

GRAND HAVEN CHARTER TOWNSHIP BOARD
MONDAY, APRIL 24, 2017

WORK SESSION – 6:00 P.M.

1. Review 2017 Project List
2. Discussion on In-Line Skating Rink – Mercury Park
3. Discussion - Community Engagement Proposal – Wolfe and Witteveen Properties

REGULAR MEETING – 7:00 P.M.

- I. CALL TO ORDER
- II. PLEDGE TO THE FLAG
- III. ROLL CALL
- IV. APPROVAL OF MEETING AGENDA
- V. CONSENT AGENDA
 1. Approve April 10, 2017 Board Minutes
 2. Approve Payment of Invoices in the amount of \$229,072.62 (*A/P checks of \$117,558.89 and payroll of \$111,513.73*)
 3. Approve Brucker Beach Woods Sewer Special Assessment Contract
- VI. PUBLIC HEARING – Transfer Tool Application for Industrial Facilities Exemption Certificate
- VII. OLD BUSINESS
 1. Resolution 17-04-01 – Transfer Tool Industrial Facilities Exemption Certificate
 2. Resolution 17-04-02 – Approve April Budget Amendments (*Establish 2017 General Fund undesignated fund balance*)
- VIII. NEW BUSINESS
 1. Brucker Beach Woods – Revised Site Condominium Application
- IX. REPORTS AND CORRESPONDENCE
 1. Correspondence
 2. Committee Reports
 3. Manager’s Report
 - a. March DPW Report
 4. Others
- X. EXTENDED PUBLIC COMMENTS/QUESTIONS ON NON-AGENDA ITEMS ONLY (*LIMITED TO THREE MINUTES, PLEASE.*)
- XI. ADJOURNMENT

NOTE: The public will be given an opportunity to comment on any agenda item when the item is brought up for discussion. The supervisor will initiate comment time.

**GRAND HAVEN CHARTER TOWNSHIP BOARD
MONDAY, APRIL 10, 2017**

REGULAR MEETING

I. CALL TO ORDER

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

II. PLEDGE TO THE FLAG

III. ROLL CALL

Board members present: Behm, Gignac, Larsen, Redick, Meeusen, Reenders, and Kieft

Board members absent: None

Also present was Assessing Director/Acting Manager, Denise Chalifoux, and Public Works Director, Mark VerBerkmoes

IV. APPROVAL OF MEETING AGENDA

Motion by Clerk Larsen and seconded by Trustee Redick to approve the meeting agenda. **Which motion carried.**

V. APPROVAL OF CONSENT AGENDA

1. Approve March 27, 2017 Board Minutes
2. Approve Payment of Invoices in the amount of \$300,887.20 (*A/P checks of \$209,386.39 and payroll of \$91,500.81*)
3. Approve the RFP for Hofma Park and Preserve Trail Maintenance

After discussion regarding cost of a fire truck repair by Treasurer Kieft.

Motion by Clerk Larsen and seconded by Supervisor Reenders to approve the items listed on the Consent Agenda. **Which motion carried.**

VI. OLD BUSINESS

1. **Motion** by Trustee Gignac, supported by Trustee Meeusen to approve and adopt the amendment to the Code/Ordinance Enforcement Ordinance, which updates the Authorized Township Official definition. **This was the second reading. Which motion carried.** pursuant to the following roll call vote:

Ayes: Behm, Redick, Meeusen, Gignac, Larsen, Reenders, Kieft

Nays: None

Absent:

VIII. NEW BUSINESS

None

IX. REPORTS AND CORRESPONDENCE

1. Correspondence
2. Committee Reports
3. Manager's Report
 - a. March Building Report
 - b. March Enforcement Report
4. Others

X. PUBLIC COMMENTS

None

XI. ADJOURNMENT

Motion by Clerk Larsen and seconded by Trustee Gignac to adjourn the meeting at 7:10 p.m. **Which motion carried.**

Respectfully Submitted,

Laurie Larsen
Grand Haven Charter Township Clerk

Mark Reenders
Grand Haven Charter Township Supervisor

2017 PROJECT LIST

DATE: April 20, 2017

TO: Township Board and Department Directors

FROM: Cargo

The Project List includes about:

- ✓ **\$2.74 million** in capital construction projects;
- ✓ **\$1.17 million** in maintenance projects; and,
- ✓ **\$0.43 million** in equipment purchases.

Board priorities highlighted “yellow”.

ADMINISTRATION	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
Board decision on whether to renew Superintendent’s Employment Agreement	Board, Bultje, Cargo
March Change of Assessment Insert	Cargo
April Newsletter	Cargo
October Newsletter	Cargo
Summer Tax Insert	Cargo
Winter Tax Insert	Cargo
CCR Annual Report NOWS and GR (posted on website)	Cargo, Walsh
Constant Contact – Monthly electronic newsletters – begin in May <i>(develop email list for Constant Contact)</i>	Cargo
Information and costs for “Disney Way” management program	Cargo
Freedom of Information Requests <i>(8 thus far in 2017)</i>	Cargo
Waste Hauler Licenses (2017) ➤ Republic Services ➤ Waste Management ➤ Potluck Pick up	DeVerney, Cargo
Appointments to Committee/Board vacancies <i>(1 thus far in 2017)</i>	Reenders, Cargo, DeVerney
Selection of 2017 Chamber Business Recognition Recipient (June)	Reenders, DeVerney
Draft 2017/18 Business Plan for Board Priorities <i>(December/January)</i>	Board, Cargo
Funding – July 4 th Fireworks <i>(\$7,500)</i>	Cargo
Funding – City of Grand Haven cat walk contribution <i>(\$12,500)</i>	Cargo
December Appreciation Dinner <i>(Scheduled for December 7th at Grand Hall – Porto Bello)</i>	Reenders, Walsh
Noise Ordinance – Review for Constitutionality <i>(low priority)</i>	Cargo, Fedewa, Bultje
Complete survey of 168 th Avenue property owners regarding	Cargo, Fedewa, Chamber of

expansion of industrial land	Commerce
Disney Way Program (<i>June 6th – 8th</i>)	Cargo, Capodagli
Special Boards Meeting (<i>April 27th</i>) Regarding General Fund undesignated fund balance	Cargo, Board
ASSESSING	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
Annual mailing of Change of Assessment notices in February	Chalifoux
Board of Review—March, challenges to assessment roll	BOR, Chalifoux
Board of Review – July technical and clerical adjustments to assessment roll	BOR, Chalifoux
EMPP Export to State of Michigan—April 1, 2017 State audit of all personal property data on assessment roll	Chalifoux
Board of Review – December, technical and clerical adjustments to assessment roll	BOR, Chalifoux
Board of Review—Annual, February BOR, appearances and written ➤ L 4022 Report ➤ Board of Review Change Log ➤ 2017 Classification Change ➤ 2017 Equivalent SEV Roll ➤ Industrial real and personal report to State ➤ L 4626 Assessing Officer's Report of Taxable Values	BOR, Chalifoux
Land Divisions; 0 approved and 0 denied	Chalifoux
Prepare Summer warrant for Tax Collection	Chalifoux
Prepare Winter warrant for Tax Collection	Chalifoux
Send out IFT surveys (December) Prepare the IFT report for State (October) Prepare the L 4626 for State filing (April) Prepare form 3369 Renaissance Zone Tax Reimbursement Data for State filing (June) Form 5176-Request for State Reimbursement of TIF Prepare L-4016 Special Assessment report (December)October 30,2016	Chalifoux Chalifoux Chalifoux Chalifoux Chalifoux
Re-Audit two (2) neighborhoods (<i>0% complete</i>)	Chalifoux, Schmidt
IFT Applications (<i>list all</i>): a. Transfer Tool - pending	Chalifoux
Major MTT Actions a. Rizzo (<i>Lakefront property</i>)	Chalifoux, Fischer, Ottawa County
BIKE PATH	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
Bike Path construction for 2017 ➤ \$4.5 million bond sale ➤ Community Engagement with Buchanan Street property owners (prelim design event on April 20th) ➤ Easements (<i>meeting with owners April 20 – May 2</i>) ➤ Survey, Design, Bid, Construction (\$643k) (<i>October 20th completion date</i>)	Cargo Cargo, Sandoval, Nettleton Fedewa, P & N Kieft, Bultje VerBerkmoes, Kieft
2017 pathway maintenance ➤ Paint crosswalks (\$8k) ➤ Ongoing repairs to surface and appurtenances (\$30k) ➤ Crack Sealing (\$10k) ➤ Resurface portion of Robbins and Comstock pathway (\$204k)	Tlachac, VerBerkmoes VerBerkmoes, Kieft VerBerkmoes, Kieft

BUILDING AND GROUNDS	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
Generator Maintenance (November)	Tlachac, VerBerkmoes
Bi Annual Fertilizer Quotes (including cemeteries)	Tlachac, Walsh
Equipment Purchases & Small Projects: ➤ Chip credit card readers (2)	VerBerkmoes, Tlachac
Replacement of Board Room audio/visual equipment (\$60k)	VerBerkmoes, Cargo
Remove, reshape and repave Admin/fire parking lot (\$83k)	VerBerkmoes, Jackson/Merkey
Additional outdoor lighting around Administrative building, per Board direction (Equipment and material ordered in 2016; labor will be carried forward into 2017) (\$33k)	VerBerkmoes
CEMETERY	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
Purchase vaults, memorials and urns for contract holders	Walsh
Plat additional lots within Historic Cemetery ➤ New County Rules cemetery expansion ➤ Variance from County Health re: water table Denied ➤ Plat area for additional lots in Historic Cemetery	Department of Public Health, Cargo Cargo Prien & Newhof
COMMUNITY DEVELOPMENT	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
Participation on NFIP Community Rating System (CRS) Program (ISO/CRS visit complete; documentation submitted 2/27; still awaiting response on submittal as of 4/13/17)	Fedewa
Landscape Compliance Inspections (Winter/Spring) ➤ Divided into 3 year cycles ➤ 100% complete with 2016 inspections (have until 6/2017 to gain compliance) ➤ 2017 inspections to begin in late June.	K. French, Fedewa
April 2017 Builders Forum	DeVerney, Corbat
November 2017 Builders Forum	DeVerney, Corbat
Rental Housing Inspections Ordinance – per state mandate – complete by December 2017 (awaiting formal attorney opinion before ordinance is drafted)	Fedewa, Bultje
ISO Review of Building Department (ISO rank 3)	Fedewa
Comparison of Fees with similar communities	Fedewa, Cargo
DOWNTOWN DEVELOPMENT AUTHORITY	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
Annual DDA Report (and publish in the Tribune) (Form 2604 because the GHT DDA does not collect the Education Tax, -) (July)	Chalifoux, Cargo
Annual Act 381 Report (Brownfield project) (August)	Chalifoux
Complete 168 th Avenue reconstruction ✓ February 2, 2017 bid opening (\$1.2 million) ✓ Construction management (August 25 th completion date)	Cargo, VerBerkmoes, Prien & Newhof, Cargo VerBerkmoes, Prien & Newhof
Act 381 DEQ Brownfield Reporting Verification Worksheet (September)	Chalifoux
GASB 77 Tax Abatement Disclosure Statements Ottawa Area ISD Grand Haven Public Schools Ottawa County Treasurer Loutit Library	Chalifoux

ELECTIONS	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
May 2 nd School Elections	Larsen, DeVerney
Inactive Voter File maintenance (<i>ongoing & up-to-date</i>)	DeVerney, Slater
ENFORCEMENT/LEGAL ACTIONS – DIFFICULT ISSUES	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
NOCH v. GHT (Health Pointe PUD Appeal) (<i>dismissed 3/24/17</i>)	Bultje, Cargo, Fedewa
Brighamwood Sub No. 2 – Missing street lights (<i>Consumers Energy should complete installation by end of April 2017</i>)	Fedewa
Timberview Site Plan /Landscaping compliance (<i>pending: have until 6/2017 to comply</i>)	Fedewa
Vaugh Guild Dangerous Building violation (<i>hearing held, property sold to neighbor who has obtained demo permit, will provide update on May 25th follow-up hearing</i>)	Fedewa, French, Nelson
FINANCE/ACCOUNTING	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
2016 Financial Audit (Week of April 17, 2017)	Sandoval, Chalifoux, Cargo
Board Decision on utilizing a portion of General Fund fund balance for street/pathway maintenance or designating for future park improvements (April 27 th Special Meeting)	Board, Cargo, Sandoval
Audit Report submitted to the State of Michigan	Vredeveld
F-65 Report (<i>prior to July</i>)	Sandoval
Quarterly – prepare and send 941's and UIA 1028 forms to State	Riggs, Sandoval
End of Year (2016) prepare W-2s, 1099s, and SUW-165s	Riggs, Sandoval
Unclaimed Property Report to State (<i>June</i>)	Sandoval
Update Township's Dashboard (<i>June</i>)	Sandoval
Qualifying Statement to State (<i>June</i>)	Sandoval
Continuing Disclosure to EMMA (<i>June</i>)	Sandoval
MD&A Audit Letter	Sandoval, Cargo, Vredeveld
2017 Bond Payments (<i>about \$1.1 million</i>)	Sandoval
<ul style="list-style-type: none"> ➤ 2017 Debt Service (Water) July & December (148k) ➤ 2019 Transmission Main Bond July & December (295k) ➤ 2021 Water Intake Expansion May & November (112k) ➤ 2021 Refunded Building Bond May & October (212k) ➤ 2028 Sewer Lift Station Bond July & December (85k) ➤ 2034 NOWS Plant Expansion May & November (242k) 	
Metro Authority Report (April)	Chalifoux
Budget Amendments – 2 nd Quarter	Cargo, Sandoval
Budget Amendments – 3 rd Quarter	Cargo, Sandoval
Budget Amendments – Final in December	Cargo, Sandoval
2018 Budget	Cargo, Department Directors
<ul style="list-style-type: none"> ➤ 08-28 – Budget policies submitted to the Board ➤ 08-31 – Initial department director meeting ➤ 10-17 – Department directors submit initial figures ➤ 10-24 – Department directors complete final draft ➤ 11-01 – Board holds budget work session ➤ 11-13 – SAD Hearing ➤ 11-13 – Final Approval of 2018 Budget 	Cargo, Board Cargo, Department Directors Cargo, Department Directors Cargo, Department Directors Cargo, Chalifoux, Board Board, Cargo Board, Cargo
Centron Tax Mailing – Summer of 2017 (<i>include newsletter insert</i>)	Chalifoux, Kieft, Cargo
Centron Tax Mailing – Winter of 2017 (<i>include newsletter insert</i>)	Chalifoux, Kieft, Cargo

