



Pittsfield Charter Township

6201 West Michigan Avenue, Ann Arbor, MI 48108
Phone: (734) 822-3135 • Fax: (734) 944-6103
Website: www.pittsfield-mi.gov

Office of the Supervisor

FOR IMMEDIATE RELEASE

April 17, 2020

Contact: Mandy Grewal, Supervisor
grewalm@pittsfield-mi.gov, 734.822.3135

Pittsfield Township Accepting Applications from Small, Local Businesses for Next Seven Days to Allocate \$50,000 in Emergency Relief Grants

Pittsfield Township, MI (April 17, 2020): On April 8th, the Pittsfield Township Board of Trustees approved a \$50,000 contribution to support its small businesses during the COVID-19 Pandemic. The action is based on the fact that small businesses have been harshly and negatively impacted by the aggressive spread of the COVID19 pandemic.

“Our administration operates on a partnership-based model, which relies heavily on supporting and working closely with all our residents and businesses. With the second largest tax base in Washtenaw County, Pittsfield Township’s small businesses are an engine of economic vitality for our region. As such, it is incumbent upon us to support them during this unprecedented global disruption so we may enhance equity and come out of it as a stronger and more unified community,” noted Supervisor Grewal.

Rather than develop a redundant model, Pittsfield is partnering with area stakeholders, such as Ann Arbor SPARK, that established the Washtenaw Small Business Emergency Relief Fund. Applications received by Pittsfield Township will be administered and awarded according to the guidelines established by this Relief Fund.

The Relief Fund provides short-term financial assistance to businesses with up to fifty employees or less; that have a physical establishment; that have experienced a loss of income due to the COVID-19 pandemic; with funding available for business owners with a low-to-moderate income. Grants from the Relief Fund may be used to cover day-to-day operating expenses of the business such as payroll or financial losses. The \$50,000 contribution from Pittsfield Township has been earmarked for the use by Pittsfield Township businesses that meet the criterion outlined by the Washtenaw Small Business Emergency Relief Fund.

The maximum awards will be up to \$1,000 for a home-based business, up to \$2,500 for businesses with under 10 employees, and up to \$5,000 for businesses with under 50 employees, with exceptions based on need. Our priority is to help as many businesses as possible, especially those whose staff are at immediate risk.

More details and the application are now available at: www.pittsfield-mi.gov/covid19businesssupport and will be open through 5:00PM on Friday, April 24, 2020.

If you have any questions, please contact supervisor@pittsfield-mi.gov; 734.822.3135
Follow us on [Facebook](#) and [Twitter](#) @PittsfieldTwp, and sign up for [Notify Me!](#) to receive email or SMS alerts.

Karl V. Fink

Joshua R. Fink
also admitted in Florida

John A. Hohman, Jr.
Of Counsel

FINK & FINK

PLLC

ATTORNEYS AND COUNSELORS

320 North Main Street, Suite 420
Ann Arbor, MI 48104

Phone: (734) 994-1077 • Fax: (734) 994-3737
www.finkandfink.com

James A. Fink

Andrew F. Fink III

Parisa Ghazaeri

Hillsdale Office
42 Union Street, Suite 16
Hillsdale, MI 49242

April 17, 2020

Dr. Mandy Grewal, Supervisor
Pittsfield Charter Township
6201 W. Michigan Ave.
Ann Arbor, MI 48108

Sent via email only

ATTORNEY-CLIENT PRIVILEGED COMMUNICATION

Re: Pittsfield Charter Township Planning Commission Meeting
April 16, 2020

Dear Dr. Grewal,

You have asked for advice regarding the inadvertent exclusion of most members of the public from the Pittsfield Charter Township Planning Commission's on line meeting yesterday, April 16, 2020. Due to a technical error, the link provided for public access to the meeting did not work. The error was unintentional and I have been informed that the Planning Commission was unaware of the matter until well into the meeting.

