

CHECK DISBURSEMENT REPORT FOR WILLIAMSTOWN TOWNSHIP
CHECK NUMBER 32883 - 32889

Check Date	Bank Account	Check #	Payee	Description	GL Number	Amount
09/08/2026	GEN I	32883	USPS POSTMASTER	REPLENISH STAMPS	101-191-851.000	130.00
				REPLENISH STAMPS	101-209-851.000	82.00
				REPLENISH STAMPS	101-294-851.000	410.00
						<u>622.00</u>
09/09/2026	GEN I	32884	AFLAC	EMPLOYEE BENEFITS	101-000-231.003	874.59
09/09/2026	GEN I	32885	CLARK SCHAEFER HACKETT	AUDIT FEES	101-101-808.000	3,333.33
				AUDIT FEES	209-567-808.000	3,333.33
						<u>6,666.66</u>
09/09/2026	GEN I	32886	DTE ENERGY	ELECTRICITY FOR STREETLIGHTS	101-441-925.000	481.21
09/09/2026	GEN I	32887	TRUE VALUE HARDWARE	REPAIR AND MAINTENANCE SUPPLIES	101-751-881.000	26.24
				REPAIR AND MAINTENANCE SUPPLIES	209-567-930.000	42.18
				REPAIR AND MAINTENANCE SUPPLIES	101-191-752.000	26.37
				REPAIR AND MAINTENANCE SUPPLIES	101-101-752.000	3.49
						<u>98.28</u>
09/09/2026	GEN I	32888	WILLIAMSTOWN TOWNSHIP	WARRANT TO CORRECT LIQUOR LICENSE DEPOSIT FRO	101-000-001.200	825.00
09/09/2026	GEN I	32889	JEFF FREBURG	WARRANT REFUND OF \$400 FOR CEMETERY PLOT OVER	209-000-642.000	400.00
Report Total:						<u>9,967.74</u>

CHECK DISBURSEMENT REPORT FOR WILLIAMSTOWN TOWNSHIP
CHECK NUMBER 1163 - 1163

Check Date	Bank Account	Check #	Payee	Description	GL Number	Amount
Bank: POLIC POLICE SERVICES						
09/09/2026	POLIC	1163	CLARK SCHAEFER HACKETT	AUDIT FEES	207-301-808.000	3,333.34
Total For Bank: POLIC						3,333.34
Report Total:						3,333.34

**WILLIAMSTOWN TOWNSHIP
PLANNING COMMISSION MEETING MINUTES**

August 26, 2026

CALL TO ORDER

The Williamstown Township Planning Commission convened at 6:30 pm at the Township Hall, 4990 Zimmer Road, Williamston, MI. Chair Eidt called the meeting to order.

Chair Eidt led the group in the Pledge of Allegiance.

PRESENT: Chair Eidt, Commissioners Cutshaw, Mark, Flore, Porter, Weston, Tocarchick, Thorp and Trustee Creagh.

ABSENT: None

Quorum established.

ALSO PRESENT: Planning Consultant Chris Doozan of McKenna and Sheryl Monette, Planning Assistant.

APPROVAL OF AGENDA

Motion by Creagh second by Mark to approve the agenda.

Motion approved 9-0.

APPROVAL OF MINUTES

Commissioner Tocarchick suggested some grammar corrections.

Motion by Cutshaw, second by Porter to approve the Meeting Minutes for 7/22/2026 as amended.

Motion approved 9-0.

PUBLIC COMMENT

Opened at 6:32 pm

None

Closed at 6:32 pm

SPECIAL TOPIC

Parliamentary Procedures- Tabling Versus Postponing

Chris Doozan, Planning Consultant, reviewed his July 20th, 2026, letter to the Planning Commission

regarding Parliamentary Procedures. Reviewed Tabling versus Postponing

UNFINISHED BUSINESS

Data Center Regulations

Motion by Tocarchick, second by Weston, to move the Data Center Ordinance from the table and place on the agenda.

Motion approved 9- 0.

Chris Doozan, Planning Consultant, reviewed his August 3rd letter to the Planning Commission regarding Updated Zoning Revisions Regarding Data Centers and reviewed the new revisions to Data Center Ordinance.

Chris Doozan, Planning Consultant, reviewed his August 5th, 2026, letter to the Planning Commission regarding Letter from Jon Harpst regarding Data Center Zoning.

Discussion ensued. Trustee Creagh spoke about the MTA sample Ordinance. Commissioner Mark and Weston along with Planning Assistant, Sheryl Monette attended the Webinar put on by MTA on Data Centers and spoke about information presented. It was mentioned that the City of Williamston has recently passed a Data Center Ordinance. Planning Assistant was asked to obtain copy of the City of Williamston Ordinance and send it to the Planning Commission with the MTA sample ordinance with next month's meeting packet. Chris Doozn, Planning Consultant will review each and compare to the Draft Data Center Regulations.

Motion by Creagh, second by Weston, to postpone action on the Data Center regulations until a review and comparison of the MTA Ordinance is complete.

