

AN ORDINANCE OF THE VILLAGE OF BANCROFT, MICHIGAN KNOWN AS:

**CONDOMINIUM ORDINANCE.**

THE VILLAGE OF BANCROFT ORDAINS:

**Section 1. Purpose.**

The intent of this Article is to regulate the division and development of land under the Condominium Act (Act 59 of the Public Acts of 1978, as amended) so that the development is comparable in process and design to property divided and developed by other methods.

**Section 2. Definitions**

- A. Condominium, general common elements: Portions of the condominium development owned and maintained by the condominium association, as defined in the Condominium Act (PA 59 of 1978).
- B. Condominium, limited common elements: Portions of the condominium development other than the condominium unit itself reserved for the exclusive use of less than all of the co-owners of the condominium development, as defined in the Condominium Act (PA 59 of 1978).
- C. Condominium, master deed: The condominium document recording the condominium project to which are attached as exhibits and incorporated by reference the bylaws for the project and including those items required in Section 8 of the Condominium Act (PA 59 of 1978).
- D. Condominium, subdivision plan: Means drawings and information prepared pursuant to section 66 of the Condominium Act, (PA 59 of 1978).
- E. Condominium unit: A condominium unit is that portion of a condominium development designed and intended for occupancy and use by the unit owner consistent with the provisions of the master deed, as defined in the Condominium Act (PA 59 of 1978).

**Section 3. Conventional Condominium vs. Site Condominium**

In a conventional condominium project, the condominium unit is enclosed air space, such as condominium apartments. In a site condominium project, the condominium unit is a parcel of land that is sold as a building site just as lots in a subdivision are sold.

For the purpose of this Article, a site condominium "lot" shall consist of a condominium unit and the associated limited common area reserved for that unit.

**Section 4. Review Requirements:**

**A. Conventional Condominiums:** In order to ensure compliance with this Article, all conventional condominium projects shall go through the site plan review process, including projects consisting solely of single-family or duplex residences that may otherwise not be required to prepare a site plan. All applicants for condominium site plan review shall submit the following information.

1. A copy of the proposed master deed;
2. A copy of the proposed condominium subdivision plan. This may replace the site plan normally required for site plan review.
3. A copy of the proposed condominium bylaws.

**B. Site Condominiums:** Because site condominium projects result in divisions of land that are comparable to subdivision plats created under the Land Division Act (Act 288 of the Public Acts of 1967, as amended), site condominium projects shall be required to comply with similar review procedures and standards for approval as contained in the Land Division Act and in the Village Land Division, Subdivision Plat Review and Lot Split Ordinances

1. Sketch Plan Review (Developer's Option)
  - (a) Purpose: The purpose of the Sketch Plan review is to allow the developer at their option, to present a conceptual representation of the entire proposed site condominium project to the Village Council for information and feedback. The Village Council is not required to vote to approve or reject, but can give the developer their preliminary recommendations on the proposed project. Recommendations at this stage shall not imply approval at later stages of the site condominium process.
  - (b) Information required on the Sketch Plan. The developer shall include the following:
    - (i) Developer's name and address;
    - (ii) Parcel number of the property;
    - (iii) Location and position map, including section, town and range.
    - (iv) Property boundary.
    - (v) Existing contours shown at ten (10) foot intervals.
    - (vi) General location of known existing natural features (wooded areas, drainage, floodplain, wetlands, open water, streams, etc.).

- (vii) Street layout.
  - (viii) Unit/lot area and unit/lot dimensions (each unit/lot shall be accessible as defined in the Village's Land Division, Subdivision Plat Review and Lot Split Ordinance).
  - (ix) Building elevations showing existing and proposed structures and improvements including their location, for any structures or improvements identified as "must be built" in the condominium documents.
  - (x) Nature, location and approximate size of the common areas.
  - (xi) Existing easements.
  - (xii) General proposed utility information
  - (xiii) General proposed plan to control storm/surface water
  - (xiv) Zoning of the property within the enclosed project
  - (xv) Adjacent property and land use
  - (xvi) Proposed phases.
- (c) Submission and review process.
- (i) The developer shall submit a minimum of seven (7) copies of a complete sketch plan, a completed application and the required fee to the Village Zoning Administrator.
  - (ii) Upon receipt, the Village Zoning Administrator or designee shall submit a copy of the sketch plan to the Village Council and a copy to the Planning Commission and shall make one (1) copy available to Village Engineer and Village DPW Superintendent., who shall review the sketch plan and provide written comments to the Village Council at least one (1) week prior to the meeting where the sketch plan will be reviewed.
  - (iii) The Village Council shall review the sketch plan and the comments from Village staff and shall provide comments on the project back to the developer within 45 days of the filing of the complete sketch plan with the Village Clerk.

