

**CHARTER TOWNSHIP OF CALEDONIA
BOARD OF TRUSTEES**

MEETING NOTICE

A regular meeting of the Charter Township of Caledonia Board of Trustees
will be held beginning at 7:00 p.m. on Wednesday, May 5th, 2021

**Please Note: This Meeting Will Be A Zoom Meeting
Link Available On The Township Website**

TENTATIVE AGENDA

- 1. CALL TO ORDER / ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE AND INVOCATION**
- 3. CONSIDERATION OF THE MEETING AGENDA**
- 4. PUBLIC COMMENT (BRIEF – UP TO 2 MINUTES)**
- 5. INQUIRY OF CONFLICT OF INTEREST**
- 6. APPROVAL OF THE CONSENT AGENDA**
 - A. Minutes of the April 21st, 2021 Meeting
 - B. Approval to Pay Bills
 - i. Accounts Payable
- 7. REPORTS FROM BOARD/COMMITTEE OFFICERS AND STAFF**
- 8. CORRESPONDENCE**
- 9. UNFINISHED BUSINESS**
- 10. NEW BUSINESS**
 - A. Motion – To Approve Fire Department Grant Request
 - B. Ordinance – First Reading - An Ordinance To Amend The Zoning Ordinance Of The Charter Township Of Caledonia [Outdoor Lighting]
 - C. Motion – To Approve Offer Of Employment To Ellie Koetsier For The Position Of Administrative Assistant For Building/Zoning/Planning
 - D. Motion- To Establish The Tax Rates for 2021
 - E. Motion – To Approve the Waste Water Treatment Plant Payment No. 4
 - F. Motion – To Approve Fireworks Display (To Be Provided)
 - G. Motion – To Approve Bid For Library Parking Lot Sealing/Striping
- 11. BOARD COMMENT**
- 12. PUBLIC COMMENT (EXTENDED – UP TO 5 MINUTES)**
- 13. ADJOURNMENT**



**CHARTER TOWNSHIP OF CALEDONIA
BOARD OF TRUSTEES**

A regular meeting of the Charter Township of Caledonia Board of Trustees will be held beginning at 7:00 pm on Wednesday, April 21, 2021, via Zoom under the Kent County Declaration of Emergency

NOTE: Individuals with disabilities may request auxiliary aids and services for the meeting by contacting the Township Clerk at 616.891.0070

MEETING MINUTES

1. CALL TO ORDER / ROLL CALL

TIME: 7:00

Roll Call:	SNOEYINK: Present, attending remotely from Caledonia, MI. HERMENET: Present, attending remotely from Caledonia, MI. BRADSHAW: Present, attending remotely from Caledonia, MI. HARRISON: Present, attending remotely from Venice, FL. HENRY: Present, attending remotely from Caledonia, MI. ZOLLER: Present, attending remotely from Caledonia, MI. ROBERTSON: Present, attending remotely from Caledonia, MI.
Others Present:	Citizens, Media, Deputy Clerk Bailard

2. PLEDGE OF ALLEGIANCE AND INVOCATION – Supervisor Harrison

3. CONSIDERATION OF THE MEETING AGENDA

Motion Stated:	Harrison – Motion to remove Item 10 H – To approve sponsorship of the Caledonia Community Concert Series.
Motion Supported:	Snoeyink
Motion Status:	Approved

Motion Stated:	Harrison – Motion to add Item 10 H – BOR Member re-appointments.
Motion Supported:	Snoeyink
Motion Status:	Approved

Motion Stated:	Snoeyink – Motion to approve the meeting agenda as amended.
Motion Supported:	Hermenet
Motion Status:	Approved

4. PUBLIC COMMENT (BRIEF - UP TO 2 MINUTES)

None

5. INQUIRY OF CONFLICT OF INTEREST

Trustee Bradshaw raised a potential conflict with the motion to appoint John Eberly to the Caledonia Township Planning Commission. Bradshaw commented that he works with Mr. Eberly. Supervisor Harrison said this would not be a conflict and asked Bradshaw to participate with this decision.

6. APPROVAL OF THE CONSENT AGENDA

- A. Minutes of the April 7th, 2021 Meeting
- B. Approval to Pay Bills
 - i. Accounts Payable
 - ii. Accounts Payable Current Tax
- C. Treasurers Report
- D. CD Report
- E. Building Dept Report
- F. Utilities Report
 - i. Infrastructure Maintenance Budget
 - ii. Infrastructure Maintenance Client Report
- G. Report From Township Administrator

Motion Stated:	Hermenet – Motion to approve the consent agenda.
Motion Supported:	Snoeyink
Motion Status:	Approved

7. REPORT FROM TOWNSHIP ADMINISTRATOR

Administrator Robertson gave an update on:

- The search for an Administrative Assistant for Planning/Zoning/Building.
- The enforcement at Circle K regarding the semi-truck parking issue.

8. CORRESPONDENCE

None

9. UNFINISHED BUSINESS

None

10. NEW BUSINESS

- A. Public Hearing – To Consider Approval Of An Industrial Facilities Tax Exemption Certificate (Ascent Brands, Inc., 5111 Beltway Drive SE, Caledonia MI 49316 Southbelt Industrial Development District No. 2)

Motion Stated:	Harrison – Motion to open the public hearing. Public Hearing open at 7:14pm.
Motion Supported:	Robertson
Motion Status:	Approved

Representatives Jared Belka and Kerri Milarch of Ascent Brands, Inc. made comment.

Motion Stated:	Harrison – Motion to close the public hearing. Public hearing closed 7:19pm
Motion Supported:	Snoeyink
Motion Status:	Approved

- B. Resolution – Resolution To Approve Industrial Facilities Tax Exemption Certificate For Plant Rehabilitation District [Ascent Brands Inc., Southbelt Industrial Development District No. 2 - 5111 Beltway Drive SE, Caledonia MI 49316]

Clerk Henry requested a correction to the resolution wording. The resolution should read as “Industrial Development District” and not “Plant Rehabilitation District”. This will also be corrected on page three, paragraph five.

