



**GRAND HAVEN CHARTER TOWNSHIP  
BOARD AGENDA  
Monday, April 25, 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 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
- VI. PUBLIC HEARING
- VII. OLD BUSINESS
  1. Second Reading – STR-Exclusion – Sunset Hills
- VIII. NEW BUSINESS
  1. First Reading – STR-Inclusion – Polak
  2. First Reading – STR-Exclusion – Terry Trails
- IX. REPORTS & CORRESPONDENCE
  1. Committee Reports
  2. Manager’s Report
  3. Other
- X. PUBLIC COMMENTS – (*Non-Agenda Items*)
- XI. 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 11, 2022**

**WORK SESSION 6:00 p.m.**

1. Lieutenant Schweitzer presented the Fire Station Feasibility and Facility Study. The options for addressing the conditions of the existing station range from about \$8.2 million to \$10.8 million.
  
2. Public Services Director Alando Chappell presented the 2022 Water Reliability Study. The two major projects include (1) connecting a second connection to the Township's east transmission line at Grant and Ferry – at a cost of about 5.85 million, and (2) looping the Grand Rapids connection points at Hiawatha/144<sup>th</sup> Avenue and US-31/M-45 – at a cost of about \$3 million.

**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 Manager Cargo, Public Services Director Chappell, Acting Fire/Rescue Chief Schrader, Lieutenant Schweitzer, and Senior Planner Thibault.

**IV. APPROVAL OF MEETING AGENDA**

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

**V. APPROVAL OF CONSENT AGENDA**

1. Approve March 14, 2022, Regular Board Minutes
2. Approve Payment of Invoices in the amount of \$513,208.18 (*A/P checks of \$272,295.20 and payroll of \$240,912.98*)
3. Approve Bid Specifications of the Lakeshore Pathway Renovation Projects – Ferris Street to Buchanan Street

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

**VI. PRESENTATIONS**

1. Manager Cargo presented a video on the history of the property where the Schmidt Heritage Park is being constructed.

2. Acting Fire/Rescue Chief Shrader presented a recognition of Fire Fighters
  - i. Nathan Heuer – Completed the Field Training Orientation (FTO) for a new hire and starting his full-time fire career with the Township.
  - ii. Angela Headley - Completed the FTO for a new hire and completing the EMT License
  - iii. Kurt Dilley - Completed the FTO for a new hire
3. Acting Fire/Rescue Chief Shrader presented a recognition of retired Fire/Rescue Chief Brian Sipe for his service to the Township.
4. NOCHS representative Joy Gaasch (*i.e.*, *Board Director*) provided a brief update on NOCHS and the proposal to join the Mercy Health and the Trinity Health System. Treasurer Kieft asked if other health systems were considered and was told that because of ongoing cooperative arrangements with Mercy Health that other health systems were not considered.

## VII. PUBLIC HEARING

**Motion** by Clerk Larsen and seconded by Trustee Wagenmaker to open the public hearing regarding the removal of Sunset Hills from the Short-Term Rental Overlay Zone at 7:27 p.m.

1. Senior Planner Thibault gave a brief overview of the zoning request.
2. Laird Schaefer (*12543 Wilderness Trail*) opined that if the Township changed its zoning area for STRs based upon Association opposition that the Township would be strengthening association rules. He is opposed.

There being no further comments, Supervisor Reenders closed the public hearing at 7:35 p.m.

## VIII. OLD BUSINESS

1. **Motion** by Trustee Redick and seconded by Treasurer Kieft to allow Trustee Wagenmaker to abstain due to a conflict of interest regarding the potential sale of land to the Township for the proposed fire/rescue station. **Which motion carried**, as indicated by the following roll call vote:

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

Nays:

Absent:

Trustee Wagenmaker left the Board table.

2. **Motion** by Trustee Redick and seconded by Trustee Behm to approve the Fire Station Feasibility and Facility Study and to authorize staff to seek a purchase agreement to allow the Township to pursue Option “B” alternative “b” as delineated in the April 5, 2022, cover memo. **Which motion carried.**

Trustee Wagenmaker returned to the Board table.

3. **Motion** by Treasurer Kieft and seconded by Clerk Larsen to adopt the 2022 Water System Reliability Study for the NOWS treatment facility and the Township’s water distribution system and to instruct staff to include the proposed projects on the

Township's five-year Capital Improvement Plan. **Which motion carried.**

4. **Motion** by Trustee Wagenmaker and seconded by Trustee Behm to adopt Resolution 22-04-01, which authorizes the installation of a streetlight at the intersection of 144<sup>th</sup> Avenue and Windway Drive at an estimated cost of \$2,304. **Which motion carried,** as indicated by the following roll call vote:  
Ayes: Meeusen, Wagenmaker, Kieft, Redick, Reenders, Behm, Larsen  
Nays:  
Absent:
5. Discussion was held regarding opening the Buchanan Street road end. The Board instructed staff to open the road end for usage – starting on May 15<sup>th</sup> – during weekdays but keep the road end closed on weekends and holidays because the road end cannot yet accommodate the influx of users (*i.e., up to 90*) on those days. Further staff were instructed to extend the storm drain by lowering the drain to “beach” level.
6. Discussion was held on the proposed Selection Committee for the new Fire/Rescue Chief. Without objection, the Board approved Supervisor Reenders appointment of Trustee Behm to the Committee.

#### IX. NEW BUSINESS

1. **Motion** by Clerk Larsen and seconded by Trustee Redick to present and postpone the Zoning Map Amendment Ordinance for the rezoning application for Sunset Hills/Sunset Terraces Association to be removed from the Short-Term Rental Overlay Zone. Further action will be postponed until the next regularly scheduled Board meeting when the zoning map amendment ordinance will be considered for adoption. This is a first reading. **Which motion carried.**
2. **Motion** by Trustee Redick and seconded by Trustee Behm to approve an exception to the Private Road Ordinance allowing residential building permits for the seven lots depicted as the Wallace Lane residential development.

This exception is conditioned upon the following:

- i. The private road meeting the requirements under the Private Road Ordinance with the exception that municipal water will not have to be installed at the time of construction.
- ii. The approval, execution and recording of a Water Special Assessment District (SAD) agreement wherein municipal water would be installed by the developer and/or landowners within the Wallace Lane development within sixteen months after municipal water is installed along US-31 and along the north side of the Wallace Lane development within the Buchanan Street right of way.
- iii. The developer will extend municipal water from the intersection of Wallace Lane and Buchanan Street to the water main installed along US-31, creating a “loop” rather than a “dead end” at the Wallace Lane cul-de-sac. (*A preliminary estimate of the cost of water main extension that would be covered by the SAD agreement was \$282,500 in February of 2022.*)

This exception is granted pursuant to the following findings:

- i. That the strict application of the literal terms of the Private Road ordinance would impose an undue and substantial hardship on the owners of Wallace Lane residential development.
- ii. That the aforementioned improvements to the Wallace Lane residential development system will ensure adequate access for emergency vehicles and the eventual availability of municipal water installed at the cost of the developer and/or landowners.
- iii. That granting the exception would not alter the essential character of the surrounding neighborhood.
- iv. That the residential units to be constructed can meet the requirements of all other applicable state and township regulations.