Complete 170-B Industrial Facilities Report to State (July 31 st)	Chalifoux
Complete CVTRS Annual Report to the State (December)	Sandoval
Complete SET Tax Report (December)	Chalifoux
Truth-in-Taxation Hearing	Chalifoux
Update — Ten Year Building Department Revenue/Expenditure Report	Sandoval, Cargo
Annual Asset Forfeiture Report (February 1 st)	Sandoval
Census wage survey (preparation for upcoming 2020 Census)	Sandoval
FIRE/RESCUE	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
Fire Prevention Open House – October 10 th	Gerencer, Peterson
2016 commercial inspection program (45 completed of 180)	Kruger, Marshall, DeDoes
2016 Private road inspections (126 inspected of 126)	Peterson
Team 911 Academy June 19 th – 23 rd	Peterson, Gerencer
Equipment Purchases: ➤ IO drill set (\$800) ➤ Six pagers (\$3,000) ➤ Four winter coats (\$1,200) ➤ Four sets of turn-out gear (\$9,600)	Gerencer, Schrader, Schweitzer
Building & Grounds Maintenance: ➤ Reseal roof ➤ Replace exterior lighting	Gerencer, Schweitzer,
NOCH Ambulance Authority – Modify staffing model/agreement	Chief Hawke, Gerencer
INFORMATION SYSTEMS	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
Development of Park Reservation & Payment System	Webtech
GHT server replacement	VerBerkmoes
Secure an agreement with 3 rd party (GHAPS/OC or OAISD) to host DR equipment (Agreement being drafted by legal)	Cargo, VerBerkmoes
Purchase 2 nd server configuration for DR at 3 rd party site.	VerBerkmoes
Implement Mobile Device Management for tablets/phones/mobile PC's (Will require policy to manage both Township and non-Township owned devices) (postponed to 2017)	VerBerkmoes, EGL
Hire/contract with new IT Support Firm (April 1 st deadline)	Cargo, VerBerkmoes
LAW ENFORCEMENT	
Purchase miscellaneous equipment: ➤ Replace Speed Trailer (\$9,800) ➤ Two GORE-TEX Jackets (\$700) ➤ Two Replacement Tasers (\$2,200) ➤ Two Preliminary Breath Test devices (\$750)	Cargo, Christiansen
PARKS AND RECREATION	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
NORA Recreation Plan & Survey	NORA Board
Witteveen Property Clean-up ➤ Invasive plant treatments ➤ Arborist review / recommendation of plantation (2017) ➤ Remove exterior wire fences (168 th /Sleeper June deadline – remainder by November) ➤ Additional Clean-up of new trash site in wetland area	Cardno Ottawa County Glueck Tlachac

Maintenance Projects, including: <ul style="list-style-type: none"> ➤ Barrier Free trail loop in Hofma (\$25,000) ➤ Update grills at Hofma Preserve (\$3,000) (<i>ordered 4/1</i>) ➤ Re-roof three shelters at Pottawattomie (\$9,000) ➤ Replace trail head sight at Hofma Preserve (\$4,000) ➤ Replace bike racks at Mercury, Hofma, and Pottawattomie (\$1,200) (<i>ordered 4/1</i>) ➤ Replace Boardwalk to Hofma Preserve Viewing Tower (\$10,000) ➤ In-line Hockey Rink repairs (or removal/replacement) (\$25,000) ➤ I-line Hockey Rink fence repairs (or removal) (\$10,000) ➤ Hofma Park road repairs (\$11,000) ➤ Upgrade remaining park security cameras (\$10,000) ➤ Repair curb – east side of Pottawattomie volleyball court (\$5,000) ➤ Replace Pottawattomie Park sign (\$10,000) ➤ Add recycled picnic tables at Hofma (\$6,800) ➤ Replace trash cans (\$9,000) (<i>ordered 4/1</i>) ➤ Replace 2002 Dodge pickup (\$35,000) (<i>ordered 4/1</i>) ➤ Stabilize Hofma Park retaining wall (\$7,500) 	Tlachac
Community Engagement – Wolfe & Witteveen Property (develop public proposals on the development of the park land) <ul style="list-style-type: none"> ✓ RFP and Bid opening April 20th ✓ June 14th Community Event ✓ July 6th Special Meeting (Board, PC Parks Committee) 	Cargo
PERSONNEL / HUMAN RESOURCES	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
Board Performance Evaluation of Superintendent	Board
Hire PT Human Resources supervisor	Cargo
Employee recognition luncheon (December) <ul style="list-style-type: none"> ➤ Select caterer ➤ Anniversary gifts and certificates ➤ Program development 	Cargo, Larsen, Walsh
Annual Job Descriptions – review and amend <ul style="list-style-type: none"> ➤ Fire/Rescue ➤ Public Works ➤ Administration ➤ Assessing/Accounting ➤ Community Development 	Cargo, Department Directors
Annual Compensation Summaries	Cargo
Annual Driver's License Record Program Review	Cargo
Review Retiree Medicare Options (July)	Cargo
Annual Pension Reconciliation – John Hancock	Sandoval
Annual Benefits Renewal Negotiations (September)	Cargo
Annual Workers Compensation Review and Renewal (June)	Cargo
Annual Property & Liability Renewal (October)	Cargo
Hire Summer Help – Beach Attendant; 4 Parks Staff	Cargo, Walsh
Annual Background Checks (3rd Quarter)	Cargo
Complete Annual I-9 (<i>Employment Eligibility Form</i>) Review	Cargo
Modify Assessing department part-time Administrative Aide to full-	Chalifoux, Fedewa, Cargo

time Administrative Aide	
Clarify over time calculation process	Cargo, Sandoval
Complete a review of employee health insurance options (<i>prior to any change to current coverage required by Obama Care</i>)	Cargo
Complete a review of employee defined contribution and 457 plan options (<i>John Hancock vs. MERS</i>)	Cargo, Sandoval, Chalifoux
SANITARY SEWER	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
Adopt sanitary sewer construction standards (<i>drafted, pending review</i>)	VerBerkmoes, P&N
Wet Well Cleaning (<i>October or November</i>)	Tlachac, Pollution Control Systems
Equipment purchases: <ul style="list-style-type: none"> ➤ Upgrade SCADA at one pump station (\$10k) ➤ Replace pickup (\$7.5k – 70% paid by Water Fund) (ordered 4/1) ➤ Hand held meter reader/programmer (\$2.4k – 70% paid by Water Fund) 	Tlachac, VerBerkmoes
STORM SEWER	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
Funding of Township/Public and/or At-Large Portions of various Drain Work projects (\$10k±)	Drain Commissioner, Cargo
Extension of Hiawatha Drain (BOD approved; currently in final design) (\$1.5+ million)	Drain Commission, Cargo
Orphan Drain Identification and BOD process to bring into County system (<i>five year project</i>) (\$20k) <ul style="list-style-type: none"> ➤ Complete Master Drain maps for GHT (August 2016) ➤ Project (<i>identify orphan drains, BOD hearings, etc.</i>) 	Cargo, P&N, Water Resources Commissioner Water Resources Commissioner Consultant, Cargo
STREETS AND ROADS \ TRANSPORTATION	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
Township Funded Road Maintenance - Resurfacing (\$150k from GF and \$261k from Municipal Street Fund) <ul style="list-style-type: none"> ✓ Dust Control Contract (\$33k) ✓ Street Maintenance OCRC Contract (\$473k) ✓ Crack Sealing (\$10k) 	Cargo
Harbor Transit Transfer (\$370k)	Sandoval, Chalifoux
Collaborate with City, DDA and Health Pointe on Robbins Road stripping and traffic signal upgrade (<i>complete by June 2018</i>)	Cargo, McGinnis
VEHICLES	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
Replace two pick ups and one van (and one SUV totaled in an accident) through State Bid/Purchasing Program (\$120k)	VerBerkmoes
WASTE MANAGEMENT	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
Christmas tree collection program	Tlachac
Spring yard waste collection program	Tlachac
Fall yard waste collection program	Tlachac
WATER	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)

2017 hydrant maintenance/painting/signs program (complete 300± of 1,080)	Tlachac
Draft and adopt policy regarding multiple uses on single service	VerBerkmoes, Bultje
Bi-annual quote/purchase of service line parts including brass, curb boxes, copper and meter setters (\$43k)	Walsh
Annual testing of large meters	Tlachac, Walsh
On-going testing for unregulated contaminants (EPA - UCMR3 Rule)	VerBerkmoes, Tlachac
Annual hydrant purchases (\$10k±)	Walsh, VerBerkmoes
Draft and adopt policy regarding extensions of water lines and sewer lines	VerBerkmoes, Bultje
Annual calibration of cathodic protection for water and sewer equipment (includes replacement of harnesses for west tank)	VerBerkmoes, Tlachac
Annual calibration of telemetry equipment (<i>master meters</i>)	VerBerkmoes, OCRC
Complete and post 2016 CCR (<i>NOWS and GR</i>)	Cargo/Walsh
2017 Water Asset Management Plan by December 31, 2017 (<i>As required by state law -- \$17k</i>)	VerBerkmoes/P&N
Replace control valve for west meter station @ 178th - (\$22k)	VerBerkmoes
MXU Replacement Program (5 years) (<i>complete about 1,100+ in 2017</i>)	VerBerkmoes
ZONING / DEVELOPMENT PROJECTS	
PROJECT OR TASK	RESONSIBLE EMPLOYEE(S)
Re-Draft of Zoning Ordinance (<i>McKenna selected, first meeting on May 4th</i>)	Planning Commission, Fedewa, McKenna
Dollar General Retail Store	Fedewa
“Village at Rosy Mound” Senior Living Campus – condos, apts, assisted living (<i>PC recommended approval 4/17/17</i>)	Fedewa
“Regency at Grand Haven” State Licensed Nursing Home (<i>application submitted, in staff review process</i>)	Fedewa
ZBA Applications (<i>1 for 2017, will have another in May for SpartanNash gas station parking lot</i>)	Fedewa
Service Level Agreement with Ottawa County for GIS services	Fedewa



Public Services Memo

DATE: April 20, 2017

TO: Township Board/Superintendent

FROM: Mark VerBerkmoes

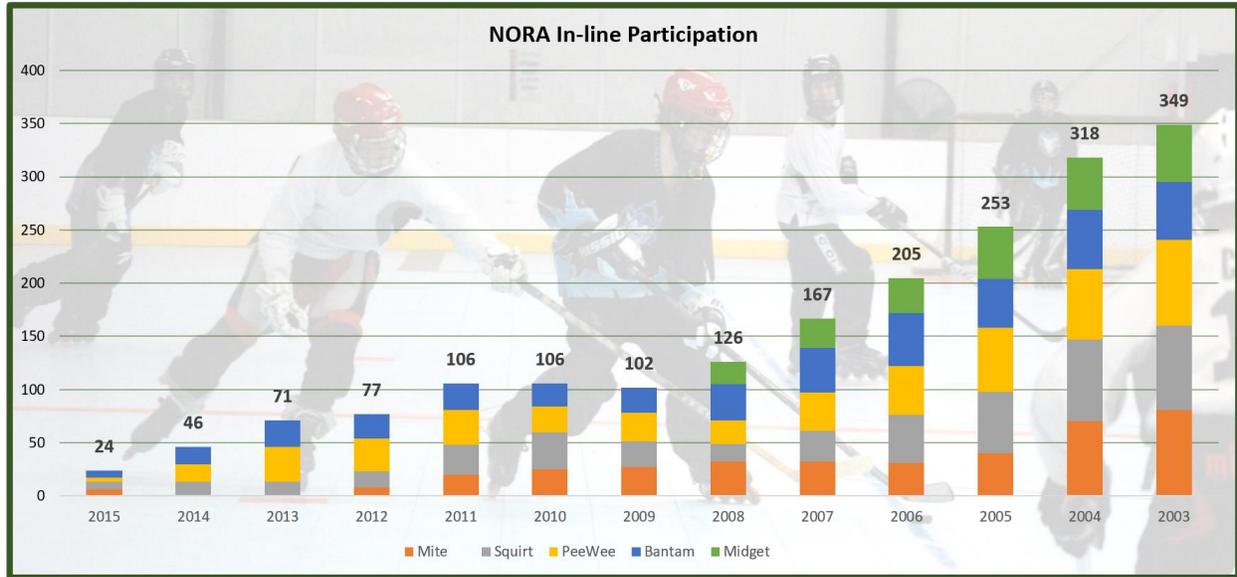
RE: Mercury Park – Inline Rink Repair

As you may recall, there is \$25,000 budgeted in the 2017 Budget to repair the Inline Hockey Rink at Mercury Park. Staff have reviewed the condition of the rink and determined there are several courses of action the Township Board could take with this facility. This memorandum is intended to serve as the impetus to begin conversations as to what the Township should do with this facility going forward.

The inline rink was constructed prior to 1999, utilizing a bituminous play surface with a color-coating. The purpose of the color-coat is basically two-fold: 1) seal the surface from the elements, and; 2) provide a broader distribution of weight from the roller blade wheels, thereby decreasing the wear and tear on the surface. In addition, the dasher boards used to surround the facility are made of a High Density Polyethylene (HDPE) providing long life and minimal opportunity for vandalism.

Overall, the facility has performed well, although there is typically an annual need for maintenance. This maintenance includes recolor coating, fence repair, surface spot repair and occasional repair/replacement of the dasher board components, etc. The Township maintenance costs vary annually from spending approximately \$1,000 for basic repairs to \$10,000 for surface crack repair and recolor coating. Crack repair and color-coating are required every 4-5 years at a cost of about \$10,000.

Use of the facility for organized play has seen a significant downturn in recent years as users have migrated away from in-line hockey to other sports such as lacrosse and soccer. NORA reports more than a 93% decrease in league participation from 2003 to 2015. This decrease also translates to a decline in player fees, significantly reducing the amount of money NORA can provide to assistance with the maintenance of this facility. The following chart shows the downward trend:



Inspection of the facility last fall led staff to include monies in the 2017 budget for repairs. In brief, the vinyl fencing around the upper portion of the rink needs to be replacement, several pieces of dasher board and trim also require replacement and the bituminous play surface needs crack repair and recolor coating. The estimated repair costs are approximately \$25,000. I have included a few pictures of the facility below:





Staff felt it necessary to bring this information to the Board for discussion before spending a large sum of money for maintenance. At this juncture, there are several courses of action that could be taken:

1. Continue annually to spend monies on necessary maintenance
2. Remove and replace the bituminous surface – this would require the removal and replacement of the dasher boards at an estimated cost equal to that of building a new rink (\$80,000 - \$100,000)
3. Remove the rink and place top soil, seed and sprinkling (\$15,000)
4. Remove the rink and place a facility to address some of the recreational deficiencies within the community (pickle ball, basketball, tennis courts, a skate park, etc.)

If the Board is not comfortable with making a decision at this time, the matter could be returned to the Parks and Recreation Committee for further discussion and recommendation.

If you have any questions or concerns, please contact me.