Motion Stated:	Harrison – Motion to amend the resolution wording to “Industrial Development District”.
Motion Supported:	Zoller
Motion Status:	Approved

Motion Stated:	Hermenet – Motion to approve the Resolution as amended - to approve Industrial Facilities Tax Exemption Certification for Industrial Development District [Ascent Brands Inc., Southbelt Industrial Development District No. 2 - 5111 Beltway Drive SE, Caledonia MI 49316]			
Motion Supported:	Snoeyink			
Roll Call Vote:	SNOEYINK:	Aye	HENRY:	Aye
	HERMENET:	Aye	ZOLLER:	Aye
	BRADSHAW:	Aye	ROBERTSON:	Aye
	HARRISON:	Aye		
Motion Status:	Approved			

- C. Resolution – Resolution Of Authorization – Local Unit Of Government Match With Donated Funds

Motion Stated:	Zoller – Motion to approve a Resolution of Authorization – Local Unit of Government Match with donated funds.			
Motion Supported:	Snoeyink			
Roll Call Vote:	SNOEYINK:	Aye	HENRY:	Aye
	HERMENET:	Aye	ZOLLER:	Aye
	BRADSHAW:	Aye	ROBERTSON:	Aye
	HARRISON:	Aye		
Motion Status:	Approved			

- D. Motion – To Approve Feasibility Study To Fund \$10,000,000 In Additional Trails

Motion Stated:	Zoller - Motion to approve Administrator to seek a proposal for trail financing from Baker Tilly.
Motion Supported:	Hermenet
Motion Status:	Approved

E. Motion – To Approve Budget Amendments

Motion Stated:	Hermet – Motion to approve budget amendments.
Motion Supported:	Snoeyink
Motion Status:	Approved

F. Motion – To Approve Caledonia Independence Day Celebration – Events, Committee & Budget

Motion Stated:	Zoller – Motion to approve Caledonia Independence Day Celebration parade and fireworks.
Motion Supported:	Snoeyink
Motion Status:	Approved

Motion Stated:	Harrison – Motion to appoint an Independence Day Committee.
Motion Supported:	Hermet
Motion Status:	Approved

The Committee will consist of Supervisor Harrison, Trustees Snoeyink and Zoller, Caledonia Village President, Jennifer Lindsay and Lisa Segard of Caledonia Village.

Motion Stated:	Zoller – Motion to approve a budget up to \$20,000 for Caledonia Independence Day Celebration.
Motion Supported:	Snoeyink
Motion Status:	Approved

G. Motion – To Appoint John Eberly To The Caledonia Township Planning Commission

Motion Stated:	Hermet – Motion to appoint John Eberly to the Caledonia Township Planning Commission.
Motion Supported:	Zoller
Motion Status:	Approved

~~Motion – To Approve Sponsorship of The Caledonia Community Concert Series (May, June, July, September, October)~~

This motion was removed.

H. Motion – To Approve BOR Member Re-appointments

Our attorney advised us to re-appoint the BOR to 2023 so the dates are in sync and match our statutory requirements.

Motion Stated:	Zoller – Motion to approve BOR Member re-appointments Adam Paarlberg, Butch Welton and Bill Donohue.
Motion Supported:	Robertson
Motion Status:	Approved

11. BOARD COMMENTS

Time: 7:49 PM

Snoeyink:

- None

Hermenet:

- None

Bradshaw:

- Inquired if our next Board Meeting will be in person with our technology upgrades. Administrator Robertson replied the upgrades are currently being done. Possibly meet in June.

Harrison:

- Acknowledged the resignation of Chair Adam Paarlberg from the Planning Commission. Thanked Commissioner Paarlberg for his service and the knowledge he brought to the Planning Commission Board. Paarlberg will continue to serve on the Caledonia BOR.

Henry:

- Our new Caledonia website is up and live and continues to be improved.

Zoller:

- None

Robertson:

- None

12. PUBLIC COMMENT (EXTENDED – UP TO 5 MINUTES)

None

13. ADJOURNMENT

Time: 7:51 PM

Motion Stated:	Zoller – Motion to adjourn.
Motion Supported:	Snoeyink
Motion Status:	Approved

