



**CITY OF ROMULUS – CITY COUNCIL
REGULAR MEETING AGENDA
February 7, 2022
7:30 PM**

Members of the public can view the Regular City Council Meetings live via the Romulus Public Access Channel 12 and YouTube at www.youtube.com/cityofromulus. Public comments can also be emailed to publiccomment@romulusgov.com

Pledge of Allegiance

Roll Call

1. Agenda

- A. Approval of Agenda

2. Minutes

- A. Approval of minutes from the regular meeting held on Monday, January 24, 2022, at 7:30 p.m.
- B. Approval of minutes from the Special Meeting - Study Session held on Monday, January 24, 2022, at 6:15 p.m. to discuss the Lead Service Line Status for the City of Romulus.

3. Petitioner

- A. RZ-2021-002; PMG SealMaster (27989 Van Born) Rezoning

4. Chairperson's Report, John Barden, Mayor Pro-Tem

- A. Approval of the Chairperson's Report

5. Mayor's Report – Robert A. McCraight, Mayor

- A. ITB 21/22-11 Four Year Contract for Water Billing, Assessment Notices & Tax Statements - Preparation, Printing & Mailing
- B. ITB 21/22-12 Romulus Police Department Patrol Rifles

6. Clerk's Report – Ellen L. Craig-Bragg, Clerk

7. Treasurer's Report – Stacy Paige, Treasurer

8. Public Comment - Citizens are to limit their comments to three (3) minutes. All citizens wishing to speak will be heard.

9. Unfinished Business

10. New Business

11. Communication

12. Adjournment



RULES REGARDING THE PUBLIC ADDRESSING A CITY MEETING

Any member of the public shall have the right to address the City Council, Board or Commission on any item on the agenda under the following conditions:

1. Individuals requesting to address City Council, a Board or Commission on an agenda item or under public comment must fill out a “*Request to Address*” card provided – listing name, address, phone number and agenda item on which comments are desired to be made and present it to the Clerk or recording secretary.
2. When the agenda item is reached, the clerk or recording secretary shall call upon the person or persons who filed the request to speak. A member of the public shall not be permitted to enter into debate with a petitioner.
3. Individuals that would like to address City Council under the public comment portion of the agenda, must raise their hand and when recognized by the chair, the person shall approach the microphone and state their name and address.
4. Remarks shall be limited to three (3) minutes, subject to being extended an additional three (3) minutes by consent of the chair. There shall be no personal attacks. Remarks shall not contain any profanity, racial, ethnic, religious, sexual or national origin slurs or overtones. Anyone making such remarks shall lose his/her right to address the City Council, Board or Commission.
5. No person shall be permitted to address the group on any item more than once at any one meeting without the approval of a majority of the quorum present.
6. All of the foregoing does not apply to a person previously granted a hearing at the meeting in question.
7. This rule does not permit members of the public to join in debate or discussion with petitioners, members of the body or with other members of the public present at such meeting.
8. Once a motion is on the floor, discussion from the public shall no longer be permitted on that agenda item.
9. The public may make a request to the Chairperson of the Council on a form provided by the Clerk, to be added to the agenda of a future Council meeting to address a subject that Council would have authority to address. If the Chairperson denies the request, the request may be made to the entire Council under the Public Comment section of the Council’s agenda. If the request is granted by a majority of the Council, it will be added as an agenda item at the next regular meeting of the Council.

The meeting will be held in the City Council Chambers, Romulus City Hall, 11111 South Wayne Road, Romulus, MI 48174. NOTE: Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA), is asked to contact the Clerk’s Office (734-942-7540) 48 hours prior to the meeting – the staff will be pleased to make the necessary arrangements.



City of Romulus

Agenda

Council Meeting Held: **February 7, 2022**

Item No. A.

General Description: Approval of Agenda

Resolution No. _____

<i>Moved by:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Seconded by:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams

<i>Ayes:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Nays:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Abstain:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

Minutes

Council Meeting Held: **February 7, 2022**

Item No. A.

General Description: Approval of minutes from the Regular Meeting held on Monday, January 24, 2022, at 7:30 p.m.

Resolution No. _____

<i>Moved by:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Seconded by:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams

<i>Ayes:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Nays:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Abstain:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



MINUTES OF THE REGULAR ROMULUS CITY COUNCIL MEETING

January 24, 2022

Romulus City Hall Council Chambers, 11111 Wayne Rd, Romulus, MI 48174

Pledge of Allegiance

Roll Call

The meeting was called to order at 7:30 p.m. by Mayor Pro Tem, John Barden.

Present: Kathy Abdo, John Barden, Celeste Roscoe, Tina Talley, William Wadsworth, Eva Webb, Virginia Williams

Absent / Excused: None

Administrative Officials in Attendance:

Robert McCraight, Mayor

Ellen L. Craig-Bragg, Clerk

Stacy Paige, Treasurer (Remote)

Administrative Staff in Attendance:

D'Sjonaun Hockenhull - Deputy Clerk; Stephen Hitchcock - City Attorney; Julie Wojtylko - Chief of Staff (Remote); Roberto Scappaticci - DPW Director; Maria Farris - Finance Director (Remote); Robert Pfannes - Police Chief (Remote); Julie Albert - Director of Assessing & Financial Services (Remote)

1. Agenda

- A. Moved by **Tina Talley**, seconded by **Kathy Abdo** to accept the agenda as presented.

Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, Webb, Williams

Nays - None

Motion Carried Unanimously

2. Minutes

- A. **Res. #22-013** Moved by **William Wadsworth**, seconded by **Kathy Abdo** to approve the Minutes from the regular meeting held on Monday, January 10, 2022, at 7:30 p.m.

Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Wadsworth, Williams

Nays - None

Abstain - Talley, Webb

Motion Carried

- B. **Res. #22-014** Moved by **Virginia Williams**, seconded by **Celeste Roscoe** to approve the Minutes from the Special Meeting - Study Session held on Monday, January 10, 2022, at 6:00 p.m. to discuss the audit presentation by Plante Moran.

Roll Call Vote: Ayes - Barden, Roscoe, Wadsworth, Williams

Nays - None

Abstain - Abdo, Talley, Webb

Motion Carried

3. Petitioner - None

4. Chairperson's Report, John Barden, Mayor Pro-Tem

State Senator Erika Geiss and State Representative Alex Garza presented a Special Tribute to Clerk Bragg for her recognition as the 2021 City Clerk of the Year.

- A. Moved by **Celeste Roscoe**, seconded by **Tina Talley** to accept the Chairperson's Report.

Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, Webb, Williams

Nays - None

Motion Carried Unanimously

5. Mayor's Report – Robert A. McCraight, Mayor

- A. Res. #22-015** Moved by **Tina Talley**, seconded by **William Wadsworth** to concur with the Administration and adopt the Resolution for the City of Romulus Poverty Exemption for 2022 to be used by the Board of Review to review or approve poverty exemptions.

Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, Webb, Williams

Nays - None

Motion Carried Unanimously

- B. Res. #22-016** Moved by **William Wadsworth**, seconded by **Tina Talley** to concur with the Administration and authorize the Mayor and Clerk to enter into an agreement with Gabriel, Roeder, Smith and Company for an actuarial valuation to determine the City's Retiree Healthcare Plan.

Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, Webb, Williams

Nays - None

Motion Carried Unanimously

- C. Res. #22-017** Moved by **Eva Webb**, seconded by **Celeste Roscoe** to concur with the Administration and authorize the Mayor and Clerk to enter into the Inter-Governmental Agreement with the Romulus Schools for one (1) School Resource Officer.

Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, Webb, Williams

Nays - None

Motion Carried Unanimously

- D. Res. #22-018** Moved by **Tina Talley**, seconded by **Kathy Abdo** to concur with the Administration and approve the re-appointments of Stanley Bragg and Vonda Cooley to the Police, Fire & Safety Commission with terms to expire on February 22, 2025.

Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, Webb, Williams

Nays - None

Motion Carried Unanimously

- E. Res. #22-019** Moved by **William Wadsworth**, seconded by **Tina Talley** to concur with the Administration and approve the re-appointment of Cathy Freitag and appoint Emery Long to the Planning Commission with terms to expire January 31, 2025.

Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, Webb, Williams

Nays - None

Motion Carried Unanimously

- F. Res. #22-020** Moved by **Tina Talley**, seconded by **William Wadsworth** to concur with the Administration and consent to piggyback on the MiDeal Contract #071B770081 to purchase one (1) 2022 Ford Explorer XLT (K8B) with options from Gorno Ford at a cost of \$34,823.00.

Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, Webb

Nays - Williams

Motion Carried

- G. Res. #22-021** Moved by **Celeste Roscoe**, seconded by **Tina Talley** to concur with the Administration and

award RFP 20/21-09 to Campbell, Inc. Mechanical Services for a ten (10) year contract, for performing maintenance and as needed repairs and equipment replacement on the HVAC systems in all City buildings at the costs associated, in the pricing sheet.

Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, Webb, Williams

Nays - None

Motion Carried Unanimously

6. Clerk's Report – Ellen L. Craig-Bragg, Clerk

- A. Res. #22-022** Moved by **Celeste Roscoe**, seconded by **William Wadsworth** to approve the Study Session requests for Monday, April 4, 2022, and Monday, April 11, 2022; and, approve the Public Hearing request for Monday, May 2, 2022, for the purposes of discussing and presenting the 2022/23 FY Budgets.

Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, Webb, Williams

Nays - None

Motion Carried Unanimously

7. Treasurer's Report – Stacy Paige, Treasurer

Treasurer Paige announced the 2022 Annual Dog & Cat Inoculations scheduled for February 26, 2022.

8. Public Comment - None

9. Unfinished Business

Councilperson Abdo spoke about the correspondence she received indicating that a resident who passed away during the September 11th attack will be honored on the 9/11 Memorial Wall.

10. New Business - None

11. Warrant

- A. Res. #22-023** Moved by **Kathy Abdo**, seconded by **Tina Talley** to approve Warrant #22-2 for checks presented in the amount of \$1,408,603.63.

Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, Webb, Williams

Nays - None

Motion Carried Unanimously

12. Communication

Councilperson Talley announced that the Black-owned business & vendor showcase sponsored by the Romulus Chamber of Commerce will be held on February 26, 2022, from 2p - 6p at the City Event Center. Councilperson Williams announced that Forgotten Harvest has canceled distribution due to the frigid weather but plan to continue distribution on February 1st.

13. Adjournment

Moved by **William Wadsworth**, seconded by **Celeste Roscoe** to adjourn the meeting at 8:29 p.m.

Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, Webb, Williams

Nays - None

Motion Carried Unanimously

I, Ellen L. Craig-Bragg, Clerk for the City of Romulus, Michigan do hereby certify the foregoing to be a true copy of the minutes of the regular meeting of the Romulus City Council held on January 24, 2022.

A handwritten signature in black ink, reading "Ellen L. Craig-Bragg". The signature is fluid and cursive, with the first name "Ellen" and last name "Bragg" being more prominent than the middle initial "L. Craig".

Ellen L. Craig-Bragg, City Clerk
City of Romulus, Michigan



City of Romulus

Minutes

Council Meeting Held: **February 7, 2022**

Item No. B.

General Description: Approval of minutes from the Special Meeting - Study Session held on Monday, January 24, 2022, at 6:15 p.m. to discuss the Lead Service Line Status for the City of Romulus.

Resolution No. _____

<i>Moved by:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Seconded by:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams

<i>Ayes:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Nays:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Abstain:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



MINUTES OF THE ROMULUS CITY COUNCIL SPECIAL MEETING – STUDY SESSION
January 24, 2022

Romulus City Hall Council Chambers, 11111 Wayne Rd, Romulus, MI 48174

1. Roll Call

The meeting was called to order at 6:18 p.m. by Mayor Pro Tem, John Barden.

Present: Kathy Abdo, John Barden, Celeste Roscoe, Tina Talley, William Wadsworth, Eva Webb, Virginia Williams

Absent / Excused: None

Administrative Officials in Attendance:

Robert McCraight, Mayor

Ellen L. Craig-Bragg, Clerk

Stacy Paige, Treasurer (Remote)

Administrative Staff in Attendance:

D'Sjonaun Hockenhull - Deputy Clerk; Stephen Hitchcock - City Attorney; Roberto Scappaticci - DPW Director; Julie Wojtylko - Chief of Staff (Remote); Kathy Hood - Assistant DPW Director (Remote)

- 2. Moved by Tina Talley, seconded by William Wadsworth to accept the Special Meeting - Study Session Agenda as presented.**

Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, Webb, Williams

Nays - None

Motion Carried Unanimously

3. Discussion: Lead Service Line Status for the City of Romulus

Roberto Scappaticci, DPW Director, presented a PowerPoint on the lead and copper requirements from the State of Michigan. The City owns and is responsible for the service line from the water main to a stop-gap. There is an additional service line that leads to the residential property's meter from the stop-gap. That service line is the responsibility of the property owner. DPW has removed any lead service lines from the water main to the stop-gap of all residential properties and is currently working with willing property owners, at the expense of the City, for lead service removal from the stop-gap to the water meter. Attorney Steve Hitchcock reviewed the status of recent legal challenges on the use of public funds on private properties. Director Scappaticci reviewed the method of collecting data to determine the properties with possible lead service lines. He further reviewed the milestones to meet under Public Act 399 and their statuses. From 2017 to 2021, the City has removed 29 known lead service lines from residential properties.

4. Public Comment

A resident inquired if the City is acquiring filters for the homes that have known lead service lines, how many homes are currently on the list to have their lead service lines replaced or removed, and if the City can waive the permit fees for residents wanting to replace the service lines on their own.

- 5. Moved by William Wadsworth, seconded by Celeste Roscoe to adjourn the Special Meeting - Study Session at 7:20 p.m.**

Roll Call Vote: Ayes - Abdo, Barden, Roscoe, Talley, Wadsworth, Webb, Williams

Nays - None

Motion Carried Unanimously

I, Ellen L. Craig-Bragg, Clerk for the City of Romulus, Michigan do hereby certify the foregoing to be a true copy of the minutes of the regular meeting of the Romulus City Council held on January 24, 2022.

A handwritten signature in black ink, reading "Ellen L. Craig-Bragg". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Ellen L. Craig-Bragg, City Clerk
City of Romulus, Michigan



City of Romulus

Petitioner

Council Meeting Held: **February 7, 2022**

Item No. A.

General Description: RZ-2021-002; PMG SealMaster (27989 Van Born) Rezoning

Resolution No. _____

<i>Moved by:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Seconded by:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams

<i>Ayes:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Nays:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Abstain:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

PLANNING DEPARTMENT MEMORANDUM

DATE: January 31, 2022
TO: Ellen Craig-Bragg, City Clerk
FROM: Carol Maise, City Planner
SUBJECT: Petitioner Request:
RZ-2021-002; **PMG Sealmaster – 27989 Van Born** (Parcel ID #80-001-99-0008-702)
Rezoning of 2.64 acres of property from **M-1, Light Industrial** to **M-T, Industrial**
Transportation – Introduction and 1st Reading

At a meeting held December 20, 2021 the Planning Commission considered a Zoning Map Amendment (rezoning) request for PMG Sealmaster to rezone 2.64 of property located 27989 Van Born and after holding a public hearing, recommended **approval** to the Romulus City Council.

Please find the attached Planning Department Summary Report to the City Council; Planning Commission December 20, 2021 draft minutes; Planning Department staff report to the Planning Commission dated December 14, 2021; and the PMG Sealmaster Rezoning Application and site plan for City Council consideration of the introduction and first reading at their February 7th meeting.

We respectfully recommend that the City Council make a motion to concur with the recommendation of the Planning Commission based on their findings and approve the first reading of RZ-2021-002; PMG Sealmaster as follows:

“To approve the first reading of the Zoning Map Amendment for RZ-2021-002 for PMG Sealmaster to rezone 2.64 acres of property, Parcel ID #80-001-99-0008-702, from M-1, Light Industrial to M-T, Industrial Transportation.

Should you have any questions, or desire additional information, please do not hesitate to contact this office.



