



**CITY OF LINDEN**

**CITY COUNCIL MEETING AGENDA**

**LOCATION: LOOSE SENIOR CENTER, 707 NORTH BRIDGE STREET, LINDEN, MI 48451**

Monday, March 23, 2026

6:30 P.M.

**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE**

**III. ROLL CALL & INTRODUCTIONS**  
(A) Excuse Absent Member(s)

**IV. SPECIAL PRESENTATIONS**

**V. PUBLIC HEARINGS**

**VI. CORRESPONDENCE**  
(A) Letter Received – MTA Millage Proposal  
(B) Letter Received – Law Day Proclamation

**VII. PUBLIC COMMENT**  
Any person wishing to address the City Council during a meeting will get 3 minutes under Public Comment. When the Public Comment is approached on the Agenda, individuals wishing to speak will be called upon utilizing the filled-out comment forms. Remarks should be addressed to the presiding officer and is not time for debate, but for questions or comments for Council and/or Staff. Questions will be answered if the information is readily available. If answers are not available during the meeting, Council or Staff will contact the individual within 48 hours and respond to the questions within 10 days or when the information becomes available.

**VIII. CONSENT AGENDA**  
The following item(s) are considered routine and will be enacted by one motion. No separate discussion will occur unless a Council Member or citizen requests such discussion, in which event the item(s) will be removed from the Consent Agenda and considered in the normal sequence of business.

- (A) City Council Meeting Minutes from March 9, 2026
- (B) Application to Use Public Property: Sunset Corals Classic Car Cruise-In: Thursday, May-October
- (C) Financial Reports

**IX. UNFINISHED BUSINESS**

**X. NEW BUSINESS**  
(A) Ordinance No. 425 Amending Section 154.064 of Zoning Ordinance: Home Occupations  
(B) Revised Draft of Proposed Zoning Amendments (Referral to Planning Commission)

**XI. MANAGER'S UPDATE**

**XII. CITY ATTORNEY'S UPDATE**

**XIII. DEPARTMENT REPORTS**  
(A) Police Department  
(B) Code Enforcement  
(C) Fire Department  
(D) Department of Public Works  
(E) Loose Center Senior Services Department

**XIV. COUNCIL COMMENTS & REPORTS**

**XV. CLOSED SESSION**

**XVI. ADJOURNMENT**

# MICHAEL T. JOLIAT & ASSOCIATES, PLC

## ATTORNEY AT LAW

8517 JOSEPH STREET, GRAND BLANC, MI. 48439

(810) 241-7800

MICHAELT.JOLIAT@GMAIL.COM

March 10, 2026

**HAND DELIVERED**

Domonique Clemons  
Genesee County Clerk - Election Division  
324 S Saginaw Street  
Flint, MI 49502

GENESEE CO. ROD RCD  
MAR 10 2026 PM 3:36

Re: August 6, 2026 Election Date  
Mass Transportation Authority Millage Proposal

Dear Mr. Clemons


February 26, 2026 the Mass Transportation Authority Board of Directors adopted Resolution #26-19 calling for an election on a County-wide Mass Transportation Authority Millage Renewal/Replacement Proposal on August 6, 2026. A certified copy of the resolution is attached. The Ballot Proposal contains the language required by MCL 211.24f (1) and was submitted to Equalization Director Mellissa Hayduk and Attorney Brian D. MacMillan for review prior to the MTA board Meeting.

A copy of this letter, the Resolution calling for the election on the Millage Renewal/Replacement Proposal and certifying the question to the County Clerk and the Board of Election Commissioners of Genesee County, and the Replacement Millage Ballot Proposal Language are being mailed to all of the City, Township and Village Clerks in Genesee County today.

Please contact me with any questions.

Very truly yours,

Michael T. Joliat & Associates, PLC

  
Michael T. Joliat  
Direct dial (810) 241-7800

Attachment

cc: Mellissa Hayduk  
Brian D. MacMillan

**RESOLUTION CALLING FOR AN ELECTION ON THE  
MASS TRANSPORTATION AUTHORITY  
MILLAGE RENEWAL PROPOSAL**

**WHEREAS**, on August 6, 2024 Genesee County voters authorized the Mass Transportation Authority to levy a millage of 1.225 mills to support mass transportation services including demand response (“Your Ride”) and related services for the elderly, persons with disabilities, the disadvantaged and other members of the public throughout Genesee County; (This millage has been reduced by the required rollback to 1.2158 mills); and

**WHEREAS**, the Governing Committee of the Mass Transportation Authority, (the “Board”) has determined that there is a continuing need for additional local tax revenue to fund the transportation services provided for in the MTA Strategic Plan for Public Transportation in the Genesee County service area; and

**NOW, THEREFORE, BE IT RESOLVED** by this Board, the Governing Committee of the Mass Transportation Authority, that the Millage Proposal on attached Exhibit A, shall be submitted to a vote of the electorate of Genesee County at the August 6, 2026 Primary Election.

**BE IT FURTHER RESOLVED** that the General Manager is authorized to take the action necessary to have the Mass Transportation Authority Millage proposal submitted to the electorate of Genesee County as provided for in 1963 PA 55.

**BE IT FURTHER RESOLVED** that the preceding question hereby is certified to the County Clerk and to the Board of Election Commissioners of Genesee County.

**BE IT FURTHER RESOLVED** the County Clerk hereby is requested to seek approval by the County Election Scheduling Committee of the previously mentioned proposed election date, which proposed date hereby is submitted to said Committee through the County Clerk.

**BE IT FURTHER RESOLVED** that notice of the aforesaid election and of registration therefor shall be given, the ballots therefor shall be prepared, said election shall be conducted and the results thereof shall be canvassed and certified, all as required by law, by the County Clerk, the Board of County Canvassers and other election officials.

**BE IT FURTHER RESOLVED** that the General Manager is authorized to approve, on behalf of this Board, changes in the precise wording of either the caption or the principal text of the above ballot proposal as long as the proposal is substantially unchanged for each of the years 2026 2030, and otherwise substantially conforms to the proposal as worded on the attached Exhibit A.

**BE IT FURTHER RESOLVED** that if this proposal is approved, the Mass Transportation Authority would no longer levy the previously approved millage.

**CERTIFICATION**

The undersigned duly qualified and acting Secretary of the Mass Transportation Authority certifies that the foregoing is a true and correct copy of the resolution adopted at a legally convened meeting of the Mass Transportation Authority Board held on February 26, 2026.

A handwritten signature in black ink, appearing to be 'Nate Henry', written over a horizontal line.

February 26, 2026

**Nate Henry, MTA Recording Secretary**

## **EXHIBIT A**

### **MASS TRANSPORTATION AUTHORITY MILLAGE RENEWAL PROPOSAL**

Shall the current Mass Transportation Authority Millage, set to expire in 2029, which has been reduced to 1.2158 mills pursuant to MCL 211.34d, be replaced increased to the amount of 1.700 mills (\$1.70 per \$1,000 of taxable valuation) upon the taxable valuation of property within Genesee County, as finally equalized, for a period of five years from 2026 2030 inclusive for the purpose of providing mass transportation services including demand response (“Your Ride”) and other related services for the elderly, persons with disabilities, the disadvantaged and other members of the public throughout Genesee County.

The estimated revenue that will be collected in the first year this millage replacement and increase is authorized and levied is \$ 22,947,826. If this proposal is approved the Mass Transportation Authority would no longer levy the previously approved millage.

In Genesee County there are local authorities that capture and use for authorized purposes tax increment financing revenues collected from property taxes levied by the Authority. Such captured revenue would include a portion of the proposed millage levy. The total amount of captured tax increment revenues from the proposed millage levy in the first calendar year is estimated to be \$823,444.

The following such local authorities are expected to capture and receive disbursement of a portion of the County’s property tax levy:

City of Clio Corridor Improvement Authority (“CIA”), Downtown Development Authority (“DDA”), and Neighborhood Improvement Authority (“NIA”); City of Davison DDA and Local Development Finance Authority (“LDFA”); City of Fenton DDA and LDFA; City of Grand Blanc DDA; City of Linden DDA; City of Montrose DDA; City of Swartz Creek DDA; Genesee County Brownfield Redevelopment Authority and Land Bank Authority; Davison Township DDA; Flint Township DDA, Beecher Road CIA, and Bristol Road CIA; Grand Blanc Township DDA; Mt. Morris Township Business Development Authority (“BDA”); Mundy Township DDA and Hill Road CIA; Vienna Township BDA; Village of Lennon DDA; Village of Otisville DDA; and Village of Otter Lake DDA.

Other such local authorities could be created in the future.



315 E. COURT STREET, FLINT, MI 48502  
PHONE (810) 232-6000  
FAX (810) 232-8310  
WWW.GCBALAW.ORG

Executive Director  
Tatilia Y. Burroughs

March 9, 2026

Hon. Elizabeth Armstrong, Mayor  
City of Linden  
132 East Broad Street  
P.O. Box 507  
Linden, MI 48451



Dear Elected Official,

Each year on May 1<sup>st</sup> bar associations across the country celebrate Law Day, a day dedicated to educating the community about the rule of law and its importance in preserving our freedoms. Along with the courts, schools, and other community organizations, we are asking for your participation by adopting a proclamation in support of Law Day. Your involvement helps raise awareness of Law Day and the values it promotes. This year's Law Day theme is "*Rule of Law and the American Dream*." For your convenience, a proclamation is enclosed. If you would like an electronic copy, please email [tyb@gcbalaw.org](mailto:tyb@gcbalaw.org). You are also welcome to develop your own proclamation if you prefer.

If you adopt a proclamation, please notify the Genesee County Bar Association so that proper recognition may be given during our Law Day celebrations. The deadline to receive proclamations is April 24, 2026.

If you have any questions regarding this, please contact me at (810) 232-6000 ext. 101.

Sincerely,

Tatilia Y. Burroughs, Executive Director  
Genesee County Bar Association

Enclosure



**2026 LAW DAY PROCLAMATION**  
**"Rule of Law and the American Dream"**

**WHEREAS:** Law Day is a day of public acknowledgment of our Nation's and State's heritage of justice, liberty and equality under the law, and May 1<sup>st</sup> has been declared "Law Day" by the United States Congress; and

**WHEREAS:** The American Bar Association has declared the theme for Law Day 2026 as "Rule of Law and the American Dream"; and

**WHEREAS:** The Declaration of Independence states that all individuals are endowed with certain unalienable rights and chief among them are life, liberty and the pursuit of happiness;

**WHEREAS:** The Rule of Law, as defined by the World Justice Project, refers to a system of self-government in which the government and all individuals are held accountable to a set of fair, publicized, and broadly understood laws that are evenly enforced;

**WHEREAS:** The Rule of Law protects the rights necessary for each person to pursue their own happiness – their own vision of "the American Dream" – the belief that hard work can produce a better life;

**WHEREAS:** Today, as the Rule of Law and the American Dream face significant challenges, their enduring strength and vitality are enhanced by public education and understanding about our rights and responsibilities;

**WHEREAS:** The American Dream of individual and national prosperity is both dependent upon and critical to political liberty and social equality;

**WHEREAS:** The Rule of Law ensures that no single person or the government is above the law, and that all persons, regardless of their status, must be treated equally under the law, and that no one will be denied liberty or property without due process;

**WHEREAS:** For others, the American Dream is to become a citizen or for their children to be citizens, and, while challenged, the Rule of Law ensures that citizenship via the naturalization processes or through birthright citizenship is not arbitrarily denied;

**WHEREAS:** For many whose American Dream is to own their home, the Rule of Law promotes the protection of property rights, stable markets, certainty of contract, non-discriminatory practices, and consumer protection;

**WHEREAS:** The Rule of Law provides predictability and incentives that enable small business owners, entrepreneurs, and investors to generate sustainable economic growth and further their American Dream of economic mobility and financial independence;

**WHEREAS:** The Rule of Law protects workers and employers through clear regulations that promote fair labor, nondiscrimination, safety, and a stable job market, all of which are significant elements of the American Dream;

**NOW THEREFORE,** I \_\_\_\_\_, Mayor/Governor/City Council Chair/etc. of \_\_\_\_\_, do hereby proclaim May 1, 2026, as Law Day. I call upon the people of the City/State of \_\_\_\_\_ to acknowledge the importance of our legal and judicial systems with appropriate ceremonies and activities, and to display the flag of the United States and our city/state in support of this educational observance. I further encourage schools, businesses, media, religious institutions, civic and service organizations to join members of the bar and bench in commemorating Law Day.

**IN WITNESS WHEREOF,** I have hereunto set my hand this \_\_\_\_\_ day of \_\_\_\_\_, in the year two thousand twenty-six.

\_\_\_\_\_  
(Signature)



**CITY OF LINDEN  
CITY COUNCIL MEETING  
MONDAY, MARCH 9, 2026 AT 6:30 P.M.**

**LOCATION: LOOSE SENIOR CENTER, 707 NORTH BRIDGE STREET, LINDEN, MI 48451**

**CALL TO ORDER**

The meeting was called to order at 6:31 p.m. by Mayor Elizabeth Armstrong. The meeting was held at The Loose Senior Center located at 707 North Bridge Street, Linden, Michigan 48451.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited by all present. A Moment of Silence was observed for fallen military overseas.

**City Council Present:** Mayor Elizabeth Armstrong, Mayor Pro tem Jerry Link, Brad Dick, Tom Hicks, Pam Howd, Denise Miller

**Absent:** Brenda Simons

**Others Present:** Ellen Glass, City Manager; Kristyn Kanyak, City Clerk; Adam Young, City Planner & Zoning Administrator; Pat Parker, City Attorney

a. Excuse Absent Member(s)  
Armstrong excused Councilor Simons.

**SPECIAL PRESENTATIONS**

None.

**PUBLIC HEARINGS**

None.

**CORRESPONDENCE**

None.

**PUBLIC COMMENT**

Public comment about West Rolston Road speed limit sign and requested details for special meeting regarding Loose.

Public comment on requesting update on the Forest Ridge Estates Preliminary Unit Development (PUD).

Glass responded to public comments.

## **CONSENT AGENDA**

Glass and Young referenced materials provided and reviewed purpose of Resolution No. 02-26 Opposing State Preemption of Local Zoning Authority. Discussion regarding moving this item to Discussion Items.

Motion by Miller, second by Link to move Item c. Resolution No. 02-26 Opposing State Preemption of Local Zoning Authority to Discussion Item d. Motion carried 6-0.

- a. City Council Meeting Minutes from February 23, 2026
- b. Street Collection - Knights of Columbus Saturday, October 10, 2026
- d. Financial Reports

Motion by Howd, second by Hicks to pass the consent agenda. Roll call. Motion carried 6-0.

**AYES:** Dick, Miller, Hicks, Link, Armstrong, Howd

**NAYS:** None

**ABSENT:** Simons

## **DISCUSSION ITEMS**

- a. Zoning Ordinance Amendment: Home Occupations

Armstrong clarified public comment procedure. Council, Young and Parker discussed ordinance purpose, Planning Commission's intent and provided clarification and will vote next meeting.

- b. Draft Housing Focused Zoning Ordinance Amendments

Armstrong explained significant time spent on topic and reviewed process for review this meeting and reasoning.

Public comment requested clarification if ordinance is accounting for goods and/or services, Young responded.

Public comment about a previous vote on this item by Council, the item coming back and on Rules of Procedure.

Public comment asking about residence and zoning district, Parker responded.

Parker addressed public comment on reconsidering items after voting upon. Staff responded to public comment regarding the previous vote and reason for return of item, further discussion with Council and Parker.

Public comment on Robert's Rules and procedure for failed item vote, Parker responded.

Brief discussion with Armstrong and Parker about public comment and rules.

Public comment on vacant parcels and requested clarification on the PUD passed under existing zoning rules or new rules, Young responded.

Young reviewed the summary proposed zoning changes and discussed with Council in detail. Council provided direction on which changes to move forward with and/or not and will prepare a revised draft with Council's feedback applied.

d. Resolution No. 02-26 Opposing State Preemption of Local Zoning Authority  
Miller explained reasoning for consent agenda removal. No public comment was received. Staff and Councilors shared updates received from speaking with State Representatives on the topic and House Bills, discussion adding additional House Bill numbers to Resolution. Discussion regarding removal from the consent agenda, timeliness of the Resolution, discussed voting during work session.

Motion by Miller, second by Howd to approve Resolution No. 02-26 Opposing State Preemption of Local Zoning Authority, with inclusion of additional House Bills. Roll call. Motion carried 6-0.

**AYES:** Armstrong, Link, Howd, Dick Miller, Hicks

**NAYS:** None

**ABSENT:** Simons

c. Unfinished Business Items

Kanyak explained reason for the item and requested clarification, discussion with Link about requested open items list and reasoning. No public comment was received. Council and Staff further discussed information found in minutes; potential amendments to Rules of Procedure agenda format; frequency and expectations.

**CITY MANAGER'S REPORT**

Glass provided a verbal update on the following items:

- Thanked Expo volunteers
- Mill update
- Broad Street mill and resurface project
- Server issue, impact and future replacement
- Director of Public Works retirement
- Police Dept. grant application submission for police cruisers
- Grant application for City Hall improvements
- Facilities and Phase I Environmental for DPW property

Young provided update on Forest Ridge Estates PUD documents received.

Glass explained speaking with SLPR about agreement language regarding Loose Advisory Committee; reviewed steps taken; Director's role and direction. No public comment was received.

Howd asked about the Phase I Environmental and briefly discussed the Mill project. Hicks requested updates regarding Loose, Glass explained monthly report to Council. Link discussed staff role and Council's involvement. Link asked about plans for Broad Street millings from project and handling, Glass will share with Grice and suggested locations for millings. Miller thanked Young for review, shared comment on DPW retirement, Loose meeting with Director, discussed advisory committee, Glass clarified not the direction and reasoning.

**COUNCIL COMMENTS & REPORTS**

Miller discussed Community Soup for the Soul and shared suggestions for Loose.

Hicks addressed speed signs on West Rolston.

Howd commented on Expo experience; conversation with State Representatives Office about zoning; shared personal water testing experience and quality; thanked staff for MSHDA information that was requested.

Link commented on Grice’s retirement.

Armstrong discussed special meeting and reasoning last meeting; called a special meeting and provided written document request, discussion with Glass regarding meeting details and scheduling. Council and Staff shared dates and scheduled a special Meeting for Tuesday, March 17 at 6:30 p.m., pending Sweeney availability. Brief discussion with Armstrong and Kanyak about packet information, Glass referenced and explained information in her update and clarification on Council’s understanding last meeting. Parker explained previous Loose Board of Director; brief history on the subject and under current city management and Council authority.

**CLOSED SESSION**

None.

**ADJOURNMENT**

Motion by Miller, second by Howd to adjourn. The meeting was adjourned by Mayor Armstrong at 9:02 p.m.

Respectfully Submitted,

\_\_\_\_\_  
Kristyn Kanyak, City Clerk

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



132 East Broad Street • P.O. Box 507 • Linden, Michigan 48451-0507  
Telephone: (810) 735-7980 • Fax: (810) 735-4793

**APPLICATION/PERMIT TO USE PUBLIC PROPERTY, PUBLIC STREETS OR RIGHTS-OF-WAY**  
*Your Approved form is your confirmation*

**Notes to Applicants:** Application and all attachments must be received by the city at least 90 days prior to event.

**Name of Event:** Sunset Corals Classic Car Cruise - In

Sunset Corals LLC

(Name of Sponsoring Organization)

3/17/2026

(Date Submitted)

Greg Jones

(Name of Organization Representative in Charge of Event)

(Tax Exempt Organization)

300 E. Broad St Linden, MI 48451

(Complete Mailing Address of Representative)

Description of Event: (List times of any unusual events, i.e. Fireworks display, etc.) Give as much information regarding nature of event as possible. Attach additional sheet(s)/maps. 6th Annual Weekly Thursday Night Classic Car Cruise - In (Car Show).

Date(s) of Event: Thursdays May 14th - October 1st 2026

Time of Event: (Begin) 4:30 Pm

(Each Day) (End) 8:00 Pm

Identify the Public Property that you are requesting to use, i.e. Streets, Parks, Parking Lots, etc. Parking Lot and grass area located behind Sunset Corals (see attached map)

(Use extra sheet if necessary. \*Provide a map of all the areas you are requesting use of, showing placement of any temporary equipment/vehicles etc. and traffic pattern for vehicles, if applicable.)

Number of Volunteers or Workers you will supply 3

If Street Closure is Necessary - Time of Barricading (Each Day). (Begin) NA (End) \_\_\_\_\_  
Streets to be Closed: \_\_\_\_\_

(See instructions on SPECIAL EVENT CHECKLIST - Identify those streets that will be closed - \*provide a map of the area indicating where barricades are to be placed)

- \*Map of area to be used to be submitted indicating locations of all areas being used. Locate all existing structures and proposed festivities. In case of parades, parade route to be shown on a street map of the area.
- Charges may be imposed where cleanup of area is not satisfactory. Charges may be imposed for use of utilities (water/electricity).
- Amount of liability insurance organization is required to furnish: \$1,000,000 (to be submitted with application.)  
**NOTE: CITY OF LINDEN TO BE LISTED AS AN ADDITIONAL INSURED**
- Hold Harmless Agreement to be submitted with application.
- Special Event Check List - Review and acknowledge receipt and compliance with same. (initial by applicant)

GJ. Return one copy with application; retain copy for your records.  
Groups, organizations, or promoters of events will be held liable for damage to any streets, parking lots, sidewalks, or other public property, and must fully cooperate with all City Departments. Failure to cooperate can lead to immediate revocation of permit issued by the City of Linden. I understand that, by law and policy, alcohol and controlled substances are forbidden on public property and smoking is not allowed in any building and that abuse of this may cause eviction and loss of usage.  
I/We agree to and will abide by these conditions.

[Signature]  
Applicant's Signature

3/17/26  
Date

(To be determined by City Administration)

Approval/Comments by:

Chief of Police: *Scott D. Helt* Date: *3-18-26*

Conditions of Approval: *The Car Show has been a great addition to our events in Linden. There has never been any problems and I completely support it.*

Fire Chief: *[Signature]* Date: *3-18-26*

Conditions of Approval: \_\_\_\_\_

City Manager: *Ellen Glass* Date: *3-19-24*

Conditions of Approval: \_\_\_\_\_

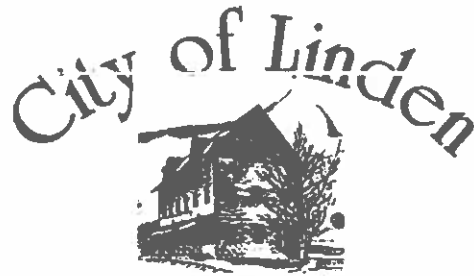
Director of Public Works: *Don Luce* Date: *3/19/26*

Conditions of Approval: \_\_\_\_\_

Certificate of Insurance Furnished: Yes/No

A copy of this approval/denial was provided to:

- Applicant  Date \_\_\_\_\_
- Police Chief  Date \_\_\_\_\_
- Fire Chief  Date \_\_\_\_\_
- DPW  Date \_\_\_\_\_
- Street File (if applicable)  Date \_\_\_\_\_



132 East Broad Street • P.O. Box 507 • Linden, Michigan 48451-0507  
Telephone: (510) 757-7980 • Fax: (510) 757-4793

**HOLD HARMLESS AGREEMENT**

FOR AND IN CONSIDERATION of the grant by the City of Linden to permit/allow  
\*\* Classic Car Cruise-in to take place in the parking lot and grass area behind Sunset Corals. The weekly event will take place on Thursday nights (weather permitting) starting May 14th - October 1st 2026

as requested by the undersigned, the undersigned does hereby agree to fully hold harmless, defend and indemnify the City of Linden and all of its officers, officials and employees, with respect to all claims, losses, damages, causes of action, judgments, costs and expenses, including reasonable attorney fees, whether or not the same are now known, liquidated, discovered, discoverable or justifiable, which may be asserted, brought or rendered against, incurred or suffered by, and/or imposed upon, the City of Linden and/or its officers, officials, and employees, by reason of or arising out of the grant or exercise of the rights stated above granted by the City of Linden the undersigned.

\*\* Insert information regarding what the activity is, date(s), time, and areas that are affected (public sidewalks, streets, parking spaces, etc.).

Witnesses: (Two (2) witness signatures are required)  
(Print name beneath each signature)

\_\_\_\_\_  
\_\_\_\_\_

\*Signature

Greg Jones

Print Name

Sunset Corals LLC

Organization and Title

\* If the project is related to obstructing the public right of way for work on private property, the signature must be that of the subject property owner or of the contractor performing the work.

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

Copy to: Applicant \_\_\_\_\_



132 East Broad Street • P.O. Box 907 • Linden, Michigan 48451-0507  
Telephone: (810) 735-7980 • Fax: (810) 735-4793

### SPECIAL EVENT CHECKLIST

The following items need to be addressed by applicant when a Special Event is being planned within the City of Linden. Please place an "X" beside all items that are applicable to this request, indicate "N/A" beside those items that do not apply, return one copy with application, retain one copy for your records.

- X Complete applicable application/permit form and submit to the City at least 90 days prior to event.  
Include:
- Location map (drawing) of area being used showing set-up of all equipment, entrance and exit points, fencing and barricades, food and beverage booth, tents or trucks, handicap parking, entertainment locations (stage, bands, music), and any other pertinent information.
  - Date(s) and Times of Event.
  - Hold Harmless Agreement.
  - Insurance Certificate listing City of Linden as an Additional Insured.

- NA File an Application for any additional Signage which will be requested.
- X Food/Beverage being served? If yes, make necessary arrangements with Genesee County Health Department for Required Permits. If alcohol will be served, list location(s).
- X Additional Trash Receptacles required? If yes, must be arranged by the applicant.
- NA Barricades required? If yes, applicant is responsible to make request for specific location. Applicant must get clearance from Linden Schools Transportation Dept. if closure is on school days and prior to 5:00 p.m.
- X Clean-Up of area to be responsibility of the applicant.
- NA Inflammables provided? List type and location.
- N/A Porta-Johns requested? If yes, applicant is responsible for receipt and return of same. Must show on map (drawing) proposed location(s). Most provide handicap accessible restroom.
- N/A Parking and Shuttles provided? Please describe.
- X Electrical Power source required? If yes, responsibility of applicant to provide.
- X Audio Equipment required? If yes, responsibility of applicant to arrange.

**Note:** The application may require the approval of the Police Chief and/or Fire Chief. Recommended that applicant meets with police chief to discuss security/parking.

Date: 3/17/2026 Sponsor/Applicant SUNSET Corals LLC

Name of Event SUNSET Corals Classic Car Cruise-In Date of Event Thurs May 14th -  
OCT 1st 2026



132 East Broad Street • P.O. Box 507 • Linden, Michigan 48451-0507  
Telephone: (810) 755-7980 • Fax: (810) 755-4793

## **POLICY**

### **STREET CLOSURES OR WORK IN RIGHT-OF-WAY**

The following procedure will be utilized whenever an application is received for street closure or for work in the right-of-way not otherwise authorize.

1. Applicant must submit request to the City Council.
2. The City Council will set a date at which it will receive public comments on the request.
3. Applications will be referred to the City Manager for Staff input as well as comments from the Fire and Police Department. Notice will be given to property owners of City record adjacent to Street proposed for closure.
4. Applicant will include a map/description of the proposed area/event.
5. City Council will hear Staff, Citizens and Resident comments at the next Council meeting.
6. City Council will act on the application.



P Public Parking

Jack's Record Stache  
Record store

Linden Brewing  
Company

Ice Cream Garage  
Temporarily closed

W Broad St

W Broad St

Walmer St

Walmer St

120

Mike  
Co



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/16/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> <b>State Farm</b> RANDY SAMSON 3493 W VIENNA RD CLIO, MICHIGAN 48420	<b>CONTACT NAME:</b> RANDY SAMSON <b>PHONE (A/C. No. Ext):</b> 810 686-0240 <b>FAX (A/C. No.):</b> 810-686-1004	
	<b>E-MAIL ADDRESS:</b>  	
<b>INSURED</b> SUNSET CORALS LLC P O BOX 592 LINDEN, MI 48451-0592	<b>INSURER(S) AFFORDING COVERAGE</b>	
	<b>INSURER A : STATE FARM FIRE AND CASUALTY</b>	
	<b>INSURER B :</b>	
	<b>INSURER C :</b>	
	<b>INSURER D :</b>	
	<b>INSURER E :</b>	

**COVERAGES**                      **CERTIFICATE NUMBER:**                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD INSD	SUB WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
<input checked="" type="checkbox"/>	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER. <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			92-EG-B140-8	05/24/2025	05/24/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
<input type="checkbox"/>	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
<input type="checkbox"/>	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED \$      RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
<input type="checkbox"/>	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> \$ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

<b>CERTIFICATE HOLDER</b> CITY OF LINDEN 132 E BROAD ST LINDEN, MICHIGAN 48451-9126	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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**CHECK REGISTER FOR CITY OF LINDEN**

CHECK DATE 03/04/2026 - 03/17/2026

BANK CODE: SBTAX - STATE BANK TAX (4282) - CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Description	Amount
<b>Bank SBTAX STATE BANK TAX (4282)</b>				
03/09/2026	2126	GENESEE COUNTY TREASURER	TAX DISTRIBUTION 02/01/2026-03/02/2026	326,630.15
03/09/2026	2127	LINDEN COMMUNITY SCHOOLS	TAX DISTRIBUTION 02/01/2026-03/02/2026	355,175.60
03/09/2026	2128	CITY OF LINDEN	TAX DISTRIBUTION 02/01/2026-03/02/2026	22,597.94
03/09/2026	2129	CITY OF LINDEN	TAX DISTRIBUTION 02/01/2026-03/02/2026	254,210.67
03/09/2026	2130	CITY OF LINDEN	TAX DISTRIBUTION 2/01/2026-03/02/2026	1,535.22
03/09/2026	2131	CITY OF LINDEN	TAX DISTRIBUTION 02/01/2026-03/02/2026	896.18
03/09/2026	2132	BISHOP INTERNATIONAL AIRPORT	TAX DISTRIBUTION 02/01/2026-03/02/2026	24,398.39
03/09/2026	2133	GENESEE INTERMEDIATE SCHOOL	TAX DISTRIBUTION 02/01/2026-03/02/2026	96,695.96
03/09/2026	2134	MASS TRANSPORTATION AUTHORITY	TAX DISTRIBUTION 02/01/2026-03/02/2026	63,265.99
03/09/2026	2135	MOTT COMMUNITY COLLEGE	TAX DISTRIBUTION 02/01/2026-03/02/2026	66,767.24
03/09/2026	2136	SOUTHERN LAKES PARKS	TAX DISTRIBUTION 02/01/2026-03/02/2026	17,414.82
<b>SBTAX TOTALS:</b>				
Total of 11 Checks:				1,229,588.16
Less 0 Void Checks:				0.00
Total of 11 Disbursements:				<u>1,229,588.16</u>

\$1,229,588.16

**CHECK REGISTER FOR CITY OF LINDEN**

CHECK DATE 03/04/2026 - 03/17/2026

BANK CODE: SBGEN - STATE BANK (3140) - CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Description	Amount
<b>Bank SBGEN STATE BANK (3140)</b>				
03/09/2026	13822	CONSUMERS ENERGY	GAS/ELECTRIC FEB 2026	11,109.83
03/09/2026	13823	GENESEE CO.ASSOC. POLICE CHIE	MEMBERSHIP DUES	100.00
03/09/2026	13824	GENESEE COUNTY TREASURER	TRAILER PARK FEES MARCH 2026	695.00
03/09/2026	13825	DEWEYS AUTO CENTER, INC.	REPAIRS 2021 TAHOE #3471	615.80
03/09/2026	13826	CITY OF FENTON	WATER TESTING	75.00
03/09/2026	13827	MARTHA DONNELLY	RETIREE HEALTH REIMBURSEMENT MARCH 2026	385.16
03/09/2026	13828	ALL N ONE LAWN CARE SERVICE	SNOW REMOVAL SIDEWALKS FEB 2026	730.00
03/09/2026	13829	GENESEE COUNTY DRAIN	NPDES PHASE II 1.1.26-3.31.26 QTRLY	312.82
03/09/2026	13830	GRAFF CHEVROLET-DURAND INC	POLICE SERVICE INVOICE	159.95
03/09/2026	13831	MICHIGAN LANDSCAPE SUPPLY CO	LIMESTONE	404.29
03/09/2026	13832	CHAMPS CLEANERS	POLCIE UNIFORM CLEANING	112.50
03/09/2026	13833	DORNBOS SIGN, INC	SIGNS	82.00
03/09/2026	13834	HYDROCORP	FEBRUARY 2026 CROSS CONNECTION PROGRAM	2,200.25
03/09/2026	13835	MID TOWN ACQUISITION LLC	GAS/DIESEL FEB 2026	2,582.05
03/09/2026	13836	H2A ARCHITECTS INC	LINDEN MILL PROJECT FEB 2026	5,505.00
03/09/2026	13837	CUNNINGHAM-LIMP	PAY APP # 6 LINDEN MILL PROJECT	386,915.00
03/09/2026	13838	CINTAS	LIFELINE AED AGREEMENT	89.10
03/09/2026	13839	BREA COOPER	REFUND DEPOSIT LCC RENTAL 3.7.26	200.00
03/09/2026	13840	ACE HARDWARE	DEPARTMENT CHARGES FEB 2026	418.27
03/09/2026	13841	BEAVER RESEARCH COMPANY	FREIGHT SOY LEASE	127.44
03/09/2026	13842	CMP DISTRIBUTORS INC	POLICE EQUIPMENT	1,672.35
03/09/2026	13843	CUMMINS SALES AND SERVICE	MAINTENANCE INSPECTION	204.29
03/09/2026	13844	SCOTT FAIRBANKS	RETIREE HEALTH REIMBURSEMENT MARCH 2026	1,845.98
03/09/2026	13845	FRONTIER	ALARM SERVICES 2.25.26-3.24.26	102.98
03/09/2026	13846	LINDEN'S COMPLETE AUTO REPAIR	OIL AND FILTER CHANGE 2020 F-250 #7380	148.32
03/09/2026	13847	WAGER, MICHELLE	UB refund for account: 0013850	50.85
03/09/2026	13848	OETZEL-HARTMEN GROUP	WEST ROLSTON ROAD APPRAISER SERVICES	300.00
03/09/2026	13849	SLOAN'S SALES & SERVICE LLC	PRUNER	21.99
			REPAIR MAHINRA 1126 HST TRACTOR	120.00
				<u>141.99</u>
03/09/2026	13850	VERIZON WIRELESS-JP	DPW JET PACKS 1.24.26-2.23.26	120.03
03/09/2026	13851	VIEW NEWSPAPERS	PUBLICATIONS BOR & GAZEBO PROJECT	1,044.00
				<u>1,044.00</u>
<b>SBGEN TOTALS:</b>				
Total of 30 Checks:				418,450.25
Less 0 Void Checks:				0.00
Total of 30 Disbursements:				<u>418,450.25</u>

**\$418,450.25**

CHECK REGISTER FOR CITY OF LINDEN

CHECK DATE 03/04/2026 - 03/17/2026

BANK CODE: SBSRC - LOOSE SENIOR CENTER (4822) - CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Description	Amount
<b>Bank SBSRC LOOSE SENIOR CENTER (4822)</b>				
03/09/2026	13949	CONSUMERS ENERGY	GAS/ELECTRIC FEB 2026 LOOSE	1,710.09
03/09/2026	13950	ALL N ONE LAWN CARE SERVICE	SNOW REMOVAL LOOSE FEB 2026	1,080.00
03/09/2026	13951	TGI DIRECT	FEBRUARY 2026 NEWSLETTER LOOSE	900.66
03/09/2026	13952	JAY E JACOBS CATERING LLC	ST PATRICKS DAY DINNER CATERING LOOSE	1,345.60
03/09/2026	13953	MICHIGAN IRISH DANCE ACADEMY	IRISH DANCERS FROM MIDA FOR ST PATRICK'	300.00
03/09/2026	13954	TYGE CAWTHON	BAGPIPER ST PATRICK'S DAY LOOSE	100.00
03/09/2026	13955	FREDERIK MEIJER GARDENS & SCU	ADULT TOUR X 34 LOOSE SENIOR CENTER	646.00
03/09/2026	13956	ACE HARDWARE	DEPARTMENT CHARGES LOOSE	101.90
03/09/2026	13957	CASE CONSTRUCTION COMPANY, IN	FASCIA REPAIR LOOSE	795.00
SBSRC TOTALS:				
Total of 9 Checks:				6,979.25
Less 0 Void Checks:				0.00
Total of 9 Disbursements:				6,979.25

General- \$418,450.25

Tax- \$1,224,588.16

Loose- \$6,979.25

Total: \$1,650,017.66



132 E. Broad Street • Linden, MI 48451 • P.O. Box 507  
Phone: (810) 735-7980 • Fax: (810) 735-4793

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February 26, 2026

Linden City Council  
132 E. Broad Street  
Linden, MI 48451

RE: Zoning Ordinance Text Amendment – Home Occupations  
PC-10c-25

Dear Council Members:

### **Background**

Home occupations are regulated by Section 154.064 of the City of Linden Zoning Ordinance. Section 154.064,(A) lists six specifically permitted home occupations. One of the six permitted home occupations is “home offices for such professionals as... salespersons.” However, Section 154.064,(B) lists seven specifically prohibited home occupations. One of the prohibited home occupations is “retail sales of merchandise.” The broad definition of “retail sales” includes all forms of the sale of goods and services, including both in-person transactions and online (e-commerce) transactions. Even though Section 154.064,(A) allows the home office of a salesperson, the prohibition of retail sales indicates that a salesperson could not sell any products at retail, even if the exchange is exclusively online. In today’s economy, citizens are increasingly finding opportunities to engage in online sales as a primary or secondary income source.

After reviewing the topic, the Planning Commission agreed that the purpose of the prohibition of “retail sales of merchandise” is to ensure that on-premises retail transactions do not occur as part of any home occupation, as such activities would not be appropriate within the context of a residential neighborhood. However, the Planning Commission agreed that a home occupation featuring online (e-commerce) transactions would be appropriate. The Planning Commission also reviewed home occupation regulations in similar communities and found that other communities prohibit on-premises retail transactions, but do not prohibit online (e-commerce) transactions. These include:

- City of Fenton – The sale of products or services on the premises is prohibited; online sales are not stated as being prohibited.
- Village of Holly – Direct sales to customers are prohibited on the premises; online sales are not stated as being prohibited.
- City of Grand Blanc – Direct sales to customers are prohibited on the premises; online sales are not stated as being prohibited.

At their February 2, 2026 meeting, after holding a public hearing, the Planning Commission determined that the zoning ordinance should be amended to include the statement: “Direct sales of merchandise to customers are prohibited on premises.” The Planning Commission unanimously voted to recommend to City Council that this amendment be adopted.