Bryan Harrison, Supervisor

Joni Henry, Clerk

Minutes Reported By: Christine Bailard, Deputy Clerk

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 01 CHEMICAL BANK (BYRON)						
04/26/2021	01	75055	AMA-000	AMAZON CAPITAL SERVICES, INC	FIRE	56.99
					FIRE	12.20
					FIRE	52.99
					FIRE/COMM GREEN	66.67
					FIRE	250.84
					FIRE	320.95
					FIRE	50.56
					COMM GR	45.59
					FIRE	296.88
					FIRE	767.96
					FOR INV#1KKK-QWTV-DYPV (FIRE)	(250.84)
					FOR INV # 17LR-MJXY-JW7F (FIRE)	(320.95)
					FOR INV #19JN-CXFL-VR9R (FIRE)	(50.56)
						<u>1,299.28</u>
04/26/2021	01	75056	ATT-003	AT&T MOBILITY	COMM GR HOTSPOT	36.24
04/26/2021	01	75057	BADGEWALLE	BADGE AND WALLET	FIRE	789.00
04/26/2021	01	75058	BAT-000	BATTERIES PLUS BULBS #383	FIRE	36.48
04/26/2021	01	75059	BOS-000	BOSTON SQUARE LOCK & KEY INC	SVC CALL CG BATHRM LOCKS	75.00
04/26/2021	01	75060	BSA-001	BS&A SOFTWARE	ANN SVC/SUPP FEE	3,335.00
04/26/2021	01	75061	CEN-002	CENTEC CAST METAL PRODUCTS	CEMETERY VETERAN FLAGS	381.78
04/26/2021	01	75062	CHA-002	CHARTER COMMUNICATIONS	TWP/FIRE/BLDG INTERNET/PHONE	779.23
04/26/2021	01	75063	CIV-000	CIVICPLUS LLC	TWP WEBSITE HOSTING	10,698.90
04/26/2021	01	75064	DJL-000	DJL'S LAWN SERVICE	RAIN GARDEN RENOVATION	5,368.00
04/26/2021	01	75065	FBC-000	FIRST BANK CARD	HENRY - MTA BOOKS	75.66
					ROBERTSON	2,148.93
					SILER FIRE	1,303.05
						<u>3,527.64</u>
04/26/2021	01	75066	HAL-001	HALLIGAN, INC	FIRE	700.00
04/26/2021	01	75067	ITR-000	I.T.RIGHT	BOARD RM PC WORK	780.00
04/26/2021	01	75068	INF-001	INFRASTRUCTURE ALTERNATIVES		997.50
04/26/2021	01	75069	INT-002	INTEGRITY BUSINESS SOLUTIONS	TWP OFFICE SUPPLIES	1.59
					TWP OFFICE SUPPLIES	91.41
					TWP OFFICE SUPPLIES	1.70
					CREDIT MEMO TWP OFFICE SUPPLIES	(9.37)
						<u>85.33</u>
04/26/2021	01	75070	JON-000	JONI HENRY	HENRY 3/5 -4/16/21	403.28
04/26/2021	01	75071	KEN-300	KENT COUNTY TREASURER	TWP LAW MARCH 2021	30,218.26
04/26/2021	01	75072	KLE-001	KLEYN MOBILE REPAIR LLC	FIRE	415.69
04/26/2021	01	75073	LTD-000	LAWNS BY TOMMY D	WWTP LAWN MAINT PMT 1 OF 6	1,710.00
04/26/2021	01	75074	NAP-000	NAPA AUTO PARTS	FIRE	14.69
04/26/2021	01	75075	NYE-000	NYE UNIFORM	FIRE	221.96
04/26/2021	01	75076	TRI-000	PACE ANALYTICAL	CLEAR FORM WATER TESTING	255.00
04/26/2021	01	75077	PIT-000	PITNEY BOWES GLOBAL FINANCIAL	POSTAGE MACHINE LEASE	183.60
04/26/2021	01	75078	PH-000	PRIORITY HEALTH	HEALTH INS	12,524.72
04/26/2021	01	75079	QUA-000	QUALITY AIR	TWP/FIRE/LIBRARY HVAC MAINT	472.08
04/26/2021	01	75080	TAR-000	TARGET SOLUTIONS LEARNING LLC	FIRE 7/1/20-6/30-21 HALLIGAN ENTERP SUBS	700.00
04/26/2021	01	75081	THO-000	THORNVIEW ELECTRIC CO, LLC	LIBRARY RELAY	283.00
04/26/2021	01	75082	WSS-000	WEST SHORE SERVICES, INC	FIRE ANN INSP & PREV MAINT	850.00

01 TOTALS:

04/26/2021 03:50 PM
User: CHRISTINE
DB: Caledonia

CHECK REGISTER FOR CALEDONIA TOWNSHIP
CHECK DATE FROM 04/26/2021 - 04/26/2021

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Total of 28 Checks:						77,141.66
Less 0 Void Checks:						0.00
Total of 28 Disbursements:						<u>77,141.66</u>

**CHARTER TOWNSHIP OF CALEDONIA
COUNTY OF KENT, MICHIGAN**

At a regular meeting of the Township Board of the Charter Township of Caledonia, held at the Township Hall, 8196 Broadmoor Avenue, Caledonia, Michigan on the ____ day of ____, 2021, at 7:00 p.m.

PRESENT: _____

ABSENT: _____

The following ordinance was offered by _____ and supported by _____.

ORDINANCE NO. 2021-_____

**AN ORDINANCE TO AMEND THE ZONING ORDINANCE
OF THE CHARTER TOWNSHIP OF CALEDONIA**

[Outdoor Lighting]

THE CHARTER TOWNSHIP OF CALEDONIA ORDAINS:

Section 1. The Zoning Ordinance of the Charter Township of Caledonia Section 3.50

Outdoor Lighting is hereby amended to read in its entirety as follows:

Section 3.50 Outdoor Lighting

- (a) **Purpose.** The purpose of this section is to provide regulations intended to protect the character of the night sky from light pollution originating from outdoor lighting sources. Unpolluted night skies are important in preserving the rural character of the Township. These regulations are intended to benefit the public health, safety and general welfare, and to promote the public interest, in the following manner:
 - (1) Permit outdoor lighting for nighttime safety, utility, security, productivity, enjoyment, and commerce.
 - (2) Maintain safe nighttime driver performance on public roadways by minimizing both brightly lighted surfaces and obtrusive lighting.
 - (3) Limit and reverse the degradation of the nighttime visual environment and the night sky.

- (4) Minimize Obtrusive Light by limiting outdoor lighting that is misdirected, excessive, or unnecessary.
 - (5) Conserve energy and resources to the greatest extent possible.
 - (6) Provide a consistent lighting level within each Lighting Zone and between individual properties within each Lighting Zone.
- (b) **Definitions.** As used in this section, the following words shall be defined as follows:
- (1) **ASHRAE.** American Society of Heating, Refrigerating and Air-Conditioning Engineers
 - (2) **BUG** – A luminaire classification system that classifies Backlight (B), Uplight (U), and Glare (G) as defined by IESNA
 - (3) **Candela.** A measure of luminous intensity in a certain direction. Useful in determining how much light is shining out of a fixture and in what direction.
 - (4) **Canopy.** A roof-like covering over an area, in or under which a lighting fixture is mounted.
 - (5) **Cut-Off Fixtures.** Cut-off fixtures control Obtrusive Light by directing light well below the horizon and out of the viewer’s line of sight.
 - (6) **Drip Line Area.** The area on the ground enclosed by vertical planes extending downward from the outer solid edge of a canopy.
 - (7) **Façade.** The exterior wall of a building.
 - (8) **Foot Candle.** A measure of light falling on a given surface. One foot candle is equal to the amount of light generated by one candle shining on a square foot surface one foot away. Foot candle may be measured both horizontally and vertically by a light meter.
 - (9) **Hardscape.** Permanent hardscape improvements to the site including parking lots, drives, entrances, curbs, ramps, stairs, steps, medians, walkways and non-vegetated landscaping that is 10 feet or less in width. Materials may include concrete, asphalt, stone, gravel, etc.
 - (10) **Illuminating Engineering Society of North America (“IESNA” or “IES”).** An association of professionals in the field of lighting and related professions.
 - (11) **Landscape Lighting.** Landscape Lighting refers to either luminaires mounted in or at grade (not to exceed 3 feet overall above grade) and used solely for landscape rather than area lighting, or fully shielded luminaires mounted in trees and used

solely for landscape or façade lighting.

- (12) **Lighting Zone.** A type of area defined on the basis of ambient lighting levels, population density, and/or other community considerations. The lighting zones are determined by the Planning Commission. A description of these four lighting zones is given in Table 1 of this ordinance.
- (13) **Lighting Plan.** A plan indicating all site improvements and the number, location, type of fixture, and the manufacturer's data on all the proposed lighting.
- (14) **Lumen.** A measuring unit of total light output from a source equal to the amount of light emitted by a lamp.
- (15) **Luminaire.** A complete lighting unit, often referred to as a fixture.
- (16) **Luminaire Lumens.** For luminaires with relative photometry per IES, it is calculated as the sum of the initial lamp lumens for all lamps within an individual luminaire, multiplied by the luminaire efficiency. If the efficiency is not known for a residential luminaire, assume 70%. For luminaires with absolute photometry per IES LM-79, it is the total luminaire lumens. The lumen rating of a luminaire assumes the lamp or luminaire is new and has not depreciated in light output.
- (17) **Luminance.** The amount of light emitted in a given direction from a surface by the light source or by reflection from a surface. Luminance is measure by candelas per square meter.
- (18) **Mounting Height.** The vertical distance between the surface to be illuminated and the bottom of the light source.
- (19) **Obtrusive Light.** Any adverse effect of artificial light including, but not limited to, glare, light trespass, skyglow, energy waste, compromised safety and security, and impacts on the nocturnal environment.:
 - (i) **Glare.** Lighting entering the eye directly from luminaires or indirectly from reflective surfaces that causes visual discomfort or reduced visibility.
 - (ii) **Light Trespass.** Light that falls beyond the property it is intended to illuminate, in either the horizontal or vertical plane.
 - (iii) **Sky Glow.** The brightening of the nighttime sky that results from scattering and reflection of artificial light by moisture and dust particles in the atmosphere. Skyglow is caused by light directed or reflected upwards or sideways and reduces one's ability to view the night sky.
- (20) **Ornamental or Accent Lighting.** Outdoor lighting that is installed mainly or

entirely for its decorative effect or to accent an object or a feature, rather than as an aid to visibility.

- (21) **Photometric Test Report.** A report by an independent testing laboratory, or one certified by the National Institute of Standards and Technology (“NIST”), describing the candela distribution, shielding type, luminance, and other optical characteristics of a specific luminaire.
- (22) **Point of Service Canopy.** A canopy under which a business provides some service to a customer, such as food service, a bank transaction, or the like.
- (23) **Shielding.**
 - (i) **Fully Shielded.** A luminaire emitting no luminous flux above the horizontal plane.
 - (ii) **Partly Shielded.** A luminaire emitting less than two percent (2%) of its lumens above the horizontal plane.
 - (iii) **Unshielded.** A luminaire emitting more than two percent (2%) of its lumens above the horizontal plane.
- (24) **Temporary Lighting.** Lighting installed with temporary wiring and operated for less than 60 days total in any calendar year.

(c) **Lighting Zones.**

- (1) Using Table 1 and associated Lighting Zoning Map in Section 3.50 (m) as a guide, the Township shall determine and maintain Lighting Zones, or “LZ” within the boundaries of its jurisdiction.
- (2) The Lighting Zone of a parcel or project shall determine the limitations for lighting as specified in this Section.
- (3) A decrease of one or more Lighting Zone numbers or an increase of one Lighting Zone number may be granted to a specific (individual) land parcel or project upon application to and approval by the Planning Commission.

Table 1 – Lighting Zone Ratings and Characteristics

Zone	Ambient Illumination	Representative Locations
LZ 0	Very Dark	Undeveloped areas of rural areas and other under undeveloped areas as defined by the Township Planner or Zoning Administrator; and areas where residents have expressed the desire to conserve natural illumination levels.
LZ 1	Dark	Developed rural areas, areas of parks and recreation areas; and areas where residents have expressed the desire to conserve natural illumination levels.
LZ 2	Low	Areas predominantly consisting of residential zoning, neighborhood business districts, light industrial with limited nighttime use and residential mixed use areas.
LZ 3	Medium	All other areas as defined by the Township Planner or Zoning Administrator.

(d) **General Requirements.**

- (1) The provisions of this Section 3.50 shall apply to all outdoor lighting in all lighting zones.
- (2) All outdoor light fixtures, including building mounted fixtures, shall be fully shielded fixtures and provide the minimum lighting necessary.
- (3) The installation or use of “search light” style lights, except by law enforcement agencies and civil authorities, is prohibited.
- (4) Aerial Lasers are prohibited from being installed or used.
- (5) Other intense lighting, defined as having a light source exceeding 200,000 lumens or intensity in any direction of 2,000,000 candelas or more is prohibited.
- (6) The lighting of signs shall be subject to applicable provisions of the sign chapter of this Ordinance, in addition to the requirements of this Section.
- (7) There shall be no blinking or flashing outdoor lights, including changes in light intensity, brightness or color; provided, however, that time and temperature signs shall be permitted, if lawful under the terms of the sign chapter of this Ordinance.
- (8) No colored lights shall be used at any location or in any manner if there is a

likelihood of such lights being confused with traffic control devices.

