small-scale principal use solar energy systems are not subject to property line setbacks for common property lines of two or more participating lots, except road right-of-way setbacks shall apply. Solar energy systems shall not be located over a working septic system, in a floodplain or wetland, or on land that is the habitat of any threatened, endangered, or protected species, pursuant to state or federal law.
- c. **Fencing.** Notwithstanding the requirements in Section 6.02, if required by the National Electrical Code, small-scale principal use solar energy systems shall be enclosed by a seven (7) foot high fence to restrict unauthorized access. Barbed wire is prohibited. Fencing is not subject to setback requirements, provided that screening requirements can be met.
- d. **Screening.** Evergreen landscaping shall be provided to screen small-scale principal use solar energy systems from the road and from adjacent residential land uses. Screening shall comply with the requirements in Section 5.02(E). Any required screening shall be planted outside of the perimeter fencing.
- e. **Ground Cover.** Perennial ground cover shall be planted and maintained on the solar energy system site for the duration of the operation. Use of native Michigan plants is recommended. A ground cover vegetation and management plan shall be submitted with the site plan.
- f. **Lot Coverage.** Small-scale principal use solar energy systems shall not count toward the maximum lot coverage requirements for the district.
- g. **Land Clearing.** Land clearing and disturbance shall be limited to what is minimally necessary for the installation and operation of the system and ensure adequate all-season access to the solar energy system. Topsoil disturbed during site preparation shall be retained on site.
- h. **Access Drives.** New access drives serving the solar energy system shall be designed to minimize soil disturbance, stormwater runoff, and soil compaction. The use of geotextile fabric and gravel on the surface of topsoil for temporary construction roads is permitted, provided that the geotextile fabric and gravel are removed upon completion of construction.
- i. **Wiring.** Power and communication lines serving the solar energy system shall be buried underground.
- j. **Lighting.** Lighting shall be limited to inverter and substation locations only. Light fixtures shall comply with the requirements in Section 2.12.
- k. **Glare.** Solar energy panels shall not produce any glare that is visible from the road or from adjacent or nearby residences.

- i. The owner's name and operator's name.
    - ii. Emergency contact numbers (more than one).
  - m. **Sound Requirements.** The audible sound from a small-scale principal use solar energy system including ancillary equipment shall not exceed 45 dBA  $L_{den}$  measured at the non-participating property line closest to the solar energy system. The site plan shall include modeled sound isolines extending from the sound source to the property lines to demonstrate compliance with this requirement.
  - n. **Repowering.** In addition to repairing or replacing components to maintain the system, a small-scale principal use solar energy system may at any time be repowered by reconfiguring, renovating, or replacing the solar energy system to increase the power rating within the existing project footprint. However, a proposal to change the project footprint of an existing solar energy system shall require a new site plan review application, subject to the ordinance requirements in place at the time of the request.
  - o. **Maintenance Plan.** At the time of site plan review, the applicant shall present a detailed plan for maintenance of the facility, including equipment, landscaping, and ground cover maintenance.
  - p. **Battery Containment and Disposal.** If used, solar storage batteries shall be placed in a secure container. When no longer needed, the batteries shall be disposed of in accordance with applicable laws and regulations.
  - q. **Review and Approval Requirements.** Small-scale principal use solar energy systems shall require site plan review and approval, pursuant to Section 29.02. Subsequently, building and electrical permits shall be obtained prior to installation. Additional permits from county or state agencies may be required, including but not limited to the Ingham County Road Department and the Ingham County Drain Commissioner.
- 7. Large-Scale Principal Use Solar Energy Systems.  
Large-scale principal use solar energy systems shall be permitted subject to the following regulations:
  - a. **Overlay District.**
    - i. The Large-Scale Solar Energy System Overlay District (the "Overlay District") is a mapped district that is hereby established to identify locations in Williamstown Township where large-scale principal use solar energy systems may be permitted, subject to compliance with the regulations set forth in this Ordinance.
    - ii. In an area within this Overlay District, property is placed simultaneously in two zoning districts, the overlay zoning district and the underlying zoning district. It is intended that existing uses maintain conformity with the underlying zoning regulations. Property owners may expand, renovate, or develop their properties in compliance with the underlying zoning regulations. Alternatively, large-scale solar energy systems may be developed on the properties in compliance with the overlay zoning regulations.
    - iii. The Overlay District boundaries have been thoughtfully and precisely drawn to provide reasonable locations for large-scale solar energy system development in Williamstown Township in proximity to electrical transmission lines, while protecting prime farmland, avoiding impact on regulated wetlands, avoiding impact on known groundwater recharge areas, and protecting scenic rural viewsheds and cultural resources.
    - iv. The Large-Scale Solar Energy System Overlay District boundaries shall be as established on the Official Township Zoning Map. Overlay District boundaries may be amended according to the Zoning Ordinance amendment procedures in Section 29.06.