## City Council Action

The proposed text amendment to Section 154.064 (Home Occupations), as recommended for adoption by the Planning Commission, is enclosed.

The City Council has final authority for the adoption of any zoning ordinance text amendment. This item will be on the Council's March 9<sup>th</sup> Work Session agenda for discussion. At a subsequent regular meeting, the City Council should consider and take final action on the recommended text amendment. Below is a template motion for your consideration:

*Motion to adopt the text amendment to Section 154.064, Home Occupations, of the City of Linden Zoning Ordinance, as recommended by the City of Linden Planning Commission.*

Please contact me at [ayoung@wadetrim.com](mailto:ayoung@wadetrim.com) for further information.

Sincerely,



Adam Young, AICP, City Planner  
City of Linden

PW\LDN6100\26D\Docs\Correspondence\20260226 CC Letter Home Occupations Text Amendment.docx

Enclosure: Proposed Text Amendment, dated February 26, 2026

**City of Linden  
Home Occupations  
Proposed Zoning Ordinance Amendment**

February 26, 2026 DRAFT  
As Recommended for Adoption by the Linden Planning Commission on February 2, 2026

**Key:**

~~Text proposed to be removed~~  
Text proposed to be added

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**SECTION 154.064 HOME OCCUPATIONS**

(A) *Permitted home occupations.*

*[No changes proposed to the current language]*

(B) *Prohibited home occupations.* The following uses are expressly prohibited as a home occupation:

- (1) Automobile truck, recreation vehicle, boat, motorcycle, or small engine repair, bump and paint shops, salvage or storage yards;
- (2) Kennels or veterinary clinics;
- (3) Medical or dental clinics;
- (4) ~~Retail sales of merchandise~~ Direct sales of merchandise to customers are prohibited on premises;
- (5) Eating and/or drinking establishments;
- (6) Undertaking and funeral homes; and
- (7) Adult uses and sexually-oriented businesses.

(C) *Use standards.*

*[No changes proposed to the current language]*

(D) *Permits.*

*[No changes proposed to the current language]*

**CITY OF LINDEN**

**ORDINANCE NO. 425**

An ordinance amending Section 154.064 of the City of Linden Zoning Ordinance pertaining to home occupations.

**THE CITY OF LINDEN ORDAINS THAT:**

**Section 1. Amendment of Section 154.064 of Chapter 154 of the Code of Ordinances.**

The City Council hereby amends Subsection B of Section 154.064 of Chapter 154 of the Code of Ordinances, to read as follows:

§ 154.064 HOME OCCUPATIONS.

(B) *Prohibited home occupations.* The following uses are expressly prohibited as a home occupation:

- (1) Automobile truck, recreation vehicle, boat, motorcycle, or small engine repair, bump and paint shops, salvage or storage yards;
- (2) Kennels or veterinary clinics;
- (3) Medical or dental clinics;
- (4) Direct sales of merchandise to customers are prohibited on premises;
- (5) Eating and/or drinking establishments;
- (6) Undertaking and funeral homes; and
- (7) Adult uses and sexually-oriented businesses.

**Section 2. Effective Date.**

This Ordinance shall become effective ten (10) days following publication.

At a regular meeting of the Linden City Council held on March 23, 2026, adoption of the foregoing ordinance was moved by \_\_\_\_\_ and supported by \_\_\_\_\_.

Voting for:

Voting against:

The Mayor declared the ordinance adopted.

\_\_\_\_\_  
Kristyn Kanyak  
City Clerk

\_\_\_\_\_  
Elizabeth Armstrong  
Mayor

### **CERTIFICATION**

The foregoing is a true copy of Ordinance No. 425 which was enacted by the Linden City Council at a regular meeting held on March 23, 2026.

\_\_\_\_\_  
Kristyn Kanyak, City Clerk



132 E. Broad Street • Linden, MI 48451 • P.O. Box 507  
Phone: (810) 735-7980 • Fax: (810) 735-4793

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March 18, 2026

Linden City Council  
132 E. Broad Street  
Linden, MI 48451

RE: Housing Focused Zoning Ordinance Amendments  
PC-01-25

Dear Council Members:

### **Background**

The proposed amendments to the City of Linden Zoning Ordinance pertaining to housing were reviewed by the City Council at the March 9<sup>th</sup> Study Session. The amendments were divided into 13 topic-based groupings and each was reviewed separately, with the Council providing direction on whether they should be kept, revised, and/or removed from the draft. Many of the groupings were identified for removal, while some were identified to remain, with or without changes.

### **Revised Draft of Proposed Zoning Amendments**

Based on the direction from Council, we have prepared and are enclosing a revised draft of proposed Zoning Ordinance Amendments, dated March 12, 2026. (Please note that the document only includes the sections/pages where amendments are proposed – the remainder of the zoning ordinance would remain as-is.) For your reference, we have also prepared and are enclosing an updated Table of Residential Uses, dated March 12, 2026, showing the proposed changes to residential use allowances across the City's zoning districts.

Below is a summary of the proposed zoning amendments that remain in this updated draft:

1. New and/or revised definitions to address contemporary residential uses and residential care facility types (see pages 4 and 9)
  - Definitions for accessory dwelling units (ADUs) and economy efficient dwellings (EEDs) have been removed
  
2. New and/or revised allowances for residential uses and residential care facility types across the City's zoning districts (see pages 55-60, pages 101-102, and the Table of Residential Uses)
  - ADUs and EEDs have been removed entirely
  - Three-family dwellings and townhouses have been removed from the R-3 District

- Three-family dwellings and townhouses have been changed to a special land use (SLU) in the R-4 District. Corresponding to the Council’s direction, all other multiple-family residential types allowed in the R-4 District have also been changed to a SLU.
  - Allowance for residential use in the LS and GC Districts has been removed
  - Allowance for ground floor residential use in the CBD District has been removed
3. Elimination of adult foster care large group homes (13-20 residents) within the R-1, R-2, and R-3 Districts (see pages 56 and 86)
  4. Reduction of the minimum lot size for eligibility under the Planned Unit Development option – from 2 acres to 1 acre (see page 132)
  5. Establishment of off-street parking formulas for new residential use types and adjustments to certain off-street parking formulas (see pages 162-163)
    - Off-street parking formulas for ADUs and EEDs have been removed
    - Changes are no longer proposed to the off-street parking formula for multiple-family dwellings
  6. Exception to allow for a nonconforming single family dwelling to be rebuilt if destroyed (see page 174)
    - This is new language that was requested by City Council. The language would allow a lawfully established single family dwelling and customary accessory structures located in a non-residential zoning district to be repaired, structurally altered, or replaced, if destroyed.
    - Although nonconforming commercial buildings in residential areas were also discussed by City Council, we did not include similar language addressing nonconforming commercial buildings. A provision like this is not common. It is our opinion that, if a nonconforming commercial use/structure in a residential zoning district was destroyed, the property owner should be required to seek a rezoning to a commercial district. This would allow for input from neighboring property owners during a public hearing and the City Council could approve or deny the rezoning request on a case-by-case basis.

### **Council Action to be Taken**

The revised draft of proposed amendments includes a new section pertaining to nonconforming uses. The legal notice given in advance of the October 2025 Planning Commission public hearing did not mention any proposed amendments to the nonconforming use section. Therefore, a new public hearing would need to be held by the Planning Commission. The City Council should send the revised draft of amendments back to the Planning Commission and direct them to hold a new public hearing. After the Planning Commission holds the public hearing, they can forward the amendments back to City Council for final action and potential adoption.

Due to a pre-planned vacation, I will not be able to attend your March 23<sup>rd</sup> City Council Meeting. Please contact me at 313.961.3651 or [ayoung@wadetrim.com](mailto:ayoung@wadetrim.com) if you have questions or would like further information.

Sincerely,



Adam Young, AICP, City Planner  
City of Linden

PW\LDN6011\01D\Docs\Correspondence\20260318\_CC Letter Housing Focused Zoning Ordinance Amendments.docx

Enclosures:

- Proposed Zoning Ordinance Amendments, dated March 12, 2026
- Table of Residential Uses with Proposed Changes, dated March 12, 2026

# **City of Linden Zoning Ordinance**

## **Chapter 154: Zoning of the Code of Ordinances**

### **Housing-Focused Zoning Ordinance Amendments**

March 12, 2026 DRAFT

Incorporating changes requested by City Council  
during their March 9, 2026 Study Session

Key:

Text proposed to be added

~~Text proposed to be deleted~~

*Wade Trim commentary, if appropriate*

(4) ADULT FOSTER CARE SMALL GROUP HOME. An owner-occupied facility with the approved capacity to receive 12 or fewer adults who are provided supervision, personal care, and protection in addition to room and board, for 24 hours a day, five or more days a week, and for two or more consecutive weeks for compensation.

ALLEY. Any dedicated public right-of-way 30 feet or less in width, affording secondary means of access to abutting property not intended for general vehicle circulation nor as primary means of access to property.

ALTERATION. Any change, addition, or modification to a building or structure, including accessory wall signs, which alters structure, exterior walls, or is related to a change of occupancy. Covering of exterior doors, windows, walls, or changes to free-standing or wall sign face are included in this definition.

AMATEUR RADIO ANTENNAS, SATELLITE DISH ANTENNA, AND OTHER SIMILAR STRUCTURES.

(1) Any fixture or apparatus located outdoors, which is designed or utilized to transmit or receive radio, microwave, television, or similar waves, signals, or electrical impulses.

(2) The term ANTENNA shall include, but shall not be limited to, TELEVISION ANTENNAS, CITIZEN BAND RADIO ANTENNAS, AMATEUR RADIO ANTENNAS, and SATELLITE DISHES.

ARCADE. Any place, premises, establishment, building, or portion thereof in a retail or commercial facility in which are located for public use five or more coin or token operated amusement devices. This definition does not include establishments not open to the general public.

AS-BUILT SURVEY. Plans that indicate final construction that occurred on the subject site.

ASSISTED LIVING. Housing facilities designed and generally limited to residents over the age of 55, who because of physical or other limitations need special care and other services and where 24 hour personal care and congregate meals are provided. Facilities contain congregate kitchens, dining and living areas and separate sleeping rooms for residents. Operation of assisted living facilities provide special support services such as, assistance with personal care and daily living needs, transportation and limited medical care.

ASSISTED LIVING FACILITY. An unlicensed residential facility providing housing, two (2) or more group meals a day for compensation, incidental nursing or medical services and some or all of the following services: transportation, ambulatory assistance, prescription scheduling, laundry, housekeeping or shopping.

*Wade Trim Commentary: This term is not currently included within the zoning ordinance and should be added. An assisted living facility does not require State licensing.*

**DRIVE-IN ESTABLISHMENT.** A business establishment so developed that its principal retail or service character is dependent on providing a driveway approach or parking spaces for motor vehicles so as to serve patrons while in or momentarily stepped away from their motor vehicles, rather than within a building or structure, so that consumption of goods or services within motor vehicles may be facilitated.

**DRIVE-THROUGH ESTABLISHMENT.** A business establishment so developed that its principal retail or service character is dependent on providing a driveway approach or parking spaces for motor vehicles to services patrons from a window or booth while in their motor vehicles, rather than within a building or structure, so that consumption of goods or services off the premises may be facilitated.

**DRIVEWAY.** A way located upon a parcel, lot or limited common area, specifically constructed and maintained to provide ingress and egress from the road or street onto the site and circulation about the site. In order to be considered a DRIVEWAY under this chapter, such an area must be surfaced with concrete, asphalt, brick, cut stone, or a minimum four-inch depth of crushed materials (stone, concrete, asphalt and the like ) having a size of at least one-half inch in diameter. Further, such DRIVEWAY must be properly graded for drainage and be maintained in good condition free of dust, trash and debris. Within a front yard, newly constructed driveways shall be no less than ten feet in width, and shall be no wider than 32 feet or the width of the garage, whichever is greater.

**DWELLING.** A building used exclusively as a residence by not more than one family but in no case shall a travel trailer, motor home, trailer coach, automobile chassis, tent, or other portable building be considered a DWELLING.

**DWELLING, MULTIPLE-FAMILY.** A building consisting of three or more dwellings.

**DWELLING, SINGLE-FAMILY.** A building designed for, or occupied exclusively by, one family.

**DWELLING, THREE-FAMILY.** A building designed exclusively for occupancy by three (3) families living independently of each other.

**DWELLING, TOWNHOUSE.** A self-contained single dwelling unit attached to a similar single dwelling unit with party or common walls, designed as part of a series of three (3) or more dwelling units, each with: a separate entryway with direct access to the outdoors at ground level, a separate basement, a separate garage, separate utility connections and defined front yards. Townhouses may also be known as attached single-family dwelling units, row houses, clustered single family dwellings, or stacked ranches. Any three (3) or more attached dwellings not meeting the above criteria shall be considered a multiple-family dwelling.

*Wade Trim Commentary: These new definitions are proposed to account for these unique housing types.*

**DWELLING, TWO-FAMILY.** A building consisting of two dwellings.

(e) No building, structure, fence, or other permanent improvement shall be permitted to be erected or located within a public right-of-way except for those improvements authorized by the city.

(4) Application of height regulations.

(a) No building shall be erected, converted, enlarged, reconstructed, or structurally altered to exceed the height limit hereinafter established for the district in which the building is located, as set forth in § 154.049.

(b) Roof structures for the housing of elevators, stairways, tanks, ventilating fans, or similar mechanical equipment required to operate and maintain the building, and fire or parapet walls, skylights, towers, steeples, and screens, flagpoles, chimneys, smokestacks, water tanks, or similar structures may be erected above the height limits herein prescribed. No such structure shall exceed by more than 15 feet the height limit of the district in which it is located.

(c) Wireless communication facilities shall be subject to the regulations set forth in § 154.098.

(5) Location and number of buildings on lot of record.

(a) Every building erected, altered, or moved shall be located on a lot of record as defined herein.

(b) Only one single-family dwelling shall be permitted per lot. Where more than one single-family dwelling is located on a lot of record at the time of adoption of this chapter, said dwelling shall not be divided from the lot except in conformity with the requirements of this chapter.

(Ord. 285, passed 12-8-2003) Penalty, see § 154.999

§ 154.048 PURPOSES AND USES WITHIN ZONING DISTRICTS.

(A) R-1, R-2, and R-3, Single-Family Residential Districts.

(1) Purpose. These districts are provided for in those areas of the city served by public water and a public sanitary sewer and where the principal use is intended to be single-family dwellings developed at various lot sizes. In addition to the dwellings permitted in this zoning district, certain non-residential and public uses may be permitted through special use approval.

(2) Permitted uses.

- (a) A single-family dwelling and any use, building, or structure accessory thereto;
- (b) Public parks and playgrounds;
- (c) Family day care home;

(d) Adult foster care small group homes serving six persons or less and adult foster care family homes;

(e) Private, elementary, middle, and high schools; and/or

(f) Churches, synagogues, and other places of worship.

(3) Special uses.

(a) Open space development subject to the provisions of § 154.086;

(b) Golf courses, including accessory golf driving ranges;

(c) Country clubs, public swimming pools and recreation clubs, private parks and playgrounds;

(d) Private nursery schools and kindergartens;

(e) Group day care homes and day care centers subject to the provisions of § 154.089;

(f) Adult foster care small group homes between six and 12 persons ~~and adult foster care large group homes~~ subject to the provisions of § 154.090;

*Wade Trim Commentary: Due to their potential impacts on neighborhood character, adult foster care large group homes (13-20 residents) are not considered appropriate within the R-1, R-2, and R-3 Districts.*

(g) Two-family dwellings;

(h) Bed and breakfast establishments in the R-3 District, subject to the provisions of § 154.097;

(i) Public buildings and facilities; and/or

(j) Sale of weapons.

(B) R-4, Multiple-Family Residential District.

(1) Purpose. This district is composed of those areas of the city where the principal use is intended to be multiple-family dwellings. Areas zoned R-4 shall be served by public water and public sanitary sewers, and which abut or are adjacent to such other uses, buildings, structures, or amenities, which support, complement, or serve such a multiple-family density. In addition to the dwellings permitted in this zoning district, certain non-residential and public uses may be permitted through special use approval.

(2) Permitted uses.

(a) All permitted uses allowed in the R-1, R-2, and R-3 Districts; ~~and/or~~

~~(b) Multiple-family dwellings and any use, building, or structure accessory thereto;~~

~~(c) Elderly housing; and/or~~

~~(d)~~ (b) Two-family dwellings.

*Wade Trim Commentary: The City Council indicated that three-family dwellings and townhouses should only be allowed after special land use (SLU) review and approval in the R-4 District. Because multiple-family dwellings and elderly housing can be just as intensive or even more intensive than three-family dwellings and townhouses, we presume that the City Council also wants multiple-family dwellings and elderly housing subject to special land use (SLU) review and approval.*

(3) Special uses.

(a) Group day care homes and day care centers subject to the provisions of § 154.089;

(b) Adult foster care small group homes between six and 12 persons and adult foster care large group homes subject to the provisions of § 154.090;

(c) Adult foster care congregate facilities subject to the standards of § 154.090;

~~(d)~~ (d) Three-family dwellings;

~~(e)~~ (e) Townhouses, subject to the standards of § 154.101;

~~(f)~~ (f) Multiple-family dwellings and any use, building, or structure accessory thereto;

~~(g)~~ (g) Elderly housing;

~~(d)~~ (h) Nursing homes, assisted living facilities, and convalescent centers; ~~and/or~~

~~(e)~~ (i) Sale of weapons.

*Wade Trim Commentary: Based on direction from the City Council, we are now showing three-family dwellings, townhouses, multiple-family dwellings, and elderly housing as being allowed in the R-4 District but only after special land use (SLU) review and approval.*

(C) R-5, Mobile Home Park Residential District.

(1) Purpose. The intent of this district is to provide for mobile home residential development in areas where the street network, public services, and infrastructure are capable of supporting such development. Areas zoned R-5 shall be located in areas which are compatible with the character and density of adjacent uses.

(2) Permitted uses.

(a) Mobile home parks subject to the provisions set forth in § 154.088; and/or

(b) Parks and playgrounds.

(3) Special uses.

(a) All special uses allowed in the R-1, R-2, ~~and R-3, and R-4~~ Districts; and/or

(b) Sale of weapons.

*Wade Trim Commentary: This wasn't specifically discussed during the March 9, 2026 City Council work session. However, the City Council did indicate that three-family dwellings and townhouses should not be allowed in the R-5 District. Based on this direction from City Council, the reference to allowing all special land uses in the R-4 District would need to be deleted – this would prevent three-family dwellings and townhouses (and other multi-family residential types) from being allowed in the R-5 District.*

(D) LS, Local Service District.

(1) Purpose. The district is designed primarily for the convenience of persons residing in the city by providing office, limited retail, and business service uses that serve the adjacent and surrounding neighborhoods. It is the purpose of these regulations to permit development of the enumerated functions in a manner which is compatible with uses in the surrounding area. To these ends, certain uses are excluded which would function more effectively in other districts.

(2) Permitted uses.

