



# Brighton City Council Meeting

200 N First St • City Hall Council Chambers • Brighton, Michigan 48116  
(810) 227-1911 • [www.brightoncity.org](http://www.brightoncity.org)

**JANUARY 14, 2025 – 6:30 p.m.**

## **AGENDA**

1. Call to order
2. Pledge of Allegiance
3. Roll call
4. Consider approval of the agenda
5. Consider approval of consent agenda items

### **Consent Agenda Items**

- a. [Approval of minutes: regular meeting of December 14, 2024](#)
- b. [Approval of the 2025 Policy Guidelines for Applicants Requesting Poverty Exemptions as of December 31, 2024, Resolution #2025-01](#)
- c. [Approval to recognize Veterans Connected as a 501\(c\)\(3\), non-profit organization for the purpose of obtaining a Charitable Gaming License, Resolution #2025-02](#)

### **Correspondence**

6. Call to the public
7. Staff updates
8. Updates from Councilmember liaisons to various boards and commissions

### **Discussion**

9. Alternate Brighton Area Fire Authority Board Member

### **Public Hearing**

10. [Conduct a public hearing and consider adoption of the proposed 2025-2029 Recreation Plan, Resolution #2025-03](#)
11. [Conduct a public hearing and consider adoption of proposed Ordinance 607: Chapter 98, Amendments to the R5 Zoning Ordinance](#)

### **New Business**

12. [Consider approval of the purchase of a new Flygt sludge mixer from Kennedy Industries at a cost not to exceed \\$53,415](#)

### **Closed Session**

13. Consider Entering into Closed Session to Receive a Written Attorney-Client Privileged Communication pursuant to the Michigan Open Meetings Act, 1976, § 15.268(1)(h), Michigan Compiled Laws.
14. Consider entering into a closed session to conduct a periodic personnel evaluation of a public officer, employee, staff member, or individual agent, if the named individual requests a closed hearing, pursuant to the Michigan Open Meetings Act, 1976, § 15.268(1)(a), Michigan Compiled Laws.

### **Other Business**

15. Call to the public
16. Adjournment



# Brighton City Council Meeting

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## MINUTES OF THE REGULAR MEETING OF THE BRIGHTON CITY COUNCIL HELD ON DECEMBER 10, 2024

### 1. Call to order

Mayor Tobbe called the meeting to order at 6:30 p.m.

### 2. Pledge of Allegiance

### 3. Roll call

Present were Mayor Tobbe, Mayor Pro Tem Bohn, Councilmembers: Albert, Gardner, Gipson, Pettengill, and Schmenk.

Staff Present: City Manager Gretchen Gomolka, City Clerk Tara Brown, Chief Brent Pirochta, and Deputy Chief Craig Flood.

### 4. Consider approval of the agenda

**Motion** by Councilmember Gardner, seconded by Councilmember Schmenk to approve the agenda as presented. **The motion carried, 7-0.**

### 5. Consider approval of consent agenda items

**Motion** by Councilmember Schmenk, seconded by Councilmember Pettengill to approve the consent agenda as presented. **The motion carried, 7-0.**

#### Consent Agenda Items

- a. **Approval of minutes: regular meeting of November 26, 2024**
- b. **Approval of the agreement with Brighton Area Schools to collect their non-principal residence operating property taxes on the city's summer 2025 tax bills**
- c. **Approval of the agreement with Livingston Educational Services Agency to collect operating property taxes on the city's summer 2025 tax bills**

#### Correspondence

### 6. Call to the public

Mayor Tobbe opened the call to the public at 6:32 p.m. Hearing and seeing no comment, the call to the public was closed.

### 7. Staff updates

Chief Pirochta thanked all who attended and participated in the Shop with a Cop event. The police officers were able to help sixty-four children shop at Walmart. Each child was given a \$200 spending limit.

City Manager Gomolka announced the launch of the Explore Brighton Howell Downtown shopping campaign, designed to support downtown merchants by promoting their businesses through advertising and dedicated webpage features on the Explore Brighton Howell Area website.

### 8. Updates from Councilmember liaisons to various boards and commissions

Councilmember Gardner provided a summary of the newly revised Brighton Area Fire Authority Article of Incorporation changes and updates.

Councilmember Schmenk stated that on December 5, 2024, the Kiwanis Club Story Walk celebrated the formal ribbon cutting and was warmly attended by many community members. Councilmember Schmenk thanked Great Harvest for

providing treats for the attendees of the ribbon cutting.

Mayor Tobbe wished the outgoing Genoa Charter Township board well and welcomed the newly elected board. Mayor Tobbe also thanked the Brighton Area Chamber of Commerce for such a wonderful Holiday Event with Santa and Mrs. Claus.

**New Business**

**9. Consider approval to purchase Kenwood radios from Digicom Global 911 Inc. in an amount not to exceed \$141,147.62 and the related budget amendment**

**Motion** by Councilmember Gipson, seconded by Councilmember Schmenk to approve the purchase of Kenwood radios from Digicom Global 911 Inc. in an amount not to exceed \$141,147.62 and related budget amendment in the General Fund. **The motion carried, 7-0.**

**Other Business**

**10. Call to the public**

Mayor Tobbe opened the call to the public at 6:52 p.m. Hearing and seeing no comment, the call to the public was closed.

**11. Adjournment**

**Motion** by Councilmember Gardner, seconded by Councilmember Albert to adjourn the meeting at 6:52 p.m. **The motion carried, 7-0.**

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Tara Brown, City Clerk



# City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

JANUARY 14, 2025

**SUBJECT: ANNUAL POVERTY EXEMPTION RESOLUTION**

## **BACKGROUND**

- The State Tax Commission conducts an annual 14-point Audit of Minimum Assessing Requirements (AMAR) of municipal assessing departments. A requirement of the AMAR standards is that annually the City Council approves an update to the poverty exemption federal dollar thresholds.
- The attached Poverty Exemption Packet/Application has been updated with the 2025 Federal income thresholds.

## **RECOMMENDATION**

Approval of Poverty Exemption Resolution #2025-01

Prepared by: Elizabeth Gaines, Finance Director

Approved by: Gretchen Gomolka, City Manager

Attachments:

1. Poverty exemption packet/application
2. Resolution #2025-01



**City of Brighton**  
OFFICE OF THE CITY ASSESSOR

**2025**

**City of Brighton**  
**Poverty Exemption Application**

Pursuant to Section 211.7u  
Michigan Compiled Laws

This application must be filled out carefully and completely. A copy of the 2024 Federal Income Tax Return must be submitted with this application for each person residing in the homestead. Federal W-2 form(s) are also required to be submitted. All applications **MUST** be complete and contain accurate information.

**APPLICATIONS SUBMITTED WITHOUT COMPLETED FORMS OR INCOME TAX DOCUMENTS WILL BE CONSIDERED INCOMPLETE AND DENIED.**

**THE GENERAL PROPERTY TAX ACT (EXCERPT)**  
**Act 206 of 1893**

**211.7u** Principal residence of persons in poverty; exemption from taxation; applicability of section to property of corporation; eligibility for exemption; application; policy and guidelines to be used by local assessing unit; duties of board of review; appeal of property assessment; “principal residence” defined.

**Sec. 7u (1)** The principal residence of persons who in the judgment of the supervisor and board of review; by reason for poverty are unable to contribute toward the public charges is eligible for exemption in whole or in part from taxation under this act. This section does not apply to the property of a corporation.

(1) To be eligible for exemption under this section; a person shall do all of the following on an annual basis:

- (a) Be an owner of and occupy as a principal residence the property for which an exemption is requested.
- (b) File a claim with the supervisor or board of review on a form provided by the local assessing unit; accompanied by federal and state income tax returns for all persons residing in the principal residence; filed in the immediately preceding year or in the correct year. The filing of a claim under this subsection constitutes an appearance before the board of review for the purpose of preserving the claimant’s right to appeal the decision of the board of review regarding the claim.
- (c) Produce a valid driver’s license or other form of identification if required by the supervisor or board of review.
- (d) Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested if required by the supervisor or board of review.
- (e) Meet the federal poverty guidelines updated annually in the federal register by the United States Department of Health and Human Services under authority of section 673 of subtitle B of title VI of the Omnibus Budget Reconciliation Act of 1981, Public Law 97-35, 42 U.S.C. 9902, or alternative guidelines adopted by the governing body of the local assessing unit provided the alternative guidelines do not provide income eligibility requirements less than the federal guidelines.

(2) The application for an exemption under this section shall be filed after January 1, but before the day prior to the last day of the board of review.

(3) The governing body of the local assessing unit shall determine and make available to the public the policy and guidelines the local assessing unit uses for the granting of exemptions under this section. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and total household income and assets.

(4) A person who files a claim under this section is not prohibited from also appealing the assessment on the property for which that claim is made before the board of review in the same year.

(5) As used in this section, “principal residence” means principal residence or qualified agricultural property as those terms are defined in section 7dd.

History: Add 1980, Act 142, Imd. Eff. June 2, 1980; – Am. 1993, Act 313, Eff. Mar 15, 1994; - Am. 1994, Act 390, Imd. Eff. Dec. 29, 1994; - Am. 2002, Act 620.

**Popular Name;** Act 2006 c 2007 Legislative Council, State of Michigan

# CITY OF BRIGHTON

## POVERTY EXEMPTION PROCESS

Please be aware that as an applicant for Poverty Exemption you must also comply with the following sections of the Michigan Compiled Laws:

**Section 211.118** Any person, who, under any of the proceedings required or permitted by this act shall willfully swear falsely, will be found guilty of perjury and subject to its penalties.

**Section 211.119 (1)** A person who willfully neglects or refuses to perform a duty imposed upon that person by this act, when no other provision is made in this act, is guilty of a misdemeanor, punishable by imprisonment for not more than 6 months, or a fine not more than \$300 dollars, and is liable to a person injured to the full extent of the injury sustained.

The members of the Board of Review will analyze all properly submitted applications for Hardship/Poverty Exemptions, according to amend P.A. 390 of 1994, section 211.7u of the Michigan Compiled Laws (MCL). Each taxpayer will be treated the same, and the items to be considered and the manner in which they will be analyzed are listed under the following guidelines.

MCL 211.7u provides for a property tax exemption, in whole or part, for the principal residence of persons who, by reason of poverty, are unable to contribute to the public charges. Principal residence is defined in MCL 211.7dd as a principal residence or qualified agricultural property. MCL 211.7u states that this section does not apply to the property of a corporation, even if a corporation or limited liability company meets the definition of a principal residence. Please note: Public Act 253 of 2020 was signed into law on December 23, 2020, which changes the methodology used to determine a reduction in the current taxable value limiting it to 25%, 50%, 75%, or 100%. There are no other percentage reductions permitted.

### I. General Overview

The Board of Review of the City of Brighton recognizes the need to have available a procedure by which residents in need of assistance under MCL 211.7u can make an application for property tax relief. The Board further recognizes that pursuant to statute and case law, they must adopt procedures and guidelines, approved by City Council, to be used as standards when considering appeals made based on financial hardship. The Board of Review understands that these guidelines must be adhered to when reviewing poverty appeals. The Board of Review may reject any form submitted that is inaccurate or not fully completed by the time of the Board's consideration. All information in the application is subject to verification by the Board of Review or Assessors Office. The City of Brighton has established the following procedures for the uniform determination and application of poverty exemptions to be administered by the City of Brighton Board of Review.

### II. Basic Filing Requirements

In order to be considered for exemption under section 211.7u:

1. Be an owner of and occupy as a principal residence the property for which an exemption is requested.
2. File a claim with the assessor on a form provided by the local assessing unit which must include forms 5737 and 5739; accompanied by federal and state income tax returns for all persons residing in the principal residence; filed in the immediately preceding year or in the correct year. The filing of a claim under this

subsection constitutes an appearance before the board of review for the purpose of preserving the claimant's right to appeal the decision of the board of review regarding the claim.

3. All applicants of homesteaded property must annually obtain and submit a complete and accurate Poverty Exemption Application on a form designated and supplied by the City of Brighton Assessors office for this application after January 1 but before the dates listed below. Once the application is complete and you have obtained the supporting documents, you **must** call the assessing office at (810) 225-8024 and make an appointment to come in and review your application. This appointment should take no longer than 30 minutes. Handicapped or infirmed applicants may call the Assessor's Office to make necessary arrangements for a home visit. The application, with all requested documents, and a completed interview must be done and submitted by:

**July 8, 2025, for action by the July Board of Review or  
December 2, 2025, for action by the December Board of Review**

4. Provide federal and state income tax returns, all W-2s, all 1099s, and all bank statements from the prior years as well as the current month for the current or immediately preceding year, including any property tax credits, for **ALL** persons residing in the principal residence (disclosure of the income of an owner who is not residing in the principal residence is not required). Please note that Federal and State income tax returns are not required for a person residing in the principal residence if that person was not required to file a federal or state income tax return. Instead, Form 4988, Poverty Exemption Affidavit may be filed for **ALL** persons residing in the residence who were not required to file federal or state income tax returns in the current or immediately preceding year.
5. Produce a valid driver's license or other form of identification, if requested.
6. Applicants/owners must provide information and documents pertaining to Federal non-cash benefit programs including but not limited to: Medicare, Medicaid, food stamps, school lunches, college or university scholarships, grants, fellowships, and assistantships.
7. Applicants must provide any and all documentation supporting their income and expenses to support the information supplied on the application. This is not inclusive, and the Board of Review may request additional information or documentation. Applications submitted without completed forms, income tax returns, or the appointment to review your application will not be considered.
8. Applicants and owners must pass the asset level test adopted by the City of Brighton.

III. Applicants must conform to the income guidelines which are established by the Federal Register of the United States Department of Health and Human Services.

IV. Processing Applications

Once an Application for Tax Exemption is completed and returned. It will be reviewed further by the assessing staff. This staff will complete and attach a Hardship Worksheet to each appeal. The worksheet will summarize the application and provide the Board of Review with specific information including income of the applicant, an estimated tax amount for the property, and an estimated net property tax liability to the homeowner/applicant.

After the above referenced information is compiled, the entire packet will be submitted to the Board of Review to be considered for tax relief. The Board of Review, in making their decision, may contact the applicant for any additional information they deem necessary. The Board of Review shall also reject any application where the information contained in it appears fraudulent, misleading, or incomplete.

V. Income Guidelines

The Board of Review may review applications without the applicant being present, however, the applicant may attend the meeting if they wish to answer any questions the Board may have. The applicant may be asked to answer questions regarding their financial affairs, health, status of the people living in the home, etc. by the Board at the Board of Review meeting, which is open to and may be attended by the public. Under the Freedom of Information Act, all records submitted to the Board of Review are public record potentially subject to disclosure to the public.

According to the U.S. Census Bureau, "**INCOME**" includes, but is not limited to: money, wages, salaries before deductions, regular contributions from persons not living in the residence, net receipts from non-farm or farm self-employment (receipts from a person's own business, professional enterprise, or partnership, after business expense deductions), regular payments from social security, railroad retirement, unemployment, worker's compensation, veteran's payments, public assistance, supplemental security income (SSI), alimony, child support, military family allotments, private and governmental retirement and disability pensions, regular insurance, annuity payments, college or university scholarships, grants, fellowships, assistantships, dividends, interest, and net income from rentals, royalties, estates, trusts, gambling or lottery winnings. Income from the homestead property tax credit is not considered income for poverty exemption purposes.

The income guidelines used by the Board of Review have been established in accordance with P.A. 390 of 1994 and P.A. 253 of 2020. In determining qualifications for tax exemption, the Board of Review shall consider every variable on the application, including total household income, the nature or duration of income stream, the quality and accuracy of the information submitted and any other such evidence as it feels appropriate in making their decision. In general, however, these guidelines shall be used by the Board of Review in making its decisions. The income amounts below relate directly to the Federal Poverty Guidelines and are adjusted accordingly each year.

2025 Federal Poverty	
Size of Family Unit	Federal Poverty Guidelines
1 Person	\$15,060
2 Persons	\$20,440
3 Persons	\$25,820
4 Persons	\$31,200
5 Persons	\$36,580
6 Persons	\$41,960
7 Persons	\$47,340
8 Persons	\$52,720
For each additional person	\$5,380
2025 City of Brighton Poverty Guidelines	
Federal Poverty Guidelines	Board Action
At or below	100% reduction in Taxable Value
Over	No hardship relief will be granted

## VI. Asset Guidelines

As required by P.A. 390 of 1994 and P.A. 253 of 2020, all guidelines for poverty exemptions as established by the governing body of the local assessing unit SHALL also include an asset level test. The following assets shall be considered when applying an asset test to determine qualification for tax exemption:

**"ASSETS"** includes, but is not limited to: A second home, land, vehicles, recreational vehicles such as campers, motorhomes, boats, and ATVs, buildings other than the residence, jewelry, antiques, artwork, equipment, other personal property of value, bank accounts, stocks, money received from the sale of property, such as stocks, bonds, a house or car, withdrawals from bank deposits and borrowed money (including reverse mortgage's), gifts, loans, lump-sum inheritances and one-time insurance payments, food or housing received in lieu of wages, the value of food and fuel produced and consumed on farms, Federal non-cash benefits programs such as Medicare, Medicaid, food stamps, and school lunches. The asset test does not include the value of the principal residence. or the homestead property tax credit (unless you have a reverse mortgage) as it is not to be considered income for poverty exemption purposes. However, if you have a reversed mortgage that value is included in the asset test.

The City of Brighton's maximum cumulative value of assets allowed for a Poverty Exemption shall be \$20,000. The purpose of an asset test is to determine the resources available: cash, cash value of life insurance policies, mutual funds, bonds, stocks, money market accounts, savings accounts, checking accounts, cars, boats, real estate that is not the homestead (including rental properties and vacant properties), and all liquid assets.

## VII. Summary

In conclusion, the Board of Review has been given exclusive statutory jurisdiction over the granting of property tax relief due to poverty. The Board of Review for the City of Brighton takes this task seriously and attempts to provide relief to all deserving residents within the city.

Applicants and owners will be sent a written notice of the Board's final decision. An applicant may appeal the Board's decision to the Michigan Tax Tribunal. Appeals of the March Board of Review decisions must be filed with the Michigan Tax Tribunal by July 31 of the current year. Appeals of the July or December Board of Review decisions must be filed within 35 days of notification of the Board's decision. "Effective March 1, 2013, the Tribunal is no longer able to accept Small Claims letter appeals. Rather, you are required to file a petition to initiate a new Small Claims appeal. Petition forms and more information on how to appeal to the Michigan Tax Tribunal is located on their website at, <http://www.michigan.gov/taxtrib>.

Petition Number: \_\_\_\_\_

Parcel #: 4718-\_\_\_\_\_

## Application for MCL 211.7u Poverty Exemption

This form is issued under the authority of the General Property Tax Act, Public Act 206 of 1893, MCL 211.7u.

MCL 211.7u of the General Property Tax Act, Public Act 206 of 1893, provides a property tax exemption for the principal residence of persons who, by reason of poverty, are unable to contribute toward the public charges. This application is to be used to apply for the exemption and must be filed with the Board of Review where the property is located. This application may be submitted to the city or township the property is located in each year on or after January 1.

**To be considered complete, this application must:** 1) be completed in its entirety, 2) include information regarding all members residing within the household, and 3) include all required documentation as listed within the application. Please write legibly and attach additional pages as necessary.

<b>PART 1: PERSONAL INFORMATION - Petitioner must list all required personal information.</b>				
Petitioner's Name			Daytime Phone Number	
Age of Petitioner	Marital Status	Age of Spouse	Number of Legal Dependents	
Property Address of Principal Residence		City	State	ZIP Code
<input type="checkbox"/> Check if applied for Homestead Property Tax Credit		Amount of Homestead Property Tax Credit		
<b>PART 2: REAL ESTATE INFORMATION</b>				
List the real estate information related to your principal residence. Be prepared to provide a deed, land contract or other evidence of ownership of the property at the Board of Review meeting.				
Property Parcel Code Number		Name of Mortgage Company		
Unpaid Balance Owed on Principal Residence	Monthly Payment	Length of Time at this Residence		
Property Description				
<b>PART 3: ADDITIONAL PROPERTY INFORMATION</b>				
List information related to any other property owned by you or any member residing in the household.				
<input type="checkbox"/> Check if you own, or are buying, other property. If checked, complete the information below.			Amount of Income Earned from other Property	
1	Property Address	City	State	ZIP Code
	Name of Owner(s)	Assessed Value	Date of Last Taxes Paid	Amount of Taxes Paid
2	Property Address	City	State	ZIP Code
	Name of Owner(s)	Assessed Value	Date of Last Taxes Paid	Amount of Taxes Paid

**PART 4: EMPLOYMENT INFORMATION -** List your current employment information.

Name of Employer			
Address of Employer	City	State	ZIP Code
Contact Person	Employer Telephone Number		

**PART 5: INCOME SOURCES**

List all income sources, including but not limited to: salaries, Social Security, rents, pensions, IRAs (individual retirement accounts), unemployment compensation, disability, government pensions, worker's compensation, dividends, claims and judgments from lawsuits, alimony, child support, friend or family contribution, reverse mortgage, or any other source of income, for all persons residing at the property.

Source of Income	Monthly or Annual Income (indicate which)

**PART 6: CHECKING, SAVINGS AND INVESTMENT INFORMATION**

List any and all savings owned by all household members, including but not limited to: checking accounts, savings accounts, postal savings, credit union shares, certificates of deposit, cash, stocks, bonds, or similar investments, for all persons residing at the property.

Name of Financial Institution or Investments	Amount on Deposit	Current Interest Rate	Name on Account	Value of Investment

**PART 7: LIFE INSURANCE -** List all policies held by all household members.

Name of Insured	Amount of Policy	Monthly Payments	Policy Paid in Full	Name of Beneficiary	Relationship to Insured

**PART 8: MOTOR VEHICLE INFORMATION**

All motor vehicles (including motorcycles, motor homes, camper trailers, etc.) held or owned by any person residing within the household must be listed.

Make	Year	Monthly Payment	Balance Owed

**PART 9: HOUSEHOLD OCCUPANTS** - List all persons living in the household.

First and Last Name	Age	Relationship to Applicant	Place of Employment	\$ Contribution to Family Income

**PART 10: PERSONAL DEBT** - List all personal debt for all household members.

Creditor	Purpose of Debt	Date of Debt	Original Balance	Monthly Payment	Balance Owed

**PART 11: MONTHLY EXPENSE INFORMATION**

The amount of monthly expenses related to the principal residence for each category must be listed. Indicate N/A as necessary.

Heating	Electric	Water	Phone
Cable	Food	Clothing	Health Insurance
Garbage	Daycare	Car Expense (gas, repair, etc.)	
Other (type and amount)	Other (type and amount)	Other (type and amount)	
Other (type and amount)	Other (type and amount)	Other (type and amount)	

**NOTICE:** Per MCL 211.7u(2)(b), federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns, filed in the immediately preceding year or in the current year must be submitted with this application. Federal and state income tax returns are not required for a person residing in the principal residence if that person was not required to file a federal or state income tax return in the tax year in which the exemption under this section is claimed or in the immediately preceding tax year.

**PART 11: POLICY AND GUIDELINES ACKNOWLEDGMENT**

The governing body of the local assessing unit shall determine and make available to the public the policy and guidelines used for the granting of exemptions under MCL 211.7u. In order to be eligible for the exemption, the applicant must meet the federal poverty guidelines published in the prior calendar year in the Federal Register by the United States Department of Health and Human Services under its authority to revise the poverty line under 42 USC 9902, or alternative guidelines adopted by the governing body of the local assessing unit so long as the alternative guidelines do not provide income eligibility requirements less than the federal guidelines. The policy and guidelines must include, but are not limited to, the specific income and asset levels of the claimant and total household income and assets. The combined assets of all persons must not exceed the limits set forth in the guidelines adopted by the local assessing unit.

The applicant has reviewed the applicable policy and guidelines adopted by the city or township, including the specific income and asset levels of the claimant and total household income and assets.

**PART 12: CERTIFICATION**

I hereby certify to the best of my knowledge that the information provided in this form is complete, accurate and I am eligible for the exemption from property taxes pursuant to Michigan Compiled Law, Section 211.7u.

Printed Name	Signature	Date
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**This application shall be filed after January 1, but before the day prior to the last day of the local unit's December Board of Review.**

**Decision of the March Board of Review may be appealed by petition to the Michigan Tax Tribunal by July 31 of the current year. A July or December Board of Review decision may be appealed to the Michigan Tax Tribunal by petition within 35 days of decision. A copy of the Board of Review decision must be included with the petition.**

Michigan Tax Tribunal  
PO Box 30232  
Lansing, MI 48909

Phone: 517-335-9760  
E-mail: [taxtrib@michigan.gov](mailto:taxtrib@michigan.gov)

Petition Number: \_\_\_\_\_  
 Parcel #: 4718-\_\_\_\_\_

Michigan Department of Treasury  
 618 (Rev. 11-12)

**Petition to Board of Review**

**L-4035**

This form is issued under the authority of P.A. 206 of 1893, as amended. Filing is voluntary; however, you may not appeal to the Michigan Tax Tribunal or the State Tax Commission unless you first protest to the Board of Review.

**TO BE COMPLETED BY OWNER OR OWNER'S AGENT**

Owner's Name (Please Print or Type)	Petitioner's Name (If Other than Owner. Please Print or Type)
Township or City <b>City of Brighton</b>	County <b>Livingston</b>

The undersigned protests the assessed value and/or the tentative taxable value and/or the property classification and/or the qualified agricultural property exemption of the following described property:

Property Identified (Parcel code required. Property address & legal description optional)  
 Parcel #: \_\_\_\_\_ Property Address: \_\_\_\_\_  
 Legal Description (optional): \_\_\_\_\_

**Protested Item**  Assessable Value  Tentative Taxable Value  Classification  Qualified Agricultural Property Exemption

**1. PROTEST OF ASSESSMENT**

(Complete this section for a protest of assessed value and/or tentative taxable value)

Assessed Amount	Owner's Estimate of True Cash Value	Tentative Taxable Value	Year

**2. PROTEST OF CLASSIFICATION**

(Complete this section for a request to change the classification. The Board of Review must make their decision regarding classification in accordance with Section 211.34c of the Michigan Compiled Laws. The Board of Review shall not be influenced by the effect that a particular classification has on that property's status as a homeowner's principal residence or qualified agricultural property.)

Classification of property on this year's assessment roll

Classification should be (check one of the following):

Agricultural  Industrial  Timber Cutover  Utility (Personal Property Only)  
 Commercial  Residential  Developmental

**3. PROTEST OF EXEMPTION FOR QUALIFIED AGRICULTURAL PROPERTY**

(If the assessor has denied or changed the percentage of the exemption from the 18 mills of local school operating tax for qualified agricultural property, the owner may appeal this action to the March Board of Review. THE BOARD OF REVIEW HAS NO AUTHORITY TO CONSIDER OR ACT UPON THE EXEMPTION FROM THE 18 SCHOOL OPERATING MILLS FOR HOMEOWNER'S PRINCIPAL RESIDENCE PROPERTIES.)

Percent qualified agricultural exemption granted by assessor (Enter 0 if exemption denied)	Percent qualified agricultural exemption requested by owner (Enter 100 if full exemption requested)

**4. REASON FOR PROTEST**

State reason(s) for protest of assessed value and/or the tentative taxable value and/or classification and/or qualified agricultural property exemption

**CERTIFICATION**

Signature	Date
Address	Phone Number

**FOR BOARD OF REVIEW USE ONLY**

INSTRUCTIONS: Incorporate a copy of this form and the assigned number in the Board of Review minutes.

Petition Number	Parcel Code
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**1. ASSESSED VALUE**

Disposition by Board of Review. The Board of Review <b>must</b> state the reason for its action below. <input type="checkbox"/> Denied <input type="checkbox"/> Assessed Value Changed From _____ to _____
Record of vote – Board or three member committee of board Chairperson: <input type="checkbox"/> Yes <input type="checkbox"/> No _____ Member: <input type="checkbox"/> Yes <input type="checkbox"/> No _____ Member: <input type="checkbox"/> Yes <input type="checkbox"/> No _____ <small style="display: flex; justify-content: space-around; width: 100%;">Initials Initials Initials</small>
Reason for board action  If you disagree with the decision of the Board of Review regarding tentative assessed value, you may appeal that decision by filing a petition with the Michigan Tax Tribunal at P.O. Box 30232, Lansing, MI 48909. Commercial Real, Industrial Real, Developmental Real, Commercial Personal, Industrial Personal and Utility Personal Property may be appealed by May 31. Agricultural Real, Residential Real, Timber-Cutover Real and Agricultural Personal Property may be appealed by July 31. The petition must be filed on a Michigan Tax Tribunal form or a form approved by the Michigan Tax Tribunal. Michigan Tax Tribunal forms are available at <a href="http://www.michigan.gov/taxtrib">www.michigan.gov/taxtrib</a> .