Motion approved 9- 0.

ZONING ORDINANCE REVIEW PHASE 5

Mark-up of Article 8.00, Site Development Standards Applicable to Specific Uses

Motion by Weston, second by Mark, to move Article 8.00, Site Development Standards Applicable to Specific Uses from the table for discussion and action.

Motion approved 9- 0.

Chris Doozan, Planning Consultant, reviewed his July 28th, 2026, letter to the Planning Commission regarding revision to Article 8 after correcting the subject line. Article 8.00 was reviewed and edits were made. Discussion ensued about Accessory Dwelling Units (ADU). Some of the Planning Commission members felt that ADU's were intended to allow residents to age in place or to allow family members to reside in ADU and not to be utilized as rental units. Others were in favor of the ordinance stating that it addressed affordable housing needs.

Motion by Tocarchick, second by Porter to keep the language as is Article 8.00 regarding ADU's and allowing them to be used as rental units.

Roll Call Vote:

Ayes: Commissioner Tocarchick, Commissioner Weston, and Commissioner Porter.

Nays: Commissioner Chair Eidt, Commissioner Mark, Commissioner Flore, Commissioner Thorp, Commissioner Cutshaw, and Trustee Creagh.

Motion failed 3-6.

Motion by Mark, second by Cutshaw to change the language in Article 8.00 to "that is occupied by either persons that are a family member, caregiver or gratuitous guest."

Roll Call Vote:

Ayes: Commissioner Chair Eidt, Commissioner Mark, Commissioner Flore, Commissioner Thorp, Commissioner Cutshaw, and Trustee Creagh.

Nays: Commissioner Tocarchick, Commissioner Weston, and Commissioner Porter.

Motion approved 6- 3.

Motion by Mark, second by Cutshaw, to send Article 8.00 as amended to the Township Board for their initial review.

Motion approved 9-0.

ZONING ORDINANCE REVIEW PHASE 6

Mark-up of Article 9.00, Performance Standards

Chris Doozan, Planning Consultant, reviewed the draft of Article 9.00, Performance Standards. Discussion ensued.

Mark-up of Article 10.00, Establishment of Zoning Districts

Chris Doozan, Planning Consultant, reviewed the draft of Article 10.00, Establishments of Zoning

Districts.

Motion by Tocarchick, second by Mark, to send Article 9.00 and 10.00 to the Township Board for their initial review.

Motion approved 9-0.

NEW BUSINESS

ZONING ORDINANCE REVIEW PHASE 7

Review Recommendation for a new approach for Articles 11.00 through 22.

Chris Doozan, Planning Consultant, reviewed his August 3rd letter to the Planning Commission regarding a new approach for Article 11.00 through 22.00. Discussion ensued. Mr. Doozan will begin work on the creation of the table with the review of Articles 11.00 through 22.

PLANNING AND BOARD REPORTS AND REVIEW

Township Board. Trustee Creagh stated at the last Township Board meeting the Board approved a Resolution opposing ITC high-voltage powerlines in the Township, approved the Deer Management Program, discussed the Harvest Festival and approved the zoning revision of Article 8.02- Keeping of Farm Animals. Chris Doozan, Planning Consultant, attended the Board Meeting to review the Ordinance Review process. Request for a report from the Code Enforcement Officer was made by Trustee Creagh for the Planning Commission. Trustee Creagh as the Planning Assistant, Sheryl Monette to follow up with the Township Supervisor with obtaining the report for future meetings.

Planning Commission Chair. Chair Eidt brought forth concerns from the Township Supervisor. Included in the meeting packet is the amended Planning Commission Meeting Schedule along with the Notice of Distribution from Bath Charter Township for their comprehensive plan.

Discussion ensued about reviewing Bath Charter Township Comprehensive Plan.

Motion by Mark, second by Porter to have Commissioner Tocarchick review Bath Charter Township Comprehensive Plan report findings at the next Planning Commission meeting.

Motion approved 8 - 0.

*Commissioner Tocarchick abstained

Planning Commissioners:

Commissioners Mark- Stated he suggested a subcommittee of the Township Board and the Planning Commission be formed to review the ordinances.

Commissioners Thorp- Gave a recap of a meeting that was organized by some Township Residents and held at the Township Hall on Monday, August 24th.

Planning Staff. Sheryl Monette, Planning Assistant. Stated as a reminder that MTA has webinars and training courses that the Planning Commissioners may take. There has been a FOIA request. An email is needed from the Planning Commission Members to either Kim VanErp or Planning Assistant reporting any communication they had regarding the Bappert rezoning application outside of the meeting.