SUPERINTENDENT'S MEMO

DATE: April 20, 2017

TO: Township Board

FROM: Bill Cargo

SUBJECT: Community Engagement Proposals

The Township received four proposals to complete a single community engagement event and draft preliminary design and cost estimates on the development of the Wolfe and Witteveen Properties. Unfortunately, the estimated costs and work hours provided were higher than expected – ranging from **\$25,000** to **\$82,600**. (*Recall that staff had estimated a cost of between \$12,000 and \$15,000.*)

The bids were showing billable hours estimated at between 320 and 650 hours – all of which appear to be high. (*The low proposal from Nederveld did not list the hours estimated to complete the project.*)

That said, there are two options for the Board to consider:

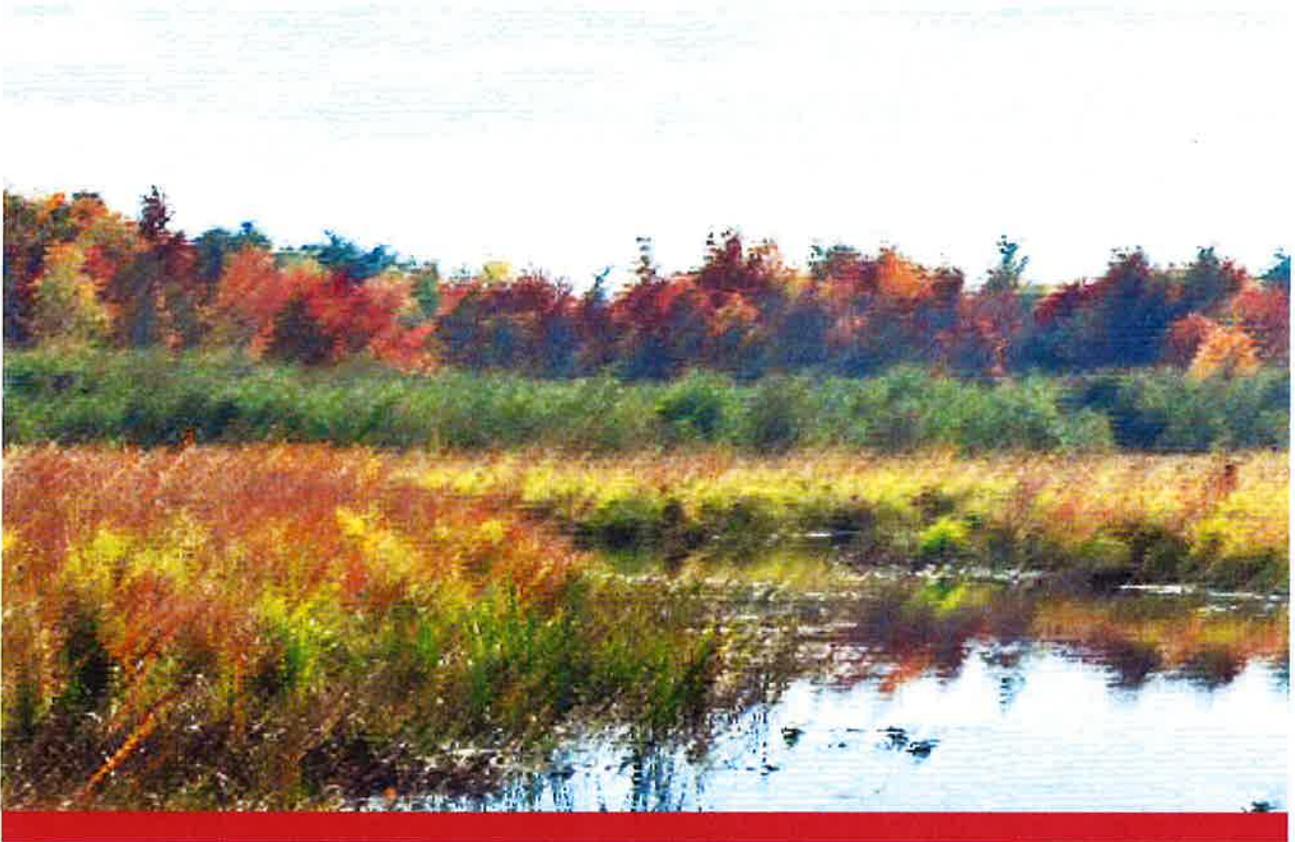
1. Accept the attached low bid from Nederveld and immediately proceed with the project;
or,
2. Reject all of the bids and instruct staff to negotiate directly with the two of the firms based upon a more realistic number of service hours provided.

Staff will be looking for direction on how to proceed at Monday's Board meeting.

Please contact me if there are any question or comments.

GRAND HAVEN CHARTER TOWNSHIP | 20 APRIL 2017

HOFMA PARK & PRESERVE: COMMUNITY ENGAGEMENT EVENT & PRESENTATION



HOFMA PARK & PRESERVE: COMMUNITY ENGAGEMENT EVENT & PRESENTATION
SUBMITTED BY:
NEDERVELD



“In every walk with nature one receives far more than he seeks.”

-John Muir

COVER LETTER

Submitted on behalf of:
Nederveld, Inc.
217 Grandville Ave SW #302, Grand Rapids, MI 49503
616.575.5190

Project Contact:
Jamie Walter, PLA, LEED AP
JWalter@nederveld.com

William Cargo
Grand Haven Charter Township
Township Superintendent/Manager
13300 168th Ave Grand Haven, MI 49417

Dear William Cargo,

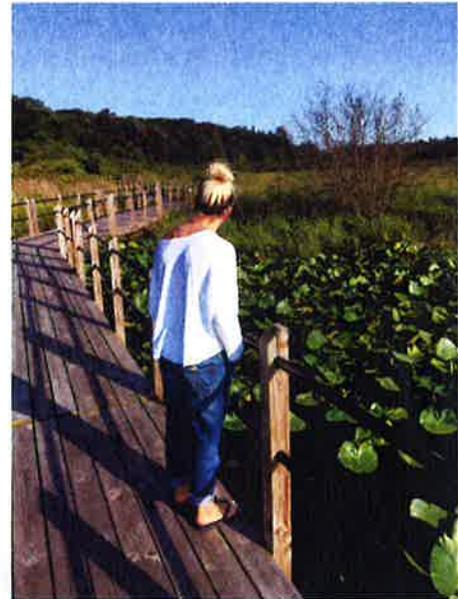
Thank you for the opportunity to submit this proposal for the Community Engagement Event and Presentation RFP for Hofma Park and Preserve. Our team is excited to utilize our extensive, successful experience with community engagement to create a context-sensitive design that is specifically tailored to the reaching community of users served by Hofma Park and Preserve.

Our team for this project draws from Nederveld's multi-disciplinary staff of landscape architects, architects and planners. Nederveld has been involved in over 20 charrettes ranging from community driven park design, to form based codes, to streetscapes, to public plazas. Community based designs have been an integral part of some of our most successful projects including (project examples, award winners).

Growing up in Grand Haven I spent much of my youth outdoors, embracing every opportunity to explore natural environments throughout our community. Whether it was playing sports at the various public ball fields and courts, exploring the endless miles of beaches and trails by both foot and by mountain bike, or capturing its scenery and wildlife through the lens of my camera and the tip of my paintbrush, these outdoor experiences helped shape my life both personally and professionally. As a student at Mary A. White I was selected as part of a youth group to be involved with planning a portion of the trail system which became the Grand Haven Boardwalk. Over 30 years later I am once again excited about the opportunity to give back to our community by helping to design new spaces for this and future generations to explore.

We look forward to working with the Grand Haven Charter Township, members of the steering team as well as other partners to craft a plan that enhances and integrates into the existing recreational and educational opportunities of Grand Haven Charter Township and its surrounding communities.

Jamie Walter PLA, LEED AP



PROJECT NARRATIVE

Our team is excited to utilize our extensive, successful experience with community engagement to guide a context-sensitive design that is specifically tailored to the reaching community of users served by Hofma Park and Preserve. Having facilitated over 20 charrettes, many of which have been here in West Michigan, Nederveld fully appreciates the importance of creating a positive and interactive community-based design process. Members of our team have been involved in community engagement efforts throughout the state of Michigan as well as the Rocky Mountain region.

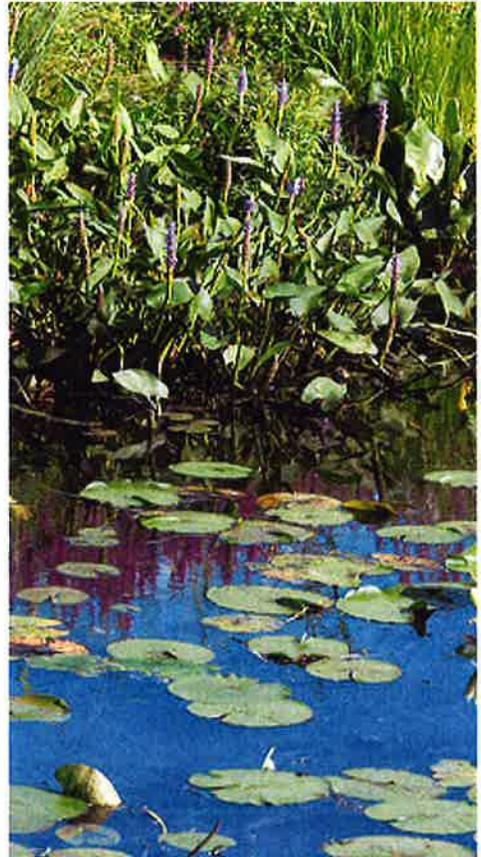
Nederveld recognizes that it is imperative to the success of this project that we view this as a collaborative process among the project partners, the community at large, and our team to create a vision that serves a regional user base. The proliferation of community supported recreation within the region has been met by Grand Haven Charter Township's (GHT) and the Northwest Ottawa Recreation Authority's (NORA) commitment to public outreach to identify the growing needs of park patrons. Our approach is intended to invoke the voices of citizens by paying homage to past engagement efforts by project partners while soliciting new input throughout our charrette process. Our interactive design process will be aimed at identifying unique features of the site as it functions within a regional context. In this way, a park and nature preserve such as this has an opportunity to satisfy the recreational and educational goals of the community while fostering further economic development within the region.

Hofma Park and Preserve has many unique natural characteristics that help to create a distinct identity for the park. It is our intent to embolden that identity through place-making practices. The recreational and educational value of the site has tremendous value. The work for us is to foster a conversation, represented both verbally and graphically, about what the community identifies as assets, opportunities, and challenges of the site. On previous projects Nederveld has developed various tools including user-friendly comment boards, focus group meetings, and interactive games to maximize community involvement. We feel very strongly that our tailored approach to community engagement can be employed to fully understand the users of Hofma Park and Preserve and use this understanding to steer a design that enriches the community it serves.

Our team's proposed approach to successfully execute this work combines four primary elements:

1. Comprehensive analysis of the Grand Haven Charter Township Recreation Plan, Master Plan, NORA's Recreation Plan, all relevant land development agreements and other relevant documents to inform the dialogue and decision-making for Hofma Park & Preserve.
2. A creative and robust public engagement platform. The goal is to solicit input from a wide variety of stakeholders and facilitate a dialogue that provides multiple viewpoints for a meaningful voice in the process.
3. Forward-looking park design which emboldens a unique identity for Hofma Park & Preserve recreationally, ecologically and educationally.
4. Seamless communication with members of the community, members of the steering committee and other partners.

Each member of our team lives, works and plays in West Michigan. We all have a vested interest in our community. Together we have collaborated with numerous communities throughout West Michigan with an unwavering commitment to community development. We are confident that, in working in close collaboration with the community, the project steering committee and associated partners, Hofma Park & Preserve can achieve similar results.



FIRM PROFILE

Experience...the Difference

OUR FIRM

Nederveld, founded in 1977, is a client-centered company that has grown into a leading provider of land planning, engineering and surveying services in the country.

Our people are forward thinkers, who don't see problems as much as they see opportunities to do things better through new ideas. They are trained professionals, but more than that they are hard-working individuals who join together to provide results, that more often than not exceed expectations.

You will find that the strength of Nederveld lies within the quality of our people and the diversity of our services we offer. We are dedicated people providing quality work.

We service our clients across the country from six offices in **Ann Arbor | Chicago | Columbus | Grand Rapids | Holland | Indianapolis | St. Louis**. Our projects have spanned from coast to coast in North America, as well as overseas.

HOW CAN WE HELP YOU?

Land Planning

Urban Design
Form-Based Codes
Master Planning
Charrettes & Visioning
Economic & Community Development

Landscape Architecture

Residential Design
Commercial Design
Public Parks
Streetscapes
Visual Analysis

Civil Engineering

Mixed-Use TND
Subdivisions & Condominiums
Site Planning
Sustainable / Low-Impact Design
Sanitary Services
Site Construction Management
Private Waste Water Facilities

Land Surveying

Surveying
ALTA / ACSM
Construction Staking
Flood Plain Mapping
Subdividing
Condominium Conversions
Preconstruction Documentation

Environmental Consulting

SBA Risk Assessment / Record Search Reports
Transaction Screen Process ASTM Standard
Phase I Environmental Site Assessments
Phase II Environmental Site Assessments
Baseline Environmental Site Assessments
& Section 7a CA Due Care Plan
Soil and Groundwater Sampling
Brownfield Redevelopment Funding

High Definition Scanning

3D laser scanning technology quickly provides high-confidence models for design and documentation:
Architecture
Building Information Modeling
Construction
Education
Facility & MEP
Healthcare
Historic Preservation
Scene Preservation
Utility

Forensic Engineering

Structural Evaluations
Fire & Explosion Investigations
Electrical & Mechanical Evaluations
Water Intrusion & Mold Evaluations
Product Evaluations
Vehicle & Heavy Equipment Inspections
Expert Witness

QUALIFICATIONS

Licensed Professional Engineers
Licensed Structural Engineers
Licensed Residential Builders
Licensed Land Surveyors
Licensed Landscape Architect
Registered Architects
Certified: Form Based Code Institute
Certified: National Charrette Institute
Certified Planner
Certified Residential Appraiser
Registered Roof Consultant
Certified Building Inspection Engineers
Licensed Private Investigators
Certified Fire Investigators
Certified Fire and Explosion
Investigators
Certified Vehicle Fire Investigators
Certified Microbial Consultants
Certified Microbial Remediation
Supervisor
Master Automobile Technician

KEY PERSONNEL



JAMIE WALTER, ASLA, PLA, LEED-AP has designed and managed projects ranging from multi-acre privately developed master planned communities to municipal infrastructure projects. Prior to relocating to Grand Rapids, he was the first landscape architect in the state of Wyoming to achieve a LEED-AP.

Jamie's work has focused on sustainable development consulting that includes land planning, urban design, park master planning, and streetscape design and improvements. While in Wyoming, Jamie was involved in 12 charrettes for both private and public sector clients.

Jamie is a member of the American Society of Landscape Architects and the American Planning Association. Over the past four years, his work at Nederveld includes implementation of landscape, park, plaza, and streetscape designs, as well as the planning of a wide-range of private-sector development projects.

CONSULTANT TEAM PERSONNEL

NEDERVELD

PROFESSION

Landscape Architecture

EDUCATION

Bachelor of Science in
Landscape Architecture 1998
Michigan State University
East Lansing, MI

LICENSES & CERTIFICATIONS

State of Michigan Licensed
Landscape Architect
#3901001588

State of Wyoming Licensed
Landscape Architect

State of Idaho Licensed
Landscape Architect

State of Montana Licensed
Landscape Architect

CLARB Certified Landscape
Architect

LEED Accredited Professional

PROFESSIONAL AFFILIATIONS

American Society of
Landscape Architects

Council of Landscape
Architects Registration Board

American Planning
Association

US Green Build Council
Wyoming Chapter

Town of Jackson Planning
& Zoning Commission - Vice
Chairman 2012 - Chairman
2013

AREAS OF EXPERTISE

Master Planning, sustainable
development consulting, and
park planning



KEY PERSONNEL



MARK F. MILLER AIA AICP is an architect and planner for Nederveld in Grand Rapids, Michigan and has been involved in award-winning urban design, planning and architectural projects ranging in scale from single buildings and blocks to the master planning of neighborhoods and cities. His diverse skill set and over 15 years with the firm, has made Mark an indispensable member of the Nederveld team.

Mark has collaborated on the creation of 4 form-based codes and has gone through extensive training through the Form-Based Code Institute. Additionally he is certified by the National Charrette Institute.

