

# AGENDA

Grand Haven Charter Township Planning Commission  
Monday, June 15, 2020 – 7:00 p.m.  
**Remote Electronic Meeting**

According to the Attorney General, interrupting a public meeting in Michigan with hate speech or profanity could result in criminal charges under several State statutes relating to Fraudulent Access to a Computer or Network (MCL 752. 797) and/or Malicious Use of Electronics Communication (MCL 750.540). According to the US Attorney for Eastern Michigan, Federal charges may include disrupting a public meeting, computer intrusion, using a computer to commit a crime, hate crimes, fraud, or transmitting threatening communications. Public meetings are monitored, and violations of statutes will be prosecuted.

- I. Call to Order
- II. Roll Call
- III. Approval of the May 28, 2020 Planning Commission Meeting Minutes
- IV. Correspondence
- V. Brief Public Comments & Questions (Limited to 3 minutes)  
Please go to <http://www.gh.org/boards/meeting-packets> to view the complete packet for tonight's Planning Commission meeting. If you would like to comment on an Agenda Item Only, you may now submit your comments via Facebook Live stream found at <https://www.facebook.com/GHTownship>; email [sfedewa@gh.org](mailto:sfedewa@gh.org); or call (616) 260-4982 when prompted. Comments through the phone are limited to three (3) minutes.
- VI. Public Hearing
  - A. Special Land Use – Group Day Care Home (7-12 children) – LaMore
- VII. Old Business
  - A. Special Land Use – Group Day Care Home (7-12 children) – LaMore
- VIII. New Business
  - A. 2019 Planning Commission Report
- IX. Reports
  - A. Staff Report
  - B. Other
- X. Extended Public Comments & Questions (Limited to 4 minutes)  
If you would like to comment on a Non-Agenda Item, you may now submit your comments via Facebook Live stream found at <https://www.facebook.com/GHTownship>; email [sfedewa@gh.org](mailto:sfedewa@gh.org), or call (616) 260-4982 when prompted. Comments through the phone are limited to four (4) minutes.
- XI. Adjournment

MEETING MINUTES  
GRAND HAVEN CHARTER TOWNSHIP  
PLANNING COMMISSION  
MAY 28, 2020  
**Remote Electronic Meeting**

I. CALL TO ORDER

Cousins called the meeting of the Grand Haven Charter Township Planning Commission to order at 7:39 pm.

II. ROLL CALL

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

Members absent: None

Also present: Community Development Director Fedewa and Associate Planner Hoisington

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

III. APPROVAL OF MINUTES

**Without objection**, the minutes of the March 2, 2020 meeting were approved.

IV. REVIEW “Guidelines for Virtual Meetings”

V. CORRESPONDENCE – None

VI. PUBLIC COMMENTS – None

VII. NEW BUSINESS

A. Site Plan Review – Clovernook Multi-Family Building – Allen Edwin

Hoisington provided an overview through a memorandum dated May 22<sup>nd</sup>.

The developers and applicants, Chris Khoane and Dan Larabel of Allen Edwin were present and available to answer questions.

Larabel provided an overview of the development.

- Site will contain 4 attached dwelling units, each about 1,200 sqft with an attached two stall garage.
- Allen Edwin will retain ownership and use a property management company to maintain the property.

The application was discussed by the Commissioners and focused on:

- Noted missing dumpster screening enclosure detail.

- Noted concern with the location of the reserve septic system. If/when it must be used it would remove landscaping.
  - Applicant agreed to return to the Planning Commission for a revised landscape plan if necessary.
- Questioned if any zoning provision dictated the placement of the garage in the front of the dwelling.
  - No such requirement exists. The typical single family dwelling has a garage in front of the dwelling.
- Asked about zero-clearance building design for units.
  - Not designed for zero clearance, but minimal stairs.

**Motion** by LaMourie, supported by Chalifoux, to **conditionally approve** the Westview Capital Site Plan Review application for a multi-family dwelling development located at Parcel # 70-03-27-452-045 based on it meeting the requirements set forth by the Grand Haven Charter Township Zoning Ordinance. This motion is subject to, and incorporates, the following report and conditions:

1. Shall provide revised landscaping plan if the septic tank is removed.
2. Shall provide required dumpster screening details.