CORRESPONDENCE: Notice of Distribution from Bath Charter Township

PUBLIC COMMENT

Opened at 8:30 pm

None

Closed at 8:30 pm

REVIEW

Chair Eidt reviewed the Planning Commission's actions from the meeting:

- Approved the meeting minutes 7/22/2026
- Had a Special Topic- Tabling versus Postponing.
- Postponed action on the Data Center Ordinance until next month so a comparison can be made with MTA ordinance.
- Discussed ADU's
- Reviewed and amended Article 8.00 and approved that it be sent to the Township Board for their initial review.
- Reviewed Article 9.00 and 10.00 and approved that those be sent to the Township Board for their initial review.
- Discussed a new approach to Article 11.00 through 22.
- Discussed having a Joint Subcommittee of the Township Board and Planning Commission to review the ordinance and will make that recommendation to the Township Board.

ADJOURNMENT

Motion by Weston, second by Mark to adjourn the meeting.

Motion approved 9-0

Meeting adjourned at 8:34 PM

Sheryl Monette
Recording Secretary

Donna Tocarchick
Planning Commission Secretary

Adopted March 14, 2018

Amended February 10, 2021

**Williamstown
Township
Neighborhood Road Policy**

Document Definitions and Acronyms

Neighborhood:	A neighborhood includes all phases within a platted subdivision, all phases within a condominium development or a generally recognized area that is considered to be a cohesive community. These roads are not eligible for Federal, State or County funding. The final page of this policy indicates recognized neighborhoods.
Neighborhood Street/Road:	The public streets/roads within the Neighborhood, as defined above. Examples of this type of road would include Rodeo Trail, Sandstone, <u>and</u> White Pine.
Benefiting Property Owner:	The legal owners of the property as shown on the current property tax record card. If there is more than one owner name listed, all listed property owners must sign any Letter of Intent or petition. "Owner" means a person, sole proprietorship, partnership, association, firm, corporation, or other legal entity, possessed of the most recent fee title or a land contract vendee's interest in the land as shown by the records of the Ingham County Register of Deeds.
SAD:	Special Assessment District pursuant to Public Act 188 of 1954.
Road Improvement Area:	The area in which road improvements will be undertaken. The same as the SAD area.
ICRD:	Ingham County Road Department
LOI:	Letter of Interest

Williamstown Township Neighborhood Road Policy

I. PURPOSE

Across Michigan there is a recognized lack of public funding available for the repair, replacement or improvement of local roads. Specifically, relevant to this policy are those public roads located in subdivisions, site condominium developments or other ~~neighborhoods~~ Neighborhoods which are under the legal jurisdiction of the Ingham County Road Department (ICRD). As a result of inadequate funding at the State and County level, the cost associated with improving Neighborhood Roads falls to the individual property owners who benefit from the improvements to Neighborhood Roads. The limited amount of betterment funds available through Ingham County are dedicated to be used by the Township to improve priority and minor local roads, which are used by the larger population within the community.

The lack of funding is certainly undesirable. However, the fact remains that Neighborhood Roads will continue to deteriorate, and the Township funds will not be enough to cover the expense of maintaining the 16.5 miles of Neighborhood Roads along with the 27 miles of Priority and minor Local Roads. This policy is intended to give property owners an option for improving their own Neighborhood Roads.

Specifically, this policy establishes the process by which Williamstown Township will facilitate the creation of Special Assessment Districts (SAD) pursuant to Public Act 188 of 1954, as amended, to fund the improvement of Neighborhood Roads, when requested by Benefitting Property Owners of properties with more than 50% of the road front footage within the Road Improvement Area.

This policy formalizes the opportunity for property owners to improve their roads and spread the cost of doing so over a maximum of ten (10) years or the useful life of the project, whichever is less. When funds are provided by the ICRD, the State of Michigan, or the Federal Government for the purpose of funding improvement of Neighborhood roads, such funds shall be distributed equally between Neighborhoods which have an approved SAD. If no such funding is provided by the ICRD, the State of Michigan, or the Federal Government, or if the Township deems the funding inadequate, The-the Township may provide assistance of up to \$800.00 per buildable or built out lot within the SAD to assist the residents with the project. No Township assistance will be available more than once every 10 years to a SAD district for resurfacing or conversion to a gravel road.

The Township will typically need to issue bonds to pay the costs associated with the improvement. The Township will coordinate with the ~~Ingham County Road Department (ICRD)~~ to determine the necessary work to be contracted out or completed by the ICRD. This process has been discussed with the ICRD and developed with agreement of their staff. It is necessary to recognize that this policy is dependent on the cooperative effort by the ICRD, that resurfacing is not mandated by the Township, and this cooperative arrangement could be revoked by the ICRD at any time, which could result in the termination of this program.

II. SCOPE

This policy applies to the improvement of all public Neighborhood Roads under the jurisdiction of the Ingham County Road Department, which are typically located in subdivisions, site condominium developments or other similar Neighborhoods.

III. POLICY

Timeline and Required Steps to be completed:

1. Letter of Interest (LOI)

A Neighborhood interested in improving their roads shall submit to the Township a Letter of Interest (LOI) requesting the establishment of a Road Improvement Area.

The LOI shall contain the names, addresses, and signatures of at least ~~40~~50% of the total Benefitting Property Owners and shall be on the form provided herein as Exhibit 1.