I recommend that all actions taken at the April 16 meeting be reenacted at the next public meeting and that a notice substantially similar to the below language be posted on the web page immediately.

Notice Regarding the April 16, 2020 Planning Commission Meeting.

After the start of the April 16, 2020 Planning Commission meeting, it was discovered that members of the public were, due to an incorrect link, unable to access the meeting on-line and were consequently unable to observe the meeting or offer comment during the two public comment periods. The incorrect link was unintentional and unknown to the Planning Commissioners when the meeting started. No final decisions were made and all decisions will be revisited and reenacted at the next Planning Commission meeting to allow public access and comment.

Pittsfield Charter Township continues its commitment to transparency and ethical governance. We apologize for any inconvenience.

Please let me know if you have any questions regarding the above advice or if we can be of further assistance.

Sincerely,



James A. Fink



Pittsfield Charter Township
Department of Utilities & Municipal Services

6201 West Michigan Avenue, Ann Arbor, MI 48108
Phone: (734) 822-3101 • Fax: (734) 944-1103
Website: www.pittsfield-mi.gov

Mandy Grewal, Supervisor

MEMORANDUM

TO: Mandy Grewal, Supervisor

FROM: Belinda Kingsley, Zoning & Code Enforcement Administrator
Benjamin R. Carlisle, Township Planning Consultant

DATE: April 17, 2020

SUBJECT: 4025 Packard Road Update

On March 25, 2020, the Board of Trustees passed Resolution #20-15, Resolution Requiring Demolition of Aboveground Structures at 4025 Packard. Resolution #20-15 required that the property owner of 4025 Packard Road, demolish the aboveground structures no later than April 22, 2020. If the owner is unable to demolish the aboveground structures by April 22, 2020, the Pittsfield Township Board of Trustees will instruct its legal counsel to undertake the process of filing a nuisance abatement lawsuit for 4025 Packard, which will come before the Board of Trustees for consideration at the Board meeting scheduled for May 13, 2020.

Since the adoption of the Resolution #20-15, Belinda Kingsley and Ben Carlisle have worked with applicant to ensure that the structures would be demolished by the April 22, 2020 deadline. The property owner noted to staff that he is unable to complete the demo due to the Governor's Executive Order 2020-21, which suspends activities that are not necessary to sustain or protect life.

On April 6, 2020, Ben Carlisle notified the property owner that during the time of the Governor's Order, the township would not enforce the April 22, 2020 deadline, but requested that he provide a letter stating that he agrees to demolish the aboveground structures as soon as the Governor's Order is lifted.

Since the April 6, 2020 notification, Ben Carlisle followed up twice with the property owner to obtain a letter. At the time of writing this memo, the property owner has not responded.

Exhibits:

- March 25, 2020 Board Memo, listing property history
- Resolution #20-15, Resolution Requiring Demolition of Above Ground Structures at 4025 Packard



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Mandy Grewal, Supervisor

MEMORANDUM

TO: Mandy Grewal, Supervisor

FROM: Belinda Kingsley, Zoning & Code Enforcement Administrator
Benjamin R. Carlisle, Township Planning Consultant

DATE: March 19, 2020

SUBJECT: 4025 Packard Road

DEVELOPMENT STATUS:

2012: Concept meeting with Craig Lyon, Paul Montagno, Ben Carlisle, and Nathan Vought (county) with property owner and applicant (DFCU) for a credit union drive-through. It was noted during meeting that proposed site plan was not consistent with Master Plan and did not meet zoning requirements.

2014: Property owner emails Candice Briere (township planning and zoning administrator) and Matt Payne (Planning Commission Chairman) expressing concern regarding potential zoning ordinance amendments.

2017: Ben Carlisle and Craig Lyon met with Najor and his team regarding potential development scenarios. Concept plan shown by applicant was not consistent with Master Plan and did not meet zoning requirements.

10/16/19: Preliminary Site Plan and Conditional Use Permit Application to demo existing building and construct an addition to the building to the north was submitted and reviewed.