Mark's past projects include form-based codes for the Michigan cities of Wyoming, Muskegon, Traverse City, and Hudsonville; a parking strategy for downtown Muskegon; The Brikyaat Neighborhood and Belknap Neighborhood Area Specific Plans, both of which were adopted into the City of Grand Rapids master plan; the Imagine Hudsonville 2030 master plan for the City of Hudsonville; GR Forward, a master plan for downtown Grand Rapids; and the East Hills Public Space Strategy, a people-centered guide to build a better neighborhood.

In 2009, Mark was awarded the Young Architect of the Year and the 2014 Humanitarian Award by the Grand Rapids Chapter of the American Institute of Architects. Mr. Miller also serves on the City of Grand Rapids Vital Street Oversight Commission and the Downtown Grand Rapids Inc. Alliance for Investment.

As the former chairman of the Grand Rapids Historic Preservation Commission and past-president of the Grand Rapids AIA, Mr. Miller has been a speaker at numerous events regarding urbanism, form-based codes and public input. He has participated in over 20 charrettes across both Michigan and the Midwest. Mark currently writes a monthly column on urban design and architecture for Grand Rapids Magazine and co-published Urban Edits, a monograph of his urban design work.

He is committed to the continued resurgence of urban living and resides in the diverse and walkable Heritage Hill historic district in an Arts and Crafts home built in 1912, with his wife, Lisa and

CONSULTANT TEAM PERSONNEL

NEDERVELD

PROFESSION

Urban Designer | Architect | Planner

EDUCATION

Masters of Architecture 1993
University of Michigan
Ann Arbor, MI

Bachelor of Science 1991
University of Michigan
Ann Arbor, MI

LICENSES & CERTIFICATIONS

Registered Architect, State of Michigan #1301042967

American Institute of Certified Planners (AICP) #026560

National Charrette Institute, Certified Charrette Planner

Form Based Code Institute Certification

PROFESSIONAL AFFILIATIONS

American Institute of Architects - AIA Grand Valley Chapter President 2008

Congress for the New Urbanism

AREAS OF EXPERTISE

Urban design, historic preservation, and form-based code development



KEY PERSONNEL



DUSTIN CORR, PLA is a technically proficient, creative designer with a broad range of experience from park planning to large scale residential design.

Prior to joining the Nederveld team, Dustin worked for the State of Michigan, Park Planning Department, aiding in the development of the state-wide equestrian trail network plan, safe harbor & boating access plan and visioning for the redevelopment of Belle Isle Park. Subsequently, Dustin transitioned his efforts to bringing innovative design to high-end residential clients in the Chicago area.

Joining Nederveld in 2006, Dustin has been involved with designing streetscapes, playgrounds, as well as residential and commercial development plans. His public visioning projects, such as the Roosevelt Park Area Specific Plan Charrette, has allowed Dustin to help communities see their potential through his quick illustrative graphics and an eye for detail development.

CONSULTANT TEAM PERSONNEL

NEDERVELD

PROFESSION

Landscape Architecture

EDUCATION

Master of Arts in
Environmental Design 2012
Michigan State University
East Lansing, MI

Bachelor of Landscape
Architecture 2010
Michigan State University
East Lansing, MI

LICENSES & CERTIFICATIONS

State of Illinois Licensed
Landscape Architect
#157001538

State of Michigan Licensed
Landscape Architect
#3901001645

PROFESSIONAL AFFILIATIONS

American Society of
Landscape Architects

AREAS OF EXPERTISE

Park Design, Streetscape &
Residential Design



KEY PERSONNEL



JOSH MOLNAR, ASLA has been a part of the Nederveld planning and design team for three years and is working toward becoming a licensed landscape architect. Josh's work includes conceptual and detailed design of urban streetscapes, small to large scale residential and commercial projects, landscapes, and community spaces. Prior to coming to Nederveld he worked under the senior landscape architect at Michigan State University to design and implement a vast number of pedestrian, bicycle, and vehicle corridors throughout campus, including the design of the Red Cedar Greenway spanning the entire length of campus along the river front.

During his time at Nederveld, Josh Molnar has been involved in an array of planning and design projects including residential, commercial, private, and public developments, subdivision and mixed-use master planning, landscape design, and construction detail development.

CONSULTANT TEAM PERSONNEL

NEDERVELD

PROFESSION

Landscape Architecture

EDUCATION

Bachelor of Science in
Landscape Architecture 2014
Michigan State University
East Lansing, MI

PROFESSIONAL AFFILIATIONS

American Society of
Landscape Architects

AREAS OF EXPERTISE

Pedestrian and bicycle
corridor design, residential &
commercial development



KEY PERSONNEL



MALEAH BEATTY, ASLA is a graduate from Michigan State University's Landscape Architecture program and recently completed her graduate degree in Environmental Design. Through involvement in both public and private sector projects, her experience ranges from horticulture design to corridor redevelopment.

Since joining the Nederveld team two years ago, Maleah has focused on a wide array of projects including designs of streetscapes, mixed-use development plans, playgrounds, as well as community engagement projects.

She is a published co-author in the Journal of Current Urban Studies and has been a past speaker for the National Signage Research & Education Conference regarding her research in the perception of on-premise commercial signs. As past Vice President of the Michigan State University Student Chapter of the American Society of Landscape Architects, Maleah has been involved with six community and university based charrettes and continues to be a liaison between the university and the ASLA.

CONSULTANT TEAM PERSONNEL

NEDERVELD

PROFESSION

Landscape Architecture

EDUCATION

Master of Arts in
Environmental Design 2016
Michigan State University
East Lansing, MI

Bachelor of Landscape
Architecture 2015
Michigan State University

PROFESSIONAL AFFILIATIONS

American Society of
Landscape Architects

Michigan State University
Student Chapter of the ASLA
Vice President 2015

AREAS OF EXPERTISE

Horticulture, sign law
and perception, corridor
redevelopment

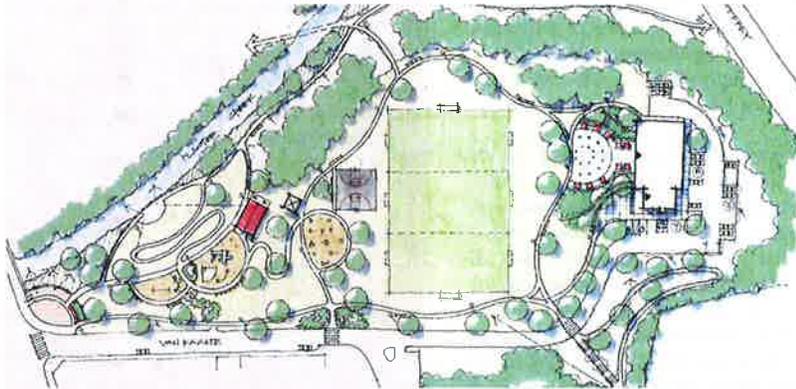


WORK SAMPLES

GRAND RAPIDS PARK IMPLEMENTATION: CHERRY & ROOSEVELT

PROJECT DESCRIPTION:

A neighborhood-driven design process for a series of parks in the City of Grand Rapids. A community outreach program led to the drafting of four parks including two referenced below. Our strategy included a seamless integration of the design and planning for immediate implementation steps, mid-term goals, and long-term considerations for each park.



FEATURES:

- Collaborated with three other firms to craft a forward-looking vision and plan for the farmers market as part of the Brikyat Area Specific Plan.
- Facilitated dialogue and stakeholder input that included public meetings and design workshops with neighbors of the park to inform the plan and build neighborhood consensus.
- Designed a plan that was implemented while meeting the needs of the neighborhood residence and maintaining the historic context of the park.
- Updated the park infrastructure to allow for better accessibility, water feature, and plaza space.

TOTAL PROJECT FIXED FEE

\$60,000 [\$30,000/PARK]

CONTACTS

CHERRY PARK

Rachel Lee

Former Executive Director, East Hills
Neighborhood Association
E: rachelgrmi@gmail.com

ROOSEVELT PARK

Julie Niemchick

Executive Director, Roosevelt Park
Neighborhood Association
E: julesmaire1151260@gmail.com

WORK SAMPLES RENDEZVOUS PARK

PROJECT DESCRIPTION:

A former gravel pit, Rendezvous Park was slated to become four large multimillion dollar home site along the Snake River several miles south of the Jackson Hole Ski Resort. Positioned between private and public lands, two local nonprofit organizations partnered to purchase the property with the intent of reclaiming the land and providing a natural park for the community and visitors to enjoy. Although not legally necessary for a private park, our team made extensive efforts to gather stakeholders, government agencies and the general public to solicit their input in the planning of the park. From these collaborations a sense of ownership grew throughout the community, from which the name Rendezvous Park has been often shortened to "R" Park (Our Park).



FEATURES:

- At his previous job as Senior Landscape Architect with Pierson Land Works LLC in Jackson Wyoming, Jamie Walter led a design team including Jorgenson Engineering, Flitner Strategies, as well as Hood Studios of Oakland California.
- Organized and facilitated outreach program and design charrettes with specific stakeholder groups as well as the general public. Gathering ideas and input through group and individual conversations as well as working schematic design sessions to assist in the illustration of potential alternative solutions.
- Manage communication between property owners, municipal stakeholders, nonprofit advocacy groups and the general public.
- Work together with adjacent public and private property owners to coordinate future collaboration of shared access points and project elements to ensure a more cohesive aesthetic for the park and surround lands.
- Updated the site infrastructure to allow for better accessibility and improved traffic and pedestrian flow.

TOTAL PROJECT FIXED FEE

\$50,000

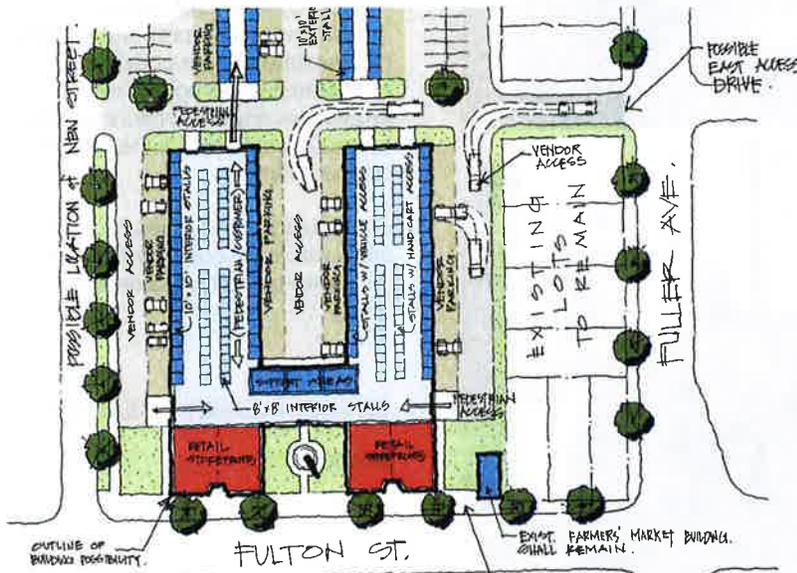
CONTACTS

Hal Hutchinson
Formerly with LOR Foundation
E: info@LOR Foundation
P: 406.404.1834

WORK SAMPLES FULTON STREET FARMERS MARKET REDEVELOPMENT

PROJECT DESCRIPTION:

A community supported master plan for a historic urban farmers market completed as part of the Brikyaat Area Specific Plan. The plans to expand and redevelop the market were created using best practices in urban design and charrettes. The planning initiative led to future economic and community development for the neighborhood.



FEATURES:

- Collaborated with Lott3Metz Architecture to craft a forward-looking vision and plan for the farmers market as part of the Brikyaat Area Specific Plan.

- Facilitated dialogue and stakeholder input that included public meetings and design workshops with neighbors, vendors and customers of the market to inform the plan and build neighborhood consensus.

- Designed a plan that met the needs of the neighborhood and the vendors while maintaining the historic context of the existing market and accentuating the urban fabric of the existing retail street.

- Collaborated with Michigan State University and Project for Public Spaces (PPS) during the process to strategically place the neighborhood and farmers market in a position to promote economic investment.

- Updated the site infrastructure to allow for better accessibility and improved traffic and pedestrian flow.

- Awarded the 2007 Honor Award in Regional and Urban Planning from the Grand Valley Chapter of the American Institute of Architects and the 2007 Blueprint Award from the Grand Valley Metropolitan Council for excellence in neighborhood revitalization and community development.

TOTAL PROJECT FIXED FEE

\$80,000

CONTACT

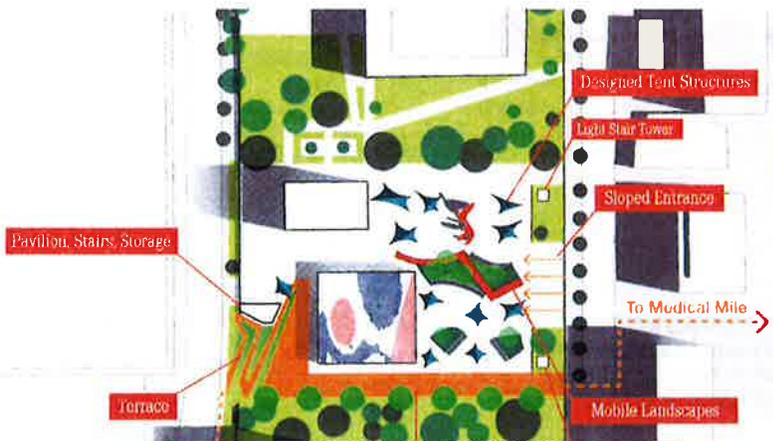
CHRISTINE HELMS-MALETIC
Former President of Midtown
Neighborhood Association
E: cmaletic@sbcglobal.net
P: 616.774.2191

WORK SAMPLES

GR FORWARD: DOWNTOWN & RIVER ACTIVATION PLAN

PROJECT DESCRIPTION:

A comprehensive planning process that will dramatically transition Grand Rapids from being a city of sprawl to a thriving, people-centered urban place by re-focusing on three of the city's strongest assets: the Grand River, Downtown, and the Grand Rapids Public Schools. The collaboratively created Master Plan will envision the many ways in which the City and its citizens can leverage momentum to make progress towards a holistic vision for Downtown, the Grand River corridor, and the public schools.



FEATURES:

- Collaborated (as a sub-consultant) with a multi-disciplined team of planners, landscape architects, economists, architects, urban designers, transportation engineers, and parking experts to create a realistic and implementable vision for the future of Grand Rapids.

- Incorporated broad and inclusive public outreach that included public forums, a speaker's series, over 100 neighborhood meetings, a storefront studio, and virtual outreach to provide stakeholder input and build consensus for the plan.

- Engaged and collaborated with City staff, including planning, parking department, engineering, and traffic safety, along with elected leadership and three distinct steering committees to help inform the plan, establish priorities, and craft implementation strategies.

- Included a centrally located Grand Rapids Public Schools campus and envisioned a new Downtown Museum School as part of the planning process, urban design, and implementation.

TOTAL PROJECT FIXED FEE

OVERALL PROJECT FEE
\$700,000

NEDERVELD FEE
\$60,000

CONTACT

MAYOR ROSALYNN BLISS
E: mayor@grcity.us
P: 616.456.3168

OUTLINE & TIMELINE

PHASE 1: UNDERSTANDING THE CONTENT

REVIEW MATERIALS [SECTION 1.3(1)]
Review of all relevant materials including the existing Grand Haven Charter Township Recreation Plan, Master Plan, NORA reports as well as documents that may affect land development within the park and preserve. This allows our team to fully understand how the site functions in a larger park system framework.

