

**GRAND HAVEN CHARTER TOWNSHIP BOARD**  
**MONDAY, SEPTEMBER 12, 2016**

**WORKSESSION – 6:00 p.m.**

1. Public Services Director VerBerkmoes discussed security improvements for the Township complex and the Administrative Building. It was noted that the Township had budgeted \$58,000 for security improvements and lighting. Cargo noted that the change in the lobby to LED lighting at an estimated cost of \$5,500 would be completed prior to the end of the current fiscal year.

After reviewing the proposed improvements, the Board directed staff to complete the following:

- ✓ Staff would install a white aluminum fence between the Administrative building and DPW building at an estimated cost of \$2,000.
  - ✓ Staff would install a pin-hole camera to obtain better identity pictures. This camera will interface with the Township's current system and would cost approximately \$2,500.
  - ✓ Staff will provide additional options for an alarm system, including third party Apps and/or contactors (e.g., RAVE or ADT).
  - ✓ Staff will provide costs for improved lighting within the public parking lot located between the Fire/Rescue station and the Administrative building; along the front of the Administrative building; and, along the public parking lot located along 168<sup>th</sup> Avenue.
2. The Board discussed the City of Grand Haven proposal to participate financially with the Neighborhood Housing Services.

The Township Board agreed to provide a maximum of \$7,200 for FY 2017 and a maximum of \$7,200 for FY 2018. These monies would only be utilized to cover any financial deficit within the Neighborhood Housing Services program and would be paid proportional to the usage of Township residents in relation to residents from the City of Grand Haven, Spring Lake Township and Ferrysburg City. Usage will include all services offered by the Neighborhood Housing Services program (e.g., *rehabilitation grants, etc.*) and will not be limited to only financial counseling.

It was also agreed that the City Neighborhood Housing Services would provide improved measurables on an annual basis.

3. The Board discussed the proposed Employee Appreciation Dinner and instructed staff to attempt to schedule the event for Thursday, December 1<sup>st</sup> and that Supervisor-elect Reenders would host the event. Cargo noted that Administrative Assistant Walsh will work with Supervisor French to plan the event and make decisions regarding catering, etc.

**REGULAR MEETING**

I. CALL TO ORDER

Supervisor French called the regular meeting of the Grand Haven Charter Township Board to order at 7:00 p.m.

II. PLEDGE TO THE FLAG

III. ROLL CALL

**Board members present:** French, Meeusen, Behm, Larsen, and Kieft.

**Board members absent:** Hutchins, and Redick.

Also present was Manager Cargo, Assessing Director Chalifoux, and Community Development Director Fedewa.

IV. APPROVAL OF MEETING AGENDA

**Motion** by Clerk Larsen and seconded by Trustee Meeusen to approve the meeting agenda, as presented. **Which motion carried.**

V. APPROVAL OF CONSENT AGENDA

1. Approve August 22, 2016 Board Minutes
2. Approve August 22, 2016 Closed Session Board Minutes
3. Approve Payment of Invoices in the amount of \$536,589.53 (*A/P checks of \$446,925.78 and payroll of \$89,663.75*)
4. Reappointment of Robert Robbins and John Heinritz to the DDA Board for terms ending August 31, 2019
5. Appointment of Lyle Rycenga to the Construction Board of Appeals for a term ending November, 30, 2018
6. Appointment of Phil Chalifoux to the Planning Commission for a term ending August 1, 2019.

**Motion** by Supervisor French and seconded by Trustee Behm to approve the items listed on the Consent Agenda. **Which motion carried.**

VI. PRESENTATION

Ottawa County Treasurer Brad Slagh presented a PowerPoint presentation regarding Delinquent Taxes and Finding Help.

VII. OLD BUSINESS

1. **Motion** by Clerk Larsen supported by Treasurer Kieft to approve and adopt Resolution 16-09-01, which schedules the "Truth in Taxation" public hearing for September 26, 2016 and proposes the additional allowable millage rate of 0.0127 mills for a proposed total of 4.2226 mills. **Which motion carried** pursuant to the following roll call vote:

Ayes: Larsen, Kieft, Meeusen, Behm, French

Nays:

Absent: Hutchins, Redick

2. Charles M. Schmidt (15830 Lincoln Street) expressed concern regarding increased traffic on Lincoln Street (especially truck traffic) and the related noise. He noted that he spoke with the developer regarding his driveway approach and feels that this concern will be addressed by the developer.

**Motion** by Clerk Larsen supported by Trustee Behm to conditionally the Stonewater PUD and rezoning of parcels 70-07-14-100-004 and 70-07-14-100-010 from Agricultural (AG) to (Planned Unit Development (PUD). This is based upon the application meeting the requirements and standards set forth by the Grand Haven Charter Township Zoning Ordinance and Master Plan. The motion is subject to, and incorporates, the following report and conditions of approval. **This is the second reading. Which motion carried** pursuant to the following roll call vote:

Ayes: Behm, Meeusen, Kieft, French, Larsen

Nays:

Absent: Hutchins, Redick

### **STONEWATER PUD REPORT**

Pursuant to the provisions of the Grand Haven Charter Township (the "Township") Zoning Ordinance (the "Zoning Ordinance"), the following is the report of the Grand Haven Charter Township Board (the "Board") concerning an application by Lincoln Street Holdings LLC (the "Developer") for approval of the Stonewater Planned Unit Development (the "Project" or the "PUD").

The Project will consist of 182 residential units—107 single family dwellings, 48 two-unit condominiums, and 27 three-unit condominiums. This 68-acre Project will be located on four parcels of land on Lincoln Street in Section 14 of the Township. The Project as recommended for approval is shown on a final site plan, last revised 7/29/2016 (the "Final Site Plan"), final landscape plan, last revised 7/29/2016 (the "Final Landscape Plan"), and the bound submittal package titled Stonewater Mixed-Use Neighborhood and Planned Unit Development, last revised 8/17/2016 (the "Submittal Package"); collectively referred to as the "Documentation," presently on file with the Township.

The purpose of this report is to state the decision of the Board concerning the Project, the basis for the Board's recommendation, and the Board's decision that the Stonewater PUD be approved as outlined in this motion. The Developer shall comply with all of the documentation submitted to the Township for this Project. In recommending the approval of the proposed PUD application, the Board makes the following findings pursuant to Section 17.04.3 of the Zoning Ordinance.

1. The Project meets the site plan review standards of Section 23.06 of the Zoning Ordinance. Specifically, pursuant to Section 23.06.7, the Board finds as follows:
  - A. The uses proposed will not adversely affect the public health, safety, or welfare. Uses and structures located on the site take into account topography, size of the property, the uses on adjoining property and the relationship and size of buildings to the site. The site will be developed so as not to impede the normal and orderly

development or improvement of surrounding property for uses permitted in this Ordinance.

- B. Safe, convenient, uncontested, and well defined vehicular and pedestrian circulation is provided for ingress/egress points and within the site. Drives, streets and other circulation routes are designed to promote safe and efficient traffic operations within the site and at ingress/egress points.
- C. The arrangement of public or private vehicular and pedestrian connections to existing or planned streets in the area are planned to provide a safe and efficient circulation system for traffic within the Township.
- D. Removal or alterations of significant natural features are restricted to those areas which are reasonably necessary to develop the site in accordance with the requirements of this Ordinance. The Board has required that landscaping, buffers, and/or greenbelts be preserved and/or provided to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property.
- E. Areas of natural drainage such as swales, wetlands, ponds, or swamps are protected and preserved insofar as practical in their natural state to provide areas for natural habitat, preserve drainage patterns and maintain the natural characteristics of the land.
- F. The site plan provides reasonable visual and sound privacy for all dwelling units located therein and adjacent thereto. Landscaping shall be used, as appropriate, to accomplish these purposes.
- G. All buildings and groups of buildings are arranged so as to permit necessary emergency vehicle access as requested by the fire department.
- H. All streets and driveways are developed in accordance with the Ottawa County Road Commission ("OCRC") specifications, as appropriate.
- I. Appropriate measures have been taken to ensure that removal of surface waters will not adversely affect neighboring properties or the public storm drainage system. Provisions have been made to accommodate storm water, prevent erosion and the formation of dust.
- J. Exterior lighting is arranged so that it is deflected away from adjacent properties and so it does not interfere with the vision of motorists along adjacent streets, and consists of sharp cut-off fixtures.
- K. All loading and unloading areas and outside storage areas, including areas for the storage of trash, which face or are visible from residential districts or public streets, are screened.
- L. Entrances and exits are provided at appropriate locations so as to maximize the convenience and safety for persons entering or leaving the site.
- M. The Documentation conforms to all applicable requirements of County, State, Federal, and Township statutes and ordinances.
- N. The general purposes and spirit of this Ordinance and the Master Plan of the Township are maintained.

2. The Board finds the Project meets the intent for a PUD, as described in Section 17.01.3 of the Zoning Ordinance. By approving this Project as a PUD, the Township has been able to negotiate various amenities and design characteristics as well as additional restrictions with the Developer, which the Township would not have been able to negotiate if the PUD Chapter of the Zoning Ordinance was not used.
3. Section 17.01.5 of the Zoning Ordinance allows for departures from Zoning Ordinance requirements, and it is intended to result in land use development that is substantially consistent with the goals and objectives of the Township Master Plan, the Zoning Ordinance, and consistent with sound planning principles. The applicant requested seven departures. The Planning Commission makes the following findings.
  - A. A minimum lot area of 10,000 square feet for the single family dwellings is permitted because the Township has approved similar minimum lot areas for PUD's, and permits the Project to develop in an innovative manner that substantially moves forward the Intent and Objectives of Section 17.01.
  - B. A minimum lot width of 75 feet for the single family dwellings is permitted because the Township has approved similar minimum lot widths for PUD's, and permits the Project to develop in an innovative manner that substantially moves forward the Intent and Objectives of Section 17.01.
  - C. A minimum rear yard setback of 25 feet for lots 72 and 73 is permitted because the irregular lot shape would result in a building envelope that would be unable to support the minimum floor area for the dwelling unit.
  - D. A minimum rear yard setback of 35 feet is permitted for the remaining single family dwellings because the Township has approved similar minimum rear yard setbacks for PUD's, and permits the Project to develop in an innovative manner that substantially moves forward the Intent and Objectives of Section 17.01.
  - E. A minimum side yard setback of 8 feet for both sides is permitted for the single family dwellings because the Township has approved similar minimum side yard setbacks for PUD's, and permits the Project to develop in an innovative manner that substantially moves forward the Intent and Objectives of Section 17.01.
  - F. A minimum building separation of 16 feet is permitted for the condominiums because it complements the side yard setback departure granted for the single family dwellings, and because the Township has approved similar minimum building separations for PUD's, the open space requirements of the Zoning Ordinance are more than satisfied by the Project, and permits the Project to develop in an innovative manner that substantially moves forward the Intent and Objectives of Section 17.01.
  - G. A minimum lot size per condominium unit, defined as "dwelling unit plus required front yard," is permitted because if the same calculations are used for the typical R-2 zoning district standards the Stonewater minimum lot sizes per condominium unit is greater in size. The permitted minimum lot sizes are:

- i. Condominiums with a sidewalk are permitted to have a minimum lot size of 4,697 square feet per unit.
  - ii. Condominiums without a sidewalk are permitted to have a minimum lot size of 4,280 square feet per unit.
4. Compared to what could have been constructed by right, the Project has been designed to accomplish the following objectives from Section 17.01.4 of the Zoning Ordinance.
  - A. The Project will encourage the use of land in accordance with its natural character and adaptability;
  - B. The Project will promote the conservation of natural features and resources;
  - C. The Project will promote innovation in land use planning and development;
  - D. The Project will promote the enhancement of housing and recreational opportunities for the residents of the Township;
  - E. The Project will promote greater compatibility of design and better use between neighboring properties;
  - F. The Project will promote more economical and efficient use of the land while providing harmonious variety of housing choices; and
  - G. The Project will promote the preservation of open space for parks, recreation, or agriculture.
5. The Project meets the following qualification requirements of Section 17.02 of the Zoning Ordinance:
  - A. The Project meets the minimum size of five acres of contiguous land.
  - B. The Project site has distinct physical characteristics which makes compliance with the strict requirements of this Ordinance impractical.
  - C. The PUD design substantially promotes the Intent and Objectives of Section 17.01 of the Zoning Ordinance.
6. The Board also finds the Project complies with the general PUD Design Considerations of Section 17.05 of the Zoning Ordinance.
  - A. The storm water management system for the Project and the drainage facilities will properly accommodate storm water on the site, will prevent runoff to adjacent properties, and are consistent with the Township's groundwater protection strategies.
  - B. The Project will not interfere with or unduly burden the water supply facilities, the sewage collection and disposal systems, or other public services such as school facilities, park and recreation facilities, etc.
  - C. Utility services within the Project shall be underground. This includes but is not limited to electricity, gas lines, telephone, cable television, public water and sanitary sewer.
  - D. The internal road system in the Project is designed to limit destruction of existing natural vegetation and to decrease the possibility of erosion.

- E. Vehicular circulation, traffic and parking areas have been planned and located to minimize effects on occupants and users of the Project and to minimize hazards to adjacent properties and roadways.
- F. Parking requirements for each use have been determined to be in accordance with Chapter 24 (Parking, Loading Space, and Signs).
- G. Street lighting will be installed in the same manner as required under the Township's Subdivision Control Ordinance.
- H. Buildings in the Project have been sited to protect natural resources. Natural features such as natural grade, trees, vegetation, water bodies and others have been incorporated into the Documentation.
- I. The predominant building materials have been found to be those characteristic of the Township such as brick, native stone, and glass products.
- J. Landscaping, natural features, open space and other site amenities have been located in the Project to be convenient for occupants of, and visitors to, the PUD.
- K. The Project is reasonably compatible with the natural environment of the site and the adjacent premises.
- L. The Project will not unduly interfere with the provision of adequate light or air, nor will it overcrowd land or cause an unreasonably severe concentration of population.
- M. Exterior lighting within the Project complies with Chapter 20A for an LZ 2 zone.
- N. The Project will not have a substantially detrimental effect upon or substantially impair the value of neighborhood property, as long as all of the standards and conditions of this approval of the Project are satisfied.
- O. The Project is in compliance with all applicable Federal, State, County, and local laws and regulations. Any other permits for development that may be required by other agencies shall be available to the Township Board before construction is commenced.
- P. No additional driveways onto public roadways have been permitted. Furthermore, driveways providing access to corner lots shall gain access from the lesser traveled of the two intersecting streets.
- Q. The Project provides adequate accessibility for residential development with more than 24 dwelling units.
- R. The Project satisfies the minimum open space of 20 percent required by the Zoning Ordinance.
- S. The open space in the Project is large enough and properly dimensioned to contribute to the purpose and objectives of the PUD.
- T. The open space in the Project consists of contiguous land area which is restricted to non-development uses.
- U. The open space in the Project will remain under common ownership or control.
- V. The open space in the Project is set aside by means of conveyance

that satisfies the requirements of Section 17.05.5.G of the Zoning Ordinance.

- W. The Project abuts a single family residential district and a woodland will provide a sufficient obscuring effect and act as a transitional area.
  - X. The Project is consistent with the goals and objectives of the Master Land Use Plan. Specifically, it is consistent with the Master Plan designation of the property in question.
7. The Board also finds the Project shall comply with the below additional conditions as well.
- A. Approval and compliance with all requirements set forth by the OCRC and the OCWRC. No building permits shall be issued until all permits have been obtained, and copies provided to the Township.
  - B. The Developer shall enter into a PUD Contract with the Township. The Contract shall be reviewed and approved by the Township Board prior to the issuance of building permits.
  - C. The Developer shall enter into a Special Assessment Lighting District (SALD) Agreement with the Township. The Agreement and Resolution adopting the SALD shall be reviewed and approved by the Township Board prior to the issuance of building permits.
  - D. The Developer shall enter into a Private Road Maintenance Agreement with the Township. The Agreement shall be reviewed and approved by the Township Board prior to the issuance of building permits.
  - E. The Developer shall submit a financial guarantee for the completion of, and looping of, water mains and roadways. Said guarantee may be submitted in total at one time to the Township, with commensurate amounts released to the Developer after the satisfactory completion of each phase; or submitted in part at multiple times to the Township, for each phase, in which case the Developer shall also submit to the Township an additional twenty-percent (20%) as a contingency increase.
  - F. Sidewalk shall be installed within 5 years of the first occupancy permit issued in Phase 1, or prior to the issuance of the first occupancy permit for Phase 2—whichever is later.
  - G. Individual certificates of occupancy shall not be granted until the sidewalk for that unit is installed. Sidewalks shall comply with the plan dated 7/29/2016.
8. The Board also makes the following findings:
- A. Revisions or changes to the conditions are made by the Township Board after a public hearing. These conditions are binding upon the Developer and all successor owners or parties in interest in the Project.
  - B. Any violation of the conditions constitutes a violation of the Zoning Ordinance, and in addition to the remedies provided therein, shall be cause for the Township Board to suspend or revoke any zoning or building permit applicable to the Project.

- C. The right is reserved by the Township to impose additional conditions if reasonably necessary to achieve the purposes of the Zoning Ordinance.
- D. Except as expressly modified, revised or altered by these conditions the Project shall be acquired, developed, and completed in conformance with the Zoning Ordinance, as amended, and all other applicable Township ordinances.
- E. This approval is also conditioned upon the Developer meeting all applicable Federal, State, County and Township laws, rules and ordinances.
- F. The Developer shall comply with all of the requirements of the Documentation, specifically including all of the notes contained thereon, and all of the representations made in the written submissions by the Developer to the Township for consideration of the Project.
- G. In the event of a conflict between the Documentation and these conditions, these conditions shall control.

3. **Motion** by Treasurer Kieft supported by Supervisor French to approve and adopt the Zoning Text Amendment to include Indoor Recreation, Exercise, and Athletic Facilities as a Special Land Use in the C-1 Commercial District in the Grand Haven Charter Township Zoning Ordinance. **This is the second reading. Which motion carried** pursuant to the following roll call vote:

Ayes: Kieft, French, Meeusen, Behm, Larsen

Nays:

Absent: Hutchins, Redick

VII. NEW BUSINESS

1. **Motion** by Trustee Meeusen supported by Clerk Larsen to approve the Final Plat for Phase 1 of the Lincoln Pines Subdivision. **Which motion carried.**

VIII. REPORTS AND CORESPONDENCE

- a. Correspondence was reviewed
- b. Committee Reports – Clerk Larsen noted that the Personnel Committee will meet at noon on Tuesday, October 4<sup>th</sup>.
- c. Manager’s Report, which included:
  - i. August Building Report
  - ii. August Ordinance Enforcement Report
- d. Others

IX. PUBLIC COMMENTS

None.

X. ADJOURNMENT

**Motion** by Clerk Larsen and seconded by Trustee Behm to adjourn the meeting at 7:33 p.m. **Which motion carried.**

Respectfully Submitted,

Laurie Larsen  
Grand Haven Charter Township Clerk

Karl French  
Grand Haven Charter Township Supervisor