## 2. Preliminary Condominium Subdivision Plan Approval

- (a) Purpose: The purpose of the Preliminary Condominium Subdivision Plan approval is to provide the developer with Village approval of the site condominium project prior to development.

- (b) Information required on the Preliminary Condominium Subdivision Plan. The developer shall, in compliance with the requirements of this Article, include but is not limited to the following:
- (i) All items required for sketch plan review as outlined above.
  - (ii) Name, address, and phone number of the developer and licensed architect, land surveyor or engineer that prepared the condominium subdivision plan.
  - (iii) Name of the proposed development.
  - (iv) Names of abutting site condominiums or subdivisions.
  - (v) Survey of the property and legal descriptions.
  - (vi) Street names, right-of-way, right-of-way widths and typical road cross-sections. Bridges and culverts as determined necessary.
  - (vii) Required zoning setbacks. On corner units/lots, the front of the units/lots shall be clearly identified. Minimum frontage requirements shall be verified at the setback line.
  - (viii) Utility layout including connections to existing systems, pipe sizes (storm sewer size can be estimated), fire hydrant locations, sufficient sanitary and storm sewer inverts to ensure adequate depth, storm detention/retention areas, storm sewer outlets and any proposed utility easements. Drainage calculations are not required at this stage.
  - (ix) Proposed drainage should be indicated either by proposed contours or by drainage arrows. Drainage arrows should be sufficient to show preliminary drainage direction of the entire development.
  - (x) All floodplain areas regulated by the Michigan Department of Environmental Quality (MDEQ).
  - (xi) All wetland areas regulated by the Michigan Department of Environmental Quality (MDEQ).
  - (xii) All parcels of land proposed to be dedicated to public use and conditions of such dedication.
  - (xiii) Date and north arrow.
  - (xiv) Complete copy of the proposed Master Deed.

- (xv) Other related data as the Village Council deems necessary.
- (c) Submission and review process.
  - (i) The developer shall submit a minimum of ten (10) copies of a complete preliminary condominium subdivision plan, a completed application and the required fee to the Village Clerk.
  - (ii) Upon receipt, the Village Clerk or designee shall submit copies of the preliminary condominium subdivision plan to members of the Planning Commission, the village engineer, the village zoning administrator and the village president, who shall review the condominium subdivision plan and provide written comments to the Village Council at least one (1) week prior to the meeting where the preliminary condominium subdivision plan will be considered. The Village Planning Commission Chairperson shall schedule a public hearing on the preliminary condominium subdivision plan following the notice requirements for Special Land Uses in the Village Zoning Ordinance. The Planning Commission shall review the preliminary condominium subdivision plan for compliance with the standards in Section 3. B. 2. (d) of this ordinance and make a recommendation with findings of fact to the Village Council
- (d) Village Council Review of the Preliminary Condominium Subdivision Plan.

The Village Council shall review the recommendations of the Planning Commission at a public meeting and shall vote to tentatively approve or deny the preliminary condominium subdivision plan based on compliance with the standards in Section #### of this ordinance. The Village Council shall provide a written notice of their decision including any conditions of approval or any reasons for denial. Tentative approval provides the proprietor two (2) years from the date of approval to complete the final approval process of the preliminary condominium subdivision plan. The tentative approval may be extended if applied for by the proprietor and granted by the village council in writing (e) Standards for Approval – Review and approval of preliminary plans shall be based upon the following standards.

- (i) Compliance with the requirements of the Village Zoning Ordinance
- (ii) Compliance with the Village Water Ordinance
- (iii) Compliance with the Condominium Act
- (iv) Compliance with the requirements of county and state authorities with the right to review and approve plans under the Condominium Act
- (v) Compliance with the applicable infrastructure requirements in Section IV of the Village New Subdivision/Plat Ordinance. Because the level of detail required for preliminary condominium subdivision plan review is less than that required for approval of construction plans many of the infrastructure requirements may be inapplicable during preliminary plat review.