PLANNING COMMISSION SUMMARY REPORT TO THE CITY COUNCIL

RZ-2021-002; PMG Sealmaster

Issued by Carol Maise, City Planner

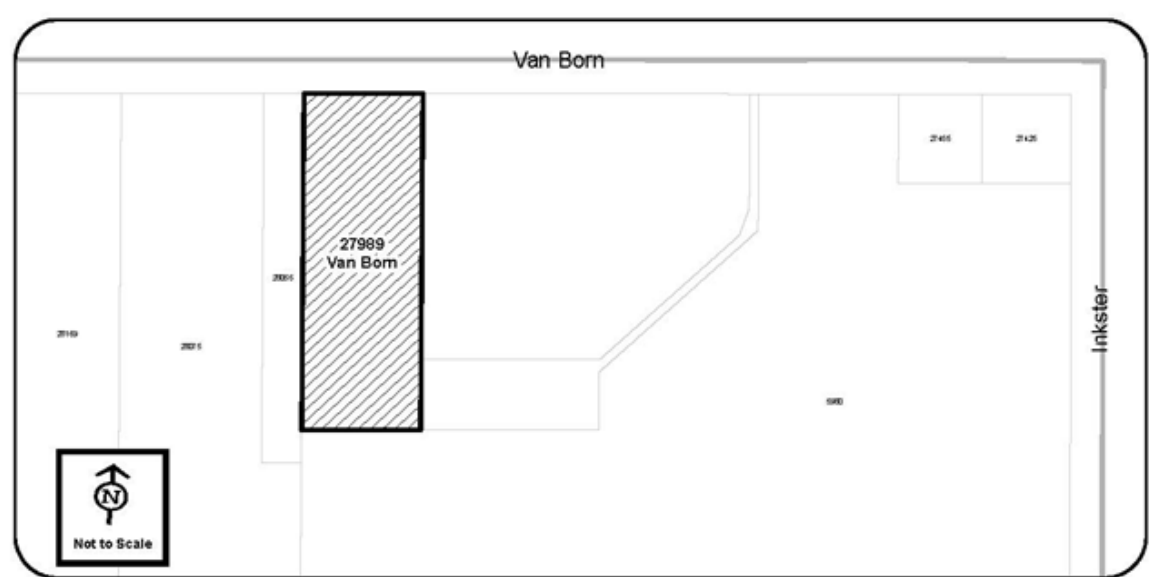
12600 Wayne Road, Romulus MI 48174 Phone: (734) 955-4530 www.romulusgov.com

DATE: January 26, 2022
SUBJECT: RZ-2021-002; **PMG Sealmaster**
LOCATION: 27989 Van Born Road (DP# 80-001-99-0008-702)
TYPE OF REVIEW: Zoning Map Amendment (Rezoning)
REQUEST: To rezone 2.64 acres from **M-1, Light Industrial District** to **M-T, Industrial Transportation District**
APPLICANT: Glenn Shapiro, PMG, SealMaster
Eric Fazzini, CIB Planning

SITE INFORMATION/BACKGROUND

The petitioner is requesting to rezone 2.64 acres of property from M-1, Light Industrial to M-T, Industrial Transportation at 27989 Van Born which is located on the south side of Van Born Road, west of Inkster Road. The surrounding property to the west is industrial (self-storage); to the north, vacant and zoned M-T, Industrial Transportation; to the east, non-conforming single-family; and to the south, industrial (truck repair). The future land use designation in the area is Heavy Industrial/Trucking.

The parcel is rectangular in shape with 200 feet of frontage on Van Born and includes a 12,000-sq. ft. industrial warehouse building that was constructed in 1995. Prior uses included fabrication and welding. In July of 2012, the property was purchased by Laser Investments, and the use was changed to paving materials supply (SealMaster). In 2020, PMG SealMaster, took ownership of the property and are currently occupying the site and working through the city certification process.



As part of the reoccupancy process it was determined that the use of the property was more intense than the original paving supplier use and the new property owner was advised that a rezoning to M-T, Industrial Transportation was needed. The ARC committee reviewed the application and recommended the Planning Commission approve the request since it was consistent with the Master Plan. The Planning Commission held a public hearing on the rezoning request on December 20, 2021. There were no comments presented at the public hearing.

PLANNING COMMISSION ACTION ON REZONING

At the December 20, 2021 meeting, after a public hearing and based on the findings for the City's rezoning criteria (*Section 23.04*) outlined in the City Planner's report dated December 14, 2021, the Planning Commission took the following action:

Motion by McAnally, support by Paul, that in the matter of RZ-2021-002; PMG SealMaster, the Planning Commission recommend to City Council approval of the request to rezone 27989 Van Born Road from M-1, Light Industrial to M-T, Industrial Transportation since the request meets the following rezoning standards:

- 1. The proposed request is consistent with the Master Plan Future Land Use designation of Heavy Industrial/Trucking.*
- 2. Development under current zoning is impractical as the site is already developed with an M-T use.*
- 3. While the size of the site would not be able to accommodate many of the uses allowed in the M-T District, the site is appropriate for the existing use and associated development.*
- 4. Infrastructure and public services are available to support uses permitted in the M-T zoning district.*
- 5. Traffic impacts can be accommodated, and due to the limited area of the property traffic created will be significantly less than other sites in the same zoning district.*
- 6. There is apparent public need for M-T uses since much of the property zoned for heavy industrial/trucking uses in the City is developed.*
- 7. The rezoning to M-T will meet the basic intent and purpose of the Zoning Ordinance as the current development and use are more appropriate for the M-T District.*
- 8. The rezoning is compatible with the uses and zoning of the surrounding properties.*

Roll Call Vote: Ayes – McAnally, Paul, Frederick, Talon-Jemison, Gbogboade, Roscoe, and Freitag. Nays – none. Motion Carried 7-0.

SUMMARY AND RECOMMENDATION

We respectfully recommend that the City Council make a motion to concur with the recommendation of the Planning Commission based on their findings and approve the first reading of RZ-2021-002; PMG Sealmaster as follows:

*"To **approve** the first reading of the Zoning Map Amendment for **RZ-2021-002** for **PMG Sealmaster** to rezone 2.64 acres of property, Parcel ID #80-001-99-0008-702, from M-1, Light Industrial to M-T, Industrial Transportation.*



Carol Maise, City Planner

4. Approval of Minutes

- A. Approval of the minutes of the regular Planning Commission meeting held on October 18, 2021, and the re-scheduled meeting on November 29, 2021

Motion by McAnally, support by Talon-Jemison, to approve the minutes of the regular Planning Commission meeting held on October 18, 2021, and the re-scheduled meeting on November 29, 2021.

Roll Call Vote: Ayes – McAnally, Talon-Jemison, Roscoe, Gbogboade, Paul, Frederick, and Freitag. Nays – none. **Motion Carried 7-0.**

5. Comments from the Public on Non Agenda Items

None

6. Public Hearings

A. RZ-2021-002; **PMG SealMaster**

Applicant: Glenn Shapiro; Property Owner/ Eric Fazzini; CIB Planning

Request: A proposed amendment to the City of Romulus Zoning Map to rezone 2.594 acres from M-1, Light Industrial to M-T, Industrial Transportation

Location: 27989 Van Born (Parcel #80-001-99-0008-702)

Project: Rezoning for a paving materials supplier

(Action required: **Make motion** to approve, approve with conditions, deny or postpone action on site plan)

Carmine Aventini, President, CIB Planning, was present on behalf of this application to rezone 2.594 acres from M-1 Light Industrial to M-T Industrial Transportation, at 27989 Van Born. Other members of the PMG SealMaster Team present this evening included Glen Shapiro, PMG Chief Operating Officer; Eric Fazzini, Manager of Planning, CIB; Tony Rutger, PMG SealMaster Vice President/Plant Manager; and Jim Butler, PEA Engineering.

Mr. Aventini explained that PMG SealMaster acquired this property last year, intending to use it for the described use, which required rezoning and site plan approvals.

Mr. Shapiro gave some history of PMG SealMaster, formerly known as GemSeal. In 2012 the applicants had purchased the GemSeal located in Auburn Hills. In 2020, GemSeal sold off some of its locations, and purchased some territories from SealMaster, a nationwide company comprised of franchise owners. PMG SealMaster was the largest franchisee within the SealMaster system, with operations in Michigan, Pennsylvania, New Jersey, North Carolina, South Carolina, Florida, and Texas. Michigan was unique because it was one of the territories where they had two manufacturing plants – the GemSeal location in Auburn Hills purchased in 2012, and SealMaster Romulus, purchased in June 2020. They also had a distribution center in the Grand Rapids area.

The applicants were here this evening in order to request the property be rezoned in order to bring it into compliance with City regulations.

Utilizing a PowerPoint presentation, Mr. Fazzini made the following points:

Company background

- SealMaster is a nationwide network of franchises that sell coatings, equipment, and tools to the pavement maintenance industry
 - Crack fillers and surface coatings, blowers, tools, traffic paint, application equipment
- Coatings are created on site using vertical mixing tanks with agitation
- Coating products include an emulsion of liquid asphalt, water, polymers
- Finished products are stored in 10,000 gallon bulk tanks; there are 4 existing tanks on site.
- Majority of coating products are distributed through individual contractors
 - Romulus site serves 15 contractors per day on average; the contractors typically use standard pickup trucks.

The site: 27989 Van Born Road

- 2.6 acres on south side of Van Born Road west of Inkster Road
- Existing Zoning: M-1, Light Industrial
 - Majority of existing site improvements constructed by previous owners
- Proposed Zoning: M-T, Industrial Transportation (petroleum-based materials)
 - Future Land Use Designation: *Heavy Industrial/Trucking* corresponds with M-T zoning
- If approved, site plan review application to be submitted immediately
- Building Department requirements to be satisfied following site plan review

Justification for Rezoning:

1. Consistent with Master Plan Future Land Use Map and Zoning Plan
 - Future Land Use Designation: *Heavy Industrial/Trucking* corresponds with M-T zoning
 - Consistent with Master Plan Land Use Goals 1 and 2, and Transportation Goal 1
 - Consistent with Master Plan Design Goals 1 and 2
2. PMG SealMaster's ability to operate on a site that was previously developed under M-1 district standards support that this is a low impact industrial use
 - Site (2.6 acres) and building (12,000 square feet) are relatively small
 - Minimal site and building improvements were required from previous use
 - Distribution does not require extensive freight truck wells or loading areas
 - Other future potential uses of the site would be limited to similar small-scale industrial operations with minimal impacts
 - Attractive site arrangement and landscape buffers will remain
3. PMG SealMaster's operation are low impact compared to other M-T uses

Transportation:

 - With approximately 15 pickup trucks per day, PMG SealMaster is not a high-impact use
 - Less impact on transportation network than M-T district freight uses

Manufacturing/Operations:

 - PMG SealMaster does not produce, refine, or store raw petroleum
 - Manufacturing does not involve heat, does not create fugitive dust, and occurs entirely indoors in an enclosed manner
 - Coatings are not flammable or combustible

- No air emissions or wastewater discharge associated with manufacturing
 - No specialized waste or stormwater management required
 - Operations do not impose any special impacts on city infrastructure or services
4. Would consolidate the site's zoning with the predominate M-T zoning in the area
- Perimeter boundary of M-T zoning would not be expanded
 - Would not encroach into existing transitions/buffers to the west and south
 - Location ensures direct routing of truck traffic to Inkster Road, with Middlebelt and Ecorse Roads also providing access
 - M-T district north of I-94 does not have same consistency of development as M-T district south of I-94

The applicants concluded their presentation.

In response to questions from Commissioner McAnally, City Planner Maise gave the following information:

- The applicants were attempting to correct a nonconforming use that had been in existence previous to their 2020 purchase of the franchise.
- In 2012 the City completed an administrative review of the site plan, and the use began operations, although they had never received a certificate of occupancy. The previous owner intensified the use by adding tanks and other items, and for several years the City had tried to finalize things so that a certificate of occupancy could be issued. Ownership had changed and the new owners were working to bring the site into compliance.
- The request for rezoning was consistent with the Future Land Use Map

Noting that there was an affidavit of first class mailing on file, Chair Freitag opened the public hearing. Seeing that no public indicated they wished to speak regarding this application, Chair Freitag closed the public hearing and brought the matter back to the Commission for questions and discussion.

In response to questions from the Commission, the applicants gave the following information:

- The applicants were currently operating from the site. They were aware that if they were unable to bring the site into compliance, they might have to move, but their hope was to remain and use the property for the stated use.
- The business had not been open to the public today, when Commissioner Paul visited, because their business was seasonal and temperature-dependent. During the winter they performed internal maintenance. Their season typically ran from the beginning of May to late November.
- The majority of the use on site was warehouse, but they did also have a small showroom that anyone – including individual residents – could visit. Their primary customers were contractors.
- After raw materials were brought in via tanker trucks from Sandusky Ohio and loaded into holding tanks inside the building, the materials go through a blending process on site. The 10,000 gallon bulk tanks hold the finished product, from which the product is disbursed to their customers.
- None of their product – including byproducts - goes into the storm water system or sanitary sewer system.
- The applicants will provide spill containment as recommended in the Fire Department review; this will be shown at site plan review.

Chair Freitag indicated she was ready to entertain a motion.

Motion by McAnally, support by Paul, that in the matter of RZ-2021-002; PMG SealMaster, the Planning Commission recommend to City Council approval of the request to rezone 27989 Van Born Road from M-1, Light Industrial to M-T, Industrial Transportation since the request meets the following rezoning standards:

1. The proposed request is consistent with the Master Plan Future Land Use designation of Heavy Industry/Trucking.
2. Development under current zoning is impractical as the site is already developed with an M-T use.
3. While the size of the site would not be able to accommodate many of the uses allowed in the M-T District, the site is appropriate for the existing use and associated development.
4. Infrastructure and public services are available to support uses permitted in the M-T zoning district.
5. Traffic impacts can be accommodated, and due to the limited area of the property traffic created will be significantly less than other sites in the same zoning district.
6. There is apparent public need for M-T uses since much of the property zoned for heavy industrial/trucking uses in the City is developed.
7. The rezoning to M-T will meet the basic intent and purpose of the Zoning Ordinance as the current development and use are more appropriate for the M-T District.
8. The rezoning is compatible with the uses and zoning of the surrounding properties.

Roll Call Vote: Ayes – McAnally, Paul, Frederick, Talon-Jemison, Gbogboade, Roscoe, and Freitag.
Nays – none. **Motion Carried 7-0.**

7. Old Business

8. New Business

A. SPR-2020-013; **Ray's Transport**

Applicant: Ray Almoosawi; Ray's Transport/Nino DiDomenico; D & G Building/Michael Brock; Hennessy Engineering

Request: Site Plan Approval

Location: 11777 Harrison; Parcel #80-093-99-0054-000

Project: Construction of 39,950 SF warehouse/distribution/dispatch building

(Action required: **Make Motion** to approve, approve with conditions, deny or postpone action on site plan)

Michael Brock, Hennessy Engineering, 13500 Reeck Road, Southgate MI, was present on behalf of Ray's Transport for this request for site plan approval in order to construct a 39,950 square foot warehouse/distribution/dispatch building on 30 acres at 11777 Harrison, on the east side of Harrison Road between Goddard and Northline. The property is zoned M-1, with all the surrounding properties also zoned M-1, except for a portion of the property across the street which was airport property.