- b. **Permitted Height.** Large-scale principal use solar energy systems shall not exceed twenty (20) feet in height when oriented at the maximum tilt.
- c. **Required Setbacks and Location on Property.**
  - i. No part of a large-scale principal use solar energy system shall be located closer than seventy-five (75) feet to a front lot line or road right-of-way line. Furthermore, no part of a large-scale principal use solar energy system shall be located closer than fifty (50) feet to a side or rear lot line, except where an adjoining non-participating parcel is zoned or used for residential purposes, in which case the minimum setback shall be one hundred (100) feet.
  - ii. If a solar energy system consists of two (2) or more abutting parcels, there shall be no setback requirement along the shared property lines of the abutting parcels, except where the shared property line is along a road, in which case the minimum setback shall be seventy-five (75) feet.
  - iii. Setback distance shall be measured from the property line to the closest point of the solar energy system at minimum tilt.
  - iv. Solar energy systems shall not be located over a working septic system, in a floodplain, wetland, or wetland buffer, or on land that is the habitat of any threatened, endangered, or protected species, pursuant to state or federal law.
- d. **Fencing.** Notwithstanding the requirements in Section 6.02, if required by the National Electrical Code, large-scale principal use solar energy systems shall be enclosed by a seven (7) foot high fence to restrict unauthorized access. Barbed wire is prohibited. Fencing is not subject to setback requirements, provided that screening requirements can be met.
- e. **Screening.** Evergreen landscaping shall be provided to screen large-scale principal use solar energy systems from the road and from adjacent residential land uses. However, residents on participating properties may waive the screening requirement for their own residential land use. Screening shall comply with the requirements in Section 5.02(E). Any required screening shall be planted outside of the perimeter fencing. Required screening shall be maintained on an ongoing basis pursuant to Section 5.05(F).
- f. **Ground Cover.** Perennial ground cover shall be planted and maintained on the solar energy system site for the duration of the operation. Use of native Michigan plants is recommended. A ground cover vegetation and management plan, which shall include invasive plant species control, shall be submitted with the site plan. Ground cover shall be subject to the following additional requirements:
  - i. Sites enrolled in a Farmland Development Rights Agreement under Michigan Public Act 116 of 1974 shall comply with Michigan Department of Agriculture and Rural Development's Policy for Allowing Commercial Solar Panel Development on PA 116 Lands.
  - ii. Ground cover at site not enrolled in a Farmland Development Rights Agreement shall comply with one or more of the following four type of dual use objectives:
    - 1) **Pollinator Habitat:** Solar sites designed to meet a score of 76 or greater on the Michigan Pollinator Habitat Planning Scorecard for Solar Sites.
    - 2) **Conservation Cover:** Solar sites planned to restore native plants, grasses, and prairie, with the aim of providing specific ecosystem benefits, such as carbon sequestration or improving soil health.

- 3) **Forage:** Solar sites that incorporate rotational livestock grazing and forage production as part of an overall vegetative management plan.
  - 4) **Agrivoltaics:** Solar sites that combine raising crops for food, fiber, or fuel, and generating electricity within the project area to maximize land use.
- g. **Lot Coverage.** Large-scale principal use solar energy systems shall not count toward the maximum lot coverage requirements for the district.
  - h. **Land Clearing.** Land clearing and disturbance shall be limited to what is minimally necessary for the installation and operation of the system and ensure adequate all-season access to the solar energy system. Topsoil disturbed during site preparation shall be retained on site.
  - i. **Access Drives.** New access drives serving the solar energy system shall be designed to minimize soil disturbance, stormwater runoff, and soil compaction. The use of geotextile fabric and gravel on the surface of topsoil for temporary construction roads is permitted, provided that the geotextile fabric and gravel are removed upon completion of construction.
  - j. **Wiring.** Power and communication lines serving the solar energy system shall be buried underground.
  - k. **Lighting.** Lighting shall be limited to inverter and substation locations only. Light fixtures shall comply with the requirements in Section 2.12.
  - l. **Glare.** Solar energy panels shall not produce any glare that is visible from the road or from adjacent or nearby residences.
  - m. **Sign.** A two (2) square foot sign shall be posted at the entrance(s) to the facility, which shall be kept up to date with the following information:
    - i. The owner's name and operator's name.
    - ii. Emergency contact numbers (more than one).
  - n. **Sound Requirements.** The audible sound from a large-scale principal use solar energy system including ancillary equipment shall not exceed 45 dBA  $L_{den}$  measured at the non-participating property line closest to the solar energy system. To minimize noise disturbance, inverters shall be as centrally located as possible on the site.
  - o. **Repowering.** In addition to repairing or replacing components to maintain the system, a large-scale principal use solar energy system may at any time be repowered by reconfiguring, renovating, or replacing the solar energy system to increase the power rating within the existing project footprint. However, a proposal to change the project footprint of an existing solar energy system shall require a new special land use permit and site plan review application, subject to the ordinance requirements in place at the time of the request. The expenses incurred for planning, engineering, legal, and other services resulting submittal of an application to modify or repower a solar energy system shall be reimbursed to the Township by the applicant in compliance with the Township's established escrow policy.
  - p. **Maintenance Plan.** At the time of site plan review, the applicant shall present a detailed plan for maintenance of the facility, including equipment, landscaping, and ground cover maintenance.
  - q. **Battery Containment and Disposal.** If used, solar storage batteries shall be placed in a secure container. When no longer needed, the batteries shall be disposed of in accordance with applicable laws and regulations.
  - r. **Review and Approval Requirements.** Large-scale principal use solar energy systems shall require site plan and special land use review and approval, pursuant to Sections 29.02 and 29.03, except that planned development approval shall be required in the GD, Green Zone Planned

Development District. Subsequently, building and electrical permits shall be obtained prior to installation. Additional permits from county or state agencies may be required, including but not limited to the Ingham County Road Department and the Ingham County Drain Commissioner.

s. **Large-Scale Principal Use Solar Energy Systems under Michigan Public Act 233 of 2023.**

On or after November 29, 2024, once Public Act 233 of 2023 is in effect, the following provisions apply to Large-Scale Principal Use Solar Energy Systems with a nameplate capacity of 50 megawatts or more. To the extent these provisions conflict with the provisions in subsections a through r, above (regulating Large-Scale Principal Use Solar Energy Systems), the provisions below control as to such Large-Scale Principal Use Solar Energy Systems. All provisions in subsections a through r, above, that do not conflict with this subsection remain in full force and effect. This subsection does not apply if Public Act 233 of 2023 is repealed, enjoined, or otherwise not in effect, and does not apply to Large-Scale Principal Use Solar Energy Systems with a nameplate capacity of less than 50 megawatts.

- i. **Setbacks.** Large-Scale Principal Use Solar Energy Systems shall comply with the following minimum setback requirements, with setback distances measured from the nearest edge of the perimeter fencing of the facility:

Setback Description	Minimum Setback Distance
Occupied community buildings and dwellings on nonparticipating properties	300 feet from the nearest point on the outer wall
Public road right-of-way	50 feet measured from the nearest edge of a public road right-of-way
Nonparticipating parcels	50 feet measured from the nearest shared property line

- ii. **Fencing.** Fencing for Large-Scale Principal Use Solar Energy Systems shall comply with the latest version of the National Electrical Code as of November 29, 2024, or as subsequently amended.
- iii. **Height.** Solar panel components shall not exceed a height of twenty-five (25) feet above ground when the arrays are at full tilt.
- iv. **Noise.** The Large-Scale Principal Use Solar Energy Systems shall not generate a maximum sound in excess of fifty-five (55) decibels as modeled at the nearest outer wall of the nearest dwelling located on an adjacent nonparticipating property. Decibel modeling shall use the A-weighted scale as designed by the American National Standards Institute.
- v. **Lighting.** The Large-Scale Principal Use Solar Energy System shall implement dark sky friendly lighting solutions.
- vi. **Environmental Regulations.** The Large-Scale Principal Use Solar Energy System shall comply with applicable state and federal environmental regulations.
- vii. **Host Community Agreement.** The applicant shall enter into a host community agreement with the Township. The host community agreement shall require that, upon commencement of any operation, the Large-Scale Principal Use Solar Energy System owner must pay the Township \$2,000.00 per megawatt of nameplate capacity. The payment shall be used as determined by the Township for police, fire, public safety, or other infrastructure, or for other projects as agreed to by the local unit and the applicant.

8. **Decommissioning Plan.**

A decommissioning plan shall be submitted at the time of site plan review for all small-scale and large-scale principal use solar energy systems. The decommissioning plan shall include the following elements:



- a. **Removal Process.** The anticipated manner in which the project will be decommissioned shall be outlined, including a description of the above-grade and below-grade improvements that will be removed, retained, or restored for viable reuse on the property consistent with the zoning.
  - b. **Projected Cost.** The projected decommissioning costs for removal of the solar energy system and soil stabilization shall be provided, ~~minus the salvage value~~ in current dollars. The amount of the surety bond posted with the State of Michigan for decommissioning of panels shall be subtracted for solar energy systems located on PA 116 lands.
  - c. **Type and Amount of Performance Guarantee.** The method of ensuring that funds will be available for decommissioning and soil stabilization shall be specified (e.g., surety bond from a bonding agency rated A+ or better, irrevocable letter of credit, cash). The amount of the performance guarantee shall be equal to 125% of the projected cost.
  - d. **Periodic Review.** A review of the amount of the performance guarantee shall be conducted every five (5) years for the life of the project. The review shall consider the rate of inflation, current salvage value, and current removal costs. The review shall be subject to approval by the Planning Commission.
  - e. **Amending the Decommissioning Plan.** Planning Commission approval shall be required to amend a previously approved decommissioning plan.
  - f. **Decommissioning Timeframe.** Decommissioning a solar energy system shall commence only when the soil is dry to prevent soil compaction and must be completed within twelve (12) months of abandonment. A solar energy system that has not produced electrical energy for twelve (12) consecutive months shall prompt an abandonment hearing.
9. **Site Plan Review Requirements.**  
Small-scale and large-scale principal use solar energy systems shall comply with applicable site plan review requirements in Section 29.02. In addition, the following documentation shall be submitted to demonstrate compliance with the regulations set forth herein:
- a. The site plan shall show the following, at minimum:
    - i. Locations and dimensions of all solar arrays, including setbacks and distances between arrays, total height, and height to the lowest edge above grade.
    - ii. Ancillary structures and electrical equipment, including power and communication wiring.
    - iii. Dwellings and other existing and proposed structures on the property and within 150 feet of the property lines.
    - iv. Temporary and permanent access drives, fencing locations and details, screening, and signs.
    - v. Lot lines of participating and non-participating lots.
  - b. Grading and land clearing plans, showing existing and proposed topography.
  - c. Plans showing proposed screening and ground cover.
  - d. A decommissioning plan, pursuant to subsection 8, herein.
  - e. Designation of prime farmland as defined in the U. S. Department of Agriculture, Natural Resources Conservation Service—Web Soil Survey.
  - f. Designation of lands enrolled in a Farmland Development Rights Agreement under Michigan Public Act 116 of 1974.

- g. Names, contact information, and qualifications of professionals who prepared analyses submitted with the application.
- h. Upon obtaining required permits and zoning approval, but prior to the commencement of any construction, the applicant shall provide a copy of a Power Purchase Agreement or other evidence of ability to connect to the electrical grid when the project is completed.
- i. **Fire Safety.** Plans shall be submitted to the Northeast Ingham Emergency Service Authority (NIESA) for review, along with a written emergency response plan detailing the procedures, training, and equipment required to respond to fire emergencies. If specialized training or equipment is required, it shall be provided at the expense of the applicant.
- j. **Environmental Analysis.** An environmental analysis prepared by a qualified professional shall be submitted, which shall identify and assess the potential impact of the project on the natural and cultural environment, including, but not limited to, wetlands, wildlife, and fragile ecosystems. The analysis shall identify all appropriate measures to mitigate adverse environmental impacts and indicate how those measures will be implemented.

The Analysis shall demonstrate compliance with applicable sections of the Federal Endangered Species Act and Michigan's endangered species protection laws, set forth in Part 365 of the Michigan Natural Resources and Environmental Protection Act. Consultation with the U. S. Fish and Wildlife Service and Michigan Department of Natural Resources to identify listed species is required.

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## REVISIONS TO ZONING DISTRICT REGULATIONS

Upon adoption of the above revisions to Section 8.02, subsection QQ, it is necessary to amend the regulations for each of the zoning districts to note the types of solar energy systems that are permitted.

We recommend that accessory roof-mounted and accessory ground-mounted solar energy systems be permitted in all zoning districts.

The above regulations make the distinction between small-scale (up to and including 2 MW) and large-scale (larger than 2 MW) principal use solar energy systems. On average, 1 MW of solar will provide enough electricity to power 190 homes.

A 2 MW system requires 10 to 20 acres. Thus, a small-scale principal use system could be accommodated in the AG-C, GD, and AG-SF districts, as well as on some RE, Rural Estates District and I-1, Light Industrial lots.

A large-scale principal use system could be accommodated only in the AG-C, Commercial Agriculture District, GD, Green Zone Planned Development District, and AG-SF, Agriculture Small Farms District. The Overlay District boundaries will dictate the exact locations where large-scale principal use systems may be permitted.

Based on the above comments, the following revisions are proposed:

## PROPOSED REVISIONS TO SECTION 11.02

*Revise Section 11.02(B) to permit accessory roof-mounted and ground-mounted solar energy systems in the R-1, One Family Residential District and R-1-S, Suburban Residential District, by adding a new item 8, which would read as follows:*

Accessory roof-mounted and accessory ground-mounted solar energy systems, subject to the provisions in Section 8.02, subsections QQ.3 and QQ.4.

*Delete Section 11.02, subsection C.13, which reads as follows:*

Roof and building mounted solar energy systems for individual use, subject to the requirements in Section 8.02, subsection QQ.4.

#### **PROPOSED REVISIONS TO SECTION 13.02**

*Revise Section 13.02, subsection (B) to permit accessory roof-mounted and ground-mounted solar energy systems in the RR, Rural Residential District by revising item 6 to read as follows:*

Accessory roof-mounted and accessory ground-mounted solar energy systems, subject to the provisions in Section 8.02, subsections QQ.3 and QQ.4.

*Delete Section 13.02, subsection C.7, which reads as follows:*

Community solar facilities, subject to the requirements in Section 8.02, subsection QQ.5.

#### **PROPOSED REVISIONS TO SECTION 14.02**

*Revise Section 14.02, subsection (B) to permit accessory roof-mounted and ground-mounted solar energy systems in the RE, Rural Estate District by revising item 7 to read as follows:*

Accessory roof-mounted and accessory ground-mounted solar energy systems, subject to the provisions in Section 8.02, subsections QQ.3 and QQ.4.

*Revise Section 14.02, subsection (C) to permit small-scale principal use solar energy systems in the RE, Rural Estate District by revising item 12 to read as follows:*

Small-scale principal use solar energy systems, subject to the requirements in Section 8.02, subsection QQ.6.

#### **PROPOSED REVISIONS TO SECTION 15.02**

*Revise Section 15.02, subsection (B) to permit accessory roof-mounted and ground-mounted solar energy systems in the AG-SF, Agricultural-Small Farms District by revising item 7 to read as follows:*

Accessory roof-mounted and accessory ground-mounted solar energy systems, subject to the provisions in Section 8.02, subsections QQ.3 and QQ.4.

*Revise Section 15.02, subsection (C) to permit small-scale and large-scale principal use solar energy systems in the AG-SF, Agricultural-Small Farms District by revising item 16 to read as follows:*

Small-scale and large-scale principal use solar energy systems, subject to the requirements in Section 8.02, subsections QQ.6 and QQ.7.

#### **PROPOSED REVISIONS TO SECTION 16.02**

*Revise Section 16.02 to permit accessory roof-mounted and ground-mounted solar energy systems in the MHP, Mobile Home District by revising item 5 to read as follows:*

Uses and structures accessory to the above, subject to the provisions in this Article, including: a) Roof and building-mounted solar energy systems for individual use, subject to the regulations in Section 8.02, subsection QQ.4, b) On-site wind energy systems, subject to the regulations in Section 8.02, subsection KK.3, c) Accessory roof-mounted and accessory ground-mounted solar energy systems, subject to the provisions in Section 8.02, subsections QQ.3 and QQ.4.

#### **PROPOSED REVISIONS TO SECTION 17.02**

*Revise Section 17.02, subsection (B) to permit accessory roof-mounted and ground-mounted solar energy systems in the RM-1, Multiple Family Residential District by revising item 8 to read as follows:*

Accessory roof-mounted and accessory ground-mounted solar energy systems, subject to the provisions in Section 8.02, subsections QQ.3 and QQ.4.

#### **PROPOSED REVISIONS TO SECTION 18.02**

*Revise Section 18.02, subsection (B) to permit accessory roof-mounted and ground-mounted solar energy systems in the AG-C, Commercial Agricultural District by revising item 1 to read as follows:*

Accessory roof-mounted and accessory ground-mounted solar energy systems, subject to the provisions in Section 8.02, subsections QQ.3 and QQ.4.

*Revise Section 18.02, subsection (C) to permit small-scale and large-scale principal use solar energy systems in the AG-C, Commercial Agricultural District by revising item 26 to read as follows:*

Small-scale and large-scale principal use solar energy systems, subject to the requirements in Section 8.02, subsections QQ.6 and QQ.7.

#### **PROPOSED REVISIONS TO SECTION 19.02**

*Revise Section 19.02, subsection (B) to permit accessory roof-mounted and ground-mounted solar energy systems in the OS-1, Office Service District by revising item 1 to read as follows:*

Accessory roof-mounted and accessory ground-mounted solar energy systems, subject to the provisions in Section 8.02, subsections QQ.3 and QQ.4.

#### **PROPOSED REVISIONS TO SECTION 20.02**

*Revise Section 20.02, subsection (B) to permit accessory roof-mounted and ground-mounted solar energy systems in the B-1, Limited Business District by revising item 1 to read as follows:*

Accessory roof-mounted and accessory ground-mounted solar energy systems, subject to the provisions in Section 8.02, subsections QQ.3 and QQ.4.

#### **PROPOSED REVISIONS TO SECTION 21.02**

*Revise Section 21.02, subsection (B) to permit accessory roof-mounted and ground-mounted solar energy systems in the B-2, Commercial Center District by revising item 1 to read as follows:*

Accessory roof-mounted and accessory ground-mounted solar energy systems, subject to the provisions in Section 8.02, subsections QQ.3 and QQ.4.

#### **PROPOSED REVISIONS TO SECTION 21.02**

*Revise Section 22.02, subsection (B) to permit accessory roof-mounted and ground-mounted solar energy systems in the I-1, Light Industrial District by revising item 1 to read as follows:*

Accessory roof-mounted and accessory ground-mounted solar energy systems, subject to the provisions in Section 8.02, subsections QQ.3 and QQ.4.

*Revise Section 22.02, subsection (C), to permit small-scale principal use solar energy systems in the I-1, Light Industrial District by revising item 32 to read as follows:*

Small-scale principal use solar energy systems, subject to the requirements in Section 8.02, subsection QQ.6.

**PROPOSED REVISIONS TO SECTION 24.04**

*Revise Section 24.04 to permit accessory roof-mounted and ground-mounted solar energy systems in the GD, Green Zone Planned Development District by revising item 12.g to read as follows:*

Accessory roof-mounted and accessory ground-mounted solar energy systems, subject to the provisions in Section 8.02, subsections QQ.3 and QQ.4.

*Revise Section 24.04 to permit small-scale and large-scale principal use solar energy systems in the GD, Green Zone Planned Development District by revising item 15 to read as follows:*

Small-scale and large-scale principal use solar energy systems, subject to the requirements in Section 8.02, subsections QQ.6 and QQ.7.

**PROPOSED REVISIONS TO SECTION 27.04**

*Revise Section 27.04, subsection (B) to permit accessory roof-mounted and ground-mounted solar energy systems in the MU, Mixed Use Overlay District by revising item 1 to read as follows:*

Accessory roof-mounted and accessory ground-mounted solar energy systems, subject to the provisions in Section 8.02, subsections QQ.3 and QQ.4.



# Zoning Revisions Regarding Energy Storage Facilities

WILLIAMSTOWN TOWNSHIP, INGHAM COUNTY, MICHIGAN

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DRAFT PREPARED ON JULY 27, 2024 BY

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# Proposed Revisions to the Williamstown Township Zoning Ordinance Regarding Energy Storage Facilities

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## PROPOSED REVISIONS TO SECTION 8.02

Amend Section 8.02 by adding subsection TT, which would read as follows:

### Section 8.02, subsection TT

#### **TT. Energy Storage Facilities**

1. Findings and Purpose.

Energy storage facilities improve the way that electricity is generated, delivered, and consumed. In particular, battery energy storage systems can perform the following key functions:

- Provide the flexibility needed to increase the level of variable solar and wind energy that can be accommodated on the grid.
- Provide back-up power during emergencies like blackouts from storms, equipment failures, or accidents.
- Lower costs by storing energy when the price of electricity is low and discharging that energy back onto the grid during peak demand.
- Balance power supply and demand instantaneously, which makes the grid more reliable, resilient, efficient, and cleaner.

The purpose of this subsection is to provide regulations that will permit the safe placement and use of energy storage facilities in Williamstown Township to support the electrical grid that serves the residents of the Township.

2. Definition.

The following term, when used in this subsection, shall have the meaning ascribed to it, except where the context clearly indicates a different meaning:

**Energy Storage Facility:** A system that absorbs, stores, and discharges electricity. Energy storage facility does not include either of the following:

- a. Fossil fuel storage.
- b. Power-to-gas storage that directly uses fossil fuel inputs.

3. Energy Storage Facility Regulations.

Energy storage facilities deployed as part of a solar or wind energy project or as part of a utility substation or transmission system shall be subject to the following regulations:

- a. **Compliance with NFPA 855.** Energy storage facilities shall comply with the most current version of NFPA 855 "Standard for the Installation of Stationary Energy Storage Systems."
- b. **Permitted Zoning Districts.** Energy storage facilities shall be permitted only in the following zoning districts: AG-C, Commercial Agricultural, AG-SF, Agricultural-Small Farms, and GD, Green Zone Planned Development District.
- c. **Permitted Height.** Energy storage systems shall not exceed fifteen (15) feet in height.
- d. **Required Setbacks.** No part of a energy storage facility shall be located closer than seventy-five (75) feet to a front, side, or rear lot line or road right-of-way line.



- e. **Fencing.** Notwithstanding the requirements in Section 6.02, if required by the National Electrical Code, energy storage facility shall be enclosed by a seven (7) foot high fence to restrict unauthorized access. Barbed wire is prohibited. Fencing is not subject to setback requirements, provided that screening requirements can be met.
- f. **Screening.** Evergreen landscaping shall be provided to screen energy storage facilities from the road and from adjacent residential land uses. Screening shall comply with the requirements in Section 5.02(E). Any required screening shall be planted outside of the perimeter fencing. Required screening shall be maintained on an ongoing basis pursuant to Section 5.05(F).
- g. **Visual Characteristics.** The exterior of energy storage facilities shall be finished in a non-reflective matte finish with a white or off-white color.
- h. **Wiring.** Power and communication lines serving the energy storage facility shall be buried underground.
- i. **Lighting.** Light fixtures shall comply with the requirements in Section 2.12.
- j. **Sign.** A two (2) square foot sign shall be posted at the entrance(s) to the facility, which shall be kept up to date with the following information:
  - i. The owner's name and operator's name.
  - ii. Emergency contact numbers (more than one).
  - iii. Warning of high voltage associated with the energy storage facility.
- k. **Sound Requirements.** The audible sound from an energy storage facility shall not exceed 45 dBA  $L_{den}$  measured at the closest property line.
- l. **Maintenance Plan.** At the time of site plan review, the applicant shall present a detailed plan for maintenance of the facility, including equipment, landscaping, and ground cover maintenance.
- m. **Fire Safety Plans and Training.** Plans shall be submitted to the Northeast Ingham Emergency Service Authority (NIESA) for review, along with a written emergency response plan detailing the procedures, training, and equipment required to respond to fire emergencies. If specialized training or equipment is required, it shall be provided at the expense of the applicant.
- n. **Decommissioning Plan.** A decommissioning plan shall be submitted at the time of site plan review. The decommissioning plan shall include the following elements:
  - i. **Removal Process.** The anticipated manner in which the project will be decommissioned shall be outlined, including a description of the above-grade and below-grade improvements that will be removed, retained, or restored for viable reuse on the property consistent with the zoning.
  - ii. **Projected Cost.** The projected decommissioning costs for removal of the energy storage facility and soil stabilization shall be provided, in current dollars.
  - iii. **Type and Amount of Performance Guarantee.** The method of ensuring that funds will be available for decommissioning and soil stabilization shall be specified (e.g., surety bond from a bonding agency rated A+ or better, irrevocable letter of credit, cash). The amount of the performance guarantee shall be equal to 125% of the projected cost.
  - iv. **Periodic Review.** A review of the amount of the performance guarantee shall be conducted every five (5) years for the life of the project. The review shall consider the rate of inflation and current removal costs. The review shall be subject to approval by the Planning Commission.

- v. **Amending the Decommissioning Plan.** Planning Commission approval shall be required to amend a previously approved decommissioning plan.
- vi. **Decommissioning Timeframe.** Decommissioning of an energy storage facility shall be completed within twelve (12) months of abandonment. An energy storage facility that has not been in use for twelve (12) consecutive months shall prompt an abandonment hearing.

o. **Energy Storage Facilities under Michigan Public Act 233 of 2023.** On or after November 29, 2024, once Public Act 233 of 2023 is in effect, the following provisions apply to Energy Storage Facilities with a nameplate capacity of 50 megawatts or more and an energy discharge capability of 200 megawatt hours or more. To the extent these provisions conflict with the provisions in subsections a through n, above (regulating Energy Storage Facilities), the provisions below control as to such Energy Storage Facilities. All provisions in subsections a through n, above, that do not conflict with this subsection remain in full force and effect. This subsection does not apply if Public Act 233 of 2023 is repealed, enjoined, or otherwise not in effect, and does not apply to Energy Storage Facilities with a nameplate capacity of less than 50 megawatts and an energy discharge capability of less than 200 megawatt hours.

- i. **Setbacks.** Energy Storage Facilities shall comply with the following minimum setback requirements, with setback distances measured from the nearest edge of the perimeter fencing of the facility:

Setback Description	Minimum Setback Distance
Occupied community buildings and dwellings on nonparticipating properties	300 feet from the nearest point on the outer wall
Public road right-of-way	50 feet measured from the nearest edge of a public road right-of-way
Nonparticipating parcels	50 feet measured from the nearest shared property line

- ii. **NFPA 855.** The Energy Storage Facility shall comply with the version of NFPA 855 "Standard for Installation of Stationary Energy Storage Systems" in effect on the effective date of the amendatory Public Act that added this section, or any applicable successor standard adopted by the Michigan Public Service Commission as reasonable and consistent with the purposes of this subdivision.
- iii. **Noise.** The Energy Storage Facility shall not generate a maximum sound in excess of fifty-five (55) average hourly decibels as modeled at the nearest outer wall of the nearest dwelling located on an adjacent nonparticipating property. Decibel modeling shall use the A-weighted scale as designed by the American National Standards Institute.
- iv. **Lighting.** The Energy Storage Facility shall implement dark sky friendly lighting solutions.
- v. **Host Community Agreement.** The applicant shall enter into a host community agreement with the Township. The host community agreement shall require that, upon commencement of any operation, the Energy Storage Facility owner must pay the Township \$2,000.00 per megawatt of nameplate capacity. The payment shall be used as determined by the Township for police, fire, public safety, or other infrastructure, or for other projects as agreed to by the local unit and the applicant.

4. **Review and Approval Requirements.** An energy storage facility that is deployed as part of a solar or wind energy project or as part of a utility substation or transmission system shall be considered accessory to the solar or wind energy project, utility substation, or transmission system of which it is a part. Consequently, the review and approval of the energy storage facility shall occur simultaneously with the site plan and special land use review processes required for the principal solar or wind energy project, utility substation, or transmission system project.

In the event that an energy storage facility is proposed independent of a principal solar or wind energy project, utility substation, or transmission system project, then site plan and special land use review shall be required, pursuant to Section 29.02 and 29.03. Additional permits from county or state agencies may be required, including but not limited to the Ingham County Road Department and the Ingham County Drain Commissioner.

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## **REVISIONS TO ZONING DISTRICT REGULATIONS**

Upon adoption of the above revisions to Section 8.02, subsection TT, it will be necessary to amend the regulations for each of the zoning districts in which energy storage facilities are to be permitted, as follows:

### **PROPOSED REVISIONS TO SECTION 15.02**

*Revise Section 15.02(C) to permit energy storage facilities as a special land use in the AG-SF, Agricultural-Small Farms District, by adding a new item 18. The new item 18 would read as follows:*

Energy storage facilities, subject to the requirements in Section 8.02, subsection TT.

### **PROPOSED REVISIONS TO SECTION 18.02**

*Revise Section 18.02(C) to permit energy storage facilities as a special land use in the AG-C, Commercial Agricultural District, by adding a new item 29. The new item 29 would read as follows:*

Energy storage facilities, subject to the requirements in Section 8.02, subsection TT.

### **PROPOSED REVISIONS TO SECTION 24.04**

*Revise Section 24.04 to permit energy storage facilities in the GD, Green Zone Planned Development District, by adding a new item 17. The new item 17 would read as follows:*

Energy storage facilities, subject to the requirements in Section 8.02, subsection TT.



September 30, 2024

Township Board  
Williamstown Township  
4990 N. Zimmer Rd.  
Williamston, MI 48895

**Subject: Zoning Regulations Concerning Energy Facilities**

Dear Township Board Members:

For over two years the Planning Commission has been working on revisions to the Zoning Ordinance to accommodate the following energy facilities within the Township:

- **Wind Energy Systems**, involving revisions to Section 8.02, subsection KK.
- **Solar Energy Systems**, involving revisions to Section 8.02, subsection QQ.
- **Energy Storage Facilities**, involving the creation of a new subsection TT in Section 8.02.

The Planning Commission's review has been very thorough and has included examination of ordinances that other communities have adopted, review of sample ordinances drafted by Michigan State University Extension and the University of Michigan Graham Sustainability Institute, and detailed scrutiny of the recently adopted Public Act 233 of 2023, which deals specifically with the above three types of energy facilities.

Public input on the draft regulations was solicited during the course of review, and the Planning Commission held two formal public hearings along the way. In addition, the regulations were reviewed by Sarah Mills and Madeliene Krol from the Graham Sustainability Institute. Their comments were very useful, resulting in revisions to the regulations.

**SUMMARY OF PROPOSED REGULATIONS**

Following is a brief summary of the proposed regulations:

**Wind Energy Systems.** The proposed revisions address both small on-site and large utility-scale wind energy systems. Utility-scale wind energy systems would be permitted in the AG-C, Commercial Agricultural District and the GD, Green Zone Planned Development District only, subject to height, setback, sound, vibration, shadow flicker, environmental, and other restrictions.

**Solar Energy Systems.** The proposed revisions address both accessory roof and ground-mounted solar energy systems (solar energy systems on a residential property, for example), and small-scale and large-scale principal use solar energy systems. Large-scale solar energy systems would be permitted within a proposed overlay district, subject to height, setback, fencing, screening, ground cover, glare, and other restrictions.

**Energy Storage Facilities.** Section 8.02, subsection TT, would permit energy storage facilities that absorb, store, and discharge electricity. Such industrial-scale facilities would be subject to National Fire Protection guidelines, as well as restrictions governing height, setbacks, fencing, screening, lighting, signage, fire safety,

**HEADQUARTERS**

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noise, and other restrictions. Energy storage facilities would be permitted in the following districts: AG-C, Commercial Agricultural, AG-SF, Agricultural-Small Farms, and GD, Green Zone Planned Development.

### **ACT 233 PROVISION**

Although Act 233 of 2023 was enacted on November 29, 2023, it does not take effect until November 29 of this year. Many people want Act 233 to be repealed because it can take the authority to regulate utility-scale energy facilities away from local units of government and give it to the Michigan Public Service Commission. These people are also concerned because the standards that the MPSC would be required to enforce are weaker than the standards most communities have adopted. The people who are opposed to Act 233 are attempting to collect enough signatures to place a referendum on a future statewide ballot to overturn the Act.

In light of the uncertainty related to Act 233, we have added a provision in each set of regulations that accomplishes the following:

- If Act 233 does not take effect, or if it is repealed, then the Williamstown Township regulations would be fully enforceable.
- If Act 233 does take effect on November 29, 2024, then the regulations specified in Act 233 would take effect for wind energy facilities with a nameplate capacity of 100 megawatts or more, for solar energy facilities with a nameplate capacity of 50 megawatts or more, and for energy storage facilities with a nameplate capacity of 50 megawatts or more and an energy discharge capability of 200 megawatt hours or more. However, the Williamstown Township regulations that do not conflict with Act 233 would remain in full force and effect.
- If Act 233 does take effect on November 29, 2024, then the Williamstown Township regulations would still remain in effect for all wind energy facilities with a nameplate capacity of less than 100 megawatts, for solar energy facilities with a nameplate capacity of less than 50 megawatts, and for energy storage facilities with a nameplate capacity of less than 50 megawatts and an energy discharge capability of less than 200 megawatt hours.

This special Act 233 provision can be found in the following locations:

- **Wind Energy Systems:** Section 8.02(KK)(4)(x) on page 9.
- **Solar Energy Systems:** Section 8.02(QQ)(7)(s) on page 9.
- **Energy Storage Facilities:** Section 8.02(TT)(3)(o) on page 4.

### **PLANNING COMMISSION RECOMMENDATION**

Following the public hearing on September 25, 2024, a motion was made and seconded to recommend approval of the energy facility regulations attached to this letter to the Township Board. The motion was approved unanimously.



If you have any questions regarding these regulations, please feel free to contact me. Thank you.

Sincerely,

**McKENNA**

Christopher J. Doozan, AICP  
Community Planning Consultant

c: Wanda Bloomquist, Township Supervisor  
Sean Haskin