### C. *Improvements Construction Plans Approval*

1. Construction Plans Approval: It shall be the responsibility of the developer of every

proposed site condominium project prior to Final Condominium Subdivision Plan approval to have prepared by a Professional Engineer registered in the State of Michigan, a complete set of construction plans, including profiles, cross-sections, specifications, and other supporting data, for the required streets, utilities and other improvements. Such construction plans shall be based on preliminary plans that have been approved with the preliminary condominium subdivision plan. Construction plans are subject to approval by the responsible public agencies. All construction plans shall be prepared in accordance with the standards or specifications contained or referenced in this Article, with the Section IV of the Village New Subdivision/Plat Ordinance and with standards adopted by the responsible public agency. A conventional condominium site plan shall comply with the requirements of the approved site plan and the zoning ordinance

2. Inspection: A qualified inspector with applicable certification as determined by the Village Council shall inspect the installation of all improvements. The Village Council shall select the inspector. The developer shall be responsible for all inspection costs.
3. As-Built Drawings: Upon completion of the construction of all required streets, utilities and other improvements, the as-built drawings shall be verified by a Professional Engineer registered in the State of Michigan.

The developer may not sell any condominium unit until all improvements including survey monuments have been installed, the developer has submitted as-built drawings for all of the completed improvements, and the Village has accepted such improvements.

D. ***Final Condominium Subdivision Plan Approval:***

1. Purpose: The purpose of the Final Condominium Subdivision Plan approval is to ensure that the site condominium and it's related improvements were developed in accordance with the approved preliminary condominium subdivision plan, approved construction plans, and any conditions required by the Village Council. No developer proposing to develop a site condominium project within the Village shall record a master deed until final condominium subdivision plan approval has been obtained.
2. Information Required on the Final Condominium Subdivision Plan: The developer shall, in compliance with the requirements of this Article, submit the following:
  - (a) Ten (10) copies of a complete final condominium subdivision plan prepared by a licensed architect, land surveyor, or engineer, accompanied by an electronic copy in a format acceptable to the Village. The plan shall be signed and sealed with proof of any required jurisdictional agency approvals.
  - (b) A copy of the proposed master deed.
  - (c) A copy of the proposed condominium bylaws.

- (d) Abstract of Title, Policy of title Insurance or Attorney's Opinion of Title.
- (e) A complete set of construction plans, including profiles, cross-sections, specifications, and other supporting data, for the required streets, utilities and other improvements submitted in an electronic format acceptable to the Village, with applicable agency approvals.
- (f) As-built profile and cross-section notes of each street with grades; as-built profile of sanitary and storm sewer with sizes and grades; and a plan of the water lines with sizes and appurtenances in accordance with the Section IV of the Village New Subdivision/Plat Ordinance and this Article, submitted in an electronic format acceptable to the Village.
- (g) An agreement with the Village containing a restriction upon the site condominium project whereby the Building Inspector will not be permitted to issue a building permit for any structure upon any unit/lot within said site condominium project until the improvements as specified herein have been completed, or satisfactory arrangements have been made with the Village for the completion of said improvements. These restrictions shall be made a part of the condominium documents.
- (h) Site condominium project restrictions and covenants, if the developer proposes such restrictions or covenants, shall be submitted with the final condominium subdivision plan. Such restrictions and covenants shall not be in contradiction to the Village Zoning Ordinance or any other ordinance of the Village. These restrictions and covenants shall become a part of the master deed in the Office of the Shiawassee County Register of Deeds.

3. Submission and Review Process:

- (a) The developer shall submit all items as outlined above, with the required fees to the Village Clerk.
- (b) Upon receipt, the Village Clerk shall submit copies of the final condominium subdivision plan to members of the Village Council and shall make one (1) copy available to each of applicable departments or offices. All departments shall review the plan and provide written comments to the Village Council at least one (1) week prior to the meeting where the final condominium subdivision plan will be considered.

4. Village Council Review of the Final Condominium Subdivision Plan.

- (a) Upon receipt of the final condominium subdivision plan and all required accompanying materials, the Village Council shall make a determination regarding the final condominium subdivision plan at its next regularly scheduled meeting or within 40 days of the submission of the complete final condominium subdivision

plan to the Village Clerk. The Village Council shall either approve or reject the final condominium subdivision plan.