11/06/19: Ben Carlisle emails applicant noting deficiencies in application.

11/21/19: Planning Department completes first site plan review.

12/04/19: Planning Department completes second site plan review.

12/06/19: Engineering Department completes first site plan review.

12/12/19: Planning Commission approves conditional use and site plan with conditions.

01/15/20: Ben Carlisle email's applicant asking for project update status.

02/12/20: Water Resources Commission completes first review of site plan.

02/12/20: Meeting with Najor, OP Engineer, Ben Carlisle, Laura Kreps, WCWR Theresa Marsik, Belinda Kingsley to discuss current redevelopment plan and establish a timeline for completion of Brownfield application review. WCRC invited but unable to attend.

02/27/20: Telephone call to Najor regarding township's desire to have the building demolished or a nuisance abatement lawsuit will be taken to the Board of Trustees on 3/25/20.

02/27/19: Email from Najor with a copy of OP Environmental's "Proposal for Supplemental Site Investigation and Soil Characterization" and Washtenaw County Brownfield Development Authority Environmental Assessment Grant Program Application Form.

03/03/20: Email to Najor confirming deadline of 3/11/20 to comply with demo request or nuisance abatement lawsuit will be taken to the Board of Trustees on 3/25/20.

03/04/20: Road Commission completes first review of site plan.

ENFORCEMENT ACTION 2014-2020:

EN140071: Zoning Violation. This action was filed on March 25, 2014, based upon donation bins being located on the site. Written notice was sent to Brian Najor on that date, requesting the bins be removed in 14 days. By May 15 the bins had not been removed, and a second written notice was sent to Brian Najor on that date, requesting the bins be removed by May 24. On June 2, Belinda Kingsley called one of the bin owners and requested they remove the bin. On July 21 the property was re-inspected, and all of the bins had been removed. The action was closed on that date.

EN150065: Snow Covered Sidewalk. This action was filed on March 2, 2015, regarding plowed snow/ice blocking the sidewalks and the sidewalks not being shoveled. Telephone contact was made on that date. On March 11, the site was re-inspected and found to be in partial compliance. The action was closed on that date.

EN150133: Tall Grass & Weeds. This action was filed on May 13, 2015, regarding the lack of mowing at the site. Written notice was sent to Brian Najor on that date. The property was re-inspected on June 10, and the matter was closed on that date.

EN150235: Tall Grass & Weeds. This action was filed on August 7, 2015, regarding a tree branch that had fallen onto the property. Written notice was sent to the owner on that date, seeking removal of the tree within 7 days. The property was re-inspected on September 4 and found to be in compliance. The action was closed on that date.

EN160042: Blight Violation. This action was filed on April 18, 2016, regarding trash on the property, overgrown vegetation, and homeless people living in the brush on the site. The complaint stemmed from a neighborhood meeting on April 11 where several individuals complained about the status of the property. Belinda Kingsley and Craig Lyons called Brian Najor about the condition of the property. He said he was not interested in doing anything that would cost him money. Craig Lyon said the township would conduct the clean-up and bill the property owner for the cost. The work was performed by the Township and an invoice was issued in the amount of \$1,794.84. The matter was closed on November 9 2016.

EN180061: Blight Violation. This action was filed on April 23, 2018, regarding paint peeling, pump canopies in bad shape, trash, and old light post bases. It was initiated as a result of complaints from the public. Written notice was sent on that date to the owner, with a request that the pump islands be removed, and the other matters be resolved through maintenance. There is no record of any other action being taken, or communication, regarding the matter, and it remains open.

EN190098: Blight Violation. This action was filed on June 3, 2019, after receiving numerous complaints from the neighbors regarding the property, and a light pole observed laying on the ground. Written notice was sent to the owner on that date, requesting removal of the light pole within 7 days. There is no record of any other action being taken, or communication, regarding the matter, and it remains open.

