

**GRAND HAVEN CHARTER TOWNSHIP BOARD**  
**MONDAY, JUNE 26, 2017**

**WORK SESSION – 6:00 P.M.**

1. Review 2017 Project List
2. Review Bid Process

**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 June 12, 2017 Board Minutes
  2. Approve Payment of Invoices in the amount of \$285,213.18 (*A/P checks of \$188,670.90 and payroll of \$96,542.28*)
  3. Approve Appointment of Cathy Rusco to the Loutit District Library Board with a term ending June 30, 2020 (Information forthcoming)
- VI. OLD BUSINESS
  1. Approve Auditor Engagement Letter with Vredevelde Haefner, LLC
- VII. NEW BUSINESS
  1. Final Preliminary Plat Approval – Stonewater Subdivision No. 1
- VIII. REPORTS AND CORRESPONDENCE
  1. Correspondence
  2. Committee Reports
  3. Manager's Report
    - a. DPW May Report
  4. Others
- IX. EXTENDED PUBLIC COMMENTS/QUESTIONS ON NON-AGENDA ITEMS ONLY  
(*LIMITED TO THREE MINUTES, PLEASE.*)
- X. 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, JUNE 12, 2017**

**REGULAR MEETING**

I. CALL TO ORDER

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

II. PLEDGE TO THE FLAG

III. ROLL CALL

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

**Board members absent:**

Also present was Manager Cargo, Assessing Director Chalifoux, Community Development Director Fedewa, and Human Resources Supervisor Dumbrell.

IV. APPROVAL OF MEETING AGENDA

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

V. APPROVAL OF CONSENT AGENDA

1. Approve May 22, 2017 Regular Board Minutes
2. Approve Payment of Invoices in the amount of \$390,835.62 (*A/P checks of \$176,324.34 and payroll of \$214,511.28*)
3. Re-appoint Joanne Marcetti to the Harbor Transit Board for a term ending June 1, 2020.
4. Approve Deputy Treasurer compensation rate.
5. Approve West Michigan Roofing proposal of \$11,500 for replacement of shingles on three picnic shelters at Pottawattomie Park.

**Motion** by Treasurer Kieft and seconded by Trustee Gignac to approve the items listed on the Consent Agenda. **Which motion carried.**

VI. UPDATE – Ray Nelson (*Dangerous Building Officer*)

Nelson noted that the Shore Acres property (i.e., Parcel #70-03-32-334-001) has been involved in various dangerous building violations over the past three years. This ordinance violation has been resolved through the sale of the property and the demolition of the single-family home. This issue is now closed.

VII. OLD BUSINESS

1. Supervisor Reenders disclosed that his family has indirect financial connections to the proposed development and, pursuant to a

recommendation from legal counsel and staff, requested authorization to recuse himself from consideration of the Village at Rosy Mound PUD.

**Motion** by Clerk Larsen supported by Trustee Behm to authorize Supervisor Reenders to recuse himself from the Village at Rosy Mound PUD matter and the related tax exemption ordinance due to indirect family financial connections to the development. **Which motion carried,** pursuant to the following roll call vote:

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

Nays:

Absent:

Supervisor Reenders left the Board table.

**Motion** by Treasurer Kieft supported by Clerk Larsen to select Redick as President Pro Tem during the review and consideration of the Village at Rosy Mound PUD application. **Which motion carried.**

Community Development Director Fedewa noted that the open space acreage was adjusted downward to remove the storm water facilities. However, the development still has about 100% more open space than what is required by the Zoning Ordinance with a total of 10.77 acres of open space.

Shirley Woodruff (18215 Spindle Drive), who is representing the development, requested a departure that would allow the six-foot fence around the “Memory Care Unit” to be increased by six inches. This supported by her operations manager and insurance carrier and will decrease the possibility of a “walk away” situation from occurring.

During discussion of the departure, it was noted that the standards for a PUD departure and a ZBA variance are significantly different and if a PUD departure is granted, it would not create a precedent for a future ZBA variance.

Trustee Larsen requested that the landscaping requirements for the development be phased to correspond with the completion of each of the aspects of the development.

**Motion** by Trustee Behm supported by Trustee Meeusen to conditionally approve the Village at Rosy Mound PUD application and rezoning of parcels 70-07-04-200-025, 70-07-04-400-028, and part of 70-07-04-100-028 from Service Professional (SP) to Planned Unit Development (PUD). This is based on the application meeting the requirements and standards set forth by the Grand Haven Charter Township Zoning Ordinance and Master Plan. The motion is subject to, and incorporates the following report. In addition, the Board approves a departure to allow the fence height around

the Memory Unit to be increased from six feet to six feet, six inches pursuant to increased client safety. Further, this approval of the PUD is conditioned upon installing the landscaping for each of the PUD's components prior to occupancy, seasonally dependent and, if delayed, no later than the following growing season between April and July. This is a second reading. **Which motion carried**, pursuant to the following roll call vote:

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

Nays:

Absent:

### REPORT

Pursuant to the provisions of the Grand Haven Charter Township (the "Township") Zoning Ordinance (the "Zoning Ordinance"), the following is the report of the Grand Haven Charter Township Board (the "Board") concerning an application by RW Properties I LLC (the "Developer") for approval of a Village at Rosy Mound Planned Unit Development (the "Project" or the "PUD").

The Project will consist of three land uses that constitute a Housing for the Elderly development. This 26.92 acre Project will consist of one three-story 116-unit congregate building; one one-story 110-unit assisted living building; and twenty-seven one-story two-unit/three-unit/four-unit attached condominiums. The Project as recommended for approval is shown on a final site plan (the "Final Site Plan"), including landscaping (the "Final Landscape Plan"), elevation renderings (the "Final Elevations"), last revised 4/10/2017, and architectural plan sheet SK0.1 showing the stone veneer on the garage-ports, carports, and dumpster enclosure (the "Final Misc. Site Plans and Details Sheet"), last revised 4/28/17; collectively referred to as the "Documentation," presently on file with the Township.

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

1. The Project meets the site plan review standards of Section 23.06 of the Zoning Ordinance. Specifically, pursuant to Section 23.06.7, the Board finds as follows:
  - A. The uses proposed will not adversely affect the public health, safety, or welfare. Uses and structures located on the site take into account topography, size of the property, the uses on adjoining property and the relationship and size of buildings to the site. The site will be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this Ordinance.
  - B. Safe, convenient, uncontested, and well defined vehicular and pedestrian circulation is provided for ingress/egress points and within the site. Drives, streets and other

circulation routes are designed to promote safe and efficient traffic operations within the site and at ingress/egress points.

- C. The arrangement of public or private vehicular and pedestrian connections to existing or planned streets in the area are planned to provide a safe and efficient circulation system for traffic within the Township.
- D. Removal or alterations of significant natural features are restricted to those areas which are reasonably necessary to develop the site in accordance with the requirements of this Ordinance. The Board has required that landscaping, buffers, and/or greenbelts be preserved and/or provided to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property.
- E. Areas of natural drainage such as swales, wetlands, ponds, or swamps are protected and preserved insofar as practical in their natural state to provide areas for natural habitat, preserve drainage patterns and maintain the natural characteristics of the land.
- F. The site plan provides reasonable visual and sound privacy for all dwelling units located therein and adjacent thereto. Landscaping shall be used, as appropriate, to accomplish these purposes.
- G. All buildings and groups of buildings are arranged so as to permit necessary emergency vehicle access as requested by the Fire/Rescue Department.
- H. All streets and driveways are developed in accordance with the Ottawa County Road Commission (“OCRC”) specifications, as appropriate. In addition, an internal sidewalk system and a non-motorized pathway within the Rosy Mound Drive right-of-way have been included.
- I. Appropriate measures have been taken to ensure that removal of surface waters will not adversely affect neighboring properties or the public storm drainage system. Provisions have been made to accommodate storm water, prevent erosion and the formation of dust.
- J. Exterior lighting is arranged so that it is deflected away from adjacent properties and so it does not interfere with the vision of motorists along adjacent streets, and consists of sharp cut-off fixtures to reduce light pollution and preserve the rural character of the Township.
- K. All loading and unloading areas and outside storage areas, including areas for the storage of trash, which face or are visible from residential districts or public streets, are screened.
- L. Entrances and exits are provided at appropriate locations so as to maximize the convenience and safety for persons entering or leaving the site.
- M. The Documentation conforms to all applicable requirements of County, State, Federal, and Township statutes and ordinances.
- N. As appropriate, fencing will be installed around the boundaries of the Project if deemed necessary by either the Township or the Developer to prevent trespassing or other adverse effects on adjacent lands.

- O. The general purposes and spirit of the Zoning Ordinance and the Master Plan of the Township are maintained.
- 2. The Board finds the Project meets the intent for a PUD, as described in Section 17.01.3 of the Zoning Ordinance. By approving this Project as a PUD, the Township has been able to negotiate various amenities and design characteristics as well as additional restrictions with the Developer, as described in this report, which the Township would not have been able to negotiate if the PUD Chapter of the Zoning Ordinance was not used.
- 3. Section 17.01.5, and Section 17.02.1.B.1-4 of the Zoning Ordinance, as well as Section 503 of the Michigan Zoning Enabling Act, allow for departures from Zoning Ordinance requirements; these provisions are intended to result in land use development that is substantially consistent with the goals and objectives of the Township Master Plan and the Zoning Ordinance, and consistent with sound planning principles. The Developer requested fourteen departures. The Board makes the following findings.
  - A. Section 11.04 – convert the method of setback measurements to building separation.
    - i. The Board finds it acceptable to measure setbacks as building separations rather than distance from lot lines because the proposed parcel lines are needed for financing purposes and a building separation measurement satisfies the spirit and intent of setbacks.
  - B. Section 15A.04.5 – waive the requirement to receive separate special land use approval to relocate an existing overhead utility pole and electrical line.
    - i. The Board finds this acceptable because there will not be any additional overhead utility lines installed. This pole needs to be relocated to accommodate the storm water retention basin.
  - C. Section 15A.10.3 – allow the landscaping that must abut the walls of the building to be planted 36” away to accommodate a stone maintenance strip, which is used to capture the roof runoff.
    - i. The Board finds this acceptable because it is unlikely the landscaping would survive if it was in the path of roof runoff. In addition, the applicant provided visual evidence of a similar senior living campus that has the plantings 36” from the wall and the spirit and intent of reducing the visual mass is still satisfied.
  - D. Section 15A.10.5 – do not require that 75% of the landscape islands be located inside the parking lot instead of on the edges.
    - i. The Board finds this acceptable because the proposed parking lots are not expansive. It is unnecessary to create a greater distance from entryways for residents that may have limited mobility. The trees and other landscaping that were required to be within this 75% were transferred to the perimeter, so there has not been a reduction in overall landscaping.

- E. Section 15A.10.11 – remove the requirement to create a separate deferred parking plan and agreement.
  - i. The Board finds this acceptable because the Overlay Zone would allow up to 1,364 spaces but the applicant is only requesting 180, which is also less than what is permitted by right. Due to the type of development and site constraints it is not likely, or feasible, to expand parking in the future. Furthermore, granting this departure would require the applicant to apply for a Major Amendment to the PUD if additional parking was requested in the future.
- F. Sections 15A.11 and 15A.11.3 – allow the Assisted Living building to be considered a Multiple Family use under the Overlay Zone land use categories as it relates to architectural requirements.
  - i. The Board finds this acceptable because the Congregate building and Cottages are Multiple Family, but technically the Assisted Living building would be considered Institutional. Institutional uses have a higher architectural requirement, but the Assisted Living building has the least amount of visibility. In addition, the development may lack cohesion if one building is treated differently than the others as it relates to architecture.
- G. Section 15A.13.1.B – remove the requirement to vary the Cottage garage locations and/or recess them into the buildings.
  - i. The Board finds the spirit and intent of the architectural requirements of the Overlay Zone are satisfied because the Cottage design does not result in a “flat-faced” building. The covered front porch and varying rooflines add depth and dimension, which is satisfactory.
- H. Section 17.05.1.E – requesting two departures— (1) permitted to classify the “roads” as driveways so long as they are constructed to OCRC standards because the site is not conducive to a 66’ road right-of-way; and (2) find the separation between access points is sufficient to accommodate vehicular circulation even though they do not comply with the OCRC spacing standards.
  - i. Request 1 – the Board finds this acceptable because the “roads” will be constructed to OCRC standards and there is no potential for future road widening. Additionally, Fire/Rescue has approved the maneuverability as shown on the site plans, so there are no concerns about emergency vehicles having adequate access throughout the site. Furthermore, easements are still being provided for private and public utilities, so all organizations will still have access to their infrastructure. Lastly, driveways are considered private, so taxpayer dollars would not have to be spent on any “road” improvements.
  - ii. Request 2 – the Board finds this acceptable because the established minimum spacing standards are prohibitive to this site and would not improve vehicular circulation. The applicant has taken significant steps

to improve maneuverability and reduce locations where vehicles could have negative interactions. Furthermore, because the “roads” are technically driveways the spacing standards could be considered a moot requirement.

- I. Section 19.07.28.D – find the Assisted Living buildings frontage on the site’s main “road” is sufficient to comply with the Special Land Use requirement to front onto a paved roadway.
  - i. The Board finds this acceptable because it has a direct relationship to departure request and finding H. above, which finds the driveways to be “roads.”
- J. Section 19.07.28.E – allow accessory buildings, including the maintenance building, pergolas, and gazebos, to have a setback less than 75’.
  - i. The Board finds this acceptable because a 75’ setback for the maintenance building does not serve a good purpose based on the location, which is setback over 75’ from the south boundary line that abuts Cottage Hills Subdivision. Furthermore, there is a steep topographical incline along Lakeshore Drive, which will screen the maintenance building from view. The remaining accessory buildings are appropriately located within the courtyards and walking paths of the Assisted Living building, and should not be placed any farther from the building to ensure residents with limited mobility are able to utilize these amenities.
- K. Section 19.07.28.H – allow parking spaces to be located in the front of the Assisted Living building.
  - i. The Board finds this acceptable because no good purpose is served by creating more distance for residents to travel from their vehicle to entryways. Additionally, parking in the rear would remove the transition area and screening between the project site and the Cottage Hills Subdivision. Furthermore, parking in the rear would remove the natural landscape, thus removing the view residents have from their rooms.
- L. Section 20.12.5 and 20.12.6 – request a 6’-6” tall fence around the Memory Care Courtyard of the Assisted Living building because operational experience has found the additional 6” prevents patient escape.
  - i. The Board does finds this request acceptable because of improved Memory Care client safety (*i.e., further reducing the possibility of a “walk away” situation*) and because the standards for a PUD departure would not create a precedent for a ZBA variance request.
- M. Section 21.02 – requesting two departures (1) allow a three-story 37’-6” Congregate building; and (2) reduce the minimum floor area requirement to 685 square feet.

- i. Request 1 – the Board finds this acceptable because the building code requires ground floor units to ensure accessibility, rather than “garden” style, and the requested height aligns with other departures granted for similar projects.
    - ii. Request 2 – the Board finds this acceptable because unlike a typical apartment building the Congregate offers additional common areas and amenities within the building that are not typically offered at multiple family developments. Furthermore, if this additional common area were calculated as part of the minimum floor area the minimum unit size would be 815 square feet. Also, there are minimum age requirements to live in the Congregate building, so at most there are two tenants per dwelling, but according to the applicant 75% of the residents are single person households.
  - N. Section 24.04.2 – allow the minimum parking space size to be 10’ x 20’ because MSHDA-funded projects are required to have a minimum space of 10’ x 20’ to assist elderly residents with parking maneuvers.
    - i. The Board finds this acceptable because documentation was supplied from MSHDA that establishes the 10’ x 20’ requirement.
- 4. Compared to what could have been constructed by right, the Project has been designed to accomplish the following objectives from Section 17.01.4 of the Zoning Ordinance.
  - A. The Project will encourage the use of land in accordance with its natural character and adaptability;
  - B. The Project will promote the conservation of natural features and resources;
  - C. The Project will promote innovation in land use planning and development;
  - D. The Project will promote the enhancement of housing and commercial employment for the residents of the Township;
  - E. The Project will promote greater compatibility of design and better use between neighboring properties;
  - F. The Project will promote more economical and efficient use of the land while providing a harmonious variety of housing choices; and
  - G. The Project will promote the preservation of open space.
- 5. The Project meets the following qualification requirements of Section 17.02 of the Zoning Ordinance:
  - A. The Project meets the minimum size of five acres of contiguous land.
  - B. The PUD design substantially promotes the Intent and Objectives of Section 17.01 of the Zoning Ordinance; it further permits an improved layout of land uses and roadways that could not otherwise be achieved under normal zoning.
  - C. The Project contains three separate and distinct residential uses—congregate, assisted living, and cottages.

- D. The Project site exhibits significant natural features encompassing more than 25% of the land area, which will be preserved as a result of the PUD plan and includes forested areas and wetlands.
  - E. The Project site has distinct physical characteristics which makes compliances with the strict requirements of the Zoning Ordinance impractical.
6. The Board also finds the Project complies with the general PUD Design Considerations of Section 17.05 of the Zoning Ordinance.
- A. The storm water management system for the Project and the drainage facilities will properly accommodate stormwater on the site, will prevent runoff to adjacent properties, and are consistent with the Township's groundwater protection strategies.
  - B. The Project will not interfere with or unduly burden the water supply facilities, the sewage collection and disposal systems, or other public services such as school facilities, park and recreation facilities, etc.
  - C. Utility services within the Project shall be underground. This includes but is not limited to electricity, gas lines, telephone, cable television, public water and sanitary sewer.
  - D. The internal road system in the Project is designed to limit destruction of existing natural vegetation and to decrease the possibility of erosion.
  - E. Vehicular circulation, traffic and parking areas have been planned and located to minimize effects on occupants and users of the Project and to minimize hazards to adjacent properties and roadways.
  - F. Parking requirements for each use have been determined to be in accordance with Chapter 24 (Parking, Loading Space, and Signs), and the deviations from Section 15A.10.10 and 15A.10.11 are covered elsewhere in this Report.
  - G. Street lighting will be installed in the same manner as required under the Township's Subdivision Control Ordinance.
  - H. Buildings in the Project have been sited to protect natural resources. Natural features such as natural grade, trees, vegetation, water bodies and others have been incorporated into the Documentation.
  - I. Architectural design features visually screen the mechanical and service areas from adjacent properties, public roadways, and other public areas.
  - J. The exterior walls greater than 50 feet in horizontal length or that can be viewed from a public street contain a combination of architectural features, variety of building materials, and landscaping near the walls.
  - K. Onsite landscaping abuts the walls so the vegetation combined with architectural features significantly reduce the visual impact of the building mass when viewed from the street.

- L. The predominant building materials have been found to be those characteristics of the Township such as brick, native stone, and glass products. Pre-fabricated metal garage-ports and car-ports will include accent materials similar to the main buildings so as not to dominate the building exterior of the structure.
- M. Landscaping, natural features, open space and other site amenities have been located in the Project to be convenient for occupants of, and visitors to, the PUD.
- N. The Project is reasonably compatible with the natural environment of the site and the adjacent premises.
- O. The Project will not unduly interfere with the provision of adequate light or air, nor will it overcrowd land or cause an unreasonably severe concentration of population.
- P. Exterior lighting within the Project complies with Chapter 20A for an LZ 3 zone.
- Q. Outside storage of materials shall be screened from view.
- R. Signage is compliant with Section 24.13 of the Zoning Ordinance.
- S. The Project will not have a substantially detrimental effect upon or substantially impair the value of neighborhood property, as long as all of the standards and conditions of this approval of the Project are satisfied.
- T. The Project is in compliance with all applicable Federal, State, County, and local laws and regulations. Any other permits for development that may be required by other agencies shall be available to the Township Board before construction is commenced.
- U. A maximum of one driveway or street opening per existing public street frontage has been permitted.
- V. The Project provides adequate accessibility for residential development with more than 24 dwelling units.
- W. The Project satisfies the minimum open space of 20 percent required by the Zoning Ordinance.
- X. The open space in the Project is large enough and properly dimensioned to contribute to the purpose and objectives of the PUD.
- Y. The open space in the Project consists of contiguous land area which is restricted to non-development uses.
- Z. The open space in the Project will remain under common ownership or control.
- AA. The open space in the Project is set aside by means of conveyance that satisfies the requirements of Section 17.05.5.G of the Zoning Ordinance.
- BB. The Project abuts a single family residential district and a woodland will provide a sufficient obscuring effect and act as a transitional area.