**Which motion carried.**

X. REPORTS AND CORESPONDENCE

1. Committee Reports
  - a. The NORA Board will be meeting next Thursday.
2. Manager's Report
  1. March Building Report
  2. March Enforcement Report
  3. March Public Services Report
  4. February Legal Review
  5. Manager Cargo noted that he would be absent from the April 25<sup>th</sup> Board meeting and that it corresponds with the MTA Conference – which a number of the new staff will be attending.
3. Others
  - a. The Schmidt Heritage Park groundbreaking will occur on Tuesday at 11:00 a.m.
  - b. Board members wanting to attend the Chamber Dinner on May 5<sup>th</sup> should RSVP by April 25<sup>th</sup>. Contact either Cargo or DeVerney.

XI. PUBLIC COMMENTS – (*Non-Agenda Items*)

None

XII. ADJOURNMENT

**Motion** by Clerk Larsen and seconded by Trustee Behm to adjourn the meeting at 7:57 p.m. **Which motion carried**

Respectfully Submitted,



Laurie Larsen

Grand Haven Charter Township Clerk



Mark Reenders

Grand Haven Charter Township Supervisor



# Manager's Memo

DATE: April 22, 2022  
TO: Township Board  
FROM: Acting Manager - Chappell  
RE: Lakeshore Non-Motorized Pathway - Bids

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As you may recall, the FY2022 Budget appropriates about \$720k to repair, replace and resurface a portion of the Lakeshore Drive pathway between Ferris Street and Buchanan Street – about 1.65 miles of pathway.

Bids were received on April 21, 2022 for the 2022 Non Motorized Path Repairs project for Lakeshore Drive from Ferris Street to Buchanan Street and a repair on 168th south of Comstock Street. The low bid received for the project was from Al's Excavating, Inc. from Hamilton in the amount of \$588,180 - or about \$11,820.00 under budget.

The Township had five bidders for Lakeshore Drive Pathway as shown below:

- Al's Excavating, Inc. at \$588,180.00
- Ryerson Brothers at \$595,120.00
- Brenner Excavating at \$615,173.00
- Tiles Excavating at \$699,975.00
- Curt De Jones at \$780,465.00

Our recommendation is to award the project to Al's Excavating, Inc. for their bid amount of \$588,180.00. (Please see the attached letter.)

To approve the low bid and proceed with project, the following motion can be offered:

**Move to approve the low bid of \$588,180.00 from Al's Excavating, Inc. for the project of Lakeshore Drive Pathway for the resurfacing of the pathway along Lakeshore Drive between Ferris Street and Buchanan Street and a repair on 168th south of Comstock Street.**

If you have any questions or comments, please contact Chappell.

April 22, 2022  
2211157

Mr. Alando Chappell  
Grand Haven Charter Township  
13300 168<sup>th</sup> Avenue  
Grand Haven, MI 49417

RE: 2022 Non-Motorized Path Repairs

Dear Alando:

Bids were received on April 21, 2022 for the 2022 Non Motorized Path Repairs project for Lakeshore Drive from Ferris Street to Buchanan Street and a repair on 168<sup>th</sup> south of Comstock Street. Five bids were received as shown on the attached bid tabulation. The low bid received for the project was from Al's Excavating, Inc. from Hamilton in the amount of \$588,180. The construction budget for the project was \$600,000.00.


Al's Excavating has worked with Grand Haven Charter Township on the 2018 non-motorized path projects on Lincoln Street and 144<sup>th</sup> Avenue. They have also recently completed an MDOT non-motorized path project on M-104 in Spring Lake Township. We reviewed the project with Ted Carpenter of Al's Excavating and he has indicated that he plans to perform the work on 168<sup>th</sup> Avenue in May, while completing the Lakeshore Drive portion of the project after the 4th of July. The project schedule has not been finalized yet by Al's Excavating.

Our recommendation is to award the project to Al's Excavating, Inc. for their bid amount of \$588,180.00.

Please give me a call with any questions.

Sincerely,

**Prein&Newhof**



Kevin S. Kieft, P.E.

KSK/ksk

Enclosure(s): Bid Tabulation

cc: Bill Cargo, Grand Haven Charter Township  
Ted Carpenter, Al's Excavating

## Bid Tabulation Summary

Bid Date:  
21-Apr-22

Bid Time (Local):  
10:00am

Owner:  
Grand Haven Charter Township

Project Title:  
Lakeshore Drive Non-Motorized Pathway Reconstruction-Buchanan St to Ferris St

Project #:  
2211157

Number	Contractor Name	Bid Amount
1st	Al's Excavating 4515 134th Ave, Hamilton, MI 49419	\$588,180.00
2nd	Ryerson Brothers Excavating 2979 Industrial Pkwy, Muskegon, MI 49445	\$595,120.00
3rd	Brenner Excavating 3321 28th St, Hopkins, MI 49328	\$615,173.00
4th	Tiles Excavating 16958 144th Ave, Nunica, MI 49448	\$699,975.00
5th	Curt De Jonge Excavating 4767 44th St, Holland, MI 49423	\$780,465.00 *

