

GRAND HAVEN CHARTER TOWNSHIP BOARD
MONDAY, NOVEMBER 12, 2018

WORK SESSION – 6:30 P.M. – NOTE LATER START TIME

1. Strategic Plan – Discussion Regarding Update
2. Recreational Marihuana – Update and Discussion

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 October 22, 2018 Board Minutes
 2. Approve October 30, 2018 Budget Work Session Special Meeting
 3. Approve Payment of Invoices in the amount of \$918,614.47 (*A/P checks of \$690,605.47 and payroll of \$228,009.00*)
 4. Renew IT Services Contract with EGL Tech (\$77,460.00 annual)
 5. Approve Public Service Truck Purchase (\$30,090.00)
 6. Approve Bid Package – Replace Portion of Administrative Building Roof
- VI. PRESENTATION – City Manager Pat McGinnis & Neighborhood Development Coordinator Rhonda Kleyn – Affordable Housing Task Force
- VII. PUBLIC HEARING – Joint Special Assessment Public Hearing for the following:
 - FY2019 Special Assessment Police Services Roll
 - FY2019 Special Assessment Sewer Roll
 - FY2019 Special Assessment Storm Drain Roll
 - FY2019 Special Assessment Delinquent Water and Sewer Payments
 - FY2019 Special Assessment Street Lighting Roll
 - FY2019 Special Assessment Street Paving Roll
 - FY2019 Special Assessment Delinquent Rubbish Cleanup
- VIII. OLD BUSINESS
 1. Second Reading – Water System Ordinance – Work in the ROW
 2. Second Reading – Sewer System Ordinance – Work in the ROW
 3. Second Reading – PUD – Millhouse Bayou Condos
 4. Second Reading – Rezoning – Millhouse Bayou Outlot – RR to R-2
 5. Second Reading – PUD – Lincoln Pines Expansion
 6. Second Reading – Zoning Text Amendment – Accessory Buildings
 7. Approve – Resolution 18-11-01 – Police Services Special Assessment Roll
 8. Approve – Resolution 18-11-02 – Sewer Special Assessment Roll
 9. Approve – Resolution 18-11-03 – Storm Drain Special Assessment Roll]
 10. Approve – Resolution 18-11-04 – Delinquent Water and Sewer Assessment Roll
 11. Approve – Resolution 18-11-05 – Street Lighting Special Assessment Roll
 12. Approve – Resolution 18-11-06 – Street Paving Special Assessment Roll
 13. Approve – Resolution 18-11-07 – Delinquent Cleanup Special Assessment Roll

IX. NEW BUSINESS

1. Approve – Tentative Preliminary Plat – Lincoln Pines Subdivision No. 2
2. Approve – Resolution 18-11-08 – Township Donation Policy

X. REPORTS AND CORRESPONDENCE

1. Committee Reports
2. Manager's Report
 - a. October Building Report
 - b. October Ordinance Enforcement Report
 - c. October Public Services Report
 - d. September Legal Review
3. Others

XI. EXTENDED PUBLIC COMMENTS/QUESTIONS ON NON-AGENDA ITEMS ONLY
(LIMITED TO THREE MINUTES, PLEASE.)

XII. 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, OCTOBER 22, 2018**

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

Board members absent:

Also present was Manager Cargo and Community Development Director Fedewa.

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 October 8, 2018 Board Minutes
2. Approve Payment of Invoices in the amount of \$367,135.53 (A/P checks of \$241,396.67 and payroll of \$125,738.86)

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

VI. PUBLIC HEARINGS

1. Supervisor Reenders opened the public hearing on the Planned Unit Development (PUD) for the Millhouse Bayou Condominiums at 7:02 p.m.

Community Development Director Fedewa reviewed her memorandum on the proposal by Mike Bosgraaf for 26 condo units (*i.e., 11 two-unit building and 1 four-unit building*) on the 9.1 acre site.

It was noted that the project is requesting three departures, one of which is recommended for denial from the Planning Commission (*i.e., road width*).

Developer Mike Bosgraaf (*Holland City*) requested that the Board grant an exception for a 24' road – curb to curb.

Staff noted that the approval and report would contain the Planning Commission recommendations on road width.

Supervisor Reenders closed the public hearing at 7:07 p.m.

2. Supervisor Reenders opened the public hearing on the Planned Unit Development (PUD) for the expansion of Lincoln Pines at 7:07 p.m.

Community Development Director Fedewa reviewed her memorandum on the proposal by for the proposed new total of 80 acres, 114 platted single-family homes and 48 condominium units.

Developer Michael McGraw (*Cannon Township*) offered a brief history of the development.

It was noted that an email was received from Rob Yoder – a current resident of Lincoln Pines – that opposed the alterations to the PUD.

Supervisor Reenders closed the public hearing at 7:10 p.m.

VII. OLD BUSINESS

1. **Motion** by Treasurer Kieft supported by Clerk Larsen to present and postpone further action until November 12th on the Millhouse Bayou Condos PUD application and rezoning of 14100 152nd Avenue, 15014 Bignell Drive, and Parcel No. 70-07-01-151-011 from RR to Planned Unit Development. This is a first reading. **Which motion carried.**
2. **Motion** by Treasurer Kieft supported by Trustee Meeusen to present and postpone further action until November 12th on the Lincoln Pines Expansion PUD application and rezoning of Parcel No. 70-07-12-400-007 from RR to Planned Unit Development. This is the first reading. **Which motion carried.**

VIII. NEW BUSINESS

1. **Motion** by Treasurer Kieft supported by Clerk Larsen to present and postpone the Zoning Map Amendment Ordinance concerning the rezoning of 0.55-acres that is part of the parcel located at 14100 152nd Avenue from Rural Residential (RR) to Single Family Residential (R-2), with the remaining 0.63-acres to remain RR. Further action will be postponed until November 12th when the zoning map amendment ordinance and Conditional Zoning Agreement will be considered for adoption. This is the first reading. **Which motion carried.**
2. **Motion** by Trustee Redick supported by Trustee Gignac to present and postpone that portion of the Zoning Text Amendment Ordinance addressing the size of accessory structures with the other portions of the ordinance – including the number of accessory buildings, setbacks and height. Further action will be postponed until November 12th when it will be considered for adoption. **Which motion carried.**

IX. REPORTS AND CORESPONDENCE

- a. Committee Reports
- b. Manager's Report
 - i. September Public Services Report
 - ii. September Enforcement Report
 - iii. Manager Cargo noted that the Budget Work Session is scheduled for October 30th at 6:00 p.m.
- c. Trustee Behm asked if there was support on the Board to approve a resolution opposing Proposal 1. Cargo noted that his email asking the same was not able to generate sufficient support for resolution opposing the ballot initiative; but, that the Board had directed staff to prepare to "Opt Out" should Proposal 1 be approved by the voters.

X. PUBLIC COMMENTS

- a. Jeanne Coppola (*18156 Holcomb Road*) has lived in the Holcomb Hills neighborhood for 24 years and opposes a Township permit allowing for a fence that is 6' tall and about 600' in length. She expressed concern about a water shut-off valve that would be located behind the fence and requested a "stop work" be posted.
- b. Jill Stamison-Manani (*18251 Holcomb Road*) is the president of the Holcomb Hills Association and has lived at her residence for 14 years. She does not believe the rear yard is being interpreted properly, that a fence should not be located so close to a narrow county road and noted that the Holcomb Hills Association has restrictive covenants providing for architectural control.
- c. Community Development Director Stacey Fedewa noted that an original permit for a stockade fence was stopped when it was discovered that solid fences are not allowed within critical dune areas. The second fence permit was for a chain link fence. The applicant met all of the requirements for the fence and a permit was issued.
- d. Matt Mariani (*18521 Holcomb Hills Road*) is the vice-president of the Holcomb Hills Association. He believes that the 6' fence is being installed in the side yard, stated that the DNR has concerns about the movement of wildlife, and shared photos of the area being fenced.
- e. Robert Reenders (*18130 Holcomb Road*) noted that the Association has restrictive covenants that requires all structures to be approved. He believes that the Township should revoke the fence permit.
- f. Manager Cargo noted that the Township does not use public funds to enforce private agreements and encouraged the residents to seek legal counsel.
- g. Scott Wagasley (*17944 Holcomb Road*) is concerned that the fence creates an unsafe situation since the fence is 7' from the paved roadway and eliminates "escape routes", the road is too narrow to allow a fence.
- h. Ben Sprunger (*18144 Holcomb Road*) is a second home resident for 57 years. He made numerous attempts to speak with the homeowner but has been ignored. He believes the road is too narrow and is concerned with the water service easement.
- i. Community Development Director Stacey Fedewa shared an illustration that indicated the front, side and rear yard for the parcel and the location of the fence.
- j. Manager Cargo indicated that staff would review the roadway and fence with the Fire/Rescue department to ensure the clear and passable area is sufficient for

- emergency vehicles. The result of this review will be shared with the full Board and residents.
- k. Laird Schaefer (*12543 Wilderness Trail*) noted that trees and overhanging branches have been removed from the clear and passable area on their private road. He wants to ensure that resident understand that the Private Road Ordinance can require trees or brush to be removed from the private road right-of-way.

XI. ADJOURNMENT

Motion by Clerk Larsen and seconded by Trustee Meeusen to adjourn the meeting at 8:47 p.m. **Which motion carried.**

Respectfully Submitted,

Laurie Larsen
Grand Haven Charter Township Clerk

Mark Reenders
Grand Haven Charter Township Supervisor

**GRAND HAVEN CHARTER TOWNSHIP BOARD
TUESDAY, OCTOBER 30, 2018**

SPECIAL MEETING – BUDGET WORK SESSION

I. CALL TO ORDER

Supervisor Reenders called the special budget work session meeting of the Grand Haven Charter Township Board to order at 6:00 p.m.

III. ROLL CALL

Board members present: Reenders, Meeusen, Kieft, Redick, and Larsen.

Board members absent: Behm and Gignac

Also present were Manager Cargo, Fire/Rescue Chief Gerencer, Public Services Director VerBerkmoes, Community Development Director Fedewa, Human Resources Director Dumbrell, and Finance Director Sandoval.

IV. NEW BUSINESS

Manager Cargo provided an overview of the proposed 2019 Fiscal Year budget of about \$14.18 million. The Board and Staff answered questions and offered clarifications to the draft of the budget.

Staff were instructed to (1) include \$2,000 for the Coast Guard Festival “Heroes & Legends Dinner” to help fund the USCG Officials’ meals; and, (2) increasing the Board of Review Committee pay to \$30 per hour with a minimum payment of \$60 per meeting.

The “Truth in Budgeting” public hearing is scheduled for Monday, November 26th at 7:00 p.m.

V. PUBLIC COMMENTS/QUESTIONS

None

VI. ADJOURNMENT

Without objection, Supervisor Reenders to adjourn the meeting at 7:09 p.m.

Respectfully Submitted,

Laurie Larsen
Grand Haven Charter Township Clerk

Mark Reenders
Grand Haven Charter Township Supervisor

GRAND HAVEN CHARTER TOWNSHIP STRATEGIC PLAN

2015 – 2018



GRAND HAVEN TOWNSHIP BOARD

Karl French, Supervisor
William Kieft III, Treasurer
Laurie Larsen, Clerk
Howard Behm, Trustee
Mike Hutchins, Trustee
Cal Meeusen, Trustee
Ron Redick, Trustee



Above all else, our purpose is to provide superior customer service to our community.

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STRATEGIC PLANNING



What is Strategic Planning?

Simply put, strategic planning is an organization's process for defining its direction and identifying objectives to guide decisions regarding the allocation of capital and people. The focus of a strategic plan is typically on the whole organization and they are established for a specific timeframe, typically three to five years. Since strategic planning cannot foretell exactly how the marketplace will evolve and what issues will surface over time, it is essential to re-visit them on an annual basis.

Why is the Township doing a Strategic Plan?

Grand Haven Charter Township is a desirable place to live with its beautiful natural features, lakeshore location, and reasonable commute to regional employment centers. Over the last 60 years the Township's population has grown from 1,997 to about 16,000+ and that rapid growth has led to an increased demand for public services.

The long lasting impacts of the so-called "Great Recession" have largely passed and the Township has entered a new period of growth. Although this growth is not as robust as the pre-2006 levels, the growth is expected to continue through 2017. Consequently, the Township is facing questions regarding the level of service and capital projects designed to improve quality of life as opposed to being mainly focused on cost control measures.

How will the Township use the Strategic Plan?

The plan will be used as a tool to:

- Assist with communicating the Township's goals
- Assure that elected officials are all "on the same page"
- Set priorities and make decisions
- Monitor and measure implementation progress
- Identify needed changes

OUR PLANNING PROCESS



“Resilient Grand Haven” Planning Process

A joint planning project with the City of Grand Haven directed by the Land Information Access Association (LIAA), a non-profit community planning firm based out of Traverse City.

This collaborative planning process included the following steps:



“Resilience is the capacity to absorb severe shock and return to a desired state following a disaster.”

—Godschalk, 2009

1. Monthly **Joint Planning Commission meetings** with the planning staff and commissioners from both jurisdictions.
2. The **Community Summit** invited residents, community leaders, and an array of presenters to learn about the project.
3. Three **Community Action Team (CAT)** meetings were held after the Summit. Each included six “break-out” sessions to focus on specific topics.
4. The **University of Michigan** presented their fiscal impact model based on a matrix of scenarios for various weather conditions.
5. Three **Special Joint Sessions** with the Township Board and Planning Commission were held to correlate the needs of an updated Strategic Plan with the “Resilient Grand Haven” Master Planning process.
6. Draft **Goals & Objectives** were submitted to the Township Board, Planning Commission, and Department Directors for review and comment.
7. At the **Joint Community Open House** each municipality presented their Resilient Grand Haven Master Plan drafts for public comment.
8. The updated **Master Plan** (*adoption pending*) and **Strategic Plan** include valuable information obtained during the community engagement sessions and the “Resilient Grand Haven” planning process.

OUR MISSION



The Mission of Grand Haven Charter Township is to:

- Provide and continually improve those essential services that can best be provided by the Township and are necessary for the health, safety and welfare of all who live, work or visit the community;
- Protect and invest the financial resources entrusted to us;
- Provide a superior customer experience; and,
- Protect, promote and invest in our abundant natural resources.



The 2015 Mission statement shows only a minor evolution from the 1997 Strategic Plan Mission statement:

“The mission of the Grand Haven Charter Township Board is to provide those professional quality services that can best be furnished by the Township and are necessary for the health, safety and welfare of the residents.

The Township shall continually improve these services to accommodate the needs and expectations of the residents, who are the customers and stakeholders of the Township.”

The 2015 Mission Statement recognize the fiscal constraints that exist even during periods of growth and places an emphasis on meeting the service needs of the citizens.

OUR GOALS



Maintain a Healthy Financial Balance that Reflects Current Revenues and Future Projections (see page 7)

Deliver Superior Essential Services that Can Best Be Provided by the Township (see page 9)



Maintain and Improve the Infrastructure that is Necessary to Enhance the Community's Health, Safety, and Quality of Life (see page 10)

Establish Strong Partnerships within Our Community, with Our Neighbors, and with Other Governmental Agencies to Promote Shared Essential Services and Resources (see page 12)



Support and Retain Economic Development that Enhances the Quality of Life in Balance with the Protection of Our Community Character (see page 13)



GOAL: Maintain a Healthy Financial Balance that Reflects Current Revenues and Future Projections

Grand Haven Charter Township maintains eleven (11) funds with majority of operations found in eight (8), including the General Fund, Fire/Rescue Fund, Police Services Fund, DDA Fund, Municipal Street Fund, IT Fund, Water Fund and Sewer Fund. In general, monies from one fund cannot be transferred to the other funds.

The \$3.0± million annual expenditures from the General Fund are the source of most of the services associated with local government, such as assessing, building and zoning services, parks, elections, drain maintenance, pathways, etc. Grand Haven Charter Township relies on various sources of revenues to supply its General Fund, including property taxes, fees and state revenue sharing. Most of the revenue sources have stabilized since the so-called “Great Recession” with some revenue streams showing recent increases.

Although the Township collects over \$22 million in property taxes each year, the vast majority of these taxes are not kept by the Township. Rather, they are distributed to the State of Michigan, the local school districts, Ottawa County and other taxing jurisdictions. For every tax dollar that the Township collects, about 84.3 cents is distributed to others.

General Fund Revenue Sources

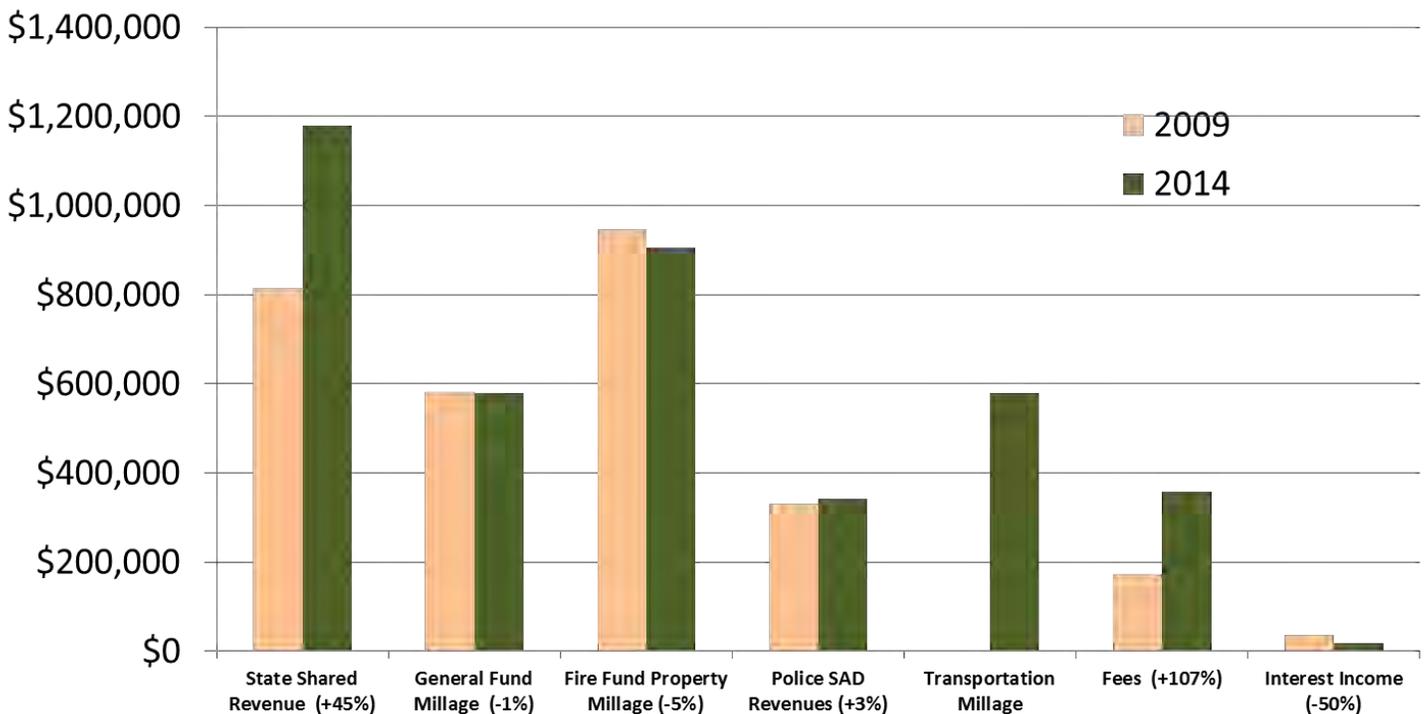


Objectives:

- Adopt policies that support – “living within our means”.
- Have sufficient financial reserves to respond to emergencies and economic downturns.
- Prioritize taxing and spending to focus on “quality of life” issues.

Low Millage Rate

Grand Haven Township’s millage rate is the 5th lowest of all 24 municipalities in Ottawa County and is about 4.12 mills below ↓ the average.



Selected Revenue Streams—change from 2009 (*not adjusted for inflation*)

ESSENTIAL SERVICES

Objectives:

- Define and prioritize those essential services that can be best furnished by the Township.
- Continually improve the services provided by the Township, especially those services that relate to public safety (*i.e., fire/rescue services and police protection*).
- During the annual budget approval process, review department organization, responsibilities, functions, and staffing (*including succession planning*).
- Develop a versatile professional workforce that is cross trained to ensure superior customer service.
- Show appreciation for superior staff, committee and board service.
- Review and implement recommendations for sustainable and creative solutions.

GOAL: Deliver Superior Essential Services that Can Best Be Provided by the Township

Grand Haven Charter Township provides a broad array of public services and amenities to its citizens. The Township recognizes that unlike the private sector, citizens cannot “choose” to do business or receive their services from another local government or agency. With this in mind, the Township staff adopted the creed that *“Above all else, our purpose is to provide superior customer service to our community.”*

As the Township’s population has increased, so has the demand for services and the need to both maintain and expand the existing infrastructure (*e.g., pathways, streets, drain districts, bus service, etc.*).

The Township’s goal is to carefully evaluate and prioritize the services and amenities it offers to ensure they can be provided at the highest possible level and in a fiscally responsible manner.

Under state law, the only services that the Township Board must provide are:

Property assessments, tax collection, and elections.

However, the Board has chosen to provide or support a variety of services, many of which are considered foundational for local governments, including:

1. Fire/Rescue services
2. Contracted police services
3. Municipal water
4. Municipal sewer
5. Planning and Zoning
6. Building Code Enforcement
7. Parks
8. Pathways
9. Cemeteries
10. Economic development
11. Ambulance service
12. Road maintenance
13. Storm water maintenance
14. Property Code enforcement
15. Drain maintenance
16. Trash collection
17. Library services
18. Liquor control enforcement
19. Yard waste collection
20. Website and IT services
21. Recreational programs
22. Bus Service

INFRASTRUCTURE

GOAL: Maintain and Improve the Infrastructure that is Necessary to Enhance the Community's Health, Safety, and Quality of Life

Grand Haven Charter Township prides itself on the quality infrastructure it provides to its citizens. This is considered to be a basic and fundamental function for the Township.

Even during the so-called "Great Recession", the Township was able to sustain road maintenance in cooperation with the Ottawa County Road Commission (OCRC) at levels "fair" or higher. And, in cooperation with the Ottawa County Water Resources Commission (OCWRC), the Township was able to maintain the storm systems throughout the community.

Objectives:

- Establish and implement asset management principles for roads in the Township to address issues of safety, mobility and community character.
- Maintain funding source for basic infrastructure maintenance (e.g. roads, pathways and storm drains).
- Provide high quality water and sewer services.
- Collaborate and partner with other communities and agencies to provide and maintain essential infrastructure and services.
- Use technology to enhance services and to increase efficiencies in every aspect of operations.
- Integrate other Township plans with the Strategic Plan and use these as key tools in making decisions regarding operations, capital investments, and natural resource protection.
- Maintain and refine planning and zoning requirements so they are responsive to community character and priorities.



Infrastructure Facts Sheet

INFRASTRUCTURE	WHAT DO WE HAVE?	FUNDING SOURCE	FACTS
 <p>ROADS</p>	<ul style="list-style-type: none"> 106.28 Miles of Public Roads <ul style="list-style-type: none"> 23.25 Primary 24.20 Local 18.81 Gravel 40.48 Subdivision 	<ul style="list-style-type: none"> Tax monies through the OCRC Municipal Street Fund General Fund <p>Transportation Revenues are increasing.</p>	<p>At the end of 2014, all of the paved roads were rated “5” or better on the Pavement Surface Evaluation and Rating System (PASER) where “10” is excellent.</p>
 <p>DRAINS</p>	<ul style="list-style-type: none"> 15 County Drainage Districts 	<ul style="list-style-type: none"> Special Assessments General Fund 	<p>All costs are paid through assessments, except for minor maintenance.</p>
 <p>WATER SYSTEM</p>	<ul style="list-style-type: none"> 88.42 Miles of Main (2) 500,000 Gallon Elevated Storage Tanks 5 Meter Stations 5,039 Taps 	<ul style="list-style-type: none"> Water Use Fees Connection Fees 	<p>A cost of service rate study will be completed in 2015.</p>
 <p>SEWER SYSTEM</p>	<ul style="list-style-type: none"> 18.79 Miles of Main 9 Pump Stations 722 Connections 	<ul style="list-style-type: none"> Sewer Use Fees Connection Fees 	<p>A cost of service rate study will be completed in 2015.</p>
 <p>BIKE PATH</p>	<ul style="list-style-type: none"> 26.7 Miles 	<ul style="list-style-type: none"> Funded with 2 debt mileages approved by voters Maintenance funded by General Fund 	<p>The last debt millage expired in 2008; plans for a ten mile expansion will be presented to the voters in 2016.</p>
 <p>PARKS</p>	<ul style="list-style-type: none"> 437 Acres of Public Land with 6 Parks Ottawa County has 587 acres of additional Park land in the Township 	<ul style="list-style-type: none"> General Fund Grants 	<p>During 2015, the Township expects an additional 115 acres from the Witteveen Estate and to purchase 40 acres with a MNRTF grant.</p>
 <p>CEMETERIES</p>	<ul style="list-style-type: none"> Lakeshore Cemetery Historic Cemetery 	<ul style="list-style-type: none"> General Fund User Fees 	<p>All tasks within a 2002 Cemetery Plan are complete. User Fees are insufficient to fund maintenance.</p>

STRONG PARTNERSHIPS

GOAL: Establish Strong Partnerships within Our Township, with Our Neighbors, and with Other Governmental Agencies to Promote Shared Essential Services and Resources

To further reduce costs and to provide benefits to the region as a whole, Grand Haven Charter Township is working cooperatively through partnerships with adjacent communities and organizations. In addition to the cost savings that result from improved efficiency, regional cooperation has also led to improved relations with adjacent municipalities and local agencies. The Township currently cooperates on a regional basis in the following ways:

- Grand Haven/Spring Lake Sewer Authority
- Harbor Dredging
- Harbor Transit
- Loutit District Library Authority
- Fire Department Mutual Defined Response Areas
- NOCH Ambulance Authority
- North Ottawa Community Hospital
- North Ottawa Recreation Authority
- North Ottawa Water System (NOWS)
- Regional Economic Development contract
- Resilient Grand Haven Plan
- Robbins Road Sub-area Plan
- July 4th Fireworks
- Emergency Management and Planning



North Ottawa Community Health System



Loutit District Library
Expanding Horizons, Enriching Minds



Objectives:

- Share progress on the Strategic Plan with the community through articles in the Township newsletter.
- Regularly communicate with the community about the issues facing the Township.
- Identify meaningful ways for citizens to engage in the process to govern.
- Collaborate with other governmental agencies to provide essential services and to enhance natural resources.



GOAL: Support and Retain Economic Development that Enhances the Quality of Life in Balance with Protecting Our Community Character

- Ottawa County is ranked second in Michigan and 98 in the United States in the total value of agricultural production.
- Tourism attracts nearly \$50 million each year to the greater Grand Haven area.
- Manufacturing provides for about 29% of the jobs in this region. This is more than 30,000 jobs.
- In comparison, only 12% of jobs in Michigan and only 14% of the jobs in the nation are provided by manufacturing.
- Of the three types of wealth creating businesses in this region, manufacturing is the most important.

Community wealth is created by businesses that sell products or provide services to others that are outside of the region. These businesses attract dollars to this region. The Township is fortunate to benefit from three different types of wealth creating businesses – tourism, agriculture and manufacturing. Also, North Ottawa Community Hospital is important to the area's economy through the 1,000± jobs provided.

Grand Haven Charter Township is a unique community that benefits from its proximity to Lake Michigan, the Grand River, and bayous. The economic vitality of the region is sustained by the agricultural, manufacturing, and tourism industries and the community supports its existing businesses and employers. It also encourages economic growth and development. While the makeup of the Township is varied, its rural character is nonetheless a prime asset. This unique dimension adds importance to establishing and maintaining development standards that appropriately respond to community character, surrounding land uses, and environmental features.



DEVELOPMENT

“In order for the Township to be successful, the Township must support and partner with local businesses”

Objectives:

- Support business retention and expansion.
- Seek economic development opportunities that provide employment and sustain community character and quality of life.
- Work with businesses and economic development organizations to identify and support the assets necessary for economic growth in alignment with the Township’s Master Plan.
- Collaborate with local agencies and neighboring municipalities to attract and support:
 - Higher education
 - Healthcare services
 - Senior housing and services
- Protect the Township’s environmental features that help define its rural character, including water resources, wetlands, and woodlands.
- Continue a policy of balanced development that is based on community character, surrounding land uses, and environmental features; establish design standards.





SUPERINTENDENT'S MEMO

DATE: November 7, 2018

TO: Township Board

FROM: Cargo

SUBJECT: Proposal 1 – Approval of Recreational Marijuana

Proposal 1 – or what will now be known as the Michigan Regulation and Taxation of Marihuana Act (MRTMA) – was approved by voters within the State of Michigan with about 57% of the vote. However, it is noted that the ballot measure failed in both Ottawa County (*with 57.6% voting “No”*) and in Grand Haven Charter Township (*with 51.2% voting “No”*).

