

Due to COVID-19 members of the public are welcome to remotely join the Public Meetings of Allendale Charter Township's Public Bodies.

The remote participation information can be found on the following page.

Those wishing to contact Board or committee members prior to the meeting may do so via the Township website in the **"YOUR GOVERNMENT"** SECTION:

[www.allendale-twp.org](http://www.allendale-twp.org)

There will be opportunity for public comment during the meeting. The process for remote public comment during the meeting is outlined in the following page.

Additionally, public comments may be submitted electronically prior to the meeting via the Township Website (see above).

\*Please note that electronic comments need to be submitted prior to the meeting and are not able to be received by members during the meeting.

*Allendale Township Public Meetings  
Remote Participation Instructions*

You can join remotely in two different ways.

- A. For Video and Audio: Use a Zoom App
- B. For Audio Only: Dial-In

## **Video and Audio Instructions**

At the time of the meeting use this link and/or passcode to join.

<https://zoom.us/j/99160590637?pwd=SUVqVDFxTHdFY3JDd09ISGlVd5QT09>

Passcode: aGxD76

## **Audio Only Instructions**

Callers are responsible for any charges that may apply through their phone plan.

**You can dial in using your phone.**

Dial: 1-929-205-6099

Meeting ID: 991 6059 0637

Participant ID: *Not Needed for callers.*

Passcode: 880426

**For Individuals with disabilities you can use a relay service by dialing 711 first.**

### **Dial-In Instructions:**

1. Dial into the number provided above.
2. You will be asked for a Meeting ID.
3. Enter 991 6069 0637.
4. Press # to confirm Meeting ID.
5. You will be asked for a Participant ID. (Callers do not need a Participant ID.)
6. Press # to confirm you don't have a Participant ID.
7. You will be asked to enter a passcode.
8. Enter 880426.
9. Press # to confirm passcode.

\*Once you enter the call you will be muted.

*Allendale Township Public Meetings*  
*Remote Participation Instructions*

**Public Comment:**

Please note that meetings are open to the public, but are not structured for public discussion to occur throughout the entire meeting. Instead, there are opportunities for members of the public to address the Board/committee members during specific points in the meeting.

**Public comment will be held during the times outlined in the attached agenda.**

**Below are the procedures for remote public comment.**

1. The admin for the call will unmute callers one by one.
2. When it is your turn to speak you will be notified that you have been “unmuted”
3. You will have 10 seconds to respond if you would like to speak.
  - If you confirm that you will like to speak you will be given “the floor” and a limited amount of time to speak (The time to speak will be announced by the meeting Chair).
  - If you decline to speak or do not answer, the admin will move to the next caller.
4. At the end of each public comment period, the opportunity for public comment will be closed and the Chair will move the meeting forward.

**Closing the Meeting:**

1. Closing of the meeting will proceed by motion of the body after completion of the items on the agenda. The agenda can be found in the following pages.
2. Shortly after the meeting is closed the admin will end the meeting for all participants.

Agenda for the  
Allendale Charter Township Board Meeting  
Monday, March 8, 2021, 7:00pm

Members Present:

Members Absent:

Guests Present:

Meeting called to order

- Invocation given by Barb VanderVeen
- Pledge of Allegiance
- Approve Agenda
- Consent Agenda
  - Approval of the February 22, 2020 Regular Board Meeting Minutes
  - Bills
  - Interim Bills
  - Chamber Board Membership
- For information
  - Financial Report
  - Minutes of the February 15, 2020 Planning Commission Meeting
  - Hidden Shores West PUD Amendments Supporting Documentation
- Public Hearings
- Public Comments
- Guest Speakers
  - Sevey Drain Extension
  - Department Head Update
    - Assessing
    - Finance
    - HR
    - Safety
- Action Items
  - Resolution 2021-02: Allendale Township Business Registration
  - Resolution 2021-04: Hidden Shores West PUD Amendment
  - Library Interim Director
- Discussion Items
  - Resolution 2021-xx Sevey Drain Extension
  - DiSC restart
  - COVID PTO

- Job Description
- Public Comments
- Board Comments
  - Chamber: Coffee & Networking
- Future Agenda Items
- Adjournment

**Our Wi-Fi connection may be used to access the Board Information Packet:**

- Account: ACT\_Guest
- Password: ACTguest
- File location: [www.allendale-twp.org](http://www.allendale-twp.org) → Agendas and Minutes → Agendas: Township Board

**PROPOSED  
PROCEEDINGS OF THE ALLENDALE  
TOWNSHIP BOARD OF TRUSTEES  
FEBRUARY SESSION- 2<sup>nd</sup> DAY**

The Allendale Township Board of Trustees met virtually, to comply with Michigan Department of Health and Human Services directives due to COVID-19, on Monday, February 22, 2021, at 7:00 p.m. and was called to order at 7:02 by Mr. Elenbaas.

Present: Ms. Vander Veen; Mr. Murillo; Ms. Hansen; Mr. Zeinstra; Mr. Vander Wall; Ms. Kraker; and Mr. Elenbaas. (7)

Absent: None (0)

Staff and Guest Present: Bob Sullivan, Legal Counsel; Chad Doornbos, Public Utilities Supervisor; Elizabeth Szymanski, Administrative Assistant; Cathy Seaver; Joel Paauwe; Michelle Lentz; Jeanine Gasper; Josh Dean; Cathy Schmidt; Brian Malkowski; Debbie Culbertson; Kim Cannata; Aaron Haight; Jessica VanBlaricum-Miller; Holly Huber; Mitch Kahle; FOX 17; Holland Sentinel; Josh Blanchard; Joel Pagel; Justin Burns; Kary Love; Marshall Battani; Michael Kransz; Nick Raak; Pete Walsh; Steve Versluis; Karen Amisi; Kellen Voss; Donna Pennington; Matt Gard; and Donna Pennington.

Mr. Murillo pronounced the invocation.

Mr. Elenbaas led in the Pledge of Allegiance to the Flag of the United States of America.

BOT 21-023 Mr. Zeinstra moved to approve the agenda of today as presented. The motion passed.

BOT 21-024 Mr. Vander Wall moved to approve the following Consent Resolutions:

1. To approve the Minutes of the February 8, 2021 Board of Trustees meeting.
2. To approve the general claims in the amount of \$232,170.51 and the interim payments of \$61,066.54 as presented by the summary report for February 10, 2021 – February 23, 2021. The motion passed.

### Items Received for Information

1. Financial Report
2. Minutes of the February 1, 2021 Planning Commission Meeting
3. Hidden Shores West PUD Amendments

### Public Hearings

1. Hidden Shore West PUD Amendments

Mr. Elenbaas opened the public hearing at 7:11 p.m.

No comments were received.

BOT 21-025 Mr. Elenbaas moved to close the public hearing at 7:14 p.m. The motion passed.

### Guest Speakers

The Garden of Honor Committee: Jon Donald, Member; Susan Jackson, Member; Tumaini Sango, Member; Carina Freeman, Member; Christina Berna, Member; Terry VanDyken, Member; Lisa Feurzeig, Member; and Dave Vermilye, Committee Facilitator introduced themselves and provided a brief background. Collectively, they presented an update of the progress of the initial five committee meetings thus far. The committee has narrowed their recommendations to three target areas which include: potential signage, diversity considerations- which may include expansion to the Garden of Honor, and possible modifications to the Civil War statue. The committee requested the board allow them five more sessions which will provide them an opportunity to clearly define ideas and present the board with more thorough recommendations.

Several board members thanked the committee for their time, dedication and work on the Garden of Honor. Many stated they would favor an additional five meetings, as requested, to allow the committee time to finish what they started.

### Public Comments and Communications

Comments were received from:

1. Cathy Schmidt, Allendale
2. Jeanine Gasper, Allendale
3. Joel Paauwe, Allendale
4. Josh Dean, Allendale
5. Michelle Lentz, Grand Haven

6. Aaron Haight, Allendale
7. Jessica VanBlaricum-Miller, Allendale
8. Karen Amisi, Allendale
9. Kim Canata, Allendale
10. Holly Huber, Muskegon
11. Mitch Kahle, Muskegon
12. Cathy Seaver, Allendale
13. Several other members of the public who did not disclose name and resident information.

BOT 21-026 Mr. Elenbaas moved to close public comment. The motion passed.

#### Action Items

BOT 21-027 Ms. Vander Veen moved to approve the Garden of Honor Memorial Committee to meet for an additional five meetings, with the established membership that was outlined in Resolution 2020-16, and utilize Edgeline Resources to moderate those meetings at a cost of \$2,250.00. The motion passed as shown by the following votes:

YEAS: Ms. VanderVeen, Mr. Murillo, Ms. Hansen, Mr. Zeinstra, Ms. Kraker, Mr. Vander Wall, and Mr. Elenbaas. (7)

NAYS: None (0)

BOT 21-028 Ms. Kraker moved to approve and authorize the Clerk and Supervisor to sign Resolution 2021-03, authorizing the Board of Review to receive letters of protest regarding assessments from resident taxpayers from the first day in February until said board adjourns from the public hearings for which it meets to hear such protests. The motion passed as shown by the following votes:

YEAS: Ms. VanderVeen, Mr. Murillo, Ms. Hansen, Mr. Zeinstra, Ms. Kraker, Mr. Vander Wall, and Mr. Elenbaas. (7)

NAYS: None (0)

#### Discussion Items- None

#### Public Comments and Communications

Comments were received from:

1. Cathy Schmidt, Allendale
2. Jeanine Gasper, Allendale
3. Joel Paauwe, Allendale

4. Josh Dean, Allendale
5. Michelle Lentz, Grand Haven
6. Aaron Haight, Allendale
7. Jessica VanBlaricum-Miller, Allendale
8. Kim Canata, Allendale
9. Mitch Kahle, Muskegon
10. Cathy Seaver, Allendale
11. Several other members of the public who did not disclose name and resident information.

BOT 21-029 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments:

1. Ms. Vander Veen asked for clarification on a couple of concerns made during public comment. She also stated she feels the loving choice for the outcome of the Civil War statue is to have it replaced.
2. Ms. Kraker thanked Mr. Elenbaas for all of his hard work involving the statue and the creation of the statue committee.
3. Mr. Elenbaas clarified Ms. Vander Veen's aforementioned inquiries.

BOT 21-030 Mr. Vander Wall moved to adjourn at 9:06 p.m. The motion passed.