EN200053: Blight Violation. This action was filed on January 22, 2020, regarding broken windows on the front of the building. Written notice was sent to the owner on that date, requesting the violation be removed in 7 days. By February 27 the windows had not been repaired, and a municipal civil infraction citation was issued in the amount of \$100. The citation was mailed and emailed to Brian Najor on that date. Brian Najor claimed he had not received the original notice. The windows were boarded up during the weekend of February 29 – March 1, but the wood hasn't been painted yet. The action remains open.

Update: Closed and citation dismissed. Owner advised he did not receive the Notice of Violation sent prior to issuing a citation. The violation was emailed and he addressed the broken windows.

EN200103: Three Civil Infraction Tickets issued on March 19, 2020. Ticket No. 3023 issued under §8-3 of the Blight Code, for trash, a tire, and hazardous chemical containers on the property. Ticket No. 3024 issued under IPMC §302, for failure to maintain exterior property and premises in clean, safe and sanitary condition; sidewalks and driveways not kept in proper state of repair. Ticket No. 3025 issued under IPMC §304, for structure exterior not maintained, peeling and flaking paint, masonry joints not maintained, roof flashing defects, canopy in disrepair, windows in disrepair.

Formal hearing requested for all three tickets, with a date to be established by the Court.

**PITTSFIELD CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN
RES #20-15**

**RESOLUTION REQUIRING DEMOLITION
OF ABOVEGROUND STRUCTURES AT 4025 PACKARD**

March 25, 2020

At a Regular Meeting of the Township Board of Pittsfield Charter Township, Washtenaw County, Michigan, held at the Township Administration Building located at 6201 W. Michigan Avenue, in said Township, on the 25th day of March, 2020 at 6:30 p.m.

Present: Grewal, Anzaldi, Scribner, Edwards-Brown, Jaffer, Krone, Ralph

Absent: None

The following preamble and resolution were offered by Trustee Ralph and supported by Trustee Edwards-Brown.

WHEREAS, the gas station, located at 4025 Packard, ceased operations many years ago following the great recession; and

WHEREAS, Pittsfield Township's Planning staff has been working with the property owner of 4025 Packard since 2012 to redevelop the property; and

WHEREAS, five years ago, in 2015, as part of the 2020 Sustainable Vision Master Plan update process, an overwhelming number of Pittsfield Township residents living in the northeastern part of our community, raised major concerns about the blight conditions at 4025 Packard; and

WHEREAS, since then, Pittsfield Township's Planning and Code Enforcement staff began, even more proactively, engaging with the property owner to assist in rehabilitating and revitalizing the property (see attachment); and

WHEREAS, the property owner finally submitted a site plan and received preliminary site plan approval from the Pittsfield Township Planning Commission on December 12, 2019, it is our understanding that the process for final site plan approval, which includes coordination with outside agencies such as the Washtenaw County Road Commission and Washtenaw County Water Resources Commission and, in this case, the Washtenaw County Office of Community & Economic Development will make it unlikely that the long-standing blight issues are addressed any time soon; and

WHEREAS, the Washtenaw County Office of Community & Economic Development is working to provide the property owner, since the property qualifies as a Brownfield Redevelopment Project, Tax Increment Financing incentives to facilitate redevelopment/revitalization; they understand the mounting concern Pittsfield Township has regarding blight and have, as such, issued their opinion insofar as they believe that demolition of above-ground structures will not hinder the ongoing process for approval of the property owner's Brownfield Plan (see attachment); and

WHEREAS, we understand and appreciate that the final site plan approval process must follow established procedures and take its requisite time and we, furthermore, fully understand and appreciate the concerns of the overwhelming number of Pittsfield Township residents that have patiently waited for nearly 8 (eight) years to have the ongoing blight issue addressed;

NOW THEREFORE BE IT RESOLVED, that the Pittsfield Charter Township Board of Trustees, hereby requires the property owner to demolish the aboveground structures at 4025 Packard and provide evidence of proceeding with the same to Pittsfield Township Planning staff in the next six-week period, no later than April 22nd 2020; and

BE IT FURTHER RESOLVED, that if the property owner is unable to meet the afore-mentioned requirement of submitting proof of undertaking removal of the aboveground structures at 4025 Packard by 4/22/2020, the Pittsfield Township Board of Trustees will instruct its legal counsel to undertake the process of filing a nuisance abatement lawsuit for 4025 Packard, which will come before the Board of Trustees for consideration at the Board meeting scheduled for May 13th, 2020.

