

# **AURELIUS TOWNSHIP 1939 S. AURELIUS ROAD, MASON MI 48854**

## **PROCEDURES TO BE FOLLOWED TO SECURE A POLE BARN/GARAGE PERMIT:**

- Step 1. Apply for and secure a culvert permit (for driveway, if not already established) from the Ingham County Road Commission, 301 Bush Street, Mason, MI 48854. Phone: 676-9722.
- Step 2. For site approval, stake out the building on the lot and furnish copy of site plan to the Aurelius Township Office, 1939 S. Aurelius Road, Mason, MI, Phone 628-2093. Zoning Administrator will provide site approval to the township.
- Step 3. Apply for and secure a Soil Erosion Permit from the Ingham County Drain Commission, 707 Buhl Avenue, Mason, MI 48854. Phone: 676-8395

## **BUILDING REQUIREMENTS:**

All Pole Barns and Garages that are not attached shall be located **even with or behind the house.**

All buildings must be 83' from the center of the road.

Principle Garage: Side yard must be 20' from lot line, and 35' from rear yard line.

No accessory building which is not attached, and made structurally a part of the principal building shall be closer than (10) feet to any other structure on the lot.

Accessory Building: Building must be at least 10' from side lot line, and 10' from rear yard line. All accessory buildings must be in line with or behind the front line of the main dwelling unit.

**A drawing of the building must be submitted with the application, showing foundation lay out (pole or frame) and a drawing showing size of material used and door and window location.**

If housing animals, feed or manure, building must be 50' from side yard line, and 50' from rear yard.

**AGRICULTURAL: Buildings for Agricultural use are required to have a site inspection and plans submitted only. Electrical, Mechanical, and Plumbing permits are required as needed.**

Step 4. Present to the Township Office:

1. A completed Building Permit Application Packet.
2. A Culvert Permit and receipt for payment from ICRC (if applicable).
3. A copy of the builder's license.
4. A copy of the legal description of the lot and proof of purchase of land.

Step 5. When all the above have been satisfactorily completed, a building permit may be secured at the Aurelius Township Hall, 1939 S. Aurelius Road, Mason, between 10:00 a.m. and 3:00 p.m., Tuesday through Friday. Charges will be made as follows:

Sunroom, Minimum \$100.00  
Garage, either attached or otherwise - \$150.00  
Barn---any size - \$150.00

Step 6. A permit, which is also your receipt, should be prominently displayed at the site for the use of the Building Inspector. All inspections will be strictly enforced.

Plan and Building Inspection: Contact Township Office (517) 628-2093

**AN ADDITIONAL \$50 FEE WILL BE CHARGED FOR REQUESTED INSPECTIONS THAT CANNOT BE COMPLETED.**

**BUILDING PERMIT  
LOT AND DWELLING STANDARDS**

1. **MINIMUM LOT AREA:** No building or structure shall be established on any parcel less than two (2) acres in area.
2. **MINIMUM LOT WIDTH:** The minimum lot width shall be one hundred and sixty five (165) feet having principal frontage on a street.
3. **MAXIMUM LOT COVERAGE:** The maximum lot coverage shall not exceed twenty-five (25) percent.
4. **YARD AND SETBACK REQUIREMENTS:**
  - i. **Front Yard:** Eighty-three (83) feet from the centerline of a public street or roadway.
  - ii. **Side Yard:** Twenty (20) feet except in the case of a corner lot where the side yard on a public street side shall not be less than the setback required for the front yard.
  - iii. **Rear Yard:** Thirty-five (35) feet.
  - iv. In any case, no structure housing livestock, or for storage of feed or manure shall be located any closer than 50 feet to a lot line.