(a) Executive, administrative, professional, accounting, writing, clerical, stenographic, drafting, and sales offices;

(b) Medical and dental offices, including clinics and medical laboratories;

(c) Banks, credit unions, savings and loan associations;

(d) Public parks and playgrounds;

(e) Public buildings and facilities;

(f) Photographic studios;

(g) Food services including grocery, meat market, bakery, restaurant, delicatessen, and fruit market, and similar self-service units but not including any business of a drive-in type;

(h) Retail sales of drug and health care products, hardware, gifts, dry goods, notions, sporting goods, clothing, furniture, and appliances;

(i) Retail office supply, computer, and business machine sales;

(j) Business service establishments such as printing and photocopying services, mail and packaging services, and typing and secretarial services;

(k) Florist shops;

(l) Personal service establishments, such as barber and beauty shops; watch, clothing, and shoe repair; furniture repair; locksmith; and similar establishments;

(m) Private service clubs, social organizations, and lodge halls;

(n) Funeral homes; and/or

(o) Churches, synagogues, and other places of worship-;

(3) Special uses.

(a) Veterinary offices and hospitals, including accessory boarding, provided no outdoor exercise runs or pens are permitted;

(b) Retail sale of alcoholic beverages;

(c) Joint working and living quarters (work/live unit), subject to § 154.099;

(d) Sale of weapons;

(e) Day care centers subject to the provisions of § 154.089; and/or

(f) Radio, television, and electrical appliance repair, and shops of plumbers, electricians, and other similar services and trades and subject to § 154.101.

(E) GC, General Commercial District.

(1) Purpose. This district is intended to accommodate office, business service, and retail uses that serve a larger market than LS District including the city and portions of the surrounding townships. It is the purpose of these regulations to permit development of the enumerated functions in a manner which is compatible with uses in the surrounding area. To these ends, certain uses are excluded which would function more effectively in other districts.

(2) Permitted uses.

(a) All permitted ~~and special~~ uses allowed in LS Local Service District, ~~except for joint working and living quarters~~;

*Wade Trim Commentary: This amendment is recommended to eliminate confusing/conflicting language. (For example, day care centers are allowed in the LS District as a special land use – the current language would thus allow day care centers as a permitted use in the GC District, yet day care centers are specifically listed as a special land use later in the GC District.) We also do not see a reason why joint working and living quarters should be prohibited within the GC District.*

(b) Grocery stores, meat market, bakery, delicatessen, and fruit market, and similar retail sales of food and beverages;

(c) Retail sales of candy and confections, antiques, gifts, dry goods, notions, toys, musical instruments, and clothing;

(d) Retail sales of drug and health care products, hardware, sporting goods, furniture, paint and home decorating products, and appliances;

- (e) Retail sale of alcoholic beverages;
  - (f) Radio, television, and electrical appliance repair, and shops of plumbers, electricians, and other similar services and trades;
  - (g) Standard and/or carry out restaurants;
  - (h) Laundromats and dry cleaning establishments; and/or
  - (i) Planned shopping centers.
- (3) Special uses.
- (a) All special uses allowed in LS Local Service District;
  - (b) Bar/lounge serving alcoholic beverages and/or providing entertainment;
  - (c) Fast-food, drive-in, and drive-through restaurants;
  - (d) Lodging facilities;
  - (e) Sale of new and used automobiles, boats, mobile homes, farm machinery, and other vehicles provided outdoor sales comply with the requirements set forth in § 154.092;
  - (f) Automobile service stations and washes subject to the requirements set forth in § 154.094;
  - (g) Recreation and amusement services, including theaters, bowling alleys, roller and ice skating rinks, billiard halls, and miniature golf;
  - (h) Farm supply and feed stores;
  - (i) Sale of building materials, nursery stock, and garden supplies provided outdoor sales comply with the requirements set forth in § 154.068;
  - (j) Kennels, including commercial boarding and breeding facilities;
  - (k) Sale of weapons;
  - (l) Day care centers subject to the provisions of § 154.089;
  - (m) Brewpubs, micro-breweries, small wineries and small distilleries subject to the provisions of § 154.100; and/or
  - (n) Animal control shelters and animal protection shelters.

(F) CBD, Central Business District.

(1) Purpose. This district is designed to provide for a variety of office, business service, entertainment, and retail uses which occupy the prime retail frontage, by serving the comparison, convenience, and service needs of the market area which includes the city and surrounding townships. The regulations of the CBD District are designed to promote

(3) Off-street parking shall be provided at a rate of one space per employee plus one space for every five children enrolled at the facility;

(4) A fenced outdoor play area of at least 1,000 square feet shall be provided on the premises. Said play area shall not be located within the front setback. This requirement may be waived by the Planning Commission if public play area is available 500 feet from the subject parcel; and

(5) Appropriate licenses with the state shall be maintained.

(Ord. 285, passed 12-8-2003) Penalty, see § 154.999

#### § 154.090 ADULT FOSTER CARE FACILITIES.

(A) Intent. It is the intent of this section to establish standards for adult foster care facilities, which will ensure compatibility with adjacent land uses and maintain the character of the neighborhood.

(B) Application of regulations.

(1) A state licensed adult foster care small group home serving six persons or less and adult foster care family home shall be considered a residential use of property and a permitted use in all residential districts.

(2) The Planning Commission may, by issuance of a special use permit, authorize the establishment of adult foster care small group homes serving between six and 12 persons ~~and adult foster care large group homes serving between 13 and 20~~ in the following zoning districts: R-1; R-2; R-3; R-4; and R-5.

(3) The Planning Commission may, by issuance of a special use permit, authorize the establishment of ~~an adult foster care large group homes serving between 13 and 20 and~~ adult foster care congregate ~~facility facilities~~ serving more than 20 adults in the R-4 District.

*Wade Trim Commentary: Due to their potential impacts on neighborhood character, adult foster care large group homes (13-20 residents) are not considered appropriate within the R-1, R-2, and R-3 Districts. They should only be allowed as a special use only within the R-4 District.*

(C) Standards for adult foster care small group homes serving between six and 12 persons and adult foster care large group homes. Such homes shall be considered as a special land use subject to the requirements and standards of § 154.023 and the following additional standards:

(1) A site plan, prepared in accordance with § 154.024, shall be required to be submitted;

(2) The subject parcel shall meet the minimum lot area requirements for the zoning district in which it is located, provided there is a minimum site area of 1,500 square feet per adult, excluding employees and/or care givers;

(3) The property is maintained in a manner that is consistent with the character of the neighborhood;

(4) One off-street parking space per employee and/or caregiver shall be provided;

(5) At its sole discretion, the Planning Commission may determine that landscape screening in accordance with § 154.111(E) is required; and

(6) Appropriate licenses with the state shall be maintained.

(D) Standards for adult foster care congregate facilities. Such facilities shall be considered as a special land use subject to the requirements and standards of § 154.023 and the following standards:

(1) A site plan, prepared in accordance with § 154.024, shall be required to be submitted;

(2) The subject parcel shall meet the minimum lot area requirements for the zoning district in which it is located, provided there is a minimum site area of 1,500 square feet per adult, excluding employees and/or care givers;

(3) Parking requirements as required for convalescent homes and similar facilities, set forth in §§ 154.175 through 154.184 shall be met;

(4) All landscape requirements set forth in § 154.111 shall be met; and

(5) Appropriate licenses with the state shall be maintained.

(Ord. 285, passed 12-8-2003) Penalty, see § 154.999

#### § 154.091 SELF-STORAGE FACILITIES.

Self-storage facilities shall be subject to the following requirements and conditions.

(A) No activity other than rental of storage units and the rental of outside storage space for recreational vehicles shall be allowed. No commercial, wholesale, retail, industrial, or other business use on, or operated from, the facility shall be allowed, other than those sales conducted to liquidate stored items as performed by owner.

(B) The storage of any toxic, explosive, corrosive, flammable, or hazardous materials is prohibited. Fuel tanks on any motor vehicle, boat, lawn mower, or similar property will be drained or removed prior to storage. Batteries shall be removed from vehicles before storage.

(4) The living area of the work/live unit shall be attached to or part of the primary building in which a business is normally operated.

(D) Integration of commercial and living space. The commercial use shall be the primary focus of the front of the building. Living space shall be physically integrated into the work/live unit and shall not be separately rented, leased, or sold. Mezzanines and lofts within the unit may be used as living space subject to compliance, with the other provisions of this section.

(E) Parking requirements. Work/live units shall comply with the parking standards set forth in §§ 154.175 through 154.184. A minimum of two spaces for the residential use shall be included as part of the parking calculation. The Planning Commission may modify this requirement to decrease or increase the required parking as appropriate to allow for the reuse of existing structures with limited parking or to accommodate authorized employees and/or customer or client visits.

(F) Operating requirement.

(1) A work/live unit shall be occupied and used only by the owner of the business within the unit and his or her immediate family (specifically defined as spouse and children/stepchildren).

(2) The owner or developer of any structure containing work/live units shall provide written notice to all work/live occupants and users that the surrounding area may be subject to levels of dust, fumes, noise, or other effects associated with commercial uses at higher levels than would be expected in more typical residential areas. Noise and other standards shall be those applicable to commercial properties in the LS District.

(3) An ongoing business must exist to allow residential occupancy of the work/live unit. If the business ceases to operate, the special land use permit shall end and the living area must be vacated within six months of the last day of business.

(4) The business and residential areas must be maintained separately and no business activity inclusive of, but not limited to, storage of any inventory or servicing or maintenance of any product shall be allowed in the residential area.

(5) Special use permits under this section shall be issued for a period of one year and must be renewed annually by application of the occupants. No fee shall be required for this renewal.

(Ord. 285, passed 12-8-2003) Penalty, see § 154.999

## § 154.100 TOWNHOUSES.

Townhouses are subject to the following standards:

(A) A townhouse development shall be serviced by municipal sewer.

(B) Minimum lot area and lot frontage requirements shall be in accordance with the following standards: Each two-unit townhouse building site shall contain a minimum lot frontage of one hundred (100) feet and a minimum lot area of twenty thousand (12,000) square feet; Each three-unit townhouse building site shall contain a minimum lot frontage of one hundred fifty (150) feet and a minimum lot area of fifteen thousand (15,000) square feet; and, Each four-unit townhouse building site shall contain a minimum lot frontage of two hundred (200) feet and a minimum lot area of twenty thousand (20,000) square feet.

(C) No townhouse shall be less than twenty-four (24) feet in width.

(D) The distance between any two (2) structures within a townhouse development shall not be less than twenty-five (25) feet.

(E) Any townhouse development adjoining any single-family residential district or use shall be provided with a minimum twenty (20) foot wide greenbelt buffer planted with landscaped plants, the configuration and design of which is subject to the review of the Planning Commission. A greenbelt buffer shall also be provided along all street frontages which shall not be less than ten (10) feet in width.

(F) Off-street parking shall be provided in accordance with § 154.178.

*Wade Trim Commentary: These proposed provisions are intended to ensure that any new townhouse development will be appropriately integrated within the R-4 District. As a special land use, the Planning Commission could also attach conditions which are deemed necessary given the unique context of the request.*

## PLANNED UNIT DEVELOPMENT DISTRICT

### § 154.135 PURPOSE AND INTENT.

Planned unit development (PUD) district regulations are intended to provide for various types of land uses planned in a manner which shall: encourage the use of land in accordance with its character and adaptability; conserve natural resources and energy; encourage innovation in land use planning; provide enhanced housing, employment, shopping, traffic circulation, and recreational opportunities for the people of the city; and bring about a greater compatibility of design and use. The provisions of this subchapter provide enabling authority and standards for the submission, review, and approval of applications for planned unit developments.

(Ord. 285, passed 12-8-2003)

### § 154.136 PUD REGULATIONS.

(A) A planned unit development (PUD) may be applied for in any zoning district. The granting of a planned unit development application shall require a rezoning by way of amendment of this chapter upon the recommendation of the Planning Commission and approval of the City Council.

(B) Any land use authorized in this chapter may be included in a planned unit development, subject to adequate public health, safety, and welfare protection mechanisms being designed into the development to ensure the compatibility of varied land uses both within and outside the development.

(C) The applicant for a planned unit development must demonstrate each of the following criteria as a condition to being entitled to planned unit development treatment:

(1) Granting of the planned unit development will result in at least one of the following:

(a) A recognizable and material benefit to the ultimate users of the project and to the community, where such benefit would otherwise be unfeasible or unlikely to be achieved without application of the planned unit development regulations;

(b) Long-term protection and preservation of natural resources and natural features of a significant quantity and/or quality, where such benefit would otherwise be unfeasible or unlikely to be achieved without application of the planned unit development regulations; or

(c) A nonconforming use shall, to a material extent, be rendered more conforming, or less offensive, to the zoning district in which it is situated.

(2) The proposed type and density of use shall not result in an unreasonable increase in the need for or burden upon public services, facilities, streets, and utilities;

(3) The proposed development shall be consistent with the public health, safety, and welfare of the city;

(4) The proposed development shall not result in an unreasonable negative environmental impact on the subject site or surrounding land;

(5) The proposed development shall not result in an unreasonable negative economic impact upon surrounding properties;

(6) The proposed development shall be under single ownership and/or control such that there is a single person having responsibility for completing the project in conformity with this chapter; and

(7) The proposed development shall be consistent with the goals and policies of the Master Plan.

(Ord. 285, passed 12-8-2003)

#### § 154.137 PROCEDURE FOR REVIEW.

(A) Pre-application conference. Prior to the submission of an application for planned unit development approval, the applicant shall meet with the Zoning Administrator, together with any staff and consultants the Administrator deems appropriate. The applicant shall present at such conference, or conferences, at least a sketch plan of the proposed planned unit development, as well as the following information: total number of acres in the project; a statement of the number of residential units, if any; the number and type of non-residential uses, the number of acres to be occupied by each type of use; the known deviations from ordinance regulations to be sought; the number of acres to be preserved as open or recreational space; and all known natural resources and natural features to be preserved.

(B) Preliminary plan.

(1) Following the pre-application conference, the applicant shall submit a preliminary site plan of the proposed planned unit development. The preliminary site plan shall be prepared in accordance with the standard set forth in § 154.024(C). A narrative report shall accompany the site plan providing a description of the project, discussing the market concept and feasibility of the project, and explaining the manner in which the criteria set forth in § 154.136(C) have been met.

(2) The preliminary plan shall be noticed for public hearing as a zoning amendment before the Planning Commission. Following the hearing, the Planning Commission shall review the preliminary site plan and shall take one of the following actions.

(a) Approval.

1. Upon finding that the preliminary plan meets the criteria and standards set forth in §§ 154.135 and 154.136, the Planning Commission shall grant preliminary approval.

Approval shall constitute approval of the uses and design concept as shown on the preliminary plan and shall confer upon the applicant the right to proceed to preparation of the final plan.

2. Approval of the preliminary plan by the Planning Commission shall not constitute rezoning of the property to PUD nor bind the City Council to approval of the final plan.

(b) Tabling. Upon finding that the preliminary plan does not meet the criteria and standards set forth in §§ 154.135 and 154.136, but could meet such criteria if revised, the Planning Commission may table action until a revised preliminary plan is resubmitted.

(c) Denial. Upon finding that the preliminary plan does not and cannot meet the criteria and standards set forth in §§ 154.135 and 154.136, the Planning Commission shall deny preliminary approval.

(C) Final plan. Within six months following receipt of the Planning Commission comments on the preliminary plan, the applicant shall submit a final plan and supporting materials conforming with this section. If a final plan is not submitted by the applicant for final approval within six months following receipt of Planning Commission comments, the preliminary plan approval becomes null and void.

(1) Information required. A final site plan and application for a PUD shall contain the following information:

(a) A site plan meeting all requirements of § 154.024(D);

(b) A separately delineated specification of all deviations from this chapter, which would otherwise be applicable to the uses and development proposed in the absence of this planned unit development subchapter;

(c) A specific schedule of the intended development and construction details, including phasing or timing;

(d) A specific schedule of the general improvements to constitute a part of the development including, without limitation, lighting, signage, the mechanisms designed to reduce noise, utilities, and visual screening features;

(e) A specification of the exterior building materials with respect to the structures proposed in the project; and

(f) Signatures of all parties having an interest in the property.

(2) Planning Commission and action.

(a) The final plan shall constitute an application to amend this chapter, and shall be noticed for public hearing as a zoning amendment before the Planning Commission, and otherwise acted upon by the Planning Commission and the City Council, as provided by law.

1. Approval. Upon finding that the final plan meets the criteria and standards set forth in §§ 154.135 and 154.136, the Planning Commission shall recommend approval to the City Council.

2. Tabling. Upon finding that the final plan does not meet the criteria and standards set forth in §§ 154.135 and 154.136, but could meet such criteria if revised, the Planning Commission may table action until a revised final plan is resubmitted.

3. Denial. Upon finding that the final plan does not and cannot meet the criteria and standards set forth in §§ 154.135 and 154.136, the Planning Commission shall recommend denial to the City Council.

(b) The Planning Commission shall, to the extent it deems appropriate, submit detailed recommendations relative to the planned unit development project including, without limitation, recommendations with respect to matters on which the City Council must exercise discretion.

(3) City Council action.

(a) Upon receiving a recommendation from the Planning Commission, the City Council shall review the final plan. Taking into consideration the recommendations of the Planning Commission and the criteria and standards set forth in §§ 154.135 and 154.136, the City Council shall approve, table or deny the final plan.

(b) Prior to approval of a final plan, the City Council shall require all standards and conditions of approval to be incorporated in a development agreement. The agreement shall be prepared by the City Attorney, reviewed by the City Planner, approved by the City Council, and signed by both the city and the applicant.

(Ord. 285, passed 12-8-2003; Ord. 361, passed 6-8-2015)

#### § 154.138 PROJECT DESIGN STANDARDS.

(A) Residential design standards.

(1) The property shall be a minimum size of ~~two acres~~ **one acre**.

*Wade Trim Commentary: The city's Master Plan outlines four "priority redevelopment sites" that "have significant potential for redevelopment and, if developed, would greatly contribute to the improvement of the community." (These sites include the Evan's Building, DPW Yard, Parkside, and Old Theater and are described on pages 66 through 73 of the Master Plan.) All four of these sites have the potential to accommodate some component of residential use. However, three of these four sites are less than two acres in size and would be disqualified from applying under the PUD option. This proposed amendment would lower the minimum parcel size qualification from two acres to one acre.*

(2) (a) Residential density shall not be greater than the maximum density permitted in the zoning district in which the property is situated immediately prior to reclassification under this subchapter.

(b) Additional density for residential uses may be allowed at the discretion of the Planning Commission and based upon a demonstration by the applicant of consistency with

the Master Plan and of planning and design excellence resulting in a material benefit to the city, adjacent land uses, and/or the ultimate users of the project, where such benefit would otherwise be unlikely to be achieved without the application of the PUD regulations including, without limitation, innovative design producing significant energy efficiency, pedestrian or vehicular safety, long term aesthetic beauty, and protection and preservation of natural resources and features.

(B) Non-residential design standards.

(1) The property shall be a minimum size of one acre.

(2) Non-residential uses may be permitted in combination with other non-residential uses or as part of a common development with residential uses.

(3) The non-residential uses, including parking and vehicular traffic ways, shall be separated and buffered from residential units in a manner consistent with good land and community planning principles.

(C) General design standards.

(1) (a) All regulations applicable to setbacks, parking and loading, general provisions, and other requirements shall be met in relation to each respective land use in the development based upon zoning districts in which the use is listed as a principal permitted use. In all cases, the strictest provisions shall apply.

(b) Notwithstanding division (C)(1)(a) above, deviations with respect to such regulation may be granted as part of the overall approval of the planned unit development, provided features or elements demonstrated by the applicant and deemed adequate by the Planning Commission are designed into the project plan for the purpose of achieving the objectives of this subchapter.