PLANNING COMMISSION SUMMARY REPORT

Issued by the City of Romulus Planning Department
12600 Wayne Road, Romulus MI 48174 Phone: (734) 955-4530

RZ-2021-002; **PMG SealMaster**
12/20/2021 Planning Commission Public Hearing

DATE: December 14, 2021

SUBJECT: RZ-2021-002; **PMG SealMaster**
Application dated 11/10/21

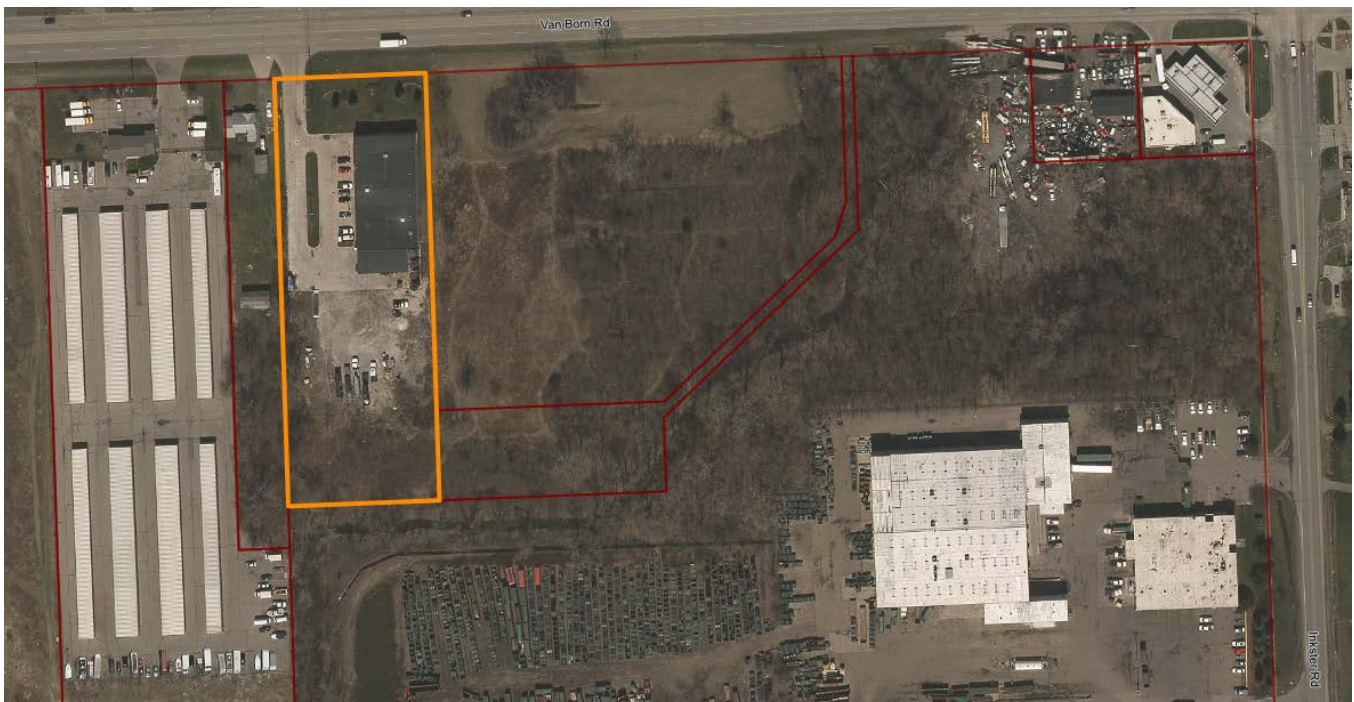
LOCATION: 27989 Van Born Road (DP# 80-001-99-0008-702)

REQUEST: To rezone 2.64 acres from M-1, Light Industrial to M-T, Industrial Transportation

APPLICANT: Glenn Shapiro, PMG, SealMaster
Eric Fazzini, CIB Planning

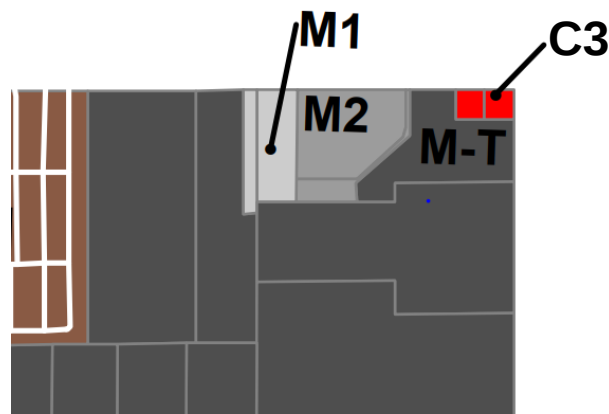
SITE INFORMATION/BACKGROUND

The 2.64-acre site is located on the south side of Van Born Road, west of Inkster Road. The property is rectangular in shape with 200 feet of frontage on Van Born. The site contains a 12,000 industrial warehouse building constructed in 1995 and previously used for fabrication and welding uses. It is was previously occupied by SealMaster (Laser Investments) which was purchased by PMG SealMaster, who are currently occupying and working through the city certification process.



EXISTING LAND USE, ZONING AND FUTURE LAND USE

	Existing Land Use	Zoning	Master Plan
Subject Site	PMG SealMaster – paving materials supplier	M-1, Light Industrial	Heavy Industrial/Trucking
North	City of Westland – Single-family Residential	City of Westland - CB-3: General Commercial Business	City of Westland - Community Commercial
South	Waste Management – storage yard	M-T, Industrial Transportation	Heavy Industrial/Trucking
East	Vacant	M-2, General Industrial	Heavy Industrial/Trucking
West	Nonconforming Single-Family Residential	M-1, Light Industrial	Multiple-Family Residential



Zoning



Future Land Use

PERMITTED AND SPECIAL LAND USES

The current zoning of the property, **M-1, Light Industrial District**, permits light industries, such as light manufacturing or processing of previously refined materials and other industrial uses that have no adverse impact upon neighboring districts along with certain commercial uses that provide supportive services to persons working within or visiting the district. Uses in this district have less impact on surrounding uses and generate less truck traffic than the industrial districts listed below. Therefore, limitations regarding the degree of noise, smoke, glare, odor, and vibration are placed upon such uses. It is intended that this district act as a transition between heavier industrial uses and residential or commercial areas. The form of development is intended to be 'industrial parks' with shared and coordinated design such as storm water management, circulation, and screening.

The **M-T, Industrial Transportation District** permits industries which are of a heavy manufacturing character and truck distribution facilities. The intent is to permit, with certain conditions, larger-scale trucking operations involving interstate and intrastate motor carriers in strategic locations close to complementary uses and other potentially high volume truck traffic areas with direct access to Interstate expressways. These uses often involve merchandise transported to a distribution facility where it is redistributed to other trucks for immediate shipment elsewhere. It is also the intent to permit, with certain conditions, areas for the transfer, treatment, storage, disposal or recycling of trash, refuse and other liquid or solid wastes.

While many uses are allowed in both districts, uses in the proposed M-T, Industrial Transportation District differ from the current M-1, Light Industrial District as follows:

Permitted Principal Uses M-1 District	Permitted Principal Uses M-T District
• Places of worship • Hospitals and 24-hour urgent care centers • Therapy and rehabilitation centers • Flea markets and resale shops within a completely enclosed building • Retail sales of home improvement supplies • Central dry-cleaning plants and laundries • Groundsheet advertisements • Equipment sales, rental and repair without outdoor storage • Personal service establishments • Vehicle fueling (gas) station • Private service clubs, fraternal organizations, lodge and union halls • Banquet halls and entertainment establishments	• Vehicle and truck dismantling, wrecking, recycling and sale of used vehicle and truck parts • Truck, trailer, and construction vehicle and equipment dealerships (new or used) including sales, rentals or leasing • Truck and trailer repair (major) facility • Truck dismantling, wrecking, recycling and sale of used truck parts • Truck washes as a principal use • Truck driving schools • Truck terminals • Assembling and/or manufacture of automobiles and automobile bodies, trucks, engines, batteries, corrosive acid, or alkali, cement, lime, gypsum or plaster of Paris • Blast furnace, steel furnace, blooming or rolling mill; smelting of copper, iron or zinc ore • Breweries and distilleries • Manufacture, assembling, compounding, fabrication or packaging of products from previously prepared materials great than 80,000 SF • Painting, sheet metal and welding shops, metal and plastic injection and blow molding and extrusion shops • Production, refining, storage of petroleum and other flammable, or combustible materials • Contractor and equipment outdoor storage yards • Yard waste composting • Non-hazardous materials outdoor recycling • Non-hazardous materials recycling within an enclosed building • Airport equipment storage yards

Subject Land Uses M-1 District	Special Land Uses M-T District
• Groundsheet advertisements • Shelters and social assistance centers • Substance abuse rehabilitation centers • Groundsheet advertisements • Manufacture, assembling, compounding, fabrication or packaging of products from previously prepared materials; distribution facilities; tool and dye machine shops greater than 80,000 SF • Contractor and equipment outdoor storage yards • Yard waste composting	• Processing and refining of animal products • Long-term parking facilities (park-and-fly, vehicle storage) • Truck stops • Vehicle and truck auction facilities • Vehicle impound facilities and towing storage yards • Outdoor drive-in theaters • Asphalt, concrete or mixing batch plants and crushing operations • Deep well injection of hazardous or non-hazardous wastes • Incineration of garbage or refuse, when constructed within an approved incinerator plant • Junk yards and salvage yards • Hazardous waste recycling, incineration, treatment, transfer, storage or disposal • Non-hazardous waste transfer stations, treatment, storage or disposal facilities • Sludge composting

REZONING REVIEW PROCESS

Rezoning is subject to the standards of *Article 23, Amendments to Ordinance* of the Zoning Ordinance. After review at a public hearing, the Planning Commission makes a recommendation on the amendment to the Zoning Map (rezoning) to the City Council.

REVIEW COMMENTS

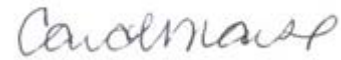
The rezoning request was reviewed based on the criteria found in *Section 23.04(a) Criteria for amendment of the Zoning Map (rezoning) of the Zoning Ordinance* as discussed in the OHM report.

SUMMARY

Based on the above analysis, we recommend that the Planning Commission recommend to the City Council approval of the request to rezone 27989 Van Born Rd. from M-1, Light Industrial to M-T, Industrial Transportation since it meets the following rezoning standards:

1. The proposed rezoning request is consistent with the Master Plan Future Land Use designation of Heavy Industry/Trucking.
2. Development under current zoning is impractical as the site is already developed with an M-T use.
3. While the size of the site would not be able to accommodate many of the uses allowed in the M-T District, the site is appropriate for the existing use and associated development.
4. Infrastructure and public services are available to support uses permitted in the M-T zoning district.

5. Traffic impacts can be accommodated and due to the limited area of the property, traffic created will be significantly less than other sites in the same zoning district.
6. There is apparent public need for M-T uses since much of the property zoned for heavy industrial/trucking uses in the City is developed.
7. The rezoning to M-T will meet the basic intent and purpose of the Zoning Ordinance as the current development and use are more appropriate for the M-T District.
8. The rezoning is compatible with the uses and zoning of the surrounding properties.



Carol Maise, City Planner



December 2, 2021

City of Romulus Planning Commission
c/o Carol Maise, City Planner
City of Romulus Planning Department
12600 S. Wayne Road
Romulus, Michigan 48174

Re: PMG Seal Master (RZ-2021-002)
Rezoning Review – Seal Master
Rezoning Application Date: October 28, 2021
OHM Job No. 0155-21-1260

Dear Planning Commissioners:

At your request, we have reviewed the above application from Seal Master to rezone 2.64 acres of property from M-1: Light Industrial to M-T: Industrial Transportation. The property is located at 27989 Van Born Road (DP#80-001-99-0008-702) in the northeast corner of Section 6 and is currently being used as a Seal Master pavement maintenance facility.

Our comments are based on a review of the information submitted by the applicant in conformance with the City's Master Plan and Zoning Ordinance. In reaching a decision on the application, the Planning Commission should consider our comments along with those from other staff and consultants, relevant input from the public, additional information provided by the applicant, and your own feelings based on ordinance standards as part of your deliberation and recommendation to City Council.

BACKGROUND:

The site was initially constructed under the City's M-1 regulations, and the applicant intends to be able to use the site with few modifications and utilizing the existing, mature, landscape buffers. SealMaster currently operates from the existing facility as is and sells coatings, equipment, and tools associated with the pavement maintenance industry. Once the rezoning is approved, they plan to apply for site plan approval to construct bulk tanks of approximately 10,000 gallons each to be able to blend materials on site.

The site currently hosts a building approximately 12,000-sf; a 2,050-sf attached overhang storage area; a concrete parking area for 13 vehicles, and an additional concrete and gravel areas to the rear of the building used for related storage.

LOCATION AND DESCRIPTION:

This site is located near the southwest corner of Inkster and Van Born Roads. It is one of two properties currently zoned M-1 in the surrounding area; it is surrounded by M-T zoned properties except for two properties zoned M-2 immediately to the east.

The Ecorse River runs through the property immediately south of the site. The site and surrounding areas are located within floodway and flood area zones as established by the Flood Insurance Rate Map Number 26163C0240F, dated December 3, 2013, as shown on the plans submitted by the applicant. Almost all the area within these flood zones is on the south third of the parcel, with a minimal amount of the land east of the existing building lying within Flood Area Zone X. None of the proposed work identified would lie within these zones.



EXISTING LAND USE, ZONING, AND FUTURE LAND USE

	Existing Land Use	Zoning	Master Plan
Subject Site	Light Industrial	M-1	Heavy Industrial/Trucking
North	Residential	[Located within Westland boundaries]	
East	Vacant	M-2	Heavy Industrial/Trucking
South	Industrial Transportation	MT	Heavy Industrial/Trucking
West	Residential	MT	Multi-Family Residential

REZONING COMMENTS

Due to the nature of the material being mixed on site, City staff has indicated to the applicant that the property in question must be zoned M-T. This is due to the Zoning Ordinance which indicates any “production, refining, storage of petroleum and other flammable, or combustible materials” is only a permitted use in the M-T district.

It should be noted that **the applicant does not intend to produce, refine, or store petroleum on site**, but the asphalt maintenance products are petroleum-based.

Pursuant to the Zoning Ordinance, Section 23.04, the Planning Commission and the City Council shall consider the following criteria in making its findings, recommendations, and decisions:

1. Consistency with the goals, policies, and Future Land Use Map of the City of Romulus Master Plan, including all applicable subarea and corridor studies.
2. Whether development under current zoning is impractical or less reasonable than requested or other zoning district given factors such as development trends.
3. Capability of the site’s physical, geological, hydrological, and other environmental features to accommodate the host of potential uses allowed in the proposed zoning district based on the proposed concept plan.
4. Compatibility of all the potential uses allowed in the proposed zoning district with surrounding uses and zoning in terms of land suitability, impacts on the environment, noise, density, nature of use, traffic impacts, aesthetics, infrastructure, impact on ability to develop adjacent properties under existing zoning, and potential influence on property values.
5. Capacity of city infrastructure and services sufficient to accommodate the uses permitted in the requested district without compromising the health, safety, and welfare of the City.
6. The extent to which traffic impacts can be accommodated to maintain at least a Level of Service D by the existing road system or programmed improvement.
7. The apparent public need for the types of uses permitted in the requested zoning district in the City in relation to the amount of land in the City currently zoned to accommodate that need.
8. Compatibility with the basic intent and purpose of the Zoning Ordinance.

These factors are reviewed as follows:

1. Consistency with the goals, policies, and Future Land Use Map of the City of Romulus Master Plan, including all applicable subarea and corridor studies.

The Future Land Use Map labels the property as “Heavy Industrial/Trucking”. Heavy Industrial is intended for high impact uses, particularly truck distribution, storage, and manufacturing. Heavy Industrial should be located near major thoroughfares but separate from residential areas. There are no subarea or corridor studies applicable to the site.



The applicant is submitting a request to rezone the property in a manner that is consistent with the Master Plan and Future Land Use Map. The subject property fills a niche in that it must be re-zoned to M-T - Heavy Industrial to allow for the required materials on site but doesn't otherwise have the negative traits associated with other facilities of that use type. It will help create the buffer that is necessary between residential and industrial areas.

2. Whether development under current zoning is impractical or less reasonable than requested or other zoning district given factors such as development trends.

Development under current zoning is impractical as the site is already developed. Rezoning the property as requested would allow the new owner to operate within compliance of City ordinances.

The adjacent parcel west of the subject property is currently zoned M-T, has an existing single-family home on site, and is projected to be zoned multi-family residential by the Future Land Use Map. Properties north of the site (although they are in the City of Westland) are zoned as residential and have existing homes. A nearby site to the west is a self-storage building which is not likely to be redeveloped but also adds to the buffer zone.

3. Capability of the site's physical, geological, hydrological, and other environmental features to accommodate the host of potential uses allowed in the proposed zoning district based on the proposed concept plan.

Due to the site's location within a flood zone and smaller parcel size, it would not be feasible to develop the entire property. Most Heavy Industrial buildings are larger in nature which would restrict the number of potential developers. The addition of the adjacent residential property would help this endeavor but not likely found as favorable by the neighboring residents. The addition of the property immediately to the east (which is currently vacant) would create a large enough parcel to develop a more typical industrial use building.

The development of the site has few usable tenants without significant development to the building and/or site. That being the case, if the applicant were to sell or lease the property to another company, the City would be able to review the new use for compliance with the Zoning Ordinance prior to occupancy.

4. Compatibility of all the potential uses allowed in the proposed zoning district with surrounding uses and zoning in terms of land suitability, impacts on the environment, noise, density, nature of use, traffic impacts, aesthetics, infrastructure, impact on ability to develop adjacent properties under existing zoning, and potential influence on property values.

Other uses allowed in the M-T district are typically heavy manufacturing and truck distribution. The intent of the district allows for larger-scale buildings in areas which have nearby access to Interstate expressways. These use cases lend themselves to high traffic volumes of truck-trailers and other larger vehicles. All these factors combined normally create an undesirable environment to residential neighborhoods including loud noises, smoke/smog generation, heavy traffic density, etc.

The proposed use of this site would not generate as many of these undesirable conditions as a typical building in this zoning district would. It is not expected to generate as much traffic as other typical Heavy Industrial zoned properties as the applicant will only have three truck wells for loading and most vehicles used for distribution would be standard pickup trucks and similar contractor vehicles; this greatly reduces the amount of noise and fumes. The processes employed by the applicant does not involve heat, does not create excessive dust, and there is a relatively low impact on the neighboring community. All mixing occurs indoors, and no air emissions or wastewater discharge are associated with this process. No major impact on the surrounding infrastructure is expected as the applicant has been utilizing the property in the same manner as proposed without any significant changes. There would be little or no potential impact on property values as the site is already developed and in use.



5. Capacity of city infrastructure and services sufficient to accommodate the uses permitted in the requested district without compromising the health, safety, and welfare of the City.

The infrastructure and services of the City is sufficient to accommodate the uses permitted in the district without compromising the health, safety, and welfare of the City. It has been developed and updated in a way to accommodate these uses for other surrounding industrial buildings. No major impact on the surrounding infrastructure is expected as the applicant has been utilizing the property in the same manner as proposed without any significant changes.

6. The extent to which traffic impacts can be accommodated to maintain at least a Level of Service D by the existing road system or programmed improvement.

The subject property is located on Van Born Road, which is under the Wayne County jurisdiction and classified as a “county road”. It is classified as a primary arterial road per the Master Plan. Vehicles exiting the site would have an easily accessible route to I-94 via Inkster, Van Born, and Middlebelt Roads. As previously stated, traffic created by this site would be significantly less than other sites in the same zoning district. Many vehicles accessing the site for product delivery or pick-up would be smaller vehicles such as pickup trucks or construction vehicles that would pose less of an impact on the existing road system.

7. The apparent public need for the types of uses permitted in the requested zoning district in the City in relation to the amount of land in the City currently zoned to accommodate that need.

The apparent public need for the types of uses permitted in the requested zoning district is in relation to the amount of land in the City currently zoned to accommodate that need is above average. Most of the areas zoned for heavy industrial use are currently developed and are already zoned appropriately.

The proposed use of the applicant fills a larger public need for a buffer area between zoning districts. As the site itself is on the smaller side compared to most industrial sites, it lends itself to providing this buffer.

8. Compatibility with the basic intent and purpose of the Zoning Ordinance.

Overall, the basic intent and purpose of the Zoning Ordinance is met and exceeded with the rezoning of this parcel. It will bring the site more closely into compliance with ordinances without causing harm to the neighboring areas or driving down property values. It would create a variance of scale not typically found in heavily industrial zoned areas.

CONCLUSION

We recommend approval of the rezoning from M-1 to M-T for the following reasons:

1. The rezoning is compatible with the Future Land Use Map.
2. The rezoning would be compatible with the adjacent zone districts and land uses.
3. The rezoning is compatible with the goals and objectives listed in the Master Plan.
4. The rezoning can be supported by the existing infrastructure in place, including roads and utilities.

Should you have any questions concerning this matter, please do not hesitate to contact our office. I can be reached by phone at (734) 466-4457 or by email at Lindsey.Hakala@OHM-Advisors.com.

Sincerely,

OHM Advisors

Lindsey Hakala, P.E.

cc: Kristi Hooper, Department of Public Works, City of Romulus
Roberto Scappaticci, Director, Department of Public Works
Dave Allison, Chief of Fire Prevention, City of Romulus



City of Romulus Rezoning Application

Planning Department 12600 Wayne Road, Romulus MI 48174 Phone: (734) 955-4530 Fax (734) 941-5842
www.romulusgov.com

Project Name: PMG SealMaster

Current Zoning: M-1

Requested Zoning: M-T

Property Address: 27989 Van Born Road
Parcel ID#s: 80001990008702

The property is located on the NORTH/SOUTH/EAST/WEST side
of (SOUTH) Van Born Road; between
Inkster Road and Admiral (Street) Road.

Total Gross Acres: 2.64

Existing Use of Property: SealMaster pavement maintenance franchise

Project Information: This Section to be completed by City

Case Number: RZ-2021-002

Date Submitted: 5/19/2021

Planning Fee: \$700.00; + Consultant Escrow: \$800

Traffic Study Initial Review Fee: \$1000.00 (if applicable)

Total Fee*: \$1700

Public Hearing Date: 12/20/2021

Public Hearing Publish Date: (12/2/2021)

Applicant Information:

Name: PMGSM MI LLC

Street: 27989 Van Born Road

City: Romulus

State: MI Zip: 48174

Phone: () 203-644-8755

E-mail Address: glenns@pmg-sm.com

Property Owner Information:

Name: PMGSM MI LLC

Street: 1855 Lindberg St Ste 500

City: Charlotte

State: NC Zip: 28208

Phone: () 203-644-8755

E-mail Address: glenns@pmg-sm.com

Project Description:

Existing Zoning: M-1, Light Industrial

Future Land Use Designation: Heavy Industrial/Trucking

Proposed Zoning: M-T, Industrial Transportation

Brief Description of Rezoning Proposal: To permit an existing business
involved in the production, storage, and distribution of petroleum-based materials

Traffic Analysis:

- Is the project expected to have 50 or more peak hour directional trips per day? YES x NO
- Is the project expected to have 500 or more vehicle trips per day? YES x NO

If YES answered above a Traffic Impact Analysis Study consistent with Section 23.02 (3) must be submitted with application and the required review fee.

Attachment Checklist:

Application information per Section 23.02 of the Zoning Ordinance must be provided at the time of submittal. Ten (10) copies are required for initial administrative (ARC) review; additional/revised copies will be required for Planning Commission and City Council review

☒	Signed and notarized rezoning application	☒	Legal Description copied on plans for entire area of rezoning
☒	Proof of ownership; statement of applicant's interest in subject property	☒	Written description of environmental characteristics of the site prior to development and following development (may also use aerial photo of site to accompany written analysis)
☒	Written Justification for Rezoning on plans or as written attachment	☒	Site illustration of the maximum development permitted under current zoning
☒	Site analysis plan or aerial photograph at a scale not less than 1"=100'; illustrating existing conditions on the site and adjacent properties within 200 feet.	☒	Conceptual plan at a scale not less than 1"=100', demonstrating that the site could be developed with representative uses permitted in proposed rezoning
		<u>N/A</u>	Traffic Analysis if criteria met.

Applicant Acknowledgements: The applicant must acknowledge the following by initialing each statement.

- The applicant understands that the Planning Department shall schedule the Public Hearing date only after the application is found substantially complete and the proper sign and staking of the property is confirmed. (Signature) Applicant Initial
- Applicant is required to obtain a temporary sign permit from the Building Department prior to placement of the sign on site.
- Applicant is required to submit a copy of the temporary sign permit to the Planning Department and notifying the Planning Department that the required sign has been installed and is ready for site inspection. (Signature) Applicant Initial
- Applicant is required to remove temporary sign from property within three (3) days following the public hearing by the Planning Commission. (Signature) Applicant Initial
- The applicant or the designated representative must be present at all meetings or the request may be tabled or no action taken due to lack of representation. (Signature) Applicant Initial

Justification for Rezoning: Please address how the requested rezoning meets the following criteria:

1. *The requested rezoning is consistent with the goals, policies and Future Land Use Map of the City of Romulus Master Plan, including all applicable sub area and corridor studies. If conditions have changed since the Master Plan was adopted, explain how the requested rezoning is consistent with recent development trends in the area.*

See Attachment A

2. *Explain how development under the current zoning is impractical or less reasonable than the requested zoning or other zoning districts given factors such as demand v. supply, development trends, and other factors.*

See Attachment A

3. *Are the sites's physical, geological, hydrological, and other environmental features capable of accommodating the potential uses allowed in the proposed zoning district based on the proposed concept plan.*

See Attachment A

4. *Are all the potential uses allowed in the proposed zoning district compatible with surrounding uses and zoning in terms of land suitability, impacts on the environment, noise density, nature or use, traffic impacts, aesthetics, infrastructure, impact on ability to develop adjacent properties under existing zoning, and potential influence on property values.*

See Attachment A

5. *Are the capacities of the City infrastructure and services sufficient to accommodate the uses permitted in the requested district without compromising the "health, safety, and welfare" of the City.*

See Attachment A

6. *Explain the extent to which traffic impacts can be accommodated to maintain at least a level of service D by the existing road system or programmed improvement.*

See Attachment A

7. *Explain the apparent public demand for the types of uses permitted in the requested zoning district in the City in relation to the amount of land in the City currently zoned to accommodate the demand.*

See Attachment A

8. *Explain how the requested rezoning is compatible with the basic intent and purpose of the Zoning Ordinance.*

See Attachment A

Affidavit of Petitioner:

I, the undersigned petitioner, being duly sworn, depose and say that the statements and information submitted are true and correct to the best of his/her knowledge, information and belief, further that s/he is authorized to submit this petition. I further acknowledge that the City and its employees shall not be held liable for any claims that arise as a result of acceptance, processing, or approval of this rezoning application. I also understand that by signing this application I authorize City staff and/or its representatives to conduct visits to the subject property and allow for reasonable access to the property.

Glenn A. Shapiro
Print Applicant Name

10/28/21
Date

Glenn A. Shapiro
Print Property Owners Name

10/28/21
Date

[Signature]
Signature of Applicant

10/28/21
Date

[Signature]
Signature of Property Owner

10/28/21
Date

Notary for Applicant:

Subscribed and sworn before me, this 28 day
of October, 2021. A Notary Public in and for
Wayne County, Michigan

[Signature]
(Signature)
Notary Public

My Commission expires 2-1-, 2025.

Notary for Property Owner:

Subscribed and sworn before me, this 28 day
of October, 2021. A Notary Public in and for
Wayne County, Michigan

[Signature]
(Signature)
Notary Public

My Commission expires 2-1-, 2025.

* Note that in accordance with the City of Romulus Fee Schedule adopted 7-1-2014, additional fees for conditional rezoning and cost of consultant services may be applicable.

RONALD WITTEN JR
NOTARY PUBLIC, STATE OF MI
COUNTY OF WAYNE
MY COMMISSION EXPIRES Feb 1, 2025
ACTING IN COUNTY OF Wayne



720 JUL-23 PM 2:15

Bernard J. Youngblood
Wayne County Register of Deeds
2020192764 L: 55860 P: 1246
07/23/2020 02:15 PM DD Total Pages: 4



MICHIGAN REAL ESTATE TRANSFER TAX
Wayne County Tax Stamp #555882
07/23/2020

Receipt# 20-176494 L: 55860 P: 1246
State Tax: \$7500.00 County Tax: \$1100.00



COVENANT DEED

(Unplatted Land)

Drafted By:

Michael Laser, managing member
Laser Investments, LLC
27989 Van Born
Romulus, MI 48174

Return To:

PMG SM MI, LLC
27989 Van Born
Romulus, MI 48174

Send Tax Bills To:

PMG SM MI, LLC
27989 Van Born
Romulus, MI 48174

Recording Fee: \$ 24.60
File Number: 886128 -BH

State Transfer Tax: \$7,500.00
County Transfer Tax: \$1,100.00

Tax Parcel No.: 80-001-99-0008-702

THIS CONVEYANCE is made this July 1, 2020, BETWEEN **Laser Investments, LLC, a Michigan limited liability company**

whose address is 27989 Van Born, Romulus, MI 48174 Grantor, grants and conveys,

PMG SM MI, LLC, a Delaware limited liability company, whose address is 27989 Van Born Romulus MI 48174
Grantee

The Grantor, for and in consideration of the sum of

One million Dollars (\$1,000,000.00)

said sum having been paid by the Grantee, the receipt whereof is hereby confessed and acknowledged, all right title and interest in a certain parcel of land known and described as follows as situated in the City of **Romulus**, County of **Wayne**, State of Michigan, to wit:

(SEE ATTACHED EXHIBIT A)

More commonly known as: **27989 Van Born, Romulus, MI 48174** Subject To:

Existing building and use restrictions, easements of record, and zoning ordinances, if any.

If the property conveyed is unplatted, the following applies:

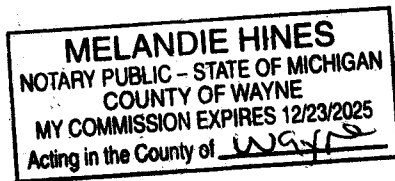
The grantor grants to the grantee the right to make _____ division(s) under section 108 of the land division act, Act No. 288 of the Public Acts of 1967. **(If no number is inserted, the right to make divisions stays with the portion of the parent tract retained by the grantor; if all of the parent tract is conveyed, then all division rights are granted.)** This property may be located within the vicinity of farmland or a farm operation. Generally accepted agricultural and management practices which may generate noise, dust, odors, and other associated conditions may be used and are protected by the Michigan Right to Farm Act.

Together with all and singular the hereditaments and appurtenances thereunto belonging or in anywise appertaining, and the reversion or reversions, remainder or remainders, rents, issues and profits thereof; and all the estate, right, title, interest, claim or demand whatsoever, of the Grantor, either in Law or Equity, of, in, and to the above bargained premises, with the said hereditaments and appurtenances; to have and to hold the premises as before described, with the appurtenances, unto the Grantee, their heirs and assigns, forever.

And the Grantor, for itself, its successors and assigns, does covenant, grant, bargain and agree to and with the Grantee, their heirs and assigns, that the Grantor, has not heretofore done, committed or wittingly or willingly suffered to be done or committed any act, matter, or thing whatsoever, whereby the premises hereby granted, or any part thereof, is, or shall or may be charged or encumbered in title, estate or otherwise howsoever.

Dated this 1 day of July, 2020.

Seller(s):



Laser Investments, LLC, a Michigan limited liability company

By: Michael Laser

Name: Michael Laser

Title: Managing Member

State of Michigan
County of Wayne

The foregoing instrument was acknowledged before me this this 1 day of July, 2020 by Michael Laser, Managing Member of Laser Investments, LLC, a Michigan limited liability company.

Melandie Hines

Notary Public:

Notary County/State: MI

County Acting In: Wayne

Commission Expires: 12-23-2025

(Attached to and becoming a part of Covenant Deed dated: between Laser Investments, LLC, a Michigan limited liability company, as Grantor(s) and PMG SM MI, LLC, a Delaware limited liability company, as Grantee(s).)

EXHIBIT A

Land situated in the City of Romulus, County of Wayne, State of Michigan, described as follows:

The West 200 feet of the North 625 feet of the Northeast 1/4 of the Northeast 1/4 of Section 1, Town 3 South, Range 9 East, City of Romulus, Wayne County, Michigan, EXCEPT the North 60 feet thereof.

Tax Parcel Number: 80-001-99-0008-702

c/k/a 27989 Van Born, Romulus MI

This is to certify that there are no delinquent property taxes owed to our office on this property for five years prior to the date of this instrument. No representation is made as to the status of any tax liens or titles owed to any other entities.

No: 12003 Van Born Not Examined
Date: 7/21/2025 WAYNE COUNTY TREASURER Clerk EDJ

Attachment A – Justification for Rezoning

Please address how the requested rezoning meets the following criteria:

1. The requested rezoning is consistent with the goals, policies and Future Land Use Map of the City of Romulus Master Plan, including all applicable sub area and corridor studies. If conditions have changed since the Master Plan was adopted, explain how the requested rezoning is consistent with recent development trends in the area.

- a. FLU Map. The proposed rezoning to the M-T, Industrial Transportation District, is consistent with the Master Plan Future Land Use Map and Zoning Plan. The Future Land Use Map designates the site as Heavy Industrial/Trucking. The Zoning Plan indicates that the Heavy Industrial/Trucking designation corresponds with the M-T, Industrial Transportation District, which is the requested zoning district. The proposal is consistent with the Heavy Industrial/Trucking designation for the following reasons:
 - i. The Zoning Ordinance use term of “Production, refining, storage of petroleum and other flammable, or combustible materials” is only a permitted use in the M-T district, which is the requested zoning district. City staff have indicated that the existing use of the site as a SealMaster pavement maintenance franchise should be considered under this use term as SealMaster manufactures and distributes petroleum-based coatings for the pavement (asphalt) maintenance industry. SealMaster does not produce, refine, or store petroleum in its raw form, and SealMaster coatings are not flammable or combustible.
 - ii. The Heavy Industrial/Trucking designation states that “While general industrial uses would be allowed in this area, other high-impact transportation uses are allowed, including distribution centers...and petroleum production and storage...”. It should be noted that while this designation aligns with the requested M-T district, SealMaster is not a high-impact transportation use and generates significantly less traffic than other more-impactful uses permitted under this designation and in the M-T district. The proposal would have a lesser impact on the transportation network than the multiple freight operations located within the M-T district to the southeast of the site along Inkster Road (UPS, ABF, Autobahn). This lesser impact is because the SealMaster site and building are relatively small compared to the freight operations noted, and minimal truck wells or loading areas are necessary for SealMaster’s operations as materials are distributed one to three vehicles at a time, rather than other freight operations which have numerous vehicles on-site. Lastly, most vehicles that are used to distribute materials from the site are standard pickup trucks or similar contractor vehicles, rather than semi-tractors that are necessary for freight distribution facilities, asphalt batch plants (Ajax), or petroleum plants (Marathon) located to the south of I-94. The use of standard pickup trucks for distribution minimizes the impacts of traffic, noise, and fumes that are typical of semi-tractor-based industrial uses.

Based on the Master Plan, the M-T, Industrial Transportation, is a more appropriate zoning district for the site than the current M-1, Light Industrial District. The site is not subject to any sub area plans or corridor studies indicated on the Future Land Use Map.

- b. Land Use & Transportation Goals and Objectives.
 - i. L.U. Goal 1: “Create a diversified and balanced mixture of land uses that will support the economic vitality, tax base, and livability of the city.”
 - 1. The proposal is consistent with this goal as it would permit a unique business use (SealMaster) that has only one other franchise located in Metro Detroit. This would add to the variety of industrial uses located in the city, and the scale and limited impacts associated with the use would be fewer than other more-intense industrial and commercial uses located in the city. Additionally, the proposal would be the first step in addressing previous compliance issues with the site

Attachment A – Justification for Rezoning

Please address how the requested rezoning meets the following criteria:

caused by the prior property owner, and the rezoning, if approved, would eliminate a nonconforming use.

- ii. L.U. Goal 4: “Provide an organized pattern of various industrial land uses that is flexible for business development, properly minimizes negative impacts such as noise and truck traffic, is located away from residential areas, and reflects a quality image of the city.”

- 1. The proposal is consistent with this goal as it would consolidate the zoning of the site with the predominate M-T, Industrial Transportation, zoning that exists within the northeast quarter of this section. As M-T zoning is present to the west of the site along Van Born Road and to the south of the site extending to Beverly Road, the perimeter boundary of the M-T district in this area would be maintained and existing transitions or buffers to less-intense uses to the west and south of the M-T district would not be impacted.

- iii. Transportation Goal 1: “Provide a safe and efficient transportation system that provides accessibility to land uses, supports economic development and directs traffic to appropriate routes.”

- 1. The site’s location on Van Born Road ensures direct routing for truck traffic to Inkster Road, which is located 1,300 feet to the east. Middlebelt Road and Ecorse Road also provide primary or secondary truck traffic access to the west and south of the area. See 1.a.ii. on the previous page for additional traffic information.

- c. Design Goals and Objectives.

- i. Goal 1: “Improve the appearance and design quality of non-residential development in Romulus.” Goal 2: “Promote business development that is compatible with the character of Romulus.”

- 1. The site currently meets the Objectives listed for these two Goals as there is a mature landscape buffer, which includes evergreen trees and mounding, along the Van Born Road frontage which substantially screens the view of the building and site from the road. Additionally, existing vegetation surrounding the rear of the site effectively screens the site from view of adjacent properties. This existing landscaping coupled with the arrangement of site improvements being entirely to the side or rear of the building help to create an attractive and visually low-impact industrial site.
 - 2. The site meets all other Objectives of Goal 1 as the existing business sign along Van Born Road does not create a “cluttered view” as it is small and screened with landscaping; the existing building is of a high-quality design as it was constructed to have the appearance of split-faced concrete masonry units, which is a durable building material; and a sidewalk is present along Van Born Road, as well as an internal walkway is provided from the parking area to the building entrances located on the same side of the building.

- 2. **Explain how development under the current zoning is impractical or less reasonable than the requested zoning or other zoning districts given factors such as demand v. supply, development trends, and other factors.**

- a. The Zoning Ordinance use term of “Production, refining, storage of petroleum and other flammable, or combustible materials” is only a permitted use in the M-T district, which is the requested zoning district. City staff have indicated that the existing use of the site as a SealMaster pavement maintenance franchise should be considered under this use term. While SealMaster does not actually produce, refine, or store petroleum on the site, city staff have indicated that

Attachment A – Justification for Rezoning

Please address how the requested rezoning meets the following criteria:

because asphalt maintenance products are petroleum-based, this is the closest use term that should be applied to SealMaster. With this guidance, M-T district zoning has been requested as the most straightforward route to permitting this unique use, rather than pursuing Zoning Ordinance amendments or a use determination to permit a pavement maintenance facility in the M-1, Light Industrial District, which the Zoning Ordinance does not specifically address as a use.

- b. Additionally, SealMaster’s ability to operate on a site that was previously developed under the M-1 district standards for a different use supports the fact that SealMaster is a low impact or light industrial use as minimal site and building improvements were required from the previous use. Should this rezoning proposal be successful, a site plan review application will immediately be submitted to address any discrepancies with how the site was previously developed and any existing or future improvements SealMaster may require to remain a viable use at this location.

3. Are the site’s physical, geological, hydrological, and other environmental features capable of accommodating the potential uses allowed in the proposed zoning district based on the proposed concept plan.

- a. As SealMaster’s coating manufacturing process does not involve heat, does not create fugitive dust, and occurs entirely indoors in an enclosed manner, there is a relatively low impact from SealMaster’s operations compared to other more intense industrial uses permitted in the M-T district. Additionally, no air emissions or wastewater discharge are associated with the SealMaster manufacturing process, and no existing or proposed outdoor functions would require specialized waste or storm water management to prevent environmental impacts.
- b. The below table indicates 20 uses that are permissible in the proposed M-T district that are not permissible in the M-1 district. As provided in the Zoning Ordinance Statement of Purpose for Industrial Districts, the M-T district “permits industries which are of a heavy manufacturing character and truck distribution facilities”, with an emphasis on large-scale trucking, distribution, and transfer operations. As can be seen in the table, the M-T district also serves to house the most-intense industrial uses in the city, such as “vehicle impound facilities and towing storage yards”, which can have a high visual impact due to their outdoor operations.

Use	M-1	M-2	M-T
Animal/Agriculture			
Processing and refining of animal products		SLU	SLU
Vehicle and Truck Repair, Service and Parking			
Long-term parking facilities			SLU
Vehicle and truck auction facilities			SLU
Vehicle and truck dismantling, wrecking, recycling and sale of used vehicle and truck parts			P
Truck, trailer, and construction vehicle and equipment dealerships		P	P
Truck and trailer repair (major) facility		P	P
Truck dismantling, wrecking, recycling and sale of used truck parts			P
Truck stops			SLU
Truck washes as a principal use			P
Vehicle impound facilities and towing storage yards			SLU
Recreation/Leisure/Entertainment			
Outdoor drive-in theatres		SLU	SLU
Industrial Manufacturing			
Assembling and/or manufacture of automobiles and automobile bodies, trucks, engines, batteries, corrosive acid, or alkali, cement, lime, gypsum or plaster of Paris		P	P
Blast furnace, steel furnace, blooming or rolling mill, smelting of copper, iron or zinc ore		P	P

Attachment A – Justification for Rezoning

Please address how the requested rezoning meets the following criteria:

Breweries and distilleries		P	P
Painting, sheet metal and welding shops, metal and plastic injection and blow molding and extrusion shops		P	P
Production, refining, storage of petroleum and other flammable, or combustible materials			P
Construction Contractors/Supplies			
Asphalt, concrete or mixing batch plants and crushing operations			SLU
Transportation and Warehousing			
Railroad transfer and storage tracks and railroad terminals		P	P
Truck driving schools			P
Truck terminals			P

- c. Given the large range of uses allowed in the M-T district, a singular concept plan could not be created that would realistically depict the layout of every use allowed in the district under the same plan. However, with the site's relatively small area and as it was previously developed under M-1 district standards, the city should be assured that other potential uses allowed on the site would be limited to SealMaster or other similar small-scale industrial operations with minimal impacts. Should SealMaster vacate the site in the future and a new use is proposed that is determined to be more intense or require an expansion, site plan review, and potentially special land use review, would be required which would permit the city to determine if the improvements required for the new use are in compliance with the Zoning Ordinance. Therefore, the site's features would accommodate the potential uses allowed in the M-T district subject to compliance with district standards and the full Zoning Ordinance being verified as part of site plan review.

4. Are all the potential uses allowed in the proposed zoning district compatible with surrounding uses and zoning in terms of land suitability, impacts on the environment, noise, density, nature or use, traffic impacts, aesthetics, infrastructure, impact on ability to develop adjacent properties under existing zoning, and potential influence on property values.

- a. As the M-T district is the predominate zoning that exists within the northeast quarter of this section, extending to the west of the site along Van Born Road and to the south of the site to Beverly Road, potential uses that would be allowed on the site under M-T zoning would be compatible with surrounding that are currently permitted the same M-T uses.
- b. The site immediately to the east of SealMaster is the only adjacent site that is not currently zoned M-T. The site is undeveloped at 5.95 acres zoned M-2, General Industrial, which permits more intense industrial uses than the M-1 district and several uses that are permitted in both the M-2 and M-T districts. It is unclear why this property has been unable to be developed under it's existing M-2 zoning. Google Street View images indicate that it has been advertised for lease since at least 2007. Should this site be developed in the future, we are not aware of any impacts related to the SealMaster site or operations that would impact the ability of this vacant site to develop.

5. Are the capacities of the City infrastructure and services sufficient to accommodate the uses permitted in the requested district without compromising the "health, safety, and welfare" of the City.

- a. SealMaster's operations do not impose any special impacts on city infrastructure and services that would compromise the city. As stated in previous sections, SealMaster does not produce, refine, or store petroleum in its raw form, and SealMaster coatings are not flammable or combustible. As SealMaster's coating manufacturing process does not involve heat, does not create fugitive dust, and occurs entirely indoors in an enclosed manner, there is a relatively low impact compared to other more intense industrial uses permitted in the M-T district. Additionally, no air emissions or wastewater discharge are associated with the SealMaster manufacturing process, and no

Attachment A – Justification for Rezoning

Please address how the requested rezoning meets the following criteria:

existing or proposed outdoor functions would require specialized waste or storm water management to prevent environmental impacts.

- b. In our review of City Building, Fire, and Planning Department records, dating back to 2012, we found no comments related to city infrastructure and services being insufficient to accommodate previous industrial uses of the site. As city departments have been aware that SealMaster has been operating at the site as a nonconforming use with no record of negative impacts to city infrastructure and services, we have no reason to believe that city infrastructure or services would be affected in any new way that would compromise the city as the site is developed.
- c. As part of the required site plan review process which would follow this rezoning if approved, city departments would have an additional opportunity to review existing site improvements related to any potential impacts to city infrastructure and services. We will gladly work with city departments in charge of infrastructure and services during the site plan review process to address any concerns they may have once detailed site plans are provided for review.

6. Explain the extent to which traffic impacts can be accommodated to maintain at least a level of service D by the existing road system or programmed improvement.

- a. As indicated on the rezoning application, the proposal is not expected to have 50 or more peak hour direction trips per day and is also not expected to have 500 or more vehicle trips per day. Therefore, a Traffic Impact Analysis Study is not required by the Zoning Ordinance. As SealMaster is currently operating from the site and minimal future site improvements are proposed as indicated on the site plan, no additional traffic impacts are anticipated to the current level of service of Van Born Road west of Inkster Road. We are not aware of any recent Traffic Impact Analysis Studies that have occurred in this area that would provide the current LOS rating.

7. Explain the apparent public demand for the types of uses permitted in the requested zoning district in the City in relation to the amount of land in the City currently zoned to accommodate the demand.

- a. As shown on the Zoning Map, the entirety of M-T zoning in the city is within the boundary of Van Born Road to the north, Inkster Road to the east, Goddard Road to the south, and Middlebelt Road to the west.
 - i. The south portion of this area between I-94 to the north and Goddard Road to the south is substantially developed with heavy industrial uses permitted in the M-T district. Large-scale industrial buildings are present serving manufacturing, automotive, freight, and other operations. Nearly all buildings have a planned industrial park arrangement. Within this south area, there are only a handful of undeveloped infill parcels that could accommodate new development, and these are relatively small parcels compared to developed areas. As this south area appears to be nearing full buildout, there appears to be a high demand for M-T district uses in this area that may be reaching capacity.
 - ii. The north portion of this area between I-94 to the south and Van Born Road to the north does not have the same consistency of development that the south area has. There are fewer large-scale industrial buildings and outdoor storage is more apparent. Buildings with a planned industrial park arrangement are not as consistent within this area and are located within pockets of development that are not closely connected. While it may appear that this area has the ability to take in more demand for M-T district uses, there still may be only several parcels that could accommodate new development in their current state. While the south area is not fully built out, existing development patterns within this area, especially the large amount of outdoor storage uses, as well as proximity to the airport, site access, natural features, and other development constraints may be suppressing redevelopment within this area and the demand for new M-T district uses.