ROLL CALL VOTE:

AYES: Grewal, Anzaldi, Scribner, Edwards-Brown, Jaffer, Krone, Ralph

NAYS: None

ABSENT: None

ABSTAIN: None

RESOLUTION DECLARED ADOPTED.

Mandy Grewal, Supervisor
Pittsfield Charter Township

Dated: March ____, 2020

CERTIFICATE

I, Michelle L. Anzaldi, hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of Pittsfield Charter Township, County of Washtenaw, State of Michigan, at a Regular Meeting held on March 25, 2020, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Michelle L. Anzaldi, Clerk
Pittsfield Charter Township

Dated: March __, 2020



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Office of the Supervisor

April 13, 2020

This week marks a milestone: it has been a month since the Governor first called a State of Emergency because of the COVID-19 pandemic. And what a month it has been!! While our experiences of the past month may vary, the one thing each of us can attest to is that none of us imagined having to live through what we are currently experiencing.

In my 15 years of public service, I know I never imagined serving you in such a virtual and physically distant manner. However, in those years, the bonds and sense of community that we have developed are paying dividends in ways we never imagined. In particular, it is our hope that you know you have a leadership team working tirelessly for you, every day, that you can trust and that will deliver the Gold Standard of Public Service to you, the residents and businesses of Pittsfield Township.

To that end, at our second virtual meeting last Wednesday, the Pittsfield Township Board approved allocation of \$50,000 to support small, local, businesses in Pittsfield and another \$50,000 allocation to enhance access to emergency and affordable housing in Pittsfield Township and Washtenaw County. More details can be found under 'Business Resources' and 'Vulnerable Community Resources' on the /covid19 webpage: <http://www.pittsfield-mi.gov/covid19>