- (9) All outdoor lighting controls shall meet all current ASHRAE energy standards for exterior lighting control. In addition, during any period when no activity has been detected for a time no longer than 15 minutes, lighting shall be automatically reduced by at least 30%.

(e) **Exemptions.** The following luminaires are exempt from the provisions of this Section 3.50:

- (1) Outdoor light fixtures installed prior to the effective date of this section; provided, however,

- (i) **New Uses or Structures or Change of Use.** Whenever there is a new use of a property (zoning or variance change) or the use on the property is changed, all outdoor lighting on the property shall be brought into compliance with this Ordinance before the new or changed use commences; or

- (ii) **Additions, Alterations, or Vacancies.**

- a. Single or cumulative additions of 25 percent or more in terms of additional dwelling units, gross floor area, seating capacity, or parking spaces, either with a single addition or with cumulative additions after the effective date of this Ordinance., lighting for the entire property shall comply with the requirements of this Section.

- b. all additions, modifications, or replacement of more than 25 percent of outdoor lighting fixtures existing as of the effective date of this Ordinance shall require the submission of a complete inventory and site plan detailing all existing and any proposed new outdoor lighting.

- c. If a property with non-conforming lighting is vacant for a period of six months or more, then all outdoor lighting shall be brought into compliance with this Ordinance before any further use of the property occurs.

- (2) Fossil fuel light produced directly or indirectly by the combustion of natural gas or other utility-type fuels.

- (3) Lighting necessary for road or utility construction or emergencies.

- (4) Lighting, including exterior or visible interior lighting, necessary for the operation of farms or for the conducting of farming activities. Installed fixtures shall be fully shielded, limit obtrusive light, and shall be reduced to a minimum level when not needed.

- (5) Temporary holiday lighting.
- (6) Internally illuminated signs. However, all such signs shall have "dark" backgrounds (opaque or colored) and "light" lettering (white or lighter colored than the background) so as to minimize Obtrusive Light.
- (7) Externally illuminated signs. However, all such signs shall be lit from above, with fully shielded fixtures.

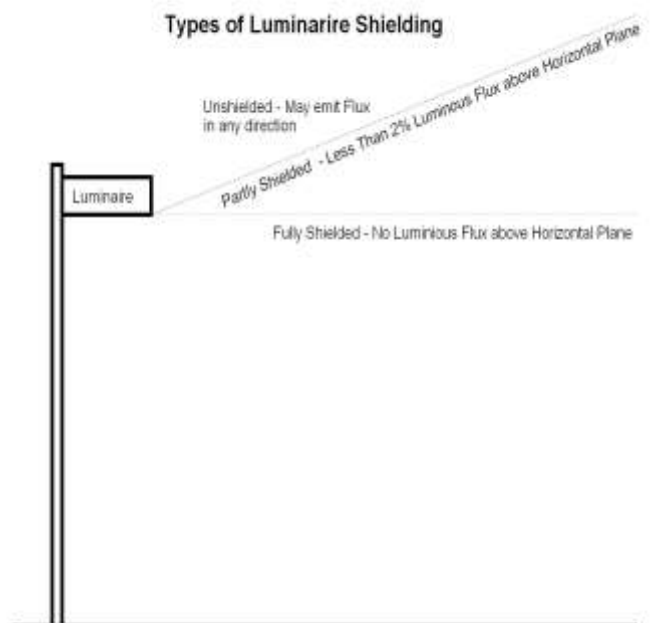
(f) **Modification of Outdoor Lighting Requirements and Approval of Alternative Lighting Installations.**

- (1) The Planning Commission may modify any of the requirements of this Section in its approval of a site plan or lighting plan, if it determines that in so doing, the intent and purposes of this section would nevertheless be achieved.
- (2) Proposed lighting installations not expressly permitted under this section may be approved by the Planning Commission in its approval of a site plan or lighting plan, if the Planning Commission determines that the lighting installations are consistent with the intent and purposes of this Section, are designed to minimize Obtrusive Light, do not direct light beyond the boundaries of the area being illuminated or onto adjacent properties or streets, and do not result in excessive illumination levels. In considering approval of such an alternative lighting installation, the Planning Commission may consult standard manuals of outdoor lighting regulations, including recommendations of the IESNA and the International Dark Sky Association.

(g) **Luminaire Lamp Lumens, Shielding, And Installation Requirements.**

- (1) All outdoor lighting for the entire site shall not exceed the total site lumen limits and requirements provided in Table 3 and BUG ratings in Table 4.
- (2) Only luminaires that are allowed to be unshielded in Table 3 may employ flexible or adjustable mounting systems. All other luminaires shall be permanently installed so as to maintain the shielding

Diagram 1.



requirements of Table 3.

- (3) The Planning Commission may accept a photometric test report, demonstration or sample, or other satisfactory confirmation that the luminaire meets the requirements of the shielding classification.
- (4) Such shielded fixtures must be constructed and installed in such a manner that all light emitted by the fixture meets or exceeds the specification given. This includes all the light emitted by the fixture, either directly from the lamp or by a diffusing element, or indirectly by reflection or refraction from any part of the fixture. Any structural part of the fixture providing this shielding must be permanently affixed. See Diagram 1.
- (5) All canopy lighting must be fully shielded per Diagram 2. However, indirect up light is permitted under an opaque canopy provided that no lamp or vertical element of a lens or diffuser is visible from beyond the canopy and such that no direct up light is emitted beyond the opaque canopy.

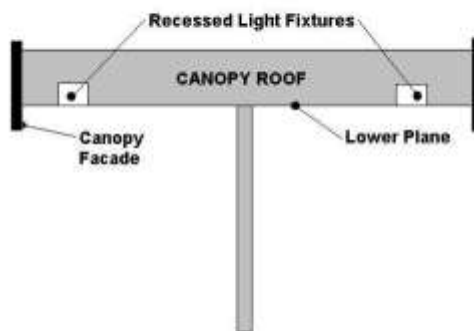


Diagram 2.