Attachment A – Justification for Rezoning

Please address how the requested rezoning meets the following criteria:

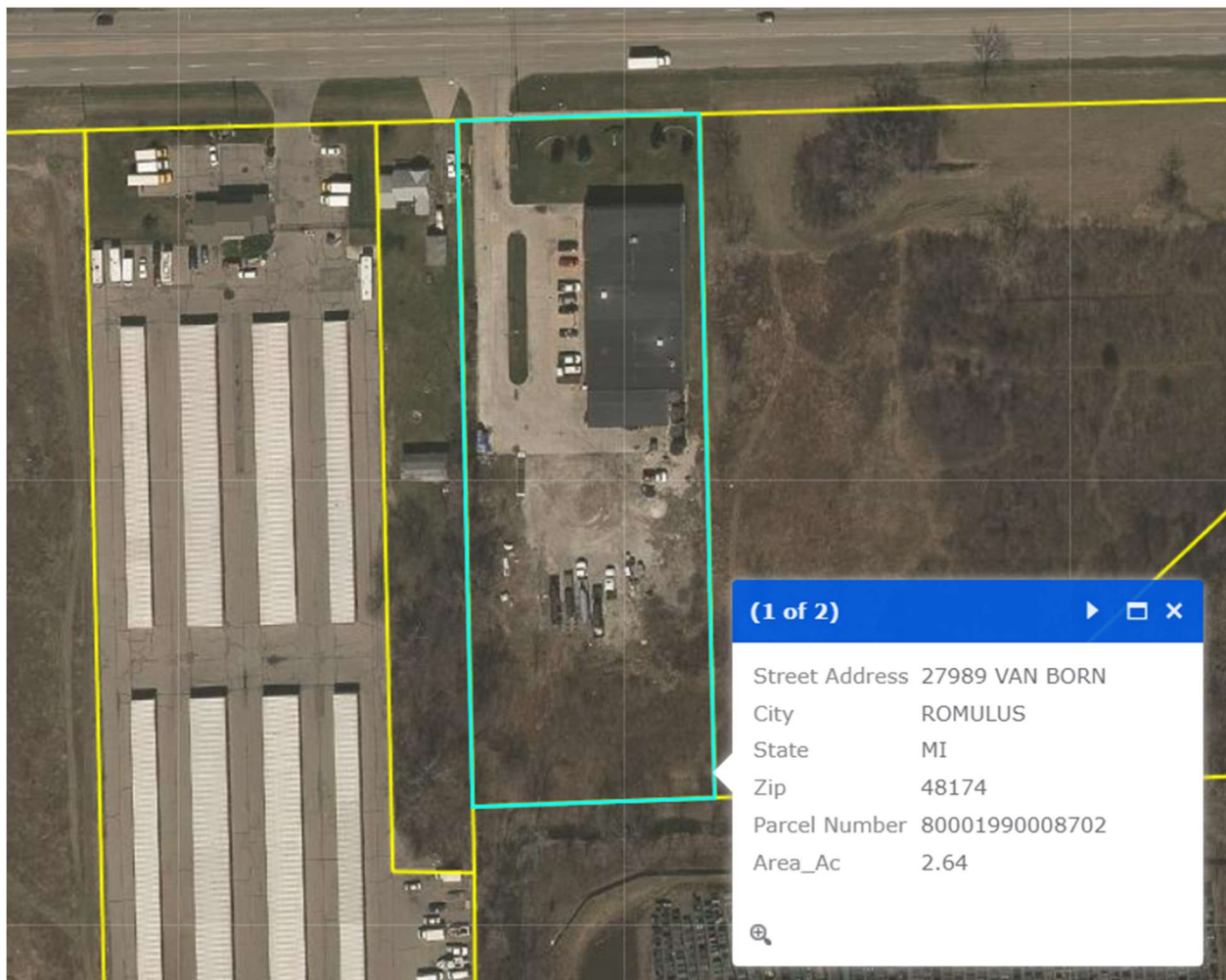
- 8. Explain how the requested rezoning is compatible with the basic intent and purpose of the Zoning Ordinance.**
- a. Zoning Ordinance Section 1.02 contains the purpose statement. The purpose statement briefly addresses goals or requirements of the Zoning Ordinance that are covered in detail later in the ordinance. The proposal is compatible with the purpose for the following reasons:
 - i. The proposed zoning district is consistent with the Master Plan Future Land Use Map and Zoning Plan, as well as Goals and Objectives for Land Use, Transportation, and Design.
 - ii. The perimeter boundary of the M-T district would be maintained and existing transitions or buffers to less-intense uses to the west and south would not be impacted.
 - iii. The proposal would permit a unique business use that has only one other franchise located in Metro Detroit. This would add to the variety of industrial uses located in the city at a small scale with limited impacts compared to other industrial uses.
 - iv. The site's location on Van Born Road ensures direct routing for truck traffic to Inkster Road, with Middlebelt Road and Ecorse Road also providing access through the city.
 - v. This existing landscaping coupled with the arrangement of site improvements being entirely to the side or rear of the building help to create an attractive and visually low-impact industrial site.
 - vi. SealMaster's ability to operate on a site that was previously developed under the M-1 district standards for a different use supports that SealMaster is a low impact or light industrial use as minimal site and building improvements were required in the transition from the previous use.

Attachment B – Environmental Characteristics

SealMaster's ability to operate on a site that was previously developed under the M-1 district standards for a different use supports that SealMaster is a low impact or light industrial use as minimal site and building improvements were required from the previous use. Should this rezoning proposal be successful, a site plan review application will immediately be submitted to address any discrepancies with how the site was previously developed and any existing or future improvements related to the Zoning Ordinance.

As the site was previously developed, there are minimal environmental features present. Where the site is developed, topography is flat. Small landscape berms are present at the front of the site along Van Born Road and the rear, no changes are proposed to these berms or the perimeter greenbelt. An inventory table of existing trees is provided on the Topographic Survey. All trees are located outside of the site's existing/proposed developed area within the perimeter greenbelt.

Floodplain areas are indicated through the rear of the site. No building, structural, or other site improvements are existing or proposed within this area. The only site improvements proposed are the addition of two 16-foot by 16-foot square concrete pads for a potential silo to support SealMaster's manufacturing process. These concrete pads and silos would be within the existing boundary of site improvements and would not encroach into the site's perimeter greenbelt or any Floodplain areas. Details on these proposed silos will be provided as part of the future site plan review application.



*aerial does not indicate existing boundary of rear outdoor storage area, refer to Topographic Survey

TAG	CODE	DBH	COMMON NAME	COND	NOTE
3377	ASH	8.5	Ash	POOR	
3378	POP	6	Poplar	POOR	X4
3379	OAK	8	Oak	FAIR	
3380	POP	7	Poplar	GOOD	
3381	OAK	14.5	Oak	POOR	
3382	MAPLE	9	Maple	GOOD	
3383	B	9	Basswood	GOOD	
3384	POP	17	Poplar	POOR	
3385	OAK	10	Oak	GOOD	
3386	B	19	Basswood	FAIR	
3387	B	11	Basswood	GOOD	
3388	B	9.5	Basswood	GOOD	
3389	B	9	Basswood	GOOD	
3390	MAPLE	14	Maple	POOR	
3391	E	10	American Elm	GOOD	
3392	POP	15	Poplar	GOOD	
3393	MUL	9	Mulberry	GOOD	X2
3394	WP	10	(Eastern) White Pine	GOOD	
3395	AS	3.5	Quaking Aspen	FAIR	X2
3396	BS	10.5	Blue Spruce	GOOD	
3397	RM	6.5	Red Maple	GOOD	
3398	SC	6.5	Scotch Pine	POOR	
3399	AS	7	Quaking Aspen	GOOD	
3400	BS	10	Blue Spruce	GOOD	

FLOODPLAIN:
(Per Flood Insurance Rate Map Number 26163C0240F, dated December 03, 2013)

BY GRAPHICAL PLOTTING, THE SITE LIES WITHIN:

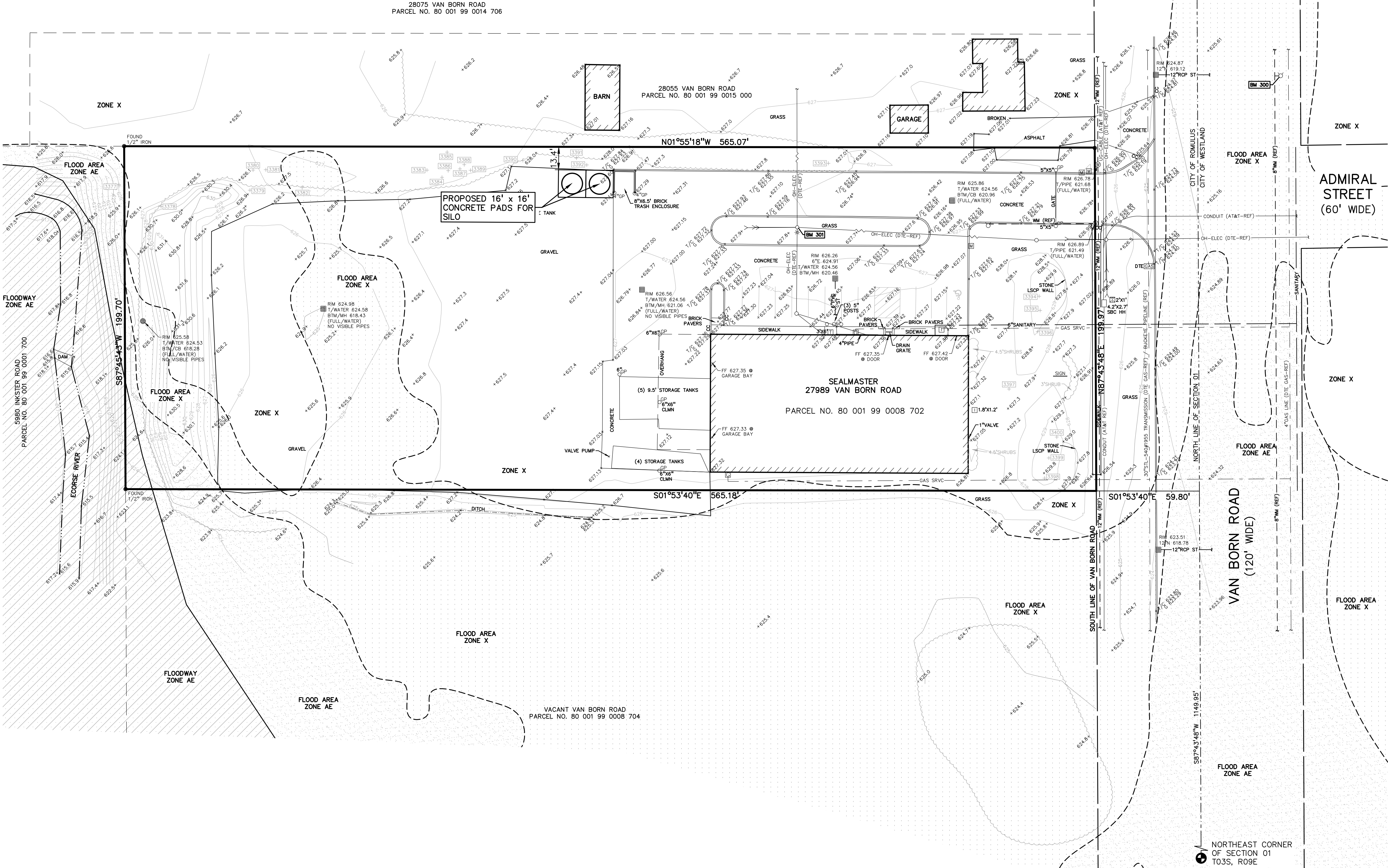
SPECIAL FLOOD HAZARD AREAS SUBJECT TO INUNDATION BY THE 1% ANNUAL CHANCE FLOOD
The 1% annual chance flood (100 year flood), also known as the base flood, is the flood that has a 1% chance of being equaled or exceeded in any given year. The Special Flood Hazard Area is the area subject to flooding by the 1% annual chance flood. Areas of Special Flood Hazard include Zones A, AE, AH, AO, AR, A99, V and VE. The Base Flood Elevation is the water-surface elevation of the 1% annual chance flood.

ZONE AE – Base Flood Elevations determined.

FLOODWAY AREAS IN ZONE AE
The floodway is the channel of stream plus any adjacent floodplain areas that must be kept free of encroachment so that the 1% annual chance flood can be carried without substantial increases in flood heights.

OTHER FLOOD AREAS
FLOOD AREA ZONE X – Area of 0.2% annual chance flood; areas of 1% annual chance flood with average depths of less than 1 foot or with drainage areas less than 1 square mile; and areas protected by levees from 1% annual chance flood.

OTHER AREAS
FLOOD AREA ZONE X – Area to be determined outside of the 0.2% annual chance floodplain.



LEGAL DESCRIPTION
PARCEL ID 80 001 99 0008 702
Land in the City of Romulus, Wayne County, Michigan, described as follows:
PT OF THE NE 1/4 OF NE 1/4 OF SEC 1 T3S R9E DESC AS W 200 FT OF N 625 FT EXC N 60 FT THEREOF 2.59 AC

BENCHMARKS
(GPS DERIVED – NAVD83)

BM #300
DUMPLE IN AN ARROW OF A HYDRANT LOCATED ON THE NORTH SIDE OF VAN BORN ROAD, ACROSS FROM THE ENTRANCE TO 28055 VAN BORN RD. ELEV. – 629.07

BM #301
BENCH TIE IN THE EAST FACE OF A POWER POLE LOCATED ON THE SOUTH SIDE OF VAN BORN ROAD, IN THE ISLAND WEST OF 27989 VAN BORN. ELEV. – 630.38

REFERENCE DRAWINGS

CABLE
AT&T MAPS A1 & A2, DATED 10/08/2021

ELECTRIC
DTE ELECTRIC FACILITY MAP: 274-280, DATED 10/20/2021

GAS
DTE GAS COMPANY MAP DATED 10/07/2021
BUCKEYE PIPELINE EMAIL DATED 10/07/2021

WATER MAIN
PROPOSED INDUSTRIAL BUILDINGS, WARREN MILL ENGINEERING, 11-B-A, DATED 3/28/1994, REV. 4/22/1994
WATER MAIN EXTENSIONS, WAYNE COUNTY METROPOLITAN WATER SUPPLY SYSTEM, 11-B, DATED 02/24/1999, AS-BUILT 1990

BASIS OF BEARINGS AS SHOWN HEREON ARE BASED ON MICHIGAN STATE PLANE, SOUTH ZONE DERIVED FROM GPS MEASUREMENTS.

LEGEND

EXISTING

IRON FOUND
IRON SET
NAIL FOUND
NAIL & CAP SET

BRASS PLUG SET
MONUMENT FOUND
MONUMENT SET

SEC. CORNER FOUND
RECORDED
MEASURED
CALCULATED

ELEC. PHONE OR CABLE TV D.H. LINE, POLE & GUY WIRE
UNDERGROUND CABLE TV, CATV PEDESTAL
TELEPHONE U.G. CABLE, PEDESTAL & MANHOLE
ELECTRIC U.G. CABLE, MANHOLE, METER & HANDHOLE
GAS MAIN VALVE & GAS LINE MARKER
WATERMAIN, HYD. GATE VALVE, TAPPING SLEEVE & VALVE
SANITARY SEWER, CLEANOUT & MANHOLE
STORM SEWER, CLEANOUT & MANHOLE
COMBINED SEWER & MANHOLE
SQUARE, ROUND & BEEHIVE CATCH BASIN, YARD DRAIN
POST INDICATOR VALVE
WATER VALVE BOX/HYDRANT VALVE BOX, SERVICE SHUTOFF
MAILBOX, TRANSFORMER, IRRIGATION CONTROL VALVE
UNIDENTIFIED STRUCTURE
SPOT ELEVATION
CONTOUR LINE
FENCE
GUARD RAIL
STREET LIGHT
SIGN

CONC.
ASPH.
GRAVEL

CONCRETE
ASPHALT
GRAVEL SHOULDER
WETLAND

PEA GROUP
t: 844.813.2949
www.peagroup.com

811
Know what's below.
Call before you dig.

CAUTION!!
THE LOCATIONS AND ELEVATIONS OF EXISTING UNDERGROUND UTILITIES AS SHOWN ON THIS DRAWING ARE ONLY APPROXIMATE. NO GUARANTEE IS EITHER EXPRESSED OR IMPLIED AS TO THE COMPLETENESS OR ACCURACY THEREOF. THE CONTRACTOR SHALL BE EXCLUSIVELY RESPONSIBLE FOR DETERMINING THE EXACT UTILITY LOCATIONS AND ELEVATIONS PRIOR TO THE START OF CONSTRUCTION.

CLIENT
GEM SEAL
3700 ARCO CORPORATE DR., SUITE 425
CHARLOTTE, NC 28273

PROJECT TITLE
GEM SEAL
27989 VAN BORN ROAD
CITY OF ROMULUS, WAYNE COUNTY, MICHIGAN

REVISIONS

1	
2	
3	
4	
5	
6	
7	
8	
9	
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ORIGINAL ISSUE DATE:
NOVEMBER 04, 2021

DRAWING TITLE
SITE PLAN

PEA JOB NO. 2021-0515
P.M. JPB
DN. GWC
DES. LKP
DRAWING NUMBER:



City of Romulus

Chairperson's Report, John Barden, Mayor Pro-Tem

Council Meeting Held: **February 7, 2022**

Item No. A.

General Description: Approval of the Chairperson's Report

Resolution No. _____

<i>Moved by:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Seconded by:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams

<i>Ayes:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Nays:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Abstain:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held:

February 7, 2022

Item No. A.

General Description: ITB 21/22-11 Four Year Contract for Water Billing, Assessment Notices & Tax Statements - Preparation, Printing & Mailing

Resolution No. _____

<i>Moved by:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Seconded by:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams

<i>Ayes:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Nays:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Abstain:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED

City of Romulus

INTEROFFICE MEMORANDUM

TO: The Honorable Romulus City Council
FROM: Mayor Robert A. McCraight
SUBJECT: ITB 21/22-11 Four Year Contract for Water Billing, Assessment
Notices & Tax Statements – Preparation, Printing & Mailing
Services
DATE: February 2, 2022

I concur with the recommendation of Stacy Paige, City Treasurer, Julie Albert, Financial Services Director, Maria Farris, Finance Director, and Gary Harris, Purchasing Director and respectfully request Council award bid ITB 21/22-11 to the most responsive and responsible bidder and authorize the Mayor and Clerk to enter into a four (4) year contract (ending of the 2025/2026 fiscal year) with Great Lake Graphics, Inc., for the printing, handling and mailing services needed for tax statements, assessment notices and water account billing for the City of Romulus Water & Assessment Departments and the Treasurer's Office on an as needed basis.

Under the terms of the solicitation documents, the contract can be extended by mutual written agreement of the parties for no more than three one year extensions.

Maria Farris, Finance Director, has verified funds for this acquisition have been budgeted for and are available in the Water, Sewer Fund, Water Department, Treasurer's Office and Assessor's Department, Expense accounts #592-590-730.000, 592-591-730.000, 592-591-728.000, 592-590-728.000, 101-253-810.000, 101-253-728.000, 101-257-810-000 & 101-257-728.000.

Motion by _____, supported by _____, to concur with the administration and award bid ITB 21/22-11 to the most responsive and responsible bidder and authorize the Mayor and Clerk to enter into a four (4) year contract (ending of the 2025/2026 fiscal year) with Great Lake Graphics, Inc., for the printing, handling and mailing services needed for tax statements, assessment notices and water account billing for the City of Romulus Water & Assessment Departments and the Treasurer's Office on an as needed basis.



MEMORANDUM

DATE: February 1, 2022
TO: Mayor Robert A. McCraight
FROM: Gary Harris, Purchasing Director
SUBJECT: ITB 21/22-11 FOUR YEAR CONTRACT FOR WATER BILLING, ASSESSMENT NOTICES & TAX STATEMENTS - PREPARATION, PRINTING & MAILING SERVICES

Bids were solicited to contract for the printing, handling and mailing services needed for tax statements, assessment notices and water account billing for the City of Romulus Water & Assessment Departments and the Treasurer's Office on an as needed basis.

In addition to being advertised in the 12/30/2021 issue of The Associated Newspaper Eagle, bid documents were made available to down load from the MITN Purchasing Group page of BidNet Direct at www.mitn.info. The MITN System notified 116 companies of the bid and of them, 31 companies downloaded the bid specifications and 6 companies were informed by email of the bidding opportunity (See Bidder's list attached).

On 1/20/2022, 5 bids were received and publicly opened.

If you concur with the recommendations of myself, the City Assessor Julie Albert, the Finance Director Maria Farris, and the City Treasurer, Stacy Paige please request Council to award the contract to the most responsive and most responsible company, and to request Council's permission for the Mayor and Clerk to enter into a contract to end in fiscal year 2025/2026 with Great Lakes Graphics, Inc..

Please be informed that under the terms of the solicitation documents, the contract can be extended by mutual written agreement of the parties for no more than three one year extensions.

Also, please note the lowest bidder One 2 One Communications was disqualified for not using a post office within the State of Michigan which the specifications clearly specify. The concern is the length of time it will take for residents to receive invoices and notices if being mailed from out of state.

Maria Farris, Finance Director has verified that funds for this acquisition have been budgeted for and are available in the Water, Sewer Fund, Water Department, Treasurer's Office and Assessor's Department, Expense Accounts, (592-590-730.000, 592-591-730.000, 592-591-728.000, 592-590-728.000, 101-253-810.000, 101-253-728.000, 101-257-810.000 & 101-257-728.000).

If I can be of any further assistance to you regarding this matter, please contact me.

Gary Harris,
Purchasing Director



MEMORANDUM

DATE: January 26, 2022

TO: Gary Harris, Purchasing Director

CC: n/a

FROM: Julie Albert, Director of Dept of Assessment & Financial Svcs

SUBJECT: ITB 21/22-11 – Four Year Contract for water billing, assessment notices, and tax statements – preparation, printing and mailing

I am in receipt of and have reviewed the tabulation sheet relative to the ITB referenced above. I have reviewed the pricing along with the ability to mail multiple notices in one envelope (postage savings).

The Department of Assessment is recommending presentation to City Council for approval to enter into a four year contract with Great Lakes Graphics. Funds have been budgeted in account number 101-257-810.000.

If you have any questions or concerns please call me at (734) 955-4520.

INTEROFFICE MEMORANDUM

TO: GARY HARRIS, PURCHASING
FROM: STACY PAIGE, CITY TREASURER
SUBJECT: RECOMMENDATION
DATE: FEBRUARY 7, 2022

After careful consideration of all bids, it is my recommendation to award the bid to the lowest and most qualified bidder, Great Lakes Graphics, Inc. ITB 21/21-11 Four Year Contract For Water Billing, Assessment Notices & Tax Statements – Preparation, Printing & Mailing Services with three (3) additional one-year renewal options upon mutual written agreement of the parties.



MEMORANDUM

DATE: January 26, 2022

TO: Gary Harris, Purchasing Director

FROM: MARIA FARRIS, Finance Director

SUBJECT: ITB 21/22-11 – Four Year Contract for water billing, assessment notices, and tax statements – preparation, printing and mailing

I am in receipt of and have reviewed the tabulation sheet relative to the ITB 21/22-11 referenced above.

The Department of Finance is recommending presentation to City Council for approval to enter into a four year contract with Great Lakes Graphics. Funds have been budgeted in accounts 592-590-730.000 & 592-591-730.000.

If you have any questions or concerns please call me at (734) 955-4566.

MINUTES OF ITB 21/22-11 Four Year Contract for Water Billing, Assessment Notices & Tax Statements - Preparation, Printing & Mailing Services

The public opening of the afore mentioned solicitation was held at 3:00 PM, in the Council Chambers at Romulus City Hall on Thursday, 1/20/2022.

The following were present for the opening:

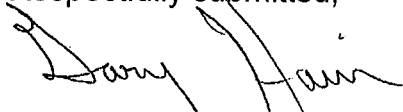
Gary Harris – Purchasing Director
Lynn A. Conway – Purchasing Advisor
David Grudzinski- Lasercom

5 sealed bids were received and publicly opened.

Great Lakes Graphics
Kent Communications
Lasercom
One2One Communications
Renkim

A copy of the tabulation sheet is attached.

Respectfully submitted,



Gary Harris,
Purchasing Director

I, Gary Harris, Purchasing Director for the City of Romulus, do hereby certify the foregoing to be a true copy of the minutes of ITB 21/22-11 held on 1/20/2022.



Gary Harris,
Purchasing Director

VENDOR LIST

ITB 21/22-11 Four Year Contract for Water Billing, Assessment Notices & Tax Statements - Preparation, Printing & Mailing Services

Great Lakes Graphics
209 E Washington Ave #355
Jackson MI 49201
orders@glgprint.com

IDS
747 E Whitcomb Ave
Madison Hts MI 48071
sales@ids.com
dsumner@doxim.com

Lasercom
2230 Elliot
Troy, MI
248 585 2800
dave@lasercomdata.com

Kent Communications Inc
3901 E Paris Ave SE
Grand Rapids MI 49512
Fax 616 957 3026
autumnH@kentcommunications.com

Wolverine Solutions Group
1601 Clay Avenue
Detroit, MI 48211-1913
sblue@wolverinemail.com

Renkim
pdeakin@renkim.com

ITB 21/21-11- - TABULATION SHEET
FOUR YEAR CONTRACT FOR WATER BILLING, ASSESSMENT NOTICES AND TAX STATEMENTS-PREPARATION,
PRINTING AND MAILING Page 1 of 3

COMPANY	One 2 One Communications, LLC DBA: One Source	Great Lakes Graphics, Inc.	Renkim	Kent Communications, Inc. (KCI)	Lasercom
Certified?	Yes	Yes	Yes	Yes	Yes
Att. I - Company's General Questionnaire and References	Yes (Answers Attached)	Yes	Yes	Yes	Yes
Att. V - Company's Statement of Qualifications	NO	NO	No	No	No
Att. V – Additional Reimbursable Charges	NO	NONE	No	No	No
Att. IV – Exceptions to Specifications	NONE	None	Yes	Yes	None
SECTION I – TAX STATEMENTS					
Unit cost All charges for the materials, processing, printing and sorting of one Tax Statement (-Mortgage) (including envelopes) per collection	\$0.10	\$0.08	\$0.1516	\$0.167	\$0.100
Cost for 3,700	\$370.00	\$296.00	\$560.92	\$617.90	\$370.00
Unit cost for All charges for the materials, processing, and printing and sorting of one Tax Statement (Non-Mortgage) (including envelopes) per collection	\$0.09	\$0.105	\$0.1744	\$0.201	\$0.125
Cost for 6,800	\$612.00	\$714.00	\$1,185.92	\$1,366.80	\$850.00
Any Additional Set-up, Printing, Sorting or Processing Charges	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00
Estimated Postage for mailing of all Non-Mortgage and Mortgage Tax Statements	Entered \$0.42 ea *\$4,410.00	\$4,410.00	\$4,473.00	Entered \$4,441.50 *\$4,864.50	Entered \$4,000.00 *\$4,899.00
((3,700+6,800)*postal unit rate)2 * TOTAL COST FOR ONE TAX SEASON BILLING- 11,500 x 2	Entered \$982.00– no postage *\$9,802.00	\$10,840.00	\$12,439.68	Entered \$6,526.20 *\$13,798.40 Includes \$100SU	Entered \$5,220.00 *\$12,238.00
TOTAL COST FOR Four TAX SEASON BILLINGS- 46,000	Entered \$3,928.00 *\$39,208.00	\$43,360.00	\$49,758.72	Entered \$26,104.80 *\$55,193.60 Includes \$400SU	\$ Entered \$20,880.00 * 48,952.00
# Of days required after receiving tax files from the City to deliver tax statements to a Michigan USPS?	3 Business Days	3 days	2 days	5 Business days	7 days
Will Tax Statements be sorted by property owner name and address with multiple statements mailed in one envelope?	YES	YES	No	No	YES
Have you printed Tax Statements for any City previously that utilizes the BS&A Tax module?	YES	YES	No	Yes	YES
YES Unit postage rate for the mailing of one single presorted Tax Statement when delivered to a Michigan USPS?	\$0.42	\$0.42	\$0.426	\$0.423	\$0.426
Address where USPS Permit is located?	Sorting Facility 1300 Northwest Hwy. Palatine, IL 60095	Jackson Michigan	14400 Dix Toledo Rd., Southgate, MI 48195	Grand Rapids	Michigan Metroplex Pontiac MI
Process to obtain lowest postage	We are a designated mailing unit (DMU) for USPS. USPS is on-site every day to pick up and process our mail pieces. We use our DMU status to presort to the maximum discount levels	All documents are ran through postal sorting software. In the case of the mortgage mailing we would request PDF files to ensure integrity of the document. We point the software at the address block and have it search for duplicates. Once the duplicates have been identified we then have the software sort and barcode the address down to the lowest possible postage rate.	Remkin corporation specializes in preparing commercial mailings for customers by utilizing Presort Accuracy Validation and Evaluation (PAVE) Certified software to prepare mail. PAVE measures the quality of presort products and determines their accuracy in sorting address files according to requirements set forth in the USPS Domestic Mail Manual (DMM). Renkim has provided reliable m personalized mailing services invoice and statement processing, complete lettershop, and variable data printing for 40 yrs.	KCI will run your addresses through NCOA (National Change of Address) and CASS certification software to obtain a unique USPS intelligent mail barcode for each piece. KCI will create a Mail.dat file and transmit to USPS to earn the lowest possible postage. USPS will give a Full Service discount which we will be passed along to our customer. This Full Service discount is an additional 3/10 th of a cent off per piece (For Example a 5 digit postage rate is currently .426 with the Full Service discount rate will be .423)	CASS Certify Addresses Append Postal Barcode Information Print Postal Barcode on the Form Sort Tray and label to lowest available Postage Rate

SECTION II – ASSESSMENT NOTICES

Base Unit All charges for the materials, printing and sorting of the annual City of Romulus Assessment Notices (including envelopes) annually \$	\$0.085	\$0.075	\$1.1454	\$0.163	\$0.1000
\$ for 8,500	\$722.50	\$637.50	\$1,235.90	\$1,385.50	\$850.00
Any Additional Set-up, Printing, Sorting or Processing Charges	\$0.00	\$0.00	\$0.00	\$100 Setup	
Estimated Postage for mailing of all Assessment Notices	Entered \$0.42 *\$3,570.00	\$3,570.00	\$3,621.00	\$3,595.50	Entered \$43,400.00 *\$3,621.00
Total Cost for mailing of 8,500 Notices	Entered \$722.50 *\$4,292.50.00	\$4,207.50	\$4,856.90	\$5,081.00	Entered \$4,250.00 *\$4,471.00
Will Assessment Notices be sorted by property owner name and address with multiple statements mailed in one envelope	YES	YES	No	No	YES
Have you printed Assessment Notices for any City previously that utilizes the BS&A Assessment module?	YES	Yes	No	Yes	Yes
Unit postage rate?	\$0.42	\$0.42	\$0.426	\$0.423	\$0.426
Address of USPS where Permit is located?	See Section 1	See Section 1	See Section 1	See Section 1	See Section 1
Process to obtain lowest postage	See Section 1	See Section 1	See Section 1	See Section 1	See Section 1

PRICING SHEET SECTION III – WATER BILLING STATEMENTS

Base Unit Cost All charges for the materials, printing and sorting of the individual water billing statements (including mailing envelopes only)	\$0.075	\$0.14	\$0.1816	\$0.2440769	\$0.135
\$ for 65,000 bills W/O return envelopes	\$4,875.00	\$9,100.00	\$11,804.00	\$15,865.00	\$8,775.00
All charges for the materials, printing and sorting of the individual water billing statements (including both mailing and return envelopes) annually	\$0.080	\$0.16	\$0.2121	\$0.2660769	\$0.170
\$ for 65,000 bills with return envelopes	\$5,200.00	\$10,400.00	\$13,786.50	\$17,295.00	\$11,050.00
Initial Programming set up charges?	\$0.00	\$0.00	\$0.00	\$3,000 Set Up (Estimated 5 Portal Drops Month/\$50 per Drop)	\$0.00
Unit postage rate Water Bills	\$0.42	\$0.42	0.426	\$0.423	\$0.426
Estimated Postage for 65,000	Not given	\$27,300.00	\$27,690.00	\$27,495.00	Entered \$26,000.00 *\$27,690.00
Estimated Annual cost WO/return envelope and postage	Entered \$10,075.00 *\$32,175.00	\$36,400.00	Entered \$41,475.60 rate for "with return /envelopes" *\$39,494.00	\$47,790.00	Entered \$34,775.00 *\$36,465.00
Box of 500 #9 Return Envelopes w/return address	n/a	\$15.00	\$15.30	\$11.00	\$16.50
Additional per page cost for 8 1/2" x 11" sheet to be printed, folded and inserted by Company along with utility bill	\$0.005	\$0.0225	\$0.05	\$0.133	\$0.04
Additional per piece cost for a one third of a 8 1/2" x 11" sheet to be printed and inserted by Company along with utility bill:	\$0.004	\$0.01	\$0.02	\$0.049	\$0.014
Per page cost to fold and insert an additional 8 1/2" x 11" or 1/3 letter size sheet printed and provided to the Company by the City	\$0.003	\$0.15	\$0.007	\$0.03	\$0.00
Indicate the Base Unit Cost for Water Customers that pay by ACH (NOT A BILL- with no return envelope needed):	\$0.070	\$0.14	\$0.1816	\$0.2440769	\$0.561 w/ post
Address of USPS where Permit is located?	See Section 1	See Section 1	See Section 1	See Section 1	See Section 1
Process to obtain lowest postage	See Section 1	See Section 1	See Section 1	See Section 1	See Section 1

ITB 21/22-11 - - TABULATION SHEET FOUR YEAR CONTRACT FOR WATER BILLING, ASSESSMENT NOTICES AND TAX STATEMENTS-PREPARATION, PRINTING AND MAILING

Page 3 of 3

Exceptions to Specifications?	None	None	The statements and invoiced will not be sorted by property owner w/multiple properties in one envelope. Our estimate is that the programming and data processing cost to prepare the mailing for multiple pages per owner. Renkim has a contract with a mailing firm that provides backup for our printing and inserting capabilities. Pricing for paper and envelopes is guaranteed for 2 yrs. Only. Due to capacity in the paper & envelope industry along w/supply chain issues, we have seen a 24% increase in the cost of mailing components. We would provide evidence of any cost increases after the initial 2yrs.	KCI is not able to combine multiple bills for Water Bills, Tax Bills and/or Assessments. KCI requires PDF Files for Tax Bills and Water Bills and is not able to make customized changes on PDF files. KCI is not able to format in BS&A module, as we do not have BS&A software. KCI does not offer an online tracking of bills from beginning to end, but the Account Manager will keep in touch with one throughout processing. We do offer an automated email stating pieces have been mailed.	None
Is there an Attachment V - Company's Statement of Qualifications-provided?	No	No	No	Attached	No
Payment Terms	None Given	Net 15-Net 60 -- Negotiable	Net 30	Net 30	Net 30
Recovery Site	None Given	745 Lansing Ave. , Jackson, MI 49201	See exceptions	See exceptions	6025 Wall St. Sterling Hts., MI 48312
Insurance?	Can meet	Not indicated	Not Indicated	Yes	Yes

*Arrived at amount by utilizing quantities times unit costs

PUBLICLY OPENED AT, 2:00:00 PM, Thursday, 1/20/2022 IN THE ROMULUS CITY COUNCIL CHAMBERS.

THOSE IN ATTENDANCE:

#	NAME	COMPANY	TITLE
1	Gary Harris	CITY OF ROMULUS	PURCHASING DIRECTOR
2	Lynn A. Conway	CITY OF ROMULUS	PURCHASING ADVISOR
3	David Grudzinski	Lasercom	Owner
4			
5			
6			
7			
8			

REQUEST FOR COMPETITIVE BIDS

DO NOT FILL THIS FORM IN AND SAVE A COPY TO THIS FOLDER!!!!

- You can save a copy to the Completed forms from Departments Folder or to your own Department's folder.
- Email the completed form to Gary Harris.

DEPARTMENT NAME:	Water/Finance/Treasurer/Assessor	DATE:	12/6/2021	
I HEREBY REQUEST THAT COMPETITIVE BIDS BE LET FOR THE FOLLOWING MATERIAL/SERVICE: 4 YR PRINTING- WATER-TAX-ASS NOTICES				
PURPOSE: Printing and mailing services for Water Billing, Assessment notices, and Tax Bills				
BUDGET YEAR	FY2021/2022 through FY 2025/2026			
ACCOUNT INFORMATION				
ACCOUNT/S NUMBER	DEPARTMENT APPROVAL SIGNATURE	DATE	\$ AMOUNT BUDGETED	Finance Approv.
592-591-730.000			\$3,200.00	
592-590-730.000			\$3,550.00	
592-591-728.000	M. Harris Finance Director		\$12,000.00	
592-590-728.000			\$11,500.00	
101-253-810.000	Stacy Paige		\$3,000.00	
101-253-728.000			\$8,300.00	
101-257-810.000	Julie Abbott		\$1,000.00	
101-257-728.000			\$4,820.00	

FINANCE DEPARTMENT APPROVAL

FUNDS AVAILABILITY

ACCOUNT/S NUMBER	\$ AMOUNT BUDGETED
Comment:	
SIGNATURE OF FINANCE DEPARTMENT: M. Harris	DATE: 12/6/2021

ADMINISTRATIVE APPROVAL

I HAVE REVIEWED THE REQUEST AND AUTHORIZE TO LET FOR COMPETITIVE BIDS.

SIGNATURE OF MAYOR: [Signature]	DATE: 12-6-21
---------------------------------	---------------

AVAILABILITY OF FUNDS FOR AWARD

THE BID SHALL BE AWARDED IN THE AMOUNT OF \$	Not to exceed budgeted funds
I AFFIRM THAT THE FUNDS ARE AVAILABLE IN THE ABOVE MENTIONED ACCOUNT/S	
FINANCE DEPT. APPROVAL: M. Harris	DATE: 1/28/2022



City of Romulus

Mayor's Report – Robert A. McCraight, Mayor

Council Meeting Held: **February 7, 2022**

Item No. **B.**

General Description: ITB 21/22-12 Romulus Police Department Patrol Rifles

Resolution No. _____

<i>Moved by:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Seconded by:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams

<i>Ayes:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Nays:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams
<i>Abstain:</i>	Abdo	Barden	Roscoe	Talley	Wadsworth	Webb	Williams

**MOTION CARRIED
UNANIMOUSLY**

MOTION CARRIED

MOTION FAILED

City of Romulus

INTEROFFICE MEMORANDUM

TO: The Honorable Romulus City Council
FROM: Mayor Robert A. McCraight
SUBJECT: ITB 21/22-12 Romulus Police Department Patrol Rifles
DATE: February 2, 2022

I concur with the recommendation of Derran Shelby, Deputy Police Chief, and Gary Harris, Purchasing Director and respectfully request Council award bid ITB 21/22-12 to the lowest most responsive and responsible bidder, Vance Outdoors, Inc., for the purchase of four (4) Rock River Arms AR-15 Patrol Rifles in the amount of \$6,803.20.

Maria Farris, Finance Director, has verified funds for this acquisition have been budgeted for and are available in the Public Safety Fund, Police Department, Operating Supplies Expense account #205-301-730.000.

Motion by _____, supported by _____, to concur with the administration and award ITB 21/22-12 to the lowest most responsive and responsible bidder, Vance Outdoors, Inc., for the purchase of four (4) Rock River Arms AR-15 Patrol Rifles in the amount of \$6,803.20.



MEMORANDUM

DATE: February 1, 2022
TO: Mayor Robert A. McCraight
FROM: Gary Harris, Purchasing Director
SUBJECT: ITB 21/22-12 ROMULUS POLICE DEPARTMENT PATROL RIFLES

Bids were solicited to contract for the purchase of four (4) Rock River Arms AR-15 Patrol Rifles.

In addition to being advertised in the 12/30/2021 issue of The Associated Newspaper Eagle, bid documents were made available to down load from the MITN Purchasing Group page of BidNet Direct at www.mitn.info. The MITN System notified 41 companies of the bid and of them, 18 companies downloaded the bid specifications and 4 companies were informed by email of the bidding opportunity (See Bidder's list attached).

On 1/20/2022, 2 bids were received and publicly opened.

I concur with the recommendation of Deputy Police Chief, Derran Shelby to award the contract to the lowest most responsive and responsible bidder Vance Outdoors, Inc., in the amount of \$6,803.20

Maria Farris, Finance Director has verified that funds for this acquisition have been budgeted for and are available in the Public Safety Fund, Police Department, Operating Supplies Expense Account, (205-301-730.000).

If I can be of any further assistance to you regarding this matter, please contact me.

Gary Harris,
Purchasing Director

Memo

To: Gary Harris, Director Purchasing
From: Derran Shelby, Deputy Chief RPD
Date: January 25, 2022
Re: Bid Award-Bid 21/22-12 Patrol Rifles

It is the recommendation of the Romulus Police Department to award bid ITB 21/22-12, to the lowest and most responsive bidder Vance Outdoors Inc. for four patrol rifles, in the amount of \$6803.20.

Funds for this equipment were budgeted out of the following account:

268.301.730.000

Should you have any questions, contact me anytime.

MINUTES OF ITB 21/22-12 Romulus Police Department Patrol Rifles

The public opening of the afore mentioned solicitation was held at 3:00 PM, in the Council Chambers at Romulus City Hall on Thursday, 1/20/2022.

The following were present for the opening:

Gary Harris – Purchasing Director
Lynn A. Conway – Purchasing Advisor

2 sealed bids were received and publicly opened.

Kiesler Police Supply, Inc.
Vance outdoors, Inc.

A copy of the tabulation sheet is attached.

Respectfully submitted,



Gary Harris,
Purchasing Director

I, Gary Harris, Purchasing Director for the City of Romulus, do hereby certify the foregoing to be a true copy of the minutes of ITB 21/22-12 held on 1/20/2022.



Gary Harris,
Purchasing Director

VENDOR LIST
ITB 21/22-12 Romulus Police Department Patrol Rifles

Michigan Police Equipment
6521 Lansing Rd., Charlotte, MI 48813
TX: 517-322-0443
Contact: Kali Whitney
Email: kali@mpec.biz

CMP Distributors, Inc.
16752 Industrial Pkwy, Lansing, MI 48906
TX: 517-721-0970
Contact: Catherine Parks
Email: catherine@cmpdist.com

Clyde Armory, Inc.
Joni McColley
4800 Atlanta Hwy
Athens GA, 30606
706 549 1842 ext 211
joni@clydearmory.com

Top Gun Shooting Sports
Attn Rick & Randy
admin@tgssinc.com
22050 Pennsylvania
Taylor, MI 48180

TABULATION SHEET
ITB 21/22-12
Romulus Police Department Patrol Rifles

COMPANY	Kiesler Police Supply, Inc.	Vance Outdoors, Inc.	
Unit Price Rock River Arms LAR-15 Elite CAR A4 Rifle w/ Stock & Night Sight per specifications:	\$1,391.16	\$1,325.00	
Cost for 4- LAR 15 Elite CAR A4 Rifles w/stocks & night sights	\$5,564.64	\$5,300.00	
Unit Cost -Weapon Mounted Tactical Lighting System.	\$126.69	\$155.30	
Cost for 4 -Weapon Mtd Tactical Lighting Systems	\$506.76	\$621.20	
Indicate make and model of Tactical Lighting System:	Streamlight 69450 (TLR RM2)	Streamlight #69888	
Unit Cost of One Point Bungee Sling	\$45.00	\$50.00	
Cost for 4-One Point Bungee Slings	\$180.00	\$200.00	
Make & Model of Bungee Sling Bid.	Savvy Sniper 41001 (Qudd Sling)	Savvy Sniper QUADHKISAATTACHNHKB	
Unit cost of Heavy Duty soft case	\$148.77	\$170.50	
Cost of 4 Heavy Duty soft cases	\$595.08	\$682.00	
Make and Model of Heavy Duty soft cases bid	Rock River AR3475 (Discreet Case)	Rock River #AR3475	
TOTAL ON ALL ITEMS.	\$6,846.48	\$6,803.20	
Warranty	Factory Warranty	Rock River – Limited Lifetime Streamlight – Limited Lifetime Savvy Sniper – None	
Exceptions?	None	None	
Guarantee Pricing thru 12/31/2022	No – Firm 90 days	No	
Terms?	0% Net 30	Net 30	
# Days ARO to deliver FOB to PD?	120-240 days	60-90 days	
Certified?	Yes	Yes	
General Questionnaire/References	Yes	Yes	
Any Additional Reimbursable Costs?	None	None	

PUBLICLY OPENED AT, 3:00:00 PM, Thursday, 1/20/2022 IN THE ROMULUS CITY COUNCIL CHAMBERS.

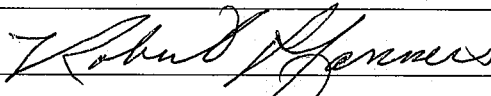
THOSE IN ATTENDANCE:

#	NAME	COMPANY	TITLE
1	Gary Harris	CITY OF ROMULUS	PURCHASING DIRECTOR
2	Lynn A. Conway	CITY OF ROMULUS	PURCHASING ADVISOR
3			
4			
5			
6			

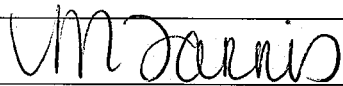
REQUEST FOR COMPETITIVE BIDS

DO NOT FILL THIS FORM IN AND SAVE A COPY TO THIS FOLDER!!!!

- You can save a copy to the Completed forms from Departments Folder or to your own Department's folder.
- Email the completed form to Gary Harris

DEPARTMENT NAME: Romulus Police Department		DATE: 12/02/2021	
I HEREBY REQUEST THAT COMPETITIVE BIDS BE LET FOR THE FOLLOWING MATERIAL,			
PURPOSE: Patrol Rifles			
IF REPLACEMENT, WILL EQUIPMENT BE (CHECK ONE IF APPLICABLE):			
☐ Traded in ☒ Sold at auction ☐ Transferred for use elsewhere, if so where? _____ ☐ Used for parts ☐ Disposed of			
BUDGET YEAR			
ACCOUNT INFORMATION			
ACCOUNT/S NUMBER		\$ AMOUNT BUDGETED	
268.301.730		\$ 8,000.00	
		\$	
		\$	
SIGNATURE OF DEPARTMENT HEAD: 		DATE: 12/3/21	

FINANCE DEPARTMENT APPROVAL

FUNDS AVAILABILITY	
ACCOUNT/S NUMBER	\$ FUNDS AVAILABLE
268.301.730 .000	\$ 8000.00
	\$
	\$
SIGNATURE OF FINANCE DEPARTMENT: 	DATE: 12/8/2021

ADMINISTRATIVE APPROVAL

I HAVE REVIEWED THE REQUEST AND AUTHORIZE TO LET FOR COMPETITIVE BIDS.	
SIGNATURE OF MAYOR: 	DATE: 12.8.21

AVAILABILITY OF FUNDS FOR AWARD

THE BID SHALL BE AWARDED IN THE AMOUNT OF \$ 6,803.20	
I AFFIRM THAT THE FUNDS ARE AVAILABLE IN THE ABOVE MENTIONED ACCOUNT/S	
FINANCE DEPT. APPROVAL: 	DATE: 1/28/2022



City of Romulus

Clerk's Report

Ellen L. Craig-Bragg, Clerk

Council Meeting Held:

February 7, 2022

Item No. 6

General Description: _____

Resolution No. _____

Moved by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Seconded by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Ayes: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Nays: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Abstain: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

Treasurer's Report

Council Meeting Held:

February 7, 2022

Item No. 7.

General Description: _____

Resolution No. _____

Moved by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Seconded by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Ayes: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Nays: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Abstain: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

Public Comment

Council Meeting Held:

February 7, 2022

Item No. 8.

General Description: _____

Resolution No. _____

Moved by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Seconded by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Ayes: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Nays: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Abstain: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

Unfinished Business

Council Meeting Held:

February 7, 2022

Item No. 9.

General Description: _____

Resolution No. _____

Moved by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Seconded by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Ayes: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Nays: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Abstain: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

New Business

Council Meeting Held:
Item No. 10.

February 7, 2022

General Description: _____

Resolution No. _____

Moved by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Seconded by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Ayes: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Nays: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Abstain: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED



City of Romulus

Communication

Council Meeting Held:
Item No. 11

February 7, 2022

Councilperson Abdo: _____

Councilperson Barden: _____

Councilperson Roscoe: _____

Councilperson Talley: _____

Councilperson Wadsworth: _____

Councilperson Webb: _____

Councilperson Williams: _____



City of Romulus

Adjournment

Council Meeting Held:

February 7, 2022

Item No. 12

General Description: _____

Resolution No. _____

Moved by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Seconded by: Abdo Barden Roscoe Talley Wadsworth Webb Williams

Ayes: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Nays: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

Abstain: All Abdo Barden Roscoe Talley Wadsworth Webb Williams

MOTION CARRIED
UNANIMOUSLY

MOTION CARRIED

MOTION FAILED