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Jody L. Hansen, Clerk  
Of the Township of Allendale

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Adam Elenbaas, Supervisor  
Of the Township of Allendale

User: DENISE

EXP CHECK RUN DATES 03/09/2021 - 03/09/2021

DB: ALLENDALE

BOTH JOURNALIZED AND UNJOURNALIZED

OPEN

Department: 000.000

AFLAC	Misc Ins - Aflac	312.40	
AFLAC	Misc Ins - Aflac	33.09	Misc Ins - Aflac
AFLAC	Misc Ins - Aflac	438.61	
ALERUS RETIREMENT SOLUTIONS	Deferred Compensation	813.49	Deferred Compensatio
ALERUS RETIREMENT SOLUTIONS	Pension	8,633.19	Pension
ALERUS RETIREMENT SOLUTIONS	Pension	107.70	Pension
ALERUS RETIREMENT SOLUTIONS	Deferred Compensation	100.00	Deferred Compensatio
ALERUS RETIREMENT SOLUTIONS	Pension	403.99	Pension
ALERUS RETIREMENT SOLUTIONS	Deferred Compensation	627.22	Deferred Compensatio
ALERUS RETIREMENT SOLUTIONS	Pension	4,587.19	Pension
FLEIS & VANDENBRINK ENG'G INC	M45 LLC GAS STATION	566.63	M45 LLC GAS STATION
FLEIS & VANDENBRINK ENG'G INC	MINI STORAGE DEPOT-64TH ST LLC	149.00	MINI STORAGE DEPOT-6
FLEIS & VANDENBRINK ENG'G INC	MAPLE POND/ALLENDALE PLACE PUD	2,121.75	MAPLE POND/ALLENDALE
FLEIS & VANDENBRINK ENG'G INC	HIGHPOINT REAL ESTATE-METRO HE	327.92	HIGHPOINT REAL ESTAT
FRESH COAST PLANNING LLC	FOX MEADOW/PIERCE ST CONDOS	44.00	FOX MEADOW/PIERCE ST
FRESH COAST PLANNING LLC	HIDDEN SHORES WEST-PHASE 3	55.00	HIDDEN SHORES WEST-P
FRESH COAST PLANNING LLC	ALLENDALE BAPTIST CHURCH	429.00	ALLENDALE BAPTIST CH
FRESH COAST PLANNING LLC	ALLENDALE CROSSING-SELF STORAG	11.00	ALLENDALE CROSSING-S
FRESH COAST PLANNING LLC	PEPPINO'S/ALLENDALE MEADOWS PU	330.00	PEPPINO'S/ALLENDALE
FRESH COAST PLANNING LLC	JMM/46TH AVE SLU SAND MINING	374.00	JMM/46TH AVE SLU SAN
FRESH COAST PLANNING LLC	M45 LLC GAS STATION	154.00	M45 LLC GAS STATION
FRESH COAST PLANNING LLC	SUPERIOR ALLENDALE-FARMER'S MA	11.00	SUPERIOR ALLENDALE-F
FRESH COAST PLANNING LLC	MINI STORAGE DEPOT-64TH ST LLC	88.00	MINI STORAGE DEPOT-6
FRESH COAST PLANNING LLC	HIGHPOINT REAL ESTATE-METRO HE	176.00	HIGHPOINT REAL ESTAT
FRESH COAST PLANNING LLC	5015 WARNER SAND MINING	1,001.00	5015 WARNER SAND MIN
FRESH COAST PLANNING LLC	DEWPOINTE WEST 4	330.00	DEWPOINTE WEST 4
FRESH COAST PLANNING LLC	6138 LMD-PUD-SIGNATURE LAND DE	561.00	6138 LMD-PUD-SIGNATU
ILLINOIS STATE DISBURSEMENT UNIT	GARNISHMENTS	341.54	GARNISHMENTS
KRISTI SPRINGER	VETERAN'S MEMORIAL BRICKS	75.00	VETERAN'S MEMORIAL B
OTTAWA COUNTY TREASURER	Due To County	189.00	Due To County
WEST MICHIGAN HOSTA SOCIETY	Hall Rental Income	20.00	Hall Rental Income
Total: 000.000		23,411.72	

Department: 100.000 Water

ACENTEK	Telephone	76.85	TELEPHONE
ADVANCED HYDROVAC INC	Maintenance	2,525.00	Maintenance
AGILE SAFETY LLC	SUPPLIES-MISC	41.25	SUPPLIES-MISC
ALLENDALE TRUE VALUE HDWE INC	SUPPLIES-MISC	159.21	SUPPLIES-MISC
AMBS CALL CENTER	Contracted Services	60.00	Contracted Services
DTE ENERGY	Heat - Metering Station	525.55	Heat - Metering Stat
ETNA SUPPLY COMPANY	Meter Cost	4,562.00	Meter Cost
FLEIS & VANDENBRINK ENG'G INC	Professional Services	1,986.94	Professional Service
H2O COMPLIANCE SERVICES INC	Contracted Services	437.50	Contracted Services
INTERSTATE BILLING SERVICES INC	Truck Maintenance	55.86	Truck Maintenance
MAC'S HEATING & COOLING, INC.	Maintenance	75.00	Maintenance
MICHIGAN RURAL WATER ASS'N	Seminars	310.00	Seminars
MUTUAL OF OMAHA INSURANCE COMPAN	Life Insurance - Employer	28.96	Life Insurance - Emp
MUTUAL OF OMAHA INSURANCE COMPAN	Disability Insurance	92.42	Disability Insurance
MUTUAL OF OMAHA INSURANCE COMPAN	Employers Health Insurance	488.88	Employers Health Ins
PAYTON SHELAFEO	Dues	95.00	Dues
PREIN & NEWHOF PC INC	Contracted Services	30.00	Contracted Services
SMART BUSINESS SOURCE LLC	OFFICE SUPPLIES	97.21	OFFICE SUPPLIES
SMOES, TWYLA	Utility Charges	82.77	Water
TOLMAN'S AUTO TECH GROUP INC	Truck Maintenance	506.53	Truck Maintenance
UTILITY FINANCIAL SOLUTIONS LLC	Professional Services	6,000.00	Professional Service
VERIZON WIRELESS	Telephone	256.10	TELEPHONE
VISION SERVICE PLAN	Employers Health Insurance	84.25	Employers Health Ins
WEX BANK	Gas & Oil	405.16	Gas & Oil
WOLVERINE POWER SYSTEMS	Maintenance	655.60	Maintenance
Total: 100.000 Water		19,638.04	

Department: 101.000 Township Board

DAVID A VERMILYE	Contracted Services	450.00	Contracted Services
Total: 101.000 Township Board		450.00	

Department: 200.000 Sewer

ACENTEK	Telephone	355.41	TELEPHONE
ADVANCED HYDROVAC INC	GENERAL MAINTENANCE	2,325.00	GENERAL MAINTENANCE
AGILE SAFETY LLC	SUPPLIES-MISC	41.25	SUPPLIES-MISC
AGILE SAFETY LLC	WRRF MAINTENANCE	195.00	WRRF MAINTENANCE
AGILE SAFETY LLC	Safety Equipment	559.95	Safety Equipment
ALLENDALE TRUE VALUE HDWE INC	SUPPLIES-MISC	148.68	SUPPLIES-MISC
AMBS CALL CENTER	Contracted Services	60.00	Contracted Services
DTE ENERGY	Heating Fuel	38.60	Heating Fuel
FIXALL ELECTRIC MOTOR SERVICE IN	WRRF MAINTENANCE	126.31	WRRF MAINTENANCE
FLEIS & VANDENBRINK ENG'G INC	Professional Services	5,091.75	Professional Service
INFRASTRUCTURE ALTERNATIVES INC	COLLECTION SYSTEM MAINTENANCE	920.00	COLLECTION SYSTEM MA
INTERSTATE BILLING SERVICES INC	Truck Maintenance	55.87	Truck Maintenance
KERR PUMP & SUPPLY INC	WRRF MAINTENANCE	42.88	WRRF MAINTENANCE
MOORE & BRUGGINK INC	Professional Services	3,118.66	Professional Service
MUTUAL OF OMAHA INSURANCE COMPAN	Life Insurance - Employer	28.96	Life Insurance - Emp
MUTUAL OF OMAHA INSURANCE COMPAN	Disability Insurance	92.42	Disability Insurance
MUTUAL OF OMAHA INSURANCE COMPAN	Employers Health Insurance	488.88	Employers Health Ins
SMART BUSINESS SOURCE LLC	OFFICE SUPPLIES	97.21	OFFICE SUPPLIES
TOLMAN'S AUTO TECH GROUP INC	Truck Maintenance	506.53	Truck Maintenance
UTILITY FINANCIAL SOLUTIONS LLC	Professional Services	6,000.00	Professional Service
VERIZON WIRELESS	Telephone	296.11	TELEPHONE
VISION SERVICE PLAN	Employers Health Insurance	84.25	Employers Health Ins
VWR SCIENTIFIC PRODUCTS	LAB SUPPLIES	156.02	LAB SUPPLIES
WEX BANK	Gas & Oil	405.15	Gas & Oil
Total: 200.000 Sewer		21,234.89	

Department: 215.000 Clerk

MLIVE MEDIA GROUP	Printing & Publishing	1,078.25	Printing & Publishin
Total: 215.000 Clerk		1,078.25	

Department: 248.000 General Office

ALLIED MECHANICAL SERVICES, INC.	INFRASTRUCTURE COSTS	16,831.80	INFRASTRUCTURE COSTS
FLEIS & VANDENBRINK ENG'G INC	INFRASTRUCTURE COSTS	2,434.00	INFRASTRUCTURE COSTS
MTA	Miscellaneous	16.00	Miscellaneous
US BANK EQUIPMENT FINANCE	Computer Maintenance	162.64	Computer Maintenance
VERIZON WIRELESS	CELL PHONE	48.88	CELL PHONE
VERIZON WIRELESS	Miscellaneous	6.00	Miscellaneous
Total: 248.000 General Office		19,499.32	

Department: 265.000 Building & Grounds

ACENTEK	Telephone	845.55	TELEPHONE
ALLENDALE AREA CHAMBER OF COMMER	Miscellaneous	100.00	Miscellaneous
ALLENDALE TRUE VALUE HDWE INC	Maintenance	319.03	
BRENDA BORST	Contracted Services	928.00	Contracted Services
DTE ENERGY	Heating Fuel	993.60	Heating Fuel
FAMILY FARM & HOME INC	Maintenance	215.33	Maintenance
GRAINGER	Maintenance	19.70	Maintenance
POTLUCK PICK-UP INC	Trash	1,045.00	Trash
THE ARCHITECTURAL GROUP INC	BUILDING IMP-FIRE	37,930.00	BUILDING IMP-FIRE
VERIZON WIRELESS	Cell Phone	65.46	CELL PHONE
Total: 265.000 Building & Grounds		42,461.67	

Department: 300.000 Administration

ADOBE INC	Computer Maintenance	720.38	Computer Maintenance
Total: 300.000 Administration		720.38	

Department: 336.000 Fire Dept.