- (6) No portion of any fixtures under canopies (*including the glass housing*), such as over gasoline station pump islands, shall extend below the lower plane of the canopy roof, exclusive of any façade or ornamental trim which may extend below the canopy roof. They shall be recessed so the lamp does not extend below the lower plane of the canopy surface.
- (7) Any proposed neon lighting must be shown and found to be complementary to the overall design of the building and approved as part of the site plan approval (*if applicable*). Neon lights proposed to be used as an architectural detail shall be indicated on the building elevation and must be specifically found to be compatible with surrounding properties by the Planning Commission.
- (8) All lighting shall have a color temperature not exceeding 4,000 Kelvin with a Color Rendering Index (CRI) greater than or equal to 70.
- (9) Prior to final inspection, an independent third party registered engineer, shall

certify to the Authority Having Jurisdiction (AHJ) that only approved luminaires and lighting controls have been installed and functionally tested per ASHRAE 90.1 standards and requirements of this ordinance. In addition, as-built field measurements shall be recorded and supplied to AHJ with the same requirements of Section 3.50(i)(5)(iv).

(10) No lighting on any site shall cause or create Obtrusive Light.

(h) **Height Limits.**

- (1) **Pole Mounted Lighting:** Subject to the following exceptions, lighting mounted onto poles or any structures intended primarily for mounting of lighting shall not exceed a mounting height according to Table 2 and BUG Ratings of Table 4.
 - (i) **Exception 1:** At the location where the road providing access to a site meets the driveway, lights specifically for driveways may be mounted at any distance relative to the property line, but may not exceed the mounting height listed in Table 2.
 - (ii) **Exception 2:** Landscape lighting installed in a tree may be used. (See the Definitions section.)

Table 2 — Maximum Lighting Mounting Height

Lighting Zone	Maximum Height
LZ 0	20 feet
LZ 1	20 feet
LZ 2	25 feet
LZ 3	30 feet

- (2) **Lights Mounted to Buildings or Structures:** Subject to the exceptions below, lighting mounted onto buildings or other structures shall not exceed a mounting height greater than the tallest part of the building or structure at the place where the lighting is installed.
 - (i) **Exception 1:** Lighting attached to single-family residences shall not exceed the height of the eave.
 - (ii) **Exception 2:** Lighting for façades may be mounted at any height equal to or less than the total height of the structure being illuminated regardless of horizontal distance to property line.

(i) **Total Site Lumen Limits.**

- (1) This Section 3.50 (i) applies to all outdoor lighting, whether attached to building, poles, structure, or self-supporting, including but not limited to: hardscape areas (which include parking lots, lighting for building entrances, sales and non-sales canopies), lighting for all outdoor sales areas, landscape lighting, and lighting for building façades.
- (2) The total installed Initial Luminaire Lumens of all outdoor lighting shall not exceed the total site lumen limit. The total site lumen limit shall be determined using Table 3. For sites with existing lighting, existing lighting shall be included in the calculation of total installed lumens. The total installed Initial Luminaire Lumens is calculated as the sum of the Initial Luminaire Lumens for all luminaires.
- (3) The Maximum Allowed installed lighting shall be determined as follows:
 - (i) Following the rules in Subsection (3) below, multiply the hardscape area (square footage) by the allowable lumens per square foot for the appropriate **Lighting Zone** in Table 3.
 - (ii) Add up the total of all proposed Initial Luminaire Lumens per luminaire.
 - (iii) Compare Allowable Lumens vs. proposed.
 - (iv) Example:

SITE ALLOWED TOTAL INITIAL LUMENS	
<i>Site Description</i>	Light Commercial
<i>Lighting Zone</i>	LZ-2
<i>Hardscape Area (SF)</i>	100,000
<i>Allowed Lumens per SF of Hardscape</i>	2.5
<i>Site Allowed Total Initial Lumens (lumens per SF X hardscape area)</i>	250,000

<i>Lamp Descriptions</i>	<i>QTY</i>	<i>Initial Luminaire Lumens</i>	<i>Total</i>
70 W Metal Halide	8	3,920	31,360
150 W Metal Halide	20	9,600	192,000
18 W LED	24	1,020	24,480
TOTAL INITIAL LUMINAIRE LUMENS			247,840
SITE ALLOWED TOTAL INITIAL LUMENS			250,000
PROJECT IS COMPLIANT?			YES

- (4) **Rules.** The following rules govern the use of Table 3.
- (i) Except for those uses listed in Section 3.50 (e), additional lumens are not allowed for any lighting application types not listed herein.
 - (ii) Lighting levels provided in Table 3 may exceed adjacent lighting installations. In all cases, lighting designs shall be complimentary to existing adjacent lighting installations as determined by the Planning Commission.
 - (iii) Areas that are not designed to be illuminated may not be counted toward the total site limit.

Table 3 - Maximum Lumens Per Site and the Required Shielding

Lighting Zone	Fully Shielded (per SF of Hardscape)	Partly Shielded	Unshielded <i>Shielding is highly encouraged however</i>
LZ 0	0.5 Lumens	None permitted	None permitted.
LZ 1	1.25 Lumens	None permitted	None permitted.
LZ 2	2 Lumens	None permitted	<ul style="list-style-type: none"> • 400 Lumens or less for landscape lighting applications • 150 Lumens or less for non-landscape lighting applications.
LZ 3	3 Lumens	None permitted	450 Lumens or less

Table 4 – Maximum Allowable Backlight, Uplight, and Glare (BUG) Ratings

Backlight Rating	LZ 0	LZ 1	LZ 2	LZ 3
Greater than 2 mounting heights from property line 1 to less than 2 mounting heights from property line and ideally oriented	B1	B3	B4	B5
Greater than 2 mounting heights from property line 1 to less than 2 mounting heights from property line and ideally oriented*	B1	B2	B3	B4
0.5 to 1 mounting heights from property line and ideally oriented*	B0	B1	B2	B3
Less than 0.5 mounting height to *property line and properly oriented	B0	B0	BO	B1

*To be considered 'ideally oriented', the luminaire must be mounted with the backlight portion of the light output oriented perpendicular and towards the property line of concern.