- CC. The Project is consistent with the goals and objectives of the Master Land Use Plan. Specifically, it is consistent with the Master Plan designation of the property in question.
7. The Board also finds the Project complies with the Overlay Zone findings and statement of purpose found in Section 15A.01 and 15A.04.6 of the Zoning Ordinance.
- A. The Project accommodates a variety of uses permitted by the underlying zoning, but ensures such uses are designed to achieve an attractive built and natural environment.
  - B. The Project provides architectural and site design standards that are more demanding than required elsewhere in the Township in order to promote harmonious development and complement the natural characteristics in the western sections of the Township.
  - C. The Project promotes public safety and efficient flow of vehicular traffic by minimizing conflicts from turning movements resulting from the proliferation of unnecessary curb cuts and driveways.
  - D. The Project ensures safe access by emergency vehicles.
  - E. The Project encourages efficient flow of traffic by minimizing the disruption and conflicts between through traffic and turning movements.
  - F. The Project preserves the capacity along US-31 and other roads in the Overlay Zone by limiting and controlling the number and location of driveways, and requires alternate means of access through service drives.
  - G. The Project seeks to reduce the number and severity of crashes by improving traffic operations and safety.
  - H. The Project requires coordinated access among adjacent lands where possible.
  - I. The Project provides landowners with reasonable access, although the number and location of access points may not be the arrangement most desired by the Developer.
  - J. The Project requires demonstration that prior to approval of any land divisions, the resultant parcels are accessible through compliance with the access standards.
  - K. The Project preserves woodlands, view sheds, and other natural features along the corridor.
  - L. The Project ensures that distractions to motorists are minimized by avoiding blight and clutter while providing property owners and businesses with appropriate design flexibility and visibility.
  - M. The Project implements the goals expressed in the US-31/M-45 Corridor Study.
  - N. The Project establishes uniform standards to ensure fair and equal application.
  - O. The Project addresses situations where existing development within the Overlay Zone does not conform to the standards.
  - P. The Project promotes a more coordinated development review process with the Michigan Department of Transportation and the OCRC.

- Q. The Project buildings and site design complement the existing and desired character within the Overlay Zone.
  - R. The Project's existing views to natural areas, woodlands and other natural features, will be preserved to the extent practical.
  - S. The number of access points within the Project have been restricted to the fewest needed to allow motorists reasonable access to the site.
  - T. The Project's access spacing from intersections, other driveways, and any median crossovers meet the standards within the Overlay Zone, and the standards of applicable MDOT and the OCRC, and are the maximum practical.
  - U. Provisions for this Project have been made to share access with adjacent uses, either now or in the future, including any necessary written shared access and maintenance agreements.
  - V. Traffic impacts associated with the Project are accommodated by a road system that will not degrade the level of service below one grade, and in no case shall any movements be projected at a level of service below D, unless improvements are made to address the impacts.
8. The Board also finds the Project shall comply with the below additional conditions as well.
- A. Obtain an easement from the Grand Haven Area Public School district to install the emergency access on Lakeshore Drive. This easement shall be reviewed and approved by the Township Attorney prior to recording with the Register of Deeds. This easement shall be recorded prior to the issuance of building permits.
  - B. Add an additional sidewalk from Cottage 1 to Rosy Mound Drive to provide greater walkability on the site.
  - C. The Developer shall incorporate additional shielding to light fixtures along the southern boundary line that abuts the Cottage Hills Subdivision as well as the Northwest corner of the site that abuts the Rosy Mound Elementary School to ensure light does not spill into the adjacent dwellings.
  - D. The open space conveyance document shall be revised to exclude the storm water retention basins, and all figures updated accordingly throughout the Documentation. This revised conveyance shall be reviewed and approved by the Township Attorney prior to recording with the Register of Deeds. This document shall be recorded prior to issuance of building permits.
  - E. Revise Sheet C-205 that excludes the storm water retention basins and that reflects the true open space figures presented on Sheet L-100. This will ensure there is no confusion regarding the proposed designated open space.
  - F. The Developer shall provide documentation from the Grand Haven Board of Light and Power regarding streetlights—if they will be metered or if a Special Assessment

- Lighting District is required. This subject must be satisfied prior to receiving an occupancy certificate.
- G. The Township and Developer shall enter into a Payment in Lieu of Taxes (PILOT) agreement pursuant to the MSHDA requirements, and also referred to as the Tax Exemption Ordinance. The language of the Agreement shall be approved by the Township Attorney, and approved by the Township Board. The Agreement shall be executed and recorded with the Register of Deeds prior to receiving a building permit.
  - H. Must obtain permits from all applicable agencies including the OCRC, Ottawa County Water Resources Commissioner, State of Michigan, etc. Permits shall be obtained before building permits are issued.
  - I. The Developer shall enter into a PUD Contract with the Township, which will be drafted by the Township Attorney and approved by the Township Board prior to receiving a building permit.
  - J. The Developer shall enter into a modified version of the typical Private Road Maintenance Agreement with the Township, which will be drafted by the Township Attorney and approved by the Township Board prior to receiving a building permit.
  - K. Any violation of the conditions constitutes a violation of the Zoning Ordinance, and in addition to the remedies provided therein, shall be cause for the Township Board to suspend or revoke any zoning or building permit applicable to the Project.
  - L. The right is reserved by the Township to impose additional conditions if reasonably necessary to achieve the purposes of the Zoning Ordinance.
  - M. The PUD approval is personal to the Developer and shall not be transferred by the Developer to a third party without the prior written consent of the Township.
  - N. Except as expressly modified, revised or altered by these conditions the Project shall be acquired, developed, and completed in conformance with the Zoning Ordinance, as amended, and all other applicable Township ordinances.
  - O. This approval is also conditioned upon the Developer meeting all applicable Federal, State, County and Township laws, rules and ordinances.
  - P. The Developer shall comply with all of the requirements of the Documentation, specifically including all of the notes contained thereon, and all of the representations made in the written submissions by the Developer to the Township for consideration of the Project.
  - Q. In the event of a conflict between the Documentation and these conditions, these conditions shall control.
9. The Board finds that the Project complies with the uses permitted for a residential planned unit development, as described in Section 17.07.2.A of the Zoning Ordinance—Housing for the Elderly.

2. **Motion** by Trustee Gignac, supported by Trustee Behm to approve and adopt the Tax Exemption Ordinance for the Village at Rosy Mound PUD project to allow affordable rent-rates for certain apartment units within the congregate building. This is a second reading. **Which motion carried**, as indicated by the following roll call vote:  
Ayes: Kieft, Meeusen, Behm, Gignac, Larsen, Redick  
Nays:  
Absent:

Supervisor Reenders returned to the Board table and resumed his duties as the Township Supervisor.

VIII. NEW BUSINESS

1. **Motion** by Trustee Meeusen supported by Trustee Behm to authorize the Township Superintendent and Supervisor to sign the update Support Emergency Operations Plan and incorporate the plan into the Ottawa County Emergency Management Plan. **Which motion carried.**

IX. REPORTS AND CORRESPONDENCE

- a. Correspondence was reviewed
- b. Committee Reports
  - i. 2016 Annual Planning Commission Report
  - ii. 2016 Annual Zoning Board of Appeals Report
  - iii. NORA Funding Report
- c. Manager'
  - i. May Building Report
  - ii. May Ordinance Enforcement Report
- d. Others
  - i. Trustee Meeusen requested that for the FY 2018 budget that Cargo complete a comparison of salaries/wages for the Supervisor, Clerk, Treasurer and Trustees with similar communities.
  - ii. Trustee Meeusen noted his disagreement with the City's plan to charge parking fees for non-city residents for the purposes of funding the "catwalk" restoration project – especially after the Township provided \$12,500 in tax payer monies for this project.
  - iii. Supervisor Reenders noted that he supports the use of employee name tags and would like to discuss this at the next Work Session.
  - iv. Supervisor Reenders would like to require bids for all projects over \$10,000 to be required to be open in public and would like to discuss this at the next work session.

X. PUBLIC COMMENTS

Laird Schaefer (12543 Wilderness Trail) asked for additional information with regard to locations and times to be shared with the public regarding the Hofma Vision project.

XI. ADJOURNMENT

**Motion** by Clerk Larsen and seconded by Trustee Redick to adjourn the meeting at 7:57 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: June 22, 2017

TO: Township Board and Department Directors

FROM: Cargo

Pursuant to instructions from the Board, the Project List is to be reviewed every two months during a Board work session. 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
<del>March Change of Assessment Insert</del>	<del>Cargo</del>
<del>April Newsletter</del>	<del>Cargo</del>
October Newsletter	Cargo
<del>Summer Tax Insert</del>	<del>Cargo</del>
Winter Tax Insert	Cargo
Monthly Electronic Newsletters <ul style="list-style-type: none"> <li>➤ <del>May</del></li> <li>➤ <del>June</del></li> <li>➤ July</li> <li>➤ August</li> <li>➤ September</li> <li>➤ October</li> <li>➤ November</li> <li>➤ December</li> </ul>	Cargo
<del>CCR Annual Report Nows and GR (posted on website)</del>	<del>Cargo, Walsh</del>
Constant Contact — Monthly electronic newsletters — begin in May (develop email list for Constant Contact)	Cargo
Information and costs for “Disney Way” management program	Cargo
Freedom of Information Requests (14 thus far in 2017)	Cargo
Waste Hauler Licenses (2017) <ul style="list-style-type: none"> <li>➤ <del>Republic Services</del></li> <li>➤ <del>Waste Management</del></li> <li>➤ <del>Potluck Pick-up</del></li> </ul>	DeVerney, Cargo

Appointments to Committee/Board vacancies ( <i>6 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 <sup>th</sup> Fireworks (\$7,500)	Cargo
Funding – City of Grand Haven eat walk contribution (\$12,500)	Cargo
December Appreciation Dinner ( <i>Scheduled for December 7<sup>th</sup> at Grand Hall – Porto Bello</i> )	Reenders, Walsh
Noise Ordinance – Review for Constitutionality ( <i>low priority</i> )	Cargo, Fedewa, Bultje
Complete survey of 168 <sup>th</sup> Avenue property owners regarding expansion of industrial land	Cargo, Fedewa, Chamber of Commerce
Disney Way Program ( <i>June 6<sup>th</sup>–8<sup>th</sup></i> ) Follow-up includes: <ul style="list-style-type: none"> <li>✓ Appoint Champions</li> <li>✓ Draft Township story</li> <li>✓ Draft Core Values</li> <li>✓ Draft Expected Behaviors</li> <li>✓ Follow-up Meeting with Capodagli (<i>August 31<sup>st</sup></i>)</li> <li>✓ Story Boarding – as needed</li> </ul>	Cargo, Capodagli Cargo Gerencer, Fedewa, Sandoval Gerencer, Fedewa, Sandoval Gerencer, Fedewa, Sandoval Cargo, Capodagli Dumbrell
Special Boards Meeting ( <i>April 27<sup>th</sup></i> ) Regarding General Fund undesignated fund balance	Cargo, Board
Renew Charter Communications Uniform Video Service franchise agreement	Cargo
Adjustment of border/boundaries between City/Township ( <i>start with three simple residential parcels</i> )	Fedewa, Cargo, Board
Wage survey for Supervisor, Clerk, Treasurer & Trustee	Cargo, Dumbrell
<b>ASSESSING</b>	
<b>PROJECT OR TASK</b>	
<b>RESPONSIBLE EMPLOYEE(S)</b>	
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 <ul style="list-style-type: none"> <li>➤ L 4022 Report</li> <li>➤ Board of Review Change Log</li> <li>➤ 2017 Classification Change</li> <li>➤ 2017 Equivalent SEV Roll</li> <li>➤ Industrial real and personal report to State</li> <li>➤ L 4626 Assessing Officer's Report of Taxable Values</li> </ul>	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)	Chalifoux
Prepare the IFT report for State (October)	Chalifoux
Prepare the L-4626 for State filing (April)	Chalifoux
Prepare form 5429 – Personal Property Taxable Value for Expired/Expiring Renaissance Zones (June)	Chalifoux
Prepare form 5403 – Personal Property Taxable Value for Expired Tax Exemptions (June)	Chalifoux
Prepare form 3369 Renaissance Zone Tax Reimbursement Data for	Chalifoux

State filing (June) Form 5176 Request for State Reimbursement of TIF Prepare L-4016 Special Assessment report (December)October 30,2016	Chalifoux Chalifoux
Annual re-audit of residential neighborhoods (45% complete; 375 of 800) + sales (i.e., about 200).	Chalifoux, Schmidt
IFT Applications (list all): a. <del>Transfer Tool</del> pending	Chalifoux
Major MTT Actions a. Rizzo (Lakefront property) b. Flagstar Bank	Chalifoux, Fischer, Ottawa County
<b>BIKE PATH</b>	
<b>PROJECT OR TASK</b>	<b>RESPONSIBLE EMPLOYEE(S)</b>
Bike Path construction for 2017 ➤ <del>—\$4.5 million bond sale</del> ➤ <del>—Community Engagement with Buchanan Street property owners (prelim design event on April 20<sup>th</sup>)</del> ➤ Easements (meeting with owners April 20 – May 2)  ➤ Survey, Design, Bid, Construction (\$643k) (October 20 <sup>th</sup> completion date)	Cargo Cargo, Sandoval, Nettleton Fedewa, P & N  Kieft, Bultje, Fedewa & VerBerkmoes VerBerkmoes, Kieft
2017 pathway maintenance ➤ Paint crosswalks (\$8k) ➤ Ongoing repairs to surface and appurtenances (\$30k) ➤ <del>—Asset assessment of all appurtenances (GIS based)</del> ➤ Resurface portion of Robbins and Comstock pathway (\$204k) postponed to 2018 as part of Expansion project	Tlachac, VerBerkmoes  VerBerkmoes VerBerkmoes, Kieft VerBerkmoes, Kieft
<b>BUILDING AND GROUNDS</b>	
<b>PROJECT OR TASK</b>	<b>RESPONSIBLE EMPLOYEE(S)</b>
Generator Maintenance (November)	Tlachac, VerBerkmoes
<del>Bi Annual Fertilizer Quotes (including cemeteries)</del>	<del>Tlachac, Walsh</del>
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
<b>CEMETERY</b>	
<b>PROJECT OR TASK</b>	<b>RESPONSIBLE EMPLOYEE(S)</b>
Purchase vaults, memorials and urns for contract holders	Walsh
Plat additional lots within Historic Cemetery ➤ <del>—New County Rules cemetery expansion</del> ➤ <del>—Variance from County Health re: water table</del> <b>Denied</b> ➤ Plat area for additional lots in Historic Cemetery (east of current section) (FY 2018)	Department of Public Health, Cargo Cargo Prien & Newhof
<b>COMMUNITY DEVELOPMENT</b>	
<b>PROJECT OR TASK</b>	<b>RESPONSIBLE EMPLOYEE(S)</b>
<del>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)</del>	Fedewa

Landscape Compliance Inspections ( <i>Winter/Spring</i> ) ➤ Divided into 3 year cycles ➤ 100% complete with 2016 inspections ( <i>have until 6/2017 to gain compliance</i> ) ➤ 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 – <i>complete by December 2017 (new changes recently proposed by State, waiting again)</i>	Fedewa, Bultje
ISO Review of Building Department (ISO rank 3)	Fedewa
Amendments to Municipal Violations Bureau Ordinance	Fedewa, Bultje
Comparison of Fees with similar communities	Fedewa, Cargo
Board decision on – Short-term Rental Ordinance (if any)	Fedewa, Cargo, Board
<b>DOWNTOWN DEVELOPMENT AUTHORITY</b>	
<b>PROJECT OR TASK</b>	<b>RESPONSIBLE EMPLOYEE(S)</b>
Annual DDA Report ( <i>and publish in the Tribune</i> ) ( <i>Form 2604 because the GHT DDA does not collect the Education Tax.</i> ) ( <i>July</i> )	Chalifoux, Cargo
Annual Act 381 Report (Brownfield project) ( <i>August</i> )	Chalifoux
Complete 168 <sup>th</sup> Avenue reconstruction ✓ February 2, 2017 bid opening ( <i>\$1.2 million</i> ) ✓ Construction management ( <i>August 25<sup>th</sup> completion date</i> )	Cargo, VerBerkmoes, Prien & Newhof, Cargo VerBerkmoes, Prien & Newhof
<del>Act 381 DEQ Brownfield Reporting Verification Worksheet (<i>September</i>)</del>	<del>Chalifoux</del>
GASB 77 Tax Abatement Disclosure Statements — Ottawa Area ISD — Grand Haven Public Schools — Ottawa County Treasurer — Loutit Library	Chalifoux
<b>ELECTIONS</b>	
<b>PROJECT OR TASK</b>	<b>RESPONSIBLE EMPLOYEE(S)</b>
May 2 <sup>nd</sup> School Elections + Four Pointes Council on Aging	Larsen, DeVerney
Inactive Voter File maintenance ( <i>ongoing &amp; up-to-date</i> )	DeVerney, Slater
<b>ENFORCEMENT/LEGAL ACTIONS – DIFFICULT ISSUES</b>	
<b>PROJECT OR TASK</b>	<b>RESPONSIBLE EMPLOYEE(S)</b>
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: making progress, granted extension to 8/31/17 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 25<sup>th</sup> follow up hearing</i> )	Fedewa, French, Nelson
<b>FINANCE/ACCOUNTING</b>	
<b>PROJECT OR TASK</b>	<b>RESPONSIBLE EMPLOYEE(S)</b>
2016 Financial Audit ( <i>Week of April 17, 2017</i> )	Sandoval, Chalifoux, Cargo
Board Decision on utilizing a portion of General Fund fund balance for street/pathway maintenance or designating for future park improvements ( <i>April 27<sup>th</sup> Special Meeting</i> )	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> ) <ul style="list-style-type: none"> <li>➤ 2017 Debt Service (Water) July &amp; December (148k)</li> <li>➤ 2019 Transmission Main Bond July &amp; December (295k)</li> <li>➤ 2021 Water Intake Expansion May &amp; November (112k)</li> <li>➤ 2021 Refunded Building Bond May &amp; October (212k)</li> <li>➤ 2028 Sewer Lift Station Bond July &amp; December (85k)</li> <li>➤ 2034 NOWS Plant Expansion May &amp; November (242k)</li> </ul>	Sandoval
Metro Authority Report ( <i>April</i> )	Chalifoux
Budget Amendments – 2 <sup>nd</sup> Quarter	Cargo, Sandoval
Budget Amendments – 3 <sup>rd</sup> Quarter	Cargo, Sandoval
Budget Amendments – Final in December	Cargo, Sandoval
2018 Budget <ul style="list-style-type: none"> <li>➤ 08-28 – Budget policies submitted to the Board</li> <li>➤ 08-31 – Initial department director meeting</li> <li>➤ 10-17 – Department directors submit initial figures</li> <li>➤ 10-24 – Department directors complete final draft</li> <li>➤ 11-01 – Board holds budget work session</li> <li>➤ 11-13 – SAD Hearing</li> <li>➤ 11-13 – Final Approval of 2018 Budget</li> </ul>	Cargo, Department Directors 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 <sup>st</sup> )	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 <sup>st</sup> )	Sandoval
Census wage survey (preparation for upcoming 2020 Census)	Sandoval
Purchase chip credit card readers (2)	Sandoval
<b>FIRE/RESCUE</b>	
<b>PROJECT OR TASK</b>	
<b>RESPONSIBLE EMPLOYEE(S)</b>	
Fire Prevention Open House – October 10 <sup>th</sup>	Gerencer, Peterson
2016 commercial inspection program (102 completed of 180)	Kruger, Marshall, DeDoes
2016 Private road inspections (126 inspected of 126)	Peterson
Team 911 Academy June 19 <sup>th</sup> – 23 <sup>rd</sup>	Peterson, Gerencer
Equipment Purchases: <ul style="list-style-type: none"> <li>➤ IO drill set (\$800)</li> <li>➤ Six pagers (\$3,000)</li> <li>➤ Four winter coats (\$1,200)</li> <li>➤ Four sets of turn-out gear (\$9,600)</li> </ul>	Gerencer, Schrader, Schweitzer
Building & Grounds Maintenance: <ul style="list-style-type: none"> <li>➤ Reseal roof</li> <li>➤ Replace exterior lighting</li> </ul>	Gerencer, Schweitzer,

Replace elliptical machine – Exercise facility	Schweitzer
NOCH Ambulance Authority – Modify staffing model/agreement	Chief Hawke, Gerencer
Approve updated Support Emergency Operations Plan	Gerencer
<b>INFORMATION SYSTEMS</b>	
<b>PROJECT OR TASK</b>	<b>RESPONSIBLE EMPLOYEE(S)</b>
Development of Park Reservation & Payment System	Webtech
GHT server replacement	VerBerkmoes
Secure an agreement with 3 <sup>rd</sup> party (GHAPS/OC or OAISD) to host DR equipment ( <i>Agreement being drafted by legal</i> )	Cargo, VerBerkmoes
Purchase 2 <sup>nd</sup> server configuration for DR at 3 <sup>rd</sup> 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) ( <i>postponed to 2017</i> )	VerBerkmoes, EGL
Hire/contract with new IT Support Firm ( <i>April 1<sup>st</sup> deadline</i> )	Cargo, VerBerkmoes
<b>LAW ENFORCEMENT</b>	
Purchase miscellaneous equipment: <ul style="list-style-type: none"> <li>➤ Replace Speed Trailer (\$9,800)</li> <li>➤ Two GORE-TEX Jackets (\$700)</li> <li>➤ Two Replacement Tasers (\$2,200)</li> <li>➤ Two Preliminary Breath Test devices (\$750)</li> </ul>	Cargo, Christiansen
<b>PARKS AND RECREATION</b>	
<b>PROJECT OR TASK</b>	<b>RESPONSIBLE EMPLOYEE(S)</b>
NORA Recreation Plan & Survey	NORA Board
Witteveen Property Clean-up <ul style="list-style-type: none"> <li>➤ <del>Invasive plant treatments</del></li> <li>➤ Arborist review / recommendation of plantation (2017)</li> <li>➤ <del>Remove exterior wire fences (168<sup>th</sup>/Sleeper June deadline – remainder by November)</del></li> <li>➤ <del>Additional Clean up of new trash site in wetland area</del></li> </ul>	Cardno Cargo, Cardno Glueck  Tlachae
Maintenance Projects, including: <ul style="list-style-type: none"> <li>➤ Barrier Free trail loop in Hofma &amp; re-graveling maintenance (\$150k)</li> <li>➤ <del>Update grills at Hofma Preserve (\$3,000) (ordered 4/1)</del></li> <li>➤ Re-roof three shelters at Pottawattomie (\$9,000)</li> <li>➤ Replace trail head sight at Hofma Park (\$4,000)</li> <li>➤ <del>Replace bike racks at Mercury, Hofma, and Pottawattomie (\$1,200) (ordered 4/1)</del></li> <li>➤ Replace Boardwalk to Hofma Preserve Viewing Tower (\$10,000)</li> <li>➤ In-line Hockey Rink repairs (or removal/replacement) (\$25,000)</li> <li>➤ In-line Hockey Rink fence repairs (or removal) (\$10,000)</li> <li>➤ Hofma Park road repairs (\$11,000)</li> <li>➤ Upgrade remaining park security cameras (\$10,000)</li> <li>➤ Install curb – east side of Pottawattomie volleyball court (\$5,000)</li> <li>➤ Replace Pottawattomie Park sign (\$10,000)</li> <li>➤ <del>Add recycled picnic tables at Hofma (\$6,800)</del></li> <li>➤ <del>Replace trash cans (\$9,000) (ordered 4/1)</del></li> <li>➤ <del>Replace 2002 Dodge pickup (\$35,000) (ordered 4/1)</del></li> </ul>	Tlachac & VerBerkmoes

➤ Stabilize Hofma Park retaining wall (\$7,500)	
Community Engagement—Wolfe & Witteveen Property (develop public proposals on the development of the park land) <ul style="list-style-type: none"> <li>✓ RFP and Bid opening April 20<sup>th</sup></li> <li>✓ June 14<sup>th</sup> Community Event</li> <li>✓ July 6<sup>th</sup> Special Meeting (Board, PC Parks Committee)</li> </ul>	Cargo
<b>PERSONNEL / HUMAN RESOURCES</b>	
<b>PROJECT OR TASK</b>	<b>RESPONSIBLE EMPLOYEE(S)</b>
Board Performance Evaluation of Superintendent	Board
Hire PT Human Resources supervisor	Cargo
Hire PT Fire/Rescue staff	Gerencer, Cargo
Hire Assessor ( <i>Chalifoux retirement</i> )	Cargo, Dumbrell
Changes to account for PT Deputy Treasurer ( <i>salary, hours, equipment, etc.</i> )	Cargo, Kieft
Employee recognition luncheon (December) <ul style="list-style-type: none"> <li>➤ Select caterer</li> <li>➤ Anniversary gifts and certificates</li> <li>➤ Program development</li> </ul>	Cargo, Larsen, Walsh
Annual Job Descriptions – review and amend <ul style="list-style-type: none"> <li>➤ Fire/Rescue</li> <li>➤ Public Works</li> <li>➤ Administration</li> <li>➤ Assessing/Accounting</li> <li>➤ Community Development</li> </ul>	Cargo, Department Directors
Annual Compensation Summaries	Dumbrell
Annual Driver's License Record Program Review	Dumbrell
Review Retiree Medicare Options (July)	Cargo, Dumbrell
Annual Pension Reconciliation – MERS	Sandoval
Annual Benefits Renewal Negotiations (September)	Cargo, Dumbrell
Annual Workers Compensation Review and Renewal (June)	Cargo, Dumbrell
Annual Property & Liability Renewal (October)	Cargo, Dumbrell
Hire Summer Help – Beach Attendant; 4 Parks Staff	Cargo, Walsh
Annual Background Checks (3rd Quarter)	Dumbrell
Complete Annual I 9 ( <i>Employment Eligibility Form</i> ) Review	Dumbrell
Modify Assessing department part-time Administrative Aide to full-time Administrative Aide	Chalifoux, Fedewa, Cargo
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, Dumbrell
Change over for employee defined contribution and 457 plan options (John Hancock to MERS)	Cargo, Sandoval, Chalifoux
Policy change to account for overtime	Cargo, Sandoval

Modify performance evaluations (development plans)	Cargo, Dumbrell
<b>SANITARY SEWER</b>	
<b>PROJECT OR TASK</b>	<b>RESPONSIBLE EMPLOYEE(S)</b>
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"> <li>➤ Upgrade SCADA at one pump station (\$10k)</li> <li>➤ Replace pickup (\$7.5k – 70% paid by Water Fund) (ordered 4/1)</li> <li>➤ <del>Hand held meter reader/programmer (\$2.4k – 70% paid by Water Fund)</del></li> </ul>	Tlachac, VerBerkmoes
Brucker Beach Woods sewer special assessment contract	Fedewa, Bultje
<b>STORM SEWER</b>	
<b>PROJECT OR TASK</b>	<b>RESPONSIBLE EMPLOYEE(S)</b>
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"> <li>➤ <del>Complete Master Drain maps for GHT (August 2016)</del></li> <li>➤ Project (<i>identify orphan drains, BOD hearings, etc.</i>)</li> </ul>	Cargo, P&N, Water Resources Commissioner <del>Water Resources Commissioner</del> Consultant, Cargo
<b>STREETS AND ROADS \ TRANSPORTATION</b>	
<b>PROJECT OR TASK</b>	<b>RESPONSIBLE EMPLOYEE(S)</b>
<del>Township Funded Road Maintenance – Resurfacing (\$150k from GF and \$261k from Municipal Street Fund)</del> <ul style="list-style-type: none"> <li>✓ <del>Dust Control Contract (\$33k)</del></li> <li>✓ <del>Street Maintenance OCRC Contract (\$473k)</del></li> <li>✓ Crack Sealing (\$10k)</li> </ul>	Cargo
<del>Harbor Transit – Transfer (\$370k)</del>	<del>Sandoval, Chalifoux</del>
Collaborate with City, DDA and Health Pointe on Robbins Road stripping and traffic signal upgrade ( <i>complete by July 2018</i> )	Cargo, McGinnis
Private road exception – Hesselsweet	Cargo
Private road exception – Boet	Cargo
<b>VEHICLES</b>	
<b>PROJECT OR TASK</b>	<b>RESPONSIBLE EMPLOYEE(S)</b>
Replace two pick-ups and one van (and one SUV totaled in an accident) through State Bid/Purchasing Program (\$120k)	VerBerkmoes
<b>WASTE MANAGEMENT</b>	
<b>PROJECT OR TASK</b>	<b>RESPONSIBLE EMPLOYEE(S)</b>
Christmas tree collection program	Tlachac
Spring yard waste collection program	Tlachac
Fall yard waste collection program	Tlachac
<b>WATER</b>	
<b>PROJECT OR TASK</b>	<b>RESPONSIBLE EMPLOYEE(S)</b>
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 (\$13k)	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 @ 178 <sup>th</sup> (\$22k)	VerBerkmoes
MXU Replacement Program (5 years) ( <i>completed about 1,000 of 1,100+</i> )	VerBerkmoes
<b>ZONING / DEVELOPMENT PROJECTS</b>	
<b>PROJECT OR TASK</b>	<b>RESPONSIBLE EMPLOYEE(S)</b>
Re-Draft of Zoning Ordinance with McKenna Associates ( <i>second meeting scheduled for June 29<sup>th</sup></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>misc items need to be addressed—very close to having a public hearing</i> )	Fedewa
ZBA Applications ( <i>4 for 2017—two of which scheduled for 6/27/17</i> )	Fedewa
Service Level Agreement with Ottawa County for GIS services	Fedewa
Brueker Beach Woods Site Condos—Original & Amendment	Fedewa
Schultz Landscaping – Site Plan Review for Expansion ( <i>\$50 citation to be issued, expect application by end of June</i> )	Fedewa
Seaver Finishing—Parking Lot Expansion	Fedewa
Temporary Land Use—Jackson Merkey Concrete Recycling	Fedewa
SpartanNash SLU Gas Station	Fedewa
SLU Outdoor Ponds ( <i>1 for 2017</i> )	Fedewa
SLU Single Family in Ag District ( <i>1 for 2017</i> )	Fedewa
Rezoning ( <i>0 for 2017</i> )	Fedewa
Cech Soil Removal—Yearly Compliance Review	Fedewa
SLU Ag in RR District ( <i>1 for 2017, with another expected to be submitted</i> )	Fedewa
Stonewater – Phase 1 Subdivision Platting ( <i>at final preliminary plat phase</i> )	Fedewa



## Manager's Memo

DATE: June 22, 2017  
TO: Township Board  
FROM: Bill Cargo  
RE: Capital Purchasing Procedures

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As you may recall, at the end of the last Board meeting, a question was raised regarding the Township's procedures for capital purchases.

I would begin by noting that the Township has a very specific policy regarding capital expenditures – which is **Section 5.11** of the Administrative Policies and Procedures Manual. (*See attached.*) In summary, the Section 5.11 requires the following:

- ✓ Budgeted purchases **under** ↓ **\$2,500** only require verbal quotes;
- ✓ Budgeted purchase **between \$2,500 and \$15,000** require three written quotes;
- ✓ Budgeted purchased **above** ↑ **\$15,000** require sealed bids, which are opened publicly.

With regard to the quotes for the electrical services to install the exterior lighting at the Administrative/Public Services buildings, it is important to note that the budgeted cost estimate was **\$10,000** – which only require three written quotes.

Even so, to ensure the best price, VerBerkmoes posted the “Request for Proposal” (RFP) package on “*Dodge Reports and Builders Exchange*” and sent invites to all electrical contractors on the Township's BS&A database. This RFP included a specific end date and time to receive proposals – and five (5) of the RFP packages were returned.

Unfortunately, because VerBerkmoes was unavailable at the time the RFP submission was closed and because this RFP was expected to be under the \$15k limit ... he postponed the opening until a more convenient time.

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

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## 5.11 CAPITAL PURCHASING

### 5.11a WRITTEN QUOTATIONS

Any purchase for goods or services exceeding a contract cost of \$2,500 shall require the Department Head to obtain at least three written quotations on identical or similar pieces of equipment. (Quotes are not required for professional services relationships including Engineering, legal, audit, or similar services approved by the Board.)

A Department Head may request permission from the Township Superintendent to waive the written quote requirements when there is only one known supplier (e.g. water meters, fire hydrants, etc.) or there is some other compelling reason to waive the requirements or accept a contract on an other than cost basis. If approved, the Township Superintendent shall notify the Township Board within five (5) business days in writing of the decision to waive the written quote requirements.

### 5.11b SEALED BIDS

Any purchase for goods or services exceeding an estimated contract cost of \$15,000 shall require the solicitation of sealed bids. The Department Head, in consultation with the Township Superintendent, shall develop the bid specifications. Bid specifications shall be approved by the Township Board. (Bids are not required for professional services relationships including Engineering, legal, audit, or similar services approved by the Board.)

The Township Superintendent may request permission from the Township Board to waive the sealed bid procedures when there is a compelling reason to waive the requirements.

The invitation to bid or request services shall be published at least once in the Grand Haven Tribune and either the Muskegon Chronicle or the Lakeshore Edition of the Grand Rapids Press and shall be sent to known vendors or other parties who have notified the Township of their interest in submitting bids on the goods or services being purchased.

Sealed bids shall be opened at the Township offices at a preannounced date and time, and any interested party may be present for the bid opening. The Department Head purchasing the goods or service shall be present for the bid opening.

Only the Township Board may award a bid for goods or services. The criteria for awarding bids shall be as follows:

1. Cost
2. Sufficiency of Equipment
3. Reliability
4. Maintenance Costs

5. Insurance
6. References
7. Good Communications

Any Board member or Department Head who has any ownership or other interest in a company submitting a bid shall disclose the conflict of interest to the Board, and that Official shall not participate in awarding the bid.



## Superintendent's Memo

DATE: June 22, 2017  
TO: Township Board  
FROM: Bill Cargo  
RE: 2017-2020 Financial Audit Services

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Attached, please find the following:

1. A proposal from Vredeveld Haefner, LLC to continue to provide the Township's financial audit for the 2017 through 2020 fiscal years. (*A separate engagement letter will be signed each of the next four years with the firm, which will allow the audit services to be discontinued, if desired.*)
2. A copy of Vredeveld Haefner's governmental client list; and,
3. A copy of the most recent peer review report of the firm.

In 2009, GHT bid services for the annual financial audit. The low bid was from Vredeveld Haefner, a firm that specializes in governmental accounting with over forty-six years of experience among the two owners – Vredeveld and Haefner.

I am recommending that the proposal from Vredeveld Haefner, LLC be continued for the following reasons:

- ✓ Because pursuant to Section 511b of the Administrative Policies and Procedures Manual, bids are not required for professional services – including audit services – that are approved by the Board;
- ✓ Because the firm has done an exemplary job over the previous eight years and has established an effective and professional relationship with the finance staff; and,
- ✓ Because this proposal – eight years later – is still lower than the second lowest bid from 2009.

To approve the proposal with Vredeveld Haefner LLC, the following motion can be offered:

**Approve a four-year proposal with Vredeveld Haefner LLC to provide the annual financial audit for the Township and to authorize the Superintendent to execute the annual engagement letters, unless a majority of the Township Board expresses a lack of confidence with the firm.**

If there are any questions or comments, please contact me at your convenience.



*Vredeveld Haefner LLC*  
CPA's and Consultants  
4001 Granada Ct.  
Grand Rapids, MI 49534  
FAX (616) 828-0307

Douglas J. Vredeveld, CPA  
(616) 446-7474  
Peter S. Haefner, CPA  
(616) 460-9388

May 25, 2017

Grand Haven Charter Township  
Bill Cargo, Superintendent  
13300 168th Avenue  
Grand Haven, MI 49417

We appreciate working with you for the past several years and thank you for the opportunity to provide this proposal to continue our services.

We understand the scope of the work to be an audit of your financial statements in accordance with generally accepted auditing standards, assistance with preparation of the Township's financial statements, and applicable communications with management and the Township Board.

We propose the following fees for Grand Haven Charter Township for the years ended December 31:

	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Audit of Financial Statements	\$12,750	\$12,750	\$13,000	13,250

Our estimated staffing mix is as follows:

Partner hours	45%
Associate hours	55%

Fees are based on standard hourly rates plus out-of-pocket costs (such as travel, report reproduction, postage etc.) and our estimate of the time required for completion of the audit. Our fees are based on the presumption that the accounting records are reasonably adjusted and auditable. Any additional services requested to assist the Township will be discussed in advance with appropriate personnel and once agreed to, will be billed at an hourly rate to be negotiated with you. In the event a single audit is required, we will negotiate a fee with you which will be dependent on the type of program being audited.

You are a valuable client to our firm and we desire to continue working with you. In exchange for a multi-year commitment, we have kept our fee structure for 2017 and 2018 at the same level as the 2016 audit. We will absorb the cost of any new standards to be implemented over the next four years as well as inflationary increases which may occur over the next two years.

*Specializing in services to governmental and nonprofit entities*

We are committed to **provide superior service and expertise to governmental entities by specializing in working with the governmental community.** We believe the first key component to providing superior service is our understanding of your operations. We have worked with many governmental entities and bring significant experience and expertise to you. A second component to service is that **the firm's partners will work directly with you throughout the year.** An important factor which differentiates our firm from others is that **we always have a partner in the field** on each engagement. This gives you the assurance that you will actually work directly with the individuals who have the experience and expertise.

We look forward to continuing to serve as the as the independent Certified Public Accountants for Grand Haven Charter Township. We would be happy to answer any questions on any aspect of our firm, our capabilities or the proposal. Feel free to call Doug or Peter with any questions you may have.

Thank you for considering Vredeveld Haefner LLC.

Sincerely,  
Vredeveld Haefner LLC

A handwritten signature in black ink, appearing to read "D. J. Vredeveld", written in a cursive style.

Douglas J. Vredeveld, CPA, CGFM  
Partner

**VREDEVELD HAEFNER LLC**  
**CLIENT LISTING - GOVERNMENTAL ENTITES**

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**Audit Services**

Ottawa County  
Ottawa County Central Dispatch Authority  
Ottawa County Drain Commission  
Ottawa County Insurance Authority  
Ottawa County Public Utilities  
West Michigan Enforcement Team  
Emmet County  
City of Belding  
City of Carson City  
City of Cedar Springs  
City of East Grand Rapids  
City of Grand Haven  
City of Grandville  
City of Ionia  
City of Kentwood  
City of Lowell  
City of Mount Pleasant  
City of Muskegon Heights  
City of Norton Shores  
City of Reed City  
City of Rockford  
City of South Haven  
City of Traverse City  
City of Walker  
Cascade Charter Township  
Comstock Charter Township  
Georgetown Charter Township  
Grand Haven Charter Township  
Jamestown Charter Township  
Martin Township  
Plainfield Charter Township  
St. James Township  
Texas Charter Township  
Village of Suttons Bay  
Village of Spring Lake  
Godfrey-Lee Public Schools  
Kent City Public Schools  
Montague Area Public Schools  
Walkerville Public Schools  
New Branches Charter Academy  
Kent County Road Commission  
Ottawa County Road Commission  
Grand Traverse County Road Commission  
Grand Valley Metropolitan Council  
Macatawa Area Coordinating Council  
Grand Haven Board of Light & Power  
Traverse City Board of Light & Power  
Lowell Light and Power  
Allegan District Library  
Lake Odessa Community Library  
Loutit District Library  
Reed City Area District Library  
Tamarack District Library  
White Pine District Library  
South Haven Area Emergency Services  
Grand Haven Harbor Transit System  
Grand Haven-Spring Lake Sewer Authority  
Northwest Ottawa Water System  
North Kent Sewer Authority  
Ionia Regional Utility Authority  
West Michigan Regional Water Authority  
Cedar Springs Area Parks and Recreation  
South Haven Area Recreation Authority

**Other Services Provided**

Muskegon County  
Muskegon Area Transit System  
City of Hudsonville  
City of Wyoming  
City of Douglas  
Holland Board of Public Works  
Kalamazoo Regional Water Authority  
Village of Middleville  
Spring Lake Township  
Western Michigan Health Insurance Pool



Certified Public Accountants

5820 N. Canton Center, Suite 165  
Canton, Michigan 48187  
734-414-7620  
email: ringoapca@ringoapcas.com

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## System Review Report

October 25, 2016

To the Shareholders of Vredeveld Haefner LLC  
and the Peer Review Committee of the Michigan Association of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Vredeveld Haefner LLC. (the firm) in effect for the year ended June 30, 2016. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary).

As required by the standards, an engagement selected for review included an audit of an employee benefit plan and engagements performed under *Governmental Auditing Standards*.

In our opinion, the system of quality control for the accounting and auditing practice of Vredeveld Haefner LLC in effect for the year ended June 30, 2016, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Vredeveld Haefner LLC has received a peer review rating of *pass*.

A handwritten signature in cursive script that reads "Ringo &amp; Associates, PC".

Ringo & Associates, PC



# Community Development Memo

DATE: June 22, 2017  
TO: Township Board  
FROM: Stacey Fedewa, Community Development Director  
RE: Stonewater Subdivision No. 1 – Final Preliminary Plat

## BACKGROUND

The Stonewater PUD was approved on September 12, 2016. Phase 1 of the mixed-residential development consists of 31 single-family lots within a platted subdivision. The Land Division Act and Township Subdivision Control Ordinance govern the platting process.

## PLATTING PROCESS

Platting consists of a 4-step process, which is described below along with pertinent details. Generally, because the project was initially approved through a PUD the Township's obligation is just to ensure the proposed plat is consistent with the plans that were approved in September 2016, and **staff has confirmed the plans are identical.**

### ~~1. Tentative Preliminary Plat Approval~~

- Planning Commission must hold a public hearing and make a recommendation to approve or disapprove (*recommended for approval on 1/17/2017*)
- Township Board must tentatively approve or disapprove the Plat (*approved 1/23/2017*)

### ~~2. Construction Plan Approval~~

- Staff reviews infrastructure plans and submits for permitting (*permits issued*)

### 3. Preliminary Plat for Final Approval

- Township Board must approve or reject the Plat
  - If approved, the developer can begin installing infrastructure

### 4. Final Plat Approval

- Township Board must approve if Final Plat substantially conforms to the Preliminary Plat

## SAMPLE MOTIONS

If the Township Board finds the application meets the applicable standards, the following motion can be offered:

**Motion to approve** the Final Preliminary Plat for Stonewater Subdivision No. 1 based on the application meeting applicable requirements and standards set forth by the Grand Haven Charter Township Subdivision Control Ordinance.

If the Township Board finds the application does not meet the applicable standards, the following motion can be offered:

**Motion to disapprove** the Final Preliminary Plat for Stonewater Subdivision No. 1 because the application does not meet the applicable requirements and standards set forth by the Grand Haven Charter Township Subdivision Control Ordinance.

Please contact me prior to the meeting with questions or concerns.



**STONEWATER**  
FINAL PRELIMINARY PLAT





June 15, 2017

Ms. Stacey Fedewa  
Planning and Zoning Official  
Grand Haven Township  
13300 168th Avenue  
Grand Haven, MI 49417

RE: Stonewater – Final Preliminary Plat  
Grand Haven Township, Ottawa County, Michigan

Dear Ms. Fedewa:

Included with this cover letter, please find ten (10) copies of the items listed below that are being submitted for Final Preliminary Plat review for Stonewater. Each submittal contains the following:

1. Property Location Map
2. Sec. 112-119 Checklist
3. Agency Approval Letters
4. Plat Restrictions
5. Final Preliminary Plat

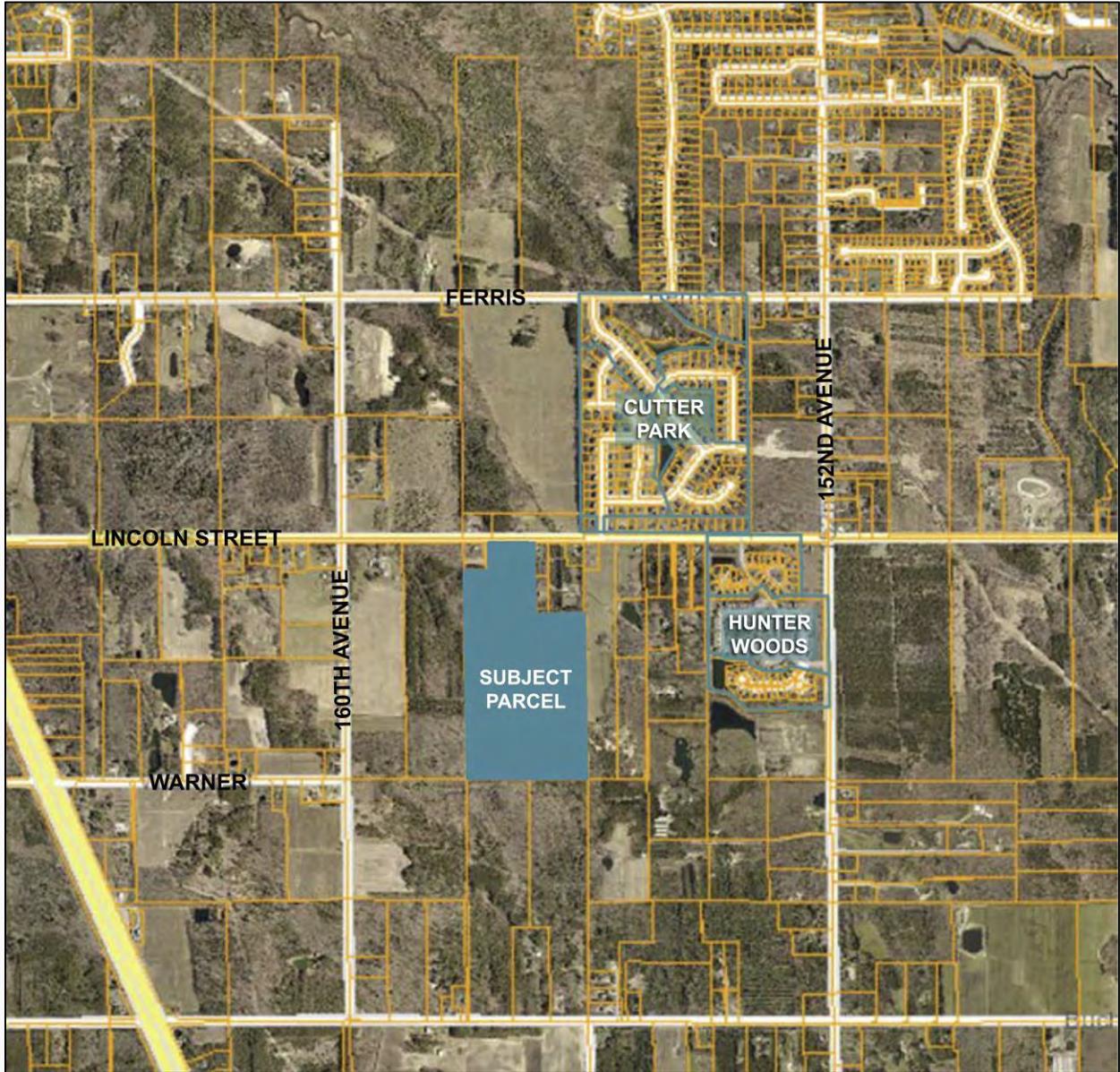
These items are being submitted for review and approval at the June 26, 2017 Township Board meeting. If you have any questions or require additional information, please call me at (616) 575-5190 or via email at [rpulaski@nederveld.com](mailto:rpulaski@nederveld.com).

Sincerely,

A handwritten signature in blue ink, appearing to read "Rick Pulaski".

Rick Pulaski, P.E.  
Director of Planning

**LOCATION MAP**  
STONEWATER FINAL PRELIMINARY PLAT





**STONEWATER  
PRELIMINARY PLAT APPROVAL CHECKLIST**

<b>STEP</b>	<b>DESCRIPTION</b>
Sec. 112	Tentative municipal preliminary approval granted with Planning Commission on January 17, 2017 and with the Township Board on January 23, 2017 .
Sec. 113	Ottawa County Road Commission granted preliminary approval on January 21, 2016 .
Sec. 114	Ottawa County Water Resources Commissioners office granted preliminary approval on December 18, 2015.
Sec. 115	Approval from MDOT is not applicable since none of the proposed subdivision includes or abuts a state trunk line highway, or includes streets or roads that connect or lie within the right of way of state trunk line highways.
Sec. 116-117	MDEQ granted preliminary approval on June 7, 2017.
Sec. 118	Approval from Ottawa County Health Department is not applicable since public water and sewers are available and accessible to the land proposed to be subdivided.
Sec. 119	Ottawa County Plat Board granted tentative approval to the preliminary plat on January 19, 2016.

MEETING MINUTES  
GRAND HAVEN CHARTER TOWNSHIP  
PLANNING COMMISSION  
JANUARY 17, 2017

I. CALL TO ORDER

Cousins called the meeting of the Grand Haven Charter Township Planning Commission to order at 7:00 p.m.

II. ROLL CALL

Members present: Cousins, Kieft, Taylor, Wilson, Reenders LaMourie, Chalifoux, and Wagenmaker

Members absent: Robertson

Also present: Fedewa and Attorney Bultje

**Without objection**, Cousins instructed Fedewa to record the minutes.

III. PLEDGE TO THE FLAG

Cousins welcomed Wagenmaker to the Planning Commission and noted that he had not been sworn in yet as a member. Therefore, he will not participate with motions during the meeting.

IV. APPROVAL OF MINUTES

**Without objection**, the minutes of the December 14, 2016 meeting were approved.

V. CORRESPONDENCE – None

VI. PUBLIC COMMENTS ON AGENDA ITEMS ONLY

VII. PUBLIC HEARING

A. Special Land Use – Outdoor Pond – Voss

Cousins opened the public hearing at 7:02pm.

Fedewa provided an overview through a memorandum dated January 12<sup>th</sup>.

The applicant, Bryan Voss, and Westshore Consulting engineer, Wade VandenBosch, were present and available to answer questions:

- Previous owner clear-cut property and they are trying to rectify the damage and make their land attractive again.

There being no public comment Cousins closed the public hearing at 7:08pm.

B. Tentative Preliminary Plat – Stonewater Subdivision No. 1

Cousins opened the public hearing at 7:08pm.

Fedewa provided an overview through a memorandum dated January 12<sup>th</sup>.

The developers engineer, Rick Pulaski from Nederveld, was present and available to answer questions.

There being no public comment Cousins closed the public hearing at 7:10pm

VIII. OLD BUSINESS

A. Special Land Use – Outdoor Pond – Voss

Kieft requested staff to provide an explanation on the sand mining operation that occurred on the property in early 2016. Fedewa explained the property owner was selling sand from the same area as the proposed pond. The owner was not aware such an activity required a permit. Staff worked with the owner, and engineering firm, and determined the material that was removed was under 2,500 cubic yards. Therefore, it was eligible to be permitted administratively. Fedewa issued a zoning permit for the activity and assessed an after-the-fact fee for failing to obtain a permit before the activity commenced. Ultimately, the mining operation does not impact the Outdoor Pond application.

**Motion** by Wilson, supported by Chalifoux, to **approve** the Outdoor Pond Special Land Use application for 16575 Lake Michigan Drive, based on the application meeting applicable requirements and standards set forth by the Grand Haven Charter Township Zoning Ordinance. This motion is subject to, and incorporates, the following report. **Which motion carried unanimously.**

Report

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 Planning Commission 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 Planning Commission 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. All loading and unloading areas and outside storage areas, including areas for the storage of trash, which face or are visible from residential districts or public streets, are screened.
- M. Entrances and exits are provided at appropriate locations so as to maximize the convenience and safety for persons entering or leaving the site.
- N. The site plans conform to all applicable requirements of County, State, Federal, and Township statutes and ordinances.
- O. The general purposes and spirit of this Ordinance and the Master Plan of the Township are maintained.

**B. Tentative Preliminary Plat – Stonewater Subdivision No. 1**

**Motion by LaMourie, supported by Wilson, to recommend the Township Board approve the Tentative Preliminary Plat for Stonewater Subdivision No. 1 based on the application meeting applicable requirements and standards set forth by the Grand Haven Charter Township Subdivision Control Ordinance. Which motion carried unanimously.**

**IX. REPORTS**

**A. Attorney Report**

- Bultje provided a summary of the NOCH lawsuit.

**B. Staff Report – None**

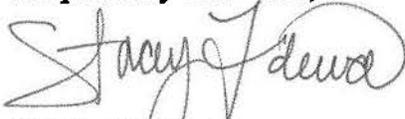
**C. Other**

**X. EXTENDED PUBLIC COMMENTS ON NON-AGENDA ITEMS ONLY – None**

**XI. ADJOURNMENT**

**Without objection, the meeting adjourned at 7:19 p.m.**

Respectfully submitted,



**Stacey Fedewa**  
Acting Recording Secretary

**GRAND HAVEN CHARTER TOWNSHIP BOARD  
MONDAY, JANUARY 23, 2017**

**WORKSESSION – 6:05 p.m.**

1. Staff presented the 2017 Project List. The Board reviewed the plan and asked the following:
  - a. Is there FEMA money available for Emergency Response training? Staff will check with the Ottawa County Emergency Management Director and email a response to the full Board.
  - b. Add regulation of short-term rentals to the project list.
  - c. Add creation of a Pathway Account / budget amendment to the project list.
2. Staff presented the current draft of the 2017/18 Business Plan to the Board. The Board had preliminary discussions on the use of the General Fund undesignated surplus and requested that staff schedule a special meeting with a facilitator to review options (*e.g., designate the surplus for future park improvements; increase street maintenance; increase SAD donation for paving of 168<sup>th</sup> Avenue north of Lake Michigan Drive, etc.*)

**REGULAR MEETING**

**I. CALL TO ORDER**

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

**II. PLEDGE TO THE FLAG**

**III. ROLL CALL**

**Board members present:** Reenders, Gignac, Redick, Larsen and Kieft.

**Board members absent:** Meeusen, Behm,

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

**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 January 5, 2017 Special Board Minutes (*as amended at the meeting*)
2. Approve January 9, 2017 Board Minutes
3. Approve Payment of Invoices in the amount of \$316,693.61 (A/P checks of \$222,953.75 and payroll of \$93,739.86)

**Motion** by Trustee Redick and seconded by Trustee Gignac to approve the items listed on the Consent Agenda with the proposed amendments to the Special Board meeting minutes. **Which motion carried.**

VI. OLD BUSINESS

1. **Motion** by Treasurer Kieft supported by Trustee Gignac to approve and adopt Resolution 17-01-02 that clarifies how Grand Haven Charter Township calculates overtime. **Which motion carried** pursuant to the following roll call vote:

Ayes: Larsen, Gignac, Kieft, Redick, Reenders

Nays:

Absent: Meeusen, Behm

2. **Motion** by Trustee Gignac, supported by Trustee Redick to an amendment to Assessing Administrative Assistant job description to include Permit Technician duties and to update the status to a regular, full-time, non-exempt; and promote Ashley Larrison to this new position at Grand 2 Level 9 salary. **Which motion carried.**

VII. NEW BUSINESS

1. **Motion** by Clerk Larsen, supported by Treasurer Kieft to approve the Tentative Preliminary Plat for Stonewater Subdivision No. 1 based on the application meeting applicable requirements and standards set forth by the Grand Haven Charter Township Subdivision Control Ordinance. **Which motion carried.**

VIII. REPORTS AND CORESPONDENCE

a. Correspondence was reviewed

b. Committee Reports

i. The Personnel Committee will meet on Tuesday, February 7 at 7:30 a.m.

c. Manager's Report

d. Others

IX. PUBLIC COMMENTS

None

X. ADJOURNMENT

**Motion** by Trustee Redick and seconded by Trustee Gignac to adjourn the meeting at 7:22 p.m. **Which motion carried.**

Respectfully Submitted,

Laurie Larsen  
Grand Haven Charter Township Clerk

Mark Reenders  
Grand Haven Charter Township Supervisor

# **OTTAWA COUNTY ROAD COMMISSION**

## **Regular and Committee of the Whole Meeting**

**January 21, 2016**

The Committee of the whole of the Board of County Road Commissioners met on Thursday, January 21, 2016 and called to order at 8:30 A.M. by Chairman Elhart.

**Present:** Commissioners Bird, Elhart, Gajewski, Grifhorst, Miedema, Manager Laughlin, Utility Director Staskiewicz, and Secretary Mikita

**Absent:** None

The Board reviewed and audited vouchers for January 21, 2016.

At 9:00 a.m. the regular meeting was called to order. All present as before.

Commissioner Miedema moved to amend the agenda as presented to add action item for the proposed Holland BPW steel pole location request, seconded by Commissioner Grifhorst and carried.

Commissioner Miedema moved to approve minutes of January 7, 2016, seconded by Commissioner Bird and carried.

Commissioner Grifhorst moved to approve payment of bills in the amount of \$981,242.53, seconded by Commissioner Gajewski and carried as shown by the following roll call vote:

**Yeas:** Commissioners Bird, Elhart, Gajewski, Grifhorst, and Miedema

**Nays:** None

Bill Clear addressed the Board regarding the proposed project on Ottawa Beach Road in Park Township.

Laura Harris addressed the Board regarding cyclist interests in the county.

Representatives of Holland BPW joined the meeting to request a permit to place a steel pole within the 40 foot public right-of-way of Michigan Street in Holland Township. After consideration and discussion, Commissioner Bird moved to authorize staff to issue the required permit subject to the understanding that the pole will be removed at Holland BPW expense for any road or drainage improvements, seconded by Commissioner Miedema and carried.

**Commissioner Grifhorst moved to approve the preliminary plat of Stonewater, located in Grand Haven Township as submitted, seconded by Commissioner Miedema and carried.**

Commissioner Bird moved to award the low bid of Tree Works, Inc. in the amount of \$23,407.00 for tree removal on 48<sup>th</sup> Avenue in Allendale Township, seconded by Commissioner Miedema and carried.



**County of Ottawa**  
*Office of the Water Resources Commissioner*

**Joe Bush**  
*Water Resources Commissioner*

**Linda S. Brown**  
*Chief Deputy*

12220 Fillmore Room 141 West Olive, MI 49460  
waterresourcescommissioner@miottawa.org

Phone (616) 994-4530  
Fax (616) 994-4529

December 18, 2015

Mr. Dale Kraker  
Kensington Realty Group, Inc.  
3115 Railway Drive  
Byron Center, MI 49315

RE: Stonewater – Preliminary Plat Drainage Approval  
NW¼ Section 14, Grand Haven Charter Township

We have reviewed the preliminary plan for the above referenced project as submitted by Mr. Rick Pulaski, P.E., of Nederveld, Inc., dated December 4, 2015. This 20-acre development borders two (2) County Drains: the Kolberg and the Ross. Due to the relative grades, the detention pond overflow route shall be directed northeasterly towards the Ross Drain.

In 2008, we granted preliminary and construction plan approvals for this property, then being developed as Watermark Place Condominiums. The overall storm water management plan now being proposed is very similar to what had been approved at that time.

Based on our review, OCWRC hereby grants Preliminary Plat Drainage Approval for Stonewater. Construction plan approval shall not be issued until OCWRC has received and reviewed acceptable plans and storm water calculations. Construction plan review fees shall be calculated by the developer's engineer per the current fee schedule at the time of submittal.

Final approval shall be granted only after receiving and reviewing all final documents, and payment of all applicable fees incurred.

If you have any questions, please contact me at (616) 994-4530.

Sincerely,

Joe Bush  
County of Ottawa  
Water Resources Commissioner

JB/dc

c: Mr. Rick Pulaski, P.E., Nederveld, Inc.  
Ms. Stacey Fedewa, Grand Haven Charter Township  
Mr. John Gutierrez, P.E., OCRC



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF ENVIRONMENTAL QUALITY  
LANSING



C. HEIDI GREYER  
DIRECTOR

June 7, 2017

Mr. Randal J. Vugteven, P.L.S.  
Nederveld  
217 Grandville Avenue, SW, Suite 302  
Grand Rapids, Michigan 49503

Dear Mr. Vugteven:

SUBJECT: File No. HN5-958X-5A62B; Stonewater Subdivision Phase 1; Detention Ponds;  
Section 14, T7N, R16W; Grand Haven Township; Ottawa County

The preliminary plat of Stonewater Subdivision Phase 1, which includes lots 1 through 31, is conditionally approved by the Department of Environmental Quality (DEQ) under Sections 116 and 117 of the Land Division Act, 1967 PA 288, as amended (Act 288). This conditional approval is valid for a period of two years unless otherwise notified.

The Detention Ponds have an area of less than five (5) acres each; therefore, the establishment of the 100-year floodplain is not required under Section 117 of the Land Division Act, 1967 PA 288, as amended.

**No permit is granted by this letter.** A permit is required from the DEQ prior to any construction, filling, or excavation within a floodplain, wetland, or below the ordinary high water mark of a stream. A permit application form is available upon request or can be downloaded from the DEQ's website at [www.michigan.gov/jointpermit](http://www.michigan.gov/jointpermit). Note that the \$500 fee paid for this review may be credited toward future Water Resources Division permit fees related to this project.

Please note the following must be accomplished before we can recommend approval of the final plat by the Department of Licensing and Regulatory Affairs (LARA):

1. Copies of any necessary DEQ permits are submitted to this office.
2. A revised preliminary plat is submitted to this office for review if any significant revisions are made.

Mr. Randal J. Vugteven

Page 2

June 7, 2017

One copy of the preliminary plat with our "No Objection under Sections 116 & 117 of PA 288" noted is being returned with this letter. If you have any questions, or if we can be of further assistance, please contact me.

Sincerely,



Mario Fusco, Jr., P.E.  
Subdivision Floodplain Program  
Water Resources Division  
517-284-5578

Enclosures: Preliminary Plat

cc: Ottawa County Plat Board  
Grand Haven Township Clerk  
Grand Haven Township Building Official  
Mr. Dale Kraker, Developer  
Mr. Michael Barger, LARA (w/plat)  
Ms. Audrie Kirk, DEQ - Grand Rapids (electronic)  
Mr. Matthew Occhipinti, DEQ - Grand Rapids (electronic)



# COUNTY OF OTTAWA

## CLERK / REGISTER OF DEEDS

[miOttawa.org/ClerkROD](http://miOttawa.org/ClerkROD)

**Justin F. Roebuck**  
County Clerk / Register of Deeds

**Sherri A. Sayles**  
Chief Deputy Clerk

**Rachel A. Sanchez**  
Chief Deputy Register of Deeds

January 19, 2016

Nederveld  
217 Grandville Ave SW Ste 302  
Grand Rapids, MI 49503

Attention: Rick Pulaski, P.E.

RE: Stonewater  
Section 14  
Grand Haven Township

Dear Mr. Pulaski:

The preliminary plat for Stonewater (Grand Haven Township, section 14), was received by the Ottawa County Plat Board and reviewed for information on January 19, 2015. The preliminary plat was approved. The Plat Board suggests that all open spaces have assigned responsible parties prior to submitting the final plat in an attempt to avoid future delays. Please be sure to give us a call if you have any questions at (616) 994-4510.

Sincerely,

Justin F. Roebuck  
Clerk Ottawa County Plat Board

JFR/ar

Circuit Court Records

414 Washington, Room 320

Grand Haven, MI 49417

616-846-8315

CCR / Family Division

12120 Fillmore St.

West Olive, MI 49460

616-786-4108

Elections Division

12220 Fillmore St., Room 130

West Olive, MI 49460

616-994-4535

Register of Deeds

12220 Fillmore St., Room 146

West Olive, MI 49460

616-994-4510

Vital Records

12220 Fillmore St., Room 130

West Olive, MI 49460

616-994-4531

**DECLARATION OF COVENANTS, RESTRICTIONS AND CONDITIONS  
FOR STONEWATER  
GRAND HAVEN TOWNSHIP, OTTAWA COUNTY, MICHIGAN**

**THIS DECLARATION** is made this \_\_\_\_ day of \_\_\_\_\_, 2017, by LINCOLN STREET HOLDINGS, LLC, a Michigan limited liability company, of 3115 Railway Drive, Byron Center, Michigan 49315 (“**Developer**”).

**RECITALS**

A. Developer is the owner of certain real property situated in Grand Haven Township, Ottawa County, Michigan legally described as follows:

Part of the Northwest 1/4, Section 14, Town 7 North, Range 16 West, Grand Haven Township, Ottawa County, Michigan, described as: Commencing at the North 1/4 corner of said section; thence N87°33'03"W 1041.44 feet along the North line of said section to the Point of Beginning; thence S01°29'52"W 50.01 feet parallel with the West line of the East 1/2 of the Northwest 1/4 of said section; thence S87°33'03"E 170.00 feet along the Southerly right-of-way line of Lincoln Street; thence S02°26'57"W 10.00 feet; thence N87°33'03"W 22.35 feet; thence Southwesterly 79.37 feet along a 50.00 foot radius curve to the left, said curve having a central angle of 90°57'05", and a chord bearing S46°58'24"W 71.30 feet; thence S01°29'52"W 99.14 feet; thence Southeasterly 70.69 feet along a 45.00 foot radius curve to the left, said curve having a central angle of 90°00'00", and a chord bearing S43°30'08"E 63.64 feet; thence S88°30'08"E 44.55 feet; thence Southeasterly 40.15 feet along a 25.00 foot radius curve to the right, said curve having a central angle of 92°00'47", and a chord bearing S42°29'45"E 35.97 feet; thence S03°17'58"W 92.62 feet; thence Southwesterly 0.91 feet along a 40.00 foot radius curve to the right, said curve having a central angle of 01°18'08", and a chord bearing S04°09'42"W 0.91 feet; thence S04°48'46"W 12.95 feet; thence Southwesterly 145.95 feet along a 300.00 foot radius curve to the right, said curve having a central angle of 27°52'27", and a chord bearing S18°45'00"W 144.51 feet; thence S32°41'14"W 103.09 feet; thence Southwesterly 31.65 feet along a 120.00 foot radius curve to the right, said curve having a central angle of 15°06'37", and a chord bearing S40°14'32"W 31.56 feet; thence S47°47'50"W 9.61 feet; thence Southwesterly 96.98 feet along a 115.39 foot radius curve to the left, said curve having a central angle of 48°09'13", and a chord bearing S25°36'52"W 94.15 feet; thence S01°29'52"W 217.67 feet; thence Southeasterly 88.43 feet along a 50.00 foot radius curve to the left, said curve having a central angle of 101°20'14", and a chord bearing S49°10'15"E 77.35 feet; thence Northerly 19.91 feet along a 128.27 foot radius curve to the right, said curve having a central angle of

08°53'35", and a chord bearing N84°36'25"E 19.89 feet; thence Southeasterly 59.97 feet along a 365.80 foot radius curve to the right, said curve having a central angle of 09°23'34", and a chord bearing S85°54'12"E 59.90 feet; thence S81°12'24"E 71.23 feet; thence S27°03'01"E 215.10 feet; thence Southwesterly 30.15 feet along a 60.00 foot radius curve to the left, said curve having a central angle of 28°47'31", and a chord bearing S25°28'39"W 29.83 feet; thence Southwesterly 254.76 feet along a 200.00 foot radius curve to the right, said curve having a central angle of 72°59'01", and a chord bearing S47°34'24"W 237.88 feet; thence S84°03'55"W 19.04 feet; thence Southwesterly 14.57 feet along a 110.00 foot radius curve to the right, said curve having a central angle of 07°35'15", and a chord bearing S87°51'33"W 14.56 feet; thence N88°20'50"W 43.99 feet; thence Southwesterly 19.68 feet along a 50.00 foot radius curve to the left, said curve having a central angle of 22°33'17", and a chord bearing S80°22'31"W 19.56 feet; thence N26°28'21"W 80.61 feet; thence N88°29'52"W 341.00 feet; thence N01°29'52"E 1000.37 feet along said West line; thence S87°33'03"E 285.00 feet; thence N01°29'52"E 330.00 feet; thence S87°33'03"E 15.00 feet along said North line to the Point of Beginning. Containing 12.14 acres

(the "**Property**"), and is developing the Property into Stonewater, a residential subdivision (hereinafter "**Stonewater**"), which may be expanded from time to time to include additional land in additional phases of platted developments. The Property is also hereinafter referred to as "**Phase I**".

B. Developer desires to impose certain protective covenants, restrictions and conditions on the Property for the purposes of ensuring that the Property will be used for those purposes to which is best suited and of preserving and improving the attractive features of the Property.

C. Owner desires to provide record notice of the existence of the Stonewater Property Owner's Association (the "**Association**"), a Michigan non-profit corporation composed of the owners of lots within Stonewater, as it may be expanded, and the owners of condominium units in Stonewater Condominiums, as it may be expanded, and to provide record notice of the Association's powers over certain portions of the Property, as well as certain portions of the land described on **Exhibit "D"** attached hereto, consisting of the Stonewater PUD, as approved by Grand Haven Township.

## PROVISIONS

In consideration of the foregoing, Developer imposes the following protective covenants, restrictions and conditions upon the Property, which protective covenants, restrictions and conditions shall run with, and benefit and burden the Property and shall be recorded as blanket encumbrances against the Property and shall be binding against the Developer, its successors and assigns, and all persons claiming under the Developer, their grantees, successors, heirs, personal representatives, administrators and assigns.

## **I. ARCHITECTURAL CONTROL.**

A. Architectural Review Committee. Developer reserves the right to establish an Architectural Review Committee (“**Committee**”) to consist of three (3) people to be appointed from time to time by the Developer, until the Developer delegates this power of appointment to the Association.

B. Architectural Restrictions. In order to assure harmonious and aesthetic development of building sites on the lots in the Property, no land may be graded and no building, driveway, fence, structure, antenna, above-ground electrical or other utility service, wall, or other structure or improvement may be made, modified, added to, altered or changed until the plans and specifications showing the nature, kind, color, shape, height, materials and location of the same shall have been submitted to and approved in writing by the Developer.

C. Developer’s Absolute Discretion. All construction of all buildings, structures and other improvements will be made only by residential home builders licensed by the State of Michigan and approved by the Developer and shall be done in accordance with the plans approved by the Developer pursuant to this Declaration.

The Developer may, upon a showing of practical difficulty, grant variances to the restrictions from time-to-time, but only to the extent and in such manner as not to violate the spirit and intent of the restrictions. The Developer shall have twenty-one (21) days from the date of receipt of all documents requested in order to evaluate and decide upon a proposal, proposed variance or other matter, but if the Developer fails to grant written approval within the twenty-one (21) day period, it shall be deemed to have rejected the request.

The Developer shall have the right to refuse to approve any plan, specification, proposal, requested variance or other matter submitted to it which is not suitable or desirable in its opinion for aesthetic or other reasons in the Developer’s absolute discretion. In passing upon such plans, specifications, proposals, requested variances and other matters, the Developer shall have the right to take into consideration the suitability of the proposed structure, improvement or modification, the lot upon which it is proposed to be constructed, the proposed building location within the lot, the locations of structures and improvements on the other lots, the degree of compatibility of the proposed improvement with those already existing in and planned for the Property and such other matters as the Developer, in its sole discretion, may deem significant.

If the Developer rejects an owner’s request for approval of a plan, specification, proposal, variance or other matter, promptly after such rejection the Developer shall serve on the owner a written explanation of the reasons for the rejection. The owner shall be entitled to revise and resubmit the request to the Developer one or more times.

## **II. BUILDING AND USE RESTRICTIONS.**

A. Except as specifically provided to the contrary, no lot shall be used for other than residential purposes. No building shall be erected, altered, placed, modified or permitted to remain on any other than one (1) single-family residential dwelling with at least a two-stall garage. No outbuilding shall be constructed on any lot without the prior written approval of the

Developer. No house shall be designed, constructed or remodeled for the purpose of housing more than one (1) family and no lot shall be used to house more than one (1) family.

B. A garage containing at least two (2), but not more than three (3), stalls will be attached to each house constructed on a lot in the Property.

C. Each house shall be built on a full basement foundation. No mobile or modular homes are permitted. Each house constructed on a daylight or standard lot shall be connected to the stormwater management system at the owner's expense.

D. Lot Owners shall be responsible for constructing the sidewalk located in front of their lot before the issuance of a certificate of occupancy for the residence on such lot, unless delayed until weather conditions permit, provided adequate financial security shall be provided to the Township or written proof shall be submitted to the Township that an escrow deposit has been established by the Lot Owner with an institutional lender in the amount of 150% of the estimated cost of the sidewalk to insure the completion of the sidewalk in the event the construction of the sidewalk is delayed because of weather conditions. The Developer will be responsible for constructing sidewalks in Stonewater which are not located in front of a Lot. Sidewalks in Phase I will be installed within five years of the first occupancy permit in Phase I.

E. The total finished floor area of any house to be constructed on any lot, exclusive of garage, basement, deck, attic, open porch, breezeway and any other area not used for living quarters shall satisfy the applicable minimum size requirements of Grand Haven Township.

F. Each owner of a lot shall be responsible for making certain that the construction of all improvements on his or her lot will comply with all Grand Haven Township and other governmental requirements and restrictions including, without limitation, front, side and rear setback requirements. Approval of construction by the Developer shall not be construed to mean that the Developer has determined that the proposed structure complies with all township and other governmental requirements. The Developer shall have no obligation to review plans and proposals for compliance with township and other governmental requirements.

G. All soil to be removed from a lot, either in grading or excavating, shall, if desired by Developer, become the property of Developer and when removed shall be dumped by any person so removing the soil at that person's expense at such place or places upon the Property or elsewhere as Developer shall designate.

H. Each house and garage built on a lot shall be constructed of new material only. Approved materials include brick, brick veneer, steel, stone, cedar wood, aluminum siding, vinyl siding, stucco or frame or any combination thereof. All exterior foundation walls shall be of brick, brick veneer, stone, concrete or stucco. Concrete block or tile construction above grade level is prohibited unless the exterior surface is covered with an approved material. The Developer has the right to approve or disapprove of proposed building materials based on colors, aesthetics, compatibility with other structures existing or proposed on the Property and any other factors deemed material by the Developer. Approval by the Developer in one or more cases will not obligate the Developer to grant approval in any other cases. The Developer may approve the use of materials and/or colors other than those listed or described above.

I. No later than six (6) months after the date construction of a residence on a lot is completed, the owner shall cause concrete to cover all driveways on his or her lot.

J. No structure of a temporary character, trailer, tent, shack, barn or other outbuilding shall be used as a temporary or permanent residence on any lot.

K. Construction, once commenced, shall be completed and ready for occupancy within twelve (12) months after the date of the commencement of construction. Within six (6) months after completion of construction of the house on the lot, the lot will be graded, landscaped, and will be covered with four (4) inches of fertile topsoil and supplied with sufficient perennial grass seed to seed the lot.

L. Soil erosion protection and stabilization techniques and procedures shall be required continuously during all phases of construction. Such techniques may include silt, fences, soil erosion, blankets and other measures sufficient to stabilize soils during construction activities.

M. No lot may be used or maintained as a dumping ground for rubbish. No refuse pile or unsightly or objectionable object or materials shall be maintained on any lot, except for trash, garbage and other waste which shall be kept in sanitary containers. All such containers shall be kept in a clean, neat and sanitary condition and stored within the garage.

N. No noxious or offensive activity shall be carried on upon any lot or park area, nor shall anything be done on any lot or park area which may be or may become an annoyance or nuisance to any other person occupying the Property.

O. No trailer, boat, motor home, recreational vehicle, or inoperable vehicle shall be stored on any lot except within the garage with the door closed. No boat, trailer, motor home or similar vehicle shall be parked on any lot for more than four (4) consecutive days without the prior written permission of the Developer, which approval may be given or withheld in the Developer's sole discretion and may be contingent upon the Developer's designation of the area or areas where the vehicles may be parked.

P. No animals, except household pets, may be kept on any lot. Such pets may not be kept or bred for any commercial purpose and shall have such care and restraint so as not to be obnoxious or offensive on account of noise, odor or unsanitary conditions. No savage or dangerous animal shall be kept on any lot. No more than two (2) household pets may be kept without written permission of the Developer.

Q. Except as may be installed by Developer, no spotlight, floodlight or similar type high intensity lighting shall be placed on or utilized on any lot which in any way will allow light to be reflected on any other lot or the improvements thereon without the prior written authorization of the Developer. Low intensity lighting which does not disturb the other occupants of the Property shall be allowed.

R. No off-road vehicle including, but not limited to, motorcycle, motorbike, snowmobile and all-terrain vehicle, may be driven or operated within the areas of the Property.

S. No hunting is permitted within the Property.

T. No sign shall be displayed to the public view on any lot except one (1) sign of not more than four (4) square feet advertising the lot for sale; provided, however, that Developer may post “for sale” signs on Developer’s lots.

U. All utilities servicing the lots shall be placed underground.

V. In addition to the restrictions herein, the use of any lot and any structure constructed on any lot must satisfy the requirements of the Grand Haven Township Ordinance No. \_\_\_\_, approving the project, and the zoning ordinance of Grand Haven Township, Ottawa County, Michigan, which is in effect at the time of the contemplated use or construction of any structure unless a variance for such use or structure is obtained from the Zoning Board of Appeals (“ZBA”) of Grand Haven Township and further there is obtained a written consent thereto from the Developer so long as the Developer owns a lot in Stonewater subdivision, and thereafter from the Developer. To the extent that the restrictions contained herein are more restrictive than the Grand Haven Township Zoning Ordinance, the restrictions contained herein shall apply.

W. The areas depicted as Park Areas (the “Common Areas”) in the development’s recorded subdivision plat shall remain private parks for the benefit of the Association (and the Co-owners of condominium units in the condominium project known as Stonewater Condominiums, established pursuant to the Master Deed dated \_\_\_\_\_, recorded at Instrument No. \_\_\_\_\_), and shall not be used for residential purposes, except as otherwise permitted in the Subdivision Control Act, being Act 288 of Public Acts of 1967.

### **III. STONEWATER PROPERTY OWNER’S ASSOCIATION.**

A. Developer has formed the Association as a Michigan non-profit corporation to be composed of the owners of the lots within Stonewater, as the same may be expanded from time to time (“**Lot Owners**”), as well as the co-owners of units in Stonewater Condominiums (the “**Co-owners**”), as the same may be expanded from time to time. Every Lot Owner and Co-owner, by acceptance of a deed or land contract therefor, shall automatically become a member of the Association. The Developer has dedicated, or intends to dedicate, certain ponds, park areas, entrance areas and landscaping and natural paths or walkways, as identified on the recorded Stonewater subdivision plat, recorded at Instrument No. \_\_\_\_\_ Ottawa County Records, as Park Areas (hereinafter the “**Common Areas**”) to the Association. The Association shall own fee simple title to the Common Areas which located within all phases of Stonewater. The Association will be responsible for managing, maintaining, administering, repairing and/or replacing the Common Areas which it owns, for assessing and collecting dues from the Lot Owners and Co-owners to pay the Association’s expenses based on a formula to be determined by the Developer, and for such other matters as may be delegated to it by Developer, by this Declaration, or by any other documents pertaining to the Association in regard to the above. The Developer reserves the right to authorized and require that all Co-owner dues payable to the Association be collected by the Stonewater Condominium Association and thereafter be paid to the Stonewater Property

Owner's Association. Portions of the Common Areas are also located within Stonewater Condominiums, as shown on the Stonewater Condominium Subdivision Plan. Although the Common Areas located within Stonewater Condominiums will be owned, maintained, repaired and replaced by the Stonewater Condominium Association, all of the members of the Association will be permitted to use and enjoy such Common Areas, subject to the provisions of this Declaration.

B. The Association has the right, among other things, to assess and collect assessments from all Lot Owners and Co-owners to pay the Association's expenses, and to obtain and maintain insurance for the Common Areas owned by it as defined herein or as depicted on the recorded subdivision plats for all phases of Stonewater.

C. Developer anticipates developing additional phases of Stonewater which may contain park and walkway areas which may be dedicated to the Association. The owners of lots within future phases shall be members of the Association.

D. Neither the Developer, nor its designated builders, Jim Tibbe Homes, Inc. or Interra Homes, LLC (collectively the "**Builder**"), although members of the Association, shall be responsible at any time for payment of Association assessments for lots which they own in Stonewater or for units which they own in Stonewater Condominiums, provided, however, they shall be responsible for such assessments for lots or unit owned by it on which a residence is located and a certificate of occupancy has been issued by Grand Haven Township. The Developer reserves the right, in its discretion, to designate other residential builders as designated builders for purposes of this Declaration.

E. All authorized costs and expenses incurred by Association with respect to ownership, taxation, insurance, operation, management, maintenance, repair, and/or replacement of the Common Areas shall be the responsibility of each member of the Association as provided above.

F. The right to use and enjoy the Common Areas shall be subject to the Articles of Incorporation, Bylaws, Rules and Regulations, if any, with respect to the Association, and to restrictions of record. Reasonable rules and regulations made and amended from time to time by the Board of Directors of the Association shall be applied similarly to all members. Copies of all such rules, regulations and amendments thereto will be furnished to all members.

G. The Association will submit an annual budget and membership assessment to the Association and to the Condominium Association in advance for each fiscal year for purposes of projecting all anticipated expenses, including a reasonable allowance for contingencies and reserves, for the forthcoming year which it may incur with respect to ownership, taxation, insurance, operation, management, maintenance, repair, and/or replacement of the Common Areas. All authorized costs and expenses incurred by the Association with respect to the Common Areas shall be the responsibility of the Association, allocated between the members of the Association (i.e. the Co-owners and the Lot Owners) as determined by the Developer.

**IV. DECLARATION OF PRIVATE ROAD EASEMENT.**

A. Lots 13-18, inclusive, within Stonewater are served by a private road called Bedford Ct., and, as such, shall be subject to the terms and conditions of that certain Declaration of Private Road Easement, dated \_\_\_\_\_ and recorded on \_\_\_\_\_ at Instrument No. \_\_\_\_\_ - \_\_\_\_\_, Ottawa County, Michigan records (“**Private Road Declaration**”), which is incorporated herein by reference. The Association shall be responsible for maintaining, repairing and replacing such private road; provided, however all such costs and expenses shall be assessed only against the Lot Owners in Stonewater, as expanded, and shall not be assessed to the Co-owners of units in Stonewater Condominiums.

**V. OTTAWA COUNTY DRAIN COMMISSIONER REQUIREMENTS.**

A. In accordance with Section 280.433 of the Michigan Drain Code (Act 40 of the Public Acts 1956, as amended) a special assessment drainage district has been created to provide for the maintenance of the Stonewater County Drain. The Drain District consists of all lots within the plat, as described on attached **Exhibit “A”**. At some time in the future, the lots within the Drainage District will be subject to a special assessment for the improvement or maintenance of the Stonewater County Drain. The route of the Stonewater County Drain is shown on attached **Exhibit “B”**.

B. Private Easements for the Stonewater County Drain have been granted to the Stonewater Drainage District. The rights and obligations of said easements are recorded with the Ottawa County Register of Deeds office.

C. Some of the lots in the subdivision are subject to the aforesaid private easements for drainage and/or storm water ponding. No development, grading, or construction is permitted within these private easements for drainage. This includes swimming pools, sheds, garages, patios, decks or any other permanent structure or landscaping feature that may interfere with the drainage system or pond. Each lot owner will be responsible for maintaining the surface drainage system across his property.

D. The direction of flow for the surface drainage for all lots is shown on the block grading plan, **Exhibit “C”** attached hereto. It is the lot owner’s responsibility to ensure that the final grading of the lot is in accordance with the block grading plan. During the final lot grading and landscaping, the owner shall take care to ensure that the installation of fences, plantings, trees and shrubs do not interfere with the surface drainage from one lot onto the next lot.

E. To eliminate the potential of structural damage due to flooding from rear yard drainage, the lot owners shall keep the lowest door or windowsill and/or basement floor above the minimum opening elevations listed below. The elevations listed below are shown on the Block Grading Plan, attached **Exhibit “C”**. For more information on the location of current “bench mark” elevations, call \_\_\_\_\_ at (616) \_\_\_\_\_.

F. Minimum building opening elevations for the following lots are:

LOT NUMBER

MINIMUM OPENING ELEVATION

G. Each lot owner waives his claim against the Stonewater Drain District, Ottawa County Drain Commissioner, his employees and agents, Grand Haven Township, the Engineer, and the Developer from any and all claims, damage and obligation arising from the existence or operation of the drainage system. Restrictions pursuant to the requirements of the Ottawa County Drain Commission are to be perpetual and shall run with the land. The drain restrictions contained in this Article may not be amended or modified without the prior written approval of the Ottawa County Drain Commissioner, and shall not be effective until the amendment is recorded with the Ottawa County Register of Deeds, provided, however, the minimum building opening elevations identified above in paragraph F of this Article, may be amended or modified with only the prior written approval of the Ottawa County Drain Commission.

V. GENERAL PROVISIONS.

A. The provisions of this Declaration shall run with the Property and shall be binding on and inure to the benefit of all persons owning any interest in the Property and perpetuity from the date this Declaration is recorded at the Ottawa County Register of Deeds.

B. Except as provided in Article, this Declaration may be amended by the Developer so long as the Developer owns any interest in Stonewater subdivision, as the same may be expanded from time to time, Stonewater Condominiums, or in any other land located within the Stonewater PUD as approved by Grand Haven Township, which PUD pertains to the property legally described on **Exhibit "D"** attached hereto. After such time as Developer no longer owns a interest in Stonewater subdivision, Stonewater Condominium or the land described on **Exhibit "D"** attached hereto, the written agreement of the owners of not fewer than seventy-five percent (75%) of the lots in the Stonewater shall be required to amend this Declaration, except as provided in Article. No amendment to this Declaration which modifies the rights of the Stonewater Condominium Association member's to use and enjoy the Common Areas or the method of computing the costs and expenses allocated to such Co-owners shall be effective without the prior written consent of the Condominium Association. No amendment to this Declaration shall be effective until the amendment is recorded with the Ottawa County Register of Deeds.

C. The provisions of this Declaration shall be enforceable only by Developer, any Lot Owner or the Condominium Association. Enforcement shall be by proceedings at law or in equity against any person or persons violating, attempting to violate or threatening to violate any provision.

D. If one (1) or more of the provisions of this Declaration is or are declared by any Court of competent jurisdiction to be invalid or unenforceable, then the provision(s) shall be deemed severable from this Declaration or enforceable to the maximum extent permitted by law, as the case may be, and the remaining provisions of this Declaration shall remain in full force and effect.

E. No failure, delay or waiver of enforcement of any provision in this Declaration by the Association or any lot owner will constitute a waiver of or otherwise affect future enforcement of the provisions of this Declaration.

F. It is each Lot Owner's responsibility to determine which laws, regulations, ordinances and requirements (including, without limitation, public health requirements, zoning ordinances and building restrictions) apply to the lot from time to time and to comply with all such laws, rules, regulations, requirements and ordinances. Developer, Builder and/or the Association shall have no responsibility for determining such compliance.

**IN WITNESS WHEREOF**, this Declaration has been executed as of the date first above written.

Lincoln Street Holdings, LLC,  
a Michigan limited liability company

By: \_\_\_\_\_  
Dale H. Kraker  
Its: Manager

Acknowledged before me by Dale H. Kraker, Manager of Lincoln Street Holdings, LLC, a Michigan limited liability company, in Kent County, Michigan, on \_\_\_\_\_, 2017.

\_\_\_\_\_  
\_\_\_\_\_, Notary Public  
\_\_\_\_\_ County, Michigan  
Acting in \_\_\_\_\_ County, Michigan  
My Commission Expires: \_\_\_\_\_

Prepared by and Return to After Recording:

TODD A. HENDRICKS  
Rhoades McKee PC  
55 Campau Ave. NW, Suite 300  
Grand Rapids, MI 49503-2793

**EXHIBIT “A”**

*[The Location of the Stonewater County Drain District Follows]*

DRAFT

**EXHIBIT “B”**

*[The Route of the Stonewater County Drain District Follows]*

DRAFT

**EXHIBIT “C”**

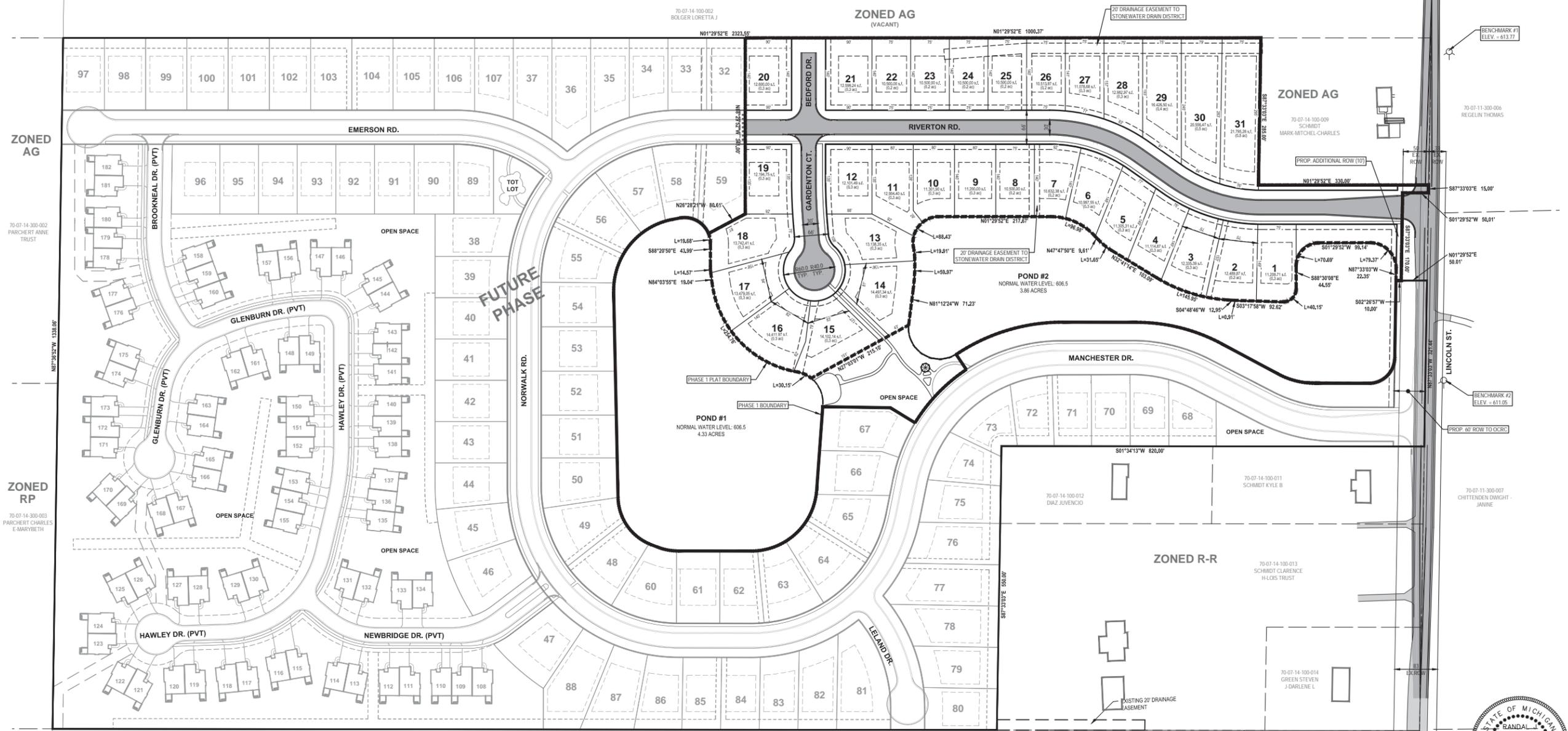
*[The Block Grading Plan Follows]*

DRAFT

**EXHIBIT “D”**

*[Legal Description for Overall PUD]*

DRAFT



Randal J. Vugteveen

BENCHMARKS

BENCHMARK #1 ELEV. = 613.77 (NGVD29)
Top of Northeast flange bolt under "E" of "EJW" on hydrant 4= West of the edge of gravel drive to House #15775 & 20= North of the edge of asphalt of Lincoln Avenue.
BENCHMARK #2 ELEV. = 611.05 (NGVD29)
Top of Northeast flange bolt under "E" of "EJW" on hydrant 110= East of asphalt to House #15721 & 20= North of the edge of asphalt of Lincoln Avenue.

LEGEND

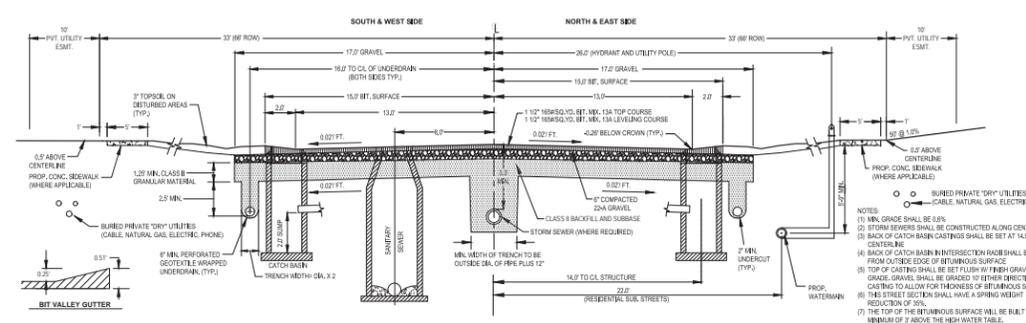


PHASE 1 PLAT LEGAL DESCRIPTION

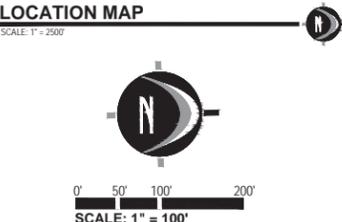
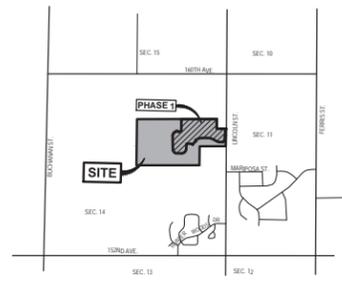
Part of the Northwest 1/4, Section 14, Town 7 North, Range 16 West, Grand Haven Township, Ottawa County, Michigan, described as: Commencing at the North 1/4 corner of said section; thence N87°33'03"W 1041.44 feet along the North line of said section to the Point of Beginning; thence S01°22'52"W 50.01 feet parallel with the West line of the East 1/2 of the Northwest 1/4 of said section; thence S87°33'03"E 170.00 feet along the Southly right-of-way line of Lincoln Street; thence S02°28'57"W 10.00 feet; thence N87°33'03"W 22.35 feet; thence Southwesterly 79.37 feet along a 50.00 foot radius curve to the left, said curve having a central angle of 90°57'05"; and a chord bearing S48°58'24"W 71.30 feet; thence S01°29'52"W 96.14 feet; thence Southwesterly 70.89 feet along a 45.00 foot radius curve to the left, said curve having a central angle of 90°00'00"; and a chord bearing S43°30'08"E 63.64 feet; thence S88°30'08"E 44.55 feet; thence Southwesterly 40.15 feet along a 25.00 foot radius curve to the right, said curve having a central angle of 92°00'47"; and a chord bearing S42°29'45"E 35.97 feet; thence S03°17'58"W 92.62 feet; thence Southwesterly 0.91 feet along a 40.00 foot radius curve to the right, said curve having a central angle of 01°18'08"; and a chord bearing S04°09'42"W 0.81 feet; thence S04°48'06"W 12.95 feet; thence Southwesterly 145.85 feet along a 300.00 foot radius curve to the right, said curve having a central angle of 27°52'27"; and a chord bearing S18°45'00"W 144.51 feet; thence S32°41'14"W 103.09 feet; thence Southwesterly 31.65 feet along a 120.00 foot radius curve to the right, said curve having a central angle of 15°06'37"; and a chord bearing S40°14'32"W 31.56 feet; thence S47°47'50"W 8.61 feet; thence Southwesterly 96.98 feet along a 115.39 foot radius curve to the left, said curve having a central angle of 40°09'13"; and a chord bearing S25°36'52"W 94.15 feet; thence S01°29'52"W 215.67 feet; thence Southwesterly 68.45 feet along a 50.00 foot radius curve to the left, said curve having a central angle of 101°20'14"; and a chord bearing S49°10'15"E 77.35 feet; thence Northwesterly 19.91 feet along a 60.00 foot radius curve to the right, said curve having a central angle of 09°53'30"; and a chord bearing N84°38'25"E 19.89 feet; thence Southwesterly 59.97 feet along a 365.80 foot radius curve to the right, said curve having a central angle of 09°22'54"; and a chord bearing S85°14'25"E 59.90 feet; thence S81°12'24"E 71.22 feet; thence S27°03'01"E 215.10 feet; thence Southwesterly 30.15 feet along a 60.00 foot radius curve to the left, said curve having a central angle of 28°47'31"; and a chord bearing S25°28'39"W 23.83 feet; thence Southwesterly 254.76 feet along a 200.00 foot radius curve to the right, said curve having a central angle of 72°55'01"; and a chord bearing S47°34'24"W 231.98 feet; thence S04°03'05"W 16.04 feet; thence Southwesterly 14.57 feet along a 110.00 foot radius curve to the right, said curve having a central angle of 07°55'15"; and a chord bearing S87°51'33"W 14.56 feet; thence N89°20'59"W 43.99 feet; thence Southwesterly 19.68 feet along a 50.00 foot radius curve to the left, said curve having a central angle of 22°33'17"; and a chord bearing S80°22'31"W 19.56 feet; thence N26°28'21"W 80.61 feet; thence N88°29'52"W 341.00 feet; thence N01°29'52"E 1000.37 feet along said West line; thence S87°33'03"E 265.00 feet; thence N01°29'52"E 330.00 feet; thence S87°33'03"E 15.00 feet along said North line to the Point of Beginning. Containing 12.14 acres.

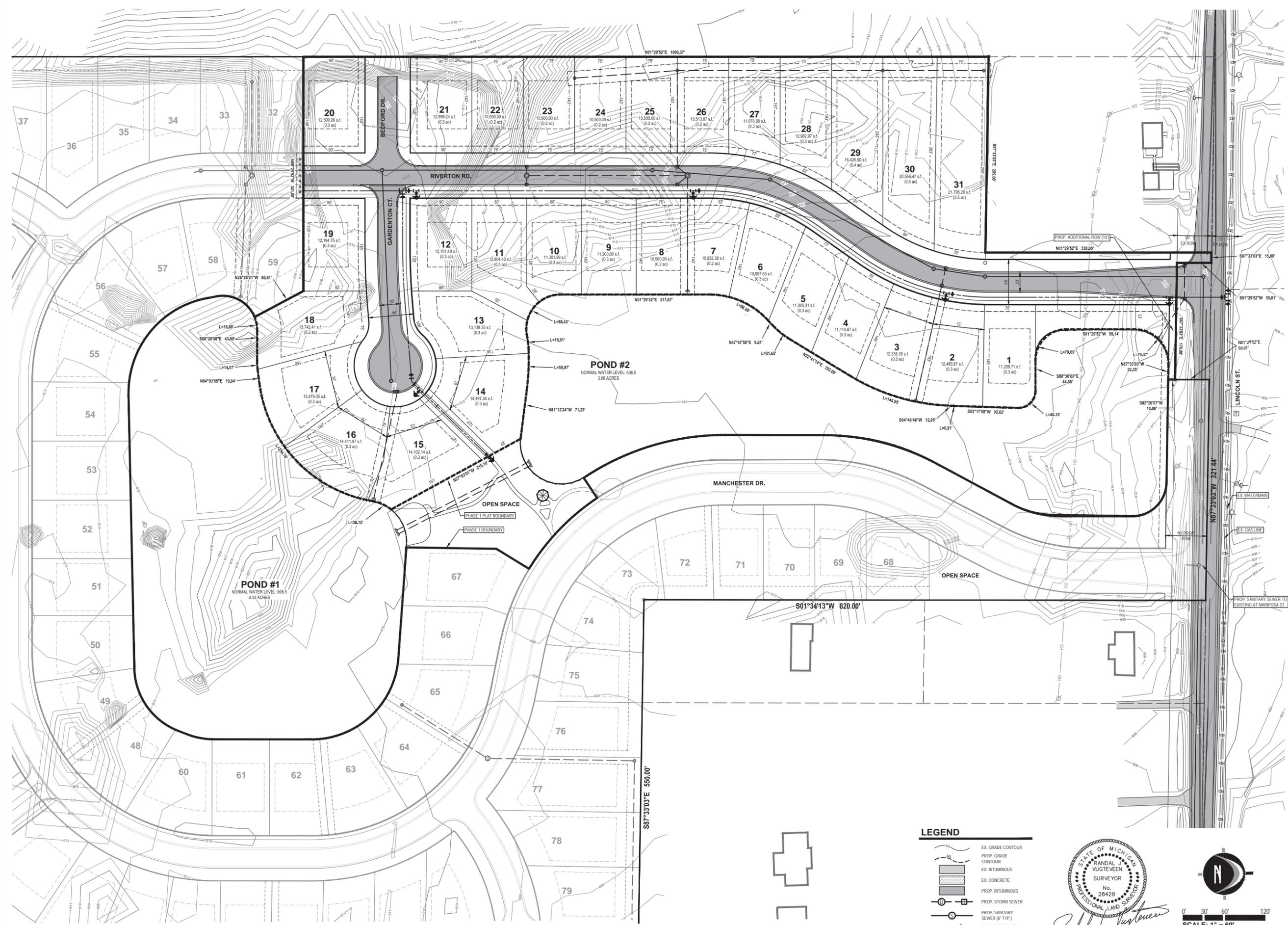
GENERAL NOTES

- 1) ZONING OF PROPERTY: PUD
PUD ZONING REQUIREMENTS
SINGLE-FAMILY LOT BULK DESIGN REQUIREMENTS
A) MINIMUM LOT AREA = 10,000 SQ. FT.
B) MINIMUM LOT WIDTH = 75 FT.
SETBACKS
A) FRONT YARD = 35 FT.
B) SIDE YARD = 8 FT. / 16 FT. TOTAL
C) REAR YARD = 35 FT.
D) CORNER LOT SIDE YARD SETBACK MAY BE REDUCED TO 25 FT. AS DEPICTED ON PLAN.
2) SUMMARY OF LAND USE:
OVERALL
A) PLAT TOTAL ACREAGE = 12.14 ACRES (528,938 SQ. FT.)
B) TOTAL PHASE ACREAGE = 21.11 ACRES (919,584 SQ. FT.)
C) AVERAGE LOT SIZE = 12,716 SQ. FT.
D) AREA OF PROP. BUILDINGS = 455,800 SQ. FT.
(E) INCLUDING 1,800 SQ. FT. BLDG. LOT)
E) AREA OF PROP. BITUMINOUS = 51,985 SQ. FT.
TOTAL LENGTH OF STREET = 1,680 LF.
F) TOTAL SINGLE FAMILY LOTS = 31 LOTS
3) GENERAL REQUIREMENTS
A) RIVERTON ROAD WILL BE DEDICATED TO THE PUBLIC AND WILL BE CONSTRUCTED PER OTTAWA COUNTY STANDARDS AND SPECIFICATIONS. GARDENTON COURT SHALL MEET THE MINIMUM IMPROVEMENTS DESCRIBED IN SECTION 4.3 OF THE GRAND HAVEN CHARTER TOWNSHIP ZONING ORDINANCE.
B) THIS PROJECT WILL BE SERVICED BY PUBLIC UTILITIES - SANITARY SEWER, STORM SEWER, WATER, BURIED ELECTRIC, TELEPHONE, CABLE TV, AND GAS.
C) THIS PROJECT IS NOT LOCATED IN AN AREA OF THE 100 YEAR FLOODPLAIN BASED ON THE NATIONAL FLOOD INSURANCE RATE MAPS.
D) THIS PROJECT SHALL CONFORM TO THE OTTAWA COUNTY SOIL EROSION AND SEDIMENTATION CONTROL ORDINANCE.
E) ALL STORM SEWERS SHALL BE LOCATED WITHIN A MINIMUM 20 FT. DRAINAGE EASEMENT.
F) ALL STORM SEWER WILL BE MAINTAINED BY A DRAINAGE DISTRICT ESTABLISHED BY A 433 AGREEMENT WITH THE OTTAWA COUNTY WATER RESOURCE COMMISSIONER.
G) DRIVEWAYS PROVIDING ACCESS TO CORNER LOTS SHALL BE REQUIRED TO GAIN SOLE ACCESS FROM THE LESSER TRAVELED OF THE TWO (2) INTERSECTING STREETS (LOTS 12, 19, 81). THIS DOES NOT APPLY TO LOTS 36, 96, & 77. LOTS SHALL BE PROHIBITED FROM GAINING ANY DRIVEWAY ACCESS ON LINCOLN STREET.



OTTAWA COUNTY ROAD COMMISSION TYPICAL RESIDENTIAL SECTION WITH BITUMINOUS CURB & INFRASTRUCTURE LOCATION PROFILE [FOR RIVERTON RD (PUBLIC) & GARDENTON CT (PRIVATE)]





**NEDERVELD**  
 www.nederveld.com  
 800.222.1868  
**GRAND RAPIDS**  
 217 Grandville Ave., Suite 302  
 Grand Rapids, MI 49503  
 Phone: 616.575.5190  
**ANN ARBOR**  
**CHICAGO**  
**COLUMBUS**  
**HOLLAND**  
**INDIANAPOLIS**  
**ST. LOUIS**

**PREPARED FOR:**  
 Lincoln Street Holdings, LLC.  
 Dale Kraker  
 3115 Railway Drive  
 Byron Center, MI 49315

**REVISIONS:**  
 Title: PH1 Tentative Prelim. Plat V. Date: 12.09.16  
 Drawn: JM Checked: RP S. Date: 12.09.16  
 Title: PH1 Tentative Prelim. Plat Resub. V. Date: 12.28.16  
 Drawn: JM Checked: RP S. Date: 12.28.16  
 Title: PH1 Final Prelim. Plat Submittal V. Date: 04.15.17  
 Drawn: JM Checked: RP S. Date: 04.15.17

PHASE 1 FINAL PRELIMINARY PLAT OF:  
**STONEWATER**  
 A PLATTED SUBDIVISION & CONDOMINIUM NEIGHBORHOOD  
**Phase 1 Layout, Grading & Utilities Plan**  
 15730 & 14306 LINCOLN STREET  
 PART OF THE NORTHWEST 1/4 OF SECTION 14, T1N, R16W,  
 GRAND HAVEN TOWNSHIP, OTTAWA COUNTY, MICHIGAN

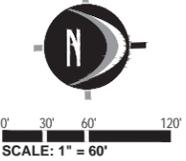
**STAMP:**  
 STATE OF MICHIGAN  
 JASON L. VAN RYN  
 ENGINEER  
 No. 54207  
 LICENSED PROFESSIONAL ENGINEER

**PROJECT NO:**  
 12201048  
**SHEET NO:**  
**C-102**

**LEGEND**

	EX. GRADE CONTOUR
	PROP. GRADE CONTOUR
	EX. BITUMINOUS
	EX. CONCRETE
	PROP. BITUMINOUS
	PROP. STORM SEWER
	PROP. SANITARY SEWER (8" TYP.)
	PROP. WATERMAIN (8" TYP.)

STATE OF MICHIGAN  
 RANDAL VUGTEVEEN  
 SURVEYOR  
 No. 28429  
 PROFESSIONAL LAND SURVEYOR



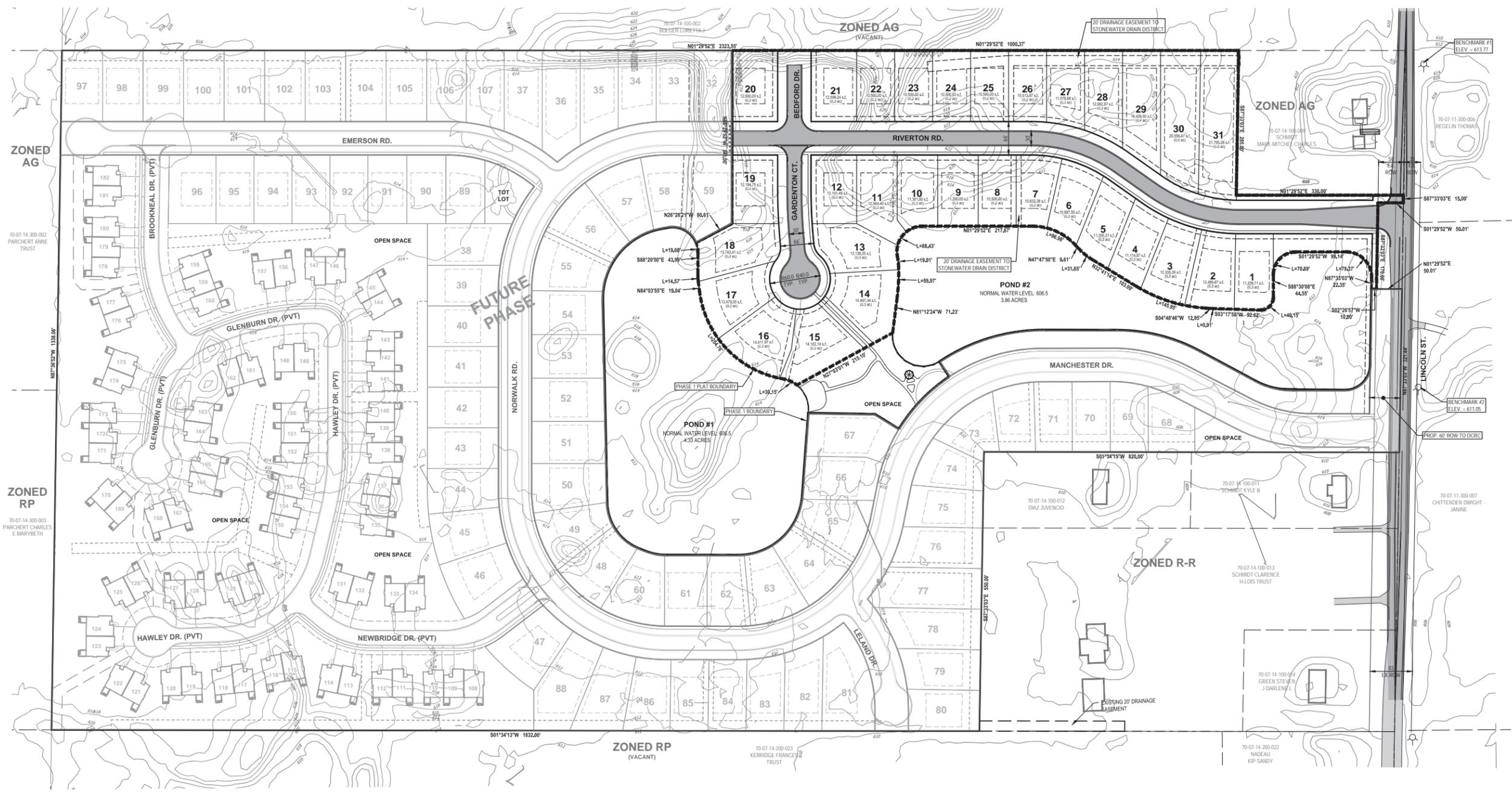


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**PREPARED FOR:**  
Lincoln Street Holdings, LLC.  
Dale Kraker  
3115 Railway Drive  
Byron Center, MI 49315

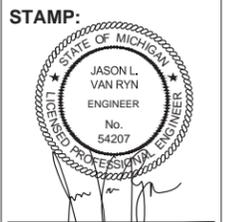
**REVISIONS:**  
Title: PFI Tentative Prelim. Plat V. Date: 12.09.16  
Drawn: JM Checked: RP S. Date: 12.09.16  
Title: PFI Tentative Prelim. Plat Resub. V. Date: 12.28.16  
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ZONED AG  
70-07-14-300-002  
PARCHERT ANNE TRUST

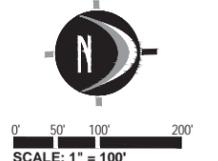
ZONED RP  
70-07-14-300-003  
PARCHERT CHARLES E. MARYBEETH

PHASE I FINAL PRELIMINARY PLAT OF:  
**STONEWATER**  
A PLATTED SUBDIVISION & CONDOMINIUM NEIGHBORHOOD  
**Overall Site Topography Plan**  
15730 & 14306 LINCOLN STREET  
PART OF THE NORTHWEST 1/4 OF SECTION 14, T7N, R16W,  
GRAND HAVEN TOWNSHIP, OTTAWA COUNTY, MICHIGAN



**PROJECT NO:**  
12201048  
**SHEET NO:**  
**C-103**

**LEGEND**  
EX BITUMINOUS  
PROP. BITUMINOUS



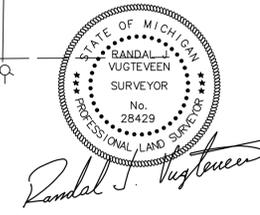
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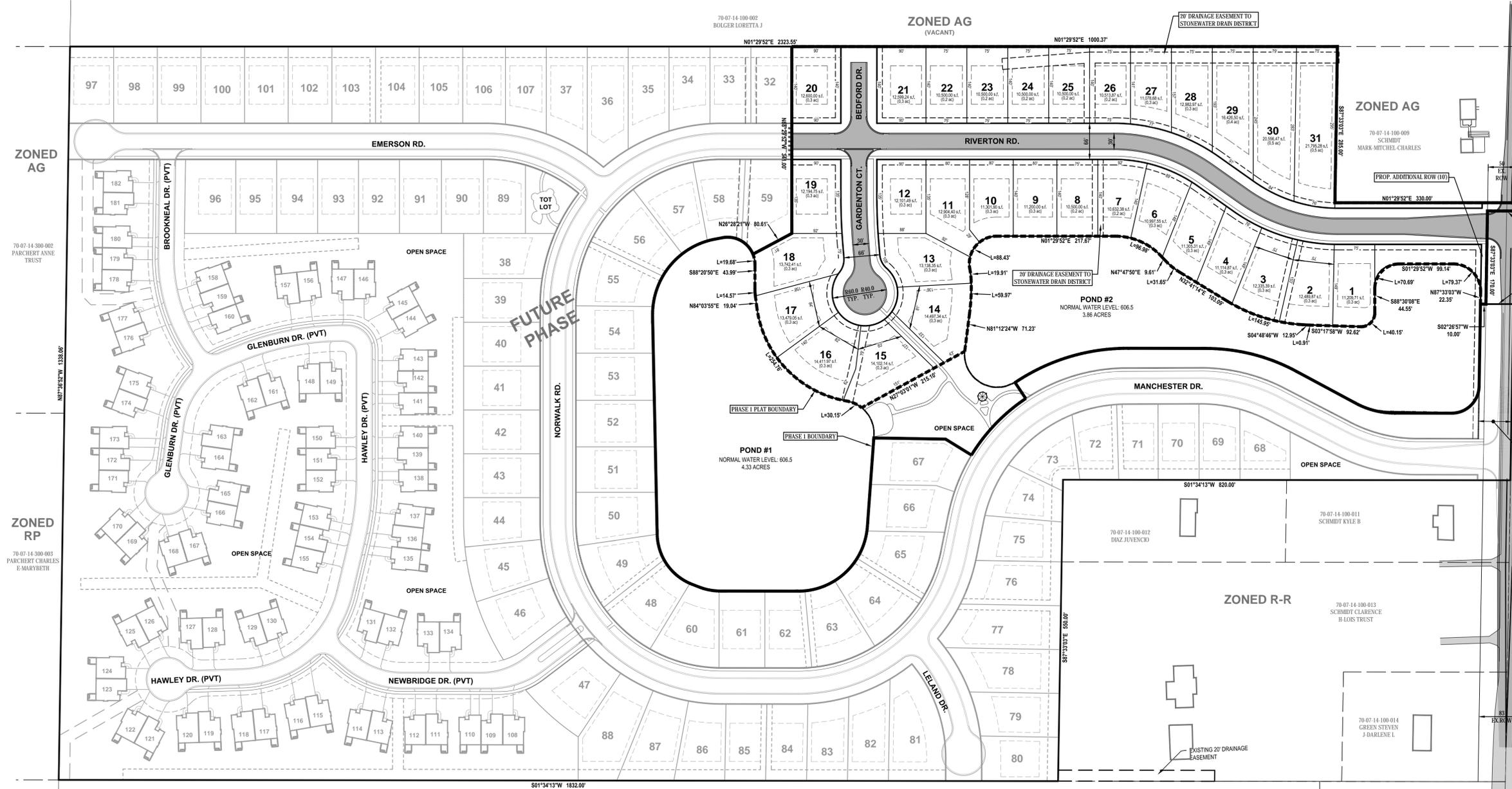
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 Title: PH1 Final Prelim. Plat Submittal V. Date: 06.15.17  
 Drawn: JM Checked: RP S. Date: 06.15.17

PHASE I FINAL PRELIMINARY PLAT OF:  
**STONEWATER**  
 A PLATTED SUBDIVISION & CONDOMINIUM NEIGHBORHOOD  
**Overall Site Layout Plan**  
 15730 & 14306 LINCOLN STREET  
 PART OF THE NORTHWEST 1/4 OF SECTION 14, T7N, R16W,  
 GRAND HAVEN TOWNSHIP, OTTAWA COUNTY, MICHIGAN



*Randal J. Vugteveen*



**BENCHMARKS**  
 BENCHMARK #1 ELEV. = 613.77 (NGVD29)  
 Top of Northeast flange bolt under 'E' of 'EMV' on hydrant 4: West of the edge of gravel drive to House #157/5 & 30: North of the edge of asphalt of Lincoln Avenue.  
 BENCHMARK #2 ELEV. = 611.05 (NGVD29)  
 Top of Northeast flange bolt under 'E' of 'EMV' on hydrant 110: East of asphalt drive to House #152/1 & 20: North of the edge of asphalt of Lincoln Avenue.

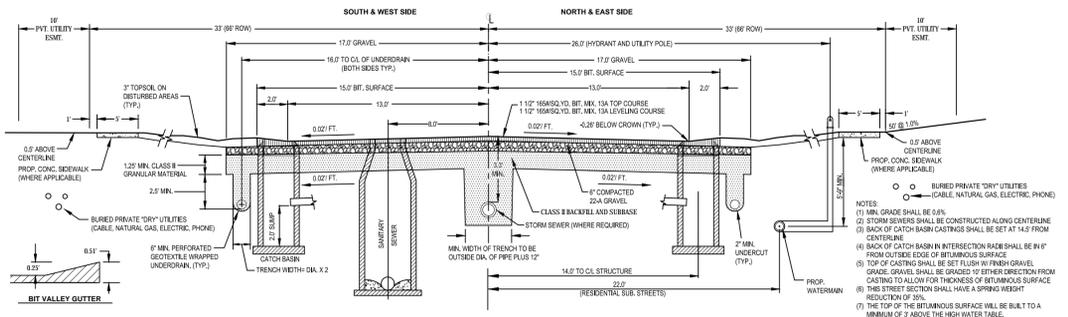
**LEGEND**  
 EX. BITUMINOUS  
 PROP. BITUMINOUS

**PHASE I PLAT LEGAL DESCRIPTION**

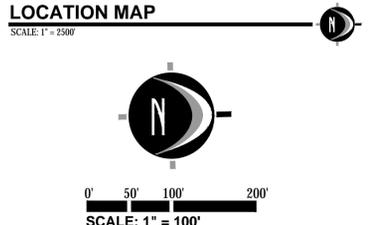
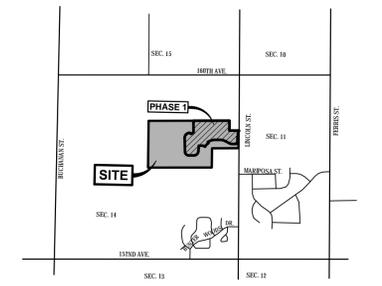
Part of the Northwest 1/4, Section 14, Town 7 North, Range 16 West, Grand Haven Township, Ottawa County, Michigan, described as: Commencing at the North 1/4 corner of said section; thence N87°33'03"W 104.44 feet along the North line of said section to the Point of Beginning; thence S01°29'52"W 50.01 feet parallel with the West line of the East 1/2 of the Northwest 1/4 of said section; thence S87°33'03"E 170.00 feet along the Southern right-of-way line of Lincoln Street; thence S02°29'57"W 10.00 feet; thence N87°33'03"W 22.35 feet; thence S01°29'52"W 79.37 feet along a 50.00 foot radius curve to the left, said curve having a central angle of 90°57'00"; and a chord bearing S45°52'24"W 71.30 feet; thence S01°29'52"W 99.14 feet; thence S01°29'52"W 70.69 feet along a 45.00 foot radius curve to the left, said curve having a central angle of 90°00'00"; and a chord bearing S43°30'08"E 63.64 feet; thence S88°30'08"E 44.55 feet; thence S01°29'52"W 40.15 feet along a 25.00 foot radius curve to the right, said curve having a central angle of 62°00'47"; and a chord bearing S42°29'45"E 35.97 feet; thence S02°17'50"W 92.62 feet; thence S01°29'52"W 0.91 feet along a 40.00 foot radius curve to the right, said curve having a central angle of 11°18'00"; and a chord bearing S04°19'42"W 15.51 feet; thence S04°48'46"W 12.95 feet; thence S01°29'52"W 145.95 feet along a 300.00 foot radius curve to the right, said curve having a central angle of 27°52'27"; and a chord bearing S16°45'00"W 144.51 feet; thence S32°41'14"W 103.09 feet; thence S01°29'52"W 31.65 feet along a 120.00 foot radius curve to the right, said curve having a central angle of 15°05'37"; and a chord bearing S40°14'22"W 31.56 feet; thence S47°47'50"W 95.61 feet; thence S01°29'52"W 96.98 feet along a 115.39 foot radius curve to the left, said curve having a central angle of 48°09'13"; and a chord bearing S25°36'52"W 94.15 feet; thence S01°29'52"W 217.67 feet; thence S01°29'52"W 88.43 feet along a 50.00 foot radius curve to the left, said curve having a central angle of 101°20'14"; and a chord bearing S49°10'15"E 71.35 feet; thence N08°19'51"E 19.91 feet along a 128.27 foot radius curve to the right, said curve having a central angle of 88°52'55"; and a chord bearing N8°29'25"E 19.89 feet; thence S01°29'52"W 59.07 feet along a 365.80 foot radius curve to the right, said curve having a central angle of 09°23'34"; and a chord bearing S85°54'12"E 59.90 feet; thence S81°12'24"E 71.23 feet; thence S27°03'01"E 215.10 feet; thence S01°29'52"W 30.15 feet along a 60.00 foot radius curve to the left, said curve having a central angle of 28°47'31"; and a chord bearing S35°29'39"W 29.33 feet; thence S01°29'52"W 254.76 feet along a 200.00 foot radius curve to the right, said curve having a central angle of 72°59'01"; and a chord bearing S47°34'24"W 237.88 feet; thence S84°03'55"W 19.04 feet; thence S01°29'52"W 14.57 feet along a 110.00 foot radius curve to the right, said curve having a central angle of 07°35'15"; and a chord bearing S87°51'33"W 14.56 feet; thence N88°20'50"W 43.99 feet; thence S01°29'52"W 19.88 feet along a 50.00 foot radius curve to the left, said curve having a central angle of 22°33'17"; and a chord bearing S80°22'31"W 15.46 feet; thence N02°02'21"W 60.61 feet; thence N88°29'52"W 341.00 feet; thence N01°29'52"E 1000.37 feet along said West line; thence S87°33'03"E 285.00 feet; thence N01°29'52"E 330.00 feet; thence S87°33'03"E 15.00 feet along said North line to the Point of Beginning. Containing 12.14 acres.

**GENERAL NOTES**

- ZONING OF PROPERTY: PUD  
 PUD ZONING REQUIREMENTS  
 SINGLE FAMILY LOT BULK DESIGN REQUIREMENTS  
 A) MINIMUM LOT WIDTH - 10,000 SQ. FT.  
 B) MINIMUM LOT AREA - 75 FT.  
 SETBACKS  
 A) FRONT YARD - 35 FT.  
 B) SIDE YARD - 8 FT. / 18 FT. TOTAL  
 C) REAR YARD - 35 FT.  
 D) CORNER LOT SIDE YARD SETBACK MAY BE REDUCED TO 25 FT. AS DEPICTED ON PLAN.  
 SUMMARY OF LAND USE:  
 OVERALL  
 A) PLAT TOTAL ACREAGE = 12.14 ACRES (508,938 SQ. FT.)  
 B) TOTAL PHASE ACREAGE = 21.11 ACRES (919,384 SQ. FT.)  
 C) AVERAGE LOT SIZE = 12,716 SQ. FT.  
 D) AREA OF PROP. BUILDINGS = ±56,800 SQ. FT. (INCLUDING 1,800 SQ. FT. BLDG./LOT)  
 E) AREA OF PROP. BITUMINOUS = 51,885 SQ. FT.  
 TOTAL LENGTH OF STREET = 1,680 LF.  
 TOTAL SINGLE FAMILY LOTS = 31 LOTS
- GENERAL REQUIREMENTS  
 A) RIVERTON ROAD WILL BE DEDICATED TO THE PUBLIC AND WILL BE CONSTRUCTED PER OTTAWA COUNTY STANDARDS AND SPECIFICATIONS. GARDENTON COURT SHALL MEET THE MINIMUM IMPROVEMENTS DESCRIBED IN SECTION 4.3 OF THE GRAND HAVEN CHARTER TOWNSHIP ZONING ORDINANCE.  
 B) THIS PROJECT WILL BE SERVED BY PUBLIC UTILITIES - SANITARY SEWER, STORM SEWER, WATER, BURIED ELECTRIC, TELEPHONE, CABLE TV, AND GAS.  
 C) THIS PROJECT IS NOT LOCATED IN AN AREA OF THE 100 YEAR FLOODPLAIN BASED ON THE NATIONAL FLOOD INSURANCE RATE MAPS.  
 D) THIS PROJECT SHALL CONFORM TO THE OTTAWA COUNTY SOIL EROSION AND SEDIMENTATION CONTROL ORDINANCE.  
 E) ALL STORM SEWERS SHALL BE LOCATED WITHIN A MINIMUM 20 FT. DRAINAGE EASEMENT.  
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 G) DRIVEWAYS PROVIDING ACCESS TO CORNER LOTS SHALL BE REQUIRED TO GAIN SOLE ACCESS FROM THE LESSER TRAVELED OF THE TWO (2) INTERSECTING STREETS (LOTS 12, 18, 81). THIS DOES NOT APPLY TO LOTS 36, 96, & 7. LOTS SHALL BE PROHIBITED FROM GAINING ANY DRIVEWAY ACCESS ON LINCOLN STREET.



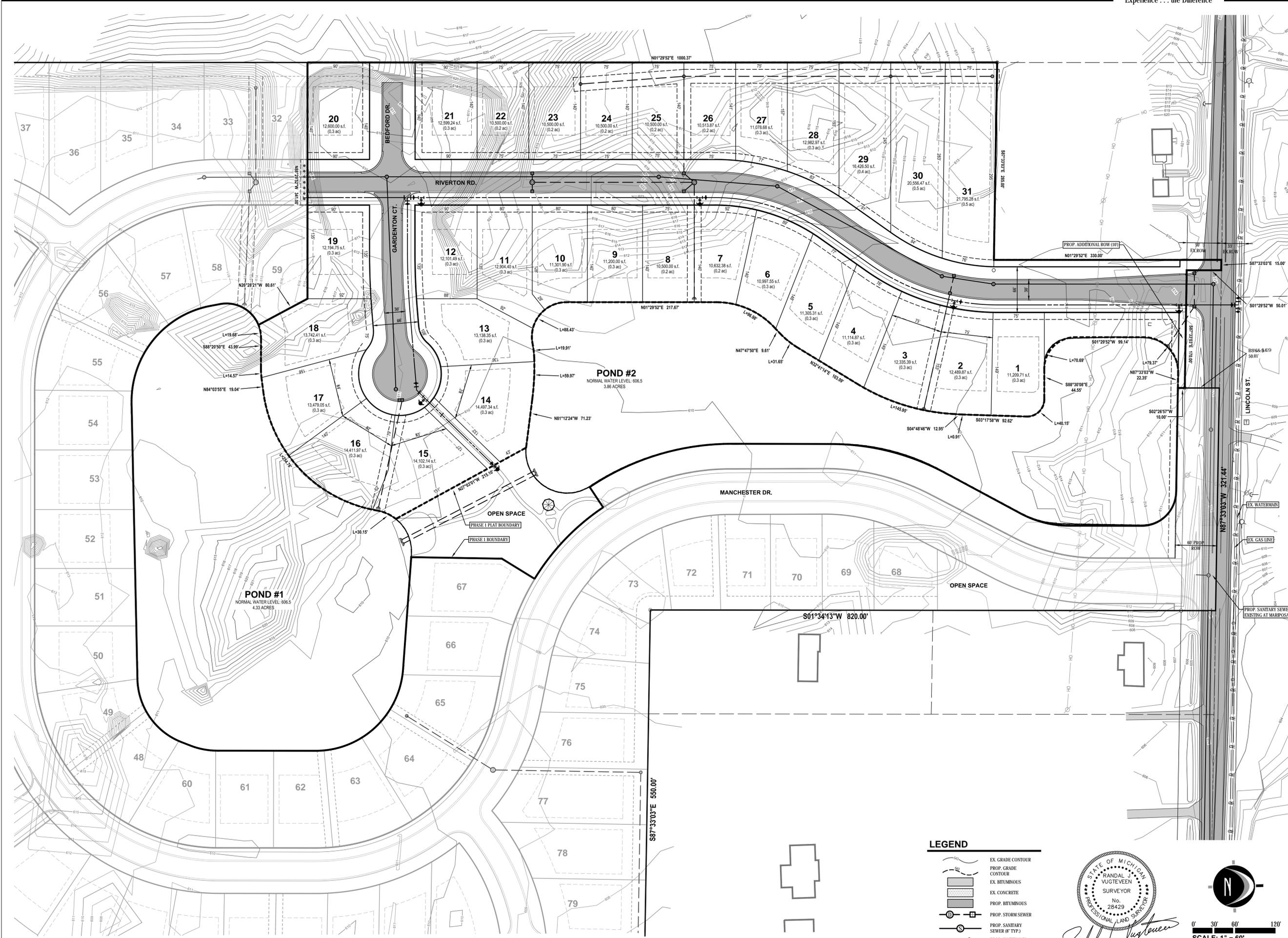
**OTTAWA COUNTY ROAD COMMISSION TYPICAL RESIDENTIAL SECTION WITH BITUMINOUS CURB & INFRASTRUCTURE LOCATION PROFILE [FOR RIVERTON RD (PUBLIC) & GARDENTON CT (PRIVATE)]**



**STAMP:**  
 STATE OF MICHIGAN  
 LICENSED PROFESSIONAL ENGINEER  
 JASON L. VAN RYN  
 No. 54207

**PROJECT NO:**  
 12201048

**SHEET NO:**  
**C-101**



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**PREPARED FOR:**  
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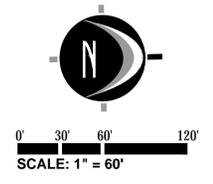
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 JASON L. VAN RYN  
 ENGINEER  
 No. 54207  
 LICENSED PROFESSIONAL ENGINEER

**PROJECT NO:**  
 12201048  
**SHEET NO:**  
**C-102**

- LEGEND**
- EX. GRADE CONTOUR
  - PROP. GRADE CONTOUR
  - EX. BITUMINOUS
  - EX. CONCRETE
  - PROP. BITUMINOUS
  - PROP. STORM SEWER
  - PROP. SANITARY SEWER (8" TYP.)
  - PROP. WATERMAIN (8" TYP.)

STATE OF MICHIGAN  
 RANDAL J. VUGTEVEEN  
 SURVEYOR  
 No. 28429  
 PROFESSIONAL LAND SURVEYOR





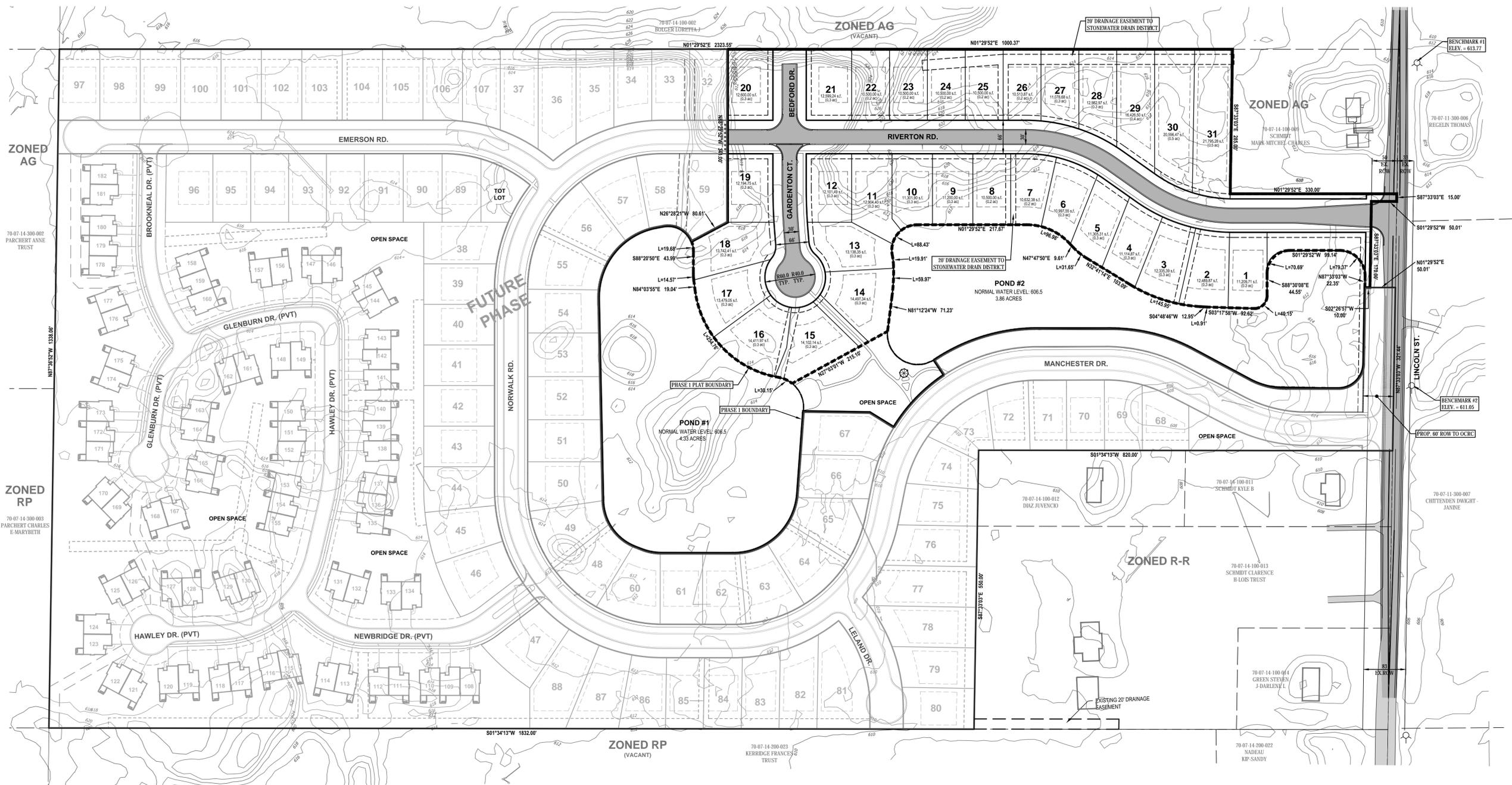
www.nederveld.com  
800.222.1868  
GRAND RAPIDS  
217 Grandville Ave., Suite 302  
Grand Rapids, MI 49503  
Phone: 616.575.5190

ANN ARBOR  
CHICAGO  
COLUMBUS  
HOLLAND  
INDIANAPOLIS  
ST. LOUIS

**PREPARED FOR:**  
Lincoln Street Holdings, LLC.  
Dale Kraker

3115 Railway Drive  
Byron Center, MI 49315

**REVISIONS:**  
Title: PH1 Tentative Prelim. Plat V. Date: 12.09.16  
Drawn: JM Checked: EP S. Date: 12.09.16  
Title: PH1 Tentative Prelim. Plat Resub. V. Date: 12.28.16  
Drawn: JM Checked: EP S. Date: 12.28.16  
Title: PH1 Final Prelim. Plat Submittal V. Date: 06.15.17  
Drawn: JM Checked: EP S. Date: 06.15.17

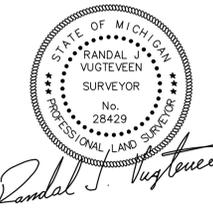


PHASE 1 FINAL PRELIMINARY PLAT OF:  
**STONEWATER**  
A PLATTED SUBDIVISION & CONDOMINIUM NEIGHBORHOOD  
**Overall Site Topography Plan**  
15730 & 14306 LINCOLN STREET  
PART OF THE NORTHWEST 1/4 OF SECTION 14, T7N, R16W,  
GRAND HAVEN TOWNSHIP, OTTAWA COUNTY, MICHIGAN

**STAMP:**

**PROJECT NO:**  
12201048

**SHEET NO:**  
**C-103**



**LEGEND**

- EX. BITUMINOUS
- PROP. BITUMINOUS

SCALE: 1" = 100'

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

**WATER**

MONTH	WORK ORDERS	METER		REPLACED METERS	REPLACED MXU'S	NEW TAPS		MAIN INSTALLED IN FEET	MILLION GALLONS OF NOWS 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	340	2	2	9	268	1	5	500	32.40	1.59	0.00
MAY	188	4	3	3	80	5	4	0	76.10	5.29	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	1339	16	18	25	855	17	17	500	198.34	10.91	0.00
TOTALS		34				34	5245		209.26	10.91	

**NOTES:**

1 1/2" meter installed at 14820 Piper Lane  
 2" meter installed at 14834 Piper Lane  
 2" meter installed at 14835 Piper Lane  
 2" meter installed at 15002 Madeline Court  
 2" meter installed at 15060 Tess Court  
 2" meter installed at 16808 Piper Lakes

**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	2	0	0	8.21
MAY	0	2	0	9.73
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	18	6	0	43.25
TOTALS		816		

**NOTES:**

Catherine Rusco  
16383 Warner St.  
Grand Haven, MI 49417

Dear Grand Haven Charter Township Board Members:

I am interested in being considered to serve as a Loutit District Library Trustee. I have lived in Grand Haven since I married Mark in 1989, and we have two grown children. My BA (Alma College) and MA (Central Michigan University) are English majors. I am the lead English Instructor and Writing Center Director at Muskegon Community College where I serve on multiple committees. From 2005-09, I served on the MCC branch of the Muskegon Community Foundation and recently chaired the John Bartley Fundraiser that included coordinating a dinner and silent auction.

I have been an avid user and supporter of the Loutit District Library since we moved to Grand Haven. I have enjoyed seeing the tremendous changes in the facility, technology and services. It would be an honor to give back to the community by serving on the Board of Trustees. Thank you for your consideration.

Sincerely,

Cathy Rusco

846-9773 cell: (616) 402-4026

[cathyrusco@sbcglobal.net](mailto:cathyrusco@sbcglobal.net)

<http://www.muskegoncc.edu/contact/cathy-rusco/>