**2. TENTATIVE TAXABLE VALUE**

Disposition by Board of Review. The Board of Review <b>must</b> state the reason for its action below. <input type="checkbox"/> Denied <input type="checkbox"/> Tentative Taxable Value Changed From _____ to _____
Record of vote – Board or three member committee of board Chairperson: <input type="checkbox"/> Yes <input type="checkbox"/> No _____ Member: <input type="checkbox"/> Yes <input type="checkbox"/> No _____ Member: <input type="checkbox"/> Yes <input type="checkbox"/> No _____ <small style="display: flex; justify-content: space-around; width: 100%;">Initials Initials Initials</small>
Reason for board action  If you disagree with the decision of the Board of Review regarding tentative assessed value, you may appeal that decision by filing a petition with the Michigan Tax Tribunal at P.O. Box 30232, Lansing, MI 48909. Commercial Real, Industrial Real, Developmental Real, Commercial Personal, Industrial Personal and Utility Personal Property may be appealed by May 31. Agricultural Real, Residential Real, Timber-Cutover Real and Agricultural Personal Property may be appealed by July 31. The petition must be filed on a Michigan Tax Tribunal form or a form approved by the Michigan Tax Tribunal. Michigan Tax Tribunal forms are available at <a href="http://www.michigan.gov/taxtrib">www.michigan.gov/taxtrib</a> .

**3. CLASSIFICATION**

Disposition by Board of Review. The Board of Review <b>must</b> state the reason for its action below. <input type="checkbox"/> Denied <input type="checkbox"/> Classification Changed From _____ to _____
Record of vote – Board or three member committee of board Chairperson: <input type="checkbox"/> Yes <input type="checkbox"/> No _____ Member: <input type="checkbox"/> Yes <input type="checkbox"/> No _____ Member: <input type="checkbox"/> Yes <input type="checkbox"/> No _____ <small style="display: flex; justify-content: space-around; width: 100%;">Initials Initials Initials</small>
Reason for board action  If you disagree with the decision of the Board of Review regarding classification, you may appeal by sending Form 2167 to the State Tax Commission at P.O. Box 30471, Lansing, MI 48909 by June 30.

**4. QUALIFIED AGRICULTURAL PROPERTY EXEMPTION**

Disposition by Board of Review. The Board of Review <b>must</b> state the reason for its action below. <input type="checkbox"/> Exemption Request Denied <input type="checkbox"/> Exemption percent modified from _____ % to _____ %
Record of vote – Board or three member committee of board Chairperson: <input type="checkbox"/> Yes <input type="checkbox"/> No _____ Member: <input type="checkbox"/> Yes <input type="checkbox"/> No _____ Member: <input type="checkbox"/> Yes <input type="checkbox"/> No _____ <small style="display: flex; justify-content: space-around; width: 100%;">Initials Initials Initials</small>
Reason for board action  If you disagree with the decision of the Board of Review regarding tentative taxable value, you may appeal that decision by filing a petition with the Michigan Tax Tribunal at P.O. Box 30232, Lansing, MI 48909 by July 31. The petition must be filed on a Michigan Tax Tribunal form or a form approved by the Michigan Tax Tribunal. Michigan Tax Tribunal forms are available at <a href="http://www.michigan.gov/taxtrib">www.michigan.gov/taxtrib</a> .

**5. ADJOURNMENT**

Date of Final adjournment of Board of Review	
Board of Review Secretary Signature	Date



# City of Brighton

OFFICE OF THE CITY ASSESSOR

Petition Number: \_\_\_\_\_

Parcel #: 4718-\_\_\_\_\_

**LETTER OF AUTHORIZATION**  
July or December Board of Review

I, \_\_\_\_\_, on \_\_\_\_\_,  
Name of Petitioner Date

as owner/taxpayer/representative of 4718-\_\_\_\_\_, located in the City of Brighton,  
Parcel Number

do hereby appoint and authorize the City of Brighton Assessing Department to act on my behalf at the Board of Review by submitting the attached information as filed by me for the year(s) identified below:

Year(s): \_\_\_\_\_  
Current Year

Owner/taxpayer/representative's Name (Printed): \_\_\_\_\_

\_\_\_\_\_  
Owner/taxpayer/representative's signature Date

**City of Brighton use only (do not write below this line)**

Date Affidavit filed with the city: \_\_\_\_\_

PRE-Affidavit Included or on File: Yes  No

Supporting documents provided? Yes  No

Documents provided \_\_\_\_\_  
(Personal Property Statement, Small Business Property Tax Exemption, Etc.)

Year and Board of Review submitted by the City Assessor:

Year \_\_\_\_\_ July  December

Petition Number: \_\_\_\_\_  
Parcel #: 4718-\_\_\_\_\_

**ONLY COMPLETE THIS FORM FOR ALL PERSON(S) RESIDING IN THE PRINCIPAL RESIDENCE IF THEY ARE NOT REQUIRED TO FILE A FEDERAL OR STATE INCOME TAX RETURN.**

Michigan Department of Treasury  
4988 (05-12)

**Poverty Exemption Affidavit**

This form is issued under authority of Public Act 206 of 1893; MCL 211.7u.

**INSTRUCTIONS:** When completed, this document must accompany a taxpayer’s Application for Poverty Exemption filed with the supervisor or the board of review of the local unit where the property is located. MCL 211.7u provides for a whole or partial property tax exemption on the principal residence of an owner of the property by reason of poverty and the inability to contribute toward the public charges. MCL 211.7u(2)(b) requires proof of eligibility for the exemption to be provided to the board of review by supplying copies of federal and state income tax returns for all persons residing in the principal residence, including property tax credit returns, or by filing an affidavit for all persons residing in the residence who were not required to file federal or state income tax returns for the current or preceding tax year.

I, \_\_\_\_\_, swear and affirm by my signature below that I reside in the principal residence that is the subject of this Application for Poverty Exemption and that for the current tax year and the preceding tax year, I was not required to file a federal or state income tax return.

Address of Principal Residence: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Person Making Affidavit

\_\_\_\_\_  
Date



# City of Brighton

OFFICE OF THE CITY ASSESSOR

Petition Number: \_\_\_\_\_

Parcel #: 4718-\_\_\_\_\_

## POVERTY EXEMPTION WORKSHEET (City's worksheet)

TAX YEAR: 2025

PARCEL NUMBER:		
OWNER(S) NAME:		
PROPERTY ADDRESS:		
GROSS TAXABLE INCOME (for the household):	\$ _____	(Gross income shall be adjusted with a factor of 0.72. This allows for 28% of employment income to meet tax liability. At the discretion of the BOR, actual tax liability as reflected on the tax returns may be utilized.)
plus, NON-TAXABLE INCOME (for the household):	\$ _____	(Social Security, Unemployment Benefits, Welfare & other public assistance benefits, canceled debts, life insurance proceeds, tips, recoveries, survivor Benefits, etc.)
ADJUSTED INCOME:	\$ _____	(Gross Income plus non-taxable income)
less MEDICAL EXPENSES (for the household):	\$ _____	(Medical expenses are either 100% of actual expenses or 15% of adjusted income.)
TOTAL NET INCOME FOR PROPERTY TAX CALC:	\$ _____	Total net income for household)

\$ \_\_\_\_\_ - \_\_\_\_\_ % = \$ \_\_\_\_\_  
 Current years Taxable Value                      % reduction in Taxable Value                      2025 Estimated Taxable Value

**NOTE: THE MAXIMUM ASSETS ALLOWED FOR A POVERTY EXEMPTION SHALL BE \$20,000. ASSETS EXEMPTED FROM CONSIDERATION ARE THE HOMESTEAD PROPERTY W/FURNISHINGS AND ONE MOTOR VEHICLE. MOTOR VEHICLE SHALL BE VALUED AT NO GREATER THAN \$20,000. FOR MORE DETAIL, PLEASE SEE PAGE 3 OF THIS APPLICATION. PUBLIC ACT 253 of 2020 WAS SIGNED INTO LAW ON DECEMBER 23, 2020, WHICH CHANGES THE METHODOLOGY USED TO DETERMINE A REDUCTION IN THE CURRENT TAXABLE VALUE, LIMITING IT TO 25%, 50%, 75%, or 100%**

Income	% Reduction in Taxable Value
\$15,060 or less	100%

Approved: \_\_\_\_\_

Denied: \_\_\_\_\_

Reason for Denial: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**RESOLUTION FOR POVERTY EXEMPTION  
RESOLUTION #2025 – 01**

**WHEREAS** the adoption of policy guidelines for poverty exemptions is required of the City Council; and

**WHEREAS**, the principal residence of persons, who the Assessor and Board of Review determines by reason of poverty to be unable to contribute to the public charge, is eligible for exemption in whole or in part from taxation under Public Act 390 of 1994 (MCL 211.u); and

**WHEREAS**, pursuant to PA 390 of 1994, the City of Brighton, Livingston County adopts the following guidelines for the Board of Review to implement. The guidelines shall include, but not be limited to, the specific income and asset levels of the claimant and **all persons residing in the household**.

To be eligible, a person shall do all the following on an annual basis:

- Applicants must be an owner of and occupy as a principal residence the property for which an exemption is being requested. Per MCL 211.7u a poverty exemption may not be granted to property owned by a corporation.
- The applicants for this exemption shall file an application after January 1 but before the day prior to the last day of the Board of Review in December.
- Applicants must produce a valid driver's license or other acceptable method of identification.
- Applicants must conform to the income guidelines which are established by the Federal Register of the United State Department of Health and Human Services.
- This application must be filled out carefully and completely. A copy of the immediately preceding year and/or current year Federal and State Income Tax Returns, with the Michigan Property Homestead Form (1040-CR), all W-2's, all 1099's and all bank statements from the prior year as well as the current month, must be submitted with this application for each person residing in or contributing to the homestead. If a person is not required to file a federal or state income tax return in the tax year in which the exemption is being claimed they must complete the affidavit from the State Tax Commission on page 13 of the application.
- Applicants must provide information and documents pertaining to Federal non-cash benefit programs including but not limited to: Medicare, Medicaid, food stamps, school lunches, college or university scholarships, grants, fellowships, assistantships.
- Applicants must provide any and all documentation supporting your income and expenses to support the information supplied on the application. This list is not inclusive, and the Board of Review may request additional information or documentation. Applications submitted without completed forms or income tax returns will **NOT** be considered.
- Applicants and owners must pass the asset level test adopted by the City of Brighton.

The following are the 2025 Federal poverty income guidelines which are updated annually by the United States Department of Health and Human Services. The annual allowable income includes income for all persons residing in the principal residence.

**Federal Poverty Guidelines Used in the Determination of Poverty Exemptions**

2025 Federal Poverty	
Size of Family Unit	Federal Poverty Guidelines
1 Person	\$15,060
2 Persons	\$20,440
3 Persons	\$25,820
4 Persons	\$31,200
5 Persons	\$36,580
6 Persons	\$41,960
7 Persons	\$47,340
8 Persons	\$52,720
For each additional person	\$5,380
2025 City of Brighton Poverty Guidelines	
Federal Poverty Guidelines	Board Action
At or below	100% reduction in Taxable Value
Over	No hardship relief will be granted

***NOW, THEREFORE, BE IT HERBY RESOLVED*** that the assessor and Board of Review shall follow the above stated policy and federal guidelines in granting or denying an exemption, unless the Board of Review determines there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines and these reasons are communicated in writing to the claimant.

AYES:

NAYS:

ABSTAIN:

ABSENT:

I, Tara Brown, City Clerk for the City of Brighton, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City council at the Regular Meeting held on January 14, 2025.

The City Clerk declared the resolution \_\_\_\_\_.

\_\_\_\_\_  
Tara Brown, City Clerk

\_\_\_\_\_  
Date



# City of Brighton

## REPORT FROM THE CITY MANAGER TO CITY COUNCIL JANUARY 14, 2025

**SUBJECT: RECOGNIZE VETERANS CONNECTED AS A 501(C)(3) NON-PROFIT ORGANIZATION FOR THE PURPOSE OF OBTAINING A CHARITABLE GAMING LICENSE, RESOLUTION #2025-02**

### **ADMINISTRATIVE SUMMARY**

Andy Usborne from Veterans Connected reached out to the city to request approval of a resolution required by the Michigan State Lottery's Charitable Gaming Division to host an annual fundraiser supporting their ongoing mission.

### **RECOMMENDATION**

It is recommended that City Council approve the Local Governing Body Resolution for Charitable Gaming Licenses recognizing Veterans Connected as a 501(c)(3) operating in the City of Brighton.

Prepared by: Tara Brown, City Clerk

Reviewed &

Approved by: Gretchen Gomolka, City Manager

Attachments:

1. Letter to Council
2. IRS Determination Letter
3. Resolution 2025-02



134 W Main Street, Suite 300, Brighton, MI 48116

January 7, 2025

Dear Brighton City Council,

Veterans Connected would like to request that the Brighton City Council sign off approval on the State of Michigan LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES, specifically asking that we be recognized as a non-profit organization operating in the community for the purpose of obtaining this charitable gaming license.

Our goal in obtaining the charitable gaming/raffle license is to hold one annual fundraiser for the purpose of raising funds to support our ongoing mission of reducing the veteran suicide rate, estimated at greater than 22 per day, to zero. While this number only reflects veterans, we all acknowledge that any suicide affects the entire community. Our annual Ruck To Live is held on our city streets and is aimed at involving the entire community to strengthen Brighton as a whole.

We appreciate your support in helping us to help others in our community.

Best regards,

  
Andy Usborne

Secretary/Treasurer

Veterans Connected

[www.veteransconnected.org](http://www.veteransconnected.org)

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: FEB 14 2020

VETERANS CONNECTED  
C/O BRYAN BRADFORD  
134 WEST MAIN STREET SUITE 300  
BRIGHTON, MI 48116-0000

Employer Identification Number:  
84-3084096  
DLN:  
26053427005100  
Contact Person:  
CUSTOMER SERVICE ID# 31954  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
December 31  
Public Charity Status:  
509(a)(2)  
Form 990/990-EZ/990-N Required:  
Yes  
Effective Date of Exemption:  
September 10, 2019  
Contribution Deductibility:  
Yes  
Addendum Applies:  
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

VETERANS CONNECTED

Sincerely,

*Stephen A. Norton*

Director, Exempt Organizations  
Rulings and Agreements



Charitable Gaming Division  
Box 30023, Lansing, MI 48909  
OVERNIGHT DELIVERY:  
101 E. Hillsdale, Lansing MI 48933  
(517) 335-5780  
www.michigan.gov/cg

**LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES**  
(Required by MCL.432.103(K)(ii))

At a Regular meeting of the Brighton City Council  
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by \_\_\_\_\_ on \_\_\_\_\_  
DATE

at 6:30 p.m. a.m./p.m. the following resolution was offered:  
TIME

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_

that the request from Veterans Connected of Brighton,  
NAME OF ORGANIZATION CITY

county of Livingston, asking that they be recognized as a  
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for \_\_\_\_\_.  
APPROVAL/DISAPPROVAL

**APPROVAL**

**DISAPPROVAL**

Yeas: \_\_\_\_\_  
Nays: \_\_\_\_\_  
Absent: \_\_\_\_\_

Yeas: \_\_\_\_\_  
Nays: \_\_\_\_\_  
Absent: \_\_\_\_\_

I hereby certify that the foregoing is a true and complete copy of a resolution offered and adopted by the \_\_\_\_\_ at a Regular meeting held on January 14, 2025.  
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL DATE

SIGNED: \_\_\_\_\_  
TOWNSHIP, CITY, OR VILLAGE CLERK

Tara Brown, City Clerk

PRINTED NAME AND TITLE

200 N 1st Street, Brighton, MI 48116

ADDRESS

COMPLETION: Required.  
PENALTY: Possible denial of application.  
BSL-CG-1153(R6/09)



# City of Brighton

## REPORT FROM THE CITY MANAGER TO CITY COUNCIL JANUARY 14, 2025

**SUBJECT: CONDUCT A PUBLIC HEARING AND CONSIDER ADOPTION OF THE PROPOSED 2025-2029 RECREATION PLAN**

### **ADMINISTRATIVE SUMMARY**

Updating the Recreation Plan is a part of the Master Plan process. An updated Recreation Plan is required to be eligible for various grants that we are looking at pursuing.

The City's planning consultant, Giffles Webster, worked with the Planning Commission to prepare the updated plan. The process included public input using the Zen City software.

The draft was completed in November of 2024 and was disseminated for review at that time.

### **RECOMMENDATION**

It is recommended that City Council consider approval of the November 2024 Recreation Plan.

Prepared by: Gretchen Gomolka, City Manager

### Attachments:

1. November 2024 Recreation Plan
2. Resolution #2025-03

# Recreation Plan

CITY OF BRIGHTON



November 2024

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# Prepared for the City of Brighton

## CITY COUNCIL

Mayor Kristoffer L. Tobbe

Mayor Pro Tem Jim Bohn

Councilmember Bill Albert

Councilmember Susan Gardner

Councilmember Paul Gipson

Councilmember Renee Pettengill

Councilmember Ken Schmenk

## PLANNING CONSULTANTS

Giffels Webster

[www.giffelswebster.com](http://www.giffelswebster.com)

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# Table of Contents

<b>Introduction</b> .....	<b>8</b>
Community Profile .....	9
<b>Administrative Structure</b> .....	<b>12</b>
<b>Parks &amp; Recreation Inventory</b> .....	<b>14</b>
Recreational Influence of the Huron River Watershed .....	14
State, Regional, and Other Parks and Recreation Inventory .....	15
City of Brighton Parks and Recreation Inventory .....	20
Programming and Opportunities .....	24
Grant History .....	24
Barrier Free Assessment .....	25
<b>Recreation Needs Analysis</b> .....	<b>28</b>
National Standards and Guidelines .....	28
City Recreation Half-Mile Radius Assessment .....	35
<b>Planning Process</b> .....	<b>38</b>
Public Input – Online Survey .....	39
Public Input – Open House .....	44
<b>Goals, Objectives, &amp; Action Strategies</b> .....	<b>46</b>
Action Strategies .....	48
<b>Appendix</b> .....	<b>56</b>
US Army Corps of Engineers GLFER Report .....	57
City Council Resolution of Adoption .....	58
Public Notices .....	59
City Council Meeting Minutes .....	60
DNR Post-Completion Certification Reports .....	61
Survey Results .....	67

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# Introduction

# INTRODUCTION

The City of Brighton prepared this Recreation Plan to:

- Understand what parks exist, their amenities and conditions
- Receive feedback on park strengths and weaknesses
- Develop goals and objectives to guide future improvements
- Provide the planning basis for grants and other funding resources

This plan will address parks located within and under the jurisdiction of the City of Brighton. The previous Recreation Plan, completed in 2018 and adopted in 2019, was reviewed and updated to incorporate input received through this planning process.

## COMMUNITY PROFILE

### Location

The City of Brighton is located in southeastern Livingston County, southwest of the I-96 and US-23 interchange. It is a 3.9-square mile community that is easily accessible to Ann Arbor (19 miles), Flint (39 miles), Lansing (48 miles) and Detroit (48 miles). To the northeast is Brighton Township; Green Oak Township is located to the southeast, Hamburg Township to the southwest, and Genoa Township to the northwest. The city is part of the South Lyon-Howell-Brighton Urban Area. It can be accessed from I-96 at three exits.

### Population

The estimated 2023 population was 8,068, up 622 residents since the 2020 Census. Population in the city has steadily increased since the 1980s and is currently at its historic population peak. The number of residents is projected to continue to grow through at least 2050, at which point SEMCOG predicts that its population will be just over 9,900 residents. The projection is likely fueled by the existing and expanding infrastructure, increase in population to the state, and the overall desirability of the area.

The number of households has also risen quite a bit since the last plan, with 284 new units built in 2022, almost all of them multi-family units. Other increases were seen in 2021 and 2020 with 67 and 39 new single-family or attached condo units, respectively. The vacancy rate has also decreased from 8% in 2010 to 5% in 2022, indicating a demand for housing in the city.

While the city continues to grow in its population and housing stock, one particular trend to monitor is the median age. In 2010, the median age was 43.4 years old; by 2022, it had risen to 45.8 years old. This increase in median age is consistent with national and state trends. The number of adults 65 to 84 years old increased 37.1% between 2010 and 2022, and is expected to include 1,853 individuals by 2050, an increase from 1,590 individuals in 2022. It will be important to plan for the recreation needs of this growing older population.

### Land Use & Zoning

Brighton's population is concentrated mostly in the southern half of the city in both neighborhoods filled with single-family homes and areas with multi-family units. Industrial development and office research uses are primarily located north of these residential areas and on the east side of the city. Commercial development is pretty centralized along W. Grand River Ave, which runs almost the entire north-south length of the city.

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# Administrative Structure

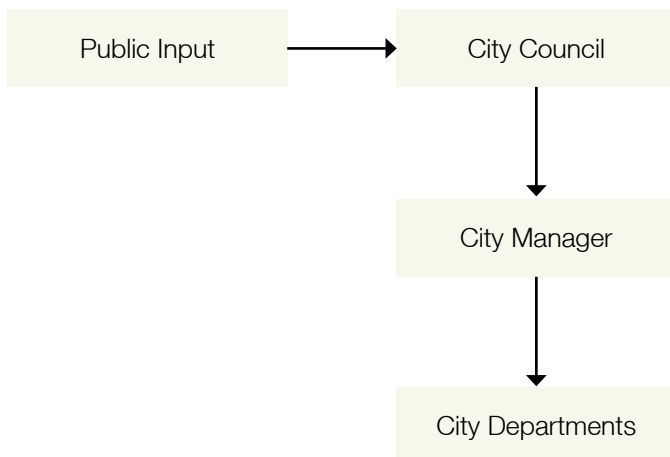
# ADMINISTRATIVE STRUCTURE

The City Council is responsible for establishing policies on parks, as well as their development. Council may also receive input from various organizations in the area, as well as the general public.

The City Manager is responsible for the coordination of maintenance and events at Brighton’s Parks.

The Department of Public Works maintains and operates the city’s parks. The city also has many volunteers who participate in park maintenance. The city also has a partnership with Brighton High School that allows residents to use the high school’s recreation facilities. Programming and sports leagues are offered by Brighton Area Recreation to residents and Brighton Community Education offers enrichment and recreation classes for all ages, including aquatics classes, adult and youth sports, and activities for seniors.

For fiscal year 2024-25, the budget for parks and recreation is about \$50,000.00.



# Parks & Recreation Inventory



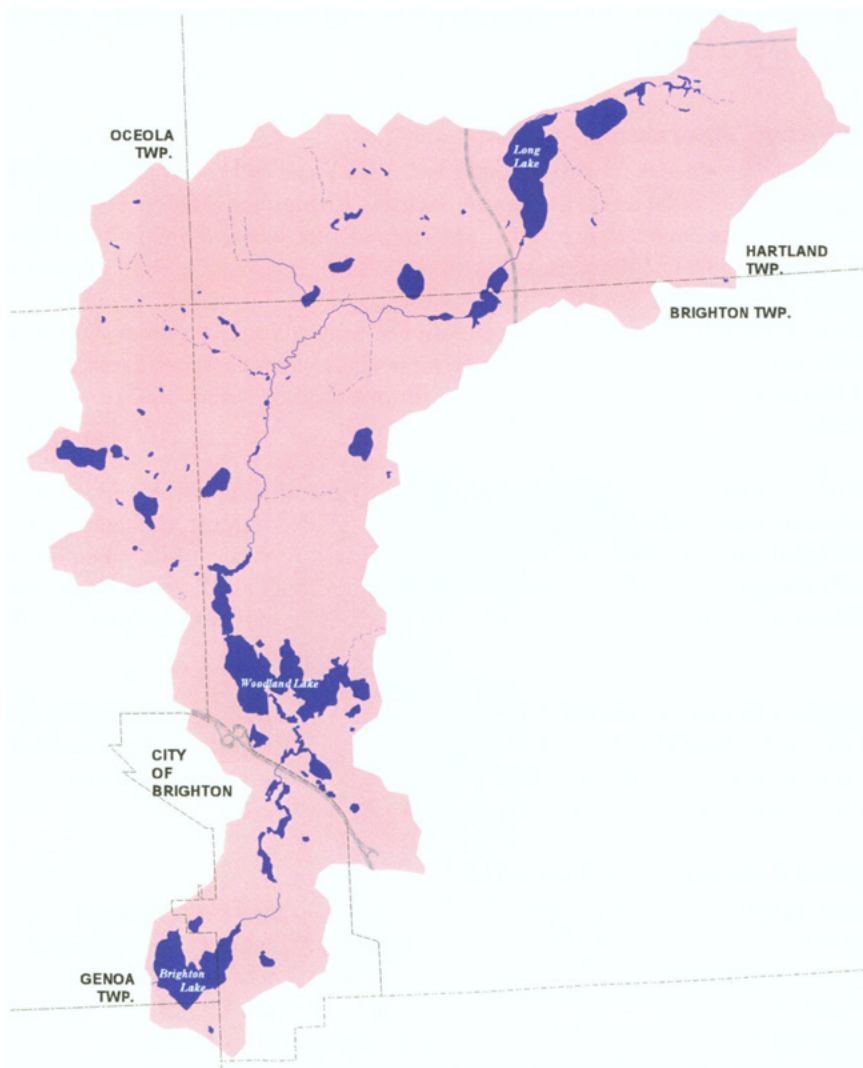
# PARKS & RECREATION INVENTORY

## RECREATIONAL INFLUENCE OF THE HURON RIVER WATERSHED

The City of Brighton is situated in the Huron River Watershed, which includes most of Livingston County. The Brighton Lake subwatershed covers 23 square miles in southeast Livingston County, extending from the headwaters of South Ore Creek in Hartland Township downstream through the city, into the Millpond, under a portion of downtown, and to the Brighton Lake impoundment just south of the City of Brighton.

The Brighton Lake Watershed offers the city several unique water-related recreation opportunities. Overall, the Huron River Watershed contributes to the considerable recreation resources as noted on the pages that follow.

MAP 1. BRIGHTON LAKE WATERSHED



Map of the Brighton Lake Watershed, a subwatershed of the Huron River Watershed. (Source: Huron River Watershed Council)

## STATE, REGIONAL, AND OTHER PARKS AND RECREATION INVENTORY

Brighton residents are fortunate to have a wide variety of recreation facilities and opportunities has several municipal parks, as well as numerous regional parks within a short drive of the city limits. [Map 2](#) shows the regional recreation resources for Brighton residents.

### STATE PARKS

**Island Lake Recreation Area** is located approximately four miles from the city, and is a 4,000-acre park located along the Huron River corridor. The park offers a large variety of land and water recreation opportunities, including 19 miles of trails, biking, hunting, wildlife viewing, shooting/archery, fishing, swimming, kayaking, and canoeing.

**Brighton Recreation Area** is seven miles away from the city, and is considered to have some of the most rugged terrain in Southeast Michigan. The 4,947-acre recreation area offers modern, rustic, cabin, and equestrian campgrounds, as well as unique canoe-in camping options. It also contains a total of 41 miles of hiking, mountain biking, equestrian, and accessible trails. Hunting and fishing opportunities are also available.

**Lakeland Trails State Park**, a former rail corridor, is a 33-mile linear state park that runs between Hamburg Township and Blackman Township. It is part of the new Lake-to-Lake Trail Route #1 that runs from South Haven to Port Huron. The trail is intended for hiking, biking, cross county skiing, horseback riding, and wheelchair use. Interpretive signage sharing information about the natural and cultural history along the trail was installed in 2021. There is a trailhead in Pinckney, approximately 13 miles from the city of Brighton.

### HURON CLINTON METROPOLITAN AUTHORITY RESOURCES

**Huron Meadows Metropark** is a 1,540-acre park located five miles southeast of Brighton Recreation Area offering a wide variety of activities for outdoor enthusiasts. Available activities include cross-country skiing, hiking, biking, golf and geocaching. Small lakes provide boating and fishing. There are three picnic areas that can also be rented for private functions. This park is open year-round. A Metropark motor vehicle entry permit (which is different from the Recreation Passport) is required to enter the park.



Beach at Island Lake Recreation Area.



Meadow Links Golf Course at Huron Meadows Metropark.



Waterpark at Kensington Metropark.



Brighton High School

**Kensington Metropark** is located east of Brighton Recreation Area and adjacent to Island Lake Recreation Area. The 4,481-acre Metropark sprawls across wooded, hilly terrain, surrounds Kent Lake, and is home to an abundance of wildlife and waterfowl. The park offers a multitude of recreational year-round recreational opportunities including biking, swimming, cross-country skiing, boating, and picnicking as well as the Splash 'n' Blast water park. The park also offers a petting farm, nature center, and 18-hole golf course. A pedestrian/bicycle pathway that crosses beneath I-96 connects Kensington Metropark and Island Lake Recreation Area and is about six miles from the city limits.

## COUNTY PARKS

Brighton is located in Livingston County, which owns and maintains a county parks system. There is one county park within a reasonable drive for Brighton residents.

**Lutz County Park** is located approximately 21 miles away in Linden, Michigan. The 320-acre park offers nature viewing, picnicking, and hiking.

## SELCRA MEIJER PARK

Selcra Meijer Park is located off Ornsdorf drive and is host to soccer fields, a softball diamond, tennis, pickleball and basketball courts, as well as restrooms and small office spaces. Previously this park featured a skatepark which has been proposed to be repurposed as space for a picnic area.

## SCHOOL-OWNED FACILITIES

**The Bridge Alternative High School** offers a soccer field and a separate athletic field.

**Brighton High School** contains two baseball diamonds, a softball diamond, 12 tennis courts, two batting cages, and a football field.

**Brighton Community Education** offers educational courses to all residents in the Brighton School District, including adult classes, aquatic courses, performing arts, children's programs, and travel opportunities.

