



**GRAND HAVEN CHARTER TOWNSHIP
BOARD AGENDA
Monday, May 9, 2022**

WORK SESSION – CANCELLED

REGULAR MEETING – 7:00 P.M.

Persons wishing to speak at public hearings, on agenda items, or extended comments, must fill out a "Speakers Form" located on the counter. Completed forms must be submitted to Township Staff prior to the meeting.

- I. CALL TO ORDER
- II. PLEDGE TO THE FLAG
- III. ROLL CALL
- IV. APPROVAL OF MEETING AGENDA
- V. CONSENT AGENDA
 1. Approve April 25, 2022, Regular Board Minutes
 2. Approve Payment of Invoices in the amount of \$480,453.73 (*A/P checks of \$354,626.43 and payroll of \$125,827.30*)
 3. Approve Purchase of Poly-Bilt Body for New Brush Truck (\$24,350.50)
 4. Approve Sale of 2012 Dodge Grand Caravan through Miedema Auctions
- VI. OLD BUSINESS
 1. Approve Resolution 22-05-01 - First Quarter Budget Amendments (*Carry Forward Projects from 2021*)
 2. Second Reading – STR Overlay Zone Inclusion – Polak
 3. Second Reading – STR Overlay Zone Exclusion – Terry Trails
- VII. NEW BUSINESS
 1. Approve Water SAD Agreement with Thirty-One Properties Inc.
- VIII. REPORTS & CORRESPONDENCE
 1. Committee Reports
 2. Manager's Report
 - i. April Building Report
 - ii. April Enforcement Report
 3. Other
- IX. PUBLIC COMMENTS – (*Non-Agenda Items*)
- X. ADJOURNMENT

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

**GRAND HAVEN CHARTER TOWNSHIP BOARD
MONDAY, APRIL 25, 2022**

REGULAR MEETING

I. CALL TO ORDER

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

II. PLEDGE TO THE FLAG

III. ROLL CALL

Board members present: Larsen, Redick Wagenmaker Kieft, Meeusen, Reenders, Behm

Board members absent:

Also present was Public Services Director Chappell and Senior Planner Thibault.

IV. APPROVAL OF MEETING AGENDA

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

V. APPROVAL OF CONSENT AGENDA

1. Approve April 11, 2022, Regular Board Minutes
2. Approve Payment of Invoices in the amount of \$926,068.19 (*A/P checks of \$817,534.41 and payroll of \$108,533.78*)
3. Approve Bid for Lakeshore Non-Motorized Pathway

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

VI. PUBLIC HEARING

Supervisor Reenders opened the public hearing regarding the STR-Inclusion for Polak property at 7:01 p.m.

1. Senior Planner Thibault provided an overview of the Staff memo dated April 21, 2022

There being no further comments, Supervisor Reenders Closed the public hearing at 7:02 p.m.

Supervisor Reenders opened the public hearing regarding the STR-Exclusion for Terry Trails at 7:02 p.m.

1. Senior Planner Thibault provided an overview of the Staff memo dated April 21, 2022

There being no further comments, Supervisor Reenders Closed the public hearing at 7:04 p.m.

VII. OLD BUSINESS

1. **Motion** by Trustee Redick and seconded by Trustee Wagenmaker to **approve** the Zoning Map Amendment Ordinance concerning the rezoning application for those properties located within the Sunset Hills/Sunset Terraces Association to be removed from the Short Term Rental Overlay Zone. This is the second reading. **Which motion carried.**

VIII. NEW BUSINESS

1. **Motion** by Trustee Kieft and seconded by Clerk Larsen to **present and postpone** the Zoning Map Amendment Ordinance for the rezoning application of 14651 Mercury Drive to be included in the Short Term Rental Overlay Zone. This is a first reading. **Which motion carried.**

2. **Motion** by Clerk Larsen and seconded by Trustee Meeusen to **present and postpone** the Zoning Map Amendment Ordinance for the rezoning application of 14341 Duneswood Drive (70-07-05-201-003); 14323 Duneswood Drive (70-07-05-201-009); 14291 Terry Trails (70-07-05-201-010); 14255 Terry Trails (70-07-05-201-015); 14367 Duneswood Drive (70-07-05-201-019); 14279 Terry Trails (70-07-05-201-020); and 14267 Terry Trails (70-07-05-201-021); within the Terry Trails Association to be removed from the Short Term Rental (STR) Overlay Zone. This is a first reading. **Which motion carried.**

IX. REPORTS AND CORESPONDENCE

1. Committee Reports
 - a. Trustee Redick noted the NORA millage will be on the November ballot. There will be a reduction in the rate from .25mills to .2 mills over a 6 year duration. An anticipated resolution will come before the board between now and August 16, 2022 which is the deadline.
2. Manager's Report
 1. none
3. Others
 - a. none


X. PUBLIC COMMENTS – (Non-Agenda Items)

1. Philip Kuyers (10090 120th Ave.) — candidate for Ottawa County Commissioner — addressed the Board regarding his background in the position
2. Henry Austhof (15562 Sweetbriar Dr.) concerned with the lack of communication over construction sequencing of Schmidt Heritage Park. Further alleged, utility excavation work was occurring on his private property.

XI. ADJOURNMENT

Motion by Clerk Larsen and seconded by Trustee Meeusen to adjourn the meeting at 7:17 p.m. **Which motion carried**

Respectfully Submitted,



Laurie Larsen

Grand Haven Charter Township Clerk

A handwritten signature in black ink, appearing to read 'Mark Reenders', written in a cursive style.

Mark Reenders

Grand Haven Charter Township Supervisor



Administrative Memo

DATE: May 4, 2022

TO: Township Board

FROM: Interim Chief Schrader

RE: Purchase of 1081 flatbed with water/foam tank and compartments

In 2021 the Fire/Rescue Department was approved to order a F350 chassis to replace the current 1996 Dodge 2500 pick-up that the department is using as a brush/wildfire truck. The new F350 chassis is ordered; but the department has not been given a delivery date from Ford.

To prepare for the delivery of the new vehicle, the department now is seeking approval to purchase a poly flat bed with an incorporated water/foam tank and cabinets. As you may recall, the FY2022 Budget included an expenditure of **\$40,000** to equip the new brush truck and prepare the vehicle for fire service.

There are very few manufacturers that make a poly-body integrated system that can be installed on the F350 chassis. Staff has received a quote of **\$24,350.50** from Poly-Bilt for the unit and have reached out to other manufacturers for quotes. Unfortunately, the other manufacturer determined they could not meet the department's specifications.

The department has purchased several items from Poly-Bilt in the past including the body of the 2009 tanker (1061), the water tank for the ATV (1082), and several tool boards for mounting hand tools.

Staff recommends the purchase of the Poly-Bilt flatbed unit for the following reasons:

- ✓ The Township has used Poly-Bilt products in the past and staff are impressed with their quality and customer service.
- ✓ Poly-Bilt can meet the department's specifications of a poly flat bed with an incorporated water/foam tank and cabinets.
- ✓ Poly-Bilt is considered a leading manufacturer in designing and building poly bodies for the fire service.

Once the order is placed, the unit has an estimated November 2022 build and delivery time. If the Board supports this budgeted purchase, the following motion can be offered:

Motion to approve the purchase of poly flat bed with an incorporated water/foam tank and cabinets from Poly-Bilt at a cost of \$24,350.50.

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

SUPERINTENDENT'S MEMO

DATE: May 3, 2022
TO: Township Board
FROM: Cargo
SUBJECT: Sale of Surplus Vehicle

As you are probably aware, the Board is required to authorize the sale or disposal of surplus equipment. Staff would like to sell the 2012 Dodge Grand Caravan through Miedema Auctions. It is likely that the price will be in the 5k to 6k range. *(As you may recall, the Township has sold about eight vehicles through Miedema Auctions over the past seven years.)*

If the Board agrees that the 2012 Dodge Grand Caravan can be sold, the following motion can be offered:

Motion to authorize staff to sell the 2012 Dodge Grand Caravan through Miedema Auctions.

Please contact Cargo if you have any questions or comments.





SUPERINTENDENT'S MEMO

DATE: May 3, 2022
TO: Township Board
FROM: Cargo and Sandoval
SUBJECT: Budget Amendments – First Quarter

Attached, please find the proposed budget amendments for the first quarter of FY2022. Many of these amendments are related to the “carry-forward” of projects from Fiscal Year 2021 into Fiscal Year 2022.

Further, because the FY2021 Financial Audit is complete, the Fund Balance or Cash reserves of the various funds reflect the figures from the audit. (*The audit will be presented to the full Board at the May 23rd work session.*)

- 1) The General Fund revenues are increased↑ by about **\$37k**, which reflect monies from lost PPT monies paid by the State of Michigan.

At the same time General Fund Expenditures are increased by about **\$24k**, which reflects a variety of small adjustments – the largest being a reallocation of Health Insurance costs to the Parks Account – about \$12k.

The undesignated fund balance of the General Fund will decrease↓ by about \$13k to an estimated **\$2.81 million** at the end of FY2022 after the budget amendments are adopted. This exceeds↑ the Board stated goal of a minimum of \$1.6 million for the General Fund undesignated fund balance.

