



Use of Property Policy

PURPOSE

This policy is established by the Board of Commissioners to control access to and regulate the use of vulnerable public utility infrastructure under the general management of its Board of Public Works and to provide exclusions to this policy, where applicable.

The following terms establish a Use of Property Policy for Grand Traverse County BPW.

POLICY & PROCEDURE

This policy provides a framework to ensure:

- The protection of health, safety, and welfare of our customers, citizens, and the environment.
- A clean uninterrupted source of drinking water and the proper treatment of wastewater.
- The long-term viability of the public utility infrastructure.

The following standards shall apply to all property under the general management of the Board of Public Works; i.e. all property used for water, sewer, and septage receiving, including leased property.

1. Use of property under the control of the Board of Public Works is strictly limited to authorized personnel; unless specifically excluded from this policy.
 - a. Fencing is the preferred means to identify property boundaries and to indicate that unauthorized access is prohibited. Where fencing is not available, fence posts will be installed at sufficient locations to establish a boundary.
 - b. Signage is the preferred means of communicating to the general public.
 - i. For property that is not intended for public use, sufficient signage will be posted to identify the property as restricted. At a minimum, the sign will read: "No Unauthorized Personnel".
 - ii. For property that is intended for public use, no signage will be posted.
 - c. For property leased to a third party that is not intended for public use, sufficient signage shall be posted at strategic locations informing the public that unauthorized access to the property is prohibited. At a minimum, a sign will be posted that reads: "Authorized Personnel Only".
2. Property that the Board of Public Works can classify as restricted and/or unrestricted use, signage will be posted appropriately and conspicuously that communicates this fact to the general public.

EXCLUSIONS: the following exclusions apply:

- I. The "East" Parcel of the Hoch Road Property specifically identified as parcel #05-035-012-00 is excluded from this policy. The "West" Parcel is NOT excluded from this policy.
- II. Portion of East Bay Parcel #28-03-222-019-20 designated for public use; at a minimum, the fenced area around the Hammond Road Water Tower is NOT excluded from this policy.

Note: This policy may differ for other County departments, agencies, organizations or associations. Any questions related to the content of this policy, or its interpretation, should be directed to Human Resources.

EXCLUSION I

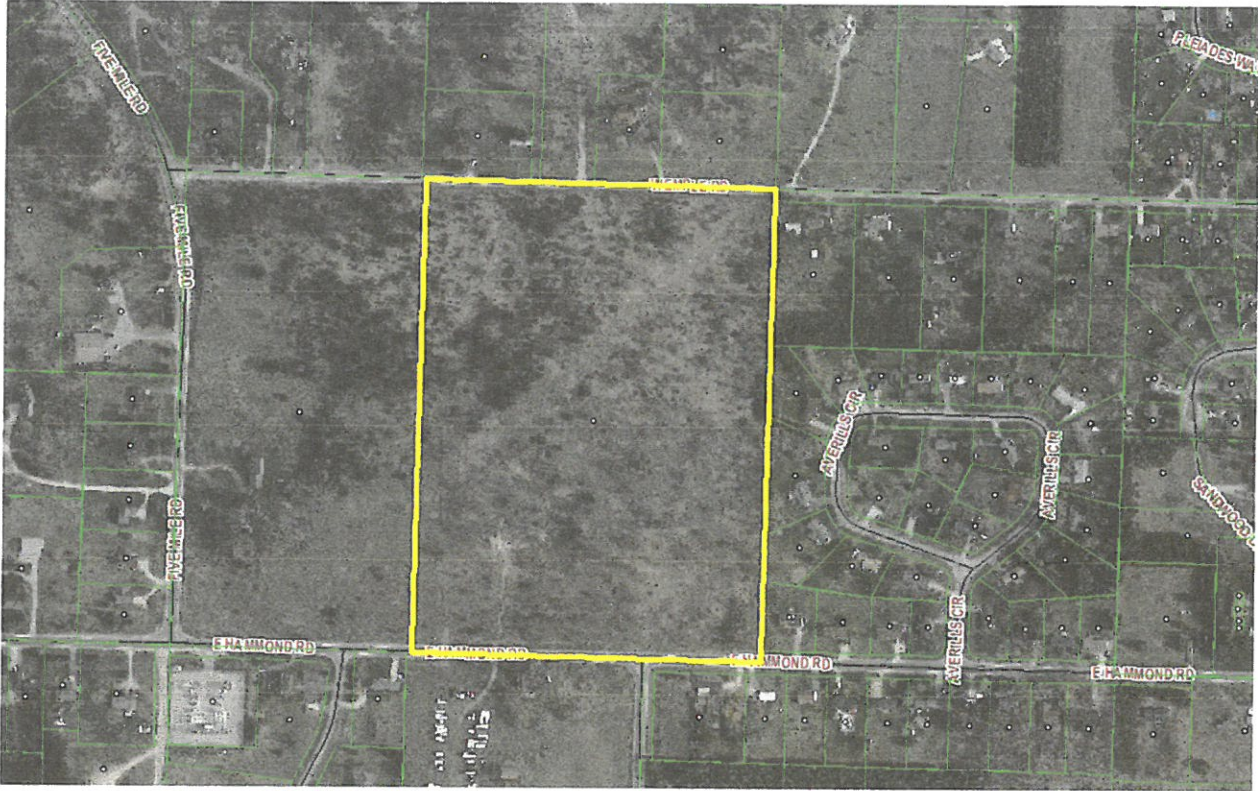


Grand Traverse County BPW Hoch Road Property

“EAST Parcel”: Parcel ID: 05-035-012-00

Address: Vacant

EXCLUSION II



EAST BAY TOWNSHIP PARCEL #28-03-222-019-20

Address: 3411 E. Hammond Road

Exclusion = Area of parcel identified by East Bay Township as “public land”; DOES NOT INCLUDE THE AREA IN AND AROUND THE HAMMOND ROAD WATER TOWER AND WELL HOUSE