PROJECT KICK-OFF MEETING
Once the groundwork has been conducted to understand the site, an in-person meeting with the steering committee will be held. Here the collaborative process truly begins as Nederveld and the steering committee work hand-in-hand to develop a set of goals for the Community Engagement Event.

PHASE 2: COMMUNITY ENGAGEMENT PROCESS

ENGAGEMENT STRATEGY [SECTION 1.3(1)]
Based on goals outlined in the Project Kick-Off Meeting, Nederveld will craft a strategy that we feel will maximize feedback from the community. Our experience in community engagement serves as a valuable guide to developing materials and activities that will best suit the project.

COMMUNITY ENGAGEMENT EVENT
The team will conduct a public meeting in order to establish a community understanding of the project background purpose, process, roles and opportunities for community involvement; and, use hands-on drawing exercises and other methods to elicit public input on such topics as community values, and future vision.

PHASE 3: DESIGN

DESIGN PROCESS [SECTION 1.3(1)]
Nederveld will synthesize public feedback and refine materials produced during the community engagement event in order to create a plan and cohesive set of graphic deliverables. Once these deliverables are presented to the steering committee, we will revise and graphics based on comments received. We pride ourselves on our collaborative abilities and feel that this feedback loop is imperative to seeking the best solution for a community.



PHASE 4: REPORT

FINAL REPORT
Our team will produce a final report describing findings from the community engagement and how community input has been reflected in the final design. The report will finally be presented to attendees of a meeting of the Township Board, Planning Commission and Park Committee.

BENCHMARK DATES:

APRIL 25th:
Contract awarded.

BY JUNE 4TH:
Project kick-off meeting with steering committee members.

JUNE 14TH:
Community Engagement Event.

BY JUNE 29TH:
Notes from the Community Engagement Event will be organized and provided to the Township.

BY JULY 14TH:
Provide initial draft of the report to the steering committee.

▶ WITHIN 30 DAYS:
Provide the final draft of the report summarizing key findings and graphics from the community engagement event.

T.B.D.:
The final report and graphics are to be presented to a joint meeting of Township Board, Planning Commission, and Parks Committee.

PRICING & TEAM MEMBER CONTRIBUTIONS

The following represents an outline of "not to exceed" professional fees associated with this proposal. Costs include all reimbursable expenses, including travel, lodging, and food. Costs do not include rental fees associated with on-site venues. The client will be responsible for venues and charrette furnishings and equipment.

PHASE 1: UNDERSTANDING THE CONTENT	\$3,000
REVIEW MATERIALS.....	\$1,000
PROJECT KICK-OFF MEETING.....	\$2,000
PHASE 2: COMMUNITY ENGAGEMENT PROCESS	\$10,000
ENGAGEMENT STRATEGY.....	\$2,000
COMMUNITY ENGAGEMENT EVENT.....	\$8,000
PHASE 3: DESIGN	\$8,000
DESIGN PROCESS.....	\$8,000
PHASE 4: REPORT	\$4,000
FINAL REPORT.....	\$4,000
TOTAL PROJECT FEE (NTE)	\$25,000



15%

10%

25%

25%

25%



GRAND HAVEN CHARTER TOWNSHIP | 20 APRIL 2017

**HOFMA PARK & PRESERVE:
COMMUNITY ENGAGEMENT EVENT & PRESENTATION**



GRAND HAVEN CHARTER TOWNSHIP

Community Development Memo

DATE: April 20, 2017
TO: Township Board
FROM: Stacey Fedewa, Community Development Director
RE: Brucker Beach Woods – Sanitary Sewer SAD Contract

BACKGROUND

In late 2016, the Township approved the Brucker Beach Woods Site Condominium application to allow 7 single family dwellings on the west end of Brucker Street.

This project is only able to connect to municipal water. The wastewater will be addressed through private septic systems and drainfields. Certainly, sanitary sewer is better for the environment because it reduces, or eliminates, nonpoint source pollution issues that are created through private systems.

In an effort to ensure this development connects to sanitary sewer if/when it is extended to this area the Township added a condition of approval that the Brucker Beach Woods developer enter into a Public Sanitary Sewer Special Assessment Contract.

PUBLIC SANITARY SEWER SPECIAL ASSESSMENT CONTRACT

As you know, when a Special Assessment District (SAD) is established property owners must provide a “yes” or “no” vote to agree to the additional tax. This Contract will establish a default “yes” vote for all 7 residents within this development.

MOTION

To approve the Contract, the following motion can be offered:

Motion to authorize Supervisor Reenders and Clerk Larsen to execute the Brucker Beach Woods Public Sanitary Sewer Special Assessment Contract.

If you have questions or comments, please contact me at your convenience.



DIRECTOR OF ASSESSING & ACCOUNTING

DATE: April 20, 2017

TO: Township Board

FROM: Denise M. Chalifoux

RE: *Transfer Tool Products, Inc.* Application for Industrial Facilities Exemption Certificate

Transfer Tool Products, Inc. has applied for an IFT exemption of \$2,600,000 for real property and \$1,400,000 for personal property investments. Further, this application **was unanimously recommended for approval** by the Township's Tax Abatement Review Committee on March 22, 2017.

Transfer Tool Products, Inc. develops and manufactures deep drawn metal stampings products from steel stainless steel, brass, aluminum and a variety of other alloys. They produce parts from up to 10" in diameter and in thicknesses ranging from less than 0.010" to greater than 0.1345".

Transfer Tool Products, Inc. has clients around the world. They have been in business since 1985. They currently employ 92 full time, 7-part time and 15 temporary employees, who consist of skilled individuals with expertise in designing and building transfer press tooling, manufacturing metal stampings and maintaining stamping equipment. They project an addition of 8 full-time and 1 part-time employees upon completion of this project.

It should be noted that *Transfer Tool Products, Inc.*'s previous IFT exemptions have expired.

Attached, please find a copy of the following:

- (1) A proposed resolution to grant an Industrial Facilities Exemption Certificate to *Transfer Tool Products, Inc.* pursuant to GHT's policies and procedures;
- (2) The *Transfer Tool Products, Inc.* application for the exemption certificate; which includes an Act 198 Information Summary;

If the Board supports this request for an industrial tax abatement, the following motion can be offered:

Move to adopt the Resolution 17-04-01 approving the *Transfer Tool Products, Inc.* application for a twelve year IFT exemption of \$2,600,000 for real property and entering into an agreement concerning the applicant's representation of it's business investment and employment creation.

If you have any further questions on this issue, please contact me at your convenience.

EXCERPTS OF MINUTES

At a regular meeting of the Township Board of the Charter Township of Grand Haven, Ottawa County, Michigan, held at the Township offices at 13300 168th Avenue, Grand Haven, Michigan, on the 24th day of April, 2017, at 7:00 p.m., local time;

Present: _____
_____;

Absent: _____.

After certain matters of business were completed and a public hearing was held and completed pursuant to the matters hereinafter stated, the following resolution was offered by _____ and supported by _____:

RESOLUTION NO: 17-04-01

WHEREAS, the Charter Township of Grand Haven has established and designated the following lands and premises located at 14444 168th Avenue, Grand Haven, Michigan, situated within the Charter Township of Grand Haven, County of Ottawa and State of Michigan, as an Industrial Development District, as provided for in Act 198 of the Michigan Public Acts of 1974, as amended (sometimes herein "Act 198"), pursuant to action of the Township Board of the Charter Township of Grand Haven by Resolution adopted on September 28, 1992, said lands and premises being situated in the Charter Township of Grand Haven, Ottawa County, Michigan, and being described as follows:

Lands and premises described in **Schedule A** attached hereto and made a part hereof; and

WHEREAS, the Lessee of an industrial facility within said Industrial Development District established by the Charter Township of Grand Haven pursuant to said Act 198 has filed an Application for an Industrial Facilities Exemption Certificate as provided in Section 5(1) of said Act 198, said Application being filed in the manner and form prescribed by the State Tax Commission of the State of Michigan; and

WHEREAS, the Owner of the land within the Industrial Development District is TT Real Estate, LLC, and the Lessee is Transfer Tool Systems, LLC a/k/a Transfer Tool, LLC, and the Application so filed for an Industrial Facilities Exemption Certificate was made by Transfer

Tool Systems, LLC a/k/a Transfer Tool, LLC, a Lessee and operator of such industrial facility which contained a general description of real property improvements to the facility within the Industrial Development District and proposed that the real property improvements to the facility would have a cost, excluding land and inventory, of \$2,600,000.00; and

WHEREAS, upon receipt of said Application from Transfer Tool Systems, LLC a/k/a Transfer Tool, LLC, the Township Clerk for the Charter Township of Grand Haven notified in writing the Assessor of the Charter Township of Grand Haven of the receipt of such Application and the legislative body of each taxing unit which levies ad valorem property taxes in the Charter Township of Grand Haven which would be affected by such Application and certificate, and a public hearing was noticed for and held on April 24, 2017, the Industrial Development District having been established by the Charter Township of Grand Haven on September 28, 1992, pursuant to Act 198; and

WHEREAS, all of the provisions of Section 9 of Act 198 have been complied with, as indicated in the Application so filed, the testimony offered at the hearing and the various matters taken into consideration by the Township Board of the Charter Township of Grand Haven as considered at said hearing; and

WHEREAS, the Standard Industrial Classification Number of the applicant as determined by the United States Government is 331200; and

WHEREAS, the aggregate SEV of real and personal property exempt from ad valorem taxes within the Charter Township of Grand Haven, after granting this certificate will not exceed 5% of an amount equal of the sum of the SEV of the unit, plus the SEV of personal and real property thus exempted; and

WHEREAS, the Township Board of the Charter Township of Grand Haven approves the Application for an Industrial Facilities Exemption Certificate for the new upgrades to the facility in the above-described Industrial Development District as filed by Transfer Tool Systems, LLC a/k/a Transfer Tool, LLC.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the Township Board of the Charter Township of Grand Haven, after considering the Application for an Industrial Facilities Exemption Certificate filed by Transfer Tool Systems, LLC a/k/a Transfer Tool, LLC, with respect to the following described Industrial Development District situated in the Charter Township of Grand Haven, Ottawa County, Michigan, as established by the Charter Township of Grand Haven, hereby approves the Application for an Industrial Facilities Exemption Certificate as it applies to the new upgrades to the facility within such lands, viz:

Lands and premises described in **Schedule A** attached hereto and made a part hereof.

2. That the Township Board of the Charter Township of Grand Haven hereby determines that all of the provisions of Section 9 of Act 198 have been complied with by the applicant as disclosed by its Application and the testimony offered at the hearing held by the Charter Township of Grand Haven on April 24, 2017, including that of the representatives of the applicant, the Township Assessor for the Charter Township of Grand Haven, and the representatives of the affected taxing units levying ad valorem taxes in the Charter Township of Grand Haven and previously notified of the hearing.

3. That the Township Board of the Charter Township of Grand Haven, after considering the facts set forth in the Application of the said applicant, and the facts concerning the aggregate amount of Industrial Facilities Exemption Certificates previously granted and in force, determines that the granting of the Industrial Facilities Exemption Certificate to Transfer Tool Systems, LLC a/k/a Transfer Tool, LLC, as requested in its Application for benefits in the aggregate amount of \$2,600,000.00, as represented by its Application for twelve (12) years of benefits for real property improvements, shall not have the effect of substantially impeding the operation of the Charter Township of Grand Haven or impairing the financial soundness of any affected taxing unit which levies an ad valorem property tax in the Charter Township of Grand Haven;

4. That the commencement of the upgrades to said the facility occurred not earlier than the creation of the District on September 28, 1992, and the commencement of construction of the real estate improvements had not begun earlier than six (6) months before February 6, 2017, the date of filing of the Application for the Industrial Facilities Exemption Certificate with the Township.

5. That the Application relates to the construction of a new facility within an Industrial Development District, which upon completion is likely to create and/or retain employment in the Charter Township of Grand Haven. The completion of the upgrades to the facility shall not have the effect of mere transfer of employment within the State of Michigan.

6. That the benefits available pursuant to Act 198, shall be available commencing with its effective date as provided by the State Tax Commission, and ending on December 31 next following twelve (12) years after the completion of the project unless revoked sooner for cause as provided in Section 15 of Act 198. The Township intends that such tax abatement include the time to completion, and twelve (12) years after completion.

7. That the applicant and Township Board enter into an agreement (the "Agreement") concerning the applicant's representation of business investment, employment creation and locating of its industrial facility in the unit of government and that the Township Board authorizes the Township Superintendent to execute such Agreement, which has been presented to the applicant and approved by the parties.

8. That the Township Clerk of the Charter Township of Grand Haven is hereby directed to forward the Application of Transfer Tool Systems, LLC a/k/a Transfer Tool, LLC together with a true copy of this Resolution approving such Application to the State Tax Commission of the State of Michigan for action by it pursuant to Act 198.

Ayes: _____
;

Nays: _____.

RESOLUTION DECLARED APPROVED ____; DISAPPROVED ____.

Dated this 24th day of April, 2017.

Laurie Larsen
Grand Haven Charter Township Clerk

CERTIFICATE

STATE OF MICHIGAN)
) ss.
COUNTY OF OTTAWA)

I, the undersigned, the duly acting and qualified Township Clerk of the Charter Township of Grand Haven, Ottawa County, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Township Board at a regular meeting thereof held on the 24th day of April, 2017, the original of which is on file in my office.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 24th day of April, 2017.

Laurie Larsen, Clerk

SCHEDULE A

LEGAL DESCRIPTION

The following described premises situated in the Township of Grand Haven, County of Ottawa, and State of Michigan:

PART OF SW 1/4 COM SW SEC COR, TH N 0D 11M 52S E 670.25 FT, S 88D 52M 15S E 661.25 FT, S 0D 18M 25S W 669.28 FT, TH N 88D 57M 11S W 659.96 FT TO BEG. SEC 34 T8N R16W.

Tax Parcel No. 70-03-34-300-012; more commonly known as 14444 168th Avenue, Grand Haven, Michigan 49417.

SUPERINTENDENT'S MEMO

DATE: April 20, 2017
TO: Township Board
FROM: Cargo and Sandoval
SUBJECT: April Budget Amendments

Attached, please find the proposed final budget amendments for the 2017 Fiscal Year and the resolution necessary to adopt the changes.

In brief, the changes mainly reflect decisions that the Board previously implemented. Specifically, the following amendments are proposed:

- 1) The General Fund revenues are increased↑ by **\$15,500** – the majority of the increase is related to reimbursements that the Township has received. *(It is still too early in the Fiscal year to project trends that may cause an increase to revenues from fees.)*

Further, expenditures are increased↑ by **\$197,100**, which reflects a variety of Board decisions. The significant changes for expenditures include the following:

- a. Legislative expenditures are increased↑ by \$27,00 to reflect the Board decision to contribute to the City of Grand Haven cat walk restoration project and to utilize the Disney Way program;
- b. Administrative expenditures are increased↑ by \$19,890 to reflect the Board decision to hire a part-time HR Supervisor;
- c. Assessing expenditures are increased↑ by \$31,850 mostly due to the Board decision to change the part-time Assessing Assistant to a full-time status;
- d. Elections expenditures are increased↑ by \$1,000 because of higher than anticipated office supplies and postage associated with the upcoming May elections;
- e. Building and Grounds expenditures are increased↑ by \$3,600 mostly related to the replacement of the document shredder that failed;
- f. Community Development expenditures are increased↑ by \$27,600 mostly related to the replacement of a vehicle totaled in an accident – a portion of this expenditure was offset by insurance; and,
- g. Appropriate Transfers Out are increased↑ by \$86,160 mostly related to street paving

estimates for 2017.