- 2) The Roads Fund revenue are increased↑ by about **\$14k** due to lost PPT monies paid by the State of Michigan.

The expenditures are increased↑ by about **\$10k** related to payments to Harbor Transit.

The fund balance of the Roads Fund will be an estimated **\$113k** at the end of FY2022.

- 3) The Fire/Rescue Fund revenue are increased↑ by about **\$33k** – mostly due to lost PPT monies paid by the State of Michigan.

The expenditures are increased↑ by about **\$50k** mostly related to the cost of the carry-forward of F350 chassis for which the Township is awaiting delivery.

The fund balance of the Fire/Rescue Fund will be an estimated **\$805k** at the end of FY2022.

- 4) The Parks Debt Fund revenue are increased↑ by about **\$28k** – mostly due to higher than anticipated property taxes collected.

The fund balance of the Parks Debt Fund will be an estimated **\$52k** at the end of FY2022.

- 5) The Pathway Fund revenue are increased↑ by about **\$8k** – mostly due to lost PPT monies paid by the State of Michigan.

The expenditures are decreased↓ by about **\$8k** mostly related to Health Care costs being moved to the Parks Account based upon the level of activity.

The fund balance of the Pathway Fund will be an estimated **\$90k** at the end of FY2022.

- 6) The Sewer Fund revenue are increased↑ by **\$28k** – mostly due to higher than anticipated trunkage fees collected.

The Sewer Fund expenditures are increased↑ by about **\$57k** – mostly due to carry-forward of a portion of the cost of Hofma Park forcemain project and the Tahoe purchase.

The fund balance of the Sewer Fund will be an estimated **\$1.08 million** at the end of FY2022. This is a sufficient level of cash reserves for this enterprise fund.

- 7) The Water Fund expenditures are increased↑ by about **\$13k** mostly due to carry forward of the purchase of the Tahoe from FY2021.

The fund balance of the Water Fund will be an estimated **\$4.15 million** at the end of FY2022. This is a high↑ reserve for this enterprise fund and will be used for upcoming capital projects in FY2023.

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

Move to adopt Resolution 22-05-01 that adopts the First Quarter budget amendments for fiscal year 2022.

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

RESOLUTION NO. 22-05-01

WHEREAS, Grand Haven Charter Township has formally adopted the 2022 fiscal year budget;

WHEREAS, the Grand Haven Charter Township Board of Trustees have determined that the proposed attached amendments to this budget are necessary to comply with the requirements of the State of Michigan and to respond to events and changes that have occurred since the budget was originally adopted in 2021;

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

SECTION 1:

This resolution shall be known as the Grand Haven Charter Township First Quarter Budget Amendments.

SECTION 2:

The list of attached amendments to the 2022 fiscal year budget are found to be acceptable and are adopted by the Board.

SECTION 3:

The entirety of the \$750,000 Designated Fund Balance for the General Fund will be used for capital projects within the Parks Construction Fund as delineated in the FY2022 budget.

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

AYES:

NAYS:

ABSENT:

ABSENT AND NOT VOTING:

RESOLUTION DECLARED: ADOPTED.

The **motion** carried and the resolution was duly adopted on May 9, 2022.

Laurie Larsen, Township Clerk
Dated: May 9, 2022

GRAND HAVEN CHARTER TOWNSHIP
BUDGET AMENDMENTS & LINE ITEM TRANSFERS
GENERAL FUND
May 9, 2022

		From	To	+ or (-)
General Fund Revenues				
445.000	Property Taxes - Interest and Penalties	5,400	7,860	2,460
528.000	Federal Grants - Other (Add's ARPA funds)	0	3,710	3,710
573.000	Local Community Stabilization (Lost PPT Revenue)	0	23,370	23,370
657.000	Ordinance Violation Fines	750	3,000	2,250
676.000	Reimbursements (Insurance Refund)	5,000	8,000	3,000
684.000	Miscellaneous Income (Sale of scrap metal)	2,500	5,000	2,500
TOTAL GENERAL FUND REVENUE		4,631,460	4,668,750	37,290
Dept. Group 101 - Legislative				
801.000	Legal & Professional Fees (OPEB valuation)	40,000	44,000	4,000
803.000	Contracted Services (Shredding)	0	300	300
885.000	Community Promotion (GH City Housing Program)	21,600	13,500	(8,100)
	Total	187,860	184,060	(3,800)
Dept. Group 172 - Administrative				
971.000	Capital Outlay (New manager vehicle)	20,000	21,690	1,690
	Total	422,060	423,750	1,690
Dept. Group 257 - Assessor/Equalization				
741.000	Uniform Expense	300	600	300
965.000	Equipment Purchases (New office furniture)	4,170	5,520	1,350
791.000	Capital Outlay (New manager vehicle)	20,000	21,690	1,690
	Total	209,570	212,910	3,340
Dept. Group 265 - Building & Grounds				
719.000	Health Insurance	1,980	5,320	3,340
719.100	Dental Insurance	270	460	190
719.200	Disability Insurance	180	290	110
922.000	Gas	3,800	6,300	2,500
956.000	Miscellaneous Expense	250	500	250
	Total	171,810	178,200	6,390
Dept. Group 445 - Drains - Public Benefit				
939.000	Repairs & Maint - Drains at Large	74,000	77,630	3,630
	Total	78,000	81,630	3,630
Dept. Group 751 - Parks				
719.000	Health Insurance	7,800	19,800	12,000
719.100	Dental Insurance	1,010	1,760	750
956.000	Miscellaneous Expense	100	300	200

**GRAND HAVEN CHARTER TOWNSHIP
BUDGET AMENDMENTS & LINE ITEM TRANSFERS
GENERAL FUND
May 9, 2022**

	From	To	+ or (-)
Total	516,190	529,140	12,950
TOTAL GENERAL FUND EXPENDITURES	5,103,390	5,127,590	24,200
GENERAL FUND - FUND BALANCE:			
Projected Fund Balance (From 2021 Draft Financial Audit)			3,267,117
2022 Revenue			4,631,460
Total Revenue budget amendments			37,290
2022 Amended Revenue			4,668,750
2022 Expenditures			5,103,390
Total Expense budget amendments			24,200
2022 Amended Expenditures			5,127,590
Net Budget Amendments			13,090
Projected Total Fund Balance - 12/31/22			2,808,277

**GRAND HAVEN CHARTER TOWNSHIP
BUDGET AMENDMENTS & LINE ITEM TRANSFERS
ROAD FUND
May 9, 2022**

	From	To	+ or (-)
Road Fund Revenues			
573.000 Local Community Stabilization	0	13,900	13,900
TOTAL FUND REVENUE	1,295,620	1,309,520	13,900

Dept. Group 446 - Road Construction			
803.300 Contracted Services-Harbor Transit	497,180	506,780	9,600
TOTAL FUND EXPENDITURES	1,840,680	1,850,280	9,600

ROAD FUND - FUND BALANCE:

Projected Fund Balance (From 2021 Draft Financial Audit)	653,463
2022 Revenue	1,295,620
Total revenue budget amendments	13,900
2022 Amended Revenue	1,309,520
2022 Expenditures	1,840,680
Total expense budget amendments	9,600
2022 Amended Expenditures	1,850,280
Net Budget Amendments	4,300
Projected Total Fund Balance - 12/31/22	112,703

**GRAND HAVEN CHARTER TOWNSHIP
BUDGET AMENDMENTS & LINE ITEM TRANSFERS
FIRE/RESCUE FUND
May 9, 2022**

	From	To	+ or (-)
Fire Fund Revenues			
573.000 Local Community Stabilization	0	27,910	27,910
676.000 Reimbursements	1,000	6,500	5,500
TOTAL FIRE/RESCUE FUND REVENUE	1,560,690	1,594,100	33,410

Dept. Group 336 - Fire/Rescue Department			
801.000 Legal & Professional Fees	3,000	5,000	2,000
922.000 Gas	6,000	8,600	2,600
971.000 Capital Outlay (Brush Truck Carryover)	220,000	252,400	32,400
995.645 Operating Transfers Out - IT Fund	55,660	68,260	12,600
TOTAL FIRE DEPT. EXPENDITURES	1,557,390	1,606,990	49,600

FIRE DEPARTMENT FUND BALANCE:

Projected Fund Balance (From 2021 Draft Financial Audit)	818,711
2022 Revenue	1,560,690
Total revenue budget amendments	33,410
2022 Amended Revenue	1,594,100
2022 Expenditures	1,557,390
Total expense budget amendments	49,600
2022 Amended Expenditures	1,606,990
Net Budget Amendments	(16,190)
Projected Total Fund Balance - 12/31/22	805,821

**GRAND HAVEN CHARTER TOWNSHIP
BUDGET AMENDMENTS & LINE ITEM TRANSFERS
PARKS DEBT
May 9, 2022**

	From	To	+ or (-)
Parks Debt Revenues			
402.000 Property Taxes - Real	334,100	362,060	27,960
412.000 Property Taxes - Delinquent Personal	0	100	100
TOTAL FUND REVENUE	334,150	362,210	28,060

Dept. Group 000 - Parks Debt Department (No changes)			0
TOTAL EXPENDITURES	310,530	310,530	0

ARPA FUND BALANCE:

Projected Fund Balance (From 2021 Draft Financial Audit)		0
2022 Revenue		334,150
Total revenue budget amendments		28,060
2022 Amended Revenue		362,210
2022 Expenditures		310,530
Total expense budget amendments		0
2022 Amended Expenditures		310,530
Net Budget Amendments		28,060
Projected Total Fund Balance - 12/31/22		51,680

**GRAND HAVEN CHARTER TOWNSHIP
BUDGET AMENDMENTS & LINE ITEM TRANSFERS
PATHWAY FUND
May 9, 2022**

	From	To	+ or (-)
Pathway Revenues			
573.000 Local Community Stabilization	0	6,650	6,650
665.000 Interest Income	250	2,050	1,800
TOTAL FUND REVENUE	892,780	901,230	8,450
 Dept. Group 000 - Pathway Department			
719.000 Health Insurance	31,550	23,410	(8,140)
TOTAL EXPENDITURES	1,441,010	1,432,870	(8,140)

PATHWAY FUND BALANCE:

Projected Fund Balance (From 2021 Draft Financial Audit)		622,013
2022 Revenue		892,780
Total revenue budget amendments		8,450
2022 Amended Revenue		901,230
2022 Expenditures		1,441,010
Total expense budget amendments		(8,140)
2022 Amended Expenditures		1,432,870
Net Budget Amendments		16,590
Projected Total Fund Balance - 12/31/22		90,373

**GRAND HAVEN CHARTER TOWNSHIP
BUDGET AMENDMENTS & LINE ITEM TRANSFERS
SEWER FUND
May 9, 2022**

		From	To	+ or (-)
Sewer Fund Revenues				
634.100	Trunkage Fees	86,370	111,370	25,000
676.000	Reimbursements	2,000	5,000	3,000
TOTAL SEWER FUND REVENUE		911,320	939,320	28,000
Dept. Group 590.537 - Sewer Fund				
719.000	Health Insurance	3,950	13,400	9,450
719.100	Dental Insurance	630	1,630	1,000
719.200	Disability Insurance	400	880	480
719.300	Life Insurance	50	170	120
971.000	Capital Outlay (Hofma Park Forcemain and Tahoe)	350,840	383,380	32,540
971.250	Capital Outlay - Prof fees (Sewer install at SHP and Hofma Park Forcemain)	5,000	18,500	13,500
TOTAL SEWER FUND EXPENDITURES		1,125,700	1,182,790	57,090

SEWER FUND CASH RESERVES:

Projected Cash Reserves from Draft Financials- 12/31/21	1,326,090
2022 Revenue	911,320
Total Revenue budget amendments	28,000
2022 Amended Revenue	939,320
2022 Expenditures	1,125,700
Total Expense budget amendments	57,090
2022 Amended Expenditures	1,182,790
Net Budget Amendments	(29,090)
Projected Unassigned Cash Reserves - 12/31/22	1,082,620

**GRAND HAVEN CHARTER TOWNSHIP
BUDGET AMENDMENTS & LINE ITEM TRANSFERS
WATER FUND
May 9, 2022**

	From	To	+ or (-)
Water Fund Revenues (No changes)			0
TOTAL WATER FUND REVENUE	3,224,830	3,224,830	0
Dept. Group 591.536 - Water Department			
719.000 Health Insurance	58,090	41,440	(16,650)
719.100 Dental Insurance	5,410	3,470	(1,940)
719.200 Disability Insurance	2,970	2,380	(590)
719.300 Life Insurance	420	300	(120)
922.000 Gas	6,730	9,730	3,000
956.000 Miscellaneous Expense	100	300	200
971.000 Capital Outlay (Tahoe for Alando)	633,320	652,360	19,040
971.250 Capital Outlay - Prof Fees (Water install at SHP)	5,000	15,000	10,000
TOTAL WATER FUND EXPENDITURES	2,870,290	2,883,230	12,940

WATER FUND CASH RESERVES:

Projected Cash Reserves from Draft Financials- 12/31/21	3,806,512
2022 Revenue	3,224,830
Total Revenue budget amendments	0
2022 Amended Revenue	3,224,830
2022 Expenditures	2,870,290
Total Expense budget amendments	12,940
2022 Amended Expenditures	2,883,230
Net Budget Amendments	(12,940)
Projected Unassigned Cash Reserves - 12/31/22	4,148,112



Community Development Memo

DATE: May 5, 2022

TO: Township Board

FROM: Rory Thibault – Senior Planner
Cassandra Hoisington – Associate Planner

RE: Addition to the STR Overlay - Polak

BACKGROUND

The applicant, Tim Polak, is requesting to rezone 1.5-acres located at 14651 Mercury Dr. (Parcel No. 70-07-01-200-047), to be included in the Short Term Rental (STR) Overlay Zone.

This rezoning consideration follows the first of a three-prong approach, with respect to establishing a Rental Regulation Ordinance and corresponding map. The criteria for the original properties, and accompanying provisions for the inclusion of additional properties into the STR Overlay Zone, are according to these following points. These are effectively metrics for determining the compatibility of the STR with the surrounding area..

- ✓ STRs are not allowed in traditional neighborhoods nor subdivisions
- ✓ STRs are prohibited in areas that are not adjacent to Lake Michigan and whose members have testified against STRs
- ✓ Consideration for additional properties will be based on proving a lengthy rental history without corresponding complaints.

The rezoning application was tested against the “Three C’s” evaluation method, as revised for STR properties.

COMPATIBILITY

*Is the proposed rezoning **compatible** with the surrounding area?*

The adjacent zoning is:

Direction	Current Zoning	Existing Use
North	N/A	Grand River
East	R-1 / non STR	Residential – non-traditional
West	R-1 / non STR	Residential – non-traditional
South	C-1 / non STR	Mercury Store & Lock



The property is not located in, nor adjacent to, traditional land-locked nor platted neighborhoods or subdivisions. The adjacent properties are not located in the STR Overlay Zone.

CONSISTENCY

*Is the proposed rezoning **consistent** with the goals and objectives of the Rental Regulation Ordinance and does it coincide with the STR Overlay Map in terms of an appropriate use of the land? Is it **consistent** with the Master Plan?*

STATEMENT OF PURPOSE FOR STR Overlay Zone	SITE CONSISTENCY
Not in a traditional neighborhood or subdivision	Abuts non-platted residential and commercial areas
Adjacent to Lake Michigan	No, has frontage on the Grand River
No adjacent owner testimony against STRs	None recorded
Demonstrated history of renting without complaints	8 years of VRBO rentals

CAPABILITY

*Is the property able to function within the **capabilities** of the existing infrastructure? Does the proposed rezoning demonstrate a considerable history of renting in the past without complaint thereby showing the **capability** of continuing an ongoing commercial venture (as defined by the Michigan Supreme Court) without resident complaint?*

The owner has provided yearly invoices dated back to May 2014 without any pause in the operation of his house as a VRBO Rental. In that time there have not been any enforcements levied against the property. The property is managed by an external party, Chris Davis.

The Planning Commission recommended the Township Board conditionally approve the rezoning application for the subject property at the March 21, 2022 meeting, pending additional clarification from the Township attorney regarding the evaluation method for including properties into the STR Overlay Zone. Finding agreement and understanding of the process during the April 18, 2022 Planning Commission meeting, Commissioners directed staff to proceed with the rezoning process and bring the application to the Township Board for review.

The first reading by the Township Board occurred on April 25, 2022.

SAMPLE MOTIONS

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

Motion to deny the Zoning Map Amendment Ordinance for the rezoning application of 14651 Mercury Drive to be included in the Short Term Rental Overlay Zone because the application does not meet the standards of the Zoning Ordinance. **This is the second reading.**

Motion to approve the Zoning Map Amendment Ordinance for the rezoning application of 14651 Mercury Drive to be included in the Short Term Rental Overlay Zone. **This is the second reading.**

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



Community Development Memo

DATE: May 5, 2022

TO: Township Board

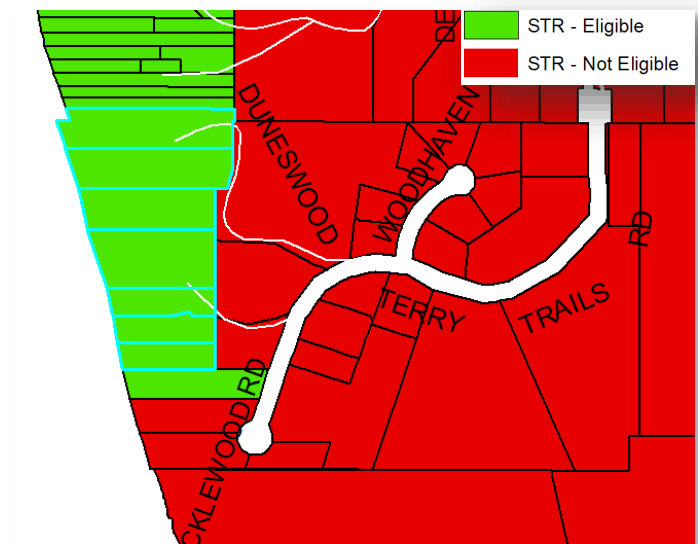
FROM: Rory Thibault – Senior Planner
Cassandra Hoisington – Associate Planner

RE: Removal from the STR Overlay – Terry Trails

BACKGROUND

The applicant, Mandy Johnson, President of the Terry Trails Association is requesting to exclude their properties from the Short Term Rental (STR) Zoning Overlay. The Association has adopted an amendment to their bylaws restricting rentals to have a minimum rental duration of 30 days. The Township is not required to change any land use designations based on an Association’s bylaws — but can elect to do so, if the Township agrees with their decision.

The request for removal from the STR Overlay Zone is compliant with the Short Term Rental Ordinance adopted by the Board in December.



This rezoning consideration follows the first of a three-prong approach, with respect to establishing a Rental Regulation Ordinance and corresponding map. The criteria for the inclusion of properties, and accompanying provisions for the inclusion of additional properties into the STR Overlay Zone, are the according to these following points.

- ✓ STRs are not allowed in traditional neighborhoods nor subdivisions
- ✓ STRs are prohibited in areas that are not adjacent to Lake Michigan and whose members have testified against STRs
- ✓ Consideration for additional properties will be based on proving a lengthy rental history without corresponding complaints.

Correspondence has been received by residents of the Association in favor of removing the properties from the STR Overlay zone. Staff are supportive of removing the subject properties located in the Terry Trails Association from the STR Overlay Zone in alignment with the newly adopted bylaws.

The Planning Commission recommended the Township Board approve the rezoning application for the subject properties at the April 18, 2022 meeting. The first reading by the Township Board occurred on April 25, 2022.

SAMPLE MOTIONS

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

Motion to approve the Zoning Map Amendment Ordinance for the rezoning application of 14341 Duneswood Drive (70-07-05-201-003); 14323 Duneswood Drive (70-07-05-201-009); 14291 Terry Trails (70-07-05-201-010); 14255 Terry Trails (70-07-05-201-015); 14367 Duneswood Drive (70-07-05-201-019); 14279 Terry Trails (70-07-05-201-020); and 14267 Terry Trails (70-07-05-201-021); located within the Terry Trails Association to be removed from the Short Term Rental (STR) Overlay Zone. **This is the second reading.**

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



Manager's Memo

DATE: May 5, 2022
TO: Township Board
FROM: Cargo
RE: Wallace Lane Water SAD Agreement – Water Main Extension

NOTE: Please recall that the Township Board approved a private road exception for Wallace Lane at the April 11th Board meeting contingent upon the approval, execution and recording of a Water Special Assessment District (SAD) agreement.

Attached, please find a proposed Water Special Assessment Contract for the Wallace Lane private road with Thirty-One Properties Inc.

The cost of the extending the NOWS public water system to serve this small residential development located near the intersection of US-31 and Buchanan Street has been estimated by the Township's engineering firm of Prein & Newhof to be **\$282,500**.

It is anticipated that the construction project can be completed in either 2023 or 2024 as part of the planned expansion of the Township's water distribution system along US-31 from Lincoln Street to an endpoint south of Buchanan Street.

If approved, the Township's attorney (*i.e.*, *Ron Bultje*) will meet with the appropriate members of the Thirty-One Properties corporation and execute and record the agreement.

If the Board continues to support this project, the following motion can be offered:

Motion to approve the Water Special Assessment Contract for the Wallace Lane private road with Thirty-One Properties Inc. with the Township Supervisor and Clerk signing the agreement on behalf of Grand Haven Charter Township.

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

THIRTY-ONE PROPERTIES WATER SPECIAL ASSESSMENT CONTRACT

THIS CONTRACT, dated for reference purposes as of _____, 2022, is entered into by and between the Charter Township of Grand Haven, a Michigan charter township, whose address is 13300 168th Avenue, Grand Haven, Michigan (the “Township”) and Thirty-One Properties Inc., a Michigan corporation, whose address is 11790 Garnsey Avenue, Grand Haven, Michigan 49417 (the “Property Owner”), and is made with reference to the following facts and circumstances.

A. The Property Owner intends to develop the property legally described on Exhibit A (the “Property”) in the Township on US-31 and Buchanan Street (the “Development”).

B. The Development will be constructed without public water; it will instead be served by a private water system.

C. The Township and the Property Owner want to make sure that the Development will be served by public water if that becomes a possibility.

NOW, THEREFORE, it is agreed by the parties as follows.

Section 1. Special Assessment. The Property Owner agrees to the imposition of a special assessment on the Property for the purpose of paying the cost of the installation of a public water system to serve the Development. Such special assessment may be imposed at any time or times at the direction of the Township, but only according to the laws of the State of Michigan (i.e. the increase in the value of the Property because of the public water system installation must at least equal the cost of the special assessment on the Property). The special assessment may be imposed to pay the Property’s pro-rata share of the costs and expenses related to the acquisition and construction of a public water system for the Development including, without limitation, engineering, construction costs, permit costs, right-of-way acquisition costs, legal and financing charges and all other costs and expenses associated with the acquisition, construction and completion of either or both systems.

Section 2. Establishment of the Special Assessment. The Property Owner agrees that the special assessment described in Section 1 above can be imposed by the Township pursuant to any statute or statutes of the State of Michigan, as the same may be amended from time to time, now or hereafter adopted, which authorize the Township to establish a special assessment district for water facilities. The Property Owner agrees that the Property can be included in that special assessment district and that such special assessment district may or may not include lots or lands located outside the Development.

Section 3. Cooperation. The Property Owner agrees to cooperate fully and completely with the Township with respect to the imposition of the special assessment described in Section 1. Without limiting the generality of the immediately preceding sentence, the Property Owner agrees to execute any petition circulated for the purpose of establishing a water special assessment district that includes the Property, and to refrain from signing any petition opposing or objecting to the creation or the establishment of a special assessment district intended to pay for the cost of providing public water to the Property. In addition, it is agreed that the execution of this Contract by the Property Owner shall act as a signature by the Property Owner and all future owners of the Property or any part of the Property in favor of a petition for the construction of a water system within the Development or, in the alternative, as waiving any objections to the establishment of a special assessment district for the construction of a water system in the Development.

Section 4. Extension to the Property. If instead of a special assessment district to extend the public water system to the Property, the public water system is extended to the Property by the Township or the Property Owner or another party, the Property Owner will promptly connect the Development to the public water system. In lieu of a special assessment, the Property Owner in that event shall instead pay all water connection costs established by the Township pursuant to an ordinance or resolution establishing water connection charges in lieu of a special assessment, as well as the Township's legal and engineering fees incurred for the extension of a water main to serve the Property. The Township has received a February 1, 2022 estimate from its engineers, Prein & Newhof, for the cost of extending the public water system to serve the Property. The estimate is \$282,500.00.

Section 5. Lien. This Contract shall constitute a lien on the Property in such amount as may be necessary to pay the cost of the installation of a public water system for the Development. The costs and expenses included within the scope of this lien shall include all costs and expenses relating to the acquisition, construction, and completion of the public water system including, without limitation, engineering, construction costs, permit costs, right-of-way acquisition costs, legal and financing charges, and all other costs and expenses associated with the acquisition, construction, and completion of a public water system.

Section 6. Binding Effect. It is the intent of the parties to make this Contract binding on the Property Owner and any successors and assigns, and all parties who may at any time own or acquire any interest in the Property or any part of the Property. All obligations provided in this Contract with respect to the Property Owner shall also apply to all parties who at any time purchase any portion of the Property within the Development.

Section 7. Recording. This Contract shall be recorded in the office of the Ottawa County Register of Deeds as notice to all parties purchasing the Property or any part of it of the provision and requirements of this Contract which apply to the imposition of special assessments to pay the cost of acquiring, constructing, and completing a public water system in the Development.

Section 8. Miscellaneous. The captions in this Contract are for convenience only and shall not be considered as part of this Contract or in any way amplifying its terms and provisions. The terms and provisions of this Contract are expressly declared to be severable. The invalidity of any term or provision of this Contract shall not affect any other term or provision of this

Contract. This Contract shall be construed, governed, and controlled by the laws of the State of Michigan. All Exhibits attached or incorporated by reference are fully stated herein. This Contract may only be amended by the written agreement of all parties to this Contract.

The parties have executed this Contract as of the dates noted below.

GRAND HAVEN CHARTER TOWNSHIP,
a Michigan charter township

THIRTY-ONE PROPERTIES INC.

By: _____
Mark Reenders, Supervisor

By: _____
Its: _____

By: _____
Laurie Larsen, Clerk

By: _____
Its: _____

Dated: _____, 2022

Dated: _____, 2022

STATE OF MICHIGAN)
) ss.
COUNTY OF OTTAWA)

On this ____ day of _____, 2022, before me personally appeared Mark Reenders and Laurie Larsen, who, being duly sworn, say that they are the Supervisor and Clerk of Grand Haven Charter Township and say that they have executed the Contract on behalf of Grand Haven Charter Township.

Notary Public
Ottawa County, Michigan
Acting in Ottawa County, Michigan
My Commission Expires: _____

EXHIBIT A

[Insert Legal Description of Property]

Description of parcel #70-07-22-200-019 (11806 US-31):

Part of the NE 1/4 of Section 22, T7N, R16W, Grand Haven Township, Ottawa County, Michigan, being described as: Commencing at the NE corner of said Section 22; thence N89°47'30"W 70.01 feet along the North line of said NE 1/4 to the PLACE OF BEGINNING of this description; thence S00°55'06"E 673.25 feet; thence N89°47'30"W 490.09 feet; thence S00°55'06"E 980.82 feet; thence S63°19'35"W 390.38 feet; thence Southeasterly 435.56 feet along a 11,084.16 foot radius curve to the left, the chord of which bears S27°47'58"E 435.54 feet; thence S28°55'30"E 514.44 feet along a line which is 300 feet Easterly of and parallel with the East right of way line of US-31 to the South line of said NE 1/4; thence N89°40'07"W 343.86 feet along said South line to the East right of way line of US-31; thence N28°55'30"W 346.43 feet along said East line; thence Northwesterly 873.62 feet along said East line on a 11,384.16 foot radius curve to the right, the chord of which bears N26°43'36"W 873.41 feet; thence N65°10'07"E 250.00 feet; thence N31°11'38"W 169.95 to the South line of the NE 1/4 of said NE 1/4; thence N89°43'48"W 106.66 feet along said South line to the West line of the NE 1/4 of said NE 1/4; thence N00°54'44"W 1331.41 feet along said West line to the North line of said NE 1/4; thence S89°47'30"E 1253.69 feet along said North line to the place of beginning. This parcel contains 44.67 acres. Subject to easements and restrictions of record.

Building Permit Report - Monthly

			Estimated Cost	Permit Fee
ACCESSORY BUILDING				
P22BU0169	BETHEL DANIEL E-SHELLEY R	15366 FERRIS ST	\$21,709	\$257.11
P22BU0187	FOLLAND ROBB W-ERIN G	15378 ARBORWOOD DR	\$16,000	\$218.00
			\$37,709	\$475.11
			<i>Total Permits For Type:</i>	2
ADDITIONS				
P22BU0153	LUTZ JOSEPH-LAURA S	10152 HIAWATHA DR	\$23,000	\$265.95
P22BU0179	HORODYSKI STEVEN-ANN	15503 PINE ST	\$82,000	\$670.10
P22BU0196	VALENTINE DALE R-BARBARA J	15432 CANARY DR	\$23,714	\$270.84
			\$128,714	\$1,206.89
			<i>Total Permits For Type:</i>	3
ALTERATIONS				
P22BU0045	CURTISS DONALD-JAALA L	12470 168TH AVE	\$3,500	\$75.00
P22BU0159	PUSHAW THOMAS C-EVE M	14745 AMMERAAL AVE	\$30,000	\$313.90
P22BU0177	LACLAIR DANIEL-PAUL-DARWIN ANNA	15521 HARRY ST	\$24,031	\$273.01
P22BU0182	PIERCE BEN J JR-ERIN	17426 REENDERS CT	\$75,000	\$697.15
P22BU0200	SKINNER JEFFERY T-LINDA M	15332 CANARY DR	\$60,000	\$519.40
			\$192,531	\$1,878.46
			<i>Total Permits For Type:</i>	5
BASEMENT FINISH				
P22BU0099	ORTMAN CHAD-RYAN	15261 PINE ST	\$40,000	\$382.40
P22BU0164	KENNY ALANNA K-VANDYKE ERIC C	15266 KEVIN ST	\$26,097	\$287.16
			\$66,097	\$669.56
			<i>Total Permits For Type:</i>	2
COMMERCIAL BUILDING				
P22BU0139	AMERICAN DUNES LLC	17000 LINCOLN ST	\$78,000	\$892.70
P22BU0161	14016 172ND AVENUE LLC	14016 172ND AVE	\$1,300,000	\$6,953.40
			\$1,378,000	\$7,846.10
			<i>Total Permits For Type:</i>	2
COMMERCIAL REMODEL				
P22BU0137	M & M U-STOR & LOCK INC	16844 ROBBINS RD	\$26,000	\$411.50
P22BU0154	DEAN RUBLEY PROPERTIES LLC	16845 ABILITY WAY	\$20,093	\$371.04
			\$46,093	\$782.54
			<i>Total Permits For Type:</i>	2
DECK				
P22BU0163	MIZE EDWARD-LEANN	16935 MAPLERIDGE DR	\$17,900	\$231.02
			\$17,900	\$231.02
			<i>Total Permits For Type:</i>	1
ELECTRICAL				

Building Permit Report - Monthly

			Estimated Cost	Permit Fee
P22EL0040	DEWALD RANDY TRUST	11386 156TH AVE	\$0	\$60.00
P22EL0073	REENDERS KELLEY A TRUST	16697 JOHNSON ST	\$0	\$66.00
P22EL0096	LAWRENCE PETER II-STEVENSON KIMBERLY	800 ROBBINS RD	\$0	\$280.00
P22EL0101	COK MARY D	12223 BLUEWATER RD	\$0	\$110.00
P22EL0102	HOWARD MARY CATHERINE-KEVIN	12809 WILDERNESS TR PVT	\$0	\$56.00
P22EL0103	SIGSBY GLENN C-SHARON M	14929 BRIARWOOD ST	\$0	\$56.00
P22EL0104	AMERICAN DUNES LLC	17000 LINCOLN ST	\$0	\$386.00
P22EL0105	GOREY LAWRENCE-ROCHELLE	17993 BRUCKER ST	\$0	\$104.00
P22EL0106	CORGAN JAMES R-ELIZABETH A	15031 COPPER CT	\$0	\$60.00
P22EL0107	KOSTER GRANT-ABBIE	12947 SWEETBRIAR DR	\$0	\$128.00
P22EL0108	LONG KENNETH E-HEATHER M	12981 WILDVIEW DR	\$0	\$104.00
P22EL0109	IRWIN KEITH-CHELSEA	17108 LINCOLN ST	\$0	\$56.00
P22EL0110	LUTZ JOSEPH-LAURA S	10152 HIAWATHA DR	\$0	\$64.00
P22EL0111	WIND RIDERS LLC	16881 HAYES ST	\$0	\$100.00
P22EL0112	REISNER DEAN F-EMILY M	16555 PIERCE ST	\$0	\$118.00
P22EL0113	SEILER WILLIAM P-MORGAN C	10342 MORNINGDEW CT	\$0	\$118.00
P22EL0114	MIZE EDWARD-LEANN	16935 MAPLERIDGE DR	\$0	\$116.00
P22EL0115	PETERSEN BRENT M-ALEXA K	12296 LAKESHORE DR	\$0	\$60.00
P22EL0116	SPINK SCOTT M-HOLLY	10747 158TH AVE	\$0	\$162.00
P22EL0117	SABENE RALPH-DEBORAH	17694 BRUCKER ST	\$0	\$84.00
P22EL0118	SMITH BENJAMIN J-BORGMAN MARIEL C	15271 WINANS ST	\$0	\$118.00
P22EL0119	MEIJER INC	15000 US-31 14900	\$0	\$100.00
P22EL0120	KENNY ALANNA K-VANDYKE ERIC C	15266 KEVIN ST	\$0	\$138.00
P22EL0121	STEPHENS MICHAEL B	15734 GRAND POINT DR	\$0	\$72.00
P22EL0122	TODTZ ANDREW C-DEVRIES MARCIANNE	17994 HOLCOMB HILLS RD	\$0	\$64.00
P22EL0123	GRAND HAVEN DEVELOPMENT GROUP LLC	4982 COPPER CT	\$0	\$302.00
P22EL0124	GREEN ACRES	15971 LAKE MICHIGAN DR	\$0	\$78.00
P22EL0125	ROGERS JASON A-JASMINE D	12120 LAKESHORE DR	\$0	\$56.00
P22EL0126	LACLAIR DANIEL-PAUL-DARWIN ANNA	15521 HARRY ST	\$0	\$133.00
P22EL0127	14016 172ND AVENUE LLC	14016 172ND AVE	\$0	\$80.00
P22EL0128	NOVAK JOSHUA J	11452 168TH AVE	\$0	\$60.00
P22EL0129	DEWITT AARON-RACHAEL	9801 HIAWATHA DR	\$0	\$115.00
P22EL0130	PIERCE BEN J JR-ERIN	17426 REENDERS CT	\$0	\$106.00
P22EL0131	ORTMAN CHAD-RYAN	15261 PINE ST	\$0	\$114.00
P22EL0132	HOLZINGER ROGER-PAT	15185 GROESBECK ST	\$0	\$60.00
P22EL0133	JOUBERT STEPHAN-LANA	15628 GRAND POINT DR	\$0	\$126.00
P22EL0134	POMARIUS CALVIN-CAROLYN	14618 INDIAN TRAILS DR	\$0	\$110.00
P22EL0135	RIVARD ROBERT M-KATHLEEN M	16241 GRAND POINT CT	\$0	\$60.00

Building Permit Report - Monthly

			Estimated Cost	Permit Fee
			\$0	\$4,180.00
			<i>Total Permits For Type:</i>	<i>38</i>
FENCE				
P22ZL0034	MCGRAW KATHLEEN ANN TRUST	15321 LAKE AVE	\$8,557	\$40.00
P22ZL0035	ALBRIGHT ZACHARY J-JENNIFER	14411 WINDWAY DRIVE	\$3,500	\$40.00
P22ZL0036	DOUGLAS STEVEN R-JESSICA	14987 ARBORWOOD DR	\$10,182	\$40.00
P22ZL0038	NEWHOUSE JUDITH	14615 177TH AVE	\$1,945	\$40.00
P22ZL0039	NAUTA CHAD-GINA	15380 MEADOWLARK DR	\$4,000	\$40.00
P22ZL0040	DEANES NICKOLAUS J-SMITH KARLY K	15460 CANARY DR	\$4,600	\$40.00
P22ZL0042	SCHROEDER ANDREW-CHRISTINE	15646 LAKE AVE	\$0	\$40.00
P22ZL0043	BLOME DOUGLAS-AMY	12717 RIVERTON RD	\$0	\$40.00
P22ZL0045	RICH KATHLEEN E-ALBERT J	17446 PINE BLUFF CT	\$3,500	\$40.00
P22ZL0046	DUPUIS RICK JAMES-JACKELYN R	17845 HILLANDALE LN	\$15,558	\$40.00
P22ZL0047	SAPAK BEN E	15291 LINCOLN ST	\$2,000	\$40.00
P22ZL0048	WEBSTER FAMILY TRUST	11737 GARNSEY AVE	\$5,900	\$40.00
P22ZL0052	HAGOOD BRIAN E-MELISSA	15922 CEDAR AVE	\$1,600	\$40.00
			\$61,342	\$520.00
			<i>Total Permits For Type:</i>	<i>13</i>
GROUND SIGN				
P22SG0004	14016 172ND AVENUE LLC	14016 172ND AVE	\$0	\$65.00
			\$0	\$65.00
			<i>Total Permits For Type:</i>	<i>1</i>
GROUP DAY CARE HOME				
P22SLU0001	HECKSEL JADE	17766 BRUCKER ST	\$0	\$1,400.00
			\$0	\$1,400.00
			<i>Total Permits For Type:</i>	<i>1</i>
MANUFACTURED HOME SET-UP				
P22BU0199	RIVER HAVEN OPERATING COMPANY LLC	13605 CLEARWATER LANE	\$0	\$300.00
			\$0	\$300.00
			<i>Total Permits For Type:</i>	<i>1</i>
MECHANICAL				
P22ME0116	CHERRY JAMES G-DIANE J	14843 BIRDSONG LN	\$0	\$110.00
P22ME0117	SIGNATURE LAND DEVELOPMENT CO	12965 PINE GLEN DRIVE	\$0	\$135.00
P22ME0118	SIGNATURE LAND DEVELOPMENT CO	14706 PINE DEW DRIVE	\$0	\$135.00
P22ME0119	STEPHENS MICHAEL B	15734 GRAND POINT DR	\$0	\$110.00
P22ME0120	DUBUC JOEL-JESSICA	15859 GROESBECK ST	\$0	\$100.00
P22ME0121	WESTVIEW CAPITAL LLC	15921 CEDAR AVE 15919	\$0	\$205.00
P22ME0122	LONG KENNETH E-HEATHER M	12981 WILDVIEW DR	\$0	\$105.00
P22ME0123	ELLINGBOE THOMAS C-CHRISTINE L	11803 168TH AVE	\$0	\$180.00

Building Permit Report - Monthly

			Estimated Cost	Permit Fee
P22ME0124	JANSSEN CHARLES A-LEA ANNE L	10511 LAKESHORE DR	\$0	\$80.00
P22ME0125	HOOFFMAN GARRETT-JUSTINE E	14591 WINDWAY DRIVE	\$0	\$135.00
P22ME0126	WITTLIEFF TRACY-BRENT	14497 WINDWAY DRIVE	\$0	\$135.00
P22ME0127	MIZE EDWARD-LEANN	16935 MAPLERIDGE DR	\$0	\$85.00
P22ME0128	BRYANT VICKI-HANSEN KYLE-BETH	15430 MERCURY DR	\$0	\$55.00
P22ME0129	HOWARD MARY CATHERINE-KEVIN	12809 WILDERNESS TR PVT	\$0	\$55.00
P22ME0130	SNIDER ERNST F-GWENN M	14970 ROBINWOOD CT	\$0	\$90.00
P22ME0131	HEIMANN MICHAEL W	13401 HIDDEN CREEK DR	\$0	\$110.00
P22ME0132	KENNY ALANNA K-VANDYKE ERIC C	15266 KEVIN ST	\$0	\$75.00
P22ME0133	RIVER HAVEN OPERATING COMPANY LLC	13605 CLEARWATER LANE	\$0	\$80.00
P22ME0134	ORTMAN CHAD-RYAN	15261 PINE ST	\$0	\$125.00
P22ME0135	BROWN JAMES DANIEL	14973 SHARON AVE	\$0	\$80.00
P22ME0136	HOOFFMAN GARRETT-JUSTINE E	14591 WINDWAY DRIVE	\$0	\$225.00
P22ME0137	YOAS CRAIGM-JULIE R	16620 PINE DUNES CT	\$0	\$55.00
P22ME0138	YEAGER BRENT C-AMY L	9728 160TH AVE	\$0	\$70.00
P22ME0139	LACLAIR DANIEL-PAUL-DARWIN ANNA	15521 HARRY ST	\$0	\$130.00
P22ME0140	MUDGET RUSSELL G-SANDRA L	11371 EVERT CT	\$0	\$85.00
P22ME0141	TYSMAN EDWARD -PAMELA K	13360 HIDDEN CREEK DR	\$0	\$110.00
P22ME0142	SYVERSON SUSAN M	15376 CHERRY ST	\$0	\$110.00
P22ME0143	ARMSTRONG TODD	14696 PARK AVE	\$0	\$80.00
P22ME0144	RANT RICHARD J-ERIN M	14810 WOODSIDE TR	\$0	\$110.00
P22ME0145	MITCHELL RYAN J-AMANDA L	17271 BUCHANAN ST	\$0	\$130.00
P22ME0146	DEWITT AARON-RACHAEL	9801 HIAWATHA DR	\$0	\$85.00
P22ME0147	WOLDRING JANELLE K-JASON J	16637 PIERCE ST	\$0	\$290.00
P22ME0148	HOEKEMA DAVID-SUSAN TRUST	10187 LAKESHORE DR	\$0	\$85.00
P22ME0149	14016 172ND AVENUE LLC	14016 172ND AVE	\$0	\$548.00
P22ME0150	POMARIUS CALVIN-CAROLYN	14618 INDIAN TRAILS DR	\$0	\$55.00
P22ME0151	MASTENBROOK HEATHER	15293 161ST AVE	\$0	\$80.00
P22ME0152	14016 172ND AVENUE LLC	14016 172ND AVE	\$0	\$370.00
P22ME0153	JACOBSON NELSON C-LANA	13467 WINDCREST LN	\$0	\$325.00
P22ME0154	TEG 43 NORTH LLC	14854 RIDGEMOOR ST 106	\$0	\$55.00
P22ME0155	POEL PHILIP	11237 OAK GROVE RD	\$0	\$55.00
P22ME0156	HYDE-KINERK HOLLIE E	13531 WINDCREST LN	\$0	\$115.00

\$0 **\$5,353.00**
Total Permits For Type: **41**

MISCELLANEOUS

P22MISC001	HARVEST BIBLE CHAPEL SPRING LAKE	12900 US-31	\$0	\$200.00
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\$0 **\$200.00**
Total Permits For Type: **1**

Building Permit Report - Monthly

			Estimated Cost	Permit Fee
PLUMBING				
P22PL0056	KOSTER GRANT-ABBIE	12947 SWEETBRIAR DR	\$0	\$125.00
P22PL0057	BUILD TRUST CONSTRUCTION SERVICES	16065 GARY AVE	\$0	\$55.00
P22PL0058	LONG KENNETH E-HEATHER M	12981 WILDVIEW DR	\$0	\$120.00
P22PL0059	ORTMAN CHAD-RYAN	15261 PINE ST	\$0	\$130.00
P22PL0060	GEERLINGS AUSTIN-SARA	12425 168TH AVE	\$0	\$125.00
P22PL0061	LINCOLN STREET HOLDINGS	12446 NEWBRIDGE DR PVT	\$0	\$262.00
P22PL0062	LINCOLN STREET HOLDINGS	12448 NEWBRIDGE DR PVT	\$0	\$262.00
P22PL0063	INTERRA HOMES, LLC	12556 MANCHESTER DR	\$0	\$255.00
P22PL0064	INTERRA HOMES LLC	12798 MANCHESTER DR	\$0	\$255.00
P22PL0065	EASTBROOK HOMES INC	14512 WINDWAY DRIVE	\$0	\$229.00
P22PL0066	RIVER HAVEN OPERATING COMPANY LLC	13605 CLEARWATER LANE	\$0	\$55.00
P22PL0067	KENNY ALANNA K-VANDYKE ERIC C	15266 KEVIN ST	\$0	\$206.00
P22PL0068	SPINK SCOTT M-HOLLY	10747 158TH AVE	\$0	\$130.00
P22PL0069	SIGNATURE LAND DEVELOPMENT CO	14538 WINDWAY DRIVE	\$0	\$229.00
P22PL0070	LACLAIR DANIEL-PAUL-DARWIN ANNA	15521 HARRY ST	\$0	\$120.00
P22PL0071	AMERICAN DUNES LLC	17000 LINCOLN ST	\$0	\$247.00

\$0 **\$2,805.00**
Total Permits For Type: **16**

POOL/SPA/HOT TUB				
P22BU0115	SIGSBY GLENN C-SHARON M	14929 BRIARWOOD ST	\$2,499	\$75.00
P22BU0129	IRWIN KEITH-CHELSEA	17108 LINCOLN ST	\$5,000	\$139.25
P22BU0170	HOLZINGER ROGER-PAT	15185 GROESBECK ST	\$658	\$75.00
P22BU0176	ROGERS JASON A-JASMINE D	12120 LAKESHORE DR	\$10,000	\$168.00

\$18,157 **\$457.25**
Total Permits For Type: **4**

REPLACEMENT WINDOWS/DOORS				
P22BU0126	NOONEY JEFFREY	15400 SUNDEW ST	\$5,197	\$105.00
P22BU0142	APPELT JOSEPH E JR	10823 LAKESHORE DR	\$22,368	\$261.62
P22BU0143	ANDERSON JON-THURM ANITA	12966 SIKKEMA DR	\$13,627	\$201.74
P22BU0144	DWYER TERRANCE JR-JESSICA	15858 GROESBECK ST	\$18,109	\$232.45
P22BU0145	CHRISTIANSEN PAUL-TAMMY	13491 FOREST PARK DR	\$26,656	\$290.99
P22BU0165	KITCHEN THOMAS II -MARY	14984 ROBINWOOD CT	\$2,866	\$75.00

\$88,823 **\$1,166.80**
Total Permits For Type: **6**

RE-ROOFING				
P22BU0136	VANDERWALL GERALD L-BEETS JESSICA	18174 FOREST DR	\$19,000	\$100.00
P22BU0138	BOUWKAMP MELVIN-DIANA	15730 GROESBECK ST	\$3,126	\$100.00
P22BU0140	SHEPHERD ADAM M	15735 ROBBINS RD	\$12,225	\$100.00

Building Permit Report - Monthly

			Estimated Cost	Permit Fee
P22BU0141	CHAMPAGNE LUCIEN J II-SHERRYLL	13602 STREAMSIDE CT	\$12,583	\$100.00
P22BU0146	FISHCHER GREGORY G	15129 FAIRMOUNT CT	\$15,175	\$100.00
P22BU0147	BAILEY HOWARD L-TAMARA R	15462 BUCHANAN ST	\$9,650	\$100.00
P22BU0150	DURAK GARY M	13536 HIDDEN CREEK CT	\$12,538	\$100.00
P22BU0151	CARROLL TRUST	14655 INDIAN TRAILS DR	\$10,433	\$100.00
P22BU0152	FRITZ BRIAN-BARBARA	15885 FOREST SIDE DR	\$21,382	\$100.00
P22BU0156	PETERSON CHARLES M JR TRUST	17257 BUCHANAN ST	\$11,391	\$100.00
P22BU0157	KNOCHENHAUER JAMES-MACHE	15339 LAKE AVE	\$9,403	\$100.00
P22BU0158	WEAVER GARY A-DONNA M	13820 WATERVIEW TR	\$13,320	\$100.00
P22BU0160	KADLEC LOUIS J	14941 PINE RIDGE RD	\$10,500	\$100.00
P22BU0162	TOOKER RAY TRUST	15492 160TH AVE	\$10,000	\$100.00
P22BU0167	DEWEY DARCY P	13255 FOX RIDGE CT	\$9,503	\$100.00
P22BU0168	HYBLE BROOKS-BRINKLOW KELSEE	15083 BRIARWOOD ST	\$8,703	\$100.00
P22BU0173	ROGERS MATTHEW-CHRISTINE	13367 REDBIRD LN	\$21,500	\$100.00
P22BU0174	BRACHER DAVID A-LOUANN	11920 MISTRAL LN PVT	\$21,598	\$100.00
P22BU0175	MOORE ALEX	15133 BRIARWOOD ST	\$7,993	\$100.00
P22BU0178	BOSMA TIMOTHY A-NANCY G	17940 HOLCOMB RD	\$6,576	\$100.00
P22BU0183	MCGEORGE STEVEN M-ANGIA M	15033 BRIARWOOD ST	\$8,703	\$100.00
P22BU0184	EDWARDS PAUL M-STEPHANIE	14928 WOODACRE CT	\$10,819	\$100.00
P22BU0185	LECLERC MARTHA	14751 INDIAN TRAILS DR	\$10,819	\$100.00
P22BU0186	KOLB DAVID J-MAXINE A	17045 TIMBER DUNE DR	\$17,703	\$100.00
P22BU0191	COUTRE STEVEN A-RITA B	15133 STEVES DR	\$14,681	\$100.00
P22BU0192	HIPSHIER CHAD E-CHRISTINA J	14906 BLUEBIRD LN	\$9,993	\$100.00
P22BU0193	BESSINGER THOMAS A-JEAN MARIE	16285 LAKE MICHIGAN DR	\$16,955	\$100.00
P22BU0194	POPMA RYAN-TARA	17197 MAJESTIC RIDGE CT	\$35,528	\$100.00
P22BU0195	MADL DEBORAH M TRUST	15372 COVE ST	\$11,000	\$100.00
P22BU0198	PHILLIPS DARA J-AARON L	12962 WOODRUSH CT	\$26,500	\$100.00

\$409,300 **\$3,000.00**
Total Permits For Type: **30**

RE-SIDING

P22BU0148	JOHNSON TERRY J TRUST	15502 MERCURY DR	\$46,925	\$200.00
P22BU0166	EVANS DANIEL-ALLISON	11770 GARNSEY AVE	\$30,498	\$100.00
P22BU0172	JASTRZEMBSKI ANTHONY V	18293 LOOP AVE	\$33,230	\$100.00

\$110,653 **\$400.00**
Total Permits For Type: **3**

SHED (<200 SQFT)

P22ZL0037	SUNDSTROM JOHN F-SALLY J	17933 COMSTOCK ST	\$4,759	\$40.00
P22ZL0041	SPOELMAN BRUCE M	11586 LAKESHORE DR	\$0	\$40.00
P22ZL0050	TRAP TRUST	13497 HIDDEN CREEK CT	\$5,000	\$40.00

Building Permit Report - Monthly

			Estimated Cost	Permit Fee
			\$9,759	\$120.00
			<i>Total Permits For Type:</i>	3
SINGLE FAMILY DWELLING				
P22BU0122	SIGNATURE LAND DEVELOPMENT CO	14449 WINDWAY DRIVE	\$556,786	\$3,146.10
P22BU0133	SIGNATURE LAND DEVELOPMENT CO	14462 WINDWAY DRIVE	\$495,902	\$2,871.89
P22BU0149	VRABLIC MICHAEL J-DIANE E	14612 PEPPERRIDGE AVE	\$424,902	\$2,499.14
P22BU0171	SIGNATURE LAND DEVELOPMENT CO	12940 PINE GLEN DR	\$427,474	\$2,512.64
P22BU0181	DIETZ MICHAEL-JENNELLE	14638 WINDWAY DRIVE	\$506,603	\$2,922.78
P22BU0189	SIGNATURE LAND DEVELOPMENT CO	14429 WINDWAY DRIVE	\$387,531	\$2,302.94
			\$2,799,198	\$16,255.49
			<i>Total Permits For Type:</i>	6
VEHICLE SALES				
P22VS0005	WOOD MATTHEW-CLARE	13933 168TH AVE	\$0	\$0.00
P22VS0006	TUUK LISA A-KEVIN J	13297 LAKESHORE DR	\$0	\$0.00
P22VS0007	BROOKY MARK-SHERRY	14905 CANARY DR	\$0	\$0.00
P22VS0008	REUTERDAHL KENNETH D JR	15301 MERCURY DR	\$0	\$0.00
P22VS0009	HOLDEN JEFFREY P-KAY L	12952 152ND AVE	\$0	\$0.00
			\$0	\$0.00
			<i>Total Permits For Type:</i>	5
WALL/CANOPY SIGN				
P22SG0005	14016 172ND AVENUE LLC	14016 172ND AVE	\$27,000	\$300.00
			\$27,000	\$300.00
			<i>Total Permits For Type:</i>	1
Totals			\$5,391,276	\$49,612.22
			<i>Total Permits In Month:</i>	187

April Enforcement Letters By Category

All enforcement letters sent the previous month

Type of Enforcement Letter	Number Mailed
DANGEROUS BUILDING LETTER	1
DECK WITHOUT PERMIT	1
FENCE - 1ST NOTICE	2
FENCE - 2ND NOTICE	1
LITTER - 1ST NOTICE	3
LITTER - 2ND NOTICE	2
PARKED ON GRASS - 1ST NOTICE	1
PARKED ON GRASS - 2ND NOTICE	1
SHED - 1ST NOTICE	4
SIGN IN ROW WARNING	1
TRASH CAN - 1ST NOTICE	11
TRASH CAN - 2ND NOTICE	1
WORK WITHOUT PERMITS - 1ST NOTICE	1

Total Letters Sent: 30

Letter.DateTimeCreated Between 04/01/2022 AND 0
Letter.LinkFromType = Enforcement

April Open Enforcements By Category

Monthly Report

ACCESSORY BUILDING

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E22CE0149	14975 SANDSTONE PL	CLOSED	04/14/22	04/26/22	
E22CE0156	14464 ANGELUS CIR	1ST NOTICE OF VIOLATION LETTER	04/21/22		
E22CE0157	13452 152ND AVE	1ST NOTICE OF VIOLATION LETTER	04/21/22		
E22CE0159	10376 MORNINGDEW CT	VERBAL WARNING	04/21/22		
Total Entries:					4

BUILDING

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E22CE0143	14901 MERCURY DR	COMPLAINT LOGGED	04/12/22		
E22CE0154	14665 160TH AVE	1ST NOTICE OF VIOLATION LETTER	04/21/22		
E22CE0158	13528 168TH AVE	1ST NOTICE OF VIOLATION LETTER	04/21/22		
Total Entries:					3

DANGEROUS BUILDING

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E22CE0144	13605 PEBBLEBROOK DR	CLOSED	04/13/22	04/14/22	
E22CE0162	14673 AMMERAAL AVE	1ST NOTICE OF VIOLATION LETTER	04/27/22		
Total Entries:					2

FENCE

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E22CE0145	15291 LINCOLN ST	RESOLVED	04/13/22		
Total Entries:					1

JUNK & RUBBISH

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E22CE0146	13124 SIKKEMA DR	1ST NOTICE OF VIOLATION LETTER	04/13/22		
E22CE0152	16184 MERCURY DR	CLOSED	04/20/22	04/26/22	
E22CE0164	15749 CHARLES CT	1ST NOTICE OF VIOLATION LETTER	04/28/22		
Total Entries:					3

PARKING ON THE GRASS

April Open Enforcements By Category Monthly Report

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E22CE0153	15283 MERCURY DR 15285	CLOSED	04/20/22	04/26/22	
E22CE0155	15157 MEADOWS DR	CLOSED	04/21/22	04/26/22	
E22CE0160	14475 ANGELUS CIR	CITATION/CIVIL INFRACTION	04/21/22		
E22CE0161	15401 CLOVERNOOK DR	CLOSED	04/26/22	04/28/22	

Total Entries: 4

RECREATION VEHICLES

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E22CE0147	15401 CLOVERNOOK DR	CLOSED	04/14/22	04/26/22	

Total Entries: 1

SIGNS

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E22CE0148	15877 LAKE AVE	CLOSED	04/14/22	04/19/22	
E22CE0151		VERBAL WARNING	04/20/22		

Total Entries: 2

TRASH RECEPTACLES

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E22CE0150	14067 152ND AVE 14069	1ST NOTICE OF VIOLATION LETTER	04/14/22		
E22CE0163	15776 CHARLES CT	1ST NOTICE OF VIOLATION LETTER	04/28/22		
E22CE0165	15728 CHARLES CT	1ST NOTICE OF VIOLATION LETTER	04/28/22		
E22CE0166	15713 CHARLES CT	1ST NOTICE OF VIOLATION LETTER	04/28/22		
E22CE0167	15701 CHARLES CT	1ST NOTICE OF VIOLATION LETTER	04/28/22		
E22CE0168	15704 CHARLES CT	1ST NOTICE OF VIOLATION LETTER	04/28/22		
E22CE0169	15677 CHARLES CT	1ST NOTICE OF VIOLATION LETTER	04/28/22		
E22CE0170	15692 CHARLES CT	1ST NOTICE OF VIOLATION LETTER	04/28/22		
E22CE0171	15668 CHARLES CT	1ST NOTICE OF VIOLATION LETTER	04/28/22		
E22CE0172	15665 CHARLES CT	1ST NOTICE OF VIOLATION LETTER	04/28/22		
E22CE0173	15653 CHARLES CT	1ST NOTICE OF VIOLATION LETTER	04/28/22		

Total Entries: 11

April Open Enforcements By Category Monthly Report

ZONING

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E22CE0142	15971 LAKE MICHIGAN DR	1ST NOTICE OF VIOLATION LETTER	04/07/22		

Total Entries: 1

Enforcement.DateFiled Between 4/1/2022 12:00:00 AM
AND 4/30/2022 11:59:59 PM

Total Records: 32

Total Pages: 3

Report Created: 04/28/22

April Closed Enforcements By Category Monthly Report

ACCESSORY BUILDING

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E19CE0107	15775 LINCOLN ST	CLOSED	04/25/19	04/13/22	
E22CE0044	11586 LAKESHORE DR	CLOSED	02/10/22	04/12/22	
E22CE0149	14975 SANDSTONE PL	CLOSED	04/14/22	04/26/22	

Total Entries: 3

BUILDING

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E04CE0726	14975 SANDSTONE PL	EXPIRED - CLOSED BY STAFF	11/29/04	04/14/22	
E21CE0089	15065 COPPERWOOD DR	CLOSED	05/13/21	04/26/22	
E22CE0136	17426 REENDERS CT	CLOSED	03/30/22	04/14/22	
E22CE0138	15188 LAKESHORE DR	CLOSED	03/31/22	04/27/22	
E22CE0139	17108 LINCOLN ST	CLOSED	03/31/22	04/19/22	
E22CE0140	15502 MERCURY DR	CLOSED	03/31/22	04/14/22	

Total Entries: 6

DANGEROUS BUILDING

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E22CE0144	13605 PEBBLEBROOK DR	CLOSED	04/13/22	04/14/22	

Total Entries: 1

FENCE

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E21CE0312	12717 RIVERTON RD	CLOSED	12/21/21	04/20/22	
E22CE0135	15646 LAKE AVE	CLOSED	03/30/22	04/19/22	

Total Entries: 2

JUNK & RUBBISH

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E22CE0114	15118 154TH AVE	CLOSED	03/10/22	04/14/22	
E22CE0115	15171 DAVID ST	CLOSED	03/10/22	04/13/22	
E22CE0125	14932 GROESBECK ST	CLOSED	03/23/22	04/19/22	

April Closed Enforcements By Category Monthly Report

E22CE0141	15064 DEREMO AVE	CLOSED	03/31/22	Closed	04/13/22
E22CE0152	16184 MERCURY DR	CLOSED	04/20/22	Closed	04/26/22

Total Entries: 5

LITTER

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E22CE0127	15151 155TH AVE	CLOSED	03/24/22	Closed	04/13/22

Total Entries: 1

PARKING ON THE GRASS

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E22CE0153	15283 MERCURY DR 15285	CLOSED	04/20/22	Closed	04/26/22
E22CE0155	15157 MEADOWS DR	CLOSED	04/21/22	Closed	04/26/22
E22CE0161	15401 CLOVERNOOK DR	CLOSED	04/26/22	Closed	04/28/22

Total Entries: 3

POOL & HOT TUB/SPA

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E22CE0124	15185 GROESBECK ST	CLOSED	03/23/22	Closed	04/20/22

Total Entries: 1

RECREATION VEHICLES

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E22CE0117	15178 LAKESHORE DR	CLOSED	03/17/22	Closed	04/19/22
E22CE0147	15401 CLOVERNOOK DR	CLOSED	04/14/22	Closed	04/26/22

Total Entries: 2

SIGNS

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E22CE0122		VERBAL WARNING	03/23/22	Closed	04/26/22
E22CE0148	15877 LAKE AVE	CLOSED	04/14/22	Closed	04/19/22

Total Entries: 2

TRASH RECEPTACLES

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
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April Closed Enforcements By Category Monthly Report

E22CE0073	13439 GREENBRIAR DR	CLOSED	03/08/22	04/19/22
E22CE0083	14987 ARBORWOOD DR	CLOSED	03/08/22	04/14/22
E22CE0088	15126 ARBORWOOD DR	CLOSED	03/08/22	04/19/22
E22CE0130	13600 E PARK CT	CLOSED	03/29/22	04/13/22
E22CE0131	15131 ARBORWOOD DR	CLOSED	03/29/22	04/19/22
E22CE0132	13602 STREAMSIDE CT	CLOSED	03/29/22	04/14/22
E22CE0133	14973 ARBORWOOD DR	CLOSED	03/29/22	04/13/22
E22CE0134	15075 BRIARWOOD ST	CLOSED	03/29/22	04/19/22

Total Entries: 8

ZONING

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E09CE0230	15776 CHARLES CT	EXPIRED - CLOSED BY STAFF	06/20/09	04/28/22	

Total Entries: 1

Total Records: 35

Enforcement.DateClosed Between 4/1/2022 12:00:00 AM
AND 4/30/2022 11:59:59 PM

Total Pages: 3

Report Created: 04/28/22