Uplight Rating	LZ 0	LZ 1	LZ 2	LZ 3
Allowed Rating	U0	U1	U2	U3
Allowed % of light emission above 90° for Street or Area lighting	0%	0%	0%	0%

Glare Rating	LZ 0	LZ 1	LZ 2	LZ 3
Allowed Rating	G0	G1	G2	G3
Any luminaire not ideally oriented with 1 to less than 2 mounting heights to any property line of concern**	G0	G0	G1	G1
Any luminaire not ideally oriented with 0.5 to 1 mounting heights to any property line of concern**	G0	G0	G0	G1
Any luminaire not ideally oriented with less than 0.5 mounting heights to any property line of concern**	G0	G0	G0	G0

**Any luminaire that cannot be mounted with its backlight perpendicular to any property line within 2X the mounting heights of the luminaire location

(5) **Lighting Plan.** When the installation of outdoor lighting is part of a development proposal for which site plan approval is required, the site plan shall include a lighting plan for review and approval by the Planning Commission as part of its site plan approval process. In addition, any application for a building, electrical or sign permit for a commercial or industrial use which includes the installation of one or more outdoor lighting fixtures, except those exempted under section 3.50 (e), shall submit a lighting plan as evidence that the proposed outdoor lighting fixtures and the design of the system comply with this section. Lighting plans shall include the following:

- (i) An overall site plan drawn to a scale of one-inch equaling no more than 30 feet showing the buildings, landscaping, parking and service areas, and the location and type of all proposed outdoor lighting, the hours of operation, and controls to meet the ASHRAE Energy Code and this ordinance thereof.
- (ii) Total Site Lumen Calculation per 3.50(i).
- (iii) Individual specification for each luminaire clearly identifying full manufacture part number to include, but not limited to: series, number of lamps/LEDs, ballast/driver current, color temperature, distribution, color, total lamp lumens, and BUG Rating.
- (iv) An overall site plan drawn and sealed by a Registered Professional Engineer to a scale of one-inch equaling no more than 30 feet indicating illumination levels at ground level based on no greater than 5-foot on center grid extending from the property line to 20 feet beyond the property line and vertical calculations at the property line 30’ higher than tallest luminaire. Calculations shall be provided with Lumen Ambient Temperature, Lumen Maintenance Factor, or any other adjustments at 1.0. Obtrusive Light shall have a maximum vertical illuminance at any point in the plane of the property line of less than 0.08 foot candles for LZ 3 and shall be less than 0.03 foot candles for LZ 0, 1, and 2.
- (v) The Planning Commission may request additional calculations at their discretion, such as, but not limited to vertical illumination levels at the property line to verify the lighting is complementary to adjacent lighting and for Obtrusive Light.

(j) **Recommended Lighting for Externally Illuminated Signs.**

- (1) Subject to the exception below in (j) (2), externally lighted signs should be lighted from the top of the sign downward and be fully shielded.
- (2) Signs not taller than 6 feet above grade may be illuminated by landscape lighting complying with Table 3.

(k) **Special Permits.**

- (1) Upon special permit issued by the Planning Commission, lighting systems not complying with the technical requirements of this Section, but consistent with its intent, may be installed for the following applications:
 - (i) Sport fields and stadiums.
 - (ii) Industrial lighting for hazardous areas where the heat of the lighting fixture may cause a dangerous situation.
 - (iii) Bridges.
 - (iv) National and State Flag lighting with spotlights greater than 1,000 Lumens in LZ 3, and greater than 600 Lumens in LZ 0, LZ 1 and LZ 2
 - (v) Specialized Theme Park lighting.
 - (vi) Public monuments, public buildings and Houses of Worship.
 - (vii) Industrial areas where higher pole heights are required to avoid interference of vehicle with the pole assembly.
 - (viii) Any other lighting application not listed in Table 4.
- (2) To obtain such a permit, applicants shall demonstrate that the proposed lighting installation meets the following:
 - (i) Except for necessary construction lighting, that the property at issue is not within LZ 0 or LZ 1, if such Lighting Zone exists.
 - (ii) For the applications listed in Subsections 3.50 (k) (1) (i) – (iv) above, that the applications utilize fully shielded luminaires and, if required, side shielded and internally shielded luminaires that are installed in a fashion that maintains the shielding characteristics unless certified in writing by a registered engineer or by a lighting certified professional that such shielding is impractical. Where fully shielded fixtures cannot be utilized,

acceptable luminaires shall include only those which are installed with minimum aiming angles of 25 degrees downward from the horizontal. Said aiming angle shall be measured from the axis of the luminaire's maximum beam candlepower as certified by independent testing agency.

- (iii) That every reasonable effort has been taken to mitigate Obtrusive Light, supported by a signed statement from a registered engineer describing the mitigation measures.
- (3) The Planning Commission shall review each such application. A permit may be granted if, upon review, the Planning Commission believes that the proposed lighting will not create unwarranted Obtrusive Light.

(1) **Residential Lighting Applications**

(1) All outdoor luminaires shall be fully shielded, shall not be aimed onto adjacent properties, and shall not exceed 1260 lumens, except:

- (i) Open flame gas lamps
 - (ii) Two partly shielded or unshielded luminaire at the main entry, not exceeding the allowed lumen output of 600 lumens
 - (iii) Low voltage landscape lighting aimed away from adjacent properties and not exceeding the allowed lumen output of 525 lumens per fixture
 - (iv) Shielded directional flood lighting aimed so that Obtrusive Light is not visible from adjacent properties and not exceeding the allowed lumen output of 1,260 lumens
 - (v) Lighting installed with a motion sensor, where the sensor:
 - a. extinguishes the lights no more than 5 minutes after the area is vacated.
 - b. Sensitivity should be set such that triggering occurs only upon sensing large objects such as animals and people
- (2) Lighting for residential sports courts and pools are allowed up to a height of, and not exceeding, 15 feet above court or pool deck surface.