**Which motion carried unanimously**, as shown by the following roll call:

AYES: Cousins, Wilson, LaMourie, Taylor, Chalifoux,  
Wagenmaker, Kieft, Hesselsweet, and Reenders  
 NAYS: None  
 ABSENT: None

**REPORT – CLOVERNOOK MULTI-FAMILY – SITE PLAN REVIEW**

The application meets the site plan review standards of Section 18.07.G of the Zoning Ordinance. Specifically, the Planning Commission finds as follows:

- A. The uses proposed will not adversely affect the public health, safety, or welfare. Uses and structures located on the site take into account topography, size of the property, the uses on adjoining property and the relationship and size of buildings to the site.
- B. The site will be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this ordinance.
- C. Safe, convenient, uncontested, and well defined vehicular and pedestrian circulation is provided for ingress/egress points and within the site. Drives, streets and other circulation routes are designed to promote safe and efficient traffic operations within the site and at ingress/egress points.
- D. The arrangement of public or private vehicular and pedestrian connections to existing or planned streets in the area are planned to provide a safe and efficient circulation system for traffic within the township.

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

**B. Site Plan Review – Warehouse in Overlay Zone – Grand Haven Custom Molding**

Reenders recuses himself due to a financial conflict of interest on an adjacent property.

Fedewa provided an overview through a memorandum dated May 22<sup>nd</sup>.

The project engineer Steve Witte of Nederveld and general contractor Trevor Petroelje of CopperRock Construction were present and available to answer questions.

- ZBA variance request received conditional approval to allow loading docks in front yard and steeper slope in stormwater basin.
- Grand Haven Custom Molding needs a new warehouse for storage.
- Application submitted revised plans that addressed the Planning Commission suggestions from the March 2<sup>nd</sup> pre-application meeting.
- Increased the number of loading docks to account for a future addition.

- Paved area on site necessary for semi-truck access to loading docks. Gravel drive that surrounds the warehouse is only a fire lane.

The application was discussed by the Commissioners and focused on:

- Suggested modifications to reduce amount of paved area on site.
  - Possible reduction of paved area or additional landscaping.
- Applicant directed to add another landscape island on the northeast end to better establish the passenger vehicle parking lot. Minimum island size 9' x 18' and must align with the northwest island.
- Concerns about the expansive asphalt acting as storage space for semi-trucks.
  - Staff indicated the Zoning Board of Appeals identified the same concern. The applicant was notified that outdoor storage is a separate special land use application. Appears applicant intends to apply for outdoor storage in the future, but for the time being, confirmed there will be no outdoor storage.
- Questioned if number of loading docks was needed. Discussed the anticipated schedule of trucks using the docks.
- Reaffirmed conditions of approval from the Zoning Board of Appeals.
  - The property shall use 8' tall block walls to match building material on each end of the loading docks and use evergreens along the west lot line to provide additional screening for the loading docks.
  - A steeper slope of 1:4 (instead of 1:5) may be used in the stormwater basin.
  - Outdoor storage is prohibited until a special land use permit is approved.

**Motion** by Wilson, supported by Wagenmaker, to **conditionally approve** the Grand Haven Custom Molding Site Plan Review application for a warehouse located at 14016 172nd Avenue based on it meeting the requirements set forth by the Grand Haven Charter Township Zoning Ordinance. This motion is subject to, and incorporates, the following report. Approval is conditioned upon the following:

1. Must receive approval from the Ottawa County Road Commission and Ottawa County Water Resources Commission prior to a building permit being issued.
2. Shall provide updated site plan with 9' x 18' landscape island located to the north of the western parking lot.
3. Shall use 8' tall block walls to match building material on each end of the loading docks and use evergreens along the west lot line to provide additional screening for the loading docks.
4. Reaffirm the proposed slope of 1:4 is allowed for the stormwater basin.
5. Reaffirmed that outdoor storage is not allowed on the site until a special land use permit is approved.

**Which motion carried unanimously**, as shown by the following roll call:

AYES: Cousins, Wilson, LaMourie, Taylor, Chalifoux,  
Wagenmaker, Kieft, and Hesselsweet  
NAYES: None  
ABSENT: None

REPORT – GRAND HAVEN CUSTOM MOLDING – SITE PLAN REVIEW

The application meets the site plan review standards of Section 18.07.G of the Zoning Ordinance. Specifically, the Planning Commission finds as follows:

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

- N. The site plans conform to all applicable requirements of County, State, Federal, and Township statutes and ordinances.
- O. The general purposes and spirit of this Ordinance and the Master Plan of the Township are maintained.

C. Minor PUD Amendment – Change of Signage – Lakeshore Flats Apartments

Reenders rejoins the Planning Commission.

Fedewa provided an overview through a memorandum dated May 22<sup>nd</sup>.