- (b) If the final condominium subdivision plan is rejected, the Village Council shall instruct the Village Clerk to give the reasons for the rejection in writing and return the plan to the developer. The developer shall, within a reasonable time, resubmit to the Village Council any changes or alterations stipulated by the Council.
- (c) Final site condominium subdivision plan approval shall be granted by the Village Council provided the following:
  - (i) The developer has submitted the necessary construction plans, as required by this Article, and the plans have been checked and approved for compliance with the Village Ordinances and design standards.
  - (ii) The developer has installed all improvements including survey monuments and the Village Council has accepted such improvements. The developer, at the sole discretion of the Village, may post a bond of a type and amount acceptable by the Village for the cost of installation of the improvements or for the cost of completing construction of the specific public improvement, including contingencies. The term length in which the bond is in force shall be for a period to be specified by the Village Council. The bond shall be
    - a. A non-revocable letter of credit issued by a bank or such other agency acceptable to the Village Council, or
    - b. A cash bond issued by a surety company authorized to do business in the State of Michigan and acceptable to the Village Council. The escrow agreement shall be drawn and furnished by the Village.
  - (iii) The developer has submitted as-build drawings for all of the completed improvements and the Village has determined that such drawings are consistent with the improvements proposed for the final condominium subdivision plan.
- (d) The Village Clerk shall note all proceedings in the minutes of the meeting and the minutes shall be open for inspection.

**Section 4. Zoning Ordinance Standards**

**A. Lot Size:** In a conventional condominium project, the entire site must meet the minimum lot size requirements for the zoning district in which the parcel is located. In a site condominium project, a condominium unit with its associated limited common area is considered equivalent to a lot and must meet the minimum lot size requirements for the zoning district in which it is located.



- B. *Setbacks:*** In a conventional condominium project, the buildings must be set back from the site's boundaries as required by the zoning district in which the parcel is located, while the setback from other buildings must meet the building setback requirements for the district. In a site condominium project, the setbacks shall be measured from the outer edge of the lot consisting of a condominium unit with its associated limited common area, and shall be consistent with the setbacks for principal structures in the zoning district in which it is located.

**Section 5. Condominium Design Requirements:**

Conventional and site condominium projects shall comply with all applicable design standards outlined in the Village Ordinance and the Section IV of the Village New Subdivision/Plat Ordinance.

**Section 6. Survey Requirements:**

- A. *Conventional Condominiums:*** Conventional condominium projects shall comply with the monumenting requirements contained in the Condominium Act, Act 59 of the Public Acts of 1978, as amended.
- B. *Site Condominiums:*** Site condominium projects shall comply with the following requirements:
1. Monuments shall be located in the ground and made according to the following requirements, but it is not intended or required that monuments be placed within the traveled portion of a street to mark angles in the boundary of the site condominium project if the angle points can be readily reestablished by reference to monuments along the sidelines of the streets.
  2. All monuments used shall be made of solid iron or steel bars at least 1/2 inch in diameter and 36 inches long the completely encased in concrete at least 4 inches in diameter.
  3. Monuments shall be located in the ground at all angles in the boundaries of the site condominium project; at the intersection lines of streets and at the intersection of the lines of streets with the boundaries of the site condominium project and at the intersection of alleys with the boundaries of the site condominium project; at all points of curvature, points of tangency, points of compound curvature, points of reverse curvature and angle points in the side lines of streets and alleys; and at all angles of an intermediate traverse line.
  4. If the required location of a monument is in an inaccessible place, or where the locating of a monument would be clearly impracticable, it is sufficient to place a reference monument nearby and the precise location thereof be clearly indicated on the condominium subdivision plan and referenced to the true point.
  5. If a point required to be monumented is on a bedrock outcropping, a steel rod, at least 1/2 inch in diameter shall be drilled and grouted into solid rock to a depth of at

least 8 inches.

6. All required monuments shall be placed flush with the ground where practicable.
7. The corner of each area consisting of a unit and the associated limited common area reserved for that unit, and treated as a lot under this Article, shall be monumented in the field by iron or steel bars or iron pipes at least 18 inches long and 1/2 inch in diameter, or other approved markers.
8. The Village Council may waive the placing of any of the required monuments and markers for a reasonable time, not to exceed one (1) year, on condition that the developer deposits with the Village Clerk cash, certified check, or irrevocable bank letter of credit running to the Village whichever the developer selects, in an amount not less than \$25.00 per monument and not less than \$100.00 in total, except that lot corner markers shall be at the rate of not less than \$10.00 per marker. Such cash, certified check or irrevocable bank letter of credit shall be returned to the developer upon receipt of a certificate by a surveyor that the monuments and markers have been placed as required within the time specified. If the developer defaults, the Village Council shall promptly require a surveyor to locate the monuments and markers in the ground as certified on the condominium subdivision plan, at a cost not to exceed the amount of the security deposited and shall pay the surveyor.

