



PLANNING COMMISSION MEETING AGENDA – November 9, 2021

Mason City Hall, 201 W. Ash Street, Mason, MI
Sycamore Room 1st Floor, 6:30 p.m.

1. **CALL TO ORDER**
2. **CONFIRMATION OF MEMBER ATTENDANCE**
3. **PUBLIC COMMENT**
4. **APPROVAL OF MINUTES**
 - A. Approval of Minutes from the Planning Commission Meeting and Workshop on October 12, 2021.
5. **UNFINISHED BUSINESS**
6. **NEW BUSINESS**
 - A. Resolution 2021-07: Preliminary and Final Site Plan Approval for the development of a new 20 home residential subdivision by James Giguere, Giguere Realty & Development, LLC.
7. **LIAISON REPORT (10.29.21)**
8. **ADJOURNMENT**

**CITY OF MASON
PLANNING COMMISSION MEETING
MINUTES OF OCTOBER 12, 2021
DRAFT**

Howe called the meeting to order at 6:30 p.m. in person at Mason City Hall.

CONFIRMATION OF MEMBER ATTENDANCE

		Present	Absent	Notes
Commissioner	Barna	X		
Commissioner	Bliesener	X		
Council Liaison	Clark	X		
Vice-Chair	Howe	X		
Commissioner	Kirkby	X		
Commissioner	Perrault	X		
Chair	Sabbadin		X	Notice given
Commissioner	Waxman	X		
Secretary	Wren	X		

Also present: Elizabeth A. Hude, AICP, Community Development Director, Thomas DeLaFuente, Youth Advisor

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

MOTION by Clark, second by Waxman, to approve the Planning Commission meeting minutes from August 25, 2021.

VOTE

Yes (8) Barna, Bliesener, Clark, Howe, Kirkby, Perrault, Waxman, Wren

No (0)

Absent (1) Sabbadin

MOTION PASSED

UNFINISHED BUSINESS

- A. Projecting Garage Ordinance Update - Director Hude stated that staff would present an update at the December meeting which would incorporate comments from Commissioners.
- B. Master Plan – Director Hude stated that the joint PC/CC meeting was scheduled for November 16, 6:30-9:30 p.m. and that an outlook appointment would be sent out.

NEW BUSINESS

- A. Brian Rasdale of BAD Brewing Company has Requested Approval of a Final Site Plan for the Expansion of a Microbrewery Business to Include Additional Outdoor Seating and a New Accessory Structure Containing A Kitchen and Two Bathrooms on Property Located At 440 and 448 S. Jefferson Street.

MOTION by Waxman, second by Clark, to approve Resolution 2021-06

DISCUSSION

Commissioner Wren disclosed that the application involves the use of a portion of Kean's but that she does not personally gain financially from the use.

Commissioner Howe disclosed that he does not personally gain financially from the proposal but that he does interact with the applicant through his employer.

Discussion took place and questions were asked to confirm there were no issues with drainage, Usable Floor Area (UFA); the structure is a repurposed shipping container, insulated and meets the building code as a building; the use is not equal to or greater than 15,000 s.f.; a Special Use Permit is required for Outdoor Entertainment and staff will follow up with applicant on this and the additional temporary accessory structures that will be on site. The evaluation on Noise will be part of a future discussion regarding updates to the ordinances, but nothing in the proposal suggests the noise levels will change from the existing levels. The issue of separate and combined Preliminary and Final Site Plan Review will be clarified on a future revision of the application. Some commissioners expressed concerns regarding visibility at Jefferson and Oak due to on-street parking and whether or not there was sufficient parking downtown. Additional questions were asked to confirm staff's report on dumpsters, paint, the four-foot setback on the west property line, and the rock wall.

VOTE

Yes (8) Barna, Bliesener, Clark, Howe, Kirkby, Perrault, Waxman, Wren

No (0)

Absent (1) Sabbadin

MOTION PASSED

LIAISON REPORT

- A. Council Liaison Report - Council Liaison Clark provided an update regarding actions taken at the last City Council meeting on October 4.
- B. City Manager Report was printed in the packet.

Meeting was adjourned at approximately 7:55 p.m. followed by a workshop on the Planning Commission Handbook.

Megan Wren, Secretary

**CITY OF MASON
PLANNING COMMISSION WORKSHOP
MINUTES OF OCTOBER 12, 2021
DRAFT**

Howe called the meeting to order at approximately 8:05 p.m. in person at Mason City Hall.

CONFIRMATION OF MEMBER ATTENDANCE

		Present	Absent	Notes
Commissioner	Barna	X		
Commissioner	Bliesener	X		
Council Liaison	Clark	X		
Vice-Chair	Howe	X		
Commissioner	Kirkby	X		
Commissioner	Perrault	X		
Chair	Sabbadin		X	Notice given
Commissioner	Waxman	X		
Secretary	Wren	X		

Also present: Elizabeth A. Hude, AICP, Community Development Director, Thomas DeLafuente, Youth Advisor

PUBLIC COMMENT

None.

PRESENTATION BY COMMUNITY DEVELOPMENT DIRECTOR HUDE REGARDING PLANNING COMMISSIONER HANDBOOK

Director Hude opened the workshop and briefly discussed the MML handbook provided to each Commissioner. Discussion took place regarding the roles of Commissioners related to plan reviews and site visits. Staff will work to create a webpage containing all PC Handbook Materials in one place, will look for a one-page handout reference for Roberts Rules of Order, and will seek additional information on what constitutes Ex Parte communications.

ADJOURNMENT

Workshop was adjourned at approximately 8:55 p.m.

Megan Wren, Secretary



Staff Agenda Report: November 4, 2021 Planning Commission

AGENDA ITEM 6A:	Resolution 2021-07 James Giguere, Giguere Realty & Development, LLC, is requesting concurrent Preliminary and Final Site Plan Approval for the development of a new 20 home residential subdivision and one common area with a play structure and bench. The subdivision will include paved public streets, public water, public sanitary sewer, and public storm sewer. The new subdivision will be developed on property located north of the intersection of Stratford and Eaton roads, parcel 33-19-10-04-477-001, City of Mason, Ingham Co.
RECOMMENDED ACTION:	Motion to approve Resolution 2021-07 for concurrent approval of a Preliminary and Final Site Plan
PROJECT ADDRESS:	Intersection of Stratford and Eaton roads, parcel 33-19-10-04-477-001, described as PART OF SE1/4 OF SEC 4 T2N R1W CITY OF MASON DESC AS: COM AT S1/4 COR OF SEC 4 – S89d14'20"E ALNG S SEC LN 1456.14 FT – N00d29'E 660 FT TO SE COR OF LOT 64 RAYNER PONDS ESTATES NO 2 & POB – N00d29'E 125 FT – N89d14'20"W 415.28 FT – N00d29'E ALNG E'LY LN OF RAYNER PONDS EST NO 3 390.99 FT – S89d14'20"E 69 FT TO TRAV LN OF POND – ALNG TRAV LN FOLLOWING 6 COURSES: S29d39'28"E 49.01 FT; S70d E 115.3 FT; N87d27'55"E 48.02 FT; N25d06'53"E 143.49 FT; S55d56'23"E 293.62 FT & S89d14'20"E 361.15 FT TO PT BEING S55d E 70 FT FROM WATERS EDGE – S00d45'40"W 171.01 FT – S19d18'29"E 70.27 FT – S00d29'37"W 171 FT – N89d14'20"W 329.99 FT – S00d29'37"W 19 FT TO NE COR OF LOT 63 RAYNER PONDS EST – N89d14'20"W 127.47 FT – N00d29'E 19 FT – N89d14'20"W 66 FT TO POB INCL LAND TO WATERS EDGE 8.5 A
APPLICANT:	Jim Giguere, Giguere Homes
OWNER:	Jim Giguere, Giguere Homes

Authority

- [Section 24-225\(a\)](#) All uses of land and structures which are subject to the requirements of this article shall receive preliminary site plan review and approval prior to the submission of a final site plan unless the zoning official determines that concurrent preliminary and final site plan review and approval will promote the general welfare of the city. *Staff recommends concurrent preliminary and final site plan approval due to the fact that the proposed subdivision previously received separate preliminary and final site plan approval in 2019 with the maximum extension of one year which expired in October of 2021 and no substantive changes have been made since then. Concurrent approval promotes the general welfare of the City by reducing costs for review and expediting the timeline to provide housing.*
- [Section 94-226 \(e\)](#): The planning commission shall have the authority to approve, approve with conditions, or deny an application for final site plan review and approval. Final site plan review shall follow the procedures for preliminary site plan review in subsection [94-225](#) and shall be reviewed in accordance with the standards in section [94-227](#).
- [Section 94-222\(5\)](#) requires Site Plan review of platted subdivisions.

Public Notice: In accordance with Sec. 94-225(f) and 94-394(d), agencies were notified and provided comments listed in the Project Analysis. The agenda containing the matter was posted on Friday, November 5, 2021 in accordance with the Open Meetings Act. No additional notice required.

Relation to Other Actions: A Preliminary Plat was approved in 2019 that was valid for two years, then extended

for two years due to Covid, and will now expire in January of 2023. A Final Plat will be submitted for approval by City Council following the completion of the infrastructure and prior to building permits being issued.

Submittal Criteria: The applicant paid a fee of \$300, and together with the documents listed above, the application appears to satisfy the submittal requirements of [Sec. 94-226\(c\)](#).

Review Criteria: The applicant has submitted a Site Plan that, with the requested waivers and conditions, appears to meet the requirements for concurrent approval of a Preliminary and Final Site Plan.

ATTACHMENTS:

- Proposed Site Plan
- Project Analysis with Review Criteria
- Agency Comments
- Proposed Resolution 2021-07
- Permit Application, received
- Plan set dated March 19, 2019 and last revised November 2, 2021

CONSTRUCTION PLANS FOR
RAYNER PONDS ESTATES NO. 4



PROJECT ANALYSIS

Description of Current and Planned Use of Property:

The applicant is proposing 20 residential lots and one common area with a play structure and bench. The common area, play structure and bench will remain under the ownership and maintenance of the Rayner Ponds Estates Community Association (RPECA). The subdivision will include paved public streets, public water, public sanitary sewer, and public storm sewer. It is anticipated that the streets, including sidewalks and trees, along with the public utilities will be accepted by the City for future maintenance.

Property Size: 8.5 acres

Current Zoning District: The parcel is located in the [RS-2 Single Family Residential](#).

Master Plan: The request also addresses the following goals:

- 2-4: Establish a residential environment that recognizes the varied economic and family structure conditions of current and future residents while affording persons and families with healthy and stable surroundings that nurture personal growth. Nine Objectives in this section also have specific reference to encouragement of healthy residential environments with appropriate levels of public services, preservation of natural resource systems and the City's rural and small-town character.

Surrounding Zoning and Land Uses: The site will extend access through Stratford Drive to a new local roadway, Martell's Lane.

	Current Land Use	Zoning	Future Land Use
North	Single-family Residential	RS-2 Single Family Residential	Residential
West	Single-family Residential	RS-2 Single Family Residential	Residential
South	Single-family Residential	RS-2 Single Family Residential	Residential
East	Single-family Residential	RS-2 Single Family Residential	Residential

REVIEW CRITERIA:

Per [Sec. 94-224](#), the planning commission may approve, approve with conditions, or deny any site plan when referred and reviewed in accordance with the standards for site plan review and approval as listed in [Sec. 94-227](#) of the Zoning Ordinance. Based upon staff's review, the application appears to meet the standards for approval as noted below.

STATUS/NOTE	REQUIREMENT
MEETS	(1) The site shall be developed so that all elements shall be harmoniously and efficiently organized in relation to the size, shape, type and topography of the site and surrounding property. As shown on sheets 1 and 6, the new 20 residential lot subdivision, phase four of the existing Rayner Ponds Estates development, appears to be developed in a manner that fits the character of the surrounding neighborhood.
MEETS	(2) The site shall be developed so as not to impede the normal and orderly development, improvement, and use of surrounding property for uses permitted in this chapter. The new residential neighborhood will not impede future developments and improvements on surrounding properties. All surrounding properties are residential in character and part of the Rayner Ponds Estates Development. It is anticipated that traffic levels will not be excessive or that the use of the property would generate excessive noise or other nuisance conditions. Martells Lane provides for the extension of the road to serve potential future development to the east.

MEETS	(3) All buildings or groups of buildings shall be arranged to permit emergency vehicle access by some practical means to all sites.
There is one entrance into the subdivision through Stratford Drive. Emergency vehicles will have access to all lots from Stratford Drive and/or Martells Lane.	
MEETS	(4) Every structure or dwelling unit shall have direct access to a public street or indirect access to a public street via an approved dedicated private street.
All lots within the subdivision front on either Martells Lane or Stratford Drive. Both are anticipated to become public streets.	
MEETS WITH CONDITION	(5) Appropriate measures shall be taken to ensure that the addition or removal of surface waters will not adversely affect neighboring properties, that controls are in place to minimize sedimentation and erosion, and that topographic alterations are minimized to accommodate storm water management.
Sheet 6 of 7 shows proposed elevations, final grades and provisions for stormwater management via drainage easements, storm drains and the proposed rain garden in the common area. Two proposed storm sewer pipes are located on both Stratford Drive (15-inch diameter) and Martells Lane (12-inch).	
CONDITION: Nothing is to be erected that would obstruct the flow of water within the required 30' drainage easement, and that the Homeowners Association is responsible for enforcing this provision in accordance with the Drainage Maintenance Agreement filed with the City.	
MEETS WITH CONDITION	(6) Provisions shall be made for the construction of storm sewer facilities including grading, gutters, piping, on-site storage, and treatment of turf as required to handle stormwater and prevent erosion.
Same as previous, plus: CONDITION: A Drainage Maintenance Agreement will be filed with the City which includes a 20-year schedule of maintenance and capital improvements for the drainage system including the rain garden in the Common Area. Notes will be added to the Final Plat stating that nothing is to be erected that would obstruct the flow of water within the required 30' drainage easement, and that the Rayner Ponds Estates Community Association is responsible for enforcing this provision in accordance with the Drainage Maintenance Agreement filed with the City.	
MEETS	(7) Secondary containment for above ground areas where hazardous substances are stored or used shall be provided as required by the city fire chief.
Assuming the uses are to be limited to residential, it is reasonable to assume there will be no hazardous substances stored or used on the lots other than common household cleaning supplies. Staff is not aware of any hazardous substances that require secondary containment as required by this section or Ch. 26 Fire Prevention and Protection .	
INFORMATION REQUIRED	(8) Exterior lighting shall be designed and located so that the source of illumination is directed away from adjacent properties, the intensity of lighting is the minimum necessary, and the direction of lighting is downward as much as is possible and appropriate for the project.
The plans do not contain Information regarding street lighting. The city anticipates that there will be public lighting provided by Consumer's Energy along the two public roads within the development, Stratford Drive and Martells Lane.	
MEETS	(9) All loading and unloading areas, outside storage areas, and refuse receptacles shall be screened from casual view from the public rights-of-way and adjoining land uses.
All residential lots will be served by a driveway and homes are expected to be built with garages. The typical household refuse receptacles may be contained within garages, accessory structures or screened. No loading/unloading, outside storage areas, or additional dumpsters or large receptacles are proposed. Additional restrictions on household receptacles may apply per the Rayner Ponds Estates Community Association (RPECA) bylaws.	
MEETS WITH CONDITION	(10) Site plans shall meet the driveway, traffic safety, and parking standards of the city in such manner as necessary to address the following:
	a. Safe and efficient vehicular and non-vehicular circulation, including parking areas, non-motorized linkages to abutting parcels, uses, sidewalks, and trails.
	b. Shared driveways and service drives.

	c. Adequate and properly located utilities.
<p>There is a proposed 4' wide sidewalk in the Stratford Drive and Martells Lane right of way. The site will be served by public water, public storm sewer, and public sanitary sewer. Water to serve the new residential lots will be located along Stratford Drive and Martells Lane with a proposed water main. Proposed sanitary sewer pipe is also located along Stratford Drive and Martells Lane. The proposed plan shows Martells Lane with a 66' right of way with a 150' diameter turnaround.</p> <p>CONDITION: The developer will satisfy all requirements of Sec. 74-163 which requires performance guarantees for ensuring all required public improvements are installed satisfactorily, a one-year maintenance bond, and surety that sidewalks will be installed no later than within six years of approval of the Final Plat.</p>	
MEETS	(11) Provisions shall be made for proposed common areas and public features to be reasonably maintained.
<p>Public reservations appear to be consistent with the requirements of Sec. 74-132. The site plan provides details for one common area that will be maintained by the Rayner Ponds Estates Community Association (RPECA). The Rayner Ponds Estates Community Association states that the deed restrictions and association by-laws require extensions to the subdivision to be part of the RPECA. Lots with frontage on the pond will be required to join the lake association.</p>	
MEETS	(12) The site plan submittal shall demonstrate compliance with all applicable requirements of this chapter, chapters 58 and 74, the building code, and county, state, and federal law.
<p>The applicant is responsible for seeking and complying with applicable requirements of the county, state, and federal law.</p>	
MEETS	Chapter 94 – Zoning and Chapter 100 – Dimensional Requirements
<p>The plan appears to meet the zoning and dimensional requirements in Section 94-121, Section 94-123 and Tables 100-1 and 100-2.</p>	
MEETS	Sec. 94-241 Landscape, screening and buffer requirements
<p>Table 100-4 sets forth the required landscape buffers for the RS-2 Zoning District, which requires no buffers.</p>	
MEETS	Chapter 58 - Signs
<p>No sign is proposed. Any proposed signage will require a separate building permit subject to the requirements of Chapter 58 of the Zoning Ordinance, including Division 2 of said chapter.</p>	
MEETS	Chapter 74 Art. II
<p>The applicant has received City Council approval of a Preliminary Plat, and an extension of that approval was granted until 2022. The applicant will seek Final Plat approval following installation of the public improvements.</p>	

COMMENTS FROM AGENCIES	
CITY ENGINEER	As discussed in July 2019, an easement for future water connection is indicated on the plan along the side property line running between lots 129 and 130.
FIRE	2019 comments satisfied – detail for B-2 cul-de-sac on sheet 3 of 7
POLICE	Recommends LED streetlights
Ingham County Drain Commission	See letter dated September 27, 2019
Ingham County Road Commission	See email dated October 4, 2019
Wow! Cable	See email dated October 7, 2019, no additional comments received.
City Council	See memo dated October 8, 2019 from City Clerk; Staff submitted a SAR to City Council requesting comments to ensure any concerns would be addressed before moving forward with construction that might impact the future consideration of the Final Plat.
School Board – Mason Public Schools	No comments received.