Developer Terry Nash of Coach Road Capital was present and available to answer questions.

Terry Nash provided an overview of the request through a memorandum dated May 18<sup>th</sup>:

- Explained original sign design was a duplicate of a sign for a development in a different community and designed to reflect that community’s history. The development in the Township does not share that history and a different design was desired to reflect the type of community the developers wish to promote.
- New sign uses different materials but remains high quality.

The request was discussed by the Commissioners and focused on:

- Questioned why the proposed change is desired.
- New sign looks more similar to signs already in the area.
- Determined additional landscaping is needed along base of sign to be added as condition of approval.

**Motion** by Wagenmaker, supported by Wilson, to recommend the Township Board **conditionally approve** the proposed Minor PUD Amendment to change the entryway signage of the Lakeshore Flats Apartments development. Approval is conditioned upon the following:

- Provide a revised rendering with landscaping planted along the base of the sign.

**Which motion carried unanimously**, as shown by the following roll call:

|         |   |
|---------|---|
| AYES:   | Cousins, Wilson, LaMourie, Taylor, Chalifoux,<br>Wagenmaker, Kieft, Hesselsweet, and Reenders |
| NAYES:  | None  |
| ABSENT: | None  |

VIII. REPORTS

A. Staff Report

- Master Plan 5-Year Review & Update Future Land Use Map

- Board Resolution – Outdoor Dining – Admin Approval Only
- Westlake Environmental – Reduced Footprint
- Shoreline Center – Under Construction

B. Other

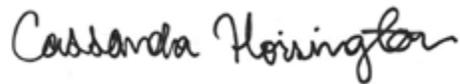
- The June 1<sup>st</sup> meeting will be cancelled due to a lack of agenda items.

IX. EXTENDED PUBLIC COMMENTS – None

X. ADJOURNMENT

**Without objection**, the meeting adjourned at 9:06 pm.

Respectfully submitted,



**Cassandra Hoisington**  
Acting Recording Secretary



GRAND HAVEN CHARTER TOWNSHIP

# Community Development Memo

DATE: June 11, 2020  
 TO: Planning Commission  
 FROM: Stacey Fedewa, AICP – Community Development Director  
 RE: Special Land Use – Group Day Care Home – LaMore

| PROPERTY DETAILS           |                                 |                         |                                      |
|----------------------------|---------------------------------|-------------------------|--------------------------------------|
| Property Address           | Parcel Number                   | Parcel Size             | Application Type                     |
| 12182 Lakeshore            | 70-07-16-300-006                | 0.5 acres               | Special Land Use                     |
| Existing Zoning            | Existing Land Use               | Existing Infrastructure | Existing Site Improvements           |
| R-1                        | Single Family + Family Day Care | Paved Roadway           | Single Family Dwelling<br>Small Shed |
| Master-Planned Zoning      | Surrounding Zoning & Land Uses  |                         |                                      |
|                            | Direction                       | Zoning                  | Land Use                             |
| Medium Density Residential | N                               | R-1                     | Single Family                        |
|                            | S                               | R-1                     | Single Family                        |
|                            | E                               | R-1                     | Single Family                        |
|                            | W                               | R-1                     | Single Family                        |

## PROPOSED SPECIAL LAND USE

The applicant, Kelly LaMore, currently operates a state-licensed family day care facility in her home. This classification allows 1 – 6 children under her care. LaMore is requesting to expand her business to a state-licensed group day care home, which would allow a total of 7 – 12 children.

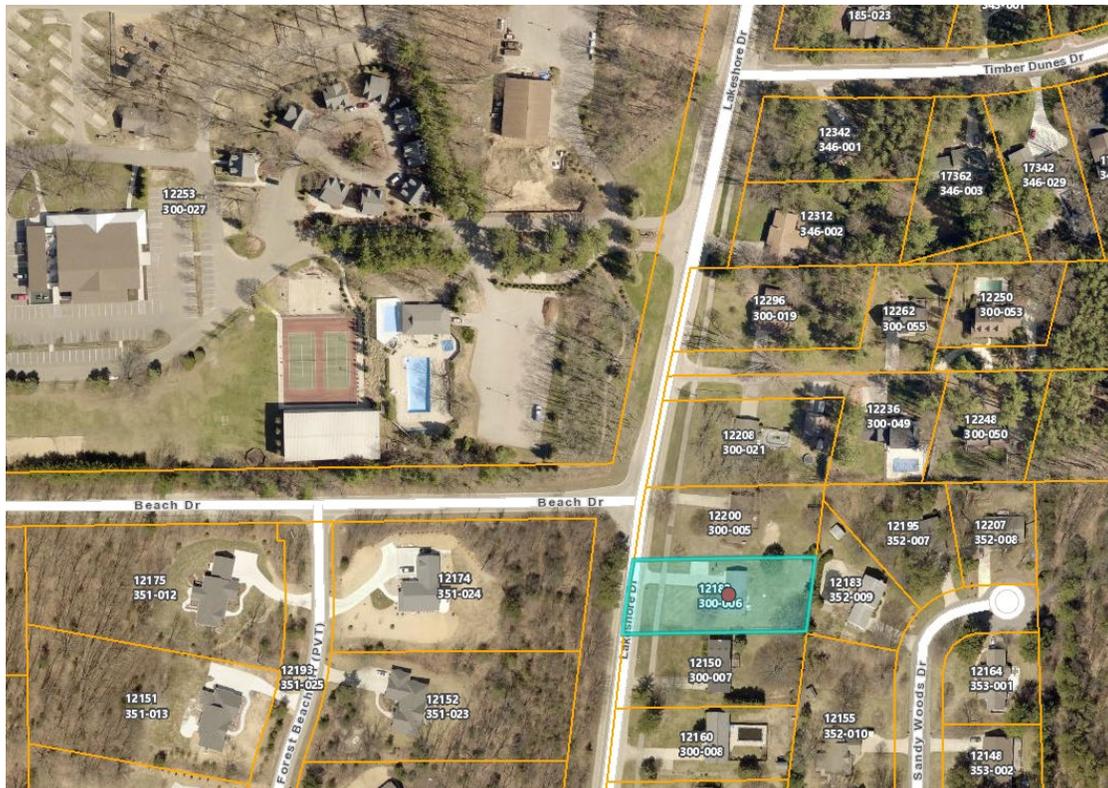
Part of the process the State of Michigan requires is the applicant receiving a special land use application from the local government prior to approving the elevated license to allow additional children.



## SPECIAL LAND USE REQUIREMENTS

The State of Michigan and Michigan Zoning Enabling Act (MZEA) are very clear that if certain provisions are met the local government is required to issue the permit. There are limited land uses the State of Michigan and MZEA have this type of control over, so it is important to be aware. Basic requirements include:

1. Home cannot be located closer than 1,500 feet from any of the following (*this is reviewed by the State prior to their issuance of a license*):
2. Must comply with other GHT ordinances, including signage.
3. Must provide adequate parking for the homeowner and employees.



## SAMPLE MOTIONS

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

**Motion to conditionally approve** the Special Land Use application to allow Group Day Care Home at 14736 Lakeshore Drive. This approval is based on the application meeting the standards set forth by the Grand Haven Charter Township Zoning Ordinance. This motion is subject to, and incorporates, the following condition and report.

1. Applicant shall provide a copy of the Group Day Care license to the Township.

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

**Motion** to direct staff to draft a formal motion and report, which will **deny** the Special Land Use application, 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 Planning Commission finds the application is in need of revisions before a determination can be made, the following motion can be offered:

**Motion** to **table** the Special Land Use application, and direct the applicant to make the following revisions:

1. *List the revisions.*

### REPORT OF FINDINGS (TO BE USED WITH A MOTION FOR APPROVAL)

1. This approval is based on the affirmative findings that each of the following standards of Section 19.05 have been fulfilled:
  - A. The proposed use is consistent with and promotes the intent and purpose of this Ordinance.
  - B. The proposed use is of such location, size, density, and character as to be compatible with adjacent uses of land and the orderly development of the district in which situated and of adjacent districts.
  - C. The proposed use does not have a substantially detrimental effect upon, nor substantially impair the value of, neighborhood property.
  - D. The proposed use is reasonably compatible with the natural environment of the subject premises and adjacent premises.
  - E. The proposed use does not unduly interfere with provision of adequate light or air, nor overcrowd land or cause a severe concentration of population.
  - F. The proposed use does not interfere or unduly burden water supply facilities, sewage collection and disposal systems, park and recreational facilities, and other public services.
  - G. The proposed use is such that traffic and assembly of people relating to the use will not be hazardous, or inconvenient to the neighborhood, nor unduly conflict with normal traffic of the neighborhood.
  - H. The proposed use is consistent with the health, safety, and welfare of the Township.
  - I. The proposed use is such that traffic to, from, and on the premises and the assembly of persons relation to such use will not be hazardous, or inconvenient to the neighborhood, nor unduly conflict with the normal traffic of the neighborhood, considering, among other things: safe and convenient routes for pedestrian traffic, particularly of children, the relationship of the proposed use to main thoroughfares and to streets and intersections, and the general character and intensity of the existing and potential development of the neighborhood.
2. The application meets the site plan review standards of Section 18.07.G of the Zoning Ordinance. Specifically, the Planning Commission finds as follows:
  - A. The uses proposed will not adversely affect the public health, safety, or welfare. Uses and structures located on the site take into account topography, size of the property, the uses on adjoining property and the relationship and size of buildings to the site. 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 Planning Commission has required that landscaping, buffers, and/or greenbelts be preserved and/or provided to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property.
- 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. Fences, walls, barriers, and/or 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 Township Subdivision Control Ordinance, the Ottawa County Road Commission and/or Michigan Department of Transportation specifications, as appropriate, unless developed as a private road in accordance with the requirements for private roads in the codified ordinances of the Township.
- I. Sidewalks or pathways shall be deemed to be required along all public and private roadways unless the applicant provides compelling evidence, in the opinion of the Planning Commission, that they are not necessary for pedestrian access or safety.
- J. Appropriate measures have been taken to ensure that removal of surface waters will not adversely affect neighboring properties or the public storm drainage system. Provisions have been made to accommodate storm water, prevent erosion and the formation of dust.
- K. Exterior lighting is arranged so that it is deflected away from adjacent properties and so it does not interfere with the vision of motorists along adjacent streets. Lighting is minimized to reduce light pollution and preserve the rural character of the Township.
- L. All loading and unloading areas and outside storage areas, including areas for the storage of trash, which face or are visible from residential districts or public streets, are screened.
- M. Entrances and exits are provided at appropriate locations so as to maximize the convenience and safety for persons entering or leaving the site.
- N. The site plans conform to all applicable requirements of County, State, Federal, and Township statutes and ordinances.
- O. As appropriate, fencing has been required by the Planning Commission around the boundaries of the development to minimize or prevent trespassing or other adverse effects on adjacent lands.
- P. The general purposes and spirit of this Ordinance and the Master Plan of the Township are maintained.



## GRAND HAVEN CHARTER TOWNSHIP

## SPECIAL LAND USE APPLICATION

| Application Type | Fee   | Escrow* | Utility Escrow** |         |
|------------------|-------|---------|------------------|---------|
| Overlay Zone     | \$500 | \$1,000 | Main Extension   | \$5,000 |
| Regular          | \$400 | \$1,000 | Lift Station     | \$2,000 |
| Amendment        | \$250 | \$500   |                  |         |

**Applicant Information**

Name Kelly LaMore  
 Phone 616-844-2242 Fax \_\_\_\_\_  
 Address 12182 Lakeshore Drive  
 Email Address girlscouts107@yahoo.com

**Owner Information (If different from applicant)**

Name \_\_\_\_\_  
 Phone \_\_\_\_\_ Fax \_\_\_\_\_  
 Address \_\_\_\_\_

**Property Information**

Address/Location 12182 Lakeshore Drive  
 Parcel Number 70-07-16-300-006 Size (acres) 100' x 250' parcel  
 Current Zoning residential Master-Planned Zoning \_\_\_\_\_

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

16 years as a licensed family child care home, caring for up to 6 children at a time.  
Would like to expand to a group child care home allowing care for up to 12 children at a time.  
All requirements by the state of Michigan have been met to move forward with this plan.

**NOTE:** The architect, engineer, planner, or designer shall be responsible for utilizing the Township Ordinance books and following all applicable requirements, including those of Chapters 19 and 23 of the Zoning Ordinance. Initially, submit five copies of the required information for staff review. Once staff has granted tentative approval, additional copies will be required as requested by staff.

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

Kelly LaMore  
 Signature of applicant

March 6, 2020  
 Date

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

\*\* If approval of this application requires/includes the extension of a municipal utility, an additional \$5,000 escrow fee shall be required, and an additional \$2,000 escrow fee shall be required for the installation of a lift station.



# Community Development Memo

DATE: June 11, 2020  
TO: Planning Commission  
FROM: Stacey Fedewa, AICP – Community Development Director  
RE: 2019 Planning Commission Report

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Pursuant to the Grand Haven Charter Township Planning Commission Bylaws, the following annual report is submitted to the Township Board.