Although the actual ballot language was 134 words, the full text of the initiative is about 6,515 words in length. As a result, the Marijuana Initiative is somewhat complex and it is expected that the State of Michigan will need about 12 months to finalize the accompanying regulations.

General Recommendation if the Township Wants to “Opt Out”:

The recommendation of Township’s legal firm (*i.e., Dickinson Wright*) if the Township elected officials determine to completely “opt out” of the commercialization of marijuana is to adopt two ordinances. The first ordinance will be a general “opt out” ordinance, prohibiting marihuana establishments as defined under the Michigan Regulation and Taxation of Marihuana Act.

The second ordinance will be a zoning ordinance that repeats the prohibition of marihuana facilities.

Scheduling:

The general “opt out” ordinance can be adopted quickly, so that the Township is on record as having opted out. A first reading could be held as early as **November 26th** with a second reading on December 10th.

The zoning ordinance will take longer to adopt because the ordinance must be the subject of a Planning Commission public hearing before it can be considered for adoption. The purpose of the zoning ordinance “opt out” amendment is to protect Grand Haven Township from being attacked for adopting only the general “opt out” ordinance and thus, arguably, regulating land uses without completing the zoning process.

A public hearing on the Zoning ordinance “opt out” amendment could be held as early as December 3rd.

These two ordinances can be adopted and in place well before Michigan has finished its regulations for marihuana establishments under the Act. (*Michigan has a year to prepare the marijuana regulations, but it is not obligated to take that long.*)

Action:

At this stage, staff is requesting that the elected officials (1) direct legal staff to prepare the necessary “opt-out” ordinances; (2) direct Township staff to immediately include the “opt-out” ordinance on the next Board agenda; and, (3) direct Township staff to schedule a public hearing by the Planning Commission on the related “opt out” zoning ordinance amendments.

Please contact me if you have any questions or comments prior to the meeting.

The following list the range of options should the Board decide it does not want to completely prohibit the existence of recreational marijuana establishments. The Township may:

1. Completely prohibit. The Township may completely prohibit, by ordinance, the existence of recreational marihuana establishments.
2. Limit the Number. Instead of completely prohibiting, the Township may adopt an ordinance allowing the existence of recreational marihuana establishments and provide limits on the number of establishments within the municipality.
3. Establish Competitive Process for Applicants. If the Township allows a certain number of establishments, and a greater number of applicants for state licenses wish to locate in that municipality, the MRTMA requires the municipality to decide by a competitive process which applicants are best suited to comply with the MRTMA.
4. Provide Reasonable Restrictions on Establishments. If recreational marihuana establishments are allowed, the Township may provide reasonable time, place and manner restrictions with respect to such establishments, and provide restrictions on signage. The Township may also provide for a civil infraction and penalty of not more than \$500 for a violation of an ordinance by a recreational marihuana establishment.
5. Limit Locations Through Zoning Ordinance. As a follow up to 4, above, the Township may adopt reasonable zoning regulations to limit the location of recreational marihuana establishments, except that the Township that otherwise allows recreational marihuana establishments cannot prohibit different types of establishments (e.g., a processor and a retailer) from operating at a single location, and cannot prohibit a recreational marihuana establishment from sharing a location with a medical marihuana facility, as long as both

types of businesses are allowed to exist in the municipality. Zoning regulations can be adopted to provide additional buffers on school and other properties, e.g., to require marihuana establishments (if not completely prohibited) be located at least 1,000 feet from schools, child care centers, public parks, libraries or other types of properties. These types of regulations have been established in municipalities with respect to medical marihuana facilities, though separate regulations should be written for recreational marihuana establishments.

6. Prohibit Use in Public Places. The Township may prohibit the use of marihuana in public places. Section 4(1)(e) of the legislation provides that the law does not authorize consuming marihuana in a public place. As that language does not specifically prohibit use in public places and considering the challenge of limiting public places to people 21 years of age or older, it is recommended that the Township that desires to prohibit the use of marihuana in public places adopt an ordinance specifically prohibiting that behavior.
7. Allow Use in Designated Areas. Notwithstanding the authority in 4 above, the Township may allow the use of marihuana in designated areas and at designated times, for example at special events – as long as any such area is off limits to people under 21 years of age.



Public Services Memo

DATE: November 8, 2018

TO: Township Board/Superintendent

FROM: Mark VerBerkmoes

RE: Information Technology Support Services

As you may recall, the IT support services agreement with EGL Tech is up for renewal. As part of the renewal process, staff have been in discussions with EGL in an effort to reduce the Township costs and increase responsiveness.

Attached is a renewal agreement that appends the current agreement by reducing the cost to the Township from \$83,700 to \$77,460, a difference of \$6,240. This reduction is primarily because there was a decrease in the number of hours being spent on help desk related calls.

In addition, the renewal agreement now includes Service Level Agreements (SLA) whereby particular aspects of service are specifically identified. In brief, requests for assistance will now be cataloged by severity and the response to each will be evaluated. This insures that each call for service is given proper priority and that EGL has responded and resolved the issue in a timely manner. Moreover, there is a sliding scale that can be utilized to reduce the Township's costs in case of failure of EGL to perform.

It is staff's recommendation that the Township enter into an IT Support Agreement Renewal with EGL Tech for Information Technology Support Service at a cost of \$77,460 annually.

If the Board agrees with this recommendation, the following motion could be offered:

“Move that the Township Superintendent is authorized to sign an agreement with EGL Tech of Holland Michigan for Information Technology Support Services in the amount of \$77,460 annually.”

If the Board has any questions or concerns, please contact Cargo or myself prior to Monday's meeting.



IT Support Agreement Renewal

The EGLtech Smart Care service provides affordable proactive IT management and support to growing business. Utilizing our unique framework for providing managed IT services, EGLtech provides a range of proactive services to keep your computer systems up and running and your people and business productive.

The following pages reflect a renewal of the agreement between EGLtech, Inc and Grand Haven Charter Township dated 4/3/2017.



GRAND HAVEN CHARTER TOWNSHIP

December 1, 2018

How We're Different

Now days, technology plays a larger role in businesses than ever before – and that isn't going to change anytime soon. Successful, thriving businesses require a clear and predictable technology strategy to assist in their growth. That's why Smart Care is more than an outsourced help desk. We are an extension of your business and share in your goals, successes, and growth strategies.

Strategic Planning

Your unique business requires a technology plan that's aligned with your business – not a 'one size fits all' approach. EGLtech's Strategic Planning process looks at all aspects of your business including people, goals, processes, and technologies. As your business grows, you can be confident that your technology, and the processes behind your team, won't hold you back.

What's Included

1. All services as listed in the original agreement dated 4/3/2017 are considered to be included in this agreement renewal document.
2. The exception will be the number of hours covered under this agreement. These hours are documented below.
3. Regular meetings and communication schedules will be determined by contacts between GHCT and EGLtech.

Coverage

Remote Helpdesk and Vendor Management of Grand Haven Charter Township's IT networks will be provided by EGLtech through remote means between the hours of 7:30 am – 5:00 pm Monday through Friday, excluding public holidays. Network Monitoring Services will be provided 24/7/365. Support includes monitoring of all computers, servers, networks and network devices.

Support and Escalation

EGLtech will acknowledge Grand Haven Charter Township's submitted support tickets per the SLA addendum to this agreement. Tickets may be submitted by your organization's designated IT contact or end user, by email to our Help Desk, or by phone. Each email/call will be assigned a ticket number for tracking.

Service outside Normal Working Hours

Services performed outside of the hours of 7:30 am – 5:00 pm Monday through Friday shall be subject to our current Evening Labor Rates. You will always be reminded of this before we begin any work during these hours.

Limitation of Liability

In no event shall EGLtech be held liable for indirect, special, incidental or consequential damages arising out of service provided hereunder including, but not limited to, loss of profits or revenue, loss of use of equipment, lost data, costs of substitute equipment, or other costs.

Service Level Agreement

Grand Haven Township and EGL agree that response and resolution times to Help Desk requests are of utmost importance for the client's business practices. To that end, the Township and EGL agree to establish Service Level Agreements (SLA) for specific ticket types based on the table below:

Severity Level	Impact	Description	Response Times – Business Hours	Resolution Times – Business Hours*	Response Times – Off Hours	Resolution Times – Off Hours*
High	Severe Business Impact	An outage, severe performance degradation or failure of one or more critical systems, function or services that has a severe business impact across multiple users. Prevents multiple end users from work, or affects a Priority end user's (VIP) ability to accomplish tasks.	30 minutes	90% resolved within 2 hours	2 hours	90% resolved within 4 hours
Medium	High Business Impact	An outage, severe performance degradation or other failure of one or more non-critical systems functions or services. Prevents a single end user from or substantially impairs that end user's ability to use his or her PC. Examples: Outage causing an end user's PC to be completely unavailable; network printer, etc.	1 hour	90% resolved within 8 hours	4 hours	90% resolved within 16 hours
Low	Low Business Impact	Any fault or breakdown that adversely affects an end user's ability to work and for which there is a reasonable and practical workaround with minimal or no loss of efficiency or functionality. User still able to work but has lost some functionality. An inquiry by an end user for information related to IT services. Examples: A 'how to' question, or failure of a peripheral device.	2 hours	90% resolved within 24 hours	8 hours	90% resolved within 36 hours

SLA Performance

SLA performance goals shall be evaluated using the reporting available within the ticketing system. To assist with accountability and oversight, EGLtech will provide SLA performance reports if requested.

SLA performance periods begin the first day of each month and end the last day of each month when determining compliance. Calculations shall be based on performance for SLA performance goals as a whole and not based on individual SLA categories. The compliance calculation will be based on the number of tickets that met the SLA criteria divided by the total number of tickets for that month.

In the event SLA performance goals are not met, EGLtech Technical Services Manager and the main contact at Grand Haven Charter Township will determine the root cause of non-performance. It is understood that all resolution times are best effort as many variables enter in to each individual situation.

If, after a determination, the responsibility is found to lie with EGLtech, the following sliding scale may be implemented as a reduction in the Township's costs for that month:

Percent of Monthly Tickets Resolved Within SLA	Amount of Payment
90 - 100%	100%
80-89%	90%
70-79%	80%
60-69%	70%
< 50%	Termination Option

However, after determination, the responsibility is found to lie with the client due to things such as lack of information, lack of response to inquires, etc., or, if final resolution is beyond control of EGLtech due to things such as mother nature, lack of vendor response or support, etc., the sliding scale will not apply.

EGLtech / Grand Haven Charter Township Schedule of Services and Fees 2018 - 2019

Description	Estimated Annual Hours	Regular Hourly Rate	Annual Amount
Computer/Desktop Support Technician	600	\$ 99	\$ 59,400
Network Engineer	140	\$ 129	\$ 18,060
TOTAL ESTIMATED ANNUAL HOURS:	740	TOTAL ANNUAL SUPPORT COSTS:	\$ 77,460

Overtime Hourly Rate

Computer/Desktop Support Technician

\$ 135

Network Engineer

\$ 169

TOTAL ANNUAL SUPPORT COSTS: \$ 77,460 dollars.

11/05/2018

Date

Confidentiality

EGLtech and its agents will not use or disclose Grand Haven Charter Township's information and will protect against unauthorized use.

Fees and Payment Schedule

This agreement covers a period of twelve (12) months from the effective date.

See Schedule of Services and Fees (Page 6) associated with this agreement.

Terms

By signing this agreement, you agree to the EGLtech Terms & Conditions, located at www.egltech.net/our-terms.

Authorized Signature	EGLtech, Inc.	Date
Authorized Signature	Grand Haven Charter Township	Date
1 Year		12/1/2018 – 11/31/2019
Contract Length		Agreement Effective Dates



Public Services Memo

DATE: November 8, 2018

TO: Township Board/Manager

FROM: Mark VerBerkmoes

RE: Year 2018 - Vehicle Purchase

As you may recall, the 2018 budget contained monies for the replacement of one of the Public Services vehicles. Specifically, the Department is proposing to replace a 2008 FORD 250 service truck that is utilized primarily within the Water and Sewer Departments.

There is a total of \$38,000 within the Water and Sewer budgets for the replacement of this vehicle. Remaining funds after the truck purchase will be utilized to purchase a service body, bed liner and other miscellaneous equipment, as required.

In the past staff has purchased vehicles utilizing the State Purchase Program from dealers offering fleet discounts to State and Local Governments. The system is very simple, the dealer provides a base cost to the State for each vehicle they desire to provide. Any additional options a unit desires to add/remove must be provided at dealer cost. The amount the Township pays is base cost + dealer cost of any option(s) we add/delete. The only profit the dealer makes is in the mark-up of the base vehicle.

That said, the Township had purchased a few trucks from Gorno Ford in Woodhaven, Michigan (*i.e., near Flint*). Unfortunately, Gorno has been difficult in terms of communications, follow-through, and service. Specifically, the staff at this dealership often don't return phone calls, misprice additions or deletions (*which invariable seem to be to their advantage*), and have numerous delays before ordering vehicles even after the Township has provided a purchase order. Difficulty attempting to confirm pricing on this truck confirmed nothing has changed in the recent past.

While discussing the Township's issues with The State of Michigan Department and Budget and other municipalities, staff have found that others are experiencing similar difficulties with Gorno. In an effort to find a responsive dealer with competitive pricing, staff contacted several municipalities to inquire how and where they purchase vehicles. Staff found that several have been purchasing through local dealers in their area. These dealerships have been able to extend fleet pricing and additional discounts to us as local government; making pricing very competitive.

Staff received the lowest quote from Great Lakes Ford of Muskegon in the amount of \$30, 090 (document and license fees will apply to any purchase and is estimated to be +/- \$225). As expected, the cost difference was very close with the next highest quotation from Preferred Ford at \$30,183, a difference of \$93.

Given the minor difference in pricing, the past working relationship with Great Lakes and the reduction in staff resources to deliver and pick-up the truck for the service body installation, staff is requesting authorization to proceed with the order and purchase of this vehicle from Great Lakes Ford of Muskegon. If the Board supports this request, the following motion could be offered:

Move to authorize staff to purchase a 2019 Ford F250 Service Truck from Great Lakes Ford of Muskegon for a total purchase price of \$30,090, plus document and license fees.

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



Public Services Memo

DATE: November 8, 2018

TO: Township Board/Manager

FROM: Mark VerBerkmoes

RE: Partial Roof Replacement – Administrative Building

As you may recall, the 2018 budget contained \$10,000 for the replacement of portions of the roof on the Administrative Building. The attached drawing shows the general locations. The portions to be replaced are estimated to be more than 25 years old and several small leaks have developed.

A bid package for the project has been developed with the assistance of an Architect and is ready to go out. The project includes removal and disposal of existing ballast materials, EIFS and flashing; removal and salvage of existing materials where appropriate including soffit; preparation of the existing roof and raising of existing HVAC units to proper height and; installation of additional insulation and roof membrane.

The new roof material will be a fully adhered single ply material from one of the following manufactures:

- PVC System Mfr.: Duro-Last Roofing, Inc.; white.
- TPO System Mfr: Carlisle SynTec Inc. and Firestone Building Products Co.; white.
- EPDM System Mfr.: Carlisle SynTec Inc. and Firestone Building Products Co.; white or black.

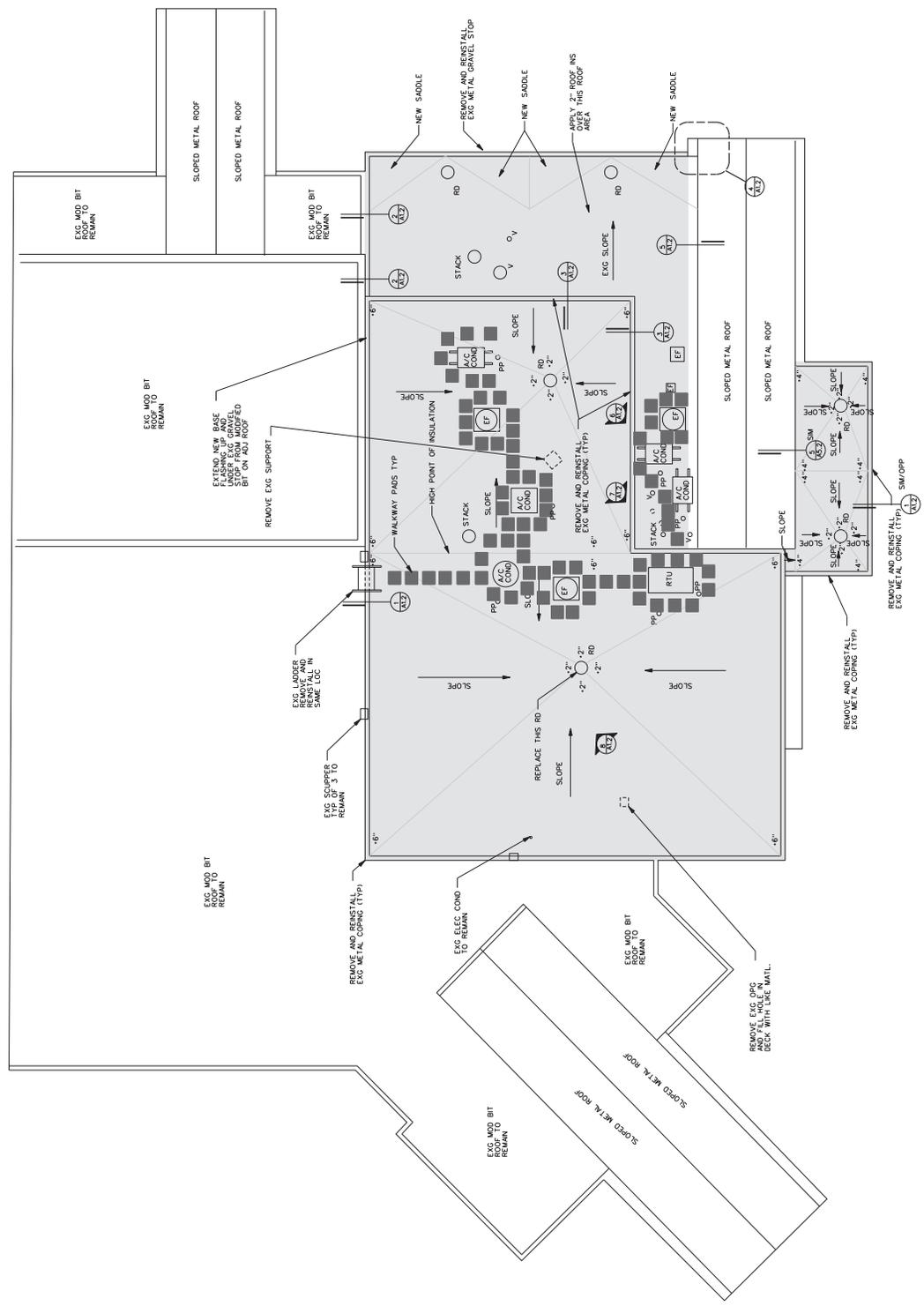
At this time, staff is requesting approval to go to bid on this project using the following schedule:

- 🚧 Project out for bid: November 13, 2018
- 🚧 Bid opening date: 10:00 AM Tuesday, November 27, 2018
- 🚧 Substantial completion: Friday, January 18, 2019
- 🚧 Completion date: Thursday, January 31, 2019

If the Board supports the request to go to bid on this project, the following motion could be offered:

Move to authorize staff to solicit bids for the partial replacement of portions of the roof on the Administrative Building.

If you have any questions or comments, or wish to see the complete bid package, please contact at your convenience.

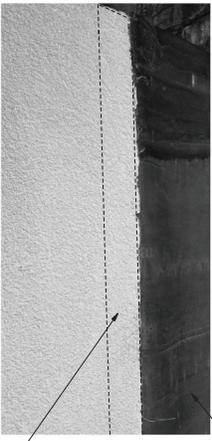


ROOF PLAN
 SCALE: 1/4" = 1'-0"

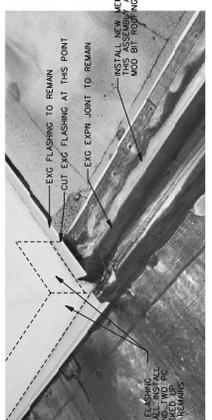


- GENERAL NOTES**
1. REMOVE ALL EXISTING PLYWOOD DECKING WITH INSULATION AND FIRM ROOFING.
 2. EXISTING INSULATION THICKNESS 1 1/2" ON THE UPPER ROOF AND 3" ON THE LOWER ROOF.
 3. REMOVE AND SALVAGE EXISTING METAL GRVEL STOPS, FLASHING AND COPING WHERE EVER POSSIBLE.
 4. REMOVE AND SALVAGE EXISTING METAL GRVEL STOPS, FLASHING AND COPING WHERE EVER POSSIBLE.
 5. APPLY 1/2" OSB TO PARAPET WALLS PRIOR TO INSTALLING NEW WELDBLANK MECHANICALLY FASTENED INSULATION.
 6. APPLY 1/2" OSB TO PARAPET WALLS PRIOR TO INSTALLING NEW WELDBLANK MECHANICALLY FASTENED INSULATION.
 7. REMOVE ALL EXISTING INSULATION AND FIRM ROOFING.
 8. REMOVE ALL EXISTING INSULATION AND FIRM ROOFING.
 9. ALL STAIRWELL AREAS ARE TO BE REDECKED.
 10. ALL STAIRWELL AREAS ARE TO BE REDECKED.
 11. REMOVE ALL EXISTING PLYWOOD DECKING WITH INSULATION AND FIRM ROOFING.
 12. REMOVE ALL EXISTING PLYWOOD DECKING WITH INSULATION AND FIRM ROOFING.
 13. ON ALL ROOF MOUNTED EQUIPMENT THAT IS NOT PRESENTLY ON A CURB OR A RAIL, PROVIDE 4X4 TREATED WOOD RAILS TO ELEVATE THE UNIT ABOVE THE ROOF AND SET THESE WOOD RAILS ON A STRUCTURAL MEMBER.

T H E D E S I G N F O R U M I N C



REMOVE EXG EIFS AND ALL BRICKWORK TO EXPOSE ROOF DECK. REMOVE EXG MET COPING AND REINSTALL AFTER ROOFING MEMBRANE IS INSTALLED.
 REMOVE EXG EIFS AND ALL BRICKWORK TO EXPOSE ROOF DECK. REMOVE EXG MET COPING AND REINSTALL AFTER ROOFING MEMBRANE IS INSTALLED.
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1 TYPICAL PARAPET DETAIL
 NO SCALE

2 DETAIL AT EXG EXPANSION JOINT
 NO SCALE

3 BASE FLASHING AT EIFS
 NO SCALE



REMOVE EXG MET COPING AND REINSTALL AFTER ROOFING MEMBRANE IS INSTALLED.
 REMOVE EXG MET COPING AND REINSTALL AFTER ROOFING MEMBRANE IS INSTALLED.



REMOVE EXG MET COPING AND REINSTALL AFTER ROOFING MEMBRANE IS INSTALLED.
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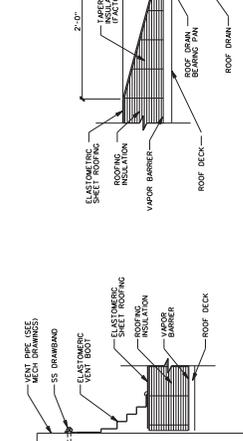


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4 FLASHING DETAIL
 NO SCALE

5 FLASHING-DETAILS
 NO SCALE

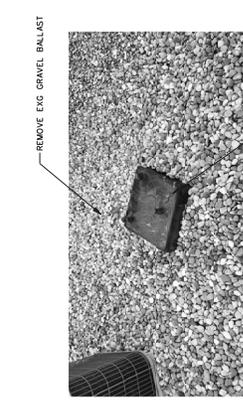
6 DETAILS
 NO SCALE



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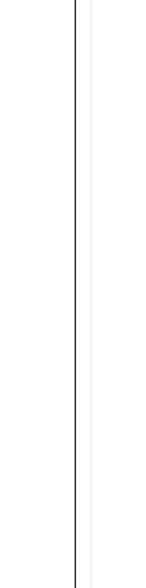
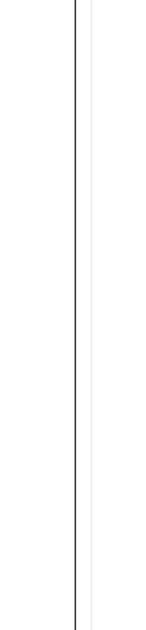
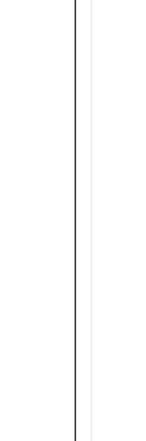
REMOVE EXG MET COPING AND REINSTALL AFTER ROOFING MEMBRANE IS INSTALLED.
 REMOVE EXG MET COPING AND REINSTALL AFTER ROOFING MEMBRANE IS INSTALLED.

7 DETAILS
 NO SCALE

8 DETAILS
 NO SCALE

9 TYPICAL VENT DETAIL
 SCALE: 1/2" = 1'-0"

10 TYPICAL ROOF DRAIN
 SCALE: 1/2" = 1'-0"





Public Services Memo

DATE: November 5, 2018

TO: Township Board

FROM: Mark VerBerkmoes

RE: Construction within Public Right-of-Way

I'm sure all of us recall the recent events experienced with the sanitary sewer construction in Lincoln Street. Construction of the deep sanitary sewer to the Stonewater Development initially closed the road, but then damage to a large culvert along the route significantly prolonged the closure. Moreover, the ride quality of the pavement replacement required an overlay to smooth the ride. To date, even after the overlay, that project within the Right-of-Way (ROW) remains incomplete inasmuch as the ride quality in Lincoln Street remains "poor".

This is not the first time the Township and its residents have experienced less than acceptable construction activities for a new development. Several years ago, a contractor attempted to construct the sanitary sewer in 152nd Avenue to the Bayou Pointe Development. Due to the contractor's inexperience with dewatering, after several days attempting to make progress, the contractor chose to walk off the job. This forced the Township to hire a different contractor to complete the work. Because the project bond was held by the Ottawa Road Commission (OCRC), the OCRC was required to collect from the bonding company on behalf of the Township in order for us to collect our costs, which eventually occurred.

Because of the recent issues described above, the Township Board directed staff to explore the possibility of the Township completing construction or extension of any water and sanitary sewer improvements within the ROW.

After reviewing ordinances proposed by staff, the Public Works and Streets Committee recommended approval of the attached amendments to the Sewer and Water Ordinance, that require the Township to complete the water or sewer utility improvements or extension on behalf of the developer whenever there is a possibility that the Township residents would be negatively impacted.

Attached to this memo are recommended revisions for the water and sewer ordinances. In brief, they afford the Township the ability to either complete the improvement on behalf of the developer or require a form of security for its completion if completed by the developer's contractor.

If the Board also supports these revisions to the Township's existing water and sewer ordinances, the following motions (*which require a roll call vote*) can be offered:

Move to approve and adopt the Right-of-Way work amendment to the Water System Ordinance until October 22nd. This is a second reading.

Move to approve and adopt the Right-of-Way work amendment to the Sewer Usage and Administration Ordinance until October 22nd. This is a second reading.

Please contact me if there are any questions or comments prior to the meeting.



WATER SYSTEM AMENDMENT ORDINANCE
CHARTER TOWNSHIP OF GRAND HAVEN, MICHIGAN
Ord. No. _____, Eff. _____

**AN ORDINANCE TO AMEND THE WATER SYSTEM ORDINANCE
REGARDING WORK IN THE STREET RIGHT-OF-WAY OR IN PUBLIC
EASEMENTS.**

GRAND HAVEN CHARTER TOWNSHIP, COUNTY OF OTTAWA, AND STATE OF MICHIGAN, ORDAINS

Section 1. Work in Right-of-Way. Section 13 of the Grand Haven Charter Township Water System Ordinance, Ordinance No. 442, as amended, is amended in its entirety to state as follows.

Sec. 13 WORK IN RIGHT-OF-WAY

All water system work in the street right-of-way or in public easements, including service lines to the property line, shall be constructed and performed by the Township or its agents or contractors.

The Township may waive this requirement if the party doing the work or contracting for the work deposits an adequate escrow amount with the Township, or otherwise posts adequate security for and acceptable to the Township (*e.g., performance bond, irrevocable bank letter of credit, etc.*).

Section 2. Effective Date. This Ordinance was approved and adopted by the Township Board of the Charter Township of Grand Haven, Ottawa County, Michigan, on November 12th, 2018, after introduction and a first reading on October 8th, 2018, and publication after such first reading as required by Michigan Act 359 of 1947, as amended. This Ordinance shall take effect 30 days after its publication following adoption.

Mark Reenders, Supervisor

Laurie Larsen, Clerk

CERTIFICATE

I, Laurie Larsen, the Clerk for the Charter Township of Grand Haven, Ottawa County, Michigan, certify that the foregoing Ordinance was adopted at a regular meeting of the Grand Haven Charter Township Board held on November 12, 2018. The following members of the Township Board were present at that meeting: _____

_____.

The following members of the Township Board were absent: _____.