**DWELLING STANDARDS:** Any building, mobile home, pre-manufactured unit or single titled unit which is designed and used exclusively for residential purposes and placed on private property must meet the following standards:

1. **MAXIMUM HEIGHT REQUIREMENTS:**
  - a. For dwelling and non-farm structures, height shall not exceed thirty-five (35) feet
  - b. For general and specialized farm buildings and structures, height shall not exceed ninety-five (95) feet.
2. **MINIMUM BUILDING FLOOR AREA:**
  - a. No residential dwelling unit shall have less than one thousand (1000) square feet of floor area, exclusive of garages or basements.
3. **ROOF PITCH AND OVERHANG:**
  - a. Minimum roof pitch of 4/12.
  - b. Minimum overhang of twelve (12) inches.
4. **REMOVAL DEVICES:**
  - a. Wheels, blocks, skids, jacks, undercarriages, or towing mechanism must be removed or otherwise concealed from view by skirting.
5. **FOUNDATIONS:**
  - a. All structures shall be placed and secured on a permanent forty-two (42) inch frost free foundation. All anchorage devices shall cover an area not less than the perimeter of the structure and be constructed in accordance with applicable building code regulations.
6. **MINIMUM BUILDING FLOOR AREA:** No residential dwelling unit shall have less than one thousand (1000) square feet of floor area, exclusive of garages or basements. (ord. no 11 rev. eff. July 20, 1980: amend. By ord. No. 19 eff. August 19, 1981 further amend. May, 1984: amend. eff. March 2, 1994).

## **Sec. 16-243. Supplementary use regulations.**

Authorized accessory buildings may be erected as a part of the principal building or may be connected to it by a roofed over porch, patio, breeze way, or similar structure, or may be completely detached. If attached to the principal building, an accessory building shall be made structurally a part of it, and shall comply in all respects with the requirements applicable to the principal building. An accessory building not attached and not made a part of the principal building shall not be nearer than ten feet from any other structure on the same lot.

(1) *Accessory uses; garages.* The structural space which is permissible in residential districts for motor vehicle storage and for incidental space as accessory to an authorized use, shall not exceed the following:

a. Space in a garage accessory to a multiple family unit or a motel shall not be rented out except to occupants of the principal dwelling.

b. An accessory building shall not occupy more than 30 percent of the area of any required rear yard.

(2) *Accessory buildings.* Setbacks from lot lines:

a. *Front yard setback.* No accessory building shall project into any front yard.

b. *Side and rear yard setback.* In a rear yard or side yard, no accessory building, including detached garages, shall be closer than ten feet to the side or rear lot line.

c. *Corner lot.* On a corner lot, no accessory building shall be closer to the side street front lot line than the side yard setback of the principal building on the lot. Where the rear line of a corner lot coincides with the side line of an adjoining lot in a residential district, an accessory building shall not be closer than five feet to the common lot line.

(Ord. No. 39, art. 5, § 5.3, 2-12-2002)

**AURELIUS TOWNSHIP  
517-628-2093**

**APPLICATION FOR PLAN EXAMINATION AND BUILDING PERMIT**

All permit applications must be accompanied by detailed construction and site plans. Multi-Family and all Commercial plans must be signed and sealed by a State of Michigan, Registered Architect, or Engineer.