## ATTENDANCE

There were 15 meetings of the Planning Commission during 2019. Below is the attendance record of each member:

| Member                 | Excused<br>Absence | Unexcused<br>Absence | Meetings<br>Attended |
|------------------------|--------------------|----------------------|----------------------|
| Cousins (Chair)        | 4                  | 0                    | 12                   |
| Wilson (Vice Chair)    | 2                  | 0                    | 14                   |
| Wagenmaker (Secretary) | 3                  | 0                    | 13                   |
| LaMourie               | 3                  | 0                    | 13                   |
| Kieft                  | 2                  | 0                    | 14                   |
| Taylor                 | 4                  | 0                    | 12                   |
| Reenders               | 1                  | 2                    | 13                   |
| Chalifoux              | 4                  | 0                    | 12                   |
| Hesselsweet            | 4                  | 0                    | 12                   |

## TRAINING

It is noted the Township Board strongly encourages members of the Planning Commission to avail themselves of training opportunities, which is a significant factor for reappointments. (*i.e., two training sessions during a three year period. Training completed as part of a Commissioner's professional career can be applied to this training requirement*).

| Member                 | 2019 Training Session(s)  | 2017 – 2019<br>Total Training |
|------------------------|---------------------------|-------------------------------|
| Cousins (Chair)        | Master Citizen Planner CM | 9                             |
| Wilson (Vice Chair)    | None                      | 3                             |
| Wagenmaker (Secretary) | None                      | 4                             |
| LaMourie               | None                      | 3                             |
| Kieft                  | MTA Annual Expo           | 9                             |
| Taylor                 | None                      | 5                             |
| Reenders               | None                      | 3                             |
| Chalifoux              | None                      | 4                             |
| Hesselsweet            | Annual P&Z (x2)           | 9 + # CE                      |

## COMMITTEES & JOINT SESSIONS

There were three joint meetings with the Township Board and Zoning Board of Appeals regarding the updated Zoning Ordinance.

## ACTIVITY

| Application Type | Project   | Status   |
|------------------|---|----------|
| Rezoning         | Conditional Rezoning - AG to RR – Lincoln Farms Drive | Complete |
| Site Plan Review | Expand Historic Cemetery                              | Complete |
|                  | The Shoreline Center                                  | Complete |
|                  | Shape Corp – Parking Lot                              | Complete |
|                  | Westlake Environmental                                | Complete |
| Special Land Use | AG in RR - Old Woods Trail                            | Complete |
|                  | Higher Education – Muskegon Community College         | Complete |
|                  | Outdoor Pond - Somers                                 | Complete |
|                  | Outdoor Pond - Chapel                                 | Complete |

|                               |   |   |
|-------------------------------|---|---|
|                               | Expand Non-Conforming Use – Reenders Store n<br><u>Lock Expansion</u> | Complete  |
|                               | Single Family Dwelling in AG - VanderSchoor                           | Complete  |
|                               | Outdoor Ponds – Grand Haven Golf Course                               | Complete  |
|                               | Outdoor Pond - Eveland  | Complete  |
|                               | Outdoor Pond - Cook   | Complete  |
| Subdivision Plat              | Stonewater Sub No. 2 – Tentative Preliminary Plat                     | Complete  |
| Zoning Text Amendment         | Setback Measurement   | Complete  |
| Pre-Application Presentations | The Shoreline Center  | Complete  |
|                               | Short Term Rentals  | Referred to Township Board for Further Discussion |
| Review Zoning Ordinance       | Proposed Township-Initiated Rezonings for Zoning Map                  | Complete  |
|                               | Self-Storage Unit Regulations   | Complete  |
|                               | Child Care Centers in R-1 District                                    | Complete  |
| Other                         | Review Draft of Zoning Ordinance                                      | Complete  |
|                               | New Zoning Ordinance and Zoning Map                                   | Complete  |

**BUDGET**

| Line Item Account | Budget Item                   | Original Budget | Total Expenditures | Percent Used |
|-------------------|-------------------------------|-----------------|--------------------|--------------|
| 702, 707, 715     | Wages, FICA, Committee Pay    | \$11,310        | \$8,225            | 73%          |
| 801               | Legal & Consulting            | \$21,000*       | \$13,400           | 64%          |
| 802               | Training, Dues, Subscriptions | \$1,500         | \$1,015            | 68%          |
| 861               | Travel & Mileage              | \$150           | \$125              | 83%          |
| 101-721           | <b>Total</b>                  | <b>\$33,960</b> | <b>\$22,765</b>    | <b>67%</b>   |

\* \$15,000 to complete the Zoning Ordinance Update

Please contact me with questions or concerns.