## OTHER NEARBY LOCAL PARKS

**Manly W. Bennett Memorial Park** is located in Hamburg Township. The 384-acre park offers baseball diamonds, soccer fields, a model airplane runway/flying area, playgrounds, picnic areas, hiking and biking trails.

**Genoa Township Recreation Area** is located at the Township Hall and features two playgrounds, a sled hill, walking path and two athletic fields.

**Charles & Albert Parker Families Nature Preserve** is located behind the Brighton District Library on Orndorf Drive. The Parker Family sold the property to the library with the stipulation of keeping it a natural area. A short walking trail is located in this scenic area.



Manly W. Bennett Memorial Park

## PRIVATE RECREATION RESOURCES

**Mount Brighton Ski Resort** is located just outside the city limits to the northeast and features 25 trails on 130 acres, five lifts, night skiing and riding. Mount Brighton is suited for ski enthusiasts of all abilities and ages. Lessons are available during open season.

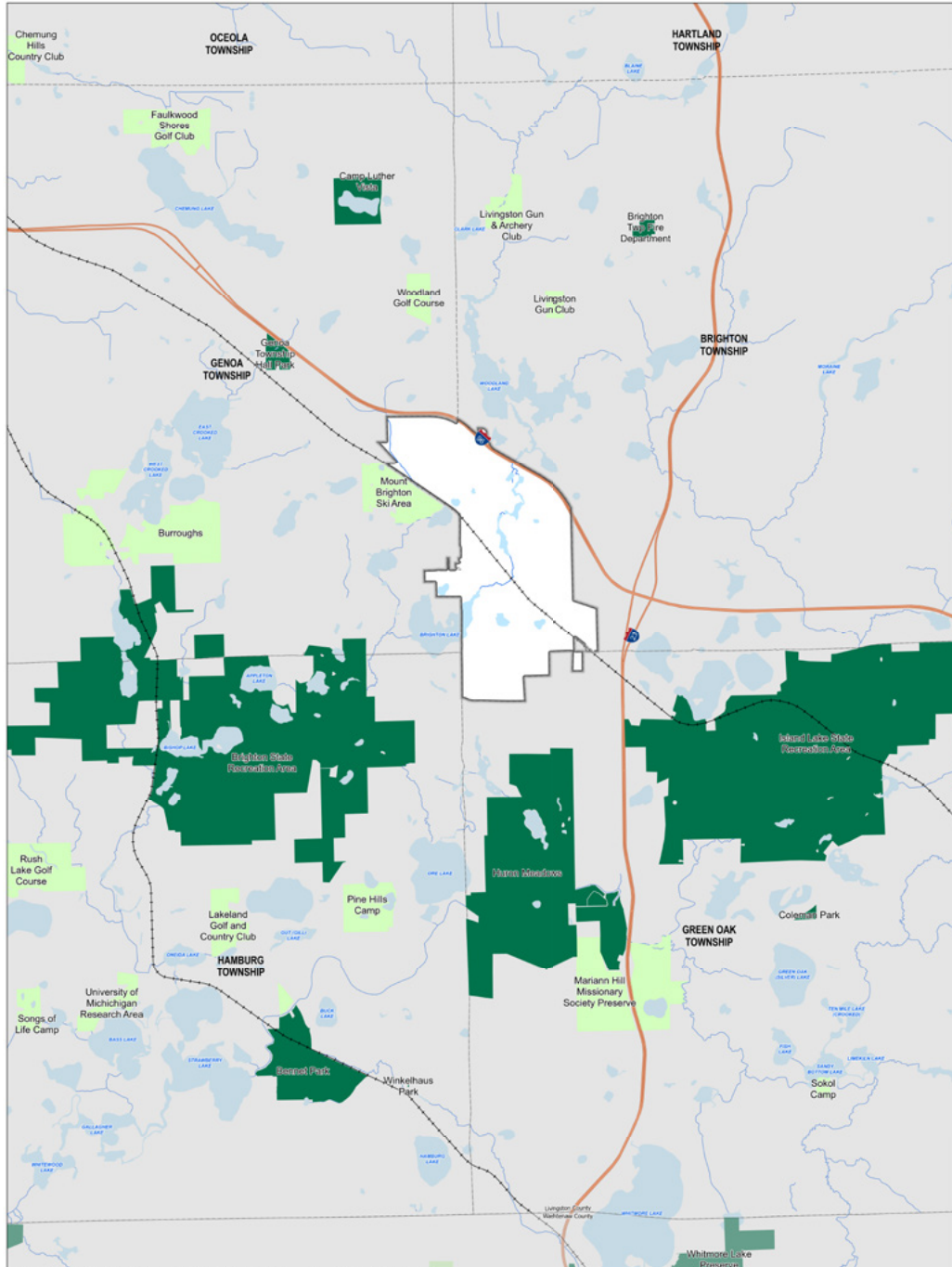
**Lakelands Golf & Country Club** is located in Hamburg Township, featuring a private 18-hole course open March – December. The Club is adjacent to Winans Lake, which is a non-motorized lake that offers members year-round water sports opportunities including fishing and swimming.

**Oak Pointe Country Club** is a private club located in Brighton. It offers two 18-hole golf courses, a clubhouse with a golf pro shop, a fitness center, formal and informal dining areas, several banquet rooms, four lighted tennis courts, a junior Olympic pool, a zero-entry pool with water fountains, and golf simulators.



Mt Brighton Ski Resort

MAP 2. REGIONAL PARKS



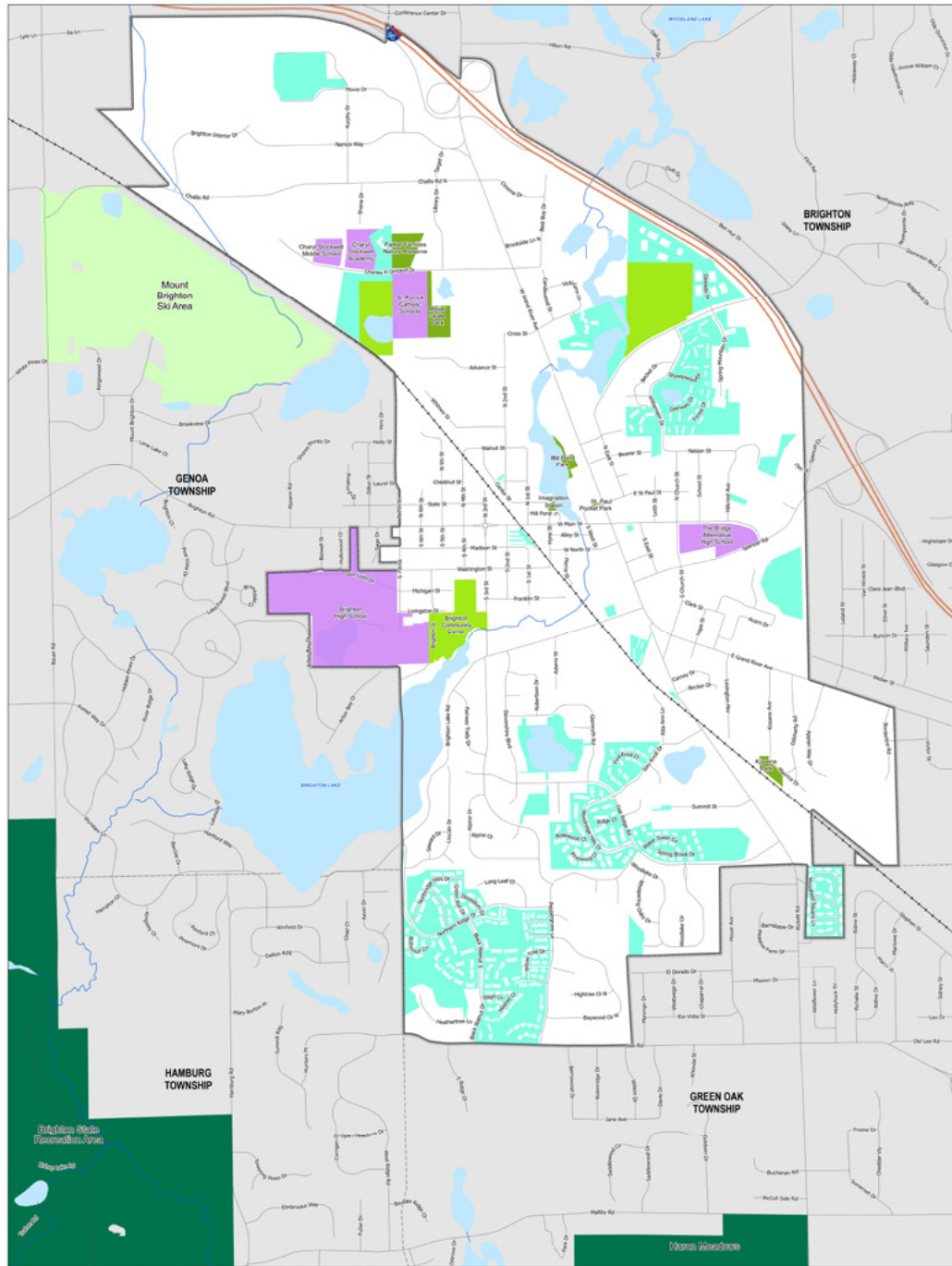
Sources: Parks and Trails: SEPMCOG. Boundaries: Livingston County. Lakes and Streams: EGLE. Conservation Areas: State of Michigan.

- Private Parks
- State and Regional Parks

**Regional Parks**  
Livingston County, Michigan



MAP 3. RECREATION AMENITIES



**Recreation Amenities**  
 City of Brighton  
 Livingston County, Michigan



# CITY OF BRIGHTON PARKS AND RECREATION INVENTORY

The following inventory contains a short description of each of the city's recreation facilities as illustrated on [Map 3](#). Information includes the approximate size of the facility, and its amenities. The park type is generally based on the State of Michigan Department of Natural Resources Recommended Classification System for Local and Regional Recreation Open Space and Trails (see [page 31](#)).

## MILL POND PARK

Located in the heart of the downtown, Millpond Park is a major gathering area in the city. The park offers a paved walking trail along the perimeter of the pond, as well as a boardwalk over the pond. A gazebo is also on site, which is free for community use and often hosts performances in the spring, summer, and fall. A new amphitheater also hosts a summer concert series and other performances throughout the year.



Fountains on Mill Pond.

Type	Community Park
Size	1 acre
Amenities	Pavilion, walkways, bridge, pond



Bird sculptures in the pond to help keep it clean from other birds and provide some sense of placemaking.



Bridges spanning the width of the pond make for great viewing experiences of the water and surrounding scenery.

## IMAGINATION STATION

Built in 1995, this park is located in downtown Brighton between Millpond and the Municipal Building. The 10,000-square foot park contains a large, wooden, castle-like playscape that is enjoyed by children of all ages. Restrooms, drinking fountains, benches, a covered picnic pavilion, and interactive art and sculptures are also located in this area.



Wooden play scape at Imagination station park

Type	Community Park
Size	0.22 acres
Amenities	Playground

## BACC SCULPTURE GARDEN

Brighton Arts and Culture Committee created a Sculpture Garden in 2013, located on East Main Street. The park is a part of the city’s many outdoor art displays, and showcases art by local artists. A walking tour map is available.



Sign and Statue at the Sculpture Garden

Type	Special Use Park
Size	N/A
Amenities	Outdoor art displays



Pocket park is filled with art on its walls and several sculptures as well.

**ST. PAUL POCKET PARK**

Located along St. Paul Street near Grand River, this linear pocket park contains three sculptures and a built-in concrete seating area. The sculptures were the selected submission chosen by City Council in January 2011, and were designed by local artists. The artwork was installed with funding from the Michigan Economic Development Corporation.

Type	Special Use Park
Size	0.05 acres
Amenities	Outdoor art displays, seating



Swing set and slide make up the bulk of what this small park has to offer.

**KISSANE PARK**

This neighborhood park is located on the west side of Maurice Drive at the intersection of Kissane Avenue. This park includes limited visitor parking, an open space area, as well as a jungle gym, swings, a slide, and seating areas.

Type	Neighborhood Park
Size	1.86 acres
Amenities	Jungle gym, swings, slide, seating, open space



## BRIGHTON COMMUNITY CENTER

This indoor recreation space is available for the community to rent for events. Rentals are handled by the Brighton Area Schools. The Garden Club, local boy and girl scout troops, and other groups utilize the center.

Type	Community Center
Size	N/A
Amenities	Meeting rooms, kitchen

## CHARLES & ALBERT PARKER FAMILIES NATURE PRESERVE

This nature preserve is located behind the Brighton District Library on Orndorf Drive. The Parker Family sold the property to the library with the stipulation of keeping it a natural area. A short walking trail is located in this scenic area. The nature preserve is not managed by the city's DPW.



Type	Natural Resource Area
Size	7.5 acres
Amenities	Nature trail, natural area

## OTHER COMMUNITY RECREATION RESOURCES

### BRIGHTON COMMUNITY EDUCATION CENTER

The Community Education Center (owned and operated by Brighton Area Schools) is home to a variety of continuing educational programs as well as the Senior Center. The site includes a playground and short nature trail.



## PROGRAMMING AND OPPORTUNITIES

### EVENTS

The city hosts several civic events in the parks, primarily from May through December. Some of these events include:

- Swingfusion at the Millpond
- Art in the Millpond
- Optimists Club Fishing Derby
- Music at the Pond
- Kiwanis Concert and Car Show at Brighton High School



Food Pantry at Imagination Station

### VOLUNTEER OPPORTUNITIES

The first annual Millpond Clean-Up volunteer event took place on Earth Day in 2017. This event consisted of removing invasive species, unsightly brush, trash, and other objects from the Millpond and surrounding shoreline.

The Imagination Station has volunteer clean-up days every second and fourth Saturday of the month.

The city has a very active Garden Club that manages four gardens in the city.

## GRANT HISTORY

### DNR GRANT INVENTORY

**Project Number: TF94-095**

Name: Millpond Park

Year: 1994

Scope: \$165,000.00

Description: Improve the City of Brighton’s Millpond Park, which construction of a pedestrian bridge, boardwalk, and amphitheater.

Status: Closed

**Project Number: TF97-063**

Name: Millpond Trail Extension

Year: 1997

Scope: \$294,695.00

Description: Increase accessibility and recreational use of the Millpond by creating a 2,242-foot pedestrian path along the eastern edge of the Millpond.

Status: Closed

## BARRIER FREE ASSESSMENT

The following summary addresses the accessibility of parks and recreation facilities in compliance with the American with Disabilities Act Accessibility Guidelines (ADAAG). The following system provided by the MDNR Guidelines for the Development of Community Park, Recreation, Open Space and Greenway Plans was used to assess each park.

**TABLE 1. PARK BARRIER FREE ASSESSMENT**

	Millpond	Imagination Station	St. Paul Pocket Park	Kissane Park	Brighton Community Center	Parker Nature Preserve	BACC Sculpture Garden
<b>Overall Ranking*</b>	3	3	3	2	3	2	4
<b>Parking</b>							
<b>Accessible parking spaces are provided and marked with International Symbol of Accessibility.</b>	Yes	Yes	Yes	No	Yes	No	Yes
<b>Accessible parking is as near to the park entrance as possible.</b>	No	No	No	No	Yes	No	Yes
<b>Play Areas</b>							
<b>There is an accessible route (60 inches wide) to the entrance of the play area with a slope no steeper than 1:16.</b>	N/A	Yes	N/A	No	N/A	N/A	Yes
<b>For playground equipment, at least one turning space is provided on the same level as play components.</b>	N/A	No	N/A	No	N/A	N/A	N/A
<b>Play area surface is firm and stable (mulch/woodchips, sand and gravel are not accessible surfaces)</b>	N/A	No	N/A	Yes	N/A	N/A	N/A
<b>Where multiple swings in a swing bay are provided, one swing is located on an accessible route.</b>	N/A	No	N/A	No	N/A	N/A	N/A
<b>For court sports, at least one accessible route connects both sides of the court.</b>	N/A	N/A	N/A	No	N/A	N/A	N/A

### Ranking:

1= none of the facilities/park areas meet accessibility guidelines

2= some of the facilities/park areas meet accessibility guidelines

3=most of the facilities/park areas meet accessibility guidelines

4= the entire park meets accessibility guidelines

5= the entire park was developed/renovated using the principals of universal design

	Millpond	Imagination Station	St. Paul Pocket Park	Kissane Park	Brighton Community Center	Parker Nature Preserve	BACC Sculpture Garden
<b>Park Amenities</b>							
Picnic tables provide at least one wheelchair space for each 24 linear feet of usable table surface perimeter. The aisles between chairs and tables are 3 feet wide.	N/A	Yes	N/A	No	N/A	N/A	N/A
Drinking fountain spout outlets are a maximum of 36 inches above the finish floor or ground.	N/A	Yes	N/A	N/A	Yes	N/A	N/A
Safety is promoted by good street lighting.	Yes	Yes	Yes	N/A	Yes	N/A	Yes
Ramps are non-slip.	N/A	No	Yes	N/A	Yes	N/A	N/A
If public restroom facility present, there is at least one fully accessible restroom.	Yes	Yes	N/A	N/A	Yes	N/A	N/A
<b>Trails and Sidewalks</b>							
There is a path of travel that does not require the use of stairs.	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Bike paths are separate from pedestrian walkways.	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Sidewalks are free of obstruction, wide enough for wheelchairs, solid (not made of dirt), and have curb cuts.	Yes	Yes	Yes	Yes	Yes	No	Yes
All stairways feature a railing and stair tips that are painted to distinguish each step.	No	No	Yes	N/A	N/A	N/A	N/A
Handrails are provided on both sides of a ramp.	Yes	Yes	N/A	N/A	N/A	N/A	N/A
Accessible routes connect all park amenities and coincide with general circulation paths.	Yes	Yes	Yes	N/A	Yes	No	Yes

# Recreation Needs Analysis



# RECREATION NEEDS ANALYSIS

## NATIONAL STANDARDS AND GUIDELINES

To analyze the recreational needs of the city’s residents and determine deficiencies within recreation programs, it is helpful to consider standards for recreation service areas, land needs based on future population, and the ultimate size and extent of recreation facilities and their location.

These recreation planning standards are a useful tool in making an assessment of future recreation needs. Standards may be used effectively only as a means for comparing present conditions to what is thought to be suitable or desirable, and as a general guide toward estimating future needs and demands. In assessing recreation needs, the city should consider these standards, along with the city facilities, and also within the context of other nearby recreation facilities.

The following organizations have developed guidelines for recreation, which are referenced in this analysis of Brighton’s recreation facilities:

### URBAN LAND INSTITUTE (ULI)

The ULI, a private research organization concerned with planning and development of land, recommends standards for recreation areas for community and neighborhood development.

### THE TRUST FOR PUBLIC LAND (TPL)

The TPL is a nonprofit organization focused on creating parks and protecting land for people across the United States. They provide resources and advocate for planning and funding of parks at the local, state, and national level.

### Parks for an Aging Population

While there are no general standards for parks aimed at the aging population, many communities and other organizations are recognizing the importance of keeping older adults active as well as socially engaged.

In addition to ensuring parks are accessible for those of all ages and abilities, equipment and facilities aimed at older adults are being recommended for inclusion in parks and recreation facilities.



Easy access paths make for use by people of all ages.

## NATIONAL RECREATION AND PARK ASSOCIATION (NRPA)

The NRPA developed the following recommended standards and guidelines for recreation, parks and open space. The major types of community recreation facilities recommended by the above organizations include:

### Playgrounds/Mini-Parks

Specialized facilities that serve a concentrated or limited population, or specific groups such as small children or senior citizens. Suggested recreational amenities for an individual mini-park could include a small set of playground equipment, a few picnic tables and ½ acre open space.

### Playfield or Athletic Fields/Neighborhood Park

Neighborhood parks should offer a variety of activities to accommodate a range of ages, physical abilities, and recreational interests. It is recommended that neighborhood parks should be comprised of approximately 50% active uses (fields, courts, playgrounds, skating, etc.) and 50% passive uses (trails, picnic areas, etc.). A minimum of 7-10 parking spaces are recommended.

### Community Parks

Community-wide parks include larger parks with diverse environmental quality. A variety of passive and active uses are typically provided, including athletic fields, sledding hills, trails, picnic areas, and playgrounds. Uses are usually separated by activity and age group to limit potential conflicts between different types of users. Other activities include outdoor swimming, lighted spectator-type athletic fields, ice skating, and ample off-street parking.

### Connector Trails

Connector trails are often multi-use trails that give non-motorized access to parks and other uses. Modes of travel include walking, biking, and in-line skating. These trails could be located in an independent right-of-way, such as along utility corridors, or within road rights-of-way. There are no current standards for recommended trail mileage within/around a community.

## NRPA Annual Agency Review

Each year, the NRPA surveys parks and recreation agencies across the US and shares this data to help communities benchmark their programs and facilities against similar-sized peers. The NRPA recognizes that applying standards and guidelines often prove challenging due to the variety of populations served and funding sources available.

[Table 2](#) on the following page shows current benchmarks for certain park facilities based on populations under 20,000. The list illustrates the number of facilities that might be expected in the city of Brighton, based on its current and future population.

**TABLE 2. 2024 NRPA AGENCY PERFORMANCE REVIEW: COMPARISON OF COMMUNITIES WITH POPULATIONS UNDER 20,000**

	Number of Residents per Facility*: Population less than 20,000	Benchmark Number of Facilities for 2023 Brighton Population (8,068**)	Benchmark Number of Facilities for Projected 2050 Brighton Population (9,909**)	Current Number of Facilities
Playgrounds or play structures	1,990	4	5	3
Diamond fields	1,833	4	5	3
Basketball courts, standalone	4,366	2	2	Unknown
Rectangular fields	2,493	3	4	3
Tennis courts	3,074	3	3	Unknown
Dog parks	10,327	1	1	0
Tot lots	5,323	2	2	Unknown
Community gardens	8,800	1	1	1
Swimming pools	9,500	1	1	Unknown
Skateboard parks	11,284	1	1	0
Multiuse courts - basketball, volleyball, etc.	5,248	2	2	Unknown
Pickleball	3,390	2	2	4+
Multiuse courts - tennis, pickleball	5,248	2	2	Unknown
18-hole golf courses	9,626	1	1	Unknown
Driving range stations	2,122	4	5	Unknown
Synthetic rectangular fields	11,284	1	1	0
Volleyball courts, standalone	9,250	1	1	Unknown
Splash pads, spray grounds or spray showers	12,756	1	1	Unknown
Fitness zones / Exercise stations	8,233	1	1	Unknown
Disc golf courses	11,079	1	1	Unknown
Ice Rinks	8,015	1	1	Unknown
Walking loops / Running track	5,459	1	2	Unknown
Nine-hole golf courses	17,750	0	1	Unknown
Overlay fields	10,584	1	1	Unknown
Racquetball / Handball / Squash courts	13,350	1	1	Unknown
Waterparks	17,813	0	0	0

\*Findings from the 2024 NRPA Agency Performance Review uses data from Park Metrics, NRPA's park and recreation agency performance benchmarking tool

\*\*Population from SEMCOG July 2023 Estimate and 2050 Projection.



Trails and open spaces are some of the most important aspects of a recreation plan and the MDNR standards help to maintain them so they can be used daily. Photo via Michigan Department of Natural Resources.

## STATE OF MICHIGAN DEPARTMENT OF NATURAL RESOURCES (MDNR)

The DNR includes a Recommended Classification System for Local and Regional recreation Open Space and Trails (see [Table 3](#)) for the development of recreation plans. On the pages that follow, these standards outline recommendations for developed recreation acreage and for the various types of recreation activities; however, it should be noted that these standards are guidelines and the city should consider other recreation opportunities within the area as well as the ability to maintain community facilities.

These standards are compared with the recreation opportunities provided by the city in [Table 4](#).

**TABLE 3. RECOMMENDED CLASSIFICATION SYSTEM FOR LOCAL AND REGIONAL RECREATION OPEN SPACE AND TRAILS (MDNR)**

Classification	General Description	Location Criteria	Size Criteria	Acres / 1,000 Population (Min)	Acres / 1,000 Population (Max)
Mini-Park	Used to address limited, isolated or unique recreational needs.	Less than ¼ mile distance in residential setting.	Between 2500 sq. ft. and one acre in size.	0.25	0.5
Neighborhood Park	Neighborhood park remains the basic unit of the park system and serves as the recreational and social focus of the neighborhood. Focus is on informal active and passive recreation.	¼- to ½-mile distance and uninterrupted by non-residential roads and other physical barriers.	5 acres is considered minimum size. 5 to 10 acres is optimal.	1	2
School-Park	Depending on circumstances, combining parks with school sites can fulfill the space requirements for other classes of parks, such as neighborhood, community, sports complex and special use.	Determined by location of school district property.	Variable-depends on function.		Variable
Community Park	Serves broader purpose than neighborhood park. Focus is on meeting community-based recreation needs, as well as preserving unique landscapes and open spaces.	Determined by the quality and suitability of the site. Usually serves two or more neighborhoods and ½ to 3 mile distance.	As needed to accommodate desired uses. Usually between 30 and 50 acres.	5	8
Large Urban Park	Large urban parks serve a broader purpose than community parks and are used when community and neighborhood parks are not adequate to serve the needs of the community. Focus is on meeting community-based recreational needs, as well as preserving unique landscapes and open spaces.	Determined by the quality and suitability of the site. Usually serves the entire community.	As needed to accommodate desired uses. Usually a minimum of 50 acres, with 75 or more acres being optimal.		Variable.

Classification	General Description	Location Criteria	Size Criteria	Acres / 1,000 Population (Min)	Acres / 1,000 Population (Max)
Natural Resource Areas	Lands set aside for preservation of significant natural resources, remnant landscapes, open space, and visual aesthetics/ buffering.	Resource availability and opportunity.	Variable.		Variable.
Regional / Metropolitan Park	Land set aside for preservation of natural beauty or environmental significance, recreation use or historic or cultural interest use.	Located to serve several communities within 1 hour driving time.	Optimal size is 200+ acres, but size varies based on accommodating the desired uses.	5	10
Greenways	Effectively tie park system components together to form a continuous park environment.	Resource availability and opportunity.	Variable.		Variable.
Sports Complex	Consolidates heavily programmed athletic fields and associated facilities to larger and fewer sites strategically located throughout the community.	Strategically located community-wide facilities.	Determined by projected demand. Usually a minimum of 25 acres, with 40 to 80 acres being optimal.		Variable.

**TABLE 4. CITY OF BRIGHTON COMPARISON TO RECOMMENDED CLASSIFICATION SYSTEM FOR LOCAL AND REGIONAL RECREATION OPEN SPACE AND TRAILS**

Classification	Brighton 2023 Population		Brighton 2050 Projected Population		Existing (Acres)	Recommended (Acres)	Comments
	Min (acres)	Max (acres)	Min (acres)	Max (acres)			
Mini-Park	2	4	2	5	-	2-5 acres	Explore opportunity for mini-parks throughout the city.*
Neighborhood Park	8	16	10	20	1.86	8-10 acres	Explore opportunity for neighborhood park at the south end of the city.
School-Park	Variable		Variable		1	1	Existing school facilities, including Scranton Middle School and Brighton High School provide a variety of amenities that serve the community.
Community Park	40	65	50	79	1.22	2+ acres	Explore opportunities to add another community park in the city.
Large Urban Park	Variable		Variable		-	-	Not needed
Natural Resource Areas	Variable		Variable		7.5	7.5+	Opportunities to add natural resource areas could be explored
Regional / Metropolitan Park	40	81	50	99	-	-	State parks and metroparks nearby offer exceptional recreation amenities within close proximity for city residents.
Greenways & Trails					-	1+	Add trails/shared use paths—refer to Complete Streets plan. Additionally, consider water trail opportunities.
Sports Complex					-	-	Explore opportunity for additional sports facilities, possibly in the north end of the city.
Special Use					<1	1+	Enhance existing special use parks and explore opportunities for additional special use parks throughout the city.

\*This could include parks with playground and/or fitness amenities for both children and adults.

## CITY RECREATION HALF-MILE RADIUS ASSESSMENT

The Trust for Public Land (TPL) is a national organization that advocates for parks and preserved open spaces. They believe that parks are important to communities and that close-to-home opportunities to exercise and experience nature are essential for our physical and mental well-being. Studies show that parks can encourage physical activity, reduce crime, revitalize local economies, and help bring neighborhoods together. The TPL encourages communities to strive for reasonable park access for their residents.

To facilitate discussion about park access and provide a means of illustrating the point, the TPL is developing a database of cities across the country that identifies a city’s population that is within a 10-minute walk (one-half mile) of a park. Park access is the ability to reach a publicly owned park within a half-mile walk on the road network, unobstructed by freeways, rivers, fences, and other obstacles. The city of Brighton is not currently identified in the TPL database ([www.parksolve.org](http://www.parksolve.org)), but the following nearby cities are included, and are shown in [Table 5](#). A ten-minute walk radius map is shown in [Map 4](#). The information on the city of Brighton is provided by Giffels Webster as a part of our analysis.

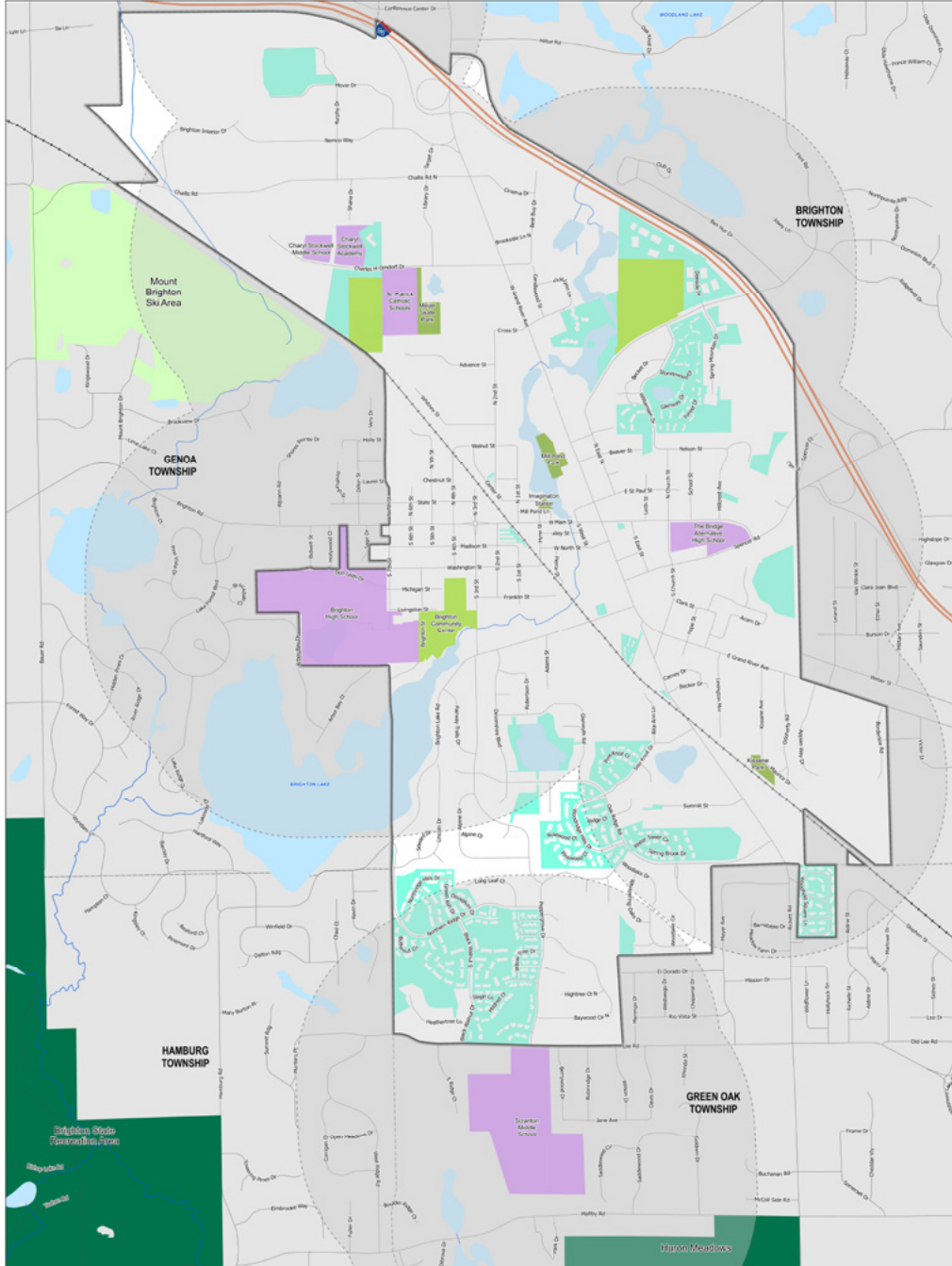


**TABLE 5. TRAVEL TIME AND DISTANCE TO PARKS**

	Percent of Population within a 10-minute walk of a park	Parks within the city	Total Park Acreage within the city	People per acre of parkland
Brighton	70%*	7	32.8	233
Howell	60%	10	34	285
Pinckney	21%	1	2	1,231
Ann Arbor	90%	176	1,689	70
Novi	20%	18	1,353	43
Milford	57%	5	76	82

\* This is an estimate based on available 2016 Census tract information showing approximately 5,000 people within 1/2 mile radius of a municipal park/recreation facility. According to the US Census 2023 estimates, the city’s overall population is 7,958.

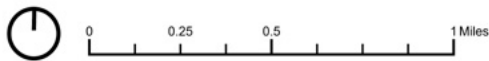
MAP 4. TEN-MINUTE WALK RADIUS



Sources: Parks, Rails, Land Use: SEMCOG. Boundaries: Livingston County. Lakes and Streams: EGLE. Conservation Areas: State of Michigan.

- Schools 0.5 Mile Buffer
- School Properties
- Private Parks
- State and Regional Parks
- City Facilities
- Private Common Areas and Easements
- City Parcels

**Park Walkshed**  
City of Brighton  
Livingston County, Michigan



# Planning Process

# PLANNING PROCESS

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The recreation planning process in Brighton is intended to include individuals who represent a broad cross-section of the community's population and park users. The planning process began with an inventory of all of Brighton's park facilities. A survey was then developed and shared online with residents of Brighton and surrounding communities.

This plan identified strengths and opportunities within the current park facilities, as well as goals for the future, through the information gleaned through the inventory and survey responses. Due to resources directed towards a new streetscape for Main Street, as well as many other city-wide infrastructure improvements, many of the action items in the 2018 Recreation Plan are carried over into the updated plan. Action items also reflect broader goals and objectives of the community and are included in the recreation plan to show the ways in which recreation, housing, economic development, and transportation are all integrated.

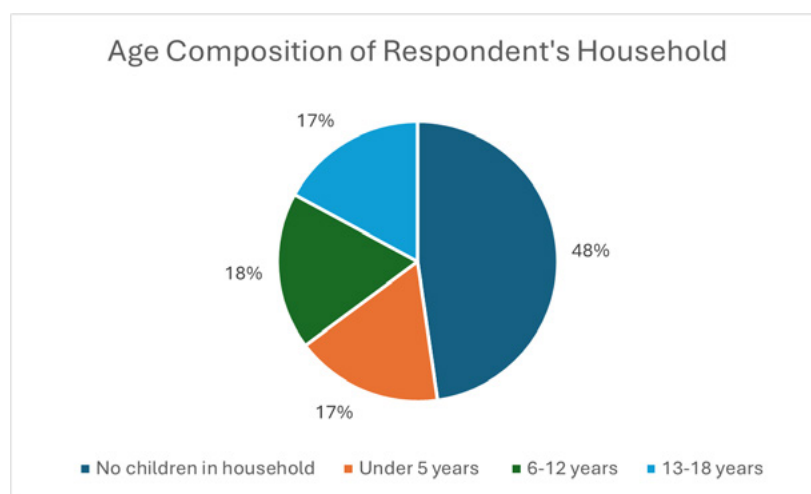
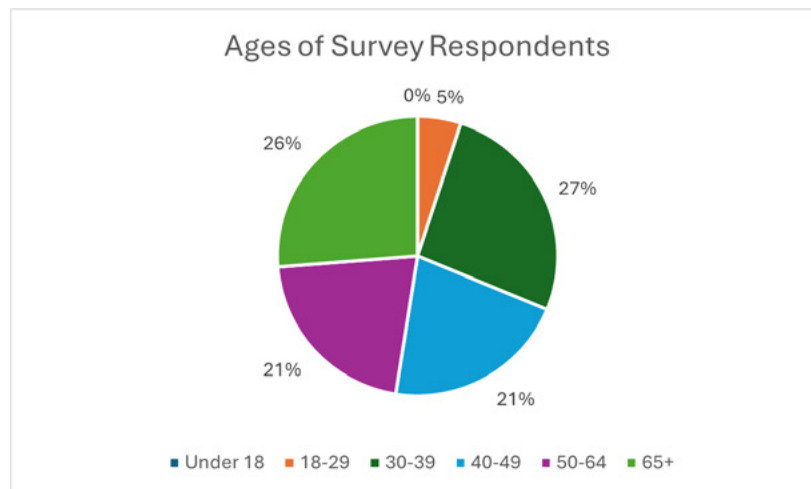
The draft plan and five-year action program of priority projects were reviewed by City Council. The draft was then made available for public review and comment for \_\_\_ days prior to formal adoption at a public hearing held by City Council on \_\_\_\_\_. Notice of the public review period was provided in the local newspaper. Copies of the notices announcing the review period and public hearing, as well as meeting minutes, are included in the [Appendix](#).

## PUBLIC INPUT – ONLINE SURVEY

The online survey requested information about respondents' familiarity with the park system, The survey was open from October 2, 2024, through October 11, 2024, and generated 188 responses (80 from city residents). Questions focused on usage and frequency of use of city and regional parks, recreational activities respondents participate in, interest in additional recreational opportunities not currently provided, who respondents do recreational activities with, satisfaction with city facilities, and requests for improvement suggestions for facilities or programming. The following is a summary of responses from the 80 residents of the city who completed the survey. The complete set of survey results are provided in the [Appendix](#).

### Survey Respondents

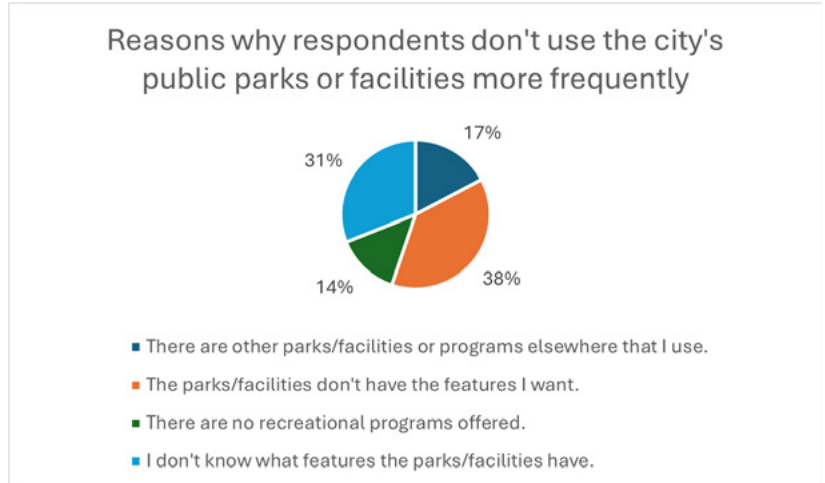
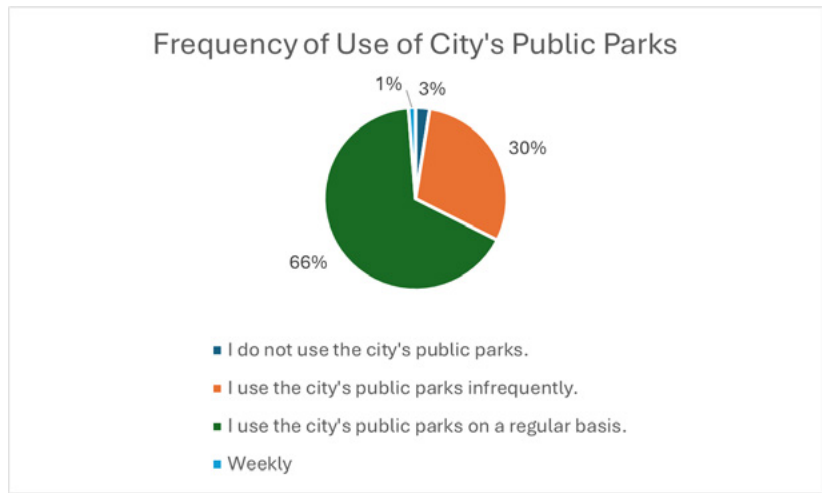
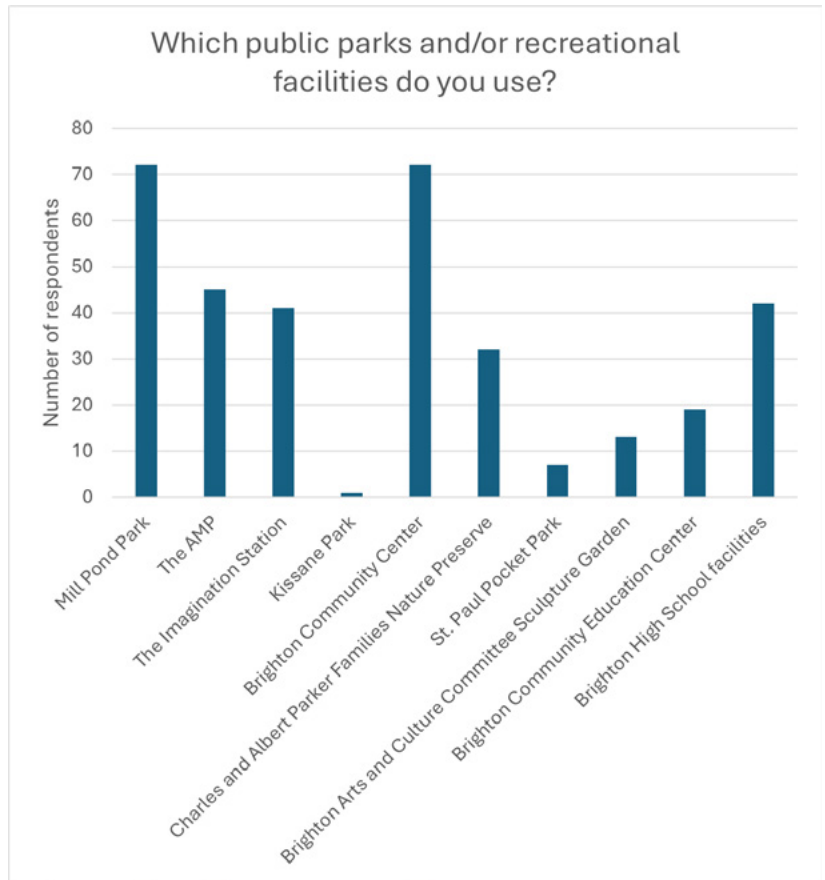
The survey was able to capture responses from people in most age groups, and was pretty equally represented in the 30-39, 40-49, 50-64, and 65+ age ranges. No survey responses were obtained from those under 18, and only four responses from those 18-29 were collected. The age composition of households represented by the survey varied. Almost half (48%) of respondents do not have children in their household. The remaining (52%) of responses were pretty evenly divided among the youth age groups, with some households representing more than one youth age category.



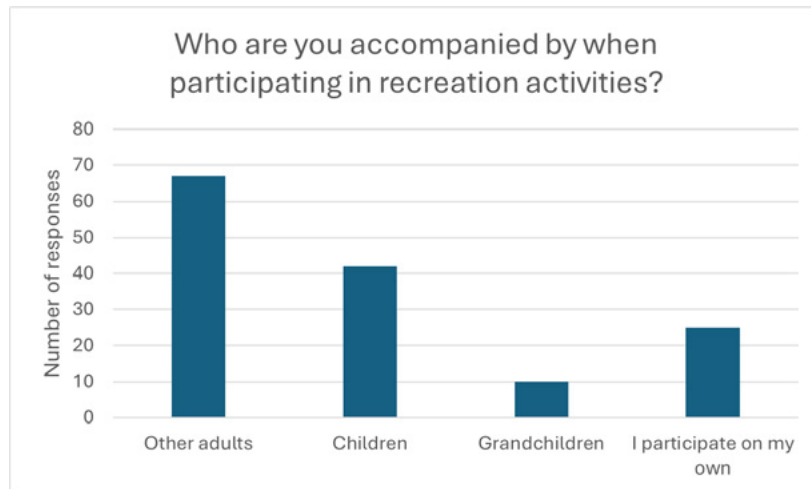
### Facility Use

Respondents were asked to select all city parks and recreational facilities that they use. Mill Pond Park and the Brighton Community Center were used by almost all respondents, while The AMP, The Imagination Station, and the high school facilities are used by over half of respondents. Kissane Park is used the least by this group of respondents, with only one person indicating they go there.

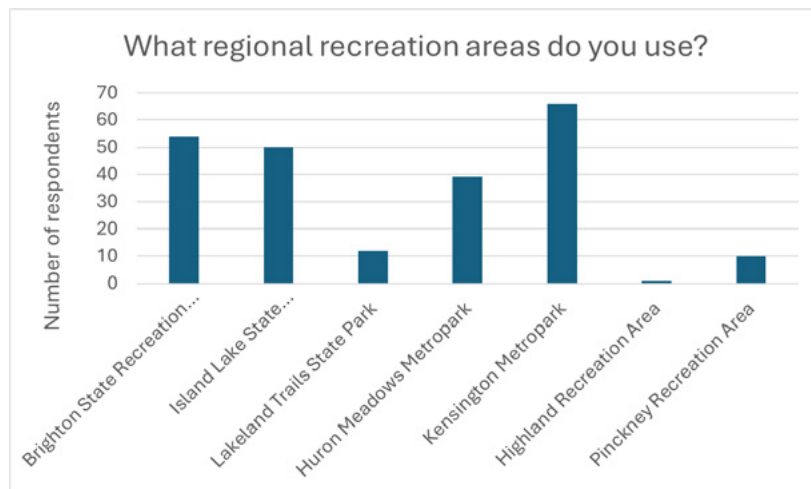
Two-thirds of respondents use the city’s public parks on a regular basis, and another 30% use them infrequently. When asked why the city’s parks are not used more frequently, the reasons varied. Over one-third of respondents indicated that the parks and facilities don not have the desired features and 14% said there are no recreational programs offered. Almost a third (31%) of respondents indicated that they were unaware of the features present at the parks/ facilities and 17% said that they use parks or facilities elsewhere. Other reasons to not use the parks included being new to the city and not being aware of the parks, the parks being too crowded, and changes in physical ability making it difficult to enjoy the parks.



It was also of interest to know who, if anyone, park users are accompanied by when participating in recreational activities in the city. Most respondents indicated that they participate in activities with other adults, and over half participate with children. Over a quarter of respondents participate without anyone else with them, and only 10 respondents indicated that they participate with their grandchildren.

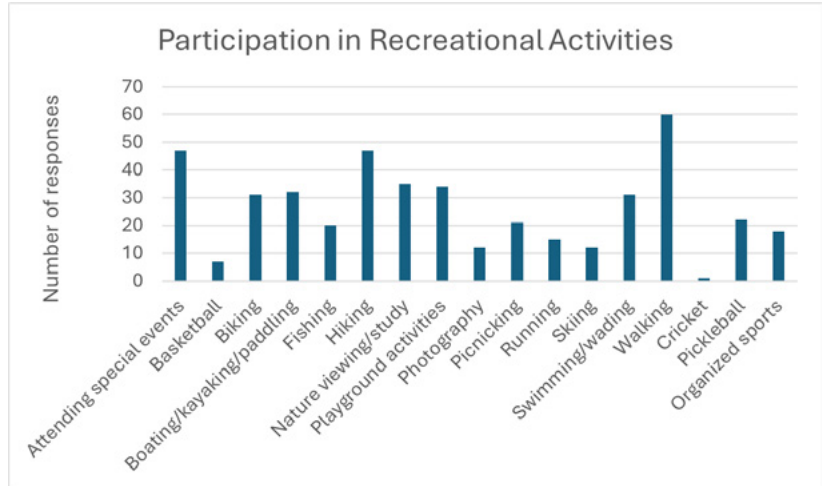


Survey respondents were also asked what regional recreation areas they use. Over half of respondents indicated that they go to Brighton and Island Lake Recreation Areas, and Kensington Metropark. Almost half also go to Huron Meadows Metropark. Less popular regional recreation areas included Lakeland Trails State Park, Pinckney Recreation Area, and Highland Recreation Area.

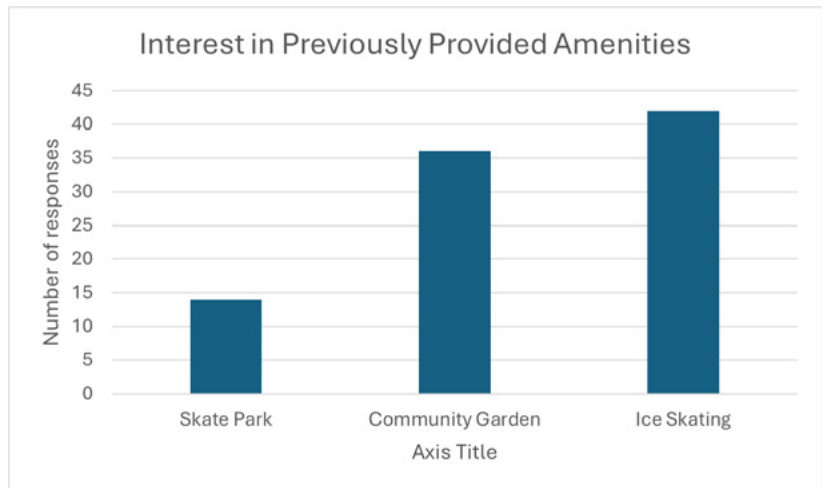


### Recreational Activities

Results from the survey show that respondents partake in many recreational activities. Walking is done by three-quarters of respondents, and over half of respondents use their parks for attending special events and hiking. Respondents also participate in many other activities, as shown in the graph below.



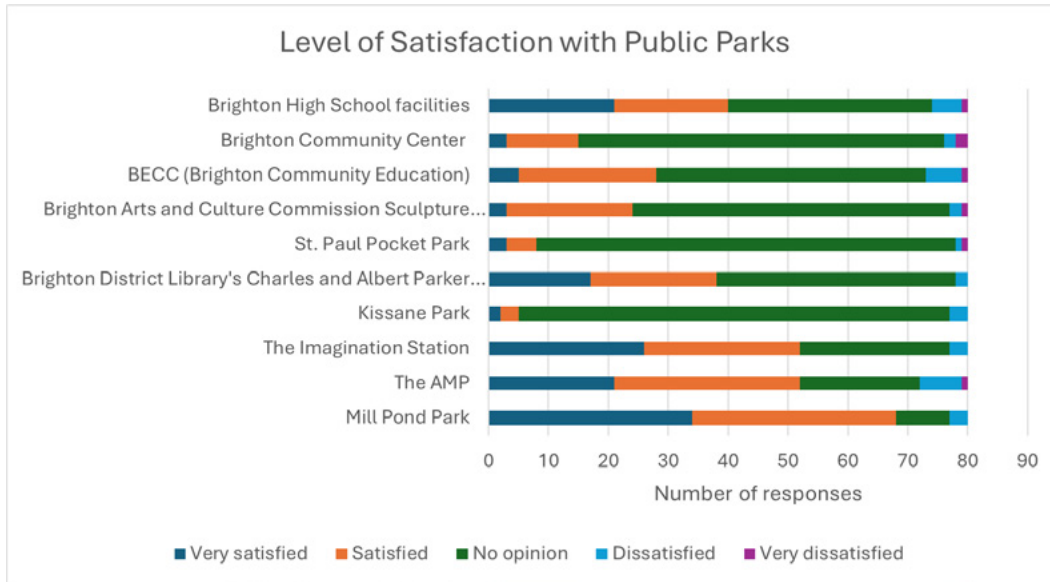
It was noted in the survey that the city and other local recreational providers have offered other amenities previously, such as a skate park, community garden, and ice skating. Respondents were asked if they would like to see those amenities provided again. Ice skating was the most popular item to bring back, with just over half of respondents (42 responses) being interested in that. A community garden was almost as popular, with 36 responses. The skate park was the least popular, with only 14 respondents interested in that. However, this question generated a lot of other suggestions such as:



- Pool
- Splash pad
- Soccer fields
- Cricket grounds
- Paddleboats/Canoe/Kayak rentals for Mill Pond
- Youth level pump track for mountain biking
- Dog park
- Basketball hoops
- Senior center
- Pickleball facilities (many requests)
- Tennis courts
- Bike paths/trails
- More bicycle racks
- Community center with pool, tennis courts, etc.
- Indoor walking track
- Sand volleyball court
- Rollerblading park
- Ice rink

### Satisfaction with Parks and Suggestions for Improvement

Survey respondents were asked to rate their level of satisfaction with the public city parks in Brighton. Most respondents were either “Very satisfied” or “Satisfied” with Mill Pond Park (68 responses), The AMP (52 responses), The Imagination Station (52 response), and Brighton High School facilities (40 responses). The most respondents that indicated they were “Very dissatisfied” or “Dissatisfied” was in response to The AMP (8 responses), BECC (Brighton Community Education) (7 responses), and Brighton High School (6 responses).

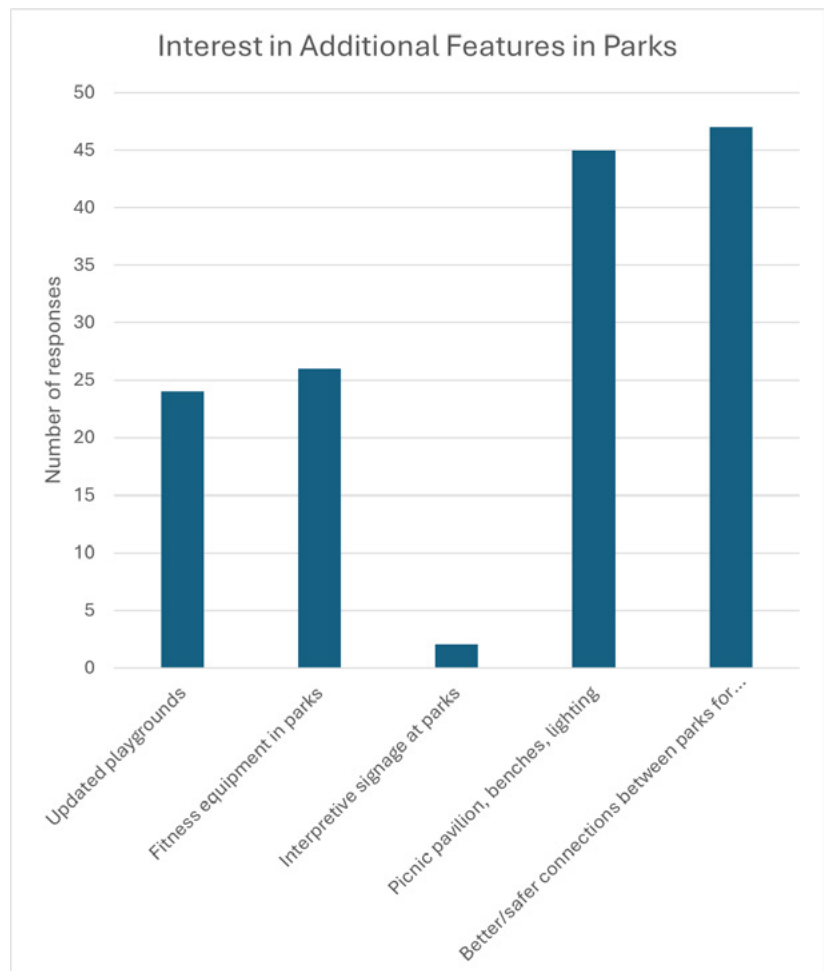


When asked what additional features would be of interest in city parks, better and safer connections between parks for walking, running, cycling was at the top of the list with 47 responses, followed by additional picnic pavilions, benches, and lighting with 45 responses. The least desirable addition is interpretive signage. This question also resulted in other suggestions, such as separate hiking/ walking and biking paths, paved roads, improved parking, fencing along The AMP by the water, and many requests for pickleball courts.

Survey respondents were also asked about other ideas for events or recreational programming.

New ideas included:

- Pickleball
- Youth mountain biking
- Special needs events i.e. swim lessons for kids with autism
- More classes at the pool
- More festivals
- Walking groups



- Social activities
- Large vendor events on Main Street and including additional side streets
- Ice skating
- Entry level adults sports teams
- More concerts and live music at The AMP
- Car show
- Kids fishing tournament and other similar small events
- Turkey trot
- Bike night
- Meet up groups for various ages
- Senior-centric programming and activities
- Kid-friendly programming
- Water taxi on Mill Pond

Additional comments and ideas that were collected via the survey included:

- Better parking downtown, a parking garage
- Limit number of event attendance; monitor and limit parking in residential neighborhoods
- Collaborations with local gyms and recreation facilities
- Promotion of recreation opportunities
- Waterway trash clean up of Mill Pond
- Additional waste containers on board walk
- Take over Meijer/Selcra Park
- Brighton Library enlarged with more areas to sit comfortable and read or work

## PUBLIC INPUT – OPEN HOUSE

Survey responses informed further questions to explore during an open house held on November 4, 2024. When asked what programs or activities would be of interest at city parks, winter gatherings, events at Mill Pond, and festivals/vendor events rose to the top. The most frequently selected suggestions for additional amenities included restrooms, signage, and promotion of parks via maps and signs. Facilities for winter sports was also of interest to attendees, followed by a walking/running loop and a canoe/kayak rental.

# Goals, Objectives, & Action Strategies



## GOALS, OBJECTIVES, & ACTION STRATEGIES

This Recreation Plan is part of an overall Comprehensive Plan prepared by the City of Brighton. The Comprehensive Plan includes the city's Master Land Use Plan, Downtown Plan, Complete Streets Plan, and Parks & Recreation Plan. Goals of the Master Land Use Plan guide all of the planning documents included in the Comprehensive Plan. Each plan has its own specific objectives and action strategies, which support the goals established in the Master Land Use Plan. Action strategies follow at the end of this plan chapter.

### 2025 Comprehensive Plan Goals

1. **Quality and Variety of Housing.** Ensure the availability of a wide range of attractive housing choices for residents of all ages. Connect housing with neighborhood commercial goods and services while protecting residents from noise, traffic, and other impacts of non-residential development. Encourage the preservation, maintenance, and renovation of older homes in the city.