\* Denotes correction made by Engineer

**Bid Tabulation**

Owner: Grand Haven Charter Township				1st		2nd		3rd		4th		5th			
Project Title: Lakeshore Drive Non-Motorized Pathway Reconstruction-Buchanan St to Ferris St				Al's Excavating 4515 134th Ave Hamilton, MI 49419		Ryerson Brothers Excavating 2979 Industrial Pkwy Muskegon, MI 49445		Brenner Excavating 3321 28th St Hopkins, MI 49328		Tiles Excavating 16958 144th Ave Nunica, MI 49448		Curt De Jong Excavating 4767 44th St Holland, MI 49423			
Bid Date & Time: April 21, 2022 to 10:00am			Project #: 2211157	Unit Price		Total Amount		Unit Price		Total Amount		Unit Price		Total Amount	
Item No.	Description	Quantity	Unit	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount		
1	Mobilization, Max 10% of Total	1.0	Lsum	\$45,000.00	\$45,000.00	\$36,000.00	\$36,000.00	\$50,000.00	\$50,000.00	\$60,000.00	\$60,000.00	\$2,000.00	\$2,000.00		
2	Traffic Control, Including NMP Detour	1.0	Lsum	\$20,000.00	\$20,000.00	\$9,750.00	\$9,750.00	\$20,000.00	\$20,000.00	\$12,675.00	\$12,675.00	\$13,000.00	\$13,000.00		
3	Erosion Control, Inlet Protection	3.0	Ea	\$100.00	\$300.00	\$100.00	\$300.00	\$210.00	\$630.00	\$300.00	\$900.00	\$300.00	\$900.00		
4	Remove Tree, 6 inch to 18 inch	10.0	Ea	\$750.00	\$7,500.00	\$650.00	\$6,500.00	\$605.00	\$6,050.00	\$650.00	\$6,500.00	\$1,000.00	\$10,000.00		
5	Remove Tree, 19 inch to 36 inch	8.0	Ea	\$2,000.00	\$16,000.00	\$1,050.00	\$8,400.00	\$1,650.00	\$13,200.00	\$1,920.00	\$15,360.00	\$2,000.00	\$16,000.00		
7	Remove HMA Surface	7,650.0	Syd	\$2.50	\$19,125.00	\$4.00	\$30,600.00	\$2.20	\$16,830.00	\$10.00	\$76,500.00	\$16.00	\$122,400.00		
8	Remove Retaining Wall	1,750.0	Sft	\$2.00	\$3,500.00	\$6.00	\$10,500.00	\$8.00	\$14,000.00	\$7.00	\$12,250.00	\$10.00	\$17,500.00		
9	Concrete Remove	880.0	Syd	\$25.00	\$22,000.00	\$7.00	\$6,160.00	\$40.00	\$35,200.00	\$30.00	\$26,400.00	\$20.00	\$17,600.00		
10	Split Rail Fence Remove and Replace	200.0	Ft	\$60.00	\$12,000.00	\$25.00	\$5,000.00	\$65.00	\$13,000.00	\$20.00	\$4,000.00	\$20.00	\$4,000.00		
11	Concrete Driveway	880.0	Syd	\$60.00	\$52,800.00	\$42.00	\$36,960.00	\$65.00	\$57,200.00	\$90.00	\$79,200.00	\$90.00	\$79,200.00		
12	Pathway, Remove and Replace	180.0	Syd	\$12.00	\$2,160.00	\$45.00	\$8,100.00	\$40.00	\$7,200.00	\$76.00	\$13,680.00	\$50.00	\$9,000.00		
13	Aggregate Base, Conditioning	9,000.0	Syd	\$3.50	\$31,500.00	\$8.00	\$72,000.00	\$0.80	\$7,200.00	\$6.50	\$58,500.00	\$20.00	\$180,000.00		
14	Aggregate Base	500.0	Ton	\$40.00	\$20,000.00	\$35.00	\$17,500.00	\$36.00	\$18,000.00	\$24.00	\$12,000.00	\$50.00	\$25,000.00 *		
15	Valve Box, Adjust	1.0	Ea	\$325.00	\$325.00	\$300.00	\$300.00	\$830.00	\$830.00	\$450.00	\$450.00	\$500.00	\$500.00		
16	Shared Path, HMA 13A	680.0	Ton	\$130.00	\$88,400.00	\$126.00	\$85,680.00	\$140.00	\$95,200.00	\$136.00	\$92,480.00	\$100.00	\$68,000.00		
17	Shared Path, HMA 36A	680.0	Ton	\$138.00	\$93,840.00	\$126.00	\$85,680.00	\$146.00	\$99,280.00	\$146.00	\$99,280.00	\$100.00	\$68,000.00		
18	Modular Block Retaining Wall, Small Block	1,800.0	Sft	\$55.00	\$99,000.00	\$68.00	\$122,400.00	\$70.00	\$126,000.00	\$44.00	\$79,200.00	\$50.00	\$90,000.00		
19	Turf Restoration	8,100.0	Ft	\$5.00	\$40,500.00	\$5.50	\$44,550.00	\$3.30	\$26,730.00	\$3.25	\$26,325.00	\$4.00	\$32,400.00		
20	168th Avenue Remove HMA Surface	165.0	Syd	\$3.00	\$495.00	\$8.00	\$1,320.00	\$2.20	\$363.00	\$30.00	\$4,950.00	\$16.00	\$2,640.00		
21	168th Avenue Aggregate Base, Conditioning	195.0	Syd	\$3.00	\$585.00	\$7.00	\$1,365.00	\$2.00	\$390.00	\$25.00	\$4,875.00	\$40.00	\$7,800.00		
22	168th Avenue Aggregate Base	35.0	Ton	\$45.00	\$1,575.00	\$35.00	\$1,225.00	\$36.00	\$1,260.00	\$30.00	\$1,050.00	\$65.00	\$2,275.00		
23	168th Avenue Shared Path, HMA	165.0	Syd	\$55.00	\$9,075.00	\$22.00	\$3,630.00	\$34.00	\$5,610.00	\$60.00	\$9,900.00	\$50.00	\$8,250.00		
24	168th Avenue Restoration	1.0	Lsum	\$2,500.00	\$2,500.00	\$1,200.00	\$1,200.00	\$1,000.00	\$1,000.00	\$3,500.00	\$3,500.00	\$4,000.00	\$4,000.00		
<b>Total Bid</b>				\$588,180.00		\$595,120.00		\$615,173.00		\$699,975.00		\$780,465.00 *			

\* Denotes correction made by Engineer



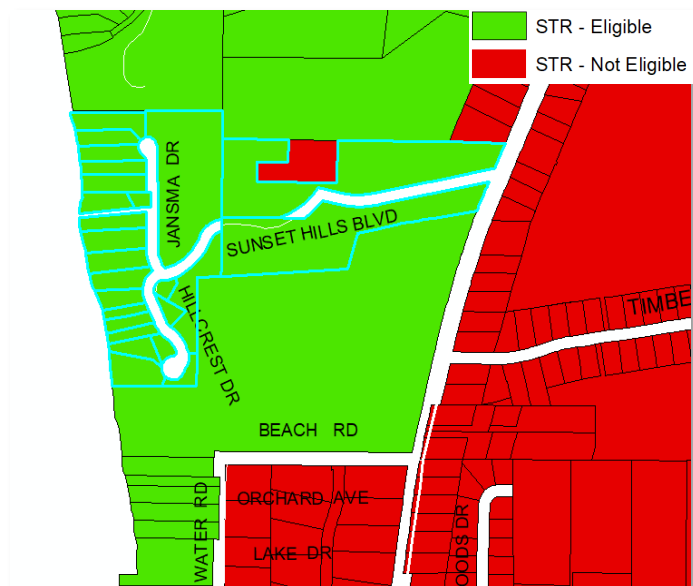
# Community Development Memo

DATE: April 21, 2022  
TO: Township Board  
FROM: Rory Thibault – Senior Planner  
RE: STR Overlay – Sunset Hills

## BACKGROUND

The applicant, Charles Rop, President of the Sunset Hills/Sunset Terraces 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 Short Term Rentals, effective 02/06/2022. 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.

This Public Hearing is in alignment with all rezoning requests. Absent any public comments requesting properties to remain in the STR Overlay zone, staff are supportive of removing the properties located in the Sunset Hills/Sunset Terraces 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 Sunset Hills/Sunset Terraces Association to be removed from the Short Term Rental Overlay Zone at the March 21, 2022 meeting. The first reading by the Township Board occurred on April 11, 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 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.****

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

TO : RORY THIBAUT

Here is application and VRBO documentation

Let me know if you need anything.

Sincerely,

Tim Polak

231-651-9543



## REZONING APPLICATION

Application Type	Fee	Escrow*
Rezoning	\$400	\$500

Zoning Ordinance can be found at [www.gh.org/zoning](http://www.gh.org/zoning)

### Applicant Information

Name Tim Polak  
 Phone 231-651-9543  
 Address P O BOX 384 G. H. Mi 49417  
 Email Address polaktim@gmail.com

### Owner Information (If different from applicant)

Name \_\_\_\_\_  
 Phone \_\_\_\_\_ Email \_\_\_\_\_  
 Address \_\_\_\_\_

### Property Information

Address/Location 14651 Mercury Dr G H MI 49417  
 Parcel Number 70 - -07=01-200-047 -  
 Current Zoning R-1 Zoning Requested STR Overlay Zone  
 Master-Planned Zoning R-1 Size (acres) 1.5

### Other Information

Reason for Rezoning Request? To be included in , STR Overlay Zone  
 Present Use of the Subject Property? STR June- Sept. Monthly Rental Oct.-May VRBO since 2014  
 Number & Type of Existing Structures? 3 , main house and 2 detached storage garages  
 Subject Property Located on a Paved Road? yes  
 What Utilities are Available? water , electric , n gas , cable

**NOTE:** The architect, engineer, planner, or designer shall be responsible for utilizing the Township Ordinance books and following requirements for zoning amendments and procedures as stated in Chapter 16. Please submit fourteen (14) copies of the required information with the application.

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

Tim Polak  
 Signature of applicant

01-10-2022  
 Date

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

# NOTICE

IF I PLAN TO SPLIT THE PARCEL(S) AFTER THE ZONING APPROVALS ARE GRANTED, I REALIZE THAT I MUST APPLY FOR A LAND DIVISION WITH THE ASSESSING DEPARTMENT. ALL LAND DIVISION REQUIREMENTS MUST BE CONFORMED TO BEFORE PROCEEDING WITH FURTHER DEVELOPMENT.

Tim Polak  
Signature of applicant

01-10-2022  
Date

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### For Office Use Only

Date Received \_\_\_\_\_ Fee Paid? \_\_\_\_\_

Materials Received: Site Plans \_\_\_\_\_ Location Map \_\_\_\_\_

Survey \_\_\_\_\_ Legal Description \_\_\_\_\_

Dated copy of approved minutes sent to applicant? \_\_\_\_\_ Date Sent \_\_\_\_\_

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### PLANNING COMMISSION USE ONLY

Approval \_\_\_\_\_

Tabled \_\_\_\_\_

Denied \_\_\_\_\_

Conditional Approval \_\_\_\_\_

The following conditions shall be met for approval:

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\_\_\_\_\_  
Signature of Planning Commission Chair

\_\_\_\_\_  
Date

HomeAway.com, Inc.  
 1011 W. Fifth Street, Ste. 300  
 Austin, TX 78703  
 Phone: 877-228-3145 / 512-782-0805  
 VAT ID: EU826020136



**Invoice**

**Bill To:**  
 Attn: Tim Polak  
 17700 Navaho dr.,  
 Spring Lake , MI  
 49456  
 US  
 Tel: 6168460588  
 Email: tlr10@hotmail.com

**Invoice Date:** 05/04/2014  
 Invoice No: VRBOC0000649223  
 Order No: AK0AFZ

**Amount Due:** \$0.00  
**Due Date:** PAID

*If you are living in an EU member state and you have provided us a valid intra VAT number, under Art. 196 of Directive 2006/112/EC relating to the reverse-charge mechanism, this invoice is exempt from VAT. You may be required to account for VAT in your local Member State.*

Qty	Duration	Description	Unit Cost	VAT %	TOTAL
1	12 MONTH	VRBO Classic Level Subscription 12 months (# 584798) - Standard Page Tier Subscription - Classic Search Position	\$349.00	0	\$349.00

**INVOICE TOTALS**

<b>New Charges Sub-Total Excluding VAT:</b>	<b>\$349.00</b>
<b>Total VAT:</b>	<b>\$0.00</b>
<b>Gross Total:</b>	<b>\$349.00</b>
<b>Amount Due:</b>	<b>\$0.00</b>
<b>Currency:</b>	<b>USD</b>

**HomeAway.com, Inc.**

1011 W. Fifth Street, Ste. 300

Austin, TX 78703

Phone: 877-228-3145 / 512-782-0805

VAT ID: EU826020136



**Invoice**

**Bill To:**

Attn: Lisa Royce  
17700 Navaho dr.,  
Spring Lake , MI  
49456

US

Tel: 6168460588

Email: tlr10@hotmail.com

**Invoice Date:** 4/6/15

Invoice No: VRBOC0001069414

Order No: 5AMKPR

**Amount Due:** 0.00

**Due Date:** PAID

*If you are living in an EU member state and you have provided us a valid intra VAT number, under Art. 196 of Directive 2006/112/EC relating to the reverse-charge mechanism, this invoice is exempt from VAT. You may be required to account for VAT in your local Member State.*

Qty	Duration	Description	Unit Cost	VAT %	VAT Amount	TOTAL
1	12	VRBO Classic Level Subscription 12 Months (# 584798) - Standard Page Tier Subscription - Discount Applied - Classic Search Position	399.00	0	0.00	349.00

**INVOICE TOTALS**

<b>New Charges Sub-Total Excluding VAT:</b>	<b>349.00</b>
<b>Total VAT:</b>	<b>0.00</b>
<b>Gross Total:</b>	<b>349.00</b>
<b>Amount Due:</b>	<b>0.00</b>
<b>Currency:</b>	<b>USD</b>

**HomeAway.com, Inc.**  
 1011 W. Fifth Street, Ste. 300  
 Austin, TX 78703  
 VAT ID: EU826020136  
 Swiss VAT rep:  
 HomeAway Sàrl - Rue de Lyon 105 - CH - 1203 Geneva  
 VAT: CHE-223.726.244 TVA  
<http://help.vrbo.com>



**Invoice**

**Bill To:**

Attn: Lisa Royce  
 17700 Navaho dr.  
 Spring Lake , MI, United States, 49456  
 Tel: 6168460588  
 Email: [tlr10@hotmail.com](mailto:tlr10@hotmail.com)

**Invoice Date: 14 April 2016**

Invoice No: USHA13C0000938147

Order No: FM3JTTR

**Amount Due: 0.00**

**Due Date: PAID**

Qty	Duration	Description	Unit Cost	VAT %	VAT Amount	TOTAL	Currency
1	12	VRBO Classic Level Subscription 12 Months (Listing 584798) - Standard Page Tier Subscription - Classic Search Position - Discount Applied	399.00	0	0.00	349.00	USD

**INVOICE TOTALS**

<b>New Charges Sub-Total Excluding VAT:</b>	<b>349.00</b>	<b>USD</b>
<b>Total VAT:</b>	<b>0.00</b>	<b>USD</b>
<b>Gross Total:</b>	<b>349.00</b>	<b>USD</b>
<b>Amount Due:</b>	<b>0.00</b>	<b>USD</b>

**HomeAway.com, Inc.**

1011 W. Fifth Street, Ste. 300

Austin, TX 78703

VAT ID: EU826020136

Norwegian VOES Nr. :2019736

Swiss VAT rep:

HomeAway Sàrl - Rue de Lyon 105 - CH - 1203 Geneva

VAT: CHE-223.726.244 TVA

<http://help.vrbo.com>**VRBO<sup>®</sup>**

Part of the HomeAway Family

**Invoice****Bill To:**

Attn: Tim Polak

P O Box 364

Grand Haven, MI, United States, 49417

Tel: 6168460588

Email: tlr10@hotmail.com

**Invoice Date: 13 April 2017**

Invoice No: USHA13C0006031131

Order No: F5JB797

**Amount Due: 0.00****Due Date: PAID**

*If you are living in an EU member state and you have provided us a valid intra VAT number, under Art. 196 of Directive 2006/112/EC relating to the reverse-charge mechanism, this invoice is exempt from VAT. You may be required to account for VAT in your local Member State.*

Qty	Duration	Description	Unit Cost	VAT %	VAT Amount	TOTAL	Currency
1	12	12-month subscription (Listing 584798)	399.00	0	0.00	399.00	USD

**INVOICE TOTALS**

<b>New Charges Sub-Total Excluding VAT:</b>	<b>399.00</b>	<b>USD</b>
<b>Total VAT:</b>	<b>0.00</b>	<b>USD</b>
<b>Gross Total:</b>	<b>399.00</b>	<b>USD</b>
<b>Amount Due:</b>	<b>0.00</b>	<b>USD</b>

HomeAway.com, Inc.  
1011 W. Fifth Street, Ste. 300  
Austin, TX 78703  
United States  
VAT ID: EU826020136  
<http://help.vrbo.com>



**Invoice**

**Bill To:**

Attn: Tim Polak  
P O Box 364,  
49417 Grand Haven - United States  
Tel: 616-402-0951  
Email: tlr10@hotmail.com

**Invoice Date:** 06 May 2018

Invoice No: USHA13C0013692033  
Order No: CYM1FP9

**Amount Due: 0.00**  
**Due Date: PAID**

Qty	Duration	Description	Unit Cost	VAT* %	VAT Amount	TOTAL	Currency
1	12	12-month subscription (Listing 584798)	499.00	0.0	0.00	499.00	USD

**INVOICE TOTALS**

<b>New Charges Sub-Total Excluding VAT:</b>	<b>499.00</b>	<b>USD</b>
<b>Total VAT:</b>	<b>0.00</b>	<b>USD</b>
<b>Gross Total:</b>	<b>499.00</b>	<b>USD</b>

HomeAway.com, Inc.  
1011 W. Fifth Street, Ste. 300  
Austin, TX 78703  
United States  
VAT ID: EU826020136  
<http://help.Vrbo.com>



**Invoice**

**Bill To:**

Attn: Tim Polak  
P O Box 364,  
49417 Grand Haven - United States  
Tel: +1 6164020951  
Email: llr10@hotmail.com

**Invoice Date:** 01 May 2019

Invoice No: USHA13C0022753740  
Order No: T29C86K

**Amount Due: 0.00**

**Due Date: PAID**

Qty	Duration	Description	Unit Cost	VAT* %	VAT Amount	TOTAL	Currency
1	12	12-month subscription (Listing 584798)	499.00	0.0	0.00	499.00	USD

**INVOICE TOTALS**

<b>New Charges Sub-Total Excluding VAT:</b>	<b>499.00</b>	<b>USD</b>
<b>Total VAT:</b>	<b>0.00</b>	<b>USD</b>
<b>Gross Total:</b>	<b>499.00</b>	<b>USD</b>

HomeAway.com, Inc.  
11920 Alterra Parkway  
Austin, US 78758  
VAT ID: EU826020136  
<http://help.Vrbo.com>



**Invoice**

**Bill To:**

Attn: Tim Polak  
P O Box 364  
Grand Haven, MI, United States, 49417  
Tel: 16164020951  
Email: llr10@hotmail.com

**Invoice Date:** 04 January 2020

Invoice No: USHA13C0030219006

**Amount Due:** 0.00

**Due Date:** PAID

Description	Unit Cost	VAT* %	VAT Amount	TOTAL	Currency
Vrbo - Payment processing fee, Reservation Number: HA-6325H0, Property ID: 584798	24.58	0.0	0.00	24.58	USD

**INVOICE TOTALS**

<b>New Charges Sub-Total Excluding VAT:</b>	<b>24.58</b>	<b>USD</b>
<b>Total VAT:</b>	<b>0.00</b>	<b>USD</b>
<b>Gross Total:</b>	<b>24.58</b>	<b>USD</b>

**HomeAway.com, Inc.**  
11920 Alterra Parkway,  
Austin, TX 78758  
United States  
VAT ID: EU826020136  
<http://help.Vrbo.com>

**Invoice**

**Bill To:**

Attn: Tim Polak  
P O Box 384  
Grand Haven, MI , United States, 49417  
Tel: 16168448078  
Email: polaktim@gmail.com

**Invoice Date: 19 September 2021**

Invoice No: USHA13C0070707761

Order No: ZHCTZH8

**Amount Due: 0.00**

**Due Date: PAID**

Description	Unit Cost	VAT* %	VAT Amount	TOTAL	Currency
Vrbo - Payment processing fee, Reservation Number: HA-WZY1B9, Property ID: 584798	33.67	0.00	0.00	33.67	USD

**INVOICE TOTALS**

<b>New Charges Sub-Total Excluding VAT:</b>	<b>33.67</b>	<b>USD</b>
<b>Total VAT:</b>	<b>0.00</b>	<b>USD</b>
<b>Gross Total:</b>	<b>33.67</b>	<b>USD</b>

# Property details

## Vrbo

Prop ID: **584798** (<https://www.vrbo.com/584798?unitId=1132115>)

### Edit property

(</pe/321.584798.1132115>)

---

### Listing status ⓘ

Active

**Pause** ([/p/property-](/p/property-details/321.584798.1132115/pause)

<details/321.584798.1132115/pause>)

**Hide** ([<details/321.584798.1132115/hide>\)

---](/p/property-</a></p></div><div data-bbox=)

### Listing plan ⓘ

Annual subscription

Active

Renews On May 6, 2022

**Update Billing Info** (</p/account-settings/paymentPreferences>)

**Review plan** (</p/cyp/321.584798.1132115>)

---

### Order History ⓘ

**View order history** (</p/property-details/321.584798.1132115/order-history>)

---

# Financial Reporting

Report generated: Jan 11, 2022

The list is a real-time summary of the total booking amounts, deductions, and payouts for all properties.

Taxes that are collected and remitted on your behalf are not included in the payout summary. Damage deposits are not factored into the payout amount unless you retain all or a portion of the refundable damage deposit.

 Download 

Start  → End

Includes  

**Refresh**

Property ID	Address	Bookings	Nights	Gross booking amount	Deductions	Payout
584798	14651 Mercury Drive	33	205	\$62,180.64	-\$1,865.16	\$60,315.48

**Feedback**

📍 Grand Haven, Michigan, United States of America

📅 Check-in

📅 Check-out

👤 Guests

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Retreat with  
Boat Dock**

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—

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**Languages:** English

**Contact host**

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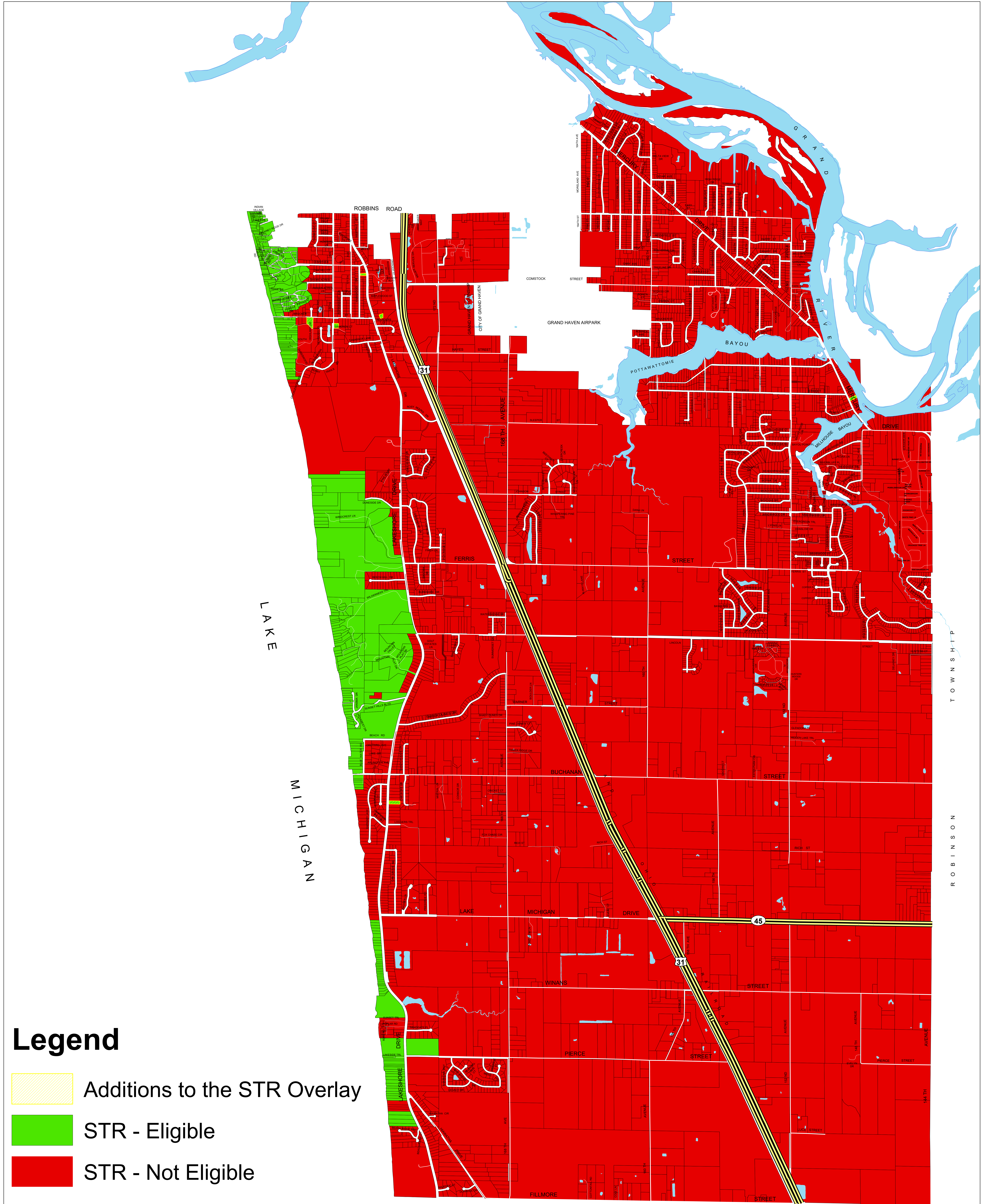
[Michigan \(https://www.vrbo.com/vacation-rentals/usa/michigan\)](https://www.vrbo.com/vacation-rentals/usa/michigan) ›

[Ottawa County \(https://www.vrbo.com/vacation-rentals/usa/michigan/ottawa-county\)](https://www.vrbo.com/vacation-rentals/usa/michigan/ottawa-county) ›

[Grand Haven \(https://www.vrbo.com/vacation-rentals/usa/michigan/west-central/grand-haven\)](https://www.vrbo.com/vacation-rentals/usa/michigan/west-central/grand-haven)

# Proposed Short Term Rental Map

Eligible Land vs. Non-Eligible Land  
Level of Restriction = Overlay Zone





# Community Development Memo

DATE: April 21, 2022  
TO: Township Board  
FROM: Rory Thibault – Senior Planner  
RE: 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.

The request to rezone the property for inclusion into 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 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, but has water frontage
No adjacent owner testimony against STRs	None recorded
Demonstrated history of renting without complaints	8 years of VRBO rentals

The rezoning is consistent with the current purpose for the STR Overlay Zone. Further, additional properties without Lake frontage have been included in the STR Overlay Zone by resident appeal and (1) other property on Mercury Drive with frontage on the Grand River has been included due to its demonstrated rental history. While immediately adjacent properties are not currently located in the STR Overlay Zone, the owner is the only property owner who **has** a demonstrated history of renting without complaint, therefore it is not so general a case that it would apply to other properties in the vicinity.

## 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.

For these reasons, **staff is supportive of the application to move through the rezoning process.** In accordance with the adopted Rental Regulation Ordinance and general approach. **The property will have to apply for a Special Land Use permit**, requiring a site plan review and Public Hearing. This ensures the property meets all applicable Zoning requirements, performance standards, and other considerations outlined in the Rental Regulation Ordinance. As of now, the Township has not finalized the Special Land Use application process specific to STRs; including but not limited to, enforcement regulations. Therefore existing STRs which are located in the STR overlay district have been allowed to move forward with booking rentals, understanding the Township will contact them with the SLU application form and required inspections at a later date.

**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.

## SAMPLE MOTIONS

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

**Motion 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. Further action will be postponed until the next regularly scheduled Board meeting when the zoning map amendment ordinance will be considered for adoption. **This is the first reading.****

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



GRAND HAVEN CHARTER TOWNSHIP

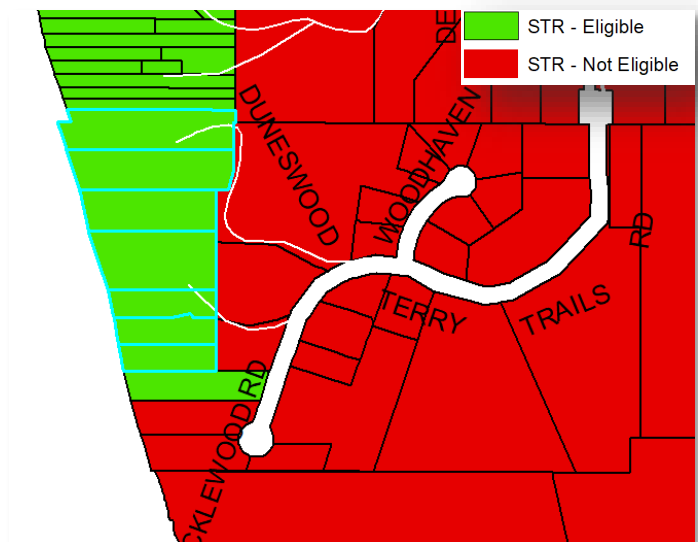
## Community Development Memo

DATE: April 21, 2022  
TO: Township Board  
FROM: Rory Thibault – Senior Planner  
RE: 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. One property (0 Cricklewood Drive — 70-07-05-201-016) located outside of the platted Sumner Terry Subdivision, not a dues-paying member of the Terry Trails Association, but located within the geographic area, will remain in the STR overlay zone as shown on the included map; in the absence of correspondence from the property owner. There is currently no residence located on the property.

The Planning Commission recommended the Township Board approve the rezoning application for the subject properties at the April 18, 2022 meeting.

## SAMPLE MOTIONS

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

**Motion 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. Further action will be postponed until the next regularly scheduled Board meeting when the zoning map amendment ordinance will be considered for adoption. **This is the first reading.****

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

**From:** [Rory Thibault](#)  
**To:** [Jim G Koerner](#)  
**Subject:** RE: Public Notice - Rezoning of the Properties in Terry Trails  
**Date:** Thursday, April 7, 2022 2:16:00 PM

---

Good afternoon Mr. Koerner,

Please see below for my remarks in “red.”  
Hopefully this helps clarify things.

Sincerely,

**Rory Thibault**

Senior Planner at Grand Haven Charter Township

**Phone** 616-604-6319

**Web** [www.gh.org](http://www.gh.org) **Email** [rthibault@gh.org](mailto:rthibault@gh.org)

13300 168<sup>th</sup> Avenue, Grand Haven, MI 49417

---

**From:** Jim G Koerner <jim.g.koerner@adient.com>  
**Sent:** Wednesday, April 6, 2022 3:55 PM  
**To:** Rory Thibault <rthibault@gh.org>  
**Subject:** FW: Public Notice - Rezoning of the Properties in Terry Trails

Rory,

Thank you for the quick response. I read the letter and your response multiple times. What I read is you’re removing six properties in Terry Trails from the STRs Overlay Zone to align with the rest of the properties in the subdivision that are not part of STRs Overlay Zone.

- Correct

I think this means you can only rent for over 28 days or more (which I’m OK with)? I’m confused about the 6 – 14 day statement and think that clause is only tied to STRs.

- Per the adopted Short Term Rental Regulation Ordinance:
  - Limited Short-Term Rentals are permitted by right in all zoning districts because of the time limitations that are placed on them
    - The 6-14 Day determination was made:
      - Because, (per the IRS) if a person uses a dwelling as a home but rents it 15 days or more, then the person must report the rental income.
        - If it is used less than that, there is no need to report rental income from the activity.
        - Therefore, it would not be considered a commercial use in a residential area and conflict with our Zoning Ordinance.
      - Because the Township determined 14 days or less of rental during a year would not likely change the character of the neighborhood, and thus

- could be allowed as a matter of right.
- Complaints can still be filed with the Township.
- Any rental periods less than 6 days are prohibited both in the STR Overlay Zone and everywhere in the Township

Sorry for the questions and look forward to your response.

Adient – INTERNAL

---

**From:** Rory Thibault <[rthibault@ght.org](mailto:rthibault@ght.org)>  
**Sent:** Wednesday, April 6, 2022 2:18 PM  
**To:** Jim G Koerner <[jim.g.koerner@adient.com](mailto:jim.g.koerner@adient.com)>  
**Subject:** RE: Public Notice - Rezoning of the Properties in Terry Trails

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon Mr. Koerner,  
Please see below for my remarks in “red.”  
Please let me know if you have any questions.  
Sincerely,

**Rory Thibault**

Senior Planner at Grand Haven Charter Township

**Phone** 616-604-6319

**Web** [www.ght.org](http://www.ght.org) **Email** [rthibault@ght.org](mailto:rthibault@ght.org)

13300 168<sup>th</sup> Avenue, Grand Haven, MI 49417

---

**From:** Jim G Koerner <[jim.g.koerner@adient.com](mailto:jim.g.koerner@adient.com)>  
**Sent:** Tuesday, April 5, 2022 6:31 PM  
**To:** Rory Thibault <[rthibault@ght.org](mailto:rthibault@ght.org)>  
**Subject:** Public Notice - Rezoning of the Properties in Terry Trails

Rory,

I received your letter and have a question. Are you saying the homes mentioned in the letter that are on the lakeshore are being rezoned so they cannot be rented short term?

- Yes, that is correct.
  - The platted lots in the Sumner Terry Subdivision are already excluded from this zone.
  - The parcels mentioned in the letter are not platted, but located within the Association, and therefore were still eligible.

Can you define short term?

- STRs are only permitted within the Overlay Zone.
  - They are defined by rental periods of 6-28 days.
  - Any rental occurring for less than 6 days is prohibited.
- Limited Short Term Rentals are permitted by right everywhere in the Township and do not require a Special Land Use application:
  - Defined as: The rental of any Dwelling for any one (1) or two (2) rental periods of at least six (6) days but not more than fourteen (14) days, not to exceed fourteen (14) days total in a calendar year.

What is the consequences if they do a short term rental – fine, etc.? My only exception to this is if someone takes a transfer for 6 – 12 months and wants someone in the house to watch over things.

- The adoption of the Short Term Rental and Rental Regulation Ordinances, along with the STR Overlay Zone and map are part of a multi-step process in regulating rentals in the Township
  - We are in the process of adopting a Rental Inspection Ordinance to ensure compliance with the International Property Maintenance Code
  - Approved Short Term Rentals still have to meet performance criteria according to the Special Land Use, to ensure the safety and welfare of the occupants and ensure compliance with Township regulations
  - Illegal rentals are currently being enforced through the Township attorney and the Township is drafting Ordiancne language for how enforcement is to occur in the future
- Long-term Rentals (defined as rental periods over 28 days) are an allowable use.
  - So a month-to-month or year-long rental is permissible. No additional registration is required.

If this is the intent of the rezoning is to prevent short term rentals including one month or less, my wife and me are 100% in favor of this. We have tried to strengthen the wording in our neighbor charter to also prevent this, but you carry a much bigger stick.

I look forward to your response.

James G. Koerner, CPM & CPIM  
 Director Purchasing  
[Jim.g.koerner@adient.com](mailto:Jim.g.koerner@adient.com)  
 616-283-0967 (Mobile)

**From:** [Mandy Johnson](#)  
**To:** [Rory Thibault](#)  
**Subject:** Re: Short Term Rental Removal in Terry Trails Association  
**Date:** Monday, April 18, 2022 4:45:21 PM

---

Thank you, unfortunately I will have to miss the hearing as I have been unable to secure alternative childcare arrangements.

As far as my comments,

- Article IX of our Terry Trails association bylaws state that no dwelling shall be leased or rented by any owner or any other party for any period less than (1) one month in duration.
- This by definition should exclude any member of the Terry Trails Association from qualifying for the Short Term Rental Overlay Zone. Members have expressed the desire to maintain Terry Trails as a private neighborhood of residents where allowing short term rentals would change the character of the community.
- Terry Trails is a gated community and allowing STRs presents a safety and security concern to its residents.
- I have received correspondence supporting this decision to remove/rezone from the Amberger's (14341), Veenstra's (14367), Maatman's (14323) & Jackoboice's (14279 & 14267)
- This request is in alignment with the agreed upon short term rental approach established by the township board last November

Thanks for expressing my comments this evening. Please let me know if there are any concerns and how it goes.

Thank you!

Mandy Johnson

On Apr 18, 2022, at 1:54 PM, Rory Thibault <[rthibault@ght.org](mailto:rthibault@ght.org)> wrote:

Good afternoon Ms. Johnson,

Thank you for clarifying.