The undesignated fund balance of the General Fund is expected to be **\$2.17 million** at the end of the current fiscal year. This is considered a very robust and healthy fund balance and will be the topic of a special Board meeting on April 27th.

- 2) The Municipal Street Fund revenues are increased↑ by **\$60,000** and expenditures are increased↑ by **\$89,660**, which mainly reflect the street paving estimates for 2017.

The undesignated fund balance of the Municipal Street Fund will be an estimated **\$1,092**.

- 3) The Fire/Rescue Fund revenues are increased↑ by **\$5,600** to reflect an insurance reimbursement and expenditures are increased↑ by **\$17,630** to reflect repairs to a vehicle, the Board decision to replace two elliptical machines and higher IT Service costs. 2017 is expected to establish a new record for emergency responses.

The undesignated fund balance of the Fire/Rescue Fund will be an estimated **\$427,744**. This fund balance exceeds↑ the projections provided to the public during the passage of the Fire/Rescue millage in 2014.

- 4) The newly created Pathway Debt Service Fund revenues and expenditures are established at \$78,550 to reflect bond payments.
- 5) The recently created Pathway Fund revenues are increased↑ by **\$49,350** while expenditures are decreased↓ by **\$181,345**, to reflect the actual monies received through the recent Pathway bond sale and the transfer of interest costs to the newly create Pathway Debt Service Fund.

The undesignated fund balance of the Pathway Fund is expected to be about **\$4.05 million** at the end of the current fiscal year. These monies will be used in 2018 and 2019 for pathway expansion projects.

- 6) The Sewer Fund expenditures are increased↑ by **\$1,140** due to the higher IT Service costs.

The unassigned cash reserves of the Sewer Fund is expected to be about **\$1.55 million** at the end of the current fiscal year. This is considered strong.

- 7) The Water Fund expenditures are increased↑ by **\$18,670** mainly due to repair costs associated with the West Meter Station and higher IT Service costs.

The unassigned fund balance of the Water Fund is expected to be about **\$1.88 million** at the end of the current fiscal year. This is considered strong.

If the Board supports the proposed budget amendments, the following motion may be offered:

Move to adopt Resolution 17-04-02 that adopts the April budget amendments for fiscal year 2017.

If you have any questions or comments, please contact either Cargo or Sandoval at your convenience.

RESOLUTION NO. 17-04-02

WHEREAS, Grand Haven Charter Township has formally adopted the 2017 fiscal year budget;

WHEREAS, the Grand Haven Charter Township Board of Trustees have determined that the proposed attached amendments to this budget are necessary to comply with the requirements of the State of Michigan and to respond to changes that have occurred since the budget was adopted in November of 2016;

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Grand Haven Charter Township determines:

SECTION 1:

This resolution shall be known as the Grand Haven Charter Township 2017 April Budget Amendments.

SECTION 2:

The list of attached amendments to the 2017 fiscal year budget are found to be acceptable and are adopted by the Board.

SECTION 3:

Motion made by _____ and seconded by _____ to adopt the foregoing resolution upon the following roll call vote:

AYES:

NAYS:

ABSENT AND NOT VOTING:

RESOLUTION DECLARED: ADOPTED.

The **motion** carried and the resolution was duly adopted on April 24, 2017.

Laurie Larsen, Township Clerk
Dated: April 24, 2017

**GRAND HAVEN CHARTER TOWNSHIP
BUDGET AMENDMENTS & LINE ITEM TRANSFERS
RETIREE HEALTH CARE TRUST FUND
April 24, 2017**

	From	To	+ or (-)
Retiree Health Care Revenues (No Changes)			
TOTAL FUND REVENUE	29,870	29,870	0
Dept. Group 000 - Retiree Health Care Department (No changes)			
TOTAL EXPENDITURES	21,510	21,510	0
OPEB FUND BALANCE:			
Fund Balance (Pre-audit 2016)			0
2017 Revenue			29,870
Total revenue budget amendments			0
2017 Amended Revenue			29,870
2017 Expenditures			21,510
Total expense budget amendments			0
2017 Amended Expenditures			21,510
Net Budget Amendments			0
Projected Unassigned Fund Balance - 12/31/17			8,360



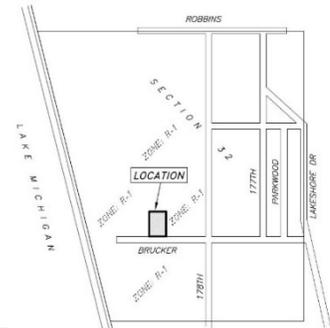
Community Development Memo

DATE: April 20, 2017
TO: Township Board
FROM: Stacey Fedewa, Community Development Director
RE: Revised Site Condo Application – Brucker Beach Woods

BACKGROUND

In November 2016, the Township approved the Brucker Beach Woods site condominium application to develop 7 single family lots with a public road.

This development included bio-swales (*stormwater disposal through infiltration*) outside the road right-of-way and a valley gutter system.



PROPOSED AMENDMENTS

The Zoning Ordinance requires any Site Condominium amendments to move through the same process as the original (*see right text box*).

The developer is proposing to convert the road to private instead of public. Doing so, will reduce the number of trees being removed for the following reasons:

1. Bio-swales can now be located inside the right-of-way instead of outside, which will also provide more front yard for the property owners.
2. Private roads do not have to be as wide as public roads.
 - a. Public road = 30 feet in width
 - b. Private road = 20 feet in width
3. Private roads can exclude the requirements for curb and gutter (*see Section 4.3.G of the Private Road Ordinance*), and the OCWRC has confirmed this site

SECTION 18.10

Any proposed changes to an approved final site condominium project plan shall be reviewed by the Planning Commission and reviews and approved by the Township Board as provided by this Chapter for the original review and approval of preliminary and final plans.

does not need valley gutters. Therefore, they were removed, which reduces the overall impervious surface, and allows the bio-swales to function more naturally.

For your information, the developer has also changed the street name from Garbrecht Court to Brucker Woods Court. This change was approved by the OCRC and Fire/Rescue, and does not require approval from the Planning Commission.

Lastly, the Township can only consider the proposed amendments to the site condominium plan. The original approved plan continues to remain valid regardless of the outcome for the proposed amendments.

On April 17th the Planning Commission adopted a motion recommending the Board conditionally approve the revised application.

SAMPLE MOTIONS

If the Township Board finds the revised Brucker Beach Woods Site Condominium application meets the applicable standards, the following motion can be offered:

Motion to approve with conditions the revised Brucker Beach Woods Site Condominium development. This is based on the application meeting the requirements and standards set forth by the Grand Haven Charter Township Zoning Ordinance, Master Plan, and Private Roads and Driveways Ordinance. This action is based upon the findings and other information included in the Township Board report. Approval is subject to the following conditions:

1. Shall comply with the same conditions found in the 11/28/2016 Township Board meeting minutes.
2. 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 receiving a final occupancy permit.
3. The developer shall provide the Township with a copy of the Declaration of Joint Maintenance and Easement for the private road, which shall be approved by the Township Attorney before being recorded with the Ottawa County Register of Deeds. This shall be completed before a final occupancy permit is issued.

If the Township Board finds the Brucker Beach Woods Site Condominium application does not meet the applicable standards, the following motion can be offered:

Motion to deny the Brucker Beach Woods Site Condominium development, and direct staff to draft a formal motion and report with those discussion points which

will be reflected in the meeting minutes. This will be reviewed and considered for adoption at the next meeting.

If the Township Board finds the applicant must make revisions to the Site Condominium application, the following motion can be offered:

Motion to table the Brucker Beach Woods Site Condominium application, and direct the applicant to make the following revisions:

1. *List the revisions.*

Please contact me if this raises questions.

REPORT (TO BE USED WITH A MOTION FOR APPROVAL)

1. This approval is based on the affirmative findings that each of the following standards has been fulfilled:
 - A. The proposed use is consistent with, and promotes the intent and purpose of this Ordinance.
 - B. The proposed use is of such location, size, density, and character as to be compatible with adjacent uses of land and the orderly development of the district in which situated and of adjacent districts.
 - C. The proposed use does not have a substantially detrimental effect upon, nor substantially impair the value of, neighborhood property.
 - D. The proposed use is reasonably compatible with the natural environment of the subject premises and adjacent premises.
 - E. The proposed use does not unduly interfere with provision of adequate light or air, nor overcrowd land or cause a severe concentration of population.
 - F. The proposed use does not interfere or unduly burden water supply facilities, sewage collection and disposal systems, park and recreational facilities, and other public services.
 - G. The proposed use is such that traffic to, from, and on the premises and the assembly of persons relation to such use will not be hazardous, or inconvenient to the neighborhood, nor unduly conflict with the normal traffic of the neighborhood, considering, among other things: safe and convenient routes for pedestrian traffic, particularly of children, the relationship of the proposed use to main thoroughfares and to streets and intersections, and the general character and intensity of the existing and potential development of the neighborhood.

- H. The proposed use is consistent with the health, safety, and welfare of the Township.
2. The application meets the site plan review standards of Section 23.06 of the Zoning Ordinance. Specifically, the Township 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.
 - B. 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.
 - C. 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.
 - D. 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.
 - E. 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 Township 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.
 - F. 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.
 - G. 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.
 - H. All buildings and groups of buildings are arranged so as to permit necessary emergency vehicle access as requested by the fire department.
 - I. All streets and driveways are developed in accordance with the Ottawa County Road Commission specifications, as appropriate.
 - J. 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.
 - K. 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.

- 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 site plans conform 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.
3. The application meets the site condominium project review standards of Section 18.03 of the Zoning Ordinance. Specifically, the Township Board finds as follows:
- A. The project plan provides adequate common elements and maintenance provisions, use and occupancy restrictions, utility systems and streets, and project layouts and design.
 - B. The project plan complies with the Condominium Act, other applicable laws, ordinances, and regulations.
 - C. The building site for each site condominium unit complies with all applicable provisions of the ordinance including minimum lot area, minimum lot width, required front, side, and rear yards, and maximum building height.
 - D. The project plans public street will be paved and developed to the minimum design, construction, inspection, approval, and maintenance requirements for platted public streets as required by the Ottawa County Road Commission.
 - E. The project will provide public water facilities to the site condominium units, and is in accordance with Township standards.
 - F. The project provides for private septic system and drain field located within the condominium unit's building site, and have been approved by the Ottawa County Department of Health.
 - G. The project will provide the required street light fixture within the cul-de-sac.

Clear Form

Print



GRAND HAVEN CHARTER TOWNSHIP

SITE CONDOMINIUM PROJECT APPLICATION

Application Type	Fee	Escrow*	Sewer Escrow**
Site Condominium	\$250	\$500	Main Extension \$5,000
	\$200		Lift Station \$2,000

Fee reduced ~~SKF~~

Applicant Information

Name Brucker Beach Woods, LLC

Phone (616) 638-2986 Fax _____

Address 13786 Lake Sedge Drive

Email Address Steve.Davis1011@gmail.com

Owner Information (If different from applicant)

Name Same

Phone _____ Fax _____

Address _____

Property Information

Address/Location Vacant Land - Southeast 1/4, Section 32, Town 8 North, Range 16 West

Parcel Number 70 - 03 - 32 - 400 - 004 Size (acres) 6.29

Current Zoning R-1 Master-Planned Zoning R-1

Adjacent Zoning North: R-1 South: R-1 East: R-1 West: R-1

Other Information

Number of Proposed Lots? 7

Present Use of the Subject Property? Vacant

Number & Type of Existing Structures? 0

Subject Property Located on a Paved Road? Yes

Municipal Water within 2,700 Feet of Subject Property? Yes

Municipal Sewer within 2,700 Feet of Subject Property? No

Description of Proposed Use/Request (attach additional pages as needed)

Single-family residential development

NOTE: The architect, engineer, planner, or designer shall be responsible for utilizing the Township Ordinance Books and following all applicable requirements, including those of Chapter 18 and 23 of the Zoning Ordinance, as well as Section 66 of the Condominium Act. Initially, submit five copies of the required information for staff review. Once staff has granted tentative approval, additional copies will be required as requested by staff.

I hereby attest the information on this application is, to the best of my knowledge, true and accurate.

Signature of applicant

Date

7.23.17

* To cover cost of legal and consulting fees, may be increased as necessary

** If approval of this application requires/includes the extension of a municipal sanitary sewer main, an additional \$5,000.00 escrow fee shall be required, and an additional \$2,000.00 escrow fee shall be required for the installation of a lift station.

For Office Use Only

Date Received _____

Fee Paid? _____

Materials Received: Site Plans _____

Location Map _____

Survey _____

Legal Description _____

Narrative _____

Landscape Plan _____

Master Deed _____

Condo Bylaws _____

Dated copy of approved minutes sent to applicant? _____

Date Sent _____

PLANNING COMMISSION USE ONLY

Approval _____

Tabled _____

Denied _____

Conditional Approval _____

The following conditions shall be met for approval:

Signature of Planning Commission Chair

Date

BRUCKER BEACH WOODS – SITE CONDOMINIUMS – NARRATIVE OF AMENDMENTS

Project Narrative:

The revised site plan for Brucker Beach Woods has taken the bio-swales from outside the ROW to the inside of the ROW. As a public road this was not an option. Going private allows for this to occur. This is the only change to the plan. OCRC and Water Resources have reviewed plan to ensure that it meets all their requirements. This will allow a better development as more trees can be saved thus creating to more private feel/character which is more consistent with the neighborhood.

Exhibit B changes:

Sheet 1: Cover sheet – no changes other than date and road name

Sheet 2: Survey Plan – change the word public to private on road.

- change date
- change road name to Brucker Woods Court

Sheet 3: Site Plan & Cross Section – change the word public to private (on road and in notes)

- change date
- change road name to Brucker Woods Court

Sheet 4: Utility Plan – change the word public to private (on road and in notes)

- change date
- change road name to Brucker Woods Court

Master Deed:

1. The word “public” to be replaced with the word “private” on all page that it appears.
2. Section 4.1 add (J) Private Road: Brucker Woods Court shall be a private road. Any and all Real Estate within the boundaries starting at the center line of the road to the most lateral points of the road ROW shall be considered a common element. Developer has/will be entering into road maintenance agreement with the Township of Grand Haven.

NOTE: all easements related to road are covered in Section 8: Easements.