**CITY OF MASON
PLANNING COMMISSION
RESOLUTION NO. 2021-07**

**A RESOLUTION GRANTING CONCURRENT PRELIMINARY AND FINAL SITE PLAN APPROVAL TO CONSTRUCT ROADS,
UTILITIES AND INFRASTRUCTURE TO SERVE 20 BUILDABLE LOTS AND ONE COMMON AREA.**

NOVEMBER 9, 2021

WHEREAS, a request has been received from James Giguere, Giguere Realty & Development, LLC, for concurrent Preliminary and Final Site Plan Approval to construct roads, utilities and infrastructure to serve a new residential subdivision with 20 buildable lots and one common area on property located north of the intersection of Stratford and Eaton roads, parcel 33-19-10-04-477-001; and,

WHEREAS, the proposal was shown on plans dated March 29, 2019, last revised November 2, 2021; and

WHEREAS, the parcel is zoned RS-2, Single Family Residential; and

WHEREAS, Section 94-222 states that platted subdivisions require site plan review; and

WHEREAS, the proposed subdivision previously received separate preliminary and final site plan approval in 2019 with the maximum extension of one year which expired in October of 2021;

WHEREAS, no substantive changes have been made since the previous site plan approvals; and

WHEREAS, per Section 94-225, concurrent preliminary and final site plan approval will promote the general welfare of the City by reducing costs for review and expediting the timeline to provide housing; and

WHEREAS, the Planning Commission has reviewed and accepts the staff report dated November 4, 2021 as findings of fact that, with the conditions listed herein, the plans will comply with the Site Plan Review Standards listed in Section 94-227 of the Mason Code.

NOW THEREFORE BE IT RESOLVED, that the City of Mason Planning Commission does hereby grant concurrent Preliminary and Final Site Plan approval for the development of new subdivision with 20 buildable lots and one common area on property located north of the intersection of Stratford and Eaton roads, parcel 33-19-10-04-477-001 with the following conditions:

1. A draft copy of the restrictive deed covenants will be submitted with final construction drawings clearly stating that:
 - a. The common area and playground are to be maintained by the Rayner Ponds Estates Community Association.
 - b. The owners of the lots in Rayner Ponds Subdivision No. 4 will be a part of the Rayner Ponds Estates Community Association and that those with frontage on the pond will be members of the lake association.
 - c. Nothing is to be erected that would obstruct the flow of water within the required 30' drainage easement, and that the Rayner Ponds Estates Community Association is responsible for enforcing this provision in accordance with the Drainage Maintenance Agreement filed with the City.
2. Revised final construction plans will be submitted that include:
 - a. Notes stating that the common area and playground are to be maintained by the Rayner Ponds Estates Community Association.

3. Prior to signing the Final Plat:
 - a. As-built drawings will be supplied to the City.
 - b. A Drainage Maintenance Agreement will be filed with the City which includes a 20-year schedule of maintenance and capital improvements for the drainage system including the rain garden in the Common Area.
 - c. The developer will satisfy all requirements of Sec. 74-163 which requires performance guarantees for ensuring all required public improvements are installed satisfactorily, a one-year maintenance bond, and surety that sidewalks will be installed no later than within six years of approval of the Final Plat.

The foregoing Resolution was moved for adoption by Planning Commissioner _____ and seconded by Planning Commissioner _____ and declared adopted by the following vote:

Yes ()

No ()

Absent ()

RESOLUTION DECLARED XXXXXX

STATE OF MICHIGAN)

:SS.

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the City of Mason, County of Ingham, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolutions adopted by the Planning Commission of the City of Mason at a regularly scheduled meeting held on Tuesday, November 9, 2021, pursuant to the Michigan Open Meetings Act, the original of which is on is file in my office as part of the minutes.

IN WITNESS WHEREOF, I have hereunto set my official signature, this _____ day of _____ 2021.

Sarah J. Jarvis, City Clerk
City of Mason, Ingham County, Michigan

Patrick E. Lindemann

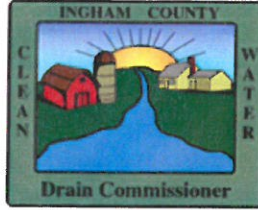
Ingham County Drain Commissioner

PO Box 220
707 Buhl Avenue
Mason, MI 48854-0220

Phone: (517) 676-8395

Fax: (517) 676-8364

<http://dr.ingham.org>



Carla Florence Clos
Deputy Drain Commissioner

Paul C. Pratt
Deputy Drain Commissioner

David C. Love
Chief of Engineering and Inspection

Sheldon Lewis
Administrative Assistant

September 27, 2019

Jim Giguere, Giguere Homes
6200 Pine Hollow Dr; Ste 100
East Lansing, MI 48823

Re: Rayner Ponds Estates No. 4 Subdivision Construction Plan Review
City of Mason – Section 4
Rayner Creek Drain Drainage District
Drain Office #18107

Dear Mr. Giguere:

This letter is in response to the submittal of the construction plans for Rayner Ponds Estates No. 4, received in our Office on May 30, 2019. The site is located at the north end of Stafford Drive in Section 4 of the City of Mason. Rayner Ponds Estates No. 4 has one street, Martells Lane divided into 20 residential lots, (lots 119 to 138). The area is part of the Rayner Creek Drain Drainage District with stormwater reaching Rayner Creek through City of Mason pipes.

The stormwater runoff is proposed to be collected off the street, pretreated, detained and discharged to a private pond that is drained by a City of Mason 15" storm pipe. The first inch of rainfall will be filtered and treated through underdrain pipes in the bottom of the pretreatment / bioretention basin at the north end of Stafford Drive and discharged directly to an existing City of Mason 15" storm pipe in Stafford Drive. Rainfall above the 100-year storm event will be detained by the adjacent pond and discharged to a different City of Mason 15" pipe.

The construction plans provide sump pump discharge pipes for each lot. Backyard drainage is also included where made necessary by the proposed topography.

Any change in the plans must be resubmitted for our approval. The following requirements must be addressed on the construction plans:

1. Add steps to the catch basin detail on sheet 7.

2. Specify that the topsoil in the bioretention areas is a loamy sand mixture of topsoil and 2NS sand at a ratio to allow good drainage and is demonstrated to be adequately permeable before it is approved for use.

Since the Drain will be public and under the jurisdiction of the City of Mason, the drainage system must meet the City's Standards to be accepted. Full-time inspection with Inspector's Daily Reports (IDRs) is recommended to ensure that the construction is acceptable.

The Final Plat will not be signed until our Office has received the as-built drawing of the plans in digital format (.pdf) upon completion of the project.

If you have any questions, please contact our office. It is an honor and a privilege to serve you and the other businesses, citizens, and municipalities of Ingham County.

Sincerely,



David C. Love
Ingham County Drain Engineer

enclosure

cc: Ron Enger, P.S., Enger Surveying & Engineering
Deborah Stuart, Manager - City of Mason

From: [Conklin, William](#)
To: [Elizabeth Hude](#)
Cc: [Jones, Kelly](#)
Subject: RE: Rayner Ponds Phase 4 Subdivision - FINAL SITE PLAN APPROVAL
Date: Friday, October 4, 2019 5:55:26 PM

Dear Ms. Hude,

Thank-you for notifying Ingham County Road Department (ICRD) of the subject proposed development in the City of Mason.

As the proposed development is not contiguous with any streets under ICRD jurisdiction and as the marginal increase in area traffic that may be generated by this development will have little or no impact on the nearby area county roads, ICRD has no comments on the subject development.

Let us know if you have any questions on this response, or if you need anything further on the subject issue from ICRD. Thank-you again for notifying ICRD of the subject development and providing ICRD the opportunity to comment.

William Conklin, P.E., Manager,
Ingham County Road Department
Office: 517-676-9722

CC: Kelly Jones, P.E, ICRD, County Highway Engineer.

From: Elizabeth Hude <elizabethh@mason.mi.us>
Sent: Friday, September 27, 2019 2:00 PM
Cc: Marcia Holmes <MarciaH@mason.mi.us>; Elizabeth Hude <elizabethh@mason.mi.us>
Subject: Rayner Ponds Phase 4 Subdivision - FINAL SITE PLAN APPROVAL

Hello,

In accordance with Sec. 94-225(f) and 94-394(d) of the City of Mason Code, you are receiving notice that we are in receipt of a request from:

James Giguere, Giguere Realty & Development, LLC, is requesting a FINAL Site Plan Approval for the development of a new 20 home residential subdivision and one common area with a play structure and bench. The subdivision will include paved public streets, public water, public sanitary sewer, and public storm sewer. The new subdivision will be developed on property located north of the intersection of Stratford and Eaton roads, parcel 33-19-10-04-426-002 POLP, City of Mason, Ingham Co. A full legal description is included in the application materials.

Materials can be accessed at this link: [Rayner Ponds 4 Final Site Plan](#)

If approved, the developer will begin construction. Lots may not be sold until all infrastructure is installed and a Final Plat has been approved by the City of Mason.

The project is on the City of Mason Planning Commission's agenda for its regular meeting scheduled

for Tuesday, October 15, 2019 at 6:30 p.m. at 201 W. Ash Street in the Sycamore Room.

Please provide written comments or concerns to this department on or before Tuesday, October 15th. Should you have any questions regarding the development proposal, please do not hesitate to call Elizabeth A. Hude, AICP, Community Development Director at (517) 978-0206.

Elizabeth A. Hude, AICP
Community Development Director

City of Mason | Office: 517-978-0206
201 W. Ash Street | FAX: 517-676-1330
Mason, MI 48854 | elizabethh@mason.mi.us
www.mason.mi.us | Internal Ext. 206



TO: Elizabeth Hude, Community Development Director

FROM: Sarah Jarvis, City Clerk

DATE: October 8, 2019

SUBJECT: Rayner Ponds Estate No. 4 Final Site Plan Review

Below is the motion that Mason City Council made in their Regular City Council Meeting on Monday, October 7, 2019 that they would like to be read into Public Comment at the Planning Commission meeting on Tuesday, October 15, 2019

MOTION by Vogel, second by Brown,

That the City Councils recommends to the Planning Commission regarding the Rayner Ponds Estates No. 4 Final Site Plan that the homeowners association for Rayner Ponds Estates No. 4 will be an extension of one and or both of the current Rayner Ponds homeowner associations and will not be a new homeowners association and that legal documents stipulate as much as allowed by law that the homeowners association will be responsible for the perpetual care of the common areas.

From: [Kenneth Jr Smith](#)
To: [James Scott](#); [Elizabeth Hude](#)
Subject: Re: Rayner Ponds Phase 4 Subdivision - FINAL SITE PLAN APPROVAL
Date: Monday, October 7, 2019 8:31:47 AM

If approved when will this project start? Just to let you know, WOW is out of the joint trench budget for this year. So, it's unlikely we can do anything this year unless someone else pays for it. Plus can someone send a map of the path of power? We always follow this path. Once I have all this information I can draw up a print and submit a proposal to corporate for approval to build it.

On Mon, Sep 30, 2019 at 9:22 AM James Scott <james.scott@wowinc.com> wrote:

James Scott
Medieval Reenactor, Movie Buff, Red Wings Fan
Construction Coordinator
WOW! Mid-Michigan



----- Forwarded message -----

From: **Jennifer Bittner** <jennifer.bittner@wowinc.com>
Date: Fri, Sep 27, 2019 at 2:02 PM
Subject: Fwd: Rayner Ponds Phase 4 Subdivision - FINAL SITE PLAN APPROVAL
To: James Scott <james.scott@wowinc.com>
Cc: Bryant Murray <bryant.murray@wowinc.com>, David Crawford <david.crawford@wowinc.com>

FYI

Jennifer Bittner
Administrative Assistant

Mother, Optimist, Go-To-Gal
WOW! internet, cable & phone

mobile: 517-667-1814



----- Forwarded message -----

From: **Elizabeth Hude** <elizabethh@mason.mi.us>
Date: Fri, Sep 27, 2019 at 2:00 PM
Subject: Rayner Ponds Phase 4 Subdivision - FINAL SITE PLAN APPROVAL
To:
Cc: Marcia Holmes <MarciaH@mason.mi.us>, Elizabeth Hude <elizabethh@mason.mi.us>

RECEIVED

OCT 22 2021

CITY OF MASON
CUSTOMER SERVICE



PERMIT APPLICATION

ZONING

Applicant- Please check one of the following:

- ☒ Preliminary Site Plan Review
☒ Final Site Plan Review
☐ Special Use Permit*
☐ Administrative Review

* includes Preliminary Site Plan Review

DEPARTMENT USE ONLY

Application Received: _____

Tax ID: _____

Fee: _____

Receipt #: _____

Applicant Information:

Name: JAMES GIGUERE

Organization: GIGUERE REALTY & DEVELOPMENT, LLC

Address: 6200 PINE HOLLOW DRIVE STE 100 EAST LANSING MI 48823

Telephone Number: 517-339-3600 Facsimile Number: 517-339-1201

Interest in Property (owner, tenant, option, etc.): OWNER

Note: If applicant is anyone other than owner, request must be accompanied by a signed letter of authorization from the owner.

Property Information:

Owner: GIGUERE REALTY & DEVELOPMENT, LLC Telephone Number: 517-339-3600

Property Address: VACANT

Legal Description: If in a subdivision, Subdivision Name: _____ Lot Number: _____

If Metes and Bounds (can be provided on separate sheet): _____

APPLICANT CERTIFICATION

By execution of this application, the person signing represents that the information provided and the accompanying documentation is, to the best of his/her knowledge, true and accurate. In addition, the person signing represents that he or she is authorized and does hereby grant a right of entry to City officials for the purpose of inspecting the premises and uses thereon to verify compliance with the terms and conditions of any Special Use Permit and/or Site Plan approval issued as a result of this application.

Signature: _____ Date: 10/22/2021

201 West Ash Street; Mason, MI 48854-0370
Office: 517.676.9155; Website: www.mason.mi.us

Requested Description:

Written Description: Please use this section to describe the use or uses proposed. Attach additional pages, if necessary.

INFRASTRUCTURE CONSTRUCTION INCLUDING NEW PAVED
PUBLIC STREET, PUBLIC WATER, SANITARY SEWER AND
STORM SEWER FOR 20 SINGLE FAMILY HOMES.

Available ServicesPublic Water ☒ Yes ☐ NoPaved Road (Asphalt or Concrete) ☒ Yes ☐ NoPublic Sanitary Sewer ☒ Yes ☐ NoPublic Storm Sewer ☒ Yes ☐ No**Estimate the Following**Traffic Generated 40 TRIPS DURING PEAK HOURS Total Employees DNAPopulation Increase 60 Employees in Peak Shift DNA

House of Operation _____ AM to _____ PM Total Bldg. Area Proposed _____

_____ Day through _____ day Parking Spaces Provided 40 DRIVEWAY
SPACES (MINIMUM)**Project Phasing**This project will be completed in: ☒ One Phase ☒ Multiple Phases – Total No. of Phases: 3**Note:** The phases of construction for multi-phase projects must be shown on the site plan**Application Materials**

The following are checklists of items that generally must be submitted with applications for Preliminary Site Plan Review, Final Site Plan Review, and Special Use Permits. Applicants should review Articles VI and VII of Chapter 94 of the Mason Code for a complete listing of application requirements. All site plan drawings must comply with the requirements of Section 94-226(d) of the Zoning Ordinance. Incomplete applications will not be processed.

- ☒ Completed application form
- ☒ 2 copies of full scale site plan drawings
- ☒ Plans submitted on CD or PDF (email is acceptable)
- ☒ Legal description
- ☒ Proof of ownership/owner authorization
- ☒ Construction schedule for proposed project
- ☒ Construction calculations for utilities
- ☒ Fee (see below)
- ☐ Any other information deemed necessary

Application Fee

All requests must be accompanied by a fee, as established by the City Council. The fee schedule for Preliminary Site Plan Reviews, Final Site Plan Reviews, and Special Use Permits is as follows (As of October 16, 2006):

Administrative Reviews	\$70.00
Preliminary Site Plan Reviews	\$200.00
Final Site Plan Review	\$100.00
Special Use Permits (includes preliminary site plan review)	\$275.00

201 West Ash Street; Mason, MI 48854-0370
 Office: 517.676.9155; Website: www.mason.mi.us

CITY OF MASON
P.O. BOX 370
201 W. ASH ST.
MASON MI 48854-370
Phone : (517) 676-9155
WWW.MASON.MI.US

Received From:
GIGUERE HOMES
6200 PINE HOLLOW DR, STE 100
EAST LANSING MI 48823

Date: 10/22/2021 Time: 3:04:20 PM
Receipt: 100290898
Cashier: KM

PRELIMINARY SITE PLAN REVIEW
FINAL SITE PLAN

ITEM REFERENCE	AMOUNT
PERBUS PERMIT-VARIOUS BUS LICENSE & PERMIT S	
PRELIMINARY SITE PLAN REVIEW	\$300.00
TOTAL	\$300.00
CHECK 23766	\$300.00
Total Tendered:	\$300.00
Change:	\$0.00

The applicant intends to build the project in 3 phases. Phase 1 includes Stratford Drive and 4 lots. Phase 2 includes Martells Lane, east of Stratford, the Rain Garden and 9 lots. Phase 3 includes Martells Lane, west of Stratford and 7 lots.

Hazardous substances are expected to be limited to cleaning supplies and perhaps lawn and garden materials. The homeowners would be the persons creating the exposure and so would be responsible for storage and use of the hazardous materials.

Street lighting design will be by Consumers Energy and they have not yet made the plan. The lights are expected to be similar to those used on other public streets in Mason.

The applicant will obtain a Soil Erosion and Sedimentation Control permit from the Ingham County Drain Commissioners office.

The electric and communication lines that will serve the 20 lots will be installed underground by the provider of those services.

The applicant will prepare a document of restrictive deed covenants. These covenants will mandate that the all of the owners of the lots in Rayner Ponds Subdivision No. 4 are to be part of the Rayner Ponds Estates Community Association. These covenants will mandate that the owners of lots in Rayner Ponds Subdivision No. 4 that touch the pond will also be part of the affiliated lake owners association.

The applicant agrees to provide a playground area in the Common Area near the intersection of Stratford Drive and Martells Lane. The playground will include a structure similar to Gorilla Playsets Nantucket model available from WoodenPlayscapes.com and a bench. The playset has swings and a platform with a slide and some climbing apparatus.

Monuments required in Section 74-162 are not shown on the Plans. They will be shown on the Final Plat made pursuant to the Michigan Land Division Act. They will be in the ground at time the Final Plat is presented to the City for approval, or the required surety will be posted to guarantee that they will be installed within one year of the approval of the Final Plat by the City.

Section 74-163(b)4 provides for a performance guarantee deposit to insure the sidewalk and street trees are installed when the house is built. The applicant intends to build the houses on all of these lots through his home building division, Giguere Homes, so it is unlikely that a lot will be sold undeveloped.

In the event that any other required improvements are not installed, a performance guarantee deposit or other surety will be posted by the applicant to insure that they will be constructed.

October 22, 2021

PHASE 1
Clearing - December 2021
Install Sewer and Water Mains - January and February 2022
Street Grading and Curb and Gutter and Paving - March and April 2022

PHASE 2
Probably in 2023

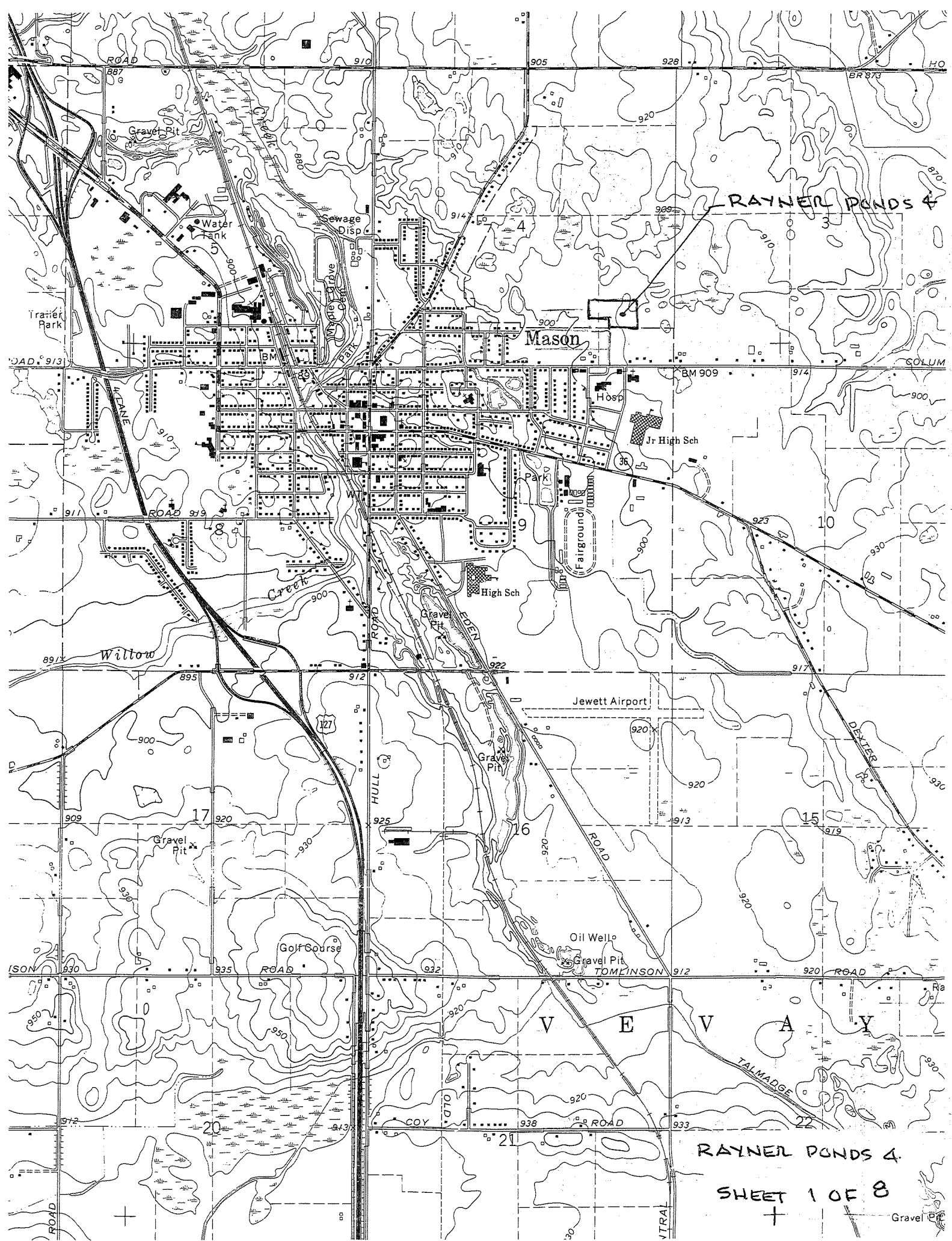
PHASE 3
Probably in 2024

October 22, 2021

STORM WATER CALCS

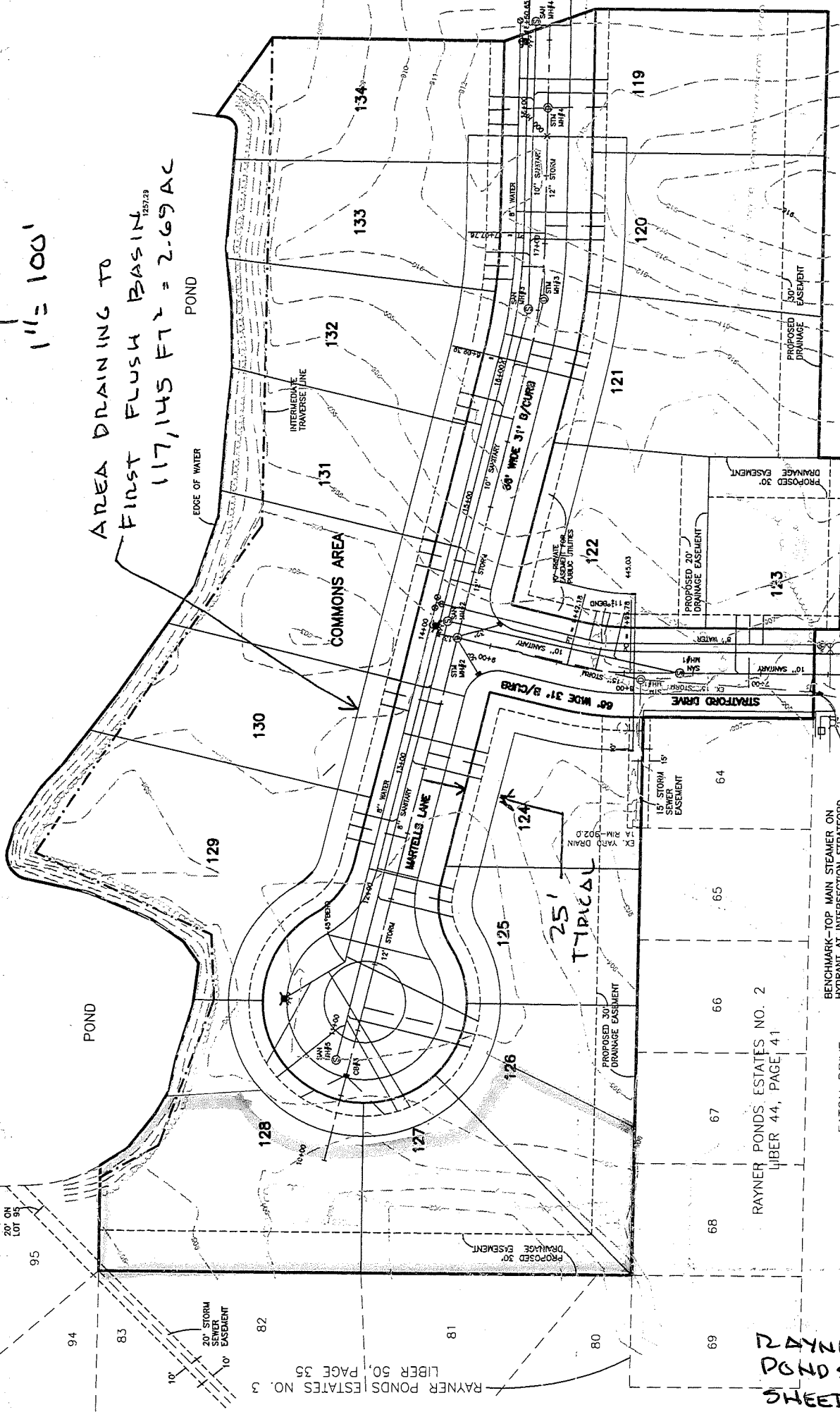
RAYNER POND NO 4

RON ENGER PE
JOB 33-3119
NOV 2018



H
1" = 100'

AREA DRAINING TO
FIRST FLUSH BASIN
117,145 FT² = 2.69 AC



RAYNER
PONDS 4
SHEET 2 OF 8

RAYNER PONDS ESTATES NO. 3
LIBER 50, PAGE 35

BENCHMARK-TOP MAIN STEAMER ON
HYDRANT AT INTERSECTION STRATFORD
DRIVE & EATON DRIVE.
ELEVATION-907.33 NGVD

RAYNER PONDS
ESTATES
LIBER 36, PAGE 50

CALC RUNOFF COEFFICIENT C

AREA PAVEMENT: BIT + CURB + 4' SIDEWALK + DRIVEWAYS

AREA GRASS SURFACE 25' SETBACK + PARKWAY + ISLAND

TOTAL AREA CONTRIBUTING TO STORM SEWER SYSTEM =
BY POLYLINE IN .DWG 117,145 FT² = 2.69 ACAREA PAVEMENT

HP IN MARTELLS	17+70	912.79
HP IN STRATFORD	7+93	906.76

LF OF BACK OF SIDEWALK = ± LENGTH OF ROW LINE
 ROW LINE 1257 + 445 = 1702'

AREA OF SIDEWALK 4 FT × 1702 FT = 6808 FT²

AREA OF STREET BC TO BC

2844 FT ²	STRAFORD 7+93 TO SPN PT INTERSECTION CURB
3554	INTERSECTION
4341	MARTELLS 12+19 TO 13+59
2584	ENTRANCE TO CULDESAC
9525	CULDESAC TO OUTSIDE BC
- 2826	LESS ISLAND 30' R = πR^2 ✓
6699	6699
10493	
30,515 FT	<u>30,515 FT²</u>

AREA OF DRIVEWAYS

SAY 20' WIDE IN PARKWAY 15.5' OFF CL TO 28' OFF CL
 SAY 18' WIDE FROM BACK SIDE WALK TO 25' SETBACK 1+25'
 14 OF 16 LOTS

20' × (28 - 15.5)	= 20 × 12.5	= 250 FT ²	
18' × (1+25)	18 × 26	<u>468 FT²</u>	
		718 FT ²	
		× 14 LOTS	
		10,052 FT	<u>10,052 FT²</u>
IMPERVIOUS TOTAL			<u>47,375 FT²</u>

CALC RUNOFF COEFFICIENT C

TOTAL AREA CONTRIBUTING TO RAIN GARDEN
LESS IMPERVIOUS AREA IS PERVIOUS AREA

117,145 FT ²	TOTAL	
- 47,375 FT ²	IMPERVIOUS	USE 0.95
69,770 FT ²	PERVIOUS	USE (HSG C) 0.30

$$C = \frac{47,375}{117,145} \times 0.95 + \frac{69,770}{117,145} \times 0.30 =$$

$$0.404 \times 0.95 + 0.596 \times 0.30$$

$$0.38 + 0.18 = 0.56 \text{ USE } 0.6$$

CONTRIBUTING AREA - STREET + 25' FRONT SETBACK = 2.7 AC
CALC'D C = 0.6

100 YEAR / 24 HOUR STORM EVENT

QUANTITY ... VOLUME OF RUNOFF

$$16,500 \times 2.7 \text{ A} \times 0.6 = 26,730 \text{ FT}^3$$

BANKFULL FLOOD 2 YEAR / 24 HOUR STORM

QUANTITY ... VOLUME OF RUNOFF

$$8170 \times 2.7 \text{ A} \times 0.6 = 13,235 \text{ FT}^3$$

FIRST FLUSH VOLUME 1.0" OF RAIN

QUANTITY ... VOLUME

$$1.0 \text{ IN} \times 2.7 \text{ AC} \times \frac{43560 \text{ FT}^2}{1 \text{ AC}} \times \frac{1 \text{ FT}}{12 \text{ IN}} = 9801 \text{ FT}^3 \approx 9800 \text{ FT}^3$$

QUANTITY ... VOLUME OF RUNOFF

$$9800 \text{ FT}^3 \times 0.6 = 5880 \text{ FT}^3$$

SEDIMENT FOREBAY

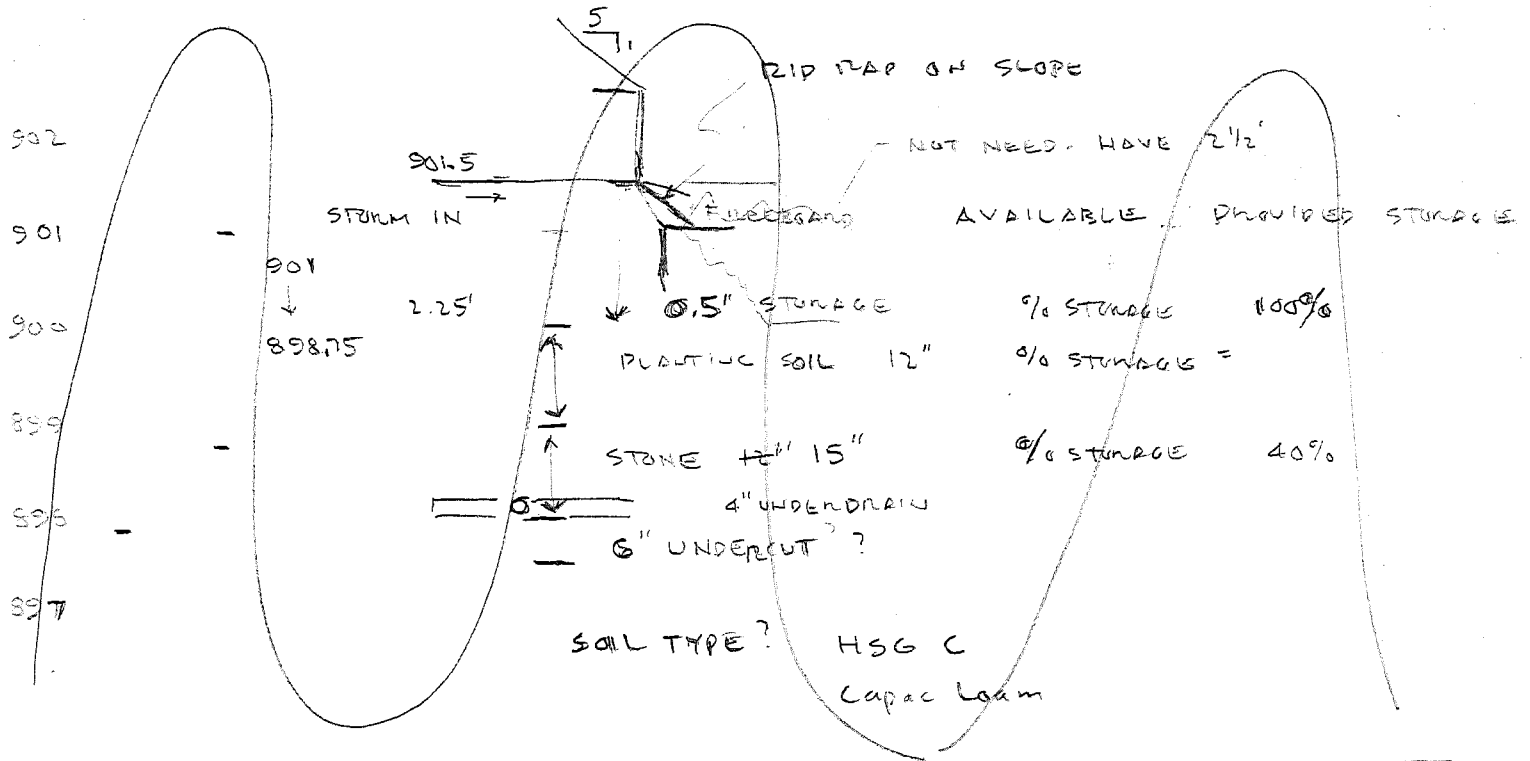
CAPACITY = 5% OF 100 YEAR STORM EVENT

$$5\% \text{ OF } 26730 \text{ FT}^3 = 1336 \text{ FT}^3$$

DAYNER PONDS 4
SHEET 5 OF 8

How often does first flush storm volume develop?

LONG & SKINNY BETTER!



EX 15" 162' Away 897.94

162' @ 0.5% = 0.81

898.75

~~Bottom of Garden 898.0~~

DEPTH TO FOOTPRINT RELATION

FIRST FLUSH 5880 FT³

$$0.5' \text{ DEEP} - \frac{5880 \text{ FT}^3}{0.5 \text{ FT}} = 11,760 \text{ FT}^2 = 95' \times 124'$$

$$1.0' \text{ DEEP} - \frac{5880 \text{ FT}^3}{1.0 \text{ FT}} = 5880 \text{ FT}^2 = 95' \times 62'$$

$$1.5' \text{ DEEP} - \frac{5880 \text{ FT}^3}{1.5 \text{ FT}} = 3920 \text{ FT}^2 = 95' \times 42'$$

BSW 906.2

Top Curb 905.74



Top Bank

903.4 - 905.0



IE 901.5

RAYNER POND 4
SHEET 6 OF 8

907

906

905

904

903

902

901

900

899

898

897

896

TL 905.7

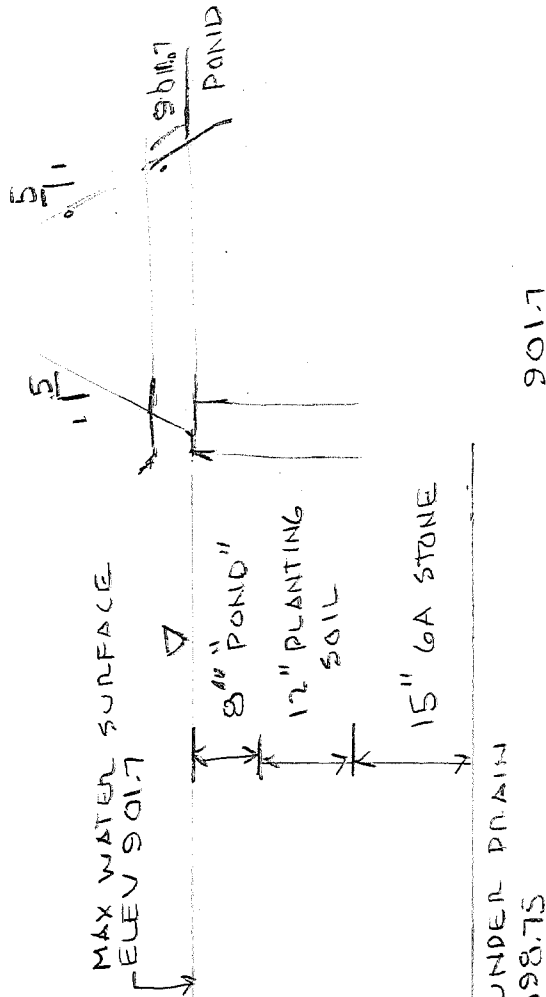
MARTELL'S
LANE

12" STORM
1E 901.7

EX 15" ST
1E 897.94

162' →

12" OUTLET
PIPE AND
2 END SECTIONS



901.7
- 898.75
2.95'
8"
12"
15"
35" = 2.92'

RAIN GARDEN SECTION

RAINER POND 3 4

SHEET 7 OF 8

DIMENSIONS FOR 5880 FT³ FIRST FLUSH TREATMENT

$$\text{ENDED UP } \frac{54' \times 95' + 91}{2} = 5022 \text{ FT}^2 \times 1.3920 \text{ FT}^2$$

CHECK STORAGE VOLUME PROVIDED

IN 8" DEEP "POND"

$$0.67' \times 5022 \text{ FT}^2 = 3365 \text{ FT}^3$$

IN 15" GA STONE (VOID = 40%)

$$1.25' \times 5022 \text{ FT}^2 \times 0.40 = 2511 \text{ FT}^3$$

$$5876 \text{ FT}^3$$

$$\approx 5880 \text{ FT}^3 \text{ OK}$$

DAYNER POND 4
SHEET 8 OF 8

This form shall be completed and attached to all site plan reviews & subdivision

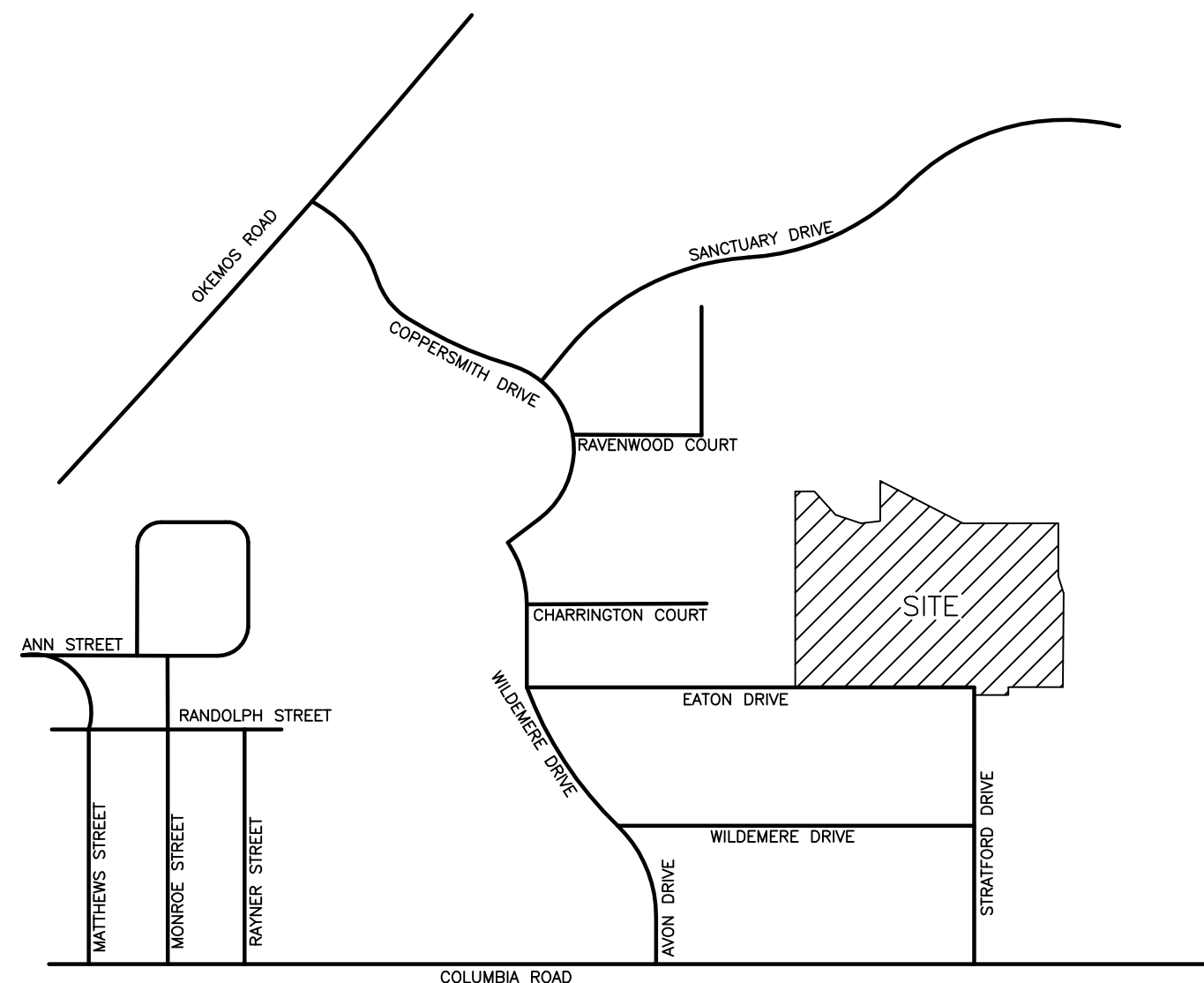
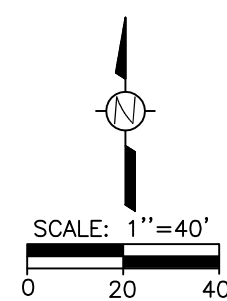
- LAYNE BOND 4
MARCH 2019

This form shall be completed and attached to all the plan review submittal.

- RAYNEIL PONDS 4.
MARCH 2019

CONSTRUCTION PLANS FOR RAYNER PONDS ESTATES NO. 4

A SUBDIVISION OF PART OF THE SOUTHEAST 1/4 OF SECTION 4,
T2N, R1W, CITY OF MASON, INGHAM COUNTY, MICHIGAN



LOCATION MAP
NO SCALE

LEGAL DESCRIPTION -

A parcel of land in the Southeast 1/4 of Section 4, T2N, R1W, City of Mason, Ingham County, Michigan; the surveyed boundary of said parcel being described as commencing at the South 1/4 Corner of Section 4, T2N, R1W, Michigan Meridian; thence S89°14'20"E, along the South Section line, 1456.14 feet; thence N00°29'00"E, 660.00 feet to the Southeast Corner of Lot 64, Rayner Ponds Estates No. 2, recorded in Liber 44 of Plats, Pages 41 and 42, Ingham County Records and the POINT OF BEGINNING; thence N00°29'00"E, along the Easterly line of Rayner Ponds Estates No. 2, 125.00 feet; thence N89°14'20"W, along the Northerly line of Rayner Ponds Estates No. 2, 415.28 feet to the Northwest Corner of Lot 68, Rayner Ponds Estates No. 2 and the Southeast Corner of Lot 80, Rayner Ponds Estates No. 3, recorded in Liber 50 of Plats, Pages 35, 36 and 37, Ingham County Records; thence N00°29'00"E, along the Easterly line of Rayner Ponds Estates No. 3, 390.99 feet; thence S89°14'20"E, along the easterly line of Rayner Ponds Estates No. 3, 69.00 feet to a point on an intermediate traverse line of an unnamed Pond, said point being N89°14'00"W, 9 feet from the water's edge; thence along said intermediate traverse line the following six courses, S29°39'28"E, 49.01 feet; thence S70°00'00"E, 115.30 feet; thence N87°27'55"E, 48.02 feet; thence N25°06'53"E, 143.49 feet; thence S55°56'23"E, 293.62 feet; thence S89°14'20"E, 361.15 feet to a point on said intermediate traverse line being S55°00'00"E, 70 feet from the water's edge; thence S00°45'40"W, 171.01 feet; thence S19°18'29"E, 70.27 feet; thence S00°29'37"W, 171.00 feet; thence N89°14'20"W, 329.99 feet; thence S00°29'37"W, 19.00 feet to the Northeast Corner of Lot 63, Rayner Ponds Estates, recorded in Liber 36 of Plats, Pages 50 and 51, Ingham County Records; thence along the Northerly boundary of Rayner Ponds Estates the following three courses, N89°14'20"W, 127.47 feet; thence N00°29'00"E, 19.00 feet; thence N89°14'20"W, 66.00 feet the point of beginning; said parcel contains 9.0 acres.

SHEET INDEX:

SHEET 1	COVER
SHEET 2	STRATFORD DRIVE PLAN & PROFILE
SHEET 3	MARTELLS LANE PLAN & PROFILE
SHEET 4	CROSS LOT STORM PLAN & PROFILE
SHEET 5	CROSS LOT STORM & RAIN GARDEN PLAN & PROFILE
SHEET 6	GRADING AND EROSION CONTROL PLAN
SHEET 7	DETAILS

LOT NUMBER	GROSS AREA SQ FT	BUILDABLE AREA SQ FT	LOT WIDTH FT
119	14140	6401	82.41
120	14073	6915	82.30
121	14271	7042	80.00
122	15016	7618	80.30
123	9655	2835	84.25
124	9968	3978	78.13
125	9680	3826	75.00
126	9650	2796	85.46
127	10610	4461	75.00
128	10026	3915	75.00
129	17592	7753	81.09
130	20826	8873	101.03
131	25195	8178	158.73
132	27595	12066	164.96
133	15180	7686	75.00
134	14380	7015	86.95
135	12401	5937	82.22
136	15022	7664	80.53
137	14899	7622	75.00
138	14426	6941	75.00

REV 3: NOV 2, 2021
REV 2: SEPT 17, 2019
REV 1: AUGUST 9, 2019
PLAN DATE: MARCH 29, 2019

DATE	REVISIONS
8-9-19	ADD LOT SIZE TABLE
9-17-19	ADD PLAYGROUND EQUIPMENT AND BENCH IN COMMONS AREA.
11/02/21	ADD WATER EASEMENT PER CITY.

DEVELOPER: GIGUERE HOMES
6200 PINE HOLLOW DRIVE, STE 100
EAST LANSING, MI 48823



ESE JOB# 33-3119 Construction Plans.dwg

ENGES SURVEYING & ENGINEERING
805 N. CEDAR PO BOX 87
MASON, MICHIGAN 48854-0087
517-676-6565
FAX 517-676-6675

CONSTRUCTION PLANS
RAYNER PONDS ESTATES NO. 4
COVER

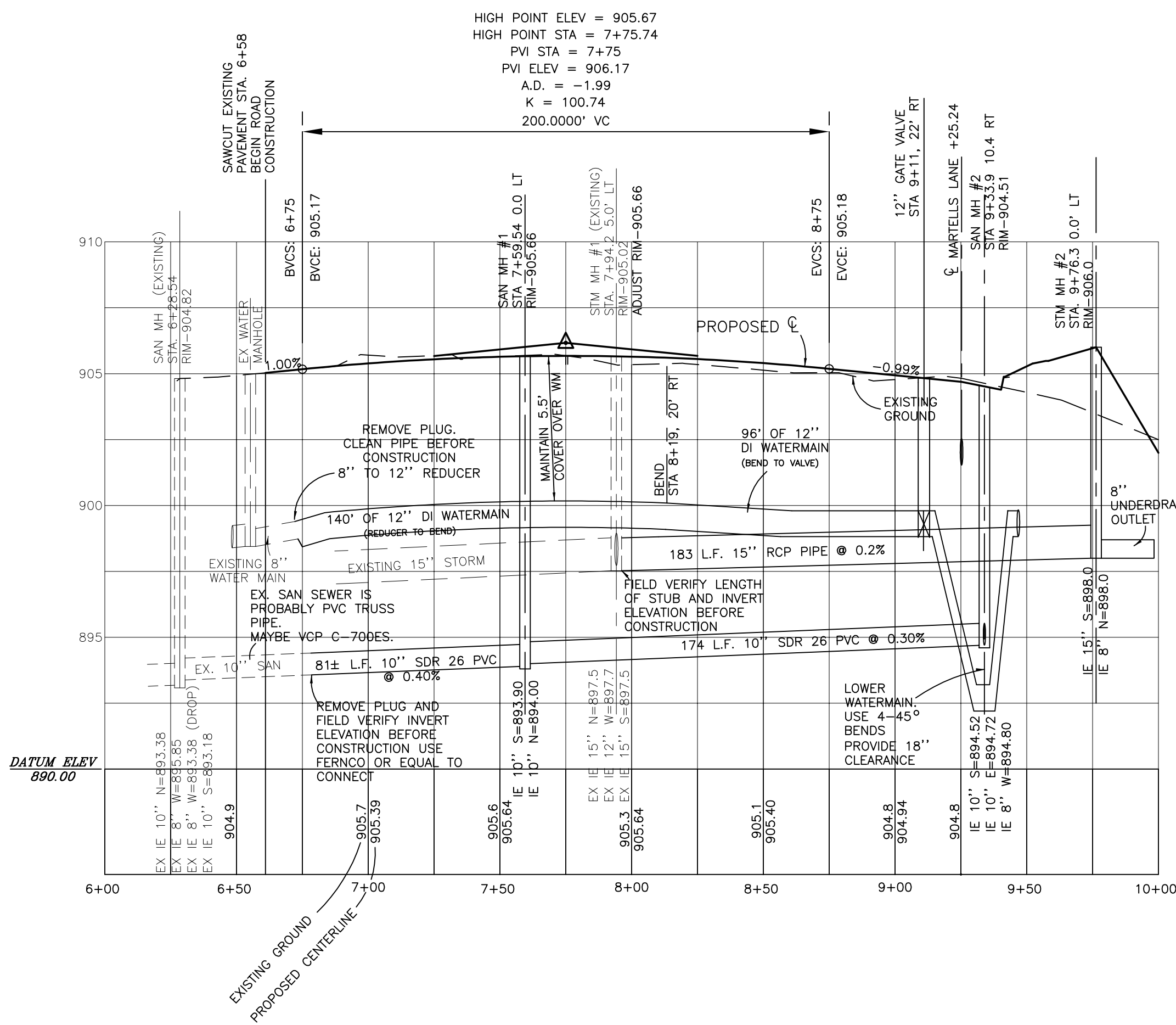
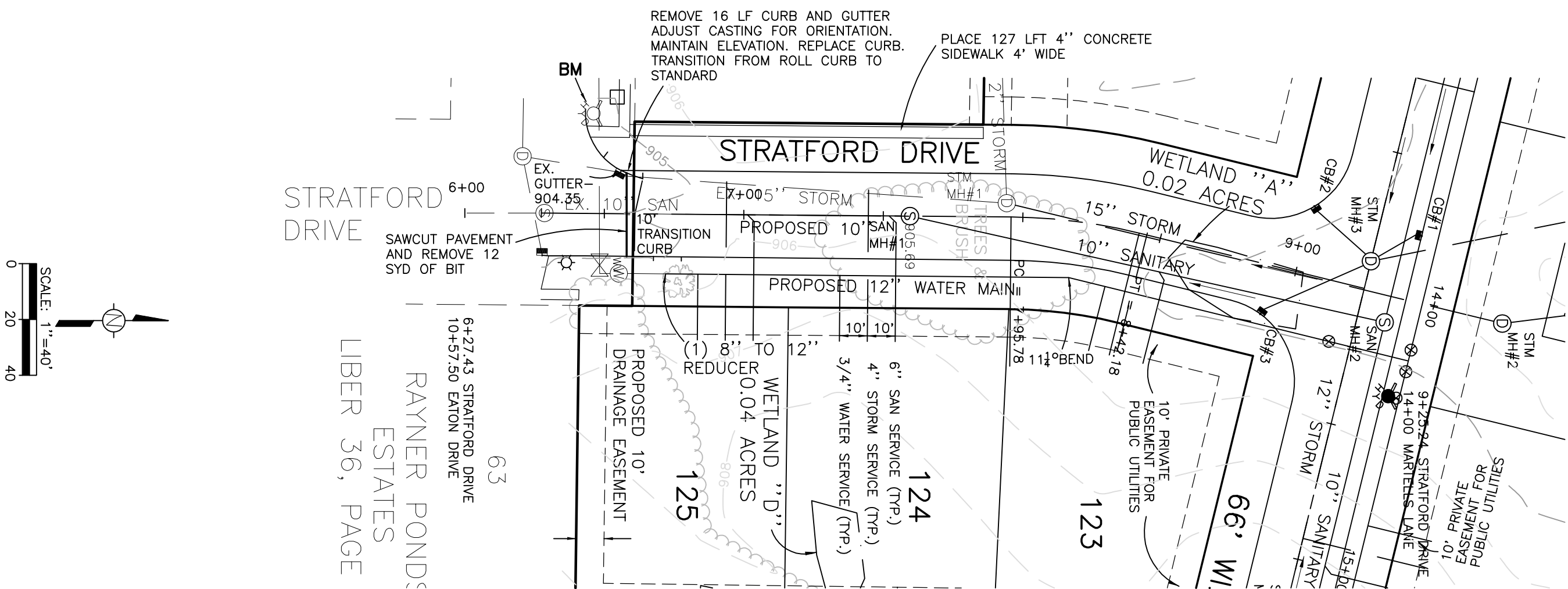
HORZ SCALE: 1"= 40'

VERT SCALE: 1"= 4'

SHEET 1 OF 7

BENCHMARK-TOP MAIN STEAMER ON
HYDRANT AT INTERSECTION STRATFORD
DRIVE & EATON DRIVE. ELEVATION-
906.91 NGVD

CONSTRUCTION PLANS FOR RAYNER PONDS ESTATES NO. 4



LEGEND	
PROPOSED	EXISTING
⊙	⊙
⊙	⊙
— — — — —	— — — — —
— — — — —	— — — — —
⊙	⊙
— — — — —	— — — — —
■	■

DATE	REVISIONS

DEVELOPER: GIGUERE HOMES
6200 PINE HOLLOW DRIVE, STE 100
EAST LANSING, MI 48823

ENG SURVEYING & ENGINEERING
805 N. CEDAR PO BOX 87
MASON, MICHIGAN 48854-0087
517-676-6565
FAX 517-676-6675

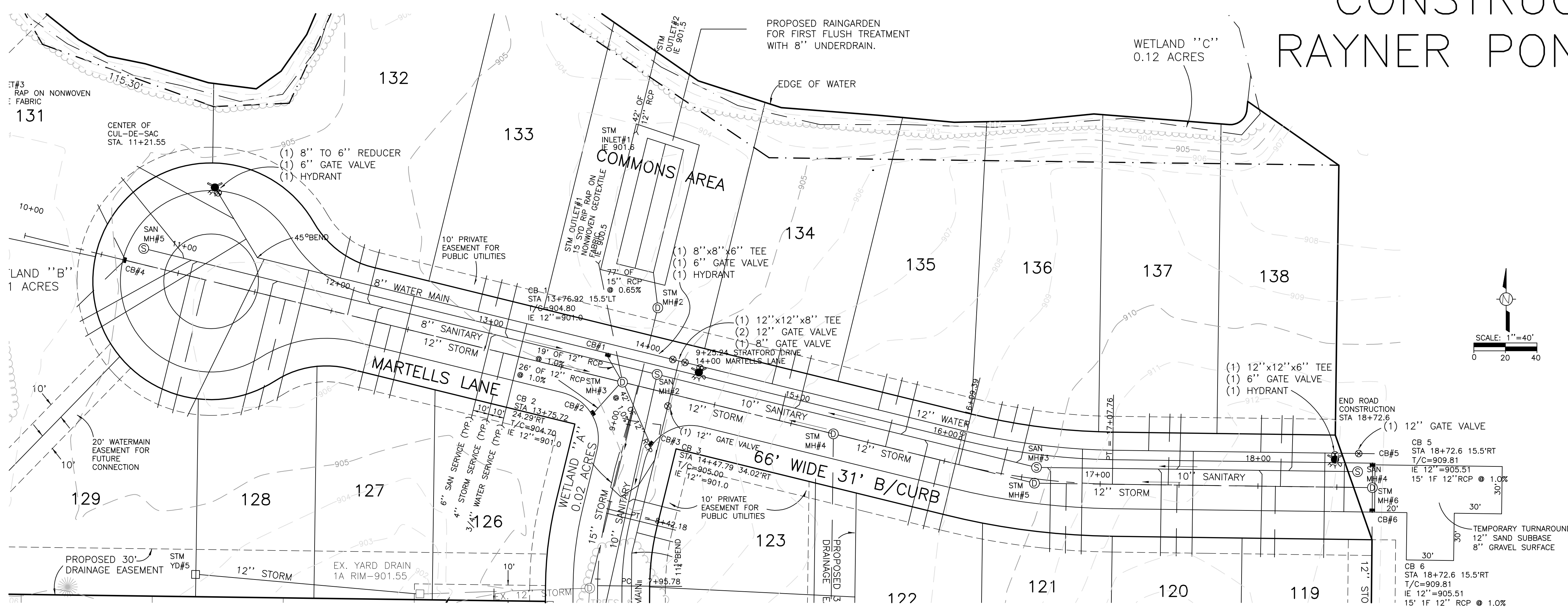
ESE JOB# 33-3119 Construction Plans.dwg

CONSTRUCTION PLANS
STRATFORD DRIVE
PLAN & PROFILE

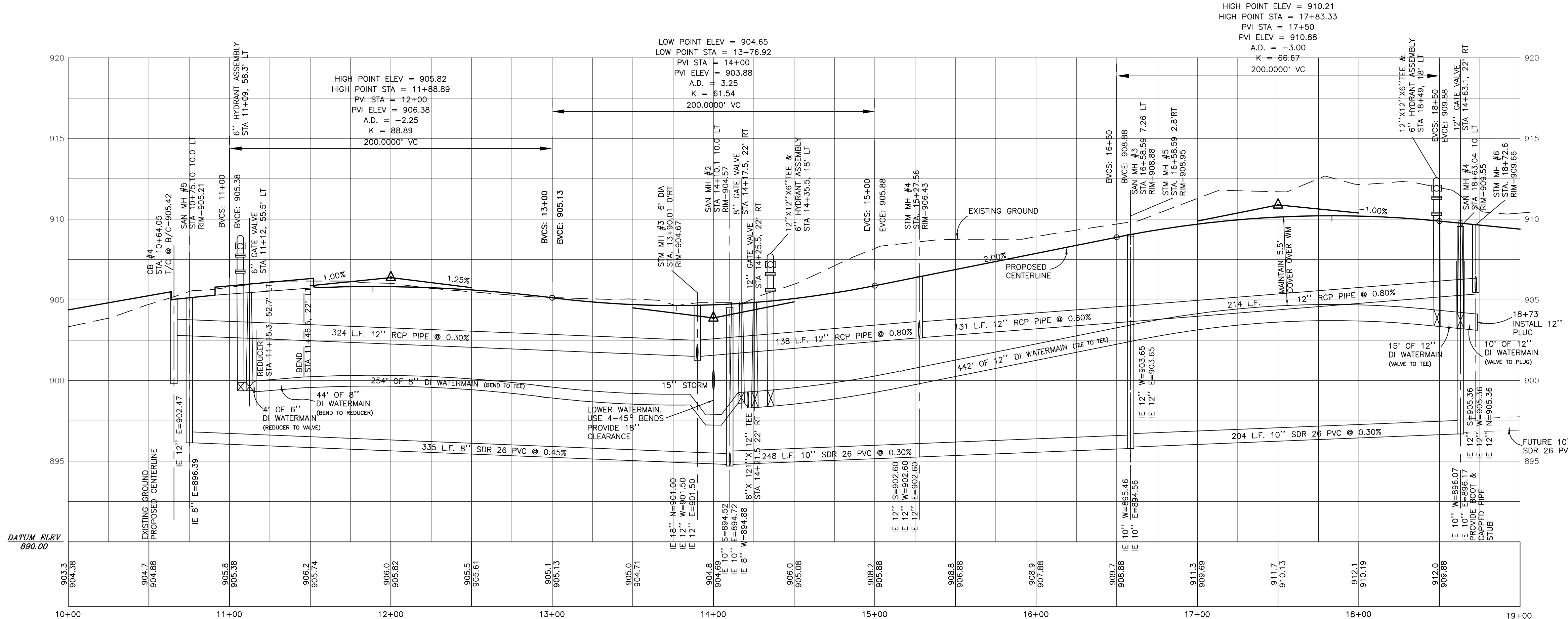
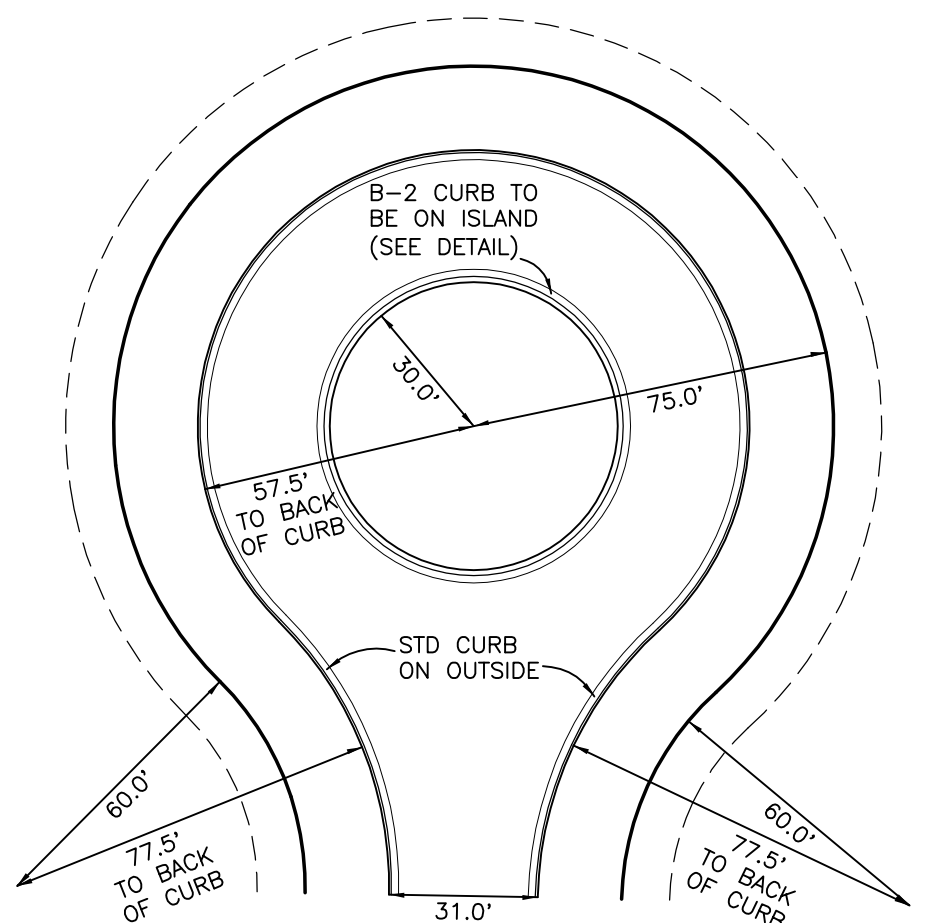
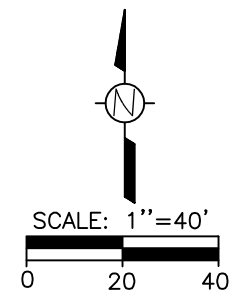
HORZ SCALE: 1"= 40'
VERT SCALE: 1"= 4'
SHEET 2 OF 7

PLAN DATE: MARCH 29, 2019

CONSTRUCTION PLANS FOR RAYNER PONDS ESTATES NO. 4



BENCHMARK—TOP MAIN STEAMER ON
HYDRANT AT INTERSECTION STRATFORD
DRIVE & EATON DRIVE. ELEVATION—
906.91 NGVD



LEGEND	
PROPOSED	EXISTING
⊙	⊙
⊙	⊙
---	---
---	---
⊙	⊙
---	---
⊙	⊙
---	---

DATE	REVISIONS
11/02/21	ADD CUL-DE-SAC DETAIL

DEVELOPER: GIGUERE HOMES
6200 PINE HOLLOW DRIVE, STE 100
EAST LANSING, MI 48823

ENDER SURVEYING & ENGINEERING
805 N. CEDAR PO BOX 87
MASON, MICHIGAN 48854-0087
517-676-6565
FAX 517-676-6675

ENGINEERING

ENDER SURVEYING & ENGINEERING
805 N. CEDAR PO BOX 87
MASON, MICHIGAN 48854-0087
517-676-6565
FAX 517-676-6675

ES-E JOB# 33-3119 Construction Plans.dwg

CONSTRUCTION PLANS
MARTELLS LANE
PLAN & PROFILE

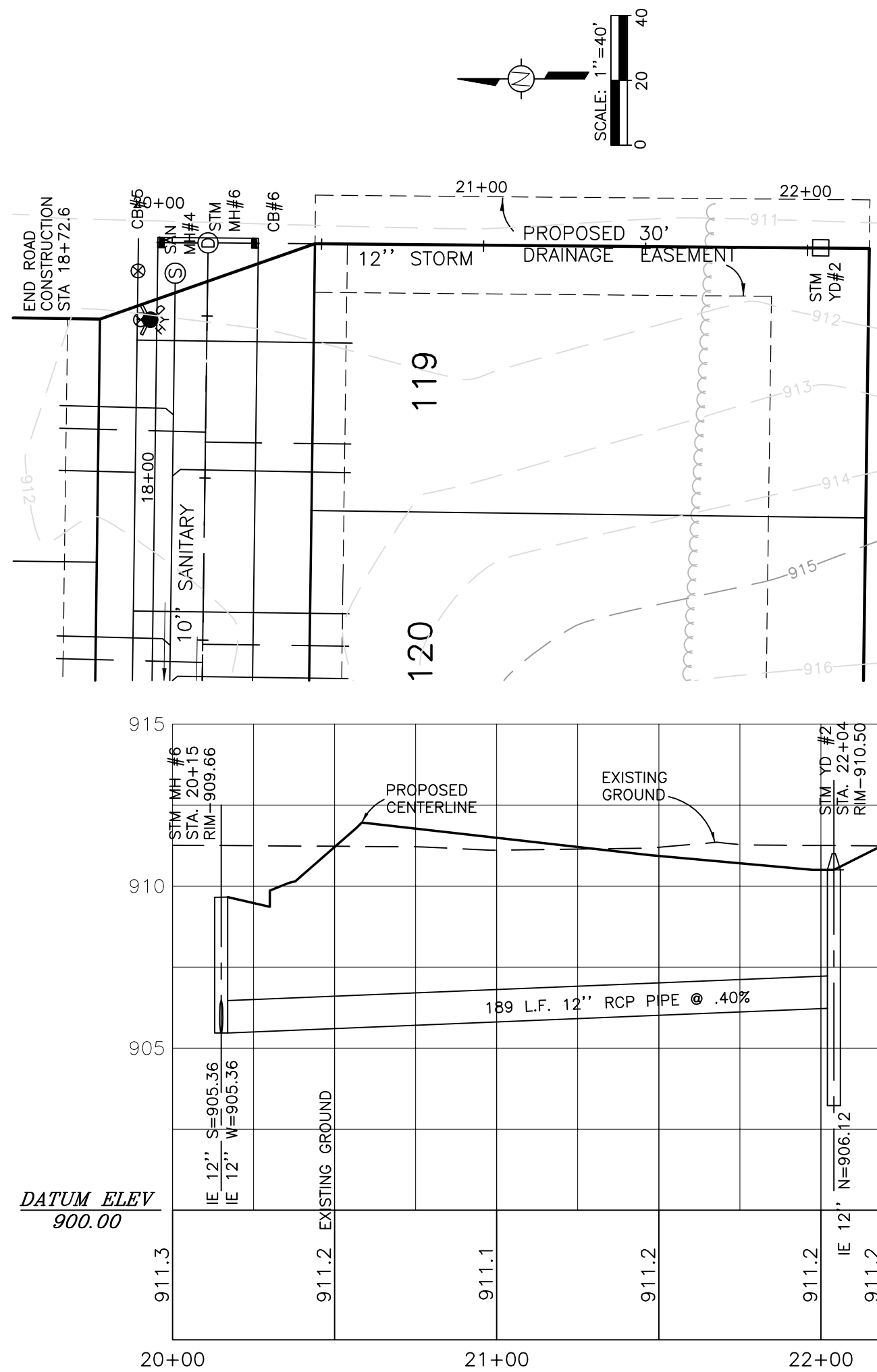
REV: NOVEMBER 2, 2021
PLAN DATE: MARCH 29, 2019

HORZ SCALE: 1"= 40'
VERT SCALE: 1"= 4'
SHEET 3 OF 7

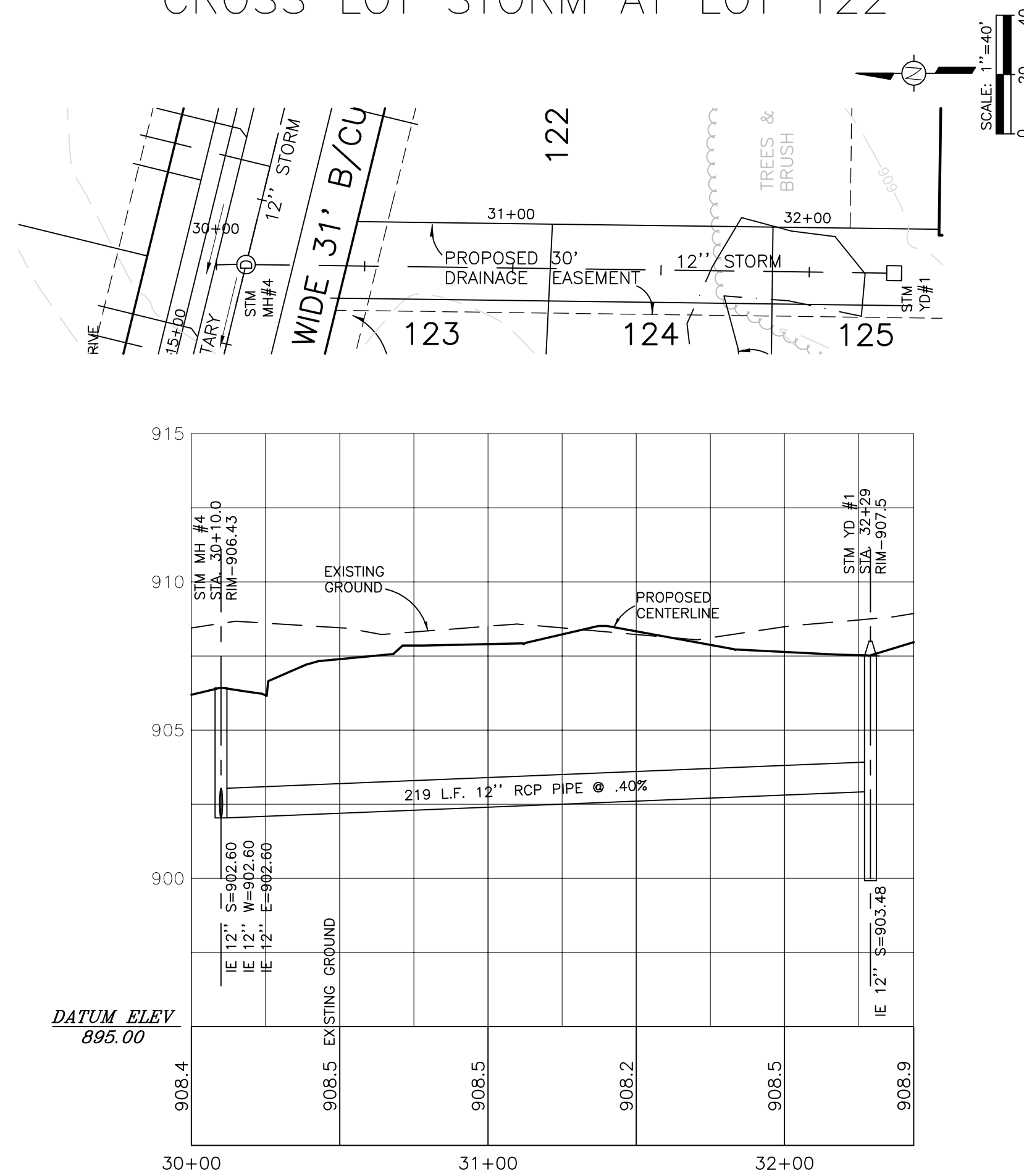
CONSTRUCTION PLANS FOR RAYNER PONDS ESTATES NO. 4

BENCHMARK—TOP MAIN STEAMER ON HYDRANT AT
INTERSECTION STRATFORD DRIVE & EATON DRIVE.
ELEVATION—906.91 NGVD 88

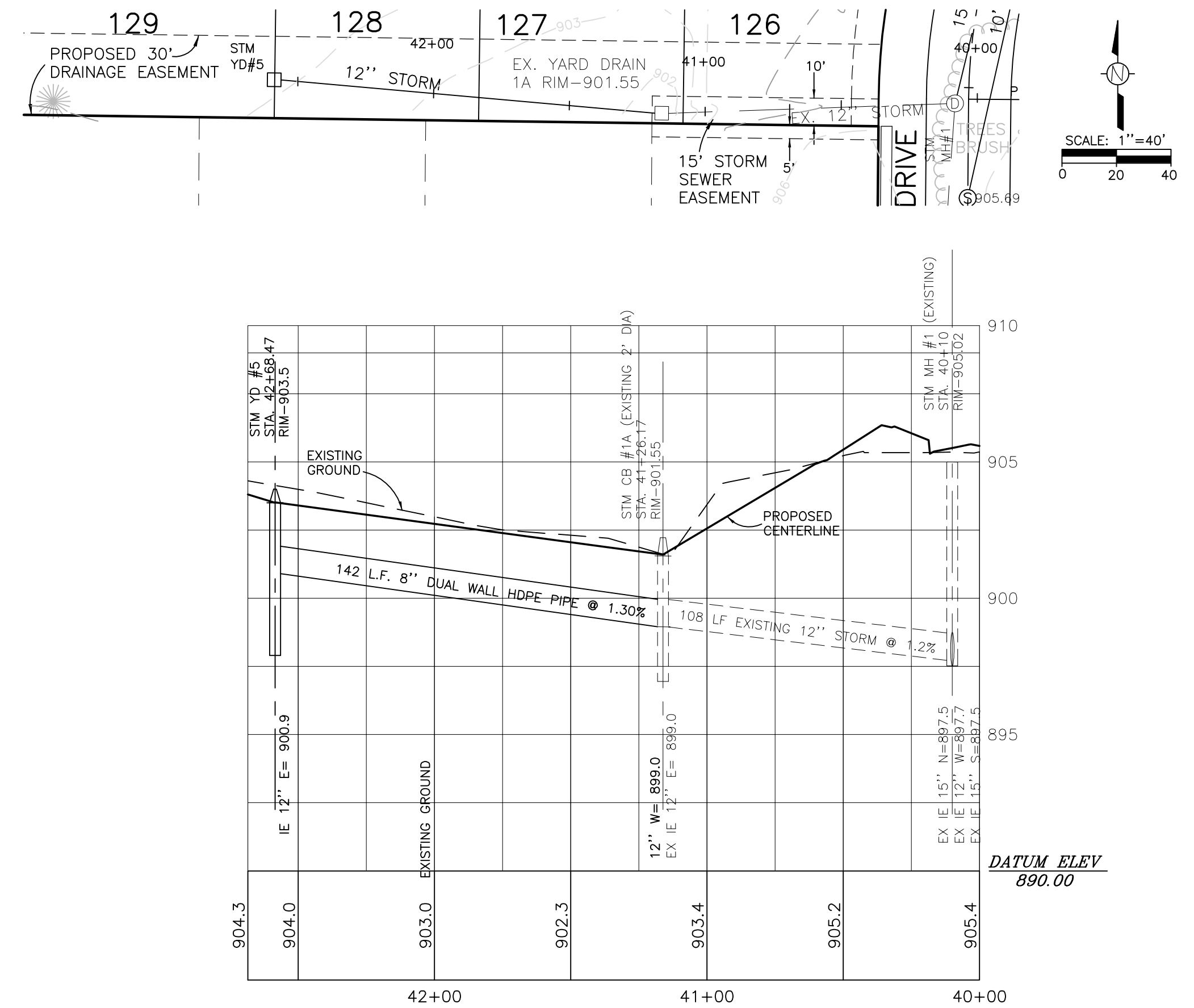
CROSS LOT STORM AT LOT 119



CROSS LOT STORM AT LOT 122

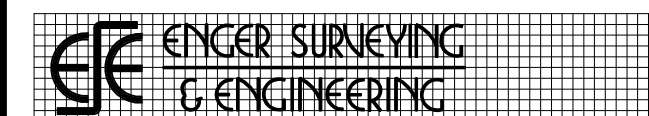


CROSS LOT STORM AT LOT
126, 127, 128



DATE	REVISIONS

DEVELOPER: GIGUERE HOMES
6200 PINE HOLLOW DRIVE, STE 100
EAST LANSING, MI 48823



ENGES SURVEYING & ENGINEERING
805 N. CEDAR PO BOX 87
MASON, MICHIGAN 48854-0087
517-676-6565
FAX 517-676-6675

ESE JOB# 33-3119 Construction Plans.dwg

CONSTRUCTION PLANS
RAYNER PONDS ESTATES NO. 4
CROSS LOT PLAN & PROFILE

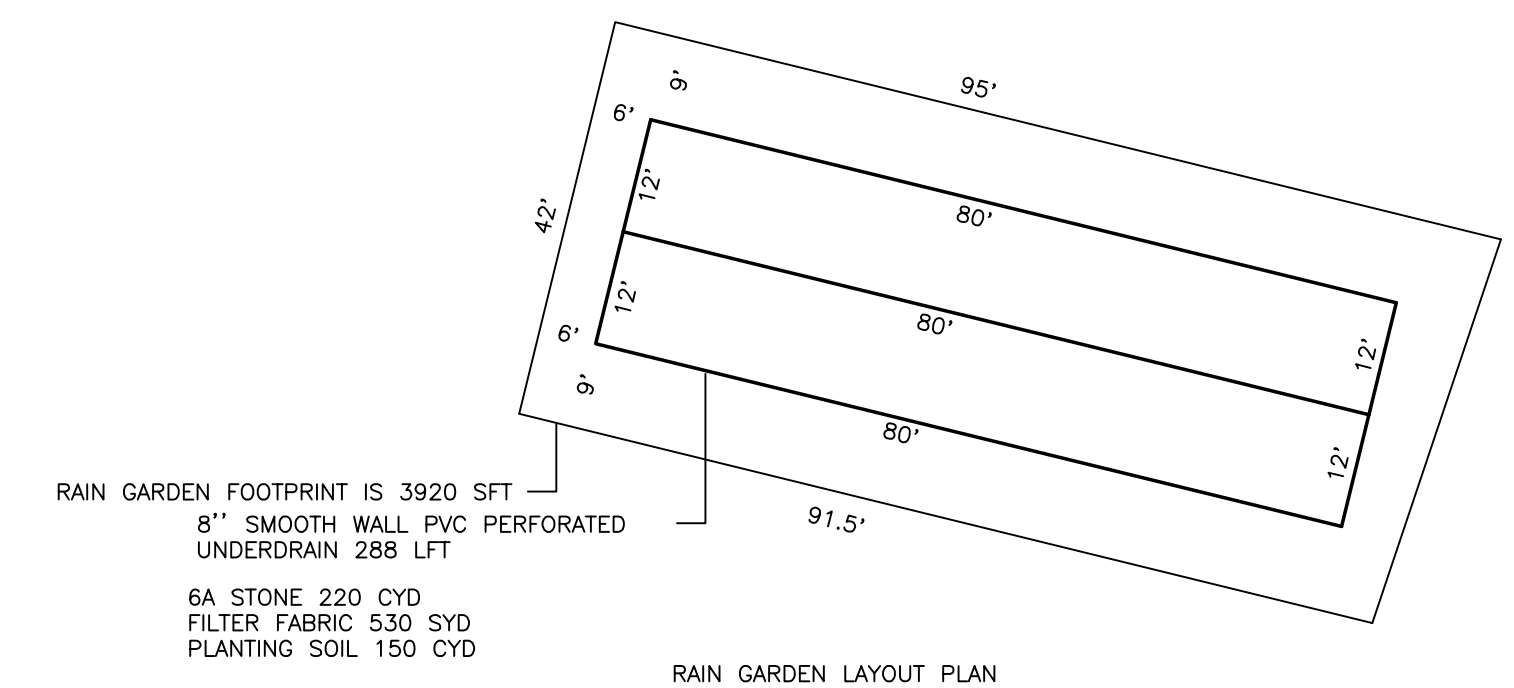
HORZ SCALE: 1"= 40'

VERT SCALE: 1"= 4'

SHEET 4 OF 7

PLAN DATE: MARCH 29, 2019

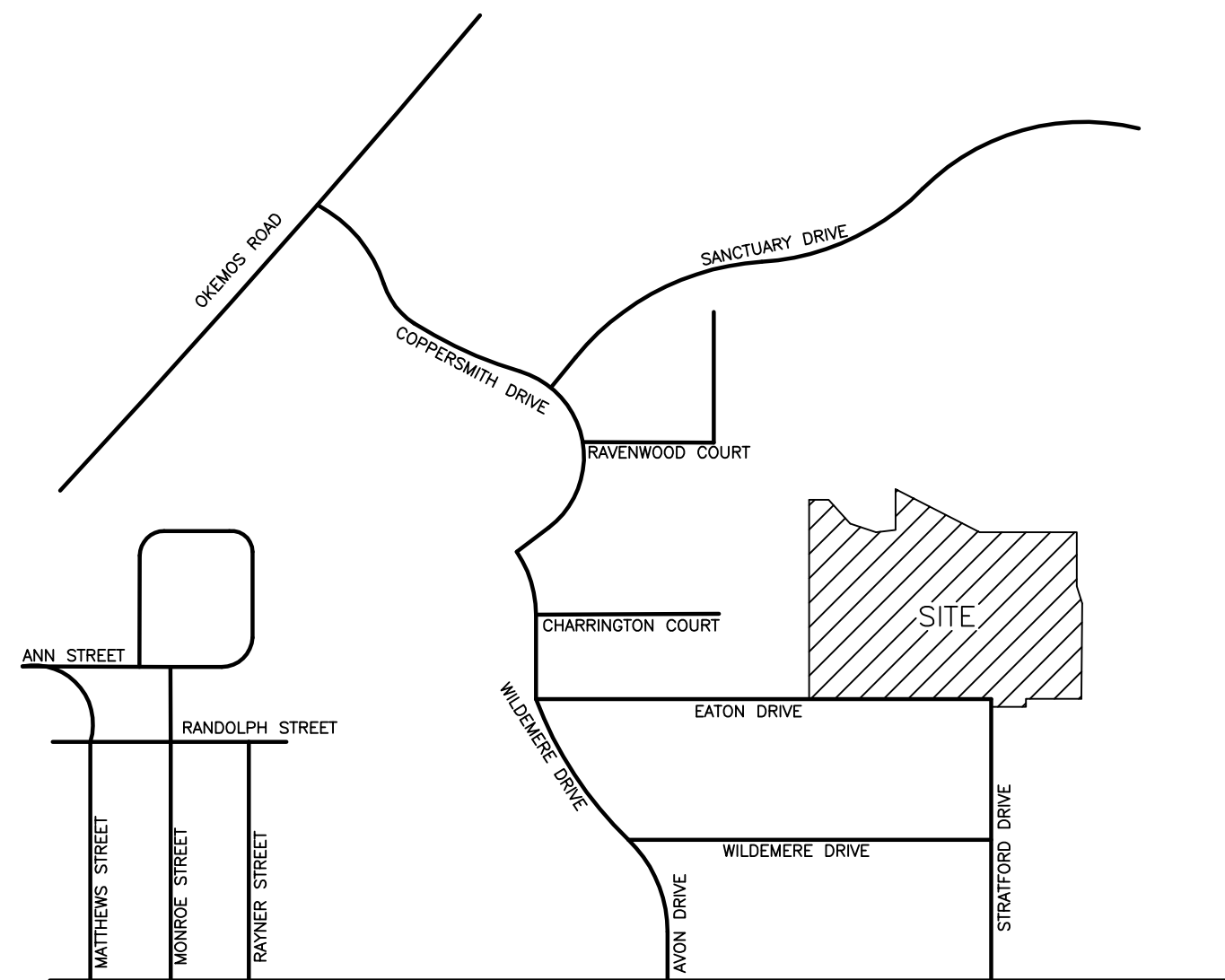
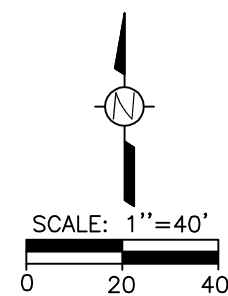
CONSTRUCTION PLANS FOR
RAYNER PONDS ESTATES NO. 4



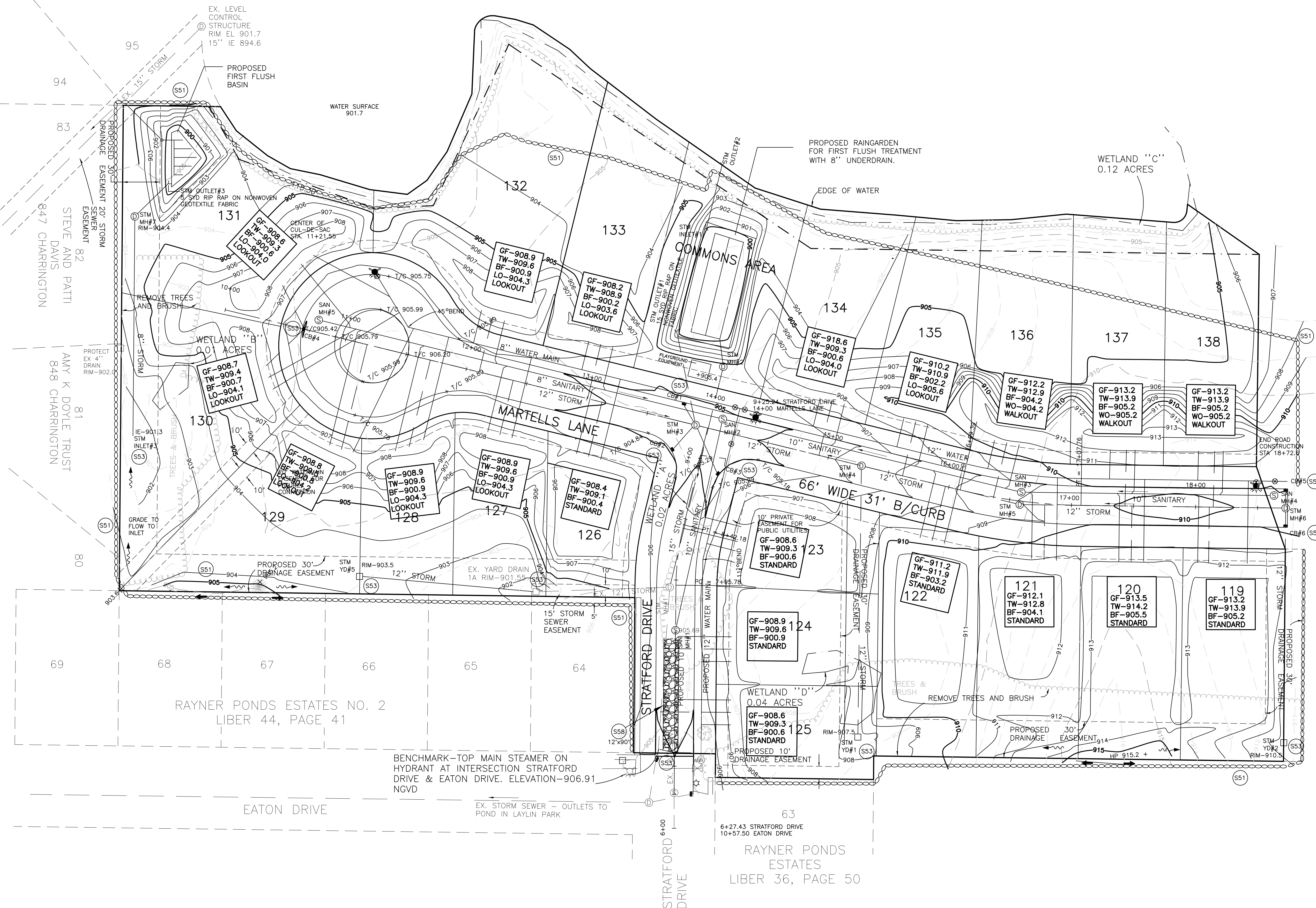
SHEET 5 OF 7

CONSTRUCTION PLANS FOR RAYNER PONDS ESTATES NO. 4

BENCHMARK—TOP MAIN STEAMER ON HYDRANT AT
INTERSECTION STRATFORD DRIVE & EATON DRIVE.
ELEVATION—906.91 NGVD 88



LOCATION MAP
NO SCALE



LEGEND

- LIMIT OF TREES AND BRUSH
- EXISTING CONTOUR
- PROPOSED CONTOUR
- PROPOSED ELEVATION
 - TOP OF CURB — T/C 904.39
 - HIGH POINT — HP 915.2
 - SEWER STRUCTURE RIM ELEVATION — RIM 905.89
- PROPOSED BUILDING ELEVATIONS
 - GF— GARAGE FLOOR
 - TW—TOP OF CONCRETE FOUNDATION WALL
 - BF— BASEMENT FLOOR
 - LO— LOOKOUT WINDOW SILL
 - WO— WALKOUT DOOR THRESHOLD
- (S51) SILT FENCE
- (S53) INLET PROTECTION OR SILT SACK
- (S58) TRACKING MAT
- EXISTING SURFACE FLOW DIRECTION
- PROPOSED SURFACE FLOW DIRECTION
- FOUNDATION TYPES:
 - STANDARD
 - LOOKOUT
 - WALKOUT
- BUILDING ELEVATIONS AND FOUNDATION TYPES COULD CHANGE AT TIME OF BUILDING PERMIT APPLICATION AND MAY VARY FROM THOSE SHOWN ON THIS PLAN.