The Ordinance was adopted by the Township Board with members of the Board _____

_____ voting in

favor and members of the board _____ voting in opposition.

The Ordinance was published as required after adoption on _____, 2018.

Laurie Larsen, Township Clerk

**SEWER USAGE AND ADMINISTRATION AMENDMENT ORDINANCE
CHARTER TOWNSHIP OF GRAND HAVEN, MICHIGAN
Ord. No. _____, Eff. _____**

**AN ORDINANCE TO AMEND THE SEWER USAGE AND
ADMINISTRATION ORDINANCE REGARDING WORK IN THE
STREET RIGHT-OF-WAY OR IN PUBLIC EASEMENTS.**

GRAND HAVEN CHARTER TOWNSHIP, COUNTY OF OTTAWA, AND STATE OF MICHIGAN, ORDAINS

Section 1. Building Sewers and Connections. Section 4.1.2 of the Grand Haven Charter Township Sewer Usage and Administration Ordinance, Ordinance No. 180, as amended, is amended in its entirety to state as follows.

2. The owner shall be responsible, at the owner's cost and expense, for the installation, connection, and maintenance of the building sewer to its connection with the public sewer.

Although the work shall be done at the owner's expense, all sewer system work in the street right-of-way or in public easements, including service lines to the property line, shall be constructed and performed by the Township or its agents or contractors. The Township may waive this requirement if the owner deposits an adequate escrow amount with the Township, or otherwise posts adequate security for and acceptable to the Township (e.g., performance bond, irrevocable bank letter of credit, etc.).

Section 2. Effective Date. This Ordinance was approved and adopted by the Township Board of the Charter Township of Grand Haven, Ottawa County, Michigan, on November 12th, 2018, after introduction and a first reading on October 8th, 2018, and publication after such first reading as required by Michigan Act 359 of 1947, as amended. This Ordinance shall take effect 30 days after its publication following adoption.

Mark Reenders, Supervisor

Laurie Larsen, Clerk

CERTIFICATE

I, Laurie Larsen, the Clerk for the Charter Township of Grand Haven, Ottawa County, Michigan, certify that the foregoing Ordinance was adopted at a regular meeting of the Grand Haven Charter Township Board held on November 12, 2018. The following members of the Township Board were present at that meeting: _____

_____.

The following members of the Township Board were absent: _____.

The Ordinance was adopted by the Township Board with members of the Board _____

_____ voting in

favor and members of the board _____ voting in opposition.

The Ordinance was published as required after adoption on _____, 2018.

Laurie Larsen, Township Clerk

Community Development Memo

DATE: November 7, 2018

TO: Township Board

FROM: Stacey Fedewa, AICP – Community Development Director

RE: Residential PUD – Millhouse Bayou Condos

BACKGROUND

The developer, Mike Bosgraaf, is proposing to build a condo development on 152nd Avenue on Millhouse Bayou. On October 1st the Planning Commission recommended the Board grant conditional approval. On October 22nd the Board held a first reading.

PROPOSED PROJECT

The proposed project would consist of a 9.1-acre site with 26 condos. The condos would be comprised of 11 two-unit condos and 1 four-unit condo.

Also included is the maximum density allowance of a 25% bonus in exchange for **preserving over 40%↑ of open space**. The open space will preserve 2.83-acres of

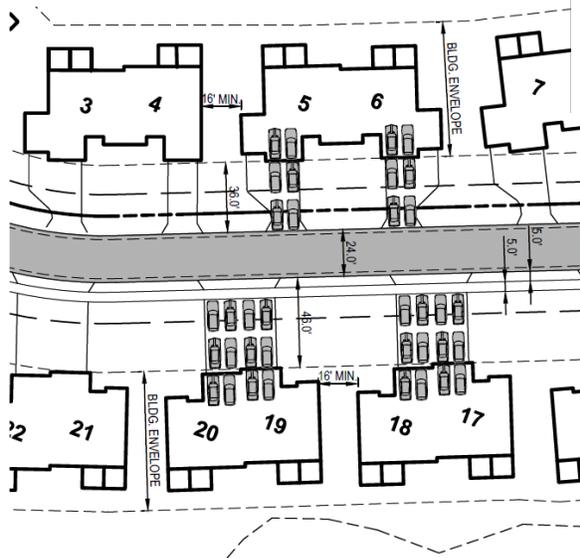


the bayou, floodplain, and wetlands along with an additional 1.1-acres of general open areas. This brings the total amount to 3.93-acres, which grants the 25% density bonus, which afford the developer a total of 26-units.

A sidewalk is proposed along the southern edge of the roadway.

Setbacks

The developer is proposing setbacks that align with both Lincoln Pines and Stonewater. A departure request is proposed.



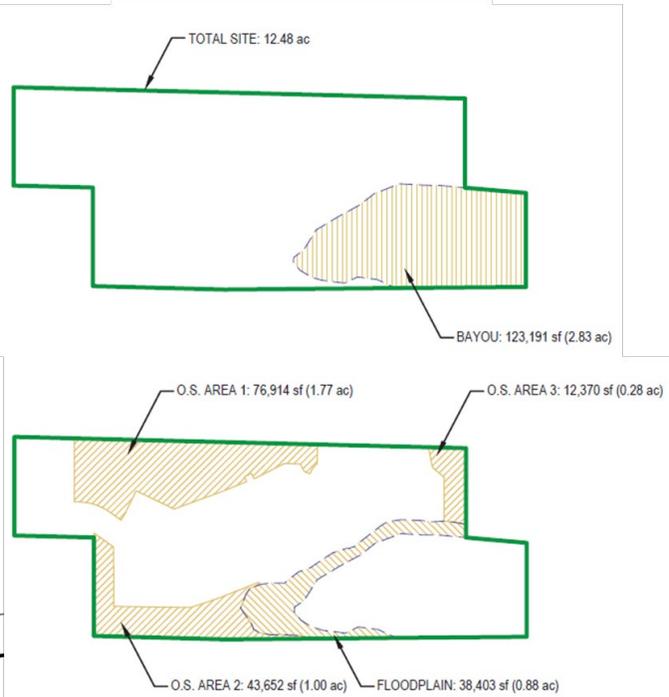
ATTACHED CONDOMINIUM LOT DETAIL

N.T.S.

Elevation Rendering



OPEN SPACE AREAS



MINIMUM BULK DESIGN REQUIREMENTS FOR ATTACHED CONDOMINIUMS

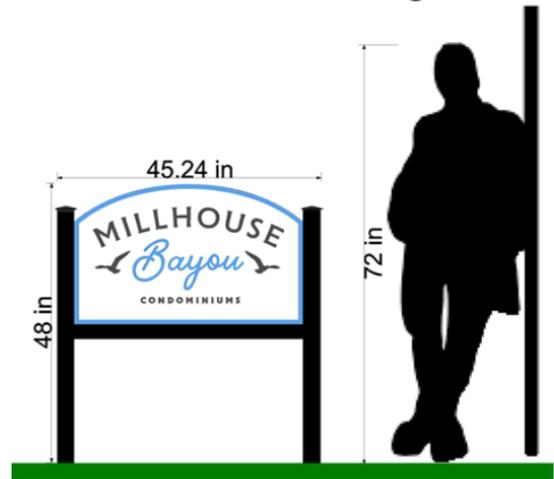
	TWO UNIT
FRONT YARD = (SIDEWALK SIDE)	46 FT.
FRONT YARD = (NON-SIDEWALK SIDE)	36 FT.
SIDE YARD =	0 FT.
REAR YARD =	0 FT.
BUILDING SEPARATION =	16 FT.
DRIVEWAY LENGTH = (SIDEWALK SIDE)	46 FT.
DRIVEWAY LENGTH = (NON-SIDEWALK SIDE)	36 FT.
MIN. WIDTH =	38 FT.
LOT SIZE PER UNIT = (SIDEWALK SIDE)	4697 SF.
LOT SIZE PER UNIT = (NON-SIDEWALK SIDE)	4280 SF.

Signage & Lighting

The developer is proposing an entrance sign and streetlight that both comply with current ordinance requirements.



Aluminum post/rail/caps Sandblasted sign



Landscaping Buffer

The developer is proposing to **maintain existing trees around the perimeter** as much as possible. In the few areas where they do not exist, or cannot be saved, new screening trees will be planted.

DEPARTURE REQUESTS

The developer is requesting 1 departure from the zoning ordinance, as well as two exceptions to the Private Road Ordinance. That said, while the Planning Commission can provide a recommendation to the exception request for a reduced road width, the Township Board is the only governing body permitted to approve the exception.

Section	Regulation	Developer Request	Staff Response
21.02 PC Recommends Approval	Side yard setback shall be a minimum of 10' with a total combined of 25'.	Requesting an 8' side yard setback with a total combined of 16'.	The request is consistent with other residential PUD's approved recently.
4.1 PC Recommends Approval	Maximum number of premises on a private road shall be limited to 24 per entrance to a public road.	Requesting 1 entrance only from 152 nd Avenue.	The Fire/Rescue Dept supports the request because IFC allows up to 30 dwellings per entrance.
4.3.C.3 PC Recommends Denial	Minimum width of a private road serving more than 8 premises is 30'.	Requesting a 24' width, which is consistent with three other developments within 1-mile: Bayou Pointe, Bignell Ridge, and Hunters Woods.	The Fire/Rescue Dept was supportive of a 26' width, which is consistent with OCRC requirements.

SAMPLE MOTIONS

If the Board finds the application complies with the standards, the following motion can be offered:

Motion to conditionally approve the Millhouse Bayou Condos PUD application and rezoning of 70-07-01-151-056, -011, and part of -008 from Rural Residential (RR) 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, Master Plan, and Private Road Ordinance. This motion is subject to, and incorporates the following conditions and report. **This is the second reading.**

If the Board finds the application does not comply with the standards, the following motion can be offered:

Motion to deny the Millhouse Bayou Condos PUD application, and direct staff to draft a formal motion and report with those discussion points, which will be reflected in the meeting minutes. This will be reviewed and considered for adoption at the next meeting.

If the Board finds the applicant must make revisions, the following motion can be offered:

Motion to table the Millhouse Bayou Condos PUD application, and direct the applicant to make the following revisions:

1. *List the revisions.*

REPORT (TO BE USED WITH A MOTION TO APPROVE)

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 Mike Bosgraaf of T Bosgraaf Homes LLC (the “Developer”) for approval of a Millhouse Bayou Condos Planned Unit Development (the “Project” or the “PUD”).

The Project will consist of single-family attached condominiums. This 9.1-acre Project will consist of eleven two-unit attached condos and one four-unit attached condo. It will also include 3.93-acres of designated open space. The Project as recommended for approval is shown on a final site plan (the “Final Site Plan”), last revised 9/21/2018, including landscaping (the “Final Landscape Plan”); collectively referred to as the “Documentation,” presently on file with the Township.

The purpose of this report is to state the decision of the Board concerning the Project, the basis for the Board’s recommendation, and the Board’s decision that the Millhouse Gardens PUD be approved as outlined in this motion. The Developer shall comply with all 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 OCRC specifications, as appropriate. In addition, an internal sidewalk system has been included along the south side of the private road.
 - 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 stormwater, 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 required by the Township, and installed by the Developer, around the boundaries of the development if deemed necessary to preventing trespassing or other adverse effects on adjacent lands.
 - O. The general purposes and spirit of this Ordinance and the Master Plan of the Township are maintained.
2. The Board finds the Project meets the intent for a PUD, as described in Section 17.01.3 of the Zoning Ordinance. By approving this Project as a PUD, the Township has been able to negotiate various amenities and design characteristics as well as additional restrictions with the Developer, 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, 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 two departures. The Board makes the following findings.
 - A. Section 21.02 – allow an 8-foot side yard setback, totaling a 16-foot building separation.
 - i. The Board finds it acceptable to allow a reduced side yard setback based on past practices of other residential PUDs, particularly those that include condominiums; and based on the preservation of open space.
4. The Grand Haven Charter Township Private Roads and Driveways Ordinance provides the standards for private road construction. Section 7 of this Ordinance permits the Board to grant exceptions when the strict application of the literal terms would impose an undue hardship, or when it results in practical difficulties. However, it is the general purpose of that Ordinance to protect the public health, safety, and welfare, and it is therefore anticipated that such exceptions should be rarely granted. The Board makes the following findings:
 - A. Section 4.1 – allow 26 premises on a private road with only one entrance.
 - i. The Board finds it acceptable to allow the additional two premises because the Grand Haven Charter Township Fire/Rescue Department is supportive of the request. Furthermore, Section D107.1 of the 2012 International Fire Code allows up to 30 dwellings utilizing one approved fire apparatus access road (*i.e., one entrance*).
 - ii. That the strict application of the literal terms of the Private Road Ordinance would impose an undue and substantial hardship on the Developer and adjacent residents, and the benefits would be limited, pursuant to the findings described below.
 - iii. That the aforementioned improvements to the road system would ensure adequate access for emergency vehicles.
 - iv. That granting the exception would not alter the essential character of the surrounding neighborhood.
 - v. That the residential units to be constructed can meet the requirements of all other applicable state and Township regulations.
 - vi. Further conditions are described in Section 9 of the Report.
 - B. Section 4.3.C.3 – allow a reduced roadway width of 24-feet.
 - i. The Board does not find this acceptable because the minimum requirements of the Ottawa County Road Commission call for a 26-foot width.
5. 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 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 community facilities in the form of a clubhouse; and
 - G. The Project will promote the preservation of open space.
6. The Project meets the following qualification requirements of Section 17.02 of the Zoning Ordinance:
- A. The Project meets the minimum size of five acres of contiguous land.
 - B. The Project site exhibits significant natural features encompassing more than 25% of the land area of the PUD which will be preserved as a result of the PUD plan. The features include wetland and floodplain.
 - C. The Project site has distinct physical characteristics which makes compliances with the strict requirements of the ordinance impractical.
7. The Board also finds the Project complies with the general PUD Design Considerations of Section 17.05 of the Zoning Ordinance.
- A. The stormwater 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).
 - 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. 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.
 - J. The Project is reasonably compatible with the natural environment of the site and the adjacent premises.
 - K. 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.
 - L. Exterior lighting within the Project complies with Chapter 20A for an LZ 3 zone.
 - M. Outside storage of materials shall be screened from view.
 - N. Signage is compliant with Section 24.13 of the Zoning Ordinance.
 - O. 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.

- P. 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.
 - Q. The Project satisfies the minimum open space of 20 percent required by the Zoning Ordinance.
 - R. The open space in the Project is large enough and properly dimensioned to contribute to the purpose and objectives of the PUD.
 - S. The open space in the Project consists of contiguous land area which is restricted to non-development uses.
 - T. The open space in the Project will remain under common ownership or control.
 - U. 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.
 - V. 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.
8. The Board finds that the Project complies with the uses permitted for a residential planned unit development, as described in Section 17.07.1.C of the Zoning Ordinance—Multiple Family Dwellings.
9. The Board also finds the Project shall comply with the below additional conditions as well.
- A. The exception to the Private Road Ordinance shall be conditioned upon the following:
 - i. The private road must have a 66-foot right-of-way for the entire length of the road.
 - ii. The private road must have a subbase of granular material (MDOT Class II), which is at least 12” in depth for the entire length of the road.
 - iii. The private road must have an aggregate base course of compacted gravel, crushed concrete, slag, or similar material which is at least 6” in depth for the entire length of the road.
 - iv. The private road must have a bituminous paving overlay of the base course which is at least 2½” in depth for the entire length of the road; and the bituminous mixture or content must also meet or exceed the current standards of the Ottawa County Road Commission.
 - v. The minimum width of the subbase, aggregate base course, and bituminous paving overlay shall be at least 26-feet for the entire length of the road.
 - vi. The private road shall have a vertical clearance of at least 13-feet for the entire length of the road.
 - vii. The private road must be “clear and passable” for an additional two-feet on each side of the road, which means it shall be free of brush, shrubs, trees, obstructions, or any other debris.
 - viii. The private road shall end in a cul-de-sac with a minimum 40-foot radius.
 - ix. No occupancy permit for any building accessed by the private road shall be issued until the owner’s engineer has certified to the Township that the private road has been constructed in compliance with all of the aforementioned requirements.
 - x. The owner(s) of the property adjacent to the private road shall execute a Private Road Maintenance Agreement, which will be drafted by the Township Attorney and recorded with the Ottawa County Register of Deeds. A copy of which shall be provided to any purchase of property served by the private road. The maintenance provisions (*e.g., snow removal, tree trimming, tree removal, and reconstruction*) shall apportion the maintenance responsibilities among the appropriate property owners. The special assessment portion of the agreement must be signed by all owners of record of all the property to be served by

the private road at the time of application. The agreement shall provide that if the private road is not maintained in accordance exception, the Township shall have the option but not the obligation to establish a special assessment district to fund the required improvements. The agreement shall provide that all of the signatories and their successors shall be deemed in favor of the special assessment district, and all their property shall be included within said district.

- xi. The name of a private road shall be established only with the approval of the Township's Fire/Rescue Department in order to avoid confusion or duplication of names.
 - xii. The property shall not be divided or split inasmuch as an additional split would increase the private road non-conformity.
 - xiii. The property shall meet all other environmental, building, and zoning requirements that may arise during the course of the home construction.
 - xiv. The property owner and Township shall enter into an agreement based upon this motion, which agreement shall be recorded with the Ottawa County Register of Deeds.
- B. All dwellings shall be constructed a minimum of 3-feet above the Base Flood Elevation as determined by the FEMA NFIP Map with a 12/16/2011 effective date.
 - C. The Condominium Master Deed, Bylaws, and Exhibit B documents must be submitted to the Township for review and approval prior to obtaining a building permit.
 - D. The open space must be set aside by means of conveyance that satisfies the requirements of Section 17.05.5.G of the Zoning Ordinance. Said conveyance shall be submitted to the Township for review and approval prior to obtaining an occupancy permit.
 - E. Must obtain permits from all applicable agencies including, the Ottawa County Road Commission and Ottawa County Water Resources Commissioner. Permits shall be obtained before building permits are issued.
 - F. The Developer shall enter into a PUD Contract with the Township, which will be drafted by the Township Attorney and executed by the Township Board prior to receiving an occupancy permit.
 - G. This approval is also conditioned upon the Developer meeting all applicable Federal, State, County, and Township laws, rules, and ordinances.
 - H. The Developer shall comply with all the requirements of the Documentation, specifically including all the notes contained thereon, and all the representations made in the written submissions by the Developer to the Township for consideration of the Project.
 - I. In the event of a conflict between the Documentation and these conditions, these conditions shall control.



GRAND HAVEN CHARTER TOWNSHIP

Community Development Memo

DATE: November 7, 2018

TO: Township Board

FROM: Stacey Fedewa, AICP – Community Development Director

RE: Millhouse Bayou Outlot – Rezoning (RR to R-2) – 0.55 Acres Only

BACKGROUND

The applicant, Mike Bosgraaf (*developer of the Millhouse Bayou Condos PUD*), wants to divide one of the parcels comprising the project site to create an outlot that has an existing dwelling. This property is located at 14100 152nd Avenue and is 1.18-acres in size. Applicant is proposing to divide and rezone 0.55-acres from RR to R-2 in order to comply with the minimum lot width requirement. The remainder of the land would be included in the PUD rezoning. On October 22nd the Board held a first reading.

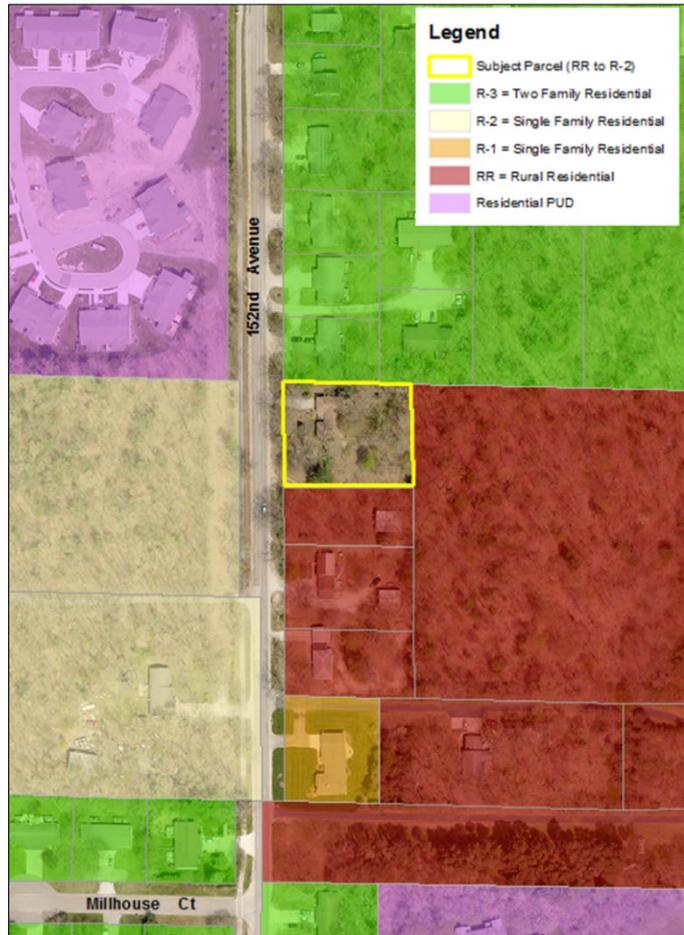
The application was tested against the “Three C’s” evaluation method.

COMPATIBILITY

*Is the proposed rezoning **compatible** with the existing developments or zoning in the surrounding area?*

Adjacent zoning:

Direction	Current Zoning	Existing Use
North	R-3	Duplex
South	RR	Single Family
East	RR	Single Family
West	R-2	Vacant



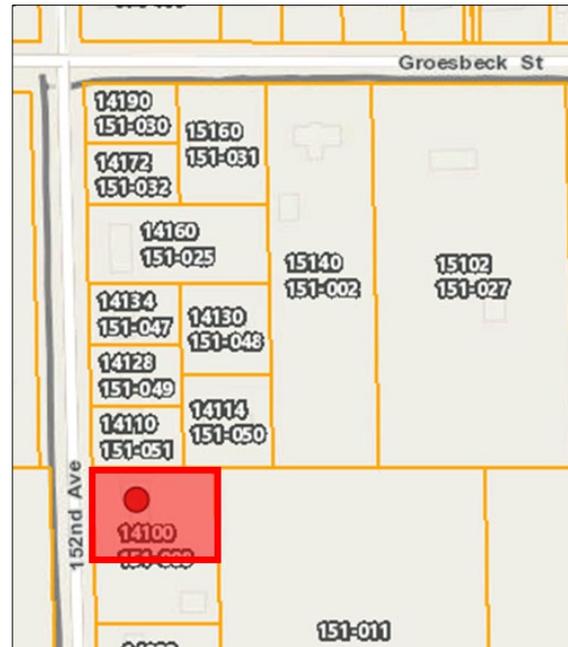
CONSISTENCY

*Is the proposed rezoning **consistent** with the goals and objectives of the Master Plan and does it coincide with the Future Land Use Map in terms of an appropriate use of the land?*

The 2016 Future Land Use Map has master-planned the subject parcel for Medium Density Residential, the applicant is requesting a rezoning to R-2, which is consistent.

The Statement of Purpose for the RR district:

- The R-2 Single Family Residential District is designed to be a restrictive residential district to encourage an environment of predominately low-density single-family dwellings, together with a minimum of other residentially related facilities and activities to serve the residents in the Township. Lots or parcels in this district should be supported by certain infrastructure features, including paved roads, natural gas, municipal water, and, if available, sanitary sewer.



CAPABILITY

*Does the proposed rezoning require an extension of public sewer and water, roadway improvements, or enhanced fire and police protection, and if so, is it in an area **capable** of being provided with such services?*

Parcels in R-2 should be supported by minimum infrastructure features including a paved road, municipal water, and if available, sanitary sewer. This property is on 152nd Avenue, which is paved, and is connected to sanitary sewer.

However, the property is not connected to municipal water. Thus, the **applicant has requested a Conditional Zoning Agreement**, which indicates the subject property would be connected to municipal water in exchange for being rezoned to the R-2 Single Family Residential District.

SAMPLE MOTIONS

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

Motion to approve the Zoning Map Amendment Ordinance and Conditional Zoning Agreement concerning the rezoning of 0.55-acres from part of parcel 70-07-01-151-008 from Rural Residential (RR) to Single Family Residential (R-2).
This is the second reading.

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

Motion to deny the Bosgraaf application for a Conditional Zoning Agreement for 14100 152nd Avenue to rezone from Rural Residential (RR) to Single Family Residential (R-2) because the application does not meet the requirements and standards set forth by the Grand Haven Charter Township Zoning Ordinance, Master Plan, and Future Land Use Map.

If the Board finds the rezoning application is premature or needs revisions, the following motion can be offered:

Motion to table of the Bosgraaf application for a Conditional Zoning Agreement, and direct the applicant to address the following items:

1. *List the items...*

Please contact me prior to the meeting if you have questions.



Community Development Memo

DATE: November 7, 2018
TO: Township Board
FROM: Stacey Fedewa, AICP – Community Development Director
RE: Residential PUD – Lincoln Pines – Expansion

BACKGROUND

- 2014 – the Lincoln Pines PUD was approved for a 99-lot single family subdivision.
- 2016 – the first phase of 38-lots, was officially platted.
- 2018 – in January an amendment was approved to reconfigure the development and add condos, which included 72-lots and 53-units, totaling 125 units.
- 2018 – the developer acquired an additional 20-acres of land.

PROPOSAL



A PUD application has been submitted rather than a PUD Amendment because the additional land is being added, so that is why departures are being requested as well.

The additional acreage brings the **total size of the development to 80-acres**. Another reconfiguration is being requested, which would add more subdivision lots and relocate the condos. The new proposal would include 114 platted lots and 48 condo units, bringing the total number to 162 dwellings.



Included with this proposal is eliminating the second entrance to Lincoln Street and instead, constructing the second entrance on 144th Avenue. This design is preferred by DPW for watermain looping, and the Ottawa County Road Commission.

This would also result in the need to convert some of the public roads to private because the condo driveways are unable to meet the spacing standards of the Ottawa County Road Commission.

The development would include **16.53-acres of open space (20.7%), and still includes sidewalks** in the existing portion as well as the expanded portion. Both of which would connect to the new pathways the Township will construct on 144th Avenue and Lincoln Street in 2019.

The developer is also proposing to exclude a 0.91-acre outlot from the PUD. If approved, the developer would submit an application to rezone from RR to R-1.

The **site plan is included in the packet again because the OCRC recently notified the developer a 60-foot right-of-way must be provided**, which shifted lots 63-69. That said, all lots remain consistent with the previous site plan.

DEPARTURE REQUESTS

Section	Regulation	Developer Request	Staff Response
21.02 PC Recommends Approval	Side yard setback shall be a minimum of 10' with a total combined of 25'.	Requesting an 8' side yard setback with a total combined of 16'.	The request is consistent with existing PUD and other residential PUD's approved recently.
4.3.C.3 PC Recommends Denial	Minimum width of a private road serving more than 8 premises is 30'.	Requesting a 24' width, which is consistent with three other developments within 1-mile: Bayou Pointe, Bignell Ridge, and Hunters Woods.	The Fire/Rescue Dept was supportive of a 26' width, which is consistent with OCRC requirements.

SAMPLE MOTIONS

If the Board finds the application complies with the standards, the following motion can be offered:

Motion to conditionally approve the Lincoln Pines Expansion PUD application and rezoning of 70-07-12-400-007 from Rural Residential (RR) 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, Master Plan, and Private Road Ordinance. This motion is subject to, and incorporates the following conditions and report. **This is the second reading.**

If the Board finds the application does not comply with the standards, the following motion can be offered:

Motion to deny the Lincoln Pines PUD expansion, and direct staff to draft a formal motion and report with those discussion points, which will be reflected in the

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

If the Board finds the applicant must make revisions, the following motion can be offered:

Motion to table the Lincoln Pines PUD expansion and direct the applicant to make the following revisions:

1. *List the revisions.*

REPORT (TO BE USED WITH A MOTION TO APPROVE)

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 Signature Land Development Corporation (the “Developer”) for approval of the Lincoln Pines Planned Unit Development expansion (the “Project” or the “PUD”).

The Project will consist of the existing 38 platted lots in phase 1, and in phases 2 and 3 will have an additional 76 platted lots and 48 condominium units. The Project as recommended for approval is shown on a final site plan (the “Final Site Plan”), last revised 11/2/2018 and is referred to as the “Documentation,” presently on file with the Township.