Bylaws:

1. Master Deed - Schedule B: Revised site Plan
2. Master Deed – Schedule B: Revised Exhibit B

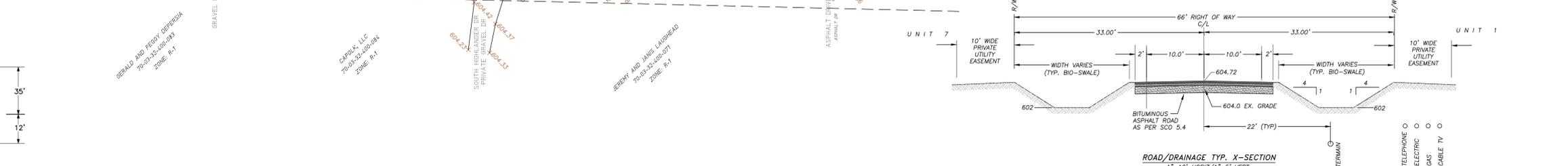
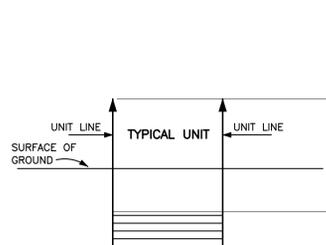
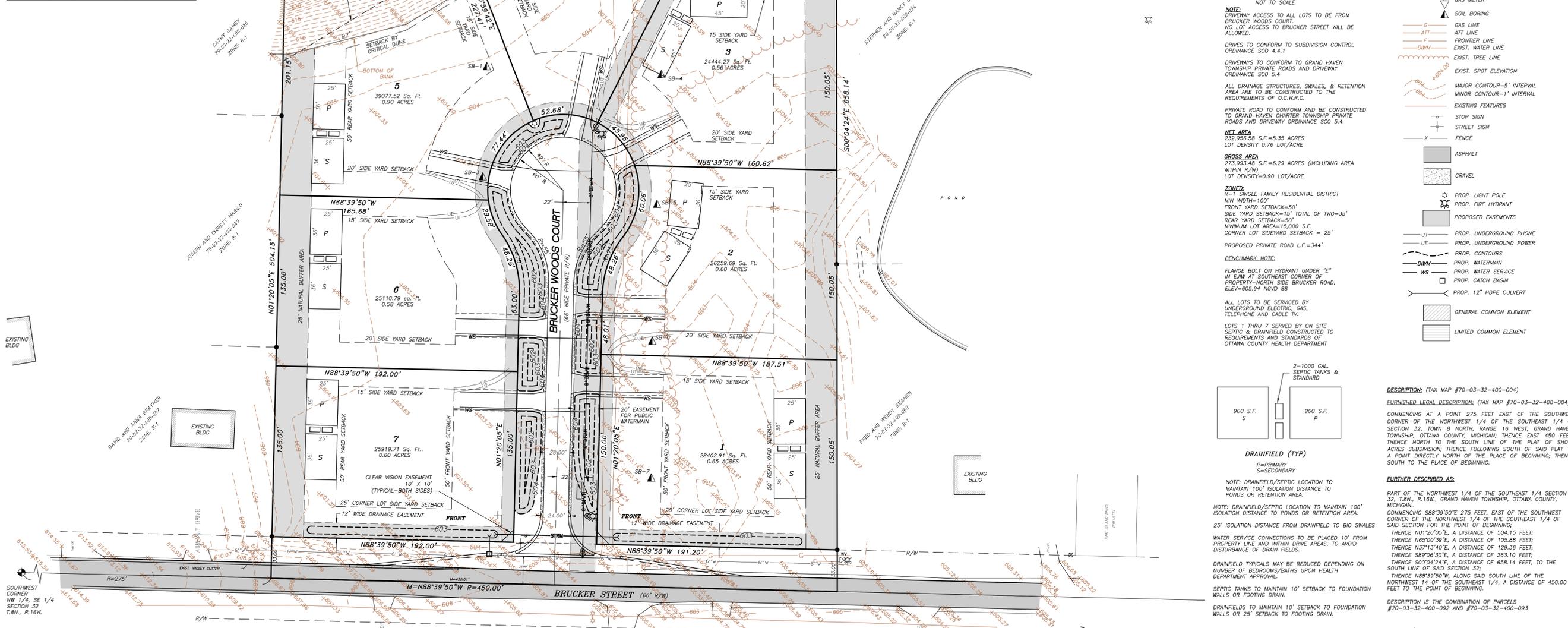
NOTE: Repair and maintenance of road covered in Section 4.4 of Bylaws

BRUCKER BEACH WOODS

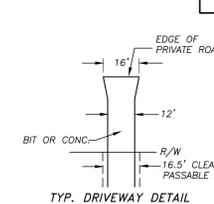
SOIL BORING LOG

Brucker Street Development
Grand Haven Township, Michigan

SB-1	08/11/2016
0' - 0.5'	Topsoil, medium to fine-grained sand
0.5' - 1.7'	Fine-grained sand, light gray
1.7' - 3.0'	Fine-grained sand, brown
3.0' - 7.7'	Fine-grained sand, light tan
7.7'	Moist
Mottling observed at 2.7' (32")	
SB-2	08/11/2016
0' - 0.5'	Topsoil, medium to fine-grained sand
0.5' - 1.1'	Fine-grained sand, brown
1.1' - 7.5'	Fine-grained sand, light tan
7.5'	Moist
Mottling observed at 3.1' (37")	
SB-3	08/19/2016
0' - 0.5'	Topsoil, medium to fine-grained sand
0.5' - 1.5'	Fine-grained sand, light brown
1.5' - 2.0'	Fine-grained sand, brown
2.0' - 7.0'	Fine-grained sand, light tan
7.0'	Moist
Mottling observed at 2.7' (32")	
SB-4	08/19/2016
0' - 0.5'	Topsoil, medium to fine-grained sand
0.5' - 2.0'	Fine-grained sand, tan
2.0' - 7.0'	Fine-grained sand, light tan
7.0'	Moist
Mottling observed at 2.7' (32")	
SB-5	08/19/2016
0' - 0.5'	Topsoil, medium to fine-grained sand
0.5' - 1.5'	Fine-grained sand, tan
1.5' - 7.0'	Fine-grained sand, light tan
7.0'	Moist
Mottling observed at 2.7' (32")	
SB-6	08/19/2016
0' - 0.5'	Topsoil, medium to fine-grained sand
0.5' - 1.5'	Fine-grained sand, tan
1.5' - 7.0'	Fine-grained sand, light tan
7.0'	Moist
Mottling observed at 2.7' (32")	
SB-7	08/19/2016
0' - 0.5'	Topsoil, medium to fine-grained sand
0.5' - 1.5'	Fine-grained sand, tan
1.5' - 6.0'	Fine-grained sand, light tan
6.0'	Moist
Mottling observed at 2.7' (32")	



DEVELOPER:
BRUCKER BEACH WOODS, LLC
CONTACT: STEVE DAVIS
13788 LAKE SEDGE DRIVE
GRAND HAVEN, MI 49417
PH: (616) 638-2986



NOTE: DRIVEWAY ACCESS TO ALL LOTS TO BE FROM BRUCKER WOODS COURT. NO LOT ACCESS TO BRUCKER STREET WILL BE ALLOWED.

DRIVES TO CONFORM TO SUBDIVISION CONTROL ORDINANCE SCO 4.4.1.

DRIVEWAYS TO CONFORM TO GRAND HAVEN TOWNSHIP PRIVATE ROADS AND DRIVEWAY ORDINANCE SCO 5.4.

DRIVEWAYS TO CONFORM TO GRAND HAVEN TOWNSHIP PRIVATE ROADS AND DRIVEWAY ORDINANCE SCO 5.4.

ALL DRAINAGE STRUCTURES, SWALES, & RETENTION AREA ARE TO BE CONSTRUCTED TO THE REQUIREMENTS OF O.C.W.R.C.

PRIVATE ROAD TO CONFORM AND BE CONSTRUCTED TO GRAND HAVEN CHARTER TOWNSHIP PRIVATE ROADS AND DRIVEWAY ORDINANCE SCO 5.4.

NET AREA
232,906.58 S.F.=5.35 ACRES
LOT DENSITY=0.76 LOT/ACRE

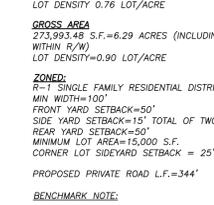
GROSS AREA
273,993.48 S.F.=6.29 ACRES (INCLUDING AREA WITHIN R/W)
LOT DENSITY=0.90 LOT/ACRE

ZONING:
R-1 SINGLE FAMILY RESIDENTIAL DISTRICT
MIN WIDTH=100'
FRONT YARD SETBACK=50'
SIDE YARD SETBACK=15' TOTAL OF TWO=35'
REAR YARD SETBACK=50'
MINIMUM LOT AREA=15,000 S.F.
CORNER LOT SIDEYARD SETBACK = 25'
PROPOSED PRIVATE ROAD L.F.=344'

BENCHMARK NOTE:
FLANGE BOLT ON HYDRANT UNDER "E" IN E/W AT SOUTHEAST CORNER OF PROPERTY-NORTH SIDE BRUCKER ROAD. ELEV=605.94 NGVD 88

ALL LOTS TO BE SERVICED BY UNDERGROUND ELECTRIC, GAS, TELEPHONE AND CABLE TV.

LOTS 1 THRU 7 SERVED BY ON SITE SEPTIC & DRAINFIELD CONSTRUCTED TO REQUIREMENTS AND STANDARDS OF OTTAWA COUNTY HEALTH DEPARTMENT



NOTE: DRAINFIELD/SEPTIC LOCATION TO MAINTAIN 100' ISOLATION DISTANCE TO PONDS OR RETENTION AREA.

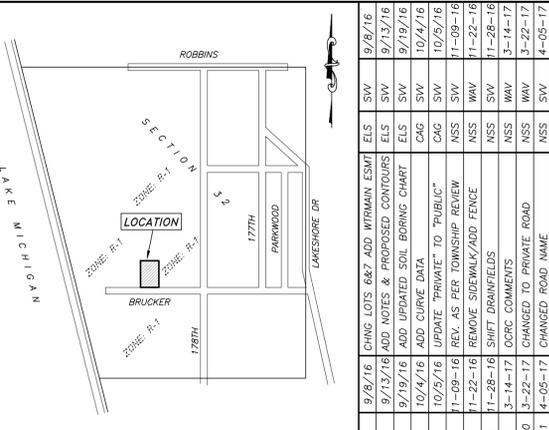
25' ISOLATION DISTANCE TO BIO SWALES

WATER SERVICE CONNECTIONS TO BE PLACED 10' FROM PROPERTY LINE AND WITHIN DRIVE AREAS, TO AVOID DISTURBANCE OF DRAIN FIELDS.

DRAINFIELD TYPICALS MAY BE REDUCED DEPENDING ON NUMBER OF BEDROOMS/BATHS UPON HEALTH DEPARTMENT APPROVAL.

SEPTIC TANKS TO MAINTAIN 10' SETBACK TO FOUNDATION WALLS OR FOOTING DRAIN.

DRAINFIELDS TO MAINTAIN 10' SETBACK TO FOUNDATION WALLS OR 25' SETBACK TO FOOTING DRAIN.



LEGEND

- FOUND IRON
- POWER POLE
- TELEPHONE RISER
- EXIST. FIRE HYDRANT
- WATER VALVE
- GAS METER
- SOIL BORING
- GAS LINE
- ATT. LINE
- FRONTIER LINE
- EXIST. WATER LINE
- EXIST. TREE LINE
- EXIST. SPOT ELEVATION
- MAJOR CONTOUR-5' INTERVAL
- MINOR CONTOUR-1' INTERVAL
- EXISTING FEATURES
- STOP SIGN
- STREET SIGN
- FENCE
- ASPHALT
- GRAVEL
- PROP. LIGHT POLE
- PROP. FIRE HYDRANT
- PROPOSED EASEMENTS
- PROP. UNDERGROUND PHONE
- PROP. UNDERGROUND POWER
- PROP. CONTOURS
- PROP. WATERMAIN
- PROP. WATER SERVICE
- PROP. CATCH BASIN
- PROP. 12" HDPE CULVERT
- GENERAL COMMON ELEMENT
- LIMITED COMMON ELEMENT

DATE: 8-05-16

DRAWN BY: NSS

CHECKED BY: NSS

DESIGNED BY: NSS

NO. DATE DESCRIPTION

NO.	DATE	DESCRIPTION
1	9/28/16	CHANG LOTS 6&7 ADD WATERMAIN
2	9/13/16	ADD NOTES & PROPOSED CONTOURS
3	9/19/16	ADD UPDATED SOIL BORING CHART
4	10/24/16	ADD CURVE DATA
5	10/25/16	UPDATE PRIVATE TO "PUBLIC"
6	11-09-16	REV. AS PER TOWNSHIP REVIEW
7	11-22-16	REMOVE SIDEWALK/ADD FENCE
8	11-28-16	SHIFT DRAINFIELDS
9	3-14-17	QC/C COMMENTS
10	3-22-17	CHANGED TO PRIVATE ROAD
11	4-05-17	CHANGED ROAD NAME

DESCRIPTION: (TAX MAP #70-03-32-400-004)

FURNISHED LEGAL DESCRIPTION: (TAX MAP #70-03-32-400-004)

COMMENCING AT A POINT 275 FEET EAST OF THE SOUTHWEST CORNER OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 32, T8N, R16W, GRAND HAVEN TOWNSHIP, OTTAWA COUNTY, MICHIGAN;

COMMENCING 388°39'50"E 275 FEET, EAST OF THE SOUTHWEST CORNER OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION FOR THE POINT OF BEGINNING;

THENCE N01°20'05"E, A DISTANCE OF 504.15 FEET;

THENCE N65°00'39"E, A DISTANCE OF 105.88 FEET;

THENCE N37°13'40"E, A DISTANCE OF 129.36 FEET;

THENCE S88°39'50"E, A DISTANCE OF 263.10 FEET;

THENCE S00°04'24"E, A DISTANCE OF 658.14 FEET; TO THE SOUTH LINE OF SAID SECTION 32;

THENCE N88°39'50"W, ALONG SAID SOUTH LINE OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4, A DISTANCE OF 450.00 FEET TO THE POINT OF BEGINNING.

FURTHER DESCRIBED AS:

PART OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 32, T8N, R16W, GRAND HAVEN TOWNSHIP, OTTAWA COUNTY, MICHIGAN;

COMMENCING 388°39'50"E 275 FEET, EAST OF THE SOUTHWEST CORNER OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION FOR THE POINT OF BEGINNING;

THENCE N01°20'05"E, A DISTANCE OF 504.15 FEET;

THENCE N65°00'39"E, A DISTANCE OF 105.88 FEET;

THENCE N37°13'40"E, A DISTANCE OF 129.36 FEET;

THENCE S88°39'50"E, A DISTANCE OF 263.10 FEET;

THENCE S00°04'24"E, A DISTANCE OF 658.14 FEET; TO THE SOUTH LINE OF SAID SECTION 32;

THENCE N88°39'50"W, ALONG SAID SOUTH LINE OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4, A DISTANCE OF 450.00 FEET TO THE POINT OF BEGINNING.

DESCRIPTION IS THE COMBINATION OF PARCELS #70-03-32-400-092 AND #70-03-32-400-093

PROJECT NAME: "BRUCKER BEACH WOODS" PRELIMINARY SITE CONDOMINIUM SITE PLAN

PROJECT NO.: 04230-0001

SHEET: 1 OF 1

2534 Black Creek Road
Muskegon, MI 49444
Ph: (231) 777-3447
Fax: (231) 773-3453
Service@WestshoreConsulting.com

WESTSHORE CONSULTING
Engineers • Scientists • Surveyors • Planners

SITE PLAN

PROJECT: 04230-0001

SHEET: 1 OF 1

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OTTAWA COUNTY CONDOMINIUM SUBDIVISION PLAN NO.
EXHIBIT "B" TO THE MASTER DEED OF:

BRUCKER BEACH WOODS

FIRST AMENDMENT

BEING PART OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4,
SECTION 32, TOWN 8 NORTH, RANGE 16 WEST, TOWNSHIP OF
GRAND HAVEN, COUNTY OF OTTAWA, STATE OF MICHIGAN

DEVELOPER:
BRUCKER BEACH WOODS, LLC
13786 LAKE SEDGE DRIVE
GRAND HAVEN, MI 49417
CONTACT: STEVE DAVIS
PHONE: (616) 638-2986

ENGINEER:
WESTSHORE CONSULTING
2534 BLACK CREEK ROAD
MUSKEGON, MI. 49444-2674

CONDOMINIUM SUBDIVISION PLANS SHALL BE
NUMBERED CONSECUTIVELY WHEN RECORDED BY
THE REGISTER OF DEEDS AND SHALL BE
DESIGNATED _____ COUNTY
SUBDIVISION PLAN NUMBER _____.