(2) To the maximum extent feasible, the development shall be designed so as to preserve the natural resources and natural features. The benefit, which would reasonably be expected to accrue from the proposal, shall be balanced against the reasonably foreseeable detriments of the activity, taking into consideration the local, state, and national concern for the protection and preservation of the natural resources or features and the following criteria:

(a) The availability of feasible and prudent alternative methods of accomplishing any development;

(b) The extent and permanence of the beneficial or detrimental effects of the proposed activity; and

(c) The size, quality, and rarity of the natural resources or natural features which would be impaired or destroyed.

(3) A perimeter setback and berming shall be required from the Planning Commission for the purpose of buffering the development in relation to surrounding properties. If the planned unit development project includes non-residential uses adjacent to a district

authorizing residential uses, and/or if the project is larger than one acre in area, such perimeter setback shall be established with a dimension from the property line of up to 50 feet at the discretion of the Planning Commission, taking into consideration the use or uses in and adjacent to the development. The setback distance need not be uniform at all points on the perimeter of the development.

(4) Thoroughfare, drainage, and utility design shall meet or exceed the standards otherwise applicable in connection with each of the respective types of uses served.

(5) Underground installation of utilities shall be required, including electricity and telephone, as found necessary by the Planning Commission.

(6) Pedestrian walkways shall be separated from vehicular circulation, as found necessary by the Planning Commission.

(7) Signage, lighting, landscaping, building materials for the exterior of all structures, and other features of the project shall be designed and completed with the objective of achieving an integrated and controlled development, consistent with the character of the community, surrounding development or developments, and natural features of the area.

(8) Where non-residential uses adjoin off-site residentially zoned property, noise reduction, and visual screening mechanisms such as earthen and/or landscape berms and/or decorative walls, shall be employed. The Planning Commission, at its discretion, shall review and approve the design and location of such mechanisms.

(9) The City Council upon the recommendation of the Planning Commission shall resolve all ambiguities as to applicable regulations using this chapter, the Master Plan, and other city standards or policies as a guide.

(Ord. 285, passed 12-8-2003) Penalty, see § 154.999

#### § 154.139 CONDITIONS.

(A) Reasonable conditions may be required with the approval of a planned unit development, to the extent authorized by law, for the purpose of ensuring that public services and facilities affected by a proposed land use or activity will be capable of accommodating increased service and facility loads caused by the land use or activity, protecting the natural environment and conserving natural resources and energy, ensuring compatibility with adjacent uses of land, and promoting the use of land in a socially and economically desirable manner.

(B) Conditions imposed shall be designed to: protect the public health, safety, and welfare; preserve natural features and resources; and be necessary to meet the intent and purpose of this chapter, and ensure compliance with the standards of this chapter. All conditions imposed shall be made a part of the record of the approved planned unit development.

(Ord. 285, passed 12-8-2003) Penalty, see § 154.999

§ 154.140 PHASING AND COMMENCEMENT OF CONSTRUCTION.

(A) Phasing. Where a project is proposed for construction in phases, the planning and designing shall be such that, upon completion, each phase shall be capable of standing on its own in terms of the presence of services, facilities, and open space, and shall contain the necessary components to ensure protection of natural resources and the health, safety, and welfare of the users of the planned unit development and the residents of the surrounding area. All conditions that are phase specific shall be completed during development of the subject phase, and cannot be postponed for completion during other phases. In addition, in developments which include residential and non-residential uses, the relative mix of uses, and the scheduled completion of construction for each phase shall be disclosed and determined to be reasonable at the discretion of the City Council after recommendation from the Planning Commission.

(B) Commencement and completion of construction. To ensure completion of required improvements, the city is authorized to impose performance guarantees in accordance with § 154.027. Construction shall be commenced within one year following final approval of a planned unit development and shall proceed substantially in conformance with the schedule set forth by the applicant, as required by division (A) above. If construction is not commenced within such time, any approval of a site plan on the project shall expire and be null and void, provided, an extension for a specified period may be granted by the City Council upon good cause shown if such request is made to the City Council prior to the expiration of the initial period. Moreover, in the event a site plan has expired, the City Council, based on a recommendation from the Planning Commission, shall be authorized to rezone the property in any reasonable manner and, if the property remains classified as PUD, a new application shall be required, and shall be reviewed in light of then existing and applicable law and ordinance provisions.

(Ord. 285, passed 12-8-2003) Penalty, see § 154.999

§ 154.141 EFFECT OF APPROVAL.

(A) When approved, the planned unit development amendment, with all conditions imposed, if any, shall constitute the land use authorization for the property, and all improvement and use shall be in conformity with such amendment.

(B) Notice of adoption of the final PUD plan and conditions shall be recorded by the applicant at the County Register of Deeds, evidence of which shall be supplied to the Zoning Administrator.

(Ord. 285, passed 12-8-2003) Penalty, see § 154.999

(4) Restriction on parking on private property. It shall be unlawful for any person, firm, or corporation to park any motor vehicle on any private property without the authorization of the owner or agent of such property.

(Ord. 285, passed 12-8-2003; Ord. 381, passed - - 2017) Penalty, see § 154.999

#### § 154.177 OFF-STREET PARKING REQUIREMENTS.

(A) Generally. The amount of required off-street parking spaces for new uses or buildings, additions thereto, and additions to existing buildings shall be determined in accordance with the schedule set forth in § 154.178. Parking requirements listed in § 154.178 shall not include off-street stacking spaces for drive-through facilities set forth in § 154.181.

(B) Similar uses and requirements. When a use is not specifically mentioned, the requirements of off-street parking for a similar use shall apply as determined by the Planning Commission.

(C) Collective provisions. Nothing in this section shall be construed to prevent collective provisions of off-street parking facilities for two or more buildings or uses, provided:

(1) Such facilities collectively shall not be less than the sum of the requirements for the various individual uses computed separately in accordance with § 154.178. However, the Planning Commission may reduce the total number of spaces by up to 25% upon a determination that the peak space requirements for the individual uses occur at distinctly different times;

(2) Each use served by collective off-street parking shall have direct access to the parking without crossing any public rights-of-way; and

(3) Written easements which provide for continued use and maintenance of the parking shall be submitted to the city for approval.

(D) Parking exemption. As of the effective date of this chapter, buildings and uses located within the Central Business District (CBD) shall be exempt from providing off-street parking. However, in no case shall a building or use be expanded to remove off-street parking established before the effective date of this chapter. Parking areas constructed in the CBD shall meet all design requirements of this chapter.

(E) Flexibility in application.

(1) (a) The city recognizes that, due to the specific requirements of any given development, inflexible application of the parking standards set forth in § 154.178 may result in development with inadequate parking or parking far in excess of that which is needed.

(b) The former situation may lead to traffic congestion or unauthorized parking on adjacent streets or neighboring sites. The latter situation may result in excessive paving and stormwater runoff and a waste of space, which could be left as open space.

(2) The Planning Commission, based on a recommendation from the Planning Consultant may permit deviations from the requirements of § 154.178 and may require more or allow less parking whenever it finds that such deviations are more likely to provide a sufficient number of parking spaces to accommodate the specific characteristics of the use in question.

(3) (a) The Planning Commission shall attach conditions to the approval of a deviation from the requirement of § 154.178 that bind such approval to the specific use in question.

(b) Where a deviation results in a reduction of parking, the Planning Commission may further impose conditions which ensure that adequate reserve area is set aside for future parking, as needed.

(Ord. 285, passed 12-8-2003; Ord. 371, passed 6-8-2015) Penalty, see § 154.999

§ 154.178 TABLE OF OFF-STREET PARKING REQUIREMENTS.

The amount of required off-street parking space for new uses or buildings, additions thereto, and additions to existing buildings shall be determined in accordance with the following table.

<i>Use</i>	<i>Required No. of Parking Spaces</i>	<i>Per Each Unit of Measure as Follows:</i>
<b><i>Automotive Uses</i></b>		
Automotive repair facilities and collision shops	3	Per each service stall, plus 1 per each employee at peak shift, plus 1 per each service vehicle
Automobile service stations with convenience store	1	Per each pump unit, plus 3 per each service stall, plus 1 per each employee at peak shift, plus 1 per each 150 sq. ft. of floor area devoted to retail sales and customer service
Automobile service stations without convenience store	1	Per each pump unit, plus 3 per each service stall, plus 1 per each employee at peak shift
Car washes (automatic)	1	Per 200 sq. ft. of floor area of customer waiting and service areas, plus 1 per each vacuum station, plus 1 per each employee at peak shift, plus stacking spaces required per § 154.181
Car washes (self-serve)	1	Per each wash stall, plus 1 per each vacuum station, plus 1 per each employee

		at peak shift, plus stacking spaces required per § 154.181
Sales of automobile, boats, mobile homes, farm machinery, and other vehicles	1	Per each 200 sq. ft. of showroom floor area, plus 1 per each employee at peak shift, plus 1 per each service stall
<b>General Commercial Uses</b>		
Bars/lounges	1	Per each 3 persons based upon the maximum occupancy load as established by Fire and/or Building Codes, plus 1 per each employee at peak shift
Convenience stores and video stores	1	Per 150 sq. ft. of floor area
Fast-food restaurants	1	Per each 125 sq. ft. of floor area, plus 1 per each employee at peak shift, plus stacking spaces required per § 154.181
Garden stores and nurseries, farm supply and feed stores, building material sales	1	Per each 800 sq. ft. of floor area
Grocery stores, drugstores, and other self-serve retail establishments	1	Per 150 sq. ft. of floor area
Lodging facilities	1	Per each guest bedroom, plus 1 per employee at peak shift, plus amount required for accessory uses, such as a restaurant or cocktail lounge
Movie theaters	1	Per each 4 seats based on the maximum seating capacity, plus 1 per each employee at peak shift
Planned shopping center	1	Per 200 sq. ft. of floor area for the first 15,000 sq. ft., plus 1 per 250 sq. ft. of floor area in excess of 15,000 sq. ft.
Retail sale of furniture, appliances, hardware	1	Per each 150 sq. ft. of floor area, plus 1 per each employee at the peak shift
Retail stores, not specifically enumerated herein	1	Per each 150 sq. ft. of floor area specified herein
Standard restaurants	1	Per each 3 seats, based on maximum occupancy per Building Code, plus 1 per each employee at peak shift
<b>Industrial Uses</b>		
Contractors office	1	Per each employee at peak shift
Industrial or manufacturing	1	Per each employee at peak shift, or 1 per each 800 sq. ft. of floor area (whichever is

establishments		greater)
Self-storage facilities	1	Per each employee at peak shift, plus 1 per each 250 sq. ft. of office area
Warehouses and storage buildings	1	Per each employee at peak shift, or 1 per each 2,000 sq. ft. of floor area (whichever is greater)
<b><i>Institutional Uses</i></b>		
Child care center or nursery schools	1	Per each 5 students, plus
Churches/other institutions for religious worship	1	Per each 3 seats based on maximum seating capacity in the main place of assembly therein, as established by Fire and/or Building Codes
Day care homes	1	Per each employee and/or caregiver
Elementary and middle schools	1	Per each teacher, plus 1 per each 25 students, plus 1 per each employee at peak shift, plus 1 per 3 seats for auditoriums, stadiums, and the like
High schools, trade schools, colleges, and universities	1	Per each teacher, plus 1 per each 10 students, plus 1 per each employee peak shift, plus 1 per three seats for auditoriums, stadiums, and the like
Hospitals	1	Per each 4 beds, plus 1 per staff doctor, plus 1 per each employee at peak shift
Libraries and museums	1	Per each 500 sq. ft. of floor area
Nursing homes, <b>assisted living facilities</b> , and convalescent centers	1	Per each 5 beds, plus 1 per each staff doctor, plus 1 per each employee at peak shift
Private clubs and lodges	1	Per each 3 individual members allowed within the maximum occupancy load as established by Fire and/or Building Codes
Stadiums, sports arenas, and auditoriums	1	Per each 3 seats based on maximum seating capacity per Building Code
<b><i>Office and Service Uses</i></b>		
Banks	1	Per each 200 sq. ft. of floor area, plus stacking spaces required per § 154.181
Barber and beauty shops	3	Per each chair
Business and professional offices	1	Per each 200 sq. ft. of floor area
Funeral home or mortuary	1	Per 50 sq. ft. of floor area
Laundromats	1	Per 2 wash machines
Medical and dental office	1	Per each 150 sq. ft. of floor area
Photographic studios; watch, clothing, and shoe	1	Per 250 sq. ft. of floor area

repair; and similar personal service establishments		
<b>Recreational Uses</b>		
Bowling alleys	4	Per bowling lane, plus 1 per employee at peak shift, plus amount required for accessory uses such as a restaurant or cocktail lounge
Community building	1	Per each 3 seats based on the maximum occupant load per the Building Code
Golf course, open to the general public	5	Per each hole, plus 1 per each tee of driving range, plus 1 per each employee at peak shift, plus amount required for accessory uses such as a restaurant or cocktail lounge
Private country club, swim or golf clubs, fitness center, or other similar uses	1	Per each 2 memberships, plus 1 per each employee at peak shift, plus amount required for accessory uses such as a restaurant or cocktail lounge
<b>Residential Uses</b>		
Adult foster care homes	1	Per each 3 beds, plus 1 per each employee at peak shift
Elderly housing	1	Per each dwelling unit, plus 1 per each 10 dwelling units, plus 1 per each employee at peak shift
Mobile home parks	2	Per each trailer unit, plus 1 per each 3 dwelling units, plus 1 per each employee at peak shift
Townhouses, three-family dwellings, and multiple-family dwellings	2	Per each dwelling, plus 1 per each 10 dwelling units
Single- or two-family dwelling	2	Per each dwelling unit

*Wade Trim Commentary: This amendment clarifies the off-street parking needed for assisted living facilities, townhouses, and three-family dwellings.*

(Ord. 285, passed 12-8-2003) Penalty, see § 154.999

§ 154.179 OFF-STREET PARKING LOT DESIGN AND CONSTRUCTION.

(A) The construction of any parking lot shall be in accordance with the requirements of the provisions of this chapter and completed before a certificate of occupancy is issued.

(B) Unless incorporated in a site plan, prepared and approved in accordance with § 154.024, plans for the development of any parking lot must be submitted to the Zoning

(b) Street crossings. Where it is necessary for the pedestrian access to cross maneuvering aisles or internal roadways, the crossings shall emphasize and place priority on pedestrian access and safety. The pedestrian crossings must be well marked using such pavement treatments, signs, striping, signals, lighting, pedestrian safety islands, landscaping, and other traffic calming techniques.

(Ord. 285, passed 12-8-2003) Penalty, see § 154.999

#### § 154.184 OUTDOOR STORAGE OF RECREATION VEHICLES.

In all residential districts, a recreational vehicle may be parked or stored subject to the following conditions.

(A) Storage or parking shall not be permitted on vacant lots or parcels.

(B) Unless within a completely enclosed building, a recreational vehicle shall be parked or stored in one of the following manners:

(1) Within the side or rear yard, but no closer than five feet from any side or rear lot line; or

(2) In those instances where the side or rear yard is not accessible or has insufficient clearance for the passage of a recreational vehicle, the Zoning Administrator may allow the parking or storage of a recreational vehicle in the front yard. In those instances where a recreational vehicle is to be parked or stored in a front yard, only the driveway portion of such yard shall be utilized and in no instance shall such recreational vehicle be parked or stored in a manner which obstructs pedestrian or vehicular visibility.

(C) No recreational vehicle shall be used for living, sleeping, or housekeeping purposes on the premises, except for occasional living purposes to accommodate visitors not to exceed a maximum period of two weeks.

(D) No recreational vehicle shall be stored on a public street or right-of-way or private road easement.

(E) A recreational vehicle stored outside shall be in a condition for the safe and effective performance of its intended function.

(Ord. 285, passed 12-8-2003) Penalty, see § 154.999

#### NONCONFORMING USES, STRUCTURES, AND LOTS

##### § 154.195 INTENT.

Certain existing lots, structures, and uses of lots and structures were lawful before this chapter was adopted, but have become nonconformities under the terms of this chapter

and its amendments. It is the intent of this chapter to permit such nonconformities to remain until they are discontinued or removed, but not to encourage their survival or, where discontinuance or removal is not feasible, to gradually upgrade such nonconformities to conforming status. Nonconformities shall not be enlarged, expanded, or extended, except as provided herein, and shall not be used as grounds for adding other structures and uses of lots and structures which are prohibited. Nonconformities are declared by this chapter to be incompatible with the structures and uses permitted in the various districts.

(Ord. 285, passed 12-8-2003)

#### § 154.196 NONCONFORMING LOTS.

(A) In any district in which single-family dwellings are permitted, notwithstanding limitations imposed by other provisions of this chapter, a single-family dwelling and customary accessory buildings may be erected on any single lot of record at the effective date of adoption or amendment of this chapter. This provision shall apply even though such lot fails to meet the requirements for area or width, or both, that are generally applicable in the district; provided that yard dimensions and other requirements not involving area or width, or both, of the lots shall conform to the regulations for the district in which such lot is located.

(B) If two or more lots or combinations of lots and portions of lots with continuous frontage in single ownership are of record at the time of passage or amendment of this chapter, and if all or part of the lots do not meet the requirements for lot width and area as established by this chapter, the lands involved shall be considered to be an undivided parcel for the purpose of this chapter, and no portion of said parcel or lot shall be used or sold which does not meet lot width and area requirements established by this chapter, nor shall any division of the parcel or lot be made which leaves remaining any parcel or lot with width or area below the requirements stated in this chapter.

(Ord. 285, passed 12-8-2003) Penalty, see § 154.999

#### § 154.197 NONCONFORMING USES OF LAND.

Where, at the effective date of adoption or amendment of this chapter, lawful use of land exists that is made no longer permissible under the terms of the chapter as enacted or amended, such use may be continued, so long as it remains otherwise lawful, subject to the following provisions.

(A) No such nonconforming uses shall be enlarged or increased, or extended to occupy a greater area of land than was occupied at the effective date of adoption or amendment of this chapter.

(B) No such nonconforming use shall be moved in whole or in part to any other portion of the lot or parcel occupied by such use at the effective date of adoption or amendment of this chapter.

(C) If such nonconforming use of land ceases operation for more than six consecutive months, or for 18 months during any three-year period, any subsequent use of such land shall conform to the regulations specified by this chapter for the district in which such land is located.

(Ord. 285, passed 12-8-2003) Penalty, see § 154.999

#### § 154.198 NONCONFORMING STRUCTURES.

Where a lawful structure exists at the effective date of adoption or amendment of this chapter that could not be built under the terms of this chapter by reason of restrictions on area, lot coverage, height, yards, or other characteristics of the structure or its location on the lot, such structure may be continued so long as it remains otherwise lawful, subject to the following provisions.

(A) No such structure may be enlarged or altered in a way which increases its nonconformity.

(B) Should such structure be destroyed by any means to an extent of more than 50% of replacement value at the time of destruction, it shall not be reconstructed except in conformity with the provisions of this chapter.

(C) Should such structure be moved for any reason for any distance whatever, it shall thereafter conform to the regulations for the district in which it is located after it is moved.

(Ord. 285, passed 12-8-2003) Penalty, see § 154.999

#### § 154.199 NONCONFORMING USES OF STRUCTURES AND LAND.

If a lawful use of a structure, or of structure and land in combination, exists at the effective date of adoption or amendment of this chapter that would not be allowed in the district under the terms of this chapter, the lawful use may be continued so long as it remains otherwise lawful, subject to the following provisions.

(A) No existing structure devoted to a use not permitted by this chapter in the district in which it is located shall be enlarged, extended, constructed, reconstructed, moved, or structurally altered except in changing the use of the structure to a use permitted in the district in which it is located.

(B) Any nonconforming use may be extended throughout any interior part of a building which was manifestly arranged or designed for such use, and which existed at the time of adoption or amendment of this chapter, but no such use shall be extended to occupy any land outside such building.

(C) Any structure, or structure and land in combination, in or on which a nonconforming use is superseded by a permitted use, shall thereafter conform to the regulations pertaining to the uses permitted in the district in which such structure is located, and the nonconforming use may not thereafter be resumed. Section 154.198 of this section shall apply to any nonconformity relating to the structure(s).

(D) If such nonconforming use of land ceases operation for more than six consecutive months, or for 18 months during any three-year period, any subsequent use of such land shall conform to the regulations specified by the ordinance pertaining to the uses permitted in the district in which such land is located. Structures occupied by seasonal uses shall be excepted from this provision only so long as seasonal uses shall continue.

(E) Where nonconforming use status applies to a structure and premises in combination, removal or destruction of the structure shall eliminate the nonconforming status of the land.

(F) (1) If no structural alterations are made, any nonconforming use of structure, or structure and premises, may be changed to another nonconforming use of the same or a more restricted classification provided that the Board of Appeals, either by general rule or by making findings in the specific case, shall find that the proposed use is equally appropriate or more appropriate to the district than the existing nonconforming use.

(2) In permitting such change, the Board of Appeals may require appropriate conditions and safeguards in accord with the purpose and intent of this chapter.

(3) Where a nonconforming use of a structure, land, or structure and land in combination is hereafter changed to a more restrictive classification, it shall not thereafter be changed to a less restricted classification.

(Ord. 285, passed 12-8-2003) Penalty, see § 154.999

#### § 154.200 REPAIRS AND MAINTENANCE.

(A) On any building devoted in whole or in part to any nonconforming use, work may be done in any period of 12 consecutive months on ordinary repairs, or on repair or replacement of nonbearing walls, fixtures, wiring, or plumbing to an extent not exceeding 50% of the replacement value of the building, provided that the cubic content of the building as it existed at the time of passage or amendment of this chapter shall not be increased.

(B) (1) A nonconforming structure, nonconforming portion of a structure, or a structure containing a nonconforming use which is physically unsafe or unlawful due to lack of repairs and maintenance, as determined by the Building Official may be restored to a safe condition.

(2) Where enlargement or structural alternation is necessary to allow compliance with health and safety laws or ordinances, the cost of such work shall not exceed 25% of the structure's fair market value, as determined by the assessor at the time such work is done. (Ord. 285, passed 12-8-2003) Penalty, see § 154.999

§ 154.201 USES ALLOWED AS SPECIAL APPROVAL USES, NOT NONCONFORMING USES.

Any use for which special approval is permitted as provided in this chapter shall not be deemed a nonconforming use, but shall without further action be deemed a conforming use in such district.

(Ord. 285, passed 12-8-2003) Penalty, see § 154.999

§ 154.202 CHANGE OF TENANCY OR OWNERSHIP.

A change of tenancy, ownership, or management of any existing nonconforming uses of land, structures, and premises is permitted provided no change in the nature or character of such nonconforming uses occur except in conformity with the provisions of this chapter.

(Ord. 285, passed 12-8-2003) Penalty, see § 154.999

§ 154.203 SINGLE FAMILY DWELLING AS A NONCONFORMING USE.

Notwithstanding any of the requirements outlined in Sections 154.195 through 154.202 above, an existing, lawfully established single family dwelling and customary accessory structures located in a non-residential zoning district may be repaired, structurally altered, or replaced if destroyed, provided that:

(A) Such work shall conform to all applicable standards of this chapter as if the property and use were located in the single family residential zoning district (R-1, R-2 or R-3) most similar in terms of the minimum lot width and area requirements to the size of the subject lot.

(B) The use, dwelling, and accessory structures shall be maintained in conformance with all other applicable federal, state, and local laws, ordinances, regulations and rules.

*Wade Trim Commentary: The City Council requested this exception to be included for nonconforming single family dwellings within non-residential zoning districts so that they can be rebuilt if destroyed.*

*Note: The possibility of a nonconforming commercial building being rebuilt if destroyed was also discussed during the City Council Study Session. We did not include a provision to this effect in this draft of zoning amendments. It is our opinion that, if a nonconforming commercial use in a residential zoning district was destroyed, the property owner should be required to seek a rezoning to a commercial district. This would allow for input from neighboring property owners during a public hearing and the City Council could approve or deny the rezoning request on a case-by-case basis.*

## City of Linden Table of Residential Uses

Key: P = Principal Use    SLU = Special Land Use

**With proposed changes noted in red**

March 12, 2026 DRAFT

Uses	R-1	R-2	R-3	R-4	R-5	LS	GC	CBD	LI	Requirements
Single-family dwellings	P	P	P	P						
Two-family dwellings	SLU	SLU	SLU	P	SLU					
Three-family dwellings				SLU						
Townhouses				SLU						Sec. 154.100
Multiple-family dwellings				P SLU						
Multiple-family dwellings on the second floor and above								P		
Joint working and living quarters (work/live unit)						SLU	SLU			Sec. 154.099
Mobile home parks					P					Sec. 154.088
Elderly housing				P SLU						
Bed and breakfast establishments			SLU		SLU					Sec. 154.097
Family day care homes	P	P	P	P						
Group day care homes	SLU	SLU	SLU	SLU	SLU					Sec. 154.089
Day care centers	SLU	SLU	SLU	SLU	SLU	SLU	SLU			Sec. 154.089
Adult foster care small group homes (6 people or less)	P	P	P	P						
Adult foster care family homes	P	P	P	P						
Adult foster care small group homes (6-12 people)	SLU	SLU	SLU	SLU	SLU					Sec. 154.090
Adult foster care large group homes	SLU	SLU	SLU	SLU	SLU					Sec. 154.090
Adult foster care congregate facilities				SLU	SLU					Sec. 154.090
Nursing homes, assisted living facilities, and convalescent centers				SLU	SLU					

POLICE DEPARTMENT MONTHLY ACTIVITY REPORT  
CITY OF LINDEN

February 2026

COMPLAINTS

Larceny 1  
M.D.O.P. 0  
Juvenile Runaway 0  
Juvenile Activities 0  
Assaults 0  
Breaking & Entering 0  
Domestic Violence 0

POLICE ASSISTS To From

Argentine 2 0  
Co. Sheriff 8 3  
MI State Police 0 0  
Fenton City 0 0

RADIO CALLS- 84

ALL OTHER ARRESTS

Warrants 2  
Felony Arrests 0  
Misdemeanor Arrests 6  
Lodged In Co. Jail 2

BUSINESS CHECKS- 591

MEDICAL ASSISTS- 10

VACATION CHECKS- 26

TRAFFIC

Accidents  
Property Damage 1  
Injuries 0  
Hit&Run 1  
  
Radar 39  
  
Other  
Passing 0  
Exp & Susp License 2  
Exp & Improper Plates 12  
No Proof of Insurance 9  
Seat Belts 1  
O.U.I.L. (O.U.I.D.) 0  
Disobey Traffic Signal 0  
Defective Equipment 0  
Warnings 59

NON TRAFFIC CITATIONS

Stolen Vehicle 0  
Recovered Vehicle 0  
Minors in Possession- Alcohol 0  
Parking 7  
Possession- Narcotics 0  
Reckless/Careless Driving 0  
Loud Music 0  
Ordinance Violation 0

Chief Scott D. Sutter

City of Linden Police Department Code Enforcement

CODE ENFORCEMENT		
Date:02/04/2026	Adress:404 Saddlebrook	Violation(s) Yes: or No:
Comments/Actions taken: Officer located off the street parking issue. Officer made contact with the owner and the issue was taken care of. CLOSED		

Date:02/04/2026	Adress: 464 Saddlebrook	Violation(s) Yes: or No:
Comments/Actions taken: Officer saw a vehicle parked on the lawn. Officer made contact with the owner. The Owner stated her husband had the keys to the car and was out of town for the day. The issue was taken care of on 02/05/2026 CLOSED		

Date:02/05/2026	Adress:132 E. Broad St.	Violation(s) Yes: or No:
Comments/Actions taken: Officer saw a vehicle parked in the restricted area. Made contact with the owner and the vehicle was removed. CLOSED		

Date: 02/09/2026	Adress: Fairview Cemetery	Violation(s) Yes: or No:
Comments/Actions taken: Officer located and Ordinance Violations for leash law infraction. Officer made contact with the pets owner and the issue was taken care of. Warning issued. CLOSED		

Date: 02/07/2026	Adress: Bridge and Hamrick	Violation(s) Yes: or No:
Comments/Action taken: EGV 5613 Vehicle parked in roadway overnight. A warning was left on the vehicle and the officer located the owner on 02/08/2026. Warning issued. CLOSED		

City of Linden Police Department Code Enforcement

CODE ENFORCEMENT		
Date:02/20/2026	Adress:214 Murphy	Violation(s) Yes: or No:
Comments/Actions taken: ENV 279 Parking violation on the roadway. Officer made contact with the owner and the vehicle was removed. CLOSED		

Date:02/21/2026	Adress: 100 N. Bridge St.	Violation(s) Yes: or No:
Comments/Actions taken: EGV5810 vehicle parked on roadway in violation of local ORD. Officer made contact with the driver and the vehicle was removed. CLOSED		

Date: 02/21/2026	Adress:200 N. Bridge St.	Violation(s) Yes: or No:
Comments/Actions taken: EXK 9356 vehicle parked on the roadway in violations of local ORD. Officer made contact with owner and vehicle was removed. CLOSED		

Date: 02/06/2026	Adress: 300 blk of Hickory	Violation(s) Yes: or No:
Comments/Actions taken: Officer located a vehicle parked in the roadway. Officer located driver and had the vehilce removed. CLOSED		

Date:	Adress:	Violation(s) Yes: or No:
Comments/Action taken:		

### **Chief's Notes**

We responded to a total of 33 calls for the month of February with 11 of them being EMS. Other calls consisted of 11 lift assist, 4 fire alarms, 1 gas odor investigation, 1 ped PI accident, 1 misc. fire and 4 assist for mutual aid.

As you can see our lift assist call type continues to keep us busy. We used our new battery-operated lift chair on a few of the calls, it worked well.

As always if you have any questions, you can call me directly or email any concerns or comments.

Respectfully submitted,

Brian Will

## **APPARATUS AND EQUIPMENT**

E12- No report or repairs

E11- No report or repairs

R16- No report or repairs

U-17- No report or repairs

## **Fire Station**

No report

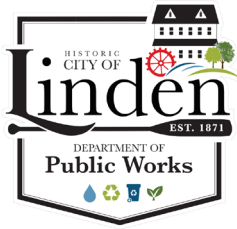
## **Training**

We conducted 2 training sessions this month as usual. Our first session was a second part to fighting basement fires. We visited a nearby new construction house and looked at what building materials were being used in today's new homes. We went over strategies on attacking these types of fires the safest and most effective way.

Our second session was using a live prop of several sprinkler system heads. While they were flowing water, we had to use specialized tools to get the water flow shut off to reduce damage from an active sprinkler head. It was very wet while do this training but necessary training for everyone to be familiar on how to do it.

## **Personnel**

No report



# DEPARTMENT OF PUBLIC WORKS

## Memorandum

To: Ellen Glass, City Manager  
From: Don Grice, Director of Public Works  
Date: March 16, 2026  
Re: DPW Monthly Report to Council

In addition to routine responsibilities, the Department of Public Works has accomplished the following over the past month.

- Received and staked out over 151 Miss Dig tickets throughout the community.
- Dispense 7+ tons of cold- patch on surface roads and parking lots.
- Work with residents on leak detections/pressure tests.
- Change out water meters as needed.
- Loose Center work:
  - Daily cleaning (M-F).
  - Assist with table and chair set ups.
  - Install bookshelves in annex.
- Work with contractors, engineers, and architects on Mill Building Project.
  - Tuckpointing on existing stone foundation is complete.
  - Interior removal of hazardous materials is currently underway and should be completed this week. Once complete, general interior construction can begin.
  - The foundation work on the riverside is nearly complete. The contractor has begun to on foundations for the internal stair tower.



- Prepare bid for small asphalt roadway repairs.
- Meet with Genesee County to discuss Phase IV of the Southern Lakes Water Main Extension Project.
- Reprogram sewer pump laser switch at Byram Lake Pump station.
- Repair gas leak on emergency standby generator at Byram Lake station.
- Host GIS training for DPW staff.

Respectfully submitted,

Don Grice



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To: Ellen Glass, City Manager

From: Tessa Sweeney, Director of Senior Services & Community Engagement

Date: March 16, 2026

Re: Loose Monthly Report to Council-March 2026

In addition to our routine programming, please see the following updates from the past month:

- **Facility & Operations:**

- The book nook is up and filling up with book donations. A volunteer has been recruited to organize and manage the books and puzzles.
- Staff has been working on adding an access point to the annex area for stronger Wi-Fi connections.
- The Wii has been brought out of storage and is available for play during select hours. We have already heard that some other centers have a group that plays Wii bowling and they are looking to include Loose in their rotation.
- Ellen and I met with individuals who submitted public comment cards at the last council meeting and requested follow-up. These conversations allowed individuals to speak directly with staff regarding their comments. Most, if not all, left feeling heard and appreciative that staff opened the door for dialogue.
- Coffee and Conversations with the Director has been promoted in the newsletter and posted throughout the center.
- Gwen and I met with individuals interested in volunteering and becoming more involved at Loose. Approximately 15 people attended.
- Loose hosted the Senior Winter Games at the Linden Multi-Purpose Center on February 17. We had 7 teams participate in men's and women's pickleball, along with approximately 40 participants in the walking event. Attendees and directors provided very positive feedback about the facility and the events.
- Hall A projector and DVD player are no longer working. We have begun collecting and reviewing quotes for updating both Halls equipment.
- The Drums Alive class has been a very popular class, we will be adding another class starting on Wednesdays, April 22.
- To address the public comment cards from 3/17/2026:
  - Since the city took over management of the facility, a door locking system has been in place. The storage room remains closed and secured.
  - The pool table is currently being stored and remains within the center.
  - The art that was prehistorically hung in the lounge remains.
  - Communications regarding programming at the center are shared via bulletin boards, the in-house TV, Facebook, the website, and the monthly newsletter.

- **Genesee County Senior Services:**

- The Genesee County Board of Commissioners established the Genesee County Senior Services Task Force on a temporary, one-year basis to assess the needs of residents aged 60 and older throughout Genesee County. The Task Force will

make non-binding recommendations to the Board regarding programmatic, service, and budgetary priorities for older adults. Findings will be compiled into a written report supported by both quantitative and qualitative data and presented to the Board of Commissioners by June 1, 2026, with an in-person presentation by July 1, 2026.

- **Community Events & Partnerships:**

- Celtic Event was successful as a catered dinner with 84 attendees.
- **Argentine Care** Soup Lunches have resumed, with 24 attendees at the first event.
- **AARP Tax Program** began providing free tax preparation to approximately 300 people.
- **Mass Transportation Authority:** In response to feedback regarding transportation to the Fenton Library, we partnered with MTA to provide a free shuttle service. There have been no riders to date.
- **Genesee District Library Partnership**  
We are increasing our collaboration with GDL and hope to schedule additional offerings such as:
  - More Cooking with Ming sessions
  - How to Tap a Maple Tree
  - Oddities & Rarities
  - The Wreck of Edmund Fitzgerald
  - Dog Performance Event
  - UFO's Over Michigan

How to Tap a Maple Tree brought in approximately 37-50 people.

- **Travel:**

- Upcoming:
  - Butterflies in Bloom; 9 spots remaining

**Reporting Period:** October 1, 2025- September 30, 2026

**Total visitors: 1412**

Linden/Argentine: 601	Gaines: 31
Fenton City/Township: 522	Goodrich: 0
Flint: 26	Grand Blanc:57
Flushing: 19	Swartz Creek: 56
Byron: 20	Holly: 32
Howell: 10	Other Out of County: 21
Other in County: 17	

Respectfully submitted,  
Tessa Sweeney  
Director of Senior Service & Community Engagement

Attachments:

1. February Activity Report

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X
1	<b>2025/2026 SENIOR MILLAGE</b>															Number of New Senior Participants During This Activity Period:						140		
2																<b>MONTHLY ACTIVITY LOG</b>								
3	Senior Center Name: Loose Senior Center							Month: February 1 through February 28, 2026							Cumulative Number of Unduplicated Senior Participants Year to Date:						1043			
4	Socialization Activities			Education Activities			Health Activities			Nutrition Activities			Transportation Activities			Social Services			Outreach			Volunteerism/Planning		
5	Activity Title	Activity Frequency	# of Senior Persons	Activity Title	Activity Frequency	# of Senior Persons	Activity Title	Activity Frequency	# of Senior Persons	Activity Title	Activity Frequency	# of Senior Persons	Activity Title	Activity Frequency	# of Senior Persons	Activity Title	Activity Frequency	# of Senior Persons	Activity Title	Activity Frequency	# of Units	Activity Title	Activity Frequency	# of Hours of Service
6	Bingo	1	21				Arthritis Exercise 10:30	8	140				Read and Ride-MTA	1	0	Alzheimers Support	1	1				Income tax		38
7	Bus Trip	1	11	Book Club	1	13	Arthritis Exercise 9:15	8	94	Food Pantry	4	93				Ask a Lawyer	1	7				Greeting Cards	3	1
8	Euchre	7	71	Crochet/Knitting	4	13	Beginner Pickleball	4	36	Lunch	19	121				Medicare/Medicaid/MiCafe	4	8				MMAP/MICAFAE	7	13
9	Euchre Tournament	1	18	Jewelry Class	1	3	Beginner Line Dancing	2	19	Community Soup	1	43				Grief Support	2	5				Special Events	1	27
10	Wii	1	3	Happy Stampers	1	3	Blood Pressure	2	3							Puzzles	19	59				Chorus	4	11
11	Mahjong	4	25	Tap A Maple Tree-GDL	1	13	Cardio/Aerobic	7	69							Veteran Support	1	4						
12	Newsletter	19	44	Loose Chorus	4	42	Chair Yoga	8	96							Loan Closet	19	12						
13	Office Visit	19	178	Painting	3	9	Gentle Flow Yoga	11	174							Book Nook	8	3						
14	Out of County Membership	19	1	Quilting	4	9	Foot Doctor	1	19							Income Tax Prparation	4	77						
15	Pinochle	2	14	Wood Carving	2	13	Intermediate Line Dance	2	15															
16	Tax Form pick up	19	31				Massage	2	13															
17	Movie	1	26				Strength & Balance-IVY	4	50															
18	Coffee	19	26				Pickleball	4	46															
19	Comedy Show	1	52				Strength & Balance	4	37															
20	Pinoche	2	9				Drums Alive	4	57															
21	Travel Presentation	1	15				Tia Chi	4	18															
22																								
23																								
24																								
25																								
26	<b>Total Socialization</b>	<b>117</b>	<b>545</b>	<b>Total Education</b>	<b>21</b>	<b>118</b>	<b>Total Health</b>	<b>75</b>	<b>886</b>	<b>Total Nutrition</b>	<b>24</b>	<b>257</b>	<b>Total Transportation</b>	<b>1</b>	<b>0</b>	<b>Total Social Services</b>	<b>59</b>	<b>176</b>	<b>Total Outreach</b>	<b>0</b>	<b>0</b>	<b>Total Volunteer/Planning</b>	<b>15</b>	<b>89</b>