The purpose of this report is to state the decision of the Board concerning the Project, the basis for the Board’s recommendation, and the Board’s decision that the amended Lincoln Pines 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 OCRC specifications, as appropriate.
 - I. Appropriate measures have been taken to ensure that removal of surface waters will not adversely affect neighboring properties or the public storm drainage system. Provisions have been made to accommodate stormwater, 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 required by the Township, and installed by the Developer, around the boundaries of the development if deemed necessary to preventing trespassing or other adverse effects on adjacent lands.
 - O. The general purposes and spirit of this Ordinance and the Master Plan of the Township are maintained.
2. The Board finds the Project meets the intent for a PUD, as described in Section 17.01.3 of the Zoning Ordinance. By approving this Project as a PUD, the Township has been able to negotiate various amenities and design characteristics as well as additional restrictions with the Developer, 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, 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 two departures. The Board makes the following findings.
- A. Section 21.02 – allow an 8-foot side yard setback, totaling a 16-foot building separation.
 - i. The Board finds it acceptable to allow a reduced side yard setback based on past practices of other residential PUDs, particularly those that include condominiums; and based on the preservation of open space.
4. The Grand Haven Charter Township Private Roads and Driveways Ordinance provides the standards for private road construction. Section 7 of this Ordinance permits the Township Board of Trustees to grant exceptions when the strict application of the literal terms would impose an undue hardship, or when it results in practical difficulties. However, it is the general purpose of that Ordinance to protect the public

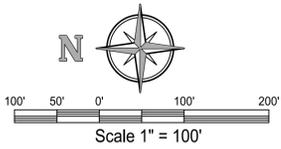
health, safety, and welfare, and it is therefore anticipated that such exceptions should be rarely granted. In doing so, the Board makes the following findings:

- A. Section 4.3.C.3 – allow a reduced roadway width of 24-feet.
 - i. The Board does not find this acceptable because the minimum requirements of the Ottawa County Road Commission call for a 26-foot width.
5. 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 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.
6. The Project meets the following qualification requirements of Section 17.02 of the Zoning Ordinance:
 - A. The Project meets the minimum size of five acres of contiguous land.
 - B. The Project contains two separate and distinct residential uses—single family, and attached condominiums.
 - C. The Project site has distinct physical characteristics which makes compliances with the strict requirements of the ordinance impractical.
 - D. The PUD design includes innovative development concepts that substantially forward the Intent and Objectives of Section 17.01, and permits an improved layout of land uses that could not otherwise be achieved under normal zoning.
7. The Board also finds the Project complies with the general PUD Design Considerations of Section 17.05 of the Zoning Ordinance.
 - A. The stormwater 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).

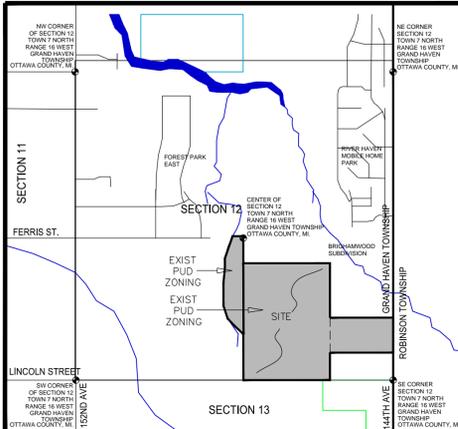
- G. Street lighting will be installed in the same manner as required under the Township's Subdivision Control Ordinance.
 - H. Buildings in the Project have been sited to protect natural resources. Natural features such as natural grade, trees, vegetation, water bodies and others have been incorporated into the Documentation.
 - I. 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.
 - J. The Project is reasonably compatible with the natural environment of the site and the adjacent premises.
 - K. 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.
 - L. Exterior lighting within the Project complies with Chapter 20A for an LZ 3 zone.
 - M. Outside storage of materials shall be screened from view.
 - N. Signage is compliant with Section 24.13 of the Zoning Ordinance.
 - O. 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.
 - P. 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.
 - Q. The Project satisfies the minimum open space of 20-percent required by the Zoning Ordinance.
 - R. The open space in the Project is large enough and properly dimensioned to contribute to the purpose and objectives of the PUD.
 - S. The open space in the Project consists of contiguous land area which is restricted to non-development uses.
 - T. The open space in the Project will remain under common ownership or control.
 - U. 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.
 - V. 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.
8. The Board finds that the Project complies with the uses permitted for a residential planned unit development, as described in Sections 17.07.1.A and 17.07.1.C of the Zoning Ordinance—Single Family Dwellings and Multiple Family Dwellings.
9. The Board also finds the Project shall comply with the below additional conditions as well.
- A. The Developer shall coordinate efforts with the Township to grant necessary easements for the construction of a non-motorized pathway on 144th Avenue and Lincoln Street in 2019.
 - B. The Developer shall rezone the outlot to comply with minimum zoning requirements.
 - C. The open space must be set aside by means of conveyance that satisfies the requirements of Section 17.05.5.G of the Zoning Ordinance. Said conveyance shall be submitted to the Township for review and approval prior to obtaining an occupancy permit.

- D. Must obtain permits from all applicable agencies including, the Ottawa County Road Commission and Ottawa County Water Resources Commissioner. Permits shall be obtained before building permits are issued.
- E. The Developer shall enter into a PUD Contract with the Township, which will be drafted by the Township Attorney and executed by the Township Board prior to receiving an occupancy permit.
- F. This approval is also conditioned upon the Developer meeting all applicable Federal, State, County, and Township laws, rules, and ordinances.
- G. The Developer shall comply with all the requirements of the Documentation, specifically including all the notes contained thereon, and all the representations made in the written submissions by the Developer to the Township for consideration of the Project.
- H. In the event of a conflict between the Documentation and these conditions, these conditions shall control.



LEGAL DESCRIPTION

Part of the Southwest 1/4 and part of the Southeast 1/4 of Section 12, Town 7 North, Range 16 West, Grand Haven Township, Ottawa County, Michigan, being described as: Commencing at the South 1/4 corner of said section, thence North 00 degrees 12 minutes 49 seconds East 50.01 feet along the North and South 1/4 line of said section to the Point of Beginning of the parcel of land herein described; thence continuing along said line North 00 degrees 12 minutes 49 seconds East 812.67 feet; thence North 88 degrees 52 minutes 42 seconds West 50.93 feet along the North line of the South 862.57 feet of the East 1/2 of the Southwest 1/4 of said section; thence North 27 degrees 54 minutes 19 seconds West 541.56 feet; thence North 00 degrees 12 minutes 49 seconds East 759.90 feet; thence North 24 degrees 38 minutes 47 seconds East 601.33 feet; thence South 88 degrees 45 minutes 53 seconds East 57.45 feet along the East and West 1/4 line of said section to the center of said section; thence South 00 degrees 12 minutes 49 seconds West 755.62 feet along the North and South 1/4 line of said section; thence South 88 degrees 45 minutes 53 seconds East 1174.96 feet; thence South 00 degrees 09 minutes 22 seconds West 1841.69 feet along the West line of the East 1/8 of the West 1/2 of the Southeast 1/4 of said section; thence North 88 degrees 46 minutes 29 seconds West 761.80 feet, along the North line of Lincoln Street, being parallel with and 50.00 feet (perpendicular measure) North of the South line of the Southeast 1/4 of said section; thence North 00 degrees 12 minutes 49 seconds East 279.99 feet along the East line of the West 415 feet of the Southeast 1/4 of said section; thence North 88 degrees 46 minutes 29 seconds West 105.00 feet along the North line of the South 330 feet of the Southeast 1/4 of said section; thence South 00 degrees 12 minutes 49 seconds West 279.99 feet along the West line of the East 105 feet of the West 415 feet of the Southeast 1/4 of said section; thence North 88 degrees 46 minutes 29 seconds West 310.00 feet along the North line of Lincoln Street, being parallel with and 50.00 feet (perpendicular measure) North of the South line of said section to the point of beginning. Subject to easements, restrictions and rights-of-way of record.



LOCATION MAP GENERAL NOTES: NOT TO SCALE

1. THE DEVELOPMENT WILL BE SERVICED BY A PUBLIC SEWER COLLECTION SYSTEM WHICH SHALL BE DESIGNED IN ACCORDANCE WITH THE GRAND HAVEN TOWNSHIP STANDARDS, O.C.R.C. STANDARD REQUIREMENTS AND MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY REQUIREMENTS.
2. THIS DEVELOPMENT WILL BE SERVICED BY A PUBLIC WATER DISTRIBUTION SYSTEM WHICH SHALL BE DESIGNED IN ACCORDANCE WITH THE GRAND HAVEN TOWNSHIP STANDARDS AND O.C.R.C. STANDARD REQUIREMENTS.
3. THE OTTAWA COUNTY WATER RESOURCES COMMISSION SHALL REVIEW AND APPROVE THE FINAL STORM WATER MANAGEMENT DESIGN.
4. ALL ROADS WILL BE PUBLIC AND WILL BE DESIGNED IN ACCORDANCE WITH THE OTTAWA COUNTY ROAD COMMISSION STANDARDS.
5. INSTALLATION OF SANITARY SEWER AND WATERMAIN TO BE CONSTRUCTED IN ACCORDANCE WITH M.D.E.Q. APPROVAL AND RESTORED MEETING M.D.E.Q. REQUIREMENTS.
6. SITE LIGHTING TO BE PROVIDED BY CONSUMERS ENERGY AND PUBLICLY OPERATED.

UNPLATTED R-2

UNPLATTED RR

UNPLATTED RR

CURRENT PUD ZONING
(WITH UNDERLYING SINGLE FAMILY RESIDENTIAL DISTRICT)

TOTAL PARCEL AREA 58.61 ACRES
MIN LOT AREA 13,000 SF
MIN LOT WIDTH 30'
FRONT SETBACK 35'
SIDE SETBACK 15'
REAR SETBACK 15'
CORNER LOT SETBACK 25'

PROP PLAN DENSITY 99 LOTS
OPEN SPACE 16.85 ACRES (28.7%)
PROP PLAN LOTS PER ACRE 1.689 LOTS PER ACRE

REQUESTING PUD AMENDMENT ZONING
(WITH UNDERLYING SINGLE FAMILY RESIDENTIAL DISTRICT)

TOTAL PARCEL AREA 79.86 ACRES
MIN LOT AREA 14,917 SF
MIN LOT WIDTH 30'
FRONT SETBACK 35'
SIDE SETBACK 15'
REAR SETBACK 15'
CORNER LOT SETBACK 25'

CONDOS REAR SETBACK FOR MAIN BLDG FROM ROAD/WALK 20' MIN
FOR DECK & SUN PORCH FROM ROAD/WALK 16' MIN
CONDO BUILDING SEPARATION 16' MIN (EXCLUDES WINDOW WELLS)

PROP PLAN DENSITY 114 LOTS
AMENDED OPEN SPACE 16.53 ACRES (20.7%)
PARALLEL PLAN DENSITY 173 LOTS
PARALLEL PLAN LOTS PER ACRE 2.142 LOTS PER ACRE

UNPLATTED AG

TEMPORARY CUL-DE-SAC TO MEET O.C.R.C. PERMANENT CUL-DE-SAC REQUIREMENTS WITH TYPICAL REVERSIBLY CUL-DE-SAC EASEMENT

S 88°45'53" E 57.45'
S 00°12'49" W 755.62'

S 88°45'53" E 1174.96'

17,890 SQFT

S 00°09'22" W 1841.69'
W. LN., E 1/8, W 1/2, SE 1/4 SEC.12

N 00°12'49" E 279.99'

N 88°46'29" W 105.00'

S 00°12'49" W 279.99'

N 00°12'49" E 812.67'
NORTH-SOUTH 1/4 LINE, SECTION 12

N 00°12'49" E 50.01'

N 88°52'42" W 50.93'

UNPLATTED AG

SOUTH 1/4 CORNER SECTION 12 T7N, R16W

N 88°46'29" W 310.00'

SUBDIVISION ENTRANCE AND PASSING LINES TO MEET O.C.R.C. SPECIFICATIONS

SOUTH LINE, SECTION 12

761.80'

NORTH LINE OF LINCOLN STREET

N 88°46'29" W

100' DEVELOPMENT SETBACK

100' SETBACK

S 88°45'53" E 57.45'

S 00°12'49" W 755.62'

N 24°38'47" E 601.33'

N 00°12'49" E 759.90'

N 27°54'19" W 541.56'

N 00°12'49" E 812.67'

N 88°52'42" W 50.93'

N 00°12'49" E 50.01'

N 88°46'29" W 310.00'

N 88°46'29" W 105.00'

N 00°12'49" E 279.99'

N 00°12'49" E 812.67'

N 88°46'29" W 105.00'

S 00°12'49" W 279.99'

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N 88°46'29" W 105.00'

S 00°12'49" W 279.99'

N 00°12'49" E 279.99'

N 88°46'29" W 105.00'

40' WIDE PRIVATE EASEMENT FOR PUBLIC UTILITIES.

10' WIDE DEEDED MAINTENANCE STRIP PER O.C.R.C.

10' WIDE DEEDED MAINTENANCE STRIP TO THE O.C.R.C.

40' WIDE PRIVATE EASEMENT FOR PUBLIC UTILITIES.

10' WIDE DEEDED MAINTENANCE STRIP PER O.C.R.C.

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40' WIDE PRIVATE EASEMENT FOR PUBLIC UTILITIES.

10' WIDE DEEDED MAINTENANCE STRIP PER O.C.R.C.

10' WIDE DEEDED MAINTENANCE STRIP TO THE O.C.R.C.

40' WIDE PRIVATE EASEMENT FOR PUBLIC UTILITIES.

10' WIDE DEEDED MAINTENANCE STRIP PER O.C.R.C.

10' WIDE DEEDED MAINTENANCE STRIP TO THE O.C.R.C.

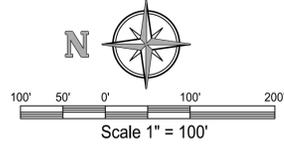
40' WIDE PRIVATE EASEMENT FOR PUBLIC UTILITIES.

10' WIDE DEEDED MAINTENANCE STRIP PER O.C.R.C.

10' WIDE DEEDED MAINTENANCE STRIP TO THE O.C.R.C.

40' WIDE PRIVATE EASEMENT FOR PUBLIC UTILITIES.

10' WIDE DEEDED MAINTENANCE STRIP PER O.C.R.C.



LEGAL DESCRIPTION

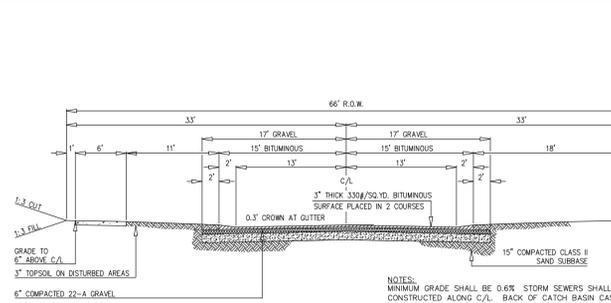
THE NORTH 580 FEET OF THE SOUTH 910 FEET OF THE EAST 90 ACRES OF THE SOUTHEAST 1/4 OF SECTION 12, TOWN 7 NORTH, RANGE 16 WEST, GRAND HAVEN TOWNSHIP, OTTAWA COUNTY, MICHIGAN, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SAID SECTION 12; THENCE NORTH 00 DEGREES 04 MINUTES 56 SECONDS EAST, ALONG THE EAST LINE OF THE SOUTHEAST 1/4 OF SECTION 12, A DISTANCE OF 330.00 FEET TO THE SOUTH LINE OF THE NORTH 580 FEET OF THE SOUTH 910 FEET OF THE SOUTHEAST 1/4 OF SECTION 12 AND THE POINT OF BEGINNING OF THE HEREIN DESCRIBED PARCEL OF LAND; THENCE NORTH 88 DEGREES 46 MINUTES 29 SECONDS WEST, ALONG THE SOUTH LINE OF THE NORTH 580 FEET OF THE SOUTH 910 FEET OF THE SOUTHEAST 1/4 OF SECTION 12, A DISTANCE OF 1512.67 FEET TO THE WEST LINE OF THE EAST 1/8 OF THE WEST 1/2 OF THE SOUTHEAST 1/4 OF SECTION 12; THENCE NORTH 00 DEGREES 09 MINUTES 22 SECONDS EAST, ALONG THE WEST LINE OF THE EAST 1/8 OF THE WEST 1/2 OF THE SOUTHEAST 1/4 OF SECTION 12, A DISTANCE OF 579.99 FEET TO THE NORTH LINE OF THE SOUTH 910 FEET OF THE SOUTHEAST 1/4 OF SECTION 12; THENCE SOUTH 88 DEGREES 46 MINUTES 29 SECONDS EAST, ALONG THE NORTH LINE OF THE SOUTH 910 FEET TO THE SOUTHEAST 1/4 OF SECTION 12, A DISTANCE OF 1511.92 FEET TO THE EAST LINE OF THE SOUTHEAST 1/4 OF SECTION 12; THENCE SOUTH 00 DEGREES 04 MINUTES 56 SECONDS WEST, ALONG THE EAST LINE OF THE SOUTHEAST 1/4 OF SECTION 12, A DISTANCE OF 580.00 FEET TO THE POINT OF BEGINNING, CONTAINING 20.13 ACRES OF LAND, MORE OR LESS.

SUBJECT TO THE RIGHTS OF THE PUBLIC AND OF ANY GOVERNMENTAL UNIT IN ANY PART OF THE LAND TAKEN, USED OR DEEDED FOR STREET, ROAD OR HIGHWAY PURPOSES AND SUBJECT TO ANY EASEMENTS, RESTRICTIONS OR RESERVATIONS OF RECORD.

PID: 70-07-12-400-007

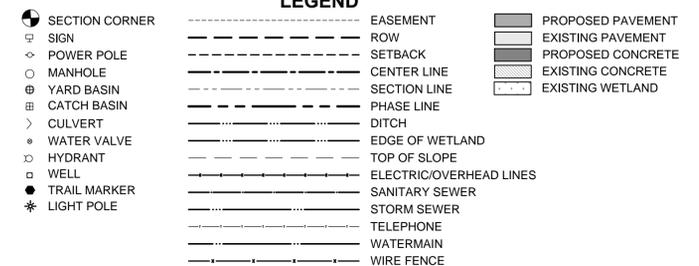
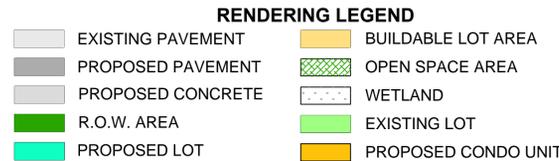
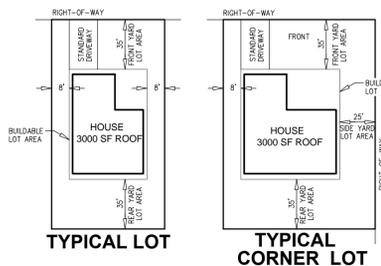
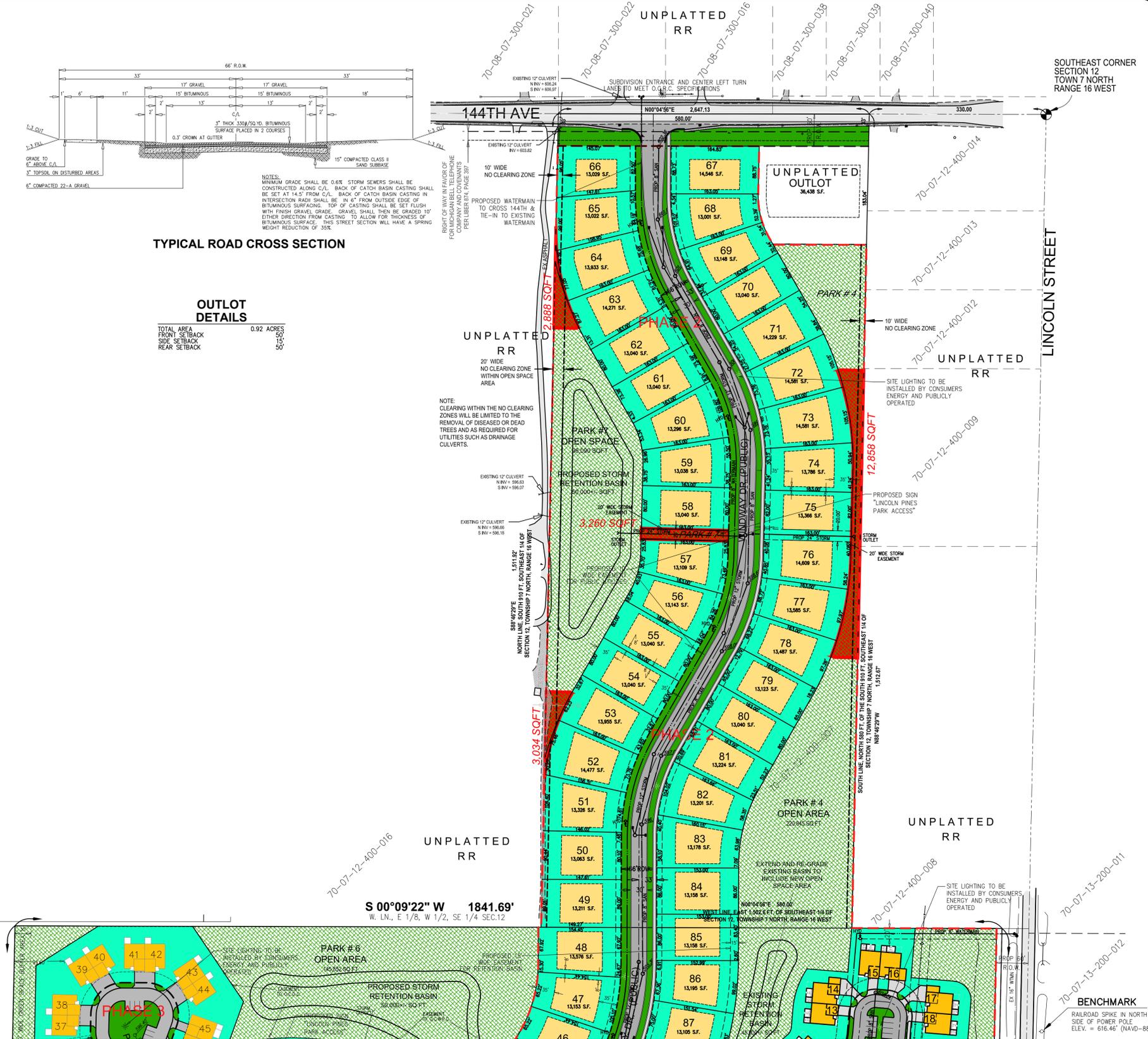
	TOTAL AREAS	SQUARE FEET	SQUARE FEET	ACRES
OVERALL PUD PROJECT AREA		3,478,737		79.86
ROW AREAS- LINCOLN, FERRIS & 144TH		91,742		
NET PUD PROJECT AREA		3,386,995		77.75
REQUIRED 20% OPEN SPACE		677,399		15.55
PARK #1				
OVERALL AREA		176,869		
NARROW AREAS	1	-3,641		
QUALIFIED OPEN SPACE		173,228		3.98
PARK #2				
OVERALL AREA		81,423		
NARROW AREAS	2	-20,461		
QUALIFIED OPEN SPACE		60,962		1.40
PARK #3				
OVERALL AREA		106,237		
NARROW AREAS	1	-4,699		
STORM BASIN		60,000		
QUALIFIED OPEN SPACE		41,538		0.95
PARK #4				
OVERALL AREA		220,845		
NARROW AREAS	2	-17,599		
STORM BASIN		45,000		
QUALIFIED OPEN SPACE		158,246		3.63
PARK #5				
OVERALL AREA		168,176		
NARROW AREAS	1	-8,100		
STORM BASIN		0		
QUALIFIED OPEN SPACE		160,076		3.67
PARK #6				
OVERALL AREA		145,852		
NARROW AREAS	1	-8,877		
STORM BASIN		-50,000		
QUALIFIED OPEN SPACE		86,975		2.00
PARK #7				
OVERALL AREA		98,090		
NARROW AREAS	3	-9,182		
STORM BASIN		-50,000		
QUALIFIED OPEN SPACE		38,908		0.89
TOTAL QUALIFIED OPEN SPACE		719,933		16.53



TYPICAL ROAD CROSS SECTION

OUTLOT DETAILS

TOTAL AREA	0.92 ACRES
FRONT SETBACK	50'
SIDE SETBACK	15'
REAR SETBACK	50'



HOLLAND ENGINEERING
ENGINEERING | SURVEYING | PIPELINE SERVICES
220 Hoover Boulevard, Suite 2
Holland, Michigan 49423-3768
www.hollandengineering.com
T 616-392-5938 F 616-392-2116

EASTBROOK HOMES
Attn: Mr. Michael McGraw
1188 East Paris Ave., S.E.
Grand Rapids Charter Twp., Mi., 49546

LINCOLN PINES SUBDIVISION PHASE 2
Part of the SE 1/4, Section 12, T7N, R16W
Grand Haven Township, Ottawa County, MI

Issued for Review	December 18, 2018
Drawn by	STEVE A. MORRIS
Checked by	
Date	
HEI Project Number	17-09-024
Sheet Title	PUD PLAN
Sheet No.	C-102



Community Development Memo

DATE: November 7, 2018
TO: Township Board
FROM: Stacey Fedewa, AICP – Community Development Director
RE: Text Amendment – Accessory Building Size Increase

BACKGROUND

On October 22nd the Board held a first reading concerning several text amendments recommended for approval by the Planning Commission, Zoning Ordinance Update Committee, and staff. However, only the size increase for accessory buildings was presented and postponed for the first reading. The remaining items were tabled and sent back to the Planning Commission for further review.

TEXT AMENDMENT

Below is the table the Board tentatively approved on October 22nd.

Lot Area in Acres	Maximum Total Floor Area of the Allowed Accessory Building or Structure
Less than one-half (½) acre	600 square feet
One-half (½) acre, but less than one (1) acre	1,000 square feet
One (1) acre, but less than two (2) acres	1,500 square feet
Two (2) acres, but less than five (5) acres	2,000 square feet
Five (5) acres, but less than ten (10) acres	2,500 square feet
Ten (10) acres, but less than fifteen (15) acres	3,000 square feet
Fifteen (15) acres, but less than twenty (20) acres	3,500 square feet
Twenty (20) acres or more	4,000 square feet
Every additional five acres:	2,000 additional square feet

SAMPLE MOTIONS

If the Board supports the proposed text amendment, the following motion can be offered:

Motion to approve the Zoning Text Amendment Ordinance (*draft date 10/22/18*) to increase the minimum square footage allowance for accessory buildings in the Grand Haven Charter Township Zoning Ordinance. **This is the second reading.**

If the Board opposes the proposed text amendment, the following motion can be offered:

Motion to deny the proposed Zoning Text Amendment Ordinance to increase the minimum square footage allowance for accessory buildings.

If the Board does not have enough information to make a determination, the following motion can be offered:

Motion to table the proposed Zoning Text Amendment Ordinance, and direct staff to make the following revisions:

1. *List the revisions.*

Please contact me if this raises questions.



MANAGER'S MEMO

DATE: November 1, 2018

TO: Township Board

FROM: Bill

SUBJECT: 2019 Fiscal Year – Special Assessments

Each year, Grand Haven Charter Township is required to hold a public hearing on certain improvements that have been previously approved through “special assessments” or to place certain delinquent payments on special assessment rolls. This hearing authorizes the Township to include these costs on the Winter Tax bills, which are mailed on December 1st.

Attached, please find the following resolutions that approve the listed special assessments rolls:

1. **Resolution 18-11-01** approving the 2018 Police Services Special Assessments Roll;
2. **Resolution 18-11-02** approving the 2018 Sewer Special Assessments Roll;
3. **Resolution 18-11-03** approving the 2018 Storm Drains Special Assessments Roll;
4. **Resolution 18-11-04** approving the 2018 Delinquent Water and Sewer Payments Special Assessments Roll;
5. **Resolution 18-11-05** approving the 2018 Street Lighting Special Assessments Roll;
6. **Resolution 18-11-06** approving 2018 Street Paving Special Assessments Roll; and,
7. **Resolution 18-11-07** approving the 2018 Delinquent Rubbish Cleanup Special Assessments Roll.

All of these collections have been previously affirmed by the Board through the Special Assessment process; state statutes (*e.g., Michigan Drain Code*); and/or local ordinances (*e.g., Sewer Ordinance*). The actual assessment rolls were made available for public review and will also be available at Monday’s Board meeting.

The actual monies that will be collected from these assessments are as follows:

➤ Police Services SAD roll total	= \$ 428,635.74
➤ Sanitary Sewer SAD roll total	= \$ 40,326.62
➤ Storm Drains SAD roll total	= \$ 56,121.21
➤ Delinquent Water/Sewer SAD roll total	= \$ 1,488.20
➤ Street Lighting SAD roll total	= \$ 116,193.41
➤ Street Paving SAD roll total	= \$ 6,328.63
➤ Delinquent Rubbish Collection SAD roll total	= \$ 300.00

TOTAL = \$649,393.81

The Board will need to have a separate roll call vote on each of the aforementioned resolutions.

If there are any questions or comments prior to the meeting, please contact me at your convenience.

Resolution 18-11-01

At a regular meeting of the Township Board of the Charter Township of Grand Haven, Ottawa County, Michigan, held at the Township Hall at 13300 168th Avenue, Grand Haven Charter Township, Ottawa County, Michigan, on the 12th day of November 2018, at 7:00 p.m., local time.