DESCRIPTION:

DESCRIPTION: (TAX MAP #70-03-32-400-004)

FURNISHED LEGAL DESCRIPTION: (TAX MAP #70-03-32-400-004)

COMMENCING AT A POINT 275 FEET EAST OF THE SOUTHWEST CORNER
OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 32,
TOWN 8 NORTH, RANGE 16 WEST, GRAND HAVEN TOWNSHIP, OTTAWA
COUNTY, MICHIGAN; THENCE EAST 450 FEET; THENCE NORTH TO THE
SOUTH LINE OF THE PLAT OF SHORE ACRES SUBDIVISION; THENCE
FOLLOWING SOUTH OF SAID PLAT TO A POINT DIRECTLY NORTH OF THE
PLACE OF BEGINNING; THENCE SOUTH TO THE PLACE OF BEGINNING.

FURTHER DESCRIBED AS:

PART OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 SECTION 32,
T.8N., R.16W., GRAND HAVEN TOWNSHIP, OTTAWA COUNTY, MICHIGAN..
COMMENCING S88°39'50"E 275 FEET, EAST OF THE SOUTHWEST CORNER
OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SAID SECTION
FOR THE POINT OF BEGINNING; (SAID POINT OF BEGINNING LOCATED
S00°06'30"E 1337.40 FEET AND N88°39'45"W 2377.58 FEET FROM THE
EAST 1/4 CORNER.)

THENCE N01°20'05"E, A DISTANCE OF 504.15 FEET;
THENCE N65°00'39"E, A DISTANCE OF 105.88 FEET;
THENCE N37°13'40"E, A DISTANCE OF 129.36 FEET;
THENCE S89°06'30"E, A DISTANCE OF 263.10 FEET;
THENCE S00°04'24"E, A DISTANCE OF 658.14 FEET, TO THE SOUTH
LINE OF SAID SECTION 32;
THENCE N88°39'50"W, ALONG SAID SOUTH LINE OF THE NORTHWEST
14 OF THE SOUTHEAST 1/4, A DISTANCE OF 450.00 FEET TO THE
POINT OF BEGINNING.

PARCEL CONTAINS 6.29 ACRES, MORE OR LESS.

DESCRIPTION IS THE COMBINATION OF PARCELS #70-03-32-400-092
AND #70-03-32-400-093

SHEET INDEX

1	COVER SHEET
2	SURVEY PLAN
3	SITE PLAN & CROSS SECTION
4	UTILITY PLAN

DRAWN BY: ELS	DATE: 10/10/16	NO.:	DATE:	NO.:	DATE:
CHECKED BY: SVV	10/10/16	1	10/10/16	1	10/10/16
DESIGNED BY: MDM/GPB	10/10/16	2	11-14-16	2	11-14-16
DWG NAME: SURVEY	10/10/16	3	3-23-17	3	3-23-17
DESIGNED BY:	MDM/GPB	4	4-06-17	4	4-06-17
DESIGNED BY:	MDM/GPB	???	???	???	???
NOTES					
REV. LOTS/DRAINAGE					
CHANGED TO PRIVATE ROAD					
CHANGED ROAD NAME					
DESCRIPTION					
BY					
CHK'D					
DATE					
DATE					

WESTSHORE
CONSULTING
Engineers • Scientists • Surveyors • Planners

PROPRIETOR:
BRUCKER BEACH
WOODS, LLC
13786 LAKE
SEdge DRIVE
GRAND HAVEN,
MI 49417

PROJECT NAME:
"BRUCKER BEACH WOODS"
SITE CONDOMINIUM
PART OF SECTION 32, T8N., R16W,
OTTAWA COUNTY, MICHIGAN

COVER SHEET

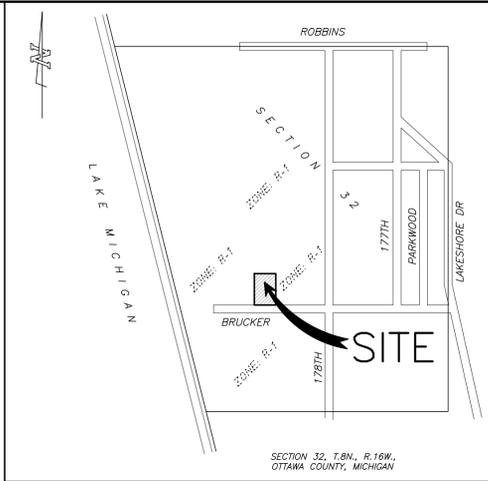
PROJECT #
04230-0001

SHEET #
1 OF 4

STEPHEN V. VALLIER LLS 28428 DATE:
WESTSHORE CONSULTING
2534 BLACK CREEK ROAD
MUSKEGON, MI. 49444-2674

E 1/4 CORNER
SECTION 32
T.8N., R.16W.
L. 4, P. 221

0' 20' 40' 80'
SCALE: 1" = 40'



NO.	DATE	DESCRIPTION	BY	CHK'D	DATE
1	10/10/16				
2	11-14-16				
3	3-23-17	CHANGED TO PRIVATE ROAD	NSS	SVV	3-23-17
4	4-06-17	CHANGED ROAD NAME	NSS	SVV	4-06-17

LOCATION SKETCH
NO SCALE

NOTES

- BOUNDARY AS SHOWN PER NAD 83 MICHIGAN STATE PLANE CO-ORDINATES SOUTH ZONE
- BENCHMARK INFORMATION: FLANGE BOLT UNDER "E" IN EJIW ELEV=605.94' U.S.G.S. DATUM
- FLOOD PLAIN INFORMATION: SUBJECT DOES NOT LAY WITHIN A DESIGNATED FLOOD ZONE BY FEMA MAP OF GRAND HAVEN TOWNSHIP COMMUNITY PANEL #26139C0086E DATED: 12/16/11
- COORDINATES BASED ON STATE PLANE COORDINATES, SOUTH ZONE, NAD 83.

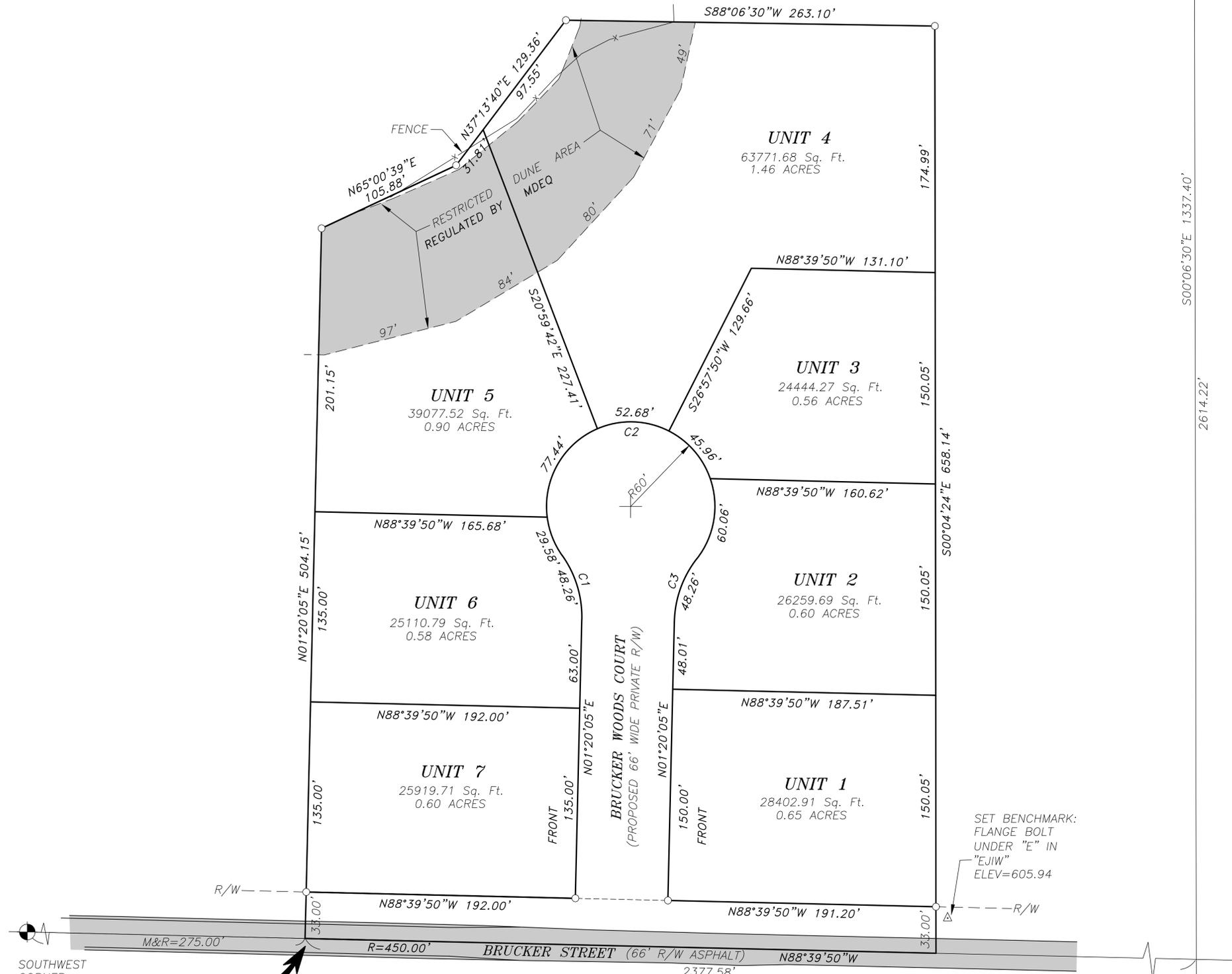
LEGEND

- = LIMITS OF OWNERSHIP
- 19 = UNIT NUMBER
- = SET CONCRETE MONUMENT
- △ = BENCHMARK
- x — = FENCE

CURVE	LENGTH	RADIUS	CHORD	DIRECTION	DELTA
C1	48.26'	75.00'	47.43'	N17°16'01"W	36°52'06"
C2	265.72'	60.00'	96.00'	N88°39'55"W	253°44'23"
C3	48.26'	75.00'	47.43'	S19°46'10"W	36°52'06"

SURVEYOR'S CERTIFICATE:
I, STEPHEN V. VALLIER, LICENSED LAND SURVEYOR OF THE STATE OF MICHIGAN HEREBY CERTIFY:
THAT THE SUBDIVISION PLAN KNOWN AS BRUCKER BEACH WOODS, FIRST AMENDMENT, CONDOMINIUM PLAN NO. _____, GRAND HAVEN TOWNSHIP, OTTAWA COUNTY, STATE OF MICHIGAN, AS SHOWN ON THE ACCOMPANYING DRAWINGS REPRESENTS A SURVEY ON THE GROUND MADE UNDER MY DIRECTION, THAT THERE ARE NO EXISTING ENCROACHMENTS UPON THE LANDS AND THE PROPERTY HEREIN DESCRIBED.
THAT THE REQUIRED MONUMENTS AND IRON MARKERS HAVE BEEN LOCATED IN THE GROUND AS REQUIRED BY RULES PROMULGATED UNDER SECTION 142 OF ACT NO. 59 OF THE PUBLIC ACTS OF 1978.
THAT THE ACCURACY OF THIS SURVEY IS WITHIN THE LIMITS REQUIRED BY THE RULES PROMULGATED UNDER SECTION 142 OF ACT NO. 59 OF THE PUBLIC ACTS OF 1978.
THAT THE BEARINGS, AS SHOWN, ARE NOTED ON THE SURVEY PLAN AS REQUIRED BY THE RULES PROMULGATED UNDER SECTION 142 OF ACT NO. 59 OF THE PUBLIC ACTS OF 1978.

STEPHEN V. VALLIER LLS 28428 DATE:
WESTSHORE CONSULTING
2534 BLACK CREEK ROAD
MUSKEGON, MI. 49444-2674



SOUTHWEST CORNER
NW 1/4, SE 1/4
SECTION 32
T.8N., R.16W.

P.O.B.

SET BENCHMARK:
FLANGE BOLT
UNDER "E" IN
"EJIW"
ELEV=605.94

SOUTHEAST COR.
SECTION 32
T.8N., R.16W.
L. 2, P. 170



PROPRIETOR:
BRUCKER BEACH
WOODS, LLC
13786 LAKE
SEBASTIAN DRIVE
GRAND HAVEN,
MI 49417

PROJECT NAME:
"BRUCKER BEACH WOODS"
SITE CONDOMINIUM
PART OF SECTION 32, T8N., R16W,
OTTAWA COUNTY, MICHIGAN

SURVEY SHEET

PROJECT # 04230-0001
SHEET # 2 OF 4

**PUBLIC SERVICES DEPARTMENT
END OF THE MONTH REPORT
2017**

WATER

MONTH	WORK ORDERS	METER INSTALLS		REPLACED METERS	REPLACED MXU'S	NEW TAPS		MAIN INSTALLED IN FEET	MILLION GALLONS OF WATER	MILLION GALLONS OF G.R. WATER	G.R. SUPPLIMENTAL WATER
		3/4"	1"			3/4"	1"				
JANUARY	241	3	5	6	155	7	5	0	33.36	1.16	0.00
FEBRUARY	231	3	5	6	155	3	1	0	28.53	1.18	0.00
MARCH	339	4	3	1	197	1	2	0	27.96	1.70	0.00
APRIL								0	0.00	0.00	0.00
MAY								0	0.00	0.00	0.00
JUNE								0	0.00	0.00	0.00
JULY								0	0.00	0.00	0.00
AUGUST								0	0.00	0.00	0.00
SEPTEMBER								0	0.00	0.00	0.00
OCTOBER								0	0.00	0.00	0.00
NOVEMBER								0	0.00	0.00	0.00
DECEMBER								0	0.00	0.00	0.00
TOTAL YTD	811	10	13	13	507	11	8	0	89.84	4.03	0.00
TOTALS		23				19					4.03
TOTALS						5225			93.88		

NOTES:

1 1/2" service w/ 1 1/2" meter installed at 14820 Piper Lane

WASTEWATER

MONTH	WORK ORDERS	NEW TAPS	MAIN INSTALLED IN FEET	MILLION GALLONS OF WASTE PUMPED
JANUARY	11	0	0	8.13
FEBRUARY	1	1	0	9.64
MARCH	4	3	0	7.55
APRIL			0	0.00
MAY			0	0.00
JUNE			0	0.00
JULY			0	0.00
AUGUST			0	0.00
SEPTEMBER			0	0.00
OCTOBER			0	0.00
NOVEMBER			0	0.00
DECEMBER			0	0.00
TOTAL YTD	16	4	0	25.31
TOTALS		814		

NOTES: