



# DEXTER TOWNSHIP

## PLANNING & ZONING

6880 DEXTER-PINCKNEY ROAD  
DEXTER, MI 48130

TELEPHONE: 734-426-3767

FAX: 734-426-3833

DPZ@TWP-DEXTER.ORG

WWW.TWP-DEXTER.ORG

ZACH MICHELS  
DIRECTOR

BART HAMILTON  
ORDINANCE OFFICER

DENETTE BOLYARD  
OFFICE MANAGER

KIMBERLY JORDAN  
OFFICE MANAGER

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DATE: March 27, 2014  
TO: Dexter Township Board of Trustees  
CC: File  
FROM: Zach Michels, Director of Planning & Zoning  
RE: Refund of Application Fees for (14-PC-154) Dexter Plaza One

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### MEMORANDUM

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Penny Dec, applicant for (14-PC-154) Dexter Plaza One, requested a reduced fee from the Board of Trustees on November 19, 2013, for an amended site plan approval. (*The adopted fee for the request is \$1,900: \$1,500 + \$100 for each additional acre after the first acre.*) The Board forwarded the request to the Planning Commission for a recommendation concerning possible costs.

On December 10, 2013, the Planning Commission heard the request and recommended the Board allow for a reduced fee not to exceed \$1,000 for the amended site plan approval request, based on information received from the applicant and estimates of the probable cost.

On December 17, 2013, the Board received the Planning Commission's recommendation and moved to consider a refunding application fees following approval of the amended site plan if the costs to the Township were less than the fee paid by the applicant.

On February 25, 2014, the Planning Commission adopted a resolution approving an amended site plan, with conditions, and directed the Director of Planning and Zoning to make a report to the Board concerning the actual costs to the Township to process the application.

On March 18, 2014, the Board decided to issue a refund of \$1,000, based on the costs that had been incurred by the Township for processing and hearing the petition.



Since that time, the applicant has indicated a desire for the Planning Commission to further review the petition, with the intent of revising conditions of the approval.

Because of this, additional costs will be incurred by the Township.

At this time, I recommend a stay of the currently-approved refund and that the Board reconsider the refund following the ultimate conclusion of the petition.

Please contact this office with any additional questions.

Zach Michels  
Director of Planning & Zoning  
Dexter Township

03.27.2014