PRESENT:
ABSENT:

The Supervisor called the meeting to order. After certain matters of business were concluded, the Supervisor stated the next order of business of the meeting was a public hearing on the redetermination of the levy for the Township-wide Police Services Special Assessment District and the various street lighting, sewer, water, street paving, and storm drains still in operation within the Township and placing delinquent water, sewer and rubbish cleanup bills on the tax roll.

The Supervisor noted that public notice of the Special Assessment hearing had been given by complying with the provisions of Michigan law. Specifically, the Supervisor noted that proper publication had taken place in the *Grand Haven Tribune* on Friday, November 2, 2018.

The Supervisor then opened the public hearing with regard to the special assessment roll for police services, various street lighting, sewer, water, street paving, and storm drains still in operation within the Township, and placing delinquent water, sewer and rubbish cleanup bills on the tax roll.

Comments were received from people present, if any, with respect to the various assessment rolls. The Supervisor then asked if there were any written objections and the Clerk reported on those written objections received and those previously filed, if any.

The Supervisor then closed the hearing on the proposed 2018 special assessment rolls.

Discussion followed with respect to the comments made at the public hearing, if any, and the special assessment rolls for said special assessment districts. After completion of this discussion and certain other business, the following resolution was offered by _____ and seconded by _____:

RESOLUTION #18-11-01

Approval of the Police Services Special Assessment Roll for Fiscal Year 2019

WHEREAS, the Director of Assessing, on behalf of the Supervisor, has prepared a special assessment roll for the Township-wide Police Services special assessment district; and

WHEREAS, the Director of Assessing submitted a special assessment roll, report and certificate in accordance with the instructions specified by this Township Board; and

WHEREAS, the Township Board, on the receipt of such items, held a public hearing on November 12, 2018, at 7:00 p.m., local time, at the Grand Haven Charter Township Hall, located at 13300 168th Avenue, Grand Haven Charter Township, Ottawa County, Michigan to review and hear any objections to the special assessment roll; and

WHEREAS, proper notice of said hearing was given by publication, all in accordance with the terms and state law; and

WHEREAS, the Board did meet at the time and place of the public hearing to review the Police Services special assessment roll and hear any objections and other matters related to the special assessment roll;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The special assessment roll prepared and submitted by the Grand Haven Charter Township Director of Assessing, on behalf of the Supervisor, with amendments or corrections made, if any, by this Board, for police services with a **\$428,635.74** estimated service charge for the 2019 calendar year be, and the same is hereby ratified, confirmed, and adopted. The Township Clerk is hereby directed to endorse on the assessment roll the fact the roll has been confirmed as of the date of this meeting.

2. The special assessment for operation purposes shall be billed December 1st of 2018 and shall be payable on or before February 14th of the following year.

3. Any installment not paid on September 1st following the date it was due shall be transferred, together with all penalties, to the Township tax roll as is provided in Act 188 of 1954, as amended.

4. In order to avoid further requirements to send notices by first class mail for subsequent annual assessments, the Board will hold a public hearing on the second Monday in November (*except for Presidential Election years when the annual public hearing will be held in conjunction with the budget hearing on the fourth Monday in October*) and make a redetermination for the levy of the following year for police services without mailed notice, except for compliance with the Open Meetings Act, provided any increase in such levy does not exceed the estimated annual incremental cost increases by more than 10%. However, if an increase in the levy in any year will exceed the estimated annual incremental cost increase by more than 10%, a notice of redetermination will be mailed to property owners.

5. All resolutions in conflict herewith in whole or in part are revoked to the extent of such conflict.

YES:

NO:

ABSENT:

RESOLUTION DECLARED ADOPTED.

Dated: November 12, 2018

Laurie Larsen, Township Clerk

CERTIFICATE

I, the undersigned, the duly qualified and Township Clerk of the Charter Township of Grand Haven, Ottawa County, Michigan, certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board at a regular meeting of the Township Board held on the 12th day of November 2018. I further certify that public notice of the meeting was given pursuant to and in full compliance with Michigan Act 267 of 1976, as amended, and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

Laurie Larsen, Township Clerk

Resolution 18-11-02

At a regular meeting of the Township Board of the Charter Township of Grand Haven, Ottawa County, Michigan, held at the Township Hall at 13300 168th Avenue, Grand Haven Charter Township, Ottawa County, Michigan, on the 12th day of November 2018, at 7:00 p.m., local time.

PRESENT:

ABSENT:

The Supervisor called the meeting to order. After certain matters of business were concluded, the Supervisor stated the next order of business of the meeting was a public hearing on the redetermination of the levy for the Township-wide Police Services Special Assessment District and the various street lighting, sewer, water, street paving, and storm drains still in operation within the Township and placing delinquent water, sewer and rubbish cleanup bills on the tax roll.

The Supervisor noted that public notice of the Special Assessment hearing had been given by complying with the provisions of Michigan law. Specifically, the Supervisor noted that proper publication had taken place in the *Grand Haven Tribune* on Friday, November 2, 2018.

The Supervisor then opened the public hearing with regard to the special assessment roll for police services, various street lighting, sewer, water, street paving, and storm drains still in operation within the Township, and placing delinquent water, sewer and rubbish cleanup bills on the tax roll.

Comments were received from people present, if any, with respect to the various assessment rolls. The Supervisor then asked if there were any written objections and the Clerk reported on those written objections received and those previously filed, if any.

The Supervisor then closed the hearing on the proposed 2018 special assessment rolls.

Discussion followed with respect to the comments made at the public hearing, if any, and the special assessment rolls for said special assessment districts. After completion of this discussion and certain other business, the following resolution was offered by _____ and seconded by _____:

RESOLUTION #18-11-02

Approval of the Sewer Special Assessment Roll for Fiscal Year 2019

WHEREAS, the Director of Assessing, on behalf of the Supervisor, has prepared a special assessment roll for sewer extensions and sewer connections; and

WHEREAS, the Director of Assessing submitted a special assessment roll, report and certificate in accordance with the instructions specified by this Township Board; and

WHEREAS, the Township Board, on the receipt of such items, held a public hearing on November 12, 2018, at 7:00 p.m., local time, at the Grand Haven Charter Township Hall, located at 13300 168th Avenue, Grand Haven Charter Township, Ottawa County, Michigan to review and hear any objections to the special assessment roll; and

WHEREAS, proper notice of said hearing was given by publication, all in accordance with the terms and state law; and

WHEREAS, the Board did meet at the time and place of the public hearing to review the sewer extension and sewer connections special assessment roll and hear any objections and other matters related to the special assessment roll;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The special assessment roll prepared and submitted by the Grand Haven Charter Township Director of Assessing, on behalf of the Supervisor, with amendments or corrections made, if any, by this Board, for sewer extensions and sewer connections in an estimated amount of **\$40,326.62** as the estimated charge for the 2018 calendar year be and the same is hereby ratified, confirmed, and adopted. The Township Clerk is hereby directed to endorse on the assessment roll the fact the roll has been confirmed as of the date of this meeting.

2. The special assessment for operation purposes shall be billed December 1st of 2018 and shall be payable on or before February 14th of the following year.

3. Any installment not paid on September 1 following the date it was due shall be transferred, together with all penalties, to the Township tax roll as is provided in Act 188 of 1954, as amended.

4. All resolutions in conflict herewith in whole or in part are revoked to the extent of such conflict.

YES:

NO:

ABSENT:

RESOLUTION DECLARED ADOPTED.

Dated: November 12, 2018

Laurie Larsen, Township Clerk

CERTIFICATE

I, the undersigned, the duly qualified and Township Clerk of the Charter Township of Grand Haven, Ottawa County, Michigan, certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board at a regular meeting of the Township Board held on the 12th day of November 2018. I further certify that public notice of the meeting was given pursuant to and in full compliance with Michigan Act 267 of 1976, as amended, and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

Laurie Larsen, Township Clerk

Resolution 18-11-03

At a regular meeting of the Township Board of the Charter Township of Grand Haven, Ottawa County, Michigan, held at the Township Hall at 13300 168th Avenue, Grand Haven Charter Township, Ottawa County, Michigan, on the 12th day of November 2018, at 7:00 p.m., local time.

PRESENT:
ABSENT:

The Supervisor called the meeting to order. After certain matters of business were concluded, the Supervisor stated the next order of business of the meeting was a public hearing on the redetermination of the levy for the Township-wide Police Services Special Assessment District and the various street lighting, sewer, water, street paving, and storm drains still in operation within the Township and placing delinquent water, sewer and rubbish cleanup bills on the tax roll.

The Supervisor noted that public notice of the Special Assessment hearing had been given by complying with the provisions of Michigan law. Specifically, the Supervisor noted that proper publication had taken place in the *Grand Haven Tribune* on Friday, November 2, 2018.

The Supervisor then opened the public hearing with regard to the special assessment roll for police services, various street lighting, sewer, water, street paving, and storm drains still in operation within the Township, and placing delinquent water, sewer and rubbish cleanup bills on the tax roll.

Comments were received from people present, if any, with respect to the various assessment rolls. The Supervisor then asked if there were any written objections and the Clerk reported on those written objections received and those previously filed, if any.

The Supervisor then closed the hearing on the proposed 2018 special assessment rolls.

Discussion followed with respect to the comments made at the public hearing, if any, and the special assessment rolls for said special assessment districts. After completion of this discussion and certain other business, the following resolution was offered by _____ and seconded by _____:

RESOLUTION #18-11-03
Approval of the Storm Drain Assessment Rolls for Fiscal Year 2019

WHEREAS, the Director of Assessing, on behalf of the Supervisor, has prepared a special assessment roll for the Vincent Drain district, Hiawatha Drain District and the Gilleans Drain district; and

WHEREAS, the Deputy Treasurer submitted a special assessment roll, report and certificate in accordance with the instructions specified by this Township Board; and

WHEREAS, the Township Board, on the receipt of such items, held a public hearing on November 12, 2018, at 7:00 p.m., local time, at the Grand Haven Charter Township Hall, located at 13300 168th Avenue, Grand Haven Charter Township, Ottawa County, Michigan to review and hear any objections to the special assessment roll; and

WHEREAS, proper notice of said hearing was given by publication, all in accordance with the terms and state law; and

WHEREAS, the Board did meet at the time and place of the public hearing to review the Vincent, Gilleans, and Hiawatha Storm Drain special assessment roll and hear any objections and other matters related to the special assessment roll;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The special assessment roll prepared and submitted by the Grand Haven Charter Township Director of Assessing, on behalf of the Supervisor, with amendments or corrections made, if any, by this Board, the Drain special assessment districts in the amount of **\$56,121.21** as the estimated service charges for the 2018 calendar year be, and the same is hereby ratified, confirmed, and adopted. The Township Clerk is hereby directed to endorse on the assessment roll the fact the roll has been confirmed as of the date of this meeting.

2. The special assessment for operation purposes shall be billed December 1st of 2018 and shall be payable on or before February 14th of the following year.

3. Any installment not paid on September 1 following the date it was due shall be transferred, together with all penalties, to the Township tax roll as is provided in Act 188 of 1954, as amended.

4. All resolutions in conflict herewith in whole or in part are revoked to the extent of such conflict.

YES:

NO:

ABSENT:

RESOLUTION DECLARED ADOPTED.

Dated: November 12, 2018

Laurie Larsen, Township Clerk

CERTIFICATE

I, the undersigned, the duly qualified and Township Clerk of the Charter Township of Grand Haven, Ottawa County, Michigan, certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board at a regular meeting of the Township Board held on the 12th day of November 2018. I further certify that public notice of the meeting was given pursuant to and in full compliance with Michigan Act 267 of 1976, as amended, and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

Laurie Larsen, Township Clerk

Resolution 18-11-04

At a regular meeting of the Township Board of the Charter Township of Grand Haven, Ottawa County, Michigan, held at the Township Hall at 13300 168th Avenue, Grand Haven Charter Township, Ottawa County, Michigan, on the 12th day of November 2018, at 7:00 p.m., local time.

PRESENT:

ABSENT:

The Supervisor called the meeting to order. After certain matters of business were concluded, the Supervisor stated the next order of business of the meeting was a public hearing on the redetermination of the levy for the Township-wide Police Services Special Assessment District and the various street lighting, sewer, water, street paving, and storm drains still in operation within the Township and placing delinquent water, sewer and rubbish cleanup bills on the tax roll.

The Supervisor noted that public notice of the Special Assessment hearing had been given by complying with the provisions of Michigan law. Specifically, the Supervisor noted that proper publication had taken place in the *Grand Haven Tribune* on Friday, November 2, 2018.

The Supervisor then opened the public hearing with regard to the special assessment roll for police services, various street lighting, sewer, water, street paving, and storm drains still in operation within the Township, and placing delinquent water, sewer and rubbish cleanup bills on the tax roll.

Comments were received from people present, if any, with respect to the various assessment rolls. The Supervisor then asked if there were any written objections and the Clerk reported on those written objections received and those previously filed, if any.

The Supervisor then closed the hearing on the proposed 2018 special assessment rolls.

Discussion followed with respect to the comments made at the public hearing, if any, and the special assessment rolls for said special assessment districts. After completion of this discussion and certain other business, the following resolution was offered by _____ and seconded by _____:

RESOLUTION #18-11-04

Approval of the Delinquent Water and Sewer Bills Roll for Fiscal Year 2019

WHEREAS, the Director of Assessing, on behalf of the Supervisor, has prepared a special assessment roll for the delinquent water and sewer bills; and

WHEREAS, the Director of Assessing submitted a special assessment roll, report and certificate in accordance with the instructions specified by this Township Board; and

WHEREAS, the Township Board, on the receipt of such items, held a public hearing on November 12, 2018, at 7:00 p.m., local time, at the Grand Haven Charter Township Hall, located at 13300 168th Avenue, Grand Haven Charter Township, Ottawa County, Michigan to review and hear any objections to the special assessment roll; and

WHEREAS, proper notice of said hearing was given by publication, all in accordance with the terms and state law; and

WHEREAS, the Board did meet at the time and place of the public hearing to review the delinquent water and sewer special assessment roll and hear any objections and other matters related to the special assessment roll;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The special assessment roll prepared and submitted by the Grand Haven Charter Township Director of Assessing, on behalf of the Supervisor, with amendments or corrections made, if any, by this Board, for delinquent utility bills in an amount of **\$1,488.20** as the estimated service charge for the 2019 calendar year be, and the same is hereby ratified, confirmed, and adopted. The Township Clerk is hereby directed to endorse on the assessment roll the fact the roll has been confirmed as of the date of this meeting.

2. The special assessment for operation purposes shall be billed December 1st of 2018 and shall be payable on or before February 14th of the following year.

3. Any installment not paid on September 1 following the date it was due shall be transferred, together with all penalties, to the Township tax roll as is provided in Act 188 of 1954, as amended.

4. All resolutions in conflict herewith in whole or in part are revoked to the extent of such conflict.

YES:

NO:

ABSENT:

RESOLUTION DECLARED ADOPTED.

Dated: November 12, 2018

Laurie Larsen, Township Clerk

CERTIFICATE

I, the undersigned, the duly qualified and Township Clerk of the Charter Township of Grand Haven, Ottawa County, Michigan, certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board at a regular meeting of the Township Board held on the 12th day of November 2018. I further certify that public notice of the meeting was given pursuant to and in full compliance with Michigan Act 267 of 1976, as amended, and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

Laurie Larsen, Township Clerk

Resolution 18-11-05

At a regular meeting of the Township Board of the Charter Township of Grand Haven, Ottawa County, Michigan, held at the Township Hall at 13300 168th Avenue, Grand Haven Charter Township, Ottawa County, Michigan, on the 12th day of November 2018, at 7:00 p.m., local time.

PRESENT:
ABSENT:

The Supervisor called the meeting to order. After certain matters of business were concluded, the Supervisor stated the next order of business of the meeting was a public hearing on the redetermination of the levy for the Township-wide Police Services Special Assessment District and the various street lighting, sewer, water, street paving, and storm drains still in operation within the Township and placing delinquent water, sewer and rubbish cleanup bills on the tax roll.

The Supervisor noted that public notice of the Special Assessment hearing had been given by complying with the provisions of Michigan law. Specifically, the Supervisor noted that proper publication had taken place in the *Grand Haven Tribune* on Friday, November 2, 2018.

The Supervisor then opened the public hearing with regard to the special assessment roll for police services, various street lighting, sewer, water, street paving, and storm drains still in operation within the Township, and placing delinquent water, sewer and rubbish cleanup bills on the tax roll.

Comments were received from people present, if any, with respect to the various assessment rolls. The Supervisor then asked if there were any written objections and the Clerk reported on those written objections received and those previously filed, if any.

The Supervisor then closed the hearing on the proposed 2018 special assessment rolls.

Discussion followed with respect to the comments made at the public hearing, if any, and the special assessment rolls for said special assessment districts. After completion of this discussion and certain other business, the following resolution was offered by _____ and seconded by _____:

RESOLUTION #18-11-05

Approval of the Street Lighting Special Assessment Roll for Fiscal Year 2019

WHEREAS, the Director of Assessing, on behalf of the Supervisor, has prepared a special assessment roll for the street lighting districts; and

WHEREAS, the Director of Assessing submitted a special assessment roll, report and certificate in accordance with the instructions specified by this Township Board; and

WHEREAS, the Township Board, on the receipt of such items, held a public hearing on November 12, 2018, at 7:00 p.m., local time, at the Grand Haven Charter Township Hall, located at 13300 168th Avenue, Grand Haven Charter Township, Ottawa County, Michigan to review and hear any objections to the special assessment roll; and

WHEREAS, proper notice of said hearing was given by publication, all in accordance with the terms and state law; and

WHEREAS, the Board did meet at the time and place of the public hearing to review the Street Lighting special assessment roll and hear any objections and other matters related to the special assessment roll;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The special assessment roll prepared and submitted by the Grand Haven Charter Township Deputy Treasurer on behalf of the Supervisor, with amendments or corrections made, if any, by this Board, for street lighting within the street lighting special assessment districts in an amount of **\$116,193.41** as the estimated service charge for the 2018 calendar year, be and the same is hereby ratified, confirmed, and adopted. The Township Clerk is hereby directed to endorse on the assessment roll the fact the roll has been confirmed as of the date of this meeting.

2. The special assessment for operation purposes shall be billed December 1st of 2018 and shall be payable on or before February 14th of the following year.

3. Any installment not paid on September 1 following the date it was due shall be transferred, together with all penalties, to the Township tax roll as is provided in Act 188 of 1954, as amended.

4. All resolutions in conflict herewith in whole or in part are revoked to the extent of such conflict.

YES:

NO:

ABSENT:

RESOLUTION DECLARED ADOPTED.

Dated: November 12, 2018

Laurie Larsen, Township Clerk

CERTIFICATE

I, the undersigned, the duly qualified and Township Clerk of the Charter Township of Grand Haven, Ottawa County, Michigan, certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board at a regular meeting of the Township Board held on the 12th day of November 2018. I further certify that public notice of the meeting was given pursuant to and in full compliance with Michigan Act 267 of 1976, as amended, and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

Laurie Larsen, Township Clerk

Resolution 18-11-06

At a regular meeting of the Township Board of the Charter Township of Grand Haven, Ottawa County, Michigan, held at the Township Hall at 13300 168th Avenue, Grand Haven Charter Township, Ottawa County, Michigan, on the 12th day of November 2018, at 7:00 p.m., local time.

PRESENT:
ABSENT:

The Supervisor called the meeting to order. After certain matters of business were concluded, the Supervisor stated the next order of business of the meeting was a public hearing on the redetermination of the levy for the Township-wide Police Services Special Assessment District and the various street lighting, sewer, water, street paving, and storm drains still in operation within the Township and placing delinquent water, sewer and rubbish cleanup bills on the tax roll.

The Supervisor noted that public notice of the Special Assessment hearing had been given by complying with the provisions of Michigan law. Specifically, the Supervisor noted that proper publication had taken place in the *Grand Haven Tribune* on Friday, November 2, 2018.

The Supervisor then opened the public hearing with regard to the special assessment roll for police services, various street lighting, sewer, water, street paving, and storm drains still in operation within the Township, and placing delinquent water, sewer and rubbish cleanup bills on the tax roll.

Comments were received from people present, if any, with respect to the various assessment rolls. The Supervisor then asked if there were any written objections and the Clerk reported on those written objections received and those previously filed, if any.

The Supervisor then closed the hearing on the proposed 2018 special assessment rolls.

Discussion followed with respect to the comments made at the public hearing, if any, and the special assessment rolls for said special assessment districts. After completion of this discussion and certain other business, the following resolution was offered by _____ and seconded by _____:

RESOLUTION #18-11-06

Approval of the Street Paving Special Assessment Roll for Fiscal Year 2019

WHEREAS, the Director of Assessing, on behalf of the Supervisor, has prepared a special assessment roll for the one street paving district; and

WHEREAS, the Director of Assessing submitted a special assessment roll, report and certificate in accordance with the instructions specified by this Township Board; and

WHEREAS, the Township Board, on the receipt of such items, held a public hearing on November 12, 2018, at 7:00 p.m., local time, at the Grand Haven Charter Township Hall, located at 13300 168th Avenue, Grand Haven Charter Township, Ottawa County, Michigan to review and hear any objections to the special assessment roll; and

WHEREAS, proper notice of said hearing was given by publication, all in accordance with the terms and state law; and

WHEREAS, the Board did meet at the time and place of the public hearing to review the street paving special assessment roll and hear any objections and other matters related to the special assessment roll;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The special assessment roll prepared and submitted by the Grand Haven Charter Township Director of Assessing, on behalf of the Supervisor, with amendments or corrections made, if any, by this Board, for road paving special assessment district in an amount of **\$6,328.63** as the estimated charge for the 2019 calendar year, be and the same is hereby ratified, confirmed, and adopted. The Township Clerk is hereby directed to endorse on the assessment rolls the fact the roll has been confirmed as of the date of this meeting.

2. The special assessment for operation purposes shall be billed December 1st of 2018 and shall be payable on or before February 14th of the following year.

3. Any installment not paid on the September 1 following the date it was due shall be transferred, together with all penalties, to the Township tax roll as is provided in Act 188 of 1954, as amended.

4. All resolutions in conflict herewith in whole or in part are revoked to the extent of such conflict.

YES:

NO:

ABSENT:

RESOLUTION DECLARED ADOPTED.

Dated: November 12, 2018

Laurie Larsen, Township Clerk

CERTIFICATE

I, the undersigned, the duly qualified and Township Clerk of the Charter Township of Grand Haven, Ottawa County, Michigan, certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board at a regular meeting of the Township Board held on the 12th day of November 2018. I further certify that public notice of the meeting was given pursuant to and in full compliance with Michigan Act 267 of 1976, as amended, and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

Laurie Larsen, Township Clerk

Resolution 18-11-07

At a regular meeting of the Township Board of the Charter Township of Grand Haven, Ottawa County, Michigan, held at the Township Hall at 13300 168th Avenue, Grand Haven Charter Township, Ottawa County, Michigan, on the 12th day of November 2018, at 7:00 p.m., local time.

PRESENT:
ABSENT:

The Supervisor called the meeting to order. After certain matters of business were concluded, the Supervisor stated the next order of business of the meeting was a public hearing on the redetermination of the levy for the Township-wide Police Services Special Assessment District and the various street lighting, sewer, water, street paving, and storm drains still in operation within the Township and placing delinquent water, sewer and rubbish cleanup bills on the tax roll.

The Supervisor noted that public notice of the Special Assessment hearing had been given by complying with the provisions of Michigan law. Specifically, the Supervisor noted that proper publication had taken place in the *Grand Haven Tribune* on Friday, November 2, 2018.

The Supervisor then opened the public hearing with regard to the special assessment roll for police services, various street lighting, sewer, water, street paving, and storm drains still in operation within the Township, and placing delinquent water, sewer and rubbish cleanup bills on the tax roll.

Comments were received from people present, if any, with respect to the various assessment rolls. The Supervisor then asked if there were any written objections and the Clerk reported on those written objections received and those previously filed, if any.

The Supervisor then closed the hearing on the proposed 2018 special assessment rolls.

Discussion followed with respect to the comments made at the public hearing, if any, and the special assessment rolls for said special assessment districts. After completion of this discussion and certain other business, the following resolution was offered by _____ and seconded by _____:

RESOLUTION #18-11-07

Approval of the Delinquent Rubbish Cleanup Bills Roll for Fiscal Year 2019

WHEREAS, the Director of Assessing, on behalf of the Supervisor, has prepared a special assessment roll for the delinquent rubbish cleanup bills; and

WHEREAS, the Director of Assessing submitted a special assessment roll, report and certificate in accordance with the instructions specified by this Township Board; and

WHEREAS, the Township Board, on the receipt of such items, held a public hearing on November 12, 2018, at 7:00 p.m., local time, at the Grand Haven Charter Township Hall, located at 13300 168th Avenue, Grand Haven Charter Township, Ottawa County, Michigan to review and hear any objections to the special assessment roll; and

WHEREAS, proper notice of said hearing was given by publication, all in accordance with the terms and state law; and

WHEREAS, the Board did meet at the time and place of the public hearing to review the delinquent water and sewer special assessment roll and hear any objections and other matters related to the special assessment roll;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The special assessment roll prepared and submitted by the Grand Haven Charter Township Director of Assessing, on behalf of the Supervisor, with amendments or corrections made, if any, by this Board, for delinquent rubbish cleanup bills in an amount of **\$300.00** as the estimated service charge for the 2019 calendar year be, and the same is hereby ratified, confirmed, and adopted. The Township Clerk is hereby directed to endorse on the assessment roll the fact the roll has been confirmed as of the date of this meeting.

2. The special assessment for operation purposes shall be billed December 1st of 2018 and shall be payable on or before February 14th of the following year.

3. Any installment not paid on September 1 following the date it was due shall be transferred, together with all penalties, to the Township tax roll as is provided in Act 188 of 1954, as amended.

4. All resolutions in conflict herewith in whole or in part are revoked to the extent of such conflict.

YES:

NO:

ABSENT:

RESOLUTION DECLARED ADOPTED.

Dated: November 12, 2018

Laurie Larsen, Township Clerk

CERTIFICATE

I, the undersigned, the duly qualified and Township Clerk of the Charter Township of Grand Haven, Ottawa County, Michigan, certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board at a regular meeting of the Township Board held on the 12th day of November 2018. I further certify that public notice of the meeting was given pursuant to and in full compliance with Michigan Act 267 of 1976, as amended, and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

Laurie Larsen, Township Clerk



GRAND HAVEN CHARTER TOWNSHIP

Community Development Memo

DATE: November 8, 2018
TO: Township Board
FROM: Stacey Fedewa, AICP – Community Development Director
RE: Tentative Preliminary Plat – Lincoln Pines Sub No. 2

BACKGROUND

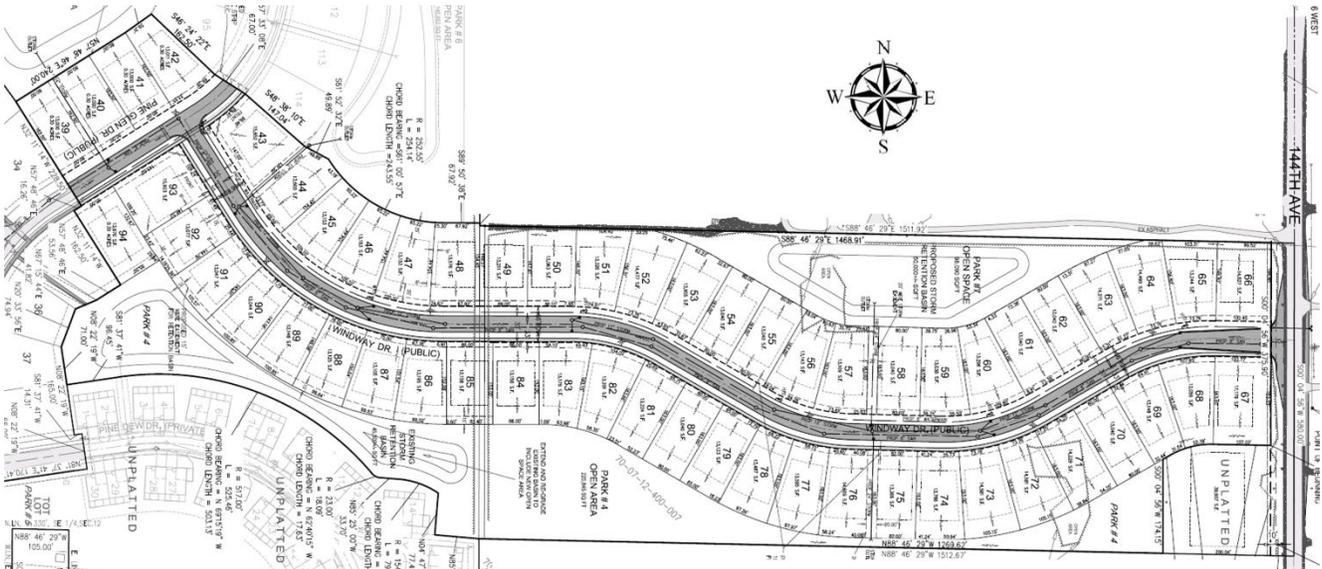
The Lincoln Pines PUD was originally approved in July 2014. Phase 1 was platted in September 2016 for 38 lots. The developer is now proposing to plat Phase 2, which will consist of 56 lots. The Land Division Act and Township Subdivision Control Ordinance govern the platting process.

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 approved plans, and staff has **confirmed the two sets of plans are identical.**

1. Tentative Preliminary Plat Approval
 - Planning Commission must hold a public hearing and make a recommendation to approve or disapprove
 - Township Board must tentatively approve or disapprove the Plat
2. Construction Plan Approval
 - Staff reviews infrastructure plans and submits for permitting (*i.e., roads and underground utilities*)
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

The Planning Commission is only involved in the first step of the platting process, afterwards it is handled by staff and the Township Board.



TENTATIVE PRELIMINARY PLAT REQUIREMENTS

The developer must submit the following documents to comply with the Subdivision Control Ordinance:

- Declaration of Restrictive Covenants
 - Submitted, and approved by Township Attorney
- Existing Conditions Plan
- Proposed Conditions Plan
- Affidavit of Ownership

The Planning Commission is required to take action, and make a recommendation, within 60 days (*submitted on 9/14/2018*), and the Board must take action within 90 days of receiving the Planning Commission’s recommendation. On October 15th the **Planning Commission recommended the Board approve the Tentative Preliminary Plat** for Lincoln Pines Sub No. 2.

SAMPLE MOTIONS

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

Motion to approve the Tentative Preliminary Plat for Lincoln Pines Subdivision No. 2 based on the application meeting applicable requirements and standards set forth by the Grand Haven Charter Township Subdivision Control Ordinance.

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

Motion to disapprove the Tentative 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 if this information raises questions or concerns.

**PRELIMINARY PLAT OF:
LINCOLN PINES SUBDIVISION - PHASE II**
PART OF THE SOUTHEAST 1/4 AND THE SOUTHWEST 1/4 OF SECTION 12, T.7N., R.16 W.
GRAND HAVEN TOWNSHIP, OTTAWA COUNTY, MICHIGAN

OVERALL LEGAL DESCRIPTION

A PARCEL OF LAND BEING PART OF THE SOUTHEAST 1/4 OF SECTION 12, TOWN 7 NORTH, RANGE 16 WEST, GRAND HAVEN TOWNSHIP, OTTAWA COUNTY, MICHIGAN, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTH 1/4 CORNER OF SAID SECTION 12; THENCE NORTH 00 DEGREES 12 MINUTES 49 SECONDS EAST, ALONG THE WEST LINE OF THE SOUTHEAST 1/4 OF SECTION 12, A DISTANCE OF 50.01 FEET TO THE NORTH RIGHT-OF-WAY LINE OF LINCOLN STREET; THENCE SOUTH 88 DEGREES 46 MINUTES 29 SECONDS EAST, ALONG THE NORTH LINE OF LINCOLN STREET BEING PARALLEL WITH AND 50.00 FEET (PERPENDICULAR MEASURE) NORTH OF THE SOUTH LINE OF SECTION 12, A DISTANCE OF 280.00 FEET TO THE POINT OF BEGINNING OF THE PARCEL OF LAND HEREIN DESCRIBED; THENCE NORTH 00 DEGREES 12 MINUTES 49 SECONDS EAST, A DISTANCE OF 365.06 FEET; THENCE NORTH 81 DEGREES 37 MINUTES 41 SECONDS EAST, A DISTANCE OF 170.41 FEET; THENCE NORTH 08 DEGREES 22 MINUTES 19 SECONDS WEST, A DISTANCE OF 66.00 FEET; THENCE SOUTH 81 DEGREES 37 MINUTES 41 SECONDS WEST, A DISTANCE OF 14.31 FEET; THENCE NORTH 08 DEGREES 22 MINUTES 19 SECONDS WEST, A DISTANCE OF 165.00 FEET; THENCE NORTH 20 DEGREES 33 MINUTES 56 SECONDS EAST, A DISTANCE OF 74.94 FEET; THENCE NORTH 67 DEGREES 15 MINUTES 44 SECONDS EAST, A DISTANCE OF 41.92 FEET; THENCE NORTH 57 DEGREES 48 MINUTES 46 SECONDS EAST, A DISTANCE OF 53.56 FEET; THENCE NORTH 32 DEGREES 11 MINUTES 14 SECONDS WEST, A DISTANCE OF 162.50 FEET; THENCE NORTH 57 DEGREES 48 MINUTES 46 SECONDS EAST, A DISTANCE OF 16.26 FEET; THENCE NORTH 32 DEGREES 11 MINUTES 14 SECONDS WEST, A DISTANCE OF 228.50 FEET; THENCE NORTH 35 DEGREES 59 MINUTES 45 SECONDS WEST, A DISTANCE OF 216.89 FEET; THENCE NORTH 11 DEGREES 09 MINUTES 49 SECONDS WEST, A DISTANCE OF 155.64 FEET; THENCE NORTH 00 DEGREES 12 MINUTES 49 SECONDS EAST, A DISTANCE OF 240.23 FEET; THENCE NORTH 89 DEGREES 47 MINUTES 11 SECONDS WEST, A DISTANCE OF 75.00 FEET; THENCE NORTH 00 DEGREES 12 MINUTES 49 SECONDS EAST, A DISTANCE OF 206.67 FEET; THENCE SOUTH 88 DEGREES 45 MINUTES 53 SECONDS EAST, A DISTANCE OF 1094.94 FEET TO THE WEST LINE OF THE EAST 1/8 OF THE WEST 1/2 OF THE SOUTHEAST 1/4 OF SECTION 12; THENCE SOUTH 00 DEGREES 09 MINUTES 22 SECONDS WEST, ALONG THE WEST LINE OF THE EAST 1/8 OF THE WEST 1/2 OF THE SOUTHEAST 1/4 OF SECTION 12, A DISTANCE OF 981.71 FEET TO THE NORTH LINE OF THE SOUTH 910 FEET OF THE SOUTHEAST 1/4 OF SECTION 12; THENCE SOUTH 88 DEGREES 46 MINUTES 29 SECONDS EAST, ALONG THE NORTH LINE OF THE SOUTH 910 FEET OF THE SOUTHEAST 1/4 OF SECTION 12, A DISTANCE OF 1511.92 FEET TO THE EAST LINE OF THE SOUTHEAST 1/4 OF SECTION 12; THENCE SOUTH 00 DEGREES 04 MINUTES 56 SECONDS WEST, ALONG THE EAST LINE OF THE SOUTHWEST 1/4 OF SECTION 12, A DISTANCE OF 580.00 FEET TO THE SOUTH LINE OF THE NORTH 580 FEET OF THE SOUTH 910 FEET OF THE SOUTHEAST 1/4 OF SECTION 12 WHICH IS LOCATED NORTH 00 DEGREES 04 MINUTES 56 SECONDS EAST, A DISTANCE OF 330.00 FEET FROM THE SOUTHEAST CORNER OF SECTION 12; THENCE NORTH 88 DEGREES 46 MINUTES 29 SECONDS WEST, ALONG THE SOUTH LINE OF THE NORTH 580 FEET OF THE SOUTH 910 FEET OF THE SOUTHEAST 1/4 OF SECTION 12, A DISTANCE OF 1512.67 FEET TO THE WEST LINE OF THE EAST 1/8 OF THE WEST 1/2 OF THE SOUTHEAST 1/4 OF SECTION 12; THENCE SOUTH 00 DEGREES 09 MINUTES 22 SECONDS WEST, ALONG THE WEST LINE OF THE EAST 1/8 OF THE WEST 1/2 OF THE SOUTHEAST 1/4 OF SECTION 12, A DISTANCE OF 279.98 FEET TO THE NORTH LINE OF LINCOLN STREET; THENCE NORTH 88 DEGREES 46 MINUTES 29 SECONDS WEST, ALONG THE NORTH LINE OF LINCOLN STREET BEING PARALLEL WITH AND 50.00 FEET (PERPENDICULAR MEASURE) NORTH OF THE SOUTH LINE OF SECTION 12, A DISTANCE OF 761.80 FEET TO THE EAST LINE OF THE WEST 415 FEET OF THE SOUTHEAST 1/4 OF SECTION 12; THENCE NORTH 00 DEGREES 12 MINUTES 49 SECONDS EAST, ALONG THE EAST LINE OF THE WEST 415 FEET OF THE SOUTHEAST 1/4 OF SECTION 12, A DISTANCE OF 279.99 FEET TO THE NORTH LINE OF THE SOUTH 330 FEET OF THE SOUTHEAST 1/4 OF SECTION 12, A DISTANCE OF 105.00 FEET TO THE WEST LINE OF THE EAST 105 FEET OF THE WEST 415 FEET OF THE SOUTHEAST 1/4 OF SECTION 12; THENCE SOUTH 00 DEGREES 12 MINUTES 49 SECONDS WEST, ALONG THE WEST LINE OF THE EAST 105 FEET OF THE WEST 415 FEET OF THE SOUTHEAST 1/4 OF SECTION 12, A DISTANCE OF 279.99 FEET TO THE NORTH LINE OF LINCOLN STREET; THENCE NORTH 88 DEGREES 46 MINUTES 29 SECONDS WEST, ALONG THE NORTH LINE OF LINCOLN STREET BEING PARALLEL WITH AND 50.00 FEET (PERPENDICULAR MEASURE) NORTH OF THE SOUTH LINE OF SECTION 12, A DISTANCE OF 30.00 FEET TO THE POINT OF BEGINNING.

CONTAINING 57.23 ACRES OF LAND, MORE OR LESS.

SUBJECT TO THE RIGHTS OF THE PUBLIC AND OF ANY GOVERNMENTAL UNIT IN ANY PART OF THE LAND TAKEN, USED OR DEEDED FOR STREET, ROAD OR HIGHWAY PURPOSES AND SUBJECT TO AND TOGETHER WITH ANY EASEMENTS, RESTRICTIONS OR RESERVATIONS OF RECORD.

PHASE 2 LEGAL DESCRIPTION

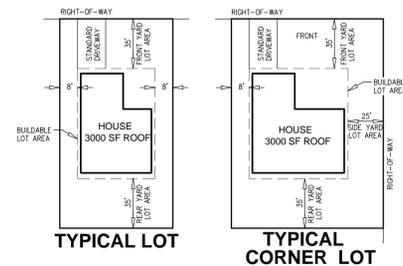
A PARCEL OF LAND BEING PART OF THE SOUTHEAST 1/4 OF SECTION 12, TOWN 7 NORTH, RANGE 16 WEST, GRAND HAVEN TOWNSHIP, OTTAWA COUNTY, MICHIGAN, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SAID SECTION 12; THENCE NORTH 00 DEGREES 04 MINUTES 56 SECONDS EAST, ALONG THE EAST LINE OF THE SOUTHEAST 1/4 OF SECTION 12, A DISTANCE OF 330.00 FEET TO THE SOUTH LINE OF THE NORTH 580 FEET OF THE SOUTH 910 FEET OF THE SOUTHEAST 1/4 OF SECTION 12; THENCE NORTH 88 DEGREES 46 MINUTES 29 SECONDS WEST, ALONG THE SOUTH LINE OF THE NORTH 580 FEET OF THE SOUTH 910 FEET OF THE SOUTHEAST 1/4 OF SECTION 12, A DISTANCE OF 60.01 FEET TO THE WEST LINE OF 144TH AVENUE; THENCE NORTH 00 DEGREES 04 MINUTES 56 SECONDS EAST, ALONG THE WEST LINE OF 144TH AVENUE BEING PARALLEL WITH AND 60.00 FEET (PERPENDICULAR MEASURE) WEST OF THE EAST LINE OF THE SOUTHEAST 1/4 OF SECTION 12, A DISTANCE OF 204.10 FEET TO THE POINT OF BEGINNING OF THE HEREIN DESCRIBED PARCEL OF LAND; THENCE NORTH 88 DEGREES 46 MINUTES 29 SECONDS WEST, PARALLEL WITH THE SOUTH LINE OF THE NORTH 580 FEET OF THE SOUTH 910 FEET OF THE SOUTHEAST 1/4 OF SECTION 12, A DISTANCE OF 90.01 FEET; THENCE 83.93 FEET ALONG THE ARC OF A CURVE TO THE LEFT; SAID CURVE HAVING A RADIUS OF 154.00 FEET, A CENTRAL ANGLE OF 31 DEGREES 13 MINUTES 34 SECONDS AND A CHORD WHICH BEARS SOUTH 75 DEGREES 36 MINUTES 44 SECONDS WEST, A DISTANCE OF 82.90 FEET; THENCE SOUTH 60 DEGREES 00 MINUTES 00 SECONDS WEST, A DISTANCE OF 14.72 FEET; THENCE SOUTH 00 DEGREES 04 MINUTES 56 SECONDS WEST, PARALLEL WITH THE EAST LINE OF THE SOUTHEAST 1/4 OF SECTION 12, A DISTANCE OF 174.15 FEET TO THE SOUTH LINE OF THE NORTH 580 FEET OF THE SOUTH 910 FEET OF THE SOUTHEAST 1/4 OF SECTION 12; THENCE NORTH 88 DEGREES 46 MINUTES 29 SECONDS WEST, ALONG THE SOUTH LINE OF THE NORTH 580 FEET OF THE SOUTH 910 FEET OF THE SOUTHEAST 1/4 OF SECTION 12, A DISTANCE OF 1269.62 FEET TO THE WEST LINE OF THE EAST 1/8 OF THE WEST 1/2 OF THE SOUTHEAST 1/4 OF SECTION 12; THENCE NORTH 85 DEGREES 01 MINUTES 45 SECONDS WEST, A DISTANCE OF 82.34 FEET; THENCE NORTH 04 DEGREES 47 MINUTES 05 SECONDS EAST, A DISTANCE OF 77.42 FEET; THENCE 79.41 FEET ALONG THE ARC OF A CURVE TO THE LEFT, SAID CURVE HAVING A RADIUS OF 154.00 FEET, A CENTRAL ANGLE OF 29 DEGREES 32 MINUTES 46 SECONDS AND A CHORD WHICH BEARS NORTH 70 DEGREES 38 MINUTES 37 SECONDS WEST, A DISTANCE OF 78.54 FEET; THENCE NORTH 85 DEGREES 25 MINUTES 00 SECONDS WEST, A DISTANCE OF 33.70 FEET; THENCE 18.09 FEET ALONG THE ARC OF A CURVE TO THE RIGHT, SAID CURVE HAVING A RADIUS OF 23.00 FEET, A CENTRAL ANGLE OF 45 DEGREES 03 MINUTES 52 SECONDS AND A CHORD WHICH BEARS NORTH 62 DEGREES 40 MINUTES 15 SECONDS WEST, A DISTANCE OF 17.63 FEET; THENCE 525.46 FEET ALONG THE ARC OF A CURVE TO THE LEFT, SAID CURVE HAVING A RADIUS OF 517.00 FEET, A CENTRAL ANGLE OF 58 DEGREES 14 MINUTES 00 SECONDS AND A CHORD WHICH BEARS NORTH 69 DEGREES 15 MINUTES 19 SECONDS WEST, A DISTANCE OF 503.13 FEET; THENCE SOUTH 81 DEGREES 37 MINUTES 41 SECONDS WEST, A DISTANCE OF 96.45 FEET TO THE EASTERLY LINE OF LINCOLN PINES SUBDIVISION ACCORDING TO THE PLAT RECORDED IN DOCUMENT NO. 2016-0044766, PUBLIC RECORDS OF OTTAWA COUNTY MICHIGAN; THENCE ALONG THE SAID EASTERLY LINE OF LINCOLN PINES SUBDIVISION FOR THE FOLLOWING SEVEN COURSES; THENCE NORTH 08 DEGREES 22 MINUTES 19 SECONDS WEST, A DISTANCE OF 71.00 FEET; THENCE NORTH 20 DEGREES 33 MINUTES 56 SECONDS EAST, A DISTANCE OF 74.94 FEET; THENCE NORTH 67 DEGREES 15 MINUTES 44 SECONDS EAST, A DISTANCE OF 41.82 FEET; THENCE NORTH 57 DEGREES 48 MINUTES 46 SECONDS EAST, A DISTANCE OF 53.56 FEET; THENCE NORTH 32 DEGREES 11 MINUTES 14 SECONDS WEST, A DISTANCE OF 162.50 FEET; THENCE NORTH 57 DEGREES 48 MINUTES 46 SECONDS EAST, A DISTANCE OF 16.26 FEET; THENCE NORTH 32 DEGREES 11 MINUTES 14 SECONDS WEST, A DISTANCE OF 228.50 FEET; THENCE NORTH 57 DEGREES 48 MINUTES 46 SECONDS EAST, A DISTANCE OF 240.00 FEET; THENCE SOUTH 46 DEGREES 24 MINUTES 22 SECONDS EAST, A DISTANCE OF 162.50 FEET; THENCE SOUTH 57 DEGREES 33 MINUTES 08 SECONDS EAST, A DISTANCE OF 67.00 FEET; THENCE SOUTH 48 DEGREES 38 MINUTES 10 SECONDS EAST, A DISTANCE OF 147.04 FEET; THENCE SOUTH 61 DEGREES 52 MINUTES 32 SECONDS EAST, A DISTANCE OF 49.89 FEET; THENCE 254.14 FEET ALONG THE ARC OF A CURVE TO THE LEFT, SAID CURVE HAVING A RADIUS OF 252.55 FEET, A CENTRAL ANGLE OF 57 DEGREES 39 MINUTES 23 SECONDS AND A CHORD WHICH BEARS SOUTH 61 DEGREES 00 MINUTES 57 SECONDS EAST, A DISTANCE OF 243.55 FEET; THENCE SOUTH 89 DEGREES 50 MINUTES 38 SECONDS EAST, A DISTANCE OF 67.92 FEET TO THE WEST LINE OF THE EAST 1/8 OF THE WEST 1/2 OF THE SOUTHEAST 1/4 OF SECTION 12; THENCE SOUTH 00 DEGREES 09 MINUTES 22 SECONDS WEST, ALONG THE WEST LINE OF THE EAST 1/8 OF THE WEST 1/2 OF THE SOUTHEAST 1/4 OF SECTION 12, A DISTANCE OF 5.18 FEET TO THE NORTH LINE OF THE SOUTH 910 FEET OF THE SOUTHEAST 1/4 OF SECTION 12; THENCE SOUTH 88 DEGREES 46 MINUTES 29 SECONDS EAST, ALONG THE NORTH LINE OF THE SOUTH 910 FEET OF THE SOUTHEAST 1/4 OF SECTION 12, A DISTANCE OF 1451.91 FEET TO THE WEST LINE OF 144TH AVENUE BEING PARALLEL WITH AND 60.00 FEET (PERPENDICULAR MEASURE) WEST OF THE EAST LINE OF THE SOUTHEAST 1/4 OF SECTION 12; THENCE SOUTH 00 DEGREES 04 MINUTES 56 SECONDS WEST, ALONG THE WEST LINE OF 144TH AVENUE, A DISTANCE OF 375.90 FEET TO THE POINT OF BEGINNING, CONTAINING 28.25 ACRES OF LAND, MORE OR LESS.

SUBJECT TO AND TOGETHER WITH ANY EASEMENTS, RESTRICTIONS OR RESERVATIONS OF RECORD.

GENERAL NOTES:

1. THE DEVELOPMENT WILL BE SERVICED BY A PUBLIC SEWER COLLECTION SYSTEM WHICH SHALL BE DESIGNED IN ACCORDANCE WITH THE GRAND HAVEN TOWNSHIP STANDARDS, O.C.R.C. STANDARD REQUIREMENTS AND MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY REQUIREMENTS.
2. THIS DEVELOPMENT WILL BE SERVICED BY A PUBLIC WATER DISTRIBUTION SYSTEM WHICH SHALL BE DESIGNED IN ACCORDANCE WITH THE GRAND HAVEN TOWNSHIP STANDARDS AND O.C.R.C. STANDARD REQUIREMENTS.
3. THE OTTAWA COUNTY WATER RESOURCES COMMISSION SHALL REVIEW AND APPROVE THE FINAL STORM WATER MANAGEMENT DESIGN.
4. ALL ROADS WILL BE PUBLIC AND WILL BE DESIGNED IN ACCORDANCE WITH THE OTTAWA COUNTY ROAD COMMISSION STANDARDS.
5. INSTALLATION OF SANITARY SEWER AND WATERMAIN TO BE CONSTRUCTED IN ACCORDANCE WITH M.D.E.Q. APPROVAL AND RESTORED MEETING M.D.E.Q. REQUIREMENTS.
6. SITE LIGHTING TO BE PROVIDED BY CONSUMERS ENERGY AND PUBLICLY OPERATED.

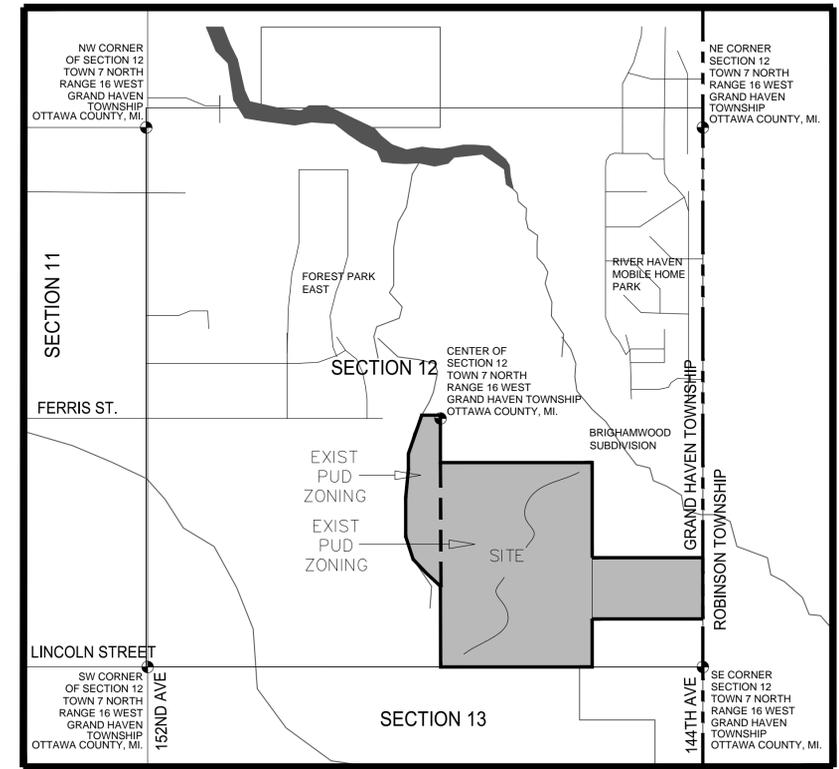


CURRENT PUD ZONING
(WITH UNDERLYING SINGLE FAMILY RESIDENTIAL DISTRICT)

TOTAL PARCEL AREA	58.61 ACRES
MIN LOT AREA	13,000 SF
MIN LOT WIDTH	60'
FRONT SETBACK	35'
SIDE SETBACK	16'/8' MIN
REAR SETBACK	35'
CORNER LOT SETBACK	25'
PROP PLAN DENSITY	99 LOTS PER ACRE
OPEN SPACE	16.85 ACRES (28.7%)
PROP PLAN LOTS PER ACRE	1,689 LOTS PER ACRE
PARALLEL PLAN DENSITY	129 LOTS PER ACRE
PARALLEL PLAN LOTS PER ACRE	2,201 LOTS PER ACRE

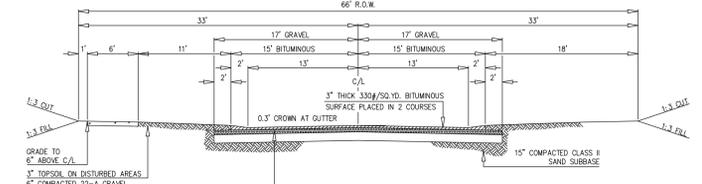
REQUESTING PUD AMENDMENT ZONING
(WITH UNDERLYING SINGLE FAMILY RESIDENTIAL DISTRICT)

TOTAL PARCEL AREA	79.86 ACRES
MIN LOT AREA	13,000 SF
MIN LOT WIDTH	60'
FRONT SETBACK	35'
SIDE SETBACK	16'/8' MIN
REAR SETBACK	35'
CORNER LOT SETBACK	25'
CONDO REAR SETBACK FOR MAIN BLDG	20' MIN
CONDO REAR SETBACK FOR DECK & SUN PORCH	18' MIN
CONDO FRONT SETBACK FROM ROAD/WALK	30' MIN
CONDO BUILDING SEPARATION (EXCLUDES WINDOW WELLS)	16' MIN
PROP PLAN DENSITY	114 LOTS PER ACRE
AMENDED OPEN SPACE	16.53 ACRES (20.7%)
PARALLEL PLAN DENSITY	173 LOTS PER ACRE
PARALLEL PLAN LOTS PER ACRE	2,142 LOTS PER ACRE



LOCATION MAP

NOT TO SCALE

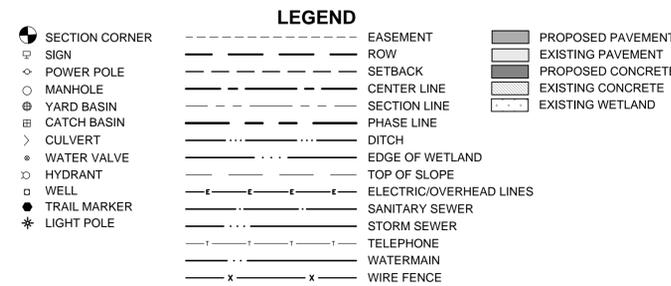


NOTES:
MINIMUM GRADE SHALL BE 0.6% STORM SEWERS SHALL BE CONSTRUCTED ALONG C/A. BACK OF CATCH BASIN CASTING IN INTERSECTION RADI SHALL BE IN 6" FROM OUTSIDE EDGE OF BITUMINOUS SURFACING. TOP OF CASTING SHALL BE SET FLUSH WITH FINISH GRAVEL GRADE. GRAVEL SHALL THEN BE GRADED 10' EITHER DIRECTION FROM CASTING TO ALLOW FOR THICKNESS OF BITUMINOUS SURFACE. THIS STREET SECTION WILL HAVE A SPRING WEIGHT REDUCTION OF 35%.

PROPOSED WATER MAIN SHALL BE CONSTRUCTED 22' NORTHERLY AND OR EASTERLY OF THE PROPOSED ROAD CENTERLINES AS SHOWN. THE WATERMAIN DEPTH SHALL BE SET 5.5' BELOW PROPOSED ROAD CENTERLINE GRADE TO THE CENTER OF THE MAIN.

PROPOSED SANITARY SEWER SHALL BE CONSTRUCTED 8 FEET SOUTHERLY AND OR WESTERLY OF THE PROPOSED ROAD CENTERLINE AS SHOWN.

TYPICAL ROAD CROSS SECTION



HOLLAND ENGINEERING, INC.
220 HOOVER BLVD., SUITE 2
HOLLAND, MI 49423
616-392-5938

DOUGLAS J. LANSKY
MICHIGAN PROFESSIONAL SURVEYOR #45500

HOLLAND ENGINEERING
220 Hoover Boulevard
Holland, Michigan 49423-3766
www.hollandengineering.com
T 616-392-5938 F 616-392-2116

The Surveyor's / Engineers liability for any but not limited to those arising out of the Surveyors / Engineers negligence, gross misconduct, warranties or misrepresentations shall amount to greater than the service fee.

EASTBROOK HOMES
ATTN: MR. MICHAEL MCGRAW
1188 EAST PARIS AVE., S.E.
GRAND RAPIDS CHARTER TWP., MI 49546

LINCOLN PINES SUBDIVISION PHASE II
PART OF THE SE 1/4, SECT 12, T7N, R16W
GRAND HAVEN TWP., OTTAWA CO., MI

No.	Description	Issued for:	
		A	B
1	TENTATIVE PRELIMINARY PLAT		
2	ISSUED FOR PRELIMINARY PLAT REVIEW		
3	ISSUED FOR PRELIMINARY PLAT APPROVAL		
4			
5			
6			
7			
8			
9			
10			

Date: 09/12/2018, 10/16/2018, 11/02/2018

Plat is preliminary & incomplete until ISSUED FOR CONSTRUCTION

Project Manager
LYNNELLE BERKENPAS, P.E.

Vertical Datum: LOCAL
Horz. Datum: LOCAL

Drawn by: **MARK BROOKHOUSE**

Checked by: Survey Date
Civil Date

Struc. Date

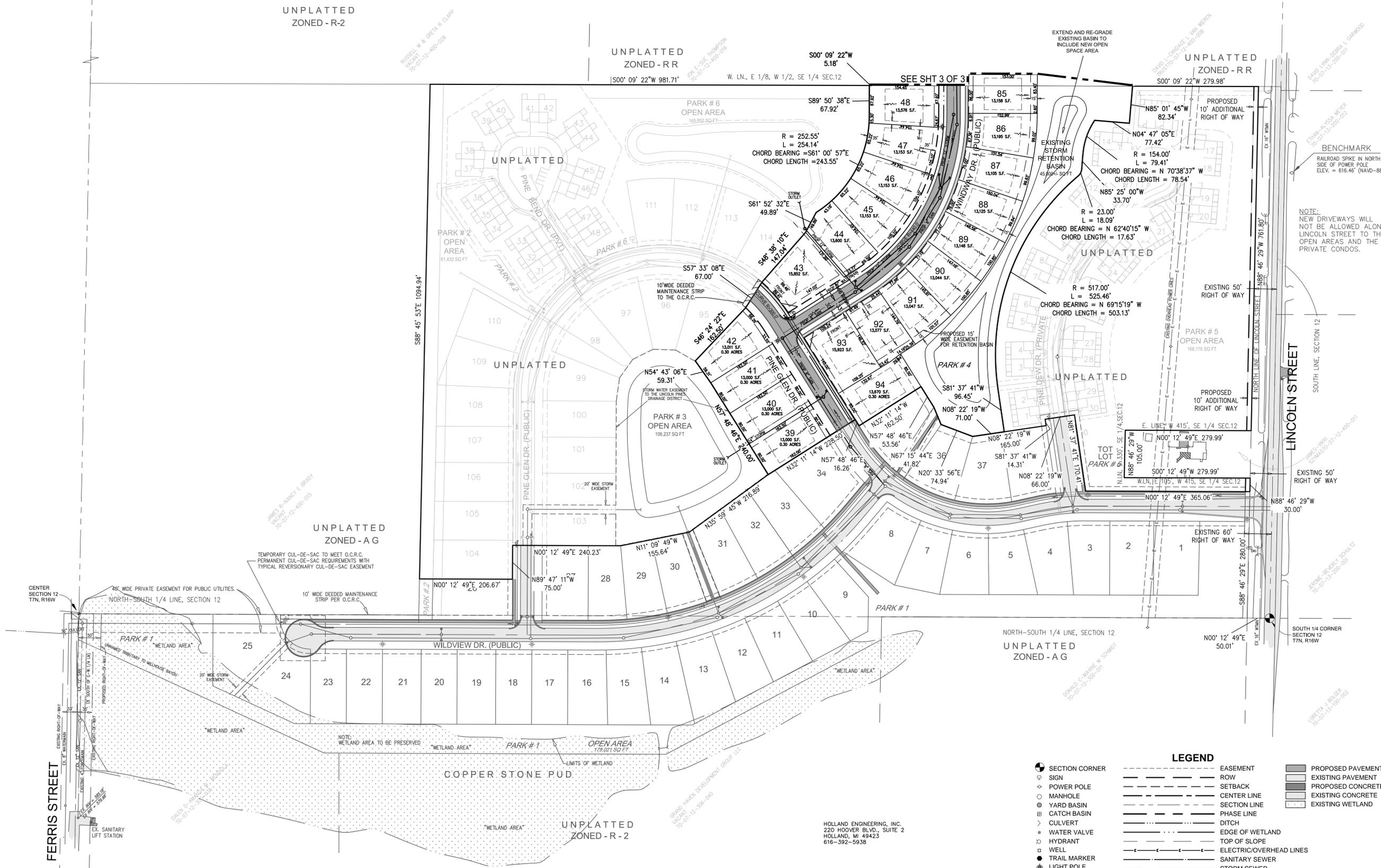
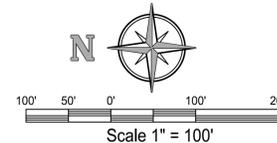
L. A. Date

HEI Project Number
17-09-024

Sheet Title
PRELIMINARY PLAT

Sheet No.
1 OF 3

**PRELIMINARY PLAT OF:
LINCOLN PINES SUBDIVISION - PHASE II**
PART OF THE SOUTHEAST 1/4 AND THE SOUTHWEST 1/4 OF SECTION 12, T.7N., R.16 W.
GRAND HAVEN TOWNSHIP, OTTAWA COUNTY, MICHIGAN



LEGEND

● SECTION CORNER	--- EASEMENT	▨ PROPOSED PAVEMENT
⊕ SIGN	--- ROW	▨ EXISTING PAVEMENT
○ POWER POLE	--- SETBACK	▨ PROPOSED CONCRETE
○ MANHOLE	--- CENTER LINE	▨ EXISTING CONCRETE
⊕ YARD BASIN	--- SECTION LINE	▨ EXISTING WETLAND
⊕ CATCH BASIN	--- PHASE LINE	
> CULVERT	--- DITCH	
○ WATER VALVE	--- EDGE OF WETLAND	
○ HYDRANT	--- TOP OF SLOPE	
○ WELL	--- ELECTRIC/OVERHEAD LINES	
● TRAIL MARKER	--- SANITARY SEWER	
* LIGHT POLE	--- STORM SEWER	
	--- TELEPHONE	
	--- WATERMAIN	
	--- WIRE FENCE	

HOLLAND ENGINEERING, INC.
220 HOOVER BLVD., SUITE 2
HOLLAND, MI 49423
616-392-5938

DOUGLAS J. LANSKY
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HOLLAND ENGINEERING
220 Hoover Boulevard
Holland, Michigan 49423-3766
www.hollandengineering.com
T 616-392-5938 F 616-392-2116

The Surveyor's / Engineer's liability for any errors or omissions in this plat is limited to those arising out of the negligence, gross negligence, or willful misconduct, but does not include consequential damages or any amount greater than the service fee.

EASTBROOK HOMES
ATTN: MR. MICHAEL MCGRAW
1188 EAST PARIS AVE., S.E.
GRAND RAPIDS CHARTER TWP., MI 49546

LINCOLN PINES SUBDIVISION PHASE II
PART OF THE SE 1/4, SECT 12, T7N, R16W
GRAND HAVEN TWP., OTTAWA CO., MI

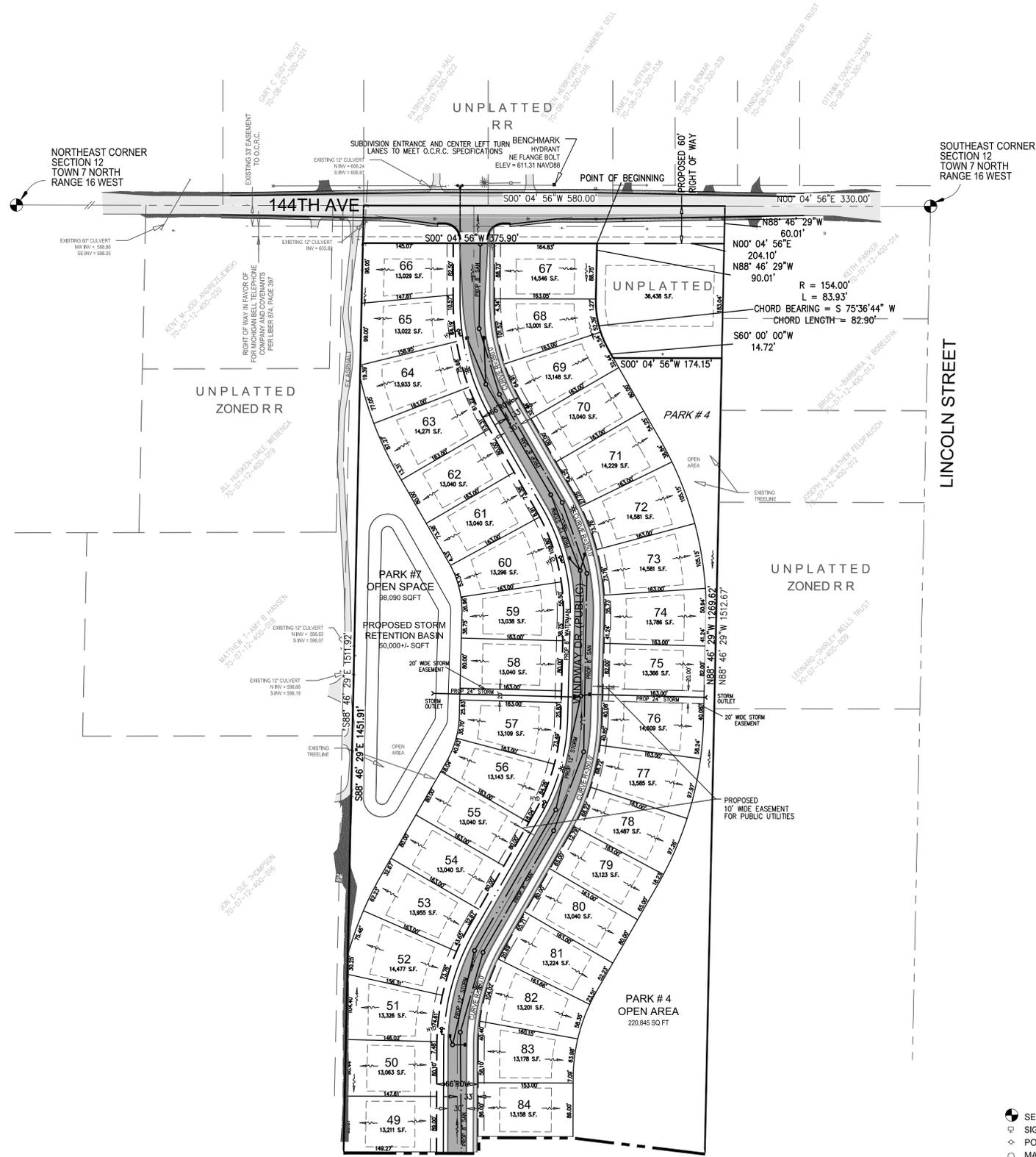
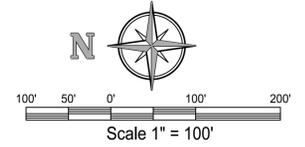
Issued for:

No.	A	B	C
Date	09/12/2018	TENTATIVE PRELIMINARY PLAT	
	10/16/2018	ISSUED FOR PRELIMINARY PLAT REVIEW	
	11/02/2018	ISSUED FOR PRELIMINARY PLAT APPROVAL	

Plans are preliminary & incomplete until ISSUED FOR CONSTRUCTION.

Project Manager	
LYNNELLE BERKENPAS, P.E.	
Vertical Datum	Horz. Datum
LOCAL	LOCAL
Drawn by	
MARK BROOKHOUSE	
Checked by	Date
Civil	
Struc.	
L. A.	
HEI Project Number	
17-09-024	
Sheet Title	
SITE LAYOUT PLAN	
Sheet No.	
2 OF 3	

**PRELIMINARY PLAT OF:
LINCOLN PINES SUBDIVISION - PHASE II**
PART OF THE SOUTHEAST 1/4 AND THE SOUTHWEST 1/4 OF SECTION 12, T.7N., R.16 W.
GRAND HAVEN TOWNSHIP, OTTAWA COUNTY, MICHIGAN



SEE SHT 2 OF 3

HOLLAND ENGINEERING, INC.
220 HOOVER BLVD., SUITE 2
HOLLAND, MI 49423
616-392-5938

DOUGLAS J. LANSKY
MICHIGAN PROFESSIONAL SURVEYOR #45500

- | | | |
|------------------|-----------------------------|---------------------|
| ● SECTION CORNER | --- EASEMENT | ▨ PROPOSED PAVEMENT |
| ⊕ SIGN | --- ROW | ▨ EXISTING PAVEMENT |
| ○ POWER POLE | --- SETBACK | ▨ PROPOSED CONCRETE |
| ○ MANHOLE | --- CENTER LINE | ▨ EXISTING CONCRETE |
| ⊕ YARD BASIN | --- SECTION LINE | ▨ EXISTING WETLAND |
| ⊕ CATCH BASIN | --- PHASE LINE | |
| > CULVERT | --- DITCH | |
| ⊕ WATER VALVE | --- EDGE OF WETLAND | |
| ⊕ HYDRANT | --- TOP OF SLOPE | |
| ⊕ WELL | --- ELECTRIC/OVERHEAD LINES | |
| ● TRAIL MARKER | --- SANITARY SEWER | |
| * LIGHT POLE | --- STORM SEWER | |
| | --- TELEPHONE | |
| | --- WATERMAIN | |
| | --- WIRE FENCE | |

HOLLAND
ENGINEERING

220 Hoover Boulevard
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T 616-392-5938 F 616-392-2116

The Surveyor's / Engineer's liability for any damages arising out of the Surveyor's / Engineer's negligence, gross misconduct, warranties or misrepresentations shall amount no greater than the service fee.

EASTBROOK HOMES

ATTN: MR. MICHAEL MCGRAW
1188 EAST PARIS AVE., S.E.
GRAND RAPIDS CHARTER TWP., MI 49546

LINCOLN PINES SUBDIVISION PHASE II

PART OF THE SE 1/4, SECT 12, T7N, R16W
GRAND HAVEN TWP., OTTAWA CO., MI

Issued for:

No.	Description
A	TENTATIVE PRELIMINARY PLAT
B	ISSUED FOR PRELIMINARY PLAT REVIEW
C	ISSUED FOR PRELIMINARY PLAT APPROVAL

Plans are preliminary & incomplete until ISSUED FOR CONSTRUCTION

Project Manager LYNNELLE BERKENPAS, P.E.	
Vertical Datum	Horz. Datum
LOCAL	LOCAL
Drawn by MARK BROOKHOUSE	
Checked by	Date
Survey	.
Civil	.
Struc.	.
L. A.	.
HEI Project Number 17-09-024	
Sheet Title SITE LAYOUT PLAN	
Sheet No. 3 OF 3	



MANAGER'S MEMO

DATE: November 5, 2018

TO: Township Board

FROM: Bill Cargo / Mark VerBerkmoes

SUBJECT: Donation Policy

The Parks and Recreation Committee recommended approval of the attached donation policy (*i.e.*, *Resolution 18-11-08*). The policy follows many of the aspects of the donation policy for the City of Grand Haven.

At this stage, this policy is expected to be rarely used. However, the public will be informed of the possibility of donating material ... including memorial donations.

The attached policy does not apply to donations of land, buildings or art, which must be approved by the Township Board

If the Board supports the donation policy, the following motion can be offered:

Move to recommend approve and adopt Resolution 18-11-08, which approves a donation policy for the Township.

If you have any questions or comments prior to the Board meeting, please contact either Cargo or VerBerkmoes.

Grand Haven Charter Township Donation Policy

Purpose

The purpose of this policy is to establish guidelines, standards and procedures for the installation and care of donated improvements, either as a result of a cash or physical property donation. These donations may include, but are not limited to, park benches, bicycle racks, picnic tables, trees, public art, monuments, drinking fountains and flags. This policy does not apply to buildings or land. Grand Haven Charter Township (*hereinafter the "Township"*) desires to encourage donations while at the same time manage aesthetic impacts and mitigate on-going maintenance cost.

This policy is also designed to provide guidelines for individuals or groups should they desire to decorate, landscape or adorn a donation, such as a tree, bench, or picnic table on Township owned property.

Standards for Donations

Appearance and Aesthetics

The Township and the community have an interest in ensuring the best appearance and aesthetic quality of their public facilities. Donated elements and/or their associated acknowledgments should reflect the character of the park or facility. All elements will be installed in such a manner that will not substantially change the character of a facility or its intended use.

Maintenance

Donated elements and/or their associated acknowledgement become Township property. Accordingly, the Township has the duty to maintain the donation only for the expected life cycle of the donation. If current contact information is on file, the donor will be informed and given the opportunity to take further action at the expiration of the original life cycle. Acceptance of donations confers no obligation on the Township, and the decision to restore, relocate or remove donations at any time will be at the sole discretion of the Township.

Repair

The community has an interest in ensuring that all elements remain in good repair. In addition, the public has an interest in ensuring that the short and long-term repair costs are reasonable. Repair parts and materials must be readily available. Donated elements must be of high quality to ensure a long life, be resistant to the elements, wear and tear, and to acts of vandalism.

Cost

The Township has an interest in ensuring that the donor covers the full-cost for the purchase, installation, and maintenance during the expected life cycle of donated park elements.

The Township also has an interest in ensuring that on-going maintenance costs do not negatively impact the resources available for maintenance of other Township facilities. Consequently, the Township will assess, at the time of purchase, a charge sufficient to cover anticipated on-going maintenance of donated elements during their expected life expectancy.

Procedure for Making a Donation

The Township Superintendent will approve or deny all donation requests. The Department of Public Services will manage all donations located on Township property.

Application

Potential donors or a donor's representative will complete an application form (*see attached*). Applications are available at the Township offices. Completed applications will be made to the Township Superintendent for review and processing.

Prior to preparing an application, the donor may contact the Township Superintendent to discuss a proposed donation. An informal screening may assist the potential donor in determining if a gift will meet the criteria contained in this policy.

Criteria for Acceptance

Plan

To accept donation of an element for a specific facility, a plan may exist showing the available locations for donated elements. If no plan exists then the Township may accept the donation under certain conditions. Under this circumstance the donation must 1) meet a true need of the facility, 2) not interfere with the intended current or future use of the facility and 3) not require the relocation of other equipment or infrastructure to accommodate the donation. Some facilities may be fully developed and the opportunity for donations would not be available.

Donation Acknowledgements/Memorial Plaques

Donation acknowledgments and memorial plaques will be made of bronze and must be approved and purchased through the Township. Donation acknowledgements/memorial plaques will be approved by the Director of Public Services and/or the Township Superintendent and manufactured by a Township approved vendor to ensure highest quality, life and durability. In cases where bronze plaques are not feasible, Township staff may suggest alternative types. These types will be in character with the intent of this section and acknowledgments shall be of good quality and refined.

Benches, bicycle racks, picnic tables and drinking fountains

Benches, bicycle racks, picnic tables, drinking fountains, and playground components may be sited in locations approved by the Department of Public Services in accordance with an available site plan. Items donated must be of a product approved by the Department of Public Services, and these items become Township property at time of purchase and/or installation.

Street, park, or pathway benches will be 8-foot in length; recycled plastic slats; ductile iron frame, surface attached to concrete pad (*i.e., 12' x 6'*)

Trees

Landscaping and plant selection for facilities is vital for the Township of Grand Haven. Accordingly, the size and species of tree(s) donated shall be limited to those determined by the

Township. Trees will only be accepted for areas that have active irrigation systems in place or if 20-gallon, slow release watering bags can be used for root establishment.

Monuments

Upright monuments must be approved by the Township Board prior to their installation in any Township facility or on any Township property.

Flags

Flags may be sited in locations approved by the Department of Public Services. Flags deteriorate quickly when exposed to the elements and the size of a flag is determined by the type, size and configuration of the pole on which it is to be mounted. Consequently, donated flags must be of a size and quality suitable for the site and the environment in which it is to be located. Flags will be subject to replacement, paid for by the donor at the time when Township staff determines replacement is needed.

Interpretative signs

Interpretive signs may be installed at sites that are appropriate for describing the history, geology, environment, and flora and fauna of a particular area. Interpretive signs shall be of a size that is in keeping with the character of the site. Interpretive signs shall be of a design that meets requirements for access to the disabled. Interpretive signs shall be designed in such a manner that is consistent with other interpretive signs on the site. Interpretive signs shall be constructed of materials that are of high quality, vandal resistant, and able to withstand harsh environmental conditions.

Other donations

This policy is not inclusive and there may be types of donations that do not fit neatly into any category presented herein. The Township may accept those donations subject to a review by the Department of Public Services, Township Superintendent, and Township Board. The Township Superintendent may, at their discretion, bring any donation proposal to the appropriate board or committee for review and recommendation.

Buildings, structures, and public art

Donated buildings, structures (*including playgrounds*) and public art are subject to full review and approval of the appropriate committee and Township Board and are not considered as part of this policy.

Conditions

Installation

A licensed contractor or Township staff will complete installation of donated elements, including the donor acknowledgement/memorial plaques. The installation will be scheduled at a time and date as determined by the Department of Public Services so as not to unnecessarily interfere with routine maintenance activities.

Removal and/or Relocation

The Township reserves the right to remove and/or relocate donated elements and their associated donation acknowledgements/memorial plaques. The Township will make reasonable efforts to determine the origin of the donation and will attempt to contact donors prior to restoring, removing or relocated donated elements.

Maintenance and Repair

The long-term care and maintenance of donated elements is important to both the donor and the Township.

End of Life Cycle

At the end of the life-cycle term, the donor may choose to extend the life-cycle term by paying for the current value of a new donation and its associated maintenance cost. The Township reserves the right to seek a new donor for the donation at the end of the established life cycle should the original donor choose not to renew the donation, or if the Township has not been able to contact the original donor.

It is in the Township's interest to exclude certain donations from this policy. Donations with short life spans are to be replaced and paid for by the donor at the time when the Department of Public Services determines replacement is needed.

This policy shall not apply to land or building donations.

Location(s) Desired to be Considered for Proposed Donation

- Hofma Park
- Pottawattomie Park
- Bignell Park
- Administrative Building Complex
- Pathway Location _____
- Hofma Preserve
- Mercury Park
- Public Service Facility _____
- Fire/Rescue Station

ⁱ "Other" includes bike racks, water fountains, public art, structures (including playground equipment), signs or any other donation not specifically listed.

Building Permit Report - Monthly

			Estimated Cost	Permit Fee
ACCESSORY BUILDING				
P18BU0423	PECKHAM CHARLES-JULIE	15283 GROESBECK ST	\$7,500	\$168.00
P18BU0459	RAUSCHERT KENNETH A-KATHRYN E	13759 HOFMA DR	\$15,000	\$211.15
P18BU0461	BENNETT TIMOTHY-JANE L	14030 HEMLOCK SPRINGS PVT	\$6,700	\$168.00
			\$29,200	\$547.15
			<i>Total Permits For Type: 3</i>	
ADDITIONS				
P18BU0389	HOLT SANDRA M	14866 152ND AVE	\$6,000	\$105.00
P18BU0419	PENDERGAST DONALD II-VICKIE	15927 TREELINE DR PVT	\$35,000	\$348.15
P18BU0455	REENDERS KYLE L-ANDREA M	13752 168TH AVE	\$60,030	\$526.25
P18BU0468	VAN OOSTERHOUT ROSEMARY E	14575 MERCURY DR	\$21,500	\$259.10
			\$122,530	\$1,238.50
			<i>Total Permits For Type: 4</i>	
ADDRESS				
P18AD0039	MOJO GROUP TOO LLC	13441 WINDCREST LN	\$0	\$14.00
			\$0	\$14.00
			<i>Total Permits For Type: 1</i>	
AG EXEMPT				
P18AG0005	CORTIS RICHARD-CHARLOTTE	16342 LINCOLN ST	\$0	\$20.00
			\$0	\$20.00
			<i>Total Permits For Type: 1</i>	
ALTERATIONS				
P18BU0436	JANSSEN CHARLES A-LEA ANNE L	10511 LAKESHORE DR	\$160,000	\$1,108.40
P18BU0443	STUMP MATTHEW P-MARY BATTLE TRUST	16847 WATERSEDGE DR	\$53,238	\$478.30
P18BU0453	REDDER CURT	16159 MERCURY DR	\$18,080	\$238.55
P18BU0465	SCARTH KENNETH E-JERILYN M	15723 LAKE AVE	\$5,000	\$89.25
P18BU0470	SIKKENGA TRUST	12652 RETREAT DR PVT	\$21,294	\$259.10
P18BU0472	RIVER HAVEN OPERATING COMPANY LLC	13645 PINEWOOD DR	\$1,400	\$92.00
			\$259,012	\$2,265.60
			<i>Total Permits For Type: 6</i>	
BASEMENT FINISH				
P18BU0427	GASSER JOSEPH C-JOY	14961 PINE RIDGE RD	\$5,500	\$105.00
			\$5,500	\$105.00
			<i>Total Permits For Type: 1</i>	
DECK				
P18BU0125	RUSCETT RONDA V	14229 CRICKLEWOOD RD	\$3,500	\$73.50
P18BU0439	BAKER LARRY R-DIANE M	14635 178TH AVE	\$3,500	\$73.50
P18BU0440	INGERSOLL BENJAMIN J-BAILEY L TRUST	14746 154TH AVE	\$2,560	\$63.00
P18BU0445	ZYSK JUSTIN	15382 COLEMAN AVE	\$150	\$36.75

Building Permit Report - Monthly

			Estimated Cost	Permit Fee
P18BU0460	MOYNIHAN OWEN-EMMA	16379 MERCURY DR	\$3,855	\$73.50
			\$13,565	\$320.25
			<i>Total Permits For Type:</i>	5
DEMOLITION				
P18DE0022	KAR KEVIN-MARIE	15429 LAKE AVE	\$0	\$20.00
P18DE0023	SPIER DALE	17665 BRUCKER ST	\$0	\$20.00
			\$0	\$40.00
			<i>Total Permits For Type:</i>	2
ELECTRICAL				
P18EL0565	SCHMIEDEKNECHT TRUST	15066 SANDSTONE RD	\$0	\$122.00
P18EL0566	GOFFNETT MEGAN-MICHAEL	15487 LINCOLN ST	\$0	\$266.00
P18EL0567	ENNENGA TRUST FUND A & B	17025 TIMBER DUNES DR	\$0	\$195.00
P18EL0568	HANSEN KYLE R	15906 RIDGEFIELD ST	\$0	\$50.00
P18EL0569	TUIN MATTHEW-JESSICA	11533 144TH AVE	\$0	\$108.00
P18EL0571	PENDERGAST DONALD II-VICKIE	15927 TREELINE DR PVT	\$0	\$106.00
P18EL0572	BRYANT BRANDON -TANYA	15000 WESTRAY ST	\$0	\$60.00
P18EL0573	SIGNATURE LAND DEVELOPMENT CORP	13125 WILDVIEW DR	\$0	\$221.00
P18EL0574	STONE MATTHEW T	13005 WILDVIEW DR	\$0	\$221.00
P18EL0575	FRANKUM JEFFREY-SUSAN	14514 ANGELUS CIR	\$0	\$55.00
P18EL0576	REENDERS LAWRENCE ENT	16891 JOHNSON ST	\$0	\$78.00
P18EL0577	MARCUSSE CONSTRUCTION COMPANY LLC	5045 COPPER PL	\$0	\$269.00
P18EL0578	MG PROPERTY LLC	15015 COPPER CT	\$0	\$269.00
P18EL0579	ZAMMARRON GEORGE-SUSAN TRUST	11490 LAKESHORE DR	\$0	\$84.00
P18EL0580	MICHALAK JEFFREY-MARTHA	10369 LAKESHORE DR	\$0	\$200.00
P18EL0581	DOORNBOS MATTHEW F-NANCY A	10209 LAKESHORE DR	\$0	\$261.00
P18EL0582	HARMON RYAN	15000 LAKESHORE DR	\$0	\$60.00
P18EL0583	LIVINGSTON RYAN J-ASHLEY A	14608 LAKESHORE DR	\$0	\$306.00
P18EL0584	REENDERS KYLE L-ANDREA M	13752 168TH AVE	\$0	\$202.00
P18EL0585	STUMP MATTHEW P-MARY BATTLE TRUST	16847 WATERSEDGE DR	\$0	\$116.00
P18EL0586	SKODACK RICHARD E-JULIE	12236 LAKESHORE DR	\$0	\$122.00
P18EL0587	ROBBINS ROAD REAL ESTATE LLC	17272 ROBBINS RD BLDG S	\$0	\$397.00
P18EL0588	POTTS BRENT-JULIE	15303 CANTERBURY LN PVT	\$0	\$134.00
P18EL0589	SCARTH KENNETH E-JERILYN M	15723 LAKE AVE	\$0	\$62.00
P18EL0590	VANDER HEIDE PATRICIA J TRUST	12491 JANSMA DR	\$0	\$64.00
P18EL0591	CATLIN JOEL-WRIGHT DARNELLA	11664 GARNSEY AVE	\$0	\$130.00
P18EL0592	SIKKENGA TRUST	12652 RETREAT DR PVT	\$0	\$60.00
P18EL0593	RUSTER ROBERT J-JACQUELINE A	9981 HIAWATHA DR	\$0	\$66.00
			\$0	\$4,284.00
			<i>Total Permits For Type:</i>	28

Building Permit Report - Monthly

			Estimated Cost	Permit Fee
FENCE				
P18ZL0093	DUARTE THEODORE	16096 ROBBINS RD	\$4,655	\$25.00
P18ZL0095	DELACRUZ SHAUN A	13654 148TH AVE	\$7,000	\$25.00
P18ZL0097	SCHMIDT JAMES A	15704 FERRIS ST	\$1,300	\$25.00
P18ZL0102	SCHMIDT APRIL	14465 ANGELUS CIR	\$0	\$25.00
P18ZL0103	LACOMBE TRAVIS-KELLI THOMPSON	15245 MEADOWWOOD DR	\$1,500	\$25.00
			\$14,455	\$125.00
			<i>Total Permits For Type:</i>	5