**Section 7. Condominium Reconfiguration:**

The purpose of this Section is to identify when a proposed alteration of a site condominium unit/lot requires review and approval through the unit/"lot" alteration process, outlining the approval process, detail criteria necessary for approval, review building permit requirements, and provide for an appeals process.

- A. ***Unit/Lot Alteration Approval Required:*** Unit/lot alteration approval is required for any relocation of boundaries or subdivision of an existing condominium unit/lot or parcel boundary, or when subdividing any condominium unit/lot into two (2) or more parcels. The boundaries between adjoining condominium units/lots shall not be relocated, nor shall a condominium unit/lot be subdivided unless the condominium documents expressly permit it.
  1. When is Unit/Lot Alteration Approval required: Unit/lot alteration approval is required for any relocation of an existing condominium unit/lot or parcel boundary, or when subdividing any condominium unit/lot into two (2) or more parcels. The boundaries between adjoining condominium units/lots shall not be relocated, nor shall a condominium unit/lot be subdivided unless the condominium documents expressly permit it.
  2. Approval Process

- (a) Information required: Information required from the applicant for unit/lot alteration approval shall include:
  - (i) A complete Unit/Lot Alteration Application provided by the Village.
  - (ii) An adequate and accurate legal description of all parcels resulting from the proposed alteration, including the remainder of the original parcel.
  - (iii) A survey, map or drawing of the proposed alteration.
  - (iv) The fee established by the Village Council for review of unit/lot alterations.
- (b) Submission and Review
  - (i) Application and fee shall be submitted to the Village Clerk or designee.
  - (ii) The Village Assessor or designee shall review for compliance with the Condominium Act and this Article. The Village Assessor or designee shall be responsible for determining if the condominium documents permit the relocation of boundaries between adjoining condominium units/lots and/or the subdivision of any condominium unit/lot, if the applicant has provided an adequate and accurate legal description and an adequate survey, map or drawing, and if the proposed alteration meets the four (4) to one (1) maximum parcel depth to width ratio
  - (iii) The Public Works Director shall review for compliance with adopted departmental standards and ordinances. The Public Works Director shall be responsible to determine if the parcel is accessible and has adequate easements for public utilities.
  - (iv) The Zoning Administrator shall review to determine compliance with parcel width and parcel area requirements.
  - (v) Within 45 days of receipt of a complete application for unit/lot alteration approval, the Village Assessor or designee shall approve or deny the alteration request. In the event of denial, the Village Assessor or designee shall identify in writing the basis for denial of the request. The basis for denial shall be non-compliance with one (1) of the standards for approval outlined below.

- 3. Criteria for Approval: All proposed unit/lot alterations must comply with all the following criteria in order to be approved. The following shall be the basis for

approval of a unit/lot alteration request.

- (a) Each parcel (including the remainder of the original parcel) shall have an adequate and accurate legal description and shall be shown on a survey, map or drawing, drawn to scale, which shows the area of each parcel, parcel lines, dimensions, setbacks, public utility easements, rights-of-way, accessibility and any other information that is necessary to determine compliance with the criteria for approval.
  - (b) Each parcel 10 acres or less in size shall have a depth not more than four (4) times its width unless a variance from this requirement is granted by the Zoning Board of Appeals (ZBA).
  - (c) Each parcel shall comply with the minimum parcel width, maintained to the minimum lot (parcel) depth, for the zoning district in which it is located unless a variance is granted by the ZBA.
  - (d) Each parcel shall comply with the minimum parcel area for the zoning district in which it is located unless a variance is granted by the ZBA.
  - (e) Each parcel shall comply with the minimum setback requirements for the zoning district in which it is located unless a variance is granted by the ZBA.
  - (f) Each parcel is accessible as defined in the Village Land Division, Subdivision Plat Review and Lot Split Ordinance.
  - (g) Each resulting parcel that is a development site as defined in the Village Land Division, Subdivision Plat Review and Lot Split Ordinance has adequate easements for public utilities from the parcel to existing public utility facilities.
  - (h) The Zoning Board of Appeals (ZBA) may grant a variance from the minimum setback requirements, minimum parcel area, minimum parcel width, or maximum parcel depth to width ratio upon a finding of practical difficulty as defined by the Village Zoning Ordinance.
  - (i) Any division of property previously identified as open space, or otherwise not proposed for development may only be divided following review by the Planning Commission and approval of the Village Council following the procedures outlined in Section 4.B of this ordinance.
4. Building Permit Requirements: Approval of a unit/lot alteration neither implies the resulting parcels are buildable, nor a determination that the resulting parcels comply with other Village ordinances or regulations. In order to build on a parcel, the property must also comply with the State's Building Code, the Village's Zoning