ACTIVE911 INC	Computer Maintenance	522.28	Computer Maintenance
GRAINGER	Equipment Maintenance	281.78	Equipment Maintenance
GRAINGER	Scba Maintenance	58.37	Scba Maintenance
KUSTOM DEZINS LLC	New Equipment	100.00	New Equipment
VERIZON WIRELESS	Cell Phone	102.87	CELL PHONE
WEST SHORE FIRE INC	MAINTENANCE FOR 122	5,583.01	MAINTENANCE FOR 122
WEST SHORE FIRE INC	Equipment Replacement	78.00	Equipment Replacemen
WEX BANK	Gas & Oil	3.59	Gas & Oil
WEX BANK	Fuel For 121	128.49	Fuel For 121
WEX BANK	Truck Fuel Truck 122	133.26	Truck Fuel Truck 122
WEX BANK	Fuel For 141	120.66	Fuel For 141
WEX BANK	Fuel For 161	144.69	Fuel For 161
WEX BANK	FUEL FOR 170	299.74	FUEL FOR 170
WEX BANK	Fuel For 171	167.70	Fuel For 171
WEX BANK	Fuel For 190	142.15	Fuel For 190
WOLBRINK EDUCATION LLC	Medical Training	538.00	Medical Training
Total: 336.000 Fire Dept.		8,404.59	

Department: 371.000 Inspection Department

MUTUAL OF OMAHA INSURANCE COMPAN	Life Insurance - Employer	3.09	Life Insurance - Emp
MUTUAL OF OMAHA INSURANCE COMPAN	Disability Insurance	5.10	Disability Insurance
MUTUAL OF OMAHA INSURANCE COMPAN	Life Insurance - Employer	6.18	Life Insurance - Emp
MUTUAL OF OMAHA INSURANCE COMPAN	Disability Insurance	17.21	Disability Insurance
MUTUAL OF OMAHA INSURANCE COMPAN	Employers Health Insurance	87.06	Employers Health Ins
PROFESSIONAL CODE INSPECTIONS IN	Contracted Services	21,197.70	Contracted Services
SMART BUSINESS SOURCE LLC	Miscellaneous	41.46	Miscellaneous
VISION SERVICE PLAN	Employers Health Insurance	14.37	Employers Health Ins
Total: 371.000 Inspection Department		21,372.17	

Department: 400.000 Planning Commission

GBS INC	Printing & Publishing	231.39	Printing & Publishin
Total: 400.000 Planning Commission		231.39	

Department: 408.000 Planning & Zoning Department

FLEIS & VANDENBRINK ENG'G INC	Contracted Services	7,613.97	Contracted Services
FRESH COAST PLANNING LLC	Contracted Services	3,355.00	Contracted Services
Total: 408.000 Planning & Zoning Department		10,968.97	

Department: 447.000 Highway M-45

ALLENDALE TRUE VALUE HDWE INC	Irrigation Maintenance	2.89	Irrigation Maintenan
ALLENDALE TRUE VALUE HDWE INC	Pole And Lights Maintenance	47.94	Pole And Lights Main
Total: 447.000 Highway M-45		50.83	

Department: 448.000 Street Lights

BILL PAYMENT CENTER	Electricity	19.04	Electricity
Total: 448.000 Street Lights		19.04	

Department: 790.000 Library

ALLENDALE TRUE VALUE HDWE INC	Maintenance	129.89	MAINTENANCE
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03/04/2021 03:52 PM  
User: DENISE  
DB: ALLENDALE

INVOICE APPROVAL BY DEPT FOR ALLENDALE CHARTER TOWNSHIP  
EXP CHECK RUN DATES 03/09/2021 - 03/09/2021  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN

Page: 4/4

AMAZON	Supplies	67.96	SUPPLIES
AMAZON	PROGRAMMING	221.42	PROGRAMMING
AMAZON	BOOKS PURCHASED	201.41	BOOKS PURCHASED
AMAZON	Childrens Books Purchased	389.83	CHILDRENS BOOKS PURC
AQUA BLUE AQUARIUM SOLUTIONS	Contracted Services	55.00	Contracted Services
DTE ENERGY	Heating Fuel	512.02	Heating Fuel
LAKELAND LIBRARY COOPERATIVE	Supplies	259.74	Supplies
MIDWEST TAPE LLC	DIGITAL COLLECTION	984.88	DIGITAL COLLECTION
OFFICE MACHINES COMPANY INC	Copier Maintenance	151.84	Copier Maintenance
POTLUCK PICK-UP INC	Trash	181.50	Trash
THE GRAND RAPIDS PRESS	BOOKS PURCHASED	114.40	BOOKS PURCHASED
UNIQUE MANAGEMENT SERVICES INC	Contracted Svcs - Collections	71.60	Contracted Svcs - Co
Total: 790.000 Library		3,341.49	

Department: 852.000 Hospital Reimbursement

MUTUAL OF OMAHA INSURANCE COMPAN	Employers Health Insurance	1,394.51	Employers Health Ins
VISION SERVICE PLAN	Employers Health Insurance	228.44	Employers Health Ins
Total: 852.000 Hospital Reimbursement		1,622.95	

Department: 853.000 Employee Life Insurance

MUTUAL OF OMAHA INSURANCE COMPAN	Life Insurance - Employer	123.45	Life Insurance - Emp
MUTUAL OF OMAHA INSURANCE COMPAN	Disability Insurance	354.39	Disability Insurance
Total: 853.000 Employee Life Insurance		477.84	

\*\*\* GRAND TOTAL \*\*\*

174,983.54

# Allendale

CHARTER TOWNSHIP

*"Where community is more than just a concept!"*

February 26, 2021

Township Board of Trustees:

The Allendale Area Chamber of Commerce has a vacancy on their Board of Directors. The Chamber has invited the Township Board to have a staff member fill that vacancy.

I have discussed the position with the Chamber, and I support their request. I recommend to the Board of Trustees that we appoint Kevin Yeomans to sit on their Board of Directors for a three year term.

As always, please let me know if you have any questions or comments.

Thank you for your consideration,



Adam Elenbaas  
Township Supervisor

Treasurer's report for Board Meeting dated Monday, March 8, 2021

Interim Payments:

<u>Date</u>	<u>Check #</u>	<u>Amount</u>	<u>Vendor</u>	<u>Description</u>
2/24/2021	99654	\$4,500.00	Westin Technology Solutions LLC	E.Ris Partnership / Support

\$4,500.00 TOTAL

General Fund Cash Balance at board meeting dated 3/8/2021

Checking Account	\$	4,885,770.00
Liquid Investment	\$	259,333.00
CD	\$	7.00
Total	\$	5,145,110.00

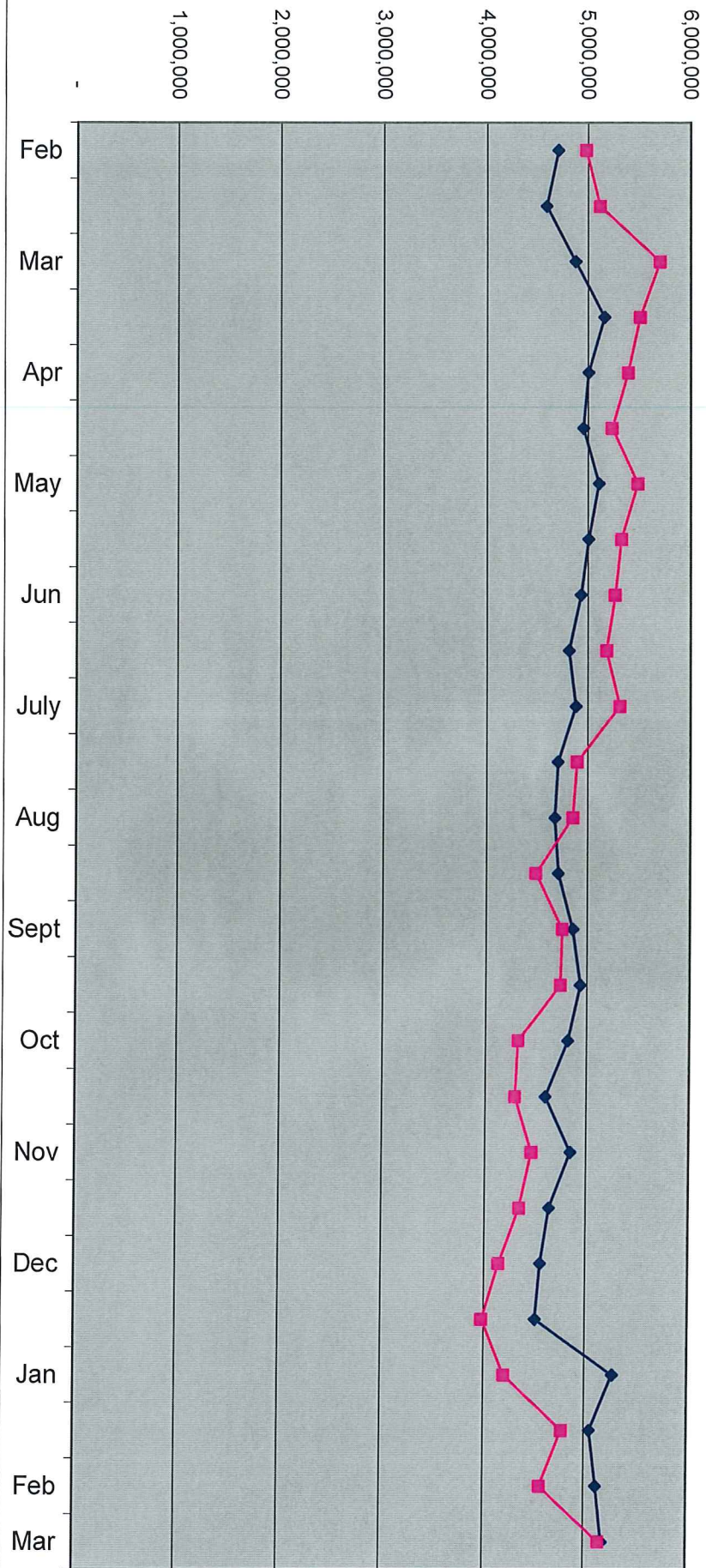
**Note: Does not include today's Accounts Payable run**

Last board meeting balances

Checking Account	\$	4,297,299.00
Liquid Investment	\$	259,321.00
CD	\$	7.00
Total	\$	4,556,627.00

Last year at this time the balance was	\$	5,176,492.00
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# 2019 - 2021 GENERAL FUND BALANCES



**ALLENDALE CHARTER TOWNSHIP  
PLANNING COMMISSION MEETING**

***February 15, 2021***

***7:00 p.m.***

***Via Zoom Software***

1. Meeting called to order
2. Roll Call  
Present: Westerling, Adams, Schut, Kelley, Zeinstra, Longcore  
Absent: Zuniga  
Staff Present: Greg Ransford  
Other Guests Present: Brett Butler, Kim Cannata, Betty Culbertson, Jason Howland, Kelli McGovern, Patrick Morrow, Joel Paauwe, Lora Richmond, Cathy Schmidt, Catherine Seaver, Brian Sikma, Mike Tiesma
3. Received for information: no information received.
4. Motion by Schut to approve the February 1, 2021 meeting minutes. Seconded by Adams.  
**Approval 6-0**
5. Motion by Longcore to approve the February 15, 2021 Planning Commission Agenda as presented. Seconded by Zeinstra. **Approval 6-0**
6. Public Comments for *non-public hearing items*:  
*Chairperson Longcore opened the public comment section for non-public hearing items. Kelli McGovern facilitated the public comments beginning with the callers, proceeding to participants using the web or app. After all comments were finished, Chairperson Longcore closed the public comment section.*
  1. Brett Butler, representative of Metro Health – No comment
  2. Brian Sikma, representative of Metro Health – No comment
  3. Catherine Seaver, Allendale – Comments regarding Commissioner Kelley
  4. Jason Howland – Comments to Planning Commission regarding purpose of Public Comments
  5. Cathy Schmidt, Allendale – Comments regarding Commissioner Kelley and Park Statues
  6. Joel Paauwe, Allendale – Comments regarding Commissioner Kelley
  7. Kim Cannata, Allendale – Comments regarding Commissioner Kelley and purpose of Public Comments
  8. Mike Tiesma, representative of Midwest Sign – No comment
  9. Patrick Morrow: No comment
7. Public Hearings: no public hearings were scheduled.
8. Site Plan Review: no site plans were scheduled for review.
9. Old Business:
  - a. Metro Health Signage—4830 Becker Drive  
Planner Ransford briefed the Commission for the purpose of the public present that Metro Health medical facility had been approved for a location on the northwest corner

of 48<sup>th</sup> Avenue and Lake Michigan Drive, part of the University Park Planned Development. Discussions were ongoing and the applicant had submitted signage specifications that exceeded current zoning ordinance regulations. The Planning Commission had offered two alternatives:

- 1) Compliance with the current zoning regulations
- 2) Return with mockups from different vantage points to prove that an amendment would be appropriate.

Mr. Steve Witte of Nederveld was unavailable to present as in previous meetings. Mr. Brett Butler, a representative of Metro Health introduced Mr. Mike Tiesma, the Account Representative with Midwest Sign to present an update a package of three mock-ups to the Commission:

- **Sign A:** a large monument sign proposed for the corner of 48<sup>th</sup> Avenue and Lake Michigan Drive, drawn at their desired 150 square foot size.
- **Sign B:** second option, a scaled back version drawn 50 square feet smaller.
- **Sign X:** a version drawn following the guidelines of the ordinance.

Mr. Tiesma summarized the smaller sign was difficult to see when travelling east and west and urged Commissioners to consider the proposed 10'x15' sign as an appropriate size given the set-back location, speed of traffic, and visibility issues of the Lake Michigan Drive area.

Mr. Zeinstra reviewed the current definition of height and how the sign was measured, and Mr. Butler reiterated the visibility challenge from the east bound traffic side and the sign needing to clear the height of the guardrail. Mr. Tiesma provided some view options, again noting that the smaller sign disappeared behind the guardrail on the eastbound traffic decision point.

Planner Ransford and Mr. Zeinstra discussed where the 10' height was measured from, and Mr. Zeinstra voiced concerned that a sign on M-45 would possibly obstruct the view of drivers looking for a road or drive to turn down when looking for the building. He was not opposed to Sign B but thought that Sign A seemed too large.

Mr. Brian Sikma, also a representative of Metro Health, noted their unique situation, attributing to why the applicant was asking for larger sizes for three of the five signs. His reasoning involved: 1.) the site having three road frontages, 2.) the building front unable to be on the main road, 3.) the site topography requiring the building to be set off a substantial distance, and 4.) the location being on a high-speed road. He suggested that the PUD made it possible for the Commission to have more latitude but understood their concern about setting a precedent. He expressed significant time had been spent to make the signage fit within the guidelines and encouraged the Commission to consider the study done examining the patient base and demographics to determine their proposed and desired sizes.

Mr. Westerling agreed with Sign B being too small, but Sign A being too large.

Planner Ransford checked earlier information and clarified that both the ground mounted signs had exceeded the maximum height allowed which was also a consideration in the meeting.

It was suggested by Mr. Schut that sign height might be gained from gradual grade or berming to increase visibility. He also asked if the Metro Health building could be considered multi-tenant as a possible means to allow expanding the size of the sign.

Mr. Butler agreed to pursuing the option of elevation but noted some concerns relative to the location. He explained some communities included different types of service on their signage, but their chosen sign was not multi-tenant. He considered it a way finding sign not an advertising sign. He was open to considering the advertising type sign, so long as the signage size could stay at the proposed size and agreed to Mr. Tiesma to creating another concept for the Commission.

Mr. Tiesma gave an example of a highway billboard at 14'x48' vs. the Metro Health sign drawn at 10'x15'. By comparison, he believed the sign size to be very appropriate given the distance off the road. He noted that the renderings were also drawn close to scale and fit the space.

Mr. Schut clarified he envisioned a nicely elevated and landscaped raised grade to gain visibility. His understanding was that the only way for the Commission to allow the requested change was to amend the PUD. Planner Ransford confirmed Mr. Schut was correct in that the PUD by default simply said the signage had to meet the ordinance, and the PUD itself would have to allow for those variations. In addition, there was a short list of criteria for the applicant to consider deviations if an amendment to the PUD is pursued.

Chairperson Longcore shared his preference for the Commission to control the signage rather than the ZBA. He agreed with Mr. Westerling and Mr. Zeinstra that Sign A was too large and recommended raising Sign B through grade elevation as a sufficient solution. Mr. Adams disagreed, believing the ordinance size to be sufficient particularly with the well-recognized logo branding and that Sign B did not need increased size or elevation.

Mr. Butler responded that the logo was "unofficially" in the process of being modified and desired continued focus on the sign size not the brand for effective way finding. He acknowledged he would be willing to work with Mr. Tiesma and Mr. Witte to work on a variation and redesign of Sign B.

Mr. Adams again stated that Sign B was twice as large as the current ordinance and would not have a problem of visibility, even without landscaped elevation. Mr. Kelley agreed.

Mr. Tiesma explained that Sign B would be adequate on a normal parcel of land, however, with the building sitting a significant distance away from the sign, it necessitated the larger sign to attract patients driving in any direction to not miss the second driveway if they missed the first entrance. Mr. Butler verified the address of 4830 Becker Drive at Mr. Schut's request adding it was not a well-known road, thus the larger sign request.

Mr. Kelley inquired if patients making appointments were given address verification and location. Mr. Butler explained a protocol was followed, but patients still struggled to find locations. He explained that the city of Wyoming had made changes to their PUD and had allowed additional signage on overhead street signs and poles to increase navigation. He agreed with Mr. Kelley's assessment perfect results were impossible, but that even small changes helped. He gave the example that the number of phone calls from patients asking for directions to the Metro Health hospital decreased after the changes in Wyoming had been implemented.

Mr. Sikma again reminded the Commission that the building was a valuable entity within the community and did not feel the sign would set a precedent for future businesses. Mr. Zeinstra voiced his support for Sign B and the height, measured from the center line off the road.

There was discussion and clarification among the Commissioners, Mr. Butler, and Mr. Tiesma that the sign needed to be 72' off the edge of the road due to the right of way. The Metro Health sign measurement was compared to other signs that were typically about 25 to 30 feet off the road. Mr. Westerling voiced his support for Sign B.

Mr. Kelley asked Planner Ransford if the PUD were amended would other areas in the vicinity also be allowed similar sized signage. Planner Ransford explained it would be at the discretion of the Commission. If the applicant submitted it, they could be limited to the scope of their property. If the Commission felt it was appropriate to address the entirety of the PUD, then it could be more than just a particular parcel within the University Park PUD.

Mr. Kelley affirmed that if it were defined only for that location, he would support Sign B, while Mr. Schut said he was not opposed to Sign B. Mr. Zeinstra said that a review of the PUD indicated that this was the only area that the ravine and extra right of way would impact, applying only to that parcel.

Mr. Adams remained opposed due to the large size of the building and sign, stating that the ordinance requirements provided sufficient visibility. Chairperson Longcore suggested discussing the building sign rendering visibility from Lake Michigan Drive.

Mr. Butler explained it would be seen more quickly by westbound travelers as all obstruction had been removed on the northeast corner of 48<sup>th</sup> Avenue and Lake Michigan Drive. The heavily wooded ravine in front would exclude visibility until much closer to the intersection of 48<sup>th</sup> Avenue. The intent was for the sign to be visible early enough to make the roundabout turn, entering through University Parkway rather than going past 48<sup>th</sup> Avenue to Boulevard turn, coming back to 48<sup>th</sup> Avenue and back to the building.

Mr. Adams concluded he could still not justify the larger sign per Mr. Butler's explanation. Mr. Butler explained travelling from an east bound direction would require almost being on top of the site and passing 48<sup>th</sup> Avenue before seeing building signage. In either direction, the goal was to allow enough time for drivers to slow down and prepare to turn without congesting the boulevard turn and impacting traffic efficiency,

safety, and patient appointment/treatment timing. Mr. Adams expressed that any delay in that instance would be minute.

Mr. Sikma commented that the monument sign was important to connecting it to the building. Mr. Tiesma added it had been challenging simply to get an unblocked photo for their renderings because of the heavier traffic, and Mr. Butler affirmed their desire to decrease the amount of turns for the safety of their patients based on their past successful experiences of opening facilities.

Both Mr. Sikma and Mr. Butler reiterated they had a wide scope of patients, but that the goal for all was patient safety. Mr. Butler cited their Cascade location being moved one-half block from the highway for safer transmission entering and exiting. Mr. Butler acknowledged he was supportive of making compromises to improve safety and way finding while still maintaining the standards and process of the Commission.

During the discussion, Mr. Schut identified an error in the calculations for the dimensions of the south sign. He referred to Sleep Inn and asked if that project had set any precedent that would help with the current Metro Health project but still felt that an exception should not be permitted.

Chairperson Longcore and Mr. Schut briefly discussed whether Family Fare was a precedent and considered that it was larger, multi-tenant, but were somewhat uncertain, as it preceded their time on the Commission.

Planner Ransford then verified he had found a discrepancy in one of the site plan numbers and worked to verify the floor plan.

Mr. Westerling asked which of the Metro Health wall signs were compliant with the ordinance, and Mr. Butler confirmed that their north and east signs on the building were compliant. Chairperson Longcore asked Mr. Westerling if he was referring to Sign X being compliant, and Mr. Westerling mentioned that by the 232 sq. ft measurement it was but would not be based on the new calculation.

Planner Ransford said that his calculation was 171 ½ square feet to Mr. Schut's rounded up calculation of 173 square feet. With calculation changes, Mr. Westerling asked if that meant all three wall signs were compliant. Mr. Schut said he believed the north wall to be compliant and the east wall to be slightly over but close. He also questioned if the blueprint showing future expansion would change the calculations. Planner Ransford confirmed it would allow for another 22 square feet on the south and north sides.

Mr. Tiesma asked for clarification on the 173 square feet being allowable on the north and south sides of the building and Planner Ransford confirmed.

Mr. Sikma asked if the additional square footage not being used on the north side might be able to be utilized on the opposite side of the building on the south elevation, but Mr. Schut was concerned it would mean changing the ordinance or amending the PUD. Chairperson Longcore acknowledged the PUD could be amended, and according to Planner Ransford the parcel could be site specific. Planner Ransford confirmed to the Commission that if the PUD were amended it would require a public hearing following the same process for a new PUD.

Mr. Adams asked for clarification stating that he believed the south sign on the building was larger than what the ordinance allowed and based on the current information he could not support the change.

Mr. Butler then asked if amending the request to go with Sign B on M-45, the less than compliant sign shown on the north side, the compliant sign on the east side of the building, the larger sign on the south side of the building and dropping the size of the monument sign on the Becker side to the ordinance size or slightly smaller, would be an adequate compromise.

Mr. Zeinstra, Chairperson Longcore, Mr. Westerling, and Mr. Kelley agreed to the options given by Mr. Butler. Mr. Schut remained opposed and proposed Metro Health build the structure first with temporary signage, then amend the PUD for the Commission to first see the structure in relation to the size of the sign. Both Mr. Tiesma and Mr. Sikma expressed concern about the timing issue of the whole process and avoiding the look of any temporary signage. Mr. Tiesma reiterated the sign renderings on the building were precise, drawn-to-scale, and an accurate depiction of the final product, however, Mr. Schut remained apprehensive about future exceptions. Mr. Butler affirmed he understood their position, but that the location had been chosen due to proximity of the university and the bus line and asked for additional consideration.

Mr. Adams pointed out that the Commission had not yet seen the monument sign rendering in compliance with the ordinance and preferred to see one before finalizing a decision. In response, Mr. Butler reminded the Commission they had been working somewhat within the parameters of incorrect information.

Chairperson Longcore explained that while several of the Commissioners were supportive of some of the aspects of their suggested compromises, the Commission still needed to see renderings drawn according to ordinance requirements.

Mr. Butler thanked Chairperson Longcore and asked for an overview of the process for the PUD amendment to the Planning Commission. Planner Ransford detailed the steps and the Commission asked Planner Ransford to proceed with setting up a public hearing. Mr. Butler, Mr. Sikma, and Mr. Tiesma thanked the Commission for their time and listening to their request. In closing, Planner Ransford sought clarification that once corrections were made to the south façade and materials updated, the hearing would be scheduled. Chairperson Longcore confirmed that was correct.

#### 10. Work Program – Tree Preservation Language

Planner Ransford summarized for the public an ordinance adopted by Park Township in Ottawa County. He reiterated nothing had been scheduled for a public hearing and the Commission was reviewing revisions made in the last meeting to the language for Allendale Township.

Mr. Schut raised concerns about some of the language restricting any tree cutting prior to submitting a plan. Mr. Ransford provided an explanation and court case example.

The Commissioners discussed the proposed language, how to address non-compliance, and language on tree stands and tree canopies being preserved “to the extent possible.”

Additional discussion involved possible setting a percentage of trees that must remain, and how to address trees removed years prior without the new owner's knowledge.

Mr. Zeinstra agreed clear cutting the site was not the answer, but rather incorporating them into their design where possible with proof if the argument were that none could be saved. Chairperson Longcore agreed the goal was not to prevent property owners from doing work on their property, but not clear cutting their property in preparation for development, then having to re-forest and re-plant.

Planner Ransford agreed to prepare revisions to the language for the Commission to review based on comments provided.

#### 11. Section 24.06H – Standards for Approval of Waste Disposal Facilities

Planner Ransford recapped the need to reexamine the language regarding dumpster enclosures to have a certain width whether, or not, it contained one or two dumpsters, as well as an aesthetic enclosure matching the building. He explained the current language requiring a drive approach of a certain length for the truck to service it and requiring an all-enclosure. Concerns have been raised to the Commission over time and the discussion has come about to re-examine and see if any changes are necessary.

Mr. Zeinstra raised a question about the language including an exception for storage building areas on commercial and industrial properties which are fenced and screened not requiring a separate enclosure. Mr. Westerling agreed. Mr. Schutt added that the existing storage fencing would need to include the concrete reinforced 6" bollards and other items consistent with the language already proposed.

Planner Ransford agreed to prepare revisions to the language for the Commission to review based on comments provided.

#### 12. Section 24.06 J. Standards of Approval on Building Appearance.

Mr. Ransford explained that Section 24.06J had certain minimum requirements for commercial and industrial architecture, as well as multi-family developments. The Planning Commission had made a note in months past to this work program about the maximum of 40% glass for a commercial building, a current provision in the zoning ordinance. Recent site plans had used Spandrel glass or similar material that is not a genuine window that one would typically see, so the question was raised if aesthetically proper buildings could be achieved with more than 40% glass, and that some clarity might be needed in how the current language reads.

Chairperson Longcore recommended language indicating at least a minimum of 10% glass, not windows on building frontage. Mr. Westerling, Mr. Schut, Mr. Adams, and Mr. Kelly agreed.

Planner Ransford agreed to prepare revisions to the language for the Commission to review based on comments provided.

13. Second Public Comment

*Chairperson Longcore opened the public comment section for non-public hearing items. Kelli McGovern facilitated the public comments, beginning with the callers, proceeding to participants using the web or app. After all comments were finished, Chairperson Longcore closed the second public comment section.*

1. Catherine Seaver, Allendale – Comments regarding Commissioner Kelley
2. Cathy, Allendale – Comments regarding Commissioner Kelley
3. Joel Paauwe, Allendale – Comments regarding Commissioner Kelley
4. Kim Cannata, Allendale – Comments regarding the Metro Health Signage

14. Township Board Reports

Bruce Zeinstra reported that they had a Sheriff's update regarding community policing and assigned liaisons to the various boards and committees.

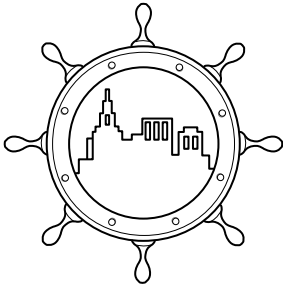
15. Commissioner and Staff Comments

Planner Ransford reminded the Commission of Allendale Baptist Church and the requirements they had been asked to meet one year ago. He asked if the Commission would prefer to schedule a hearing or have a meeting prior to the hearing. Upon the recommendation of Mr. Zeinstra, it was decided to schedule a public hearing, but to review the applicant information prior to the public hearing.

16. Chairperson Longcore adjourned at 9:43 p.m.

**Next meeting Monday, March 1, 2021 at 7:00 p.m.**

*Planning Commission Minutes respectfully submitted by Lora Richmond*



## Fresh Coast Planning

950 Taylor Avenue, Ste 200  
Grand Haven, MI 49417  
www.freshcoastplanning.com

**Gregory L. Ransford, MPA**  
616-638-1240  
greg@freshcoastplanning.com

**Lindsay R. Mohr, MPA**  
248-990-3525  
lindsay@freshcoastplanning.com

**Julie Lovelace**  
616-914-0922  
julie@freshcoastplanning.com

**Brian Werschem**  
231-206-4821  
bwerschem@gmail.com

# MEMORANDUM

To: Allendale Charter Township Board of Trustees  
From: Gregory L. Ransford, MPA   
Date: January 22, 2021  
Re: Hidden Shores West Planned Unit Development – Major Amendment

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Pursuant to Article 12 – Planned Unit Development District of the Allendale Charter Township Zoning Ordinance (ACTZO), attached is a Final Planned Unit Development (PUD) and Final Site Plan from Nederveld to amend the Hidden Shores West PUD as a result of their request to create a wetland as well as construct two pavilions, located at two separate locations. The wetland will replace 11 evergreen trees, a walking path with six park benches, and a play structure. As you may know, the applicant constructed the wetland without property Township approvals. Given this, the submission is after-the-fact. The proposed amendment does not otherwise alter road layouts, lot layouts, street trees, and etcetera. The request is limited to only the wetland creation and pavilion construction.

### Planning Commission Actions

The Allendale Charter Township Planning Commission (ACTPC) reviewed the Final PUD Site Plan at their January 18, 2021 meeting, following a public hearing at their August 17, 2020 meeting, with minimal neutral public comment.

### *Recommendation*

The ACTPC provided a recommendation of approval, with conditions, of the Final PUD Site Plan through the attached resolution, by a vote of 6-1. The resolution is drafted to be adopted by the Allendale Charter Township Board of Trustees (ACTBT). As you will note, a couple placeholders exist within the conditions portion of the resolution in the instance the ACTBT desires additional conditions.

### Board of Trustees Responsibilities

### *Review Procedure*

Pursuant to Section 12.07E – Procedures, Step 5 Township Board Action and Public Hearing of the ACTZO, the ACTBT shall review the Final PUD Site Plan, the related PUD site plan resolution, as well as the proceedings and recommendation of the Planning Commission. The ACTBT shall make its findings based on the PUD standards for approval provided in Section 12.08 of the ACTZO. For your convenience, below is a copy of Section 12.08 as we provided it to the ACTPC.

### Planned Unit Development Standards for Approval

As you are aware, Section 12.08 – Standards for Approval of the Allendale Charter Township Zoning Ordinance (ACTZO) provides your standards of review when deliberating regarding a Planned Unit Development site plan application. In that regard, below is copy of said Standards for Approval as well as our response to each in italic font, in an effort to assist you with your review of the request.

## Section 12.08 STANDARDS FOR APPROVAL

A PUD shall be approved only if it complies with each of the following standards as applicable.

- A. The PUD complies with all qualifying conditions of this PUD ordinance.

*Section 12.03 of the ACTZO provides for two (2) qualifying conditions: Minimum Size and Common Ownership. The minimum size required for a PUD is three (3) acres unless the Board of Trustees approves a lesser acreage by finding the proposed project satisfies one or more standards. Given that the existing property exceeds three (3) acres in area, it appears that this condition has been met.*

*In regards to the qualifying condition concerning Common Ownership and given that the property within the PUD is under common ownership, it appears that this condition has been met. As a result, this overall standard appears to be met.*

- B. The uses to be conducted within the PUD are substantially consistent with the Allendale Charter Township Master Plan OR based on the design of the PUD and the conditions imposed, the proposed uses are appropriate for the proposed location and are not likely to affect the recommendations of the Master Plan for the larger area where the PUD is to be located.

*Given the narrow scope of the requested amendment, which maintains the general character of the development and blends with the existing natural area, it appears that this standard has been met.*

- C. The PUD is compatible with surrounding uses of property and the natural environment.

*As noted above, we believe the use is compatible with the natural environment. Pending comments received at the public hearing, we anticipate that this standard will be met.*

- D. The PUD will not result in significant adverse effects upon nearby or adjacent lands, and will not significantly change the essential character of the surrounding area.

*Again, as noted further above, but pending comments received at the public hearing, we anticipate that this standard will be met.*

- E. The proposed development is consistent with the spirit of the PUD District, as described in this Article and represents an opportunity for improved or innovative development for the community that could not be achieved through conventional zoning.

*While we do not necessarily believe that the proposed amendment represents an opportunity for improved or innovative development for the community that could not be achieved through conventional zoning, we nonetheless do not believe that the amendment reduces the opportunity for improved or innovative development that was provided by the initial PUD approval. As a result, and based on your preliminary review findings, it appears that this standard has been met.*

- F. The PUD preserves and maintains mature woodlands, fields, pastures, meadows and creates sufficient buffer areas to minimize conflicts between residential and agricultural uses.

*While the overall layout of the PUD is generally not impacted by the proposed amendment, the wetlands create a larger preservation of natural areas and increases a non-developable buffer between lots within the development. While no agricultural land is adjacent to be impacted by the proposed amendment, it appears that this standard has been met.*

- G. The individual lots, buildings, roadways, and open space areas within the PUD are designed to minimize the alteration of environmental site features.

*Given that the proposed amendment does not impact any lot, building, or roadway, and because the open space area is proposed to be maintained as an environmental feature through the wetland, it appears this standard has been met. Further, the proposed pavilions do not alter any environmental site features.*

- H. The PUD can be adequately served by public utilities such as police and fire protection or public or on-site community water or sanitary sewer.

*Given that all relevant Township Departments did not express any concerns in these regards, and given that public sanitary sewer and public water exists within the project, it appears that this standard has been met.*

- I. If the PUD is to be completed in phases, the PUD shall be designed so that each phase is complete in and of itself, in terms of services, facilities and open spaces, and so that each phase contains all the features necessary to insure the protection of natural resources and the health, safety and welfare of the users of the PUD and the occupants of the surrounding area.

*No alteration to the previously approved phases are proposed for the project. As a result, it appears that this standard has been met.*

#### *Public Hearing*

Pursuant to the ACTZO and the Michigan Zoning Enabling Act, Act 110 of 2006, as amended, the ACTBT shall hold a public hearing regarding the request. A public hearing has been scheduled for your February 22, 2021 meeting. Typically, a first and second reading is necessary for the related Zoning Map Amendment Ordinance. However, since the PUD District already exists for the subject property, no amendment to the zoning map or related readings are required.

#### *Conditions of Approval*

As a part of this process, the ACTBT can impose reasonable conditions upon its approval of the PUD pursuant to Section 12.07E3 of the ACTZO. A copy of said section is below for your convenience.

Section 12.07E3. The Township Board may impose reasonable conditions upon its approval of the PUD. Such condition may include conditions necessary to ensure that public services and facilities affected by the PUD will be capable of accommodating increased service and facility loads caused by the property use or activity, to protect the natural environment and conserve natural resources and energy, to ensure compatibility with adjacent uses of land, and to promote the use of property in a socially and economically desirable manner.

As aforementioned, the application has been scheduled for public hearing at your February 22, 2021 meeting. If you have any questions, please let us know.

GLR  
Planner

Attachments



January 13, 2021

Mr. Adam Elenbaas  
Allendale Charter Township  
6676 Lake Michigan Drive  
Allendale, MI 49401

RE: Hidden Shores West – PUD Amendment  
Allendale Charter Township, Ottawa County, MI

Dear Mr. Elenbaas:

The following supplements our prior PUD amendment submittals on October 30, 2019, February 24, 2020, June 23, 2020 and November 9, 2020. These items are being provided based on the Planning Commission request at the August 17, 2020 meeting.

- The developer and homeowner's association met and agreed that the dead end walking trail at the back of lots 2/3 will be eliminated. The existing pedestrian bridge that dead ends at the back of lots 2/3 will be removed by the developer and the trail will be turned south and then east as shown on the attached exhibit.
- The developer and homeowner's association met and agreed that the two existing trails that dead end at the back of lot 62 and 66/67 will be eliminated and a new trail provided east of lot 69 as shown on the attached exhibit.
- The developer and homeowner's association met and agreed that a playground structure would be provided at the location shown on the final PUD development plan, just south of lot 109.
- The revised Final PUD Development plan is attached and shows all these changes.

These items are being submitted for review and approval at the next available Planning Commission meeting.

Should you have any questions or need additional information, please don't hesitate to contact me at (616) 575-5190 or via email at [jbarr@nederveld.com](mailto:jbarr@nederveld.com).

Sincerely,

R. Jack Barr, P.E.  
Director of Engineering

c: Greg Ransford – Fresh Coast Planning  
Mitch Koster – Grand Valley Developers

November 21, 2019

Mr. Greg Ransford  
Fresh Coast Planning  
950 Taylor Avenue, Suite 200  
Grand Haven, Michigan 49417

**RE: Hidden Shores West – PUD Amendment  
Allendale Charter Township**

Dear Greg:

Fleis & VandenBrink (F&V) understands that Grand Valley Developers desires to alter their plans for Hidden Shores West and have submitted an application to amend the PUD. F&V received the application on November 1, 2019. The application consisted of the following documents:

1. Cover Letter dated October 31, 2019
2. An 11" x 17" Preliminary Plan dated July 11, 2017
3. A 24" x 36" Preliminary Plan dated July 11, 2017

A site inspection was performed on November 20, 2019. The following comments are provided for the Allendale Charter Township (ACT) Planning Commission and your consideration:

- The plans are not sealed or signed by a registered professional. As noted above, they are not updated with a current revision date.
- The plans are noted as being drawn at a scale of one-inch equals one hundred feet. This is incorrect. The plans do not appear to be drawn to any recognizable scale.
- The first change involves a proposed a 5' wide concrete sidewalk located in an easement situated entirely on Lot 4. This was done because Lot 3 is already occupied. Lot 4 is under construction with the basement already in place. It appears that the proposed sidewalk will be closely situated to both houses. As proposed, a deed restriction should be placed on Lot 4 prohibiting a fence on the lot line from obstructing access.
- This change also identifies existing trails along the rear of the lots. Although a narrow footbridge was observed in the vicinity, the existing trails were not.
- Elsewhere on the plans (Lots 85/86 and Lots 71 through 74) a proposed 4' tall split rail fence is proposed. For consistency, you may wish to consider the same along the new sidewalk. None of the split rail fence seems to have been installed yet within the project.

- The second change involves the elimination of sidewalks and observation areas in the area between Lots 69 and 70. These improvements were approved as part of the preliminary plan but not constructed. Instead the existing wetland was expanded as part of the wetland mitigation plan. It is unclear if the sidewalk improvements on Lot 4 were proposed to replace the sidewalks and observation areas here.
- The Planning Commission should also understand that the condominiums on Brook Villa Place have been placed on indefinite hold. The road and some utilities have been installed but not all. Conversations with the applicant reveal that the status of condos may be in question at this time.

It is recommended that the plans be revised to address the above matters before a decision is rendered by the Planning Commission. It is further recommended that status of the condos and the missing split rail fences be identified in the meeting minutes to establish a clear record that the ACT staff can easily follow.

Should you have any questions please contact me at your convenience.

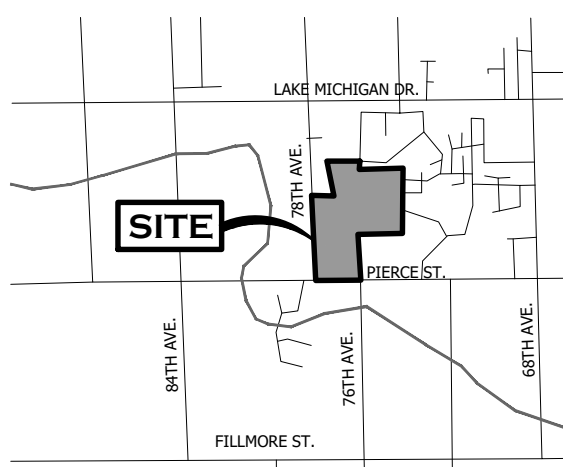
Sincerely,

FLEIS & VANDENBRINK

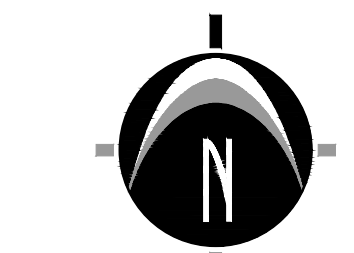


Bruce Pindzia, P.E.  
Sr. Project Manager

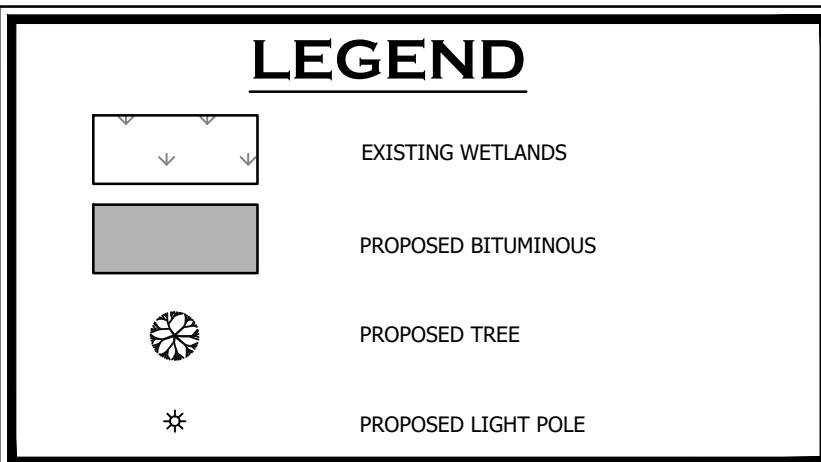
cc: Adam Elenbaas, ACT Supervisor  
Chad Doornbos, ACT Superintendent of Public Utilities  
Larry Haveman, ACT Facilities Supervisor



**LOCATION MAP**  
NOT TO SCALE



0' 50' 100' 200'  
SCALE: 1" = 100'



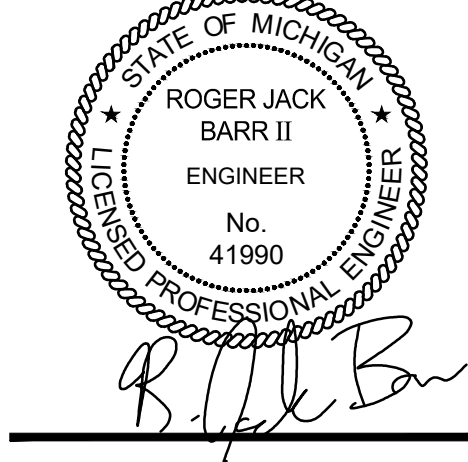
**GENERAL NOTES**

- PUD zoning requirements
  - CONDOMINIUMS  
Setbacks:  
Adjoining county drain = 50 (ft)  
Adjoining single family = 40 (ft)  
Adjoining regional detention = 30 (ft)  
Building-to-building = 20 (ft)
  - SINGLE FAMILY LOTS  
Setbacks:  
Front yard = 35 (ft)  
Side yard = 20 / 10 (ft)  
Rear yard = 35 (ft)  
Minimum lot area = 10,545 (sq ft)  
Minimum lot width = 80 (ft)
  - Summary of Land use for Phase 3
- |                                  | Single Family  | Condominiums | Total      |
|----------------------------------|----------------|--------------|------------|
| a) Number of units               | 56             | 22           | 78         |
| b) Length of street              | 3,315 (ft)     | 825 (ft)     | 4,140 (ft) |
| c) Total acreage                 | 25.82 (ac)     | 5.20 (ac)    | 31.02 (ac) |
| d) Total right-of-way            | 4.93 (ac)      | 1.60 (ac)    | 6.53 (ac)  |
| e) Total open space (All Phases) | ---            | ---          | 71.90 (ac) |
| f) Average lot size              | 15,076 (sq ft) | ---          | ---        |
| g) % Impervious Surface = 29%    | ---            | ---          | ---        |
- General Requirements
- All lots are intended for single family use only
  - All public streets will be constructed per O.C.R.C. standards
  - All private streets will be constructed per Allendale standards
  - This development will be serviced by public utilities - sanitary sewer, watermain, storm sewer, buried electric cable television, and natural gas
  - Storm water will be collected and conveyed to the proposed ponds and will discharge to Sevey County Drain
  - The public roads will be provided with street trees, sidewalk and lights in accordance with township ordinance requirements for plans.
  - Wetland delineated by Lakeshore and flags survey by Nederveld

**HIDDEN SHORES WEST**  
**PHASE 3 - A CONDOMINIUM AND SITE CONDOMINIUM**  
**Final PUD Development Plan**

PART OF SECTION 28, T7N, R4W  
ALLENDALE TOWNSHIP, OTTAWA COUNTY, MICHIGAN

**STAMP:**



**PROJECT NO:**  
17200623

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



Sevey Drain Extension for Woodcrest Subdivision Summary  
Prepared for Allendale Charter Township Board of Trustees  
By Kevin Yeomans (Allendale Project Coordinator) and Josiah Timmermans (Ottawa County Water  
Resources Deputy Commissioner)  
1/25/2021

**Project Summary:**

This drain extension is being done to benefit the residents of the Woodcrest Subdivision in Allendale. These residents have been faced with poor drainage and excessive (flooding/water levels/other). As this project does not benefit the whole Township, we are looking for Board direction on how to proceed. That being said dependent on the cost of the project there are many different ways the Township and Ottawa County Water Resource Commissioner can handle the cost of the project. At this time a total cost of the project has not been determined.

**Precedent:**

The last drain extension in Allendale was Jacob's Drain the petition was started by the Township on February 23, 2016 and was signed by Supervisor Jerry Alkema and Clerk Laurie Richards. The project was completed in 2017 for a total cost of \$45,474.88. The Township covered \$11,368 or 25% of the project cost. With cost being equally shared with GVSU, Ottawa County and the Road Commission.

While there are similarities between the Jacobs project and the proposed Sevey project I would argue that the Jacobs project had more of an impact on a larger portion of the community. Where the Sevey project is to address a much more specific neighborhood within the Township.

**Options for Board Action:**

The Township may choose to initiate a petition for the Sevey Drain, or they may choose to pass on petitioning. If the Township passes on petitioning, the residents may elect go through the petition process on their own. Regardless of who initiated the petition, the following steps would occur:

1. Completed petition is delivered to Ottawa County Water Resources Commissioners' Office
2. OC Water Resources Commissioner convenes a Board of Determination (BOD)
3. BoD considers whether the project is necessary and conducive to public health, convenience, or welfare, and votes to either: A. continue the project, or B. cease action on the project
4. If BoD finds the project is necessary, the OC Water Resources Commissioner will determine scope of work and project cost
5. Once costing is finalized the Drain Commissioner will prepare an 'Assessment Roll' which allocates the project costs between all involved parties
6. The Assessment Roll is presented to all involved parties at the Day of Review (DOR)

**Some important considerations for the assessment roll process:**

- The OC Water Resources Commissioner (Joe Bush) is responsible, by drain code law, to set the assessment allocations. An assessed party has legal recourse through the Circuit Court to appeal the assessment allocation, not the project cost.
- The OC Water Resources Commissioner works closely with all involved parties (i.e. Townships, MDOT, County, Road Commission, etc.) to arrive at an equitable distribution of project costs. However, the final determination of assessment allocations is the responsibility of the Drain Commissioner.

Sevey Drain Extension for Woodcrest Subdivision Summary  
Prepared for Allendale Charter Township Board of Trustees  
By Kevin Yeomans (Allendale Project Coordinator) and Josiah Timmermans (Ottawa County Water  
Resources Deputy Commissioner)  
1/25/2021

- Regardless of the origination of the petition (Township or Residents) the assessment allocation will be set by the OC Water Resources Commissioner. While allocations to the Township do vary project to project depending on their specific circumstances, the Township should expect to receive an assessment.

**ALLENDALE CHARTER TOWNSHIP**

**PETITION FOR MAINTENANCE  
AND IMPROVEMENT OF A DRAIN**

**SEVEY DRAIN**

To the Ottawa County Water Resources Commissioner:

The undersigned is Allendale Charter Township, Ottawa County, Michigan. This petition has been duly authorized by the governing body of Allendale Charter Township and requests that the Sevey Drain be maintained and improved as provided in Chapter 8 of Public Act 40 of 1956, as amended, to alleviate drainage issues in the Drainage District.

The Sevey Drain is located in Allendale Charter Township, Ottawa County, Michigan.

The proposed maintenance and improvement is necessary for the public health, convenience or welfare and benefits the public health in Allendale Charter Township.

Allendale Charter Township will be liable for an assessment at large against it for a percentage of the cost of the proposed maintenance and improvement.

Dated: \_\_\_\_\_, 2021

\_\_\_\_\_  
By: Adam Elenbaas  
Its: Supervisor

\_\_\_\_\_  
By: Jody Hansen  
Its: Clerk

**RESOLUTION 2021-xx**  
**PETITION FOR MAINTENANCE AND IMPROVEMENT OF A DRAIN**  
**ALLENDALE CHARTER TOWNSHIP**  
**SEVEY DRAIN**

At a \_\_\_\_\_ meeting of the Allendale Charter Township Board, held in Ottawa County, State of Michigan on the \_\_\_\_ day of \_\_\_\_\_, 2021, at \_\_\_\_\_ a.m./p.m.

PRESENT: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_  
\_\_\_\_\_

The following resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_  
\_\_\_\_\_.

**WHEREAS**, the Township requests the maintenance and improvement of a drain, known as the Sevey drain (the “Drain”), located in Ottawa County, pursuant to Chapter 8 of Public Act 40 of 1956, as amended; and

**WHEREAS**, the Township has determined that the maintenance and improvement of the Drain benefits the public health in the Township; and

**WHEREAS**, the Township will be liable for an assessment at large against it for a percentage of the cost of the proposed maintenance and improvement.

**NOW, THEREFORE BE IT RESOLVED THAT**, the Township Board does authorize the filing of a petition for maintenance and improvement of the Drain.

**BE IT FURTHER RESOLVED THAT** the Supervisor is authorized to execute the petition for maintenance and improvement of the Drain.

**BE IT FURTHER RESOLVED** that the Clerk shall forward to the Ottawa County Water Resources Commissioner a copy of this Resolution for the petition for maintenance and improvement of the Drain.

**ALLENDALE CHARTER TOWNSHIP**

Dated: \_\_\_\_\_

\_\_\_\_\_  
By: Adam Elenbaas  
Its: Supervisor

Yeas:  
Nays:  
Abstain:  
Absent:

**Resolution No.**

I, the undersigned, being duly qualified and acting Clerk of Allendale Charter Township, do hereby certify that the foregoing is a true and complete copy of certain proceedings taken by the Township Board for Allendale Charter Township at a \_\_\_\_\_ meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2020, and that notice of said meeting was given in accordance with the Open Meetings Act.

\_\_\_\_\_  
Jody Hansen, Clerk  
Allendale Charter Township

\_\_\_\_\_  
Date

# **Allendale Township Assessors Report**

- **2020 AMAR (Audit of Minimum Assessing Requirements):**
  - ✓ Passed with no adjustments needed! We will continue to run AMAR reports on our self to make sure we are staying ahead. I estimate that our next AMAR will be in 2025.
- **2021 State Inflation Rate:** 1.014 or 1.4% (was 1.019 in 2020)
- **What we are seeing in the Market for Allendale:**
  - Agricultural: 4%
  - Commercial: 6%
  - Industrial: -7%
  - Residential: 6%
- **Overall valuation projected for real property in 2021:**
  - Agricultural: \$40,125,500 (2020: \$37,599,700)
  - Commercial: \$200,244,000 (2020: \$212,609,600)
  - Industrial: \$30,543,200 (2020: \$29,548,400)
  - Residential: \$507,002,900 (2020: \$556,172,700)
  - OVERALL: \$775,389,800 (2020: \$838,456,200)
- **2020 Splits (will take place on 2021 tax roll):**
  - We had a total of 24 splits/land transfers completed in 2020.
  - Estimated New Parcels being added to the 2021 tax roll
    - Agricultural: 185 (2020: 180) +5 parcels
    - Commercial: 217 (2020: 217) no change
    - Industrial: 51 (2020: 51) no change
    - Residential: 4,751 (2020: 4,687) +64 parcels
    - Overall: 5,204 (2020: 5,135) +69 parcels
- **State Recommended 20% Reappraisal's:**
  - Connor is continuing to oversee the residential data and day to day operations.
  - This year's 20% focus are will be sections 35, 36, 18, 19, 20, 30
- **Upcoming MTT (Michigan Tax Tribunal) Cases from 2020:**
  - 5 Student Housing, 2 Commercial Properties

- **2021 Board of Review Dates and Information**

The 2021 Board of Review dates have been set and are as follows:

March

Monday, March 8, 2021

9:00AM-12:00PM

1:00PM- 4:00PM

Wednesday, March 10, 2021

2:00PM-5:00PM

6:00PM-9:00PM

Friday, March 12, 2021

9:00AM-12:00PM

July

9:00AM – 10:30AM

Tuesday July 20th

December

9:00AM – 10:30AM

Tuesday December 14th

## **RESOLUTION 2021 - 02**

### **BUSINESS REGISTRATION**

At a regular meeting of the Township Board of the Charter Township of Allendale, Ottawa County, Michigan, held virtually due to Michigan Department of Health and Human Services directives due to COVID-19, on March 8, 2021 at 7:00 pm.

PRESENT:

ABSENT:

The following resolution was offered:

\_\_\_\_\_ and supported by \_\_\_\_\_:

### **RESOLUTION**

**WHEREAS**, the Charter Township of Allendale wishes to better serve and keep our businesses and residents safe; and

**WHEREAS**, the Charter Township of Allendale has various departments that collect information from business owners; and

**WHEREAS**, the Township wishes to minimize the administrative burden placed on business owners by establishing a business registration program; and

**WHEREAS**, the purpose of the business registration program is to enable Township departments better access to the information collected, and reduce the required number of contacts between business owners and staff; and

**WHEREAS**, the Township has established a business registration program and developed the "Business Registration Form" attached as Exhibit "A" to this Resolution; and

**WHEREAS**, the Charter Township of Allendale will review the program and Form six months after the passing of this Resolution and every two years after that to consider whether any changes to the program and/or the Form are appropriate.

**NOW, THEREFORE BE IT RESOLVED**, by the Township Board of the Charter Township of Allendale, Ottawa County, Michigan as follows:

1. The Township establishes the business registration program and adopts the Business Registration Form attached as Exhibit "A" to the Resolution.
2. The Township establishes that there will be no fee associated with the business registration program or the filing of the Business Registration Form.

Yeas:

Nays:

Resolution declared adopted on March 8, 2021.

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Jody L. Hansen  
Allendale Charter Township Clerk

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Adam Elenbaas  
Allendale Charter Township Supervisor

The undersigned Clerk of Allendale Charter Township hereby certifies that this Resolution was duly adopted by the Allendale Charter Township Board of Trustees at a meeting held on the 8th day of March, 2021 pursuant to proper notice and compliance with Act No. 267 of the Public Acts of 1976.

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Jody Hansen  
Clerk, Allendale Charter Township

# **Allendale Charter Township**

## **Business Registration Form**

6676 Lake Michigan Drive, Allendale, MI 49401

**Phone:** 616-895-6295 **Fax:** 616-895-6330

**Email:** frontdesk@allendale-twp.org

**This form needs to be updated if/when any contact info changes or if the business changes hands or uses.**

### **Business Info**

Business/Facility Name: \_\_\_\_\_ Business Type: \_\_\_\_\_  
Start date in Township: \_\_\_\_\_  
Street Address: \_\_\_\_\_ City / Township: \_\_\_\_\_  
Business Phone#: \_\_\_\_\_ After Hours Phone#: \_\_\_\_\_ Fax#: \_\_\_\_\_  
Alarm Company: \_\_\_\_\_ Alarm Company Phone#: \_\_\_\_\_  
Key or Lock/Knox Box Location (if applicable): \_\_\_\_\_  
Email address where Fire Inspection report can be sent: \_\_\_\_\_  
Description of Business: \_\_\_\_\_  
Other Locations: \_\_\_\_\_

### **Emergency Contact Info**

*This information is used in the case of an emergency that would require your immediate attention and would be the primary contact for this business/facility.*

#### **Primary Emergency Contact**

Name: \_\_\_\_\_ Email: \_\_\_\_\_  
Address: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Home: \_\_\_\_\_

<u>Name/Position</u>	<u>Cell Phone</u>	<u>Home Phone</u>
1)		
2)		
3)		

### **Building Information**

Is the building Owned or Leased? \_\_\_\_\_  
Building Owner Name: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
Email: \_\_\_\_\_  
AED on Site? \_\_\_\_\_ If yes, location? \_\_\_\_\_  
Fire Sprinkler System Installed? \_\_\_\_\_

#### **Additional Building Information**

*List potential hazards to responders or additional information regarding the facility.*

### **Business Owner Information**

Owner Name: \_\_\_\_\_  
Owner Address: \_\_\_\_\_  
Owner Phone: \_\_\_\_\_ Owner Email: \_\_\_\_\_

### **Manager Information**

Manager Name: \_\_\_\_\_  
Manager Address: \_\_\_\_\_  
Manager Phone: \_\_\_\_\_ Manager Email: \_\_\_\_\_

### **Signature**

Name and Title: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **Township Approvals**

Fire Inspector: \_\_\_\_\_ Date: \_\_\_\_\_  
Assessor: \_\_\_\_\_ Date: \_\_\_\_\_  
Public Utilities: \_\_\_\_\_ Date: \_\_\_\_\_  
Zoning Administrator: \_\_\_\_\_ Date: \_\_\_\_\_  
Clerk: \_\_\_\_\_ Date: \_\_\_\_\_

CHARTER TOWNSHIP OF ALLENDALE  
COUNTY OF OTTAWA  
STATE OF MICHIGAN

**RESOLUTION #2021-04  
HIDDEN SHORES WEST PUD AMENDMENT**

At a regular meeting of the Township Board of the Charter Township of Allendale, Ottawa County, Michigan, held virtually due to Michigan Department of Health and Human Services directives due to COVID-19, on March 8, 2021 at 7:00 pm.

PRESENT:

ABSENT:

The following resolution was offered by:

\_\_\_\_\_ and supported by \_\_\_\_\_:

WHEREAS, Grand Valley Developers, LLC (the "Applicant"), a Michigan limited liability company, whose address is 6410 Lake Michigan Drive, Allendale, MI 49401, owns property commonly known as Hidden Shores and legally described in Exhibit A, is property authorized to contain a residential development pursuant to the Planned Unit Development (the "PUD") approval originally granted on February 14, 2005; and

WHEREAS, the Applicant applied for several amendments to the PUD since the original approval and received various amendment approvals;

WHEREAS, the Applicant applied to the Township for a major amendment to the PUD as shown in the site plan titled Hidden Shores West, a Condominium and Site Condominium, Final PUD Development Plan, prepared by Nederveld, Inc., dated 06.23.20, including site plan sheet C-101 (two copies with one in red and one in black), together as Project No. 17200623;

an undated Existing Trails and Possible Trail Connector map; a photo of a pavilion with white posts and vinyl siding; two photos of wetlands; a photo of a trail end; collectively the Major Amendment Site Plan (the “Plan”); and

WHEREAS, before providing a recommendation to approve a request for approval of the Plan, the Allendale Charter Township Planning Commission held a public hearing on the proposed major amendment to the PUD on August 17, 2020 and gave notice as required by the Michigan Zoning Enabling Act, Act 110 of 2006, as amended; and

WHEREAS, proper notice of the public hearing on the major amendment to the PUD having been given as is required by the Michigan Zoning Enabling Act, Act 110 of 2006, as amended, as is evidenced by the Affidavit of Publication and Mailing on file in the office of the Township Clerk; and

WHEREAS, before taking any action to approve or deny a request for approval of the Plan, it is necessary that the Township Board hold a public hearing on the proposed major amendment to the PUD and give notice as required by the Michigan Zoning Enabling Act, Act 110 of 2006, as amended; and

WHEREAS, proper notice of the public hearing on the major amendment to the PUD having been given as is required by the Michigan Zoning Enabling Act, Act 110 of 2006, as amended, as is evidenced by the Affidavit of Publication and Mailing on file in the office of the Township Clerk; and

WHEREAS, the Township Board held a public hearing on the proposed major amendment to the PUD on February 22, 2021, as is required by the Michigan Zoning Enabling Act, Act 110 of 2006, as amended; and

WHEREAS, pursuant to the Allendale Charter Township Zoning Ordinance (the “Zoning

Ordinance”), the Township Board finds that the Plan satisfies the requirements of Section 12.08 – Standards for Approval of a Planned Unit Development, as well as Section 24.06 – Standards for Approval of a Site Plan; and

WHEREAS, pursuant to the Zoning Ordinance, Article 12 – PUD Planned Unit Development District, the Township Board desires to approve the Plan.

NOW, THEREFORE, BE IT RESOLVED THAT THE PLAN IS APPROVED WITH THE FOLLOWING CONDITIONS:

1. The terms and conditions provided in the February 14, 2005 PUD approval and subsequent amendment approvals remain in effect, except as otherwise provided within the Plan.
2. Approval from the Township Engineer is required.
3. These conditions shall be binding on the Applicant and all successor owners or parties in interest in the Plan, or any portion of the Plan.
4. Any violation of these conditions shall constitute a violation of the Zoning Ordinance and, in addition to the remedies provided therein, shall be cause for the Township Board to suspend or revoke any zoning or building permit applicable to the project.

YEAS:

NAYS:

Resolution declared adopted on March 8, 2021.

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Jody L. Hansen  
Allendale Charter Township Clerk

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Adam Elenbaas  
Allendale Charter Township Supervisor

The undersigned Clerk of Allendale Charter Township hereby certifies that this Resolution was duly adopted by the Allendale Charter Township Board of Trustees at a meeting held on the 8th day of March, 2021 pursuant to proper notice and compliance with Act No. 267 of the Public Acts of 1976.

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Jody Hansen  
Clerk, Allendale Charter Township

### Exhibit A

Part of the Northwest 1/4 of Section 28, Town 7 North, Range 14 West, Allendale Township, Ottawa County, Michigan, described as: Commencing at the West 1/4 corner of said section; thence South 89 degrees 57 minutes 56 seconds East 2667.34 feet along the East-West 1/4 line to the point of beginning; thence North 01 degrees 21 minutes 47 seconds West 1331.65 feet along the North-South 1/4 line of said section; thence North 89 degrees 53 minutes 41 seconds West 1335.58 feet along the North line of the Southeast 1/4 of the Northwest 1/4 of said Section; thence South 01 degrees 26 minutes 36 seconds East 223.18 feet along the West line of the Southeast 1/4 of the Northwest 1/4 of said section; thence South 89 degrees 57 minutes 56 seconds East 367 feet, more or less, to the centerline of Bass Creek; thence Southerly 1170 feet, more or less, along said centerline to the East-West 1/4 line of said section; thence South 89 degrees 57 minutes 56 seconds East 628 feet, more or less, along the East-West 1/4 line to the point of beginning. Except part of the Northwest 1/4 of Section 28, Town 7 North, Range 14 West, Allendale Township, Ottawa County, Michigan, described as: Commencing at the West 1/4 corner of said section; thence South 89 degrees 57 minutes 56 seconds East 1333.67 feet along the East-West 1/4 line of said section; thence North 01 degrees 26 minutes 36 seconds West 1110.17 feet along the West line of the Southeast 1/4 of the Northwest 1/4 of said section to the point of beginning; thence South 89 degrees 57 minutes 56 seconds East 367 feet, more or less, to the centerline of Bass Creek; thence Northerly 247 feet, more or less, along the centerline of Bass Creek to the North line of the Southeast 1/4 of the Northwest 1/4 of said section; thence North 89 degrees 53 minutes 41 seconds West 266 feet, more or less, along the North line of the Southeast 1/4 of the Northwest 1/4 of said section; thence South 01 degrees 26 minutes 36 seconds East 223.18 feet along the West line of the Southeast 1/4 of the Northwest 1/4 of said section to the point of beginning, and;

The South 1/2 of the Southwest 1/4 of the Northeast 1/4, Section 28, Town 7 North, Range 14 West, also the Northwest 1/4 of the Southeast 1/4 of Section 28, Town 7 North, Range 14 West, Allendale Township, Ottawa County, Michigan, and;

The East 1/2 of the Southwest 1/4 of Section 28, Town 7 North, Range 14 West, except Commencing at the Southwest corner of said section; thence North 89 degrees 56 minutes 44 seconds East 1335.50 feet along the South line of said section; thence North 01 degrees 19 minutes 19 seconds West 1497.09 feet along the West line of the East 1/2 of the Southwest 1/4 of said section to the point of beginning for this description; thence North 01 degrees 19 minutes 19 seconds West 201.86 feet; thence North 89 degrees 56 minutes 44 seconds East 304.23 feet; thence South 01 degrees 19 minutes 19 seconds East 201.86 feet; thence South 89 degrees 56 minutes 44 seconds West 304.23 feet to the point of beginning.

# Allendale

## CHARTER TOWNSHIP

*"Where community is more than just a concept!"*

Interim Library Director  
Prepared by Lydale Weaver  
On 3/1/2021

Board of Trustees:

Lizzie Schab has submitted her resignation Library Director in order to pursue another job opportunity. Her last day will be 3/12/2021. We would like to thank Lizzie for her service especially over the last year during COVID.

To bridge the gap between Lizzie's resignation until we fill the position, our Youth Services Librarian Ashley Johnson has agreed to fill the Library Director's role as Interim until we find a new Director. With Ashley taking on additional responsibilities we felt that she should be compensated. Ashley's wage will temporarily move to \$28.47 in the interim role. Once the Library Director position is filled Ashley will move back to her regular rate of pay. Adam and I are recommending that Ashley Johnson be named Interim Library Director until position is filled and new Library Director has started.

Respectfully,  
Lydale Weaver  
HR Specialist