(m) **Luminaire Illustrations.**

Except as regulated elsewhere, the following luminaire illustrations in Diagram 3 shall be used as a guideline to help determine appropriate and inappropriate lighting fixtures, which offer different levels of shielding in both residential and non-residential areas. Please note that these graphics do not represent a complete inventory of permitted and prohibited fixtures.

Prohibited Fixtures

Permitted Fixtures

(except as allowed in Table 3)



Diagram 3.

(n) **Lighting Zone Map**

(Section 3.50 amended 06/04/03; eff. 06/24/03; amended 04/22/10; eff. 05/29/10.)

*[Replace this Page with the **Lighting Zone Map**]*

Section 2. This Ordinance shall become effective seven days after its publication or seven days after the publication of a summary of its provision in a local newspaper of general circulation.

AYES: _____

NAYS: _____

ORDINANCE DECLARED ADOPTED.

Bryan Harrison, Supervisor
Charter Township of Caledonia

Joni Henry, Clerk
Charter Township of Caledonia

I hereby certify that the foregoing is a true and complete copy of an Ordinance adopted by the Township Board of the Charter Township of Caledonia at a regular meeting held on the date first stated above, and I further certify that public notice of such meeting was given as provided by law.

Joni Henry, Clerk
Charter Township of Caledonia

First Reading: _____

Second Reading: _____

Ordinance becomes effective: _____

**2021 TAX RATE REQUEST
MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS**

County	KENT	2021 Taxable Value (All)	817,395,774
Local Government Unit	CALEDONIA TOWNSHIP	2021 Taxable minus Ranzones	817,395,774

**PLEASE READ THE
ENCLOSED
INSTRUCTIONS
CAREFULLY.**

You must complete this form for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec. 211.119. The following tax rates have been authorized for levy on the **2021** tax roll.

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
Source	Purpose of Millage	Date of Election	Millage Authorized by Charter, etc.	2020 Millage Rate Permanently Reduced by MCL 211.24d	Current Year Millage Reduction Fraction	2021 Millage Rate Permanently Reduced by MCL 211.24d	Sec. 211.24 Millage Rollback Fraction	Maximum allowable Millage Rate*	Millage Requested to be Levied July 1	Millage Requested to be Levied Dec. 1	Expiration Date of Millage Authorized
ALLOCATED	OPERATING	2/20/1979	1.1000	0.6785	0.9895	0.8713	1.0000	0.6713		0.6713	UNLIMITED
EXTRA VOTED	LIBRARY	5/5/2009	0.3797	0.3698	0.9895	0.3659	1.0000	0.3659		0.1774	12/31/2031
EXTRA VOTED	FIRE & POLICE	8/7/2018	1.9930	1.9594	0.9895	1.9388	1.0000	1.9388		1.9388	12/31/2023
Total Operating Allowed									2.9760		

As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary, to comply with the state constitution (Article 9, Section 21), and that the requested levy rates have also been reduced. If necessary, to comply with MCL Sections 211.24a, 211.24, and for LOCAL school districts which levy a Supplemental (Held) (Lamasas) Millage, MCL 380.121(13).

PLEASE ENTER REQUESTED MILLAGE IN COLUMNS 10 AND/OR 11

Prepared by Matthew Woolford	Co-Sign - Prepared/Verified <i>[Signature]</i>	Title Equalization Director	Co-Sign Title <i>[Signature]</i>	CED-Date 4/21/2021	Co-Date 4/27/21
<input type="checkbox"/> Clerk	<input type="checkbox"/> Secretary	<input type="checkbox"/> Chairperson	<input type="checkbox"/> President	Signature	Date
		Type Name			

*Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. A public hearing and determination is required for an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

** IMPORTANT: See instructions on the reverse side for the correct method of calculating the millage rate in column (5).

KENT COUNTY

CHECK LIST FOR 2021 COUNTY APPORTIONMENT

- Our Tax Authority has completed the following steps as required by M.C.L. 211.24e ((Truth-in-Taxation)):
- A Separate Truth-in-Taxation hearing is NOT necessary. Our Tax Authority complies with Section 16 of the Uniform Budgeting and Accounting Act (M.C.L. 141.436). Notice, advertising and print size are contained in M.C.L. 141.412.
- Our Board (Township/School/Commission/Council/Authority/etc.) has met and adopted a resolution proposing an additional operating millage rate and proposing a hearing date. (M.C.L. 211.24e, subsection 7)
- Our Board (Township/School/Commission/Council/Authority/etc.) has published a hearing notice containing the proposed additional millage rate and percentage increase in operating revenue which would be generated from permitted ad valorem tax levies at least 6 days before the hearing date. (M.C.L. 211.24e, subsection 6 and 9) date. (M.C.L. 211.24e, subsection 6 and 9)
- Our Board (Township/School/Commission/Council/Authority/etc.) held a public hearing pursuant to the hearing notice. (M.C.L. 211.24e, subsection 6)
- Our Board (Township/School/Commission/Council/Authority/etc.) has adopted a resolution adopting additional operating millage which does not exceed that which appeared in the hearing notice published at least 10 days earlier. (M.C.L. 211.24e, subsection 8)
- Our Board (Township/School/Commission/Council/Authority/etc.) is exempt from M.C.L. 211.24e because we levied 1 mill or less in the concluding tax year for operating purposes
- Our Board (Township/School/Commission/Council/Authority/etc.) has verified and updated the Date of Election and Millage Expiration Date on the L-4029 form.

Send all support documents for new millages or millage renewals to _____

Kent County Equalization. _____

Charter Township of Caledonia
Taxing Jurisdiction (city, township, etc.)

Clerk or Secretary

Chairperson, President or Supervisor

Dated this _____ day of _____ 2021