APPLICANT TO COMPLETE PAGES 1 THROUGH 3

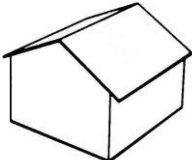
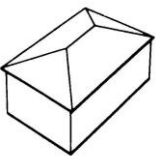
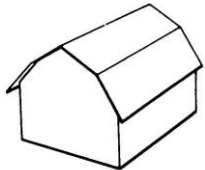
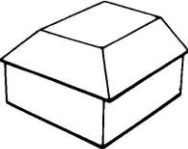
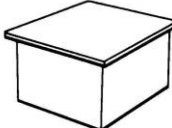
<b>I. LOCATION OF BUILDING</b>				
STREET ADDRESS OF CONSTRUCTION:				
CITY	ZIP	AURELIUS TOWNSHIP	INGHAM COUNTY	
<b>II. IDENTIFICATION</b>				
A. OWNER OR LESSEE				
NAME		ADDRESS		
CITY	STATE	ZIP	PHONE	
B. ARCHITECT OR ENGINEER				
NAME		ADDRESS		
CITY	STATE	ZIP	PHONE	
LICENSE NUMBER		EXPIRATION DATE		
C. CONTRACTOR				
NAME		ADDRESS		
CITY	STATE	ZIP	PHONE	
LICENSE NUMBER		EXPIRATION DATE		
FEDERAL EMPLOYER ID NO OR REASON FOR EXEMPTION				
WORKERS COMP INSURANCE CARRIER OR REASON FOR EXEMPTION				
MESC EMPLOYER NO OR REASON FOR EXEMPTION				
<b>III. TYPE OF IMPROVEMENT</b>				
A. DESCRIBE IMPROVEMENT				
<input type="checkbox"/> New building	<input type="checkbox"/> Addition	<input type="checkbox"/> Alteration	<input type="checkbox"/> Repair	<input type="checkbox"/> Wrecking
<input type="checkbox"/> Mobile Home	<input type="checkbox"/> Foundation only	<input type="checkbox"/> Pre-manufacture	<input type="checkbox"/> Relocation	<input type="checkbox"/> Fence
<input type="checkbox"/> Pool	<input type="checkbox"/> Shed	<input type="checkbox"/> Deck	<input type="checkbox"/> Other	

IV. PROPOSED USE OF BUILDING				
A. RESIDENTIAL				
<input type="checkbox"/> One Family <input type="checkbox"/> Two or More Family No. Of units _____	<input type="checkbox"/> Hotel, Motel No. Of units _____ <input type="checkbox"/> Other Use _____	<input type="checkbox"/> Attached Garage <input type="checkbox"/> Detached Garage		
B. NON-RESIDENTIAL				
<input type="checkbox"/> Amusement <input type="checkbox"/> Parking Garage <input type="checkbox"/> Office, Bank, Professional <input type="checkbox"/> Store, Mercantile	<input type="checkbox"/> Church, Religious <input type="checkbox"/> Service Station <input type="checkbox"/> Public Utility <input type="checkbox"/> Tanks, Towers	<input type="checkbox"/> Industrial <input type="checkbox"/> Hospital, Institutional <input type="checkbox"/> School, Library, Educational <input type="checkbox"/> Other _____		
NONRESIDENTIAL - Describe in detail proposed use of building, e.g., food processing plant, machine shop, laundry building at hospital, elementary school, secondary school, college, parochial school, parking garage for department store, rental office building, office building at industrial plant. If use of existing is being changed, enter proposed use.				
V. SELECTED CHARACTERISTICS				
A. PRINCIPAL TYPE OF FRAME				
<input type="checkbox"/> Masonry, Wall Bearing <input type="checkbox"/> Reinforced Concrete	<input type="checkbox"/> Wood Frame <input type="checkbox"/> Structured Steel	<input type="checkbox"/> Other Type		
B. PRINCIPAL TYPE OF HEATING FUEL				
<input type="checkbox"/> Gas	<input type="checkbox"/> Oil	<input type="checkbox"/> Electricity	<input type="checkbox"/> Coal	<input type="checkbox"/> Other Type _____
C. TYPE OF SEWAGE DISPOSAL				
SEWER CONTRACTOR		<input type="checkbox"/> Public or Private Company <input type="checkbox"/> Septic System		
TYPE OF WATER SUPPLY				
WATER CONTRACTOR		<input type="checkbox"/> Public or Private Company <input type="checkbox"/> Private Well		
E. MECHANICAL				
MECHANICAL CONTRACTOR				
<input type="checkbox"/> AIR CONDITIONING			<input type="checkbox"/> ELEVATOR	
F. ELECTRICAL CONTRACTOR				
G. PLUMBING CONTRACTOR				
H. DIMENSIONS				
Total Floor Area (square feet) _____ Floor Area: 1 <sup>st</sup> & 2 <sup>nd</sup> floor _____ 3 <sup>rd</sup> - 10 <sup>th</sup> floor _____ 11 <sup>th</sup> - above floor _____		Total Land Area (square feet) _____ Number of Stories _____ Total Height _____		
I. NUMBER OF OFF-STREET PARKING SPACES				
Total Spaces Enclosed _____ Total Spaces Per Residential Unit _____		Total Spaces Outdoors _____ Handicapped Parking _____		

**AURELIUS TOWNSHIP  
BUILDING INFORMATION AND ASSESSING WORKSHEET**

NAME			DATE			PERMIT NUMBER		
ADDRESS								
PARCEL NUMBER			PHONE NUMBER					
<b>TYPE</b>		<b>3. ROOF</b>				<b>10. FLOOR SUPPORT</b>		
Single Family		Gable	Gambrel	Hip		Joists " X " " O.c		
Other		Mansard	Flat		Unsupported Length Ft			
Wood Frame		Eavestrough				Sill Plate Yes No		
Year Built	Remodeled	Asphalt Shingles		Steel Roof	Center Support			
Number of Rooms		Insulation				<b>11. HEATING AND AIR CONDITIONING</b>		
Basement		Chimney type				Gas	Oil	Electric
1st Floor		Overhang	Front/Other	Size		Wood	Steam	Other
2nd Floor		<b>4. INTERIOR</b>				Forced Air	Forced Warm Water	
Baths		Drywall	Plaster	Paneled		Heat Pump	Air	Water
Total Bedrooms		Trim and Decoration				Central Air Conditioning		
<b>1. EXTERIOR</b>		Ex-ordinary	Ordinary	Minimum		<b>12. Electric</b>		
Wood, Shingle		Doors	Solid	Hardcore		Amps Service		
Aluminum, Vinyl		<b>5. FLOORS (Indicate Type of Floor)</b>				<b>13. Plumbing</b>		
Brick		Kitchen Floor		Other Floors		Number baths		
Block		<b>6. CEILINGS</b>				Ceramic Tile	Floor	Wainscot
Stone		Drywall	Plaster	Tile		tub alcove	exhaust fan	extra lav
Insulation		Suspended	Other		extra stool	separate shower		
<b>2. WINDOWS</b>		<b>7. EXCAVATION</b>				fiberglass bath unit	jacuzzi	
Many	Large	Basement sf		Crawl Space sf		water softener	owned	leased
Average	Average	Slab sf		Height to joists ft		water heater		
Few	Small	<b>8. BASEMENT</b>				gallons	electric	gas
Wood Sash		Block	Poured	Wood		<b>14. WATER AND SEWER</b>		
Metal Sash		<b>9. BASEMENT FINISH</b>				well	septic	
Vinyl Sash		Wall Finish				mound system		gallons
Double Hung		Floor Finish				<b>15. BUILT-IN ITEMS</b>		
Horizontal Sliding		Ceiling Finish				oven	range	microwave
Casement		Walkout				intercom	disposal	dishwasher
Double Glass		Insulation				cen vacuum	wood stove	compactor
Storms and Screens						hood/fan vented	yes	no
Patio Doors						Chimney	1 sty.	inside
							2 sty.	outside
						Fireplace	Foundation	Pre-Fab
<b>ESTIMATED COST:</b>							Free Stand	Hearth

**AURELIUS TOWNSHIP  
BUILDING INFORMATION AND ASSESSING WORKSHEET**

				PERMIT #	
NAME:				DATE	
ADDRESS				PHONE	
CITY			STATE		ZIP
PARCEL NUMBER					
<b>POLE BARN</b>		<b>SHEDS</b>		<b>EXTERIOR</b>	
	Size: _____ by _____		Size: _____ by _____		Wood
	Concrete Approach		Wood Frame		Aluminum
	Finished		Metal Prefab		Vinyl
	Insulated		Other		Other
<b>ROOF</b>					
					
GABLE	HIP	GAMBREL	MANSARD	FLAT	
		<b>WINDOWS</b>	<b>SIZE</b>	<b>GARAGE/CARPORT</b>	
	Eavestrough		Many		Size _____ by _____
	Asphalt Shingles		Average		Year Built
	Other		Few		Attached or Separate
	Insulation		Wood Sash		Doors
	Overhang		Metal Sash		Automatic Doors
<b>PORCHES/DECKS</b>			Vinyl Sash		Common Wall
	Width		Double Hung		Wall Finish
	Depth		Casement		Ceiling
	Type		Storms and Screens		<b>Concrete Approach</b>
	Covered?		Patio Doors		Size _____ by _____
<b>PORCHES/DECKS</b>		<b>PORCHES/DECKS</b>		<b>SIZE</b>  <b>EST COST</b>	
	Width		Width		
	Depth		Depth		
	Type		Type		
	Covered?		Covered?		

**AURELIUS TOWNSHIP  
SITE OR PLOT PLAN**

N	
W	E
S	

**APPLICANT INFORMATION**

Applicant is responsible for the payment of all fees and charges applicable to this application and must provide the following information.

NAME	TELEPHONE NUMBER	
ADDRESS		
CITY	STATE	ZIP
FEDERAL I.D. NO. / SOCIAL SECURITY NO.		

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent, and to conform to all applicable laws of the State of Michigan. All information submitted on this application is accurate to the best of my knowledge.

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Section 23a of the State Construction Code Act of 1972, Act no. 230 of the Public Acts of 1972, being Section 125.1523a of the Michigan Compiled Laws, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of Section 23a are subject to civil fines.

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TOTAL COST OF IMPROVEMENT \$ \_\_\_\_\_

SIGNATURE OF APPLICANT \_\_\_\_\_ DATE \_\_\_\_\_



## **FOOTING REQUIREMENTS**

- HOLES HAVE TO BE AT LEAST 42" DEEP.
  
- THE BOTTOM OF THE COOKIE HAS TO BE AT LEAST 42".
  
- PUT A BAG OF CEMENT INTO THE HOLE THEN FILL UP WITH DIRT.
  
- 4 X 4 POST HAS TO BE A MINIMUM OF 12" DIAMETER HOLE.
  
- 4 X 6 HAS TO BE A MINIMUM OF 16" DIAMETER HOLE.

**AURELIUS TOWNSHIP  
1939 S. AURELIUS ROAD  
MASON, MI 48854  
(517) 628-2093**

## **Property Line Verification**

**I certify that the location of the property line is true and correct as identified to the Zoning Administrator.**

**If the location of the property line is incorrect, I am responsible for identifying the property line and moving the building if necessary.**

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**Signature of property owner**

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**Print name of property owner**

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**Address**

**City**

**State**

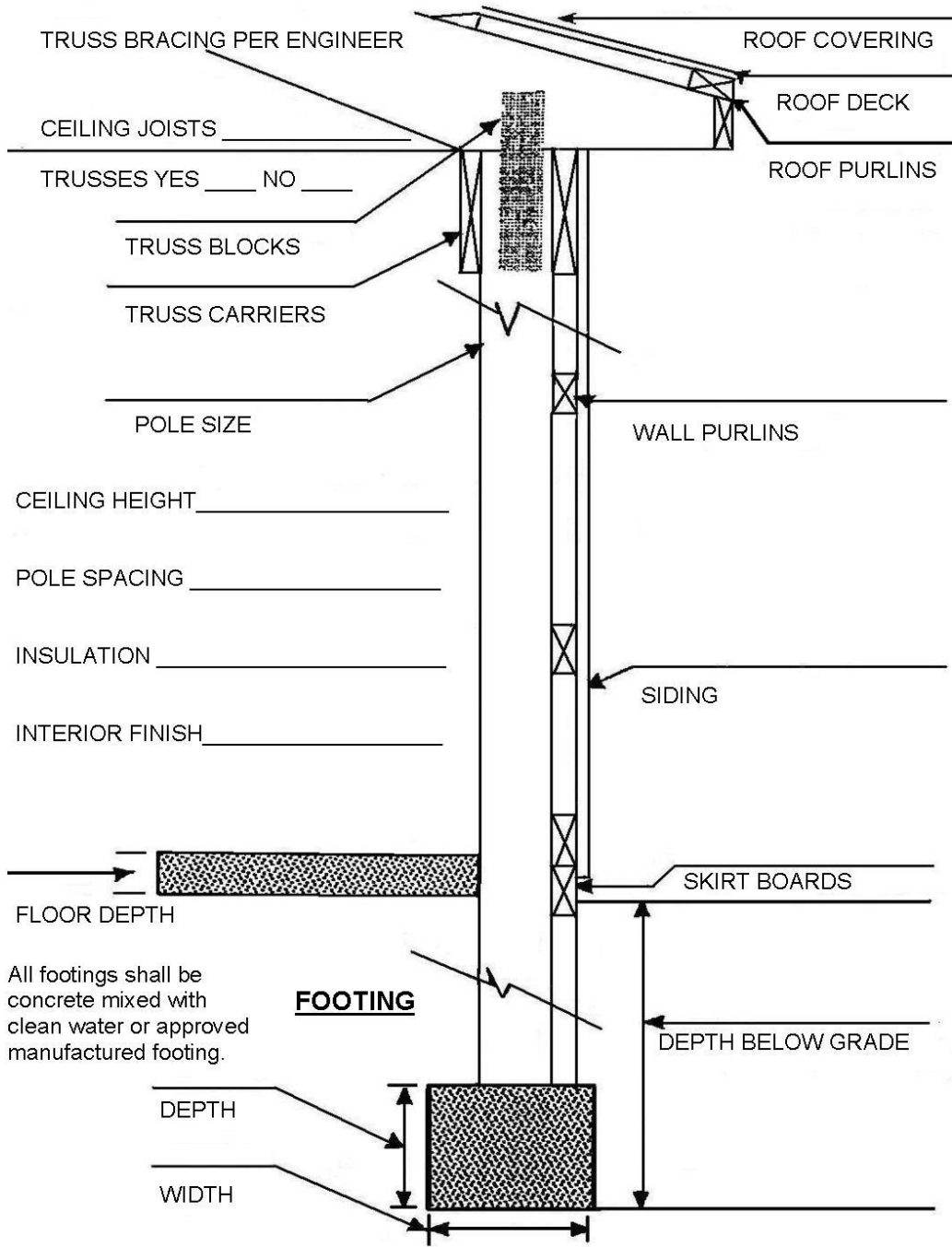
**ZIP**

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**Date**

**Permit # \_\_\_\_\_**

# RESIDENTIAL STORAGE POLE BUILDING



TRUSS BRACING PER ENGINEER

ROOF COVERING

CEILING JOISTS

ROOF DECK

TRUSSES YES \_\_\_ NO \_\_\_

ROOF PURLINS

TRUSS BLOCKS

TRUSS CARRIERS

POLE SIZE

WALL PURLINS

CEILING HEIGHT

POLE SPACING

INSULATION

SIDING

INTERIOR FINISH



FLOOR DEPTH

SKIRT BOARDS

All footings shall be concrete mixed with clean water or approved manufactured footing.