**R 1.A.** Encourage the provision of neighborhood open space and recreation areas in new residential developments and within existing neighborhoods, where possible.

**R 1.B.** Ensure neighborhoods are connected to parks and recreation facilities in and around the city.

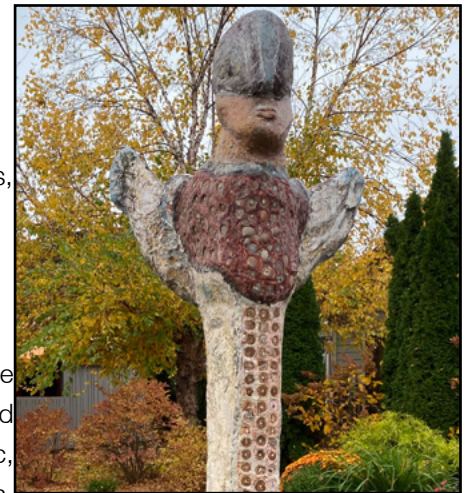
2. **Community Identity.** Recognize that the city's identity is largely based on its downtown. Encourage civic, social, and cultural activities, support downtown businesses, and promote the development of additional housing to strengthen not only downtown, but also the city's identity. Ensure the city's residential areas and downtown are well-connected via motorized and non-motorized transportation options. Maintain a standard of high-quality design and materials on new and redeveloped buildings throughout the city.

**R 2.A.** Ensure residents are connected to downtown and other commercial areas.

**R 2.B.** Encourage residents to use non-motorized transportation options for recreation as well as for accessing goods, services, and community activities.

**R 2.C.** Incorporate local art and culture into recreation facilities and programming.

**R 2.D.** Incorporate open space and recreational facilities with non-residential development.



Local artwork helps a city create a community identity.

## What are goals, objectives, and action strategies?

- Goals are general guidelines that explain what the community wants to achieve. Goals are usually long-term and represent global visions such as “protect the city’s natural resources.” Goals define the “what” but not the “how.” Goals are established in the Master Plan Use Plan.
- Objectives identify the milestones that mark progress in achieving goals – more of the “how.” For example, the goal of “protect the city’s natural resources” could be measured in terms of “Maintain the city’s tree cover.” Objectives are plan-specific and are included here.
- Action strategies are more specific and define the steps to accomplish objectives and attain the identified goals – these could be considered the “who” and “when.” The most effective action strategies will include who will tackle that task and when it should be accomplished.

3. **Environmental Stewardship.** Maintain public and private stewardship of the natural environment through the preservation of open space, protection of woodlands and wetlands, and utilization of low-impact development techniques. Educate residents and business owners about the long-term value of the city’s natural resources. Maintain a balance between the economy, the environment, and the community to ensure sustainable development that meets the needs of today while ensuring the needs of future generations can be met.

**R 3.A.** Ensure that the city’s parks and open spaces are maintained in an environmentally sound manner, which includes managing invasive species, protecting wildlife habitats, and planting native species that minimize water needs and maintenance.

**R 3.B.** Encourage environmental education through interpretive signage and demonstration projects within city parks and other civic facilities.

4. **Infrastructure and Civic Spaces.** Invest wisely in ongoing maintenance and improvements to existing infrastructure, including utilities and the transportation network. Maintain civic spaces, including city hall and recreation facilities. Ensure that new development minimizes the demands placed on the city’s existing infrastructure. Support the city’s entire transportation network through the development and enhancement of non-motorized transportation facilities and amenities.

**R 4.A.** Maintain and improve existing parks facilities for accessibility, safety, and enjoyment for people of all ages and abilities.

**R 4.B.** Explore opportunities to add more parks and recreational amenities throughout the city.

**R 4.C.** Enhance recreation opportunities and access to water resources, including the Millpond and Brighton Lake.

5. **Economic Development.** Maintain a vibrant and strong local economy by supporting current and new businesses. Build upon strengths that make Brighton an attractive community for business development. Nurture businesses downtown, in the east and west Grand River corridors, as well as industrial areas.

**R 5.A.** Explore opportunities to partner with businesses on park improvements, expansions, amenities, and programming.

**R 5.B.** Encourage recreation-focused businesses to locate and expand in the city, which is in close proximity to a wide variety of parks and recreation facilities.

## ACTION STRATEGIES

### Goal 1 – Quality and Variety of Housing

<b>R 1.A.</b> Encourage the provision of neighborhood open space and recreation areas in new residential developments and within existing neighborhoods, where possible.
<b>Action</b>
Amend the Zoning Ordinance to require neighborhood open space and recreation facilities with all new residential developments in the city.
Explore opportunities to acquire land within existing neighborhoods for parks and open spaces.
Work with homeowners’ associations on maintenance plans for existing and future open spaces and recreational facilities.

<b>R 1.B.</b> Ensure neighborhoods are connected to parks and recreation facilities in and around the city.
<b>Action</b>
Using the Complete Streets Plan, fill in the non-motorized transportation network gaps between residential areas and the city’s parks and recreation facilities.
Amend the Zoning Ordinance to require new development to provide connections to nearby parks and recreation facilities in the city.

## Goal 2 – Community Identity

<b>R 2.A.</b> Ensure residents are connected to downtown and other commercial areas.
<b>Action</b>
Using the Complete Streets Plan, fill in the non-motorized transportation network gaps between residential areas and downtown.
Amend the Zoning Ordinance to require new development to provide connections to downtown.

<b>R 2.B.</b> Encourage residents to use non-motorized transportation options for recreation as well as for accessing goods, services, and community activities.
<b>Action</b>
Develop a marketing strategy for the city’s non-motorized transportation network, illustrating the connections between residential areas, parks, and commercial areas.
Create a wayfinding plan that identifies key destinations in the city, distances/time to popular destinations.
Implement the city’s wayfinding plan.

<b>R 2.C.</b> Incorporate local art and culture into recreation facilities and programming.
<b>Action</b>
Work with the Brighton Arts & Culture Commission, the Brighton Arts Center, and other local arts and culture partners on a plan to promote art in city parks and recreation areas.
Work with the Brighton Arts & Culture Commission, the Brighton Arts Center, and other local arts and culture partners on a plan to develop arts-related recreational programming.

<b>R 2.D.</b> Incorporate open space and recreational facilities with non-residential development.
<b>Action</b>
Amend the Zoning Ordinance to require open space and recreation facilities with all new non-residential developments in the city.
Explore opportunities to provide and/or improve open spaces and recreational amenities within existing non-residential developments.

### Goal 3—Environmental Stewardship

<b>R 3.A.</b> Ensure that the city’s parks and open spaces are maintained in an environmentally sound manner, which includes managing invasive species, protecting wildlife habitats, and planting native species that minimize water needs and maintenance.
<b>Action</b>
Adopt a Best Practices Policy for Parks and Recreation to help guide future maintenance of parks and open spaces in an environmentally-friendly manner.
Explore the creation of a “Friends of Brighton’s Parks” volunteer group to assist with identification and removal of invasive species and identification and protection strategies for wildlife habitats.

<b>R 3.B.</b> Encourage environmental education through interpretive signage and demonstration projects within city parks and other civic facilities.
<b>Action</b>
Partner with Brighton Schools and local environmental professionals to understand important environmental issues in the city and region and make recommendations for educating parks and recreation users.
Develop an interpretive signage program based on the above findings and recommendations.
Develop demonstration projects at city parks based on the above findings and recommendation.

### Goal 4 – Infrastructure and Civic Spaces

R 4.A. Maintain and improve existing parks facilities for accessibility, safety, and enjoyment for people of all ages and abilities.	
Park	Action
<b>KISSANE PARK</b>	Remove and replace outdated playground equipment.
	Provide seating area for visitors.
	Provide a designated, identifiable parking area for visitors.
	Explore opportunities to add equipment for older adults.
<b>MILLPOND PARK</b>	Improve amphitheater and seating.
	Continue waterfowl mitigation strategies and activities
	Explore opportunities to add a water trail, potentially under Grand River Avenue to the lake between Grand River Avenue and I-96.
<b>IMAGINATION STATION</b>	Establish program to maintain playground equipment; replace and removed outdated equipment as needed.
	Explore opportunities to add equipment for older adults.
<b>BRIGHTON LAKE</b>	Explore opportunities to add kayak/canoe access at city-owned lots on Brighton Lake.

**R 4.B.** Explore opportunities to add more parks and recreational amenities throughout the city.

**Action**

Identify areas in which parks and recreation facilities may be needed.

Develop a strategy for acquiring parks and open spaces.

**R 4.C.** Enhance recreation opportunities and access to water resources, including the Millpond and Brighton Lake.

**Action**

Explore development of accessible canoe/kayak launch facilities at the Millpond and Brighton Lake.

Explore opportunities to offer additional water-related recreation amenities, including facilities for shore-fishing.

## Goal 5—Economic Development

<b>R 5.A.</b> Explore opportunities to partner with businesses on park improvements, expansions, amenities, and programming.
<b>Action</b>
Establish group of recreation partners, including Brighton Area Schools, area businesses and other area interests, to collaborate on recreation programs.
Work with local businesses to explore a sponsorship program for various park improvements and programs.
Create a recognition program to highlight and show appreciation for recreation partners in the business community.

<b>R 5.B.</b> Encourage recreation-focused businesses to locate and expand in the city, which is in close proximity to a wide variety of parks and recreation facilities.
<b>Action</b>
Create a business retention and recruitment program that focuses on recreation-based business development.
Create a promotional program to raise awareness with city residents about recreation-related businesses that are based in the city.

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# Appendix

# APPENDIX

## Table of Contents

US Army Corps of Engineers GLFER Report .....	57
City Council Resolution of Adoption .....	58
Public Notices .....	59
City Council Meeting Minutes .....	60
DNR Post-Completion Certification Reports .....	61
Survey Results .....	67

# US ARMY CORPS OF ENGINEERS GLFER REPORT

To be added.

## CITY COUNCIL RESOLUTION OF ADOPTION

To be added.

## PUBLIC NOTICES

To be added.

## CITY COUNCIL MEETING MINUTES

To be added.

# DNR POST-COMPLETION CERTIFICATION REPORTS



Michigan Department of Natural Resources - Grants Management

## PUBLIC OUTDOOR RECREATION GRANT POST-COMPLETION SELF-CERTIFICATION REPORT

*This information required under authority of Part 19, PA 451 of 1994, as amended;  
the Land and Water Conservation Fund Act of 1965, 78 Stat. 897 (1964); and Part 715, of PA 451 of 1994, as amended.*

**GRANT TYPE:**  MICHIGAN NATURAL RESOURCES TRUST FUND  CLEAN MICHIGAN INITIATIVE  
 (Please select one)  LAND AND WATER CONSERVATION FUND  RECREATION PASSPORT  BOND FUND

**GRANTEE:** City of Brighton

**PROJECT NUMBER:** TF94-095

**PROJECT TYPE:** Development

**PROJECT TITLE:** Millpond Park

**PROJECT SCOPE:** Improve Millpond Park: pedestrian bridge, boardwalk and amphitheater

### TO BE COMPLETED BY LOCAL GOVERNMENT AGENCY (GRANTEE)

Name of Agency (Grantee) <b>City of Brighton</b>	Contact Person <b>Michael Caruso</b>	Title <b>Community Dev Mgr</b>
Address <b>200 North First Street</b>	Telephone <b>810.227.1911</b>	
City, State, ZIP <b>Brighton MI 48116</b>	Email <b>carusom@brightoncity.org</b>	

### SITE DEVELOPMENT

Any change(s) in the facility type, site layout, or recreation activities provided? If yes, please describe change(s).  Yes  No

---

Has any portion of the project site been converted to a use other than outdoor recreation? If yes, please describe what portion and describe use. (This would include cell towers and any non-recreation buildings.)  Yes  No

---

Are any of the facilities obsolete? If yes, please explain.  Yes  No

---

### SITE QUALITY

Is there a park entry sign which identifies the property or facility as a public recreation area? If yes, please provide a photograph of the sign. If no, please explain.  Yes  No

---

Are the facilities and the site being properly maintained? If no, please explain.  Yes  No

---

Is vandalism a problem at this site? If yes, explain the measures being taken to prevent or minimize vandalism.  Yes  No

---



**POST COMPLETION SELF-CERTIFICATION REPORT - CONT'D**

<b>CERTIFICATION</b>		
<i>I do hereby certify that I am duly elected, appointed and/or authorized by the Grantee named above and that the information and answers provided herein are true and accurate to the best of my personal knowledge, information and belief.</i>		
_____ Please print	_____ Grantee Authorized Signature	_____ Date
_____ Please print	_____ Witness Signature	_____ Date

**Send completed report to:** POST COMPLETION GRANT INSPECTION REPORTS  
 GRANTS MANAGEMENT  
 MICHIGAN DEPARTMENT OF NATURAL RESOURCES  
 PO BOX 30425  
 LANSING MI 48909-7925



Michigan Department of Natural Resources - Grants Management

**PUBLIC OUTDOOR RECREATION GRANT  
POST-COMPLETION SELF-CERTIFICATION REPORT**

*This information required under authority of Part 19, PA 451 of 1994, as amended;  
the Land and Water Conservation Fund Act of 1965, 78 Stat. 897 (1964); and Part 715, of PA 451 of 1994, as amended.*

**GRANT TYPE:**  MICHIGAN NATURAL RESOURCES TRUST FUND     CLEAN MICHIGAN INITIATIVE  
(Please select one)  LAND AND WATER CONSERVATION FUND     RECREATION PASSPORT     BOND FUND

**GRANTEE:** City of Brighton

**PROJECT NUMBER:** TF97-063

**PROJECT TYPE:** Development

**PROJECT TITLE:** Millpond Trail Extension

**PROJECT SCOPE:** Add 2,242' pedestrian path along the eastern edge of the Millpond

**TO BE COMPLETED BY LOCAL GOVERNMENT AGENCY (GRANTEE)**

Name of Agency (Grantee) <b>City of Brighton</b>	Contact Person <b>Michael Caruso</b>	Title <b>Community Dev Mgr</b>
Address <b>200 North First Street</b>	Telephone <b>810.227.1911</b>	
City, State, ZIP <b>Brighton MI 48116</b>	Email <b>carusom@brightoncity.org</b>	

**SITE DEVELOPMENT**

Any change(s) in the facility type, site layout, or recreation activities provided? If yes, please describe change(s).  Yes  No

---



---

Has any portion of the project site been converted to a use other than outdoor recreation? If yes, please describe what portion and describe use. (This would include cell towers and any non-recreation buildings.)  Yes  No

---



---

Are any of the facilities obsolete? If yes, please explain.  Yes  No

---



---

**SITE QUALITY**

Is there a park entry sign which identifies the property or facility as a public recreation area? If yes, please provide a photograph of the sign. If no, please explain.  Yes  No

---



---

Are the facilities and the site being properly maintained? If no, please explain.  Yes  No

---



---

Is vandalism a problem at this site? If yes, explain the measures being taken to prevent or minimize vandalism.  Yes  No

---



---



**POST COMPLETION SELF-CERTIFICATION REPORT - CONT'D**

**CERTIFICATION**

*I do hereby certify that I am duly elected, appointed and/or authorized by the Grantee named above and that the information and answers provided herein are true and accurate to the best of my personal knowledge, information and belief.*

_____ Please print	_____ Grantee Authorized Signature	_____ Date
_____ Please print	_____ Witness Signature	_____ Date

**Send completed report to: POST COMPLETION GRANT INSPECTION REPORTS  
GRANTS MANAGEMENT  
MICHIGAN DEPARTMENT OF NATURAL RESOURCES  
PO BOX 30425  
LANSING MI 48909-7925**

# SURVEY RESULTS

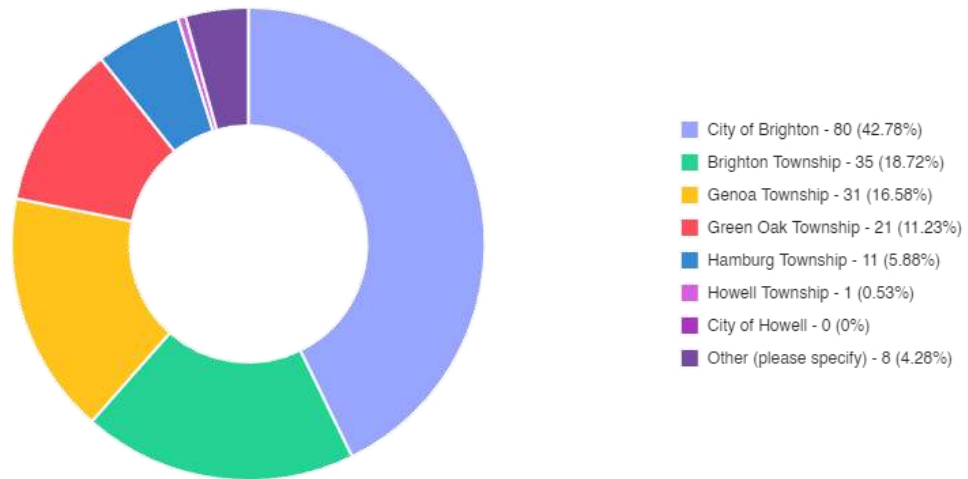
## City of Brighton Recreation Plan Survey

Date range: Oct 02, 2024-Oct 11, 2024

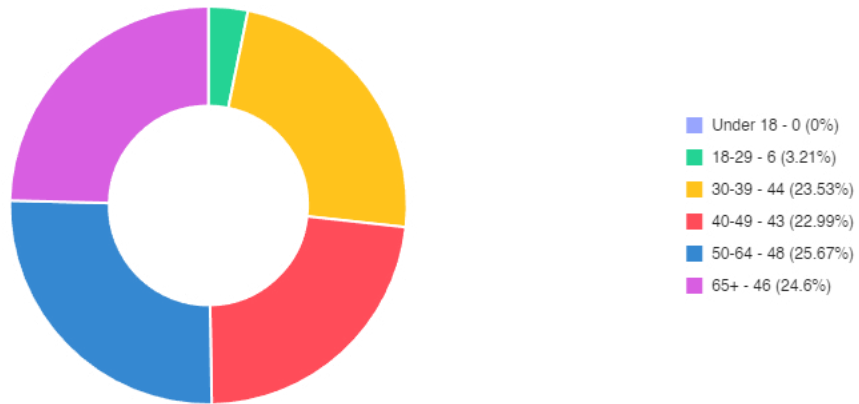
Total submissions: **187**

Total responses: **6658**

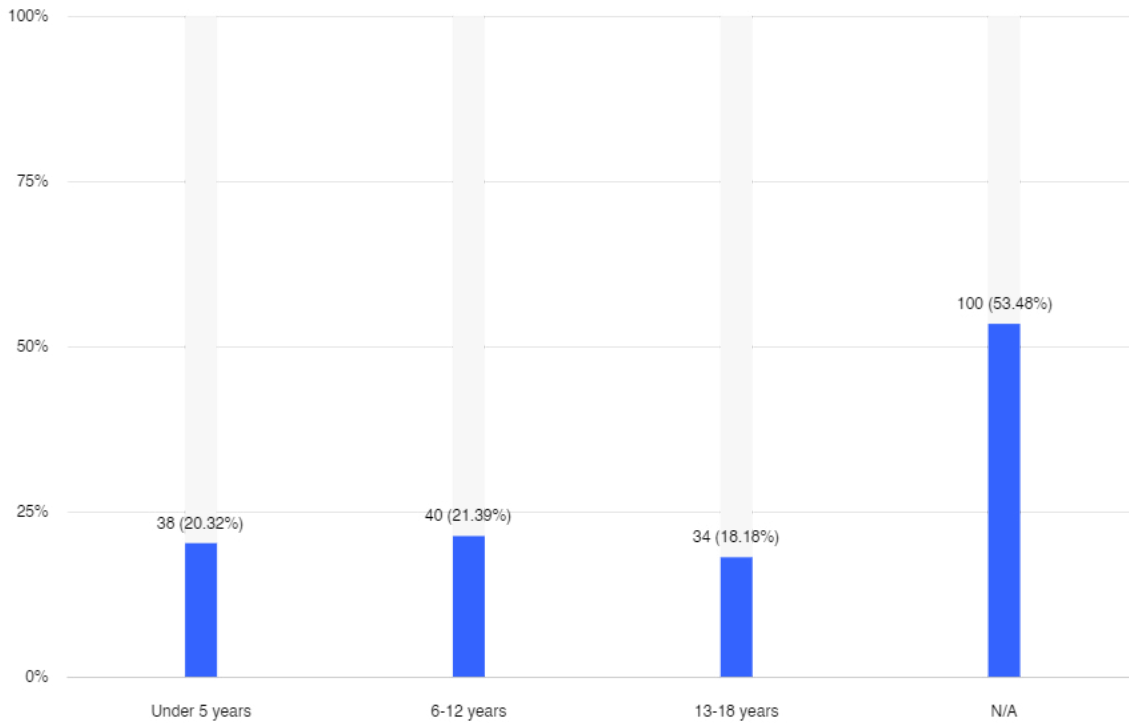
In what greater Brighton area community do you reside in?



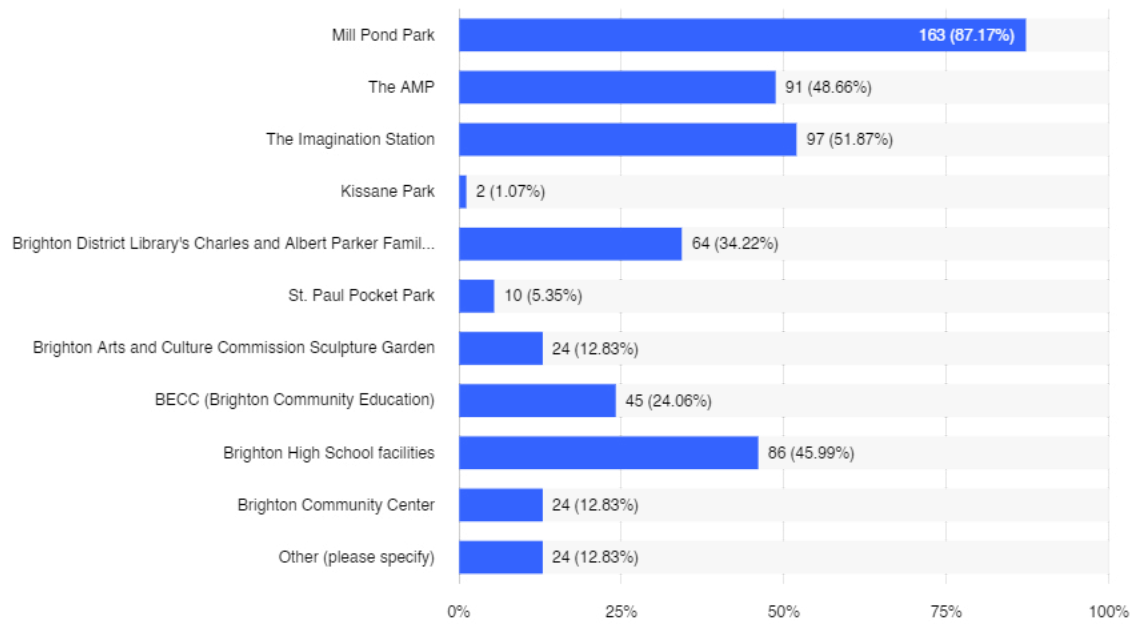
### What is your age?



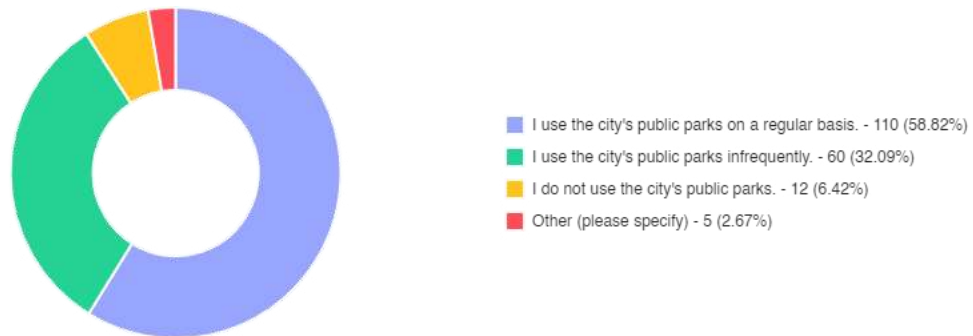
### Do you have children in your household? If so, what are their ages?



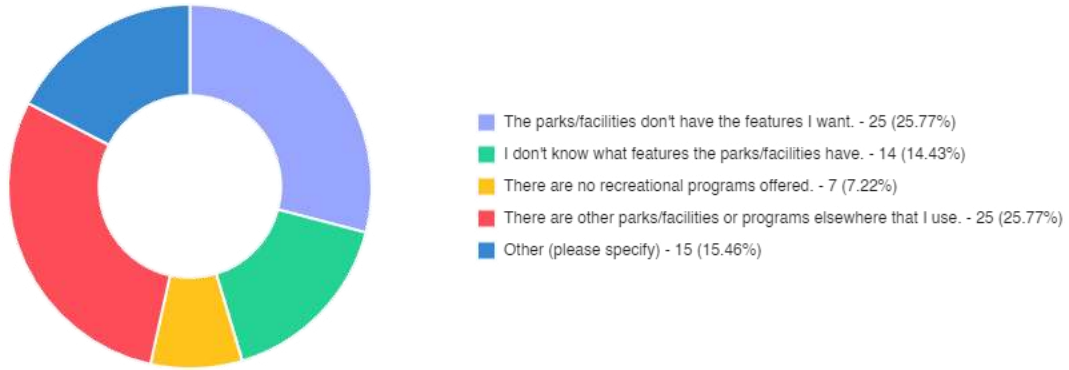
Which public parks and/or recreational facilities located within the city do you use? Check all that apply:



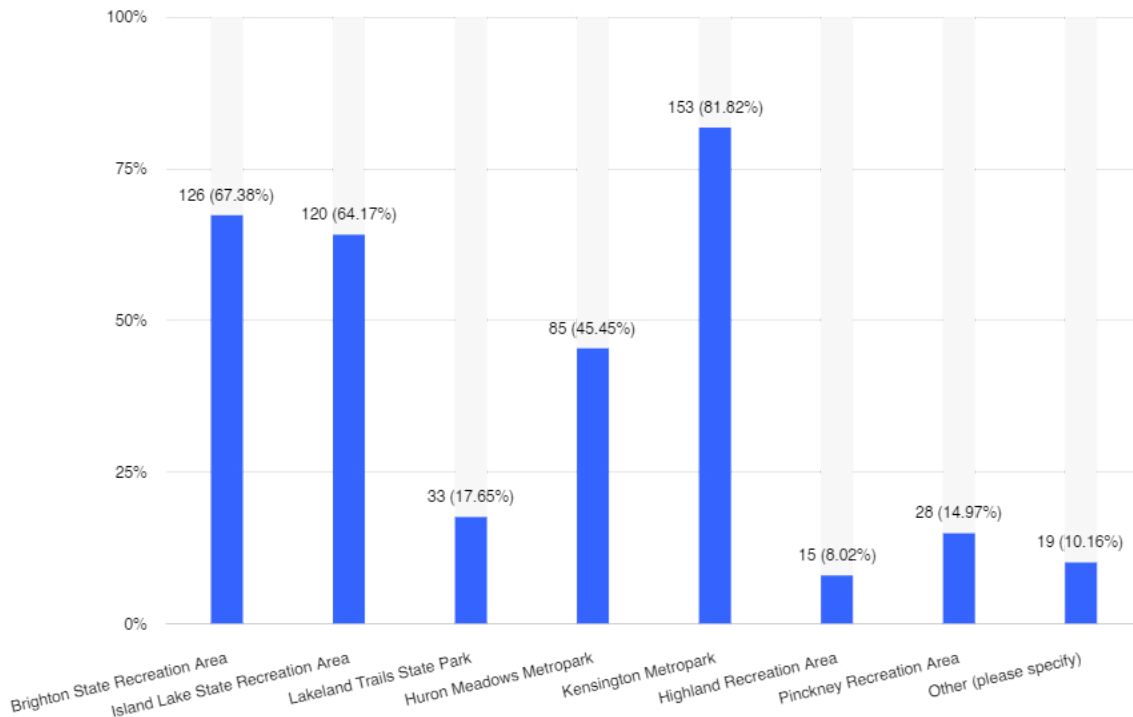
How often do you utilize these public parks and recreational facilities?