DATE	REVISIONS
9-17-19	ADD PLAYGROUND EQUIPMENT AND BENCH IN COMMONS AREA

DEVELOPER: GIGUERE HOMES
6200 PINE HOLLOW DRIVE, STE 100
EAST LANSING, MI 48823



ESR JOB# 33-3119 Construction Plans.dwg

ENGER SURVEYING & ENGINEERING
805 N. CEDAR PO BOX 87
MASON, MICHIGAN 48854-0087
517-676-6565
FAX 517-676-6675

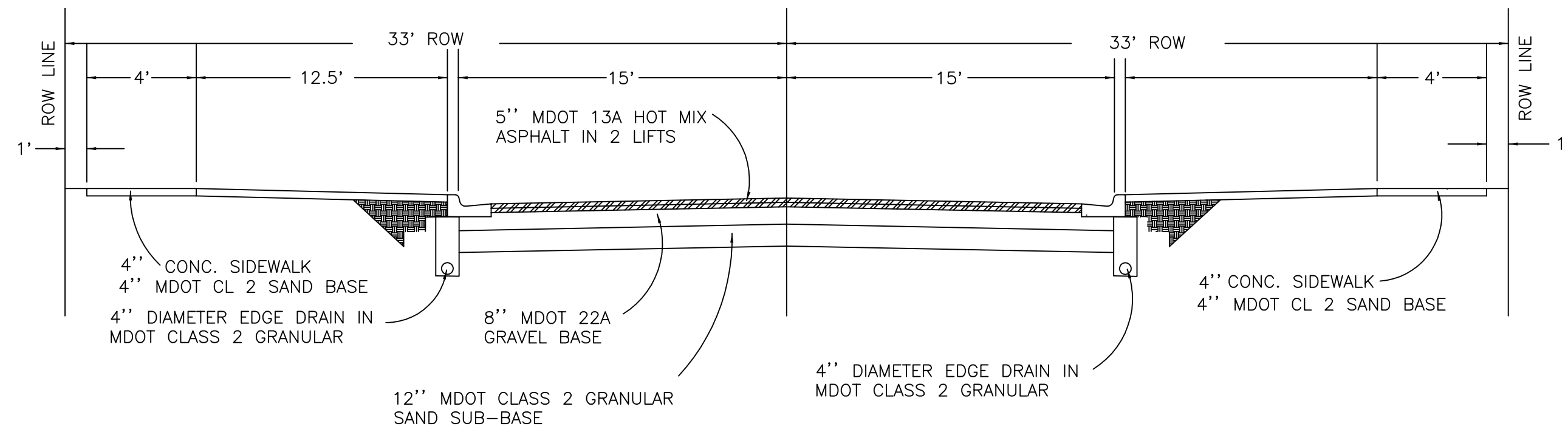
CONSTRUCTION PLANS
RAYNER PONDS ESTATES NO. 4
GRADING AND SOIL EROSION AND
SEDIMENTATION CONTROL

HORZ SCALE: 1"= 40'
VERT SCALE: 1"= 4'
SHEET 6 OF 7

REV 1 DATE: SEPT 17, 2019
PLAN DATE: AUGUST 9, 2019

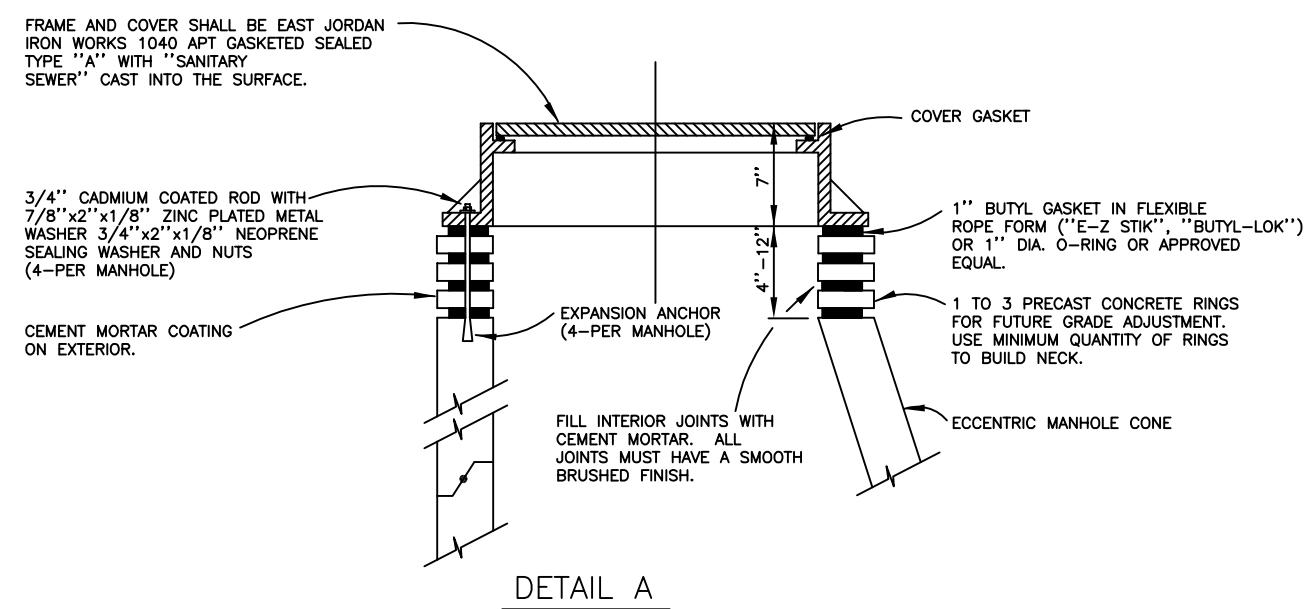
CONSTRUCTION PLANS FOR RAYNER PONDS ESTATES NO. 4

A SUBDIVISION OF PART OF THE SOUTHEAST 1/4 OF SECTION 4,
T2N, R1W, CITY OF MASON, INGHAM COUNTY, MICHIGAN

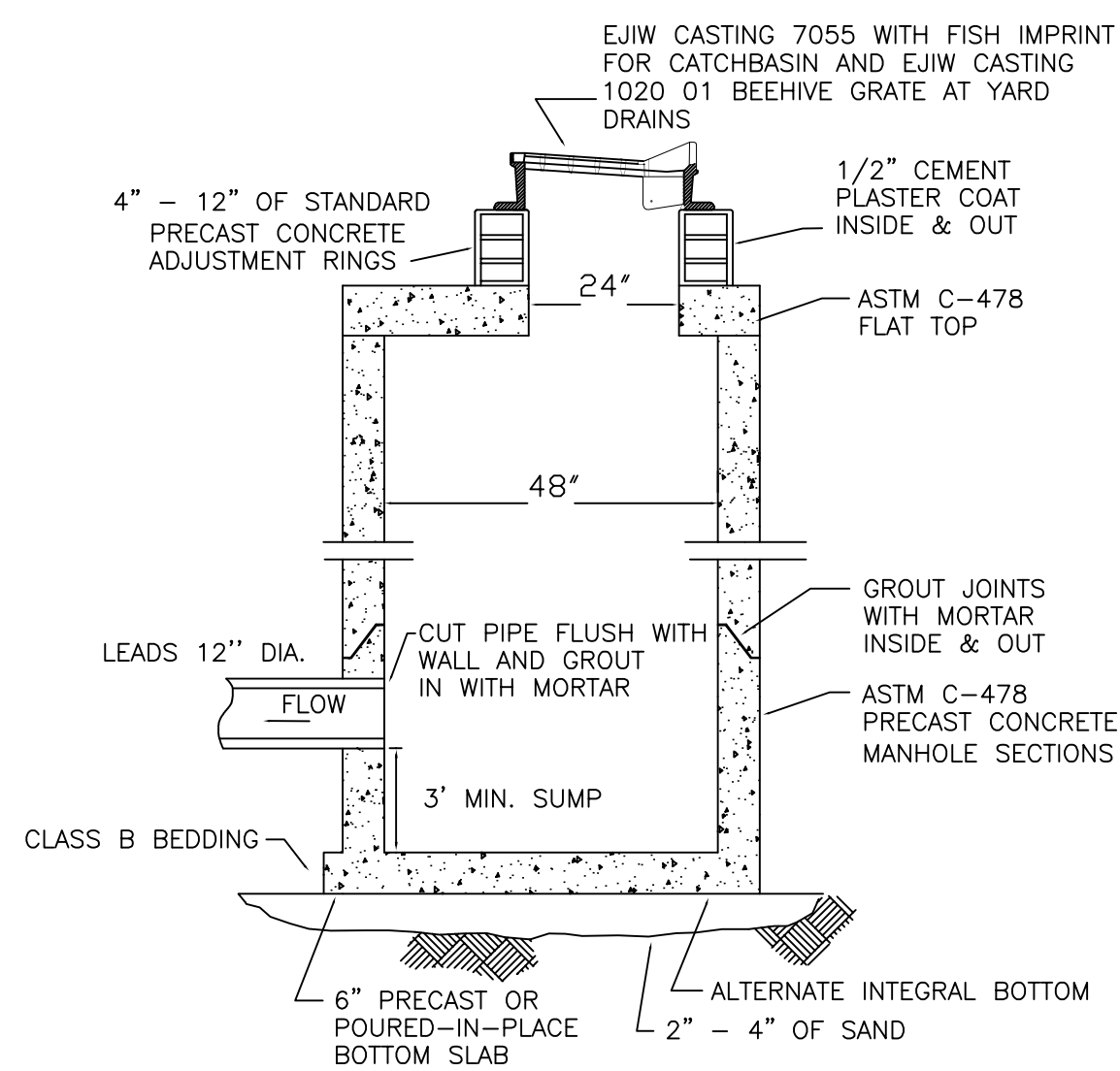


TYPICAL ROAD CROSS SECTION

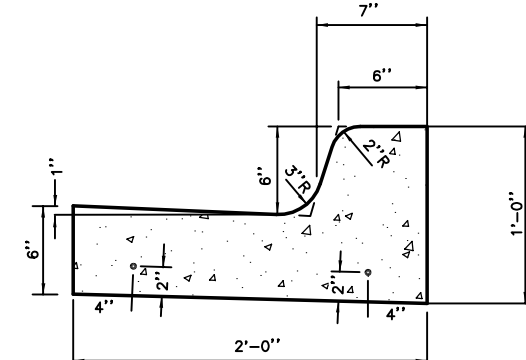
NO SCALE
PROPOSED PUBLIC STREETS
APPLIES TO
STRATFORD DRIVE AND MARTELLS LANE



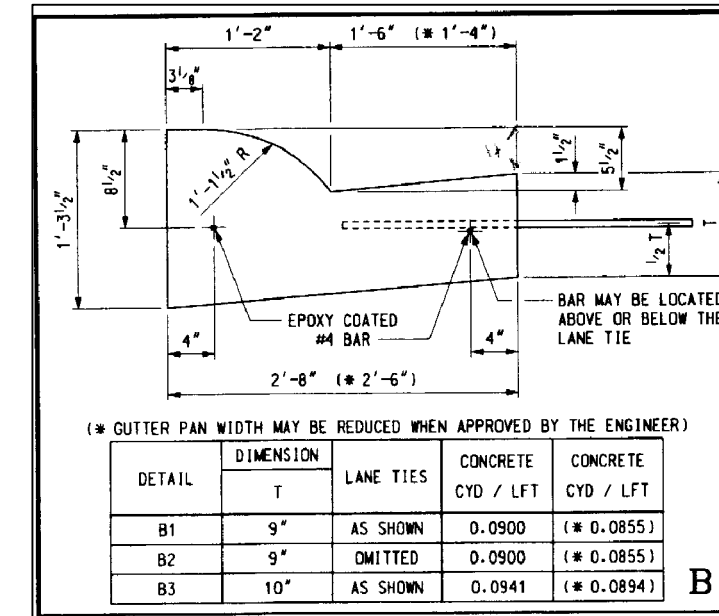
DETAIL A



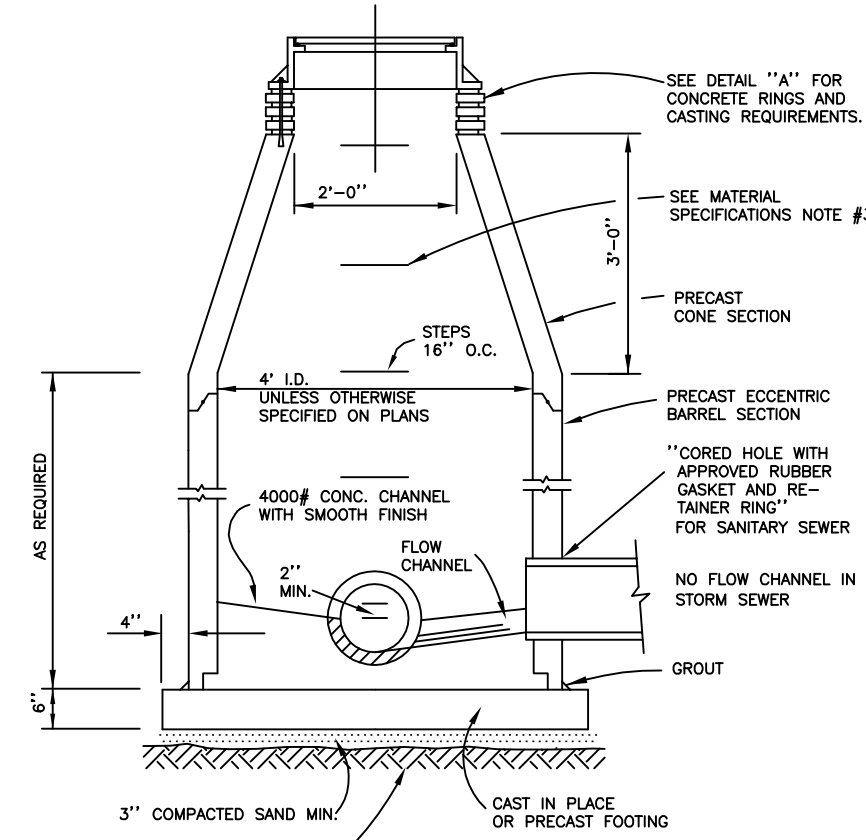
TYPICAL CATCHBASIN
AND YARD DRAIN



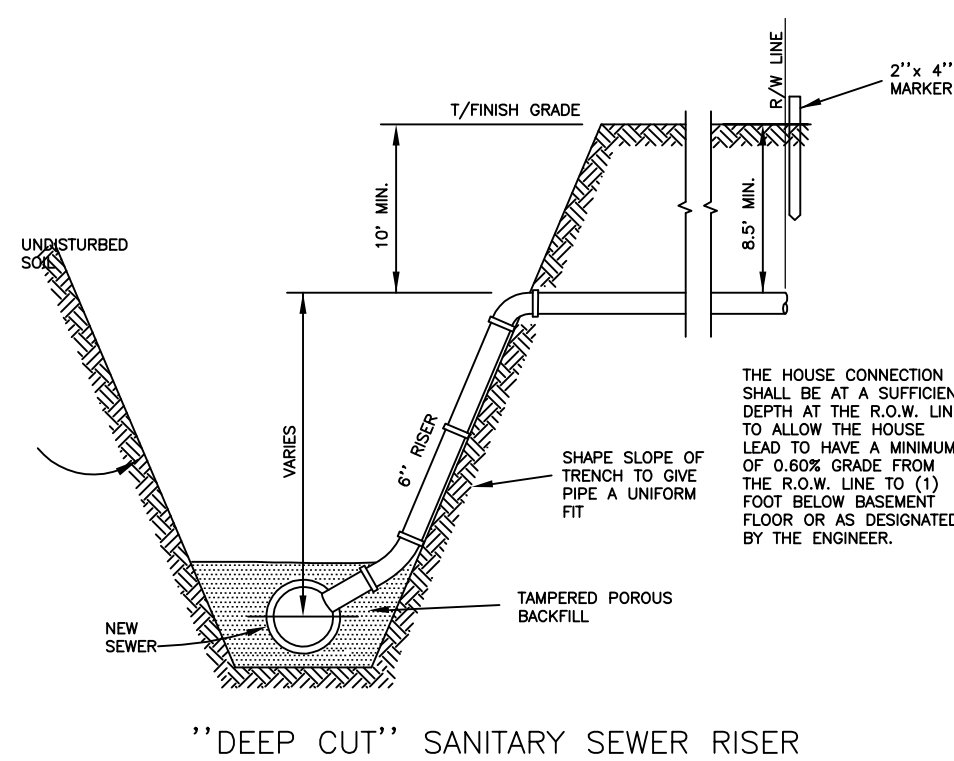
CURB & GUTTER DETAIL
NO SCALE



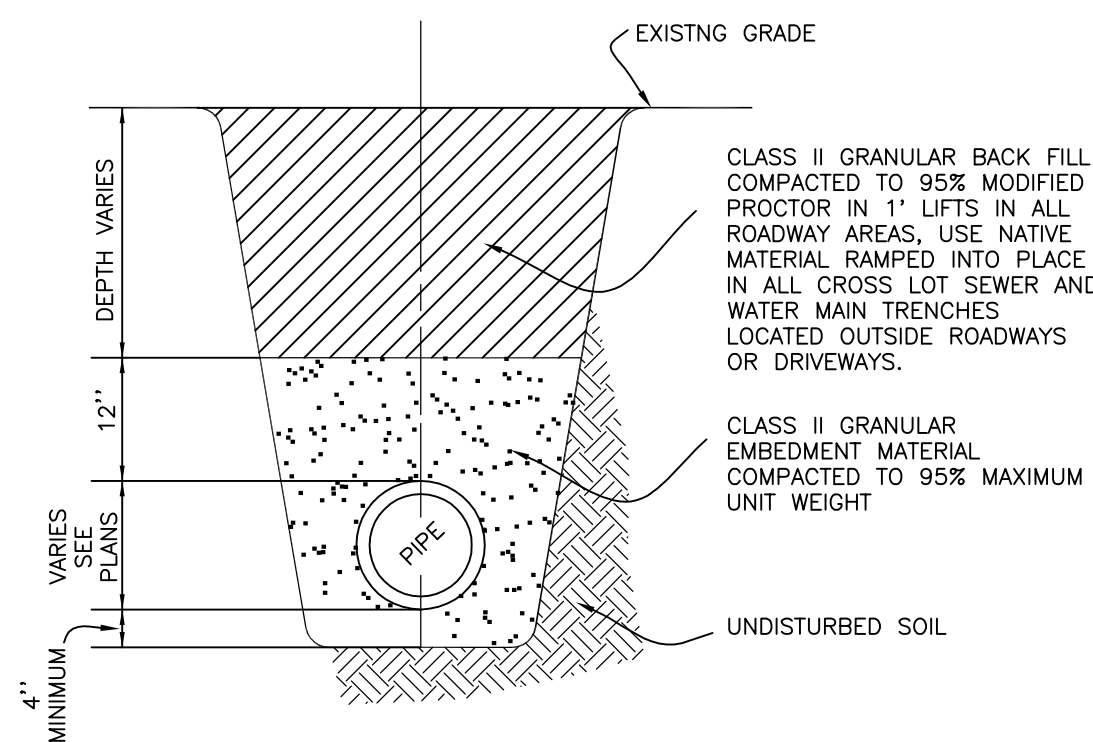
B-2 CURB & GUTTER DETAIL
NO SCALE



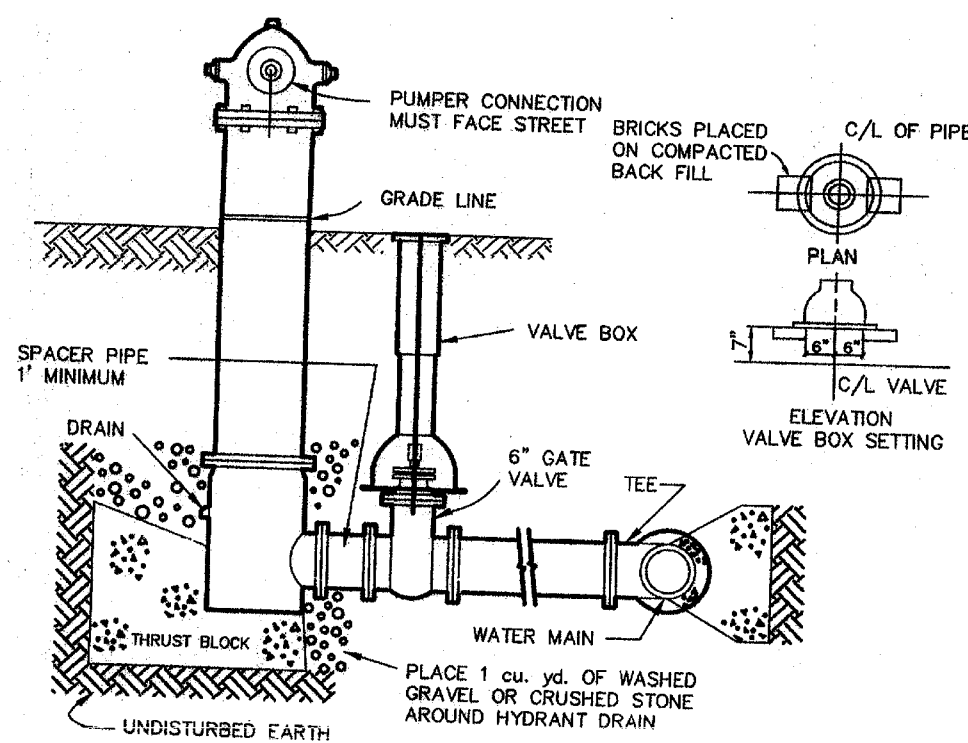
STANDARD MANHOLE DETAIL



DEEP CUT SANITARY SEWER RISER



TRENCH DETAIL
NO SCALE



STANDARD FIRE HYDRANT
NO SCALE

WATER MAIN SPECIFICATIONS:

- PIPE FOR WATER MAINS SHALL BE DUCTILE IRON CLASS 52, CEMENT LINED IN ACCORDANCE WITH ASA A21.4. JOINTS SHALL BE SLIP-ON TYPE CONFORMING TO ASA A21.11.
- VALVES 12" & SMALLER SHALL BE MUELLER GATE VALVES, RESILIENT SEAT MODEL A-2370-20 OR US PIPE METRO 250 RESILIENT SEAT GATE VALVES OR AMERICAN DARLING RESILIENT SEAT GATE VALVE, CRS-80. VALVES TO HAVE NON-RISING STEM AND OPEN TO THE LEFT. VALVES SHALL BE INSTALLED IN MUELLER H-10357, 3-PIECE ADJUSTABLE BUFFALO BOX.
- HYDRANTS SHALL BE EAST JORDAN IRON WORKS NO. 5BR WITH 5'-6" STANDARD BURY, TO INCLUDE 2-5" RLS QUICK CONNECT STORZ, FIRE FLOW PUMPER NOZZLES AND CAP. HYDRANTS SHALL OPEN TO THE LEFT. THE OPERATING NUT SHALL BE 1-1/8", CAST IRON, PENTAGON. COLOR OF HYDRANT SHALL BE YELLOW.
- WATER LINES SHALL BE INSTALLED TO LINES AND GRADES SET BY THE ENGINEER. THE PIPES SHALL BE INSTALLED AT A DEPTH TO PROVIDE A MINIMUM OF 5.5' OF COVER.
- WATER SERVICE LINES SHALL BE 3/4" TYPE "K" COPPER. LINES SHALL EXTEND TO THE PERMANENT EASEMENT LINE. INSTALL A PLUG ON ENDS OF SERVICE LINES. CORPORATION STOPS SHALL BE AWWA THREAD INLET, FORD, F1000 PACK-JOINT AND INSTALLED AS DIRECTED BY ENGINEER. INSTALL ONE CURB STOP ON EACH SERVICE LEAD AS DIRECTED BY ENGINEER. MUELLER 95E BUFFALO BOX SHALL BE USED WITH CURB STOPS.
- ALL FITTINGS, HYDRANTS, AND VALVES SHALL BE FIXED TO THE WATER MAIN BY 'MEGALUG' MECHANICAL JOINT.
- COMPLETED MAINS MUST PASS PRESSURE TEST AND BACTERIA TESTS.

STORM SEWER SPECIFICATIONS:

- MATERIALS FOR STORM SEWER PIPE 12" OR GREATER SHALL BE C76 CLASS III OR IV CONCRETE PIPE. JOINTS FOR STORM SEWER SHALL BE WRAPPED. 8" STORM SEWER SHALL BE HDPE DUAL WALL PIPE, ADS N-12 OR EQUAL.
 - SUB-GRADE DRAINAGE PIPE MATERIAL SHALL BE 4" PERFORATED, CORRUGATED POLYETHYLENE MEETING THE REQUIREMENTS OF ASTM D3350 WITH SYNTHETIC FIBER WRAP.
 - MANHOLES AND CATCH BASINS SHALL BE PRE-CAST MEETING REQUIREMENTS OF ASTM C-478-63T WITH RUBBER GASKET JOINTS MEETING REQUIREMENTS OF ASTM C-425.
 - MANHOLE CASTINGS SHALL BE EAST JORDAN 1620 WITH A PERFORATED COVER. CASTINGS SHALL BE SET IN A FULL BED OF MORTAR TO PROVIDE A WATERPROOF JOINT BETWEEN THE FRAME AND THE MASONRY.
 - CASTING SHALL BE SET IN A FULL BED OF MORTAR TO PROVIDE A WATERPROOF JOINT BETWEEN THE FRAME AND THE MASONRY.
 - STEPS SHALL BE OF AN APPROVED DESIGN, MADE OF CAST IRON, ALUMINUM OR PLASTIC COATED STEEL. RUNGS SHALL BE A MIN. OF 10" CLEAR LENGTH, DESIGNED TO PREVENT THE FOOT FROM SLIPPING OFF THE END AND CAPABLE OF SUPPORTING 300 LBS.
 - STORM SEWER LEADS SHALL BE 4" SDR-35 OR PVC SCH 40. LOCATION OF LEADS SHALL BE AS SHOWN ON PLANS.
- SANITARY SEWER SPECIFICATIONS:
- Materials for Sanitary Sewer Pipe shall be as follows:
8" SDR 26 PVC
 - Sanitary sewer leads shall be SDR 26 PVC.
 - Manholes shall be precast meeting requirements of ASTM C-478 with rubber gasket joints meeting requirements of ASTM C-425. Manholes shall be furnished with flexible rubber sleeves for pipe connections. Press Wedge II, Lock Joint or approved equal.
 - Steps shall be of an approved design, made of cast iron, aluminum or plastic coated steel. Rungs shall be a minimum of 10" clear length, designed to prevent the foot from slipping of the end and capable of supporting 300 lbs.
 - Completed mains must be televised. Completed mains must pass low pressure air test.

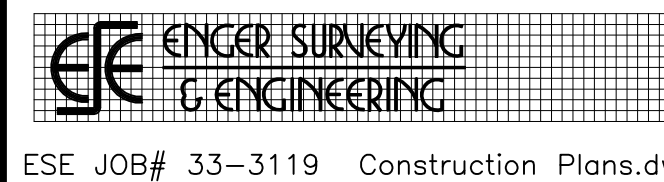
GENERAL NOTES:

- All utilities shall be notified in accordance with Act 53 of 1974, Public Acts of Michigan, prior to excavation for any construction required under this contract.
- The Developer shall exercise care when excavating near existing utilities. Hand excavation or locating of utilities shall be required and the Developer shall be responsible for all damages caused by his operations.
- The Developer shall be responsible for restoration of all public and private property removed or damaged during this construction. Developer shall replace all damaged or destroyed items with new material as approved by the Engineer.
- All temporary pumping of ground water encountered during the construction process shall be the responsibility of the Developer.
- All work shall be performed in accordance with the Soil Erosion and Sedimentation Control Act of 1972, Act 347 of Michigan. Permits for Act 347 will be the responsibility of the owner. It shall be the Contractor's and Developer's responsibility to adhere to all requirements of the permit and to the Act.
- Street construction shall be in accordance with the requirements of the City of Mason.
- Dust control for the project is the Contractor's and Developer's responsibility and must be maintained or as directed by the Engineer.
- Minimum 10 ft. horizontal clearance and 18 inch vertical clearance must be maintained between sewers and water pipes.
- Surplus excavated material shall be hauled and disposed of by the Developer. Spillage of material along haul routes will not be allowed.
- The common area playground is to be maintained by the Homeowners Association.
- The owners of the lots in Rayner Ponds Subdivision No. 4 will be part of the Rayner Ponds Estates Community Association and that those with frontage on the pond will be members of the Lake association.
- No structures, fences or other obstructions are to be erected within the required 30' drainage easement in accordance with the Drainage Maintenance Agreement filed with the City.

REVISED: NOVEMBER 2, 2021
PLAN DATE: MARCH 29, 2019

DATE	REVISIONS
11/02/21	added curb detail & notes required by City.

DEVELOPER: GIGUERE HOMES
6200 PINE HOLLOW DRIVE, STE 100
EAST LANSING, MI 48823



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CONSTRUCTION PLANS
RAYNER PONDS ESTATES NO. 4
DETAIL SHEET

HORZ SCALE: 1"= 40'
VERT SCALE: 1"= 4'
SHEET 7 OF 7



City Manager's Report: October 29, 2021

OPERATIONS

- **Councilmembers:** The joint City Council / Planning Commission Master Plan meeting is scheduled for November 16th at 6:30 p.m. in the Sycamore Room at City Hall. An assignment in preparation of that meeting was provided by email, if you have difficulty or need assistance, please let staff know.
- On October 16th, staff attended the Sunflower House Youth Garden Club and Learning Center Open House and received the attached Certificate of Appreciation on behalf of the City.
- On October 28th, Mason Police presented to the Mason Rotary Club regarding our new K-9 unit.
- November 2nd - Special Election Update:
 - Information on the proposal is available at mason.mi.us/ParkVote.
 - We currently have issued 1,435 Absentee Ballots and have received 916 ballots back.
 - Ways to vote:
 - Early In-Person Absent Voting – available at City Hall now through November 1. Clerk's office will be open SATURDAY, October 30th, 8:00am – 4:00pm and Monday, November 1, 8:30am – 4:00pm. More information is available at mason.mi.us/Election.
 - In-Person Voting – available Tuesday, November 2nd. Polls are open 7:00am – 8:00pm. More information is available at mason.mi.us/Election.

Staffing Updates:

- Staff capacity and burnout is continuing to be a growing problem for the organization. We are currently down six positions, and many staff are filling in the gaps. We are working on ways to reprioritize based on existing capacity, the current status of projects, and supply chain constraints. We will be communicating any changes to Council as they come up.
 - Immediate changes include shifting our available office hours to 8:30-4:30. We previously only allowed walk-ins from 8:30-4:30, but still answered phones from 8-5. That is not currently possible.
- Open Positions: Seasonal Part-Time Crossing Guards – Open Until Filled. Full-time Laborer- Position closed internally on October 14th and applications are under review. Full-Time – Customer Service Specialist – Position closed internally October 27th and applications are under review.
- New Hire: Chadwick Taylor started on October 19th as a Fire Fighter Trainee.

Traffic Updates:

- Ash Street (M-36) 500 East Block – Speed Complaint. Officers were assigned to the area for targeted enforcement and as a deterrent for high-speed drivers, MDOT was requested to trim brush away from speed limit signs, and the speed trailer will be deployed. Information was collected and traffic stops were made resulting in both verbal warnings and citations. Status: **Closed**

LARGE CITY PROJECTS

FY 2020-2021 CARRYOVER DUE TO TIMING			
Project	Project Name/Description	Status	Completed
PARKS/ CEMETERY/ FORESTRY/ NONMOTORIZED (P)			
2017-P8	Laylin Park - Phase II	Pathway and sidewalk completed; bids for pavilion and design for signs, in progress.	
2020-P5	Jefferson St – RR Pedestrian Crossing	Expected completion October 29	
2020-P8	Rayner Park- Master Park Plan	In progress, anticipated completion winter	
BUILDING, PROPERTY, EQUIPMENT (B)			
2018-B14	Fire Rehab 815 Replacement	Anticipate delivery 3rd quarter FY 21/22	
2019-B2a	City Hall – Phase I Design and Security	Security complete- work space eval has been delayed due to staff capacity.	

2020-B4a	DPW- Design	Staff is working on finalizing conceptual design with school district.	
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FY 2021-2022			
Project	Project Name/Description	Status	Completed
STREETS, SIDEWALKS, SIGNALS(S)			
2017-S23	Rayner St – Randolph St to Columbia St	Completed	July
2017-S24	Eugenia Dr – Northbrook St to End	Final layer of asphalt scheduled for October 29.	
2017-S25	Hall Blvd – Ash St to South St	Concrete to be completed October 29. Asphalt to start week of November 1	
2017-S26	Columbia St – Park St to Jefferson St	Completed	July
2019-S9b	Signal at E. Maple & S. Jefferson	DDA reviewed, acquiring quotes for Council	
UTILITIES: SANITARY SEWER, STORM WATER, AND WATER DISTRIBUTION (U)			
2017-U15	Replace Hydrants and Mason Plaza	Hydrants are installed. Final restoration and punch list items anticipated to be completed in November.	
2017-U34	Well No. 5 Rebuild	In progress	
2019-U3a	Wastewater Treatment Plant – Design	Request for Proposal advertised on October 22.	
2021-U1	WTP- High-Pressure Pump VFD	Staff developing RFP	
2021-U2	WTP- Replacement of Valves	Staff developing RFP	
PARKS/ CEMETERY/ FORESTRY/ NONMOTORIZED (P)			
2020-P3	Hayhoe Riverwalk Trail – Eval. & Repair	Grant submitted	
2020-P6, 2020-P12, 2020-P13, 2020-P14	Lee Austin Park- Plan/Design Bond Park - Plan/Design Griffin Park - Plan/Design Hayes Park - Plan/Design	In progress, anticipated completion Winter	
2020-P11	Rayner Park- Phase 1 Construction	Awaiting DNR funding response in 3 rd quarter	
MOTOR VEHICLE POOL (MVP)			
2017-MVP22	Vehicle No. 83	Police	Anticipated third quarter of FY 21-22
2017-MVP23	Vehicle No. 21	Cemetery/ Parks	Anticipated 2nd quarter of FY 21-22
2017-MVP27	Vehicle No. 86	Police	Vehicle being outfitted with equipment. Expected to be in service by November 24
2017-MVP24	Vehicle No. 59	Cemetery/ Parks	Anticipated 2nd quarter of FY 21-22
BUILDING, PROPERTY, EQUIPMENT (B)			
2017-B5b	Building: Library Phase 1, Part 1	Bid posted; Proposals due December 7	
2017-B7	Building: Parking Lot Repairs	Working on addressing punch list.	
2017-B10	Fire: Furnace/AC, Office & Training Area	Anticipated 2nd quarter of FY 21-22	
2017-B11	Fire: Washing Machine	For Council consideration November 3, 2021	
2018-B15	Fire: Sprinkler System in Truck Bay	Anticipated 2nd quarter of FY 21-22	
2018-B16	Fire: Station 1- Rear Approach	Working on addressing punch list.	
2018-B21	Police: Interview Rm Recording System	Anticipated 3rd quarter of FY 21-22	
2018-B23	Planning: Master Plan/Zoning Update	In progress, Joint CC/PC mtg scheduled for Nov 16 at 6:30 p.m.	
2018-B24	Building: Rental Furniture Replacement	Anticipated 3rd quarter of FY 21-22	
2019-B2b	Building: City Hall Renovations	Anticipated 3rd quarter of FY 21-22	
2019-B3	Clerk: Laserfiche Avante Upgrade	For Council consideration November 3, 2021	
2020-B4b	Public Works Facility Construction	Need to complete CIP: 2020-B4a	

ACTIVE PROJECTS STATUS UPDATES (PROJECTS NOT COORDINATED BY THE CITY)

Project Name	Status
PERMITS – COMMERCIAL PROJECTS (listed only once when active)	
202 Park St: Ethos Real Estate ACTIVE	Building permit active to remove chimney and cover with siding.
440 S. Jefferson: BAD Brewing Company ACTIVE	Building permit active for install of free-standing commercial kitchen on concrete pad with utility hook ups.
575 N. Cedar: Heb's Inn ACTIVE	Building permits are active to replace siding and reroof buildings.
Rayner Ponds Phase 4 Subdivision (Plat) APPROVAL PENDING Note: A Preliminary and Final Site Plan were previously approved in 2019 and the maximum extension granted in 2020 which has since expired.	James Giguere, Giguere Realty & Development, LLC, is requesting a Final Site Plan Approval for the development of a new subdivision with 20 buildable lots and one common area. Planning Commission will review at the November 9, 2021 regular meeting at 6:30 p.m.

CERTIFICATE OF APPRECIATION

AWARDED TO

City of Mason

For the donation of the shed and the use of Bicentennial Park to support the Sunflower House Youth Garden Club and Learning Center. Our youth garden club dream could not happen without your generosity. Our heartfelt thanks to you!

Awarded this 16th day of October, 2021

Diann Jackman

Diann Jackman, President
Mason Sycamore Creek Garden Club