**FOOTING**

DEPTH BELOW GRADE

DEPTH

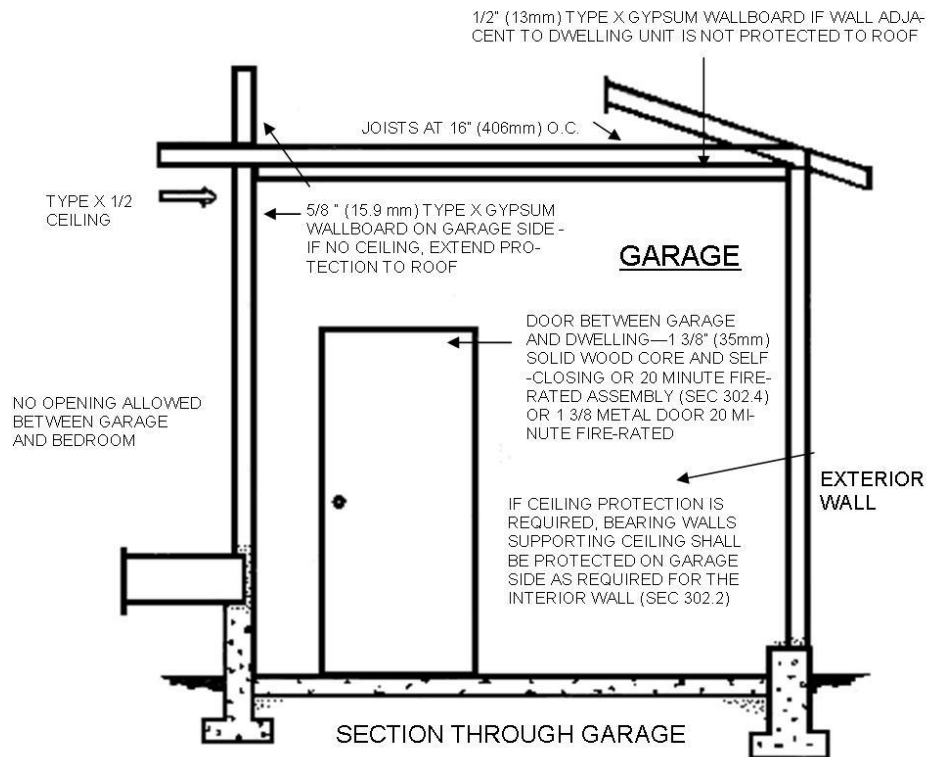
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**SECTION R 309  
GARAGES AND CARPORT**

**R309.1 OPENING PROTECTION.** Openings from a private garage directly into a room used for sleeping purposes shall not be permitted. Other openings between the garage and residence shall be equipped with solid wood doors not less than 1 3/8 inches (35mm) in thickness, solid or honeycomb core steel doors not less than 1 3/8 inches (35mm) thick, or 20 minutes fire-rated doors.

**R309.1.1 DUCT PENETRATION.** Ducts in the garage and ducts penetrating the walls or ceilings separating the dwelling from the garage shall be constructed of a minimum No. 26 gage (0.48mm) sheet steel or other approved material and shall have no openings into the garage.

**R309.2 SEPARATION REQUIRED.** The garage shall be separated from the residence and its attic area by not less than 1/2 inch (12.7mm) gypsum board applied to the garage side. Garages beneath habitable rooms shall be separated from all habitable rooms above by not less than 5.8 inch (15.9mm) Type x gypsum board or equivalent. Where the separation is a floor-ceiling assembly, the structure supporting the separation shall also be protected by not less than 1/2 inch (12.7mm) gypsum board or equivalent.



# INGHAM COUNTY ROAD COMMISSION

## Resolution #079-04

“3.5(3). All non-commercial driveways on public roads outside of a Plat shall have a minimum of 165 feet of road frontage on the parcel served by the driveway. Access to land for agricultural purposes requires only a minimum road frontage of 66 feet, and the permit issued shall specify FOR AGRICULTURAL PURPOSES ONLY, provided, however, that if the parcel is developed in the future, the access road shall be built to county standards.”

IT IS FURTHER RESOLVED that subparagraph 3.14 is hereby amended to read, in its entirety, as follows:

“3.14 Residential Driveways.

- (1) The number of residential driveways that may be permitted shall be determined as follows:
  - (a) All lots or parcels of land not in plats that are created after March 31, 1997, (the effective date of amendment to Public Act 288, or 1967, i.e., the Land Division Act) must have a minimum of 165 feet of road frontage for the issuance of a driveway permit. Access to land for agricultural purposes requires only a minimum of 66 feet of road frontage, PROVIDED, HOWEVER, that if the parcel is developed in the future, the access road shall be built to county standards.
  - (b) One residential driveway shall be permitted for each platted lot or for unplatted residential property with less than 100 feet of frontage and that was existing as of March 31, 1997.
  - (c) Additional residential driveways may be permitted for residential property with more than 165 feet of frontage, PROVIDED that the sum of the driveway widths of these additional driveways does not exceed 15 percent of the frontage in excess of the first 100 feet.
  - (d) Two residential driveways may be permitted on the same property, in lieu of the above, to serve a circle driveway if the frontage of the property is 165 feet or more.
  - (e) Residential driveways on the same property shall be at least 45 feet apart, center to center.

**AURELIUS TOWNSHIP  
INGHAM COUNTY, MICHIGAN**

**ORDINANCE NO. 39.04**

**PREAMBLE**

AN ORDINANCE TO REGULATE AND PRESCRIBE STANDARDS FOR PERMITTING AND CONSTRUCTION OF PRIVATE DRIVEWAYS; TO ESTABLISH MINIMUM CONSTRUCTION STANDARDS; AND TO PROVIDE AN EFFECTIVE DATE HEREOF.

The Township of Aurelius, Ingham County, Michigan, ordains:

**Section 1. Title.** This Ordinance shall be known and cited as the Aurelius Township Private Driveway Ordinance.

**Section 2. Purpose and Intent.** It is the intent and purpose of this Ordinance to provide uniform minimum standards for permitting, location and construction of private driveways within the Township to protect the health, safety and welfare of persons utilizing said driveways and persons occupying public roadways, and to protect persons served by such driveways, by requiring unobstructed and continuous access to such premises and to public roadway by providing a means of reasonable access by emergency vehicles of various types.

**Section 3. Permits for Construction of Driveway.** All persons constructing or contracting for the construction of a driveway within Aurelius Township shall obtain a driveway permit from the Ingham County Board of Road Commissioners (Ingham County Road Commission) prior to commencement of construction. The term "driveway," as used in this Ordinance, shall mean that portion of the property utilized to provide a means of ingress and egress to a lot or parcel within the Township to and from a public roadway for use by motor vehicles. "Driveway" shall not include private roadways which provide a means of ingress and egress to more than one lot or parcel or more than residential structure.

**Section 4. Construction Standards.** Driveways shall meet or exceed the following construction standards and such other requirements as may be imposed by the Ingham County Road Commission.

1. Minimum width to be twelve (12) feet.
2. Minimum overhead clearance to be fourteen (14) feet above the driveway grade at all points.

3. Driveway location shall avoid wetlands and unstable soils where possible. Construction within such areas shall mitigate or compensate for such conditions and shall meet all requirements imposed by agencies having jurisdiction.
4. Adequate drainage structures and materials shall be utilized to meet or exceed requirements of agencies having jurisdiction.
5. Driveway surface and subsurface shall require removal of topsoil to a depth of ten (10) inches, backfilled with six (6) inches of sand or bank run gravel; driveway surface shall be topped off with at least six (6) inches of processed road gravel, crushed stone, asphalt, or a combination thereof.

**Section 5. Financial Guarantees: Zoning/Occupancy Permits.** Property owners constructing driveways over one hundred twenty-five (125) feet in length from a County road or highway will present a signed bid for construction, and a bond in the form of bank check or a money order made payable to the driveway contractor and deposit such with a designated Township representative. For property owners desiring to construct such driveways themselves, no zoning or occupancy permit will be issued until completion of the driveway in accordance with the standards of this Ordinance.

**Section 6. Effective Date.** This Ordinance shall become effective immediately upon its adoption and publication as required by law.

**AURELIUS TOWNSHIP**

By: \_\_\_\_\_  
Larry Silsby, Supervisor

By: \_\_\_\_\_  
Donna Lawson, Clerk

I, Donna Lawson, Clerk of the Township of Aurelius, hereby certify that the foregoing Ordinance was adopted on the 14<sup>th</sup> day of October, 2003 and published on the 19<sup>th</sup> day of October, 2003.

\_\_\_\_\_  
Donna Lawson, Clerk