Unfortunately we do not have a virtual option since we went back to in-person meetings.

However, if there is anything you would like me to say on your behalf, I can certainly include that information.

Sincerely,

**Rory Thibault**

Senior Planner at Grand Haven Charter Township

**Phone** 616-604-6319

**Web** [www.ghc.org](http://www.ghc.org) **Email** [rthibault@ghc.org](mailto:rthibault@ghc.org)

13300 168<sup>th</sup> Avenue, Grand Haven, MI 49417

---

**From:** Mandy Johnson <jermandy@me.com>

**Sent:** Monday, April 18, 2022 12:46 PM

**To:** Rory Thibault <rthibault@ghc.org>

**Subject:** Re: Short Term Rental Removal in Terry Trails Association

Hello, Since she is not a due paying member of the association and I have not received correspondence either, I think that makes sense.

I am wondering if there an option to zoom in to the hearing tonight? My husband had to leave on a last minute business trip and I am without childcare for the hearing this evening.

Mandy Johnson

On Apr 18, 2022, at 12:36 PM, Rory Thibault <[rthibault@ghc.org](mailto:rthibault@ghc.org)> wrote:

Good morning Ms. Johnson,

We have not received any correspondence from Ms. Borvansky asking to be excluded from the STR Overlay.

Since she is also not a member of the Association, the PC may elect to still keep her property in the STR Overlay Zone.

Please let me know if this is the case, or if you have received correspondence from her asking to also be excluded from the Overlay Zone.

Sincerely,

**Rory Thibault**

Senior Planner at Grand Haven Charter Township

**Phone** 616-604-6319

**Web** [www.ghc.org](http://www.ghc.org) **Email** [rthibault@ghc.org](mailto:rthibault@ghc.org)

13300 168<sup>th</sup> Avenue, Grand Haven, MI 49417

---

**From:** Rory Thibault

**Sent:** Friday, April 15, 2022 5:13 PM

**To:** Mandy Johnson <[jermandy@me.com](mailto:jermandy@me.com)>

**Subject:** RE: Short Term Rental Removal in Terry Trails Association

Good afternoon Ms. Johnson

Everything is set for the Planning Commission meeting on Monday, April 18<sup>th</sup> — 7:00pm at the Township Hall.

Please see attached for the agenda and memo Staff has prepared.

We look forward to seeing you there.

Sincerely,

**Rory Thibault**

Senior Planner at Grand Haven Charter Township

**Phone** 616-604-6319

**Web** [www.gh.org](http://www.gh.org) **Email** [rthibault@gh.org](mailto:rthibault@gh.org)

13300 168<sup>th</sup> Avenue, Grand Haven, MI 49417

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**From:** Mandy Johnson <[jermandy@me.com](mailto:jermandy@me.com)>

**Sent:** Friday, April 1, 2022 12:01 PM

**To:** Rory Thibault <[rthibault@gh.org](mailto:rthibault@gh.org)>

**Subject:** Re: Short Term Rental Removal in Terry Trails Association

Great, thank you!

On Apr 1, 2022, at 11:26 AM, Rory Thibault <[rthibault@gh.org](mailto:rthibault@gh.org)> wrote:

Good morning Ms. Johnson,

Thank you for your clarification.

The properties listed below are those that are currently included in the Overlay zone within the Terry Trails Association:

- 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)
- 0 Cricklewood Drive (70-07-05-201-016)
- 14367 Duneswood Drive (70-07-05-201-019)
- 14279 Terry Trails (70-07-05-201-020)
- 14267 Terry Trails (70-07-05-201-021)

The platted lots within the Sumner Terry Subdivision have already been removed.

A Public Notice has been sent to the Tribune to be posted in

Saturday's paper regarding the rezoning of these properties – to be removed from the STR Overlay Zone.

Mailings have also been sent to these homeowners and any properties within 300'.

The Public Hearing will occur during the April 18, 2022 Planning Commission Meeting.

I have attached a copy of the STR map which will hopefully be easier to read.

Please let me know if you have any questions.

Sincerely,

**Rory Thibault**

Senior Planner at Grand Haven Charter Township

**Phone** 616-604-6319

**Web** [www.ghc.org](http://www.ghc.org) **Email** [rthibault@ghc.org](mailto:rthibault@ghc.org)

13300 168<sup>th</sup> Avenue, Grand Haven, MI 49417

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**From:** Mandy Johnson <[jermandy@me.com](mailto:jermandy@me.com)>

**Sent:** Friday, April 1, 2022 11:14 AM

**To:** Rory Thibault <[rthibault@ghc.org](mailto:rthibault@ghc.org)>

**Cc:** tom lillet <[thomas.lilley@gmail.com](mailto:thomas.lilley@gmail.com)>

**Subject:** Re: Short Term Rental Removal in Terry Trails Association

Hello Mr. Thibault,

In cross checking our member list, the following homes on the lakeshore are members of the Terry Trails Association:

14367 Duneswood, Janice Veenstra

14341 Duneswood, Todd & Nance Amberger

14323 Duneswood, Tom & Jill Maatman

14291 Terry Trails, Malcolm Blissett

14279 & 14267 Terry Trails, Tom & Barb Jackoboice

14255 Terry Trails, Bud & Charyn Hoffman

Ms. Borvansky - parcel: 70-07-05-201-016 is the only lot in the geographical area who is not a member of the association.

Can you please let me know which of these properties are in the overlay map so I can give the residents a heads up, the copy I observed in November was difficult to read.

Thanks!  
Mandy Johnson

On Mar 30, 2022, at 11:08 AM, Rory Thibault  
<[rthibault@ght.org](mailto:rthibault@ght.org)> wrote:

Good morning Ms. Johnson,

Per your letter to Manager Cargo last year:  
Township Staff are processing your request for  
the removal of the remaining properties within  
the Terry Trails Association from the Short  
Term Rental Overlay Zone.

- Since this is Rezoning the parcels that process will be followed; a public notice and mailings will be sent out and a Public Hearing will be held at a Planning Commission meeting in the future.
- I will provide an update for when exactly this meeting will happen, such that you are invited to attend, and able to answer any questions the Commission may have.
- Following the Public Hearing and pending a motion for approval it would be brought to the Township Board for a 1<sup>st</sup> and 2<sup>nd</sup> Reading, with due public Notices, if a resolution is approved.

**To assist Staff in the preparation of the memo for the Planning Commission, can you please provide a map of all the properties in Terry Trails Association.**

- Staff noted in the review of your request, that not all of the properties in question are platted lots within the Sumner Terry Subdivision.
- Note the subject properties include:  
Veenstra @ 14367 Duneswood on the North to Ms. Borvansky 70-07-05-201-016 on the South as unplatted
  - 14231 and 14229 Cricklewood are already excluded from the STR Overlay Zone as they are platted

lots in the Sumner Terry  
Subdivision

Please let me know if you have any questions.

Sincerely,

**Rory Thibault**

Senior Planner at Grand Haven Charter  
Township

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**Web** [www.ghc.org](http://www.ghc.org) **Email** [rthibault@ghc.org](mailto:rthibault@ghc.org)

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<STR - Overlay Map\_12032020.pdf>