Prior to obtaining signatures on the LOI, interested property owner(s) shall contact the Township to obtain a map of the Neighborhood which will constitute the Road Improvement Area. Each parcel within the Road Improvement Area designated on the map may be equally assessed for the Road Improvement unless the Township determines that this creates disproportionate or unreasonable results. Subdivision Open Space that is currently not assessed will not be assigned an assessment for the Road Improvement. The following criteria will be used by the Township in determining the road improvement area:

- i. The parcels within a Neighborhood accessing the ~~neighborhood~~ Neighborhood road(s) will be included in the Road Improvement Area. This will include all phases of a development and/or the logical inclusion of an area as a generally recognized Neighborhood.

- ii. Individual roads, subdivision phases or similar shall not be addressed independently within a Neighborhood. All public roads within the Neighborhood will be addressed as part of a Road Improvement Area unless the Ingham County Road Department or the Township has determined that certain Roads within the Neighborhood do not need to be addressed in the near future.

After submitting the Letter of Interest (LOI), the Township shall verify whether the LOI is valid and contains the signatures of at least ~~40~~50% of the Benefiting Property Owners. All Neighborhoods that have submitted a valid LOI will advance to the next step in this process.

2. Initial Cost Estimates

After receipt of a valid LOI, the Township will request that the Ingham County Road Department (ICRD) develop cost estimates for the road improvement project. The initial estimates will be based on current or expected pricing and estimated material cost. Initial estimates will include a contingency that is anticipated to be sufficient to cover any unexpected costs that may arise during construction. It is difficult to anticipate every conceivable condition that could be encountered during a road construction project. However, every attempt will be made to identify issues during this step.

The ICRD will present one (1) or two (2) cost estimates based on the type of construction/improvement necessary and will give a description of recommended work for both. Estimated costs will be based on the most recently available similar unit costs. Expected life for the road(s) to return to current condition will be based on available experience with similar roads and projects. Typically, the two estimates will be based on projects to provide a 7-10 year life or a 15-20 year life.

3. Neighborhood Information Meeting

The Township and ICRD shall hold one information meeting for Benefiting Property Owners of the proposed Road Improvement Area, as follows:

- i. The meeting will be held at the Township Hall on a date and time selected

by the Township.

- ii. Notice of the meeting will be mailed at least fourteen (14) days in advance to each property owner within the proposed Road Improvement Area.
- iii. A handout will be generated and disseminated to those in attendance regarding information on the project and the estimated costs.
- iv. After the meeting, a copy of the handout will be mailed to each property owner within the proposed Road Improvement Area.

4. Petition Circulation & Submission Requirements

After the public information meeting, property owners within the proposed Road Improvement Area may circulate petitions to establish an ~~Special Assessment District (SAD)~~ for road improvement. The Township Board's intent regarding this process is stated:

The improvement of Neighborhood Roads using this Neighborhood Local Road Improvement Process policy shall be considered a grassroots effort undertaken by the property owners of the proposed Road Improvement Area. The Board is providing this policy and support for the convenience of those property owners so that they have an opportunity to cause roads within their Neighborhood to be improved. The Board is offering this as a service to owners, at the owner's option, and is not imposing road improvement on any Neighborhood. However, if a valid petition for road improvements is received by the Board, the project ~~will~~may go forward

- i. All petitions to establish a Special Assessment District must be submitted to the Township no later than 60 days of receiving the petitions from the Township. To be valid, a petition(s) must contain the signatures of Benefiting Property Owners who own property with more than 50% of the road front footage within the proposed Road Improvement Area. Petition signatures and form will be validated by the Township. The Township Board may extend this deadline.
- ii. There is no opportunity provided by Public Act 188 of 1954 to remove one's name from a valid ~~Special Assessment District (SAD)~~ petition once an individual has signed it. It is the property owner's responsibility to

know and understand this prior to signing a petition described by this policy

5. ~~Need And Necessity~~First Public Hearing and Need and Necessity

Once the petitions are validated by the Township, the Township Board will hold the required public hearing regarding "need and necessity" and to hear any objections to the petition, the proposed project, and to the proposed SAD pursuant to Public Act 188 of 1954. The Board may, following the hearing find that the project is necessary and needed and the Road Improvement Area project will move forward and pass a resolution to approve the completion of the proposed improvements, the plans and estimated cost of the project, and the sufficiency of the petition under Public Act 188 of 1954.

6. Final Project Design and Bidding

The Ingham County Road Department (ICRD) or an engineering firm designated by the Township Board will work to finalize the road improvement design and plans.

7. Construction Phase

It is ICRD and Board policy to make bidding documents available to pre-qualified construction contractors who have been previously vetted by the ICRD and the most responsive bidder will be selected by the ICRD, or the Board in conjunction with the engineer hired to prepare the construction plans, to perform the road improvement work.

If the lowest qualified and responsive bid for construction phase comes **in** 10% higher than the initial construction estimate for the chosen project type, the Township will issue notices to all properties on the assessment roll and hold another public hearing to ascertain input on whether the contract should be awarded and the project move to construction.

8. Second Public Hearing and Establishment of Special Assessment District (SAD) Roll

At or following a second public hearing, ~~The the~~ Township Board will ~~adopt a resolution scheduling the required public hearing regarding the establishment of the~~

~~SAD roll~~ vote to approve the assessment roll as presented or as amended, pursuant to Public Act 188 of 1954.

The SAD roll shall pass all costs associated with design, engineering, construction and bonding onto the Benefitting Property Owners. The ~~Roll roll~~ shall be adjusted as needed to reflect the actual costs after project completion.

In the event that an SAD has been established, and the SAD roll remains outstanding at the time Township voters approve a Township Road millage, the Township Board has discretion to amend the SAD roll to reduce the total assessed amount and the amounts of future installment payments as permitted by public Act 188 of 1954. When considering whether to amend an SAD roll, the Township Board will evaluate the related ~~neighborhood~~ Neighborhood road improvement project to determine the extent to which project costs are eligible to be paid for from the Township road millage.

IV. Time Schedule

Steps in creation of SAD	Activity
1	Prior to obtaining signatures on the Letter Of of Interest (LOI), interested property owner(s) shall contact the Township to obtain a map of the Neighborhood which will constitute the Road Improvement Area.
2	A Neighborhood interested in improving their roads shall submit to the Township a Letter of Interest (LOI) requesting the establishment of a Road Improvement Area.
3	The township <u>Township</u> will validate <u>review</u> the signatures on the Letter of Interest. If LOI is valid, township will request cost estimates from Ingham County Road Department or engineering firm chosen by the Township.
4	Ingham County Road Department (ICRD) and/or engineering firm will provide cost estimates.
5	The Township and ICRD shall hold one information meeting for Benefitting Property Owners of the proposed Road Improvement Area.

6	Petitions must be submitted to the Township no later than 60 days of receipt from the Township. To be valid, a petition(s) must contain the signatures of Benefiting Property Owners owning more than 50% of the road front footage within the proposed Road Improvement Area. Petition signatures and form will be validated by the Township.
7	Township will validate <u>review</u> the signatures on the petitions.
8	The Township Board will hold the required public hearing regarding "need and necessity" <u>and to hear objections to the petition, the proposed project, and to the proposed SAD</u> pursuant to Public Act 188 of 1954.
9	Ingham County Road Department will usually finalize the road improvement design and plans to be included in the bidding process of County projects.
10	<u>At or following the second public hearing, The-the</u> Township Board will adopt a resolution scheduling the required public hearing regarding the establishment of the SAD roll, <u>vote to approve the assessment roll as presented or amended</u> pursuant to Public Act 188 of 1954.

Neighborhood	Road	Neighborhood	Road
1 Baan-Gan-Aka	Daggertail Ln. Swallowtail Ln . Monarch Ln. Skipper Ln.	17 Pebblebrook	Agate Way Cinnabar Dr. Feldspar Dr. Granite Rd. Jadestone Dr. Newman Rd. Petoskey Dr. Quarton Rd. Rocky Hill Dr. Ruby Way Sandstone Dr . Topez Dr.
2 Brookshire Estates	Brookshire Ct.	18 Pine Knoll	Courtside Dr. Glencoe Dr. Selwood Ct. Southbury Ln.
3 Cherry Ridge	Sand Cherry Ln. Wild Cherry Dr.	19 Quinlan	James Ave Lay Manning
4 Cedar Vale Estates	Blossey Dr. Cedarvale Dr . Thatcher Dr.	20 Red Cedar Manor	Oliver Dr. Congdon Dr. Wilfors Dr.
5 Cherry Valle	Cherry Valle Ln. Fruitbelt Ln.	21 Rodeo	Rodeo Tr.
6 Damon	Damon Rd.	22 Steeplechase	Briddlewood Trotters Ln
7 Pheasant Run	Deer Trail	23 Smith Estates	Sunrise Dr.
8 Ebright	Ebright	24 Williamstown Estates	Cygnets Ct Goldfinch Ln Osprey Ave Warbler Way
9 Golf View	Golfview Dr.	25 Windybrook	Joann Ln Ferrins Way
10 Harvey	Harvey Rd.	26 Woodview	Forest Oak Tr. Park Wood Dr. White Pine Dr.
11 Hiddenview	Charlsfield Ln. Hiddenview Ln. Knollridge Ln. Woodcove Ln. Woodpass Ln.		
12 Larkin Acres	Countryside Gladie Ln. Evening Star Twin Ponds Ln.		
13 Maple Shade	Maple Shade Dr. Red Maple Dr.		
14 Meadowdale	Meadowdale Dr .		
15 Oakleaf	Burr Oak Ct. Corkwood Tr. Live Oak Tr. Oak Bark Tr. Redbud Tr.		
16 Orchard Park	Blossom Dr.		

Adopted March 14, 2018

Amended February 10, 2021

**Williamstown
Township
Neighborhood Road Policy**

Document Definitions and Acronyms

Neighborhood:	A neighborhood includes all phases within a platted subdivision, all phases within a condominium development or a generally recognized area that is considered to be a cohesive community. These roads are not eligible for Federal, State or County funding. The final page of this policy indicates recognized neighborhoods.
Neighborhood Road:	The public streets/roads within the Neighborhood, as defined above. Examples of this type of road would include Rodeo Trail, Sandstone, and White Pine.
Benefiting Property Owner:	The legal owners of the property as shown on the current property tax record card. If there is more than one owner name listed, all listed property owners must sign any Letter of Intent or petition. "Owner" means a person, sole proprietorship, partnership, association, firm, corporation, or other legal entity, possessed of the most recent fee title or a land contract vendee's interest in the land as shown by the records of the Ingham County Register of Deeds.
SAD:	Special Assessment District pursuant to Public Act 188 of 1954.
Road Improvement Area:	The area in which road improvements will be undertaken. The same as the SAD area.
ICRD:	Ingham County Road Department
LOI:	Letter of Interest

Williamstown Township Neighborhood Road Policy

I. PURPOSE

Across Michigan there is a recognized lack of public funding available for the repair, replacement or improvement of local roads. Specifically, relevant to this policy are those public roads located in subdivisions, site condominium developments or other Neighborhoods which are under the legal jurisdiction of the Ingham County Road Department (ICRD). As a result of inadequate funding at the State and County level, the cost associated with improving Neighborhood Roads falls to the individual property owners who benefit from the improvements to Neighborhood Roads. The limited amount of betterment funds available through Ingham County are dedicated to be used by the Township to improve priority and minor local roads, which are used by the larger population within the community.

The lack of funding is certainly undesirable. However, the fact remains that Neighborhood Roads will continue to deteriorate, and the Township funds will not be enough to cover the expense of maintaining the 16.5 miles of Neighborhood Roads along with the 27 miles of Priority and minor Local Roads. This policy is intended to give property owners an option for improving their own Neighborhood Roads.

Specifically, this policy establishes the process by which Williamstown Township will facilitate the creation of Special Assessment Districts (SAD) pursuant to Public Act 188 of 1954, as amended, to fund the improvement of Neighborhood Roads, when requested by Benefiting Property Owners of properties with more than 50% of the road front footage within the Road Improvement Area.

This policy formalizes the opportunity for property owners to improve their roads and spread the cost of doing so over a maximum of ten (10) years or the useful life of the project, whichever is less. When funds are provided by the ICRD, the State of Michigan, or the Federal Government for the purpose of funding improvement of Neighborhood roads, such funds shall be distributed equally between Neighborhoods which have an approved SAD. If no such funding is provided by the ICRD, the State of Michigan, or the Federal Government, or if the Township deems the funding inadequate, the Township may provide assistance of up to \$800.00 per buildable or built out lot within the SAD to assist the residents with the project. No Township assistance will be available more than once every 10 years to a SAD district for resurfacing or conversion to a gravel road.

The Township will typically need to issue bonds to pay the costs associated with the improvement. The Township will coordinate with the ICRD to determine the necessary work to be contracted out or completed by the ICRD. This process has been discussed with the ICRD and developed with agreement of their staff. It is necessary to recognize that this policy is dependent on the cooperative effort by the ICRD, that resurfacing is not mandated by the Township, and this cooperative arrangement could be revoked by the ICRD at any time, which could result in the termination of this program.

II. SCOPE

This policy applies to the improvement of all public Neighborhood Roads under the jurisdiction of the Ingham County Road Department, which are typically located in subdivisions, site condominium developments or other similar Neighborhoods.

III. POLICY

Timeline and Required Steps to be completed:

1. Letter of Interest (LOI)

A Neighborhood interested in improving their roads shall submit to the Township a Letter of Interest (LOI) requesting the establishment of a Road Improvement Area. The LOI shall contain the names, addresses, and signatures of at least 50% of the total Benefiting Property Owners and shall be on the form provided herein as Exhibit 1.

Prior to obtaining signatures on the LOI, interested property owner(s) shall contact the Township to obtain a map of the Neighborhood which will constitute the Road Improvement Area. Each parcel within the Road Improvement Area designated on the map may be equally assessed for the Road Improvement unless the Township determines that this creates disproportionate or unreasonable results. Subdivision Open Space that is currently not assessed will not be assigned an assessment for the Road Improvement. The following criteria will be used by the Township in determining the road improvement area:

- i. The parcels within a Neighborhood accessing the Neighborhood road(s) will be included in the Road Improvement Area. This will include all phases of a development and/or the logical inclusion of an area as a generally recognized Neighborhood.

- ii. Individual roads, subdivision phases or similar shall not be addressed independently within a Neighborhood. All public roads within the Neighborhood will be addressed as part of a Road Improvement Area unless the Ingham County Road Department or the Township has determined that certain Roads within the Neighborhood do not need to be addressed in the near future.

After submitting the Letter of Interest (LOI), the Township shall verify whether the LOI is valid and contains the signatures of at least 50% of the Benefiting Property Owners. All Neighborhoods that have submitted a valid LOI will advance to the next step in this process.

2. Initial Cost Estimates

After receipt of a valid LOI, the Township will request that the Ingham County Road Department (ICRD) develop cost estimates for the road improvement project. The initial estimates will be based on current or expected pricing and estimated material cost. Initial estimates will include a contingency that is anticipated to be sufficient to cover any unexpected costs that may arise during construction. It is difficult to anticipate every conceivable condition that could be encountered during a road construction project. However, every attempt will be made to identify issues during this step.

The ICRD will present one (1) or two (2) cost estimates based on the type of construction/improvement necessary and will give a description of recommended work for both. Estimated costs will be based on the most recently available similar unit costs. Expected life for the road(s) to return to current condition will be based on available experience with similar roads and projects. Typically, the two estimates will be based on projects to provide a 7-10 year life or a 15-20 year life.

3. Neighborhood Information Meeting

The Township and ICRD shall hold one information meeting for Benefiting Property Owners of the proposed Road Improvement Area, as follows:

- i. The meeting will be held at the Township Hall on a date and time selected by the Township.

- ii. Notice of the meeting will be mailed at least fourteen (14) days in advance to each property owner within the proposed Road Improvement Area.
- iii. A handout will be generated and disseminated to those in attendance regarding information on the project and the estimated costs.
- iv. After the meeting, a copy of the handout will be mailed to each property owner within the proposed Road Improvement Area.

4. Petition Circulation & Submission Requirements

After the public information meeting, property owners within the proposed Road Improvement Area may circulate petitions to establish an SAD for road improvement. The Township Board's intent regarding this process is stated:

The improvement of Neighborhood Roads using this Neighborhood Local Road Improvement Process policy shall be considered a grassroots effort undertaken by the property owners of the proposed Road Improvement Area. The Board is providing this policy and support for the convenience of those property owners so that they have an opportunity to cause roads within their Neighborhood to be improved. The Board is offering this as a service to owners, at the owner's option, and is not imposing road improvement on any Neighborhood. However, if a valid petition for road improvements is received by the Board, the project may go forward

- i. All petitions to establish a Special Assessment District must be submitted to the Township no later than 60 days of receiving the petitions from the Township. To be valid, a petition(s) must contain the signatures of Benefiting Property Owners who own property with more than 50% of the road front footage within the proposed Road Improvement Area. Petition signatures and form will be validated by the Township. The Township Board may extend this deadline.
- ii. There is no opportunity provided by Public Act 188 of 1954 to remove one's name from a valid SAD petition once an individual has signed it. It is the property owner's responsibility to know and understand this prior to signing a petition described by this policy

5. First Public Hearing and Need and Necessity

Once the petitions are validated by the Township, the Township Board will hold the required public hearing regarding "need and necessity" and to hear any objections to the petition, the proposed project, and to the proposed SAD pursuant to Public Act 188 of 1954. The Board may, following the hearing find that the project is necessary and needed and the Road Improvement Area project will move forward and pass a resolution to approve the completion of the proposed improvements, the plans and estimated cost of the project, and the sufficiency of the petition under Public Act 188 of 1954.

6. Final Project Design and Bidding

The Ingham County Road Department (ICRD) or an engineering firm designated by the Township Board will work to finalize the road improvement design and plans.

7. Construction Phase

It is ICRD and Board policy to make bidding documents available to pre-qualified construction contractors who have been previously vetted by the ICRD and the most responsive bidder will be selected by the ICRD, or the Board in conjunction with the engineer hired to prepare the construction plans, to perform the road improvement work.

If the lowest qualified and responsive bid for construction phase comes in 10% higher than the initial construction estimate for the chosen project type, the Township will issue notices to all properties on the assessment roll and hold another public hearing to ascertain input on whether the contract should be awarded and the project move to construction.

8. Second Public Hearing and Establishment of Special Assessment District Roll

At or following a second public hearing, the Township Board will vote to approve the assessment roll as presented or as amended pursuant to Public Act 188 of 1954.

The SAD roll shall pass all costs associated with design, engineering, construction and bonding onto the Benefiting Property Owners. The roll shall be adjusted as needed to reflect the actual costs after project completion.

In the event that an SAD has been established, and the SAD roll remains outstanding at the time Township voters approve a Township Road millage, the Township Board has discretion to amend the SAD roll to reduce the total assessed amount and the amounts of future installment payments as permitted by public Act 188 of 1954. When considering whether to amend an SAD roll, the Township Board will evaluate the related Neighborhood road improvement project to determine the extent to which project costs are eligible to be paid for from the Township road millage.

IV. Time Schedule

Steps in creation of SAD	Activity
1	Prior to obtaining signatures on the Letter of Interest (LOI), interested property owner(s) shall contact the Township to obtain a map of the Neighborhood which will constitute the Road Improvement Area.
2	A Neighborhood interested in improving their roads shall submit to the Township a Letter of Interest (LOI) requesting the establishment of a Road Improvement Area.
3	The Township will review the signatures on the Letter of Interest. If LOI is valid, township will request cost estimates from Ingham County Road Department or engineering firm chosen by the Township.
4	Ingham County Road Department (ICRD) and/or engineering firm will provide cost estimates.
5	The Township and ICRD shall hold one information meeting for Benefiting Property Owners of the proposed Road Improvement Area.
6	Petitions must be submitted to the Township no later than 60 days of receipt from the Township. To be valid, a petition(s) must contain the signatures of Benefiting Property Owners owning more than 50% of the road front footage within the proposed Road Improvement Area. Petition signatures and form will be validated by the Township.
7	Township will review the signatures on the petitions.
8	The Township Board will hold the required public hearing regarding "need and necessity" and to hear objections to the petition, the proposed project, and to the proposed SAD pursuant to Public Act 188 of 1954.

9	Ingham County Road Department will usually finalize the road improvement design and plans to be included in the bidding process of County projects.
10	At or following the second public hearing, the Township Board will vote to approve the assessment roll as presented or amended pursuant to Public Act 188 of 1954.

Neighborhood	Road	Neighborhood	Road
1 Baan-Gan-Aka	Daggertail Ln. Swallowtail Ln . Monarch Ln. Skipper Ln.	17 Pebblebrook	Agate Way Cinnabar Dr. Feldspar Dr. Granite Rd. Jadestone Dr. Newman Rd. Petoskey Dr. Quarton Rd. Rocky Hill Dr. Ruby Way Sandstone Dr . Topez Dr.
2 Brookshire Estates	Brookshire Ct.	18 Pine Knoll	Courtside Dr. Glencoe Dr. Selwood Ct. Southbury Ln.
3 Cherry Ridge	Sand Cherry Ln. Wild Cherry Dr.	19 Quinlan	James Ave Lay Manning
4 Cedar Vale Estates	Blossey Dr. Cedarvale Dr . Thatcher Dr.	20 Red Cedar Manor	Oliver Dr. Congdon Dr. Wilfors Dr.
5 Cherry Valle	Cherry Valle Ln. Fruitbelt Ln.	21 Rodeo	Rodeo Tr.
6 Damon	Damon Rd.	22 Steeplechase	Briddlewood Trotters Ln
7 Pheasant Run	Deer Trail	23 Smith Estates	Sunrise Dr.
8 Ebright	Ebright	24 Williamstown Estates	Cygnets Ct Goldfinch Ln Osprey Ave Warbler Way
9 Golf View	Golfview Dr.	25 Windybrook	Joann Ln Ferrins Way
10 Harvey	Harvey Rd.	26 Woodview	Forest Oak Tr. Park Wood Dr. White Pine Dr.
11 Hiddenview	Charlsfield Ln. Hiddenview Ln. Knollridge Ln. Woodcove Ln. Woodpass Ln.		
12 Larkin Acres	Countryside Gladie Ln. Evening Star Twin Ponds Ln.		
13 Maple Shade	Maple Shade Dr. Red Maple Dr.		
14 Meadowdale	Meadowdale Dr .		
15 Oakleaf	Burr Oak Ct. Corkwood Tr. Live Oak Tr. Oak Bark Tr. Redbud Tr.		
16 Orchard Park	Blossom Dr.		

State of Michigan State Tax Commission

Bulletin 8 of 2026
Certified Interest Rates
August 18, 2026

TO: Assessors and Equalization Directors

FROM: State Tax Commission

SUBJECT: Certified Prevailing Institutional Lending Rates of Interest for the Period
April 2026 through June 2026, Expressed as Percentages

Month	Residential	Commercial/Industrial	Agricultural
January	6.10	5.21	6.63
February	6.05	5.13	6.63
March	6.18	5.25	6.63
April	6.33	5.32	6.74
May	6.44	5.48	6.74
June	6.49	5.47	6.74
July	N/A	N/A	N/A
August	N/A	N/A	N/A
September	N/A	N/A	N/A
October	N/A	N/A	N/A
November	N/A	N/A	N/A
December	N/A	N/A	N/A

Note: The use of these rates is discussed in Bulletin No. 11 of 1985 dated October 14, 1985.

Summary

Certification for funeral homes offering green burial services is provided by organizations like the Green Burial Council, which sets standards for environmentally sustainable practices in the funeral industry. This certification helps ensure that providers comply with eco-friendly guidelines and promote natural burial methods.

Certification Overview

Understanding the certification process for green burial services is essential.

- **Green Burial Council** — This organization offers certification for funeral homes, cemeteries, and product manufacturers focused on sustainable practices.
- **Certification Standards** — Providers must demonstrate compliance with established standards aimed at preserving land and promoting ecological responsibility.
- **Training Programs** — The Green Burial Council provides training programs, such as the Certificate of Proficiency in Green Funeral Services, to educate practitioners.