# Loose Annual Report:

January- December 2025



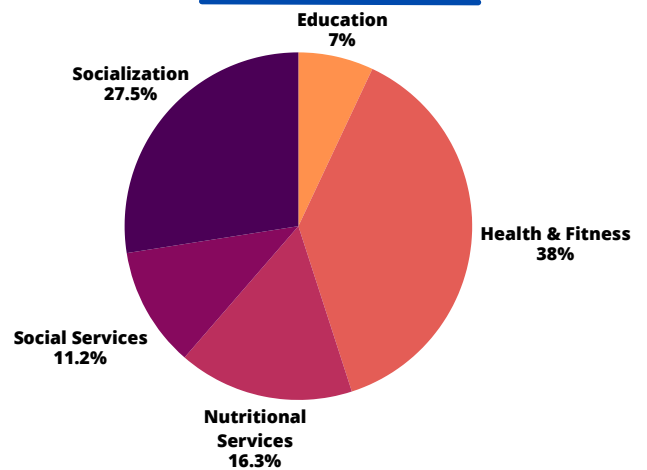
## THE NUMBERS

Linden		<b>813</b>	<b>(40.81%)</b>
Fenton		<b>728</b>	<b>(36.54%)</b>
Swartz Creek		<b>97</b>	<b>(4.86%)</b>
Grand Blanc		<b>78</b>	<b>(3.91%)</b>
Gaines		<b>46</b>	<b>(2.30%)</b>
Holly		<b>48</b>	<b>(2.40%)</b>
Byron		<b>34</b>	<b>(1.70%)</b>
Other		<b>148</b>	<b>(7.42%)</b>

## AGES

55-59	<b>52</b>	<b>(2.6%)</b>
60-64	<b>176</b>	<b>(8.8%)</b>
65-69	<b>347</b>	<b>(17.4%)</b>
70-74	<b>421</b>	<b>(21.1%)</b>
75-79	<b>381</b>	<b>(19.1%)</b>
80-84	<b>282</b>	<b>(14.2%)</b>
Ages Below 55	<b>77</b>	<b>(3.9%)</b>
Ages Over 85	<b>255</b>	<b>(12.8%)</b>
Female	<b>1435</b>	<b>(72%)</b>
Male	<b>557</b>	<b>(28%)</b>

## EVENT STATISTICS



## ATTENDANCE STATS

Total Volume: 29,608  
 Days in Range: 245  
 Average Daily Volume: 120.85

### Weekday Performance Trends

- Tuesday is the highest-performing day, significantly above average
- Wednesday and Thursday remain consistently strong
- Monday shows a slower start to the week
- Friday is the lowest-performing day

## NEW PROGRAMMING

- |               |                      |
|---------------|----------------------|
| Loose Lunches | Linden Shuttle       |
| Walking Club  | Meditation           |
| Drums Alive   | Various GDL Programs |
| Mahjong       | Massage              |



# Loose Annual Report:

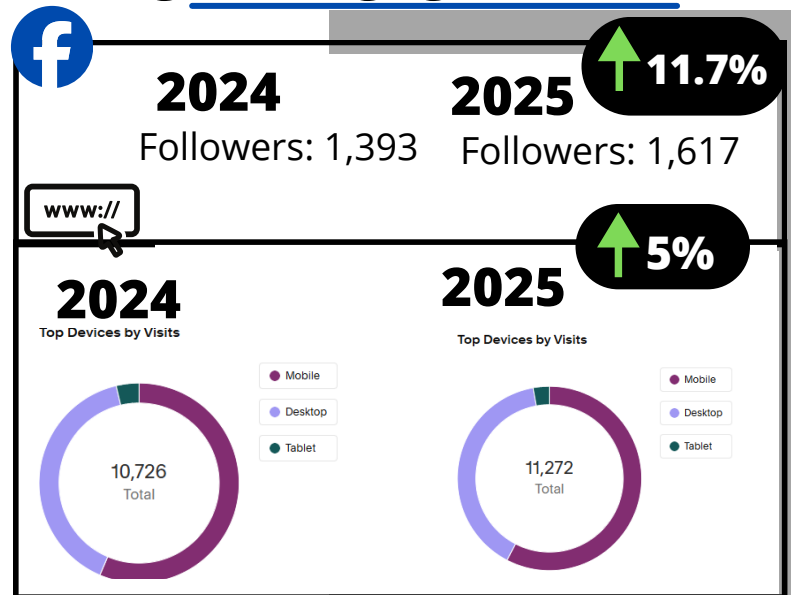
January- December 2025



## PARTNERSHIPS

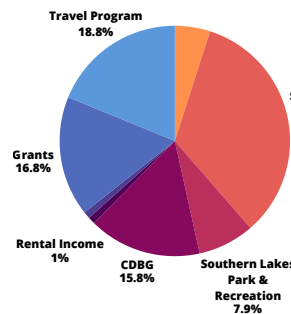
- CITY OF LINDEN
- SOUTHERN LAKES PARK & RECREATION
- FENTON TOWNSHIP
- ADOPT A PET FENTON
- GENESEE DISTRICT LIBRARY
- WISHING WELL THEATER
- SYMPHONY OF LINDEN
- ARGENTINE CARE
- AARP FOUNDATION
- MICHIGAN SECRETARY OF STATE
- LOCKWOOD OF FENTON
- FENTON COMMUNITY GARDEN
- COMMUNITY FOODS PROGRAM
- LINDEN COMMUNITY SCHOOLS
- UNIVERSITY OF MICHIGAN-FLINT
- VALLEY AREA AGENCY OF AGING
- MASS TRANSPORTATION AUTHORITY
- GENESEE COUNTY DEPARTMENT OF SENIOR SERVICES
- MICHIGAN STATE UNIVERSITY EXTENSION
- FENTON & LINDEN CHAMBER OF COMMERCE
- SHIP
- CHARTER OF LINDEN
- LINDEN COMMUNITY GARDEN

## Digital Engagement Data

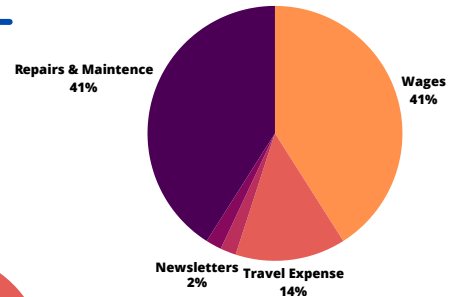


## FUNDING

### Revenue



### Expense



# PROJECTS

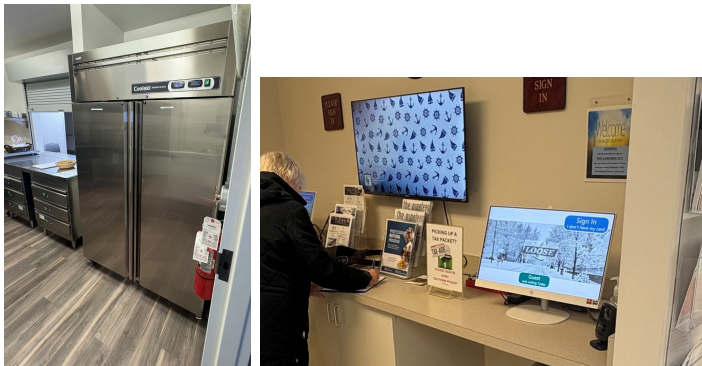
## 2025

### Annex Remodel & Sunroom Removal



Annex Remodel: In 2025, the Sunroom was removed after a failing roof caved in. Later in the year, Loose began annex was remodeled to create a more open and functional floor plan. Improvements included new flooring, a drop ceiling, modest wall construction for bathrooms, and updated cabinetry. This project was made possible through ARPA funding and Fenton Township CDBG funds.

### Capital Assets:



Capital Assets: A new commercial refrigerator was installed to support meal service operations and new computers and TVs were purchased to replace aging equipment.

### Interior & Exterior Improvements



Interior & Exterior Improvements: Hallways and office areas were painted to refresh the space and the parking lot was given a seal coat and new striping. The Department of Public Works revitalized garden beds, and an Eagle Scout project improved the Annex ramp and railings.

### Full Transition to City:



In 2025, Loose Senior Center successfully completed the full transition of services, staff, and operations to the City.





GENESEECOUNTY DEPARTMENT  
OF SENIOR SERVICES

FY 2024-2025

# SENIOR MILLAGE ANNUAL REPORT 2024-2025

AN OVERVIEW OF THE PAST YEAR'S SENIOR  
MILLAGE FUNDING



**GENESEECOUNTY**  
DEPARTMENT OF SENIOR SERVICES

LYNN M. RADZILOWSKI, DIRECTOR



# 2024-2025 BOARD OF COMMISSIONERS

District 1 - Delrico J. Loyd,  
Chairperson

District 2 - Charles H. Winfrey,  
Human  
Services Chairperson

District 3 - Gary L. Goetzinger

District 4 - Dr. Beverly Brown

District 5 - James Avery

District 6 - Shaun Shumaker

District 7 - Martin L. Cousineau

District 8 - Dale K. Weighill

District 9 - Brian K. Flewelling



# MISSION AND PURPOSE

The Genesee County Department of Senior Services is dedicated to improving the health, safety, and quality of life for seniors in Genesee County. The department oversees the senior millage dollars to area senior centers and contracted senior services providers to ensure quality services and programming for the senior citizens of Genesee County.

The 2025-2026 Genesee County Senior Millage is projected to fund over \$9 million in programming and services to Genesee County senior citizens 60 and better.

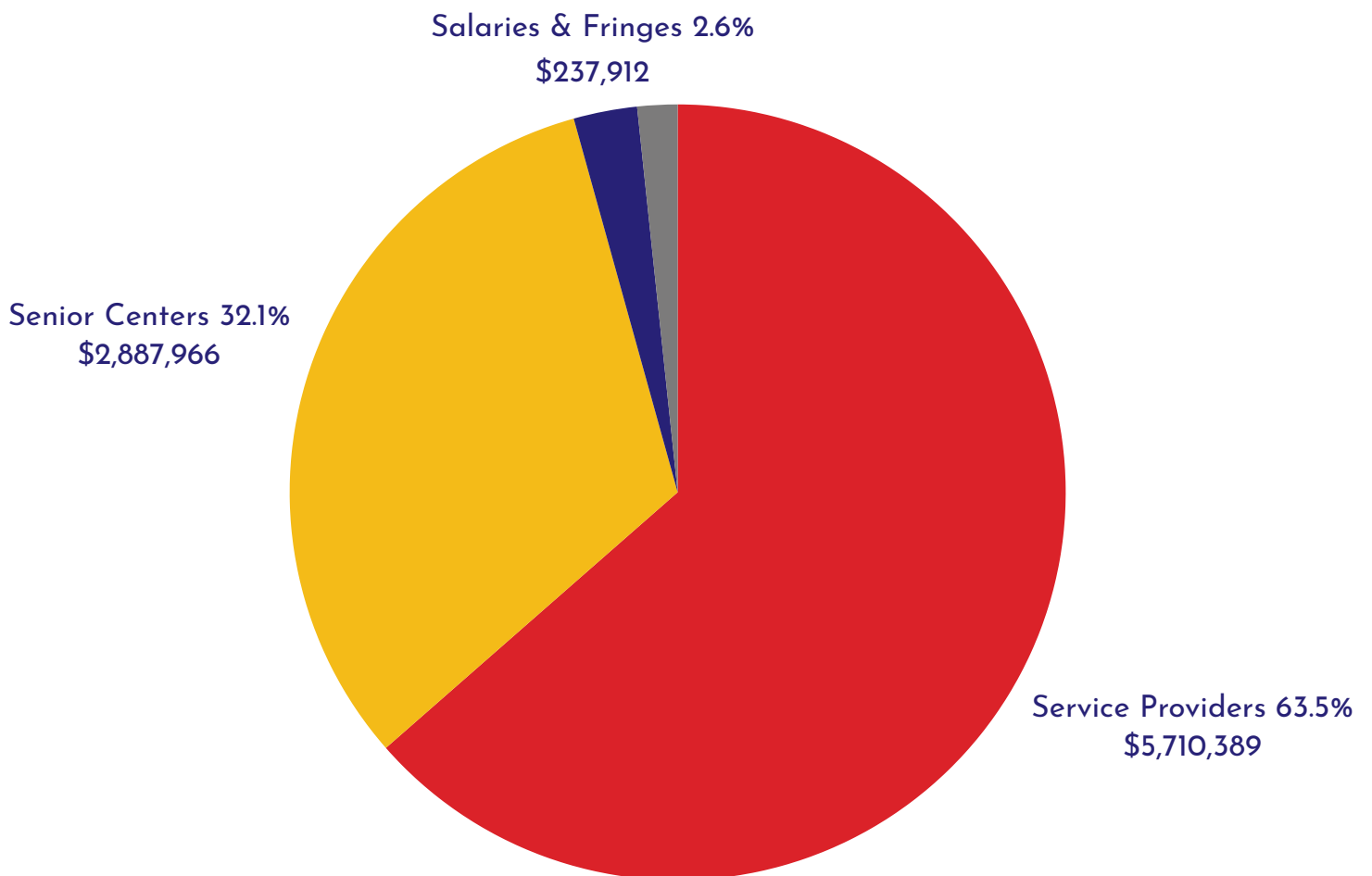


# 2024-2025 FUNDING EXPENDITURES

## Actual Expenditures

\$8,986,368.65

- Service Providers 63.5%
- Senior Centers 32.1%
- Salaries & Fringes 2.6%
- Admin/Other Governmental Charges 1.7%

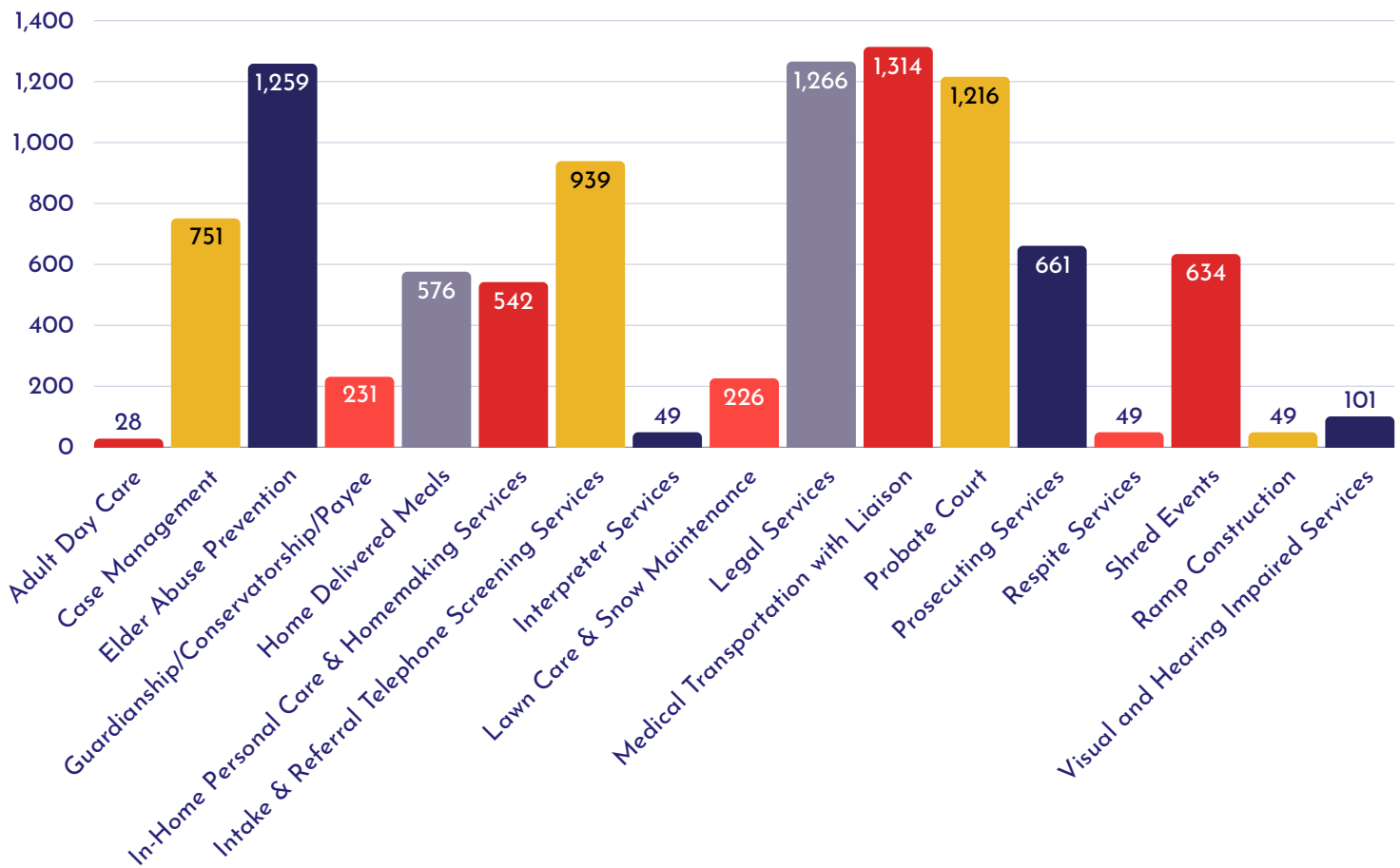


# SERVICE PROVIDER STATISTICS

A service provider is an individual or organization that offers services designed to support older adults (seniors) in maintaining their health, safety, independence, and quality of life.

**Genesee County senior service providers were allocated \$6,020,565 this fiscal year.**

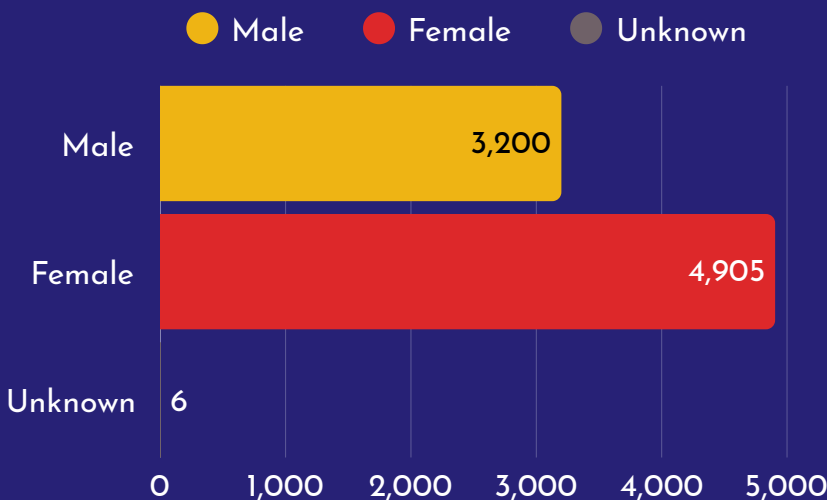
Number of seniors served



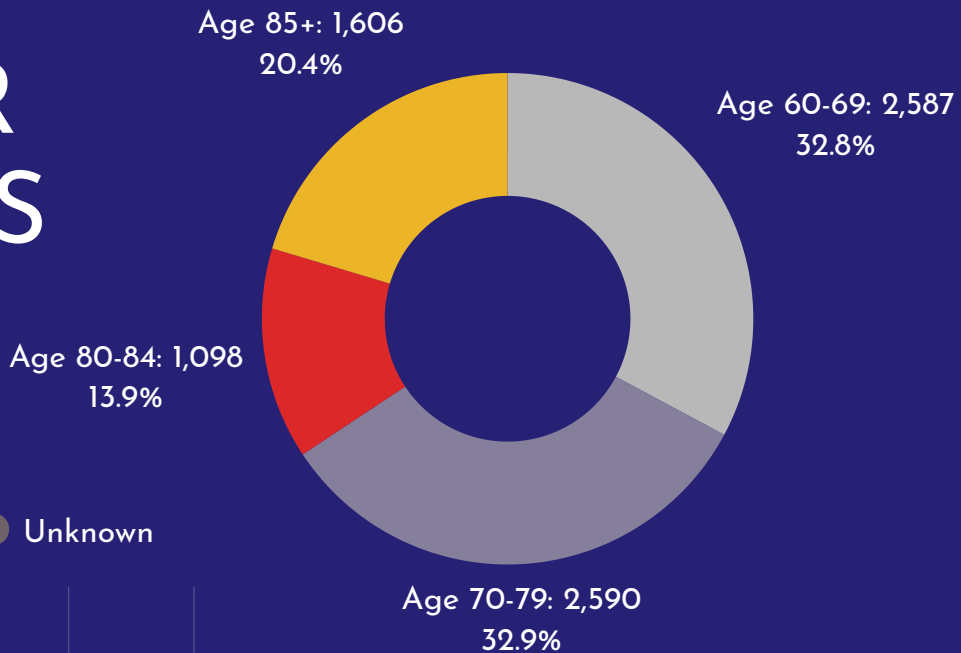


# SERVICE PROVIDER STATISTICS

## Gender



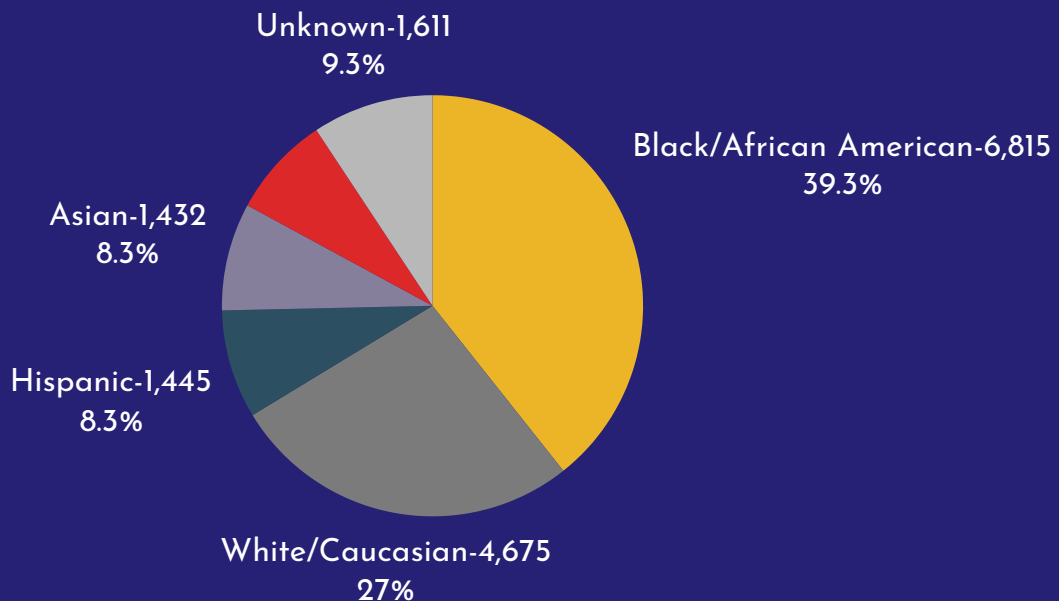
## Age



\*The numbers may vary due to birth and death dates

## Race/Ethnicity

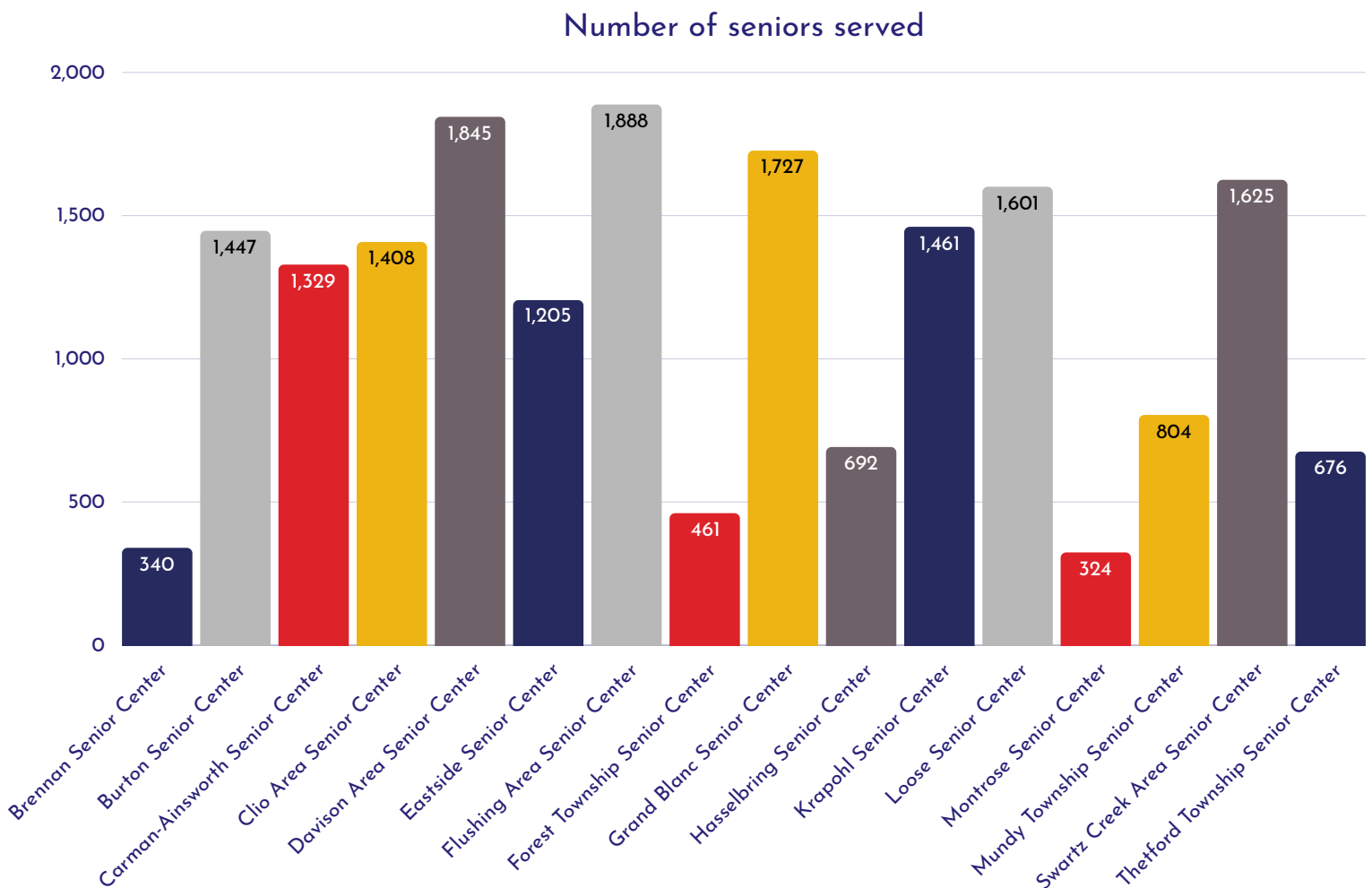
A senior service provider focuses on caring for each person in the setting that fits them best while respecting their needs, background, comfort level, and independence.



# SENIOR CENTER STATISTICS

There are 16 senior centers located throughout Genesee County. Operations are partially or fully funded by senior millage. In 2024-2025, a total of \$2,890,838 of the senior millage funding was allocated to these senior centers, and 13,917 unduplicated seniors utilized these centers.

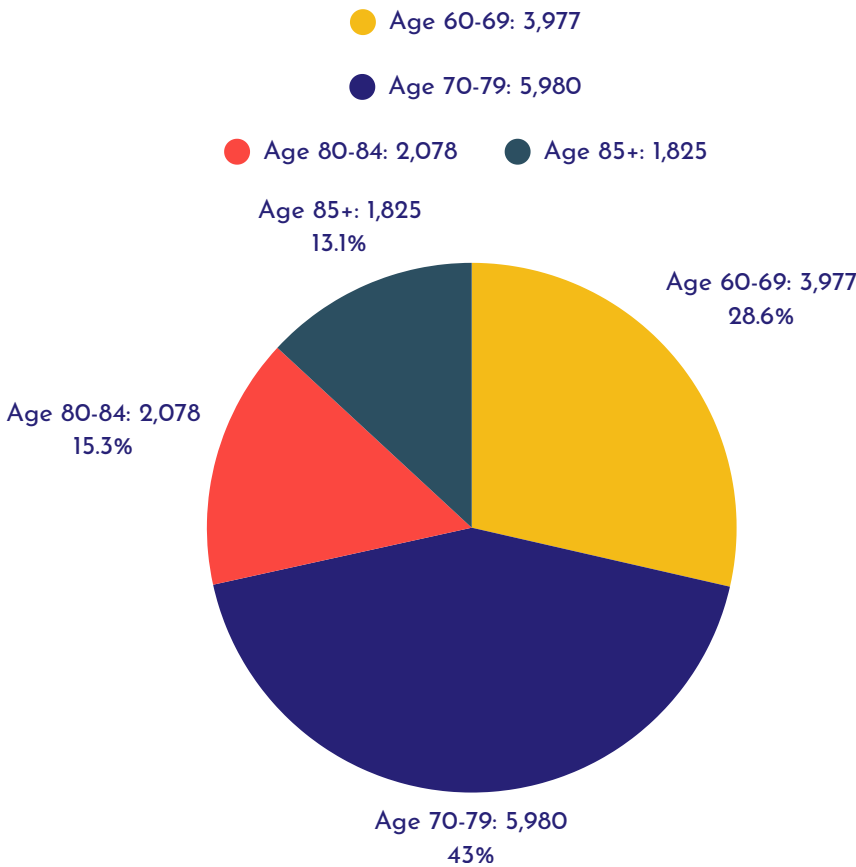
Services provided by Senior Centers include, but are not limited to: Education, Health, Nutrition, Transportation, Social Services, Outreach, Socialization, Support Group, Legal Services, and Health Screening.





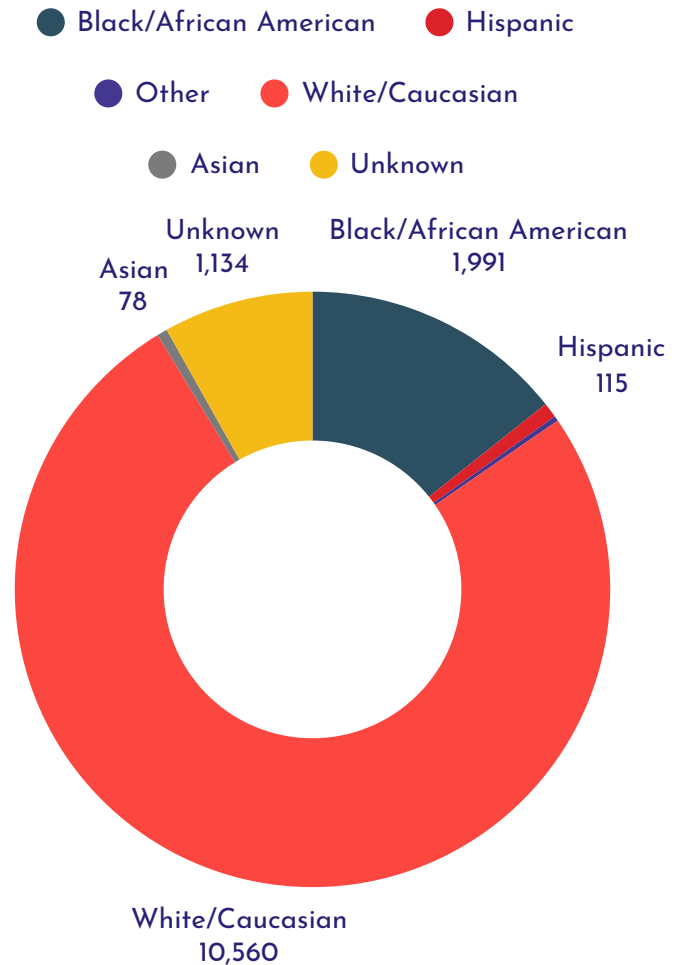
# SENIOR CENTER STATISTICS

## Age

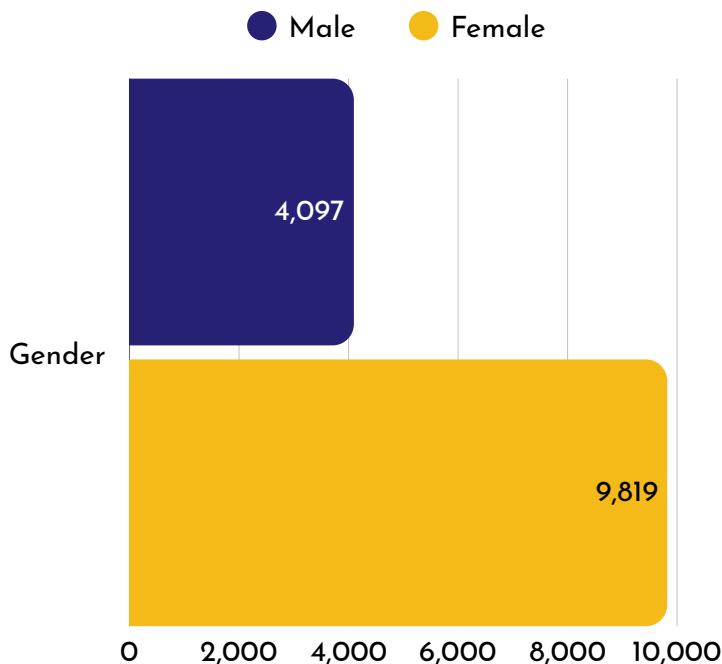


A senior center is a community facility that provides programs, services, and social activities for older adults, typically ages 55 and up. These centers are designed to support healthy aging, social connection, and overall well-being.

## Race/Ethnicity



## Gender





**The Department of Senior Services would like to thank the following senior centers, service providers, and community partners for their services to our Genesee County seniors.**

Alternative Elderly Care  
Atlas Township - Silver Foxes  
Binson's - Valley Supplemental Staffing Inc.  
Brennan Elm Park Senior Community Corporation  
Burton Senior Center  
Carman-Ainsworth Senior Center Organization  
Clio Area Senior Center  
Communication Access Center for the Deaf and Hard of Hearing  
Davison Area Senior Citizen Activity Center  
Eastside Senior Citizens Association  
Family Service Agency  
Flint Jewish Federation  
Floyd J. McCree Theatre  
Flushing Area Senior Citizens, Inc.  
Forest Township Area Senior Center, Inc.  
Genesee County Board of Commissioners  
Genesee County Commission on Aging  
Genesee County Community Action Resource Department  
Genesee County Geographic Information Systems  
Genesee County Metropolitan Planning Commission  
Genesee County Probate Court  
Genesee County Prosecutors Office  
Genesee County Department of Veteran Services  
Genesee County Sheriff's Office- EAP Team  
Grand Blanc Senior Center  
Hasselbring Senior Center  
Heart of Senior Citizens Services (Krapohl Senior Center)  
Legal Services of Eastern Michigan  
Loose Senior Citizen Center, Inc.  
Michigan Community Services, Inc.  
Michigan Department of Health and Human Services  
Montrose Senior Center  
Mundy Township Senior and Enrichment Center  
Shred Experts  
Smith & Klaczkiwicz, PC  
St. Luke's N.E.W. Life Center  
Swartz Creek Area Senior Citizen Center, Inc  
The Disability Network  
Thetford Senior Center  
Valley Area Agency on Aging

# CLIENT TESTIMONIALS

"Wonderfully kind drivers. The best rider service I ever had."

-Senior Medical Transport Program

"Every driver I have had has been a friendly, helpful person, all of whom I give an A+." -Senior Medical Transport Program

"I was calling you to inform you of the excellent help that you send out. I appreciate this Genesee County Services so much, and the guys have been diligent with bringing me salt and helping me with the shoveling. I have a permanent disability, and so I'm telling you this is a big help. I'll do a commercial for you or anything just to let you all know how I really appreciate Genesee County Senior Services. Have a blessed day." -Lawn and Snow Maintenance Program

"Joel and Mark have a fantastic rapport. Joel is very professional and very attentive to Mark's needs and safety." -Senior Respite Program

"This has been an absolutely positive experience. My husband seems happy and welcomes coming, and that makes me happy too. Wonderful people here!!" -Senior Adult Day Center

"We are very satisfied with attorney Landrum's knowledge of the law, her professionalism, and the time she took to explore and answer all our questions and concerns." -Legal Services for seniors

"I would like to thank all of you who get up at 4:00 in the morning in order to prepare the meals we receive. I've been on the program for many years, and I've never had a bad time. I am a severely disabled veteran. Thank you." -Home Delivered Meals

"I never have any problems. Rick is always here and very helpful and brings me and Lily (dog) food and a treat. Thank you so much for helping me with my dinners." -Home Delivered Meals

"This place is my home. I look forward to it. Sometimes when I'm painful and don't want to come, I get here and feel better being with everyone and exercising. This center saved my life."  
-Carman-Ainsworth Senior Center

"I started coming to Mundy Township Senior & Enrichment Center after my husband passed away in 2022. I needed to be around people and get involved in different activities, and it was a good place to start! I now volunteer there and have met some wonderful people."  
-Mundy Township Senior & Enrichment Center

"Thank you for taking care of me. 😊" -Case management and referral

# IMPACT HIGHLIGHTS

Genesee County Community Action Resource Department delivered 200,322 home-delivered meals to seniors aged 60 and better in FY 2024-2025.



Genesee County Senior Millage served 24,600 seniors in FY 2024-2025.



The Department of Senior Services provides 3 FREE senior confidential document shred events a year. In 2025, 33,000 lbs of confidential documents were shredded and recycled.

The Department of Senior Services provided 115 complimentary Notary Public services to seniors in Genesee County.



Senior Services connected with the community through 35 outreach events across Genesee County.



SENIOR MILLAGE ANNUAL REPORT

FY 2024-2025

# GENESEE COUNTY DEPARTMENT OF SENIOR SERVICES

Lynn M. Radzilowski - Senior Services Director

Allison Gute - Senior Services Specialist  
Breanna Turner - Senior Services Specialist

The Genesee County Department of Senior Services continues to offer information and referral services, personal care items, the Senior Project Fresh program, and notary public services.

Genesee County Administration Building  
324 S. Saginaw St. Suite 7A  
Flint, Michigan 48502  
(810) 424-4478

[ALLSENIORSERVICES@GENESEECOUNTYMI.GOV](mailto:ALLSENIORSERVICES@GENESEECOUNTYMI.GOV)

WEBSITE: [HTTPS://WWW.GENESEECOUNTYMI.GOV/](https://www.geneseecountymi.gov/)



**GENESEE COUNTY**  
DEPARTMENT OF SENIOR SERVICES



FOLLOW  
SENIOR SERVICES  
ON FACEBOOK

"THIS PROGRAM AND/OR SERVICE IS FULLY OR PARTIALLY FUNDED BY GENESEE COUNTY SENIOR MILLAGE FUNDS. YOUR TAX DOLLARS ARE AT WORK."