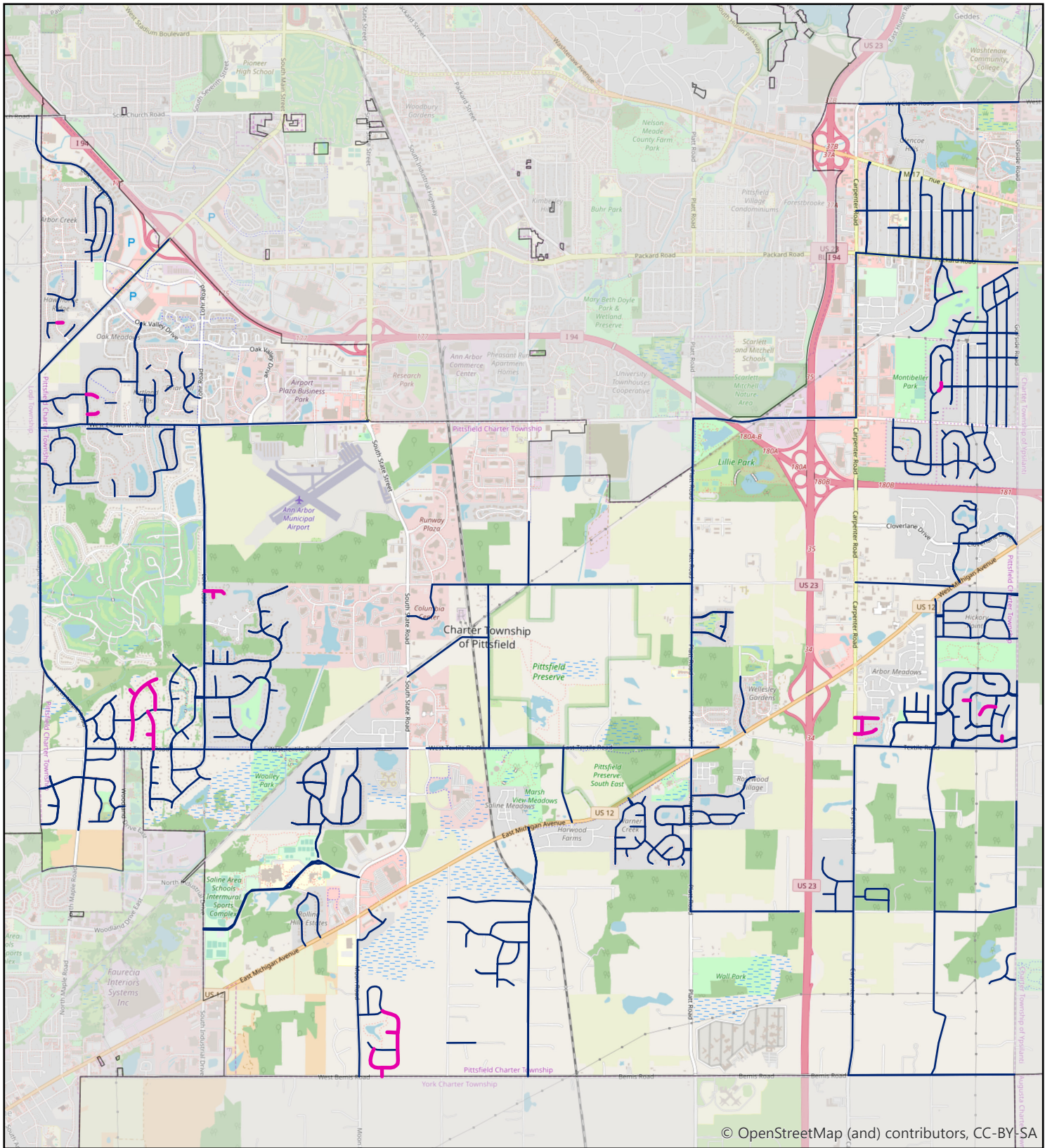
This page also has a memo to the Board that outlines the process of how we've transitioned from functioning traditionally to virtually while ensuring uninterrupted services. There was, however, one major disruption due to the pandemic: waste management. Working tirelessly over the past week, we have rectified this disruption by providing for a full resumption of your recycling services, and yard waste is now being collected at Lille Park. I want to thank you for your patience and cooperation through the confusion of the past week regarding these services.

I also want to thank those of you that followed up on our request from last week's letter to take the census; about 60% have taken the census. If you are not part of that 60%, please take 10 minutes to be counted so Pittsfield receives the state and federal resources that will be required to get us back on track once the pandemic is behind us (<https://2020census.gov/>) Another reminder is for you to consider signing up for the 'MIGreen Challenge' that allows you to obtain some or all your energy through DTE's renewal rather than fossil fuel sources (<http://pittsfield-mi.gov/sustainability>).

Thank you, also, for your cooperation in maintaining the 6' physical distance while enjoying our community's many parks and recreational amenities, which we are working to ensure continue to be available to you as the weather warms up. The Farmers Market will begin online sales soon and we are planning on providing for your safety and well-being when the Open Market season begins in June. After serving Pittsfield Township for 15 years to provide for such resources, amenities, and sense of community, it is my humble privilege to continue working with and for you!

Please remember to be patient and kind with yourselves and each other. Let's take this time to improve on our ourselves and the way we conduct ourselves so we may provide for better equity and quality of life for all in our community.

Mandy Grewal, Ph.D.



Pittsfield Charter Township

2009-2019 Local Road Maintenance Projects

- 2009-2019
- 2020 PROPOSED