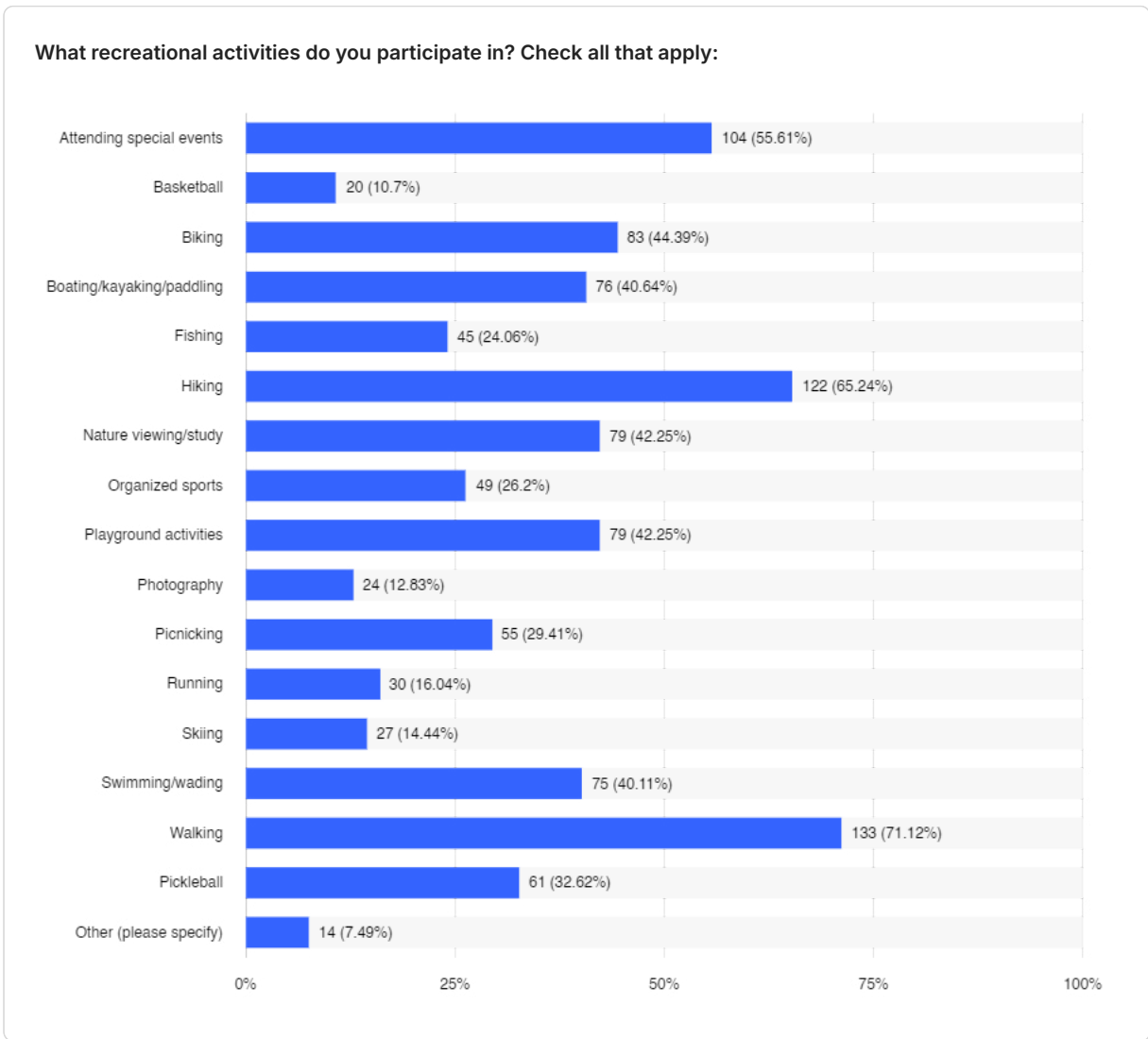


If you do not use the city's public parks or facilities, or if you use them infrequently, why?



Do you use any of the nearby regional recreational areas? If so, which ones? Check all that apply:

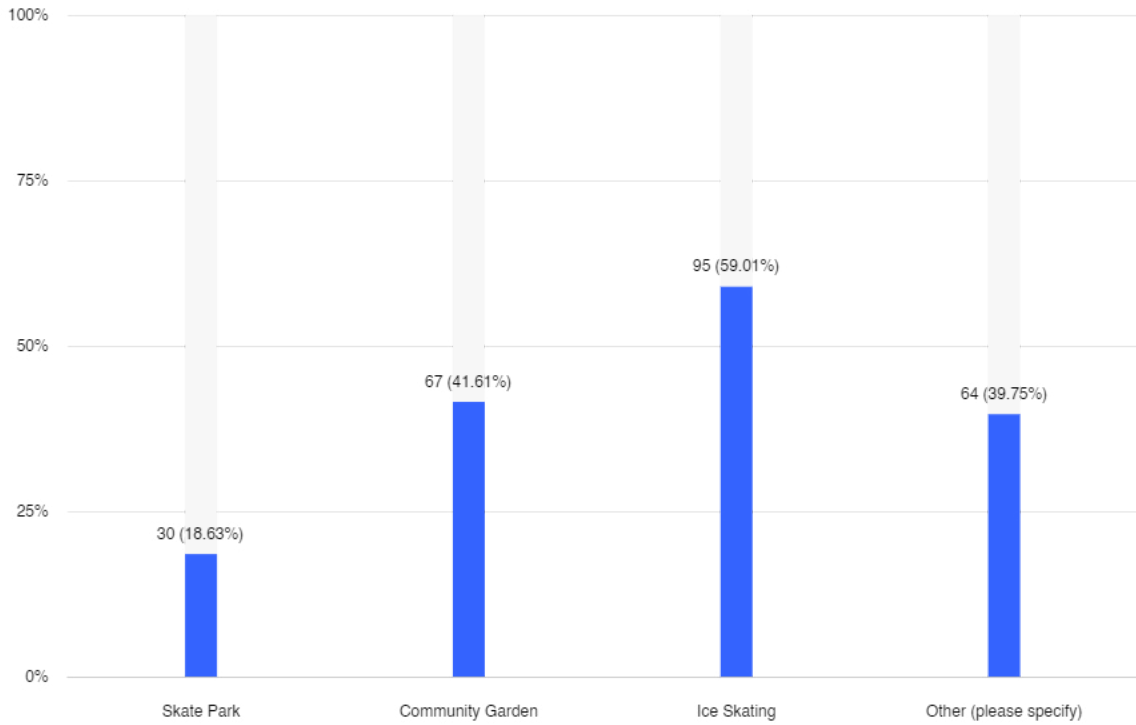


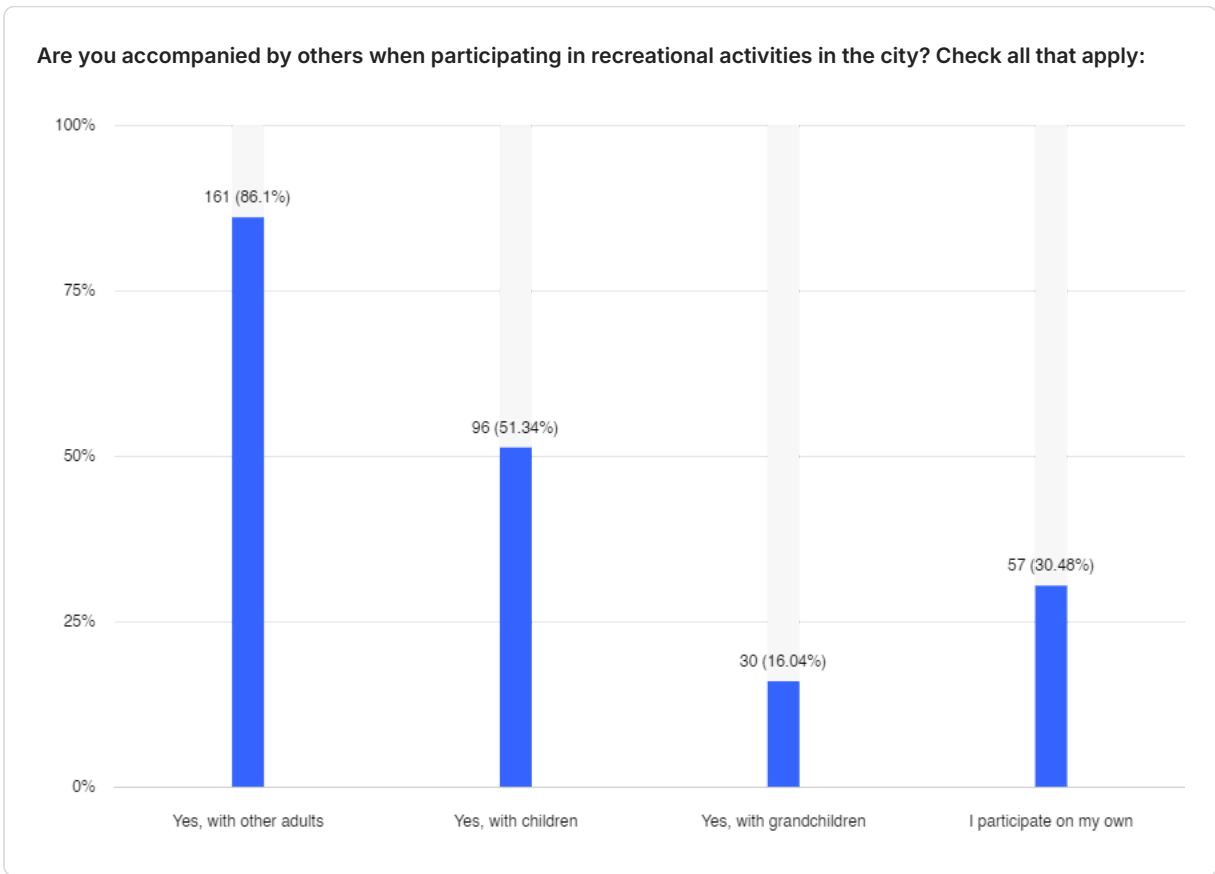


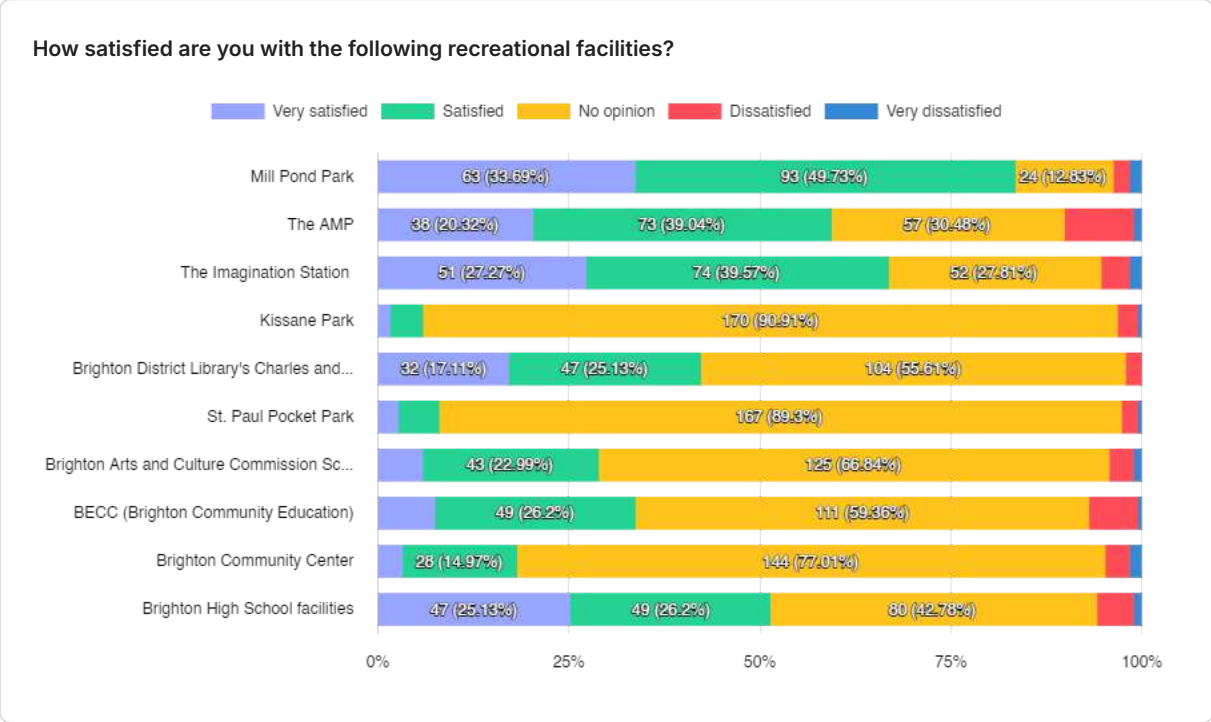
Created with Zencity data and analysis



In the past, the city or other local recreational providers have offered other amenities. Would you like to see any of the following again? Is there anything else that you'd like added?

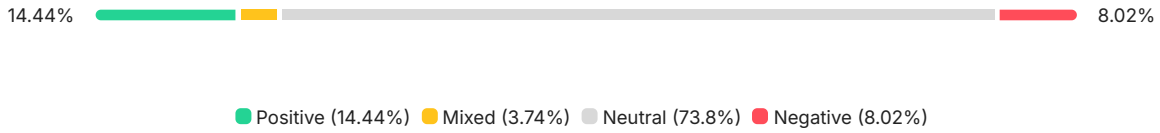




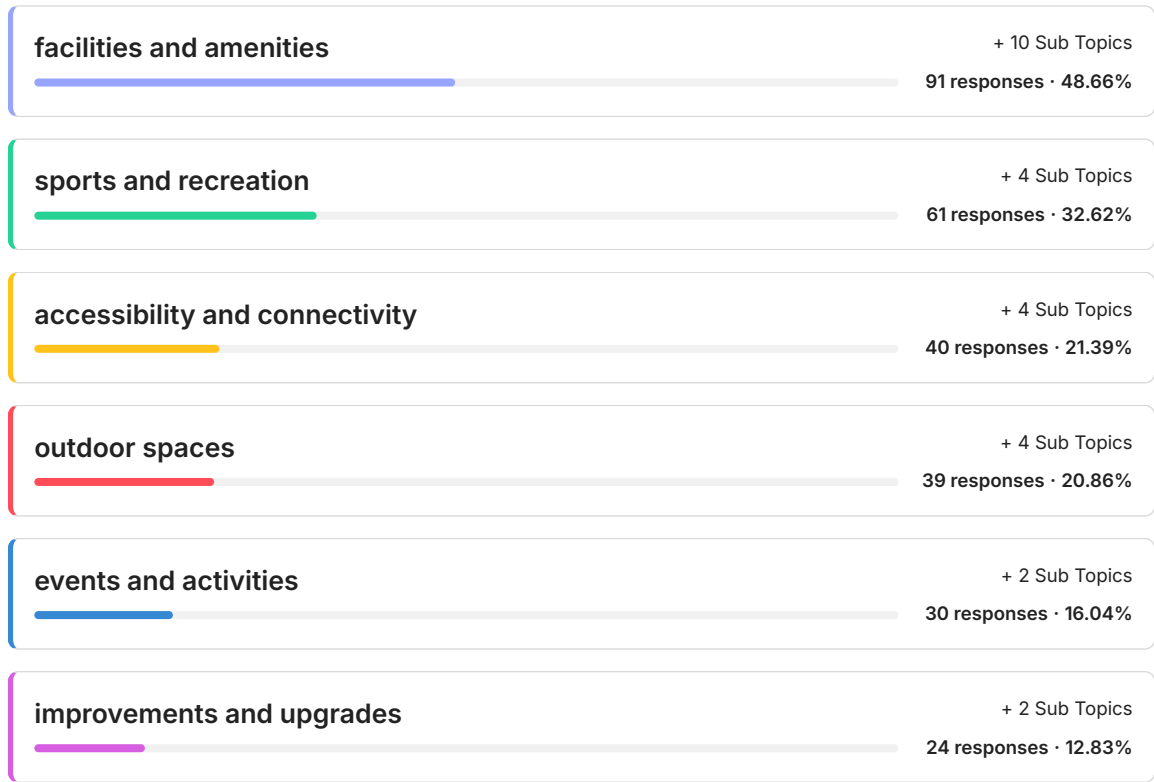


### What, if any, improvements would you like to see to the city's parks?

#### Sentiment Analysis



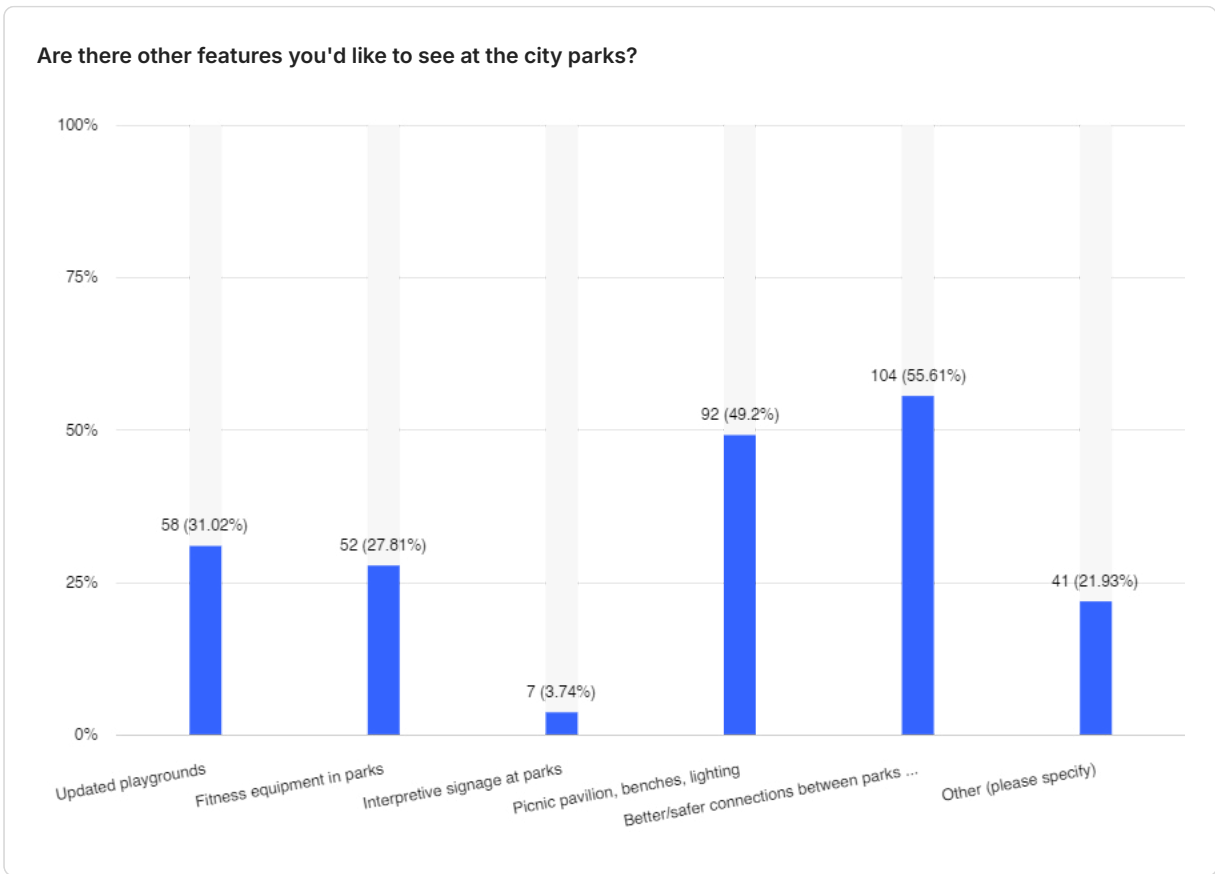
#### Topic Analysis · Run on: October 11, 2024



This report contains a subset of identified topics for the question.

Filters applied reduced participants from 188 to 187 (99%) · 187 of them responded to this question (100%)

Deduplication On



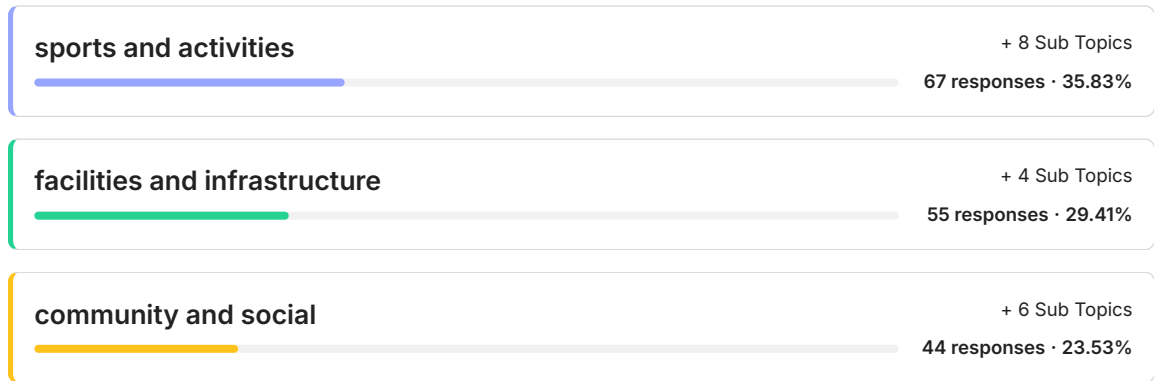
### What other events or recreational programming would you like to see in the city, if any?

#### Sentiment Analysis



Positive (4.81%) Mixed (0.53%) Neutral (91.44%) Negative (3.21%)

#### Topic Analysis · Run on: October 11, 2024



Filters applied reduced participants from 188 to 187 (99%) · 187 of them responded to this question (100%)

Deduplication On

### Do you belong to any community organizations or recreational groups?

#### Sentiment Analysis



● Positive (0.53%) 
 ● Mixed (0%) 
 ● Neutral (98.4%) 
 ● Negative (1.07%)

#### Topic Analysis



No Topics were identified from the responses collected. \*

#### Top Keywords

#	WORD/PHRASE	RESPONSES	MENTIONS
1	yes	14	14
2	pickleball	13	14
3	center	11	13
4	na	11	11
5	brighton	10	13
6	n/a	9	9
7	senior	7	7
8	hamburg	7	8
9	barc	6	6
10	none	5	5

1
2
3
...
14
>

Filters applied reduced participants from 188 to 187 (99%) · 187 of them responded to this question (100%)

Deduplication On

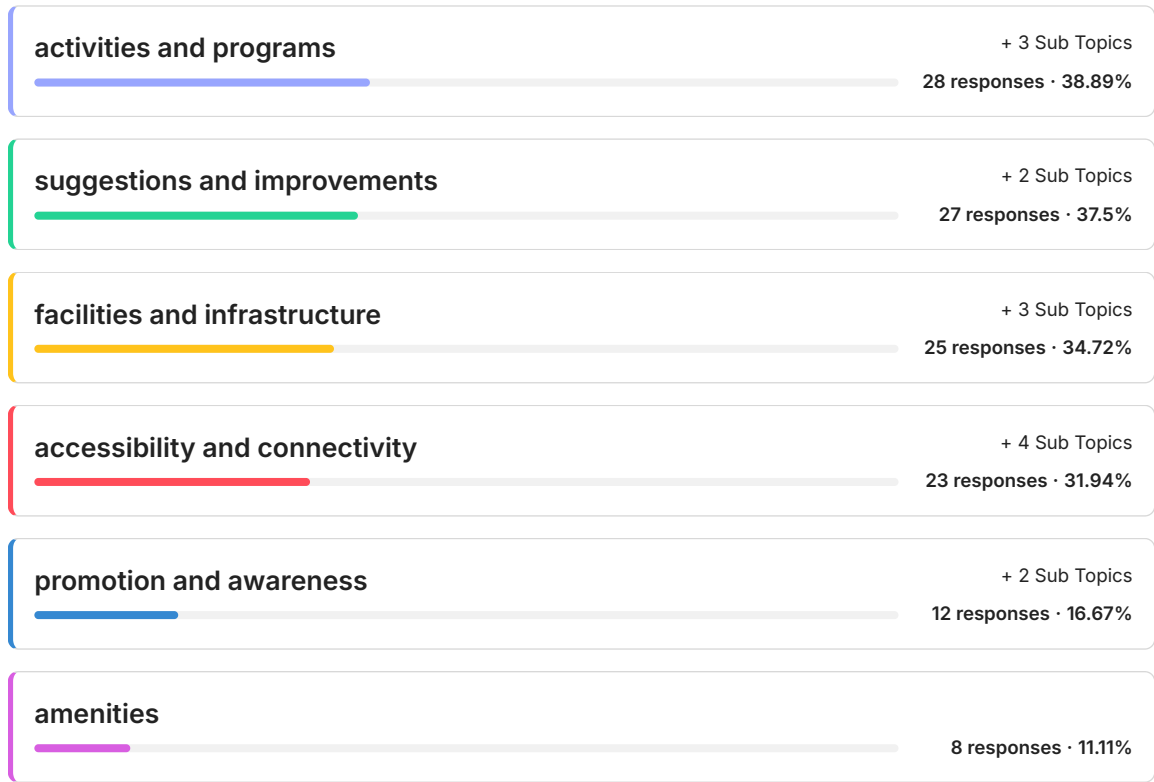
Any additional comments you would like to share about parks and recreation in Brighton?

Sentiment Analysis



Positive (26.39%) Mixed (6.94%) Neutral (51.39%) Negative (15.28%)

Topic Analysis · Run on: October 11, 2024



This report contains a subset of identified topics for the question.

Filters applied reduced participants from 188 to 187 (99%) · 72 of them responded to this question (39%)

Deduplication On

Thank you for your interest. Please enter your name, email and phone number if you'd like more information about the planning process.

**Top Keywords**

#	WORD/PHRASE	RESPONSES	MENTIONS
1	na	3	3
2	810	2	2
3	734	2	2
4	586	2	2
5	updates	1	1
6	tracy	1	1
7	tobbe	1	1
8	thibault	1	1
9	thank	1	1
10	teresa	1	1

1 2 3 ... 14 >

Filters applied reduced participants from 188 to 187 (99%) · 46 of them responded to this question (25%)

Deduplication On



**RESOLUTION #2025-03**

**The City of Brighton  
Recreation Plan  
2025 - 2029**

WHEREAS, the City of Brighton has undertaken a planning process to determine the recreation and natural resource conservation needs and desires of its residents during a five-year period covering the years 2025 through 2029, and

WHEREAS, the City of Brighton began the process of developing a recreation plan in accordance with the most recent guidelines developed by the Department of Natural Resources and made available to local communities, and

WHEREAS, residents of the City of Brighton were provided with a well-advertised opportunity during the development of the draft plan to express opinions, ask questions, and discuss all aspects of the recreation and natural resource conservation plan, and

WHEREAS, the public was given a well-advertised opportunity and reasonable accommodations to review the final draft plan for a period of at least 30 days, and

WHEREAS, a public hearing was held on January 14, 2025, at the City of Brighton City Hall to provide an opportunity for all residents of the planning area to express opinions, ask questions, and discuss all aspects of the Brighton Recreation Plan, and

WHEREAS, the City of Brighton has developed the plan as a guideline for improving recreation and enhancing natural resource conservation for the City of Brighton, and

WHEREAS, after the public hearing, the City Council voted to adopt said recreation plan,

NOW, THEREFORE BE IT RESOLVED the City Council of the City of Brighton hereby adopts the City of Brighton Recreation Plan for 2025-2029.

AYES:

NAYS:

ABSTAIN:

ABSENT:

I, Tara Brown, City Clerk for the City of Brighton, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City council at the Regular Meeting held on January 14, 2025.

The City Clerk declared the resolution \_\_\_\_\_.

\_\_\_\_\_  
Tara Brown, City Clerk

\_\_\_\_\_  
Date



# City of Brighton

## REPORT FROM THE CITY MANAGER TO CITY COUNCIL JANUARY 14, 2025

**SUBJECT: CONDUCT A PUBLIC HEARING AND CONSIDER ADOPTION OF ORDINANCE 607, AMENDMENTS TO THE R5 UPTOWN ZONING DISTRICT**

### ADMINISTRATIVE SUMMARY

In June 2024, the City Council requested the Planning Commission review regulations for the R5 Uptown Zoning District. The Council's concerns centered on issues such as density, building height, setbacks, and lot coverage. Below is a timeline of key events:

- June 11, 2024: City Council formally recommended that the Planning Commission review the R5 Uptown zoning regulations.
- September 9, 2024: City Council directed the Planning Commission to finalize proposed amendments to the R5 District and set a public hearing date no later than November 4, 2024.
- November 4, 2024: The Planning Commission held a public hearing on amendments to the R5 District and approved a motion recommending proposed Ordinance 607.
- November 12, 2024: City Council reviewed the Planning Commission's recommendation for Ordinance 607. Based on City Council's feedback, staff were instructed to revise the proposed ordinance to include requested updates.

### Recommendation

Conduct a public hearing and consider adoption of Ordinance 607 as presented.

Prepared by: Michael Caruso, Community Development Manager

Approved by: Gretchen Gomolka, City Manager

Attachments: 1. R5 Zoning Amendments (Redlined Version)  
2. Ordinance 607

# R-5 Uptown Multiple-Family

1 Purpose and Introduction

2 Definitions

3 Zoning Districts

4 Use Standards

5 Site Standards

6 Development Procedures

7 Admin and Enforcement

## A. INTENT

The R-5 multiple-family residential medium-to-high density district is intended to provide for residential units in a variety of styles and types within walking distance (five- to ten-minute walk) of downtown and adjacent to the downtown business district. The R-5 district is a unique area of the city. It is located north of downtown, east and west of N. Second Street, and is primarily surrounded by industrial and commercial uses. A portion of the district fronts on the Millpond. It is intended to be transitional between areas of dissimilar land use and the downtown. It also is intended to implement the High Density Mixed Residential category on the City's Future Land Use Map.

This district is divided into two sub-districts: Uptown North and Uptown South. Uptown North is envisioned with larger-scale multiple-family development projects on larger lots. Typical building types include large apartment buildings and townhouses. Uptown South is envisioned with small-scale, multiple-family structures on smaller lots, including redeveloping one or two lots of record that meet the dimensional requirements for the desired building type. Typical building types include townhouses, courtyard apartments, fourplexes, and similar types.

For Uptown South, a typical building of one to ~~three~~ **two** stories is envisioned. For Uptown North, up to ~~four~~ **three** stories may be permitted. ~~if certain standards are met and the development is compatible with the surrounding neighborhood.~~ The neighborhood in the R-5 district should be walkable, and tree-lined streets should encourage pedestrian linkages to downtown.

Development in this district should be designed to preserve and enhance existing topographic and landscape features and to avoid adverse environmental, economic and visual effects on adjoining or nearby residences and their neighborhoods. Building materials

should be high quality, and building frontages will typically be varied.

A further purpose of this district is to support downtown by providing nearby housing, assure the orderly development of the public road network, and to create and/or preserve the appealing intimate scale of the traditional small town community.



## B User Note: For uses listed in bold blue, refer to Article 4, or click on use, for use-specific standards

### B. PRINCIPAL PERMITTED USES

1. **Multiple-family dwellings** of ~~four or more~~ **three** individual units §98-4.6
2. **Home occupations** §98-4.1
3. **Special care residential facilities** §98-4.8
4. In Uptown North, detached single-family ~~and two-family~~ residential constructed prior to June 1, 2018.
5. In Uptown South, detached single-family ~~and two-family residential~~ residential
6. **Two-family residential**
7. **Accessory buildings and uses customarily incidental to the above-permitted uses** §98-5.16

### C. SPECIAL LAND USES

1. **Wireless communication facilities** and services §98-4.35



## D. ALLOWED BUILDING TYPES

Because of the importance of establishing proper pedestrian-oriented form and meeting the intent of this district, lot dimension and area requirements are established based on building type and subarea.<sup>1</sup> A lot must meet the minimum dimensions and area specified below to qualify for the allowed Building Type.

Table 98-3.7.1.E Allowable Building Types				
Uptown North	Minimum Lot Width	Maximum Lot Width	Minimum Lot Area	Additional Standards
Neighborhood Courtyard	100 feet	NA	10,000 sq. ft.	
Multiplex	60 feet	NA	7,200 sq. ft.	
Townhouse	<del>150 feet</del> 90 feet <sup>3</sup>	NA	<del>1 acre</del> 11,000 sq. ft.	§98-3.47
Uptown South				
Townhouse	<del>72</del> 90 feet <sup>3</sup>	200 feet	<del>7,200</del> 11,000 sq. ft.	§98-3.47
Neighborhood Courtyard	100 feet	200 feet	10,000 sq. ft.	§98-3.47
Multiplex	60 feet <sup>4</sup>	200 feet	<del>6,000</del> 7200 sq. ft.	§98-3.47

### Notes to Table

- For single- and two- family homes, the requirements of [Section 98-3.4.D](#) shall apply; provided that no new enclosed addition shall decrease the existing street-facing yard setback.
- Any lot in the R-5 district shall be at least 100' wide in Uptown North and 60' in Uptown South. Certain Building Types require greater lot widths (see above and [§98-3.47](#)).
- There shall be at least ~~4~~ 3 townhouse units in a single run, providing a total combined building width of at least ~~72~~ 60' (four ~~three~~ 18 20-foot wide units min.) See Section [98-3.47.A](#).
- Two multiplex structures may be built on single lot provided there is 20' of green space between structures.
- The maximum number of stories allowed for all building types are 3 in Uptown North and 2 in Uptown South.

**Minimum lot depth** for all building types: 100 feet

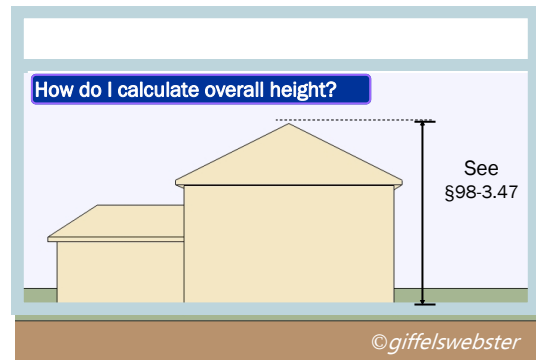
**Setbacks** See Building Types [§98-3.47](#)

**Building Height** See Building Types [§98-3.47](#)

**Lot Coverage** Maximum lot coverage: See Building Types [§98-3.47](#)

**Notes to Development Standards:**  
[Section 98-3.32.B.2, 4, 10, 11, 12, 14, 15, 16](#)

(Amended by Ord. No. 582, Pt. 4, 8-2-2018)



The above drawing is not to scale.

## SELECTED REFERENCES

### 98-3. Zoning Districts

- [Planned Unit Development](#) §98-3.22
- [Multiple-Family Residential District](#) §98-3.35
- [Building Types \(R-5\)](#) §98-3.47
- [Frontage Types](#) §98-3.48

### 98-4. Use Standards

- [Multiple Family Units ...](#) §98-4.6
- [Temporary or Garage Dwellings](#) §98-4.37
- [Domestic Employees Dwellings](#) §98-4.39
- [Removal of Soil, Sand...](#) §98-4.40
- [Disposal and Dumping...](#) §98-4.41

### 98-5. Site Standards

- [Refuse Containers](#) §98-5.1
- [Refuse Disposal](#) §98-5.2
- [Stormwater Management Systems](#) §98-5.3
- [Exterior Lighting](#) §98-5.4
- [Traffic Study Requirements](#) §98-5.5
- [Off-Street Parking and Loading Regulations](#) §98-5.6
- [Landscaping Regulations](#) §98-5.7
- [Slope](#) §98-5.9
- [Front Yard Restriction](#) §98-5.10
- [Fences](#) §98-5.11
- [Principal buildings](#) §98-5.12

### 98-5. Site Standards (Continued)

- [Open Storage of Obnoxious Matter](#) §98-5.13
- [Public Improvements](#) §98-5.14
- [Regulated Wetlands and...](#) §98-5.15
- [Accessory Buildings and Uses](#) §98-5.16

### 98-6. Development Procedures

- [Site Plan Review](#) §98-6.1
- [Special Land Use Approval](#) §98-6.2

1 Purpose and Introduction

2 Definitions

3 Zoning Districts

4 Use Standards

5 Site Standards

6 Development Procedures

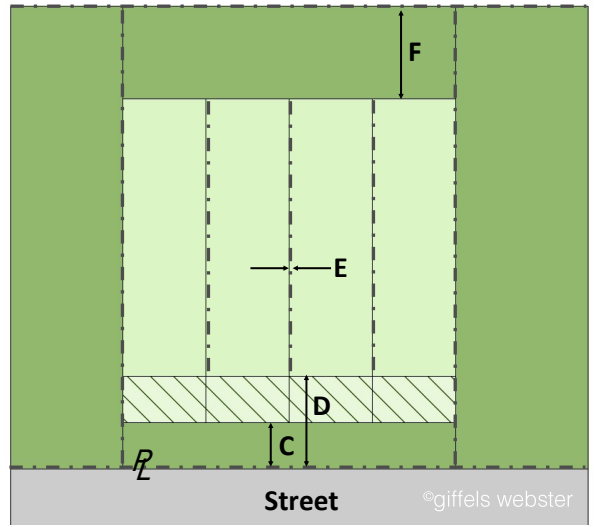
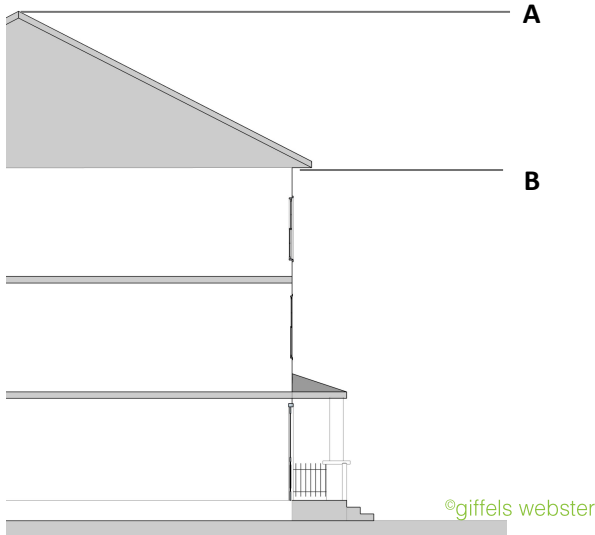
7 Admin and Enforcement



**98-3.47 BUILDING TYPES (R5)**

**A. Townhomes**

1. Description. The townhouse building type consists of structures with ~~four~~ **three** or more attached units placed side by side. Private open space is typically provided in the rear yard, but may also be available in a side yard for some units. These units are also referred to as row houses.



**2. Building Form**

<b>a. Principal Building Height Overall</b>		
Height	<del>Uptown North 48'</del> <b>Uptown South 35'</b> max.	<b>A</b>
Frontage Height	<del>Uptown North 36'</del> <b>34'</b> max.	<b>B</b>
<b>b. Accessory Building Height</b>		
Overall Height	<del>24'</del> <b>22'</b> max.	<b>A</b>
Frontage Height	<del>14'</del> <b>10'</b> max.	<b>B</b>
<b>c. Setbacks</b>		
i. Front Yard and Street-facing Side Yard, Minimum <sup>3 1</sup>	10'	<b>C</b>
ii. Front Yard and Street-facing Side Yard, Maximum <sup>4 2</sup>	20'	<b>D</b>
iii. Interior Side Yard, Minimum <sup>5 3</sup>	<del>5'</del> <b>One side 5' - total of two sides 16'</b>	<b>E</b>
iv. Interior Side Yard, Maximum	30'	<b>E</b>
v. Rear Yard, Minimum	20'	<b>F</b>

<sup>1</sup> ~~In the Uptown North and South subareas, the maximum Overall Height shall be 48' and the maximum Frontage Height shall be 36'. In the Uptown North Subarea, the Overall Building Height shall be increased to 60' max. and Frontage Height shall be 48' max. if the conditions in Section 98-3.47.D.4, Additional Building Height, are met.~~

<sup>2</sup> ~~If a flat roof is proposed, the maximum Frontage Height for a principal structure shall be 36' and may be increased up to 39.5' to accommodate a 3.5' parapet wall.~~

<sup>3</sup> A projecting porch, stoop, lightwell area, or similar allowed front facade feature may extend from the facade to a line no closer than 5' from the street-facing lot line.

<sup>4</sup> In the Uptown North subarea, the maximum setback shall not apply if the unit is on a parcel that exceeds 200' in depth.

<sup>5</sup> Shall be 10' minimum for an end unit if adjacent to any district other than R-5, **and 20' minimum in Uptown North when adjacent to a parcel in the Uptown South.**

Building Envelope    Min. / Max. Setback Area

**d. Building Dimensions**

- Unit Width Min./Max. ~~18'~~ **20'**/40'
- Maximum Building Dimension for longest side (e.g., this will permit 6 units at 30' wide each) ~~or 8 units at 22')~~ 180'

**3. Intensity and Density**

**a. Building Intensity**

- Lot Coverage 60% ~~50%~~ max.
- Minimum / Maximum Units per Run ~~4 / 8~~ **3 / 6**
- Minimum Green Space Between Building Runs 18'

~~<sup>6</sup> The maximum run in the Uptown North subarea shall be 10-8 units, provided the maximum 180' building length is not exceeded.~~

**4. Building Floor Heights**

Building floor to ceiling heights shall meet the following minimum dimensions.

- Ground Floor: 10 feet
- Upper Floors: 9 feet
- Overall Height: See Section 98-3.47.A.2.a.-b.

Attic space may be developed to include occupied floor area as a half story provided all other regulations of this chapter are met.

- 1** Purpose and Introduction
- 2** Definitions
- 3** Zoning Districts
- 4** Use Standards
- 5** Site Standards
- 6** Development Procedures
- 7** Admin and Enforcement



**5. Façade Composition Requirements**

a. Allowed Roof Types

~~i. Flat~~ ~~Cornice expression line at roofline is required.~~

ii. Pitched (sloped)

b. Transparency of façade glazing

i. Upper Floors  
 Building facades facing streets shall contain a minimum of 10 percent clear glass<sup>3</sup> between the floor elevation of the second story and the bottom of the cornice expression line or bottom of eave. Windows shall be square or vertically proportioned.

ii. Ground Floor  
 Building facades facing streets shall contain a minimum of 10 percent clear glass<sup>3</sup> between the finish ground floor elevation and the top of the ground floor.

iii. All Floors  
 All non-street facing facades shall have at least 5 percent glass per floor.

**6. Other Standards**

a. Parking

- i. Parking spaces may be enclosed, covered or open.
- ii. Parking shall not be permitted in a front yard or any other street-facing yard.
- iii. Garages shall be freestanding, attached or tuck-under.
- iv. The above parking regulations may be modified by the body approving the site plan upon a finding that the spirit and intent of this district is maintained and unique circumstances exist that warrant consideration of alternative parking regulations.

See also **Section 98-5.7.**

b. Pedestrian Access

Each unit shall have an individual entry facing the front lot line.

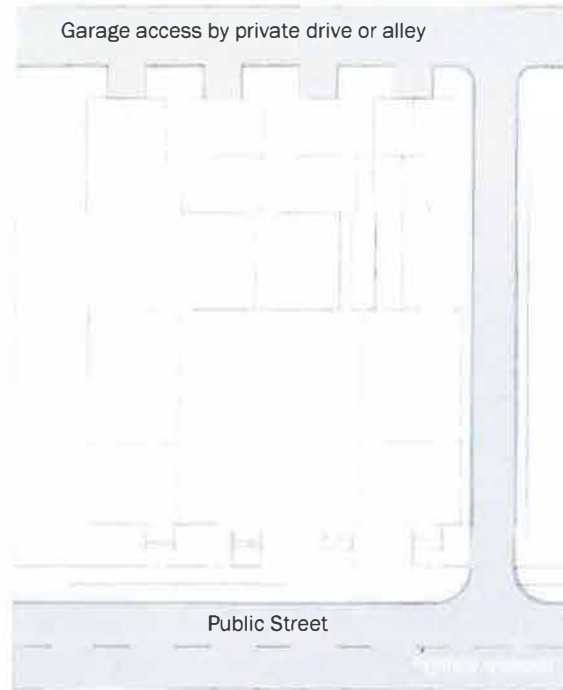
c. Conflicts

Whenever there is a conflict between standards in this Section 98-3.47.A. and other provisions of this Ordinance, this Section shall control.

d. Building Materials and Appearance

See **Section 98-4.6.C.2** for more information.

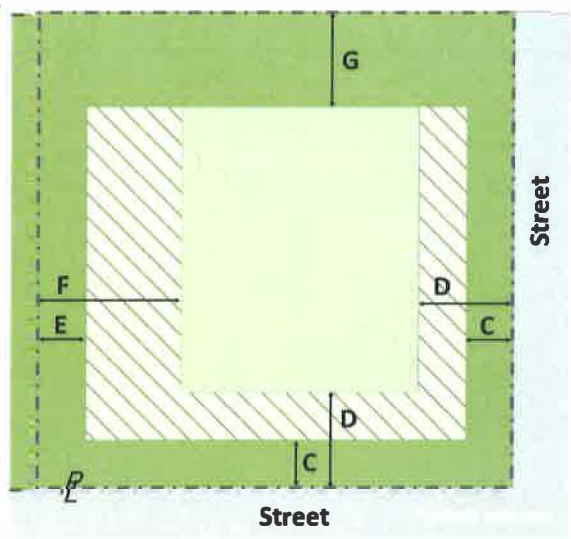
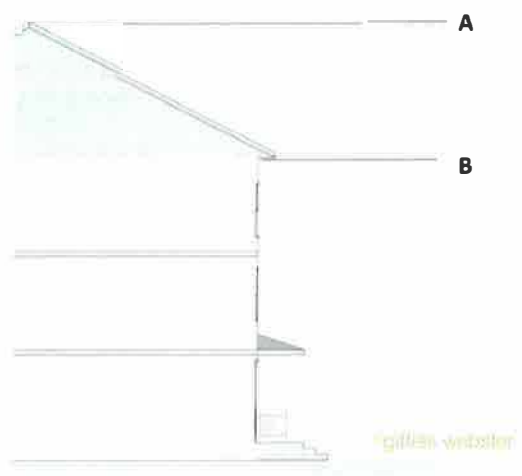
Concept Sketch showing Townhouse Development (for illustrative purposes)



(Amended by Ord. No. 582, Pt. 2, 8-2-2018)

### B. Neighborhood Courtyard

1. Description. The neighborhood courtyard apartment building consists of structures that contain multiple attached and stacked units. The units have access to a courtyard or series of courtyards. Each unit may have its own individual entry or up to three units may share a common entry. Neighborhood courtyard apartments are modest in scale, ~~at up to three two-stories in height~~, and they mix well in neighborhoods with other similar medium-density building types such as fourplexes, sixplexes, and townhouse buildings.



Building Envelope (solid green) Min. / Max. Setback Area (hatched green)

d. Building Dimensions	
Maximum Building Dimension on Longest Side	100'

3. Intensity	
a. Lot Coverage	<del>60%</del> 50% max.
b. Min/Max. Number of Units	<del>4-8</del> 3/6

4. Open Space & Courtyard	
a. Dimensions of Courtyard	
i. Width	25 feet min.
ii. Depth	25 feet min.

b. Courtyard Relationship to Building Width  
Courtyard width shall not exceed 50% of the combined width of the building as calculated from the front of building.

c. Edge Wall Required  
A 30" to 36" high wall shall define the edge of the courtyard. The edge wall shall be located within 5 feet of the front lot line and shall be constructed of 1) brick, stone or similar material or 2) brick or stone piers, at least 24" wide and no more than 15 feet apart, connected by a black, gray or brown metal decorative fence comprised of vertical bars, with supplemental shrub or ornamental grass plantings. All walls and piers shall have a stone cap.

### 2. Building Form

a. Principal Building Height Overall		
Height	Uptown North 48' Uptown South 35' max.	A
Frontage Height	Uptown North 36' 34' max.	B
b. Accessory Building Height		
Overall Height	28' 22' max.	A
Frontage Height	16' 10' max.	B
c. Setbacks		
i. Front Yard and Street-facing Side Yard, Minimum <sup>1</sup>	10'	C
ii. Front Yard and Street-facing Side Yard, Maximum	20'	D
iii. Interior Side Yard, Minimum <sup>2</sup>	10'	E
iv. Interior Side Yard, Maximum	30'	F
v. Rear Yard, Minimum	20'	G

~~If a flat roof is proposed, the maximum Frontage Height for a principal structure is 36' and may be increased to up to 39.5' to accommodate a 3.5' parapet wall.~~

<sup>1</sup> A projecting porch, stoop or similar allowed front facade feature may extend from the facade to a line no closer than 5' from the street-facing lot line.  
<sup>2</sup> Shall be 20' minimum in Uptown North when adjacent to a parcel in the Uptown South.



**5 Façade Composition Requirements**

a. Allowed Roof Types

i. Flat ~~Cornice expression line at roofline is required.~~

ii. Pitched (sloped)

b. Transparency of façade glazing

i. Upper Floors

Building facades facing streets shall contain a minimum of 10 percent clear glass<sup>(2)</sup> between the floor elevation of the second story and the bottom of the cornice expression line or bottom of eave. Windows shall be square or vertically proportioned.

ii. Ground Floor

Building facades facing streets shall contain a minimum of 10 percent clear glass<sup>(2)</sup> between the finish ground floor elevation and the top of the ground floor.

iii. All Floors

All non-street facing facades shall have at least 5 percent glass per floor.

**6. Building Floor Heights**

Building floor to ceiling heights shall meet the following minimum dimensions.

a. Ground Floor: 10 feet

b. Upper Floors: 9 feet

c. Overall Height: See **Section 98-3.47.B.2.a.-b.**

Attic space may be developed to include occupied floor area as a half story provided all other regulations of this Chapter are met.

**7. Other Standards**

a. Parking

- i. Parking spaces may be enclosed, covered or open.
- ii. Parking shall not be permitted in a front yard or any other street-facing yard.
- iii. Garages shall be detached or tuck-under.
- iv. The above parking regulations may be modified by the body approving the site plan upon a finding that the spirit and intent of this district is maintained and unique circumstances exist that warrant consideration of alternative parking regulations.

See also **Section 98-5.7**

b. Pedestrian Access

Each unit shall have an individual entry except that up to 3 units may have a combined entry.

c. Allowed Building Frontage Types

- i. Projecting Porch **Section 98-3.48.A**
- ii. Stoop **Section 98-3.48.C**
- iii. Flex Dooryard **Section 98-3.48.E**

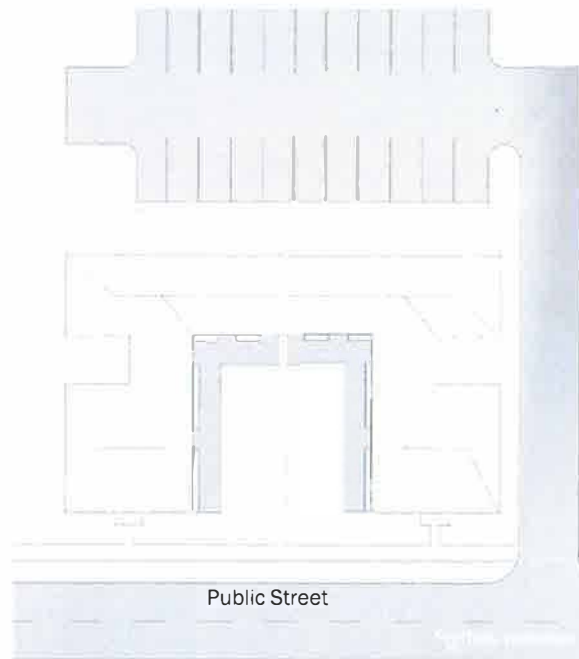
d. Conflicts

Whenever there is a conflict between standards in this Section 98-3.47.B. and other provisions of this Ordinance, this Section shall control.

e. Building Materials and Appearance

See **Section 98-4.6.C.2** for more information.

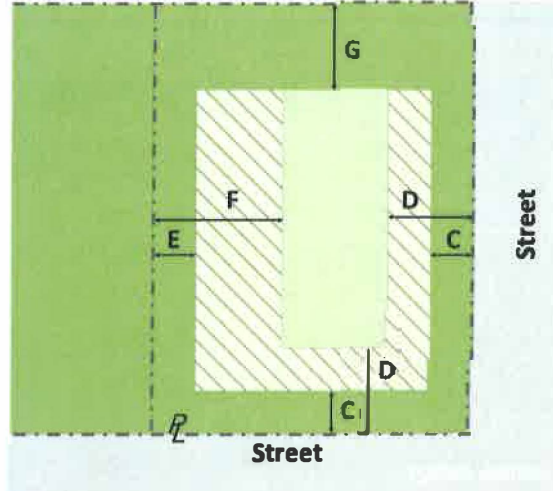
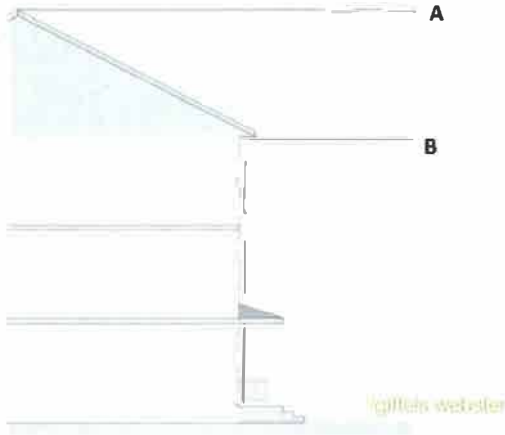
Concept Sketch showing Neighborhood Courtyard Development (for illustrative purposes)



(Amended by Ord. No. 582, Pt. 2, 8-22018)

**C. Multiplex**

1. Description. The multiplex residential building consists of a single structure that contains multiple attached side-by-side or stacked dwelling units. The units are accessed from one shared entry. This building type has the appearance of a large single family home, but contains **+3-6** dwelling units. It is a building type that is modest in scale, ~~at up to three stories in height,~~ and it mixes well in neighborhoods with other similar medium-density building types such as neighborhood courtyard developments and townhouses.



Building Envelope    Min. / Max. Setback Area

**2. Building Form**

**a. Principal Building Height Overall**

**Height** Uptown North 48' Uptown South 35' max. **A**  
**Frontage Height** Uptown North 34' max. **B**

**b. Accessory Building Height**

**Overall Height** ~~28'~~ **22'** max. **A**  
**Frontage Height** ~~16'~~ **10'** max. **B**

**c. Setbacks**

- i. Front Yard and Street-facing Side Yard, Minimum<sup>2</sup> 10' **C**
- ii. Front Yard and Street-facing Side Yard, Maximum 20' **D**
- iii. Interior Side Yard, Minimum<sup>2</sup> 10' **E**
- iv. Interior Side Yard, Maximum 30' **F**
- v. Rear Yard, Minimum 20' **G**

~~1. If a flat roof is proposed, the maximum Frontage Height for a principal structure is 36' and may be increased to up to 39.5' to accommodate a 3.5' parapet wall.~~

<sup>1</sup> A projecting porch, stoop, or similar allowed front facade feature may extend from the facade to a line no closer than 5' from the street-facing lot line.

<sup>2</sup> Shall be 20' minimum in Uptown North when adjacent to a parcel in the Uptown South.

**d. Building Dimensions**

Maximum Building Dimension on Longest Side 100'

Two multiplex structures may be built on single lot provided there is 20' of green space between structures.

**3. Intensity**

a. Lot Coverage **60%** ~~50%~~ max.

b. Min/Max. Number of Units ~~4/8~~ **3/6**

**4. Building Floor Heights**

Building floor to ceiling heights shall meet the following minimum dimensions.

a. Ground Floor: 10 feet

b. Upper Floors: 9 feet

c. Overall Height: See 98-3.47.C.2.a.-b.

Attic space may be developed to include occupied floor area as a half story provided all other regulations of this chapter are met.



**5. Façade Composition Requirements**

a. Allowed Roof Types

i. Flat ~~Cornice expression line at roofline is required.~~

ii. Pitched (sloped)

b. Transparency of façade glazing

i. Upper Floors  
 Building facades facing streets shall contain a minimum of 10 percent clear glass<sup>(2)</sup> between the floor elevation of the second story and the bottom of the cornice expression line or bottom of eave. Windows shall be square or vertically proportioned.

ii. Ground Floor  
 Building facades facing streets shall contain a minimum of 10 percent clear glass<sup>(2)</sup> between the finish ground floor elevation and the top of the ground floor.

iii. All Floors  
 All non-street facing facades shall have at least 5 percent glass per floor.

**6. Other Standards**

a. Parking

- i. Parking spaces may be enclosed, covered or open.
- ii. Parking shall not be permitted in a front yard or any other street-facing yard.
- iii. Garages shall be freestanding, attached or tuck-under.
- iv. The above parking regulations may be modified by the body approving the site plan upon a finding that the spirit and intent of this district is maintained and unique circumstances exist that warrant consideration of alternative parking regulations.

See also **Section 98-5.7.**

b. Pedestrian Access

Units are serviced by a single shared entry facing the front lot line, but some individual units may have their own entryways in a side or rear yard.

~~e. Accessory Dwelling Units--~~

~~Up to two additional dwelling units may be constructed in a detached or attached annex building or garage. These additional units shall have a design style and building materials similar to the principal multiplex.~~

d. Allowed Building Frontage

- i. Projecting Porch **Section 98-3.48.A**
- ii. Integral Porch **Section 98-3.48.B**
- iii. Stoop **Section 98-3.48.C**
- iv. Forecourt **Section 98-3.48.D**

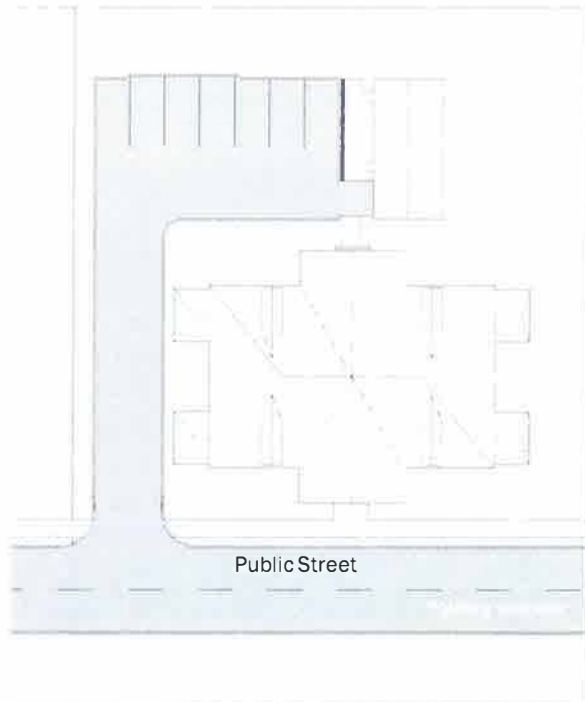
e. Conflicts

Whenever there is a conflict between standards in this Section 98-3.47.C. and other provisions of this Ordinance, this Section shall control.

f. Building Materials and Appearance

See **Section 98-4.6.C.2** for more information.

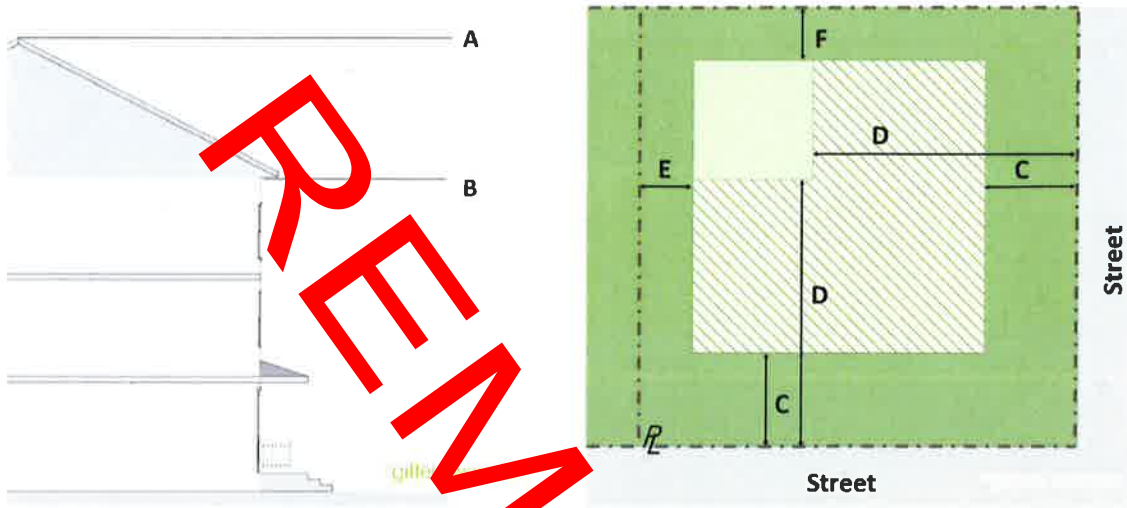
Concept Sketch showing Multiplex Development (for illustrative purposes)



(Amended by Ord. No. 582, Pt. 2, 8-2-2018)

**D. Apartment**

1. Description. The Apartment building consists of a single structure or a series of structures that each contain multiple attached side-by-side or stacked units, with a minimum of six units. The units are accessed from one shared entry per building, and may have one or more secondary shared access locations. Although this building type may be large in scale, the exterior facade is divided into smaller pieces to minimize the appearance of the massing. It is limited to three-stories in height, but may have four stories if certain conditions are met. Apartments may be constructed in a courtyard style.



**2. Building Form**

a. Principal Building Height <sup>1</sup>		
Overall Height	48' max.	<b>A</b>
Frontage Height	36' max. <sup>2</sup>	<b>B</b>
b. Accessory Building Height		
Overall Height	32' max.	<b>A</b>
Frontage Height	20' max.	<b>B</b>
c. Setbacks		
i. Front Yard and Street-facing Side Yard	35' min.	<b>C</b>
ii. Front Yard and Street-facing Side Yard	100' max.	<b>D</b>
iii. Interior Side Yard <sup>3</sup>	10' min.	<b>E</b>
iv. Rear Yard <sup>3</sup>	20' min	<b>F</b>

<sup>1</sup> The Overall Building Height shall be 60' max. and Frontage Height shall be 48' max. if the conditions in 98-3.47.D.4., Additional Building Height, are met.  
<sup>2</sup> If a flat roof is proposed, the maximum Frontage Height for a principal structure is 36' (or 48' if 4-story qualification is met). This may be increased to 39.5' and 51.5' respectively to add a parapet wall.  
<sup>3</sup> If a structure exceeds an overall height of 32 feet and abuts a single-family residential district, the yard abutting the single-family district shall be increased to equal the height of the building.

Building Envelope    Min. / Max. Setback Area

d. Building Dimensions	
i. Maximum Building Dimension on Longest Side	250'
ii. Minimum distance between Buildings	25'

3. Intensity	
Lot Coverage	60% max.

**4. Additional Provisions**

- The Overall Building Height (max.) and Frontage Height (max.) for principal structures may be increased to 60 feet and 48 feet, respectively, to permit four floors, if any two of the conditions below are met. For flat roofs, the Frontage Height may be increased to 48'.
- Structured or underground parking that accommodates at least 50 percent of the total parking demand for the development site is provided on site.
  - Open space parks, plazas, and/or boardwalk areas are provided that give access to or viewing of natural features or waterbodies.
  - A park or playground is developed that is accessible to the general public.
  - A wildlife habitat, wetland, woodland or similar environmental feature is preserved in a manner that goes beyond what would be otherwise required by a conventional development on the site.
  - A substantial off-site public benefit is provided by the applicant that would not otherwise be a part of a conventional development.



**5. Façade Composition Requirements**

a. Allowed Roof Types

- i. Flat Cornice expression line at roofline is required.
- ii. Pitched (sloped)

b. Transparency of façade glazing

- i. Upper Floors Building facades facing streets shall contain a minimum of 10 percent clear glass<sup>(3)</sup> between the floor elevation of the second story and the bottom of the cornice expression line or bottom of eave. Windows shall be square or vertically proportioned.
- ii. Ground Floor Building facades facing streets shall contain a minimum of 10 percent clear glass<sup>(3)</sup> between the finish ground floor elevation and the top of the ground floor.
- iii. All Floors All non-street facing facades shall have at least 5 percent glass per floor.

**6. Building Floor Heights**

Building floor to ceiling heights shall meet the following minimum dimensions.

- a. Ground Floor: 10 feet
- b. Upper Floors: 9 feet
- c. Overall Height: See [Section 98-3.47.D.2.a-b.](#)

**7. Parking**

Parking may be located in any yard. If it is located in a front or street-facing side yard, it shall subject to the following:

- a. Parking spaces shall be screened from view using a 30" opaque screen of brick or stone (wall), continuous hedgerow, or decorative black, grey or brown fencing with vertical bars, supplemented with landscaping.
- b. Parking lots shall be set back at least 10 feet from any lot line (5' for interior side). If along a street, 1.5" caliper min. deciduous trees shall be planted every 30 feet, on average.
- c. Whenever a parking structure is visible from a street, it shall be designed to be compatible with the residential structures it serves, with high quality facing materials such brick and stone, or an equivalent material of equal durability and aesthetics, as determined by the City Council, on at least 75 percent of the street-facing façade.
- d. Parking spaces may be enclosed, covered or open.
- e. Garages may be freestanding, attached or tuck-under.
- f. The above parking regulations may be modified by the body approving the site plan upon a finding that the spirit and intent of this district is maintained and unique circumstances exist that warrant consideration of alternative parking regulations.

See also [Section 98-5.7.](#)

**8. Other Standards**

a. Pedestrian Access

Units are serviced by single or multiple shared entry points.

b. Allowed Frontages

- i. Projecting Porch [Section 98-3.48.A](#)
- ii. Forecourt [Section 98-3.48.D](#)
- iii. Flex Dooryard [Section 98-3.48.E](#)

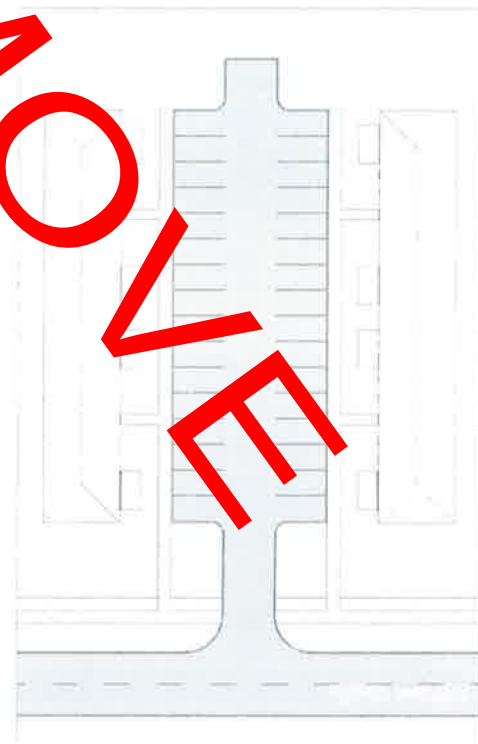
c. Conflicts

Whenever there is a conflict between standards in this Section 98-3.47.D and other provisions of this Ordinance, this Section shall control.

d. Building Materials and Appearance

See [Section 98-4.6.C.2](#) for more information.

Concept Sketch showing Apartment Development (for illustrative purposes)



(Amended by Ord. No. 582, Pt. 2, 8-2-2018; Ord. No. 590, 12-5-2019)

# 98-7.0 Administration, Appeals, and Enforcement

1 Purpose and Introduction

2 Definitions

3 Zoning Districts

4 Use Standards

5 Site Standards

6 Development Procedures

7 Admin and Enforcement

## 98-7.1 CONSTRUCTION PRIOR TO CODE

Any building or structure for which a building permit has been issued and the construction of the whole or a part of which has been started, or for which a contract or contracts have been entered into pursuant to a lawful building permit issued prior to the effective date of this Code, may be completed and used in accordance with the plans and applications on which such building permit was granted.

## 98-7.2 MOVING DWELLINGS

Any building or structure which has been wholly or partially erected on any premises located either within or outside of this City, shall not be moved to and placed upon any other premises in this City until a permit for such removal shall have been secured under **Section 98-7.6**. Any such building or structure shall fully conform to all the provisions of this Chapter, in the same manner as a new building or structure. Any such building or structure shall not be used or occupied until a certificate of occupancy, as provided in **Section 98-7.6**, shall have been endorsed on such permit. Any such certificate of occupancy shall not be endorsed on such permit until the building inspector shall have made an inspection of such building or structure and shall have found the same to be in a condition deemed safe for use and occupancy, and shall have made a written report, setting forth the facts as ascertained by such inspection, to the board of appeals.

## 98-7.3 DEDICATION OF PRIVATE PROPERTY FOR PUBLIC PURPOSE

Upon the dedication of private property for any City purpose, the dedication shall be accomplished by the execution and delivery of a warranty deed conveying marketable title in fee simple absolute. The City Council may accept a quitclaim deed or an easement in lieu of a warranty deed if the City Council determines an easement or quitclaim deed is sufficient.

## 98-7.4 VARIANCE

The Zoning Board of Appeals shall have authority to interpret this Article and may in specific cases, in accordance with Michigan law, grant a variance from the requirements of this Article provided the variance complies with Michigan law

## 98-7.5 NONCONFORMING USES AND STRUCTURES

The following provisions shall apply to nonconforming uses:

- A. The lawful use of land for storage purposes and for advertising signs and billboards which does not conform to the provisions of this Chapter shall be discontinued within five years from the date of the original approval of the City Code (July 17, 1964), and the same uses of land which become nonconforming by reason of a subsequent change in this Chapter shall also be discontinued within five years of the date of this change.
- B. Any lawful nonconforming use of a building existing at the time of the effective date of the Ordinance from which this Code was derived may be continued, except as herein prohibited or restricted, provided that the building or use thereof shall not be structurally changed, altered or enlarged unless such altered or enlarged building or use shall conform to the provisions of the Chapter for the district in which it is located or the alteration is proposed for a legal nonconforming single-family residence. The later exemption shall only apply under the conditions that the intent of the proposed alterations is the maintenance of the use of the property for a single-family residential purpose and the value of the alteration does not exceed 50 percent of its fair market value. No nonconforming use, if changed to a use permitted in the district in which it is located, shall be resumed or changed back to a nonconforming use.
- C. No building which has been damaged by fire, explosion, lightning, earthquake, tornado or any other act of God or the public enemy, to the extent of more than 50 percent of its fair market value, shall be restored except in conformity with the regulations of this Chapter.
- D. If a nonconforming use of any building or premises is discontinued or its normal operation stopped for a period of one year, the use of the same shall thereafter conform to the regulations of the district in which it is located.
- E. A nonconforming use shall not be extended or enlarged.



- F. A nonconforming structure that was erected, converted or structurally altered in violation of the provisions of the Ordinance or Code then in effect shall not be validated by the adoption of this Chapter and such violations or any violations of this Chapter may be ordered removed or corrected by the City Council or other proper officials at any time.
- G. A nonconforming use affected by **subsection C** of this Section may be petitioned to the Zoning Board of Appeals for relief of those regulations cited. A determination of whether to grant relief shall be made by the Zoning Board of Appeals following a review and recommendation by the City Planning Commission. An established site plan review procedure shall be used in this process. In making their decision, the City Planning Commission and the Zoning Board of Appeals shall consider the location of the property, the use of surrounding property, the use of the structure in its relation to the zoning district in which it is located, and any other considerations deemed relative to rendering a decision in the best interest of the City. Prior to rendering a decision, the Zoning Board of Appeals shall by mail notify all property owners within 300 feet of the petitioned property and provide for newspaper notice at least 15 days prior to conducting a public hearing on the petitioned property. Public hearings shall be conducted by the Zoning Board of Appeals prior to rendering a decision on the petitioned property.

H. **Buildings constructed after August 2, 2018, in accordance with Section 98-3.7.1 of this Chapter, are exempt from subsection C of this Section. However, such buildings may not be enlarged or altered and may only be restored in accordance with the final site plan originally approved by the City.**

**98-7.6 CERTIFICATE OF OCCUPANCY AND COMPLIANCE**

- A. No land or building hereafter erected or altered shall be occupied, used or changed in use until a certificate of occupancy and compliance shall have been issued by the department of buildings stating that the land or building or proposed use of a building or land, complies with all the building and health laws and ordinances and provisions of this Chapter.
- B. Certificates of occupancy and compliance shall be applied for coincident with the application for a building permit and shall be issued within ten days after the erection or alteration of such building or the use of land shall have been completed in conformity with the provisions of these regulations. A record of all such certificates shall be kept on file in the office of the City Clerk and copies shall be furnished to any person having proprietary or tenancy interest in the building affected. No fee shall be

charged for an original certificate applied for coincident with the application for a permit; for all other certificates, or for copies of any original certificates, there shall be a charge of \$1.00 each.

- C. No permit for the excavation for, or the alteration of, any building or for any use of land, shall be issued before application has been made for a certificate of occupancy and compliance.

**98-7.7 ENFORCEMENT**

The provisions of this Chapter shall be administered and enforced by the City Building Inspector or by an agent appointed by the City Manager.

**98-7.8 VIOLATION**

It shall be the duty of all architects, contractors, subcontractors, builders and other persons having charge of the establishment of any use of land or the erecting, altering, changing, or remodeling of any building or structure, before beginning or undertaking any such work, to see that a proper permit has been granted therefor and that such work does not conflict with and is not in violation of the terms of this Chapter. Any such architect, builder, contractor or other person doing or performing any such work of erecting, repairing, altering, changing, or remodeling without such a permit having been issued or in violation of, or in conflict with the terms of this Chapter, shall be deemed guilty of violation hereof in the same manner and to the same extent as the owner of the premises or persons for whom such buildings are erected, repaired, altered, changed or remodeled or the use of land established in violation hereof and shall be subject to the penalties herein prescribed for such violation.



CITY OF BRIGHTON  
ORDINANCE NO. 607

AN ORDINANCE OF THE CITY OF BRIGHTON, MICHIGAN; AMENDING CHAPTER 98, " ZONING" OF THE CODE OF ORDINANCE AS FOLLOWS:

THE CITY OF BRIGHTON, LIVINGSTON COUNTY, HERBY ORDAINS:

**Amend Section 98-3.7.1(A), by repealing Paragraph 3 and replace with the following language:**

For Uptown South, a typical building of one to two stories is envisioned. For Uptown North, up to three stories may be permitted. The neighborhood in the R-5 district should be walkable, and tree-lined streets should encourage pedestrian linkages to downtown.

**Amend Section 98-3.7.1(B), by repealing "Principle Permitted Uses" and replace with the following language:**

1. Multiple-family dwellings of three or more individual units §98-4.6
2. Home occupations §98-4.1
3. Special care residential facilities §98-4.8
4. In Uptown North, detached single-family residential constructed prior to June 1, 2018.
5. In Uptown South, detached single-family residential
6. Two-family residential
7. Accessory buildings and uses customarily incidental to the above-permitted uses §98-5.16

**Amend Section 98-3.7.1(D), Table 98-3.7.1E, by changing language to read as follows:**

Uptown North:

Townhouse	90 feet <sup>3</sup>	NA	11,000 sq. ft.	§98-3.47
Neighborhood Courtyard	100 feet	NA	10,000 sq. ft.	
Multiplex	60 feet	NA	7,200 sq. ft.	

Uptown South:

Townhouse	90 feet <sup>3</sup>	200 feet	11,000 sq. ft.	§98-3.47
Neighborhood Courtyard	100 feet	200 feet	10,000 sq. ft.	§98-3.47
Multiplex	60 feet <sup>4</sup>	200 feet	7,200 sq. ft.	§98-3.47

Notes to Table:

1. For single- and two- family homes, the requirements of Section 98-3.4.D shall apply; provided that no new enclosed addition shall decrease the existing street-facing yard setback.
2. Any lot in the R-5 district shall be at least 100' wide in Uptown North and 60' in Uptown South. Certain Building Types require greater lot widths. (see above and §98-3.47).
3. There shall be at least 3 townhouse units in a single run, providing a total combined building width of at least 60 feet (three 20-foot-wide units minimum). §98-3.47.A
4. Two multiplex structures may be built on single lot provided there is 20' of green space between structures.

5. The maximum number of stories allowed for all building types are 3 in Uptown North and 2 in Uptown South.

**Amend Section 98-3.47 Building Types (R5), (A) “Townhomes”, by repealing Sections 1-3 and replace with the following language:**

1. Description.

The townhouse building type consists of structures with three or more attached units placed side by side. Private open space is typically provided in the rear yard but may also be available in a side yard for some units. These units are also referred to as row houses.

2. Building Form.

- a. Principal Building Height:

Overall Height,	Uptown North 48’ max. - Uptown South 35’ max.
Frontage Height,	Uptown North 34’ max.

- b. Accessory Building Height:

Overall Height,	22’ max.
Frontage Height,	10’ max.

- c. Setbacks:

i.	Front yard and street-facing side yard minimum <sup>1</sup>	10’
ii.	Front yard and street-facing side yard maximum <sup>2</sup>	20’
iii.	Interior side yard, minimum	One side 5’ – total of two sides, 16’
iv.	Interior side yard, maximum <sup>3</sup>	30’
v.	Rear yard, minimum	20’

Remove subsections 1 - 5 and replace with the following new subsections:

1. A projecting porch, stoop, lightwell area, or similar allowed front facade feature may extend from the facade to a line no closer than 5’ from the street-facing lot line.
2. In the Uptown North subarea, the maximum setback shall not apply if the unit is on a parcel that exceeds 200’ in depth.
3. Shall be 10’ minimum for an end unit if adjacent to a district other than R-5, and 20’ minimum in Uptown North when adjacent to a parcel in Uptown South.

- d. Building Dimensions:

I	Unit Width Min. / Max.	20’ / 40’
ii.	Maximum building dimension for longest side, (e.g., this will permit 6 units at 30’).	180 feet

3. Intensity and Density:

I.	Lot coverage,	50% max.
II.	Minimum / maximum units per run,	3 / 6
III.	Minimum green space between building runs	18’

Remove Subsection 6.

**Amend Section 98-3.47 Building Types (R5), (A) “Townhomes”, change Sections 5, Subsection A, to read as follows:**

- a. Allowed Roof Types:

- i. Pitched (sloped)

**Amend Section 98-3.47 Building Types (R5), (B) “Neighborhood Courtyard”, by repealing Sections 1-3 and replace with the following language:**

1. Description.

The neighborhood courtyard apartment building consists of structures that contain multiple attached and stacked units. The units have access to a courtyard or series of courtyards. Each unit may have its own individual entry or up to three units may share a common entry. Neighborhood courtyard apartments are modest in scale, and they mix well in neighborhoods with other similar medium-density building types such as fourplexes, sixplexes, and townhouse buildings.
2. Building Form.
  - a. Principal Building Height:

Overall Height,	Uptown North 48’ max. - Uptown South 35’ max.
Frontage Height,	Uptown North 34’ max.
  - b. Accessory Building height:

Overall Height,	22’ max.
Frontage Height,	10’ max.
  - c. Setbacks:
    - i. front yard and street-facing side yard, minimum<sup>1</sup> 10’
    - ii. Front yard and street-facing side yard, maximum 20’
    - iii. Interior side yard, minimum<sup>2</sup> 10’
    - iv. Interior side yard, maximum 30’
    - v. Rear yard, minimum 20’

Remove subsections 1 - 2 and replace with the following new subsections:

    1. A projecting porch, stoop or similar allowed front facade feature may extend from the facade to a line no closer than 5’ from the street-facing lot line.
    2. Shall be 20’ minimum in Uptown North when adjacent to a parcel in the Uptown South.
  - d. Building Dimensions.

i. Maximum building dimension on longest side	100’
---	------
3. Intensity:
  - a. Lot coverage, 50% max.
  - b. Minimum / maximum number of units, 3 / 6

**Amend Section 98-3.47 Building Types (R5), (B) “Neighborhood Courtyard”, change Section 5, Subsection A, to read as follows:**

- a. Allowed Roof Types:
  - i. Pitched (sloped)

**Amend Section 98-3.47 Building Types (R5), (C) “Multiplex”, by repealing Sections 1-3 and replace with the following language:**

1. Description.

The multiplex residential building consists of a single structure that contains multiple attached side-by-side or stacked dwelling units. The units are accessed from one shared entry. This building type has the appearance of a large single-family home but contains

3-6 dwelling units. It is a building type that is modest in scale, and it mixes well in neighborhoods with other similar medium-density building types such as neighborhood courtyard developments and townhouses.

- 2. Building Form.
  - a. Principal Building Height:

Overall Height,	Uptown North 48' max. - Uptown South 35' max.
Frontage Height,	Uptown North 34' max.
  - b. Accessory Building height:

Overall Height,	22' max.
Frontage Height,	10' max.
  - c. Setbacks:
    - i. front yard and street-facing side yard, minimum <sup>1</sup> 10'
    - ii. Front yard and street-facing side yard, maximum 20'
    - iii. Interior side yard, minimum <sup>2</sup> 10'
    - iv. Interior side yard, maximum 30'
    - v. Rear yard, minimum 20'

Remove subsections 1 - 2 and replace with the following new subsections:

    - 1. A projecting porch, stoop or similar allowed front facade feature may extend from the facade to a line no closer than 5' from the street-facing lot line.
    - 2. Shall be 20' minimum in Uptown North when adjacent to a parcel in the Uptown South.
  - d. Building Dimensions.

i. Maximum building dimension on longest side	100'
---	------
- 3. Intensity:

a. Lot coverage,	50% max.
b. Minimum / maximum number of units,	3 / 6

**Amend Section 98-3.47 Building Types (R5), (B) "Multiplex", change Section 5, Subsection A, to read as follows:**

- a. Allowed Roof Types:
  - i. Pitched (sloped)

**Amend Section 98-3.47 Building Types (R5), (B) "Multiplex", Section 6, as follows:**

Repeal Subsection C, "Accessory Dwelling Units."

**Amend Section 98-3.47 Building Types (R5), (D) "Apartment", as follows:**

Repeal this Section.

**Amend Section 98-7.5 "Nonconforming Uses and Structures", to include a new Subsection H, to read follows:**

- H. Buildings constructed after August 2, 2018, in accordance with Section 98-3.7.1 of this Chapter, are exempt from **subsection C** of this Section. However, such buildings may not be enlarged or altered and may only be restored in accordance with the final site plan originally approved by the City.

**Effective Date:**

This ordinance shall take effect fifteen (15) days after enactment, and after publication as provided by law and the Charter.

YEAS: Council Member(s) \_\_\_\_\_

NAYS: Council Member(s) \_\_\_\_\_

ABSTAIN: Council Member(s) \_\_\_\_\_

ABSENT: Council Member(s) \_\_\_\_\_

CERTIFICATION

As the City Clerk of City of Brighton, Livingston County, Michigan, I certify this is a true and complete copy of an ordinance adopted by the City of Brighton Council at a regular meeting held on \_\_\_\_\_, 2024.

\_\_\_\_\_  
Tara Brown

\_\_\_\_\_  
City Clerk

First Reading:

Brief Publication:

Second Reading:

Public Hearing:

Adoption:

Full Publication:



# City of Brighton

## REPORT FROM THE CITY MANAGER TO CITY COUNCIL

January 14, 2025

**SUBJECT:** CONSIDER APPROVAL OF THE PURCHASE OF A NEW FLYGT SLUDGE MIXER FROM KENNEDY INDUSTRIES AT A COST NOT TO EXCEED \$53,415.00

### **BACKGROUND**

The Sludge Storage Tank, also known as the Biosolids Storage Tank, located at the Wastewater Treatment Plant (WWTP) has a capacity to store 1,400,000 gallons of biosolids. There are six sludge mixers in the tank that work in conjunction with a coarse bubble aeration system to mix the tank so the material composition is uniform and can be pumped into trucks at the sludge loading station.

### **ADMINISTRATIVE SUMMARY**

Wastewater Staff removed the sludge mixer from the storage tank and delivered it to Kennedy Industries in Wixom, Michigan. This is one of the mixers that was originally installed in 1988. After disassembly and evaluation, Kennedy Industries determined that some of the major components within the mixer were beyond repair and are no longer available to be purchased.

Kennedy Industries recommends replacing the mixer with a new Flygt mixer that will fit the existing mounting and lifting system. In 2023 we purchased and installed a new Flygt mixer that is currently in service. Kennedy Industries is the sole representative of Flygt brand equipment in the State of Michigan.

### **BUDGET INFORMATION**

City Council approved \$60,000 in the 2024/2025 CIP Budget for the purpose of rebuilding sludge mixers at the Wastewater Treatment Plant.

### **RECOMMENDATION**

Approval of the purchase for a new replacement Flygt Sludge Mixer from Kennedy Industries for a cost of \$53,415.00

Prepared by: Corey Brooks, Deputy DPS Director

Reviewed by: Elizabeth Gaines, Finance Director

- Within Budget
- Budget Amendment Necessary and In Proper Form
- Other \_\_\_\_\_

Reviewed &

Approved by: Gretchen Gomolka, City Manager

Attachment: Quote from Kennedy Industries



PUMPING-REPAIR  
FLOW CONTROL  
PROCESS  
AUTOMATION



QUOTATION		
DATE	NUMBER	PAGE
12/4/2024	0061008	1 of 1

B BRI150  
I  
L CITY OF BRIGHTON WWTP  
L INVOICES@BRIGHTONCITY.ORG  
T 200 N. FIRST STREET  
O BRIGHTON, MI 48116

Accepted By: \_\_\_\_\_  
Date: \_\_\_\_\_  
PO#: \_\_\_\_\_  
Ship To: \_\_\_\_\_

ATTENTION:  
COREY BROOKS                      810-227-9479                      brooksc@brightoncity.org

WE ARE PLEASED TO PROPOSE THE FOLLOWING FOR YOUR CONSIDERATION:

CUSTOMER REF/PO#	JOB TITLE	SLP	SHIPPING TYPE
QUOTE	SLUDGE TANK, REPLACEMENT FLYGT MIXER, WASTE WATER	TJC/KNF	FREIGHT ALLOWED
QTY	DESCRIPTION		

(1) FLYGT EXPLOSION PROOF, SUBMERSIBLE 304SS MIXER, MODEL 4670.492-167705 WITH 316SS PROPELLER. RATED FOR 20 HP, 3 PHASE, 460 VOLT WITH 50 FT. MOTOR CABLE.

(1) FLYGT MINI-CAS FAIL/HIGH TEMP MONITORING RELAY - TO BE MOUNTED IN EXISTING PANEL.

NET PRICE INCLUDING FREIGHT, BUT NO TAXES: --- \$53,415.00  
\*\*\*\*\*  
DELIVERY: APPROXIMATELY 14-18 WEEKS AFTER RECEIPT OF ORDER.

WE DO NOT INCLUDE: INSTALLATION, SITE WORK, CONCRETE, ANCHOR BOLTS, PIPING, VALVES, COVER, STARTERS, CONTROLS, CONDUIT, WIRING, JUNCTION BOXES OR START-UP UNLESS LISTED ABOVE.

PRICING AND LEAD TIME ARE BASED ON CURRENT MARKET PRICE AND AVAILABILITY AND ARE SUBJECT TO CHANGE. PLEASE NOTE QUOTE IS VALID FOR 30 DAYS.

WE APPRECIATE THIS OPPORTUNITY TO QUOTE AND LOOK FORWARD TO BEING OF FUTURE SERVICE.

SINCERELY - KAILEE FINE

This quote is subject to and incorporates by reference Kennedy Industries, Inc.'s ("Kennedy") Terms & Conditions (Rev'd 6/2023) and Customer Warranty available at www.kennedyind.com which will be provided by email upon written request. Kennedy reserves the right to change the Terms & Conditions and Customer Warranty for future orders. By accepting this quote and/or issuing a purchase order relative to this quote, buyer expressly agrees to the provisions set forth in the Terms & Conditions and Customer Warranty posted on Kennedy's website.

**QUOTE VALID FOR 30 DAYS. CREDIT CARD PAYMENTS ARE SUBJECT TO AN ADDITIONAL 3% CHARGE NO TAXES OF ANY KIND ARE INCLUDED IN THIS PROPOSAL. PAYMENT TERMS: NET 30**