Ordinance, and all other applicable Village ordinances. In addition, any parcel resulting from an alteration that is less than one (1) acre in size shall not be issued a building permit unless the parcel has both of the following:

- (a) Public water or district health department approval for the suitability of an on-site water supply.
- (b) Public sewer or district health department approval for the suitability of an on-site sewage disposal.

4. Appeals: Any applicant aggrieved by a decision of the Village Assessor or designee on a unit/lot alteration request may appeal the decision to the Zoning Board of Appeals (ZBA) by submitting the required application and fee to the Zoning Administrator. If an appeal is filed, the Village Assessor or designee shall transmit the file on the request being appealed to the ZBA.

**B. Parcel Combinations:** Any combination of existing parcels into a single parcel that does not involve a unit/lot alteration, upon the written request of the proprietor, shall be approved by the Village Assessor or designee, provided the proposed new parcel complies with the minimum parcel area and parcel width requirements of the Village Zoning Ordinance. Absent a written request, the Assessing authority shall send a notice of intent to combine parcels to the proprietor. Permission shall be considered obtained if there is no negative response within 30 days following the notice of intent.

**C. Parcel Splits:** A parcel split is the division of a parcel consisting of two (2) or more condominium units/lots along an existing unit/lot line in order to create two (2) or more parcels. Approval of a parcel split is not required; however, the split shall not result in the creation of nonconforming parcels under the terms of the Village Zoning Ordinance unless the Zoning Board of Appeals (ZBA) first grants a variance. This would include issues of lot width, lot area and setback requirements.

**D. Amendment of Condominium Project:** Any amendment of the condominium documents, whereby lands together with units/lots are added or subtracted from a previously approved condominium project other than by the approved division or combination of existing units/lots, shall require the developer to resubmit the condominium project for Village review and approval as provided in this Ordinance.

#### **Section 8. Penalties and Enforcement:**

Any person who violates any of the provisions of this ordinance and who sells a resulting parcel of land is responsible for the payment of civil fine of not more than \$1,000 for each parcel sold. A default in the payment of a civil fine or costs ordered under this Section or an installment of the fine or costs may be remedied by any means authorized under the Revised Judicature Act of 1961 Public Act 236, being Sections 600.101 to 600.9948 of the Michigan Compiled Laws.

**Section 9. Severability:**

The provisions of this ordinance are hereby declared to be severable and if any clause, sentence, word, section or provision is declared void or unenforceable for any reason by any court of competent jurisdiction, it shall not affect any portion of this ordinance other than said part or portion thereof

**Section 10. Repeal:**

All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed except that this ordinance shall not be construed to repeal any provision in the Village of Bancroft Zoning Ordinance, the Land Division Act, or the Michigan Building Code.

**Section 11. Effective Date:**

This Ordinance shall take effect twenty (20) days after its publication, as set forth hereafter.

Date of Adoption: *March - 9<sup>th</sup> 2011*

Date of Publication: *Mar 19 2011*

Effective Date: *Mar 8<sup>th</sup> 2011*

STATE OF MICHIGAN )

SS

COUNTY OF SHIAWASSEE)

I, the undersigned, and duly qualified and acting City Clerk of the Village of Bancroft, Shiawassee County, Michigan, DO HEREBY CERTIFY that the foregoing was introduced at a regular meeting of the Bancroft Village Council on the *9<sup>th</sup> day of March*, 2011 and was duly adopted..

Shana Post, Bancroft Village Clerk