MANUFACTURED HOME SET-UP				
P18BU0473	RIVER HAVEN OPERATING COMPANY LLC	14449 STILLWATER DR	\$1,400	\$92.00
P18BU0474	RIVER HAVEN OPERATING COMPANY LLC	13735 RIVER HAVEN BLVD	\$1,400	\$92.00
P18BU0475	RIVER HAVEN OPERATING COMPANY LLC	13670 BLUEWATER COVE	\$1,400	\$92.00
P18BU0476	RIVER HAVEN OPERATING COMPANY LLC	13754 CLEARWATER LANE	\$1,400	\$92.00
P18BU0477	RIVER HAVEN OPERATING COMPANY LLC	13682 BLUEWATER COVE	\$1,400	\$92.00
P18BU0478	RIVER HAVEN OPERATING COMPANY LLC	13588 SILVERBROOK DR	\$1,400	\$92.00
P18BU0479	RIVER HAVEN OPERATING COMPANY LLC	13624 SILVERBROOK DR	\$1,400	\$92.00
P18BU0480	RIVER HAVEN OPERATING COMPANY LLC	13750 RIVER HAVEN BLVD	\$1,400	\$92.00
P18BU0481	RIVER HAVEN OPERATING COMPANY LLC	13780 RIVER HAVEN BLVD	\$1,400	\$92.00
P18BU0482	RIVER HAVEN OPERATING COMPANY LLC	13790 RIVER HAVEN BLVD	\$1,400	\$92.00
P18BU0483	RIVER HAVEN OPERATING COMPANY LLC	13860 RIVER HAVEN BLVD	\$1,400	\$92.00
P18BU0484	RIVER HAVEN OPERATING COMPANY LLC	13870 RIVER HAVEN BLVD	\$1,400	\$92.00
P18BU0485	RIVER HAVEN OPERATING COMPANY LLC	13880 RIVER HAVEN BLVD	\$1,400	\$92.00
P18BU0486	RIVER HAVEN OPERATING COMPANY LLC	13900 RIVER HAVEN BLVD	\$1,400	\$92.00
P18BU0487	RIVER HAVEN OPERATING COMPANY LLC	13910 RIVER HAVEN BLVD	\$1,400	\$92.00
P18BU0488	RIVER HAVEN OPERATING COMPANY LLC	13970 RIVER HAVEN BLVD	\$1,400	\$92.00
P18BU0489	RIVER HAVEN OPERATING COMPANY LLC	13809 SUNSET PLACE	\$1,400	\$92.00
P18BU0490	RIVER HAVEN OPERATING COMPANY LLC	13865 RIVER HAVEN BLVD	\$1,400	\$92.00
P18BU0491	RIVER HAVEN OPERATING COMPANY LLC	13915 RIVER HAVEN BLVD	\$1,400	\$92.00
P18BU0492	RIVER HAVEN OPERATING COMPANY LLC	13945 RIVER HAVEN BLVD	\$1,400	\$92.00
			\$28,000	\$1,840.00
			<i>Total Permits For Type:</i>	20

MECHANICAL				
P18ME0495	MCVOY JASON A-HEATHER M	14325 WOODHAVEN CT	\$0	\$220.00
P18ME0514	VANDYKE BARRY A-CYNTHIA V	11325 LAKESHORE DR	\$0	\$265.00
P18ME0515	NORTH OTTAWA ROD & GUN	13084 160TH AVE	\$0	\$75.00
P18ME0516	MICHIGAN CONFERENCE ASSOCIATION	15051 177TH AVE	\$0	\$160.00
P18ME0517	15700 MB LLC	15700 WINANS ST	\$0	\$70.00
P18ME0518	FRANKUM JEFFREY-SUSAN	14514 ANGELUS CIR	\$0	\$110.00
P18ME0519	MICHALAK JEFFREY-MARTHA	10369 LAKESHORE DR	\$0	\$150.00

Building Permit Report - Monthly

			Estimated Cost	Permit Fee
P18ME0520	STONE MATTHEW T	13005 WILDVIEW DR	\$0	\$135.00
P18ME0521	TEG 43 NORTH LLC	17470 CRESCENT ST 206	\$0	\$80.00
P18ME0522	TEG TIMBERVIEW 1 LLC	17161 DUNE VIEW DR 315-BLDG B	\$0	\$80.00
P18ME0523	TEG 43 NORTH LLC	14954 RIDGEMOOR ST 105	\$0	\$55.00
P18ME0524	MCAFFREY LINDA-BROWN BARBARA	13749 COTTAGE DR	\$0	\$90.00
P18ME0525	GORDON SARA TRUST	13463 HIDDEN CREEK DR	\$0	\$80.00
P18ME0526	SIGNATURE LAND DEVELOPMENT CORP	13125 WILDVIEW DR	\$0	\$230.00
P18ME0527	STENBERG SHAWN-JULIE	13616 STREAMSIDE CT	\$0	\$80.00
P18ME0528	MARTIN JOHN E-HOLLY L	15297 VINTAGE AVE	\$0	\$55.00
P18ME0529	VANKUIKEN JEFFREY-CHRISTINA	17107 LINCOLN ST	\$0	\$85.00
P18ME0530	SHOEMAKER ROBERT L-TERRI L	10507 LAKESHORE DR	\$0	\$135.00
P18ME0531	REENDERS KYLE L-ANDREA M	13752 168TH AVE	\$0	\$80.00
P18ME0532	STOLARSKI PAUL E-HOLLY L	15403 MEADOWS DR	\$0	\$110.00
P18ME0533	BRADBURN MARK-FOX LINDSAY	17622 BRUCKER ST	\$0	\$85.00
P18ME0534	VANDER ZEE ROBERT J-KAREN E	14624 PARKWOOD DR	\$0	\$80.00
P18ME0535	GOFFNETT MEGAN-MICHAEL	15487 LINCOLN ST	\$0	\$245.00
P18ME0536	STONE MATTHEW T	13005 WILDVIEW DR	\$0	\$190.00
P18ME0537	LIRONES ANTHONY-RANDI TRUST	15549 ROYAL OAK DR	\$0	\$160.00
P18ME0538	FITZGERALD HAROLD	10145 LAKESHORE DR	\$0	\$55.00
P18ME0539	HARRIS MICHELLE K-ROBERT W	15252 CARDINAL LN	\$0	\$80.00
P18ME0540	SCHOPP JASON J	15851 BUCHANAN ST	\$0	\$125.00
P18ME0541	TOBER JUDY L	12215 152ND AVE	\$0	\$70.00
P18ME0542	ENNENGA TRUST FUND A & B	17025 TIMBER DUNES DR	\$0	\$195.00
P18ME0543	ROBBINS ROAD REAL ESTATE LLC	17272 ROBBINS RD BLDG S	\$0	\$125.00
P18ME0544	FOLTZ ROBERT M-LORI L	15275 FERRIS ST	\$0	\$95.00
P18ME0545	VANSLOOTEN LLOYD E	13452 152ND AVE	\$0	\$55.00
P18ME0546	KOBEL PAUL H-KOBEL SUZANNE D	11837 GARNSEY AVE	\$0	\$305.00
P18ME0547	EHLERT JOHN-ROSEANNE	15528 LINCOLN ST	\$0	\$70.00
P18ME0548	LEE ALLEN HOMES LLC	15017 COPPERWOOD DR	\$0	\$225.00
P18ME0549	KELSEY ROBERT	13726 LAKESHORE DR	\$0	\$85.00
P18ME0550	WILSON KEVIN-RALEY ROBIN	13286 RAVINE VIEW DR	\$0	\$110.00
P18ME0551	SCHAMPER GARY C	16890 BUCHANAN ST	\$0	\$55.00
P18ME0552	HARDY CLAUDE-ANNETTE	13327 GREENLEAF LN	\$0	\$110.00
P18ME0553	MILLS LOWEN-NANCY	17265 BUCHANAN ST	\$0	\$80.00
P18ME0554	BAKKER JEREMY-LAURA	15416 COMSTOCK ST	\$0	\$110.00
P18ME0555	VANSTEMPVOORT PHILLIP-MARY ELLEN	16040 COMSTOCK ST	\$0	\$80.00
P18ME0556	KOOPMAN GERALD J-SUSAN K	15534 TERRENCE ST	\$0	\$80.00
P18ME0557	GRAND HAVEN FINANCIAL CENTER LLC	16920 FERRIS ST	\$0	\$100.00
P18ME0558	VANDENBERG SUSAN L TRUST	16600 FERRIS ST	\$0	\$130.00

Building Permit Report - Monthly

			Estimated Cost	Permit Fee
P18ME0559	MOODT TRUST	13768 LAKE SEDGE DR	\$0	\$80.00
P18ME0560	HAMMOND SHELLY R-CECIL	16013 DELTA VIEW DR	\$0	\$80.00
P18ME0561	MARCUM LILLIAN I TRUST	14076 155TH AVE	\$0	\$80.00
P18ME0562	VANDERZANDEN JAMES-KELLI SUE	12681 LAKESHORE DR	\$0	\$110.00
P18ME0563	TEG TIMBERVIEW 2 LLC	15065 TESS CT 131-BLDG L	\$0	\$80.00
P18ME0564	OTTAWA COUNTY	9791 LAKESHORE DR	\$0	\$80.00
P18ME0565	LINTON TIMOTHY-SHANNON	12133 SANDY WOODS DR	\$0	\$85.00
P18ME0566	VAUGHAN EDWARD JR-KATHLEEN	11472 OAK GROVE RD	\$0	\$80.00
			\$0	\$6,120.00
			<i>Total Permits For Type:</i>	54

PLUMBING

P18PL0166	STONE MATTHEW T	13005 WILDVIEW DR	\$0	\$229.00
P18PL0167	10415 158TH AVE LLC	15221 RACHEL CT PVT	\$0	\$120.00
P18PL0168	HANSEN KYLE R	15906 RIDGEFIELD ST	\$0	\$50.00
P18PL0169	HENKE TAMARA A-CAMERON	17063 LAKE MICHIGAN DR 17065	\$0	\$241.00
P18PL0170	REENDERS KYLE L-ANDREA M	13752 168TH AVE	\$0	\$95.00
P18PL0171	VERBURG JONATHAN-ELIZABETH	12745 152ND AVE	\$0	\$238.00
P18PL0172	ROBBINS ROAD REAL ESTATE LLC	17272 ROBBINS RD BLDG S	\$0	\$341.00
P18PL0173	CATLIN JOEL-WRIGHT DARNELLA	11664 GARNSEY AVE	\$0	\$123.00
P18PL0174	HILBER DANIEL-CELESTE	15322 NICKOLAS DR	\$0	\$68.00
P18PL0175	SIGNATURE LAND DEVELOPMENT CORP	13043 WILDVIEW DR	\$0	\$234.00
P18PL0176	SIGNATURE LAND DEVELOPMENT CORP	13053 WILDVIEW DR	\$0	\$229.00
			\$0	\$1,968.00
			<i>Total Permits For Type:</i>	11

REPLACEMENT WINDOWS/DOORS

P18BU0428	SLOUMSKI MICHAEL D-SUZANNE	13235 RAVINE VIEW DR	\$4,626	\$89.25
P18BU0429	LUCZAK EVAN-KELLY	17684 ROBBINS RD	\$3,605	\$73.50
P18BU0448	NOVAK JAMES L-RUTH E TRUST	11470 168TH AVE	\$1,400	\$42.00
P18BU0466	LAMY DERRICK	15210 GRAND OAK RD	\$13,960	\$204.30
P18BU0498	ROEDER STUART D-TERRI J	17696 TAMARACK LN	\$1,400	\$42.00
			\$24,991	\$451.05
			<i>Total Permits For Type:</i>	5

RE-ROOFING

P18BU0430	VARNER DAVID-DAWN	14955 160TH AVE	\$18,300	\$100.00
P18BU0431	MADISON MARY KATHERINE	14923 SHARON AVE	\$8,350	\$100.00
P18BU0432	SCHOTTEY CARROLL A TRUST	15283 MERCURY DR 15285	\$11,200	\$100.00
P18BU0433	TOEPFER NICHOLAS	15263 160TH AVE	\$2,000	\$100.00
P18BU0434	COUVELAIRE KAREN J	14805 PARKWOOD DR	\$8,500	\$100.00
P18BU0437	BULLARD SUZANNE M	13458 REDBIRD LN	\$10,955	\$100.00

Building Permit Report - Monthly

			Estimated Cost	Permit Fee
P18BU0441	OLECH FRANCES M LIVING TRUST	15048 LAKE AVE	\$3,980	\$100.00
P18BU0442	HEYBOER MAYNARD JR TRUST	14306 LAKESHORE DR	\$3,892	\$100.00
P18BU0450	BROCHU GERALD J-GWEN	11303 OAK GROVE RD	\$22,550	\$100.00
P18BU0451	KREISER JEFFREY R-ANN M	15293 MEADOWWOOD DR	\$5,560	\$100.00
P18BU0452	LEPPIEN THOMAS J-SUSAN C	11861 JUNIPER HILLS CT	\$10,625	\$100.00
P18BU0454	LEET TRUST	15800 LAKE AVE	\$9,900	\$100.00
P18BU0456	TIFFIN ROBERT PROTECTION TRUST	15881 GROESBECK ST	\$8,325	\$100.00
P18BU0457	MURPHY JOSEPH P-LESLEY K	15380 LOST CHANNEL TR	\$6,500	\$100.00
P18BU0462	DOUTHITT/ALPHER FAMILY TRUST	13663 MEADOWBROOK LN	\$15,715	\$100.00
P18BU0463	DOOM MATTHEW	15899 MERCURY DR	\$8,770	\$100.00
P18BU0464	RAUCH DIANA B	15997 PIERCE ST	\$12,000	\$100.00
P18BU0469	DEESTEVA LOURDES	14679 INDIAN TRAILS DR	\$3,000	\$100.00
P18BU0471	DILLBECK JOHN D-BARBARA D	16924 BUCHANAN ST	\$9,980	\$100.00
P18BU0493	COLLINS WARREN P-KATHY J TRUST	11287 OAK GROVE RD	\$17,738	\$100.00

\$197,840 **\$2,000.00**
Total Permits For Type: **20**

RE-SIDING

P18BU0435	LINDEMULDER ALBERT L	15422 164TH AVE	\$2,000	\$100.00
P18BU0458	JASTRZEMBSKI ANTHONY V	18293 LOOP AVE	\$25,400	\$100.00

\$27,400 **\$200.00**
Total Permits For Type: **2**

RETAINING WALL

P18ZL0098	KNIGHT ANDREW R-KATHERYN L	15334 CHANNEL RD	\$3,000	\$0.00
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\$3,000 **\$0.00**
Total Permits For Type: **1**

SHED (<200 SQFT)

P18ZL0096	DUARTE RICHARD S SR-CATHERINE V	15234 EASY ST	\$3,577	\$25.00
P18ZL0099	ACKERSON VERNON PAUL-MARY JERSEY	14994 RIVERBLUFF PL	\$1,500	\$25.00
P18ZL0100	AALDERINK DANIEL-CORNETT KATELIN	9971 HIAWATHA DR	\$1,200	\$25.00
P18ZL0101	DEYOUNG&ULBERG DEVELOPMENT LLC	16731 FERRIS ST	\$2,400	\$25.00
P18ZL0105	WILLIAMSON KURT	12895 152ND AVE	\$2,000	\$25.00

\$10,677 **\$125.00**
Total Permits For Type: **5**

SINGLE FAMILY DWELLING

P18BU0438	SIGNATURE LAND DEVELOPMENT CORP	13043 WILDVIEW DR	\$248,791	\$1,575.65
P18BU0444	CARLSON THOMAS-DEBRA A	14658 BRUCKER WOODS CT	\$427,202	\$1,843.40
P18BU0446	WAGENMAKER ROBERT A-DEBORAH S	12745 152ND AVE	\$300,000	\$1,612.40
P18BU0449	SIGNATURE LAND DEVELOPMENT CORP	13053 WILDVIEW DR	\$293,374	\$1,811.90

Building Permit Report - Monthly

		Estimated Cost	Permit Fee
		\$1,269,367	\$6,843.35
		<i>Total Permits For Type:</i>	<i>4</i>
VEHICLE SALES			
P18VS0065	ROSE JOANNE L	14180 168TH AVE	\$0
P18VS0066	CATLIN JOEL-WRIGHT DARNELLA	11664 GARNSEY AVE	\$0
P18VS0067	REGELIN SCOTT	15775 LINCOLN ST	\$0
P18VS0068	SUCHECKI FAMILY TRUST	12523 LAKESHORE DR	\$0
P18VS0069	GALOMBECK CHAD W-JILL R	15131 MEADOWS DR PVT	\$0
P18VS0070	HUBBELL MICHAEL R-TERRI L	15103 GROESBECK ST	\$0
P18VS0071	KOSANIC STEVEN J-SHERRILL A	13046 BLACKHAWK AVE	\$0
		\$0	\$0.00
		<i>Total Permits For Type:</i>	<i>7</i>
Totals		\$2,005,537	\$28,506.90
		<i>Total Permits In Month:</i>	<i>185</i>

October Enforcement Letters By Category

All enforcement letters sent the previous month

Type of Enforcement Letter	Number Mailed
BASEMENT FINISH-CURRENT OWNER-1ST NOTICE	1
BOAT IN FRONT YARD - 1ST NOTICE	3
BOAT IN FRONT YARD - 2ND NOTICE	1
FENCE - 1ST NOTICE	2
LITTER - 1ST NOTICE	3
LITTER - 2ND NOTICE	2
PARKED ON GRASS - 1ST NOTICE	8
PARKED ON GRASS - 2ND NOTICE	1
PERMIT APPLICATIONS-PLEASE COMPLETE	1
SHED - 1ST NOTICE	3
SIGN IN ROW WARNING	1
VEHICLE FOR SALE - 1ST NOTICE	3
VEHICLE FOR SALE - 2ND NOTICE	1
WORK WITHOUT PERMITS - 2ND NOTICE	1

Total Letters Sent: 31

Letter.DateTimeCreated Between 10/01/2018 AND 1
Letter.LinkFromType = Enforcement

34 Door
Hangers

October Open Enforcements By Category Monthly Report

ACCESSORY BUILDING

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0300	14913 SHARON AVE	1ST NOTICE OF VIOLATION LETTER	10/16/18		
E18CE0301	15161 155TH AVE	NONCOMPLIANT/ILLEGAL STRUCT	10/16/18	10/16/18	
E18CE0309	15174 BRIARWOOD ST	CLOSED	10/18/18	10/30/18	

Total Entries: 3

BUILDING

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0291	15835 GROESBECK ST	1ST NOTICE OF VIOLATION LETTER	10/05/18		
E18CE0292	15549 ROYAL OAK DR	CLOSED	10/07/18	10/22/18	
E18CE0295	15881 GROESBECK ST	CLOSED	10/11/18	10/16/18	
E18CE0303	15116 BRIARWOOD ST	2ND NOTICE OF VIOLATION LETTER	10/18/18		
E18CE0310	17262 TIMBER DUNES DR	CLOSED	10/18/18	10/22/18	
E18CE0311	13098 SIKKEMA DR	CLOSED	10/18/18	10/22/18	
E18CE0312	13650 148TH AVE	PENDING	10/09/18		
E18CE0314	15369 CHERRY ST	CLOSED	10/23/18	10/30/18	
E18CE0316	15601 KITCHEL LN	INVESTIGATION ONLY	10/23/18		

Total Entries: 9

FENCE

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0322	14715 LAKESHORE DR	1ST NOTICE OF VIOLATION LETTER	10/31/18		
E18CE0325	15001 LAKESHORE DR	1ST NOTICE OF VIOLATION LETTER	10/31/18		

Total Entries: 2

JUNK & RUBBISH

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0286	15141 BRIARWOOD ST	CLOSED	10/02/18	10/30/18	
E18CE0302	16029 MERCURY DR	CLOSED	10/16/18	10/30/18	
E18CE0320	15161 161ST AVE	2ND NOTICE OF VIOLATION LETTER	10/24/18		

Total Entries: 3

October Open Enforcements By Category Monthly Report

LITTER

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0317	15877 LAKE MICHIGAN DR	IST NOTICE OF VIOLATION LETTER	10/23/18		

Total Entries: 1

PARKING ON THE GRASS

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0293	11216 156TH AVE	CLOSED	10/10/18	10/23/18	
E18CE0296	12084 160TH AVE	CLOSED	10/11/18	10/23/18	
E18CE0299	15085 155TH AVE	CLOSED	10/16/18	10/30/18	
E18CE0306	11226 EVERT CT	CLOSED	10/17/18	10/30/18	
E18CE0308	14377 VILLA AVE	CLOSED	10/18/18	10/30/18	
E18CE0315	15446 160TH AVE	IST NOTICE OF VIOLATION LETTER	10/23/18		
E18CE0319	13992 152ND AVE 13990	IST NOTICE OF VIOLATION LETTER	10/24/18		
E18CE0324	15111 152ND AVE	IST NOTICE OF VIOLATION LETTER	10/31/18		

Total Entries: 8

RECREATION VEHICLES

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0298	15105 DAVID ST	CLOSED	10/16/18	10/30/18	
E18CE0304	11292 EVERT CT	CLOSED	10/17/18	10/30/18	
E18CE0305	14500 160TH AVE	CLOSED	10/17/18	10/30/18	
E18CE0307	15736 KITCHEL LN	CITATION/CIVIL INFRACTION	10/17/18		
E18CE0313	15020 177TH AVE	CITATION/CIVIL INFRACTION	10/23/18		

Total Entries: 5

SIGNS

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0287		VERBAL WARNING	10/03/18		
E18CE0288		VERBAL WARNING	10/03/18		
E18CE0318	15133 172ND AVE	IST NOTICE OF VIOLATION LETTER	10/24/18		

Total Entries: 3

October Open Enforcements By Category Monthly Report

VEHICLE SALES

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0289	11261 168TH AVE	CLOSED	10/04/18	10/09/18	
E18CE0294	12444 LAKESHORE DR	CLOSED	10/10/18	10/23/18	
E18CE0297	12523 LAKESHORE DR	CLOSED	10/16/18	10/17/18	
E18CE0321	11586 LAKESHORE DR	2ND NOTICE OF VIOLATION LETTER	10/30/18		
E18CE0323	16342 LINCOLN ST	1ST NOTICE OF VIOLATION LETTER	10/31/18		

Total Entries: 5

Enforcement.DateFiled Between 10/1/2018 12:00:00 AM
AND 10/31/2018 11:59:59 PM

Total Records: 39

Total Pages: 3

Report Created: 11/01/18

October Closed Enforcements By Category Monthly Report

ACCESSORY BUILDING

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0301	15161 155TH AVE	NONCOMPLIANT/ILLEGAL STRUCT	10/16/18	10/16/18	
E18CE0309	15174 BRIARWOOD ST	CLOSED	10/18/18	10/30/18	

Total Entries: 2

BUILDING

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E05CE0727	14130 172ND AVE	EXPIRED - CLOSED BY STAFF	11/29/05	10/02/18	
E07CE0453	14989 LAKESHORE DR	EXPIRED - CLOSED BY STAFF	11/06/07	10/31/18	11/05/2007 SENT LETTERS & CIC'S
E18CE0279	15630 164TH AVE	RESOLVED	09/18/18	10/11/18	
E18CE0284	14679 INDIAN TRAILS DR	CLOSED	09/25/18	10/30/18	
E18CE0292	15549 ROYAL OAK DR	CLOSED	10/07/18	10/22/18	
E18CE0295	15881 GROESBECK ST	CLOSED	10/11/18	10/16/18	
E18CE0310	17262 TIMBER DUNES DR	CLOSED	10/18/18	10/22/18	
E18CE0311	13098 SIKKEMA DR	CLOSED	10/18/18	10/22/18	
E18CE0314	15369 CHERRY ST	CLOSED	10/23/18	10/30/18	

Total Entries: 9

DANGEROUS BUILDING

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0272	13650 148TH AVE	CLOSED	09/12/18	10/08/18	

Total Entries: 1

FENCE

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0247	16096 ROBBINS RD	CLOSED	08/16/18	10/02/18	
E18CE0267	14465 ANGELUS CIR	CLOSED	09/05/18	10/11/18	
E18CE0281	18235 SPINDLE RD	CLOSED	09/19/18	10/10/18	

Total Entries: 3

JUNK & RUBBISH

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action

October Closed Enforcements By Category Monthly Report

E12CE0065	13992 152ND AVE 13990	EXPIRED - CLOSED BY STAFF	02/06/12	10/24/18
E12CE0179	13992 152ND AVE 13990	EXPIRED - CLOSED BY STAFF	08/23/12	10/24/18
E18CE0286	15141 BRIARWOOD ST	CLOSED	10/02/18	10/30/18
E18CE0302	16029 MERCURY DR	CLOSED	10/16/18	10/30/18

LITTER

Total Entries: 4

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
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E18CE0280	16116 GARY AVE	CLOSED	09/19/18	10/09/18	
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Total Entries: 1

PARKING ON THE GRASS

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
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E18CE0285	15211 CHANNEL RD	CLOSED	09/26/18	10/09/18	
E18CE0293	11216 156TH AVE	CLOSED	10/10/18	10/23/18	
E18CE0296	12084 160TH AVE	CLOSED	10/11/18	10/23/18	
E18CE0299	15085 155TH AVE	CLOSED	10/16/18	10/30/18	
E18CE0306	11226 EVERT CT	CLOSED	10/17/18	10/30/18	
E18CE0308	14377 VILLA AVE	CLOSED	10/18/18	10/30/18	

Total Entries: 6

RECREATION VEHICLES

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
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E18CE0298	15105 DAVID ST	CLOSED	10/16/18	10/30/18	
E18CE0304	11292 EVERT CT	CLOSED	10/17/18	10/30/18	
E18CE0305	14500 160TH AVE	CLOSED	10/17/18	10/30/18	

Total Entries: 3

SIGNS

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
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E18CE0263		CLOSED	08/30/18	10/03/18	
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Total Entries: 1

VEHICLE SALES

October Closed Enforcements By Category Monthly Report

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0289	11261 168TH AVE	CLOSED	10/04/18	10/09/18	
E18CE0294	12444 LAKESHORE DR	CLOSED	10/10/18	10/23/18	
E18CE0297	12523 LAKESHORE DR	CLOSED	10/16/18	10/17/18	

Total Entries: 3

ZONING

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E07CE0249	14500 160TH AVE	EXPIRED - CLOSED BY STAFF	07/31/07	10/17/18	
E14CE0126	12661 HUNTERS WOODS DR	EXPIRED - CLOSED BY STAFF	07/16/14	10/04/18	

Total Entries: 2

Enforcement.DateClosed Between
AM AND 10/31/2018 11:59:59 PM

10/1/2018 12:00:00

Total Records: 35

Total Pages: 3

Report Created: 11/01/18

**PUBLIC SERVICES DEPARTMENT
END OF THE MONTH REPORT
2018**

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	190	5	0	3	132	2	0	0	35.51	1.33	0.00
FEBRUARY	266	5	3	4	168	1	1	0	46.31	1.47	0.00
MARCH	341	1	5	16	204	1	5	3766	35.45	1.92	0.00
APRIL	214	3	1	2	149	3	2	0	38.37	1.91	0.00
MAY	230	3	0	8	121	4	1	175	79.33	4.79	0.00
JUNE	178	2	4	6	78	3	6	0	128.12	5.88	0.00
JULY	188	2	5	7	107	4	5	1283	110.29	5.72	0.00
AUGUST	187	2	5	5	50	1	6	980	98.37	5.29	0.00
SEPTEMBER	141	3		12	24	1	0	0	80.95	3.50	0.00
OCTOBER	128	4	1	9	38	3	2	1067	46.22	1.42	0.00
NOVEMBER									0.00	0.00	0.00
DECEMBER									0.00	0.00	0.00
TOTAL YTD	2063	30	24	72	1071	23	28	7271	698.92	33.22	0.00
		54				51				33.22	
TOTALS						5348			732.15		

NOTES:

New 2" - 16923 Piperway - 5/2/18
 New 3" - 14851 Piper Lakes Trl - 5/17/18
 New 2" - 14836 Piper Lakes Trl - 5/17.17
 New 2" - 16940 Piper Lakes Cir - 6/5/18
 New 3" - 17283 Rosy Mound Lane
 New 2" & 1 1/2" - 17276 Robbins Road

WASTEWATER

MONTH	WORK ORDERS	NEW TAPS	MAIN INSTALLED IN FEET	MILLION GALLONS OF WASTE PUMPED
JANUARY	1	1	0	7.01
FEBRUARY	1	2	0	10.74
MARCH	3	4	0	8.28
APRIL	0	2	0	8.45
MAY	1	3	0	10.34
JUNE	3	2	0	7.82
JULY	3	4	0	14.73
AUGUST	4	1	715	10.63
SEPTEMBER	0	0	0	8.60
OCTOBER	3	5	0	10.06
NOVEMBER				0.00
DECEMBER				0.00
TOTAL YTD	19	24	715	96.65
TOTALS		857		

NOTES: