



8555 Kalamazoo Ave., SE
Caledonia, MI 49316

www.gainestownship.org

Phone: 616-698-6640
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July 7, 2023

Gaines Township Board of Trustees
8555 Kalamazoo Ave SE
Caledonia, MI 49316

RE: July 10, 2023, Township Board Meeting

Township Board Members:

At the June 12 Board meeting, there were four items that you scheduled for a Public Hearing and a Second Reading for the July 10 meeting. The first of those items was a Streetlighting Special Assessment District (SAD) for the new Hoffman Meadows Development. This item will actually have two Public Hearings. The first one will be to approve the tax roll, and the second will be to establish the district. The next Public Hearing will be for the Stoneco Planned Unit Development (PUD) rezoning at 10287 Kalamazoo Ave. After that there will be a Public Hearing for rezoning from Office Services (O-S) to Residential 3 (R-3) for the Kentwood Community Church property that is located at 1200 60th Street. Lastly, there will be a Public Hearing for the extension of the Residential (RL-10) moratorium.

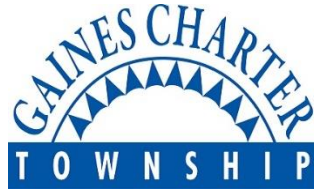
These items will also be placed on the agenda for consideration as new business. There will be another item on the new business section of the agenda for consideration as well. The City of Hastings has requested to be removed from the Grand Valley Metro Council (GVMC). The GVMC Articles of Incorporation require that all members must approve a resolution approving the withdrawal of any member.

If you should have any questions about the agenda packet, please be sure to let me know.

Best regards,

Roderick J. Weersing

Rod Weersing
Township Manager



CHARTER TOWNSHIP OF GAINES
MEETING LOCATION: 8555 Kalamazoo Ave., SE, Caledonia, MI 49316
Township Board of Trustees Meeting
PRELIMINARY AGENDA
MONDAY – July 10, 2023
Time: 7:00PM

- 1. Opening Prayer ~ Bob Terpstra**
- 2. Pledge of Allegiance ~ Supervisor DeWard**
- 3. Call to Order and Attendance ~ Supervisor**
- 4. Declaration of Conflict of Interest**
- 5. Review of Consent Agenda ~ *items must be removed from the consent agenda in order to be discussed***
- 6. Approval of Agenda**
- 7. Communications ~ Non-action Informational items ~ *letters, reports, updates, etc.***
 - a. June 2023 Building Department Revenue Report**
 - b. June 2023 Webpage stats: *Currently unavailable***
 - c. June 2023 Dutton Fire Report**
 - d. June 2023 Cutlerville Fire Report**
 - e. June 2023 Community Policing Officer's Report**
- 8. Scheduled Speakers :**
 - a. KDL's annual Township update**
- 9. Public Comments – *Public may speak regarding anything on the agenda which is NOT scheduled for a public hearing (comments limited to 3 minutes per speaker)***
- 10. Public Hearings**
 - a. Hoffman Meadows Streetlighting SAD – regarding roll**
 - b. Hoffman meadows Streetlighting SAD – establishing district**
 - c. 10287 Kalamazoo – Stoneco PUD Rezone**
 - d. 1200 60th Street Rezone from O-S to R-3**
 - e. Extension of RL-10 Moratorium**

11. Consent Agenda:

a. Minutes

i. June 12, 2023

ii. June 26, 2023

b. Check Registers for month of June 2023

i. General Fund (101): \$ 127,244.60

ii. Public Safety SAD (205): \$ 60,259.95

iii. Building Inspections (549): \$ 8,862.41

iv. Water and Sewer (590 & 591): \$ 491,568.88

TOTAL OF ALL FUNDS: \$687,935.84

v. Treasurer's Financial Report – accept and file subject to audit

12. New Business

a. Consider ~ Establish Hoffman Meadows Streetlighting SAD

b. Consider ~ 10287 Kalamazoo – Stoneco PUD Rezone ~ 2nd Read

c. Consider ~ 1200 60th Street Rezone from O-S to R-3 ~ 2nd Read

d. Consider ~ Extension of RL-10 Moratorium ~ 2nd Read

e. Consider ~ Resolution supporting the City of Hastings request to be removed from the GVMC

13. Public Comments ~ *On any topic (comments limited to 3 minutes per speaker)*

14. Manager's Comments

15. Supervisors Comments

16. Trustee Comments

**NEXT SCHEDULED BOARD OF TRUSTEES MEETINGS: July 24, 2023
August 14, 2023**

ANY INTERESTED PERSONS ARE INVITED TO ATTEND AND PARTICIPATE IN ALL TOWNSHIP BOARD OF TRUSTEE MEETINGS. PERSONS WITH DISABILITIES NEEDING ANYT SPECIAL ACCOMMODATIONS SHOULD CONTACT THE TOWNSHIP OFFICES ONE WEEK PRIOR TO THE MEETING TO REQUEST MOBILITY, VISUAL OR ANY OTHER ASSISTANCE.

****Preliminary Agenda – Subject to Change****

The contents of supporting documents (such as text, graphics, images, information, and references) are created and supplied by the author.



Revenue Breakdown Report

Page: 1 of 32

07/05/2023

Filter: All Records, Transaction.DateToPostOn Between 6/1/2023 12:00:00 AM AND 6/30/2023 11:59:59 PM

Unit Totals		
Unit Name	Records	Revenue
	238	58,751.75
TOTAL	238	58,751.75

Record Type Totals		
Unit:	Records	Revenue
Name	2	45.00
Permit	236	58,706.75
UNIT TOTAL:	238	58,751.75

Record Type Breakdowns		
Unit:		
Record Type: Name	Records	Revenue
	2	45.00
TOTAL:	2	45.00

Record Type: Permit	Records	Revenue
Air Conditioning Replacement	1	110.00
Building	32	25,005.00
Commercial Sign	1	130.00
Deck	11	1,430.00
Electrical	43	7,101.00
Irrigation Meter	1	90.00
Mechanical	79	16,000.75
Mobile Home Building	8	954.00
Plumbing	41	6,166.00
Residential Roofing	11	990.00
Storm Drain	4	340.00
Swimming Pool	2	220.00
Water Heater Replacement	2	170.00
TOTAL:	236	58,706.75



7.c.

Dashboard: Fire Board Report
Topic: Dutton (Custom Date)
Timeframe: Jan 01, 2023 to Jun 30, 2023

Incidents by Category and Month

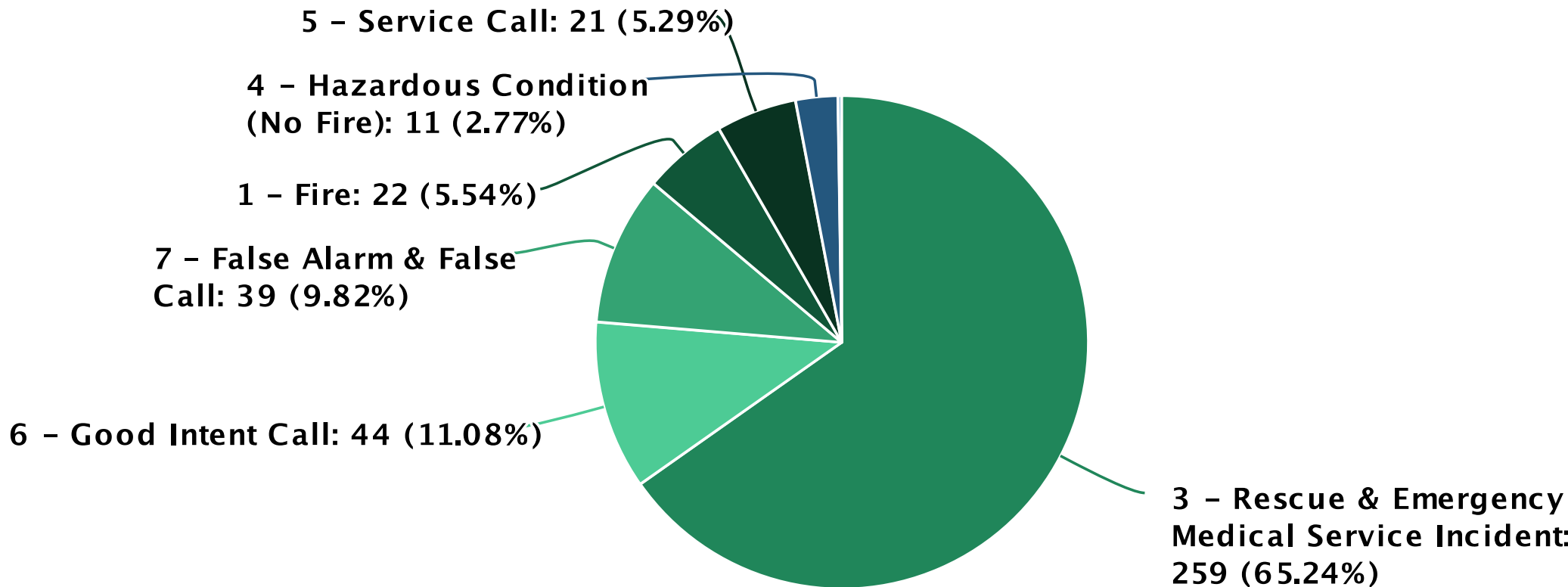
Jan 01, 2022 12:00 AM to Jul 06, 2023 10:49 AM



Incident Type Category	2023							2023		2022		YTD % Change
	Jan	Feb	Mar	Apr	May	Jun	Jul	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
1 - Fire	3	2	1	1	8	7	0	22	5%	24	6%	-8.33%
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	0	1	0	0	0	0	0	1	0%	2	1%	-50%
3 - Rescue & Emergency Medical Service Incident	39	46	54	33	42	45	9	268	65%	257	67%	4.28%
4 - Hazardous Condition (No Fire)	1	4	1	2	1	2	0	11	3%	4	1%	175%
5 - Service Call	4	3	5	2	3	4	0	21	5%	21	5%	0%
6 - Good Intent Call	10	6	7	7	5	9	2	46	11%	47	12%	-2.13%
7 - False Alarm & False Call	9	6	3	3	8	10	3	42	10%	30	8%	40%
9 - Special Incident Type	0	0	0	0	0	0	0	0	0%	1	0%	-100%
Grand Total	66	68	71	48	67	77	14	411	100%	386	100%	6.48%

Incident Type Categories

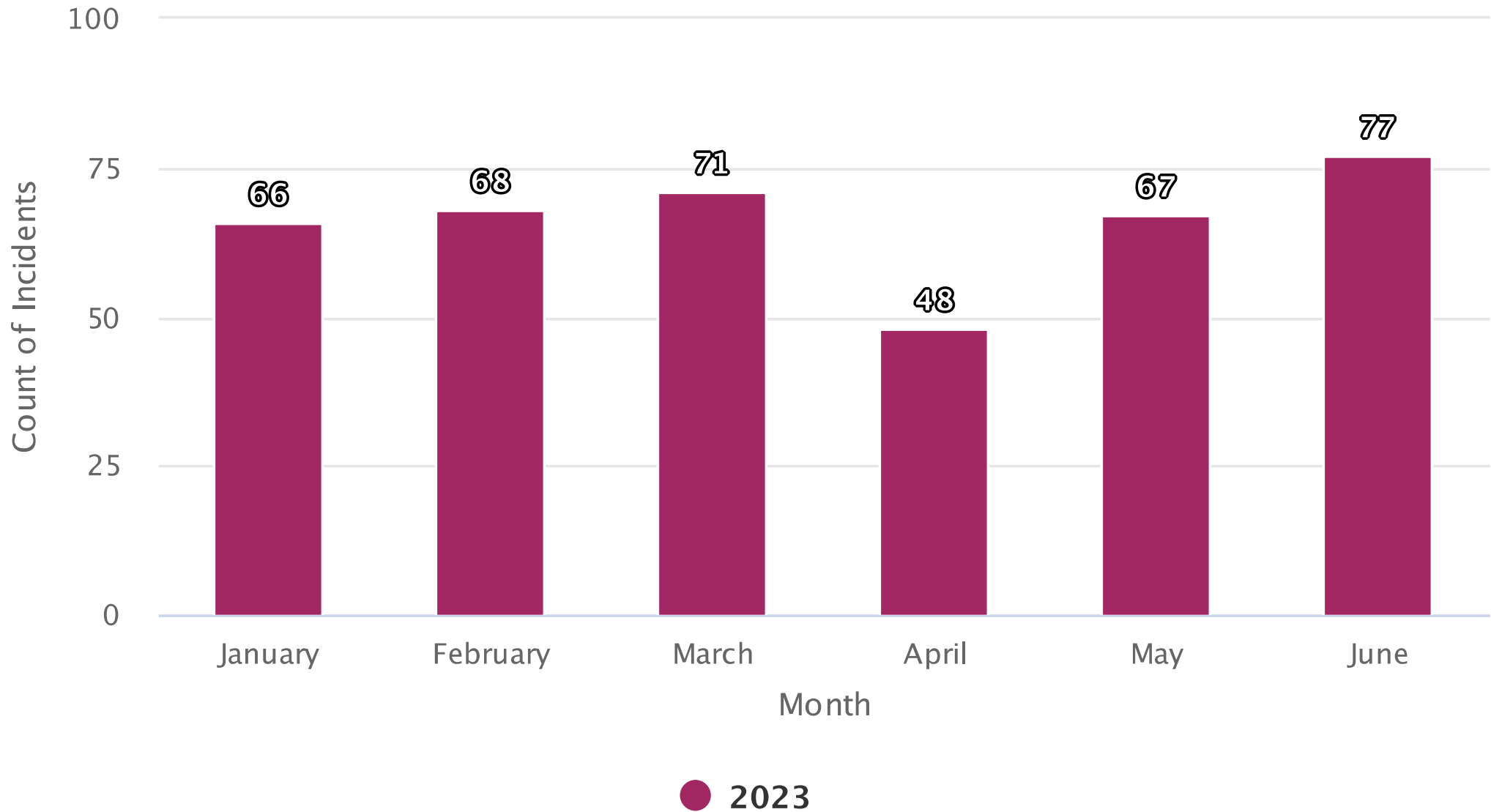
Jan 01, 2023 to Jun 30, 2023



2023									
District/Zone	Jan	Feb	Mar	Apr	May	Jun	Jul	Total	% of Total
Byron Twp Fire - Byron Twp	0	2	1	0	0	1	0	4	1%
Caledonia Township	2	3	0	2	0	0	0	7	2%
Cascade Township	0	0	0	1	0	0	0	1	0%
Cutlerville - Byron Township	2	3	0	1	0	6	1	13	3%
Cutlerville - Gaines Township	6	6	8	5	10	13	2	50	12%
Kentwood	3	1	1	0	2	3	0	10	2%
Leighton Township	1	0	0	0	2	0	0	3	1%
Zone 01S - Dutton	3	1	1	1	0	0	1	7	2%
Zone 02S - Dutton	8	9	9	5	8	8	0	47	11%
Zone 03S - Dutton	6	4	10	5	5	11	4	45	11%
Zone 04S - Dutton	13	12	7	9	8	15	1	65	16%
Zone 06S - Dutton	2	7	4	1	4	2	0	20	5%
Zone 07S - Dutton	5	4	5	4	6	3	0	27	7%
Zone 08S - Dutton	3	1	4	3	1	1	1	14	3%
Zone 09S - Dutton	7	7	8	3	8	6	2	41	10%
Zone 11R - Dutton	0	0	1	1	0	0	0	2	0%
Zone 12R - Dutton	0	1	2	0	2	1	0	6	1%
Zone 13R - Dutton	1	1	1	0	1	0	1	5	1%
Zone 14R - Dutton	0	1	1	0	3	1	0	6	1%
Zone 15R - Dutton	0	1	0	2	0	1	0	4	1%
Zone 16R - Dutton	0	0	2	0	2	1	0	5	1%
Zone 17R - Dutton	0	1	1	0	0	0	0	2	0%
Zone 18R - Dutton	0	0	0	1	0	0	0	1	0%
Zone 19R - Dutton	3	1	1	0	0	1	0	6	1%
Zone 20R - Dutton	1	0	1	3	2	0	1	8	2%
Zone 21R - Dutton	0	1	1	1	1	2	0	6	1%
Zone 22R - Dutton	0	1	1	0	1	0	0	3	1%
Zone 23R - Dutton	0	0	1	0	1	1	0	3	1%
Grand Total	66	68	71	48	67	77	14	411	100%

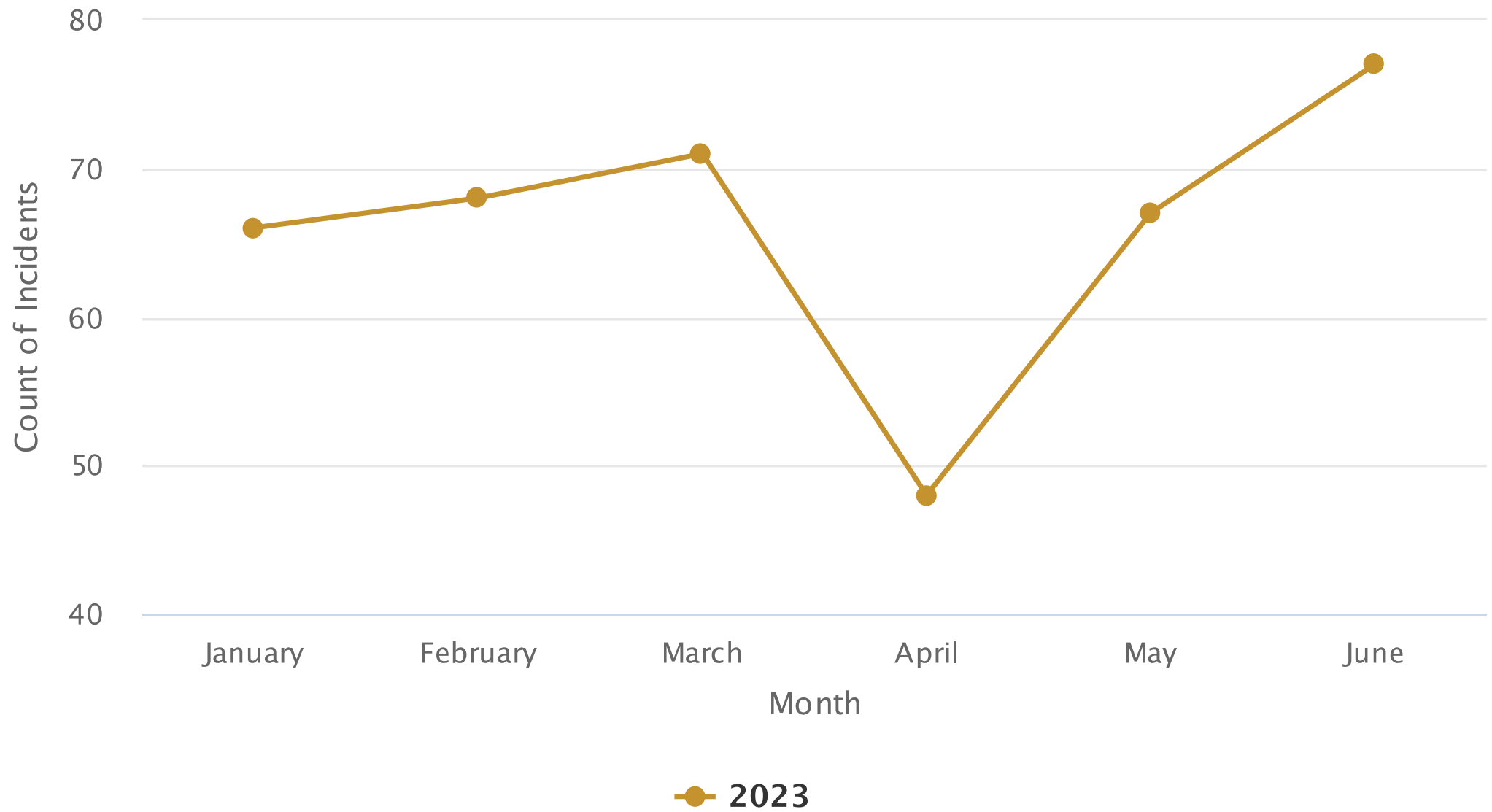
Incidents by Month

Jan 01, 2023 to Jun 30, 2023



Fire Call Volume by Month

Jan 01, 2023 to Jun 30, 2023



Monthly Call Volume Year over Year

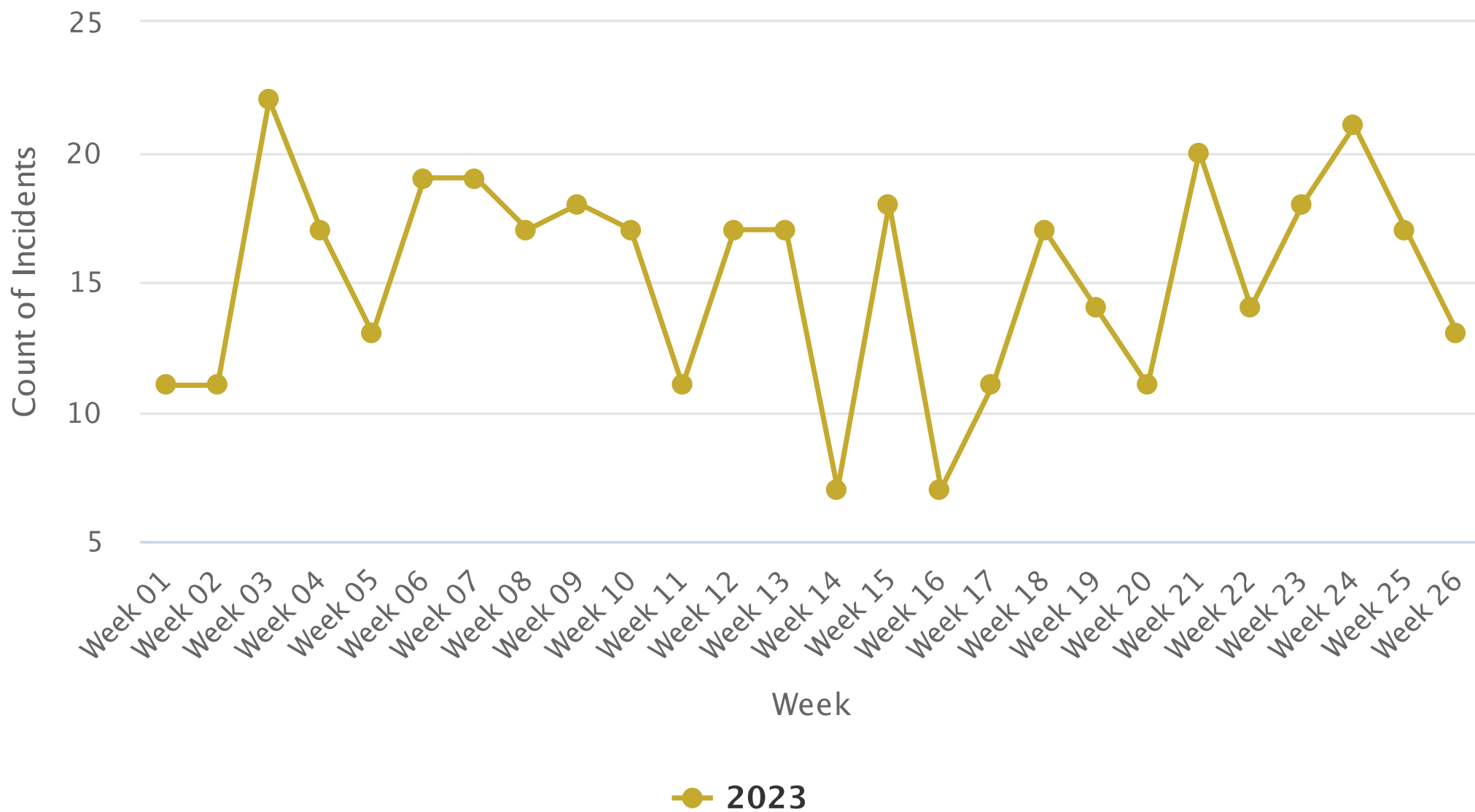
Jan 01, 2022 12:00 AM to Jul 06, 2023 10:56 AM



Month Name	2023		2022		YTD % Change
	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
January	66	16%	72	19%	-8.33%
February	68	17%	67	17%	1.49%
March	71	17%	62	16%	14.52%
April	48	12%	42	11%	14.29%
May	67	16%	68	18%	-1.47%
June	77	19%	53	14%	45.28%
July	14	3%	22	6%	-36.36%
Grand Total	411	100%	386	100%	6.48%

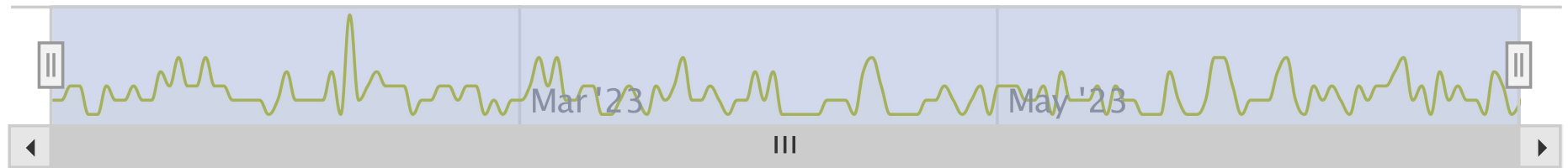
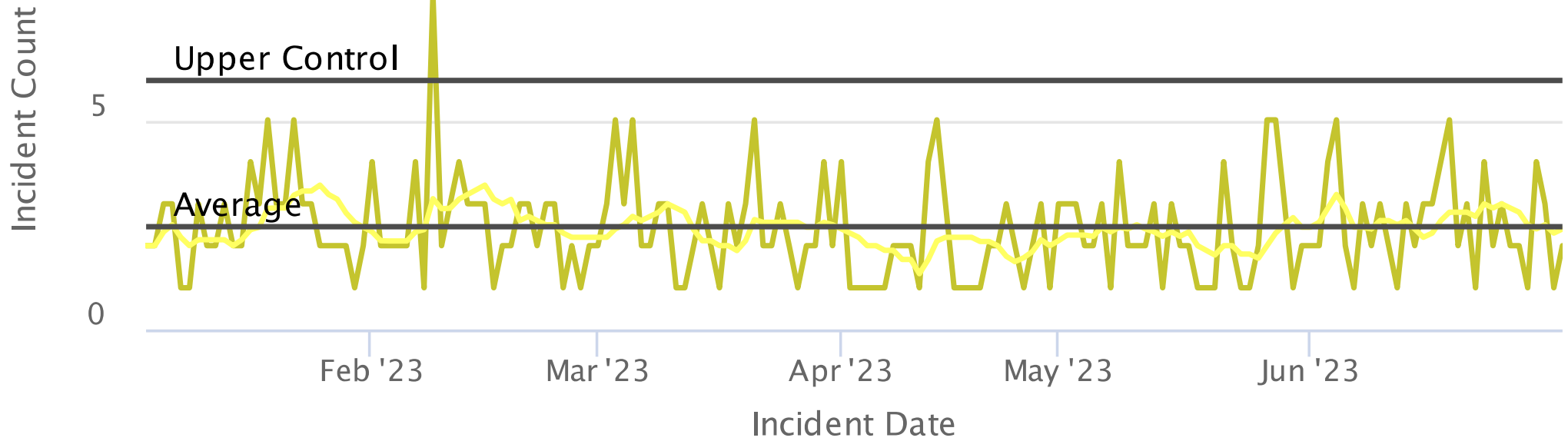
Fire Call Volume by Week

Jan 01, 2023 to Jun 30, 2023



Fire Call Volume by Day

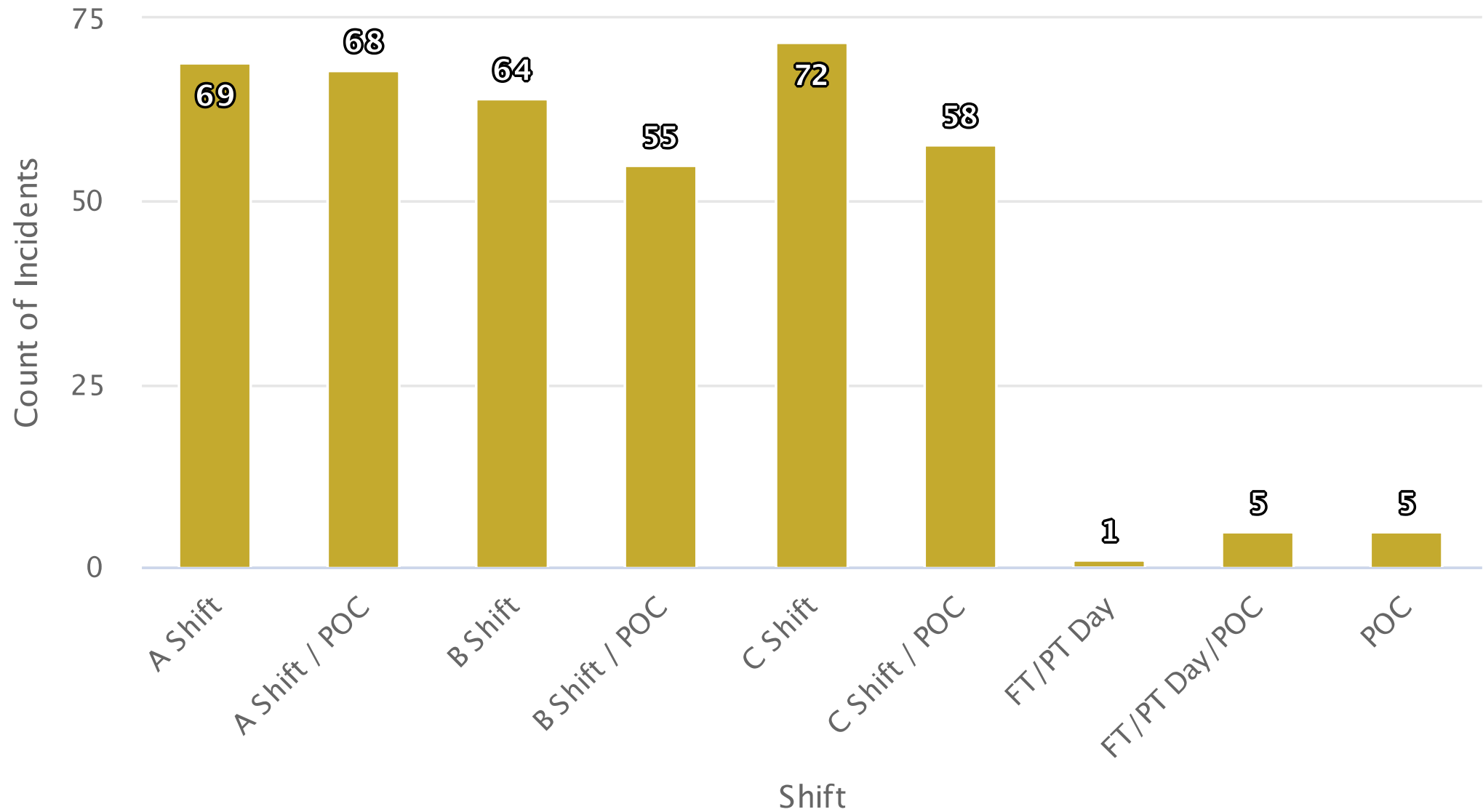
Jan 01, 2023 to Jun 30, 2023



— Daily Incident Count — 10 Day Moving Average Count

Incidents by Shift

Jan 01, 2023 to Jun 30, 2023

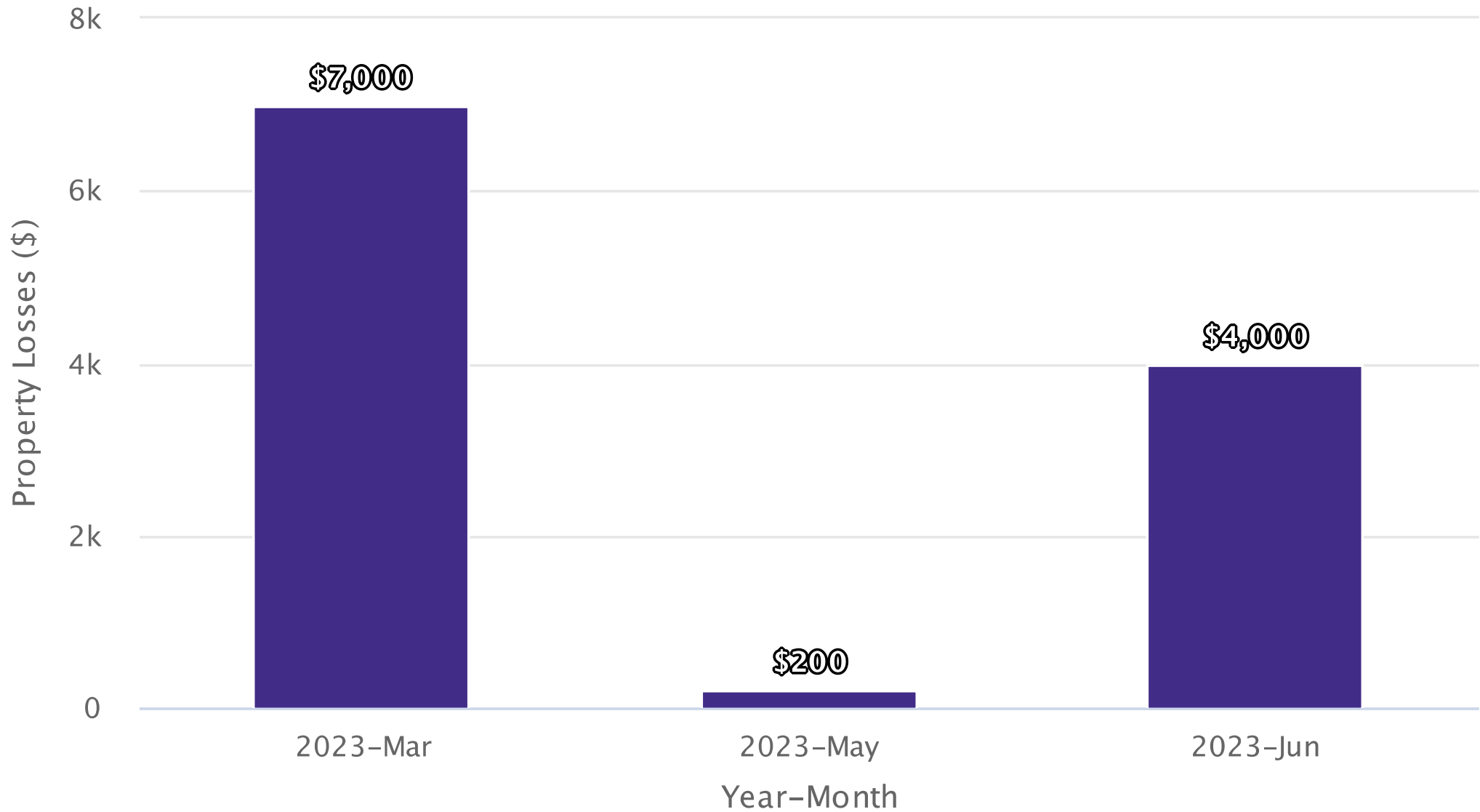


Jan 01, 2023 to Jun 30, 2023

Day of Week	Hour of Day																									
	0000	0200	0400	0600	0800	1000	1200	1400	1600	1800	2000	2200	2400	0000	0200	0400	0600	0800	1000	1200	1400	1600	1800	2000	2200	2400
Sunday	2	2	1	0	0	2	0	1	3	5	4	0	1	4	2	5	3	5	3	4	3	1	2	1		
Monday	0	0	3	0	0	0	3	1	4	2	2	4	3	2	5	2	3	5	4	1	1	5	2	0		
Tuesday	1	1	1	0	1	0	2	2	0	3	3	3	4	5	2	3	2	1	1	5	1	2	4	1		
Wednesday	1	1	2	0	0	0	0	2	3	6	8	3	4	8	2	4	2	1	3	5	3	2	1	3		
Thursday	1	2	1	1	0	1	0	2	5	1	1	4	3	2	4	6	1	7	4	4	2	1	3	2		
Friday	1	2	1	2	0	0	1	2	5	4	1	6	3	2	5	4	6	3	2	2	2	3	4	1		
Saturday	1	2	1	0	0	2	1	1	4	4	3	0	3	3	1	1	3	7	3	8	6	2	2	1		

Property Losses by Month

Jan 01, 2023 to Jun 30, 2023



Property Loss Incidents (Top 20)

Jan 01, 2023 to Jun 30, 2023



Agency Name	Incident Date Time	Incident Number	Property Use	Street Number	Street Name	City	State	Postal Code	Property Pre-Incident Value	Property Loss
Dutton Fire Department	3/16/2023 11:12 PM	DUF-0000173-2023	Highway or divided highway	(blank)	M-6	Caledonia	MI	49316	\$7,000	\$7,000
Dutton Fire Department	6/29/2023 3:20 PM	DUF-0000399-2023	1 or 2 family dwelling	6658	MILL	Caledonia	MI	49316	\$75,000	\$4,000
Dutton Fire Department	5/8/2023 6:45 AM	DUF-0000275-2023	Residential street, road or residential driveway	3300	MILLPOND	Caledonia	MI	49316	(blank)	\$200

Aid Given and Received Summary

Jan 01, 2023 to Jun 30, 2023



Fire Department	Automatic Aid Given	% of Total Automatic Aid Given	Automatic Aid Received	% of Total Automatic Aid Received	Mutual Aid Given	% of Total Mutual Aid Given	Mutual Aid Received	% of Total Mutual Aid Received
Byron Township Fire Department	0	0%	0	0%	2	0%	0	0%
Caledonia Township Fire Department	1	0%	1	0%	1	0%	5	0%
Cascade Township Fire Department	1	0%	0	0%	0	0%	0	0%
City of Kentwood Fire Department	7	0%	3	0%	1	0%	2	0%
Cutlerville Fire Department	9	0%	4	0%	37	0%	0	0%
Overall	18	100%	8	100%	41	100%	7	100%

Calls in Progress

Jan 01, 2023 12:00 AM to Jun 30, 2023 11:59 PM



Calls in Progress	Occurrences	% of Occurrences	Hours	% of Hours
0 Calls In Progress	374	47.04%	4,177.31	96.16%
1 Call In Progress	396	49.81%	161.47	3.72%
2 Calls In Progress	24	3.02%	4.96	0.11%
3 Calls In Progress	1	0.13%	0.26	0.01%
Totals	795	100%	4,344	100%



Dashboard: Fire Board Report
Topic: Cutlerville (Custom Date)
Timeframe: Jan 01, 2023 12:00 AM to Jun 30, 2023 11:59 PM

Incidents by Category and Month

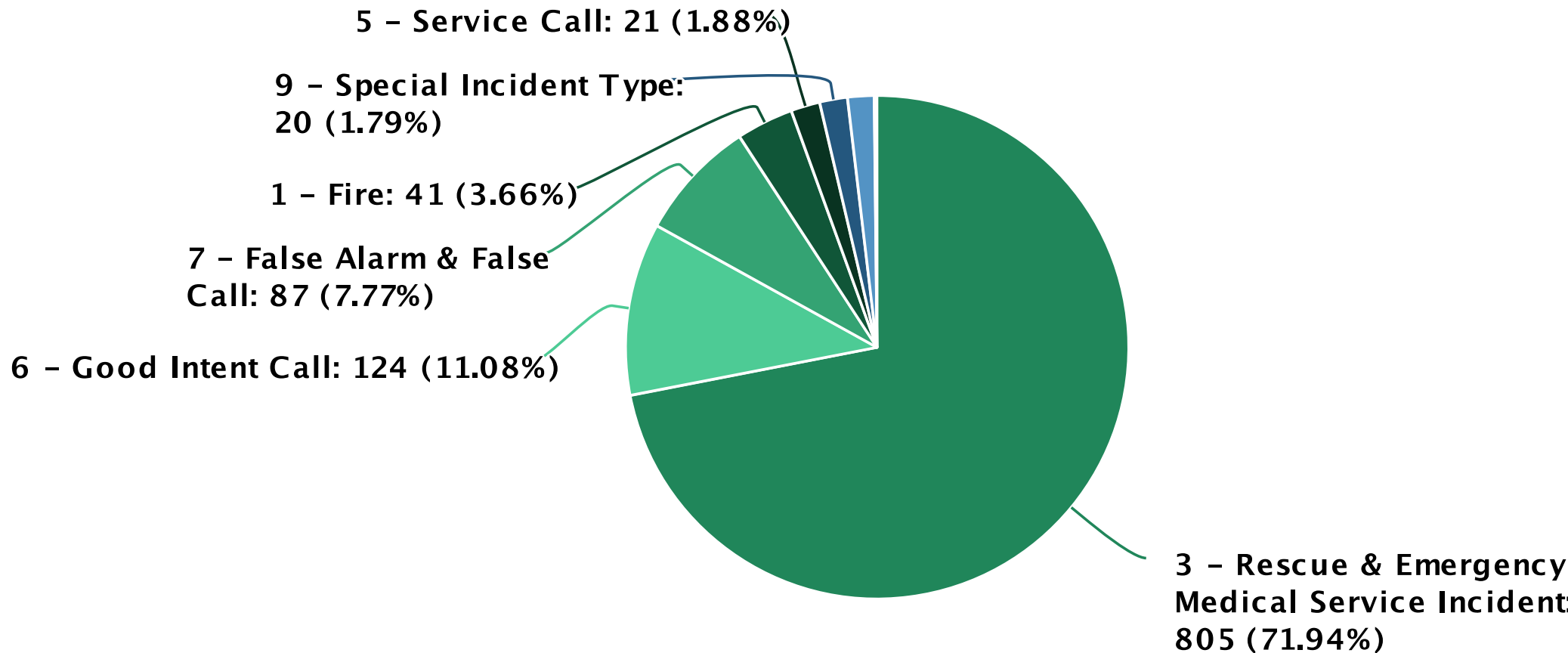
Jan 01, 2022 12:00 AM to Jul 06, 2023 09:39 AM



Incident Type Category	2023							2023		2022		YTD % Change
	Jan	Feb	Mar	Apr	May	Jun	Jul	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
1 - Fire	3	9	2	3	9	15	2	43	4%	58	5%	-25.86%
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	0	1	0	0	1	0	0	2	0%	1	0%	100%
3 - Rescue & Emergency Medical Service Incident	128	115	141	127	149	145	36	841	72%	822	74%	2.31%
4 - Hazardous Condition (No Fire)	2	4	1	3	7	2	0	19	2%	21	2%	-9.52%
5 - Service Call	4	1	2	2	2	10	0	21	2%	34	3%	-38.24%
6 - Good Intent Call	27	12	24	21	22	18	5	129	11%	88	8%	46.59%
7 - False Alarm & False Call	17	16	20	10	9	15	4	91	8%	84	8%	8.33%
8 - Severe Weather & Natural Disaster	0	0	0	0	0	0	0	0	0%	1	0%	-100%
9 - Special Incident Type	3	3	2	2	6	4	0	20	2%	0	0%	N/A
Grand Total	184	161	192	168	205	209	47	1,166	100%	1,109	100%	5.14%

Incident Type Categories

Jan 01, 2023 to Jun 30, 2023



2023									
<i>District/Zone</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Total</i>	<i>% of Total Incidents</i>
B1U - Byron Township	7	0	1	1	3	1	1	14	1%
B2U - Byron Township	29	23	22	31	36	26	7	174	15%
B3U - Byron Township	15	8	11	13	12	10	1	70	6%
B4U - Byron Township	15	24	24	5	26	31	6	131	11%
B5S - Byron Township	2	0	4	0	0	1	0	7	1%
B6S - Byron Township	8	14	16	11	12	14	3	78	7%
B7R - Byron Township	0	0	1	1	1	4	0	7	1%
B8R - Byron Township	1	1	0	0	0	0	0	2	0%
Byron Township Fire	0	4	3	0	0	2	0	9	1%
Dutton Fire Department	1	2	1	1	0	2	0	7	1%
G1U - Gaines Township	40	20	48	41	45	43	17	254	22%
G2S - Gaines Township	20	16	16	21	20	28	0	121	10%
G3U - Gaines Township	22	23	26	15	25	19	8	138	12%
G4S - Gaines Township	2	4	4	7	2	6	0	25	2%
G5S - Gaines Township	9	14	5	11	8	9	2	58	5%
G6S - Gaines Township	6	1	1	1	3	0	0	12	1%
G7R - Gaines Township	1	1	4	4	4	2	1	17	1%
G8R - Gaines Township	1	1	1	0	0	2	0	5	0%
Kentwood	3	3	3	4	8	8	0	29	2%
Wyoming	2	2	1	1	0	1	1	8	1%
Grand Total	184	161	192	168	205	209	47	1166	100%

Monthly Call Volume Year over Year

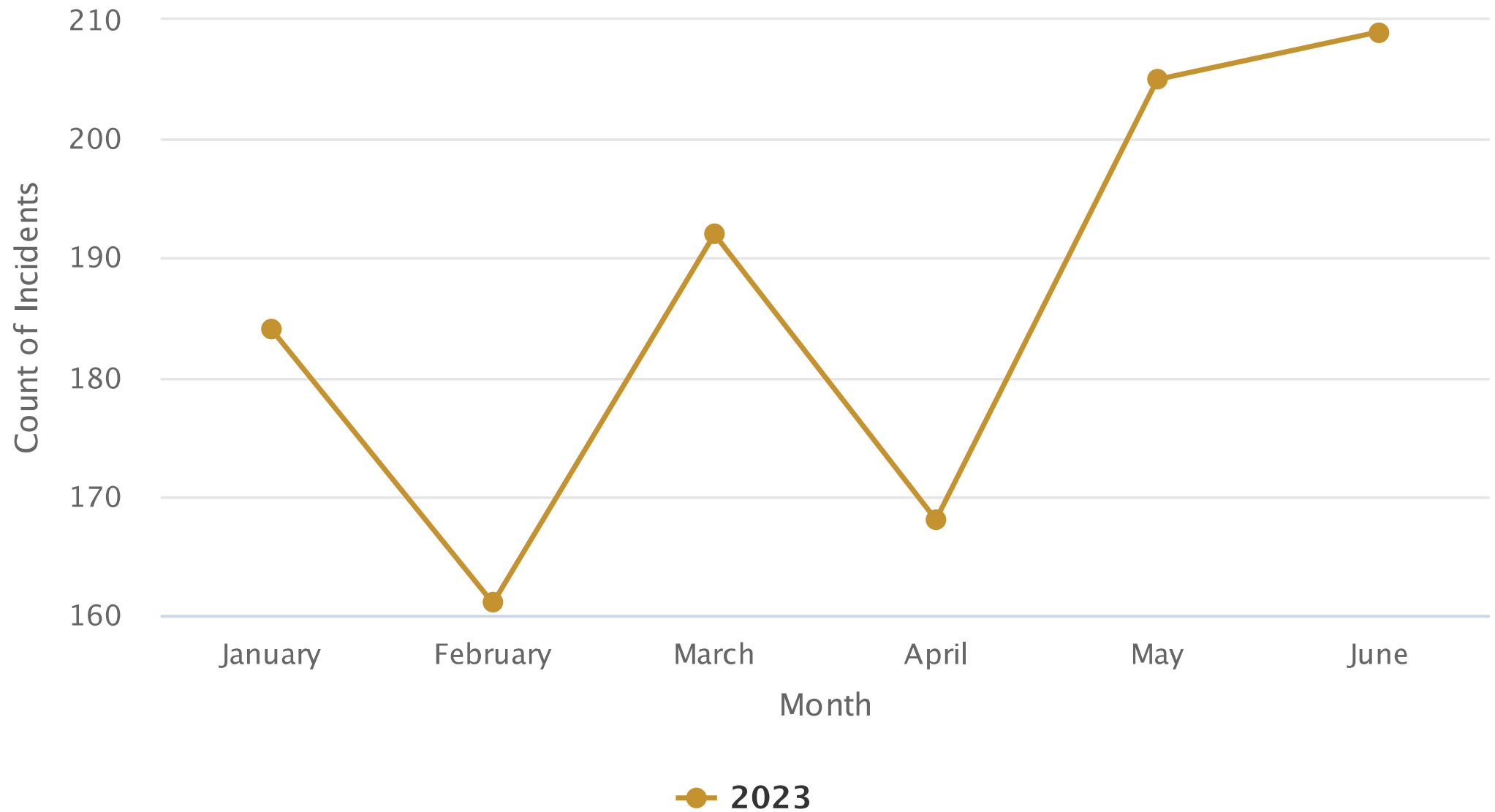
Jan 01, 2022 12:00 AM to Jul 06, 2023 09:38 AM



Month Name	2023		2022		YTD % Change
	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
January	184	16%	166	15%	10.84%
February	161	14%	174	16%	-7.47%
March	192	16%	164	15%	17.07%
April	168	14%	180	16%	-6.67%
May	205	18%	216	19%	-5.09%
June	209	18%	176	16%	18.75%
July	47	4%	33	3%	42.42%
Grand Total	1,166	100%	1,109	100%	5.14%

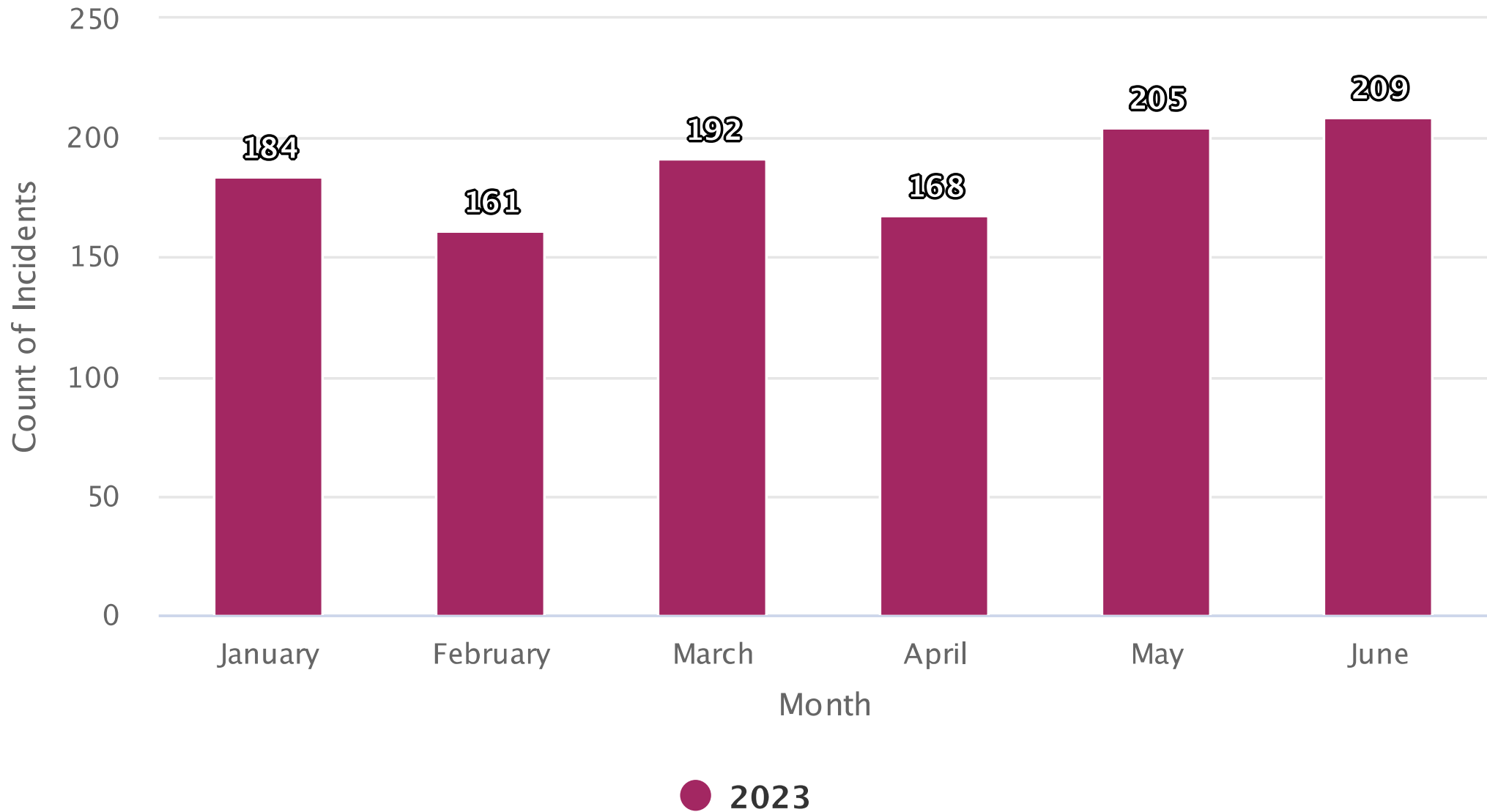
Fire Call Volume by Month

Jan 01, 2023 to Jun 30, 2023



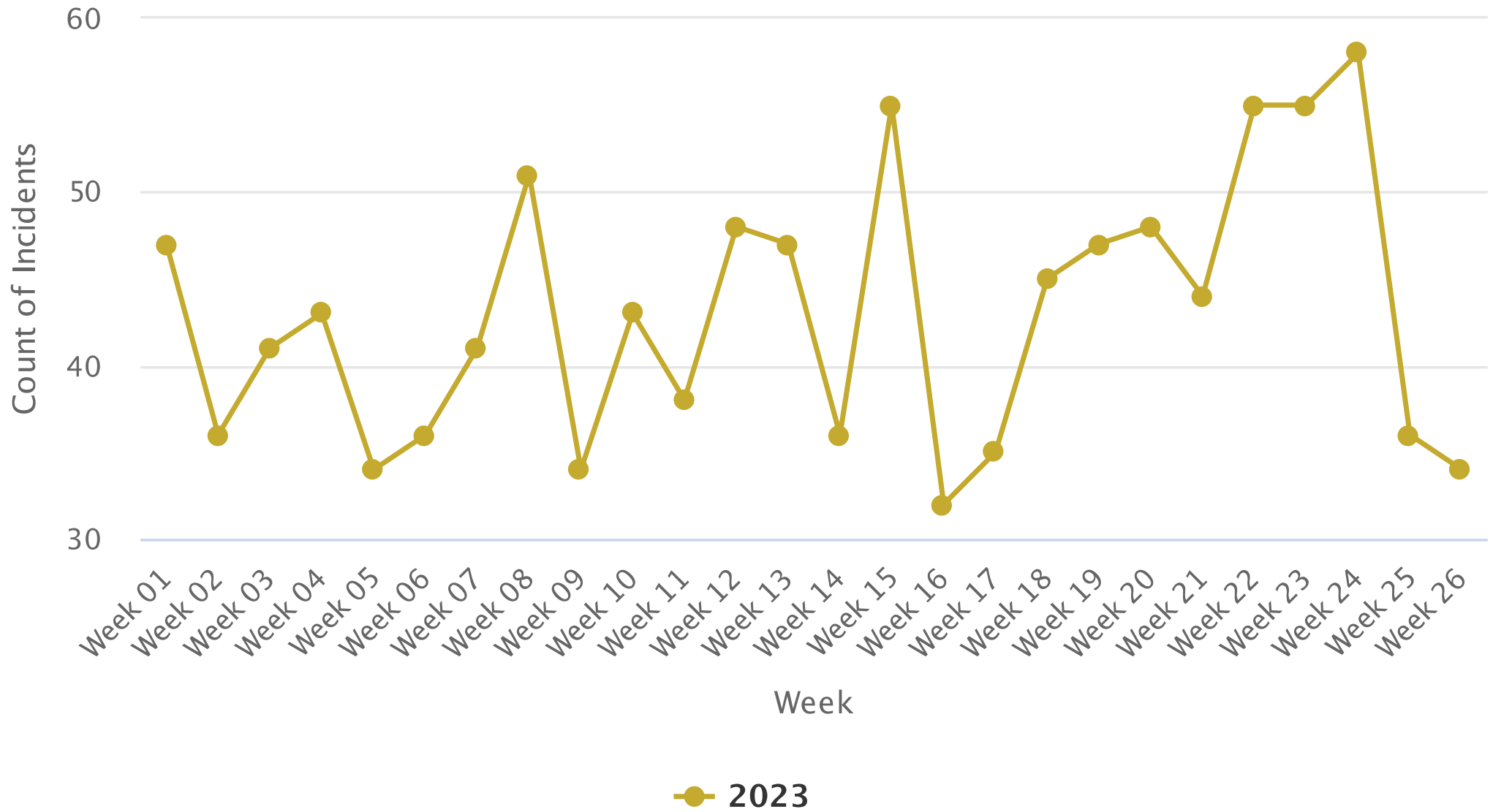
Incidents by Month

Jan 01, 2023 to Jun 30, 2023



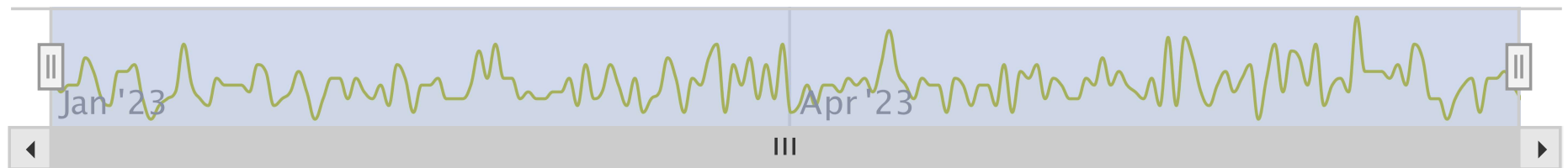
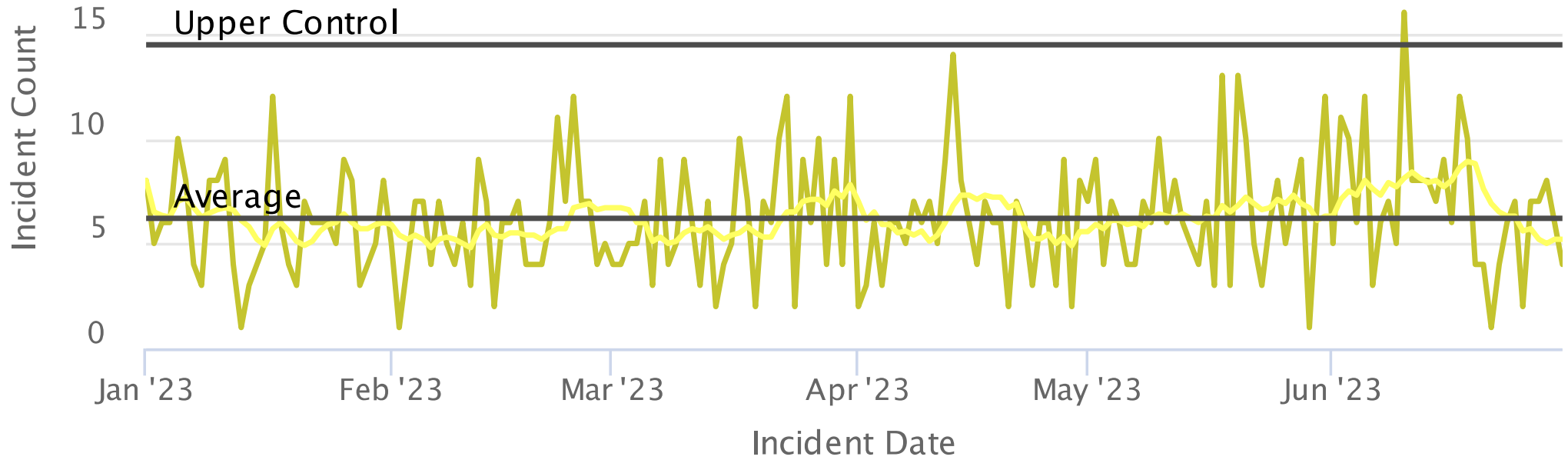
Fire Call Volume by Week

Jan 01, 2023 to Jun 30, 2023



Fire Call Volume by Day

Jan 01, 2023 to Jun 30, 2023



— Daily Incident Count — 10 Day Moving Average Count

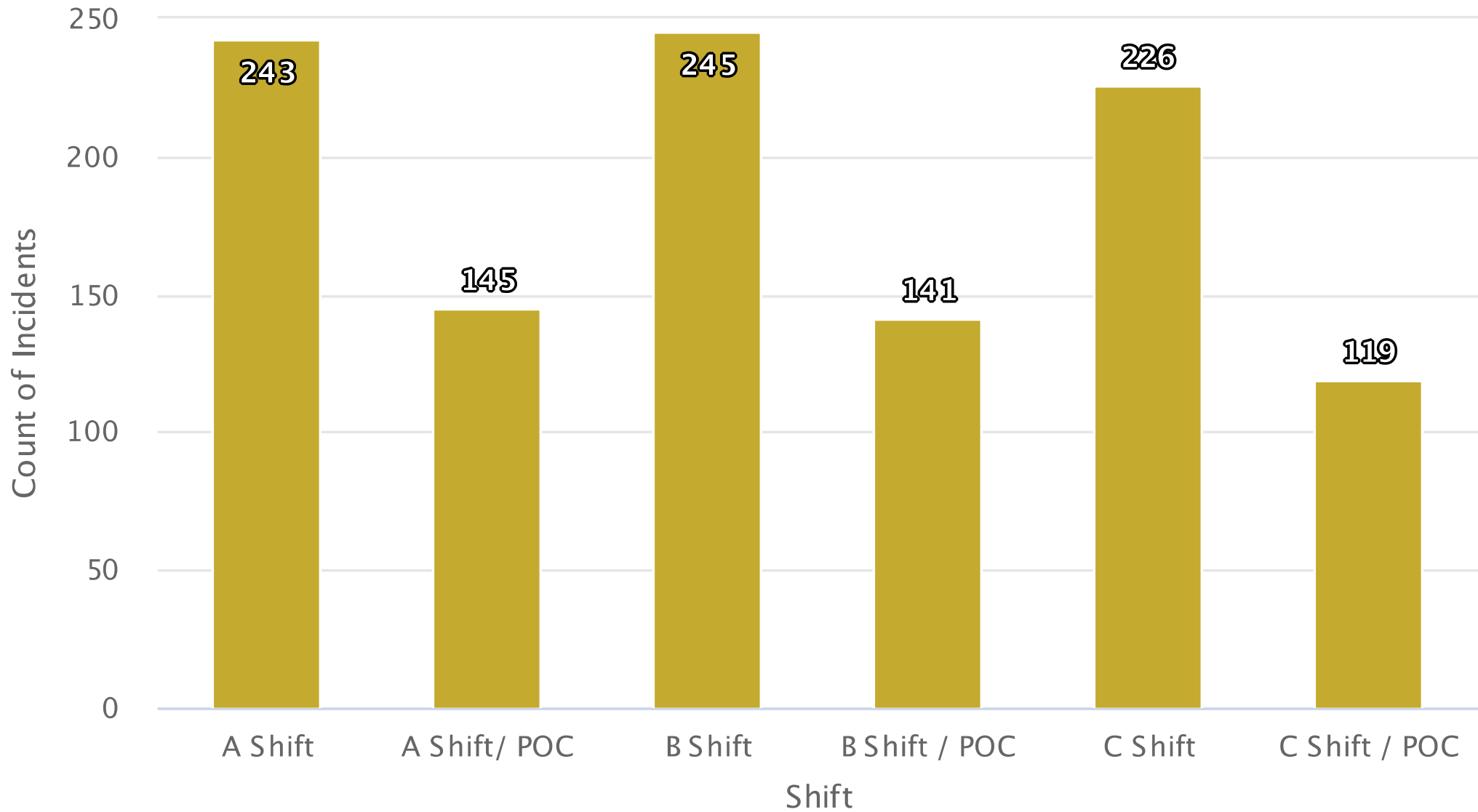
Incidents by Day and Hour

Jan 01, 2023 to Jun 30, 2023

Day of Week	Hour of Day																									
	0000	0200	0400	0600	0800	1000	1200	1400	1600	1800	2000	2200	2400	0000	0200	0400	0600	0800	1000	1200	1400	1600	1800	2000	2200	2400
Sunday	6	8	5	4	2	3	2	7	4	8	10	5	6	10	6	8	8	11	9	10	9	3	6	1		
Monday	2	3	7	1	3	2	4	4	9	3	7	13	9	3	10	9	6	12	12	8	9	9	4	4		
Tuesday	4	3	4	5	2	3	2	4	6	6	14	4	7	12	5	7	17	7	6	11	8	9	3	6		
Wednesday	4	4	2	4	2	5	4	7	6	10	11	10	11	10	6	11	7	7	6	10	8	11	9	3		
Thursday	4	4	5	2	4	0	5	6	8	3	8	9	9	11	14	13	10	13	5	5	8	5	8	6		
Friday	7	2	1	5	6	3	6	6	9	4	9	10	11	14	14	6	12	11	2	7	11	5	5	4		
Saturday	3	7	5	3	3	4	4	5	4	8	9	9	6	13	6	8	6	5	11	9	10	7	8	4		

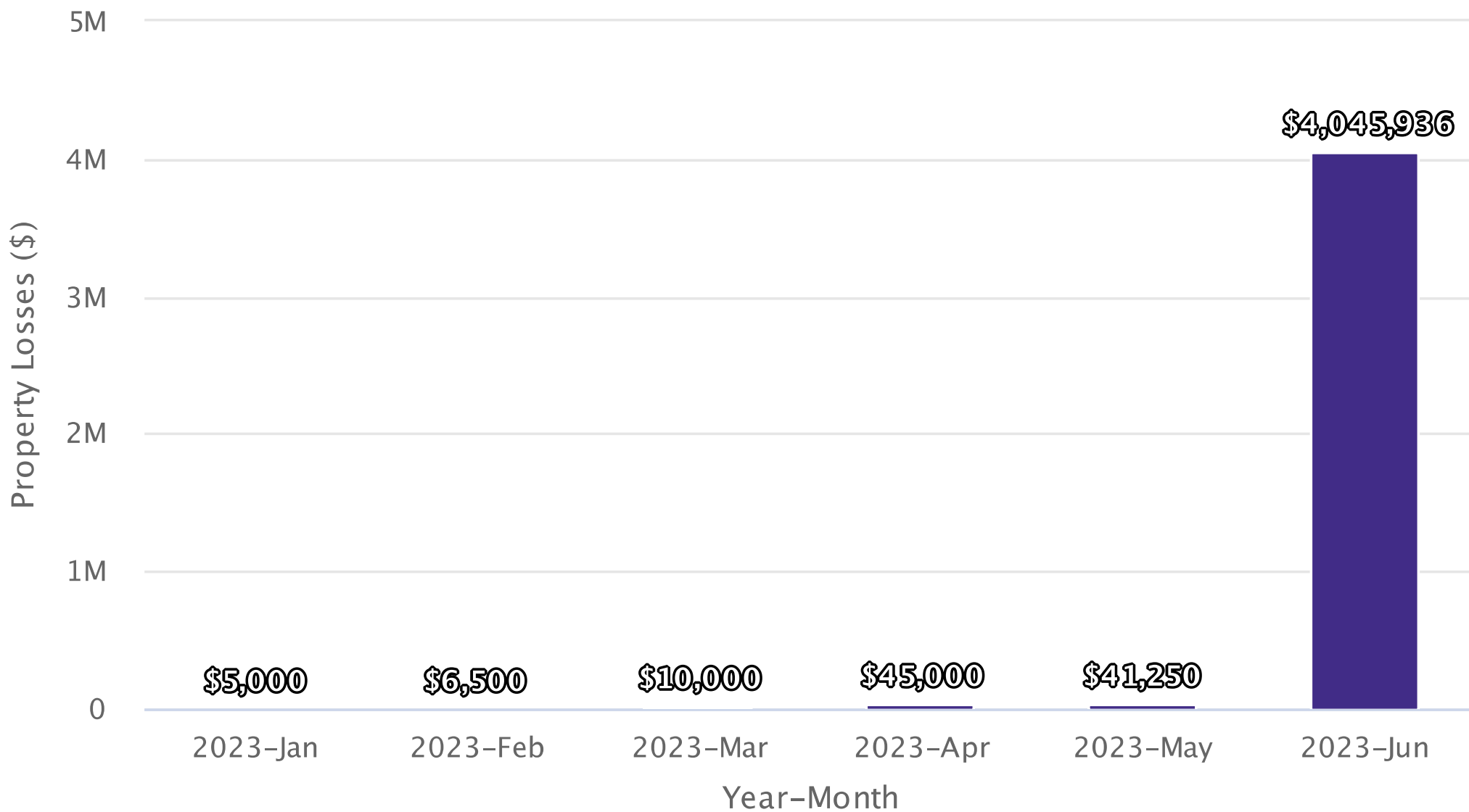
Incidents by Shift

Jan 01, 2023 to Jun 30, 2023



Property Losses by Month

Jan 01, 2023 to Jun 30, 2023



Property Loss Incidents (Top 20)

Jan 01, 2023 to Jun 30, 2023



Agency Name	Incident Date Time	Incident Number	Property Use	Street Number	Street Name	City	State	Postal Code	Property Pre-Incident Value	Property Loss
Cutlerville Fire Department	6/8/2023 11:41 PM	CUF-0000995-2023	Multifamily dwelling	7167	Marshwood	Byron Center	MI	49315	\$4,651,554	\$3,857,836
Cutlerville Fire Department	6/4/2023 2:13 PM	CUF-0000964-2023	1 or 2 family dwelling	372	60TH	Grand Rapids	MI	49548	\$238,041	\$180,000
Cutlerville Fire Department	4/14/2023 8:24 PM	CUF-0000639-2023	1 or 2 family dwelling	6100	Skipton	Grand Rapids	MI	49548	\$90,000	\$45,000
Cutlerville Fire Department	5/28/2023 10:30 PM	CUF-0000911-2023	1 or 2 family dwelling	101	Centerbrook	Grand Rapids	MI	49548	\$65,000	\$40,000
Cutlerville Fire Department	3/20/2023 9:11 PM	CUF-0000464-2023	1 or 2 family dwelling	184	Wallasey	Grand Rapids	MI	49548	\$50,000	\$10,000
Cutlerville Fire Department	6/2/2023 9:43 AM	CUF-0000940-2023	Residential street, road or residential driveway	72	100TH	Byron Center	MI	49315	\$5,600	\$5,600
Cutlerville Fire Department	1/12/2023 6:21 AM	CUF-0000080-2023	Highway or divided highway	(blank)	US 131	Grand Rapids	MI	49548	\$5,500	\$5,000
Cutlerville Fire Department	2/12/2023 3:34 PM	CUF-0000250-2023	Vehicle parking area	7295	Clyde Park	Byron Center	MI	49315	\$5,000	\$5,000
Cutlerville Fire Department	2/27/2023 12:52 PM	CUF-0000347-2023	Vehicle parking area	6026	Woodfield	Grand Rapids	MI	49548	\$3,500	\$1,500
Cutlerville Fire Department	6/22/2023 2:03 PM	CUF-0001100-2023	Vehicle parking area	6240	WOODFIELD	Grand Rapids	MI	49548	\$1,500	\$1,500
Cutlerville Fire Department	5/3/2023 9:39 PM	CUF-0000743-2023	Alcohol or substance abuse recovery center	160	68th	Grand Rapids	MI	49548	\$350,000	\$1,000
Cutlerville Fire Department	6/20/2023 3:38 AM	CUF-0001093-2023	1 or 2 family dwelling	6944	Christmas	Grand Rapids	MI	49548	\$25,000	\$800
Cutlerville Fire Department	5/17/2023 8:52 PM	CUF-0000827-2023	Open land or field	148	72ND	Grand Rapids	MI	49548	\$200	\$200
Cutlerville Fire Department	6/14/2023 4:44 PM	CUF-0001049-2023	Vehicle parking area	688	PRESERVE CIRCLE	Grand Rapids	MI	49548	\$2,000	\$200
Cutlerville Fire Department	5/10/2023 12:30 PM	CUF-0000782-2023	Open land or field	(blank)	DIVISION	Grand Rapids	MI	49548	\$50	\$50

Aid Given and Received Summary

Jan 01, 2023 to Jun 30, 2023



Fire Department	Automatic Aid Given	% of Total Automatic Aid Given	Automatic Aid Received	% of Total Automatic Aid Received	Mutual Aid Given	% of Total Mutual Aid Given	Mutual Aid Received	% of Total Mutual Aid Received
Byron Township Fire Department	4	0%	6	0%	3	0%	19	0%
City of Kentwood Fire Department	11	0%	15	0%	3	0%	2	0%
City of Wyoming Fire Department	2	0%	8	0%	2	0%	0	0%
Dutton Fire Department	4	0%	9	0%	0	0%	33	0%
Overall	21	100%	38	100%	8	100%	54	100%

Calls in Progress

Jan 01, 2023 12:00 AM to Jun 30, 2023 11:59 PM



Calls in Progress	Occurrences	% of Occurrences	Hours	% of Hours
0 Calls In Progress	1,017	45.40%	3,963.78	91.25%
1 Call In Progress	1,115	49.78%	361.86	8.33%
2 Calls In Progress	103	4.60%	17.75	0.41%
3 Calls In Progress	5	0.22%	0.61	0.01%
Totals	2,240	100%	4,344	100%



Michelle LaJoye-Young
SHERIFF

JUNE 2023 GAINES TOWNSHIP CP REPORT

COMPLETED

- Attended the Gaines Chamber luncheon at Railside
- Responded to the 10500 blk of Kalamazoo in reference to a suspicious subject that was parked in the corn field
- Dealing with an ORV issue 7200blk of Eastern
- Follow up on a parking issue at 6610 Summer Shores SE
- Assisted Grand MHP with some ongoing
- Assisted with a patient issue at Pine Rest
- Dealt with a tenant issue on Kran Ave
- Met with Preservation Lakes Home and Condo owners to discuss crime and traffic concerns
- Attended meeting with Kentwood and Green Meadow MHP's in reference to some tenant issues
- Assisted other units on a Felony traffic stop on 76th and Hanna Lake Ave
- Worked Cutlerville Days 5k race
- Attended court with Natalie for an ongoing zoning issue on Hammond Ave
- Assisted Woodfield with a tenant breaking windows
- Conducted traffic enforcement of people cutting through the Township lot during the first day of construction
- Attended the Gaines Chamber awards ceremony luncheon at the Holiday Inn on Clay Ave
- Deployed the speed trailer to Hammond Ave
- Worked with Leisure Creeks property management on a board issue

- Dealt with an ongoing tenant issue at 81 S Green Meadow
- Recovered a firearm off a suicidal subject in Woodfield
- Spoke with Rod about soliciting in Gaines Twp
- Patrolled Rapids Drive several times
- Patrolled Crystal Springs for speeders several times
- Patrolled Preservation Lakes for speeders several times
- Dealt with a suspicious report in the 1200blk of 76th St SE
- Attended the National Sheriff's Association conference in Grand Rapids
- Attended a neighborhood cookout for the 100blk of Fontenelle St

ONGOING / UPCOMING

- Rapids Drive patrols
- Continued work on National Night Out
- Meeting with Stevens Pointe Neighborhood watch
- Attend a community event at Dutton URC
- Deploying the speed trailer to Preservation Lakes

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR 7:00 PM MEETING
June 12, 2023**

Present: Supervisor DeWard, Clerk Brew, Treasurer Lemke, Trustees Fryling, Haagsma, Terpstra, VanderStel

Absent with notice: None

Opening prayer was given by Board Member VanderStel and the Pledge of Allegiance was recited

1. The meeting was called to order at 7:03 p.m. by Board Member DeWard

2. Question of Conflict of Interest

None

3. Review of the Consent Agenda.

No items were removed.

4. Meeting Agenda

Motion by Board Member VanderStel and seconded by Board Member Fryling to approve the proposed agenda.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

5. Scheduled Speakers

Dan Veldhuizen, Siegfried Crandall, 2022 Audit Review

6. Recognition of Individuals and/or Delegations for agenda and non-agenda items.

No one spoke

7. Public Hearings – Steelcase Rezoning Request

Motion by Board Member Haagsma and seconded by Board Member Fryling to open the public hearing on the Steelcase Rezoning request.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

Brian Sikkema, Highpoint Real Estate, was available for questions from the board

Motion by Board Member Haagsma and seconded by Board Member VanderStel to close the public hearing on the Steelcase Rezoning request.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

8. Approval of the Consent Agenda

Consent Agenda including the May 08, 2023 Township Board Meetings minutes; General Fund expenditures from 05/01/2023 through 05/31/2023 totaling \$118,203.34; Public Safety Special Assessment District expenditures totaling \$127,931.41; Building Inspections totaling \$8,588.45; Water and Sewer Fund expenditures totaling \$323,862.84; May 2023 Building Department Revenue Report; May 2023 Webpage stats; May 2023 Community Policing Report; Dutton Fire May 2023 Report; Cutlerville Fire May 2023 Report; Treasurer Financial Report; and Kent County Community Action 2023 CDBG Application update.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member VanderStel - yes, Board Member Lemke - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes. Motion carried.

9. New Business

A. Consent Judgement – Prairie Wolf Station

Motion by Board Member VanderStel and seconded by Board Member Terpstra to approve the revised consent judgement for Prairie Wolf Station as submitted by the court.

ROLL CALL VOTE: Board Member VanderStel - yes, Board Member Terpstra - yes, Board Member Lemke - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Haagsma - yes. Motion carried.

B. Hoffman Meadows Special Assessment Street Light District

Motion by Board Member Haagsma and seconded by Board Member VanderStel to set a Public hearing for July 10, 2023 for the Hoffman Meadows Special Assessment Street Light District.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

C. Adoption of Kent County, Ottawa County and City of Grand Rapids Hazard Mitigation Plan

Motion by Board Member Haagsma and seconded by Board Member Lemke to adopt the Hazard Mitigation Plan resolution.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Lemke - yes, Board Member VanderStel - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Terpstra - yes. Motion carried.

D. StoneCo Planned Unit Development (PUD) Rezone

Motion by Board Member Fryling and seconded by Board Member Haagsma to set a public hearing for July 10, 2023 for the StoneCo PUD rezone

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

E. 1200 60th Street Conditional Rezone from Office Service (O-S) to Residential – 3 (R-3)

Motion by Board Member Haagsma and seconded by Board Member Terpstra to set a public hearing for July 10, 2023 for the 1200 60th Street rezone from O-S to R-3.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

F. Steelcase Rezone Request

Motion by Board Member Haagsma and seconded by Board Member VanderStel to approve the Steelcase Rezone Request from Agricultural / Rural-Residential (A-R) and Agricultural / Agri-Business (A=B) to Light Industrial (I-1)

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member VanderStel - yes, Board Member Fryling - yes, Board Member Lemke - no, Board Member Terpstra - yes, Board Member Brew - yes, Board Member DeWard - yes. Motion carried.

G. RL-10 Development Moratorium Extension

Motion by Board Member Haagsma and seconded by Board Member Terpstra to set a public hearing for July 10, 2023 for the RL-10 Development Moratorium.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

H. Upgrade Township Board Room Technology

Motion by Board Member Haagsma and seconded by Board Member Lemke to upgrade the board room audio visual technology.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Lemke - yes, Board Member Terpstra - yes, Board Member VanderStel - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes. Motion carried.

I. Dutton Fire Department Purchase of Extraction Tools

Motion by Board Member Lemke and seconded by Board Member Terpstra to purchase new extraction tools to replace the existing extraction tools for Engine 69.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Terpstra - yes, Board Member VanderStel - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Haagsma - yes. Motion carried.

J. Dutton Fire Department Purchase of First-Arriving Software and Equipment

Motion by Board Member Haagsma and seconded by Board Member Terpstra to approve the purchase of the First Arriving system software, monitors, and electrical outlets.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member VanderStel - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Lemke - yes. Motion carried.

L. Dutton Fire Department Purchase of Loose Equipment

Motion by Board Member VanderStel and seconded by Board Member Terpstra to approve the purchase of "loose equipment" to outfit Engine 67 not to exceed \$25,000.

ROLL CALL VOTE: Board Member VanderStel - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Haagsma - yes, Board Member Lemke - yes. Motion carried.

M. Dutton Fire Department Purchase of Fitness Equipment

Motion by Board Member Haagsma and seconded by Board Member Terpstra to approve the purchase of fitness equipment for the Dutton Fire Station.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Lemke - yes, Board Member VanderStel - yes, Board Member Brew - yes. Motion carried.

N. Kent County Sheriff Department Request to Rent Community Room C for Fitness Room

Motion by Board Member Haagsma and seconded by Board Member VanderStel to approve leasing Community Room C for the purpose of creating a fitness room

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member VanderStel - yes, Board Member Fryling - no, Board Member Lemke - yes, Board Member Terpstra - yes, Board Member Brew - no, Board Member DeWard - yes. Motion carried.

10. Comments & Discussion

StoneCo mining activities past and future.

11. Adjournment

Motion by Board Member Haagsma and seconded by Board Member Terpstra to adjourn the meeting at 09:07 p.m.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

Michael Brew, Clerk

Robert DeWard, Supervisor

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR 5:30 PM MEETING
June 26, 2023**

Present: Supervisor DeWard, Clerk Brew, Treasurer Lemke, Trustees Fryling, Terpstra, VanderStel

Absent with notice: Haagsma

Opening prayer was given by Board Member Fryling and the Pledge of Allegiance was recited

1. The meeting was called to order at 5:39 p.m. by Board Member DeWard

2. Question of Conflict of Interest

None

3. Meeting Agenda

Motion by Board Member VanderStel and seconded by Board Member Lemke to approve the proposed agenda.

VOICE VOTE: 6 Aye. 0 Nay. Motion carried on voice vote.

4. Communications – Informational Items

None

5. Recognition of Individuals and/or Delegations for agenda items.

No one spoke

6. Presentations and Discussion

A. Cutlerville Fire Chief – Staffing Discussion

B. Kent County Sheriff – Additional Policing Shifts

C. ARPA Monies

7. Comments & Discussion

StoneCo mining activities past and future.

11. Adjournment

Motion by Board Member Terpstra and seconded by Board Member Fryling to adjourn the meeting at 08:13 p.m.

VOICE VOTE: 6 Aye. 0 Nay. Motion carried on voice vote.

Michael Brew, Clerk

Robert DeWard, Supervisor

DRAFT

07/05/2023
GENERAL FUND

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
06/05/2023	GEN 2	32457	123.NET	TWP OFFICE	853.000	265.000	251.50
06/05/2023	GEN 2	32460	BUSINESS SYSTEM SOLUTIONS, INC	CLERK COMPUTER, DFD COMPUTER	963.001	215.000	35.00
06/05/2023	GEN 2	32460	BUSINESS SYSTEM SOLUTIONS, INC	CLERK COMPUTER, DFD COMPUTER	979.000	215.000	1,299.99
				CHECK GEN 2 32460 TOTAL FOR FUND 101:			1,334.99
06/05/2023	GEN 2	32462#	CONSUMERS ENERGY	TWP HALL	920.000	265.000	3,578.97
06/05/2023	GEN 2	32462	CONSUMERS ENERGY	DIVISION STREET LIGHTS	920.001	448.000	75.39
06/05/2023	GEN 2	32462	CONSUMERS ENERGY	DUTTON CEMETERY	920.000	567.000	28.81
06/05/2023	GEN 2	32462	CONSUMERS ENERGY	LIBRARY	920.000	790.000	606.80
				CHECK GEN 2 32462 TOTAL FOR FUND 101:			4,289.97
06/05/2023	GEN 2	32463#	FIRST BANKCARD CENTER	DUMPSTER LIBRARY PROJECT, FLAG, COPY PAPER	727.000	261.000	229.95
06/05/2023	GEN 2	32463	FIRST BANKCARD CENTER	DUMPSTER LIBRARY PROJECT, FLAG, COPY PAPER	963.001	265.000	354.54
06/05/2023	GEN 2	32463	FIRST BANKCARD CENTER	DUMPSTER LIBRARY PROJECT, FLAG, COPY PAPER	933.000	790.000	350.00
				CHECK GEN 2 32463 TOTAL FOR FUND 101:			934.49
06/05/2023	GEN 2	32464	FIRST BANKCARD CENTER	ZONING BOOK	831.000	172.000	206.00
06/05/2023	GEN 2	32466	FIRST BANKCARD CENTER	ELECTION MEALS, LADDER, CALCULATOR	727.000	262.000	121.30
06/05/2023	GEN 2	32466	FIRST BANKCARD CENTER	ELECTION MEALS, LADDER, CALCULATOR	812.000	262.000	483.56
				CHECK GEN 2 32466 TOTAL FOR FUND 101:			604.86
06/05/2023	GEN 2	32467	FIRST BANKCARD CENTER	FUEL, LAWN EQUIPMENT PARTS	740.000	567.000	281.84
06/05/2023	GEN 2	32467	FIRST BANKCARD CENTER	FUEL, LAWN EQUIPMENT PARTS	932.000	567.000	231.09
				CHECK GEN 2 32467 TOTAL FOR FUND 101:			512.93

06/05/2023	GEN 2	32468	FIRST BANKCARD CENTER	LIGHT BULBS, LOCKS, TOOLS	933.000	265.000	137.50
06/05/2023	GEN 2	32468	FIRST BANKCARD CENTER	LIGHT BULBS, LOCKS, TOOLS	935.000	265.000	139.47
				CHECK GEN 2 32468 TOTAL FOR FUND 101:			276.97
06/05/2023	GEN 2	32470	FIRST BANKCARD CENTER	CONF FOOD, CONF LODGING, DROP BOX SIGNS, CA\$ 727.000		253.000	24.84
06/05/2023	GEN 2	32470	FIRST BANKCARD CENTER	CONF FOOD, CONF LODGING, DROP BOX SIGNS, CA\$ 812.000		253.000	51.40
06/05/2023	GEN 2	32470	FIRST BANKCARD CENTER	CONF FOOD, CONF LODGING, DROP BOX SIGNS, CA\$ 831.000		253.000	1,125.25
				CHECK GEN 2 32470 TOTAL FOR FUND 101:			1,201.49
06/05/2023	GEN 2	32472	HORIZON COMMUNITY PLANNING LLC	ZONING CONSULTATION	808.000	701.000	1,281.25
06/05/2023	GEN 2	32473#	INTEGRITY OFFICE	NOTES, RUBBERBANDS, CLIPS, LABELS, PAPER, PENS 727.000		171.000	13.29
06/05/2023	GEN 2	32473	INTEGRITY OFFICE	NOTES, RUBBERBANDS, CLIPS, LABELS, PAPER, PENS 727.000		261.000	120.37
				CHECK GEN 2 32473 TOTAL FOR FUND 101:			133.66
06/05/2023	GEN 2	32474#	JACK'S LAWN & SNOWPLOWING, INC	TRASH AND WASTE AT PRARIE WOLF PARK, TWP LAI 935.000		265.000	2,043.57
06/05/2023	GEN 2	32474	JACK'S LAWN & SNOWPLOWING, INC	TRASH AND WASTE AT PRARIE WOLF PARK, TWP LAI 808.000		751.000	560.00
06/05/2023	GEN 2	32474	JACK'S LAWN & SNOWPLOWING, INC	LIBRARY LANDSCAPING	935.000	790.000	584.33
				CHECK GEN 2 32474 TOTAL FOR FUND 101:			3,187.90
06/05/2023	GEN 2	32475	MEDMUTUAL LIFE	JULY 2023 LIFE	717.000	261.000	433.86
06/05/2023	GEN 2	32476#	MEYERS CLEANING SERVICE INC	LIBRARY AND TWP BUILDING CLEANING	821.000	265.000	1,576.00
06/05/2023	GEN 2	32476	MEYERS CLEANING SERVICE INC	LIBRARY AND TWP BUILDING CLEANING	821.000	790.000	1,196.00
				CHECK GEN 2 32476 TOTAL FOR FUND 101:			2,772.00
06/05/2023	GEN 2	32477	MLIVE MEDIA GROUP	NOTICE OF PUBLIC HEAR18NG	901.000	701.000	332.63
06/05/2023	GEN 2	32478	O'NEIL TREE SERVICE	TREE REMOVAL AT BLAIN	973.000	567.000	1,825.00
06/05/2023	GEN 2	32480	SPRINT	TWP MOBILE	853.000	261.000	7.87
06/05/2023	GEN 2	32481	STERICYCLE INC.	REGULAR SERVICE	808.000	261.000	124.55

06/05/2023	GEN 2	32482#	T-MOBILE	TWP MOBILE TELECOMMUNICATION	853.000	171.000	21.65
06/05/2023	GEN 2	32482	T-MOBILE	TWP MOBILE TELECOMMUNICATION	853.000	215.000	43.30
06/05/2023	GEN 2	32482	T-MOBILE	TWP MOBILE TELECOMMUNICATION	853.000	253.000	21.65
06/05/2023	GEN 2	32482	T-MOBILE	TWP MOBILE TELECOMMUNICATION	853.000	257.000	30.00
06/05/2023	GEN 2	32482	T-MOBILE	TWP MOBILE TELECOMMUNICATION	853.000	261.000	82.72
06/05/2023	GEN 2	32482	T-MOBILE	TWP MOBILE TELECOMMUNICATION	853.000	265.000	21.65
06/05/2023	GEN 2	32482	T-MOBILE	TWP MOBILE TELECOMMUNICATION	853.000	443.000	21.65
06/05/2023	GEN 2	32482	T-MOBILE	TWP MOBILE TELECOMMUNICATION	853.000	701.000	43.30
				CHECK GEN 2 32482 TOTAL FOR FUND 101:			285.92
06/05/2023	GEN 2	32483#	VRIESMAN & KORHORN LLC	MISCELLANEOUS ENGINEERING	803.000	261.000	561.00
06/05/2023	GEN 2	32483	VRIESMAN & KORHORN LLC	BLAIN CEMETERY EXPANSION	973.000	567.000	960.83
06/05/2023	GEN 2	32483	VRIESMAN & KORHORN LLC	VANLAAN CONST SUPPLY ADD	808.001	701.000	163.50
06/05/2023	GEN 2	32483	VRIESMAN & KORHORN LLC	EAST PARIS SITE PLAN	808.001	701.000	545.00
06/05/2023	GEN 2	32483	VRIESMAN & KORHORN LLC	STONECO PUD	808.001	701.000	393.93
06/05/2023	GEN 2	32483	VRIESMAN & KORHORN LLC	KENTWOOD COMMUNITY CHURCH	808.001	701.000	319.50
06/05/2023	GEN 2	32483	VRIESMAN & KORHORN LLC	SWITCH SUBSTATION	808.001	701.000	424.28
06/05/2023	GEN 2	32483	VRIESMAN & KORHORN LLC	CALEDONIA MEADOWS	808.001	701.000	350.50
06/05/2023	GEN 2	32483	VRIESMAN & KORHORN LLC	MISCELLANEOUS ENGINEERING	808.001	701.000	1,115.88
				CHECK GEN 2 32483 TOTAL FOR FUND 101:			4,834.42
06/07/2023	GEN 2	32484	AMAZON CAPITAL SERVICES	BOOKS FOR CLERK CONF	831.000	215.000	27.84
06/07/2023	GEN 2	32484	AMAZON CAPITAL SERVICES	ROBERTS RULES CONF BOOK	831.000	215.000	15.19
				CHECK GEN 2 32484 TOTAL FOR FUND 101:			43.03
06/07/2023	GEN 2	32485#	AMBER VANDERMOLEN	KCCA, BALLOT DROP OFF, CEMETERY, CEMETERY CO	817.000	215.000	195.19
06/07/2023	GEN 2	32485	AMBER VANDERMOLEN	KCCA, BALLOT DROP OFF, CEMETERY, CEMETERY CO	817.000	262.000	11.79
				CHECK GEN 2 32485 TOTAL FOR FUND 101:			206.98
06/07/2023	GEN 2	32486#	ARROWWASTE INC	TWP HALL RFUSE	822.000	265.000	150.54
06/07/2023	GEN 2	32486	ARROWWASTE INC	TWP HALL REFUSE	822.000	265.000	125.00
06/07/2023	GEN 2	32486	ARROWWASTE INC	TWP HALL REFUSE	822.000	265.000	41.70
06/07/2023	GEN 2	32486	ARROWWASTE INC	BLAIN REFUSE	822.000	567.000	59.64
06/07/2023	GEN 2	32486	ARROWWASTE INC	LIBRARY REFUSE	822.000	790.000	76.64
				CHECK GEN 2 32486 TOTAL FOR FUND 101:			453.52
06/07/2023	GEN 2	32488	BUSINESS SYSTEM SOLUTIONS, INC	MICROSOFT OFFICE 365 TWP OFFICE, CFD, DFD	809.000	261.000	710.56
06/07/2023	GEN 2	32488	BUSINESS SYSTEM SOLUTIONS, INC	MICROSOFT OFFICE 365 TWP OFFICE, CFD, DFD	809.000	261.000	3,378.00
				CHECK GEN 2 32488 TOTAL FOR FUND 101:			4,088.56

06/07/2023	GEN 2	32489	CHARTER COMMUNICATIONS	TWP OFFICE	853.000	261.000	249.95
06/07/2023	GEN 2	32490#	CLARK HILL	FC GRAND RAPIDS MI LANDLORD, LLC	802.000	257.000	168.00
06/07/2023	GEN 2	32490	CLARK HILL	MOBILE DEFENDERS LLC	802.000	261.000	1,920.00
				CHECK GEN 2 32490 TOTAL FOR FUND 101:			2,088.00
06/07/2023	GEN 2	32492#	CONSUMERS ENERGY	STREET LIGHTS	920.000	448.000	13,211.77
06/07/2023	GEN 2	32492	CONSUMERS ENERGY	LED LIGHTS	920.000	448.000	1,429.05
06/07/2023	GEN 2	32492	CONSUMERS ENERGY	DIVISION STREET LIGHTS	920.001	448.000	81.79
06/07/2023	GEN 2	32492	CONSUMERS ENERGY	DIVISION STREET LIGHTS	920.001	448.000	75.83
06/07/2023	GEN 2	32492	CONSUMERS ENERGY	DIVISION STREET LIGHTS	920.001	448.000	90.46
06/07/2023	GEN 2	32492	CONSUMERS ENERGY	BLAIN	920.000	567.000	37.25
06/07/2023	GEN 2	32492	CONSUMERS ENERGY	BLAIN	920.000	567.000	34.74
				CHECK GEN 2 32492 TOTAL FOR FUND 101:			14,960.89
06/07/2023	GEN 2	32495	MICHAEL BREW	CEMETERY CONF MILEAGE	817.000	215.000	140.83
06/08/2023	GEN 2	32496	EVERETT'S LANDSCAPE MANAGEMENT INC	WEEKLY LAWN MAINTENANCE	808.000	751.000	597.58
06/08/2023	GEN 2	32496	EVERETT'S LANDSCAPE MANAGEMENT INC	LAWN MAINTENANCE BIKE PATH	808.000	751.000	29.64
				CHECK GEN 2 32496 TOTAL FOR FUND 101:			627.22
06/08/2023	GEN 2	32497	GREATAMERICA FINANCIAL SERVICES	OFFICE MACHINES CONTRACT	808.000	261.000	917.00
06/08/2023	GEN 2	32498	KENT COMMUNICATIONS INC	POSTAGE FOR SUMMER TAXES	965.000	253.000	3,822.00
06/08/2023	GEN 2	32499#	KIM TRIPLETT	CELL PHONE, COMMUNITY ROOM	853.000	171.000	12.50
06/08/2023	GEN 2	32499	KIM TRIPLETT	CELL PHONE, COMMUNITY ROOM	853.000	172.000	12.50
06/08/2023	GEN 2	32499	KIM TRIPLETT	CELL PHONE, COMMUNITY ROOM	963.001	265.000	150.00
				CHECK GEN 2 32499 TOTAL FOR FUND 101:			175.00
06/08/2023	GEN 2	32501	MICHIGAN TOWNSHIP ASSOCIATION	MEMBERSHIP FEES	832.000	261.000	8,776.63
06/08/2023	GEN 2	32502	THE SUN AND NEWS	POUBLIC HEARINGS	901.000	701.000	144.60
06/08/2023	GEN 2	32503	VAN LAAR'S AUTO SERVICE	BATTERY AND INSTALL	973.001	446.000	127.92

06/23/2023	GEN 2	32504	ALL STAR PRINTING COMPANY	TAX BILLS TAX LETTERS ENVELOPES	900.000	253.000	1,528.25
06/23/2023	GEN 2	32505#	AMAZON CAPITAL SERVICES	MOP AND BROOM HOLDER	727.000	261.000	16.95
06/23/2023	GEN 2	32505	AMAZON CAPITAL SERVICES	2 20 SHEET STAPLER	727.000	261.000	19.56
06/23/2023	GEN 2	32505	AMAZON CAPITAL SERVICES	COFFEE POT	727.000	261.000	35.58
06/23/2023	GEN 2	32505	AMAZON CAPITAL SERVICES	HDMI TO DVI, ETHERNET CAPLES, DVI TO DVI	727.000	261.000	100.96
06/23/2023	GEN 2	32505	AMAZON CAPITAL SERVICES	3 ROOM TOWER AIR CIRCULATORS	979.000	265.000	209.97
				CHECK GEN 2 32505 TOTAL FOR FUND 101:			383.02
06/23/2023	GEN 2	32507#	BLOOM SLUGGETT	CALEYDONIA LLC, DEVELOPER, EMPLOYMENT ISSUE	802.000	101.000	339.00
06/23/2023	GEN 2	32507	BLOOM SLUGGETT	CALEYDONIA LLC, DEVELOPER, EMPLOYMENT ISSUE	802.000	701.000	398.50
				CHECK GEN 2 32507 TOTAL FOR FUND 101:			737.50
06/23/2023	GEN 2	32508#	BLUE CROSS HSA	HEALTH	717.000	171.000	204.50
06/23/2023	GEN 2	32508	BLUE CROSS HSA	HEALTH	717.000	172.000	204.49
06/23/2023	GEN 2	32508	BLUE CROSS HSA	HEALTH	717.000	215.000	1,920.74
06/23/2023	GEN 2	32508	BLUE CROSS HSA	HEALTH	717.000	253.000	1,445.11
06/23/2023	GEN 2	32508	BLUE CROSS HSA	HEALTH	717.000	257.000	3,789.92
06/23/2023	GEN 2	32508	BLUE CROSS HSA	HEALTH	717.000	443.000	1,003.47
06/23/2023	GEN 2	32508	BLUE CROSS HSA	HEALTH	717.000	701.000	2,151.11
				CHECK GEN 2 32508 TOTAL FOR FUND 101:			10,719.34
06/23/2023	GEN 2	32510	BYRON TOWNSHIP TREASURER	RESTITUTION 5 PAYMENTS	678.000	000.000	125.00
06/23/2023	GEN 2	32511	CINTAS CORPORATION #301	FEB 2023 BILLING DIFFERENCE	805.000	265.000	6.24
06/23/2023	GEN 2	32511	CINTAS CORPORATION #301	TWP HALL BLACK MATS	805.000	265.000	87.34
				CHECK GEN 2 32511 TOTAL FOR FUND 101:			93.58
06/23/2023	GEN 2	32513#	DELTA DENTAL	JULY 2023	717.000	171.000	104.66
06/23/2023	GEN 2	32513	DELTA DENTAL	JULY 2023	717.000	172.000	164.00
06/23/2023	GEN 2	32513	DELTA DENTAL	JULY 2023	717.000	215.000	278.25
06/23/2023	GEN 2	32513	DELTA DENTAL	JULY 2023	717.000	253.000	89.55
06/23/2023	GEN 2	32513	DELTA DENTAL	JULY 2023	717.000	257.000	268.30
06/23/2023	GEN 2	32513	DELTA DENTAL	JULY 2023	717.000	371.000	79.60
06/23/2023	GEN 2	32513	DELTA DENTAL	JULY 2023	717.000	443.000	39.80
06/23/2023	GEN 2	32513	DELTA DENTAL	JULY 2023	717.000	701.000	173.95
				CHECK GEN 2 32513 TOTAL FOR FUND 101:			1,198.11

06/23/2023	GEN 2	32515#	DJ'S LANDSCAPE MANAGEMENT	TWP OFFICE	935.000	265.000	2,163.88
06/23/2023	GEN 2	32515	DJ'S LANDSCAPE MANAGEMENT	TWP OFFICE MONTHLY CONTRACT	935.000	265.000	2,163.88
06/23/2023	GEN 2	32515	DJ'S LANDSCAPE MANAGEMENT	LIBRARY	935.000	790.000	181.50
06/23/2023	GEN 2	32515	DJ'S LANDSCAPE MANAGEMENT	LIBRARY MONTHLY CONTRACT	935.000	790.000	181.50
				CHECK GEN 2 32515 TOTAL FOR FUND 101:			4,690.76
06/23/2023	GEN 2	32517	FIRST UNUM LIFE INSURANCE COMPANY	SHORT AND LONG TERM	717.000	261.000	1,323.41
06/23/2023	GEN 2	32519	GORDON WATER	TWP HALL WATER	808.000	265.000	90.79
06/23/2023	GEN 2	32519	GORDON WATER	COOLER RENTAL	808.000	265.000	10.79
				CHECK GEN 2 32519 TOTAL FOR FUND 101:			101.58
06/23/2023	GEN 2	32520	GRAND RAPIDS REGION WRITERS GROUP	LIBRARY ROOM RENTAL FEE	667.000	000.000	25.00
06/23/2023	GEN 2	32521	INTEGRITY OFFICE	SUGAR, STAPLES, HIGHLIGHTERS, PADS OF PAPER, P	727.000	261.000	49.73
06/23/2023	GEN 2	32522	INTERURBAN TRANSIT PARTNERSHIP	RUAL LINE HAUL SERVICE	860.000	596.000	2,869.89
06/23/2023	GEN 2	32522	INTERURBAN TRANSIT PARTNERSHIP	RUAL GO BUS SERVICE	860.000	596.000	583.31
				CHECK GEN 2 32522 TOTAL FOR FUND 101:			3,453.20
06/23/2023	GEN 2	32523#	IPM SERVICES	PEST CONTROL	933.000	265.000	42.00
06/23/2023	GEN 2	32523	IPM SERVICES	PEST CONTROL	933.000	790.000	25.00
				CHECK GEN 2 32523 TOTAL FOR FUND 101:			67.00
06/23/2023	GEN 2	32524	JACK'S LAWN & SNOWPLOWING, INC	BLAIN	819.000	567.000	285.71
06/23/2023	GEN 2	32525	KENT COUNTY TREASURER	TAXES PER MICHIGAN TAX TRIBUNAL STATE COMM	964.000	261.000	31.94
06/23/2023	GEN 2	32526#	KIM TRIPLETT	COMMUNITY ROIM PER DIEM DISH SOAP	817.000	171.000	5.41
06/23/2023	GEN 2	32526	KIM TRIPLETT	COMMUNITY ROIM PER DIEM DISH SOAP	727.000	265.000	5.50
06/23/2023	GEN 2	32526	KIM TRIPLETT	COMMUNITY ROIM PER DIEM DISH SOAP	963.001	265.000	50.00
				CHECK GEN 2 32526 TOTAL FOR FUND 101:			60.91
06/23/2023	GEN 2	32528	LAMPHEAR SERVICE COMPANY INC	AHU AHU UNIT BAD FUSES,, BAD CONDENSER FAN	932.000	265.000	722.00
06/23/2023	GEN 2	32528	LAMPHEAR SERVICE COMPANY INC	REPLACED 2 CONDENSER FAN MOTERS AND REPAIR	932.000	265.000	3,008.67
				CHECK GEN 2 32528 TOTAL FOR FUND 101:			3,730.67

06/23/2023	GEN 2	32530	MAYNARDS WATER CONDITIONING LLC	RED SALT	932.000	265.000	189.60
06/23/2023	GEN 2	32531	MCDONALD PLUMBING INC	REBUILD TOILET FLUSH UNIT AT LIBRARY	933.000	790.000	368.00
06/23/2023	GEN 2	32532	MICHAEL BREW	MAMC MILEAGE	817.000	215.000	208.29
06/23/2023	GEN 2	32533	MICHIGAN ASSOCIATION OF PLANNI	MEMBERSHIP RENEWAL	832.000	701.000	65.00
06/23/2023	GEN 2	32534	PITNEY BOWES GLOBAL FINANCIAL SRVCS	RENTAL	965.000	261.000	558.84
06/23/2023	GEN 2	32535	PITNEY BOWES RESERVE ACCOUNT	REPLENISH POSTAGE MACHINE	965.000	261.000	6,000.00
06/23/2023	GEN 2	32536	PLUMMERS DISPOSAL SERVICE	WHEELCHAIR ACCESSIBLE UNIT TRASH CART	808.000	751.000	299.00
06/23/2023	GEN 2	32538	ROBERT DEWARD	WATER FOR MEETINGS	727.000	261.000	** VOIDED **
06/23/2023	GEN 2	32539	SIEGFRIED CRANDALL VOS & LEWIS	2022 AUDITING SERVICES	801.000	261.000	1,750.00
06/23/2023	GEN 2	32540	STAR 2 STAR COMMUNICATIONS	TWP HALL	853.000	261.000	827.67
06/23/2023	GEN 2	32542	WEATHER SHIELD ROOFING SYSTEMS	LIBRARY ROOF WELLNESS INSPECTION	933.000	790.000	352.44
06/27/2023	GEN 2	32543	AMAZON CAPITAL SERVICES	PAPER PLATES, PLASTIC FORKS, SPOONS, KNIVES	727.000	261.000	41.74
06/27/2023	GEN 2	32543	AMAZON CAPITAL SERVICES	CARBONLESS PAPER, KLEENEX, COFFEE CUPS	727.000	261.000	238.63
				CHECK GEN 2 32543 TOTAL FOR FUND 101:			280.37
06/27/2023	GEN 2	32544	AMBER VANDERMOLLEN	MAMC DETROIT, CEMETERY	817.000	215.000	236.46
06/27/2023	GEN 2	32545	CHARTER COMMUNICATIONS	TWP OFFICE INTERNET	853.000	261.000	249.95
06/27/2023	GEN 2	32546	CONTROL LOGIC OF MICHIGAN	MAINTENANCE AGREEMENT	808.000	265.000	4,101.00

06/27/2023	GEN 2	32547#	DTE ENERGY	TWP HALL	923.000	265.000	553.76
06/27/2023	GEN 2	32547	DTE ENERGY	LIBRARY	923.000	790.000	57.57
				CHECK GEN 2 32547 TOTAL FOR FUND 101:			611.33
06/27/2023	GEN 2	32548	KAREN GEHRLS	CONTINUING ED AUDIT CLEAN UP AND MAINTENAN	817.000	257.000	25.48
06/27/2023	GEN 2	32550	MEGAN VANHOOSE	PHONE STIPEND	853.000	257.000	75.00
06/29/2023	GEN 2	32551	ALCAM SIGNS & LIGHTING	SERVICE 1ST NORTH MOST FLAG WITH ROPE AND CI	935.000	265.000	153.09
06/29/2023	GEN 2	32552	AMAZON CAPITAL SERVICES	3 RING BINDERS	727.000	261.000	19.29
06/29/2023	GEN 2	32553#	CONSUMERS ENERGY	TWP OFFICE	920.000	265.000	4,907.06
06/29/2023	GEN 2	32553	CONSUMERS ENERGY	DIVISION STREET LIGHTS	920.001	448.000	77.59
06/29/2023	GEN 2	32553	CONSUMERS ENERGY	DUTTON CEMETERY	920.000	567.000	29.26
06/29/2023	GEN 2	32553	CONSUMERS ENERGY	LIBRARY	920.000	790.000	1,016.70
				CHECK GEN 2 32553 TOTAL FOR FUND 101:			6,030.61
06/29/2023	GEN 2	32554	JAMES ZENAS	MILEAGE	817.000	257.000	195.00
06/29/2023	GEN 2	32555	LAMPHEAR SERVICE COMPANY INC	COMPLETED PART A OF PROPOSAL 230322-3	808.000	265.000	791.00
06/29/2023	GEN 2	32556	LEE'S TRENCHING	REPAIR CATCH BASIN	935.000	265.000	2,629.00
06/29/2023	GEN 2	32557	MINER SUPPLY COMPANY	LIBRARY RESTROOM SUPPLIES	821.000	790.000	145.38
06/29/2023	GEN 2	32560#	SPRINT	TWP CELL	853.000	171.000	21.52
06/29/2023	GEN 2	32560	SPRINT	TWP CELL	853.000	215.000	21.52
06/29/2023	GEN 2	32560	SPRINT	TWP CELL	853.000	443.000	21.52
				CHECK GEN 2 32560 TOTAL FOR FUND 101:			64.56

06/29/2023	GEN 2	32561#	T-MOBILE	CELL PHONE	853.000	171.000	26.12
06/29/2023	GEN 2	32561	T-MOBILE	CELL PHONE	853.000	215.000	52.24
06/29/2023	GEN 2	32561	T-MOBILE	CELL PHONE	853.000	253.000	26.12
06/29/2023	GEN 2	32561	T-MOBILE	CELL PHONE	853.000	257.000	30.00
06/29/2023	GEN 2	32561	T-MOBILE	CELL PHONE	853.000	261.000	55.18
06/29/2023	GEN 2	32561	T-MOBILE	CELL PHONE	853.000	265.000	26.12
06/29/2023	GEN 2	32561	T-MOBILE	CELL PHONE	853.000	701.000	52.24
				CHECK GEN 2 32561 TOTAL FOR FUND 101:			268.02
06/29/2023	GEN 2	32562	ULINE SHIPPING SUPPLY	CROWD CONTROL	979.000	262.000	4,138.58
06/29/2023	GEN 2	32563#	VRIESMAN & KORHORN LLC	MISCELLANEOUS ENGINEERING	803.000	261.000	506.21
06/29/2023	GEN 2	32563	VRIESMAN & KORHORN LLC	HANNA LAKE SIDEWALK	803.000	261.000	200.00
06/29/2023	GEN 2	32563	VRIESMAN & KORHORN LLC	BLAIN CEMETERY EXPANSION	803.000	567.000	2,375.52
06/29/2023	GEN 2	32563	VRIESMAN & KORHORN LLC	MISCELLANEOUS ENGINEERING	808.001	701.000	943.21
06/29/2023	GEN 2	32563	VRIESMAN & KORHORN LLC	HOWIES HOCKEY TAPE	808.001	701.000	826.00
06/29/2023	GEN 2	32563	VRIESMAN & KORHORN LLC	BREWER PARK PUD	808.001	701.000	459.50
06/29/2023	GEN 2	32563	VRIESMAN & KORHORN LLC	WARREN WOODS PUD	808.001	701.000	454.62
06/29/2023	GEN 2	32563	VRIESMAN & KORHORN LLC	TESLA CHARGING STATION	808.001	701.000	197.48
06/29/2023	GEN 2	32563	VRIESMAN & KORHORN LLC	SWITCH SUBSTATION	808.001	701.000	234.00
06/29/2023	GEN 2	32563	VRIESMAN & KORHORN LLC	KENTWOOD COMMUNITY CHURCH	808.001	701.000	156.00
				CHECK GEN 2 32563 TOTAL FOR FUND 101:			6,352.54
				Total for fund 101 GENERAL FUND			127,244.60
'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT							

07/05/2023
PUBLIC SAFETY

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
06/05/2023	GEN 2	32458	AMAZON CAPITAL SERVICES	WISCONSIN SALES TAX FOR NEW FIRETRUCK	931.000	336.002	3.45
06/05/2023	GEN 2	32459	BRETT HOLMES	FIRE MARSHALL MILEAGE	817.000	336.002	48.99
06/05/2023	GEN 2	32460	BUSINESS SYSTEM SOLUTIONS, INC	CLERK COMPUTER, DFD COMPUTER	963.001	336.002	35.00
06/05/2023	GEN 2	32460	BUSINESS SYSTEM SOLUTIONS, INC	CLERK COMPUTER, DFD COMPUTER	979.000	336.002	3,299.98
06/05/2023	GEN 2	32460	BUSINESS SYSTEM SOLUTIONS, INC	DFD VGA TO DISPLAY PORT	979.000	336.002	30.00
				CHECK GEN 2 32460 TOTAL FOR FUND 205:			3,364.98
06/05/2023	GEN 2	32461	CASCADE TOWNSHIP FIRE DEPARTMENT	2023 ANNUAL PARTNER CONTRIBUTION TO HAZMA	810.002	336.002	2,000.00
06/05/2023	GEN 2	32462	CONSUMERS ENERGY	DFD	920.000	336.002	751.02
06/05/2023	GEN 2	32465	FIRST BANKCARD CENTER	CFD BANNER, FOOD ALLOWANCE, TRUCK MAINTEN.	931.000	336.001	301.58
06/05/2023	GEN 2	32465	FIRST BANKCARD CENTER	CFD BANNER, FOOD ALLOWANCE, TRUCK MAINTEN.	956.000	336.001	250.00
06/05/2023	GEN 2	32465	FIRST BANKCARD CENTER	CFD BANNER, FOOD ALLOWANCE, TRUCK MAINTEN.	963.001	336.001	55.86
				CHECK GEN 2 32465 TOTAL FOR FUND 205:			607.44
06/05/2023	GEN 2	32469	FIRST BANKCARD CENTER	LENS, RADIO FREIGHT, EMT TRAINING	811.000	336.002	200.00
06/05/2023	GEN 2	32469	FIRST BANKCARD CENTER	LENS, RADIO FREIGHT, EMT TRAINING	931.000	336.002	235.59
06/05/2023	GEN 2	32469	FIRST BANKCARD CENTER	LENS, RADIO FREIGHT, EMT TRAINING	963.001	336.002	275.93
				CHECK GEN 2 32469 TOTAL FOR FUND 205:			711.52
06/05/2023	GEN 2	32471	GAINES WATER & SEWER FUND	DFD WATER	924.000	336.002	150.98
06/05/2023	GEN 2	32479	PLUMMERS ENVIRONMENTAL SER INC	CFD VACUUM PUMPED AND CLEANED TWO TRENCH	933.000	336.001	472.55

06/05/2023	GEN 2	32482#	T-MOBILE	TWP MOBILE TELECOMMUNICATION	853.000	336.001	43.30
06/05/2023	GEN 2	32482	T-MOBILE	TWP MOBILE TELECOMMUNICATION	853.000	336.002	72.65
				CHECK GEN 2 32482 TOTAL FOR FUND 205:			115.95
06/07/2023	GEN 2	32484#	AMAZON CAPITAL SERVICES	CFD 10 PACK SMALL NOTEPADS	727.000	336.001	18.78
06/07/2023	GEN 2	32484	AMAZON CAPITAL SERVICES	CFD DO NOT CROSS TAPE	740.000	336.001	97.02
06/07/2023	GEN 2	32484	AMAZON CAPITAL SERVICES	CFD BOSU ELITE BALANCE TRAINER	979.000	336.001	225.94
06/07/2023	GEN 2	32484	AMAZON CAPITAL SERVICES	DFD AAA BATTERIES	727.000	336.002	10.96
				CHECK GEN 2 32484 TOTAL FOR FUND 205:			352.70
06/07/2023	GEN 2	32486#	ARROWASTE INC	CFD REFUSE	822.000	336.001	120.47
06/07/2023	GEN 2	32486	ARROWASTE INC	DFD	822.000	336.002	50.40
				CHECK GEN 2 32486 TOTAL FOR FUND 205:			170.87
06/07/2023	GEN 2	32487	AUTO VALUE PARTS STORES	DFD OIL DRY, BULB	740.000	336.002	55.96
06/07/2023	GEN 2	32487	AUTO VALUE PARTS STORES	DFD OIL DRY	740.000	336.002	55.96
06/07/2023	GEN 2	32487	AUTO VALUE PARTS STORES	DFD OIL DRY, BULB	931.000	336.002	7.33
				CHECK GEN 2 32487 TOTAL FOR FUND 205:			119.25
06/07/2023	GEN 2	32488#	BUSINESS SYSTEM SOLUTIONS, INC	MICROSOFT OFFICE 365 TWP OFFICE, CFD, DFD	809.000	336.001	1,150.40
06/07/2023	GEN 2	32488	BUSINESS SYSTEM SOLUTIONS, INC	MICROSOFT OFFICE 365 TWP OFFICE, CFD, DFD	809.000	336.001	264.00
06/07/2023	GEN 2	32488	BUSINESS SYSTEM SOLUTIONS, INC	MICROSOFT OFFICE 365 TWP OFFICE, CFD, DFD	809.000	336.002	804.40
				CHECK GEN 2 32488 TOTAL FOR FUND 205:			2,218.80
06/07/2023	GEN 2	32491	COMCAST	CFD	853.000	336.001	283.99
06/07/2023	GEN 2	32492	CONSUMERS ENERGY	CFD	920.000	336.001	954.75
06/07/2023	GEN 2	32493	CUSTOMUSIC SERVICE COMPANY	CFD AUDIO IMPROVEMENTS	933.000	336.001	2,185.22
06/07/2023	GEN 2	32494	MENARDS- WYOMING	DFD PAINT, PAINT TRAY LINER, ROLLER	933.000	336.002	211.89

06/08/2023	GEN 2	32500	KURTIS WIERENGA	DUTY BOOT	776.000	336.001	209.99
06/23/2023	GEN 2	32505#	AMAZON CAPITAL SERVICES	CFD GLOVES, DOOR GASKET, STRING TRIMMER LINE	727.000	336.001	102.95
06/23/2023	GEN 2	32505	AMAZON CAPITAL SERVICES	CFD PAPER TOWEL, COFFEE, LAUNDRY SETERGENT,`	727.000	336.001	209.48
06/23/2023	GEN 2	32505	AMAZON CAPITAL SERVICES	CFD GLOVES, DOOR GASKET, STRING TRIMMER LINE	932.000	336.001	13.38
06/23/2023	GEN 2	32505	AMAZON CAPITAL SERVICES	CFD GLOVES, DOOR GASKET, STRING TRIMMER LINE	933.000	336.001	28.21
06/23/2023	GEN 2	32505	AMAZON CAPITAL SERVICES	DFD PAPER TOWELS, DRYER SHEETS, TRASH BAGS, B	727.000	336.002	154.10
06/23/2023	GEN 2	32505	AMAZON CAPITAL SERVICES	DFDBATTERY, TOILET BRUSH, TOILET CLEANER	727.000	336.002	46.88
06/23/2023	GEN 2	32505	AMAZON CAPITAL SERVICES	DFDBATTERY, TOILET BRUSH, TOILET CLEANER	932.000	336.002	29.98
06/23/2023	GEN 2	32505	AMAZON CAPITAL SERVICES	DFD SPRINKLER, NOZZLE RACK,	973.000	336.002	50.56
				CHECK GEN 2 32505 TOTAL FOR FUND 205:			635.54
06/23/2023	GEN 2	32506	AUTOZONE	REAR WIPER BLADE	931.000	336.001	8.39
06/23/2023	GEN 2	32508#	BLUE CROSS HSA	HEALTH	717.000	336.001	5,872.09
06/23/2023	GEN 2	32508	BLUE CROSS HSA	HEALTH	717.000	336.002	7,796.65
				CHECK GEN 2 32508 TOTAL FOR FUND 205:			13,668.74
06/23/2023	GEN 2	32509#	BURNHAM AND FLOWER AGENCY	PROVIDENT CUTLERVILLE PORTION	717.000	336.001	1,432.93
06/23/2023	GEN 2	32509	BURNHAM AND FLOWER AGENCY	PROVIDENT DUTTON PORTION	717.000	336.002	1,432.93
				CHECK GEN 2 32509 TOTAL FOR FUND 205:			2,865.86
06/23/2023	GEN 2	32512	COMCAST	DFD	853.000	336.002	222.19
06/23/2023	GEN 2	32513#	DELTA DENTAL	JULY 2023	717.000	336.001	678.48
06/23/2023	GEN 2	32513	DELTA DENTAL	JULY 2023	717.000	336.002	524.80
				CHECK GEN 2 32513 TOTAL FOR FUND 205:			1,203.28
06/23/2023	GEN 2	32514	DINGES PARTNERS GROUP LLC	FIRE BREAK 5 GAL PAIL	740.000	336.001	495.00
06/23/2023	GEN 2	32516	FIRST ARRIVING LLC	WEBSITE HOSTING AND SUPPORT	809.000	336.001	1,188.00
06/23/2023	GEN 2	32518	GOOTJES ASSOCIATES INC	DFD REPAIR SPRINKLER SYSTEM	973.000	336.002	158.52

06/23/2023	GEN 2	32523#	IPM SERVICES	PEST CONTROL	933.000	336.001	25.00
06/23/2023	GEN 2	32523	IPM SERVICES	PEST CONTROL	933.000	336.002	25.00
				CHECK GEN 2 32523 TOTAL FOR FUND 205:			50.00
06/23/2023	GEN 2	32527	KLEYN MOBILE REPAIR LLC	PREVENTATIVE MAINTENANCE FOR DUTTON ENGIN	931.000	336.002	4,248.27
06/23/2023	GEN 2	32529	MACQUEEN EMERGENCY	CFD GAS FRLAMMABILITY TOXICITY METER CALIBRA	979.000	336.001	3,155.98
06/23/2023	GEN 2	32540	STAR 2 STAR COMMUNICATIONS	DFD	853.000	336.002	436.19
06/23/2023	GEN 2	32541	TOTAL FIRE PROTECTION	CFD REFURBISHED FIRE EXTINGUISHER	933.000	336.001	490.00
06/23/2023	GEN 2	32541	TOTAL FIRE PROTECTION	CFD EMERGENCY SERVICE CALL WATER IN ALARM S'	933.000	336.001	717.89
				CHECK GEN 2 32541 TOTAL FOR FUND 205:			1,207.89
06/27/2023	GEN 2	32547#	DTE ENERGY	CFD	923.000	336.001	65.82
06/27/2023	GEN 2	32547	DTE ENERGY	DFD	923.000	336.002	84.10
				CHECK GEN 2 32547 TOTAL FOR FUND 205:			149.92
06/27/2023	GEN 2	32549	MACQUEEN EMERGENCY	ANNUAL MAINTENANCE OF SCBA AIR STATION	932.000	336.001	855.00
06/29/2023	GEN 2	32553	CONSUMERS ENERGY	DFD`	920.000	336.002	1,000.12
06/29/2023	GEN 2	32559	ROUGE FITNESS	CFD FINESS EQUIPMENT	972.000	336.001	12,329.68
06/29/2023	GEN 2	32561#	T-MOBILE	CELL PHONE	853.000	336.001	52.24
06/29/2023	GEN 2	32561	T-MOBILE	CELL PHONE	853.000	336.002	72.65
				CHECK GEN 2 32561 TOTAL FOR FUND 205:			124.89
06/29/2023	GEN 2	32564#	WEX BANK	CFD AND DFD FUEL	741.000	336.001	80.21
06/29/2023	GEN 2	32564	WEX BANK	CFD AND DFD FUEL	741.000	336.002	1,241.94

CHECK GEN 2 32564 TOTAL FOR FUND 205:
Total for fund 205 PUBLIC SAFETY SAD

1,322.15
60,259.95

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

07/05/2023

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP

BUILDING

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
06/05/2023	GEN 2	32482	T-MOBILE	TWP MOBILE TELECOMMUNICATION	853.000	371.000	43.30
06/23/2023	GEN 2	32508	BLUE CROSS HSA	HEALTH	717.000	371.000	2,951.92
06/23/2023	GEN 2	32537	PROFESSIONAL CODE INSPECTIONS INC	TOTAL MECHANICAL, PLUMBING INSPECTIONS	808.000	371.000	4,860.00
06/29/2023	GEN 2	32558	ROGER STERK	EDUCATION SEMINAR EXPENSES	812.000	371.000	29.57
06/29/2023	GEN 2	32558	ROGER STERK	INSPECTION MILEAGE	817.000	371.000	199.78
06/29/2023	GEN 2	32558	ROGER STERK	EDUCATION SEMINAR EXPENSES	817.000	371.000	196.50
06/29/2023	GEN 2	32558	ROGER STERK	EDUCATION SEMINAR EXPENSES	831.000	371.000	529.10
				CHECK GEN 2 32558 TOTAL FOR FUND 549:			954.95
06/29/2023	GEN 2	32561	T-MOBILE	CELL PHONE	853.000	371.000	52.24
				Total for fund 549 BUILDING INSPECTIONS DEPT			8,862.41

06/27/2023 05:22 PM
User: TRACY
DB: Gaines Township

CHECK REGISTER FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 06/01/2023 - 06/27/2023

Page: 1/1

11.b.iv.

Check Date	Check	Vendor Name	Description	Amount
Bank WSK2 WATER/SEWER CHECKING				
06/08/2023	4 (E)	EXTEND YOUR REACH	POSTAGE TFR FOR BILLING	5,000.00
06/08/2023	5696	BUSINESS SYSTEM SOLUTIONS, INC	DISPLAY PORT CABLE	57.37
			NEW COMPUTER TOWER FOR TRACY	1,234.99
				<u>1,292.36</u>
06/08/2023	5697	BYRON GAINES UTILITY AUTHORITY	GR SEWER MAY 2023	11,939.73
			OP EXP PAYROLL, INSP	61,269.74
			WYOMING WATER & SEWER	262,124.95
			OP EXP APRIL 2023	89,640.12
				<u>424,974.54</u>
06/08/2023	5698	EXTEND YOUR REACH	WATER QUALITY REPORT POSTCARDS	767.62
06/08/2023	5699	GAINES TOWNSHIP GENERAL FUND	2023 2ND QTR GEN FUND REIMBURSEMENT	11,608.83
06/08/2023	5700	LANCE SCHEIDEL	REFUND PERMIT FEES W6370, S6660	2,196.00
06/08/2023	5701	PHASE 3 GRAPHICS, INC	BUSINESS CARDS-TRACY	49.00
06/08/2023	5702	TRACY LAWRENCE	HANGING FILE FOLDERS FOR PENDING W/S PRO	57.21
06/08/2023	5703	VRIESMAN & KORHORN	PRAIRIE WOLF STATION	702.00
			TOWNLINE BUILDING ADDITION	1,795.28
			COOKS CROSSING S PH4	2,007.43
			THORNAPPLE FARMS	210.50
			RIVER BIRCH APTS PH2	1,505.43
			RAPIDS DR EXT	807.00
			68TH ST SEWER	346.67
			4640 60TH PH2	234.00
			PRAIRIE WOLF STATION	468.00
			HOWIES HOCKEY TAPE	709.50
			GPS UTILITY PICKUP	1,568.89
			MISC SEWER SYS	145.50
			MISC WATER SYS	748.50
				<u>11,248.70</u>
06/27/2023	5704	BRONSINK, ROGER	UB refund for account: CSWD-000854-0000-	8.79
06/27/2023	5705	BYRON GAINES UTILITY AUTHORITY	MAY 23 OP, CAP, MTR EXP.	33,737.57
06/27/2023	5706	ENGLISH, JIM	UB refund for account: FVDR-006935-0000-	71.34
06/27/2023	5707	EXTEND YOUR REACH	JUNE BILLS	392.85
06/27/2023	5708	GREGGER, MEGAN	UB refund for account: GALS-002914-0000-	14.34
06/27/2023	5709	HOPKINS, VICKEY	UB refund for account: EASA-007190-0000-	149.73
WSCK2 TOTALS:				
Total of 15 Checks:				491,568.88
Less 0 Void Checks:				0.00
Total of 15 Disbursements:				<u>491,568.88</u>

GAINES CHARTER TOWNSHIP
LAURIE J LEMKE, TREASURER
CASH, INVESTMENTS; CD'S , MM AND POOL ACCOUNTS
May of 2023

Bank	Type	Amount	APR	Term	Maturity Date
101 GENERAL FUND					
Macatawa Checking	Ckg	\$ 3,132,496.19			
Sidewalk & Trails	Assigned	\$ 15,765.75			
CFD - Truck Fund	Assigned	\$ 400,000.00			
DFD - Truck Fund	Assigned	\$ 450,000.00			
Cemetery	Assigned	\$ 10,000.00			
Township Hall & Grounds	Assigned	\$ 59,800.00			
Division Ave. Improvements	Assigned	\$ 24,000.69			
Total General Fund Checking		\$ 4,092,062.63			
Macatawa MM Savings					
Building Department	Committed	\$ 1,553,309.00			
Streetlights	Committed	\$ 56,622.00			
GF Investment		\$ 1,000,000.00			
Interest Paid to Date		\$ 76,908.33			
	127409	\$ 2,686,839.33	3.77		
Investments					
Kent Co. Pool - General	Pooled	\$ 381,523.43	2.60		
Michigan Class	Pooled	\$ 883,037.54	5.16		
CIBC	CD	\$ 250,000.00	1.50	367 Days	6.5.2023
Consumers Credit Union	CD	\$ 302,926.73	4.50	18 Mos.	10.4.2024
		\$ 1,817,487.70			

GENERAL FUND TOTAL **\$ 8,596,389.66**

Kent Co. Pool - ARPA Funds Pooled **\$ 2,917,003.08** 2.72

DIVISION AVE CORRIDOR **\$ 16,761.06**

TRUST & AGENCY **\$ 275,073.07**

TAX FUND **\$ 623.57**

PETTY CASH **\$ 279.62**

WATER & SEWER					
Bank		Amount	APR	Term	Maturity Date
Macatawa Bank	Checking	\$ 5,099,226.35		3.77	
Kent Co. Pool	Pooled	\$ 9,347,879.13		2.72	
Michigan Class	Pooled	\$ 1,607,384.72		5.16	
Consumers Credit Union	Share	\$ 27.74			
Consumers Credit Union	MMM	\$ 362,749.51		1.25	
Huntington Investments	Meeder PF	\$-			
Choice One Bank	CD	\$ 300,811.00		0.65 12 Months	5.28.2023
West MI Community Bank	CDars	\$ 506,154.56		1.52 52 Weeks	6.8.2023
First National Bank of A	CD	\$ 253,893.32		1.89 12 Months	6.14.2023
First National Bank of A	CD	\$ 255,623.71		0.65 18 Months	6.17.2023
CIBC USA Bank	CD	\$ 1,000,000.00		4.95 98 Days	8.10.2023
Horizon	CD	\$ 1,060,054.29		4.84 150 Days	9.14.2023
Flagstar Bank	CD	\$ 250,507.14		3.50 12 Months	10.2.2023
Mercantile Bank of MI	CD	\$ 251,012.70		2.10 365 Days	10.20.2023
Flagstar Bank	CD	\$ 1,005,196.32		4.74 180 Days	11.7.2023
Flagstar Bank	CD	\$ 250,506.96		4.69 12 Months	1.5.2024
Macatawa Bank	CD	\$ 750,000.00		3.15 15 Months	2.16.2024
Grand River Bank	CD	\$ 302,862.92		4.65 12 Months	4.3.2024
West MI Community Bank	CDars	\$ 302,553.82		4.35 52 Weeks	4.4.2024
Choice One Bank	CD	\$ 251,422.02		4.33 12 Months	4.9.2024
Restricted W&S Fees	Committed	\$ 23,157,866.21			



MEMO

Staff Communication-Action Required

DATE: July 6, 2023
TO: Gaines Charter Township Board
FROM: Kim Triplett, Executive Assistant
RE: Hoffman Meadows Plat Phase One – Request for SAD for Streetlighting

SUMMARY OF TOPIC:

As reviewed at the June 12th meeting, Chris VanderHoff, of Bosco Construction, has requested a Special Assessment Streetlighting District be created for phase one of the Hoffman Meadows development.

Based on the pole/head/bulb Mr. VanderHoff has chosen, the estimated cost for the installation of six poles is \$1,962.00 (head & bulb @ \$227.00, no cost for the pole, \$100 for installation x 6 poles). As the developer, Bosco Construction will be responsible for the cost of the poles and the installation.

As required by statute, the Township must hold a public hearing to approve the roll, and a second hearing to approve the establishment of the district.

Both of these hearings are being held at the beginning of the July 10, 2023 meeting.

BUDGET ACTION REQUIRED: NONE

STAFF RECOMMENDATION:

Staff recommends the Board of Trustees approves the establishment of the Hoffman Meadows Phase I Streetlighting Special Assessment District.



**CHARTER TOWNSHIP OF GAINES
COUNTY OF KENT, MICHIGAN**

**HOFFMAN MEADOWS #1 STREET LIGHTING
SPECIAL ASSESSMENT DISTRICT
RESOLUTION NO. 2023-____**

**DETERMINATION TO PUBLIC IMPROVEMENTS; SUFFICIENCY OF PETITIONS; APPROVAL OF PLANS AND
SPECIFICATIONS; FINAL DETERMINATION OF SPECIAL ASSESSMENT DISTRICT; CONFIRMATION OF
SPECIAL ASSESSMENT ROLL; LIEN, PAYMENT, AND COLLECTION OF SPECIAL ASSESSMENT**

Minutes of regular meeting of the Township Board of the Charter Township of Gaines, Kent County, Michigan, held at the Township office July 10, 2023 at 7:00PM local time there were:

PRESENT:

ABSENT:

The following resolution was offered by Member _____ and supported by member _____:

WHEREAS, the Township Board, pursuant to Act 188 of the Public Acts of Michigan of 1954, as amended, ("Act 188") has tentatively declared its intention to proceed on petitions filed to make certain public improvements consisting of the installing, operating, and maintaining street lighting within Hoffman Meadows Phase I, in the Township (the "improvements"); and

WHEREAS, after notice duly given by publication in the Sun and News June 17, 2023, and by first class certified mail on or before June 17, 2023, and pursuant to Act 188, the Township Board held a public hearing on July 10, 2023, at the Township Hall to hear and consider objections to the petitions filed, to the proposed improvements, and to the special assessment district which has been tentatively designated, and to all other matters relating to said improvements; and

WHEREAS, the Township Supervisor has made and certified a special assessment roll for the parcels benefited by said improvements and contained in the special assessment district determined for said improvements, and, in addition, the Township Supervisor has reported said roll to the Township Board; and

WHEREAS, after notice duly given in the same manner as described above, the Township Board held a second public hearing on July 10, 2023 to consider a proposed special assessment roll for Hoffman Meadows Phase I, Street Lighting Special Assessment District (the "District") and objections thereto for said improvements; and

WHEREAS, after hearing all persons interested therein, giving due consideration to any written objections to said special assessment roll filed with the Township Clerk and after reviewing said special assessment roll, the Township Board deems said special assessment roll, as amended, to be fair, just, and

equitable, and the each of the assessments contained therein is relative to the benefits to be derived by the parcel of land assessed.

NOW, THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:

1. That the Township Board hereby determines that it is necessary and in the best interests of the Township to make and complete the Improvements, and that the petitions filed with the Township are sufficient for purposes of Act 188.

2. That the special assessment district known as Hoffman Meadows Phase I Street Lighting Special Assessment District (the "District") is hereby determined to consist of the parcels of land designated herein

3. That the District shall remain in existence for as long as street lighting is provided in the District.

4. That the plans for the improvements and the estimates of cost are hereby approved as originally presented.

5. That all or part of the total estimated cost shall be paid by special assessments assessed within the District against the property located in the District and benefited by the proposed Improvements.

6. That the special assessment roll prepared by the Township Supervisor and reported to the Township Board, a copy of which roll is attached hereto as Exhibit A, is hereby confirmed, and shall be known and designated for the District as Special Assessment Roll Number 1 (the "Roll").

7. That the Township Clerk shall endorse on the Roll the date of this meeting as the date of confirmation of said Roll.

8. That the special assessments contained in the Roll shall be due and payable annually, beginning on or before February 14, 2024, and all subsequent installments shall be due and payable on or before February 14 of each year thereafter.

9. That the nature of the improvements is such that periodic redetermination of cost may be required without a change in the boundaries of the District, and the Township Board shall annually consider and make such redetermination, if necessary, at its regular July meeting, commencing July, 2024, or at such time to which the matter shall be adjourned at said meeting.

10. That the special assessments made in the Roll are hereby ordered and directed to be collected and the Township Clerk shall deliver the Roll to the Township Treasurer with his/her warrant attached thereto, which said warrant shall command the Township Treasurer to collect the special assessments in the Roll in accordance with the direction of the Township Board in respect thereto and which warrant shall further required the Township Treasurer to include as a delinquent tax any unpaid special assessment which is delinquent on the last day of February in the delinquent taxes returned to the County Treasurer the next day pursuant to Section 55 of the General Property Tax act, MCL 211.55. The form of said warrant is attached hereto as Exhibit B.

11. That upon receiving the Roll and Warrant the Township Treasurer shall proceed to collect the amounts assessed therein as the same shall become due.

12. That the Township Clerk shall, as soon as possible but in no event more than five (5) days after confirmation of the Roll, send notice of the special assessment, in the form attached hereto on Exhibit C, to the person responsible for payment of the ad valorem property taxes on, the record owner of, or party in interest in, each parcel of land assessed, at the address shown for such persons upon the last township tax assessment roll for ad valorem tax purposes which was reviewed by the Township Board

of Review, subject to any subsequent changes in the names and address of the owners of parties listed thereon.

13. That all actions heretofore taken by Township officials, employees, and agents with respect to the improvements and proceedings under Act 188 are hereby ratified and confirmed.

14. That all resolutions or parts of resolutions in conflict herewith shall be the same and are hereby rescinded.

Upon a Roll Call Vote for the adoption of said resolution, the vote was:

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

Michael A. Brew, Clerk
Charter Township of Gaines

Certification:

To the undersigned, being duly qualified and acting Clerk for the Charter Township of Gaines, Kent County, Michigan, I certify that the foregoing is a true and complete copy of a resolution duly adopted by the Board of Trustees of the Charter Township of Gaines at a regular meeting of said Board of Trustees held on July 10, 2023 at which meeting a quorum was present and remained throughout, and that the original of said resolution is on file in the records of said Township. I hereby further certify that the meeting was conducted and a public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, Act No. 267 of the Michigan Public Acts of 1976, including the case of a special or rescheduled meeting, notice by posting at least 18 hours prior to the time set for said meeting.

IN WITNESS WHEREOF, I have affixed my official signature this 10th day of July, 2023.

Michael A. Brew, Clerk
Charter Township of Gaines

SUPERVISOR’S CERTIFICATE

I, Robert DeWard, Supervisor of the Charter Township of Gaines, hereby state that the attached Special Assessment Roll of Hoffman Meadows Phase I, Street Lighting Special Assessment District was made pursuant to a resolution of the Township Board adopted on July 10, 2023, and in making such Special Assessment Roll, I have, according to my best judgement, conformed in all respects to the directions contained in such resolution and the statutes of the State of Michigan.

Date: July 10, 2023

Robert DeWard, Supervisor
Charter Township of Gaines

CERTIFICATE OF CONFIRMATION

I hereby certify that the above Special Assessment Roll was confirmed on July 10, 2023, by resolution of the Township Board of the Charter Township of Gaines.

Date July 10, 2023

Michael A. Brew, Clerk
Charter Township of Gaines

STATE OF MICHIGAN)

) ss

COUNTY OF KENT)

EXHIBIT A

**HOFFMAN MEADOWS PHASE I
SPECIAL ASSESSMENT DISTRICT**

ROLL NO. 1

PPN	ADDRESS	OWNER	ASSESSMENT
41-22-10-102-001	6853 Avalon Dr SE Lot 28	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-102-002	6837 Caliburn DR SE Lot 27	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-102-003	6849 Caliburn DR SE LOT 26	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-102-004	6861 Caliburn DR SE LOT 25	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-102-005	6873 Caliburn DR SE LOT 24	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-102-006	6885 Caliburn DR SE LOT 23	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-102-007	6897 Caliburn DR SE LOT 22	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-102-008	6915 Caliburn DR SE LOT 21	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-102-009	6927 Caliburn DR SE LOT 20	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-102-010	6939 Caliburn DR SE LOT 19	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-102-011	6873 Caliburn DR SE LOT 18	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-103-001	6840 Caliburn DR SE LOT 40	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-103-002	6900 Caliburn DR SE LOT 39	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-103-003	6912 Caliburn DR SE LOT 38	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-103-004	6924 Caliburn DR SE LOT 37	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-103-005	6936 Caliburn DR SE LOT 36	JASONVILLE LLC	0.400 mill per \$1,000 A.V.

41-22-10-103-006	2339 Camlann DR SE LOT 35	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-103-007	2353 Camlann DR SE LOT 34	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-103-008	6937 Avalon DR SE LOT 33	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-103-009	6923 Avalon DR SE LOT 32	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-103-010	6911 Avalon DR SE LOT 31	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-103-011	6895 Avalon DR SE LOT 30	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-103-012	6881 Avalon DR SE LOT 29	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-104-001	2300 Camlann DR SE LOT 17	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-104-002	2322 Camlann DR SE LOT 16	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-104-003	2334 Camlann DR SE LOT 15	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-104-004	2346 Camlann DR SE LOT 14	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-104-005	6977 Avalon DR SE LOT 13	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-109-001	6850 Avalon DR SE LOT 01	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-109-002	6862 Avalon DR SE LOT 02	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-109-003	6874 Avalon DR SE LOT 03	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-109-004	6886 Avalon DR SE LOT 04	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-109-005	6898 Avalon DR SE LOT 05	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-109-006	6910 Avalon DR SE LOT 06	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-109-007	6922 Avalon DR SE LOT 07	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-109-008	6923 Avalon DR SE LOT 08	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-109-009	6946 Avalon DR SE LOT 09	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-109-010	6958 Avalon DR SE LOT 10	JASONVILLE LLC	0.400 mill per \$1,000 A.V.

41-22-10-109-011	6970 Avalon DR SE LOT 11	JASONVILLE LLC	0.400 mill per \$1,000 A.V.
41-22-10-109-012	6982 Avalon DR SE LOT 12	JASONVILLE LLC	0.400 mill per \$1,000 A.V.

EXHIBIT B

I, Michael A. Brew, The Township Clerk of the Charter Township of Gaines, Kent County, Michigan, hereby direct and command you, Laurie Lemke, Township Treasurer, to collect the assessments set forth on the attached assessments set for on the attached Hoffman Meadows Phase I Streetlighting Special Assessment District, Roll No. 1, in accordance with the directions of the Township Board in respect thereto set forth in a Resolution adopted by the Township Board on July 10, 2023, confirming such special assessment roll on the Township. In particular, you shall include as a delinquent tax any unpaid special assessment which is delinquent on the last day of February in the delinquent taxes returned to the County Treasurer the next day, pursuant to section 55 of the General Property Tax Act, MCL 211.55.

DATED: July 10, 2023

Michael A. Brew, Clerk
Charter Township of Gaines

EXHIBIT C

TO ALL PROPERTY OWNERS OR PARTIES IN INTEREST IN Hoffman Meadows Phase I, STREET LIGHTING SPECIAL ASSESSMENT DISTRICT (the "District"):

Following a public hearing to consider the special assessment roll, the Township Board confirmed the special assessment roll for the District on July 10, 2023. A copy of the Roll is enclosed.

A PROPERTY OWNER OR ANY PERSON HAVING ANY INTEREST IN THE REAL PROPERTY ASSESSED ON THE SPECIAL ASSESSMENT ROLL CONFIRMED BY THE TOWNSHIP BOARD ON July 10, 2023, MAY FILE A WRITTEN APPEAL OF THE SPECIAL ASSESSMENT WITH THE MICHIGAN TAX TRIBUNAL WITHIN 30 DAYS AFTER CONFIRMATION OF THE SPECIAL ASSESSMENT WAS PROTESTED AT THE HEARING ON THE CONFIRMATION OF THE SPECIAL ASSESSMENT ROLL.

Special assessments shall be due and payable annually, on or before February 14, commencing February 14, 2024.

Because the nature of the improvement is such that periodic redetermination of assessment may be required without a change in the special assessment district boundaries, such redetermination may be made at the Township Board's regular meeting each July hereafter, without further notice.

CHARTER TOWNSHIP OF GAINES



MEMO

Staff Communication

DATE: July 10th, 2023

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director

RE: 10287 Kalamazoo Ave. SE, PUD-Mineral Removal Rezoning Request,
and Final Mineral Plan

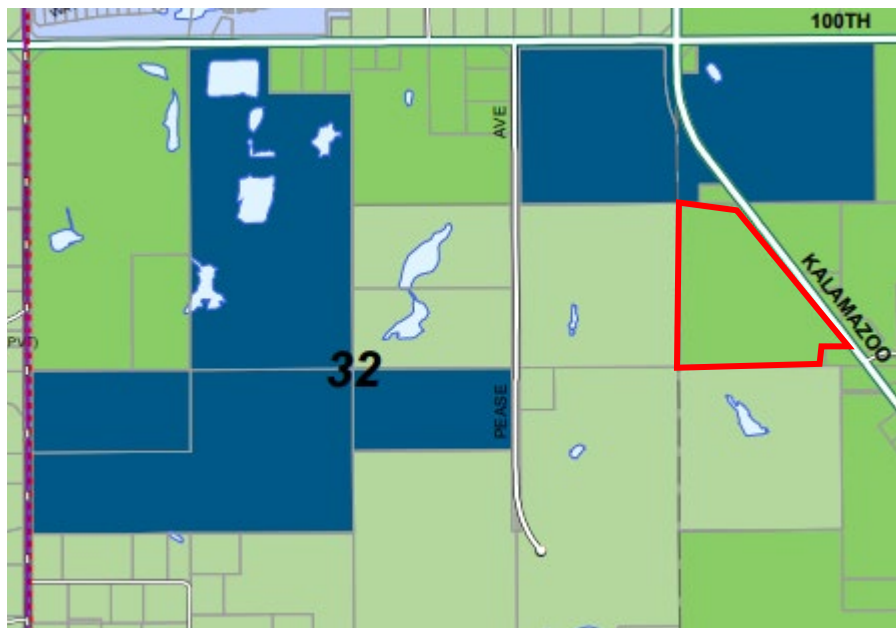
SUMMARY OF TOPIC:

The applicant (Stoneco) requests a rezone of approximately 29 acres of parcel 41-22-33-100-008 to PUD-Mineral Removal to continue sand and gravel mining operations primarily supplying road construction projects within the west-central Michigan region. The parcel is currently Agricultural-Business. The application includes a site plan by Exxel Engineering dated 04/13/2023 indicating three phases of mining which will begin at the north end of the parcel and move southward. Sand and gravel deposits across the site are estimated to approximately 11-15 feet deep based on preliminary testing. All the existing buildings on the site will be demolished during the second phase of mining. When mining operations are complete, the area will be restored to agricultural use.

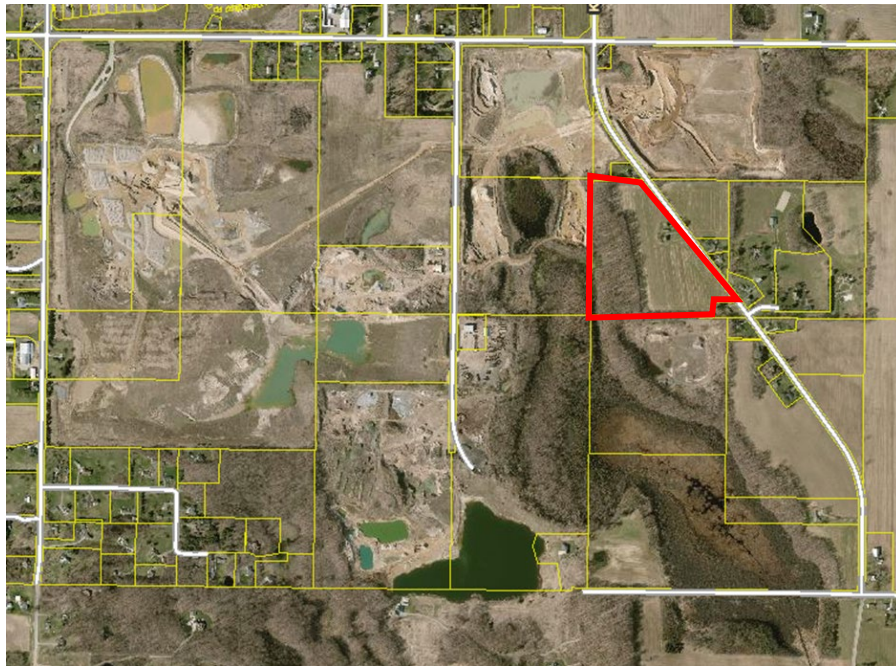
Per Section 12.5 of the zoning ordinance, the PUD-Mineral Removal Rezoning is accompanied by a Final Mineral Plan. An annual review will be conducted in subsequent years. Much of the information required by the Final Mineral Plan is included within the Preliminary Plan as Stoneco has established operating procedures based on prior mining activity.

Surrounding zoning:

	NORTH: PUD-Mineral Removal	
WEST: Agricultural/Rural Residential	SUBJECT PARCEL	EAST: Agricultural/Agri-Business
	SOUTH: Agricultural/Rural Residential	



ZONING LEGEND	
	A-B, Agricultural/Argi-Business
	A-R, Agricultural/Rural-Residential
	RL-10, Residential
	RL-14, Single Family Residential
	R-3, Multiple Family Residential
	R-4, Mobile Home
	O-S, Office Service
	C-1, Neighborhood Commercial
	C-2, General Commercial
	PUD, Planned Unit Development
	I-1, Light Industrial
	I-2, Heavy Industrial
	PUD-LSP, Large Scale Plan
	PUD-MR, Mineral Removal
	Conditional Rezone



STANDARDS OF REVIEW

The request has been reviewed using the applicable review standards.

- Chapter 11.1 - Planned Unit Development General Review Standards

- Section 12.3 - PUD Mineral Removal Eligibility Criteria
- 12.7 Preliminary Plan - PUD Mineral Removal Review Standards (Submittal Requirements for Step 1 and Step 2)
- Section 12.9 Final Mineral Removal Plan (Submittal Requirements for Step 3)
- Section 12.10 Final Mineral Plan – Review Standards and Operational Requirements
- Section 25 Site Plan Review

Chapter 11.1 - Planned Unit Development General Review Standards

A. Consistency with Master Plan and Zoning Ordinance: The Planned Unit Development must further the goals and objectives of the Township Master Plan and must be consistent with it. It must also be consistent with the intent and purpose of this Zoning Ordinance.

Meets Standard. The proposed rezone is currently zoned Agricultural/Agri-Business and is not located close to a residential zoning district. Sand and gravel mining has historically been permitted and carried out to the north and west of the proposed PUD parcel. If the Planning Commission and Township Board determine the PUD meets standards for rezoning, then Master Plan requirements will be met.

B. Aesthetics: The Planned Unit Development must be aesthetically pleasing and be an integrated development with respect to building facades, building materials, landscape and berming, noise and visual screening mechanisms, and signs. It should contribute to creating a distinctive attractive community with a strong sense of place.

Not applicable for a PUD - Mineral Removal.

C. Compatibility with Adjacent Uses: The Planned Unit Development must be compatible with surrounding uses. Efforts must be made to reduce any adverse effects on surrounding uses.

Meets Standard, with consideration. The proposed PUD-Mineral Removal is adjacent to 5 houses. In general, mining is not compatible with residential use, but the land is currently zoned Agricultural/Agri-Business, which allows for uses that might be more intensive than residential.

A 6-8-foot-high berm will be constructed of topsoil around the mine perimeter which will limit noise from mining operations and visual impacts to surrounding homes. This berm will be removed after mining operations are completed as

part of the restoration process. The mine must also comply with EGLE – Air Quality Division requirements for dust suppression. These actions will help abate visual, noise and dust impacts from mining activity on neighboring properties.

D. Density: The density requirements of the proposed Planned Unit Development shall be based on the underlying land use district in the Master Plan. The Township Board, upon recommendation of the Planning Commission, may vary the density requirements if doing so would result in a development that better achieves the intent of the Master Plan.

Not applicable for a PUD - Mineral Removal.

E. Traffic: The Planned Unit Development shall be designed to minimize the effect of traffic generated by the proposed development on surrounding uses. Consideration should be given to:

1. The amount and type of traffic generated by the proposed project and capacity of existing and proposed streets to safely absorb that additional traffic.

Meets Standard. Based on experience with previous operations, the volume of traffic caused by the operation will not negatively affect overall traffic patterns.

2. Whether the streets and pedestrian walkways within each project are designed to facilitate safe pedestrian and vehicular traffic flow patterns.

Not applicable for a PUD - Mineral Removal.

3. All points of ingress and egress to the project shall be located and designed to maximize safety.

Meets Standard. Ingress and egress to the site is via an existing driveway that will be converted to a 16-foot-wide gate to control access. KCRC will regulate the ingress and egress controls for the site.

F. Protection of Natural Environment: Each project shall be designed to minimize adverse effects on the environment. Special emphasis shall be placed on maintaining the quality of air, soils, groundwater, streams, wetlands, and rivers.

Meets Standard. The applicant prepared an Environmental Impact Assessment (EIA) that found that administrative and structural controls could minimize negative effects on the environment.

Gravel mining is inherently a destructive practice as it necessitates topsoil mass grading, tree removal and mass excavation. The practice of stockpiling topsoil

in berms for later redistribution when mining is complete has been successfully done in other areas of the mine (portions of 1070 100th and 1264 100th). No wetlands or surface waters are present in the mining area, and the mine will not extend into the groundwater bearing soils to affect nearby wells.

G. Schools: Whether a project can be served by existing schools and school related facilities and the impact upon schools if the property is developed in accordance with the Planned Unit Development plans or in accordance with the conventional zoning district requirements shall both be considered. In addition, streets and pedestrian walkways shall be designed and located in any project to facilitate the ability of students to make the best and safest use of existing schools and school related facilities.

Not applicable for a PUD - Mineral Removal.

H. Public Facilities: The Planning Commission shall consider the impact a project will have on:

1. Public safety and protection services.

Not applicable.

2. Water and sewer facilities.

No utility extensions will be undertaken.

3. The costs for such services.

Not applicable.

Not applicable. Public safety services are not likely to be needed at the mine site, nor are utility extensions necessary.

I. Water, Sewer, and Drainage Systems: A Planned Unit Development shall be served by a public or private water and sanitary sewer systems. The Kent County Health Department and/or the Township Engineer must approve the systems. A PUD shall also have a drainage system for surface water run-off which the Kent County Drain Commission and / or the Township Engineer must approve.

Meets Standard. The Township Engineer shall review stormwater management plans for the site. A National Pollutant Discharge Elimination System (NPDES) permit will be required as part of the mining permit issued by EGLE.

J. Open Space: The Planning Commission and Township Board should consider whether the PUD permanently preserves significant amounts of open space or significant natural features. The Township Board may require, upon

recommendation of the Planning Commission, that natural amenities such as, but not limited to, ravines, rock outcrops, wooded areas, tree or shrub specimens, unique wildlife habitat, ponds, streams, and wetlands be preserved as part of the open space system.

Meets standard. The EIA didn't identify any significant or unique environmental aspects of the parcel, but field observation vegetation and wildlife surveys were not undertaken since the EIA was completed outside of the growing and summer breeding season. The woods that covered the western third of the parcel have been heavily cut since the preparation of the EIA and very little potential habitat remains. The wetland area at the southwest corner will remain undisturbed.

K. Non-Motorized Trail Network: Projects within an identified trail network corridor may be required to construct a portion of the trail.

Not applicable for a PUD - Mineral Removal.

L. Other Development Regulations: Except as expressly authorized by the approval of the PUD Plan, all other regulations and requirements of this Zoning Ordinance shall apply. These regulations include but are not limited to parking, signs, landscaping and outdoor lighting.

Not applicable for a PUD - Mineral Removal.

Section 12.3 - Eligibility Criteria

The Planning Commission and Township Board shall review the preliminary plan and proposed PUD-MR rezoning based on the following standards:

A. Access. Whether the Mineral Removal operation and proposed end use will have adequate and safe access from and onto the public streets of the Township, with particular reference to Vehicle and Pedestrian safety and convenience, traffic flow, frequency and control, dust management, traffic volume, and emergency access in case of fire or other catastrophe.

Meets Standard. Access to the site is via Kalamazoo Avenue which is a two-lane paved road with gravel shoulders and adequate for the mining vehicles that will be used on the site. Also see 11.1.E.1 and 11.1.E.3 above.

Traffic frequency in the area will be like what it has been as operations wind down at the 1856 100th Street mine (Barnaby parcel). In general mine vehicles in that area have operated safely and no change to that is anticipated.

B. Storm Water Retention and Drainage. Whether the site will have adequate and safe storm water retention capability, and whether the site will change

drainage patterns or the amount of drainage going off the site during mining and for the End-Use.

Meets Standard. In general mining operations do not harden the ground surface and increase runoff from the site, and no runoff or discharge will leave the site. The mine will be a “dry” mine, and mining operations will not reach the water table. The site and water management plan will be reviewed, and approval will need to be obtained, by the Township Engineer.

C. Environmental Harm. Whether the proposed mineral removal from the site will threaten any endangered or threatened species of plants or animals, or otherwise create an adverse or detrimental effect upon the environment. The Township can employ a consultant or consultants to assess the environmental effects. The applicant shall be responsible for the cost of the consultant(s).

Meets Standard. An Environmental Impact Assessment (EIA) was prepared by the applicant. Due to the agricultural nature of the property and fragmentary nature of the surrounding area it was stated that no threatened or endangered species critical habitat is likely to be present within the mine area, nor are any threatened or endangered species anticipated to be present for most of the year. After the EIA was prepared clearcutting and select cutting has occurred on the property leaving very few mature trees, or any other vegetation for potential habitat.

D. Potential Harm Relative to the Value of the Mineral Material. The value to the applicant and the public of the mineral material proposed to be removed from the site shall be balanced against any adverse effect of the proposed mineral removal from the site on adjacent property, the Township or the community, whether the adverse effect is on the natural or built environment.

Meets Standard. Due to the isolated location, the proposed mine will have limited impact on most of the surrounding residential areas, but there are five houses directly adjacent to or across the street from the property boundary. Noise and dust are the two most likely impacts. The applicant proposed to build a berm around the perimeter of the property that will help suppress noise and dust effects on neighboring properties.

The EIA estimates that noise generated by mining activity will be 70 decibels or less at the property boundary. This level of noise is considered equivalent to a dishwasher, vacuum cleaner, or loud conversation, and would be considered “annoying” but not cause hearing damage. Based on the effectiveness of the berm at the other Stoneco operations, perceived noise is likely to be much

lower than 70 decibels on average. Limitations on operating hours will ensure that noise will not be generated at night.

Stoneco has a fugitive dust plan that is reviewed by Michigan EGLE-Air Quality Division and amended as necessary when they expand operations. Dust will be controlled on site with watering trucks and with spray arms at dust discharge points on equipment. Based on past monitoring of the Stoneco operation, dust has not had an impact on human health.

E. Compatibility of Proposed End-Use. Whether the proposed end use will be compatible with:

1. The general purposes and requirements of this Ordinance, the Township's Master Plan, and other ordinances, statutes and plans that regulate land development or uses in the Township.

See 11.1.A above.

2. Adjoining properties.

See 11.1.C above.

3. In the case of multiple uses on one site, whether the proposed uses will be compatible with one another.

Meets Standard. The proposed PUD-Mineral Removal is the only use proposed for the parcel.

F. Density and Intensity of End-Use. Whether the density and intensity of the proposed End-Use is in conformance with the Township's Master Plan.

Meets Standard. The Operation, Restoration and End Use Plan (Sheet 2) states that the site will be restored for agricultural use by Stoneco, which is in conformance with current use. The recent update to the Master Plan designates the area for Village Residential, and the owner of the parcel may decide to develop the site in this manner after mining operations are completed.

G. Access to Utilities. Whether the proposed End-Use will have adequate access to all public and private utilities necessary or desirable for its development.

Meets Standard. No water or sewer utilities will be necessary for the mine. Electrical service will be extended for conveyance of materials as needed.

H. The general standards for a PUD contained in Chapter 11.1 "Planned Unit Development General Review Standards" and for a site plan in Chapter 25 must also be met for a PUD-MR.

See Section 11.1 review above, and Chapter 25 review below.

Section 12.9 - Final Mineral Removal Plan

A. Map Drawing.

Meets Standard. Two maps titled “Overall Plan” (Sheet 1) and “Operation, Restoration and End Use Plan” (Sheet 2) have been submitted that meet all the requirements of this section.

B. Operational Plan.

Meets Standard. The “Overall Plan” contains details about operations on the site. The timing of the mining operation is expected to begin within one year of approval and end within 15 years. The hours of operation per the applicant will be 7am - 7pm Monday through Friday, and 7am - 3pm on Saturdays. No operations will occur on Christmas, Thanksgiving, New Years Day, Memorial Day, Labor Day, and Fourth of July.

The equipment to be used is all portable, and consists of loaders, stacking conveyors, jaw crusher, and a generator. Materials will be transported to the main processing and shipping point via a conveyor system.

Dust suppression will be via tanker trucks that use aerial sprayers as necessary to suppress dust, as well as sprayer bars on equipment at points where materials management processes generate dust.

C. Site Restoration Plan

Meets Standard. The Plan notes topsoil will be stored on site in berms surrounding the property and stabilized with seeding and soil erosion controls during mining. The berms will be built and maintained at a 1:3 slope and have a 6-foot fence on top to prevent unauthorized access. As development progresses to the next phase, the previous phase will be restored.

D. Other Circumstances

Meets Standard. No lighting is proposed at the site. Workers will use sanitary facilities at the South Kent Gravel site.

E. Additional information

No other information is required unless Planning Commission deems it necessary.

Section 12.10 – Review Standards and Operational Requirements

A. Beginning and Completion Date

Meets Standard. Operations are expected to begin within one year of approval and end within 7 years.

B. Hours of Operation.

Meets Standard. The hours of operation will be 7am - 7pm Monday through Friday, and 7am - 3pm on Saturdays. No operations will occur on Christmas, Thanksgiving, New Years Day, Memorial Day, Labor Day and Fourth of July.

C. Setbacks for Mineral Removal Activity.

Meets Standard, modification requested. The site plan does not indicate any 100-foot setbacks to the western and southern property lines but does indicate them along Kalamazoo Avenue and around the Jeplawy home at the southeast corner. The applicant requests that the western and southern setbacks be reduced to the property lines due to previous mining activities on the adjacent parcels. Reducing the setbacks will allow land contouring to meet adjacent grades and not leave a “ridge” of land that will look unnatural after restoration. Additionally, the use of the conveyor system that will greatly reduce the amount of truck traffic depends on having a grade that matches the adjacent property, if a ridge remains, it will make the conveyor inoperable to this parcel.

The Planning Commission has reviewed the requested modification to the 100-foot setbacks and recommends approval to reduce them to zero in the requested areas to enable restoration of the land to a more natural and level surface. If the Board approves the modification, the standard will be met.

D. Equipment Limits

Meets Standard. No equipment that emits noise louder than 85 decibels at 50 feet away while operating will be used on the site.

E. Engine Brakes

Meets Standard. No engine brakes will be used.

F. Excavated Material and Grading

Meets Standard. No steep banks that create a hazardous situation may be left overnight. Banks will be graded to a minimum 2:1 ratio at the end of the day.

G. Drives

Meets Standard. Only one driveway will access the site from Kalamazoo Avenue, and it will be permitted by Kent County Road Commission.

H. Processing of Minerals; Storage of Materials from Other Sites

Meets Standard. No materials will be processed on this parcel, except those that need to be broken down to fit the conveyor system. All materials will be conveyed processed at the main facility approximately ½ mile to the west.

I. Ponds or Lakes

Meets Standard. No ponds or lakes are anticipated to form during excavation activities.

J. Amount of Area Being Excavated at One Time

Meets Standard. Three phases are anticipated at 8.2 acres (northern), 11.0 acres (middle), and 8.0 acres (southern) respectively.

Section 12.11 - Performance Guarantee

Meets Standard. Applicant shall provide a performance guarantee of \$5,000 per acre of disturbed area, due within 30 days of start of work.

Section 25 Site Plan Review

A. Application

Meets Standard. A completed application has been received and fees paid.

B. Site Plan

Meets Standard. A properly scaled and stamped site plan has been received for review. It includes all the relevant elements for the proposed mine.

C. Landscape Plan

Not applicable for a PUD - Mineral Removal.

D. Photometric Plan

Not applicable. No lighting will be installed.

E. Building Elevations

Not applicable. No buildings will be constructed.

FINANCIAL IMPACT:

The rezoning would allow for leasing of the site for mining, which will remove the homeowner exemption and slightly increase property taxes. Costs associated with the review process are borne by the applicant through administrative and escrow review fees. Any necessary utility improvement costs will be borne by the developer.

BUDGET ACTION REQUIRED:

N/A.

RECOMMENDATION:

Staff recommends that the Township Board make a determination to approve, approve with conditions, or deny the application after considering public comment and the conditions listed in the resolution.

The Planning Commission recommended approval of the application on June 22nd, 2023.

ATTACHMENTS:

- Draft Ordinance
- Draft Resolution
- Mining Plan

**GAINES CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN
(ORDINANCE NO. _____)**

At a _____ meeting of the Township Board for Gaines Charter Township held at the Township offices on _____, 2023, beginning at ____ p.m., the following Ordinance was offered for adoption by Township Board Member _____, and was seconded by Township Board Member _____:

AN ORDINANCE TO AMEND THE GAINES CHARTER TOWNSHIP ZONING ORDINANCE AS PROVIDED FOR IN CHAPTER 27 THEREOF BY AMENDING SECTION 1.6 AND THE TOWNSHIP ZONING MAP

THE CHARTER TOWNSHIP OF GAINES (the "Township") ORDAINS:

Section 1. Amendment. The Gaines Charter Township Zoning Ordinance is hereby amended by the amendment of Section 1.6 thereof, the Zoning Map, so as to rezone the following legally described property from Agricultural-Agri Business to Planned Unit Development-Mineral Removal (PUD-MR), the land being commonly described as part of parcel 41-22-33-100-008, and 10287 Kalamazoo Avenue SE. The legal description is as follows:

Part of the NW 1/4 of Section 33, T5N, R11W, Gaines Township, Kent County, Michigan, described as: That part of the South 1/2 of said NW 1/4 lying Westerly of the centerline of Kalamazoo Avenue

EXCEPT: the North 16.5 feet thereof

ALSO EXCEPT: Beginning at the intersection of the centerline of Kalamazoo Avenue and East-West 1/4 line, thence West along the East-West 1/4 line 347.90 feet, thence North perpendicular to the East-West 1/4 line 150 feet, thence East parallel with the East-West 1/4 line 232.93 feet to said centerline, thence Southeasterly 189 feet along said centerline to the Place of Beginning.

Section 2. Effective Date. This Ordinance shall become effective seven (7) days after a summary is published in a newspaper of general circulation within the Township.

The vote in favor of this Ordinance was as follows:

YEAS: _____

NAYS: _____

ABSENT/ABSTAIN: _____

ORDINANCE DECLARED ADOPTED

CERTIFICATION

I hereby certify that the above is a true copy of an Ordinance adopted by the Township Board for Gaines Charter Township at the time, date, and place specified above pursuant to the required statutory procedures.

Respectfully submitted,

By _____

Michael Brew

Gaines Charter Township Clerk

ORDINANCE/ORDINANCE AMENDMENT DECLARED ADOPTED.

Rob DeWard, Supervisor
Charter Township of Gaines

Michael Brew, Clerk
Charter Township of Gaines

GAINES CHARTER TOWNSHIP BOARD OF TRUSTEES
KENT COUNTY, MICHIGAN
(Resolution No. 23-____-TB)

At a regular meeting of the Gaines Charter Township Board of Trustees held at the Gaines Charter Township offices on _____, 2023, beginning at 7:00 p.m., the following motion to adopt this Resolution was made by Board Member _____ and was seconded by Board Member _____:

A RESOLUTION BY THE GAINES CHARTER TOWNSHIP BOARD OF TRUSTEES THAT THE APPLICATION FOR AN EXPANDED MINE BY STONECO REQUESTING APPROVAL FOR A PLANNED UNIT DEVELOPMENT (“PUD”) REZONING, FINAL MINERAL PLAN, AND SITE PLAN FOR PROPERTY COMMONLY KNOWN AS 10287 KALAMAZOO AVE. SE (AKA JEPLAWY PARCEL) AND PART OF PERMANENT PARCEL NO. 41-22-33-100-008 BE APPROVED.

1. Factual Background

Stoneco is in the mining business. Stoneco has long had a sand and gravel mining operation located within Gaines Charter Township (the “Township”) over several parcels of land, including 908 100th Street SE, 10330 Eastern Avenue SE, 1070 100th Street SE, 1560 100th Street SE, 10175 Kalamazoo Avenue SE, and 1856 100th Street SE (“Barnaby Parcel”) (in total the “Existing Mine”). The processing center (“Processing Site”) within the original mining area has been operating at 908 100th Street SE since 1994.

The mining of sand and gravel currently occurs at the Existing Mine and crushing, processing, and mixing of aggregates occurs at the Processing Site. Over the years, the Township has received few complaints from neighbors regarding the operation of the Existing Mine. Every year, the Planning Commission has conducted a review of the status of the Existing Mine (and related operations), and Stoneco has addressed all complaints that may have arisen during the prior year by neighbors.

The 1856 100th Street SE mine (“Barnaby Parcel”) is ending its useful life and will likely cease producing aggregates toward the fall of 2023.

Stoneco now proposes mining at a new site located on the west side of Kalamazoo Avenue to the south of the 1856 100th Street SE mine. The new site is commonly known as 10287 Kalamazoo Avenue SE and is part of permanent parcel number 41-22-33-100-008 (the “New Mine”). The New Mine would be approximately 29 acres in size.

Stoneco has proposed rezoning the property comprising the New Mine to the PUD-MR zoning district and has also sought approval of the Final Mineral Plan for the New Mine.

Stoneco has proposed that no aggregate mined at the New Mine will leave the site by vehicle or truck. Instead, the existing conveyor belt serving the existing operation would be extended from 1560 100th Street SE and across the northeast corner of 10300 Pease Avenue SE so that the aggregate mined at the New Mine would automatically be transported to the Existing Mine for crushing, processing, and transport off-site by vehicle or truck.

Stoneco has proposed operating the New Mine for up to seven years, with the option to request up to four (4) two-year extensions. Stoneco has also proposed several safeguards to protect the owners and occupants of adjoining and nearby properties from dust, noise, traffic and other negative impacts associated with most mining operations.

The Board of Trustees has received and reviewed several documents regarding the Stoneco proposal, including the following:

1. The application for zoning approval by Stoneco.
2. Overall Plan, Stoneco of Michigan, 100th Street Operation, last revised April 13, 2023, prepared by Exxel Engineering, Inc.
3. Mining Plan, Stoneco of Michigan, 100th Street Operation, last revised April 13, 2023, prepared by Exxel Engineering, Inc.
4. End Use Plan, Stoneco of Michigan, 100th Street Operation, last revised March 1, 2023, as listed on application.
5. Comprehensive Environmental Impact Statement, prepared by Frank “Chip” Tokar, Natural Resource Management LLC, April 6, 2023.
6. Report by the Township’s Community Development Director to the Township Board of Trustees, Dan Wells dated July 10th, 2023.
7. Resolution 23-06-22 by the Gaines Charter Township Planning Commission recommending approval of the application.
8. Draft Ordinance and Resolution for the PUD-Mineral Plan rezoning.

2. The General Zoning Regulations Involved.

The property comprising the proposed New Mine is currently zoned as “A-B” Agricultural/Agri-Business pursuant to the Gaines Charter Township Zoning Ordinance (the “Zoning Ordinance”). Stoneco has applied for a rezoning to the PUD–MR zoning district and for site plan approval pursuant to Chapter 12 of the Zoning Ordinance. Under the Zoning Ordinance, the Planning Commission makes a recommendation to the Township Board regarding the proposed rezoning

and site plan. Thereafter, the Township Board makes the final decision regarding whether to approve the PUD rezoning request and the related preliminary site plans.

This Resolution will constitute the formal decision of the Township Board regarding the PUD rezoning and preliminary site plan requests by Stoneco and conditional approval of the Final Mineral Plan.

3. The Applicable Standards in the Zoning Ordinance.

Chapter 11.1 - Planned Unit Development General Review Standards

A. "Consistency with Master Plan and Zoning Ordinance: The Planned Unit Development must further the goals and objectives of the Township Master Plan and must be consistent with it. It must also be consistent with the intent and purpose of this Zoning Ordinance."

Meets Standard. The proposed rezone is currently zoned Agricultural/Agri-Business and is not located close to an R-10 or R-14 zoning district. Sand and gravel mining has historically been permitted and carried out to the north and west of the proposed PUD parcel. If the Planning Commission and Township Board determine the PUD meets standards for rezoning, then Master Plan requirements will be met.

B. "Aesthetics: The Planned Unit Development must be aesthetically pleasing and be an integrated development with respect to building facades, building materials, landscape and berming, noise and visual screening mechanisms, and signs. It should contribute to creating a distinctive attractive community with a strong sense of place."

Not applicable for a PUD - Mineral Removal.

C. "Compatibility with Adjacent Uses: The Planned Unit Development must be compatible with surrounding uses. Efforts must be made to reduce any adverse effects on surrounding uses."

Meets Standard. The proposed PUD-Mineral Removal is adjacent to five houses. In general, mining is not compatible with residential use, but the land is currently zoned Agricultural/Agri-Business, which allows for uses that might be more intensive than residential.

A six to eight-foot-high berm will be constructed of topsoil around the mine perimeter which will limit noise from mining operations and visual impacts to surrounding homes. This berm will be removed after mining operations are completed as part of the restoration process. The mine must also comply with EGLE – Air Quality Division requirements for dust suppression.

D. Density: The density requirements of the proposed Planned Unit Development shall be based on the underlying land use district in the Master Plan. The Township Board, upon recommendation of the Planning Commission, may vary the density requirements if doing so would result in a development that better achieves the intent of the Master Plan.

Not applicable for a PUD - Mineral Removal.

E. "Traffic: The Planned Unit Development shall be designed to minimize the effect of traffic generated by the proposed development on surrounding uses. Consideration should be given to:"

1. "The amount and type of traffic generated by the proposed project and capacity of existing and proposed streets to safely absorb that additional traffic."

Meets Standard. Based on experience with previous operations, the volume of traffic caused by the operation will not negatively affect overall traffic patterns.

2. "Whether the streets and pedestrian walkways within each project are designed to facilitate safe pedestrian and vehicular traffic flow patterns."

Not applicable for a PUD - Mineral Removal.

3. "All points of ingress and egress to the project shall be located and designed to maximize safety."

Meets Standard. Ingress and egress to the site is via an existing driveway that will be converted to a 16-foot-wide gate to control access. KCRC will regulate the ingress and egress controls for the site.

F. "Protection of Natural Environment: Each project shall be designed to minimize adverse effects on the environment. Special emphasis shall be placed on maintaining the quality of air, soils, groundwater, streams, wetlands, and rivers."

Meets Standard. Mining is inherently a destructive practice as it removes minerals necessitating topsoil mass grading, tree removal and mass excavation. The practice of stockpiling topsoil in berms for later redistribution when mining is complete has been successfully done in other areas of the mine (portions of 1070 100th and 1264 100th).

The applicant prepared an Environmental Impact Assessment (EIA) that found that administrative and structural controls could minimize negative effects on the environment. There is a strip of wetlands in the southwest corner of the parcel, but the mining area excludes that area. The mine will not extend into the groundwater-bearing soils to affect nearby wells.

G. "Schools: Whether a project can be served by existing schools and school related facilities and the impact upon schools if the property is developed in accordance with the Planned Unit Development plans or in accordance with the conventional zoning district requirements shall both be considered. In addition, streets and pedestrian walkways shall be designed and located in any project to facilitate the ability of students to make the best and safest use of existing schools and school related facilities."

Not applicable for a PUD - Mineral Removal.

H. "Public Facilities: The Planning Commission shall consider the impact a project will have on:"

1. "Public safety and protection services."

Not applicable for a PUD - Mineral Removal.

2. "Water and sewer facilities"

No utility extensions will be undertaken.

3. "The costs for such services."

No utility extensions will be undertaken.

"Each project shall be designed and located so as to facilitate use of, access to, or the logical expansion or extension of existing facilities in order to minimize any adverse financial or other impact upon the Township and to promote public health and safety."

All costs related to the project will be paid for by the applicant.

I. "Water, Sewer, and Drainage Systems: A Planned Unit Development shall be served by a public or private water and sanitary sewer systems. The Kent County Health Department and/or the Township Engineer must approve the systems. A PUD shall also have a drainage system for surface water run-off which the Kent County Drain Commission and / or the Township Engineer must approve."

Meets Standard. The Township Engineer shall review stormwater management plans for the site. A National Pollutant Discharge Elimination System (NPDES) permit will be required as part of the mining permit issued by EGLE.

J. "Open Space: The Planning Commission and Township Board should consider whether the PUD permanently preserves significant amounts of open space or significant natural features. The Township Board may require, upon recommendation of the Planning Commission, that natural amenities such as, but not limited to, ravines, rock outcrops, wooded areas, tree or shrub specimens, unique wildlife habitat, ponds, streams, and wetlands be preserved as part of the open space system."

Meets Standard. The EIA didn't identify any significant or unique environmental aspects of the parcel, and a majority of the parcel has been cleared for agriculture. Recent tree cutting in preparation of mining activities has removed most of the remaining tree cover that was present. The wetland area in the southwest corner of the parcel will not be mined. In the long

term, the parcel may remain open as an agricultural use after mining activities have ceased and the site is recontoured.

K. "Non-Motorized Trail Network: Projects within an identified trail network corridor may be required to construct a portion of the trail."

Not applicable for a PUD - Mineral Removal.

L. "Other Development Regulations: Except as expressly authorized by the approval of the PUD Plan, all other regulations and requirements of this Zoning Ordinance shall apply. These regulations include but are not limited to parking, signs, landscaping and outdoor lighting."

Not applicable for a PUD - Mineral Removal.

Section 12.3 - PUD Mineral Removal Eligibility Criteria

The Planning Commission and Township Board shall review the preliminary plan and proposed PUD-MR rezoning based on the following standards:

A. "Access. Whether the Mineral Removal operation and proposed End-Use will have adequate and safe access from and onto the public streets of the Township, with particular reference to Vehicle and Pedestrian safety and convenience, traffic flow, frequency and control, dust management, traffic volume, and emergency access in case of fire or other catastrophe."

Meets Standard. Access to the site is via Kalamazoo Avenue which is a two-lane paved road with gravel shoulders and adequate for the mining vehicles that will be used on the site.

Traffic frequency in the area will be similar to what it has been as operations wind down at the 1856 100th Street mine (Barnaby parcel). In general mine vehicles in that area have operated safely and no change to that is anticipated.

B. "Storm Water Retention and Drainage. Whether the site will have adequate and safe storm water retention capability, and whether the site will change drainage patterns or the amount of drainage going off the site during mining and for the End-Use."

Meets Standard. In general mining operations do not harden the ground surface and increase runoff from the site, and no runoff or discharge will leave the site. The mine will be a "dry" mine, and mining operations will not reach the water table. The site and water management plan will be reviewed, and approval will need to be obtained, by the Township Engineer.

C. "Environmental Harm. Whether the proposed mineral removal from the site will threaten any endangered or threatened species of plants or animals, or otherwise create an adverse or detrimental effect upon the environment. The Township can employ a consultant or consultants

to assess the environmental effects. The applicant shall be responsible for the cost of the consultant(s)."

Meets Standard. An Environmental Impact Assessment (EIA) was prepared by the applicant. Due to the agricultural nature of the property and fragmentary nature of the surrounding area it was stated that no threatened or endangered species critical habitat is likely to be present within the mine area, nor are any threatened or endangered species anticipated to be present for most of the year. After the EIA was prepared clearcutting occurred on the property leaving very few mature trees, or any other vegetation for potential habitat.

D. "Potential Harm Relative to the Value of the Mineral Material. The value to the applicant and the public of the mineral material proposed to be removed from the site shall be balanced against any adverse effect of the proposed mineral removal from the site on adjacent property, the Township or the community, whether the adverse effect is on the natural or built environment."

Meets Standard. Due to the isolated location, the proposed mine will have limited impact on most of the surrounding residential areas, but there are five houses directly adjacent to or across the street from the property boundary. The applicant proposed to build a berm around the perimeter of the property that will help suppress noise effects on neighboring properties. The EIA estimates that noise generated by mining activity will be 70 decibels or less at the property boundary. Limitations on operating hours will ensure that noise will not be generated at night.

Stoneco has a fugitive dust plan that is reviewed by Michigan EGLE-Air Quality Division and amended as necessary when they expand operations. Dust will be controlled on site with watering trucks and with spray arms at dust discharge points on equipment.

E. "Compatibility of Proposed End-Use. Whether the proposed End-Use will be compatible with:

1. "...The general purposes and requirements of this Ordinance, the Township's Master Plan, and other ordinances, statutes and plans that regulate land development or uses in the Township."

Meets Standard. The proposed rezone is currently zoned Agricultural/Agri-Business and is not located close to an R-10 or R-14 zoning district. Sand and gravel mining has historically been permitted and carried out to the north and west of the proposed PUD parcel. If the Planning Commission and Township Board determine the PUD meets standards for rezoning, then Master Plan requirements will be met.

2. "...Adjoining properties."

Meets Standard. The proposed PUD-Mineral Removal is adjacent to five houses. In general, mining is not compatible with residential use, but the land is currently zoned

Agricultural/Agri-Business, which allows for uses that might be more intensive than residential.

3. "...In the case of multiple uses on one site, whether the proposed uses will be compatible with one another."

Meets Standard. The proposed PUD-Mineral Removal is the only use proposed for the parcel.

F. "Density and Intensity of End-Use. Whether the density and intensity of the proposed End-Use is in conformance with the Township's Master Plan."

Meets Standard. The Operation, Restoration and End Use Plan (Sheet 2) states that the site will be restored for agricultural use by Stoneco, which is in conformance with current use. The recent update to the Master Plan designates the area for Village Residential, and the owner of the parcel may decide to develop the site in this manner after mining operations are completed.

G. "Access to Utilities. Whether the proposed End-Use will have adequate access to all public and private utilities necessary or desirable for its development."

Meets Standard. No water or sewer utilities will be necessary for the mine. Electrical service will be extended for conveyance of materials as needed.

H. "The general standards for a PUD contained in Chapter 11.1 "Planned Unit Development General Review Standards" and for a site plan in Chapter 25 must also be met for a PUD-MR."

See Section 11.1 review above, and Chapter 25 review below.

Section 12.9 - Final Mineral Removal Plan

A. Map Drawing.

Meets Standard. Two maps titled "Overall Plan" (Sheet 1) and "Operation, Restoration and End Use Plan" (Sheet 2) have been submitted that meet all the requirements of this section.

B. Operational Plan.

Meets Standard. The "Overall Plan" contains details about operations on the site. The timing of the mining operation is expected to begin within one year of approval and end within seven years.

The hours of operation will be 7 a.m. – 7 p.m. Monday through Friday, and 7 a.m. – 3 p.m. on Saturdays. No operations will occur on Christmas, Thanksgiving, New Years Day, Memorial Day, Labor Day, and Fourth of July.

The equipment to be used is all portable, and consists of loaders, stacking conveyors, jaw crusher, and a generator. Materials will be transported to the main processing and shipping point via a conveyor system.

Dust suppression will be via tanker trucks that use aerial sprayers as necessary to suppress dust, as well as sprayer bars on equipment at points where materials management processes generate dust.

C. Site Restoration Plan

Meets Standard. The Plan notes topsoil will be stored on site in berms surrounding the property and stabilized with seeding and soil erosion controls during mining. The berms will be built and maintained at a 1:3 slope and have a 6-foot fence on top to prevent unauthorized access. As development progresses to the next phase, the previous phase will be restored.

D. Other Circumstances

Meets Standard. No lighting is proposed at the site. Workers will use sanitary facilities at the South Kent Gravel site.

E. Additional information

No other information is required.

Section 12.10 – Review Standards and Operational Requirements

A. Beginning and Completion Date

Meets Standard. Operations are expected to begin within one year of approval and end within 7 years.

B. Hours of Operation.

Meets Standard. The hours of operation will be 7 a.m. – 7 p.m. Monday through Friday, and 7 a.m. – 3 p.m. on Saturdays. No operations will occur on Christmas, Thanksgiving, New Years Day, Memorial Day, Labor Day and Fourth of July.

C. Setbacks for Mineral Removal Activity.

Modification Requested. The site plan does not indicate any 100-foot setbacks to the western and southern property lines but does indicate them along Kalamazoo Avenue and around the Jeplawy home at the southeast corner. The applicant requests that the western and southern setbacks be reduced to the property lines due to previous mining activities on the adjacent parcels. Reducing the setbacks will allow land contouring to meet adjacent grades and not leave a “ridge” of land that will look unnatural after restoration. Additionally, the use of the conveyor system that will greatly reduce the amount of truck traffic depends on having a grade that matches the adjacent property, if a ridge remains, it will make the conveyor inoperable to this parcel. Approval of this resolution includes approval to modify the requested setbacks.

D. Equipment Limits

Meets Standard. No equipment that emits noise louder than 85 decibels at 50 feet away while operating will be used on the site.

E. Engine Brakes

Meets Standard. No engine brakes will be used.

F. Excavated Material and Grading

Meets Standard. No steep banks that create a hazardous situation may be left overnight. Banks will be graded to a minimum 2:1 ratio at the end of the day.

G. Drives

Meets Standard. Only one driveway will access the site from Kalamazoo Avenue, and it will be permitted by Kent County Road Commission.

H. Processing of Minerals; Storage of Materials from Other Sites

Meets Standard. No materials will be processed on this parcel, except those that need to be broken down to fit the conveyor system. All materials will be conveyed processed at the main facility approximately ½ mile to the west.

I. Ponds or Lakes

Meets Standard. No ponds or lakes are anticipated to form during excavation activities.

J. Amount of Area Being Excavated at One Time

Meets Standard. Three phases are anticipated at 8.2 acres (northern), 11.0 acres (middle), and 8.0 acres (southern) respectively.

Section 12.11 - Performance Guarantee

Meets Standard. Applicant shall provide a performance guarantee of \$5,000 per acre of disturbed area, due within 30 days of start of work.

Section 25 Site Plan Review

A. Application

Meets Standard. A completed application has been received and fees paid.

B. Site Plan

Meets Standard. A properly scaled and stamped site plan has been received for review. It includes all the relevant elements for the proposed mine.

C. Landscape Plan

Not applicable for a PUD - Mineral Removal. Condition 3, below, stipulates that slopes facing public roads shall be planted and maintained with a hardy grass turf or native wildflower seed mix.

D. Photometric Plan

Not applicable. No lighting will be installed.

E. Building Elevations

Not applicable. No buildings will be constructed.

4. Conditions of Approval.

1. Stoneco shall always fully comply with the requirements of the Zoning Ordinance, the Township Board's rezoning approval, the Planning Commission's approval, and the materials submitted.

2. Stoneco shall meet all requirements of the Township Engineer and secure all outside agency approvals prior to the commencement of operations. Any necessary plan changes shall be approved administratively or by the Planning Commission and/or Township Board as required by the zoning ordinance.

3. Berms shall be constructed with a maximum slope as indicated on the Stoneco site plan, last revised on 04/13/2023, prepared by Exxel Engineering, Inc. Slopes facing public roads shall be planted and maintained with a hardy grass turf or native wildflower seed mix. The contours and soil surface shall be prepared and maintained to facilitate easy mowing and to prevent scalping. To control turf growth, slopes shall be periodically mowed, and those facing Kalamazoo Avenue shall be mowed at a minimum of one (1) time each month during the period of May 1 through September 30. The berms shall be installed before mining commences.

4. Processing (including crushing, mixing, and sorting) and customer loading shall not occur on the subject site. All processing shall occur at the Processing Site, and materials shall be transferred by way of conveyor systems. However, pre-crushing procedures by use of the JAW Crusher may occur on the new site to break down rocks to sizes able to fit on the conveyor system.

5. All mining and related operations (including full reclamation) shall be completed on the property within seven (7) years of the date of the Township Board's approval.

6. The hours and days of operation shall be limited to only the following:

a) Monday - Friday - 7:00 a.m. to 7:00 p.m.

b) Saturday - 7:00 a.m. to 3:00 p.m.

c) Sunday - No operation whatsoever.

d) No operations whatsoever on Christmas Eve, Christmas Day, Thanksgiving, July 4th, Memorial Day, Labor Day and New Year's Day.

7. No noise for equipment utilized on-site shall exceed 85 dba as measured at 50 feet from the equipment, unless located at least 1,320 feet or more from any building or dwelling.

8. Stoneco shall control dust from leaving the property. Such efforts shall include, but shall not be limited to, control by water trucks and by spray bars as needed to be located at discharge points on production equipment. Stoneco shall also comply with the requirements of the Michigan Clean Air Act, as amended, and the rules and regulations adopted thereunder. A paved access drive shall be installed and maintained within the interior of the property as shown on the approved plan. The paved area shall commence at Kalamazoo Avenue and shall be no less than 100 feet long and no less than 24 feet wide. Stoneco shall undertake reasonable measures to prevent the accumulation of dirt and gravel on public roadways, including but not limited to, using pickup sweepers on-site and off for off-site streets as required. Excluding the first phase, stripping of overburden shall be limited to November to April unless unforeseen circumstances arise. If overburden stripping is necessary outside of this time frame, the operator shall seek approval from the Township beforehand and have a water wagon on-site to control dust. If

directed by the Township, a temporary pause of operations shall occur if extreme winds result in the ineffectiveness of all other dust control measures.

9. A phased approach to mining will be used to always ensure that the number of acres considered actively mined, active in a support role and un-reclaimed does not exceed 20 acres in total. To that end, within a phase where mining has been completed, no more than that area which is necessary to support active mining in a then-active phase of operations shall be un-reclaimed. Areas considered to be in support of mining include haul roads, staging areas, material handling and stockpiling, and areas used for stockpiling of material used for ongoing and future reclamation.

10. After each phase completion, areas that are no longer needed to support active mining operations shall be reclaimed.

11. Any overburden not used in reclamation shall be graded, stabilized with seed, and mulched according to the approved Mining Plan and Reclamation Plan.

12. Final reclamation of slopes will be constructed as shown on the approved Stoneco site plan, last revised on 04/13/2023.

13. Topsoil stripped from the surface will be stockpiled on-site and used for later reclamation of each completed phase. The amount retained shall be not less than that required to reclaim each acre of un-reclaimed area.

14. The goal of reclamation is to provide a property that could be utilized for agriculture or developed with residential dwellings as contemplated on the Master Plan Future Land Use Plan.

15. Fuel storage is not permitted at the site.

16. Any fill shall consist of inert materials such as clay type material and other materials mined but not usable, excluding tree stumps, broken concrete, and broken asphalt.

17. Groundwater monitoring shall be provided by Stoneco if the water table is breached.

18. Topsoil shall be promptly stabilized with plantings or structures to prevent erosion and blowing, as well as other vegetation to be planted to maximize erosion protection.

19. No stockpiled materials shall exceed the height of the top of the nearest berm except during Phase 1.

20. Only materials mined on the property shall be kept, stored, or utilized on the site. No sand, rocks, gravel, or other minerals from off the property shall be brought onto the property, either for storage, processing or mixing, other than clean fill for final reclamation. Furthermore,

trucks, vehicles, and equipment shall not be stored or utilized on site unless they are actively used for current operations on the property.

21. No scale, scale house, building or other similar items shall be kept, installed or maintained on the property.

22. All mining shall occur only as shown on the approved plan. Buffers will be maintained as shown on the Operation, Restoration and End Use Plan.

23. Final surface water drainage courses and areas of surface water retention shall be laid out and constructed at such locations and in such manner as to enhance the end-use, and to ensure that the original drainage patterns on and off the site are not changed.

24. Within forty-five (45) days of the date of Township Board approval and prior to any excavating on the property, Stoneco shall provide the Township with a performance bond for the amount recommended by the Township Engineer (\$5,000 per acre of disturbed area) in the form and with language acceptable to the Township. The bond shall be utilized to ensure compliance with the Stoneco approval terms, including but not limited to operational and site reclamation/restoration requirements. Stoneco shall provide to the Township an additional performance bond for the amount of claims paid (or a substitute bond) so that the total amount of the performance bond(s) shall never fall below the specified amount. The performance bond amount shall be adjusted upward annually to reflect the increases in the Consumer Price Index ("CPI") during the preceding year. A performance bond as described above shall be in full force and effect at all times, and if such bond is not in effect at any time, all mineral extraction operations on the site shall cease immediately until a new bond has been delivered to the Township which complies with these requirements. If the operation is transferred, sold or in any fashion taken over by any person or entity other than Stoneco, the Planning Commission shall have the right to reexamine the amount of the bond and adjust the amount upward based on the financial condition and past track record (if any) of the new operator.

25. Except as otherwise expressly provided in this approval or the Zoning Ordinance, Stoneco and its assigns must meet all other applicable Township ordinances as well as all federal and state laws, and Stoneco shall obtain all necessary approvals from state, county and local governmental agencies which are required for the proposed operation or use.

26. If any condition or requirement imposed herein is ever finally determined by a court of competent jurisdiction to be illegal or contrary to law as a result of a successful challenge by Stoneco or its successors, the Township reserves the right to review the entire project under the PUD-MR provisions of the Zoning Ordinance, and further, to withdraw its approval of the PUD-MR if it finds that absent the effect of the invalidated condition or requirement, the PUD-MR no longer meets the standards for PUD-MR approval contained in the Zoning Ordinance.

27. All conditions and requirements contained herein shall be binding upon Stoneco and the owner(s) of the property, as well as their successors, tenants and assigns. The conditions may be

modified or amended only pursuant to a formal amendment by the Township of the PUD-MR approval and ordinance amendment.

28. At the option of either party, this Resolution and any of the PUD-MR approval documents may be recorded with the Kent County Register of Deeds. This Resolution, the conditions contained herein, and the PUD-MR approval shall run with the land and shall bind the lands involved.

29. Failure to comply with any provision of Chapter 12 of the Zoning Ordinance, the approved plans, this Resolution or any of the PUD-MR approval documents shall be deemed to be a violation of the Gaines Charter Township Zoning Ordinance. Violation of the Gaines Charter Township Zoning Ordinance could prompt legal action against Stoneco or the property owner, including, but not limited to, prosecution, a civil lawsuit and/or revocation of any approvals or permits hereunder.

30. The property involved in this approval is parcel 41-22-33-100-008 and is hereby legally described as follows:

Part of the NW 1/4 of Section 33, T5N, R11W, Gaines Township, Kent County, Michigan, described as: That part of the South 1/2 of said NW 1/4 lying Westerly of the centerline of Kalamazoo Avenue

EXCEPT: the North 16.5 feet thereof

ALSO EXCEPT: Beginning at the intersection of the centerline of Kalamazoo Avenue and East-West 1/4 line, thence West along the East-West 1/4 line 347.90 feet, thence North perpendicular to the East-West 1/4 line 150 feet, thence East parallel with the East-West 1/4 line 232.93 feet to said centerline, thence Southeasterly 189 feet along said centerline to the Place of Beginning.

31. Once all mining and reclamation have been completed, no development or end use of the property shall occur or be commenced until and unless approved by the Township pursuant to the applicable requirements of the Township zoning regulations and other applicable ordinances then in effect.

32. The property and all operations on-site shall fully comply with all applicable local, county, state, and federal laws and regulations, including, but not limited to, environmental laws.

33. There will be an annual review by the Planning Commission. The Planning Commission is authorized to impose additional conditions if necessary pursuant to the annual review. All property owners within 2,500 feet will receive prior written notice of the annual review. The annual review will be preceded by a review by the Sand and Gravel Subcommittee which will be made up of the Planning Director, Township Engineer, a member of the Planning Commission, a

Township Board of Trustees member, and a resident that lives within one mile of the parcel. If a member of the public cannot be found to serve within a mile, the radius may be widened until a member of the public is found as close as possible.

5. Final Recommendation to the Township Board.

Based on the above, the Planning Commission has recommended to the Township Board that it approve the Stoneco mining rezoning request (PUD-MR), and preliminary site plan.

6. Approval of Final Mineral Plan.

The Final Mineral Removal Plan is approved and is expressly contingent upon approval of the PUD-MR rezoning and associated preliminary site plan by the Township Board and compliance with all of the approvals and conditions herein.

The vote to adopt this Resolution was as follows:

AYES: _____

NAYS: _____

ABSENT/ABSTAIN: _____

RESOLUTION DECLARED ADOPTED.

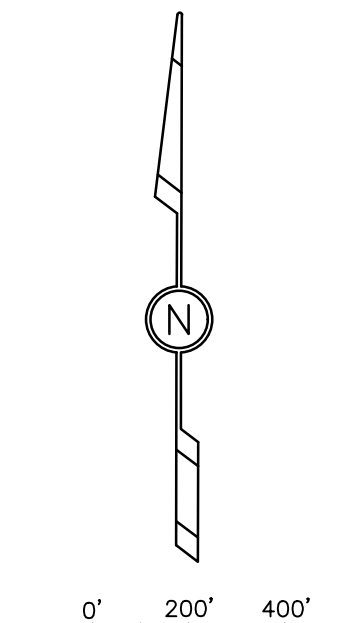
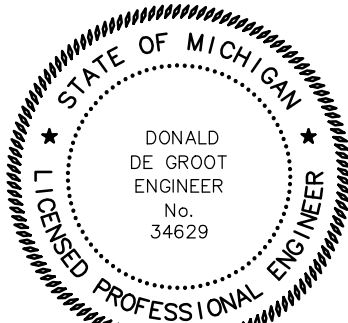
CERTIFICATION

I hereby certify that the above is a true copy of a Resolution adopted by the Gaines Charter Township Board of Trustees at the time, date and place specified above pursuant to the required statutory procedures.

Respectfully submitted,

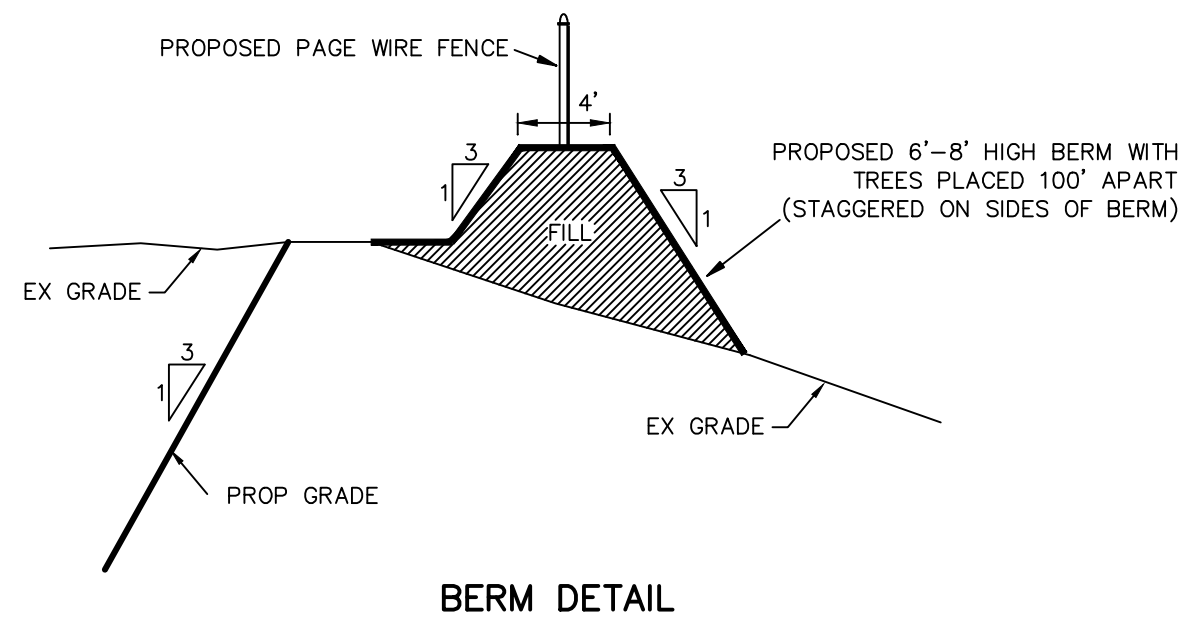
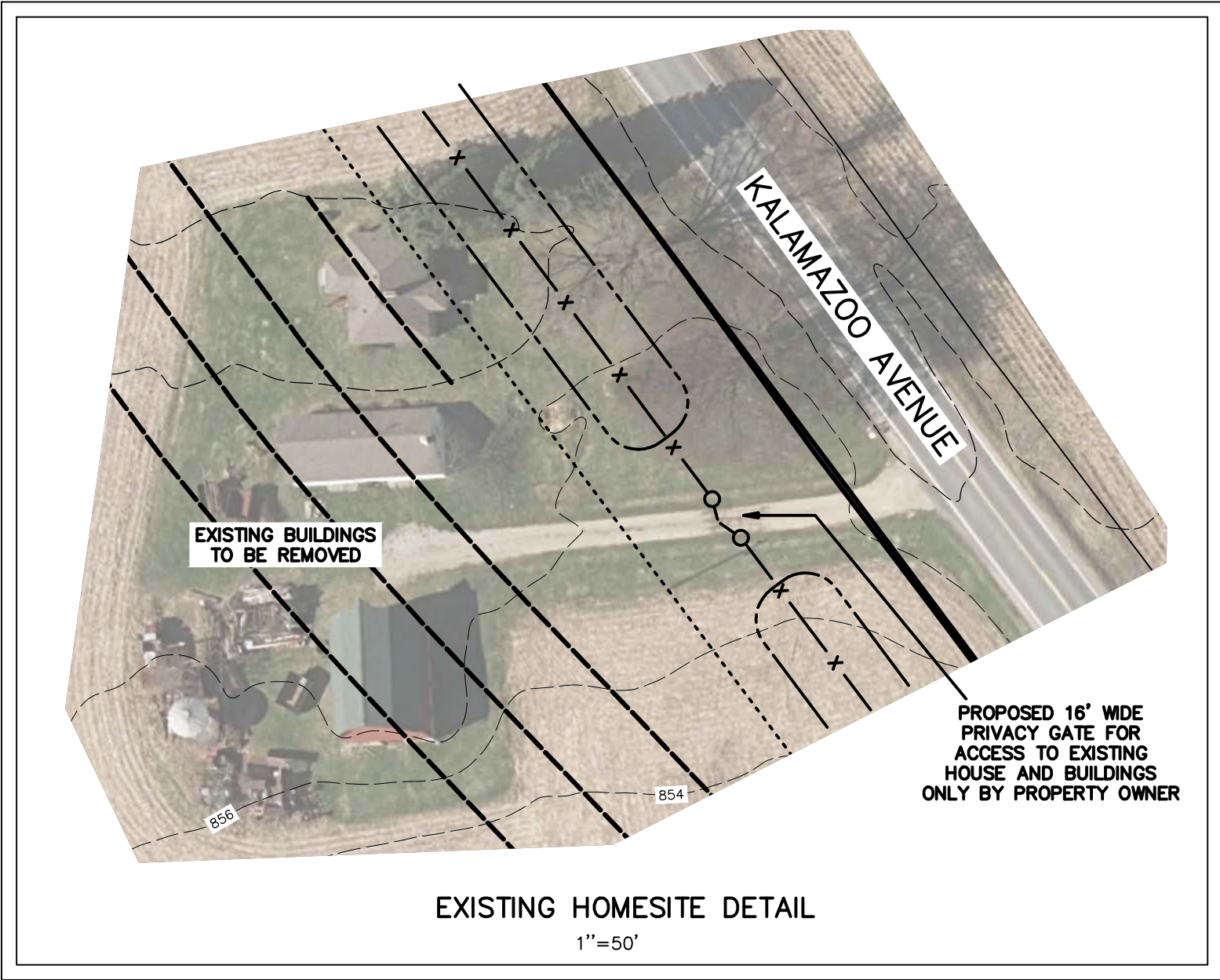
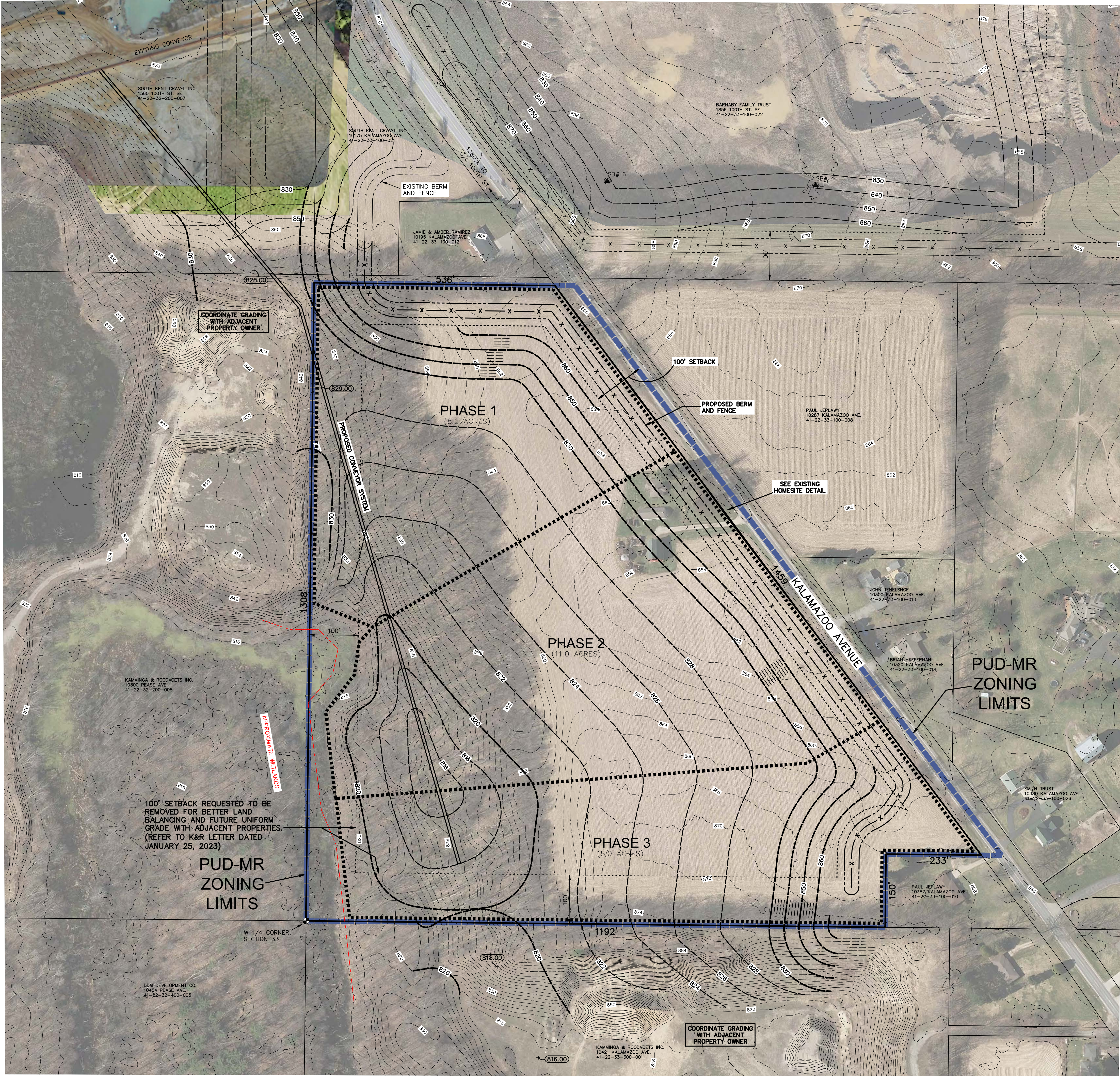
By: _____

Michael Brew
Township Clerk
Gaines Charter Township



- | | | | |
|---|---|---|---|
| <h1 style="margin: 0;">OVERALL PLAN</h1> <h2 style="margin: 0;">10287 KALAMAZOO AVENUE SE</h2> <p style="margin: 0;">FOR: STONECO OF MICHIGAN, INC.
ATTN: TONY HALLORAN
3700 PATTERSON ROAD
MIDDLEVILLE, MI 49333</p> <p style="margin: 0;">IN: PART OF SECTION 33, T3N, R11W, GAINES TOWNSHIP, KENT COUNTY, MICHIGAN</p> | | | |
| <div style="border: 1px solid black; width: 100%; height: 100%;"></div> | <div style="border: 1px solid black; width: 100%; height: 100%;"></div> | <div style="border: 1px solid black; width: 100%; height: 100%;"></div> |  <p style="margin: 0; font-weight: bold; font-size: 1.2em;">exxel engineering, inc.</p> <p style="margin: 0; font-weight: bold; font-size: 0.8em;">planners · engineers · surveyors</p> <p style="margin: 0; font-size: 0.7em;">5252 Clyde Park, S.W. • Grand Rapids, MI 49509
Phone: (616) 531-3660 www.exxelengineering.com</p> |
| <div style="border: 1px solid black; width: 100%; height: 100%;"></div> | <div style="border: 1px solid black; width: 100%; height: 100%;"></div> | <div style="border: 1px solid black; width: 100%; height: 100%;"></div> | <div style="border: 1px solid black; width: 100%; height: 100%;"></div> |

04/13/23	ADDED NOTE FOR SETBACK REMOVAL	JDR	DRAWN BY: JDR APPROVED BY: DDG FILE NO.: 222225E	PROJ. ENG.: DDG PROJ. SURV.: VAD DATE: 01/25/2023	SHEET 1 of 2
DATE	REVISION	BY			



TEST HOLE #1 AT CENTER OF PROPERTY
0'-1' TOPSOIL
1'-3' CLAY OVERBURDEN
3'-18' SAND AND STONE

TEST HOLE #2 AT SOUTH END OF PROPERTY
0'-1' TOPSOIL
1'-5' CLAY OVERBURDEN
5'-20' SAND AND STONE

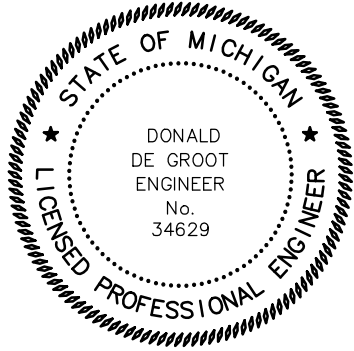
TEST HOLE #3 AT NORTH END OF PROPERTY
0'-1' TOPSOIL
1'-6' CLAY OVERBURDEN
6'-19' SAND AND STONE

TEST HOLES TAKEN ON 01/23/23 BY STONECO

RESTORE FINISH SURFACE OF SITE WITH TOPSOIL AND SEED FOR VEGETATIVE COVER. LAND END USE TO BECOME AGRICULTURAL, CONSISTENT WITH THE ORIGINAL ZONING FOR THIS SITE.

LEGEND

- UTILITY POLE & GUY WIRE
- OVERHEAD WIRES
- EXISTING CONTOUR
- PROPOSED CONTOUR
- APPROXIMATE WETLANDS PER NATIONAL WETLANDS INVENTORY

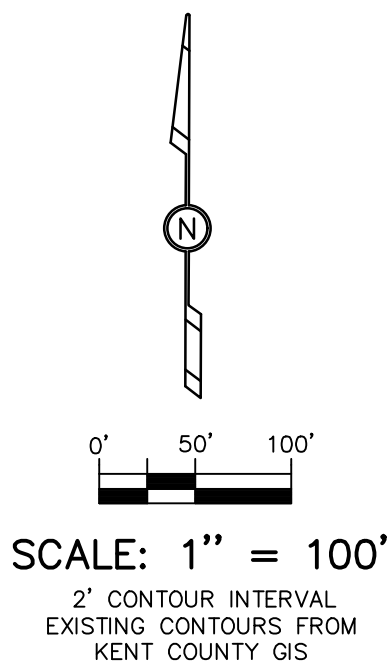


OPERATION, RESTORATION AND END USE PLAN

10287 KALAMAZOO AVENUE SE
FOR: STONECO OF MICHIGAN, INC.
ATTN: TONY HALLORAN
3700 PATTERSON ROAD
MIDDLEVILLE, MI 49333
IN: PART OF SECTION 33, T5N, R11W, GAINES TOWNSHIP, KENT COUNTY, MICHIGAN



04/13/23	ADDED NOTE FOR SETBACK REMOVAL	JDR	DRAWN BY: JDR	PROJ. ENG.: DDG	SHEET
DATE	REVISION	BY	APPROVED BY: DDG	PROJ. SURV.: VAD	2 of 2
			FILE NO.: 222225E	DATE: 01/25/2023	



**GAINES CHARTER TOWNSHIP PLANNING COMMISSION
KENT COUNTY, MICHIGAN
(Resolution No. 23-06-22-PC)**

At a regular meeting of the Planning Commission for Gaines Charter Township held at the Gaines Charter Township offices on June 22nd, 2023, beginning at 7:00 p.m., the following motion to adopt this Resolution was made by Commission Member Haagsma and was seconded by Commission Member Rober:

**A RESOLUTION BY THE GAINES CHARTER TOWNSHIP
PLANNING COMMISSION RECOMMENDING TO THE
GAINES CHARTER TOWNSHIP BOARD THAT THEY
APPROVE THE APPLICATION FOR AN EXPANDED MINE
BY STONECO REQUESTING A PLANNED UNIT
DEVELOPMENT-MINERAL REMOVAL (“PUD”)
REZONING, FINAL MINERAL PLAN, AND SITE PLAN
FOR PROPERTY COMMONLY KNOWN AS 10287
KALAMAZOO AVE. SE (AKA JEPLAWY PARCEL), PART
OF PERMANENT PARCEL NO. 41-22-33-100-008**

1. Factual Background

Stoneco is in the mining business. Stoneco has long had a sand and gravel mining operation located within Gaines Charter Township (the “Township”) over several parcels of land, including 908 100th Street SE, 10330 Eastern Avenue SE, 1070 100th Street SE, 1560 100th Street SE, 10175 Kalamazoo Avenue SE, and 1856 100th Street SE (“Barnaby Parcel”) (in total the “Existing Mine”). The processing center (“Processing Site”) within the original mining area has been operating at 908 100th Street SE since 1994.

The mining of sand and gravel currently occurs at the Existing Mine and crushing, processing, and mixing of aggregates occurs at the Processing Site. Over the years, the Township has received few complaints from neighbors regarding the operation of the Existing Mine. Every year, the Planning Commission has conducted a review of the status of the Existing Mine (and related operations), and Stoneco has addressed all complaints that may have arisen during the prior year by neighbors.

The gravel and sand deposits at 1856 100th Street SE (“Barnaby Parcel”) is ending its useful life and will likely cease producing aggregates in the summer of 2023.

Stoneco now proposes mining at a new site located on the west side of Kalamazoo Avenue to the south of the Existing Mine. The new site is commonly known as 10287 Kalamazoo Avenue SE and is part of permanent parcel number 41-22-33-100-008 (the “New Mine”, or “Jeplawy Parcel”). The New Mine would be approximately 29 acres in size.

Stoneco has proposed rezoning the property comprising the New Mine to the PUD-MR zoning district and has also sought approval of the Final Mineral Plan for the New Mine.

Stoneco has proposed that no aggregate mined at the New Mine will leave the site by vehicle or truck. Instead, the existing conveyor belt serving the existing operation would be extended from 1560 100th Street SE and across the northeast corner of 10300 Pease Avenue SE so that the aggregate mined at the New Mine would automatically be transported to the Existing Mine for crushing, processing, and transport off-site by vehicle or truck.

Stoneco has proposed operating the New Mine for up to seven years, with the option to request up to four (4) two-year extensions. Stoneco has also proposed several safeguards to protect the owners and occupants of adjoining and nearby properties from dust, noise, traffic and other negative impacts associated with most mining operations.

The Planning Commission has received and reviewed several documents regarding the Stoneco proposal, including the following:

1. The application for zoning approval by Stoneco.
2. Overall Plan, Stoneco of Michigan, 100th Street Operation, last revised April 13, 2023, prepared by Exxel Engineering, Inc.
3. Mining Plan, Stoneco of Michigan, 100th Street Operation, last revised April 13, 2023, prepared by Exxel Engineering, Inc.
4. End Use Plan, Stoneco of Michigan, 100th Street Operation, last revised March 1, 2023, as listed on the application.
5. Comprehensive Environmental Impact Statement, prepared by Frank “Chip” Tokar, Natural Resource Management LLC, April 6, 2023.
6. Report by the Township’s Community Development Director to the Planning Commission, Dan Wells dated June 22nd, 2023.
7. Draft Ordinance and Resolution for the PUD-Mineral Plan rezoning.

2. The General Zoning Regulations Involved.

The property comprising the proposed New Mine is currently zoned as “A-B” Agricultural/Agri-Business pursuant to the Gaines Charter Township Zoning Ordinance (the “Zoning Ordinance”). Stoneco has applied for a rezoning to the PUD–MR zoning district and for site plan approval pursuant to Chapter 12 of the Zoning Ordinance. Under the Zoning Ordinance, the Planning Commission makes a recommendation to the Township Board regarding the proposed rezoning and site plan. Thereafter, the Township Board makes the final decision regarding whether to approve the PUD rezoning request and the related preliminary site plans.

This Resolution will constitute the Planning Commission’s formal recommendation to the Township Board regarding the PUD rezoning and preliminary site plan requests by Stoneco and conditional approval of the Final Mineral Plan.

3. The Applicable Standards in the Zoning Ordinance

Chapter 11.1 - Planned Unit Development General Review Standards

A. “Consistency with Master Plan and Zoning Ordinance: The Planned Unit Development must further the goals and objectives of the Township Master Plan and must be consistent with it. It must also be consistent with the intent and purpose of this Zoning Ordinance.”

Meets Standard. The proposed rezone is currently zoned Agricultural/Agri-Business and is not located close to an R-10 or R-14 zoning district. Sand and gravel mining has historically been permitted and carried out to the north and west of the proposed PUD parcel. If the Planning Commission and Township Board determine the PUD meets standards for rezoning, then Master Plan requirements will be met.

B. “Aesthetics: The Planned Unit Development must be aesthetically pleasing and be an integrated development with respect to building facades, building materials, landscape and berming, noise and visual screening mechanisms, and signs. It should contribute to creating a distinctive attractive community with a strong sense of place.”

Not applicable for a PUD - Mineral Removal.

C. “Compatibility with Adjacent Uses: The Planned Unit Development must be compatible with surrounding uses. Efforts must be made to reduce any adverse effects on surrounding uses.”

Meets Standard. The proposed PUD-Mineral Removal is adjacent to five houses. In general, mining is not compatible with residential use, but the land is currently zoned Agricultural/Agri-Business, which allows for uses that might be more intensive than residential.

A six to eight-foot-high berm will be constructed of topsoil around the mine perimeter which will limit noise from mining operations and visual impacts to surrounding homes. This berm will be removed after mining operations are completed as part of the restoration process. The mine must also comply with EGLE – Air Quality Division requirements for dust suppression.

D. Density: The density requirements of the proposed Planned Unit Development shall be based on the underlying land use district in the Master Plan. The Township Board, upon recommendation of the Planning Commission, may vary the density requirements if doing so would result in a development that better achieves the intent of the Master Plan.

Not applicable for a PUD - Mineral Removal.

E. “Traffic: The Planned Unit Development shall be designed to minimize the effect of traffic generated by the proposed development on surrounding uses. Consideration should be given to:”

1. “The amount and type of traffic generated by the proposed project and capacity of existing and proposed streets to safely absorb that additional traffic.”

Meets Standard. Based on experience with previous operations, the volume of traffic caused by the operation will not negatively affect overall traffic patterns.

2. “Whether the streets and pedestrian walkways within each project are designed to facilitate safe pedestrian and vehicular traffic flow patterns.”

Not applicable for a PUD - Mineral Removal.

3. “All points of ingress and egress to the project shall be located and designed to maximize safety.”

Meets Standard. Ingress and egress to the site is via an existing driveway that will be converted to a 16-foot-wide gate to control access. Kent County Road Commission will regulate the ingress and egress controls for the site.

F. “Protection of Natural Environment: Each project shall be designed to minimize adverse effects on the environment. Special emphasis shall be placed on maintaining the quality of air, soils, groundwater, streams, wetlands, and rivers.”

Meets Standard. Mining is inherently a destructive practice as it removes minerals necessitating topsoil mass grading, tree removal and mass excavation. The practice of stockpiling topsoil in berms for later redistribution when mining is complete has been successfully done in other areas of the mine (portions of 1070 100th and 1264 100th).

The applicant prepared an Environmental Impact Assessment (EIA) that found that administrative and structural controls could minimize negative effects on the environment. There is a strip of wetlands in the southwest corner of the parcel, but the mining area excludes that area. The mine will not extend into the groundwater-bearing soils to affect nearby wells.

G. “Schools: Whether a project can be served by existing schools and school related facilities and the impact upon schools if the property is developed in accordance with the Planned Unit Development plans or in accordance with the conventional zoning district requirements shall both be considered. In addition, streets and pedestrian walkways shall be designed and located in any project to facilitate the ability of students to make the best and safest use of existing schools and school related facilities.”

Not applicable for a PUD - Mineral Removal.

H. “Public Facilities: The Planning Commission shall consider the impact a project will have on:”

1. “Public safety and protection services.”

Not applicable for a PUD - Mineral Removal.

2. “Water and sewer facilities”

No utility extensions will be undertaken.

3. “The costs for such services.”

No utility extensions will be undertaken.

“Each project shall be designed and located so as to facilitate use of, access to, or the logical expansion or extension of existing facilities in order to minimize any adverse financial or other impact upon the Township and to promote public health and safety.”

All costs related to the project will be paid for by the applicant.

I. “Water, Sewer, and Drainage Systems: A Planned Unit Development shall be served by a public or private water and sanitary sewer systems. The Kent County Health Department and/or the Township Engineer must approve the systems. A PUD shall also have a drainage system for surface water run-off which the Kent County Drain Commission and / or the Township Engineer must approve.”

Meets Standard. The Township Engineer shall review stormwater management plans for the site. A National Pollutant Discharge Elimination System (NPDES) permit will be required as part of the mining permit issued by EGLE.

J. “Open Space: The Planning Commission and Township Board should consider whether the PUD permanently preserves significant amounts of open space or significant natural features. The Township Board may require, upon recommendation of the Planning Commission, that natural amenities such as, but not limited to, ravines, rock outcrops, wooded areas, tree or shrub specimens, unique wildlife habitat, ponds, streams, and wetlands be preserved as part of the open space system.”

Meets Standard, condition recommended. The EIA didn’t identify any significant or unique environmental aspects of the parcel, but field observation vegetation and wildlife surveys were not undertaken since the EIA was completed outside of the growing and summer breeding season.

K. “Non-Motorized Trail Network: Projects within an identified trail network corridor may be required to construct a portion of the trail.”

Not applicable for a PUD - Mineral Removal.

L. “Other Development Regulations: Except as expressly authorized by the approval of the PUD Plan, all other regulations and requirements of this Zoning Ordinance shall apply. These regulations include but are not limited to parking, signs, landscaping and outdoor lighting.”

Not applicable for a PUD - Mineral Removal.

Section 12.3 - PUD Mineral Removal Eligibility Criteria

The Planning Commission and Township Board shall review the preliminary plan and proposed PUD-MR rezoning based on the following standards:

A. "Access. Whether the Mineral Removal operation and proposed End-Use will have adequate and safe access from and onto the public streets of the Township, with particular reference to Vehicle and Pedestrian safety and convenience, traffic flow, frequency and control, dust management, traffic volume, and emergency access in case of fire or other catastrophe."

Meets Standard. Access to the site is via Kalamazoo Avenue which is a two-lane paved road with gravel shoulders and adequate for the mining vehicles that will be used on the site.

Traffic frequency in the area will be similar to what it has been as operations wind down at the 1856 100th Street mine (Barnaby parcel). In general mine vehicles in that area have operated safely and no change to that is anticipated.

B. "Storm Water Retention and Drainage. Whether the site will have adequate and safe storm water retention capability, and whether the site will change drainage patterns or the amount of drainage going off the site during mining and for the End-Use."

Meets Standard. In general mining operations do not harden the ground surface and increase runoff from the site, and no runoff or discharge will leave the site. The mine will be a "dry" mine, and mining operations will not reach the water table. The site and water management plan will be reviewed, and approval will need to be obtained, by the Township Engineer.

C. "Environmental Harm. Whether the proposed mineral removal from the site will threaten any endangered or threatened species of plants or animals, or otherwise create an adverse or detrimental effect upon the environment. The Township can employ a consultant or consultants to assess the environmental effects. The applicant shall be responsible for the cost of the consultant(s)."

Meets Standard. An Environmental Impact Assessment (EIA) was prepared by the applicant. Due to the agricultural nature of the property and fragmentary nature of the surrounding area it was stated that no threatened or endangered species critical habitat is likely to be present within the mine area, nor are any threatened or endangered species anticipated to be present for most of the year. After the EIA was prepared clearcutting occurred on the property leaving very few mature trees, or any other vegetation for potential habitat.

D. "Potential Harm Relative to the Value of the Mineral Material. The value to the applicant and the public of the mineral material proposed to be removed from the site shall be balanced against any adverse effect of the proposed mineral removal from the site on adjacent property, the Township or the community, whether the adverse effect is on the natural or built environment."

Meets Standard. Due to the isolated location, the proposed mine will have limited impact on most of the surrounding residential areas, but there are five houses directly adjacent to or across the street from the property boundary. The applicant proposed to build a berm around the

perimeter of the property that will help suppress noise effects on neighboring properties. The EIA estimates that noise generated by mining activity will be 70 decibels or less at the property boundary. Limitations on operating hours will ensure that noise will not be generated at night.

Stoneco has a fugitive dust plan that is reviewed by Michigan EGLE-Air Quality Division and amended as necessary when they expand operations. Dust will be controlled on site with watering trucks and with spray arms at dust discharge points on equipment.

E. “Compatibility of Proposed End-Use. Whether the proposed End-Use will be compatible with:

1. “The general purposes and requirements of this Ordinance, the Township’s Master Plan, and other ordinances, statutes and plans that regulate land development or uses in the Township.”

Meets Standard. The proposed rezone is currently zoned Agricultural/Agri-Business and is not located close to an R-10 or R-14 zoning district. Sand and gravel mining has historically been permitted and carried out to the north and west of the proposed PUD parcel. If the Planning Commission and Township Board determine the PUD meets standards for rezoning, then Master Plan requirements will be met.

2. “Adjoining properties.”

Meets Standard. The proposed PUD-Mineral Removal is adjacent to five houses. In general, mining is not compatible with residential use, but the land is currently zoned Agricultural/Agri-Business, which allows for uses that might be more intensive than residential.

3. “In the case of multiple uses on one site, whether the proposed uses will be compatible with one another.”

Meets Standard. The proposed PUD-Mineral Removal is the only use proposed for the parcel.

F. “Density and Intensity of End-Use. Whether the density and intensity of the proposed End-Use is in conformance with the Township’s Master Plan.”

Meets Standard. The Operation, Restoration and End Use Plan (Sheet 2) states that the site will be restored for agricultural use by Stoneco, which is in conformance with current use. The recent update to the Master Plan designates the area for Village Residential, and the owner of the parcel may decide to develop the site in this manner after mining operations are completed.

G. “Access to Utilities. Whether the proposed End-Use will have adequate access to all public and private utilities necessary or desirable for its development.”

Meets Standard. No water or sewer utilities will be necessary for the mine. Electrical service will be extended for conveyance of materials as needed.

H. “The general standards for a PUD contained in Chapter 11.1 “Planned Unit Development General Review Standards” and for a site plan in Chapter 25 must also be met for a PUD-MR.”

See Section 11.1 review above, and Chapter 25 review below.

Section 12.9 - Final Mineral Removal Plan

A. Map Drawing.

Meets Standard. Two maps titled “Overall Plan” (Sheet 1) and “Operation, Restoration and End Use Plan” (Sheet 2) have been submitted that meet all the requirements of this section.

B. Operational Plan.

Meets Standard. The “Overall Plan” contains details about operations on the site. The timing of the mining operation is expected to begin within one year of approval and end within seven years.

The hours of operation will be 7 a.m. – 7 p.m. Monday through Friday, and 7 a.m. – 3 p.m. on Saturdays. No operations will occur on Christmas, Thanksgiving, New Years Day, Memorial Day, Labor Day, and Fourth of July.

The equipment to be used is all portable, and consists of loaders, stacking conveyors, jaw crusher, and a generator. Materials will be transported to the main processing and shipping point via a conveyor system.

Dust suppression will be via tanker trucks that use aerial sprayers as necessary to suppress dust, as well as sprayer bars on equipment at points where materials management processes generate dust.

C. Site Restoration Plan

Meets Standard. The Plan notes topsoil will be stored on site in berms surrounding the property and stabilized with seeding and soil erosion controls during mining. The berms will be built and maintained at a 1:3 slope and have a 6-foot fence on top to prevent unauthorized access. As development progresses to the next phase, the previous phase will be restored.

D. Other Circumstances

Meets Standard. No lighting is proposed at the site. Workers will use sanitary facilities at the South Kent Gravel site.

E. Additional information

No other information is required.

Section 12.10 – Review Standards and Operational Requirements

A. Beginning and Completion Date

Meets Standard. Operations are expected to begin within one year of approval and end within 7 years.

B. Hours of Operation.

Meets Standard. The hours of operation will be 7 a.m. – 7 p.m. Monday through Friday, and 7 a.m. – 3 p.m. on Saturdays. No operations will occur on Christmas, Thanksgiving, New Years Day, Memorial Day, Labor Day and Fourth of July.

C. Setbacks for Mineral Removal Activity.

Modification Requested. The site plan does not indicate any 100-foot setbacks to the western and southern property lines but does indicate them along Kalamazoo Avenue and around the Jeplawy home at the southeast corner. The applicant requests that the western and northern setbacks be reduced to the property lines due to previous mining activities on the adjacent parcels. Reducing the setbacks will allow land contouring to meet adjacent grades and not leave a “ridge” of land that will look unnatural after restoration. Additionally, the use of the conveyor system that will greatly reduce the amount of truck traffic depends on having a grade that matches the adjacent property, if a ridge remains, it will make the conveyor inoperable to this parcel. Approval of this resolution includes approval to modify the requested setbacks.

D. Equipment Limits

Meets Standard. No equipment that emits noise louder than 85 decibels at 50 feet away while operating will be used on the site.

E. Engine Brakes

Meets Standard. No engine brakes will be used.

F. Excavated Material and Grading

Meets Standard. No steep banks that create a hazardous situation may be left overnight. Banks will be graded to a minimum 2:1 ratio at the end of the day.

G. Drives

Meets Standard. Only one driveway will access the site from Kalamazoo Avenue, and it will be permitted by Kent County Road Commission.

H. Processing of Minerals; Storage of Materials from Other Sites

Meets Standard. No materials will be processed on this parcel, except those that need to be broken down to fit the conveyor system. All materials will be conveyed processed at the main facility approximately ½ mile to the west.

I. Ponds or Lakes

Meets Standard. No ponds or lakes are anticipated to form during excavation activities.

J. Amount of Area Being Excavated at One Time

Meets Standard. Three phases are anticipated at 8.2 acres (northern), 11.0 acres (middle), and 8.0 acres (southern) respectively.

Section 12.11 - Performance Guarantee

Meets Standard. Applicant shall provide a performance guarantee of \$5,000 per acre of disturbed area, due within 30 days of start of work.

Section 25 Site Plan Review

A. Application

Meets Standard. A completed application has been received and fees paid.

B. Site Plan

Meets Standard. A properly scaled and stamped site plan has been received for review. It includes all the relevant elements for the proposed mine.

C. Landscape Plan

Not applicable for a PUD - Mineral Removal.

D. Photometric Plan

Not applicable. No lighting will be installed.

E. Building Elevations

Not applicable. No buildings will be constructed.

4. Conditions of Approval.

The Planning Commission recommends the following conditions of approval:

1. Stoneco shall always fully comply with the requirements of the Zoning Ordinance, the Township Board's rezoning approval, the Planning Commission's approval, and the materials submitted.
2. Stoneco shall meet all requirements of the Township Engineer and secure all outside agency approvals prior to the commencement of operations. Any necessary plan changes shall be approved administratively or by the Planning Commission and/or Township Board as required by the zoning ordinance.
3. Berms shall be constructed with a maximum slope as indicated on the Stoneco site plan, last revised on 04/13/2023, prepared by Exxel Engineering, Inc. Slopes facing public roads shall be planted and maintained with a hardy grass turf or native wildflower seed mix. The contours and soil surface shall be prepared and maintained to facilitate easy mowing and to prevent scalping. To control turf growth, slopes shall be periodically mowed, and those facing Kalamazoo Avenue shall be mowed at a minimum of one (1) time each month during the period of May 1 through September 30. The berms shall be installed before mining commences.
4. Processing (including crushing, mixing, and sorting) and customer loading shall not occur on the subject site. All processing shall occur at the Processing Site, and materials shall be transferred by way of conveyor systems. However, pre-crushing procedures by use of the JAW Crusher may occur on the new site to break down rocks to sizes able to fit on the conveyor system.
5. All mining and related operations (including full reclamation) shall be completed on the property within seven (7) years of the date of the Township Board's approval.
6. The hours and days of operation shall be limited to only the following:
 - a) Monday - Friday - 7:00 a.m. to 7:00 p.m.
 - b) Saturday - 7:00 a.m. to 3:00 p.m.
 - c) Sunday - No operation whatsoever.
 - d) No operations whatsoever on Christmas Eve, Christmas Day, Thanksgiving, July 4th, Memorial Day, Labor Day and New Year's Day.
7. No noise for equipment utilized on-site shall exceed 85 dba as measured at 50 feet from the equipment, unless located at least 1,320 feet or more from any building or dwelling.
8. Stoneco shall control dust from leaving the property. Such efforts shall include, but shall not be limited to, control by water trucks and by spray bars as needed to be located at discharge points on production equipment. Stoneco shall also comply with the requirements of the Michigan Clean Air Act, as amended, and the rules and regulations adopted thereunder. A paved access drive shall be installed and maintained within the interior of the property as shown on the approved plan. The paved area shall commence at Kalamazoo Avenue and shall be no less than 100 feet long and no less than 24 feet wide.

Stoneco shall undertake reasonable measures to prevent the accumulation of dirt and gravel on public roadways, including but not limited to, using pickup sweepers on-site and off for off-site streets as required. Excluding the first phase, stripping of overburden shall be limited to November to April unless unforeseen circumstances arise. If overburden stripping is necessary outside of this time frame, the operator shall seek approval from the Township beforehand and have a water wagon on-site to control dust. If directed by the Township, a temporary pause of operations shall occur if extreme winds result in the ineffectiveness of all other dust control measures.

9. A phased approach to mining will be used to always ensure that the number of acres considered actively mined, active in a support role and un-reclaimed does not exceed 20 acres in total. To that end, within a phase where mining has been completed, no more than that area which is necessary to support active mining in a then-active phase of operations shall be un-reclaimed. Areas considered to be in support of mining include haul roads, staging areas, material handling and stockpiling, and areas used for stockpiling of material used for ongoing and future reclamation.

10. After each phase completion, areas that are no longer needed to support active mining operations shall be reclaimed.

11. Any overburden not used in reclamation shall be graded, stabilized with seed, and mulched according to the approved Mining Plan and Reclamation Plan.

12. Final reclamation of slopes will be constructed as shown on the approved Stoneco site plan, last revised on 04/13/2023.

13. Topsoil stripped from the surface will be stockpiled on-site and used for later reclamation of each completed phase. The amount retained shall be not less than that required to reclaim each acre of un-reclaimed area.

14. The goal of reclamation is to provide a property that could be utilized for agriculture or developed with residential dwellings as contemplated on the Master Plan Future Land Use Plan.

15. Fuel storage is not permitted at the site.

16. Any fill shall consist of inert materials such as clay type material and other materials mined but not usable, excluding tree stumps, broken concrete, and broken asphalt.

17. Groundwater monitoring shall be provided by Stoneco if the water table is breached.

18. Topsoil shall be promptly stabilized with plantings or structures to prevent erosion and blowing, as well as other vegetation to be planted to maximize erosion protection.

19. No stockpiled materials shall exceed the height of the top of the nearest berm except during Phase 1.
20. Only materials mined on the property shall be kept, stored, or utilized on the site. No sand, rocks, gravel, or other minerals from off the property shall be brought onto the property, either for storage, processing or mixing, other than clean fill for final reclamation. Furthermore, trucks, vehicles, and equipment shall not be stored or utilized on site unless they are actively used for current operations on the property.
21. No scale, scale house, building or other similar items shall be kept, installed or maintained on the property.
22. All mining shall occur only as shown on the approved plan. Buffers will be maintained as shown on the Operation, Restoration and End Use Plan.
23. Final surface water drainage courses and areas of surface water retention shall be laid out and constructed at such locations and in such manner as to enhance the end-use, and to ensure that the original drainage patterns on and off the site are not changed.
24. Within forty-five (45) days of the date of Township Board approval and prior to any excavating on the property, Stoneco shall provide the Township with a performance bond for the amount recommended by the Township Engineer (\$5,000 per acre of disturbed area) in the form and with language acceptable to the Township. The bond shall be utilized to ensure compliance with the Stoneco approval terms, including but not limited to operational and site reclamation/restoration requirements. Stoneco shall provide to the Township an additional performance bond for the amount of claims paid (or a substitute bond) so that the total amount of the performance bond(s) shall never fall below the specified amount. The performance bond amount shall be adjusted upward annually to reflect the increases in the Consumer Price Index ("CPI") during the preceding year. A performance bond as described above shall be in full force and effect at all times, and if such bond is not in effect at any time, all mineral extraction operations on the site shall cease immediately until a new bond has been delivered to the Township which complies with these requirements. If the operation is transferred, sold or in any fashion taken over by any person or entity other than Stoneco, the Planning Commission shall have the right to reexamine the amount of the bond and adjust the amount upward based on the financial condition and past track record (if any) of the new operator.
25. Except as otherwise expressly provided in this approval or the Zoning Ordinance, Stoneco and its assigns must meet all other applicable Township ordinances as well as all federal and state laws, and Stoneco shall obtain all necessary approvals from state, county and local governmental agencies which are required for the proposed operation or use.
26. If any condition or requirement imposed herein is ever finally determined by a court of competent jurisdiction to be illegal or contrary to law as a result of a successful challenge by Stoneco or its successors, the Township reserves the right to review the entire project under the PUD-MR provisions of the Zoning Ordinance, and further, to withdraw its

approval of the PUD-MR if it finds that absent the effect of the invalidated condition or requirement, the PUD-MR no longer meets the standards for PUD-MR approval contained in the Zoning Ordinance.

27. All conditions and requirements contained herein shall be binding upon Stoneco and the owner(s) of the property, as well as their successors, tenants and assigns. The conditions may be modified or amended only pursuant to a formal amendment by the Township of the PUD-MR approval and ordinance amendment.

28. At the option of either party, this Resolution and any of the PUD-MR approval documents may be recorded with the Kent County Register of Deeds. This Resolution, the conditions contained herein, and the PUD-MR approval shall run with the land and shall bind the lands involved.

29. Failure to comply with any provision of Chapter 12 of the Zoning Ordinance, the approved plans, this Resolution or any of the PUD-MR approval documents shall be deemed to be a violation of the Gaines Charter Township Zoning Ordinance. Violation of the Gaines Charter Township Zoning Ordinance could prompt legal action against Stoneco or the property owner, including, but not limited to, prosecution, a civil lawsuit and/or revocation of any approvals or permits hereunder.

30. The property involved in this approval is part of parcel 41-22-33-100-008 and is hereby legally described as follows:

Part of the NW 1/4 of Section 33, T5N, R11W, Gaines Township, Kent County, Michigan, described as: That part of the South 1/2 of said NW 1/4 lying Westerly of the centerline of Kalamazoo Avenue

EXCEPT: the North 16.5 feet thereof

ALSO EXCEPT: Beginning at the intersection of the centerline of Kalamazoo Avenue and East-West 1/4 line, thence West along the East-West 1/4 line 347.90 feet, thence North perpendicular to the East-West 1/4 line 150 feet, thence East parallel with the East-West 1/4 line 232.93 feet to said centerline, thence Southeasterly 189 feet along said centerline to the Place of Beginning.

31. Once all mining and reclamation have been completed, no development or end use of the property shall occur or be commenced until and unless approved by the Township pursuant to the applicable requirements of the Township zoning regulations and other applicable ordinances then in effect.

32. The property and all operations on-site shall fully comply with all applicable local, county, state, and federal laws and regulations, including, but not limited to, environmental laws.

33. There will be an annual review by the Planning Commission. The Planning Commission is authorized to impose additional conditions if necessary pursuant to the annual review. All property owners within 2,500 feet will receive prior written notice of

the annual review. The annual review will be preceded by a review by the Sand and Gravel Subcommittee which will be made up of the Planning Director, Township Engineer, a member of the Planning Commission, a Township Board of Trustees member, and a resident that lives within one mile of the parcel. If a member of the public cannot be found to serve within a mile, the radius may be widened until a member of the public is found as close as possible.

5. Final Recommendation to the Township Board.

Based on the above, the Planning Commission recommends to the Township Board that it approve the Stoneco mining rezoning request (PUD-MR) and preliminary site plan.

6. Approval of Final Mineral Plan.

The Final Mineral Removal Plan is approved and is expressly contingent upon approval of the PUD-MR rezoning and associated preliminary site plan by the Township Board and compliance with all of the approvals and conditions herein.

The vote to adopt this Resolution was as follows:

AYES: Thomas, Billips, Waayenberg, Rober, Giarmo, Haagsma, Wiersema

NAYS: None

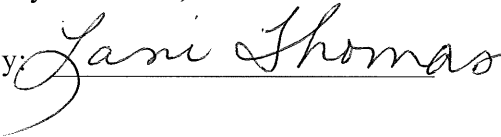
ABSENT/ABSTAIN: None

RESOLUTION DECLARED ADOPTED.

CERTIFICATION

I hereby certify that the above is a true copy of a Resolution adopted by the Gaines Charter Township Planning Commission at the time, date and place specified above pursuant to the required statutory procedures.

Respectfully submitted,

By: 

Lani Thomas,
Secretary for the Gaines Charter Township
Planning Commission



12.c.

MEMO

Staff Communication

DATE: July 10th, 2023

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director

RE: 1200 60th Street SE & 1326 60th Street SE Conditional Rezone

Residential-10 & Office-Service to Conditional Residential-3 (Townhouses)

SUMMARY OF TOPIC:

Kentwood Community Church requests the conditional rezoning of portions of their property from Residential (RL-10) and Office-Service (O-S) to Residential-3, with the condition that development be restricted to townhomes or detached single-family homes.

The areas subject to the proposed rezone include the western portion of the parcel north and south of the 61st Street easement, including the baseball diamond area up to 60th Street. The northern portion of the church's property from the church's driveway entrance to Ridgebrook Avenue is also proposed to be rezoned.

These portions of the property will be subject of a land division request contingent on the rezoning being approved. If the rezoning is approved, Kentwood Community Church is planning to divide the parcel so that the rezoned portions are separate from the church. The rezoned parcels would then be subject to a townhouse development, contingent upon site plan review and approval by the Planning Commission (consideration of this is on the July 27th Planning Commission agenda). A draft site plan is included to provide a concept for what the development may look like, but it is not final as it has not been through Planning Commission review. The applicant requests rezoning first so they know if the concept is possible or not.

The current Gaines Township Future Land Use Plan was recently updated to categorize the parcels for Village Residential. The Master Plan lists "Single Family Residential (RL-14 and RL-10), and Townhouses (R-3, single family only)" as possible housing types within a Village Residential area.

The applicant has offered voluntary conditions as part of the rezoning request. Section 405 (1) of the Zoning Enabling Act states that “[a]n owner of land may voluntarily offer in writing, and the local unit of government may approve, certain use and development of the land as a condition to a rezoning of the land or an amendment to a zoning map.”

The applicant offers the following conditions:

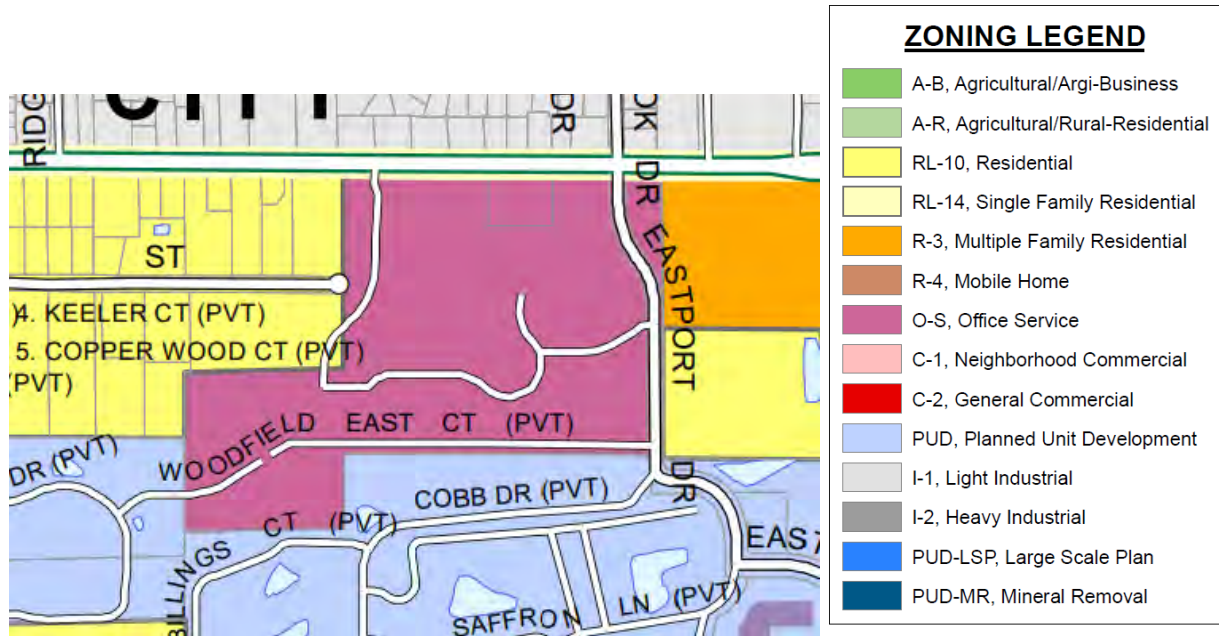
Allowed Uses. The only uses that may occur on or from the Property as rezoned are as follows:

- (i) Single family dwelling units, including, without limitation, dwellings in townhouse-style buildings (i.e. townhouses as shown on the approved site plan are allowed even if they are considered multi-family housing).
- (ii) Home occupations.
- (iii) Private community centers, recreational facilities, parks, trails and similar uses.
- (iv) Uses customarily incidental, subordinate and accessory to the above uses.

Under these conditions apartment buildings with shared entrances are prohibited.

Surrounding zoning:

	NORTH: City of Kentwood (single family)	
WEST: RL-10; Woodfield East Apartments PUD	SUBJECT PARCEL	EAST: Office-Service; RL-10
	SOUTH: The Crossings PUD	



STANDARDS OF REVIEW

The request has been reviewed using the applicable review standards of Section 27.4, Review Standards for Amendments, which states:

In reviewing an application for the rezoning of land, whether the application is made without or with an offer of conditions (as in a conditional rezoning request), factors that should be considered by the Planning Commission and the Township Board include, but are not limited to, the following:

A. Whether the proposed rezoning is consistent with the policies and uses proposed for that area in the Township's Master Land Use Plan;

Meets standard. The 2023 Future Land Use Plan (below) has these parcels keyed for both Village Residential and Suburban Residential. A conditional rezoning for a townhome development is consistent with Village Residential under the master plan.

From the Master Plan regarding Village Residential:

The Village Residential is intended for residential uses just as the Suburban Residential area, but at moderately higher densities and incorporating two-family and multi-unit connected townhomes along with single family houses so that a neighborhood with mixed housing options is created.

Regarding the northwest portion of the property designated as Suburban Residential on the 2023 Future Land Use Plan, the 2023 Master Plan states:

The Future Land Use Plan is general in scope. It is not, in most cases, intended to establish precise boundaries of land use or exact locations of future uses in the same way as the township's Zoning Map. Change is constant and usually unpredictable, and there may be circumstances that warrant changes to the zoning boundaries that are not consistent with the Master Plan. However, the intent and spirit of the Future Land Use Plan and categories should be followed.

The northwest corner of the property, which is currently zoned Residential (RL-10), was combined with the church's parcel in 2019 and the property has remained split-zoned since that approval. Staff believes that if the parcel located at 1200 60th Street is rezoned from RL-10 and O-S to R-3 as proposed, the intent and spirit of the Future Land Use Plan will be followed. As explained under Standard D, the area is generally planned for high to medium-density residential growth, and both the Planning Commission and Township Board have agreed that medium and high-density residential developments are most suitable north of 68th Street.

Although the proposed development is purely townhomes, it would diversify the housing stock of the Township overall, as this type of housing is currently underrepresented.

The preference is for them to have front porches, and rear or side garages to create an environment for neighbor interaction, and setbacks may be shallow. A development may utilize pure two-family or townhouse home types if the density and scale of the development is appropriate for the surrounding residential context of the area, and parking is to the rear so that a Traditional Neighborhood Design neighborhood is created. Infill projects may also be a single home type if the proposed homes diversify housing in the surrounding neighborhood, if the lot size is limited, or if a single home type is determined to be acceptable in terms of density, scale and context.

Staff recommends that diversity of housing, density, scale, and context be considered. Note that site layout and design will be considered by the Planning Commission as part of site plan review.

Townhouses are defined as homes attached to the neighboring house via a shared wall, and each dwelling unit should be served with an individual entrance. Generally, townhouses will be two-story, or may have daylight or walkout basements. The conditional rezone request is to build this type of house, within the general description outlined in the Master Plan.

The preference is for them to have front porches, and rear or side garages to create an environment for neighbor interaction, and setbacks may be shallow.

B. Whether all of the uses and structures allowed under the proposed rezoning would be compatible with other zones and uses in the surrounding area;

Meets standard. Kentwood Community Church is located in a relatively dense residential area of the township, with Woodfield Apartments East located to the southwest and the Crossings Apartments located immediately to the south of the area proposed to be conditionally rezoned. Additionally, the parcel where Heritage Baptist Church is located east of Ridgebrook Drive is currently zoned R-3. Given the surrounding zoning and uses, staff finds that this standard is met.

C. Whether any public services and facilities would be significantly adversely impacted by a development or use allowed under the requested rezoning;

Meets standard, condition recommended. If the conditional rezoning request is approved by the Planning Commission and Township Board, the church is planning to divide the parcel and sell portions of it for townhouse development. The development of townhouses in this area would be connected to public services and utilities, but those impacts are not anticipated to be adverse.

The developer will need to pay for all connection fees to the water and sewer system and the usage would be paid for via fees for service. Additionally, any development would be subject to review by the Township Engineer in consultation with the Water & Sewer Administrator and the Byron Gaines Utility Authority, as well as the Fire Department and other applicable outside agencies to ensure that public services and facilities are not significantly adversely impacted through the site plan review process.

The applicant has not yet obtained the portion of 61st Street right-of-way that is located within the rezone area, but they have begun discussion of that with Kent County Road Commission. A condition is recommended that this segment be obtained within a year.

D. Whether the proposed zoning would be reasonable;

Meets standard. The proposed rezoning is reasonable as the area is generally planned for high to medium-density residential growth. Both the Planning Commission and Township Board have concurred that high-density residential developments are most suitable north of 68th Street.

There is a significant need for housing in the region, and potential development under the proposed rezoning would help to fill housing needs for both the township and the west Michigan region.

E. Whether circumstances in the area have changed;

Meets standard. Circumstances in the area have not changed over the last 20 years. The high-density residential developments in the vicinity (Woodfield Apartments and The Crossings) have been in existence for many years, and no other major changes have occurred. As stated above, this area of the township is the most suitable for medium-density residential development.

F. Whether the uses allowed under the proposed rezoning would be equally or better suited to the area than uses allowed under the current zoning of the land.

Meets standard. A townhome development of the church property would be equally or better suited for the area than uses allowed in the Office-Service (O-S) zoning district. Demand for new office space is limited due to shifts in the economy and an increasing trend of working at home. Public water and sewer utilities are available, and development patterns in the surrounding neighborhoods match that of what could potentially be built out under the proposed project.

FINANCIAL IMPACT:

The rezoning would allow for residential development of the site, which will increase property taxes. Costs associated with the review process are borne by the applicant through administrative and escrow review fees. Necessary utility improvement and connection costs will be borne by the developer.

BUDGET ACTION REQUIRED:

N/A.

RECOMMENDATION:

Based on the voluntary use limitation, Master Plan guidance, and applicable review standards of Section 27.4, Review Standards for Amendments, the Planning Commission and Staff recommend approval of the ordinance and Conditional Rezoning Agreement to conditionally rezone the subject property from RL-10 and O-S to R-3.

ATTACHMENTS:

- Draft Ordinance
- Draft Conditional Rezoning Agreement

**GAINES CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN
(ORDINANCE NO. ____)**

At a _____ meeting of the Township Board for Gaines Charter Township held at the Township offices on _____, 2023, beginning at ____ p.m., the following Ordinance was offered for adoption by Township Board Member _____, and was seconded by Township Board Member _____:

**AN ORDINANCE TO AMEND THE GAINES CHARTER TOWNSHIP ZONING
ORDINANCE AS PROVIDED FOR IN CHAPTER 27 THEREOF BY AMENDING
SECTION 1.6 AND THE TOWNSHIP ZONING MAP AND TO ACCEPT A
VOLUNTARY OFFER AS A CONDITION TO REZONING**

THE CHARTER TOWNSHIP OF GAINES (the “Township”) ORDAINS:

Section 1. Amendment. The Gaines Charter Township Zoning Ordinance is hereby amended by the amendment of Section 1.6 thereof, the Zoning Map, to conditionally rezone portions of the following property from Office-Service (O-S) and Residential-10 (RL-10) to Residential-3 (R-3), the land being commonly described as parcel 41-22-05-201-004 located at 1200 60th Street SE, and rezone the entirety of 41-22-05-201-005 located at 1326 60th Street SE. See Exhibit 1 for legal descriptions.

Section 2. Voluntary Conditions. Pursuant to Section 405 of the Michigan Zoning Enabling Act, Act 110 of 2006, as amended, this rezoning is conditioned upon the voluntary offer submitted by the Applicant on March 23, 2023. The condition is a limitation on the allowable use of the site, which will restrict future use of the rezoned areas to the following permitted and special land uses: (i) Single family dwelling units, including, without limitation, dwellings in townhouse-style buildings (i.e. townhouses as shown on the approved site plan are allowed even if they are considered multi-family housing); Home occupations; Private community centers, recreational facilities, parks, trails and similar uses; Uses customarily incidental, subordinate and accessory to the above uses.

Section 3. Reversion. If the conditional zoning becomes void, invalid, or of no effect, then by automatic reverter, the Property shall revert back to its former zoning classification, which shall be confirmed by resolution or ordinance of the Gaines Charter Township Board.

Section 4. Recording. The conditions and a proposed memorandum for recording shall be approved by the Township Attorney and recorded by the Applicant with the Kent County Register of Deeds prior to establishing any use on the site.

Township Board Ordinance No. 23-_____
_____, 2023

Section 5. Effective Date. This Ordinance shall become effective seven (7) days after a summary is published in a newspaper of general circulation within the Township.

The vote in favor of this Ordinance was as follows:

YEAS: _____

NAYS: _____
ABSENT/ABSTAIN: _____

ORDINANCE DECLARED ADOPTED

CERTIFICATION

I hereby certify that the above is a true copy of an Ordinance adopted by the Township Board for Gaines Charter Township at the time, date, and place specified above pursuant to the required statutory procedures.

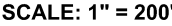
Respectfully submitted,

By _____

Michael Brew

Gaines Charter Township Clerk

EXHIBIT 1



FIELD CREW / DATE: M+B OFFICE	CHECKED BY: SJG	Prepared By:  Moore+Bruggink Consulting Engineers 2020 Monroe Ave. Grand Rapids, MI 49505 (616) 363-9801 mailbox@mbce.com
DRAWN BY: GHV	CONTACT INFO: sgreen@mbce.com	
DATE: MARCH 21, 2023	PROJECT NO.: 220171.1	

p:\220171.01 Kentwood Community Church\CAD\DWG\220171 Parcel 1 & 2 DESCRIPTION MAP.dwg - Map - 3/21/2023 2:55:00 PM Greg Van Der Heide

P:\220171.01 Kentwood Community Church\CAD\DWG\220171_Parcel 1 & 2 DESCRIPTION MAP.dwg - Description - 3/21/2023 2:55:00 PM_Greg Van Der Heide

PROPERTY DESCRIPTION
Parcels 1 & 2

That part of the Northeast fractional one-quarter and the Northwest fractional one-quarter of Section 5, Town 5 North, Range 11 West, Gaines Township, Kent County, Michigan, described as: BEGINNING on the North-South one-quarter line of said Section 5 at a point being South 00°45'18" West 50.00 feet from the North one-quarter corner of said section; thence South 88°35'28" East 97.13 feet along the South right-of-way line of 60th Street parallel with and 50.00 feet South of the North line of said section; thence South 09°09'39" East 78.90 feet; thence Southerly 79.04 feet on a 292.00 foot radius curve to the right, the chord of which bears South 01°24'23" East 78.80 feet; thence Southerly 161.62 feet on a 1098.00 foot radius curve to the left, the chord of which bears South 02°07'53" West 161.47 feet; thence Southerly 134.47 feet on a 462.00 foot radius curve to the right, the chord of which bears South 06°15'10" West 133.99 feet; thence Southwesterly 160.41 feet on a 254.00 foot radius curve to the right, the chord of which bears South 32°40'59" West 157.76 feet; thence Southwesterly 177.25 feet on a 212.00 foot radius curve to the left, the chord of which bears South 26°49'25" West 172.13 feet; thence South 02°52'18" West 64.43 feet; thence North 87°07'41" West 130.86 feet; thence Southerly 98.67 feet on a 697.00 foot radius curve to the right, the chord of which bears South 13°11'52" West 98.58 feet; thence South 88°03'52" East 161.53 feet; thence South 00°45'18" West 237.34 feet parallel with and 55.00 feet West of the North-South one-quarter line of said section; thence South 88°35'28" East 55.00 feet; thence South 00°45'18" West 320.27 feet along the North-South one-quarter line of said section; thence South 89°39'15" West 660.00 feet along the North line of the South 891.00 feet of the Northwest one-quarter of said section; thence North 00°45'18" East 660.00 feet parallel with and 660.00 feet West of the North-South one-quarter line of said section; thence North 89°39'15" East 25.82 feet parallel with the East-West one-quarter line of said section; thence North 00°45'18" East 364.38 feet parallel with said North-South one-quarter line; thence South 88°37'07" East 425.84 feet parallel with the North line of said section along the centerline of proposed vacated 61st Street; thence North 00°26'45" East 453.04 feet; thence South 88°37'07" East 189.65 feet along the South right-of-way line of 60th Street, parallel with and 50.00 feet South of the North line of said section; thence South 88°35'28" East 21.06 feet along said South right-of-way line to the place of beginning.

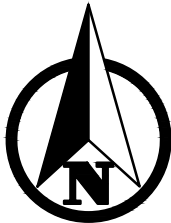
Contains 17.6911 acres

FIELD CREW / DATE: M+B OFFICE	CHECKED BY: SJG	Prepared By:  Moore+Bruggink Consulting Engineers 2020 Monroe Ave. Grand Rapids, MI 49505 (616) 363-9801 mailbox@mbce.com
DRAWN BY: GHV	CONTACT INFO: sgreen@mbce.com	
DATE: MARCH 21, 2023	PROJECT NO.: 220171.1	

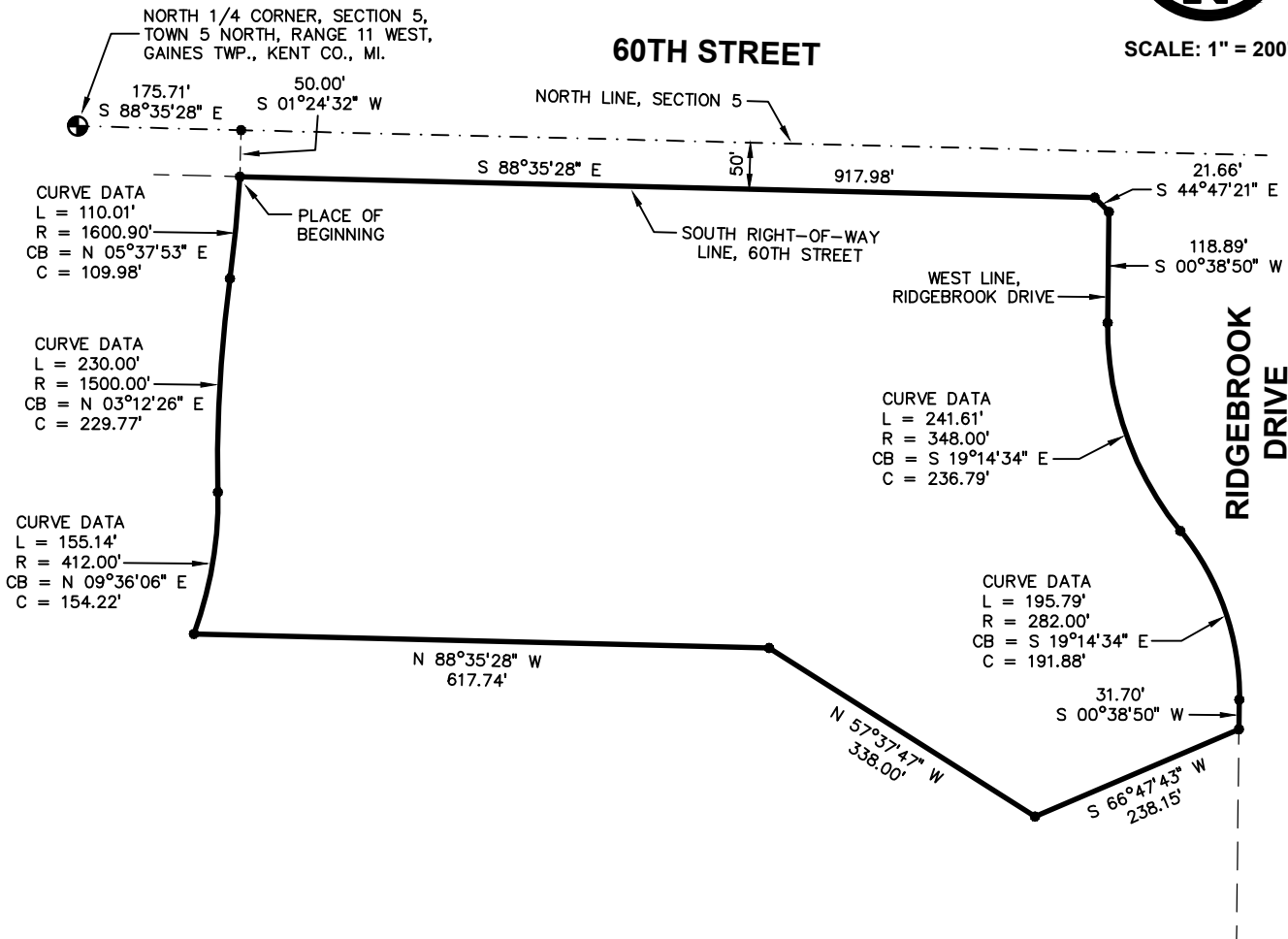
PROPERTY DESCRIPTION
Parcels 3-7

That part of the Northeast fractional one-quarter of Section 5, Town 5 North, Range 11 West, Gaines Township, Kent County, Michigan, described as: COMMENCING at the North one-quarter corner of said Section 5; thence South 88°35'28" East 175.71 feet along the North line of said section; thence South 01°24'32" West 50.00 feet to the South right-of-line of 60th Street to the PLACE OF BEGINNING; thence South 88°35'28" East 917.98 feet along said South right-of-way line parallel with and 50.00 feet South of the North line of said section; thence South 44°47'21" East 21.66 feet; thence South 00°38'50" West 118.89 feet along the West line of Ridgebrook Drive and its Northerly extension thereof; thence Southerly 241.61 feet along said West line on a 348.00 foot radius curve to the left, the chord of which bears South 19°14'34" East 236.79 feet; thence Southerly 195.79 feet along said West line on a 282.00 foot radius curve to the right, the chord of which bears South 19°14'34" East 191.88 feet; thence South 00°38'50" West 31.70 feet along said West line; thence South 66°47'43" West 238.15 feet; thence North 57°37'47" West 338.00 feet; thence North 88°35'28" West 617.74 feet parallel with the North line of said section; thence Northerly 155.14 feet on a 412.00 foot radius curve to the left the chord of which bears North 09°36'06" East 154.22 feet; thence Northerly 230.00 feet on a 1500.00 foot radius curve to the right the chord of which bears North 03°12'26" East 229.77 feet; thence Northerly 110.01 feet on a 1600.90 foot radius curve to the left the chord of which bears North 05°37'53" East 109.98 feet to the place of beginning.

12.4347 acres



SCALE: 1" = 200'



FIELD CREW / DATE:	M+B OFFICE
DRAWN BY:	GHV
DATE:	MARCH 21, 2023

CHECKED BY:	SJG
CONTACT INFO:	sgreen@mbce.com
PROJECT NO.:	220171.1

Prepared By:



Moore+Bruggink
Consulting Engineers

2020 Monroe Ave.
Grand Rapids, MI 49505
(616) 363-9801 mailbox@mbce.com

DRAFT

(April 27, 2023)

CONDITIONAL REZONING CONTRACT

FOR VALUABLE CONSIDERATION, the receipt and sufficiency of which are hereby acknowledged by and agreed upon by the parties hereto, this Conditional Rezoning Contract (“Contract”) is entered into as of _____, 2023, by and between the CHARTER TOWNSHIP OF GAINES, a Michigan charter law township, with its offices located at 8555 Kalamazoo Ave., SE, Caledonia, Michigan 49316 (the “Municipality”) and KENTWOOD COMMUNITY WESLEYAN CHURCH, a Michigan ecclesiastical corporation, with an address of 1200 60th Street, SE, Kentwood, Michigan 49508 (the “Owner”).

RECITALS

A. The Owner owns land within Gaines Charter Township which is approximately 48.8 acres in size, is commonly known as 1200 & 1326 60th Street, Kentwood, Michigan 49508 and consists of part of Permanent Parcel No. 41-22-05-201-004 and all of Permanent Parcel No. 41-22-05-201-005 as legally described and depicted on the attached Exhibit A (the “Overall Property”).

The Owner represents and warrants that as of the effective date of this Contract, it is the sole and only owner of the Overall Property and that there are no mortgages, liens, or similar encumbrances on or binding the Overall Property.

B. The Overall Property is currently zoned as Office Service (O-S) pursuant to the Gaines Charter Township Zoning Ordinance, as amended (the “Zoning Ordinance”) and zoning map.

C. The Owner has applied for a conditional rezoning of approximately 30.12 acres of the Overall Property from the current Office Service (O-S) zoning district designation to the Multiple Family Residential – (R-3) zoning district designation under the Zoning Ordinance and the Gaines Charter Township Zoning Map (the “Zoning Map”).

D. The Owner only wishes to use and develop a portion of the Overall Property (i.e. the portion which is approximately 30.58 acres in area and is legally described on Exhibit B as attached hereto, and is referred to herein as “the Property”) for single family dwelling purposes and uses, and related uses, consistent with the designation of the Property as Village Residential

under 2023 amendments to the Township's Master Plan and Future Land Use Map, and wants to preclude its use for any of the other uses either permitted or allowed in the Multiple Family Residential – (R-3) zoning district or pursuant to the Zoning Ordinance.

E. The Owner has therefore voluntarily offered to have the Municipality approve the conditions stated in this Contract as conditions and requirements for the rezoning of the Property to the Multiple Family Residential – (R-3) zoning district designation (and regulating the development and use of the Property after the rezoning pursuant to this Contract).

F. The Gaines Charter Township Planning Commission has determined that the proposed rezoning and conditions are in the best interest of the public health, safety, and general welfare.

G. The Gaines Charter Township Board agrees that this Contract provides assurances regarding the uses and development of the Property that are essential in its consideration and approval of the requested rezoning.

TERMS AND CONDITIONS

The parties agree as follows:

1. Conditions Imposed. All of the provisions of this Contract, as well as the following permanent conditions and requirements specified in this Section 1 and elsewhere in this Contract, shall apply to the rezoning, use, and development of the Property (and the Property itself) pursuant to this Contract and to the rezoning of the Property from the Office Service (O-S) zoning district designation to the Multiple Family Residential – (R-3) zoning district designation:

- (a) Allowed Uses. The only uses that may occur on or from the Property as rezoned are as follows:
 - (i) Single family dwelling units, including, without limitation, dwellings in townhouse-style buildings (i.e. townhouses as shown on the approved site plan are allowed even if they are considered multi-family housing).
 - (ii) Home occupations.
 - (iii) Private community centers, recreational facilities, parks, trails and similar uses.
 - (iv) Uses customarily incidental, subordinate and accessory to the above uses.
- (b) Uses not Allowed (i.e. prohibited uses) – The following uses are prohibited on or from the Property:
 - (i) Bed and Breakfast.

- (ii) Residential Child and Adult Child Facilities.
 - (iii) Private Cemetery or Burial Grounds.
 - (iv) Public Libraries, Museums and Community Centers.
 - (v) Any use or activity allowed within the R-3 zoning district not expressly listed in Subsection 1(a), above.
 - (vi) Any combination of some or all of the above items and uses.
- (c) No other uses shall occur on or from the Property except those specified in subsection (a) above, regardless of any changes in the Zoning Ordinance hereafter.
 - (d) Any use made of or occurring on the Property (including buildings, structures and improvements) shall nevertheless still be subject to all other applicable requirements of the Zoning Ordinance and this Contract, including, but not limited to, setbacks, special land use approvals, substantive regulations regarding the use, and site plan requirements. Except to the extent expressly modified or changed by this Contract, the Zoning Ordinance shall still fully apply to the Property.
 - (e) To date, no special land use approval or any other zoning approval has been granted for the Property pursuant to the conditional rezoning specified in this Contract.

2. Site Plan Approval. The Property shall be used, developed and maintained in full compliance with the site plan attached hereto as Exhibit C as approved by the Municipality. The approved site plan shall not be changed except with the written consent of both the Owner and the Municipality and consistent with the Zoning Ordinance. Any change to the approved site plan must be approved by the Planning Commission.

3. Interpretation of Uses. If there is a discrepancy or disagreement between the Owner (as well as any lessee, tenant, creditor, successor, licensee or other possessor or user of the Property or any portion thereof) and the Municipality as to whether a particular use is an allowed use or otherwise pursuant to this Contract, the Zoning Administrator shall make the final determination. Such determination shall be subject to an appeal to the Municipality's Zoning Board of Appeals pursuant to the Zoning Ordinance.

4. Compliance. The Owner (as well as any lessee, tenant, successor, creditor, licensee, or other possessor of the Property or any portion thereof) shall fully comply with all of the conditions and requirements contained herein and also with all applicable laws, rules, regulations, permit and license requirements, orders and directives of any governmental agency, entity or official of competent jurisdiction including, without limitation, all requirements currently imposed or which may in the future be imposed.

5. Enforcement. The parties expressly agree that in the event of a violation of this Contract, the approved site plan or the Zoning Ordinance by the Owner (or its successors, assigns, or transferees), the Municipality shall be entitled to receive specific performance or injunctive relief, as well as any other remedies available to the Municipality in Michigan at law or in equity. Nothing herein shall be deemed to be a waiver of the Municipality's rights to seek enforcement of this Contract, the approved site plan and the zoning approvals granted to the extent otherwise authorized by law. Venue shall be in Kent County, Michigan. Furthermore, should the Municipality prevail in whole or in part in litigation regarding the enforcement or interpretation of this Contract, the approved site plan or the Zoning Ordinance, the Owner (or its successors, assigns or transferees) shall reimburse the Municipality for the Municipality's reasonable attorney fees and costs (pre-lawsuit, during the trial court proceedings and through any appeals).

6. Revert to Former Zoning. If the conditional zoning becomes void, invalid, or of no effect, then by automatic reverter, the Property shall revert back to its former zoning classification, which shall be confirmed by resolution or ordinance of the Gaines Charter Township Board.

7. Miscellaneous.

- (a) Interpretation. This is the entire agreement between the parties regarding its subject matter. This Contract may not be modified or amended except in a writing executed by all parties following action by the Gaines Charter Township Board. The captions are for reference only and shall not affect the interpretation of this Contract. However, the recitals are deemed to be an integral part of this Contract. Each of the parties had the advice of legal counsel before entering into this Contract and it is to be interpreted as if it were mutually drafted.
- (b) Binding Effect; Runs with the Land. The parties hereto represent and warrant that they have sufficient and legal authority to sign this Contract and to make it valid and fully binding. This Contract shall be permanent and shall be binding upon the parties and also their subrogees, successors, transferees, creditors, and assigns. This Contract and its terms shall be deemed to be permanent restrictive covenants/deed restrictions that touch and run with the land.
- (c) Recording. This Contract shall be recorded with the Kent County Register of Deeds.
- (d) Notices. All notices shall be complete when provided to the other party at the first address given above or such other address as the party shall request by written notice to the other party. Delivery shall be deemed complete when actually received.
- (e) Disputes; Litigation. Should any dispute arise pursuant to this Contract, the parties agree that, to the extent not otherwise prohibited by law, the

jurisdiction and venue for any such dispute shall be solely within the state courts located in Kent County, Michigan. The parties further agree that in any such dispute or litigation, should the Municipality prevail, in full or in part, in addition to any other relief to which the Municipality may be entitled, the Municipality shall also be awarded its actual costs (including, without limitation, filing fees, discovery costs, expert witness fees, and other costs incurred to bring, maintain, or defend any such action or dispute from its first accrual or notice thereof through all appellate and collection proceedings) as well as the Municipality's actual reasonable attorney fees.

- (f) Additional Documents. The parties agree to execute such other documents as may be reasonably required to fully implement this Contract.
- (g) Amendment. This Contract can only be amended in a writing, signed by all parties hereto, and must be recorded with the Kent County Register of Deeds records in order to become effective.
- (h) Effect as Deed Restrictions. All of the conditions and requirements contained in this Contract shall be deemed to be binding and permanent deed restrictions regarding the Property.

8. Voluntary Consent. The Owner acknowledges and agrees that it voluntarily offered and consented to all of the requirements, conditions and provisions contained in this Contract and the conditional rezoning. The Owner also acknowledges and agrees that all of the conditions and provisions contained in this Contract are fully valid, enforceable, and reasonable. The parties agree and further acknowledge that the conditions and requirements contained in this Contract are authorized by all applicable laws.

9. Effective Date. This Contract shall become effective upon the effective date that the Property is rezoned to the Multiple Family Residential – (R-3) zoning district designation (i.e., upon the expiration of 7 days after the notice of rezoning appears in the newspaper).

10. Escrow Amounts. The Owner shall pay to the Municipality all zoning escrow amounts due in a timely fashion, as and to the extent required by applicable ordinances of the Municipality.

11. Deed Restriction Status. This Contract (once effective) shall be deemed to be a permanent deed restriction/restrictive covenant that touches and concerns the lands involved, shall run with the lands and shall both bind and benefit the parties hereto, as well as their successors, assigns, creditors, transferees and heirs.

12. Supersedes Prior Contracts. This Contract supersedes and replaces any and all prior agreements and contracts between the parties regarding the subject matter of this Contract.

13. Severability. If any term, provision or clause of this Contract is determined to be unconstitutional or unenforceable by a court of competent jurisdiction, that shall not affect any

other provision or clause of this Contract and the remainder of this Contract shall remain in full force and effect.

14. Binding Effect; Authority. The parties hereto agree, represent and warrant that they have full authority to sign this Contract and to make it fully binding and enforceable.

15. Time is of the Essence. Time will be of the essence regarding this Contract.

16. Applicable Law. This Contract shall be governed by the laws of the State of Michigan.

17. Counterparts; Effective Date. This Contract may be executed in two counterparts, each of which when executed shall constitute an original, but all counterparts together shall constitute but one and the same instrument.

18. Waivers. A waiver of any right or remedy under this Contract or as provided by law is only effective if given in a writing signed by all parties and shall not be deemed to be a waiver of any other breach or default. A failure or delay by a party in exercising any right or remedy under this Contract or by law shall not constitute a waiver of that or any other right or remedy thereafter.

19. Entire Contract; Jointly Drafted. This Contract constitutes the entire agreement and understandings between the parties relating to the subject matter of this Contract. This Contract supersedes all prior negotiations, courses of dealing, other agreements and all representations and promises, whether written or oral, relating to the subject matter of this Contract. This Contract shall be deemed jointly drafted by all parties.

20. No Third-Party Beneficiaries. Except as otherwise expressly provided for herein, there are no third-party beneficiaries to this Contract.

21. Acknowledgment. The parties agree and acknowledge that the conditions and this Contract are authorized by all applicable laws and that this Contract is valid and was entered into only on a voluntary basis, representing a permissible exercise of authority by the parties.

[Signature Pages Follow]

MUNICIPALITY:

GAINES CHARTER TOWNSHIP

By _____
Robert DeWard, Supervisor

And by _____
Michael Brew, Township Clerk

STATE OF MICHIGAN)
) ss.
COUNTY OF KENT)

The foregoing instrument was acknowledged before me this _____ day of _____, 2023, by Robert DeWard, Township Supervisor, and also by Michael Brew, Township Clerk, of the Charter Township of Gaines, both on behalf of that Township, who are personally known to me or who have produced their Michigan driver's license as identification.

*
Notary Public, _____ County, Michigan
Acting in _____ County, Michigan
My commission expires: _____

* * *

OWNER:

KENTWOOD COMMUNITY WESLEYAN
CHURCH, a Michigan ecclesiastical corporation

By: _____

Name: _____

Its: _____

STATE OF MICHIGAN)
) ss.
COUNTY OF KENT)

The foregoing was acknowledged before me this _____ day of _____, 2023,
by _____, the _____ of KENTWOOD COMMUNITY WESLEYAN
CHURCH, a Michigan ecclesiastical corporation, who is personally known to me or who has
produced his/her Michigan driver's license (or other document) as identification.

*

Notary Public, _____ County, Michigan

Acting in _____ County, Michigan

My commission expires: _____

Drafted by and when recorded return to:

David T. Caldon
VARNUM, LLP
333 Bridge Street, N.W.
Grand Rapids, Michigan 49504-5360
(616) 336-6232

[No transfer taxes are applicable because no interest in property is conveyed by this document.]

20957910.2

EXHIBIT A

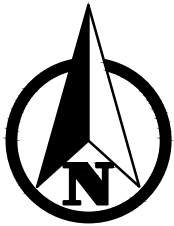
LEGAL DESCRIPTION AND DEPICTION OF THE OVERALL PROPERTY

412205201004 PART OF N 1/2 OF SEC COM AT N 1/4 COR TH S 0D 45M 18S W 50.0 FT TO S LINE OF 60TH ST TH S 88D 35M 28S E ALONG SD S LINE 545.0 FT TO W LINE OF E 325 FT OF W 870 FT NEFRL 1/4 TH N 0D 45M 18S E ALONG SD W LINE 50.0 FT TH S 88D 35M 28S E ALONG N SEC LINE 55.0 FT TO E LINE OF W 600 FT OF NEFRL 1/4 TH S 0D 45M 18S W ALONG SD E LINE TO S LINE OF N 255 FT OF NEFRL 1/4 TH S 88D 35M 28S E ALONG SD S LINE 270.0 FT TO E LINE OF W 870 FT OF NEFRL 1/4 TH N 0D 45M 18S E ALONG SD E LINE 205.0 FT TO S LINE OF 60TH ST TH S 88D 35M 28S E ALONG SD S LINE TO WLY LINE OF RIDGEBROOK DR TH S 44D 47M 21S E 21.33 FT TH S 0D 38M 50S W ALONG SD WLY LINE 118.89 FT TH SLY ALONG SD WLY LINE 241.61 FT ON A 348 FT RAD CURVE TO LT /LONG CHORD BEARS S 19D 14M 34S E 236.79 FT/ TH SLY ALONG SD W LINE 195.79 FT ON A 282 FT RAD CURVE TO RT /LONG CHORD BEARS S 19D 14M 34S E 191.88 FT/ TH S 0D 38M 50S W 602.98 FT TO S LINE OF N 1188 FT OF NEFRL 1/4 TH N 88D 35M 28S W ALONG SD S LINE 1256.55 FT TO N&S 1/4 LINE TH S 0D 45M 18S W ALONG N&S 1/4 LINE 320.27 FT TO N LINE OF S 891 FT OF NWFRL 1/4 TH S 89D 39M 15S W ALONG SD N LINE TO W LINE OF E 660 FT OF NWFRL 1/4 TH N 0D 45M 18S E ALONG SD W LINE TO N LINE OF S 1551 FT OF NWFRL 1/4 TH N 89D 39M 15SE ALONG SD N LINE 25.82 FT TO W LINE OF E 634.1 FT OF NWFRL 1/4 TH N 0D 45M 18S E ALONG SD W LINE 331.39 FT TO S LINE OF 61ST ST TH S 88D 37M 07S E ALONG SD S LINE 634.10 FT TO N&S 1/4 LINE TH N 0D 45M 18S E ALONG N&S 1/4 LINE 66.0 FT TO N LINE OF 61ST ST TH N 88D 37M 07S W ALONG SD N LINE 208.43 FT TH N 0D 26M 45S E 470.04 FT TO N SEC LINE TH S 88D 37M 07S E ALONG N SEC LINE 190.46 FT TO S 1/4 COR OF SEC 32 T6N R11W TH S 88D 35M 28S E ALONG N SEC LINE 20.51 FT TO BEG * SEC 5 T5N R11W 47.39 A. SPLIT/COMBINED ON 02/04/2019 FROM 41-22-05-201-003, 41-22-05-201-001, 41-22-05-102-025, 41-22-05-101-023;

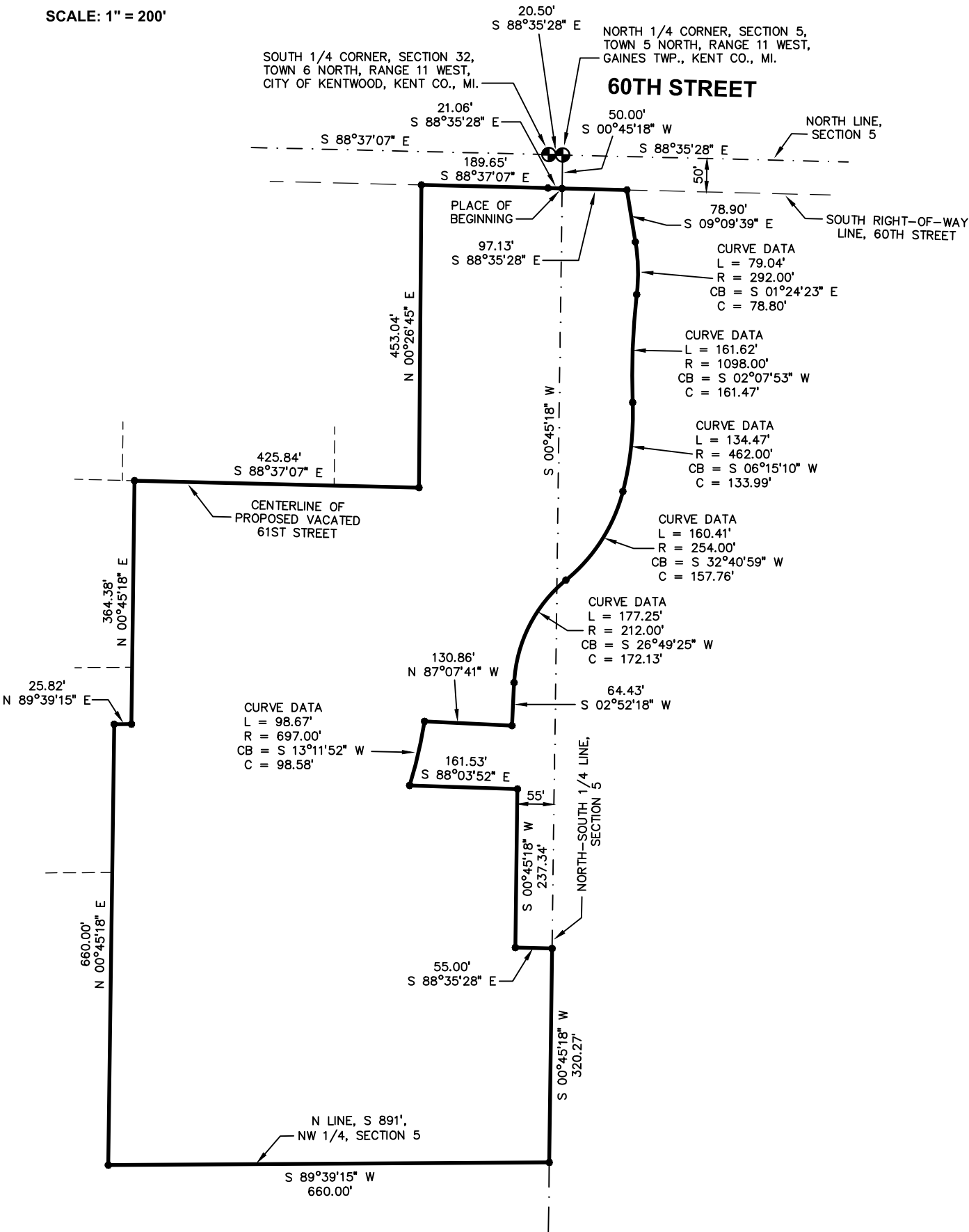
412205201005 N 255 FT OF E 270 FT OF W 870 FT OF NE 1/4 * SEC 5 T5N R11W 1.58 A. SPLIT/COMBINED ON 02/04/2019 FROM 41-22-05-201-003, 41-22-05-201-001, 41-22-05-102-025, 41-22-05-101-023;

EXHIBIT B

LEGAL DESCRIPTION OF THE PROPERTY



SCALE: 1" = 200'



PAGE 1 OF 2

FIELD CREW / DATE: M+B OFFICE	CHECKED BY: SJG	Prepared By:  Moore+Bruggink Consulting Engineers 2020 Monroe Ave. Grand Rapids, MI 49505 (616) 363-9801 mailbox@mbce.com
DRAWN BY: GHV	CONTACT INFO: sgreen@mbce.com	
DATE: MARCH 21, 2023	PROJECT NO.: 220171.1	

P:\220171.01 Kentwood Community Church\CAD\DWG\220171_Parcels 1 & 2 DESCRIPTION MAP.dwg - Map - 3/21/2023 2:55:00 PM - Greg Van Der Heide

P:\220171.01 Kentwood Community Church\CAD\DWG\220171_Parcel 1 & 2 DESCRIPTION MAP.dwg - Description - 3/21/2023 2:55:00 PM_Greg Van Der Heide

PROPERTY DESCRIPTION
Parcels 1 & 2

That part of the Northeast fractional one-quarter and the Northwest fractional one-quarter of Section 5, Town 5 North, Range 11 West, Gaines Township, Kent County, Michigan, described as: BEGINNING on the North-South one-quarter line of said Section 5 at a point being South 00°45'18" West 50.00 feet from the North one-quarter corner of said section; thence South 88°35'28" East 97.13 feet along the South right-of-way line of 60th Street parallel with and 50.00 feet South of the North line of said section; thence South 09°09'39" East 78.90 feet; thence Southerly 79.04 feet on a 292.00 foot radius curve to the right, the chord of which bears South 01°24'23" East 78.80 feet; thence Southerly 161.62 feet on a 1098.00 foot radius curve to the left, the chord of which bears South 02°07'53" West 161.47 feet; thence Southerly 134.47 feet on a 462.00 foot radius curve to the right, the chord of which bears South 06°15'10" West 133.99 feet; thence Southwesterly 160.41 feet on a 254.00 foot radius curve to the right, the chord of which bears South 32°40'59" West 157.76 feet; thence Southwesterly 177.25 feet on a 212.00 foot radius curve to the left, the chord of which bears South 26°49'25" West 172.13 feet; thence South 02°52'18" West 64.43 feet; thence North 87°07'41" West 130.86 feet; thence Southerly 98.67 feet on a 697.00 foot radius curve to the right, the chord of which bears South 13°11'52" West 98.58 feet; thence South 88°03'52" East 161.53 feet; thence South 00°45'18" West 237.34 feet parallel with and 55.00 feet West of the North-South one-quarter line of said section; thence South 88°35'28" East 55.00 feet; thence South 00°45'18" West 320.27 feet along the North-South one-quarter line of said section; thence South 89°39'15" West 660.00 feet along the North line of the South 891.00 feet of the Northwest one-quarter of said section; thence North 00°45'18" East 660.00 feet parallel with and 660.00 feet West of the North-South one-quarter line of said section; thence North 89°39'15" East 25.82 feet parallel with the East-West one-quarter line of said section; thence North 00°45'18" East 364.38 feet parallel with said North-South one-quarter line; thence South 88°37'07" East 425.84 feet parallel with the North line of said section along the centerline of proposed vacated 61st Street; thence North 00°26'45" East 453.04 feet; thence South 88°37'07" East 189.65 feet along the South right-of-way line of 60th Street, parallel with and 50.00 feet South of the North line of said section; thence South 88°35'28" East 21.06 feet along said South right-of-way line to the place of beginning.

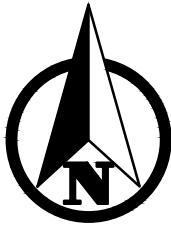
Contains 17.6911 acres

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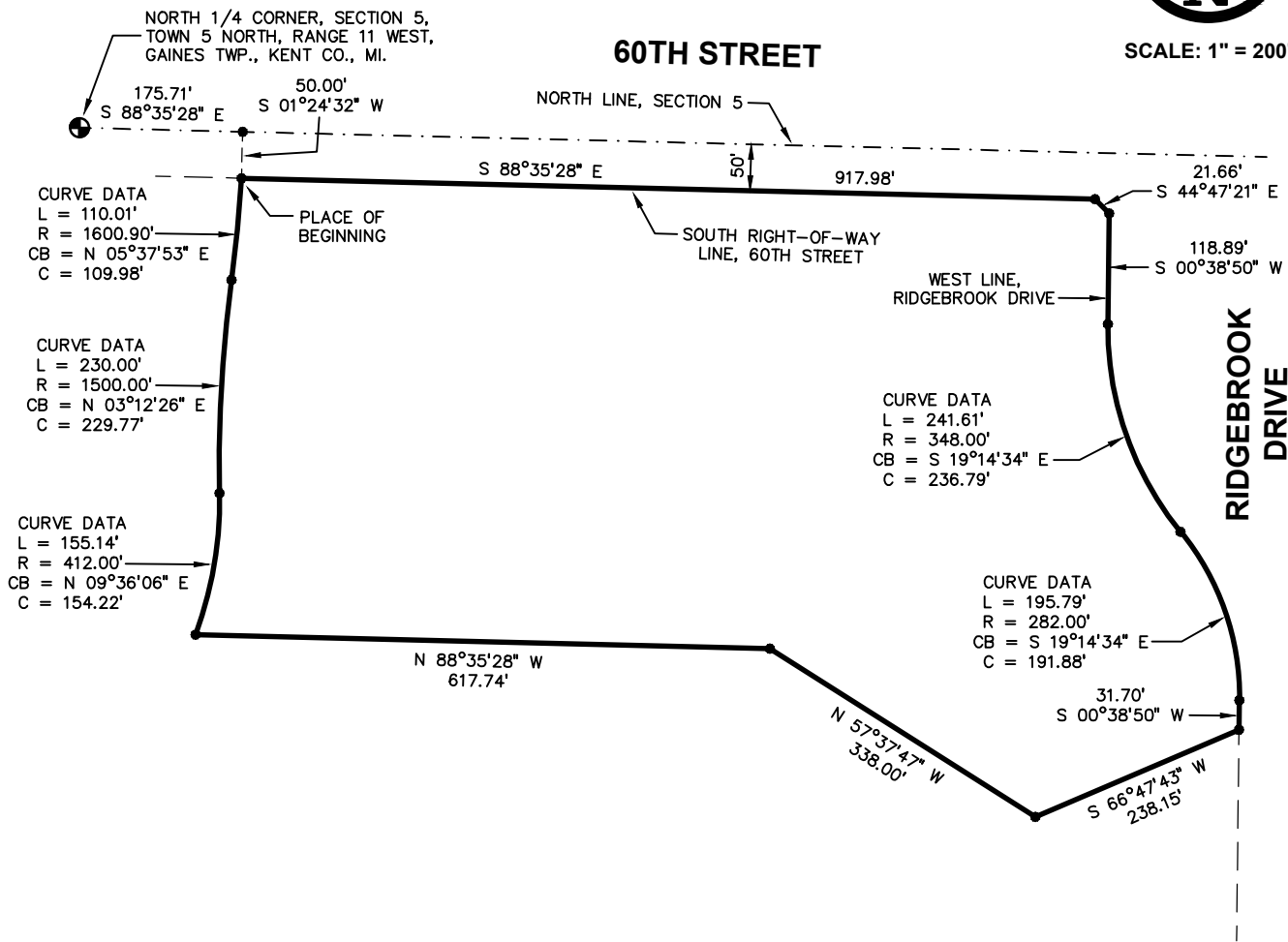
PROPERTY DESCRIPTION
Parcels 3-7

That part of the Northeast fractional one-quarter of Section 5, Town 5 North, Range 11 West, Gaines Township, Kent County, Michigan, described as: COMMENCING at the North one-quarter corner of said Section 5; thence South 88°35'28" East 175.71 feet along the North line of said section; thence South 01°24'32" West 50.00 feet to the South right-of-line of 60th Street to the PLACE OF BEGINNING; thence South 88°35'28" East 917.98 feet along said South right-of-way line parallel with and 50.00 feet South of the North line of said section; thence South 44°47'21" East 21.66 feet; thence South 00°38'50" West 118.89 feet along the West line of Ridgebrook Drive and its Northerly extension thereof; thence Southerly 241.61 feet along said West line on a 348.00 foot radius curve to the left, the chord of which bears South 19°14'34" East 236.79 feet; thence Southerly 195.79 feet along said West line on a 282.00 foot radius curve to the right, the chord of which bears South 19°14'34" East 191.88 feet; thence South 00°38'50" West 31.70 feet along said West line; thence South 66°47'43" West 238.15 feet; thence North 57°37'47" West 338.00 feet; thence North 88°35'28" West 617.74 feet parallel with the North line of said section; thence Northerly 155.14 feet on a 412.00 foot radius curve to the left the chord of which bears North 09°36'06" East 154.22 feet; thence Northerly 230.00 feet on a 1500.00 foot radius curve to the right the chord of which bears North 03°12'26" East 229.77 feet; thence Northerly 110.01 feet on a 1600.90 foot radius curve to the left the chord of which bears North 05°37'53" East 109.98 feet to the place of beginning.

12.4347 acres



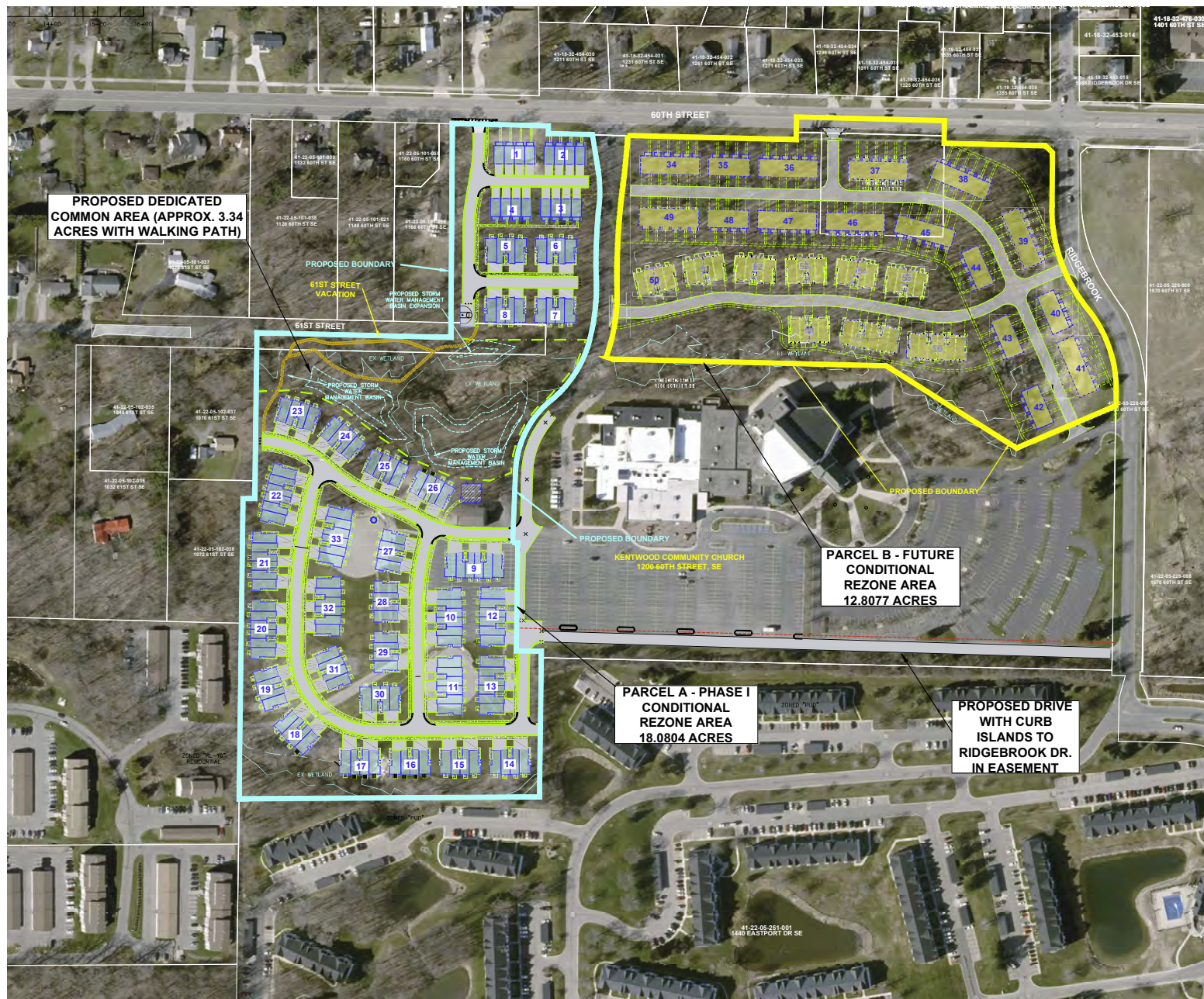
SCALE: 1" = 200'



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DRAWN BY: GHV	CONTACT INFO: sgreen@mbce.com	
DATE: MARCH 21, 2023	PROJECT NO.: 220171.1	

EXHIBIT C

SITE PLAN



DRAFT SUBJECT TO PC REVIEW

DEVELOPMENT INFORMATION

EXISTING ZONING: "O-5" OFFICE SERVICE & "RL-10" RESIDENTIAL
PROPOSED ZONING: "R-3" RESIDENTIAL
MIN. FRONT SETBACK: 35'
MIN. SIDE SETBACK: 20'
MIN. STREET SIDE: 35'
MIN. REAR SETBACK: 50'
MIN. FLOOR REQUIREMENT: 1 STORY/720 SFT/UNIT
2+ STORIES/820 SFT/UNIT
MAX. BLDG. HEIGHT: 35'/2.5 STORIES

MIN. LOT AREA:
4 UNIT BLDG: 19,000 SFT
6 UNIT BLDG: 25,500 SFT

PARCEL A - PHASE 1
18.0804 ACRES
EX. ZONING: "O-5" OFFICE SERVICE & "RL-10" RESIDENTIAL
PROPOSED ZONING: "R-3" RESIDENTIAL

PARCEL B - FUTURE
12.8077 ACRES
EX. ZONING: "O-5" OFFICE SERVICE
PROPOSED ZONING: "R-3" RESIDENTIAL

PHASE ONE
PHASE TWO



PLAN REVISIONS



OVERALL DEVELOPMENT PHASING PLAN
FOR
ASHFORD WOODS
GAINES CHARTER TWP, KENT COUNTY, MICHIGAN

FIELD SURVEY DATE: RECORD #/FILE

PROJECT NO.: 200171.01

DESIGN DRAWN BY: JTF

DESIGNED BY: BW

CHECKED BY: JTF

PLAN DATE: 5/24/21

SHEET NUMBER

1 OF 9

PREPARED FOR:
ORION CONSTRUCTION
32 MARKET AVENUE, SW, SUITE 200
GRAND RAPIDS, MI 49503
ATTN: MR. BRAD WALSH
TEL: 616-484-1745
FAX: 616-484-1742
BRW@ORIONCONSULT.COM



12.d.

MEMO

Staff Communication

DATE: July 10th, 2023

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director

RE: Moratorium on Residential-10 Zoning Development

SUMMARY OF TOPIC:

Staff requests a three-month extension of the moratorium on condominium and plat development across the Residential-10 zone, with a modification to the previous ordinance.

Under this extension, rezonings would be allowed to proceed, but all other restrictions are still in place.

Extension of the moratorium will provide time to make changes to the Residential-3 zoning definition, and rezone certain parcels within the Township to bring them into alignment with past and newly developing visions for housing subdivisions and village center development. The changes to the zoning definitions and rezonings of certain parcels will be considered at the July Planning Commission meeting.

A proposed ordinance is attached for review.

FINANCIAL IMPACT:

A moratorium is not anticipated to have a negative financial impact on the Township.

BUDGET ACTION REQUIRED:

N/A.

STAFF RECOMMENDATION:

Staff recommends approval of the proposed moratorium as presented.

**GAINES CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN**

(Ordinance No. ____)

At a _____ meeting of the Township Board for Gaines Charter Township held at the Township offices on _____, 2023, beginning at ____ p.m., the following Ordinance was offered for adoption by Township Board Member _____, and was seconded by Township Board Member _____:

AN ORDINANCE TO EXTEND/IMPOSE A MORATORIUM ON THE ISSUANCE OF ANY ZONING APPROVALS, PERMITS, LICENSES OR OTHER APPROVALS BY THE TOWNSHIP FOR NEW OR EXPANDED RESIDENTIAL HOUSING DEVELOPMENTS WITHIN THE RESIDENTIAL (RL-10) ZONING DISTRICT PURSUANT TO THE GAINES CHARTER TOWNSHIP ZONING ORDINANCE AND ZONING MAP, AND A PROHIBITION ON THE CREATION, EXPANSION, CONSTRUCTION OR INITIATION OF CERTAIN RESIDENTIAL HOUSING DEVELOPMENTS WITHIN THE RESIDENTIAL (RL-10) ZONING DISTRICT WHILE THE MORATORIUM IS IN EFFECT.

THE CHARTER TOWNSHIP OF GAINES (the “Township”) ORDAINS:

Section 1. Findings.

- a. The provisions of the Gaines Charter Township Zoning Ordinance (“Zoning Ordinance”) regarding certain residential developments, site condominiums and subdivisions in the Residential (RL-10) zoning district under the Zoning Ordinance and Zoning Map have not kept pace with residential development patterns and other matters.
- b. The Township Board for Gaines Charter Township desires to revise and update the provisions within the Zoning Ordinance regarding residential developments, site condominiums and subdivisions in the Residential (RL-10) zoning district and similar matters.
- c. Imposing a moratorium, on a limited temporary basis, is reasonable and necessary to allow time for the review of potential amendments to the Zoning Ordinance regarding residential developments, site condominiums and subdivisions in the Residential (RL-10) zoning district.

- d. The Township Board of Trustees approved a moratorium on January 9th, 2023 for a period of six months (effective January 16th, 2023). During that time Township staff have prepared draft zoning ordinance amendments and will proceed with Planning Commission and Township Board review.
- e. During the 3-month moratorium extension period, the Township Board and the Gaines Charter Township Planning Commission will investigate potential modifications to the Zoning Ordinance that may establish reasonable regulations regarding residential developments, site condominiums and subdivisions in the Residential (RL-10) zoning district.

Section 2. Administrative Action. A moratorium is hereby imposed upon the issuance and processing of any Gaines Charter Township permit, license, zoning approval, land division approval, variance, plat approval, site condominium approval, or similar approval for any residential development, plat, site condominium or subdivision in the Residential (RL-10) zoning district). During the moratorium term specified in this Ordinance, no Township official, board, employee, body, commission, or agent shall: process, issue or approve any such permit, zoning request, land division, license, plat, site condominium, plat, variance or other zoning request or application for any new or expanded development, site condominium or subdivision in the Residential (RL-10) zoning district.

Section 3. Prohibition upon Certain Residential Developments. While the moratorium contained in this Ordinance is in effect, no new or expanded plat, subdivision, site condominium or land division shall be created, effectuated, expanded, approved or implemented in the Residential (RL-10) zoning district.

Section 4. Term of This Ordinance. The moratorium imposed by this Ordinance shall remain in effect for six (3) months following the effective date of this Ordinance or until amendments to Gaines Charter Township's ordinances regarding any new or expanded development, plat, site condominium or subdivision in the Residential (RL-10) zoning district become effective, whichever occurs first. Prior to the expiration of this moratorium, Gaines Charter Township may extend the moratorium to allow sufficient time to complete any such amendments to Township ordinances.

Section 5. Effective Date. This Ordinance is declared to be an emergency ordinance and shall become effective the day following its publication (or a summary thereof) in a newspaper of general circulation within the Township.

The vote in favor of this Ordinance was as follows:

YEAS: _____

NAYS: _____
ABSENT/ABSTAIN: _____

ORDINANCE DECLARED ADOPTED.

CERTIFICATION

I hereby certify that the above is a true copy of an emergency Ordinance adopted by the Township Board for Gaines Charter Township at the time, date, and place specified above pursuant to the required statutory procedures.

Respectfully submitted,

By _____
Michael Brew
Gaines Charter Township Clerk



12.e.

MEMO

Staff Communication-Action Required

DATE: July 6, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: City of Hastings – Request to leave the Grand Valley Metro Council

SUMMARY OF TOPIC:

The City of Hastings has advised the Grand Valley Metro Council (GVMC) that they would like to withdraw from GVMC's Articles of Incorporation.

According to the Articles, every member of the Council must approve their withdrawal. Approval of the withdrawal is done via a resolution.

BUDGET ACTION REQUIRED: NONE

STAFF RECOMMENDATION:

Staff recommends the Board adopt the resolution allowing the City of Hastings to withdraw from the Articles of Incorporation of the Grand Valley Metropolitan Council.



GAINES CHARTER TOWNSHIP

RESOLUTION No. _____

**RESOLUTION TO AMEND ARTICLES OF INCORPORATION SO AS TO REMOVE
THE CITY OF HASTINGS AS A PARTICIPATING LOCAL GOVERNMENTAL UNIT
OF THE GRAND VALLEY METROPOLITAN COUNCIL**

At a regular meeting of the Board of Trustees of the Charter Township of Gaines, held on July 10, 2023 at 7:00PM, at the Township office located at 8555 Kalamazoo Ave., SE, Caledonia, MI 49316, there were:

PRESENT:

ABSENT:

The following resolution was offered by _____ and seconded by _____:

**A RESOLUTION TO AMEND ARTICLES OF INCORPORATION SO AS TO REMOVE
THE CITY OF HASTINGS AS A PARTICIPATING LOCAL GOVERNMENTAL UNIT**

A local governmental unit may join or withdraw from the Grand Valley Metropolitan Council (the "Metro Council") upon satisfaction of certain requirements set forth in the Metropolitan Council Act, Act 292 of the Public Acts of Michigan of 1989, as amended (the "Act"); and

Pursuant to Articles VIII and XX, of the Articles of Incorporation, the legislative body of the City of Hastings, Barry County, Michigan, has adopted a motion stating its desire to leave the Grand Valley Metropolitan Council.

THEREFORE, IT IS RESOLVED AS FOLLOWS:

1. The first paragraph of the Articles of Incorporation of the Grand Valley Metropolitan Council is hereby amended as to remove the City of Hastings, Barry County, as a participating local governmental unit.
2. This Resolution amends the Articles of Incorporation only as stated above. All other provisions of the Articles of Incorporation remain in full force and effect.
3. Upon adoption of this Resolution, the above-stated amendment in the Articles of Incorporation shall be published at least once in a newspaper of general circulation with the

participating counties, cities, villages, and townships of the Grand Valley Metropolitan Council.

4. Upon the publication of the above statement amendment, the amendment shall be submitted for a vote thereon by the members elected to and serving on the legislative body of each participating local government unit of the Grand Valley Metropolitan Council.

5. Upon final adoption of the above stated amendment, a printed copy of the amended Articles of Incorporation shall be filed with the Michigan Secretary of State, with the clerk of each county in which is located all or any part of a participating city, village, and township, as required by Section 9 and all of the Act.

AYES:

NAYS:

RESOLUTION DECLARED 7/10/2023

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Board of Trustees of the Gaines Charter Township at a regular meeting held on July 10 2023, and I further certify public notice of such meeting was given as provided by law.

Michael A. Brew, Clerk
Gaines Charter Township



8555 Kalamazoo Ave., SE
Caledonia, MI 49316

www.gainestownship.org

Phone: 616-698-6640
Fax: 616-698-2490

July 21, 2023

Gaines Township Board of Trustees
8555 Kalamazoo Ave SE
Caledonia, MI 49316

RE: July 24, 2023, Township Board and Planning Commission Joint Meeting

Township Board Members:

For the upcoming Joint Meeting with the Township Board and the Planning Commission, there will be a very simple agenda. David Jirousek, from Horizon Community Planning, will be doing a presentation on the Gaines Charter Township Zoning Ordinance Update and Audit Report. Then there will be a question-and-answer segment to discuss, and help formulate, the direction of the new Zoning Ordinance. There are no handouts to go along with the agenda.

If you should have any questions about the agenda packet, please be sure to let me know.

Best regards,

A handwritten signature in blue ink, appearing to read "Rod Weersing", is written over the printed name and title.

Rod Weersing
Township Manager



CHARTER TOWNSHIP OF GAINES

MEETING LOCATION: 8555 Kalamazoo Ave., SE, Caledonia, MI 49316

Township Board of Trustees Meeting

PRELIMINARY AGENDA

MONDAY – July 24, 2023

Time: 5:30PM Lower Level

(Joint meeting with Planning Commission)

- 1. Opening Prayer ~ Michael Brew**
- 2. Pledge of Allegiance**
- 3. Call to Order and Attendance**
- 4. Declaration of Conflict of Interest**
- 5. Approval of Agenda**
- 6. General Discussion**
 - A. Presentation by David Jirousek, of Horizon Community Planning, on the
Gaines Charter Township Zoning Ordinance Update and Audit Report**
 - B. Presentation Questions & Answers**
- 7. Public Comments**
- 8. Manager's Comments**
- 9. Supervisors Comments**
- 10. Trustee Comments**

NEXT SCHEDULED BOARD OF TRUSTEES MEETING: August 14, 2023

ANY INTERESTED PERSONS ARE INVITED TO ATTEND AND PARTICIPATE IN ALL TOWNSHIP BOARD OF TRUSTEE MEETINGS. PERSONS WITH DISABILITIES NEEDING ANY SPECIAL ACCOMMODATIONS SHOULD CONTACT THE TOWNSHIP OFFICES ONE WEEK PRIOR TO THE MEETING TO REQUEST MOBILITY, VISUAL OR ANY OTHER ASSISTANCE.

Preliminary Agenda – Subject to Change

The contents of supporting documents (such as text, graphics, images, information, and references) are created and supplied by the author.

GAINES CHARTER TOWNSHIP ZONING ORDINANCE AUDIT REPORT

JULY 21, 2023



HORIZON
Community Planning

GAINES CHARTER
TOWNSHIP

This report was prepared for

GAINES CHARTER TOWNSHIP, MICHIGAN

BOARD OF TRUSTEES

Robert DeWard, Supervisor
Michael Brew, Clerk
Laurie Lemke, Treasurer
Kathy VanderStel, Trustee
Dan Fryling, Trustee
Tim Haagsma, Trustee
Bob Terpstra, Trustee

PLANNING COMMISSION

Connie Giarmo, Chair
Ronnie Rober, Vice Chair
Lani Thomas, Secretary
Talimma Billips
Tim Haagsma
Brad Waayenberg
Ryan Wiersema

TOWNSHIP OFFICIALS

Rod Weersing, Township Manager
Dan Wells, Community Development Manager
Natalie Davenport, Planner

CONSULTANT

David M. Jirousek, MCP, AICP
Horizon Community Planning
horizon-planning.com



I. INTRODUCTION

The Gaines Charter Township Zoning Ordinance Audit Report was prepared to provide officials and staff with guidance and recommendations for updating the township's land use development regulations. A number of higher-level issues and concerns are noted in this report. As part of the Zoning Ordinance update project, this report addresses policy and procedural issues, as well as other issues and concerns, some of which have been tracked by township staff.

The Audit Report is intended to serve as a guide to help build consensus on the extent of necessary changes to achieve the township's goals and implement the Master Plan. This report is broken down into the following parts:

- **PART I. INTRODUCTION**
- **PART II. STAKEHOLDER INPUT**
- **PART III. BEST PRACTICES FOR USER-FRIENDLY ORDINANCES**
- **PART IV. LAND USES, ZONING DISTRICTS, AND DEFINITIONS**
- **PART V. DEVELOPMENT PROVISIONS**
- **PART VI. REVIEW PROCEDURES AND ADMINISTRATION**
- **PART VII. CONCLUDING REMARKS**

As part of the review of the Zoning Ordinance, the following factors were considered, among others:

- Organization, format, and flow of the document from A to Z
- Ensuring readability and identifying opportunities for using tables and graphics
- Recommending concise language and elimination of "legalese"
- Identifying overlap and inconsistencies
- Ensuring predictability of review standards and assessment of processes and procedures
- Identifying the potential to delegate authority
- Reviewing against the provisions of the Michigan Zoning Enabling Act, recent changes to state law, and recent court opinions
- Assessing the effectiveness of implementing the Master Plan
- Providing initial recommendations and directions concerning priority recommendations of the Steering Committee and township staff.

These factors will continue to be assessed and discussed during the upcoming months with the project Steering Committee.

As a disclaimer, we must note that our interpretation of the Zoning Ordinance requirements and its processes may be different than what is practiced or understood by township officials. In some cases where the ordinance is silent, the township has established rules and procedures to address the absence of guidance. In other cases, the ordinance is not entirely clear, and interpretations may vary. The critical takeaway is that a Zoning Ordinance update is an opportunity to ensure the document allows for consistent interpretations and clear guidance.

On some issues, this report sets a starting point for more detailed conversations that will occur during project Steering Committee meetings. Certain issues will require additional research and assessment of best practices used in the State of Michigan and beyond. As such, answers to all questions are not provided, but this report establishes the topics for further discussion.

II. STAKEHOLDER INPUT

Overview

Interviews with individuals identified by township officials were held to gain a non-governmental perspective of the issues most important to key stakeholders within the community. Participants represented the following backgrounds and professions: business owners, landscape architecture, engineering, home building, development, and real estate.

Input

Some stakeholders felt that processes and submittal requirements were cumbersome, especially for small business owners and those making significant investments into site planning without certainty the use would be permitted. A reasonable amount of flexibility was recommended to ensure that the township can be agile enough to allow zoning modifications to respond to business needs and allow creativity and give decision-makers increased authority to approve sensible proposals.

It was also felt that increased delegation of review authorities would speed up processes. Streamlining and simplifying processes were encouraged.

Additionally, it was mentioned that development regulations should not always apply across the board for all districts. For instance, a more urban village character, such as Dutton, should be treated differently than a sprawling suburban commercial development. Parking, landscaping, and lighting requirements should vary by location or zoning district.

From the housing perspective, allowing a greater mix of housing types and lot sizes was supported, as well as incentives for planning quality developments. A stakeholder also felt that if zoning requirements were improved and made more predictable, there would be less need for the cumbersome Planned Unit Development (PUD) review process.

Concerning landscaping, suggestions included ensuring more credit for saving significant existing trees and not requiring shrubs within buffer areas. Additionally, it was recommended that the township consider the intent of landscaping requirements. Is the township looking for an immediate impact of a densely planted area or a more long-term vision for the healthy growth of canopy trees?

III. BEST PRACTICES FOR USER-FRIENDLY ORDINANCES

Zoning ordinances can greatly benefit from revisions to include concise language, clear graphics, and a user-friendly format with consolidated tables and exhibits. User-friendly codes typically include the following elements, many of which should be incorporated into the Gaines Charter Township Zoning Ordinance update.

CLEAR OUTLINE, FORMAT, AND STYLE

Outline

The flow of the Zoning Ordinance is very disjointed, and in some cases, sections seem randomly placed throughout the document, or topics are repeated in different chapters. As a future supplement to this report, an outline will be developed for the Steering Committee, which will recommend a logical flow of the Zoning Ordinance from A to Z.

For instance, the following six-part general structure is recommended.

- Part I Introduction. An introduction to set the purpose, applicability, organization, and legal basis for zoning regulation.
- Part II Zoning District Regulation. Land use, building, and dimensional regulations specific to Zoning Districts.
- Part III Development Provisions. Regulations related to general property, specific land uses and activities, and the development of land.
- Part IV Review Processes and Standards. Direction for review of zoning and land development applications.
- Part V Administration. Administrative and review authorities, regulations concerning enforcement, and restrictions on nonconformities.
- Part VI Definitions and Checklists. General definitions, land use definitions, and checklists for all application types are included in the ordinance.

Format and Style

A standardized format for each chapter is recommended, and a “style guide” and template chapter will be developed to ensure the consistent use of section numbering, font, outline format, capitalization, bolding, etc.

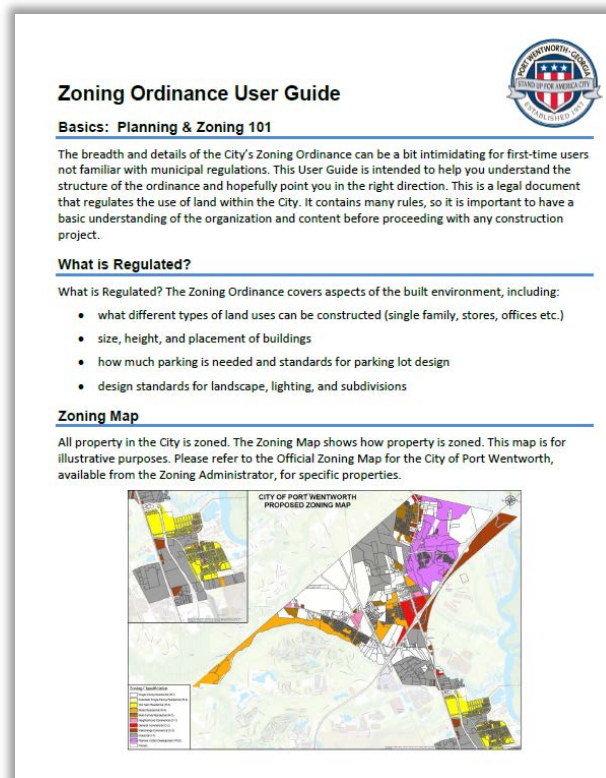
USER GUIDE

Zoning regulations are difficult for the average citizen to understand and navigate. We recommend that the township include a “user guide” as an attachment to the Zoning Ordinance file. The user guide does not necessarily need to be officially adopted as part of the ordinance, as it may need to be updated from time to time.

While the township webpage includes helpful information and documents and forms, a more comprehensive guide to development and zoning requirements should be made available. Moreover, the user guide can include process flowcharts and directions on how to apply for approvals required by the ordinance.

The user guide could include a more concise and succinct outline of the Zoning Ordinance with references or links to applicable articles and sections.

- What is zoning?
- How do I use this guide?
- What is my property zoned?
- What can I do on my property?
- What are the processes for development?
- Where do I apply, and who reviews my proposal?

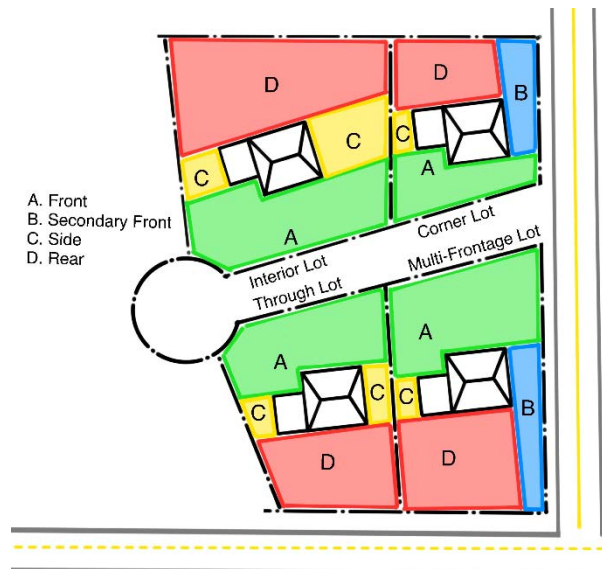


GRAPHICS, TABLES, AND COLOR

Graphics

Graphics can help a reader visualize the requirement or definition. Graphics are particularly important for topics such as lot types, blocks, setbacks, yard designations, lot lines, setbacks, landscaping, and building form, placement, and design.

There is minimal use of graphics in the Zoning Ordinance, and the existing graphics are rudimentary and not especially helpful for users.



Section 3-3 Spatial Requirements

All lots shall meet the minimum area and width requirements of Table 3.3. New lots shall not be created, except in conformance with these requirements. All placement of buildings shall conform to the minimum spatial and dimensional requirements listed in Table 3.3.

Table 3.3 Spatial Requirements: Agricultural and Residential Districts		AG	R-1	R-2	R-3	MHP	OC	AB
Lots								
Min. Area (s.f.)	Sewer	2 ac	30,000	15,000	1	15 ac	5 ac	40 ac
	Septic	2 ac	30,000	30,000	-	15 ac	5 ac	40 ac
Min. Width (ft.)	Sewer	330	150	75	300	330	330	660
	Septic	330	150	150	300	330	330	660
Max. Lot Coverage		15%	20%	30%	35%	30%	10%	10%
Principal Building Setbacks								
Min. Front (ft.)		60	50	30	35	50	60	75
Min. Least Side (ft.)		50	20	10	50 ^a	10	50	50
Min. Total Side (ft.)		100	40	25	100	-	-	100
Min. Rear (ft.)		50	50	35	50 ²	10	50	50
Principal Building Size								
Max. Height (ft.)		40 ^a	35	35	35	16	40	40
Max. Stories		3	2 1/2	2 1/2	3	1	3	3
Min. GFA (s.f.)		800	800	800	600	800	800	800
Min. Average GFA (s.f.)		-	-	-	700	-	-	-
Accessory Buildings								
Max. Height (ft.)		25	18	25	15	15	25	40
Max. Stories		1	1	1	1	1	1	1
Accessory Building Setbacks								
Min. Front (ft.)		60	-	-	-	-	60	75
Min. Side (ft.)		5	5	5	5	5	5	50
Min. Rear (ft.)		5	5	5	5	5	5	50
Min. Separation from Principal Building (ft.)		10	10	10	10	10	10	10

Tables and Color

Improving tables in the Zoning Ordinance is an effective way to compare zoning districts and more concisely present the requirements.

The use of color within tables and articles will assist the reader in navigating the Zoning Ordinance and clearly distinguish requirements between differing zoning districts. Further, the colors should reflect those used on the township Zoning Map.

CLEAR AND SIMPLIFIED PROCESSES AND AUTHORITIES

Application type and review processes should be clearly itemized in list, table, or flow chart format. Further, a table showing review authorities would assist the reader.

Application Type	Zoning Admin.	Planning Commission	Township Board	Zoning Board of Appeals
Zoning Text Amendment	R	R (PH)	D	--
Zoning Map Amendments	R	R (PH)	D	--
PUD Concept Plan and Rezoning	R	R (PH)	D (PH)	--
Site Condominium	R	R	A	A(PH)*
Special Land Use	R	D(PH)	--	--
Final Site Plan and Major Amendment	R	D	--	A (PH)
Final PUD Plan	R	D	--	--
Private Street	R	D	--	A(PH)
Tree Permitting	D	--	--	A (PH)
Zoning Permit	D	--	--	A (PH)
Administrator Site Plan Review and Minor Amendments	D	--	--	A (PH)
Variance	R	--	--	D (PH)
R= review and recommendation authority; D= decision-making authority; A= appeal authority; (PH)= A public hearing is required				
*- if not a PUD				

CONCISE AND PLAIN LANGUAGE

Requirements and standards should be concise and to the point. Superfluous and repetitive language creates more opportunities for misunderstanding, misinterpretation, contradictions, and easier appeals or legal challenges.

REASONABLE NON-VARIANCE FLEXIBILITY

Certain development requirements, such as architecture, parking, landscaping, and lighting, are more commonly drafted with moderate “non-variance” flexibility. However, this is not intended to be a way to circumvent the requirements of the Zoning Ordinance. Rather, it allows the township to respond to industry trends or creative proposals to a reasonable extent as long as standards of approval are met.

The Zoning Ordinance includes several provisions for “alternative compliance” or allows for modifications through the special land use process rather than the variance review process. However, when used too frequently on the same matter, sometimes it is more logical to amend the requirement to reduce the number of modification requests as it is a symptom of a problematic or unreasonable requirement. An example is the number of special land use requests for larger accessory buildings.

ENFORCEABILITY

Existing and proposed zoning requirements must be balanced with the township’s ability to administer and enforce the ordinance. In particular, staff time, expense, resources, expertise, and capacity of the township should be assessed.

PART IV. LAND USES, ZONING DISTRICTS, AND DEFINITIONS

Each of the current zoning districts should be carefully considered during the update process. Unused or limited-use districts could be removed, especially if there is an overlap between allowed uses and dimensional/spatial requirements. Alternatively, a better distinction could be created between districts to reflect their respective intents more accurately.

LAND USES

Terms and Similar Land Uses

The Zoning Ordinance includes a limited list of uses within the non-residential zoning district land use tables. Some of the uses are very specific. However, generalization increases the user-friendliness of an ordinance and allows for easier interpretations. Additionally, each land use should be clearly defined to cover the full spectrum of businesses and uses within the category. We also recommend including a “similar use provision” that would allow the Zoning Administrator to classify a use based on standards or to forward that determination to the Planning Commission or Zoning Board of Appeals to decide on the matter.

Naming Special Land Uses

It should be noted that the Planning Commission may not classify an unmentioned use as a “special land use,” as noted in Section 4.4. The Zoning Enabling Act states that special land uses must be named in the zoning ordinance. However, if a use was considered part of a named *use category* classified as a special land use, it is acceptable to determine an unnamed use to be under the umbrella of the named use.

AGRICULTURAL DISTRICTS- A-B and A-R

Consolidation of A-B and A-R

The previous and current Master Plans call for “Rural (RUR)” areas but make no distinction between sub-categories. As such, there is no justification for two agricultural zoning districts with two sets of dimensional requirements and separate land use regulations. The same intent can be met by consolidating two districts into a single district, with provisions for “agricultural services and

enterprises” based on specific locational characteristics. However, the Steering Committee will undoubtedly discuss the state of farming operations in the township and how much support is required to establish these businesses.

Split Restriction

Concerning splits, it is unclear why the convoluted methodology for splits is included for the A-R and A-B zoning districts. It seems overcomplicated to include this section in the Zoning Ordinance and to be more restrictive than the Land Division Act.

Farming

Due to the Right to Farm Act and changes to associated General Agricultural Management Practices, the township no longer has the authority to regulate specific types of farming. Where farming is permitted, the township cannot separately regulate certain farming activities, farm markets, and roadside stands. Concerning farm marketing, uses and activities beyond those defined by the state can be regulated or prohibited (wedding barns, event centers, etc.).

RESIDENTIAL DISTRICTS- RL-14, RL-10, R-4, and R-3

Consolidation of RL-14 and RL-10

Similar to the agricultural zoning districts, the current Master Plan call for “Suburban Residential” areas but makes no distinction between sub-categories. As such, there is no justification for separate and distinct residential districts with two sets of dimensional requirements and separate land use regulations, especially when the difference between the RL-14 and RL-10 districts is minimal (4,000 square feet difference and same minimum lot width).

While these districts can be consolidated, the question is whether to include the smaller or larger minimum lot size. Our preliminary recommendation is to start from the larger requirements of RL-14 and allow for incentives for the smaller lot sizes comparable to RL-10. For instance, a standard plat or site condo would be required to have 14,000 square-foot lots at 80 feet in width. However, if the neighborhood was planned with higher-quality amenities and open space, preserved significant tree stands, or included a more diverse and attractive selection of housing products, the developer could “earn” the smaller and narrower lots by thoughtful planning of the neighborhood.

The Zoning Ordinance currently includes a provision in Section 6.4 B to reduce lot size and width below RL-14 and RL-10 standards. Still, this provision does not require meaningful improvements that warrant such significant reductions. Further, the Steering Committee did not support single-family residential lots in the “Suburban Residential” area of less than 10,000 square feet. This provision is recommended to be struck.

Land Use Regulation

Finding a limited number of non-residential uses within residential zoning districts is common. However, several uses may reflect past businesses or needs that are no longer appropriate in residential areas. For instance, non-profit organizations, private cemeteries, burial grounds, and commercial kennels are not appropriate for the suburban character RL-14/RL-10 zoning districts.

Dimensional Requirements

Most dimensional requirements are applicable to parcels created through land division, platted lots, or site condominium units. The Zoning Ordinance does not anticipate dimensional requirements for buildings within conventional condominium projects where there are no lot or unit boundary lines or projects where all buildings are owned or operated by a single entity on a single lot. As such, dimensional requirements must consider project perimeter setbacks as well as setbacks from internal streets or drives and side and rear separations between buildings.

Other considerations to be discussed will be reduced “side street setbacks” on corner lots and considering the reduction of the minimum square footage of single-family detached homes and other attached dwelling units.

Codification of Guidelines

Concerning the R-4 Multi-Family zoning district, the township's previously approved Multi-Family Design Guidelines must be codified to require and enforce them for non-PUD development. While they can serve as guidance for PUD review, “guidelines” are otherwise unenforceable in Michigan zoning practice.

Manufactured Housing Communities

For R-3, the township may wish to research whether the manufactured home community regulations were approved by the Manufactured Housing Commission (MHC). Local zoning requirements can only be stricter than state requirements if approved by the MHC. For instance, there is no minimum manufactured home lot size under state rules, but the MHC has commonly accepted 5,500 square feet as an appropriate local requirement.

Current Zoning District Amendment Process

It should also be noted that staff is currently working on edits to the residential zoning districts concurrently with this project. This project must recognize that work, yet there may be changes to these proposed amendments, as they must be adopted much sooner due to a moratorium expiration date.

COMMERCIAL AND INDUSTRIAL DISTRICTS- C-1, C-2, O-S, I-1, I-2

As stated earlier, this project must recognize a current and separate effort to amend the commercial and office zoning districts. Yet, there may be changes to these proposed amendments, as they must be adopted sooner due to the moratorium. Additionally, the land use list will be modernized, expanded, and defined so that all land use scenarios are anticipated and considered and future development in each district is more predictable.

DEFINITIONS

A comprehensive and clear set of definitions is essential for a modern and user-friendly zoning ordinance. Earlier, we recommended a new set of generalized land use categories, and every single land use must be defined. Additionally, many other definitions must be updated or included. For the Zoning Administrator, definitions are vital for preparing determinations and correctly interpreting and enforcing the ordinance. Some zoning ordinances separate general definitions from land use definitions so that land uses can be consolidated for easier review and interpretation.

- All definitions should be consolidated in a separate article, as some are scattered through the ordinance (i.e. adult businesses, mineral removal terms, signs, lighting, etc.).
- Many definitions related to how something is measured or designated are not clear and should be updated with more commonly used methods (setback, basement, lot width, lot depth, yards, floor area).
- Certain definitions can be generalized under broader terms (i.e. hotel, motel, and inn; or rooming house, boarding house, and tourist house), unless there is a specific need to regulate the uses separately.
- Housing definitions need to be updated and expanded.
- Certain definitions should be checked against state statutes or re-titled (i.e. adult foster care, day care home, manufactured homes, farm, and farm operation, etc.)
- Certain definitions should be divided into sub-terms (i.e. “restaurant”- sit down, drive-in, and drive-through).
- The distinction between sign types by communicative message should be removed to ensure consistency with case law (Reed vs. Gilbert AZ).
- In all cases, no regulation should be included within definitions unless making a distinction by a specific characteristic.

PART V. DEVELOPMENT PROVISIONS

SPECIFIC USE REQUIREMENTS

Throughout the zoning ordinance, various requirements for permitted uses are listed in different sections. One consolidated article is recommended in which specific conditions applicable to individual uses would be contained. Regardless of whether a land use is permitted by-right or as a special land use, restructuring to consolidate these individual requirements in one place will create a more user-friendly and streamlined ordinance.

Many of these requirements are antiquated, arbitrary, and may not serve a legitimate public purpose. However, specific use requirements are essential to regulate the unique operations and characteristics of specified land uses. Authority on certain activities and land uses has also been limited or preempted based on amendments to the Zoning Enabling Act. The Steering Committee will address all requirements during its work.

BUILDING AND ARCHITECTURAL REQUIREMENTS

Residential, commercial, and industrial architectural requirements should be reviewed and modernized as appropriate. As mentioned earlier, design guidelines may be codified and architectural requirements addressed to ensure or incentivize higher-quality buildings. With more specificity, waiver authority should also be considered. Waiver authority is not intended to circumvent the ordinance or allow a lesser-quality project. For instance, waivers or deviations could be considered if:

- the proposed architectural design and/or building material is equal or superior to these requirements as it relates to achieving the character desired by the ordinance,
- the proposed architectural design and/or building material better fits the character of the area than when it strictly conforms to the requirements of the ordinance,
- the deviation has no significant visual impact or distinction from the public right-of-way or adjacent properties, and/or,
- the applicant demonstrates that conformance with the requirements is impractical due to complexity, but that shall not by itself be the reason for granting a deviation.

PARKING

Minimum and Maximum

Parking requirements in the Zoning Ordinance should be updated to lessen the impact of larger paved areas that add to existing stormwater runoff. Many codes require “over-parking” when in many cases, it is not needed. While baseline parking count minimums can be used as a starting point for parking lot design, the applicant should provide a parking study or industry standards demonstrating that the proposed number of spaces is appropriate based on the actual number of employees, the expected level of customer traffic, or true counts at a similar establishment.

Design

The dimensional standards in the code are fairly common, but graphics may assist with demonstrating the drive-aisle and parking stall requirements. Parking lot design should also consider snow storage locations, as needed parking can be reduced significantly if these locations are not planned.

Sustainability

To reduce the heat-island effect of parking lots, we will assess how the township can improve the use of canopy trees and green spaces within parking lots. From an aesthetic standpoint, we will also recommend limiting the number of parking spaces per row before an island or peninsula should be incorporated. Some allowance may also be appropriate for alternative/pervious parking surfaces.

Additionally, a newer trend in sustainable zoning codes is to allow solar panels over parking areas. The Steering Committee may consider the inclusion of this provision into the Zoning Ordinance based on the increase of solar energy production nationwide.

In Michigan and nationwide, communities are seeing the beginning of a slow shift from traditional internal combustion vehicles to electric vehicles (EVs) and hybrids. With this shift, changes to the existing and future infrastructure of private residences, residential and commercial developments, and public facilities will be needed to accommodate advances in technology. Regulation could range from acknowledging and allowing EV charging stations to accommodate the increasing number of EVs; encouraging, incentivizing, and preparing for EV charging stations; or requiring EV charging stations or readiness in new and altered parking lots. The Steering Committee will discuss this topic.

LANDSCAPING AND THE ENVIRONMENT

The overall landscaping requirements are thorough, but the current “points system” for calculating required front yard and parking plantings is recommended to be replaced by a more straightforward system. For instance, a set number of canopy, ornamental, or evergreen trees per 50 or 100 linear feet. As suggested by stakeholders, landscaping requirements should vary based on context or zoning district. Along that line, vegetated buffers for industrial properties should be increased to provide adequate protection for adjacent residential properties. Lastly, rules concerning native trees, diversity of species, allowable trees, and prohibited trees should also be expanded.

LIGHTING

Lighting requirements within the code are not sufficient to embrace the “dark sky friendly” goal of the Master Plan. However, there is a balance to ensure secure and safe developments while minimizing light pollution. While lighting requirements will be updated to include present-day standards, several other factors will be addressed, such as:

- Reducing the maximum parking lot lighting levels (20 footcandles is excessive).
- Limiting color temperature.
- Including minimum and average lighting levels in parking areas to ensure safe conditions and uniformity ratios to ensure a proper distribution of lighting (avoiding dark areas)
- Allowing higher poles in industrial districts.
- Including specifications for “zero up-light” fixtures.

CONTENT NEUTRAL SIGNS

After the 2015 U.S. Supreme Court decision of *Reed v. the Town of Gilbert (AZ)*, sign regulations can no longer make distinctions between sign types based on content. In *Reed*, Justice Thomas found that the temporary sign distinctions in Gilbert were “...plainly content-based and thus subject to strict scrutiny. The distinctions- between political signs, temporary directional signs, and ideological signs- depended entirely on the communicative content of the sign.” The critical point is that content-based regulation of speech is determined to be unconstitutional, especially for non-commercial signs.

In general, the decision embraced content-neutral ordinances, which limit sign regulations to reasonably regulate time, place, and manner of signs, including but not limited to: size, number, building materials, illumination, spacing, electronic displays, moving parts, and portability. A simple fix to address this issue is to “standardize” temporary yard sign regulation, meaning that signs related to elections, real estate, and construction should be regulated in the same manner. In general, content-based definitions and regulations in the Zoning Ordinance should also be deleted or revised.

PART VI. REVIEW PROCEDURES AND ADMINISTRATION

SITE PLAN REVIEW

Standards of Approval

Site plans are also subject to 13 approval standards, with few considered to be objective. Site plan review is more appropriately an objective, non-discretionary review. If a proposal complies, it must be approved. Removal of subjectivity from the decision-making process is recommended by lessening the number of standards and revising them to a “compliance checklist.” With this said, PUDs and special land uses should be subject to more discretionary and subjective review standards, but that occurs during preliminary reviews.

Amendments

It also appears that the threshold for “major” amendments is quite low under certain categories, which would require additional Planning Commission review for insignificant plan changes. However, other thresholds are high. For instance, staff can approve 5,000 square-foot building expansion, yet they cannot permit a building to shift more than 10 feet. The thresholds for Planning Commission review should generally be consistent when comparing the overall impact to a site plan (5,000 square feet is not a consistent impact as moving a building 10 feet).

Delegation of Authority

Township officials may also consider full delegation of by-right site plans to a development review committee rather than the Planning Commission. As communities grow and the workload of a Planning Commission increases, this is typically the first type of review to be delegated.

SPECIAL LAND USE REVIEW

Process

Site plan review is inherently tied to special land use review. However, it is common for zoning ordinances to allow for the submittal of a “preliminary” site plan to be reviewed and approved with the special land use request and a “final” site plan to be submitted later in the process. Preliminary reviews would determine compliance with all measurable dimensional requirements and allow the Planning Commission to assess the potential impacts of special land uses on a case-by-case basis.

If approved, the applicant would be allowed to move forward to a final site plan stage, where technical details and designs would be required. This section should recognize the two-step special land use review option as a formal practice and include an abbreviated submittal checklist for preliminary site plans.

Administration and Amendments

Lastly, the special land use section should clearly outline special land use terms and validity of approval, extension, compliance, revocation, and thresholds for amendment review (major and minor). For instance, any change to a special land use or its associated site plan must be processed in the same manner as approved, which can be excessive for a minor change to a plan.

PLANNED UNIT DEVELOPMENT REVIEW

Process

The Planned Unit Development (PUD) process is flawed as it requires a significant amount of technical engineering and detailed site planning prior to the Township Board's legislative consideration of the rezoning to PUD as an overall policy decision. While not lessening the township's authority, detailed plans are not necessary to determine if a proposal is appropriate for a certain location in the township. Additionally, as recommended by a Steering Committee member, an upfront "listening session" should be required to be held by the developer with public notice prior to a PUD application.

The PUD process is recommended as follows:

1. Pre-application public meeting/listening session (with public notice to neighbors).
2. Planning Commission consideration of a preliminary PUD plan and rezoning after an official public hearing.
3. Township Board consideration of a preliminary PUD plan and rezoning after an official public hearing.
4. Planning Commission consideration of a detailed final PUD plan.

Types

While previously approved "legacy" PUDs will remain on the Zoning Map, having multiple types of PUDs is unnecessary, such as for business technology, mineral extraction, and larger-scale phased development. The intent of each can be incorporated into a general and consolidated PUD provision, while mineral extraction should be a special land use in all districts (the use cannot be "zoned out" of any location).

Amendments

Additionally, several very minor amendments to PUD-zoned sites have required a full major amendment process and final approval by the Township Board. Similar to site plan review, the Steering Committee will assess the proper thresholds for administrative amendments to PUD plans and those that are significant enough to require Board approval. Additionally, a "mid-level" amendment threshold is recommended for changes to plans that are beyond what is appropriate for administrative review but do not change the overall intent of the PUD or modify zoning requirements.

Concurrent Reviews

Lastly, the PUD chapter should acknowledge concurrent reviews of preliminary condominium projects and preliminary plats along with preliminary and final PUD plan reviews to avoid multiple reviews of the same project.

VARIANCES AND APPEALS

Land Use Variances

The Zoning Ordinance currently allows for land use variances, which is less common in zoning practice and sometimes discouraged. Land use variance authority is often criticized for its fairness, impact on an area not zoned for the use, and inconsistency with the community master plan. The township may wish to strike this authority from the Zoning Ordinance.

Right to Appeal

Additionally, the Zoning Ordinance prohibits site plan appeals from being heard by the Zoning Board of Appeals (ZBA), which is inconsistent with the Zoning Enabling Act. Only decisions regarding Planned Unit Developments and special land uses may be restricted from local ZBA appeal.

VII. CONCLUDING REMARKS

Like many communities nationwide, the Gaines Charter Township needs a complete restatement and rewrite of the Zoning Ordinance. While certain sections of the Zoning Ordinance are sound, the entire document must be substantially revised and reformatted to properly implement the Master Plan and to provide the desired control and quality and attractive development that the community desires.

While we anticipate that not every recommendation will be accepted, we hope this document allows for valuable conversations on development-related matters during the update project.





8555 Kalamazoo Ave., SE
Caledonia, MI 49316

www.gainestownship.org

Phone: 616-698-6640
Fax: 616-698-2490

August 11, 2023

Gaines Township Board of Trustees
8555 Kalamazoo Ave SE
Caledonia, MI 49316

RE: August 14, 2023, Township Board Meeting

Township Board Members:

Greetings! I hope that this message finds you well!

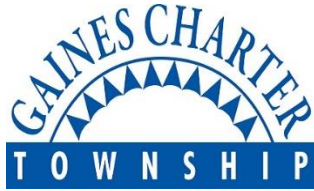
The agenda for the August meeting once again has many items listed for your consideration. You will be looking into purchasing a new air handler for the Township Office lower level, a new tabulator for next year's elections, and the expansion of the Blain Cemetery. Township Staff is recommending an update to the Township Firework Ordinance and a change in the record keeper for the Township retirement plans. The Board will also need to set up a Public Hearing, to take place at the first meeting in September, for the 2024 Public Safety Special Assessment. The lease renewal for the Kent County Sheriff's Office South Substation has been reviewed by legal counsel and will be before you for final approval.

The Planning Commission has also been hard at work and has recommended several items for the Board's consideration. They have submitted a tentative preliminary plat amendment for Thornapple Farms. They have also presented a PUD amendment for a Tesla charging station, and a zoning text amendment as first reads.

If you should have any questions about the agenda packet, please be sure to let me know.

Best regards,


Rod Weersing
Township Manager



CHARTER TOWNSHIP OF GAINES
MEETING LOCATION: 8555 Kalamazoo Ave., SE, Caledonia, MI 49316
Township Board of Trustees Meeting
PRELIMINARY AGENDA
MONDAY – August 14, 2023
Time: 7:00PM

- 1. Opening Prayer ~ Supervisor DeWard**
- 2. Pledge of Allegiance**
- 3. Call to Order and Attendance ~**
- 4. Declaration of Conflict of Interest**
- 5. Review of Consent Agenda ~ *items must be removed from the consent agenda in order to be discussed***
- 6. Approval of Agenda**
- 7. Communications ~ Informational items ~ *letters, reports, updates, etc.***
 - a. July 2023 Bldg. Department Revenue Report**
 - b. July 2023 Dutton Fire Report**
 - c. July 2023 Cutlerville fire Report**
 - d. July 2023 Community Policing Officer's Report**
- 8. Scheduled Speakers - None**
- 9. Public Comments – *Public may speak regarding anything on the agenda which is NOT scheduled for a public hearing (comments limited to 3 minutes per speaker)***
- 10. Public Hearings**
- 11. Consent Agenda:**
 - a. Minutes:**
 - i. July 10, 2023 Minutes**
 - ii. July 24, 2023 Minutes**
 - b. Check Registers for month of July 2023**

i. General Fund (101):	\$ 71,026.50
ii. Public Safety SAD (205):	\$ 150,400.17
iii. Building Inspections (549):	\$ 17,369.05
iv. Water and Sewer (590 & 591):	\$ <u>338,696.06</u>

TOTAL OF ALL FUNDS: \$577,491.78

c. Treasurer's June 2023 Financial Report

12. New Business

- a. **Consider** ~ Five-year extension AT&T Metro Act Right of Way
- b. **Consider** ~ Purchase of new air handler
- c. **Consider** ~ Updated Fireworks ordinance – 1st read
- d. **Consider** ~ Renewal of lease with Kent County Sheriff Department
- e. **Consider** ~ Blain Cemetery Expansion
- f. **Consider** ~ Set public hearing date for 2024 Public Safety Special Assessment
- g. **Consider** ~ 3316 68th & 7307 Hammond Ave – Tentative Preliminary Plat Amendment for Thornapple Farms
- h. **Consider** ~ 1801 Marketplace Drive – Marketplace PUD Amendment 1st Read
- i. **Consider** ~ Office Service-Neighborhood Commercial Zoning Text Amendment – 1st Read
- j. **Consider** ~ Purchase of tabulator
- k. **Consider** ~ Proposed change in record keeper of the Township 401(a) and 457(b) Retirement Plans
- l. **Consider** ~ Placement of new light pole at the intersection of Coleman and Eastern
- m. **Consider** ~ Road Closure Request
- n. **Consider** ~ Personnel Committee's recommendation

13. Public Comments ~ *On any topic (comments limited to 3 minutes per speaker)*

14. Manager's Comments

15. Supervisors Comments

16. Trustee Comments

NEXT SCHEDULED BOARD OF TRUSTEES MEETING: August 28, 2023 5:30PM

September 11, 2023 7:00PM

ANY INTERESTED PERSONS ARE INVITED TO ATTEND AND PARTICIPATE IN ALL TOWNSHIP BOARD OF TRUSTEE MEETINGS. PERSONS WITH DISABILITIES NEEDING ANYT SPECIAL ACCOMMODATIONS SHOULD CONTACT THE TOWNSHIP OFFICES ONE WEEK PRIOR TO THE MEETING TO REQUEST MOBILITY, VISUAL OR ANY OTHER ASSISTANCE.

****Preliminary Agenda – Subject to Change****

The contents of supporting documents (such as text, graphics, images, information, and references) are created and supplied by the author.



Revenue Breakdown Report

Page: 1 of 24

08/01/2023

Filter: All Records, Transaction.DateToPostOn Between 7/1/2023 12:00:00 AM AND 7/31/2023 11:59:59 PM

Unit Totals		
Unit Name	Records	Revenue
	181	32,710.50
TOTAL	181	32,710.50

Record Type Totals		
Unit:	Records	Revenue
Permit	181	32,710.50
UNIT TOTAL:	181	32,710.50

Record Type Breakdowns		
Unit:		
Record Type: Permit	Records	Revenue
Air Conditioning Replacement	3	330.00
Building	20	12,376.00
Deck	8	1,080.00
Electrical	43	5,395.00
Furnace Replacement	1	130.00
Irrigation Meter	4	355.00
Mechanical	63	8,241.50
Plumbing	23	3,333.00
Residential Roofing	13	1,170.00
Swimming Pool	1	130.00
Water Heater Replacement	2	170.00
TOTAL:	181	32,710.50

Monthly Call Volume Year over Year

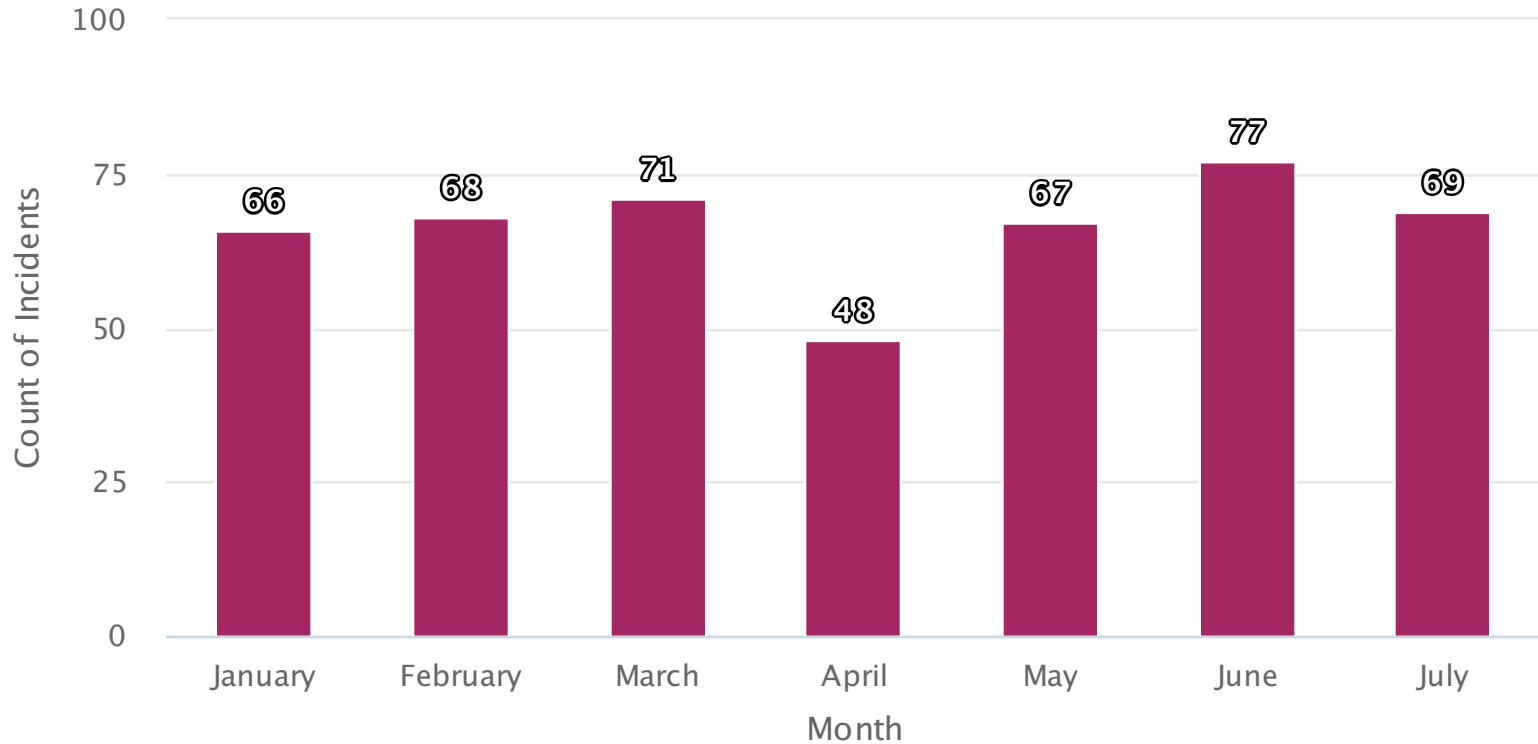
Jan 01, 2022 12:00 AM to Aug 09, 2023 04:48 PM



	2023		2022		
Month Name	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	YTD % Change
January	66	14%	72	16%	-8.33%
February	68	14%	67	15%	1.49%
March	71	15%	62	14%	14.52%
April	48	10%	42	9%	14.29%
May	67	14%	68	15%	-1.47%
June	77	16%	53	12%	45.28%
July	69	14%	71	16%	-2.82%
August	14	3%	16	4%	-12.50%
Grand Total	480	100%	451	100%	6.43%

Incidents by Month

Jan 01, 2023 to Jul 31, 2023



● 2023

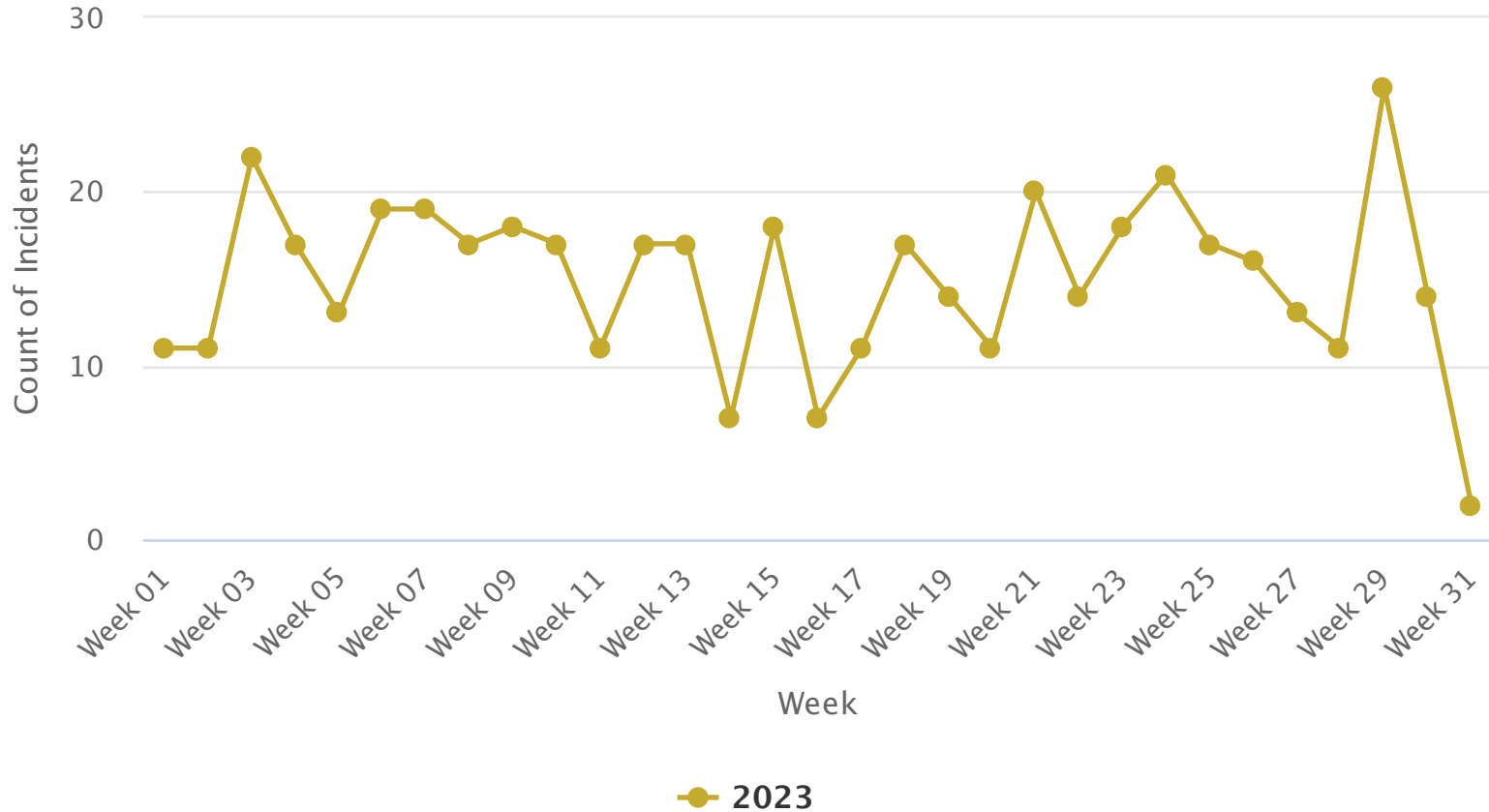
Incidents by Category and Month

Jan 01, 2022 12:00 AM to Aug 09, 2023 04:46 PM

Incident Type Category	2023								2023		2022		YTD % Change
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
1 - Fire	3	2	1	1	8	7	5	1	28	6%	29	6%	-3.45%
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	0	1	0	0	0	0	0	0	1	0%	2	0%	-50%
3 - Rescue & Emergency Medical Service Incident	39	46	54	33	42	45	39	8	306	64%	296	66%	3.38%
4 - Hazardous Condition (No Fire)	1	4	1	2	1	2	0	2	13	3%	6	1%	116.67%
5 - Service Call	4	3	5	2	3	4	3	1	25	5%	24	5%	4.17%
6 - Good Intent Call	10	6	7	7	5	9	10	1	55	11%	55	12%	0%
7 - False Alarm & False Call	9	6	3	3	8	10	12	0	51	11%	36	8%	41.67%
8 - Severe Weather & Natural Disaster	0	0	0	0	0	0	0	0	0	0%	1	0%	-100%
9 - Special Incident Type	0	0	0	0	0	0	0	0	0	0%	2	0%	-100%
Grand Total	66	68	71	48	67	77	69	13	479	100%	451	100%	6.21%

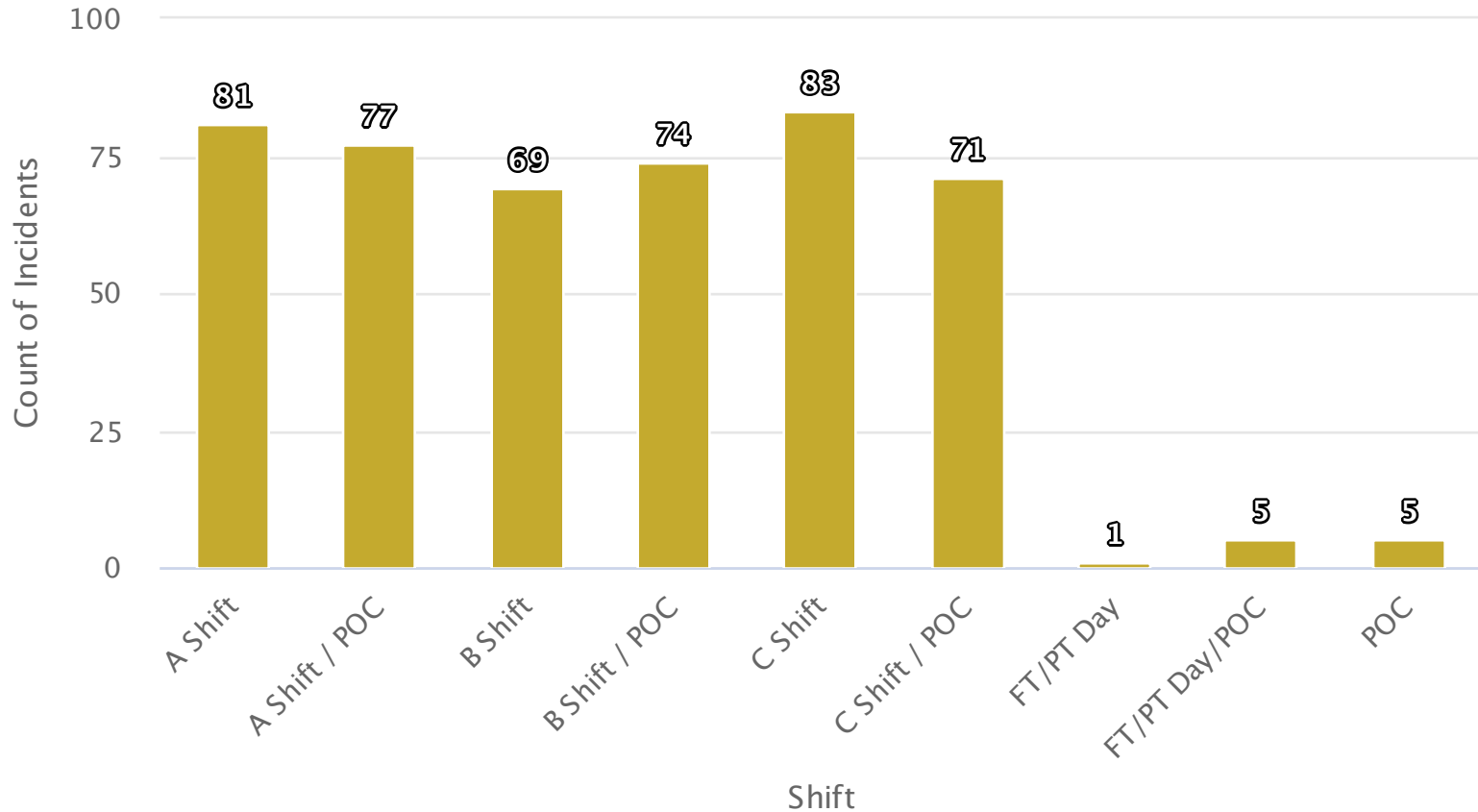
Fire Call Volume by Week

Jan 01, 2023 to Jul 31, 2023



Incidents by Shift

Jan 01, 2023 to Jul 31, 2023



Incidents by Day and Hour

Jan 01, 2023 to Jul 31, 2023

Day of Week	Hour of Day																							
	0000	0200	0400	0600	0800	1000	1200	1400	1600	1800	2000	2200	0000	0200	0400	0600	0800	1000	1200	1400	1600	1800	2000	2200
Sunday	3	2	1	0	0	3	0	1	3	5	4	0	1	5	2	6	4	6	3	6	3	2	2	1
Monday	0	1	4	0	0	0	3	2	4	2	2	4	4	2	6	2	3	6	4	1	1	5	2	0
Tuesday	1	1	2	1	1	0	3	2	0	4	3	4	5	5	2	3	4	1	2	7	1	2	4	2
Wednesday	1	1	2	1	1	0	0	2	5	6	8	4	4	8	3	4	3	2	3	6	4	2	2	4
Thursday	3	2	1	1	0	1	0	2	5	2	2	6	4	2	4	7	1	8	5	5	2	3	3	3
Friday	1	2	1	2	0	1	1	2	5	5	2	6	3	2	5	4	6	3	3	3	2	4	5	1
Saturday	1	3	1	0	0	2	1	1	4	4	3	1	4	5	1	4	3	7	4	8	6	2	2	1

Aid Given and Received Summary

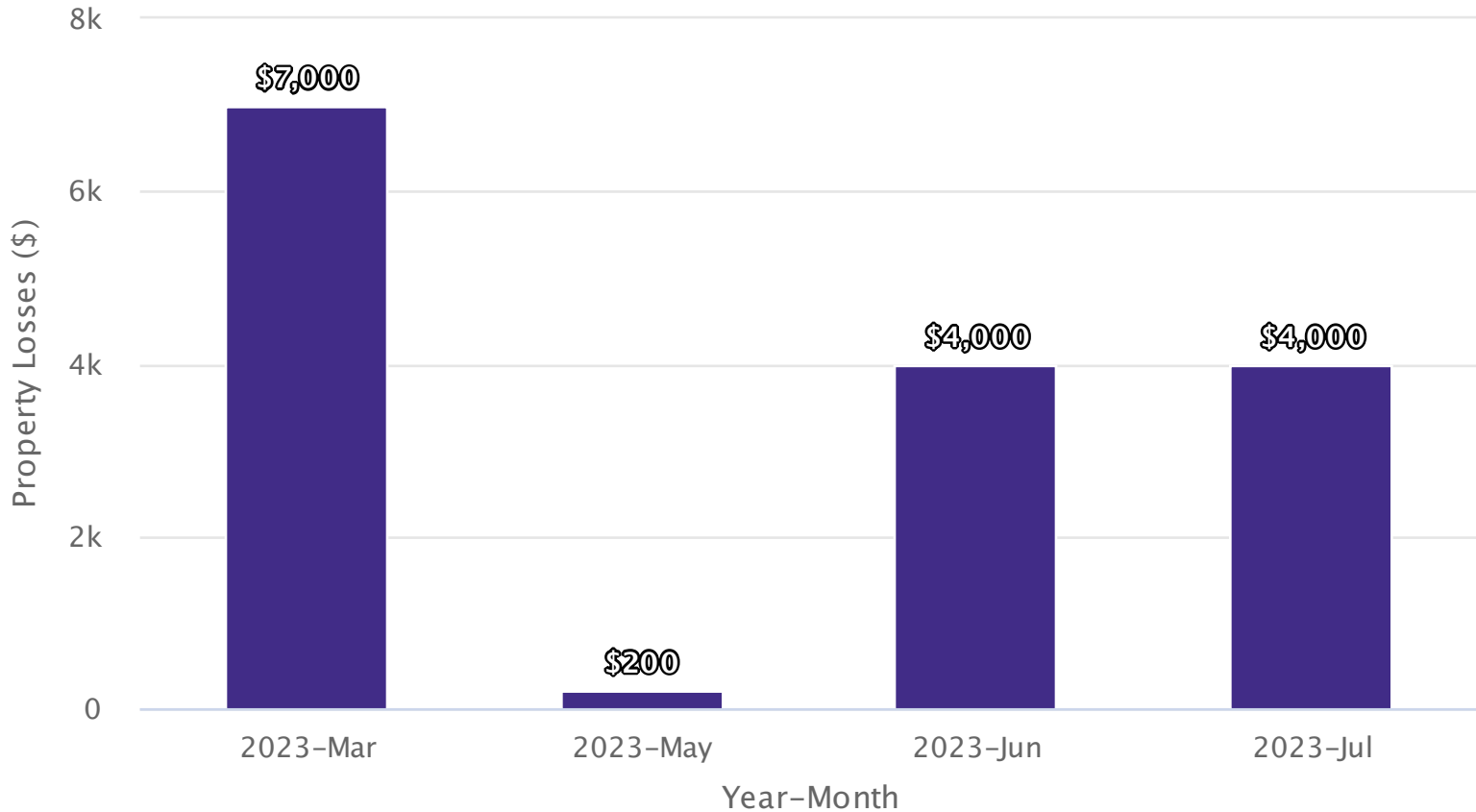
Jan 01, 2023 to Jul 31, 2023



Fire Department	Automatic Aid Given	% of Total Automatic Aid Given	Automatic Aid Received	% of Total Automatic Aid Received	Mutual Aid Given	% of Total Mutual Aid Given	Mutual Aid Received	% of Total Mutual Aid Received
Byron Township Fire Department	0	0%	0	0%	2	0%	0	0%
Caledonia Township Fire Department	1	0%	1	0%	1	0%	5	0%
Cascade Township Fire Department	1	0%	0	0%	0	0%	0	0%
City of Kentwood Fire Department	8	0%	4	0%	1	0%	2	0%
Cutlerville Fire Department	10	0%	5	0%	51	0%	1	0%
Leighton Township Fire Department	1	0%	0	0%	0	0%	0	0%
Overall	21	100%	10	100%	55	100%	8	100%

Property Losses by Month

Jan 01, 2023 to Jul 31, 2023



Property Loss Incidents (Top 20)

Jan 01, 2023 to Jul 31, 2023

Agency Name	Incident Date Time	Incident Number	Property Use	Street Number	Street Name	City	State	Postal Code	Property Pre-Incident Value	Property Loss
Dutton Fire Department	3/16/2023 11:12 PM	DUF-0000173-2023	Highway or divided highway	(blank)	M-6	Caledonia	MI	49316	\$7,000	\$7,000
Dutton Fire Department	6/29/2023 3:20 PM	DUF-0000399-2023	1 or 2 family dwelling	6658	MILL	Caledonia	MI	49316	\$75,000	\$4,000
Dutton Fire Department	7/25/2023 2:50 AM	DUF-0000458-2023	1 or 2 family dwelling	2120	CRYSTALSTONE	Caledonia	MI	49316	\$340,000	\$4,000
Dutton Fire Department	5/8/2023 6:45 AM	DUF-0000275-2023	Residential street, road or residential driveway	3300	MILLPOND	Caledonia	MI	49316	(blank)	\$200

Monthly Call Volume Year over Year

Jan 01, 2022 12:00 AM to Aug 09, 2023 04:36 PM



	2023		2022		
Month Name	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	YTD % Change
January	184	13%	166	13%	10.84%
February	161	12%	174	13%	-7.47%
March	192	14%	164	13%	17.07%
April	168	12%	180	14%	-6.67%
May	205	15%	216	17%	-5.09%
June	209	15%	176	14%	18.75%
July	225	16%	181	14%	24.31%
August	56	4%	44	3%	27.27%
Grand Total	1,400	100%	1,301	100%	7.61%

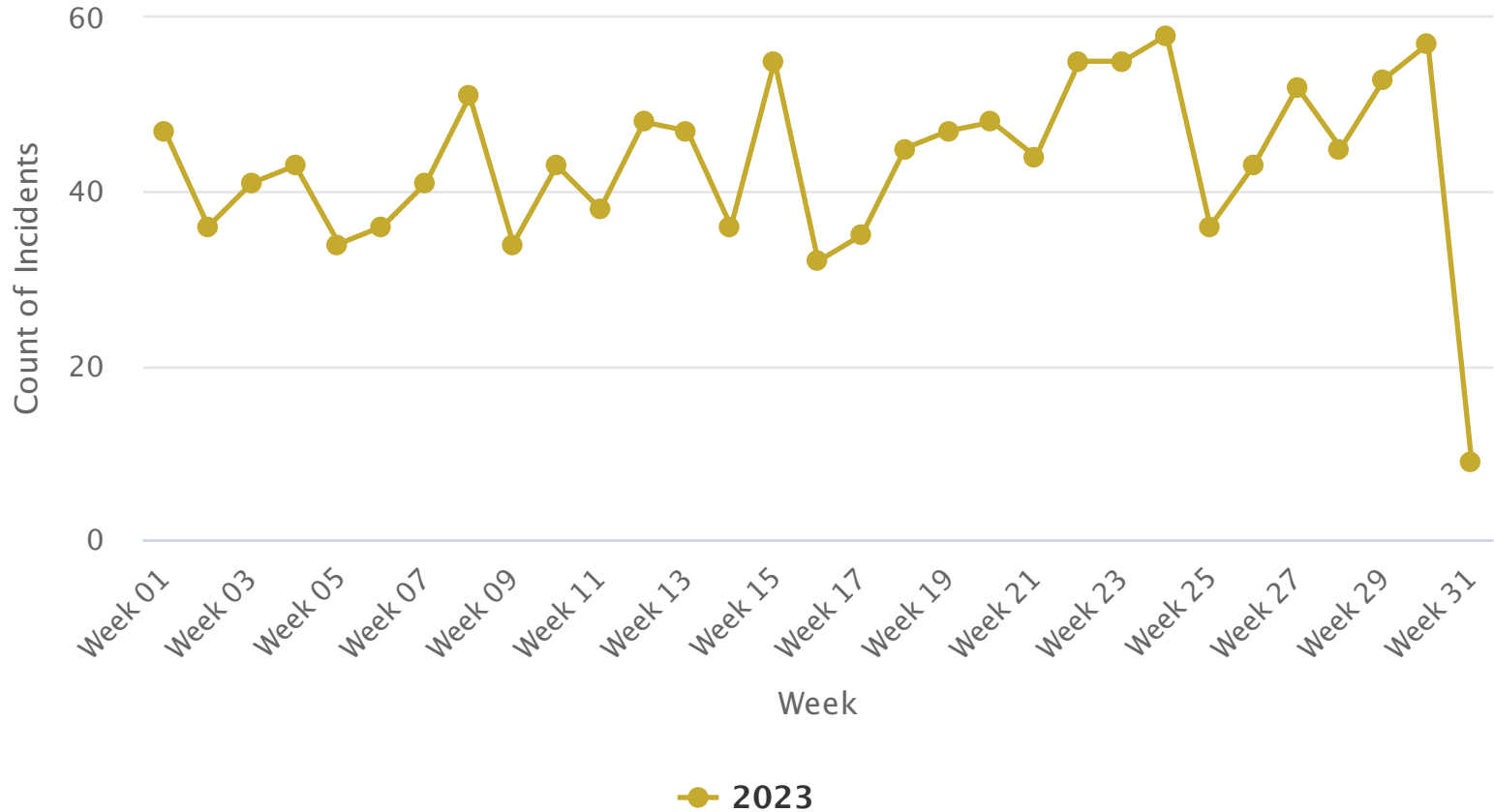
Incidents by Category and Month

Jan 01, 2022 12:00 AM to Aug 09, 2023 04:33 PM

	2023								2023		2022		
Incident Type Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	YTD % Change
1 - Fire	3	9	2	3	9	15	9	1	51	4%	69	5%	-26.09%
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	0	1	0	0	1	0	0	0	2	0%	1	0%	100%
3 - Rescue & Emergency Medical Service Incident	128	115	141	127	149	145	164	37	1,006	72%	957	74%	5.12%
4 - Hazardous Condition (No Fire)	2	4	1	3	7	2	7	4	30	2%	26	2%	15.38%
5 - Service Call	4	1	2	2	2	10	2	0	23	2%	39	3%	-41.03%
6 - Good Intent Call	27	12	24	21	22	18	15	7	146	10%	100	8%	46%
7 - False Alarm & False Call	17	16	20	10	9	15	25	6	118	8%	106	8%	11.32%
8 - Severe Weather & Natural Disaster	0	0	0	0	0	0	0	0	0	0%	3	0%	-100%
9 - Special Incident Type	3	3	2	2	6	4	3	1	24	2%	0	0%	N/A
Grand Total	184	161	192	168	205	209	225	56	1,400	100%	1,301	100%	7.61%

Fire Call Volume by Week

Jan 01, 2023 to Jul 31, 2023



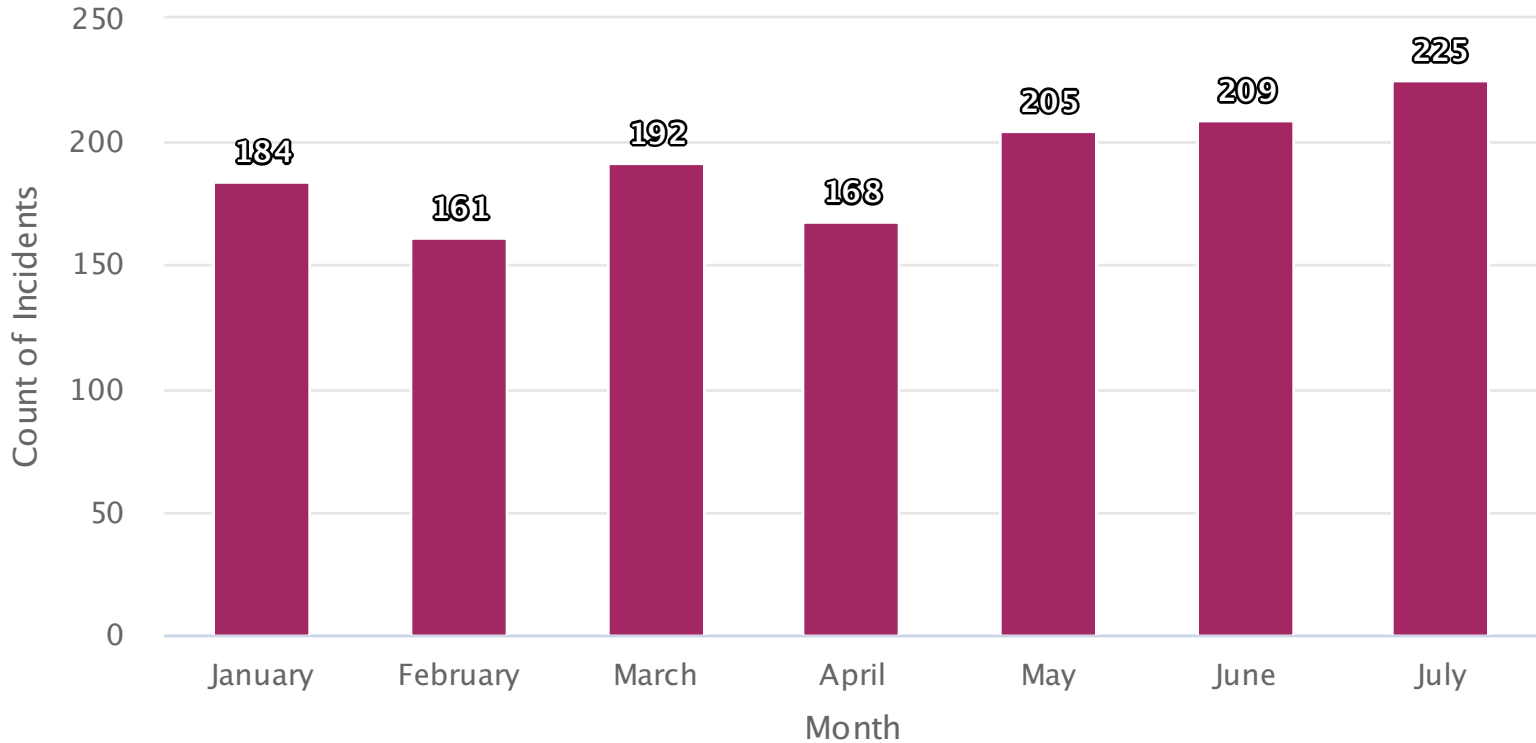
Incidents by Day and Hour

Jan 01, 2023 to Jul 31, 2023

Day of Week	Sunday	10	9	7	4	2	4	3	7	6	10	12	5	8	13	8	9	9	13	10	11	10	6	7	2
	Monday	4	4	10	1	3	5	5	7	11	6	10	15	14	6	12	9	7	17	12	9	10	9	5	6
	Tuesday	6	3	7	5	3	3	4	5	7	9	14	6	9	12	5	8	19	8	8	16	9	10	4	7
	Wednesday	5	4	2	6	2	6	4	9	9	12	11	13	12	11	7	12	8	8	8	13	9	13	10	4
	Thursday	5	6	6	2	5	2	5	7	8	7	11	14	12	12	15	14	12	14	9	7	9	6	9	8
	Friday	8	3	1	5	6	3	6	6	11	4	12	11	11	14	17	9	12	14	3	7	11	5	5	7
	Saturday	4	10	6	3	4	4	4	6	5	8	10	10	7	15	6	8	7	8	11	10	11	7	10	7
			0000	0200	0400	0600	0800	1000	1200	1400	1600	1800	2000	2200											
Hour of Day																									

Incidents by Month

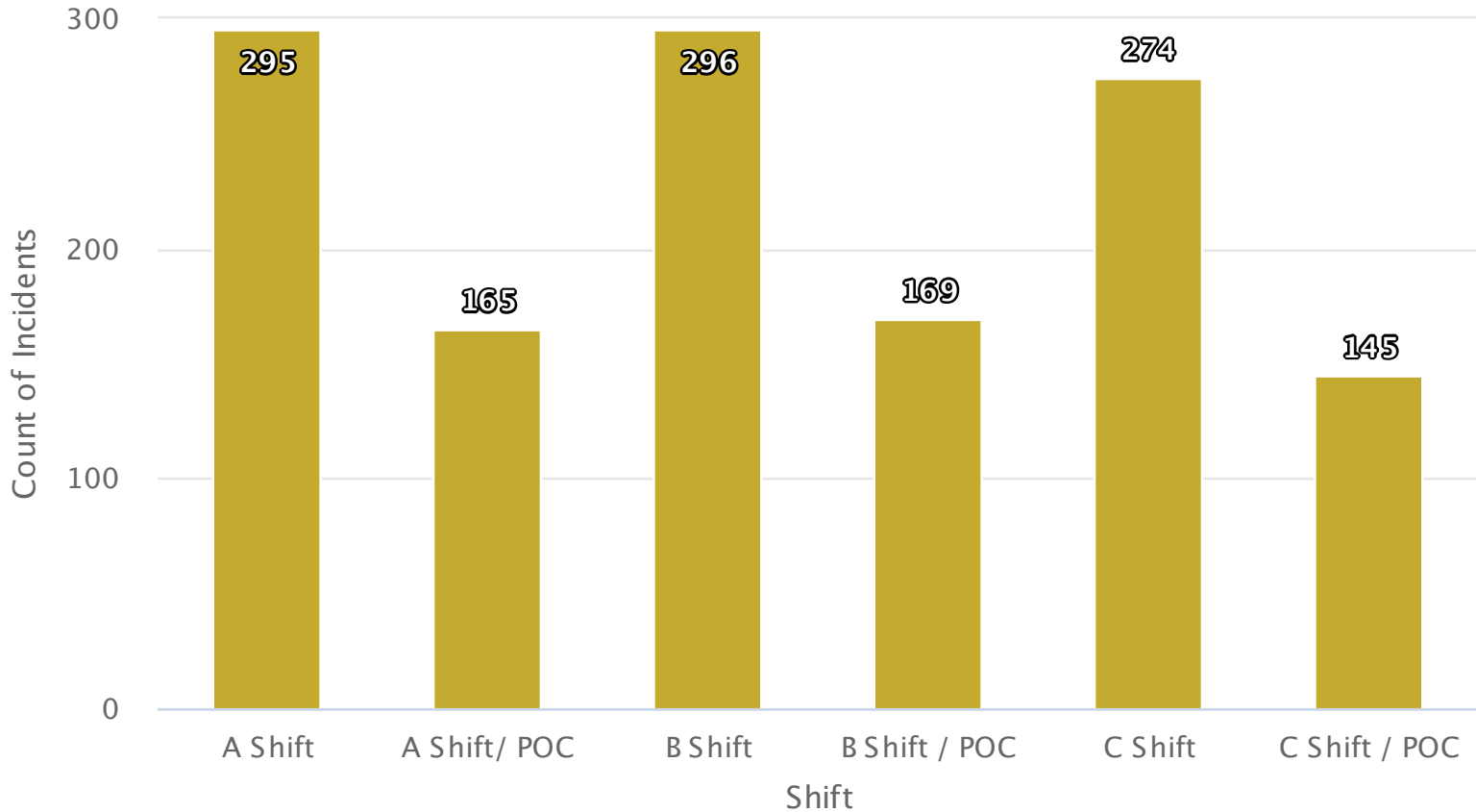
Jan 01, 2023 to Jul 31, 2023



● 2023

Incidents by Shift

Jan 01, 2023 to Jul 31, 2023



Aid Given and Received Summary

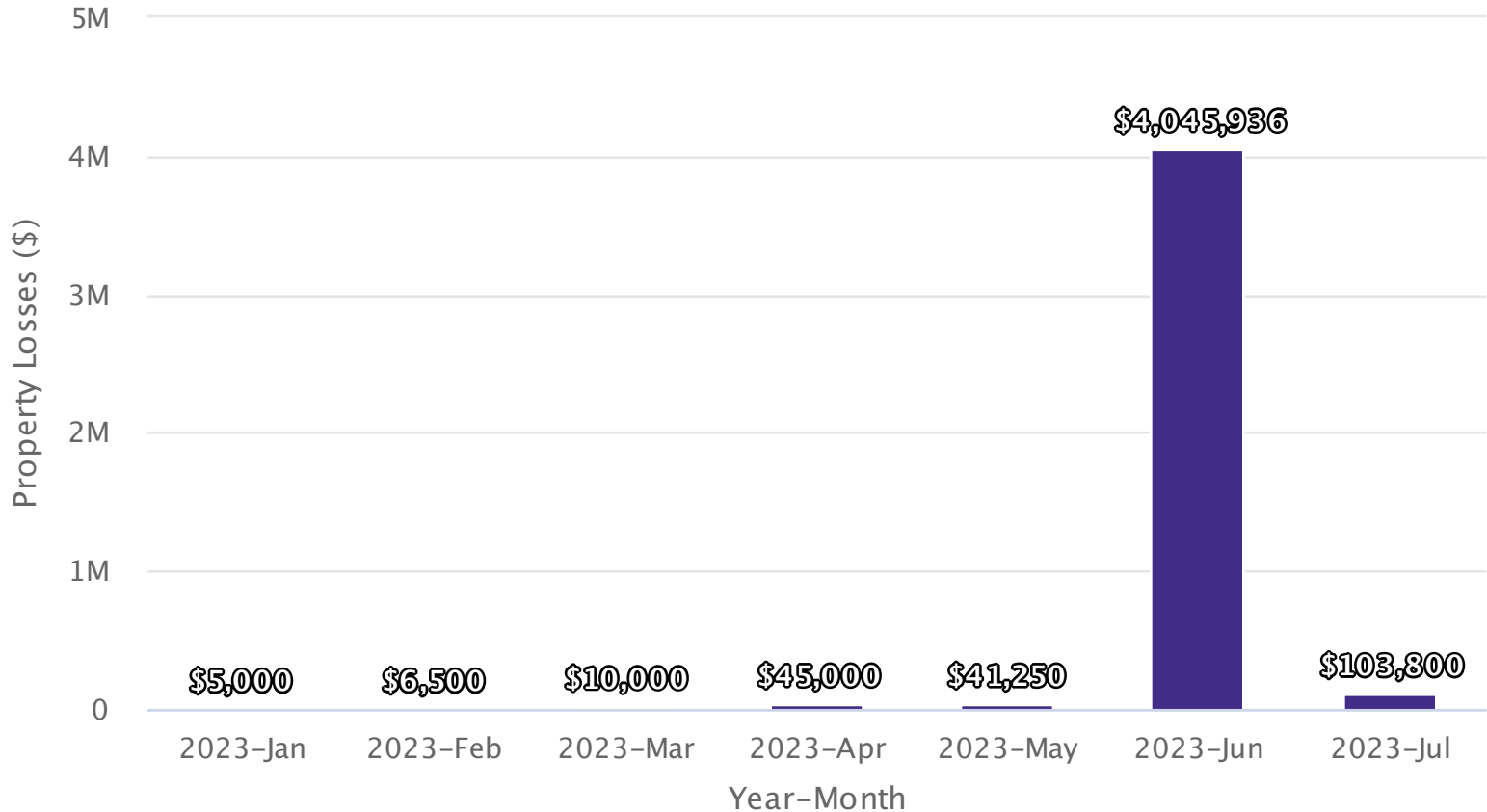


Jan 01, 2023 to Jul 31, 2023

Fire Department	Automatic Aid Given	% of Total Automatic Aid Given	Automatic Aid Received	% of Total Automatic Aid Received	Mutual Aid Given	% of Total Mutual Aid Given	Mutual Aid Received	% of Total Mutual Aid Received
Byron Township Fire Department	4	0%	7	0%	3	0%	19	0%
City of Kentwood Fire Department	13	0%	15	0%	3	0%	2	0%
City of Wyoming Fire Department	2	0%	9	0%	3	0%	0	0%
Dutton Fire Department	5	0%	10	0%	1	0%	47	0%
Overall	24	100%	41	100%	10	100%	68	100%

Property Losses by Month

Jan 01, 2023 to Jul 31, 2023



Property Loss Incidents (Top 20)

Jan 01, 2023 to Jul 31, 2023

Agency Name	Incident Date Time	Incident Number	Property Use	Street Number	Street Name	City	State	Postal Code	Property Pre-Incident Value	Property Loss
Cutlerville Fire Department	6/8/2023 11:41 PM	CUF-0000995-2023	Multifamily dwelling	7167	Marshwood	Byron Center	MI	49315	\$4,651,554	\$3,857,836
Cutlerville Fire Department	6/4/2023 2:13 PM	CUF-0000964-2023	1 or 2 family dwelling	372	60TH	Grand Rapids	MI	49548	\$238,041	\$180,000
Cutlerville Fire Department	7/17/2023 2:04 AM	CUF-0001261-2023	Vehicle parking area	10491	DIVISION	Byron Center	MI	49315	\$100,000	\$75,000
Cutlerville Fire Department	4/14/2023 8:24 PM	CUF-0000639-2023	1 or 2 family dwelling	6100	Skipton	Grand Rapids	MI	49548	\$90,000	\$45,000
Cutlerville Fire Department	5/28/2023 10:30 PM	CUF-0000911-2023	1 or 2 family dwelling	101	Centerbrook	Grand Rapids	MI	49548	\$65,000	\$40,000
Cutlerville Fire Department	7/10/2023 12:24 AM	CUF-0001214-2023	Highway or divided highway	(blank)	US-131	Byron Center	MI	49315	\$14,000	\$14,000
Cutlerville Fire Department	3/20/2023 9:11 PM	CUF-0000464-2023	1 or 2 family dwelling	184	Wallasey	Grand Rapids	MI	49548	\$50,000	\$10,000
Cutlerville Fire Department	7/4/2023 9:37 PM	CUF-0001185-2023	Residential street, road or residential driveway	95	Parkbrook	Grand Rapids	MI	49548	\$10,000	\$9,000
Cutlerville Fire Department	6/2/2023 9:43 AM	CUF-0000940-2023	Residential street, road or residential driveway	72	100TH	Byron Center	MI	49315	\$5,600	\$5,600
Cutlerville Fire Department	7/20/2023 1:59 AM	CUF-0001283-2023	Highway or divided highway	(blank)	M-6	Byron Center	MI	49315	\$5,300	\$5,300
Cutlerville Fire Department	1/12/2023 6:21 AM	CUF-0000080-2023	Highway or divided highway	(blank)	US 131	Grand Rapids	MI	49548	\$5,500	\$5,000
Cutlerville Fire Department	2/12/2023 3:34 PM	CUF-0000250-2023	Vehicle parking area	7295	Clyde Park	Byron Center	MI	49315	\$5,000	\$5,000
Cutlerville Fire Department	2/27/2023 12:52 PM	CUF-0000347-2023	Vehicle parking area	6026	Woodfield	Grand Rapids	MI	49548	\$3,500	\$1,500
Cutlerville Fire Department	6/22/2023 2:03 PM	CUF-0001100-2023	Vehicle parking area	6240	WOODFIELD	Grand Rapids	MI	49548	\$1,500	\$1,500
Cutlerville Fire Department	5/3/2023 9:39 PM	CUF-0000743-2023	Alcohol or substance abuse recovery center	160	68th	Grand Rapids	MI	49548	\$350,000	\$1,000
Cutlerville Fire Department	6/20/2023 3:38 AM	CUF-0001093-2023	1 or 2 family dwelling	6944	Christmas	Grand Rapids	MI	49548	\$25,000	\$800
Cutlerville Fire Department	7/12/2023 11:15 AM	CUF-0001233-2023	1 or 2 family dwelling	633	THOROUGHbred	Byron Center	MI	49315	\$256,400	\$500
Cutlerville Fire Department	5/17/2023 8:52 PM	CUF-0000827-2023	Open land or field	148	72ND	Grand Rapids	MI	49548	\$200	\$200
Cutlerville Fire Department	6/14/2023 4:44 PM	CUF-0001049-2023	Vehicle parking area	688	PRESERVE CIRCLE	Grand Rapids	MI	49548	\$2,000	\$200
Cutlerville Fire Department	5/10/2023 12:30 PM	CUF-0000782-2023	Open land or field	(blank)	DIVISION	Grand Rapids	MI	49548	\$50	\$50



JULY 2023 GAINES TOWNSHIP CP REPORT

Michelle LaJoye-Young
SHERIFF

COMPLETED

- Took part in the Crystal Springs Little Firecracker 4th of July parade
- Investigated a parking issue at 141 68th St for Rod
- Investigated an abandoned vehicle issue 6000blk of Kalamazoo for Rod
- Dropped the speed trailer off in Preservation lakes
- Investigated another parking issue at Amazon with the trucks on Rapids Dr
- Had Intoxilyzer 9000 training (new breath test machine Michigan has for drunk drivers)
- Looked into a firework issue Eastern / 60th St
- Dealt with a zoning issue at Matrix Auto on S Division
- Investigated an ordinance issue at 97 Roth St
- Held the quarterly Stevens Pointe Neighborhood meeting (Rob and Laurie attended)
- Responded to a rollover crash at Patterson and 108th St
- Trained Davenport University Public Safety officers in Stop the Bleed
- Brought the speed trailer to Dutton Trails SE
- Dealt with a parole absconder at Jimmy Johns
- Assisted road patrol deputies with a stolen utility trailer in Woodfield Apartments
- Attended a community event at Dutton URC
- Responded to Creekside park for a homeless subject issue
- Visited with an elderly resident on 92nd St
- Conducted bicycle trail patrol along the M6 trail with the Byron CP officer
- Brought the speed trailer to Stevens Pointe
- Assisted on an ongoing barking dog issue on Green Meadow

- Attended the Department head meeting
- Investigated a noise complaint on Cooks Corners
- Worked some on our middle school Shop with a Sheriff that's coming up August 24th
- Worked many hours on this year's National Night Out and got it to completion

ONGOING / UPCOMING

- National Night Out
- Meeting with social services and a child on Green Meadow
- Attend movie in the park here at the Township
- Attend a community day at Friendship CRC
- Attend the middle school Shop w a Sheriff

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR 7:00 PM MEETING
July 10, 2023**

Present: Supervisor DeWard, Clerk Brew, Treasurer Lemke, Trustees Fryling, Terpstra

Absent with notice: Haagsma, Vander Stel

Opening prayer was given by Board Member Terpstra and the Pledge of Allegiance was recited

1. The meeting was called to order at 7:01 p.m. by Board Member DeWard

2. Question of Conflict of Interest

None

3. Review of the Consent Agenda.

No items were removed.

4. Meeting Agenda

Motion by Board Member Lemke and seconded by Board Member Terpstra to approve the proposed agenda.

VOICE VOTE: 5 Aye. 0 Nay. Motion carried on voice vote.

5. Communications ~ Non-action Informational Items

- a) June 2023 Building Department Revenue Report
- b) June 2023 Dutton Fire Report
- c) June 2023 Cutlerville Fire Report
- d) June 2023 Community Police Officer's Report

6. Scheduled Speakers

- a) KDL's annual Township update

Shirley Bruursema, Lance Werner, and Kiosha Jeltema updated the board on activities at the Gaines Township branch including future programs.

7. Recognition of Individuals and/or Delegations for agenda and non-agenda items.

One resident spoke on a desire to see the library building further remodeled and expanded.

8. Public Hearings

- a) Hoffman Meadows Streetlighting Special Assessment District (SAD) – regarding roll

Motion by Board Member Lemke and seconded by Board Member Terpstra to open the public hearing on the Hoffman Meadows Streetlighting SAD roll.

VOICE VOTE: 5 Aye. 0 Nay. Motion carried on voice vote.

No one spoke

Motion by Board Member Lemke and seconded by Board Member Terpstra to close the public hearing on the Hoffman Meadows Streetlighting SAD roll.

VOICE VOTE: 5 Aye. 0 Nay. Motion carried on voice vote.

b) Hoffman Meadows Streetlighting SAD – establishing district

Motion by Board Member Terpstra and seconded by Board Member Fryling to open the public hearing on establishing the Hoffman Meadows Streetlighting SAD.

VOICE VOTE: 5 Aye. 0 Nay. Motion carried on voice vote.

No one spoke

Motion by Board Member Lemke and seconded by Board Member Fryling to close the public hearing on establishing the Hoffman Meadows Streetlighting SAD.

VOICE VOTE: 5 Aye. 0 Nay. Motion carried on voice vote.

c) 10287 Kalamazoo – StoneCo Planned Unit Development (PUD) Rezone

Motion by Board Member Terpstra and seconded by Board Member Lemke to open the public hearing on the StoneCo PUD Rezoning request.

VOICE VOTE: 5 Aye. 0 Nay. Motion carried on voice vote.

No one spoke

Motion by Board Member Terpstra and seconded by Board Member Fryling to close the public hearing on the StoneCo PUD Rezoning request.

VOICE VOTE: 5 Aye. 0 Nay. Motion carried on voice vote.

d) 1200 60th Street Rezone from O-S to R-3

Motion by Board Member Terpstra and seconded by Board Member Fryling to open the public hearing on the 1200 60th Rezoning request.

VOICE VOTE: 5 Aye. 0 Nay. Motion carried on voice vote.

Five residents spoke in opposition to the development and changing the zoning designation. One resident spoke in favor of changing the zoning designation. The developer spoke to the resident's concerns.

Motion by Board Member Terpstra and seconded by Board Member Lemke to close the public hearing on the 1200 60th Rezoning request.

VOICE VOTE: 5 Aye. 0 Nay. Motion carried on voice vote.

e) Extension of RL-10 Moratorium

Motion by Board Member Lemke and seconded by Board Member Terpstra to open the public hearing on the RL-10 Moratorium Extension request.

VOICE VOTE: 5 Aye. 0 Nay. Motion carried on voice vote.

No one spoke

Motion by Board Member Lemke and seconded by Board Member Terpstra to close the public hearing on the RL-10 Moratorium Extension request.

VOICE VOTE: 5 Aye. 0 Nay. Motion carried on voice vote.

9. Approval of the Consent Agenda

Motion by Board Member Terpstra and seconded by Board Member Lemke to approve the Consent Agenda including the June 12, 2023 and June 26, 2023 Township Board Meetings minutes; General Fund expenditures from 06/01/2023 through 06/30/2023 totaling \$127,244.60; Public Safety Special Assessment District expenditures totaling \$60,259.95; Building Inspections totaling \$8,862.41; Water and Sewer Fund expenditures totaling \$491,568.88; and Treasurer Financial Report

ROLL CALL VOTE: Board Member Terpstra - yes, Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes. Motion carried.

10. New Business

A. Establish Hoffman Meadows Streetlighting SAD

Motion by Board Member Lemke and seconded by Board Member Terpstra to approve the Establishment of the Hoffman Meadows Streetlighting SAD.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Terpstra - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Fryling - yes. Motion carried.

B. 10287 Kalamazoo – StoneCo PUD Rezone

Motion by Board Member Lemke and seconded by Board Member Terpstra to adopt the ordinance for the 10287 Kalamazoo – StoneCo PUD Rezone.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member Fryling – yes, Board Member DeWard - yes. Motion carried.

Motion by Board Member Lemke and seconded by Board Member Terpstra to adopt the resolution for the 10287 Kalamazoo – StoneCo PUD Rezone.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Terpstra - yes, Board Member Fryling - no, Board Member DeWard - yes, Board Member Brew - yes. Motion carried.

C. 1200 60th Street Rezone from O-S to R-3

Motion by Board Member Terpstra and seconded by Board Member Lemke to adopt the ordinance for the 1200 60th Rezone.

ROLL CALL VOTE: Board Member Terpstra - yes, Board Member Lemke - yes, Board Member Fryling - no, Board Member DeWard - yes, Board Member Brew - no. Motion carried.

Motion by Board Member Lemke and seconded by Board Member Fryling to adopt the Conditional Agreement for the 1200 60th Conditional Rezone.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Fryling - no, Board Member DeWard - yes, Board Member Brew – no, Board Member Terpstra - yes. Motion carried.

D. Extension of R-10 Moratorium

Motion by Board Member Terpstra and seconded by Board Member Lemke to approve the ordinance to extend the RL-10 Moratorium for three months.

ROLL CALL VOTE: Board Member Terpstra - yes, Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes. Motion carried.

E. Resolution supporting the City of Hastings request to be removed from the Grand Valley Metro Council

Motion by Board Member Lemke and seconded by Board Member Terpstra to adopt the Resolution supporting the City of Hastings request to be removed from the Grand Valley Metro Council.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Terpstra - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes. Motion carried.

11. Public Comments

No one spoke.

12. Comments & Discussion

a) Manager's Comments

Expanding the current library building would benefit the community.

Appeal to the board to join sub-committees drafting the ordinance changes to reflect the Master Plan.

b) Supervisor's Comments

None

c) Trustee Comments

Discussion about the SWITCH expansion.

Round-about completion update.

Eastern Avenue road improvements between 76th Street and 68th Street went very well. 76th to 84th is becoming very rough.

Movies In The Park is scheduled for August 4th, 2023. A need to make sure the lights stay off.

13. Adjournment

Motion by Board Member Terpstra and seconded by Board Member Lemke to adjourn the meeting at 08:38 p.m.

VOICE VOTE: 5 Aye. 0 Nay. Motion carried on voice vote.

Michael Brew, Clerk

Robert DeWard, Supervisor

DRAFT

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR 5:30 PM MEETING
July 24, 2023**

Present: Supervisor DeWard, Clerk Brew, Treasurer Lemke, Trustees Fryling, Haagsma, Terpstra, VanderStel

Absent with notice: None

Opening prayer was given by Board Member Brew and the Pledge of Allegiance was recited

1. The meeting was called to order at 5:49 p.m. by Board Member DeWard

2. Question of Conflict of Interest

None

3. Review of the Consent Agenda.

No items were removed.

4. Meeting Agenda

Motion by Board Member Lemke and seconded by Board Member Haagsma to approve the proposed agenda.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

5. Scheduled Speakers.

No one spoke

6. Recognition of Individuals and/or Delegations for agenda and non-agenda items.

No one spoke

7. New Business

A. Presentation by David Jirousek of Horizon Community Planning, on the Gaines Charter Township Zoning Ordinance Update and Audit Report

B. Presentation Questions & Answers

8. Comments & Discussion

None

9. Adjournment

Motion by Board Member Lemke and seconded by Board Member Fryling to adjourn the meeting at 07:42 p.m.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

Michael Brew, Clerk

Robert DeWard, Supervisor

DRAFT

08/01/2023

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 07/01/2023 - 07/31/2023

Check Date	Bank	Check #	Payee	Description	Amount
07/11/2023	GEN 2	32565	123.NET	TOWNSHIP HALL TELECOM	251.50
07/11/2023	GEN 2	32566	ACCIDENT FUND	TWP	1,514.36
07/11/2023	GEN 2	32567#	AMAZON CAPITAL SERVICES	TWP OFFICE REDACTING PENS	19.25
07/11/2023	GEN 2	32567	AMAZON CAPITAL SERVICES	SCISSORS	5.69
				CHECK GEN 2 32567 TOTAL FOR FUND 101:	24.94
07/11/2023	GEN 2	32568#	ARROWASTE INC	TWP OFFICE	129.69
07/11/2023	GEN 2	32568	ARROWASTE INC	BLAIN WASTE	59.64
07/11/2023	GEN 2	32568	ARROWASTE INC	LIBRARY WASTE	76.64
				CHECK GEN 2 32568 TOTAL FOR FUND 101:	265.97
07/11/2023	GEN 2	32571	BUSINESS SYSTEM SOLUTIONS, INC	365 AND EXCHANGE	4,145.68
07/11/2023	GEN 2	32574#	CONSUMERS ENERGY	DIVISION STREETLIGHTS	80.07
07/11/2023	GEN 2	32574	CONSUMERS ENERGY	DIVISION STREET LIGHTS`	82.06
07/11/2023	GEN 2	32574	CONSUMERS ENERGY	DIVISION STREET LIGHTS	74.26
07/11/2023	GEN 2	32574	CONSUMERS ENERGY	BLAIN	36.80
07/11/2023	GEN 2	32574	CONSUMERS ENERGY	BLAIN	30.18
				CHECK GEN 2 32574 TOTAL FOR FUND 101:	303.37
07/11/2023	GEN 2	32575#	EVERETT'S LANDSCAPE MANAGEMENT INC	RETAING WALL ON EASTERN AVENUE	918.76
07/11/2023	GEN 2	32575	EVERETT'S LANDSCAPE MANAGEMENT INC	LAWN MAINTENANCE AND ROUND UP	381.56
07/11/2023	GEN 2	32575	EVERETT'S LANDSCAPE MANAGEMENT INC	PRARIE WOLF PARK LAWN	301.04
				CHECK GEN 2 32575 TOTAL FOR FUND 101:	1,601.36
07/11/2023	GEN 2	32576	FIRST BANKCARD CENTER	CONFERENCE LODGING, MEALS, PARKING, HEATER	152.31

07/11/2023	GEN 2	32576	FIRST BANKCARD CENTER	CONFERENCE LODGING, MEALS, PARKING, HEATER	288.48
07/11/2023	GEN 2	32576	FIRST BANKCARD CENTER	CONFERENCE LODGING, MEALS, PARKING, HEATER	1,987.20
07/11/2023	GEN 2	32576	FIRST BANKCARD CENTER	CONFERENCE LODGING, MEALS, PARKING, HEATER	83.70
				CHECK GEN 2 32576 TOTAL FOR FUND 101:	2,511.69
07/11/2023	GEN 2	32577	FIRST BANKCARD CENTER	KAREN G AND JIM Z EDUCATION FEE	84.00
07/11/2023	GEN 2	32579#	FIRST BANKCARD CENTER	ELECTION KEYS, DIV AVE, LIBRARY	10.60
07/11/2023	GEN 2	32579	FIRST BANKCARD CENTER	ELECTION KEYS, DIV AVE, LIBRARY	32.33
07/11/2023	GEN 2	32579	FIRST BANKCARD CENTER	ELECTION KEYS, DIV AVE, LIBRARY	95.23
				CHECK GEN 2 32579 TOTAL FOR FUND 101:	138.16
07/11/2023	GEN 2	32580	FIRST BANKCARD CENTER	FUEL AND SUPPLIES	282.55
07/11/2023	GEN 2	32581	FIRST BANKCARD CENTER	WATER, PAPER	218.73
07/11/2023	GEN 2	32582#	FIRST BANKCARD CENTER	MOVIE IN THE PARK, INK STAMP, CLEANING CARD	168.96
07/11/2023	GEN 2	32582	FIRST BANKCARD CENTER	MOVIE IN THE PARK, INK STAMP, CLEANING CARD	480.00
				CHECK GEN 2 32582 TOTAL FOR FUND 101:	648.96
07/11/2023	GEN 2	32583	GREATAMERICA FINANCIAL SERVICES	COPIER CONTRACT	917.00
07/11/2023	GEN 2	32584	INTERURBAN TRANSIT PARTNERSHIP	RUAL LINEHAUL SERVICE	2,869.89
07/11/2023	GEN 2	32584	INTERURBAN TRANSIT PARTNERSHIP	RUAL GO BUS SERVICE	583.31
				CHECK GEN 2 32584 TOTAL FOR FUND 101:	3,453.20
07/11/2023	GEN 2	32585#	JACK'S LAWN & SNOWPLOWING, INC	LANDSCAPE CONTRACT BUSH TRIMMING AND WEEI	2,053.57
07/11/2023	GEN 2	32585	JACK'S LAWN & SNOWPLOWING, INC	LANDSCAPE CONTRACT, WEEDING, TRIM BUSHES	666.14
				CHECK GEN 2 32585 TOTAL FOR FUND 101:	2,719.71
07/11/2023	GEN 2	32588	KIM TRIPLETT	CELL AND FLAG MILEAGE	20.96
07/11/2023	GEN 2	32588	KIM TRIPLETT	CELL AND FLAG MILEAGE	25.00
				CHECK GEN 2 32588 TOTAL FOR FUND 101:	45.96

07/11/2023	GEN 2	32590	LAURIE LEMKE	MILEAGE AND LUNCHES	28.29
07/11/2023	GEN 2	32590	LAURIE LEMKE	MILEAGE AND LUNCHES	282.96
				CHECK GEN 2 32590 TOTAL FOR FUND 101:	311.25
07/11/2023	GEN 2	32591	MEDMUTUAL LIFE	LIFE A D & D	433.86
07/11/2023	GEN 2	32592#	MEYERS CLEANING SERVICE INC	TWP OFFICE LIBRARY	1,217.00
07/11/2023	GEN 2	32592	MEYERS CLEANING SERVICE INC	TWP OFFICE LIBRARY	1,156.00
				CHECK GEN 2 32592 TOTAL FOR FUND 101:	2,373.00
07/11/2023	GEN 2	32593	MINER SUPPLY COMPANY	RESTROOM SUPPLIES	290.76
07/11/2023	GEN 2	32596#	ROBERT DEWARD	20232 AND JAN - JUNE 2023 EXPENSES INCLUDING :	290.82
07/11/2023	GEN 2	32596	ROBERT DEWARD	20232 AND JAN - JUNE 2023 EXPENSES INCLUDING :	3.75
07/11/2023	GEN 2	32596	ROBERT DEWARD	20232 AND JAN - JUNE 2023 EXPENSES INCLUDING :	7.98
07/11/2023	GEN 2	32596	ROBERT DEWARD	20232 AND JAN - JUNE 2023 EXPENSES INCLUDING :	26.00
				CHECK GEN 2 32596 TOTAL FOR FUND 101:	328.55
07/11/2023	GEN 2	32597	ROD WEERSING	MILEAGE AND CELL	13.10
07/11/2023	GEN 2	32597	ROD WEERSING	MILEAGE AND CELL	96.29
07/11/2023	GEN 2	32597	ROD WEERSING	MILEAGE AND CELL	28.17
07/11/2023	GEN 2	32597	ROD WEERSING	MILEAGE AND PHONE	64.19
07/11/2023	GEN 2	32597	ROD WEERSING	MILEAGE AND CELL	25.00
07/11/2023	GEN 2	32597	ROD WEERSING	MILEAGE AND CELL	25.00
07/11/2023	GEN 2	32597	ROD WEERSING	MILEAGE AND PHONE	25.00
				CHECK GEN 2 32597 TOTAL FOR FUND 101:	276.75
07/11/2023	GEN 2	32598#	THE SUN AND NEWS	TWP NOTICES	44.80
07/11/2023	GEN 2	32598	THE SUN AND NEWS	TWP NOTICES	735.30
				CHECK GEN 2 32598 TOTAL FOR FUND 101:	780.10
07/11/2023	GEN 2	32599	TUFF TURF MOLEBUSTERS	ROUND UP	230.00

07/11/2023	GEN 2	32600	VAN DYKE CONCRETE	TWP OFFICE CONCRETE REPAIR	575.00
07/21/2023	GEN 2	32603	ACCIDENT FUND	TWP	1,514.36
07/21/2023	GEN 2	32604	ALAYNA VANDERMOLLEN	STAPLES, MEIJER, CEMETERY	25.22
07/21/2023	GEN 2	32605#	AMAZON CAPITAL SERVICES	DEPUTY CLERK CALCULATOR RIBBON	6.99
07/21/2023	GEN 2	32605	AMAZON CAPITAL SERVICES	CLERK 3 RING BINDER	53.37
07/21/2023	GEN 2	32605	AMAZON CAPITAL SERVICES	TRES RUBBER BANDS	35.98
07/21/2023	GEN 2	32605	AMAZON CAPITAL SERVICES	TWP OFFICE COFFEE, COFFEE CUPS, CREAMER, SANI	121.76
07/21/2023	GEN 2	32605	AMAZON CAPITAL SERVICES	BATTERIES	101.98
07/21/2023	GEN 2	32605	AMAZON CAPITAL SERVICES	10 AMERICAN FLAGS	557.80
				CHECK GEN 2 32605 TOTAL FOR FUND 101:	877.88
07/21/2023	GEN 2	32606	AMBER VANDERMOLLEN	KCCA MEETING	93.97
07/21/2023	GEN 2	32606	AMBER VANDERMOLLEN	KCCA MEETING	26.20
				CHECK GEN 2 32606 TOTAL FOR FUND 101:	120.17
07/21/2023	GEN 2	32607#	BLOOM SLUGGETT	EMPLOYEE QUESTION, CALEYDONIOA LLC, LITTS, TH	894.50
07/21/2023	GEN 2	32607	BLOOM SLUGGETT	EMPLOYEE QUESTION, CALEYDONIOA LLC, LITTS, TH	84.00
07/21/2023	GEN 2	32607	BLOOM SLUGGETT	EMPLOYEE QUESTION, CALEYDONIOA LLC, LITTS, TH	1,155.50
				CHECK GEN 2 32607 TOTAL FOR FUND 101:	2,134.00
07/21/2023	GEN 2	32608#	BLUE CROSS HSA	TWP CFD DFD	204.50
07/21/2023	GEN 2	32608	BLUE CROSS HSA	TWP CFD DFD	204.49
07/21/2023	GEN 2	32608	BLUE CROSS HSA	TWP CFD DFD	1,920.74
07/21/2023	GEN 2	32608	BLUE CROSS HSA	TWP CFD DFD	1,445.11
07/21/2023	GEN 2	32608	BLUE CROSS HSA	TWP CFD DFD	3,789.92
07/21/2023	GEN 2	32608	BLUE CROSS HSA	TWP CFD DFD	1,003.47
07/21/2023	GEN 2	32608	BLUE CROSS HSA	TWP CFD DFD	2,151.11
				CHECK GEN 2 32608 TOTAL FOR FUND 101:	10,719.34
07/21/2023	GEN 2	32609#	BS&A SOFTWARE	SUPPORT AND SERVICE FEES	548.00
07/21/2023	GEN 2	32609	BS&A SOFTWARE	SUPPORT AND SERVICE FEES	1,407.75

07/21/2023	GEN 2	32609	BS&A SOFTWARE	SUPPORT AND SERVICE FEES	1,407.75
07/21/2023	GEN 2	32609	BS&A SOFTWARE	SUPPORT AND SERVICE FEES	198.30
				CHECK GEN 2 32609 TOTAL FOR FUND 101:	3,561.80
07/21/2023	GEN 2	32610	BUIST ELECTRIC INC	DIVISION AVENUE LIGHT POLES	822.00
07/21/2023	GEN 2	32610	BUIST ELECTRIC INC	2 POLES DIVISION AVENUE	1,031.00
				CHECK GEN 2 32610 TOTAL FOR FUND 101:	1,853.00
07/21/2023	GEN 2	32612	CINTAS CORPORATION #301	BILL ADJUSTMENT	6.24
07/21/2023	GEN 2	32612	CINTAS CORPORATION #301	TWP BLACK MATS	87.34
				CHECK GEN 2 32612 TOTAL FOR FUND 101:	93.58
07/21/2023	GEN 2	32613	CLARK HILL	FC GRAND RAPIDS MICHIGAN LANDLORD LLC	600.00
07/21/2023	GEN 2	32614#	DELTA DENTAL	TWP CFD DFD	104.66
07/21/2023	GEN 2	32614	DELTA DENTAL	TWP CFD DFD	164.00
07/21/2023	GEN 2	32614	DELTA DENTAL	TWP CFD DFD	278.25
07/21/2023	GEN 2	32614	DELTA DENTAL	TWP CFD DFD	89.55
07/21/2023	GEN 2	32614	DELTA DENTAL	TWP CFD DFD	268.30
07/21/2023	GEN 2	32614	DELTA DENTAL	TWP CFD DFD	79.60
07/21/2023	GEN 2	32614	DELTA DENTAL	TWP CFD DFD	39.80
07/21/2023	GEN 2	32614	DELTA DENTAL	TWP CFD DFD	173.95
				CHECK GEN 2 32614 TOTAL FOR FUND 101:	1,198.11
07/21/2023	GEN 2	32615#	DJ'S LANDSCAPE MANAGEMENT	TWP OFFICE	2,163.88
07/21/2023	GEN 2	32615	DJ'S LANDSCAPE MANAGEMENT	LIBRARY	181.50
				CHECK GEN 2 32615 TOTAL FOR FUND 101:	2,345.38
07/21/2023	GEN 2	32616	FIRST UNUM LIFE INSURANCE COMPANY	TWP LONG TERM SHORT TERM	1,323.41
07/21/2023	GEN 2	32617	GORDON WATER	TWP OFFICE	56.19
07/21/2023	GEN 2	32618	HORIZON COMMUNITY PLANNING LLC	ZONING UPDATE PROJECT	1,406.25

07/21/2023	GEN 2	32619	JND SNOWPLOWING INC	TWP OFFICE	2,142.86
07/21/2023	GEN 2	32620#	KENT COMMUNICATIONS INC	TAX BILLS`	532.00
07/21/2023	GEN 2	32620	KENT COMMUNICATIONS INC	TAX BILLS`	185.45
07/21/2023	GEN 2	32620	KENT COMMUNICATIONS INC	TAX BILLS`	1,361.48
				CHECK GEN 2 32620 TOTAL FOR FUND 101:	2,078.93
07/21/2023	GEN 2	32621	MINER SUPPLY COMPANY	RESTROOM SUPPLIES	168.62
07/21/2023	GEN 2	32622	NATALIE DAVENPORT	ENFORCEMENT MILEAGE	105.19
07/21/2023	GEN 2	32623	PLUMMERS DISPOSAL SERVICE	PT WHEELCHAIR ACCESSIBLE, TRASH CART	299.00
07/21/2023	GEN 2	32625	STAR 2 STAR COMMUNICATIONS	TWP OFFICE	827.79
07/28/2023	GEN 2	32626	3-D IDENTIFICATION PRODUCTS	12 X 18 SIGNS FOR THE PARK	264.00
07/28/2023	GEN 2	32627	ALL STAR PRINTING COMPANY	2000 PLANNIONG POSTCARDS	195.00
07/28/2023	GEN 2	32628	ALTA EQUIPMENT COMPANY	CEMETERY HYDRAULIC OIL	314.42
07/28/2023	GEN 2	32629#	AMAZON CAPITAL SERVICES	TWP OFFICE MAILING ENVELOPE, COFFEE, ENVELOP	101.43
07/28/2023	GEN 2	32629	AMAZON CAPITAL SERVICES	ELECTION ADDRESS LABELS	13.76
07/28/2023	GEN 2	32629	AMAZON CAPITAL SERVICES	ELECTION ERASABLE CALENDAR, COLOR PAPER, SEC	210.94
				CHECK GEN 2 32629 TOTAL FOR FUND 101:	326.13
07/28/2023	GEN 2	32632#	DTE ENERGY	NATURAL GAS	428.55
07/28/2023	GEN 2	32632	DTE ENERGY	NATURAL GAS`	53.71
				CHECK GEN 2 32632 TOTAL FOR FUND 101:	482.26

07/28/2023	GEN 2	32633	JAMES ZENAS	FOOD	33.30
07/28/2023	GEN 2	32638	MICHAEL BREW	ELECTION `MILEAGE	41.92
07/28/2023	GEN 2	32640	STARDUST THEATRE RENTALS	MOVIES IN THE PARK	406.00
07/28/2023	GEN 2	32641#	VRIESMAN & KORHORN LLC	MIASCELLANEOUS ENGTINEERING	234.00
07/28/2023	GEN 2	32641	VRIESMAN & KORHORN LLC	BLAIN CEMETERY EXPANSION	623.00
07/28/2023	GEN 2	32641	VRIESMAN & KORHORN LLC	MIASCELLANEOUS ENGTINEERING	876.35
07/28/2023	GEN 2	32641	VRIESMAN & KORHORN LLC	4640 60TH STREET	78.00
07/28/2023	GEN 2	32641	VRIESMAN & KORHORN LLC	BREWER PARK PUD	156.00
07/28/2023	GEN 2	32641	VRIESMAN & KORHORN LLC	1105 WARREN WOODS PUD	163.21
07/28/2023	GEN 2	32641	VRIESMAN & KORHORN LLC	SWITCH SUBSTATION	452.00
				CHECK GEN 2 32641 TOTAL FOR FUND 101:	2,582.56
07/31/2023	GEN 2	32644#	AMAZON CAPITAL SERVICES	HR MOBILE FILE CART	92.75
07/31/2023	GEN 2	32644	AMAZON CAPITAL SERVICES	SENKERY GLOW BRACELETS	41.97
				CHECK GEN 2 32644 TOTAL FOR FUND 101:	134.72
07/31/2023	GEN 2	32645	CHARTER COMMUNICATIONS	TWP OFFICE	499.90
07/31/2023	GEN 2	32646#	CONSUMERS ENERGY	TWP HALL	5,480.02
07/31/2023	GEN 2	32646	CONSUMERS ENERGY	DIVISION STREET LIGHTS	84.66
07/31/2023	GEN 2	32646	CONSUMERS ENERGY	DUTTON CEMETERY	28.96
07/31/2023	GEN 2	32646	CONSUMERS ENERGY	LIBRARY	1,160.04
				CHECK GEN 2 32646 TOTAL FOR FUND 101:	6,753.68
07/31/2023	GEN 2	32647	CONSUMERS ENERGY	ROUND ABOUT LI8GHTING	30.80
07/31/2023	GEN 2	32648	MEDMUTUAL LIFE	LIFE INSURANCE	433.86
07/31/2023	GEN 2	32649#	SPRINT	CELL PHONES`	21.52
07/31/2023	GEN 2	32649	SPRINT	CELL PHONES`	21.52

07/31/2023	GEN 2	32649	SPRINT	CELL PHONES`	21.52
				CHECK GEN 2 32649 TOTAL FOR FUND 101:	64.56

07/31/2023	GEN 2	32650#	T-MOBILE	TWP CELL	21.65
07/31/2023	GEN 2	32650	T-MOBILE	TWP CELL	43.30
07/31/2023	GEN 2	32650	T-MOBILE	TWP CELL	21.65
07/31/2023	GEN 2	32650	T-MOBILE	TWP CELL	30.00
07/31/2023	GEN 2	32650	T-MOBILE	TWP CELL	82.70
07/31/2023	GEN 2	32650	T-MOBILE	TWP CELL	21.65
07/31/2023	GEN 2	32650	T-MOBILE	TWP CELL	21.65
07/31/2023	GEN 2	32650	T-MOBILE	TWP CELL	43.30
				CHECK GEN 2 32650 TOTAL FOR FUND 101:	285.90
				Total for fund 101 GENERAL FUND	71,026.50

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Check Date	Bank	Check #	Payee	Description	Dept	Amount
07/11/2023	GEN 2	32566#	ACCIDENT FUND	TWP	336.001	2,713.23
07/11/2023	GEN 2	32566	ACCIDENT FUND	TWP	336.002	2,082.25
				CHECK GEN 2 32566 TOTAL FOR FUND 205:		4,795.48
07/11/2023	GEN 2	32567#	AMAZON CAPITAL SERVICES	CFD PAPER TOWELS, COFFEE	336.001	96.79
07/11/2023	GEN 2	32567	AMAZON CAPITAL SERVICES	CFD RUG TAPE	336.001	112.16
07/11/2023	GEN 2	32567	AMAZON CAPITAL SERVICES	DFD NON-STICK SPRAY, DISHWASHER PODS	336.002	25.03
07/11/2023	GEN 2	32567	AMAZON CAPITAL SERVICES	DFD SMALL TOOL BAG	336.002	31.98
				CHECK GEN 2 32567 TOTAL FOR FUND 205:		265.96
07/11/2023	GEN 2	32568#	ARROWASTE INC	CFD WASTE	336.001	120.47
07/11/2023	GEN 2	32568	ARROWASTE INC	DFD WASTE	336.002	50.40
				CHECK GEN 2 32568 TOTAL FOR FUND 205:		170.87
07/11/2023	GEN 2	32569	AUTOZONE	CFD BULB	336.001	6.59
07/11/2023	GEN 2	32570	BRETT HOLMES	FIRE MARSHAL MILEAGE	336.002	226.14
07/11/2023	GEN 2	32571#	BUSINESS SYSTEM SOLUTIONS, INC	365 AND EXCHANGE	336.001	1,414.40
07/11/2023	GEN 2	32571	BUSINESS SYSTEM SOLUTIONS, INC	365 AND EXCHANGE	336.002	804.40
				CHECK GEN 2 32571 TOTAL FOR FUND 205:		2,218.80
07/11/2023	GEN 2	32572	BYRON TOWNSHIP TREASURER	CFD WATER SEWER	336.001	216.98
07/11/2023	GEN 2	32573	COMCAST	CFD TELECOM	336.001	426.31

07/11/2023	GEN 2	32574	CONSUMERS ENERGY	CFD	336.001	1,111.88
07/11/2023	GEN 2	32578	FIRST BANKCARD CENTER	DFD FASTENER KIT	336.002	25.75
07/11/2023	GEN 2	32586#	K.C. EMERGENCY MEDICAL SERVICE	CFD QTR ASSESSMENT JULY - SEPT 2023	336.001	254.86
07/11/2023	GEN 2	32586	K.C. EMERGENCY MEDICAL SERVICE	DFD QTR ASSESSMENT JULY - SEPT 2023	336.002	240.43
07/11/2023	GEN 2	32586	K.C. EMERGENCY MEDICAL SERVICE	DFD QTR ASSESSMENT JAN - MAR 2023	336.002	240.43
				CHECK GEN 2 32586 TOTAL FOR FUND 205:		735.72
07/11/2023	GEN 2	32587	KENT COUNTY TREASURER	TOWNSHIP LAW CP OFFICER MAY 2023	301.000	86,481.21
07/11/2023	GEN 2	32589	KLEYN MOBILE REPAIR LLC	BATTERY SHORT AND REPLACEMENT	336.001	1,224.64
07/11/2023	GEN 2	32594#	PHOENIX SAFETY OUTFITTERS	BOOT	336.001	335.86
07/11/2023	GEN 2	32594	PHOENIX SAFETY OUTFITTERS	CFD TURNOUT	336.001	85.00
07/11/2023	GEN 2	32594	PHOENIX SAFETY OUTFITTERS	DFD TURNOUT	336.002	13,000.96
				CHECK GEN 2 32594 TOTAL FOR FUND 205:		13,421.82
07/11/2023	GEN 2	32595	PURITY CYLINDER GASES INC	DFD CYLINDERS	336.002	157.94
07/11/2023	GEN 2	32601#	WATERWAY OF MICHIGAN LLC	CFD SCBA TESTING	336.001	720.00
07/11/2023	GEN 2	32601	WATERWAY OF MICHIGAN LLC	DFD SCBA TESTING	336.002	600.00
				CHECK GEN 2 32601 TOTAL FOR FUND 205:		1,320.00
07/11/2023	GEN 2	32602#	WEX BANK	DFD CFD FUEL	336.001	2,415.67
07/11/2023	GEN 2	32602	WEX BANK	DFD CFD FUEL	336.002	54.00
				CHECK GEN 2 32602 TOTAL FOR FUND 205:		2,469.67

07/21/2023	GEN 2	32603#	ACCIDENT FUND	TWP	336.001	2,713.23
07/21/2023	GEN 2	32603	ACCIDENT FUND	TWP	336.002	2,082.25
				CHECK GEN 2 32603 TOTAL FOR FUND 205:		4,795.48
07/21/2023	GEN 2	32608#	BLUE CROSS HSA	TWP CFD DFD	336.001	5,872.09
07/21/2023	GEN 2	32608	BLUE CROSS HSA	TWP CFD DFD	336.002	7,796.65
				CHECK GEN 2 32608 TOTAL FOR FUND 205:		13,668.74
07/21/2023	GEN 2	32611	BYRON TOWNSHIP TREASURER	CFD BYRON 2ND QTR REEMBURSEMENT	336.001	178.02
07/21/2023	GEN 2	32611	BYRON TOWNSHIP TREASURER	CFD BYRON 2ND QTR REEMBURSEMENT	336.001	20.99
07/21/2023	GEN 2	32611	BYRON TOWNSHIP TREASURER	CFD BYRON 2ND QTR REEMBURSEMENT	336.001	241.80
				CHECK GEN 2 32611 TOTAL FOR FUND 205:		440.81
07/21/2023	GEN 2	32614#	DELTA DENTAL	TWP CFD DFD	336.001	678.48
07/21/2023	GEN 2	32614	DELTA DENTAL	TWP CFD DFD	336.002	524.80
				CHECK GEN 2 32614 TOTAL FOR FUND 205:		1,203.28
07/21/2023	GEN 2	32625	STAR 2 STAR COMMUNICATIONS	DFD	336.002	436.26
07/28/2023	GEN 2	32629#	AMAZON CAPITAL SERVICES	CFD USB ETHERNET ADAPTER, ROWER SEAT CUSION	336.001	44.78
07/28/2023	GEN 2	32629	AMAZON CAPITAL SERVICES	CFD USB ETHERNET ADAPTER, ROWER SEAT CUSION	336.001	19.99
07/28/2023	GEN 2	32629	AMAZON CAPITAL SERVICES	DFD KNIFE, BUSINESS CARD HOLDER, STAPLER, FILE	336.002	59.69
07/28/2023	GEN 2	32629	AMAZON CAPITAL SERVICES	DFD BATTERIES, DISHWASHER PODS, WHITEBOARD	336.002	98.10
07/28/2023	GEN 2	32629	AMAZON CAPITAL SERVICES	DFD PAPER TOWELS, FLOOR CLEANER,	336.002	69.92
07/28/2023	GEN 2	32629	AMAZON CAPITAL SERVICES	DFD KNIFE, BUSINESS CARD HOLDER, STAPLER, FILE	336.002	38.96
				CHECK GEN 2 32629 TOTAL FOR FUND 205:		331.44
07/28/2023	GEN 2	32630	BIO-CARE	CFD MEDICAL EXAMS	336.001	6,209.25
07/28/2023	GEN 2	32631	BOUND TREE MEDICAL LLC	DFD BLANKET	336.002	158.11
07/28/2023	GEN 2	32631	BOUND TREE MEDICAL LLC	DFD GLOVES, AIRWAY HOSE, STERILE WATER	336.002	188.42
				CHECK GEN 2 32631 TOTAL FOR FUND 205:		346.53

07/28/2023	GEN 2	32632#	DTE ENERGY	NATURAL GAS	336.001	63.94
07/28/2023	GEN 2	32632	DTE ENERGY	NATURAL GAS	336.002	73.98
				CHECK GEN 2 32632 TOTAL FOR FUND 205:		137.92
07/28/2023	GEN 2	32635	K & S PLUMBING CO. INC.	CFD TEST BACK FLOW	336.001	1,116.93
07/28/2023	GEN 2	32636	KLEYN MOBILE REPAIR LLC	DFD FUEL TANK REPAIR	336.002	765.68
07/28/2023	GEN 2	32637	LAMPHEAR SERVICE COMPANY INC	DFD AC REPAIR	336.002	298.25
07/28/2023	GEN 2	32637	LAMPHEAR SERVICE COMPANY INC	DFD ADD AC IN SLEEPING AREA	336.002	590.00
				CHECK GEN 2 32637 TOTAL FOR FUND 205:		888.25
07/28/2023	GEN 2	32642	WATERWAY OF MICHIGAN LLC	DFD HOSE TESTING	336.002	2,646.00
07/28/2023	GEN 2	32643#	WEX BANK	CFD DFD FUEL`	336.001	47.39
07/28/2023	GEN 2	32643	WEX BANK	CFD DFD FUEL`	336.002	969.72
				CHECK GEN 2 32643 TOTAL FOR FUND 205:		1,017.11
07/31/2023	GEN 2	32646	CONSUMERS ENERGY	DFD	336.002	1,004.78
07/31/2023	GEN 2	32650#	T-MOBILE	TWP CELL	336.001	43.30
07/31/2023	GEN 2	32650	T-MOBILE	TWP CELL	336.002	72.65
				CHECK GEN 2 32650 TOTAL FOR FUND 205:		115.95
				Total for fund 205 PUBLIC SAFETY SAD		150,400.17

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07/21/2023	GEN 2	32605	AMAZON CAPITAL SERVICES	BLDG DESK CHAIR	371.000	199.99
07/21/2023	GEN 2	32608	BLUE CROSS HSA	TWP CFD DFD	371.000	2,951.92
07/21/2023	GEN 2	32609	BS&A SOFTWARE	SUPPORT AND SERVICE FEES	371.000	3,636.45
07/21/2023	GEN 2	32624	PROFESSIONAL CODE INSPECTIONS INC	MECHANICAL, PLUMBING INSPECTIONS	371.000	8,400.00
07/28/2023	GEN 2	32634	JOHN STUYFZAND	INSPECTION MILEAGE	371.000	311.13
07/28/2023	GEN 2	32634	JOHN STUYFZAND	BUILDING INSPECTION MILEAGE	371.000	365.00
07/28/2023	GEN 2	32634	JOHN STUYFZAND	BUILDING INSPECTION MILEAGE	371.000	334.05
				CHECK GEN 2 32634 TOTAL FOR FUND 549:		1,010.18
07/28/2023	GEN 2	32639	ROGER STERK	EDUCATION SEMINAR EXPENSES	371.000	29.57
07/28/2023	GEN 2	32639	ROGER STERK	INSPECTION MILEAGE	371.000	199.78
07/28/2023	GEN 2	32639	ROGER STERK	EDUCATION SEMINAR EXPENSES	371.000	196.50
07/28/2023	GEN 2	32639	ROGER STERK	INSPECTOR MILEAGE	371.000	172.26
07/28/2023	GEN 2	32639	ROGER STERK	EDUCATION SEMINAR EXPENSES	371.000	529.10
				CHECK GEN 2 32639 TOTAL FOR FUND 549:		1,127.21
07/31/2023	GEN 2	32650	T-MOBILE	TWP CELL	371.000	43.30
				Total for fund 549 BUILDING INSPECTIONS DEPT		17,369.05

08/07/2023 12:22 PM
User: TRACY
DB: Gaines Township

CHECK REGISTER FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 07/01/2023 - 07/31/2023

Page: 1/1

11. b. iv.

Check Date	Check	Vendor Name	Description	Amount
Bank WSCK2 WATER/SEWER CHECKING				
07/18/2023	5710	BS & A SOFTWARE	MR & ONLINE SERVICES SUPPORT 8/1/23-8/1/	1,955.75
07/18/2023	5711	BYRON GAINES UTILITY AUTHORITY	OP EXP, PAYROLL, INSP JUNE 2023	41,061.07
			CITY OF GR SEWER	12,197.65
			CITY OF WYOMING WATER & SEWER	266,621.59
				<u>319,880.31</u>
07/18/2023	5712	EXTEND YOUR REACH	JULY BILLS	356.15
07/18/2023	5713	SPENCER, KELLY	UB refund for account: DEWA-006403-0000-	26.63
07/18/2023	5714	VRIESMAN & KORHORN	PRAIRIE WOLF STATION	1,191.50
			TOWNLINE ELEM BLDG	452.00
			COOKS CROSSING PH4	210.50
			PINE REST	156.00
			THORNAPPLE FARMS	156.00
			RIVER BIRCH PH 2	2,834.00
			RAPIDS DR EXTENSION	5,491.42
			PRAIRIE WOLF STATION	908.71
			68TH ST SEWER	67.50
			2ND WATER SYSTEM CONNECTION	312.00
			GPS UTILITY PICKUP	2,990.87
			MISC SEWER	605.00
			MISC WATER	1,101.72
				<u>16,477.22</u>
WSCK2 TOTALS:				
Total of 5 Checks:				338,696.06
Less 0 Void Checks:				0.00
Total of 5 Disbursements:				<u>338,696.06</u>

GAINES CHARTER TOWNSHIP

LAURIE J LEMKE, TREASURER

CASH, INVESTMENTS, CD'S, MM AND POOL ACCOUNTS

June of 2023

Bank	Type	Account#	Amount	APR	Term	Maturity Date
101 GENERAL FUND						
Macatawa Checking	Ckg	 9392	\$ 2,918,334.41			
Sidewalk & Trails	Assigned	.419	\$ 1S,765.75			
CFO - Truck Fund	Assigned	.420	\$ 400,000.00			
DFD - Truck Fund	Assigned	.422	\$ 450,000.00			
Cemetery	Assigned	.425	\$ 10,000.00			
Township Hall & Grounds	Assigned	.426	\$ 59,800.00			
Division Ave. Improvements	Assigned	.427	\$ 24,000.69			
Total General Fund Checking			\$ 3,877,900.85			

Macatawa MM Savings

Building Department	Committed		\$ 1,778,327.00			
Streetlights	Committed		\$ 56,622.00			
CF Investment			\$ 814,053.46			
Interest Paid to Date			\$ 46,118.22			
127409	.. 3037		\$ 2,695,120.68	3.82		

Investments

Kent Co. Pool - General	Pooled	751 7029 1000	\$ 382,454.38	3.02		
Michigan Class	Pooled	MI-01-0421-0001	\$ 886,837.06	5.16		
OBC	CD	6886649	\$ 550,000.00	5.20	365 Days	6.4.2024
Consumers Credit Union	CD	9300253524	\$ 305,170.20	4.50	18 Mos.	10.4.2024
			\$ 2,124,461.64			

GENERAL FUND TOTAL**\$ 8,697,483.17**

Kent Co. Pool - ARPA Funds	Pooled	751 7031 1001	\$ 2,924,120.79	3.02		
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DMSION AVE CORRIDOR	 9472	\$ 15,586.06				
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TRUST & AGENCY	 9418	\$ 317,621.06				
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TAX FUND	 9409	\$ 100.00				
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PETTY CASH		\$ 279.62				
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WATER & SEWER

Bank	Type	Account#	Amount	APR	Term	Maturity Date
Macatawa Bank	Checking	 9427	\$ 4,329,556.83	3.82		
Kent Co. Pool	Pooled	Various	\$ 9,370,688.67	3.02		
Michigan Class	Pooled	MI-01-0421-0002	\$ 1,614,300.93	5.16		
Consumers Credit Union	Share	9100711051	\$ 27.74			
Consumers Credit Union	MM	9101416478	\$ 363,111.38	3.50		
Huntington Investments	Meeder FF	1041024345	\$-			
OBC USA Bank	CD	6905249/1	\$ 1,000,000.00	4.95	98 Days	8.10.2023
Horizon	CD	80012046	\$ 1,060,054.29	4.84	150 Days	9.14.2023
Flagstar Bank	CD	120821534	\$ 250,507.14	3.50	12 Months	10.2.2023
Mercantile Bank of MI	CD	2136	\$ 251,012.70	21 O	365 Days	10.20.2023
Flagstar Bank	CD	122710313	\$ 1,005,196.32	4.74	180 Days	11.7.2023
Flagstar Bank	CD	107491558	\$ 250,506.96	4.69	12 Months	1.5.2024
Macatawa Bank	CD	423308	\$ 750,000.00	3.15	15 Months	2.16.2024
Grand River Bank	CD	3426	\$ 302,862.92	4.65	12 Months	4.3.2024
West MI Community Bank	CDars	1026996984	\$ 305,361.04	4.35	52 Weeks	4.4.2024
Choice One Bank	CD	7821	\$ 251,422.02	4.33	12 Months	4.9.2024
Choice One Bank	CD	8560	\$ 1,002,774.76	5.13	12 Months	6.1.2024
West MI Community Bank	CDars	1027300797	\$ 509,065.58	4.75	52 Weeks	6.6.2024
First National Bank of A	CD	3033755	\$ 512,744.55	4.40	18 Months	12.17.2024

Restricted W&S Fees	Committed	\$ 23,129,193.83				
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MEMO

Staff Communication-Action Required

DATE: August 9, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: METRO ACT Right of Way Permit Extension

SUMMARY OF TOPIC:

AT&T has requested a five (5) year extension of their existing METRO Act permit, which expires December 31, 2023. The extension term would end December 31, 2028. The existing permit was agreed to in 2018.

BUDGET ACTION REQUIRED: NONE

STAFF RECOMMENDATION:

Staff recommends the extension be granted.



MEMO

Staff Communication-Action Required

DATE: August 9, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: Replacement of Air Handling Unit

SUMMARY OF TOPIC:

During an extremely hot month of June, the air handler that heats and cools the lower level of our building failed. This unit covers the lower-level common areas and community rooms.

Working with Lamphear, we have been able to limp the unit along, while we gathered quotes for a replacement.

The Township has historically used Lamphear for preventative maintenance and repairs to our HVAC system. However, replacing an air handler unit is over the \$25,000 (purchase) threshold, requiring us to solicit quotes.

We received quotes from Pleune, DHE Mechanical, and Lamphear. DHE was the highest bidder, Lamphear was in the middle, and Pleune was the lowest. DHE submitted an estimate by email that was higher than the others, so we did not consider it.

Delving into the schematics, it appears that Pleune was quoting a lower grade commercial unit, and Lamphear was quoting an updated version of the unit we are replacing.

BUDGET ACTION REQUIRED:

Our Township Treasurer has advised \$59,800 is available thru account 426.000.000.001 .001, Township Hall and Grounds,

STAFF RECOMMENDATION:

Staff recommends the Board approve the purchase of the new air handler from Lamphear. The proposed cost is \$52,838.00. This includes all parts and labor for a unit equal to the unit that just failed. It should be noted that the life expectancy of this unit is 15 years. The unit being replaced had the same life expectancy and lasted 20+ years.



Job Name: Gaines Township Hall CU
Replacement
Prepared For:

Unit Tag: 25T CU
Quantity: 1

Unit Overview

Unit Type	Nominal Capacity	Minimum Installed Weight	Maximum Installed Weight	Total Power (Condenser Only)	Elevation
Condensing unit - Air cooled	25 ton	1598.0 lb	1921.0 lb	26.96 kW	

Unit Features

System Control	No system control
Agency Approval	cULus approval



Unit Electrical

Voltage/Phase/Hz	460/60/3	MCA	52.00 A
		MOP	70.00 A
		RDE	60.00 A
Condenser Fan FLA	1.80A	Compressor 1 RLA	22.20A
Condenser Motor Count	3.00 Each	Compressor 1 Count	1.00 Each
Condenser Fan Motor Power	2.60 kW	Compressor 2 RLA	18.60A
		Compressor 2 Count	1.00 Each
		Compressor Power	24.36 kW

Note: Connect properly sized and protected power supply wiring to the unit (copper wiring only to the unit)

Condensing Section

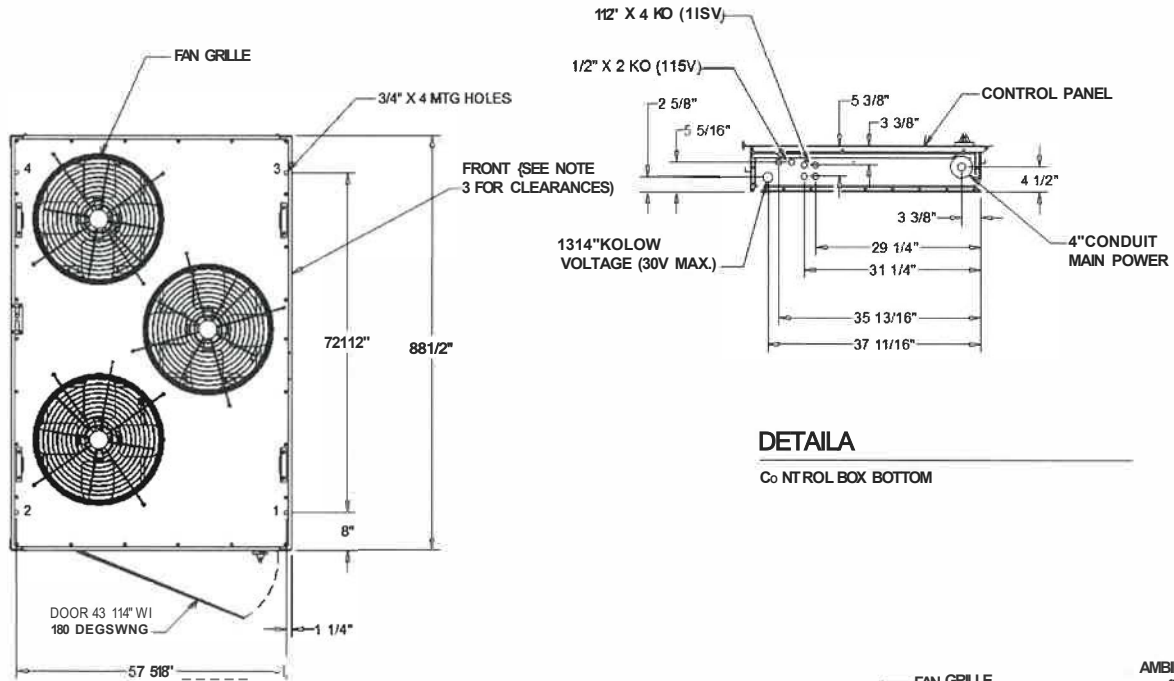
Service Valves	Suction service valve	Application Type	Standalone RAUJ Condenser
Refrigerant Type	R410a	Net Total Capacity	324.90 MBh
Design Ambient Temp	95.00 F	Saturated Suction Temp	45.00 F
Ambient Control	Standard ambient control	Leaving Compressor Temp	121.36 F
EER @ AHRI (Condenser Only)	12.1 EER	Entering Expansion Device Temp	105.22 F

Refrigerant Line Information

Suction Line Size - Horizontal	2-1/8 in.	Est Refrigerant Charge Per Circuit	0.0 lb
Suction Line Size - Vertical	1-5/8 in.	Refrigerant Charge (no evap) - 50 ft	25.0 lb
Liquid Line Size	7/8 in.	Refrigerant Charge (no evap) - 100 ft	37.0 lb
		Refrigerant Charge (no evap) - 150 ft	50.0lb

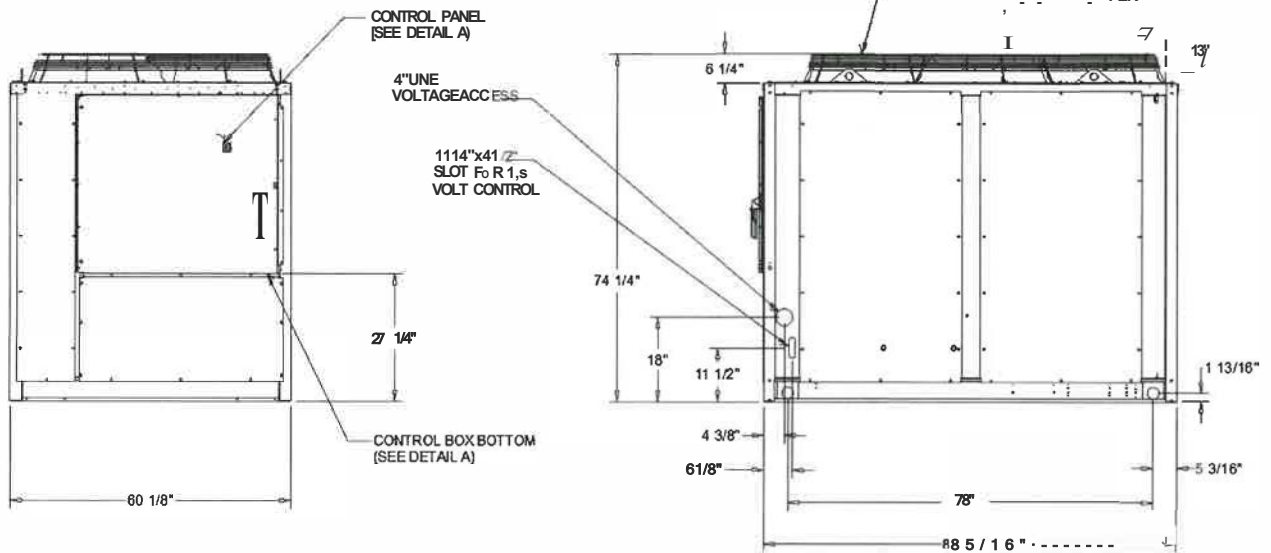
NOTES:

1. SEE CONNECTION DRAWING FOR CONNECTION LOCATION AND SIZES.
2. LOW AMBIENT ONLY COMES WITH SELECTED UNIT.
3. FRONT & BACK UNIT CLEARANCE 72". LEFT & RIGHT SIDE OF UNIT CLEARANCE 42"



DETAIL A

CONTROL BOX BOTTOM



25TON UNIT

DIMENSIONAL DRAWING

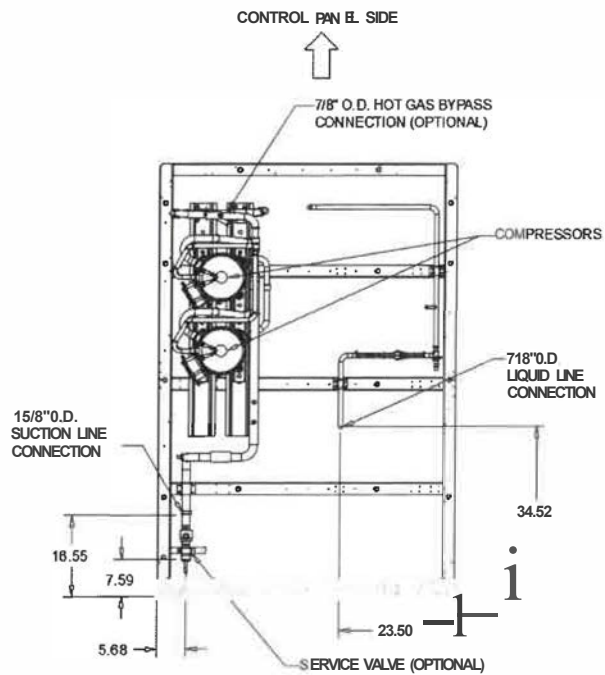


Job Name: Gaines Township Hall CU
Replacement
Prepared For;

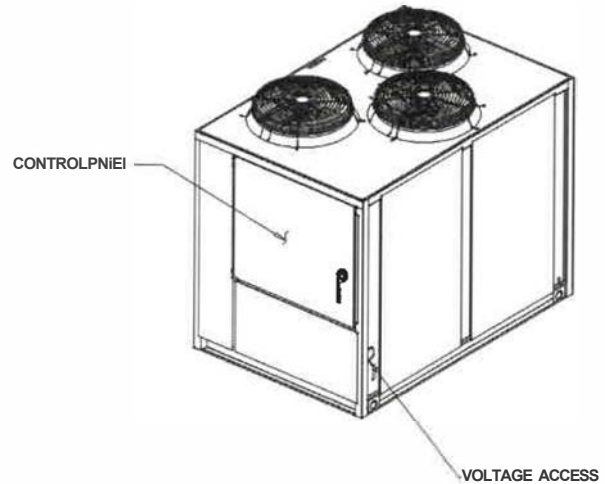
Unit Tag: 25T CU
Quantity: 1

NOTES:

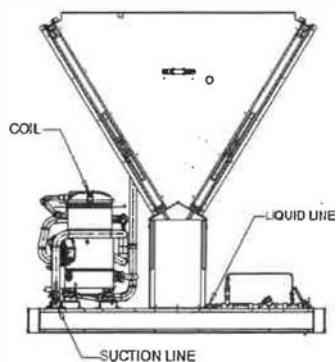
1. VERIFY WEIGHTS, CONNECTIONS, AND ALL DIMENSIONS WITH TRANE INSTALLATION OPERATION MAINTENANCE (IOM) DOCUMENTS BEFORE INSTALLATION.



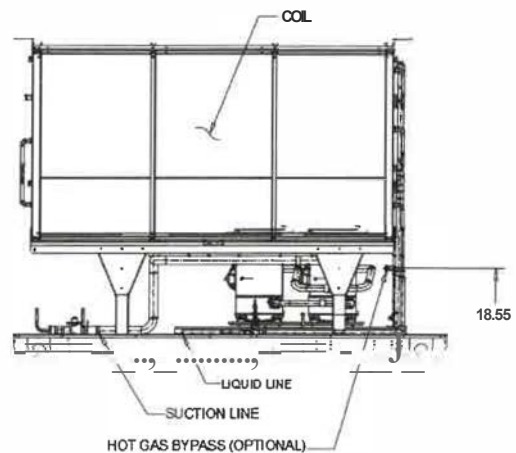
PLAN VIEW OF UNIT
CONNECTION DRAWING



ORIENTATION VIEW OF UNIT
ISOMETRIC DRAWING



SIDE VIEW OF UNIT
CONNECTION DRAWING



BACK VIEW OF UNIT
CONNECTION DRAWING

25TON UNIT

DIMENSIONAL CONNECTION DRAWING



Job Name: Gaines Township Hall CU
Replacement
Prepared For:

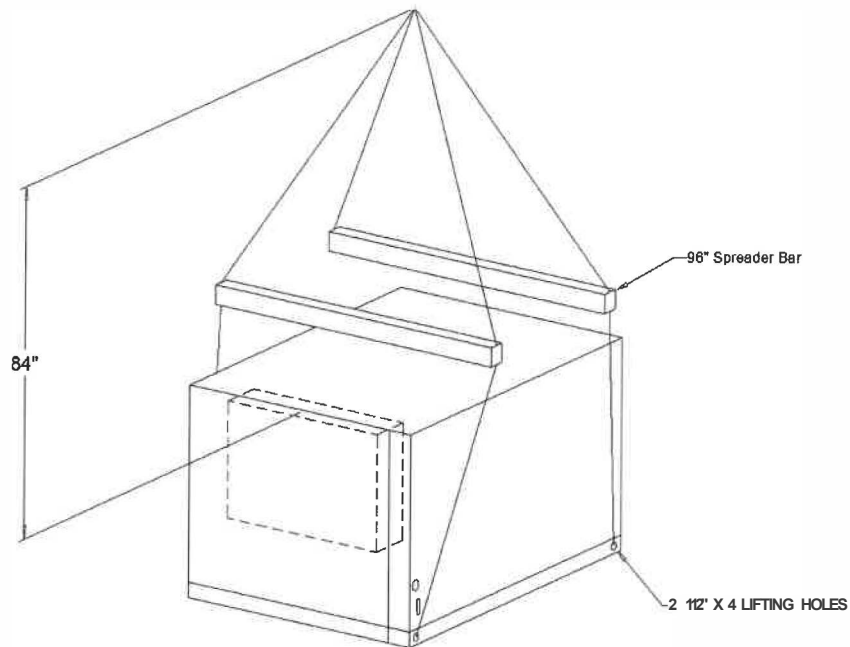
Unit Tag: 25T CU
Quantity: 1

GENERAL ELECTRICAL DATA

GENERAL Tonnage/ kW: 25 (88.0kW) Unit Operating Voltage Range: 414-506 Unit Primary Voltage: 460 Unit Hertz: 60 Unit Phase: 3 Minimum Circuit Ampacity: (3) 52.00A Maximum Overcurrent Protection Device: (2) 70.00A Recommended Dual Element Fuse: (4) 70.00A	OUTDOOR MOTOR Number: 3 Horsepower: 1.0 Motor Speed (rpm): 1,140 Outdoor Motor Full Load amps: 1.8 Outdoor Motor Locked Rotor amps: 9.0
COMPRESSOR Tons (ea): 10.0/13.5 Compressor Rated Load Amps (ee): 18.6/ 22.2 Locked Rotor Amps (ea): 142.0 / 158.0	REFRIGERANT OPERATING CHARGE (Cond Only, per Circuit) Type: R-410A Number of Circuits: 18.7 lb Condenser storage Capacity: 11.81lb Refrigerant Operating Charge (Condenser Only):

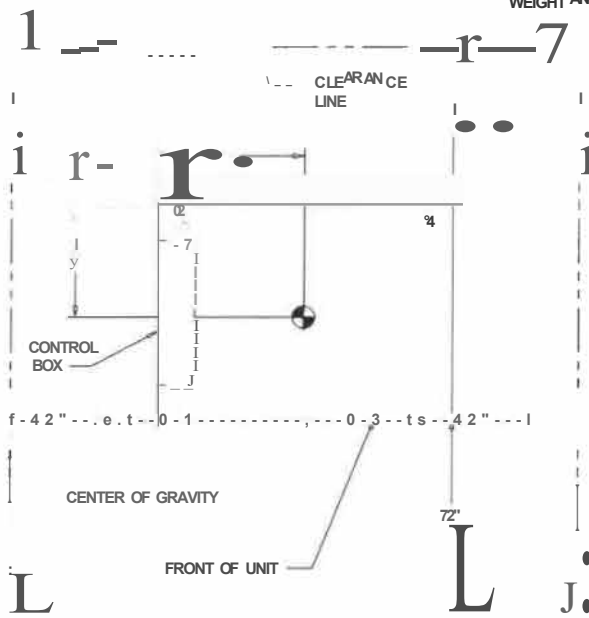
Notes:

1. Electrical data is for each individual motor.
2. Maximum overcurrent protection permitted by IEEE 440-22 is 225 percent of largest compressor motor RLA plus the remaining motor RLA and FLA values.
3. Minimum circuit ampacity is 125 percent of the largest compressor motor RLA plus the remaining motor RLA and FLA values.
4. Recommended dual element fuse size is 150 percent of the largest compressor motor RLA plus the remaining motor RLA and FLA values.
5. Local codes may take precedence.
6. Electrical data is pulled from TO PSS (performance engine). data is missing please check TOPSS.



25 TON RIGGING

WEIGHT AND RIGGING



WEIGHTS AND LOAD POINTS

OPERATING:	1623.0 lb
SHIPPING:	1598.0 lb
LOAD POINTS 1	491.2 lb
LOAD POINTS 2	399.3 lb
LOAD POINTS 3	412.2 lb
LOAD POINTS 4	320.3 lb

"ALL WEIGHTS ARE APPROXIMATE"

CENTER OF GRAVITY

X:	40.518"
Y:	32.13118"

ADD WEIGHTS

SHIPPING:	1598.0 lb
OPERATING:	1623.0 lb

NOTES:

1. OPERATING WEIGHT INCLUDES REFRIGERANT, OIL AND WATER.
2. SHIPPING WEIGHT INCLUDES REFRIGERANT AND OIL CHARGES
3. THE ACTUAL WEIGHT IS SHOWN ON THE NAMEPLATE. WEIGHT SHOWN REPRESENT TYPICAL SHIPPING AND OPERATING WEIGHTS FOR THE UNIT SELECTED
4. ADD WEIGHT TO TOTAL WEIGHT OF UNIT
5. IF UNIT IS INSTALLED IN A WELL THE DEPTH OF THE WELL MUST NOT EXCEED THE TOP HEIGHT OF THE UNIT. THE TOP OF THE UNIT MUST HAVE UNRESTRICTED AIRFLOW. PLEASE REFERENCE RECOMMENDED CLEARANCES.

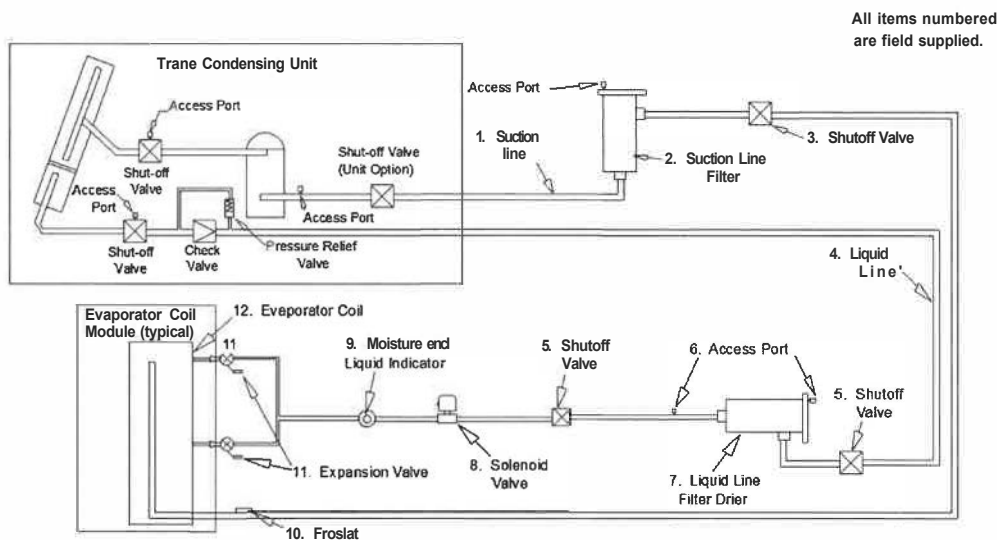
WARNING!

TO PREVENT INJURY OR DEATH AND POSSIBLE EQUIPMENT DAMAGE, DO NOT USE CHAIN (CABLES) OR SLINGS EXCEPT AS SHOWN AND USE CABLES STRONG ENOUGH TO SUPPORT UNIT WEIGHT. TEST LIFT UNIT TO ENSURE PROPER BALANCE AND RIGGING.

25 TON CENTER OF GRAVITY AND CLEARANCES

WEIGHT AND RIGGING

Required Components for Refrigerant Circuits



SUCTION LINE

1. Interconnected Tubing (Suction line)

Maximum of 50 feet if condenser is above evaporator. If risers are more than 50 feet, the application must be viewed by Trane. Refer to SS-APG012-EN for more details.

2. Suction Line

Filter. One 1/4" ckt suction filter should be the replaceable-core type, and a clean core should be installed after the system is cleaned up.

3. Shut-Off Valve

Manual ball valves for 1 5/8" tubing.

LIQUID LINE

4. Interconnected Tubing (Liquid Line)

Refer to applications guide SS-APG012 - EN for vertical & horizontal piping limitations.

5. Shut-Off Valve

2 Manual ball valves

6. Access Port

Port used to determine suction pressure. This port is usually a Schrader valve with a core.

7. Liquid Line

Filter Drier 1/4" ckt liquid filter should be the replaceable-core type, and a clean core should be installed after the system is cleaned up.

8. Solenoid Valves

Liquid line requires a field supplied and installed isolation solenoid valve within 10 feet of the evaporator. The suggested solenoid uses a 120-volt service and requires code-compliant wiring to the RAUJ condensing unit.

Note: Trim solenoids cannot be used. They are not compatible with Microchannel condenser coils.

9. Moisture and Liquid Indicator

One moisture-indicating sight glass is to be installed in the main liquid line.

EVAPORATOR

10. Froststat (not required) -The control is mechanically attached to the outside of the refrigerant line, near the evaporator, and wired to the unit control panel. See application guide SS-APG012-EN for selection information.

11. Expansion Valves-See application guide SS-APG012-EN for selecting valve quantity and size.
 Note: Units with Microchannel condenser coils applied with DX systems will require 30 percent bleed valves.

Expansion Valves for 20-60T MCHC (30 percent Bleed) Evap Coil/Tonnage

REFRIGERANT	MIN.	MAX.	SPORLAN MODEL NUMBER	TRANE PART
R-410A	2.0	3.0	BBIZE-1-112-GA (BP/30)	VAL 10487
R-410A	2.5	3.5	BBIZE-2-GA (BP/30)	VAL10488
R-410A	3.5	5.0	BBIZE-3-GA (BP/30)	VAL 10489
R-410A	4.5	7.0	BBIZE-4-GA (BP/30)	VAL10490
R-410A	6.0	8.5	BBIZE-5-GA (BP/30)	VAL10491
R-410A	7.0	10.0	BBIZE-6-GA (BP/30)	VAL10492
R-410A	8.0	13.5	BBIZE-3-GA (BP/30)	VAL 10493
R-410A	11.0	17.5	BBIZE-12-112-GA(BP/JO)	VAL 10494
R-410A	14.0	21.5	BBIZE-15-GA (BP/30)	VAL 10495
R-410A	17.0	28.5	OZE-20-GA (BP/30)	VAL 10496
R-410A	22.0	30.0	OZE-25-GA (BP/30)	VAL10497

(1) Ton per distributor, choose the valve that matches the evaporator circuit capacity that it serves.

(2) Provide and install one expansion valve per distributor.

Refrigerant Charge and Maximum Line Length

Total Interconnecting line length (per circuit)	50ft	100ft	150ft
Condenser and line set approx. refrigerant charge (per circuit) - evaporator charge not included	25.0lb	37.0lb	50.0lb

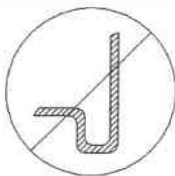
If total interconnecting line length is more than 150 feet, the application must be reviewed by Trane.

-contact product support for information on refrigeration components and piping applications assistance
 -Data in table is pulled from TOPSS selection. If N/A is present, please refer to unit IOM.

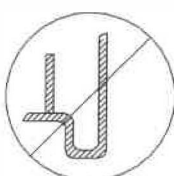
Installation Guidelines

Suction Line Piping

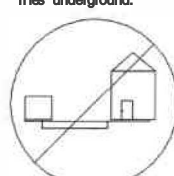
1. Do not use suction line traps.



2. Do not use double risers.



3. Avoid putting suction lines underground.



4. Route suction lines as short and direct as possible.

5. Slope suction line away from the condensing unit 1/4" for every 10 feet.

6. Insulate suction line.

7. The suction filter should be located as close to the compressors as possible.

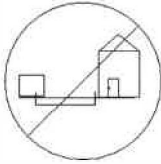


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Required Components for Refrigerant Circuits Continued

Liquid Line Piping

1. Avoid putting liquid lines underground.



2. Route liquid lines as short and direct as possible.
3. Slope liquid line away from the condensing unit 1 inch for every 10 feet.
4. Only insulate liquid lines that pass through heated areas.
5. Wire solenoid valve per field connection diagram.
6. The liquid line filter drier should be as close to the solenoid valve as possible.

Evaporator Piping

1. Install TXV directly to unit liquid connection.
2. Locate TXV bulb midway between 90° bends on top of suction tube as shown.
3. Secure bulb to tube with the two clamps provided by the manufacturer and insulate bulb.
4. Install the TXV equalizer line close to & downstream of the bulb, on top of the horizontal suction line.
5. Install frost at per kit instructions on the common suction line as close to the evaporator as possible.

See SS-APG012-EN for DX evaporator piping details.



General - R41 0A

All air-cooled condensing units shall have scroll compressors and are factory assembled and wired. Each unit shall ship from the factory with a nitrogen holding charge. Units shall be constructed of 14-gauge welded galvanized steel frame with 14 and 16-gauge galvanized steel panels and access doors. Units shall have factory mounted, louvered, full-length steel grilles to protect the condenser coils and piping. Unit surface shall be phosphatized and finished with an air-dry paint. This air-dry paint finish shall be durable enough to withstand a minimum of 672-consecutive-hour salt spray application in accordance with standard ASTM B117.

Compressors - R-410A

Trane 3-D Scroll compressors have simple mechanical design with only three (3) major moving parts. Scroll type compression provides inherently low vibration. 3-D compressors provide a completely enclosed compression chamber with no leakage paths. The compressor is suction gas cooled, direct drive, 3600 RPM hermetic motors. The Scroll compressor includes a centrifugal oil pump, oil level sight glass, and an oil charging valve.

Refrigerant Management - R-410A

Split systems can have significantly more refrigerant than packaged systems and thus require controls to reliably manage this excess refrigerant. Each compressor shall have crankcase heaters installed, properly sized to minimize the amount of liquid refrigerant present in the oil sump during off cycles. Additionally, the condensing unit shall have controls to initiate refrigerant isolation at system shut down on each refrigerant circuit. To be operational, the refrigerant isolation cycle requires a field-installed isolation solenoid valve on the common liquid line near the evaporator.

Note: Under extreme conditions, R41 0a refrigerant can present special challenges with piping and system design. Whenever refrigerant line set lengths approach 150 equivalent feet and/or design ambient temperature exceeds 115 degrees F, contact your Trane Account Executive to review application requirements.

Unit Control - R410A

Factory provided 115-volt control circuit includes fusing and control power transformer. The unit is wired with magnetic contactors for compressor and condenser motors, three-leg solid-state compressor overload protection, and high/low pressure cutouts. Charge isolation, reset relay and anti-recycle compressor timer is provided. Across-the-line start is standard.

Single Refrigerant Circuit wTwo Capacity Steps for 20-30 Ton Units - R-410A

Each unit has a single refrigerant circuit with two (2) compressors manifolded together utilizing a passive oil system. Each unit has two capacity stages. Capacity modulation is accomplished by turning compressors on and off.

Single Circuited, Condenser Coils for 20-30 Ton Units - R-410A

Condenser coils are single circuit having an all Aluminum Microchannel design. The coils are burst tested and leak tested. Factory installed liquid line service valves are standard.

Condenser Fans - R-410A

Condenser fans are direct driven with motors having thermal overload protection and permanently lubricated ball bearings.

No System Control - R-410A

No System Control provides a terminal strip for step control provided by others. The system provides internal 3 minute fixed on and 5 minute fixed off time delays and compressor contactors. Each unit is equipped with a phase loss/reversal/low voltage monitor which protects 3-phase equipment from phase loss, phase reversal, and low voltage. Any fault condition will produce a Failure Indicator LED, and send the unit into an emergency stop condition. The system temperature ?step? controller must be field provided and installed.

Note: For No Controls units with system temperature ?step? controllers provided by others, the controller must include 5 minute on/off interstage timers to coordinate with the units fixed on/off time delay relays.



Standard Ambient Control - R-410A

Standard ambient control allows unit operation from 40 F to 115 F [4.5 to 46.1 C].

Field Installed; 30% Bleed Valve TXV

Installation shall require use of 30% bleed, Thermal Expansion Valves. Valves shall be field supplied and field installed. Quantity and size shall be determined by the application.

Note: Liquid line solenoids are required for all applications. Trim solenoids cannot be used.



Job Name: Gaines Township Hall CU Replacement
Prepared For:
Unit Tag: CC- R410A
Quantity: 1

Cooling Coil

Equipment Details

Coil utilization Use in MCC (MCCA)

Coil Construction

Model Number	◆◆◆B37065G0EB086DAJA0'BDAA
System type	Refrigerant 1/2" Unit Optimized, General (UF)
Rows	6
Tube mat/wall thickness	Internally enhanced copper tubes
Nominal fin spacing	86 fins per foot
Fin material	Aluminum
Fin type	Delta flo H
Actual coil face area	16.80
Nominal coil height	37" (940 mm)
Finned length	65" (1651 mm)
Casing option	Galvanized
Rigging weight	218.4 lb
Tube mat/wall thickness	Internally enhanced copper tubes



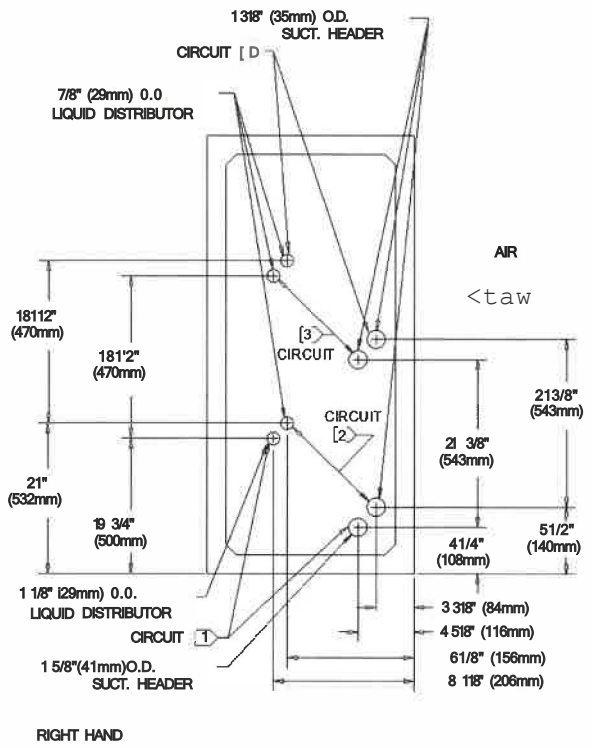
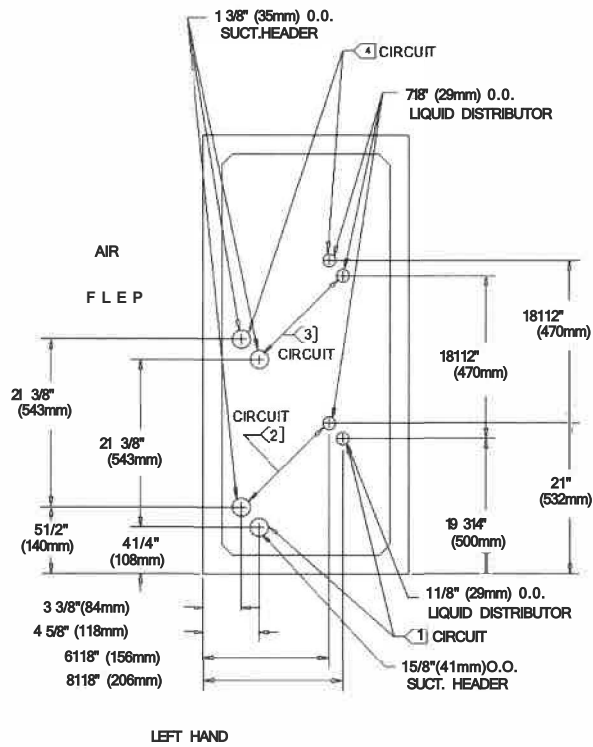
Coil Performance

Capacity		Fluid	
Total capacity	272.45 MBh	Volume	10.57 gal
Sensible Capacity	180.94 MBh	Refrigerant	
Air		Refrigerant	R-410A
Elevation	0.00 ft	Liquid temp entering TXV	115.00 F
Actual airflow	6970 cfm	Saturated suction temp	45.00 F
Entering dry bulb	80.00 F	Suction superheat	8.00 F
Entering wet bulb	67.00 F	Circuiting type	Intertwined circuits
Leaving dry bulb	56.34 F	DX circuits - ent air side	Full
Leaving wet bulb	54.35 F	Distributor type - ent air side	3/16" (5mm) Dia.
APO	0.539 in H2O	Number of distributor coils type #1	4.00 Each
Face velocity	415 ft/min	Packed elbows	Yes
		AHRI 410 certification	
		AHRI 410 classification	AHRI ACHC certified
		Data generation date	5/19/2023
		Trane Select Assist update number	2710.00

Note: Certified in accordance with the AHRI Forced-Circulation Air-Cooling and Air-Heating Coils Certification Program which is based on AHRI Standard 410 within the Range of Standard Rating Conditions listed in Table 1 of the Standard. Certified units may be found in the AHRI Official Directory at www.ahridirect.org.



Job Name: Gaines Township Hall CU Replacement
Prepared For:
Unit Tag: CC - R410A
Quantity: 1





GENERAL

Coil is manufactured by Trane. Coil is designed with aluminum plate fins and copper tubes. Fins have collars drawn, belled and firmly bonded to the tubes by means of mechanical expansion of the tubes. Coil has airflow arrow and nameplate attached to coil casing. Cooling coil performance is certified in accordance with the AHRI Forced-Circulation Air-Cooling and Air-Heating Coils Certification Program which is based on AHRI Standard 410 within the Range of Standard Rating Conditions listed in Table 1 of the Standard. Certified units may be found in the AHRI Directory at www.ahridirectory.org. Heating performance for heat pump or condenser mode is not certified.

TYPE "UF" REFRIGERANT COOLING COIL

Tubes are 1/2" (12mm) OD copper tubes. Suction and distributor headers are made of copper tubing and penetrate coil cover panel to allow for sweat connection of refrigerant lines. Coil is proof tested as standard to 715 psig (4930kPa) and leak tested to 650 psig (4482kPa), air pressure under water or equivalent tracer gas leak test. Coil is dried after testing and filled with a 10 psig (69kPa) holding charge of dry air or nitrogen. Coil has a vertical distributor to ensure that each coil circuit receives the same amount of refrigerant liquid. Refrigeration specialties such as TXV valves, line driers, sight glasses, etc., are not included from the factory and must be field supplied.

COIL TUBES

Refrigerant coil tubes are 1/2" [13 mm] OD .016" [0.406 mm] thick, internally enhanced copper.

COIL CASING

Coil casing is manufactured with galvanized steel.

COIL PLATE FIN TYPE

Aluminum plate fin is Trane DELTA FLO H (Hi-Efficient) fin design.

COIL SUPPLY CONNECTION

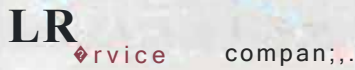
Coil supply connection is on left side of coil (facing airflow).

COIL CIRCUITING

Coil has intertwined circuiting.

PACKED ELBOW

DX coil is furnished with factory mounted and tested packed elbow brazed to each distributor. Packed elbows are used on Trane DX coils mounted in Trane Central Station Air Handlers. Packed elbows allow the refrigerant distributor to be mounted in vertical position while still allowing horizontal TXV connection.



PROPOSAL

commercial and residential
Heating • Air Conditioning • Refrigeration

PAGE: 1 OF 2

3933 56th Street SW, Grandville, MI 49418
(616) 538-9360

To:

**Rod Weersing & Kim Triplett
Gaines Charter Township
8555 Kalamazoo Avenue SE
Caledonia, MI 49316**

PHONE:

616-698-6640

JOB NAME/ LOCATION:

SAME

DATE:

7-27-2023

JOB NUMBER:

230526-2 REVISION #2

We hereby submit specifications and estimates for:

RE: Air Handler Unit #1 / New Unit Installation

On 8-1-2022 the 1st Stage Compressor for AHU1 failed. We were able to rewire the unit to allow the remaining 2nd Stage Compressor to run in its place. This is a 25-ton, R-22 system and was manufactured in May of 2002. The unit is at the end of a normal life span of 15 to 20 years. The refrigerant used in this system is R-22 and is no longer being manufactured and is becoming increasingly scarce/expensive. However, there are alternative refrigerants that can be used in this system with some system modifications. The current standard refrigerant is R410a and is being phased out as well. It will be replaced with refrigerants classified as A2L and these will require new equipment designed for these types of refrigerants. Those new designs are still being finalized and are at least 6 months away from production.

PROPOSAL INCLUDES:

Replace the entire outdoor unit and replace the indoor evaporator coil using new R-410a refrigerant.

1. Recover the existing system refrigerant and recycle.
2. Remove the existing outdoor unit with crane and recycle.
3. Install a new outdoor unit with crane and reconnect to existing piping and electrical.
 - a. Trane 25-Ton Condensing Unit
 - b. 460/60/3
 - c. No Controls
 - d. Standard Ambient Control
 - e. cULus Approval
 - f. Suction Service Isolation Valve
 - g. 5-Year Compressor Parts Warranty
4. Install a new liquid line filter/drier core and sight-glass.
5. Install a new suction line filter drier assembly.
6. Remove the original interior evaporator coil and recycle.
7. Install a new interior evaporator coil and connect to the existing refrigeration piping.
 - a. Trane UF Coil 1/2" DX Delta-Flo
 - b. Unit Height Coil
 - c. Packed Elbows
 - d. Cooling Unit w/Drain Holes
 - e. Coil / For Use In MCC Unit (MCCA)
 - f. Horizontal Coil
 - g. Unit Size 1717
 - h. Medium Coil Module
 - i. Left Hand Supply
 - j. Galvanized Steel Casing (Std)
 - k. 6 Rows
 - l. Aluminum Fins



PROPOSAL

PAGE: 2 OF 2

8. Install new evaporator thermodynamic expansion valves for R-41 0a refrigerant.
9. Install new liquid line solenoid valves for R-41 0a refrigerant.
10. Install a new liquid receiver tank in the new condenser.
{The existing condensers have aftermarket liquid receivers added to them, which allow the condensers to operate under low ambient conditions.}
11. Install a new liquid line sight glass.
12. Install a new liquid line isolation ball valve.
{Not required, however, this can significantly reduce future service costs by reducing time to recover the system's refrigerant charge.}
13. Evacuate the system to a minimum of 500 microns.
14. Re-insulate suction lines as necessary.
15. Charge system with new R-41 0a refrigerant.
{The refrigerant charge is significantly greater due to the installation of the liquid receiver tank.}
16. Start, test, and adjust as required.
17. Permit {Mechanical}.

Price: \$52,838.00

Thank you!

WE PROPOSE hereby to furnish materials and labor complete in accordance with the above specifications for the sum of:
Fifty-Two Thousand, Eight Hundred Thirty-Eight Dollars and 00/100 { \$52,838.00 }

Payment to be made as follows:
Upon Completion

All material is guaranteed to be as specified and all work is to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner is to carry fire, tornado and other necessary insurance and all our workers are fully covered by Worker's Compensation insurance.

ACCEPTANCE OF PROPOSAL - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified and payment will be made as outlined above.

Authorized
Signature: _____

Print: - - - - -

Date of Acceptance: _____

Signature: *Marty Zuidema*

Note: This proposal is subject to review after 30 days from above date.



MEMO

Stoff Communication-Action Required

DATE: August 9, 2023
TO: Goines Charter Township
FROM: Rod Weersing, Township Manager
RE: Revision of Fireworks Ordinance

SUMMARY OF TOPIC:

The Township's Fireworks Ordinance was last revised in 2013. At that time the State of Michigan had rewritten the fireworks laws and the Township updated our ordinance to be in line with the new laws.

Our current ordinance states:

- (b) **GENERAL PROVISIONS.** The intent of this section is to regulate the use of fireworks within the boundaries of the township.
- (c) **Ignition, discharge, or use of consumer fireworks.** No person shall at any time ignite, discharge, or use consumer fireworks within the township between the hours of 11:00 p.m. and 11:00 a.m.

The intent of the ordinance was to follow the states restrictions, which allowed the discharge of fireworks the day preceding, the day of, or the day after a national holiday.

Our current ordinance can be misinterpreted to state that fireworks are allowed any day except between the hours of 11:00pm and 11:00am. This was not the intent. Each year the number of complaints we receive increases, prompting us to revise our current ordinance to eliminate the misinterpretations, and incorporate the changes the State of Michigan has made.

The proposed revision will clearly define the days and times it is permissible to discharge fireworks in the Township:

A. IGNITION, DISCHARGE OR USE OF CONSUMER FIREWORKS:
No person shall ignite, discharge, or use any consumer fireworks within the Township except during the following dates and times and as permitted by State or Federal law:

- 1) **December 31, after 11:00 a.m. and until 1:00 a.m. on January 1.**
- 2) **On Saturday and Sunday immediately preceding Memorial Day after 11:00 a.m. and until 11:45 p.m. on each of those days.**
- 3) **On June 29 to July 4, after 11:00 a.m. and until 11:45 p.m. on each of those days.**
- 4) **On July 5, if July 5 is a Friday or Saturday, after 11:00 a.m. and until 11:45 p.m.**
- 5) **On Saturday or Sunday immediately preceding Labor Day, after 11:00 a.m. and until 11:45 p.m. on each of those days.**

BUDGET ACTION REQUIRED: NONE

STAFF RECOMMENDATION:

Staff recommends the Board review the proposed changes. and if approved set a public hearing for September 11. 2023.

CHARTER TOWNSHIP OF GAINES
FIREWORKS CONTROL ORDINANCE
(ORDINANCE No. _____)

A. DEFINITIONS:

- 1) "Alcoholic liquor" shall mean the same as defined in Section 1d of the Michigan Vehicle Code, Act 300 of 1949 (MCL 257.1 *et seq.*), as amended (hereinafter the "Vehicle Code").
- 2) "Consumer fireworks" shall mean the same as defined in Section 2(f) of the Michigan Fireworks Safety Act, Act 256 of 2011 (MCL 284.51 *et seq.*) as amended (hereinafter the "Fireworks Act").
- 3) "Controlled substance" shall mean the same as defined in Section Sb of the Vehicle Code.
- 4) "Fireworks" shall mean consumer fireworks and low impact fireworks.
- 5) "Low impact fireworks" shall mean the same as defined in Section 2(n) of the Fireworks Act.
- 6) "Township" as used in this ordinance shall mean Gaines Charter Township, Kent County, Michigan.

B. GENERAL PROVISIONS: The intent of this ordinance is to promote the safety and welfare of the landowners, residents, and visitors of and to the Township by regulating the use of fireworks within the Township.

C. IGNITION, DISCHARGE OR USE OF CONSUMER FIREWORKS: No person shall ignite, discharge, or use any consumer fireworks within the Township except during the following dates and times and as permitted by State or Federal law:

- 1) December 31, after 11:00 a.m. and until 1:00 a.m. on January 1.
- 2) On Saturday and Sunday immediately preceding Memorial Day after 11:00 a.m. and until 11:45 p.m. on each of those days.
- 3) On June 29 to July 4, after 11:00 a.m. and until 11:45 p.m. on each of those days.
- 4) On July 5, if July 5 is a Friday or Saturday, after 11:00 a.m. and until 11:45 p.m.
- 5) On Saturday or Sunday immediately preceding Labor Day, after 11:00 a.m. and until 11:45 p.m. on each of those days.

D. OFFENSES AGAINST PROPERTY:

- 1) No person or entity shall ignite, discharge, or use consumer fireworks on any property not their own without the prior written consent of the property owner.
- 2) No person or entity shall leave, or permit any debris, remnants, or unburned fragments of fireworks to remain on any private or public property for more than 24 hours.

E. USE OF FIREWORKS BY INDIVIDUALS UNDER THE INFLUENCE: No person shall use fireworks while under the influence of alcoholic liquor, a controlled substance, or any combination thereof.

F. FIREWORK SAFETY: No person shall recklessly ignite, discharge, or use fireworks within the Township in a manner that endangers the life, health, safety, or well-being of any person or property.

G. POSSESSION BY OR TRANSFER TO MINOR:

- 1) No person or entity shall gift, give, or transfer, without consideration, consumer fireworks to a person under the age of 18 years within the Township.
- 2) No person under the age of 18 shall possess, control, ignite, discharge, or use any consumer fireworks within the Township, except while in the presence and under the direct control of a parent, guardian, or other responsible adult.
- 3) No person or entity shall permit the ignition, discharge, or use of any consumer fireworks by an unsupervised person under the age of 18 on an owner's or occupant's property within the Township.

H. HOMEMADE AND MODIFIED FIREWORKS: Regardless of any preceding section, no person or entity shall use, ignite, or discharge any homemade, or modified, enhanced, or altered fireworks not otherwise authorized by the Fireworks Act.

I. PENALTIES:

- 1) Any person, or entity in violation of, or permits a violation of, Section C of this Article shall be responsible for a civil infraction and shall be liable for a civil fine in the amount of \$1,000.00, and a remittance to local law enforcement in the amount of \$500.00.
- 2) Any person or entity in violation of or permits the violation of any provision of this Article, other than Section C, shall be responsible for a civil infraction and shall be liable for a civil fine, costs of prosecution, and any other remedy available at law. The civil fines shall be for no less than \$50.00 and no more than \$500.00 for the first offense; and no less than \$100.00 and no more than \$2,500.00 for any subsequent offense within 365 days of a previous offense.



MEMO

Staff Communication-Action Required

DATE: August 10, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: Renewal of current lease with Kent County Sheriff Department

SUMMARY OF TOPIC:

The existing lease agreement with Kent County (for the Sheriff Department substation) expired March 29, 2023.

The County expressed its desire to renew the lease for an additional ten (10) years, with the lease terms remaining the same, with the exception of adding the use of Room C for a workout facility.

For 2023, the base monthly rental fee is \$2,430.90. In addition to this base monthly fee; the County is also billed back for utilities, grounds and building maintenance, and other expenses related to the maintenance of their leased premises. Note the base monthly rental fee will be adjusted to include the square footage of the additional room they will be using.

Each January 1st, the lease is adjusted (up/never down) to reflect any increase in the CPI as reported by the United States Department of Labor.

A final draft of the proposed lease is attached for your review. Note this proposed lease has been reviewed by attorneys for both parties.

BUDGET ACTION REQUIRED: NONE

STAFF RECOMMENDATION:

Staff recommends this lease be renewed for an additional ten (10) years.

LEASE

THIS LEASE (the "Lease") is made and executed on this ____ day of August, 2023, between GAINES CHARTER TOWNSHIP, a Michigan charter township, of 8555 Kalamazoo Avenue, Caledonia, Michigan 49316, as "Landlord", and the COUNTY OF KENT, a Michigan municipal corporation, of 300 Monroe Avenue, N.W., Grand Rapids, Michigan 49503, as "Tenant".

1. Leased Premises. The Landlord is the owner of the real property located in Gaines Township, Kent County, Michigan and more particularly described on attached Exhibit A, (the "Property") and the municipal office building (the "Building") and other related improvements on the Property, including, without limitation, the parking areas adjacent to the Building (the "Improvements"). The Landlord lets and leases to the Tenant, and the Tenant hires and leases from the Landlord at the rents and under the terms and conditions set forth in this Lease, approximately 6,665 square feet of rentable floor area of the Building, and a portion of Improvements consisting of a parking area measuring approximately 20,931 square feet, all as more particularly depicted on attached Exhibit B for the Building, and Exhibit C for the parking area (collectively, the "Leased Premises"). The parking area shown on Exhibit C that is designated for the Tenant shall specifically be referred to herein as the "Tenant Parking Area". The Tenant shall have the nonexclusive right to use the common entrances, hallways, stairways, elevators and restrooms of the Building and the driveways and walkways located adjacent to the Building (collectively "Common Area").
2. Purpose of Occupancy.
 - a. The Tenant shall occupy and use the Leased Premises for office purposes in connection with its Sheriff's Department and any other related governmental purpose, but for no other purpose without the prior written consent of the Landlord, which consent shall not be unreasonably withheld. Neither the Leased Premises nor any other portion of the Property shall be used for any purpose which would: (i) violate any law, ordinance, rule or regulation applicable to the Property; (ii) violate any exclusive use rights granted by the Landlord to any other tenant of the Property prior to the date of this Lease; (iii) in any way create a nuisance or trespass; or (iv) in any way violate the terms of any policy of insurance provided by the Landlord under this Lease or increase the rate of insurance under any such policy of insurance.
 - b. The Tenant shall not perform or permit any of the following acts to be performed by the Tenant or its agents, employees, contractors or invitees without the written consent of the Landlord:

- ii. Inscribe, paint or affix or permit to be inscribed, painted or affixed any sign, advertisement or notice on any part of the Building, inside or out, unless of such character, color, size or material, and in such place as shall first be approved beforehand by the Landlord in writing.
 - iii. Place any telecommunications line or other wires and instruments in the Leased Premises unless directed by the Landlord as to where and how the same are to be placed, and, without such direction, no placement of any such apparatus shall be permitted; provided, however, the Tenant shall be permitted to install standard telephone and computer lines at the Tenant's expense within the Leased Premises.
 - iv. Use electricity in the Leased Premises in excess of the capacity of any of the electrical conductors and equipment in or otherwise serving the Leased Premises nor connect any additional fixtures, appliances, or equipment other than lamps, typewriters, PC type desktop computers and similar small office machines to the Building electric distribution system or make any alteration or addition to the electric system of the Leased Premises.
3. **Terms of Lease.** This Lease shall commence on the 1st day of September 2023 (the "Commencement Date") and continue until 5:00 PM on September 1, 2033, unless earlier terminated as provided in this Lease (the "Term"). In any event, the Landlord may terminate this Lease upon six (6) months' prior written notice to the Tenant if the Landlord requires the Leased Premises for the Landlord's own use. Said termination is effective upon the conclusion of the six (6) month notice period. In such event, the Landlord and the Tenant shall negotiate in good faith an amount to be paid by the Landlord to the Tenant to offset costs expended by the Tenant for the Tenant's improvements.
4. **Rent.** The Tenant covenants and agrees to pay the Landlord as rent for the Leased Premises during the term of this Lease as follows:
- a. **Base rent.** Beginning on the Commencement Date, the Tenant shall pay to the Landlord, as Base Rent for the Leased Premises Two Thousand Seven Hundred Thirty and 09/100 Dollars (\$2,730.09) per month, payable in bi-monthly installments. Rent shall adjust as provided under Paragraph 4(b), below.
 - b. **Annual Adjustments.**
 - i. The Base Rent paid by the Tenant shall be adjusted upward, but never downward, effective as of the first day of January 2024, and January first each year thereafter during the Term, to reflect the increase, if any, in the Consumer Price Index (All Cities, All Urban Consumers, All Items, 1982-1984+100) subsequently referred to as "CPI-U") or its successor Consumer Price Index, as published by the United States Bureau of Labor Statistics. This adjustment shall be computed by adding to the

Base Rent an amount determined as follows: the CPI-U index number published by the United States Department of Labor, Bureau of Labor Statistics, the last month (December) of the prior year, each consecutive year. The Base Rent, as adjusted, shall be paid in equal bi-monthly installments as provided in Paragraph 4(a) above.

- ii. If the CPI-U is changed so that the base year differs from that used for the Initial Index Number, the CPI-U shall be converted in accordance with the conversion factor published by the United States Department of Labor, Bureau of Labor Statistics. If the CPI-U is discontinued or revised during the term of this Lease, or any renewal term, such other government index or computation with which it is replaced shall be used in order to obtain substantially the same results as would be obtained if the CPI-U had not been discontinued or revised.

c. 'Additional Rent.

- i. The Tenant shall also pay to the Landlord, as additional rent; the Tenant's pro rata share of the operating expenses for the Property, Building, and Improvements (the "Operating Expenses"). The Tenant's pro rata share of the Operating Expenses with respect to the Building, Property, and Improvements shall be based upon the ratio of the number of square feet of rentable area of the Leased Premises in the Building to the total number of rentable square feet in the Building.
- ii. "Operating Expenses" shall include all costs of operating, maintaining, repairing and replacing the Property, Building, and Improvements, including, without limitation, the following costs and expenses incurred by the Landlord: all property taxes and assessments, real, personal, general and special, if any, and any costs reasonably incurred in appealing any such tax or assessment; utility costs and expenses including water, sewer, electricity, gas and other sources of power for heating, lighting, ventilating or air conditioning, except when separately billed to a tenant of the Building; property management fees; fire and casualty insurance premiums; janitorial services contracted for by the Landlord and/or wages, salaries, fringe benefits, and applicable taxes on the employer for services related to the Building performed by the Landlord's employees; supplies consumed in connection with cleaning, maintenance and repair, snow removal, lawn care, landscaping, parking, and other exterior grounds maintenance and repair; and all installation, maintenance, repair and replacement costs. "Operating Expenses" shall not include (I) any alterations to meet the needs of specific tenants of the Building; (II) any expense that is paid through insurance or otherwise reimbursed to the Landlord other than under this Paragraph 4; (III) costs of the replacement of the roof or other structural components of the Building; (IV) costs for the replacement of the Building's mechanical systems,

other than systems located in the Leased Premises; and (V) costs of maintaining and repairing the parking areas (other than the Tenant Parking Area).

- iii. Such additional rent shall be computed on the basis of each calendar year and shall be adjusted in January of each year during the Term. The Tenant shall pay its pro rata share of Operating Expenses in bi-monthly installments upon request of the Landlord, in the amount estimated by the Landlord each year without any deduction or setoff whatsoever beginning on the Commencement Date of this Lease. Within sixty (60) days after the end of each calendar year, the Landlord shall furnish the Tenant with a written statement itemizing the Operating Expenses for the calendar year and a written statement of the amount of the Tenant's pro rata share of said Operating Expenses. If the total amount paid by the Tenant for the prior calendar year shall be less than the actual amount due from the Tenant for that year, the Tenant shall, within ten (10) days after written notice, pay the Landlord the difference between the amount paid by the Tenant and the actual amount due; if the total amount paid by the Tenant for the prior calendar year exceeds the actual amount due from the Tenant for the year, the Tenant shall receive a credit for such amount against rent to become due under this lease, or if the Lease has expired, a refund of such excess from the Landlord.

d. Payment. The bi-monthly installments of rent and all other sums payable under this Lease by the Tenant shall be paid without setoff, counter claim, recoupment, abatement, suspension or deduction within 30 days of receipt of an invoice from the Landlord; provided, however, failure or delay of the Landlord in providing an invoice to the Tenant does not relieve the Tenant of any obligation to pay its rental installments.

e. Additional Consideration. As a material part of the consideration of this Lease, upon the Commencement Date, the Tenant releases the Landlord from any obligation whatsoever (including without limitation the obligation to pay money), that the Landlord now or in the future may have to the Tenant, or any subdivision or department of the Tenant, relating to the Tenant's occupancy charges at the Leased Premises or any other location in Gaines Charter Township.

- 5. Taxes and Special Assessments. Subject to Paragraph 4 above, the Landlord shall pay and discharge all real property taxes and special assessments, if any, which may be levied against all or any portion of the Property, Building, and Improvements during the term of this Lease. The Tenant shall pay and discharge all personal property taxes which may be levied against its furniture, equipment and other personal property located on the Leased Premises.

6. **Insurance and Indemnity.** Subject to Paragraph 4 above, the Landlord shall keep the Property, Building, and Improvements insured against loss or damage by fire and those risks covered by "extended coverage" as provided in a Michigan standard fire insurance policy in the amount of the full replacement cost of the Building and Improvements, or shall be deemed to be self-insured. Any such policy of insurance shall be payable to the Landlord or as the Landlord specifies. The Tenant shall at all times during the term of this Lease maintain public liability and property damage insurance coverage with respect to the Leased Premises, Property, Building and Improvements in amounts and on terms reasonably acceptable to the Landlord. Any such policy of insurance shall name the Landlord as an additional insured party. In addition, the Tenant shall indemnify the Landlord against and save the Landlord harmless from any liability or claim for damages which may be asserted against the Landlord by reason of any accident or casualty occurring in, on or about the Leased Premises, Property, Building, or Improvements or otherwise arising from the Tenant's use and occupancy of the Leased Premises except such as arise from the negligence or willful misconduct of the Landlord, its agents or employees. The Tenant, at its expense, shall keep all of its furnishings, equipment and other personal property located on the Leased Premises, Property, Building, or Improvements fully insured against loss or damage by fire and those risks covered by "extended coverage" as provided in a Michigan standard fire insurance policy. Such policy of insurance shall be payable to the Tenant or as the Tenant specifies. The Tenant hereby releases the Landlord from any and all liability for any damage to or loss of such personal property from any cause whatsoever.
7. **Waiver of Subrogation.** Each policy of insurance authorized or required of either party under this Lease shall contain a clause or endorsement under which the insurer waives all right of subrogation against the other party, its agents and employees with respect to losses payable under such policy, and each party hereby waives all right of recovery it might otherwise have against the other party, its agents and employees for any loss or injury which is covered by such a policy of insurance, notwithstanding that such loss or injury may result from the negligence or fault of such other party, its agents and employees.
8. **Utilities/Services.** The Tenant shall pay all charges for utility and other services provided to the Leased Premises that are separately metered, all janitorial services for the Leased Premises, and all charges for snowplowing and snow removal with respect to the Tenant Parking Area. Subject to Paragraph 4 above, the Landlord shall pay all charges for all other utility services necessary for the reasonable use and operation of the Leased Premises and the Building and Improvements. The Landlord shall not be liable in damages or otherwise for any interruptions or failure in the supply of any utilities or utility service to the Leased Premises.
9. **Maintenance and Condition of Leased Premises.** The Tenant, at its sole expense, shall keep the Leased Premises in good maintenance, condition, and repair, reasonable wear and tear excepted (including, without limitation, the maintenance, repair, and replacement of the HVAC, plumbing and electrical systems serving the

Leased Premises, the Tenant's equipment installed in the Leased Premises, and the Tenant Parking Area). The Tenant shall perform all other maintenance, repair, and replacement upon the Leased Premises, the Property, Building, and Improvements necessitated by the acts of neglects of the Tenant, its agents, employees, or invitees. Subject to Paragraph 4 above, all other necessary maintenance, repair, and replacement of the Property, Building and Improvements shall be performed by the Landlord. The Tenant shall promptly notify the Landlord in writing of any defective condition known to it which the Landlord is required to repair or replace and failure to so report such defect shall make the Tenant responsible to the Landlord for any additional loss or aggravation of loss incurred by the Landlord by reason of the Tenant's failure to notify the Landlord. The Tenant shall keep the Leased Premises in a neat and clean condition, shall not allow refuse to accumulate, and shall conduct its business in such a manner that the risk of fire to the Leased Premises shall not be increased beyond the hazard normal and usual for its type of business.

10. Alterations. The Tenant shall not make or permit to be made any alterations, additions, or improvements in, upon, or to the Leased Premises, or any part of the Leased Premises that exceed the cost of \$50,000.00, without obtaining the written consent of the Landlord. In the event such consent is obtained all, such alterations, additions or improvements shall be performed at the expense of the Tenant in a good, workmanlike manner, free from faults and in compliance with all applicable laws and building codes with plans and specifications preapproved by the Landlord. The Tenant shall not allow any construction liens to attach to the Leased Premises or the Property, Building, or Improvements in connection with any alteration, and the failure of the Tenant to have any such lien released within ten (10) days after written notice from the Landlord shall constitute a default under this Lease. In addition, the Tenant shall indemnify, defend, and hold the Landlord harmless from any and all costs and expenses incurred by the Landlord in connection with such construction liens, including, without limitation, attorneys fees and costs of litigation. All alterations, additions, or improvements (except trade fixtures) made and installed by the Tenant shall become part of the realty, shall become the property of the Landlord and shall remain for the benefit of the Landlord at the end of the term or other expiration of this Lease in as good condition as they were when installed, reasonable wear and tear excepted; provided, however, that any such alteration, addition, or improvement remaining at the end of the term or other expiration of this Lease, shall upon demand made by the Landlord, be removed by the Tenant, at the Tenant's expense, and the Tenant shall repair any damage caused by such removal, restoring the Leased Premises to its condition prior to the making of such alteration, addition or improvement.

11. Performance by Landlord. In the event the Tenant fails to perform any of its covenants and agreements as set forth in this Lease and such failure continues for a period of ten (10) days after written notice from the Landlord (except that no such notice shall be required in emergency situations), the Landlord shall have the option to undertake such performance for the Tenant, and the costs and expenses reasonably incurred by the Landlord by reason such undertaking shall be due and

payable forthwith by the Tenant to the Landlord as additional rent under Section 4(c) this Lease.

12. **Compliance with Public Authority Requirements.** The Tenant agrees, at its own expense, to promptly comply with all requirements of any legally constituted public authority made necessary by reason of the Tenant's use or occupancy of the Leased Premises, including, without limitation, the Americans with Disabilities Act.

13. **Hazardous Materials.**

- a. **Definitions.** For purposes of this Lease, the terms "Hazardous Materials" and "Relevant Environmental Laws" shall be defined as follows:

- i. "Hazardous Materials" shall mean all solids, liquids and gasses, including but not limited to solid waste, asbestos, crude petroleum and petroleum fractions, toxic chemicals, polychlorinated biphenyls, paint containing lead, volatile organic chemicals, chlorinated organic compounds, and urea formaldehyde foam insulation, which are governed or-regulated by Relevant Environmental Laws.
- ii. "Relevant Environmental Laws" shall include but not be limited to all federal, state or local laws, rules, regulations, orders or determinations established or issued by any judicial, legislative or executive body, of any governmental or quasi-governmental entity which govern or regulate the existence, storage, use, disposal, or release of any solid, liquid or gas on, in or under the Leased Premises, or which govern or regulate the environmental effect of any activity currently or previously conducted on the Leased Premises.

- b. **Tenant's Obligations: Indemnification.** The Tenant shall not, nor shall it permit its employees, invitees, contractors or subcontractors collectively "Tenant's Agents"), bring upon, keep, store, use, or dispose of any Hazardous Materials on, in, under, or about the Leased Premises, the Property, Building or Improvements or any adjacent property, except for the following: (I) gas, diesel fuel, oil, and other petroleum products and petroleum by-products which drip in normal amounts from motor vehicles on parking and maneuvering areas surrounding the Building; (II) Hazardous Materials contained within the Tenant's products, equipment, or inventory and which do not pose any significant threat of being released into the environment; or (III) general office supplies (including, without limitation, ordinary cleaning chemicals and solutions) used for their intended purpose and not posing any significant threat of contamination of the Leased Premises, the Building, the Improvements, the Property or any adjacent property. The Tenant shall cause the presence, use, storage, and/or disposal of any Hazardous Materials on, in, under, or about the Leased Premises, the Property, Building or Improvements or any adjacent property by the Tenant or the Tenant's Agents to be in complete compliance with all Relevant Environmental Laws. The Tenant shall defend, indemnify, protect, and hold

the Landlord harmless from and against all claims, costs, fines, judgments, and liabilities, including attorney fees and costs, arising out of or in connection with the presence, storage, use or disposal of Hazardous Materials in, on, under, or about the Leased Premises, the Property, Building or Improvements or any adjacent property caused by the acts, omissions, or negligence of the tenant and/or the Tenant's Agents. The Tenant's obligations hereunder shall survive the termination of this Lease.

14. Damage to Leased Premises.

a. In the event the Leased Premises and/or Building are damaged by fire, the elements, act of God, or other cause to such extent that the Leased Premises are rendered untenable by the Tenant or more than fifty percent (50%) of the Building is rendered untenable, and in the event the Landlord elects not to rebuild the Leased Premises and Building as they existed prior to the damage or in some other manner satisfactory to the Tenant, then the Landlord, within sixty (60) days of the date the damage occurred, shall notify the Tenant in writing of such election, and this Lease shall be canceled as of the date the damage occurred, and the Landlord and the Tenant shall have no further obligations by reason of its provisions. In the event the Landlord elects to rebuild the Leased Premises and Building as they existed prior to the damage or in some other manner satisfactory to the Tenant, then the Landlord shall commence such rebuilding within one-hundred eighty (180) days of the date of such damage and shall continue and complete such rebuilding as promptly as possible. Rent shall abate until such rebuilding is complete.

b. In the event the Leased Premises are not damaged to such extent that they are rendered wholly untenable by the Tenant and the Lease is not terminated as provided above, then the Tenant shall continue to occupy that portion of the Leased Premises which are tenantable, the rent shall abate proportionately to the portion that remains tenantable, and the Landlord shall promptly commence and complete repairs to the portion damaged.

c. In no event and under no circumstances shall the Landlord be liable to the Tenant for any loss occasioned by damage to the Leased Premises, other than for the abatement of rent as provided in this Paragraph 14. Under no circumstances shall there be any abatement of rent under this Paragraph 14 if the damage to the Leased Premises is caused by the acts or neglect of the Tenant or the Tenant's Agents.

15. Eminent Domain.

a. In the event that the whole of the Leased Premises shall be taken or condemned for any public or quasi-public use or purpose by any competent authority in appropriation proceedings or by any right of eminent domain, then this Lease shall terminate as of the date title vests in the condemner, all rents and other payments shall be paid up to that date, and the Landlord and the Tenant shall have no further obligations by reason of the provisions of this Lease.

b. In the event that less than the whole of the Leased Premises or any substantial portion of the Building or Property is so taken or condemned, then the Landlord shall have the right to terminate this Lease upon written notice to the Tenant given at least thirty (30) days prior to the date title vests in the condemner, and this Lease shall terminate as of the date title vests in the condemner, all rents and other payments shall be paid up to date and the Landlord and the Tenant shall have no further obligations by reason of the provisions of this Lease. In the event that the Landlord does not elect to so terminate this Lease, the Landlord, to the extent of the condemnation award, shall repair and restore the portion not affected by the taking so as to constitute the remaining premises a complete architectural unit. Thereafter, the rent to be paid by the Tenant shall be adjusted proportionately according to the ratio that the floor area remaining in the Leased Premises bears to the former floor area in the Leased Premises, and all of the other terms of this Lease shall remain in full force and effect.

c. The Tenant shall have no interest in any award resulting from any condemnation or eminent domain or similar proceedings whether such award be for diminution in value to the leasehold or to the fee of the Leased Premises, except that the Tenant shall be entitled to claim, prove and receive in such proceedings such award as may be allowed it for loss of business, relocation and for the Tenant's trade fixtures and personal property which are removable by the Tenant at the end of the term of this Lease, provided such award shall be in addition to the award for land, buildings and other improvements.

16. Defaults of Tenant. The following occurrences shall be deemed defaults by the Tenant:

a. The Tenant shall fail to pay when due any rent or other sum payable under this Lease and such failure continues for five (5) days after such payment is due.

b. The Tenant shall abandon or vacate the Leased Premises before the end of the Term.

c. The Tenant shall be in breach of any other obligation under this Lease, and such breach shall continue for thirty (30) days after written notice from the Landlord.

d. The Tenant shall breach any obligation under this Lease three (3) or more times in a one-year period, even if cured.

17. Remedies of Landlord. In the event of a default by the Tenant, the Landlord shall have the following rights and remedies in addition to all other rights and remedies otherwise available to the Landlord.

a. The Landlord shall have the right to terminate this Lease upon written notice to the Tenant without prejudice to any claim for rents or other sums due or to become due under this Lease.

b. The Landlord shall have the immediate right of re-entry and may remove all persons and property of the Tenant from the Leased Premises, Property, Buildings, and Improvements. Such property may be removed and stored at the cost of the Tenant. Should the Landlord elect to re-enter as herein provided, or should the Landlord take possession pursuant to legal proceedings, the Landlord may either terminate this Lease or, without terminating this Lease, relet the Leased Premises or any part thereof for such term or terms (which may be for a term extending beyond the term of this Leases) and at such rental or rentals and upon such other terms and conditions as the Landlord, in the exercise of its sole discretion, deems advisable, with the right to make alterations and repairs to the Leased Premises. Upon each such reletting, (I) the Tenant shall be immediately liable to pay to the Landlord, in addition to any indebtedness other than rent due hereunder, the cost and expense of such reletting and of any such alternations and repairs incurred by the Landlord, or (II) at the option of the Landlord, rents received by the Landlord from such reletting shall be applied first, to the payment of any indebtedness other than rent due hereunder from the Tenant to the Landlord; second, to the payment of any costs and expenses of such reletting and of such alterations and repairs; third, to the payment of rent unpaid hereunder; and the residue, if any, held by the Landlord and applied in payment of future rent as the same may become due and payable hereunder.

c. The Landlord may immediately sue to recover from the Tenant all damages the Landlord may incur by reason of the Tenant's default, including the cost of recovering the Leased Premises, all of which shall be immediately due and payable along with attorneys' fees.

d. The Landlord shall have such additional remedies as are allowed under Michigan law or equity.

18. **Late Charge and Interest for Past Due Payments.** All installments of rent and other amounts payable to the Landlord under this Lease if not paid within fifteen (15) days after they become due shall be subject to a late charge equal to five percent (5%) of the installment amount. In addition, any payment of rent or other amount due from the Tenant to the Landlord which is not made when due under this Lease shall bear interest from the date of nonpayment to the date of payment at a rate equal to the lesser of ten percent (10%) per year or the maximum rate permitted by law.

19. **Legal Expenses.** In case suit shall be brought by either party of breach of any term herein contained, all expenses incurred therefore (including attorney's fees and costs) shall be awarded to the party prevailing in such suit.

20. **Right of Access.**

a. The Tenant agrees to permit the Landlord, and the Landlord's agents, to inspect or examine the Leased Premises at any reasonable time in a reasonable manner, for any emergency reason and to permit the Landlord to make such repairs, decorations,

alterations, improvements or additions in the Leased Premises or to the Building as the Landlord may deem desirable or necessary or which the Tenant has covenanted in this Lease to do but has failed to do, without the same being construed as an eviction of the Tenant, in whole or in part, by reason of loss or interruption of the business of the Tenant because of the prosecution of such work, and the rent due under this lease shall in no way abate while such decorations, repairs, alterations, improvements or additions are being made. The Tenant shall have the right to accompany the Landlord on any such inspections and examinations, which shall be scheduled to suit the reasonable convenience of both parties.

b. The Landlord shall have the right to enter upon the Leased Premises at any reasonable time during the term, or any renewal term, of this Lease for the purpose of exhibiting the Leased Premises to prospective tenants or purchasers, provided advance notice is given to the Tenant, and provided such exhibitions are scheduled to suit the reasonable convenience of both parties. For a period commencing six (6) months prior to the expiration or termination of this Lease, the Landlord may also place signs in, or upon the Leased Premises to indicate that the same are for rent, which signs shall not be altered, removed, obliterated or hidden by the Tenant. Signs indicating the Building is for sale may be placed on the Building or Property at any time.

21. Surrender of Leased Premises.

a. The Tenant covenants and agrees to surrender possession of the Leased Premises to the Landlord upon the expiration of the Term or upon earlier termination of this Lease, in as good condition and repair as the same shall be at the commencement of the term of this Lease, or as the same may have been put by the Landlord or the Tenant during the continuance of this Lease, ordinary wear and tear excepted. In addition, the Tenant shall remove all of its personal property from the Leased Premises and shall repair any damage to the Leased Premises caused by such removal.

b. Any personal property of the Tenant or of anyone claiming under the Tenant which shall remain on the Leased Premises after the expiration or termination of this Lease shall be deemed to have been abandoned by the Tenant, and either may be removed by the Landlord as its property or may be disposed of in such manner as the Landlord may see fit, and the Landlord shall not be in any way responsible for such property.

22. Holding Over. In the event the Tenant shall continue to occupy all or any part of the Leased Premises after the expiration of the term, without the written consent of the Landlord, such holding over shall be deemed to constitute either a tenancy at will, or a tenancy from month to month, at the Landlord's option, upon the same terms and conditions as are contained in this Lease, except as to term; provided, however, if such holding over is without the Landlord's written consent, the Tenant shall pay to the Landlord as rent for each month, or part of a month, that the Tenant remains in

possession of the Leased Premises, one and one-half times the monthly rental rate in effect immediately prior to the date of termination.

23. **Assignment and Sublease.** The Tenant shall not assign this Lease, nor sublet all or any part of the Leased Premises or any of the Tenant's rights under this Lease, whether by contract, license, or operation of law, without the prior written consent of the Landlord. The Landlord's consent to any one assignment or sublease shall not constitute consent to any other assignment or sublease. In addition, no consent to any assignment or sublease or any course of dealing between any assignee or subtenant and the Landlord (whether or not such assignment or sublease is permitted under this Paragraph) shall in any way release or relieve the Tenant from any of its obligations under this Lease unless such release is expressly granted by the Landlord in writing.
24. **Quiet Enjoyment.** On paying the rent and on performing all of the covenants and agreements on its part to be performed under the provisions of this Lease, the Tenant shall peacefully and quietly have, hold, and enjoy the Leased Premises for the term, and for any renewal term, of this Lease without hindrance by the Landlord, by any predecessor in interest to the Landlord or anyone claiming by or through the Landlord or such predecessor in interest.
25. **Benefit and Obligation.** The benefits of this Lease shall accrue to, and the burdens of this Lease shall be the liabilities of, the heirs, personal representatives, successors, and assigns of the Landlord and the Tenant.
26. **Notices.** All notices required under any provision of this Lease shall be deemed to be properly served if delivered in writing personally or by Federal Express or other comparable delivery service, or sent by registered or certified mail to each party at their address as stated above or at such other address as each party shall designate in writing delivered to the other party. All mailed notices shall be effective upon mailing.
27. **Waiver.** The failure of either party to enforce any covenant, requirement, or condition of this Lease shall not be deemed a waiver thereof or of the right of either party to enforce each and every covenant and condition of this Lease, and no provision of this Lease shall be deemed to have been waived unless such waiver is in writing. One or more waivers of any covenant or condition by the Landlord or the Tenant shall not be construed as a waiver of a subsequent breach of the same covenant or condition nor shall the acceptance of rent or other payment by the Landlord at any time when the Tenant is in default under any term, covenant or condition of this Lease constitute a waiver of such default, nor shall any waiver or indulgence granted by either party be taken as an estoppel against the party granting the indulgence or waiver.
28. **Unenforceability:** In the event any covenant, term, provision, obligation, agreement, or condition of this Lease is held to be unenforceable, it is mutually agreed and

understood, by and between the parties hereto, that the other covenants, terms, provisions, obligations, agreements, and conditions herein contained shall remain in full force and effect

29. Captions. All headings contained in this Lease are intended for convenience only and are not to be deemed or taken as a summary of the provisions to which they pertain or as a construction thereof.
30. Governing Law; Venue. This Lease shall be governed by the laws of the state of Michigan and venue shall be proper only in a court of competent jurisdiction in Kent County, Michigan.
31. Condition-of Leased Premises. The Tenant accepts the Leased Premises, Property, Building, and Improvements "as is" in the condition existing on the Commencement Date, subject to and including all defects, whether latent or patent. The Tenant's acceptance of the Leased Premises shall be conclusive evidence that its condition is satisfactory to the Tenant. The Landlord makes no representations or warranties regarding the condition of, or its title to, the Leased Premises, Property, Building, or Improvements.
32. Security Deposit. None required.
33. Additional Rights Reserved to Landlord. The Landlord shall have the right, but shall be under no obligation, to do the following things (at any time and from time to time) in or about the Leased Premises, the Property, Building and Improvements:
- a. Make such reasonable rules and regulations as in its judgment may from time to time be necessary for the operation, safety, care and cleanliness of the Leased Premises, the Property, Building and Improvement, and for the preservation of good order therein; provided, however, such rules and regulations are reasonable and customary for buildings of this character, are of uniform application to all tenants, are uniformly enforced against all tenants, and are not inconsistent with the provisions this Lease. The Tenant and the Tenant's Agents shall comply with all rules and regulations.
 - b. Control and prevent access' to any part of the Property, Building and/or Improvements by all persons whose presence in the reasonable judgment of the Landlord, or the Landlord's employees, will be prejudicial to the safety, character, reputation or interest of the Building and its tenants.
34. Entire Agreement Amendment This Lease contains all of the terms and conditions of the agreement of the parties concerning the Leased Premises. This Lease may be amended only by a written agreement signed by both the Landlord and the Tenant.

35. **Duplicate.** This Lease may be executed in duplicates, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument which shall represent the agreement of the Parties.

[remainder intentionally left blank; signature page to follow]

IN WITNESS OF WHICH, the Landlord and the Tenant have executed this Lease as of the day first above mentioned.

LANDLORD

**Gaines Charter Township, a Michigan
charter township**

Its: Supervisor

Its: Clerk

TENANT

**County of Kent, a Michigan
municipal corporation**

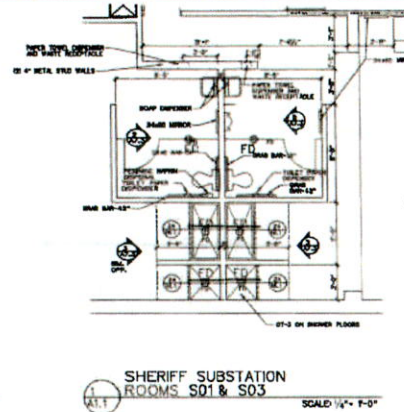
Its: _____ -

EXHIBIT A

DESCRIPTION OF PROPERTY

Part of the Northeast 1/4, Section 20, Town 5 North, Range 11 West, Gaines Township, Kent County, Michigan, described as: Beginning at the Northeast corner of Section 20, Town 5 North, Range 11 West; thence South 00°44'52" West, 2643.76 feet along the East line of said Section 20 to the East 1/4 corner of said Section 20; thence North 89°45'19" West, 1518.51 feet along the East 1/4 line of said Section; thence North 01°39'58" East, 1321.70 feet along the West line of the East 6 acres of the Southwest 1/4, Northeast 1/4 of said Section; thence South 89°45'42" East, 197.75 feet along the North 1/8 line of said Section; thence North 01°39'58" East, 1321.72 feet along the East 1/8 line of said Section; thence South 89°46'05" East, 1324.54 feet along the North line of said Section to the Point of Beginning. Except that part of the Northeast 1/4, Section 20, Town 5 North, Range 11 West, Gaines Township, Kent County, Michigan, described as: Commencing at the Northeast corner of Section 20, Town 5 North, Range 11 West; thence North 89°46'05" West, 98.47 feet along the North line of said Section 20; thence South 00°13'55" West, 33.00 feet to the Point of Beginning; thence South 89°46'05" East, 65.50 feet; thence South 00°52'55" West, 65.50 feet; thence North 44°26'35" West, 92.10 feet to the Point of Beginning.

THE DESIGN FORUM INC.



SHERIFF SUBSTATION FOUR FURNISH SCHEDULE									
ROOM	NAME	POST	DATE	IN	OUT	DATE	IN	OUT	REMARKS
1	CHIEF	CHIEF	10/1/78	0600	1800	10/1/78	0600	1800	
2	CLERK	CLERK	10/1/78	0600	1800	10/1/78	0600	1800	
3	RECEPTION	RECEPTION	10/1/78	0600	1800	10/1/78	0600	1800	
4	INVESTIGATIVE	INVESTIGATIVE	10/1/78	0600	1800	10/1/78	0600	1800	
5	LABORATORY	LABORATORY	10/1/78	0600	1800	10/1/78	0600	1800	
6	TRAINING	TRAINING	10/1/78	0600	1800	10/1/78	0600	1800	
7	RECEPTION	RECEPTION	10/1/78	0600	1800	10/1/78	0600	1800	
8	INVESTIGATIVE	INVESTIGATIVE	10/1/78	0600	1800	10/1/78	0600	1800	
9	LABORATORY	LABORATORY	10/1/78	0600	1800	10/1/78	0600	1800	
10	TRAINING	TRAINING	10/1/78	0600	1800	10/1/78	0600	1800	
11	RECEPTION	RECEPTION	10/1/78	0600	1800	10/1/78	0600	1800	
12	INVESTIGATIVE	INVESTIGATIVE	10/1/78	0600	1800	10/1/78	0600	1800	
13	LABORATORY	LABORATORY	10/1/78	0600	1800	10/1/78	0600	1800	
14	TRAINING	TRAINING	10/1/78	0600	1800	10/1/78	0600	1800	
15	RECEPTION	RECEPTION	10/1/78	0600	1800	10/1/78	0600	1800	
16	INVESTIGATIVE	INVESTIGATIVE	10/1/78	0600	1800	10/1/78	0600	1800	
17	LABORATORY	LABORATORY	10/1/78	0600	1800	10/1/78	0600	1800	
18	TRAINING	TRAINING	10/1/78	0600	1800	10/1/78	0600	1800	
19	RECEPTION	RECEPTION	10/1/78	0600	1800	10/1/78	0600	1800	
20	INVESTIGATIVE	INVESTIGATIVE	10/1/78	0600	1800	10/1/78	0600	1800	
21	LABORATORY	LABORATORY	10/1/78	0600	1800	10/1/78	0600	1800	
22	TRAINING	TRAINING	10/1/78	0600	1800	10/1/78	0600	1800	
23	RECEPTION	RECEPTION	10/1/78	0600	1800	10/1/78	0600	1800	
24	INVESTIGATIVE	INVESTIGATIVE	10/1/78	0600	1800	10/1/78	0600	1800	
25	LABORATORY	LABORATORY	10/1/78	0600	1800	10/1/78	0600	1800	
26	TRAINING	TRAINING	10/1/78	0600	1800	10/1/78	0600	1800	
27	RECEPTION	RECEPTION	10/1/78	0600	1800	10/1/78	0600	1800	
28	INVESTIGATIVE	INVESTIGATIVE	10/1/78	0600	1800	10/1/78	0600	1800	
29	LABORATORY	LABORATORY	10/1/78	0600	1800	10/1/78	0600	1800	
30	TRAINING	TRAINING	10/1/78	0600	1800	10/1/78	0600	1800	
31	RECEPTION	RECEPTION	10/1/78	0600	1800	10/1/78	0600	1800	
32	INVESTIGATIVE	INVESTIGATIVE	10/1/78	0600	1800	10/1/78	0600	1800	
33	LABORATORY	LABORATORY	10/1/78	0600	1800	10/1/78	0600	1800	
34	TRAINING	TRAINING	10/1/78	0600	1800	10/1/78	0600	1800	
35	RECEPTION	RECEPTION	10/1/78	0600	1800	10/1/78	0600	1800	
36	INVESTIGATIVE	INVESTIGATIVE	10/1/78	0600	1800	10/1/78	0600	1800	
37	LABORATORY	LABORATORY	10/1/78	0600	1800	10/1/78	0600	1800	
38	TRAINING	TRAINING	10/1/78	0600	1800	10/1/78	0600	1800	
39	RECEPTION	RECEPTION	10/1/78	0600	1800	10/1/78	0600	1800	
40	INVESTIGATIVE	INVESTIGATIVE	10/1/78	0600	1800	10/1/78	0600	1800	
41	LABORATORY	LABORATORY	10/1/78	0600	1800	10/1/78	0600	1800	
42	TRAINING	TRAINING	10/1/78	0600	1800	10/1/78	0600	1800	
43	RECEPTION	RECEPTION	10/1/78	0600	1800	10/1/78	0600	1800	
44	INVESTIGATIVE	INVESTIGATIVE	10/1/78	0600	1800	10/1/78	0600	1800	
45	LABORATORY	LABORATORY	10/1/78	0600	1800	10/1/78	0600	1800	
46	TRAINING	TRAINING	10/1/78	0600	1800	10/1/78	0600	1800	
47	RECEPTION	RECEPTION	10/1/78	0600	1800	10/1/78	0600	1800	
48	INVESTIGATIVE	INVESTIGATIVE	10/1/78	0600	1800	10/1/78	0600	1800	
49	LABORATORY	LABORATORY	10/1/78	0600	1800	10/1/78	0600	1800	
50	TRAINING	TRAINING	10/1/78	0600	1800	10/1/78	0600	1800	
51	RECEPTION	RECEPTION	10/1/78	0600	1800	10/1/78	0600	1800	
52	INVESTIGATIVE	INVESTIGATIVE	10/1/78	0600	1800	10/1/78	0600	1800	
53	LABORATORY	LABORATORY	10/1/78	0600	1800	10/1/78	0600	1800	
54	TRAINING	TRAINING	10/1/78	0600	1800	10/1/78	0600	1800	
55	RECEPTION	RECEPTION	10/1/78	0600	1800	10/1/78	0600	1800	
56	INVESTIGATIVE	INVESTIGATIVE	10/1/78	0600	1800	10/1/78	0600	1800	
57	LABORATORY	LABORATORY	10/1/78	0600	1800	10/1/78	0600	1800	
58	TRAINING	TRAINING	10/1/78	0600	1800	10/1/78	0600	1800	
59	RECEPTION	RECEPTION	10/1/78	0600	1800	10/1/78	0600	1800	
60	INVESTIGATIVE	INVESTIGATIVE	10/1/78	0600	1800	10/1/78	0600	1800	
61	LABORATORY	LABORATORY	10/1/78	0600	1800	10/1/78	0600	1800	
62	TRAINING	TRAINING	10/1/78	0600	1800	10/1/78	0600	1800	
63	RECEPTION	RECEPTION	10/1/78	0600	1800	10/1/78	0600	1800	
64	INVESTIGATIVE	INVESTIGATIVE	10/1/78	0600	1800	10/1/78	0600	1800	
65	LABORATORY	LABORATORY	10/1/78	0600	1800	10/1/78	0600	1800	
66	TRAINING	TRAINING	10/1/78	0600	1800	10/1/78	0600	1800	
67	RECEPTION	RECEPTION	10/1/78	0600	1800	10/1/78	0600	1800	
68	INVESTIGATIVE	INVESTIGATIVE	10/1/78	0600	1800	10/1/78	0600	1800	
69	LABORATORY	LABORATORY	10/1/78	0600	1800	10/1/78	0600	1800	
70	TRAINING	TRAINING	10/1/78	0600	1800	10/1/78	0600	1800	
71	RECEPTION	RECEPTION	10/1/78	0600	1800	10/1/78	0600	1800	
72	INVESTIGATIVE	INVESTIGATIVE	10/1/78	0600	1800	10/1/78	0600	1800	
73	LABORATORY	LABORATORY	10/1/78	0600	1800	10/1/78	0600	1800	
74	TRAINING	TRAINING	10/1/78	0600	1800	10/1/78	0600	1800	
75	RECEPTION	RECEPTION	10/1/78	0600	1800	10/1/78	0600	1800	
76	INVESTIGATIVE	INVESTIGATIVE	10/1/78	0600	1800	10/1/78	0600	1800	
77	LABORATORY	LABORATORY	10/1/78	0600	1800	10/1/78	0600	1800	
78	TRAINING	TRAINING	10/1/78	0600	1800	10/1/78	0600	1800	
79	RECEPTION	RECEPTION	10/1/78	0600	1800	10/1/78	0600	1800	
80	INVESTIGATIVE	INVESTIGATIVE	10/1/78	0600	1800	10/1/78	0600	1800	
81	LABORATORY	LABORATORY	10/1/78	0600	1800	10/1/78	0600	1800	
82	TRAINING	TRAINING	10/1/78	0600	1800	10/1/78	0600	1800	
83	RECEPTION	RECEPTION	10/1/78	0600	1800	10/1/78	0600	1800	
84	INVESTIGATIVE	INVESTIGATIVE	10/1/78	0600	1800	10/1/78	0600	1800	
85	LABORATORY	LABORATORY	10/1/78	0600	1800	10/1/78	0600	1800	
86	TRAINING	TRAINING	10/1/78	0600	1800	10/1/78	0600	1800	
87	RECEPTION	RECEPTION	10/1/78	0600	1800	10/1/78	0600	1800	
88	INVESTIGATIVE	INVESTIGATIVE	10/1/78	0600	1800	10/1/78	0600	1800	
89	LABORATORY	LABORATORY	10/1/78	0600	1800	10/1/78	0600	1800	
90	TRAINING	TRAINING	10/1/78	0600	1800	10/1/78	0600	1800	
91	RECEPTION	RECEPTION	10/1/78	0600	1800	10/1/78	0600	1800	
92	INVESTIGATIVE	INVESTIGATIVE	10/1/78	0600	1800	10/1/78	0600	1800	
93	LABORATORY	LABORATORY	10/1/78	0600	1800	10/1/78	0600	1800	
94	TRAINING	TRAINING	10/1/78	0600	1800	10/1/78	0600	1800	
95	RECEPTION	RECEPTION	10/1/78	0600	1800	10/1/78	0600	1800	
96	INVESTIGATIVE	INVESTIGATIVE	10/1/78	0600	1800	10/1/78	0600	1800	
97	LABORATORY	LABORATORY	10/1/78	0600	1800	10/1/78	0600	1800	
98	TRAINING	TRAINING	10/1/78	0600	1800	10/1/78	0600	1800	
99	RECEPTION	RECEPTION	10/1/78	0600	1800	10/1/78	0600	1800	
100	INVESTIGATIVE	INVESTIGATIVE	10/1/78	0600	1800	10/1/78	0600	1800	

[illegible]

**PHASE 2
NEW TOWNSHIP HALL
GAINES CHARTER TOWNSHIP**
Caledonia, Michigan

Do not write through
Use ballpoint pen only

In Charge	LRB
Checked	DEB

Date Issued for
10/1/01 PL2: DDS

Project Number
2000-39
(Sheet)

A1.1

The site plan shows a parking lot area with a total area of 20,931 SQ. FT. The lot is divided into several sections, with dimensions and area calculations provided for specific sections. The dimensions are as follows:

- Section 1 (Top Left): 133.8469' x 191.5906'
- Section 2 (Bottom Left): 133.8469' x 191.5906'
- Section 3 (Bottom Right): 133.8469' x 191.5906'

The total area is calculated as follows:

$$\text{PARKING LOT AREA} = 20,931 \text{ SQ. FT.}$$

The plan also includes a north arrow and a scale of 1" = 40'. The plan is titled "EXHIBIT C" and is located in "GAINES TOWNSHIP". The plan is prepared by "Prein & Newhof Engineers, Surveyors, Environmental & Soil Laboratory".

Prein & Newhof
Engineers, Surveyors, Earthmen and Soil Laboratory



MEMO

Staff Communication-Action Required

DATE: August 10, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: Blain Cemetery Driveway Expansion

SUMMARY OF TOPIC:

While working on the budget for 2023, the Township Board recognized our cemeteries were in need of equipment and improvements.

A new mower and skid steer have already been purchased. The additional high priority projects were identified as the expansion of the driveway at Blain, expansion of the water service at Blain, and the addition of a columbarium.

The expansion of the driveway was put out to bid. The lowest bid came in at \$192,195.00. This includes the expansion of the driveway, placement of lines for the expansion of the irrigation system, a concrete pad for a columbarium, and construction of a privacy fence to better screen the soil storage area.

Anticipating the completion of this project in late November, staff feels the purchase of the columbarium should be moved to the 2024 budget year.

The general fund currently has \$242,991.97 earmarked for Grounds Improvements at the cemeteries. The expenditure of \$192,195.00 will leave a balance of \$50,416.97, eliminating the need for a transfer from the fund balance to cover these expenses.

BUDGET ACTION REQUIRED: NONE

STAFF RECOMMENDATION:

Staff recommends the Township Board award the Blain Cemetery Expansion contract to Anlaan Corporation.



Vriesman
& Korhorn

August 1, 2023
1214

Rod Weersing
Gaines Charter Township
8555 Kalamazoo Avenue, SE
Caledonia, MI 49316

RE: Blain Cemetery Expansion Project

Dear Rod:

Two (2) bids were received for the project to expand Blain Cemetery. We have reviewed the bids for accuracy and completeness and Anlaan Corporation is the low bidder in the amount of \$192,195.00. Enclosed is a tabulation of bids.

Anlaan Corporation has sufficient experience in the construction of roads, storm sewer, and mass grading, and we recommend the project be awarded to them at the Gaines Charter Township Board meeting scheduled for August 14, 2023 if feasible.

Thank you for your consideration in this matter. If you have any questions or concerns, please do not hesitate to call.

Sincerely,

VK Civil

A handwritten signature in blue ink, appearing to read 'Jeff M. Gritter', with a stylized flourish at the end.

Jeffrey M. Gritter, P.E.

JMG/nfb

Enclosures

c. Rob De Ward, Supervisor
Micheal Brew, Clerk

BIO TAB
CHARTER TOWNSHIP OF GAINES
KENT COUNTY, MICHIGAN
BLAIN CEMETERY EXPANSION

Project#: 1214

ITEM#	ITEM	CONTRACT QUANTITY	UNIT	1st Low Bidder: Anlaan Corporation		2nd Low Bidder: 'Nexge' Construction LLC		3rd Low Bidder:	
				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	Mobilization, Bonds, Permits & Insurance	1	IS	\$10,000.00	\$10,000.00	\$15,726.75	\$15,726.75		
2	Sawcut Existing Pavement	110	LF	\$3.00	\$330.00	\$1.50	\$165.00		
3	18" Subgrade Undercutting and Spoils Removal	765	CY	\$22.00	\$16,830.00	\$24.00	\$18,360.00		
4	Place 12" Class I Sand	1530	SYD	\$12.50	\$19,125.00	\$11.00	\$16,830.00		
5	Place 6" MOOT 22A Aggregate Base	1530	SYD	\$18.00	\$27,540.00	\$12.00	\$18,360.00		
6	Place 1.5" 13A Asphalt Base Course	130	TON	\$142.00	\$18,460.00	\$118.50	\$15,405.00		
7	Place 1.5" 13A Asphalt Top Course over Bond Coat	130	TON	\$145.00	\$18,850.00	\$119.15	\$15,489.50		
8	Place 4-inch PVC Conduit Under Path for Future Irrigation System Piping and cap Ends	20	LF	\$9.00	\$180.00	\$18.00	\$360.00		
9	Place 6" Concrete Pad including Sand Subbase	710	SF	\$18.00	\$12,780.00	\$14.50	\$10,295.00		
10	Place 12-inch Concrete Drive Culvert	20	LF	\$75.00	\$1,500.00	\$94.00	\$1,880.00		
11	Place 12-inch Flared End Section with Rip Rap	1	EA	\$1,200.00	\$1,200.00	\$1,300.00	\$1,300.00		
12	Place 8-inch Underdrain	1100	LF	\$15.00	\$16,500.00	\$7.00	\$7,700.00		
13	Place Erosion Control Silt Fence	475	LF	\$3.00	\$1,425.00	\$2.85	\$1,353.75		
14	Construct Privacy Fence	135	LF	\$95.00	\$12,825.00	\$55.00	\$7,425.00		
15	Mass Site Grading and Lawn Restoration	1	IS	\$34,650.00	\$34,650.00	\$84,350.00	\$84,350.00		
TOTAL ALL CONTRACT ITEMS					\$192,195.00		\$215,000.00		



MEMO

Staff Communication-Action Required

DATE: August 10, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: Setting FY 2024 Public Safety Special Assessment

SUMMARY OF TOPIC:

Per State law, special assessments are required to be set annually by holding a public hearing. During the public hearing, staff will present the estimated annual costs for public safety services and the amount to be levied via the special assessment to cover all or a portion of such services.

Per the establishment of the Special Assessment District, the Township put a requirement upon itself to hold that public hearing every year by the end of September.

The public hearing notice will be published in the Sun and News and does not require individual mailings.

FINANCIAL IMPACT:

The public hearing will set the Special Assessment Rate for 2024

BUDGET ACTION REQUIRED:

None at this time.

STAFF RECOMMENDATION:

Staff recommends the Board set a public hearing date of September 11, 2023 for the purpose of setting the Public Safety Special Assessment rate for the 2024 fiscal year.



MEMO

Staff Communication

DATE: August 14th, 2023

TO: Township Board of Trustees

FROM: Dan Wells, Community Development Director

RE: Tentative Preliminary Plat Amendment, Thornapple Farms Phases 1 - 6

SUMMARY OF TOPIC:

The applicant requests a revision to the tentative preliminary plat (TPP) for Thornapple Farms, Phases 1 through 6, which was approved by the Township Board April 24th, 2023. In the prior TPP, two cul-de-sacs were planned to “stub” Sky King and Pileated Avenue that Kent County Road Commission would not allow. The proprietor has redesigned those two roads to meet at an elbow and eliminate the two cul-de-sacs (see plat excerpts below).

The revised plat is dated July 10th, 2023 and the changes include:

- Realigning the roadways has resulted in modifying the number and size of lots along Sky King and south end of Pileated Avenue. Previously there were 19 lots fronting Sky King and Pileated Court ranging in size from 14,248 - 36,449 SF that have been revised to 28 house lots 12,449- 35,064 SF (see exhibit).
- The lots along the south side of Sky King are smaller; they are not as deep at ca. 177 feet compared to the prior TPP, which were ca. 225 feet deep.
- Nine lots are added, there are now 178 lots compared to 169 lots in the previous plat.
- One consequence of the road realignment and modifying the lot dimensions is that the preserved open space boundary is also changed. The west end of the preserved space becomes more constricted, but the larger block to the east gets a little wider by 50 feet along the east and north margins. Overall, 0.1 acre more is preserved.
- A sidewalk connection is added at the elbow that will connect to the trail that runs to Shadyside Park.

This TPP covers a 96.37 portion of the property, the overall property is 132.5 acres. The TPP is restricted to the Residential-14 (RL-14) zoned area (Residential-10 covers the northern portion of the property and is currently under a development moratorium).

Overall, 178 residential lots are proposed along with public roads, public utilities, and open space. The plat is proposed as a “conservation design” which allows for smaller lots than would normally be required in RL-14 in exchange for preservation of open space. As presented, no lot falls below 11,267 square feet.

There are ±10.4 acres of upland open space including a mature grove of trees and trail at the south end of the property that abuts Shadyside Park. In addition, a 0.52-acre park is designated at the north end of the plat. Open space totals 12% of the platted area. A 15-foot-wide path with a six-foot-wide paved walk leads from Dutton Avenue to the woods and Shadyside Park.

FINANCIAL IMPACT:

The investment will be well over \$60 million in housing and associated infrastructure. Local businesses in Dutton will benefit from hundreds of people moving into the immediate area.

BUDGET ACTION REQUIRED:

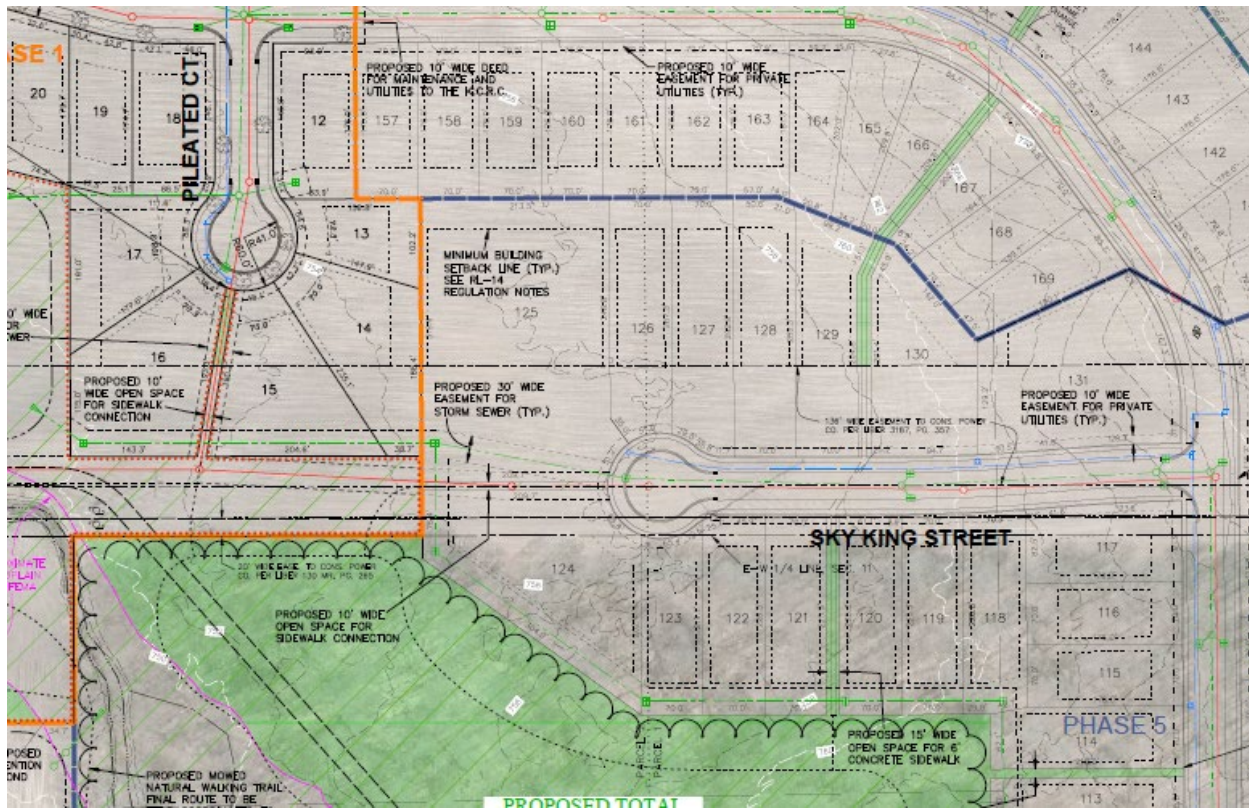
No budget action is necessary.

STAFF RECOMMENDATION:

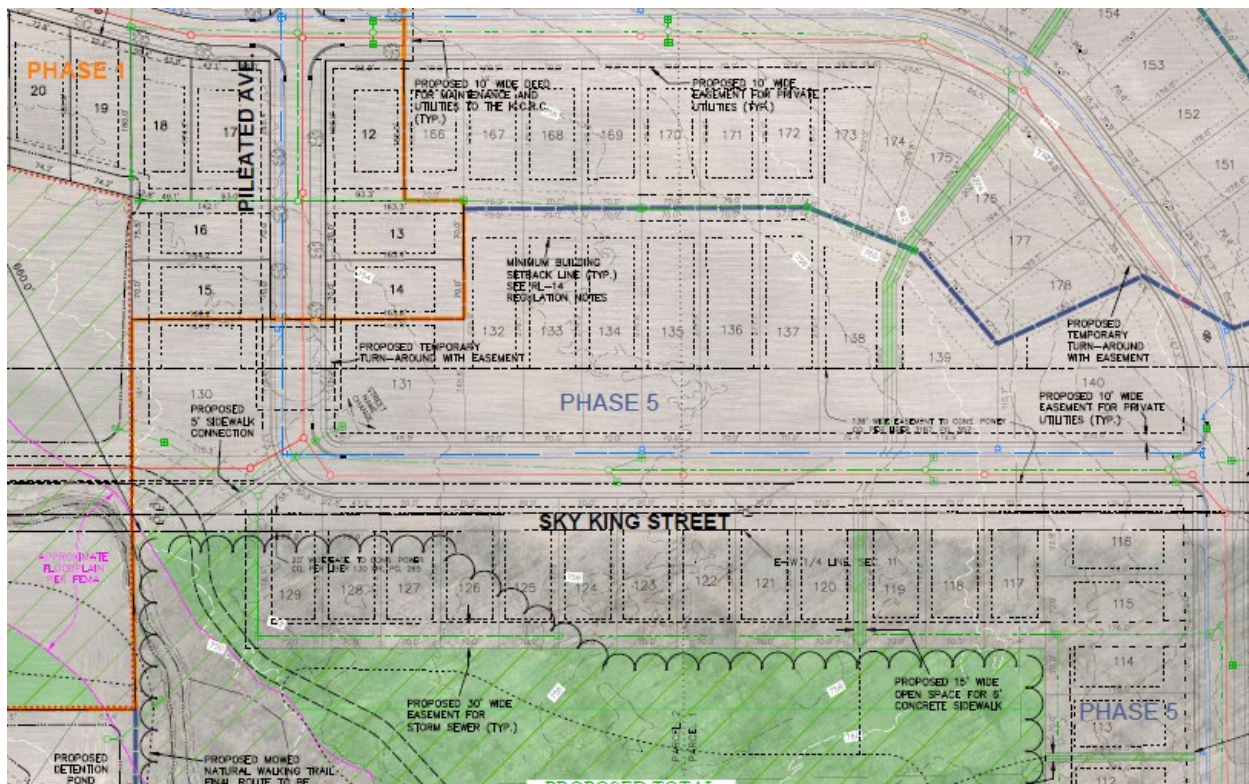
The Planning Commission recommended approval of the plat on March 23rd, 2023 with conditions (see below). Based on Staff review of the revised plat dated 07/10/2023, it is recommended that the Township Board approve the Thornapple Farms Phases 1-6 “Tentative Preliminary Plat approval”.

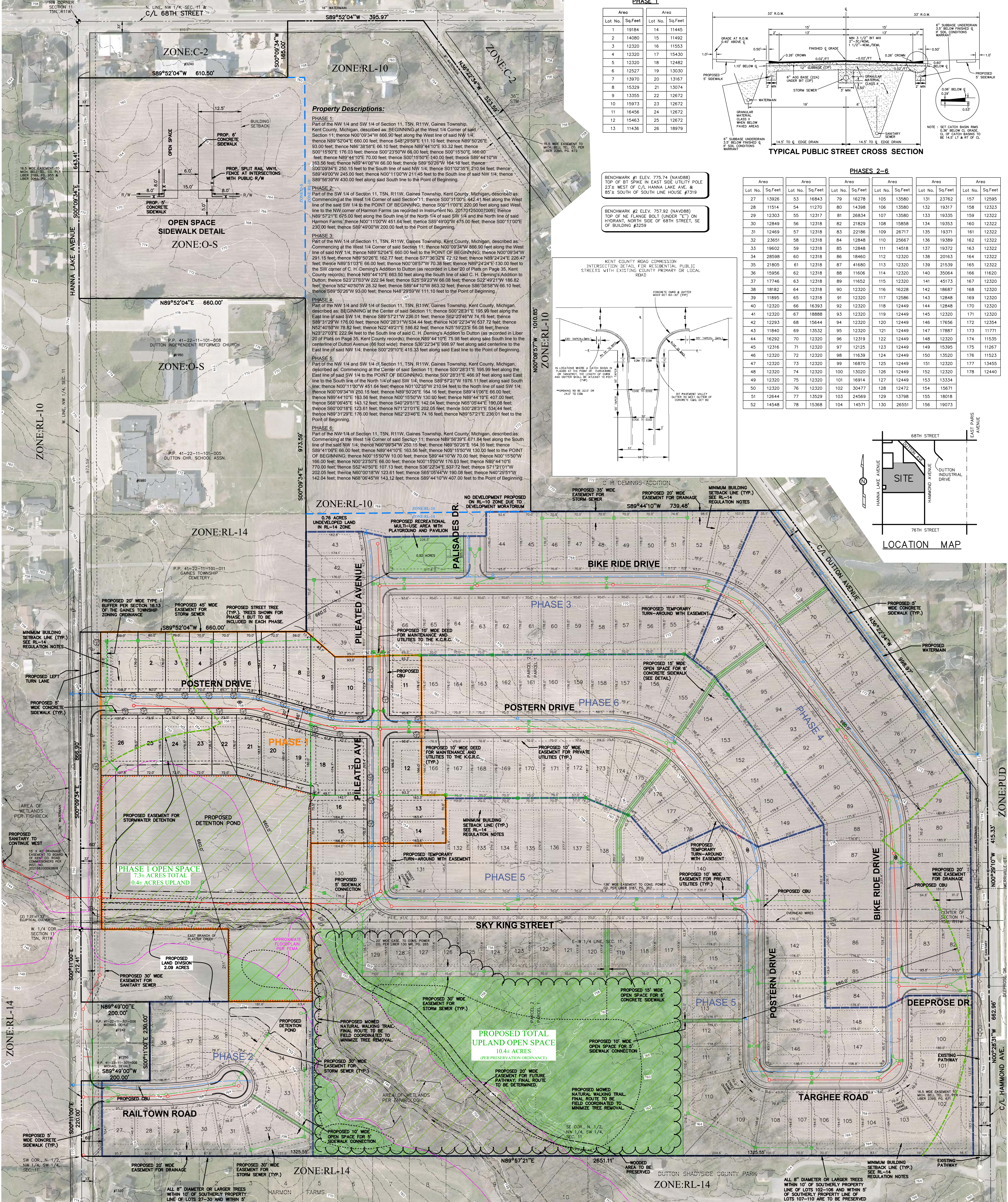
1. Staff shall confirm that no less than five house models that meet the requirements of GCTZO Section 6.4 A are built within the plat.
2. Staff shall enforce the street tree requirement of GCTZO Section 16.13.A at the time of final plat consideration.
3. The applicant shall request the creation of a Street Light Assessment District before applying for residential building permits.
4. The applicant shall adhere to all review comments provided by the Township Engineer.

Preliminary (2/27/2023)



Amended (7/10/2023)





SITE INFORMATION - OVERALL PROPERTY DESCRIPTIONS:
PARCEL 1 (7307 HAMMOND AVENUE, PPM41-22-11-176-002)
That part of the East one-half of the Northwest one-quarter lying South of C.H. DEMING'S ADDITION and Southwesterly of centerline of Dutton Avenue, Section 11, Town 5 North, Range 11 West, North 1/2 Northeast 1/4 Southwest 1/4, Section 11, Town 5 North, Range 11 West.
PARCEL 2 (5316 68TH STREET, SE, PPM41-22-11-101-012)
That part of the West 1/2 of Section 11, Town 5 North, Range 11 West, described as follows: Commencing 610.5 feet East of the Northwest corner of said Section; thence South 165 feet; thence West 610.5 feet; thence East 660 feet; thence South 643.41 feet; thence South 779.59 feet; thence West 660 feet to a point 1.782 feet South from the Northwest corner of Section 11; thence South to point 450.0 feet North from the Southwest corner of the North 1/2 of the Northwest 1/4 of the Southwest 1/4 of Section 11; thence East perpendicular to the West Section line 200 feet; thence South parallel with the West Section line 230.0 feet; thence West perpendicular to the West Section line 200 feet; thence South 220.0 feet to the Southwest corner of the North 1/2, Northwest 1/4, Southwest 1/4 of Section 11; thence East to the Southeast corner of the North 1/2, Northwest 1/4 of said Section; thence North along the West 1/8 line to the Southwesterly line of Dutton Avenue; thence Northwesterly along the Southwesterly line of said Dutton Avenue to the North Section line; thence West to the place of beginning.
*TOTAL SIZE: 132.5 ACRES
*DEVELOPMENT ONLY PROPOSED ON PARCEL 1 AND RL-14 PORTION OF PARCEL 2

MAPPING
*MAPPING IS BASED ON BOUNDARY SURVEY BY EXCEL ENGINEERING DATED 10/21/22.
*CONTOURS ARE BASED ON AVAILABLE COUNTY GIS INFORMATION

ZONING
*EXISTING ZONING: RL-14 SINGLE FAMILY RESIDENTIAL
RL-10 RESIDENTIAL (NORTH OF NORTH LINE OF CEMETERY)-NO DEVELOPMENT PROPOSED DUE TO MORATORIUM
O-S OFFICE SERVICE (NORTH OF DUTTON INDEPENDENT REFORMED CHURCH)-NO DEVELOPMENT PROPOSED

RL-14 REGULATIONS PER GAINES TOWNSHIP ZONING ORDINANCE, SECTION 6.4.B (SEE OPEN SPACE CALCULATION)
*MINIMUM LOT AREA: 11,200 SQFT
*MINIMUM LOT WIDTH: 70'
*MINIMUM BUILDING SETBACKS:
FRONT YARD: 35'
SIDE YARD: 5' (35' MIN. ON STREET SIDE OF CORNER LOTS)
REAR YARD: 35'

WETLANDS
*WETLANDS SHOWN ON THE PLAN HAVE BEEN IDENTIFIED BY ENVIROLOGIC, DATED 10/12/22 AND FISBECK, DATED 04/11/23.

FLOODPLAIN
*APPROXIMATE LIMITS OF ZONE "A" FLOOD PLAIN ALONG THE EAST BRANCH OF PLASTER CREEK ARE SHOWN PER AVAILABLE FEMA MAPS.

OPEN SPACE CALCULATION FOR THE RL-14 ZONE
*TOTAL AREA IN THE RL-14 ZONE: 102.47 ACRES (TO CL OF ROADS)
98.95 ACRES (TO PROPOSED 60' RW)
*TOTAL LOT AREA IN THE RL-14 ZONE: 98.09 ACRES (EXCL. PROP. RW, LAND DIV. (EX. UNDEVELOPED LAND NORTH OF PH 3))
*FLOODPLAIN/WETLAND AREA: 9.92 ACRES (EXCL. EX. RW, LAND DIV. AREA)
*NET AREA: 86.17 ACRES *
*OPEN SPACE PERCENT OF NET AREA: 12.06%
* NET AREA INCLUDES CONSUMERS EASEMENT, ASSUMING IT WILL BE REDUCED. OPEN SPACE EXCLUDES CONSUMERS EASEMENT. IF EASEMENT IS REDUCED, OPEN SPACE PERCENTAGE MAY INCREASE.

PROPOSED LAND USE
*THIS DEVELOPMENT WILL CONSIST OF 178 LOTS IN THE RL-14 ZONE.
*ONE LAND DIVISION IN THE RL-14 ZONE WILL HAVE FRONTAGE ON HAMMOND AVENUE.
PHASE 1 CONTAINS 11.68 ACRES WITH 26 LOTS
PHASE 2 CONTAINS 5.63 ACRES WITH 12 LOTS
PHASE 3 CONTAINS 10.93 ACRES WITH 28 LOTS
PHASE 4 CONTAINS 11.80 ACRES WITH 32 LOTS
PHASE 5 CONTAINS 37.96 ACRES WITH 80 LOTS
PHASE 6 CONTAINS 10.69 ACRES WITH 30 LOTS
NOTE: ACRES INCLUDES EXCLUDED RW'S OF HAMMOND AVE, DUTTON AVE, AND HAMMOND AVE.
PROPOSED IMPROVEMENTS
*PUBLIC WATER AND SANITARY SEWER WILL BE PROVIDED FOR EACH LOT. PUBLIC SEWER IS TO BE EXTENDED ALONG THE EAST BRANCH OF PLASTER CREEK.
*STORMWATER MANAGEMENT TO CONFORM TO KENT COUNTY DRAIN COMMISSION SPECIFICATIONS AND A DRAIN DISTRICT SHALL BE ESTABLISHED.
*BURIED POWER, GAS AND CABLE TO SERVICE EACH LOT WILL BE LOCATED WITHIN THE 10' PRIVATE UTILITIES EASEMENT.
*CONSTRUCTION WILL CONFORM TO ALL APPLICABLE STATE AND LOCAL CODES.
*STREET LIGHTS, SIDEWALKS AND STREET TREES ARE PROPOSED FOR THIS DEVELOPMENT PER ZONING ORDINANCE REQUIREMENTS.
*STREET LIGHTS, OF A DESIGN AND LOCATION APPROVED BY THE TOWNSHIP AND CONSUMERS ENERGY, WILL BE INSTALLED. A SPECIAL ASSESSMENT DISTRICT SHALL BE REQUESTED BY THE DEVELOPER TO THE TOWNSHIP BOARD.
*ALL OPEN SPACE TO BE MAINTAINED BY HOME OWNERS ASSOCIATION.

LEGEND
--- EXISTING STORM SEWER
--- EXISTING SANITARY SEWER
--- EXISTING WATERMAIN
--- EXISTING OVERHEAD WIRES
--- PROPOSED STORM SEWER
--- PROPOSED SANITARY SEWER
--- PROPOSED WATERMAIN

STATE OF MICHIGAN
JEFFREY VOGT
REGISTERED PROFESSIONAL ENGINEER
No. 46201062083
DATE: 06/20/2023

STATE OF MICHIGAN
BRENT MICHAEL FEYEN
REGISTERED PROFESSIONAL SURVEYOR
License No. 4001055904
DATE: 01/23/2023

PRELIMINARY PLAT PHASES 1-6
THORNAPPLE FARMS
FOR: GREEN DEVELOPMENT VENTURES
ATTN: DAN LARABEL
2186 EAST CENTRE AVE
PORTAGE, MI 49602
PART OF THE NW 1/4, SECTION 11, T5N, R11W, GAINES TOWNSHIP, KENT COUNTY, MICHIGAN

07/10/23 REV PER KRCR JOR
05/25/23 REV PER KRCR JSD
05/02/23 REV UTILITIES JSD
03/28/23 REV STREET NAMES JSV
02/27/23 REV PER TWP JSV

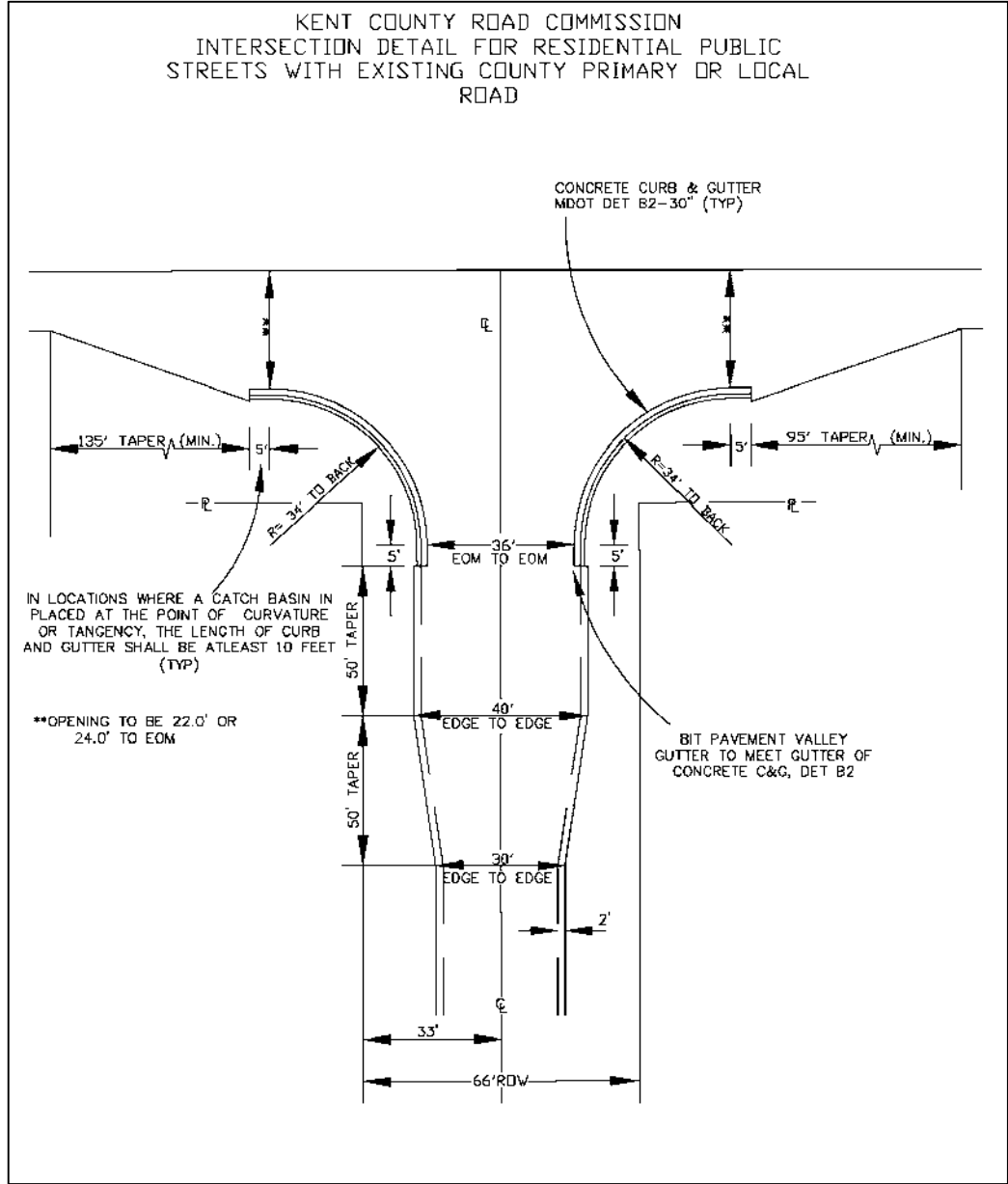
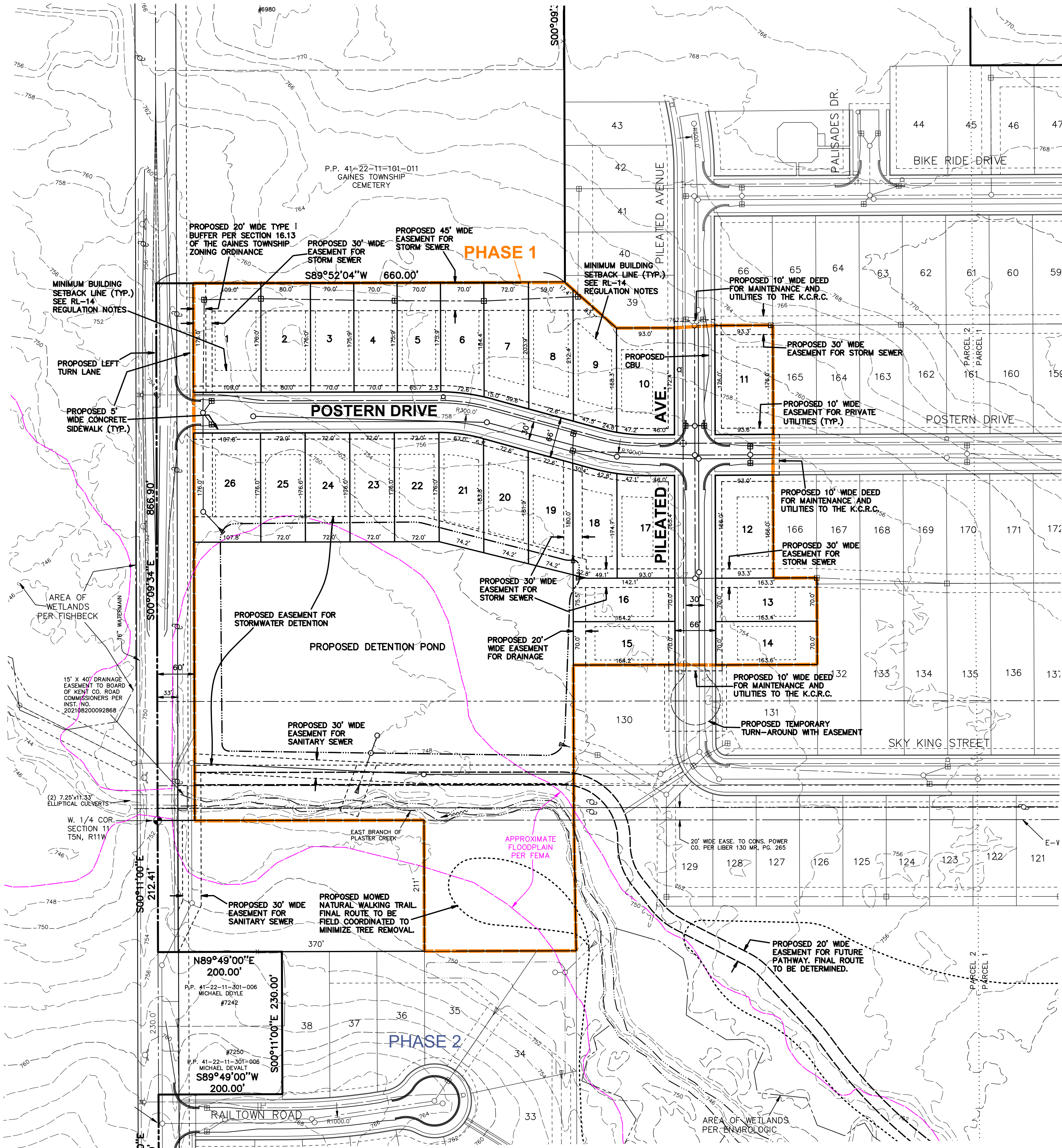
DATE REVISION

DRAWN BY: JOR
APPROVED BY: JSV
FILE NO.: 221731E

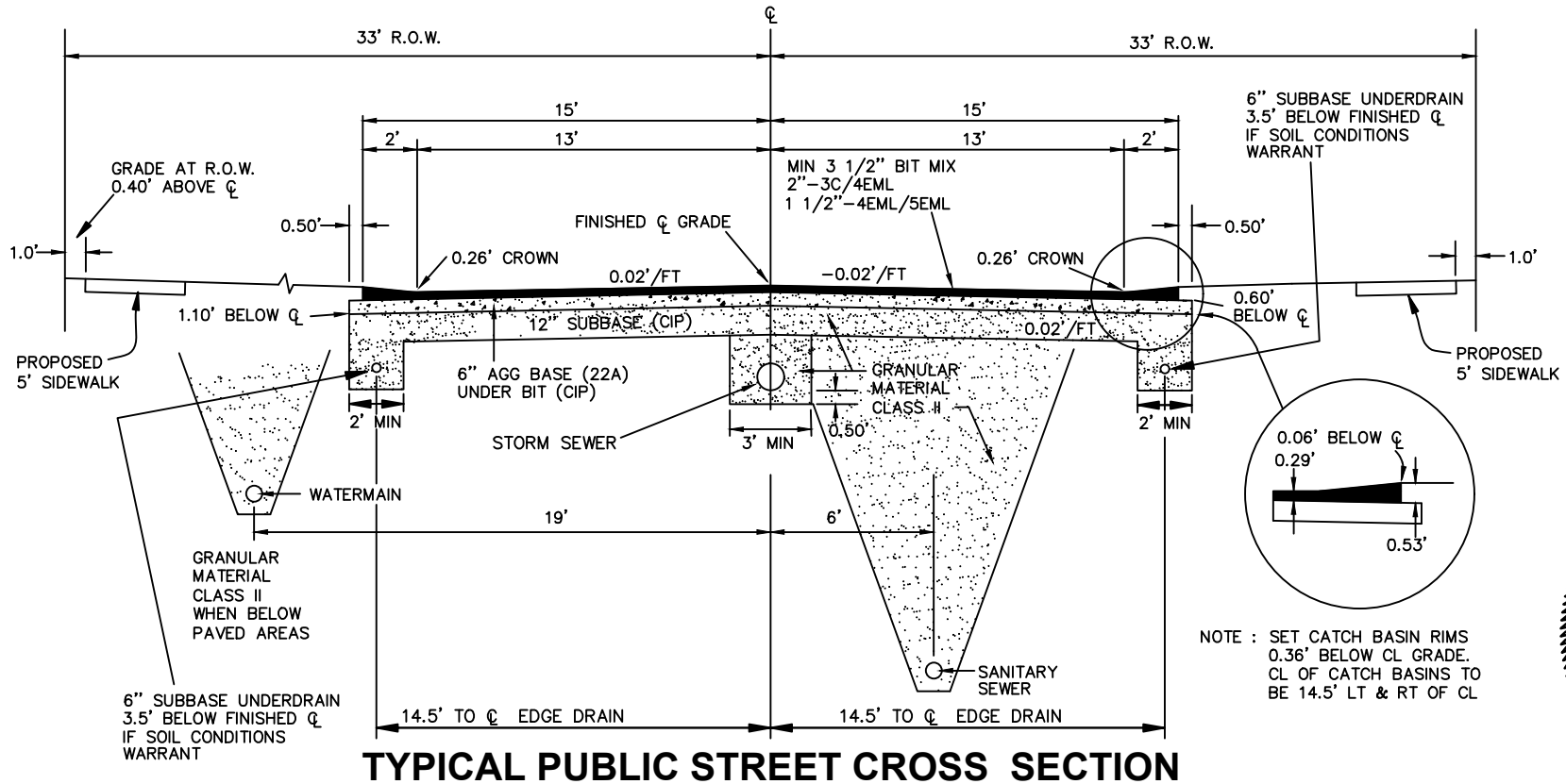
PROJ. ENG.: JSV
PROJ. SURV.: KJV
DATE: 01/23/2023

SHEET
1 of 7

P:\Projects\2022\221731E\Drawings\221731E-PL-01.dwg, P:\Projects\2022\221731E-PL-01.dwg, 7/6/2023, 10:32:32, J. J. J.



PHASE 1			
Area		Area	
Lot No.	Sq.Feet	Lot No.	Sq.Feet
1	19184	14	11445
2	14080	15	11492
3	12320	16	11553
4	12320	17	15430
5	12320	18	12482
6	12527	19	13030
7	13970	20	13167
8	15329	21	13074
9	13355	22	12672
10	15973	23	12672
11	16456	24	12672
12	15463	25	12672
13	11436	26	18979



SITE INFORMATION -OVERALL PROPERTY DESCRIPTIONS:
PARCEL 1 (7307 HAMMOND AVENUE PP#41-22-11-176-002) :
That part of the East one-half of the Northwest one quarter lying South of C H DEMING'S ADDITION and Southwesterly of centerline of Dutton Avenue, Section 11, Town 5 North, Range 11 West; North 1/2 Northeast 1/4, Section 11, Town 5 North, Range 11 West.
PARCEL 2 (3316 68TH STREET SE PP#41-22-11-101-012):
That part of the West 1/2 of Section 11, Town 5 North, Range 11 West, described as follows: Commencing 610.5 feet East of the Northwest corner of a said Section; thence South 165 feet; thence West 610.5 feet; thence South 643.41 feet; thence East 660 feet; thence South 973.59 feet; thence West 660 feet to a point 1,782 feet South from the Northwest corner of Section 11; thence South to point 450.0 feet North from the Southwest corner of the North 1/2 of the Northwest 1/4 of the Southwest 1/4 of Section 11; thence East perpendicular to the West Section line 200 feet; thence South parallel with the West Section line 230.0 feet; thence West perpendicular to the West Section line 200.0 feet; thence South 220.0 feet to the Southwest corner of the North 1/2, Northwest 1/4, Southwest 1/4 of Section 11; thence East to the Southeast corner of the North 1/2, Northwest 1/4, Southwest 1/4 of said Section; thence North along the West 1/8 line to the Southwesterly line of Dutton Avenue; thence Northwesterly along the Southwesterly line of said Dutton Avenue to the North Section line, thence West to the place of beginning.
-TOTAL SIZE: 132.5 ACRES
-DEVELOPMENT ONLY PROPOSED ON PARCEL 1 AND RL-14 PORTION OF PARCEL 2
PHASE 1 Description:
Part of the NW 1/4 and SW 1/4 of Section 11, T5N, R11W, GAINES TOWNSHIP, KENT COUNTY, MICHIGAN, described as: BEGINNING at the West 1/4 Corner of said Section 11; thence N00°09'34"W 866.90 feet along the West line of said NW 1/4; thence N89°52'04"E 660.00 feet; thence S48°29'59"E 111.10 feet; thence N89°50'26"E 93.00 feet; thence N86°38'58"E 66.10 feet; thence N89°44'10"E 93.32 feet; thence S00°15'50"E 176.03 feet; thence S00°23'50"W 66.00 feet; thence S00°15'50"E 166.00 feet; thence N89°44'10"E 70.00 feet; thence S00°15'50"E 140.00 feet; thence S89°44'10"W 163.56 feet; thence N89°41'06"W 66.00 feet; thence S89°50'26"W 164.16 feet; thence S00°09'34"E 250.15 feet to the South line of said NW 1/4; thence S01°02'35"E 210.94 feet; thence S89°49'00"W 245.00 feet; thence N00°11'00"W 211.45 feet to the South line of said NW 1/4; thence S89°56'39"W 430.00 feet along said South line to the Point of Beginning.

MAPPING
-MAPPING IS BASED ON BOUNDARY SURVEY BY EXCEL ENGINEERING DATED 10/21/22.
-CONTOURS ARE BASED ON AVAILABLE COUNTY GIS INFORMATION

ZONING
-EXISTING ZONING: RL-14 SINGLE FAMILY RESIDENTIAL
RL-10 RESIDENTIAL (NORTH OF NORTH LINE OF CEMETERY)-NO DEVELOPMENT PROPOSED DUE TO MORATORIUM
O-S OFFICE SERVICE (NORTH OF DUTTON INDEPENDENT REFORMED CHURCH)-NO DEVELOPMENT PROPOSED

RL-14 REGULATIONS PER GAINES TOWNSHIP ZONING ORDINANCE, SECTION 6.4.B (SEE OPEN SPACE CALCULATION)
-MINIMUM LOT AREA: 11,200 SQFT
-MINIMUM LOT WIDTH: 70'
-MINIMUM BUILDING SETBACKS
FRONT YARD: 35'
SIDE YARD: 8' (35' MIN. ON STREET SIDE OF CORNER LOTS)
REAR YARD: 35'

WETLANDS
-WETLANDS SHOWN ON THE PLAN HAVE BEEN IDENTIFIED BY ENVIROLOGIC, DATED 10/12/22.

FLOODPLAIN
-APPROXIMATE LIMITS OF ZONE "A" FLOOD PLAIN ALONG THE EAST BRANCH OF PLASTER CREEK ARE SHOWN PER AVAILABLE FEMA MAPS.

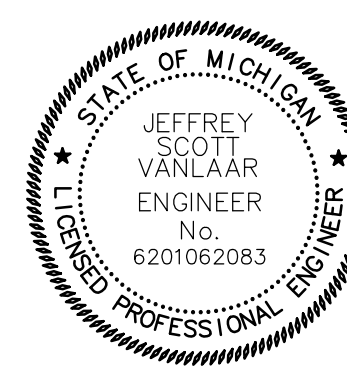
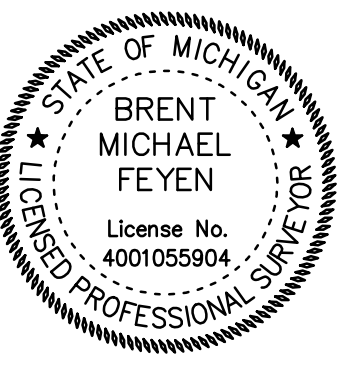
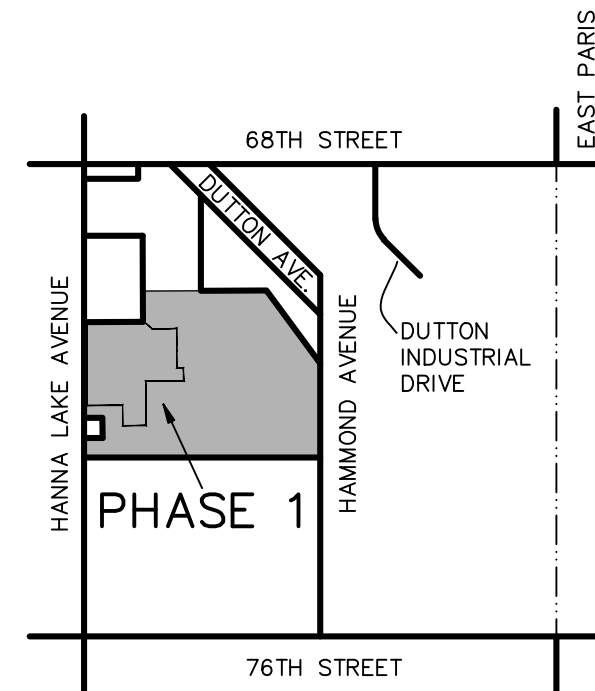
OPEN SPACE CALCULATION FOR THE RL-14 ZONE
-TOTAL AREA IN THE RL-14 ZONE: 102.47 ACRES (TO C/L OF ROADS)
98.95 ACRES (TO PROPOSED R/W)
-TOTAL PLAT AREA IN THE RL-14 ZONE: 98.09 ACRES (EXCL. PROP. R/W, LAND DIV. UNDEVELOPED LAND NORTH OF PH 3)
-FLOODPLAIN/WETLAND AREA: 9.92 ACRES (EXCL. R/W, LAND DIV. AREA)
-NET AREA: 86.17 ACRES ±
-UPLAND OPEN SPACE AREA: 10.4 ACRES ±
-OPEN SPACE PERCENT OF NET AREA: 12.0% ±
* NET AREA INCLUDES CONSUMERS EASEMENT, ASSUMING IT WILL BE REDUCED. OPEN SPACE EXCLUDES CONSUMERS EASEMENT. IF EASEMENT IS REDUCED, OPEN SPACE PERCENTAGE MAY INCREASE.

PROPOSED LAND USE
-THIS DEVELOPMENT WILL CONSIST OF 178 LOTS IN THE RL-14 ZONE.
-ONE LAND DIVISION IN THE RL-14 ZONE WILL HAVE FRONTAGE ON HANNA LAKE AVENUE.
-PHASE 1 CONTAINS 17.68 ACRES WITH 26 LOTS
-PHASE 2 CONTAINS 5.83 ACRES WITH 12 LOTS
-PHASE 3 CONTAINS 10.93 ACRES WITH 28 LOTS
-PHASE 4 CONTAINS 13.60 ACRES WITH 32 LOTS
-PHASE 5 CONTAINS 37.56 ACRES WITH 50 LOTS
-PHASE 6 CONTAINS 10.69 ACRES WITH 30 LOTS
NOTE: ACREAGES EXCLUDE R/W'S OF HANNA LAKE AVE, DUTTON AVE, AND HAMMOND AVE.

PROPOSED IMPROVEMENTS
-PUBLIC WATER AND SANITARY SEWER WILL BE PROVIDED FOR EACH LOT. PUBLIC SEWER IS TO BE EXTENDED ALONG THE EAST BRANCH OF PLASTER CREEK.
-STORMWATER MANAGEMENT TO CONFORM TO KENT COUNTY DRAIN COMMISSION SPECIFICATIONS AND A DRAIN DISTRICT SHALL BE ESTABLISHED.
-BURIED POWER, GAS AND CABLE TO SERVICE EACH LOT WILL BE LOCATED WITHIN THE 10' PRIVATE UTILITIES EASEMENT.
-CONSTRUCTION WILL CONFORM TO ALL APPLICABLE STATE AND LOCAL CODES.
-STREET LIGHTS, SIDEWALKS AND STREET TREES ARE PROPOSED FOR THIS DEVELOPMENT PER ZONING ORDINANCE REQUIREMENTS.
-STREET LIGHTS, OF A DESIGN AND LOCATION APPROVED BY THE TOWNSHIP AND CONSUMERS ENERGY, WILL BE INSTALLED. A SPECIAL ASSESSMENT DISTRICT SHALL BE REQUESTED BY THE DEVELOPER TO THE TOWNSHIP BOARD.
-ALL OPEN SPACE TO BE MAINTAINED BY HOME OWNER'S ASSOCIATION.

BENCHMARK #1 ELEV. 775.74 (NAVD88)
TOP OF 81 SPIKE IN EAST SIDE UTILITY POLE
23'± WEST OF C/L HANNA LAKE AVE. &
85'± SOUTH OF SOUTH LINE HOUSE #7319

BENCHMARK #2 ELEV. 757.92 (NAVD88)
TOP OF NE FLANGE BOLT (UNDER "E") ON
HYDRANT, NORTH SIDE OF 68TH STREET, SE
OF BUILDING #3259



LEGEND

- PROPOSED STORM SEWER
- PROPOSED SANITARY SEWER
- PROPOSED WATERMAIN

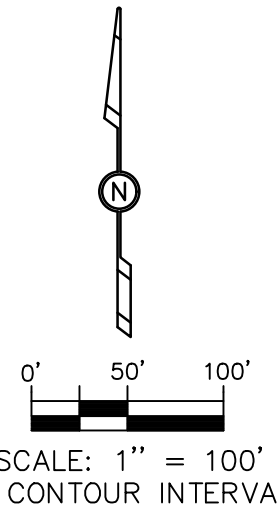
PRELIMINARY PLAT PHASE 1
THORNAPPLE FARMS
FOR: GREEN DEVELOPMENT VENTURES
ATTN: DAN LARABEL
2186 EAST CENTRE AVE
PORTAGE, MI 49002
PART OF THE NW 1/4, SECTION 11, T5N, R11W, GAINES TOWNSHIP, KENT COUNTY, MICHIGAN

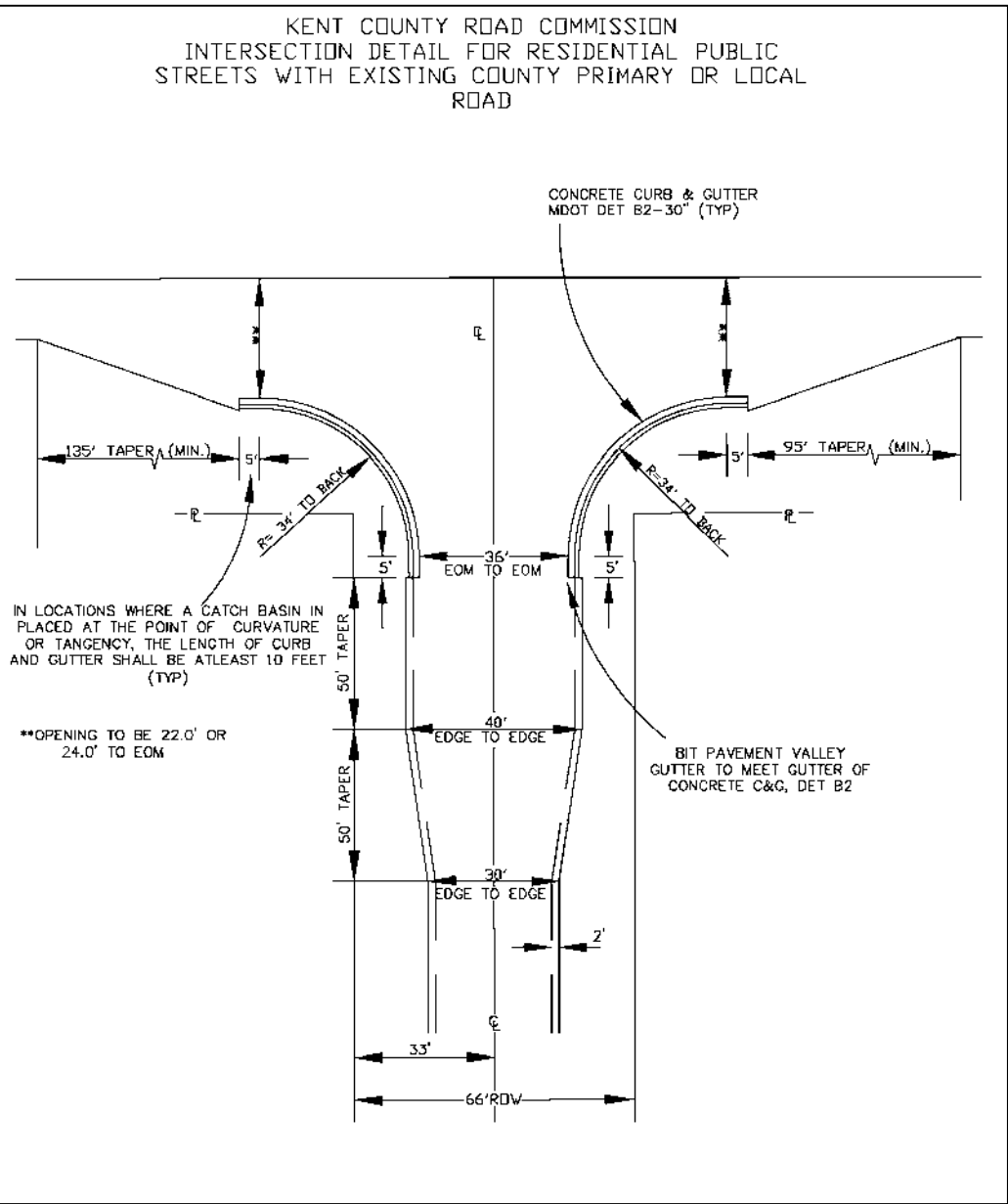
excel engineering, inc.
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Phone: (616) 531-3660 www.excelengineering.com

07/10/23	REV PER KCRC	JDR
05/25/23	REV PER KCRC	JDR
05/02/23	REV UTILITIES	JSD
02/28/23	REV STREET NAMES	JSV
02/23/23	REV PER TWP	JSV
DATE	REVISION	BY

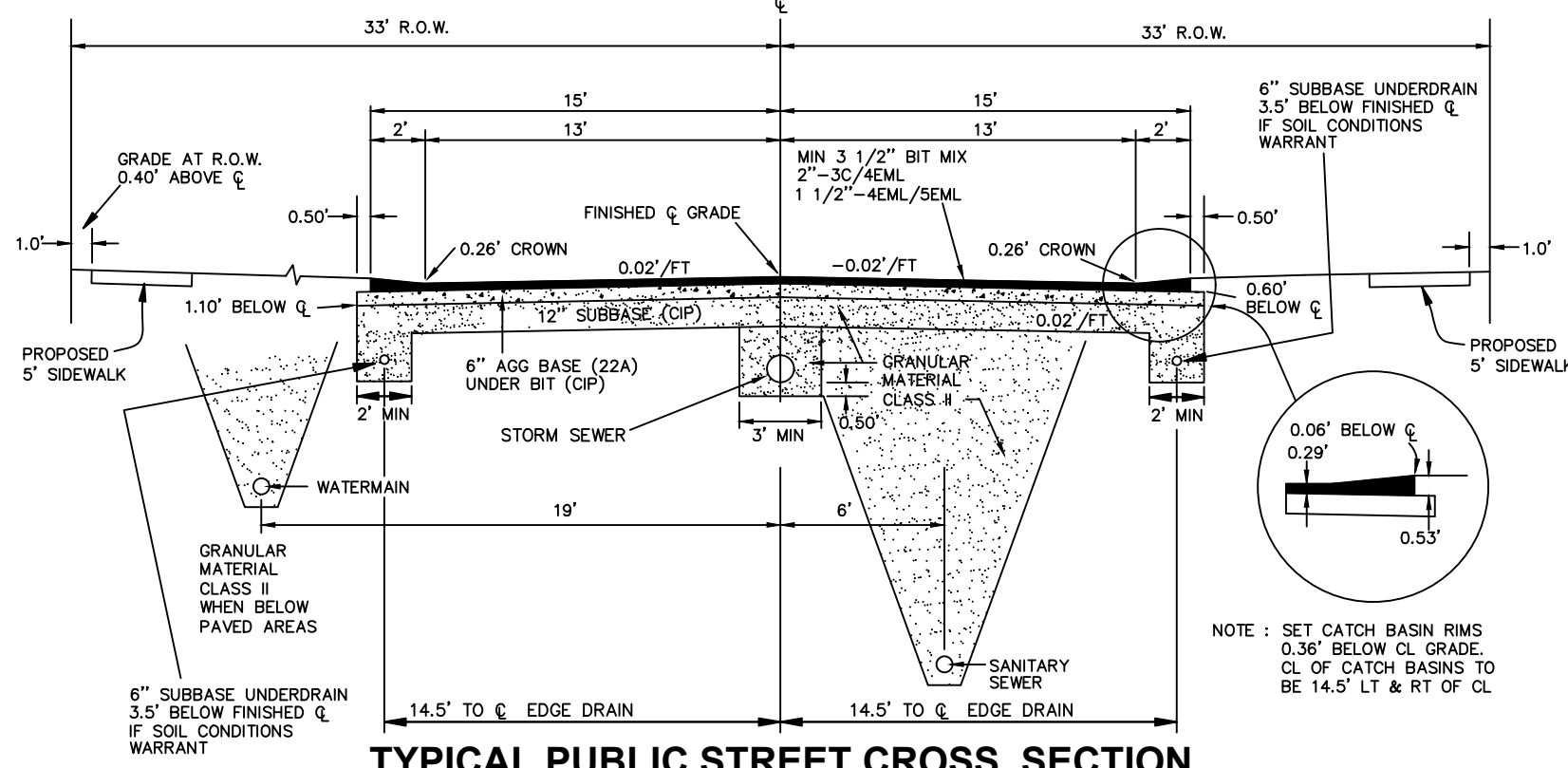
DRAWN BY: JDR
PROJ. ENG.: JSV
APPROVED BY: JSV
FILE NO.: 221731E
DATE: 01/23/2023

SHEET
2 of 7





Area	
Lot No.	Sq.Feet
27	13926
28	11514
29	12303
30	12849
31	12469
32	23651
33	19602
34	28598
35	21805
36	15956
37	17746
38	18182



SITE INFORMATION	•OVERALL PROPERTY DESCRIPTIONS:
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PARCEL 1 (7307 HAMMOND AVENUE PP#41-22-11-176-002) :
That part of the East one-half of the Northwest one quarter lying South of C H DEMING'S ADDITION and Southwesterly
of centerline of Union Avenue, Section 11, Town S 9 North, Range 11 West; north 1/2 North east 1/4 Southwest 1/4, Section 11, Town S 9 North, Range 11 West.
PARCEL 2 (3316 68TH STREET SE PP#41-22-11-011-012) :
Section 11, Town S 9 North, Range 11 West, described as follows: Commencing 610.5 feet East of the Northwest corner of said Section;
thence South 165 feet; thence West 610.5 feet; thence South 843.41 feet; thence East 660 feet; thence South 973.59 feet; thence West 680 feet to a point 1,782 feet
South from the Northwest corner of Section 11; thence South to point 450.0 feet from the Southwest corner of the North 1/2 of the Northwest 1/4 of the
Southwest 1/4 of Section 11; thence East perpendicular to the West Section line 200 feet; thence South parallel with the West Section line 230.0 feet; thence West
perpendicular to the West Section line 200.0 feet; thence South 220.0 feet to the Southwest corner of the North 1/2, Northwest 1/4, Southwest 1/4 of Section 11;
thence East to the Southeast corner of the North 1/2, Northwest 1/4, Southwest 1/4 of said Section; thence North along the West 1/8 line to the Southwesterly line of
the West 1/2 of Section 11, thence Northwesterly along the Southwesterly line of said Southwest Avenue to the North Section line, thence West to the place of beginning.

*TOTAL SIZE: 132.5 ACRES

-DEVELOPMENT ONLY PROPOSED ON PARCELS 1 AND RL-14 PORTION OF PARCEL 2

PHASE 2 Description:

Part of the SW 1/4 of Section 11, T5N, R11W, Gaines Township, Kent County, Michigan, described as: Commencing at the NW 1/4 Corner of said Section 11;
thence S00°11'00"E 342.41 feet along the West Line to the POINT OF BEGINNING; thence S00°11'00"E 230.00 feet along said West Line to the
North 1/4 Corner of Harmon Farms (as recorded in Instrument No. 201701250070009); thence N89°57'21"E 875.00 feet along the South line of the North 1/4 of said SW 1/4
and the North line of said Harmon Farms; thence N00°11'00"W 451.64 feet; thence S89°49'00"W 475.00 feet; thence S00°11'00"E 230.00 feet; thence S89°49'00"W
200.00 feet to the Point of Beginning.

MAPPING

•MAPPING IS BASED ON BOUNDARY SURVEY BY EXXEL ENGINEERING DATED 10/21/22
•CONTOURS ARE BASED ON AVAILABLE COUNTY GIS INFORMATION

ZONING

•EXISTING ZONING: RL-14 SINGLE FAMILY RESIDENTIAL
RL-10 RESIDENTIAL (NORTH OF NORTH LINE OF CEMETERY)-NO DEVELOPMENT PROPOSED DUE TO MORATORIUM
O-S OFFICE SERVICE (NORTH OF DUTTON INDEPENDENT REFORMED CHURCH)-NO DEVELOPMENT PROPOSED

RL-14 REGULATIONS	PER GAINES TOWNSHIP ZONING ORDINANCE, SECTION 6.4.B (SEE OPEN SPACE CALCULATION)
--------------------------	--

•MINIMUM LOT AREA:	11,200 SQFT
•MINIMUM LOT WIDTH:	70'
•MINIMUM BUILDING SETBACKS	
FRONT YARD:	35'
SIDE YARD:	8' (35' MIN. ON STREET SIDE OF CORNER LOTS)
REAR YARD:	35'

WETLANDS

•WETLANDS SHOWN ON THE PLAN HAVE BEEN IDENTIFIED BY ENVIROLOGIC, DATED 10/12/22

FLOODPLAIN

•APPROXIMATE LIMITS OF ZONE "A" FLOOD PLAIN ALONG THE EAST BRACH OF PLASTER CREEK ARE SHOWN PER AVAILABLE FEMA MAPS

OPEN SPACE CALCULATION FOR THE RL-14 ZONE

*TOTAL AREA IN THE RL-14 ZONE:	102.47 ACRES (TO C/L OF ROADS)	REFER TO SHEET 1 FOR OPEN SPACE GRAPHICS
	98.95 ACRES (TO PROPOSED 60' R/W)	
*TOTAL PLANT AREA IN THE RL-14 ZONE:	96.09 ACRES (EXCL. PROP. R/W, LAND DIV. UNDEVELOPED LAND NORTH OF PH 3)	
	9.92 ACRES (EXCL. R/W, LAND DIV AREA)	
*FLOODPLAIN/WETLAND AREA:	86.17 ACRES *	
*NET AREA:	10.4 ACRES ± *	* NET AREA INCLUDES CONSUMERS EASEMENT. ASSUMING IT WILL BE REDUCED, OPEN SPACE EXCLUDES CONSUMERS EASEMENT. IF EASEMENT IS REDUCED, OPEN SPACE PERCENTAGE MAY INCREASE.
*UPLAND OPEN SPACE AREA:	12.0% *	
*OPEN SPACE PERCENT OF NET AREA:		

PROPOSED LAND USE

- THIS DEVELOPMENT WILL CONSIST OF 178 LOTS IN THE RL-14 ZONE.
- ONE LAND DIVISION IN THE RL-14 ZONE WILL HAVE FRONTAGE ON HANNA LAKE AVENUE.
- PHASE 1 CONTAINS 17.88 ACRES WITH 26 LOTS
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- PHASE 3 CONTAINS 10.93 ACRES WITH 28 LOTS
- PHASE 4 CONTAINS 13.60 ACRES WITH 32 LOTS
- PHASE 5 CONTAINS 37.56 ACRES WITH 50 LOTS
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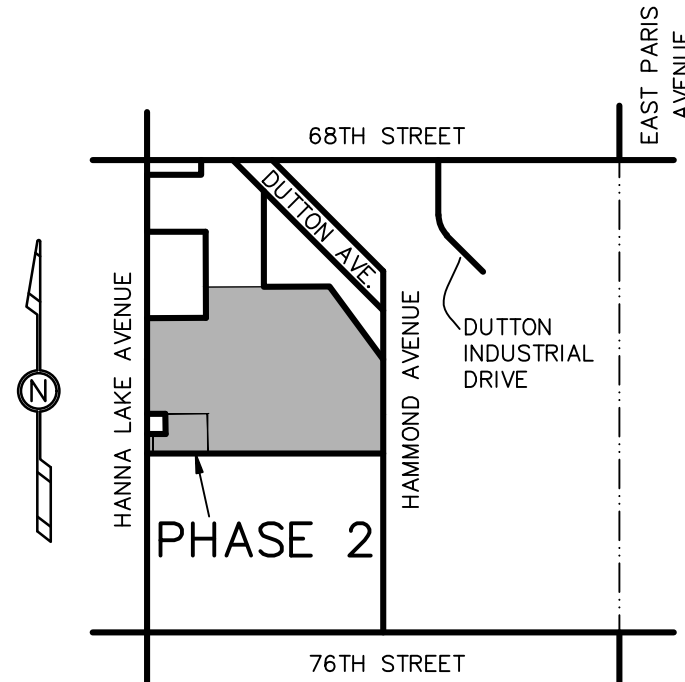
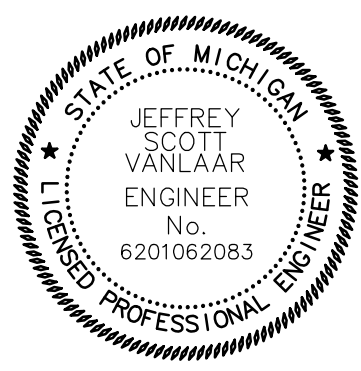
NOTE: ACREAGES EXCLUDE R/W'S OF HANNA LAKE AVE, DUTTON AVE, AND HAMMOND AVE

PROPOSED IMPROVEMENTS

- *PUBLIC WATER AND SANITARY SEWER WILL BE PROVIDED FOR EACH LOT. PUBLIC SEWER IS TO BE EXTENDED ALONG THE EAST BRANCH OF PLASTER CREEK.
- *STORMWATER MANAGEMENT TO CONFORM TO KENT COUNTY DRAIN COMMISSION SPECIFICATIONS AND A DRAIN DISTRICT SHALL BE ESTABLISHED.
- *BURIED POWER, GAS AND CABLE TO SERVICE EACH LOT WILL BE LOCATED WITHIN THE 10' PRIVATE UTILITIES EASEMENT.
- *CONSTRUCTION WILL CONFORM TO ALL APPLICABLE STATE AND LOCAL CODES.
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- *STREET LIGHTS, A DESIGN AND LOCAL LIGHTING PLAN, AND LIGHTING AND CONSUMERS ENERGY, WILL BE INSTALLED. A SPECIAL ASSESSMENT DISTRICT SHALL BE REQUESTED BY THE DEVELOPER TO THE TOWNSHIP BOARD.
- *ALL OPEN SPACE TO BE MAINTAINED BY HOME OWNER'S ASSOCIATION.

BENCHMARK #1 ELEV. 775.74 (NAVD88)
TOP OF BT SPIKE IN EAST SIDE UTILITY POLE
23'± WEST OF C/L HANNA LAKE AVE. &
85'± SOUTH OF SOUTH LINE HOUSE #7319

BENCHMARK #2 ELEV. 757.92 (NAVD88)
TOP OF NE FLANGE BOLT (UNDER "E") ON
HYDRANT, NORTH SIDE OF 68TH STREET, SE
OF BUILDING #3259



LEGEND

- - - - - = PROPOSED STORM SEWER
 _____ = PROPOSED SANITARY SEWER
 — — — — — = PROPOSED WATERMAIN

PRELIMINARY PLAT PHASE 2 THORNAPPLE FARMS

FOR: GREEN DEVELOPMENT VENTURES
ATTN: DAN LARABEL
2186 EAST CENTRE AVE
PORTAGE, MI 49002

PART OF THE NW 1/4, SECTION 11, T5N, R11W, GAINES TOWNSHIP, KENT COUNTY, MICHIGAN

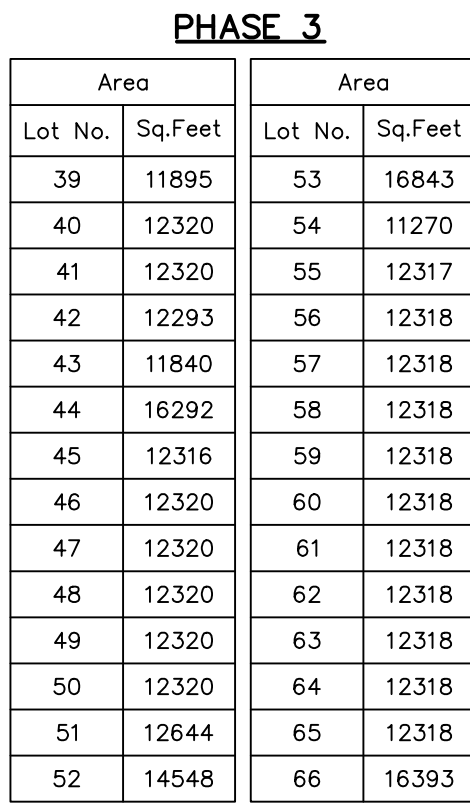
07/10/23	REV PER KCRC	JDR
05/25/23	REV PER KCRC	JDR
05/02/23	REV UTILITIES	JSD
02/28/23	REV STREET NAMES	JSV
02/27/23	REV PER TWP	JSV
<i>DATE</i>	<i>REVISION</i>	<i>BY</i>



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DRAWN BY: JDR	PROJ. ENG.: JSV	SHEET 3 of 7
APPROVED BY: JSV	PROJ. SURV.: KJV	
FILE NO.: 221731E	DATE: 01/23/2023	

SHEET
3 of 7



PARCEL 1 (7307 HAMMOND AVENUE PP#41-22-11-176-002) :
That part of the East one-half of the Northwesterly one quarter lying South of C H DEMING'S ADDITION and Southwesterly of centerline of Dutton Avenue, Section 11, Town 5 North, Range 11 West; North 1/2 North 1/2 Northeast 1/4 Southwest 1/4, Section 11, Town 5 North, Range 11 West. PARC. 2 (4336TH STREET SE PP#41-22-11-101-012) :
That part of the West 1/2 of Section 11, Town 5 North, Range 11 West, described as follows: Commencing 610.5 feet East of the Northwest corner of said Section; thence South 165 feet; thence West 610.5 feet; thence South 843.41 feet; thence East 660 feet; thence South 973.59 feet; thence West 680 feet to a point, 1.782 feet South from the Northwest corner of Section 11; thence South to a point 450.0 feet South from the Southwest corner of the North 1/2 of the Northwest 1/4 of the Southwest 1/4 of Section 11; thence East perpendicular to the West Section line 200 feet; thence South parallel with the West Section line 230.0 feet; thence West perpendicular to the West Section line 200.0 feet; thence South 220.0 feet to the Southwest corner of the North 1/2, Northwest 1/4, Southwest 1/4 of Section 11; thence East to the Southeast corner of the West Section line 1/4 of said Section; thence North along the West 1/8 line to the Southwesterly line of Dutton Avenue, thence Northwesterly along the Southwesterly line of said Dutton Avenue to the North Section line, thence West to the place of beginning.
*TOTAL SIZE: 132.5 ACRES
*DEVELOPMENT ONLY PROPOSED FOR PARCEL 1 AND RL-14 PORTION OF PARCEL 2
PHASE 3 Description:
Part of the NW 1/4 of Section 11, T5N, R11W, Gaines Township, Kent County, Michigan, described as: Commencing at the West 1/4 Corner of said Section 11; thence N00°09'34"W 866.90 feet along the West line of said NW 1/4; thence N89°52'04"E 660.00 feet to the POINT OF BEGINNING; thence N00°09'34"W 291.15 feet; thence S57°02'E 162.70 feet along the West line of said NW 1/4; thence S77°03'22"E 72.12 feet; thence N89°54'14"E 226.47 feet; thence N89°51'03"E 68.00 feet; thence N89°51'03"E 130.00 feet to the SW corner of C. H. Deming's Addition of Dutton as recorded in Liber 10 of Page 35, Kent County Records; thence N89°44'10"W 63.60 feet along the South line of said C. H. Deming's Addition of Dutton; thence S23°27'03"W 222.94 feet; thence S25°59'23"W 66.08 feet; thence S22°49'21"W 186.82 feet; thence N52°40'50"W 28.32 feet; thence S89°44'10"W 863.32 feet; thence S86°38'58"W 66.10 feet; thence S89°50'26"W 93.00 feet; thence N48°29'59"W 111.10 feet to the Point of Beginning.

•MAPPING IS BASED ON BOUNDARY SURVEY BY EXCEL ENGINEERING DATED 10/21/22
•CONTOURS ARE BASED ON AVAILABLE COUNTY GIS INFORMATION

•EXISTING ZONING: RL-14 SINGLE FAMILY RESIDENTIAL
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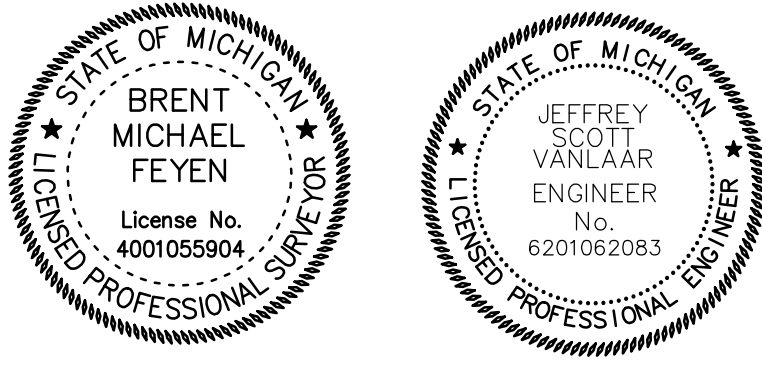
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	98.95 ACRES (TO PROPOSED 60' R/W)	
• TOTAL PLAT AREA IN THE RL-14 ZONE:	96.09 ACRES (EXCL. PROP. R/W, LAND DIV., UNDEVELOPED LAND NORTH OF PH 3)	REFER TO SHEET 1 FOR OPEN SPACE GRAPHICS
• FLOODPLAIN/WETLAND AREA:	9.82 ACRES (EXCL. R/W, LAND DIV AREA)	
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THIS DEVELOPMENT WILL CONSIST OF 178 LOTS IN THE RL-14 ZONE.

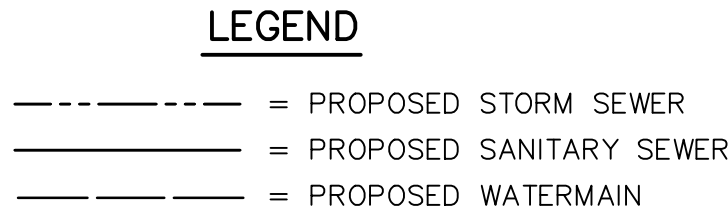
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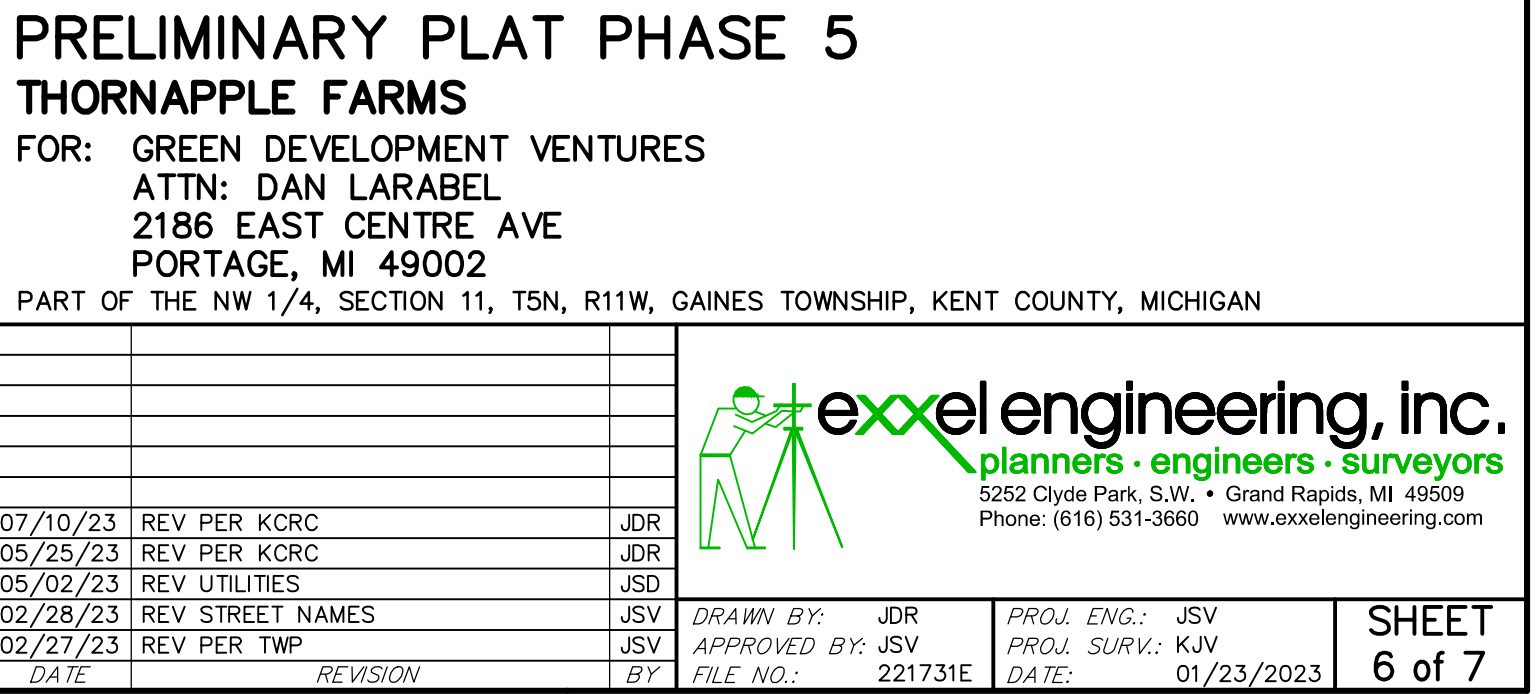
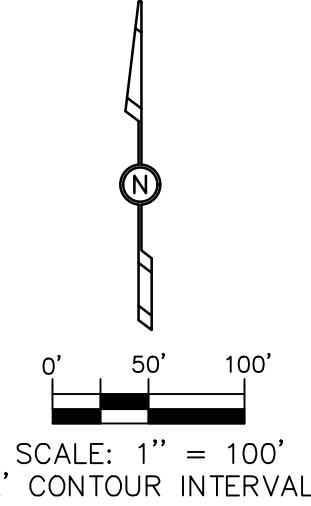
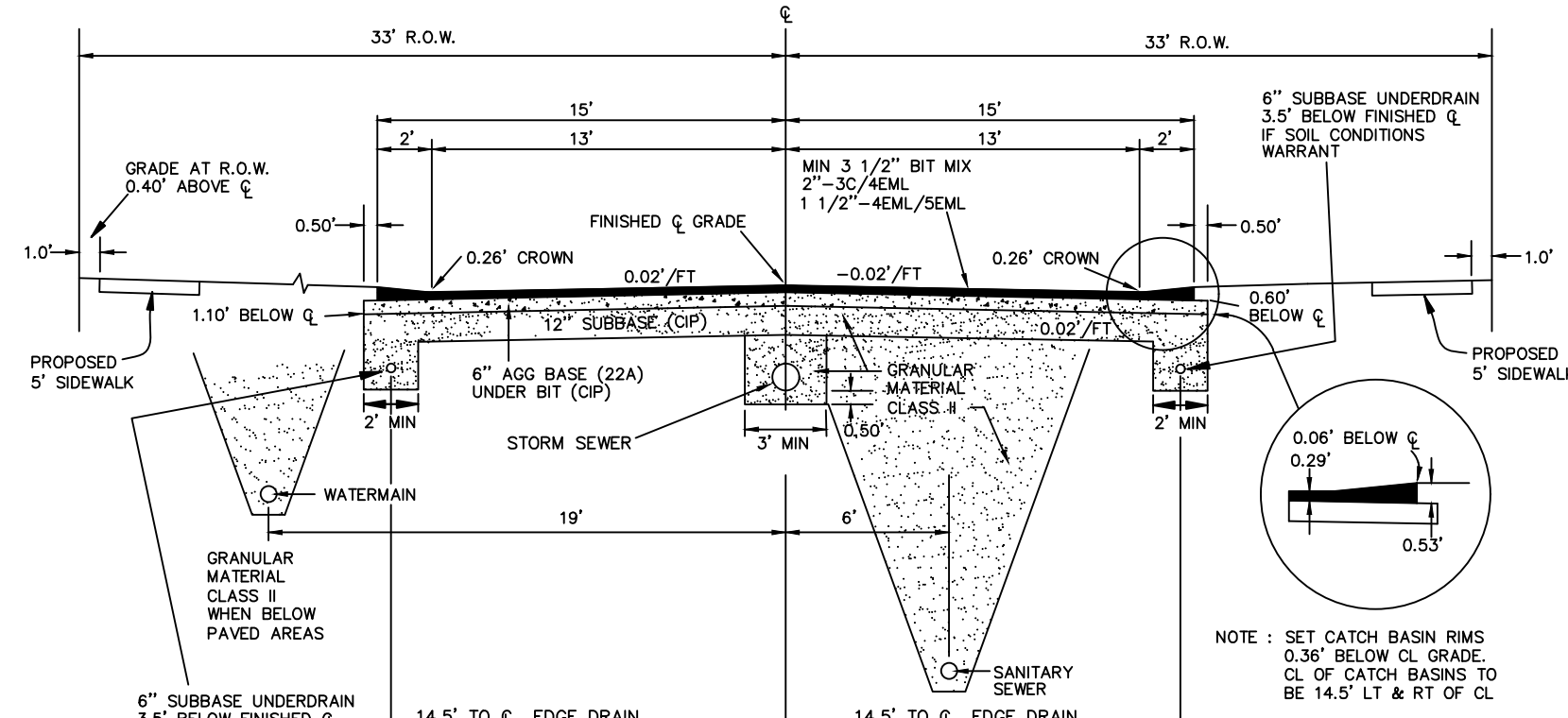
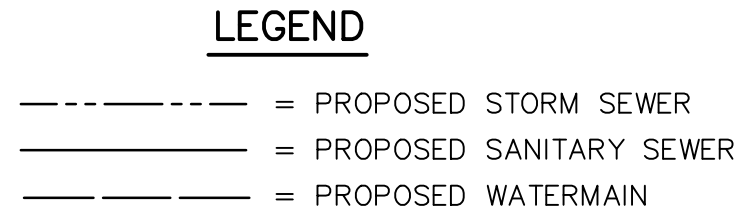
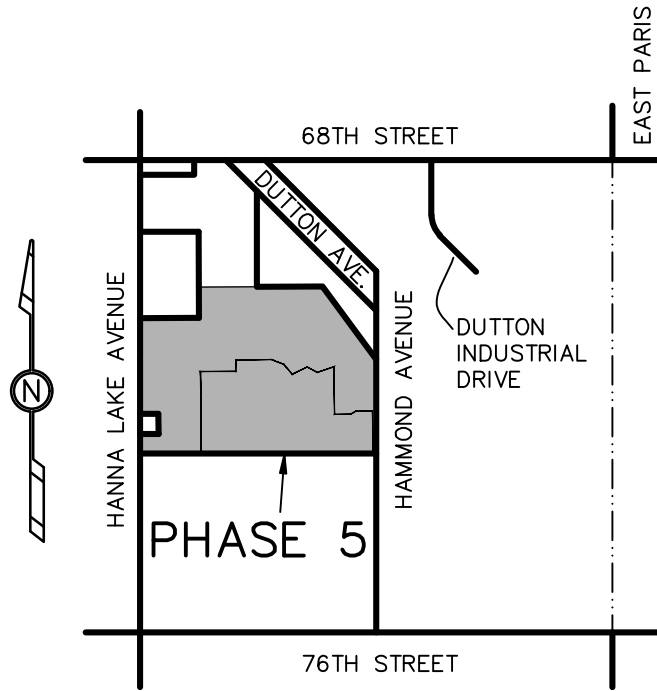
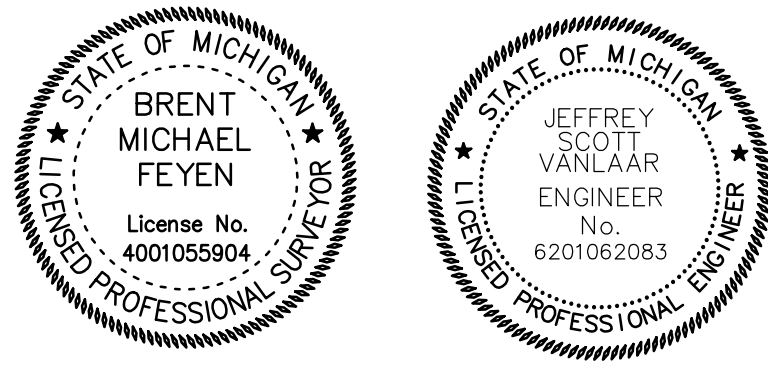
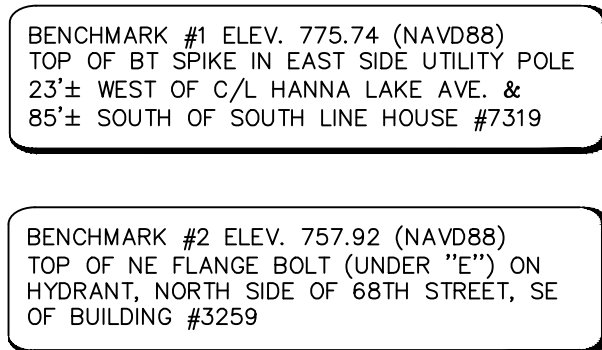
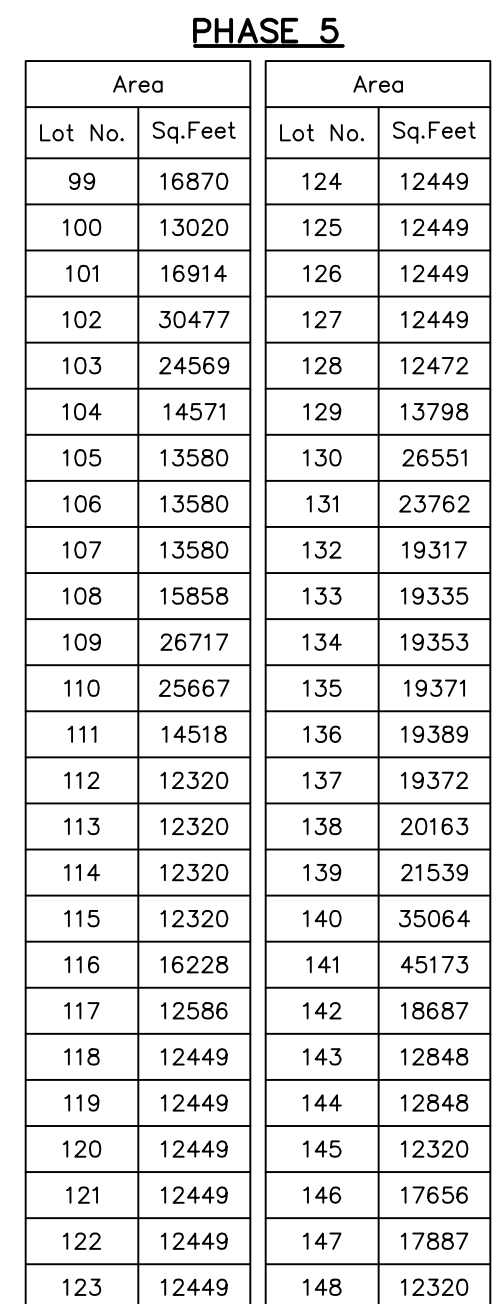
BENCHMARK #2 ELEV. 757.92 (NAVD88)
TOP OF NE FLANGE BOLT (UNDER "E") ON
HYDRANT, NORTH SIDE OF 68TH STREET, SE
OF BUILDING #3259



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DRAWN BY: JDR	PROJ. ENG.: JSV	SHEET 4 of 7
APPROVED BY: JSV	PROJ. SURV.: KJV	
FILE NO.: 221731E	DATE: 01/23/2023	

SHEET
4 of 7



**CHARTER TOWNSHIP OF GAINES
COUNTY OF KENT, MICHIGAN**

RESOLUTION NO. 2023-_____

The following Resolution was offered and adopted by the Gaines Charter Township Board of Trustees at a regular meeting held on August 14th, 2023, at the Gaines Charter Township Offices, 8555 Kalamazoo Avenue, Caledonia, Michigan.

Members Present:

Member Absent:

The following Resolution was offered for adoption by Member _____ and supported by Member _____ to document the findings and decision by the Gaines Charter Township Board of Trustees regarding a request made by Green Development Ventures for approval of an amendment to a tentative Preliminary Plat for a residential development called Thornapple Farms.

**TENTATIVE APPROVAL OF THE PRELIMINARY PLAT FOR GREEN
DEVELOPMENT VENTURES FOR THORNAPPLE FARMS**

WHEREAS, Green Development Ventures, the “Applicant,” has submitted an amendment to the Preliminary Plat for a residential development located at 3316 68th Street SE and 7307 Hammond Avenue SE (41-22-11-101-012 and 41-22-11-176-002) previously approved by the Board of Trustees at the April 10th, 2023 regular meeting. The requested revised plat includes alterations to roadways, additional open space, and additional lots; and

WHEREAS, the proposed Preliminary Plat consists of 178 single-family lots located within the 96.09-acre area of land; and

WHEREAS; the proposed plat meets the standards for Reduced Minimum Lot Sizes in Plats that Include Parks, Open Space, and/or Trails with more than 10% of the site designated for open space; and

WHEREAS, the Planning Commission considered the application and the proposed Preliminary Plat, and at a meeting on March 23rd, 2023, held a public hearing and recommended that the Gaines Charter Township Board of Trustees grant tentative approval of the Preliminary Plat, upon certain terms and conditions.

IT IS, THEREFORE, RESOLVED AS FOLLOWS:

Township Board Resolution No. 23-_____
Green Development Ventures
August 14th, 2023

1. Tentative Approval of the Preliminary Plat.

The Gaines Charter Township Board of Trustees hereby grants tentative approval of the Preliminary Plat last revised on July 10th, 2023, upon the terms and subject to the conditions stated in this Resolution. This Resolution recommends approval of the overall layout and tentative plan for lots, stormwater infrastructure, and utilities.

2. Lots.

The Preliminary Plat shall consist of 178 residential lots, for one single-family detached dwelling each, numbered from lot 1 through lot 178. Residential construction shall comply with the Gaines Charter Township Zoning Ordinance.

3. Land Division Act and Chapter 22 Land Divisions, Subdivisions and Land Development.

The Preliminary Plat shall comply in all respects with applicable provisions of the Michigan Land Division Act and Chapter 22 of the Gaines Charter Township Code, Land Divisions, Subdivisions and Land Development.

4. Other Required Approvals.

Written approvals from other agencies having jurisdiction over the Preliminary Plat shall be obtained, and copies shall be provided to the Township in accordance with the Land Division Act prior to final approval of the Preliminary Plat.

5. Conditions of Approval.

1. Staff shall confirm that no less than five house models that meet the requirements of GCTZO Section 6.4 A are built within the plat.
2. Staff shall enforce the street tree requirement of GCTZO Section 16.13.A at the time of final plat consideration.
3. The applicant shall request the creation of a Street Light Assessment District before applying for residential building permits.
4. The applicant shall adhere to all review comments provided by the Township Engineer.

TOWNSHIP BOARD DECISION

Based on the above, the Gaines Charter Township Board of Trustees hereby adopts Resolution No. 2023 - _____ and tentatively approves the subject Preliminary Plat, subject to conditions documented

herein. Tentative approval confers upon the proprietor for a period of one (1) year from date, approval of lot sizes, lot orientation, and street layout, and application of the current subdivision regulations.

A motion was made to adopt this Resolution by Township Board Member _____ and supported by Township Board Member _____, the roll call vote being as follows:

AYES: _____

NAYS: _____

ABSENT: _____

RESOLUTION DECLARED ADOPTED

CERTIFICATION

I hereby certify that the above is a true copy of a Resolution adopted by the Gaines Charter Township Board at a regular meeting held on August 14th, 2023.

Respectfully submitted,

Michael Brew, Clerk
Gaines Charter Township

Dated: _____, 2023



MEMO

Staff Communication

DATE: August 14, 2023

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director; Natalie Davenport,
Assistant Planner

RE: Gaines Marketplace PUD Major Amendment – 1st Read (1801 Marketplace
Drive SE)

SUMMARY OF TOPIC:

The applicant is requesting a major Planned Unit Development (PUD) amendment to the Gaines Marketplace PUD to install 12 Tesla supercharger stalls. The charging stalls are proposed south of Meijer in the parking lot adjacent to Marketplace Drive.

The site plan includes the installation of 12 Tesla supercharger stalls, including one (1) ADA-accessible charging station on the west end. Four (4) parking spaces will need to be removed. The charging stations will be illuminated, and there are three light poles proposed to illuminate the site. The chargers will be powered by Consumer's Energy. The chargers only charge Tesla vehicles and will not charge other kinds of electric vehicles (EVs), unless using an adapter. Per the applicant, it takes approximately 15 minutes to recharge up to 200 miles.

Since EV charging stations are not addressed in the current zoning ordinance and were not considered with the original intent of the PUD, a major PUD amendment is required.

Surrounding Zoning:

	NORTH: M-6 / RL-10	
WEST: Gaines Marketplace PUD	SUBJECT PARCEL	EAST: Gaines Marketplace PUD
	SOUTH: RL-10	



FINANCIAL IMPACT:

The major PUD amendment is not anticipated to have a financial impact on the Township. Installation, service, and electricity costs are borne by Tesla and consumers. Costs associated with the review process are borne by the applicant through administrative and escrow review fees.

BUDGET ACTION REQUIRED:

N/A.

PROCESS:

A review of the PUD application is subject to the following process:

1. Preliminary major PUD amendment review and Planning Commission approval based on Section 11.1 (May 25th, 2023).
2. Public Hearing and recommendation concerning major PUD amendment by the Planning Commission through a resolution and draft ordinance (July 27th, 2023)
3. Review by the Township Board at first reading (August 14th, 2023)
4. Review, public hearing, and approval of the major PUD amendment by the Township Board at second reading (TBD)

STAFF RECOMMENDATION:

The Planning Commission approved a resolution that recommended approval of the major PUD amendment with the following condition of approval:

1. The mounting height of the light fixtures shall not exceed 20 feet in height.

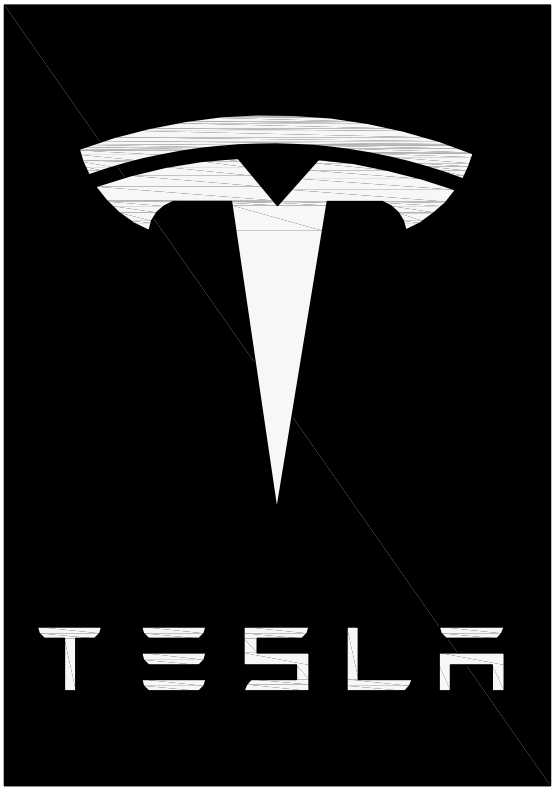
Staff recommends that the Township Board set a public hearing for a second reading and further consideration. The draft Board resolution reflects the findings of the approved Planning Commission resolution.

Meijer #199 - Supercharger Proposal
1801 Marketplace Drive, Caledonia, MI 49316



AERIAL SITE PLAN (STORE # 199)

TESLA



SUPERCHARGER STATION

MEIJER #199

SITE NAME: CALEDONIA, MI (TRT: 18642)

1801 MARKETPLACE DRIVE
CALEDONIA, MI 49316



3500 DEER CREEK RD
PALO ALTO, CA 94304
(650) 681-5000



49030 Pontiac Trail, Suite 100
Wixom, Michigan 48393
PHONE: 248-705-9212

DRAWN BY: RC
CHECKED BY: PL

REV	DATE	DESCRIPTION
F	06/20/2023	CD 100's
E	06/09/2023	CD 100's
D	03/03/2023	IFP CD 100's
C	02/09/2023	CD90
B	01/30/2023	CD90
A	01/18/2023	CD90



CONSISTENT WITH APPLICABLE LICENSING LAWS THIS SEAL CERTIFIES ONLY THAT THE ARCHITECTURAL DESIGN WORK WAS PREPARED EITHER PERSONALLY BY ME OR UNDER MY IMMEDIATE AND DIRECT SUPERVISION AND CONTROL. THE SEAL IS NOT INTENDED TO AND DOES NOT IN FACT ATTEST TO ANY ENGINEERING WORK THAT WOULD FALL OUTSIDE THE SCOPE OF WHAT THE APPLICABLE LICENSING LAWS WOULD PERMIT AS THE PRACTICE OF ARCHITECTURE.

SITE NAME: CALEDONIA, MI
1801 MARKETPLACE DRIVE
CALEDONIA, MI 49316

SHEET TITLE
TITLE SHEET &
PROJECT DATA

SHEET NUMBER
T-1

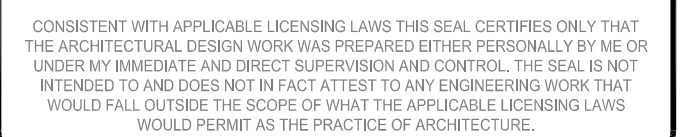
SITE INFORMATION	APPLICABLE CODES	PROJECT DESCRIPTION	ZONING INFORMATION	DRAWING INDEX																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																		
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EQUIPMENT SUPPLIER: TESLA MOTORS, INC. 3500 DEER CREEK RD PALO ALTO, CA 94304 (650) 681-5000 POWER COMPANY: CMS ENERGY COUNTY: KENT LATITUDE (NAD83): 42° 50' 41.7" N 42.844915 LONGITUDE (NAD83): 85° 37' 09.2" W -85.619230	ALL WORK SHALL COMPLY WITH THE FOLLOWING APPLICABLE CODES: 2015 INTERNATIONAL BUILDING CODE 2017 NATIONAL ELECTRIC CODE IN THE EVENT OF CONFLICT, THE MOST RESTRICTIVE CODE SHALL PREVAIL	- INSTALL (3) TESLA SUPERCHARGER CABINETS - INSTALL (12) TESLA CHARGING STATIONS - INSTALL (2) 75W LIGHT POSTS WITH BACK SHIELD - INSTALL (1) UTILITY TRANSFORMER - INSTALL (1) SWITCHGEAR ASSEMBLY - INSTALL (1) METER MOUNTED TO TRANSFORMER	PERMITTING JURISDICTION: GAINES TOWNSHIP DAN WELLS Dan.Wells@GainesTownship.org (616) 698 6640	<table><tr><th>SHEET NO:</th><th>SHEET TITLE</th></tr><tr><td>T-1</td><td>TITLE SHEET & PROJECT DATA</td></tr><tr><td>A-1</td><td>OVERALL SITE PLAN</td></tr><tr><td>A-2</td><td>DEMOLITION PLAN</td></tr><tr><td>A-3</td><td>PROPOSED SITE 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DATA	A-1	OVERALL SITE PLAN	A-2	DEMOLITION PLAN	A-3	PROPOSED SITE PLAN	A-4	SITE ELEVATIONS	A-5	TREX ENCLOSURE DETAILS	LS-1	LANDSCAPING PLAN	E-1	ELECTRICAL SITE PLAN	E-2	ELECTRICAL PLAN	E-3	SYSTEM ONE-LINE & V3 SUPERCHARGER INTERCONNECTION DIAGRAM	E-4	PLACARDS AND LABELS	G-1	GROUNDING DETAILS	D-1	INSTALLATION DETAILS	D-2	INSTALLATION DETAILS	D-3	INSTALLATION 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NOTE:
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TO BE JACK AND BORED (DO NOT SAW
CUT).

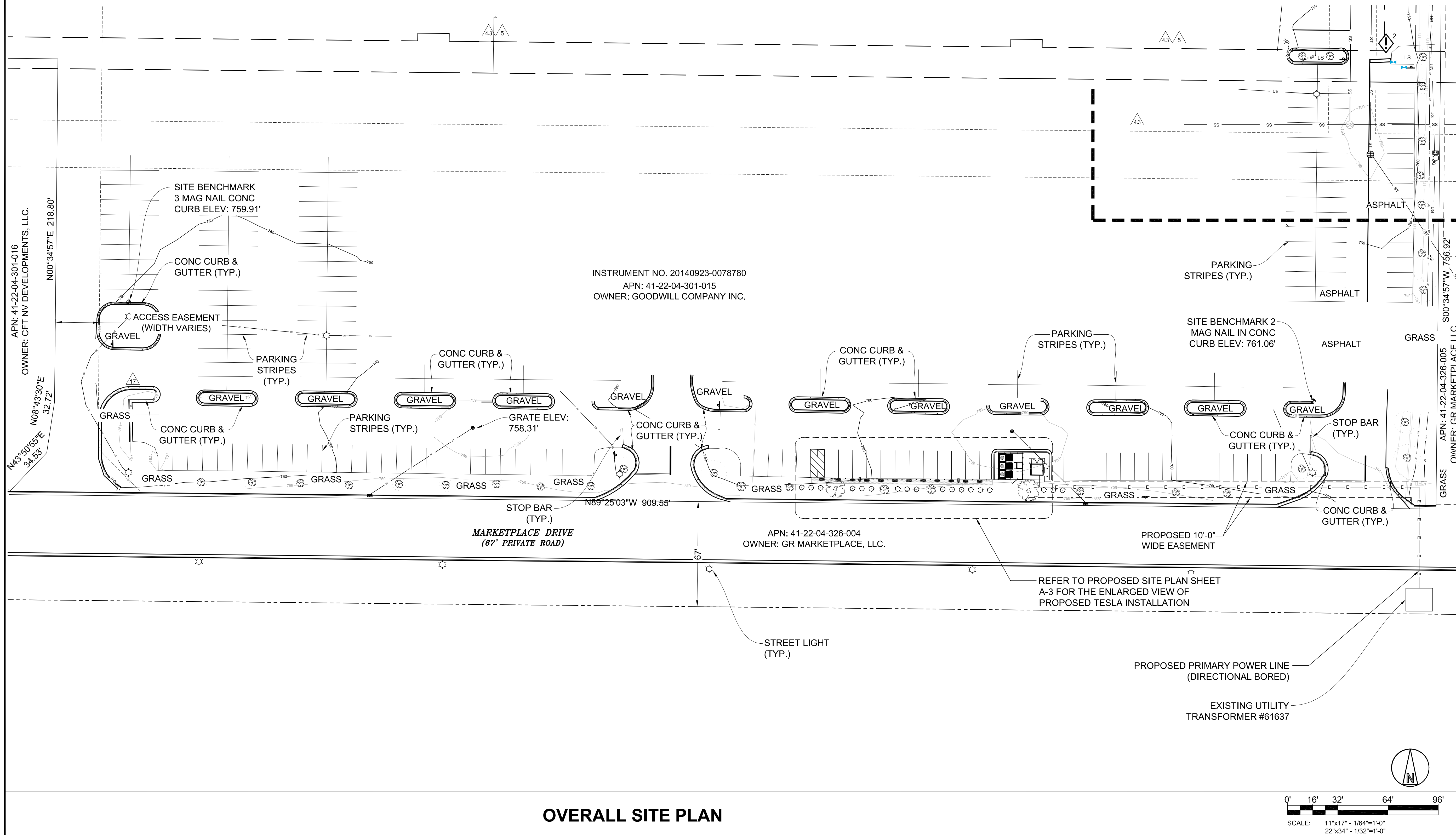


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PHONE: 248-705-9212

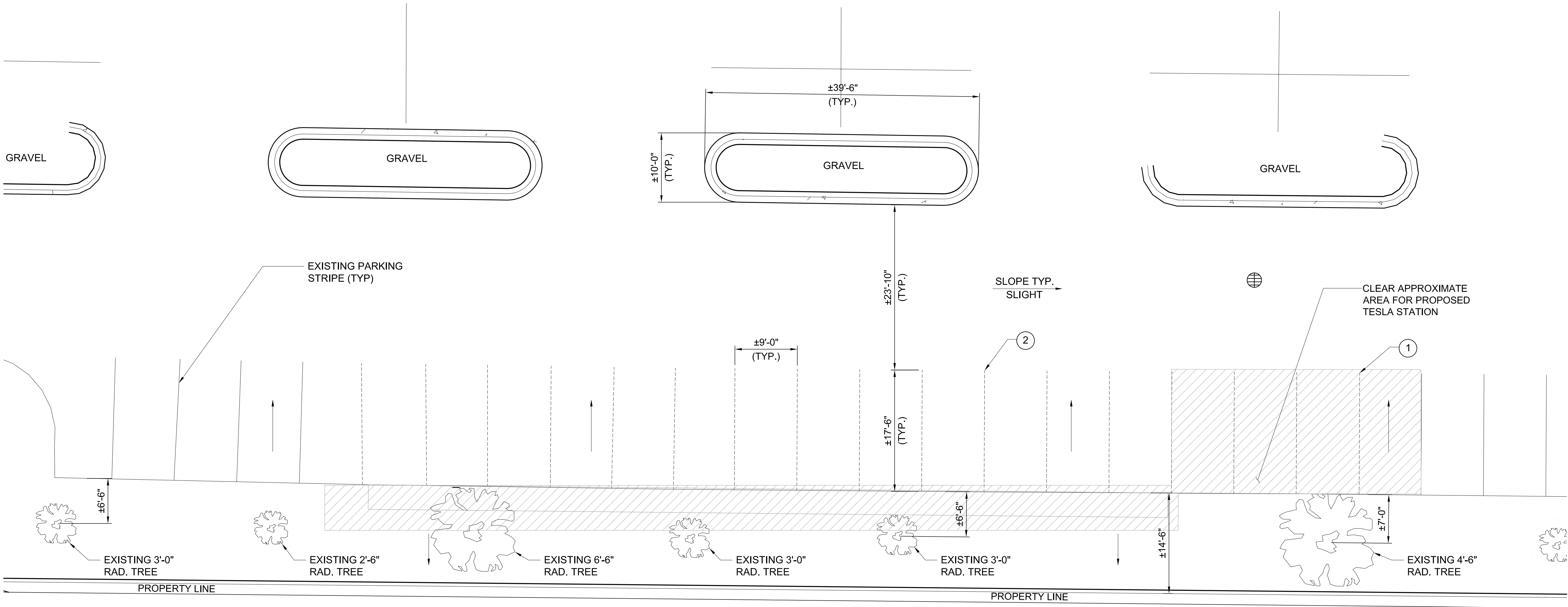
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D	03/03/2023	IFP CD 100's
C	02/09/2023	CD90
B	01/30/2023	CD90
A	01/18/2023	CD90
REV	DATE	DESCRIPTION



A-1



DEMOLITION SCOPE OF WORK	
①	EXISTING PARKING STRIPES TO BE REMOVED (TYP OF 4)
②	EXISTING PARKING STRIPES TO BE REMOVED AND RESTRIPED (TYP OF 13)



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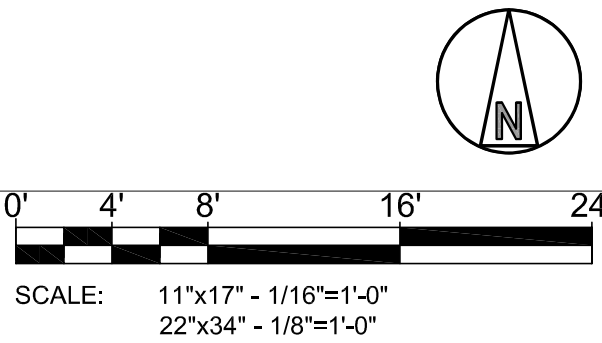
CONSISTENT WITH APPLICABLE LICENSING LAWS THIS SEAL CERTIFIES ONLY THAT THE ARCHITECTURAL DESIGN WORK WAS PREPARED EITHER PERSONALLY BY ME OR UNDER MY IMMEDIATE AND DIRECT SUPERVISION AND CONTROL. THE SEAL IS NOT INTENDED TO AND DOES NOT IN FACT ATTEST TO ANY ENGINEERING WORK THAT WOULD FALL OUTSIDE THE SCOPE OF WHAT THE APPLICABLE LICENSING LAWS WOULD PERMIT AS THE PRACTICE OF ARCHITECTURE.

SITE NAME: CALEDONIA, MI
1801 MARKETPLACE DRIVE
CALEDONIA, MI 49316

SHEET TITLE
DEMOLITION SITE PLAN

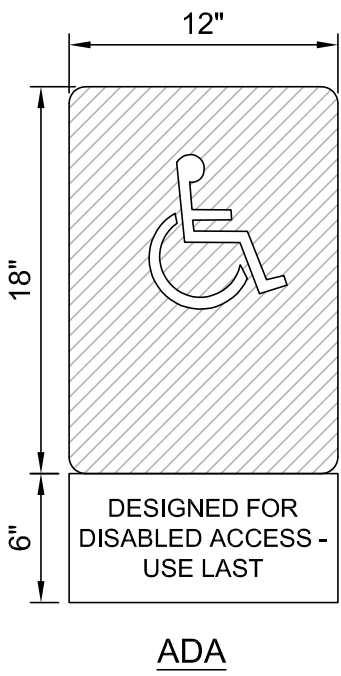
SHEET NUMBER
A-2

DEMOLITION PLAN

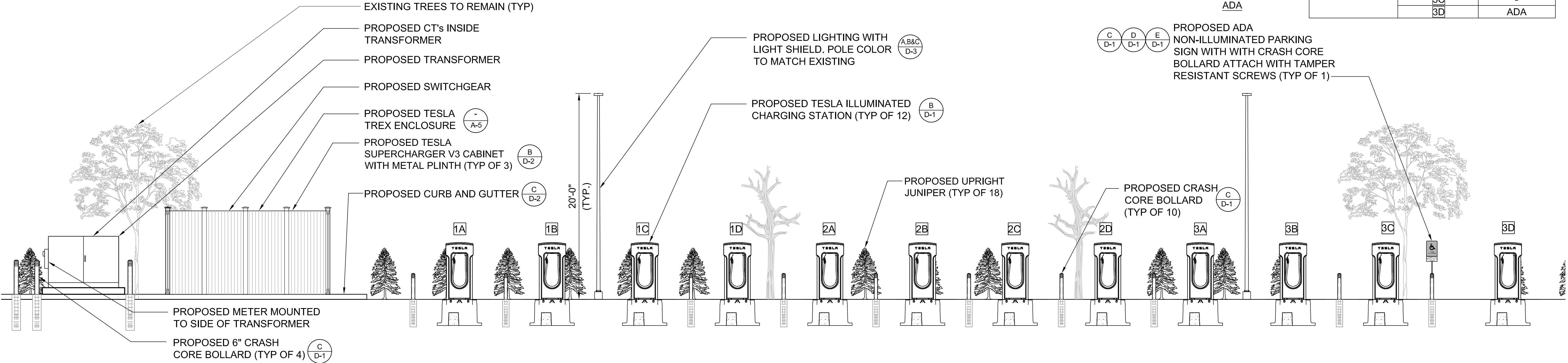


NOTES

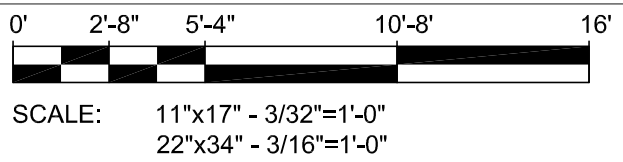
1. BOTTOM OF LOWEST SIGN TO BE INSTALLED 54" ABOVE GRADE.
2. ADDITIONAL PARKING SIGNS TO BE INSTALLED 2" ABOVE TOP OF PREVIOUS SIGN.
3. DO NOT ANCHOR SIGNAGE OR PENETRATE SIDE OF SWITCHGEAR ASSEMBLY.
4. SIGNAGE TO BE REFLECTIVE VINYL.
5. SIGNAGE SHALL BE PRINTED WITH RED LETTERING ON A WHITE BACKGROUND.
6. ALL TEXT SHALL BE CAPITAL LETTERS. LABEL FONT SHALL BE ARIAL (OR SIMILAR) AND IS NOT TO BE BOLD.
7. CONTRAST BETWEEN CHARACTERS, SYMBOLS AND THEIR BACKGROUND SHALL BE 70% MINIMUM AND HAVE A NON GLARE FINISH.



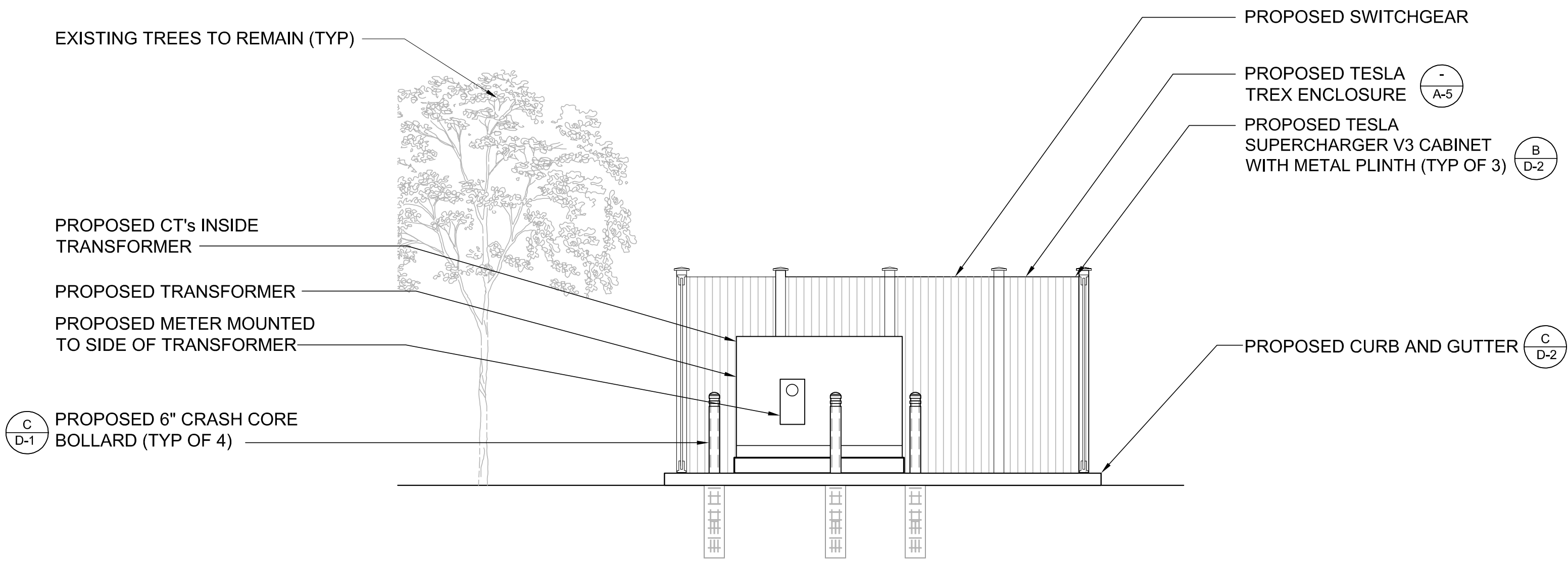
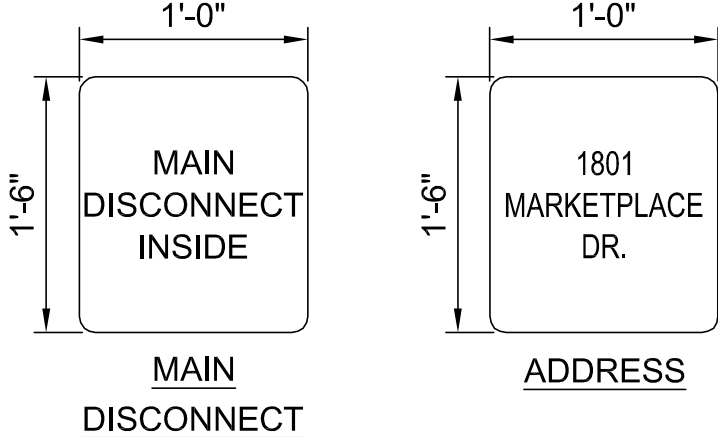
CHARGING POST SIGNAGE SCHEDULE		
SUPERCHARGER	CHARGE POST	SIGN(S) TO INSTALL
①	1A	-
	1B	-
	1C	-
	1D	-
②	2A	-
	2B	-
	2C	-
	2D	-
③	3A	-
	3B	-
	3C	-
	3D	ADA



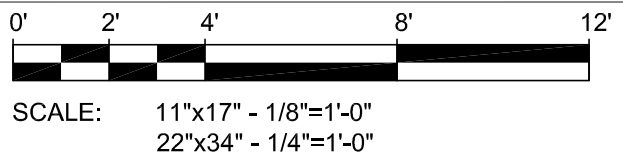
SITE ELEVATION



A



SITE ELEVATION



B



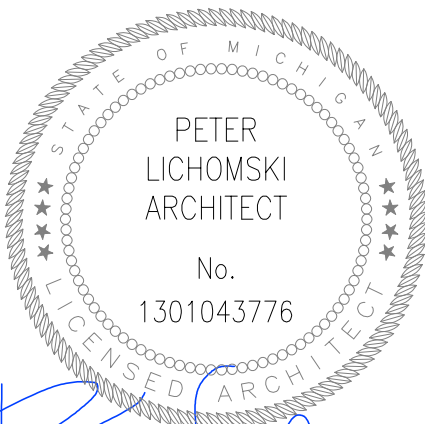
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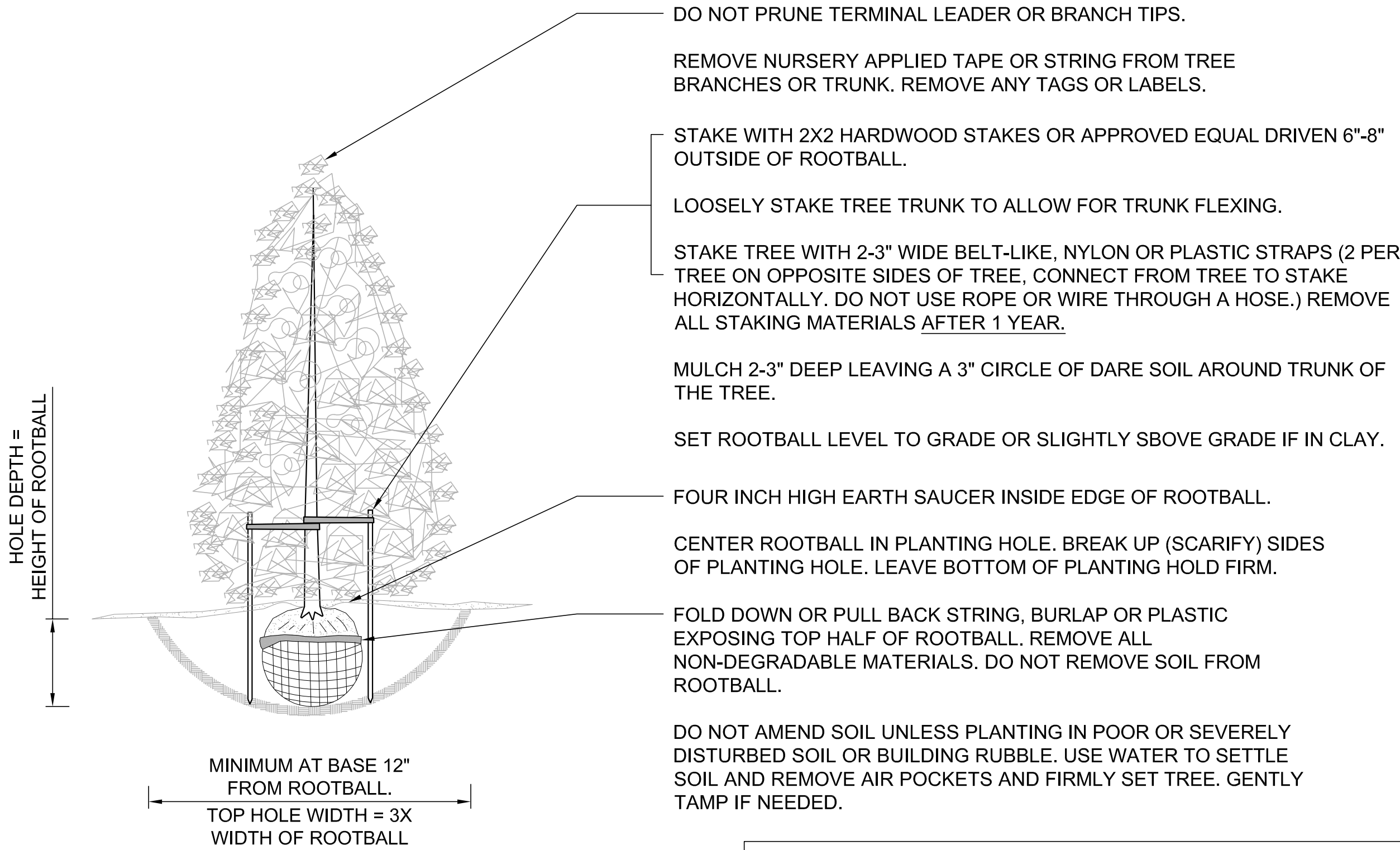


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1801 MARKETPLACE DRIVE
CALEDONIA, MI 49316

SHEET TITLE
SITE ELEVATION

SHEET NUMBER
A-4

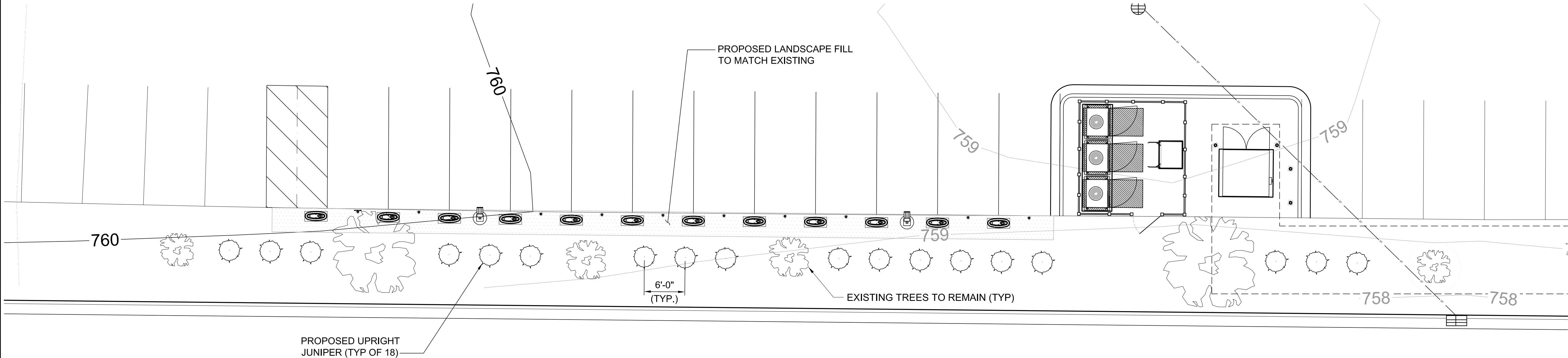


EVERGREEN TREE PLANTING AND STAKING DEATAIL

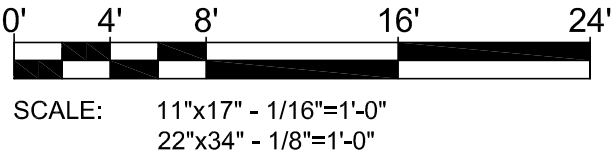
GENERAL NOTE

- ALL PLANTS SHALL BE WATERED THOROUGHLY TWICE DURING THE FIRST 24 HOUR PERIOD AFTER PLANTING. CONTRACTOR TO PROVIDE WATERING PLAN FOR THE FIRST GROWING SEASON.
- PLANTINGS SHALL BE LEVEL OR SLIGHTLY BELOW THE ISLAND'S EDGE TO FACILITATE RAIN WATER COLLECTION FOR THE PLANTS AND TO KEEP ALL PLANT MATERIALS (MULCH, STONES, ETC.) IN THE ISLAND.

PLANT SCHEDULE						
CODE	BOTANICAL NAME	COMMON NAME	QTY	SIZE (AT CONSTRUCTION)	SPACING	SPECIFICATIONS (AT FULL SIZE)
EVERGREEN_SHRUBS	JUNIPERUS CHINENSIS	UPRIGHT JUNIPER	18	5'-0" HIGH	6'-0" O.C	10'-15' TALL, 4'-0' WIDE



LANDSCAPING PLAN



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SITE NAME: CALEDONIA, MI
1801 MARKETPLACE DRIVE
CALEDONIA, MI 49316

SHEET TITLE
LANDSCAPING PLAN

SHEET NUMBER

LS-1

NOTES:

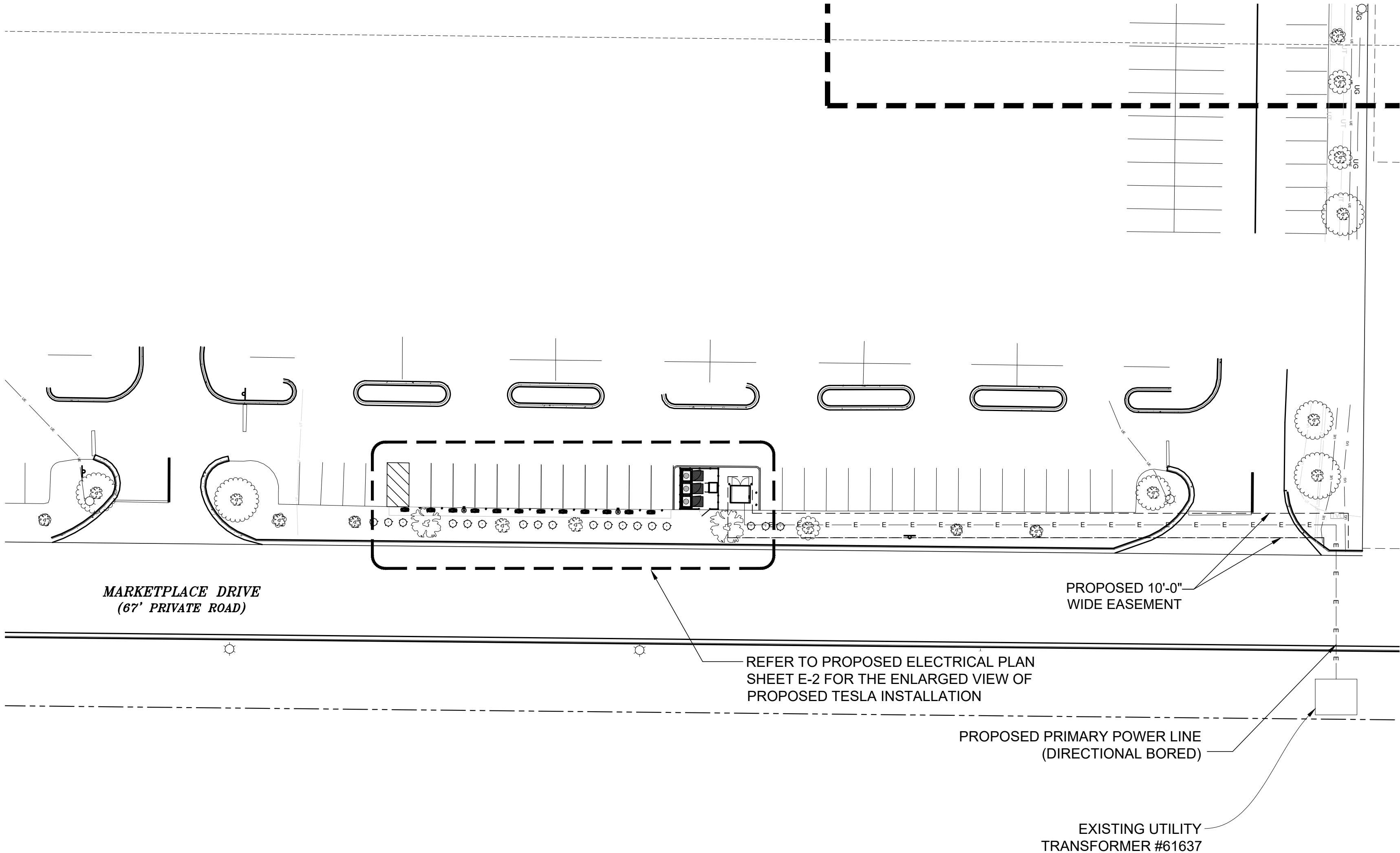
1. THE UTILITY DESIGN DETAILS SUMMARIZED ON THIS SHEET ARE FOR PROPERTY OWNER REVIEW. THE CONTRACTOR SHALL REFERENCE THE UTILITY DESIGN PACKAGE (UDP), PROVIDED WITH THE "ISSUED FOR CONSTRUCTION" DRAWINGS FOR BIDDING. THE CONTRACTOR SHALL INSTALL THE UTILITY RELATED SCOPE OF WORK PER UTILITY CONSTRUCTION SPECIFICATION REQUIREMENTS.
2. UTILITY EQUIPMENT INSTALLATIONS AND PREP WORK AND TERMINATION OF SERVICE CONDUCTORS SHALL BE COORDINATED WITH THE APPROPRIATE UTILITY ENGINEER AT TIME OF PRECONSTRUCTION MEETING TO ENSURE ACCURACY OF INSTALLATIONS.
3. TRANSFORMER BOLLARD PROTECTION TO BE INSTALLED PER UTILITY SPECIFICATION. ADDITIONAL BOLLARD PROTECTION MAY BE REQUIRED AT THE DISCRETION OF THE UTILITY FIELD INSPECTION PERSONNEL.

ELECTRICAL SCOPE OF WORK RESPONSIBILITIES			
SCOPE	BY UTILITY	BY TESLA	N/A
PROVIDE PRIMARY SIDE TRENCHING	X		
PROVIDE & INSTALL PRIMARY SIDE CONDUITS	X		
PROVIDE & INSTALL PRIMARY SIDE CONDUCTORS	X		
PROVIDE & INSTALL UTILITY TRANSFORMER PAD	X	X	
PROVIDE UTILITY TRANSFORMER	X		
INSTALL UTILITY TRANSFORMER	X		
INSTALL CONNECTIONS AT UTILITY TRANSFORMER (PRIMARY)	X		
INSTALL CONNECTIONS AT UTILITY TRANSFORMER (SECONDARY)		X	
PROVIDE METER BASE	X		
INSTALL METER BASE	X		
PROVIDE METER	X		
INSTALL METER	X		
PROVIDE CT CABINET			X
INSTALL CT CABINET			X
PROVIDE CTs	X		
INSTALL CTS	X		
PROVIDE SECONDARY SIDE TRENCHING		X	
PROVIDE & INSTALL SECONDARY SIDE CONDUITS W/ PULLWIRE		X	
PROVIDE & INSTALL SECONDARY SIDE CONDUCTORS		X	
PROVIDE ROAD CUTS / ROAD BORES / PAVEMENT REPLACEMENT		X	
PROVIDE & INSTALL LANDSCAPE REMEDIATION		X	

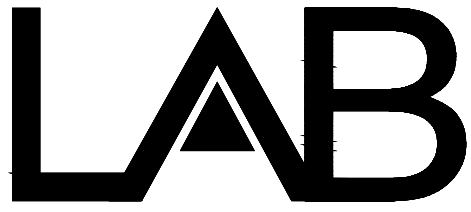
NOTE: SCOPE SHOWN ABOVE WAS PROVIDED BY CMS ENERGY. FIELD VERIFY PRIOR TO CONSTRUCTION.

POWER COMPANY:
CMS ENERGY
CHANCE NESLONEY
chance.nesloney@cmsenergy.com
(616) 268-6318

NOTE:
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CUT).



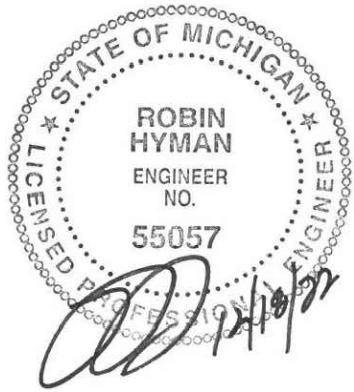
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PHONE: 248-705-9212

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CHECKED BY: RCH

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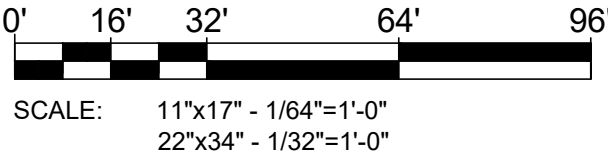
SITE NAME: CALEDONIA, MI
1801 MARKETPLACE DRIVE
CALEDONIA, MI 49316

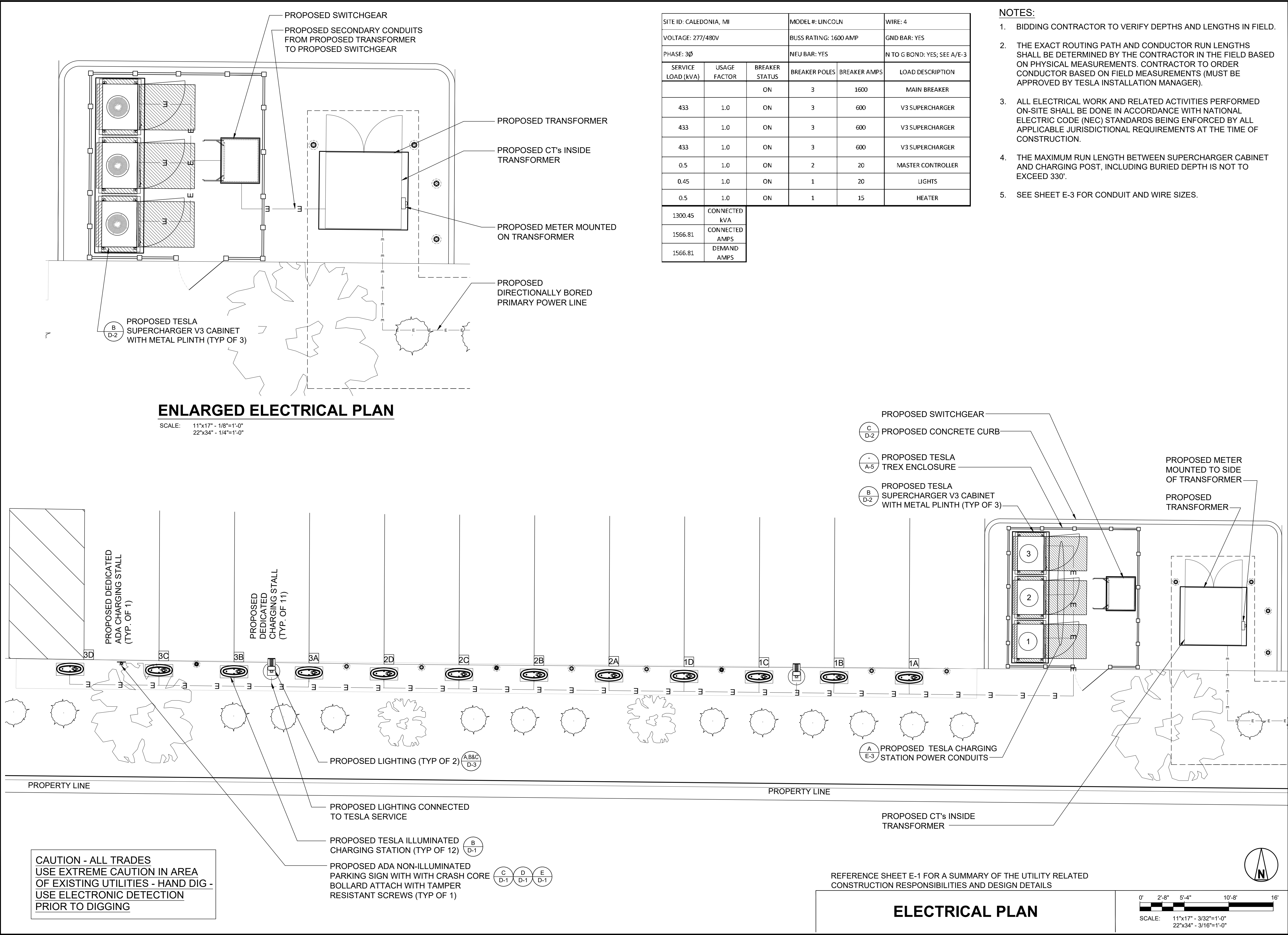
SHEET TITLE
ELECTRICAL SITE PLAN

SHEET NUMBER

E-1

ELECTRICAL SITE PLAN





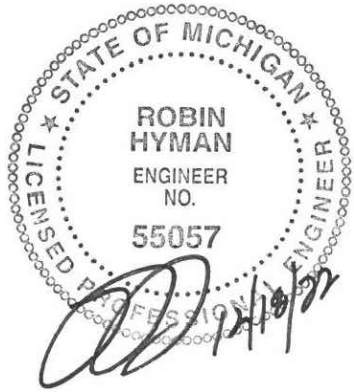
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LAB

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SITE NAME: CALEDONIA, MI
1801 MARKETPLACE DRIVE
CALEDONIA, MI 49316

SHEET TITLE
ELECTRICAL PLAN

SHEET NUMBER
E-2

ELECTRICAL FEEDER SCHEDULE			
NO	FROM	TO	CONFIGURATION
1	UTILITY TRANSFORMER/ METERING	PROPOSED SERVICE EQUIPMENT; INCOMING	{3} 600MCM AI (XHHW-2) {1} 600MCM AI (XHHW-2) NEUT IN EACH OF (5) 4" PVC OR HDPE CONDUIT
2	PROPOSED SERVICE EQUIPMENT; INCOMING	PROPOSED SERVICE EQUIPMENT; MAIN BREAKER	FACTORY INSTALLED BUSS
3	PROPOSED SERVICE EQUIPMENT; MAIN BREAKER	PROPOSED SERVICE EQUIPMENT; DISTRIBUTION PANEL	FACTORY INSTALLED BUSS
4	PROPOSED SERVICE EQUIPMENT; DISTRIBUTION PANEL	PROPOSED TESLA V3 CHARGING CABINETS	{3} 500MCM AI (XHHW-2, THWN-2, OR RW90) {1} 500MCM AI (XHHW-2, THWN-2, OR RW90) NEUT {1} #1 AWG Cu GND or {1} #2/0 AL GND IN EACH OF (2) 4" PVC OR HDPE CONDUIT
5	SITE MASTER CONTROLLER	PROPOSED TESLA CHARGING CABINETS	CAT6, SHIELDED, WEATHPROOF, COMMUNICATIONS CABLE. INSTALL WITH METAL CONNECTOR AT SITE MASTER END IN 1" PVC OR HDPE CONDUIT.
6	PROPOSED TESLA V3 CHARGING CABINET	PROPOSED TESLA CHARGING POST	{4} 350MCM AI (XHHW-2, 1000V) {1} #1 AWG Cu GND or {1} #2/0 AL GND {1} 600V COMM CABLE IN 4" PVC OR HDPE CONDUIT PROVIDE DURALINE 90 DEGREE PVC TRANSITIONS
7	CENTER CHARGING CABINET (SHARED DC BUS CABINET)	DC BUS OF EACH CHARGING CABINET	{2} 600MCM AI (XHHW-2) ALT OR {2} 350MCM AI (XHHW-2) V3 {1} #1/0 AWG Cu GND, {1} #3/0 AWG AI DC MID IN EACH OF (2) 3" PVC OR HDPE CONDUIT OR PRECAST CONCRETE WIREWAY
8	PROPOSED SERVICE EQUIPMENT; DISTRIBUTION PANEL	PROPOSED INTERNAL EQUIPMENT HEATER	FACTORY INSTALLED CABLING (BY MANUFACTURER)

- GENERAL SHEET NOTES
1. NEUTRAL MUST BE INCLUDED FOR PROPER OPERATION OF TESLA SUPERCHARGERS.

2. PROPOSED UTILITY PTs & CTs SHALL BE IN TRANSFORMER . PROPOSED METER SHALL BE MOUNTED ON TRANSFORMER. COORDINATE EXACT WIRING WITH UTILITY.

3. SEE SHEET E-2 FOR PANEL SCHEDULES.

4. ALL CONDUIT FURNISHED AND INSTALLED BY CONTRACTOR. ALL WIRING FURNISHED BY TESLA AND INSTALLED BY CONTRACTOR.

5. ALL CONDUITS ACCESSIBLE TO THE GENERAL PUBLIC OR WHICH CONDUITS CAN BE DAMAGED SHALL BE RIGID GALVANIZED STEEL.

6. ALL BUSHINGS AND INTERNAL WIRING OF PROPOSED SERVICE EQUIPMENT PROVIDED BY MANUFACTURER. ANY MODIFICATIONS SHALL REQUIRE ENGINEERING APPROVAL PRIOR TO ANY CHANGES BEING MADE.

7. CONTRACTOR SHALL PERFORM ARC FLASH CALCULATIONS AS REQUIRED IN THE FOLLOWING: NFPA 70; NFPA 70E; OSHA 29; AND IEEE STANDARDS 1584. CONTRACTOR SHALL OBTAIN ALL NECESSARY INFORMATION FROM POWER COMPANY TO CALCULATE FLASH PROTECTION BOUNDARIES, INCIDENT ENERGY LEVELS, AND SHALL DETERMINE MINIMUM PPE REQUIREMENTS FOR COMPLETING THE WARNING LABELS. PROVIDE WARNING LABELS CONTAINING ALL THE LATEST INFORMATION AS REQUIRED BY LOCAL JURISDICTION, STATE AND FEDERAL CODES AND LAWS.

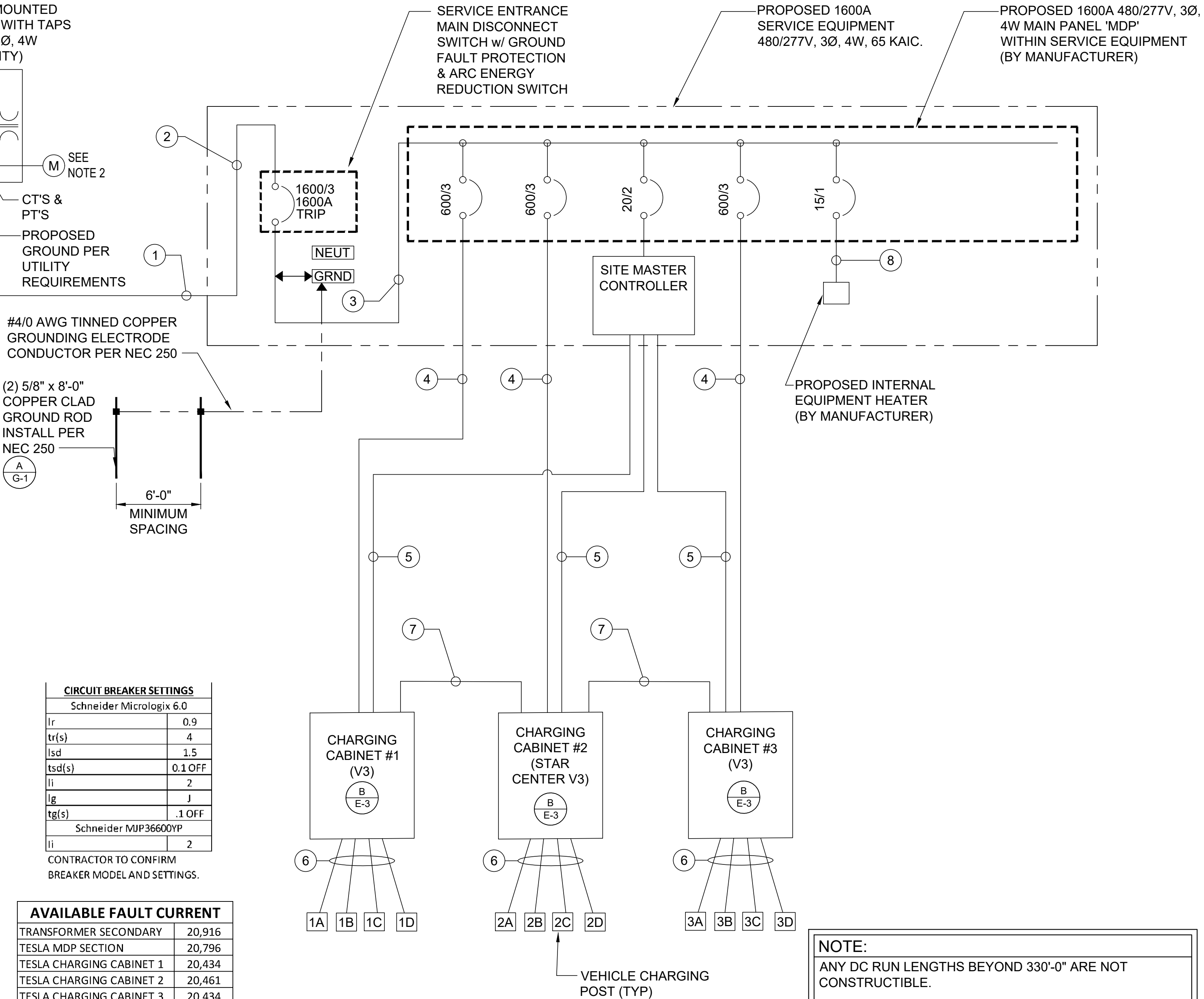
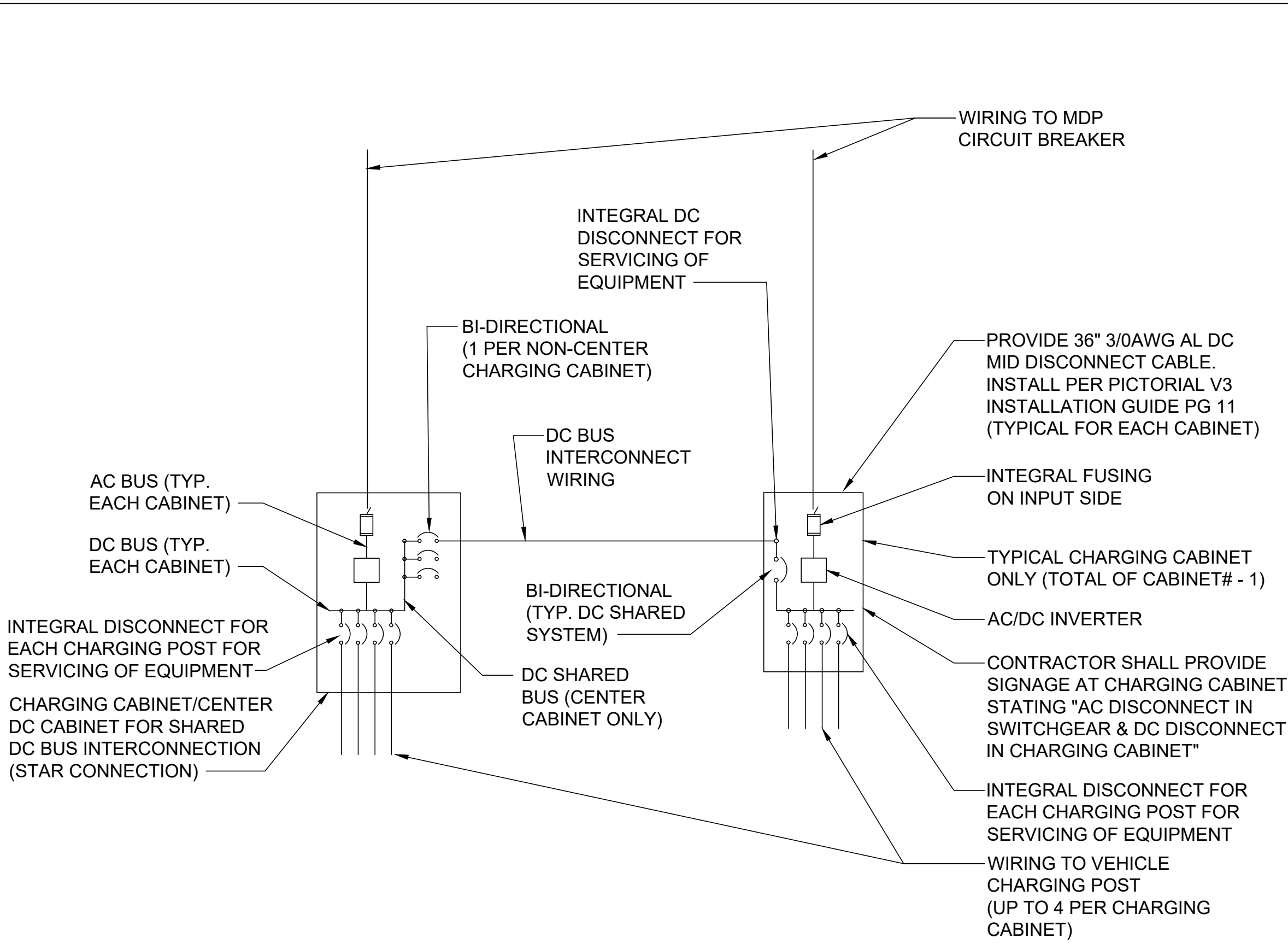
8. VERIFY AVAILABLE FAULT CURRENT AT THE SECONDARY OF THE UTILITY TRANSFORMER WITH THE POWER COMPANY. CONDUCT A FAULT CURRENT ANALYSIS TO DETERMINE THE INTERRUPTING CAPACITY (AIC RATING) OF THE ELECTRICAL EQUIPMENT. AIC RATING OF EQUIPMENT SHALL BE BASED UPON CONTRACTOR'S FAULT CURRENT ANALYSIS.

9. ALL ALUMINUM (AI) CONDUCTORS TO RECEIVE ANTI-OXIDATIVE COATING DURING INSTALLATION. ALL OTHER CONDUCTORS ARE COPPER UNLESS NOTED OTHERWISE.

10. THE CHARGING CABINETS AND THE CHARGING POSTS USED ON THIS PROJECT COMPLY WITH THE FOLLOWING STANDARDS:
 - UL 2202
 - CSA 22.2 NO 107.1-16
 - UL 1998 PENDING

11. THE AFOREMENTIONED STANDARDS IDENTIFY THE REQUIREMENTS MET BY THE EQUIPMENT, INCLUDING BUT NOT LIMITED TO:
 - PROTECTION AGAINST ELECTRIC SHOCK
 - OVERLOAD AND SHORT CIRCUIT PROTECTION
 - FAULT PROTECTION
 - DEGREES OF PROTECTION AGAINST ACCESS TO HAZARDOUS LIVE PARTS
 - THE INTERNAL COMPONENTS OF THE SYSTEM ARE PROPRIETARY. ANY QUESTIONS CONCERNING ACTUAL INTERNAL PROTECTIVE DEVICES MUST BE COORDINATED DIRECTLY WITH TESLA.

12. CONTRACTOR SHALL VERIFY AC AND DC WIRING REQUIREMENTS WITH VENDOR'S SCHEMATIC WIRING DRAWINGS.



TESLA

3500 DEER CREEK RD
PALO ALTO, CA 94304
(650) 681-5000

LAB

49030 Pontiac Trail, Ste 400
Wixom, Michigan 48393
PHONE: 248-705-9212

DRAWN BY:	JSR
CHECKED BY:	RCH

REV	DATE	DESCRIPTION
F	06/20/2023	CD 100's
E	06/09/2023	CD 100's
D	03/03/2023	IFP CD 100's
C	02/09/2023	CD90
B	01/30/2023	CD90
A	01/18/2023	CD90

STATE OF MICHIGAN
ROBIN HYMAN
ENGINEER
NO. 55057

SITE NAME: CALEDONIA, MI
1801 MARKETPLACE DRIVE
CALEDONIA, MI 49316

SHEET TITLE
**SYSTEM ONE-LINE & V3
SUPERCHARGER
INTERCONNECTION DIAGRAM**

SHEET NUMBER
E-3

<u>SYSTEM PLACARDS</u> TESLA SUPERCHARGER 1801 MARKETPLACE DR 1-877-798-3752
ATTACH ON FRONT OF SWITCHBOARD TESLA EV SYSTEM DISCONNECT ATTACH ON SWITCHBOARD MAIN DISCONNECT PLACARD NOTES: PLACARD TO BE MADE OF RED PHENOLIC PLASTIC W/ 1" WHITE LETTERING, ATTACH PLACARDS WITH RIVETS OR SELF TAPPING SCREWS ADDITIONAL PLACARDS REQUIRED FOR ARC FLASH LEVELS

**MAXIMUM AVAILABLE
FAULT CURRENT
20,796**

**1801 MARKETPLACE DR,
CALEDONIA, MI 49316**



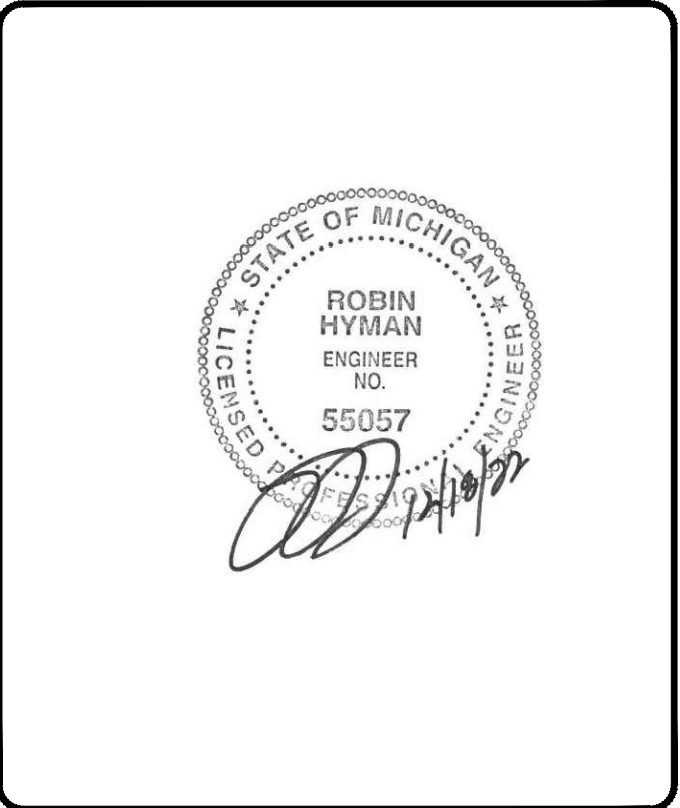
3500 DEER CREEK RD
PALO ALTO, CA 94304
(650) 681-5000



49030 Pontiac Trail, Ste 400
Wixom, Michigan 48393
PHONE: 248-705-9212

DRAWN BY:	JSR
CHECKED BY:	RCH

F	06/20/2023	CD 100's
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D	03/03/2023	IFP CD 100's
C	02/09/2023	CD90
B	01/30/2023	CD90
A	01/18/2023	CD90
REV	DATE	DESCRIPTION



SITE NAME: CALEDONIA, MI
1801 MARKETPLACE DRIVE
CALEDONIA, MI 49316

SHEET TITLE

PLACARDS AND LABELS

SHEET TITLE

PLACARDS AND LABELS

SHEET NUMBER
E-4

SHEET NUMBER
E-4

	NOT USED
--	----------

A

SYSTEM PLACARDS	
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93	94
95	96
97	98
99	100

NO SCALE

B

CABINET
1

CABINET
2

CABINET
3

STAR
CENTER

NOT USED

NO SCALE

C

CABINET PLACARDS

NO SCALE

D

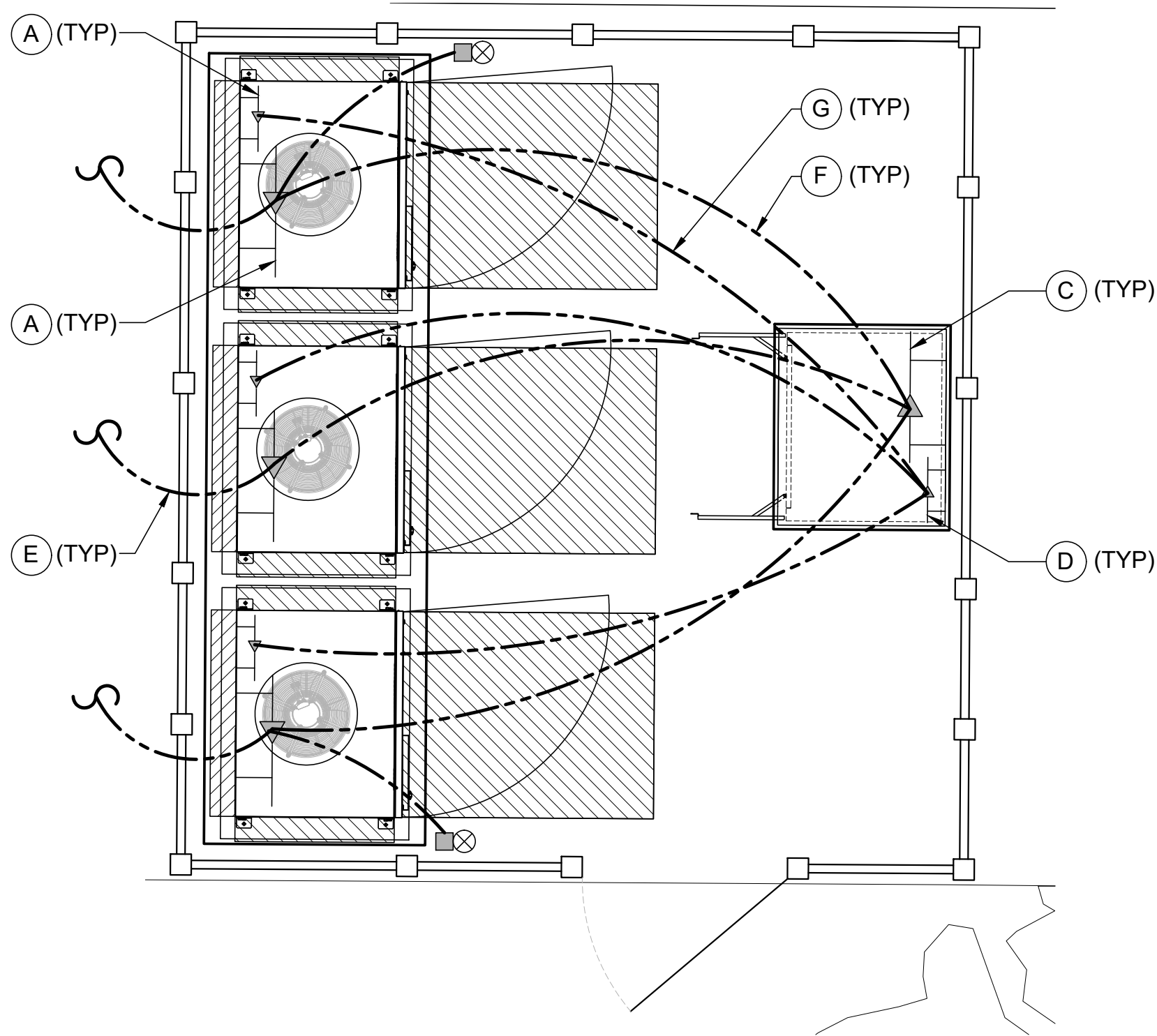
ARC FLASH LABELS	
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NO SCALE

E

GROUNDING LEGEND

- EXOTHERMIC WELD (2) TWO, #6 AWG BARE TINNED SOLID COPPER CONDUCTORS TO GROUND BAR/LUG. ROUTE CONDUCTORS TO BURIED GROUND RING AND PROVIDE PARALLEL EXOTHERMIC WELD.
- ALL GROUND BARS SHALL BE STAMPED IN TO THE METAL "IF STOLEN DO NOT RECYCLE."
- ALL HARDWARE SHALL BE STAINLESS STEEL 3/8" DIAMETER OR LARGER. ALL HARDWARE 18-8 STAINLESS STEEL INCLUDING LOCK WASHERS, COAT ALL SURFACES WITH AN ANTI-OXIDANT COMPOUND BEFORE MATING.
- FOR GROUND BOND TO STEEL ONLY: INSERT A CADMIUM FLAT WASHER BETWEEN LUG AND STEEL. COAT ALL SURFACES WITH AN ANTI-OXIDANT COMPOUND BEFORE MATING.
- DO NOT INSTALL CABLE GROUND KIT AT A BEND AND ALWAYS DIRECT GROUND CONDUCTOR DOWN TO GROUND BUS.
- NUT AND WASHER SHALL BE PLACED ON THE FRONT SIDE OF THE GROUND BAR AND BOLTED ON THE BACK SIDE. INSTALL BLACK HEAT-SHRINKING TUBE, 600 VOLT INSULATION, ON ALL GROUND TERMINATIONS. THE INTENT IS TO WEATHERPROOF THE COMPRESSION CONNECTION.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR INSTALLING ADDITIONAL GROUND BAR AS REQUIRED, PROVIDING 50% SPARE CONNECTION POINTS.
- ENSURE THE WIRE INSULATION TERMINATION IS WITHIN 1/8" OF THE BARREL (NO SHINERS).
- TESLA CHARGERS HAVE INTERNAL HIGH IMPEDANCE GROUND FAULT PROTECTION (10MΩ).
- EMC - ELECTROMAGNETIC COMPATIBILITY.
- ALL GROUNDING HARDWARE SUPPLIED AND INSTALLED BY CONTRACTOR.



GROUNDING LEGEND

- (A) GROUND BUSBAR WITHIN PROPOSED SUPERCHARGER CABINET
- (B) NEUTRAL BUSBER WITHIN PROPOSED SUPERCHARGER CABINET
- (C) GROUND BUSBAR WITHIN PROPOSED MAIN SERVICE EQUIPMENT
- (D) NEUTRAL BUS BER WITHIN PROPOSED MAIN SERVICE EQUIPMENT
- (E) EGC, TYP. "DC#" FROM PROPOSED SUPERCHARGER CABINET TO PROPOSED SUPERCHARGER POST.
- (F) NEUTRAL, TYP. "SPR#" FROM MAIN SERVICE EQUIPMENT TO SUPERCHARGER CABINET
- (G) EGC, TYP. "SPR#" FROM MAIN SERVICE EQUIPMENT TO SUPERCHARGER CABINET

- PROPOSED GROUND CONDUCTOR
- CADWELD CONNECTION (EXOTHERMIC WELD)
- ▲ MECHANICAL CONNECTION
- ⊗ GROUND ROD

1. Aluminum Grounds for the AC input and DC Post runs (DC Buss must remain copper)

9.3 AC Input

- (2) 4" conduit
- (4) 500 MCM Al (1 per phase/neutral)
- (1) 1 AWG Cu EGC or 2/0 Al EGC*

*Previously only copper was specified. Modified per NEC 250.64 (A) (2).

9.5 DC Post

NOTE: The DC Post conductors are certified as equipment wiring in the V3 Supercharger system certification. Tesla takes responsibility for the specification of these conductors specifically.

NOTE: Use 1000V rated conductors.

- (1) 4" conduit
- (4) 350 MCM Aluminum (two +, two -)
- (1) #1 AWG Cu EGC or 2/0 Al EGC*
- (1) Tesla Signal Cable

*Previously only copper was specified. Modified per NEC 250.64 (A) (2).

TRENCHING NOTES

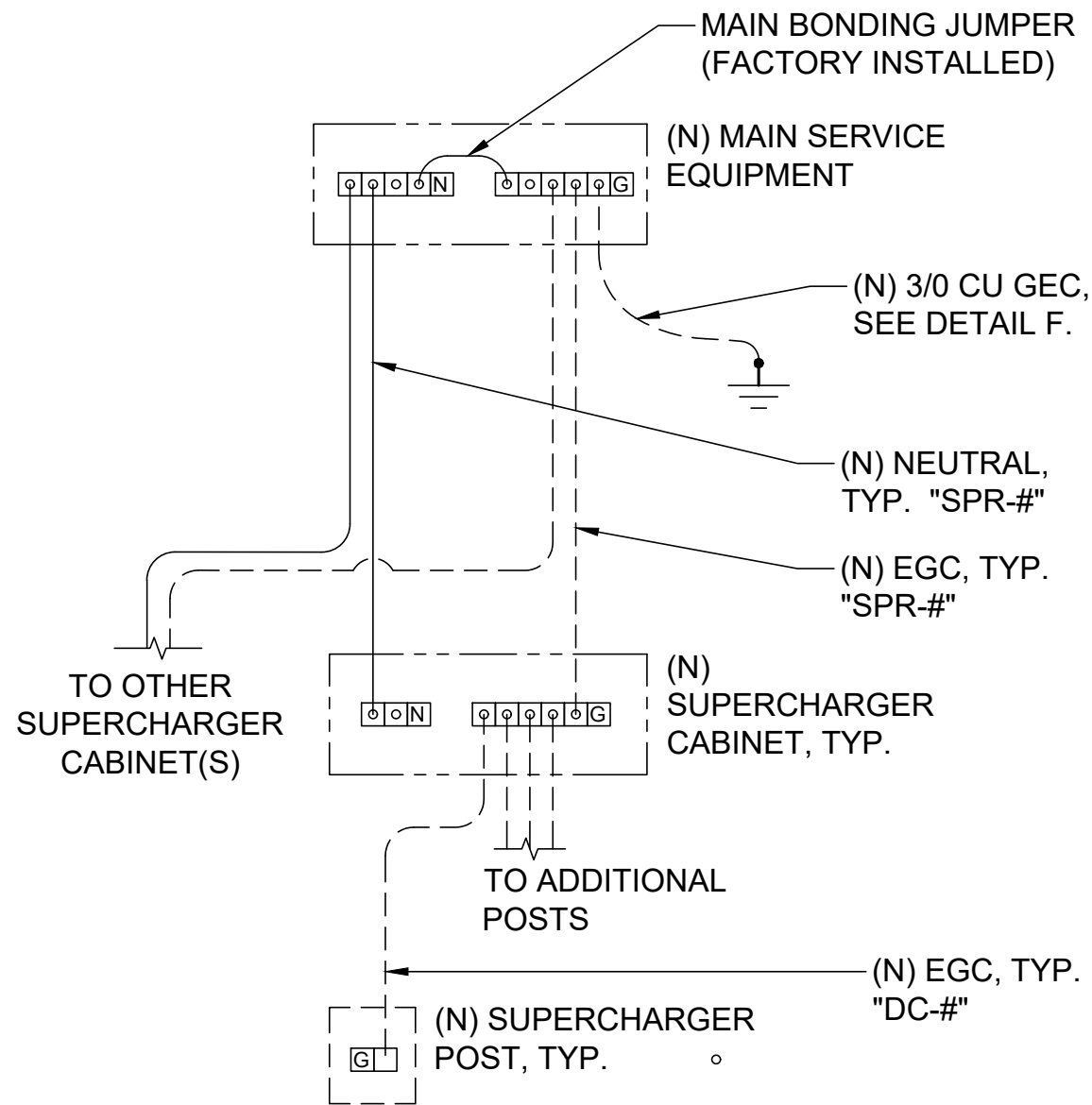
- THE TRENCH DESIGNS ARE THE RESULT OF A THERMAL ANALYSIS OF THE CONDUCTORS UNDER LOAD. FOR PROPER PROTECTION THEY MUST BE FOLLOWED.
- APPROVED BACKFILL IS REQUIRED TO MEET THE DESIGNED RHO VALUES. USE THE SPECIFIED BACKFILL LISTED BELOW OR TEST NATIVE SOIL CONDITIONS TO CONFIRM MAX DEFINED RHO VALUES
- RHO 90 BACKFILL** - LOW STRENGTH FLUIDIZED THERMAL (SLURRY) BACKFILL WITH MIN 28 DAY COMPRESSIVE STRENGTH OF 150 PSI MUST BE USED TO ACHIEVE MAX RHO 90.
- FOR TRENCHES WITH MIXED CIRCUIT TYPES, APPLY THE CONDUIT SPACING FOR THE CIRCUIT TYPE WITH THE LARGER SPACING REQUIREMENT.
- CONDUIT TO BE INSTALLED TO A MAX COVER OF 24". COVER MAY BE REDUCED PER THE NEC TABLE 300.5.

GROUNDING NOTES

- REFER TO ONE-LINE DIAGRAM FOR SPECIFIC CIRCUIT IDENTIFIERS BETWEEN EQUIPMENT.
- REFER TO AC & DC CIRCUIT SCHEDULES FOR NEUTRAL/GROUND SIZING PER CIRCUIT.

SYMBOLS LEGEND

- ⊞ NEUTRAL BUSBAR
- ⊞ GROUND BUSBAR
- ⊞ PRIMARY OR SECONDARY COMMON TERMINAL, AS APPLICABLE
- ⊞ TERMINAL ON NEUTRAL OR GROUND BUSBAR
- IRREVERSIBLE SPLICE OR CRIMP PER NEC 250.64(C)
- ⊞ NEC 250.52(A)-COMPLIANT GROUNDING ELECTRODE



GROUNDING PLAN

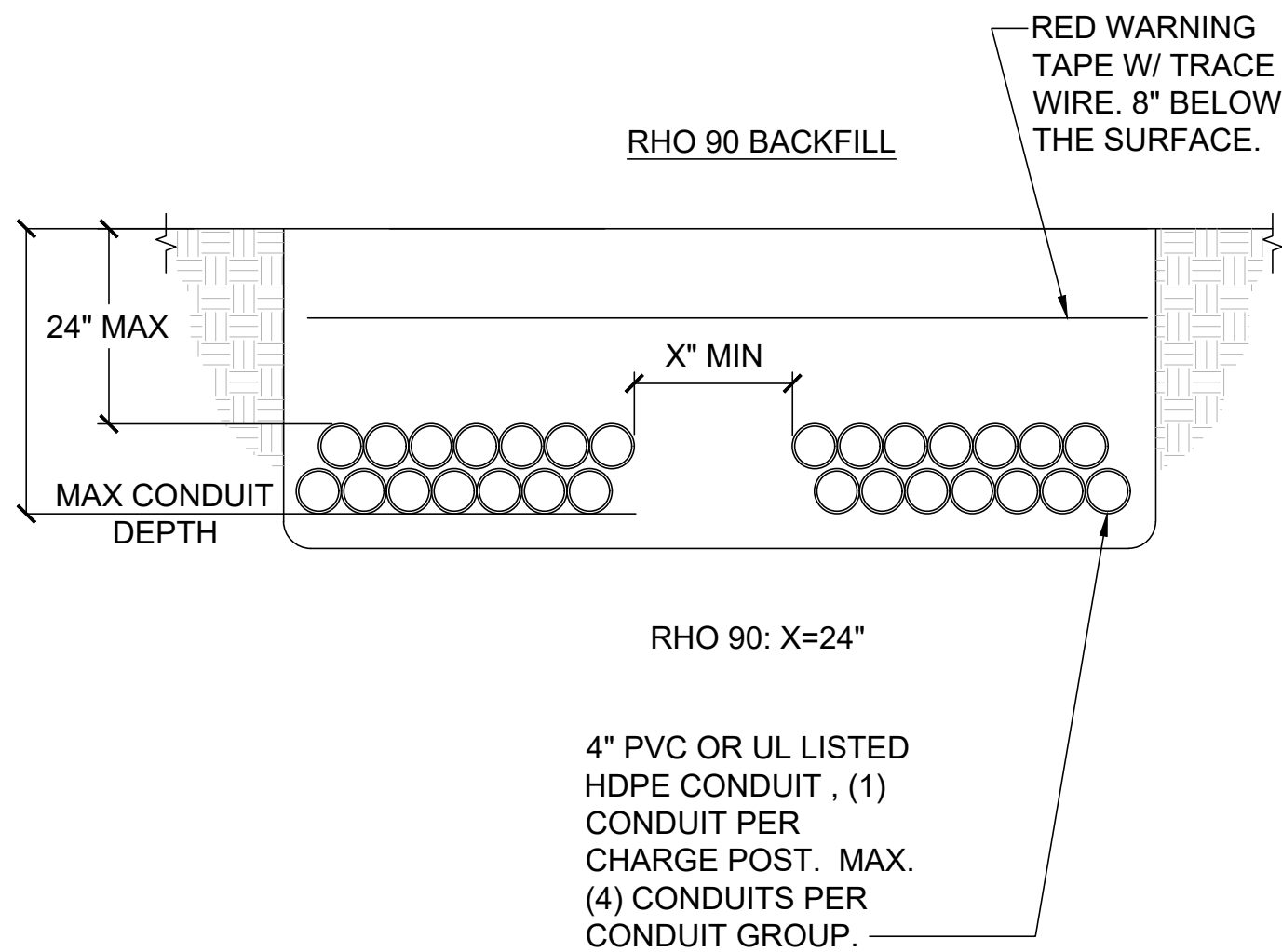
NO SCALE

A

CONCRETE ENCASED ELECTRODE DETAIL

NO SCALE

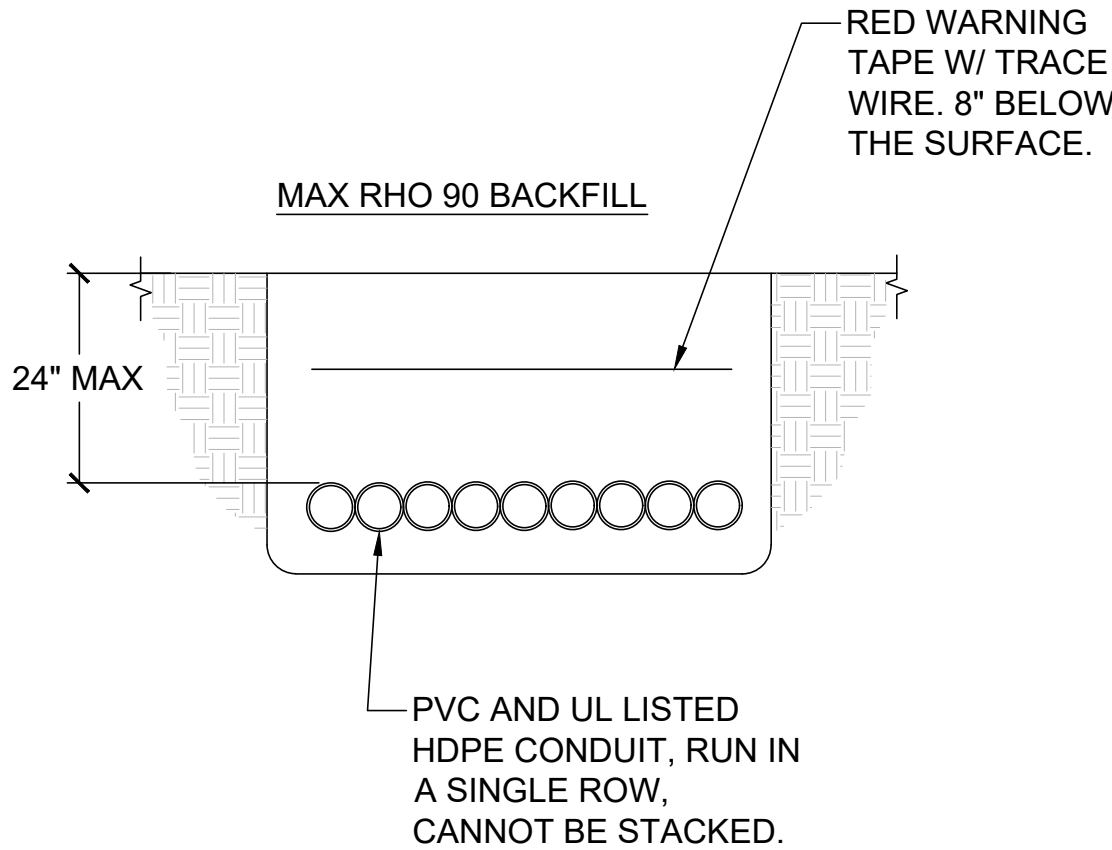
B



DC TRENCH - RHO 90

NO SCALE

C



"DC-BUS" CIRCUITS TRENCH - MAX RHO 90

NO SCALE

D

GEC OR COMBINED GEC/EGC FROM GROUND BAR IN EQUIPMENT

ATTACH GEC OR COMBINED GEC/EGC TO 20' OF CONTINUOUS OR SPLICED REBAR USING LISTED REBAR GROUNDING CONNECTOR

CONCRETE EQUIPMENT PAD

REBAR CAGE CONNECTED BY REBAR TIES

CONCRETE PAD GROUNDING DETAIL - RHO 90

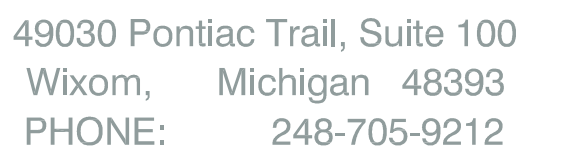
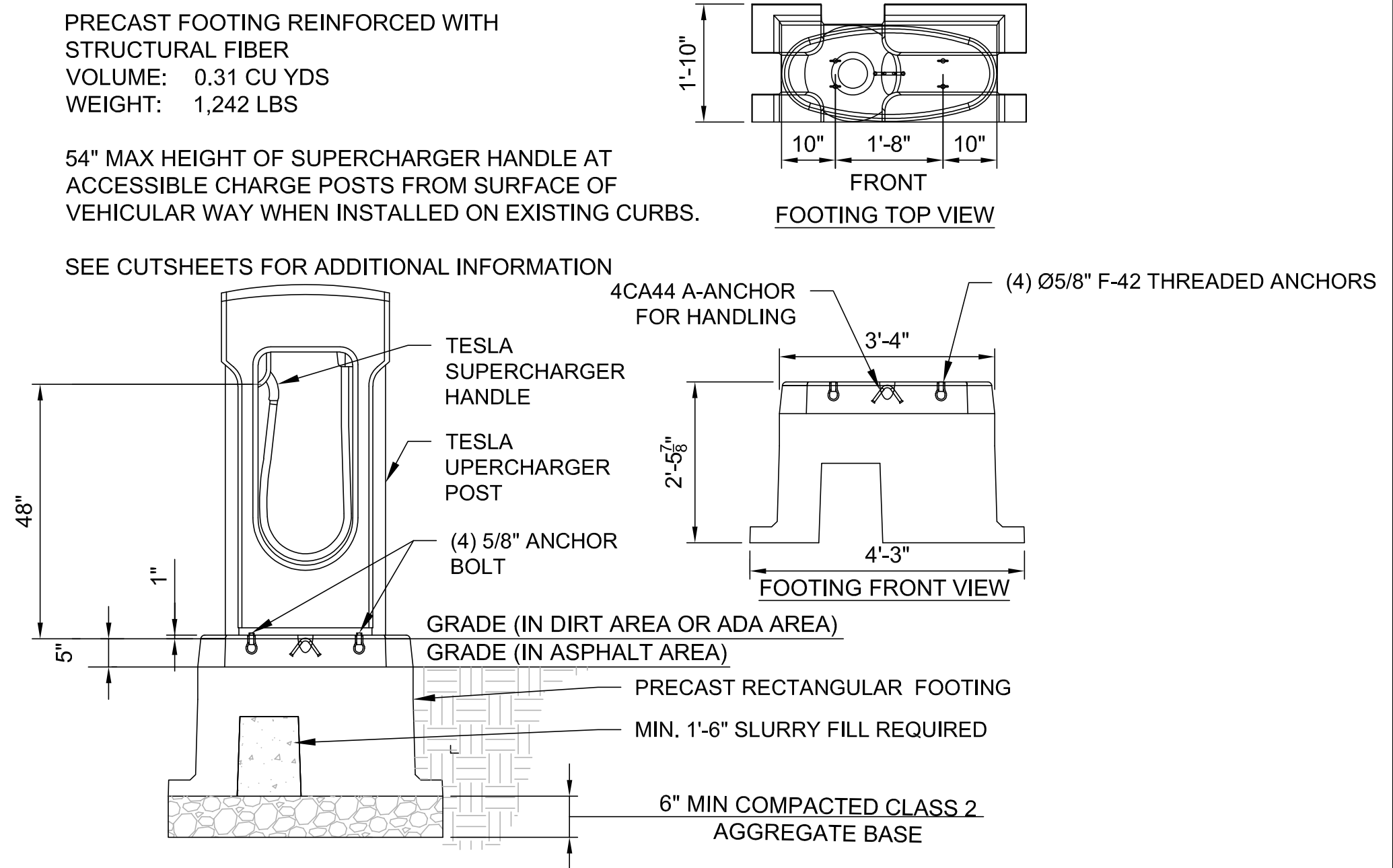
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E

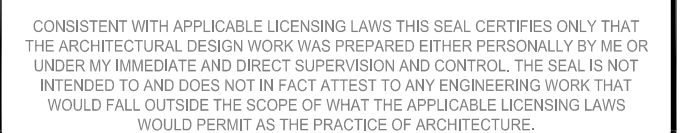
SITE NAME: CALEDONIA, MI
1801 MARKETPLACE DRIVE
CALEDONIA, MI 49316

SHEET TITLE
GROUNDING DETAILS

SHEET NUMBER
G-1



F	06/20/2023	CD 100's
E	06/09/2023	CD 100's
D	03/03/2023	IFP CD 100's
C	02/09/2023	CD90
B	01/30/2023	CD90
A	01/18/2023	CD90
REV	DATE	DESCRIPTION



SHEET TITLE

SHEET NUMBER

D-1

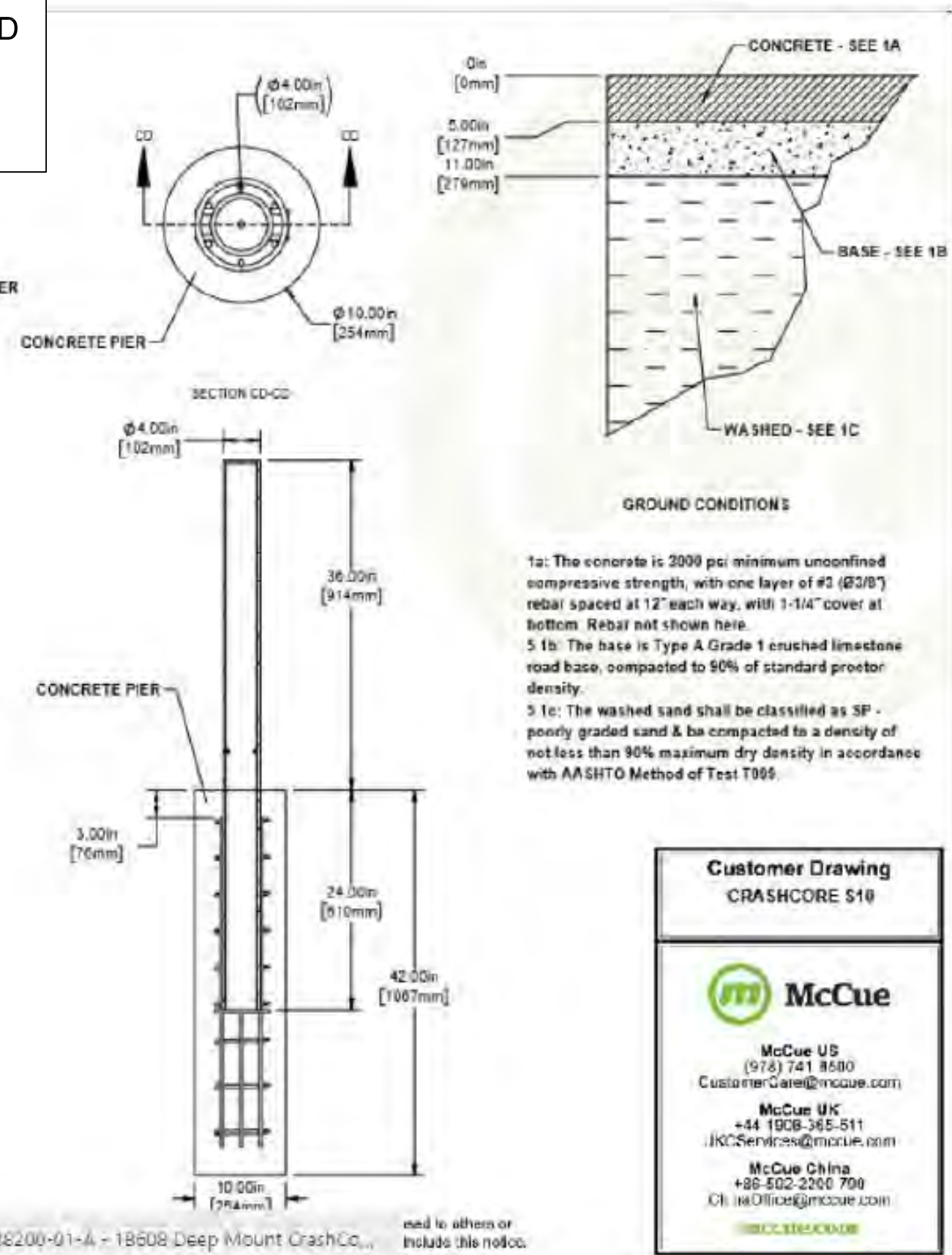
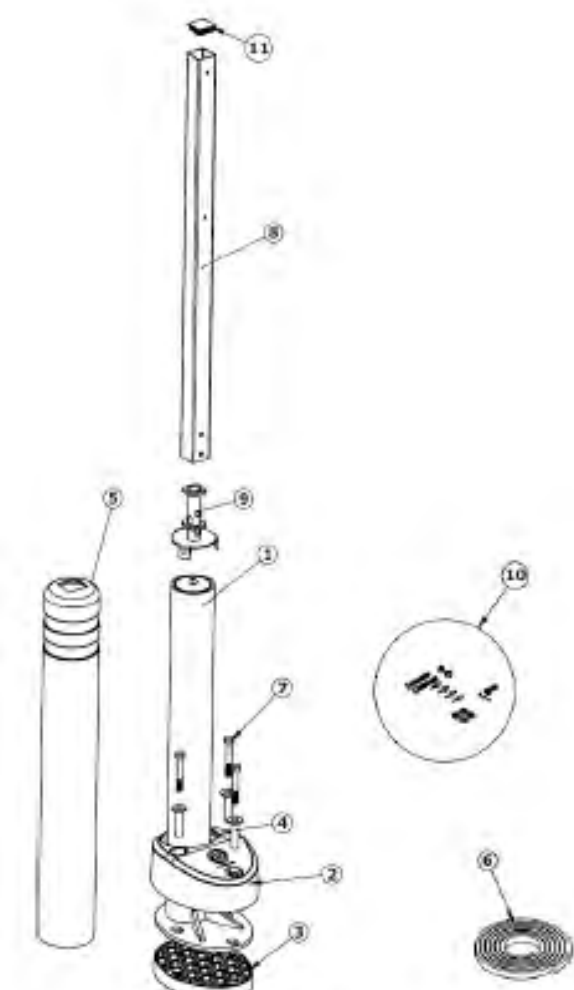


Diagram illustrating the specifications for a wheelchair accessible sign:

- 1/2" RADIUS SIGN CORNER
- WHITE SYMBOL
- WHITE TEXT
- SIGN TO HAVE REFLECTIVE FINISH
- SOLID FEDERAL BLUE #15090 IN FED STANDARD 595C BACKGROUND PAINT
- DESIGNED FOR DISABLED ACCESS - USE LAST
- WHITE TEXT
- Dimensions: 12" (width), 18" (height), 60" MIN A.F.F. (height from floor)



ITEM#	PART#	TITLE	QTY#
1	10011	Offset Rebound Core	1
2	10012	Offset Rebound Top Damper	1
3	10013	Offset Rebound Bottom Damper	1
4	10014	Offset Rebound Top Spring	3
5	95029	4" x 36.375" Plastic Post Cover w/ Reflective Tape, Square Sign	1
6	90009	3/4" Thick Post Cover Foam Tape, 9' Long	1
7	99046	10-8 SS Hex Head, .5in-13 x 3.5in Screw	1
8	90500	2" Square Sign Post	1
9	90501	Square Sign Post-Bottom	1
10	90503	Square Sign Post w/ Ratchet Hardware Kit	1
11	90503	2" Square Sign Post Plus, Clamps PSOR-2-14-20	1

ITEM#	PART#	TITLE	QTY#
1	10011	Offset Rebound Core	1
2	10012	Offset Rebound Top Damper	1
3	10013	Offset Rebound Bottom Damper	1
4	10014	Offset Rebound Top Spring	3
5	95029	4" x 36.375" Plastic Post Cover w/ Reflective Tape, Square Sign	1
6	90009	3/4" Thick Post Cover Foam Tape, 9' Long	1
7	99046	10-8 SS Hex Head, .5in-13 x 3.5in Screw	1
8	90500	2" Square Sign Post	1
9	90501	Square Sign Post-Bottom	1
10	90503	Square Sign Post w/ Ratchet Hardware Kit	1
11	90503	2" Square Sign Post Plus, Clamps PSOR-2-14-20	1

NO SCALE

C

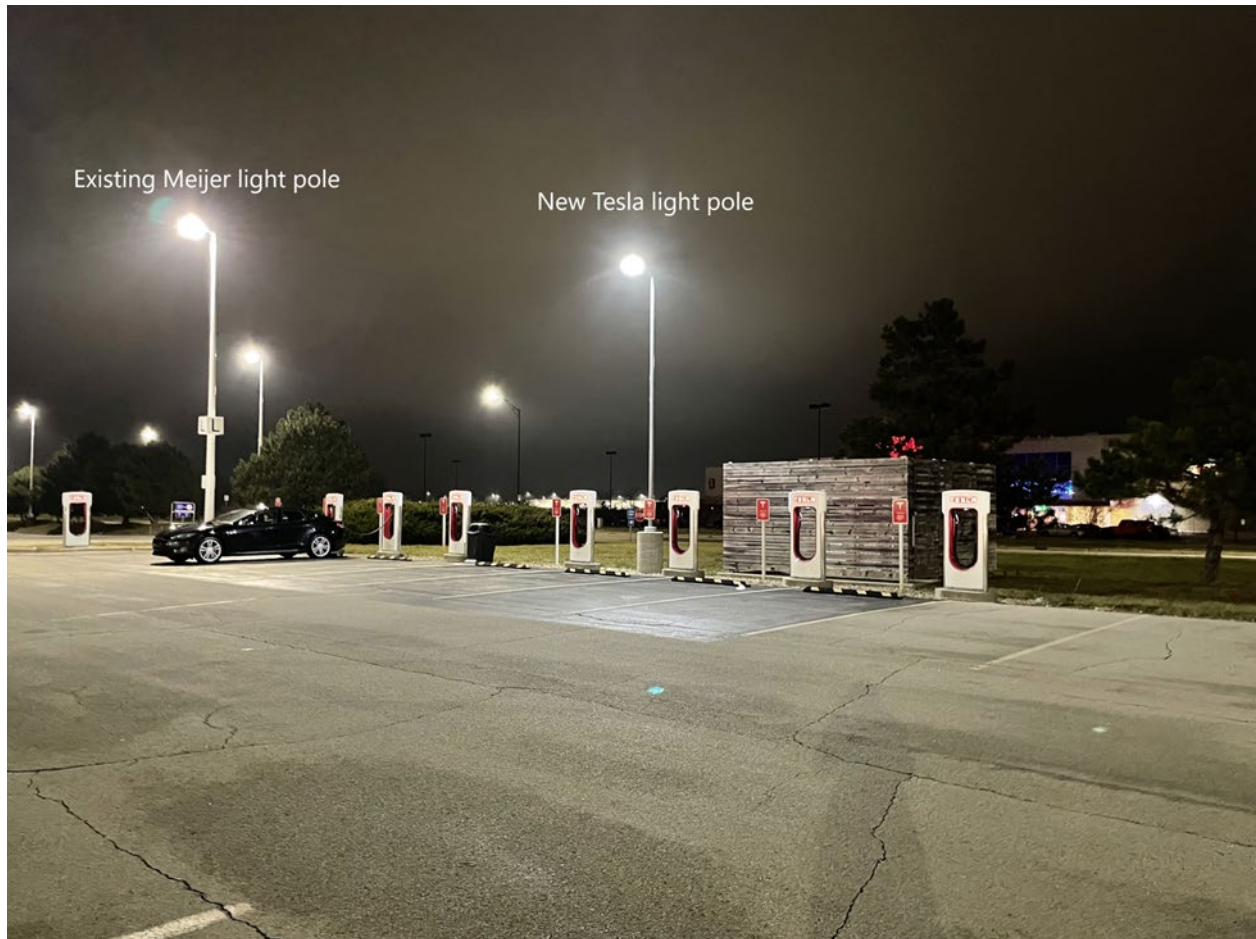
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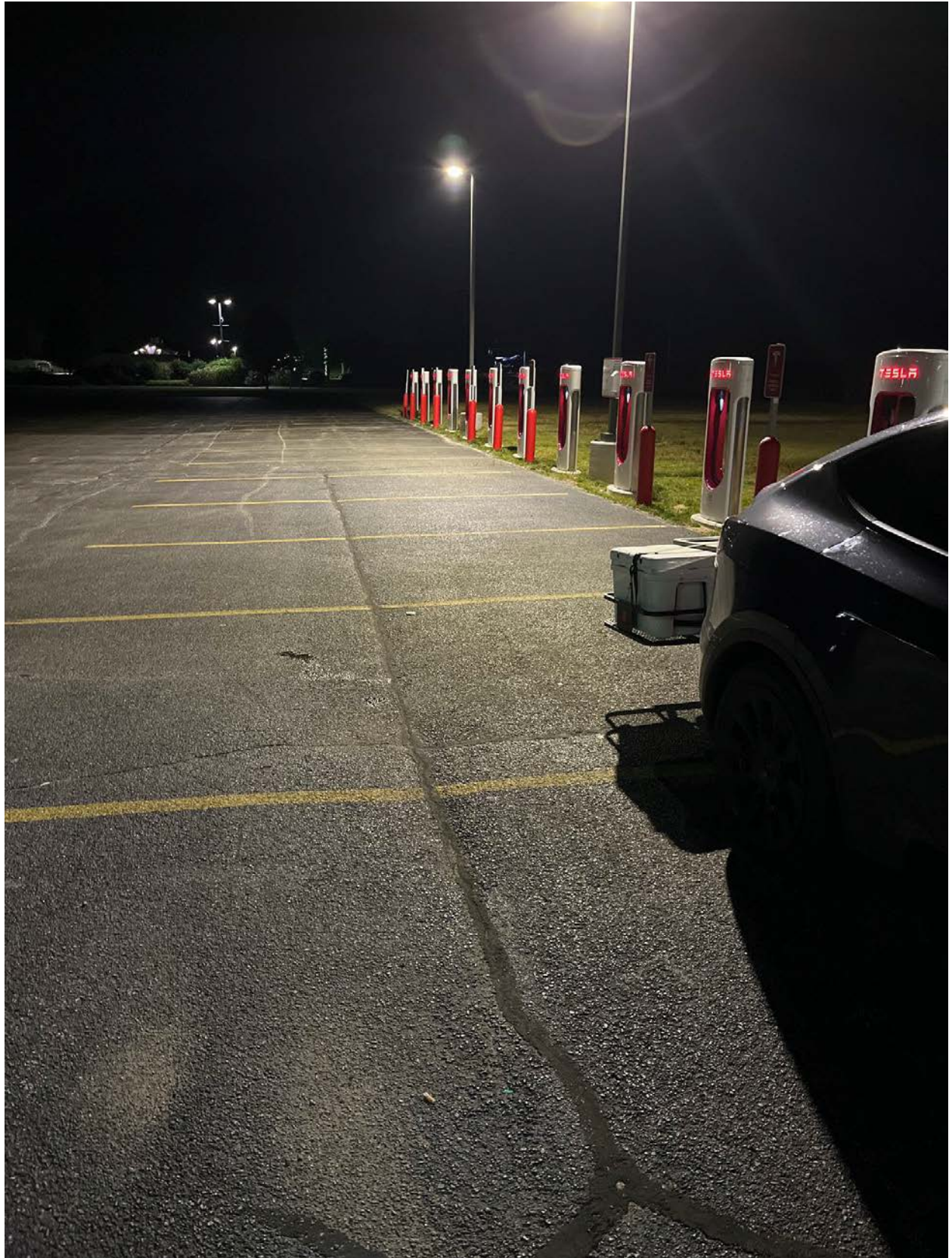
D

NO SCALE

E

Examples of light generated at similar charging stations (Indiana & Illinois)





**CHARTER TOWNSHIP OF GAINES
COUNTY OF KENT, MICHIGAN**

ORDINANCE NO. 2023-_____

The following Ordinance was offered and adopted by the Gaines Charter Township Board of Trustees at a regular meeting held on _____, 2023, at the Gaines Charter Township Offices, 8555 Kalamazoo Avenue, Caledonia, Michigan.

Members Present:

Member Absent:

The following ordinance was offered for adoption by Member _____ and supported by Member _____ to document the findings and approval of the Gaines Charter Township Board of Trustees regarding a request made by Aaron Adelman of SMJ International, on behalf of Tesla, to approve a major PUD amendment to the Gaines Marketplace Planned Unit development (PUD) (formerly Crown Center PUD) to allow for the installation of twelve (12) Tesla vehicle supercharger stalls.

**AN ORDINANCE TO APPROVE A MAJOR PUD AMENDMENT FOR 1801
MARKETPLACE DRIVE FOR THE INSTALLATION OF TWELVE (12) TESLA
VEHICLE SUPERCHARGER STALLS.**

THE CHARTER TOWNSHIP OF GAINES (the "Township") ORDAINS:

Section 1. Major PUD Amendment. The Gaines Charter Township Board of Trustees approves the major PUD amendment for modifications to the Gaines Marketplace Planned Unit Development (PUD) (formerly Crown Center PUD) to allow for the installation of twelve (12) Tesla vehicle supercharger stalls south of Meijer in the parking lot adjacent to Marketplace Drive.

Section 2. Findings. For the relevant findings of fact, details, and conditions of approval, please see Resolution No. 23-07-27- PC.

Section 3. Effective Date. This Ordinance shall become effective seven (7) days after a summary is published in a newspaper of general circulation within the Township.

Township Board Ordinance No. 23-_____
Gaines Marketplace Major PUD Amendment – Tesla Superchargers
_____, 2023

The vote in favor of this Ordinance was as follows:

YEAS: _____

NAYS: _____
ABSENT/ABSTAIN: _____

ORDINANCE DECLARED ADOPTED

CERTIFICATION

I hereby certify that the above is a true copy of an Ordinance adopted by the Township Board for Gaines Charter Township at the time, date, and place specified above pursuant to the required statutory procedures.

Respectfully submitted,

By _____

Michael Brew

Gaines Charter Township Clerk

**CHARTER TOWNSHIP OF GAINES
COUNTY OF KENT, MICHIGAN**

RESOLUTION NO. 2023-_____

The following Resolution was offered and adopted by the Gaines Charter Township Board of Trustees at a regular meeting held on _____, 2023, at the Gaines Charter Township Offices, 8555 Kalamazoo Avenue, Caledonia, Michigan.

Members Present:

Member Absent:

The following Resolution was offered for adoption by Member _____ and supported by Member _____ to document the findings and decision by the Gaines Charter Township Board of Trustees regarding a request made by Aaron Adelman of SMJ International, on behalf of Tesla, to approve a major PUD amendment to the Gaines Marketplace Planned Unit Development (PUD) (formerly Crown Center PUD) to allow for the installation of twelve (12) Tesla vehicle supercharger stalls.

**RECOMMENDATION REGARDING A MAJOR PUD AMENDMENT TO THE
GAINES MARKETPLACE PLANNED UNIT DEVELOPMENT (PUD)
LOCATED AT 1801 MARKETPLACE DRIVE TO ALLOW FOR THE
INSTALLATION OF TWELVE (12) TESLA VEHICLE SUPERCHARGER
STALLS.**

Section I General Background:

1. The Planning Commission is authorized to review major PUD amendments and provides recommendations to the Township Board of Trustees.
2. The applicant requests approval of a major PUD amendment to the Gaines Marketplace PUD (formerly Crown Center PUD), to allow for the installation of twelve (12) Tesla vehicle supercharger stalls, including one (1) ADA-accessible charging stall, lighting, landscaping, and the removal of four (4) parking spaces in the Meijer parking lot.
3. The property subject to the major PUD amendment is located at 1801 Marketplace Drive (parcel number 41-22-04-301-015).
4. The Planning Commission held a public hearing on the major PUD amendment request on July 27th, 2023.

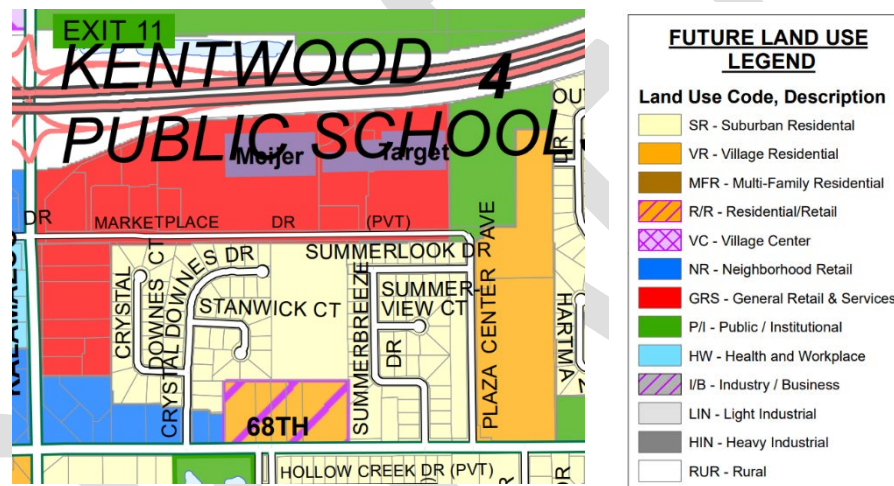
Township Board Resolution No. 23-_____
Gaines Marketplace PUD Major Amendment – Tesla Superchargers
_____, 2023

Section II PUD Standards of Review- Findings:

The preliminary PUD request has been reviewed using the applicable review standards of Section 11.1, Planned Unit Development - General Review Standards. Additional information is included over the following pages concerning review considerations and standards.

- A. *Consistency with Master Plan and Zoning Ordinance: The Planned Unit Development must further the goals and objectives of the Township Master Plan and must be consistent with it. It must also be consistent with the intent and purpose of this Zoning Ordinance.*

Meets Standard. The Gaines Marketplace PUD is intended for general commercial uses. The 2023 Future Land Use Plan has this parcel designated for General Retail and Services (see below).



Chapter 5 “Mobility” of the 2023 Master Plan recognizes the need for electric vehicle infrastructure in the township:

Gaines is generally well served with gas stations along the north and west edges of the township, but it currently lacks charging stations for electric vehicles.

There are several principles and actions listed at the end of Chapter 5 in the 2023 Master Plan. Action number five (5) states:

Promote installation of electric vehicle charging stations in commercial areas for patrons to utilize local businesses while waiting.

The proposed location is in a commercial area intended and planned for commercial use; it is possible patrons will walk to surrounding businesses due to the proposed location of the charging stations. Meijer is located approximately 300 feet away, and during good weather this is an easy walk.

If the Township Board finds the Standards as outlined in Sections 11.1 and 25.3 are met, then consistency with the zoning ordinance will be achieved.

- B. *Aesthetics: The Planned Unit Development must be aesthetically pleasing and be an integrated development with respect to building facades, building materials, landscape and berming, noise and visual screening mechanisms, and signs. It should contribute to creating a distinctive attractive community with a strong sense of place.*

Meets standard. Staff believes that the applicant has proposed adequate screening mechanisms while allowing reasonable use of the property and visibility to supercharger patrons.

The charging station is aesthetically utilitarian in nature. The switchgear will be screened by Trex fencing and crash bollards. The transformer will be unenclosed but protected by crash bollards and screened by evergreen shrubs. In total, 18 evergreen shrubs five (5) feet in height will be planted to screen the view of the charging stations from Marketplace Drive and the adjacent single-family neighborhood to the south. The existing trees will also remain on the site. Signage will be minimal with one ADA non-illuminated parking sign on the western portion of the site. A series of system placards will also be installed, which are essential for maintenance and safety.

- C. *Compatibility with Adjacent Uses: The Planned Unit Development must be compatible with surrounding uses. Efforts must be made to reduce any adverse effects on surrounding uses.*

Meets standard, condition recommended. Staff believes the proposed use is compatible with surrounding uses and that measures have been taken to reduce any adverse effects on surrounding uses, with conditions recommended. Landscaping will be provided and maintained on-site, and the photometric plan shows a 0.0-footcandle measurement at the southern property line.

The items that need consideration are the two (2) proposed light poles. Although the light poles will not exceed 20 feet in height, the proposed mounting height is 22 feet. Staff is recommending a condition of approval that the mounting height of the light fixtures does not exceed 20 feet in total height.

- D. *Density: The density requirements of the proposed Planned Unit Development shall be based on the underlying land use district in the Master Plan. The Township Board, upon recommendation of the Planning Commission, may vary the density requirements if doing so would result in a development that better achieves the intent of the Master Plan.*

Not applicable.

- E. *Traffic: The Planned Unit Development shall be designed to minimize the effect of traffic generated by the proposed development on surrounding uses. Consideration should be given to: 1. The amount and type of traffic generated by the proposed project and capacity of existing and proposed streets to safely absorb that additional traffic. Whether the streets and pedestrian walkways within each project are designed to facilitate safe pedestrian and vehicular traffic flow patterns. 3. All points of ingress and egress to the project shall be located and designed to maximize safety.*

Meets standard. There may be a slight increase in traffic as the proposal is for electric vehicle charging stations. However, with only 12 charging stations being proposed, the traffic generated by the use is not anticipated to be significant. Per the applicant, the Tesla Supercharger charges up to 200 miles in 15 minutes. There is enough parking surrounding the charging area for those that may be waiting to use the facilities. Therefore, traffic congestion and traffic hazards are not anticipated to occur.

- F. *Protection of Natural Environment: Each project shall be designed to minimize adverse effects on the environment. Special emphasis shall be placed on maintaining the quality of air, soils, ground water, streams, wetlands, and rivers.*

Meets standard. The installation of 12 Tesla supercharging stations is not anticipated to have adverse effects on the environment. Support infrastructure for electric vehicles further enables their use, which is generally considered to be beneficial for the environment.

- G. *Schools: Whether a project can be served by existing schools and school related facilities and the impact upon schools if the property is developed in accordance with the Planned Unit Development plans or in accordance with the conventional zoning district requirements shall both be considered. In addition, streets and pedestrian walkways shall be designed and located in any project to facilitate the ability of students to make the best and safest use of existing schools and school related facilities.*

Not applicable.

- H. *Public Facilities: The Planning Commission shall consider the impact a project will have on: 1. Public safety and protection services. 2. Water and sewer facilities. 3. The costs for such*

services. Each project shall be designed and located so as to facilitate use of, access to, or the logical expansion or extension of existing facilities in order to minimize any adverse financial or other impact upon the Township and to promote public health and safety.

Meets standard. Public facilities are not anticipated to be impacted. Water and sewer facilities are not required for the use of the charging stations. Public safety and protection services are not anticipated to be impacted. Consumer's Energy will serve the charging stations and will be paid for by the users.

- I. *Water, Sewer, and Drainage Systems: A Planned Unit Development shall be served by a public or private water and sanitary sewer systems. The Kent County Health Department and/or the Township Engineer must approve the systems. A PUD shall also have a drainage system for surface water run-off which the Kent County Drain Commission and / or the Township Engineer must approve.*

Meets standard. The proposed EV charging station is not anticipated to have any impact on water, sewer, and drainage systems. The Township Engineer has reviewed the site plan and did not have any engineering comments to make since no public utilities are in the influence of the project and no changes to stormwater will be made with this proposal.

- J. *Open Space: The Planning Commission and Township Board should consider whether the PUD permanently preserves significant amounts of open space or significant natural features. The Township Board may require, upon recommendation of the Planning Commission, that natural amenities such as, but not limited to, ravines, rock outcrops, wooded areas, tree or shrub specimens, unique wildlife habitat, ponds, streams, and wetlands be preserved as part of the open space system.*

Not applicable.

- K. *Non-Motorized Transportation Network: Projects within an identified trail network corridor may be required to construct a portion of the trail.*

Not applicable.

TOWNSHIP BOARD DECISION

The Planning Commission determined that the preceding findings support the approval of the major PUD amendment to allow for modifications to Gaines Marketplace PUD that include changes to the site layout to allow installation of twelve (12) Tesla vehicle supercharger stalls. Planning staff recommends approval.

A motion was made to **adopt/deny this resolution** by Township Board Member _____ and supported by Township Board Member _____, the roll call vote being as follows:

AYES: _____
NAYS: _____
ABSENT: _____

RESOLUTION DECLARED ADOPTED/DENIED

CERTIFICATION

I hereby certify that the above is a true copy of a resolution adopted by the Gaines Charter Township Board at a regular meeting held on January 9, 2023.

Respectfully submitted,

Michael Brew, Clerk
Gaines Charter Township

Dated: _____, 2023

**CHARTER TOWNSHIP OF GAINES
COUNTY OF KENT, MICHIGAN
RESOLUTION NO. 23-07-27-PC**

The following Resolution was offered and adopted by the Gaines Charter Township Planning Commission at a regular meeting held on July 27th, 2023.

Members Present: Giarmo, Rober, Wiersema, Thomas

Member Absent: Haagsma, Waayenberg, Billips

The following Resolution was offered for adoption by Planning Commissioner Wiersema and supported by Planning Commissioner Rober to document the findings and the recommendation of approval by the Gaines Charter Township Planning Commission regarding a request made by Aaron Adelman of SMJ International, on behalf of Tesla, to approve a major PUD amendment to the Gaines Marketplace Planned Unit Development (PUD) (formerly Crown Center PUD) to allow for the installation of twelve (12) Tesla vehicle supercharger stalls.

**RECOMMENDATION REGARDING A MAJOR PUD AMENDMENT TO THE
GAINES MARKETPLACE PLANNED UNIT DEVELOPMENT (PUD)
LOCATED AT 1801 MARKETPLACE DRIVE TO ALLOW FOR THE
INSTALLATION OF TWELVE (12) TESLA VEHICLE SUPERCHARGER
STALLS.**

Section I General Background:

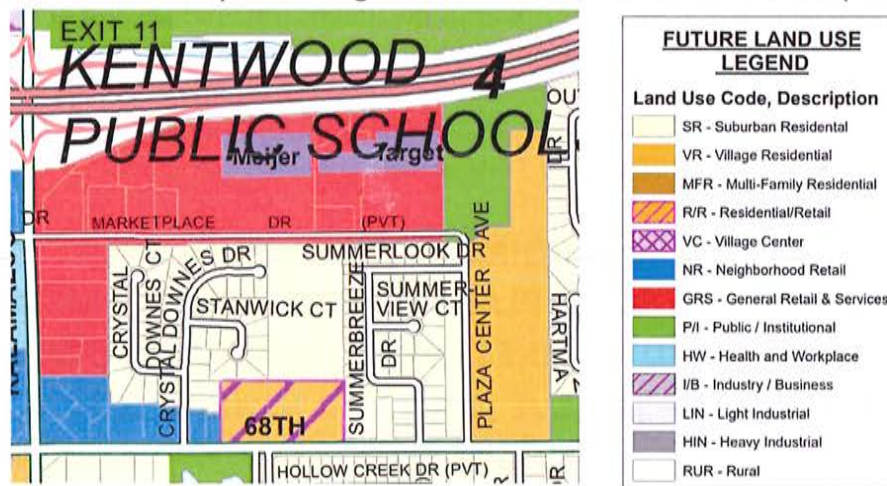
1. The Planning Commission is authorized to review major PUD amendments and provides recommendations to the Township Board of Trustees.
2. The applicant requests approval of a major PUD amendment to the Gaines Marketplace PUD (formerly Crown Center PUD), to allow for the installation of twelve (12) Tesla vehicle supercharger stalls, including one (1) ADA-accessible charging stall, lighting, landscaping, and the removal of four (4) parking spaces in the Meijer parking lot.
3. The property subject to the major PUD amendment is located at 1801 Marketplace Drive (parcel number 41-22-04-301-015).
4. The Planning Commission held a public hearing on the major PUD amendment request on July 27th, 2023.

Section II PUD Standards of Review- Findings:

The preliminary PUD request has been reviewed using the applicable review standards of Section 11.1, Planned Unit Development - General Review Standards. Additional information is included over the following pages concerning review considerations and standards.

- A. *Consistency with Master Plan and Zoning Ordinance: The Planned Unit Development must further the goals and objectives of the Township Master Plan and must be consistent with it. It must also be consistent with the intent and purpose of this Zoning Ordinance.*

Meets Standard. The Gaines Marketplace PUD is intended for general commercial uses. The 2023 Future Land Use Plan has this parcel designated for General Retail and Services (see below).



Chapter 5 "Mobility" of the 2023 Master Plan recognizes the need for electric vehicle infrastructure in the township:

Gaines is generally well served with gas stations along the north and west edges of the township, but it currently lacks charging stations for electric vehicles.

There are several principles and actions listed at the end of Chapter 5 in the 2023 Master Plan. Action number five (5) states:

Promote installation of electric vehicle charging stations in commercial areas for patrons to utilize local businesses while waiting.

The proposed location is in a commercial area intended and planned for commercial use; it is possible patrons will walk to surrounding businesses due to the proposed location of the charging

stations. Meijer is located approximately 300 feet away, and during good weather this is an easy walk.

If the Planning Commission and Township Board find the Standards as outlined in Sections 11.1 and 25.3 are met, then consistency with the zoning ordinance will be achieved.

- B. *Aesthetics: The Planned Unit Development must be aesthetically pleasing and be an integrated development with respect to building facades, building materials, landscape and berming, noise and visual screening mechanisms, and signs. It should contribute to creating a distinctive attractive community with a strong sense of place.*

Meets standard. Staff believes that the applicant has proposed adequate screening mechanisms while allowing reasonable use of the property and visibility to supercharger patrons.

The charging station is aesthetically utilitarian in nature. The switchgear will be screened by Trex fencing and crash bollards. The transformer will be unenclosed but protected by crash bollards and screened by evergreen shrubs. In total, 18 evergreen shrubs five (5) feet in height will be planted to screen the view of the charging stations from Marketplace Drive and the adjacent single-family neighborhood to the south. The existing trees will also remain on the site. Signage will be minimal with one ADA non-illuminated parking sign on the western portion of the site. A series of system placards will also be installed, which are essential for maintenance and safety.

- C. *Compatibility with Adjacent Uses: The Planned Unit Development must be compatible with surrounding uses. Efforts must be made to reduce any adverse effects on surrounding uses.*

Meets standard, condition recommended. Staff believes the proposed use is compatible with surrounding uses and that measures have been taken to reduce any adverse effects on surrounding uses, with conditions recommended. Landscaping will be provided and maintained on-site, and the photometric plan shows a 0.0-footcandle measurement at the southern property line.

The items that need consideration are the two (2) proposed light poles. Although the light poles will not exceed 20 feet in height, the proposed mounting height is 22 feet. Staff is recommending a condition of approval that the mounting height of the light fixtures does not exceed 20 feet in total height.

- D. *Density: The density requirements of the proposed Planned Unit Development shall be based on the underlying land use district in the Master Plan. The Township Board, upon*

recommendation of the Planning Commission, may vary the density requirements if doing so would result in a development that better achieves the intent of the Master Plan.

Not applicable.

- E. *Traffic: The Planned Unit Development shall be designed to minimize the effect of traffic generated by the proposed development on surrounding uses. Consideration should be given to: 1. The amount and type of traffic generated by the proposed project and capacity of existing and proposed streets to safely absorb that additional traffic. Whether the streets and pedestrian walkways within each project are designed to facilitate safe pedestrian and vehicular traffic flow patterns. 3. All points of ingress and egress to the project shall be located and designed to maximize safety.*

Meets standard. There may be a slight increase in traffic as the proposal is for electric vehicle charging stations. However, with only 12 charging stations being proposed, the traffic generated by the use is not anticipated to be significant. Per the applicant, the Tesla Supercharger charges up to 200 miles in 15 minutes. There is enough parking surrounding the charging area for those that may be waiting to use the facilities. Therefore, traffic congestion and traffic hazards are not anticipated to occur.

- F. *Protection of Natural Environment: Each project shall be designed to minimize adverse effects on the environment. Special emphasis shall be placed on maintaining the quality of air, soils, ground water, streams, wetlands, and rivers.*

Meets standard. The installation of 12 Tesla supercharging stations is not anticipated to have adverse effects on the environment.

- G. *Schools: Whether a project can be served by existing schools and school related facilities and the impact upon schools if the property is developed in accordance with the Planned Unit Development plans or in accordance with the conventional zoning district requirements shall both be considered. In addition, streets and pedestrian walkways shall be designed and located in any project to facilitate the ability of students to make the best and safest use of existing schools and school related facilities.*

Not applicable.

- H. *Public Facilities: The Planning Commission shall consider the impact a project will have on: 1. Public safety and protection services. 2. Water and sewer facilities. 3. The costs for such services. Each project shall be designed and located so as to facilitate use of, access to, or the logical expansion or extension of existing facilities in order to minimize any adverse financial or other impact upon the Township and to promote public health and safety.*

Meets standard. Public facilities are not anticipated to be impacted. Water and sewer facilities are not required for the use of the charging stations. Public safety and protection services are not anticipated to be impacted. Consumer's Energy will serve the charging stations and will be paid for by the users.

- I. *Water, Sewer, and Drainage Systems: A Planned Unit Development shall be served by a public or private water and sanitary sewer systems. The Kent County Health Department and/or the Township Engineer must approve the systems. A PUD shall also have a drainage system for surface water run-off which the Kent County Drain Commission and / or the Township Engineer must approve.*

Meets standard. The proposed EV charging station is not anticipated to have any impact on water, sewer, and drainage systems. The Township Engineer has reviewed the site plan and did not have any engineering comments to make since no public utilities are in the influence of the project and no changes to stormwater will be made with this proposal.

- J. *Open Space: The Planning Commission and Township Board should consider whether the PUD permanently preserves significant amounts of open space or significant natural features. The Township Board may require, upon recommendation of the Planning Commission, that natural amenities such as, but not limited to, ravines, rock outcrops, wooded areas, tree or shrub specimens, unique wildlife habitat, ponds, streams, and wetlands be preserved as part of the open space system.*

Not applicable.

- K. *Non-Motorized Transportation Network: Projects within an identified trail network corridor may be required to construct a portion of the trail.*

Not applicable.

Based on the material and plans submitted, a review of the relevant portions of the Gaines Charter Township Zoning Ordinance ("the Zoning Ordinance"), the applicant's presentation at the public hearing, and Township Staff's recommendation, and other factors, the Planning Commission hereby adopts the following findings per Section 11.1 Planned Unit Development General Review Standards.

PLANNING COMMISSION RECOMMENDATION

The Planning Commission has determined that the preceding findings support the approval of the major PUD amendment to allow for the installation of twelve (12) Tesla vehicle supercharger stalls.

The vote on the motion to adopt this Resolution was as follows:

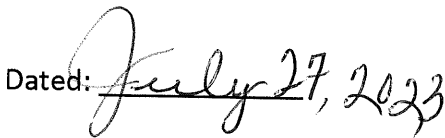
MOTION:	Motion by Wiersema, support by Rober to make a positive recommendation to the Township Board of Trustees with a condition of approval that the light poles shall not exceed 20 feet in height.
YES:	Giarmo, Rober, Thomas, Wiersema
NO:	None
ABSTAIN:	None
RESOLUTION DECLARED:	Motion carried (4-0).

CERTIFICATION

I hereby certify that the above is a true copy of a resolution adopted by the Gaines Charter Township Planning Commission at a meeting held on July 27th, 2023.

Respectfully submitted,


Lani Thomas, Secretary
Gaines Charter Township
Planning Commission

Dated:  July 27, 2023



MEMO

Staff Communication

DATE: August 14th, 2023

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director

RE: Zoning Text Amendment– Chapter 8: Office Service, Neighborhood Commercial, and General Commercial Zoning

SUMMARY OF TOPIC:

Staff is requesting that the Board of Trustees consider a text amendment to the Gaines Charter Township Zoning Ordinance regarding “Chapter 8: Office and Commercial Zoning Districts” to bring it into alignment with the 2023 Master Plan.

Both the “Permitted Uses” and “Development Standards” were reviewed for each zoning category and draft changes have been made where Staff believes adjustments are necessary. In general, only a few changes have been made to the Office-Service and General Commercial sections, most changes have been in the Neighborhood Commercial category.

Previously the Neighborhood Commercial zoning has been very similar to the General Commercial with a few differences, Staff has attempted to draw clearer differences between the two and orient Neighborhood Commercial to be accessible for residents by foot, bike or auto, while General Commercial serves as the regional business model typically accessed by auto. Neighborhood Commercial will be used in instances where mixed uses are called for in combination with residential neighborhoods.

These changes are based on the desires of Township residents for better access to retail and services without having to constantly drive to Gaines Marketplace or Tanger Outlets for every necessary item. Staff has attempted to balance the realities of auto-based retail economics with making easier and more pleasant pedestrian and wheeled physical connections in areas adjacent to residential areas and in areas that will likely see residential growth in the foreseeable future.

Generally, we attempted to look to historical and existing development within the Township to inform suggested changes. For example, the Cutlerville area was developed in the 1930s and 1940s and was laid out for pedestrian access to businesses that were adjacent to homes, as automobiles were not yet ubiquitous. This compact, mixed-use development type served as a model for Neighborhood Commercial.

In terms of uses, the current zoning ordinance does not recognize some new types of business as services (e.g. brewpubs and electric vehicle charging stations), so Staff has added some new categories and clarified some others. Also under review were the various use categories and what level of review might be necessary to permit that use, whether permitted “by right”, special use permit (SUP), or prohibited.

Summaries of the Master Plan descriptions of each zoning category are below.

The Master Plan states Neighborhood Commercial development should have several key elements:

- Building facades should be set close to the front lot line for easy access from the sidewalk, while leaving some room for outdoor amenities or landscaping.
- Entries should be placed to the primary street for easy pedestrian access and parking lots should be placed to the side or rear of the front building façade.
- Parking lots should be small scale and incorporate pedestrian infrastructure access to the business.
- Exterior finishes should be materials found in the surrounding neighborhoods such as wood, brick, or stone, and windows should be featured prominently on façades facing sidewalks and streets.
- Site improvements that encourage the use of alternative forms of transportation (e.g., bike racks, transit shelters).

“If parking lots already exist in the front of the business, then fencing, vegetation, or walls should be installed to screen the parking lot during building improvements or site redevelopment. If located adjacent to LDR or RR uses, NC buildings must be designed with a picturesque architectural style that fits with rural character with a pitched roof (e.g., craftsman, prairie, farmhouse architectural styles are all relevant guides).”

The Master Plan states General Commercial is:

“... intended for generalized commercial activities including all highway commercial, regional based retail, and general business activities that service other businesses as well as the public. Associated parking for General Retail and Services will not have minimum standards, but will rely on market determination of need, and shared or public parking.”

Health and Workplace (applies to Office-Service in the ordinance)

“This land use designation seeks to provide medical, professional service, technical and related office uses both to serve the area's residents and in

support of the growing industrial development in the township. It may include senior housing and assisted living facilities as well.”

Proposed alterations to the zoning ordinance Intent & Purpose section are as follows:

Changed the “C-1” and “C-2” names to “NC” & “GC” which is easier to remember.

Intent and Purpose; added language based on Master Plan.

Permitted Uses Section:

- Clinics; specified types for clarity.
- Brewpub & Small Distiller; added categories and scale based on state license definitions.
- Financial Institutions; added three requirements in NC only. The requirements are intended to limit drive lanes interrupting pedestrian environment.
- Grocery; divided these based on square footage with the cutoff 12,000 SF. Limits the size of large grocery operations to GC.
- Hotel; similar to grocery, limits larger hotels to GC only.
- Vehicle Charging Stations; added category. Starting off with SUP required, staff was undecided whether to allow then by-right in GC and desires PC input on this.
- Vehicle washes; limited to GC only.
- Emergency Medical Centers; suggest allowing in GC with SUP, PC might also consider allowing them by right.
- Culture Venue; new category, replaces “Assembly Hall”, limited to 500 seats, SUP review and must be located on an arterial for traffic.
- Gas Station; not permitted in NC rather than SUP. Still permitted in GC.
- Theaters; defined as >500 seats as opposed to smaller theaters <500 seats.
- Accessory structures associated with primary use; added category.
- High Density Residential horizontally mixed with commercial/retail; added category with recommended review.

Development Standards Section:

Front Yard Setbacks; reduced to 25 feet for O-S, zero for NC, 25 feet for GC. They were formerly all 50 feet, which was typically dedicated to storefront parking lots. This will enable moving parking to the side and rear.

Side Yard, General; In NC reduced to zero if desired (with adequate fire wall), 5 feet minimum otherwise (requirement under fire code). 15 feet remains the standard for O-S and GC.

Side yard, Adjacent to Residential; reduced NC to 25 from 50 feet.

Street Side of a Corner Lot; Reduced NC to zero feet.

Rear Yard, Adjacent to Residential, reduced NC to 25 feet.

Section 8.5 Additional Standards for NC

New section related to how buildings should be laid out in NC. Parking to rear & side, not front.

Added design guidelines regarding building materials and some physical layout standards.

Require multi-mode connections (e.g. sidewalks).

FINANCIAL IMPACT:

The text amendment is not anticipated to have a financial impact on the Township. Costs associated with the review process are borne by the applicant through administrative and escrow review fees.

BUDGET ACTION REQUIRED:

N/A.

PROCESS:

The Planning Commission has reviewed the proposed text amendment and held a public hearing. The Planning Commission recommended the Township Board of Trustees consider approval of the amendment to the zoning ordinance.

STAFF RECOMMENDATION:

Staff recommends that the Township Board set a public hearing for the proposed text amendment via resolution.

CHAPTER 8 Office and Commercial Zoning Districts

Section 8.1 Intent and Purpose

This Chapter presents the regulations of three Zoning Districts: the “O-S” Office Service, the “NC” Neighborhood Commercial and the “GC” General Commercial. The intent of these districts is to provide for the orderly development of these uses to meet the retail, service and employment needs of the Township’s residents and surrounding areas.

A. Office Service (O-S): The Office Service Zoning District is intended for professional and business offices. It allows service, medical, technical, and related office uses both to serve the area’s residents and in support of the industrial developments of the Township.

B. Neighborhood Commercial (NC): The Neighborhood Commercial Zoning District is intended to encourage a complementary mixed of uses, to ensure that neighborhood commercial areas are compatible with adjacent residential neighborhoods and that transitions between the two are harmonious and accessible by a variety of mobility types. The uses in this district should be designed to provide goods and services primarily to meet the needs of the immediate neighborhood.

C. General Commercial (GC): The General Commercial zoning district is intended for more generalized commercial activities including office, highway commercial, regional and community-based retail, and general business activities that service other businesses as well as the public.

Section 8.2 Table of Permitted Uses

The following abbreviations apply to the Table of Permitted Uses:

P: The use is permitted by right in the district

SUP: The use is allowed only if the Planning Commission grants a Special Use Permit for it after finding it meets applicable standards in this chapter and Chapter 19.

NP: The use is not allowed at all in the district.

Zoning District				
Use	Office-Service (OS)	Neighborhood Commercial (NC)	General Commercial (GC)	Additional Requirements
Office				
Clinics, Outpatient Medical or Veterinary	P	P	P	
Offices, without the sale of goods	P	P	P	
Service				
Bed and Breakfasts	SUP	SUP	SUP	See Section 19.9(E)
Brewpub ($\leq 12,000$ barrels per year) or Small Distiller ($\leq 60,000$ gallons per year)	NP	SUP	P	
Contractors	SUP	NP	P	
Financial Institutions	P	P*	P	*For NC the following apply: 1. County Primary Road access Required

Zoning District				
Use	Office-Service (OS)	Neighborhood Commercial (NC)	General Commercial (GC)	Additional Requirements
				2. Primary façade must be 70% of street facing elevation. 3. Drive-thrus and access lanes are not permitted between street facing building elevation and sidewalks.
Fitness Facility	P	P	P	
Funeral Home and Mortuary	P	P	P	
Grocery, with or without Pharmacy <12,000 SF	NP	P	P	
Grocery, with or without Pharmacy >12,000 SF	NP	NP	P	
Hotels and Motels > 15 rooms	NP	NP	P	
Hotels and Motels ≤ 15 rooms	P	P	P	
Personal Service Establishments	P	P	P	
Radio & Television Stations	P	NP	NP	
Studios for instruction, such as dance or music	P	P	P	
Vehicle Charging Stations	SUP	SUP	SUP	
Vehicle Repair, Major	NP	NP	P	Parcel must be located a minimum of 150 feet from Residential or Agricultural zoned parcel.
Vehicle Repair, Minor	NP	NP	P	
Vehicle Washes	NP	NP	P	
Institutional, Recreational, and Utilities				
Colleges and Universities	SUP	SUP	SUP	
Emergency Medical Centers	P	NP	SUP	
Hospitals	SPU	NP	NP	
Municipal and Public Service Activities	SUP	SUP	SUP	
Culture Venue (500 seats max., assembly, film, music, lecture)	SUP	SUP	SUP	Primary Road Access Required
Nursing Homes	SUP	SUP	SUP	
Places of Religious Worship	SUP	SUP	SUP	See Section 19.9(G).
Private Schools	P	P	P	- Principal access must be from a primary arterial or collector street. - The minimum setback for both side and rear yards is 50 feet. - Maximum lot coverage of all buildings or structures is 35%.

Zoning District				
Use	Office-Service (OS)	Neighborhood Commercial (NC)	General Commercial (GC)	Additional Requirements
Public Utilities	SUP	SUP	SUP	
Child Day Care Center	SUP	SUP	SUP	See Chapter 19 (T).
		Retail		
Gasoline Service Station	NP	NP	SPU	County Primary Road Access Required
Restaurants, without drive-thru	NP	P	P	
Restaurants, with drive-thru	NP	NP	P	
Retail <12,000 SF	NP	P	P	
Retail >12,000 SF	NP	NP	P	
Wholesale Establishments	NP	NP	SPU	
Theatres >500 seats	NP	NP	P	
Vehicle Sales	NP	NP	P	
Other Uses				
Family Child Day Care Home (Existing Non-Conforming Single-Family Dwelling)	P	P	P	
Group Child Day Care Home (Existing Non-Conforming Single-Family Dwelling)	SPU	SPU	SPU	
Accessory structures and uses customarily incidental to the above permitted uses	P	P	P	• All Development Standards of 8.3 apply • May not exceed the primary use square footage
Residential R-3 development mixed with commercial use on a single parcel	SPU	SPU	NP	
Residential uses when located above the first floor of a permitted use, with a minimum floor area as determined in Section 7.3	SPU	P	NP	

Section 8.3 Development Standards

Development Standard	Zoning District			Other Requirements
	Office Service (OS)	Neighborhood Commercial (NC)	General Commercial (GC)	
Minimum Lot Area	N/A	N/A	N/A	
Minimum Lot Width	100 Feet	N/A	N/A	

Front Yard Setback	25 feet	0 feet	25 feet	Or the average of existing front yards within 200' on the same side of the street if lesser than the required setback.
Side Yard, General	15	Zero with fire protection, or minimum of 5 feet (can include parking)	15	
Side yard, adjacent to residential	50 feet	25 feet	50 feet	
Street side of a corner lot	25 feet	0 feet	25 feet	
Rear Yard, General	25 feet	25 feet	25 feet	
Rear Yard, adjacent to residential	50 feet	25 feet	50 feet	
Maximum Building Height	35 feet or 2.5 stories, whichever is less.			

Section 8.4 Additional Standards for O-S, NC, and GC Zoning Districts

A. Outdoor Activity: Except for automobile parking and off-street parking, all business, service or processing shall be conducted wholly within a completely enclosed building, unless approved in advance as part of the Site Plan Review process.

B. Outdoor Storage:

- i. Any outdoor storage of materials or equipment shall only be permitted in areas approved in advance as part of the Site Plan Review process.
- ii. Materials or equipment must be screened from the view of neighboring properties or from a street through the use of an approved landscaped screen, wall or solid fence. Materials or equipment cannot be visible above the screening.
- iii. Outdoor storage is not permitted in any setback that is adjacent to an "R" district or to a primary arterial street.

Section 8.5 Additional Standards for Neighborhood Commercial Zoning District

A. Parking lots: Must be located to the side or rear of the street facing façade. Lot must be screened from sidewalks with four-foot-high landscaping or structures (walls, opaque fence, etc).

B. Building Materials

- i. All buildings shall utilize high-quality building materials that are in keeping with traditional architectural styles.

ii. On the first story of street facing façades wall materials must consist of brick, stone, wood, or fiber cement siding. Vinyl siding is permitted above the first floor/first story.

iii. Buildings must have a minimum of one functional entry for every 60 feet of façade along the front lot line, and 100 feet of façade along side lot lines, or fraction thereof, along sidewalks.

iv. Any ground floor building façade along a street must exhibit 40% clear glass windows on the ground floor.

C. Layout for new Construction

i. Sidewalks at front elevation shall be 10 feet in width, site furniture/planters/surface utilities restricted to 0-4 feet from curb (leaves 6 feet of clear space).

ii. On-street parking enabled on private roads, and on public roads where possible, no parking minimums required. Shared parking shall be enabled where possible.

iii. Safe bike use enabled through the use of dedicated bikes lanes, etc.

D. Pedestrian pathways connecting residential and OS/NC/GC areas is required, e.g. sidewalks along streets, or dedicated pathways.

**GAINES CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN
(ORDINANCE NO. ____)**

At a _____ meeting of the Township Board for Gaines Charter Township held at the Township offices on _____, 2023, beginning at ____ p.m., the following Ordinance was offered for adoption by Township Board Member _____, and was seconded by Township Board Member _____:

**AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF GAINES
CHARTER TOWNSHIP REGARDING THE OFFICE AND
COMMERCIAL ZONING DISTRICTS**

THE CHARTER TOWNSHIP OF GAINES (the "Township") ORDAINS:

Section 1. Chapter 8. Chapter 8 of the Gaines Charter Township Zoning Ordinance is repealed in its entirety, and shall be replaced with the following:

**Chapter 8
Office and Commercial Zoning Districts**

Section 8.1 Intent and Purpose

A. **Office Service (O-S):** The Office Service Zoning District is intended for professional and business offices. It allows service, medical, technical and related office uses both to serve the area's residents and in support of the industrial developments of the Township.

B. **Neighborhood Commercial (NC):** The Neighborhood Commercial Zoning District is intended to encourage a complementary mixed of uses, to ensure that neighborhood commercial areas are compatible with adjacent residential neighborhoods and that transitions between the two are harmonious and accessible by a variety of mobility types. The uses in this district should be designed to provide goods and services primarily to meet the needs of the immediate neighborhood.

C. **General Commercial (GC):** The General Commercial zoning district is intended for more generalized commercial activities including office, highway commercial, regional and community-based retail, and general business activities that service other businesses as well as the public.

Section 8.2 Table of Permitted Uses

The following abbreviations apply to the Table of Permitted Uses:

P: The use is permitted by right in the district

SUP: The use is allowed only if the Planning Commission grants a Special Use Permit for it after finding it meets applicable standards in this chapter and Chapter 19.

NP: The use is not allowed at all in the district.

Zoning District				
Use	Office-Service (OS)	Neighborhood Commercial (NC)	General Commercial (GC)	Additional Requirements
Office				
Clinics, Outpatient Medical or Veterinary	P	P	P	
Offices, without the sale of goods	P	P	P	
Service				
Bed and Breakfasts	SUP	SUP	SUP	See Section 19.9(E)
Brewpub ($\leq 12,000$ barrels per year) or Small Distiller ($\leq 60,000$ gallons per year)	NP	SUP	P	
Contractors	SUP	NP	NP	
Financial Institutions	P	P*	P	*For NC the following apply: 1. County Primary Road access Required 2. Primary façade must be 70% of street facing elevation. 3. Drive-thrus and access lanes are not permitted between street facing building elevation and sidewalks.
Fitness Facility	P	P	P	
Funeral Home and Mortuary	P	P	P	
Grocery, with or without Pharmacy <12,000 SF	NP	P	P	

Zoning District				
Use	Office-Service (OS)	Neighborhood Commercial (NC)	General Commercial (GC)	Additional Requirements
Grocery, with or without Pharmacy >12,000 SF	NP	SUP	P	
Hotels and Motels > 15 rooms	NP	NP	P	
Hotels and Motels ≤ 15 rooms	P	P	P	
Personal Service Establishments	P	P	P	
Radio & Television Stations	P	NP	NP	
Studios for instruction, such as dance or music	P	P	P	
Vehicle Charging Stations	SUP	SUP	P	
Vehicle Repair, Major	NP	NP	P	Parcel must be located a minimum of 150 feet from Residential or Agricultural zoned parcel.
Vehicle Repair, Minor	NP	SUP	P	
Vehicle Washes	NP	NP	P	
Institutional, Recreational, and Utilities				
Colleges and Universities	SUP	SUP	SUP	
Emergency Medical Centers	P	NP	SUP	
Hospitals	SPU	NP	NP	
Municipal and Public Service Activities	SUP	SUP	SUP	
Culture Venue (500 seats max., assembly, film, music, lecture)	SUP	SUP	SUP	Primary Road Access Required
Nursing Homes	SUP	SUP	SUP	
Places of Religious Worship	SUP	SUP	SUP	See Section 19.9(G).
Private Schools	P	P	P	• Principal access must be from a

Zoning District				
Use	Office-Service (OS)	Neighborhood Commercial (NC)	General Commercial (GC)	Additional Requirements
				primary arterial or collector street. • The minimum setback for both side and rear yards is 50 feet. • Maximum lot coverage of all buildings or structures is 35%.
Public Utilities	SUP	SUP	SUP	
Child Day Care Center	SUP	SUP	SUP	See Chapter 19 (T).
		Retail		
Gasoline Service Station	NP	NP	SPU	County Primary Road Access Required
Restaurants, without drive-thru	NP	P	P	
Restaurants, with drive-thru	NP	NP	P	
Retail <12,000 SF	NP	P	P	
Retail >12,000 SF	NP	NP	P	
Wholesale Establishments	NP	NP	SPU	
Theatres	NP	NP	P	
Vehicle Sales	NP	NP	P	
Other Uses				
Family Child Day Care Home (Existing Non-Conforming Single-Family Dwelling)	P	P	P	
Group Child Day Care Home (Existing Non-Conforming Single-Family Dwelling)	SPU	SPU	SPU	
Accessory structures and uses customarily incidental to the above permitted uses	P	P	P	• All Development Standards of 8.3 apply

Zoning District				
Use	Office-Service (OS)	Neighborhood Commercial (NC)	General Commercial (GC)	Additional Requirements
				• May not exceed the primary use square footage
Residential R-3 development mixed with commercial use on a single parcel	SPU	SPU	NP	
Residential uses when located above the first floor of a permitted use, with a minimum floor area as determined in Section 7.3	SPU	P	NP	

Section 8.3 Development Standards

Development Standard	Zoning District			Other Requirements
	Office Service (OS)	Neighborhood Commercial (NC)	General Commercial (GC)	
Minimum Lot Area	N/A	N/A	N/A	
Minimum Lot Width	100 Feet	N/A	N/A	
Front Yard Setback	25 feet	0 feet	25 feet	Or the average of existing front yards within 200' on the same side of the street if lesser than the required setback.
Side Yard, General	15	Zero with fire protection, or minimum of 5 and maximum of 10 feet from property line	15	
Side yard, adjacent to residential	50 feet	25 feet	50 feet	

Street side of a corner lot	25 feet	0 feet	25 feet	
Rear Yard, General	25 feet	25 feet	25 feet	
Rear Yard, adjacent to residential	50 feet	25 feet	50 feet	
Maximum Building Height	35 feet or 2.5 stories, whichever is less.			

Section 8.4 Additional Standards for O-S, NC, and GC Zoning Districts

A. Outdoor Activity: Except for automobile parking and off-street parking, all business, service or processing shall be conducted wholly within a completely enclosed building, unless approved in advance as part of the Site Plan Review process.

B. Outdoor Storage:

i. Any outdoor storage of materials or equipment shall only be permitted in areas approved in advance as part of the Site Plan Review process.

ii. Materials or equipment must be screened from the view of neighboring properties or from a street through the use of an approved landscaped screen, wall or solid fence. Materials or equipment cannot be visible above the screening.

iii. Outdoor storage is not permitted in any setback that is adjacent to an "R" district or to a primary arterial street.

Section 8.5 Additional Standards for Neighborhood Commercial Zoning District

A. Parking lots: Must be located to side or rear of the street facing façade. Lot must be screened from sidewalks with four-foot-high landscaping or structures (walls, opaque fence, etc).

B. Building Materials

i. All buildings shall utilize high-quality building materials that are in keeping with traditional architectural styles.

ii. On the first story of street facing façades wall materials must consist of brick, stone, wood, or fiber cement siding. Vinyl siding is permitted above the first floor/first story.

iii. Buildings must have a minimum of one functional entry for every 60 feet of façade along the front lot line, and 100 feet of façade along side lot lines, or fraction thereof, along sidewalks.

iv. Any ground floor building façade along a street must exhibit 40% clear glass windows on the ground floor.

C. Layout for new Construction

i. Sidewalks at front elevation shall be 10 feet in width, site furniture/planters/surface utilities restricted to 0-4 feet from curb (leaves 6 feet of clear space).

ii. On-street parking enabled on private roads, and on public roads where possible, no parking minimums required. Shared parking shall be enabled where possible.

iii. Safe bike use enabled through the use of dedicated bikes lanes, etc.

D. Pedestrian pathways connecting residential and OS/NC/GC areas is required, e.g. sidewalks along streets, or dedicated pathways.

Section 2. Effective Date. This Ordinance shall become effective seven (7) days after its publication (or a summary hereof) in a newspaper of general circulation within the Township.

The vote in favor of this Ordinance was as follows:

YEAS:

NAYS:

ABSENT/ABSTAIN:

ORDINANCE DECLARED ADOPTED/DENIED

CERTIFICATION

I hereby certify that the above is a true copy of an Ordinance adopted by the Township Board for Gaines Charter Township at the time, date, and place specified above pursuant to the required statutory procedures.

Respectfully submitted,

By _____

Michael Brew

Gaines Charter Township Clerk



MEMO

Staff Communication-Action Required

DATE: August 10, 2023
TO: Gaines Charter Township
FROM: Michael Brew, Township Clerk
RE: Purchase of Tabulator

SUMMARY OF TOPIC:

With the implementation of the nine-day voting requirement for 2024, the Township will need to purchase an additional tabulator.

The Clerk's office has obtained a quote of \$6,450.00 from Election Source.

Although this tabulator will not be needed until 2024, there is lead time for delivery, and supplies are depleting fast (the majority of municipalities are in the same predicament we are in) .

BUDGET ACTION REQUIRED:

A budget amendment may be necessary if reimbursements from the state for past expenditures is not received by the end of this fiscal year.

STAFF RECOMMENDATION:

Staff recommends the Board approve the purchase of the required tabulator in 2023, avoiding the risk of not receiving the equipment in time for the 2024 elections.



MEMO

Staff Communication-Action Required

DATE: August 10, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: Proposed change in record keeper of Township 401(a) and 457(b) retirement plans

SUMMARY OF TOPIC:

The majority of Township employees participate in one or both of the Township's 401(a) and 457(b) retirement plans.

The plans are currently managed by John Hancock and Voya.

Staff has researched the matter and would like to switch from the current record keepers (John Hancock and Voya) to Empower (via Burnham & Flowers). Through Empower, participants will have access to both their 401(a) and 457(b) account, thru the same website. From there individuals will be able to change investments, contributions, etc. Empower offers a very robust, user-friendly site, offering participants the option of using the many available online services, or the traditional forms.

An added advantage will be a reduction in maintenance fees. Ease of use and reduced fees are features staff feels Township employees will appreciate.

Transition to Empower should be almost seamless, with very little (if any) interruption to availability of information or funds.

A copy of their proposal is attached.

BUDGET ACTION REQUIRED: NONE

STAFF RECOMMENDATION:

Staff recommends the Board adopt the attached resolution approving the proposed change.

PROPOSAL

**Gaines Charter Township 401(a) and 457(b)
Retirement Plans**

August 3, 2023





Proposal For Gaines Charter Township 401(a) and 457(b) Retirement Plans

This proposal valid until:

11/3/2023

This Proposal was provided at the request of the plan sponsor or the Plan's advisor on behalf of the plan. The fee information provided in this Proposal is based on the assumptions and/or investment options reflected in the Proposal. This Proposal is invalid if the assumptions and/or investment options are inaccurate or change.

Plan Assumptions

August 3, 2023

Plan Assets:	\$2,954,038
Annual Contribution:	\$250,000
Plan Participants with a Balance:	84
Total Eligible Employees:	84
Number of Plans:	2
Investment Platform:	Custom NAV
Investment Fiduciary:	Envestnet 3(21)
Mapping Strategy:	Target Date
Default Fund:	Target Date
Commissions:	0.45% Annually
PEA:	0.02% Annually; \$1,000 Annually; \$250 Upfront Transfer Revenue Credit
Empower Retirement Plan Document	Required

Fee Summary

Fee

Paid By

Annual Plan Maintenance (Per Plan)	\$0	Employer
Annual Participant Account Maintenance	\$0	Employer
Asset Based Fee	0.85%	Participant
Investment Access Fee	\$1,000	Employer
Installation Fee	Waived	Employer
Weighted Average Net Investment Expense	0.30%	Participant

Additional Plan Services

Trustee/Custodial Services:	Great-West Trust Full Custodian	BEL Restoration:	N/A
Compliance Services:	N/A	Manual Payroll:	N
Auto Enroll:	N	Prospectus Fulfillment:	N
Fee Levelization:	Y	Add'l Participant Notice Delivery:	N

For Home Office Use Only		Gaines Charter Township 401(a) and 457(b) Retirement Plans				Version
Group Account Number:	State Situs:	Product Code:	Quote Date:	RSD Name:	Prepared by:	401(k) Version:
	MI	gvmt-401k	8/3/2023 2:43:51 PM	Martin Gomez	mrkbls	v16.2 3/23/2023 6:04:00 AM



Plan and Participant Fees

Plan Service Fees		
Fee Type	Fee	Paid By
Asset Based Fee	0.85% Annually on All Assets	Deducted from Participant Accounts Quarterly
Participant Account Maintenance	\$0 Per Account Annually	Billed to Plan Sponsor Quarterly
Plan Maintenance	\$0 Annually Per Plan	Billed to Plan Sponsor Quarterly
Investment Access Fee	\$1,000 Annually	Billed to Plan Sponsor Quarterly
Contract Termination Fee	0.01% of assets year 1, 0.00% of assets year 2	Billed to Plan Sponsor

Annual asset based fees will be calculated based upon an average daily balance.

Participant Transaction Fees		
Transaction fee type	Fee	Paid by
Loan initiation	\$95 per request	Netted From Distribution
Maintenance fee for NEW loans (recurring)	\$50 annually	Deducted from participant accounts quarterly
Withdrawals (including Separation of Service, Retirement, Plan Terminations)	\$75 per request	Netted from withdrawal
Withdrawals for small balance force-outs (de minimus)	\$25 per request	Netted from distribution
Distributions (including In-Service, Hardship, QDRO, Death, Disability)	\$50 per request	Netted from distribution
Express delivery fee	\$40 per request	Netted from distribution
Hardship qualification approval services	\$75 per request	Netted from distribution or participant account
Beneficiary distribution approval services	\$75 per request	Netted from distribution
QDRO approval services	\$400 per request	Netted from distribution
Periodic payment setup	\$50 per request	Deducted from participant accounts
Periodic payment maintenance	\$25 annually	Deducted from participant accounts quarterly

The above recordkeeping fees will be guaranteed for the initial five (5) year contract term from the Effective Date of the Administrative Services Agreement. Material changes (+/- 10%) from assumptions used in pricing (participants, assets, net flow, asset allocations) could void this guarantee.

The Participant Transaction services above will be provided to the Plan unless the plan sponsor elects otherwise.



Fund Information

			Revenue Sharing Included In Gross/Net Expense Ratio		
Investment Name	Ticker	Gross/Net Expense Ratio	12B-1	Admin	Assets
American Funds American Balanced R6	RLBGX	0.25/0.25%	0.00%	0.00%	\$95,291
American Funds Income Fund of Amer R6	RIDGX	0.26/0.26%	0.00%	0.00%	\$95,291
American Funds New Economy R6	RNGGX	0.41/0.41%	0.00%	0.00%	\$95,292
American Funds New Perspective R6	RNPGX	0.41/0.41%	0.00%	0.00%	\$95,291
Fidelity Advisor® Total Bond Z	FBKWX	0.40/0.36%	0.00%	0.00%	\$95,292
MFS Mid Cap Growth R6	OTCKX	0.67/0.66%	0.00%	0.00%	\$95,292
Prudential Day One 2020 Instl CIT	N/A	0.36/0.33%	0.00%	0.00%	\$95,292
Prudential Day One 2025 Instl CIT	N/A	0.34/0.33%	0.00%	0.00%	\$95,292
Prudential Day One 2030 Instl CIT	N/A	0.34/0.34%	0.00%	0.00%	\$95,292
Prudential Day One 2035 Instl CIT	N/A	0.34/0.34%	0.00%	0.00%	\$95,292
Prudential Day One 2040 Instl CIT	N/A	0.35/0.34%	0.00%	0.00%	\$95,292
Prudential Day One 2045 Instl CIT	N/A	0.35/0.34%	0.00%	0.00%	\$95,292
Prudential Day One 2050 Instl CIT	N/A	0.35/0.34%	0.00%	0.00%	\$95,292
Prudential Day One 2055 Instl CIT	N/A	0.36/0.34%	0.00%	0.00%	\$95,292
Prudential Day One 2060 Instl CIT	N/A	0.39/0.34%	0.00%	0.00%	\$95,292
Prudential Day One Income Inst CIT	N/A	0.39/0.33%	0.00%	0.00%	\$95,292
Putnam Large Cap Value R6	PEQSX	0.55/0.55%	0.00%	0.00%	\$95,292
Putnam Small Cap Growth R6	PLKGX	0.85/0.85%	0.00%	0.00%	\$95,292
Vanguard 500 Index Admiral	VFIAX	0.04/0.04%	0.00%	0.00%	\$95,292
Vanguard Balanced Index Adm	VBIAX	0.07/0.07%	0.00%	0.00%	\$95,292
Vanguard Core Bond Admiral	VCOBX	0.10/0.10%	0.00%	0.00%	\$95,291
Vanguard Emerging Mkts Stock Idx Adm	VEMAX	0.14/0.14%	0.00%	0.00%	\$95,291
Vanguard Growth Index Institutional	VIGIX	0.04/0.04%	0.00%	0.00%	\$95,291
Vanguard International Core Stock Adm	VZICX	0.38/0.38%	0.00%	0.00%	\$95,291
Vanguard International Growth Adm	VWILX	0.34/0.34%	0.00%	0.00%	\$95,291
Vanguard International Value Inv	VTRIX	0.38/0.38%	0.00%	0.00%	\$95,291
Vanguard Mid Cap Index Admiral	VIMAX	0.05/0.05%	0.00%	0.00%	\$95,291
Vanguard Mid-Cap Value Index Admiral	VMVAX	0.07/0.07%	0.00%	0.00%	\$95,291
Vanguard Small Cap Index Adm	VSMAX	0.05/0.05%	0.00%	0.00%	\$95,291



Fund Information Continued			Revenue Sharing Included In Gross/Net Expense Ratio		
Investment Name	Ticker	Gross/Net Expense Ratio	12B-1	Admin	Assets
Vanguard Small Cap Value Index Admiral	VSIAX	0.07/0.07%	0.00%	0.00%	\$95,291

Average Net Expense Ratio	0.30%
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Not all 12b-1 and Admin fees may flow through the Recordkeeper. A third party may be receiving 12b-1 and/or Admin fee(s) directly that are not reflected above.

General Account Investments	Ticker	Fee Estimate	Allocation to Recordkeeper	Assets
Great-West General Account				
Empower Investments Fixed Account Series I	GWAQ35	0.35%	0.00%	\$95,291

For an explanation of the Fee Estimate and the Allocation to Recordkeeper, please see the "General Account Fund and General Provision" disclosure in the Disclosure Section of this document.



Payments to Others

Financial Professional Services (Included in Plan Pricing)		
Service Provider	Service	Fee
Burnham & Flower Insurance Group	Partner Services	0.45% Annually

Other Services (Included in Plan Pricing)			
Service Provider	Service	Service Type	Fee
Gaines Charter Township 401(a) and 457(b) Retirement Plans	Plan Expense Account	Plan/Other Services	\$1,000 Annually
Gaines Charter Township 401(a) and 457(b) Retirement Plans	Plan Expense Account	Plan/Other Services	\$250 Upfront Transfer Revenue Credit
Gaines Charter Township 401(a) and 457(b) Retirement Plans	Plan Expense Account	Investment Fiduciary Services	0.02% Annually

A portion of fees may be credited to a Plan Expense Account (PEA) on a monthly basis to be used to pay plan expenses. The plan sponsor is responsible for determining the appropriate use of amounts credited to the PEA and for directing Empower as to the payment of any plan expenses from the PEA. The above plan fees to be paid from PEA credits is based on information provided to Empower by the plan sponsor or its advisors and is subject to plan sponsor direction. Asset based PEA payments will be calculated based upon an average daily balance. The Plan Sponsor is solely responsible for determining the allocation of any PEA credits remaining after expenses are paid.

Empower will pay to the Plan's PEA a one-time transfer Revenue Credit to be used by the Plan to pay for Plan expenses associated with the Plan's transfer to Empower or as otherwise determined appropriate by the Plan Sponsor. Such Revenue Credit will be allocated to the Plan's PEA within sixty days after the Plan's transfer to Empower.

The Revenue Credits are funded from Empower's general assets and are being made available as a reduction in the compensation that Empower would otherwise earn in connection with the services it provides to the Plan. No specific funds will be set aside in an account or fund for the Plan's benefit or otherwise segregated for purposes of funding the Revenue Credits, and the Plan has no right, title or interest in any Revenue Credits prior to the time the Revenue Credit is paid to the Plan. No interest will be earned by the Plan or paid on Revenue Credits that are accrued.

Empower will pay Revenue Credits to the Plan on a monthly basis. Revenue Credits shall be determined by multiplying the average daily balance in each of the Plan's investment options for the month by the annual rate (prorated for the month) of fund service fees paid to Empower by the investment option or its affiliates as reflected in the Plan's Plan Fee Disclosure Report (A copy of the Plan's most recent Fee Disclosure Report is available on the Plan Sponsor Website). Plan Sponsor directs Empower to allocate any Revenue Credits to Plan Participant accounts proportionately based on the average daily balance of such accounts in the investment option during the month and to invest such amounts based on the Participant's investment elections with respect to future contributions or, if none, the applicable Plan default fund. Revenue Credits shall be determined and allocated within 45 days after the end of the month.

Trustee/Custodial Services (Included in Plan Pricing)		
Service Provider	Service	Fee
Great-West Trust Company	Full Custodian	\$500 Annually



Participant Advice		Opt-In	
Service Provider	Service	Annual Fee	Basis
Advised Assets Group, LLC.	Online Investment Guidance	No Charge	N/A
Advised Assets Group, LLC.	Online Investment Advice	\$0	Per Participant
Advised Assets Group	My Total Retirement Services	0.65% <\$100k 0.55% Next \$150k 0.45% Next \$150k 0.35% >\$400k	My Total Retirement Assets

Online Investment Advice and Managed Accounts services are optional services that are offered by Advised Assets Group, LLC. Each individual participant may elect to enroll in either one of these services. These participant advice fees are only deducted from participant account balances of those that have enrolled in the service.

Plan Sponsor agrees the managed account service fee will be paid for by a Plan Participant unless the following box is selected.

☐ Plan Sponsor Pay



Disclosures

This document contains estimates of plan expenses and is intended to provide a detailed summary of fees being charged to the plan or its participants to the extent such information is in the Recordkeeper's possession. While it is intended to provide information regarding all material fees, this document may not be comprehensive, and it may not include full information on fees associated with some specially negotiated services or with certain investment options, such as Self-Directed Brokerage Accounts, Life Insurance, Employer Stock, etc. For further fee information, please refer to the relevant service agreements and/or prospectuses, including information that may be needed to comply with Participant Disclosure obligations. As your Recordkeeper, we make no representation as to the completeness or accuracy of materials, such as prospectuses, created and/or provided by a third-party investment provider.

General

Bank Credit Disclosure:

Empower Retirement™ (Empower), or one of its affiliates, may earn credits and/or interest on Plan assets awaiting investment or pending distribution. Any credits or interest earned by Empower are aggregated with credits and/or interest earned by Empower and will be used to defray the aggregate expenses for the maintenance of bank accounts. Empower will not retain credits and/or interest earned in excess of such maintenance expenses.

Credits and/or interest are earned from the use of (i) uninvested contributions received too late in the day or not received in good order to be invested same-day and (ii) proceeds from investment option redemptions where Plan distribution checks have not been presented for payment by Plan participants. Credits and/or interest (i) begin to accrue on contributions, on the date such amounts are deposited into the bank account and end on the date such amounts are invested pursuant to Plan participant instructions and (ii) begin to accrue on distributions, on the date the check is written or on the wire date, as applicable and end on the date the check is presented for payment or when the wire clears against the account, as applicable. Earnings of credits and/or interest are at the rate the bank provides from time to time.

Recordkeeping Costs Estimate

Great-West recordkeeping fees are agreed to with the plan sponsor based on the total value of the relationship with the plan. Great-West may provide recordkeeping fee credits in its sole discretion based on criteria as solely determined by Great-West which may include the plan's use of affiliated and non-affiliated funds or products. Such credits may reduce some or all of the recordkeeping fees that would otherwise be charged by Great-West. The average cost of Great-West recordkeeping services without any reduction or offset is \$120.23 per participant for plans less than \$50 million, \$94.42 per participant for plans between \$50m and \$500m and \$70.13 per participant for plans greater than \$500m.

Prospectus Delivery:

Employer agrees to accept delivery of prospectuses for the selected investment options through the Plan Sponsor section of the Empower Web site - www.empower-retirement.com.

Fiduciary Disclosures

Advised Assets Group (AAG):

If Advised Assets Group, LLC provides services to the Plan under an agreement with Plan Sponsor, it may be a fiduciary and Registered Investment Advisor to the Plan to the extent provided in such agreement.

Empower:

Empower is not acting as a fiduciary for this plan



Investments

Mutual Fund Expense Ratio:

The Service Provider has entered into agreements with certain funds (or their service providers including advisors, administrators or transfer agents, and underwriters) whereby the Service Provider provides shareholder and/or distribution services and receives compensation from the funds (or their service providers) based on the value of the plan's investment in the funds. This compensation may include fees for administrative and other expenses and/or fees paid under a plan of distribution under SEC Rule 12b-1 ("12b-1 fees"). The fees received by the Service Provider are included in the expense ratio described in the applicable fund's prospectus or similar disclosure document, and reduce the fund's net asset value (NAV). Generally, fees and expenses included in the fund's expense ratio are deducted at regular intervals based on a percentage of the fund's average daily net assets.

Redemption Fees:

Redemption fees are charged by mutual fund companies to discourage investors from making a short-term "round trip" (i.e., a purchase, typically a transfer, followed by a sale within a short period of time). Many mutual fund companies will impose the fee upon the purchase and subsequent sale occurring within a specified time frame. Please refer to your mutual fund prospectuses for specific redemption fee details.

Additional Fund Compensation:

Great-West Life & Annuity Insurance Company receives payments from some investment fund families through the Empowering Fund Partnership Program ("EFPP"). Under the EFPP, fund families receive several services based on the EFPP tier in which they participate. These services are provided directly to fund families and include: (i) consideration for inclusion in Empower products developed for some segments of the retirement and IRA market, (ii) inclusion on the Empower Select investment platform, which is available in the small plan recordkeeping market, (iii) a waiver of the connectivity fee described below, (iv) enhanced marketing opportunities, (v) additional reporting capabilities, (vi) collaboration in thought leadership opportunities, (vii) access to meetings with Empower leadership, Empower staff, and the third party advisory and brokerage firms through whom Empower distributes its services, and (viii) access to conferences put on by Empower and Great-West Financial. The yearly fees for EFPP participation are \$1,000,000 for tier 1, \$500,000 for tier 2, and \$250,000 for tier 3. These fees do not vary based on an Empower client's use of the funds offered by the fund family.

For additional information about funds that participate in the fund partner program, please visit <https://docs.empower-retirement.com/advisor/Empowering-Fund-Partnership-Disclosure.pdf>.

Great-West Life & Annuity Insurance Company also receives payments from fund families through a connectivity program (the "Connectivity Program"). The Connectivity Program charges fund families for the cost of administering funds on Empower investment platforms, and for building and maintaining data connections between Empower and the fund family. In 2019, the Connectivity Program charges \$1,000 per investment fund used on recordkeeping and IRA investment platforms. Beginning in May 2019, if a retirement plan begins receiving recordkeeping services through Empower's small plan recordkeeping segment, and the plan offers a fund from a fund family that does not participate in the Connectivity Program or the EFPP, then Empower will assess a supplemental, separate investment access fee to the plan. Depending on the level of investment in the non-participating fund family, the investment access fee charge may be more or less than the fees received under the Connectivity Program from the fund family.

For additional information about funds that participate in the Connectivity Program, please visit <https://docs.empower-retirement.com/advisor/Empowering-Fund-Partnership-Disclosure.pdf>.

Investment Access Fee:

Empower charges an investment access fee if the plan's fiduciary selects a fund for the plan's investment lineup from a fund provider that does not participate in Empower's fund connectivity program, under which the fund provider compensates Empower or its related companies for costs associated with providing and maintaining the fund on investment platforms. The investment access fee is an annual fee shown in this document, billed directly to the Plan Sponsor on a quarter basis.

General Account Fund and Guarantee Provisions:

General Account crediting rates are net of cost of capital and expenses, fund and guarantee provisions and any contract series charge, to the extent applicable.



Cost of Capital is the return Great-West Life & Annuity Insurance Company of New York (Great-West) earns on Great-West capital. Great-West is required by regulators to hold capital for the purpose of ensuring Great-West can meet all of its obligations associated with the General Account Fund. The amount of Great-West's capital and required return will fluctuate over time based on regulatory requirements, capital market conditions and the competitive environment.

The Fund Provision covers the range of investment expenses that are netted from the crediting rate, such as investment and operating expenses. The Fund Provision is calculated annually in aggregate for all General Account fixed funds offered by Great-West and does not reflect any product or plan specific underwriting adjustments.

The Guarantee Provision covers the range of insurance expenses that are netted from the crediting rate, such as asset defaults, cost of insurance guarantees, and other expenses. The Guarantee Provision is calculated annually in aggregate for all General Account fixed funds offered by Great-West and does not reflect any product or plan specific underwriting adjustments.

A Contract Series Charge may apply to the general account option selected by the plan sponsor. This charge will be explicitly described in the Great-West Investments Fixed Account group annuity contract and is meant to cover expenses related to contract administration, investment management and other services that are provided to the plan pursuant to a separate agreement with the plan. There may be an adjustment to the credited interest rate which is used to reduce the amount for plan recordkeeping/administration services that would otherwise be charged to the plan.

For more information on the General Account Fixed Funds, including termination options, please see your Group Annuity Contract.



Affiliates and Subcontractors

We are required to disclose certain fees paid between Empower and its related parties (affiliates and subcontractors). This includes compensation paid in connection with the services Empower or its affiliates have agreed to provide to the plan, if the compensation is set on a transaction/incentive basis (such as commissions, soft dollars, or finder's fees) or if the compensation is charged directly against a plan investment and reflected in the investment's net value.

The fees disclosed are not in addition to previously disclosed fees; rather, this information is intended to increase transparency about how Empower uses the fees it receives.

Affiliates:

The following entities are affiliates of the Recordkeeper, in that they directly or indirectly control, are controlled by, or are under common control with the Recordkeeper. These affiliates may receive fees from the plan, or from the Recordkeeper or another affiliate for performing certain services for the plan.

Refer to the Itemized Services and Cost section for details regarding affiliate payments.

GWFS Equities, Inc. is an affiliate that receives payments from the Investment Provider. Payments are first paid to GWFS Equities, Inc. which in turn pays the Recordkeeper.

Great-West Capital Management, LLC is an affiliate that receives payments from the Investment Provider.

Great-West Funds, Inc. is an affiliate that receives payments from the Investment Provider.

Affiliates: The following are affiliates of Empower, but not all Empower affiliates may pertain to your Plan.

- Advised Assets Group, LLC
- GWFS Equities, Inc.
- EMJAY Corporation
- FASCore, LLC
- Great-West Capital Management, LLC
- Great-West Funds, Inc.
- Putnam Investment Company
- Great-West Trust Company, LLC
- Great-West Life & Annuity of New York

Subcontractors:

A subcontractor is any person or entity that is not an affiliate of the Recordkeeper and that is expected to receive \$1,000 or more in compensation for performing one or more services for your Plan under a contract or arrangement with the Recordkeeper. All such subcontractors that receive the specific types of compensation described above are included. All such subcontractors, if any, are listed in the table below, along with the service they provide.

Please refer to the Itemized Services and Cost section for details regarding subcontractor payments.

Company Subcontractor	Service Provided
QDRO Consultants	Plan administration services - QDRO review services



Name of Agent, Broker, Consultant: Carrie Desjardins

Name of Plan/Group Contractholder: Gaines Charter Township 401(a) and 457(b) Retirement Plans

Part A: Recommendation and Disclosure (to be completed by Agent, Broker, Consultant)

I, Carrie Desjardins, am the agent/broker in this transaction and have provided information to the plan for its selection of Great-West Life & Annuity Insurance Company ("Great-West") and its affiliate GWFS Equities, Inc. ("GWFS") (collectively, "Great-West") for recordkeeping services for the above plan as evidenced by the Plan and its Sponsor's application, dated _____. All charges that will be incurred as a result of operating the Plan are outlined in the Services Agreement or Fee Schedule. My relationship with Great-West is that of Agent/Broker and as a matter of practice, Great-West does not restrict my ability to recommend other products and services.

Part B: Verification of completed Selling Agreement

- | | | |
|---|------------------------------|-----------------------------|
| 1. Is Broker of record registered with a Broker/Dealer? | ☐ Yes | ☐ No |
| 2. Is Broker of record appointed with Great-West? | ☐ Yes | ☐ No |
| 3. Does Great-West maintain an active selling agreement with the Broker/Dealer? | ☐ Yes | ☐ No |
- If yes, Broker/Dealer name: Burnham & Flower Insurance Group Account number: _____

If you answered "No" to #1 above, Great-West may continue case installation. If you answered "Yes" to #1 and #3 above, Great-West may continue case installation. If you answered "No" to #2 above, Great-West must halt case installation; please contact PSOnBoarding@greatwest.com to request an appointment form. If you answered "Yes" to #1 but "No" to #3 of the above, a selling agreement must be signed by the broker of record's sponsoring Broker/Dealer before case installation can take place.

According to an Agreement between Burnham & Flower Insurance Group and Great-West, the commissions are outlined on the Schedule below. The Agreement more formally describes these commissions.

Part C: Commission Schedule for Broker/Dealer:

Based on Account Value equal to 0.45% annualized paid on a monthly basis

In the event the plan terminates or moves within 12 months from the date of this agreement, Broker/Dealer will immediately return the full amount of the flat sum commission promptly to GWFS or its affiliate, Great-West. Broker/Dealer also agrees that this flat sum commission will be returned in full, promptly upon written request from GWFS, or its affiliate Great-West, if plan does not fund within sixty (60) days from the date of this agreement. **Additional compensation may be paid based upon accumulated volume of business. However, none of this compensation is directly attributable to the Plan.**

As the Agent/Broker/Consultant, I hereby certify that all commission information is correct to the best of my knowledge, I attest that I have disclosed to the Plan/Group Contractholder all commissions payable to me, including those not described in this Disclosure Statement. I further attest that I have disclosed all available fee adjustments to the plan and the impact to my commission, if any. I affirm that I have read and complied fully with all of the rules in Prohibited Transaction Exemption 84-24, if applicable, allowing these commissions to be paid to me and will comply while eligible to receive commissions from Great-West.

Part D: Acknowledgement of Receipt of Disclosure Information (to be completed by Authorized Plan Representative)

On the date indicated below, I acknowledge receipt of this completed Disclosure Statement, and I approve the proposed transaction on behalf of the Plan and direct Great-West to pay commissions as outlined above. I further represent that: 1. The Authorized Plan Representative shall be solely responsible for monitoring the performance of Agent/Broker/Consultant and determining the reasonableness of Agent/Broker/Consultant's ongoing fees; 2. The services provided by Agent/Broker/Consultant are necessary for the Plan and are not the legal obligation of the employer sponsoring the Plan; 3. After due deliberation and informed discussion with Agent/Broker/Consultant, I believe that the compensation received by Agent/Broker/Consultant under this Agreement is reasonable for the services provided by Agent/Broker/Consultant; 4. The Authorized Plan Representative's execution, delivery, and performance of this Agreement and any other agreements with respect to compensation does not and will not (i) violate in any material respect any law or regulation (including without limitation, any provision of ERISA or the Internal Revenue Code of 1986, as amended) or (ii) constitute, directly or indirectly a non-exempt prohibited transaction (including without limitation, the receipt of fees contemplated herein) within the meaning of section 4975 of the Code or section 406 of ERISA; and 5. Agent/Broker/Consultant is not an affiliate of the Plan or Plan sponsor.



Gaines Charter Township 401(a) and 457(b) Retirement Plans (continued)
Signature Page

By signing this signature page, the Plan Sponsor, Broker and any other signatories certify that they have received, read and understand this proposed Fee Schedule and Disclosure Statement. All parties understand the proposal assumptions stated above determine the plan's expenses. A change to the assumptions will cause expenses and fees to also change Plan Sponsor understands and agrees to all services and fees identified in this Fee Schedule and agrees to pay all fees according to the Service Agreement to which this Fee Schedule applies. The Plan Sponsor further understands that all payroll deduction and matching contributions will be remitted electronically using the Plan Service Center system. Contributions received using any other method will be returned unallocated for resubmission via the Plan Service Center and will not be considered plan assets until such resubmission. Plan Sponsor also understands that no payroll deduction contributions may be withheld until there is a signed Plan Document in place and no contribution or transfer of assets will be accepted earlier than 15 days from the receipt and acceptance of the Client Application in Greenwood Village, CO.

The Plan Sponsor directs Empower to reflect the Advisor and Firm below as the Plan's financial advisor on its recordkeeping system and to provide plan data upon request. The Plan Sponsor understands and agrees that Empower does not provide investment advice to the Plan, the Plan Sponsor or the Advisor regarding Plan investment options.

I agree any changes to products, plan services, fees, or investment options hereafter must be made post-conversion

Plan Sponsor Signature: _____

Print Name: _____

Date: _____

Advisor/Broker Signature: _____

Print Name: _____

Date: _____

Additional Plan Information

*****Please complete upon selecting Empower as your provider*****

Legal Name of Plan:	
Plan Headquartered State:	
EIN:	
Plan Year End (MM/DD):	
Plan Contact for Conversion:	First Name: _____
	Last Name: _____
	Phone Number: _____
	Email: _____
Is the Financial Representative properly licensed to sell in Headquartered State?	Y N N/A

Core securities, when offered, are offered through GWFS Equities, Inc. and/or other broker dealers.

GWFS Equities, Inc., Member FINRA/SIPC, is a wholly owned subsidiary of Great-West Life & Annuity Insurance Company.

Empower Retirement™ refers to the products and services offered in the retirement markets by Great-West Life & Annuity Insurance Company (GWL&A), Corporate Headquarters: Greenwood Village, CO; Great-West Life & Annuity Insurance Company of New York, Home Office: White Plains, NY; and their subsidiaries and affiliates. The trademarks, logos, service marks, and design elements used are owned by GWL&A. The Great-West Family of Companies refers to products and services offered through The Great-West Life Assurance Company, London Life Insurance Company, The Canada Life Assurance Company, Irish Life Assurance Company, Great-West Life & Annuity Insurance Company, Putnam Investments, LLC, and their affiliates and subsidiary companies.



MEMO

Staff Communication-Action Required

DATE: August 10, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: New Streetlight at Coleman & Eastern

SUMMARY OF TOPIC:

The Township was contacted by a resident requesting that the streetlights located on Eastern Avenue be moved closer to the corner at Coleman, to better light that intersection.

Consumers Energy was contacted, and after reviewing the placement of existing lights, it was determined that the best solution would be to install an additional light across from Coleman, on the east side of Eastern Avenue.

BUDGET ACTION REQUIRED:

No budget action required. Total cost will be \$100. Funds exist in the 2023 budget to cover this expenditure.

STAFF RECOMMENDATION:

Staff recommends the Board adopt the resolution (supplied by Consumers Energy), granting Consumers the authority to make the change to our existing Standard Lighting Contract with Consumers, to include this new streetlight.



A CMS Energy Company

CEM Support Center

Consumers Energy, Lansing Service Center, Rm. 122, 530 W. Willow St., Lansing, MI 48906-4754

August 1, 2023

NOTIFICATION #:
1067120624

GAINES CHARTER TOWNSHIP
8555 KALAMAZOO AVE SE
CALEDONIA, MI 49316-827C

REFERENCE: EASTERN AVE AND COLEMAN, GRAND RAPIDS

Dear Valued Customer,

Thank you for contacting Consumers Energy for your energy needs. Please note the Notification Number above and include it on any correspondence you send. Please note the Account Number, located above the Account Name on your invoice, when submitting payment.

Enclosed for approval and signature is the original Authorization for Change and Resolution covering the replacement and/or installation of streetlight(s). You are responsible for the final restoration.

The estimated cost for your energy request is as follows:

Non Refundable Agreement for Installation of Electric Facilities:

Winter Construction Costs:

\$ -

Installation Charge:

\$ 100.00

Additional Costs

Total Estimated Cost:

\$ 100.00

Less Prepayment Received:

\$ -

Total Estimated Cost Due:

\$ 100.00

Please sign and return the original Authorization for Change and Resolution in the enclosed self-addressed envelope or email to: POBoxCEServiceRequest@cmsenergy.com. Payment in full is required before the installation can be scheduled for construction.

Please review all attached materials carefully and direct inquiries for your request to:

Tanya Gilroy at 616-251-0574



A CMS Energy Company

Dear New Electric Customer:

Thank you for your request for electric service. In order to expedite your request and meet your schedule, we have developed the following list of items requiring action by you (Customer Responsibilities). These requirements must be met before we can install your service.

CUSTOMER RESPONSIBILITIES

- 1) Service Location: A copy of our design document may be included in your customer packet. If included, your service entrance equipment should be located at the spot indicated by an "X" as shown on the design document (Form 2804). Install the meter socket 3½ - 5 feet above final grade of this location.
- 2) Meter Socket: Residential metering equipment furnished free of charge, owned and maintained by Consumers Energy includes: meters and one or two position self-contained meter sockets. Contact the company representative assigned to your notification for locations to pick-up the meter socket. For metering installations that require a three or more position self-contained meter socket, the customer will be required to purchase approved meter sockets from a distributor or supplier of their choice.
- 3) Payment: An invoice may be included in your customer packet. If included, the deposit amount on the invoice must be paid prior to installation of your service. Additional charges may apply and will be billed/or a refund issued upon completion of your service installation.
- 4) Site Conditions: The site must be within three (3) inches of final grade before we can install your service. If you have requested an underground service, you will need to clear a 12-foot wide path that is free of building materials, brush, trees, shrubs, etc, along the proposed service route to avoid delays. Our Forestry Department can provide this service for you at an additional charge. For overhead service, nominal line clearing will be provided at no charge. Any extensive line clearing may require additional charges. After your service is installed, we will backfill and place excavated earth over the trench. You are responsible for the final restoration and ensuring that the grading over the trench is at the required level.
- 5) Staking: To avoid damage, you must mark (stake) your existing private underground facilities such as: well, septic systems, sprinkler system, any underground wires, buried LPG tanks, piping, or other unusual buried facilities. These stakes must be apparent when we arrive to install the service. We cannot reimburse you for damage to facilities that are not properly staked. You do not need to stake the utilities' electric, gas or communication lines.
- 6) Mobile Home or Temporary Service: If you requested service to a mobile home or temporary electric service, you will be required to set your own pole or install a pipe for underground service in accordance with Consumers Energy specifications. Contact the Consumers Energy representative assigned to your notification for additional information.
- 7) Construction Repair: If additional line work is required to reach your location due to site conditions or other unusual circumstances, extra charges may be incurred.
- 8) ELECTRICAL INSPECTION: **YOU ARE RESPONSIBLE FOR ENSURING THAT ALL ELECTRICAL PERMITS AND INSPECTIONS ARE OBTAINED BEFORE ANY SERVICE CONNECTIONS CAN BE MADE. WIRINGS MUST COMPLY WITH LOCAL AND STATE ELECTRICAL CODES. NOTE: CAUTION SHOULD BE USED WHEN WORKING INSIDE FUSE PANEL. PANEL MAY BE ENERGIZED AFTER SERVICE IS**
- 9) Additional Charges: Underground services installed during the months of December through April may be subject to an additional charge. Unusual site conditions may also require an additional charge. These charges will be communicated to you in advance of construction.
- 10) Joint Trenching: Discounts for installation of electric and gas service in the same trench (joint trench) are applied in calculating the gas service contribution.
- 11) Usage Rate: Customers are billed at a general service rate while the structure is under construction. If the structure is a home, then the owner of the home, upon receiving a Certificate of Occupancy, should call 1-800-477-5050 to ensure the gas and/or electric rates are changed to an appropriate rate.

Please keep these procedures in a convenient location to review as we proceed with designing your service and constructing the job. If any of the characteristics of the service request are changed and not communicated to us, you may experience delays and/or additional charges.

If you have any questions regarding these requirements please direct inquiries to:

Tanya Gilroy at 616-251-0574

CEM Support Center

Consumers Energy, Lansing Service Center, Rm. 122, 530 W. Willow St., Lansing, MI 48906-4754

PLEASE RETURN THE CHECKED DOCUMENTS BELOW TO CONSUMERS ENERGY IN THE ENVELOPE PROVIDED

TO EXPEDITE SERVICE, RETURN VIA EMAIL TO:

POBoxCEServiceRequest@cmsenergy.com

☐ **AGREEMENT FOR INSTALLATION** (Please return all pages of contracts)
(Form 93, Form 94 and Form 95 - 2 Page Document Each)
(Form 861, Form 862 and Form 230 - 4 Page Document Each)

☒ **PAYMENT WITH INVOICE STUB**
(BOTTOM STUB IS REQUIRED FOR PROCESSING)

☐ **REQUEST FOR ELEVATED CUSTOMER DELIVERY PRESSURE**

☒ **STANDARD LIGHTING CONTRACT**
(MUST BE CERTIFIED BY CLERK)

☐ **SIGNED CUSTOMER ATTACHMENT PROGRAM (CAP) CONTRACT**
(PLEASE ENSURE TO CHECK PAYMENT OPTION ON CONTRACT)

☐ **GO READY FORM (FORM 1250)**
TO EXPEDITE SERVICE, RETURN VIA EMAIL TO:
POBoxCEServiceRequest@cmsenergy.com

☐ **SITE READY PHOTO(S)**
TO EXPEDITE SERVICE, RETURN VIA EMAIL TO:
POBoxCEServiceRequest@cmsenergy.com

☐ **OTHER:**

NOTIFICATION REFERENCE NUMBERS

ELECTRIC SERVICE NOTIFICATION:	
GAS SERVICE NOTIFICATION:	
ELECTRIC OH DISTRIBUTION NOTIFICATION:	
ELECTRIC UG DISTRIBUTION NOTIFICATION:	
GAS MAIN NOTIFICATION:	
STREETLIGHT NOTIFICATION:	1067120624



GAINES CHARTER TOWNSHIP
8555 KALAMAZOO AVE SE
CALEDONIA MI 49316-8270

Amount Due: \$100.00
Please pay by: August 15, 2023

Invoice Number	9325300079
PO Number	
PO Date	
Bill Date	08/01/23

Account: 3000 2134 0355

▶ EASTERN AVE AND COLEMAN GRAND RAPIDS - ELECTRIC UTILITY INSTALLATION - NOTIFICATION NUMBER (S):
1067120624 -

NONENERGY INVOICE

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
Electric Streetlights-CIAC	1.0 EA	\$100.00	\$100.00
TOTAL DUE:			\$100.00
See Page 2 for Payment Options.			
Consumers Energy is regulated by the Michigan Public Service Commission, Lansing, Michigan			

INVOICE QUESTIONS - Contact: Tanya Gilroy -616-251-0574 -

Fold, detach and mail this stub with your check made payable to Consumers Energy. Please write your account number on your check.



CONSUMERS ENERGY
CEM Support Ctr - Lansing RM 122
530 W Willow St
Lansing, MI 48906-4754

PREPAYMENT REQUEST

Account: 3000 2134 0355

Amount Due: \$100.00
Please pay by: August 15, 2023
Enclosed:

6 330034441922 000000100008 0000 2056 4 300021340355 H

Ways to pay your nonenergy bill:



Same-day payment
ConsumersEnergy.com

Discover® MasterCard®
Visa® or eCheck



Same-day payment
866-329-9593

Discover® MasterCard®
Visa® or eCheck



By mail
Check, money order

Consumers Energy
Payment Center
P.O. Box 740309
Cincinnati, OH 45274 0309



In person
Cash, check, card
or money order

Varies by authorized payment location
Fee may apply



**AUTHORIZATION FOR CHANGE IN STANDARD LIGHTING
CONTRACT(COMPANY-OWNED) FORM 547**

Contract Number: 103030677407

Consumers Energy Company is authorized as of _____ by the Charter Township of GAINES, to make changes, as listed below, in the lighting system(s) covered by the existing Standard Lighting Contract between the Company and the Charter Township of GAINES, dated 4/1/2018.

Lighting Type: General Unmetered Light Emitting Diode Lighting Rate GU-LED

Except for the changes in the lighting system(s) as herein authorized, all provisions of the aforesaid Standard Lighting Contract dated 4/1/2018 shall remain in full force and effect.

Notification Number(s): 1067120624

Comments:

Charter Township of GAINES

By: _____

(Signature)

(Printed)

Its: _____

(Title)

This Agreement may be executed and delivered in counterparts, including by a facsimile or an electronic transmission thereof, each of which shall be deemed an original. Any document generated by the parties with respect to this Agreement, including this Agreement, may be imaged and stored electronically and introduced as evidence in any proceeding as if original business records. Neither party will object to the admissibility of such images as evidence in any proceeding on account of having been stored electronically.

RESOLUTION

RESOLVED, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the Charter Township of GAINES, dated 4/1/2018, in accordance with the Authorization for Change in Standard Lighting Contract dated _____,

heretofore submitted to and considered by this ☐ commission ☐ council ☐ board; and

RESOLVED, further, that the _____ Clerk be and are authorized to execute such authorization for change on the behalf of the Charter Township.

STATE OF MICHIGAN
COUNTY OF KENT

I, _____, clerk of the Charter Township of GAINES do hereby certify that the foregoing resolution was duly adopted by the

☐ commission ☐ council ☐ board of said municipality, at the meeting held on _____.

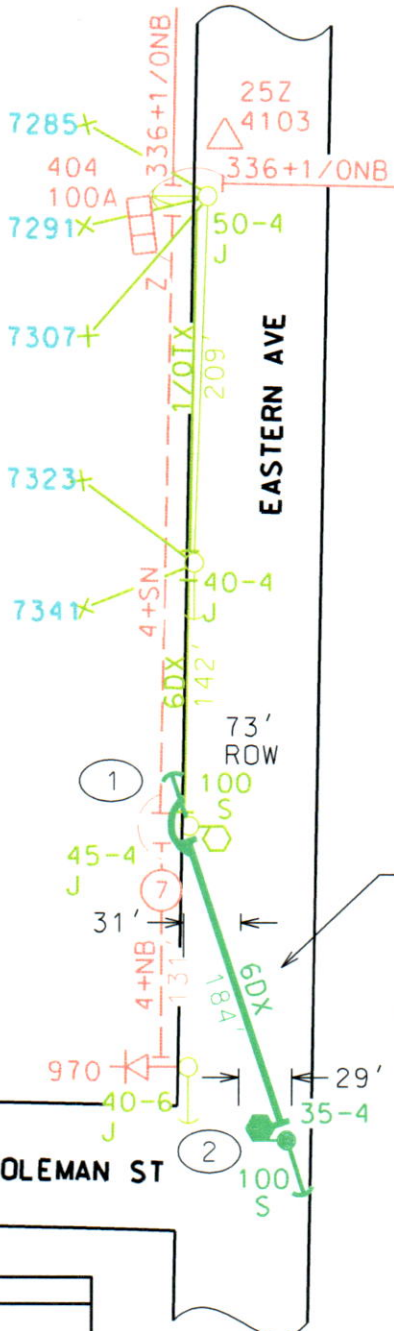
Dated: _____

Municipal Customer Type: Charter Township

GENERAL UNMETERED LIGHT EMITTING DIODE LIGHTING RATE GU-LED

- (1) 40 watt LED Cobrahead NA to Install at location 2;

SOURCE ↑



1
INSTALL
6DX DE
FIGURE 23-302-1 DETAIL A
11K-P-6'-RS
FIGURE 22-405-1 DETAIL A

MISS DIG System, Inc.
1-800-482-7171



2
INSTALL
35-4
6DX DE
FIGURE 23-302-1 DETAIL A
11K-P-6'-RS
FIGURE 22-405-1 DETAIL A
40W LED
16' BRKT, 25' MOUNT HT
FIGURE 42-103-1

METER ORDER NUMBER		METER NUMBER			
READ		METER LOCATION		EASTERN AVE AND COLEMAN	
				CM NO.100007279018	
CONSUMERS ENERGY CONTACTS			ORDER TYPE	MAT. TYPE	NOTIFICATION NUMBER
DEPARTMENT	NAME	NUMBER	ECNC	STL	1067120624
COORDINATOR	TANYA GILROY	616-251-0574			
DESIGNER	MATT ALTENA	616-530-4254			
CE STAKING REQ'D	☒ Yes ☐ No	TLM NUMBER	# OF RODS	OHMS	JOB PURPOSE:
FORESTRY REQ'D	☐ Yes ☒ No	05110741			NEW STREETLIGHT FOR AN INTERSECTION
 A CMS Energy Company ELECTRIC		SUBSTATION		WD NO.	
		CUTLERVILLE		0665	
CIRCUIT		CKT NO.		UPSTREAM SECTIONALIZING DEVICE:	
GAINES		04		404-100A	
				LOCATION:	
				TWO POLES NORTH	
SHEET A	SHEET 1 OF 1	SCALE 1"=100'	KENT CO GAINES TWP T 05N R 11W SEC. 07		



MEMO

Staff Communication-Action Required

DATE: August 10, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: Road Closure Request

SUMMARY OF TOPIC:

The Township was contacted by Laurie Tamburrino, requesting permission to close Cornerstone Road off of 68th Street from 1PM to 6PM. September 16, 2023. The purpose of the closure is for a neighborhood block party.

They are not requesting to close the entire length of the street, however at this time they are not sure what section would be closed as the event isn't until mid-September and they are still receiving RSVP's.

Ms. Tamburrino assured all households affected by the closure have been/will be contacted, and alternative parking will be available, so no resident is unable to get to their home.

This is an annual event which has been held on Crystal Stone Ct. cul-de-sac in the past; this year the invitation list has been increased to include all neighboring streets, so they are anticipating a much larger neighborhood participation.

BUDGET ACTION REQUIRED: NONE

STAFF RECOMMENDATION:

Staff recommends the Board approve the closure. Staff will coordinate the closing with the Road Commission, Sheriff Dept., and Dutton Fire.



8555 Kalamazoo Ave., SE
Caledonia, MI 49316

www.gainestownship.org

Phone: 616-698-6640
Fax: 616-698-2490

September 8, 2023

Gaines Township Board of Trustees
8555 Kalamazoo Ave SE
Caledonia, MI 49316

RE: September 11, 2023, Township Board Meeting

Township Board Members:

Greetings! I hope that this message finds you well!

The agenda for the September meeting has quite a few items listed for your consideration. There are no scheduled speakers for this meeting. There are, however, three public hearings scheduled. They are for the 2023 Public Safety Special Assessment, this is held annually, the updated Fireworks Ordinance, and the PUD Amendment for 1801 Market Place Drive.

There are several items under new business on the agenda. The Planning Commission has submitted a few items for your consideration including a re-zoning of multiple parcels on 68th Street and Division Ave, this is a first read, the PUD amendment for Market Place Drive, and a text amendment for the Office Service – Neighborhood Commercial zoning.

You will be asked to consider the Township Millage Rate and the Public Safety Special Assessment Millage rate for 2023. These rates need to be submitted to the County by the end of September. They will also be utilized for projections in the 2024 budget.

At the beginning of the meeting, the Madrigals from South Christian High School will join us to help commemorate the anniversary of September 11. We appreciate their willingness to come to the meeting for this special occasion.

If you should have any questions about the agenda packet, please be sure to let me know.

Best regards,

A handwritten signature in blue ink, appearing to read "Rod Weersing", is written over a circular blue ink stamp. The stamp contains the text "GAINES CHARTER TOWNSHIP" around the perimeter.

Rod Weersing
Township Manager



CHARTER TOWNSHIP OF GAINES
MEETING LOCATION: 8555 Kalamazoo Ave., SE,
Caledonia, MI 49316

Township Board of Trustees Meeting

“PRELIMINARY AGENDA”

MONDAY- September 11, 2023

Time: 7:00 PM

1. Opening Prayer ~ L Lemke
2. Pledge of Allegiance ~ R DeWard
[SOUTH CHRISTIAN MADRIGALS WILL SING THE NATIONAL ANTHEM](#)
3. Call to Order and Attendance ~ R DeWard
4. Declaration of Conflict of Interest
5. Review of Consent Agenda ~ *items must be removed from the consent agenda in order to be discussed*
6. Approval of Agenda
7. Communications ~ Informational items ~ *letters, reports, updates, etc.*
 - a. August 2023 Bldg. Dept. Revenue Report
 - b. August 2023 Dutton Fire Report
 - c. August 2023 Cutlerville Fire Report
 - d. August 2023 Community Policing Officer's Report
 - e. Treasurer's Financial Report
8. Scheduled Speakers
9. Public Comments – *Public may speak regarding anything on the agenda which is NOT scheduled for a public hearing (comments limited to 3 minutes per speaker)*

10. Public Hearings

- a. 2024 SAD Public Hearing**
- b. Fireworks Ordinance Public Hearing**
- c. 1801 Market Place Drive – PUD Amendment**

11. Consent Agenda:

a. Minutes ~ August 14, 2023

b. Check Registers for month of August 2023

i. General Fund (101):	\$ 93,336.33
ii. Public Safety SAD (205):	\$ 126,666.14
iii. Building Inspections (549):	\$ 11,662.66
iv. Water and Sewer (590 & 591):	\$ 479,137.79
TOTAL OF ALL FUNDS:	\$710,802.92

12. New Business

- a. Consider** ~ Rezoning of multiple parcels on 68th Street & Division Ave 1st Read
- b. Consider** ~ 1801 Market Place Drive – PUD Amendment
- c. Consider** ~ Fireworks Ordinance Amendment
- d. Consider** ~ SURF Internet Metro Act Application
- e. Consider** ~ Streetlight at the corner of Coleman and Eastern
- f. Consider** ~ Office Service – Neighborhood Commercial Zoning Text Amendment
- g. Consider** ~ 6965 Crystal View – Utility Bill Relief
- h. Consider** ~ 1166 60th Street - Utility Bill Relief
- i. Consider** ~ Townships Millage Rate for 2023
- j. Consider** ~ Public Safety Special Assessment SAD rate for 2023
- k. Discussion** ~ Formation of Special Committee regarding termination of the Intergovernmental Agreement with Byron Township/Cutlerville Fire

13. Public Comments ~ *On any topic (comments limited to 3 minutes per speaker)*

14. Manager's Comments

15. Supervisors Comments

16. Trustee Comments

**NEXT SCHEDULED BOARD OF TRUSTEES MEETINGS: September 25, 2023 ~ 5:30PM,
October 9, 2023 ~ 7:00 and October 23, 2023 ~ 7:00PM**

ANY INTERESTED PERSONS ARE INVITED TO ATTEND AND PARTICIPATE IN ALL TOWNSHIP BOARD OF TRUSTEE MEETINGS. PERSONS WITH DISABILITIES NEEDING ANYT SPECIAL ACCOMMODATIONS SHOULD CONTACT THE TOWNSHIP OFFICES ONE WEEK PRIOR TO THE MEETING TO REQUEST MOBILITY, VISUAL OR ANY OTHER ASSISTANCE.

Preliminary Agenda – Subject to Change

The contents of supporting documents (such as text, graphics, images, information, and references) are created and supplied by the author.



Revenue Breakdown Report

Page: 1 of 27

09/01/2023

Filter: All Records, Transaction.DateToPostOn Between 8/1/2023 12:00:00 AM AND 8/31/2023 11:59:59 PM

Unit Totals		
Unit Name	Records	Revenue
	190	50,303.95
TOTAL	190	50,303.95

Record Type Totals		
Unit:	Records	Revenue
Name	1	25.00
Permit	189	50,278.95
UNIT TOTAL:	190	50,303.95

Record Type Breakdowns		
Unit:		
Record Type: Name	Records	Revenue
	1	25.00
TOTAL:	1	25.00

Record Type: Permit	Records	Revenue
Building	32	24,077.00
Deck	7	820.00
Electrical	38	7,440.00
Irrigation Meter	2	180.00
Mechanical	58	10,352.95
Mobile Home Building	3	390.00
Plumbing	33	5,549.00
Residential Roofing	13	1,170.00
Storm Drain	2	170.00
Swimming Pool	1	130.00
TOTAL:	189	50,278.95

Incidents by District/Zone

Jan 01, 2022 12:00 AM to Sep 06, 2023 05:11 PM

District/Zone	2023									2023		2022		YTD % Change
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
Byron Twp Fire - Byron Twp	0	2	1	0	0	1	0	0	0	4	1%	0	N/A	N/A
Caledonia Township	2	3	0	2	0	0	0	2	1	10	2%	0	N/A	N/A
Cascade Township	0	0	0	1	0	0	0	0	0	1	0%	0	N/A	N/A
Cutlerville - Byron Township	2	3	0	1	0	6	4	1	0	17	3%	0	N/A	N/A
Cutlerville - Gaines Township	6	6	8	5	10	13	14	7	4	73	13%	0	N/A	N/A
Kentwood	3	1	1	0	2	3	1	3	1	15	3%	0	N/A	N/A
Leighton Township	1	0	0	0	2	0	2	0	0	5	1%	0	N/A	N/A
Zone 01S - Dutton	3	1	1	1	0	0	2	1	3	12	2%	0	N/A	N/A
Zone 02S - Dutton	8	9	9	5	8	8	12	6	2	67	12%	0	N/A	N/A
Zone 03S - Dutton	6	4	10	5	5	11	8	7	1	57	10%	0	N/A	N/A
Zone 04S - Dutton	13	12	7	9	8	15	7	15	4	90	16%	0	N/A	N/A
Zone 05S - Dutton	0	0	0	0	0	0	0	0	1	1	0%	0	N/A	N/A
Zone 06S - Dutton	2	7	4	1	4	2	1	3	0	24	4%	0	N/A	N/A
Zone 07S - Dutton	5	4	5	4	6	3	3	3	0	33	6%	0	N/A	N/A
Zone 08S - Dutton	3	1	4	3	1	1	0	2	1	16	3%	0	N/A	N/A
Zone 09S - Dutton	7	7	8	3	8	6	6	5	1	51	9%	0	N/A	N/A
Zone 11R - Dutton	0	0	1	1	0	0	0	0	0	2	0%	0	N/A	N/A
Zone 12R - Dutton	0	1	2	0	2	1	0	0	0	6	1%	0	N/A	N/A
Zone 13R - Dutton	1	1	1	0	1	0	1	1	0	6	1%	0	N/A	N/A
Zone 14R - Dutton	0	1	1	0	3	1	0	1	0	7	1%	0	N/A	N/A
Zone 15R - Dutton	0	1	0	2	0	1	2	1	0	7	1%	0	N/A	N/A
Zone 16R - Dutton	0	0	2	0	2	1	0	3	0	8	1%	0	N/A	N/A
Zone 17R - Dutton	0	1	1	0	0	0	1	0	0	3	1%	0	N/A	N/A
Zone 18R - Dutton	0	0	0	1	0	0	0	0	1	2	0%	0	N/A	N/A
Zone 19R - Dutton	3	1	1	0	0	1	0	0	1	7	1%	0	N/A	N/A
Zone 20R - Dutton	1	0	1	3	2	0	1	1	0	9	2%	0	N/A	N/A
Zone 21R - Dutton	0	1	1	1	1	2	1	0	0	7	1%	0	N/A	N/A
Grand Total	66	68	71	48	67	77	69	64	21	551	100%	0	100%	N/A

	2023										2023		2022		
District/Zone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep		Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	YTD % Change
Zone 22R - Dutton	0	1	1	0	1	0	0	0	0		3	1%	0	N/A	N/A
Zone 23R - Dutton	0	0	1	0	1	1	3	2	0		8	1%	0	N/A	N/A
Grand Total	66	68	71	48	67	77	69	64	21		551	100%	0	100%	N/A

Incidents by Category and Month

Jan 01, 2022 12:00 AM to Sep 06, 2023 05:12 PM

Incident Type Category	2023										2023		2022		YTD % Change
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep		Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
1 - Fire	3	2	1	1	8	7	5	1	1		29	5%	31	6%	-6.45%
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	0	1	0	0	0	0	0	0	0		1	0%	2	0%	-50%
3 - Rescue & Emergency Medical Service Incident	39	46	54	33	42	45	39	36	10		344	62%	322	65%	6.83%
4 - Hazardous Condition (No Fire)	1	4	1	2	1	2	0	3	0		14	3%	9	2%	55.56%
5 - Service Call	4	3	5	2	3	4	3	2	0		26	5%	25	5%	4%
6 - Good Intent Call	10	6	7	7	5	9	10	11	3		68	12%	66	13%	3.03%
7 - False Alarm & False Call	9	6	3	3	8	10	12	11	7		69	13%	41	8%	68.29%
8 - Severe Weather & Natural Disaster	0	0	0	0	0	0	0	0	0		0	0%	1	0%	-100%
9 - Special Incident Type	0	0	0	0	0	0	0	0	0		0	0%	2	0%	-100%
Grand Total	66	68	71	48	67	77	69	64	21		551	100%	499	100%	10.42%

Monthly Call Volume Year over Year

Jan 01, 2022 12:00 AM to Sep 06, 2023 05:16 PM



	2023		2022		
Month Name	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	YTD % Change
January	66	12%	72	14%	-8.33%
February	68	12%	67	13%	1.49%
March	71	13%	62	12%	14.52%
April	48	9%	42	8%	14.29%
May	67	12%	68	14%	-1.47%
June	77	14%	53	11%	45.28%
July	69	13%	71	14%	-2.82%
August	64	12%	47	9%	36.17%
September	21	4%	17	3%	23.53%
Grand Total	551	100%	499	100%	10.42%

Aid Given and Received Summary

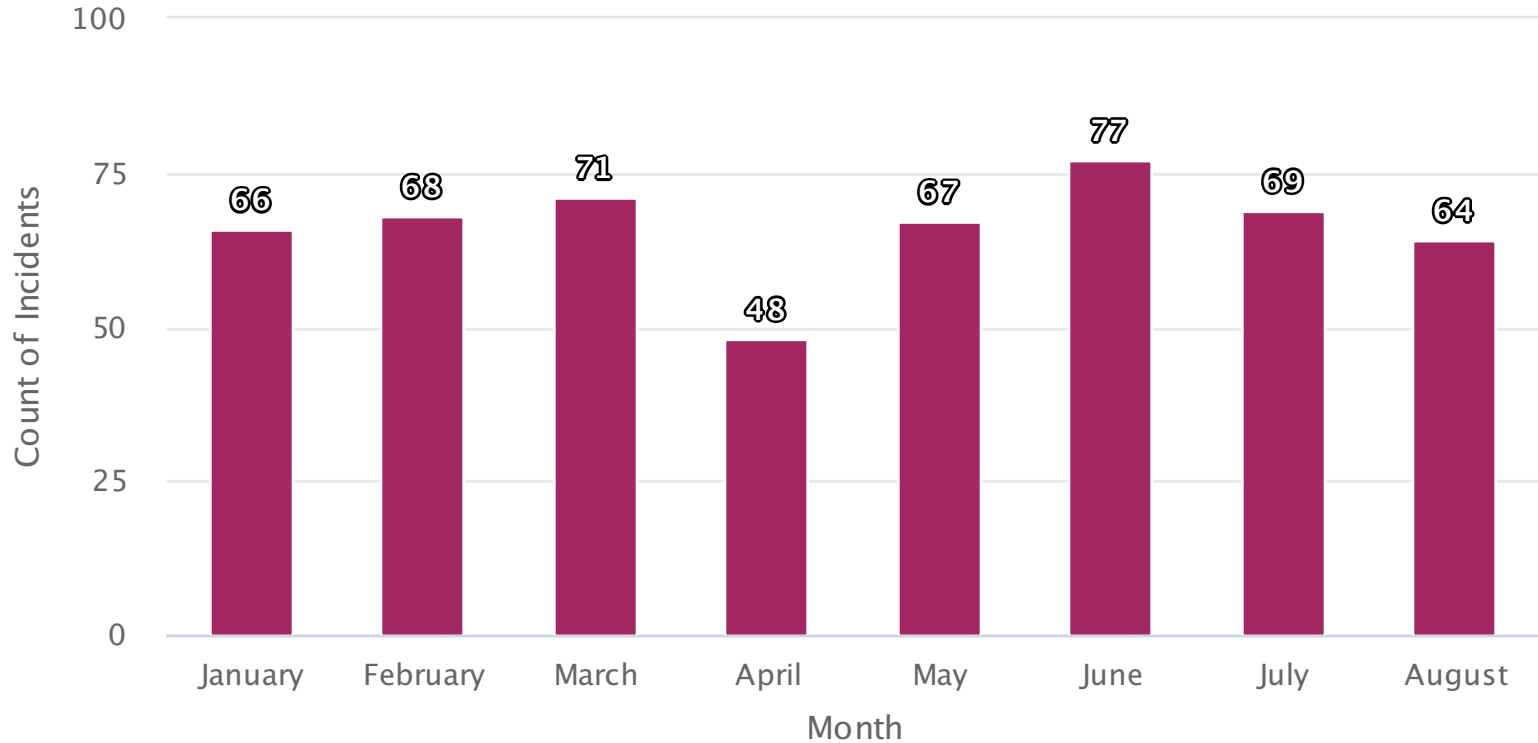
Jan 01, 2023 to Aug 31, 2023



Fire Department	Automatic Aid Given	% of Total Automatic Aid Given	Automatic Aid Received	% of Total Automatic Aid Received	Mutual Aid Given	% of Total Mutual Aid Given	Mutual Aid Received	% of Total Mutual Aid Received
Byron Township Fire Department	0	0%	0	0%	2	0%	0	0%
Caledonia Township Fire Department	1	0%	1	0%	2	0%	5	0%
Cascade Township Fire Department	1	0%	0	0%	0	0%	0	0%
City of Kentwood Fire Department	8	0%	4	0%	2	0%	2	0%
Cutlerville Fire Department	11	0%	5	0%	55	0%	1	0%
Leighton Township Fire Department	1	0%	0	0%	0	0%	0	0%
Overall	22	100%	10	100%	61	100%	8	100%

Incidents by Month

Jan 01, 2023 to Aug 31, 2023



2023

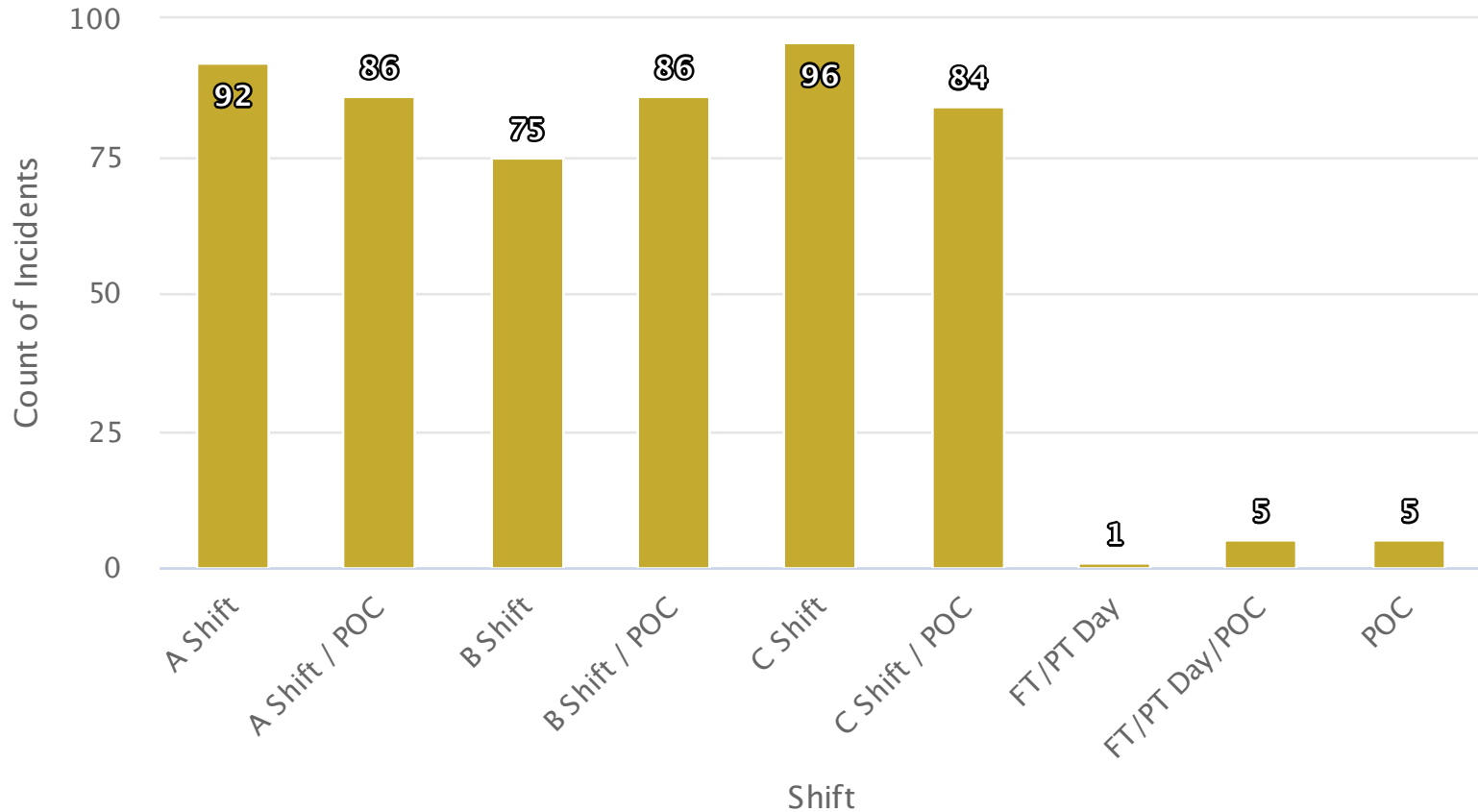
Incidents by Day and Hour

Jan 01, 2023 to Aug 31, 2023

		0000	0200	0400	0600	0800	1000	1200	1400	1600	1800	2000	2200												
Day of Week	Sunday	4	3	1	0	0	3	0	2	3	5	4	0	2	6	2	6	4	7	3	7	3	3	2	1
	Monday	0	1	4	0	0	1	3	3	4	3	3	4	5	3	6	3	3	6	4	1	1	5	2	1
	Tuesday	1	1	2	1	1	0	3	2	0	4	4	5	5	5	2	3	5	1	2	7	1	3	6	2
	Wednesday	1	1	2	3	2	0	0	2	5	7	9	4	4	8	4	7	3	3	3	7	5	2	4	4
	Thursday	3	2	1	1	1	1	0	3	5	3	4	8	5	2	6	9	2	9	6	7	3	4	4	3
	Friday	1	2	1	2	1	1	1	2	5	5	2	6	3	2	5	4	6	3	4	3	2	5	5	1
	Saturday	1	4	1	0	0	3	1	1	5	5	3	1	4	5	1	5	3	7	4	8	6	2	2	1

Incidents by Shift

Jan 01, 2023 to Aug 31, 2023



Calls in Progress

Jan 01, 2023 12:00 AM to Aug 31, 2023 11:59 PM

Calls in Progress	Occurrences	% of Occurrences	Hours	% of Hours
0 Calls In Progress	502	47.31%	5,615.28	96.28%
1 Call In Progress	529	49.86%	210.88	3.62%
2 Calls In Progress	29	2.73%	5.58	0.10%
3 Calls In Progress	1	0.09%	0.26	0%
Totals	1,061	100%	5,832	100%

Monthly Call Volume Year over Year

Jan 01, 2022 12:00 AM to Sep 06, 2023 05:01 PM



	2023		2022		
Month Name	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	YTD % Change
January	184	12%	166	11%	10.84%
February	161	10%	174	12%	-7.47%
March	192	12%	164	11%	17.07%
April	168	11%	180	12%	-6.67%
May	205	13%	216	15%	-5.09%
June	209	13%	176	12%	18.75%
July	225	14%	181	12%	24.31%
August	181	12%	177	12%	2.26%
September	36	2%	25	2%	44%
Grand Total	1,561	100%	1,459	100%	6.99%

Incidents by District/Zone

Jan 01, 2022 12:00 AM to Sep 06, 2023 05:04 PM

	2023									2023		2022		
District/Zone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	YTD % Change
B1U - Byron Township	7	0	1	1	3	1	6	0	0	19	1%	0	0%	N/A
B2U - Byron Township	29	23	22	31	36	26	42	20	3	232	15%	2	20%	11,500%
B3U - Byron Township	15	8	11	13	12	10	7	8	2	86	6%	0	0%	N/A
B4U - Byron Township	15	24	24	5	26	31	24	19	4	172	11%	0	0%	N/A
B5S - Byron Township	2	0	4	0	0	1	2	1	0	10	1%	0	0%	N/A
B6S - Byron Township	8	14	16	11	12	14	11	16	1	103	7%	0	0%	N/A
B7R - Byron Township	0	0	1	1	1	4	0	3	0	10	1%	0	0%	N/A
B8R - Byron Township	1	1	0	0	0	0	2	1	0	5	0%	0	0%	N/A
Byron Township Fire	0	4	3	0	0	2	0	1	0	10	1%	0	0%	N/A
Dutton Fire Department	1	2	1	1	0	2	2	1	0	10	1%	0	0%	N/A
G1U - Gaines Township	40	20	48	41	45	43	60	43	11	351	23%	2	20%	17,450%
G2S - Gaines Township	20	16	16	21	20	28	18	23	2	164	11%	4	40%	4,000%
G3U - Gaines Township	22	23	26	15	25	19	29	19	5	183	12%	0	0%	N/A
G4S - Gaines Township	2	4	4	7	2	6	3	4	2	34	2%	1	10%	3,300%
G5S - Gaines Township	9	14	5	11	8	9	10	6	2	74	5%	0	0%	N/A
G6S - Gaines Township	6	1	1	1	3	0	1	4	1	18	1%	0	0%	N/A
G7R - Gaines Township	1	1	4	4	4	2	2	5	2	25	2%	0	0%	N/A
G8R - Gaines Township	1	1	1	0	0	2	0	1	0	6	0%	1	10%	500%
Kentwood	3	3	3	4	8	8	4	4	0	37	2%	0	0%	N/A
Wyoming	2	2	1	1	0	1	2	2	0	11	1%	0	0%	N/A
Grand Total	184	161	192	168	205	209	225	181	35	1,560	100%	10	100%	15,500%

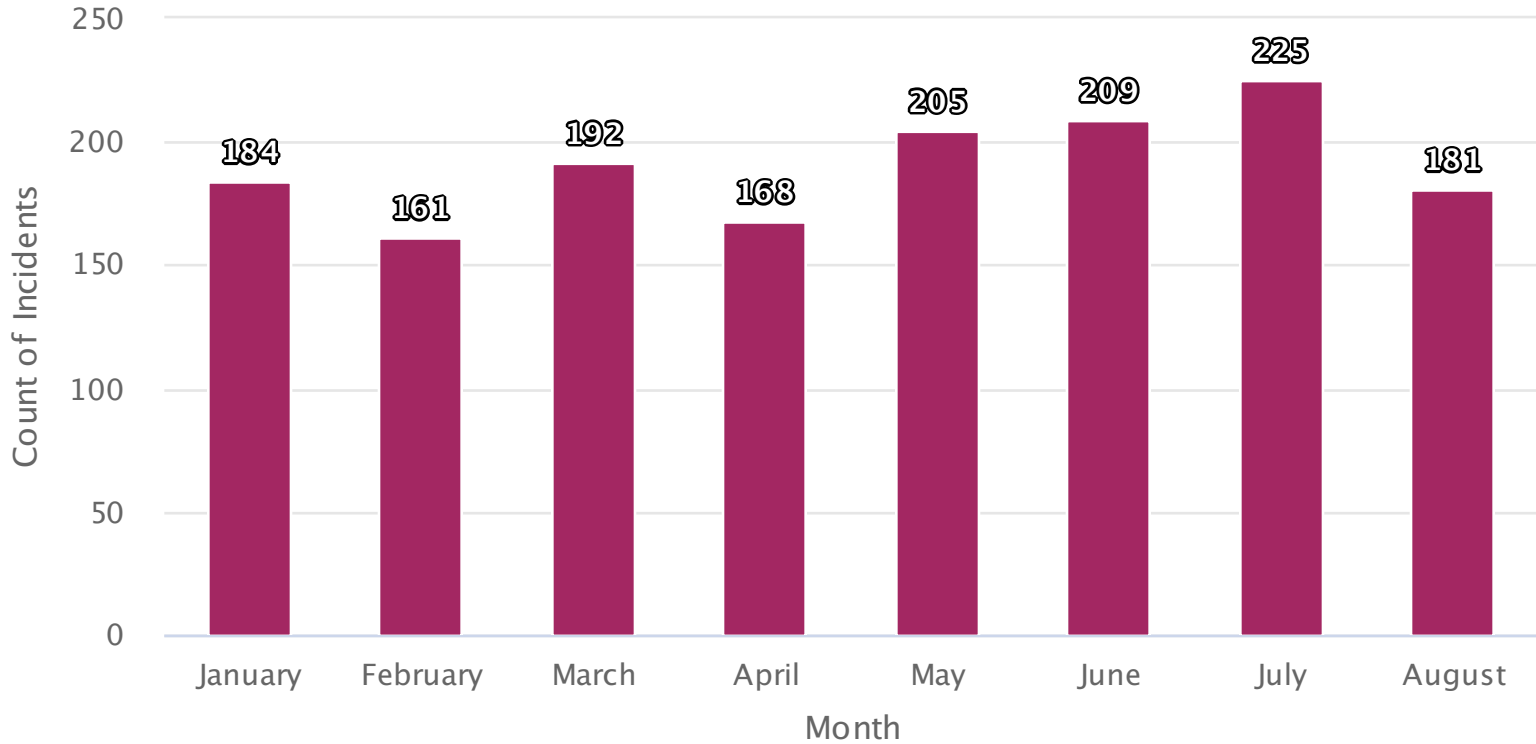
Incidents by Category and Month

Jan 01, 2022 12:00 AM to Sep 06, 2023 04:57 PM

	2023										2023		2022		
Incident Type Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	YTD % Change	
1 - Fire	3	9	2	3	9	15	9	1	1	52	3%	78	5%	-33.33%	
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	0	1	0	0	1	0	0	0	0	2	0%	1	0%	100%	
3 - Rescue & Emergency Medical Service Incident	128	115	141	127	149	145	164	124	24	1,117	72%	1,061	73%	5.28%	
4 - Hazardous Condition (No Fire)	2	4	1	3	7	2	7	6	1	33	2%	28	2%	17.86%	
5 - Service Call	4	1	2	2	2	10	2	2	2	27	2%	43	3%	-37.21%	
6 - Good Intent Call	27	12	24	21	22	18	15	22	3	164	11%	119	8%	37.82%	
7 - False Alarm & False Call	17	16	20	10	9	15	25	21	4	137	9%	126	9%	8.73%	
8 - Severe Weather & Natural Disaster	0	0	0	0	0	0	0	1	0	1	0%	3	0%	-66.67%	
9 - Special Incident Type	3	3	2	2	6	4	3	4	0	27	2%	0	0%	N/A	
Grand Total	184	161	192	168	205	209	225	181	35	1,560	100%	1,459	100%	6.92%	

Incidents by Month

Jan 01, 2023 to Aug 31, 2023



● 2023

Incidents by Shift

Jan 01, 2023 to Aug 31, 2023



Incidents by Day and Hour

Jan 01, 2023 to Aug 31, 2023

Day of Week	Hour of Day																									
	0000	0200	0400	0600	0800	1000	1200	1400	1600	1800	2000	2200	2400	0000	0200	0400	0600	0800	1000	1200	1400	1600	1800	2000	2200	2400
Sunday	10	9	8	4	3	4	3	7	8	11	13	7	9	14	8	12	11	14	10	12	11	9	7	5	3	2
Monday	4	4	11	1	5	5	6	8	11	7	10	15	15	9	13	9	7	19	15	11	12	12	8	7	5	3
Tuesday	7	3	8	5	3	4	7	7	9	9	17	8	9	14	6	9	22	9	12	17	9	12	4	7	5	3
Wednesday	6	5	2	6	2	7	4	9	9	12	14	14	13	12	8	17	11	9	10	15	10	15	11	6	5	3
Thursday	5	8	6	2	6	2	6	8	12	8	11	15	12	14	15	16	13	15	15	9	11	6	10	10	7	5
Friday	8	5	1	6	7	4	7	7	11	4	13	13	12	15	18	9	12	18	3	7	11	6	5	9	7	5
Saturday	4	10	6	4	5	4	4	6	6	8	11	13	8	17	6	8	9	9	11	12	13	9	12	7	5	3

Aid Given and Received Summary



Jan 01, 2023 to Aug 31, 2023

Fire Department	Automatic Aid Given	% of Total Automatic Aid Given	Automatic Aid Received	% of Total Automatic Aid Received	Mutual Aid Given	% of Total Mutual Aid Given	Mutual Aid Received	% of Total Mutual Aid Received
Byron Township Fire Department	4	0%	7	0%	3	0%	23	0%
City of Kentwood Fire Department	15	0%	17	0%	3	0%	2	0%
City of Wyoming Fire Department	3	0%	10	0%	3	0%	0	0%
Dutton Fire Department	5	0%	11	0%	1	0%	52	0%
Overall	27	100%	45	100%	10	100%	77	100%

Calls in Progress

Jan 01, 2023 12:00 AM to Aug 31, 2023 11:59 PM

Calls in Progress	Occurrences	% of Occurrences	Hours	% of Hours
0 Calls In Progress	1,389	45.51%	5,313.73	91.11%
1 Call In Progress	1,520	49.80%	494.56	8.48%
2 Calls In Progress	137	4.49%	23	0.39%
3 Calls In Progress	6	0.20%	0.71	0.01%
Totals	3,052	100%	5,832	100%



AUGUST 2023 GAINES TOWNSHIP CP REPORT

Michelle LaJoye-Young
SHERIFF

COMPLETED

- Held South Kent National Night Out (est. around 1500 people attended)
- Worked through a neighbor dispute on Kippen SE
- Looked into a parking issue on Shadyknoll SE
- Looked into a homeless person living in the Target parking lot on Market Place
- Met with a Social Services worker about a family in Green Meadow
- Worked with a young man on N Green Meadow on his day to day actions
- Attended the Movie in the Park here at the Township Office
- Attended a community day at Friendship CRC
- Dealt with an abandoned vehicle with management at Southwood MHP
- Assisted with barking dog issue on Kenlock SE
- Assisted with a PPO issue on Kings Crossings SE
- Looked into a barking dog issue on S Green Meadow
- Attended patrol rifle training
- Made contact with Matrix Auto for Natalie on a parking issue
- Patrol Rapids Dr in ref to parking issues
- Looked into an inoperable vehicle for Natalie on Linden near 68th
- Looked into a semi-truck parking issue on Hartman CT for Natalie
- Attended the Golden Ticket event (had several families from Gaines be able to come)
- Responded to Crystal Springs HOA about a golf cart issue
- Assisted Dutton Christian with some traffic issues around the first few days of school
- Patrolled several trails around Gaines on bicycle (had good feedback from residents)

- Participated in a back to school Shop with a Sheriff event at Dicks sporting goods on 28th St. Had several local kids come and shop
- Attended a meeting with the West Michigan Church Security Network about the upcoming conference here at Cornerstone Church
- Deployed the speed trailer to Penncross, and Crystal View Dr
- Ran an echo medical call (no pulse / not breathing) on McBrayer Ct SE that turned into a death investigation
- Dealt with a trespass issue at Aldi on Market Place
- Assisted Flint PD on a mental issue they were dealing with in reference to a Gaines resident
- Ran speed enforcement on 84th St

ONGOING / UPCOMING

- Attend Sheriff Department block training (handgun training, Critical Incident Debriefing, Defensive tactics)
- Continued trail patrols on bicycle
- Continued Rapids Dr patrols

GAINES CHARTER TOWNSHIP
LAURIE J LEMKE, TREASURER
CASH, INVESTMENTS; CD'S , MM AND POOL ACCOUNTS
July of 2023

Bank	Type	Amount	APR	Term	Maturity Date
101 GENERAL FUND					
Macatawa Checking	Ckg	\$ 2,544,166.87			
Sidewalk & Trails	Assigned	\$ 15,765.75			
CFD - Truck Fund	Assigned	\$ 400,000.00			
DFD - Truck Fund	Assigned	\$ 450,000.00			
Cemetery	Assigned	\$ 10,000.00			
Township Hall & Grounds	Assigned	\$ 59,800.00			
Division Ave. Improvements	Assigned	\$ 24,000.69			
Total General Fund Checking		\$ 3,503,733.31			

Macatawa MM Savings					
Building Department	Committed	\$ 1,778,327.00			
Streetlights	Committed	\$ 56,622.00			
GF Investment		\$ 814,053.46			
Interest Paid to Date		\$ 54,701.99			
	127409	\$ 2,703,704.45	3.82		

Investments					
Kent Co. Pool - General	Pooled	\$ 383,404.85	3.02		
Michigan Class	Pooled	\$ 890,818.58	5.27		
CIBC	CD	\$ 550,000.00	5.20 365 Days		6.4.2024
Consumers Credit Union	CD	\$ 302,926.73	4.50 18 Mos.		10.4.2024
		\$ 2,127,150.16			

GENERAL FUND TOTAL \$ 8,334,587.92

Kent Co. Pool - ARPA Funds Pooled \$ 2,931,387.74 3.03

DIVISION AVE CORRIDOR	\$ 15,586.06
TRUST & AGENCY	\$ 278,602.27
TAX FUND	\$ 2,247,142.28
PETTY CASH	\$ 279.62

WATER & SEWER					
Bank		Amount	APR	Term	Maturity Date
Macatawa Bank	Checking	\$ 3,974,318.57		3.82	
Kent Co. Pool	Pooled	\$ 9,393,976.47		3.02	
Michigan Class	Pooled	\$ 1,621,548.43		5.16	
Consumers Credit Union	Share	\$ 27.74			
Consumers Credit Union	MMM	\$ 363,111.38		3.50	
Huntington Investments	Meeder PF	\$-			
CIBC USA Bank	CD	\$ 1,000,000.00	4.95 98 Days		8.10.2023
Horizon	CD	\$ 1,060,054.29	4.84 150 Days		9.14.2023
Flagstar Bank	CD	\$ 250,507.14	3.50 12 Months		10.2.2023
Mercantile Bank of MI	CD	\$ 251,012.70	2.10 365 Days		10.20.2023
Flagstar Bank	CD	\$ 1,005,196.32	4.74 180 Days		11.7.2023
Flagstar Bank	CD	\$ 250,506.96	4.69 12 Months		1.5.2024
Macatawa Bank	CD	\$ 750,000.00	3.15 15 Months		2.16.2024
Grand River Bank	CD	\$ 302,862.92	4.65 12 Months		4.3.2024
West MI Community Bank	CDars	\$ 305,361.04	4.00 52 Weeks		4.4.2024
Choice One Bank	CD	\$ 251,422.02	4.33 12 Months		4.9.2024
Choice One Bank	CD	\$ 1,002,774.76	5.13 12 Months		6.1.2024
West MI Community Bank	CDars	\$ 509,065.58	4.75 52 Weeks		6.6.2024
First National Bank of A	CD	\$ 512,744.55	4.40 18 Months		12.17.2024
Restricted W&S Fees	Committed	\$ 22,804,490.87			

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR 7:00 PM MEETING
August 14, 2023**

Present: Supervisor DeWard, Clerk Brew, Trustees Haagsma, Fryling (tardy 7:15pm), Terpstra, Vander Stel

Absent with notice: Treasurer Lemke

Opening prayer was given by Board Member DeWard and the Pledge of Allegiance was recited

1. The meeting was called to order at 7:01 p.m. by Board Member DeWard

2. Question of Conflict of Interest

None

3. Review of the Consent Agenda.

No items were removed.

4. Meeting Agenda

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the proposed agenda.

VOICE VOTE: 5 Aye. 0 Nay. Motion carried on voice vote.

Motion by Board Member Haagsma and seconded by Board Member Terpstra to approve the amended proposed agenda adding Firefighter Bobeldyk

VOICE VOTE: 5 Aye. 0 Nay. Motion carried on voice vote.

5. Communications ~ Non-action Informational Items

- a) July 2023 Building Department Revenue Report
- b) July 2023 Dutton Fire Report
- c) July 2023 Cutlerville Fire Report
- d) July 2023 Community Police Officer's Report

6. Scheduled Speakers

None

7. Recognition of Individuals and/or Delegations for agenda and non-agenda items.

One resident spoke on a desire to see the library building further remodeled and expanded.

8. Public Comment

No one spoke

9. Approval of the Consent Agenda

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the Consent Agenda including the July 10, 2023 and July 24, 2023 Township Board Meetings minutes; General Fund expenditures from 07/01/2023 through 07/31/2023 totaling \$71,026.50; Public Safety Special Assessment District expenditures totaling \$150,400.17; Building Inspections totaling \$17,369.05; Water and Sewer Fund expenditures totaling \$338,696.06; and Treasurer June 2023 Financial Report

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Vander Stel - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Terpstra - yes. Motion carried.

10. New Business

A. Five-year extension AT&T Metro Act Right of Way

Motion by Board Member Haagsma and seconded by Board Member Terpstra to approve the Five Year extension AT&T Metro Act Right of Way.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Vander Stel – yes. Motion carried.

B. Purchase of new air handler

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the purchase of a new air handler.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Vander Stel - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Terpstra - yes. Motion carried.

C. Updated Fireworks ordinance-1st read

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to hold a public hearing on September 11, 2023.

VOICE VOTE: 5 Aye. 0 Nay. Motion carried on voice vote.

D. Renewal of lease with Kent County Sheriff Department

Motion by Board Member Vander Stel and seconded by Board Member Terpstra to renew the lease with the Kent County Sheriff Department.

ROLL CALL VOTE: Board Member Vander Stel - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member Haagsma - yes, Board Member Fryling - yes, Board Member DeWard - yes. Motion carried.

E. Blain Cemetery Expansion

Motion by Board Member Haagsma and seconded by Board Member Terpstra to approve the Blain Cemetery Expansion bids.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member Vander Stel - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes. Motion carried.

F. Set public hearing date for 2024 Public Safety Special Assessment

Motion by Board Member Haagsma and seconded by Board Member Terpstra to set the public hearing for September 11, 2023.

VOICE VOTE: 6 Aye. 0 Nay. Motion carried on voice vote.

G. 3316 68th & 7307 Hammond Ave – Tentative Preliminary Plat Amendment for Thornapple Farms

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the Preliminary Plat Amendment for Thornapple Farms

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Vander Stel - yes, Board Member Fryling - no, Board Member DeWard - yes, Board Member Brew - yes, Board Member Terpstra - yes. Motion carried.

H. 1801 Marketplace Drive - Marketplace PUD Amendment 1st Read

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to hold a public hearing on September 11, 2023.

VOICE VOTE: 6 Aye. 0 Nay. Motion carried on voice vote.

I. Office Service-Neighborhood Commercial Zoning Text Amendment-1st Read

Motion by Board Member Fryling and seconded by Board Member Vander Stel to table Office Service-Neighborhood Commercial Zoning Text Amendment.

ROLL CALL VOTE: Board Member Fryling - yes, Board Member Vander Stel - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Terpstra - yes, Board Member Haagsma - yes. Motion carried.

J. Purchase of tabulator

Motion by Board Member Haagsma and seconded by Board Member Terpstra to purchase tabulator for Proposal 2 Early Voting.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member Vander Stel - yes, Board Member Fryling - yes, Board Member DeWard - yes. Motion carried.

K. Proposed change in record keeper of the Township 401(a) and 457(b) Retirement Plans

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to accept change to Empower as record keeper of the Township 401(a) and 457(b) Retirement Plans.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Vander Stel - yes, Board Member Terpstra - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes. Motion carried.

L. Placement of new light pole at the intersection of Coleman and Eastern

Motion by Board Member Fryling and seconded by Board Member Terpstra to table placement of new light pole at the intersection of Coleman and Eastern.

ROLL CALL VOTE: Board Member Fryling - yes, Board Member Terpstra - yes, Board Member Haagsma - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Vander Stel - yes. Motion carried.

M. Road Closure Request

Motion by Board Member Haagsma and seconded by Board Member Terpstra to approve road closure request for Cornerstone Road.

VOICE VOTE: 6 Aye. 0 Nay. Motion carried on voice vote.

N. New Firefighter

Motion by Board Member Haagsma and seconded by Board Member Terpstra to approve the Cutlerville Fire Board recommendation to hire Brandton Bobeldyke as Engine Operator for Cutlerville Fire Department.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Vander Stel - yes. Motion carried.

O. Personnel Committee's recommendation

Motion by Board Member Haagsma and seconded by Board Member Terpstra to enter close session.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Vander Stel - yes. Motion carried.

Motion by Board Member Haagsma and seconded by Board Member Terpstra to enter open session.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Vander Stel - yes, Board Member Fryling - yes. Motion carried.

Motion by Board Member Vander Stel and seconded by Board Member Terpstra to approve the recommendation by the Personnel Committee.

ROLL CALL VOTE: Board Member Vander Stel - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member Haagsma - yes, Board Member Fryling - yes, Board Member DeWard - yes. Motion carried.

11. Public Comments

No one spoke.

12. Comments & Discussion

a) Manager's Comments

Discussion of Byron Township intent to leave the Inter-Governmental Agreement pertaining to Cutlerville Fire Department.

b) Supervisor's Comments

None

c) Trustee Comments

None

13. Adjournment

Motion by Board Member Fryling and seconded by Board Member Vander Stel to adjourn the meeting at 10:14 p.m.

VOICE VOTE: 6 Aye. 0 Nay. Motion carried on voice vote.

Michael Brew, Clerk

Robert DeWard, Supervisor

09/05/2023

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 08/01/2023 - 08/31/2023

Check Date	Bank	Check #	Payee	Description	Dept	Amount
08/09/2023	GEN 2	32651	123.NET	TELECOMMUNICATIONS	265.000	251.50
08/09/2023	GEN 2	32652#	AMAZON CAPITAL SERVICES	TAB DIVIDERS AND BINDERS	262.000	54.60
08/09/2023	GEN 2	32652	AMAZON CAPITAL SERVICES	PARKS TENT	265.000	159.00
				CHECK GEN 2 32652 TOTAL FOR FUND 101:		213.60
08/09/2023	GEN 2	32653#	ARROWASTE INC	TWP OFFICE TRASH	265.000	150.54
08/09/2023	GEN 2	32653	ARROWASTE INC	BLAIN	567.000	59.64
08/09/2023	GEN 2	32653	ARROWASTE INC	LIBRARY TRASH	790.000	76.64
				CHECK GEN 2 32653 TOTAL FOR FUND 101:		286.82
08/09/2023	GEN 2	32654	ASSOC. OF PUBLIC TREASURERS	MEMBERSHIP	253.000	199.00
08/09/2023	GEN 2	32656	BUSINESS SYSTEM SOLUTIONS, INC	TWP OFFICE OFFICE 365	261.000	4,131.60
08/09/2023	GEN 2	32658#	CONSUMERS ENERGY	DIVISION STREET LIGHTS	446.000	85.95
08/09/2023	GEN 2	32658	CONSUMERS ENERGY	DIVISION STREET LIGHTS	446.000	78.68
08/09/2023	GEN 2	32658	CONSUMERS ENERGY	DIVISION STREET LIGHTS	448.000	74.99
08/09/2023	GEN 2	32658	CONSUMERS ENERGY	BLAIN	567.000	29.58
08/09/2023	GEN 2	32658	CONSUMERS ENERGY	BLAIN	567.000	39.47
				CHECK GEN 2 32658 TOTAL FOR FUND 101:		308.67
08/09/2023	GEN 2	32659	EVERETT'S LANDSCAPE MANAGEMENT INC	PRAIRIE WOLF PARK	751.000	494.00
08/09/2023	GEN 2	32659	EVERETT'S LANDSCAPE MANAGEMENT INC	BIKE PATH	751.000	1,036.44
				CHECK GEN 2 32659 TOTAL FOR FUND 101:		1,530.44

08/09/2023	GEN 2	32660#	FIRST BANKCARD CENTER	FLAGS, MEAL, GATOR PARTS BOTTLED WATER	101.000	163.37
08/09/2023	GEN 2	32660	FIRST BANKCARD CENTER	FLAGS, MEAL, GATOR PARTS BOTTLED WATER	265.000	9.96
08/09/2023	GEN 2	32660	FIRST BANKCARD CENTER	FLAGS, MEAL, GATOR PARTS BOTTLED WATER	265.000	164.03
08/09/2023	GEN 2	32660	FIRST BANKCARD CENTER	FLAGS, MEAL, GATOR PARTS BOTTLED WATER	446.000	127.19
				CHECK GEN 2 32660 TOTAL FOR FUND 101:		464.55
08/09/2023	GEN 2	32661	FIRST BANKCARD CENTER	LIBRARY TRAFFIC STRIPING	790.000	36.98
08/09/2023	GEN 2	32662	FIRST BANKCARD CENTER	MOWER PART, BOBCAT PART, FUEL	567.000	154.00
08/09/2023	GEN 2	32662	FIRST BANKCARD CENTER	MOWER PART, BOBCAT PART, FUEL	567.000	659.62
08/09/2023	GEN 2	32662	FIRST BANKCARD CENTER	MOWER PART, BOBCAT PART, FUEL	567.000	314.42
				CHECK GEN 2 32662 TOTAL FOR FUND 101:		1,128.04
08/09/2023	GEN 2	32663#	FIRST BANKCARD CENTER	MMTA CONFERENCE, PUSS AND BOOTS DVD	253.000	649.95
08/09/2023	GEN 2	32663	FIRST BANKCARD CENTER	MMTA CONFERENCE, PUSS AND BOOTS DVD	751.000	18.01
				CHECK GEN 2 32663 TOTAL FOR FUND 101:		667.96
08/09/2023	GEN 2	32665	FIRST BANKCARD CENTER	ASSESSOR CONFERENCE	257.000	54.85
08/09/2023	GEN 2	32666#	FIRST BANKCARD CENTER	TOOLS AND PAPER	215.000	40.78
08/09/2023	GEN 2	32666	FIRST BANKCARD CENTER	TOOLS AND PAPER	262.000	74.15
				CHECK GEN 2 32666 TOTAL FOR FUND 101:		114.93
08/09/2023	GEN 2	32667#	GAINES WATER & SEWER FUND	TOWNSHIP HALL	265.000	150.96
08/09/2023	GEN 2	32667	GAINES WATER & SEWER FUND	LIBRARY	790.000	149.98
				CHECK GEN 2 32667 TOTAL FOR FUND 101:		300.94
08/09/2023	GEN 2	32669	GREATAMERICA FINANCIAL SERVICES	COPY MACHINES	261.000	917.00

08/09/2023	GEN 2	32670#	JACK'S LAWN & SNOWPLOWING, INC	TWP OFFICE	265.000	2,053.57
08/09/2023	GEN 2	32670	JACK'S LAWN & SNOWPLOWING, INC	LIBRARY	790.000	420.71
				CHECK GEN 2 32670 TOTAL FOR FUND 101:		2,474.28
08/09/2023	GEN 2	32672	KENT COUNTY TREASURER	STATE PRE ADJUSTMENT	261.000	46.56
08/09/2023	GEN 2	32673#	KIM TRIPLETT	CELL PHONE COMMUNITY ROOM MILEAGE	171.000	4.62
08/09/2023	GEN 2	32673	KIM TRIPLETT	CELL PHONE COMMUNITY ROOM MILEAGE	171.000	12.50
08/09/2023	GEN 2	32673	KIM TRIPLETT	CELL PHONE COMMUNITY ROOM MILEAGE	172.000	12.50
08/09/2023	GEN 2	32673	KIM TRIPLETT	CELL PHONE COMMUNITY ROOM MILEAGE	265.000	50.00
				CHECK GEN 2 32673 TOTAL FOR FUND 101:		79.62
08/09/2023	GEN 2	32675#	MEYERS CLEANING SERVICE INC	TWP OFFICE AND LIBRARY	265.000	1,211.00
08/09/2023	GEN 2	32675	MEYERS CLEANING SERVICE INC	TWP OFFICE AND LIBRARY	790.000	1,196.00
				CHECK GEN 2 32675 TOTAL FOR FUND 101:		2,407.00
08/09/2023	GEN 2	32676	MINER SUPPLY COMPANY	LIBRARY RESTROOM SUPPLIES	265.000	225.62
08/09/2023	GEN 2	32678#	THE SUN AND NEWS	TOWNSHIP POSTINGS	261.000	342.40
08/09/2023	GEN 2	32678	THE SUN AND NEWS	TOWNSHIP POSTINGS	701.000	817.20
				CHECK GEN 2 32678 TOTAL FOR FUND 101:		1,159.60
08/09/2023	GEN 2	32679	ULINE SHIPPING SUPPLY	CROWD CONTROL	262.000	442.75
08/20/2023	GEN 2	32681	ACCIDENT FUND	WORKERS COMP	261.000	1,514.36
08/20/2023	GEN 2	32682#	AMAZON CAPITAL SERVICES	MAILING ENVELOPES, ERASERS AND DRAIN CLOG RI	261.000	30.67
08/20/2023	GEN 2	32682	AMAZON CAPITAL SERVICES	PAPER TOWELS, IBUPROFEN, PAPER AND RED PENS	261.000	47.67
08/20/2023	GEN 2	32682	AMAZON CAPITAL SERVICES	FEBREZE	261.000	21.98
08/20/2023	GEN 2	32682	AMAZON CAPITAL SERVICES	FILE FOLDERS AND POCKETS	262.000	598.20
08/20/2023	GEN 2	32682	AMAZON CAPITAL SERVICES	FLAGS	265.000	294.84

				CHECK GEN 2 32682 TOTAL FOR FUND 101:		993.36
08/20/2023	GEN 2	32683#	BLOOM SLUGGETT	CALEDONIA LLC, FIREWORKS,SHERRIF LEASE	101.000	1,637.00
08/20/2023	GEN 2	32683	BLOOM SLUGGETT	SAD RESOLUTION	172.000	441.00
08/20/2023	GEN 2	32683	BLOOM SLUGGETT	CALEDONIA LLC, FIREWORKS,SHERRIF LEASE	701.000	632.50
				CHECK GEN 2 32683 TOTAL FOR FUND 101:		2,710.50
08/20/2023	GEN 2	32684#	BLUE CROSS HSA	HEALTH	171.000	204.50
08/20/2023	GEN 2	32684	BLUE CROSS HSA	HEALTH	172.000	204.49
08/20/2023	GEN 2	32684	BLUE CROSS HSA	HEALTH	215.000	1,920.74
08/20/2023	GEN 2	32684	BLUE CROSS HSA	HEALTH	253.000	1,445.11
08/20/2023	GEN 2	32684	BLUE CROSS HSA	HEALTH	257.000	3,789.92
08/20/2023	GEN 2	32684	BLUE CROSS HSA	HEALTH	443.000	1,003.47
08/20/2023	GEN 2	32684	BLUE CROSS HSA	HEALTH	701.000	2,151.11
				CHECK GEN 2 32684 TOTAL FOR FUND 101:		10,719.34
08/20/2023	GEN 2	32686	CINTAS CORPORATION #301	MATS	265.000	87.34
08/20/2023	GEN 2	32688	CONSUMERS ENERGY	UNDERGROUND GENERAL SERVICE	448.000	30.80
08/20/2023	GEN 2	32692	HORIZON COMMUNITY PLANNING LLC	ZONING CODE UPDATE	701.000	5,687.50
08/20/2023	GEN 2	32693	HUIZINGA LAWN SPRINKLING INC	REPLACED BROKEN HEAD LIBRARY	790.000	142.00
08/20/2023	GEN 2	32694	INTERURBAN TRANSIT PARTNERSHIP	RUAL LINEHAUL SERVICE	596.000	2,869.89
08/20/2023	GEN 2	32694	INTERURBAN TRANSIT PARTNERSHIP	RURAL GO BUS SERVICE	596.000	583.31
				CHECK GEN 2 32694 TOTAL FOR FUND 101:		3,453.20
08/20/2023	GEN 2	32695	JAMES ZENAS	FOOD AND MILEAGE	257.000	30.43
08/20/2023	GEN 2	32695	JAMES ZENAS	FOOD AND MILEAGE	257.000	95.63
				CHECK GEN 2 32695 TOTAL FOR FUND 101:		126.06

08/20/2023	GEN 2	32696	K.C. ROAD COMMISSION	MIL AND FIL	446.000	281.58
08/20/2023	GEN 2	32697	KENT COMMUNICATIONS INC	AV BALLOT APPLICATION AND POSTAGE	262.000	2,012.38
08/20/2023	GEN 2	32697	KENT COMMUNICATIONS INC	PURPLE BALLOT ENVELOPES	262.000	3,270.00
08/20/2023	GEN 2	32697	KENT COMMUNICATIONS INC	#9 ELECTION ENVELOPES	262.000	170.04
08/20/2023	GEN 2	32697	KENT COMMUNICATIONS INC	AV BALLOT APPLICATION AND POSTAGE	262.000	921.23
				CHECK GEN 2 32697 TOTAL FOR FUND 101:		6,373.65
08/20/2023	GEN 2	32699	LAMPHEAR SERVICE COMPANY INC	LOOSE CLIP	265.000	171.25
08/20/2023	GEN 2	32701	MEGAN VANHOOSE	CELL PHONE	253.000	50.00
08/20/2023	GEN 2	32702	MICHIGAN ASSESSORS ASSOCIATION	ASSISTANT ASSESSOR POSTING	257.000	300.00
08/20/2023	GEN 2	32703	O'NEIL TREE SERVICE	BLAIN BRANCH REMOVAL	567.000	715.00
08/20/2023	GEN 2	32706	STERICYCLE INC.	SHREDDING	261.000	144.70
08/25/2023	GEN 2	32707	ACCIDENT FUND	PREMIUM AUDIT	261.000	31,853.00
08/25/2023	GEN 2	32708	BRIAN SMITH	20 POLES, CEDAR SIDING	751.000	371.44
08/25/2023	GEN 2	32710	CONSUMERS ENERGY	LED LIGHTS	448.000	2,946.74
08/25/2023	GEN 2	32711	DTE ENERGY	LIBRARY	790.000	54.20

08/25/2023	GEN 2	32713	MCDONALD PLUMBING INC	MENS TOLIET	265.000	358.00
08/25/2023	GEN 2	32714	PITNEY BOWES RESERVE ACCOUNT	POSTAGE MACHINE	261.000	6,000.00
08/25/2023	GEN 2	32715	STERICYCLE INC.	SHREDDING	261.000	** VOIDED **
08/25/2023	GEN 2	32716	US POSTMASTER	PERMIT 103	261.000	310.00
08/25/2023	GEN 2	32717	US POSTMASTER	ELECTION RETURN MAIL ACCOUNT	262.000	500.00
				Total for fund 101 GENERAL FUND		93,336.33

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

09/05/2023

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 08/01/2023 - 08/31/2023

Check Date	Bank	Check #	Payee	Description	Dept	Amount
08/09/2023	GEN 2	32652#	AMAZON CAPITAL SERVICES	CFD MOP BUCKET, EXAM GLOVES AND STERILE WA	336.001	129.97
08/09/2023	GEN 2	32652	AMAZON CAPITAL SERVICES	CFD MOP BUCKET, EXAM GLOVES AND STERILE WA	336.001	94.53
08/09/2023	GEN 2	32652	AMAZON CAPITAL SERVICES	DFD BATTERIES	336.002	11.69
08/09/2023	GEN 2	32652	AMAZON CAPITAL SERVICES	DFD PRINTER CARTRIDGE	336.002	73.39
08/09/2023	GEN 2	32652	AMAZON CAPITAL SERVICES	DFD SUPPLIES	336.002	97.34
08/09/2023	GEN 2	32652	AMAZON CAPITAL SERVICES	DFD SUPPLIES	336.002	(8.95)
08/09/2023	GEN 2	32652	AMAZON CAPITAL SERVICES	DFD BACKUP ALARM	336.002	28.85
				CHECK GEN 2 32652 TOTAL FOR FUND 205:		426.82
08/09/2023	GEN 2	32653#	ARROWASTE INC	CFD TRASH	336.001	120.47
08/09/2023	GEN 2	32653	ARROWASTE INC	DFD TRASH	336.002	50.40
				CHECK GEN 2 32653 TOTAL FOR FUND 205:		170.87
08/09/2023	GEN 2	32655	BOUND TREE MEDICAL LLC	DFD GLOVES, GLUCOSE TABLETS AND BANDAIDS	336.002	152.26
08/09/2023	GEN 2	32656#	BUSINESS SYSTEM SOLUTIONS, INC	TWP OFFICE OFFICE 365	336.001	1,414.40
08/09/2023	GEN 2	32656	BUSINESS SYSTEM SOLUTIONS, INC	TWP OFFICE OFFICE 365	336.002	804.40
				CHECK GEN 2 32656 TOTAL FOR FUND 205:		2,218.80
08/09/2023	GEN 2	32657	COMCAST	DFD	336.002	456.00
08/09/2023	GEN 2	32658	CONSUMERS ENERGY	CFD	336.001	1,187.45
08/09/2023	GEN 2	32664	FIRST BANKCARD CENTER	CFD PAINT	336.001	184.24
08/09/2023	GEN 2	32664	FIRST BANKCARD CENTER	CFD PAINT	336.001	248.95
				CHECK GEN 2 32664 TOTAL FOR FUND 205:		433.19

08/09/2023	GEN 2	32668	GORDON WATER	DFD WATER	336.002	52.58
08/09/2023	GEN 2	32671	KENT COUNTY TREASURER	TOWNSHIP LAW AND CP OFFICER	301.000	78,159.99
08/09/2023	GEN 2	32674	MENARDS- WYOMING	DFD BBQ PELLETS	336.002	29.94
08/09/2023	GEN 2	32677	ROUGE FITNESS	DFD FITNESS EQUIPMENT	336.002	11,685.52
08/09/2023	GEN 2	32680	VAN HAREN ELECTRIC INC.	DFD 1ST ARRIVED PROJECT	336.002	825.00
08/20/2023	GEN 2	32681#	ACCIDENT FUND	WORKERS COMP	336.001	2,713.23
08/20/2023	GEN 2	32681	ACCIDENT FUND	WORKERS COMP	336.002	2,082.25
				CHECK GEN 2 32681 TOTAL FOR FUND 205:		4,795.48
08/20/2023	GEN 2	32682	AMAZON CAPITAL SERVICES	HAND TOWELS, MOP BUCKET SYSTEM AND WET MOP	336.001	88.61
08/20/2023	GEN 2	32682	AMAZON CAPITAL SERVICES	ULTRA DISPENSER, TRIGGER SPRAY NOZZLE, BLADE, '336.001		147.29
08/20/2023	GEN 2	32682	AMAZON CAPITAL SERVICES	ULTRA DISPENSER, TRIGGER SPRAY NOZZLE, BLADE, '336.001		52.20
				CHECK GEN 2 32682 TOTAL FOR FUND 205:		288.10
08/20/2023	GEN 2	32684#	BLUE CROSS HSA	HEALTH	336.001	5,872.09
08/20/2023	GEN 2	32684	BLUE CROSS HSA	HEALTH	336.002	7,796.65
				CHECK GEN 2 32684 TOTAL FOR FUND 205:		13,668.74
08/20/2023	GEN 2	32685	BOUND TREE MEDICAL LLC	DIABETIC METER	336.002	151.98
08/20/2023	GEN 2	32687	COMCAST	CFD	336.001	307.57

08/20/2023	GEN 2	32689	CUMMINS SALES AND SERVICE	DFD	336.002	59.25
08/20/2023	GEN 2	32690	FIRST BANKCARD CENTER	FUSE, FLOOR SCRUBBER BATTERIES AND TRAINING	336.002	250.00
08/20/2023	GEN 2	32690	FIRST BANKCARD CENTER	FUSE, FLOOR SCRUBBER BATTERIES AND TRAINING	336.002	242.50
				CHECK GEN 2 32690 TOTAL FOR FUND 205:		492.50
08/20/2023	GEN 2	32691	GORDON WATER	DFD WATER	336.002	100.34
08/20/2023	GEN 2	32698	KLEYN MOBILE REPAIR LLC	DFD TRUCK INSPECTION	336.002	3,796.01
08/20/2023	GEN 2	32698	KLEYN MOBILE REPAIR LLC	DFD NEW PRIMER ON PUMP	336.002	2,740.64
				CHECK GEN 2 32698 TOTAL FOR FUND 205:		6,536.65
08/20/2023	GEN 2	32700	LANINGA APPLIANCE INC	REFRIG, DISH WASHER	336.002	2,127.00
08/25/2023	GEN 2	32711#	DTE ENERGY	CFD	336.001	67.33
08/25/2023	GEN 2	32711	DTE ENERGY	DFD	336.002	72.83
				CHECK GEN 2 32711 TOTAL FOR FUND 205:		140.16
08/25/2023	GEN 2	32712	KENNETH VAN HALL	FIRST ARRIVING MONITORS	336.002	2,199.95
				Total for fund 205 PUBLIC SAFETY SAD		126,666.14

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09/05/2023

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CHECK DATE FROM 08/01/2023 - 08/31/2023

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
08/20/2023	GEN 2	32684	BLUE CROSS HSA	HEALTH	717.000	371.000	2,951.92
08/20/2023	GEN 2	32704	PROFESSIONAL CODE INSPECTIONS INC	MECHANICAL , PLUMBING AND BUILDING INSPECTI	808.000	371.000	8,160.00
08/20/2023	GEN 2	32705	ROGER STERK	BUILDING MILEAGE	817.000	371.000	220.74
08/25/2023	GEN 2	32709	CODE OFFICIALS CONFERENCE OF MI	FALL CONFERENCE AND MEMBERSHIP	831.000	371.000	285.00
08/25/2023	GEN 2	32709	CODE OFFICIALS CONFERENCE OF MI	FALL CONFERENCE AND MEMBERSHIP	832.000	371.000	45.00
				CHECK GEN 2 32709 TOTAL FOR FUND 549:			330.00
				Total for fund 549 BUILDING INSPECTIONS DEPT			11,662.66

08/31/2023 12:26 PM
User: TRACY
DB: Gaines Township

CHECK REGISTER FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 08/01/2023 - 08/31/2023

Page: 1/1

Check Date	Check	Vendor Name	Description	Amount
Bank WSCK2 WATER/SEWER CHECKING				
08/29/2023	5715	AMAZON CAPITAL SERVICES	DESK CHAIR	179.99
08/29/2023	5716	APPLIED INNOVATION	TRACY PRINTER MAINT 8/22/23-11/21/23	172.35
08/29/2023	5717	BYRON GAINES UTILITY AUTHORITY	GR SEWER USAGE JULY 2023	12,276.82
			OP EXP, PAYROLL, INSP JULY 2023	41,489.36
			WYOMING W&S JULY 2023	325,351.09
			OP EXP, METERS,MXUS JULY 2023	36,914.02
			OP EXP, METERS JUNE 2023	36,197.90
				<u>452,229.19</u>
08/29/2023	5718	BYRON TOWNSHIP WATER & SEWER	STATE OF MI POSTED BYRON PYMT TO GAINES	185.79
08/29/2023	5719	CHASE, FRANK	UB refund for account: 79TH-000663-0000-	23.10
08/29/2023	5720	DE BREE, BEVERLY	UB refund for account: BROS-000114-0000-	37.61
08/29/2023	5721	EXTEND YOUR REACH	AUGUST BILLS 2023	380.72
08/29/2023	5722	GREAT LAKE REALTY	UB refund for account: CRPD-001751-0000-	243.93
08/29/2023	5723	GRYGIEL, JOHN	UB refund for account: TCAV-006814-0000-	28.11
08/29/2023	5724	HAZZARD, RYAN	UB refund for account: 70TH-000652-0000-	4.56
08/29/2023	5725	VRIESMAN & KORHORN	2ND WATER CONNECT	390.00
			GPS UTILITY PICKUP	8,034.22
			MISC SEWER SYS	454.50
			MISC WATER SYS	533.28
			KCC	390.00
			PRAIRIE WOLF STATION	381.50
			TOWNLINE ELEM BLDG A	312.00
			RIVER BIRCH PH2	156.00
			RAPIDS DR EXT	1,862.85
			PRAIRIE WOLF STATION	2,975.00
			STAYBRIDGE SUITES	468.00
			THORNAPPLE FARMS	1,807.50
			RIVER BIRCH PH2	234.00
			KCC TOWNHOMES	1,300.92
			RAPIDS DR EXT	290.56
			PRAIRIE WOLF STATION	795.00
			GPS UTILITY PICKUP	4,304.40
			MISC SEWER	515.71
			MISC WATER SYS	291.00
			68TH SEWER	156.00
				<u>25,652.44</u>
WSCK2 TOTALS:				
Total of 11 Checks:				479,137.79
Less 0 Void Checks:				0.00
Total of 11 Disbursements:				<u>479,137.79</u>



MEMO

Staff Communication

DATE: September 11th, 2023

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director; Natalie Davenport, Assistant Planner

RE: Dutton & Division Corridor – Rezoning Request – General Commercial (C-2) to Neighborhood Commercial (C-1)

SUMMARY OF TOPIC:

Based on the vision for Dutton and Cutlerville areas outlined in the Master Plan to be Village Center and Residential Retail respectively, staff has prepared a list of properties in these areas that are currently General Commercial to be rezoned to Neighborhood Commercial.

General Commercial zoning is common along road facing parcels along Division from M-6 to 76th Street and on both sides of 68th Street in Dutton, but that zoning category has led to uses that conflict with historic development patterns that were pedestrian scale and primarily served the surrounding neighborhoods. An example of this is the creation of large parking lots in the front and side yards that create an unappealing pedestrian environment. By applying the Neighborhood Commercial zoning, over time new development will be enabled to reinforce the smaller scale retail and commercial aspects of the neighborhoods which is in line with the vision for these areas outlined in the Master Plan.

From the Master Plan Neighborhood Commercial is described thus:

Small scale and designed to provide goods, restaurants, and services primarily to meet the needs of the immediate neighborhood and township residents. Facilities will be developed in harmony with the area's natural features and in a scale and form to encourage pedestrian and multi-modal access and to minimize auto-pedestrian conflicts. Modifications to existing roadways may require traffic calming and safety measures to fulfill this. Associated parking for Neighborhood Commercial

will not have minimum standards, but will rely on market determination of need, and shared or public parking. (pg. 53)

Historically, this was the pattern of development in both the Dutton area and along Division until the 1950s when automobile infrastructure (e.g. wider travel lanes, wide medians, large parking lots) became prevalent. Rezoning the proposed parcels to Neighborhood Commercial will enable redevelopment and uses that are more in keeping with existing development patterns.

Several property owners have requested that their properties remain under their current General Commercial zoning designation. Staff has included REGIS maps of the Division Avenue Corridor and the Dutton neighborhood along 68th Street; the red dots on the maps (enclosed) provide a visual representation of the property owners who have requested to opt out of the rezoning. The parcels highlighted in pink without a red dot have either agreed to move forward with the rezoning process as proposed or have not contacted staff to discuss the issue.

STANDARDS OF REVIEW

The request has been reviewed using the applicable review standards of Section 27.4, Review Standards for Amendments, which states:

In reviewing an application for the rezoning of land, whether the application is made without or with an offer of conditions (as in a conditional rezoning request), factors that should be considered by the Planning Commission and the Township Board include, but are not limited to, the following:

A. Whether the proposed rezoning is consistent with the policies and uses proposed for that area in the Township's Master Land Use Plan;

Meets standard. The 2023 Future Land Use Plan designates these parcels as either Retail Residential or Village Center, both mixed use categories that integrate Neighborhood Commercial with adjacent and/or integrated residential uses.

Given that the proposed use of the parcel is consistent with the Future Land Use Plan and Master Plan, this standard is met.

B. Whether all of the uses and structures allowed under the proposed rezoning would be compatible with other zones and uses in the surrounding area;

Meets standard. The Dutton and Division Corridors have been commercial areas for over one hundred years and were originally established as pedestrian oriented commercial corridors.

C. ***Whether any public services and facilities would be significantly adversely impacted by a development or use allowed under the requested rezoning;***

Meets standard. All public services and facilities are currently available for commercial use and would not be adversely affected by the rezoning from General to Neighborhood Commercial.

D. ***Whether the proposed zoning would be reasonable;***

Meets standard. The proposed rezoning would be reasonable as the area is planned for continued commercial development.

E. ***Whether circumstances in the area have changed;***

Meets standard. These areas of Dutton and Division Avenue have been planned for commercial development for years. Dutton will see an influx of residents over the next ten years as the Thornapple Farms subdivision will include at least 170 new homes.

F. ***Whether the uses allowed under the proposed rezoning would be equally or better suited to the area than uses allowed under the current zoning of the land.***

Meets standard. The uses under Neighborhood Commercial versus General Commercial are very similar except that car washes, general contractors, and gas stations would not be allowed. Neighborhood Commercial uses are generally compatible to be located adjacent to residential uses as they have lower audial and visual nuisance qualities.

BUDGET ACTION REQUIRED:

N/A.

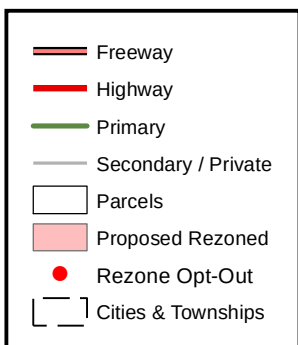
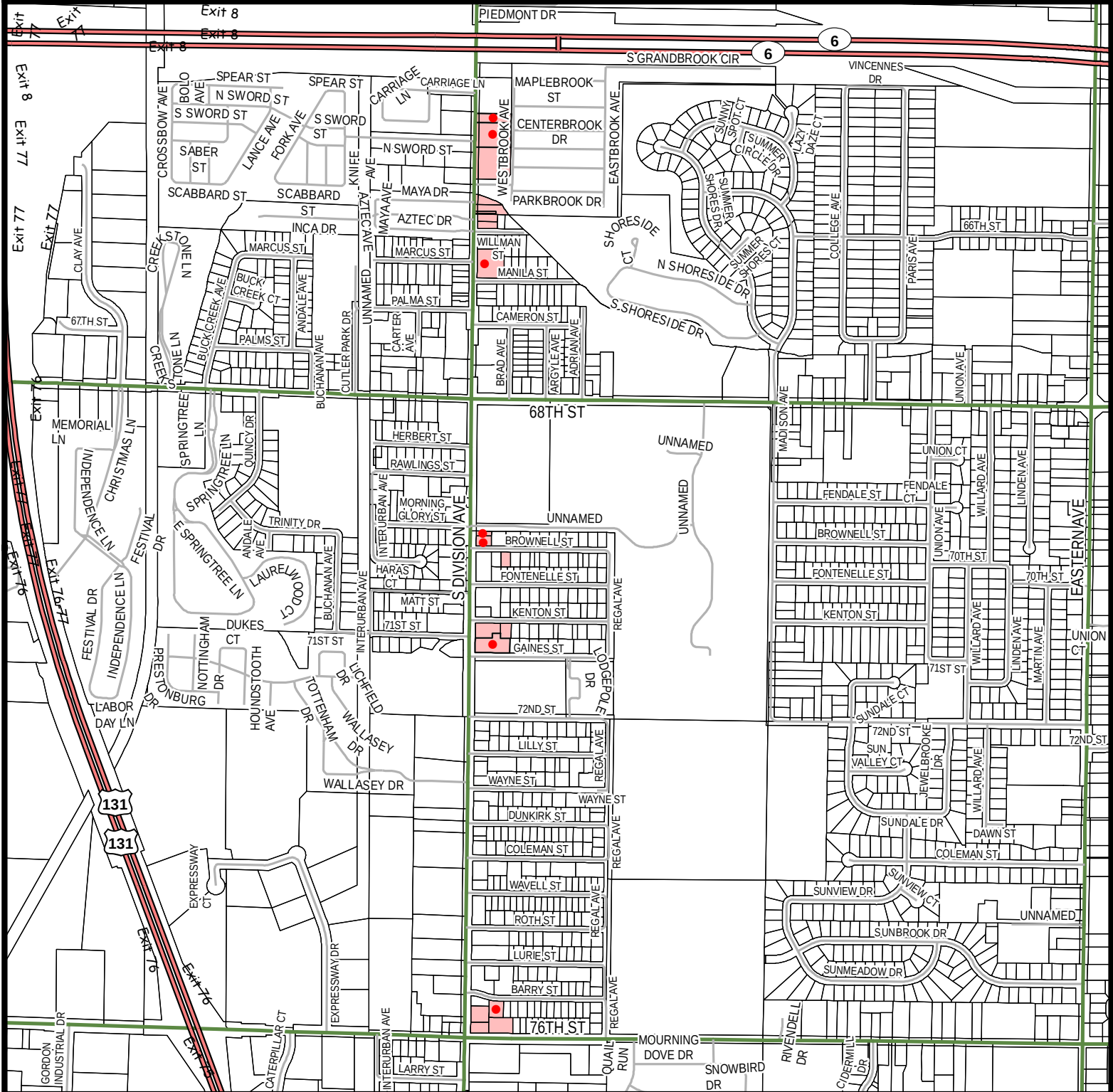
RECOMMENDATION:

On August 24th, 2023, the Planning Commission recommended approval to the Township Board of Trustees for the rezoning of the parcels based on the standards of 27.4 being met.

Staff recommends that the Township Board of Trustees set a public hearing to hear comments on the proposed rezoning.

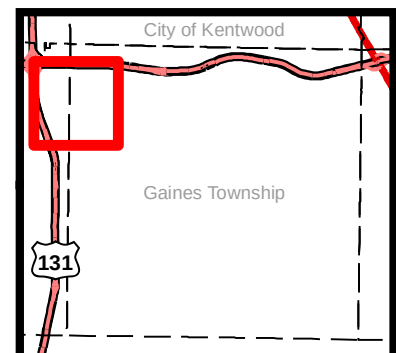
ATTACHMENTS:

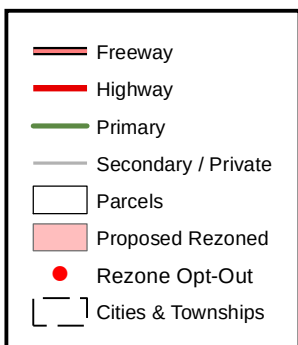
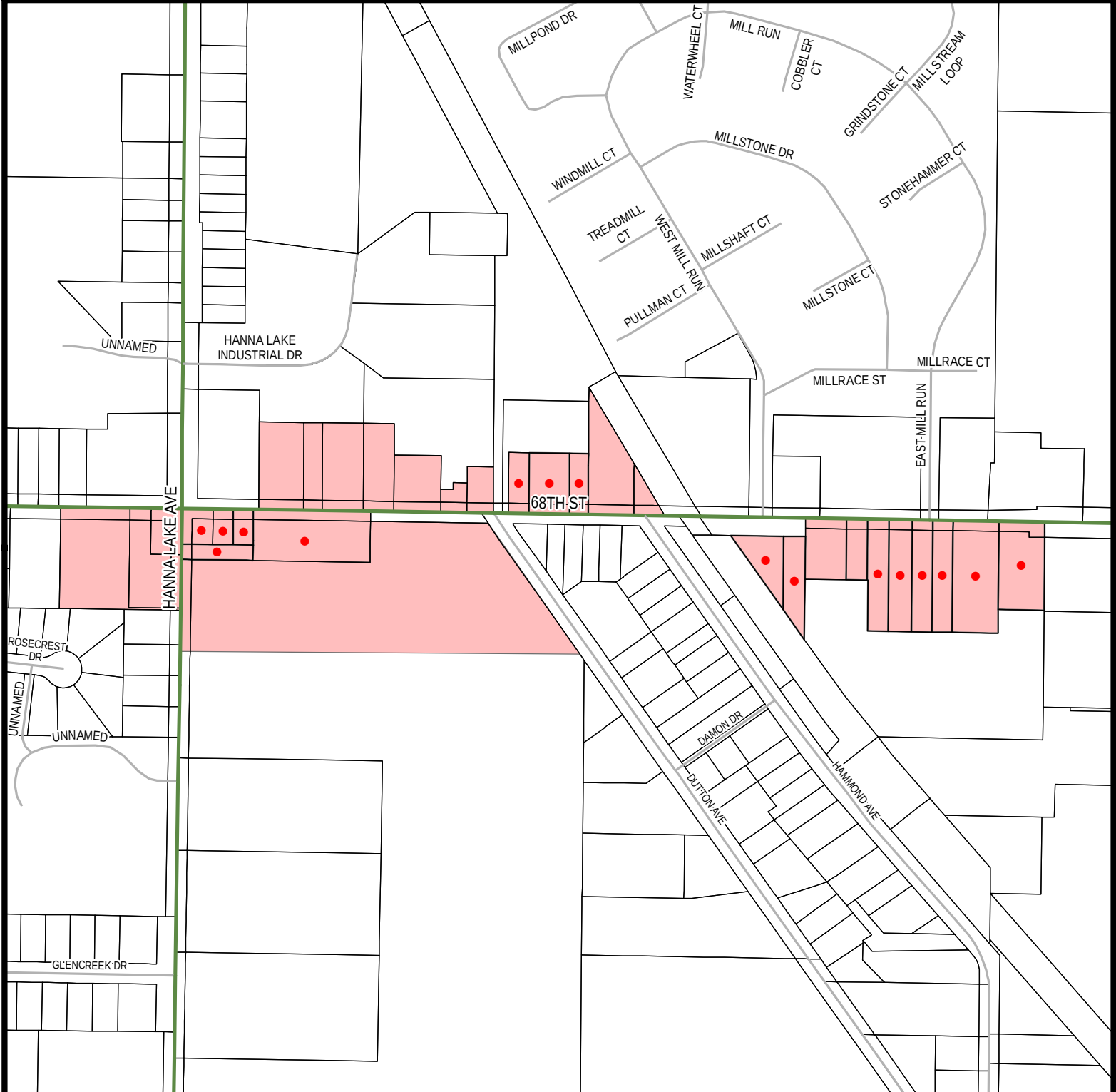
- Draft Ordinance
- Maps of Proposed Rezoned Parcels



Proposed Rezoned C-1 Properties

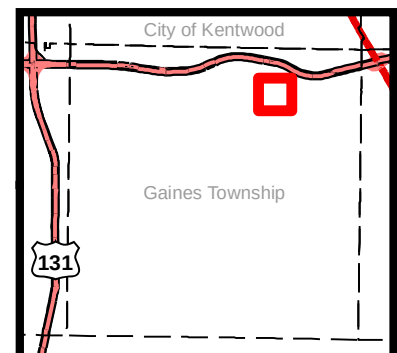
0 620 1,240 Feet





Proposed Rezoned C-1 Properties

0 250 500 Feet



**GAINES CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN
(ORDINANCE NO. ____)**

At a _____ meeting of the Township Board for Gaines Charter Township held at the Township offices on _____, 2023, beginning at ____ p.m., the following Ordinance was offered for adoption by Township Board Member _____, and was seconded by Township Board Member _____:

**AN ORDINANCE TO AMEND THE GAINES CHARTER TOWNSHIP ZONING
ORDINANCE AS PROVIDED FOR IN CHAPTER 27 THEREOF BY AMENDING
SECTION 1.6 AND THE TOWNSHIP ZONING MAP**

THE CHARTER TOWNSHIP OF GAINES (the “Township”) ORDAINS:

Section 1. Amendment. The Gaines Charter Township Zoning Ordinance is hereby amended by the amendment of Section 1.6 thereof, the Zoning Map. The amendment includes rezoning twenty-five (25) parcels from General Commercial (C-2) to Neighborhood Commercial (C-1) in their entirety, rezoning the C-2, Office-Service (O-S), and Residential (RL-10) portions of one (1) multi-zoned parcel to C-1, and rezoning the C-2 portion of one (1) dual-zoned parcel to C-1. The parcels subject to the amendment are shown in Exhibit 1.

Section 2. Effective Date. This Ordinance shall become effective seven (7) days after a summary is published in a newspaper of general circulation within the Township.

The vote in favor of this Ordinance was as follows:

YEAS: _____

NAYS: _____

ABSENT/ABSTAIN: _____

ORDINANCE DECLARED ADOPTED

CERTIFICATION

I hereby certify that the above is a true copy of an Ordinance adopted by the Township Board for Gaines Charter Township at the time, date, and place specified above pursuant to the required statutory procedures.

Respectfully submitted,

By _____

Michael Brew

Gaines Charter Township Clerk

Exhibit 1

Address	Parcel #	Legal Description (If Split Zoned)
6522 DIVISION AVE SE	41-22-06-301-026	
6536 DIVISION AVE SE	41-22-06-302-001	
6544 DIVISION AVE SE	41-22-06-302-003	
6540 DIVISION AVE SE	41-22-06-302-002	
6550 DIVISION AVE SE	41-22-06-302-004	
6556 DIVISION AVE SE	41-22-06-302-005	
44 BROWNELL ST SE	41-22-07-151-007	
48 KENTON ST SE	41-22-07-153-008	
7100 DIVISION AVE SE (C-2 portion)	41-22-07-153-064	
7560 S DIVISION AVE	41-22-07-354-057	
7588 DIVISION AVE SE	41-22-07-354-058	
51 76TH ST SE	41-22-07-354-060	
3158 68TH ST SE	41-22-10-229-005	
3178 68TH ST SE	41-22-10-229-006	
6809 HANNA LAKE AVE SE	41-22-10-229-007	
3316 68TH ST SE (C-2, O-S, and RL-10 portions)	41-22-11-101-012	PART NORTH 1/3 PART OF NW 1/4 COM 610.50 FT S 89D 06M 15S E ALONG N SEC LINE FROM NW COR OF SEC TH S 0D 28M 55S W 165.0 FT TH N 89D 06M 15S W 610.50 FT N S 0D 52M 07S W ALONG W SEC LINE 300.0 FT TH S 89D 06M 15S E 1306.12 FT TH N 34D 53M 10S W ALONG W LINE OF DUTTON AVE. 574.16 FT TH N 89D 06M 15S W ALONG N SEC LINE 359.88 FT TO BEG * SEC 11 T5N R11W 9.83 A.
3526 68TH ST SE	41-22-11-131-002	
3530 68TH ST SE	41-22-11-131-003	
3419 68TH ST SE	41-22-02-301-053	
3411 68TH ST SE	41-22-02-301-111	
3345 68TH ST SE	41-22-02-301-044	
3333 68TH ST SE	41-22-02-301-060	
3317 68TH ST SE	41-22-02-301-097	
3291 68TH ST SE	41-22-02-301-041	
3273 68TH ST SE	41-22-02-301-040	
3265 68TH ST SE	41-22-02-301-108	

3259 68TH ST SE	41-22-02-301-107	
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MEMO

Staff Communication

DATE: September 11, 2023

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director; Natalie Davenport,
Assistant Planner

RE: Gaines Marketplace PUD Major Amendment – 2nd Read / Public Hearing
(1801 Marketplace Drive SE)

SUMMARY OF TOPIC:

The applicant is requesting a major Planned Unit Development (PUD) amendment to the Gaines Marketplace PUD to install 12 Tesla supercharger stalls. The charging stalls are proposed south of Meijer in the parking lot adjacent to Marketplace Drive.

The site plan includes the installation of 12 Tesla supercharger stalls, including one (1) ADA-accessible charging station on the west end. Four (4) parking spaces will need to be removed. The charging stations will be illuminated, and there are three light poles proposed to illuminate the site. The chargers will be powered by Consumer's Energy. The chargers only charge Tesla vehicles and will not charge other kinds of electric vehicles (EVs), unless using an adapter. Per the applicant, it takes approximately 15 minutes to recharge up to 200 miles.

Since EV charging stations are not addressed in the current zoning ordinance and were not considered with the original intent of the PUD, a major PUD amendment is required.

Surrounding Zoning:

WEST: Gaines Marketplace PUD	NORTH: M-6 / RL-10 SUBJECT PARCEL	EAST: Gaines Marketplace PUD
	SOUTH: RL-10	



FINANCIAL IMPACT:

The major PUD amendment is not anticipated to have a financial impact on the Township. Installation, service, and electricity costs are borne by Tesla and consumers. Costs associated with the review process are borne by the applicant through administrative and escrow review fees.

BUDGET ACTION REQUIRED:

N/A.

PROCESS:

A review of the PUD application is subject to the following process:

1. Preliminary major PUD amendment review and Planning Commission approval based on Section 11.1 (May 25th, 2023).
2. Public Hearing and recommendation concerning major PUD amendment by the Planning Commission through a resolution and draft ordinance (July 27th, 2023).
3. Review by the Township Board at first reading (August 14th, 2023).
4. Review, public hearing, and approval of the major PUD amendment by the Township Board at second reading (Township Board Public Hearing – September 11th, 2023).

STAFF RECOMMENDATION:

The Planning Commission approved a resolution that recommended approval of the major PUD amendment with the following condition of approval:

1. The mounting height of the light fixtures shall not exceed 20 feet in height.

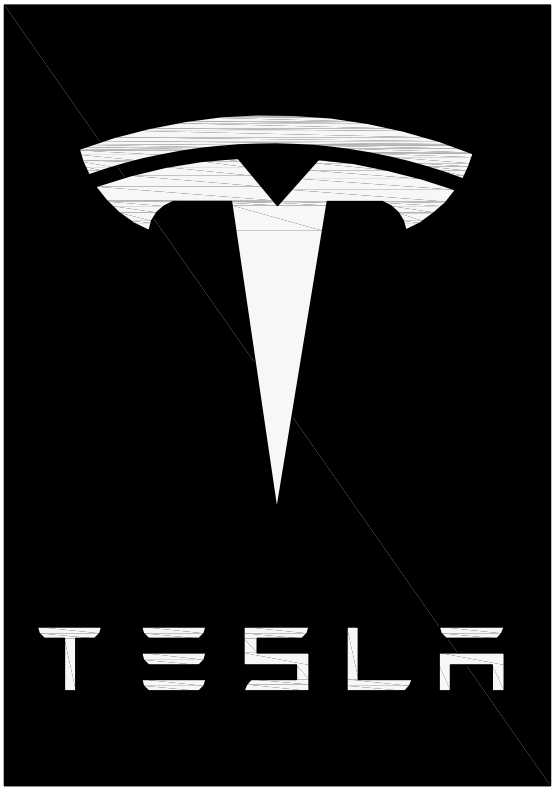
Staff recommends that the Township Board consider any public comments and approve the request based on all the review standards being met. The draft Board resolution reflects the findings of the approved Planning Commission resolution. A draft ordinance has been included for consideration.

Meijer #199 - Supercharger Proposal
1801 Marketplace Drive, Caledonia, MI 49316



AERIAL SITE PLAN (STORE # 199)

TESLA



SUPERCHARGER STATION

MEIJER #199

SITE NAME: CALEDONIA, MI (TRT: 18642)

1801 MARKETPLACE DRIVE
CALEDONIA, MI 49316



3500 DEER CREEK RD
PALO ALTO, CA 94304
(650) 681-5000



49030 Pontiac Trail, Suite 100
Wixom, Michigan 48393
PHONE: 248-705-9212

DRAWN BY: RC
CHECKED BY: PL

REV	DATE	DESCRIPTION
F	06/20/2023	CD 100's
E	06/09/2023	CD 100's
D	03/03/2023	IFP CD 100's
C	02/09/2023	CD90
B	01/30/2023	CD90
A	01/18/2023	CD90



CONSISTENT WITH APPLICABLE LICENSING LAWS THIS SEAL CERTIFIES ONLY THAT THE ARCHITECTURAL DESIGN WORK WAS PREPARED EITHER PERSONALLY BY ME OR UNDER MY IMMEDIATE AND DIRECT SUPERVISION AND CONTROL. THE SEAL IS NOT INTENDED TO AND DOES NOT IN FACT ATTEST TO ANY ENGINEERING WORK THAT WOULD FALL OUTSIDE THE SCOPE OF WHAT THE APPLICABLE LICENSING LAWS WOULD PERMIT AS THE PRACTICE OF ARCHITECTURE.

SITE NAME: CALEDONIA, MI
1801 MARKETPLACE DRIVE
CALEDONIA, MI 49316

SHEET TITLE
TITLE SHEET &
PROJECT DATA

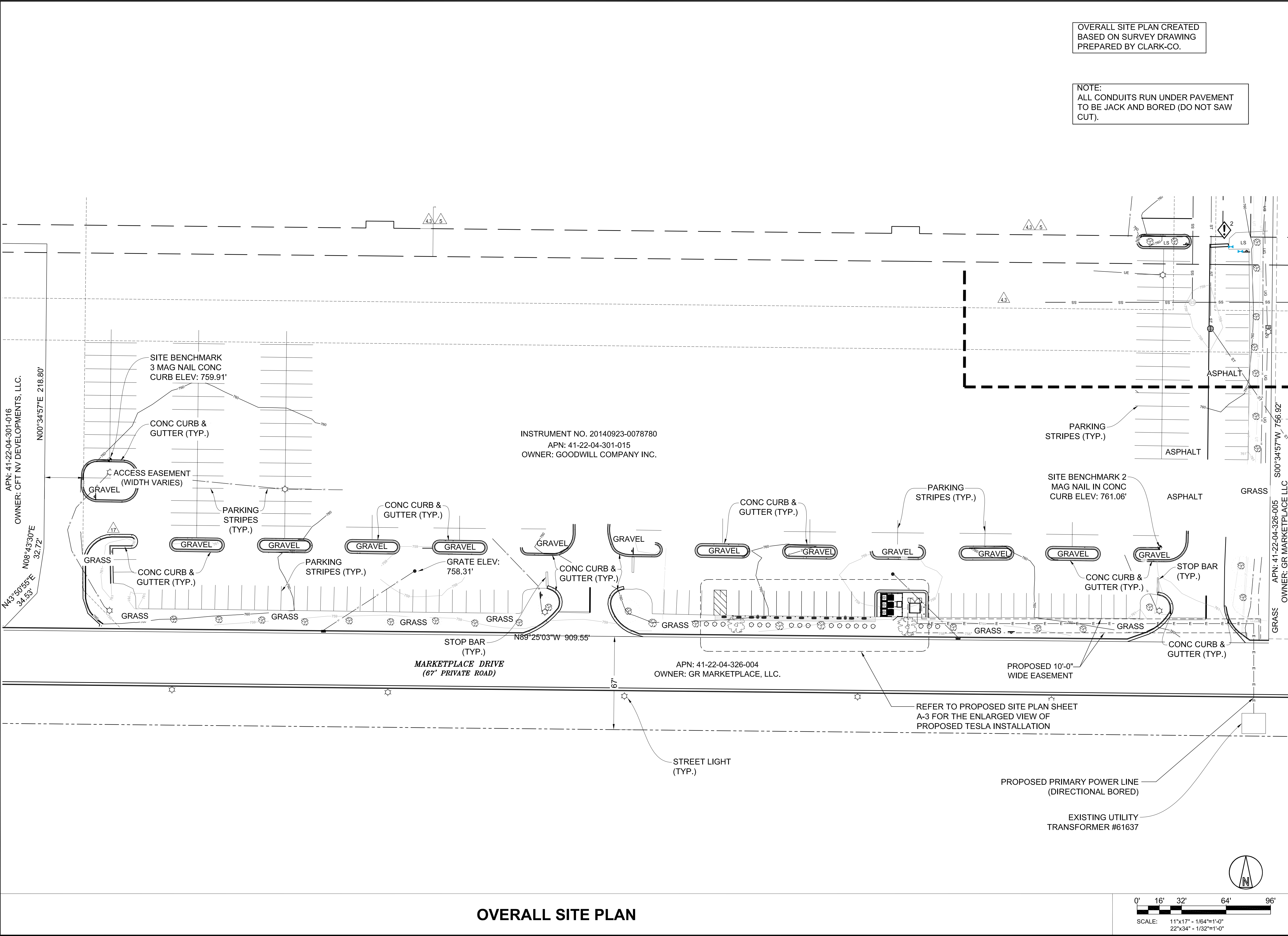
SHEET NUMBER
T-1

SITE INFORMATION	APPLICABLE CODES	PROJECT DESCRIPTION	ZONING INFORMATION	DRAWING INDEX																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																												
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EQUIPMENT SUPPLIER: TESLA MOTORS, INC. 3500 DEER CREEK RD PALO ALTO, CA 94304 (650) 681-5000 POWER COMPANY: CMS ENERGY COUNTY: KENT LATITUDE (NAD83): 42° 50' 41.7" N 42.844915 LONGITUDE (NAD83): 85° 37' 09.2" W -85.619230	ALL WORK SHALL COMPLY WITH THE FOLLOWING APPLICABLE CODES: 2015 INTERNATIONAL BUILDING CODE 2017 NATIONAL ELECTRIC CODE IN THE EVENT OF CONFLICT, THE MOST RESTRICTIVE CODE SHALL PREVAIL	- INSTALL (3) TESLA SUPERCHARGER CABINETS - INSTALL (12) TESLA CHARGING STATIONS - INSTALL (2) 75W LIGHT POSTS WITH BACK SHIELD - INSTALL (1) UTILITY TRANSFORMER - INSTALL (1) SWITCHGEAR ASSEMBLY - INSTALL (1) METER MOUNTED TO TRANSFORMER	PERMITTING JURISDICTION: GAINES TOWNSHIP DAN WELLS Dan.Wells@GainesTownship.org (616) 698 6640	<table><tr><th>SHEET NO:</th><th>SHEET TITLE</th></tr><tr><td>T-1</td><td>TITLE SHEET & PROJECT DATA</td></tr><tr><td>A-1</td><td>OVERALL SITE PLAN</td></tr><tr><td>A-2</td><td>DEMOLITION PLAN</td></tr><tr><td>A-3</td><td>PROPOSED SITE PLAN</td></tr><tr><td>A-4</td><td>SITE ELEVATIONS</td></tr><tr><td>A-5</td><td>TREX ENCLOSURE DETAILS</td></tr><tr><td>LS-1</td><td>LANDSCAPING PLAN</td></tr><tr><td>E-1</td><td>ELECTRICAL SITE PLAN</td></tr><tr><td>E-2</td><td>ELECTRICAL PLAN</td></tr><tr><td>E-3</td><td>SYSTEM ONE-LINE & V3 SUPERCHARGER INTERCONNECTION DIAGRAM</td></tr><tr><td>E-4</td><td>PLACARDS AND LABELS</td></tr><tr><td>G-1</td><td>GROUNDING DETAILS</td></tr><tr><td>D-1</td><td>INSTALLATION DETAILS</td></tr><tr><td>D-2</td><td>INSTALLATION DETAILS</td></tr><tr><td>D-3</td><td>INSTALLATION DETAILS</td></tr><tr><td> </td><td> </td></tr><tr><td> </td><td> </td></tr><tr><td> </td><td> </td></tr><tr><td> </td><td> </td></tr><tr><td> </td><td> </td></tr><tr><td> </td><td> </td></tr><tr><td> </td><td> </td></tr><tr><td> </td><td> </td></tr><tr><td> </td><td> </td></tr><tr><td> </td><td> </td></tr><tr><td> </td><td> </td></tr><tr><td> </td><td> </td></tr><tr><td> </td><td> </td></tr><tr><td> </td><td> </td></tr><tr><td> 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ELEVATIONS	A-5	TREX ENCLOSURE DETAILS	LS-1	LANDSCAPING PLAN	E-1	ELECTRICAL SITE PLAN	E-2	ELECTRICAL PLAN	E-3	SYSTEM ONE-LINE & V3 SUPERCHARGER INTERCONNECTION DIAGRAM	E-4	PLACARDS AND LABELS	G-1	GROUNDING DETAILS	D-1	INSTALLATION DETAILS	D-2	INSTALLATION DETAILS	D-3	INSTALLATION DETAILS																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																												
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IF YOU DIG IN ANY STATE
DIAL 811 FOR THE LOCAL
"ONE CALL CENTER" -
IT'S THE LAW

THE UTILITIES SHOWN HEREIN ARE FOR THE CONTRACTORS CONVENIENCE ONLY. THERE MAY BE OTHER UTILITIES NOT SHOWN ON THESE PLANS. THE ENGINEER/SURVEYOR ASSUMES NO RESPONSIBILITY FOR THE LOCATIONS SHOWN AND IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO VERIFY ALL THE UTILITIES WITHIN THE LIMITS OF THE WORK. ALL DAMAGE MADE TO THE EXISTING UTILITIES BY THE CONTRACTOR SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR.



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PALO ALTO, CA 94304
(650) 681-5000



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Wixom, Michigan 48393
PHONE: 248-705-9212

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CHECKED BY: PL

REV	DATE	DESCRIPTION
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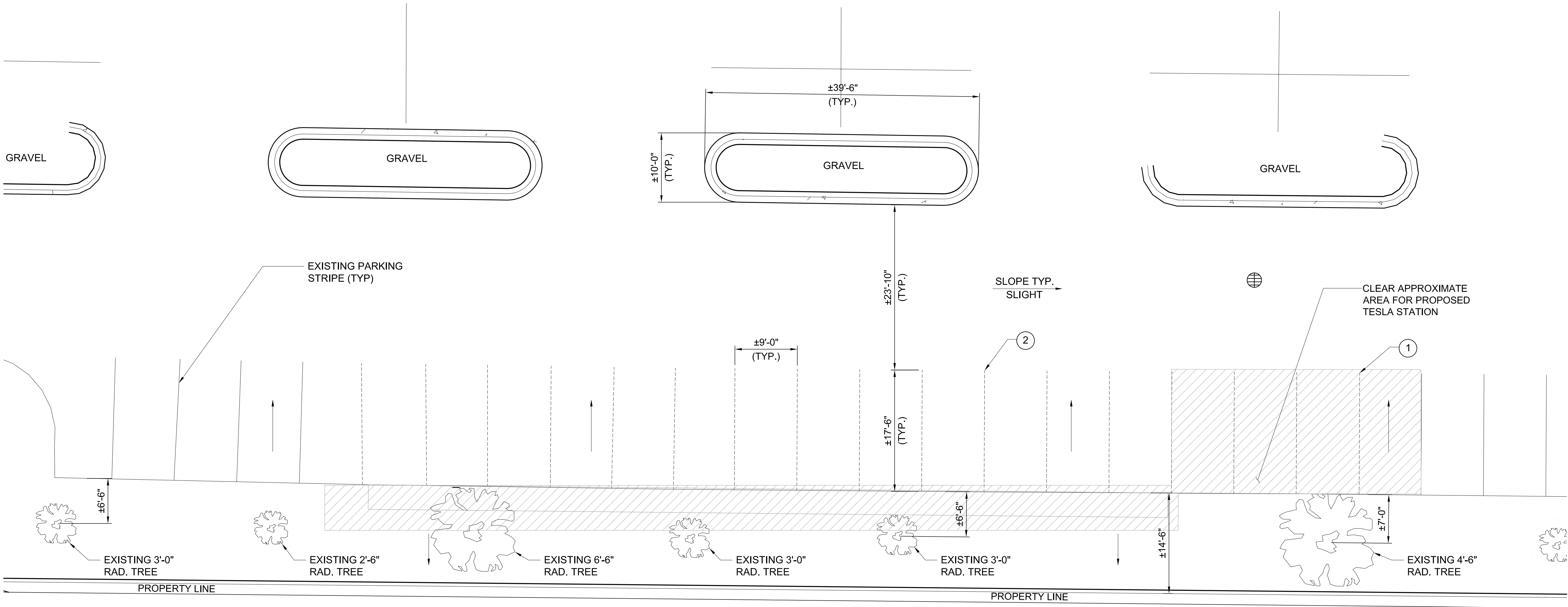
CONSISTENT WITH APPLICABLE LICENSING LAWS THIS SEAL CERTIFIES ONLY THAT THE ARCHITECTURAL DESIGN WORK WAS PREPARED EITHER PERSONALLY BY ME OR UNDER MY IMMEDIATE AND DIRECT SUPERVISION AND CONTROL. THE SEAL IS NOT INTENDED TO AND DOES NOT IN FACT ATTEST TO ANY ENGINEERING WORK THAT WOULD FALL OUTSIDE THE SCOPE OF WHAT THE APPLICABLE LICENSING LAWS WOULD PERMIT AS THE PRACTICE OF ARCHITECTURE.

SITE NAME: CALEDONIA, MI
1801 MARKETPLACE DRIVE
CALEDONIA, MI 49316

SHEET TITLE
OVERALL SITE PLAN

SHEET NUMBER
A-1

DEMOLITION SCOPE OF WORK	
①	EXISTING PARKING STRIPES TO BE REMOVED (TYP OF 4)
②	EXISTING PARKING STRIPES TO BE REMOVED AND RESTRIPED (TYP OF 13)



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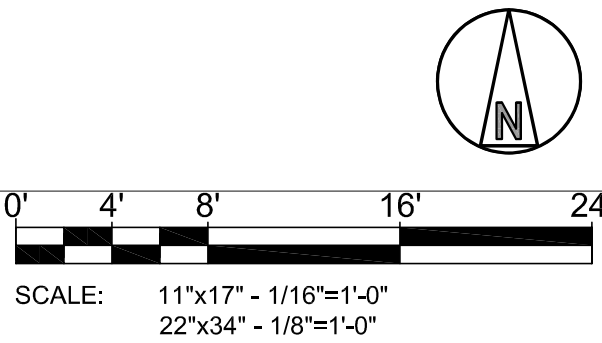
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1801 MARKETPLACE DRIVE
CALEDONIA, MI 49316

SHEET TITLE
DEMOLITION SITE PLAN

SHEET NUMBER
A-2

DEMOLITION PLAN

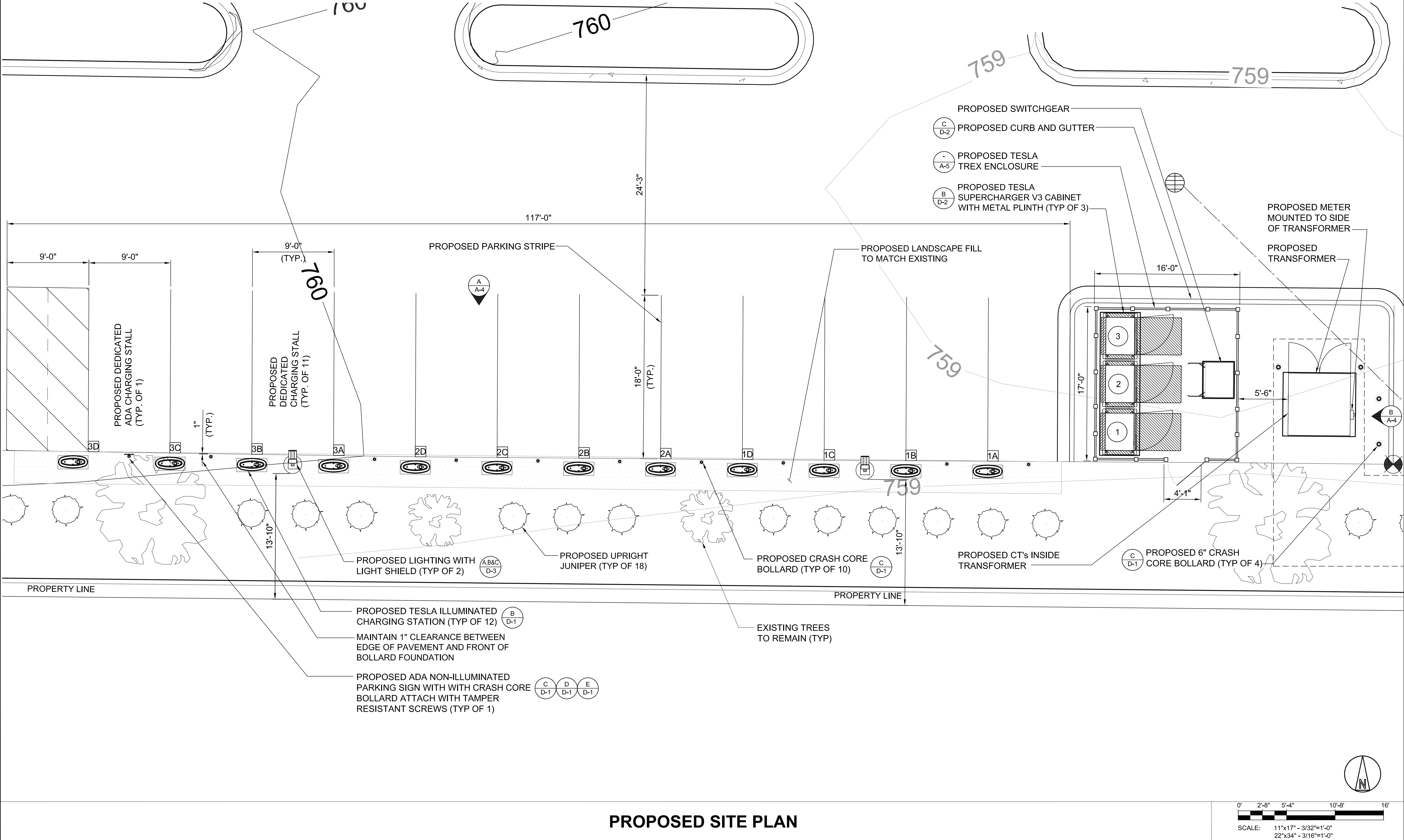


PROJECT AREA STALL COUNT	
EXISTING STALL COUNT	39
PROPOSED TESLA CHARGING STALLS	12
EXISTING STALLS TO BE REMOVED (FOR PROPOSED ADA STALL)	17
TOTAL PROPOSED STALL COUNT	12
TOTAL GENERAL PARKING STALL COUNT	34

TESLA EQUIPMENT SCHEDULE			
TESLA EQUIPMENT	DESCRIPTION	PART NUMBER	QUANTITY
SUPERCHARGER CABINETS	VERSION 3	1450758-00-D	3
CHARGING POST	VERSION 3	1088585-00-D	12

NOTES

- CONTRACTOR SHALL RETURN ALL DISTURBED AREAS OF PROPERTY TO ORIGINAL SITE CONDITION.
- THE CONTRACTOR SHALL VERIFY ALL DEMOLITION AND CONSTRUCTION QUANTITIES PRIOR TO BIDDING.
- CONTRACTOR SHALL BE RESPONSIBLE FOR SEAL COAT AND RE-STRIPING OF STALL AREA UPON COMPLETION OF WORK, WHERE APPLICABLE. GC TO VERIFY ALL DEPTHS, DIMENSIONS AND SQUARE FOOTAGE WITH TESLA CM BEFORE CONSTRUCTION.
- EXISTING PARKING LOT IS CONCRETE. NEW PARKING LOT TO MATCH EXISTING. PROPOSED PARKING LOT ADDITION TO MATCH EXISTING CONCRETE PARKING AREA. FOR NEW CURB AND CONCRETE DETAILS SEE SHEET D-1.



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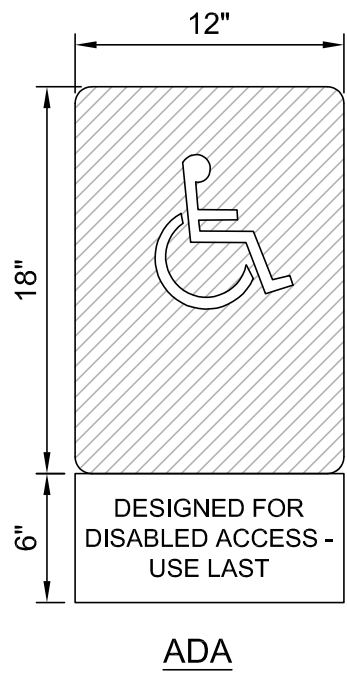
SITE NAME: CALEDONIA, MI
1801 MARKETPLACE DRIVE
CALEDONIA, MI 49316

SHEET TITLE
PROPOSED SITE PLAN

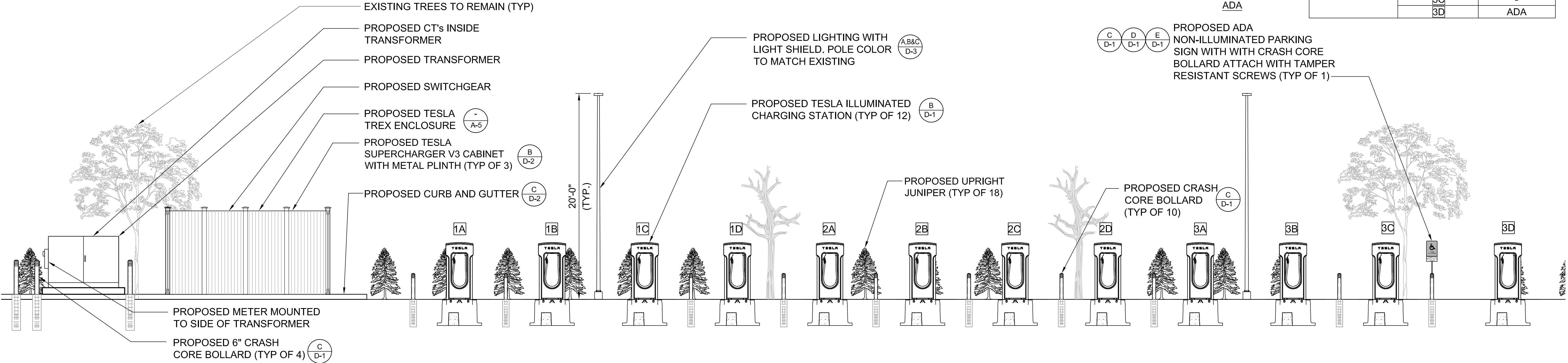
SHEET NUMBER
A-3

NOTES

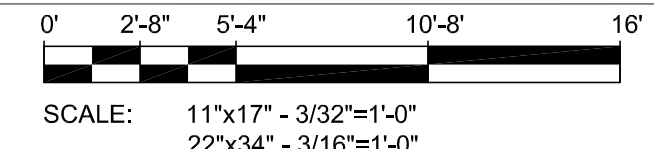
1. BOTTOM OF LOWEST SIGN TO BE INSTALLED 54" ABOVE GRADE.
2. ADDITIONAL PARKING SIGNS TO BE INSTALLED 2" ABOVE TOP OF PREVIOUS SIGN.
3. DO NOT ANCHOR SIGNAGE OR PENETRATE SIDE OF SWITCHGEAR ASSEMBLY.
4. SIGNAGE TO BE REFLECTIVE VINYL.
5. SIGNAGE SHALL BE PRINTED WITH RED LETTERING ON A WHITE BACKGROUND.
6. ALL TEXT SHALL BE CAPITAL LETTERS. LABEL FONT SHALL BE ARIAL (OR SIMILAR) AND IS NOT TO BE BOLD.
7. CONTRAST BETWEEN CHARACTERS, SYMBOLS AND THEIR BACKGROUND SHALL BE 70% MINIMUM AND HAVE A NON GLARE FINISH.



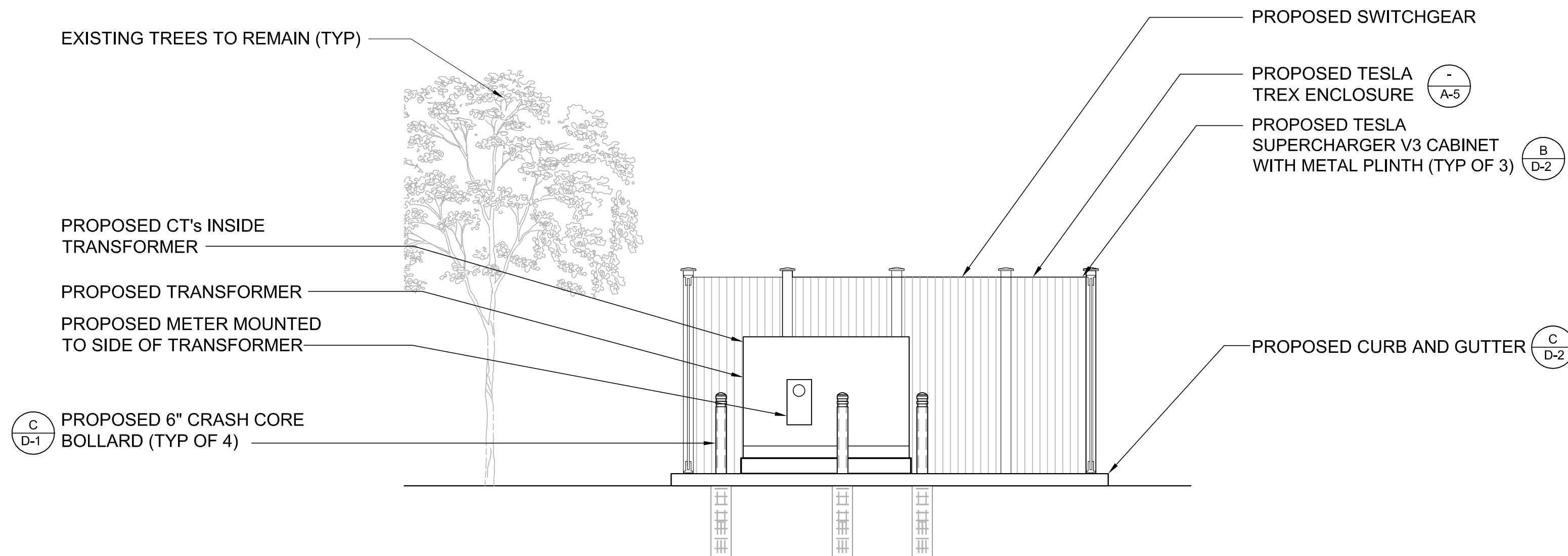
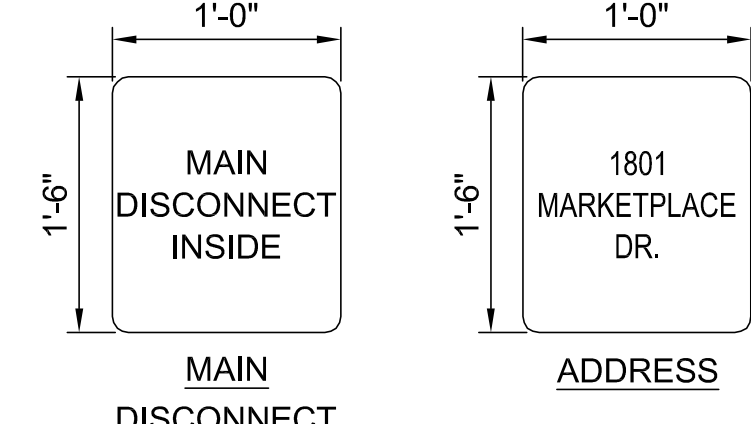
CHARGING POST SIGNAGE SCHEDULE		
SUPERCHARGER	CHARGE POST	SIGN(S) TO INSTALL
①	1A	-
	1B	-
	1C	-
	1D	-
②	2A	-
	2B	-
	2C	-
	2D	-
③	3A	-
	3B	-
	3C	-
	3D	ADA



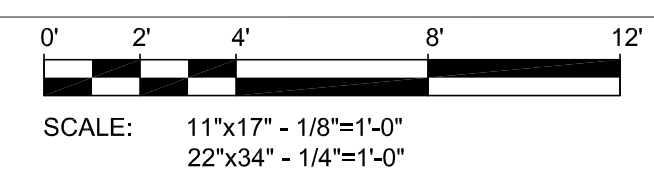
SITE ELEVATION



A



SITE ELEVATION



B



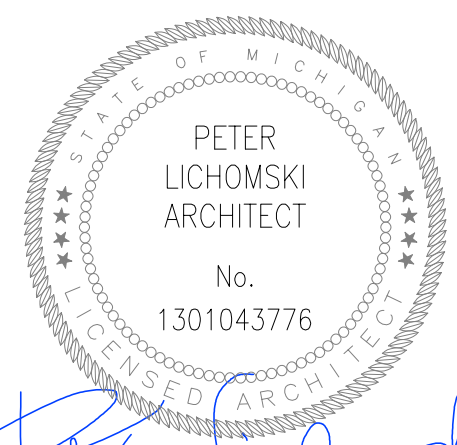
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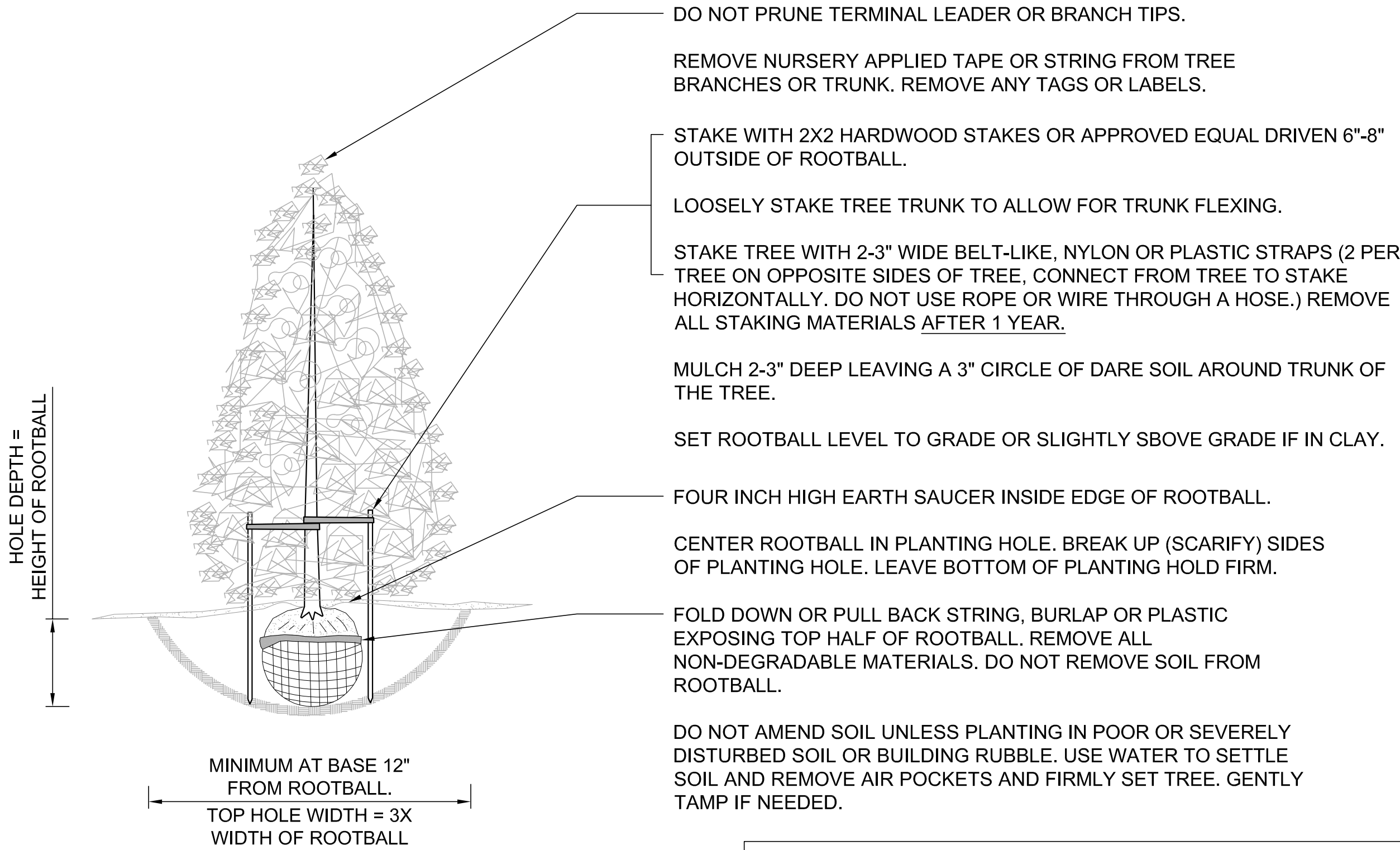


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SHEET TITLE
SITE ELEVATION

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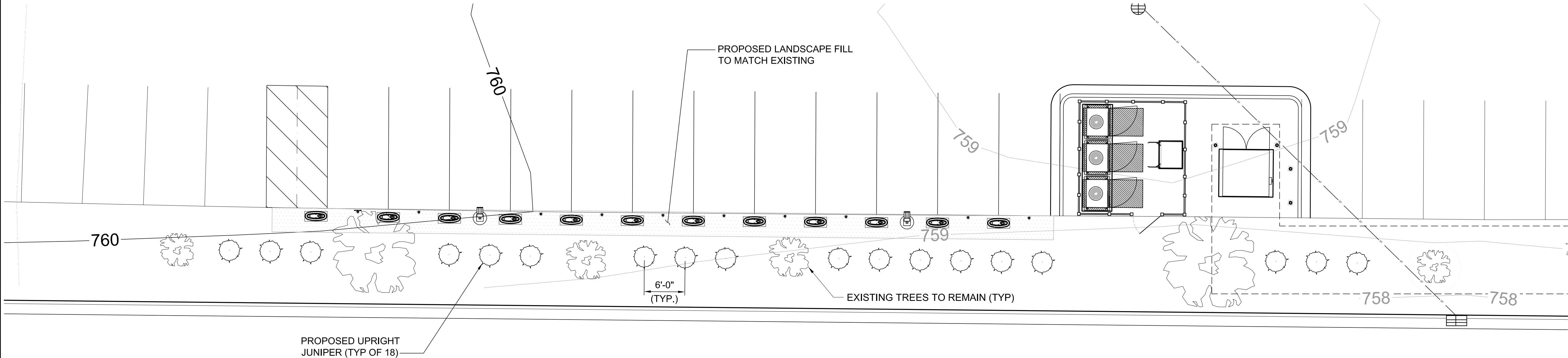


EVERGREEN TREE PLANTING
AND STAKING DEATAIL

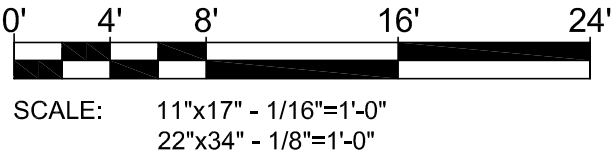
GENERAL NOTE

- ALL PLANTS SHALL BE WATERED THOROUGHLY TWICE DURING THE FIRST 24 HOUR PERIOD AFTER PLANTING. CONTRACTOR TO PROVIDE WATERING PLAN FOR THE FIRST GROWING SEASON.
- PLANTINGS SHALL BE LEVEL OR SLIGHTLY BELOW THE ISLAND'S EDGE TO FACILITATE RAIN WATER COLLECTION FOR THE PLANTS AND TO KEEP ALL PLANT MATERIALS (MULCH, STONES, ETC.) IN THE ISLAND.

PLANT SCHEDULE						
CODE	BOTANICAL NAME	COMMON NAME	QTY	SIZE (AT CONSTRUCTION)	SPACING	SPECIFICATIONS (AT FULL SIZE)
EVERGREEN_SHRUBS	JUNIPERUS CHINENSIS	UPRIGHT JUNIPER	18	5'-0" HIGH	6'-0" O.C	10'-15' TALL, 4'-0' WIDE



LANDSCAPING PLAN



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A	01/18/2023	CD90



CONSISTENT WITH APPLICABLE LICENSING LAWS THIS SEAL CERTIFIES ONLY THAT THE ARCHITECTURAL DESIGN WORK WAS PREPARED EITHER PERSONALLY BY ME OR UNDER MY IMMEDIATE AND DIRECT SUPERVISION AND CONTROL. THE SEAL IS NOT INTENDED TO AND DOES NOT IN FACT ATTEST TO ANY ENGINEERING WORK THAT WOULD FALL OUTSIDE THE SCOPE OF WHAT THE APPLICABLE LICENSING LAWS WOULD PERMIT AS THE PRACTICE OF ARCHITECTURE.

SITE NAME: CALEDONIA, MI
1801 MARKETPLACE DRIVE
CALEDONIA, MI 49316

SHEET TITLE
LANDSCAPING PLAN

SHEET NUMBER

LS-1

NOTES:

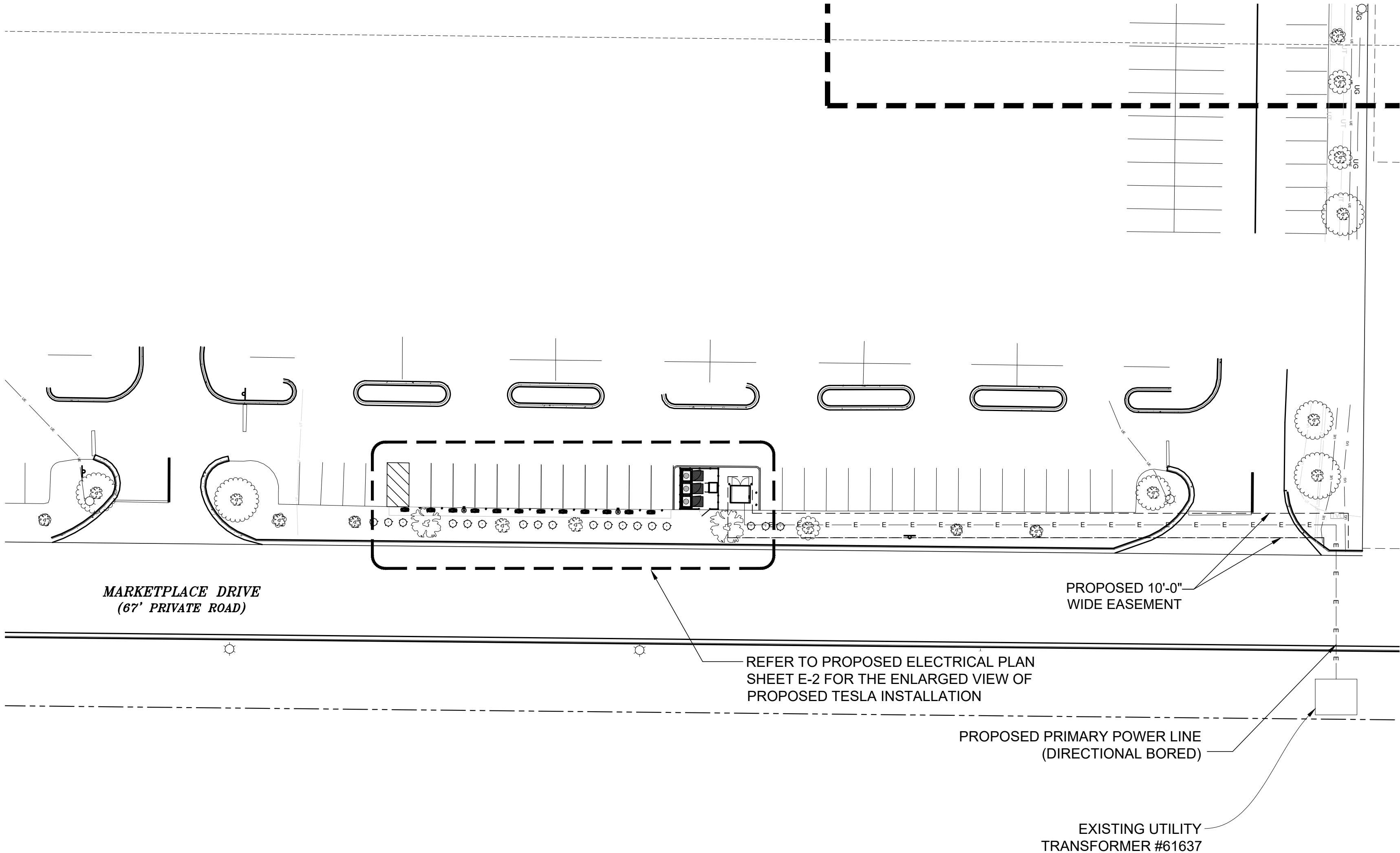
1. THE UTILITY DESIGN DETAILS SUMMARIZED ON THIS SHEET ARE FOR PROPERTY OWNER REVIEW. THE CONTRACTOR SHALL REFERENCE THE UTILITY DESIGN PACKAGE (UDP), PROVIDED WITH THE "ISSUED FOR CONSTRUCTION" DRAWINGS FOR BIDDING. THE CONTRACTOR SHALL INSTALL THE UTILITY RELATED SCOPE OF WORK PER UTILITY CONSTRUCTION SPECIFICATION REQUIREMENTS.
2. UTILITY EQUIPMENT INSTALLATIONS AND PREP WORK AND TERMINATION OF SERVICE CONDUCTORS SHALL BE COORDINATED WITH THE APPROPRIATE UTILITY ENGINEER AT TIME OF PRECONSTRUCTION MEETING TO ENSURE ACCURACY OF INSTALLATIONS.
3. TRANSFORMER BOLLARD PROTECTION TO BE INSTALLED PER UTILITY SPECIFICATION. ADDITIONAL BOLLARD PROTECTION MAY BE REQUIRED AT THE DISCRETION OF THE UTILITY FIELD INSPECTION PERSONNEL.

ELECTRICAL SCOPE OF WORK RESPONSIBILITIES			
SCOPE	BY UTILITY	BY TESLA	N/A
PROVIDE PRIMARY SIDE TRENCHING	X		
PROVIDE & INSTALL PRIMARY SIDE CONDUITS	X		
PROVIDE & INSTALL PRIMARY SIDE CONDUCTORS	X		
PROVIDE & INSTALL UTILITY TRANSFORMER PAD	X	X	
PROVIDE UTILITY TRANSFORMER	X		
INSTALL UTILITY TRANSFORMER	X		
INSTALL CONNECTIONS AT UTILITY TRANSFORMER (PRIMARY)	X		
INSTALL CONNECTIONS AT UTILITY TRANSFORMER (SECONDARY)		X	
PROVIDE METER BASE	X		
INSTALL METER BASE	X		
PROVIDE METER	X		
INSTALL METER	X		
PROVIDE CT CABINET			X
INSTALL CT CABINET			X
PROVIDE CTs	X		
INSTALL CTS	X		
PROVIDE SECONDARY SIDE TRENCHING		X	
PROVIDE & INSTALL SECONDARY SIDE CONDUITS W/ PULLWIRE		X	
PROVIDE & INSTALL SECONDARY SIDE CONDUCTORS		X	
PROVIDE ROAD CUTS / ROAD BORES / PAVEMENT REPLACEMENT		X	
PROVIDE & INSTALL LANDSCAPE REMEDIATION		X	

NOTE: SCOPE SHOWN ABOVE WAS PROVIDED BY CMS ENERGY. FIELD VERIFY PRIOR TO CONSTRUCTION.

POWER COMPANY:
CMS ENERGY
CHANCE NESLONEY
chance.nesloney@cmsenergy.com
(616) 268-6318

NOTE:
ALL CONDUITS RUN UNDER PAVEMENT
TO BE JACK AND BORED (DO NOT SAW
CUT).



3500 DEER CREEK RD
PALO ALTO, CA 94304
(650) 681-5000



49030 Pontiac Trail, Ste 400
Wixom, Michigan 48393
PHONE: 248-705-9212

DRAWN BY: JSR
CHECKED BY: RCH

REV	DATE	DESCRIPTION
F	06/20/2023	CD 100's
E	06/09/2023	CD 100's
D	03/03/2023	IFP CD 100's
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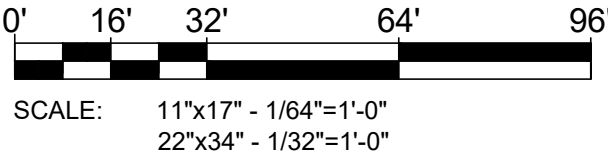
SITE NAME: CALEDONIA, MI
1801 MARKETPLACE DRIVE
CALEDONIA, MI 49316

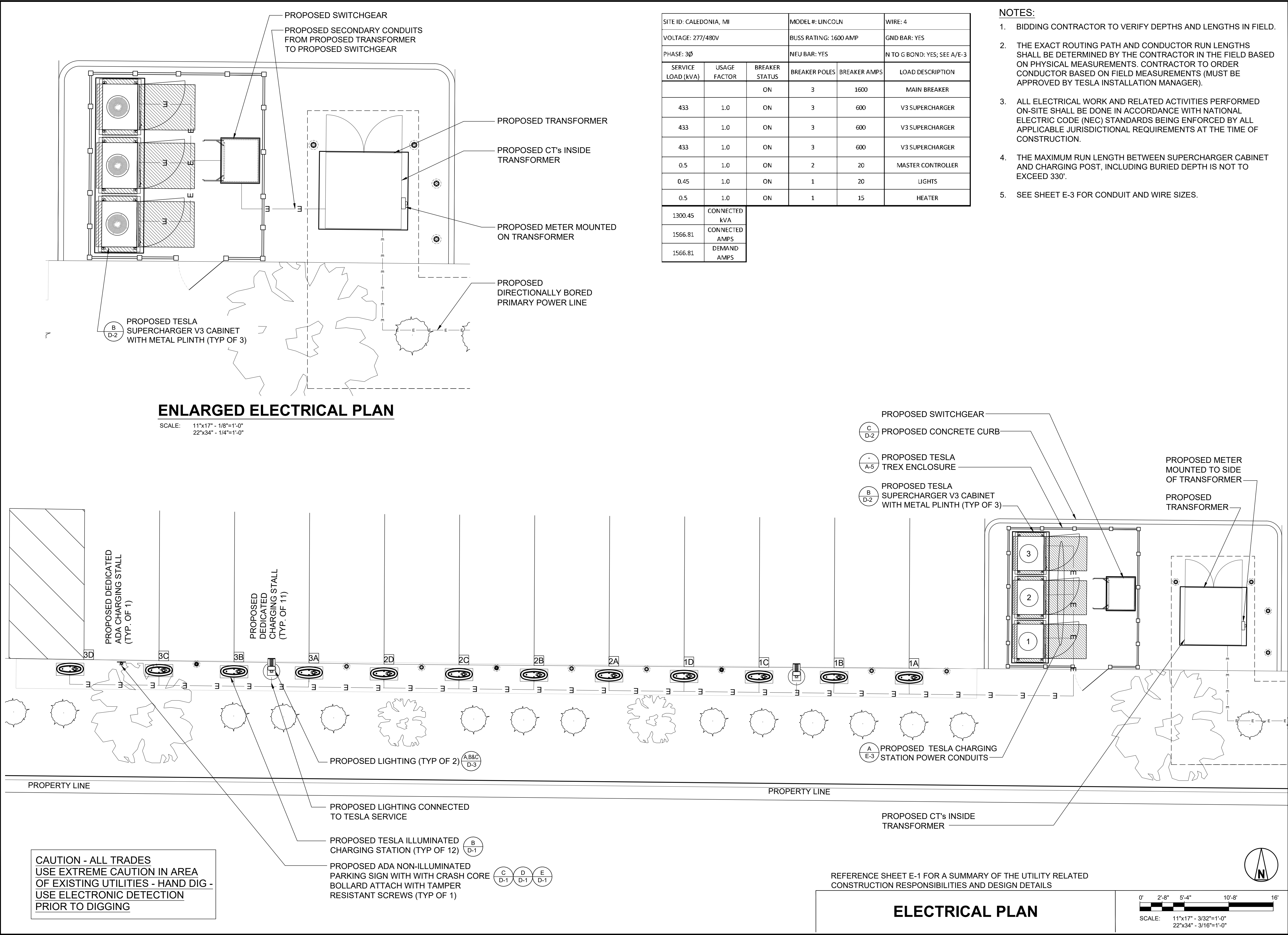
SHEET TITLE
ELECTRICAL SITE PLAN

SHEET NUMBER

E-1

ELECTRICAL SITE PLAN





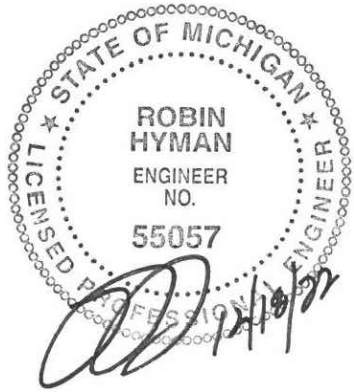
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LAB

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SITE NAME: CALEDONIA, MI
1801 MARKETPLACE DRIVE
CALEDONIA, MI 49316

SHEET TITLE
ELECTRICAL PLAN

SHEET NUMBER
E-2

ELECTRICAL FEEDER SCHEDULE			
NO	FROM	TO	CONFIGURATION
1	UTILITY TRANSFORMER/ METERING	PROPOSED SERVICE EQUIPMENT; INCOMING	{3} 600MCM AI (XHHW-2) {1} 600MCM AI (XHHW-2) NEUT IN EACH OF (5) 4" PVC OR HDPE CONDUIT
2	PROPOSED SERVICE EQUIPMENT; INCOMING	PROPOSED SERVICE EQUIPMENT; MAIN BREAKER	FACTORY INSTALLED BUSS
3	PROPOSED SERVICE EQUIPMENT; MAIN BREAKER	PROPOSED SERVICE EQUIPMENT; DISTRIBUTION PANEL	FACTORY INSTALLED BUSS
4	PROPOSED SERVICE EQUIPMENT; DISTRIBUTION PANEL	PROPOSED TESLA V3 CHARGING CABINETS	{3} 500MCM AI (XHHW-2, THWN-2, OR RW90) {1} 500MCM AI (XHHW-2, THWN-2, OR RW90) NEUT {1} #1 AWG Cu GND or {1} #2/0 AL GND IN EACH OF (2) 4" PVC OR HDPE CONDUIT
5	SITE MASTER CONTROLLER	PROPOSED TESLA CHARGING CABINETS	CAT6, SHIELDED, WEATHPROOF, COMMUNICATIONS CABLE. INSTALL WITH METAL CONNECTOR AT SITE MASTER END IN 1" PVC OR HDPE CONDUIT.
6	PROPOSED TESLA V3 CHARGING CABINET	PROPOSED TESLA CHARGING POST	{4} 350MCM AI (XHHW-2, 1000V) {1} #1 AWG Cu GND or {1} #2/0 AL GND {1} 600V COMM CABLE IN 4" PVC OR HDPE CONDUIT PROVIDE DURALINE 90 DEGREE PVC TRANSITIONS
7	CENTER CHARGING CABINET (SHARED DC BUS CABINET)	DC BUS OF EACH CHARGING CABINET	{2} 600MCM AI (XHHW-2) ALT OR {2} 350MCM AI (XHHW-2) V3 {1} #1/0 AWG Cu GND, {1} #3/0 AWG AI DC MID IN EACH OF (2) 3" PVC OR HDPE CONDUIT OR PRECAST CONCRETE WIREWAY
8	PROPOSED SERVICE EQUIPMENT; DISTRIBUTION PANEL	PROPOSED INTERNAL EQUIPMENT HEATER	FACTORY INSTALLED CABLING (BY MANUFACTURER)

- GENERAL SHEET NOTES
1. NEUTRAL MUST BE INCLUDED FOR PROPER OPERATION OF TESLA SUPERCHARGERS.

2. PROPOSED UTILITY PTs & CTs SHALL BE IN TRANSFORMER . PROPOSED METER SHALL BE MOUNTED ON TRANSFORMER. COORDINATE EXACT WIRING WITH UTILITY.

3. SEE SHEET E-2 FOR PANEL SCHEDULES.

4. ALL CONDUIT FURNISHED AND INSTALLED BY CONTRACTOR. ALL WIRING FURNISHED BY TESLA AND INSTALLED BY CONTRACTOR.

5. ALL CONDUITS ACCESSIBLE TO THE GENERAL PUBLIC OR WHICH CONDUITS CAN BE DAMAGED SHALL BE RIGID GALVANIZED STEEL.

6. ALL BUSHINGS AND INTERNAL WIRING OF PROPOSED SERVICE EQUIPMENT PROVIDED BY MANUFACTURER. ANY MODIFICATIONS SHALL REQUIRE ENGINEERING APPROVAL PRIOR TO ANY CHANGES BEING MADE.

7. CONTRACTOR SHALL PERFORM ARC FLASH CALCULATIONS AS REQUIRED IN THE FOLLOWING: NFPA 70; NFPA 70E; OSHA 29; AND IEEE STANDARDS 1584. CONTRACTOR SHALL OBTAIN ALL NECESSARY INFORMATION FROM POWER COMPANY TO CALCULATE FLASH PROTECTION BOUNDARIES, INCIDENT ENERGY LEVELS, AND SHALL DETERMINE MINIMUM PPE REQUIREMENTS FOR COMPLETING THE WARNING LABELS. PROVIDE WARNING LABELS CONTAINING ALL THE LATEST INFORMATION AS REQUIRED BY LOCAL JURISDICTION, STATE AND FEDERAL CODES AND LAWS.

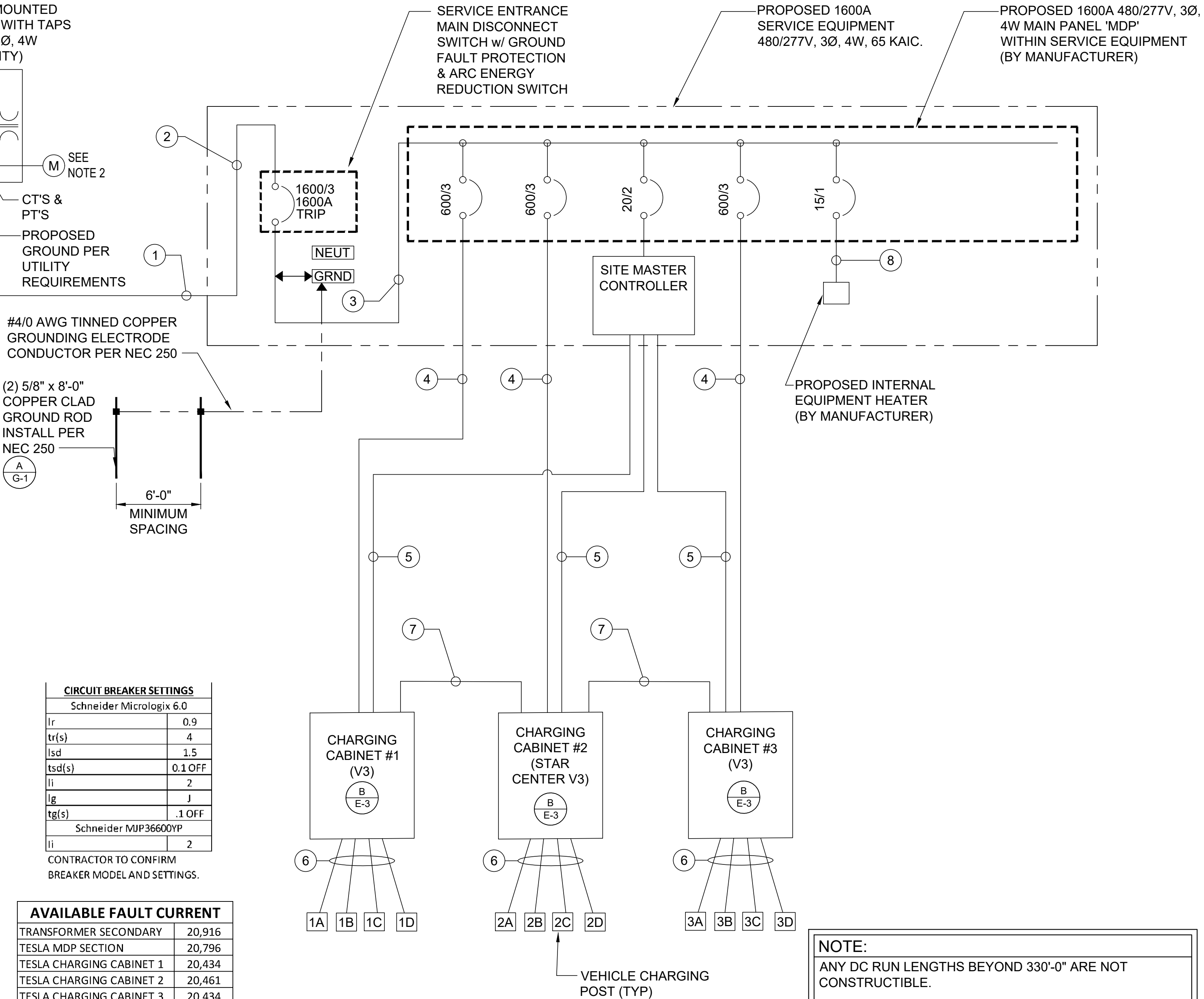
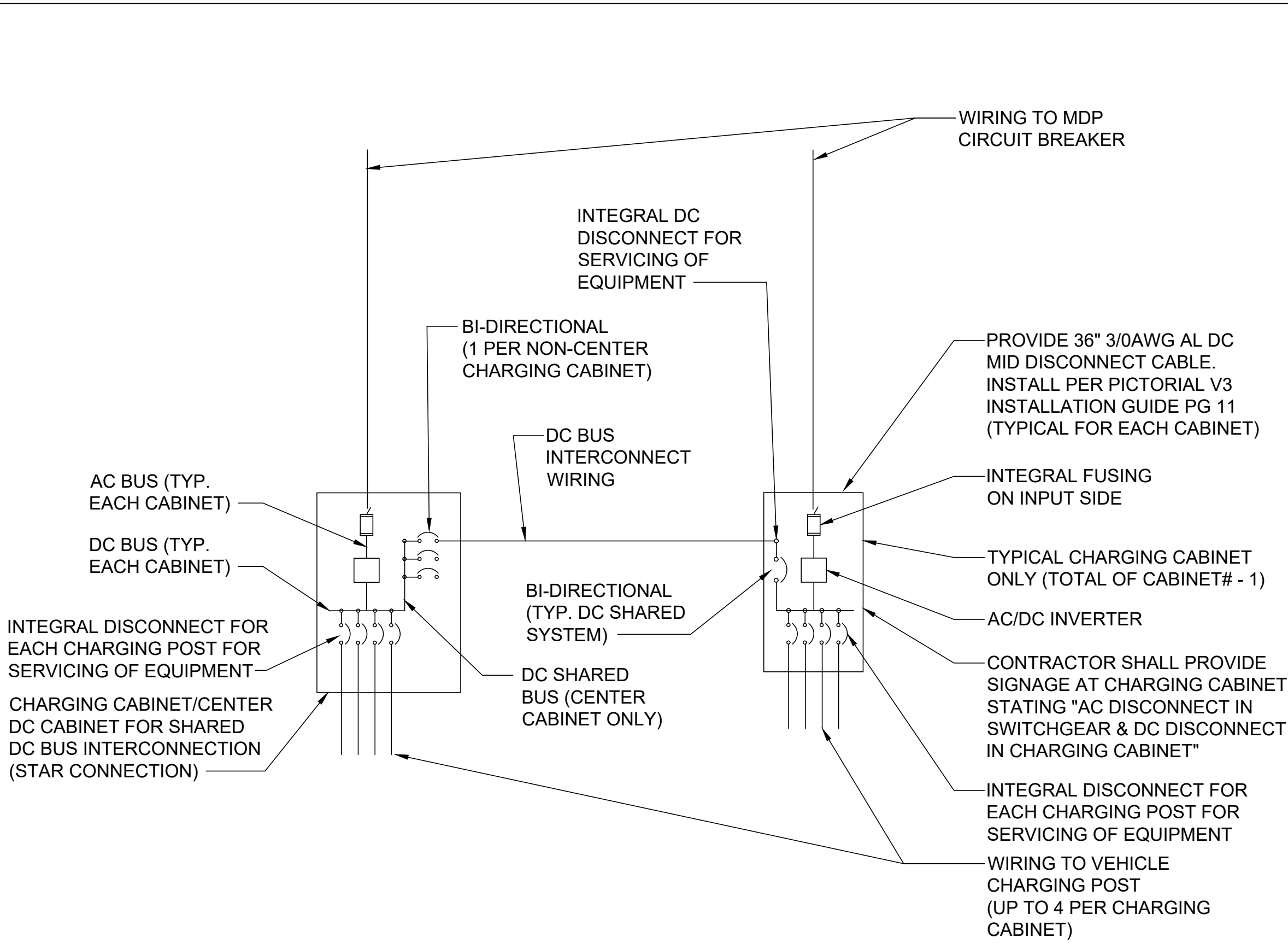
8. VERIFY AVAILABLE FAULT CURRENT AT THE SECONDARY OF THE UTILITY TRANSFORMER WITH THE POWER COMPANY. CONDUCT A FAULT CURRENT ANALYSIS TO DETERMINE THE INTERRUPTING CAPACITY (AIC RATING) OF THE ELECTRICAL EQUIPMENT. AIC RATING OF EQUIPMENT SHALL BE BASED UPON CONTRACTOR'S FAULT CURRENT ANALYSIS.

9. ALL ALUMINUM (AI) CONDUCTORS TO RECEIVE ANTI-OXIDATIVE COATING DURING INSTALLATION. ALL OTHER CONDUCTORS ARE COPPER UNLESS NOTED OTHERWISE.

10. THE CHARGING CABINETS AND THE CHARGING POSTS USED ON THIS PROJECT COMPLY WITH THE FOLLOWING STANDARDS:
 - UL 2202
 - CSA 22.2 NO 107.1-16
 - UL 1998 PENDING

11. THE AFOREMENTIONED STANDARDS IDENTIFY THE REQUIREMENTS MET BY THE EQUIPMENT, INCLUDING BUT NOT LIMITED TO:
 - PROTECTION AGAINST ELECTRIC SHOCK
 - OVERLOAD AND SHORT CIRCUIT PROTECTION
 - FAULT PROTECTION
 - DEGREES OF PROTECTION AGAINST ACCESS TO HAZARDOUS LIVE PARTS
 - THE INTERNAL COMPONENTS OF THE SYSTEM ARE PROPRIETARY. ANY QUESTIONS CONCERNING ACTUAL INTERNAL PROTECTIVE DEVICES MUST BE COORDINATED DIRECTLY WITH TESLA.

12. CONTRACTOR SHALL VERIFY AC AND DC WIRING REQUIREMENTS WITH VENDOR'S SCHEMATIC WIRING DRAWINGS.



TESLA

3500 DEER CREEK RD
PALO ALTO, CA 94304
(650) 681-5000

LAB

49030 Pontiac Trail, Ste 400
Wixom, Michigan 48393
PHONE: 248-705-9212

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STATE OF MICHIGAN
ROBIN HYMAN
ENGINEER
NO. 55057

SITE NAME: CALEDONIA, MI
1801 MARKETPLACE DRIVE
CALEDONIA, MI 49316

SHEET TITLE
**SYSTEM ONE-LINE & V3
SUPERCHARGER
INTERCONNECTION DIAGRAM**

SHEET NUMBER
E-3

SYSTEM PLACARDS

TESLA SUPERCHARGER

**1801 MARKETPLACE DR
1-877-798-3752**

ATTACH ON FRONT OF SWITCHBOARD

TESLA EV SYSTEM DISCONNECT

ATTACH ON SWITCHBOARD MAIN
DISCONNECT

PLACARD NOTES:

PLACARD TO BE MADE OF RED PHENOLIC PLASTIC W/ 1" WHITE LETTERING, ATTACH PLACARDS WITH RIVETS OR SELF TAPPING SCREWS

ADDITIONAL PLACARDS REQUIRED FOR ARC FLASH LEVELS

**MAXIMUM AVAILABLE
FAULT CURRENT
20,796**
1801 MARKETPLACE DR,
CALEDONIA, MI 49316



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PALO ALTO, CA 94304
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SITE NAME: CALEDONIA, MI
1801 MARKETPLACE DRIVE
CALEDONIA, MI 49316

SHEET TITLE

PLACARDS AND LABELS

SHEET NUMBER

E-4

NOT USED

NO SCALE

A

SYSTEM PLACARDS

NO SCALE

B

CABINET
1

CABINET
2

CABINET
3

STAR
CENTER

NOT USED

NO SCALE

C

CABINET PLACARDS

NO SCALE

D

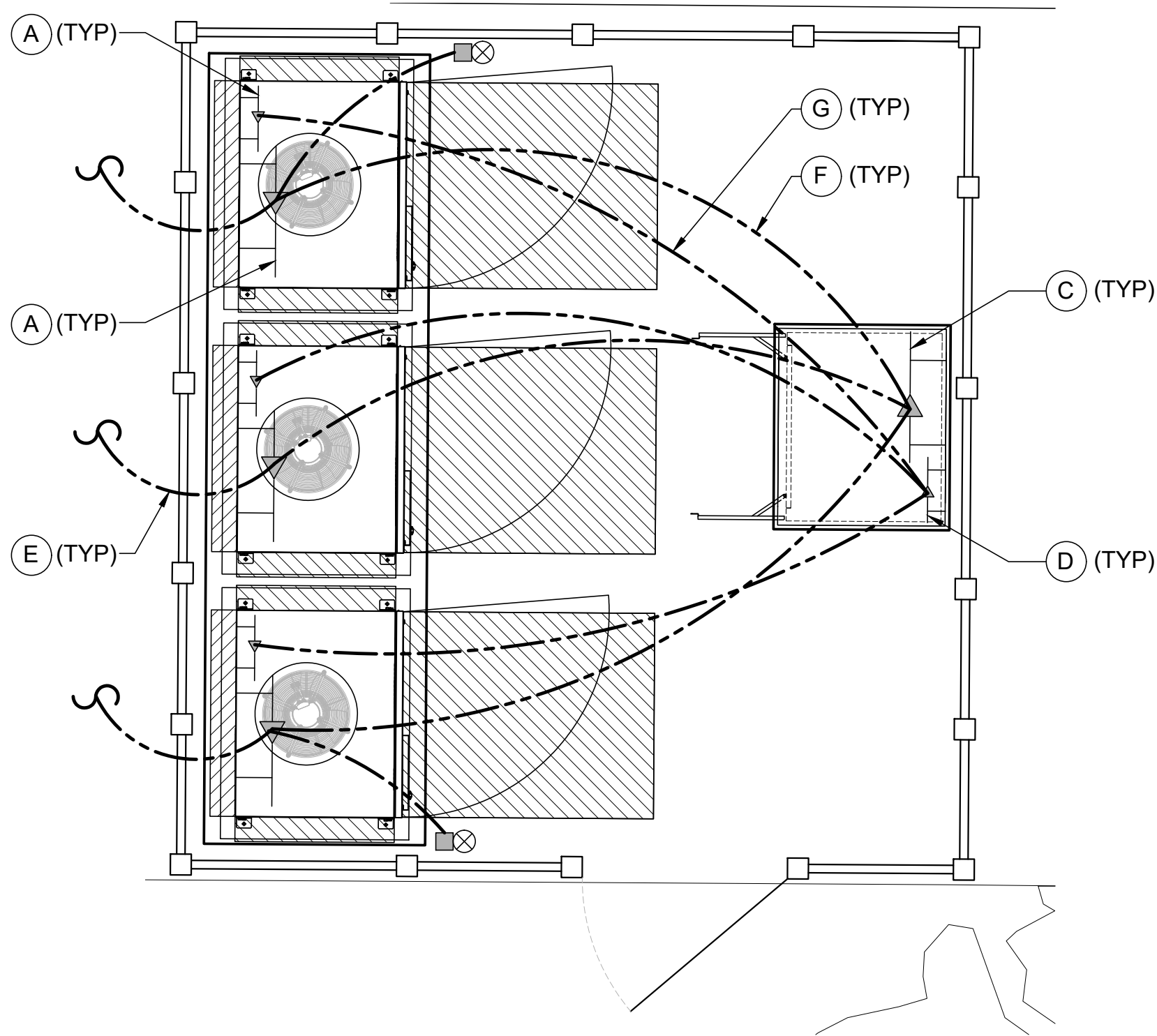
ARC FLASH LABELS

NO SCALE

E

GROUNDING LEGEND

- EXOTHERMIC WELD (2) TWO, #6 AWG BARE TINNED SOLID COPPER CONDUCTORS TO GROUND BAR/LUG. ROUTE CONDUCTORS TO BURIED GROUND RING AND PROVIDE PARALLEL EXOTHERMIC WELD.
- ALL GROUND BARS SHALL BE STAMPED IN TO THE METAL "IF STOLEN DO NOT RECYCLE."
- ALL HARDWARE SHALL BE STAINLESS STEEL 3/8" DIAMETER OR LARGER. ALL HARDWARE 18-8 STAINLESS STEEL INCLUDING LOCK WASHERS, COAT ALL SURFACES WITH AN ANTI-OXIDANT COMPOUND BEFORE MATING.
- FOR GROUND BOND TO STEEL ONLY: INSERT A CADMIUM FLAT WASHER BETWEEN LUG AND STEEL. COAT ALL SURFACES WITH AN ANTI-OXIDANT COMPOUND BEFORE MATING.
- DO NOT INSTALL CABLE GROUND KIT AT A BEND AND ALWAYS DIRECT GROUND CONDUCTOR DOWN TO GROUND BUS.
- NUT AND WASHER SHALL BE PLACED ON THE FRONT SIDE OF THE GROUND BAR AND BOLTED ON THE BACK SIDE. INSTALL BLACK HEAT-SHRINKING TUBE, 600 VOLT INSULATION, ON ALL GROUND TERMINATIONS. THE INTENT IS TO WEATHERPROOF THE COMPRESSION CONNECTION.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR INSTALLING ADDITIONAL GROUND BAR AS REQUIRED, PROVIDING 50% SPARE CONNECTION POINTS.
- ENSURE THE WIRE INSULATION TERMINATION IS WITHIN 1/8" OF THE BARREL (NO SHINERS).
- TESLA CHARGERS HAVE INTERNAL HIGH IMPEDANCE GROUND FAULT PROTECTION (10MΩ).
- EMC - ELECTROMAGNETIC COMPATIBILITY.
- ALL GROUNDING HARDWARE SUPPLIED AND INSTALLED BY CONTRACTOR.



1. Aluminum Grounds for the AC input and DC Post runs (DC Buss must remain copper)

9.3 AC Input

- (2) 4" conduit
- (4) 500 MCM Al (1 per phase/neutral)
- (1) 1 AWG Cu EGC or 2/0 Al EGC*

*Previously only copper was specified. Modified per NEC 250.64 (A) (2).

9.5 DC Post

NOTE: The DC Post conductors are certified as equipment wiring in the V3 Supercharger system certification. Tesla takes responsibility for the specification of these conductors specifically.

NOTE: Use 1000V rated conductors.

- (1) 4" conduit
- (4) 350 MCM Aluminum (two +, two -)
- (1) #1 AWG Cu EGC or 2/0 Al EGC*
- (1) Tesla Signal Cable

*Previously only copper was specified. Modified per NEC 250.64 (A) (2).

GROUNDING LEGEND

- GROUND BUSBAR WITHIN PROPOSED SUPERCHARGER CABINET
- NEUTRAL BUSBER WITHIN PROPOSED SUPERCHARGER CABINET
- GROUND BUSBAR WITHIN PROPOSED MAIN SERVICE EQUIPMENT
- NEUTRAL BUS BER WITHIN PROPOSED MAIN SERVICE EQUIPMENT
- EGC, TYP. "DC#" FROM PROPOSED SUPERCHARGER CABINET TO PROPOSED SUPERCHARGER POST.
- NEUTRAL, TYP. "SPR#" FROM MAIN SERVICE EQUIPMENT TO SUPERCHARGER CABINET
- EGC, TYP. "SPR#" FROM MAIN SERVICE EQUIPMENT TO SUPERCHARGER CABINET

- PROPOSED GROUND CONDUCTOR
- CADWELD CONNECTION (EXOTHERMIC WELD)
- MECHANICAL CONNECTION
- GROUND ROD

TRENCHING NOTES

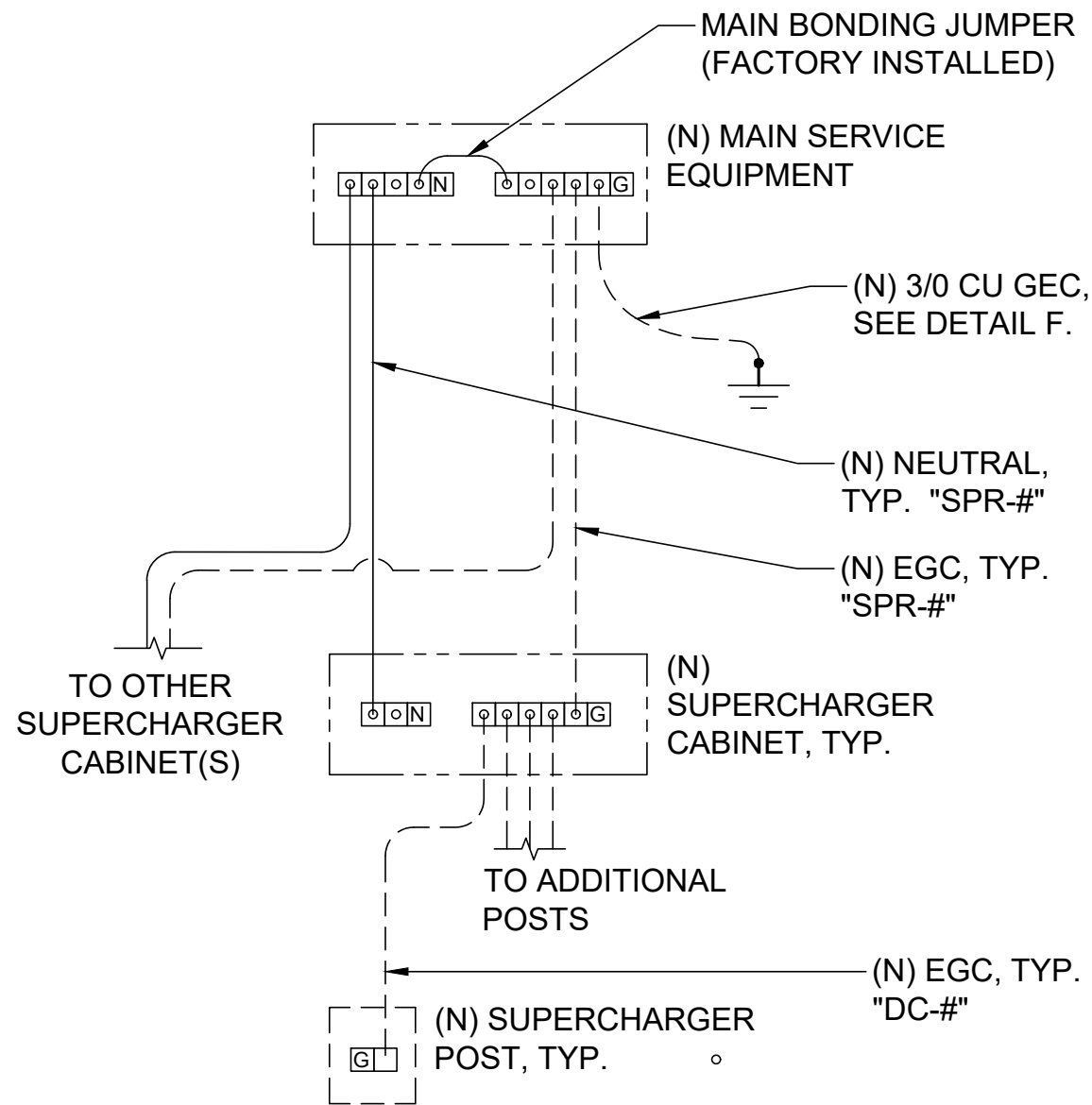
- THE TRENCH DESIGNS ARE THE RESULT OF A THERMAL ANALYSIS OF THE CONDUCTORS UNDER LOAD. FOR PROPER PROTECTION THEY MUST BE FOLLOWED.
- APPROVED BACKFILL IS REQUIRED TO MEET THE DESIGNED RHO VALUES. USE THE SPECIFIED BACKFILL LISTED BELOW OR TEST NATIVE SOIL CONDITIONS TO CONFIRM MAX DEFINED RHO VALUES
- RHO 90 BACKFILL** - LOW STRENGTH FLUIDIZED THERMAL (SLURRY) BACKFILL WITH MIN 28 DAY COMPRESSIVE STRENGTH OF 150 PSI MUST BE USED TO ACHIEVE MAX RHO 90.
- FOR TRENCHES WITH MIXED CIRCUIT TYPES, APPLY THE CONDUIT SPACING FOR THE CIRCUIT TYPE WITH THE LARGER SPACING REQUIREMENT.
- CONDUIT TO BE INSTALLED TO A MAX COVER OF 24". COVER MAY BE REDUCED PER THE NEC TABLE 300.5.

GROUNDING NOTES

- REFER TO ONE-LINE DIAGRAM FOR SPECIFIC CIRCUIT IDENTIFIERS BETWEEN EQUIPMENT.
- REFER TO AC & DC CIRCUIT SCHEDULES FOR NEUTRAL/GROUND SIZING PER CIRCUIT.

SYMBOLS LEGEND

- NEUTRAL BUSBAR
- GROUND BUSBAR
- PRIMARY OR SECONDARY COMMON TERMINAL, AS APPLICABLE
- TERMINAL ON NEUTRAL OR GROUND BUSBAR
- IRREVERSIBLE SPLICE OR CRIMP PER NEC 250.64(C)
- NEC 250.52(A)-COMPLIANT GROUNDING ELECTRODE



GROUNDING PLAN

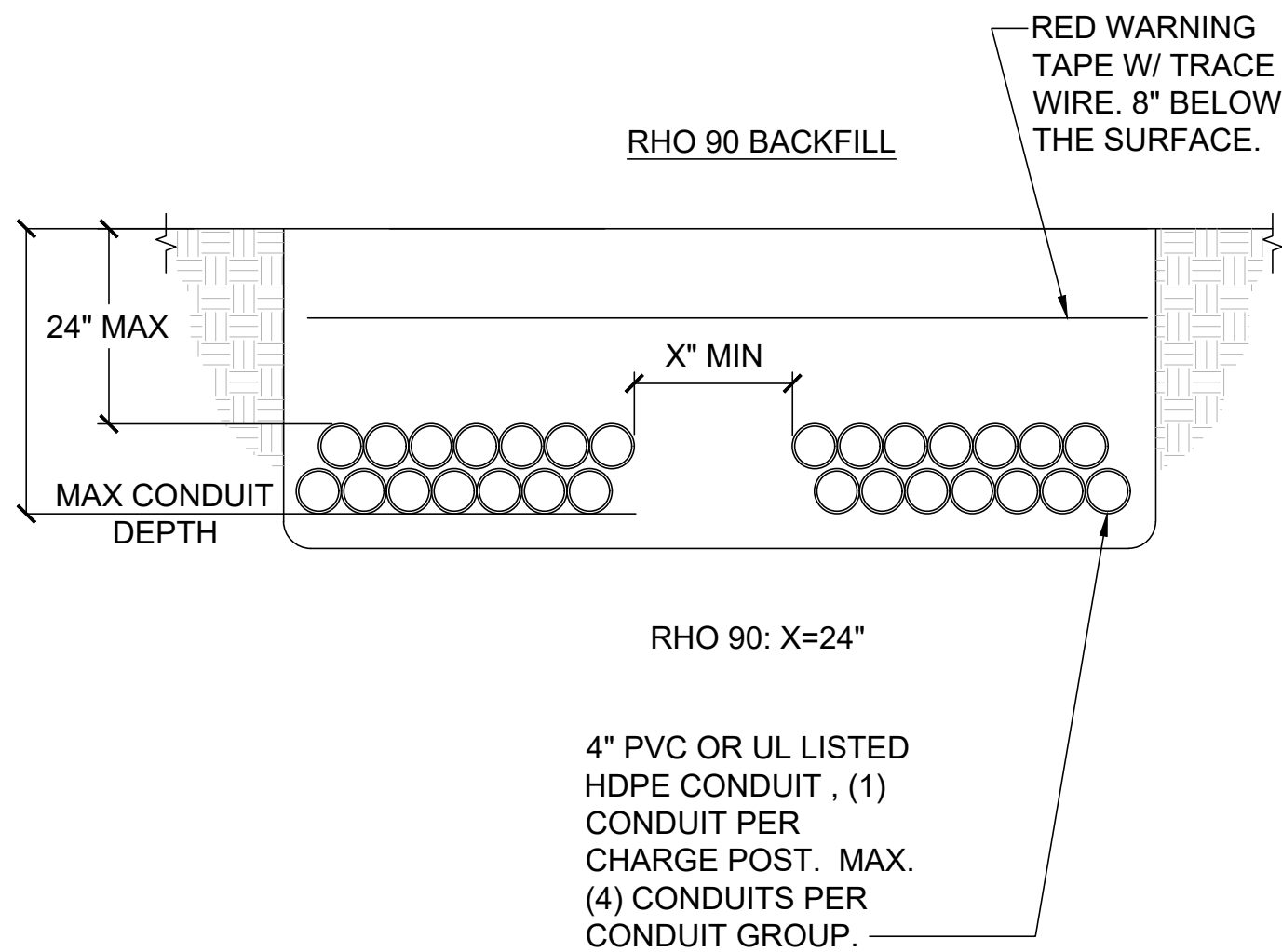
NO SCALE

A

CONCRETE ENCASED ELECTRODE DETAIL

NO SCALE

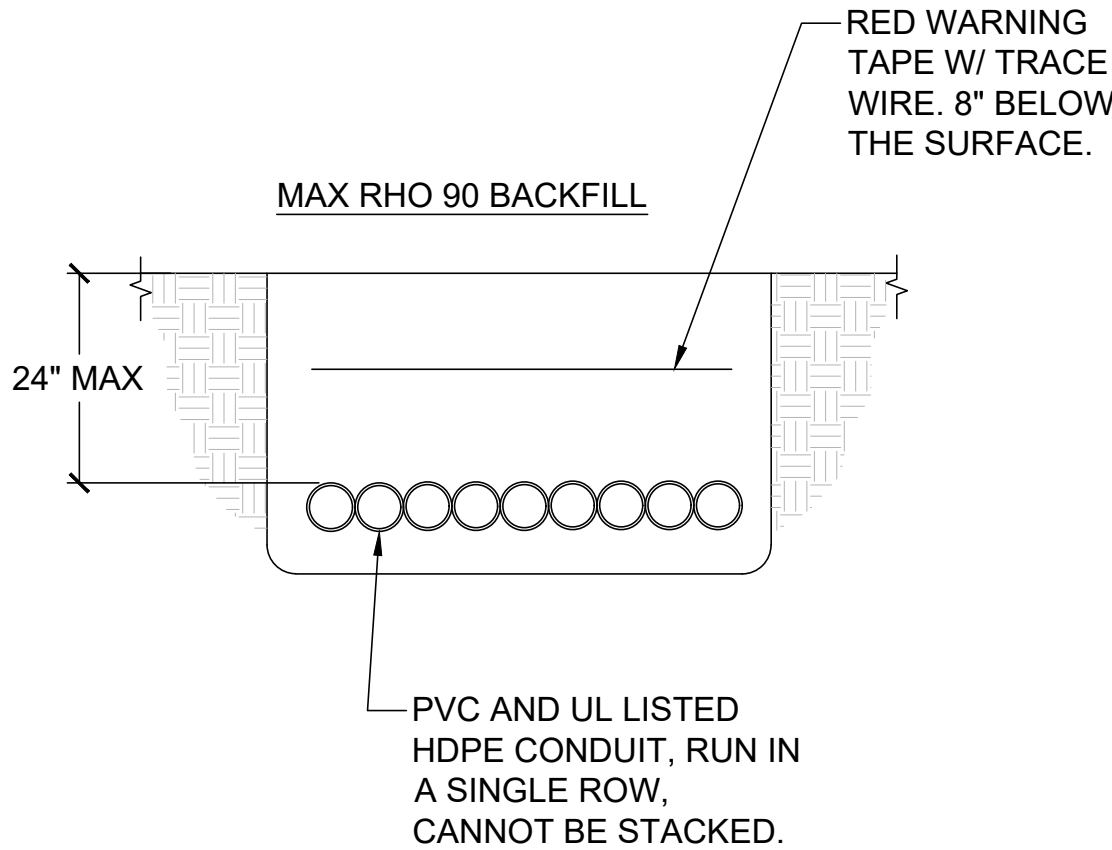
B



DC TRENCH - RHO 90

NO SCALE

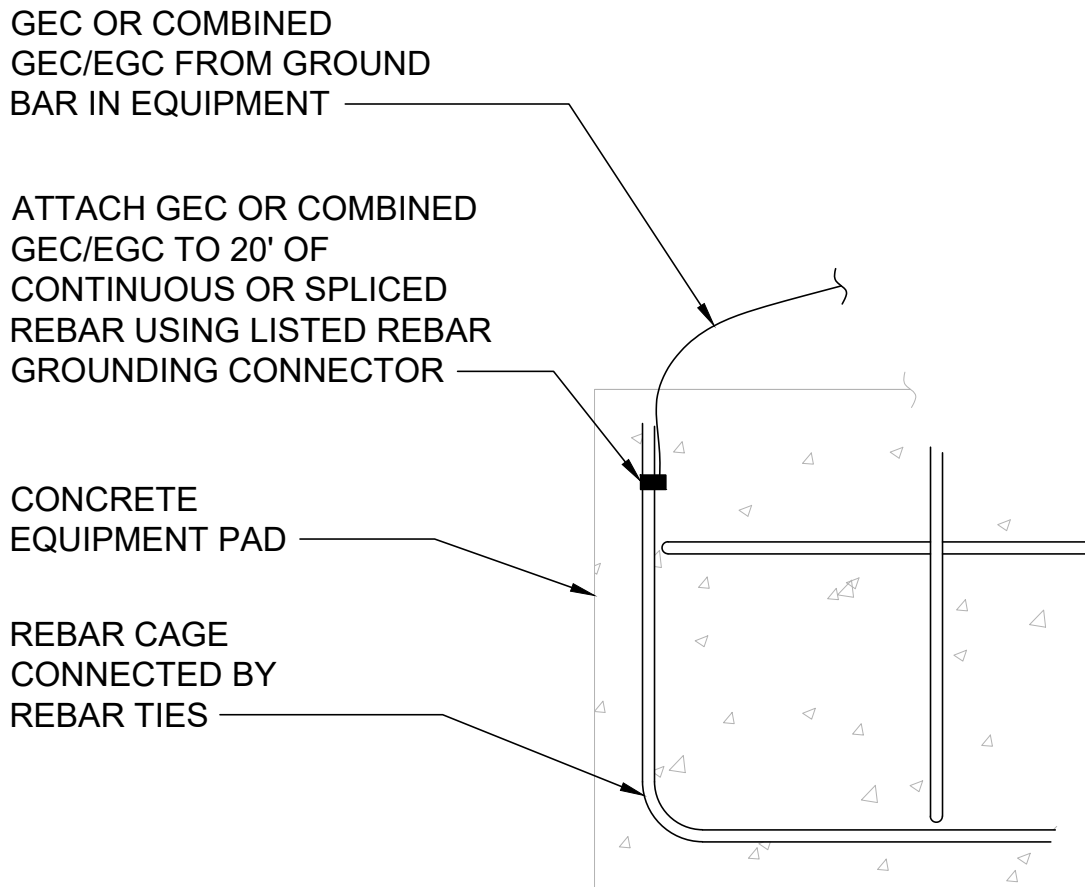
C



"DC-BUS" CIRCUITS TRENCH - MAX RHO 90

NO SCALE

D



CONCRETE PAD GROUNDING DETAIL - RHO 90

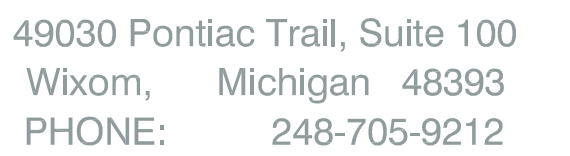
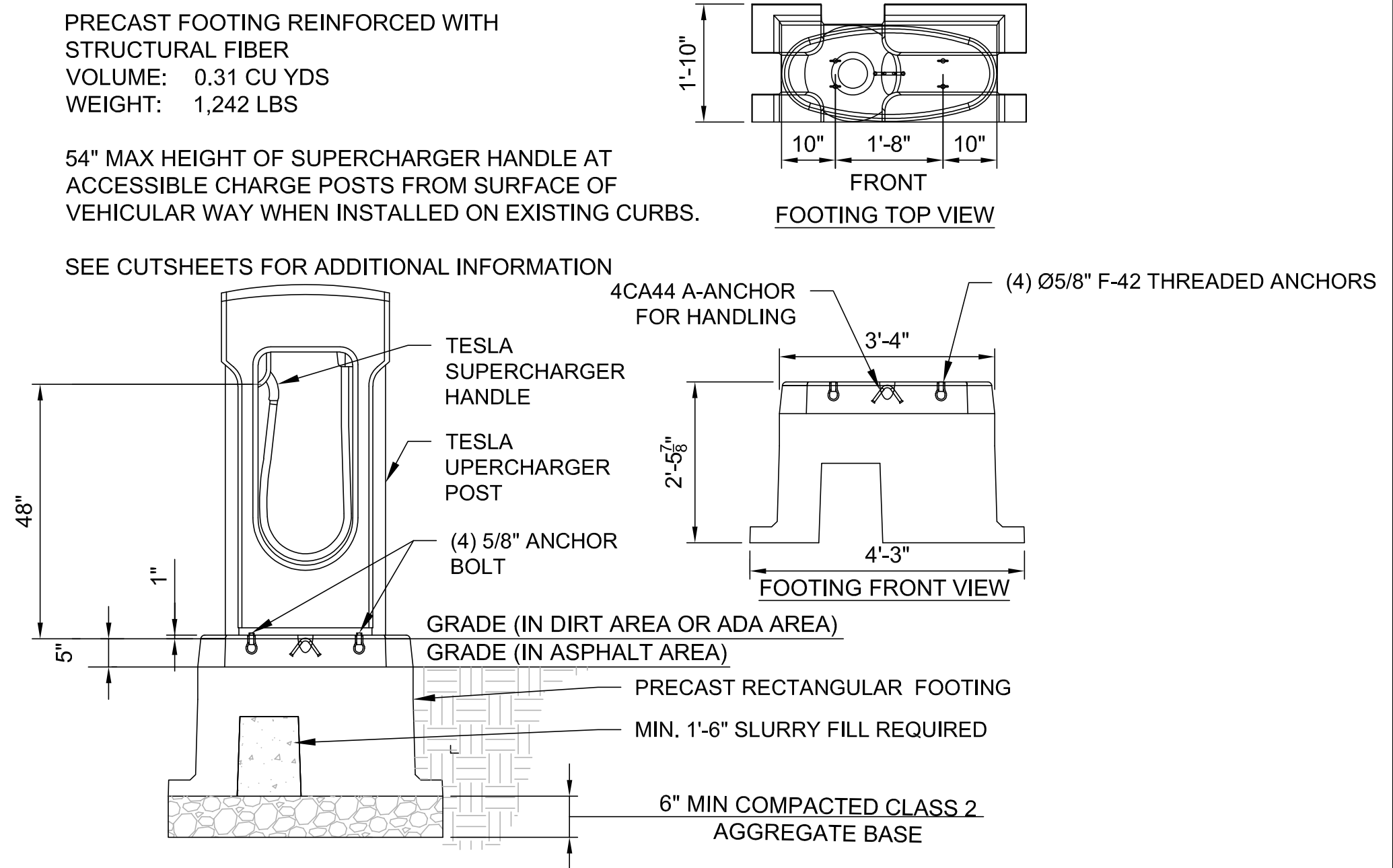
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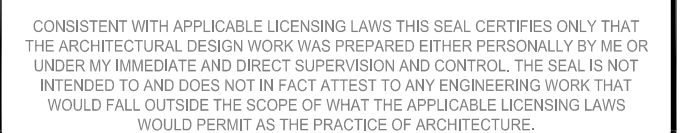
SITE NAME: CALEDONIA, MI
1801 MARKETPLACE DRIVE
CALEDONIA, MI 49316

SHEET TITLE
GROUNDING DETAILS

SHEET NUMBER
G-1



F	06/20/2023	CD 100's
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REV	DATE	DESCRIPTION



SHEET TITLE

SHEET NUMBER

D-1

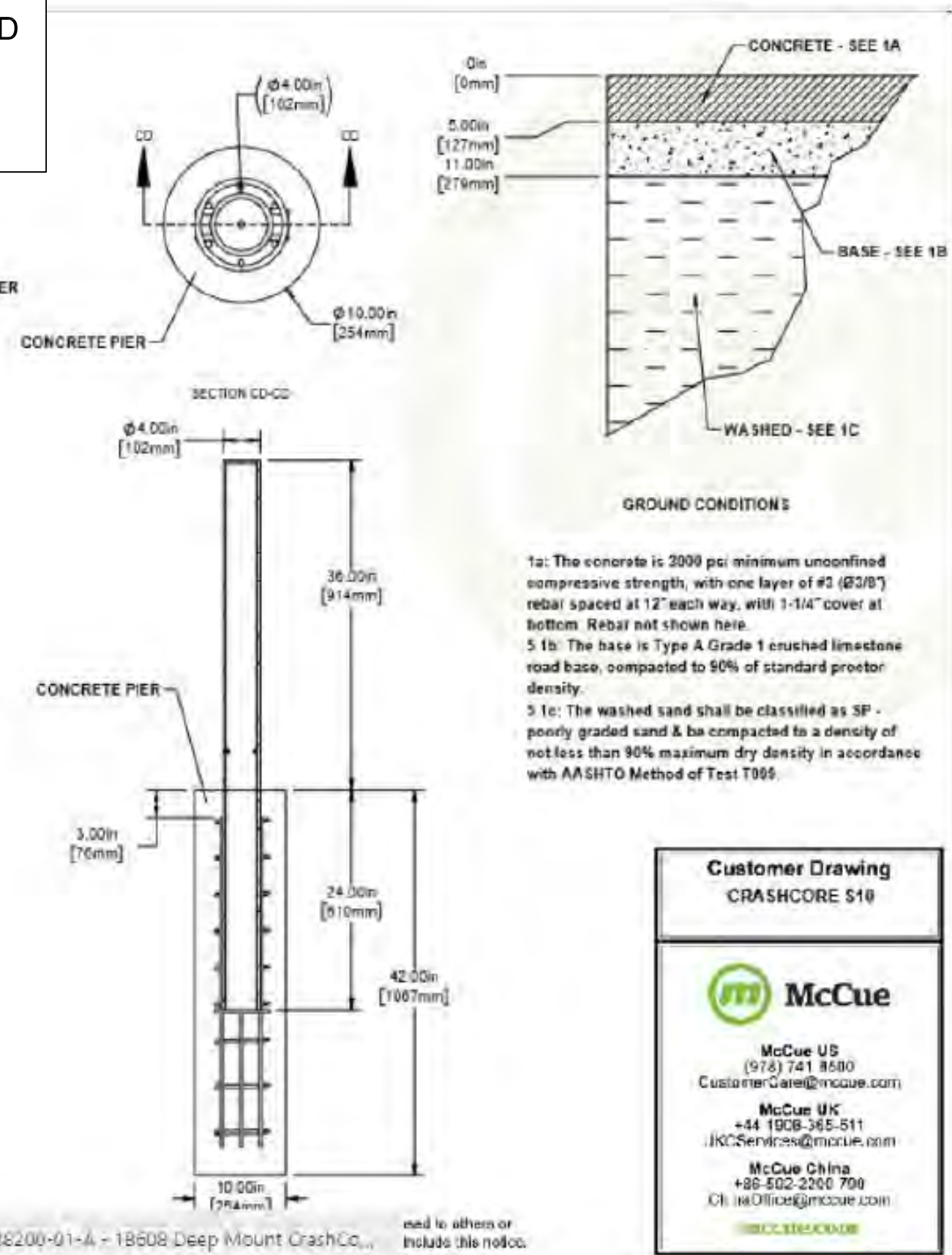
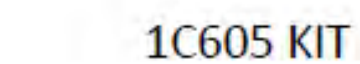


Diagram of a rectangular sign with dimensions and callouts:

- 12" (width)
- 18" (height)
- 6" (height of bottom section)
- 60" MIN A.F.F. (arrow pointing down from bottom section)
- 1/2" RADIUS SIGN CORNER
- WHITE SYMBOL (points to wheelchair icon)
- WHITE TEXT (points to "VAN ACCESSIBLE")
- SIGN TO HAVE REFLECTIVE FINISH
- SOLID FEDERAL BLUE #15090 IN FED STANDARD 595C BACKGROUND PAINT
- DESIGNED FOR DISABLED ACCESS - USE LAST



ITEM#	PART#	TITLE	QTY#
1	10011	Offset Rebound Core	1
2	10012	Offset Rebound Top Damper	1
3	10013	Offset Rebound Bottom Damper	1
4	10014	Offset Rebound Shock	3
5	95029	4" x 36.375" Plastic Post Cover w/ Reflective Tape, Square Sign	1
6	90009	3/4" Thick Post Cover Foam Tape, 9' Long	1
7	99046	10-6 SS Hex Head, .5in-13 x 3.5in Screw	1
8	90500	2" Square Sign Post	1
9	90501	Square Sign Post-B	1
10	90503	Square Sign Post w/ Ratchet Hardware Kit	1
11	90503	2" Square Sign Post Plus, Clamps PSOR-2-14-20	1

NO SCALE

**TESLA DEDICATED ADA STALL PARKING SIGN
DETAIL**

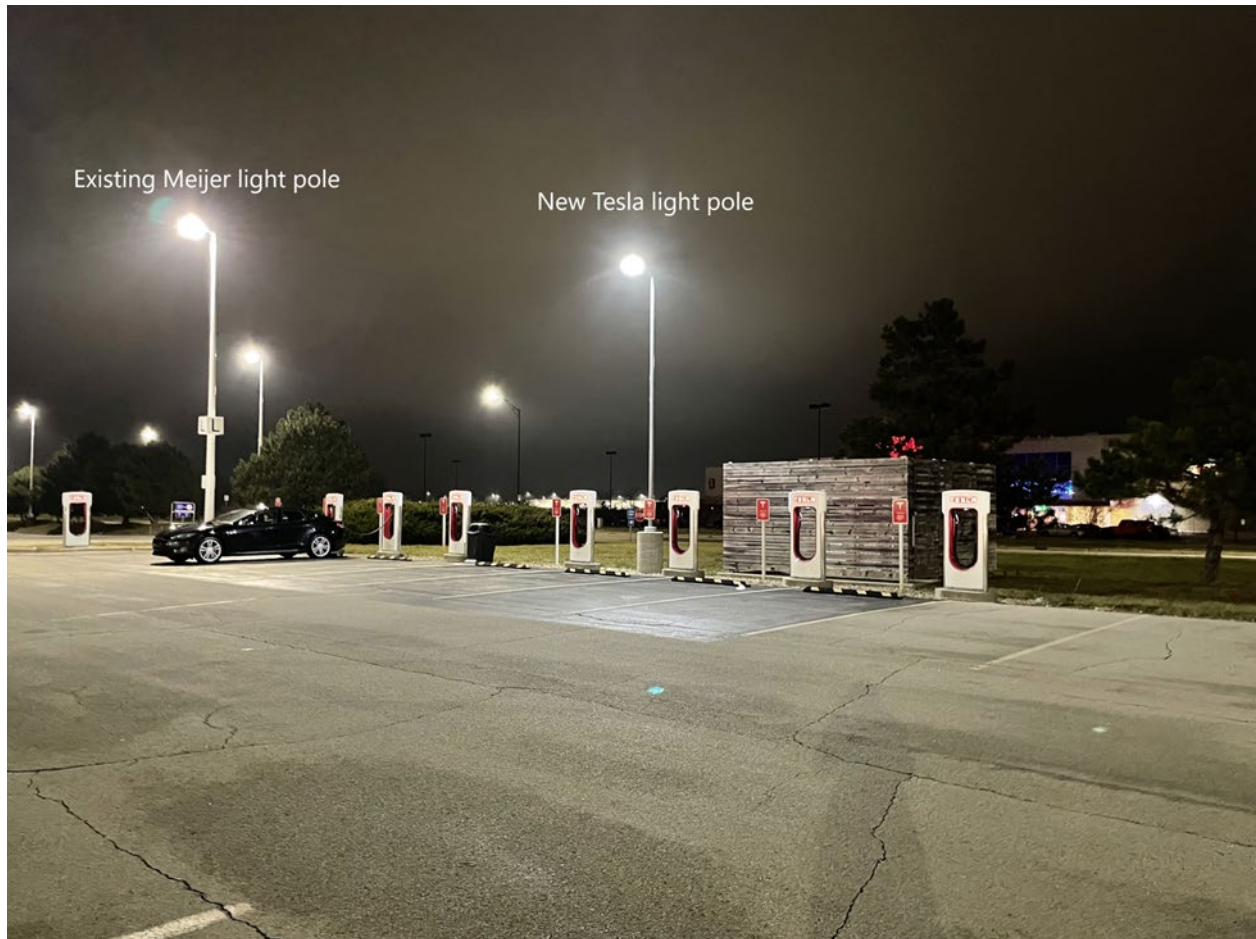
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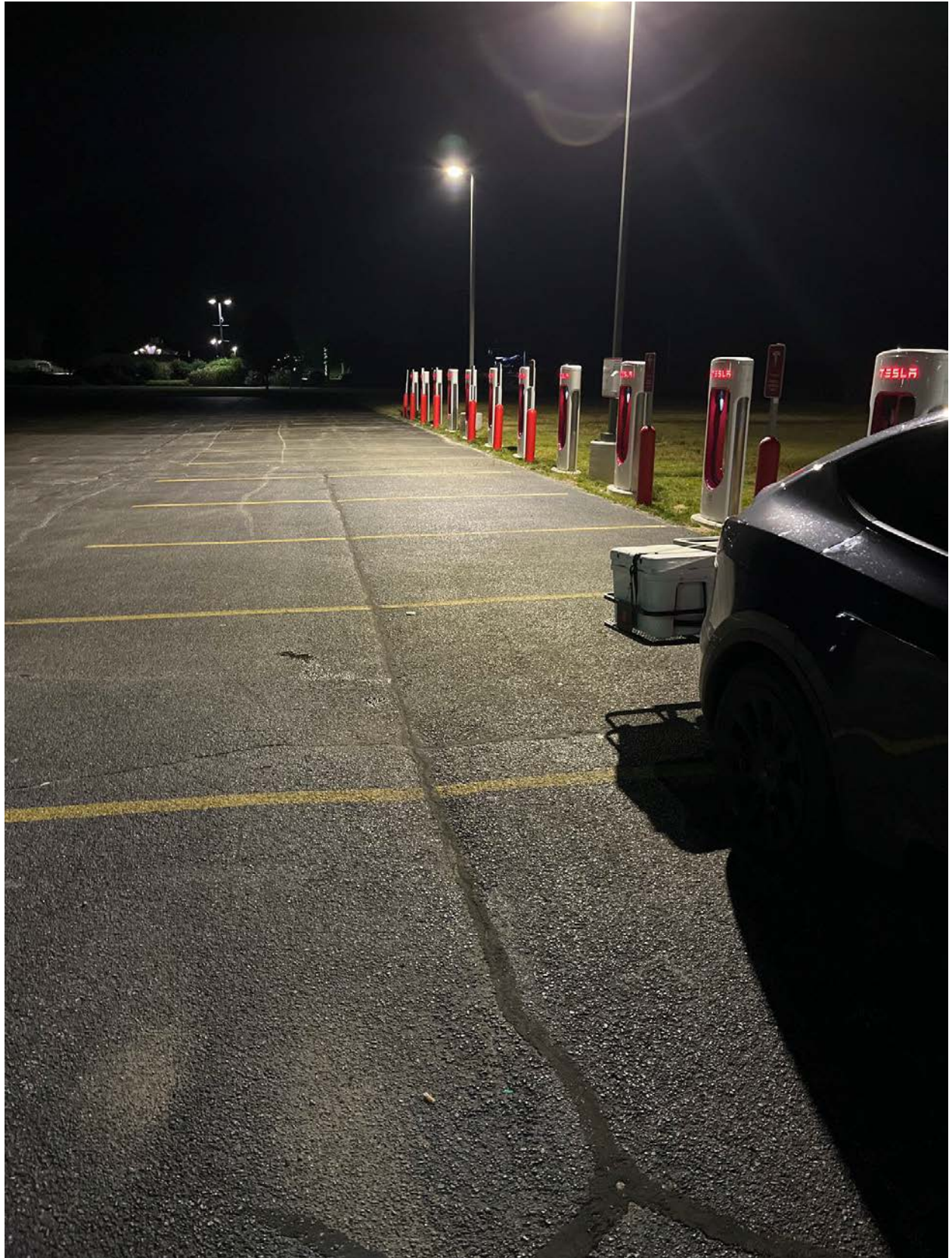
MANUFACTURER INSTALLATION KIT DETAIL FOR SIGN POST INSTALLATION ON MCCUE BOLLARDS

NO SCALE

E

Examples of light generated at similar charging stations (Indiana & Illinois)





**CHARTER TOWNSHIP OF GAINES
COUNTY OF KENT, MICHIGAN**

ORDINANCE NO. 2023-_____

The following Ordinance was offered and adopted by the Gaines Charter Township Board of Trustees at a regular meeting held on _____, 2023, at the Gaines Charter Township Offices, 8555 Kalamazoo Avenue, Caledonia, Michigan.

Members Present:

Member Absent:

The following ordinance was offered for adoption by Member _____ and supported by Member _____ to document the findings and approval of the Gaines Charter Township Board of Trustees regarding a request made by Aaron Adelman of SMJ International, on behalf of Tesla, to approve a major PUD amendment to the Gaines Marketplace Planned Unit development (PUD) (formerly Crown Center PUD) to allow for the installation of twelve (12) Tesla vehicle supercharger stalls.

**AN ORDINANCE TO APPROVE A MAJOR PUD AMENDMENT FOR 1801
MARKETPLACE DRIVE FOR THE INSTALLATION OF TWELVE (12) TESLA
VEHICLE SUPERCHARGER STALLS.**

THE CHARTER TOWNSHIP OF GAINES (the "Township") ORDAINS:

Section 1. Major PUD Amendment. The Gaines Charter Township Board of Trustees approves the major PUD amendment for modifications to the Gaines Marketplace Planned Unit Development (PUD) (formerly Crown Center PUD) to allow for the installation of twelve (12) Tesla vehicle supercharger stalls south of Meijer in the parking lot adjacent to Marketplace Drive.

Section 2. Findings. For the relevant findings of fact, details, and conditions of approval, please see Resolution No. 23-07-27- PC.

Section 3. Effective Date. This Ordinance shall become effective seven (7) days after a summary is published in a newspaper of general circulation within the Township.

Township Board Ordinance No. 23-_____
Gaines Marketplace Major PUD Amendment – Tesla Superchargers
_____, 2023

The vote in favor of this Ordinance was as follows:

YEAS: _____

NAYS: _____
ABSENT/ABSTAIN: _____

ORDINANCE DECLARED ADOPTED

CERTIFICATION

I hereby certify that the above is a true copy of an Ordinance adopted by the Township Board for Gaines Charter Township at the time, date, and place specified above pursuant to the required statutory procedures.

Respectfully submitted,

By _____

Michael Brew

Gaines Charter Township Clerk

**CHARTER TOWNSHIP OF GAINES
COUNTY OF KENT, MICHIGAN**

RESOLUTION NO. 2023-_____

The following Resolution was offered and adopted by the Gaines Charter Township Board of Trustees at a regular meeting held on _____, 2023, at the Gaines Charter Township Offices, 8555 Kalamazoo Avenue, Caledonia, Michigan.

Members Present:

Member Absent:

The following Resolution was offered for adoption by Member _____ and supported by Member _____ to document the findings and decision by the Gaines Charter Township Board of Trustees regarding a request made by Aaron Adelman of SMJ International, on behalf of Tesla, to approve a major PUD amendment to the Gaines Marketplace Planned Unit Development (PUD) (formerly Crown Center PUD) to allow for the installation of twelve (12) Tesla vehicle supercharger stalls.

**RECOMMENDATION REGARDING A MAJOR PUD AMENDMENT TO THE
GAINES MARKETPLACE PLANNED UNIT DEVELOPMENT (PUD)
LOCATED AT 1801 MARKETPLACE DRIVE TO ALLOW FOR THE
INSTALLATION OF TWELVE (12) TESLA VEHICLE SUPERCHARGER
STALLS.**

Section I General Background:

1. The Planning Commission is authorized to review major PUD amendments and provides recommendations to the Township Board of Trustees.
2. The applicant requests approval of a major PUD amendment to the Gaines Marketplace PUD (formerly Crown Center PUD), to allow for the installation of twelve (12) Tesla vehicle supercharger stalls, including one (1) ADA-accessible charging stall, lighting, landscaping, and the removal of four (4) parking spaces in the Meijer parking lot.
3. The property subject to the major PUD amendment is located at 1801 Marketplace Drive (parcel number 41-22-04-301-015).
4. The Planning Commission held a public hearing on the major PUD amendment request on July 27th, 2023.

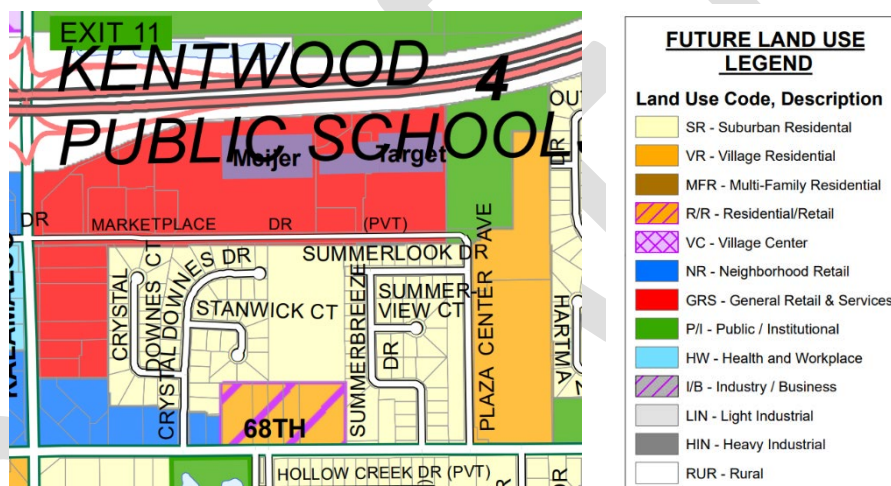
Township Board Resolution No. 23-_____
Gaines Marketplace PUD Major Amendment – Tesla Superchargers
_____, 2023

Section II PUD Standards of Review- Findings:

The preliminary PUD request has been reviewed using the applicable review standards of Section 11.1, Planned Unit Development - General Review Standards. Additional information is included over the following pages concerning review considerations and standards.

- A. *Consistency with Master Plan and Zoning Ordinance: The Planned Unit Development must further the goals and objectives of the Township Master Plan and must be consistent with it. It must also be consistent with the intent and purpose of this Zoning Ordinance.*

Meets Standard. The Gaines Marketplace PUD is intended for general commercial uses. The 2023 Future Land Use Plan has this parcel designated for General Retail and Services (see below).



Chapter 5 “Mobility” of the 2023 Master Plan recognizes the need for electric vehicle infrastructure in the township:

Gaines is generally well served with gas stations along the north and west edges of the township, but it currently lacks charging stations for electric vehicles.

There are several principles and actions listed at the end of Chapter 5 in the 2023 Master Plan. Action number five (5) states:

Promote installation of electric vehicle charging stations in commercial areas for patrons to utilize local businesses while waiting.

The proposed location is in a commercial area intended and planned for commercial use; it is possible patrons will walk to surrounding businesses due to the proposed location of the charging stations. Meijer is located approximately 300 feet away, and during good weather this is an easy walk.

If the Township Board finds the Standards as outlined in Sections 11.1 and 25.3 are met, then consistency with the zoning ordinance will be achieved.

- B. *Aesthetics: The Planned Unit Development must be aesthetically pleasing and be an integrated development with respect to building facades, building materials, landscape and berming, noise and visual screening mechanisms, and signs. It should contribute to creating a distinctive attractive community with a strong sense of place.*

Meets standard. Staff believes that the applicant has proposed adequate screening mechanisms while allowing reasonable use of the property and visibility to supercharger patrons.

The charging station is aesthetically utilitarian in nature. The switchgear will be screened by Trex fencing and crash bollards. The transformer will be unenclosed but protected by crash bollards and screened by evergreen shrubs. In total, 18 evergreen shrubs five (5) feet in height will be planted to screen the view of the charging stations from Marketplace Drive and the adjacent single-family neighborhood to the south. The existing trees will also remain on the site. Signage will be minimal with one ADA non-illuminated parking sign on the western portion of the site. A series of system placards will also be installed, which are essential for maintenance and safety.

- C. *Compatibility with Adjacent Uses: The Planned Unit Development must be compatible with surrounding uses. Efforts must be made to reduce any adverse effects on surrounding uses.*

Meets standard, condition recommended. Staff believes the proposed use is compatible with surrounding uses and that measures have been taken to reduce any adverse effects on surrounding uses, with conditions recommended. Landscaping will be provided and maintained on-site, and the photometric plan shows a 0.0-footcandle measurement at the southern property line.

The items that need consideration are the two (2) proposed light poles. Although the light poles will not exceed 20 feet in height, the proposed mounting height is 22 feet. Staff is recommending a condition of approval that the mounting height of the light fixtures does not exceed 20 feet in total height.

- D. *Density: The density requirements of the proposed Planned Unit Development shall be based on the underlying land use district in the Master Plan. The Township Board, upon recommendation of the Planning Commission, may vary the density requirements if doing so would result in a development that better achieves the intent of the Master Plan.*

Not applicable.

- E. *Traffic: The Planned Unit Development shall be designed to minimize the effect of traffic generated by the proposed development on surrounding uses. Consideration should be given to: 1. The amount and type of traffic generated by the proposed project and capacity of existing and proposed streets to safely absorb that additional traffic. Whether the streets and pedestrian walkways within each project are designed to facilitate safe pedestrian and vehicular traffic flow patterns. 3. All points of ingress and egress to the project shall be located and designed to maximize safety.*

Meets standard. There may be a slight increase in traffic as the proposal is for electric vehicle charging stations. However, with only 12 charging stations being proposed, the traffic generated by the use is not anticipated to be significant. Per the applicant, the Tesla Supercharger charges up to 200 miles in 15 minutes. There is enough parking surrounding the charging area for those that may be waiting to use the facilities. Therefore, traffic congestion and traffic hazards are not anticipated to occur.

- F. *Protection of Natural Environment: Each project shall be designed to minimize adverse effects on the environment. Special emphasis shall be placed on maintaining the quality of air, soils, ground water, streams, wetlands, and rivers.*

Meets standard. The installation of 12 Tesla supercharging stations is not anticipated to have adverse effects on the environment. Support infrastructure for electric vehicles further enables their use, which is generally considered to be beneficial for the environment.

- G. *Schools: Whether a project can be served by existing schools and school related facilities and the impact upon schools if the property is developed in accordance with the Planned Unit Development plans or in accordance with the conventional zoning district requirements shall both be considered. In addition, streets and pedestrian walkways shall be designed and located in any project to facilitate the ability of students to make the best and safest use of existing schools and school related facilities.*

Not applicable.

- H. *Public Facilities: The Planning Commission shall consider the impact a project will have on: 1. Public safety and protection services. 2. Water and sewer facilities. 3. The costs for such*

services. Each project shall be designed and located so as to facilitate use of, access to, or the logical expansion or extension of existing facilities in order to minimize any adverse financial or other impact upon the Township and to promote public health and safety.

Meets standard. Public facilities are not anticipated to be impacted. Water and sewer facilities are not required for the use of the charging stations. Public safety and protection services are not anticipated to be impacted. Consumer's Energy will serve the charging stations and will be paid for by the users.

- I. *Water, Sewer, and Drainage Systems: A Planned Unit Development shall be served by a public or private water and sanitary sewer systems. The Kent County Health Department and/or the Township Engineer must approve the systems. A PUD shall also have a drainage system for surface water run-off which the Kent County Drain Commission and / or the Township Engineer must approve.*

Meets standard. The proposed EV charging station is not anticipated to have any impact on water, sewer, and drainage systems. The Township Engineer has reviewed the site plan and did not have any engineering comments to make since no public utilities are in the influence of the project and no changes to stormwater will be made with this proposal.

- J. *Open Space: The Planning Commission and Township Board should consider whether the PUD permanently preserves significant amounts of open space or significant natural features. The Township Board may require, upon recommendation of the Planning Commission, that natural amenities such as, but not limited to, ravines, rock outcrops, wooded areas, tree or shrub specimens, unique wildlife habitat, ponds, streams, and wetlands be preserved as part of the open space system.*

Not applicable.

- K. *Non-Motorized Transportation Network: Projects within an identified trail network corridor may be required to construct a portion of the trail.*

Not applicable.

TOWNSHIP BOARD DECISION

The Planning Commission determined that the preceding findings support the approval of the major PUD amendment to allow for modifications to Gaines Marketplace PUD that include changes to the site layout to allow installation of twelve (12) Tesla vehicle supercharger stalls. Planning staff recommends approval.

A motion was made to **adopt/deny this resolution** by Township Board Member _____ and supported by Township Board Member _____, the roll call vote being as follows:

AYES: _____
NAYS: _____
ABSENT: _____

RESOLUTION DECLARED ADOPTED/DENIED

CERTIFICATION

I hereby certify that the above is a true copy of a resolution adopted by the Gaines Charter Township Board at a regular meeting held on January 9, 2023.

Respectfully submitted,

Michael Brew, Clerk
Gaines Charter Township

Dated: _____, 2023

**CHARTER TOWNSHIP OF GAINES
COUNTY OF KENT, MICHIGAN
RESOLUTION NO. 23-07-27-PC**

The following Resolution was offered and adopted by the Gaines Charter Township Planning Commission at a regular meeting held on July 27th, 2023.

Members Present: Giarmo, Rober, Wiersema, Thomas

Member Absent: Haagsma, Waayenberg, Billips

The following Resolution was offered for adoption by Planning Commissioner Wiersema and supported by Planning Commissioner Rober to document the findings and the recommendation of approval by the Gaines Charter Township Planning Commission regarding a request made by Aaron Adelman of SMJ International, on behalf of Tesla, to approve a major PUD amendment to the Gaines Marketplace Planned Unit Development (PUD) (formerly Crown Center PUD) to allow for the installation of twelve (12) Tesla vehicle supercharger stalls.

**RECOMMENDATION REGARDING A MAJOR PUD AMENDMENT TO THE
GAINES MARKETPLACE PLANNED UNIT DEVELOPMENT (PUD)
LOCATED AT 1801 MARKETPLACE DRIVE TO ALLOW FOR THE
INSTALLATION OF TWELVE (12) TESLA VEHICLE SUPERCHARGER
STALLS.**

Section I General Background:

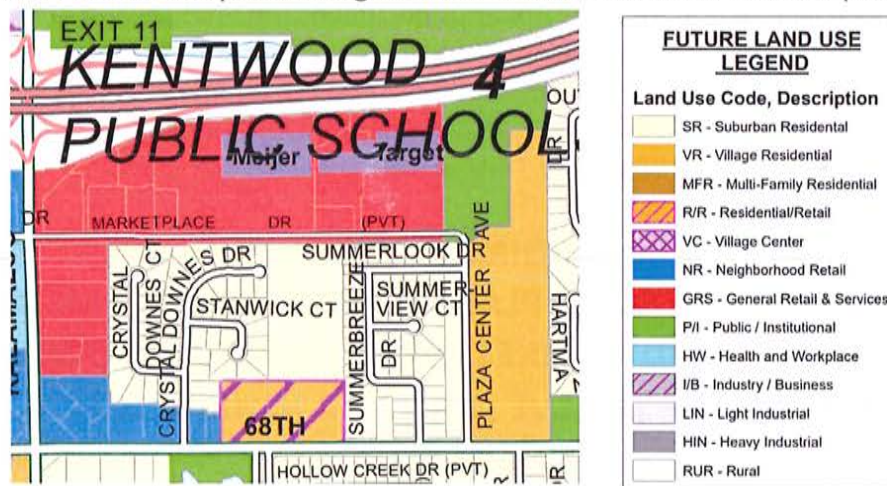
1. The Planning Commission is authorized to review major PUD amendments and provides recommendations to the Township Board of Trustees.
2. The applicant requests approval of a major PUD amendment to the Gaines Marketplace PUD (formerly Crown Center PUD), to allow for the installation of twelve (12) Tesla vehicle supercharger stalls, including one (1) ADA-accessible charging stall, lighting, landscaping, and the removal of four (4) parking spaces in the Meijer parking lot.
3. The property subject to the major PUD amendment is located at 1801 Marketplace Drive (parcel number 41-22-04-301-015).
4. The Planning Commission held a public hearing on the major PUD amendment request on July 27th, 2023.

Section II PUD Standards of Review- Findings:

The preliminary PUD request has been reviewed using the applicable review standards of Section 11.1, Planned Unit Development - General Review Standards. Additional information is included over the following pages concerning review considerations and standards.

- A. *Consistency with Master Plan and Zoning Ordinance: The Planned Unit Development must further the goals and objectives of the Township Master Plan and must be consistent with it. It must also be consistent with the intent and purpose of this Zoning Ordinance.*

Meets Standard. The Gaines Marketplace PUD is intended for general commercial uses. The 2023 Future Land Use Plan has this parcel designated for General Retail and Services (see below).



Chapter 5 "Mobility" of the 2023 Master Plan recognizes the need for electric vehicle infrastructure in the township:

Gaines is generally well served with gas stations along the north and west edges of the township, but it currently lacks charging stations for electric vehicles.

There are several principles and actions listed at the end of Chapter 5 in the 2023 Master Plan. Action number five (5) states:

Promote installation of electric vehicle charging stations in commercial areas for patrons to utilize local businesses while waiting.

The proposed location is in a commercial area intended and planned for commercial use; it is possible patrons will walk to surrounding businesses due to the proposed location of the charging

stations. Meijer is located approximately 300 feet away, and during good weather this is an easy walk.

If the Planning Commission and Township Board find the Standards as outlined in Sections 11.1 and 25.3 are met, then consistency with the zoning ordinance will be achieved.

- B. *Aesthetics: The Planned Unit Development must be aesthetically pleasing and be an integrated development with respect to building facades, building materials, landscape and berming, noise and visual screening mechanisms, and signs. It should contribute to creating a distinctive attractive community with a strong sense of place.*

Meets standard. Staff believes that the applicant has proposed adequate screening mechanisms while allowing reasonable use of the property and visibility to supercharger patrons.

The charging station is aesthetically utilitarian in nature. The switchgear will be screened by Trex fencing and crash bollards. The transformer will be unenclosed but protected by crash bollards and screened by evergreen shrubs. In total, 18 evergreen shrubs five (5) feet in height will be planted to screen the view of the charging stations from Marketplace Drive and the adjacent single-family neighborhood to the south. The existing trees will also remain on the site. Signage will be minimal with one ADA non-illuminated parking sign on the western portion of the site. A series of system placards will also be installed, which are essential for maintenance and safety.

- C. *Compatibility with Adjacent Uses: The Planned Unit Development must be compatible with surrounding uses. Efforts must be made to reduce any adverse effects on surrounding uses.*

Meets standard, condition recommended. Staff believes the proposed use is compatible with surrounding uses and that measures have been taken to reduce any adverse effects on surrounding uses, with conditions recommended. Landscaping will be provided and maintained on-site, and the photometric plan shows a 0.0-footcandle measurement at the southern property line.

The items that need consideration are the two (2) proposed light poles. Although the light poles will not exceed 20 feet in height, the proposed mounting height is 22 feet. Staff is recommending a condition of approval that the mounting height of the light fixtures does not exceed 20 feet in total height.

- D. *Density: The density requirements of the proposed Planned Unit Development shall be based on the underlying land use district in the Master Plan. The Township Board, upon*

recommendation of the Planning Commission, may vary the density requirements if doing so would result in a development that better achieves the intent of the Master Plan.

Not applicable.

- E. *Traffic: The Planned Unit Development shall be designed to minimize the effect of traffic generated by the proposed development on surrounding uses. Consideration should be given to: 1. The amount and type of traffic generated by the proposed project and capacity of existing and proposed streets to safely absorb that additional traffic. Whether the streets and pedestrian walkways within each project are designed to facilitate safe pedestrian and vehicular traffic flow patterns. 3. All points of ingress and egress to the project shall be located and designed to maximize safety.*

Meets standard. There may be a slight increase in traffic as the proposal is for electric vehicle charging stations. However, with only 12 charging stations being proposed, the traffic generated by the use is not anticipated to be significant. Per the applicant, the Tesla Supercharger charges up to 200 miles in 15 minutes. There is enough parking surrounding the charging area for those that may be waiting to use the facilities. Therefore, traffic congestion and traffic hazards are not anticipated to occur.

- F. *Protection of Natural Environment: Each project shall be designed to minimize adverse effects on the environment. Special emphasis shall be placed on maintaining the quality of air, soils, ground water, streams, wetlands, and rivers.*

Meets standard. The installation of 12 Tesla supercharging stations is not anticipated to have adverse effects on the environment.

- G. *Schools: Whether a project can be served by existing schools and school related facilities and the impact upon schools if the property is developed in accordance with the Planned Unit Development plans or in accordance with the conventional zoning district requirements shall both be considered. In addition, streets and pedestrian walkways shall be designed and located in any project to facilitate the ability of students to make the best and safest use of existing schools and school related facilities.*

Not applicable.

- H. *Public Facilities: The Planning Commission shall consider the impact a project will have on: 1. Public safety and protection services. 2. Water and sewer facilities. 3. The costs for such services. Each project shall be designed and located so as to facilitate use of, access to, or the logical expansion or extension of existing facilities in order to minimize any adverse financial or other impact upon the Township and to promote public health and safety.*

Meets standard. Public facilities are not anticipated to be impacted. Water and sewer facilities are not required for the use of the charging stations. Public safety and protection services are not anticipated to be impacted. Consumer's Energy will serve the charging stations and will be paid for by the users.

- I. *Water, Sewer, and Drainage Systems: A Planned Unit Development shall be served by a public or private water and sanitary sewer systems. The Kent County Health Department and/or the Township Engineer must approve the systems. A PUD shall also have a drainage system for surface water run-off which the Kent County Drain Commission and / or the Township Engineer must approve.*

Meets standard. The proposed EV charging station is not anticipated to have any impact on water, sewer, and drainage systems. The Township Engineer has reviewed the site plan and did not have any engineering comments to make since no public utilities are in the influence of the project and no changes to stormwater will be made with this proposal.

- J. *Open Space: The Planning Commission and Township Board should consider whether the PUD permanently preserves significant amounts of open space or significant natural features. The Township Board may require, upon recommendation of the Planning Commission, that natural amenities such as, but not limited to, ravines, rock outcrops, wooded areas, tree or shrub specimens, unique wildlife habitat, ponds, streams, and wetlands be preserved as part of the open space system.*

Not applicable.

- K. *Non-Motorized Transportation Network: Projects within an identified trail network corridor may be required to construct a portion of the trail.*

Not applicable.

Based on the material and plans submitted, a review of the relevant portions of the Gaines Charter Township Zoning Ordinance ("the Zoning Ordinance"), the applicant's presentation at the public hearing, and Township Staff's recommendation, and other factors, the Planning Commission hereby adopts the following findings per Section 11.1 Planned Unit Development General Review Standards.

PLANNING COMMISSION RECOMMENDATION

The Planning Commission has determined that the preceding findings support the approval of the major PUD amendment to allow for the installation of twelve (12) Tesla vehicle supercharger stalls.

The vote on the motion to adopt this Resolution was as follows:

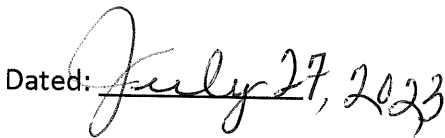
MOTION:	Motion by Wiersema, support by Rober to make a positive recommendation to the Township Board of Trustees with a condition of approval that the light poles shall not exceed 20 feet in height.
YES:	Giarmo, Rober, Thomas, Wiersema
NO:	None
ABSTAIN:	None
RESOLUTION DECLARED:	Motion carried (4-0).

CERTIFICATION

I hereby certify that the above is a true copy of a resolution adopted by the Gaines Charter Township Planning Commission at a meeting held on July 27th, 2023.

Respectfully submitted,


Lani Thomas, Secretary
Gaines Charter Township
Planning Commission

Dated: 



MEMO

Staff Communication-Action Required

DATE: September 7, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: Revision of Fireworks Ordinance

SUMMARY OF TOPIC:

As stated last month, the Township's Fireworks Ordinance was last revised in 2013. At that time the State of Michigan had rewritten the fireworks laws and the Township updated our ordinance to be in line with the new laws.

Our current ordinance states:

- (b) GENERAL PROVISIONS.** The intent of this section is to regulate the use of fireworks within the boundaries of the township.
- (c) Ignition, discharge, or use of consumer fireworks.** No person shall at any time ignite, discharge, or use consumer fireworks within the township between the hours of 11:00 p.m. and 11:00 a.m.

The intent of the ordinance was to follow the states restrictions, which allowed the discharge of fireworks the day preceding, the day of, or the day after a national holiday.

Our current ordinance can be misinterpreted to state that fireworks are allowed any day except between the hours of 11:00pm and 11:00am. This was not the intent. Each year the number of complaints we receive increases, prompting us to revise our current ordinance to eliminate the mis-interpretations, and incorporate the changes the State of Michigan has made.

The proposed revision will clearly define the days and times it is permissible to discharge fireworks in the Township:

A. IGNITION, DISCHARGE OR USE OF CONSUMER FIREWORKS:

No person shall ignite, discharge, or use any consumer fireworks within the Township except during the following dates and times and as permitted by State or Federal law:

- 1) December 31, after 11:00 a.m. and until 1:00 a.m. on January 1.
- 2) On Saturday and Sunday immediately preceding Memorial Day after 11:00 a.m. and until 11:45 p.m. on each of those days.
- 3) On June 29 to July 4, after 11:00 a.m. and until 11:45 p.m. on each of those days.
- 4) On July 5, if July 5 is a Friday or Saturday, after 11:00 a.m. and until 11:45 p.m.
- 5) On Saturday or Sunday immediately preceding Labor Day, after 11:00 a.m. and until 11:45 p.m. on each of those days.

BUDGET ACTION REQUIRED: NONE

STAFF RECOMMENDATION:

Staff recommends the Board approve the amended Fireworks Ordinance.



**GAINES CHARTER TOWNSHIP
KENT COUNTY MICHIGAN
(ORDINANCE No. __)**

At a regular meeting of the Township Board for Gaines Charter Township held at the township offices with the Township on September 11, 2023, at 7:00 PM, the following Ordinance/amending ordinance was offered for adoption by the Township Board Member _____ and was seconded by Township Board member _____.

**AMENDMENTS TO THE GAINES CHARTER TOWNSHIP CODE OF ORDINANCES
REGARDING THE SECTION 6-1 USE OF FIREWORKS GENERAL PROVISIONS AND
IGNITION, DISCHARGE, OR USE OF CONSUMER FIREWORKS.**

Chapter 6 – Amusements and Entertainments, Article I. In General, Sec. 6-1. – Use of fireworks, as contained in the Township Code of Ordinances, is hereby amended by the repeal and replacement of said Sections. As hereby amended, Chapter 6 – Amusements and Entertainments, Article I. In General, Sec. 6-1. – Use of fireworks shall read in its entirety as follows:

**CHARTER TOWNSHIP OF GAINES
FIREWORKS CONTROL ORDINANCE**

A. DEFINITIONS:

- 1) “Alcoholic liquor” shall mean the same as defined in Section 1d of the Michigan Vehicle Code, Act 300 of 149 (MCL 257.1 *et seq.*), as amended (hereinafter the “Vehicle Code”).
- 2) “Consumer fireworks” shall mean the same as defined in Section 2(f) of the Michigan Fireworks Safety Act, Act 256 of 2011 (MCL 28.451 *et seq.*) as amended (hereinafter the “Fireworks Act”).
- 3) “Controlled substance” shall mean the same as defined in Section 8b of the Vehicle Code.
- 4) “Fireworks” shall mean consumer fireworks and low impact fireworks.

- 5) "Low impact fireworks" shall mean the same as defined in Section 2(n) of the Fireworks Act.
- 6) "Township" as used in this ordinance shall mean Gaines Charter Township, Kent County, Michigan.

B. GENERAL PROVISIONS: The intent of this ordinance is to promote the safety and welfare of the landowners, residents, and visitors of and to the Township by regulating the use of fireworks within the Township.

C. IGNITION, DISCHARGE OR USE OF CONSUMER FIREWORKS: No person shall ignite, discharge, or use any consumer fireworks within the Township except during the following dates and times and as permitted by State or Federal law:

- 1) December 31, after 11:00 a.m. and until 1:00 a.m. on January 1.
- 2) On Saturday and Sunday immediately preceding Memorial Day after 11:00 a.m. and until 11:45 p.m. on each of those days.
- 3) On June 29 to July 4, after 11:00 a.m. and until 11:45 p.m. on each of those days.
- 4) On July 5, if July 5 is a Friday or Saturday, after 11:00 a.m. and until 11:45 p.m.
- 5) On Saturday or Sunday immediately preceding Labor Day, after 11:00 a.m. and until 11:45 p.m. on each of those days.

Current ordinance reads:

Ignition, discharge or use of consumer fireworks. No person shall at any time ignite, discharge or use consumer fireworks within the township between the hours of 11:00 p.m. and 11:00 a.m.

D. OFFENSES AGAINST PROPERTY:

- 1) No person or entity shall ignite, discharge, or use consumer fireworks on any property not their own without the prior written consent of the property owner.
- 2) No person or entity shall leave, or permit any debris, remnants, or unburned fragments of fireworks to remain on any private or public property for more than 24 hours.

E. USE OF FIREWORKS BY INDIVIDUALS UNDER THE INFLUENCE:

No person shall use fireworks while under the influence of alcoholic liquor, a controlled substance, or any combination thereof.

F. FIREWORK SAFETY: No person shall recklessly ignite, discharge, or use fireworks within the Township in a manner that endangers the life, health, safety, or well-being of any person or property.

G. POSSESSION BY OR TRANSFER TO MINOR:

- 1) No person or entity shall gift, give, or transfer, without consideration, consumer fireworks to a person under the age of 18 years within the Township.
- 2) No person under the age of 18 shall possess, control, ignite, discharge, or use any consumer fireworks within the Township, except while in the presence and under the direct control of a parent, guardian, or other responsible adult.
- 3) No person or entity shall permit the ignition, discharge, or use of any consumer fireworks by an unsupervised person under the age of 18 on an owner's or occupant's property within the Township.

H. HOMEMADE AND MODIFIED FIREWORKS: Regardless of any preceding section, no person or entity shall use, ignite, or discharge any homemade, or modified, enhanced, or altered fireworks not otherwise authorized by the Fireworks Act.

I. PENALTIES:

- 1) Any person, or entity in violation of, or permits a violation of, Section C of this Article shall be responsible for a civil infraction and shall be liable for a civil fine in the amount of \$1,000.00, and a remittance to local law enforcement in the amount of \$500.00.
- 2) Any person or entity in violation of or permits the violation of any provision of this Article, other than Section C, shall be responsible for a civil infraction and shall be liable for a civil fine, costs of prosecution, and any other remedy available at law. The civil fines shall be for no less than \$50.00 and no more than \$500.00 for the first offense; and no less than \$100.00 and no more than \$2,500.00 for any subsequent offense within 365 days of a previous offense.

The Vote to adopt this ordinance amendment was as follows:

YEAS:

NAYS:

ABSENT/ABSTAIN:

THIS ORDINANCE/ORDINANCE AMENDMENT IS DECLARED DULY ADOPTED.



**GAINES CHARTER TOWNSHIP
KENT COUNTY MICHIGAN
(RESOLUTION No.____)**

At a regular meeting of the Township Board for Gaines Charter Township held at the township offices with the Township on September 11, 2023, at 7:00 PM, the following resolution was offered for adoption by the Township Board Member _____ and was seconded by Township Board member _____.

**AMENDMENTS TO THE GAINES CHARTER TOWNSHIP CODE OF ORDINANCES
REGARDING THE SECTION 6-1 USE OF FIREWORKS GENERAL PROVISIONS AND
IGNITION, DISCHARGE, OR USE OF CONSUMER FIREWORKS.**

Chapter 6 – Amusements and Entertainments, Article I. In General, Sec. 6-1. – Use of fireworks, as contained in the Township Code of Ordinances, is hereby amended by the repeal and replacement of said Sections. As hereby amended, Chapter 6 – Amusements and Entertainments, Article I. In General, Sec. 6-1. – Use of fireworks shall read in its entirety as follows:

**CHARTER TOWNSHIP OF GAINES
FIREWORKS CONTROL ORDINANCE**

A. DEFINITIONS:

- 1) “Alcoholic liquor” shall mean the same as defined in Section 1d of the Michigan Vehicle Code, Act 300 of 149 (MCL 257.1 *et seq.*), as amended (hereinafter the “Vehicle Code”).
- 2) “Consumer fireworks” shall mean the same as defined in Section 2(f) of the Michigan Fireworks Safety Act, Act 256 of 2011 (MCL 28.451 *et seq.*) as amended (hereinafter the “Fireworks Act”).
- 3) “Controlled substance” shall mean the same as defined in Section 8b of the Vehicle Code.
- 4) “Fireworks” shall mean consumer fireworks and low impact fireworks.

- 5) "Low impact fireworks" shall mean the same as defined in Section 2(n) of the Fireworks Act.
- 6) "Township" as used in this ordinance shall mean Gaines Charter Township, Kent County, Michigan.

B. GENERAL PROVISIONS: The intent of this ordinance is to promote the safety and welfare of the landowners, residents, and visitors of and to the Township by regulating the use of fireworks within the Township.

C. IGNITION, DISCHARGE OR USE OF CONSUMER FIREWORKS: No person shall ignite, discharge, or use any consumer fireworks within the Township except during the following dates and times and as permitted by State or Federal law:

- 1) December 31, after 11:00 a.m. and until 1:00 a.m. on January 1.
- 2) On Saturday and Sunday immediately preceding Memorial Day after 11:00 a.m. and until 11:45 p.m. on each of those days.
- 3) On June 29 to July 4, after 11:00 a.m. and until 11:45 p.m. on each of those days.
- 4) On July 5, if July 5 is a Friday or Saturday, after 11:00 a.m. and until 11:45 p.m.
- 5) On Saturday or Sunday immediately preceding Labor Day, after 11:00 a.m. and until 11:45 p.m. on each of those days.

Current ordinance reads:

Ignition, discharge or use of consumer fireworks. No person shall at any time ignite, discharge or use consumer fireworks within the township between the hours of 11:00 p.m. and 11:00 a.m.

D. OFFENSES AGAINST PROPERTY:

- 1) No person or entity shall ignite, discharge, or use consumer fireworks on any property not their own without the prior written consent of the property owner.
- 2) No person or entity shall leave, or permit any debris, remnants, or unburned fragments of fireworks to remain on any private or public property for more than 24 hours.

E. USE OF FIREWORKS BY INDIVIDUALS UNDER THE INFLUENCE:

No person shall use fireworks while under the influence of alcoholic liquor, a controlled substance, or any combination thereof.

F. FIREWORK SAFETY: No person shall recklessly ignite, discharge, or use fireworks within the Township in a manner that endangers the life, health, safety, or well-being of any person or property.

G. POSSESSION BY OR TRANSFER TO MINOR:

- 1) No person or entity shall gift, give, or transfer, without consideration, consumer fireworks to a person under the age of 18 years within the Township.
- 2) No person under the age of 18 shall possess, control, ignite, discharge, or use any consumer fireworks within the Township, except while in the presence and under the direct control of a parent, guardian, or other responsible adult.
- 3) No person or entity shall permit the ignition, discharge, or use of any consumer fireworks by an unsupervised person under the age of 18 on an owner's or occupant's property within the Township.

H. HOMEMADE AND MODIFIED FIREWORKS: Regardless of any preceding section, no person or entity shall use, ignite, or discharge any homemade, or modified, enhanced, or altered fireworks not otherwise authorized by the Fireworks Act.

I. PENALTIES:

- 1) Any person, or entity in violation of, or permits a violation of, Section C of this Article shall be responsible for a civil infraction and shall be liable for a civil fine in the amount of \$1,000.00, and a remittance to local law enforcement in the amount of \$500.00.
- 2) Any person or entity in violation of or permits the violation of any provision of this Article, other than Section C, shall be responsible for a civil infraction and shall be liable for a civil fine, costs of prosecution, and any other remedy at available at law. The civil fines shall be for no less than \$50.00 and no more than \$500.00 for the first offense; and no less than \$100.00 and no more than \$2,500.00 for any subsequent offense within 365 days of a previous offense.

The Vote to adopt this resolution was as follows:

YEAS:

NAYS:

ABSENT/ABSTAIN:

RESOLUTION DECLARED: _____ (DATE)

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Board of Trustees of the Gaines Charter Township at a regular meeting held on September 11, 2023, and I further certify public notice of such meeting was given as provided by law.

Michael A. Brew, Clerk
Gaines Charter Township



MEMO

Staff Communication-Action Required

DATE: September 7, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: METRO Act Permit Application – SURF Internet

SUMMARY OF TOPIC:

The Township has received a METRO Act Permit Application from Surf Air Wireless, LLC d/b/a SURF Internet, pursuant to Sections 5 and 6 of the Metropolitan Extension Telecommunications Rights-of-Way Oversight Act, 2002 PA 48 (the "METRO Act"), for the access to and ongoing usage of, the public right-of-way, including public roadways, highways, streets, alleys, easements, and waterways in the Township, for a telecommunications system.

The METRO Act states that "A municipality shall approve or deny access under this section within 45 days from the date a provider files an application for a permit (MCL484.3115(3)).

SURF Internet has completed all steps required by the State of Michigan, provided proof of insurance, and submitted the \$500 application fee.

The provided project map indicates the project will run south of M6.

FINANCIAL IMPACT:

The \$500 application fee has been submitted. Approval of the permit application does not involve any financial obligation on the Township's part.

BUDGET ACTION REQUIRED: NONE

STAFF RECOMMENDATION:

Staff recommends the Township Board approve SURF Internet's application.

**METRO Act Permit Application Form
Revised February 2, 2015**

Gaines Charter Township

**APPLICATION FOR
ACCESS TO AND ONGOING USE OF PUBLIC WAYS BY
TELECOMMUNICATIONS PROVIDERS
UNDER
METROPOLITAN EXTENSION TELECOMMUNICATIONS
RIGHTS-OF-WAY OVERSIGHT ACT
2002 PA 48
MCL SECTIONS 484.3101 TO 484.3120**

BY

**Surf Air Wireless, LLC d/b/a Surf Internet
("APPLICANT")**

Unfamiliar with METRO Act?--Assistance: Municipalities unfamiliar with Michigan Metropolitan Extension Telecommunications Rights-of-Way Oversight Act ("METRO Act") permits for telecommunications providers should seek assistance, such as by contacting the Telecommunications Division of the Michigan Public Service Commission at 517-284-8190 or via its web site at http://www.michigan.gov/mpsc/0,4639,7-159-16372_22707---,00.html.

45 Days to Act—Fines for Failure to Act: The METRO Act states that "A municipality shall approve or deny access under this section within 45 days from the date a provider files an application for a permit for access to a public right-of-way." MCL 484.3115(3). The Michigan Public Service Commission can impose fines of up to \$40,000 per day for violations of the METRO Act. It has imposed fines under the Michigan Telecommunications Act where it found providers or municipalities violated the statute.

Where to File: Applicants should file copies as follows [municipalities should adapt as appropriate—unless otherwise specified service should be as follows]:

-- Three (3) copies (one of which shall be marked and designated as the master copy) with the Clerk at [insert address].

Gaines Charter Township

**APPLICATION FOR
ACCESS TO AND ONGOING USE OF PUBLIC WAYS BY
TELECOMMUNICATIONS PROVIDERS**

**By
Surf Air Wireless, LLC d/b/a Surf Internet
("APPLICANT")**

This is an application pursuant to Sections 5 and 6 of the Metropolitan Extension Telecommunications Rights-of-Way Oversight Act, 2002 PA 48 (the "METRO Act") for access to and ongoing usage of the public right-of-way, including public roadways, highways, streets, alleys, easements, and waterways ("Public Ways") in the Municipality for a telecommunications system. The METRO Act states that "A municipality shall approve or deny access under this section within 45 days from the date a provider files an application for a permit for access to a public right-of-way." MCL 484.3115(3).

This application must be accompanied by a one-time application fee of \$500, unless the applicant is exempt from this requirement under Section 5(3) of the METRO Act, MCL 484.3105(3).

1 GENERAL INFORMATION:

1.1 Date: 8/1/2023

1.2 Applicant's legal name: Surf Air Wireless, LLC
Mailing Address: 228 Waterfall Dr
Elkhart, IN 46516

Telephone Number: 888-274-6381

Fax Number:

Corporate website: <https://surfinternet.com>

Name and title of Applicant's local manager (and if different) contact person regarding this application:

Adam Bates

Mailing Address: 400 76th St SW

Suite 15

Byron Center, MI 49315

Telephone Number: 517-375-1693

Fax Number: _____

E-mail Address: abates@surfinternet.com

1.3 Type of Entity: (Check one of the following)

- ☐ Corporation
☐ General Partnership
☐ Limited Partnership
☒ Limited Liability Company
☐ Individual
☐ Other, please describe: _____

1.4 Assumed name for doing business, if any: Surf Internet

1.5 Description of Entity:

1.5.1 Jurisdiction of incorporation/formation; Delaware

1.5.2 Date of incorporation/formation; 6/30/2006

1.5.3 If a subsidiary, name of ultimate parent company;

1.5.4 Chairperson, President/CEO, Secretary and Treasurer (and equivalent officials for non-corporate entities).

Gene Crusie, CEO
Ryan Delack, CFO
Deborah Crawford, COO
Patrick Wheeland, CTO

1.6 Attach copies of Applicant's most recent annual report (with state ID number) filed with the Michigan Department of Licensing and Regulatory Affairs and certificate of good standing with the State of Michigan. For entities in existence for less than one year and for non-corporate entities, provide equivalent information.

Please see attached.

1.7 Is Applicant aware of any present or potential conflicts of interest between Applicant and Municipality? If yes, describe: _____ None. _____

1.8 In the past three (3) years, has Applicant had a permit to install telecommunications facilities in the public right of way revoked by any Michigan municipality?

Circle: Yes ☒ No

If "yes," please describe the circumstances.

1.9 In the past three (3) years, has an adverse finding been made or an adverse final action been taken by any Michigan court or administrative body against Applicant under any law or regulation related to the following:

1.9.1 A felony; or

1.9.2 A revocation or suspension of any authorization (including cable franchises) to provide telecommunications or video programming services?

Circle: Yes ☒ No

If "yes," please attach a full description of the parties and matters involved, including an identification of the court or administrative body and any proceedings (by dates and file numbers, if applicable), and the disposition of such proceedings.

1.10 [If Applicant has been granted and currently holds a license to provide basic local exchange service, no financial information needs to be supplied.] If publicly held, provide Applicant's most recent financial statements. If financial statements of a parent company of Applicant (or other affiliate of Applicant) are provided in lieu of those of Applicant, please explain.

1.10.1 If privately held, and if Municipality requests the information within 10 days of the date of this Application, the Applicant and the Municipality should make arrangements for the Municipality to review the financial statements.

If no financial statements are provided, please explain and provide particulars.

A private review of financial statements can be arranged if required by Municipality

2 DESCRIPTION OF PROJECT:

2.1 Provide a copy of authorizations, if applicable, Applicant holds to provide telecommunications services in Municipality. If no authorizations are applicable, please explain.

2.2 Describe in plain English how Municipality should describe to the public the telecommunications services to be provided by Applicant and the telecommunications facilities to be installed by Applicant in the Public Ways.

Installation of Telecommunications Conduit and Fiber via underground or aerial methods.

2.3 Attach route maps showing the location (including whether overhead or underground) of Applicant's existing and proposed facilities in the public right-of-way. To the extent known, please identify the side of the street on which the facilities will be located. (If construction approval is sought at this time, provide engineering drawings, if available, showing location and depth, if applicable, of facilities to be installed in the public right-of-way).

2.4 Please provide an anticipated or actual construction schedule.

Surf Internet would like to commence construction as soon as possible once approved permits have been received by the Municipality.

2.5 Please list all organizations and entities which will have any ownership interest in the facilities proposed to be installed in the Public Ways.

Surf Air Wireless, LLC

2.6 Who will be responsible for maintaining the facilities Applicant places in the Public Ways and how are they to be promptly contacted? If Applicant's facilities are to be installed on or in existing facilities in the Public Ways of existing public utilities or incumbent telecommunications providers, describe the facilities to be used, and provide verification of their consent to such usage by Applicant.

Surf Air Wireless, LLC

3 TELECOMMUNICATION PROVIDER ADMINISTRATIVE MATTERS:

Please provide the following or attach an appropriate exhibit.

3.1 Address of Applicant's nearest local office;

400 76th St SW, Suite 15
Byron Center, MI 49315

3.2 Location of all records and engineering drawings, if not at local office;

3325 Middlebury St
Elkhart, IN 46516

3.3 Names, titles, addresses, e-mail addresses and telephone numbers of contact person(s) for Applicant's engineer or engineers and their responsibilities for the telecommunications system;

Ryan Coates, Director of OSP Engineering, rcoates@surfinternet.com
Russell Van Vlack, OSP Engineer, rvanvlack@surfinternet.com
Ryan Burtchett, Construction Coordinator, rburtchett@surfinternet.com

3.4 Provide evidence of self-insurance or a certificate of insurance showing Applicant's insurance coverage, carrier and limits of liability for the following:

3.4.1 Worker's compensation;

3.4.2 Commercial general liability, including at least:

- 3.4.2.1 Combined overall limits;
- 3.4.2.2 Combined single limit for each occurrence of bodily injury;
- 3.4.2.3 Personal injury;
- 3.4.2.4 Property damage;
- 3.4.2.5 Blanket contractual liability for written contracts, products, and completed operations;
- 3.4.2.6 Independent contractor liability;
- 3.4.2.7 For any non-aerial installations, coverage for property damage from perils of explosives, collapse, or damage to underground utilities (known as XCU coverage);
- 3.4.2.8 Environmental contamination;

3.4.3 Automobile liability covering all owned, hired, and non-owned vehicles used by Applicant, its employee, or agents.

3.5 Names of all anticipated contractors and subcontractors involved in the construction, maintenance and operation of Applicant's facilities in the Public Ways.

4 CERTIFICATION:

All the statements made in the application and attached exhibits are true and correct to the best of my knowledge and belief.

2/23/2023
Date

NAME OF ENTITY ("APPLICANT")

Surf Air Wireless, LLC d/b/a Surf Internet

By: 
Adam Bates
Michigan Market Manager

S:\metroapplicationform.doc

Public Right-of-Way to be Used by Telecommunication Facilities

Public Right-of-Way to be Used by Telecommunication Facilities





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/16/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER UNITEL 1128 Lincoln Mall Suite 200 Lincoln NE 68508	CONTACT NAME: Tracy Alexander PHONE (A/C, No, Ext): (402) 434-7200 FAX (A/C, No): (402) 434-7272 E-MAIL ADDRESS: tabboti@unitelinsurance.com																					
INSURED Surf Air Wireless, LLC PO Box 552 Goshen IN 46527	<table><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A:</td><td>Acadia Insurance Company</td><td>31325</td></tr><tr><td>INSURER B:</td><td>Accident Fund Insurance Co.</td><td>10166</td></tr><tr><td>INSURER C:</td><td></td><td></td></tr><tr><td>INSURER D:</td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Acadia Insurance Company	31325	INSURER B:	Accident Fund Insurance Co.	10166	INSURER C:			INSURER D:			INSURER E:			INSURER F:		
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INSURER C:																						
INSURER D:																						
INSURER E:																						
INSURER F:																						

COVERAGES **CERTIFICATE NUMBER:** 23/24 ALL LINES **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:	Y	RUP3275890	06/01/2023	06/01/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY	Y	RUP3275890	06/01/2023	06/01/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$		RUP3275890	06/01/2023	06/01/2024	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
B	☒ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	100052903	06/01/2023	06/01/2024	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

Gaines Charter Township
8555 Kalamazoo Ave, SE

Caledonia MI 49316

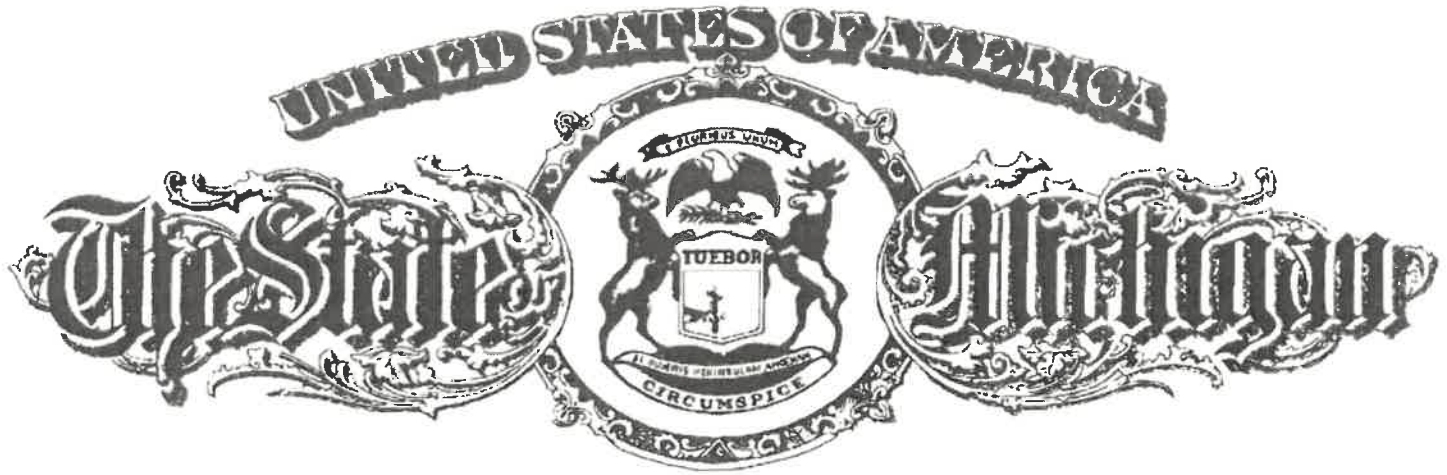
CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Ryan Kerk

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Department of Licensing and Regulatory Affairs

Lansing, Michigan

This is to Certify That

SURF AIR WIRELESS, LLC

A(n) DELAWARE Limited Liability Company was validly authorized on October 30, 2014 to transact business in Michigan and that said Limited Liability Company holds a valid certificate of authority to transact business in this state, and has satisfied its annual filing obligations.

This certificate is issued pursuant to the provisions of 1993 PA 23, as amended, to attest to the fact that the Limited Liability Company is in good standing in Michigan as of this date and is duly authorized to transact in this state any business that a domestic Limited Liability Company formed under this act may lawfully transact, except as limited by statements in its Application for Certificate of Authority or under the law of its jurisdiction of organization.

This certificate is in due form, made by me as the proper officer, and is entitled to have full faith and credit given it in every court and office within the United States.

*In testimony whereof, I have hereunto set my hand,
in the City of Lansing, this 30th day of October, 2014*



Alan J. Schefke, Director
Corporations, Securities & Commercial Licensing Bureau

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
FILING ENDORSEMENT

This is to Certify that the CERTIFICATE OF ASSUMED NAME

for

SURF AIR WIRELESS, LLC

ID Number: 801879615

to transact business under the assumed name of
SURF INTERNET

received by electronic transmission on February 01, 2023 ***, is hereby endorsed.***

Filed on February 06, 2023 ***, by the Administrator.***

The document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.

Expiration Date: December 31, 2028



In testimony whereof, I have hereunto set my hand and affixed the Seal of the Department, in the City of Lansing, this 6th day of February, 2023.

Linda Clegg

Linda Clegg, Director

Corporations, Securities & Commercial Licensing Bureau

Delaware

PAGE 1

The First State

I, JEFFREY W. BULLOCK, SECRETARY OF STATE OF THE STATE OF DELAWARE, DO HEREBY CERTIFY "SURF AIR WIRELESS, LLC" IS DULY FORMED UNDER THE LAWS OF THE STATE OF DELAWARE AND IS IN GOOD STANDING AND HAS A LEGAL EXISTENCE SO FAR AS THE RECORDS OF THIS OFFICE SHOW, AS OF THE TWENTY-NINTH DAY OF OCTOBER, A.D. 2014.

AND I DO HEREBY FURTHER CERTIFY THAT THE SAID "SURF AIR WIRELESS, LLC" WAS FORMED ON THE NINETEENTH DAY OF SEPTEMBER, A.D. 2014.

AND I DO HEREBY FURTHER CERTIFY THAT THE ANNUAL TAXES HAVE NOT BEEN ASSESSED TO DATE.

5607341 8300

141346584

You may verify this certificate online
at corp.delaware.gov/authver.shtml




Jeffrey W. Bullock, Secretary of State
AUTHENTICATION: 1819173

DATE: 10-29-14



Our Mission

We believe high-speed, reliable internet service is the great equalizer. We're on a mission to transform the future of our region by building an unparalleled network and providing world-class customer service in the communities where we live, work, and serve.

Who We Are

- We're an innovative fiber-optic internet company that serves as the essential gateway to connectivity in underserved, rural communities.
- We're locally owned, headquartered in Elkhart, IN with offices in La Porte, IN; Byron Center, MI; Fowlerville, MI; Coal City, IL; and Rock Falls, IL.
- We've been providing internet connectivity to residents in the Great Lakes Region for over 25 years.
- Our local, 150+ person team is focused on exceptional customer care and advocacy for the people in the region.



Surf's Fiber-Optic Solution

Internet technology has been available for years, through dial up, DSL, Wireless and Cable technology. But over the last decade, fiber internet has come into the forefront as the fastest and most reliable connection available. Here's why:

Next Level Technology

With fiber-optics, data is transmitted through pulses of light along glass fibers compared to traditional cable internet which uses outdated copper cable powered by less dependable electricity.

More Reliable

Fiber is more secure than cable internet with less chance for digital interference and virtually no signal interruptions.

Dedicated to Each Home

Users won't experience slowdowns or latency in service during high usage times because the signal is exclusive to just one location and not shared with multiple homes in the neighborhood like cable.

Consistent Signal

Symmetrical speeds provide consistent data delivery, unlike cable which is asymmetrical with slower upload speeds.

FIBER IS UP TO 25X FASTER THAN CABLE¹

That's correct, when comparing both fiber and cable internet at 1 Gig speeds, fiber upload speed reaches up to 1000 Mbps while cable is much slower at only 35 Mbps.

The Importance of Speed

Today's modern households require more bandwidth for multiple users and devices. Higher speeds deliver the data at a greater rate for quicker downloads, faster page loading and less lag while gaming. The amount of information and data needed to run sophisticated systems is constantly increasing, which means the need for more speed to transmit the data will continue to escalate.

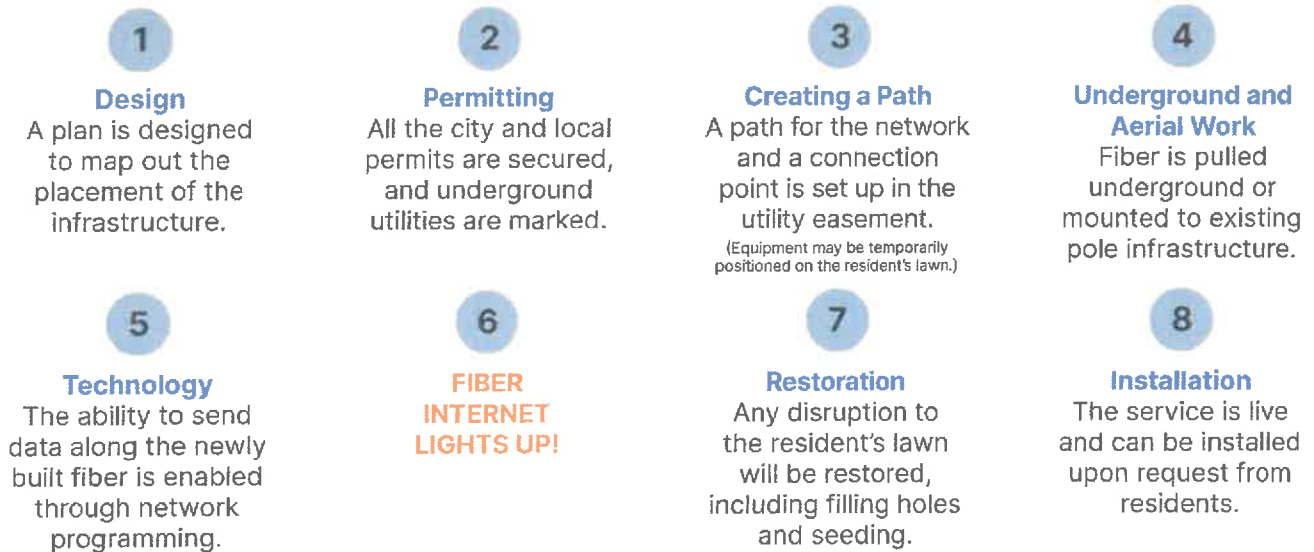


Building New Networks



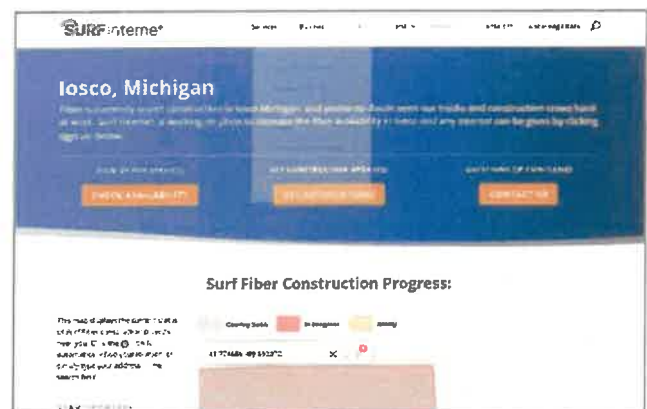
Surf Internet works with cities and townships to assess the viability of building new fiber networks every day. We commit to a significant financial investment and can obtain additional funding through government grants. Projects are only successful through cooperation and partnership with the local communities. It's important for the city government to understand and help communicate the process to the local residents in order to bring this amazing technology to each home. Surf strives for transparency when what to expect to residents during construction.

The Construction Process



Online Status Updates

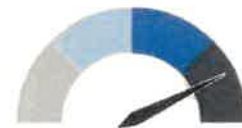
Surf Internet has a website dedicated to keeping your residents updated about all phases of construction. Residents can sign up for notifications and learn more information about the construction process. Community members are encouraged to contact the construction team online at construction.surfinternet.com/question.



Exceptional Customer Service

The team at Surf Internet is available to support your community before, during and after they switch to our services. It begins with providing information during the construction phase and then by helping each resident to select the package that's right-sized for their family's lifestyle. During your service installation and beyond, we're there to troubleshoot issues and answer questions.

**NPS
SCORE**



Customer surveys have ranked Surf with an exceptionally high Net Promoter Score of 56² that towers over the industry average score of 6. This tracks customer satisfaction on an ongoing basis.



Products and Services



Surf gives you clear choices with transparent pricing.

Internet Speed Plans³

1 Gig

For heavy users, 4K video streaming, extreme gaming, complex data, Virtual Reality and more

500 Mbps

Great for multiple devices in the home, multi-player gaming and multi-device streaming

100 Mbps

Fast speed for email, surfing, streaming and social media

50 Mbps

Standard speed affordably priced as low as only \$5/mo when paired with the FCC Affordable Connectivity Program⁴

Convenience and Savings with ALL Plans

- ▶ No Contracts
- ▶ Free Expert Installation³
- ▶ Exceptional Customer Care



Our Local Promise: As our neighbor, you qualify for a **Price-Lock for Life.**³ The cost of your service will never go up.

Creating Affordable Solutions

We pride ourselves on providing affordable, competitive, pricing for our services. Plus, we actively provide discounts to those who qualify.



Affordable Connectivity Program (ACP)

Surf Internet is proud to participate in the ACP federal government subsidy that reduces customer internet costs up to \$30 a month⁴. Our website helps residents understand how they might qualify and walks them through the application process at surf broadband.com/acp.



Salute Teachers and Veterans

We reward Teachers and Veterans, two groups in the community who continually serve others and make incredible sacrifices with a \$5 monthly discount⁵. This benefit is offered widely to any Teacher or Veteran that's a new or existing customer who qualifies.



Add-On Services



With Surf, there's no need to bundle to get a good price. You can enhance your internet experience when you combine with other great services.

Whole-Home WiFi

All Surf Internet plans include WiFi capabilities. For an extra boost, eero™ 6 Whole-Home WiFi technology can spread Surf's fast, reliable coverage to every corner of your home with an added layer of security and support.

Enjoy a better way to WiFi

with FREE Whole-Home eero™ devices³

(With select packages, restrictions apply.)



VoIP Home Phone⁶

Get crystal clear calling with digital home and business phone service plans from Surf Internet. Enjoy unlimited domestic calling and free voice-mail for one low monthly price. There are no contracts, installation and activation of your phone services are free plus, you can keep your current phone number.

Get crystal-clear calling

with VoIP Home Phone (add on for \$10/mo)⁶



Streaming Video Entertainment⁷

Surf partners with the most popular streaming TV services to help residents build their own television package through the **TV Recommendation Tool** located under the Streaming TV tab at SurfFiberInternet.com.

The **TV Recommendation Tool** guides the user through the selection process and compares the content offered by different service providers. It acts like their personal consultant walking them through the decision-making process.

Streaming only the programs they love allows them to skip over the programs they don't want and save by subscribing to just the programs they will watch.

Streaming services can be accessed through any connected device when on the go or through a SmartTV, Apple TV, Amazon Fire Stick, Roku or similar device when in the comfort of your resident's home. Streaming TV is available when and where they want.

Watch what you love

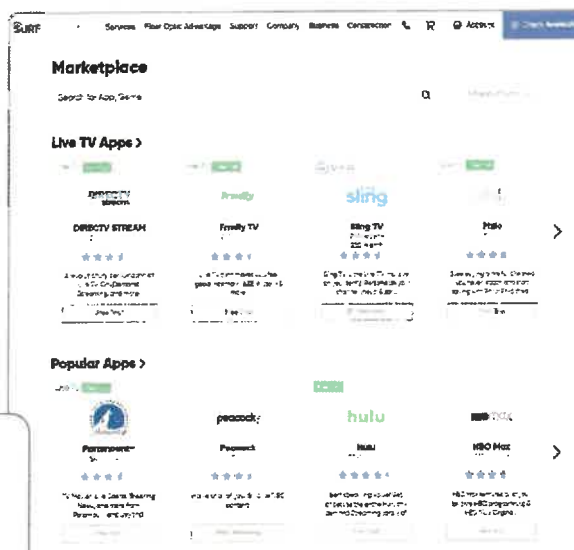
with popular streaming TV options from our partners



Which best describes your household?

Just Me Multiple Adults Adults & Children Very Large Family

Next



A Case Study – Cohoctah Township's Experience with Surf Internet



Cohoctah is one of Surf Internet's first projects in the Michigan area taking only eight weeks from start to finish to complete construction. This project was a prime example of how implementation of a solid process and procedure allows for a streamlined approach to launch fiber internet services in a new area.



Timeline of project build

- ▶ December 2021 – Discussion began on how to use the ARPA funds
- ▶ February 2022 – Legal review completed and project approved
- ▶ March 2022 – Construction began
- ▶ Beginning of May 2022 – Fiber internet service available to residents

Process and Communication

The Surf team started with a solid process and plan in combination with good communication with the city leaders. The communication helped to lay the groundwork and understand issues to identify other providers in the area and the services that were currently available. Together with the city, Surf was able to make informed decisions on the project build-out area while always keeping the benefits to the residents as a priority. In addition, a solid communication plan was rolled out to the residents of the area to inform them of the construction process and the benefits of Surf fiber internet. This included signage throughout the project area, individual signs near each homeowners mailbox, door hangers, direct mail communication and emails throughout the build process.

Positive Relationships

The partnership with the city paved the way toward the excellent relationships Surf formed with permitting committees to help the process run smoothly.

Staffing

Surf used local contractors with personnel rooted in the community who had a stake in achieving a positive outcome. Surf searched out groups that are flexible and capable of doing large and small projects alike.

Project Support

The Surf Internet leadership team supports all levels of the business because all projects benefit the greater goals. Overall, the more Surf builds and expands into communities, the stronger the network grows due to redundancy



What Community Leaders are Saying

We've included summarized comments from the City Leaders we've worked with recently in Michigan. You can find their complete comments included later in this packet.

"While installing fiber broadband in our Oak Grove Settlement area, Adam Bates from Surf Internet identified the opportunity to use ARPA funding to continue to install fiber to the township hall. Surf was willing to continue laying fiber with just a resolution from the township board. Mr. Bates has also advocated on behalf of our township and other townships in the Western portion of Livingston County to service our unserved and underserved residents with fiber internet. I would strongly recommend Surf Internet as a business with high standards of professionalism, skill, and willingness to work through issues addressing fiber broadband in a community."



Mark Fosdick, Supervisor for Cohoctah Township, Livingston County, Michigan

"Iosco Township is a rural farming community with under 4000 residents, which did not make us appealing to large internet providers. Internet options in our area were minimal and very expensive. The Covid-19 pandemic brought to light the need for rural residents to have good and affordable internet service. When ARPA funding became available The Township Board entered into a partnership with Surf Internet to further build out fiber services. Surf Internet's willingness to bring fiber to our area was literally life changing for many of our residents. They can now work from home, educational resources are readily available, and home entertainment options are now limitless. Overall, Surf Internet has provided this township with excellent service."



Julie Dailey, Iosco Township Clerk, Amanda Bonnville, Iosco Township Treasurer, William C. Miller, Iosco Township Supervisor, Livingston County, Michigan

What Michigan Customers are Saying

"After years of almost non-existent internet service from our former provider, Surf Internet is amazing. The download speeds are as advertised and we can run many devices at once! The price is fair. Couldn't be happier!"

Amanda R.

"Consistent high speeds; enabling my wife and me to work remotely full time and stream all the internet content we could ever need."

Doug G.

"The fiber works great. The installation was quick and the tech was very helpful and answered all questions."

Paul M.





TERMS & CONDITIONS

¹Faster upload speeds based on combined upload and download capacity versus major cable providers: Xfinity, Spectrum, and Cox 1G1G cable service. Internet speeds based on hard wired connection. Actual speed test results may vary up to 20%.

²Surf Internet YTD NPS ranking as of 10/2, 2022 of 53 compared to industry average of 6. Survey deployed 1/4/22, 4/1/22 & 10/2/22 to 12,225 Fiber Internet customers; 1221 respondents. SOURCES: satmetrix.com | NICE Satmetrix 2022 Consumer Net Promoter Benchmark Study Net Promoter, Net Promoter Score, and NPS are trademarks of NICE Systems, Inc., Bain & Company, Inc., and Fred Reichheld.

³Added fees may be required for additional equipment and services. Internet speeds are not guaranteed and may vary by equipment, number of users/devices and other factors outside of Surf's control. 1 Gig and 500 Mbps service not available in some areas. Price-lock for life applies to the current plan for length of service. Restrictions apply. Franchise fees apply for Rock Falls residents. Whole-Home WiFi powered by eero is a product of EERO LLC, and managed by Surf Internet. Additional eero devices may be required at extra cost. Additional fees may apply if home is located more than 250 ft from the road. ©2023 Surf Internet

⁴Customers receiving the Affordable Connectivity Program ("ACP") \$30/mo benefit are responsible for charges in excess of the benefit. Benefit is non-transferable. One benefit per household. Upon conclusion of ACP or when a household is no longer eligible, the benefit will be removed, and services will be subject to regular rates, terms and conditions. Eligibility and other ACP terms apply.

⁵Salute Teachers and Veterans program is available to new and existing Surf Internet customers who are K-12 and higher education school employees along with active and retired military personnel. Customers must subscribe to 50Mbps speed and higher. Validation is required by submitting an acceptable form of validation as outlined in the Terms & Conditions at surfinet.net.com. Military members of the program receive \$5/mo credit for the life of the account while Teachers must revalidate eligibility each year. Offer is non-transferable, may change or expire without notice and may not be combined with any other discounts or promotions. For more information visit surfinet.net.com/salute.

⁶Equipment, installation, taxes, fees, including regulatory fees and other applicable charges extra and subject to change. VoIP pricing applies to direct-dialed calls from home to locations included in the coverage area. Service (including 911/emergency services) may not function after an extended power outage. Call Surf Internet for restrictions and complete details.

⁷Requires separate subscription to streaming service, and agreement to streaming service terms and policies, which are subject to change by the streaming service provider. Surf Internet is not responsible for streaming services or their contents. Visit individual Streaming Service Provider websites for Terms and Conditions.

Cohoctah Township
10518 Antcliff Road
Fowlerville, Michigan 48836

Mark Fosdick, Supervisor

December 14, 2022

To Whom It May Concern:

As Supervisor for Cohoctah Township, Livingston County, Michigan, I can wholeheartedly recommend Surf Internet for a community's broadband services.

In late summer of 2021, Adam Bates, Market Manager in Michigan for Surf Internet approached our township about installing fiber internet. We indicated a willingness to work with Surf. Surf Internet later in the year started to install fiber broadband in our Oak Grove Settlement area. Before the project was completed Mr. Bates approached us with a proposal where the township would use a big portion of our ARPA funds, along with their own funds, to continue installing fiber to the township hall.

Surf Internet was willing to continue laying fiber with just a resolution from the township board. Once the resolution was completed, we continued to work on a contract for the work with our respective attorneys. Two months later we signed a contract for the work that was to be completed and go live in the fall of 2022. The work was completed and went live in late May of 2022.

We are in constant contact with Mr. Bates on further projects to serve our unserved and unserved homes with fiber internet. Mr. Bates has also advocated on behalf of our township and other townships in the Western portion of Livingston County to service our unserved and underserved residents with fiber internet.

I would strongly recommend Surf Internet as a business with high standards of professionalism, skill, and willingness to work through issues addressing fiber broadband in a community.

Sincerely,

Mark Fosdick
Cohoctah Township Supervisor

Iosco Township
Livingston County
2050 Bradley Rd.
Webberville, MI 48892
www.ioscotwp.com

December 8, 2022

Whitley County Commissioners,

Iosco township is a rural community in southeast Michigan. We are a farming community with just under 4000 residents which did not make us appealing to large internet providers. Internet options in our area were minimal and very expensive. Surf Internet began providing wireless internet in 2005, however due to terrain and topography only a small percentage of our residents were able to take advantage of their services.

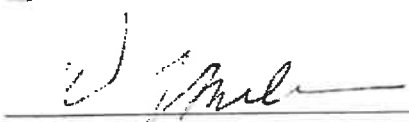
The Covid-19 pandemic brought to light the need for rural residents to have good and affordable internet service. When ARPA funding became available The Township Board knew how that money would best serve our residents. After being approached by Surf Internet, we entered into a partnership with them to further build out fiber services.

Surf Internet's willingness to bring fiber to our area was literally life changing for many of our residents. It allowed them to not only work from home, but to stay in touch with family when it wasn't possible to be with them. Our residents can now work from home, reducing commutes, educational resources are readily available, and home entertainment options are now limitless.

Construction has been done in a timely and clean manner. Communications with the project management was easy with consistent updates. Overall, Surf Internet has provided this township with excellent service.


Julie Dailey, Iosco Township Clerk


Amanda Bonville, Iosco Township Treasurer


William C. Miller, Iosco Township Supervisor



MEMO

Staff Communication-Action Required

DATE: September 8, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: New Streetlight at Coleman & Eastern

SUMMARY OF TOPIC:

As this Board discussed, the Township was contacted by a resident requesting that a streetlight located on Eastern Avenue be moved closer to the corner at Coleman, to better light that intersection.

Consumers Energy was contacted, and after reviewing the placement of existing lights, it was determined that the best solution would be to install an additional light across from Coleman, on the east side of Eastern Avenue.

In August, this Board tabled this decision, requesting further information.

After further discussion with Consumers, the cost (to the Township) for a new light on the east side of Eastern would be \$100.00, plus approximately \$10/month for operational costs. The cost to transfer the existing light to a new pole on the west side of Eastern comes in at \$6,191.00, plus approximately \$10/month for operational costs that are currently being paid.

The reason for the extreme difference in costs is (from an engineering standpoint) the length of their spans was too long, the existing pole is too short, and Consumers would have to unnecessarily replace the primary riser pole or add additional transformers. Also, because of the number of existing poles, it would be necessary to add a pole to someone's front yard, rather than in the right-of-way. Consumers avoids this whenever possible.

Consumers did apologize for the miscommunication regarding where the lines would run. They initially stated all lines would be underground, this was an error. The lines will run overhead, not underground.

BUDGET ACTION REQUIRED:

No budget action required. Total cost will be \$100. Funds exist in the 2023 budget to cover this expenditure.

STAFF RECOMMENDATION:

Staff recommends the Board adopt the resolution (supplied by Consumers Energy), granting Consumers the authority to make the change to our existing Standard Lighting Contract with Consumers, to include this new streetlight.



MEMO

Staff Communication

DATE: September 11th, 2023

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director

RE: Zoning Text Amendment– Chapter 8: Office Service, Neighborhood Commercial, and General Commercial Zoning

SUMMARY OF TOPIC:

Staff is requesting that the Board of Trustees consider a text amendment to the Gaines Charter Township Zoning Ordinance regarding “Chapter 8: Office and Commercial Zoning Districts” to bring it into alignment with the 2023 Master Plan.

Both the “Permitted Uses” and “Development Standards” were reviewed for each zoning category and draft changes have been made where Staff believes adjustments are necessary. In general, only a few changes have been made to the Office-Service and General Commercial sections, most changes have been in the Neighborhood Commercial category.

Previously the Neighborhood Commercial zoning has been very similar to the General Commercial with a few differences, Staff has attempted to draw clearer differences between the two and orient Neighborhood Commercial to be accessible for residents by foot, bike or auto, while General Commercial serves as the regional business model typically accessed by auto. Neighborhood Commercial will be used in instances where mixed uses are called for in combination with residential neighborhoods.

These changes are based on the desires of Township residents for better access to retail and services without having to constantly drive to Gaines Marketplace or Tanger Outlets for every necessary item. Staff has attempted to balance the realities of auto-based retail economics with making easier and more pleasant pedestrian and wheeled physical connections in areas adjacent to residential areas and in areas that will likely see residential growth in the foreseeable future.

Generally, we attempted to look to historical and existing development within the Township to inform suggested changes. For example, the Cutlerville area was developed in the 1930s and 1940s and was laid out for pedestrian access to businesses that were adjacent to homes, as automobiles were not yet ubiquitous. This compact, mixed-use development type served as a model for Neighborhood Commercial.

In terms of uses, the current zoning ordinance does not recognize some new types of business as services (e.g. brewpubs and electric vehicle charging stations), so Staff has added some new categories and clarified some others. Also under review were the various use categories and what level of review might be necessary to permit that use, whether permitted “by right”, special use permit (SUP), or prohibited.

Summaries of the Master Plan descriptions of each zoning category are below.

The Master Plan states Neighborhood Commercial development should have several key elements:

- Building facades should be set close to the front lot line for easy access from the sidewalk, while leaving some room for outdoor amenities or landscaping.
- Entries should be placed to the primary street for easy pedestrian access and parking lots should be placed to the side or rear of the front building façade.
- Parking lots should be small scale and incorporate pedestrian infrastructure access to the business.
- Exterior finishes should be materials found in the surrounding neighborhoods such as wood, brick, or stone, and windows should be featured prominently on façades facing sidewalks and streets.
- Site improvements that encourage the use of alternative forms of transportation (e.g., bike racks, transit shelters).

“If parking lots already exist in the front of the business, then fencing, vegetation, or walls should be installed to screen the parking lot during building improvements or site redevelopment. If located adjacent to LDR or RR uses, NC buildings must be designed with a picturesque architectural style that fits with rural character with a pitched roof (e.g., craftsman, prairie, farmhouse architectural styles are all relevant guides).”

The Master Plan states General Commercial is:

“... intended for generalized commercial activities including all highway commercial, regional based retail, and general business activities that service other businesses as well as the public. Associated parking for General Retail and Services will not have minimum standards, but will rely on market determination of need, and shared or public parking.”

Health and Workplace (applies to Office-Service in the ordinance)

“This land use designation seeks to provide medical, professional service, technical and related office uses both to serve the area's residents and in

support of the growing industrial development in the township. It may include senior housing and assisted living facilities as well.”

Proposed alterations to the zoning ordinance Intent & Purpose section are as follows:

Changed the “C-1” and “C-2” names to “NC” & “GC” which is easier to remember.

Intent and Purpose; added language based on Master Plan.

Permitted Uses Section:

- Clinics; specified types for clarity.
- Brewpub & Small Distiller; added categories and scale based on state license definitions.
- Financial Institutions; added three requirements in NC only. The requirements are intended to limit drive lanes interrupting pedestrian environment.
- Grocery; divided these based on square footage with the cutoff 12,000 SF. Limits the size of large grocery operations to GC.
- Hotel; similar to grocery, limits larger hotels to GC only.
- Vehicle Charging Stations; added category. Starting off with SUP required, staff was undecided whether to allow then by-right in GC and desires PC input on this.
- Vehicle washes; limited to GC only.
- Emergency Medical Centers; suggest allowing in GC with SUP, PC might also consider allowing them by right.
- Culture Venue; new category, replaces “Assembly Hall”, limited to 500 seats, SUP review and must be located on an arterial for traffic.
- Gas Station; not permitted in NC rather than SUP. Still permitted in GC.
- Theaters; defined as >500 seats as opposed to smaller theaters <500 seats.
- Accessory structures associated with primary use; added category.
- High Density Residential horizontally mixed with commercial/retail; added category with recommended review.

Development Standards Section:

Front Yard Setbacks; reduced to 25 feet for O-S, zero for NC, 25 feet for GC. They were formerly all 50 feet, which was typically dedicated to storefront parking lots. This will enable moving parking to the side and rear.

Side Yard, General; In NC reduced to zero if desired (with adequate fire wall), 5 feet minimum otherwise (requirement under fire code). 15 feet remains the standard for O-S and GC.

Side yard, Adjacent to Residential; reduced NC to 25 from 50 feet.

Street Side of a Corner Lot; Reduced NC to zero feet.

Rear Yard, Adjacent to Residential, reduced NC to 25 feet.

Section 8.5 Additional Standards for NC

New section related to how buildings should be laid out in NC. Parking to rear & side, not front.

Added design guidelines regarding building materials and some physical layout standards.

Require multi-mode connections (e.g. sidewalks).

FINANCIAL IMPACT:

The text amendment is not anticipated to have a financial impact on the Township.

BUDGET ACTION REQUIRED:

N/A.

PROCESS:

The Planning Commission has reviewed the proposed text amendment and held a public hearing. The Planning Commission recommended the Township Board of Trustees consider approval of the amendment to the zoning ordinance.

STAFF RECOMMENDATION:

A decision on the proposed language was tabled at the August 14th Board meeting, and staff has made some modifications to the accessory use table (accessory uses are now special use permits rather than permitted by right), and Section 8.5; modified the screening requirements for parking lots (including screens for lots over 24 spaces), removed the “traditional architecture” language, and added a section on how parking lots should allow for pedestrian circulation and limit large fields of parking bays.

If the proposed edits are acceptable, Staff recommends that the Township Board set a public hearing for the proposed text amendment via resolution.

Parking Lot Screening Devices Examples

Cities require a decorative screening device between a parking lot and a public right-of-way. This device enhances the pedestrian experience and elevates the aesthetics and design of a site. Imagine, would you rather walk along a row of plants or a row of cars? Below are the three different options that the city of Eastpointe allows for a screening device.

3-Foot Masonry Screening Wall



3-Foot Plant Screening Wall



Berm



Additional Recommended Parking Lot Design Guidelines

The following document provides further recommended design guidelines for parking lots. Source: City of Berkley Downtown Development Design Guidelines.

E. Parking Lots

Site design considerations for parking include the location of surface lots, their visual impact and relationship to pedestrian and vehicular circulation systems. Surface parking lots should not be visually prominent features along Twelve Mile Road, Coolidge Highway or at gateway intersections within the boundary of the District at Greenfield Road and Eleven Mile Road.



Divide a large parking area into interconnected, small modules with landscape buffers.

2.24 Minimize the visual impact of surface parking.

- Locate a parking area to the interior of a site. This is especially important on a corner property where the street wall should have a sense of enclosure.
- Divide a large parking area into small “pods” that maintain the traditional sense of smaller parking areas within a green landscape.
- Soften the view of parked cars from a public sidewalk or street using a planted buffer of trees, shrubs and ground cover, or a low wall constructed from materials compatible with the site.
- Site a surface parking lot to be compatible with the surrounding context and street frontage.

2.25 Design a parking lot to allow convenient pedestrian access.

- Provide landscaped islands with paths to promote pedestrian circulation across larger parking areas.
- Avoid locating surface parking directly in front of primary pedestrian entries.



Locate a surface parking lot so it will minimize gaps in the continuous building wall of a commercial block.

2.26 If a surface parking area would be visible from a street, screen it from view. These methods are encouraged:

- Landscaping
- Site walls
- Decorative fencing
- Public art
- Other methods that meet the intent of this guideline



If a surface parking area is visible from a street, screen it from view.

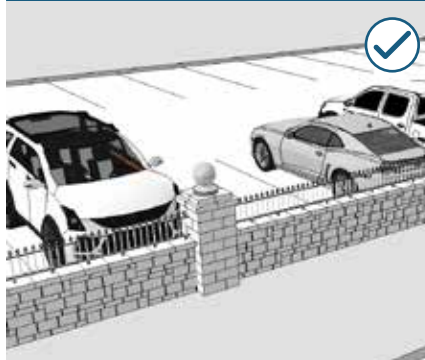
Surface Parking Screening Options

Options include:

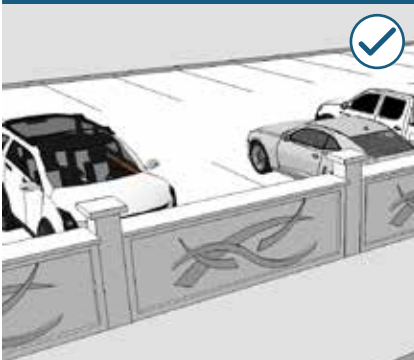
Landscaping



Site Wall



Public Art



Decorative Fencing

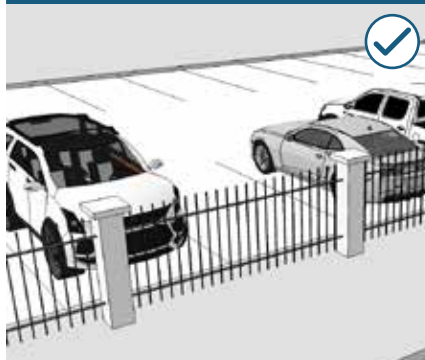


Diagram 2-7 Surface Parking Screening Options

CHAPTER 8 Office and Commercial Zoning Districts

Section 8.1 Intent and Purpose

This Chapter presents the regulations of three Zoning Districts: the “O-S” Office Service, the “NC” Neighborhood Commercial and the “GC” General Commercial. The intent of these districts is to provide for the orderly development of these uses to meet the retail, service and employment needs of the Township’s residents and surrounding areas.

A. Office Service (O-S): The Office Service Zoning District is intended for professional and business offices. It allows service, medical, technical, and related office uses both to serve the area’s residents and in support of the industrial developments of the Township.

B. Neighborhood Commercial (NC): The Neighborhood Commercial Zoning District is intended to encourage a complementary mixed of uses, to ensure that neighborhood commercial areas are compatible with adjacent residential neighborhoods and that transitions between the two are harmonious and accessible by a variety of mobility types. The uses in this district should be designed to provide goods and services primarily to meet the needs of the immediate neighborhood.

C. General Commercial (GC): The General Commercial zoning district is intended for more generalized commercial activities including office, highway commercial, regional and community-based retail, and general business activities that service other businesses as well as the public.

Section 8.2 Table of Permitted Uses

The following abbreviations apply to the Table of Permitted Uses:

P: The use is permitted by right in the district

SUP: The use is allowed only if the Planning Commission grants a Special Use Permit for it after finding it meets applicable standards in this chapter and Chapter 19.

NP: The use is not allowed at all in the district.

Zoning District				
Use	Office-Service (OS)	Neighborhood Commercial (NC)	General Commercial (GC)	Additional Requirements
Office				
Clinics, Outpatient Medical or Veterinary	P	P	P	
Offices, without the sale of goods	P	P	P	
Service				
Bed and Breakfasts	SUP	SUP	SUP	See Section 19.9(E)
Brewpub (≤ 12,000 barrels per year) or Small Distiller (≤ 60,000 gallons per year)	NP	SUP	P	
Contractors	SUP	NP	P	
Financial Institutions	P	P*	P	*For NC the following apply: 1. County Primary Road access Required

Zoning District				
Use	Office-Service (OS)	Neighborhood Commercial (NC)	General Commercial (GC)	Additional Requirements
				2. Primary façade must be 70% of street facing elevation. 3. Drive-thrus and access lanes are not permitted between street facing building elevation and sidewalks.
Fitness Facility	P	P	P	
Funeral Home and Mortuary	P	P	P	
Grocery, with or without Pharmacy <12,000 SF	NP	P	P	
Grocery, with or without Pharmacy >12,000 SF	NP	NP	P	
Hotels and Motels > 15 rooms	NP	NP	P	
Hotels and Motels ≤ 15 rooms	P	P	P	
Personal Service Establishments	P	P	P	
Radio & Television Stations	P	NP	NP	
Studios for instruction, such as dance or music	P	P	P	
Vehicle Charging Stations	SUP	SUP	SUP	
Vehicle Repair, Major	NP	NP	P	Parcel must be located a minimum of 150 feet from Residential or Agricultural zoned parcel.
Vehicle Repair, Minor	NP	NP	P	
Vehicle Washes	NP	NP	P	
Institutional, Recreational, and Utilities				
Colleges and Universities	SUP	SUP	SUP	
Emergency Medical Centers	P	NP	SUP	
Hospitals	SPU	NP	NP	
Municipal and Public Service Activities	SUP	SUP	SUP	
Culture Venue (500 seats max., assembly, film, music, lecture)	SUP	SUP	SUP	Primary Road Access Required
Nursing Homes	SUP	SUP	SUP	
Places of Religious Worship	SUP	SUP	SUP	See Section 19.9(G).
Private Schools	P	P	P	- Principal access must be from a primary arterial or collector street. - The minimum setback for both side and rear yards is 50 feet. - Maximum lot coverage of all buildings or structures is 35%.

Zoning District				
Use	Office-Service (OS)	Neighborhood Commercial (NC)	General Commercial (GC)	Additional Requirements
Public Utilities	SUP	SUP	SUP	
Child Day Care Center	SUP	SUP	SUP	See Chapter 19 (T).
		Retail		
Gasoline Service Station	NP	NP	SPU	County Primary Road Access Required
Restaurants, without drive-thru	NP	P	P	
Restaurants, with drive-thru	NP	NP	P	
Retail <12,000 SF	NP	P	P	
Retail >12,000 SF	NP	NP	P	
Wholesale Establishments	NP	NP	SPU	
Theatres >500 seats	NP	NP	P	
Vehicle Sales	NP	NP	P	
Other Uses				
Family Child Day Care Home (Existing Non-Conforming Single-Family Dwelling)	P	P	P	
Group Child Day Care Home (Existing Non-Conforming Single-Family Dwelling)	SPU	SPU	SPU	
Accessory structures and uses customarily incidental to the above permitted uses	SPU	SPU	SPU	• All Development Standards of 8.3 apply • May not exceed the primary use square footage
Residential R-3 development mixed with commercial use on a single parcel	SPU	SPU	NP	
Residential uses when located above the first floor of a permitted use, with a minimum floor area as determined in Section 7.3	SPU	P	NP	

Section 8.3 Development Standards

Development Standard	Zoning District			Other Requirements
	Office Service (OS)	Neighborhood Commercial (NC)	General Commercial (GC)	
Minimum Lot Area	N/A	N/A	N/A	
Minimum Lot Width	100 Feet	N/A	N/A	

Front Yard Setback	25 feet	0 feet	25 feet	Or the average of existing front yards within 200' on the same side of the street if lesser than the required setback.
Side Yard, General	15	Zero with fire protection, or minimum of 5 feet (can include parking)	15	
Side yard, adjacent to residential	50 feet	25 feet	50 feet	
Street side of a corner lot	25 feet	0 feet	25 feet	
Rear Yard, General	25 feet	25 feet	25 feet	
Rear Yard, adjacent to residential	50 feet	25 feet	50 feet	
Maximum Building Height	35 feet or 2.5 stories, whichever is less.			

Section 8.4 Additional Standards for O-S, NC, and GC Zoning Districts

A. Outdoor Activity: Except for automobile parking and off-street parking, all business, service or processing shall be conducted wholly within a completely enclosed building, unless approved in advance as part of the Site Plan Review process.

B. Outdoor Storage:

- i. Any outdoor storage of materials or equipment shall only be permitted in areas approved in advance as part of the Site Plan Review process.
- ii. Materials or equipment must be screened from the view of neighboring properties or from a street through the use of an approved landscaped screen, wall or solid fence. Materials or equipment cannot be visible above the screening.
- iii. Outdoor storage is not permitted in any setback that is adjacent to an "R" district or to a primary arterial street.

Section 8.5 Additional Standards for Neighborhood Commercial Zoning District

A. Parking lots: Must be located to the side or rear of the street facing façade.

- Parking lots over 24 spaces must be screened from sidewalks and roads with three-foot-high landscaping or structures compatible with primary site structures, e.g., walls, opaque fence, art installations, or other methods that meet this intent.
- Divide the parking area into "pods" of rows separated by landscaped islands for snow storage and allowing pedestrian circulation.

B. Building Materials

- i. On the first story of street facing façades wall materials must consist of brick, stone, wood, or fiber cement siding. Vinyl siding is permitted above the first floor/first story.
- ii. Buildings must have a minimum of one functional entry for every 60 feet of façade along the front lot line, and 100 feet of façade along side lot lines, or fraction thereof, along sidewalks.
- iii. Any ground floor building façade along a street must exhibit 40% clear glass windows on the ground floor.

C. Layout for new Construction

- i. Sidewalks at front elevation shall be 10 feet in width, site furniture/planters/surface utilities restricted to 0-4 feet from curb (leaves 6 feet of clear space).
- ii. On-street parking enabled on private roads, and on public roads where possible, no parking minimums required. Shared parking shall be enabled where possible.
- iii. Safe bike use enabled through the use of dedicated bikes lanes, etc.

D. Pedestrian pathways connecting residential and OS/NC/GC areas is required, e.g. sidewalks along streets, or dedicated pathways.

**GAINES CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN
(ORDINANCE NO. ____)**

At a _____ meeting of the Township Board for Gaines Charter Township held at the Township offices on _____, 2023, beginning at ____ p.m., the following Ordinance was offered for adoption by Township Board Member _____, and was seconded by Township Board Member _____:

**AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF GAINES
CHARTER TOWNSHIP REGARDING THE OFFICE AND
COMMERCIAL ZONING DISTRICTS**

THE CHARTER TOWNSHIP OF GAINES (the "Township") ORDAINS:

Section 1. Chapter 8. Chapter 8 of the Gaines Charter Township Zoning Ordinance is repealed in its entirety, and shall be replaced with the following:

**Chapter 8
Office and Commercial Zoning Districts**

Section 8.1 Intent and Purpose

A. **Office Service (O-S):** The Office Service Zoning District is intended for professional and business offices. It allows service, medical, technical and related office uses both to serve the area's residents and in support of the industrial developments of the Township.

B. **Neighborhood Commercial (NC):** The Neighborhood Commercial Zoning District is intended to encourage a complementary mixed of uses, to ensure that neighborhood commercial areas are compatible with adjacent residential neighborhoods and that transitions between the two are harmonious and accessible by a variety of mobility types. The uses in this district should be designed to provide goods and services primarily to meet the needs of the immediate neighborhood.

C. **General Commercial (GC):** The General Commercial zoning district is intended for more generalized commercial activities including office, highway commercial, regional and community-based retail, and general business activities that service other businesses as well as the public.

Section 8.2 Table of Permitted Uses

The following abbreviations apply to the Table of Permitted Uses:

P: The use is permitted by right in the district

SUP: The use is allowed only if the Planning Commission grants a Special Use Permit for it after finding it meets applicable standards in this chapter and Chapter 19.

NP: The use is not allowed at all in the district.

Zoning District				
Use	Office-Service (OS)	Neighborhood Commercial (NC)	General Commercial (GC)	Additional Requirements
Office				
Clinics, Outpatient Medical or Veterinary	P	P	P	
Offices, without the sale of goods	P	P	P	
Service				
Bed and Breakfasts	SUP	SUP	SUP	See Section 19.9(E)
Brewpub ($\leq 12,000$ barrels per year) or Small Distiller ($\leq 60,000$ gallons per year)	NP	SUP	P	
Contractors	SUP	NP	NP	
Financial Institutions	P	P*	P	*For NC the following apply: 1. County Primary Road access Required 2. Primary façade must be 70% of street facing elevation. 3. Drive-thrus and access lanes are not permitted between street facing building elevation and sidewalks.
Fitness Facility	P	P	P	
Funeral Home and Mortuary	P	P	P	
Grocery, with or without Pharmacy <12,000 SF	NP	P	P	

Zoning District				
Use	Office-Service (OS)	Neighborhood Commercial (NC)	General Commercial (GC)	Additional Requirements
Grocery, with or without Pharmacy >12,000 SF	NP	SUP	P	
Hotels and Motels > 15 rooms	NP	NP	P	
Hotels and Motels ≤ 15 rooms	P	P	P	
Personal Service Establishments	P	P	P	
Radio & Television Stations	P	NP	NP	
Studios for instruction, such as dance or music	P	P	P	
Vehicle Charging Stations	SUP	SUP	P	
Vehicle Repair, Major	NP	NP	P	Parcel must be located a minimum of 150 feet from Residential or Agricultural zoned parcel.
Vehicle Repair, Minor	NP	SUP	P	
Vehicle Washes	NP	NP	P	
Institutional, Recreational, and Utilities				
Colleges and Universities	SUP	SUP	SUP	
Emergency Medical Centers	P	NP	SUP	
Hospitals	SPU	NP	NP	
Municipal and Public Service Activities	SUP	SUP	SUP	
Culture Venue (500 seats max., assembly, film, music, lecture)	SUP	SUP	SUP	Primary Road Access Required
Nursing Homes	SUP	SUP	SUP	
Places of Religious Worship	SUP	SUP	SUP	See Section 19.9(G).
Private Schools	P	P	P	• Principal access must be from a

Zoning District				
Use	Office-Service (OS)	Neighborhood Commercial (NC)	General Commercial (GC)	Additional Requirements
				primary arterial or collector street. • The minimum setback for both side and rear yards is 50 feet. • Maximum lot coverage of all buildings or structures is 35%.
Public Utilities	SUP	SUP	SUP	
Child Day Care Center	SUP	SUP	SUP	See Chapter 19 (T).
		Retail		
Gasoline Service Station	NP	NP	SPU	County Primary Road Access Required
Restaurants, without drive-thru	NP	P	P	
Restaurants, with drive-thru	NP	NP	P	
Retail <12,000 SF	NP	P	P	
Retail >12,000 SF	NP	NP	P	
Wholesale Establishments	NP	NP	SPU	
Theatres	NP	NP	P	
Vehicle Sales	NP	NP	P	
Other Uses				
Family Child Day Care Home (Existing Non-Conforming Single-Family Dwelling)	P	P	P	
Group Child Day Care Home (Existing Non-Conforming Single-Family Dwelling)	SPU	SPU	SPU	
Accessory structures and uses customarily incidental to the above permitted uses	SPU	SPU	SPU	• All Development Standards of 8.3 apply

Zoning District				
Use	Office-Service (OS)	Neighborhood Commercial (NC)	General Commercial (GC)	Additional Requirements
				• May not exceed the primary use square footage
Residential R-3 development mixed with commercial use on a single parcel	SPU	SPU	NP	
Residential uses when located above the first floor of a permitted use, with a minimum floor area as determined in Section 7.3	SPU	P	NP	

Section 8.3 Development Standards

Development Standard	Zoning District			Other Requirements
	Office Service (OS)	Neighborhood Commercial (NC)	General Commercial (GC)	
Minimum Lot Area	N/A	N/A	N/A	
Minimum Lot Width	100 Feet	N/A	N/A	
Front Yard Setback	25 feet	0 feet	25 feet	Or the average of existing front yards within 200' on the same side of the street if lesser than the required setback.
Side Yard, General	15	Zero with fire protection, or minimum of 5 and maximum of 10 feet from property line	15	
Side yard, adjacent to residential	50 feet	25 feet	50 feet	

Street side of a corner lot	25 feet	0 feet	25 feet	
Rear Yard, General	25 feet	25 feet	25 feet	
Rear Yard, adjacent to residential	50 feet	25 feet	50 feet	
Maximum Building Height	35 feet or 2.5 stories, whichever is less.			

Section 8.4 Additional Standards for O-S, NC, and GC Zoning Districts

A. Outdoor Activity: Except for automobile parking and off-street parking, all business, service or processing shall be conducted wholly within a completely enclosed building, unless approved in advance as part of the Site Plan Review process.

B. Outdoor Storage:

i. Any outdoor storage of materials or equipment shall only be permitted in areas approved in advance as part of the Site Plan Review process.

ii. Materials or equipment must be screened from the view of neighboring properties or from a street through the use of an approved landscaped screen, wall or solid fence. Materials or equipment cannot be visible above the screening.

iii. Outdoor storage is not permitted in any setback that is adjacent to an "R" district or to a primary arterial street.

Section 8.5 Additional Standards for Neighborhood Commercial Zoning District

A. Parking lots: Must be located to the side or rear of the street facing façade.

- Parking lots over 24 spaces must be screened from sidewalks and roads with three-foot-high landscaping or structures compatible with primary site structures, e.g., walls, opaque fence, art installations, or other methods that meet this intent.
- Divide the parking area into "pods" of rows separated by landscaped islands for snow storage and allowing pedestrian circulation.

B. Building Materials

i. On the first story of street facing façades wall materials must consist of brick, stone, wood, or fiber cement siding. Vinyl siding is permitted above the first floor/first story.

- ii. Buildings must have a minimum of one functional entry for every 60 feet of façade along the front lot line, and 100 feet of façade along side lot lines, or fraction thereof, along sidewalks.
- iii. Any ground floor building façade along a street must exhibit 40% clear glass windows on the ground floor.

C. Layout for new Construction

- i. Sidewalks at front elevation shall be 10 feet in width, site furniture/planters/surface utilities restricted to 0-4 feet from curb (leaves 6 feet of clear space).
- ii. On-street parking enabled on private roads, and on public roads where possible, no parking minimums required. Shared parking shall be enabled where possible.
- iii. Safe bike use enabled through the use of dedicated bikes lanes, etc.

D. Pedestrian pathways connecting residential and OS/NC/GC areas is required, e.g. sidewalks along streets, or dedicated pathways.

Section 2. Effective Date. This Ordinance shall become effective seven (7) days after its publication (or a summary hereof) in a newspaper of general circulation within the Township.

The vote in favor of this Ordinance was as follows:

YEAS: _____

NAYS: _____
ABSENT/ABSTAIN: _____

ORDINANCE DECLARED ADOPTED/DENIED

CERTIFICATION

I hereby certify that the above is a true copy of an Ordinance adopted by the Township Board for Gaines Charter Township at the time, date, and place specified above pursuant to the required statutory procedures.

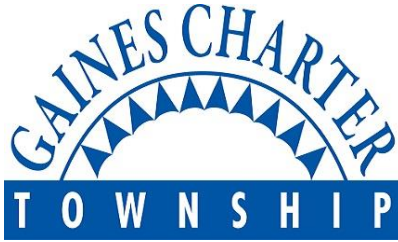
Respectfully submitted,

By _____

Township Board Ordinance No. 23-_____
_____, 2023

Michael Brew
Gaines Charter Township Clerk

DRAFT



MEMO

DATE: September 6, 2023
TO: Gaines Charter Township Board of Trustees
FROM: Tracy Lawrence, Water & Sewer Administrator
RE: 6965 Crystal View Dr – Utility Bill Relief Request

SUMMARY:

The Water & Sewer Dept. recognized high usage on this account upon receiving the quarterly meter read in November 2022 and contacted the homeowner. In the spring of 2023 when the irrigation system was turned back on, a leak was found on the mainline along with a broken head. The homeowner is asking for relief for the sewer charges related to the leak that are above their normal usage.

WATER & SEWER ORDINANCE:

The Ordinance allows for the Township Board to grant utility bill relief when the water is not going into the sewer system.

RECOMMENDATION:

The Water & Sewer Committee passed a motion recommending that the Township Board refund the homeowner for sewer usage in the amount of \$734.93. This amount represents the estimated cost of sewer that was charged for water that was related to the irrigation leak that did not go into the sewer system.



MEMO

DATE: September 6, 2023
TO: Gaines Charter Township Board of Trustees
FROM: Tracy Lawrence, Water & Sewer Administrator
RE: 1166 – 60th St – Utility Bill Relief Request

SUMMARY:

The building owner contacted the Byron-Gaines Utility Authority (BGUA) to let them know he discovered a leak in the building, so he turned off the water. A BGUA operator met the owner onsite to check the meter for damage. The meter was broken at the bottom due to freezing and had leaked. Significant usage had gone through the meter prior to it freezing. Per our operator, the walls were soaked, mushy to the touch and rotting from water damage. I spoke to the owner and confirmed there was no floor drain. He said water was flowing out of the door when he first arrived at the building.

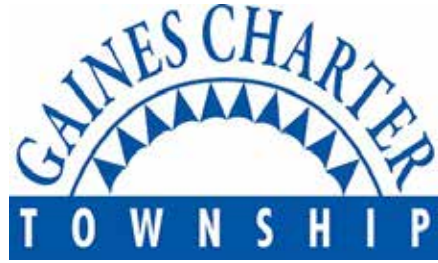
The owner is asking for relief for the sewer charges related to the leak that are above their normal usage.

WATER & SEWER ORDINANCE:

The Ordinance allows for the Township Board to grant utility bill relief when the water is not going into the sewer system.

RECOMMENDATION:

The Water & Sewer Committee passed a motion recommending that the Township Board refund the building owner for sewer usage in the amount of \$613.60. This amount represents the estimated cost of sewer that was charged for water that was related to the usage that did not go into the sewer system.



MEMO

Staff Communication – Action Required

DATE: September 7, 2023
TO: Township Board of Trustees
FROM: Jim Zenas, Township Assessor
RE: L-4029 Tax Rate Request 2023

SUMMARY OF TOPIC:

Attached you will find the 2023 Tax Rate Request. As calculated, the maximum allowable General Operating millage levy as provided under MCL 211.24e and MCL 211.34 for 2023 is 0.8162 mills. This is equal to the 2022 millage and not “rolled back” due to the high rate of inflation. The 2022 taxable value, minus losses, times the inflation rate is greater than the 2023 taxable value minus additions.

The law states that units requesting to levy a millage in excess of one mill are required to hold a public hearing. We levy less than one mill; therefore, a hearing is not necessary.

The Public Safety Special Assessment millage has also been added to the L-4029 at 1.0000 mills for 2023. This is an increase from the 0.7500 mills that were levied in 2022. In approving this millage, the Township Board committed to holding a public hearing every September.

FINANCIAL IMPACT:

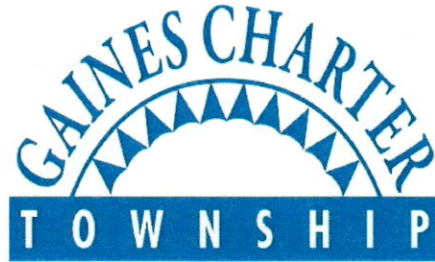
These rates impact the Townships General Fund and Special Assessment collections.

BUDGET ACTION REQUIRED:

None currently. These millage rates will be part of the FY 2024 budget adoption process.

STAFF RECOMMENDATION:

Adopt the 2023 General Operating millage rate of 0.8162 as well as the Public Safety Special Assessment millage rate of 1.0000 as required.



MEMO

Staff Communication – Discussion Only

DATE: September 8, 2023
TO: Township Board of Trustees
FROM: Rod Weersing, Township Manager
RE: Public Safety Special Assessment Rate

SUMMARY OF TOPIC:

In October 2021 the Township Board approved the creation of a Township-wide Special Assessment to fund public safety (police, fire, and rescue). Per state law the Township Board is required to have an annual Public Hearing to set the rate for the winter tax bill. This also requires that the tax roll be re-run as it's a continually evolving document.

The Public Hearing IS being held at our Monday, September 11, 2023 meeting. The resolution will be presented at this same meeting to adopt the proposed rate.

For the Winter 2023 bills, staff is recommending that the Special Assessment rate be increased to a 1.0000 mill equivalent. The average taxable value for residential properties in the Township is \$115,000 which means the Special Assessment will cost the average residential property owner about \$115 per year.

Services highlights for FY2024 include:

- The addition of a Kent Co. Sheriff's Office Deputy to staff a 12:00PM to 12:00 AM shift and
- Help to offset some of the operational costs for the Cutlerville and Dutton Fire Departments

The following tables are a breakdown of estimated budget costs (Table 1) and revenues (Table 2) in the Public Safety Fund for FY 2024:

Table 1

Category	Projected Expense	Percent
Cutlerville Fire/Rescue	\$1,510,496	35.36%
Dutton Fire/Rescue	\$1,401,504	32.81%
Kent Co. Sheriff's Office	\$1,360,000	31.83%
Total	\$4,272,000	

Table 2

Category	Projected Revenue	Percent
SAD Revenue	\$1,225,000	28.89%
Transfer from General Fund	\$2,125,000	50.12%
Transfer from ARPA	\$340,000	8.02%
Byron Contributions	\$550,000	12.97%
Total	\$4,240,000	

Special Assessment Revenues for FY 2024 are estimated to be \$1,225,000 and will represent about 29% of revenues in the Public Safety Fund. ARPA dollars are also being used to cover the costs of these changes to allow for a more incremental increase in the Special Assessment and the General Fund is also contributing to the Public Safety Budget in 2024 and will represent about 50% of total revenues into the Public Safety Fund.

FINANCIAL IMPACT:

It is estimated the Special Assessment at a 1.0000 mill equivalent will generate about \$1,225,000 in revenues for the Public Safety Budget (fund 205).

BUDGET ACTION REQUIRED:

None currently

STAFF RECOMMENDATION:

Staff recommends that the resolution establishing the rate 1.0000 mills be approved.



**GAINES CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN**

RESOLUTION NO. 23-__

**RESOLUTION CONFIRMING THE ANNUAL SPECIAL ASSESSMENT ROLL FOR
THE GAINES CHARTER TOWNSHIP FIRE AND PUBLIC SAFETY SERVICES
SPECIAL ASSESSMENT DISTRICT FOR 2024**

Minutes of a regular meeting of the Gaines Charter Township Board, Kent County, Michigan, held at the Gaines Charter Township Hall, 8555 Kalamazoo Ave., SE, Caledonia, Michigan 49316, on _____, 2023 at 7:00 p.m., local time.

PRESENT:

ABSENT:

The following Resolution was offered for adoption by Township Board Member _____ and supported by Township Board Member _____:

WHEREAS, the Township Board of Gaines Charter Township, County of Kent, State of Michigan, pursuant to Act 33 of the Public Acts of Michigan of 1951, as amended ("Act 33"), and Section 20948 (being MCL 333.20948) of Act 368 of the Public Acts of Michigan of 1978 ("Act 368"), has previously established the Gaines Charter Township Fire and Public Safety Services Special Assessment District (the "SAD") to defray the cost of purchasing, operating, and / or contracting fire, first responder, emergency rescue and police motor vehicles, apparatus, equipment, capital improvements, and housing and providing fire protection, rescue, first responder, police, public safety and related services and operations (collectively, the "Services") and assess the costs thereof to the properties specially benefitted by the fire and public safety services in the SAD; and

WHEREAS, the Township Board is required to annually determine the amount to be assessed in the SAD for the cost of providing the Services, subject to a limitation that the assessment be no more than 1.5 mills per year; and

WHEREAS, a special assessment roll has been prepared for the purpose of defraying the costs of the Services for 2024; and

WHEREAS, the Township Board has reviewed said special assessment roll, and, after due and legal notice, the Township Board met on _____, 2023, and heard objections to the distribution of the special assessment levy; and

WHEREAS, the Township Board deems said special assessment roll and special assessment levy to be fair and equitable.

NOW, THEREFORE, IT IS RESOLVED THAT:

1. The special assessment roll attached hereto as Exhibit A shall be designated the "Gaines Charter Township Fire and Public Safety Services Special Assessment Roll" (the "Roll").

2. The Roll, in the total sum of \$1,228,806,654.00, is hereby confirmed and approved. To cover the sum total of this amount, the Township shall assess and levy a special assessment in the amount of 1.0000 mills for 2023.

3. The assessments made in the Roll are hereby ordered and directed to be collected and the Township Treasurer is directed to distribute the special assessment levy on the taxable value of all of the lands and premises in the SAD except for lands and premises exempt from the collection of taxes under the General Property Tax Act, Act 206 of the Public Acts of Michigan of 1893 (however, lands and premises otherwise subject to special assessment via a contract or agreement with the Township or otherwise or subject to special assessment due to special or other legislation are not exempt and shall be subject to the special assessment).

4. The special assessment shall be distributed and shall become due and be collected at the same time as other Township taxes are assessed, levied, and collected, and shall be returned in the same manner for nonpayment. If the collections received from the special assessment levied are, at any time, insufficient to meet the obligations or expenses incurred in providing the Services, the Township Board may, by resolution, authorize the transfer or loan of sufficient money from the general fund of the Township to the special assessment fund. This money shall be repaid to the general fund of the Township out of special assessment funds when collected.

5. All resolutions or parts of resolutions in conflict herewith shall be and the same are hereby rescinded to the extent of the conflict.

6. All actions heretofore taken by Township officials, employees, and agents with respect to the Services and proceedings regarding this matter are hereby ratified and confirmed.

YEAS:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED.

Michael Brew
Gaines Charter Township Clerk

STATE OF MICHIGAN)
) ss.
COUNTY OF _____)

I, Michael Brew, Gaines Charter Township Clerk, hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of the Charter Township of Gaines at a regular meeting held on _____, 2023, and that public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended, including, in the case of a special or rescheduled meeting, notice by publication or posting at least eighteen (18) hours prior to the time set for the meeting.

IN WITNESS WHEREOF, I have affixed my official signature this ____ day of _____, 2023.

Michael Brew
Gaines Charter Township Clerk

EXHIBIT A
SPECIAL ASSESSMENT ROLL



8555 Kalamazoo Ave., SE
Caledonia, MI 49316

www.gainestownship.org

Phone: 616-698-6640
Fax: 616-698-2490

September 22, 2023

Gaines Township Board of Trustees
8555 Kalamazoo Ave SE
Caledonia, MI 49316

RE: September 25, 2023, Township Board Meeting

Township Board Members:

This Board meeting has been set up to review the proposed budgets for 2024. I plan to review with you each of the five fund budgets for the Township. We will discuss some changes in the layout of the budgets as well as changes within each department's budget. I look forward to reviewing this information with you as we head toward the completion of the 2024 budgets for the Township.

If you should have any questions about the budget information, please don't hesitate to reach out to me.

Best regards,


Rod Weersing
Township Manager



CHARTER TOWNSHIP OF GAINES

MEETING LOCATION: 8555 Kalamazoo Ave., SE, Caledonia, MI 49316

Township Board of Trustees Meeting

PRELIMINARY AGENDA

MONDAY – September 25, 2023

Time: 5:30PM-Lower Level

- 1. Opening Prayer ~ T Haagsma**
- 2. Pledge of Allegiance ~ R DeWard**
- 3. Call to Order and Attendance ~ R DeWard**
L Lemke absent with notice
- 4. Declaration of Conflict of Interest**
- 5. Approval of Agenda**
- 6. Communications ~ Informational items ~ letters, reports, updates, etc.**
- 7. Scheduled Speakers ~ None**
- 8. Public Comments –** *Public may speak regarding anything on the agenda which is NOT scheduled for a public hearing (comments limited to 3 minutes per speaker)*
- 9. Public Hearings ~ None**
- 10. New Business**
 - a. Discussion ~ Proposed 2024 Township Budget**
 - i. 101-General Fund**
 - ii. 205-Public Safety**
 - iii. 549-Building Inspections**
 - iv. 590-Sewer**
 - v. 591-Water**
- 11. Public Comments ~** *On any topic (comments limited to 3 minutes per speaker)*
- 12. Manager's Comments**
- 13. Supervisors Comments**
- 14. Trustee Comments**

NEXT SCHEDULED BOARD OF TRUSTEES MEETING: October 9, 2023 and October 23, 2023

ANY INTERESTED PERSONS ARE INVITED TO ATTEND AND PARTICIPATE IN ALL TOWNSHIP BOARD OF TRUSTEE MEETINGS. PERSONS WITH DISABILITIES NEEDING ANY SPECIAL ACCOMMODATIONS SHOULD CONTACT THE TOWNSHIP OFFICES ONE WEEK PRIOR TO THE MEETING TO REQUEST MOBILITY, VISUAL OR ANY OTHER ASSISTANCE.

Preliminary Agenda – Subject to Change

The contents of supporting documents (such as text, graphics, images, information, and references) are created and supplied by the author.

101 GENERAL FUND

Estimated Revenues	1
Appropriations:	
Township Board	2
Supervisor	3
Manager	4
Clerk	6
Board of Review	7
Treasurer	8
Assessor	10
General Administration	12
Elections	13
Township Hall & Grounds	14
Building	16
Water & Sewer	16
Drains	16
Highways Streets & Trails	16
Streetlighting	16
Cemetery	17
Public Transportation	18
Planning & Zoning	19
Parks & Recreation	21
Library	21
Totals	22

GENERAL FUND

GL NUMBER	DESCRIPTION	2023	Footnote Total	2023	2024	% of Change
		APPROVED BUDGET		ACTIVITY THRU 12/31/23	RECOMMENDED BUDGET	
ESTIMATED REVENUES						
Dept 000.000						
101-000.000-404.000	GENERAL PROPERTY TAXES	850,000.00		866,250.00	1,003,000.00	18.00%
101-000.000-411.000	DELINQUENT REAL TAXES	9,000.00		9,252.00	9,500.00	5.56%
101-000.000-412.000	DELINQUENT PERSONAL TAXES	250.00		1,154.00	250.00	0.00%
101-000.000-432.001	PAYMENT IN LIEU OF TAXES	17,500.00		17,485.00	19,000.00	8.57%
101-000.000-434.000	MOBILE HOME TAX	9,400.00		5,429.00	9,400.00	0.00%
101-000.000-437.000	IND/COMM FACILITIES TAXES	40,000.00		39,021.00	40,000.00	0.00%
101-000.000-445.000	INTEREST/PENALTIES ON TAXES	13,000.00		11,857.00	13,000.00	0.00%
101-000.000-447.000	ADMINISTRATION FEE	365,000.00		171,184.00	402,000.00	10.14%
101-000.000-451.000	STREET LIGHTING SPEC ASSESSMENT	200,000.00		230,703.00	253,500.00	26.75%
101-000.000-476.000	WASTE MANAGEMENT FEES	500.00			500.00	0.00%
101-000.000-477.000	CABLEVISION FEES	339,210.00		150,329.00	339,000.00	-0.06%
101-000.000-478.000	LIQUOR LICENSE FEES	2,700.00		2,400.00	2,400.00	-11.11%
101-000.000-573.000	LOCAL COMMUNITY STABILIZATION	26,000.00		6,989.00	26,000.00	0.00%
101-000.000-574.000	REVENUE SHARING	3,067,043.00		995,537.00	3,265,945.00	6.49%
101-000.000-615.000	SUMMER TAX COLLECTION FEES	33,000.00			34,000.00	3.03%
101-000.000-626.000	PLANNING AND ZONING FEES	15,000.00		14,535.00	17,000.00	13.33%
101-000.000-634.000	CEMETERY OPEN/CLOSE FEES	27,000.00		16,450.00	27,000.00	0.00%
101-000.000-642.000	SALE OF EQUIPMENT				500.00	500.00%
101-000.000-642.002	SALE OF PRINTED MATERIALS			5.00		0.00%
101-000.000-642.003	SALE OF CEMETERY LOTS	30,000.00		16,000.00	30,000.00	0.00%
101-000.000-651.000	RIGHT OF WAY/EASEMENTS	3,900.00			4,000.00	2.56%
101-000.000-651.001	STATE TELECOMMUNICATION SHARE	3,000.00		20,648.00	3,000.00	0.00%
101-000.000-657.000	ORDINANCE FINES	250.00		1,221.00	1,000.00	300.00%
101-000.000-665.001	INTEREST ON INVESTMENTS	12,000.00		114,783.00	100,000.00	733.33%
101-000.000-665.002	INTEREST ON INVESTMENTS/TAXES			524.00	500.00	500.00%
101-000.000-667.000	LIBRARY ROOM RENTAL			300.00	250.00	250.00%
101-000.000-667.001	BUILDING DEPT RENT	11,000.00		5,338.00	11,000.00	0.00%
101-000.000-667.002	WATER/SEWER DEPT RENT	7,500.00		3,781.00	7,563.00	0.84%
101-000.000-667.003	RENTAL OF COMMUNITY ROOM	1,000.00		3,653.00	2,500.00	150.00%
101-000.000-667.004	LIBRARY RENT	16,000.00		13,890.00	16,500.00	3.13%
101-000.000-671.000	SHERIFF'S LEASE	29,450.00		14,581.00	32,000.00	8.66%
101-000.000-671.001	AIR TOUCH LEASE PAYMENTS	3,000.00			3,300.00	10.00%
101-000.000-674.000	CONTRIBUTIONS AND DONATIONS	500.00				-100.00%
101-000.000-676.000	REIMBURSEMENTS	1,000.00			1,000.00	0.00%
101-000.000-678.000	MISC REVENUE	5,000.00		427.00	500.00	-90.00%
101-000.000-687.001	WATER/SEWER FUND REIMBURSEMENT	48,000.00			48,000.00	0.00%
101-000.000-699.000	TRANSFER IN	97,488.00			95,455.00	-2.09%
Totals for dept 000.000 -		5,283,691.00		2,733,726.00	5,818,563.00	10.12%
TOTAL ESTIMATED REVENUES		5,283,691.00		2,733,726.00	5,818,563.00	10.12%

		2023	2023	2024		
GL NUMBER	DESCRIPTION	APPROVED BUDGET	Footnote Total	ACTIVITY THRU 12/31/23	RECOMMENDED BUDGET	% of Change
APPROPRIATIONS						
Dept 101.000 - TOWNSHIP BOARD						
101-101.000-702.001	SALARIES & WAGES	14,533.00		6,122.00	15,000.00	3.21%
	FOOTNOTE AMOUNTS: (2024 To ?) ANTICIPATING ADDITIONAL MEETINGS					
101-101.000-715.000	SOCIAL SECURITY/MEDICARE	1,017.00		468.00	1,136.00	11.70%
	FOOTNOTE AMOUNTS: (2024 To ?) 7.57%					
101-101.000-716.000	PENSION CONTRIBUTION	1,450.00		598.00	1,500.00	3.45%
	FOOTNOTE AMOUNTS: (2024 To ?) 10% OF WGE					
101-101.000-727.000	SUPPLIES			74.00	100.00	
101-101.000-802.000	LEGAL SERVICES	2,500.00		7,287.00	5,000.00	100.00%
101-101.000-812.000	LUNCHES/DINNERS/MEETINGS	1,500.00		430.00	1,500.00	0.00%
101-101.000-817.000	MILEAGE REIMBURSEMENT	400.00			400.00	0.00%
101-101.000-831.000	SEMINARS/CONTINUING EDUCATION	1,500.00			1,500.00	0.00%
Totals for dept 101.000 - TOWNSHIP BOARD		22,900.00		14,979.00	26,136.00	14.13%

		2023		2023	2024		
GL NUMBER	DESCRIPTION	APPROVED BUDGET	Footnote Total	ACTIVITY THRU 12/31/23	RECOMMENDED BUDGET	% of Change	
Dept 171.000 - SUPERVISOR							
101-171.000-702.001	SALARIES & WAGES	49,231.00		75,787.00	87,500.00	77.73%	
	FOOTNOTE AMOUNTS: (2024 To ?) SUPERVISOR		52,466.00				
	FOOTNOTE AMOUNTS: (2024 To ?) FLOATER		34,367.00				INCREASE IS DUE TO REALLOCATION OF WAGES - NEED FOR NEW COMPUTER
101-171.000-702.011	GL # FOOTNOTE TOTAL: PAYMENT IN LIEU OF HEALTH INS	7,800.00		5,749.00	86,833.00 8,555.00	9.68%	
	FOOTNOTE AMOUNTS: (2024 To ?) SUPERVISOR & EXECUTIVE ASSISTANT IN LIEU OF INSURANCE		8,555.00				
101-171.000-715.000	SOCIAL SECURITY/MEDICARE	4,109.00		6,238.00	6,700.00	63.06%	
101-171.000-716.000	PENSION CONTRIBUTION	4,923.00		7,246.00	8,750.00	77.74%	
101-171.000-717.000	HEALTH & LIFE INSURANCE	7,969.00		2,113.00	9,360.00	17.46%	
	FOOTNOTE AMOUNTS: (2024 To ?) BASED ON PROJECTED INCREASE		9,360.00				
101-171.000-727.000	SUPPLIES	450.00		169.00	450.00	0.00%	
101-171.000-802.000	LEGAL SERVICES			71.00	500.00	500.00%	
	FOOTNOTE AMOUNTS: (2024 To ?) BASED ON SUPERVISORS USE OF LAWYER		500.00				
101-171.000-812.000	LUNCHES/DINNERS/MEETINGS	300.00		46.00	300.00	0.00%	
101-171.000-817.000	MILEAGE REIMBURSEMENT	900.00		370.00	900.00	0.00%	
101-171.000-831.000	SEMINARS/CONTINUING EDUCATION	500.00		275.00	500.00	0.00%	
101-171.000-832.000	DUES AND MEMBERSHIPS	125.00		115.00	125.00	0.00%	
	FOOTNOTE AMOUNTS: (2024 To ?) SUPERVISORS GROUP		125.00				
101-171.000-853.000	TELECOMMUNICATIONS	600.00		377.00	600.00	0.00%	
101-171.000-963.001	MISCELLANEOUS	100.00			100.00	0.00%	
101-171.000-965.000	POSTAGE	125.00		95.00	125.00	0.00%	
101-171.000-979.000	NEW FURNITURE & EQUIPMENT	1,000.00		253.00	3,000.00	200.00%	
	FOOTNOTE AMOUNTS: (2024 To ?) NEW OFFICE COMPUTER & MONITORS		3,000.00				
Totals for dept 171.000 - SUPERVISOR		78,132.00		98,904.00	127,465.00	63.14%	

		2023		2023	2024	
GL NUMBER	DESCRIPTION	APPROVED BUDGET	Footnote Total	ACTIVITY THRU 12/31/23	RECOMMENDED BUDGET	% of Change
Dept 172.000 - MANAGER						
101-172.000-702.001	SALARIES & WAGES	107,816.00		84,963.00	167,500.00	55.36%
	FOOTNOTE AMOUNTS:		104,000.00			
	(2024 To ?) MANAGER PER CONTRACT					
	FOOTNOTE AMOUNTS:		60,622.00			
	(2024 To ?) EXEC ASST					
	GL # FOOTNOTE TOTAL:		164,622.00			
101-172.000-702.002	SALARY - DEPUTY/ASSISTANT				-	
101-172.000-702.011	PAYMENT IN LIEU OF HEALTH INSU	2,600.00			7,400.00	184.62%
	FOOTNOTE AMOUNTS:		2,600.00			
	(2024 To ?) 1/2 EXEC. ASST					
	FOOTNOTE AMOUNTS:		5,200.00			
	(2024 To ?) MANAGER					
	GL # FOOTNOTE TOTAL:		7,800.00			
101-172.000-715.000	SOCIAL SECURITY/MEDICARE	8,301.00		7,052.00	12,800.00	54.20%
	FOOTNOTE AMOUNTS:		13,000.00			
	(2024) TOTAL FOR ALL POSITIONS					
101-172.000-716.000	PENSION CONTRIBUTION	10,782.00		8,222.00	16,750.00	55.35%
	FOOTNOTE AMOUNTS:		17,000.00			
	(2024) TOTAL FOR ALL POSITIONS UNDER THIS DEPARTMENT					
101-172.000-717.000	HEALTH & LIFE INSURANCE	14,989.00		3,339.00	5,600.00	-62.64%
	FOOTNOTE AMOUNTS:		5,600.00			
	(2024 To ?) BASED ON CURRENT EXPENSE + 10%					
101-172.000-727.000	SUPPLIES	1,200.00		84.00	1,200.00	0.00%
101-172.000-802.000	LEGAL SERVICES	1,000.00		1,088.00	1,000.00	0.00%
101-172.000-809.000	PROGRAMMING/SOFTWARE/NETWORK		4,500.00			
	FOOTNOTE AMOUNTS:		4,500.00			
	(2024 To ?) MGR AND ADMIN BSA MODULES					
101-172.000-812.000	LUNCHES/DINNERS/MEETINGS	500.00			500.00	0.00%
101-172.000-817.000	MILEAGE REIMBURSEMENT	2,000.00		261.00	1,500.00	-25.00%
101-172.000-831.000	SEMINARS/CONTINUING EDUCATION	5,750.00		381.00	3,150.00	-45.22%
	FOOTNOTE AMOUNTS:		300.00			
	(2024) WINTER 2024 MME REGISTRATION					
	FOOTNOTE AMOUNTS:		300.00			
	(2024) SUMMER 2024 MME REGISTRATION					
	FOOTNOTE AMOUNTS:		900.00			
	(2024) WINTER 2024 MME HOTEL (3 NIGHT EST \$300/NIGHT)					
	FOOTNOTE AMOUNTS:		900.00			
	(2024) SUMMER 2024 MME HOTEL (3 NIGHT EST \$300/NIGHT)					
	FOOTNOTE AMOUNTS:		500.00			
	(2024) 1 TIME WEBINARS/SEMINARS					
	FOOTNOTE AMOUNTS:		250.00			
	(2024) 1/2 OF WEBINARS/SEMINARS EX ASST					
	GL # FOOTNOTE TOTAL:		3,150.00			
101-172.000-832.000	DUES AND MEMBERSHIPS	1,925.00		540.00	775.00	-59.74%
	FOOTNOTE AMOUNTS:		500.00			

MINIMAL INCREASE -
OVERALL INCREASE
DUE TO RE-
ALLOCATION OF
WAGES

		2023		2023	2024	
GL NUMBER	DESCRIPTION	APPROVED BUDGET	Footnote Total	ACTIVITY THRU 12/31/23	RECOMMENDED BUDGET	% of Change
	(2024 To ?) MME 2024 MEMBERSHIP FOOTNOTE AMOUNTS:		150.00			
	(2024 To ?) WMME 2024 MEMBERSHIP FOOTNOTE AMOUNTS:		125.00			
	(2024 To ?) KENT CO. SUP/MGR GROUP GL # FOOTNOTE TOTAL:		775.00			
101-172.000-853.000	TELECOMMUNICATIONS	500.00		163.00	500.00	0.00%
	FOOTNOTE AMOUNTS:		500.00			
	(2024 To ?) ACTUAL COST + EXTRA FOR ACCESSORIES/ETC.					
101-172.000-900.000	PRINTING			49.00	100.00	100.00%
101-172.000-963.001	MISCELLANEOUS	250.00		180.00	250.00	0.00%
101-172.000-965.000	POSTAGE	100.00			100.00	0.00%
101-172.000-979.000	NEW FURNITURE & EQUIPMENT	2,800.00		1,584.00	3,000.00	7.14%
	FOOTNOTE AMOUNTS:		500.00			
	(2024 To ?) NEW OFFICE CHAIR - MGR FOOTNOTE AMOUNTS:		2,500.00			
	(2024 To ?) NEW COMPUTER GL # FOOTNOTE TOTAL:		3,000.00			
Totals for dept 172.000 - MANAGER		160,513.00		115,136.00	226,625.00	41.19%

		2023		2023	2024	% of
		APPROVED		ACTIVITY	RECOMMENDED	Change
GL NUMBER	DESCRIPTION	BUDGET	Footnote Total	THRU 12/31/23	BUDGET	
Dept 215.000 - CLERK						
101-215.000-702.001	SALARIES & WAGES	104,305.00		95,721.00	196,000.00	87.91%
	FOOTNOTE AMOUNTS:		84,710.00			
	(2024 To ?) CLERK					
	FOOTNOTE AMOUNTS:		58,600.00			
	(2024 To ?) DEPUTY CLERK					
	FOOTNOTE AMOUNTS:		8,900.00			
	(2024 To ?) ACCOUNTANT					
	FOOTNOTE AMOUNTS:		40,000.00			
	(2024 To ?) CLERK ASSISTANT					
	GL # FOOTNOTE TOTAL:		192,210.00			
101-215.000-702.002	SALARY - DEPUTY/ASSISTANT			7,265.00		
101-215.000-702.004	CLERICAL SUPPORT			5,335.00		
101-215.000-715.000	SOCIAL SECURITY/MEDICARE	8,000.00		8,093.00	15,000.00	87.50%
101-215.000-716.000	PENSION CONTRIBUTION	10,452.00		9,732.00	19,600.00	87.52%
101-215.000-717.000	HEALTH & LIFE INSURANCE	25,659.00		22,282.00	32,000.00	24.71%
101-215.000-727.000	SUPPLIES	2,900.00		894.00	2,900.00	0.00%
101-215.000-801.001	FILING FEES/LEGAL				1,000.00	
101-215.000-808.000	CONTRACTED SERVICES	3,000.00		299.00	3,000.00	0.00%
101-215.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	4,000.00		4,263.00	6,000.00	50.00%
101-215.000-812.000	LUNCHES/DINNERS/MEETINGS	350.00		274.00	400.00	14.29%
101-215.000-817.000	MILEAGE REIMBURSEMENT	1,200.00		1,688.00	2,200.00	83.33%
101-215.000-831.000	SEMINARS/CONTINUING EDUCATION	13,000.00		6,600.00	12,650.00	-2.69%
	FOOTNOTE AMOUNTS:		3,300.00			
	(2024 To ?) MAMC SUMMER CONFERENCE					
	FOOTNOTE AMOUNTS:		1,650.00			
	(2024 To ?) MAMC INSTITUTE					
	FOOTNOTE AMOUNTS:		2,200.00			
	(2024 To ?) MAMC MASTERS ACADEMY					
	FOOTNOTE AMOUNTS:		5,500.00			
	(2024 To ?) IIMC CONFERENCE					
	GL # FOOTNOTE TOTAL:		12,650.00			
101-215.000-832.000	DUES AND MEMBERSHIPS	785.00		725.00	855.00	8.92%
	FOOTNOTE AMOUNTS:		250.00			
	(2024 To ?) IIMC					
	FOOTNOTE AMOUNTS:		130.00			
	(2024 To ?) MAMC					
	FOOTNOTE AMOUNTS:		225.00			
	(2024 To ?) KCCA					
	FOOTNOTE AMOUNTS:		250.00			
	(2024 To ?) OTHER					
	GL # FOOTNOTE TOTAL:		855.00			
101-215.000-853.000	TELECOMMUNICATIONS	1,200.00		458.00	1,200.00	0.00%
101-215.000-900.000	PRINTING	500.00		(95.00)	500.00	0.00%
101-215.000-901.000	PUBLISHING	1,000.00		163.00	1,000.00	0.00%
101-215.000-963.001	MISCELLANEOUS	300.00		(4.00)	300.00	0.00%
101-215.000-965.000	POSTAGE	5,000.00		1,843.00	5,000.00	0.00%
101-215.000-979.000	NEW FURNITURE & EQUIPMENT	5,005.00		3,744.00	7,000.00	39.86%
	FOOTNOTE AMOUNTS:		2,000.00			
	(2024 To ?) CLERK COMPUTER					
Totals for dept 215.000 - CLERK		186,656.00		169,280.00	306,605.00	64.26%

INCREASES DUE TO
RE-ALLOCATION OF
WAGES AND 2024
ELECTION
CALENDAR

		2023		2023	2024	
		APPROVED		ACTIVITY	RECOMMENDED	% of
GL NUMBER	DESCRIPTION	BUDGET	Footnote Total	THRU 12/31/23	BUDGET	Change
Dept 247.000 - BOARD OF REVIEW						
101-247.000-702.001	SALARIES & WAGES	3,300.00		844.00	3,000.00	-9.09%
101-247.000-715.000	SOCIAL SECURITY/MEDICARE	231.00		65.00	227.00	-1.73%
101-247.000-812.000	LUNCHES/DINNERS/MEETINGS	300.00		298.00	300.00	0.00%
101-247.000-831.000	SEMINARS/CONTINUING EDUCATION	350.00			350.00	0.00%
101-247.000-901.000	PUBLISHING	240.00			240.00	0.00%
Totals for dept 247.000 - BOARD OF REVIEW		4,421.00		1,207.00	4,117.00	-6.88%

		2023		2023	2024	% of		
GL NUMBER	DESCRIPTION	APPROVED BUDGET	Footnote Total	ACTIVITY THRU 12/31/23	RECOMMENDED BUDGET	Change		
Dept 253.000 - TREASURER								
101-253.000-702.001	SALARIES & WAGES	121,813.00		84,936.00	122,500.00	0.56%		
	FOOTNOTE AMOUNTS:		80,251.00					
	(2024 To ?) TREASURER							
	FOOTNOTE AMOUNTS:		40,518.00					
	(2024 To ?) DEPUTY TREASURER							
	GL # FOOTNOTE TOTAL:		120,769.00					
101-253.000-702.011	PAYMENT IN LIEU OF HEALTH INS	2,600.00				-100.00%	MINIMAL INCREASES, NEW COMPUTER EQUIPMENT NEEDED	
101-253.000-715.000	SOCIAL SECURITY/MEDICARE	9,319.00		6,330.00	9,375.00	0.60%		
101-253.000-716.000	PENSION CONTRIBUTION	12,181.00		8,295.00	12,250.00	0.57%		
101-253.000-717.000	HEALTH & LIFE INSURANCE	28,506.00		16,192.00	28,500.00	-0.02%		
101-253.000-727.000	SUPPLIES	500.00		267.00	500.00	0.00%		
101-253.000-801.001	FILING FEES/LEGAL	100.00			100.00	0.00%		
101-253.000-802.000	LEGAL SERVICES	250.00		84.00	250.00	0.00%		
101-253.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	4,378.00		3,329.00	6,100.00	39.33%		
	FOOTNOTE AMOUNTS:		1,000.00					
	(2024 To ?) BSA CR							
	FOOTNOTE AMOUNTS:		1,900.00					
	(2024 To ?) TAX							
	FOOTNOTE AMOUNTS:		1,700.00					
	(2024 To ?) BSA SUPPORT							
	FOOTNOTE AMOUNTS:		1,500.00					
	(2024 To ?) CLOUD BASED BSA + \$1500							
	GL # FOOTNOTE TOTAL:		6,100.00					
101-253.000-812.000	LUNCHES/DINNERS/MEETINGS	300.00		223.00	400.00	33.33%		
	FOOTNOTE AMOUNTS:		400.00					
	(2024 To ?) INFLATION							
101-253.000-817.000	MILEAGE REIMBURSEMENT	1,300.00		900.00	1,400.00	7.69%		
	FOOTNOTE AMOUNTS:		1,400.00					
	(2024 To ?) INFLATION							
101-253.000-831.000	SEMINARS/CONTINUING EDUCATION	2,500.00		2,073.00	2,500.00	0.00%		
	FOOTNOTE AMOUNTS:		800.00					
	(2024 To ?) INSTITUTE - JENNA							
	FOOTNOTE AMOUNTS:		600.00					
	(2024 To ?) FALL CONFERENCE							
	FOOTNOTE AMOUNTS:		150.00					
	(2024 To ?) WINTER WORKSHOP							
	FOOTNOTE AMOUNTS:		150.00					
	(2024 To ?) WOMEN IN FINANCE							
	GL # FOOTNOTE TOTAL:		1,700.00					
101-253.000-832.000	DUES AND MEMBERSHIPS	525.00		447.00	525.00	0.00%		
	FOOTNOTE AMOUNTS:		50.00					
	(2024 To ?) KENT COUNTY TREASURER ASSOC							
	FOOTNOTE AMOUNTS:		150.00					
	(2024 To ?) MI MUNI TREASURER ASSOC							
	FOOTNOTE AMOUNTS:		200.00					
	(2024 To ?) APT-US&C							
	FOOTNOTE AMOUNTS:		125.00					
	(2024 To ?) ASSOC OF NOTARIES							
	GL # FOOTNOTE TOTAL:		525.00					

		2023		2023	2024	% of
GL NUMBER	DESCRIPTION	APPROVED BUDGET	Footnote Total	ACTIVITY THRU 12/31/23	RECOMMENDED BUDGET	Change
101-253.000-853.000	TELECOMMUNICATIONS	680.00		127.00	600.00	-11.76%
	FOOTNOTE AMOUNTS: (2024 To ?) EQUIPMENT		400.00			
101-253.000-900.000	PRINTING	4,000.00		1,528.00	4,500.00	12.50%
	FOOTNOTE AMOUNTS: (2024 To ?) SUMMER PRINT SUPPLIES		2,250.00			
	FOOTNOTE AMOUNTS: (2024 To ?) WINTER PRINT SUPLLIES		2,250.00			
	GL # FOOTNOTE TOTAL:		4,500.00			
101-253.000-903.000	PROPERTY TAX NOTIFICATIONS	700.00		532.00	1,100.00	57.14%
	FOOTNOTE AMOUNTS: (2024 To ?) SUMMER KCI		550.00			
	FOOTNOTE AMOUNTS: (2024 To ?) WINTER KCI		550.00			
	GL # FOOTNOTE TOTAL:		1,100.00			
101-253.000-963.001	MISCELLANEOUS	200.00		3.00	200.00	0.00%
101-253.000-965.000	POSTAGE	8,700.00		5,309.00	8,700.00	0.00%
101-253.000-979.000	NEW FURNITURE & EQUIPMENT	4,000.00		237.00	4,500.00	12.50%
	FOOTNOTE AMOUNTS: (2024 To ?) LAP TOP - TREASURER		2,000.00			
	FOOTNOTE AMOUNTS: (2024 To ?) LAP TOP - DEPUTY		2,000.00			
	GL # FOOTNOTE TOTAL:		4,000.00			
Totals for dept 253.000 - TREASURER		202,552.00		130,812.00	204,000.00	0.71%

		2023		2023	2024	% of
		APPROVED		ACTIVITY	RECOMMENDED	
GL NUMBER	DESCRIPTION	BUDGET	Footnote Total	THRU 12/31/23	BUDGET	Change
Dept 257.000 - ASSESSOR						
101-257.000-702.001	SALARIES & WAGES	202,396.00		59,479.00	182,500.00	-9.83%
	FOOTNOTE AMOUNTS:		83,600.00			
	(2024 To ?) ASSESSOR					
	FOOTNOTE AMOUNTS:		58,240.00			MINIMAL INCREASES
	(2024 To ?) ASST ASSESSOR					
	FOOTNOTE AMOUNTS:		38,619.00			
	(2024 To ?) ASSESSING TECH					
	GL # FOOTNOTE TOTAL:		180,459.00			
101-257.000-702.002	SALARY - DEPUTY/ASSISTANT			41,606.00		
101-257.000-702.010	SALARY - CLERICAL			24,957.00		
101-257.000-715.000	SOCIAL SECURITY/MEDICARE	15,483.00		9,267.00	14,000.00	-9.58%
101-257.000-716.000	PENSION CONTRIBUTION	20,240.00		12,604.00	18,250.00	-9.83%
101-257.000-717.000	HEALTH & LIFE INSURANCE	53,786.00		40,577.00	60,000.00	11.55%
	FOOTNOTE AMOUNTS:		60,000.00			
	(2024 To ?) BASED ON CURRENTEXPENDITURES + 10%					
101-257.000-727.000	SUPPLIES	500.00		139.00	500.00	0.00%
101-257.000-801.001	FILING FEES/LEGAL	100.00			100.00	0.00%
101-257.000-802.000	LEGAL SERVICES	23,000.00		2,640.00	20,000.00	-13.04%
101-257.000-808.000	CONTRACTED SERVICES	2,000.00			2,000.00	0.00%
101-257.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	7,000.00		7,397.00	9,000.00	28.57%
	FOOTNOTE AMOUNTS:		3,000.00			
	(2024) PIVOT POINT					
	FOOTNOTE AMOUNTS:		900.00			
	(2024) APEX					
	FOOTNOTE AMOUNTS:		1,500.00			
	(2024 To ?) CLOUD BASED BSA + \$1,500					
	GL # FOOTNOTE TOTAL:		5,400.00			
101-257.000-812.000	LUNCHES/DINNERS/MEETINGS	500.00		78.00	500.00	0.00%
101-257.000-817.000	MILEAGE REIMBURSEMENT	1,500.00		454.00	1,500.00	0.00%
101-257.000-831.000	SEMINARS/CONTINUING EDUCATION	6,000.00		3,238.00	7,000.00	16.67%
	FOOTNOTE AMOUNTS:		2,500.00			
	(2024) IAAO CONF ASSESSOR					
	FOOTNOTE AMOUNTS:		2,500.00			
	(2024) MAA CONF FOR ALL REG/HOTEL					
	FOOTNOTE AMOUNTS:		1,500.00			
	(2024) FALL SCHOOL FOR ALL REG/HOTEL					
	FOOTNOTE AMOUNTS:		500.00			
	(2024) MISC LOCAL EDUCATION & MEETINGS					
	GL # FOOTNOTE TOTAL:		7,000.00			
101-257.000-832.000	DUES AND MEMBERSHIPS	4,820.00		540.00	860.00	-82.16%
	FOOTNOTE AMOUNTS:		300.00			
	(2024) MAA \$100/EACH					
	FOOTNOTE AMOUNTS:		260.00			
	(2024) IAAO ASSESSOR					
	FOOTNOTE AMOUNTS:		300.00			
	(2024) KCAAO \$100/EACH					
	GL # FOOTNOTE TOTAL:		860.00			
101-257.000-853.000	TELECOMMUNICATIONS	660.00		359.00	660.00	0.00%
101-257.000-901.000	PUBLISHING	300.00		588.00	300.00	0.00%
101-257.000-903.000	PROPERTY TAX NOTIFICATIONS	1,600.00		1,271.00	1,600.00	0.00%

GL NUMBER	DESCRIPTION	2023	Footnote Total	2023	2024	% of
		APPROVED BUDGET		ACTIVITY THRU 12/31/23	RECOMMENDED BUDGET	
						Change
101-257.000-963.001	MISCELLANEOUS	300.00		202.00	300.00	0.00%
101-257.000-965.000	POSTAGE	4,500.00		4,832.00	5,000.00	11.11%
101-257.000-979.000	NEW FURNITURE & EQUIPMENT	2,400.00		153.00	2,700.00	12.50%
	FOOTNOTE AMOUNTS:		1,700.00			
	(2024) JIM COMPUTER REPLACEMENT					
	FOOTNOTE AMOUNTS:		500.00			
	(2024) KAREN DESKTOP SCANNER					
	FOOTNOTE AMOUNTS:		500.00			
	(2024) CHAIR FOR KAREN					
	GL # FOOTNOTE TOTAL:		2,700.00			
Totals for dept 257.000 - ASSESSOR		347,085.00		210,381.00	326,770.00	-5.85%

		2023		2023	2024	% of		
		APPROVED		ACTIVITY	RECOMMENDED	Change		
GL NUMBER	DESCRIPTION	BUDGET	Footnote Total	THRU 12/31/23	BUDGET			
Dept 261.000 - GENERAL ADMINISTRATION								
101-261.000-717.000	HEALTH & LIFE INSURANCE	17,000.00		15,030.00	19,000.00	11.76%		
101-261.000-719.000	WORKERS' COMPENSATION INSURANCE	9,147.00		43,112.00	18,000.00	96.79%		
101-261.000-727.000	SUPPLIES	8,000.00		3,554.00	8,500.00	6.25%		
101-261.000-801.000	ACCOUNTING SERVICES/AUDIT	12,000.00		15,582.00	15,000.00	25.00%		
101-261.000-801.001	FILING FEES/LEGAL	200.00			200.00	0.00%	INCREASES BASED ON ACTUAL EXPENDITURES + INCLUDED \$150k FOR CLOUD VERSION OF BSA	
101-261.000-802.000	LEGAL SERVICES	15,000.00		3,139.00	25,000.00	66.67%		
	FOOTNOTE AMOUNTS: (2024 To ?) ADDITIONAL 10K - SPLIT FROM BYRON CF		25,000.00					
101-261.000-803.000	ENGINEERING	5,000.00		1,501.00	8,000.00	60.00%		
	FOOTNOTE AMOUNTS: (2024 To ?) INCREASE - EINGINEERING FOR CDBG PROJECT		8,000.00					
101-261.000-805.000	EQUIPMENT RENTAL/SERVICE	500.00			500.00	0.00%		
101-261.000-808.000	CONTRACTED SERVICES	17,400.00		16,072.00	20,000.00	14.94%		
101-261.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	54,500.00		39,185.00	210,000.00	285.32%		
	FOOTNOTE AMOUNTS: (2024 To ?) EXISTING CONTRACTS + BSA TO THE CLOUD (150K)		210,000.00					
101-261.000-831.000	SEMINARS/CONTINUING EDUCATION	1,000.00			1,000.00	0.00%		
101-261.000-832.000	DUES AND MEMBERSHIPS	59,450.00		65,920.00	65,000.00	9.34%		
	FOOTNOTE AMOUNTS: (2024 To ?) SLIGHT INCREASES IN MEMBRSHIPS - CALCULATE REMIMBRSEMENTS FROM W&S AND BLDG INTO PROJECTION		65,000.00					
101-261.000-853.000	TELECOMMUNICATIONS	2,500.00		8,818.00	3,000.00	20.00%		
101-261.000-901.000	PUBLISHING	9,000.00		2,057.00	6,000.00	-33.33%		
	FOOTNOTE AMOUNTS: (2024 To ?) REDUCED TO REFLECT ACTUAL COSTS		6,000.00					
101-261.000-902.000	TOWNSHIP NEWSLETTER			1,361.00	3,000.00	3000.00%		
	FOOTNOTE AMOUNTS:		3,000.00					
	(2024 To ?) PROPOSING TWO NEWLETTERS IN 2024~PRINTING AND PART OF POSTAGE							
101-261.000-958.000	INSURANCE & BONDS	8,000.00		(859.00)	4,000.00	-50.00%		
	FOOTNOTE AMOUNTS: (2024 To ?) PORTION OF EXPENSES MOVED TO TOWNSHIP HALL AND GROUNDS		4,000.00					
101-261.000-961.001	MAPPING & AERIAL PHOTO	4,000.00		3,041.00	4,000.00	0.00%		
101-261.000-963.001	MISCELLANEOUS	1,000.00		135.00	1,000.00	0.00%		
101-261.000-964.000	TAX/PERMIT FEES REFUND	5,000.00		751.00	5,000.00	0.00%		
101-261.000-965.000	POSTAGE	6,000.00		(723.00)	8,500.00	41.67%		
	FOOTNOTE AMOUNTS: (2024 To ?) INCREASED BASED ON ACTUAL EXPENDITURES		8,500.00					
101-261.000-969.002	ADMINISTRATION FEES	200.00			200.00	0.00%		
101-261.000-975.000	PEG FUND COMMITMENT	52,500.00		12,000.00	52,500.00	0.00%		
Totals for dept 261.000 - GENERAL ADMINISTRATION		287,397.00		229,676.00	477,400.00	66.11%		

		2023		2023	2024	% of		
		APPROVED		ACTIVITY	RECOMMENDED	Change		
GL NUMBER	DESCRIPTION	BUDGET	Footnote Total	THRU 12/31/23	BUDGET			
Dept 262.000 - ELECTIONS								
101-262.000-702.001	SALARIES & WAGES	35,290.00		4,840.00		-100.00%		
101-262.000-715.000	SOCIAL SECURITY/MEDICARE	2,710.00		370.00		-100.00%		
101-262.000-716.000	PENSION CONTRIBUTION	3,529.00				-100.00%		
101-262.000-717.000	HEALTH & LIFE INSURANCE	5,643.00				-100.00%		
101-262.000-727.000	SUPPLIES	2,063.00		2,191.00	4,800.00	132.67%		
101-262.000-802.000	LEGAL SERVICES			207.00	1,000.00	1000.00%		
101-262.000-808.000	CONTRACTED SERVICES	31,100.00		13,752.00	100,000.00	221.54%	INCREASES DUE TO ENFORCEMENT OF NEW ELECTION LAWS AND THE NUMBER OF ELECTIONS IN 2024	
	FOOTNOTE AMOUNTS:		18,500.00					
	(2024 To ?) WORKERS - EARLY VOTING							
	FOOTNOTE AMOUNTS:		57,000.00					
	(2024 To ?) WORKERS - PRECINCT							
	FOOTNOTE AMOUNTS:		1,000.00					
	(2024 To ?) RECEIVING BOARD							
	FOOTNOTE AMOUNTS:		8,800.00					
	(2024 To ?) COUNTING BOARD							
	FOOTNOTE AMOUNTS:		5,100.00					
	(2024 To ?) SERVICE CONTRACT							
	GL # FOOTNOTE TOTAL:		90,400.00					
101-262.000-809.000	PROGRAMMING/SOFTWARE/NETWORK				41,600.00	41600.00%		
	FOOTNOTE AMOUNTS:		32,000.00					
	(2024 To ?) KENT COUNTY CLERK							
101-262.000-812.000	LUNCHES/DINNERS/MEETINGS			484.00	9,000.00	#DIV/0!		
101-262.000-817.000	MILEAGE REIMBURSEMENT	500.00		390.00	2,000.00	300.00%		
101-262.000-900.000	PRINTING	4,500.00		7,089.00	100,000.00	2122.22%		
101-262.000-901.000	PUBLISHING	150.00		71.00		-100.00%		
101-262.000-963.001	MISCELLANEOUS	2,500.00		39.00	2,500.00	0.00%		
101-262.000-965.000	POSTAGE	15,000.00		11,095.00	45,000.00	200.00%		
101-262.000-972.000	CAPITAL OUTLAY	25,000.00				-100.00%		
101-262.000-979.000	NEW FURNITURE & EQUIPMENT	3,850.00		4,581.00	10,000.00	159.74%		
Totals for dept 262.000 - ELECTIONS		131,835.00		45,109.00	315,900.00	139.62%		

		2023		2023	2024	% of Change
GL NUMBER	DESCRIPTION	APPROVED BUDGET	Footnote Total	ACTIVITY THRU 12/31/23	RECOMMENDED BUDGET	
Dept 265.000 - TOWNSHIP HALL AND GROUNDS						
101-265.000-702.001	SALARIES & WAGES	15,000.00		7,860.00	15,000.00	0.00%
101-265.000-715.000	SOCIAL SECURITY/MEDICARE	1,335.00		601.00	1,150.00	-13.86%
101-265.000-727.000	SUPPLIES			272.00	100.00	100.00%
101-265.000-775.000	BUILDING REPAIR & MAINTENANCE SUPPLIE	500.00		63.00	500.00	0.00%
101-265.000-805.000	EQUIPMENT RENTAL/SERVICE	1,700.00		452.00	1,700.00	0.00%
101-265.000-808.000	CONTRACTED SERVICES	14,500.00		10,652.00	15,510.00	6.97%
	FOOTNOTE AMOUNTS:		4,000.00			
	(2024 To ?) ELEVATOR					
	FOOTNOTE AMOUNTS:		1,200.00			
	(2024 To ?) GORDON WATER					
	FOOTNOTE AMOUNTS:		4,500.00			
	(2024 To ?) CONTROL LOGIC					
	FOOTNOTE AMOUNTS:		1,500.00			MINIMAL INCREASES BASED ON ACTUAL COSTS
	(2024 To ?) HUIZINGA					
	FOOTNOTE AMOUNTS:		600.00			
	(2024 To ?) TOTAL FIRE PROTECTION					
	FOOTNOTE AMOUNTS:		3,200.00			
	(2024 To ?) MISC					
	FOOTNOTE AMOUNTS:		510.00			
	(2024 To ?) IPM					
	GL # FOOTNOTE TOTAL:		15,510.00			
101-265.000-815.000	MOSQUITO/LEAF COLLECTION	20,000.00		209.00	\$ 23,000.00	15.00%
	FOOTNOTE AMOUNTS:		23,000.00			
	(2024 To ?) BASED ON PAST USAGE + 15% SURCHARGE INCREASE					
101-265.000-819.000	SNOW PLOWING/REMOVAL	15,000.00		15,470.00	18,000.00	20.00%
101-265.000-821.000	CLEANING BUILDING	20,000.00		16,169.00	20,000.00	0.00%
101-265.000-822.000	TRASH REMOVAL	1,000.00		989.00	1,600.00	60.00%
	FOOTNOTE AMOUNTS:		1,600.00			
	(2024 To ?) INCREASED SIZE OF DUMPSTER					
101-265.000-853.000	TELECOMMUNICATIONS	18,500.00		1,189.00	18,500.00	0.00%
	FOOTNOTE AMOUNTS:		10,600.00			
	(2024 To ?) STAR2STAR					
	FOOTNOTE AMOUNTS:		1,300.00			
	(2024 To ?) T-MOBILE					
	FOOTNOTE AMOUNTS:		3,250.00			
	(2024 To ?) CHARTER INTERNET					
	FOOTNOTE AMOUNTS:		3,350.00			
	(2024 To ?) 123.NET					
	GL # FOOTNOTE TOTAL:		18,500.00			
101-265.000-920.000	ELECTRIC	35,000.00		26,274.00	35,000.00	0.00%
	FOOTNOTE AMOUNTS:		35,000.00			
	(2024 To ?) AVG MONTHLY COST PLUS SLIGHT INCREASE PROJECTED					
101-265.000-923.000	NATURAL GAS	15,000.00		7,244.00	16,000.00	6.67%
	FOOTNOTE AMOUNTS:		16,000.00			
	(2024 To ?) AVG MONTHLY COST + SLIGHT INCREASE PROJECTED					
101-265.000-924.000	WATER AND SEWER	1,300.00		1,436.00	1,500.00	15.38%
101-265.000-932.000	EQUIPMENT MAINTENANCE	16,000.00		3,282.00	16,000.00	0.00%

MINIMAL
INCREASES
BASED ON
ACTUAL COSTS

		2023		2023	2024	% of
		APPROVED		ACTIVITY	RECOMMENDED	
GL NUMBER	DESCRIPTION	BUDGET	Footnote Total	THRU 12/31/23	BUDGET	Change
101-265.000-933.000	BUILDING MAINTENANCE	8,000.00		5,141.00	10,000.00	25.00%
101-265.000-935.000	GROUNDS MAINTENANCE	25,000.00		18,865.00	35,000.00	40.00%
101-265.000-940.000	FLEET VEHICLE RENT				500.00	500.00%
	FOOTNOTE AMOUNTS: (2024 To ?) USE OF TRUCK		500.00			
101-265.000-958.000	INSURANCE & BONDS	36,000.00		15,110.00	30,000.00	-16.67%
	FOOTNOTE AMOUNTS: (2024 To ?) BASED ON ACTUAL COSTS		30,000.00			
101-265.000-963.001	MISCELLANEOUS	2,500.00		2,355.00	5,000.00	100.00%
	FOOTNOTE AMOUNTS: (2024 To ?) INCLUDES FLAGS FOR GROUNDS ETC		5,000.00			
101-265.000-973.000	GROUNDS IMPROVEMENTS	5,000.00		(501.00)	5,000.00	0.00%
101-265.000-979.000	NEW FURNITURE & EQUIPMENT	2,500.00		8,739.00	2,500.00	0.00%
Totals for dept 265.000 - TOWNSHIP HALL AND GROUNDS		253,835.00		141,871.00	271,560.00	6.98%

		2023		2023	2024	
		APPROVED		ACTIVITY	RECOMMENDED	% of
GL NUMBER	DESCRIPTION	BUDGET	Footnote Total	THRU 12/31/23	BUDGET	Change
Dept 371.000 - BUILDING/MECHANICAL INSPECTION						
101-371.000-717.000	HEALTH & LIFE INSURANCE			239.00	-	0.00%
Totals for dept 371.000 - BUILDING/MECHANICAL INSPECTION				239.00		0.00%

		2023		2023	2024	
		APPROVED		ACTIVITY	RECOMMENDED	% of
GL NUMBER	DESCRIPTION	BUDGET	Footnote Total	THRU 12/31/23	BUDGET	Change
Dept 443.000 - WATER & SEWER						
101-443.000-717.000	HEALTH & LIFE INSURANCE			3,170.00		0.00%
101-443.000-853.000	TELECOMMUNICATIONS			86.00		0.00%
Totals for dept 443.000 - WATER & SEWER				3,256.00		0.00%

		2023		2023	2024	
		APPROVED		ACTIVITY	RECOMMENDED	% of
GL NUMBER	DESCRIPTION	BUDGET	Footnote Total	THRU 12/31/23	BUDGET	Change
Dept 445.000 - DRAINS						
101-445.000-808.000	CONTRACTED SERVICES	30,000.00			40,000.00	33.33%
	FOOTNOTE AMOUNTS:		40,000.00			
	(2024) \$15,489.02 SCHOOLEY/\$1,092.00 WENER/\$1,483.20 ANDERSON/\$21,935.78 COST OVERRUNS					
Totals for dept 445.000 - DRAINS					40,000.00	33.33%

BASED ON
INFORMATION
FROM DRAIN
COMMISSIONER

		2023		2023	2024	
		APPROVED		ACTIVITY	RECOMMENDED	% of
GL NUMBER	DESCRIPTION	BUDGET	Footnote Total	THRU 12/31/23	BUDGET	Change
Dept 446.000 - HIGHWAYS, STREETS & TRAILS						
101-446.000-808.000	CONTRACTED SERVICES	17,000.00		11,633.00	17,000.00	0.00%
	FOOTNOTE AMOUNTS:		17,000.00			
	(2024 To ?) NO INCREASE - LARGE INCREASE IN 2023					
101-446.000-920.001	DIVISION AVE	20,000.00		458.00	20,000.00	0.00%
101-446.000-960.000	ROAD CONSTRUCTION	250,000.00		821.00	250,000.00	0.00%
101-446.000-960.002	TRAIL CONSTRUCTION & MAINTENANCE	12,000.00		97.00	12,000.00	0.00%
101-446.000-973.001	DIVISION AVE MAINTENANCE	6,000.00		5,980.00	10,000.00	66.67%
	FOOTNOTE AMOUNTS:		10,000.00			
	(2024 To ?) COST PAID TO HAVE POLES REPLACED ETC					
Totals for dept 446.000 - HIGHWAYS, STREETS & TRAILS				18,989.00	309,000.00	1.31%

MINIMAL
INCREASES

		2023		2023	2024	
		APPROVED		ACTIVITY	RECOMMENDED	% of
GL NUMBER	DESCRIPTION	BUDGET	Footnote Total	THRU 12/31/23	BUDGET	Change
Dept 448.000 - STREET LIGHTING						
101-448.000-901.000	PUBLISHING	500.00			500.00	0.00%
	FOOTNOTE AMOUNTS:		500.00			
	(2024 To ?) STREETScape EXPENDITURES					
101-448.000-920.000	ELECTRIC	156,000.00		159,002.00	160,000.00	2.56%
	FOOTNOTE AMOUNTS:		160,000.00			
	(2024 To ?) CHANGE IN RATES					
101-448.000-920.001	DIVISION AVE	5,000.00		67,787.00	5,000.00	0.00%

MINIMAL
INCREASES

		2023		2023	2024	
GL NUMBER	DESCRIPTION	APPROVED BUDGET	Footnote Total	ACTIVITY THRU 12/31/23	RECOMMENDED BUDGET	% of Change
101-448.000-920.002	INTERSECTION LIGHTS/INSTALL/OPER			31.00	200.00	200.00%
	FOOTNOTE AMOUNTS:		200.00			
	(2024 To ?) RESERVED FOR CHARGE BACKS					
	MINIMAL INSTALLATION COSTS FOR					
	ADDITIONAL POLES ETC					
Totals for dept 448.000 - STREET LIGHTING		161,500.00		226,820.00	165,700.00	2.60%

		2023		2023	2024	% of		
		APPROVED		ACTIVITY	RECOMMENDED	Change		
GL NUMBER	DESCRIPTION	BUDGET	Footnote Total	THRU 12/31/23	BUDGET			
Dept 567.000 - CEMETERY								
101-567.000-702.001	SALARIES & WAGES	60,811.00		19,078.00	30,000.00	-50.67%		
	FOOTNOTE AMOUNTS:		29,620.00					
	(2024 To ?) SEXTON							
101-567.000-702.002	SALARY - DEPUTY/ASSISTANT			13,012.00				
101-567.000-715.000	SOCIAL SECURITY/MEDICARE	4,669.00		2,455.00	2,295.00	-50.85%		
101-567.000-716.000	PENSION CONTRIBUTION	2,747.00			3,000.00	9.21%		
101-567.000-717.000	HEALTH & LIFE INSURANCE	6,497.00				-100.00%		
101-567.000-727.000	SUPPLIES	250.00			250.00	0.00%		
101-567.000-740.000	OPERATING SUPPLIES	2,500.00		2,731.00	3,000.00	20.00%	IMPROVEMENTS TO CONTINUE IN 2024	
101-567.000-775.000	BUILDING REPAIR & MAINTENANCE SUPPLIE	1,000.00			6,000.00	500.00%		
101-567.000-802.000	LEGAL SERVICES	200.00			200.00	0.00%		
101-567.000-803.000	ENGINEERING			6,918.00	3,500.00			
101-567.000-808.000	CONTRACTED SERVICES	4,000.00			4,000.00	0.00%		
101-567.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	600.00				-100.00%		
101-567.000-819.000	SNOW PLOWING/REMOVAL	4,000.00		2,857.00	4,000.00	0.00%		
101-567.000-822.000	TRASH REMOVAL	600.00		541.00	600.00	0.00%		
101-567.000-920.000	ELECTRIC	1,600.00		807.00	1,600.00	0.00%		
101-567.000-932.000	EQUIPMENT MAINTENANCE	2,000.00		1,663.00	2,500.00	25.00%		
101-567.000-963.001	MISCELLANEOUS	500.00		5.00	500.00	0.00%		
101-567.000-973.000	GROUPS IMPROVEMENTS	250,000.00		8,123.00	250,000.00	0.00%		
	FOOTNOTE AMOUNTS:		15,000.00					
	(2024 To ?) EXTEND WATER AT BLAIN							
	FOOTNOTE AMOUNTS:		100,000.00					
	(2024 To ?) DUTTON EXPANSION							
	GL # FOOTNOTE TOTAL:		115,000.00					
101-567.000-979.000	NEW FURNITURE & EQUIPMENT	62,820.00		69,140.00	50,000.00	-20.41%		
	FOOTNOTE AMOUNTS:		4,000.00					4,000.00
	(2024 To ?) MOWER TRAILER							
	FOOTNOTE AMOUNTS:		1,250.00					1,250.00
	(2024 To ?) BACKPACK BLOWER, LEAF SWEEPER, WEED WHIP							
	FOOTNOTE AMOUNTS:		2,500.00					2,500.00
	(2024 To ?) TOOLS							
	FOOTNOTE AMOUNTS:		10,000.00					10,000.00
	(2024 To ?) STAND ON LEAF BLOWER							
	FOOTNOTE AMOUNTS:		600.00					600.00
	(2024 To ?) POWER WASHER							
	FOOTNOTE AMOUNTS:		350.00					350.00
	(2024 To ?) 4 WHEELED CART							
	FOOTNOTE AMOUNTS:		500.00					500.00
	(2024 To ?) TOOL ATTACHMENTS							
	FOOTNOTE AMOUNTS:		15,000.00					15,000.00
	(2024 To ?) UTILITY VEHICLE							
	GL # FOOTNOTE TOTAL:		34,200.00					34,200.00
Totals for dept 567.000 - CEMETERY		404,794.00		127,330.00	361,445.00	-10.71%		68,400.00

		2023		2023	2024	% of		
GL NUMBER	DESCRIPTION	APPROVED BUDGET	Footnote Total	ACTIVITY THRU 12/31/23	RECOMMENDED BUDGET	Change		
Dept 596.000 - PUBLIC TRANSPORTATION							NO CHANGE PER CONTRACT	
101-596.000-860.000	INTERURBAN TRANSIT AUTHORITY	55,000.00		27,626.00	55,000.00	0.00%		
	FOOTNOTE AMOUNTS: (2024 To ?) PER SIGNED CONTRACT		55,000.00					
Totals for dept 596.000 - PUBLIC TRANSPORTATION		55,000.00		27,626.00	55,000.00	0.00%		

		2023		2023	2024	% of
		APPROVED		ACTIVITY	RECOMMENDED	Change
GL NUMBER	DESCRIPTION	BUDGET	Footnote Total	THRU 12/31/23	BUDGET	
Dept 701.000 - PLANNING AND ZONING						
101-701.000-702.001	SALARIES & WAGES	180,100.00		93,547.00	152,000.00	-15.60%
	FOOTNOTE AMOUNTS:		86,328.00			
	(2024 To ?) CD DIRECTOR					
	FOOTNOTE AMOUNTS:		65,166.00			
	(2024 To ?) ASST PLANNER					
	GL # FOOTNOTE TOTAL:		151,494.00			
101-701.000-702.006	SALARY - BOARDS/COMMISSIONS	8,000.00		5,320.00	9,500.00	18.75%
	FOOTNOTE AMOUNTS:		9,500.00			
	(2024 To ?) INCREASE IN NUMBER OF MEETINGS AND SUBCOMMITTEES ETC.					
101-701.000-715.000	SOCIAL SECURITY/MEDICARE	14,364.00		7,563.00	11,600.00	-19.24%
101-701.000-716.000	PENSION CONTRIBUTION	18,810.00		9,488.00	15,200.00	-19.19%
101-701.000-717.000	HEALTH & LIFE INSURANCE	60,189.00		25,531.00	51,000.00	-15.27%
	FOOTNOTE AMOUNTS:		51,000.00			
	(2024 To ?) BASED ON ACTUAL COSTS + 10% PROJECTED INCREASE					
101-701.000-727.000	SUPPLIES	600.00		48.00	600.00	0.00%
101-701.000-727.001	REFERENCE MATERIALS	200.00			200.00	0.00%
101-701.000-727.002	MUNICODE UPDATES	8,000.00		784.00	8,000.00	0.00%
	FOOTNOTE AMOUNTS:		6,000.00			
	(2024) MUNICODE CODIFICATION ZONING					
	FOOTNOTE AMOUNTS:		2,000.00			
	(2024) OTHER UPDATES					
	GL # FOOTNOTE TOTAL:		8,000.00			
101-701.000-802.000	LEGAL SERVICES	20,000.00		7,659.00	20,000.00	0.00%
	FOOTNOTE AMOUNTS:		20,000.00			
	(2024 To ?) BASED ON ACTUAL EXPENDITURES					
101-701.000-808.000	CONTRACTED SERVICES	80,000.00		14,125.00	45,000.00	-43.75%
	FOOTNOTE AMOUNTS:		35,000.00			
	(2024) NATURAL RESOURCES INVENTORY					
	FOOTNOTE AMOUNTS:		10,000.00			
	(2024) OTHER					
	GL # FOOTNOTE TOTAL:		45,000.00			
101-701.000-808.001	ENGINEERING CONTRACTED SERVICES			24,999.00	25,000.00	25000.00%
	FOOTNOTE AMOUNTS:		25,000.00			
	(2024 To ?) ACROSS THE BOARD PRICE INCREASES					
101-701.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	10,000.00		894.00	3,000.00	-70.00%
	FOOTNOTE AMOUNTS:		3,000.00			
	(2024 To ?) BASD ON ACTUAL EXPENDITURES					
101-701.000-812.000	LUNCHES/DINNERS/MEETINGS	300.00		205.00	200.00	-33.33%
101-701.000-817.000	MILEAGE REIMBURSEMENT	500.00		297.00	750.00	50.00%
	FOOTNOTE AMOUNTS:		750.00			
	(2024 To ?) INCREASE IN FUEL COSTS AND INCREASED VIOLATION CHECKS					
101-701.000-831.000	SEMINARS/CONTINUING EDUCATION	4,900.00		940.00	3,000.00	-38.78%
101-701.000-832.000	DUES AND MEMBERSHIPS	843.00		240.00	500.00	-40.69%
101-701.000-853.000	TELECOMMUNICATIONS	900.00		531.00	900.00	0.00%
101-701.000-900.000	PRINTING	500.00		195.00	500.00	0.00%
101-701.000-901.000	PUBLISHING	4,000.00		2,993.00	4,000.00	0.00%
101-701.000-963.001	MISCELLANEOUS	500.00		15.00	500.00	0.00%

DECREASE OF 14.66% - COMPLETION OF MASTER PLAN/PARKS & TRAILS PLAN

101-701.000-965.000	POSTAGE	1,000.00		2,778.00	2,000.00	100.00%
	FOOTNOTE AMOUNTS: (2024 To ?) INCREASED POSTAGE COST AND PUBLIC NOTICES		2,000.00			
101-701.000-979.000	NEW FURNITURE & EQUIPMENT	3,000.00			3,000.00	0.00%
	FOOTNOTE AMOUNTS: (2023) GENERAL					
	FOOTNOTE AMOUNTS: (2024 To ?) NEW LAPTOP FOR DAN		3,000.00			
	GL # FOOTNOTE TOTAL:	1,000.00	3,000.00			
Totals for dept 701.000 - PLANNING AND ZONING		417,706.00		198,152.00	356,450.00	-14.66%

		2023		2023	2024	% of	
GL NUMBER	DESCRIPTION	APPROVED BUDGET	Footnote Total	ACTIVITY THRU 12/31/23	RECOMMENDED BUDGET	Change	
Dept 751.000 - PARKS AND RECREATION							
101-751.000-702.006	SALARY - BOARDS/COMMISSIONS	2,300.00		950.00	2,500.00	8.70%	LARGEST CHANGE IS TO CONTRACTED SERVICES - THIS IS NOT AN INCREASE IN EXPENSES, ONLY APPEARS THAT WAY BECAUSE THERE WERE NO DOLLARS ALLOCATED TO THIS LINE ITEM FOR 2023 - WHICH WAS AN OVERSIGHT
	FOOTNOTE AMOUNTS:		2,500.00				
	(2024 To ?) EXTRA PLANNING MEETINGS						
101-751.000-715.000	SOCIAL SECURITY/MEDICARE	165.00		73.00	190.00	15.15%	
101-751.000-716.000	PENSION CONTRIBUTION	50.00		17.00	50.00	0.00%	
101-751.000-727.000	SUPPLIES	100.00			100.00	0.00%	
101-751.000-808.000	CONTRACTED SERVICES			18,320.00	25,000.00	25000.00%	
	FOOTNOTE AMOUNTS:		25,000.00				
	(2024 To ?) NOT AN INCREASE ERROR IN 2023 BUDGET						
101-751.000-812.000	LUNCHES/DINNERS/MEETINGS	500.00		423.00	600.00	20.00%	
101-751.000-880.000	COMMUNITY PROMOTIONS	4,000.00		1,453.00	5,000.00	25.00%	
	FOOTNOTE AMOUNTS:		5,000.00				
	(2024 To ?) INCREASED TO HELP COVER BOTH MOVIES IN THE PARK AND HERITAGE FESTIVAL						
101-751.000-900.000	PRINTING	600.00			600.00	0.00%	
101-751.000-901.000	PUBLISHING				200.00	200.00%	
101-751.000-963.001	MISCELLANEOUS	250.00		90.00	250.00	0.00%	
101-751.000-965.000	POSTAGE				100.00	100.00%	
101-751.000-973.000	GROUPS IMPROVEMENTS	5,000.00		635.00	5,000.00	0.00%	
Totals for dept 751.000 - PARKS AND RECREATION		12,965.00		21,961.00	39,590.00	205.36%	

		2023	2023		2024		
		APPROVED	ACTIVITY		RECOMMENDED	% of	
GL NUMBER	DESCRIPTION	BUDGET	Footnote Total	THRU 12/31/23	BUDGET	Change	
Dept 790.000 - LIBRARY							
101-790.000-775.000	BUILDING REPAIR & MAINTENANCE SUPPLIE	500.00		110.00	500.00	0.00%	
101-790.000-805.000	EQUIPMENT RENTAL/SERVICE		200.00		200.00	200.00%	
	FOOTNOTE AMOUNTS:						
	(2024 To ?) CINTAS - RUG RENTALS						
101-790.000-808.000	CONTRACTED SERVICES	1,000.00		1,224.00	2,000.00	100.00%	
	(2024 To ?) LAMPHEAR/HUIZINGA/IPM						
	FOOTNOTE AMOUNTS:		2,000.00				SLIGHT DECREASE - MANY IMPROVEMENTS DONE IN 2023
	(2024 To ?) BASED ON ACTUAL COSTS						
101-790.000-819.000	SNOW PLOWING/REMOVAL	7,500.00		5,995.00	7,500.00	0.00%	
	FOOTNOTE AMOUNTS:		7,500.00				
	(2024 To ?) PER CURRENT CONTRACT						
101-790.000-821.000	CLEANING BUILDING	16,000.00		10,923.00	16,000.00	0.00%	
101-790.000-822.000	TRASH REMOVAL	1,000.00		694.00	1,000.00	0.00%	
101-790.000-920.000	ELECTRIC	11,000.00		5,632.00	11,000.00	0.00%	
101-790.000-923.000	NATURAL GAS	4,500.00		2,624.00	4,500.00	0.00%	
101-790.000-924.000	WATER AND SEWER	800.00		306.00	500.00	-37.50%	
101-790.000-932.000	EQUIPMENT MAINTENANCE	6,000.00		1,966.00	5,000.00	-16.67%	
101-790.000-933.000	BUILDING MAINTENANCE	5,000.00		13,191.00	7,000.00	40.00%	
101-790.000-935.000	GROUNDS MAINTENANCE	8,000.00		6,007.00	8,500.00	6.25%	
	FOOTNOTE AMOUNTS:		8,500.00				
	(2024 To ?) ANNUAL INCREASES						
101-790.000-958.000	INSURANCE & BONDS	3,000.00		3,352.00	4,000.00	33.33%	
	FOOTNOTE AMOUNTS:		4,000.00				
	(2024 To ?) INCREASED BASED ON AVERAGE ANNUAL INCREASE OF 30+ PERCENT						
101-790.000-963.001	MISCELLANEOUS	100.00			100.00	0.00%	
101-790.000-973.000	GROUNDS IMPROVEMENTS	15,000.00			8,000.00	-46.67%	
	FOOTNOTE AMOUNTS:		8,000.00				
	(2024 To ?) DRIVEWAY DONE IN 2023						
101-790.000-979.000	NEW FURNITURE & EQUIPMENT	3,000.00			4,000.00	33.33%	
	FOOTNOTE AMOUNTS:		4,000.00				
	(2024 To ?) CAMERAS NOT INSTALLED - INFLATION						
Totals for dept 790.000 - LIBRARY		81,900.00		52,024.00	79,800.00	-2.56%	

SLIGHT DECREASE
- MANY
IMPROVEMENTS
DONE IN 2023

Dept 990.000 - TRANSFER OUT		
101-990.000-995.000	TRANSFER OUT	2,135,000
Totals for dept 990.000 - TRANSFER OUT		2,125,000.00
TOTAL APPROPRIATIONS		5,818,563.00
TOTAL REVENUES		5,818,563.00
Difference	\$	-
10.78% INCREASE OVER THE 2023 PUBLISHED BUDGET		

205 PUBLIC SAFETY INDIEX

Estimated Revenues	1
Appropriations:	
Law Enforcement	2
Cutlerville Fire	3
Dutton Fire	6
Totals	8

PUBLIC SAFETY

		2023		2023	2024		
GL NUMBER	DESCRIPTION	APPROVED BUDGET	FOOTOTE TOTALS	ACTIVITY THRU 12/31/23	RECOMMENDED BUDGET	% OF Change	
PUBLIC SAFETY ESTIMATED REVENUES							
Dept 000.000							
205-000.000-452.000	PUBLIC SAFETY SAD REVENUE	821,787.00		821,813.00	1,225,000.00	49.07%	Transfer in \$2,125,000 from General Fund and \$340,000.00 from ARPA Funds
205-000.000-613.000	BYRON TWP MANAGEMENT FEE	32,000.00		21,286.00	32,000.00	0.00%	
205-000.000-613.001	BYRON TWP REIMBURSEMENT	550,000.00		(10,029.00)	550,000.00	0.00%	
	FOOTNOTE AMOUNTS:		550,000.00				
	(2024 To ?) BASED ON 42% OF STAFFING AND 50% OF OP COST						
205-000.000-687.002	FIRE DEPT REVENUES/REIMBURSEMENT			10,385.00			
205-000.000-699.000	TRANSFER IN	2,565,000.00			2,465,000.00	-3.90%	
	FOOTNOTE AMOUNTS:		2,125,000.00				
	(2024 To ?) TRANSFER IN FROM GF						
	FOOTNOTE AMOUNTS:		340,000.00				
	(2024 To ?) ARPA DOLLARS						
	GL # FOOTNOTE TOTAL:		2,465,000.00				
Totals for dept 000.000 -		3,968,787.00		843,455.00	4,272,000.00	7.64%	
TOTAL ESTIMATED REVENUES		3,968,787.00		843,455.00	4,272,000.00	7.64%	

		2023		2023	2024		Adding additional Sheriff Patrol - \$360,000
		2023		2023	2024		
GL NUMBER	DESCRIPTION	APPROVED BUDGET	FOOTOTE TOTALS	ACTIVITY THRU 12/31/23	RECOMMENDED BUDGET	% OF Change	
Dept 301.000 - LAW ENFORCEMENT							
205-301.000-820.000	KENT COUNTY SHERIFF PATROL	1,019,000		553,708.00	1,360,000.00	33.46%	
	FOOTNOTE AMOUNTS:		360,000.00				
	(2024 To ?) ADDING ADDITIONAL OFFICER FOR 12 PM TO 12 AM SHIFT						
	FOOTNOTE AMOUNTS:		1,000,000.00				
	(2024 To ?) CURRENT COVERAGE EXPENSE						
	GL # FOOTNOTE TOTAL:		1,360,000.00				
Totals for dept 301.000 - LAW ENFORCEMENT		1,019,000.00		553,708.00	1,360,000.00	33.46%	

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	FOOTOTE TOTALS	2023 ACTIVITY THRU 12/31/23	2024 RECOMMENDED BUDGET	% OF Change
Dept 336.001 - CUTLERVILLE FIRE DEPARTMENT						
205-336.001-702.001	SALARIES & WAGES (2024 To ?) MINIMAL CHANGE	45,000.00		13,572.00	47,250.00	5.00%
205-336.001-702.002	SALARY - DEPUTY/ASSISTANT	499,794.00		247,538.00	524,800.00	5.00%
205-336.001-702.003	FILL IN FOR FULL TIME	20,000.00		4,324.00	20,000.00	0.00%
205-336.001-702.005	SALARIES - POC FIRE FIGHTERS	40,000.00		20,680.00	42,000.00	5.00%
205-336.001-702.008	OFFICER STIPENDS	4,080.00		2,176.00	4,080.00	0.00%
205-336.001-702.010	SALARY -PART TIME STAFFING	78,000.00		26,449.00	78,000.00	0.00%
205-336.001-702.011	PAYMENT IN LIEU OF HEALTH INSU	7,280.00		4,569.00	8,000.00	9.89%
205-336.001-702.013	OVERTIME	49,000.00		25,692.00	49,000.00	0.00%
205-336.001-702.014	OVERTIME - FLSA	59,137.00		16,226.00	59,137.00	0.00%
205-336.001-702.778	TRAINING PAY	20,000.00		3,541.00	20,000.00	0.00%
	FOOTNOTE AMOUNTS: (2024 To ?) INCREASING TRAINING PAY RATE TO MATCH ON CALL RATE		20,000.00			
205-336.001-715.000	SOCIAL SECURITY/MEDICARE	60,000.00		27,580.00	64,000.00	6.67%
205-336.001-716.000	PENSION CONTRIBUTION	65,000.00		27,991.00	70,000.00	7.69%
205-336.001-717.000	HEALTH & LIFE INSURANCE	129,250.00		47,981.00	142,175.00	10.00%
205-336.001-719.000	WORKER'S COMPENSATION INSURANCE	25,000.00		14,942.00	27,500.00	10.00%
205-336.001-727.000	SUPPLIES	10,000.00		1,692.00	7,500.00	-25.00%
205-336.001-740.000	OPERATING SUPPLIES	15,000.00		4,399.00	12,500.00	-16.67%
205-336.001-741.000	FUEL	19,000.00		6,171.00	15,000.00	-21.05%
205-336.001-775.000	BUILDING REPAIR & MAINTENANCE SUPPLIES			184.00		0.00%
205-336.001-776.000	UNIFORMS	12,000.00		520.00	6,000.00	-50.00%
205-336.001-776.001	TURN OUT GEAR	14,500.00		85.00	14,500.00	0.00%
205-336.001-802.000	LEGAL SERVICES	1,000.00			10,000.00	900.00%
	FOOTNOTE AMOUNTS: (2024 To ?) UNION NEGOTIATIONS		5,000.00			
	FOOTNOTE AMOUNTS: (2024 To ?) CONTRACT FOR SERVICES		5,000.00			
	GL # FOOTNOTE TOTAL:		10,000.00			
205-336.001-808.000	CONTRACTED SERVICES	29,876.00	31,950.00	7,782.00		6.94%
	FOOTNOTE AMOUNTS: (2024 To ?) LUCAS ANNUAL SERVICE PLAN		1,500.00			
	FOOTNOTE AMOUNTS: (2024 To ?) ANNUAL HOSE AND LADDER TESTING		4,000.00			
	FOOTNOTE AMOUNTS: (2024 To ?) ENCOMPASS EAP		1,500.00			
	FOOTNOTE AMOUNTS: (2024 To ?) TOTAL FIRE PROTECTION ALARM MONITORING		650.00			
	FOOTNOTE AMOUNTS:		7,000.00			

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	FOOTOTE TOTALS	2023 ACTIVITY THRU 12/31/23	2024 RECOMMENDED BUDGET	% OF Change
	FOOTNOTE AMOUNTS:		800.00			
	(2024 To ?) ANNUAL FPS & EXTINGUISHER INSPECTION					
	FOOTNOTE AMOUNTS:		1,500.00			
	(2024 To ?) BDI CME AGREEMENT					
	FOOTNOTE AMOUNTS:		15,000.00			
	(2024 To ?) BSS ANNUAL FEES					
	GL # FOOTNOTE TOTAL:		31,950.00			
205-336.001-809.000	PROGRAMMING/SOFTWARE/NETWORK	29,850.00		21,065.00	30,000.00	0.50%
	FOOTNOTE AMOUNTS:		2,600.00			
	(2024 To ?) VECTOR SOLUTIONS SCHEDULING					
	FOOTNOTE AMOUNTS:		6,500.00			
	(2024 To ?) VECTOR SOLUTIONS TARGET SOLUTIONS					
	FOOTNOTE AMOUNTS:		12,500.00			
	(2024 To ?) IMAGE TREND					
	FOOTNOTE AMOUNTS:		1,250.00			
	(2024 To ?) FIRST ARRIVING WEBSITE					
	FOOTNOTE AMOUNTS:		1,900.00			
	(2024 To ?) FIRST ARRIVING DASHBOARD					
	FOOTNOTE AMOUNTS:		4,000.00			
	(2024 To ?) BSS					
	FOOTNOTE AMOUNTS:		550.00			
	(2024 To ?) PDF ACCOUNT					
	FOOTNOTE AMOUNTS:		400.00			
	(2024 To ?) ACTIVE 911					
	GL # FOOTNOTE TOTAL:		29,700.00			
205-336.001-810.001	FIRE PREVENTION EDUCATION	1,800.00			1,800.00	0.00%
205-336.001-811.000	TRAINING	10,500.00		112.00	7,500.00	-28.57%
205-336.001-816.000	KENT COUNTY EMS ASSESSMENT	1,200.00		544.00	1,200.00	0.00%
205-336.001-816.001	BYRON TWP ASSESSMENT	6,000.00		445.00	6,000.00	0.00%
205-336.001-817.000	MILEAGE REIMBURSEMENT	600.00			600.00	0.00%
205-336.001-819.000	SNOW PLOWING/REMOVAL	6,872.00		2,225.00	7,000.00	1.86%
205-336.001-822.000	TRASH REMOVAL	1,400.00		771.00	1,600.00	14.29%
205-336.001-831.000	SEMINARS/CONTINUING EDUCATION	4,500.00			4,500.00	0.00%
205-336.001-832.000	DUES AND MEMBERSHIPS	300.00		68.00	300.00	0.00%
205-336.001-835.000	PHYSICAL EXAMINATIONS	9,000.00		6,209.00	9,000.00	0.00%
205-336.001-853.000	TELECOMMUNICATIONS	5,800.00		2,628.00	6,000.00	3.45%
205-336.001-920.000	ELECTRIC	14,400.00		6,186.00	14,000.00	-2.78%
205-336.001-923.000	NATURAL GAS	7,700.00		2,141.00	7,700.00	0.00%
205-336.001-924.000	WATER AND SEWER	1,000.00		433.00	1,000.00	0.00%
205-336.001-931.000	VEHICLE MAINTENANCE	50,000.00		12,018.00	50,000.00	0.00%
205-336.001-932.000	EQUIPMENT MAINTENANCE	11,000.00		1,719.00	11,000.00	0.00%
205-336.001-933.000	BUILDING MAINTENANCE	5,400.00		4,709.00	10,000.00	85.19%
205-336.001-935.000	GROUPS MAINTENANCE	2,000.00		802.00	2,000.00	0.00%
	FOOTNOTE AMOUNTS:		2,000.00			
	(2023) ANNUAL LANDSCAPR MAINT					

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	FOOTOTE TOTALS	2023 ACTIVITY THRU 12/31/23	2024 RECOMMENDED BUDGET	% OF Change
205-336.001-956.000	FOOD ALLOWANCE	1,500.00		677.00	1,500.00	0.00%
205-336.001-958.000	INSURANCE & BONDS	13,000.00		12,293.00	14,000.00	7.69%
205-336.001-963.001	MISCELLANEOUS	1,000.00		132.00	1,000.00	0.00%
205-336.001-972.000	CAPITAL OUTLAY	20,000.00		7,069.00	20,000.00	0.00%
	FOOTNOTE AMOUNTS: (2024 To ?) HOSE REPLACEMENT		7,500.00			
205-336.001-973.000	GROUNDS IMPROVEMENTS	11,000.00			1,000.00	-90.91%
205-336.001-979.000	NEW FURNITURE & EQUIPMENT	19,550.00		7,980.00	10,000.00	-48.85%
	FOOTNOTE AMOUNTS: (2024 To ?) PAGER/RADIO REPLACEMENT EQUIPMENT		3,000.00			
	FOOTNOTE AMOUNTS: (2024 To ?) CHIEF OFFICE COMPUTER REPLACEMENT		1,500.00			
	FOOTNOTE AMOUNTS: (2024 To ?) UNASSIGNED		5,500.00			
	GL # FOOTNOTE TOTAL:		10,000.00			
205-336.001-998.000	CONTINGENCY	115,000.00			38,404.00	-66.61%
Totals for dept 336.001 - CUTLERVILLE FIRE DEPARTMENT		1,553,289.00		594,320.00	1,510,496.00	-2.75%

		2023		2023	2024	
		APPROVED		ACTIVITY	RECOMMENDED	% OF
GL NUMBER	DESCRIPTION	BUDGET		THRU 12/31/23	BUDGET	Change
Dept 336.002 - DUTTON FIRE DEPARTMENT						
205-336.002-702.001	SALARIES & WAGES	45,000.00		30,050.00	47,250.00	5.00%
205-336.002-702.002	SALARY - DEPUTY/ASSISTANT	482,000.00		340,799.00	505,000.00	4.77%
205-336.002-702.003	FILL IN FOR FULL TIME	15,000.00		3,027.00	10,000.00	-33.33%
205-336.002-702.005	SALARIES - POC FIRE FIGHTERS	50,000.00		35,964.00	70,000.00	40.00%
205-336.002-702.008	OFFICER STIPENDS	7,500.00		3,750.00	7,500.00	0.00%
205-336.002-702.010	SALARY -PART TIME STAFFING			1,579.00		
205-336.002-702.011	PAYMENT IN LIEU OF HEALTH INSU	5,200.00		7,141.00	10,000.00	92.31%
205-336.002-702.013	OVERTIME	20,000.00		5,590.00	20,000.00	0.00%
205-336.002-702.014	OVERTIME - FLSA	53,708.00		32,985.00	57,500.00	7.06%
205-336.002-702.015	ELECTRICAL/FIRE INSPECTOR	18,000.00		10,279.00	19,000.00	5.56%
	FOOTNOTE AMOUNTS:	-				
	(2023) PT FIRE INSPECTOR		18,000.00			
	DECREASED THIS A BIT AND WILL NEED TO INCREASE IN THE BUILDING DEPARTMENT AN EQUAL AMOUNT.					
205-336.002-702.778	TRAINING PAY	20,000.00		10,524.00	30,000.00	50.00%
	FOOTNOTE AMOUNTS:		30,000.00			
	(2024 To ?) INCREASING TRAINING PAY RATE TO MATCH ON CALL PAY RATE					
205-336.002-715.000	SOCIAL SECURITY/MEDICARE	53,000.00		36,330.00	58,200.00	9.81%
205-336.002-716.000	PENSION CONTRIBUTION	55,000.00		33,818.00	60,000.00	9.09%
205-336.002-717.000	HEALTH & LIFE INSURANCE	84,000.00		77,615.00	121,000.00	44.05%
205-336.002-719.000	WORKER'S COMPENSATION INSURANCE	27,000.00		15,481.00	29,700.00	10.00%
205-336.002-727.000	SUPPLIES	9,300.00		1,349.00	9,300.00	0.00%
205-336.002-740.000	OPERATING SUPPLIES	12,000.00		5,684.00	12,000.00	0.00%
205-336.002-741.000	FUEL	15,000.00		8,191.00	15,000.00	0.00%
205-336.002-775.000	BUILDING REPAIR & MAINTENANCE SUPPLIES			856.00		
205-336.002-776.000	UNIFORMS	13,500.00		6,604.00	6,000.00	-55.56%
205-336.002-776.001	TURN OUT GEAR	33,775.00		19,239.00	14,500.00	-57.07%
205-336.002-808.000	CONTRACTED SERVICES	24,380.00		9,601.00	26,225.00	7.57%
205-336.002-809.000	PROGRAMMING/SOFTWARE/NETWORK	25,200.00		27,302.00	26,100.00	3.57%
	FOOTNOTE AMOUNTS:		4,000.00			
	(2024 To ?) BSS					
	FOOTNOTE AMOUNTS:		3,600.00			
	(2024 To ?) FIRST ARRIVING DASHBOARD					
	FOOTNOTE AMOUNTS:		3,100.00			
	(2024 To ?) VECTOR SCHEDULING					
	FOOTNOTE AMOUNTS:		2,800.00			
	(2024 To ?) VECTOR LMS					
	FOOTNOTE AMOUNTS:		1,100.00			
	(2024 To ?) VECTOR CHECK IT					
	FOOTNOTE AMOUNTS:		11,500.00			
	(2024 To ?) IMAGE TREND EMS/FIRE REPORTING					
	GL # FOOTNOTE TOTAL:		26,100.00			
205-336.002-810.001	FIRE PREVENTION EDUCATION	2,000.00		36.00	2,000.00	0.00%

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	FOOTOTE TOTALS	2023 ACTIVITY THRU 12/31/23	2024 RECOMMENDED BUDGET	% OF Change
205-336.002-810.002	HAZMAT ASSESSMENT	2,000.00		2,000.00	2,000.00	0.00%
205-336.002-811.000	TRAINING	12,500.00		2,105.00	12,500.00	0.00%
205-336.002-816.000	KENT COUNTY EMS ASSESSMENT	1,300.00		721.00	1,300.00	0.00%
205-336.002-817.000	MILEAGE REIMBURSEMENT	600.00		462.00	600.00	0.00%
205-336.002-819.000	SNOW PLOWING/REMOVAL	6,872.00		4,909.00	7,000.00	1.86%
205-336.002-822.000	TRASH REMOVAL	625.00		457.00	625.00	0.00%
205-336.002-831.000	SEMINARS/CONTINUING EDUCATION	4,500.00		250.00	4,500.00	0.00%
205-336.002-832.000	DUES AND MEMBERSHIPS	300.00		300.00	300.00	0.00%
205-336.002-835.000	PHYSICAL EXAMINATIONS	11,500.00		6,945.00	11,500.00	0.00%
205-336.002-853.000	TELECOMMUNICATIONS	10,000.00		6,884.00	12,000.00	20.00%
205-336.002-920.000	ELECTRIC	12,500.00		8,869.00	13,000.00	4.00%
205-336.002-923.000	NATURAL GAS	9,000.00		4,980.00	10,000.00	11.11%
205-336.002-924.000	WATER AND SEWER	500.00		453.00	500.00	0.00%
205-336.002-931.000	VEHICLE MAINTENANCE	42,000.00		26,147.00	42,000.00	0.00%
205-336.002-932.000	EQUIPMENT MAINTENANCE	6,700.00		5,551.00	10,000.00	49.25%
205-336.002-933.000	BUILDING MAINTENANCE	18,700.00		2,925.00	11,000.00	-41.18%
205-336.002-935.000	GROUPS MAINTENANCE	2,000.00		1,000.00	2,000.00	0.00%
205-336.002-958.000	INSURANCE & BONDS	19,950.00		21,951.00	23,000.00	15.29%
205-336.002-963.001	MISCELLANEOUS	1,000.00		698.00	1,000.00	0.00%
205-336.002-972.000	CAPITAL OUTLAY	12,500.00		11,686.00	25,000.00	100.00%
	FOOTNOTE AMOUNTS: (2024 To ?) SIGN REPAIR/UPGRADE		25,000.00			
205-336.002-973.000	GROUPS IMPROVEMENTS	2,000.00		209.00	2,000.00	0.00%
205-336.002-979.000	NEW FURNITURE & EQUIPMENT	31,400.00		11,321.00	15,000.00	-52.23%
	FOOTNOTE AMOUNTS: (2024 To ?) NEW RECLINERS - 2		3,000.00			
205-336.002-998.000	CONTINGENCY	115,000.00			38,404.00	-66.61%
Totals for dept 336.002 - DUTTON FIRE DEPARTMENT		1,394,010.00		844,617.00	1,401,504.00	0.54%

TOTAL APPROPRIATIONS	4,272,000.00
TOTAL REVENUES	4,272,000.00
Difference	-
8.87% INCREASE OVER THE 2023 PUBLISHED BUDGET	

549 Building Inspections

BUILDING INSPECTIONS REVENUE

GL NUMBER	DESCRIPTION	2023	FOOTNOTE TOTALS	2023	2024	% of Change
		APPROVED BUDGET		ACTIVITY THRU 12/31/23	RECOMMENDED BUDGET	
ESTIMATED REVENUES						
Dept 000.000						
549-000.000-490.000	BUILDING PERMITS	300,000.00		322,637.00	300,000.00	0.00%
549-000.000-491.000	MECHANICAL PERMITS	109,745.00		91,390.00	140,000.00	27.57%
549-000.000-492.000	PLUMBING PERMITS	60,000.00		42,947.00	75,000.00	25.00%
549-000.000-493.000	ELECTRICAL PERMITS	80,000.00		65,344.00	100,000.00	25.00%
549-000.000-494.000	REGISTRATIONS FROM BLDG DEPT	1,500.00		240.00	1,500.00	0.00%
Totals for dept 000.000 -		551,245.00		522,558.00	616,500.00	11.84%
TOTAL ESTIMATED REVENUES		551,245.00		522,558.00	616,500.00	11.84%

		2023	2023		2024		
GL NUMBER	DESCRIPTION	APPROVED BUDGET	FOOTNOTE TOTALS	ACTIVITY THRU 12/31/23	RECOMMENDED BUDGET	% of Change	
APPROPRIATIONS							
Dept 371.000 - BUILDING/MECHANICAL INSPECTION							
549-371.000-702.001	SALARIES & WAGES	197,091.00		99,613.00	205,000.00	4.01%	
	FOOTNOTE AMOUNTS:		82,147.00				
	(2024 To ?) BUILDING INSPECTOR						
	FOOTNOTE AMOUNTS:		46,254.00				
	(2024 To ?) BUILDING ADMIN						
	FOOTNOTE AMOUNTS:		4,458.00				
	(2024 To ?) CLERK						
	FOOTNOTE AMOUNTS:		4,458.00				
	(2024 To ?) TREASURER						
	(2024 To ?) DEPUTY CLERK						
	FOOTNOTE AMOUNTS:		2,894.00				
	(2024 To ?) DEPUTY TREASURER						
	FOOTNOTE AMOUNTS:		4,489.00				
	(2024 To ?) FLOATER						
	FOOTNOTE AMOUNTS:		13,000.00				
	(2024 To ?) MANAGER						
	FOOTNOTE AMOUNTS:		25,000.00				
	(2024 To ?) BUILDING ADMIN ASSISTANT						
	FOOTNOTE AMOUNTS:		20,000.00				
	(2024 To ?) PART TIME INSPECTOR						
	GL # FOOTNOTE TOTAL:		202,700.00				
549-371.000-702.004	CLERICAL SUPPORT			1,194.00			727-Supplies doubled over last year - need to purchase new code books. 808-Contracted services 92% increase . Substantial increase in contract with PCI to do our plumbing and mechanical inspections
549-371.000-702.015	ELECTRICAL/FIRE INSPECTOR			9,942.00	19,000.00	0.00%	
549-371.000-715.000	SOCIAL SECURITY/MEDICARE	14,663.00		8,119.00	20,100.00	37.08%	
549-371.000-716.000	PENSION CONTRIBUTION	17,506.00		8,791.00	24,400.00	39.38%	
549-371.000-717.000	HEALTH & LIFE INSURANCE	60,000.00		30,987.00	60,000.00	0.00%	
549-371.000-727.000	SUPPLIES	2,500.00		641.00	4,000.00	60.00%	
549-371.000-776.000	UNIFORMS				200.00	0.00%	
549-371.000-801.000	ACCOUNTING SERVICES/AUDIT	1,200.00		47.00	1,200.00	0.00%	
549-371.000-805.000	EQUIPMENT RENTAL/SERVICE	2,200.00		33.00	1,000.00	-54.55%	
549-371.000-807.008	RENT	11,000.00		5,338.00	11,000.00	0.00%	
549-371.000-808.000	CONTRACTED SERVICES	100,000.00		47,142.00	192,000.00	92.00%	
	FOOTNOTE AMOUNTS:		172,000.00				
	(2024 To ?) INSPECTION SERVICES AT 80% FORM PLUMBING AND MECHANICAL						
	FOOTNOTE AMOUNTS:		20,000.00				
	(2024 To ?) OTHER CONTRACTED SERVICES						
	GL # FOOTNOTE TOTAL:		192,000.00				
549-371.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	6,000.00		5,635.00	6,000.00	0.00%	
549-371.000-812.000	LUNCHES/DINNERS/MEETINGS	200.00		30.00	200.00	0.00%	
549-371.000-817.000	MILEAGE REIMBURSEMENT	6,200.00		2,944.00	6,200.00	0.00%	
549-371.000-819.000	SNOW PLOWING/REMOVAL	1,100.00		458.00	1,100.00	0.00%	
549-371.000-821.000	CLEANING BUILDING	1,100.00		571.00	1,100.00	0.00%	
549-371.000-822.000	TRASH REMOVAL	70.00		34.00	70.00	0.00%	
549-371.000-831.000	SEMINARS/CONTINUING EDUCATION	5,200.00		1,142.00	3,000.00	-42.31%	
549-371.000-832.000	DUES AND MEMBERSHIPS	9,200.00		4,760.00	9,500.00	3.26%	
549-371.000-853.000	TELECOMMUNICATIONS	2,700.00		1,455.00	2,700.00	0.00%	
549-371.000-900.000	PRINTING	500.00		334.00	600.00	20.00%	
549-371.000-920.000	ELECTRIC	3,400.00		1,705.00	3,600.00	5.88%	

727-Supplies doubled over last year
- need to purchase new code books.
808-Contracted services 92%
increase . Substantial increase in
contract with PCI to do our
plumbing and mechanical
inspections

590 SEWER

SEWER

		2023		2023	2024	
GL NUMBER	DESCRIPTION	APPROVED BUDGET	FOOTNOTE TOTALS	ACTIVITY THRU 12/31/23	RECOMMENDED BUDGET	% OF CHANGE
ESTIMATED REVENUES						
Dept 536.000 - SEWER						
590-536.000-496.000	CONNECTION INSPECTION PERMITS	8,500.00		3,250.00	8,500.00	0.00%
590-536.000-628.000	TRUNKAGE FEES	130,000.00		137,467.00	150,000.00	15.38%
590-536.000-629.000	AVAILABILITY/LATERALS	30,000.00		58,872.00	75,000.00	150.00%
590-536.000-633.000	USAGE SERVICE CHARGES	2,150,000.00		1,449,190.00	2,150,000.00	0.00%
590-536.000-633.001	READY TO SERVE CHARGES	545,000.00		290,453.00	545,000.00	0.00%
590-536.000-635.000	MISCELLANEOUS FEES	200.00		163.00	200.00	0.00%
590-536.000-658.000	PENALTIES	24,000.00		18,126.00	35,000.00	45.83%
590-536.000-665.005	INTEREST ON ASSESSMENTS-TRKG	6,500.00		7,629.00	6,500.00	0.00%
590-536.000-665.006	INTEREST ON INVESTMENTS-OPER	5,500.00		56,772.00	35,000.00	536.36%
	(2024 To ?) INTEREST RATES HAVE INCREASED, SEWER OP CD'S CURRENTLY HELD MATURED THE FIRST HALF OF THE YEAR					
590-536.000-665.009	INTEREST ON INVESTMENTS-TRKG	30,000.00		119,897.00	150,000.00	400.00%
	(2024 To ?) ASSUMING INTEREST RATES DO NOT DECREASE					
590-536.000-675.000	SPECIAL ASSESSMENT REVENUE	40,000.00		(7,697.00)	40,000.00	0.00%
590-536.000-678.000	MISC REVENUE			46,808.00		
Totals for dept 536.000 - SEWER		2,969,700.00		2,180,930.00	3,195,200.00	7.59%
TOTAL ESTIMATED REVENUES		2,969,700.00		2,180,930.00	3,195,200.00	7.59%

		2023		2023	2024	
GL NUMBER	DESCRIPTION	APPROVED BUDGET	FOOTNOTE TOTALS	ACTIVITY THRU 12/31/23	RECOMMENDED BUDGET	% OF CHANGE
APPROPRIATIONS						
Dept 530.000 - W/S - WAGES						
590-530.000-702.001	SALARIES & WAGES	66,320.00		40,003.00	70,000.00	5.55%
	FOOTNOTE AMOUNTS:		22,660.00			
	(2024 To ?) W/S ADMINISTRATOR					
	FOOTNOTE AMOUNTS:		25,746.00			
	(2024 To ?) W/S CLERK					
	FOOTNOTE AMOUNTS:		2,229.00			
	(2024 To ?) TREASURER					
	FOOTNOTE AMOUNTS:		6,500.00			
	(2024 To ?) MANAGER					
	FOOTNOTE AMOUNTS:		7,235.00			
	(2024 To ?) DEPUTY TREASURER					
	GL # FOOTNOTE TOTAL:		64,370.00			
590-530.000-715.000	SOCIAL SECURITY/MEDICARE	5,100.00		3,060.00	5,355.00	5.00%
590-530.000-716.000	PENSION CONTRIBUTION	6,631.00		3,987.00	7,000.00	5.56%
590-530.000-717.000	HEALTH & LIFE INSURANCE	11,414.00		938.00	11,000.00	-3.63%
Totals for dept 530.000 - W/S - WAGES				47,988.00	93,355.00	
Dept 536.000 - SEWER						
590-536.000-727.000	SUPPLIES	250.00		68.00	250.00	0.00%
590-536.000-802.000	LEGAL SERVICES	500.00			500.00	0.00%
590-536.000-803.000	CONTRACT ENGINEERING	25,000.00		9,633.00	25,000.00	0.00%
590-536.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	3,600.00		3,207.00	3,600.00	0.00%
590-536.000-817.000	MILEAGE REIMBURSEMENT	100.00			100.00	0.00%
590-536.000-830.000	BYRON/GAINES UTILITY AUTHORITY	310,000.00		328,300.00	450,000.00	45.16%
	(2024) ANNUALIZED 2023 FOR 2024 BUDGET REQUEST, DON'T ANTICIPATE AN ADDITIONAL INCREASE IN COSTS					
590-536.000-830.CAP	AUTHORITY CAPITAL EXPENSES	61,250.00		15,279.00	61,000.00	-0.41%
590-536.000-853.000	TELECOMMUNICATIONS	175.00			175.00	0.00%
590-536.000-900.000	PRINTING	150.00		25.00	150.00	0.00%
590-536.000-905.000	WATER & SEWER BILL OUTSOURCING	7,250.00		6,887.00	14,000.00	93.10%
590-536.000-921.000	CITY OF G.R.MONTHLY SEWER USAGE	130,000.00		102,844.00	160,000.00	23.08%
	(2024 To ?) 3% INCREASE					
590-536.000-922.001	WYOMING SEWER USAGE-CAP & COMM	1,500,000.00		880,246.00	1,800,000.00	20.00%
	FOOTNOTE AMOUNTS:		1,800,000.00			
	(2024 To ?) 20% INCREASE DUE TO CITY OF WYOMING INCREASING RATES					

GL NUMBER	DESCRIPTION	2023	FOOTNOTE TOTALS	2023	2024	% OF CHANGE
		APPROVED BUDGET		ACTIVITY THRU 12/31/23	RECOMMENDED BUDGET	
590-536.000-962.000	INTERFUND REIMB WITH GEN	24,000.00		12,269.00	26,000.00	8.33%
590-536.000-965.000	POSTAGE	500.00		537.00	1,100.00	120.00%
590-536.000-968.000	DEPRECIATION	1,110,000.00			1,110,000.00	0.00%
590-536.000-968.001	LOSS ON ABANDONMENT	30,000.00			30,000.00	0.00%
590-536.000-979.000	NEW FURNITURE & EQUIPMENT	500.00		736.00	500.00	0.00%
	(2024) NEW OFFICE CHAIR FOR TRACY					
Totals for dept 536.000 - SEWER		3,292,740.00		1,360,031.00	3,682,200.00	11.83%

TOTAL APPROPRIATIONS		3,292,740.00		1,408,019.00	3,775,555.00	14.66%
NET OF REVENUES/APPROPRIATIONS - FUND 590		(323,040.00)		772,911.00	(580,180.00)	Deficit
BEGINNING FUND BALANCE		47,407,385		47,407,385.00	47,084,345.00	
ENDING FUND BALANCE		47,084,345		48,180,296.00	46,503,990.00	

AS AN ENTERPRISE FUND IT IS NOT NECESSARY TO PRESENT A BALANCED BUDGET

591 WATER

WATER

		2023		2023	2024	
GL NUMBER	DESCRIPTION	APPROVED BUDGET	FOOTNOTE TOTALS	ACTIVITY THRU 12/31/23	RECOMMENDED BUDGET	% OF CHANGE
ESTIMATED REVENUES						
Dept 537.000 - WATER						
591-537.000-496.000	CONNECTION INSPECTION PERMITS	10,000.00		6,125.00	10,000.00	0.00%
591-537.000-614.000	ANNUAL HYDRANT FEES	13,600.00			14,000.00	2.94%
591-537.000-628.000	TRUNKAGE FEES	100,000.00		98,566.00	140,000.00	40.00%
591-537.000-630.000	AVAILABILITY/SERVICES	55,000.00		6,552.00	55,000.00	0.00%
591-537.000-631.000	FIRE PROTECTION SERVICE	29,000.00		21,466.00	31,000.00	6.90%
591-537.000-632.000	CAPITAL METER FEES	100,000.00		78,373.00	110,000.00	10.00%
591-537.000-633.000	USAGE SERVICE CHARGES	2,100,000.00		1,442,200.00	2,100,000.00	0.00%
591-537.000-633.001	READY TO SERVE CHARGES	645,000.00		365,602.00	645,000.00	0.00%
591-537.000-633.004	IRRIGATION	220,000.00		118,017.00	250,000.00	13.64%
591-537.000-633.006	RES CONSTRUCTION WATER USE FEE	2,000.00		1,100.00	2,500.00	25.00%
591-537.000-635.000	MISCELLANEOUS FEES	1,000.00		843.00	1,000.00	0.00%
591-537.000-658.000	PENALTIES	28,000.00		21,584.00	40,000.00	42.86%
591-537.000-658.002	ASSESSMENT PENALTIES	100.00		15.00	100.00	0.00%
591-537.000-665.005	INTEREST ON ASSESSMENTS-TRKG	4,500.00		3,881.00	4,500.00	0.00%
591-537.000-665.006	INTEREST ON INVESTMENTS-OPER	10,000.00		33,128.00	50,000.00	400.00%
591-537.000-665.009	INTEREST ON INVESTMENTS-TRKG	15,000.00		51,399.00	70,000.00	366.67%
591-537.000-675.000	SPECIAL ASSESSMENT REVENUE	20,000.00		8,804.00	20,000.00	0.00%
Totals for dept 537.000 - WATER		3,353,200.00		2,257,655.00	3,543,100.00	5.66%
TOTAL ESTIMATED REVENUES		3,353,200.00		2,257,655.00	3,543,100.00	5.66%

		2023		2023	2024	
		APPROVED	FOOTNOTE	ACTIVITY	RECOMMENDED	% OF
GL NUMBER	DESCRIPTION	BUDGET	TOTALS	THRU 12/31/23	BUDGET	CHANGE
APPROPRIATIONS						
Dept 530.000 - W/S - WAGES						
591-530.000-702.001	SALARIES & WAGES	66,320.00		42,321.00	70,000.00	5.55%
	FOOTNOTE AMOUNTS:		22,660.00			
	(2024 To ?) W/S ADMINISTRATOR					
	FOOTNOTE AMOUNTS:		25,746.00			
	(2024 To ?) W/S CLERK					
	FOOTNOTE AMOUNTS:		2,229.00			
	(2024 To ?) TREASURER					
	FOOTNOTE AMOUNTS:		6,500.00			
	(2024 To ?) MANAGER					
	FOOTNOTE AMOUNTS:		7,235.00			
	(2024 To ?) DEPUTY TREASURER					
	FOOTNOTE AMOUNTS:		2,245.00			
	(2024 To ?) FLOATER					
	GL # FOOTNOTE TOTAL:		66,615.00			
591-530.000-715.000	SOCIAL SECURITY/MEDICARE	5,100.00		3,237.00	5,355.00	5.00%
591-530.000-716.000	PENSION CONTRIBUTION	6,354.00		4,218.00	7,000.00	10.17%
591-530.000-717.000	HEALTH & LIFE INSURANCE	11,414.00		937.00	11,000.00	-3.63%
Totals for dept 530.000 - W/S - WAGES		89,188.00		50,713.00	93,355.00	4.67%

		2023	FOOTNOTE	2023	2024	% OF
GL NUMBER	DESCRIPTION	APPROVED BUDGET	TOTALS	ACTIVITY THRU 12/31/23	RECOMMENDED BUDGET	CHANGE
Dept 537.000 - WATER						
591-537.000-727.000	SUPPLIES	250.00		68.00	250.00	0.00%
591-537.000-802.000	LEGAL SERVICES	500.00			500.00	0.00%
591-537.000-803.000	CONTRACT ENGINEERING	25,000.00		22,567.00	30,000.00	20.00%
591-537.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	3,600.00		3,207.00	3,600.00	0.00%
591-537.000-817.000	MILEAGE REIMBURSEMENT	100.00			100.00	0.00%
591-537.000-830.000	BYRON/GAINES UTILITY AUTHORITY	400,000.00		307,544.00	450,000.00	12.50%
591-537.000-830.001	CAPITAL METER EXPENSE	125,000.00		64,475.00	125,000.00	0.00%
591-537.000-830.CAP	AUTHORITY CAPITAL EXPENSES	61,250.00		15,279.00	61,000.00	-0.41%
591-537.000-853.000	TELECOMMUNICATIONS	175.00			175.00	0.00%
591-537.000-900.000	PRINTING	150.00		25.00	150.00	0.00%
591-537.000-904.000	WATER QUALITY REPORT	2,500.00		1,939.00	2,500.00	0.00%
591-537.000-905.000	WATER & SEWER BILL OUTSOURCING	7,250.00		6,887.00	14,000.00	93.10%
	(2024) 2024 WILL BE OUR FIRST FULL YEAR OF OUTSOURCING THE PRINTING & POSTAGE FOR THE BILLING					
591-537.000-922.000	WYOMING USAGE BILL	1,095,000.00		773,237.00	1,550,000.00	41.55%
	(2024 To ?) 25% INCREASE DUE TO CITY OF WYOMING INCREASING RATES					
591-537.000-934.000	SENSUS MAINTENANCE	3,500.00		3,000.00	3,500.00	0.00%
591-537.000-962.000	INTERFUND REIMB WITH GEN	24,000.00		12,269.00	26,000.00	8.33%
591-537.000-965.000	POSTAGE	500.00		537.00	1,100.00	120.00%
591-537.000-968.000	DEPRECIATION	850,000.00			850,000.00	0.00%
591-537.000-979.000	NEW FURNITURE & EQUIPMENT	500.00		736.00	500.00	0.00%
	(2024) NEW OFFICE CHAIR FOR TRACY					
Totals for dept 537.000 - WATER		2,599,275.00		1,211,770.00	3,118,375.00	19.97%
TOTAL APPROPRIATIONS		2,688,463.00		1,262,483.00	3,211,730.00	19.46%
NET OF REVENUES/APPROPRIATIONS - FUND 591		664,737.00		995,172.00	331,370.00	Contingency
BEGINNING FUND BALANCE		37,885,428.00		37,885,428.00	38,550,165.00	
ENDING FUND BALANCE		38,550,165.00		38,880,600.00	38,881,710.00	

AS AN ENTERPRISE FUND IT IS NOT NECESSARY TO PRESENT A BALANCED BUDGET



8555 Kalamazoo Ave., SE
Caledonia, MI 49316

www.gainestownship.org

Phone: 616-698-6640
Fax: 616-698-2490

October 6, 2023

Gaines Township Board of Trustees
8555 Kalamazoo Ave SE
Caledonia, MI 49316

RE: October 9, 2023, Township Board Meeting

Township Board Members:

You will find that this agenda does not have quite as many items as some recent agendas. There will be two public hearings that take place during the meeting. The first will be on the text amendment defining the differences in the Office-Service (OS), Neighborhood Commercial (NC), and the General Commercial (GC) zoning districts. The second will be for the rezoning of some parcels along 68th Street in Dutton, as well as some along Division Avenue.

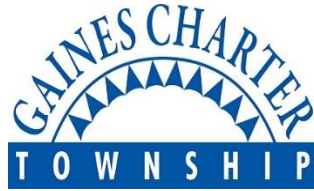
Under new business you will then consider acting on the two items above. You will be looking at the first reading of a PUD Rezoning and Final Site Plan Approval for the Brewer Park PUD. There is a draft resolution relating to maintaining local control over short term rentals, wind and solar installations, and sand and gravel mining that you will be asked to consider for approval. You will look at setting the public hearing for the 2024 budget. Lastly, you will be asked to entertain the creation of an advisory committee to work on the dissolution of the Cutlerville Fire Intergovernmental Agreement.

If you should have any questions about the budget information, please don't hesitate to reach out to me.

Best regards,

A handwritten signature in blue ink, appearing to read "Rod Weersing", is written over the typed name and title.

Rod Weersing
Township Manager



CHARTER TOWNSHIP OF GAINES

MEETING LOCATION: 8555 Kalamazoo Ave., SE, Caledonia, MI 49316

Township Board of Trustees Meeting

PRELIMINARY AGENDA

MONDAY – October 9, 2023 Upper-Level Board Room

Time: 7:00PM

- 1. Opening Prayer ~ Rob DeWard**
- 2. Pledge of Allegiance**
- 3. Call to Order and Attendance ~ Rob DeWard**
- 4. Declaration of Conflict of Interest**
- 5. Review of Consent Agenda ~ *items must be removed from the consent agenda in order to be discussed***
- 6. Approval of Agenda**
- 7. Communications ~ Informational items ~ *letters, reports, updates, etc.***
 - a. September 2023 Bldg. Dept. Revenue Report**
 - b. September 2023 Dutton Fire Report**
 - c. September 2023 Cutlerville Fire Report**
 - d. September 2023 Community Policing Officer's Report**
 - e. Treasurer's Report**
- 8. Scheduled Speakers**
- 9. Public Comments – *Public may speak regarding anything on the agenda which is NOT scheduled for a public hearing (comments limited to 3 minutes per speaker)***
- 10. Public Hearings**
 - a. Public Hearing regarding an ordinance to amend section 1.6 of the zoning ordinance and the zoning map to define the difference between Office-Service (O-S), Neighborhood Commercial (NC, and General Commercial (GC) zoning districts**
 - b. Public Hearing regarding rezoning of multiple parcels on 68th Street and Division Avenue.**

11. Consent Agenda:

a. Minutes – September 11, 2023 meeting

September 25, 2023 meeting

b. Check Registers for month of September 2023

i. General Fund (101):	\$ 176,369.54
ii. Public Safety SAD (205):	\$ 151,975.52
iii. Building Inspections (549):	\$ 9,801.46
iv. Water and Sewer (590 & 591):	\$ 54,183.87
TOTAL OF ALL FUNDS:	\$392,330.39

12. New Business

- a. Consider ~ ordinance to amend section 1.6 of the zoning ordinance and the zoning map to define the difference between Office-Service (O-S), Neighborhood Commercial (NC, and General Commercial (GC) zoning districts**
- b. Consider ~ Rezoning of multiple parcels on 68th Street and Division Avenue.**
- c. Consider ~ Brewer Park Apartments**
- d. Consider ~ A resolution expressing support to maintain local control over Local Land uses including, but not limited to short-term rentals, industrial solar installations, industrial wind turbine installations and sand and gravel mining.**
- e. Consider ~ Set public hearing for 2024 Budget**
- f. Consider ~ Formation of Cutlerville Fire Advisory Committee**

13. Public Comments ~ *On any topic (comments limited to 3 minutes per speaker)*

14. Manager's Comments

15. Supervisors Comments

16. Trustee Comments

NEXT SCHEDULED BOARD OF TRUSTEES MEETING: November 13, 2023

ANY INTERESTED PERSONS ARE INVITED TO ATTEND AND PARTICIPATE IN ALL TOWNSHIP BOARD OF TRUSTEE MEETINGS. PERSONS WITH DISABILITIES NEEDING ANYT SPECIAL ACCOMMODATIONS SHOULD CONTACT THE TOWNSHIP OFFICES ONE WEEK PRIOR TO THE MEETING TO REQUEST MOBILITY, VISUAL OR ANY OTHER ASSISTANCE.

****Preliminary Agenda – Subject to Change****

The contents of supporting documents (such as text, graphics, images, information, and references) are created and supplied by the author.



Revenue Breakdown Report

Page: 1 of 26

10/02/2023

Filter: All Records, Transaction.DateToPostOn Between 9/1/2023 12:00:00 AM AND 9/30/2023 11:59:59 PM

Unit Totals		
Unit Name	Records	Revenue
	170	54,629.00
TOTAL	170	54,629.00

Record Type Totals		
Unit:	Records	Revenue
Name	1	25.00
Permit	169	54,604.00
UNIT TOTAL:	170	54,629.00

Record Type Breakdowns		
Unit:		
Record Type: Name	Records	Revenue
	1	25.00
TOTAL:	1	25.00

Record Type: Permit	Records	Revenue
Building	30	28,706.00
Commercial Sign	1	90.00
Deck	3	390.00
Electrical	32	5,840.00
Irrigation Meter	2	175.00
Mechanical	57	10,228.00
Mobile Home Building	3	390.00
Plumbing	29	7,715.00
Residential Roofing	10	900.00
Storm Drain	2	170.00
TOTAL:	169	54,604.00

Incidents by Category and Month

Jan 01, 2022 12:00 AM to Oct 02, 2023 04:33 PM

	2023											2023		2022		
Incident Type Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct		Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	YTD % Change
1 - Fire	3	2	1	1	8	7	5	1	3	0		31	5%	34	6%	-8.82%
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	0	1	0	0	0	0	0	0	0	0		1	0%	2	0%	-50%
3 - Rescue & Emergency Medical Service Incident	39	46	54	33	42	45	39	36	66	2		402	64%	360	64%	11.67%
4 - Hazardous Condition (No Fire)	1	4	1	2	1	2	0	3	4	0		18	3%	11	2%	63.64%
5 - Service Call	4	3	5	2	3	4	3	2	1	0		27	4%	27	5%	0%
6 - Good Intent Call	10	6	7	7	5	9	10	11	13	0		78	12%	76	13%	2.63%
7 - False Alarm & False Call	9	6	3	3	8	10	12	11	12	0		74	12%	53	9%	39.62%
8 - Severe Weather & Natural Disaster	0	0	0	0	0	0	0	0	0	0		0	0%	1	0%	-100%
9 - Special Incident Type	0	0	0	0	0	0	0	0	0	0		0	0%	2	0%	-100%
Grand Total	66	68	71	48	67	77	69	64	99	2		631	100%	566	100%	11.48%

Monthly Call Volume Year over Year

Jan 01, 2022 12:00 AM to Oct 02, 2023 04:35 PM



	2023		2022		
Month Name	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	YTD % Change
January	66	10%	72	13%	-8.33%
February	68	11%	67	12%	1.49%
March	71	11%	62	11%	14.52%
April	48	8%	42	7%	14.29%
May	67	11%	68	12%	-1.47%
June	77	12%	53	9%	45.28%
July	69	11%	71	13%	-2.82%
August	64	10%	47	8%	36.17%
September	99	16%	81	14%	22.22%
October	2	0%	3	1%	-33.33%
Grand Total	631	100%	566	100%	11.48%

Aid Given and Received Summary

Jan 01, 2023 to Sep 30, 2023



Fire Department	Automatic Aid Given	% of Total Automatic Aid Given	Automatic Aid Received	% of Total Automatic Aid Received	Mutual Aid Given	% of Total Mutual Aid Given	Mutual Aid Received	% of Total Mutual Aid Received
Byron Township Fire Department	0	0%	0	0%	2	0%	0	0%
Caledonia Township Fire Department	2	0%	1	0%	3	0%	5	0%
Cascade Township Fire Department	1	0%	0	0%	0	0%	0	0%
City of Kentwood Fire Department	9	0%	4	0%	2	0%	4	0%
Cutlerville Fire Department	11	0%	5	0%	67	0%	3	0%
Leighton Township Fire Department	1	0%	0	0%	0	0%	0	0%
Overall	24	100%	10	100%	74	100%	12	100%

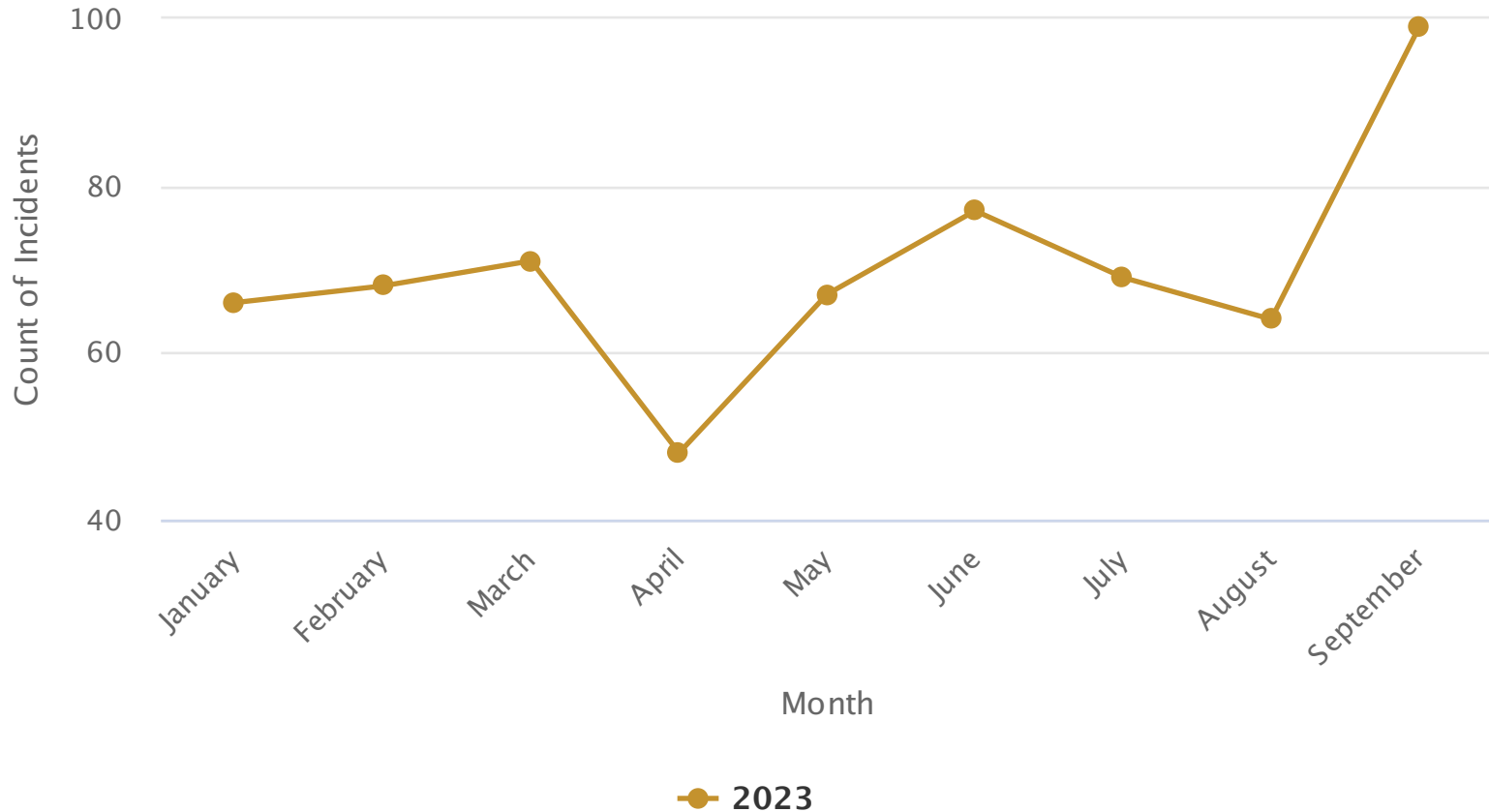
Calls in Progress

Jan 01, 2023 12:00 AM to Sep 30, 2023 11:59 PM

Calls in Progress	Occurrences	% of Occurrences	Hours	% of Hours
0 Calls In Progress	592	47.06%	6,289.32	95.99%
1 Call In Progress	628	49.92%	255.55	3.90%
2 Calls In Progress	37	2.94%	6.87	0.10%
3 Calls In Progress	1	0.08%	0.26	0%
Totals	1,258	100%	6,552	100%

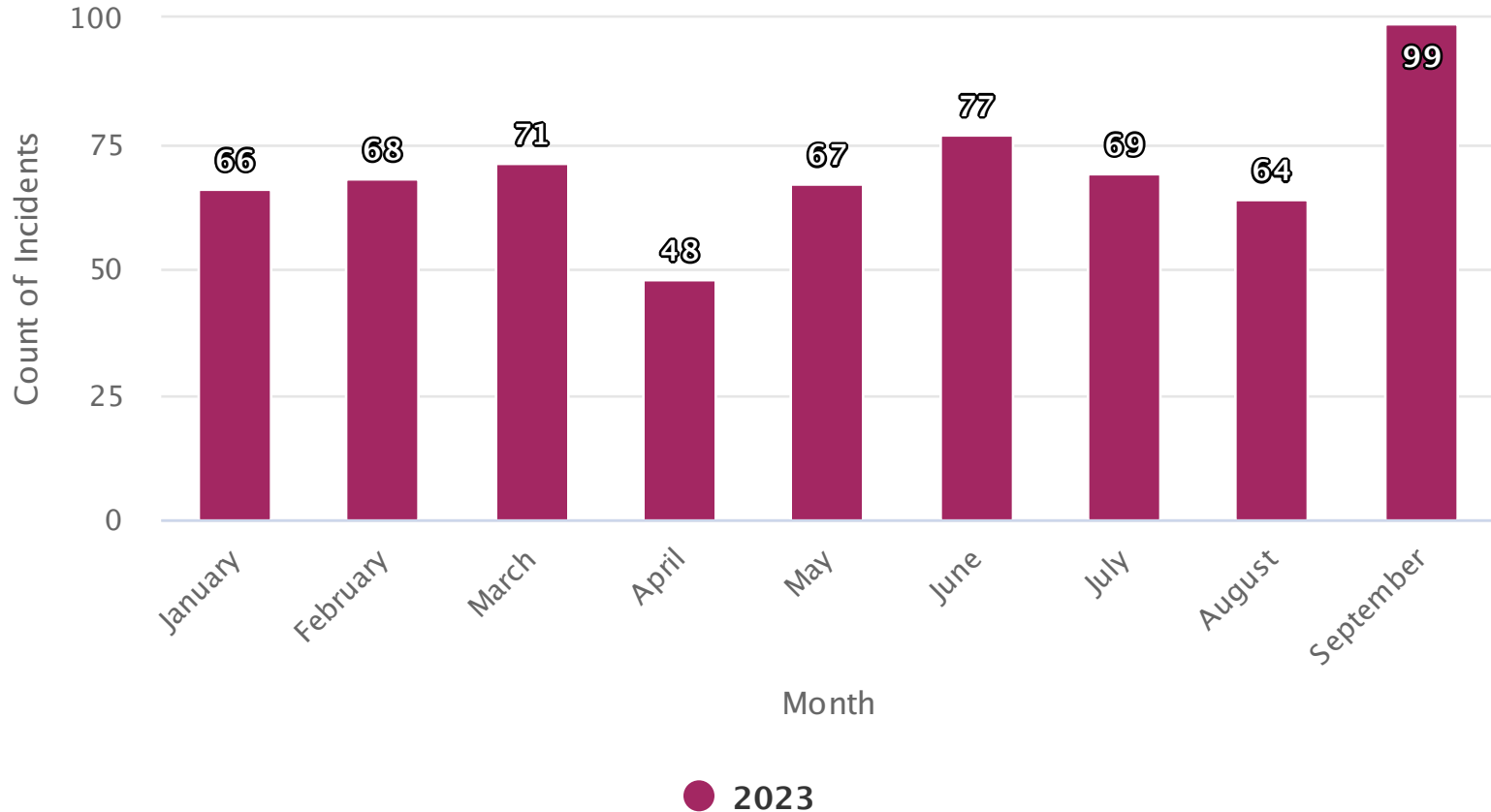
Fire Call Volume by Month

Jan 01, 2023 to Sep 30, 2023



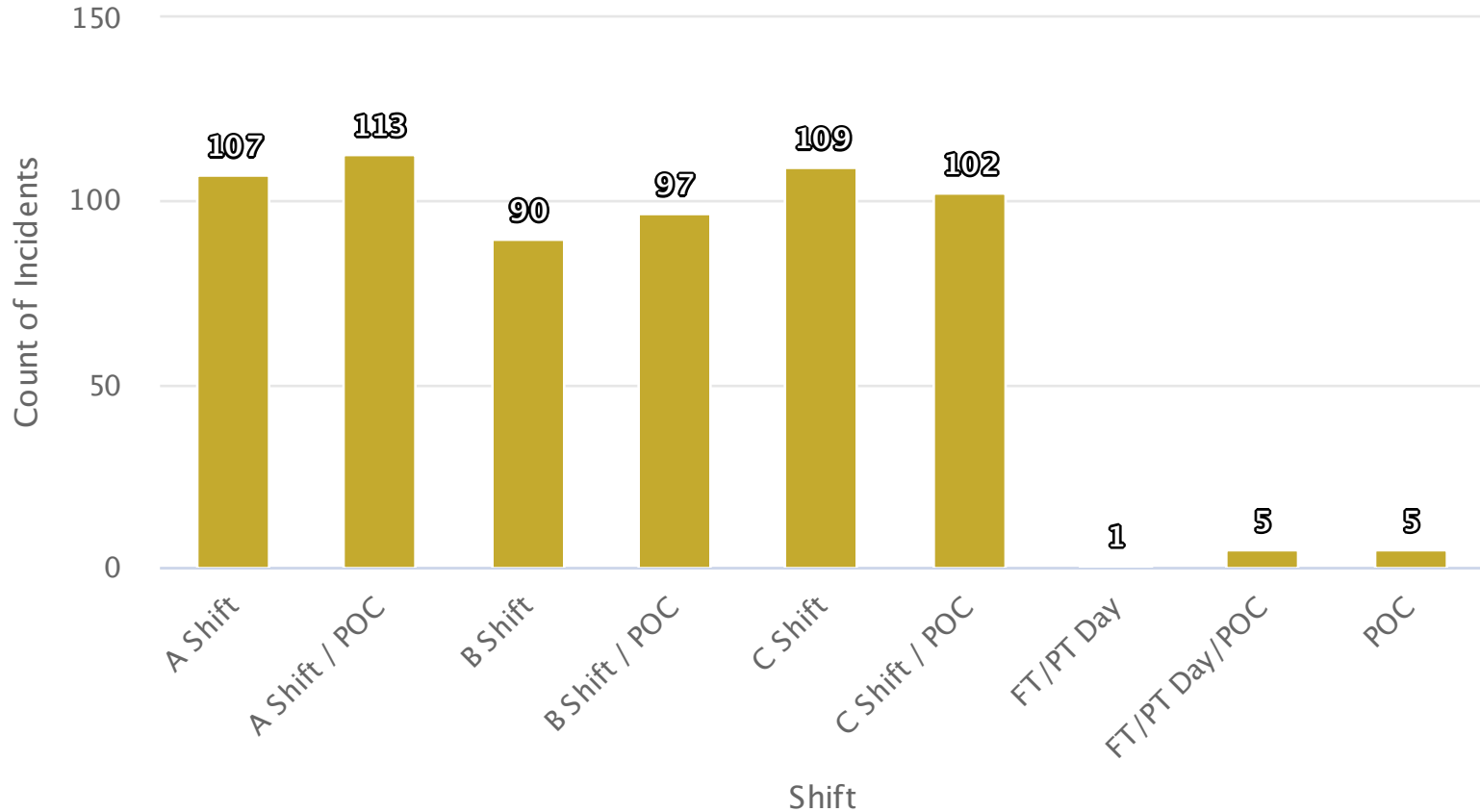
Incidents by Month

Jan 01, 2023 to Sep 30, 2023



Incidents by Shift

Jan 01, 2023 to Sep 30, 2023



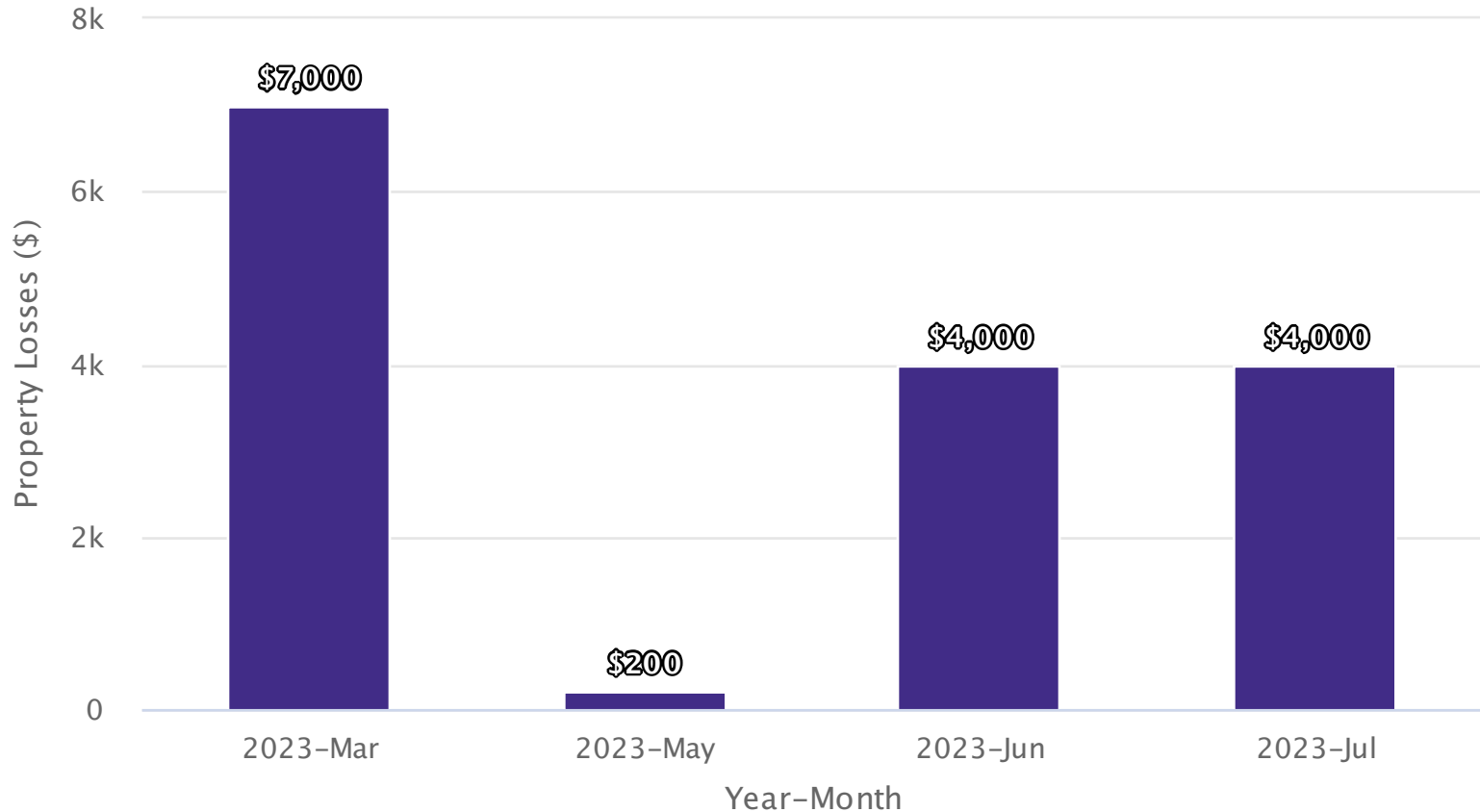
Incidents by Day and Hour

Jan 01, 2023 to Sep 30, 2023

Day of Week	Hour of Day																									
	0000	0200	0400	0600	0800	1000	1200	1400	1600	1800	2000	2200	2400	0000	0200	0400	0600	0800	1000	1200	1400	1600	1800	2000	2200	2400
Sunday	4	3	1	0	0	3	1	2	3	5	7	1	3	6	2	6	4	7	4	7	4	3	2	2		
Monday	0	1	4	0	0	1	3	3	4	3	3	5	5	4	6	5	3	6	6	2	2	6	2	1		
Tuesday	1	1	2	1	2	0	3	3	0	6	6	6	6	7	4	4	6	1	3	7	3	3	6	2		
Wednesday	2	1	3	3	3	0	0	2	5	9	9	5	6	8	5	7	3	4	5	9	5	3	4	4		
Thursday	4	2	1	1	1	1	0	5	5	4	4	11	5	3	6	10	4	9	7	8	5	5	4	3		
Friday	1	2	2	2	1	1	1	4	7	5	3	6	3	4	7	4	6	6	5	4	3	5	6	2		
Saturday	2	4	1	0	0	3	1	1	5	6	3	2	5	6	2	8	4	8	4	10	6	2	3	2		

Property Losses by Month

Jan 01, 2023 to Sep 30, 2023



Incidents by Category and Month

Jan 01, 2022 12:00 AM to Oct 02, 2023 04:20 PM

Incident Type Category	2023										2023		2022		YTD % Change
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
1 - Fire	3	9	2	3	9	15	9	1	5	0	56	3%	85	5%	-34.12%
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	0	1	0	0	1	0	0	0	1	0	3	0%	1	0%	200%
3 - Rescue & Emergency Medical Service Incident	128	115	141	127	149	145	164	124	139	3	1,235	71%	1,181	72%	4.57%
4 - Hazardous Condition (No Fire)	2	4	1	3	7	2	7	6	5	1	38	2%	31	2%	22.58%
5 - Service Call	4	1	2	2	2	10	2	2	5	1	31	2%	46	3%	-32.61%
6 - Good Intent Call	27	12	24	21	22	18	15	22	15	2	178	10%	139	9%	28.06%
7 - False Alarm & False Call	17	16	20	10	9	15	25	21	31	0	164	9%	143	9%	14.69%
8 - Severe Weather & Natural Disaster	0	0	0	0	0	0	0	1	0	0	1	0%	3	0%	-66.67%
9 - Special Incident Type	3	3	2	2	6	4	3	4	0	0	27	2%	1	0%	2,600%
Grand Total	184	161	192	168	205	209	225	181	201	7	1,733	100%	1,630	100%	6.32%

Incidents by District/Zone

Jan 01, 2022 12:00 AM to Oct 02, 2023 04:22 PM

	2023										2023		2022		
District/Zone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	YTD % Change
B1U - Byron Township	7	0	1	1	3	1	6	0	5	0	24	1%	0	0%	N/A
B2U - Byron Township	29	23	22	31	36	26	42	20	35	0	264	15%	2	20%	13,100%
B3U - Byron Township	15	8	11	13	12	10	7	8	11	1	96	6%	0	0%	N/A
B4U - Byron Township	15	24	24	5	26	31	24	19	15	1	184	11%	0	0%	N/A
B5S - Byron Township	2	0	4	0	0	1	2	1	0	0	10	1%	0	0%	N/A
B6S - Byron Township	8	14	16	11	12	14	11	16	9	0	111	6%	0	0%	N/A
B7R - Byron Township	0	0	1	1	1	4	0	3	1	0	11	1%	0	0%	N/A
B8R - Byron Township	1	1	0	0	0	0	2	1	0	0	5	0%	0	0%	N/A
Byron Township Fire	0	4	3	0	0	2	0	1	2	0	12	1%	0	0%	N/A
Dutton Fire Department	1	2	1	1	0	2	2	0	2	0	11	1%	0	0%	N/A
G1U - Gaines Township	40	20	48	41	45	43	60	43	50	4	394	23%	2	20%	19,600%
G2S - Gaines Township	20	16	16	21	20	28	18	23	11	0	173	10%	4	40%	4,225%
G3U - Gaines Township	22	23	26	15	25	19	29	19	38	0	216	12%	0	0%	N/A
G4S - Gaines Township	2	4	4	7	2	6	3	5	4	0	37	2%	1	10%	3,600%
G5S - Gaines Township	9	14	5	11	8	9	10	6	5	1	78	5%	0	0%	N/A
G6S - Gaines Township	6	1	1	1	3	0	1	4	3	0	20	1%	0	0%	N/A
G7R - Gaines Township	1	1	4	4	4	2	2	5	3	0	26	2%	0	0%	N/A
G8R - Gaines Township	1	1	1	0	0	2	0	1	1	0	7	0%	1	10%	600%
Kentwood	3	3	3	4	8	8	4	4	6	0	43	2%	0	0%	N/A
Wyoming	2	2	1	1	0	1	2	2	0	0	11	1%	0	0%	N/A
Grand Total	184	161	192	168	205	209	225	181	201	7	1,733	100%	10	100%	17,230%

Aid Given and Received Summary



Jan 01, 2023 to Sep 30, 2023

Fire Department	Automatic Aid Given	% of Total Automatic Aid Given	Automatic Aid Received	% of Total Automatic Aid Received	Mutual Aid Given	% of Total Mutual Aid Given	Mutual Aid Received	% of Total Mutual Aid Received
Byron Township Fire Department	5	0%	7	0%	3	0%	27	0%
City of Kentwood Fire Department	17	0%	18	0%	3	0%	2	0%
City of Wyoming Fire Department	3	0%	11	0%	3	0%	2	0%
Dutton Fire Department	5	0%	12	0%	3	0%	63	0%
Overall	30	100%	48	100%	12	100%	94	100%

Monthly Call Volume Year over Year

Jan 01, 2022 12:00 AM to Oct 02, 2023 04:24 PM



	2023		2022		
Month Name	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	YTD % Change
January	184	11%	166	10%	10.84%
February	161	9%	174	11%	-7.47%
March	192	11%	164	10%	17.07%
April	168	10%	180	11%	-6.67%
May	205	12%	216	13%	-5.09%
June	209	12%	176	11%	18.75%
July	225	13%	181	11%	24.31%
August	181	10%	177	11%	2.26%
September	201	12%	191	12%	5.24%
October	7	0%	5	0%	40%
Grand Total	1,733	100%	1,630	100%	6.32%

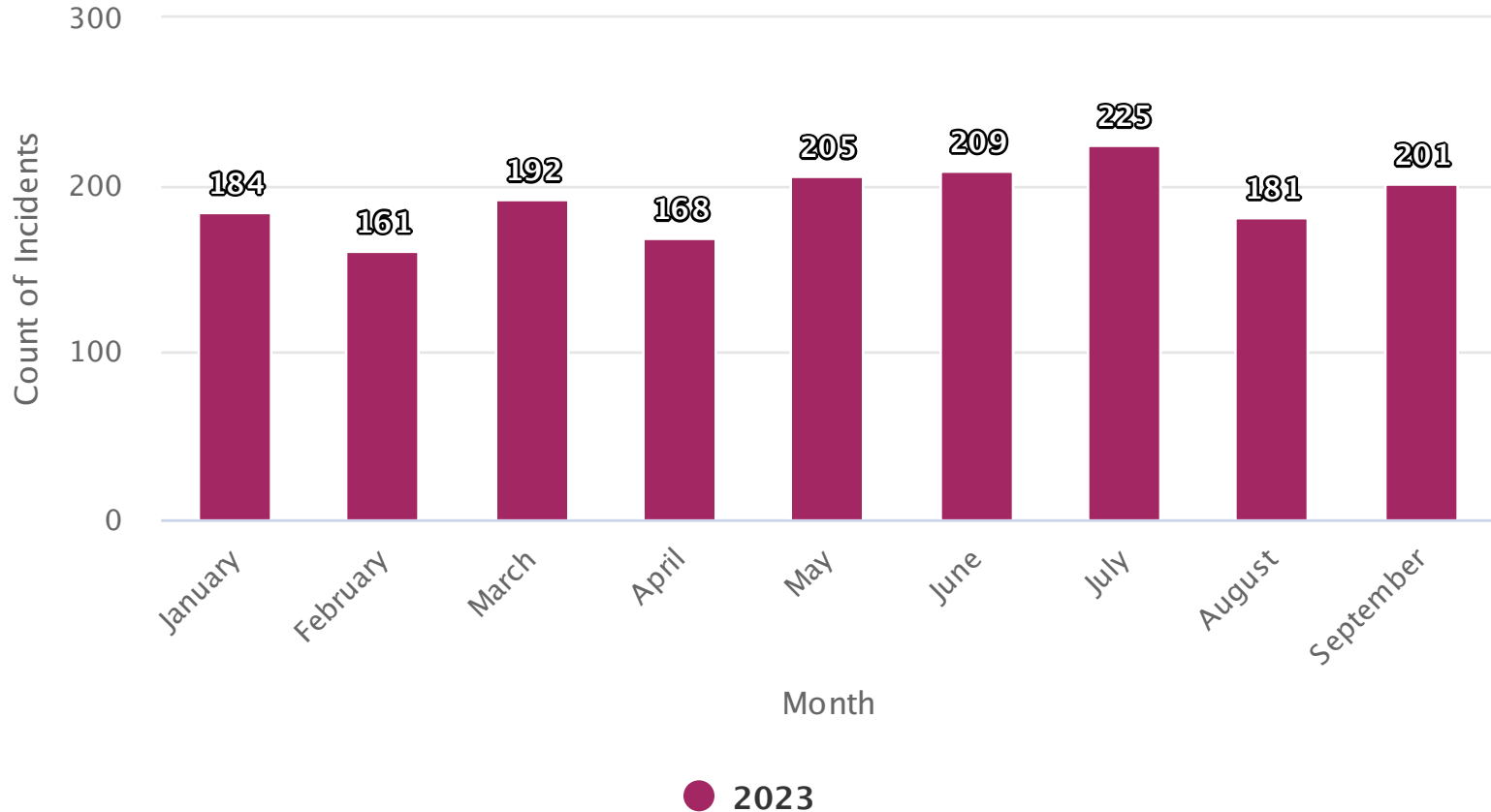
Incidents by Day and Hour

Jan 01, 2023 to Sep 30, 2023

Day of Week	Hour of Day																									
	0000	0200	0400	0600	0800	1000	1200	1400	1600	1800	2000	2200	2400	0000	0200	0400	0600	0800	1000	1200	1400	1600	1800	2000	2200	2400
Sunday	10	9	12	5	3	4	4	8	8	11	17	10	12	16	9	13	12	15	11	13	11	9	7	7		
Monday	4	4	12	2	5	6	6	9	12	8	10	17	16	13	15	14	8	20	17	11	14	15	8	7		
Tuesday	7	4	8	7	6	6	9	8	9	12	19	9	13	14	6	12	24	10	12	18	12	13	4	7		
Wednesday	7	6	2	6	2	8	4	10	10	13	14	17	13	13	9	20	12	11	10	17	13	15	12	7		
Thursday	6	8	7	2	7	3	7	10	13	8	12	16	12	17	15	18	15	15	16	9	11	6	11	12		
Friday	9	5	1	6	9	6	8	9	13	7	16	16	14	17	19	10	14	21	5	10	13	7	6	10		
Saturday	4	10	6	4	6	4	4	6	7	9	15	13	10	20	7	11	9	10	12	13	16	11	14	9		

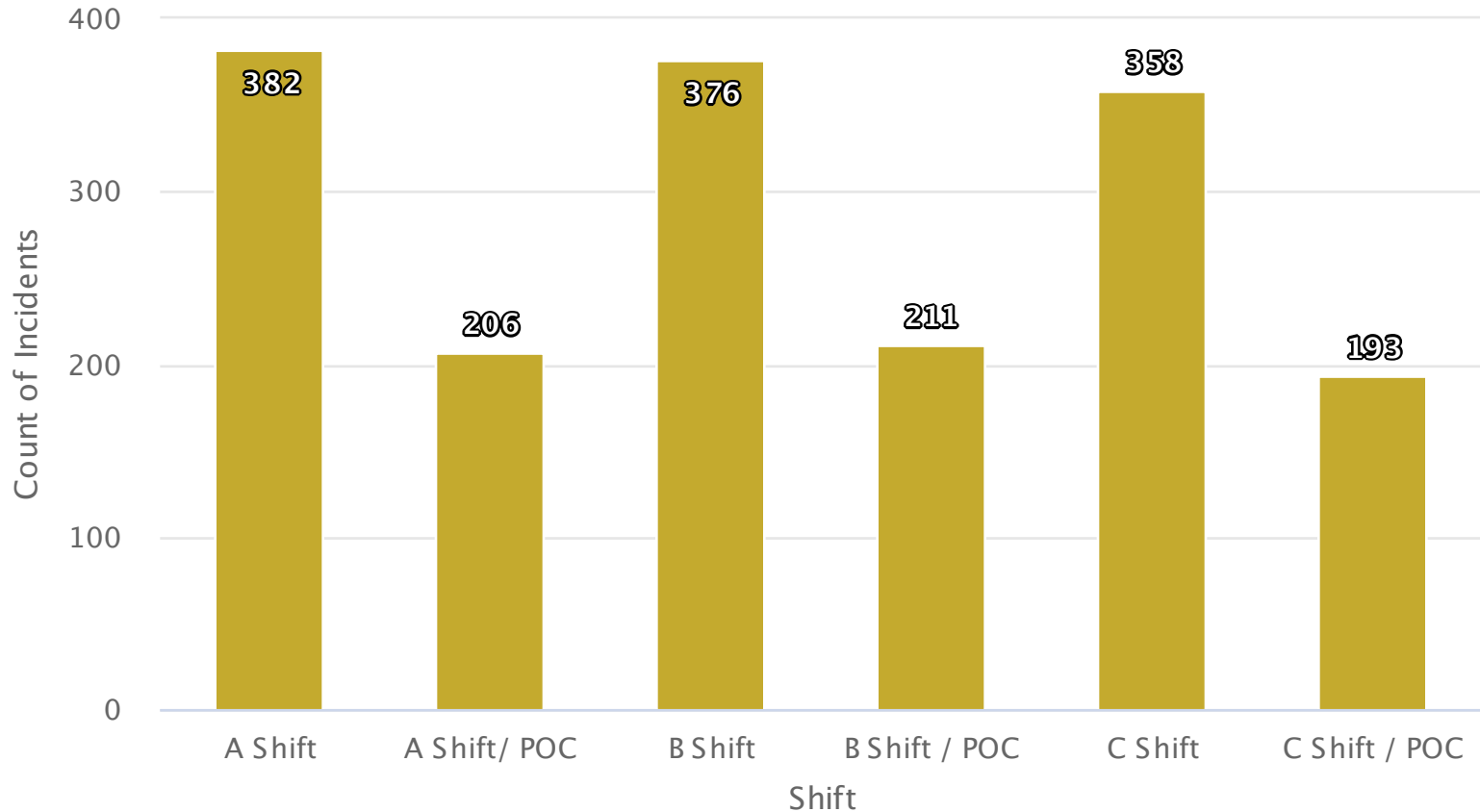
Incidents by Month

Jan 01, 2023 to Sep 30, 2023



Incidents by Shift

Jan 01, 2023 to Sep 30, 2023



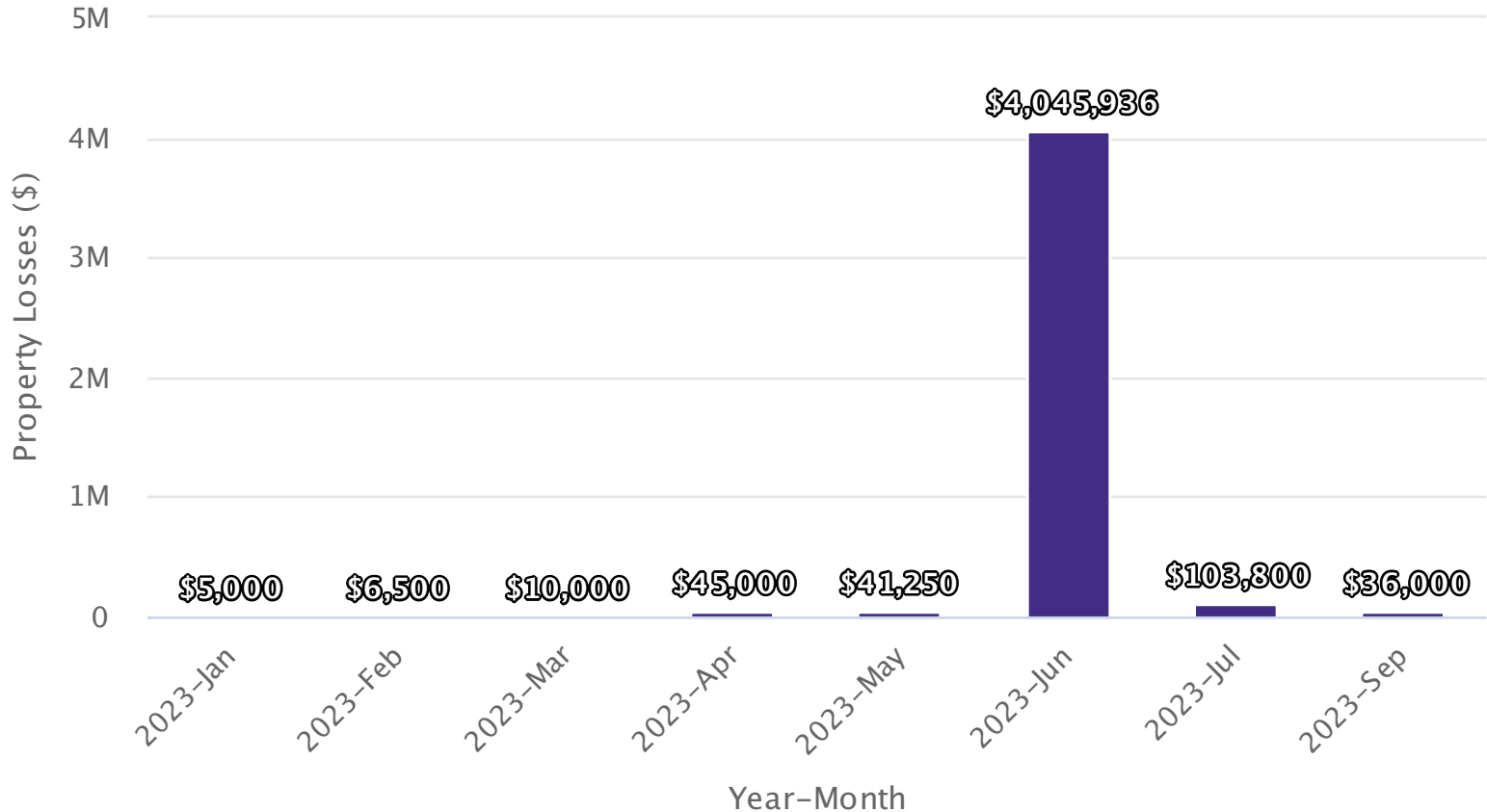
Calls in Progress

Jan 01, 2023 12:00 AM to Sep 30, 2023 11:59 PM

Calls in Progress	Occurrences	% of Occurrences	Hours	% of Hours
0 Calls In Progress	1,567	45.38%	5,968.80	91.10%
1 Call In Progress	1,721	49.84%	554.30	8.46%
2 Calls In Progress	159	4.60%	28.20	0.43%
3 Calls In Progress	6	0.17%	0.71	0.01%
Totals	3,453	100%	6,552	100%

Property Losses by Month

Jan 01, 2023 to Sep 30, 2023





Michelle LaJoye-Young
SHERIFF

Chuck DeWitt
UNDERSHERIFF

SEPTEMBER 2023 GAINES TOWNSHIP CP REPORT

COMPLETED

- Deployed the speed trailer 66th St / Paris Ave
 - Assisted with a search warrant a Woodfield (recovered a stolen gun and arrested a homicide suspect)
 - Responded to a B&E in progress on Paris Ave
 - Investigated a zoning violation 2861 84th St SE for Dan Wells
 - Looked into a sex offender issue on Hanna Lake Industrial Drive
 - Assisted a resident with a trespassing issue on Happy trails SE
 - Dealt with a homeless issue at Pine Rest
 - Investigated a zoning issue on 72nd St for Natalie
 - Dealt with a landlord tenant issue 6152 Woodfield
 - Dealt with a landlord tenant issue 100blk of S Kenbrook St
- *** Was assigned to Kentwood public Schools as the School Resource Officer for 3 weeks

ONGOING / UPCOMING

- Stevens Pointe Neighborhood meeting
- Amazon trunk or treat
- West Michigan Church Security Network Conference at Cornerstone Church
- Gaines Heritage Festival
- Attending the Crime Prevention Association of Michigan conference (16th – 20th)



GAINES CHARTER TOWNSHIP
LAURIE J LEMKE, TREASURER
CASH, INVESTMENTS; CD'S, MM AND POOL ACCOUNTS
August of 2023

Bank	Type	Amount	APR	Term	Maturity Date
101 GENERAL FUND					
Macatawa Checking	Ckg	\$ 2,921,267.28			
Sidewalk & Trails	Assigned	\$ 15,765.75			
CFD - Truck Fund	Assigned	\$ 400,000.00			
DFD - Truck Fund	Assigned	\$ 450,000.00			
Cemetery	Assigned	\$ 10,000.00			
Township Hall & Grounds	Assigned	\$ 59,800.00			
Division Ave. Improvements	Assigned	\$ 24,000.69			
Total General Fund Checking		\$ 3,880,833.72			

Macatawa MM Savings

Building Department	Committed	\$ 1,778,327.00			
Streetlights	Committed	\$ 56,622.00			
GF Investment		\$ 814,053.46			
Interest Paid to Date		\$ 63,646.44			
127409		\$ 2,712,648.90	3.82		

Investments

Kent Co. Pool - General	Pooled	\$ 384,389.88	3.02		
Michigan Class	Pooled	\$ 894,946.64	5.46		
CIBC	CD	\$ 550,000.00	5.20	365 Days	6.4.2024
Consumers Credit Union	CD	\$ 302,926.73	4.50	18 Mos.	10.4.2024
		\$ 2,132,263.25			

GENERAL FUND TOTAL \$ 8,725,745.87

Kent Co. Pool - ARPA Funds Pooled \$ 2,938,918.95 3.03

DIVISION AVE CORRIDOR	\$ 15,586.06
TRUST & AGENCY	\$ 281,065.65
TAX FUND	\$ 8,373,303.30
PETTY CASH	\$ 279.62

WATER & SEWER					
Bank		Amount	APR	Term	Maturity Date
Macatawa Bank	Checking	\$ 3,874,535.24	3.82		
Kent Co. Pool	Pooled	\$ 9,418,111.10	3.02		
Michigan Class	Pooled	\$ 1,629,062.70	5.46		
Consumers Credit Union	Share	\$ 27.74			
Consumers Credit Union	MMM	\$ 363,111.38	3.50		
Huntington Investments	Meeder PF	\$-			
Horizon	CD	\$ 1,060,054.29	4.84	150 Days	9.14.2023
Flagstar Bank	CD	\$ 250,507.14	3.50	12 Months	10.2.2023
Mercantile Bank of MI	CD	\$ 251,012.70	2.10	365 Days	10.20.2023
Flagstar Bank	CD	\$ 1,005,196.32	4.74	180 Days	11.7.2023
Flagstar Bank	CD	\$ 250,506.96	4.69	12 Months	1.5.2024
Macatawa Bank	CD	\$ 750,000.00	3.15	15 Months	2.16.2024
Grand River Bank	CD	\$ 302,862.92	4.65	12 Months	4.3.2024
West MI Community Bank	CDars	\$ 305,361.04	4.00	52 Weeks	4.4.2024
Choice One Bank	CD	\$ 251,422.02	4.33	12 Months	4.9.2024
Choice One Bank	CD	\$ 1,002,774.76	5.13	12 Months	6.1.2024
West MI Community Bank	CDars	\$ 509,065.58	4.75	52 Weeks	6.6.2024
CIBC USA Bank	CD	\$ 1,013,066.66	5.40	365 Days	8.9.2024
First National Bank of A	CD	\$ 512,744.55	4.40	18 Months	12.17.2024
West Michigan Community Bank	CD	\$ 750,000.00	0.05	365 Days	7.20.2024
Restricted W&S Fees	Committed	\$ 23,499,423.10			

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR 7:00 PM MEETING
September 11, 2023**

Present: Supervisor DeWard, Clerk Brew, Treasurer Lemke, Trustees Fryling, Haagsma, Terpstra, VanderStel

Absent with notice: None

Opening prayer was given by Board Member Lemke and the Pledge of Allegiance was recited

South Christian Madrigals sang the National Anthem

1. The meeting was called to order at 7:06 p.m. by Board Member DeWard

2. Question of Conflict of Interest

None

3. Review of the Consent Agenda.

No items were removed.

4. Meeting Agenda

Motion by Board Member Terpstra and seconded by Board Member Vander Stel to approve the proposed agenda.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

5. Communications ~ Non-action Informational Items

- a) **August 2023 Building Department Revenue Report**
- b) **August 2023 Dutton Fire Report**
- c) **August 2023 Cutlerville Fire Report**
- d) **August 2023 Community Police Officer's Report**
- e) **Treasurer's Financial Report**

6. Scheduled Speakers

None.

7. Recognition of Individuals and/or Delegations for agenda and non-agenda items.

Shirley Bruursema spoke about the Heritage Festival to be held on October 14th. She also noted that she needed a driver for the hayride.

Viola Van Salkema representing the Post Farm property with questions about the rezoning opt out.

Steven Van Laan, pertaining to the Dutton rezone and the rezoning opt out. His desire would be to restart the entire process defining how to opt out before we hold a public hearing.

8. Public Hearings

A. Special Assessment District Public Hearing

Motion by Board Member Vander Stel and seconded by Board Member Terpstra to open the public hearing on the Special Assessment District.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

No one spoke

Motion by Board Member Haagsma and seconded by Board Member VanderStel to close the public hearing on the Special Assessment District.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

B. Fireworks ordinance Public Hearing

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to open the public hearing on the Fireworks ordinance.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

No one spoke.

Motion by Board Member Vander Stel and seconded by Board Member Terpstra to close the public hearing on the Fireworks ordinance.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

C. 1801 Marketplace Drive Planned Unit Development (PUD) amendment Public Hearing

Motion by Board Member Vander Stel and seconded by Board Member Terpstra to open the public hearing on the 1801 Marketplace Drive Planned Unit Development (PUD) amendment.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

No one spoke.

Motion by Board Member Vander Stel and seconded by Board Member Terpstra to close the public hearing on the 1801 Marketplace Drive Planned Unit Development (PUD) amendment.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

9. Approval of the Consent Agenda

Motion by Board Member Haagsma and Seconded by Board Member Lemke to approve the Consent agenda, including the August 14, 2023 Township Board meeting minutes; General fund expenditures from 8/1/2023. Through 8/31/2023 totaling \$93,336.33; Public Safety Special Assessment District expenditures totaling 126,666.14; Building inspections totaling \$11,662.66; Water and sewer fund expenditures totaling \$479,137.79.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Lemke - yes, Board Member Vander Stel - yes, Board Member Terpstra - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes. Motion carried.

10. New Business

A. Rezoning of multiple parcels on 68th St. and Division Ave.

Motion by Board Member Haagsma and seconded by Board Member Terpstra to set a public hearing for October 9, 2023 for Rezoning of multiple parcels on 68th St. and Division Ave.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

B. 1801 Marketplace Drive. PUD amendment

Motion by Board Member Haagsma and seconded by Board Member Terpstra to adopt the ordinance for the 1801 Marketplace Drive. PUD amendment.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Vander Stel - yes. Motion carried.

Motion by Board Member Vander Stel and seconded by Board Member Terpstra to adopt the resolution for the 1801 Marketplace Drive. PUD amendment.

ROLL CALL VOTE: Board Member Vander Stel - yes, Board Member Terpstra - yes, Board Member Lemke - yes, Board Member Haagsma - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes. Motion carried.

C. Fireworks Ordinance Amendment

Motion by Board Member Terpstra and seconded by Board Member Haagsma to adopt the Fireworks Ordinance Amendment.

ROLL CALL VOTE: Board Member Terpstra - yes, Board Member Haagsma - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Vander Stel - yes, Board Member Lemke - yes. Motion carried.

D. SURF Internet Metro Act application

Motion by Board Member Lemke and seconded by Board Member Fryling to approve the SURF Internet Metro Act application

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Vander Stel - yes, Board Member Terpstra - yes, Board Member Haagsma - yes. Motion carried.

E. Street light at the corner of Coleman and Eastern

Motion by Board Member Fryling and seconded by Board Member Terpstra to remove the Street light at the corner of Coleman and Eastern matter from the table.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the Street light at the corner of Coleman and Eastern.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Vander Stel - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Terpstra - no, Board Member Lemke - yes, Board Member Fryling - no Motion carried.

F. Office Service - Neighborhood commercial zoning Text amendment.

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to remove the Office Service - Neighborhood commercial zoning Text amendment matter from the table.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

Motion by Board Member Haagsma and seconded by Board Member Terpstra to set a public hearing for October 9, 2023 for Office Service - Neighborhood commercial zoning Text amendment

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

G. 6965 Crystal View Utility bill relief

Motion by Board Member Haagsma and seconded by Board Member Terpstra to approve the 6965 Crystal View Utility bill relief.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member Vander Stel - yes, Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes Motion carried.

H. 1166 60th Street Utility Bill Relief

Motion by Board Member Haagsma and seconded by Board Member Terpstra to approve the 1166 60th Street Utility Bill Relief.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Vander Stel - yes Motion carried.

I. Township mileage rate for 2023

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to set the Township mileage rate for 2023.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Vander Stel - yes, Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Terpstra - yes, Motion carried.

J. Public Safety Special Assessment District (SAD) rate for 2023

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the Public Safety Special Assessment District (SAD) rate for 2023.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Vander Stel - yes, Board Member Fryling - no, Board Member DeWard - yes, Board Member Brew - yes, Board Member Terpstra - yes, Board Member Lemke - yes. Motion carried.

K. Formation of special committee regarding termination of the intergovernmental agreement with Byron Township / Cutlerville fire.

Informational discussion with no action taken.

11. Public Comments

Steven Van Laan, spoke again about the rezoning opt out. He stressed again the need for a clear written definition of what it means to opt out. He also expressed his desire to have clear written steps in order to opt out. He also wanted to define clearly how long the opt out lasts, in that, what if a property owner sells their property? Does the opt out go to the next owner or do they then have to opt out? Or will there be no provision for them to opt out.

12. Manager's comments

Gaines Charter Township was granted \$10,000 from a Michigan Fire Prevention Grant for the Dutton Fire Station.

13. Supervisor's comments.

General discussion on the appearance of the roundabout. Special note given to the number of accidents that have happened as people have tried to go straight through the roundabout. Kent County Road Commission is hoping that additional lighting, which will come later, will solve the problem.

14. Trustees comments

Questions were raised again on the Kent County Sustainable Business Park. Specifically, the brochures that township residents have been getting from the refuse companies indicate much greater cost once the Sustainable Business Park begins operation.

Township Clerk, Michael Alex Brew, introduced Ida Young as the new Clerk's Department Assistant.

15. Adjournment

Motion by Board Member Vander Stel and seconded by Board Member Fryling to adjourn the meeting at 08:56 p.m.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

Michael Brew, Clerk

Robert DeWard, Supervisor

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR 5:30 PM MEETING
September 25, 2023**

Present: Supervisor DeWard, Clerk Brew, Trustees Fryling, Haagsma, Terpstra, VanderStel

Absent with notice: Treasurer Lemke

Opening prayer was given by Board Member Haagsma and the Pledge of Allegiance was recited

1. The meeting was called to order at 5:34 p.m. by Board Member DeWard

2. Question of Conflict of Interest

None

3. Review of the Consent Agenda.

No items were removed.

4. Meeting Agenda

Motion by Board Member Vander Stel and seconded by Board Member Haagsma to approve the proposed agenda.

VOICE VOTE: 6 Aye. 0 Nay. Motion carried on voice vote.

5. Communications ~ Non-action Informational Items

None

6. Scheduled Speakers.

None

7. Recognition of Individuals and/or Delegations for agenda and non-agenda items.

Jim Uhl spoke on the Byron Township split from the Cutlerville Fire Department.

Mary Traxler, representing Cooks Crossing and Crystal Springs Homeowner Associations, spoke in support of adding additional officers

8. New Business

**A. Proposed 2024 General Fund, Public Safety, Building Inspections, Sewer, and Water
Township Budget**

9. Comments & Discussion

Various topics

10. Adjournment

Motion by Board Member Terpstra and seconded by Board Member Fryling to adjourn the meeting at 07:42 p.m.

VOICE VOTE: 6 Aye. 0 Nay. Motion carried on voice vote.

Michael Brew, Clerk

Robert DeWard, Supervisor

DRAFT

10/03/2023

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 09/01/2023 - 09/30/2023

Check Date	Bank	Check #	Payee	Description	Amount
09/01/2023	GEN 2	32718#	AMAZON CAPITAL SERVICES	DESK CHAIR	152.99
09/01/2023	GEN 2	32718	AMAZON CAPITAL SERVICES	PLATES, NOTEPADS, RUBBER FINGERS	108.38
09/01/2023	GEN 2	32718	AMAZON CAPITAL SERVICES	COLORED PAPER	135.60
09/01/2023	GEN 2	32718	AMAZON CAPITAL SERVICES	3 RING BINDERS	102.52
				CHECK GEN 2 32718 TOTAL FOR FUND 101:	499.49
09/01/2023	GEN 2	32719	BS&A SOFTWARE	PLANNING DEPARTMENT, WEBINAR TRAINING	150.00
09/01/2023	GEN 2	32720	CHARTER COMMUNICATIONS	TELECOMMUNICATIONS	15.00
09/01/2023	GEN 2	32721#	CONSUMERS ENERGY	TWP OFFICE ELECTRIC	5,899.15
09/01/2023	GEN 2	32721	CONSUMERS ENERGY	DIVISION AVENUE	84.97
09/01/2023	GEN 2	32721	CONSUMERS ENERGY	STREET LIGHTS	12,576.82
09/01/2023	GEN 2	32721	CONSUMERS ENERGY	STREET LIGHTS	25,753.75
09/01/2023	GEN 2	32721	CONSUMERS ENERGY	STREET LIGHTS	48.17
09/01/2023	GEN 2	32721	CONSUMERS ENERGY	DUTTON CEMETARY	28.96
				CHECK GEN 2 32721 TOTAL FOR FUND 101:	44,391.82
09/01/2023	GEN 2	32722	DTE ENERGY	TWP OFFICE	394.01
09/01/2023	GEN 2	32723	FIRST BANKCARD CENTER	MOVIES IN THE PARK	100.00
09/01/2023	GEN 2	32724#	FIRST BANKCARD CENTER	PIZZA, HOTEL ROOMS,	127.53
09/01/2023	GEN 2	32724	FIRST BANKCARD CENTER	PIZZA, HOTEL ROOMS,	450.58
09/01/2023	GEN 2	32724	FIRST BANKCARD CENTER	PIZZA, HOTEL ROOMS,	127.53
				CHECK GEN 2 32724 TOTAL FOR FUND 101:	705.64

09/01/2023	GEN 2	32725	FIRST BANKCARD CENTER	TOWNSHIP HALL	62.81
09/01/2023	GEN 2	32726	FIRST BANKCARD CENTER	WATER	7.18
09/01/2023	GEN 2	32727	FIRST BANKCARD CENTER	CEMETARY	571.60
09/01/2023	GEN 2	32728#	FIRST BANKCARD CENTER	MASTERS ACADEMY, OFFICE SUPPLIES, ELECTION SUPPLIES	22.83
09/01/2023	GEN 2	32728	FIRST BANKCARD CENTER	MASTERS ACADEMY, OFFICE SUPPLIES, ELECTION SUPPLIES	1,150.00
09/01/2023	GEN 2	32728	FIRST BANKCARD CENTER	MASTERS ACADEMY, OFFICE SUPPLIES, ELECTION SUPPLIES	193.96
				CHECK GEN 2 32728 TOTAL FOR FUND 101:	1,366.79
09/01/2023	GEN 2	32729	K.C. SUPERVISORS ASSOCIATION	MEMBERSHIP	115.00
09/01/2023	GEN 2	32731	MEDMUTUAL LIFE	LIFE INSURANCE	433.86
09/01/2023	GEN 2	32732	MICHAEL BREW	MILEAGE	197.81
09/01/2023	GEN 2	32733	PHASE 3 GRAPHICS	BUSINESS CARDS JIM AND KAREN	110.88
09/01/2023	GEN 2	32734	RICHMOND STAMP WORKS INC	STAMP	34.50
09/01/2023	GEN 2	32735	STERICYCLE INC.	SHREDDING	290.30
09/01/2023	GEN 2	32736#	VRIESMAN & KORHORN LLC	BLAIN CEMETARY EXPANSION	3,919.21
09/01/2023	GEN 2	32736	VRIESMAN & KORHORN LLC	STEVENS POINT TRL PED BRDG	290.05
09/01/2023	GEN 2	32736	VRIESMAN & KORHORN LLC	MISCELLANEOUS ENGINEERING	709.21
09/01/2023	GEN 2	32736	VRIESMAN & KORHORN LLC	VISION REAL ESTATE /CARBONS	218.22
09/01/2023	GEN 2	32736	VRIESMAN & KORHORN LLC	HANNA LAKE SIDEWALK	6,047.00
				CHECK GEN 2 32736 TOTAL FOR FUND 101:	11,183.69

09/10/2023	GEN 2	32738	123.NET	PHONES	251.50
09/10/2023	GEN 2	32739	AMAZON CAPITAL SERVICES	PLANNING DIVIDERS	16.10
09/10/2023	GEN 2	32740	APEX SOFTWARE	ASSESSING SOFTWARE	895.00
09/10/2023	GEN 2	32742	BUSINESS SYSTEM SOLUTIONS, INC	OFFICE, CFD DFD	3,378.00
09/10/2023	GEN 2	32742	BUSINESS SYSTEM SOLUTIONS, INC	OFFICE, CFD DFD	753.60
09/10/2023	GEN 2	32742	BUSINESS SYSTEM SOLUTIONS, INC	NEW HOST SERVER	3,324.60
				CHECK GEN 2 32742 TOTAL FOR FUND 101:	7,456.20
09/10/2023	GEN 2	32744	CINTAS CORPORATION #301	TWP OFFICE MATS	87.34
09/10/2023	GEN 2	32746#	CONSUMERS ENERGY	STREET LIGHTS	90.74
09/10/2023	GEN 2	32746	CONSUMERS ENERGY	STREET LIGHTS	85.19
09/10/2023	GEN 2	32746	CONSUMERS ENERGY	STREET LIGHTS	78.72
09/10/2023	GEN 2	32746	CONSUMERS ENERGY	CEMETARY	41.73
09/10/2023	GEN 2	32746	CONSUMERS ENERGY	CEMETARY	29.56
				CHECK GEN 2 32746 TOTAL FOR FUND 101:	325.94
09/10/2023	GEN 2	32750	EVERETT'S LANDSCAPE MANAGEMENT INC	PRAIRIE WOLF PARK	1,341.84
09/10/2023	GEN 2	32750	EVERETT'S LANDSCAPE MANAGEMENT INC	BIKE PATH	52.00
				CHECK GEN 2 32750 TOTAL FOR FUND 101:	1,393.84
09/10/2023	GEN 2	32755	GREATAMERICA FINANCIAL SERVICES	COPY RENTAL	917.00
09/10/2023	GEN 2	32756	HORIZON COMMUNITY PLANNING LLC	ZONING CODE UPDATE PROJECT	2,000.00
09/10/2023	GEN 2	32757	INTEGRITY OFFICE	NAME PLATES	37.75
09/10/2023	GEN 2	32758#	JACK'S LAWN & SNOWPLOWING, INC	TOWNSHIP OFFICE	2,333.57

09/10/2023	GEN 2	32758	JACK'S LAWN & SNOWPLOWING, INC	TOWNSHIP OFFICE	125.00
09/10/2023	GEN 2	32758	JACK'S LAWN & SNOWPLOWING, INC	LIBRARY	584.33
				CHECK GEN 2 32758 TOTAL FOR FUND 101:	3,042.90
09/10/2023	GEN 2	32759	K.C. SUPERVISORS ASSOCIATION	DEWARD MEMBERSHIP	115.00
09/10/2023	GEN 2	32761	LAMPHEAR SERVICE COMPANY INC	INSPECTIONS AND FILTER CHANGES TWP OFFICE	544.00
09/10/2023	GEN 2	32762#	MEYERS CLEANING SERVICE INC	STIP AND WAX FLOORS TWP. LIBRARY CLEANING	4,196.00
09/10/2023	GEN 2	32762	MEYERS CLEANING SERVICE INC	STIP AND WAX FLOORS TWP. LIBRARY CLEANING	1,247.80
				CHECK GEN 2 32762 TOTAL FOR FUND 101:	5,443.80
09/10/2023	GEN 2	32763#	MINER SUPPLY COMPANY	BATHROOM SUPPLIES TWP OFFICE	251.31
09/10/2023	GEN 2	32763	MINER SUPPLY COMPANY	BATHROOM SUPPLY LIBRARY	125.96
				CHECK GEN 2 32763 TOTAL FOR FUND 101:	377.27
09/10/2023	GEN 2	32764	PITNEY BOWES GLOBAL FINANCIAL SRVCS	LEASE	558.84
09/10/2023	GEN 2	32765	PIVOT POINT PARTNERS LLC	FIELD APP	3,007.25
09/10/2023	GEN 2	32766	PLUMMERS DISPOSAL SERVICE	PRAIRIE WOLF PARK	299.00
09/10/2023	GEN 2	32767#	SPRINT	PHONES	21.52
09/10/2023	GEN 2	32767	SPRINT	PHONES	21.52
09/10/2023	GEN 2	32767	SPRINT	PHONES	21.52
				CHECK GEN 2 32767 TOTAL FOR FUND 101:	64.56
09/10/2023	GEN 2	32768	STAR 2 STAR COMMUNICATIONS	TWP OFFICE	827.79
09/10/2023	GEN 2	32769	STERICYCLE INC.	SHREDDING	144.03
09/10/2023	GEN 2	32770#	T-MOBILE	TELEPHONE	43.30

09/10/2023	GEN 2	32770	T-MOBILE	TELEPHONE	21.65
09/10/2023	GEN 2	32770	T-MOBILE	TELEPHONE	30.00
09/10/2023	GEN 2	32770	T-MOBILE	TELEPHONE	126.00
09/10/2023	GEN 2	32770	T-MOBILE	TELEPHONE	21.65
09/10/2023	GEN 2	32770	T-MOBILE	TELEPHONE	43.30
				CHECK GEN 2 32770 TOTAL FOR FUND 101:	285.90
09/10/2023	GEN 2	32771#	THE SUN AND NEWS	NOTICES	197.70
09/10/2023	GEN 2	32771	THE SUN AND NEWS	NOTICES	222.00
				CHECK GEN 2 32771 TOTAL FOR FUND 101:	419.70
09/13/2023	GEN 2	32773	ALL STAR PRINTING COMPANY	MAILING LABELS	140.00
09/13/2023	GEN 2	32774#	AMAZON CAPITAL SERVICES	COFFEE, DUSTER SPRAY CAN, COFFEE FILTERS	92.97
09/13/2023	GEN 2	32774	AMAZON CAPITAL SERVICES	ELECTION PRECINCT POWER STRIPS	59.98
				CHECK GEN 2 32774 TOTAL FOR FUND 101:	152.95
09/13/2023	GEN 2	32775	AMBER VANDERMOLEN	ED DAY, BENSON, TOWNSHIP TOUR	166.37
09/13/2023	GEN 2	32776#	ARROWASTE INC	TWP OFFICE	160.94
09/13/2023	GEN 2	32776	ARROWASTE INC	BLAIN	63.80
09/13/2023	GEN 2	32776	ARROWASTE INC	LIBRARY	80.80
				CHECK GEN 2 32776 TOTAL FOR FUND 101:	305.54
09/13/2023	GEN 2	32780	CONSUMERS ENERGY	LED LIGHTS	4,453.02
09/13/2023	GEN 2	32780	CONSUMERS ENERGY	STREET LIGHTS	38,836.17
				CHECK GEN 2 32780 TOTAL FOR FUND 101:	43,289.19
09/13/2023	GEN 2	32781	CONSUMERS ENERGY	ADDITION OF COLEMAN AND EASTERN STREETLIGHT	100.00

09/13/2023	GEN 2	32782#	DELTA DENTAL	DENTAL	104.66
09/13/2023	GEN 2	32782	DELTA DENTAL	DENTAL	104.66
09/13/2023	GEN 2	32782	DELTA DENTAL	DENTAL	164.00
09/13/2023	GEN 2	32782	DELTA DENTAL	DENTAL	164.00
09/13/2023	GEN 2	32782	DELTA DENTAL	DENTAL	278.25
09/13/2023	GEN 2	32782	DELTA DENTAL	DENTAL	278.25
09/13/2023	GEN 2	32782	DELTA DENTAL	DENTAL	89.55
09/13/2023	GEN 2	32782	DELTA DENTAL	DENTAL	89.55
09/13/2023	GEN 2	32782	DELTA DENTAL	DENTAL	268.30
09/13/2023	GEN 2	32782	DELTA DENTAL	DENTAL	268.30
09/13/2023	GEN 2	32782	DELTA DENTAL	DENTAL	79.60
09/13/2023	GEN 2	32782	DELTA DENTAL	DENTAL	79.60
09/13/2023	GEN 2	32782	DELTA DENTAL	DENTAL	39.80
09/13/2023	GEN 2	32782	DELTA DENTAL	DENTAL	39.80
09/13/2023	GEN 2	32782	DELTA DENTAL	DENTAL	173.95
09/13/2023	GEN 2	32782	DELTA DENTAL	DENTAL	173.95
				CHECK GEN 2 32782 TOTAL FOR FUND 101:	2,396.22
09/13/2023	GEN 2	32784	FIRST UNUM LIFE INSURANCE COMPANY	LONG TERM SHORT TERM	1,323.41
09/13/2023	GEN 2	32785	INTEGRITY OFFICE	FILE FOLDERS	19.98
09/13/2023	GEN 2	32788	LAURIE LEMKE	MILEAGE	115.94
09/13/2023	GEN 2	32789	MEDMUTUAL LIFE	ELECTED OFFICIALS	210.00
09/13/2023	GEN 2	32791	PLUMMERS DISPOSAL SERVICE	PT AND TRASH BIN	299.00
09/22/2023	GEN 2	32795	ACCIDENT FUND	OCTOBER 2023	1,514.36
09/22/2023	GEN 2	32798#	BLOOM SLUGGETT	SPECIAL ASSESSMENT NOTICE	441.00
09/22/2023	GEN 2	32798	BLOOM SLUGGETT	CFD, ELECTIONS, PLANNING	70.50
09/22/2023	GEN 2	32798	BLOOM SLUGGETT	CFD, ELECTIONS, PLANNING	2,047.50
				CHECK GEN 2 32798 TOTAL FOR FUND 101:	2,559.00

09/22/2023	GEN 2	32799#	BLUE CROSS HSA	HEALTH	204.50
09/22/2023	GEN 2	32799	BLUE CROSS HSA	HEALTH	204.49
09/22/2023	GEN 2	32799	BLUE CROSS HSA	HEALTH	1,920.74
09/22/2023	GEN 2	32799	BLUE CROSS HSA	HEALTH	1,445.11
09/22/2023	GEN 2	32799	BLUE CROSS HSA	HEALTH	3,789.92
09/22/2023	GEN 2	32799	BLUE CROSS HSA	HEALTH	1,003.47
09/22/2023	GEN 2	32799	BLUE CROSS HSA	HEALTH	2,151.11
				CHECK GEN 2 32799 TOTAL FOR FUND 101:	10,719.34
09/22/2023	GEN 2	32800	CLARK HILL	CRYSTAL SPRINGS PROPERTY, LLC	301.52
09/22/2023	GEN 2	32801	CONTROL LOGIC OF MICHIGAN	ANNUAL SERVICE AGREEMENT	4,101.00
09/22/2023	GEN 2	32802#	DJ'S LANDSCAPE MANAGEMENT	CONTRACT MONTHLY INSTALLMENT	2,163.88
09/22/2023	GEN 2	32802	DJ'S LANDSCAPE MANAGEMENT	CONTRACT MONTHLY INSTALLMENT	181.50
				CHECK GEN 2 32802 TOTAL FOR FUND 101:	2,345.38
09/22/2023	GEN 2	32804	GAINES WATER & SEWER FUND	HYDRANT RENTAL FEE	13,980.00
09/22/2023	GEN 2	32805	GORDON WATER	TWP OFFICE	56.19
09/22/2023	GEN 2	32806#	IPM SERVICES	TWP OFFICE	42.00
09/22/2023	GEN 2	32806	IPM SERVICES	LIBRARY	25.00
				CHECK GEN 2 32806 TOTAL FOR FUND 101:	67.00
09/22/2023	GEN 2	32807	KAREN GEHRLS	KCCA METTING GRANDVILLE	9.17
09/22/2023	GEN 2	32808#	KIM TRIPLETT	CELLPHONE FLAG DROP OFF	23.79
09/22/2023	GEN 2	32808	KIM TRIPLETT	CELLPHONE FLAG DROP OFF	12.50
09/22/2023	GEN 2	32808	KIM TRIPLETT	CELLPHONE FLAG DROP OFF	23.79
09/22/2023	GEN 2	32808	KIM TRIPLETT	CELLPHONE FLAG DROP OFF	12.50
				CHECK GEN 2 32808 TOTAL FOR FUND 101:	72.58

09/22/2023	GEN 2	32809	LAKE MICHIGAN LIGHTING LLC	WOMANS RESTROOM CANISTER	549.00
09/22/2023	GEN 2	32810	MAYNARDS WATER CONDITIONING LLC	SALT	189.60
09/22/2023	GEN 2	32811	MICHAEL BREW	SEC. OF STATE ADDRESS AND KCCA MEETING	41.27
09/22/2023	GEN 2	32812	PRINTING SYSTEMS	ELECTION ENVELOPES	1,852.02
09/22/2023	GEN 2	32814	RICHMOND STAMP WORKS INC	COLOR PADS	127.42
09/22/2023	GEN 2	32815	TJ'S EXTERIOR WASH SOLUTIONS	WASHING THE ENTRANCE PARK SIGN	225.00
				Total for fund 101 GENERAL FUND	176,369.54
'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT					

10/04/2023

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 09/01/2023 - 09/30/2023

Check Date	Bank	Check #	Payee	Description	Amount
09/01/2023	GEN 2	32721	CONSUMERS ENERGY	DFD ELECTRIC	1,213.99
09/01/2023	GEN 2	32721	CONSUMERS ENERGY	DFD ELECTRIC	1,009.84
				CHECK GEN 2 32721 TOTAL FOR FUND 205:	2,223.83
09/01/2023	GEN 2	32730	KENT COUNTY TREASURER	TOWNSHIP LAW AND CP OFFICER	81,767.41
09/01/2023	GEN 2	32737#	WEX BANK	CFD DFD FUEL	1,154.79
09/01/2023	GEN 2	32737	WEX BANK	CFD DFD FUEL	41.60
				CHECK GEN 2 32737 TOTAL FOR FUND 205:	1,196.39
09/10/2023	GEN 2	32739#	AMAZON CAPITAL SERVICES	CFD TP,PAPER TOWELS,AIR FRESHNER, TOLIET CLEA	169.50
09/10/2023	GEN 2	32739	AMAZON CAPITAL SERVICES	CFD COFFEE, LAUNDRY DETERGENT, EXAM GLOVES	182.35
09/10/2023	GEN 2	32739	AMAZON CAPITAL SERVICES	DFD BATTERIES, TP, COFFEE	171.23
09/10/2023	GEN 2	32739	AMAZON CAPITAL SERVICES	DFD TV MOUNT, GLUE STICK,	11.99
09/10/2023	GEN 2	32739	AMAZON CAPITAL SERVICES	DFD PAPER TOWELS, TV SWIVEL MOUNT, AIR FRESH	76.69
09/10/2023	GEN 2	32739	AMAZON CAPITAL SERVICES	DFD ROCKER SWITCH	19.96
09/10/2023	GEN 2	32739	AMAZON CAPITAL SERVICES	DFD PAPER TOWELS, TV SWIVEL MOUNT, AIR FRESH	29.56
09/10/2023	GEN 2	32739	AMAZON CAPITAL SERVICES	DFD TV MOUNT, GLUE STICK,	171.94
09/10/2023	GEN 2	32739	AMAZON CAPITAL SERVICES	DFD SURFACE PRO	1,068.21
09/10/2023	GEN 2	32739	AMAZON CAPITAL SERVICES	DFD PAPER TOWELS, TV SWIVEL MOUNT, AIR FRESH	89.98
				CHECK GEN 2 32739 TOTAL FOR FUND 205:	1,991.41
09/10/2023	GEN 2	32741	ART'S BLADE SHARPENING	DFD	15.00

09/10/2023	GEN 2	32742#	BUSINESS SYSTEM SOLUTIONS, INC	OFFICE, CFD DFD	264.00
09/10/2023	GEN 2	32742	BUSINESS SYSTEM SOLUTIONS, INC	OFFICE, CFD DFD	1,150.40
09/10/2023	GEN 2	32742	BUSINESS SYSTEM SOLUTIONS, INC	OFFICE, CFD DFD	804.40
				CHECK GEN 2 32742 TOTAL FOR FUND 205:	2,218.80
09/10/2023	GEN 2	32743	CHERRY VALLEY STOVE & SAW	DFD CHAIN SAW	1,444.98
09/10/2023	GEN 2	32743	CHERRY VALLEY STOVE & SAW	DFD DEPTH LIMITER KIT	319.99
				CHECK GEN 2 32743 TOTAL FOR FUND 205:	1,764.97
09/10/2023	GEN 2	32745#	COMCAST	CFD	307.57
09/10/2023	GEN 2	32745	COMCAST	DFD	233.81
				CHECK GEN 2 32745 TOTAL FOR FUND 205:	541.38
09/10/2023	GEN 2	32746	CONSUMERS ENERGY	CFD	1,113.60
09/10/2023	GEN 2	32747	CUMMINS SALES AND SERVICE	CFD MAINTENANCE	449.27
09/10/2023	GEN 2	32748	DINGES PARTNERS GROUP LLC	FIRE BREAK	792.00
09/10/2023	GEN 2	32748	DINGES PARTNERS GROUP LLC	DFD SURVIVOR AND CHARGER	872.99
09/10/2023	GEN 2	32748	DINGES PARTNERS GROUP LLC	ADAPTERS AND PARTS	1,520.59
				CHECK GEN 2 32748 TOTAL FOR FUND 205:	3,185.58
09/10/2023	GEN 2	32749#	ENCOMPASS EAP LLC	CFD CONTRACT	1,300.00
09/10/2023	GEN 2	32749	ENCOMPASS EAP LLC	CFD CONTRACT	1,300.00
				CHECK GEN 2 32749 TOTAL FOR FUND 205:	2,600.00
09/10/2023	GEN 2	32751	FIRST BANKCARD CENTER	ALERT SUBSCRIPTION	315.00

09/10/2023	GEN 2	32752	FIRST BANKCARD CENTER	DOWNLUX 9X7	231.42
09/10/2023	GEN 2	32753	GAINES WATER & SEWER FUND	DFD	132.98
09/10/2023	GEN 2	32754	GORDON WATER	DFD	10.79
09/10/2023	GEN 2	32760#	KLEYN MOBILE REPAIR LLC	CFD INSPECTION	3,751.32
09/10/2023	GEN 2	32760	KLEYN MOBILE REPAIR LLC	DFD INSPECTION	6,617.87
				CHECK GEN 2 32760 TOTAL FOR FUND 205:	10,369.19
09/10/2023	GEN 2	32761	LAMPHEAR SERVICE COMPANY INC	DFD NOISY FAN	473.00
09/10/2023	GEN 2	32768	STAR 2 STAR COMMUNICATIONS	DFD	460.01
09/10/2023	GEN 2	32770#	T-MOBILE	TELEPHONE	43.30
09/10/2023	GEN 2	32770	T-MOBILE	TELEPHONE	72.65
				CHECK GEN 2 32770 TOTAL FOR FUND 205:	115.95
09/10/2023	GEN 2	32772	WEX BANK	DFD	1,459.65
09/13/2023	GEN 2	32774#	AMAZON CAPITAL SERVICES	CFD WET DRY VAC, COFFEE	62.49
09/13/2023	GEN 2	32774	AMAZON CAPITAL SERVICES	CFD WET DRY VAC, COFFEE	137.84
09/13/2023	GEN 2	32774	AMAZON CAPITAL SERVICES	DFD HDMI CABLE	12.33
				CHECK GEN 2 32774 TOTAL FOR FUND 205:	212.66
09/13/2023	GEN 2	32776#	ARROWASTE INC	CFD	120.47
09/13/2023	GEN 2	32776	ARROWASTE INC	DFD	53.52

				CHECK GEN 2 32776 TOTAL FOR FUND 205:	173.99
09/13/2023	GEN 2	32777	AUTOZONE	CFD WIPER BLADE	37.38
09/13/2023	GEN 2	32778	BOUND TREE MEDICAL LLC	CFD OXYGEN PACK, MEDIC PACK	1,059.56
09/13/2023	GEN 2	32778	BOUND TREE MEDICAL LLC	CFD BANDAGES, TAPE, TEST STRIPS, OB KIT,	117.41
09/13/2023	GEN 2	32778	BOUND TREE MEDICAL LLC	CFD DEFIBRILLATOR PAD	167.96
09/13/2023	GEN 2	32778	BOUND TREE MEDICAL LLC	CFD CATHETER, OB KIT, BLOOD PRESSURE UNIT,	48.14
				CHECK GEN 2 32778 TOTAL FOR FUND 205:	1,393.07
09/13/2023	GEN 2	32779	BUSINESS SYSTEM SOLUTIONS, INC	CFD HOST SERVER	5,549.99
09/13/2023	GEN 2	32782#	DELTA DENTAL	DENTAL	678.48
09/13/2023	GEN 2	32782	DELTA DENTAL	DENTAL	718.28
09/13/2023	GEN 2	32782	DELTA DENTAL	DENTAL	524.80
09/13/2023	GEN 2	32782	DELTA DENTAL	DENTAL	524.80
				CHECK GEN 2 32782 TOTAL FOR FUND 205:	2,446.36
09/13/2023	GEN 2	32783	EASTERN FIRE	DFD	593.30
09/13/2023	GEN 2	32786	KLEYN MOBILE REPAIR LLC	DFD	1,008.41
09/13/2023	GEN 2	32787	LAMPHEAR SERVICE COMPANY INC	DFD CHANGED BIRD SCREEN	951.75
09/13/2023	GEN 2	32790#	MENARDS- WYOMING	OIL DRY CFD	159.80
09/13/2023	GEN 2	32790	MENARDS- WYOMING	DFD 4 WAY TOGGLE, WEED AND GRASS CONCENTR/	3.69
09/13/2023	GEN 2	32790	MENARDS- WYOMING	DFD 4 WAY TOGGLE, WEED AND GRASS CONCENTR/	91.96
				CHECK GEN 2 32790 TOTAL FOR FUND 205:	255.45

09/13/2023	GEN 2	32792	RICHFIELD TRAILER SUPPLY	LP GAS	16.38
09/13/2023	GEN 2	32793	SAFEWARE INC	BOTTLE GAS	192.36
09/13/2023	GEN 2	32794	WONDERLAND TIRE COMPANY	DFD TIRES	1,242.96
09/22/2023	GEN 2	32795#	ACCIDENT FUND	OCTOBER 2023	2,713.23
09/22/2023	GEN 2	32795	ACCIDENT FUND	OCTOBER 2023	2,082.25
				CHECK GEN 2 32795 TOTAL FOR FUND 205:	4,795.48
09/22/2023	GEN 2	32796#	AMAZON CAPITAL SERVICES	BATTERIES	67.00
09/22/2023	GEN 2	32796	AMAZON CAPITAL SERVICES	PRINTER PAPER	39.99
09/22/2023	GEN 2	32796	AMAZON CAPITAL SERVICES	SHIRT	70.00
09/22/2023	GEN 2	32796	AMAZON CAPITAL SERVICES	SURGE PROTECTORS	344.77
				CHECK GEN 2 32796 TOTAL FOR FUND 205:	521.76
09/22/2023	GEN 2	32798	BLOOM SLUGGETT	CFD, ELECTIONS, PLANNING	5,825.50
09/22/2023	GEN 2	32799#	BLUE CROSS HSA	HEALTH	6,204.01
09/22/2023	GEN 2	32799	BLUE CROSS HSA	HEALTH	7,796.65
				CHECK GEN 2 32799 TOTAL FOR FUND 205:	14,000.66
09/22/2023	GEN 2	32803	DTE ENERGY	DFD	72.43
09/22/2023	GEN 2	32806#	IPM SERVICES	CFD	25.00
09/22/2023	GEN 2	32806	IPM SERVICES	DFD	25.00

CHECK GEN 2 32806 TOTAL FOR FUND 205:
Total for fund 205 PUBLIC SAFETY SAD

50.00
151,975.52

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

10/04/2023

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 09/01/2023 - 09/30/2023

Check Date	Bank	Check #	Payee	Description	Amount
09/01/2023	GEN 2	32719	BS&A SOFTWARE	BUILDING DEPARTMENT WEBINAR TRAINING	150.00
09/01/2023	GEN 2	32724	FIRST BANKCARD CENTER	PIZZA, HOTEL ROOMS,	148.20
09/10/2023	GEN 2	32739	AMAZON CAPITAL SERVICES	BUILDING SORTER, DRY ERASE MARKER HOLDER	41.17
09/10/2023	GEN 2	32770	T-MOBILE	TELEPHONE	43.30
09/13/2023	GEN 2	32785	INTEGRITY OFFICE	FILE FOLDERS	39.96
09/22/2023	GEN 2	32797	APPLIED INNOVTION	INSTALED PURGE UNIT	666.91
09/22/2023	GEN 2	32799	BLUE CROSS HSA	HEALTH	2,951.92
09/22/2023	GEN 2	32813	PROFESSIONAL CODE INSPECTIONS INC	INSPECTIONS	5,760.00
				Total for fund 549 BUILDING INSPECTIONS DEPT	9,801.46

Check Date	Check	Vendor Name	Description	Amount
Bank WSCK2 WATER/SEWER CHECKING				
09/14/2023	5726	BYRON GAINES UTILITY AUTHORITY	AUG 23 GR SEWER USAGE	13,252.87
			AUG 23 OP EXP PAYROLL	40,593.41
				<u>53,846.28</u>
09/14/2023	5727	EXTEND YOUR REACH	SEPT BILLS	337.59
WSCK2 TOTALS:				
Total of 2 Checks:				54,183.87
Less 0 Void Checks:				0.00
Total of 2 Disbursements:				<u>54,183.87</u>



MEMO

Staff Communication

DATE: October 9th, 2023

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director

RE: Zoning Text Amendment– Chapter 8: Office Service, Neighborhood Commercial, and General Commercial Zoning

SUMMARY OF TOPIC:

Staff is requesting that the Board of Trustees consider a text amendment to the Gaines Charter Township Zoning Ordinance regarding “Chapter 8: Office and Commercial Zoning Districts” to bring it into alignment with the 2023 Master Plan.

Both the “Permitted Uses” and “Development Standards” were reviewed for each zoning category and draft changes have been made where Staff believes adjustments are necessary. In general, only a few changes have been made to the Office-Service and General Commercial sections, most changes have been in the Neighborhood Commercial category.

Previously the Neighborhood Commercial zoning has been very similar to the General Commercial with a few differences, Staff has attempted to draw clearer differences between the two and orient Neighborhood Commercial to be accessible for residents by foot, bike or auto, while General Commercial serves as the regional business model typically accessed by auto. Neighborhood Commercial will be used in instances where mixed uses are called for in combination with residential neighborhoods.

These changes are based on the desires of Township residents for better access to retail and services without having to constantly drive to Gaines Marketplace or Tanger Outlets for every necessary item. Staff has attempted to balance the realities of auto-based retail economics with making easier and more pleasant pedestrian and wheeled physical connections in areas adjacent to residential areas and in areas that will likely see residential growth in the foreseeable future.

Generally, we attempted to look to historical and existing development within the Township to inform suggested changes. For example, the Cutlerville area was developed in the 1930s and 1940s and was laid out for pedestrian access to businesses that were adjacent to homes, as automobiles were not yet ubiquitous. This compact, mixed-use development type served as a model for Neighborhood Commercial.

In terms of uses, the current zoning ordinance does not recognize some new types of business as services (e.g. brewpubs and electric vehicle charging stations), so Staff has added some new categories and clarified some others. Also under review were the various use categories and what level of review might be necessary to permit that use, whether permitted “by right”, special use permit (SUP), or prohibited.

Summaries of the Master Plan descriptions of each zoning category are below.

The Master Plan states Neighborhood Commercial development should have several key elements:

- Building facades should be set close to the front lot line for easy access from the sidewalk, while leaving some room for outdoor amenities or landscaping.
- Entries should be placed to the primary street for easy pedestrian access and parking lots should be placed to the side or rear of the front building façade.
- Parking lots should be small scale and incorporate pedestrian infrastructure access to the business.
- Exterior finishes should be materials found in the surrounding neighborhoods such as wood, brick, or stone, and windows should be featured prominently on façades facing sidewalks and streets.
- Site improvements that encourage the use of alternative forms of transportation (e.g., bike racks, transit shelters).

“If parking lots already exist in the front of the business, then fencing, vegetation, or walls should be installed to screen the parking lot during building improvements or site redevelopment. If located adjacent to LDR or RR uses, NC buildings must be designed with a picturesque architectural style that fits with rural character with a pitched roof (e.g., craftsman, prairie, farmhouse architectural styles are all relevant guides).”

The Master Plan states General Commercial is:

“... intended for generalized commercial activities including all highway commercial, regional based retail, and general business activities that service other businesses as well as the public. Associated parking for General Retail and Services will not have minimum standards, but will rely on market determination of need, and shared or public parking.”

Health and Workplace (applies to Office-Service in the ordinance)

“This land use designation seeks to provide medical, professional service, technical and related office uses both to serve the area's residents and in

support of the growing industrial development in the township. It may include senior housing and assisted living facilities as well.”

Proposed alterations to the zoning ordinance Intent & Purpose section are as follows:

1. Changed the “C-1” and “C-2” names to “NC” & “GC” which is easier to remember.
2. Intent and Purpose; added language based on Master Plan.

Proposed alterations to the “Permitted Uses” section:

- Clinics; specified types for clarity.
- Brewpub & Small Distiller; added categories and scale based on state license definitions.
- Financial Institutions; added three requirements in NC only. The requirements are intended to limit drive lanes interrupting pedestrian environment.
- Grocery; divided these based on square footage with the cutoff 12,000 SF. Allows smaller grocery stores in NC, but limits the size of larger grocery operations and large parking lots to GC.
- Hotel; similar to grocery, allows smaller operations in NC but limits larger hotels to GC only.
- Vehicle Charging Stations; added category, SUP required.
- Vehicle washes; Currently allowed, would not be permitted in NC. Still permitted in GC.
- Emergency Medical Centers; suggest allowing in GC with SUP.
- Culture Venue; new category, replaces “Assembly Hall”, limited to 500 seats, SUP review and must be located on an arterial for traffic.
- Gas Station; Currently allowed with SUP, would not be permitted in NC. Still permitted in GC.
- Theaters; defined as >500 seats as opposed to smaller theaters <500 seats.
- Accessory structures associated with primary use; added category.
- High Density Residential horizontally mixed with commercial/retail; added category with recommended review.

Proposed alterations to the “Development Standards” Section:

Front Yard Setbacks; reduced to 25 feet for O-S, zero for NC, 25 feet for GC. They were formerly all 50 feet, which was typically dedicated to storefront parking lots. This will enable moving parking to the side and rear.

Side Yard, General; In NC reduced to zero if desired (with adequate fire wall), 5 feet minimum otherwise (requirement under fire code). 15 feet remains the standard for O-S and GC.

Side yard, Adjacent to Residential; reduced NC to 25 from 50 feet.

Street Side of a Corner Lot; Reduced NC to zero feet.

Rear Yard, Adjacent to Residential, reduced NC to 25 feet.

Section 8.5 Additional Standards for NC

New section related to how buildings should be laid out in NC. Parking lots go to rear & side, not front.

Added design guidelines regarding building materials and some physical layout standards.

Require multi-mode connections (e.g. sidewalks).

FINANCIAL IMPACT:

The text amendment is not anticipated to have a financial impact on the Township.

BUDGET ACTION REQUIRED:

N/A.

PROCESS:

The Planning Commission has reviewed the proposed text amendment and held a public hearing. The Planning Commission recommended the Township Board of Trustees consider approval of the amendment to the zoning ordinance.

STAFF RECOMMENDATION:

Staff recommends that the Township Board approve the proposed text amendment to bring the zoning ordinance into alignment with the Master Plan.

CHAPTER 8 Office and Commercial Zoning Districts

Section 8.1 Intent and Purpose

This Chapter presents the regulations of three Zoning Districts: the “O-S” Office Service, the “NC” Neighborhood Commercial and the “GC” General Commercial. The intent of these districts is to provide for the orderly development of these uses to meet the retail, service and employment needs of the Township’s residents and surrounding areas.

A. Office Service (O-S): The Office Service Zoning District is intended for professional and business offices. It allows service, medical, technical, and related office uses both to serve the area’s residents and in support of the industrial developments of the Township.

B. Neighborhood Commercial (NC): The Neighborhood Commercial Zoning District is intended to encourage a complementary mixed of uses, to ensure that neighborhood commercial areas are compatible with adjacent residential neighborhoods and that transitions between the two are harmonious and accessible by a variety of mobility types. The uses in this district should be designed to provide goods and services primarily to meet the needs of the immediate neighborhood.

C. General Commercial (GC): The General Commercial zoning district is intended for more generalized commercial activities including office, highway commercial, regional and community-based retail, and general business activities that service other businesses as well as the public.

Section 8.2 Table of Permitted Uses

The following abbreviations apply to the Table of Permitted Uses:

P: The use is permitted by right in the district

SUP: The use is allowed only if the Planning Commission grants a Special Use Permit for it after finding it meets applicable standards in this chapter and Chapter 19.

NP: The use is not allowed at all in the district.

Zoning District				
Use	Office-Service (OS)	Neighborhood Commercial (NC)	General Commercial (GC)	Additional Requirements
Office				
Clinics, Outpatient Medical or Veterinary	P	P	P	
Offices, without the sale of goods	P	P	P	
Service				
Bed and Breakfasts	SUP	SUP	SUP	See Section 19.9(E)
Brewpub (≤ 12,000 barrels per year) or Small Distiller (≤ 60,000 gallons per year)	NP	SUP	P	
Contractors	SUP	NP	P	
Financial Institutions	P	P*	P	*For NC the following apply: 1. Primary Arterial Street access Required

Zoning District				
Use	Office-Service (OS)	Neighborhood Commercial (NC)	General Commercial (GC)	Additional Requirements
				2. Primary façade must be 70% of street facing elevation. 3. Drive-thrus and access lanes are not permitted between street facing building elevation and sidewalks.
Fitness Facility	P	P	P	
Funeral Home and Mortuary	P	P	P	
Grocery, with or without Pharmacy <12,000 SF	NP	P	P	
Grocery, with or without Pharmacy >12,000 SF	NP	NP	P	
Hotels and Motels > 15 rooms	NP	NP	P	
Hotels and Motels ≤ 15 rooms	P	P	P	
Personal Service Establishments	P	P	P	
Radio & Television Stations	P	NP	NP	
Studios for instruction, such as dance or music	P	P	P	
Vehicle Charging Stations	SUP	SUP	SUP	
Vehicle Repair, Major	NP	NP	P	Parcel must be located a minimum of 150 feet from Residential or Agricultural zoned parcel.
Vehicle Repair, Minor	NP	NP	P	
Vehicle Washes	NP	NP	P	
Institutional, Recreational, and Utilities				
Colleges and Universities	SUP	SUP	SUP	
Emergency Medical Centers	P	NP	SUP	
Hospitals	SUP	NP	NP	
Municipal and Public Service Activities	SUP	SUP	SUP	
Culture Venue (500 seats max., assembly, film, music, lecture)	SUP	SUP	SUP	Primary Road Access Required
Nursing Homes	SUP	SUP	SUP	
Places of Religious Worship	SUP	SUP	SUP	See Section 19.9(G).
Private Schools	P	P	P	- Principal access must be from a primary arterial street or collector street. - The minimum setback for both side and rear yards is 50 feet. - Maximum lot coverage of all buildings or structures is 35%.

Zoning District				
Use	Office-Service (OS)	Neighborhood Commercial (NC)	General Commercial (GC)	Additional Requirements
Public Utilities	SUP	SUP	SUP	
Child Day Care Center	SUP	SUP	SUP	See Chapter 19 (T).
		Retail		
Gasoline Service Station	NP	NP	SUP	Primary Arterial Street Access Required
Restaurants, without drive-thru	NP	P	P	
Restaurants, with drive-thru	NP	NP	P	
Retail <12,000 SF	NP	P	P	
Retail >12,000 SF	NP	NP	P	
Wholesale Establishments	NP	NP	SUP	
Theatres >500 seats	NP	NP	P	
Vehicle Sales	NP	NP	P	
Other Uses				
Family Child Day Care Home (Existing Non-Conforming Single-Family Dwelling)	P	P	P	
Group Child Day Care Home (Existing Non-Conforming Single-Family Dwelling)	SUP	SUP	SUP	
Accessory structures and uses customarily incidental to the above permitted uses	SUP	SUP	SUP	• All Development Standards of 8.3 apply • May not exceed the primary use square footage
Residential R-3 development mixed with commercial use on a single parcel	SUP	SUP	NP	
Residential uses when located above the first floor of a permitted use, with a minimum floor area as determined in Section 7.3	SUP	P	NP	

Section 8.3 Development Standards

Development Standard	Zoning District			Other Requirements
	Office Service (OS)	Neighborhood Commercial (NC)	General Commercial (GC)	
Minimum Lot Area	N/A	N/A	N/A	
Minimum Lot Width	100 Feet	N/A	N/A	

Front Yard Setback	25 feet	0 feet	25 feet	Or the average of existing front yards within 200' on the same side of the street if lesser than the required setback.
Side Yard, General	15	Zero with fire protection, or minimum of 5 feet (can include parking)	15	
Side yard, adjacent to residential	50 feet	25 feet	50 feet	
Street side of a corner lot	25 feet	0 feet	25 feet	
Rear Yard, General	25 feet	25 feet	25 feet	
Rear Yard, adjacent to residential	50 feet	25 feet	50 feet	
Maximum Building Height	35 feet or 2.5 stories, whichever is less.			

Section 8.4 Additional Standards for O-S, NC, and GC Zoning Districts

A. Outdoor Activity: Except for automobile parking and off-street parking, all business, service or processing shall be conducted wholly within a completely enclosed building, unless approved in advance as part of the Site Plan Review process.

B. Outdoor Storage:

- i. Any outdoor storage of materials or equipment shall only be permitted in areas approved in advance as part of the Site Plan Review process.
- ii. Materials or equipment must be screened from the view of neighboring properties or from a street through the use of an approved landscaped screen, wall or solid fence. Materials or equipment cannot be visible above the screening.
- iii. Outdoor storage is not permitted in any setback that is adjacent to an "R" district or to a primary arterial street.

Section 8.5 Additional Standards for Neighborhood Commercial Zoning District

A. Parking lots: Must be located to the side or rear of the street facing façade.

- Parking lots over 24 spaces must be screened from sidewalks and roads with three-foot-high landscaping or structures compatible with primary site structures, e.g., walls, opaque fence, art installations, or other methods that meet this intent.
- Divide the parking area into "pods" of rows separated by landscaped islands for snow storage and allowing pedestrian circulation.

B. Building Materials

- i. On the first story of street facing façades wall materials must consist of brick, stone, wood, or fiber cement siding. Vinyl siding is permitted above the first floor/first story.
- ii. Buildings must have a minimum of one functional entry for every 60 feet of façade along the front lot line, and 100 feet of façade along side lot lines, or fraction thereof, along sidewalks.
- iii. Any ground floor building façade along a street must exhibit 40% clear glass windows on the ground floor.

C. Layout for new Construction

- i. Sidewalks at front elevation shall be 10 feet in width, site furniture/planters/surface utilities restricted to 0-4 feet from curb (leaves 6 feet of clear space).
- ii. On-street parking enabled on private roads, and on public roads where possible, no parking minimums required. Shared parking shall be enabled where possible.
- iii. Safe bike use enabled through the use of dedicated bikes lanes, etc.

D. Pedestrian pathways connecting residential and OS/NC/GC areas is required, e.g. sidewalks along streets, or dedicated pathways.

**GAINES CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN
(ORDINANCE NO. ____)**

At a _____ meeting of the Township Board for Gaines Charter Township held at the Township offices on _____, 2023, beginning at ____ p.m., the following Ordinance was offered for adoption by Township Board Member _____, and was seconded by Township Board Member _____:

**AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF GAINES
CHARTER TOWNSHIP REGARDING THE OFFICE AND
COMMERCIAL ZONING DISTRICTS**

THE CHARTER TOWNSHIP OF GAINES (the "Township") ORDAINS:

Section 1. Chapter 8. Chapter 8 of the Gaines Charter Township Zoning Ordinance is repealed in its entirety, and shall be replaced with the following:

**Chapter 8
Office and Commercial Zoning Districts**

Section 8.1 Intent and Purpose

A. **Office Service (O-S):** The Office Service Zoning District is intended for professional and business offices. It allows service, medical, technical and related office uses both to serve the area's residents and in support of the industrial developments of the Township.

B. **Neighborhood Commercial (NC):** The Neighborhood Commercial Zoning District is intended to encourage a complementary mixed of uses, to ensure that neighborhood commercial areas are compatible with adjacent residential neighborhoods and that transitions between the two are harmonious and accessible by a variety of mobility types. The uses in this district should be designed to provide goods and services primarily to meet the needs of the immediate neighborhood.

C. **General Commercial (GC):** The General Commercial zoning district is intended for more generalized commercial activities including office, highway commercial, regional and community-based retail, and general business activities that service other businesses as well as the public.

Section 8.2 Table of Permitted Uses

The following abbreviations apply to the Table of Permitted Uses:

P: The use is permitted by right in the district

SUP: The use is allowed only if the Planning Commission grants a Special Use Permit for it after finding it meets applicable standards in this chapter and Chapter 19.

NP: The use is not allowed at all in the district.

Zoning District				
Use	Office-Service (OS)	Neighborhood Commercial (NC)	General Commercial (GC)	Additional Requirements
Office				
Clinics, Outpatient Medical or Veterinary	P	P	P	
Offices, without the sale of goods	P	P	P	
Service				
Bed and Breakfasts	SUP	SUP	SUP	See Section 19.9(E)
Brewpub ($\leq 12,000$ barrels per year) or Small Distiller ($\leq 60,000$ gallons per year)	NP	SUP	P	
Contractors	SUP	NP	NP	
Financial Institutions	P	P*	P	*For NC the following apply: 1. Primary Arterial Street access Required 2. Primary façade must be 70% of street facing elevation. 3. Drive-thrus and access lanes are not permitted between street facing building elevation and sidewalks.
Fitness Facility	P	P	P	
Funeral Home and Mortuary	P	P	P	
Grocery, with or without Pharmacy <12,000 SF	NP	P	P	

Zoning District				
Use	Office-Service (OS)	Neighborhood Commercial (NC)	General Commercial (GC)	Additional Requirements
Grocery, with or without Pharmacy >12,000 SF	NP	SUP	P	
Hotels and Motels > 15 rooms	NP	NP	P	
Hotels and Motels ≤ 15 rooms	P	P	P	
Personal Service Establishments	P	P	P	
Radio & Television Stations	P	NP	NP	
Studios for instruction, such as dance or music	P	P	P	
Vehicle Charging Stations	SUP	SUP	P	
Vehicle Repair, Major	NP	NP	P	Parcel must be located a minimum of 150 feet from Residential or Agricultural zoned parcel.
Vehicle Repair, Minor	NP	SUP	P	
Vehicle Washes	NP	NP	P	
Institutional, Recreational, and Utilities				
Colleges and Universities	SUP	SUP	SUP	
Emergency Medical Centers	P	NP	SUP	
Hospitals	SUP	NP	NP	
Municipal and Public Service Activities	SUP	SUP	SUP	
Culture Venue (500 seats max., assembly, film, music, lecture)	SUP	SUP	SUP	Primary Road Access Required
Nursing Homes	SUP	SUP	SUP	
Places of Religious Worship	SUP	SUP	SUP	See Section 19.9(G).
Private Schools	P	P	P	• Principal access must be from a

Zoning District				
Use	Office-Service (OS)	Neighborhood Commercial (NC)	General Commercial (GC)	Additional Requirements
				primary arterial street or collector street. • The minimum setback for both side and rear yards is 50 feet. • Maximum lot coverage of all buildings or structures is 35%.
Public Utilities	SUP	SUP	SUP	
Child Day Care Center	SUP	SUP	SUP	See Chapter 19 (T).
		Retail		
Gasoline Service Station	NP	NP	SUP	Primary Arterial Street Access Required
Restaurants, without drive-thru	NP	P	P	
Restaurants, with drive-thru	NP	NP	P	
Retail <12,000 SF	NP	P	P	
Retail >12,000 SF	NP	NP	P	
Wholesale Establishments	NP	NP	SUP	
Theatres	NP	NP	P	
Vehicle Sales	NP	NP	P	
Other Uses				
Family Child Day Care Home (Existing Non-Conforming Single-Family Dwelling)	P	P	P	
Group Child Day Care Home (Existing Non-Conforming Single-Family Dwelling)	SUP	SUP	SUP	
Accessory structures and uses customarily	SUP	SUP	SUP	• All Development Standards of 8.3 apply

Zoning District				
Use	Office-Service (OS)	Neighborhood Commercial (NC)	General Commercial (GC)	Additional Requirements
incidental to the above permitted uses				• May not exceed the primary use square footage
Residential R-3 development mixed with commercial use on a single parcel	SUP	SUP	NP	
Residential uses when located above the first floor of a permitted use, with a minimum floor area as determined in Section 7.3	SUP	P	NP	

Section 8.3 Development Standards

Development Standard	Zoning District			Other Requirements
	Office Service (OS)	Neighborhood Commercial (NC)	General Commercial (GC)	
Minimum Lot Area	N/A	N/A	N/A	
Minimum Lot Width	100 Feet	N/A	N/A	
Front Yard Setback	25 feet	0 feet	25 feet	Or the average of existing front yards within 200' on the same side of the street if lesser than the required setback.
Side Yard, General	15	Zero with fire protection, or minimum of 5 and maximum of 10 feet from property line	15	
Side yard, adjacent to residential	50 feet	25 feet	50 feet	

Street side of a corner lot	25 feet	0 feet	25 feet	
Rear Yard, General	25 feet	25 feet	25 feet	
Rear Yard, adjacent to residential	50 feet	25 feet	50 feet	
Maximum Building Height	35 feet or 2.5 stories, whichever is less.			

Section 8.4 Additional Standards for O-S, NC, and GC Zoning Districts

A. Outdoor Activity: Except for automobile parking and off-street parking, all business, service or processing shall be conducted wholly within a completely enclosed building, unless approved in advance as part of the Site Plan Review process.

B. Outdoor Storage:

- i. Any outdoor storage of materials or equipment shall only be permitted in areas approved in advance as part of the Site Plan Review process.
- ii. Materials or equipment must be screened from the view of neighboring properties or from a street through the use of an approved landscaped screen, wall or solid fence. Materials or equipment cannot be visible above the screening.
- iii. Outdoor storage is not permitted in any setback that is adjacent to an “R” district or to a primary arterial street.

Section 8.5 Additional Standards for Neighborhood Commercial Zoning District

A. Parking lots: Must be located to the side or rear of the street facing façade.

- Parking lots over 24 spaces must be screened from sidewalks and roads with three-foot-high landscaping or structures compatible with primary site structures, e.g., walls, opaque fence, art installations, or other methods that meet this intent.
- Divide the parking area into “pods” of rows separated by landscaped islands for snow storage and allowing pedestrian circulation.

B. Building Materials

- i. On the first story of street facing façades wall materials must consist of brick, stone, wood, or fiber cement siding. Vinyl siding is permitted above the first floor/first story.

- ii. Buildings must have a minimum of one functional entry for every 60 feet of façade along the front lot line, and 100 feet of façade along side lot lines, or fraction thereof, along sidewalks.
- iii. Any ground floor building façade along a street must exhibit 40% clear glass windows on the ground floor.

C. Layout for new Construction

- i. Sidewalks at front elevation shall be 10 feet in width, site furniture/planters/surface utilities restricted to 0-4 feet from curb (leaves 6 feet of clear space).
- ii. On-street parking enabled on private roads, and on public roads where possible, no parking minimums required. Shared parking shall be enabled where possible.
- iii. Safe bike use enabled through the use of dedicated bikes lanes, etc.

D. Pedestrian pathways connecting residential and OS/NC/GC areas is required, e.g. sidewalks along streets, or dedicated pathways.

Section 2. Effective Date. This Ordinance shall become effective seven (7) days after its publication (or a summary hereof) in a newspaper of general circulation within the Township.

The vote in favor of this Ordinance was as follows:

YEAS: _____

 NAYS: _____

 ABSENT/ABSTAIN: _____

ORDINANCE DECLARED ADOPTED/DENIED

CERTIFICATION

I hereby certify that the above is a true copy of an Ordinance adopted by the Township Board for Gaines Charter Township at the time, date, and place specified above pursuant to the required statutory procedures.

Respectfully submitted,

By _____

Michael Brew

Gaines Charter Township Clerk



MEMO

Staff Communication

DATE: October 9th, 2023

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director; Natalie Davenport, Assistant Planner

RE: Dutton & Division Corridor – Rezoning Request – General Commercial (C-2) to Neighborhood Commercial (C-1)

SUMMARY OF TOPIC:

Based on the vision for Dutton and Cutlerville areas outlined in the Master Plan to be Village Center and Residential Retail respectively, staff has prepared a list of properties in these areas that are currently General Commercial (GC) to be rezoned to Neighborhood Commercial (NC).

Neighborhood Commercial is identified in the Master Plan as compatible with adjacent residential uses, while General Commercial is not. Considering the proximity of residential neighborhoods in Cutlerville, and planned residential growth of Dutton, the application of NC in these areas will create fewer nuisance conflicts in the long run due to the less intensive business uses allowed in NC.

General Commercial zoning is common along road facing parcels along Division from M-6 to 76th Street and on both sides of 68th Street in Dutton, but that zoning category has led to uses that conflict with historic development patterns that were pedestrian scale and primarily served the surrounding neighborhoods. An example of this is the creation of large parking lots in the front and side yards that create an unappealing pedestrian environment. By applying the NC zoning, over time new development will be enabled to reinforce the smaller scale retail and commercial aspects of the neighborhoods which is in line with the vision for these areas outlined in the Master Plan since 2002.

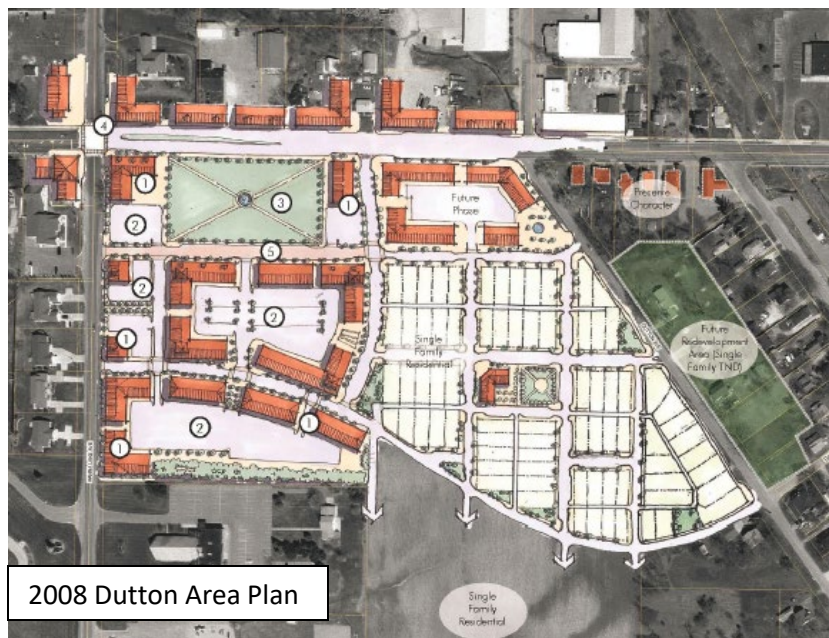
From the Master Plan Neighborhood Commercial is described thus:

Small scale and designed to provide goods, restaurants, and services primarily to meet the needs of the immediate neighborhood and township residents. Facilities

will be developed in harmony with the area's natural features and in a scale and form to encourage pedestrian and multi-modal access and to minimize auto-pedestrian conflicts. Modifications to existing roadways may require traffic calming and safety measures to fulfill this. Associated parking for Neighborhood Commercial will not have minimum standards, but will rely on market determination of need, and shared or public parking. (pg. 53)

Historically, this was the pattern of development in both the Dutton area and along Division until the 1950s when automobile infrastructure (e.g. wider travel lanes, wide medians, large parking lots) became prevalent. Rezoning the proposed parcels to NC will enable redevelopment and uses that are more in keeping with existing development patterns.

Since the Master Plan in 2008, Dutton has been planned to be redeveloped as a Village Center. Several goals and policies were defined in that Master Plan including;



- Promote mixed use development in traditional development patterns, and cluster and single-family development to provide a range of housing choices to attract workers to the area.
- Create a “village center” along 68th Street that builds on the historic character of Dutton.
- Provide businesses, entertainment, dining, cultural and recreation opportunities within the Dutton area to serve the workers and residents.

- Promote mixed use development near and/or within the same buildings including commercial, office and residential uses.
- Promote compact, “traditional neighborhood” development and row houses near the historical center of Dutton. Encourage these neighborhoods to integrate with existing Dutton.
- Consider ordinances, guidelines and incentives for redevelopment that result in preserving and enhancing Dutton’s village character.
- Integrate new residential and commercial areas into existing Dutton to capitalize on its unique village character.

Despite the vision developed in 2008, no action has been taken to zone the area in Dutton to match the vision, and redevelopment in that manner has been minimal.

Staff has included REGIS maps of the Division Avenue Corridor and the Dutton neighborhood along 68th Street; the parcels highlighted in pink (enclosed) provide a visual representation of the parcels that are subject to the rezoning.

For a list of specific changes that NC designation would include, Board members are encouraged to review the memo “Zoning Text Amendment– Chapter 8: Office Service, Neighborhood Commercial, and General Commercial Zoning” related to the text amendment currently under consideration.

STANDARDS OF REVIEW

The request has been reviewed using the applicable review standards of Section 27.4, Review Standards for Amendments, which states:

In reviewing an application for the rezoning of land, whether the application is made without or with an offer of conditions (as in a conditional rezoning request), factors that should be considered by the Planning Commission and the Township Board include, but are not limited to, the following:

A. *Whether the proposed rezoning is consistent with the policies and uses proposed for that area in the Township’s Master Land Use Plan;*

Meets standard. The 2023 Future Land Use Plan designates these parcels as either Retail Residential (in Cutlerville) or Village Center (in Dutton), both mixed use categories that integrate NC with adjacent and/or integrated residential uses.

Given that the proposed rezoning of the parcels is consistent with the Future Land Use Plan and Master Plan, this standard is met.

B. *Whether all of the uses and structures allowed under the proposed rezoning would be compatible with other zones and uses in the surrounding area;*

Meets standard. The Dutton and Division Corridors have been commercial areas for over one hundred years and were originally established as pedestrian oriented commercial corridors. In Cutlerville relatively dense neighborhoods are adjacent to commercial properties lining Division. An NC designation will allow uses that are more compatible with residential use in that proximity than GC. Dutton is poised to have an influx of residential growth; NC will be more compatible with it in the long run.

C. *Whether any public services and facilities would be significantly adversely impacted by a development or use allowed under the requested rezoning;*

Meets standard. All public services and facilities are currently available for commercial use and would not be adversely affected by the rezoning from General to Neighborhood Commercial.

D. *Whether the proposed zoning would be reasonable;*

Meets standard. The proposed rezonings are reasonable as both areas are planned for continued commercial development, and the NC designation is a better fit to integrate with residential uses. Also note that when landowners requested to remain GC, their wishes have been respected.

E. *Whether circumstances in the area have changed;*

Meets standard. These areas of Dutton and Division Avenue have been commercial in nature for over a hundred years. The Division corridor has been a very stable business area but has seen very little reinvestment over the last 20 years. Dutton will see an influx of residents over the next ten years as the Thornapple Farms subdivision will include at least 170 new homes.

F. Whether the uses allowed under the proposed rezoning would be equally or better suited to the area than uses allowed under the current zoning of the land.

Meets standard. The uses under Neighborhood Commercial versus General Commercial are similar except that car washes, general contractors, and gas stations would not be allowed or would become non-conforming on the rezoned parcels. NC uses are generally more compatible than GC to be located adjacent to residential uses as they have lower audial and visual nuisance qualities.

BUDGET ACTION REQUIRED:

N/A.

RECOMMENDATION:

On August 24th, 2023, the Planning Commission recommended the Township Board of Trustees approve the rezoning of the parcels based on the standards of 27.4 being met.

In general, Staff recommends that the Township Board rezone the listed properties from General Commercial to Neighborhood Commercial to bring them in line with the Master Plan.

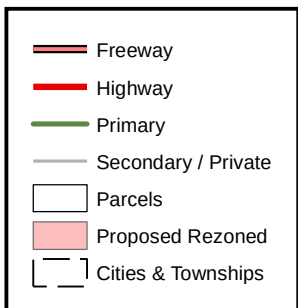
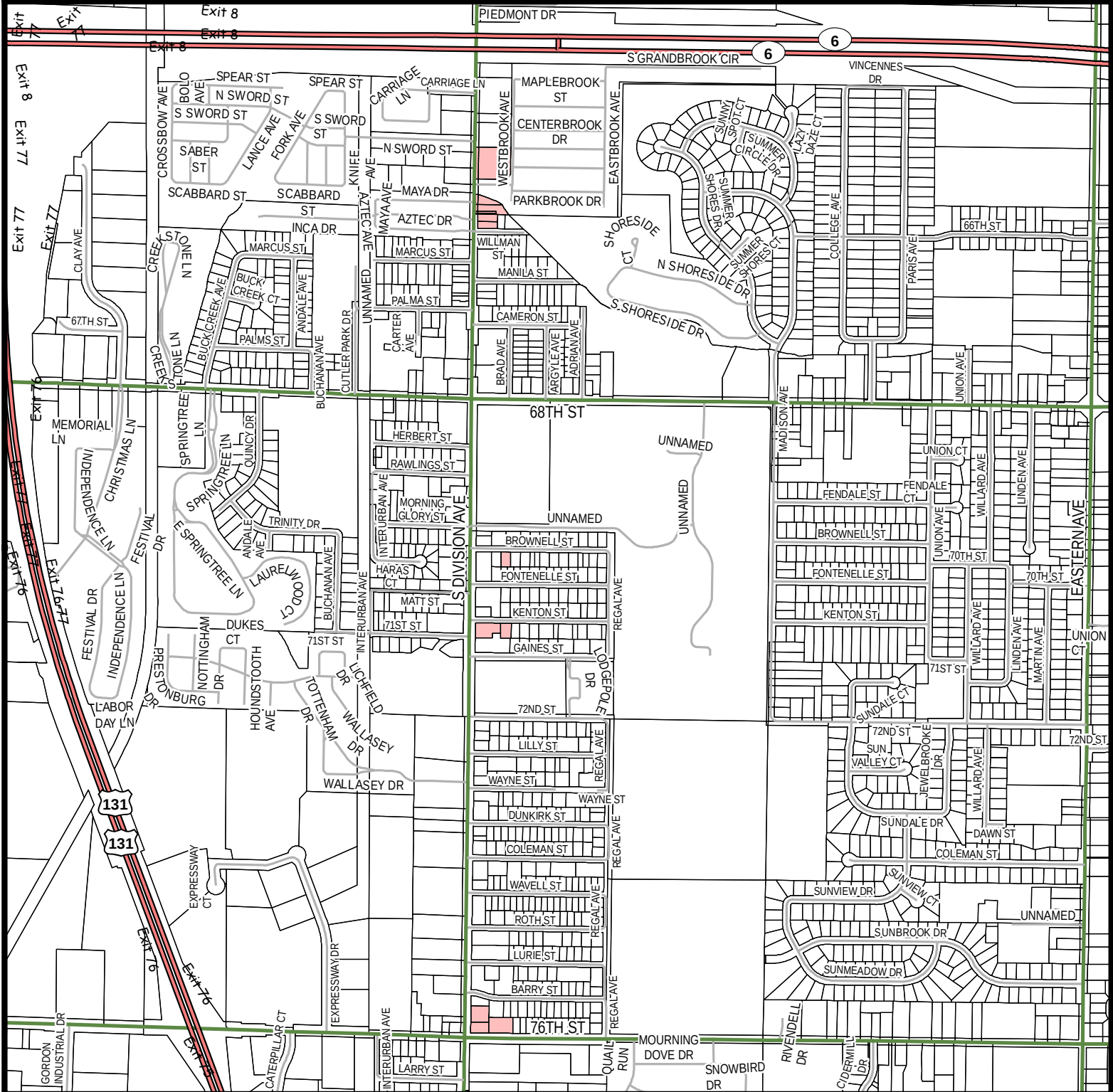
Along Division Avenue, redevelopment will be enabled along segments of the corridor that fit the historic retail patterns and will consolidate NC zoning between Brownell and Gaines Street, and at the northeast corner of 76th.

With the planned development of the Thornapple Farms subdivision, Dutton is on the cusp of major changes and the Board must consider whether to rezone the recommended properties or leave them in the current zoning category. Rezoning the properties would enable development and redevelopment to occur in keeping with the Master Plan. If the existing GC parcels are not rezoned to NC, it is a reasonable assumption that this stretch of 68th will become more like Kalamazoo in the 60th to 68th Street corridor than follow it's historical development pattern.

If the Board desires to rezone some of the properties but not others, Staff would like the Board to consider rezoning the northern 9.83 acres of 3316 68th Street SE at the minimum so that the vision for a mixed-use village center that has been planned for the area since 2008 would be assured. This is the only instance where Staff recommends rezoning to NC and the owners are requesting to remain in their current zoning; Residential-10, Office-Service, and a sliver of GC. If the zoning remains the same, it is likely that this parcel will be subject to single family residential development and the vision for a village center will not come to fruition. It is also an option to rezone some of the properties but not others.

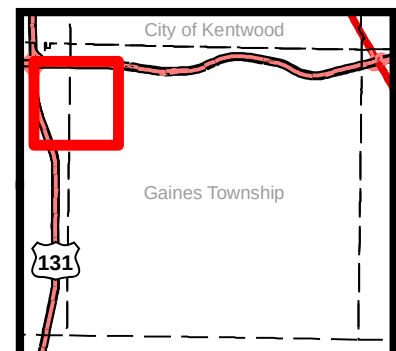
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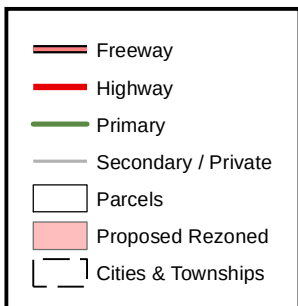
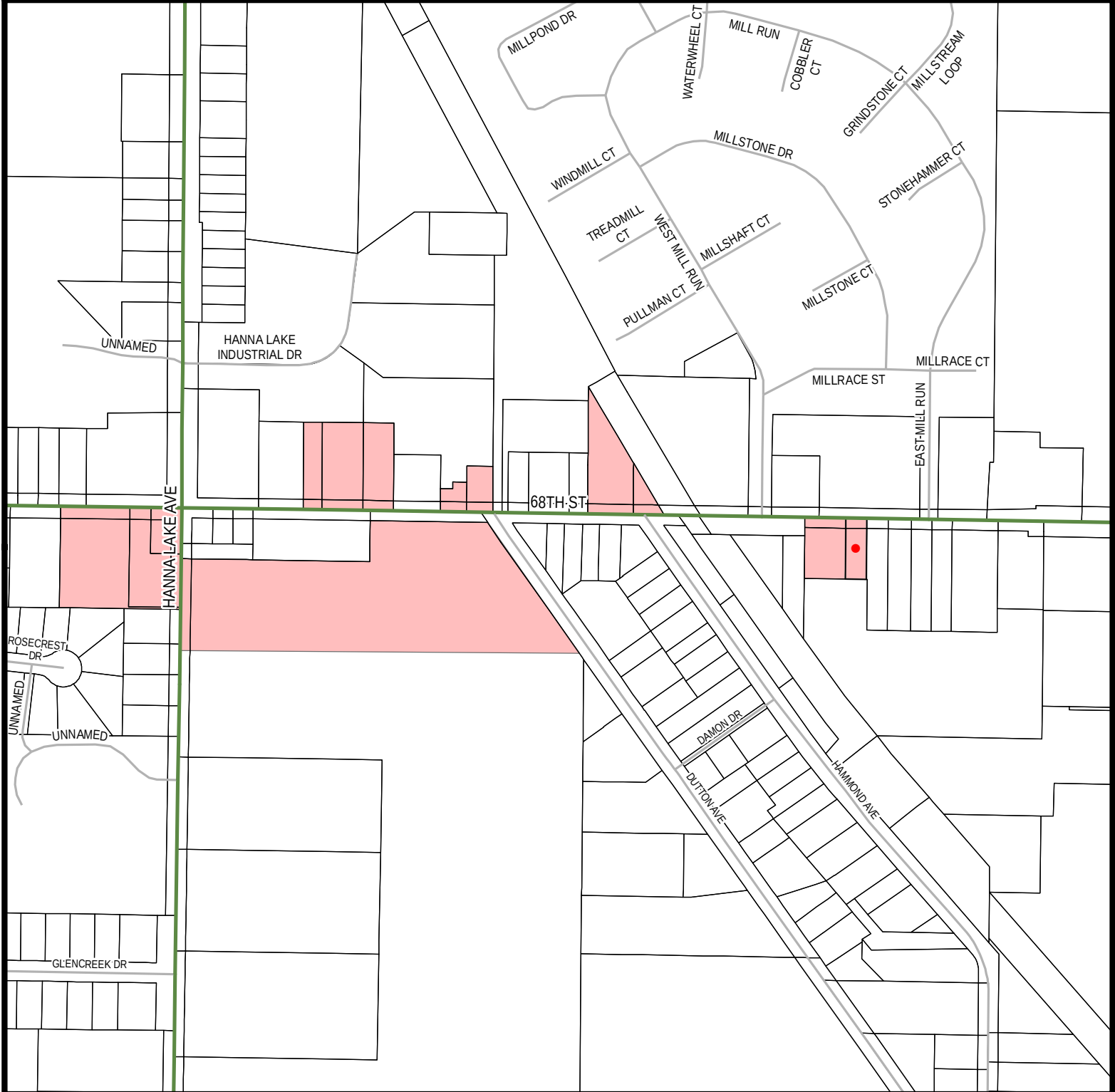
- Draft Ordinance
- Maps of Proposed Rezoned Parcels



Proposed Rezoned C-1 Properties

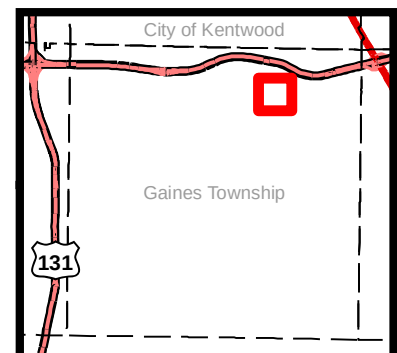
0 620 1,240 Feet





Proposed Rezoned C-1 Properties

0 250 500 Feet



**GAINES CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN
(ORDINANCE NO. ____)**

At a _____ meeting of the Township Board for Gaines Charter Township held at the Township offices on _____, 2023, beginning at ____ p.m., the following Ordinance was offered for adoption by Township Board Member _____, and was seconded by Township Board Member _____:

**AN ORDINANCE TO AMEND THE GAINES CHARTER TOWNSHIP ZONING
ORDINANCE AS PROVIDED FOR IN CHAPTER 27 THEREOF BY AMENDING
SECTION 1.6 AND THE TOWNSHIP ZONING MAP**

THE CHARTER TOWNSHIP OF GAINES (the “Township”) ORDAINS:

Section 1. Amendment. The Gaines Charter Township Zoning Ordinance is hereby amended by the amendment of Section 1.6 thereof, the Zoning Map. The amendment includes;

- A. Rezoning twenty-three (23) parcels from General Commercial (C-2) to Neighborhood Commercial (C-1) in their entirety, and
- B. Rezoning the C-2, Office-Service (O-S), and Residential (RL-10) portions of one (1) multi-zoned parcel to C-1, and
- C. Rezoning the C-2 portion of one (1) dual-zoned parcel to C-1.

The parcels subject to the amendment are shown in Exhibit 1.

Section 2. Effective Date. This Ordinance shall become effective seven (7) days after a summary is published in a newspaper of general circulation within the Township.

The vote in favor of this Ordinance was as follows:

YEAS: _____

NAYS: _____

ABSENT/ABSTAIN: _____

ORDINANCE DECLARED ADOPTED

Township Board Ordinance No. 23-_____
_____, 2023

CERTIFICATION

I hereby certify that the above is a true copy of an Ordinance adopted by the Township Board for Gaines Charter Township at the time, date, and place specified above pursuant to the required statutory procedures.

Respectfully submitted,

By _____

Michael Brew

Gaines Charter Township Clerk

Exhibit 1

Address	Parcel #	Legal Description (If Multi-Zoned)
6522 DIVISION AVE SE	41-22-06-301-026	
6536 DIVISION AVE SE	41-22-06-302-001	
6544 DIVISION AVE SE	41-22-06-302-003	
6540 DIVISION AVE SE	41-22-06-302-002	
6550 DIVISION AVE SE	41-22-06-302-004	
6556 DIVISION AVE SE	41-22-06-302-005	
44 BROWNELL ST SE	41-22-07-151-007	
48 KENTON ST SE	41-22-07-153-008	
7100 DIVISION AVE SE (C-2 portion)	41-22-07-153-064	
7560 S DIVISION AVE	41-22-07-354-057	
7588 DIVISION AVE SE	41-22-07-354-058	
51 76TH ST SE	41-22-07-354-060	
3158 68TH ST SE	41-22-10-229-005	
3178 68TH ST SE	41-22-10-229-006	
6809 HANNA LAKE AVE SE	41-22-10-229-007	
3316 68TH ST SE (C-2, O-S, and RL-10 portions)	41-22-11-101-012	PART NORTH 1/3 PART OF NW 1/4 COM 610.50 FT S 89D 06M 15S E ALONG N SEC LINE FROM NW COR OF SEC TH S 0D 28M 55S W 165.0 FT TH N 89D 06M 15S W 610.50 FT N S 0D 52M 07S W ALONG W SEC LINE 300.0 FT TH S 89D 06M 15S E 1306.12 FT TH N 34D 53M 10S W ALONG W LINE OF DUTTON AVE. 574.16 FT TH N 89D 06M 15S W ALONG N SEC LINE 359.88 FT TO BEG * SEC 11 T5N R11W 9.83 A.
3526 68TH ST SE	41-22-11-131-002	
3530 68TH ST SE	41-22-11-131-003	
3419 68TH ST SE	41-22-02-301-053	
3411 68TH ST SE	41-22-02-301-111	
3345 68TH ST SE	41-22-02-301-044	
3333 68TH ST SE	41-22-02-301-060	
3291 68TH ST SE	41-22-02-301-041	
3273 68TH ST SE	41-22-02-301-040	
3265 68TH ST SE	41-22-02-301-108	



MEMO

Staff Communication

DATE: October 9, 2023

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director; Natalie Davenport, Assistant Planner

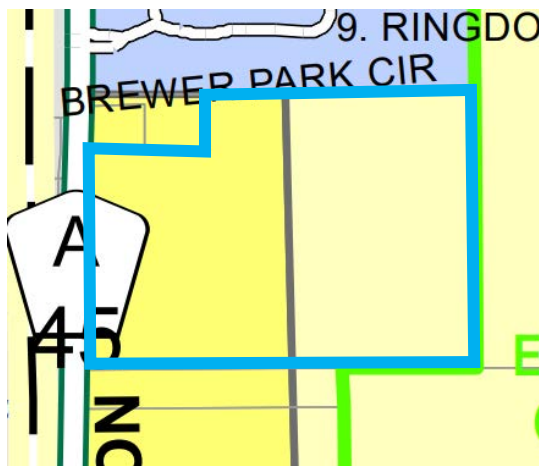
RE: 8190 Division Avenue SE, PUD Rezoning & Final Site Plan Approval – 1st Read

SUMMARY OF TOPIC:

The applicant requests approval of a Planned Unit Development rezoning and site plan for a mixed-use development on Division Avenue. The plan includes six mixed-use buildings facing Division Avenue (12 commercial units on the first floor and 12 apartment units located on the second floor), 35 townhome units in six two-story buildings, and 140 apartment units in six two to three-story buildings. All residential units will be at market rate. Amenities on the site include an office/community building, nature trails, a dog park, and open spaces. The PUD is conceived as a mixed-use plan, with commercial buildings facing Division Avenue and connected via pedestrian paths and streets to the residential area downslope.

Traffic within the development will be served by private driveways with access from Division Avenue. The buildings will tie into the adjacent public sanitary sewer and water system maintained by the Byron Gaines Utility Authority (BGUA). The stormwater management for the site will follow the current standards of Gaines Township.

The landowners are currently working with the Kent County Parks Department to establish a public easement over the southern access drive, a private street, to allow for public access from Division Avenue to Brewer Park as highlighted in the township's 2010 Non-Motorized Transportation Plan.



ZONING LEGEND

- A-B, Agricultural/Argi-Business
- A-R, Agricultural/Rural-Residential
- RL-10, Residential
- RL-14, Single Family Residential
- R-3, Multiple Family Residential
- R-4, Mobile Home
- O-S, Office Service
- C-1, Neighborhood Commercial
- C-2, General Commercial
- PUD, Planned Unit Development
- I-1, Light Industrial
- I-2, Heavy Industrial
- PUD-LSP, Large Scale Plan
- PUD-MR, Mineral Removal

Surrounding zoning:

WEST: Division Ave / Byron Township	NORTH: Brewer Park Condominiums PUD	EAST: RL-14
	SUBJECT PARCEL	
	SOUTH: RL-10/RL-14	

ELIGIBILITY CRITERIA

Staff believes the project is eligible for PUD review. The Planning Commission and Township Board must find that the project will result in a recognizable benefit to the Township to be eligible for PUD rezoning. There is no longer a minimum qualifying acreage for general PUDs, and one owner will control the project.

PROCESS

1. Preliminary PUD plan review and Planning Commission approval based on Section 11.1 (March 23rd, 2023).
2. Final PUD plan review based on Section 25.3 and a public hearing held by the Planning Commission (June 22nd, 2023).
3. Recommendation concerning the final PUD plan and rezoning by the Planning Commission through a resolution and draft ordinance (September 28th, 2023).
4. Review by the Township Board at first reading (October 9th, 2023).
5. Review, public hearing, and approval of the final PUD plan and rezoning by the Township Board at second reading (TBD).

FINANCIAL IMPACT:

Costs associated with the review process are borne by the applicant through administrative and escrow review fees. Any necessary utility improvement costs will be borne by the developer.

BUDGET ACTION REQUIRED:

N/A.

PLANNING COMMISSION RECOMMENDATION

The Planning Commission approved a recommendation to approve the site plan and rezoning for the project on September 28th, 2023. As directed by the Planning Commission, a resolution was prepared that outlines the findings related to the PUD along with recommended conditions of approval.

The board has two options at this stage of the process per Section 10.4 of the zoning ordinance.

1. Set a public hearing for consideration of the final PUD site plan dated 10/02/2023 and PUD rezoning.
2. If the Board has questions about the plans or desires the Planning Commission to review a concern the Board has, they may send the site plans back to the

Planning Commission for reconsideration. The Planning Commission would then provide the Board with another recommendation for consideration.

ATTACHMENTS:

- Draft Ordinance
- Draft Resolution
- Signed Planning Commission Resolution (Res # 23-09-28-PC).
- Plan Set
- Elevation Drawings

CHARTER TOWNSHIP OF GAINES
COUNTY OF KENT, MICHIGAN

RESOLUTION NO. 23-09-28-PC
BREWER PARK APARTMENTS PLANNED UNIT DEVELOPMENT

The following resolution was offered and adopted by the Gaines Charter Township Planning Commission at a regular meeting held on September 28th, 2023.

Members Present: Thomas, Billips, Waayenberg, Giarmo, Rober, Haagsma, Wiersema

Member Absent: None

The following resolution was offered for adoption by Planning Commissioner Haagsma and supported by Planning Commissioner Rober to document the findings and the recommendations of approval by the Gaines Charter Township Planning Commission ("Planning Commission") regarding a request made by Dan Hibma, 8190SD LLC, for rezoning to Planned Unit Development ("PUD") and a final site plan for the PUD to allow for a mixed-use development containing 187 dwelling units and 12 commercial units.

STATEMENT OF FINDINGS

Section I General Background:

1. The Planning Commission is authorized to review Planned Unit Developments and make recommendations to the Township Board.
2. The land is legally described as:

Land situated in the Township of Gaines, County of Kent, State of Michigan, described as follows:
All that part of the South one-half (S 1/2) of North Forty (40) Acres of West fractional one-half (1/2) of Southwest fractional one-quarter (1/4) of Section lying East of the center line of Division Avenue Road (so-called) (Excepting and reserving therefrom commencing at the North-west corner thereof and running thence East 340.85 feet: thence South Nine (9) Rods: thence West to center line of Division Avenue Road and thence Northerly along the center line of said road to beginning) being in Section 18, Town 5 North, Range 11 West.

3. The Planning Commission held the official public hearing on the PUD project on June 22nd, 2023.
4. The applicant seeks approval for a PUD rezoning and final site plan for a mixed-use development containing six (6) commercial / retail buildings along Division Avenue with 12 commercial units and

12 apartments located on the 2nd floor, 35 2-story Townhome units in 6 buildings and 140 apartment units in six (6) two to three-story buildings. Garages and open parking will be provided for each unit.

5. This resolution considers the plans last revised on October 2nd, 2023.

Section II Findings:

Based on the material and plans submitted, a review of the relevant portions of the Gaines Charter Township Zoning Ordinance ("the Zoning Ordinance"), the applicant's presentation at the public hearing, and Township Staff's recommendation, and other factors, the Planning Commission hereby adopts the following findings:

Section 11.1, Planned Unit Development - General Review Standards.

A. Consistency with Master Plan and Zoning Ordinance: The Planned Unit Development must further the goals and objectives of the Township Master Plan and must be consistent with it. It must also be consistent with the intent and purpose of this Zoning Ordinance.

Meets standard. The proposed development lies within a parcel designated as Village Center as prescribed in the 2023 Future Land Use Plan.

The 2023 Master Plan states the following about the Village Center category:

"This mixed-use category is intended to be used for new urbanist 'village center' areas and integrates multiple uses at a pedestrian scale. The category is envisioned as a walkable main street with pedestrian scale commercial/retail/office use either vertically stacked with, or surrounded by, high or medium density residential."

And;

"The intent of the Village Center is to create by design a blend of structures and uses which are compatible in both form and function, thus allowing residential and more intense uses to coexist in the same area. The elements of a Village Center district include:

- Strong architectural design standards.
- A sense of place and community integrating public spaces.
- Multi-story Buildings with shared uses, such as residential and office or commercial in one building.
- Wide sidewalks.
- Pedestrian scale street lighting.
- Accessibility to existing or new parks.
- Plazas and/or public gathering places.
- Limited front yard parking with most of the parking in the rear or side yard.
- Site improvements that encourage the use of alternative forms of transportation (e.g., bike racks, transit shelters).

- Varying setback requirements dependent upon the building type, height; and location.
- Restaurants with outdoor dining areas.
- Attached town homes.”

The current zoning ordinance does not provide the ability to create a mixed-use project “by right,” necessitating the PUD rezone to implement the vision for this area. In terms of the intended uses, the commercial/residential buildings along Division Avenue and the apartments and townhomes behind them meet the goals of the master plan for this area.

The Planning Commission has found that all of the review standards as outlined in Sections 11.1 and 25.6 of the zoning ordinances are met, therefore consistency with the zoning ordinance has been achieved.

B. Aesthetics: The Planned Unit Development must be aesthetically pleasing and be an integrated development with respect to building facades, building materials, landscape and berming, noise and visual screening mechanisms, and signs. It should contribute to creating a distinctive attractive community with a strong sense of place.

Meets Standard. The design of the buildings is in the New Farmhouse architectural style, a modern and picturesque style that is well suited for apartment buildings along this stretch of Division. In terms of layout, the “main street” approach to street layout forms an attractive neighborhood feel, and internal sidewalks connect apartments with the commercial buildings along Division Avenue which reinforces walkability. Concept plans indicate tree-lined streets and architectural details along building facades to make the complex an attractive development.

C. Compatibility with Adjacent Uses: The Planned Unit Development must be compatible with surrounding uses. Efforts must be made to reduce any adverse effects on surrounding uses.

Meets Standard. The north and east property lines are buffered with tree lines and Brewer Park respectively. The south property line is buffered by a driveway and a proposed ten-foot-wide multi-use path. If the multi-use path is not constructed by the Kent County Parks Department in the future, it will remain green space.

The south property line parkway is relatively narrow but buildings to the north of the property line are two stories and set back 60-70 feet so they will not loom over the neighboring property. The west property line fronts Division Avenue and residential buildings are buffered from it by the mixed-use buildings.

D. Density: The density requirements of the proposed Planned Unit Development shall be based on the underlying land use district in the Master Plan. The Township Board, upon recommendation of the Planning Commission, may vary the density requirements if doing so would result in a development that better achieves the intent of the Master Plan.

Meets standard, with consideration. The estimated density for the overall site is 11.63 dwelling units per acre (gross density). The 2023 Master Plan does not outline density requirements for the Village Center

category, but states the following:

“Plans should encourage higher residential density and neighborhood commercial land uses in the village center areas, and taper to lower intensity uses towards the margins, or match the adjacent land use.”

Brewer Park Condominiums to the north were approved with a gross density of 3.7 dwelling units per acre. The subject parcel is surrounded by Brewer Park Condominiums, one single-family home, and a vacant lot to the north, Brewer Park to the east and southeast, and a single-family home to the southwest. Division Avenue and Byron Township are located directly west. Although the proposed plan does not match the adjacent land uses in terms of density, the Planning Commission has determined that the plan has mostly been designed to taper the lower-intensity uses (e.g. parking) toward the margins.

The northern portion of the proposed site plan contains a detention basin, wooded preserve, community building, and enclosed and open surface parking areas. The southern portion of the site is proposed to have a ten-foot-wide bike path adjacent to the existing single-family home on the southwest periphery, and if not constructed and maintained by the Kent County Parks Department in the future, will remain open space. The rear (eastern) portion of the site shows a wooded preserve, nature trail, and boardwalk, which tapers the lower intensity uses to the rear margin.

There are higher-intensity uses near the southeast corner of the site and the western boundary, however, the applicant has taken feedback from the Planning Commission and scaled down the end-caps of the 3-story apartment buildings to two stories to soften the view of the buildings from adjacent properties. The western portion of the site adjacent to Division Avenue shows six commercial buildings setback 12 feet from the front property line. However, the location of higher-intensity uses along the margins is essential to achieve the intent of the Village Center designation as the locations of the higher-intensity uses allow for multi-story buildings with shared uses, limited front yard parking with most of the parking in the rear or side yard, accessibility to existing or new parks, and site improvements that encourage the use of alternative forms of transportation. If the higher intensity uses were not located near the margins of this site, the above criteria as outlined in the master plan would not be able to be met.

Although there are higher intensity uses toward the margins of the proposed development, the Planning Commission has determined that the density requirements for this project should be varied, as permissible by the zoning ordinance, as part of Township Board of Trustees final approval. The proposed site plan is consistent with the intent of the master plan and approval of the PUD as presented would result in a development that better achieves the intent of the master plan.

Also to consider; the apartment buildings tend to be downslope from the Division Avenue corridor due to the slope of the land to the east and the perception of building height will be minimized.

E. Traffic: The Planned Unit Development shall be designed to minimize the effect of traffic generated by the proposed development on surrounding uses. Consideration should be given to: 1) The amount and type of traffic generated by the proposed project and capacity of existing and proposed streets to safely

absorb that additional traffic, 2) Whether the streets and pedestrian walkways within each project are designed to facilitate safe pedestrian and vehicular traffic flow patterns, 3) All points of ingress and egress to the project shall be located and designed to maximize safety.

Meets Standard. The entrance roads and internal driveways are located for adequate circulation of both residential and retail traffic, as well as emergency vehicle access. Division Avenue is designed to handle all the traffic generated by the development. The Kent County Road Commission will review all entry/exit curb cuts, and the Fire Inspector will review emergency access. One of the main entrance points to the development, "Main Street" on the site plan, will only allow for right turns out of the development due to the slope of the existing roadway and nearby drive approaches on the west side of Division Avenue. This design will help to maximize traffic safety in and out of the development. Pedestrian sidewalks are located appropriately along internal roadways and enable good access throughout the site.

One thing to note is that the southern 26' wide access drive around the townhomes has been rerouted to direct traffic north-south rather than east-west. This was done to add more parking around the retail and residential units along Division Avenue. The curved street will allow for safe vehicular flow as the 26' alley width is still maintained. Additionally, there will be less traffic congestion in the parking lot behind the three southern commercial/residential buildings along Division Avenue as the alley access bends to the south and does not direct traffic through the parking lot.

F. Protection of Natural Environment: Each project shall be designed to minimize adverse effects on the environment. Special emphasis shall be placed on maintaining the quality of air, soils, groundwater, streams, wetlands, and rivers.

Meets Standard. The land slopes down to the east and ends up in a wetland channel that abuts Brewer Park. A stormwater retention basin will be placed to prevent flash flooding of the downslope wetlands. The wetlands will not be developed, except for a proposed boardwalk connecting the development to Brewer Park.

G. Schools: Whether a project can be served by existing schools and school related facilities and the impact upon schools if the property is developed in accordance with the Planned Unit Development plans or in accordance with the conventional zoning district requirements shall both be considered. In addition, streets and pedestrian walkways shall be designed and located in any project to facilitate the ability of students to make the best and safest use of existing schools and school related facilities.

Meets Standard. The project lies within the Byron Center Public School District, which has recently expanded school facilities and is well-situated to handle additional students. The internal driveway system allows for the safe pick-up and drop-off of school-age children.

H. Public Facilities: The Planning Commission shall consider the impact a project will have on: 1) Public safety and protection services. 2) Water and sewer facilities. 3) The costs for such services. Each project shall be designed and located so as to facilitate use of, access to, or the logical expansion or extension of existing facilities in order to minimize any adverse financial or other impact upon the Township and to promote public health and safety.

To be determined, condition recommended. The plans are currently being reviewed by the Fire Department. The applicant will be responsible for utility connection fees and construction costs.

The plans are subject to review and approval by the Fire Inspector prior to the issuance of any building permits.

I. Water, Sewer, and Drainage Systems: A Planned Unit Development shall be served by a public or private water and sanitary sewer systems. The Kent County Health Department and/or the Township Engineer must approve the systems. A PUD shall also have a drainage system for surface water run-off which the Kent County Drain Commission and / or the Township Engineer must approve.

Meets Standard. No water or sewer extensions are necessary; the property will be connected to an existing 12" water main located on Division Avenue, and sewer will be connected to an existing 12" sewer line that runs through the property. Both existing utility lines will adequately serve the project demand. Stormwater will be managed by the excavation of a detention basin on the north side of the site that will ultimately discharge into the wetland along the east side of the site.

The applicant is required to receive approval for final utility plans from the Township Engineer prior to the issuance of building permits.

J. Open Space: The Planning Commission and Township Board should consider whether the PUD permanently preserves significant amounts of open space or significant natural features. The Township Board may require, upon recommendation of the Planning Commission, that natural amenities such as, but not limited to, ravines, rock outcrops, wooded areas, tree or shrub specimens, unique wildlife habitat, ponds, streams, and wetlands be preserved as part of the open space system.

Meets Standard. Vegetation along the north property lines will be preserved where they fall outside of areas that need to be cleared for construction activities. The applicant has also proposed several rows of evergreen trees be planted along the northern boundary of the site. The most environmentally sensitive component of the site, the regulated wetlands and creek at the bottom of the hill on the eastern end of the property, will not be disturbed except for a boardwalk that will lead to a nature trail connecting to Brewer Park.

K. Non-Motorized Transportation Network: Projects within an identified trail network corridor may be required to construct a portion of the trail.

Meets Standard. The 2010 Non-Motorized Transportation Plan identified a potential trail connection in this vicinity that would connect Division Avenue with Brewer Park in the 10–20-year timeframe. Although there is a ten-foot-wide multi-use path indicated along the southern property line that leads from Division Avenue to Brewer Park, the Kent County Parks Department has determined that they do not have long-term funding for the construction or maintenance of the pathway. However, the applicant is currently working with the Kent County Parks Department to establish a public easement over the southern access drive in the development that, when established, will create a publicly accessible connection from Division Avenue to Brewer Park. The applicant is also working with the Kent County

Parks Department to establish a public easement over the proposed ten-foot-wide multi-use path to be constructed by the Kent County Parks Department when funding becomes available. The Planning Commission has determined that since there will be public easements established within the development connecting Division Avenue to Brewer Park, this standard is met.

Section 25.6 Site Plan Review Standards

A. Adequacy of Information: Whether the required information has been furnished in sufficiently complete and understandable form so as to allow an accurate description of the proposed use(s) and structure(s) in terms of density, location, area, height, bulk, placement, setbacks, performance characteristics, parking, and traffic circulation.

Meets Standard, with consideration, conditions recommended. The site plan mostly complies with the ordinance requirements, with some proposed PUD modifications to be considered.

Building. The proposed architectural design and building materials are compatible with the surrounding area. The apartment buildings tend to slope downward from the Division Avenue corridor due to the slope of the land to the east; given the slope, the perception of building height will be minimized. Additionally, the southern end caps of two of the three-story apartment buildings have been reduced to two stories.

Dumpster Enclosure. Elevation drawings for the dumpster enclosure have been provided. A 16' x 50' trash compactor has been proposed at the southwest corner of the development. The compactor will be completely enclosed inside a vinyl-sided building and is proposed 23 feet from the southern property boundary and 25 feet from the front. The Planning Commission has determined that the trash compactor is adequately screened and meets the ordinance requirements.

Dimensional Requirements. The proposed setbacks and building heights require PUD modifications.

- The front required setback is 35 Feet, and the proposed front setback is 12 Feet.
- The side required setback is 8 Feet, and the south side proposed setback is eight (8) feet (i.e., the proposed garages). The north side proposed setback is 52 Feet.
- The rear required setback is 35 feet, and the proposed rear setback is 40 Feet.
- In the RL-10 and RL-14 zoning districts, building heights are limited to 35 feet or 2.5 stories, whichever is less. All the proposed building types comply with the ordinance requirements, except for the 3-story apartment buildings, which are proposed at 45 feet in height, thus requiring PUD modifications.
- The building separation distances are compliant with fire code regulations (minimum 10-foot separation distance).

Parking. The parking requirements are mostly met, with some PUD modifications/reductions required. A total of 483 parking spaces have been proposed.

Commercial with apartments above: There are six commercial buildings with two tenant bays in each, for a total of 12 commercial units with 12 two-bedroom apartment units on top. Each commercial unit will be 1,200 S.F. (20' x 60') in floor area, for a total of 14,400 S.F. of commercial space.

Commercial: If we use the convenience retail standards: 4 parking spaces (required) x 1,000 square feet gross floor area (14,400 square feet total) = 58 parking spaces would be required, and 52 are provided. Since the uses will likely vary, and there is more parking along the main street, the Planning Commission has determined that the number of parking spaces provided for the commercial units is adequate.

Second-Floor Apartments: Each apartment above the retail stores will have two bedrooms. The zoning ordinance requires 2 parking spaces per unit for two-bedroom multi-family dwellings. Two shared parking spaces per unit are proposed. 2 parking spaces (required) x 12 apartment units = 24 required; 24 provided.

Townhouses: 103 parking spaces proposed. These are considered one-family dwellings since they have separate entrances. Only one (1) parking space per unit is required. The applicant has proposed 2.94 parking spaces per townhouse unit.

Apartments: 304 parking spaces proposed. Two (2) parking spaces per unit are required since the apartments are two bedrooms. 288 parking spaces are required, with a total of 304 provided. The applicant has proposed 2.17 parking spaces per apartment unit.

- Parking spaces are compliant at nine (9) feet wide and 18 feet deep. The parallel parking spaces are compliant at eight and a half (8.5) feet wide and 22 feet in length.
- The narrowest drive aisle is proposed at 26 feet wide, which is compliant with Section 15.7.
- Bumper guards have not been provided on the site plan. Although a requirement of the zoning ordinance, bumper guards are often problematic for snow removal and can create a trip hazard. The Planning Commission has determined that bumper guards will not be required within the development.
- The Planning Commission has determined that the proposed number of parking spaces is adequate to serve the site.

Signage. Two (2) matching 60-square-foot ground mounted identification signs are permitted at the north and south sides at the intersection of "Main Street" and Division Avenue. The purpose of these signs is to provide identification for the residential community. Four (4) wall signs are permitted on the north and south sides of the mixed-use buildings at each vehicular entry point oriented toward traffic flow, not to exceed 80 square feet per wall sign. Each commercial building along Division Avenue is permitted to have up to 100 square feet of wall and blade signage on the east and west elevations per building combined.

Lighting. A lighting plan has been submitted in accordance with Section 18.5. Note that the lighting plan indicates high light levels at the southern periphery due to "A@9" fixtures along the back wall of the garages. These are misplaced lights and indicate candlepower readings as if they are carports rather than enclosed garages. The light levels in these areas are anticipated to be 0.0.

The light poles are compliant with the height requirements. The maximum lighting on site is proposed at 16.5 footcandles, which is compliant with the ordinance requirements (the maximum allowable is 20 footcandles).

The Planning Commission is requiring the following change and condition of approval to the photometric plan:

1. The photometric plan shall be revised to show the setback distances of the proposed light poles to the property lines to be reviewed and approved administratively.
2. Any fixture or luminaire with a lamp shall be a full cut-off type fixture.

Landscaping. A landscaping plan has been submitted in accordance with Section 16.3. In the front yard, 297.92 points are required, and 259.25 points are provided. This is due to the scaling back of the street trees based on concerns that the Kent County Road Commission may not approve the previously proposed landscaping plan. The current landscaping plan shows a combination of shrubs and perennials on the traffic island at the main street and Division Avenue, and the English Oak was removed. Parking lot landscaping requires 363 points, and 390 points are provided. A screen of evergreen trees has been provided north and south of the detention basin, as well as adjacent to the two single-family residential parcels to the north.

The Planning Commission has determined that the proposed landscaping plan is adequate, waiving the front yard landscaping point requirement due to the need for enhanced visibility and the existing utilities within the right-of-way.

B. Compliance with Township Master Plan: The site plan must comply with the Township Master Plan and its goals and objectives and any secondary plans that may have been adopted by the Township for the area containing the site.

Meets standard. Please Review Standard 11.1 (A) above.

C. Compliance with all Township Ordinances and Other Laws: The site plan must comply with the standards of this Ordinance and all other applicable Township ordinances, as well as all county, state, and federal regulations and laws.

Meets standard, condition recommended. The applicant is required to secure all applicable township and outside agency approvals prior to site development, including the Township Engineer/BGUA, Fire Department, Kent County Road Commission, Kent County Drain Commission, and EGLE.

The project is being proposed as a PUD, which leaves room for design flexibility to carry out the goals and intent of the master plan. The Planning Commission has determined that the standards of review for Sections 11.1 and 25.6 are met, therefore compliance with the ordinance has been achieved.

D. Configuration of Uses: Whether there are ways in which the configuration of uses and structures could be changed that would improve the effect of the development on adjoining and nearby properties, persons, activities, and on the community, while allowing reasonable use of the property within the scope of district regulations and other regulations of this Ordinance that are applicable to the property and the proposed use and structures.

Meets standard. The proposed final PUD has been modified throughout the process to meet the guidelines of the Gaines Charter Township 2023 Master Plan and the expectations set by the Planning Commission.

E. Preservation of Natural Features: The landscape, natural features, and topography shall be preserved in its natural state, insofar as practical, by minimizing tree and soil removal and alteration of natural features, and any grade changes shall be in keeping with the general appearance of neighboring developed areas.

Meets standard. Some grade changes will need to be made, which will require a soil erosion and sedimentation control permit from the KCRC prior to the start of any site work. Several trees will be removed throughout the project; however, the proposed landscaping will help to keep the site in keeping with the general appearance of neighboring areas. The wetlands will be preserved except for a proposed boardwalk and nature trail.

F. Privacy: The site design must provide reasonable visual and sound screening and privacy for dwelling units on the site and on adjacent properties using fences, buffers, berms, and other measures, as appropriate.

Meets standard. The vegetation and natural features (i.e., detention basin, preserved wetlands, etc.) on the northern and eastern boundaries will provide reasonable privacy measures for adjacent properties. The proposed pathway and existing tree line on the southwest boundary will provide reasonable screening measures for the residential property to the south. The southeast corner does not show any privacy measures other than an existing tree line, but this is subject to be removed if the proposed pathway is extended as a future drive to access the park. However, since the adjacent use on the southeast corner is a park, the Planning Commission has determined that there are reasonable privacy measures accounted for.

G. Safety: Buildings and uses shall be arranged and designed to provide emergency vehicle access. Site plans shall conform to all applicable fire codes.

Condition recommended. All site plans, along with measures for fire protection and access, are subject to review and approval by the Fire Inspector.

H. Vehicular Circulation: The site design shall provide safe, convenient, and well defined vehicular and pedestrian circulation within and to/from the site. Access to/from the site shall be designed to minimize conflicts with traffic on adjacent streets. Shared curb cuts and service drives shall be utilized as necessary to reduce traffic conflicts and improve the functionality of the site.

Meets standard, condition recommended. Traffic within the development will be served by private streets with three separate access points on Division Avenue. The middle access point, shown as “Main Street” on the site plan, has been designed for right-turn egress from the development, which has been designed to minimize traffic conflicts on adjacent streets. Within the development itself, the street plan has been designed to adequately move traffic internally. All work within the public right-of-way and public roads must be approved by the Kent County Road Commission.

I. Pedestrian Circulation: The site plan shall provide a pedestrian circulation system that is insulated as completely as is reasonably possible from the vehicular circulation system for safety and convenience.

Meets standard. The site plan has been designed to promote pedestrian circulation throughout the development. Each residential building is served by a sidewalk, and there are sidewalks on both sides of the street along the main street. There is also a sidewalk proposed along Division Avenue, which is required when connecting to public sewer.

J. Drainage: Site plans shall conform with the Kent County Drain Commission's surface water drainage standards and to the Township Stormwater Ordinance (and other applicable Township ordinances) with special attention given to proper site drainage so that removal of storm water will not adversely affect neighboring property owners. Stormwater management system and facilities shall preserve the natural drainage characteristics and enhance the aesthetics of the site to the maximum extent possible.

Condition recommended. Stormwater and utility plans are subject to review and approval by the Township Engineer.

K. Traffic Impact: Measures must be taken to reduce any adverse effects on existing roads, circulation patterns on the roads, or access to the site from the expected volume of traffic to be generated by the proposed use.

Condition recommended. The Kent County Road Commission may require a traffic study during its review of driveway access to the development.

L. Hazardous Materials: Sites which include storage of hazardous materials or waste, fuels, salt, or chemicals shall be designed to prevent spills and discharges of polluting materials to the surface of the ground, groundwater or nearby surface water bodies. Each site shall be designed to meet all applicable state and federal regulations.

Not applicable.

M. Public Health, Safety, or Welfare: The site plan must be adequate to provide for the health, safety, and general welfare of the persons and property on this site and in the neighboring community. The site plan and proposed buildings and uses must be reasonable and promote the goals and intent of this Ordinance. All elements of the site plan shall be designed to take into account the site's topography, the size and type of lot involved, the character of the adjoining properties, and the type and size of buildings. The site shall be developed so as not to impede the normal and orderly development or improvement of surrounding properties for uses permitted in this Ordinance. The site plan must be harmonious with and not injurious to existing and projected uses in the immediate area.

Meets standard. The site plan has been designed to promote the goals and intent of the zoning ordinance and master plan. The proposed development intends to preserve wetlands and reduce the limits of disturbance along the perimeter of the site. The landscaping plan will ensure an aesthetically pleasing mixed-use development.

Three of the three-story apartment buildings are within the 200-foot recommended buffer from the property line. Also, the three-story apartment buildings are taller than 35 feet in height, thus requiring PUD modifications. There is some room for flexibility on the placement and height of the three-story apartment buildings since the project is proposed as a PUD. The applicant has also scaled down the end caps of two of the three-story buildings to be stories at the property boundaries. The southeastern apartment building has been scaled down to two stories at the midpoint to the south. Since the apartment buildings will be downslope from the Division Avenue corridor, thus minimizing the perception of the building heights, the Planning Commission views this as a reasonable tradeoff as the layout is critical to the main street design of the overall project.

PLANNING COMMISSION RECOMMENDATION

The Planning Commission has determined that the preceding findings support the approval of PUD rezoning and the final site plan. The Planning Commission hereby recommends that the Township Board approves the rezoning and final plan, subject to the following conditions:

1. Any fixture or luminaire with a lamp shall be a full cut-off type fixture.
2. The applicant shall provide a revised lighting plan showing the proposed setback distances of the light poles to the property lines to be reviewed and approved administratively.
3. The number of parking spaces indicated on the site plan is adequate to serve the site.
4. Bumper guards will not be required for parking spaces within the development.
5. Secure all Township department and outside agency approvals:
 - a. Township Engineer/BGUA.
 - b. Fire Department.
 - c. Kent County Road Commission.
 - d. Kent County Drain Commission.
 - e. Department of Energy, Great Lakes, and Environment (EGLE).
6. The southeast apartment building shall be stepped down to two stories from the midpoint of the building to the southern end of the building.

The vote on the motion to adopt this resolution was as follows:

YES: Thomas, Billips, Waayenberg, Giarmo, Rober, Haagsma, Wiersema

NO: None

RESOLUTION DECLARED ADOPTED

CERTIFICATION

I hereby certify that the above is a true copy of a resolution adopted by the Gaines Charter Township Planning Commission at a meeting held on September 28th, 2023.

Respectfully submitted,



Lani Thomas, Secretary
Gaines Charter Township
Planning Commission

Dated: October 7, 2023

**GAINES CHARTER TOWNSHIP BOARD OF TRUSTEES
KENT COUNTY, MICHIGAN
(Resolution No. 23-____-TB)**

The following Resolution was offered and adopted by the Gaines Charter Township Board of Trustees at a regular meeting held on_____, 2023, at the Gaines Charter Township Offices, 8555 Kalamazoo Avenue, Caledonia, Michigan 49316.

Members Present:

Member Absent:

The following Resolution was offered for adoption by Trustee _____and supported by Trustee _____ to document the findings and decision by the Gaines Charter Township Board of Trustees regarding a request made by Dan Hibma, 8190SD LLC, to approve a Final PUD Plan and PUD rezoning.

**APPROVAL OF A FINAL PLANNED UNIT
DEVELOPMENT (“PUD”) PLAN AND PUD REZONING
FOR BREWER PARK APARTMENTS AT 8190 DIVISION
AVENUE SE, PERMANENT PARCEL NO. 41-22-18-300-012.**

Section I General Background:

1. The applicant requests the rezoning of one parcel totaling 16.08 Acres to a Planned Unit Development (PUD) to build a mixed-use development containing commercial units and market-rate residential apartments and townhouses, along with the approval of a final PUD plan. Proposed improvements as part of the PUD project include:
 - a. Six (6) mixed-use buildings, including:
 - i. Twelve commercial units, and;
 - ii. Twelve apartment units above the commercial units.
 - b. 35 two-story townhouse units in six (6) buildings.
 - c. 140 apartment buildings in six (6) two to three-story buildings.
 - d. 483 parking spaces (24 open shared parking spaces for the mixed-use apartment units; 52 parking spaces for the commercial units; 103 parking spaces for the townhouse units; and 304 garage and surface lot parking spaces for the apartment units).
 - e. Three (3) access points to Division Avenue.
 - f. One (1) dog park.
 - g. One (1) boardwalk and one (1) nature trail through the wetlands portion of the site.

- h. A detention basin for stormwater control.
 - i. One (1) 16' x 50' refuse enclosure and compactor.
 - j. Pedestrian sidewalks throughout the development and along Division Avenue.
2. The subject plans are titled "Brewer Park P.U.D." and were prepared by Exxel Engineering, last revised on October 2nd, 2023.
3. The property subject to the PUD is located at 8190 Division Avenue SE and includes parcel number 41-22-18-300-012.
4. The Planning Commission held a public hearing on the PUD on June 22nd, 2023, and recommended approval of the final PUD plan and PUD rezoning to the Township Board of Trustees.

Section II PUD Standards of Review- Findings:

Based on the material and plans submitted, a review of the relevant portions of the Gaines Charter Township Zoning Ordinance ("the Zoning Ordinance"), the applicant's presentation at the public hearings, Township Staff recommendation, Planning Commission recommendation, and other factors, the Gaines Charter Township Board of Trustees hereby adopts the following findings per Section 11.1 Planned Unit Development General Review Standards.

A. Consistency with Master Plan and Zoning Ordinance: The Planned Unit Development must further the goals and objectives of the Township Master Plan and must be consistent with it. It must also be consistent with the intent and purpose of this Zoning Ordinance.

Meets standard. The proposed development lies within a parcel designated as Village Center as prescribed in the 2023 Future Land Use Plan.

The 2023 Master Plan states the following about the Village Center category:

"This mixed-use category is intended to be used for new urbanist 'village center' areas and integrates multiple uses at a pedestrian scale. The category is envisioned as a walkable main street with pedestrian scale commercial/retail/office use either vertically stacked with, or surrounded by, high or medium density residential."

And;

"The intent of the Village Center is to create by design a blend of structures and uses which are compatible in both form and function, thus allowing residential and more intense uses to coexist in the same area. The elements of a Village Center district include:

- Strong architectural design standards.
- A sense of place and community integrating public spaces.
- Multi-story Buildings with shared uses, such as residential and office or commercial in one building.
- Wide sidewalks.

- Pedestrian scale street lighting.
- Accessibility to existing or new parks.
- Plazas and/or public gathering places.
- Limited front yard parking with most of the parking in the rear or side yard.
- Site improvements that encourage the use of alternative forms of transportation (e.g., bike racks, transit shelters).
- Varying setback requirements dependent upon the building type, height; and location.
- Restaurants with outdoor dining areas.
- Attached town homes.

The current zoning ordinance does not provide the ability to create a mixed-use project “by right,” necessitating the PUD rezone to implement the vision for this area. In terms of the intended uses, the commercial/residential buildings along Division Avenue and the apartments and townhomes behind them meet the goals of the master plan for this area.

The Township Board of Trustees has found that all of the review standards as outlined in Sections 11.1 and 25.6 of the zoning ordinances are met, therefore consistency with the zoning ordinance has been achieved.

B. Aesthetics: The Planned Unit Development must be aesthetically pleasing and be an integrated development with respect to building facades, building materials, landscape and berming, noise and visual screening mechanisms, and signs. It should contribute to creating a distinctive attractive community with a strong sense of place.

Meets Standard. The design of the buildings is in the New Farmhouse architectural style, a modern and picturesque style that is well suited for apartment buildings along this stretch of Division. In terms of layout, the “main street” approach to street layout forms an attractive neighborhood feel, and internal sidewalks connect apartments with the commercial buildings along Division Avenue which reinforces walkability. Concept plans indicate tree-lined streets and architectural details along building facades to make the complex an attractive development.

C. Compatibility with Adjacent Uses: The Planned Unit Development must be compatible with surrounding uses. Efforts must be made to reduce any adverse effects on surrounding uses.

Meets Standard. The north and east property lines are buffered with tree lines and Brewer Park respectively. The south property line is buffered by a driveway and a proposed ten-foot-wide multi-use path. If the multi-use path is not constructed by the Kent County Parks Department in the future, it will remain green space.

The south property line parkway is relatively narrow but buildings to the north of the property line are two stories and set back 60-70 feet so they will not loom over the neighboring property. The west property line fronts Division Avenue and residential buildings are buffered from it by the mixed-use buildings.

D. Density: The density requirements of the proposed Planned Unit Development shall be based on the underlying land use district in the Master Plan. The Township Board, upon

recommendation of the Planning Commission, may vary the density requirements if doing so would result in a development that better achieves the intent of the Master Plan.

Meets standard, with consideration. The estimated density for the overall site is 11.6 dwelling units per acre (gross density). The 2023 Master Plan does not outline density requirements for the Village Center category, but states the following:

“Plans should encourage higher residential density and neighborhood commercial land uses in the village center areas, and taper to lower intensity uses towards the margins, or match the adjacent land use.”

Brewer Park Condominiums to the north were approved with a gross density of 3.7 dwelling units per acre. The subject parcel is surrounded by Brewer Park Condominiums, one single-family home, and a vacant lot to the north, Brewer Park to the east and southeast, and a single-family home to the southwest. Division Avenue and Byron Township are located directly west. Although the proposed plan does not match the adjacent land uses in terms of density, the Township Board of Trustees has determined that the plan has mostly been designed to taper the lower-intensity uses (e.g. parking) toward the margins.

The northern portion of the proposed site plan contains a detention basin, wooded preserve, community building, and enclosed and open surface parking areas. The southern portion of the site is proposed to have a ten-foot-wide bike path adjacent to the existing single-family home on the southwest periphery, and if not constructed and maintained by the Kent County Parks Department in the future, will remain open space. The rear (eastern) portion of the site shows a wooded preserve, nature trail, and boardwalk, which tapers the lower intensity uses to the rear margin.

There are higher-intensity uses near the southeast corner of the site and the western boundary, however, the applicant has taken feedback from the Planning Commission and scaled down the end-caps of the 3-story apartment buildings to two stories to soften the view of the buildings from adjacent properties. The western portion of the site adjacent to Division Avenue shows six commercial buildings setback 12 feet from the front property line. However, the location of higher-intensity uses along the margins is essential to achieve the intent of the Village Center designation as the locations of the higher-intensity uses allow for multi-story buildings with shared uses, limited front yard parking with most of the parking in the rear or side yard, accessibility to existing or new parks, and site improvements that encourage the use of alternative forms of transportation. If the higher intensity uses were not located near the margins of this site, the above criteria as outlined in the master plan would not be able to be met.

Although there are higher intensity uses toward the margins of the proposed development, the Township Board of Trustees has determined that the density requirements for this project should be varied, as permissible by the zoning ordinance, as part of Township Board of Trustees final approval. The proposed site plan is consistent with the intent of the master plan and approval of the PUD as presented would result in a development that better achieves the intent of the master plan.

Also to consider; the apartment buildings tend to be downslope from the Division Avenue corridor due to the slope of the land to the east and the perception of building height will be minimized.

E. Traffic: The Planned Unit Development shall be designed to minimize the effect of traffic generated by the proposed development on surrounding uses. Consideration should be given to: 1) The amount and type of traffic generated by the proposed project and capacity of existing and proposed streets to safely absorb that additional traffic, 2) Whether the streets and pedestrian walkways within each project are designed to facilitate safe pedestrian and vehicular traffic flow patterns, 3) All points of ingress and egress to the project shall be located and designed to maximize safety.

Meets Standard. The entrance roads and internal driveways are located for adequate circulation of both residential and retail traffic, as well as emergency vehicle access. Division Avenue is designed to handle all the traffic generated by the development. The Kent County Road Commission will review all entry/exit curb cuts, and the Fire Inspector will review emergency access. One of the main entrance points to the development, “Main Street” on the site plan, will only allow for right turns out of the development due to the slope of the existing roadway and nearby drive approaches on the west side of Division Avenue. This design will help to maximize traffic safety in and out of the development. Pedestrian sidewalks are located appropriately along internal roadways and enable good access throughout the site.

One thing to note is that the southern 26’ wide access drive around the townhomes has been rerouted to direct traffic north-south rather than east-west. This was done to add more parking around the retail and residential units along Division Avenue. The curved street will allow for safe vehicular flow as the 26’ alley width is still maintained. Additionally, there will be less traffic congestion in the parking lot behind the three southern commercial/residential buildings along Division Avenue as the alley access bends to the south and does not direct traffic through the parking lot.

F. Protection of Natural Environment: Each project shall be designed to minimize adverse effects on the environment. Special emphasis shall be placed on maintaining the quality of air, soils, groundwater, streams, wetlands, and rivers.

Meets Standard. The land slopes down to the east and ends up in a wetland channel that abuts Brewer Park. A stormwater retention basin will be placed to prevent flash flooding of the downslope wetlands. The wetlands will not be developed, except for a proposed boardwalk connecting the development to Brewer Park.

G. Schools: Whether a project can be served by existing schools and school related facilities and the impact upon schools if the property is developed in accordance with the Planned Unit Development plans or in accordance with the conventional zoning district requirements shall both be considered. In addition, streets and pedestrian walkways shall be designed and located in any project to facilitate the ability of students to make the best and safest use of existing schools and school related facilities.

Meets Standard. The project lies within the Byron Center Public School District, which has recently expanded school facilities and is well-situated to handle additional students. The internal driveway system allows for the safe pick-up and drop-off of school-age children.

H. Public Facilities: The Planning Commission shall consider the impact a project will have on: 1) Public safety and protection services. 2) Water and sewer facilities. 3) The costs for such services. Each project shall be designed and located so as to facilitate use of, access to, or the logical expansion or extension of existing facilities in order to minimize any adverse financial or other impact upon the Township and to promote public health and safety.

To be determined, condition recommended. The plans are currently being reviewed by the Fire Department. The applicant will be responsible for utility connection fees and construction costs.

The plans are subject to review and approval by the Fire Inspector prior to the issuance of any building permits.

I. Water, Sewer, and Drainage Systems: A Planned Unit Development shall be served by a public or private water and sanitary sewer systems. The Kent County Health Department and/or the Township Engineer must approve the systems. A PUD shall also have a drainage system for surface water run-off which the Kent County Drain Commission and / or the Township Engineer must approve.

Meets Standard. No water or sewer extensions are necessary; the property will be connected to an existing 12" water main located on Division Avenue, and sewer will be connected to an existing 12" sewer line that runs through the property. Both existing utility lines will adequately serve the project demand. Stormwater will be managed by the excavation of a detention basin on the north side of the site that will ultimately discharge into the wetland along the east side of the site.

The applicant is required to receive approval for final utility plans from the Township Engineer prior to the issuance of building permits.

J. Open Space: The Planning Commission and Township Board should consider whether the PUD permanently preserves significant amounts of open space or significant natural features. The Township Board may require, upon recommendation of the Planning Commission, that natural amenities such as, but not limited to, ravines, rock outcrops, wooded areas, tree or shrub specimens, unique wildlife habitat, ponds, streams, and wetlands be preserved as part of the open space system.

Meets Standard. Vegetation along the north property lines will be preserved where they fall outside of areas that need to be cleared for construction activities. The applicant has also proposed several rows of evergreen trees be planted along the northern boundary of the site. The most environmentally sensitive component of the site, the regulated wetlands and creek at the bottom of the hill on the eastern end of the property, will not be disturbed except for a boardwalk that will lead to a nature trail connecting to Brewer Park.

K. Non-Motorized Transportation Network: Projects within an identified trail network corridor

may be required to construct a portion of the trail.

Meets Standard. The 2010 Non-Motorized Transportation Plan identified a potential trail connection in this vicinity that would connect Division Avenue with Brewer Park in the 10–20-year timeframe. Although there is a ten-foot-wide multi-use path indicated along the southern property line that leads from Division Avenue to Brewer Park, the Kent County Parks Department has determined that they do not have long-term funding for the construction or maintenance of the pathway. However, the applicant is currently working with the Kent County Parks Department to establish a public easement over the southern access drive in the development that, when established, will create a publicly accessible connection from Division Avenue to Brewer Park. The applicant is also working with the Kent County Parks Department to establish a public easement over the proposed ten-foot-wide multi-use path to be constructed by the Kent County Parks Department when funding becomes available. The Township Board of Trustees has determined that since there will be public easements established within the development connecting Division Avenue to Brewer Park, this standard is met.

Section II Findings:

Based on the material and plans submitted, a review of the relevant portions of the Gaines Charter Township Zoning Ordinance, the applicant’s presentation at the public hearing, Township Planning Commission and Staff’s recommendation, and other factors, the Township Board of Trustees hereby adopts the following findings based on Section 11.1 Planned Unit Development General Review Standards:

TOWNSHIP BOARD DECISION

The Township Board of Trustees has determined that the preceding findings support the approval of the final PUD Plan and PUD rezoning for Land & Company’s Brewer Park Apartments.

The Township Board approves the final PUD plan and the PUD rezoning with the following zoning modifications:

1. Six (6) mixed-use residential/commercial buildings are permitted in locations shown on the plan.
2. Three-story buildings are permitted in the locations shown on the plan.
3. A reduction of the front yard landscaping points is permitted as shown on the landscaping plan.
4. The number of parking spaces indicated on the site plan is adequate to serve the site.
5. Bumper guards for parking will not be required within the development.
6. The density requirements are varied as presented since the project results in a development that better achieves the intent of the Master Plan.

7. Two (2) matching 60-square-foot ground mounted identification signs are permitted at the north and south sides at the intersection of “Main Street” and Division Avenue. The purpose of these signs is to provide identification for the residential community. Four (4) wall signs are permitted on the north and south sides of the mixed-use buildings at each vehicular entry point oriented toward traffic flow, not to exceed 80 square feet per wall sign. Each commercial building along Division Avenue is permitted to have up to 100 square feet of wall and blade signage on the east and west elevations per building combined.
8. Minimum perimeter setbacks are:
 - a. Front: 12 Feet
 - b. North Side: 52 Feet
 - c. South Side: 8 Feet
 - d. Rear: 40 Feet

The Township Board of Trustees approves the final PUD plan and the PUD rezoning with the following conditions:

1. Any fixture or luminaire with a lamp shall be a full cut-off type fixture.
2. The applicant shall provide a revised lighting plan showing the proposed setback distances of the light poles to the property lines to be reviewed and approved administratively.
3. Secure all Township department and outside agency approvals:
 - a. Township Engineer/BGUA.
 - b. Fire Department.
 - c. Kent County Road Commission.
 - d. Kent County Drain Commission.
 - e. Department of Energy, Great Lakes, and Environment (EGLE).

A motion was made to adopt this resolution by Township Board Member _____ and supported by Township Board Member _____, the roll call vote being as follows:

AYES: _____
NAYS: _____
ABSENT: _____

RESOLUTION DECLARED ADOPTED

CERTIFICATION

I hereby certify that the above is a true copy of a resolution adopted by the Gaines Charter Township Board at a regular meeting held on _____, 2023.

Respectfully submitted,

Michael Brew, Clerk
Gaines Charter Township

Dated: _____, 2023

**CHARTER TOWNSHIP OF GAINES
COUNTY OF KENT, MICHIGAN
(ORDINANCE NO.____)**

At a _____ meeting of the Township Board for Gaines Charter Township held at the Township offices on _____, 2023, beginning at ____ p.m., the following Ordinance was offered for adoption by Township Board Member _____, and was seconded by Township Board Member _____:

AN ORDINANCE TO AMEND THE "ZONING ORDINANCE OF GAINES CHARTER TOWNSHIP" AS PROVIDED FOR IN CHAPTERS 10 AND 27 OF THEREOF BY AMENDING THE GAINES CHARTER TOWNSHIP ZONING ORDINANCE AND ZONING MAP FOR THE PLANNED UNIT DEVELOPMENT KNOWN AS "BREWER PARK APARTMENTS PUD"

THE CHARTER TOWNSHIP OF GAINES (the "Township") ORDAINS:

Section 1. PUD Final Development Plan. The Zoning Ordinance of the Charter Township of Gaines as amended is hereby amended by rezoning the following described property from RL-10 Residential and RL-14 Single-Family Residential to the Brewer Park Apartments Planned Unit Development:

Land situated in the Township of Gaines, County of Kent, State of Michigan, described as follows:

All that part of the South one-half (S 1/2) of North Forty (40) Acres of West fractional one-half (1/2) of Southwest fractional one-quarter (1/4) of Section lying East of the center line of Division Avenue Road (so-called) (Excepting and reserving therefrom commencing at the North-west corner thereof and running thence East 340.85 feet: thence South Nine (9) Rods: thence West to center line of Division Avenue Road and thence Northerly along the center line of said road to beginning) being in Section 18, Town 5 North, Range 11 West.

Section 2. Authorized Use and Site Development Stipulations. The authorized use of the property is a mixed-use development containing 12 commercial units and 187 dwelling units, as indicated on the final site plan having a last revised date of October 2nd, 2023, and shall be further limited by the depictions presented on the final site plans, the conditions contained in the Township Board Resolution 2023-_____and the attachments thereto, which are incorporated by reference herein.

Section 3. Signage. Two (2) matching 60-square-foot ground mounted identification signs are permitted at the north and south sides at the intersection of "Main Street" and Division Avenue. The purpose of these signs is to provide identification for the residential community. Four (4) wall signs are permitted on the north and south sides of the mixed-use buildings at each vehicular entry point oriented toward traffic flow, not to exceed 80 square feet per wall sign. Each commercial building along Division Avenue is permitted to have up to 100 square feet of wall and blade signage on the east and west elevations per building combined.

Section 4. Records. All plans, attachments, conditions, and major and minor amendments to the site plan as provided under Section 10.11 shall be kept on file and may be inspected at the offices of Gaines Charter Township.

Section 5. Scope of approval. In no other respects not specifically stated in the resolution of approval, referenced herein, or represented on the approved final site plan, shall any other provisions of the Zoning Ordinance of the Charter Township of Gaines be changed.

Effective Date. This Ordinance shall become effective seven (7) days after a summary is published in a newspaper of general circulation within the Township.

FINDINGS. For the relevant findings of fact and details, please see Resolution No. 23-09-28-PC.

A motion was made to adopt the foregoing ordinance by Township Board Member _____ and supported by Township Board Member _____, the roll call vote being as follows:

AYES: _____

NAYS: _____

ABSENT: _____

ORDINANCE DECLARED ADOPTED.

Rob DeWard, Supervisor
Charter Township of Gaines

Michael Brew, Clerk
Charter Township of Gaines

CERTIFICATION

I hereby certify that the above is a true copy of an Ordinance adopted by the Township Board for Gaines Charter Township at the time, date, and place specified above pursuant to the required statutory procedures.

Respectfully submitted,

By _____
Michael Brew
Gaines Charter Township Clerk

BENCHMARK #1 ELEV. 757.53 (NAVD88)
TOP OF NAIL IN WEST SIDE UTILITY POLE,
EAST SIDE DIVISION AVENUE, 220'± SOUTH
OF HOUSE #8136

EAST LINE, SE 1/4, SECTION 13, T5N, R12W

41-22-18-300-005
JERMAN SCHEDULE

41-22-18-300-006
JERMAN SCHEDULE

41-22-18-300-007
UNITED COLLECTION SYSTEM

41-22-18-300-008
UNITED COLLECTION SYSTEM

41-22-18-300-009
UNITED COLLECTION SYSTEM

PUD
ZONE

BREWER PARK PLACE
CONDOMINIUMS

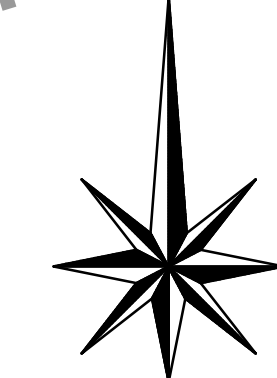
RL10
ZONE

RL14
ZONE

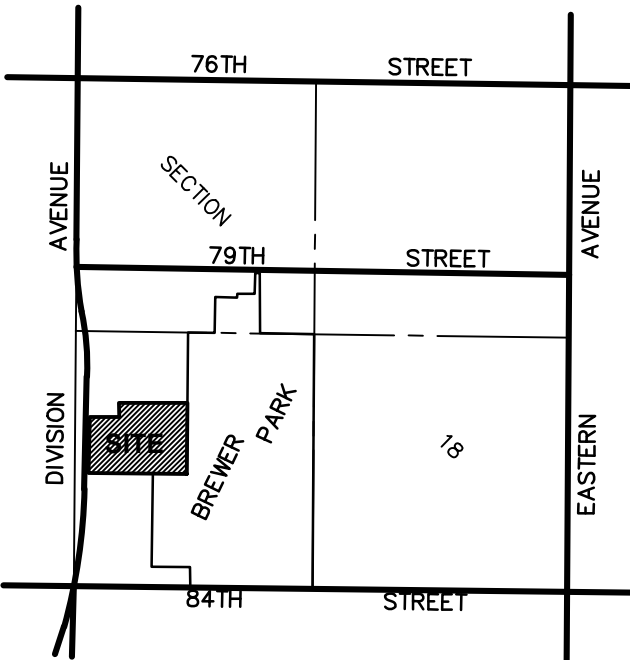
RL14
ZONE

BREWER PARK

RL14
ZONE



SCALE: 1"= 50'



Land situated in the Township of Gaines, County of Kent, State of Michigan, described as follows:

All that part of the South one-half (S 1/2) of North Forty (40) Acres of West fractional one-half (1/2) of Southwest fractional one-quarter (1/4) of Section lying East of the center line of Division Avenue Road (so-called) (Excepting and reserving therefrom commencing at the North-west corner thereof and running thence East 340.85 feet; thence South Nine (9) Rods; thence West to center line of Division Avenue Road and thence Northerly along the center line of said road to beginning) being in Section 18, Town 5 North, Range 11 West.

The above may also be described as follows:

That part of the south 742 feet of the North 1483 feet of the West fractional 1/2 of the Southwest fractional 1/4 of Section 18, Town 5 North, Range 11 West, Gaines Township, Kent County Michigan, lying East of the centerline of State Trunk Line US-131, Except the North 148.5 feet of the West 340.85 feet thereof.
Tax Parcel Number: 41-22-18-300-012

DESCRIPTION NOTES:

- TOP PORTION OF DESCRIPTION MATCHES 1994 DEED (L.3515, P.844), 2017 DEED (INS.#201708240071534), & 2015 EASEMENT AGREEMENT (INS.#20150729-0066190)
- "DESCRIBED AS FOLLOWS" PORTION MATCHES TAX DESCRIPTION AND CREATES A GAP WITH THE CONDOMINIUM TO THE NORTH.

TOTAL AREA OF SITE - 16.75 AC
16.08 AC (EXCL. 50' ROW)

COMMERCIAL W/ APARTMENTS ABOVE - 2.0 AC

TOTAL OF 12 APARTMENT UNITS
OPEN SHARED PARKING - 24
TOTAL OF 24 PARKING SPACES (2.0 PER UNIT)
COMMERCIAL SPACE - 14,400
52 PARKING SPACES = 277 S.F./SPACE

TOWNHOUSES - 3.4 AC

TOTAL OF 35 UNITS
TOWNHOUSE GARAGE - 35 SPACES
FRONT OF GARAGE - 35 SPACES
OPEN PARKING - 33 SPACES
TOTAL OF 103 PARKING SPACES (2.94 PER UNIT)

APARTMENTS - 10.8 AC

TOTAL OF 140 UNITS
APARTMENT GARAGE - 146 SPACES
OPEN PARKING - 158 SPACES
TOTAL OF 304 PARKING SPACES (2.17 PER UNIT)

DENSITY

TOTAL NUMBER OF UNITS - 187
SITE ACREAGE (EXCL. ROW) - 16.08 ACRES
DENSITY - 187/16.08 = 11.63 UNITS/AC

BREWER PARK P.U.D.

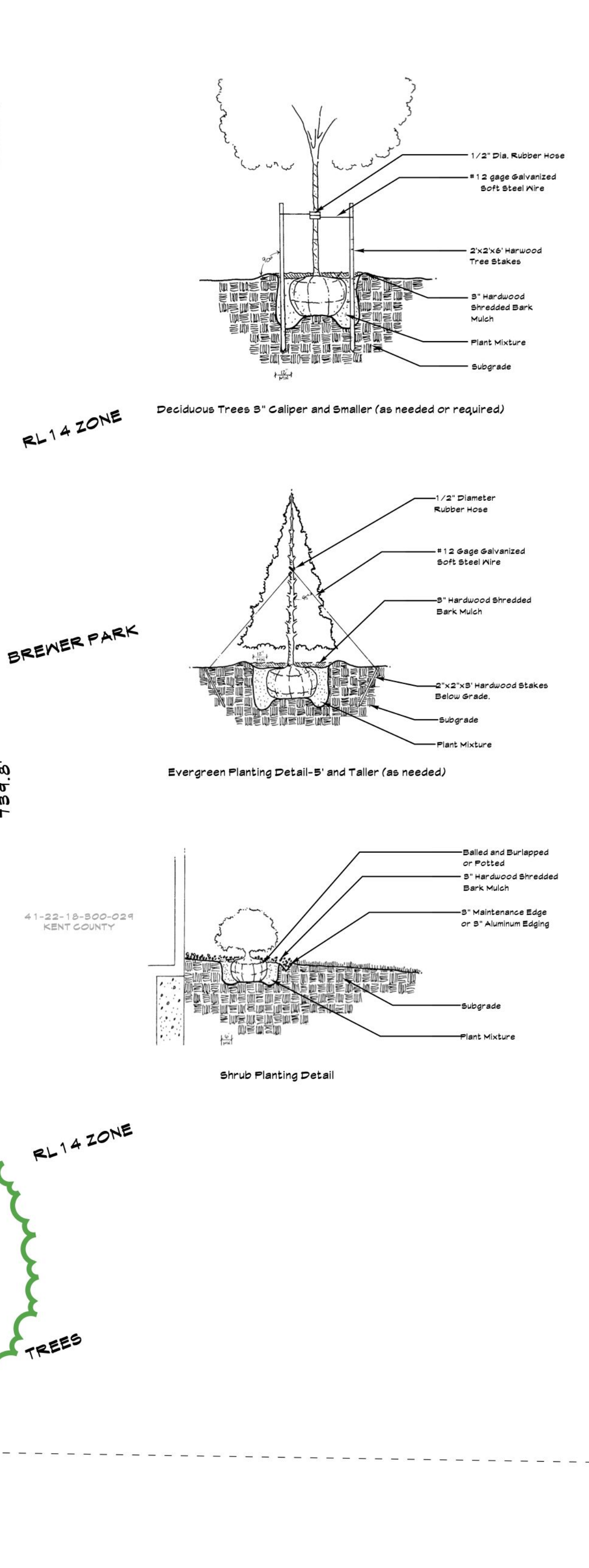
SITE DEVELOPMENT PLAN

FOR: LAND AND COMPANY
ATTN: DAN HIBMA
1701 PORTER STREET
WYOMING, MICHIGAN 49509

PART OF THE SW 1/4, SECTION 18, T5N, R11W, GAINES TOWNSHIP, KENT COUNTY, MICHIGAN

10/02/23	REV. PER TWP. PLANNING COMM.	CDG	DRAWN BY:	CDG	PROJ. ENG.:	TRS	SHEET 2 of 4
07/26/23	REV. PER TWP. PLANNING COMM.	CDG	APPROVED BY:	TRS	DATE:	05/23/23	
DATE	REVISION	BY	FILE NO.:	221578E			

exel engineering, inc.
planners • engineers • surveyors
5252 Clyde Park, S.W. • Grand Rapids, MI 49509
Phone: (616) 531-3660 www.excelengineering.com



Quantity	Common Name	Latin Name	Planted Size	Points
TREES				
8	Ginkgo Tree	Ginkgo biloba	2" cal.	8 x 10 = 80
8	Columnar English Oak	Quercus robur 'Regal Prince'	2" cal.	8 x 10 = 80
4	Red Rocket Maple	Acer rubrum 'Red Rocket'	2" cal.	4 x 10 = 40
28	Crimson Sunset Maple	Acer truncatum x A. platanoides	2" cal.	28 x 10 = 280
7	Redpointe Maple	Acer rubrum 'Frank Jr.'	2" cal.	7 x 10 = 70
8	Royal Raindrops Flowering Crab	Malus 'Royal Raindrops'	2" cal.	8 x 6 = 48
18	White Pine	Pinus strobus	5' ht.	18 x 10 = 180
12	Black Hills Spruce	Picea glauca var. densata	5' ht.	12 x 10 = 120
24	Douglas Fir	Pseudotsuga menziesii	5' ht.	24 x 10 = 240
SHRUBS				
9	Doubs Frosted Juniper	Juniperus chinensis 'Doubs Frosted'	18-24" spd.	9 x 3 = 27
22	Show Off Forsythia	Forsythia x intermedia 'Show Off'	18-24" ht.	22 x 2 = 44
32	Spilled Wine Weigela	Weigela florida 'Bokraspiw'	18-24" spd.	32 x 2 = 64
14	Little Devil Ninebark	Physocarpus opulifolius 'Little Devil'	18-24" ht.	14 x 2 = 28
75	Spartan Juniper	Juniperus chinensis 'Spartan'	4' ht.	75 x 3 = 225
PERENNIALS				
15	Rozanne Geranium	Geranium 'Rozanne'	1 gal.	2.25

Front Yard Landscaping Required:
 595.84' in. ft. of frontage divided by 2 = 297.92 points required
 (149 points from Trees + 149 points from Shrubs)
 Proposed: Points from Trees = 108
 Proposed: Points from Shrubs = 149
 Proposed: Points from Perennials = 2.25
Front Yard Total Proposed Points = 259.25

Parking Lot Landscaping Required:
 242 required parking spaces x 1.5 = 363 points required
 Proposed: Points from Trees = 390
Parking Lot Total Proposed Points = 390



- Notes:**
- Plant sizes specified on the landscape plan shall be the size planted. Plants smaller than specified will be rejected. Substitutions of any kind must be approved by the Landscape Architect.
 - All plantings shall be mulched with 3" shredded premium hardwood bark mulch. Trees in lawn areas shall receive a 6" diameter bark ring 3' deep.
 - The landscape contractor shall remove any twine that is wrapped around the trunk of a tree or shrub as well as the top third of any burlap. Remove excess soil on the top of the root ball to expose the root flare or first layer of roots prior to planting. Use a wire cutter to make 3-5 cuts in the wire basket to allow roots to grow through.
 - A Natural edge shall be used for all planting areas. Aluminum edging shall be used only if indicated on the plan or specified.
 - Parking Islands shall be back filled with at least 24" of topsoil. Amend the topsoil with composted manure and mix into the topsoil at a depth of 6-12". Any aggregate or stone from the construction of the parking lot shall be removed prior to backfill.
 - Lawn areas shall receive at least 4" of topsoil and hydroseeded. Check with specifications for topsoil availability or contact project manager. Topsoil for lawns shall be appropriate for growing and sustaining a healthy lawn. All lawns shall be hydroseeded with a seed blend consisting of 30% Kentucky Bluegrass, 20% Perennial Ryegrass, 10% Hard Fescue, 20% Creeping Red Fescue and 20% Chewings Fescue.
 - Maintenance of the landscape shall be provided for by the owner and include fertilizing of lawn and plant material, yearly pruning, top dressing of mulch areas every other year and provide 1" of water per week during the growing season.
 - Plant materials shall be chosen and installed in accordance with standards recommended by the County Cooperative Extension Service or American Nursery Association.

DJS LANDSCAPE MANAGEMENT
 D.J. Vander Slik
 Grand Rapids, Michigan
 Phone (616) 698-2700 Fax (616) 698-2900

ASSOCIATION OF GRAND RAPIDS
Landscape Professionals
 The Professional
MCN
 MICHIGAN COUNCIL OF NURSERYMEN

PLANET
 Professional Landscape Network

STATE OF MICHIGAN
 JOYCE E. WEISE
 LANDSCAPE ARCHITECT
 No. 1202
 LANDSCAPE ARCHITECT
 Joyce E. Weise P.L.A., A.S.L.A.

PROPOSED LANDSCAPE PLAN FOR:

Brewer Park P.U.D.
 Gaines Twp., Michigan

PROJECT NUMBER:
052125

DRAWN BY:
 Joyce E. Weise P.L.A., A.S.L.A.

DRAWING DATE:
052625

ISSUED FOR:

05/31/25 Site Plan Approval
 05/28/25 Site Plan Approval

SCALE
1"=50'

SHEET NUMBER
L-1

Schedule									
Symbol	Label	QTY	Manufacturer	Catalog	Description	Number Lamps	Lamp Output	LLF	Input Power
	A	23	Lithonia Lighting	CSS L48 ALO3 MVOLT SWW3 80CRI (4000LM 4000K)	Contractor LED Single Strip Light, 48", Switchable lumens (3000LM / 4000LM /5000LM), 120-277V, Switchable White (3500K, 4000K, 5000K), 80 CRI, Set to 4000LM 4000K	1	4206	1	34.2
□	S4	4	Lithonia Lighting	RSX1 LED P4 40K R4	RSX Area Fixture Size 1 P4 Lumen Package 4000K CCT Type R4 Distribution	1	16573	1	133.14
□	S5	4	Lithonia Lighting	RSX1 LED P4 40K R5	RSX Area Fixture Size 1 P4 Lumen Package 4000K CCT Type R5 Distribution	1	16795	1	133.14
□	W	92	RAB Lighting Inc.	SLIM17FA15ADJ_4K at 0% CCT Setting		1	3813	1	28.44
□	W1	47	RAB Lighting Inc.	SLIM17FA15ADJ_4K at 0% CCT Setting		1	3813	0.5	28.44

Statistics

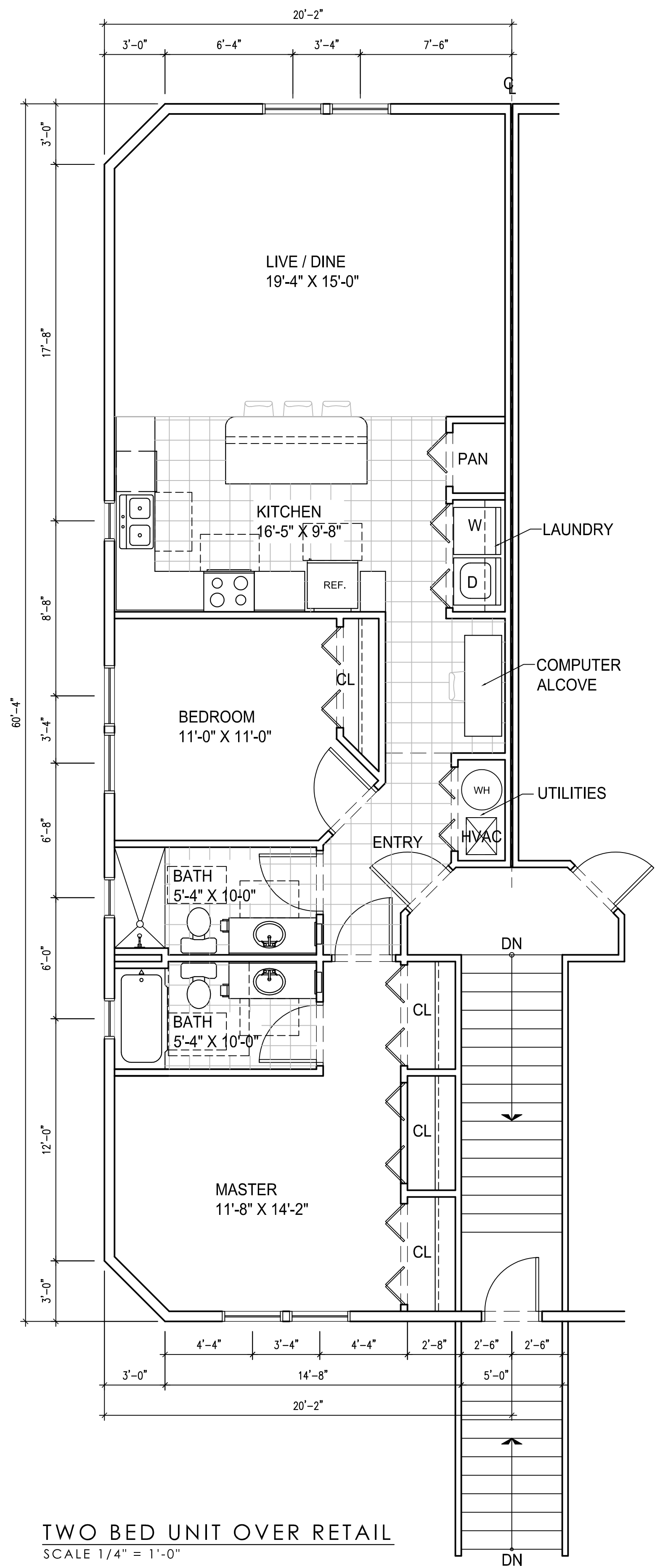
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
Calc Zone #1	+	0.8 fc	16.5 fc	0.0 fc	N/A	N/A



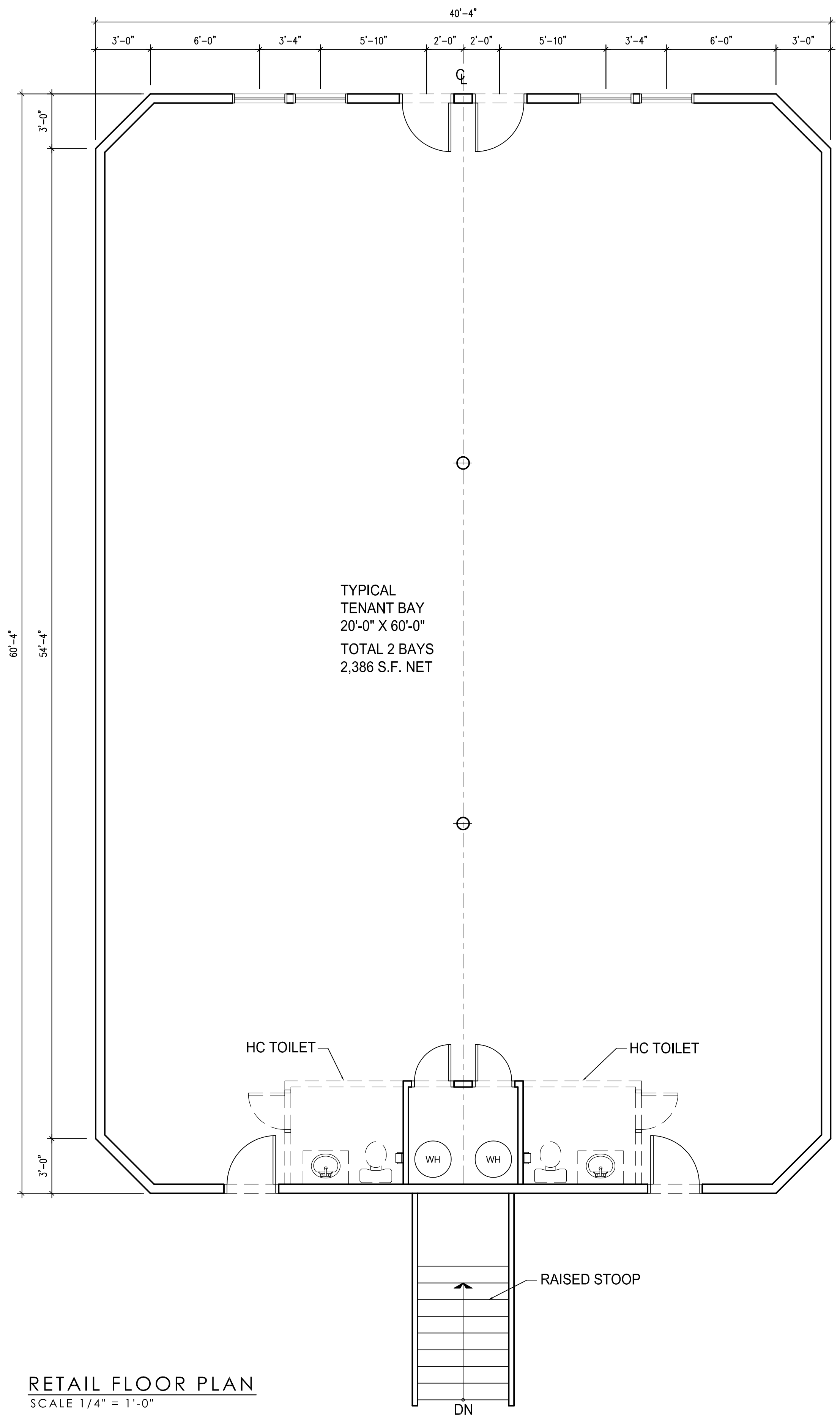
Designer
Date
05/13/2023
Scale
Not to Scale
Drawing No.
Summary

1 of 1

01/27/2021 10:43:24 AM



TWO BED UNIT OVER RETAIL
SCALE 1/4" = 1'-0"

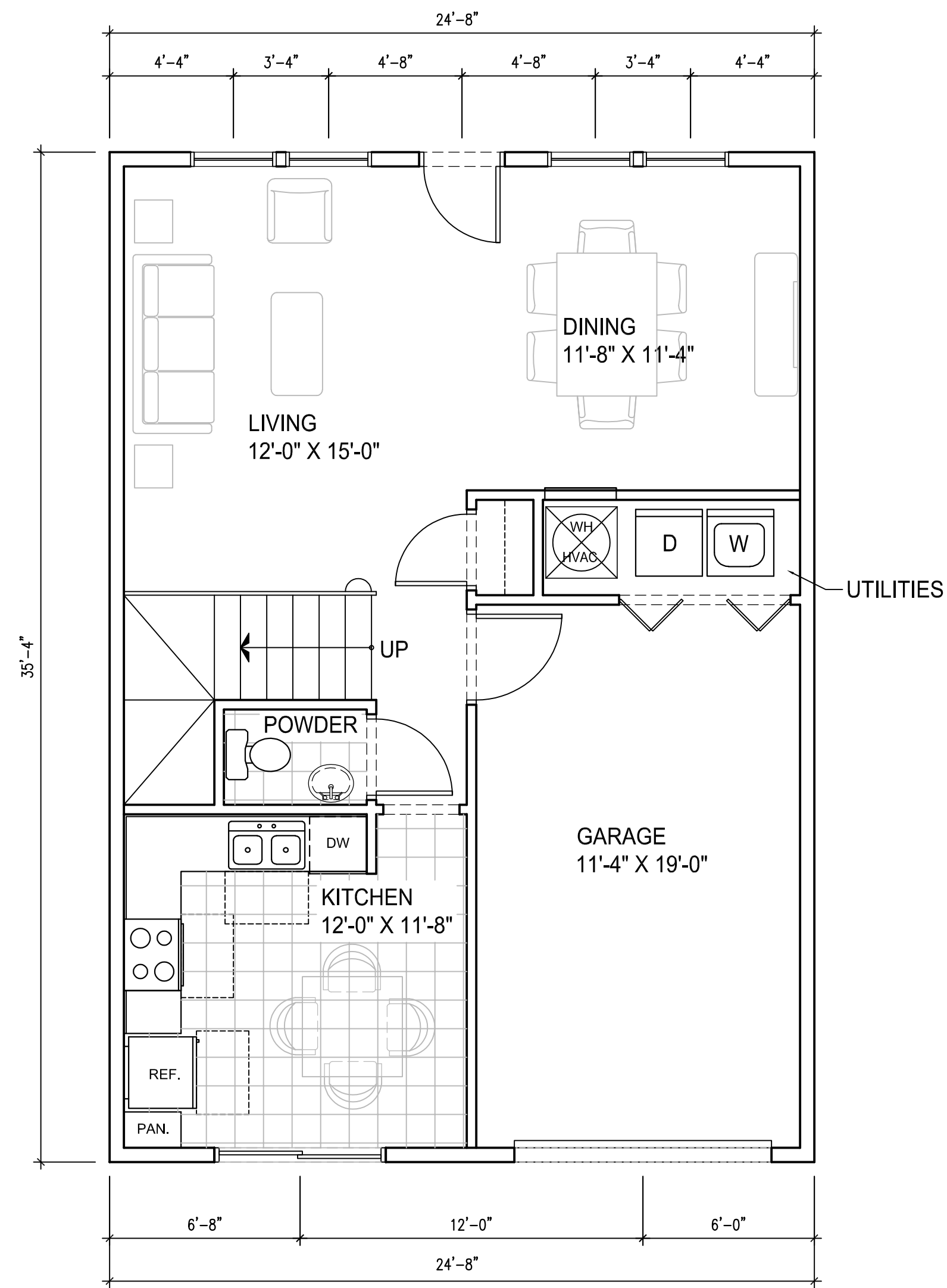


RETAIL FLOOR PLAN
SCALE 1/4" = 1'-0"

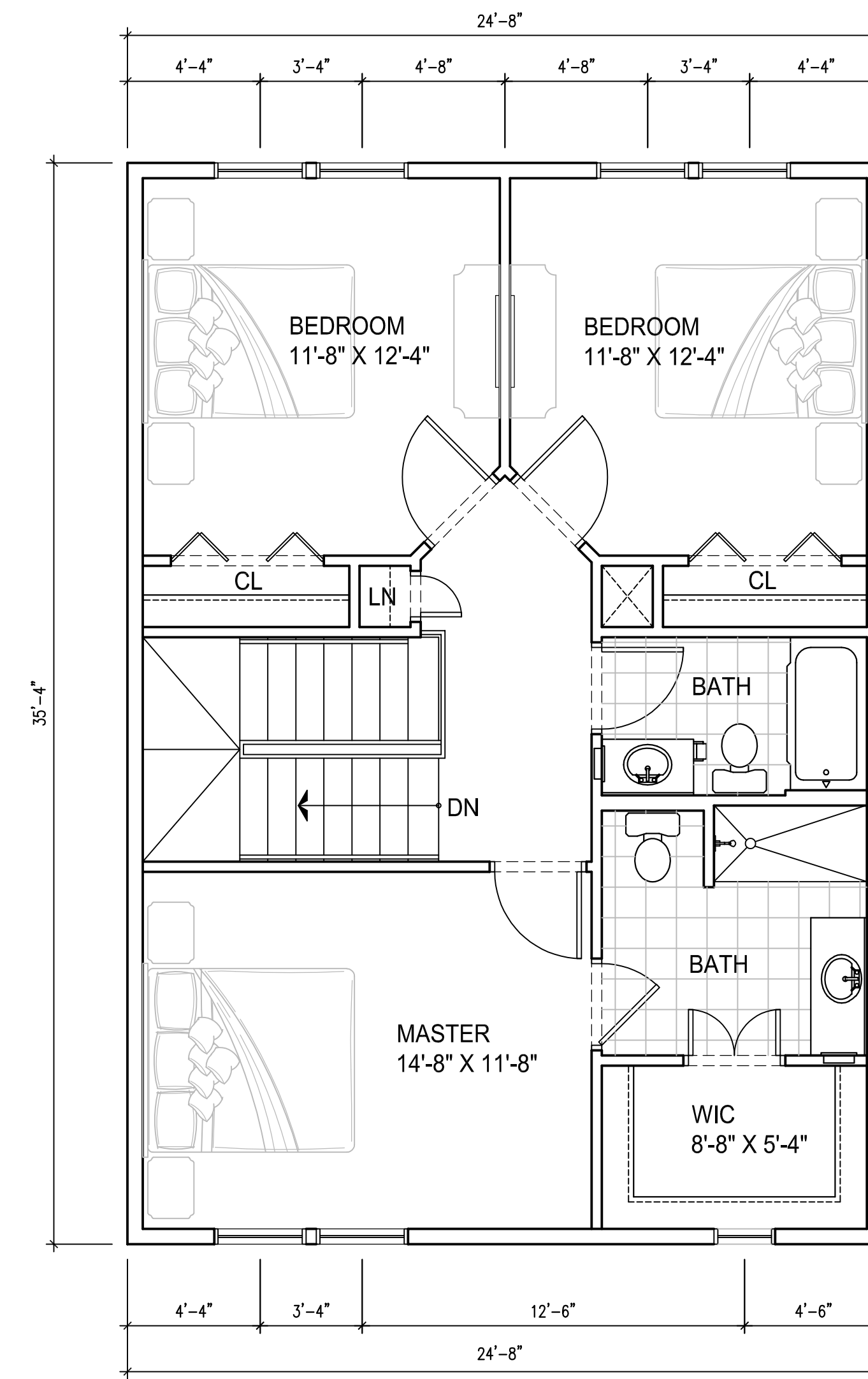


RETAIL w/ SECOND FLOOR UNIT PLAN

BREWER PARK APARTMENTS

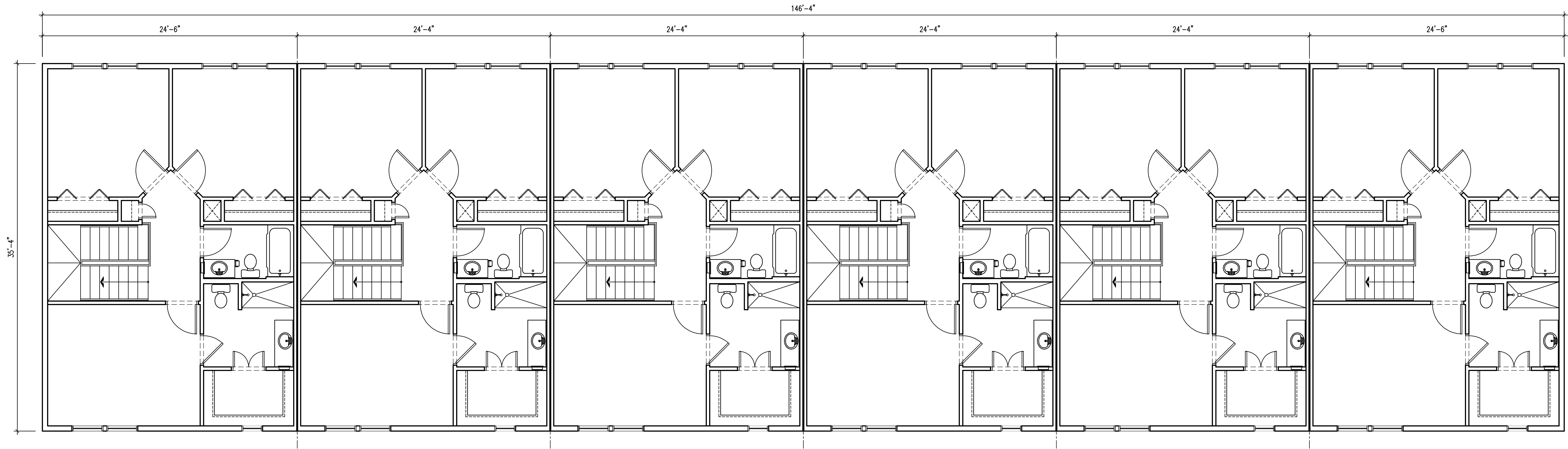


TOWNHOUSE - FIRST FLOOR
SCALE 1/4" = 1'-0"

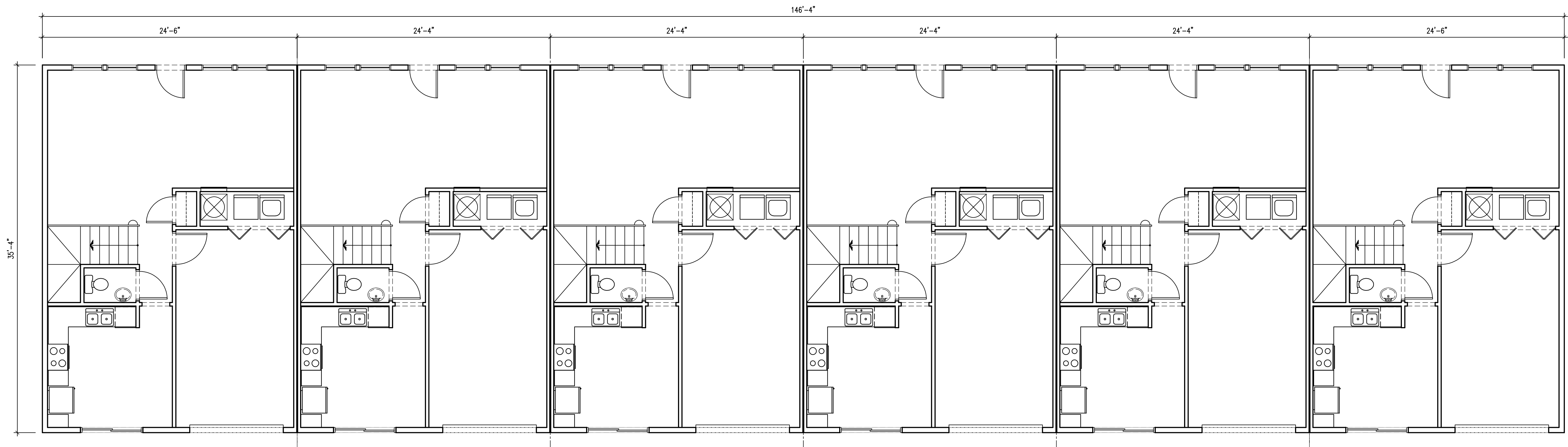


TOWNHOUSE - SECOND FLOOR
SCALE 1/4" = 1'-0"

01/27/2021 10:43:24 AM



TOWNHOUSE - BUILDING PLAN - SECOND FLOOR
SCALE 3/16" = 1'-0"



TOWNHOUSE - BUILDING PLAN - FIRST FLOOR
SCALE 3/16" = 1'-0"

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TOWNHOUSE - FLOOR PLANS

BREWER PARK APARTMENTS

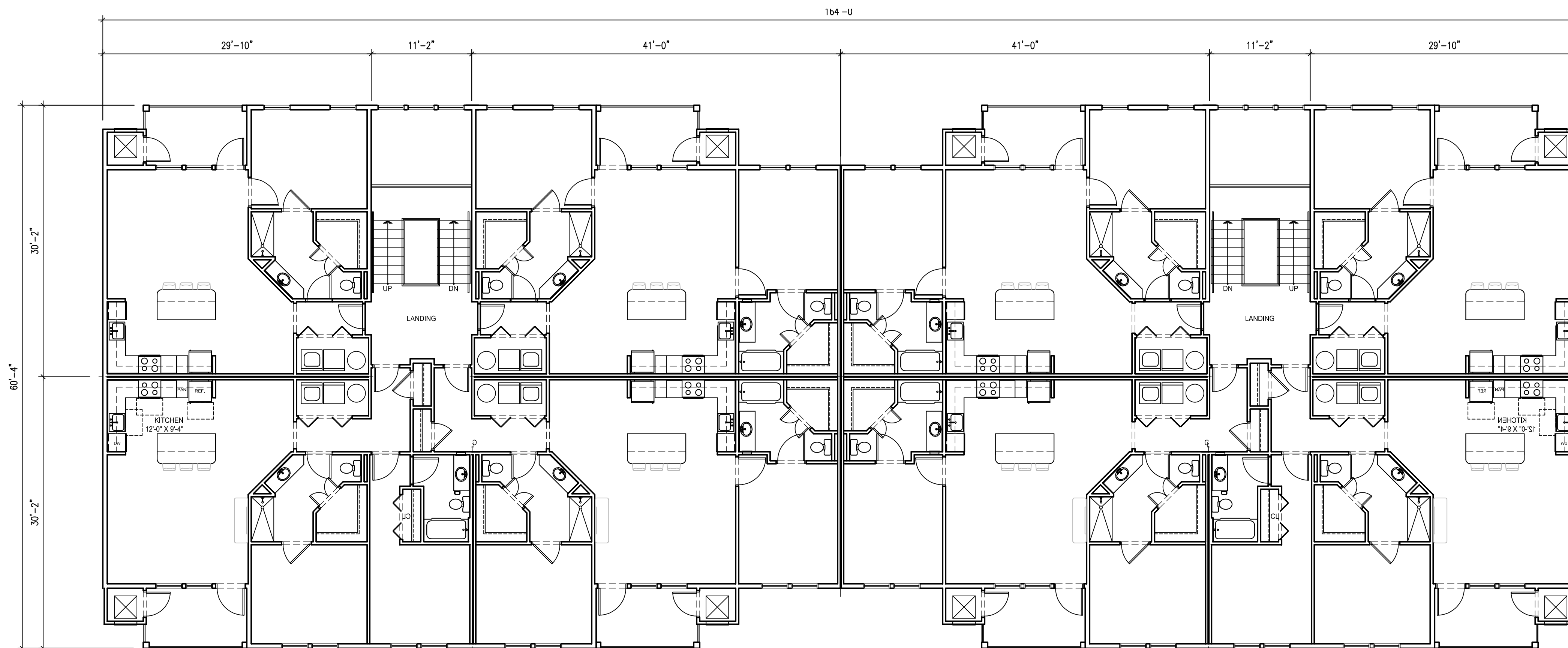
PROJECT
No: 5855

DATE: 2022-08-12

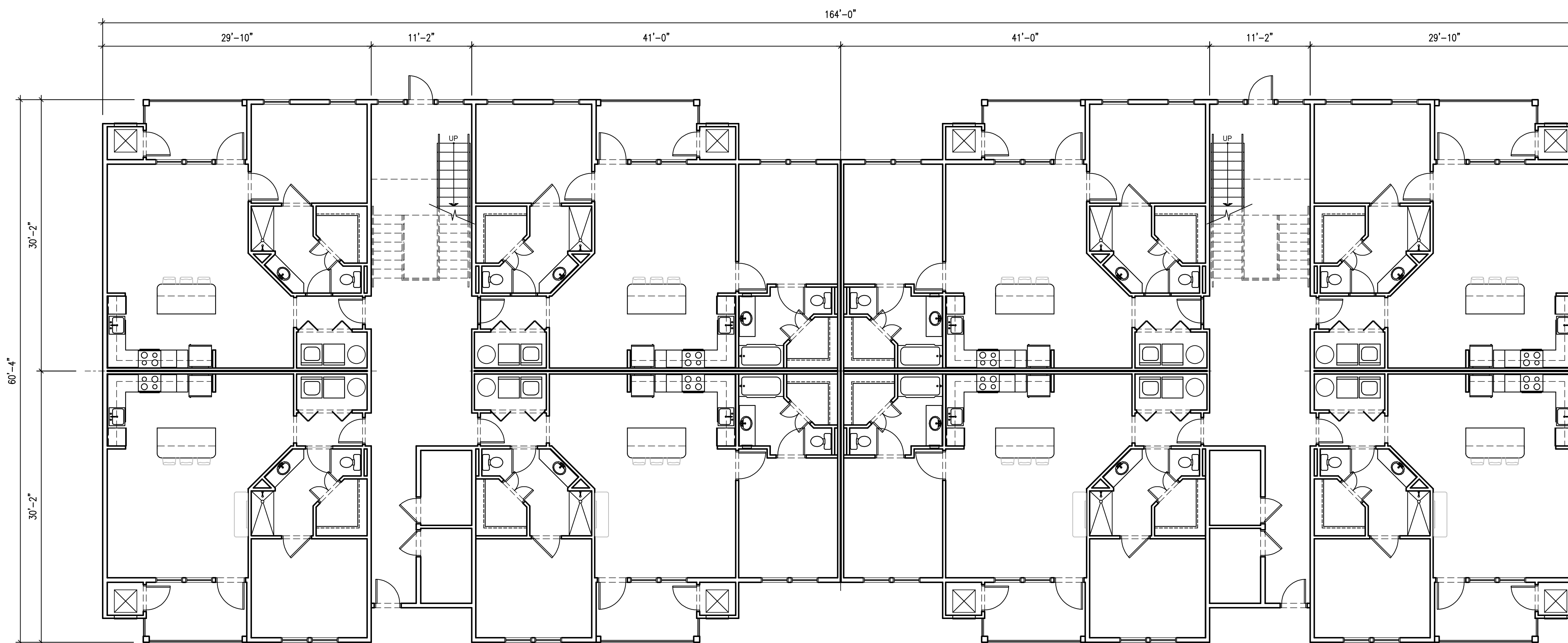
GRAND RAPIDS, MI



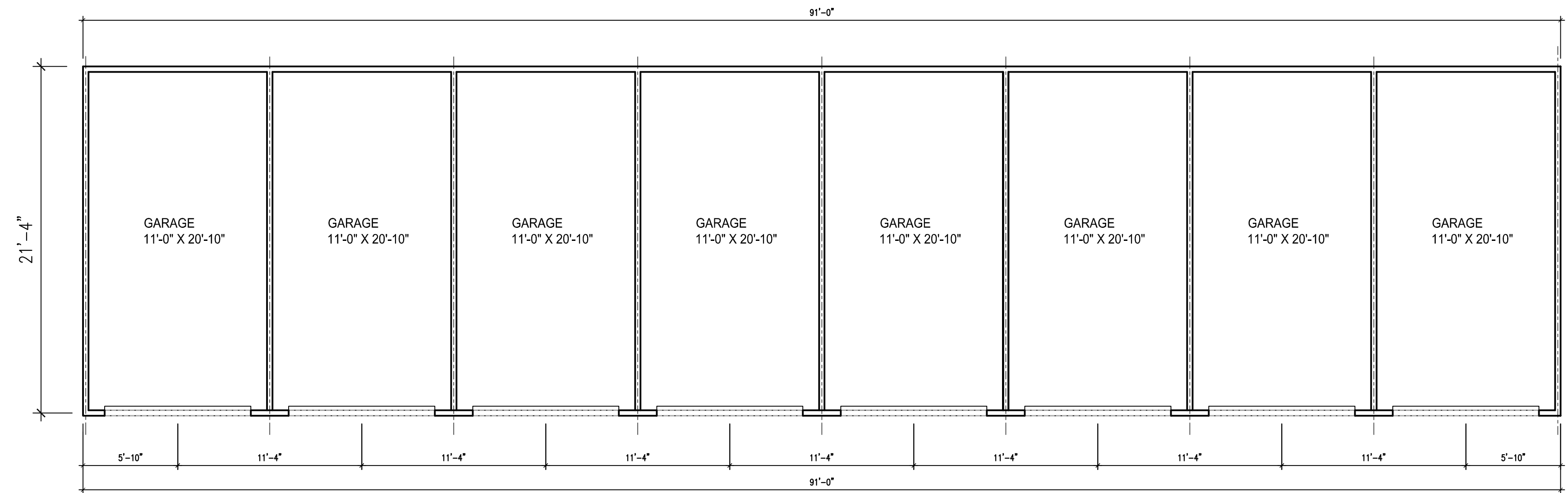
TWO & THREE BEDROOMS UNIT
SCALE 1/4" = 1'-0"



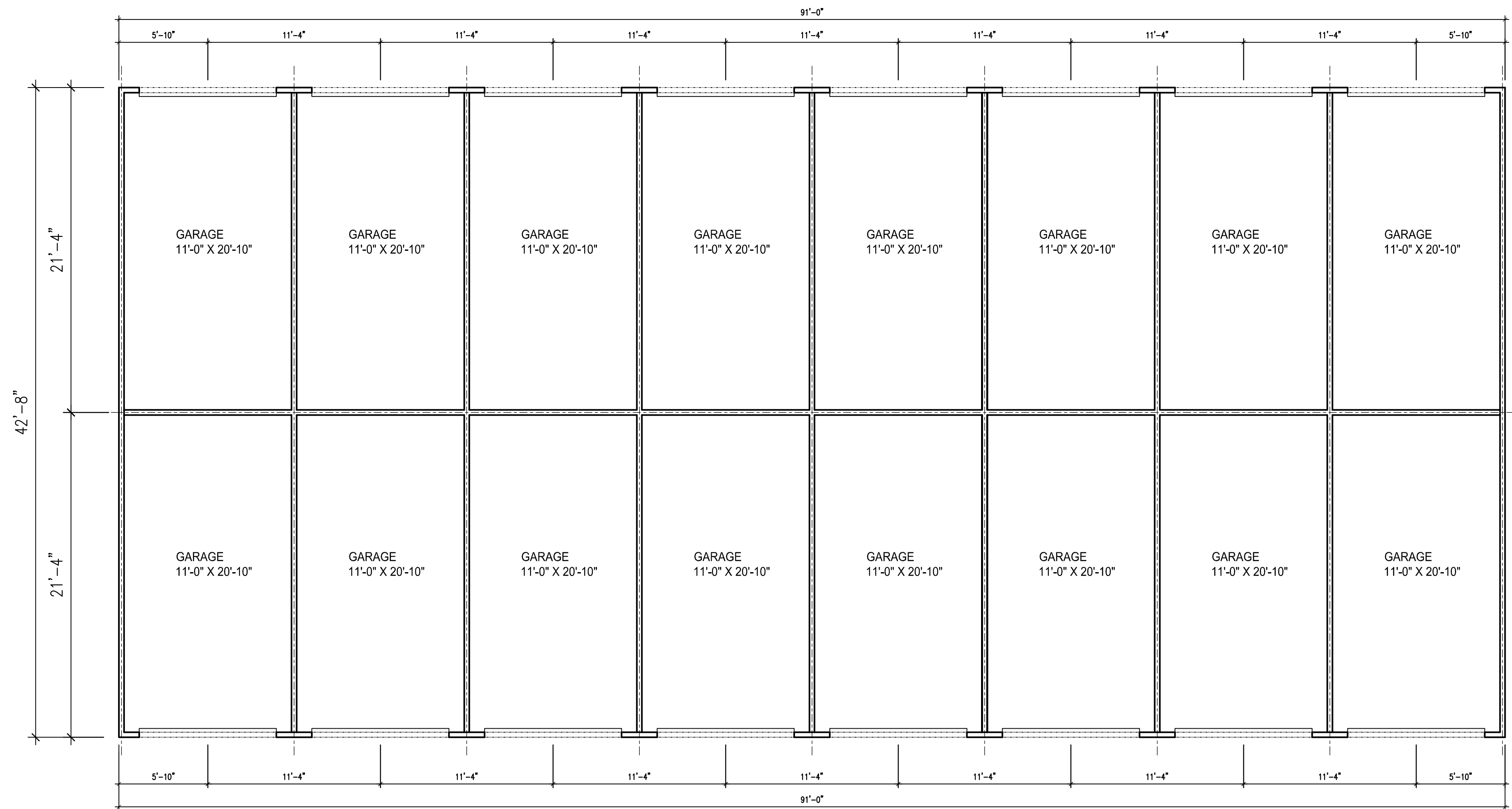
APARTMENTS - UPPER FLOOR PLAN
SCALE 1/8" = 1'-0"



APARTMENTS - GROUND FLOOR PLAN
SCALE 1/8" = 1'-0"



SINGLE BAY - PRIVATE PARKING FLOOR PLAN
 SCALE 3/16" = 1'-0"



DOUBLE BAY - PRIVATE PARKING FLOOR PLAN
 SCALE 3/16" = 1'-0"

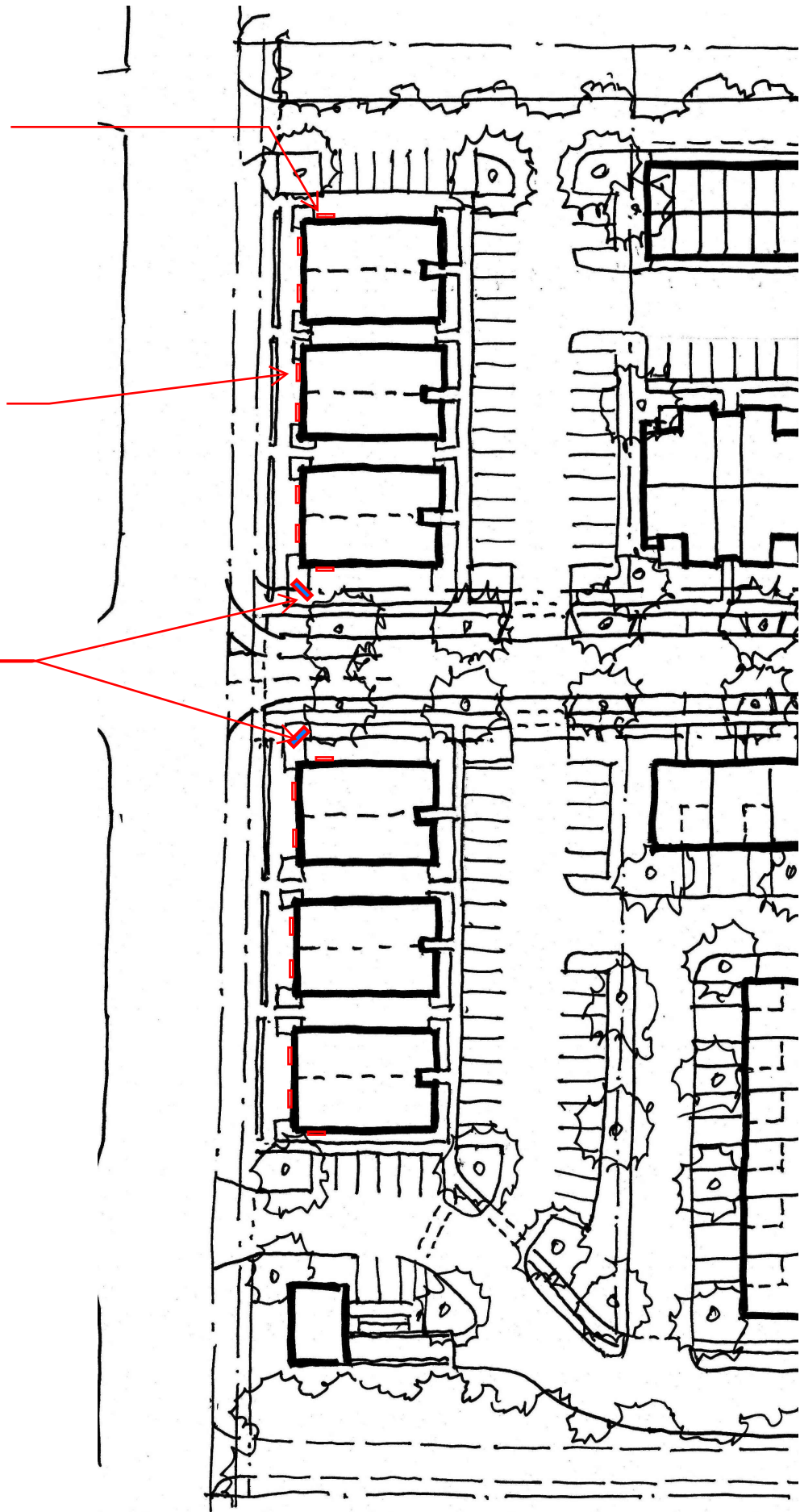
SAMPLE WALL SIGNAGE
OVER GROUND LEVEL
COMMERCIAL
STOREFRONT



At each vehicular
entry point, provide
wall mounted
marquee sign above
window oriented
toward traffic flow on
main frontage

Typical wall mounted
marquee sign above
store front for each
ground level tenant

Matching ground
mounted gateway
signs allowing for
residential community
identification



SAMPLE PEDESTRIAN
ORIENTED BLADE SIGN
BELOW GROUND LEVEL
RETAIL CANOPY NEAR
ENTRY TO EACH
COMMERCIAL TENANT



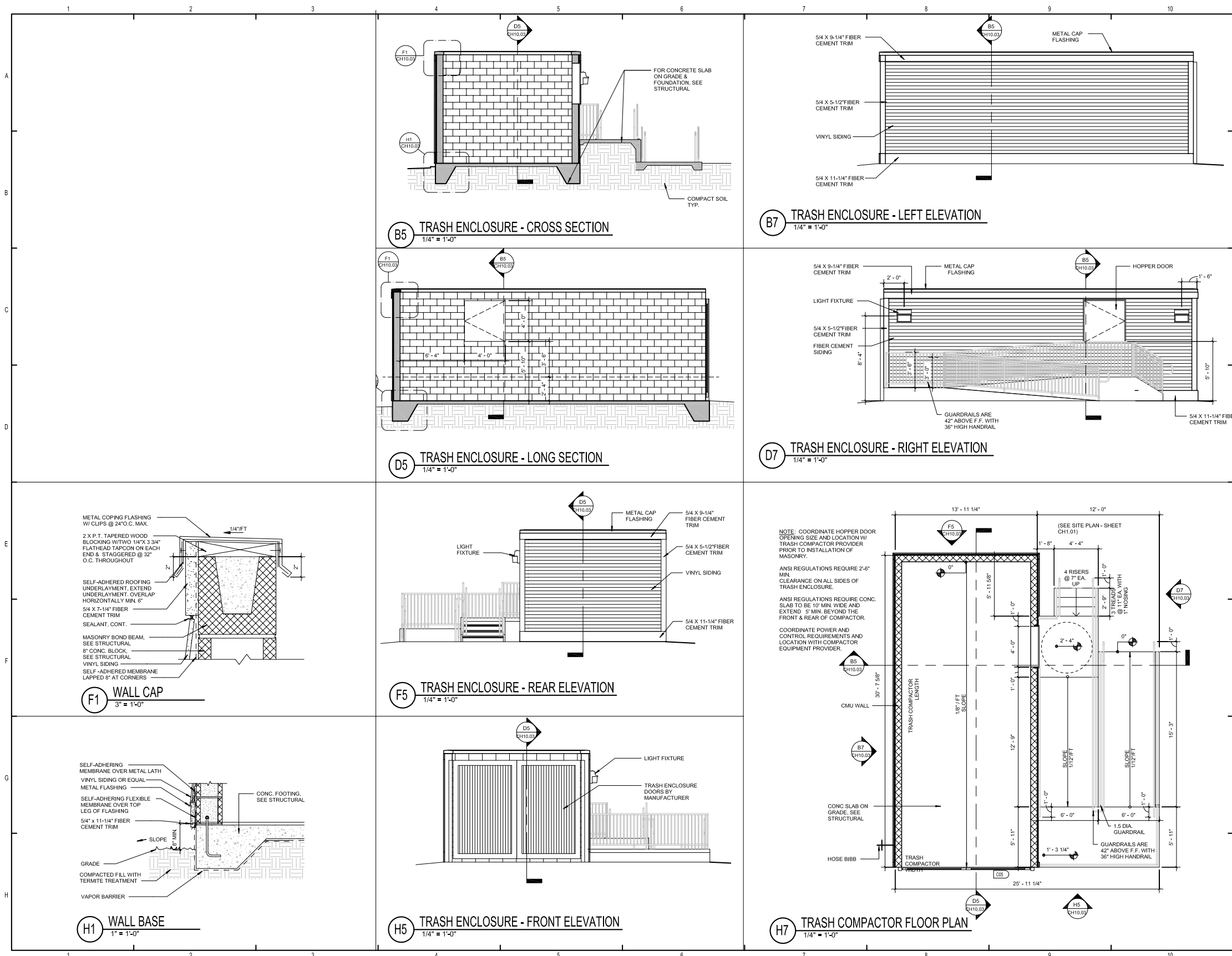
SAMPLE GROUND
MONUMENT SIGN



5' max

12' max

SIGNAGE PROPOSAL



DUMPSTER AND WASTE MANAGEMENT STRUCTURE PROPOSAL

































**CHARTER TOWNSHIP OF GAINES
COUNTY OF KENT**

At a regular meeting of the Township Board of the Charter Township of Gaines, Kent County, Michigan, held in the Gaines Township Hall, on the _____ day of October, 2023, at 7:00 p.m., at which a quorum of the members was present, the following resolution was offered by Member _____ and seconded by Member _____.

RESOLUTION NO. 2023-_____

**A RESOLUTION EXPRESSING SUPPORT TO MAINTAIN LOCAL CONTROL OVER LOCAL LAND
USES INCLUDING, BUT NOT LIMITED TO: SHORT-TERM RENTALS, INDUSTRIAL SOLAR
INSTALLATIONS, INDUSTRIAL WIND TURBINE INSTALLATIONS AND SAND AND GRAVEL
MINING**

WHEREAS, local townships are best able to determine which uses should and should not be in their local communities and what plans are best and reasonable for each neighborhood rather than having these decisions forced onto townships by the state government; and

WHEREAS, the legislature of the State of Michigan may propose and attempt to pass into law bills that strip away local community control over local land uses including, but not limited to: short-term rentals, industrial solar installations, industrial wind turbine installations and sand and gravel mining; and

WHEREAS, the Board of Gaines Charter Township is committed to protecting our communities' land from special interests trying to strip away local control;

NOW, THEREFORE, the Board of Gaines Charter Township resolves as follows:

Section 1. Gaines Charter Township is opposed to the legislature of the State of Michigan proposing and passing bills that take away or otherwise limit local control over local land uses, including, but not limited to: short-term rentals, industrial solar installations, industrial wind turbine installations and sand and gravel mining.

Section 2. Gaines Charter Township is opposed to the construction, operation, maintenance, repair, replacement and decommissioning of industrial wind facilities, industrial solar facilities, sand and gravel mines and similar uses in our community unless these projects comply with township ordinances and regulations.

Section 3. Gaines Charter Township supports the longstanding right of local community self-determination as provided by the laws and constitution of the State of Michigan.

Section 4. As the members of the Board of Gaines Charter Township, we resolve to maintain the duties and responsibilities bestowed upon us as elected representatives by our constituents to execute their will to the best of our abilities in these matters.

AYES: _____

NAYS: _____

RESOLUTION DECLARED ADOPTED.

Date

Michael A. Brew, Clerk
Charter Township of Gaines
Kent County, Michigan



MEMO

Staff Communication – Action Required

DATE: October 5, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: Set Public Hearing Date for Proposed 2024 Budget

SUMMARY OF TOPIC:

Statute requires the Township hold a public hearing regarding our proposed 2024 Budget.

Staff proposes setting the required public hearing for November 13, 2023, which is a regularly scheduled meeting date.

Holding the public hearing in November will give us ample time to advertise the public hearing twice (as required). Ideally, we will also be able to adopt the budget at the November 13, 2023 meeting.

FINANCIAL IMPACT:

NONE

BUDGET ACTION REQUIRED:

NONE

STAFF RECOMMENDATION:

Staff recommends the Township Board sets the public hearing for the proposed 2024 budget for November 13, 2023.



MEMO

Staff Communication-Action Required

DATE: October 6, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: Cutlerville Fire Advisory Committee

SUMMARY OF TOPIC:

As the Township works through the logistics of the cancellation of the Cutlerville Fire Department Intergovernmental Agreement, Staff would propose that the Board create an Advisory Committee to help with the process. This Committee would do a deep dive in working through the information needed to make the best decisions for the Township moving forward. The Committee would be charged with developing options and making recommendations for the Board to review and make final decisions.

BUDGET ACTION REQUIRED: NONE

STAFF RECOMMENDATION:

Staff would recommend the following people be considered for the Committee:

The Supervisor, one other Board member, the Township Manager, the Fire Chief, The Deputy Chief, two Firefighters from the Cutlerville Fire Department, one Firefighter from the Dutton Fire Department, and one resident with an understanding of firefighting and fire department operations.



CHARTER TOWNSHIP OF GAINES

MEETING LOCATION: 8555 Kalamazoo Ave., SE, Caledonia, MI 49316
Township Board of Trustees Joint Meeting with Byron Township Board of Trustees

PRELIMINARY AGENDA

MONDAY – October 9, 2023

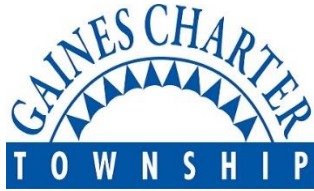
Time: 5:30PM

- 1. Opening Prayer ~ Kathy Vander Stel**
- 2. Pledge of Allegiance**
- 3. Call to Order and Attendance ~ Robert DeWard**
- 4. Declaration of Conflict of Interest**
- 5. Approval of Agenda**
- 6. Public Comments – *Public may speak regarding anything on the agenda which is NOT scheduled for a public hearing (comments limited to 3 minutes per speaker)***
- 7. New Business**
 - a. Consider ~ 2024 Cutlerville Fire Department Budget**
- 8. Public Comments ~ *On any topic (comments limited to 3 minutes per speaker)***
- 9. Manager's Comments**
- 10. Supervisors Comments**
- 11. Trustee Comments**

ANY INTERESTED PERSONS ARE INVITED TO ATTEND AND PARTICIPATE IN ALL TOWNSHIP BOARD OF TRUSTEE MEETINGS. PERSONS WITH DISABILITIES NEEDING ANY SPECIAL ACCOMMODATIONS SHOULD CONTACT THE TOWNSHIP OFFICES ONE WEEK PRIOR TO THE MEETING TO REQUEST MOBILITY, VISUAL OR ANY OTHER ASSISTANCE.

Preliminary Agenda – Subject to Change

The contents of supporting documents (such as text, graphics, images, information, and references) are created and supplied by the author.



CHARTER TOWNSHIP OF GAINES
MEETING LOCATION: 8555 Kalamazoo Ave., SE, Caledonia, MI 49316
Township Board of Trustees Meeting
PRELIMINARY AGENDA
MONDAY – October 23, 2023
Time: 5:30PM

- 1. Opening Prayer ~ Bob Terpstra**
- 2. Pledge of Allegiance**
- 3. Call to Order and Attendance ~ Rob DeWard**
- 4. Declaration of Conflict of Interest**
- 5. Approval of Agenda**
- 6. Communications ~ Informational items ~ *letters, reports, updates, etc.***
- 7. Scheduled Speakers**
- 8. Public Comments – *Public may speak regarding anything on the agenda which is NOT scheduled for a public hearing (comments limited to 3 minutes per speaker)***
- 9. Public Hearings – NONE**
[CLOSED SESSION](#)
- 10. New Business**
 - a. Consider ~ Purchase of new truck for Cutlerville Fire**
 - b. Consider ~ Retaining the Cutlerville Fire Station**
- 11. Public Comments ~ *On any topic (comments limited to 3 minutes per speaker)***
- 12. Manager's Comments**
- 13. Supervisors Comments**
- 14. Trustee Comments**

NEXT SCHEDULED BOARD OF TRUSTEES MEETING: November 13, 2023

ANY INTERESTED PERSONS ARE INVITED TO ATTEND AND PARTICIPATE IN ALL TOWNSHIP BOARD OF TRUSTEE MEETINGS. PERSONS WITH DISABILITIES NEEDING ANY SPECIAL ACCOMMODATIONS SHOULD CONTACT THE TOWNSHIP OFFICES ONE WEEK PRIOR TO THE MEETING TO REQUEST MOBILITY, VISUAL OR ANY OTHER ASSISTANCE.

Preliminary Agenda – Subject to Change

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8555 Kalamazoo Ave., SE
Caledonia, MI 49316

www.gainestownship.org

Phone: 616-698-6640
Fax: 616-698-2490

November 9, 2023

Gaines Township Board of Trustees
8555 Kalamazoo Ave SE
Caledonia, MI 49316

RE: November 13, 2023, Township Board Meeting

Township Board Members:

You will find that you have another monster agenda this month. There will be two public hearings that take place during the meeting. The first will be for the 2024 Township Budgets. The second will be for the Brewer Park PUD. This PUD will be located on Division Avenue and the property will meet up with Brewer Park.

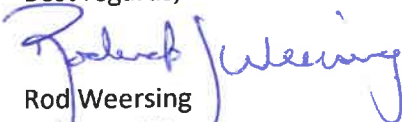
Under new business you will then consider many items related to the 2024 Township Budgets. You have previously set the Public Safety Special Assessment rate at 1.00 mils. At this meeting you will consider approving the resolution for the Special Assessment that needs to be done each year. You will also be considering establishing wages for elected officials as well as wage increases for Paid on Call and Part-time Firefighters.

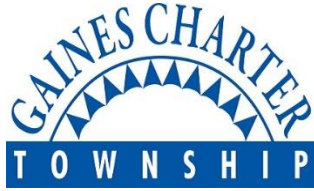
In the packet you will find a rate quote from the West Michigan Health Insurance Pool. The Personnel Committee has recommended a change to the WMHIP as well as a change to the Township HSA Contribution Policy. It is also time for the Board to consider the annual resolution exempting the Township from Public Act 152 of 2011 which relates to the Township health insurance benefits.

Toward the end of the agenda, you will see that there are three items that have been forwarded for your consideration from the Planning Commission. There is a request to re-classify a liquor license. Lastly, there is an opportunity for the Board to go to Closed Session to discuss property acquisition related to the Cutlerville Fire Station.

If you should have any questions about any of these items, please don't hesitate to reach out to me.

Best regards,


Rod Weersing
Township Manager



CHARTER TOWNSHIP OF GAINES
MEETING LOCATION: 8555 Kalamazoo Ave., SE, Caledonia, MI 49316
Township Board of Trustees Meeting
PRELIMINARY AGENDA
MONDAY – November 13, 2023
Time: 7:00PM

- 1. Opening Prayer ~ Dan Fryling**
- 2. Pledge of Allegiance**
- 3. Call to Order and Attendance ~ Robert DeWard**
- 4. Declaration of Conflict of Interest**
- 5. Review of Consent Agenda ~ *items must be removed from the consent agenda in order to be discussed***
- 6. Approval of Agenda**
- 7. Communications ~ Informational items ~ *letters, reports, updates, etc.***
 - a. Building Dept. October 2023 Revenue Report**
 - b. Cutlerville Fire Run Report**
 - c. Dutton Fire Run Report**
 - d. Community Policing Report**
 - e. Cutlerville Fire Board Meeting Minutes**
- 8. Scheduled Speakers - NONE**
- 9. Public Comments – *Public may speak regarding anything on the agenda which is NOT scheduled for a public hearing (comments limited to 3 minutes per speaker)***
- 10. Public Hearings**
 - a. 2024 Budget**
 - b. Brewer Park PUD**
- 11. Consent Agenda:**
 - a. Minutes:**
 - October 9, 2023 5:30 meeting**
 - October 9, 2023 7:00 meeting**
 - October 23, 2023 7:00 meeting**

b. Check Registers for month of October 2023

i. General Fund (101):	\$283,656.29
ii. Public Safety SAD (205):	\$578,672.72
iii. Building Inspections (549):	\$ 11,444.99
iv. Water and Sewer (590 & 591):	<u>\$416,875.00</u>
TOTAL OF ALL FUNDS:	\$1,290,649.00

c. Treasurer's financial report

12. New Business

- a. Consider ~ Resolution Setting the Public Safety Special Assessment Rate to 1.00 Mil**
- b. Consider ~Resolution Establishing Elected Officials 2024 Wages**
 - i. Clerk**
 - ii. Supervisor**
 - iii. Treasurer**
 - iv. Trustees**
- c. Consider ~ Establish Township Manager's salary (per contract)**
- d. Consider ~Resolution Exempting Gaines Charter Township from Requirements of Public Act 152 of 2011**
- e. Consider ~ Increase in Firefighter Compensation**
 - i. Cutlerville**
 - ii. Dutton**
- f. Consider ~ Proposed 2024 Budgets**
- g. Consider ~ Switch from current provider to West Michigan Health Insurance Pool for our health/dental/vision/disability/life insurance policies.**
- h. Consider ~ HSA contribution policy**
- i. Consider ~ Brewer Park PUD**
- j. Consider ~ Dutton & Division Corridor-Rezoning Request-General Commercial (C-2) to Neighborhood Commercial (C-1)**
- k. Consider ~ Zoning Ordinance Text Amendment Chapter 7 – Medium and High-Density Residential Zoning District 1st Read**
- l. Consider ~ Request to re-classify liquor license**
- m. Closed Session ~ Cutlerville Fire Station**

13. Public Comments ~ *On any topic (comments limited to 3 minutes per speaker)*

14. Manager's Comments

15. Supervisors Comments

16. Trustee Comments

NEXT SCHEDULED BOARD OF TRUSTEES MEETING: December 11, 2023

Note – December 4th is reserved as a regular meeting date if needed

ANY INTERESTED PERSONS ARE INVITED TO ATTEND AND PARTICIPATE IN ALL TOWNSHIP BOARD OF TRUSTEE MEETINGS. PERSONS WITH DISABILITIES NEEDING ANYT SPECIAL ACCOMMODATIONS SHOULD CONTACT THE TOWNSHIP OFFICES ONE WEEK PRIOR TO THE MEETING TO REQUEST MOBILITY, VISUAL OR ANY OTHER ASSISTANCE.

Preliminary Agenda – Subject to Change

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Revenue Breakdown Report

Page: 1 of 27

11/01/2023

Filter: All Records, Transaction.DateToPostOn Between 10/1/2023 12:00:00 AM AND 10/31/2023 11:59:59 PM

Unit Totals		
Unit Name	Records	Revenue
	172	48,339.25
TOTAL	172	48,339.25

Record Type Totals		
Unit:	Records	Revenue
Permit	172	48,339.25
UNIT TOTAL:	172	48,339.25

Record Type Breakdowns		
Unit:		
Record Type: Permit	Records	Revenue
Building	20	9,226.00
Commercial Sign	3	270.00
Deck	4	520.00
Electrical	43	12,360.00
Irrigation Meter	1	90.00
Mechanical	68	20,943.25
Plumbing	26	4,265.00
Residential Roofing	5	450.00
Swimming Pool	1	130.00
Water Heater Replacement	1	85.00
TOTAL:	172	48,339.25

Incidents by Category and Month

Jan 01, 2022 12:00 AM to Nov 06, 2023 03:54 PM



Incident Type Category	2023											2023		2022		YTD % Change
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
1 - Fire	3	9	2	3	9	15	9	1	5	5	3	64	3%	92	5%	-30.43%
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	0	1	0	0	1	0	0	0	1	0	0	3	0%	1	0%	200%
3 - Rescue & Emergency Medical Service Incident	128	115	141	127	149	145	164	124	139	104	25	1,361	71%	1,331	73%	2.25%
4 - Hazardous Condition (No Fire)	2	4	1	3	7	2	7	6	5	4	0	41	2%	34	2%	20.59%
5 - Service Call	4	1	2	2	2	10	2	2	5	2	1	33	2%	53	3%	-37.74%
6 - Good Intent Call	27	12	24	21	22	18	15	22	15	15	1	192	10%	160	9%	20%
7 - False Alarm & False Call	17	16	20	10	9	15	25	21	31	15	3	182	10%	156	9%	16.67%
8 - Severe Weather & Natural Disaster	0	0	0	0	0	0	0	1	0	0	0	1	0%	3	0%	-66.67%
9 - Special Incident Type	3	3	2	2	6	4	3	4	0	6	0	33	2%	2	0%	1,550%
Grand Total	184	161	192	168	205	209	225	181	201	151	33	1,910	100%	1,832	100%	4.26%

Incidents by District/Zone

Jan 01, 2022 12:00 AM to Nov 06, 2023 10:27 AM

District/Zone	2023											2023		2022		YTD % Change
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
B1U - Byron Township	7	0	1	1	3	1	6	0	5	6	1	31	2%	0	0%	N/A
B2U - Byron Township	29	23	22	31	36	26	42	20	35	18	4	286	15%	2	20%	14,200%
B3U - Byron Township	15	8	11	13	12	10	7	8	11	6	1	102	5%	0	0%	N/A
B4U - Byron Township	15	24	24	5	26	31	24	19	15	14	1	198	10%	0	0%	N/A
B5S - Byron Township	2	0	4	0	0	1	2	1	0	2	0	12	1%	0	0%	N/A
B6S - Byron Township	8	14	16	11	12	14	11	16	9	8	2	121	6%	0	0%	N/A
B7R - Byron Township	0	0	1	1	1	4	0	3	1	2	0	13	1%	0	0%	N/A
B8R - Byron Township	1	1	0	0	0	0	2	1	0	1	1	7	0%	0	0%	N/A
Byron Township Fire	0	4	3	0	0	2	0	1	2	0	0	12	1%	0	0%	N/A
Dutton Fire Department	1	2	1	1	0	2	2	0	2	2	0	13	1%	0	0%	N/A
G1U - Gaines Township	40	20	48	41	45	43	60	43	50	38	8	436	23%	2	20%	21,700%
G2S - Gaines Township	20	16	16	21	20	28	18	23	11	12	3	188	10%	4	40%	4,600%
G3U - Gaines Township	22	23	26	15	26	19	29	19	38	23	6	246	13%	0	0%	N/A
G4S - Gaines Township	2	4	4	7	1	6	3	5	4	3	0	39	2%	1	10%	3,800%
G5S - Gaines Township	9	14	5	11	8	9	10	6	5	6	0	83	4%	0	0%	N/A
G6S - Gaines Township	6	1	1	1	3	0	1	4	3	3	0	23	1%	0	0%	N/A
G7R - Gaines Township	1	1	4	4	4	2	2	5	3	5	1	32	2%	0	0%	N/A
G8R - Gaines Township	1	1	1	0	0	2	0	1	1	0	0	7	0%	1	10%	600%
Kentwood	3	3	3	4	8	8	4	4	6	1	2	46	2%	0	0%	N/A
Wyoming	2	2	1	1	0	1	2	2	0	1	0	12	1%	0	0%	N/A
Grand Total	184	161	192	168	205	209	225	181	201	151	30	1,907	100%	10	100%	18,970%

Monthly Call Volume Year over Year

Jan 01, 2022 12:00 AM to Nov 06, 2023 10:29 AM



Month Name	2023		2022		YTD % Change
	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
January	184	10%	166	9%	10.84%
February	161	8%	174	9%	-7.47%
March	192	10%	164	9%	17.07%
April	168	9%	180	10%	-6.67%
May	205	11%	216	12%	-5.09%
June	209	11%	176	10%	18.75%
July	225	12%	181	10%	24.31%
August	181	9%	177	10%	2.26%
September	201	11%	191	10%	5.24%
October	151	8%	167	9%	-9.58%
November	30	2%	40	2%	-25%
Grand Total	1,907	100%	1,832	100%	4.09%

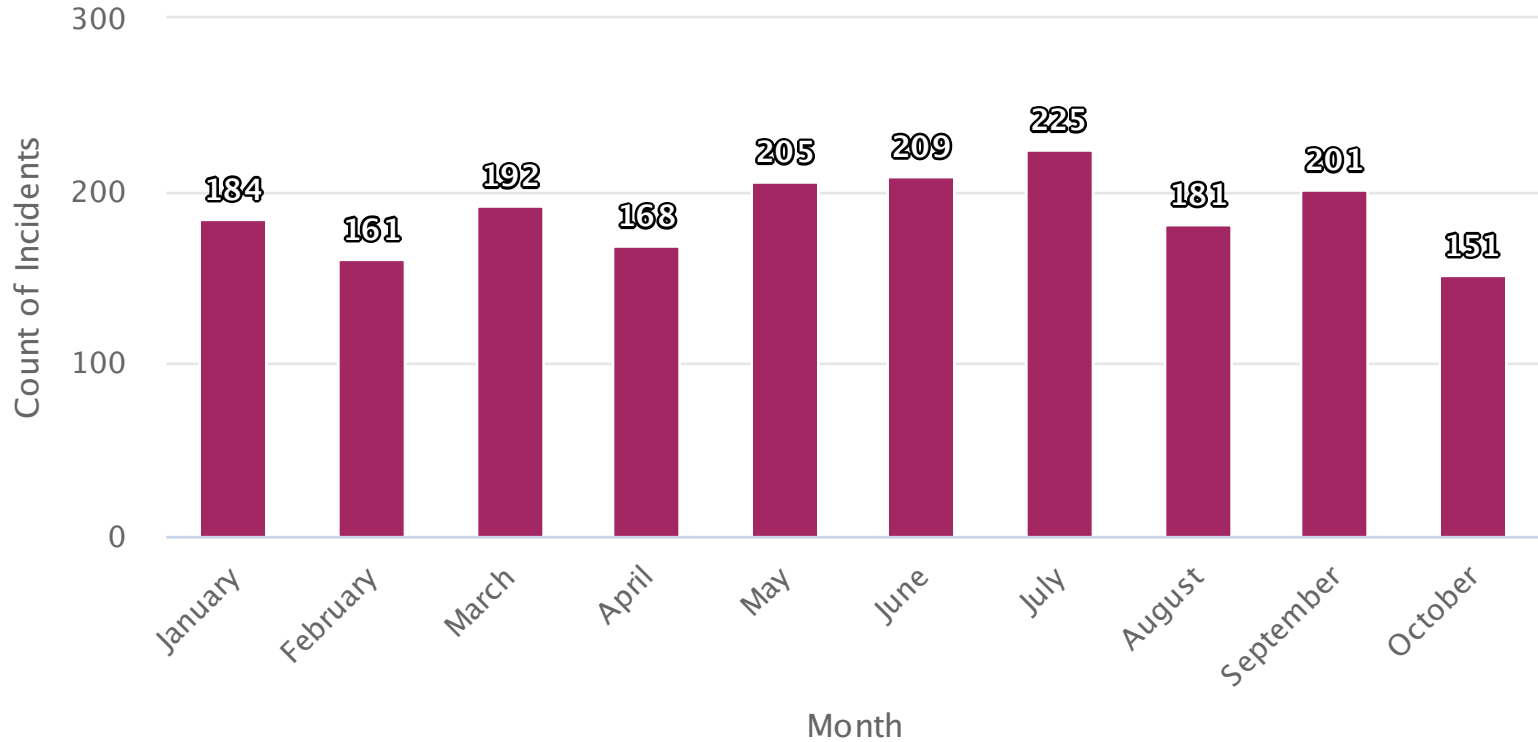
Incidents by Day and Hour

Jan 01, 2023 to Oct 31, 2023

Day of Week	Hour of Day																							
	0000	0200	0400	0600	0800	1000	1200	1400	1600	1800	2000	2200	2400	0000	0200	0400	0600	0800	1000	1200	1400	1600	1800	2000
Sunday	11	9	13	5	4	5	5	8	8	12	17	11	12	17	9	14	15	16	12	13	14	9	7	7
Monday	6	4	12	4	5	7	6	10	15	10	11	19	18	16	16	15	9	23	19	11	16	15	9	7
Tuesday	8	4	8	7	6	7	9	8	10	14	20	12	13	16	6	13	24	11	13	20	15	15	4	10
Wednesday	7	7	2	6	2	9	4	12	13	13	14	18	16	14	12	21	14	12	11	19	13	17	13	8
Thursday	6	10	7	2	7	3	8	10	13	8	14	17	14	18	15	19	16	15	16	11	12	7	13	14
Friday	10	5	1	6	9	6	8	9	14	9	16	16	14	18	19	11	15	24	6	12	16	7	6	10
Saturday	5	11	7	4	7	4	4	8	7	9	15	19	10	20	9	12	9	13	12	14	16	11	14	9

Incidents by Month

Jan 01, 2023 to Oct 31, 2023



2023

Incidents by Shift

Jan 01, 2023 to Oct 31, 2023



Aid Given and Received Summary

Jan 01, 2023 to Oct 31, 2023



Fire Department	Automatic Aid Given	% of Total Automatic Aid Given	Automatic Aid Received	% of Total Automatic Aid Received	Mutual Aid Given	% of Total Mutual Aid Given	Mutual Aid Received	% of Total Mutual Aid Received
Byron Township Fire Department	5	0%	7	0%	3	0%	30	0%
City of Kentwood Fire Department	17	0%	20	0%	3	0%	6	0%
City of Wyoming Fire Department	3	0%	11	0%	4	0%	3	0%
Dutton Fire Department	5	0%	13	0%	4	0%	65	0%
Overall	30	100%	51	100%	14	100%	104	100%

Calls in Progress

Jan 01, 2023 12:00 AM to Oct 31, 2023 11:59 PM

Calls in Progress	Occurrences	% of Occurrences	Hours	% of Hours
0 Calls In Progress	1,709	45.50%	6,666.22	91.37%
1 Call In Progress	1,870	49.79%	599	8.21%
2 Calls In Progress	168	4.47%	29.65	0.41%
3 Calls In Progress	8	0.21%	1.04	0.01%
4 Calls In Progress	1	0.03%	0.09	0%
Totals	3,756	100%	7,296	100%

Incidents by Category and Month

Jan 01, 2022 12:00 AM to Nov 06, 2023 10:21 AM

Incident Type Category	2023											2023		2022		YTD % Change
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
1 - Fire	3	2	1	1	8	7	5	1	3	3	1	35	5%	35	5%	0%
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	0	1	0	0	0	0	0	0	0	0	0	1	0%	3	0%	-66.67%
3 - Rescue & Emergency Medical Service Incident	39	46	54	33	42	45	39	36	66	50	11	461	64%	423	65%	8.98%
4 - Hazardous Condition (No Fire)	1	4	1	2	1	2	0	3	4	3	0	21	3%	14	2%	50%
5 - Service Call	4	3	5	2	3	4	3	2	1	3	0	30	4%	30	5%	0%
6 - Good Intent Call	10	6	7	7	5	9	10	11	13	10	1	89	12%	87	13%	2.30%
7 - False Alarm & False Call	9	6	3	3	8	10	12	11	12	12	0	86	12%	60	9%	43.33%
8 - Severe Weather & Natural Disaster	0	0	0	0	0	0	0	0	0	0	0	0	0%	1	0%	-100%
9 - Special Incident Type	0	0	0	0	0	0	0	0	0	0	0	0	0%	2	0%	-100%
Grand Total	66	68	71	48	67	77	69	64	99	81	13	723	100%	655	100%	10.38%

Incidents by District/Zone

Jan 01, 2022 12:00 AM to Nov 06, 2023 10:14 AM

District/Zone	2023											2023		2022		YTD % Change
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
Byron Twp Fire - Byron Twp	0	2	1	0	0	1	0	0	0	0	0	4	1%	0	N/A	N/A
Caledonia Township	2	3	0	2	0	0	0	2	2	2	1	14	2%	0	N/A	N/A
Cascade Township	0	0	0	1	0	0	0	0	0	0	0	1	0%	0	N/A	N/A
Cutlerville - Byron Township	2	3	0	1	0	6	4	1	1	0	0	18	2%	0	N/A	N/A
Cutlerville - Gaines Township	6	6	8	5	10	13	14	7	13	4	3	89	12%	0	N/A	N/A
Kentwood	3	1	1	0	2	3	1	3	3	3	0	20	3%	0	N/A	N/A
Leighton Township	1	0	0	0	2	0	2	0	0	0	0	5	1%	0	N/A	N/A
Zone 01S - Dutton	3	1	1	1	0	0	2	1	5	3	1	18	2%	0	N/A	N/A
Zone 02S - Dutton	8	9	9	5	8	8	12	6	6	6	1	78	11%	0	N/A	N/A
Zone 03S - Dutton	6	4	10	5	5	11	8	7	10	5	1	72	10%	0	N/A	N/A
Zone 04S - Dutton	13	12	7	9	8	15	7	15	18	26	2	132	18%	0	N/A	N/A
Zone 05S - Dutton	0	0	0	0	0	0	0	0	13	6	1	20	3%	0	N/A	N/A
Zone 06S - Dutton	2	7	4	1	4	2	1	3	2	5	0	31	4%	0	N/A	N/A
Zone 07S - Dutton	5	4	5	4	6	3	3	3	6	4	1	44	6%	0	N/A	N/A
Zone 08S - Dutton	3	1	4	3	1	1	0	2	1	2	0	18	2%	0	N/A	N/A
Zone 09S - Dutton	7	7	8	3	8	6	6	5	7	8	2	67	9%	0	N/A	N/A
Zone 11R - Dutton	0	0	1	1	0	0	0	0	0	0	0	2	0%	0	N/A	N/A
Zone 12R - Dutton	0	1	2	0	2	1	0	0	2	0	0	8	1%	0	N/A	N/A
Zone 13R - Dutton	1	1	1	0	1	0	1	1	1	1	0	8	1%	0	N/A	N/A
Zone 14R - Dutton	0	1	1	0	3	1	0	1	1	0	0	8	1%	0	N/A	N/A
Zone 15R - Dutton	0	1	0	2	0	1	2	1	2	0	0	9	1%	0	N/A	N/A
Zone 16R - Dutton	0	0	2	0	2	1	0	3	2	1	0	11	2%	0	N/A	N/A
Zone 17R - Dutton	0	1	1	0	0	0	1	0	1	1	0	5	1%	0	N/A	N/A
Zone 18R - Dutton	0	0	0	1	0	0	0	0	0	1	0	2	0%	0	N/A	N/A
Zone 19R - Dutton	3	1	1	0	0	1	0	0	2	1	0	9	1%	0	N/A	N/A
Zone 20R - Dutton	1	0	1	3	2	0	1	1	0	0	0	9	1%	0	N/A	N/A
Zone 21R - Dutton	0	1	1	1	1	2	1	0	0	0	0	7	1%	0	N/A	N/A
Grand Total	66	68	71	48	67	77	69	64	99	81	13	723	100%	0	100%	N/A

District/Zone	2023											2023		2022		YTD % Change
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
Zone 22R - Dutton	0	1	1	0	1	0	0	0	1	0	0	4	1%	0	N/A	N/A
Zone 23R - Dutton	0	0	1	0	1	1	3	2	0	2	0	10	1%	0	N/A	N/A
Grand Total	66	68	71	48	67	77	69	64	99	81	13	723	100%	0	100%	N/A

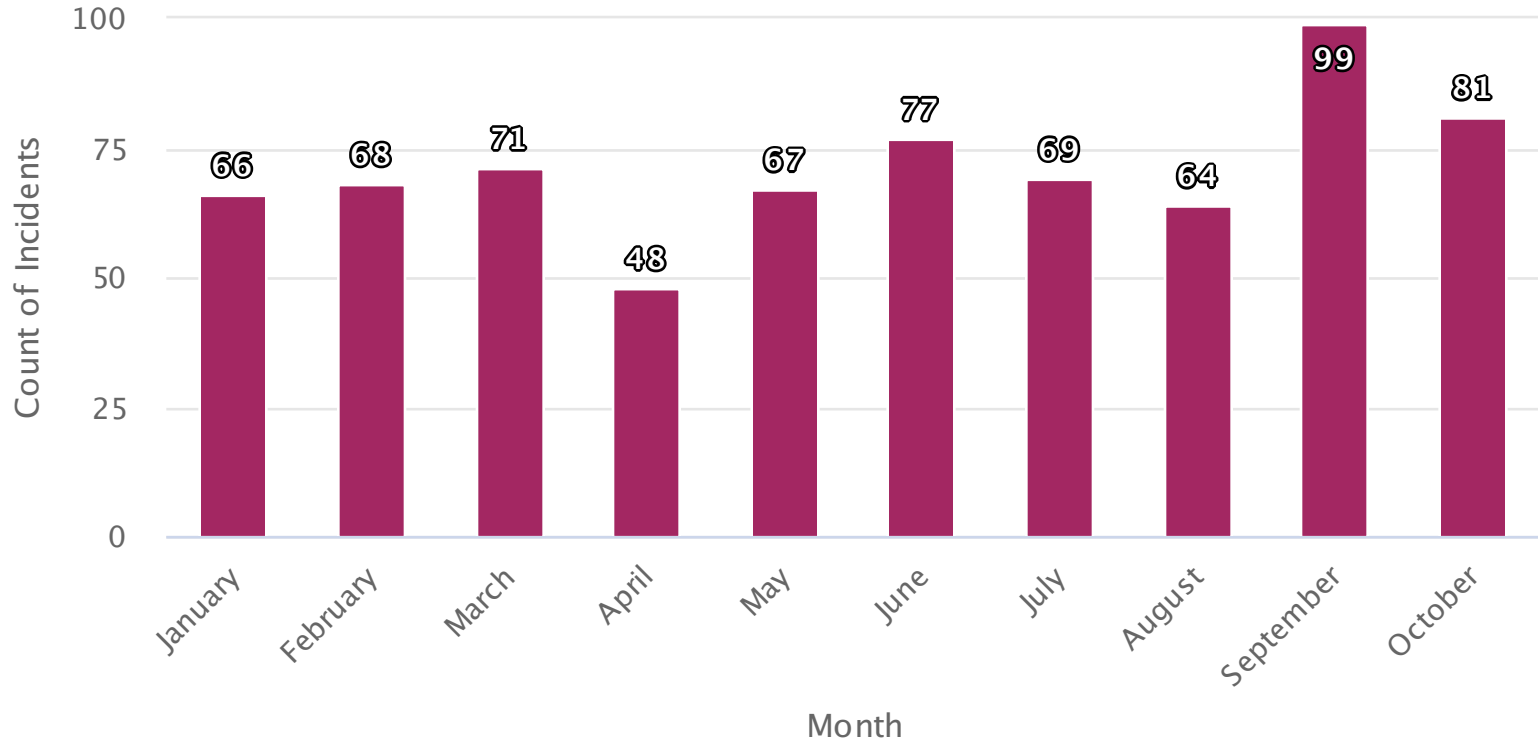
Monthly Call Volume Year over Year

Jan 01, 2022 12:00 AM to Nov 06, 2023 10:17 AM

Month Name	2023		2022		YTD % Change
	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
January	66	9%	72	11%	-8.33%
February	68	9%	67	10%	1.49%
March	71	10%	62	9%	14.52%
April	48	7%	42	6%	14.29%
May	67	9%	68	10%	-1.47%
June	77	11%	53	8%	45.28%
July	69	10%	71	11%	-2.82%
August	64	9%	47	7%	36.17%
September	99	14%	81	12%	22.22%
October	81	11%	80	12%	1.25%
November	13	2%	12	2%	8.33%
Grand Total	723	100%	655	100%	10.38%

Incidents by Month

Jan 01, 2023 to Oct 31, 2023



2023

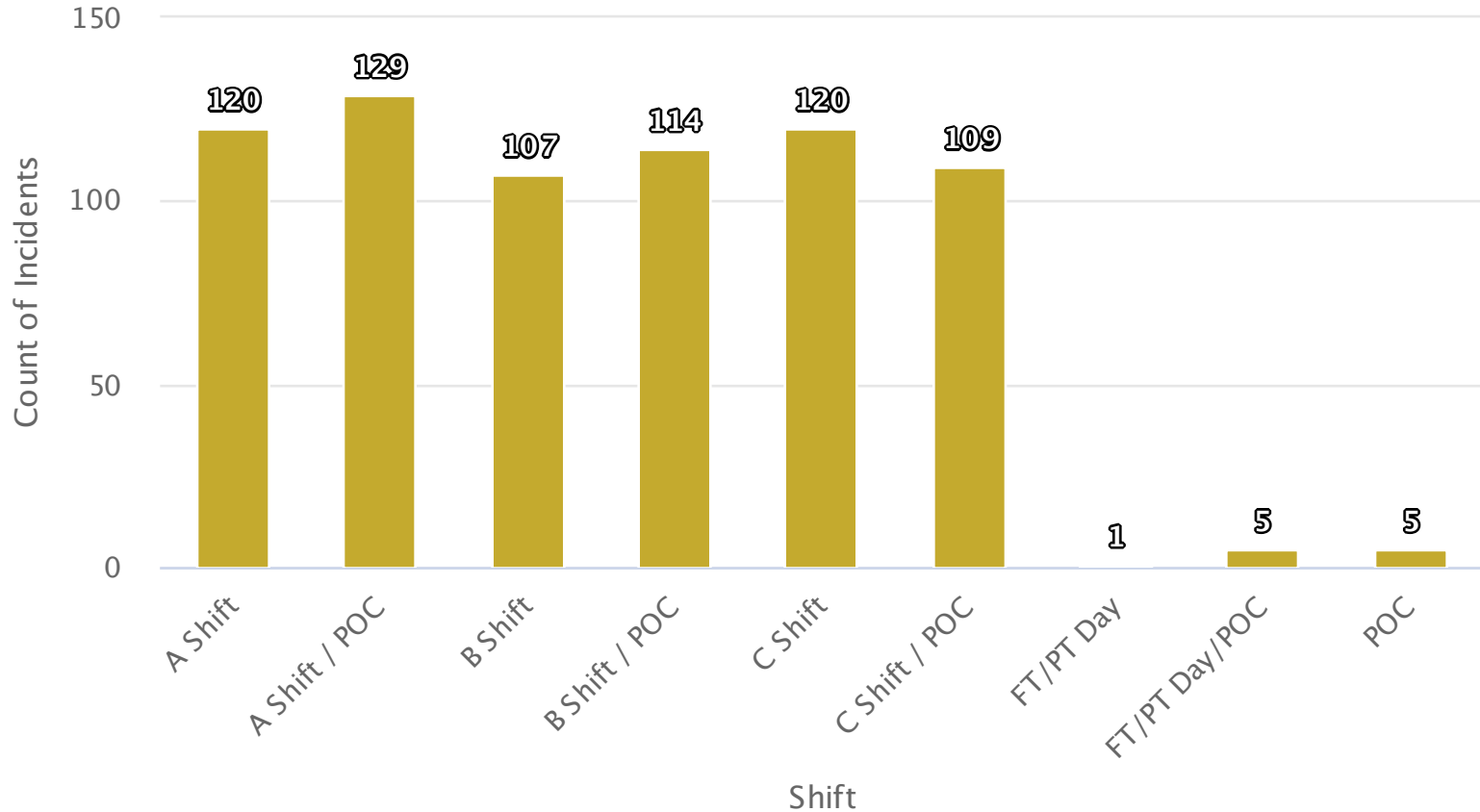
Incidents by Day and Hour

Jan 01, 2023 to Oct 31, 2023

		Hour of Day																							
		0000		0200		0400		0600		0800		1000		1200		1400		1600		1800		2000		2200	
Day of Week	Sunday	5	3	2	1	0	3	1	2	3	6	8	2	4	7	2	8	5	8	4	7	5	3	2	2
	Monday	1	1	4	0	0	1	3	4	7	3	4	5	5	6	6	5	3	9	7	2	2	6	2	1
	Tuesday	2	1	2	1	2	0	3	3	3	6	7	7	6	7	4	4	7	1	3	8	4	5	7	2
	Wednesday	2	1	3	3	3	1	1	2	5	9	9	6	6	9	5	8	4	5	5	10	6	3	4	4
	Thursday	4	2	1	1	1	1	1	5	6	5	5	11	6	4	6	10	5	9	11	8	5	5	5	3
	Friday	1	2	2	2	1	1	2	4	7	5	4	7	5	5	7	6	6	6	5	4	4	5	6	2
	Saturday	3	4	3	0	0	3	1	1	6	6	3	2	6	8	3	8	5	9	6	10	8	2	3	2

Incidents by Shift

Jan 01, 2023 to Oct 31, 2023



Aid Given and Received Summary

Jan 01, 2023 to Oct 31, 2023

Fire Department	Automatic Aid Given	% of Total Automatic Aid Given	Automatic Aid Received	% of Total Automatic Aid Received	Mutual Aid Given	% of Total Mutual Aid Given	Mutual Aid Received	% of Total Mutual Aid Received
Byron Township Fire Department	0	0%	0	0%	2	0%	0	0%
Caledonia Township Fire Department	2	0%	1	0%	3	0%	5	0%
Cascade Township Fire Department	1	0%	0	0%	0	0%	0	0%
City of Kentwood Fire Department	10	0%	5	0%	2	0%	5	0%
Cutlerville Fire Department	12	0%	5	0%	70	0%	4	0%
Leighton Township Fire Department	1	0%	0	0%	0	0%	0	0%
Overall	26	100%	11	100%	77	100%	14	100%

Calls in Progress

Jan 01, 2023 12:00 AM to Oct 31, 2023 11:59 PM

Calls in Progress	Occurrences	% of Occurrences	Hours	% of Hours
0 Calls In Progress	671	47.22%	7,002.17	95.97%
1 Call In Progress	709	49.89%	286.09	3.92%
2 Calls In Progress	40	2.81%	7.48	0.10%
3 Calls In Progress	1	0.07%	0.26	0%
Totals	1,421	100%	7,296	100%



Michelle LaJoye-Young
SHERIFF

Chuck DeWitt
UNDERSHERIFF

OCTOBER 2023 GAINES TOWNSHIP CP REPORT

COMPLETED

- Assisted on a missing person report on N Green Meadow
- Assisted on a landlord tenant issue 6155 Woodfield
- Assisted Dan Wells at 6520 Hartman on a zoning violation
- Assisted Dan Wells at 118 72nd St on a zoning violation
- Investigated a zoning violation at 475 Sundale Ct SE
- Responded to an injury accident at Kalamazoo and 92nd St
- Assisted on a tenant issue on Parkbrook St SE
- Assisted on a Leisure Creek tenant issue
- Attended the Crime Prevention Association of Michigan conference in Traverse City
- Taught several sections of lecture and practicals at the West Michigan Church Security Network conference at Cornerstone Church
- Assisted a new Gaines Twp Resident who was locked out of their home on Jonagold
- Worked on an eviction with Southwood MHP on Piedmont SE
- Worked on an eviction with Kentwood MHP on N Kenbrook St
- Held the quarterly Stevens Pointe Neighborhood watch meeting (special guest Clerk Michael Brew)
- Assisted a resident with a dispute at Quality car Wash
- Took follow up photos for Dan Wells at 475 Sundale Ct
- Participated in a trunk or treat at Amazon
- Participated in de-escalation training at the Sheriff's Office
- Worked with Pine Rest on a resident issue





Michelle LaJoye-Young
SHERIFF

Chuck DeWitt
UNDERSHERIFF

- Devoted a large amount of time to starting the annual Township Sex Offender verification's
- Assisted South Christian HS with a student issue
- Assisted a motorist broke down on S Division near M6
- Did traffic enforcement on 60th St
- Participated in a trunk or treat at Dutton FD
- Attended a safety meeting at Dutton Christian Middle School

ONGOING / UPCOMING

- Continue with Township Sex offender violations
- Working with Southwood MHP management on a few upcoming evictions
- Working with Kentwood MHP on an upcoming eviction





Cutlerville Fire Board Meeting Minutes October 18, 2023

DeWard called the meeting to order at 3:38 pm.

Hooker opened with prayer.

Members Present: Rob DeWard, Don Tillema, Tom Hooker, Tim Haagsma, Scott Holbrook

Members Absent: None

Others Present: Chief Ken VanHall, Deputy Chief Holmes, Gaines Manager Rod Weersing

Conflict of Interest: None

Approval of the Minutes from the August 16, 2023, Meeting

Moved by Holbrook, seconded by Haagsma, to approve the minutes from the August 16, 2023, meeting.

Motion Carried Unanimously.

Hourly Pay Increase for Part-Time and Paid on Call

Moved by Haagsma, seconded by Holbrook, to approve the requested pay increases on the attached document for Part-Time and Paid on Call Firefighters.

Motion Carried Unanimously.

Training Pay Increase

Moved by Haagsma, seconded by Hooker, to increase the Training Pay rate from \$17.50 per hour to the previously approved Duty Pay rate.

Motion Carried Unanimously.

Engine 36 Paint and Corrosion Repair

Moved by Haagsma, seconded by Hooker, to approve the paint and corrosion repair on Engine 36 by Icon Service in the amount of \$3,117.10.

Motion Carried Unanimously.

Public Comments and Discussion

Members of the public were present, but no comments were made.

Committee Comments

None.

Adjournment

Moved by Holbrook, seconded by Haagsma, to adjourn the meeting at 3:49 PM.

Motion Carried Unanimously.

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR 5:30 PM MEETING
October 09, 2023**

Present: Supervisor DeWard, Clerk Brew, Treasurer Lemke, Trustees Fryling, Haagsma, Terpstra, VanderStel

Absent with notice: None

Opening prayer was given by Board Member Vander Stel and the Pledge of Allegiance was recited

1. The meeting was called to order at 5:36 p.m. by Board Member DeWard

2. Question of Conflict of Interest

None

3. Review of the Consent Agenda.

No items were removed.

4. Meeting Agenda

Motion by Board Member Fryling and seconded by Board Member Haagsma to approve the proposed agenda.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

5. Recognition of Individuals and/or Delegations for agenda and non-agenda items.

No one spoke

6. New Business

A. 2024 Cutlerville Fire Department Budget

Motion by Board Member Lemke and seconded by Board Member Haagsma to approve the budget as presented.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Haagsma - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Terpstra - yes, Board Member Vander Stel - yes, Board Member Brew - yes Motion carried.

7. Public Comments

None

8. Manager's comments

None.

9. Supervisor's comments.

None

10. Trustees comments

None

15. Adjournment

Motion by Board Member Lemke and seconded by Board Member Haagsma to adjourn the meeting at 06:13 p.m.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

Michael Brew, Clerk

Robert DeWard, Supervisor

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR 7:00 PM MEETING
October 09, 2023**

Present: Supervisor DeWard, Clerk Brew, Treasurer Lemke, Trustees Fryling, Haagsma, Terpstra, VanderStel

Absent with notice: None

Opening prayer was given by Board Member DeWard and the Pledge of Allegiance was recited

1. The meeting was called to order at 7:01 p.m. by Board Member DeWard

2. Question of Conflict of Interest

None

3. Review of the Consent Agenda.

Meeting minutes removed to discuss inclusion of details.

4. Meeting Agenda

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the proposed agenda.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

5. Communications ~ Non-action Informational Items

- a) September 2023 Building Department Revenue Report
- b) September 2023 Dutton Fire Report
- c) September 2023 Cutlerville Fire Report
- d) September 2023 Community Police Officer's Report
- e) Treasurer's Financial Report

6. Scheduled Speakers

None.

7. Recognition of Individuals and/or Delegations for agenda and non-agenda items.

None

8. Public Hearings

A. Public Hearing Public Hearing regarding an ordinance to amend section 1.6 of the zoning ordinance and the zoning map to define the difference between Office-Service (O-S), Neighborhood Commercial (NC, and General Commercial (GC) zoning districts

Motion by Board Member Vander Stel and seconded by Board Member Haagsma to open the public hearing on the ordinance amendment to section 1.6 of the zoning ordinance and zoning map.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

3 residents spoke

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to close the public hearing on the ordinance amendment to section 1.6 of the zoning ordinance and zoning map.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

B. Public Hearing regarding rezoning of multiple parcels on 68th Street and Division Avenue

Motion by Board Member Haagsma and seconded by Board Member Fryling to open the public hearing on the rezone of multiple parcels on 68th Street and Division Avenue.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

8 residents spoke including a missing letter from a resident about the rezone.

Motion by Board Member Lemke and seconded by Board Member Vander Stel to close the public hearing on the rezone of multiple parcels on 68th Street and Division Avenue.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

9. Approval of the Consent Agenda with the September 11, 2023 minutes

Motion Board Member Lemke and Seconded by Board Member Vander Stel to approve the Consent agenda, including the September 11, 2023 and September 25, 2023 Township Board meeting minutes; General fund expenditures from 9/1/2023. Through 9/30/2023 totaling \$176,369.54; Public Safety Special Assessment District expenditures totaling \$151,975.52; Building inspections totaling \$9,801.46; Water and sewer fund expenditures totaling \$54,183.87.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Vander Stel - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Haagsma - yes. Motion carried.

10. New Business

A. Ordinance to amend section 1.6 of the zoning ordinance and the zoning map to define the difference between Office-Service (O-S), Neighborhood Commercial (NC, and General Commercial (GC) zoning districts

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the ordinance to amend section 1.6 of the zoning ordinance and the zoning map to define the difference between Office-Service (O-S), Neighborhood Commercial (NC, and General Commercial (GC) zoning districts

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Vander Stel - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Lemke - yes, Board Member Terpstra - yes. Motion carried.

B. Rezoning of multiple parcels on 68th Street and Division Avenue

Motion by Board Member Fryling and seconded by Board Member Terpstra to table the rezoning of multiple parcels on 68th Street and Division Avenue.

ROLL CALL VOTE: Board Member Fryling - yes, Board Member Terpstra - yes, Board Member DeWard - yes, Board Member Haagsma - yes, Board Member Lemke - yes, Board Member Vander Stel - yes, Board Member Brew – yes. Motion carried.

C. Brewer Park Apartments

Motion by Board Member Lemke and seconded by Board Member Haagsma to set a public hearing for 8190 Division rezone.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

D. Resolution expressing support to maintain local control over Local Land uses including, but not limited to short-term rentals, industrial solar installations, industrial wind turbine installations and sand and gravel mining.

Motion by Board Member Lemke and seconded by Board Member Vander Stel to approve the resolution expressing support to maintain local control over Local Land uses including, but not limited to short-term rentals, industrial solar installations, industrial wind turbine installations and sand and gravel mining.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Vander Stel - yes, Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes. Motion carried.

E. Set public hearing for 2024 Budget

Motion by Board Member Haagsma and seconded by Board Member Fryling to set a public hearing for November 11, 2023 for the 2024 Budget

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

F. Formation of Cutlerville Fire Advisory Committee.

Motion by Board Member Vander Stel and seconded by Board Member Haagsma to form a Cutlerville Fire Advisory Committee.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

11. Public Comments

Questions pertaining to when the tabled item rezoning multiple properties in Dutton and Division Avenue will be removed from the table.

12. Manager's comments

None.

13. Supervisor's comments.

None

14. Trustees comments

Discussion about township communication based upon recently attended seminars.

Discussion on the timeline for the termination of the Intergovernmental Agreement.

15. Adjournment

Motion by Board Member Haagsma and seconded by Board Member Fryling to adjourn the meeting at 09:09 p.m.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

Michael Brew, Clerk

Robert DeWard, Supervisor

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR 5:30 PM MEETING
October 23, 2023**

Present: Supervisor DeWard, Clerk Brew, Treasurer Lemke, Trustees Fryling, Haagsma, VanderStel

Absent with notice: Trustee Terpstra

Opening prayer was given by Board Member DeWard and the Pledge of Allegiance was recited

1. The meeting was called to order at 5:31 p.m. by Board Member DeWard

2. Question of Conflict of Interest

None

3. Meeting Agenda

Motion by Board Member Fryling and seconded by Board Member Vander Stel to approve the proposed agenda.

VOICE VOTE: 6 Aye. 0 Nay. Motion carried on voice vote.

4. Communications ~ Non-action Informational Items

None

6. Scheduled Speakers.

None

7. Recognition of Individuals and/or Delegations for agenda and non-agenda items.

No one spoke

8. New Business

A. Closed Session to discuss Township Attorney Opinion

Motion by Board Member Lemke and seconded by Board Member Haagsma to enter into closed session at 5:35 pm

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Haagsma - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Vander Stel – yes. Motion carried.

Motion by Board Member Haagsma and seconded by Board Member Lemke to enter into open session at 7:03 pm

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Vander Stel – yes. Motion carried.

B. Continue the purchase agreement of the Cutlerville platform truck

Motion by Board Member Haagsma and seconded by Board Member Lemke to continue with the purchase of the Cutlerville Fire platform truck

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Vander Stel – yes. Motion carried.

9. Comments & Discussion

None

10. Adjournment

Board Member DeWard adjourned the meeting at 07:05 p.m.

Michael Brew, Clerk

Robert DeWard, Supervisor

GENERAL FUND

11/01/2023

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP CHECK DATE FROM 10/01/2023 - 10/31/2023

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
10/07/2023	GEN 2	32817	123.NET	TELEPHONE	853.000	265.000	251.50
10/07/2023	GEN 2	32818	ADOBE INC	ADDITIONAL LICENSES	809.000	261.000	136.74
10/07/2023	GEN 2	32819#	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	727.000	257.000	30.40
10/07/2023	GEN 2	32819	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	727.000	261.000	56.65
10/07/2023	GEN 2	32819	AMAZON CAPITAL SERVICES	TOWNSHIP OFFICE USB ADAPTER	727.000	261.000	16.99
10/07/2023	GEN 2	32819	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	727.000	265.000	13.99
				CHECK GEN 2 32819 TOTAL FOR FUND 101:			118.03
10/07/2023	GEN 2	32820#	ARROWASTE INC	8555 KALAMAZOO	822.000	265.000	160.94
10/07/2023	GEN 2	32820	ARROWASTE INC	BLAIN	822.000	567.000	63.80
10/07/2023	GEN 2	32820	ARROWASTE INC	421 68TH STREET	822.000	790.000	80.80
				CHECK GEN 2 32820 TOTAL FOR FUND 101:			305.54
10/07/2023	GEN 2	32822	BUSINESS SYSTEM SOLUTIONS, INC	MICROSOFT LICENSES	809.000	261.000	3,378.00
10/07/2023	GEN 2	32822	BUSINESS SYSTEM SOLUTIONS, INC	MICROSOFT LICENSES	809.000	261.000	753.60
				CHECK GEN 2 32822 TOTAL FOR FUND 101:			4,131.60
10/07/2023	GEN 2	32824	CHARTER COMMUNICATIONS	INTERNET	853.000	261.000	264.95
10/07/2023	GEN 2	32825	CINTAS CORPORATION #301	MAT	805.000	265.000	87.34
10/07/2023	GEN 2	32827#	CONSUMERS ENERGY	TWP OFFICE	920.000	265.000	5,707.77
10/07/2023	GEN 2	32827	CONSUMERS ENERGY	DIVISION STREET LIGHTS	920.001	446.000	94.01
10/07/2023	GEN 2	32827	CONSUMERS ENERGY	TRAFFIC CIRCLE	920.000	448.000	67.54
10/07/2023	GEN 2	32827	CONSUMERS ENERGY	DIVISION STREET LIGHT	920.001	448.000	91.94
10/07/2023	GEN 2	32827	CONSUMERS ENERGY	DIVISION STREET LIGHT	920.001	448.000	138.42

10/07/2023	GEN 2	32827	CONSUMERS ENERGY	DIVISION STREET LIGHTS	920.001	448.000	85.20
10/07/2023	GEN 2	32827	CONSUMERS ENERGY	DUTTON CEMETERY	920.000	567.000	28.79
10/07/2023	GEN 2	32827	CONSUMERS ENERGY	BLAIN	920.000	567.000	29.62
10/07/2023	GEN 2	32827	CONSUMERS ENERGY	BLAIN CEMETERY	920.000	567.000	36.87
10/07/2023	GEN 2	32827	CONSUMERS ENERGY	LIBRARY	920.000	790.000	1,135.00
				CHECK GEN 2 32827 TOTAL FOR FUND 101:			7,415.16
10/07/2023	GEN 2	32828#	DTE ENERGY	TOWNSHIP HALL	923.000	265.000	570.30
10/07/2023	GEN 2	32828	DTE ENERGY	LIBRARY	923.000	790.000	53.71
				CHECK GEN 2 32828 TOTAL FOR FUND 101:			624.01
10/07/2023	GEN 2	32830	EVERETT'S LANDSCAPE MANAGEMENT INC	LAWN MAINTENANCE	808.000	751.000	58.76
10/07/2023	GEN 2	32830	EVERETT'S LANDSCAPE MANAGEMENT INC	LAWN MAINTENANCE CONTRACT	808.000	751.000	1,377.04
				CHECK GEN 2 32830 TOTAL FOR FUND 101:			1,435.80
10/07/2023	GEN 2	32831#	FIRST BANKCARD CENTER	MICH. ASSESSORS,TREETOPS RESORT,WARREN RETI	812.000	172.000	26.06
10/07/2023	GEN 2	32831	FIRST BANKCARD CENTER	MICH. ASSESSORS,TREETOPS RESORT,WARREN RETI	831.000	257.000	864.51
				CHECK GEN 2 32831 TOTAL FOR FUND 101:			890.57
10/07/2023	GEN 2	32832#	FIRST BANKCARD CENTER	CONF. LUNCH, CLERK LUNCH, ELECTION CABINET	812.000	215.000	28.03
10/07/2023	GEN 2	32832	FIRST BANKCARD CENTER	CONF. LUNCH, CLERK LUNCH, ELECTION CABINET	812.000	262.000	33.21
10/07/2023	GEN 2	32832	FIRST BANKCARD CENTER	CONF. LUNCH, CLERK LUNCH, ELECTION CABINET	979.000	262.000	243.05
				CHECK GEN 2 32832 TOTAL FOR FUND 101:			304.29
10/07/2023	GEN 2	32834	FIRST BANKCARD CENTER	MTA CONFERENCE	831.000	101.000	717.64
10/07/2023	GEN 2	32835	FIRST BANKCARD CENTER	THE RIGHT PLACE INC	831.000	253.000	49.00
10/07/2023	GEN 2	32836	FIRST BANKCARD CENTER	GAS	740.000	567.000	246.46
10/07/2023	GEN 2	32837#	FIRST BANKCARD CENTER	LIBRRARY,DIVUSION PLANT, DIV. AVE.	920.001	446.000	36.43
10/07/2023	GEN 2	32837	FIRST BANKCARD CENTER	LIBRRARY,DIVUSION PLANT, DIV. AVE.	775.000	790.000	4.99
				CHECK GEN 2 32837 TOTAL FOR FUND 101:			41.42

10/07/2023	GEN 2	32839	FIRST BANKCARD CENTER	MSU/JIMMY JOHNS	812.000	701.000	122.81
10/07/2023	GEN 2	32839	FIRST BANKCARD CENTER	MSU/JIMMY JOHNS	831.000	701.000	250.00
				CHECK GEN 2 32839 TOTAL FOR FUND 101:			372.81
10/07/2023	GEN 2	32840	FIRST UNUM LIFE INSURANCE COMPANY	LONG SHORT DISABILITY	717.000	261.000	1,387.64
10/07/2023	GEN 2	32843	GREATAMERICA FINANCIAL SERVICES	COPIERS	808.000	261.000	917.00
10/07/2023	GEN 2	32844	HUIZINGA LAWN SPRINKLING INC	WINTERIZE SYSTEM LIBRARY	935.000	790.000	120.00
10/07/2023	GEN 2	32846	INTERURBAN TRANSIT PARTNERSHIP	RUAL GO BUS SERVICE	860.000	596.000	674.19
10/07/2023	GEN 2	32846	INTERURBAN TRANSIT PARTNERSHIP	RUAL LINE HAUL SERVICE	860.000	596.000	3,270.57
				CHECK GEN 2 32846 TOTAL FOR FUND 101:			3,944.76
10/07/2023	GEN 2	32847#	IPM SERVICES	TWP HALL	933.000	265.000	42.00
10/07/2023	GEN 2	32847	IPM SERVICES	TWP HALL	933.000	265.000	42.00
10/07/2023	GEN 2	32847	IPM SERVICES	LIBRARY	933.000	790.000	25.00
10/07/2023	GEN 2	32847	IPM SERVICES	LIBRARY	933.000	790.000	25.00
				CHECK GEN 2 32847 TOTAL FOR FUND 101:			134.00
10/07/2023	GEN 2	32848#	JACK'S LAWN & SNOWPLOWING, INC	TOWNSHIP OFFICE	935.000	265.000	2,333.58
10/07/2023	GEN 2	32848	JACK'S LAWN & SNOWPLOWING, INC	LIBRARY	819.000	790.000	420.74
				CHECK GEN 2 32848 TOTAL FOR FUND 101:			2,754.32
10/07/2023	GEN 2	32849	JAMES ZENAS	ASSESSING CONFERENCE	812.000	257.000	58.60
10/07/2023	GEN 2	32849	JAMES ZENAS	ASSESSING CONFERENCE	817.000	257.000	95.63
				CHECK GEN 2 32849 TOTAL FOR FUND 101:			154.23
10/07/2023	GEN 2	32850	K.C. DRAIN COMMISSION	2023 DRAIN DISTRICT AT LARGE APPORTIONMENT	808.000	445.000	24,944.57
10/07/2023	GEN 2	32851	KAREN GEHRLS	ASSESSING CONFERENCE	812.000	257.000	71.80
10/07/2023	GEN 2	32851	KAREN GEHRLS	ASSESSING CONFERENCE	817.000	257.000	252.84

CHECK GEN 2 32851 TOTAL FOR FUND 101:							324.64
10/07/2023	GEN 2	32855#	LAMPHEAR SERVICE COMPANY INC	TOWNSHIP HALL GAS MAIN SHUT OFF	933.000	265.000	143.00
10/07/2023	GEN 2	32855	LAMPHEAR SERVICE COMPANY INC	ANNUAL MAINTENANCE LIBRARY	933.000	790.000	460.00
CHECK GEN 2 32855 TOTAL FOR FUND 101:							603.00
10/07/2023	GEN 2	32856	MAYNARDS WATER CONDITIONING LLC	SALT	932.000	265.000	189.60
10/07/2023	GEN 2	32858	MEDMUTUAL LIFE	LIFE INSURANCE	717.000	261.000	435.84
10/07/2023	GEN 2	32859#	MEYERS CLEANING SERVICE INC	TOWNSHIP HALL AND LIBRARY	821.000	265.000	1,215.05
10/07/2023	GEN 2	32859	MEYERS CLEANING SERVICE INC	TOWNSHIP HALL AND LIBRARY	821.000	790.000	1,210.00
CHECK GEN 2 32859 TOTAL FOR FUND 101:							2,425.05
10/07/2023	GEN 2	32860	MINER SUPPLY COMPANY	LIBRARY	821.000	790.000	145.38
10/07/2023	GEN 2	32861	O'NEIL TREE SERVICE	REMOVAL OF APPLE TREE AND GRINDING STUMP	808.000	751.000	750.00
10/07/2023	GEN 2	32862	PITNEY BOWES INC	RED INK CARTRIDGE	727.000	261.000	132.79
10/07/2023	GEN 2	32863	PRINTING SYSTEMS	ELECTION FORMS AND SUPPLIES VOTER ID CARDS	900.000	262.000	419.19
10/07/2023	GEN 2	32865	STERICYCLE INC.	TWP OFFICE	808.000	261.000	130.60
10/07/2023	GEN 2	32866#	T-MOBILE	CELL	853.000	171.000	24.92
10/07/2023	GEN 2	32866	T-MOBILE	CELL	853.000	215.000	24.92
10/07/2023	GEN 2	32866	T-MOBILE	CELL	853.000	215.000	43.30
10/07/2023	GEN 2	32866	T-MOBILE	CELL	853.000	253.000	21.65
10/07/2023	GEN 2	32866	T-MOBILE	CELL	853.000	257.000	37.17
10/07/2023	GEN 2	32866	T-MOBILE	CELL	853.000	261.000	126.00
10/07/2023	GEN 2	32866	T-MOBILE	CELL	853.000	265.000	21.65
10/07/2023	GEN 2	32866	T-MOBILE	CELL	853.000	443.000	24.92

10/07/2023	GEN 2	32866	T-MOBILE	CELL	853.000	701.000	43.30
				CHECK GEN 2 32866 TOTAL FOR FUND 101:			367.83
10/07/2023	GEN 2	32867#	THE SUN AND NEWS	PUBLICATIONS	901.000	261.000	144.60
10/07/2023	GEN 2	32867	THE SUN AND NEWS	PUBLICATIONS	901.000	701.000	283.20
				CHECK GEN 2 32867 TOTAL FOR FUND 101:			427.80
10/07/2023	GEN 2	32868	TOTAL FIRE PROTECTION	TOWNSHIP HALL INSPECTION	808.000	265.000	200.00
10/07/2023	GEN 2	32869	TUFF TURF MOLEBUSTERS	TREATMENT	973.001	446.000	230.00
10/07/2023	GEN 2	32870#	VRIESMAN & KORHORN LLC	BLAIN CEMETARY EXPANSION	803.000	567.000	109.00
10/07/2023	GEN 2	32870	VRIESMAN & KORHORN LLC	DUTTON CEMETARY IMPROVEMENTS	803.000	567.000	245.79
10/07/2023	GEN 2	32870	VRIESMAN & KORHORN LLC	ALLIANCE BEVERAGE	808.001	701.000	397.21
10/07/2023	GEN 2	32870	VRIESMAN & KORHORN LLC	ELVIS AUTO SITE PLAN	808.001	701.000	156.00
10/07/2023	GEN 2	32870	VRIESMAN & KORHORN LLC	VISION REAL ESTATE CARBON S	808.001	701.000	74.05
10/07/2023	GEN 2	32870	VRIESMAN & KORHORN LLC	MISCELANEOUS ENGINEERING	808.001	701.000	486.34
10/07/2023	GEN 2	32870	VRIESMAN & KORHORN LLC	STEVENS POINTE TRAIL PEDESTRIAN BRIDGES	808.000	751.000	857.00
				CHECK GEN 2 32870 TOTAL FOR FUND 101:			2,325.39
10/07/2023	GEN 2	32873	ZEMICK OFFICE PRODUCTS AND FURNITU	COPY PAPER	727.000	261.000	263.60
10/14/2023	GEN 2	32874#	AMAZON CAPITAL SERVICES	SPEAKERS	979.000	172.000	219.98
10/14/2023	GEN 2	32874	AMAZON CAPITAL SERVICES	RING BINDERS AND CAGIE LINED NOTEBOOK	727.000	215.000	111.18
10/14/2023	GEN 2	32874	AMAZON CAPITAL SERVICES	GENERAL OFFICE AND KITCHEN SUPPLIES	727.000	253.000	8.77
10/14/2023	GEN 2	32874	AMAZON CAPITAL SERVICES	TONER CARTRIDGE, CLEAR SIGN HOLDER	727.000	257.000	16.98
10/14/2023	GEN 2	32874	AMAZON CAPITAL SERVICES	GENERAL OFFICE AND KITCHEN SUPPLIES	727.000	261.000	41.25
10/14/2023	GEN 2	32874	AMAZON CAPITAL SERVICES	GENERAL OFFICE AND KITCHEN SUPPLIES	727.000	261.000	2.51
10/14/2023	GEN 2	32874	AMAZON CAPITAL SERVICES	GENERAL OFFICE AND KITCHEN SUPPLIES	727.000	261.000	30.68
10/14/2023	GEN 2	32874	AMAZON CAPITAL SERVICES	GENERAL OFFICE AND KITCHEN SUPPLIES	727.000	261.000	37.98
10/14/2023	GEN 2	32874	AMAZON CAPITAL SERVICES	GENERAL OFFICE AND KITCHEN SUPPLIES	727.000	261.000	7.89
10/14/2023	GEN 2	32874	AMAZON CAPITAL SERVICES	GENERAL OFFICE AND KITCHEN SUPPLIES	727.000	261.000	7.32
10/14/2023	GEN 2	32874	AMAZON CAPITAL SERVICES	GENERAL OFFICE AND KITCHEN SUPPLIES	727.000	261.000	4.94
10/14/2023	GEN 2	32874	AMAZON CAPITAL SERVICES	AMAZON BASICS	727.000	262.000	13.08
10/14/2023	GEN 2	32874	AMAZON CAPITAL SERVICES	HONEYWELL HANDHELD BARCODE READER	979.000	262.000	666.30
10/14/2023	GEN 2	32874	AMAZON CAPITAL SERVICES	GENERAL OFFICE AND KITCHEN SUPPLIES	727.000	751.000	9.98

10/14/2023	GEN 2	32874	AMAZON CAPITAL SERVICES	GENERAL OFFICE AND KITCHEN SUPPLIES	727.000	751.000	58.99
				CHECK GEN 2 32874 TOTAL FOR FUND 101:			1,237.83
10/14/2023	GEN 2	32876#	BLOOM SLUGGETT	LEGAL SERVICES	802.000	257.000	** VOIDED **
10/14/2023	GEN 2	32876	BLOOM SLUGGETT	LEGAL SERVICES	802.000	701.000	** VOIDED **
10/14/2023	GEN 2	32880	CLARK HILL	LEGAL SERVICES RENDERED AND COSTS ADVANCED	802.000	257.000	275.00
10/14/2023	GEN 2	32880	CLARK HILL	LEGAL SERVICES RENDERED AND COSTS ADVANCED	802.000	257.000	1,032.00
				CHECK GEN 2 32880 TOTAL FOR FUND 101:			1,307.00
10/14/2023	GEN 2	32882	CONSUMERS ENERGY	HOFFMAN MEADOWS STREET LIGHTS	920.002	448.000	8,766.00
10/14/2023	GEN 2	32884	GRAND VALLEY METRO COUNCIL	REGISTRATION DUES	832.000	261.000	48,247.08
10/14/2023	GEN 2	32884	GRAND VALLEY METRO COUNCIL	TRANSPORTATION DUES	832.000	261.000	6,453.00
10/14/2023	GEN 2	32884	GRAND VALLEY METRO COUNCIL	GVMC MEMBER DUES	832.000	261.000	7,779.00
10/14/2023	GEN 2	32884	GRAND VALLEY METRO COUNCIL	LGROW DUES	832.000	261.000	400.00
				CHECK GEN 2 32884 TOTAL FOR FUND 101:			62,879.08
10/14/2023	GEN 2	32885	HORIZON COMMUNITY PLANNING LLC	WORKING DRAFT CHAPTERS	808.000	701.000	5,750.00
10/14/2023	GEN 2	32886#	INTEGRITY OFFICE	NAME PLATE FOR IDA YOUNG	727.000	215.000	21.75
10/14/2023	GEN 2	32886	INTEGRITY OFFICE	SPOONS AND KNIVES	727.000	261.000	94.00
				CHECK GEN 2 32886 TOTAL FOR FUND 101:			115.75
10/14/2023	GEN 2	32888	MAYNARDS WATER CONDITIONING LLC	40 LBS RED OUT SALT	932.000	265.000	189.60
10/14/2023	GEN 2	32889	MICHIGAN ASSOCIATION OF PLANNI	ASSISTANT PLANNER ADVERSEMENT ON WEBSITE	901.000	701.000	75.00
10/14/2023	GEN 2	32890	MID-MICHIGAN ASSOCIATION ASSES	INTRODUCTION TO NEW, LOSS ,ADDITIONS LOSSES ,	831.000	257.000	120.00
10/14/2023	GEN 2	32892	PREMIER CAULKING	CAULKING	933.000	265.000	750.00

10/14/2023	GEN 2	32895	ROD WEERSING	MILEAGE, CELL PHONE	817.000	172.000	58.95
10/14/2023	GEN 2	32895	ROD WEERSING	MILEAGE	817.000	172.000	37.99
10/14/2023	GEN 2	32895	ROD WEERSING	MILEAGE	817.000	172.000	132.97
10/14/2023	GEN 2	32895	ROD WEERSING	MILEAGE, CELL	817.000	172.000	6.55
10/14/2023	GEN 2	32895	ROD WEERSING	MILEAGE, CELL PHONE	853.000	172.000	25.00
10/14/2023	GEN 2	32895	ROD WEERSING	MILEAGE	853.000	172.000	25.00
10/14/2023	GEN 2	32895	ROD WEERSING	MILEAGE, CELL	853.000	172.000	25.00
CHECK GEN 2 32895 TOTAL FOR FUND 101:							311.46
10/14/2023	GEN 2	32898	VOS GLASS	REPAIR REPLACE WINDOWS WITH BROKEN SEALS	933.000	790.000	655.27
10/20/2023	GEN 2	32900	ACCIDENT FUND	WORKERS COMP	719.000	261.000	1,514.35
10/20/2023	GEN 2	32902#	AMAZON CAPITAL SERVICES	CABLES,CORDS, DUEL MONITOR ARMS-MONITOR DI	727.000	172.000	48.99
10/20/2023	GEN 2	32902	AMAZON CAPITAL SERVICES	DUEL MONITOR STAND MOUNT/ARM DESK MOUNT	979.000	215.000	69.99
10/20/2023	GEN 2	32902	AMAZON CAPITAL SERVICES	CABLES,CORDS, DUEL MONITOR ARMS-MONITOR DI	727.000	261.000	34.18
10/20/2023	GEN 2	32902	AMAZON CAPITAL SERVICES	KEYBOARD	727.000	261.000	49.98
10/20/2023	GEN 2	32902	AMAZON CAPITAL SERVICES	LAMINATING POUCHES/ LAMINATING SHEETS	727.000	261.000	27.99
CHECK GEN 2 32902 TOTAL FOR FUND 101:							231.13
10/20/2023	GEN 2	32903#	BLUE CROSS HSA	HEALTH INSURANCE	717.000	171.000	204.50
10/20/2023	GEN 2	32903	BLUE CROSS HSA	HEALTH INSURANCE	717.000	172.000	204.49
10/20/2023	GEN 2	32903	BLUE CROSS HSA	HEALTH INSURANCE	717.000	215.000	1,920.74
10/20/2023	GEN 2	32903	BLUE CROSS HSA	HEALTH INSURANCE	717.000	253.000	1,445.11
10/20/2023	GEN 2	32903	BLUE CROSS HSA	HEALTH INSURANCE	717.000	257.000	2,077.35
10/20/2023	GEN 2	32903	BLUE CROSS HSA	HEALTH INSURANCE	717.000	257.000	(1,712.57)
10/20/2023	GEN 2	32903	BLUE CROSS HSA	HEALTH INSURANCE	717.000	443.000	1,003.47
10/20/2023	GEN 2	32903	BLUE CROSS HSA	HEALTH INSURANCE	717.000	701.000	2,151.11
CHECK GEN 2 32903 TOTAL FOR FUND 101:							7,294.20
10/20/2023	GEN 2	32904	CONTROL LOGIC OF MICHIGAN	REPLACE VAV -35 REHEAT VALVE ACTUATOR /SERV	932.000	265.000	1,009.00
10/20/2023	GEN 2	32905#	DELTA DENTAL	DENTAL INSURANCE	717.000	171.000	104.66
10/20/2023	GEN 2	32905	DELTA DENTAL	DENTAL INSURANCE	717.000	172.000	164.00
10/20/2023	GEN 2	32905	DELTA DENTAL	DENTAL INSURANCE	717.000	215.000	278.25

10/20/2023	GEN 2	32905	DELTA DENTAL	DENTAL INSURANCE	717.000	253.000	89.55
10/20/2023	GEN 2	32905	DELTA DENTAL	DENTAL INSURANCE	717.000	371.000	79.60
10/20/2023	GEN 2	32905	DELTA DENTAL	DENTAL INSURANCE	717.000	443.000	39.80
10/20/2023	GEN 2	32905	DELTA DENTAL	DENTAL INSURANCE	717.000	701.000	173.95
				CHECK GEN 2 32905 TOTAL FOR FUND 101:			929.81
10/20/2023	GEN 2	32906	FIRST UNUM LIFE INSURANCE COMPANY	DISABILITY INSURANCE	717.000	261.000	1,261.02
10/20/2023	GEN 2	32907	GORDON WATER	5 GAL. WATER /COOLER RENT	808.000	265.000	43.79
10/20/2023	GEN 2	32908	GRAND RAPIDS REGION WRITERS GROUP	LIBRARY ROOM CANCEL	667.000	000.000	75.00
10/20/2023	GEN 2	32909	INTEGRITY OFFICE	OFFICE AND MISC.SUPPLIES	727.000	261.000	36.86
10/20/2023	GEN 2	32909	INTEGRITY OFFICE	OFFICE SUPPLIES	727.000	261.000	179.32
				CHECK GEN 2 32909 TOTAL FOR FUND 101:			216.18
10/20/2023	GEN 2	32910	INTERURBAN TRANSIT PARTNERSHIP	CONTRACT SERVICE FOR OCT. 2023 / 7.75 HOURS RI	860.000	596.000	676.76
10/20/2023	GEN 2	32910	INTERURBAN TRANSIT PARTNERSHIP	CONTRACT SERVICE FOR 10/2023 /41.17 RUAL LINEI	860.000	596.000	3,305.13
				CHECK GEN 2 32910 TOTAL FOR FUND 101:			3,981.89
10/20/2023	GEN 2	32911	KENT COUNTY ROAD COMMISSION	LABOR/EQUIPMENT/CONTRACTORS	960.000	446.000	114,634.41
10/20/2023	GEN 2	32912#	KIM TRIPLETT	CELL PHONE /MILEAGE	817.000	171.000	11.90
10/20/2023	GEN 2	32912	KIM TRIPLETT	CELL PHONE /MILEAGE	853.000	171.000	12.50
10/20/2023	GEN 2	32912	KIM TRIPLETT	CELL PHONE /MILEAGE	817.000	172.000	11.89
10/20/2023	GEN 2	32912	KIM TRIPLETT	CELL PHONE /MILEAGE	853.000	172.000	12.50
				CHECK GEN 2 32912 TOTAL FOR FUND 101:			48.79
10/20/2023	GEN 2	32913	LAIR INVESTIGATIONS	PRE EMPLOYMENT BACKGROUND	963.001	257.000	150.00
10/20/2023	GEN 2	32914	MICHIGAN TOWNSHIP ASSOCIATION	CLASSIFIED AD	901.000	701.000	100.00

10/20/2023	GEN 2	32915	NATALIE DAVENPORT	MILEAGE	817.000	701.000	74.02
10/27/2023	GEN 2	32917	AMBER VANDERMOLEN	MILEAGE	817.000	262.000	60.92
10/27/2023	GEN 2	32918#	BLOOM SLUGGETT	LEGAL	802.000	257.000	47.00
10/27/2023	GEN 2	32918	BLOOM SLUGGETT	LEGAL	802.000	701.000	2,148.17
				CHECK GEN 2 32918 TOTAL FOR FUND 101:			2,195.17
10/27/2023	GEN 2	32920	CHARTER COMMUNICATIONS	RECURRING CHARGES	853.000	261.000	264.95
10/27/2023	GEN 2	32921#	DTE ENERGY	GAS	923.000	265.000	593.94
10/27/2023	GEN 2	32921	DTE ENERGY	GAS/HEATING	923.000	790.000	115.48
				CHECK GEN 2 32921 TOTAL FOR FUND 101:			709.42
10/27/2023	GEN 2	32923	INTEGRITY OFFICE	NAME PLATE	963.001	257.000	21.75
10/27/2023	GEN 2	32926	MINER SUPPLY COMPANY	CLEANING SUPPLIES	821.000	265.000	290.76
10/27/2023	GEN 2	32927	PLUMMERS DISPOSAL SERVICE	WHEELCHAIR ACCESSIBLE UNIT	808.000	751.000	199.00
10/27/2023	GEN 2	32928	PRINTING SYSTEMS	A/P LASER CHECKS	727.000	261.000	257.31
10/27/2023	GEN 2	32929	STAR 2 STAR COMMUNICATIONS	TELECOMMUNICATIONS	853.000	261.000	832.39
10/27/2023	GEN 2	32930#	VRIESMAN & KORHORN LLC	REVIEWING BONDS, INSURANCE, CONTRACT DOCUMENTS	803.000	567.000	303.21
10/27/2023	GEN 2	32930	VRIESMAN & KORHORN LLC	REQUIREMENTS FOR PAVING, REVIEW FILES FOR CFI	808.001	701.000	631.21
10/27/2023	GEN 2	32930	VRIESMAN & KORHORN LLC	REVIEW PLANS/MILEAGE	808.001	701.000	1,707.86
10/27/2023	GEN 2	32930	VRIESMAN & KORHORN LLC	REVIEWING CULVERT AND DRAINAGE CALCULATIONS	808.001	701.000	537.50
10/27/2023	GEN 2	32930	VRIESMAN & KORHORN LLC	1254 ALLIANCE BEVERAGE PHASE 2	808.001	701.000	804.17
				CHECK GEN 2 32930 TOTAL FOR FUND 101:			3,983.95
				Total for fund 101 GENERAL FUND			283,656.29

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

PUBLIC SAFETY

11/01/2023

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 10/01/2023 - 10/31/2023

Check Date	Bank	Check #	Payee	Description	Dept	Amount
10/01/2023	GEN 2	32816	HALT FIRE, INC	DFD FIRE TRUCK	336.002	250,000.00
10/01/2023	GEN 2	32816	HALT FIRE, INC	DFD FIRE TRUCK	336.002	110,149.00
				CHECK GEN 2 32816 TOTAL FOR FUND 205:		360,149.00
10/07/2023	GEN 2	32819#	AMAZON CAPITAL SERVICES	HAND TOWELS	336.001	77.97
10/07/2023	GEN 2	32819	AMAZON CAPITAL SERVICES	TOOL, LEVEL	336.001	28.48
10/07/2023	GEN 2	32819	AMAZON CAPITAL SERVICES	DETERGENT	336.001	19.94
10/07/2023	GEN 2	32819	AMAZON CAPITAL SERVICES	HOUSEHOLD SUPPLIES	336.001	97.76
10/07/2023	GEN 2	32819	AMAZON CAPITAL SERVICES	JACKET	336.001	176.33
10/07/2023	GEN 2	32819	AMAZON CAPITAL SERVICES	BATTERIES/INDUSTRIAL CLEANER	336.002	247.66
10/07/2023	GEN 2	32819	AMAZON CAPITAL SERVICES	TOOL BUCKET/CABLE	336.002	131.93
10/07/2023	GEN 2	32819	AMAZON CAPITAL SERVICES	CLEANING SUPPLIES	336.002	72.44
10/07/2023	GEN 2	32819	AMAZON CAPITAL SERVICES	TOOL BUCKET/CABLE	336.002	51.00
				CHECK GEN 2 32819 TOTAL FOR FUND 205:		903.51
10/07/2023	GEN 2	32820#	ARROWASTE INC	CFD	336.001	120.47
10/07/2023	GEN 2	32820	ARROWASTE INC	DFD	336.002	53.52
				CHECK GEN 2 32820 TOTAL FOR FUND 205:		173.99
10/07/2023	GEN 2	32821	BOUND TREE MEDICAL LLC	HEALTH SUPPLIES	336.002	192.90
10/07/2023	GEN 2	32821	BOUND TREE MEDICAL LLC	COLD PACK	336.002	47.03
				CHECK GEN 2 32821 TOTAL FOR FUND 205:		239.93
10/07/2023	GEN 2	32822#	BUSINESS SYSTEM SOLUTIONS, INC	MICROSOFT LICENSES	336.001	264.00
10/07/2023	GEN 2	32822	BUSINESS SYSTEM SOLUTIONS, INC	MICROSOFT LICENSES	336.001	1,150.40
10/07/2023	GEN 2	32822	BUSINESS SYSTEM SOLUTIONS, INC	MICROSOFT LICENSES	336.002	804.40
				CHECK GEN 2 32822 TOTAL FOR FUND 205:		2,218.80
10/07/2023	GEN 2	32823	BYRON TOWNSHIP TREASURER	CFD	336.001	258.98

10/07/2023	GEN 2	32826	COMCAST	DFD	336.002	235.43
10/07/2023	GEN 2	32827#	CONSUMERS ENERGY	CFD	336.001	972.70
10/07/2023	GEN 2	32827	CONSUMERS ENERGY	DFD	336.002	1,047.82
			CHECK GEN 2 32827 TOTAL FOR FUND 205:			2,020.52
10/07/2023	GEN 2	32829#	ENDEVER GROUP	CFD AND DFD	336.001	1,135.99
10/07/2023	GEN 2	32829	ENDEVER GROUP	CFD AND DFD	336.002	1,135.98
			CHECK GEN 2 32829 TOTAL FOR FUND 205:			2,271.97
10/07/2023	GEN 2	32833	FIRST BANKCARD CENTER	CFD	336.001	1,159.85
10/07/2023	GEN 2	32838	FIRST BANKCARD CENTER	FACECAP,MOUNTING COMPONENT	336.002	5.92
10/07/2023	GEN 2	32838	FIRST BANKCARD CENTER	FACECAP,MOUNTING COMPONENT	336.002	29.32
10/07/2023	GEN 2	32838	FIRST BANKCARD CENTER	FACECAP,MOUNTING COMPONENT	336.002	318.15
			CHECK GEN 2 32838 TOTAL FOR FUND 205:			353.39
10/07/2023	GEN 2	32841	GOOTJES ASSOCIATES INC	DFD SPRINKLING SYSTEM REPAIR	336.002	155.00
10/07/2023	GEN 2	32842	GORDON WATER	DFD	336.002	10.79
10/07/2023	GEN 2	32845	INTEGRA REALTY RESOURCES	CFD APPRAISAL	336.001	3,450.00
10/07/2023	GEN 2	32847#	IPM SERVICES	CFD	336.001	25.00
10/07/2023	GEN 2	32847	IPM SERVICES	CFD	336.001	25.00
10/07/2023	GEN 2	32847	IPM SERVICES	DFD	336.002	25.00
10/07/2023	GEN 2	32847	IPM SERVICES	DFD	336.002	25.00
			CHECK GEN 2 32847 TOTAL FOR FUND 205:			100.00
10/07/2023	GEN 2	32852	KENT COUNTY FIRE CHIEFS' ASSOC	FIRE ACADEMY	336.002	2,500.00

10/07/2023	GEN 2	32853	KENT COUNTY TREASURER	CP OFFICER/TOWNSHIP LAW	301.000	81,449.54
10/07/2023	GEN 2	32854#	KLEYN MOBILE REPAIR LLC	CFD	336.001	1,299.15
10/07/2023	GEN 2	32854	KLEYN MOBILE REPAIR LLC	CFD	336.001	3,911.41
10/07/2023	GEN 2	32854	KLEYN MOBILE REPAIR LLC	CFD	336.001	495.89
10/07/2023	GEN 2	32854	KLEYN MOBILE REPAIR LLC	CFD	336.001	325.00
10/07/2023	GEN 2	32854	KLEYN MOBILE REPAIR LLC	DFD	336.002	1,038.60
10/07/2023	GEN 2	32854	KLEYN MOBILE REPAIR LLC	DFD	336.002	325.00
10/07/2023	GEN 2	32854	KLEYN MOBILE REPAIR LLC	DFD	336.002	2,634.45
10/07/2023	GEN 2	32854	KLEYN MOBILE REPAIR LLC	DFD	336.002	552.93
10/07/2023	GEN 2	32854	KLEYN MOBILE REPAIR LLC	DFD	336.002	495.89
10/07/2023	GEN 2	32854	KLEYN MOBILE REPAIR LLC	DFD	336.002	325.00
				CHECK GEN 2 32854 TOTAL FOR FUND 205:		11,403.32
10/07/2023	GEN 2	32855	LAMPHEAR SERVICE COMPANY INC	ANNUAL MAINTENANCE DFD	336.002	513.00
10/07/2023	GEN 2	32857	MED-1 BRETON	DFD	336.002	1,032.00
10/07/2023	GEN 2	32866#	T-MOBILE	CELL	336.001	43.30
10/07/2023	GEN 2	32866	T-MOBILE	CELL	336.002	72.65
				CHECK GEN 2 32866 TOTAL FOR FUND 205:		115.95
10/07/2023	GEN 2	32871	WATERWAY OF MICHIGAN LLC	HOSE TESTING	336.001	3,427.50
10/07/2023	GEN 2	32872#	WEX BANK	CFD DFD FUEL	336.001	113.49
10/07/2023	GEN 2	32872	WEX BANK	CFD DFD FUEL	336.002	1,484.65
				CHECK GEN 2 32872 TOTAL FOR FUND 205:		1,598.14
10/14/2023	GEN 2	32874#	AMAZON CAPITAL SERVICES	CHAIN SAW OIL, DEGREASER, LAUNDRY DETERGENT	336.001	51.82
10/14/2023	GEN 2	32874	AMAZON CAPITAL SERVICES	CHAIN SAW OIL, DEGREASER, LAUNDRY DETERGENT	336.001	25.05
10/14/2023	GEN 2	32874	AMAZON CAPITAL SERVICES	ADAPTER CABLE AND REFRIGERATOR WATER FILTER	336.002	60.92
10/14/2023	GEN 2	32874	AMAZON CAPITAL SERVICES	DEGREASER, BATTERIES, CLEANING BRUSH	336.002	102.55
				CHECK GEN 2 32874 TOTAL FOR FUND 205:		240.34

10/14/2023	GEN 2	32875	AUTO VALUE PARTS STORES	DFD	336.002	111.92
10/14/2023	GEN 2	32876	BLOOM SLUGGETT	LEGAL SERVICES	336.001	** VOIDED **
10/14/2023	GEN 2	32877	BOUND TREE MEDICAL LLC	CURAPLEX ASSURE PRISM ORANGE KIT BASIC	336.002	165.07
10/14/2023	GEN 2	32879	BYRON TOWNSHIP TREASURER	CFD	336.001	459.12
10/14/2023	GEN 2	32881	COMCAST	CFD	336.001	307.57
10/14/2023	GEN 2	32887#	K.C. EMERGENCY MEDICAL SERVICE	QUARTERLY ASSESSMENT	336.001	246.20
10/14/2023	GEN 2	32887	K.C. EMERGENCY MEDICAL SERVICE	QUARTERLY ASSESSMENT	336.002	251.98
				CHECK GEN 2 32887 TOTAL FOR FUND 205:		498.18
10/14/2023	GEN 2	32891	PHOENIX SAFETY OUTFITTERS	COATS, PANTS	336.002	1,752.03
10/14/2023	GEN 2	32894	PURITY CYLINDER GASES INC	OXYGEN	336.002	120.02
10/14/2023	GEN 2	32894	PURITY CYLINDER GASES INC	OSYGEN	336.002	32.50
				CHECK GEN 2 32894 TOTAL FOR FUND 205:		152.52
10/14/2023	GEN 2	32897	VANDERTUIN PLUMBING	REPLACED DEFECTIVE CARTRIDGE IN LOCKER ROOM	336.001	450.00
10/14/2023	GEN 2	32899#	WEX BANK	CFD AND DFD FUEL	336.001	2,543.05
10/14/2023	GEN 2	32899	WEX BANK	CFD AND DFD FUEL	336.002	61.56
				CHECK GEN 2 32899 TOTAL FOR FUND 205:		2,604.61
10/20/2023	GEN 2	32900#	ACCIDENT FUND	WORKERS COMP	336.001	2,713.23
10/20/2023	GEN 2	32900	ACCIDENT FUND	WORKERS COMP	336.002	2,082.25
				CHECK GEN 2 32900 TOTAL FOR FUND 205:		4,795.48
10/20/2023	GEN 2	32901	ALL STAR PRINTING COMPANY	JACKET/LOGO AND NAME	336.001	22.00

10/20/2023	GEN 2	32902	AMAZON CAPITAL SERVICES	COFFEE/PAPER TOWELS /PANTS	336.001	132.97
10/20/2023	GEN 2	32902	AMAZON CAPITAL SERVICES	HOME CLEANING PADS/PODS FOR DISHWASHER AN	336.001	79.32
10/20/2023	GEN 2	32902	AMAZON CAPITAL SERVICES	COFFEE/PAPER TOWELS /PANTS	336.001	81.99
10/20/2023	GEN 2	32902	AMAZON CAPITAL SERVICES	HOME CLEANING PADS/PODS FOR DISHWASHER AN	336.001	163.04
10/20/2023	GEN 2	32902	AMAZON CAPITAL SERVICES	LAPTOP CAR CHARGER	336.001	49.99
				CHECK GEN 2 32902 TOTAL FOR FUND 205:		507.31
10/20/2023	GEN 2	32903#	BLUE CROSS HSA	HEALTH INSURANCE	336.001	6,204.01
10/20/2023	GEN 2	32903	BLUE CROSS HSA	HEALTH INSURANCE	336.002	7,796.65
				CHECK GEN 2 32903 TOTAL FOR FUND 205:		14,000.66
10/20/2023	GEN 2	32905#	DELTA DENTAL	DENTAL INSURANCE	336.001	718.28
10/20/2023	GEN 2	32905	DELTA DENTAL	DENTAL INSURANCE	336.002	524.80
				CHECK GEN 2 32905 TOTAL FOR FUND 205:		1,243.08
10/27/2023	GEN 2	32916	AMAZON CAPITAL SERVICES	CAN OPENER/ BATTERY	336.002	35.10
10/27/2023	GEN 2	32916	AMAZON CAPITAL SERVICES	SUPPLIES FOR NEW TRUCK	336.002	158.25
				CHECK GEN 2 32916 TOTAL FOR FUND 205:		193.35
10/27/2023	GEN 2	32918	BLOOM SLUGGETT	LEGAL	336.001	564.00
10/27/2023	GEN 2	32919	BYRON TOWNSHIP TREASURER	REFUND	336.001	120.00
10/27/2023	GEN 2	32921	DTE ENERGY	GAS/HEATING	336.002	79.67
10/27/2023	GEN 2	32922	GORDON WATER	COOLER RENT	336.002	10.79
10/27/2023	GEN 2	32924	KENT COUNTY TREASURER	CT OFFICER AND TOWNSHIP LAW	301.000	72,524.47
10/27/2023	GEN 2	32925	MED-1 BRETON	MRO SERVICES	336.002	25.00

10/27/2023	GEN 2	32929	STAR 2 STAR COMMUNICATIONS	TELECOMMUNICATIONS	336.002	462.02
10/27/2023	GEN 2	32930	VRIESMAN & KORHORN LLC	REQUIREMENTS FOR PAVING,REVIEW FILES FOR CFL	336.001	78.00
10/27/2023	GEN 2	32931#	WEX BANK	FUEL	336.001	58.22
10/27/2023	GEN 2	32931	WEX BANK	FUEL	336.002	1,506.70
				CHECK GEN 2 32931 TOTAL FOR FUND 205:		1,564.92
				Total for fund 205 PUBLIC SAFETY SAD		578,672.72
'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT						

BUILDING INSPECTIONS

11/01/2023

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 10/01/2023 - 10/31/2023

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
10/07/2023	GEN 2	32819	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	727.000	371.000	4.95
10/07/2023	GEN 2	32866	T-MOBILE	CELL	853.000	371.000	43.30
10/14/2023	GEN 2	32874	AMAZON CAPITAL SERVICES	TONER CARTRIDGE, CLEAR SIGN HOLDER	727.000	371.000	86.75
10/14/2023	GEN 2	32878	BS&A SOFTWARE	BUILDING DEPARTMENT REPORT DESIGNER. NET TR	831.000	371.000	205.00
10/14/2023	GEN 2	32883	DIANE HANSEN	MILEAGE BS & A TRAINING	817.000	371.000	95.63
10/14/2023	GEN 2	32893	PROFESSIONAL CODE INSPECTIONS INC	INSPECTIONS	808.000	371.000	7,540.00
10/14/2023	GEN 2	32896	ROGER STERK	MILEAGE	817.000	371.000	217.46
10/14/2023	GEN 2	32896	ROGER STERK	2023 DUES AND MEMBERSHIP	832.000	371.000	100.00
				CHECK GEN 2 32896 TOTAL FOR FUND 549:			317.46
10/20/2023	GEN 2	32902	AMAZON CAPITAL SERVICES	FRAMLESS MONITOR	979.000	371.000	199.98
10/20/2023	GEN 2	32903	BLUE CROSS HSA	HEALTH INSURANCE	717.000	371.000	2,951.92
				Total for fund 549 BUILDING INSPECTIONS DEPT			11,444.99

11/07/2023

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 10/01/2023 - 10/31/2023

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
10/19/2023	WSCK2	5728	BYRON GAINES UTILITY AUTHORITY	SEPT OP EXP, CAP EXP, METERS,MXUS	830.000	536.000	9,258.24
10/19/2023	WSCK2	5728	BYRON GAINES UTILITY AUTHORITY	SEPT 23 OP EXP PAYROLL, INSP	830.000	536.000	15,657.98
10/19/2023	WSCK2	5728	BYRON GAINES UTILITY AUTHORITY	AUG 23 OP EXP, METERS, MXUS	830.000	536.000	11,111.92
10/19/2023	WSCK2	5728	BYRON GAINES UTILITY AUTHORITY	SEPT OP EXP, CAP EXP, METERS,MXUS	830.CAP	536.000	2,229.37
10/19/2023	WSCK2	5728	BYRON GAINES UTILITY AUTHORITY	CITY OF GR SEWER SEPT 23	921.000	536.000	13,695.45
10/19/2023	WSCK2	5728	BYRON GAINES UTILITY AUTHORITY	SEPT 2023 WYOMING W&S USAGE	922.001	536.000	125,647.22
10/19/2023	WSCK2	5728	BYRON GAINES UTILITY AUTHORITY	WYOMING W&S USAGE AUG 23	922.001	536.000	130,367.14
				CHECK WSCK2 5728 TOTAL FOR FUND 590:			307,967.32
10/19/2023	WSCK2	5729#	VRIESMAN & KORHORN	68TH SEWER	154.050	000.000	244.00
10/19/2023	WSCK2	5729	VRIESMAN & KORHORN	THORNAPPLE FARMS PH2	803.000	536.000	1,303.47
10/19/2023	WSCK2	5729	VRIESMAN & KORHORN	THORNAPPLE FARMS TRUNK SEWER	803.000	536.000	724.50
10/19/2023	WSCK2	5729	VRIESMAN & KORHORN	PRAIRIE WOLF STATION LIFT STATION	803.000	536.000	1,636.00
10/19/2023	WSCK2	5729	VRIESMAN & KORHORN	PINE REST CHILDREN'S HOSPITAL	803.000	536.000	858.00
10/19/2023	WSCK2	5729	VRIESMAN & KORHORN	THORNAPPLE FARMS	803.000	536.000	1,435.31
10/19/2023	WSCK2	5729	VRIESMAN & KORHORN	RIVER BIRCH PH2	803.000	536.000	1,144.50
10/19/2023	WSCK2	5729	VRIESMAN & KORHORN	ASHFORD WOODS	803.000	536.000	3,503.43
10/19/2023	WSCK2	5729	VRIESMAN & KORHORN	RAPIDS DR EXTENSION	803.000	536.000	806.27
10/19/2023	WSCK2	5729	VRIESMAN & KORHORN	GPS UTILITY PICKUP	803.000	536.000	2,135.34
10/19/2023	WSCK2	5729	VRIESMAN & KORHORN	MISC SEWER	803.000	536.000	492.43
10/19/2023	WSCK2	5729	VRIESMAN & KORHORN	PRAIRIE WOLF STATION	803.000	536.000	1,727.00
10/19/2023	WSCK2	5729	VRIESMAN & KORHORN	KENTWOOD COMM CHURCH	803.000	536.000	234.00
10/19/2023	WSCK2	5729	VRIESMAN & KORHORN	PINE REST CHILDREN'S HOSPITAL	803.000	536.000	1,427.50
10/19/2023	WSCK2	5729	VRIESMAN & KORHORN	THORNAPPLE FARMS	803.000	536.000	780.00
10/19/2023	WSCK2	5729	VRIESMAN & KORHORN	RIVER BIRCH APTS PH 2	803.000	536.000	213.00
10/19/2023	WSCK2	5729	VRIESMAN & KORHORN	ASHFORD WOODS	803.000	536.000	2,847.78
10/19/2023	WSCK2	5729	VRIESMAN & KORHORN	RAPIDS DR EXT	803.000	536.000	1,154.96
10/19/2023	WSCK2	5729	VRIESMAN & KORHORN	PRAIRIE WOLF STATION	803.000	536.000	1,834.20
10/19/2023	WSCK2	5729	VRIESMAN & KORHORN	STAYBRIDGE SUITES	803.000	536.000	163.50
10/19/2023	WSCK2	5729	VRIESMAN & KORHORN	GPS UTILITY PICKUP	803.000	536.000	3,348.28
10/19/2023	WSCK2	5729	VRIESMAN & KORHORN	MISC SEWER SYS	803.000	536.000	806.05
10/19/2023	WSCK2	5729	VRIESMAN & KORHORN	THORNAPPLE FARMS TRUNK SEWER	803.000	536.000	954.93
				CHECK WSCK2 5729 TOTAL FOR FUND 590:			29,774.45

10/24/2023	WSCK2 5730	AMAZON CAPITAL SERVICES	2 COMPUTER MONITORS FOR KAREN	979.000	536.000	79.47
10/24/2023	WSCK2 5731	EXTEND YOUR REACH	OCT BILLS AND \$2,000 PPA FUNDING	905.000	536.000	1,169.87
10/24/2023	WSCK2 5732	JACOBS, MACKENZIE	UB refund for account: MIMC-008192-0000-	633.000	536.000	201.83
10/24/2023	WSCK2 5732	JACOBS, MACKENZIE	UB refund for account: MIMC-008192-0000-	633.001	536.000	11.20
			CHECK WSCK2 5732 TOTAL FOR FUND 590:			213.03
10/24/2023	WSCK2 5733	KARADSHEH, OUDE	UB refund for account: DRED-000927-0000-	633.001	536.000	10.60
10/24/2023	WSCK2 5734	KAREN ROUNDS	OCT MILEAGE TO UB USER GROUP MTG	817.000	536.000	22.60
10/24/2023	WSCK2 5735	RODRIQUEZ, PABLO	UB refund for account: CRYD-001475-0000-	633.000	536.000	553.71
10/24/2023	WSCK2 5736	TUBERGEN, SCOTT	UB refund for account: SDIV-007556-0000-	633.000	536.000	8.15
			Total for fund 590 SEWER FUND			339,799.20

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11/07/2023

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 10/01/2023 - 10/31/2023

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
10/19/2023	WSCK2	5728	BYRON GAINES UTILITY AUTHORITY	SEPT OP EXP, CAP EXP, METERS,MXUS	830.000	537.000	17,222.30
10/19/2023	WSCK2	5728	BYRON GAINES UTILITY AUTHORITY	SEPT 23 OP EXP PAYROLL, INSP	830.000	537.000	25,174.71
10/19/2023	WSCK2	5728	BYRON GAINES UTILITY AUTHORITY	AUG 23 OP EXP, METERS, MXUS	830.000	537.000	19,081.75
10/19/2023	WSCK2	5728	BYRON GAINES UTILITY AUTHORITY	SEPT OP EXP, CAP EXP, METERS,MXUS	830.001	537.000	8,018.00
10/19/2023	WSCK2	5728	BYRON GAINES UTILITY AUTHORITY	AUG 23 OP EXP, METERS, MXUS	830.001	537.000	15,390.00
10/19/2023	WSCK2	5728	BYRON GAINES UTILITY AUTHORITY	SEPT OP EXP, CAP EXP, METERS,MXUS	830.CAP	537.000	2,229.37
10/19/2023	WSCK2	5728	BYRON GAINES UTILITY AUTHORITY	SEPT 2023 WYOMING W&S USAGE	922.000	537.000	137,476.48
10/19/2023	WSCK2	5728	BYRON GAINES UTILITY AUTHORITY	WYOMING W&S USAGE AUG 23	922.000	537.000	153,746.16
				CHECK WSCK2 5728 TOTAL FOR FUND 591:			378,338.77
10/19/2023	WSCK2	5729#	VRIESMAN & KORHORN	2ND WATER SYS CONNECTION	152.057	000.000	470.62
10/19/2023	WSCK2	5729	VRIESMAN & KORHORN	GPS UTILITY PICKUP	803.000	537.000	2,135.34
10/19/2023	WSCK2	5729	VRIESMAN & KORHORN	MISC WATER SYS	803.000	537.000	410.50
10/19/2023	WSCK2	5729	VRIESMAN & KORHORN	GPS UTILITY PICKUP	803.000	537.000	3,348.27
10/19/2023	WSCK2	5729	VRIESMAN & KORHORN	MISC WATER SYS	803.000	537.000	840.28
				CHECK WSCK2 5729 TOTAL FOR FUND 591:			7,205.01
10/24/2023	WSCK2	5730	AMAZON CAPITAL SERVICES	2 COMPUTER MONITORS FOR KAREN	979.000	537.000	79.47
10/24/2023	WSCK2	5731	EXTEND YOUR REACH	OCT BILLS AND \$2,000 PPA FUNDING	905.000	537.000	1,169.87
10/24/2023	WSCK2	5732	JACOBS, MACKENZIE	UB refund for account: MIMC-008192-0000-	633.000	537.000	229.35
10/24/2023	WSCK2	5732	JACOBS, MACKENZIE	UB refund for account: MIMC-008192-0000-	633.001	537.000	14.25
				CHECK WSCK2 5732 TOTAL FOR FUND 591:			243.60
10/24/2023	WSCK2	5733	KARADSHEH, OUDE	UB refund for account: DRED-000927-0000-	633.000	537.000	27.73
10/24/2023	WSCK2	5733	KARADSHEH, OUDE	UB refund for account: DRED-000927-0000-	633.001	537.000	13.50
				CHECK WSCK2 5733 TOTAL FOR FUND 591:			41.23
10/24/2023	WSCK2	5734	KAREN ROUNDS	OCT MILEAGE TO UB USER GROUP MTG	817.000	537.000	22.60
				Total for fund 591 WATER FUND			387,100.55

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GAINES CHARTER TOWNSHIP
LAURIE J LEMKE, TREASURER
ASH, INVESTMENTS; CD'S , MM AND POOL ACCOUNTS
September of 2023

Bank	Type	Amount	APR	Term	Maturity Date
101 GENERAL FUND					

Macatawa Checking Ckg \$ 2,622,518.48 3.82

Opioid Settlement Fund	Assigned	\$ 5,878.44			
Sidewalk & Trails	Assigned	\$ 15,765.75			
CFD - Truck Fund	Assigned	\$ 400,000.00			
DFD - Truck Fund	Assigned	\$ 450,000.00			
Cemetery	Assigned	\$ 10,000.00			
Township Hall & Grounds	Assigned	\$ 59,800.00			
Division Ave. Improvements	Assigned	\$ 24,000.69			

Total General Fund Checking \$ 3,587,963.36

Macatawa MM Savings

Building Department	Restricted	\$ 1,778,327.00			
Streetlights	Restricted	\$ 110,565.00			
GF Investment		\$ 777,675.93			
Interest Paid to Date		\$ 54,701.99			

127409 \$ 2,721,269.92 3.82%

Investments

Kent Co. Pool - General	Pooled	\$ 385,452.62	3.26%		
Michigan Class	Pooled	\$ 898,979.23	5.47%		
CIBC	CD	\$ 550,000.00	5.20% 365 Days		6.4.2024
Consumers Credit Union	CD	\$ 308,574.94	4.50% 18 Mos.		10.4.2024

\$ 2,143,006.79

GENERAL FUND TOTAL \$ 8,452,240.07

Kent Co. Pool - ARPA Funds Pooled \$ 2,947,044.31 3.03%

DIVISION AVE CORRIDOR	\$ 15,586.06
TRUST & AGENCY	\$ 275,557.69
TAX FUND	\$ 1,960,022.30
PETTY CASH	\$ 284.62

WATER & SEWER

Bank	Type	Amount	APR	Term	Maturity Date
Macatawa Bank	Checking	\$ 4,345,939.76	3.82%		
Kent Co. Pool	Pooled	\$ 9,444,149.75	3.26%		
Michigan Class	Pooled	\$ 1,636,403.13	5.47%		
Consumers Credit Union	Share	\$ 27.74			
Consumers Credit Union	MMM	\$ 366,496.33	3.50%		
Huntington Investments	Meeder PF	\$-			
Flagstar Bank	CD	\$ 250,507.14	3.50% 12 Months		10.2.2023
Mercantile Bank of MI	CD	\$ 251,012.70	2.10% 365 Days		10.20.2023
Flagstar Bank	CD	\$ 1,005,196.32	4.74% 180 Days		11.7.2023
Flagstar Bank	CD	\$ 250,506.96	5.69% 12 Months		1.5.2024
Macatawa Bank	CD	\$ 750,000.00	3.15% 15 Months		2.16.2024
Grand River Bank	CD	\$ 302,862.92	4.65% 12 Months		4.3.2024
West MI Community Bank	CDars	\$ 308,392.96	4.00% 52 Weeks		4.4.2024
Choice One Bank	CD	\$ 251,422.02	4.33% 12 Months		4.9.2024
Choice One Bank	CD	\$ 1,002,774.76	5.13% 12 Months		6.1.2024
West MI Community Bank	CDars	\$ 515,055.06	4.75% 52 Weeks		6.6.2024
West MI Community Bank	CD	\$ 750,000.00	5.25% 365 Days		7.20.2024
CIBC USA Bank	CD	\$ 1,013,066.66	5.40% 365 Days		8.9.2024
Horizon	CD	\$ 1,081,139.20	5.06% 365 Days		9.19.2024
First National Bank of A	CD	\$ 518,219.01	4.40% 18 Months		12.17.2024
Restricted W&S Fees	Committed	\$ 24,043,172.42			



**GAINES CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN**

RESOLUTION NO. 23-__

**RESOLUTION CONFIRMING THE ANNUAL SPECIAL ASSESSMENT ROLL FOR
THE GAINES CHARTER TOWNSHIP FIRE AND PUBLIC SAFETY SERVICES
SPECIAL ASSESSMENT DISTRICT FOR 2023**

Minutes of a regular meeting of the Gaines Charter Township Board, Kent County, Michigan, held at the Gaines Charter Township Hall, 8555 Kalamazoo Ave., SE, Caledonia, Michigan 49316, on November 13, 2023 at 7:00 p.m., local time.

PRESENT:

ABSENT:

The following Resolution was offered for adoption by Township Board Member _____ and supported by Township Board Member _____:

WHEREAS, the Township Board of Gaines Charter Township, County of Kent, State of Michigan, pursuant to Act 33 of the Public Acts of Michigan of 1951, as amended ("Act 33"), and Section 20948 (being MCL 333.20948) of Act 368 of the Public Acts of Michigan of 1978 ("Act 368"), has previously established the Gaines Charter Township Fire and Public Safety Services Special Assessment District (the "SAD") to defray the cost of purchasing, operating, and / or contracting fire, first responder, emergency rescue and police motor vehicles, apparatus, equipment, capital improvements, and housing and providing fire protection, rescue, first responder, police, public safety and related services and operations (collectively, the "Services") and assess the costs thereof to the properties specially benefitted by the fire and public safety services in the SAD; and

WHEREAS, the Township Board is required to annually determine the amount to be assessed in the SAD for the cost of providing the Services, subject to a limitation that the assessment be no more than 1.5 mills per year; and

WHEREAS, a special assessment roll has been prepared for the purpose of defraying the costs of the Services for 2024; and

WHEREAS, the Township Board has reviewed said special assessment roll, and, after due and legal notice, the Township Board met on September 11, 2023, and heard objections to the distribution of the special assessment levy; and

WHEREAS, the Township Board deems said special assessment roll and special assessment levy to be fair and equitable.

NOW, THEREFORE, IT IS RESOLVED THAT:

1. The special assessment roll attached hereto as Exhibit A shall be designated the “Gaines Charter Township Fire and Public Safety Services Special Assessment Roll” (the “Roll”).

2. The Roll, in the total sum of \$1,228,806,654.00, is hereby confirmed and approved. To cover the sum total of this amount, the Township shall assess and levy a special assessment in the amount of 1.00 mills for 2023.

3. The assessments made in the Roll are hereby ordered and directed to be collected and the Township Treasurer is directed to distribute the special assessment levy on the taxable value of all of the lands and premises in the SAD except for lands and premises exempt from the collection of taxes under the General Property Tax Act, Act 206 of the Public Acts of Michigan of 1893 (however, lands and premises otherwise subject to special assessment via a contract or agreement with the Township or otherwise or subject to special assessment due to special or other legislation are not exempt and shall be subject to the special assessment).

4. The special assessment shall be distributed and shall become due and be collected at the same time as other Township taxes are assessed, levied, and collected, and shall be returned in the same manner for nonpayment. If the collections received from the special assessment levied are, at any time, insufficient to meet the obligations or expenses incurred in providing the Services, the Township Board may, by resolution, authorize the transfer or loan of sufficient money from the general fund of the Township to the special assessment fund. This money shall be repaid to the general fund of the Township out of special assessment funds when collected.

5. All resolutions or parts of resolutions in conflict herewith shall be and the same are hereby rescinded to the extent of the conflict.

6. All actions heretofore taken by Township officials, employees, and agents with respect to the Services and proceedings regarding this matter are hereby ratified and confirmed.

YEAS:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED.

Michael Brew
Gaines Charter Township Clerk

STATE OF MICHIGAN)
) ss.
COUNTY OF _____)

I, Michael Brew, Gaines Charter Township Clerk, hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of the Charter Township of Gaines at a regular meeting held on November 13, 2023, and that public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended, including, in the case of a special or rescheduled meeting, notice by publication or posting at least eighteen (18) hours prior to the time set for the meeting.

IN WITNESS WHEREOF, I have affixed my official signature this ____ day of November 13, 2023.

Michael Brew
Gaines Charter Township Clerk

EXHIBIT A
SPECIAL ASSESSMENT ROLL

GAINES CHARTER TOWNSHIP
RESOLUTION No. 2023-__

Resolution to Establish Gaines Charter Township Officers Salary

WHEREAS, this resolution is subject to MCLA 41.95(3); in a Township that does not hold an annual meeting; the salary for officers composing the Township Board shall be determined by the Township Board.

BE IT RESOLVED, THAT AS OF January 1, 2024, the salary of the Township Clerk shall be:

\$89,168.42

The forgoing resolution offered by board member:

Supported by board member:

The following aye votes were recorded:

The following nay votes were recorded:

Absent:

STATE OF MICHIGAN)
) SS
COUNTY OF KENT)

I, Michael A. Brew, Clerk of Gaines Charter Township, Michigan, do hereby certify that the above is a true and correct copy of the resolution adopted by Gaines Charter Township at a meeting held on November 13, 2023.

Michael A. Brew
Gaines Charter Township, Clerk

Date

GAINES CHARTER TOWNSHIP
RESOLUTION No. 2023-__

Resolution to Establish Gaines Charter Township Officers Salary

WHEREAS, this resolution is subject to MCLA 41.95(3); in a Township that does not hold an annual meeting; the salary for officers composing the Township Board shall be determined by the Township Board.

BE IT RESOLVED, THAT AS OF January 1, 2024, the salary of the Township Supervisor shall be:

\$52,466.19

The forgoing resolution offered by board member:

Supported by board member:

The following aye votes were recorded:

The following nay votes were recorded:

Absent:

STATE OF MICHIGAN)
) SS
COUNTY OF KENT)

I, Michael A. Brew, Clerk of Gaines Charter Township, Michigan, do hereby certify that the above is a true and correct copy of the resolution adopted by Gaines Charter Township at a meeting held on November 13, 2023.

Michael A. Brew
Gaines Charter Township, Clerk

Date

GAINES CHARTER TOWNSHIP
RESOLUTION No. 2023-__

Resolution to Establish Gaines Charter Township Officers Salary

WHEREAS, this resolution is subject to MCLA 41.95(3); in a Township that does not hold an annual meeting; the salary for officers composing the Township Board shall be determined by the Township Board.

BE IT RESOLVED, THAT AS OF January 1, 2024, the salary of the Township Treasurer shall be:

\$89,168.42

The forgoing resolution offered by board member:

Supported by board member:

The following aye votes were recorded:

The following nay votes were recorded:

Absent:

STATE OF MICHIGAN)
) SS
COUNTY OF KENT)

I, Michael A. Brew, Clerk of Gaines Charter Township, Michigan, do hereby certify that the above is a true and correct copy of the resolution adopted by Gaines Charter Township at a meeting held on November 13, 2023.

Michael A. Brew
Gaines Charter Township, Clerk

Date

GAINES CHARTER TOWNSHIP
RESOLUTION No. 2023-__

Resolution to Establish Gaines Charter Township Officers Salary

WHEREAS, this resolution is subject to MCLA 41.95(3); in a Township that does not hold an annual meeting; the salary for officers composing the Township Board shall be determined by the Township Board.

BE IT RESOLVED, THAT AS OF January 1, 2024, the Per Diem of the Township Board of Trustees shall be:

\$115.00/Meeting Attended

(Up to 18 Regular Meetings + special meetings as needed)

The forgoing resolution offered by board member:

Supported by board member:

The following aye votes were recorded

The following nay votes were recorded:

Absent:

STATE OF MICHIGAN)
) SS
COUNTY OF KENT)

I, Angela Burnside, Clerk of Gaines Charter Township, Michigan, do hereby certify that the above is a true and correct copy of the resolution adopted by Gaines Charter Township at a meeting held on November 13, 2023.

Michael A. Brew
Gaines Charter Township, Clerk

Date



MEMO

Staff Communication-Action Required

DATE: November 3, 2023
TO: Gaines Charter Township
FROM: Robert DeWard, Supervisor
RE: Township Manager Six Month Review

SUMMARY OF TOPIC:

A six-month review was completed for the Township Manager. Input was requested from Township Department Heads and Board members. The Personnel Committee reviewed the information that was received and created a summary of the information for the Board.

BUDGET ACTION REQUIRED: NONE

PERSONNEL COMMITTEE RECOMMENDATION:

The Personnel Committee has recommended the following:

1. Based on contract negotiations, increase Rod's salary retroactively to August 27, per the terms of his contract.
2. The Personnel Committee will conduct a 12-month review for Rod.
3. The Personnel Committee will coordinate a Birkman Assessment for Rod in FY 2024 as a leadership growth experience.
4. Direct Rod to establish the following order of priorities for the foreseeable future:
 - a. Conduct a website assessment and redesign process as a highest priority. This priority is intended to increase the Board's transparency to the Township residents.
 - b. Move forward with enhancing Parks and Trails (including Public Works) with the goal of a more visionary process.
 - c. Regarding the mention of a more robust Finance Department, the Personnel Committee recommends the staff begin to conduct research and get a clearer vision for what that may look like.

**Gaines Charter Township - Personnel Committee
Township Manager Six Month Review Summary
For Rod Weersing
October 17, 2023**

Trustees Responses:

7 responses resulting, small sample size overall.

Context:

The manager position is not fully endorsed by every Trustee. With a small sample size, opinion of one or two impacts the overall medium score. Most scores are above mid-range, scoring 4's and 5's overall on a scale of 1 – 5.

Summary:

Rod communicates weekly and includes forward looking comments, and most times with shared recommendations from the staff. The need for more communication is desired and there is a request for receiving information packets earlier to be more prepared for Trustee meetings.

The Manager scores 4-5 in the area of communicating well to both Trustees and residents. One outlier skews the scores. Overall, Trustees feel well-informed.

Regarding positive changes: Manager is proactive, communicative and improves morale.

Department Head Responses:

5 of 6 Department Heads responded to the request for review. This is again a small sampling size.

Summary:

In the area of relationships, Rod scores in the mid to high range in his ability to work effectively with Department Heads. It is reported that he values his team members. Scores are well above average in 9 categories pertaining to staff relationships. Rod is described as professional, motivating, responsive and trustworthy.

In the area of communication style, Rod scores in the 4-5 range. High marks in this area are supported by comments of support for Rod's leadership. One outlier recommends a more aggressive style in order to create faster change in the township.

In the area of leadership style, Rod is overall safe. He does not challenge the status quo and is considered supportive of staff development. He is described as a person of high integrity. He

has a good balance of encouraging staff members, being clear and not afraid to be direct. It was recommended that Rod needs to build a finance department.

Recommendations for Rod:

Continue paying close attention to relationship building and morale within the staff and residents. Make use of strong listening skills, offer encouragement while also being direct with your sense of vision and justice. Staff development will profit a healthy work environment along with responding directly.

The first 6 months is not the time to begin challenging the status quo but perhaps you can start to share more vision and planning over the course of the next few years.

The 6-month review is well above satisfactory. Rod has established himself as a leader already. Begin to pick the challenges that need resolution and identify opportunities the township needs. Relationships across audiences are good. Several Trustees mentioned an upgrade to the website and becoming more proactive with parks and trails in the Township.

Create a plan for a 12 (annual) review that is led by the personnel committee. Perhaps consider a 360 process or a review that is interview based.

Respectfully submitted by Trustee Terpstra

Recommendations for the Township Board:

1. Based on contract negotiations, increase Rod's salary retroactively. (August 27)
2. The Personnel Committee recommends (and will conduct) a 12-month review: similar to what our previous manager experienced.
3. The Personnel Committee recommends conducting a Birkman Assessment for Rod in FY 24 as a leadership growth experience in anticipation of providing additional assessments for Department heads in the following year.
4. Direct Rod to Establish the following order of priorities for the foreseeable future:
 - a. Conduct a website assessment and redesign process as a highest priority. This priority is intended to increase the board's transparency to the township residents.
 - b. A second priority will be moving forward with enhancing the Parks and Trails (including Public Works) - the goal of a more visionary process.
 - c. Regarding the mention of a more robust Finance Department, the Personnel Committee recommends the staff begin to conduct research and get a clearer vision for what that may look like.

**GAINES CHARTER TOWNSHIP
RESOLUTION No. 2023-__**

Resolution: Exemption from the Requirements of Public Act 152 of 2011

At a regular meeting of the Board of Trustees of Gaines Charter Township, held in the Township Hall in said Township, 8555 Kalamazoo Avenue, SE, Caledonia, MI 49316, on November 13, 2023 there were:

PRESENT:

ABSENT:

The following resolution was offered by _____ and seconded by _____.

WHEREAS, the PUBLICLY FUNDED HEALTH INSURANCE CONTRIBUTION ACT 152 OF 2011, enacted by the legislature of the State of Michigan on September 27, 2011, is intended to limit a public employer's expenditures for employee medical benefit plans; to provide the power and duties of certain State agencies and officials; to provide for exceptions; and to provide for sanctions; and

WHEREAS, under the provisions of Public Act 152 of 2011 public employers in the State of Michigan were to adopt, by January 1, 2012, provisions providing for compliance with the requirements of Public Act 152 of 2011; and

WHEREAS, mandates within the Act require that public employers choose certain cost-sharing obligations for public employee health insurance premiums; and

WHEREAS, Section 8 of Public Act 152 allows that, by a 2/3 vote of its governing body each year, a local unit of government may exempt itself from the requirements of this act for the next succeeding year; and

WHEREAS, The Gaines Charter Township Board has historically recognized, in its role as a steward for the public funds entrusted to it, that it must efficiently manage those limited resources and traditionally engages in reviews of employee compensation packages to maximize both employee satisfaction and fiscal responsibility; and

NOW, THEREFORE BE IT RESOLVED, that Gaines Charter Township, Kent County, Michigan, elects to opt out of Public Act 152 of 2011 for the next succeeding year, 2024 and;

BE IT FURTHER RESOLVED, that the Gaines Charter Township Board acknowledges its responsibility to revisit its options and responsibilities under Public Act 152 of 2011 on an annual basis.

The following aye votes were recorded:

The following nay votes were recorded:

STATE OF MICHIGAN)
) SS
COUNTY OF KENT)

I, Michael A. Brew, Clerk of Gaines Charter Township, Michigan, do hereby certify that the above is a true and correct copy of the resolution adopted by Gaines Charter Township at a meeting held on November 13, 2023.

Michael A. Brew
Gaines Charter Township, Clerk

Date



MEMO

Staff Communication-Action Required

DATE: November 8, 2023
 TO: Gaines Charter Township
 FROM: Rod Weersing, Township Manager
 RE: Cutlerville Fire Fighter pay-scale increase requests

SUMMARY OF TOPIC:

At the 10/18/ meet of the Cutlerville Fire Board (CFB), Chief Van Hall requested the following pay scale increases. After review, the CFB is recommending the Township Board approve the increases.

PAY SCALE - HOURLY (CALL AND TRAINING)			
	Current	Requested	
No Training	\$16.00 / hr.	\$18.00 / hr.	
FF I&II or MFR/EMT	\$19.00 / hr.	\$21.00 / hr.	
FF I&II AND MFR/EMT	\$22.00 / hr.	\$24.00 / hr.	
Fully Trained (Black Helmet)	\$25.00 / hr.	\$28.14 / hr.	
Fire Academy	\$15.00 / hr.	No Change	50% paid upon successful completion, 50% paid after obtaining Black Helmet, minimum six months after completion, and still on the POC roster
EMT	\$15.00 / hr.	No Change	50% paid upon successful completion, 50% paid after obtaining Black Helmet, minimum six months after completion, and still on the POC roster

	Current	Requested	
Part Time / Full-Time Shift Fill In	\$20.25 / hr.	\$21.16 / hr	
Part Time / Full-Time Shift Fill In - Holidays	\$20.25 / hr. + \$100 per 12 hour shift	\$21.16 / hr + \$100 per 12 hour shift	New Year's Day, Memorial Day, 4th of July, Labor Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve, Christmas Day, and New Year's Eve.

Reviewing the request, staff noted the following increases went into effect, May 1, 2022.

	Current	Proposed
No Training	\$ 13.00	\$ 16.00
FF 1&2 or MFR/EMT	\$ 16.00	\$ 19.00
FF 1&2 and MFR/EMT	\$ 18.00	\$ 22.00
Fully Trained (Black Helmet)	\$ 23.50	\$ 25.00

This data is being offered for informational purposes only; as there was some confusion as to when the last increase was implemented.

BUDGET ACTION REQUIRED:

None. Increases have been built into the proposed 2024 budget.

STAFF RECOMMENDATION:

This request is coming to the Board of Trustees as a recommendation from the CFB.



MEMO

Staff Communication-Action Required

DATE: November 8, 2023
 TO: Gaines Charter Township
 FROM: Rod Weersing, Township Manager
 RE: Dutton Fire Fighter pay-scale increase requests

SUMMARY OF TOPIC:

At the 11/08/23 meeting of the Dutton Fire Committee (DFC), Chief Van Hall requested the following pay scale increases. After review, the DFC is recommending the Township Board approve the increases.

PAY SCALE - HOURLY (CALL AND TRAINING)			
	Current	Requested	
No Training	\$12.00 / hr.	\$18.00 / hr.	
FF I&II or MFR/EMT	\$16.00 / hr.	\$21.00 / hr.	
FF I&II AND MFR/EMT	\$20.00 / hr.	\$24.00 / hr.	
Fully Trained (Black Helmet)	\$28.14 / hr.	\$28.14 / hr.	
Fire Academy	\$1,500	No Change	Flat amount paid at succesful completion of FF I/II
EMT	\$1,000	No Change	Flat amount paid at succesful completion of EMT and obtaining EMT license
1 Year Post Black Helmet	\$2,500	No Change	Flat amount paid one (1) year after completion of Black Helmet and the member is in good standing
Training/Event	\$17.50 / hr	Training Level	

	Current	Requested	
Part Time / Full-Time Shift Fill In	\$20.25 / hr.	\$21.16 / hr	
Part Time / Full-Time Shift Fill In - Holidays	\$20.25 / hr. + \$100 per 12 hour shift	\$21.16 / hr. + \$100 per 12 hour shift	New Year's Day, Memorial Day, 4th of July, Labor Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve, Christmas Day, and New Year's Eve.

Reviewing the request, staff noted the following increases went into effect, in August of 2015:

- \$12/run prior to Training
- \$16/run after completion of first training
- \$20/run after completion of second training
- \$28/run after removed from probationary status

This data is being offered for informational purposes only; as there was some confusion as to when the last increase was implemented.

BUDGET ACTION REQUIRED:

None. Increases have been built into the proposed 2024 budget.

STAFF RECOMMENDATION:

This request is coming to the Board of Trustees as a recommendation from the DFC.

**GAINES CHARTER TOWNSHIP APPROPRIATIONS ACT
FISCAL YEAR 2024
RESOLUTION 2023-_____**

AN APPROPRIATIONS ACT FOR GAINES CHARTER TOWNSHIP: TO DEFINE THE POWERS AND DUTIES OF THE GAINES CHARTER TOWNSHIP OFFICERS IN RELATION TO THE ADMINISTRATION OF THE BUDGET.

The Board of Trustees of Gaines Charter Township resolves:

SECTION 1: TITLE

This Act shall be known as the Gaines Charter Township General Appropriations Act.

SECTION 2: PUBLIC HEARINGS ON THE BUDGET

Pursuant to MCLA 141.412; MCLA 141.413, notice of a public hearing on the proposed budget was published in the Sun and News October 28, 2023 and November 4, 2023 and a public hearing was held on the proposed budget on November 13, 2023.

SECTION 3: CHIEF ADMINISTRATIVE OFFICER

The Township Supervisor (or designee) shall be the Chief Administrative Officer and shall perform the duties of the Chief Administrative Officer, including annual preparation and presentation of the Gaines Charter Township Budget and periodically introducing budget adjustments and resolutions as deemed necessary.

SECTION 4: FISCAL OFFICER

The Clerk shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer, including providing the Chief Administrative officer with timely and accurate budget status reports no later than four (4) days prior to township meetings. The Fiscal Officer shall not expend any monies out of any department above department budgets.

SECTION 5: ESTIMATED REVENUES

- Estimated Township General Fund revenues for fiscal year 2024 shall total \$5,821,363.
- Estimated Township Public Safety Special Assessment revenues for fiscal year 2024 shall total \$4,272,000.
- Estimated Township Water Department revenues for fiscal year 2024 shall total \$3,543,100.
- Estimated Township Sewer Department revenues for fiscal year 2024 shall total \$3,195,200.
- Estimated Township Building Department revenues for fiscal year 2024 shall total \$616,500.
- Estimated Township ARPA revenues for fiscal year 2024 shall total \$704,695.

SECTION 6: MILLAGE LEVY

The Gaines Charter Township Board shall cause to be levied and collected the general property tax on all real and personal property within the Township upon current tax roll and allocated millage of 0.8162.

SECTION 7: SPECIAL ASSESSMENT LEVY

The Gaines Charter Township Board shall cause to be levied and collected the special assessment millage for public safety services on all real property within the Township upon current tax roll and allocated millage of 1.00.

SECTION 8: ESTIMATED EXPENDITURES

Estimated Township general fund expenditures for fiscal year 2024 are in accordance with Attachment A.

SECTION 8: ADOPTION OF BUDGET BY REFERENCE

The General Fund Budget of Gaines Charter Township is hereby adopted by reference, with revenues and activity expenditures as indicated in Sections 5 and 8 of this Act.

SECTION 9: ADOPTION OF DEPARTMENT BUDGET

The Board of Trustees of Gaines Charter Township adopts the 2024 fiscal year department budgets. Township officials responsible for the expenditures authorized in the budgets may expend Township funds up to, but not to exceed, the total appropriation authorized for each department, and may make transfers among the various line items contained in the department appropriation. Appropriations for line items related to personnel wages may not exceed projections by more than 10% without prior Board approval by Budget amendment.

SECTION 10: APPROPRIATION NOT A MANDATE TO SPEND

Appropriations will be deemed maximum authorization to incur expenditures. The Fiscal Officer shall exercise supervision and control to ensure that expenditures are within appropriations and shall not issue any township order for expenditures that exceed appropriations.

SECTION 11: PERIODIC FISCAL REPORTS

The Fiscal Officer shall transmit to the Board at the end of each of the first three (3) quarters, and at the end of each month occurring during the fourth quarter, a report of financial operations, including, but not limited to:

- a. A summary statement of the actual financial condition of the General Fund at the end of the previous quarter (month).
- b. A summary statement showing the receipts and expenditures and encumbrances for the previous quarter (month).

c. A detailed list of:

- i. Expected revenues by major source as estimated in the budget; actual receipts to date for the current fiscal year compared with actual receipts for the same period in the prior fiscal year; the balance of estimated revenues to be collected in the then current fiscal year; and any revisions in revenue estimates resulting from collection experience to date.
- ii. For each department: the amount appropriated; the amount charged to each appropriation in the previous quarter (month) for the current fiscal year and as compared with the same period in the prior fiscal year; the unencumbered balance of appropriations; and any revisions in estimate of expenditures.

SECTION 12: LIMIT ON OBLIGATIONS AND PAYMENTS

No obligation shall be incurred against, and no payment shall be made from any appropriation account unless there is a sufficient unencumbered balance in the appropriation and sufficient funds are or will be available to meet the obligation.

SECTION 13: BUDGET MONITORING

Whenever it appears to the Chief Administrative Officer or the Township Board that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures shall exceed an appropriation, the Chief Officer shall present to the Township Board recommendations to prevent expenditures from exceeding available revenues or appropriations for the current fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues, or both.

SECTION 14: VIOLATIONS OF THIS ACT

Any obligations or payment authorized in violation of this resolution shall be void and shall subject any responsible official(s) or employee(s) to disciplinary action as outlined in Public Act 621 of 1978.

SECTION 15: BOARD ADOPTION

Resolution 2023 - "Resolution Adopting General Appropriations Act: 2024 Budgets for the General Fund, Water & Sewer, Building Inspections, and Public Safety Services was passed at a regularly held Township Board meeting, November 13, 2023.

ATTACHMENT A

FISCAL YEAR 2024 ESTIMATED EXPENDITURES

Fund	Recommended Appropriation
General	\$5,278,691
Public Safety	\$3,966,299
Water	\$2,688,463
Sewer	\$3,292,740
Building	\$455,100
ARPA	\$804,695
Dutton Capital	\$280,000
Total	\$16,765,988*

UPDATE

GAINES CHARTER TOWNSHIP

PROPOSED BUDGETS

2024

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October 2, 2023

TO: Gaines Charter Township Board
FROM: Rod Weersing, Township Manager
RE: DRAFT FY 2024 Gaines Charter Township Budget

Township staff and elected officials began work on the Fiscal Year 2024 budget in July of 2023. As work on the budget was getting under way, the Township was notified by Byron Township of their intent to cancel the Cutlerville Fire Department Intergovernmental Agreement. While this change will have the greatest effect on the Public Safety Fund, it could also have some effect on the Township General Fund.

The Manager met with all department heads in preparation of this draft budget. All department heads presented their recommendations for their departmental budgets for 2024. With some ongoing conversations the recommended budget was put together for the Township Board to review.

There are several one-time projects built into the FY 2024 budget. These are projects that are being recommended for completion in 2024. These projects will be presented to the Board throughout 2024 for a final review and approval. There is also a Discretionary Project List at the end of the budget. These are items that have been brought up over the course of 2023 as items for consideration. The items from the Discretionary Project list may be presented to the Board as a Staff recommendation or could be further advanced by a Board member requesting that information be presented to the Board.

As you review the departmental numbers, you will notice that several departments have sizeable increases in the Salaries and Wages category, and other departments have decreases in that category. There was some re-allocation performed by staff to better align individual staff members with their main department. This will also create some efficiencies throughout the year in the accounting of charges related to personnel.

FISCAL YEAR 2024 TOTAL RECOMMENDED APPROPRIATIONS

Fund	Recommended Appropriation
General	\$5,821,363
Public Safety	\$4,272,000
Water	\$3,211,730
Sewer	\$3,775,555
Building	\$615,500
ARPA	\$340,000
Total	\$18,036,148*

*This total includes \$2,465,000 in interfund transfers. The total without transfers is \$15,571,148.

TOWNSHIP FUNDS

General Fund

General fund activities are basic activities and services that are required to be provided by the Township. This includes assessing property values, zoning/planning activities and enforcement, running elections, and collecting taxes (among other activities). Generally, this fund is supported through property taxes paid by residents to the Township and state shared revenues.

General Fund Revenues

General Fund revenues fall into five (5) broad categories.

Table 1

Category	Projected revenue FY 2024	Percent Revenues	Percent of total funds available
Taxes	\$1,110,150	19.31%	19.07%
State Revenue	\$3,265,945	56.82%	56.10%
Fees for Service	\$493,000	8.58%	8.47%
Restricted Revenue	\$590,000	10.26%	10.14%
Other	\$289,363	5.03%	4.97%
Total	\$5,748,458		
Fund Balance Transfer	\$72,905		1.25%
Total Available	\$5,821,363		

*Fund balance transfers are not revenues for the current fiscal year, but unspent revenues from previous fiscal years.

"Restricted Revenue" includes Cablevision fees & streetlight revenues

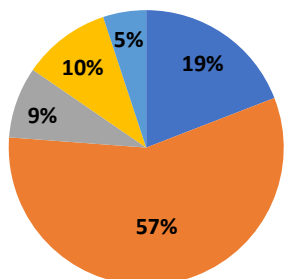
"Other" include (but is not limited to) cemetery revenues, various enterprise fund & intergovernmental rents, & interest earnings

General Fund Revenues are anticipated to increase by about 10.5% (this does NOT include the fund balance transfer). The increase comes mainly from additional state revenue sharing dollars, an increase in property tax collections, and an increase in interest on investments. These increases equate to \$198,902 (6.45%), \$170,000 (20%), and \$88,000 (700%) respectively over the 2023 projections.

Revenue projections are visualized in two tables below, projected revenues without the fund balance transfer and with the fund balance transfer.

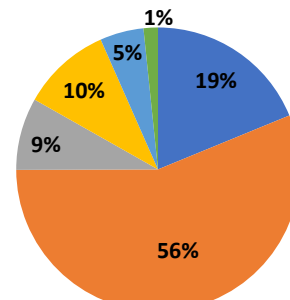
FY 2024 REVENUE PROJECTIONS WITHOUT RESERVE FUNDS

■ Taxes
■ State Revenue
■ Fees for Service
■ Restricted Revenue
■ Other



FY 2024 TOTAL REVENUE PROJECTIONS

■ Taxes
■ State Revenue
■ Fees for Service
■ Restricted Revenue
■ Other
■ Fund Balance Transfer



General Fund Expenses

This year, General Fund expenses are being broken out into five (5) broad categories.

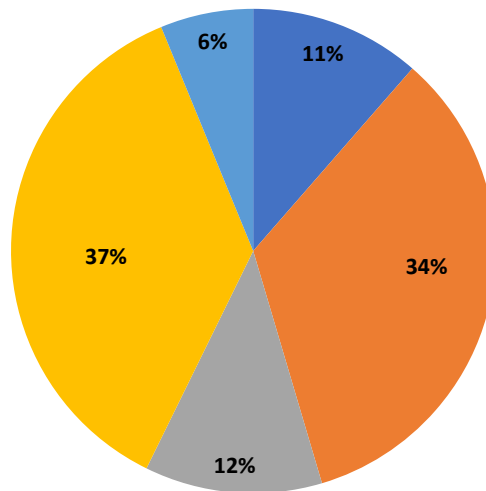
Table 2

Category	Projected Expenses FY 2024	Percent of total
Elected Offices	\$667,006	11.46%
General Administration	\$1,978,822	33.99%
Public Works	\$689,090	11.84%
Transfer to Public Safety	\$2,125,000	36.50%
Cemetery	\$361,445	6.21%
Total	\$5,821,363	

There are a fair number of proposed one-time projects for Fiscal Year 2024. Therefore, the staff recommends that the Township take advantage of its unrestricted fund balance to complete several of these projects (the one-time project list can be found on the next page in Table 3). Most other projects in the general fund for the coming fiscal year will be maintenance related and similar to past years.

FY 2024 GENERAL FUND EXP. CATEGORIES

■ Elected Offices ■ General Administration ■ Public Works ■ Transfer to Public Safety ■ Cemetery



One Time Project List, General Fund

Table 3

Project	Amount
BS&A Cloud	\$150,000
Dutton Cem Drive Expansion	\$100,000
Cemetery Tools	\$ 50,000
Natural Resources Inventory	\$ 35,000
Total	\$335,000

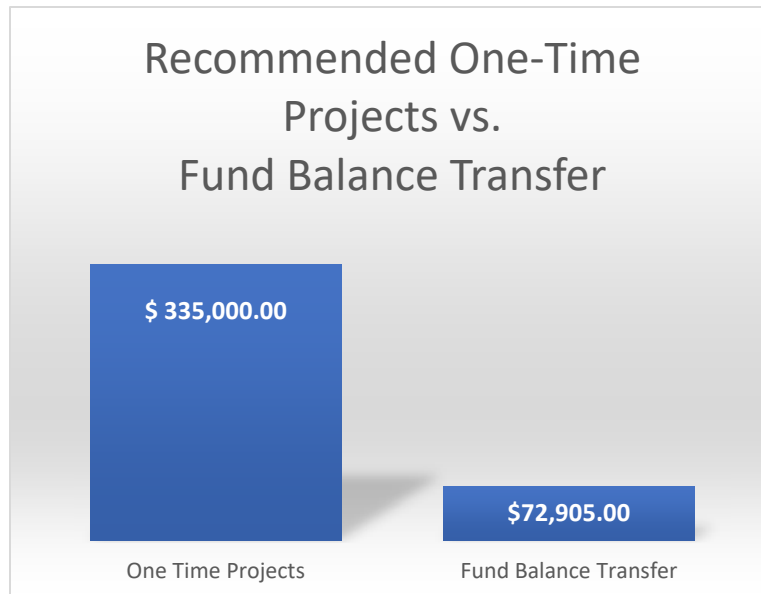
One-time projects will cost the Township approximately \$335,000 in Fiscal Year 2024 if all are approved. Therefore, to cover the costs of these projects, the staff recommends budgeting for a transfer from the fund balance in the amount of \$72,905. This is highlighted to illustrate that the Township does not have a functional deficit and the sole reason for using

reserve funds is to ensure all the above projects can occur in FY 2024. However, if the board wishes, any of these one-time projects can be cut back to lower or eliminate the need for a fund balance transfer.

With the expansion at the Blain Cemetery taking place in late 2023, it is important that the focus now be put on the Dutton Cemetery for a much-needed expansion. Both cemeteries have sold burial plots past the current drive areas, and these expansions are needed to be able to efficiently move visitors through for funerals. The driveway expansion at the Dutton Cemetery is currently estimated to cost \$100,000. Another \$50,000 will be budgeted for investments in tools and equipment for the continued upkeep and maintenance of all three cemeteries.

BS&A is the municipal focused software that the Township uses for most of its record keeping. The Township will have to move from the server-based platform to the cloud-based platform for this product soon. This move comes with an estimated cost of \$150,000 to make the change, along with an annual increase for each of the modules that are being used.

Lastly, the Community Development Director has requested funding to have a Natural Resources Inventory completed. This will help the Township to identify areas that should be reviewed for possible park locations in the future.



10/27/2023

BUDGET REPORT FOR GAINES CHARTER TOWNSHIP

Calculations as of 12/31/2023

		2023	2023	2024
GL NUMBER	DESCRIPTION	APPROVED BUDGET	ACTIVITY THRU 12/31/23	RECOMMENDED BUDGET
ESTIMATED REVENUES				
Dept 000.000				
101-000.000-404.000	GENERAL PROPERTY TAXES	850,000	866,250	1,020,000
101-000.000-411.000	DELINQUENT REAL TAXES	9,000	9,252	9,500
101-000.000-412.000	DELINQUENT PERSONAL TAXES	250	1,154	250
101-000.000-432.001	PAYMENT IN LIEU OF TAXES	17,500	17,485	18,000
101-000.000-434.000	MOBILE HOME TAX	9,400	6,209	9,400
101-000.000-437.000	IND/COMM FACILITIES TAXES	40,000	39,021	40,000
101-000.000-445.000	INTEREST/PENALTIES ON TAXES	13,000	12,069	13,000
101-000.000-447.000	ADMINISTRATION FEE	365,000	387,738	415,000
101-000.000-451.000	STREET LIGHTING SPEC ASSESSMENT	200,000	230,703	251,000
101-000.000-476.000	WASTE MANAGEMENT FEES	500		500
101-000.000-477.000	CABLEVISION FEES	339,210	150,329	339,000
101-000.000-478.000	LIQUOR LICENSE FEES	2,700	2,400	2,400
101-000.000-573.000	LOCAL COMMUNITY STABILIZATION	26,000	6,989	26,000
101-000.000-574.000	REVENUE SHARING	3,067,043	1,500,541	3,265,945
101-000.000-615.000	SUMMER TAX COLLECTION FEES	33,000		34,000
101-000.000-626.000	PLANNING AND ZONING FEES	15,000	15,785	17,000
101-000.000-634.000	CEMETERY OPEN/CLOSE FEES	27,000	19,600	27,000
101-000.000-642.000	SALE OF EQUIPMENT		31	500
101-000.000-642.002	SALE OF PRINTED MATERIALS		10	
101-000.000-642.003	SALE OF CEMETERY LOTS	30,000	17,500	30,000
101-000.000-651.000	RIGHT OF WAY/EASEMENTS	3,900		4,000
101-000.000-651.001	STATE TELECOMMUNICATION SHARE	3,000	21,148	3,000
101-000.000-657.000	ORDINANCE FINES	250	1,254	1,000
101-000.000-665.001	INTEREST ON INVESTMENTS	12,000	157,755	100,000

101-000.000-665.002	INTEREST ON INVESTMENTS/TAXES		524	500
101-000.000-667.000	LIBRARY ROOM RENTAL		275	100
101-000.000-667.001	BUILDING DEPT RENT	11,000	5,338	11,000
101-000.000-667.002	WATER/SEWER DEPT RENT	7,500	3,781	7,563
101-000.000-667.003	RENTAL OF COMMUNITY ROOM	1,000	3,653	2,500
101-000.000-667.004	LIBRARY RENT	16,000	13,890	16,500
101-000.000-671.000	SHERIFF'S LEASE	29,450	19,524	32,000
101-000.000-671.001	AIR TOUCH LEASE PAYMENTS	3,000	3,434	3,300
101-000.000-674.000	CONTRIBUTIONS AND DONATIONS	500		
101-000.000-676.000	REIMBURSEMENTS	1,000		
101-000.000-678.000	MISC REVENUE		950	500
101-000.000-687.001	WATER/SEWER FUND REIMBURSEMENT	48,000		48,000
101-000.000-699.000	TRANSFER IN	97,488		72,905
Totals for dept 000.000 -		5,278,691	3,514,592	5,821,363
TOTAL ESTIMATED REVENUES		5,278,691	3,514,592	5,821,363

APPROPRIATIONS				
Dept 101.000 - TOWNSHIP BOARD				
101-101.000-702.001	SALARIES & WAGES	14,533	8,072	15,000
101-101.000-715.000	SOCIAL SECURITY/MEDICARE	1,017	618	1,136
101-101.000-716.000	PENSION CONTRIBUTION	1,450	793	1,500
101-101.000-727.000	SUPPLIES		74	100
101-101.000-802.000	LEGAL SERVICES	2,500	7,728	5,000
101-101.000-812.000	LUNCHES/DINNERS/MEETINGS	1,500	430	1,500
101-101.000-817.000	MILEAGE REIMBURSEMENT	400		400
101-101.000-831.000	SEMINARS/CONTINUING EDUCATION	1,500	718	1,500
Totals for dept 101.000 - TOWNSHIP BOARD		22,900	18,433	26,136
Dept 171.000 - SUPERVISOR				
101-171.000-702.001	SALARIES & WAGES	49,231	86,405	87,500
101-171.000-702.011	PAYMENT IN LIEU OF HEALTH INS	7,800	7,165	8,555
101-171.000-715.000	SOCIAL SECURITY/MEDICARE	4,109	7,159	6,700
101-171.000-716.000	PENSION CONTRIBUTION	4,923	8,297	8,750
101-171.000-717.000	HEALTH & LIFE INSURANCE	7,969	2,627	9,360
101-171.000-727.000	SUPPLIES	450	169	450
101-171.000-802.000	LEGAL SERVICES		71	500
101-171.000-812.000	LUNCHES/DINNERS/MEETINGS	300	46	300
101-171.000-817.000	MILEAGE REIMBURSEMENT	900	405	900
101-171.000-831.000	SEMINARS/CONTINUING EDUCATION	500	275	500
101-171.000-832.000	DUES AND MEMBERSHIPS	125	115	125
101-171.000-853.000	TELECOMMUNICATIONS	600	427	600
101-171.000-963.001	MISCELLANEOUS	100		100
101-171.000-965.000	POSTAGE	125	105	125
101-171.000-979.000	NEW FURNITURE & EQUIPMENT	1,000	253	3,000
Totals for dept 171.000 - SUPERVISOR		78,132	113,519	127,465
Dept 172.000 - MANAGER				
101-172.000-702.001	SALARIES & WAGES	107,816	102,838	167,500
101-172.000-702.002	SALARY - DEPUTY/ASSISTANT		8,469	

101-172.000-702.011	PAYMENT IN LIEU OF HEALTH INSU	2,600		7,400
101-172.000-715.000	SOCIAL SECURITY/MEDICARE	8,301	8,514	12,800
101-172.000-716.000	PENSION CONTRIBUTION	10,782	10,067	16,750
101-172.000-717.000	HEALTH & LIFE INSURANCE	14,989	3,912	5,600
101-172.000-727.000	SUPPLIES	1,200	133	1,200
101-172.000-802.000	LEGAL SERVICES	1,000	1,088	1,000
101-172.000-809.000	PROGRAMMING/SOFTWARE/NETWORK			4,500
101-172.000-812.000	LUNCHES/DINNERS/MEETINGS	500	26	500
101-172.000-817.000	MILEAGE REIMBURSEMENT	2,000	533	1,500
101-172.000-831.000	SEMINARS/CONTINUING EDUCATION	5,750	381	3,150
101-172.000-832.000	DUES AND MEMBERSHIPS	1,925	540	775
101-172.000-853.000	TELECOMMUNICATIONS	500	263	500
101-172.000-900.000	PRINTING		49	100
101-172.000-963.001	MISCELLANEOUS	250	180	250
101-172.000-965.000	POSTAGE	100		100
101-172.000-979.000	NEW FURNITURE & EQUIPMENT	2,800	1,804	3,000
Totals for dept 172.000 - MANAGER		160,513	138,797	226,625

Dept 215.000 - CLERK

101-215.000-702.001	SALARIES & WAGES	104,305	112,465	196,000
101-215.000-702.002	SALARY - DEPUTY/ASSISTANT		10,740	
101-215.000-702.004	CLERICAL SUPPORT		5,812	
101-215.000-715.000	SOCIAL SECURITY/MEDICARE	8,000	9,644	15,000
101-215.000-716.000	PENSION CONTRIBUTION	10,452	11,404	19,600
101-215.000-717.000	HEALTH & LIFE INSURANCE	25,659	26,402	32,000
101-215.000-727.000	SUPPLIES	2,900	1,027	2,900
101-215.000-801.001	FILING FEES/LEGAL			1,000
101-215.000-808.000	CONTRACTED SERVICES	3,000	299	3,000
101-215.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	4,000	4,263	6,000
101-215.000-812.000	LUNCHES/DINNERS/MEETINGS	350	302	400
101-215.000-817.000	MILEAGE REIMBURSEMENT	1,200	1,688	2,200
101-215.000-831.000	SEMINARS/CONTINUING EDUCATION	13,000	6,600	12,650
101-215.000-832.000	DUES AND MEMBERSHIPS	785	725	855
101-215.000-853.000	TELECOMMUNICATIONS	1,200	526	1,200
101-215.000-900.000	PRINTING	500	(95)	500

101-215.000-901.000	PUBLISHING	1,000	163	1,000
101-215.000-963.001	MISCELLANEOUS	300	(4)	300
101-215.000-965.000	POSTAGE	5,000	2,165	5,000
101-215.000-979.000	NEW FURNITURE & EQUIPMENT	5,005	3,814	7,000
Totals for dept 215.000 - CLERK		186,656	197,940	306,605

Dept 247.000 - BOARD OF REVIEW

101-247.000-702.001	SALARIES & WAGES	3,300	844	3,000
101-247.000-715.000	SOCIAL SECURITY/MEDICARE	231	65	227
101-247.000-812.000	LUNCHES/DINNERS/MEETINGS	300	298	300
101-247.000-831.000	SEMINARS/CONTINUING EDUCATION	350		350
101-247.000-901.000	PUBLISHING	240		240
Totals for dept 247.000 - BOARD OF REVIEW		4,421	1,207	4,117

Dept 253.000 - TREASURER

101-253.000-702.001	SALARIES & WAGES	121,813	99,792	122,500
101-253.000-702.011	PAYMENT IN LIEU OF HEALTH INS	2,600		2,600
101-253.000-715.000	SOCIAL SECURITY/MEDICARE	9,319	7,438	9,375
101-253.000-716.000	PENSION CONTRIBUTION	12,181	9,745	12,250
101-253.000-717.000	HEALTH & LIFE INSURANCE	28,506	19,171	28,500
101-253.000-727.000	SUPPLIES	500	275	500
101-253.000-801.001	FILING FEES/LEGAL	100		100
101-253.000-802.000	LEGAL SERVICES	250	84	250
101-253.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	4,378	3,329	6,100
101-253.000-812.000	LUNCHES/DINNERS/MEETINGS	300	223	400
101-253.000-817.000	MILEAGE REIMBURSEMENT	1,300	900	1,400
101-253.000-831.000	SEMINARS/CONTINUING EDUCATION	2,500	2,122	2,500
101-253.000-832.000	DUES AND MEMBERSHIPS	525	447	525
101-253.000-853.000	TELECOMMUNICATIONS	680	148	600
101-253.000-900.000	PRINTING	4,000	1,528	4,500
101-253.000-903.000	PROPERTY TAX NOTIFICATIONS	700	532	1,300
101-253.000-963.001	MISCELLANEOUS	200	3	200
101-253.000-965.000	POSTAGE	8,700	5,422	8,700
101-253.000-979.000	NEW FURNITURE & EQUIPMENT	4,000	237	4,500
Totals for dept 253.000 - TREASURER		202,552	151,396	206,800

Dept 257.000 - ASSESSOR				
101-257.000-702.001	SALARIES & WAGES	202,396	70,483	182,500
101-257.000-702.002	SALARY - DEPUTY/ASSISTANT		42,646	
101-257.000-702.010	SALARY - CLERICAL		29,500	
101-257.000-715.000	SOCIAL SECURITY/MEDICARE	15,483	10,503	14,000
101-257.000-716.000	PENSION CONTRIBUTION	20,240	14,159	18,250
101-257.000-717.000	HEALTH & LIFE INSURANCE	53,786	44,732	60,000
101-257.000-727.000	SUPPLIES	500	314	500
101-257.000-801.001	FILING FEES/LEGAL	100		100
101-257.000-802.000	LEGAL SERVICES	23,000	4,296	20,000
101-257.000-808.000	CONTRACTED SERVICES	2,000		2,000
101-257.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	7,000	7,397	9,000
101-257.000-812.000	LUNCHESES/DINNERS/MEETINGS	500	208	500
101-257.000-817.000	MILEAGE REIMBURSEMENT	1,500	812	1,500
101-257.000-831.000	SEMINARS/CONTINUING EDUCATION	6,000	4,222	7,000
101-257.000-832.000	DUES AND MEMBERSHIPS	4,820	540	860
101-257.000-853.000	TELECOMMUNICATIONS	660	396	660
101-257.000-901.000	PUBLISHING	300	588	300
101-257.000-903.000	PROPERTY TAX NOTIFICATIONS	1,600	1,271	1,600
101-257.000-963.001	MISCELLANEOUS	300	374	300
101-257.000-965.000	POSTAGE	4,500	4,869	5,000
101-257.000-979.000	NEW FURNITURE & EQUIPMENT	2,400	153	2,700
Totals for dept 257.000 - ASSESSOR		347,085	237,463	326,770

Dept 261.000 - GENERAL ADMINISTRATION				
101-261.000-717.000	HEALTH & LIFE INSURANCE	17,000	18,114	19,000
101-261.000-719.000	WORKERS' COMPENSATION INSURANCE	9,147	46,140	18,000
101-261.000-727.000	SUPPLIES	8,000	4,836	8,500
101-261.000-801.000	ACCOUNTING SERVICES/AUDIT	12,000	15,582	15,000
101-261.000-801.001	FILING FEES/LEGAL	200		200
101-261.000-802.000	LEGAL SERVICES	15,000	3,139	25,000
101-261.000-803.000	ENGINEERING	5,000	1,501	8,000
101-261.000-805.000	EQUIPMENT RENTAL/SERVICE	500		500
101-261.000-808.000	CONTRACTED SERVICES	17,400	17,119	20,000

101-261.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	54,500	43,453	210,000
101-261.000-831.000	SEMINARS/CONTINUING EDUCATION	1,000		1,000
101-261.000-832.000	DUES AND MEMBERSHIPS	59,450	128,799	65,000
101-261.000-853.000	TELECOMMUNICATIONS	2,500	10,306	3,000
101-261.000-901.000	PUBLISHING	9,000	2,202	6,000
101-261.000-902.000	TOWNSHIP NEWSLETTER		1,361	3,000
101-261.000-958.000	INSURANCE & BONDS	8,000	(859)	4,000
101-261.000-961.001	MAPPING & AERIAL PHOTO	4,000	3,041	4,000
101-261.000-963.001	MISCELLANEOUS	1,000	135	1,000
101-261.000-964.000	TAX/PERMIT FEES REFUND	5,000	751	5,000
101-261.000-965.000	POSTAGE	6,000	(2,992)	8,500
101-261.000-969.002	ADMINISTRATION FEES	200		200
101-261.000-975.000	PEG FUND COMMITMENT	52,500	12,000	52,500
Totals for dept 261.000 - GENERAL ADMINISTRATION		287,397	304,628	477,400
Dept 262.000 - ELECTIONS				
101-262.000-702.001	SALARIES & WAGES	35,290	7,510	
101-262.000-715.000	SOCIAL SECURITY/MEDICARE	2,710	575	
101-262.000-716.000	PENSION CONTRIBUTION	3,529		
101-262.000-717.000	HEALTH & LIFE INSURANCE	5,643		
101-262.000-727.000	SUPPLIES	2,063	2,205	4,800
101-262.000-802.000	LEGAL SERVICES		278	1,000
101-262.000-808.000	CONTRACTED SERVICES	31,100	13,752	100,000
101-262.000-809.000	PROGRAMMING/SOFTWARE/NETWORK			41,600
101-262.000-812.000	LUNCHES/DINNERS/MEETINGS		517	9,000
101-262.000-817.000	MILEAGE REIMBURSEMENT	500	493	2,000
101-262.000-900.000	PRINTING	4,500	9,361	100,000
101-262.000-901.000	PUBLISHING	150	71	
101-262.000-963.001	MISCELLANEOUS	2,500	39	2,500
101-262.000-965.000	POSTAGE	15,000	11,831	45,000
101-262.000-972.000	CAPITAL OUTLAY	25,000		
101-262.000-979.000	NEW FURNITURE & EQUIPMENT	3,850	5,491	10,000
Totals for dept 262.000 - ELECTIONS		131,835	52,123	315,900

Dept 265.000 - TOWNSHIP HALL AND GROUNDS

101-265.000-702.001	SALARIES & WAGES	15,000	9,016	15,000
101-265.000-715.000	SOCIAL SECURITY/MEDICARE	1,335	690	1,150
101-265.000-727.000	SUPPLIES		286	100
101-265.000-775.000	BUILDING REPAIR & MAINTENANCE SUPPLIE	500	63	500
101-265.000-805.000	EQUIPMENT RENTAL/SERVICE	1,700	505	1,700
101-265.000-808.000	CONTRACTED SERVICES	14,500	15,053	15,510
101-265.000-815.000	MOSQUITO/LEAF COLLECTION	20,000	209	23,000
101-265.000-819.000	SNOW PLOWING/REMOVAL	15,000	15,470	18,000
101-265.000-821.000	CLEANING BUILDING	20,000	17,384	20,000
101-265.000-822.000	TRASH REMOVAL	1,000	1,094	1,600
101-265.000-853.000	TELECOMMUNICATIONS	18,500	1,462	18,500
101-265.000-920.000	ELECTRIC	35,000	30,584	35,000
101-265.000-923.000	NATURAL GAS	15,000	8,337	16,000
101-265.000-924.000	WATER AND SEWER	1,300	1,409	1,500
101-265.000-932.000	EQUIPMENT MAINTENANCE	16,000	3,990	16,000
101-265.000-933.000	BUILDING MAINTENANCE	8,000	6,701	10,000
101-265.000-935.000	GROUNDS MAINTENANCE	25,000	22,172	35,000
101-265.000-940.000	FLEET VEHICLE RENT			500
101-265.000-958.000	INSURANCE & BONDS	36,000	15,110	30,000
101-265.000-963.001	MISCELLANEOUS	2,500	2,355	5,000
101-265.000-973.000	GROUNDS IMPROVEMENTS	5,000	(501)	5,000
101-265.000-979.000	NEW FURNITURE & EQUIPMENT	2,500	8,739	2,500
Totals for dept 265.000 - TOWNSHIP HALL AND GROUNDS		253,835	160,128	271,560
Dept 371.000 - BUILDING/MECHANICAL INSPECTION				
101-371.000-717.000	HEALTH & LIFE INSURANCE		318	
Totals for dept 371.000 - BUILDING/MECHANICAL INSPECTION			318	
Dept 443.000 - WATER & SEWER				
101-443.000-717.000	HEALTH & LIFE INSURANCE		5,216	
101-443.000-853.000	TELECOMMUNICATIONS		111	
101-443.000-926.000	HYDRANT RENTAL		13,980	
Totals for dept 443.000 - WATER & SEWER			19,307	

Dept 445.000 - DRAINS

101-445.000-808.000	CONTRACTED SERVICES	30,000	24,945	40,000
Totals for dept 445.000 - DRAINS		30,000	24,945	40,000

Dept 446.000 - HIGHWAYS, STREETS & TRAILS

101-446.000-808.000	CONTRACTED SERVICES	17,000	11,633	17,000
101-446.000-920.001	DIVISION AVE	20,000	588	20,000
101-446.000-960.000	ROAD CONSTRUCTION	250,000	115,456	250,000
101-446.000-960.002	TRAIL CONSTRUCTION & MAINTENANCE	12,000	97	12,000
101-446.000-973.001	DIVISION AVE MAINTENANCE	6,000	6,210	10,000
Totals for dept 446.000 - HIGHWAYS, STREETS & TRAILS		305,000	133,984	309,000

Dept 448.000 - STREET LIGHTING

101-448.000-901.000	PUBLISHING	500		500
101-448.000-920.000	ELECTRIC	156,000	159,069	160,000
101-448.000-920.001	DIVISION AVE	5,000	68,103	5,000
101-448.000-920.002	INTERSECTION LIGHTS/INSTALL/OPER		8,797	200
Totals for dept 448.000 - STREET LIGHTING		161,500	235,969	165,700

Dept 567.000 - CEMETERY

101-567.000-702.001	SALARIES & WAGES	60,811	22,349	30,000
101-567.000-702.002	SALARY - DEPUTY/ASSISTANT		14,212	
101-567.000-715.000	SOCIAL SECURITY/MEDICARE	4,669	2,797	2,295
101-567.000-716.000	PENSION CONTRIBUTION	2,747		3,000
101-567.000-717.000	HEALTH & LIFE INSURANCE	6,497		
101-567.000-727.000	SUPPLIES	250		250
101-567.000-740.000	OPERATING SUPPLIES	2,500	2,977	3,000
101-567.000-775.000	BUILDING REPAIR & MAINTENANCE SUPPLIE	1,000		6,000
101-567.000-802.000	LEGAL SERVICES	200		200
101-567.000-803.000	ENGINEERING		7,576	3,500
101-567.000-808.000	CONTRACTED SERVICES	4,000		4,000
101-567.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	600		
101-567.000-819.000	SNOW PLOWING/REMOVAL	4,000	2,857	4,000
101-567.000-822.000	TRASH REMOVAL	600	605	600
101-567.000-920.000	ELECTRIC	1,600	903	1,600
101-567.000-932.000	EQUIPMENT MAINTENANCE	2,000	1,663	2,500

101-567.000-963.001	MISCELLANEOUS	500	5	500
101-567.000-973.000	GROUPS IMPROVEMENTS	250,000	8,123	250,000
101-567.000-979.000	NEW FURNITURE & EQUIPMENT	62,820	69,140	50,000
Totals for dept 567.000 - CEMETERY		404,794	133,207	361,445

Dept 596.000 - PUBLIC TRANSPORTATION				
101-596.000-860.000	INTERURBAN TRANSIT AUTHORITY	55,000	35,552	55,000
Totals for dept 596.000 - PUBLIC TRANSPORTATION		55,000	35,552	55,000

Dept 701.000 - PLANNING AND ZONING				
101-701.000-702.001	SALARIES & WAGES	180,100	109,584	152,000
101-701.000-702.006	SALARY - BOARDS/COMMISSIONS	8,000	6,220	9,500
101-701.000-715.000	SOCIAL SECURITY/MEDICARE	14,364	8,859	11,600
101-701.000-716.000	PENSION CONTRIBUTION	18,810	11,115	15,200
101-701.000-717.000	HEALTH & LIFE INSURANCE	60,189	30,007	51,000
101-701.000-727.000	SUPPLIES	600	48	600
101-701.000-727.001	REFERENCE MATERIALS	200		200
101-701.000-727.002	MUNICODE UPDATES	8,000	784	8,000
101-701.000-802.000	LEGAL SERVICES	20,000	11,855	20,000
101-701.000-808.000	CONTRACTED SERVICES	80,000	19,875	45,000
101-701.000-808.001	ENGINEERING CONTRACTED SERVICES		27,616	25,000
101-701.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	10,000	894	3,000
101-701.000-812.000	LUNCHES/DINNERS/MEETINGS	300	328	200
101-701.000-817.000	MILEAGE REIMBURSEMENT	500	371	750
101-701.000-831.000	SEMINARS/CONTINUING EDUCATION	4,900	1,190	3,000
101-701.000-832.000	DUES AND MEMBERSHIPS	843	240	500
101-701.000-853.000	TELECOMMUNICATIONS	900	574	900
101-701.000-900.000	PRINTING	500	195	500
101-701.000-901.000	PUBLISHING	4,000	3,451	4,000
101-701.000-963.001	MISCELLANEOUS	500	15	500
101-701.000-965.000	POSTAGE	1,000	3,521	2,000
101-701.000-979.000	NEW FURNITURE & EQUIPMENT	3,000		3,000
Totals for dept 701.000 - PLANNING AND ZONING		416,706	236,742	356,450

Dept 751.000 - PARKS AND RECREATION

101-751.000-702.006	SALARY - BOARDS/COMMISSIONS	2,300	1,360	2,500
101-751.000-715.000	SOCIAL SECURITY/MEDICARE	165	104	190
101-751.000-716.000	PENSION CONTRIBUTION	50	25	50
101-751.000-727.000	SUPPLIES	100	69	100
101-751.000-808.000	CONTRACTED SERVICES		21,787	25,000
101-751.000-812.000	LUNCHES/DINNERS/MEETINGS	500	423	600
101-751.000-880.000	COMMUNITY PROMOTIONS	4,000	1,453	5,000
101-751.000-900.000	PRINTING	600		600
101-751.000-901.000	PUBLISHING			200
101-751.000-963.001	MISCELLANEOUS	250	90	250
101-751.000-965.000	POSTAGE			100
101-751.000-973.000	GROUPS IMPROVEMENTS	5,000	635	5,000
Totals for dept 751.000 - PARKS AND RECREATION		12,965	25,946	39,590

Dept 790.000 - LIBRARY				
101-790.000-775.000	BUILDING REPAIR & MAINTENANCE SUPPLIE	500	115	500
101-790.000-805.000	EQUIPMENT RENTAL/SERVICE			200
101-790.000-808.000	CONTRACTED SERVICES	1,000	1,224	2,000
101-790.000-819.000	SNOW PLOWING/REMOVAL	7,500	6,416	7,500
101-790.000-821.000	CLEANING BUILDING	16,000	12,278	16,000
101-790.000-822.000	TRASH REMOVAL	1,000	775	1,000
101-790.000-920.000	ELECTRIC	11,000	6,767	11,000
101-790.000-923.000	NATURAL GAS	4,500	2,793	4,500
101-790.000-924.000	WATER AND SEWER	800	306	500
101-790.000-932.000	EQUIPMENT MAINTENANCE	6,000	1,966	5,000
101-790.000-933.000	BUILDING MAINTENANCE	5,000	14,382	7,000
101-790.000-935.000	GROUPS MAINTENANCE	8,000	6,309	8,500
101-790.000-958.000	INSURANCE & BONDS	3,000	3,352	4,000
101-790.000-963.001	MISCELLANEOUS	100		100
101-790.000-973.000	GROUPS IMPROVEMENTS	15,000		8,000
101-790.000-979.000	NEW FURNITURE & EQUIPMENT	3,000		4,000
Totals for dept 790.000 - LIBRARY		82,400	56,683	79,800

Dept 990.000 - TRANSFER OUT

101-990.000-995.000	TRANSFER OUT	2,135,000		2,125,000
Totals for dept 990.000 - TRANSFER OUT		2,135,000		2,125,000

TOTAL APPROPRIATIONS		5,278,691	2,278,287	5,821,363
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NET OF REVENUES/APPROPRIATIONS - FUND 101			1,236,305	
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BEGINNING FUND BALANCE		5,014,069	5,014,069	5,014,069
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ENDING FUND BALANCE		5,014,069	6,250,374	5,014,069
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Public Safety Fund

Public Safety Revenue

Revenue for public safety falls into four categories as outlined in Table 4, Public Safety Special Assessment Revenue, Transfers from the General Fund, transfers in from ARPA, and contributions from Byron Township for Cutlerville Fire operations.

Table 4

Category	Projected Revenue	Percent
SAD Revenue	\$1,225,000	28.68%
Transfer from General Fund	\$2,125,000	49.74%
Transfer from ARPA	\$340,000	7.96%
Byron Contributions	\$582,000	13.62%
Total	\$4,272,000	

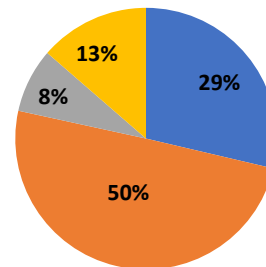
Staff recommend increasing the Public Safety Special Assessment from 0.75 mill equivalent to a 1.00 mill equivalent. This increase in the Special Assessment and the use of ARPA dollars is for two primary purposes:

1. The addition of a patrol shift, from 12:00 pm until 12:00 am, for the Kent County Sheriff's Office
2. The continued operation of two full time fire stations

General Fund revenue contributions continue to fund half of the expenses for Public Safety. The increased Special Assessment will cost the average homeowner around \$115 per year.

PUBLIC SAFETY REVENUES

■ SAD ■ GENERAL FUND ■ ARPA ■ BYRON



Public Safety Expenses

Expenses for Public Safety fall into three categories which can be seen in Table 5 on the next page.

Cutlerville Fire's budget is projected to be relatively flat with a decrease of 2.75%. With the impending termination of the Cutlerville Fire Department Intergovernmental Agreement with Byron Township, Staff has budgeted for only ongoing operational expenses for 2024.

The budget for Dutton Fire is also projected to be very much the same in 2024 with an increase of just 0.54%. Now that the department is operating on a full-time basis, many of the costs related to making that change have been completed. By keeping this budget relatively flat it will allow the Township Board to focus on the changes that will be happening with the Cutlerville Fire Department.

The Kent Co. Sheriff's Office budget will increase by about \$340,000 for 2024. Part of this increase is to absorb general cost increases at our current staffing level. The additional funds will be used to establish an additional patrol shift in the Township. This shift will operate from 12:00 pm until 12:00 am, seven days per week. The addition of

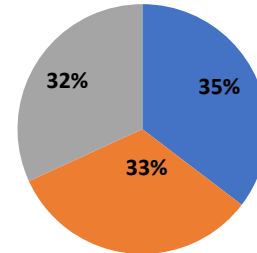
this shift will cost the Township \$360,000. By adding this shift, it allows the removal of some surge level staffing that had been budgeted for in the previous year.

Table 5

Category	Projected Expense	Percent
Cutlerville Fire/Rescue	\$1,510,496	35.36%
Dutton Fire/Rescue	\$1,401,504	32.81%
Kent Co. Sheriff's Office	\$1,360,000	31.83%
Total	\$4,272,000	

PUBLIC SAFETY EXPENSES

■ CUTLERVILLE ■ DUTTON ■ SHERIFF



Other Public Safety Highlights

The budget for Public Safety was established by using the 48/96 staffing model that had been used in 2023 as a test staffing model by both the Cutlerville and Dutton Fire Departments. By all accounts this structure seems to be working well for the firefighters and their families. As originally thought, this staffing model has had a negligible impact on full-time staffing costs. Staff anticipates presenting a request to the Township Board to approve the continuation of this model.

The accounting for overtime that was changed for the 2023 budget has been carried over to the 2024 budget. This change incorporated the use of a regular Overtime GL line along with a FLSA Overtime GL line. This has allowed staff to better monitor overtime hours that are required as part of the 48/96 staffing model which is the FLSA Overtime. This overtime can be planned and budgeted. The regular Overtime line will continue to be used for overtime hours worked beyond the 48/96 staffing model.

10/27/2023

BUDGET REPORT FOR GAINES CHARTER TOWNSHIP

Calculations as of 12/31/2023

		2023	2023	2024
GL NUMBER	DESCRIPTION	APPROVED BUDGET	ACTIVITY THRU 12/31/23	RECOMMENDED BUDGET
ESTIMATED REVENUES				
Dept 000.000				
205-000.000-452.000	PUBLIC SAFETY SAD REVENUE	821,787	821,813	1,225,000
205-000.000-613.000	BYRON TWP MANAGEMENT FEE	32,000	21,286	32,000
205-000.000-613.001	BYRON TWP REIMBURSEMENT	550,000	(10,029)	550,000
205-000.000-687.002	FIRE DEPT REVENUES/REIMBURSEMENT		10,385	
205-000.000-699.000	TRANSFER IN	2,565,000		2,465,000
Totals for dept 000.000 -		3,968,787	843,455	4,272,000
TOTAL ESTIMATED REVENUES		3,968,787	843,455	4,272,000

APPROPRIATIONS			
Dept 301.000 - LAW ENFORCEMENT			
205-301.000-820.000	KENT COUNTY SHERIFF PATROL	1,019,000	707,682
Totals for dept 301.000 - LAW ENFORCEMENT		1,019,000	707,682
			1,360,000

Dept 336.001 - CUTLERVILLE FIRE DEPARTMENT				
205-336.001-702.001	SALARIES & WAGES	45,000	17,084	47,250
205-336.001-702.002	SALARY - DEPUTY/ASSISTANT	499,794	283,720	524,800
205-336.001-702.003	FILL IN FOR FULL TIME	20,000	5,215	20,000
205-336.001-702.005	SALARIES - POC FIRE FIGHTERS	40,000	23,528	42,000
205-336.001-702.008	OFFICER STIPENDS	4,080	2,516	4,080
205-336.001-702.010	SALARY -PART TIME STAFFING	78,000	27,380	78,000
205-336.001-702.011	PAYMENT IN LIEU OF HEALTH INSU	7,280	4,941	8,000
205-336.001-702.013	OVERTIME	49,000	35,145	49,000
205-336.001-702.014	OVERTIME - FLSA	59,137	18,994	59,137
205-336.001-702.778	TRAINING PAY	20,000	3,996	20,000
205-336.001-715.000	SOCIAL SECURITY/MEDICARE	60,000	31,936	64,000
205-336.001-716.000	PENSION CONTRIBUTION	65,000	31,991	70,000
205-336.001-717.000	HEALTH & LIFE INSURANCE	129,250	61,107	142,175
205-336.001-719.000	WORKER'S COMPENSATION INSURANCE	25,000	20,368	27,500
205-336.001-727.000	SUPPLIES	10,000	2,287	7,500
205-336.001-740.000	OPERATING SUPPLIES	15,000	4,399	12,500
205-336.001-741.000	FUEL	19,000	8,885	15,000
205-336.001-775.000	BUILDING REPAIR & MAINTENANCE SUPPLIES		184	
205-336.001-776.000	UNIFORMS	12,000	1,033	6,000
205-336.001-776.001	TURN OUT GEAR	14,500	85	14,500
205-336.001-802.000	LEGAL SERVICES	1,000	6,390	10,000
205-336.001-808.000	CONTRACTED SERVICES	29,876	11,458	31,950
205-336.001-809.000	PROGRAMMING/SOFTWARE/NETWORK	29,850	22,480	30,000
205-336.001-810.001	FIRE PREVENTION EDUCATION	1,800	1,136	1,800
205-336.001-811.000	TRAINING	10,500	1,272	7,500
205-336.001-816.000	KENT COUNTY EMS ASSESSMENT	1,200	790	1,200
205-336.001-816.001	BYRON TWP ASSESSMENT	6,000	904	6,000
205-336.001-817.000	MILEAGE REIMBURSEMENT	600		600
205-336.001-819.000	SNOW PLOWING/REMOVAL	6,872	2,225	7,000
205-336.001-822.000	TRASH REMOVAL	1,400	891	1,600
205-336.001-831.000	SEMINARS/CONTINUING EDUCATION	4,500		4,500
205-336.001-832.000	DUES AND MEMBERSHIPS	300	68	300
205-336.001-835.000	PHYSICAL EXAMINATIONS	9,000	6,209	9,000

205-336.001-853.000	TELECOMMUNICATIONS	5,800	2,979	6,000
205-336.001-920.000	ELECTRIC	14,400	7,159	14,000
205-336.001-923.000	NATURAL GAS	7,700	2,141	7,700
205-336.001-924.000	WATER AND SEWER	1,000	692	1,000
205-336.001-931.000	VEHICLE MAINTENANCE	50,000	18,099	50,000
205-336.001-932.000	EQUIPMENT MAINTENANCE	11,000	1,744	11,000
205-336.001-933.000	BUILDING MAINTENANCE	5,400	5,184	10,000
205-336.001-935.000	GROUNDS MAINTENANCE	2,000	802	2,000
205-336.001-956.000	FOOD ALLOWANCE	1,500	677	1,500
205-336.001-958.000	INSURANCE & BONDS	13,000	12,293	14,000
205-336.001-963.001	MISCELLANEOUS	1,000	3,582	1,000
205-336.001-972.000	CAPITAL OUTLAY	20,000	7,069	20,000
205-336.001-973.000	GROUNDS IMPROVEMENTS	11,000		1,000
205-336.001-979.000	NEW FURNITURE & EQUIPMENT	19,550	7,980	10,000
205-336.001-998.000	CONTINGENCY	115,000		38,404
Totals for dept 336.001 - CUTLERVILLE FIRE DEPARTMENT		1,553,289	709,018	1,510,496

Dept 336.002 - DUTTON FIRE DEPARTMENT				
205-336.002-702.001	SALARIES & WAGES	45,000	33,562	47,250
205-336.002-702.002	SALARY - DEPUTY/ASSISTANT	482,000	374,378	505,000
205-336.002-702.003	FILL IN FOR FULL TIME	15,000	3,270	10,000
205-336.002-702.005	SALARIES - POC FIRE FIGHTERS	50,000	40,203	70,000
205-336.002-702.008	OFFICER STIPENDS	7,500	4,375	7,500
205-336.002-702.010	SALARY -PART TIME STAFFING		1,579	
205-336.002-702.011	PAYMENT IN LIEU OF HEALTH INSU	5,200	7,913	10,000
205-336.002-702.013	OVERTIME	20,000	7,060	20,000
205-336.002-702.014	OVERTIME - FLSA	53,708	37,298	57,500
205-336.002-702.015	ELECTRICAL/FIRE INSPECTOR	18,000	10,947	19,000
205-336.002-702.778	TRAINING PAY	20,000	11,998	30,000
205-336.002-715.000	SOCIAL SECURITY/MEDICARE	53,000	40,125	58,200
205-336.002-716.000	PENSION CONTRIBUTION	55,000	37,641	60,000
205-336.002-717.000	HEALTH & LIFE INSURANCE	84,000	93,733	121,000
205-336.002-719.000	WORKER'S COMPENSATION INSURANCE	27,000	19,645	29,700
205-336.002-727.000	SUPPLIES	9,300	2,350	9,300
205-336.002-740.000	OPERATING SUPPLIES	12,000	6,563	12,000
205-336.002-741.000	FUEL	15,000	11,244	15,000
205-336.002-775.000	BUILDING REPAIR & MAINTENANCE SUPPLIES		856	
205-336.002-776.000	UNIFORMS	13,500	6,604	6,000
205-336.002-776.001	TURN OUT GEAR	33,775	20,991	14,500
205-336.002-808.000	CONTRACTED SERVICES	24,380	9,672	26,225
205-336.002-809.000	PROGRAMMING/SOFTWARE/NETWORK	25,200	28,106	26,100
205-336.002-810.001	FIRE PREVENTION EDUCATION	2,000	1,172	2,000
205-336.002-810.002	HAZMAT ASSESSMENT	2,000	2,000	2,000
205-336.002-811.000	TRAINING	12,500	4,605	12,500
205-336.002-816.000	KENT COUNTY EMS ASSESSMENT	1,300	973	1,300
205-336.002-817.000	MILEAGE REIMBURSEMENT	600	462	600
205-336.002-819.000	SNOW PLOWING/REMOVAL	6,872	4,909	7,000
205-336.002-822.000	TRASH REMOVAL	625	510	625
205-336.002-831.000	SEMINARS/CONTINUING EDUCATION	4,500	250	4,500
205-336.002-832.000	DUES AND MEMBERSHIPS	300	300	300
205-336.002-835.000	PHYSICAL EXAMINATIONS	11,500	8,002	11,500

205-336.002-853.000	TELECOMMUNICATIONS	10,000	7,654	12,000
205-336.002-920.000	ELECTRIC	12,500	9,917	13,000
205-336.002-923.000	NATURAL GAS	9,000	5,132	10,000
205-336.002-924.000	WATER AND SEWER	500	453	500
205-336.002-931.000	VEHICLE MAINTENANCE	42,000	31,519	42,000
205-336.002-932.000	EQUIPMENT MAINTENANCE	6,700	5,580	10,000
205-336.002-933.000	BUILDING MAINTENANCE	18,700	3,463	11,000
205-336.002-935.000	GROUNDS MAINTENANCE	2,000	1,155	2,000
205-336.002-958.000	INSURANCE & BONDS	19,950	21,951	23,000
205-336.002-963.001	MISCELLANEOUS	1,000	698	1,000
205-336.002-972.000	CAPITAL OUTLAY	12,500	121,835	25,000
205-336.002-973.000	GROUNDS IMPROVEMENTS	2,000	209	2,000
205-336.002-979.000	NEW FURNITURE & EQUIPMENT	31,400	11,639	15,000
205-336.002-998.000	CONTINGENCY	115,000		38,404
Totals for dept 336.002 - DUTTON FIRE DEPARTMENT		1,394,010	1,054,501	1,401,504
TOTAL APPROPRIATIONS		3,966,299	2,471,201	4,272,000
NET OF REVENUES/APPROPRIATIONS - FUND 205		2,488	(1,627,746)	
BEGINNING FUND BALANCE				2,488
ENDING FUND BALANCE		2,488	(1,627,746)	2,488

Enterprise Funds

The Township's Enterprise Funds consist of the Water, Sewer, and Building Funds/Departments. In general, the operations for these funds are covered by fees paid by customers for business-type activities (building inspections, paying for water and sewer service). Each of these funds is approved separately as each is a standalone fund. Enterprise fund revenues can only be used within the fund in which the revenues are generated.

Water & Sewer Funds

Water and Sewer function as one Department, but the funds stand independently and must be budgeted separately. However, a review of the two funds can be done together to get a better picture of the Water/Sewer Department's activities.

Revenues in both funds are estimated to increase. Staff estimates water revenue will be up about 5.5% and sewer revenues up about 7.5% from this fiscal year to next. The team expects a water fund expense increase of about 19.5% next fiscal year, and an increase in expenses in the sewer fund of 14.5%.

The significant cost increases in the water fund as well as the sewer fund are related to increases in water and sewer fees from the City of Wyoming and depreciation expenses.

The Water and Sewer Funds budget for system depreciation to cover long-term costs in the system. These dollars are shifted into the respective fund balances for each fund and allow the Water & Sewer Department to budget for the replacement of aging infrastructure and repair and maintenance. In addition, by taking this budget step, the Township can set utility rates appropriately.

Looking at the two funds together, the Department is projected to end the year with a deficit of about \$249,000. However, individually, the sewer fund is projected to end the year in the red by about \$580,000. This can be attributed to depreciation and shouldn't be much of a concern for the reasons noted in the previous paragraph. Additionally, the Township does not budget for revenue from developers' contributions because of the difficulty in estimating this revenue. Generally, after the auditors adjust for developers' contributions at the close of the Fiscal Year, both the Water and Sewer Funds end in the black.

Building

For Fiscal Year 2024 staff is projecting an increase of almost 12% in building department revenues over current fiscal year projections. Building permit activity has remained relatively strong through 2023 and staff is expecting that to increase slightly as we head into 2024. Staff is also expecting an increase on the expense side. The increase in expenses is estimated to be around 28% due to some contractual changes related to costs for inspections.

Even with this large increase in expenses, staff is still projecting that the building department will end the year in the black with about \$34,000 more in revenue than expenses. These monies will be added to the building fund's fund balance.

Staff also recommends creating a part-time position in the Building Department to help with data input and getting more historical information into the BS&A modules. Getting this information input sooner will create a lot of efficiencies for inter-related departments and they work through processes. It will allow users to look information up on their computer and not have to track down the paper file. Staff has budgeted \$25,000 for this position for the first year. Staff will re-evaluate this position at the end of the first year to make sure that it is working as planned.

10/27/2023

BUDGET REPORT FOR GAINES CHARTER TOWNSHIP

Calculations as of 12/31/2023

		2023	2023	2024
GL NUMBER	DESCRIPTION	APPROVED BUDGET	ACTIVITY THRU 12/31/23	RECOMMENDED BUDGET
ESTIMATED REVENUES				
Dept 537.000 - WATER				
591-537.000-496.000	CONNECTION INSPECTION PERMITS	10,000	6,425	10,000
591-537.000-614.000	ANNUAL HYDRANT FEES	13,600	13,980	14,000
591-537.000-628.000	TRUNKAGE FEES	100,000	101,518	140,000
591-537.000-630.000	AVAILABILITY/SERVICES	55,000	6,552	55,000
591-537.000-631.000	FIRE PROTECTION SERVICE	29,000	26,176	31,000
591-537.000-632.000	CAPITAL METER FEES	100,000	82,273	110,000
591-537.000-633.000	USAGE SERVICE CHARGES	2,100,000	1,776,353	2,100,000
591-537.000-633.001	READY TO SERVE CHARGES	645,000	415,834	645,000
591-537.000-633.004	IRRIGATION	220,000	210,687	250,000
591-537.000-633.006	RES CONSTRUCTION WATER USE FEE	2,000	1,175	2,500
591-537.000-635.000	MISCELLANEOUS FEES	1,000	955	1,000
591-537.000-658.000	PENALTIES	28,000	26,648	40,000
591-537.000-658.002	ASSESSMENT PENALTIES	100	15	100
591-537.000-665.005	INTEREST ON ASSESSMENTS-TRKG	4,500	3,881	4,500
591-537.000-665.006	INTEREST ON INVESTMENTS-OPER	10,000	36,469	50,000
591-537.000-665.009	INTEREST ON INVESTMENTS-TRKG	15,000	64,117	70,000
591-537.000-675.000	SPECIAL ASSESSMENT REVENUE	20,000	8,804	20,000
Totals for dept 537.000 - WATER		3,353,200	2,781,862	3,543,100
TOTAL ESTIMATED REVENUES		3,353,200	2,781,862	3,543,100

APPROPRIATIONS

Dept 530.000 - W/S - WAGES

591-530.000-702.001	SALARIES & WAGES	66,320	46,963	70,000
591-530.000-715.000	SOCIAL SECURITY/MEDICARE	5,100	3,592	5,355
591-530.000-716.000	PENSION CONTRIBUTION	6,354	4,681	7,000
591-530.000-717.000	HEALTH & LIFE INSURANCE	11,414	937	11,000
Totals for dept 530.000 - W/S - WAGES		89,188	56,173	93,355
Dept 537.000 - WATER				
591-537.000-727.000	SUPPLIES	250	68	250
591-537.000-802.000	LEGAL SERVICES	500		500
591-537.000-803.000	CONTRACT ENGINEERING	25,000	29,302	30,000
591-537.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	3,600	3,207	3,600
591-537.000-817.000	MILEAGE REIMBURSEMENT	100	23	100
591-537.000-830.000	BYRON/GAINES UTILITY AUTHORITY	400,000	369,023	450,000
591-537.000-830.001	CAPITAL METER EXPENSE	125,000	87,883	125,000
591-537.000-830.CAP	AUTHORITY CAPITAL EXPENSES	61,250	17,509	61,000
591-537.000-853.000	TELECOMMUNICATIONS	175		175
591-537.000-900.000	PRINTING	150	25	150
591-537.000-904.000	WATER QUALITY REPORT	2,500	1,939	2,500
591-537.000-905.000	WATER & SEWER BILL OUTSOURCING	7,250	8,057	14,000
591-537.000-922.000	WYOMING USAGE BILL	1,095,000	1,064,460	1,550,000
591-537.000-934.000	SENSUS MAINTENANCE	3,500	3,000	3,500
591-537.000-962.000	INTERFUND REIMB WITH GEN	24,000	12,269	26,000
591-537.000-965.000	POSTAGE	500	667	1,100
591-537.000-968.000	DEPRECIATION	850,000		850,000
591-537.000-979.000	NEW FURNITURE & EQUIPMENT	500	816	500
Totals for dept 537.000 - WATER		2,599,275	1,598,248	3,118,375
TOTAL APPROPRIATIONS		2,688,463	1,654,421	3,211,730
NET OF REVENUES/APPROPRIATIONS - FUND 591		664,737	1,127,441	331,370
BEGINNING FUND BALANCE		37,885,428	37,885,428	38,550,165
ENDING FUND BALANCE		38,550,165	39,012,869	38,881,535

10/27/2023

BUDGET REPORT FOR GAINES CHARTER TOWNSHIP

Calculations as of 12/31/2023

		2023	2023	2024
GL NUMBER	DESCRIPTION	APPROVED BUDGET	ACTIVITY THRU 12/31/23	RECOMMENDED BUDGET
ESTIMATED REVENUES				
Dept 536.000 - SEWER				
590-536.000-496.000	CONNECTION INSPECTION PERMITS	8,500	3,450	8,500
590-536.000-628.000	TRUNKAGE FEES	130,000	141,767	150,000
590-536.000-629.000	AVAILABILITY/LATERALS	30,000	58,872	75,000
590-536.000-633.000	USAGE SERVICE CHARGES	2,150,000	1,780,261	2,150,000
590-536.000-633.001	READY TO SERVE CHARGES	545,000	329,848	545,000
590-536.000-635.000	MISCELLANEOUS FEES	200	200	200
590-536.000-658.000	PENALTIES	24,000	22,180	35,000
590-536.000-665.005	INTEREST ON ASSESSMENTS-TRKG	6,500	7,629	6,500
590-536.000-665.006	INTEREST ON INVESTMENTS-OPER	5,500	62,302	35,000
590-536.000-665.009	INTEREST ON INVESTMENTS-TRKG	30,000	142,764	150,000
590-536.000-675.000	SPECIAL ASSESSMENT REVENUE	40,000	(7,697)	40,000
590-536.000-678.000	MISC REVENUE		46,808	
Totals for dept 536.000 - SEWER		2,969,700	2,588,384	3,195,200
TOTAL ESTIMATED REVENUES		2,969,700	2,588,384	3,195,200

APPROPRIATIONS

Dept 530.000 - W/S - WAGES

590-530.000-702.001	SALARIES & WAGES	66,320	46,965	70,000
590-530.000-715.000	SOCIAL SECURITY/MEDICARE	5,100	3,593	5,355
590-530.000-716.000	PENSION CONTRIBUTION	6,631	4,681	7,000
590-530.000-717.000	HEALTH & LIFE INSURANCE	11,414	938	11,000
Totals for dept 530.000 - W/S - WAGES		89,465	56,177	93,355

Dept 536.000 - SEWER

590-536.000-727.000	SUPPLIES	250	68	250
590-536.000-802.000	LEGAL SERVICES	500		500
590-536.000-803.000	CONTRACT ENGINEERING	25,000	25,180	25,000
590-536.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	3,600	3,207	3,600
590-536.000-817.000	MILEAGE REIMBURSEMENT	100	23	100
590-536.000-830.000	BYRON/GAINES UTILITY AUTHORITY	310,000	364,328	450,000
590-536.000-830.CAP	AUTHORITY CAPITAL EXPENSES	61,250	17,509	61,000
590-536.000-853.000	TELECOMMUNICATIONS	175		175
590-536.000-900.000	PRINTING	150	25	150
590-536.000-905.000	WATER & SEWER BILL OUTSOURCING	7,250	8,057	14,000
590-536.000-921.000	CITY OF G.R.MONTHLY SEWER USAGE	130,000	116,539	160,000
590-536.000-922.001	WYOMING SEWER USAGE-CAP & COMM	1,500,000	1,136,260	1,800,000
590-536.000-962.000	INTERFUND REIMB WITH GEN	24,000	12,269	26,000
590-536.000-965.000	POSTAGE	500	667	1,100
590-536.000-968.000	DEPRECIATION	1,110,000		1,110,000
590-536.000-968.001	LOSS ON ABANDONMENT	30,000		30,000
590-536.000-979.000	NEW FURNITURE & EQUIPMENT	500	816	500
Totals for dept 536.000 - SEWER		3,203,275	1,684,948	3,682,375

TOTAL APPROPRIATIONS

3,292,740 1,741,125 3,775,730

NET OF REVENUES/APPROPRIATIONS - FUND 590

(323,040) 847,259 (580,530)

BEGINNING FUND BALANCE

47,407,385 47,407,385 47,084,345

ENDING FUND BALANCE

47,084,345 48,254,644 46,503,815

10/27/2023

BUDGET REPORT FOR GAINES CHARTER TOWNSHIP

Calculations as of 12/31/2023

		2023	2023	2024
		APPROVED	ACTIVITY	RECOMMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 12/31/23	BUDGET
ESTIMATED REVENUES				
Dept 000.000				
549-000.000-490.000	BUILDING PERMITS	300,000	353,945	300,000
549-000.000-491.000	MECHANICAL PERMITS	109,745	102,428	140,000
549-000.000-492.000	PLUMBING PERMITS	60,000	51,157	75,000
549-000.000-493.000	ELECTRICAL PERMITS	80,000	74,454	100,000
549-000.000-494.000	REGISTRATIONS FROM BLDG DEPT	1,500	240	1,500
Totals for dept 000.000 -		551,245	582,224	616,500
TOTAL ESTIMATED REVENUES		551,245	582,224	616,500

APPROPRIATIONS				
Dept 371.000 - BUILDING/MECHANICAL INSPECTION				
549-371.000-702.001	SALARIES & WAGES	197,091	116,227	205,000
549-371.000-702.004	CLERICAL SUPPORT		1,194	
549-371.000-702.015	ELECTRICAL/FIRE INSPECTOR		10,752	19,000
549-371.000-715.000	SOCIAL SECURITY/MEDICARE	14,663	9,452	20,100
549-371.000-716.000	PENSION CONTRIBUTION	17,506	10,298	24,400
549-371.000-717.000	HEALTH & LIFE INSURANCE	60,000	36,891	60,000
549-371.000-727.000	SUPPLIES	2,500	733	4,000
549-371.000-776.000	UNIFORMS			200
549-371.000-801.000	ACCOUNTING SERVICES/AUDIT	1,200	47	1,200
549-371.000-805.000	EQUIPMENT RENTAL/SERVICE	2,200	33	1,000
549-371.000-807.008	RENT	11,000	5,338	11,000
549-371.000-808.000	CONTRACTED SERVICES	100,000	60,442	192,000
549-371.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	6,000	5,635	6,000
549-371.000-812.000	LUNCHES/DINNERS/MEETINGS	200	30	200
549-371.000-817.000	MILEAGE REIMBURSEMENT	6,200	3,257	6,200
549-371.000-819.000	SNOW PLOWING/REMOVAL	1,100	458	1,100
549-371.000-821.000	CLEANING BUILDING	1,100	571	1,100
549-371.000-822.000	TRASH REMOVAL	70	34	70
549-371.000-831.000	SEMINARS/CONTINUING EDUCATION	5,200	1,347	3,000
549-371.000-832.000	DUES AND MEMBERSHIPS	9,200	4,860	9,500
549-371.000-853.000	TELECOMMUNICATIONS	2,700	1,498	2,700
549-371.000-900.000	PRINTING	500	334	600
549-371.000-920.000	ELECTRIC	3,400	1,705	3,600
549-371.000-923.000	NATURAL GAS	900	450	1,000
549-371.000-924.000	WATER AND SEWER	120	24	120
549-371.000-932.000	EQUIPMENT MAINTENANCE	1,300	1,224	1,300
549-371.000-933.000	BUILDING MAINTENANCE	600	304	700
549-371.000-935.000	GROUNDS MAINTENANCE	1,800	856	1,800
549-371.000-958.000	INSURANCE & BONDS	350	324	350
549-371.000-963.001	MISCELLANEOUS	1,000		1,000
549-371.000-964.000	TAX/PERMIT FEES REFUND	500		500

549-371.000-965.000	POSTAGE	200	408	500
549-371.000-979.000	NEW FURNITURE & EQUIPMENT	6,500	6,223	3,000
Totals for dept 371.000 - BUILDING/MECHANICAL INSPECTION		455,100	280,949	582,240
TOTAL APPROPRIATIONS		455,100	280,949	582,240
NET OF REVENUES/APPROPRIATIONS - FUND 549		96,145	301,275	34,260
BEGINNING FUND BALANCE		1,778,327	1,778,327	1,874,472
ENDING FUND BALANCE		1,874,472	2,079,602	1,908,732

American Rescue Plan Act (ARPA) Fund

ARPA fund expenses, and projections, may be found on page 35. In early 2022 the Township Board voted to receive all APRA funds as revenue loss. This allows for the funds to be used for any standard government operation expense.

This fiscal year staff recommends using \$340,000 of these dollars for public safety. There are also some funds that were previously allocated by the Township Board for sidewalk projects. A portion of those funds will be used in 2024, along with a Community Development Block Grant (CDBG), to add a sidewalk to the east side of Hanna Lake Ave south of 68th Street. The remainder of these allocated funds will be used when their related project is ready to be built.

The proposed ARPA budget on page 35 has a multiyear view of these funds. All ARPA dollars will need to be spent by December 31, 2026.

American Rescue Plan Act (ARPA) Funds (Township Fund 285)

Notes

GCT ARPA Allocation \$ 2,873,651

Previously Allocated

Dutton Engine 67 Replacement (Dec. 2021 board action)	\$	(250,000)	Board action Dec. 2021 to fund replacement of Dutton Engine 67 (also used unallocated fund balance dollars & DFD equipment funds)
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Current Balance \$ 2,623,651

2023 Recommended Allocations

Public Safety Operations	\$	(440,000)	Allows for slower phase in of SAD
Additional Road Repairs	\$	(75,000)	This was recommended by the KCRC to finish up the Crystal Springs area.
Township Office Outdoor Furniture	\$	(8,064)	This furniture was added outside the Community Room on the lower level of the Township Office

Projected End FY 2023 Balance \$ 2,100,587

2024 Recommended Allocations

Public Safety Operations	\$	(340,000)	Allows for slower phase in of SAD
Hanna Lake Sidewalk	\$	(193,815)	Follows board direction to focus on safety, serving individuals who have mobility challenges, & schools
84th Sidewalk	\$	(170,880)	Follows board direction to complete connectors to parks/rec activities (this connection will allow for safe walking options from Brewer Park to PWP)

Projected End FY 2024 Balance \$ 1,395,892 **All ARPA Funds must be obligated by Dec. 31, 2024**

2025 Recommended Allocations

Public Safety Operations	\$	(190,000)	Allow for slower phase in of SAD
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Projected End FY 2025 Balance \$ 1,205,892

2026 Recommended Allocations

FY 2026 Allocations	allocations to be determined		
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Projected End FY 2026 Balance \$ 1,205,892 **All ARPA Funds MUST be spent by Dec. 31, 2026**

FY 2024 Discretionary Project List

Projects on this list have not been built into the budget and can be added at the Township Board's discretion. If these projects are included, they would be paid for out of revenue received in previous years (reserve funds) and/or with other one-time or limited use funds like ARPA.

Project	Cost	Possible Fund
Township Hall Parking Lot	\$150,000	General Fund Reserves

Project Notes: The parking lot at the Township Hall is in desperate need of repair. There has been a lot of patching done over the past several years, but the time has come to re-surface the whole thing.

Project	Cost	Possible Fund
Bridge and Trail Maintenance	\$300,000	General Fund Reserves

Project Notes: Many of the bridges along the walking trails in the Township need repair. The Township Engineer has recommended replacing as many of the bridges as possible with culverts. This could be a difficult process to accomplish with the State, but it would be the best long-term solution.

Project	Cost	Possible Fund
Township Logo Redesign/rebrand	\$12,500	General Fund Reserves

Project Notes: There is a desire among staff to redesign the Township's logo. We think we'd ask for RFPs on a redesign from local design companies.

Project	Cost	Possible Fund
Township Hall Carpet Replacement	\$100,000	General Fund Reserves

Project Notes: The carpeting in the Township Hall is quite worn. This is an item that should be considered but could easily be pushed to 2025.

Project	Cost	Possible Fund
Blain Cemetery Columbarium	\$15,000	General Fund Reserves

Project Notes: As part of the expansion at the Blain Cemetery, an area was added for future columbaria. This type of burial is growing in popularity, and it will help to prolong the useful life of the cemetery.

Project	Cost	Possible Fund
Additional Contributions to Fire Equipment Funds	\$150,000	GF Fund Balance or ARPA

Project Notes: The current recommended contribution to both the Dutton and Cutlerville Equipment Funds for FY 2024 is \$38,404 (total of \$76,808). Because of the increasing costs of fire equipment, it is recommended that the board consider adding an additional \$75,000 to each FD's equipment fund from the General Fund's Unassigned Fund Balance (total recommendation of \$150,000). This would increase the contributions to each fund for FY 2024 to \$113,404.

Capital Improvement List - 2024

Fund	Department	Project	Projected FY	Estimated Cost	Notes	Status
101 (General)	Cemetery	Dutton driveway extension	2024	\$ 100,000	With the Blain Cemetery expansion completed in 2023, the Township should now switch its focus to expanding the drive at the Dutton Cemetery.	Budgeted
101 (General)	Cemetery	Cemetery Tools	2024	\$ 50,000	This would include all tools necessary for the upkeep and maintenance of the cemetery.	Budgeted
101 (General)	Cemetery	Blain water expansion	2024	\$ 15,000	This is to allow staff to access water through the cemetery related to upkeep. (staff is recommending that perhaps we look at adding inground sprinkling rather than nozzle access)	Under consideration
101 (General)	Parks	Bridge and Trail Maintenance	2024	\$ 300,000	Many of the bridges along the walking trails in the Township need repair. The Township Engineer has recommended replacing as many of the bridges as possible with culverts	Discretionary Project List
101 (General)	Cemetery	Blain Columbarium (48 slots)	2024	\$ 15,000	This would be a new cemetery offering that would allow for more efficient use of space and accommodate growing requests for interment of cremated remains. The recommendation would be to start with one columbarium and add additional as needed	Discretionary Project List
101 (General)	Township Hall & Grounds	Township Hall Parking Lot	2024	\$ 150,000	The parking lot at the Township Hall is in desperate need of repair. There has been a lot of patching done over the past several years, but the time has come to re-surface the whole thing.	Discretionary Project List
101 (General)	Township Hall & Grounds	Township Hall Office Carpet Replacement	2025	\$ 100,000	The carpeting in the Township Hall is quite worn. This is an item that should be considered but could easily be pushed to 2025.	Discretionary Project List
101 (General)	Parks	Rehab of Trails in PWP	2030	\$ 741,904	There are 5,210 linear feet of trail in PWP. With 10' wide trails, that equals 52,100 sf of trails to be maintained. \$14.24/sf is current average for sidewalks (Trails in PWP are about 10' wide. Sidewalks along road are about 8')	On list for information purposes. It's estimated trails would not have to be replaced until 2030 or later.
101 (General)	Highways Streets & Trails	Replacement of Sidewalks Aalong 84th & Kalamazoo	TBD	\$ 270,560	The Township has 1,900 linear feet of sidewalks along 84th from the Township Hall driveway (sidewalk to the west is included in PWP totals) east to Kalamazoo and then South on Kalamazoo to the PWP entrance. With 10' wide sidewalks (this is a high estimate incase the TWP wants to expand the width of sidewalks from 8 to 10 feet), this equals 19,000 sf of sidewalk to be maintained \$14.24/sf is current average for sidewalks.	On list for information purposes. It's estimated trails would not have to be replaced until 2030 or later.
101 (General)	Township Hall & Grounds	Replacement of sidewalks/paths on Township Hall Grounds	TBD	\$ 549,664	There are 3,860 feet of sidewalk on Township Hall Grounds. This includes the sidewalk on the SW side of the parking lot between the two drives out to 84th and Kalamazoo. With 10' sidewalks (current sidewalks are 8' - this is a high estimate incase the TWP wants to widen the sidewalks), this equals 38,600 sf of sidewalk to be maintained. \$14.24/sf is current average for sidewalks.	On list for information purposes. It's estimated trails would not have to be replaced until 2030 or later.

Capital Improvement List - 2024

Fund	Department	Project	Projected FY	Estimated Cost	Notes	Status
101 (General)	Highways, Streets & Trails	Cooks/Brewer Park Trail	TBD	\$ 924,176	There 6,490 feet of sidewalk on from the Brewer Park north parking lot through Cook's Crossing (Township has the responsibility for the majority of this trail). Estimating trail width of 10'. This equals 64,900 sf of trail that will need to be replaced (estimate is done in concrete, current trail is done in asphalt). \$14.24/sf is current average for concrete sidewalk/trail.	On list for information purposes. It's estimated trails would not have to be replaced until 2030 or later.
205 (Public Safety)	Cutlerville FD	Platform 37	2025	\$ 1,715,000	Delivery and payment in 2025.	Ordered
205 (Public Safety)	Dutton FD	Car 60	2024	\$ 65,000	Old car 60 (currently driven by chief) will move to fire inspections. New vehicle will be for the chief.	Cost Estimated
205 (Public Safety)	Dutton FD	Off Road Brush & UTV	2024	\$ 150,000	Replacement for current brush truck. If the township looks to expand parks/trails this is needed equipment to service emergencies in those areas.	Cost Estimated
205 (Public Safety)	Cutlerville FD	Medic 38	2025	\$ 68,000	Currently driven by Deputy Chief	Planned/Cost Estimated
205 (Public Safety)	Cutlerville FD	Pickup Truck (replacement for Rescue 39)	2026	\$ 175,000	Replacement for Rescue 39 if needed.	Planned/Cost Estimated
205 (Public Safety)	Dutton FD	Tender 68	2025	\$ 1,000,000	If ordered in 2025, current expected delivery would be 2028	Planned/Cost Estimated
205 (Public Safety)	Dutton FD	Engine 69	2029	\$ 1,200,000	This number is factored for inflation, but should be checked in 2026.	Planned/Cost Estimated
205 (Public Safety)	Cutlerville FD	Engine 36	2030	\$ 1,200,000	This number is factored for inflation, but should be checked in 2026.	Planned/Cost Estimated
205 (Public Safety)	Cutlerville FD	SCBA	2032	\$ 200,000	Replacement of 24 SCBA harnesses and cylinders, plus 3 RIC packs as end of life replacement. The Township may request an AFG Grant for these items.	Planned/Cost Estimated

Capital Improvement List Future Assets FY 2024

Fund	Department	Project	Projected FY	Estimated Cost	Notes	Status	Reason for Selected Fund
ARPA	Highways, Streets & Trails	Sidewalk Install Hanna Lake Rd.	2024	\$193,815	From Dutton Christian Elementary & Glencreek north to 68th Ave. 2,755 total linear feet (this is the total for both sides of Hanna Lake). 5' wide sidewalks to be installed for a total of 13,755 sq ft. (estimated cost of \$14.07/sf)	CDBG Grant for the east side of Hanna Lake. This should cover 1/2 of construction costs.	TWP has received a large number of request for sidewalks in this area to connect the elementary school to the middle school.
ARPA	Highways, Streets & Trails	84th St. Sidewalk Connector	2025	\$170,880	from BGUA sidewalk west to Cooks Crossing Sidewalk along 84th Street. 1,200 feet of sidewalk at 10' wide to be installed for a total of 12,000 sq ft. (estimate costs of \$14.24/sf)	Tentatively budgeted. Project needs to be engineered.	TWP saw a large increase in outdoor rec usage during pandemic. Using these dollars to enhance outdoor rec options/connectivity in the Township
TBD	Parks	Panic shelters PWP	2025		Request from the Parks Committee to enhance the visitor experience at the park	Costs need to be estimated by engineer.	
TBD	Parks	Bathrooms PWP	TBD		Request from the Parks Committee to enhance the visitor experience at the park	Costs need to be estimated by engineer.	

Staff Recommended Sidewalk Priority List for Review with FY 2024 Budget

Staff Recommended Priority	Project	Linear Feet	width	Sq Ft	Est. Cost Per SF	Estimated Cost	Notes	Planned
1	Hanna Lk. From Dutton Christian & Glencreek to 68th	2,755	5	13,775	\$ 14.07	\$ 193,814	The sidewalk on the east side of Hanna Lake will be constructed in 2024 using a CDBG Grant.	FY 2024
2	84th Street Connection BGUA sidewalk with Cook's	1,200	8	9,600	\$ 14.24	\$ 136,704	Finishes a connection between two large parks in the Township, Brewer Park and PWP	FY 2025
3	Kalamazoo (west side) South Christian to 84th	1,600	5	8,000	\$ 14.24	\$ 113,920	Multiple requests over the years to complete this section of sidewalk. It's also a safe routes to school area	TBD
4	66th (south side) College Ave. to Paris	470	5	2,350	\$ 17.55	\$ 41,243	Consider moving this up the priority list. This is a one block long project that will connect Summer Shores to Southwood Elementary	TBD
5	Eastern Ave. (west side) 68th to 76th Street	5,280	5	26,400	\$ 14.24	\$ 375,936	Connects an area of the Township not served by any sidewalks. Allows for navigation to the Library once up to 68th and allows for continued access to the Fred Meijer Trail north of 68th.	TBD
6	Kalamazoo (east side) South Park to 84th	1,940	5	9,700	\$ 14.24	\$ 138,128	connects a neighborhood to PWP and serves as a possible future connection from PWP to the NE portion of the Township	TBD
7	Eastern Ave. (east side) 68th to 76th Street	5,280	5	26,400	\$ 14.24	\$ 375,936	Connects an area of the Township not served by any sidewalks. Allows for navigation to the Library once up to 68th and allows for continued access to the Fred Meijer Trail north of 68th.	TBD
8	Eastern Ave. (east side) 76th South to Cook's Crossing	1,740	5	8,700	\$ 14.24	\$ 123,888	This is a sectional connector project as several properties in this area already have sidewalks. This will connect community members north of 76th to Brewer and PWP. This will also complete the east side of Eastern from 76th to 84th.	TBD
9	Finish Kalamazoo (Both sides) 68th to 76th	5,760	5	28,800	\$ 14.24	\$ 410,112	This is a sectional connector project as several properties in the area already have sidewalks. This will connect community members along Kalamazoo to PWP	TBD

Staff Recommended Sidewalk Priority List for Review with FY 2024 Budget

Staff Recommended Priority	Project	Linear Feet	width	Sq Ft	Est. Cost Per SF	Estimated Cost	Notes	Planned
10	Hanna Lake Ave. (east side) from Wing to 60th Street	2,100	5	10,500	\$ 14.29	\$ 150,045	This will serve a connector to Paris Park Nature Reserve in Kentwood and connects to existing sidewalk on Hanna Lake	TBD
11	68th Street (south side) Dutton Ind. Dr. to East Paris	1,850	5	9,250	\$ 14.19	\$ 131,258	This is a sectional connector project as several properties in the area already have sidewalks	TBD
12	68th Street (south side) East Paris to Rapids Dr.	3,000	10	30,000	\$ 14.24	\$ 427,200	This is a sectional connector project as several properties in the area already have sidewalks	TBD
Total Projected sidewalk costs (2022 Prices)						\$ 2,618,183		

Sidewalk priority list is a staff recommendation based on board sidewalk priorities noted in footer.
This is intended as a reference tool only until projects are budgeted into a fiscal year.

Gaines Charter Township Fund Balances

	Total Balance Jan. 1, 2023*	Funds Already Earmarked	GF Projected Net Change FY 2023	Estimated Unassigned Fund Balance Dec. 31, 2023	Projected Net Change FY 2024	Projected Unassigned Fund Balance Dec. 31, 2024	Fund Balance %
Unrestricted General Fund	\$ 4,826,822	\$ (574,800)	\$ (71,048)	\$ 4,180,974	\$ (72,905)	\$ 4,108,069	87%
Cutlerville Equipment Fund (within GF)		\$ 400,000					
Dutton Equipment Fund (within GF)		\$ -					
Library CAP Fund		\$ 15,000					
Prairie Wolf Park CAP Fund		\$ 90,000					
Cemetery CAP Fund		\$ 10,000					
Township Hall and Grounds CAP Fund		\$ 59,800					
Sewer Fund Balance	\$ 14,521,068		\$ (320,039)	\$ 14,201,029	\$ (580,180)	\$ 13,620,849	
Water Fund Balance	\$ 9,365,824		\$ 667,461	\$ 10,033,285	\$ 331,370	\$ 10,364,655	
Building Fund Balance	\$ 1,778,327		\$ 97,042	\$ 1,875,369	\$ 34,260	\$ 1,909,629	

*The GF unrestricted fund balance number is found on page 5 of the 2022 audit. Earmarked funds are included in this total. For transparency on these funds, and for future reference, earmarked dollars will be noted separately from and not counted toward, the total unrestricted fund balance percent.

	a 60% fund balance	a 50% fund balance	a 40% fund balance
3 year average of GF expenses \$ 4,714,224.33	\$ 2,828,534.60	\$ 2,357,112.17	\$ 1,885,689.73



MEMO

Staff Communication-Action Required

DATE: November 3, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: Township Health Insurance

SUMMARY OF TOPIC:

The Township health insurance policy is currently set for a June 1 renewal. The deductibles for that policy are tied to the calendar year. The fact that they don't align makes it very difficult to look at making changes to insurance programs as changes could make the deductibles reset.

Staff did some investigation to see if it would make sense based on rates to switch mid-year to a January 1 policy start date. Burnham & Flower, the current provider for the Township health insurance was quoting an 8% cost increase that included an increase to deductibles for employees. There was also a slight increase in the deductibles with our last renewal.

The Personnel Committee reviewed several different options that were gathered by Staff for possible alternatives. The Committee has recommended to the Township Board to switch to the West Michigan Health Insurance Pool (Pool). The Pool is a local insurance group that is only available to Non-profits, School Districts, and Municipalities. The Pool has quoted a decrease in the current premium being paid of 9.88%. This quote was based on the current health insurance benefits offered by the Township through Blue Cross Blue Shield. So, there would be no changes for Township Staff. Gallagher Insurance, who administers the Pool, would also then become the Agent of Record for the Township's dental and vision insurance.

BUDGET ACTION REQUIRED: NONE

STAFF RECOMMENDATION:

Staff agrees with the recommendation from the Personnel Committee to move the Township health insurance from Burnham & Flower to the West Michigan Health Insurance Pool.

Gaines Township

Package Code	Code	Model 59/60
Vendor	BCBS - SB HDHP	POOL
Plan Name	ACTIVES	Need to create
Plan Type	See BAAG for verification	ALTERNATIVE
Plan Highlights	In-Network	In-Network
Individual Deductible	\$3,000	\$3,000
Family Deductible	\$6,000	\$6,000
Coinsurance (Insurance Pays)	100%	100%
Individual Out of Pocket Max	\$6,000	\$4,000
Family Out of Pocket Max	\$12,000	\$8,000
Covered Benefits		
Preventative Care	Covered 100%	Covered 100%
Primary Care Physician Office Visit	100% after Ded	Covered 100%
Specialist Office Visit	100% after Ded	Covered 100%
Urgent Care Visit	100% after Ded	Covered 100%
Emergency Room	100% after Ded	Covered 100%
Prescription Drugs		
Generic	\$15	\$10
Preferred Brand	\$60	\$40
Non-Preferred Brand	\$100/20%/25%	\$80
Mail Order Prescriptions (90 Days)	2x copay	2x copay
Monthly Premiums	Current Renewal	Alternative
Employee	Member Level Rates	\$582.15
EE+ 1		\$1,309.83
Family		\$1,630.00
Enrollment		
Employee	8	
EE+ 1	3	
Family	9	
Total		
Estimated Monthly	\$25,806	\$23,257
Estimated Yearly	\$309,671	\$279,080.97
Estimated Yearly Change \$	\$309,671	(\$30,590)
Estimated Yearly Change %		-9.88%

**TOWNSHIP BOARD OF
GAINES CHARTER TOWNSHIP
(the “Public Entity”)
RESOLUTION No. 2023-__**

**RESOLUTION AUTHORIZING PUBLIC ENTITY MEMBERSHIP
IN THE WEST MICHIGAN HEALTH INSURANCE POOL (“WMHIP”) FOR A MINIMUM
THREE-YEAR PERIOD**

PREMISES

A. The Western Michigan Health Insurance Pool (“WMHIP”) is a Public Employer Pooled Plan (“PEPP”) that provides pooled self-funded health insurance coverage, as authorized by the Public Employees Health Benefit Act, Act 106 of 2007.

B. WMHIP has received from the Michigan Department of Insurance and Financial Services (“DIFS”) a certificate of registration authorizing establishment of the PEPP.

C. The Board has had opportunity to consider the obligations of the Public Entity to WMHIP and PEPP plans, and services available to the Public Entity by WMHIP, and has carefully reviewed the WMHIP Amended Trust Agreement and Bylaws.

D. The Board desires to authorize membership of the Public Entity in the WMHIP for a minimum period of three years.

NOW, THEREFORE, the Board of the Public Entity hereby resolves:

1. The Board approves the WMHIP Amended Trust Agreement and bylaws, and accepts WMHIP provision of Public Entity self-funded, pooled health insurance coverage under the PEPP plan.

2. The Superintendent, Manager, or CFO of the Public Entity or, with their approval, the person appointed by the Board as WMHIP Trustee or Alternate Trustee, is hereby authorized to

execute all documents necessary for the Public Entity to become a Member in the WMHIP PEPP plan.

3. The Board hereby confirms its appointment of the following persons to serve as Trustees of Gaines Charter Township. When the Township Manager is not available, the Township Clerk shall fill the position:

Roderick J. Weersing, Township Manager

Trustee

-or-

Michael Alex Brew, Clerk

Alternate Trustee

As required by law, neither the Trustee nor the Alternate Trustee is an owner, officer, or employee of any third-party administrator or any other third-party providing services to WMHIP. The Trustee and Alternate Trustee shall serve until replaced by action of the Board. Once appointments are made known to the WMHIP, the persons appointed shall remain in office until the WMHIP receives evidence of appointment of other persons. Evidence of proper appointment of the Trustee and Alternate Trustee shall be a certified copy of the resolution passed by the Board, indicating the names of the designated Trustee and/or Alternate Trustee. Failure of the Public Entity to designate a Trustee, or the failure of that Trustee to participate with the Board of Trustees, shall not affect the responsibilities or duties of the Public Entity under the Amended Trust Agreement.

4. The Public Entity shall continue participation in the WMHIP for a minimum of three full years under its PEPP plan.

5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution be and the same are hereby rescinded.

CERTIFICATE

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Trustees of Gaines Charter Township, Public Entity, Kent County, State of Michigan, at a Township Board meeting held on November 13, 2023, and that this meeting was conducted and public notice of this meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of this meeting were kept and will be or have been made available as required by this Act.

I further certify that the following Members were:

PRESENT: _____

ABSENT: _____

I further certify that the foregoing resolution was moved by Member _____
and seconded by Member _____.

I further certify that the following Members voted:

AYES: _____

NAYS: _____

ABSTAINED: _____

Michael A. Brew, Clerk



MEMO

Staff Communication-Action Required

DATE: November 3, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: HSA Contribution Policy

SUMMARY OF TOPIC:

The current policy for Health Savings Account (HSA) contributions has them being deposited with the first payroll of March, June, September, and December. The deductibles for the health plan follow the calendar year. This means that the December contribution, and in some cases the September contribution, are being deposited after employees have met their deductibles.

The Personnel Committee has recommended a change to that policy. The recommendation is to have the first half of the employees' HSA contribution be deposited with the first paycheck in January, and the second half be deposited with the first paycheck in July. The thought is that this format will give employees access to their contributions on a timelier basis, while mitigating some of the risk of employees leaving mid-year.

BUDGET ACTION REQUIRED: NONE

STAFF RECOMMENDATION:

Staff agrees with the Personnel Committee recommendation to change the HSA contribution schedule to the first half of the contribution being deposited with the first paycheck in January, and the second half of the contribution being deposited with the first paycheck in July.



MEMO

Staff Communication

DATE: November 13th, 2023

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director

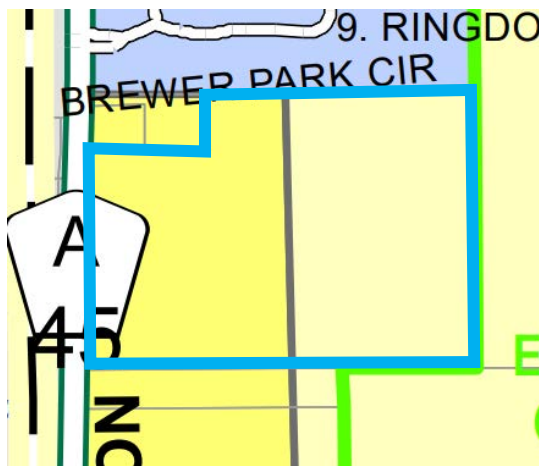
RE: 8190 Division Avenue SE, PUD Rezoning & Final Site Plan Approval – Public Hearing

SUMMARY OF TOPIC:

The applicant requests approval of a Planned Unit Development rezoning and site plan for a mixed-use development on Division Avenue. The plan includes six mixed-use buildings facing Division Avenue (12 commercial units on the first floor and 12 apartment units located on the second floor), 35 townhome units in six two-story buildings, and 140 apartment units in six two to three-story buildings. All residential units will be at market rate. Amenities on the site include an office/community building, nature trails, a dog park, and open spaces. The PUD is conceived as a mixed-use plan, with commercial buildings facing Division Avenue and connected via pedestrian paths and streets to the residential area downslope.

Traffic within the development will be served by private driveways with access from Division Avenue. The buildings will tie into the adjacent public sanitary sewer and water system maintained by the Byron Gaines Utility Authority (BGUA). The stormwater management for the site will follow the current standards of Gaines Township.

The landowners are currently working with the Kent County Parks Department to establish a public easement over the southern access drive, a private street, to allow for public access from Division Avenue to Brewer Park as highlighted in the township's 2010 Non-Motorized Transportation Plan.



ZONING LEGEND

- A-B, Agricultural/Argi-Business
- A-R, Agricultural/Rural-Residential
- RL-10, Residential
- RL-14, Single Family Residential
- R-3, Multiple Family Residential
- R-4, Mobile Home
- O-S, Office Service
- C-1, Neighborhood Commercial
- C-2, General Commercial
- PUD, Planned Unit Development
- I-1, Light Industrial
- I-2, Heavy Industrial
- PUD-LSP, Large Scale Plan
- PUD-MR, Mineral Removal

Surrounding zoning:

WEST: Division Ave / Byron Township	NORTH: Brewer Park Condominiums PUD SUBJECT PARCEL	EAST: RL-14
	SOUTH: RL-10/RL-14	

ELIGIBILITY CRITERIA

Staff believes the project is eligible for PUD rezoning review. The Planning Commission and Township Board must find that the project will result in a recognizable benefit to the Township to be eligible for PUD rezoning. In this case the planned public connection of the north end of Brewer Park and Division Avenue has been a goal of the Township and County for many years.

PROCESS

1. Preliminary PUD plan review and Planning Commission approval based on Section 11.1 (March 23rd, 2023).
2. Final PUD plan review based on Section 25.3 and a public hearing held by the Planning Commission (June 22nd, 2023).
3. Recommendation concerning the final PUD plan and rezoning by the Planning Commission through a resolution and draft ordinance (September 28th, 2023).
4. Review by the Township Board at first reading (October 9th, 2023).
5. Review, public hearing, and approval of the final PUD plan and rezoning by the Township Board at second reading (TBD).

FINANCIAL IMPACT:

Costs associated with the review process are borne by the applicant through administrative and escrow review fees. Any necessary utility improvement costs will be borne by the developer.

BUDGET ACTION REQUIRED:

N/A.

PLANNING COMMISSION RECOMMENDATION

The Planning Commission recommended approval of the site plan and rezoning for the project on September 28th, 2023. As directed by the Planning Commission, a resolution was prepared that outlines the findings related to the PUD along with recommended conditions of approval.

The Township Board set this public hearing on October 9th and the hearing has been noticed. After consideration of public comment, and further discussion of the project, the Board may vote to table consideration, deny, or approve the application.

ATTACHMENTS:

- Draft Ordinance
- Draft Resolution
- Signed Planning Commission Resolution (Res # 23-09-28-PC).
- Plan Set
- Elevation Drawings

**CHARTER TOWNSHIP OF GAINES
COUNTY OF KENT, MICHIGAN
(ORDINANCE NO.____)**

At a _____ meeting of the Township Board for Gaines Charter Township held at the Township offices on _____, 2023, beginning at ____ p.m., the following Ordinance was offered for adoption by Township Board Member _____, and was seconded by Township Board Member _____:

AN ORDINANCE TO AMEND THE "ZONING ORDINANCE OF GAINES CHARTER TOWNSHIP" AS PROVIDED FOR IN CHAPTERS 10 AND 27 OF THEREOF BY AMENDING THE GAINES CHARTER TOWNSHIP ZONING ORDINANCE AND ZONING MAP FOR THE PLANNED UNIT DEVELOPMENT KNOWN AS "BREWER PARK APARTMENTS PUD"

THE CHARTER TOWNSHIP OF GAINES (the "Township") ORDAINS:

Section 1. PUD Final Development Plan. The Zoning Ordinance of the Charter Township of Gaines as amended is hereby amended by rezoning the following described property from RL-10 Residential and RL-14 Single-Family Residential to the Brewer Park Apartments Planned Unit Development:

Land situated in the Township of Gaines, County of Kent, State of Michigan, described as follows:

All that part of the South one-half (S 1/2) of North Forty (40) Acres of West fractional one-half (1/2) of Southwest fractional one-quarter (1/4) of Section lying East of the center line of Division Avenue Road (so-called) (Excepting and reserving therefrom commencing at the North-west corner thereof and running thence East 340.85 feet: thence South Nine (9) Rods: thence West to center line of Division Avenue Road and thence Northerly along the center line of said road to beginning) being in Section 18, Town 5 North, Range 11 West.

Section 2. Authorized Use and Site Development Stipulations. The authorized use of the property is a mixed-use development containing 12 commercial units and 187 dwelling units, as indicated on the final site plan having a last revised date of October 2nd, 2023, and shall be further limited by the depictions presented on the final site plans, the conditions contained in the Township Board Resolution 2023-_____ and the attachments thereto, which are incorporated by reference herein.

Section 3. Signage. Two (2) matching 60-square-foot ground mounted identification signs are permitted at the north and south sides at the intersection of "Main Street" and Division Avenue. The purpose of these signs is to provide identification for the residential community. Four (4) wall signs are permitted on the north and south sides of the mixed-use buildings at each vehicular entry point oriented toward traffic flow, not to exceed 80 square feet per wall sign. Each commercial building along Division Avenue is permitted to have up to 100 square feet of wall and blade signage on the east and west elevations per building combined.

Section 4. Records. All plans, attachments, conditions, and major and minor amendments to the site plan as provided under Section 10.11 shall be kept on file and may be inspected at the offices of Gaines Charter Township.

Section 5. Scope of approval. In no other respects not specifically stated in the resolution of approval, referenced herein, or represented on the approved final site plan, shall any other provisions of the Zoning Ordinance of the Charter Township of Gaines be changed.

Effective Date. This Ordinance shall become effective seven (7) days after a summary is published in a newspaper of general circulation within the Township.

FINDINGS. For the relevant findings of fact and details, please see Resolution No. 23-09-28-PC.

A motion was made to adopt the foregoing ordinance by Township Board Member _____ and supported by Township Board Member _____, the roll call vote being as follows:

AYES: _____

NAYS: _____

ABSENT: _____

ORDINANCE DECLARED ADOPTED.

Rob DeWard, Supervisor
Charter Township of Gaines

Michael Brew, Clerk
Charter Township of Gaines

CERTIFICATION

I hereby certify that the above is a true copy of an Ordinance adopted by the Township Board for Gaines Charter Township at the time, date, and place specified above pursuant to the required statutory procedures.

Respectfully submitted,

By _____
Michael Brew
Gaines Charter Township Clerk

**GAINES CHARTER TOWNSHIP BOARD OF TRUSTEES
KENT COUNTY, MICHIGAN
(Resolution No. 23-____-TB)**

The following Resolution was offered and adopted by the Gaines Charter Township Board of Trustees at a regular meeting held on_____, 2023, at the Gaines Charter Township Offices, 8555 Kalamazoo Avenue, Caledonia, Michigan 49316.

Members Present:

Member Absent:

The following Resolution was offered for adoption by Trustee _____and supported by Trustee _____ to document the findings and decision by the Gaines Charter Township Board of Trustees regarding a request made by Dan Hibma, 8190SD LLC, to approve a Final PUD Plan and PUD rezoning.

**APPROVAL OF A FINAL PLANNED UNIT
DEVELOPMENT (“PUD”) PLAN AND PUD REZONING
FOR BREWER PARK APARTMENTS AT 8190 DIVISION
AVENUE SE, PERMANENT PARCEL NO. 41-22-18-300-012.**

Section I General Background:

1. The applicant requests the rezoning of one parcel totaling 16.08 Acres to a Planned Unit Development (PUD) to build a mixed-use development containing commercial units and market-rate residential apartments and townhouses, along with the approval of a final PUD plan. Proposed improvements as part of the PUD project include:
 - a. Six (6) mixed-use buildings, including:
 - i. Twelve commercial units, and;
 - ii. Twelve apartment units above the commercial units.
 - b. 35 two-story townhouse units in six (6) buildings.
 - c. 140 apartment buildings in six (6) two to three-story buildings.
 - d. 483 parking spaces (24 open shared parking spaces for the mixed-use apartment units; 52 parking spaces for the commercial units; 103 parking spaces for the townhouse units; and 304 garage and surface lot parking spaces for the apartment units).
 - e. Three (3) access points to Division Avenue.
 - f. One (1) dog park.
 - g. One (1) boardwalk and one (1) nature trail through the wetlands portion of the site.

- h. A detention basin for stormwater control.
 - i. One (1) 16' x 50' refuse enclosure and compactor.
 - j. Pedestrian sidewalks throughout the development and along Division Avenue.
2. The subject plans are titled "Brewer Park P.U.D." and were prepared by Exxel Engineering, last revised on October 2nd, 2023.
3. The property subject to the PUD is located at 8190 Division Avenue SE and includes parcel number 41-22-18-300-012.
4. The Planning Commission held a public hearing on the PUD on June 22nd, 2023, and recommended approval of the final PUD plan and PUD rezoning to the Township Board of Trustees.

Section II PUD Standards of Review- Findings:

Based on the material and plans submitted, a review of the relevant portions of the Gaines Charter Township Zoning Ordinance ("the Zoning Ordinance"), the applicant's presentation at the public hearings, Township Staff recommendation, Planning Commission recommendation, and other factors, the Gaines Charter Township Board of Trustees hereby adopts the following findings per Section 11.1 Planned Unit Development General Review Standards.

A. Consistency with Master Plan and Zoning Ordinance: The Planned Unit Development must further the goals and objectives of the Township Master Plan and must be consistent with it. It must also be consistent with the intent and purpose of this Zoning Ordinance.

Meets standard. The proposed development lies within a parcel designated as Village Center as prescribed in the 2023 Future Land Use Plan.

The 2023 Master Plan states the following about the Village Center category:

"This mixed-use category is intended to be used for new urbanist 'village center' areas and integrates multiple uses at a pedestrian scale. The category is envisioned as a walkable main street with pedestrian scale commercial/retail/office use either vertically stacked with, or surrounded by, high or medium density residential."

And;

"The intent of the Village Center is to create by design a blend of structures and uses which are compatible in both form and function, thus allowing residential and more intense uses to coexist in the same area. The elements of a Village Center district include:

- Strong architectural design standards.
- A sense of place and community integrating public spaces.
- Multi-story Buildings with shared uses, such as residential and office or commercial in one building.
- Wide sidewalks.

- Pedestrian scale street lighting.
- Accessibility to existing or new parks.
- Plazas and/or public gathering places.
- Limited front yard parking with most of the parking in the rear or side yard.
- Site improvements that encourage the use of alternative forms of transportation (e.g., bike racks, transit shelters).
- Varying setback requirements dependent upon the building type, height; and location.
- Restaurants with outdoor dining areas.
- Attached town homes.

The current zoning ordinance does not provide the ability to create a mixed-use project “by right,” necessitating the PUD rezone to implement the vision for this area. In terms of the intended uses, the commercial/residential buildings along Division Avenue and the apartments and townhomes behind them meet the goals of the master plan for this area.

The Township Board of Trustees has found that all of the review standards as outlined in Sections 11.1 and 25.6 of the zoning ordinances are met, therefore consistency with the zoning ordinance has been achieved.

B. Aesthetics: The Planned Unit Development must be aesthetically pleasing and be an integrated development with respect to building facades, building materials, landscape and berming, noise and visual screening mechanisms, and signs. It should contribute to creating a distinctive attractive community with a strong sense of place.

Meets Standard. The design of the buildings is in the New Farmhouse architectural style, a modern and picturesque style that is well suited for apartment buildings along this stretch of Division. In terms of layout, the “main street” approach to street layout forms an attractive neighborhood feel, and internal sidewalks connect apartments with the commercial buildings along Division Avenue which reinforces walkability. Concept plans indicate tree-lined streets and architectural details along building facades to make the complex an attractive development.

C. Compatibility with Adjacent Uses: The Planned Unit Development must be compatible with surrounding uses. Efforts must be made to reduce any adverse effects on surrounding uses.

Meets Standard. The north and east property lines are buffered with tree lines and Brewer Park respectively. The south property line is buffered by a driveway and a proposed ten-foot-wide multi-use path. If the multi-use path is not constructed by the Kent County Parks Department in the future, it will remain green space.

The south property line parkway is relatively narrow but buildings to the north of the property line are two stories and set back 60-70 feet so they will not loom over the neighboring property. The west property line fronts Division Avenue and residential buildings are buffered from it by the mixed-use buildings.

D. Density: The density requirements of the proposed Planned Unit Development shall be based on the underlying land use district in the Master Plan. The Township Board, upon

recommendation of the Planning Commission, may vary the density requirements if doing so would result in a development that better achieves the intent of the Master Plan.

Meets standard, with consideration. The estimated density for the overall site is 11.6 dwelling units per acre (gross density). The 2023 Master Plan does not outline density requirements for the Village Center category, but states the following:

“Plans should encourage higher residential density and neighborhood commercial land uses in the village center areas, and taper to lower intensity uses towards the margins, or match the adjacent land use.”

Brewer Park Condominiums to the north were approved with a gross density of 3.7 dwelling units per acre. The subject parcel is surrounded by Brewer Park Condominiums, one single-family home, and a vacant lot to the north, Brewer Park to the east and southeast, and a single-family home to the southwest. Division Avenue and Byron Township are located directly west. Although the proposed plan does not match the adjacent land uses in terms of density, the Township Board of Trustees has determined that the plan has mostly been designed to taper the lower-intensity uses (e.g. parking) toward the margins.

The northern portion of the proposed site plan contains a detention basin, wooded preserve, community building, and enclosed and open surface parking areas. The southern portion of the site is proposed to have a ten-foot-wide bike path adjacent to the existing single-family home on the southwest periphery, and if not constructed and maintained by the Kent County Parks Department in the future, will remain open space. The rear (eastern) portion of the site shows a wooded preserve, nature trail, and boardwalk, which tapers the lower intensity uses to the rear margin.

There are higher-intensity uses near the southeast corner of the site and the western boundary, however, the applicant has taken feedback from the Planning Commission and scaled down the end-caps of the 3-story apartment buildings to two stories to soften the view of the buildings from adjacent properties. The western portion of the site adjacent to Division Avenue shows six commercial buildings setback 12 feet from the front property line. However, the location of higher-intensity uses along the margins is essential to achieve the intent of the Village Center designation as the locations of the higher-intensity uses allow for multi-story buildings with shared uses, limited front yard parking with most of the parking in the rear or side yard, accessibility to existing or new parks, and site improvements that encourage the use of alternative forms of transportation. If the higher intensity uses were not located near the margins of this site, the above criteria as outlined in the master plan would not be able to be met.

Although there are higher intensity uses toward the margins of the proposed development, the Township Board of Trustees has determined that the density requirements for this project should be varied, as permissible by the zoning ordinance, as part of Township Board of Trustees final approval. The proposed site plan is consistent with the intent of the master plan and approval of the PUD as presented would result in a development that better achieves the intent of the master plan.

Also to consider; the apartment buildings tend to be downslope from the Division Avenue corridor due to the slope of the land to the east and the perception of building height will be minimized.

E. Traffic: The Planned Unit Development shall be designed to minimize the effect of traffic generated by the proposed development on surrounding uses. Consideration should be given to: 1) The amount and type of traffic generated by the proposed project and capacity of existing and proposed streets to safely absorb that additional traffic, 2) Whether the streets and pedestrian walkways within each project are designed to facilitate safe pedestrian and vehicular traffic flow patterns, 3) All points of ingress and egress to the project shall be located and designed to maximize safety.

Meets Standard. The entrance roads and internal driveways are located for adequate circulation of both residential and retail traffic, as well as emergency vehicle access. Division Avenue is designed to handle all the traffic generated by the development. The Kent County Road Commission will review all entry/exit curb cuts, and the Fire Inspector will review emergency access. One of the main entrance points to the development, “Main Street” on the site plan, will only allow for right turns out of the development due to the slope of the existing roadway and nearby drive approaches on the west side of Division Avenue. This design will help to maximize traffic safety in and out of the development. Pedestrian sidewalks are located appropriately along internal roadways and enable good access throughout the site.

One thing to note is that the southern 26’ wide access drive around the townhomes has been rerouted to direct traffic north-south rather than east-west. This was done to add more parking around the retail and residential units along Division Avenue. The curved street will allow for safe vehicular flow as the 26’ alley width is still maintained. Additionally, there will be less traffic congestion in the parking lot behind the three southern commercial/residential buildings along Division Avenue as the alley access bends to the south and does not direct traffic through the parking lot.

F. Protection of Natural Environment: Each project shall be designed to minimize adverse effects on the environment. Special emphasis shall be placed on maintaining the quality of air, soils, groundwater, streams, wetlands, and rivers.

Meets Standard. The land slopes down to the east and ends up in a wetland channel that abuts Brewer Park. A stormwater retention basin will be placed to prevent flash flooding of the downslope wetlands. The wetlands will not be developed, except for a proposed boardwalk connecting the development to Brewer Park.

G. Schools: Whether a project can be served by existing schools and school related facilities and the impact upon schools if the property is developed in accordance with the Planned Unit Development plans or in accordance with the conventional zoning district requirements shall both be considered. In addition, streets and pedestrian walkways shall be designed and located in any project to facilitate the ability of students to make the best and safest use of existing schools and school related facilities.

Meets Standard. The project lies within the Byron Center Public School District, which has recently expanded school facilities and is well-situated to handle additional students. The internal driveway system allows for the safe pick-up and drop-off of school-age children.

H. Public Facilities: The Planning Commission shall consider the impact a project will have on: 1) Public safety and protection services. 2) Water and sewer facilities. 3) The costs for such services. Each project shall be designed and located so as to facilitate use of, access to, or the logical expansion or extension of existing facilities in order to minimize any adverse financial or other impact upon the Township and to promote public health and safety.

To be determined, condition recommended. The plans are currently being reviewed by the Fire Department. The applicant will be responsible for utility connection fees and construction costs.

The plans are subject to review and approval by the Fire Inspector prior to the issuance of any building permits.

I. Water, Sewer, and Drainage Systems: A Planned Unit Development shall be served by a public or private water and sanitary sewer systems. The Kent County Health Department and/or the Township Engineer must approve the systems. A PUD shall also have a drainage system for surface water run-off which the Kent County Drain Commission and / or the Township Engineer must approve.

Meets Standard. No water or sewer extensions are necessary; the property will be connected to an existing 12" water main located on Division Avenue, and sewer will be connected to an existing 12" sewer line that runs through the property. Both existing utility lines will adequately serve the project demand. Stormwater will be managed by the excavation of a detention basin on the north side of the site that will ultimately discharge into the wetland along the east side of the site.

The applicant is required to receive approval for final utility plans from the Township Engineer prior to the issuance of building permits.

J. Open Space: The Planning Commission and Township Board should consider whether the PUD permanently preserves significant amounts of open space or significant natural features. The Township Board may require, upon recommendation of the Planning Commission, that natural amenities such as, but not limited to, ravines, rock outcrops, wooded areas, tree or shrub specimens, unique wildlife habitat, ponds, streams, and wetlands be preserved as part of the open space system.

Meets Standard. Vegetation along the north property lines will be preserved where they fall outside of areas that need to be cleared for construction activities. The applicant has also proposed several rows of evergreen trees be planted along the northern boundary of the site. The most environmentally sensitive component of the site, the regulated wetlands and creek at the bottom of the hill on the eastern end of the property, will not be disturbed except for a boardwalk that will lead to a nature trail connecting to Brewer Park.

K. Non-Motorized Transportation Network: Projects within an identified trail network corridor

may be required to construct a portion of the trail.

Meets Standard. The 2010 Non-Motorized Transportation Plan identified a potential trail connection in this vicinity that would connect Division Avenue with Brewer Park in the 10–20-year timeframe. Although there is a ten-foot-wide multi-use path indicated along the southern property line that leads from Division Avenue to Brewer Park, the Kent County Parks Department has determined that they do not have long-term funding for the construction or maintenance of the pathway. However, the applicant is currently working with the Kent County Parks Department to establish a public easement over the southern access drive in the development that, when established, will create a publicly accessible connection from Division Avenue to Brewer Park. The applicant is also working with the Kent County Parks Department to establish a public easement over the proposed ten-foot-wide multi-use path to be constructed by the Kent County Parks Department when funding becomes available. The Township Board of Trustees has determined that since there will be public easements established within the development connecting Division Avenue to Brewer Park, this standard is met.

Section II Findings:

Based on the material and plans submitted, a review of the relevant portions of the Gaines Charter Township Zoning Ordinance, the applicant’s presentation at the public hearing, Township Planning Commission and Staff’s recommendation, and other factors, the Township Board of Trustees hereby adopts the following findings based on Section 11.1 Planned Unit Development General Review Standards:

TOWNSHIP BOARD DECISION

The Township Board of Trustees has determined that the preceding findings support the approval of the final PUD Plan and PUD rezoning for Land & Company’s Brewer Park Apartments.

The Township Board approves the final PUD plan and the PUD rezoning with the following zoning modifications:

1. Six (6) mixed-use residential/commercial buildings are permitted in locations shown on the plan.
2. Three-story buildings are permitted in the locations shown on the plan.
3. A reduction of the front yard landscaping points is permitted as shown on the landscaping plan.
4. The number of parking spaces indicated on the site plan is adequate to serve the site.
5. Bumper guards for parking will not be required within the development.
6. The density requirements are varied as presented since the project results in a development that better achieves the intent of the Master Plan.

7. Two (2) matching 60-square-foot ground mounted identification signs are permitted at the north and south sides at the intersection of “Main Street” and Division Avenue. The purpose of these signs is to provide identification for the residential community. Four (4) wall signs are permitted on the north and south sides of the mixed-use buildings at each vehicular entry point oriented toward traffic flow, not to exceed 80 square feet per wall sign. Each commercial building along Division Avenue is permitted to have up to 100 square feet of wall and blade signage on the east and west elevations per building combined.
8. Minimum perimeter setbacks are:
 - a. Front: 12 Feet
 - b. North Side: 52 Feet
 - c. South Side: 8 Feet
 - d. Rear: 40 Feet

The Township Board of Trustees approves the final PUD plan and the PUD rezoning with the following conditions:

1. Any fixture or luminaire with a lamp shall be a full cut-off type fixture.
2. The applicant shall provide a revised lighting plan showing the proposed setback distances of the light poles to the property lines to be reviewed and approved administratively.
3. Secure all Township department and outside agency approvals:
 - a. Township Engineer/BGUA.
 - b. Fire Department.
 - c. Kent County Road Commission.
 - d. Kent County Drain Commission.
 - e. Department of Energy, Great Lakes, and Environment (EGLE).

A motion was made to adopt this resolution by Township Board Member _____ and supported by Township Board Member _____, the roll call vote being as follows:

AYES: _____
NAYS: _____
ABSENT: _____

RESOLUTION DECLARED ADOPTED

CERTIFICATION

I hereby certify that the above is a true copy of a resolution adopted by the Gaines Charter Township Board at a regular meeting held on _____, 2023.

Respectfully submitted,

Michael Brew, Clerk
Gaines Charter Township

Dated: _____, 2023

CHARTER TOWNSHIP OF GAINES
COUNTY OF KENT, MICHIGAN

RESOLUTION NO. 23-09-28-PC
BREWER PARK APARTMENTS PLANNED UNIT DEVELOPMENT

The following resolution was offered and adopted by the Gaines Charter Township Planning Commission at a regular meeting held on September 28th, 2023.

Members Present: Thomas, Billips, Waayenberg, Giarmo, Rober, Haagsma, Wiersema

Member Absent: None

The following resolution was offered for adoption by Planning Commissioner Haagsma and supported by Planning Commissioner Rober to document the findings and the recommendations of approval by the Gaines Charter Township Planning Commission ("Planning Commission") regarding a request made by Dan Hibma, 8190SD LLC, for rezoning to Planned Unit Development ("PUD") and a final site plan for the PUD to allow for a mixed-use development containing 187 dwelling units and 12 commercial units.

STATEMENT OF FINDINGS

Section I General Background:

1. The Planning Commission is authorized to review Planned Unit Developments and make recommendations to the Township Board.
2. The land is legally described as:

Land situated in the Township of Gaines, County of Kent, State of Michigan, described as follows:
All that part of the South one-half (S 1/2) of North Forty (40) Acres of West fractional one-half (1/2) of Southwest fractional one-quarter (1/4) of Section lying East of the center line of Division Avenue Road (so-called) (Excepting and reserving therefrom commencing at the North-west corner thereof and running thence East 340.85 feet: thence South Nine (9) Rods: thence West to center line of Division Avenue Road and thence Northerly along the center line of said road to beginning) being in Section 18, Town 5 North, Range 11 West.

3. The Planning Commission held the official public hearing on the PUD project on June 22nd, 2023.
4. The applicant seeks approval for a PUD rezoning and final site plan for a mixed-use development containing six (6) commercial / retail buildings along Division Avenue with 12 commercial units and

12 apartments located on the 2nd floor, 35 2-story Townhome units in 6 buildings and 140 apartment units in six (6) two to three-story buildings. Garages and open parking will be provided for each unit.

5. This resolution considers the plans last revised on October 2nd, 2023.

Section II Findings:

Based on the material and plans submitted, a review of the relevant portions of the Gaines Charter Township Zoning Ordinance ("the Zoning Ordinance"), the applicant's presentation at the public hearing, and Township Staff's recommendation, and other factors, the Planning Commission hereby adopts the following findings:

Section 11.1, Planned Unit Development - General Review Standards.

A. Consistency with Master Plan and Zoning Ordinance: The Planned Unit Development must further the goals and objectives of the Township Master Plan and must be consistent with it. It must also be consistent with the intent and purpose of this Zoning Ordinance.

Meets standard. The proposed development lies within a parcel designated as Village Center as prescribed in the 2023 Future Land Use Plan.

The 2023 Master Plan states the following about the Village Center category:

"This mixed-use category is intended to be used for new urbanist 'village center' areas and integrates multiple uses at a pedestrian scale. The category is envisioned as a walkable main street with pedestrian scale commercial/retail/office use either vertically stacked with, or surrounded by, high or medium density residential."

And;

"The intent of the Village Center is to create by design a blend of structures and uses which are compatible in both form and function, thus allowing residential and more intense uses to coexist in the same area. The elements of a Village Center district include:

- Strong architectural design standards.
- A sense of place and community integrating public spaces.
- Multi-story Buildings with shared uses, such as residential and office or commercial in one building.
- Wide sidewalks.
- Pedestrian scale street lighting.
- Accessibility to existing or new parks.
- Plazas and/or public gathering places.
- Limited front yard parking with most of the parking in the rear or side yard.
- Site improvements that encourage the use of alternative forms of transportation (e.g., bike racks, transit shelters).

- Varying setback requirements dependent upon the building type, height; and location.
- Restaurants with outdoor dining areas.
- Attached town homes.”

The current zoning ordinance does not provide the ability to create a mixed-use project “by right,” necessitating the PUD rezone to implement the vision for this area. In terms of the intended uses, the commercial/residential buildings along Division Avenue and the apartments and townhomes behind them meet the goals of the master plan for this area.

The Planning Commission has found that all of the review standards as outlined in Sections 11.1 and 25.6 of the zoning ordinances are met, therefore consistency with the zoning ordinance has been achieved.

B. Aesthetics: The Planned Unit Development must be aesthetically pleasing and be an integrated development with respect to building facades, building materials, landscape and berming, noise and visual screening mechanisms, and signs. It should contribute to creating a distinctive attractive community with a strong sense of place.

Meets Standard. The design of the buildings is in the New Farmhouse architectural style, a modern and picturesque style that is well suited for apartment buildings along this stretch of Division. In terms of layout, the “main street” approach to street layout forms an attractive neighborhood feel, and internal sidewalks connect apartments with the commercial buildings along Division Avenue which reinforces walkability. Concept plans indicate tree-lined streets and architectural details along building facades to make the complex an attractive development.

C. Compatibility with Adjacent Uses: The Planned Unit Development must be compatible with surrounding uses. Efforts must be made to reduce any adverse effects on surrounding uses.

Meets Standard. The north and east property lines are buffered with tree lines and Brewer Park respectively. The south property line is buffered by a driveway and a proposed ten-foot-wide multi-use path. If the multi-use path is not constructed by the Kent County Parks Department in the future, it will remain green space.

The south property line parkway is relatively narrow but buildings to the north of the property line are two stories and set back 60-70 feet so they will not loom over the neighboring property. The west property line fronts Division Avenue and residential buildings are buffered from it by the mixed-use buildings.

D. Density: The density requirements of the proposed Planned Unit Development shall be based on the underlying land use district in the Master Plan. The Township Board, upon recommendation of the Planning Commission, may vary the density requirements if doing so would result in a development that better achieves the intent of the Master Plan.

Meets standard, with consideration. The estimated density for the overall site is 11.63 dwelling units per acre (gross density). The 2023 Master Plan does not outline density requirements for the Village Center

category, but states the following:

“Plans should encourage higher residential density and neighborhood commercial land uses in the village center areas, and taper to lower intensity uses towards the margins, or match the adjacent land use.”

Brewer Park Condominiums to the north were approved with a gross density of 3.7 dwelling units per acre. The subject parcel is surrounded by Brewer Park Condominiums, one single-family home, and a vacant lot to the north, Brewer Park to the east and southeast, and a single-family home to the southwest. Division Avenue and Byron Township are located directly west. Although the proposed plan does not match the adjacent land uses in terms of density, the Planning Commission has determined that the plan has mostly been designed to taper the lower-intensity uses (e.g. parking) toward the margins.

The northern portion of the proposed site plan contains a detention basin, wooded preserve, community building, and enclosed and open surface parking areas. The southern portion of the site is proposed to have a ten-foot-wide bike path adjacent to the existing single-family home on the southwest periphery, and if not constructed and maintained by the Kent County Parks Department in the future, will remain open space. The rear (eastern) portion of the site shows a wooded preserve, nature trail, and boardwalk, which tapers the lower intensity uses to the rear margin.

There are higher-intensity uses near the southeast corner of the site and the western boundary, however, the applicant has taken feedback from the Planning Commission and scaled down the end-caps of the 3-story apartment buildings to two stories to soften the view of the buildings from adjacent properties. The western portion of the site adjacent to Division Avenue shows six commercial buildings setback 12 feet from the front property line. However, the location of higher-intensity uses along the margins is essential to achieve the intent of the Village Center designation as the locations of the higher-intensity uses allow for multi-story buildings with shared uses, limited front yard parking with most of the parking in the rear or side yard, accessibility to existing or new parks, and site improvements that encourage the use of alternative forms of transportation. If the higher intensity uses were not located near the margins of this site, the above criteria as outlined in the master plan would not be able to be met.

Although there are higher intensity uses toward the margins of the proposed development, the Planning Commission has determined that the density requirements for this project should be varied, as permissible by the zoning ordinance, as part of Township Board of Trustees final approval. The proposed site plan is consistent with the intent of the master plan and approval of the PUD as presented would result in a development that better achieves the intent of the master plan.

Also to consider; the apartment buildings tend to be downslope from the Division Avenue corridor due to the slope of the land to the east and the perception of building height will be minimized.

E. Traffic: The Planned Unit Development shall be designed to minimize the effect of traffic generated by the proposed development on surrounding uses. Consideration should be given to: 1) The amount and type of traffic generated by the proposed project and capacity of existing and proposed streets to safely

absorb that additional traffic, 2) Whether the streets and pedestrian walkways within each project are designed to facilitate safe pedestrian and vehicular traffic flow patterns, 3) All points of ingress and egress to the project shall be located and designed to maximize safety.

Meets Standard. The entrance roads and internal driveways are located for adequate circulation of both residential and retail traffic, as well as emergency vehicle access. Division Avenue is designed to handle all the traffic generated by the development. The Kent County Road Commission will review all entry/exit curb cuts, and the Fire Inspector will review emergency access. One of the main entrance points to the development, "Main Street" on the site plan, will only allow for right turns out of the development due to the slope of the existing roadway and nearby drive approaches on the west side of Division Avenue. This design will help to maximize traffic safety in and out of the development. Pedestrian sidewalks are located appropriately along internal roadways and enable good access throughout the site.

One thing to note is that the southern 26' wide access drive around the townhomes has been rerouted to direct traffic north-south rather than east-west. This was done to add more parking around the retail and residential units along Division Avenue. The curved street will allow for safe vehicular flow as the 26' alley width is still maintained. Additionally, there will be less traffic congestion in the parking lot behind the three southern commercial/residential buildings along Division Avenue as the alley access bends to the south and does not direct traffic through the parking lot.

F. Protection of Natural Environment: Each project shall be designed to minimize adverse effects on the environment. Special emphasis shall be placed on maintaining the quality of air, soils, groundwater, streams, wetlands, and rivers.

Meets Standard. The land slopes down to the east and ends up in a wetland channel that abuts Brewer Park. A stormwater retention basin will be placed to prevent flash flooding of the downslope wetlands. The wetlands will not be developed, except for a proposed boardwalk connecting the development to Brewer Park.

G. Schools: Whether a project can be served by existing schools and school related facilities and the impact upon schools if the property is developed in accordance with the Planned Unit Development plans or in accordance with the conventional zoning district requirements shall both be considered. In addition, streets and pedestrian walkways shall be designed and located in any project to facilitate the ability of students to make the best and safest use of existing schools and school related facilities.

Meets Standard. The project lies within the Byron Center Public School District, which has recently expanded school facilities and is well-situated to handle additional students. The internal driveway system allows for the safe pick-up and drop-off of school-age children.

H. Public Facilities: The Planning Commission shall consider the impact a project will have on: 1) Public safety and protection services. 2) Water and sewer facilities. 3) The costs for such services. Each project shall be designed and located so as to facilitate use of, access to, or the logical expansion or extension of existing facilities in order to minimize any adverse financial or other impact upon the Township and to promote public health and safety.

To be determined, condition recommended. The plans are currently being reviewed by the Fire Department. The applicant will be responsible for utility connection fees and construction costs.

The plans are subject to review and approval by the Fire Inspector prior to the issuance of any building permits.

I. Water, Sewer, and Drainage Systems: A Planned Unit Development shall be served by a public or private water and sanitary sewer systems. The Kent County Health Department and/or the Township Engineer must approve the systems. A PUD shall also have a drainage system for surface water run-off which the Kent County Drain Commission and / or the Township Engineer must approve.

Meets Standard. No water or sewer extensions are necessary; the property will be connected to an existing 12" water main located on Division Avenue, and sewer will be connected to an existing 12" sewer line that runs through the property. Both existing utility lines will adequately serve the project demand. Stormwater will be managed by the excavation of a detention basin on the north side of the site that will ultimately discharge into the wetland along the east side of the site.

The applicant is required to receive approval for final utility plans from the Township Engineer prior to the issuance of building permits.

J. Open Space: The Planning Commission and Township Board should consider whether the PUD permanently preserves significant amounts of open space or significant natural features. The Township Board may require, upon recommendation of the Planning Commission, that natural amenities such as, but not limited to, ravines, rock outcrops, wooded areas, tree or shrub specimens, unique wildlife habitat, ponds, streams, and wetlands be preserved as part of the open space system.

Meets Standard. Vegetation along the north property lines will be preserved where they fall outside of areas that need to be cleared for construction activities. The applicant has also proposed several rows of evergreen trees be planted along the northern boundary of the site. The most environmentally sensitive component of the site, the regulated wetlands and creek at the bottom of the hill on the eastern end of the property, will not be disturbed except for a boardwalk that will lead to a nature trail connecting to Brewer Park.

K. Non-Motorized Transportation Network: Projects within an identified trail network corridor may be required to construct a portion of the trail.

Meets Standard. The 2010 Non-Motorized Transportation Plan identified a potential trail connection in this vicinity that would connect Division Avenue with Brewer Park in the 10–20-year timeframe. Although there is a ten-foot-wide multi-use path indicated along the southern property line that leads from Division Avenue to Brewer Park, the Kent County Parks Department has determined that they do not have long-term funding for the construction or maintenance of the pathway. However, the applicant is currently working with the Kent County Parks Department to establish a public easement over the southern access drive in the development that, when established, will create a publicly accessible connection from Division Avenue to Brewer Park. The applicant is also working with the Kent County

Parks Department to establish a public easement over the proposed ten-foot-wide multi-use path to be constructed by the Kent County Parks Department when funding becomes available. The Planning Commission has determined that since there will be public easements established within the development connecting Division Avenue to Brewer Park, this standard is met.

Section 25.6 Site Plan Review Standards

A. Adequacy of Information: Whether the required information has been furnished in sufficiently complete and understandable form so as to allow an accurate description of the proposed use(s) and structure(s) in terms of density, location, area, height, bulk, placement, setbacks, performance characteristics, parking, and traffic circulation.

Meets Standard, with consideration, conditions recommended. The site plan mostly complies with the ordinance requirements, with some proposed PUD modifications to be considered.

Building. The proposed architectural design and building materials are compatible with the surrounding area. The apartment buildings tend to slope downward from the Division Avenue corridor due to the slope of the land to the east; given the slope, the perception of building height will be minimized. Additionally, the southern end caps of two of the three-story apartment buildings have been reduced to two stories.

Dumpster Enclosure. Elevation drawings for the dumpster enclosure have been provided. A 16' x 50' trash compactor has been proposed at the southwest corner of the development. The compactor will be completely enclosed inside a vinyl-sided building and is proposed 23 feet from the southern property boundary and 25 feet from the front. The Planning Commission has determined that the trash compactor is adequately screened and meets the ordinance requirements.

Dimensional Requirements. The proposed setbacks and building heights require PUD modifications.

- The front required setback is 35 Feet, and the proposed front setback is 12 Feet.
- The side required setback is 8 Feet, and the south side proposed setback is eight (8) feet (i.e., the proposed garages). The north side proposed setback is 52 Feet.
- The rear required setback is 35 feet, and the proposed rear setback is 40 Feet.
- In the RL-10 and RL-14 zoning districts, building heights are limited to 35 feet or 2.5 stories, whichever is less. All the proposed building types comply with the ordinance requirements, except for the 3-story apartment buildings, which are proposed at 45 feet in height, thus requiring PUD modifications.
- The building separation distances are compliant with fire code regulations (minimum 10-foot separation distance).

Parking. The parking requirements are mostly met, with some PUD modifications/reductions required. A total of 483 parking spaces have been proposed.

Commercial with apartments above: There are six commercial buildings with two tenant bays in each, for a total of 12 commercial units with 12 two-bedroom apartment units on top. Each commercial unit will be 1,200 S.F. (20' x 60') in floor area, for a total of 14,400 S.F. of commercial space.

Commercial: If we use the convenience retail standards: 4 parking spaces (required) x 1,000 square feet gross floor area (14,400 square feet total) = 58 parking spaces would be required, and 52 are provided. Since the uses will likely vary, and there is more parking along the main street, the Planning Commission has determined that the number of parking spaces provided for the commercial units is adequate.

Second-Floor Apartments: Each apartment above the retail stores will have two bedrooms. The zoning ordinance requires 2 parking spaces per unit for two-bedroom multi-family dwellings. Two shared parking spaces per unit are proposed. 2 parking spaces (required) x 12 apartment units = 24 required; 24 provided.

Townhouses: 103 parking spaces proposed. These are considered one-family dwellings since they have separate entrances. Only one (1) parking space per unit is required. The applicant has proposed 2.94 parking spaces per townhouse unit.

Apartments: 304 parking spaces proposed. Two (2) parking spaces per unit are required since the apartments are two bedrooms. 288 parking spaces are required, with a total of 304 provided. The applicant has proposed 2.17 parking spaces per apartment unit.

- Parking spaces are compliant at nine (9) feet wide and 18 feet deep. The parallel parking spaces are compliant at eight and a half (8.5) feet wide and 22 feet in length.
- The narrowest drive aisle is proposed at 26 feet wide, which is compliant with Section 15.7.
- Bumper guards have not been provided on the site plan. Although a requirement of the zoning ordinance, bumper guards are often problematic for snow removal and can create a trip hazard. The Planning Commission has determined that bumper guards will not be required within the development.
- The Planning Commission has determined that the proposed number of parking spaces is adequate to serve the site.

Signage. Two (2) matching 60-square-foot ground mounted identification signs are permitted at the north and south sides at the intersection of "Main Street" and Division Avenue. The purpose of these signs is to provide identification for the residential community. Four (4) wall signs are permitted on the north and south sides of the mixed-use buildings at each vehicular entry point oriented toward traffic flow, not to exceed 80 square feet per wall sign. Each commercial building along Division Avenue is permitted to have up to 100 square feet of wall and blade signage on the east and west elevations per building combined.

Lighting. A lighting plan has been submitted in accordance with Section 18.5. Note that the lighting plan indicates high light levels at the southern periphery due to "A@9" fixtures along the back wall of the garages. These are misplaced lights and indicate candlepower readings as if they are carports rather than enclosed garages. The light levels in these areas are anticipated to be 0.0.

The light poles are compliant with the height requirements. The maximum lighting on site is proposed at 16.5 footcandles, which is compliant with the ordinance requirements (the maximum allowable is 20 footcandles).

The Planning Commission is requiring the following change and condition of approval to the photometric plan:

1. The photometric plan shall be revised to show the setback distances of the proposed light poles to the property lines to be reviewed and approved administratively.
2. Any fixture or luminaire with a lamp shall be a full cut-off type fixture.

Landscaping. A landscaping plan has been submitted in accordance with Section 16.3. In the front yard, 297.92 points are required, and 259.25 points are provided. This is due to the scaling back of the street trees based on concerns that the Kent County Road Commission may not approve the previously proposed landscaping plan. The current landscaping plan shows a combination of shrubs and perennials on the traffic island at the main street and Division Avenue, and the English Oak was removed. Parking lot landscaping requires 363 points, and 390 points are provided. A screen of evergreen trees has been provided north and south of the detention basin, as well as adjacent to the two single-family residential parcels to the north.

The Planning Commission has determined that the proposed landscaping plan is adequate, waiving the front yard landscaping point requirement due to the need for enhanced visibility and the existing utilities within the right-of-way.

B. Compliance with Township Master Plan: The site plan must comply with the Township Master Plan and its goals and objectives and any secondary plans that may have been adopted by the Township for the area containing the site.

Meets standard. Please Review Standard 11.1 (A) above.

C. Compliance with all Township Ordinances and Other Laws: The site plan must comply with the standards of this Ordinance and all other applicable Township ordinances, as well as all county, state, and federal regulations and laws.

Meets standard, condition recommended. The applicant is required to secure all applicable township and outside agency approvals prior to site development, including the Township Engineer/BGUA, Fire Department, Kent County Road Commission, Kent County Drain Commission, and EGLE.

The project is being proposed as a PUD, which leaves room for design flexibility to carry out the goals and intent of the master plan. The Planning Commission has determined that the standards of review for Sections 11.1 and 25.6 are met, therefore compliance with the ordinance has been achieved.

D. Configuration of Uses: Whether there are ways in which the configuration of uses and structures could be changed that would improve the effect of the development on adjoining and nearby properties, persons, activities, and on the community, while allowing reasonable use of the property within the scope of district regulations and other regulations of this Ordinance that are applicable to the property and the proposed use and structures.

Meets standard. The proposed final PUD has been modified throughout the process to meet the guidelines of the Gaines Charter Township 2023 Master Plan and the expectations set by the Planning Commission.

E. Preservation of Natural Features: The landscape, natural features, and topography shall be preserved in its natural state, insofar as practical, by minimizing tree and soil removal and alteration of natural features, and any grade changes shall be in keeping with the general appearance of neighboring developed areas.

Meets standard. Some grade changes will need to be made, which will require a soil erosion and sedimentation control permit from the KCRC prior to the start of any site work. Several trees will be removed throughout the project; however, the proposed landscaping will help to keep the site in keeping with the general appearance of neighboring areas. The wetlands will be preserved except for a proposed boardwalk and nature trail.

F. Privacy: The site design must provide reasonable visual and sound screening and privacy for dwelling units on the site and on adjacent properties using fences, buffers, berms, and other measures, as appropriate.

Meets standard. The vegetation and natural features (i.e., detention basin, preserved wetlands, etc.) on the northern and eastern boundaries will provide reasonable privacy measures for adjacent properties. The proposed pathway and existing tree line on the southwest boundary will provide reasonable screening measures for the residential property to the south. The southeast corner does not show any privacy measures other than an existing tree line, but this is subject to be removed if the proposed pathway is extended as a future drive to access the park. However, since the adjacent use on the southeast corner is a park, the Planning Commission has determined that there are reasonable privacy measures accounted for.

G. Safety: Buildings and uses shall be arranged and designed to provide emergency vehicle access. Site plans shall conform to all applicable fire codes.

Condition recommended. All site plans, along with measures for fire protection and access, are subject to review and approval by the Fire Inspector.

H. Vehicular Circulation: The site design shall provide safe, convenient, and well defined vehicular and pedestrian circulation within and to/from the site. Access to/from the site shall be designed to minimize conflicts with traffic on adjacent streets. Shared curb cuts and service drives shall be utilized as necessary to reduce traffic conflicts and improve the functionality of the site.

Meets standard, condition recommended. Traffic within the development will be served by private streets with three separate access points on Division Avenue. The middle access point, shown as “Main Street” on the site plan, has been designed for right-turn egress from the development, which has been designed to minimize traffic conflicts on adjacent streets. Within the development itself, the street plan has been designed to adequately move traffic internally. All work within the public right-of-way and public roads must be approved by the Kent County Road Commission.

I. Pedestrian Circulation: The site plan shall provide a pedestrian circulation system that is insulated as completely as is reasonably possible from the vehicular circulation system for safety and convenience.

Meets standard. The site plan has been designed to promote pedestrian circulation throughout the development. Each residential building is served by a sidewalk, and there are sidewalks on both sides of the street along the main street. There is also a sidewalk proposed along Division Avenue, which is required when connecting to public sewer.

J. Drainage: Site plans shall conform with the Kent County Drain Commission's surface water drainage standards and to the Township Stormwater Ordinance (and other applicable Township ordinances) with special attention given to proper site drainage so that removal of storm water will not adversely affect neighboring property owners. Stormwater management system and facilities shall preserve the natural drainage characteristics and enhance the aesthetics of the site to the maximum extent possible.

Condition recommended. Stormwater and utility plans are subject to review and approval by the Township Engineer.

K. Traffic Impact: Measures must be taken to reduce any adverse effects on existing roads, circulation patterns on the roads, or access to the site from the expected volume of traffic to be generated by the proposed use.

Condition recommended. The Kent County Road Commission may require a traffic study during its review of driveway access to the development.

L. Hazardous Materials: Sites which include storage of hazardous materials or waste, fuels, salt, or chemicals shall be designed to prevent spills and discharges of polluting materials to the surface of the ground, groundwater or nearby surface water bodies. Each site shall be designed to meet all applicable state and federal regulations.

Not applicable.

M. Public Health, Safety, or Welfare: The site plan must be adequate to provide for the health, safety, and general welfare of the persons and property on this site and in the neighboring community. The site plan and proposed buildings and uses must be reasonable and promote the goals and intent of this Ordinance. All elements of the site plan shall be designed to take into account the site's topography, the size and type of lot involved, the character of the adjoining properties, and the type and size of buildings. The site shall be developed so as not to impede the normal and orderly development or improvement of surrounding properties for uses permitted in this Ordinance. The site plan must be harmonious with and not injurious to existing and projected uses in the immediate area.

Meets standard. The site plan has been designed to promote the goals and intent of the zoning ordinance and master plan. The proposed development intends to preserve wetlands and reduce the limits of disturbance along the perimeter of the site. The landscaping plan will ensure an aesthetically pleasing mixed-use development.

Three of the three-story apartment buildings are within the 200-foot recommended buffer from the property line. Also, the three-story apartment buildings are taller than 35 feet in height, thus requiring PUD modifications. There is some room for flexibility on the placement and height of the three-story apartment buildings since the project is proposed as a PUD. The applicant has also scaled down the end caps of two of the three-story buildings to be stories at the property boundaries. The southeastern apartment building has been scaled down to two stories at the midpoint to the south. Since the apartment buildings will be downslope from the Division Avenue corridor, thus minimizing the perception of the building heights, the Planning Commission views this as a reasonable tradeoff as the layout is critical to the main street design of the overall project.

PLANNING COMMISSION RECOMMENDATION

The Planning Commission has determined that the preceding findings support the approval of PUD rezoning and the final site plan. The Planning Commission hereby recommends that the Township Board approves the rezoning and final plan, subject to the following conditions:

1. Any fixture or luminaire with a lamp shall be a full cut-off type fixture.
2. The applicant shall provide a revised lighting plan showing the proposed setback distances of the light poles to the property lines to be reviewed and approved administratively.
3. The number of parking spaces indicated on the site plan is adequate to serve the site.
4. Bumper guards will not be required for parking spaces within the development.
5. Secure all Township department and outside agency approvals:
 - a. Township Engineer/BGUA.
 - b. Fire Department.
 - c. Kent County Road Commission.
 - d. Kent County Drain Commission.
 - e. Department of Energy, Great Lakes, and Environment (EGLE).
6. The southeast apartment building shall be stepped down to two stories from the midpoint of the building to the southern end of the building.

The vote on the motion to adopt this resolution was as follows:

YES: Thomas, Billips, Waayenberg, Giarmo, Rober, Haagsma, Wiersema

NO: None

RESOLUTION DECLARED ADOPTED

CERTIFICATION

I hereby certify that the above is a true copy of a resolution adopted by the Gaines Charter Township Planning Commission at a meeting held on September 28th, 2023.

Respectfully submitted,



Lani Thomas, Secretary
Gaines Charter Township
Planning Commission

Dated:

October 7, 2023

BENCHMARK #1 ELEV. 757.53 (NAVD88)
TOP OF NAIL IN WEST SIDE UTILITY POLE,
EAST SIDE DIVISION AVENUE, 220'± SOUTH
OF HOUSE #8136

Land situated in the Township of Gaines, County of Kent, State of Michigan, described as follows:

All that part of the South one-half (S 1/2) of North Forty (40) Acres of West fractional one-half (1/2) of Southwest fractional one-quarter (1/4) of Section lying East of the center line of Division Avenue Road (so-called) (Excepting and reserving therefrom commencing at the North-west corner thereof and running thence East 340.85 feet; thence South Nine (9) Rods thence West to center line of Division Avenue Road and thence Northerly along the center line of said road to beginning) being in Section 18, Town 5 North, Range 11 West.

The above may also be described as follows:

That part of the south 742 feet of the North 1483 feet of the West fractional 1/2 of the Southwest fractional 1/4 of Section 18 Town 5 North, Range 11 West, Gaines Township, Kent County Michigan, lying East of the centerline of State Trunk Line US-131, Except the North 148.5 feet of the West 340.85 feet thereof.

Tax Parcel Number: 41-22-18-300-012

DESCRIPTION NOTES

- TOP PORTION OF DESCRIPTION MATCHES 1994 DEED (L.3515, P.844), 2017 DEED (INS.#201708240071534) & 2015 EASEMENT AGREEMENT (INS.#20150729-0066190)
- "DESCRIBED AS FOLLOWS" PORTION MATCHES TAX DESCRIPTION AND CREATES A GAP WITH THE CONDOMINIUM TO THE NORTH.

TOTAL AREA OF SITE - 16.75 AC
16.08 AC (EXCL. 50' ROW)

COMMERCIAL W/ APARTMENTS ABOVE - 2.0 AC

TOTAL OF 12 APARTMENT UNITS
OPEN SHARED PARKING - 24
TOTAL OF 24 PARKING SPACES (2.0 PER UNIT)
COMMERCIAL SPACE = 14,400
52 PARKING SPACES = 277 S.F./SPACE

TOWNHOUSES – 3.4 AC

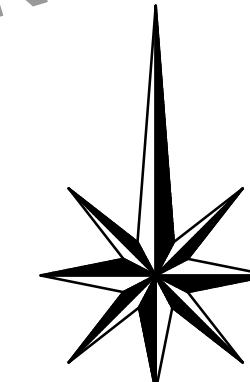
TOTAL OF 35 UNITS
TOWNHOUSE GARAGE - 35 SPACES
FRONT OF GARAGE - 35 SPACES
OPEN PARKING - 33 SPACES
TOTAL OF 103 PARKING SPACES (2.94 PER UNIT)

APARTMENTS – 10.8 AC

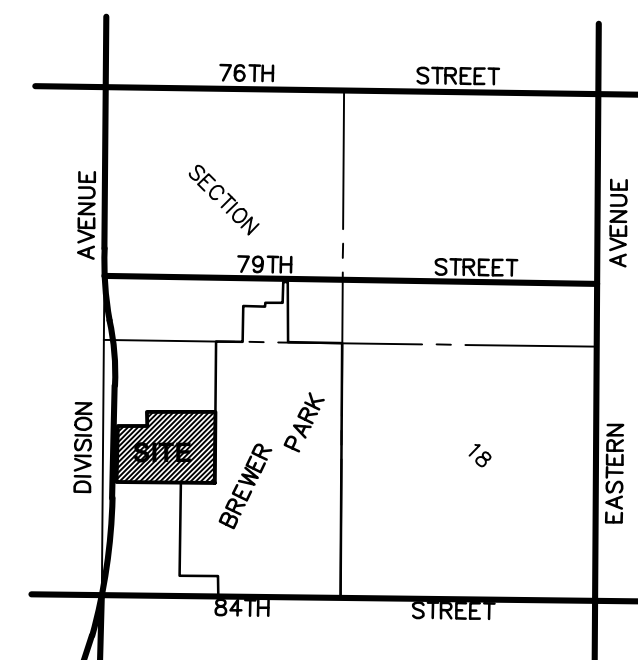
TOTAL OF 140 UNITS
APARTMENT GARAGE - 146 SPACES
OPEN PARKING - 158 SPACES
TOTAL OF 304 PARKING SPACES (2.17 PER UNIT)

DENSITY

TOTAL NUMBER OF UNITS - 187
SITE ACREAGE (EXCL. ROW) - 16.08 ACRES
DENSITY - $187/16.08 = 11.63$ UNITS/AC



SCALE: 1"= 50'



BREWER PARK P.U.D.

SITE DEVELOPMENT PLAN

FOR: LAND AND COMPANY
ATTN: DAN HIBMA
1701 PORTER STREET
WYOMING, MICHIGAN 49509

PART OF THE SW 1/4, SECTION 18, T5N, R11W, GAINES TOWNSHIP, KENT COUNTY, MICHIGAN

[illegible]

exxel engineering, inc
 planners • engineers • surveyors
 5252 Clyde Park, S.W. • Grand Rapids, MI 49509
 Phone: (616) 531-3660 www.exxelengineering.com

















COFFEE SHOP

BICYCLES

COFFEE SHOP

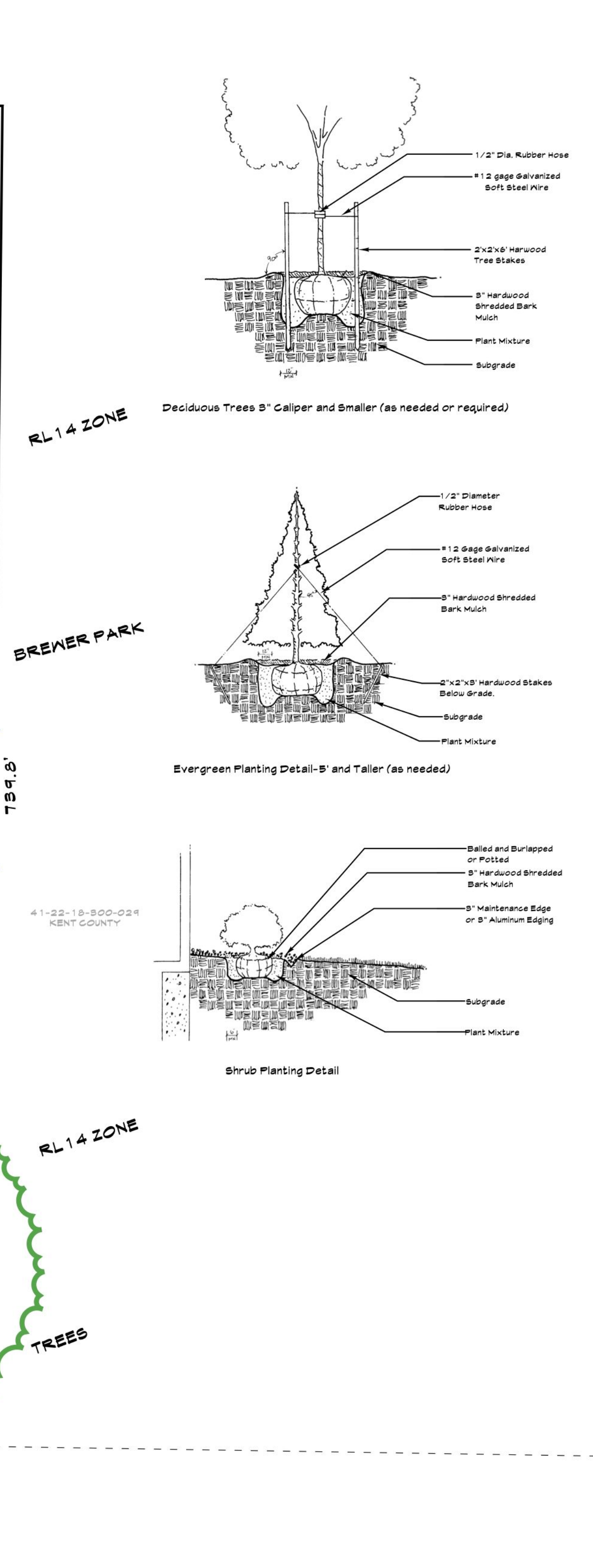
SALON

BAR & GRILL







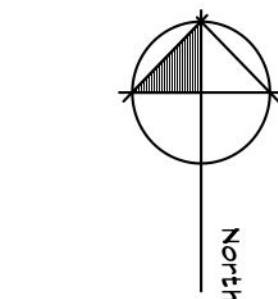


Quantity	Common Name	Latin Name	Planted Size	Points
TREES				
8	Ginkgo Tree	Ginkgo biloba	2" cal.	8 x 10 = 80
8	Columnar English Oak	Quercus robur 'Regal Prince'	2" cal.	8 x 10 = 80
4	Red Rocket Maple	Acer rubrum 'Red Rocket'	2" cal.	4 x 10 = 40
28	Crimson Sunset Maple	Acer truncatum x A. platanoides	2" cal.	28 x 10 = 280
7	Redpointe Maple	Acer rubrum 'Frank Jr.'	2" cal.	7 x 10 = 70
8	Royal Raindrops Flowering Crab	Malus 'Royal Raindrops'	2" cal.	8 x 6 = 48
18	White Pine	Pinus strobus	5' ht.	18 x 10 = 180
12	Black Hills Spruce	Picea glauca var. densata	5' ht.	12 x 10 = 120
24	Douglas Fir	Pseudotsuga menziesii	5' ht.	24 x 10 = 240
SHRUBS				
9	Doubs Frosted Juniper	Juniperus chinensis 'Doubs Frosted'	18-24" spd.	9 x 3 = 27
22	Show Off Forsythia	Forsythia x intermedia 'Show Off'	18-24" ht.	22 x 2 = 44
32	Spilled Wine Weigela	Weigela florida 'Bokraspiw'	18-24" spd.	32 x 2 = 64
14	Little Devil Ninebark	Physocarpus opulifolius 'Little Devil'	18-24" ht.	7 x 2 = 14
75	Spartan Juniper	Juniperus chinensis 'Spartan'	4' ht.	75 x 3 = 225
PERENNIALS				
15	Rozanne Geranium	Geranium 'Rozanne'	1 gal.	2.25

Front Yard Landscaping Required:
595.84' in. ft. of frontage divided by 2 = 297.92 points required
(149 points from Trees + 149 points from Shrubs)
Proposed: Points from Trees = 108
Proposed: Points from Shrubs = 149
Proposed: Points from Perennials = 2.25
Front Yard Total Proposed Points = 259.25

Parking Lot Landscaping Required:
242 required parking spaces x 1.5 = 363 points required
Proposed: Points from Trees = 890
Parking Lot Total Proposed Points = 890

- Notes:**
- Plant sizes specified on the landscape plan shall be the size planted. Plants smaller than specified will be rejected. Substitutions of any kind must be approved by the Landscape Architect.
 - All plantings shall be mulched with 3" shredded premium hardwood bark mulch. Trees in lawn areas shall receive a 6" diameter bark ring 3' deep.
 - The landscape contractor shall remove any twine that is wrapped around the trunk of a tree or shrub as well as the top third of any burlap. Remove excess soil on the top of the root ball to expose the root flare or first layer of roots prior to planting. Use a wire cutter to make 3-5 cuts in the wire basket to allow roots to grow through.
 - A Natural edge shall be used for all planting areas. Aluminum edging shall be used only if indicated on the plan or specified.
 - Parking Islands shall be back filled with at least 24" of topsoil. Amend the topsoil with composted manure and mix into the topsoil at a depth of 6-12". Any aggregate or stone from the construction of the parking lot shall be removed prior to backfill.
 - Lawn areas shall receive at least 4" of topsoil and hydroseeded. Check with specifications for topsoil availability or contact project manager. Topsoil for lawns shall be appropriate for growing and sustaining a healthy lawn. All lawns shall be hydroseeded with a seed blend consisting of 30% Kentucky Bluegrass, 20% Perennial Ryegrass, 10% Hard Fescue, 20% Creeping Red Fescue and 20% Chewings Fescue.
 - Maintenance of the landscape shall be provided for by the owner and include fertilizing of lawn and plant material, yearly pruning, top dressing of mulch areas every other year and provide 1" of water per week during the growing season.
 - Plant materials shall be chosen and installed in accordance with standards recommended by the County Cooperative Extension Service or American Nursery Association.



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D.J. Vander Slik
Grand Rapids
Holland
Phone (616) 698-2700 Fax (616) 698-2900

ASSOCIATION OF GRAND RAPIDS
Landscape Professionals
The Professional
MCN
Michigan Certified Nurseryman

Professional Landscape Network

Landscape Plan Drawn By:
Joyce E. Weise P.L.A., A.S.L.A.

PROPOSED LANDSCAPE PLAN FOR:

Brewer Park P.U.D.

Gaines Twp., Michigan

PROJECT NUMBER:
052125

DRAWN BY:
Joyce E. Weise P.L.A., A.S.L.A.

DRAWING DATE:
052625

ISSUED FOR:

05/31/25	Site Plan Approval
05/28/25	Site Plan Approval

SCALE
1"=50'

SHEET NUMBER
L-1

November 2, 2023

Charter Township of Gaines
Township Board of Trustees
8555 Kalamazoo Ave., SE
Caledonia, MI 49316
Dear Members of the Board,

I have written to you before about my concerns over the proposed rezoning of multiple parcels in the Dutton area, and those concerns still remain. However, due to events that have transpired since we became involved in this process (as detailed below), I now have more serious concerns that go well beyond just this current rezoning issue. Specifically, I want to highlight for the Board what I view as serious issues with the Township's communications with its residents and business owners, and a lack of transparency within the Township administration.

Communication & Notice Issues:

--Not every property that was set to be rezoned in this plan even received the initial letter (Each of those property owners should have not only received a letter but should have been actually contacted as well)

--There was no reference in the letter saying anything about "opting out" or being removed from this. The only ones who knew anything about that were me and Steve Jansen since we had both already had communications via phone with Dan Wells as we asked more questions since this was affecting our immediate plans for our businesses.

--At the Planning Commission meeting in July was the first that many people heard of this opportunity to "opt out". There were many questions about that since this was the first time anyone had heard of that until then. And many of those folks were only there because some of us had let them know about the meeting---because they had never received a letter or any other form of communication.

--Dan Wells assured folks that night that "the township would never rezone someone's property that didn't want to". This calmed a lot of folks' fears giving them the assurance that they could "opt out" and knowing that most everyone was going to.

--There were five members of the Planning Commission present that night to hear all the public comments and they ultimately voted to Table this. The following month only 3 of those 5 members were present, along with 2 members who were not present the month before. This group of 5 voted to pass this motion along to the Township Board (only 3 of those votes having the benefit of actually hearing all the public comment the month before)

--When the Township Board took this up in September and decided to set a Public Hearing for it in October I was present. I asked that each affected property owner be notified of this meeting, and I also asked that they get in writing what exactly it means to opt out. To my knowledge, there were no notifications sent to those property owners and there was never anything put in writing about the opt-out option.

--On September 26 I had a phone conversation with Dan Wells. We had a long discussion but one of the things that came out in that conversation was that when any of us property owners said we wanted to

“opt out” our property that is “only a request---the Board would need to determine whether or not to grant that request”. This was completely different than what Dan had been telling all of us property owners at least since July (for some of us longer) when he stated that “the township would never rezone someone’s property that didn’t want to”.

Transparency Issues:

--On September 28 I wrote a letter to the Township Board to be sent to them directly as well as entered into their official Board Packet for the October meeting. I stopped at the township office with hard copies to ask what the best way was to submit the letter. Kim Triplett gave me her card and told me she puts the packets together and I should email the letter to her. I emailed it to her that same day (and our IT consultant has verified that the email was in fact delivered). See enclosed email **“Attachment A”**.

--I trusted that my letter was delivered, however I could not verify that since the Township Board does not post their meeting packets in the same place as the Planning Commission on their website. I also thought the packets might be available for those who attend the Board meetings in-person but that was not the case either. --A few weeks after the meeting, I was shown where the packet could be accessed—but I did not see my letter nor any other letters from another business owner in the packet either—which is odd given the Township’ comments in the attached emails (summarized below) about their receiving at least two letters (mine and another letter). So, I am curious if there were 2 letters that were submitted but failed to be provided to the Trustees?

--During the Oct 9 meeting many property owners were concerned about their properties actually being “opted out” or left out of this potential change. They were told at the meeting that their properties were already excluded, and the map showed it. However, how were those property owners to know that. The township had not communicated with them at all prior and there were no copies of that map (or packet) available at that meeting.

--During the public hearing portion of the Oct 9 Board meeting I referenced my letter but could tell that the Board members did not know what I was referring to. I asked if they had received my letter and they said they had not. Why not??

--During that meeting Dan Wells admitted more than once that it was his fault the letter was not included, and he took responsibility for it.

--During the meeting when Trustee Fryling was making the case to table this topic since they had not received my letter Dan Wells stated that everything that was in the letter had already been discussed tonight so there was not a need to wait and see the letter.

--The next day I emailed a copy of my letter to Rod Weersing. Rod claimed that he and Kim “did a search of her email with her, and we don’t see anything from you hitting her account”. See enclosed chain of emails **“Attachment B”**. I questioned that statement since Dan Wells had apologized the night before and said it was his fault it was not included---why would he say that and how could it be his fault if the letter never even made it to the Township? He also stated that there was nothing in the letter that had not already been discussed that night---how could he know what was in the letter if it never made it to the Township?

--When I continued to ask Rod some of those questions in the enclosed emails, he responded----"I mentioned that I didn't want to speak to what Dan was thinking, but since you asked again, I will speculate. The Township did receive another letter from a business in Dutton that had been forwarded to the Board. He may have thought that was the letter you were referring to."

--When I went back and reviewed the board packet for the 10-9-23 meeting that was posted on-line, I was not able to locate this "other letter" that the Rod stated the Township had received.

Open Questions:

So now I and many others have a whole lot of questions and concerns that go far beyond this current zoning issue, including, at a minimum, the following:

- The Board members are not being given all the relevant information in the matters they are reviewing and acting upon?
- How can the Board effectively carry out its duties without all the relevant information?
- Why were the two letters submitted to the Board kept out of the agenda packet?
- Should we assume this is the only time that information has been kept from the board?
- Are we to assume this is the only time that the public has not been well informed about the Township's actions?
- Are we to assume this is the only time the public was told one thing only to be told something else once pressed on it month later?

Thank you for your consideration of these issues and I look forward to further discussing these matters at the next Township Board meeting.

Sincerely,

Steve Van Laan

From: [Steve VanLaan](#)
To: kim.triplett@gainestownship.org
Subject: Letter for the Board of Trustees
Date: Thursday, September 28, 2023 4:15:32 PM
Attachments: [Letter to Gaines Township Board 9-28-23.docx](#)

Good afternoon Kim,

Attached is the letter that I spoke with you about earlier today.

I would like this to be included in the Trustees packet for the Oct 9 meeting please.

I am also wondering if you can email this letter directly to the Trustees as well? I ask that because one of the Trustees mentioned at the last meeting that if I was going to submit a letter they would like to receive it the sooner the better so they had more time to review it.

Thank you for your help on this and please let me know if there is anything additional that I need to do with this

Thank you

Steve Van Laan



3240 68th Street, Dutton, MI 49316

p 616-554-3500 | f 616-554-0977

VanLaanSupply.com

Charter Township of Gaines
Township Board of Trustees
8555 Kalamazoo Ave., SE
Caledonia, MI 49316
Dear Members of the Board,

I am writing today to have entered into the record my concerns regarding the proposed rezoning of multiple parcels on 68th Street. While we have requested that all properties owned by Van Laan Real Estate LLC, Van Laan Concrete Construction, Inc., or any related parties be excluded from this zoning change, I still have concerns about the impact this proposal will have on the business community in Dutton.

Why are we doing this?

I have not yet heard a good explanation on why we are doing this or what we are trying to accomplish. Now that over half of the properties have “opted out” it is making the zoning map messy and inconsistent. I was told this was to follow a master plan. When I questioned what the “master plan” for the Dutton area was, I was told it was to restore the area to its historical design. This confused me because the businesses that this plan would be pushing out have been here for decades, in some cases generations—so it seems like those businesses are a major part of Dutton’s history. However, Mr. Wells explained at the July Planning Commission meeting that the history he was referring to was the design of the 1920’s and 1930’s, “before the rise of the automobile”. Looking at how the Dutton area has developed over the last century; this seems like an odd goal to me.

I have a lot of questions and concerns about how this process has played out thus far. Beginning with communication, the letter sent to property owners did not contain critical information about the proposal. In fact, it didn’t even go to every property being affected. Specifically, there was nothing in the original letter (or fact sheets that we did not receive until we asked) regarding property owners being able to “opt out”. This only came out after we continued to ask questions of Dan Wells. The only other property owner that knew anything about this was Steve Jansen (Dutton Auto Body) because he had continued to ask questions of Dan regarding a potential addition (that he was not being allowed to do). Other property owners had no idea about the possibility of “opting out”. At the July Planning Commission meeting several property owners asked questions about “opting out” because this was the first they had heard of the option. However many others did not know because they had never received a letter (example—The “Post” daughters from the most recent meeting)? During the public comment portion of the meeting, several property owners asked to be added to the “opt out” list. Dan Wells then attempted to talk them out of that. While I understand that the township performed the legally required minimum communication, the Township Board needs to understand that as business and property owners we do not have the time or resources to constantly be searching for information on what the township might be up to.

Another concern I have is with so few people having input in the process. In July there were only 4 members of the Planning Commission present for the Public Hearing—they then voted to table the proposal. In August only 3 of those 4 members were present (along with 2 more members that were not present at the July meeting). This group then voted to send this motion to the Township Board for approval. This motion was made by 5 individuals but only 3 of them had the full benefit of hearing from the public and all the concerns raised then.

I have attended 5 of the last 7 Planning Commission meetings. After attending these meetings, it has become apparent to me that most of the decisions and assumptions are being made by either very few people or in many cases just one person. Often much of what I hear is not very accurate to what is actually going on in Dutton. I think gathering more input from people that spend a lot of time in the Dutton area (home or work) would be a much wiser approach than making too many assumptions on what the issues may or may not be. For example, Ada Township held a series of meetings with township officials, business owners, residents, and visitors to develop a clear vision and gain buy in from stakeholders prior to moving forward with the Ada Village concept.

Something I already stated to you at your last meeting, is you need to provide in writing what the “opt out” means. This option has only been discussed verbally and has created a fair amount of confusion. Adding to this confusion is that Dan Wells has been stating since July that any property owners can just “opt out” of the proposed rezoning and that “the township would never just rezone someone’s property that didn’t want to”. Then in a phone conversation with Dan Wells on September 26 it came out that this “opting out” is only a request and that the township can still rezone properties despite the request--- a direct contradiction to what Dan has been telling property owners for months. The only way to eliminate confusion, and the mistrust it has created, is to definitively state in writing what options property owners have at their disposal.

In addition to defining what “opt out” means in the near term, we need further clarification on what rezoning would mean for property owners long term. For example, if we were to sell our property, or our business down the road, could the new owner continue to operate as the business has historically? What if a business needs to expand, how would that be impacted?

Dutton has historically been a business/industry community. In fact, there is an industrial Drive/Park on both ends of the town only about a ½ mile apart. So then trying to create this type of Village Center area right in between those two industrial parks does not seem like the right place for it.

Over the last several years, Gaines Township has brought large businesses such as Amazon, Coca Cola, Old Dominion, etc. to the 68th street corridor. These businesses have generated thousands of jobs, which has in turn created an exponential increase in commuter traffic along 68th Street. If a Village Center is something that Gaines township wants, 68th Street is not the right place for it. It should not be located on such a busy main road. A small “side street” area off a main road would be a better setting, especially for “sidewalk dining” and some of the other things I have heard referenced. A good example is Ada Village. They have something like what I think is being dreamed of here. However, they did not put it right on Fulton Ave, but rather on small side streets.

The Dutton business community has already felt the negative impact of these proposed changes. A prime example is the Giar building on 68th street. The sale of this property has fallen through three times due to the potential buyers discovering what the township is attempting to do to the property through rezoning. Other Dutton businesses have attempted to expand or renovate in the last year, only to be blocked by zoning issues. These improvements would have resulted in eliminating old and out-of-date structures, and replacing them with updated, appealing buildings. These improvements would have also resulted in additional jobs being brought to Dutton. We have been told we will be “grandfathered in” and can continue to operate as we have, however simply operating as we have been does not allow us to update and expand as necessary to remain competitive.

Our business has operated in Dutton for over 60 years. We have invested deeply in this community, both financially and personally. We have provided jobs for hundreds of families in the community. Many of our employees have been with us for over 20 years and some over 40 years. And we are not alone. To now put our business and others in the Dutton community in a position where they struggle, move, or possibly close, forcing long-term employees to find other work, is not right.

If Gaines township really believes that this is what should go in the Dutton community, it is being gone about in the wrong way. If someone really wants to build something along the lines of the proposed "Village Center" let's let it happen the natural way. Developers or investors can approach the current property owners to partner with them to develop or purchase their property. If the project does not conform to current zoning but does fit what the Township would like to see in a Village Center, then the township could grant them a special use permit. In other words, if someone really wants to build something like this let's address it, and potentially allow it, when it is a real possibility instead of blanket rezoning of an entire community just on the "hopes/thoughts" that maybe someone will want to do this someday.

This process has been frustrating, time consuming and expensive for property owners. The misinformation and lack of information provided by the township has forced us and other property owners to spend time and money researching, getting legal advice, attending meetings, and digging for answers. It all could have been avoided with better communication from the township.

I have more to say and other points I would like to make but I feel this letter has already gotten fairly long and I am afraid if it gets longer some of the points will be lost. So I will stop here for now.

I respectfully ask that you consider my, and all property owners', concerns when deciding on this proposal. I also ask that you provide us with the written explanations that I have requested.

Sincerely,

Steve Van Laan

From: Rod Weersing <rod.weersing@gainestownship.org>
Sent: Thursday, October 12, 2023 11:42 AM
To: Steve VanLaan <steveVL@vanlaan.com>
Cc: Robert DeWard <robert.deward@gainestownship.org>
Subject: RE: Letter for the Board of Trustees

Steve,

Good morning. I apologize for the delay in getting back to you. I was in meeting all of yesterday afternoon as well as this morning.

I mentioned that I didn't want to speak to what Dan was thinking, but since you asked again, I will speculate. The Township did receive another letter from a business in Dutton that had been forwarded to the Board. He may have thought that was the letter you were referring to. You may reach out to him for further clarification if needed.

Here are the email addresses for the Township Board:

Rob DeWard, Supervisor – Robert.deward@gainestownship.org
Michael Brew, Clerk – Michael.brew@gainestownship.org
Laurie Lemke, Treasurer – laurie.lemke@gainestownship.org
Tim Haagsma, Trustee – timhaags@gmail.com
Bob Terpstra, Trustee – Terpstra.bob@gmail.com
Kathy VanderStel, Trustee – Kathy.vanderstel@hotmail.com

Dan Fryling, the fourth Trustee, does not have an email address on file with the Township. We print things off and put them in his mailbox and text him to let him know.

Be sure to let me know if there is anything else that I can do to help.

Best regards,

Rod

Rod Weersing
Township Manager
rod.weersing@gainestownship.org
8555 Kalamazoo Ave SE
Caledonia, MI 49316
616-656-0181



From: Steve VanLaan <steveVL@vanlaan.com>
Sent: Wednesday, October 11, 2023 12:00 PM
To: Rod Weersing <rod.weersing@gainestownship.org>

Cc: Robert DeWard <robert.deward@gainestownship.org>

Subject: RE: Letter for the Board of Trustees

Good morning Rod,

Sorry, but parts of your explanation below do not make sense to me. Dan made it pretty clear more than once Monday night that he had received my letter.

1. He said it was his fault it was not included---how could it be his fault if he never received it?
2. He said most everything that was in the letter was already talked about during the meeting---how could he know what was in the letter if he never received it?

If you wouldn't mind could you please send me email addresses for each of the Board Members?

Since this subject continues to develop and change I may need to write another letter before the November meeting---and this time I want to make sure that it truly gets into the hands of the Board Members.

Thank you

Steve Van Laan



3240 68th Street, Dutton, MI 49316

p 616-554-3500 | f 616-554-0977

VanLaanSupply.com

From: Rod Weersing <rod.weersing@gainestownship.org>

Sent: Tuesday, October 10, 2023 4:56 PM

To: Steve VanLaan <steveVL@vanlaan.com>

Cc: Robert DeWard <robert.deward@gainestownship.org>

Subject: RE: Letter for the Board of Trustees

In following up with Dan and his assistant Natalie, they also do not show record of receiving the letter. I can not speak to what Dan was talking about last night. I appreciate the information that you have provided and that you are not trying to level any accusations. I don't believe that anyone was intentionally withholding information from the Board. I do believe that my staff knows that I would take that type of action very seriously and that it would not bode well for them.

Again, I apologize for this situation.

Rod Weersing

Township Manager

rod.weersing@gainestownship.org

8555 Kalamazoo Ave SE

Caledonia, MI 49316

616-656-0181



From: Steve VanLaan <steveVL@vanlaan.com>

Sent: Tuesday, October 10, 2023 4:38 PM

To: Rod Weersing <rod.weersing@gainestownship.org>

Cc: Robert DeWard <robert.deward@gainestownship.org>

Subject: Re: Letter for the Board of Trustees

Thank you Rod,

I did not leave the hard copies since she instructed me just to email them.

Also the letter must have gotten to some folks because Dan Wells mentioned a couple times last night that it was his fault for not including it in the packet. He also mentioned during the meeting that there wasn't anything in the letter that had not already been communicated during the meeting—so clearly he was stating that he had received it and read it.

He also apologized to me after the meeting for not including it in the Board Members packets.

I am trying very hard not to accuse anyone of anything—but it sure seems to all point to that my letter was left out of the packet and kept from the Board Members on purpose.

Makes me the wonder if anything else is being kept from them as well?

Like I said I am trying to not level any accusations but I also can't help but wonder based on everything that has gone on.

Thank you

Sent from my iPhone

On Oct 10, 2023, at 4:08 PM, Rod Weersing <rod.weersing@gainestownship.org> wrote:

Steve,

Good afternoon.

I wanted to follow up with you about the original email that you sent. Kim, who you sent the email to, remembers talking to you when you came in. She did not recall receiving anything from you. I did a search of her email with her, and we don't see anything from you hitting her account. I have not been able to track down the hard copies that you brought in.

I apologize for this issue. This, of course, is not my expectation for how the office is operated.

Be sure to let me know if there is anything else I can do for you.

Best regards,

Rod

[Rod Weersing](#)

Township Manager

rod.weersing@gainestownship.org

8555 Kalamazoo Ave SE

Caledonia, MI 49316

616-656-0181



From: Steve VanLaan <steveVL@vanlaan.com>

Sent: Tuesday, October 10, 2023 6:25 AM

To: Rod Weersing <rod.weersing@gainestownship.org>

Subject: FW: Letter for the Board of Trustees

Good morning Rod,

Here is the email that I sent on September 28 and attached is the letter that went with it.
Some parts of the letter may not be as meaningful or make as much sense now that the discussion has continued last night----because this letter was written more than 2 weeks ago.
I would appreciate it if you would please respond to this email so that I know you received it—and thus know that this info will indeed reach the Trustees this time.
Thank you

Steve Van Laan



3240 68th Street, Dutton, MI 49316
p 616-554-3500 | f 616-554-0977
VanLaanSupply.com

From: Steve VanLaan
Sent: Thursday, September 28, 2023 4:15 PM
To: kim.triplett@gainestownship.org
Subject: Letter for the Board of Trustees

Good afternoon Kim,
Attached is the letter that I spoke with you about earlier today.
I would like this to be included in the Trustees packet for the Oct 9 meeting please.
I am also wondering if you can email this letter directly to the Trustees as well? I ask that because one of the Trustees mentioned at the last meeting that if I was going to submit a letter they would like to receive it the sooner the better so they had more time to review it.
Thank you for your help on this and please let me know if there is anything additional that I need to do with this
Thank you

Steve Van Laan



3240 68th Street, Dutton, MI 49316
p 616-554-3500 | f 616-554-0977
VanLaanSupply.com

--REPLY above this line to respond--

This ticket has been updated by Brad Kelley

Brad Kelley

11/6/2023 8:54 AM

BK

Good morning, Kim

The reports I mentioned Friday finished running over the weekend and I just checked the results. Outlook does show an email delivery from "steveVL@vanlaan.com" at the time indicated. However, it looks like the message was flagged and quarantined by Microsoft before it would have made it to your inbox. This generally happens when Microsoft security policies detect something on the email that possibly indicates spam, a virus, malware, or bulk-mail items.

Unfortunately, because we're beyond 30 days, the quarantined message has already been deleted, and we can't see the exact reason why it was flagged by Microsoft, nor can it be recovered.

I apologize for the inconvenience, but this does confirm that the email was sent at the time indicated. Did you have any further questions or is there any other way I can help?

Brad Kelley

Business System Solutions

IN (765) 742-3440 | MI (616) 776-0400 | TN (615) 819-0600



MEMO

Staff Communication

DATE: November 13th, 2023

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director

RE: Dutton & Division Corridor – Rezoning Request – General Commercial (C-2) to Neighborhood Commercial (C-1)

SUMMARY OF TOPIC:

Based on the vision for Dutton and Cutlerville areas outlined in the Master Plan to be Village Center and Residential Retail respectively, staff has prepared a list of properties in these areas that are currently General Commercial (GC) to be rezoned to Neighborhood Commercial (NC). The Planning Commission has recommended the Township Board consider approval of the rezoning of these specific parcels.

Neighborhood Commercial is identified in the Master Plan as compatible with adjacent residential uses, while General Commercial is not. Considering the proximity of residential neighborhoods in Cutlerville along Division, and pending residential growth of Dutton, the application of NC in these areas will create fewer nuisance conflicts in the long run due to the less intensive business uses allowed in NC.

General Commercial zoning is common along road facing parcels along Division from M-6 to 76th Street and on both sides of 68th Street in Dutton, but that zoning category has led to uses that conflict with historic development patterns that were pedestrian scale and primarily served the surrounding neighborhoods. An example of this is the creation of large parking lots in the front and side yards that create an unappealing pedestrian environment.

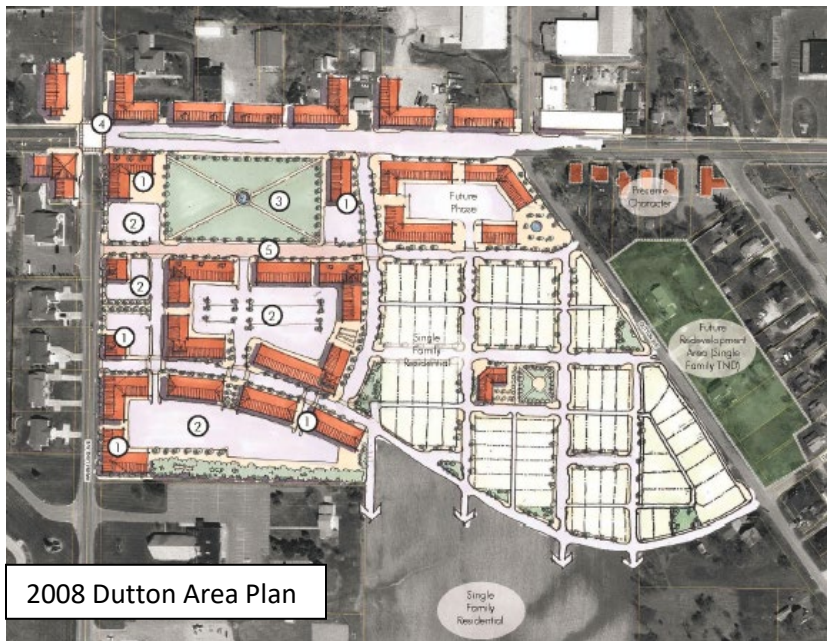
By applying the NC zoning, over time new development will be enabled to reinforce the smaller scale retail and commercial aspects of the neighborhoods which is in line with the vision for these areas outlined in the 2002 and 2008 Master Plans. The 2008 Master Plan specifically focused on Dutton and recommended development and redevelopment to be mixed use oriented and reinforce the historic character of Dutton.

From the Master Plan Neighborhood Commercial is described thus:

Small scale and designed to provide goods, restaurants, and services primarily to meet the needs of the immediate neighborhood and township residents. Facilities will be developed in harmony with the area's natural features and in a scale and form to encourage pedestrian and multi-modal access and to minimize auto-pedestrian conflicts. Modifications to existing roadways may require traffic calming and safety measures to fulfill this. Associated parking for Neighborhood Commercial will not have minimum standards, but will rely on market determination of need, and shared or public parking. (pg. 53)

Historically, this was the pattern of development in both the Dutton area and along Division until the 1950s when automobile infrastructure (e.g. wider travel lanes, wide medians, large parking lots) became prevalent. Rezoning the proposed parcels to NC will enable redevelopment and uses that are more in keeping with existing development patterns.

Since the Master Plan in 2008, Dutton has been planned to be redeveloped as a Village Center. Several goals and policies were defined in that Master Plan including;



- Promote mixed use development in traditional development patterns, and cluster and single-family development to provide a range of housing choices to attract workers to the area.
 - Create a “village center” along 68th Street that builds on the historic character of Dutton.
 - Provide businesses, entertainment, dining, cultural and recreation opportunities within the Dutton area to serve the workers and residents.
- Promote mixed use development near and/or within the same buildings including commercial, office and residential uses.
 - Promote compact, “traditional neighborhood” development and row houses near the historical center of Dutton. Encourage these neighborhoods to integrate with existing Dutton.
 - Consider ordinances, guidelines and incentives for redevelopment that result in preserving and enhancing Dutton’s village character.
 - Integrate new residential and commercial areas into existing Dutton to capitalize on its unique village character.

Despite the vision developed in 2008, no action has been taken to zone the area in Dutton to match the vision, and redevelopment in that manner has been minimal.

Staff has included REGIS maps of the Division Avenue Corridor and the Dutton neighborhood along 68th Street; the parcels highlighted in pink (enclosed) provide a visual representation of the parcels that are subject to the rezoning.

STANDARDS OF REVIEW

The request has been reviewed using the applicable review standards of Section 27.4, Review Standards for Amendments, which states:

In reviewing an application for the rezoning of land, whether the application is made without or with an offer of conditions (as in a conditional rezoning request), factors that should be considered by the Planning Commission and the Township Board include, but are not limited to, the following:

A. Whether the proposed rezoning is consistent with the policies and uses proposed for that area in the Township's Master Land Use Plan;

Meets standard. The 2023 Future Land Use Plan designates these parcels as either Retail Residential (in Cutlerville) or Village Center (in Dutton), both mixed use categories that integrate NC with adjacent and/or integrated residential uses.

Given that the proposed rezoning of the parcels is consistent with the Future Land Use Plan and 2023 Master Plan, this standard is met.

B. Whether all of the uses and structures allowed under the proposed rezoning would be compatible with other zones and uses in the surrounding area;

Meets standard. The Dutton and Division Corridors have been commercial areas for over one hundred years and were originally established as pedestrian oriented commercial corridors. In Cutlerville relatively dense neighborhoods are adjacent to commercial properties lining Division. An NC designation will allow uses that are more compatible with residential use in that proximity than GC.

Dutton is poised to have an influx of residential growth; NC will be more compatible with it in the long run. The corridor currently exhibits a mix of GC and NC zoning.

C. Whether any public services and facilities would be significantly adversely impacted by a development or use allowed under the requested rezoning;

Meets standard. All public services and facilities are currently available for commercial use and would not be adversely affected by the rezoning from General to Neighborhood Commercial.

D. *Whether the proposed zoning would be reasonable;*

Meets standard. The proposed rezonings are reasonable as both areas are planned for continued commercial uses, and the NC designation is a better fit to integrate with adjacent residential uses.

E. *Whether circumstances in the area have changed;*

Meets standard. These areas of Dutton and Division Avenue have been commercial in nature for over a hundred years. The Division corridor has been a very stable business area but has seen very little reinvestment over the last 20 years. Dutton will see an influx of residents over the next ten years as the Thornapple Farms subdivision will include at least 170 new homes.

F. *Whether the uses allowed under the proposed rezoning would be equally or better suited to the area than uses allowed under the current zoning of the land.*

Meets standard. The uses under Neighborhood Commercial versus General Commercial are similar except that car washes, general contractors, and gas stations would not be allowed or would become non-conforming on the rezoned parcels. NC uses are generally more compatible than GC to be located adjacent to residential uses as they have lower audial and visual nuisance qualities.

BUDGET ACTION REQUIRED:

N/A.

RECOMMENDATION:

On August 24th, 2023, after a public hearing the Planning Commission recommended the Township Board of Trustees approve the rezoning of the parcels based on the standards of 27.4 being met.

In general, Staff recommends that the Township Board rezone the listed properties from General Commercial to Neighborhood Commercial to bring them in line with the 2023 Master Plan.

Along Division Avenue, redevelopment will be enabled along segments of the corridor that fit the historic retail patterns and will consolidate NC zoning between Brownell and Gaines Street, and at the northeast corner of 76th.

With the planned development of the Thornapple Farms subdivision, Dutton is on the cusp of major changes and the Board must consider whether to rezone the recommended properties or leave them in the current zoning category. Rezoning the properties would enable development and redevelopment to occur in keeping with the 2008 and 2023 Master Plans. If the existing GC parcels are not rezoned to NC, it is a reasonable assumption that this stretch of 68th will become more like Kalamazoo in the 60th to 68th Street corridor than follow it's historical development pattern.

In consideration of rezoning the northern 9.83 acres of 3316 68th Street SE the Board should revisit how the vision for a mixed-use village center that has been planned for the area since 2008 would be enabled. It is the only parcel large enough to create a “main street” village atmosphere with automobile access and significant residential density to create a village center as outlined in the Master Plan.

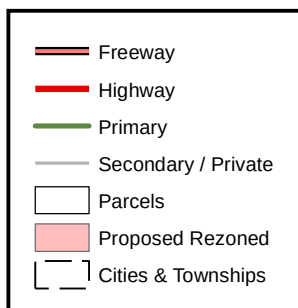
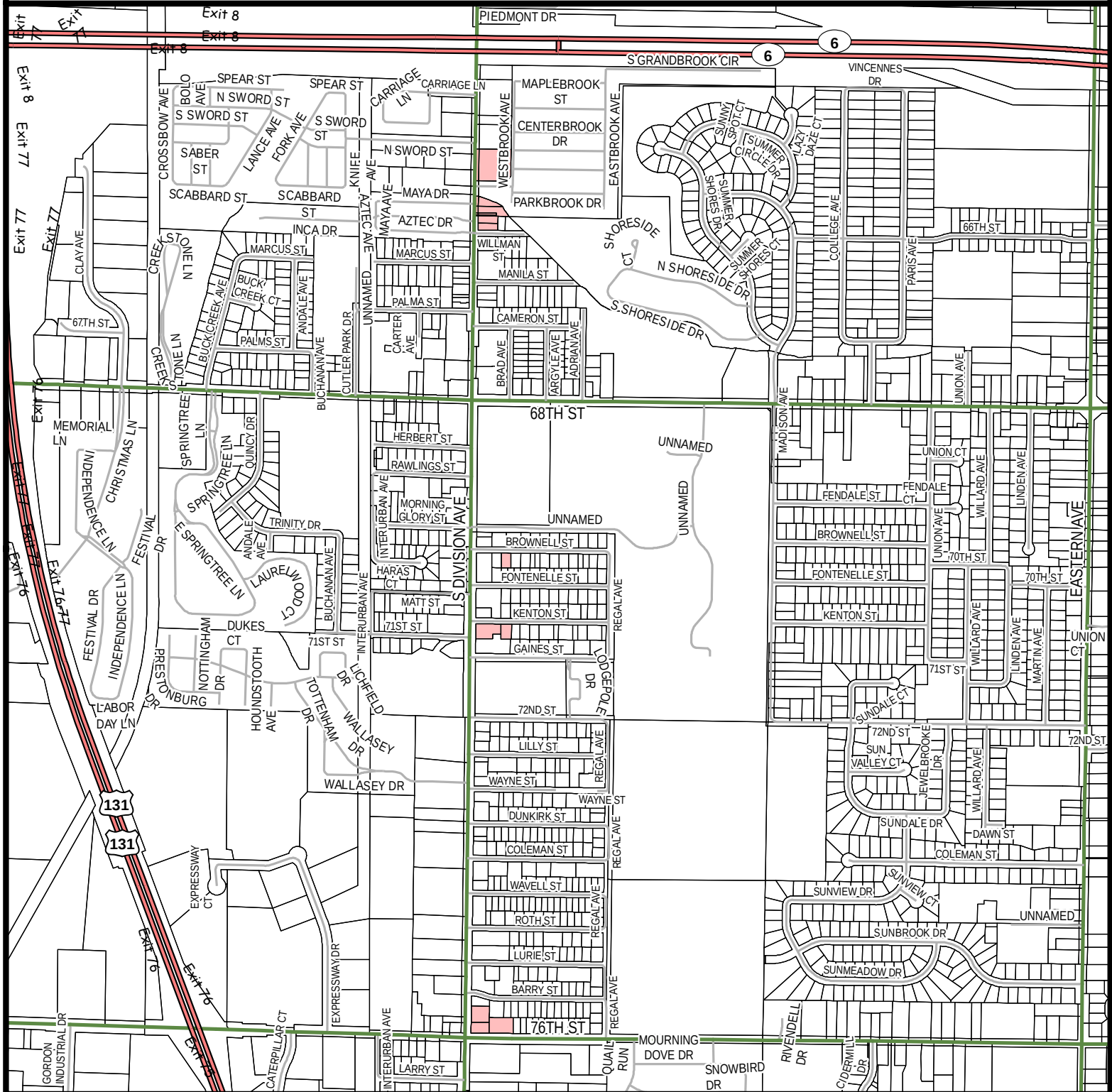
These parcels are arguably the only ones large enough to create a mixed-use development in the area and provide an alternative pedestrian environment to 68th Street, which is subject to heavy truck traffic and not conducive to a pedestrian environment.

The owners of 3526 and 3530 60th have also expressed interest in building a mixed-use building on those parcels, which is not possible under those parcels GC zoning.

If the zoning remains the same, it is likely that this parcel will be subject to single family residential development and the vision for a village center will not come to fruition. It is also an option to rezone some of the properties but not others.

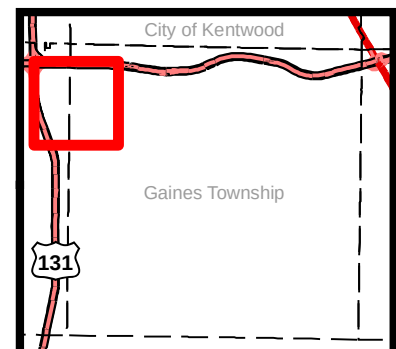
ATTACHMENTS:

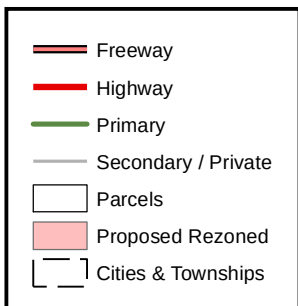
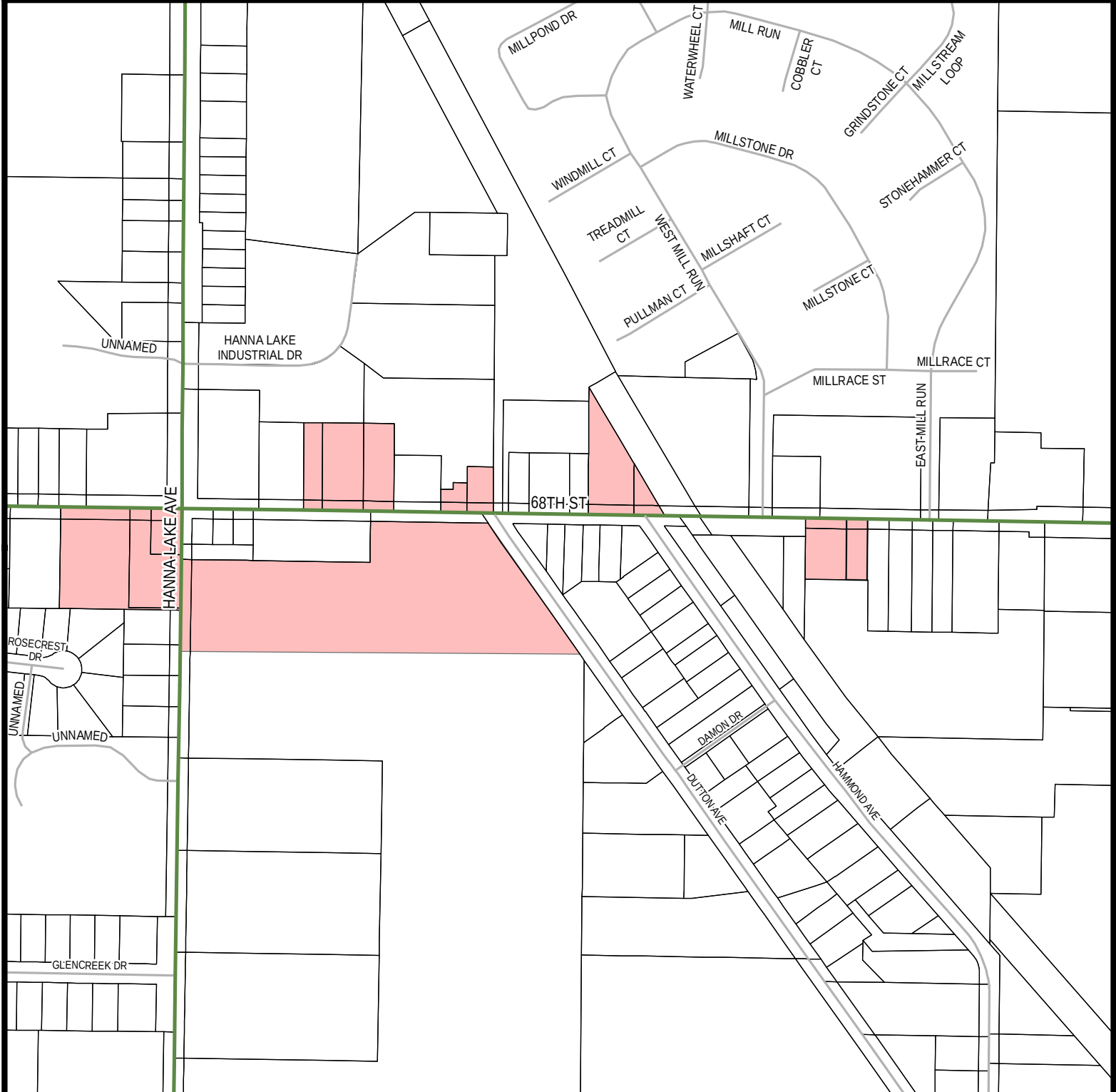
- Draft Ordinance
- Maps of Proposed Rezoned Parcels



Proposed Rezoned C-1 Properties

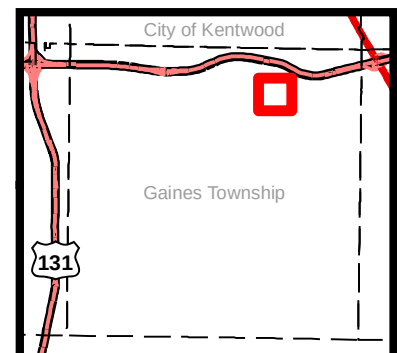
0 620 1,240 Feet





Proposed Rezoned C-1 Properties

0 250 500 Feet



**GAINES CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN
(ORDINANCE NO. ____)**

At a _____ meeting of the Township Board for Gaines Charter Township held at the Township offices on _____, 2023, beginning at ____ p.m., the following Ordinance was offered for adoption by Township Board Member _____, and was seconded by Township Board Member _____:

**AN ORDINANCE TO AMEND THE GAINES CHARTER TOWNSHIP ZONING
ORDINANCE AS PROVIDED FOR IN CHAPTER 27 THEREOF BY AMENDING
SECTION 1.6 AND THE TOWNSHIP ZONING MAP**

THE CHARTER TOWNSHIP OF GAINES (the "Township") ORDAINS:

Section 1. Amendment. The Gaines Charter Township Zoning Ordinance is hereby amended by the amendment of Section 1.6 thereof, the Zoning Map. The amendment includes;

- A. Rezoning twenty-three (23) parcels from General Commercial (C-2) to Neighborhood Commercial (C-1) in their entirety, and
- B. Rezoning the C-2, Office-Service (O-S), and Residential (RL-10) portions of one (1) multi-zoned parcel to C-1, and
- C. Rezoning the C-2 portion of one (1) dual-zoned parcel to C-1.

The parcels subject to the amendment are shown in Exhibit 1.

Section 2. Effective Date. This Ordinance shall become effective seven (7) days after a summary is published in a newspaper of general circulation within the Township.

The vote in favor of this Ordinance was as follows:

YEAS: _____

NAYS: _____

ABSENT/ABSTAIN: _____

ORDINANCE DECLARED ADOPTED

Township Board Ordinance No. 23-_____
_____, 2023

CERTIFICATION

I hereby certify that the above is a true copy of an Ordinance adopted by the Township Board for Gaines Charter Township at the time, date, and place specified above pursuant to the required statutory procedures.

Respectfully submitted,

By _____

Michael Brew

Gaines Charter Township Clerk

Exhibit 1

Address	Parcel #	Legal Description (If Multi-Zoned)
6522 DIVISION AVE SE	41-22-06-301-026	
6536 DIVISION AVE SE	41-22-06-302-001	
6544 DIVISION AVE SE	41-22-06-302-003	
6540 DIVISION AVE SE	41-22-06-302-002	
6550 DIVISION AVE SE	41-22-06-302-004	
6556 DIVISION AVE SE	41-22-06-302-005	
44 BROWNELL ST SE	41-22-07-151-007	
48 KENTON ST SE	41-22-07-153-008	
7100 DIVISION AVE SE (C-2 portion)	41-22-07-153-064	
7560 S DIVISION AVE	41-22-07-354-057	
7588 DIVISION AVE SE	41-22-07-354-058	
51 76TH ST SE	41-22-07-354-060	
3158 68TH ST SE	41-22-10-229-005	
3178 68TH ST SE	41-22-10-229-006	
6809 HANNA LAKE AVE SE	41-22-10-229-007	
3316 68TH ST SE (C-2, O-S, and RL-10 portions)	41-22-11-101-012	PART NORTH 1/3 PART OF NW 1/4 COM 610.50 FT S 89D 06M 15S E ALONG N SEC LINE FROM NW COR OF SEC TH S 0D 28M 55S W 165.0 FT TH N 89D 06M 15S W 610.50 FT N S 0D 52M 07S W ALONG W SEC LINE 300.0 FT TH S 89D 06M 15S E 1306.12 FT TH N 34D 53M 10S W ALONG W LINE OF DUTTON AVE. 574.16 FT TH N 89D 06M 15S W ALONG N SEC LINE 359.88 FT TO BEG * SEC 11 T5N R11W 9.83 A.
3526 68TH ST SE	41-22-11-131-002	
3530 68TH ST SE	41-22-11-131-003	
3419 68TH ST SE	41-22-02-301-053	
3411 68TH ST SE	41-22-02-301-111	
3345 68TH ST SE	41-22-02-301-044	
3333 68TH ST SE	41-22-02-301-060	
3291 68TH ST SE	41-22-02-301-041	
3273 68TH ST SE	41-22-02-301-040	
3265 68TH ST SE	41-22-02-301-108	



MEMO

Staff Communication

DATE: November 13th, 2023

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director

RE: Zoning Text Amendment– Chapter 7: Medium and High-Density Residential Zoning District

SUMMARY OF TOPIC:

The Planning Commission has recommended revisions to “Chapter 7: Medium and High-Density Residential Zoning District” to bring it into alignment with the 2023 Master Plan. Both the “Permitted Uses” and “Development Standards” were reviewed for each zoning category and draft changes have been made where adjustments are appropriate.

The current Residential-3 only includes apartments. The proposed amendment adds Village Neighborhood (VN) a mix of single detached and multiple family dwellings, all with individual entrances. This is an important distinction compared to multiple family housing (or apartments) that have shared entrances for two or more housing units. Apartments are proposed to be renamed Multi-Family Residential (MFR) and are subject to different setbacks depending on height. The current Residential-4 (mobile homes) are renamed Mobile Home Residential (MHR) but remain unchanged otherwise.

Village Neighborhood development will be on smaller lots than the Suburban Residential areas (currently RL-10 and RL-14) and must be served by utilities. The proposed changes also include requiring parks and open space amenities to be developed for the enjoyment and health of residents. Several new building standards are also included.

The proposed ordinance language allows for the development of housing in the “Village Residential” model laid out in the Master Plan. Previously the R-3 zone did allow for both townhouses and apartments but didn’t differentiate between the two types of

housing in terms of setbacks or development standards. Generally, Staff attempted to look at historical and existing development within the Township to inform suggested changes. For example, the Cutlerville area was developed in the 1930s and 1940s and was laid out with smaller (6200 – 7500 S.F.) lots in proximity to the business corridor. In some areas on the future land use plan Village Neighborhood is located adjacent to Neighborhood Commercial. Development in these areas is intended to place residents in proximity to service businesses which will help reduce some traffic congestion as the Township grows.

Summaries of the Master Plan descriptions of each zoning category are below.

Regarding the Village Neighborhood category:

The Village Residential is intended for residential uses just as the Suburban Residential area, but at moderately higher densities and incorporating two-family and multi-unit connected townhomes along with single family houses so that a neighborhood with mixed housing options is created. The Village Residential area is intended primarily for single family home development, both platted and unplatted, and may serve as a buffer between Suburban Residential and a variety of commercial or high density residential.

Apartments (MFR) are proposed to be treated differently to integrate multi-story buildings better into the Township. The Planning Commission recommends updating the setback and square footage requirements to be like other residential home types if apartments are two stories, and if three stories then they would need to meet more restrictive setbacks. This will have the effect of “stepping” a development with two stories around the property boundary and placing taller buildings at the center to avoid larger buildings looming over adjacent properties.

From the Master Plan:

The primary purpose of apartments is to house people in buildings with multiple dwelling units sharing a single entrance. They should be near commercial and recreational services, with good amenities and designs that are compatible with neighboring uses.

Multi-building apartment complexes may incorporate three story buildings, but only outside of a setback from property lines that would prevent a perception of looming buildings on the neighboring properties and rights-of-way.

SUMMARY OF CHANGES

Proposed alterations to the zoning ordinance “7.1 Description & Purpose” section are as follows:

1. Changed the “R-3/R-4” names to “Village Neighborhood” (VN), “Multiple Family Residential” (MFR) and Mobile Home Residential (MHR) which is easier to remember and more descriptive.

2. Note the differences between VN and MFR; VN with *single* entrances, and MFR with *shared* entries.

7.2 Permitted Uses Section:

1. Single family regulations follow those for low density residential.
2. Remove the “duplex” category, categories now are either “single” or “multi” with two or more units. Staff finds the term “duplex” unnecessary.
3. Number of units in the “nine-sixteen units” row has been increased to twenty-four units.
4. Additional regulations related to #2 above; applied a 150-foot setback from the property line if MFR (apartments) over two stories, and must offset the façade to prevent long monotonous walls.

7.3 Development Standards for Village Neighborhood:

No homes allowed without utility connections.

Minimum Lot Size: set to 6,500 Square feet for single detached home.

Minimum Lot Width: single detached home 50 feet, two or more units will be determined by home width plus 10 feet at ends, or at side street; this allows for townhouse site condos or plats to follow walls.

Front Yard Setbacks; reduced to 10 feet.

Side Yard, General; 5 feet minimum (requirement under fire code is 10 feet between buildings).

Street Side of a Corner Lot; reduced to 10 feet.

Rear Yard; reduced to 25 feet.

7.4 Specific Development Standards for the Village Neighborhood Zoning District

Stipulate that VN homes must be connected to utilities, and that driveways for multi-family must access collector roads rather than enter onto a primary arterial (e.g. 68th St, or Hanna Lake).

Stipulate that multi-unit homes can't add driveways onto major arterial roads. This has become a safety concern over the last few years.

Ensure housing diversity by stipulating certain percentages of detached vs attached house types, with a discretionary amount to be determined by the developer to react to market demand.

Added some specific parameters to require Traditional Neighborhood Design for VN; front porches with design elements, parking to the rear for attached homes. Added design guidelines regarding building materials and some physical layout standards.

Single or Two Family; similar as above but allow front garages. Garages must be recessed from the front building line, have decorative elements, and width limits are specified.

Building standards added; requirements for windows on walls, wall materials requirements for first and second floors. Requirement added to break up large expanses of walls with decorative elements to reduce monotony.

7.5 Development Standards for the “Multi Family Residential” Zoning District

Minimum Lot Size: Single family homes set to 6,500 SF like the VN district. Use a baseline lot size of 6,000 SF and add 2,000 SF per unit for multi-unit buildings.

Setbacks: Suggest using height to determine setbacks; 15 front/8 side/35 rear for two story buildings as in single family districts.

After PC consideration and zoning ordinance committee meetings, a 150-foot front/side/rear for 3 story apartments has been determined to be appropriate. Single- or two-story apartments would be allowed closer to the property boundary allowing use of the entire property.

7.6 Open Space Requirements

This is a new addition that establishes specific acreage requirements for open space based on a fraction of an acre per dwelling unit. After discussing the issue with Planning Commission and developers, a multiplier of 0.01 acres per unit and capping the size of required open space at 1.5 acres was determined to be adequate to serve new developments. For perspective, a football field is about 1.3 acres. The cap is recommended because park space larger than that may be difficult and overly expensive for HOAs to maintain.

The acreage could be made up of maintained park space, or preserved natural features, but does not include undevelopable lands in keeping with long standing practice.

FINANCIAL IMPACT:

The text amendment is not anticipated to have a direct financial impact on the Township.

BUDGET ACTION REQUIRED:

N/A.

PROCESS:

The Planning Commission has reviewed the proposed text amendment and held a public hearing. The Planning Commission recommended the Township Board of Trustees consider approval of the amendment to the zoning ordinance.

STAFF RECOMMENDATION:

Staff requests the Board review the proposed amendment to the Zoning Ordinance and direct staff to make modifications where it's necessary. If desired changes are substantial, the Board may direct Staff to send the changes to Planning Commission for further review.

If desired, the Board may set a public hearing to consider the amendment.

CHAPTER 7

Medium and High Density Residential Zoning Districts

Section 7.1 Description and Purpose

This Chapter presents the regulations of three Zoning Districts: the Village Neighborhood (VN), Multiple Family Residential (MFR) and the Mobile Home Residential (MHR). The intent of these districts is to establish medium and high-density residential neighborhoods that create neighborhoods that are safe, livable, attainable, and sustainable, and create a sense of community. Each home contributes to a neighborhood's context. Building placement, design, and parking location are all components that affect how walkable and safe a neighborhood is for children, the elderly, and the general community. Front porches, windows, and entries provide "eyes on the street" that contributes to the safety and security of a neighborhood.

- A. **Village Neighborhood (VN)**- This zoning district is intended to provide a residential mix of single and multiple family dwellings, all with individual entrances.
- B. **Multiple Family Residential (MFR)**: This zoning district is intended to provide a residential mix of single family detached, and multiple family dwellings, with individual or shared entrances.
- C. **Mobile Home Residential MHR**: This Zoning District is intended to establish neighborhood areas which because of site conditions, land use compatibility and the availability of necessary public services and facilities, are best suited to permit high density single-family residential development where Mobile Homes and similar manufactured Dwellings may be permitted as principal Dwellings.

Section 7.2 Table of Permitted Uses

The following abbreviations apply to the Table of Permitted Uses

- P: The use is permitted by right in the district
- SPU: The use is permitted only if the Planning Commission grants a Special Use Permit for it after finding for applicable standards in this chapter and Chapter 19.
- NP: The use is not permitted in the district.

Use	Zoning Districts			Additional Use Regulations
	VN	MFR	MHR	
Residential Uses				
Detached Single Family Dwelling	P	P	NP	Section 7.6
Attached Accessory Dwelling	SPU	SPU	NP	See Section 19.9(D).
Two to Eight Unit Buildings	P	P	NP	Section 7.6

Gaines Charter Township – Zoning Ordinance

Use	Zoning Districts			Additional Use Regulations
	VN	MFR	MHR	
Nine to Twenty-Four Unit Buildings	SPU	SPU	NP	1. Section 7.6 2. 16–24-unit MFR buildings must be constructed with a 5-foot minimum offset or corner to break up the long elevation.
Bed and Breakfasts	SPU	SPU	NP	See Section 19.9(E)
Mobile Home Parks	NP	NP	P	Subject to Chapter 25 “Site Plan Review”
State Licensed Residential Facility	P			
Foster Family Home	P			
Foster Family Group Home	P			
Institutional Uses				
Private Cemetery or Burial Ground	SPU	SPU	NP	See Section 19.9(F).
Nonprofit Organization	SPU	SPU	NP	
Place of Religious Worship	P			- Principal access must be from a primary arterial or collector street. - The minimum setback for both side and rear yards is 50 feet. - Maximum lot coverage of buildings or structures is 35%.
Schools	P			
Home Occupations	P			See Section 20.8 “Home Occupations”
Public Libraries, Museums, and Community centers	SPU	SPU	NP	See Section 19.9.
Public Parks or Preserves	P			
Outdoor recreational facilities	SPU			Specifically includes athletic fields, rinks or courts, golf courses, and similar activities – See Section 19.9(L).
Utility substations, and switching stations	SPU			See Section 19.9.
Other Uses				
Adult Day Care Home	P			
Adult Foster Care Small Group Home	SPU			See Section 19.9 (S)
Family Child Day Care Home	P			
Group Child Day Care Home	SPU			
Child Day Care Center	SPU			See Section 19.9 (T)

Section 7.3 Development Standards for the “Village Neighborhood” Zoning District

Development Standard	
Minimum Lot Size (square feet)	
Single Family	6,500
Two or More Units	4,000 per unit
Minimum Lot Width (feet)	

Gaines Charter Township – Zoning Ordinance

Single Family	50
Two or More Homes	Home width + 10 feet at ends, or side street
Minimum Setbacks (feet)	
Front	10
Side	5 (zero if adjoining walls are fire protected)
Street Side	10
Rear	25
Reduced front and side setbacks may be authorized through the special land use process for properties within Sections 6 and 7 of the Township. See Section 4.20 Setback Averaging.	
Accessory Buildings: one detached 484 SF garage allowed, others must meet Residential Accessory Uses ordinance.	
Minimum Floor Area Requirements	
Single-family dwellings	• One story with full basement: 1080 square feet on first floor. • Two story with full basement: 650 square feet on the first floor above grade and 1200 square feet total above grade. • All other units (including bi-level and tri-levels): 1200 square feet total living area (includes basement).
Multi Family Dwellings	• One story: 720 square feet per dwelling unit. • More than one story: 820 square feet per dwelling unit.
Maximum Building Height	35 feet or 2.5 stories, whichever is less.

7.4 Specific Development Standards for the VN Zoning District

- A. All VN housing shall be connected to water & sewer utilities and be fronted with sidewalks.
- B. Multi-unit homes shall not directly access a primary arterial road.
- C. For developments of eleven or more units the following unit mix will be used.

Number of Units	Single Family Detached	Single Family Attached	Discretionary
0-10	Any	Any	Any
11+	60%	20%	20%

D. Single Family Detached Homes

- i. All residential units shall provide a pedestrian door facing the front lot line accessing the first story (front door may be elevated) if single family detached along with a paved walk connecting to the public sidewalk.
- ii. Each unit's front elevation must feature a street-facing porch five (5) feet in depth minimum, and the porch(es) will be a minimum 40% of the total length of the street-facing building façade.
- iii. If a garage door is located on a front setback facing elevation, it must be set back 5 feet from the building foundation line and feature a pent roof, or other projecting decorative element (e.g., awning, trellis, balcony, etc.) extending the width of the garage door(s). A single bay door must be a maximum

of nine (9) feet wide, and a two-bay door must be a maximum of sixteen (16) feet wide. If two doors are present, they must be divided by a minimum one-foot-wide column. The garage may also be in the rear yard, have side yard access, or face back lot line (alley access) with no width limits.

E. Two or More Units

- i. All residential units shall provide a pedestrian door at ground floor level. If garage is located to the rear or side, a paved walk shall be provided connecting to the public sidewalk.
- ii. Each pedestrian door must feature a stoop, covered entry, portico, or porch, along with a paved walkway connecting to a public sidewalk.
- iii. Garage must be in rear yard (with access via a side driveway or shared courtyard) or face back lot line (alley access).

F. Building Standards

- i. Window transparency; a minimum 10% transparency on all house façades. Garage door windows do not count for transparency requirements.
- ii. First story wall materials; on all street facing façades must consist of exterior rated brick veneer, stone veneer, wood, or fiber cement siding.
- iii. Vinyl siding certified by the Vinyl Siding Institute with a thickness of 0.44mm or greater is required.
- iv. Non-street facing façade wall materials shall be visually divided by the use of belt coursing, awnings, windows or similar treatments to avoid large expanses of monotonous walls.
- v. Accessory buildings (including detached garages) with more than 200 square feet of floor area shall be designed to be compatible with the house by using consistent materials, detailing, and roofline, as determined by the Planning Director.

Section 7.5 Development Standards for the “Multi Family Residential” Zoning District

Development Standard	Square Feet
Single Family	6,500*
Single Family (without public sewer)	21,780*
Two to Twenty-Four Units	6,000 SF + 2,000 per unit
* Must meet standards under 7.6	
Reduced front and side setbacks may be authorized through the special land use process for properties within Sections 6 and 7 of the Township. See Section 4.20 Setback Averaging.	
Minimum Setbacks (feet): 1-2 story	
Front	15
Side	8
Street Side	8
Rear	35

Minimum Setbacks (feet): 3 story	
Front	150 for all
Side	
Street Side	
Rear	
Reduced front and side setbacks may be authorized through the special land use process for properties within Sections 6 and 7 of the Township. See Section 4.20 Setback Averaging	
Minimum Floor Area Requirements	
Single-family dwellings	• One story with full basement: 1080 square feet on first floor. • Two story with full basement: 650 square feet on the first floor above grade and 1200 square feet total above grade. • All other units (including bi-level and tri-levels): 1200 square feet total living area (includes basement).
Multi Family Dwellings	• 720 SF per dwelling unit • More than one story 820 square feet per dwelling unit
Maximum Building Height	35 feet or 2.5 stories, whichever is less.

7.6 Specific Development Standards for the MFR Zoning District

- A. Pedestrian entry door must feature a stoop, covered entry, portico, or porch, along with a paved walkway connecting to the sidewalk.
- B. Window transparency; a minimum 10% transparency on all façades. Garage door windows do not count for transparency requirements.
- C. First story wall materials; on all street facing façades must consist of exterior rated brick veneer, stone veneer, wood, or fiber cement, or similar siding.
- D. Vinyl siding certified by the Vinyl Siding Institute with a thickness of 0.44mm is required.
- E. Non-street facing façade wall materials shall be visually divided by the use of belt coursing, awnings, windows or similar treatments to avoid large expanses of monotonous walls.

7.7 Public Park Requirements for VN and MFR Residential

In a multi-parcel development, parks and/or preserves are considered a necessary part of community infrastructure. Parks or Preserves will be maintained by an entity other than the Township unless agreed via resolution by the Township Board of Trustees. Parks do not include undevelopable land (e.g. wetlands, steep slopes, setbacks, dedicated easements or right-of-way) but may include;

- Stands of preserved mature trees with a maximum 1:3 width:depth ratio.
- Maintained portions of paved trail systems, even if they pass through otherwise undevelopable areas. Paved trail design must be approved by the Township Engineer.
- Areas or structures maintained for the enjoyment of otherwise undevelopable land that has recreational or aesthetic qualities (e.g. dock or boat launch on a waterbody).

The following shall be set aside for public recreational use at the following scale:

Number of Housing Units	Acreage at 0.01 acres per housing unit	Suggested Amenities
0 – 10	None required	None required

Number of Housing Units	Acreage at 0.01 acres per housing unit	Suggested Amenities
11 – 25	0.11 to 0.25 acre	Limited play equipment, seating, shelter or pavilion, fitness equipment
26 – 50	0.26 to 0.5 acre	Playground, picnic area, splash pad, grill area, fitness equipment
51 – 100	0.51 to 1.0 acre	Dog parks, walking/jogging paths, ball courts, dedicated parking
101 – 150+	1.01 to 1.5 acres (max required)	Skate facilities, ball field, toilet facilities

The Planning Commission may waive a portion of the park requirements, if it finds that there is an equivalent investment in some other form of public amenity.

SECTION 7.8 Specific Development Standards for “MHR” Zoning District

All Mobile Home Parks shall be in conformance with all State laws and regulations governing Mobile Home Parks except as the same may be modified by the following conditions and requirements:

A. Setbacks and Buffers:

No Mobile Home or permanent Building shall be located closer than thirty-five (35) feet to a public right-of-way nor closer than ten (10) feet to: (1) another Mobile Home Park; or (2) a boundary line which is adjacent to or part of a Type II Buffer. In all other cases no Mobile Home or permanent Building shall be located closer than twenty (20) feet to the Mobile Home Park boundary line.

B. Minimum Site Area:

Each site within the Mobile Home Park shall have a minimum area of five thousand five hundred (5,500) square feet, provided; however, that said minimum site area may be reduced by not more than twenty percent (20%) if for each square foot of land gained through the reduction of the site below five thousand five hundred (5,500) square feet at least an equal amount of land shall be dedicated as open space.

C. Corner Sites:

No fence, Structure or planting over thirty (30) inches in height shall be located on any corner Mobile Home site within a triangle shaped area bounded on two sides by the edges of the adjacent internal roads and on the third side by a line drawn connecting the first two sides not less than forty (40) feet from the intersection of said interior street edges.

D. Street Requirements:

If two-way traffic is to be accommodated, the street pavement width shall be no less than twenty-four (24) feet. If only one-way traffic is to be accommodated, the street pavement width shall be no less than twenty (20) feet.

E. Parking Requirements:

Parking shall be provided in off-street parking bays with at least two (2) parking spaces for each site within the Mobile Home Park. Each parking space shall be not less than two hundred (200) square feet in area. Each parking bay shall be conveniently located in relation to the site for which it is provided. In addition to the two (2) required off-street parking spaces, one (1) additional parking space is permitted on each site provided it is hard surfaced and contains at least two hundred (200) square feet of area.

F. Access Streets:

Each Mobile Home Park shall be designed and located so that at least two (2) access streets provide a continuous route of travel throughout the park and provide exclusive access to a Primary arterial as designated on the Gaines Township General Development Plan, as amended. Except for restricted designated emergency exits, no ingress and egress shall be provided via neighborhood collectors, cul-de-sacs, or other local streets. No Mobile Home Park access street shall be located closer than one hundred twenty-five (125) feet to the intersection of any two (2) public streets; provided, however, that for double street or boulevard type access points the minimum distance to the intersection of any two (2) public streets shall be two hundred (200) feet.

G. Mobile Homes Sales:

The selling of new and/or used Dwellings as a commercial operation in connection with the operation of a Mobile Home Park is prohibited. Dwellings located on sites within the Mobile Home Park may be sold by the owner of the Dwelling or operator of the Park.

H. Underground Utilities:

All private and public utilities shall be installed underground.

I. Site Improvements:

Each dwelling shall be installed in accordance with the adopted Township Building Code, or in the case of mobile homes, shall be provided with a continuous pad of four (4) inches thick concrete running the full length and width of the mobile home or a twenty-four (24) inch wide strip of concrete not less than six (6) inches total thickness beneath the entire perimeter of the mobile home with four (4) inches of compacted sand. In addition, each Mobile Home shall be installed pursuant to the manufacturer's set up instructions and pursuant to Rule 602 and 602(a) promulgated by the Michigan Mobile Home Commission. Each Mobile Home shall be secured to the premises by an anchoring system or device compatible with Rules 605 through 608 of the Michigan Mobile Home Commission. Skirting shall be installed along the base of each mobile home sufficient to hide the undercarriage and supports from view and conforming to the standards set forth in the rules of the Michigan Mobile Home Commission promulgated under 1976 Act 419, as amended.

J. Skirting:

Skirting shall be provided on all Mobile Homes and installed in accordance with the requirements of the Michigan Mobile Home Commission, R.125.1604, et seq., of the Michigan Administration Code.

K. Sidewalk:

Paved sidewalks shall be provided on both sides of all two-way Streets functioning as the main collector Street within the Mobile Home Park. Sidewalks shall be directly next to and parallel to the Street and may be used as curbs for the Street. All sidewalks shall be at least four (4) feet in width.

L. Streets and Parking Area:

All Streets and parking areas in a Mobile Home Park shall be paved with a hard surface which complies with the requirements of the Michigan Mobile Home Commission R.125.1922, et seq., of the Michigan Administrative Code.

M. Television Antennas:

Exterior television antennas shall not be permitted on individual Dwellings or Dwelling sites within a Mobile Home Park.

N. Ground Cover:

All exposed ground surfaces in the Mobile Home Park must be sodded, seeded, covered with ornamental stone, wood chips or other attractive ground cover. One (1) shade tree at least ten (10) feet in height when planted shall be provided for each two (2) sites.

O. Storage of Vehicles Other Than Automobiles:

The storage of campers, trailers, motor homes, boats, snowmobiles, and other Recreational Vehicles shall be permitted only in a Recreational Vehicle storage area designated for such use. Recreational Vehicle storage areas shall be screened by a solid-type screening device at least five (5) feet in height around its perimeter.

P. Miscellaneous Outside Storage:

The storage of any household personal items outside of any Dwelling is strictly prohibited except within an individual storage cabinet located upon the site or within a central storage area designated for such use. If storage cabinets or enclosed storage spaces are to be provided, not less than three hundred (300) cubic feet per Dwelling shall be devoted to such use. Individual accessory buildings or storage cabinets shall not cover more than two and one-half percent (2-1/2%) of the site area. This section shall not prohibit the enclosed storage of household or personal items beneath a Mobile Home.

Q. Common Open Space:

Each Mobile Home Park shall contain an open space area dedicated to common park use which is equal to no less than the area of land gained through the site reduction specified in Section 12.5(B) herein or an amount equal to no less than that required by the Michigan Mobile Home Commission, R.125.1946, et. seq., of the Michigan Administrative Code, whichever is greater.

R. Building Construction:

All buildings shall be constructed, erected, or installed in accordance with provisions of the adopted Township Building Code pertaining to at-site constructed housing.

**GAINES CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN
(ORDINANCE NO. ____)**

At a _____ meeting of the Township Board for Gaines Charter Township held at the Township offices on _____, 2023, beginning at ____ p.m., the following Ordinance was offered for adoption by Township Board Member _____, and was seconded by Township Board Member _____:

**AN ORDINANCE TO AMEND THE ZONING ORDINANCE
OF GAINES CHARTER TOWNSHIP REGARDING
MEDIUM AND HIGH DENSITY RESIDENTIAL ZONING
DISTRICTS**

THE CHARTER TOWNSHIP OF GAINES (the “Township”) ORDAINS:

Section 1. Chapter 7. Chapter 7 of the Gaines Charter Township Zoning Ordinance is repealed in its entirety, and shall be replaced with the following:

**CHAPTER 7
Medium and High Density Residential
Zoning Districts**

Section 7.1 Description and Purpose

This Chapter presents the regulations of three Zoning Districts: the Village Neighborhood (VN), Multiple Family Residential (MFR) and the Mobile Home Residential (MHR). The intent of these districts is to establish medium and high-density residential neighborhoods that create neighborhoods that are safe, livable, attainable, and sustainable, and create a sense of community. Each home contributes to a neighborhood’s context. Building placement, design, and parking location are all components that affect how walkable and safe a neighborhood is for children, the elderly, and the general community. Front porches, windows, and entries provide “eyes on the street” that contributes to the safety and security of a neighborhood.

- A. **Village Neighborhood (VN)**- This zoning district is intended to provide a residential mix of single and multiple family dwellings, all with individual entrances.
- B. **Multiple Family Residential (MFR)**: This zoning district is intended to provide a residential mix of single family detached, and multiple family dwellings, with individual or shared entrances.
- C. **Mobile Home Residential MHR**: This Zoning District is intended to establish neighborhood areas which because of site conditions, land use compatibility and the availability of necessary public services and facilities, are best suited to permit high density single-family residential

development where Mobile Homes and similar manufactured Dwellings may be permitted as principal Dwellings.

Section 7.2 Table of Permitted Uses

The following abbreviations apply to the Table of Permitted Uses

- P: The use is permitted by right in the district
 SPU: The use is permitted only if the Planning Commission grants a Special Use Permit for it after finding for applicable standards in this chapter and Chapter 19.
 NP: The use is not permitted in the district.

Use	Zoning Districts			Additional Use Regulations
	VN	MFR	MHR	
Residential Uses				
Detached Single Family Dwelling	P	P	NP	Section 7.6
Attached Accessory Dwelling	SPU	SPU	NP	See Section 19.9(D).
Two to Eight Unit Buildings	P	P	NP	Section 7.6
Nine to Twenty-Four Unit Buildings	SPU	SPU	NP	1. Section 7.6 2. 16–24-unit MFR buildings must be constructed with a 5-foot minimum offset or corner to break up the long elevation.
Bed and Breakfasts	SPU	SPU	NP	See Section 19.9(E)
Mobile Home Parks	NP	NP	P	Subject to Chapter 25 “Site Plan Review”
State Licensed Residential Facility	P			
Foster Family Home	P			
Foster Family Group Home	P			
Institutional Uses				
Private Cemetery or Burial Ground	SPU	SPU	NP	See Section 19.9(F).
Nonprofit Organization	SPU	SPU	NP	
Place of Religious Worship	P			- Principal access must be from a primary arterial or collector street. - The minimum setback for both side and rear yards is 50 feet. - Maximum lot coverage of buildings or structures is 35%.
Schools	P			
Home Occupations	P			See Section 20.8 “Home Occupations”
Public Libraries, Museums, and Community centers	SPU	SPU	NP	See Section 19.9.
Public Parks or Preserves	P			
Outdoor recreational facilities	SPU			Specifically includes athletic fields, rinks or courts, golf courses, and similar activities – See Section 19.9(L).
Utility substations, and switching stations	SPU			See Section 19.9.

Use	Zoning Districts			Additional Use Regulations
	VN	MFR	MHR	
Other Uses				
Adult Day Care Home	P			
Adult Foster Care Small Group Home	SPU			See Section 19.9 (S)
Family Child Day Care Home	P			
Group Child Day Care Home	SPU			
Child Day Care Center	SPU			See Section 19.9 (T)

Section 7.3 Development Standards for the “Village Neighborhood” Zoning District

Development Standard	
Minimum Lot Size (square feet)	
Single Family	6,500
Two or More Units	4,000 per unit
Minimum Lot Width (feet)	
Single Family	50
Two or More Homes	Home width + 10 feet at ends, or side street
Minimum Setbacks (feet)	
Front	10
Side	5 (zero if adjoining walls are fire protected)
Street Side	10
Rear	25
Reduced front and side setbacks may be authorized through the special land use process for properties within Sections 6 and 7 of the Township. See Section 4.20 Setback Averaging.	
Accessory Buildings: one detached 484 SF garage allowed, others must meet Residential Accessory Uses ordinance.	
Minimum Floor Area Requirements	
Single-family dwellings	• One story with full basement: 1080 square feet on first floor. • Two story with full basement: 650 square feet on the first floor above grade and 1200 square feet total above grade. • All other units (including bi-level and tri-levels): 1200 square feet total living area (includes basement).
Multi Family Dwellings	• One story: 720 square feet per dwelling unit. • More than one story: 820 square feet per dwelling unit.
Maximum Building Height	35 feet or 2.5 stories, whichever is less.

7.4 Specific Development Standards for the VN Zoning District

- A. All VN housing shall be connected to water & sewer utilities and be fronted with sidewalks.
- B. Multi-unit homes shall not directly access a primary arterial road.

C. For developments of eleven or more units the following unit mix will be used.

Number of Units	Single Family Detached	Single Family Attached	Discretionary
0-10	Any	Any	Any
11+	60%	20%	20%

D. Single Family Detached Homes

- i. All residential units shall provide a pedestrian door **facing the front lot line** accessing the first story (front door may be elevated), along with a paved walk connecting to the public sidewalk.
- ii. Each unit's front elevation must feature a street-facing porch five (5) feet in depth minimum, and the porch(es) will be a minimum 40% of the total length of the street-facing building façade.
- iii. If a garage door is located on a front setback facing elevation, it must be set back 5 feet from the building foundation line and feature a pent roof, or other projecting decorative element (e.g., awning, trellis, balcony, etc.) extending the width of the garage door(s). A single bay door must be a maximum of nine (9) feet wide, and a two-bay door must be a maximum of sixteen (16) feet wide. If two doors are present, they must be divided by a minimum one-foot-wide column. The garage may also be in the rear yard, have side yard access, or face back lot line (alley access) with no width limits.

E. Two or More Units

- i. All residential units shall provide a pedestrian door at ground floor level. If garage is located to the rear or side, a paved walk shall be provided connecting to the public sidewalk.
- ii. Each pedestrian door must feature a stoop, covered entry, portico, or porch, along with a paved walkway connecting to a public sidewalk.
- iii. Garage must be in rear yard (with access via a side driveway or shared courtyard) or face back lot line (alley access).

F. Building Standards

- i. Window transparency; a minimum 10% transparency **on all** house façades. Garage door windows do not count for transparency requirements.
- ii. **First story wall materials**; on all street facing façades must consist of exterior rated brick veneer, stone veneer, wood, or fiber cement siding.
- iii. Vinyl siding certified by the Vinyl Siding Institute with a thickness of 0.44mm or greater is required.
- iv. Non-street facing façade wall materials shall be visually divided by the use of belt coursing, awnings, windows or similar treatments to avoid large expanses of monotonous walls.
- v. Accessory buildings (including detached garages) with more than 200 square feet of floor area shall be designed to be compatible with the house by using consistent materials, detailing, and roofline, as determined by the Planning Director.

Section 7.5 Development Standards for the “Multi Family Residential” Zoning District

Development Standard	Square Feet
Single Family	6,500*
Single Family (without public sewer)	21,780*
Two to Twenty-Four Units	6,000 SF + 2,000 per unit
* Must meet standards under 7.6	
Reduced front and side setbacks may be authorized through the special land use process for properties within Sections 6 and 7 of the Township. See Section 4.20 Setback Averaging.	
Minimum Setbacks (feet): 1-2 story	
Front	15
Side	8
Street Side	8
Rear	35
Minimum Setbacks (feet): 3 story	
Front	150 for all
Side	
Street Side	
Rear	
Reduced front and side setbacks may be authorized through the special land use process for properties within Sections 6 and 7 of the Township. See Section 4.20 Setback Averaging	
Minimum Floor Area Requirements	
Single-family dwellings	• One story with full basement: 1080 square feet on first floor. • Two story with full basement: 650 square feet on the first floor above grade and 1200 square feet total above grade. • All other units (including bi-level and tri-levels): 1200 square feet total living area (includes basement).
Multi Family Dwellings	• 720 SF per dwelling unit • More than one story 820 square feet per dwelling unit
Maximum Building Height	35 feet or 2.5 stories, whichever is less.

7.6 Specific Development Standards for the MFR Zoning District

- A. Pedestrian entry door must feature a stoop, covered entry, portico, or porch, along with a paved walkway connecting to the sidewalk.
- B. Window transparency; a minimum 10% transparency on all façades. Garage door windows do not count for transparency requirements.
- C. First story wall materials; on all street facing façades must consist of exterior rated brick veneer, stone veneer, wood, or fiber cement, or similar siding.
- D. Vinyl siding certified by the Vinyl Siding Institute with a thickness of 0.44mm is required.
- E. Non-street facing façade wall materials shall be visually divided by the use of belt coursing, awnings, windows or similar treatments to avoid large expanses of monotonous walls.

7.7 Public Park Requirements for VN and MFR Residential

In a multi-parcel development, parks and/or preserves are considered a necessary part of community infrastructure. Parks or Preserves will be maintained by an entity other than the Township unless agreed via resolution by the Township Board of Trustees. Parks do not include undevelopable land (e.g. wetlands, steep slopes, setbacks, dedicated easements or right-of-way) but may include;

- Stands of preserved mature trees with a maximum 1:3 width:depth ratio.
- Maintained portions of paved trail systems, even if they pass through otherwise undevelopable areas. Paved trail design must be approved by the Township Engineer.
- Areas or structures maintained for the enjoyment of otherwise undevelopable land that has recreational or aesthetic qualities (e.g. dock or boat launch on a waterbody).

The following shall be set aside for public recreational use at the following scale:

Number of Housing Units	Acreage at 0.01 acres per housing unit	Suggested Amenities
0 – 10	None required	None required
11 – 25	0.11 to 0.25 acre	Limited play equipment, seating, shelter or pavilion, fitness equipment
26 – 50	0.26 to 0.5 acre	Playground, picnic area, splash pad, grill area, fitness equipment
51 – 100	0.51 to 1.0 acre	Dog parks, walking/jogging paths, ball courts, dedicated parking
101 – 150+	1.01 to 1.5 acres (max required)	Skate facilities, ball field, toilet facilities

The Planning Commission may waive a portion of the park requirements, if it finds that there is an equivalent investment in some other form of public amenity.

SECTION 7.8 Specific Development Standards for “MHR” Zoning District

All Mobile Home Parks shall be in conformance with all State laws and regulations governing Mobile Home Parks except as the same may be modified by the following conditions and requirements:

A. Setbacks and Buffers:

No Mobile Home or permanent Building shall be located closer than thirty-five (35) feet to a public right-of-way nor closer than ten (10) feet to: (1) another Mobile Home Park; or (2) a boundary line which is adjacent to or part of a Type II Buffer. In all other cases no Mobile Home or permanent Building shall be located closer than twenty (20) feet to the Mobile Home Park boundary line.

B. Minimum Site Area:

Each site within the Mobile Home Park shall have a minimum area of five thousand five hundred (5,500) square feet, provided; however, that said minimum site area may be reduced by not more than twenty percent (20%) if for each square foot of land gained through the

reduction of the site below five thousand five hundred (5,500) square feet at least an equal amount of land shall be dedicated as open space.

C. Corner Sites:

No fence, Structure or planting over thirty (30) inches in height shall be located on any corner Mobile Home site within a triangle shaped area bounded on two sides by the edges of the adjacent internal roads and on the third side by a line drawn connecting the first two sides not less than forty (40) feet from the intersection of said interior street edges.

D. Street Requirements:

If two-way traffic is to be accommodated, the street pavement width shall be no less than twenty-four (24) feet. If only one-way traffic is to be accommodated, the street pavement width shall be no less than twenty (20) feet.

E. Parking Requirements:

Parking shall be provided in off-street parking bays with at least two (2) parking spaces for each site within the Mobile Home Park. Each parking space shall be not less than two hundred (200) square feet in area. Each parking bay shall be conveniently located in relation to the site for which it is provided. In addition to the two (2) required off-street parking spaces, one (1) additional parking space is permitted on each site provided it is hard surfaced and contains at least two hundred (200) square feet of area.

F. Access Streets:

Each Mobile Home Park shall be designed and located so that at least two (2) access streets provide a continuous route of travel throughout the park and provide exclusive access to a Primary arterial as designated on the Gaines Township General Development Plan, as amended. Except for restricted designated emergency exits, no ingress and egress shall be provided via neighborhood collectors, cul-de-sacs, or other local streets. No Mobile Home Park access street shall be located closer than one hundred twenty-five (125) feet to the intersection of any two (2) public streets; provided, however, that for double street or boulevard type access points the minimum distance to the intersection of any two (2) public streets shall be two hundred (200) feet.

G. Mobile Homes Sales:

The selling of new and/or used Dwellings as a commercial operation in connection with the operation of a Mobile Home Park is prohibited. Dwellings located on sites within the Mobile Home Park may be sold by the owner of the Dwelling or operator of the Park.

H. Underground Utilities:

All private and public utilities shall be installed underground.

I. Site Improvements:

Each dwelling shall be installed in accordance with the adopted Township Building Code, or in the case of mobile homes, shall be provided with a continuous pad of four (4) inches thick concrete running the full length and width of the mobile home or a twenty-four (24) inch wide strip of concrete not less than six (6) inches total thickness beneath the entire perimeter of the mobile home with four (4) inches of compacted sand. In addition, each Mobile Home shall be installed pursuant to the manufacturer's set up instructions and pursuant to Rule 602 and 602(a) promulgated by the Michigan Mobile Home Commission. Each Mobile Home shall be secured to the premises by an anchoring system or device compatible with Rules 605 through 608 of

the Michigan Mobile Home Commission. Skirting shall be installed along the base of each mobile home sufficient to hide the undercarriage and supports from view and conforming to the standards set forth in the rules of the Michigan Mobile Home Commission promulgated under 1976 Act 419, as amended.

J. Skirting:

Skirting shall be provided on all Mobile Homes and installed in accordance with the requirements of the Michigan Mobile Home Commission, R.125.1604, et seq., of the Michigan Administration Code.

K. Sidewalk:

Paved sidewalks shall be provided on both sides of all two-way Streets functioning as the main collector Street within the Mobile Home Park. Sidewalks shall be directly next to and parallel to the Street and may be used as curbs for the Street. All sidewalks shall be at least four (4) feet in width.

L. Streets and Parking Area:

All Streets and parking areas in a Mobile Home Park shall be paved with a hard surface which complies with the requirements of the Michigan Mobile Home Commission R.125.1922, et seq., of the Michigan Administrative Code.

M. Television Antennas:

Exterior television antennas shall not be permitted on individual Dwellings or Dwelling sites within a Mobile Home Park.

N. Ground Cover:

All exposed ground surfaces in the Mobile Home Park must be sodded, seeded, covered with ornamental stone, wood chips or other attractive ground cover. One (1) shade tree at least ten (10) feet in height when planted shall be provided for each two (2) sites.

O. Storage of Vehicles Other Than Automobiles:

The storage of campers, trailers, motor homes, boats, snowmobiles, and other Recreational Vehicles shall be permitted only in a Recreational Vehicle storage area designated for such use. Recreational Vehicle storage areas shall be screened by a solid-type screening device at least five (5) feet in height around its perimeter.

P. Miscellaneous Outside Storage:

The storage of any household personal items outside of any Dwelling is strictly prohibited except within an individual storage cabinet located upon the site or within a central storage area designated for such use. If storage cabinets or enclosed storage spaces are to be provided, not less than three hundred (300) cubic feet per Dwelling shall be devoted to such use. Individual accessory buildings or storage cabinets shall not cover more than two and one-half percent (2-1/2%) of the site area. This section shall not prohibit the enclosed storage of household or personal items beneath a Mobile Home.

Q. Common Open Space:

Each Mobile Home Park shall contain an open space area dedicated to common park use which is equal to no less than the area of land gained through the site reduction specified in Section 12.5(B) herein or an amount equal to no less than that required by the Michigan Mobile Home Commission, R.125.1946, et. seq., of the Michigan Administrative Code, whichever is greater.

R. Building Construction:

All buildings shall be constructed, erected, or installed in accordance with provisions of the adopted Township Building Code pertaining to at-site constructed housing.

Section 2. Effective Date. This Ordinance shall become effective seven (7) days after its publication (or a summary hereof) in a newspaper of general circulation within the Township.

The vote in favor of this Ordinance was as follows:

YEAS:

NAYS:

ABSENT/ABSTAIN:

ORDINANCE DECLARED ADOPTED

CERTIFICATION

I hereby certify that the above is a true copy of an Ordinance adopted by the Township Board for Gaines Charter Township at the time, date, and place specified above pursuant to the required statutory procedures.

Respectfully submitted,

By _____

Michael Brew

Gaines Charter Township Clerk

Eastbrook Development Comments on Proposed Chapter 7: Medium and High Density Housing

Mike McGraw via Email 10/27/2023

There are things in here that I do have serious concerns over, now that I've had more time to read through the details. Some of the prescriptive construction requirements work AGAINST affordability and practicality from a construction standpoint.

- I'm generally against all forms of specific requirements when a governmental entity starts telling buildings exactly how to build their buildings. These never come off as they are intended and usually negatively impact our ability to be creative and build VALUE for our homeowners by putting money in the places they want to spend it.
- I still think the 10% transparency requirement is a problem if you are requiring that on all four sides. Can you give me an example of how you plan to measure that? I don't think its necessarily a problem for the front or rear, but the sides will be an issue. In high density settings, especially with detached housing types, you often will see an "inactive" side of one of the two units. That unit typically doesn't have any windows on the ground level because it is adjacent to the patio / outdoor living space for the other unit. See the attached photo. The side of the white building only has a couple of high transom windows up top. You wouldn't want any windows on the ground level due to the outdoor living space being used by the blue unit - the model. Every single house along these blocks are set up this way. I'd be happy to offer a tour to your PC and Board to explain this better. I guess I just don't see why the prescriptive window requirement is necessary. Let the builders build what people will buy.
- The hard board / stone / brick requirement at the first floor is also completely unnecessary. There are plenty of architectural styles where stone / brick are simply not appropriate and we almost never do the entire first floor. You'd be driving up the cost of every single house with this. For the architectural styles that really don't call for stone or brick (farm house, modern farm house, prairie), you are going to force builder to bring in cement board siding just for the front of the main floor, and then try to get it painted to match perfectly with the vinyl used on the 2nd floor and around the sides? That again is adding all kinds of cost and also bringing in practical concerns for long term appearance. There is no way those colors will always match. The paint will fade faster than the vinyl, or vice versa, and it will start to look weird. The spacing on the siding may also not match up just right. I just don't get this at all. I've seen stuff like this in other places and it simply causes problems. For the record, my personal residence has zero brick or stone on any façade (It only has two stone columns) and is 100% vinyl siding. It's a very attractive home and there are many others all around Grand Rapids that are all Million plus homes that feature vinyl siding and do NOT have anywhere near the entire first floor at front elevation done with stone, Brick, or hard board. Its simply not necessary and it often does nothing to help the overall appearance of the home.
- (7.4 – 4. i. and 7.4 – 5. i.) Front doors don't always face the front lot line. Sometimes they are turned 90 degrees. This requirement shouldn't be so specific that it says which way the door should face. I have many examples of this, but a quick one is the far left unit in the second attached photo. We do this in duplex buildings also. There are often times when it really HELPS the front elevation to put the door

on the side. Look at the attached set of building plans for MLTD12. This is a VERY attractive building, but the entry door is on the side for one of the two units. MLTD13025-26 is another example of this.

- (7.4 – 5. iii.) garage MUST be in rear yard – this is again, not a good one size fits all solution here. We have some very attractive townhomes that are not rear loaded. The garages are indeed at the front of the building and topography often dictates that, when you have daylight or walkout building sites. We have built these townhomes (pictured below) now in three different locations and they continue to be very well received by the marketplace and they are our most affordable units. That said, these still cost from about \$325,000 - \$425,000. Our detached homes all start at \$400,000 and up, so its important we retain the ability to construct townhomes in the low \$300's range. The more prescriptive requirements and site plan requirements you guys add, the more difficult you make this to accomplish.



I believe the above summarizes some of my biggest concerns. Please do let me know when the Board meeting will be held, as I'm going to make it a priority to attend and voice my concerns. We are currently working on our Alexander Trails PUD plans, which was previously approved as mixed use for 399 units under the PUD plan. We are revising that plan and if we had to adhere to all of these requirements (though we probably won't because we are doing a PUD), it would make our site planning process more difficult and afford us less opportunity to work with the current lay of the land and adapt to it, rather than trying to find ways to meet all of the new rules.



7952 Greendale Rear



7952 Greendale Front



MEMO

Staff Communication-Action Required

DATE: November 8, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: **Carmelo's** – Request to upgrade liquor license

SUMMARY OF TOPIC:

Steve Dornbos, representing Carmelo & Francesca Lopiparo, has requested to upgrade their existing Tavern License to a Class C Liquor License. Their current license permits the sale of beer and wine, the upgrade would allow spirits in addition to beer and wine.

The Lopiparo's feel the Class C license would improve their opportunities to sell their existing Tavern License.

Mr. Dornbos has submitted a formal request (attached) and paid the required \$1,000 application fee.

As the existing license was approved by Gaines Charter Township; an upgrade must be approved by our Township. It should be noted that the intent is to sell the license to an entity in Kent County (as required by law), but not in our Township.

FINANCIAL IMPACT:

Minimal – the Township will gain the \$1,000 re-classification fee, however when the license is sold to an entity outside of Gaines, we will no longer collect the \$300 annual renewal fee.

BUDGET ACTION REQUIRED:

None

STAFF RECOMMENDATION:

Staff recommends the Lopiparo's be allowed to apply for a new Class C license, as allowed under Section 4-34 of the Township's Liquor License Control Ordinance.

Persistent discipline helps you finish: Finishing is what separates excellence from average Pat Summitt

SLD Realty, Inc.
Steven L. Dornbos Broker/Facilitator
1010 Rennie Lake Road, Traverse City, MI 49696
7004 40th Ave E
Palmetto, FL 34221

231-946-7135
sdornbos@baycom.com

To: Gaines Township Board

From: Carmelo's Italian Pizza, Inc.

Re: ReClassify

On behalf of Carmelo & Francesca Lopiparo, stockholders, we are requesting the Board to Reclassify the Tavern to a Class C license

Marketing a Tavern has been difficult and this will assist in the sale and transfer

Thank you for your consideration on this matter

BY:  10.26.22

Steven L. Dornbos Broker/Facilitator



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll Free: 866-813-0011 • www.michigan.gov/lcc

Business ID: _____

Request ID: _____

(For MLCC use only)

Local Government Approval
(Authorized by MCL 436.1501)

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ meeting of the _____ Gaines Township _____ council/board
(regular or special) (township, city, village)
called to order by _____ on _____ at _____
the following resolution was offered: (date) (time)

Moved by _____ and supported by _____
that the application from Carmelo's Italian Pizza, Inc.

(name of applicant - if a corporation or limited liability company, please state the company name)

for the following license(s): Reclassify the Tavern license to a Class C

(list specific licenses requested)

to be located at: 3556 68th St SE Suite #9 49316

and the following permit, if applied for:

☐ Banquet Facility Permit Address of Banquet Facility: _____

It is the consensus of this body that it _____ this application be considered for
(recommends/does not recommend)
approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the
council/board at a _____ meeting held on _____ (township, city, village)
(regular or special) (date)

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933

Fax to: 517-763-0059



8555 Kalamazoo Ave., SE
Caledonia, MI 49316

www.gainestownship.org

Phone: 616-698-6640

Fax: 616-698-2490

December 6, 2023

Gaines Township Board of Trustees
8555 Kalamazoo Ave SE
Caledonia, MI 49316

RE: December 11, 2023, Township Board Meeting

Township Board Members:

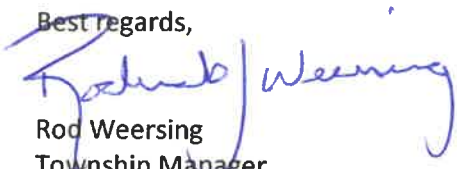
This meeting will be the last meeting for the Board for 2023. It has been a busy year with a lot of different things happening in the Township. As we look to 2024, I expect it will be an even busier year with additional days of election voting, development across the Township, and continuing the work of separating the Cutlerville Fire Department. In the meantime, I hope that you all finish 2023, and start 2024, with a Merry Christmas and a Happy New Year!

Being the last meeting of the year, you will find many of the items on the agenda are the routine year end items. You will be taking into consideration the poverty exemption guidelines, 2024 water and sewer rates (the final details of this item were not available at the time of posting the agenda so you will receive more information at the meeting), 2023 budget amendments, committee appointments, and the meeting schedule for 2024.

There are four items that have been passed along by the Planning Commission that you are being asked to consider. You will also see a request to extend the 48/96 hour work schedule for the fire departments, as well as a request to sell the now retired Engine 67. Lastly, PCI has requested an updated contract with the Township.

If you should have any questions about any of these items, please don't hesitate to reach out to me.

Best regards,


Rod Weersing
Township Manager



CHARTER TOWNSHIP OF GAINES
MEETING LOCATION: 8555 Kalamazoo Ave., SE, Caledonia, MI 49316
Township Board of Trustees Meeting
PRELIMINARY AGENDA
MONDAY – November 13, 2023
Time: 7:00PM

- 1. Opening Prayer ~ Bob Terpstra**
 - 2. Pledge of Allegiance**
 - 3. Call to Order and Attendance ~ Robert DeWard**
 - 4. Declaration of Conflict of Interest**
 - 5. Review of Consent Agenda ~ *items must be removed from the consent agenda in order to be discussed***
 - 6. Approval of Agenda**
 - 7. Communications ~ Informational items ~ *letters, reports, updates, etc.***
 - a. Building Dept. October 2023 Revenue Report**
 - b. Cutlerville Fire Run Report**
 - c. Dutton Fire Run Report**
 - d. Community Policing Report**
 - e. 2023 Employee Holiday Luncheon Invitation**
 - 8. Scheduled Speakers - NONE**
 - 9. Public Comments – *Public may speak regarding anything on the agenda which is NOT scheduled for a public hearing (comments limited to 3 minutes per speaker)***
 - 10. Public Hearings –**
 - a. Zoning Ordinance Text Amendment Chapter 7 – Medium & High-Density Residential Zoning District**
 - 11. Consent Agenda:**
 - a. Minutes: November 13, 2023**
 - b. Check Registers for month of October 2023**
 - i. General Fund (101): \$303,935.31
 - ii. Public Safety SAD (205): \$ 70,626.12
 - iii. Building Inspections (549): \$ 5,146.52
 - iv. Water and Sewer (590 & 591): \$ _____ .00
- TOTAL OF ALL FUNDS: \$379,707.95**

c. Treasurer's financial report

12. New Business

- a. Consider ~ Zoning Text Amendment – Chapter 7: Medium and High-Density Residential Zoning District**
- b. Consider ~ Tentative Preliminary Plat Review, Hoffman Meadows Phase II**
- c. Consider ~ Private Road Waiver Request for Loretta View**
- d. Consider ~ Final Preliminary Plat Review, Thornapple Farms Phases 1-6**
- e. Consider ~ 48/96 Schedule for firefighters**
- f. Consider ~ Proposed changes to Poverty Exemption guidelines**
- g. Consider ~ Sale of Dutton retired Engine 67**
- h. Consider ~ PCI Contract**
- i. Consider ~ 2024 Water & Sewer Rates**
- j. Consider ~ 2023 Budget Amendments**
- k. Consider ~ Committee Appointments**
- l. Consider ~ 2024 Meeting Schedule**

13. Consider ~ Public Comments ~ *On any topic (comments limited to 3 minutes per speaker)*

14. Manager's Comments

15. Supervisors Comments

16. Trustee Comments

NEXT SCHEDULED BOARD OF TRUSTEES MEETING: January 8, 2024

ANY INTERESTED PERSONS ARE INVITED TO ATTEND AND PARTICIPATE IN ALL TOWNSHIP BOARD OF TRUSTEE MEETINGS. PERSONS WITH DISABILITIES NEEDING ANY SPECIAL ACCOMMODATIONS SHOULD CONTACT THE TOWNSHIP OFFICES ONE WEEK PRIOR TO THE MEETING TO REQUEST MOBILITY, VISUAL OR ANY OTHER ASSISTANCE.

****Preliminary Agenda – Subject to Change****

The contents of supporting documents (such as text, graphics, images, information, and references) are created and supplied by the author.



Revenue Breakdown Report

Page: 1 of 23

12/01/2023

Filter: All Records, Transaction.DateToPostOn Between 11/1/2023 12:00:00 AM AND 11/30/2023 11:59:59 PM

Unit Totals		
Unit Name	Records	Revenue
	135	28,713.50
TOTAL	135	28,713.50

Record Type Totals		
Unit:	Records	Revenue
Name	1	15.00
Permit	134	28,698.50
UNIT TOTAL:	135	28,713.50

Record Type Breakdowns		
Unit:	Records	Revenue
Record Type: Name		
	1	15.00
TOTAL:	1	15.00

Record Type: Permit	Records	Revenue
Building	15	11,333.00
Commercial Sign	3	310.00
Deck	2	260.00
Electrical	32	5,581.00
Mechanical	49	6,891.50
Mobile Home Building	2	260.00
Mobile home foundation	3	270.00
Plumbing	21	3,183.00
Residential Roofing	3	270.00
Storm Drain	4	340.00
TOTAL:	134	28,698.50

Incidents by Category and Month

Jan 01, 2022 12:00 AM to Dec 04, 2023 03:39 PM

Incident Type Category	2023												2023		2022		YTD % Change
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
1 - Fire	3	9	2	3	9	15	9	1	5	5	5	1	67	3%	98	5%	-31.63%
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	0	1	0	0	1	0	0	0	1	0	0	0	3	0%	1	0%	200%
3 - Rescue & Emergency Medical Service Incident	128	115	141	127	149	145	164	124	139	104	124	9	1,469	71%	1,471	73%	-0.14%
4 - Hazardous Condition (No Fire)	2	4	1	3	7	2	7	6	5	4	1	0	42	2%	40	2%	5%
5 - Service Call	4	1	2	2	2	10	2	2	5	2	7	0	39	2%	55	3%	-29.09%
6 - Good Intent Call	27	12	24	21	22	18	15	22	15	15	14	4	209	10%	176	9%	18.75%
7 - False Alarm & False Call	17	16	20	10	9	15	25	21	31	15	18	2	199	10%	177	9%	12.43%
8 - Severe Weather & Natural Disaster	0	0	0	0	0	0	0	1	0	0	0	0	1	0%	3	0%	-66.67%
9 - Special Incident Type	3	3	2	2	6	4	3	4	0	6	1	0	34	2%	2	0%	1,600%
Grand Total	184	161	192	168	205	209	225	181	201	151	170	16	2,063	100%	2,023	100%	1.98%

Incidents by District/Zone

Jan 01, 2022 12:00 AM to Dec 04, 2023 03:36 PM

District/Zone	2023												2023		2022		YTD % Change
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
B1U - Byron Township	7	0	1	1	3	1	6	0	5	6	2	0	32	2%	0	0%	N/A
B2U - Byron Township	29	23	22	31	36	26	42	20	35	18	28	2	312	15%	2	20%	15,500%
B3U - Byron Township	15	8	11	13	12	10	7	8	11	6	7	0	108	5%	0	0%	N/A
B4U - Byron Township	15	24	24	5	26	31	24	19	15	14	18	2	217	11%	0	0%	N/A
B5S - Byron Township	2	0	4	0	0	1	2	1	0	2	0	0	12	1%	0	0%	N/A
B6S - Byron Township	8	14	16	11	12	14	11	16	9	8	11	1	131	6%	0	0%	N/A
B7R - Byron Township	0	0	1	1	1	4	0	3	1	2	0	0	13	1%	0	0%	N/A
B8R - Byron Township	1	1	0	0	0	0	2	1	0	1	2	0	8	0%	0	0%	N/A
Byron Township Fire	0	4	3	0	0	2	0	1	2	0	1	0	13	1%	0	0%	N/A
Dutton Fire Department	1	2	1	1	0	2	2	0	2	2	3	0	16	1%	0	0%	N/A
G1U - Gaines Township	40	20	48	41	45	43	60	43	50	38	31	0	459	22%	2	20%	22,850%
G2S - Gaines Township	20	16	16	21	20	28	18	23	11	12	16	5	206	10%	4	40%	5,050%
G3U - Gaines Township	22	23	26	15	26	19	29	19	38	23	28	4	272	13%	0	0%	N/A
G4S - Gaines Township	2	4	4	7	1	6	3	5	4	3	7	1	47	2%	1	10%	4,600%
G5S - Gaines Township	9	14	5	11	8	9	10	6	5	6	4	0	87	4%	0	0%	N/A
G6S - Gaines Township	6	1	1	1	3	0	1	4	3	3	3	0	26	1%	0	0%	N/A
G7R - Gaines Township	1	1	4	4	4	2	2	5	3	5	5	0	36	2%	0	0%	N/A
G8R - Gaines Township	1	1	1	0	0	2	0	1	1	0	0	0	7	0%	1	10%	600%
Kentwood	3	3	3	4	8	8	4	4	6	1	3	1	48	2%	0	0%	N/A
Wyoming	2	2	1	1	0	1	2	2	0	1	1	0	13	1%	0	0%	N/A
Grand Total	184	161	192	168	205	209	225	181	201	151	170	16	2,063	100%	10	100%	20,530%

Monthly Call Volume Year over Year

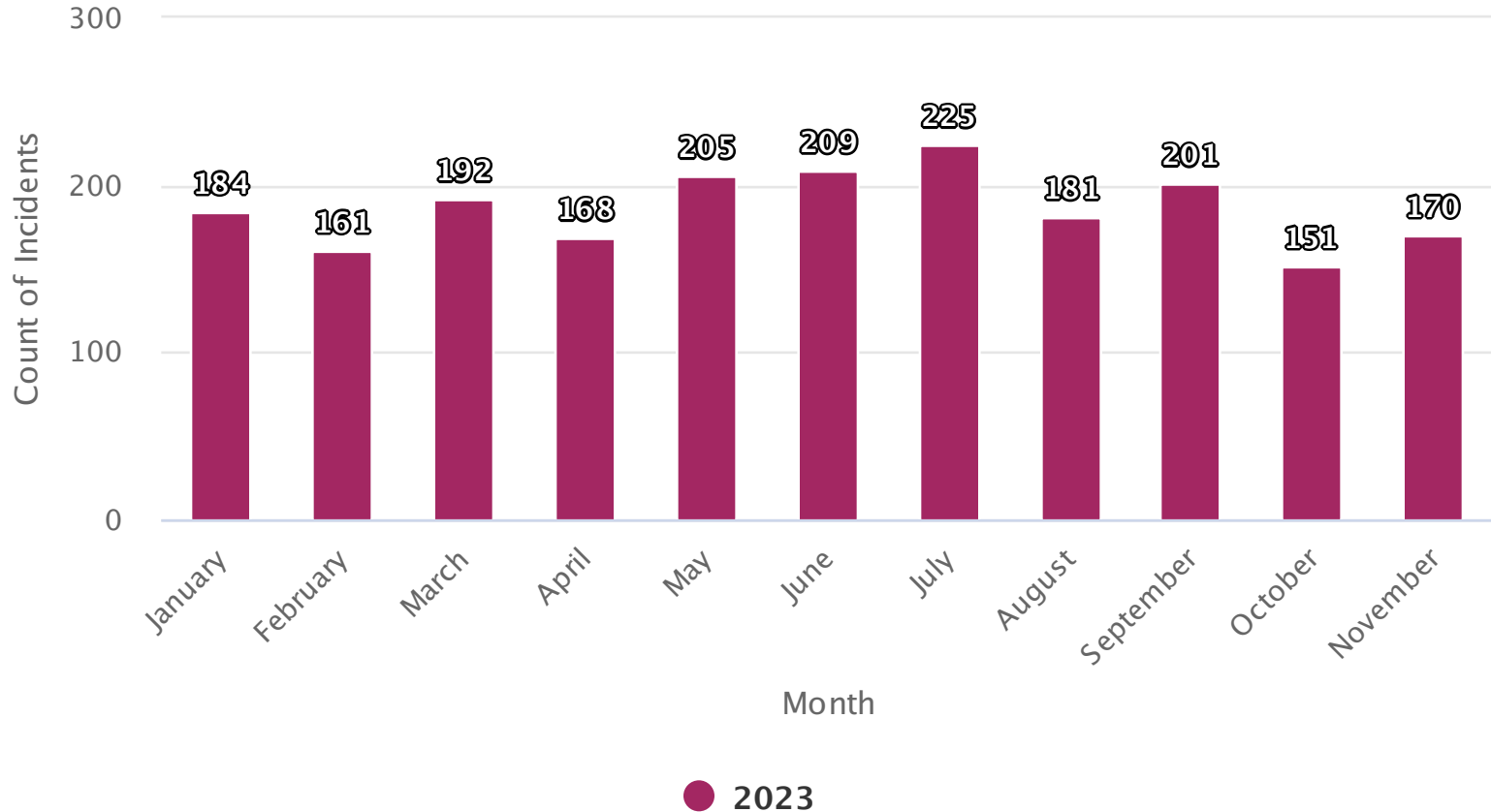
Jan 01, 2022 12:00 AM to Dec 04, 2023 03:41 PM



Month Name	2023		2022		YTD % Change
	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
January	184	9%	166	8%	10.84%
February	161	8%	174	9%	-7.47%
March	192	9%	164	8%	17.07%
April	168	8%	180	9%	-6.67%
May	205	10%	216	11%	-5.09%
June	209	10%	176	9%	18.75%
July	225	11%	181	9%	24.31%
August	181	9%	177	9%	2.26%
September	201	10%	191	9%	5.24%
October	151	7%	167	8%	-9.58%
November	170	8%	204	10%	-16.67%
December	17	1%	27	1%	-37.04%
Grand Total	2,064	100%	2,023	100%	2.03%

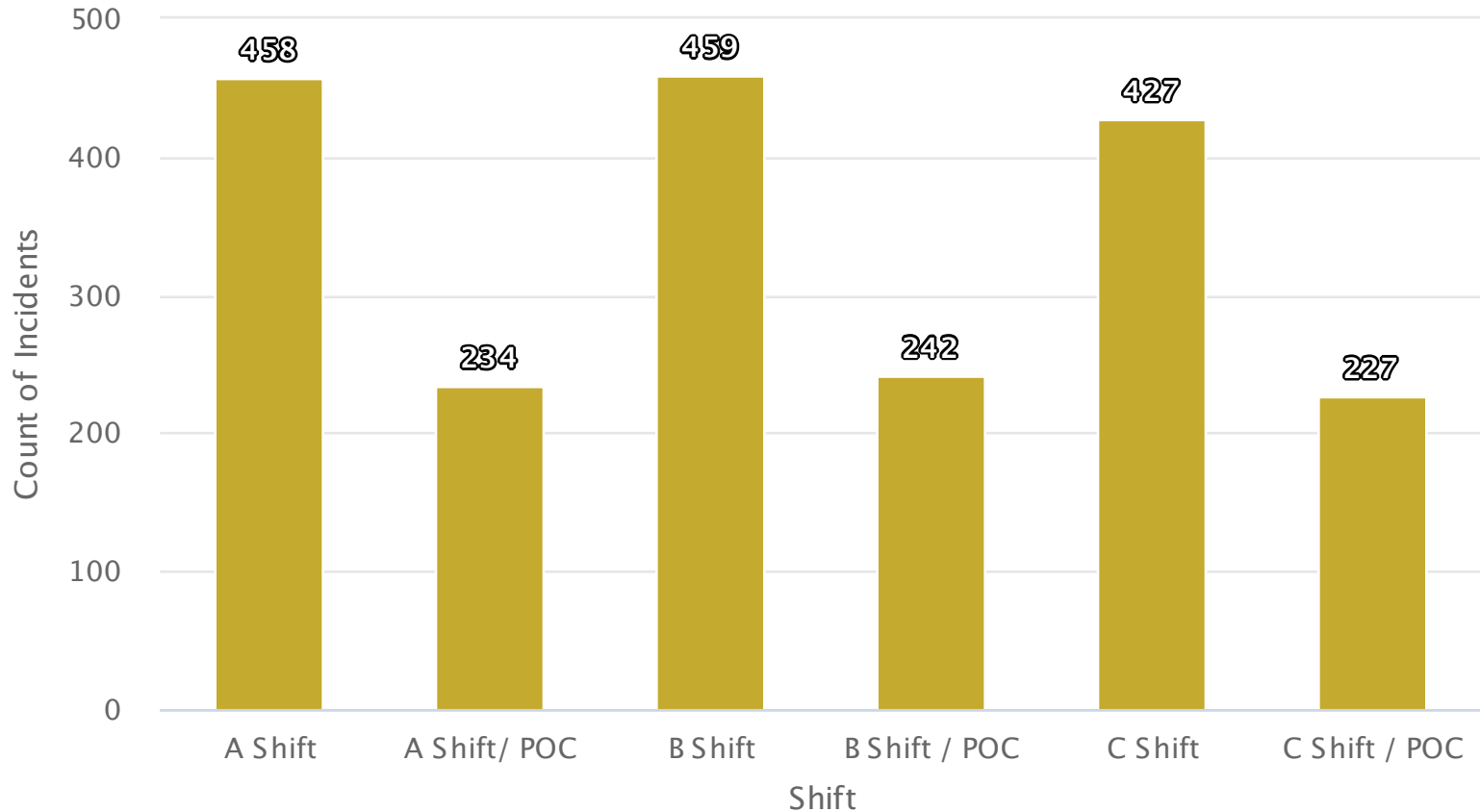
Incidents by Month

Jan 01, 2023 to Nov 30, 2023



Incidents by Shift

Jan 01, 2023 to Nov 30, 2023



Incidents by Day and Hour

Jan 01, 2023 to Nov 30, 2023

Day of Week	Sunday	11	9	13	7	4	5	5	11	10	12	17	15	15	21	11	15	17	19	15	16	15	9	7	9
	Monday	6	4	13	4	6	7	7	10	15	11	11	20	21	17	16	15	9	24	19	14	17	17	9	9
	Tuesday	8	5	8	7	6	7	10	9	10	14	22	13	13	16	7	14	24	13	14	22	15	18	6	10
	Wednesday	8	7	4	7	2	9	4	13	15	15	14	20	17	14	12	23	16	12	14	23	13	17	14	11
	Thursday	6	10	7	3	7	3	9	11	13	8	14	19	15	19	16	23	16	19	19	13	15	7	13	15
	Friday	11	5	1	6	9	6	8	10	17	10	16	16	16	19	22	13	16	25	7	14	20	10	6	10
	Saturday	5	11	8	4	7	6	4	8	8	9	18	20	13	22	9	13	11	13	13	15	18	12	14	9
			0000	0200	0400	0600	0800	1000	1200	1400	1600	1800	2000	2200											
		Hour of Day																							

Calls in Progress



Jan 01, 2023 12:00 AM to Nov 30, 2023 11:59 PM

Calls in Progress	Occurrences	% of Occurrences	Hours	% of Hours
0 Calls In Progress	1,869	45.63%	7,329.67	91.44%
1 Call In Progress	2,040	49.80%	653.02	8.15%
2 Calls In Progress	178	4.35%	32.18	0.40%
3 Calls In Progress	8	0.20%	1.04	0.01%
4 Calls In Progress	1	0.02%	0.09	0%
Totals	4,096	100%	8,016	100%

Aid Given and Received Summary

Jan 01, 2023 to Nov 30, 2023

Fire Department	Automatic Aid Given	% of Total Automatic Aid Given	Automatic Aid Received	% of Total Automatic Aid Received	Mutual Aid Given	% of Total Mutual Aid Given	Mutual Aid Received	% of Total Mutual Aid Received
Byron Township Fire Department	5	0%	8	0%	3	0%	31	0%
City of Kentwood Fire Department	19	0%	20	0%	4	0%	7	0%
City of Wyoming Fire Department	4	0%	12	0%	4	0%	3	0%
Dutton Fire Department	5	0%	13	0%	6	0%	71	0%
Overall	33	100%	53	100%	17	100%	112	100%

Incidents by Category and Month

Jan 01, 2022 12:00 AM to Dec 04, 2023 03:51 PM

Incident Type Category	2023												2023		2022		YTD % Change
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
1 - Fire	3	2	1	1	8	7	5	1	3	3	2	0	36	5%	37	5%	-2.70%
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	0	1	0	0	0	0	0	0	0	0	0	0	1	0%	3	0%	-66.67%
3 - Rescue & Emergency Medical Service Incident	39	46	54	33	42	45	39	36	66	50	54	4	508	64%	469	65%	8.32%
4 - Hazardous Condition (No Fire)	1	4	1	2	1	2	0	3	4	3	5	0	26	3%	16	2%	62.50%
5 - Service Call	4	3	5	2	3	4	3	2	1	3	1	0	31	4%	32	4%	-3.12%
6 - Good Intent Call	10	6	7	7	5	9	10	11	13	10	4	2	94	12%	94	13%	0%
7 - False Alarm & False Call	9	6	3	3	8	10	12	11	12	12	6	0	92	12%	63	9%	46.03%
8 - Severe Weather & Natural Disaster	0	0	0	0	0	0	0	0	0	0	0	0	0	0%	1	0%	-100%
9 - Special Incident Type	0	0	0	0	0	0	0	0	0	0	0	0	0	0%	2	0%	-100%
Grand Total	66	68	71	48	67	77	69	64	99	81	72	6	788	100%	717	100%	9.90%

Incidents by District/Zone

Jan 01, 2022 12:00 AM to Dec 04, 2023 03:48 PM

District/Zone	2023												2023		2022		YTD % Change
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
Byron Twp Fire - Byron Twp	0	2	1	0	0	1	0	0	0	0	0	0	4	1%	0	N/A	N/A
Caledonia Township	2	3	0	2	0	0	0	2	2	2	2	1	16	2%	0	N/A	N/A
Cascade Township	0	0	0	1	0	0	0	0	0	0	0	0	1	0%	0	N/A	N/A
Cutlerville - Byron Township	2	3	0	1	0	6	4	1	1	0	1	0	19	2%	0	N/A	N/A
Cutlerville - Gaines Township	6	6	8	5	10	13	14	7	13	4	6	0	92	12%	0	N/A	N/A
Kentwood	3	1	1	0	2	3	1	3	3	3	1	0	21	3%	0	N/A	N/A
Leighton Township	1	0	0	0	2	0	2	0	0	0	0	0	5	1%	0	N/A	N/A
Zone 01S - Dutton	3	1	1	1	0	0	2	1	5	3	1	0	18	2%	0	N/A	N/A
Zone 02S - Dutton	8	9	9	5	8	8	12	6	6	6	8	0	85	11%	0	N/A	N/A
Zone 03S - Dutton	6	4	10	5	5	11	8	7	10	5	6	1	78	10%	0	N/A	N/A
Zone 04S - Dutton	13	12	7	9	8	15	7	15	18	26	15	1	146	19%	0	N/A	N/A
Zone 05S - Dutton	0	0	0	0	0	0	0	0	13	6	7	0	26	3%	0	N/A	N/A
Zone 06S - Dutton	2	7	4	1	4	2	1	3	2	5	5	0	36	5%	0	N/A	N/A
Zone 07S - Dutton	5	4	5	4	6	3	3	3	6	4	6	0	49	6%	0	N/A	N/A
Zone 08S - Dutton	3	1	4	3	1	1	0	2	1	2	3	1	22	3%	0	N/A	N/A
Zone 09S - Dutton	7	7	8	3	8	6	6	5	7	8	7	0	72	9%	0	N/A	N/A
Zone 11R - Dutton	0	0	1	1	0	0	0	0	0	0	0	0	2	0%	0	N/A	N/A
Zone 12R - Dutton	0	1	2	0	2	1	0	0	2	0	0	0	8	1%	0	N/A	N/A
Zone 13R - Dutton	1	1	1	0	1	0	1	1	1	1	0	0	8	1%	0	N/A	N/A
Zone 14R - Dutton	0	1	1	0	3	1	0	1	1	0	0	0	8	1%	0	N/A	N/A
Zone 15R - Dutton	0	1	0	2	0	1	2	1	2	0	1	1	11	1%	0	N/A	N/A
Zone 16R - Dutton	0	0	2	0	2	1	0	3	2	1	2	0	13	2%	0	N/A	N/A
Zone 17R - Dutton	0	1	1	0	0	0	1	0	1	1	0	0	5	1%	0	N/A	N/A
Zone 18R - Dutton	0	0	0	1	0	0	0	0	0	1	0	0	2	0%	0	N/A	N/A
Zone 19R - Dutton	3	1	1	0	0	1	0	0	2	1	0	0	9	1%	0	N/A	N/A
Zone 20R - Dutton	1	0	1	3	2	0	1	1	0	0	1	1	11	1%	0	N/A	N/A
Zone 21R - Dutton	0	1	1	1	1	2	1	0	0	0	0	0	7	1%	0	N/A	N/A
Grand Total	66	68	71	48	67	77	69	64	99	81	72	6	788	100%	0	100%	N/A

District/Zone	2023												2023		2022		YTD % Change
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
Zone 22R - Dutton	0	1	1	0	1	0	0	0	1	0	0	0	4	1%	0	N/A	N/A
Zone 23R - Dutton	0	0	1	0	1	1	3	2	0	2	0	0	10	1%	0	N/A	N/A
Grand Total	66	68	71	48	67	77	69	64	99	81	72	6	788	100%	0	100%	N/A

Monthly Call Volume Year over Year

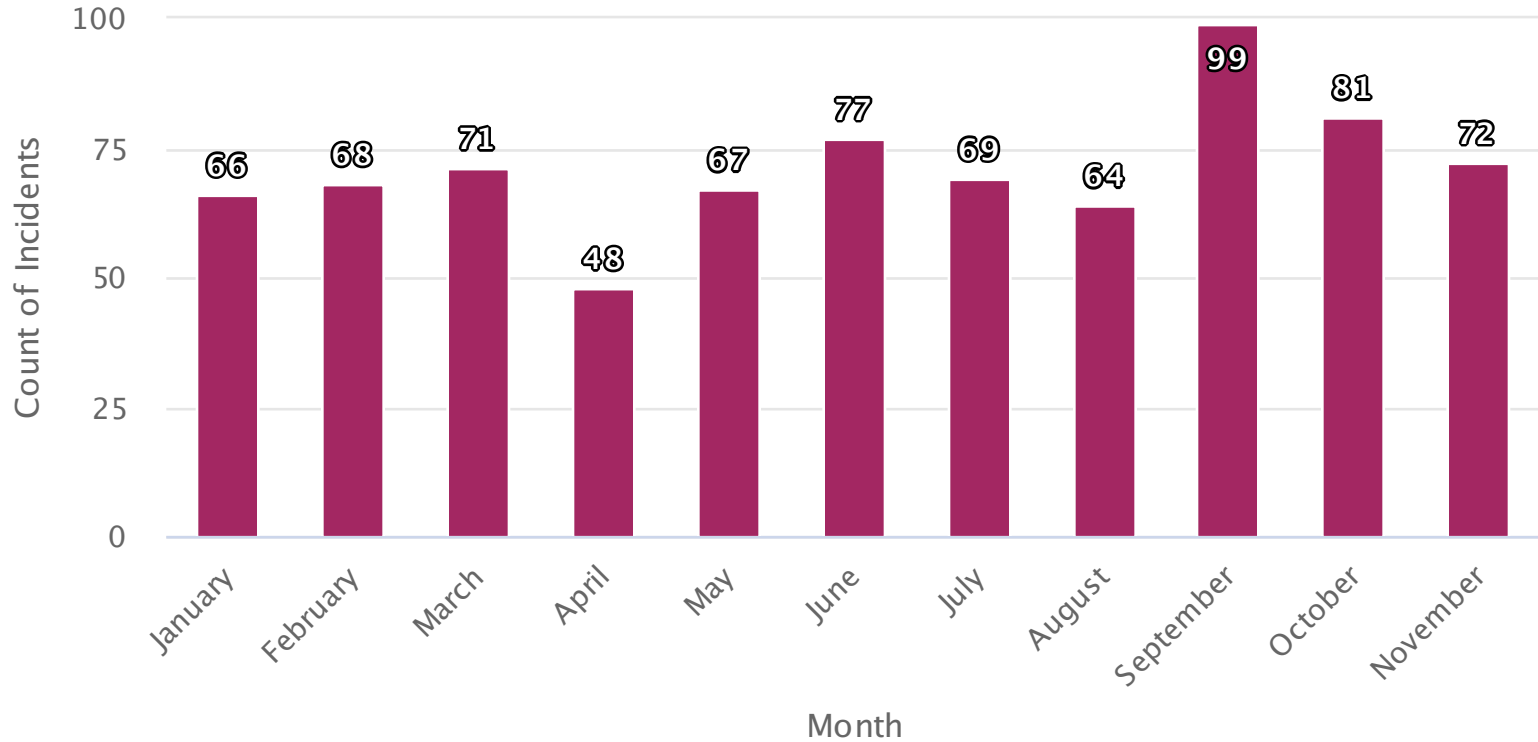
Jan 01, 2022 12:00 AM to Dec 04, 2023 03:54 PM



Month Name	2023		2022		YTD % Change
	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
January	66	8%	72	10%	-8.33%
February	68	9%	67	9%	1.49%
March	71	9%	62	9%	14.52%
April	48	6%	42	6%	14.29%
May	67	9%	68	9%	-1.47%
June	77	10%	53	7%	45.28%
July	69	9%	71	10%	-2.82%
August	64	8%	47	7%	36.17%
September	99	13%	81	11%	22.22%
October	81	10%	80	11%	1.25%
November	72	9%	68	9%	5.88%
December	6	1%	6	1%	0%
Grand Total	788	100%	717	100%	9.90%

Incidents by Month

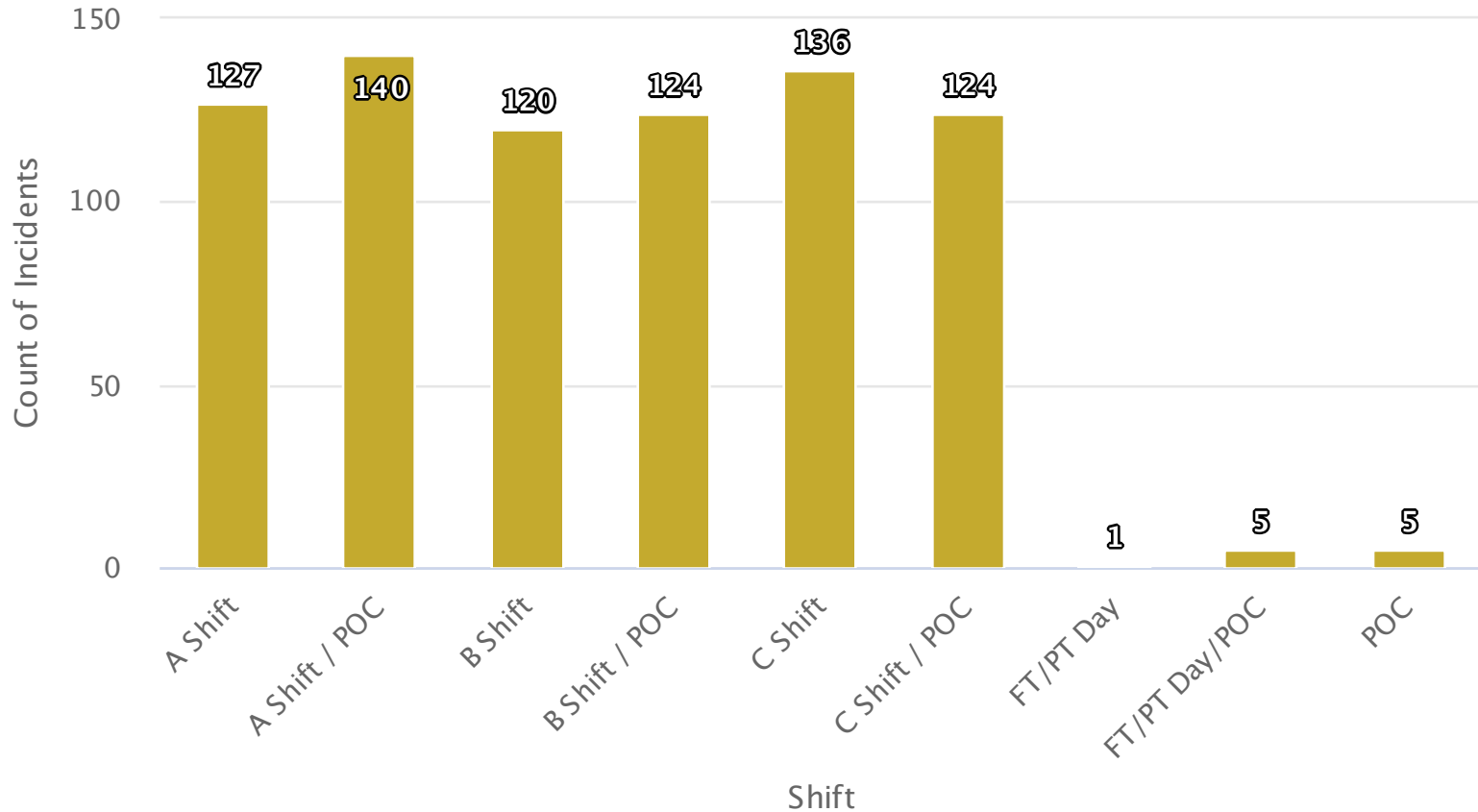
Jan 01, 2023 to Nov 30, 2023



● 2023

Incidents by Shift

Jan 01, 2023 to Nov 30, 2023



Incidents by Day and Hour

Jan 01, 2023 to Nov 30, 2023

Day of Week	Hour of Day																									
	0000	0200	0400	0600	0800	1000	1200	1400	1600	1800	2000	2200	2400	0000	0200	0400	0600	0800	1000	1200	1400	1600	1800	2000	2200	2400
Sunday	5	3	2	1	0	3	1	4	3	6	8	4	5	7	3	8	6	9	5	8	5	4	2	3		
Monday	1	1	4	1	0	1	4	4	7	3	4	6	6	6	6	5	3	9	8	2	2	7	3	1		
Tuesday	2	1	2	1	2	0	3	5	3	7	7	8	8	8	4	5	8	1	3	8	4	5	7	2		
Wednesday	2	1	3	3	3	1	1	2	7	10	9	7	8	11	6	9	4	6	6	11	6	5	4	7		
Thursday	5	2	1	1	2	1	4	6	7	6	6	11	8	4	7	10	5	11	11	8	6	5	5	3		
Friday	1	2	2	2	1	1	2	5	7	6	4	7	5	5	7	7	8	6	5	4	4	5	6	2		
Saturday	3	4	3	0	0	4	1	1	7	8	3	2	6	8	3	8	5	11	6	10	8	2	3	2		

Aid Given and Received Summary

Jan 01, 2023 to Nov 30, 2023



Fire Department	Automatic Aid Given	% of Total Automatic Aid Given	Automatic Aid Received	% of Total Automatic Aid Received	Mutual Aid Given	% of Total Mutual Aid Given	Mutual Aid Received	% of Total Mutual Aid Received
Byron Township Fire Department	0	0%	0	0%	2	0%	0	0%
Caledonia Township Fire Department	4	0%	1	0%	3	0%	7	0%
Cascade Township Fire Department	1	0%	0	0%	0	0%	0	0%
City of Kentwood Fire Department	11	0%	5	0%	2	0%	5	0%
Cutlerville Fire Department	12	0%	5	0%	76	0%	6	0%
Leighton Township Fire Department	1	0%	0	0%	0	0%	0	0%
Overall	29	100%	11	100%	83	100%	18	100%

Calls in Progress

Jan 01, 2023 12:00 AM to Nov 30, 2023 11:59 PM

Calls in Progress	Occurrences	% of Occurrences	Hours	% of Hours
0 Calls In Progress	738	47.16%	7,687.74	95.90%
1 Call In Progress	781	49.90%	319.75	3.99%
2 Calls In Progress	45	2.88%	8.24	0.10%
3 Calls In Progress	1	0.06%	0.26	0%
Totals	1,565	100%	8,016	100%



Michelle LaJoye-Young
SHERIFF

Chuck DeWitt
UNDERSHERIFF

NOVEMBER 2023 GAINES TOWNSHIP CP REPORT

COMPLETED

- Assisted the Kent Co Health Dept on S Kenbrook
- Responded to a missing 9-year-old on Hana Lake Ave
- Responded to a pin in injury crash on Patterson over M6
- Assisted on a death investigation and search warrant on Barry St
- Responded to an injury crash at 68th / Eastern Ave
- Worked on numerous sex offender verifications
- Investigated a sex offender violation and got charges for a subject on N Kenbrook St
- Dealt with an ongoing neighbor issue on S Green Meadow St
- Responded to the shooting at 60th / Kalamazoo Ave
- Arrested a Gaines Township resident for stealing a vehicle Rye Grass Ct
- Looked into an RV issue for Rod on Glen Hollow
- Assisted a Township resident with a gun permit issue
- Investigated a sex offender violation and got charges for a subject on Centerbrook St
- Looked into a business zoning issue for Dan Wells on 66th St
- Responded to an injury crash 1200blk of 84th St
- Looked into a leaf collection issue for the Township on Fontenelle
- Dealt with a hunting issue in the 7100blk of Eastern Ave
- Assisted Grand MHP management with an issue on Maplebrook St with a resident
- Looked into a hunting issue in the 6800blk of old Lantern Dr
- Looked into a noise issue on S Kenbrook St





Michelle LaJoye-Young
SHERIFF

Chuck DeWitt
UNDERSHERIFF

- Dealt with a tenant issue on Lodgepole with management
- Assisted on a stolen vehicle in the 7200blk of Eastern Ave
- Assisted the Michigan State Police on a parking issue on Rapids Dr
- Attended the Department Head meeting
- Worked on planning this years Shop with a Sheriff at the Gaines Meijer (This year's event will be on Dec 10th)
- Assisted Leisure Creeks property management company with a complaint
- Took 2 weeks off to spend some time in nature

ONGOING / UPCOMING

- Continue with Township Sex offender verifications
- Continued work on Shop with a Sheriff until the vent takes place
- Continued work with MSP Motor carrier unit on Rapids Dr
- Doing a breakfast, presentation, and tour with an accountability group from Dutton Christian here at the South Precinct





please join us for our annual

Employee Holiday Luncheon

**Gaines Charter Township
Lower-Level Community Room**

**Wednesday, December 20, 2023
12:00pm-1:00pm**

Bring your favorite dish to share.

@Greetings
ISLAND

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR 7:00 PM MEETING
November 13, 2023**

Present: Supervisor DeWard, Clerk Brew, Treasurer Lemke, Trustees Fryling, Haagsma, Terpstra, VanderStel

Absent with notice: None

Opening prayer was given by Board Member DeWard and the Pledge of Allegiance was recited

1. The meeting was called to order at 7:01 p.m. by Board Member DeWard with the introduction of Mike Visbara as Assistant Assessor.

2. Question of Conflict of Interest

None

3. Review of the Consent Agenda.

None

4. Meeting Agenda

Motion by Board Member Vander Stel and seconded by Board Member Terpstra to approve the proposed agenda.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

5. Communications ~ Non-action Informational Items

- a) **October 2023 Building Department Revenue Report**
- b) **October 2023 Dutton Fire Report**
- c) **October 2023 Cutlerville Fire Report**
- d) **October 2023 Community Police Officer's Report**
- e) **Cutlerville Fire Board Minutes**

6. Scheduled Speakers

None.

7. Recognition of Individuals and/or Delegations for agenda and non-agenda items.

One township resident and one attorney representing three township residents spoke on the rezone of 68th Street agenda item.

8. Public Hearings

A. Public Hearing for the 2024 Budget

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to open the public hearing on the 2024 Budget.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

No one spoke.

Motion by Board Member Terpstra and seconded by Board Member Fryling to close the public hearing on the 2024 Budget.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

B. Public Hearing regarding the Brewer Park Planned Unit Development (PUD)

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to open the public hearing on the Brewer Park PUD.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

No one spoke.

Motion by Board Member Fryling and seconded by Board Member Vander Stel to close the public hearing on the Brewer Park PUD.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

9. Approval of the Consent Agenda

Motion by Board Member Haagsma and seconded by Board Member Terpstra to approve the Consent agenda, including the October 09, 2023 5:30 pm and 7:00 pm and October 23, 2023 7:00 pm Township Board meeting minutes; General fund expenditures from 10/1/2023 through 10/31/2023 totaling \$283,656.29; Public Safety Special Assessment District expenditures totaling \$578,672.72; Building inspections totaling \$11,444.99; Water and sewer fund expenditures totaling \$726,899.75.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member Vander Stel - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Lemke - yes. Motion carried.

Motion by Board Member Haagsma to receive and file subject to audit the Treasurer's report. Seconded by Board Member Vander Stel.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Vander Stel - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Lemke - yes, Board Member Terpstra - yes. Motion carried.

10. New Business

A. Resolution Setting the Public Safety Special Assessment Rate to 1.00 Mil

Motion by Board Member Lemke and seconded by Board Member Haagsma to approve the resolution setting the Public Safety Special Assessment rate to 1.00 mil an increase from .75 mil in 2023

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Haagsma - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - no, Board Member Terpstra - yes, Board Member Vander Stel - yes. Motion carried.

B. Resolution Establishing Elected Township Clerk's 2024 Salary

Motion by Board Member Lemke and seconded by Board Member Haagsma to approve the 2024 Clerk's salary.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Haagsma - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Terpstra - yes, Board Member Vander Stel - yes, Board Member Brew - yes. Motion carried.

C. Resolution Establishing Elected Township Supervisor's 2024 Salary

Motion by Board Member Haagsma and seconded by Board Member Terpstra to approve the 2024 Supervisor's salary.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member Fryling - yes, Board Member Lemke - yes, Board Member Vander Stel - yes, Board Member Brew - yes, Board Member DeWard - yes. Motion carried.

D. Resolution Establishing Elected Township Treasurer's 2024 Salary.

Motion by Board Member Haagsma and seconded by Board Member Fryling to approve the 2024 Treasurer's salary.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Fryling - yes, Board Member Lemke - yes, Board Member Terpstra - yes, Board Member Vander Stel - yes, Board Member Brew - yes, Board Member DeWard - yes. Motion carried.

E. Resolution Establishing Elected Township Trustee's Per Diem

Motion by Board Member Lemke and seconded by Board Member Vander Stel to approve the 2024 Trustee's Per Diem.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Vander Stel - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Haagsma - yes. Motion carried.

F. Establish Township Manager's Salary

Motion by Board Member Terpstra and seconded by Board Member Haagsma to approve the Township Manager salary increase per contract retroactive to August 27, 2023.

ROLL CALL VOTE: Board Member Terpstra - yes, Board Member Haagsma - yes, Board Member Vander Stel - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Lemke - yes. Motion carried.

G. Resolution Exempting Gaines Charter Township from Requirements of Public Act 152 of 2011

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the Resolution Exempting Gaines Charter Township from Requirements of Public Act 152 of 2011.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Vander Stel - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Lemke - yes, Board Member Terpstra - yes. Motion carried.

H. Increase in Cutlerville Firefighter Compensation

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the increase in Cutlerville Firefighter compensation.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Vander Stel - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Lemke - yes, Board Member Terpstra - yes. Motion carried.

I. Increase in Dutton Firefighter Compensation

Motion by Board Member Lemke and seconded by Board Member Vander Stel to approve the increase in Dutton Firefighter compensation.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Vander Stel - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member Brew - yes. Motion carried.

J. Resolution Establishing 2024 Budgets

Motion by Board Member Lemke and seconded by Board Member Vander Stel to approve the 2024 Budgets.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Vander Stel - yes, Board Member Fryling - yes, Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member DeWard - yes. Motion carried.

K. Switch from Burnham and Flower to West Michigan Health Insurance Pool for Health, Dental, Vision, Disability, and Life Insurance policies.

Motion by Board Member Terpstra and seconded by Board Member Vander Stel to approve the switch to the West Michigan Insurance Pool for health, dental, vision, disability, and life insurance policies.

ROLL CALL VOTE: Board Member Terpstra - yes, Board Member Vander Stel - yes, Board Member Haagsma - yes, Board Member Lemke - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes. Motion carried.

L. HSA Contribution Policy

Motion by Board Member Lemke and seconded by Board Member Haagsma to approve the changes to the HSA contribution policy starting in 2024.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member Vander Stel - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes. Motion carried.

M. Brewer Park PUD

Motion by Board Member Vander Stel and seconded by Board Member Haagsma to approve the Brewer Park PUD resolution.

ROLL CALL VOTE: Board Member Vander Stel - yes, Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Lemke - yes. Motion carried.

Motion by Board Member Lemke and seconded by Board Member Vander Stel to approve the Brewer Park PUD ordinance to amend the Township zoning ordinance.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Vander Stel - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Haagsma - yes, Board Member Terpstra - yes. Motion carried.

N. Dutton – Division Corridor – Rezoning Request from General Commercial (C-2) to Neighborhood Commercial (C-1)

Motion by Board Member Haagsma and seconded by Board Member Terpstra to adopt the Dutton– Division Corridor – Rezoning Request from General Commercial (C-2) to Neighborhood Commercial (C-1) Ordinance.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member DeWard - yes, Board Member Fryling - no, Board Member Lemke - yes, Board Member Vander Stel - yes, Board Member Brew - yes. Motion carried.

O. Set Public Hearing on Zoning Ordinance Text Amendment Chapter 7 – Medium and High Density Residential Zoning District

Motion by Board Member Haagsma and seconded by Board Member Terpstra to set the public hearing on Zoning Ordinance Text Amendment Chapter 7 – Medium and High-Density Residential Zoning District for December 11, 2023.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

P. Reclassify Liquor License

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the reclassification of the Carmello's liquor license to Class C.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Vander Stel - yes, Board Member Lemke - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes. Motion carried.

Q. Closed Session pertaining to the Cutlerville Fire Station

Motion by Board Member Haagsma and seconded by Board Member Terpstra to enter closed session pursuant to section 8b of the Open Meetings Act to discuss the attorney opinion on the Cutlerville Fire Station at 8:37 pm.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member Lemke - yes, Board Member Vander Stel - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes. Motion carried.

Motion by Board Member Fryling and seconded by Board Member Terpstra to enter open session at 8:57 pm.

ROLL CALL VOTE: Board Member Fryling - yes, Board Member Terpstra - yes, Board Member Vander Stel - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Haagsma - yes, Board Member Lemke - yes. Motion carried.

Motion by Board Member Haagsma and seconded by Board Member Fryling to authorize the Township Manager to negotiate a separation agreement with Byron Township pertaining to the building and equipment subject to Township Board approval of the resultant separation agreement.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Fryling - yes, Board Member Vander Stel - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Lemke - no, Board Member Terpstra - yes. Motion carried.

11. Public Comments

Comments pertaining to the proposed Zoning Ordinance Text Amendment Chapter 7 – Medium and High Density Residential Zoning District language and new restriction rules in the proposed amendment.

12. Manager's comments

None.

13. Supervisor's comments.

None

14. Trustees comments

Deputy Treasurer position replacement begins the week of November 13. The proper application can be found at www.gainestownship.org.

15. Adjournment

Board Member DeWard adjourned the meeting at 09:18 p.m.

Michael Brew, Clerk

Robert DeWard, Supervisor

12/05/2023

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 11/01/2023 - 11/30/2023

Check Date	Bank	Check #	Payee	Description	Amount
11/05/2023	GEN 2	32932	ACCIDENT FUND	AF INSURANCE	3,583.01
11/05/2023	GEN 2	32933#	AMAZON CAPITAL SERVICES	VOICE RECORDER	34.99
11/05/2023	GEN 2	32933	AMAZON CAPITAL SERVICES	COFFEE POT/LABLES /BINDERS	26.98
11/05/2023	GEN 2	32933	AMAZON CAPITAL SERVICES	COFFEE POT/LABLES /BINDERS	81.71
11/05/2023	GEN 2	32933	AMAZON CAPITAL SERVICES	COFFEE AND CREAMER	86.09
11/05/2023	GEN 2	32933	AMAZON CAPITAL SERVICES	FLAGS	109.72
11/05/2023	GEN 2	32933	AMAZON CAPITAL SERVICES	EQUIPMENT	142.74
				CHECK GEN 2 32933 TOTAL FOR FUND 101:	482.23
11/05/2023	GEN 2	32934	BLACK RIVER HABITATS	PHRAGMITES CONTROL	650.00
11/05/2023	GEN 2	32936	BUSINESS SYSTEM SOLUTIONS, INC	CFD; DFD	4,131.60
11/05/2023	GEN 2	32937	CINTAS CORPORATION #301	MAT	87.34

11/05/2023	GEN 2	32939#	CONSUMERS ENERGY	ELECTRIC	3,855.12
11/05/2023	GEN 2	32939	CONSUMERS ENERGY	TRAFFIC CIRCLE	66.80
11/05/2023	GEN 2	32939	CONSUMERS ENERGY	ELECTRIC BILL	100.06
11/05/2023	GEN 2	32939	CONSUMERS ENERGY	DUTTON CEMETERY	28.79
11/05/2023	GEN 2	32939	CONSUMERS ENERGY	ELECTRIC	29.20
11/05/2023	GEN 2	32939	CONSUMERS ENERGY	ELECTRIC BILL	786.62
				CHECK GEN 2 32939 TOTAL FOR FUND 101:	4,866.59
11/05/2023	GEN 2	32941	DJ'S LANDSCAPE MANAGEMENT	CONTRACT MONTHLY	2,163.88
11/05/2023	GEN 2	32943	EVERETT'S LANDSCAPE MANAGEMENT INC	LAWN CONTRACT	336.44
11/05/2023	GEN 2	32943	EVERETT'S LANDSCAPE MANAGEMENT INC	LAWN MAINTENANCE	386.44
				CHECK GEN 2 32943 TOTAL FOR FUND 101:	722.88
11/05/2023	GEN 2	32946#	FIRST BANKCARD CENTER	CONTINUING ED./MEALS	358.34
11/05/2023	GEN 2	32946	FIRST BANKCARD CENTER	CONTINUING ED./MEALS	25.00
11/05/2023	GEN 2	32946	FIRST BANKCARD CENTER	CONTINUING ED./MEALS	225.00
11/05/2023	GEN 2	32946	FIRST BANKCARD CENTER	CONTINUING ED./MEALS	327.37
11/05/2023	GEN 2	32946	FIRST BANKCARD CENTER	CONTINUING ED./MEALS	16.13
11/05/2023	GEN 2	32946	FIRST BANKCARD CENTER	CONTINUING ED./MEALS	31.79
11/05/2023	GEN 2	32946	FIRST BANKCARD CENTER	CONTINUING ED./MEALS	56.98
				CHECK GEN 2 32946 TOTAL FOR FUND 101:	1,040.61
11/05/2023	GEN 2	32947#	FIRST BANKCARD CENTER	CONFERENCE	33.55
11/05/2023	GEN 2	32947	FIRST BANKCARD CENTER	CONFERENCE	602.40
11/05/2023	GEN 2	32947	FIRST BANKCARD CENTER	CONFERENCE	62.98
11/05/2023	GEN 2	32947	FIRST BANKCARD CENTER	CONFERENCE	19.98
				CHECK GEN 2 32947 TOTAL FOR FUND 101:	718.91

11/05/2023	GEN 2	32948	FIRST BANKCARD CENTER	FUEL AND EQUIPMENT REPAIR	144.71
11/05/2023	GEN 2	32948	FIRST BANKCARD CENTER	FUEL AND EQUIPMENT REPAIR	65.80
				CHECK GEN 2 32948 TOTAL FOR FUND 101:	210.51
11/05/2023	GEN 2	32949#	FIRST BANKCARD CENTER	MEALS /ELECTION ED.	42.39
11/05/2023	GEN 2	32949	FIRST BANKCARD CENTER	MEALS /ELECTION ED.	108.60
				CHECK GEN 2 32949 TOTAL FOR FUND 101:	150.99
11/05/2023	GEN 2	32950	FIRST BANKCARD CENTER	MAA ANNUAL CONFERENCE	417.00
11/05/2023	GEN 2	32950	FIRST BANKCARD CENTER	MAA ANNUAL CONFERENCE	225.00
				CHECK GEN 2 32950 TOTAL FOR FUND 101:	642.00
11/05/2023	GEN 2	32951	FIRST BANKCARD CENTER	DALE WIND	91.06
11/05/2023	GEN 2	32954#	GAINES WATER & SEWER FUND	WATER AND SEWER	150.96
11/05/2023	GEN 2	32954	GAINES WATER & SEWER FUND	WATER AND SEWER	461.98
				CHECK GEN 2 32954 TOTAL FOR FUND 101:	612.94
11/05/2023	GEN 2	32957	JND SNOWPLOWING INC	SNOWPLOWING	2,357.14
11/05/2023	GEN 2	32959	KENT COUNTY ROAD COMMISSION	CONSTRUCTION	209,575.27
11/05/2023	GEN 2	32960#	KIM TRIPLET	SNACKS FOR BOARD MEETING	17.18
11/05/2023	GEN 2	32960	KIM TRIPLET	SNACKS FOR BOARD MEETING	12.50
11/05/2023	GEN 2	32960	KIM TRIPLET	SNACKS FOR BOARD MEETING	12.50
				CHECK GEN 2 32960 TOTAL FOR FUND 101:	42.18

11/05/2023	GEN 2	32963	LAURIE LEMKE	CONFERENCE MEALS /MILEAGE	401.00
11/05/2023	GEN 2	32964	MEDMUTUAL LIFE	LIFE INSURANCE	430.30
11/05/2023	GEN 2	32966	MEYERS CLEANING SERVICE INC	GENERAL CLEANING AND SUPPLIES	2,441.10
11/05/2023	GEN 2	32967	MINER SUPPLY COMPANY	RESTROOM SUPPLIES	183.81
11/05/2023	GEN 2	32968	PLUMMERS DISPOSAL SERVICE	WHEELCHAIR ACCESSIBLE UNIT /TRASH CART RENT/	100.00
11/05/2023	GEN 2	32971	STERICYCLE INC.	PAPER	150.53
11/05/2023	GEN 2	32972#	T-MOBILE	PHONE BILL	24.92
11/05/2023	GEN 2	32972	T-MOBILE	PHONE BILL	24.92
11/05/2023	GEN 2	32972	T-MOBILE	PHONE	43.30
11/05/2023	GEN 2	32972	T-MOBILE	PHONE	21.65
11/05/2023	GEN 2	32972	T-MOBILE	PHONE	37.17
11/05/2023	GEN 2	32972	T-MOBILE	PHONE BILL	7.00
11/05/2023	GEN 2	32972	T-MOBILE	PHONE	145.10
11/05/2023	GEN 2	32972	T-MOBILE	PHONE	21.65
11/05/2023	GEN 2	32972	T-MOBILE	PHONE BILL	24.92
11/05/2023	GEN 2	32972	T-MOBILE	PHONE	271.30
				CHECK GEN 2 32972 TOTAL FOR FUND 101:	621.93
11/09/2023	GEN 2	32975	123.NET	EQUIPMENT CHARGE	251.50

11/09/2023	GEN 2	32976	AMAZON CAPITAL SERVICES	KEY TAGS,LABEL STICKERS,SPLIT RINGS	6.98
11/09/2023	GEN 2	32977#	ARROWASTE INC	MONTHLY CHARGE	285.94
11/09/2023	GEN 2	32977	ARROWASTE INC	MONTHLY CHARGE	63.80
11/09/2023	GEN 2	32977	ARROWASTE INC	MONTHLY CHARGE	80.80
				CHECK GEN 2 32977 TOTAL FOR FUND 101:	430.54
11/09/2023	GEN 2	32979	BETH WILDER	ELECTION / JANITORIAL SERVICES	175.00
11/09/2023	GEN 2	32981	CLARK HILL	CRYSTAL SPRINGS PROPERTY,LLC	137.50
11/09/2023	GEN 2	32981	CLARK HILL	MOBLE DEFENDERS LLC	275.00
11/09/2023	GEN 2	32981	CLARK HILL	FC GRAND RAPIDS MI. LANDLORD, LLC	696.00
				CHECK GEN 2 32981 TOTAL FOR FUND 101:	1,108.50
11/09/2023	GEN 2	32982#	CONSUMERS ENERGY	ELECTRIC	266.20
11/09/2023	GEN 2	32982	CONSUMERS ENERGY	ELECTRIC	90.39
11/09/2023	GEN 2	32982	CONSUMERS ENERGY	ELECTRIC	158.12
11/09/2023	GEN 2	32982	CONSUMERS ENERGY	ELECTRIC	105.34
11/09/2023	GEN 2	32982	CONSUMERS ENERGY	ELECTRIC	35.16
				CHECK GEN 2 32982 TOTAL FOR FUND 101:	655.21
11/09/2023	GEN 2	32983#	DJ'S LANDSCAPE MANAGEMENT	MONTHLY	2,163.88
11/09/2023	GEN 2	32983	DJ'S LANDSCAPE MANAGEMENT	LAWN MAINTENANCE	113.00
11/09/2023	GEN 2	32983	DJ'S LANDSCAPE MANAGEMENT	CONTRACT MONTHLY INSTALLMENT	181.50
11/09/2023	GEN 2	32983	DJ'S LANDSCAPE MANAGEMENT	MONTHLY CONTRACT	181.50
				CHECK GEN 2 32983 TOTAL FOR FUND 101:	2,639.88
11/09/2023	GEN 2	32984	GFL ENVIRONMENTAL	WASTE TEMP 40 YD.	920.00

11/09/2023	GEN 2	32986	GREATAMERICA FINANCIAL SERVICES	CONTRACTED SERVICES	917.00
11/09/2023	GEN 2	32987#	HUIZINGA LAWN SPRINKLING INC	WINTERIZE SYSTEM	520.00
11/09/2023	GEN 2	32987	HUIZINGA LAWN SPRINKLING INC	WINTERIZE SYSTEM	300.00
				CHECK GEN 2 32987 TOTAL FOR FUND 101:	820.00
11/09/2023	GEN 2	32988	IDA YOUNG	ELECTION MILEAGE	25.55
11/09/2023	GEN 2	32989#	JACK'S LAWN & SNOWPLOWING, INC	SEASONAL P L SNOWLOWING	690.04
11/09/2023	GEN 2	32989	JACK'S LAWN & SNOWPLOWING, INC	SNOWPLOWING	2,062.38
11/09/2023	GEN 2	32989	JACK'S LAWN & SNOWPLOWING, INC	SNOWPLOWING	285.71
11/09/2023	GEN 2	32989	JACK'S LAWN & SNOWPLOWING, INC	SNOWPLOWING	285.71
11/09/2023	GEN 2	32989	JACK'S LAWN & SNOWPLOWING, INC	SNOWPLOWING	1,030.81
				CHECK GEN 2 32989 TOTAL FOR FUND 101:	4,354.65
11/09/2023	GEN 2	32990	KENT COMMUNICATIONS INC	TAX BILL POSTAGE DEPOSIT	3,000.00
11/09/2023	GEN 2	32991	KENT COUNTY TREASURER	REIMBURSE KENT COUNTY FOR TAXES	57.66
11/09/2023	GEN 2	32992	LAMPHEAR SERVICE COMPANY INC	BROILER #2 VENT LEAK (IN WOMANS BATHROOM)	284.25
11/09/2023	GEN 2	32994	STAR 2 STAR COMMUNICATIONS	TOWNSHIP TELEPHONE	829.50
11/09/2023	GEN 2	32995#	THE SUN AND NEWS	NOTICE OF PUBLIC HEARING	498.60
11/09/2023	GEN 2	32995	THE SUN AND NEWS	NOTICE OF PUBLIC HEARING	70.80
				CHECK GEN 2 32995 TOTAL FOR FUND 101:	569.40

11/09/2023	GEN 2	32996	WEST MICHIGAN DOCUMENT SHREDDING LL	SHREDDING SERVICE	40.00
11/10/2023	GEN 2	32998	SHAWRIKA MEADOWS	ELECTION WORK	243.75
11/16/2023	GEN 2	32999	ACCIDENT FUND	WORKERS COMP	2,230.96
11/16/2023	GEN 2	33000#	AMAZON CAPITAL SERVICES	PRINTING CALCULATOR	24.39
11/16/2023	GEN 2	33000	AMAZON CAPITAL SERVICES	COVID-19 TESTS	150.60
11/16/2023	GEN 2	33000	AMAZON CAPITAL SERVICES	SAW, SAW BLADES	311.67
11/16/2023	GEN 2	33000	AMAZON CAPITAL SERVICES	COFFEE POT FOR BREAK ROOM, MORE RAM FOR JIN	396.90
				CHECK GEN 2 33000 TOTAL FOR FUND 101:	883.56
11/16/2023	GEN 2	33001#	BLOOM SLUGGETT	PRIVATE ROADS, SIDEWALKS,REZONE CONFERENCE!	48.00
11/16/2023	GEN 2	33001	BLOOM SLUGGETT	PRIVATE ROADS, SIDEWALKS,REZONE CONFERENCE!	792.00
11/16/2023	GEN 2	33001	BLOOM SLUGGETT	PRIVATE ROADS, SIDEWALKS,REZONE CONFERENCE!	2,680.17
				CHECK GEN 2 33001 TOTAL FOR FUND 101:	3,520.17
11/16/2023	GEN 2	33002#	BLUE CROSS HSA	HEALTH	204.50
11/16/2023	GEN 2	33002	BLUE CROSS HSA	HEALTH	204.49
11/16/2023	GEN 2	33002	BLUE CROSS HSA	HEALTH	1,920.74
11/16/2023	GEN 2	33002	BLUE CROSS HSA	HEALTH	1,445.11
11/16/2023	GEN 2	33002	BLUE CROSS HSA	HEALTH	2,841.67
11/16/2023	GEN 2	33002	BLUE CROSS HSA	HEALTH	1,003.47
11/16/2023	GEN 2	33002	BLUE CROSS HSA	HEALTH	2,151.11
				CHECK GEN 2 33002 TOTAL FOR FUND 101:	9,771.09
11/16/2023	GEN 2	33006	CUSTOM ENGRAVING INC	HARVEST FESTIVAL RIBBONS	254.00

11/16/2023	GEN 2	33007#	DELTA DENTAL	DENTAL	104.66
11/16/2023	GEN 2	33007	DELTA DENTAL	DENTAL	164.00
11/16/2023	GEN 2	33007	DELTA DENTAL	DENTAL	278.25
11/16/2023	GEN 2	33007	DELTA DENTAL	DENTAL	89.55
11/16/2023	GEN 2	33007	DELTA DENTAL	DENTAL	268.30
11/16/2023	GEN 2	33007	DELTA DENTAL	DENTAL	79.60
11/16/2023	GEN 2	33007	DELTA DENTAL	DENTAL	39.80
11/16/2023	GEN 2	33007	DELTA DENTAL	DENTAL	173.95
				CHECK GEN 2 33007 TOTAL FOR FUND 101:	1,198.11
11/16/2023	GEN 2	33008	ELECTION SOURCE	BALLOT BAGS, SIGNS, TRANSFER BAGS	868.00
11/16/2023	GEN 2	33009	FIRST UNUM LIFE INSURANCE COMPANY	LONG AND SHORT TERM	1,373.88
11/16/2023	GEN 2	33010	HORIZON COMMUNITY PLANNING LLC	DRAFT CHAPTERS /HOFFMAN ESTATES	2,312.50
11/16/2023	GEN 2	33011	INTERURBAN TRANSIT PARTNERSHIP	CONTRACT SERVICE FOR NOVEMBER 2023	643.04
11/16/2023	GEN 2	33011	INTERURBAN TRANSIT PARTNERSHIP	CONTRACT SERVICE FOR NOVEMBER 2023	3,140.55
				CHECK GEN 2 33011 TOTAL FOR FUND 101:	3,783.59
11/16/2023	GEN 2	33012#	IPM SERVICES	PEST	42.00
11/16/2023	GEN 2	33012	IPM SERVICES	PEST	42.00
11/16/2023	GEN 2	33012	IPM SERVICES	PEST	25.00
11/16/2023	GEN 2	33012	IPM SERVICES	PEST	25.00
				CHECK GEN 2 33012 TOTAL FOR FUND 101:	134.00
11/16/2023	GEN 2	33013	KENT COUNTY PARKS DEPARTMENT	TRAIL MAINTENANCE	918.62

11/16/2023	GEN 2	33014	KENT COUNTY TREASURER ASSOCIATION	ANNUAL HOLIDAY BUSINESS MEETING AND LUNCH	35.00
11/16/2023	GEN 2	33015	MAYNARDS WATER CONDITIONING LLC	SALT CHECK	35.00
11/16/2023	GEN 2	33016	MICHIGAN TOWNSHIP ASSOCIATION	SSIFIED AD	150.00
11/16/2023	GEN 2	33017	MINER SUPPLY COMPANY	BATH TIS AND MUTIFOLD TWL.	183.81
11/16/2023	GEN 2	33018#	PHASE 3 GRAPHICS	BUSINESS CARDS MIKE IDA	49.00
11/16/2023	GEN 2	33018	PHASE 3 GRAPHICS	BUSINESS CARDS MIKE IDA	49.00
11/16/2023	GEN 2	33018	PHASE 3 GRAPHICS	BUSINESS CARDS MIKE IDA	12.88
				CHECK GEN 2 33018 TOTAL FOR FUND 101:	110.88
11/16/2023	GEN 2	33020	PITNEY BOWES PURCHASE POWER	ELECTION POSTAGE	1,582.75
11/16/2023	GEN 2	33021#	VRIESMAN & KORHORN LLC	MISCELLANEOUS ENGINEERING	420.13
11/16/2023	GEN 2	33021	VRIESMAN & KORHORN LLC	HANNA LAKE SIDEWALK	1,314.00
11/16/2023	GEN 2	33021	VRIESMAN & KORHORN LLC	BLAIN CEMETERY EXPANSION	4,306.62
11/16/2023	GEN 2	33021	VRIESMAN & KORHORN LLC	MISCELLANEOUS ENGINEERING	1,014.00
11/16/2023	GEN 2	33021	VRIESMAN & KORHORN LLC	ALLIANCE BEVERAGE PHASE 2	468.00
11/16/2023	GEN 2	33021	VRIESMAN & KORHORN LLC	SOUTH CHRISTIAN CLASSROOMS	424.28
				CHECK GEN 2 33021 TOTAL FOR FUND 101:	7,947.03
11/24/2023	GEN 2	33023	ALL STAR PRINTING COMPANY	BILLS,LETTERS,ENVELOPES	1,925.76
11/24/2023	GEN 2	33024	BUIST ELECTRIC INC	PHOTOCELL ADJUSTMENT	177.00

11/24/2023	GEN 2	33025	BUSINESS SYSTEM SOLUTIONS, INC	PLANNING LAPTOP	623.99
11/24/2023	GEN 2	33025	BUSINESS SYSTEM SOLUTIONS, INC	PLANNING LAPTOP	1,909.99
				CHECK GEN 2 33025 TOTAL FOR FUND 101:	2,533.98
11/24/2023	GEN 2	33026#	DTE ENERGY	GAS/HEAT	931.06
11/24/2023	GEN 2	33026	DTE ENERGY	GAS/HEATING	285.39
				CHECK GEN 2 33026 TOTAL FOR FUND 101:	1,216.45
11/24/2023	GEN 2	33027	GFL ENVIRONMENTAL	WASTE	5,520.00
11/24/2023	GEN 2	33028	GORDON WATER	WATER/COOLER RENT	56.19
11/24/2023	GEN 2	33030	KENT COUNTY CLERKS ASSOCIATION	MEALS	80.00
11/24/2023	GEN 2	33031	KIM TRIPLETT	MILEAGE,ON CALL- COMMUNITY ROOM	73.79
11/24/2023	GEN 2	33032	MICH ASSOC OF MUNICIPAL CLERKS	MEMBERSHIP /DUES	231.00
11/24/2023	GEN 2	33033	MICHIGAN MUNICIPAL EXECUTIVES	WMME MEMBERSHIP 2023-2024	200.00
11/24/2023	GEN 2	33034	STAR 2 STAR COMMUNICATIONS	TWP OFFICE PHONES	841.01
				Total for fund 101 GENERAL FUND	303,935.31

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

12/05/2023

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 11/01/2023 - 11/30/2023

Check Date	Bank	Check #	Payee	Description	Amount
11/05/2023	GEN 2	32932#	ACCIDENT FUND	AF INSURANCE	6,419.55
11/05/2023	GEN 2	32932	ACCIDENT FUND	AF INSURANCE	4,926.63
				CHECK GEN 2 32932 TOTAL FOR FUND 205:	11,346.18
11/05/2023	GEN 2	32933#	AMAZON CAPITAL SERVICES	EQUIPMENT	14.25
11/05/2023	GEN 2	32933	AMAZON CAPITAL SERVICES	EQUIPMENT	88.33
11/05/2023	GEN 2	32933	AMAZON CAPITAL SERVICES	TACTICAL STRYKE PANT	122.12
11/05/2023	GEN 2	32933	AMAZON CAPITAL SERVICES	TACTICAL STRYKE PANT	122.11
				CHECK GEN 2 32933 TOTAL FOR FUND 205:	346.81
11/05/2023	GEN 2	32936#	BUSINESS SYSTEM SOLUTIONS, INC	CFD; DFD	1,414.40
11/05/2023	GEN 2	32936	BUSINESS SYSTEM SOLUTIONS, INC	CFD; DFD	804.00
				CHECK GEN 2 32936 TOTAL FOR FUND 205:	2,218.40
11/05/2023	GEN 2	32938	COMCAST	BUSINESS INTERNET	226.30
11/05/2023	GEN 2	32939	CONSUMERS ENERGY	ELECTRIC	939.38
11/05/2023	GEN 2	32940	DINGES PARTNERS GROUP LLC	TRUCK EQUIPMENT	1,579.79
11/05/2023	GEN 2	32942	ENGRAVE DETAIL	LOCKER AND TRACKER TAGS	54.00
11/05/2023	GEN 2	32944	FIRST ARRIVING LLC	DASHBOARD RENEWAL	479.40

11/05/2023	GEN 2	32945	FIRST BANKCARD CENTER	CFD TEST	2,400.00
11/05/2023	GEN 2	32952	FIRST BANKCARD CENTER	KEN VANHALL DFD	300.00
11/05/2023	GEN 2	32952	FIRST BANKCARD CENTER	KEN VANHALL DFD	(9.30)
11/05/2023	GEN 2	32952	FIRST BANKCARD CENTER	KEN VANHALL DFD	924.96
11/05/2023	GEN 2	32952	FIRST BANKCARD CENTER	KEN VANHALL DFD	213.32
11/05/2023	GEN 2	32952	FIRST BANKCARD CENTER	KEN VANHALL DFD	66.58
				CHECK GEN 2 32952 TOTAL FOR FUND 205:	1,495.56
11/05/2023	GEN 2	32953	FIRST BANKCARD CENTER	CFD	592.00
11/05/2023	GEN 2	32953	FIRST BANKCARD CENTER	CFD	74.04
11/05/2023	GEN 2	32953	FIRST BANKCARD CENTER	CFD	250.00
				CHECK GEN 2 32953 TOTAL FOR FUND 205:	916.04
11/05/2023	GEN 2	32955	HALT FIRE, INC	VEHICLE MAINTENANCE	2,456.83
11/05/2023	GEN 2	32956	JASON VANDERMOLEN	CANDY	32.15
11/05/2023	GEN 2	32961	KLEYN MOBILE REPAIR LLC	VEHICLE MAINTENANCE	2,183.90
11/05/2023	GEN 2	32962	LAMPHEAR SERVICE COMPANY INC	SERVICE LABOR AND PARTS	512.00
11/05/2023	GEN 2	32965	MENARDS- WYOMING	CFD	161.82
11/05/2023	GEN 2	32969	PRO-MOW LAWN CARE LLC	FALL CLEAN UP	100.00
11/05/2023	GEN 2	32970	QUAD COUNTY FIRE EQUIPMENT&FIRE TRU	CFD /APPRAISAL	1,470.00

11/05/2023	GEN 2	32972#	T-MOBILE	PHONE	43.30
11/05/2023	GEN 2	32972	T-MOBILE	PHONE	72.65
				CHECK GEN 2 32972 TOTAL FOR FUND 205:	115.95
11/05/2023	GEN 2	32973	TANIN ECKHOFF	EMT LICENCE FEE /NATIONAL REG. APPLICATION FEI	144.00
11/05/2023	GEN 2	32974#	WEX BANK	FUEL	1,059.49
11/05/2023	GEN 2	32974	WEX BANK	FUEL	19.88
				CHECK GEN 2 32974 TOTAL FOR FUND 205:	1,079.37
11/09/2023	GEN 2	32976	AMAZON CAPITAL SERVICES	CAR WASH, BATTERIES	79.02
11/09/2023	GEN 2	32976	AMAZON CAPITAL SERVICES	BATTERY, CLEANING SUPPLIES	64.14
11/09/2023	GEN 2	32976	AMAZON CAPITAL SERVICES	BATTERY, CLEANING SUPPLIES	27.71
				CHECK GEN 2 32976 TOTAL FOR FUND 205:	170.87
11/09/2023	GEN 2	32977#	ARROWASTE INC	MONTHLY CHARGE	120.47
11/09/2023	GEN 2	32977	ARROWASTE INC	MONTHLY CHARGE	53.52
				CHECK GEN 2 32977 TOTAL FOR FUND 205:	173.99
11/09/2023	GEN 2	32978	AUTO VALUE PARTS STORES	OIL DRY	139.90
11/09/2023	GEN 2	32978	AUTO VALUE PARTS STORES	COPPER PLUG	5.58
				CHECK GEN 2 32978 TOTAL FOR FUND 205:	145.48
11/09/2023	GEN 2	32982	CONSUMERS ENERGY	ELECTRIC	864.40

11/09/2023	GEN 2	32985	GREAT LAKES UPFITTING	AUTO -EJECT	551.84
11/09/2023	GEN 2	32989#	JACK'S LAWN & SNOWPLOWING, INC	SEASONAL SNOWPLOWING	981.72
11/09/2023	GEN 2	32989	JACK'S LAWN & SNOWPLOWING, INC	SNOWPLOWING	981.72
11/09/2023	GEN 2	32989	JACK'S LAWN & SNOWPLOWING, INC	LAWN MAINTENANCE	152.75
				CHECK GEN 2 32989 TOTAL FOR FUND 205:	2,116.19
11/09/2023	GEN 2	32993#	PHOENIX SAFETY OUTFITTERS	UNIFORMS	743.23
11/09/2023	GEN 2	32993	PHOENIX SAFETY OUTFITTERS	UNIFORMS	496.32
11/09/2023	GEN 2	32993	PHOENIX SAFETY OUTFITTERS	UNIFORMS	1,013.56
				CHECK GEN 2 32993 TOTAL FOR FUND 205:	2,253.11
11/09/2023	GEN 2	32994	STAR 2 STAR COMMUNICATIONS	DFD TELEPHONE	460.11
11/09/2023	GEN 2	32997	WITMER PUBLIC SAFETY GROUP INC	PADDED SUSPENDER	162.83
11/16/2023	GEN 2	32999#	ACCIDENT FUND	WORKERS COMP	3,997.13
11/16/2023	GEN 2	32999	ACCIDENT FUND	WORKERS COMP	3,067.57
				CHECK GEN 2 32999 TOTAL FOR FUND 205:	7,064.70
11/16/2023	GEN 2	33000#	AMAZON CAPITAL SERVICES	GARAGE DORR OPENER, AND WATERPROOF DUCT T	32.28
11/16/2023	GEN 2	33000	AMAZON CAPITAL SERVICES	CFD HANMD TOWELL, CARPET CLEANER, WINDOW I	121.94
11/16/2023	GEN 2	33000	AMAZON CAPITAL SERVICES	BATTERIES	21.45
11/16/2023	GEN 2	33000	AMAZON CAPITAL SERVICES	GARAGE DORR OPENER, AND WATERPROOF DUCT T	10.10
11/16/2023	GEN 2	33000	AMAZON CAPITAL SERVICES	CFD EXAM GLOVES	225.40
11/16/2023	GEN 2	33000	AMAZON CAPITAL SERVICES	GARAGE DORR OPENER, AND WATERPROOF DUCT T	19.00
11/16/2023	GEN 2	33000	AMAZON CAPITAL SERVICES	DFD FLAG HOLDER, SPRAY BOTTLE, MEAT THERMON	40.00
11/16/2023	GEN 2	33000	AMAZON CAPITAL SERVICES	DFD FLAG HOLDER, SPRAY BOTTLE, MEAT THERMON	30.46
11/16/2023	GEN 2	33000	AMAZON CAPITAL SERVICES	DFD AIR BRAKE LINE FITTINGS, AIR BRAKE TUBING	86.89
				CHECK GEN 2 33000 TOTAL FOR FUND 205:	587.52

11/16/2023	GEN 2	33002#	BLUE CROSS HSA	HEALTH	6,204.01
11/16/2023	GEN 2	33002	BLUE CROSS HSA	HEALTH	7,796.65
				CHECK GEN 2 33002 TOTAL FOR FUND 205:	14,000.66
11/16/2023	GEN 2	33003	BOUND TREE MEDICAL LLC	CFD BANDAGES	108.26
11/16/2023	GEN 2	33004	COMCAST	TELECOMMUNICATIONS	318.30
11/16/2023	GEN 2	33005	CUMMINS SALES AND SERVICE	PLANNED MAINTENANCE	465.91
11/16/2023	GEN 2	33007#	DELTA DENTAL	DENTAL	658.94
11/16/2023	GEN 2	33007	DELTA DENTAL	DENTAL	524.80
				CHECK GEN 2 33007 TOTAL FOR FUND 205:	1,183.74
11/16/2023	GEN 2	33012#	IPM SERVICES	PEST	25.00
11/16/2023	GEN 2	33012	IPM SERVICES	PEST	25.00
11/16/2023	GEN 2	33012	IPM SERVICES	PEST	25.00
11/16/2023	GEN 2	33012	IPM SERVICES	PEST	25.00
				CHECK GEN 2 33012 TOTAL FOR FUND 205:	100.00
11/16/2023	GEN 2	33019	PHOENIX SAFETY OUTFITTERS	CFD UNIFORMS	875.00
11/16/2023	GEN 2	33022	WEST SHORE FIRE INC	FACEPIECE WITH KEVLAR HEAD HARNESS	340.00
11/24/2023	GEN 2	33026#	DTE ENERGY	GAS/HEAT	199.28
11/24/2023	GEN 2	33026	DTE ENERGY	NATURAL GAS	118.66
11/24/2023	GEN 2	33026	DTE ENERGY	GAS/HEATING	565.06
				CHECK GEN 2 33026 TOTAL FOR FUND 205:	883.00

11/24/2023	GEN 2	33029	ICON SERVICE	EQUIPMENT REPAIR	4,175.75
11/24/2023	GEN 2	33034	STAR 2 STAR COMMUNICATIONS	DFD PHONES	466.58
11/24/2023	GEN 2	33035#	WEST SHORE FIRE INC	TEST AIR PACK, MILEAGE,SHOP SUPPLIES	1,530.00
11/24/2023	GEN 2	33035	WEST SHORE FIRE INC	TEST AIR PACK, FIT TESTING , SUPPLIES, MILEAGE	1,370.00
				CHECK GEN 2 33035 TOTAL FOR FUND 205:	2,900.00
				Total for fund 205 PUBLIC SAFETY SAD	70,626.12
'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT					

12/05/2023

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 11/01/2023 - 11/30/2023

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
11/05/2023	GEN 2	32935	BS&A SOFTWARE	PAS/SERVICE FEE	809.000	371.000	510.00
11/05/2023	GEN 2	32935	BS&A SOFTWARE	CONTINUING ED.	832.000	371.000	150.00
				CHECK GEN 2 32935 TOTAL FOR FUND 549:			660.00
11/05/2023	GEN 2	32950	FIRST BANKCARD CENTER	MAA ANNUAL CONFERENCE	831.000	371.000	444.60
11/05/2023	GEN 2	32958	JOHN STUYFZAND	MILEAGE	817.000	371.000	197.16
11/05/2023	GEN 2	32958	JOHN STUYFZAND	MILEAGE	817.000	371.000	408.07
11/05/2023	GEN 2	32958	JOHN STUYFZAND	MILEAGE	817.000	371.000	189.95
11/05/2023	GEN 2	32958	JOHN STUYFZAND	FALL CONFERENCE	817.000	371.000	251.52
				CHECK GEN 2 32958 TOTAL FOR FUND 549:			1,046.70
11/05/2023	GEN 2	32972	T-MOBILE	PHONE	853.000	371.000	43.30
11/16/2023	GEN 2	33002	BLUE CROSS HSA	HEALTH	717.000	371.000	2,951.92
				Total for fund 549 BUILDING INSPECTIONS DEPT			5,146.52

GAINES CHARTER TOWNSHIP
LAURIE J LEMKE, TREASURER
CASH, INVESTMENTS; CD'S , MM AND POOL ACCOUNTS
October of 2023

Bank	Type	Amount	APR	Term	Maturity Date
101 GENERAL FUND					
Macatawa Checking	Ckg	\$ 1,821,897.96	4.07%		
Sidewalk & Trails	Assigned	\$ 10,937.92			
CFD - Truck Fund	Assigned	\$ 400,000.00			
DFD - Truck Fund	Assigned	\$ 450,000.00			
Cemetery	Assigned	\$ 10,000.00			
Township Hall & Grounds	Assigned	\$ 59,800.00			
Division Ave. Improvements	Assigned	\$ 24,000.69			
Total General Fund Checking		\$ 2,776,636.57			
Macatawa MM Savings					
Building Department	Restricted	\$ 1,778,327.00			
Streetlights	Restricted	\$ 110,565.00			
GF Investment		\$ 777,675.93			
Interest Paid to Date		\$ 64,245.07			
	127409	\$ 2,730,813.00	4.07%		
Investments					
Kent Co. Pool - General	Pooled	\$ 386,595.54	3.06%		
Michigan Class	Pooled	\$ 903,178.99	5.49%		
CIBC	CD	\$ 550,000.00	5.20%	365 Days	6.4.2024
Consumers Credit Union	CD	\$ 308,574.94	4.50%	18 Mos.	10.4.2024
		\$ 2,148,349.47			

GENERAL FUND TOTAL \$ 7,655,799.04

Kent Co. Pool - ARPA Funds Pooled \$ 2,955,782.72 3.60%

DIVISION AVE CORRIDOR	\$ 15,586.06
TRUST & AGENCY	\$ 278,459.19
TAX FUND	\$ 220,038.32
PETTY CASH	\$ 265.25

WATER & SEWER					
Bank		Amount	APR	Term	Maturity Date
Macatawa Bank	Checking	\$ 2,911,993.30	4.07%		
Kent Co. Pool	Pooled	\$ 9,472,152.49	3.26%		
Michigan Class	Pooled	\$ 1,644,047.94	5.48%		
Consumers Credit Union	Share	\$ 27.74			
Consumers Credit Union	MMM	\$ 366,496.33	3.50%		
Huntington Investments	Meeder PF	\$-			
Flagstar Bank	CD	\$ 1,005,196.32	4.74%	180 Days	11.7.2023
Flagstar Bank	CD	\$ 250,506.96	5.69%	12 Months	1.5.2024
Macatawa Bank	CD	\$ 750,000.00	3.15%	15 Months	2.16.2024
Grand River Bank	CD	\$ 302,862.92	4.65%	12 Months	4.3.2024
West MI Community Bank	CDars	\$ 308,392.96	3.92%	52 Weeks	4.4.2024
Choice One Bank	CD	\$ 251,422.02	4.33%	12 Months	4.9.2024
Choice One Bank	CD	\$ 1,002,774.76	5.13%	12 Months	6.1.2024
West MI Community Bank	CDars	\$ 515,055.06	4.64%	52 Weeks	6.6.2024
West MI Community Bank	CD	\$ 750,000.00	5.25%	365 Days	7.20.2024
CIBC USA Bank	CD	\$ 1,013,066.66	5.40%	365 Days	8.9.2024
Horizon	CD	\$ 1,081,139.20	5.06%	365 Days	9.19.2024
Mercantile Bank of MI	CD	\$ 251,012.70	2.10%	365 Days	10.20.2023
First National Bank of A	CD	\$ 518,219.01	4.40%	18 Months	12.17.2024
Flagstar Bank	CD	\$ 1,059,556.17	5.08%	17 Months	3.3.2025
Restricted W&S Fees		\$ 23,453,922.54			



MEMO

Staff Communication

DATE: December 11th, 2023

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director

RE: Zoning Text Amendment– Chapter 7: Medium and High-Density Residential Zoning District

SUMMARY OF TOPIC:

The Planning Commission has recommended revisions to “Chapter 7: Medium and High-Density Residential Zoning District” to bring it into alignment with the 2023 Master Plan. Both the “Permitted Uses” and “Development Standards” were reviewed for each zoning category and draft changes have been made where adjustments are appropriate.

The current Residential-3 only includes apartments. The proposed amendment adds Village Neighborhood (VN) a mix of single detached and multiple family dwellings, all with individual entrances. This is an important distinction compared to multiple family housing (or apartments) that have shared entrances for two or more housing units. Apartments are proposed to be renamed Multi-Family Residential (MFR) and are subject to different setbacks depending on height. The current Residential-4 (mobile homes) are renamed Mobile Home Residential (MHR) but remain unchanged otherwise.

Village Neighborhood development will be on smaller lots than the Suburban Residential areas (currently RL-10 and RL-14) and must be served by utilities. The proposed changes also include requiring parks and open space amenities to be developed for the enjoyment and health of residents. Several new building standards are also included.

The proposed ordinance language allows for the development of housing in the “Village Residential” model laid out in the Master Plan. Previously the R-3 zone did allow for both townhouses and apartments but didn’t differentiate between the two types of

housing in terms of setbacks or development standards. Generally, Staff attempted to look at historical and existing development within the Township to inform suggested changes. For example, the Cutlerville area was developed in the 1930s and 1940s and was laid out with smaller (6200 – 7500 S.F.) lots in proximity to the business corridor. In some areas on the future land use plan Village Neighborhood is located adjacent to Neighborhood Commercial. Development in these areas is intended to place residents in proximity to service businesses which will help reduce some traffic congestion as the Township grows.

Summaries of the Master Plan descriptions of each zoning category are below.

Regarding the Village Neighborhood category:

The Village Residential is intended for residential uses just as the Suburban Residential area, but at moderately higher densities and incorporating two-family and multi-unit connected townhomes along with single family houses so that a neighborhood with mixed housing options is created. The Village Residential area is intended primarily for single family home development, both platted and unplatted, and may serve as a buffer between Suburban Residential and a variety of commercial or high density residential.

Apartments (MFR) are proposed to be treated differently to integrate multi-story buildings better into the Township. The Planning Commission recommends updating the setback and square footage requirements to be like other residential home types if apartments are two stories, and if three stories then they would need to meet more restrictive setbacks. This will have the effect of “stepping” a development with two stories around the property boundary and placing taller buildings at the center to avoid larger buildings looming over adjacent properties.

From the Master Plan:

The primary purpose of apartments is to house people in buildings with multiple dwelling units sharing a single entrance. They should be near commercial and recreational services, with good amenities and designs that are compatible with neighboring uses.

Multi-building apartment complexes may incorporate three story buildings, but only outside of a setback from property lines that would prevent a perception of looming buildings on the neighboring properties and rights-of-way.

SUMMARY OF CHANGES

Proposed alterations to the zoning ordinance “7.1 Description & Purpose” section are as follows:

1. Changed the “R-3/R-4” names to “Village Neighborhood” (VN), “Multiple Family Residential” (MFR) and Mobile Home Residential (MHR) which is easier to remember and more descriptive.

2. Note the differences between VN and MFR; VN with *single* entrances, and MFR with *shared* entries.

7.2 Permitted Uses Section:

1. Single family regulations follow those for low density residential.
2. Remove the “duplex” category, categories now are either “single” or “multi” with two or more units. Staff finds the term “duplex” unnecessary.
3. Number of units in the “nine-sixteen units” row has been increased to twenty-four units.
4. Additional regulations related to #2 above; applied a 150-foot setback from the property line if MFR (apartments) over two stories, and must offset the façade to prevent long monotonous walls.

7.3 Development Standards for Village Neighborhood:

No homes allowed without utility connections.

Minimum Lot Size: set to 6,500 Square feet for single detached home.

Minimum Lot Width: single detached home 50 feet, two or more units will be determined by home width plus 10 feet at ends, or at side street; this allows for townhouse site condos or plats to follow walls.

Front Yard Setbacks; reduced to 10 feet.

Side Yard, General; 5 feet minimum (requirement under fire code is 10 feet between buildings).

Street Side of a Corner Lot; reduced to 10 feet.

Rear Yard; reduced to 25 feet.

7.4 Specific Development Standards for the Village Neighborhood Zoning District

Stipulate that VN homes must be connected to utilities, and that driveways for multi-family must access collector roads rather than enter onto a primary arterial (e.g. 68th St, or Hanna Lake).

Stipulate that multi-unit homes can't add driveways onto major arterial roads. This has become a safety concern over the last few years.

Ensure housing diversity by stipulating certain percentages of detached vs attached house types, with a discretionary amount to be determined by the developer to react to market demand.

Added some specific parameters to require Traditional Neighborhood Design for VN; front porches with design elements, parking to the rear for attached homes. Added design guidelines regarding building materials and some physical layout standards.

Single or Two Family; similar as above but allow front garages. Garages must be recessed from the front building line, have decorative elements, and width limits are specified.

Building standards added; requirements for windows on walls, wall materials requirements for first and second floors. Requirement added to break up large expanses of walls with decorative elements to reduce monotony.

7.5 Development Standards for the “Multi Family Residential” Zoning District

Minimum Lot Size: Single family homes set to 6,500 SF like the VN district. Use a baseline lot size of 6,000 SF and add 2,000 SF per unit for multi-unit buildings.

Setbacks: Suggest using height to determine setbacks; 15 front/8 side/35 rear for two story buildings as in single family districts.

After PC consideration and zoning ordinance committee meetings, a 150-foot front/side/rear for 3 story apartments has been determined to be appropriate. Single- or two-story apartments would be allowed closer to the property boundary allowing use of the entire property.

7.6 Open Space Requirements

This is a new addition that establishes specific acreage requirements for open space based on a fraction of an acre per dwelling unit. After discussing the issue with Planning Commission and developers, a multiplier of 0.01 acres per unit and capping the size of required open space at 1.5 acres was determined to be adequate to serve new developments. For perspective, a football field is about 1.3 acres. The cap is recommended because park space larger than that may be difficult and overly expensive for HOAs to maintain.

The acreage could be made up of maintained park space, or preserved natural features, but does not include undevelopable lands in keeping with long standing practice.

FINANCIAL IMPACT:

The text amendment is not anticipated to have a direct financial impact on the Township.

BUDGET ACTION REQUIRED:

N/A.

PROCESS:

The Planning Commission has reviewed the proposed text amendment and held a public hearing. The Planning Commission recommended the Township Board of Trustees consider approval of the amendment to the zoning ordinance.

STAFF RECOMMENDATION:

Staff requests the Board review the proposed amendment to the Zoning Ordinance and direct staff to make modifications where it's necessary. If desired changes are substantial, the Board may direct Staff to send the changes to Planning Commission for further review.

The Planning Commission found that the building standards were in line with the Master Plan to create Traditional Neighborhood Development in the areas designated for Village Neighborhood zoning. Keep in mind these building standards will not apply to current RL-10 and RL-14 or "Suburban Residential" zones (although they may be applied to that zone later).

After consideration of comments heard at the first reading of the ordinance on November 13th, staff would like to offer a thought regarding building standards; staff recognizes that these standards may increase costs and could be considered overly prescriptive by developers.

One way to modify the standards may be to require a certain number of standards be applied, but not all, an "a la carte" approach.

Another may be to remove the standards that the Board doesn't feel are necessary, or to pare them down, e.g. transparency requirements on three sides of the home instead of all sides.

CHAPTER 7

Medium and High Density Residential Zoning Districts

Section 7.1 Description and Purpose

This Chapter presents the regulations of three Zoning Districts: the Village Neighborhood (VN), Multiple Family Residential (MFR) and the Mobile Home Residential (MHR). The intent of these districts is to establish medium and high-density residential neighborhoods that create neighborhoods that are safe, livable, attainable, and sustainable, and create a sense of community. Each home contributes to a neighborhood's context. Building placement, design, and parking location are all components that affect how walkable and safe a neighborhood is for children, the elderly, and the general community. Front porches, windows, and entries provide "eyes on the street" that contributes to the safety and security of a neighborhood.

- A. Village Neighborhood (VN)- This zoning district is intended to provide a residential mix of single and multiple family dwellings, all with individual entrances.
- B. Multiple Family Residential (MFR): This zoning district is intended to provide a residential mix of single family detached, and multiple family dwellings, with individual or shared entrances.
- C. Mobile Home Residential MHR: This Zoning District is intended to establish neighborhood areas which because of site conditions, land use compatibility and the availability of necessary public services and facilities, are best suited to permit high density single-family residential development where Mobile Homes and similar manufactured Dwellings may be permitted as principal Dwellings.

Section 7.2 Table of Permitted Uses

The following abbreviations apply to the Table of Permitted Uses

- P: The use is permitted by right in the district
- SPU: The use is permitted only if the Planning Commission grants a Special Use Permit for it after finding for applicable standards in this chapter and Chapter 19.
- NP: The use is not permitted in the district.

Use	Zoning Districts			Additional Use Regulations
	VN	MFR	MHR	
Residential Uses				
Detached Single Family Dwelling	P	P	NP	Section 7.6
Attached Accessory Dwelling	SPU	SPU	NP	See Section 19.9(D).
Two to Eight Unit Buildings	P	P	NP	Section 7.6

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Use	Zoning Districts			Additional Use Regulations
	VN	MFR	MHR	
Nine to Twenty-Four Unit Buildings	SPU	SPU	NP	1. Section 7.6 2. 16–24-unit MFR buildings must be constructed with a 5-foot minimum offset or corner to break up the long elevation.
Bed and Breakfasts	SPU	SPU	NP	See Section 19.9(E)
Mobile Home Parks	NP	NP	P	Subject to Chapter 25 “Site Plan Review”
State Licensed Residential Facility	P			
Foster Family Home	P			
Foster Family Group Home	P			
Institutional Uses				
Private Cemetery or Burial Ground	SPU	SPU	NP	See Section 19.9(F).
Nonprofit Organization	SPU	SPU	NP	
Place of Religious Worship	P			- Principal access must be from a primary arterial or collector street. - The minimum setback for both side and rear yards is 50 feet. - Maximum lot coverage of buildings or structures is 35%.
Schools	P			
Home Occupations	P			See Section 20.8 “Home Occupations”
Public Libraries, Museums, and Community centers	SPU	SPU	NP	See Section 19.9.
Public Parks or Preserves	P			
Outdoor recreational facilities	SPU			Specifically includes athletic fields, rinks or courts, golf courses, and similar activities – See Section 19.9(L).
Utility substations, and switching stations	SPU			See Section 19.9.
Other Uses				
Adult Day Care Home	P			
Adult Foster Care Small Group Home	SPU			See Section 19.9 (S)
Family Child Day Care Home	P			
Group Child Day Care Home	SPU			
Child Day Care Center	SPU			See Section 19.9 (T)

Section 7.3 Development Standards for the “Village Neighborhood” Zoning District

Development Standard	
Minimum Lot Size (square feet)	
Single Family	6,500
Two or More Units	4,000 per unit
Minimum Lot Width (feet)	

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Single Family	50
Two or More Homes	Home width + 10 feet at ends, or side street
Minimum Setbacks (feet)	
Front	10
Side	5 (zero if adjoining walls are fire protected)
Street Side	10
Rear	25
Reduced front and side setbacks may be authorized through the special land use process for properties within Sections 6 and 7 of the Township. See Section 4.20 Setback Averaging.	
Accessory Buildings: one detached 484 SF garage allowed, others must meet Residential Accessory Uses ordinance.	
Minimum Floor Area Requirements	
Single-family dwellings	• One story with full basement: 1080 square feet on first floor. • Two story with full basement: 650 square feet on the first floor above grade and 1200 square feet total above grade. • All other units (including bi-level and tri-levels): 1200 square feet total living area (includes basement).
Multi Family Dwellings	• One story: 720 square feet per dwelling unit. • More than one story: 820 square feet per dwelling unit.
Maximum Building Height	35 feet or 2.5 stories, whichever is less.

7.4 Specific Development Standards for the VN Zoning District

- A. All VN housing shall be connected to water & sewer utilities and be fronted with sidewalks.
- B. Multi-unit homes shall not directly access a primary arterial road.
- C. For developments of eleven or more units the following unit mix will be used.

Number of Units	Single Family Detached	Single Family Attached	Discretionary
0-10	Any	Any	Any
11+	60%	20%	20%

D. General Building Standards

- i. Window transparency; a minimum 10% transparency on all house façades. Garage door windows do not count for transparency requirements.
- ii. First story wall materials; on all street facing façades must consist of exterior rated brick veneer, stone veneer, wood, or fiber cement siding.
- iii. Vinyl siding certified by the Vinyl Siding Institute with a thickness of 0.44mm or greater is required.

- iv. Non-street facing façade wall materials shall be visually divided by the use of belt coursing, awnings, windows or similar treatments to avoid large expanses of monotonous walls.
- v. Accessory buildings (including detached garages) with more than 200 square feet of floor area shall be designed to be compatible with the house by using consistent materials, detailing, and roofline, as determined by the Planning Director.
- vi. Eaves and gable ends must be a minimum of twelve inches. An eave is the distance between the structure side wall to the fascia, not including the gutter.
- vii. A paved walk shall be provided for each unit connecting to the public sidewalk.

E. Single Family Detached Homes

- i. All residential units shall provide a pedestrian door facing the front lot line accessing the first story (front door may be elevated).
- ii. Each unit's front elevation must feature a street-facing porch five (5) feet in depth minimum, and the porch(es) will be a minimum 40% of the total length of the street-facing building façade.
- iii. If a garage door is located on a front setback facing elevation, it must be set back 5 feet from the building foundation line and feature a pent roof, or other projecting decorative element (e.g., awning, trellis, balcony, etc.) extending the width of the garage door(s). A single bay door must be a maximum of nine (9) feet wide, and a two-bay door must be a maximum of sixteen (16) feet wide. If two doors are present, they must be divided by a minimum one-foot-wide column. The garage may also be in the rear yard, have side yard access, or face back lot line (alley access) with no width limits.

F. Two or More Units

- i. All residential units shall provide a pedestrian access to ground floor level story (front door may be elevated).
- ii. All residential units shall provide a pedestrian door facing the street/front lot line accessing the first story (front door may be elevated), excepting end or second story units which may face other yards. In the case of two-unit buildings, at least one shall face the street/front lot line.
- iii. Each pedestrian door must feature a stoop, covered entry, portico, or porch, along with a paved walkway connecting to a public sidewalk.
- iv. Garage must be in rear yard (with access via a side driveway or shared courtyard) or face back lot line (alley access).

Section 7.5 Development Standards for the "Multi Family Residential" Zoning District

Development Standard	Square Feet
Single Family	6,500*
Single Family (without public sewer)	21,780*
Two to Twenty-Four Units	6,000 SF + 2,000 per unit
* Must meet standards under 7.6	

Reduced front and side setbacks may be authorized through the special land use process for properties within Sections 6 and 7 of the Township. See Section 4.20 Setback Averaging.	
Minimum Setbacks (feet): 1-2 story	
Front	15
Side	8
Street Side	8
Rear	35
Minimum Setbacks (feet): 3 story	
Front	150 for all
Side	
Street Side	
Rear	
Reduced front and side setbacks may be authorized through the special land use process for properties within Sections 6 and 7 of the Township. See Section 4.20 Setback Averaging	
Minimum Floor Area Requirements	
Single-family dwellings	• One story with full basement: 1080 square feet on first floor. • Two story with full basement: 650 square feet on the first floor above grade and 1200 square feet total above grade. • All other units (including bi-level and tri-levels): 1200 square feet total living area (includes basement).
Multi Family Dwellings	• 720 SF per dwelling unit • More than one story 820 square feet per dwelling unit
Maximum Building Height	35 feet or 2.5 stories, whichever is less.

7.6 Specific Development Standards for the MFR Zoning District

- A. Pedestrian entry door must feature a stoop, covered entry, portico, or porch, along with a paved walkway connecting to the sidewalk.
- B. Window transparency; a minimum 10% transparency on all façades. Garage door windows do not count for transparency requirements.
- C. First story wall materials; on all street facing façades must consist of exterior rated brick veneer, stone veneer, wood, or fiber cement, or similar siding.
- D. Vinyl siding certified by the Vinyl Siding Institute with a thickness of 0.44mm is required.
- E. Non-street facing façade wall materials shall be visually divided by the use of belt coursing, awnings, windows or similar treatments to avoid large expanses of monotonous walls.
- F. Eaves and gable ends must be a minimum of twelve inches. An eave is the distance between the structure side wall to the fascia, not including the gutter.

7.7 Public Park Requirements for VN and MFR Residential

In a multi-parcel development, parks and/or preserves are considered a necessary part of community infrastructure. Parks or Preserves will be maintained by an entity other than the Township unless agreed via resolution by the Township Board of Trustees. Parks do not include undevelopable land (e.g. wetlands, steep slopes, setbacks, dedicated easements or right-of-way) but may include;

- Stands of preserved mature trees with a maximum 1:3 width:depth ratio.

- Maintained portions of paved trail systems, even if they pass through otherwise undevelopable areas. Paved trail design must be approved by the Township Engineer.
- Areas or structures maintained for the enjoyment of otherwise undevelopable land that has recreational or aesthetic qualities (e.g. dock or boat launch on a waterbody).

The following shall be set aside for public recreational use at the following scale:

Number of Housing Units	Acreage at 0.01 acres per housing unit	Suggested Amenities
0 – 10	None required	None required
11 – 25	0.11 to 0.25 acre	Limited play equipment, seating, shelter or pavilion, fitness equipment
26 – 50	0.26 to 0.5 acre	Playground, picnic area, splash pad, grill area, fitness equipment
51 – 100	0.51 to 1.0 acre	Dog parks, walking/jogging paths, ball courts, dedicated parking
101 – 150+	1.01 to 1.5 acres (max required)	Skate facilities, ball field, toilet facilities

The Planning Commission may waive a portion of the park requirements, if it finds that there is an equivalent investment in some other form of public amenity.

SECTION 7.8 Specific Development Standards for “MHR” Zoning District

All Mobile Home Parks shall be in conformance with all State laws and regulations governing Mobile Home Parks except as the same may be modified by the following conditions and requirements:

A. Setbacks and Buffers:

No Mobile Home or permanent Building shall be located closer than thirty-five (35) feet to a public right-of-way nor closer than ten (10) feet to: (1) another Mobile Home Park; or (2) a boundary line which is adjacent to or part of a Type II Buffer. In all other cases no Mobile Home or permanent Building shall be located closer than twenty (20) feet to the Mobile Home Park boundary line.

B. Minimum Site Area:

Each site within the Mobile Home Park shall have a minimum area of five thousand five hundred (5,500) square feet, provided; however, that said minimum site area may be reduced by not more than twenty percent (20%) if for each square foot of land gained through the reduction of the site below five thousand five hundred (5,500) square feet at least an equal amount of land shall be dedicated as open space.

C. Corner Sites:

No fence, Structure or planting over thirty (30) inches in height shall be located on any corner Mobile Home site within a triangle shaped area bounded on two sides by the edges of the adjacent internal roads and on the third side by a line drawn connecting the first two sides not less than forty (40) feet from the intersection of said interior street edges.

D. Street Requirements:

If two-way traffic is to be accommodated, the street pavement width shall be no less than twenty-four (24) feet. If only one-way traffic is to be accommodated, the street pavement width shall be no less than twenty (20) feet.

E. Parking Requirements:

Parking shall be provided in off-street parking bays with at least two (2) parking spaces for each site within the Mobile Home Park. Each parking space shall be not less than two hundred (200) square feet in area. Each parking bay shall be conveniently located in relation to the site for which it is provided. In addition to the two (2) required off-street parking spaces, one (1) additional parking space is permitted on each site provided it is hard surfaced and contains at least two hundred (200) square feet of area.

F. Access Streets:

Each Mobile Home Park shall be designed and located so that at least two (2) access streets provide a continuous route of travel throughout the park and provide exclusive access to a Primary arterial as designated on the Gaines Township General Development Plan, as amended. Except for restricted designated emergency exits, no ingress and egress shall be provided via neighborhood collectors, cul-de-sacs, or other local streets. No Mobile Home Park access street shall be located closer than one hundred twenty-five (125) feet to the intersection of any two (2) public streets; provided, however, that for double street or boulevard type access points the minimum distance to the intersection of any two (2) public streets shall be two hundred (200) feet.

G. Mobile Homes Sales:

The selling of new and/or used Dwellings as a commercial operation in connection with the operation of a Mobile Home Park is prohibited. Dwellings located on sites within the Mobile Home Park may be sold by the owner of the Dwelling or operator of the Park.

H. Underground Utilities:

All private and public utilities shall be installed underground.

I. Site Improvements:

Each dwelling shall be installed in accordance with the adopted Township Building Code, or in the case of mobile homes, shall be provided with a continuous pad of four (4) inches thick concrete running the full length and width of the mobile home or a twenty-four (24) inch wide strip of concrete not less than six (6) inches total thickness beneath the entire perimeter of the mobile home with four (4) inches of compacted sand. In addition, each Mobile Home shall be installed pursuant to the manufacturer's set up instructions and pursuant to Rule 602 and 602(a) promulgated by the Michigan Mobile Home Commission. Each Mobile Home shall be secured to the premises by an anchoring system or device compatible with Rules 605

through 608 of the Michigan Mobile Home Commission. Skirting shall be installed along the base of each mobile home sufficient to hide the undercarriage and supports from view and conforming to the standards set forth in the rules of the Michigan Mobile Home Commission promulgated under 1976 Act 419, as amended.

J. Skirting:

Skirting shall be provided on all Mobile Homes and installed in accordance with the requirements of the Michigan Mobile Home Commission, R.125.1604, et seq., of the Michigan Administration Code.

K. Sidewalk:

Paved sidewalks shall be provided on both sides of all two-way Streets functioning as the main collector Street within the Mobile Home Park. Sidewalks shall be directly next to and parallel to the Street and may be used as curbs for the Street. All sidewalks shall be at least four (4) feet in width.

L. Streets and Parking Area:

All Streets and parking areas in a Mobile Home Park shall be paved with a hard surface which complies with the requirements of the Michigan Mobile Home Commission R.125.1922, et seq., of the Michigan Administrative Code.

M. Television Antennas:

Exterior television antennas shall not be permitted on individual Dwellings or Dwelling sites within a Mobile Home Park.

N. Ground Cover:

All exposed ground surfaces in the Mobile Home Park must be sodded, seeded, covered with ornamental stone, wood chips or other attractive ground cover. One (1) shade tree at least ten (10) feet in height when planted shall be provided for each two (2) sites.

O. Storage of Vehicles Other Than Automobiles:

The storage of campers, trailers, motor homes, boats, snowmobiles, and other Recreational Vehicles shall be permitted only in a Recreational Vehicle storage area designated for such use. Recreational Vehicle storage areas shall be screened by a solid-type screening device at least five (5) feet in height around its perimeter.

P. Miscellaneous Outside Storage:

The storage of any household personal items outside of any Dwelling is strictly prohibited except within an individual storage cabinet located upon the site or within a central storage area designated for such use. If storage cabinets or enclosed storage spaces are to be provided, not less than three hundred (300) cubic feet per Dwelling shall be devoted to such use. Individual accessory buildings or storage cabinets shall not cover more than two and one-half percent (2-1/2%) of the site area. This section shall not prohibit the enclosed storage of household or personal items beneath a Mobile Home.

Q. Common Open Space:

Each Mobile Home Park shall contain an open space area dedicated to common park use which is equal to no less than the area of land gained through the site reduction specified in Section 12.5(B) herein or an amount equal to no less than that required by the Michigan Mobile Home Commission, R.125.1946, et. seq., of the Michigan Administrative Code, whichever is greater.

R. Building Construction:

All buildings shall be constructed, erected, or installed in accordance with provisions of the adopted Township Building Code pertaining to at-site constructed housing.

**GAINES CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN
(ORDINANCE NO. _____)**

At a _____ meeting of the Township Board for Gaines Charter Township held at the Township offices on _____, 2023, beginning at ____ p.m., the following Ordinance was offered for adoption by Township Board Member _____, and was seconded by Township Board Member _____:

**AN ORDINANCE TO AMEND THE ZONING ORDINANCE
OF GAINES CHARTER TOWNSHIP REGARDING
MEDIUM AND HIGH DENSITY RESIDENTIAL ZONING
DISTRICTS**

THE CHARTER TOWNSHIP OF GAINES (the “Township”) ORDAINS:

Section 1. Chapter 7. Chapter 7 of the Gaines Charter Township Zoning Ordinance is repealed in its entirety, and shall be replaced with the following:

**CHAPTER 7
Medium and High Density Residential
Zoning Districts**

7.1 Description and Purpose

This Chapter presents the regulations of three Zoning Districts: the Village Neighborhood (VN), Multiple Family Residential (MFR) and the Mobile Home Residential (MHR). The intent of these districts is to establish medium and high-density residential neighborhoods that create neighborhoods that are safe, livable, attainable, and sustainable, and create a sense of community. Each home contributes to a neighborhood’s context. Building placement, design, and parking location are all components that affect how walkable and safe a neighborhood is for children, the elderly, and the general community. Front porches, windows, and entries provide “eyes on the street” that contributes to the safety and security of a neighborhood.

A. Village Neighborhood (VN): This zoning district is intended to provide a residential mix of single and multiple family dwellings, all with individual entrances.

B. Multiple Family Residential (MFR): This zoning district is intended to provide a residential mix of single family detached, and multiple family dwellings, with individual or shared entrances.

C. Mobile Home Residential MHR: This Zoning District is intended to establish neighborhood areas which because of site conditions, land use compatibility and the availability of necessary public services and facilities, are best suited to permit high density single-family

residential development where Mobile Homes and similar manufactured Dwellings may be permitted as principal Dwellings.

7.2 Table of Permitted Uses

The following abbreviations apply to the Table of Permitted Uses

P: The use is permitted by right in the district

SPU: The use is permitted only if the Planning Commission grants a Special Use Permit for it after finding for applicable standards in this chapter and Chapter 19.

NP: The use is not permitted in the district.

Use	Zoning Districts			Additional Use Regulations
	VN	MFR	MHR	
Residential Uses				
Detached Single Family Dwelling	P	P	NP	Section 7.6
Attached Accessory Dwelling	SPU	SPU	NP	See Section 19.9(D).
Two to Eight Unit Buildings	P	P	NP	Section 7.6
Nine to Twenty-Four Unit Buildings	SPU	SPU	NP	1. Section 7.6 2. 16–24-unit MFR buildings must be constructed with a 5-foot minimum offset or corner to break up the long elevation.
Bed and Breakfasts	SPU	SPU	NP	See Section 19.9(E)
Mobile Home Parks	NP	NP	P	Subject to Chapter 25 “Site Plan Review”
State Licensed Residential Facility	P			
Foster Family Home	P			
Foster Family Group Home	P			
Institutional Uses				
Private Cemetery or Burial Ground	SPU	SPU	NP	See Section 19.9(F).
Nonprofit Organization	SPU	SPU	NP	
Place of Religious Worship	P			• Principal access must be from a primary arterial or collector street. • The minimum setback for both side and rear yards is 50 feet. • Maximum lot coverage of buildings or structures is 35%.
Schools	P			
Home Occupations	P			See Section 20.8 “Home Occupations”
Public Libraries, Museums,	SPU	SPU	NP	See Section 19.9.

Use	Zoning Districts			Additional Use Regulations
	VN	MFR	MHR	
and Community centers				
Public Parks or Preserves	P			
Outdoor recreational facilities	SPU			Specifically includes athletic fields, rinks or courts, golf courses, and similar activities – See Section 19.9(L).
Utility substations, and switching stations	SPU			See Section 19.9.
Other Uses				
Adult Day Care Home	P			
Adult Foster Care Small Group Home	SPU			See Section 19.9 (S)
Family Child Day Care Home	P			
Group Child Day Care Home	SPU			
Child Day Care Center	SPU			See Section 19.9 (T)

7.3 Development Standards for the “Village Neighborhood” Zoning District

Development Standard	
Minimum Lot Size (square feet)	
Single Family Detached	6,500
Two or More Units	4,000 per unit
Minimum Lot Width (feet)	
Single Family	50
Two or More Homes	Home width + 10 feet at ends, or side street
Minimum Setbacks (feet)	
Front	10
Side	5 (zero if adjoining walls are fire protected)
Street Side	10
Rear	25
Reduced front and side setbacks may be authorized through the special land use process for properties within Sections 6 and 7 of the Township. See Section 4.20 Setback Averaging.	
Accessory Buildings: one detached 484 SF garage allowed, others must meet Residential Accessory Uses ordinance.	
Minimum Floor Area Requirements	
Single-family dwellings	- One story with full basement: 1080 square feet on first floor. - Two story with full basement: 650 square feet on the first floor above grade and 1200 square feet total above grade. - All other units (including bi-level and tri-levels): 1200 square feet total living

	area (includes basement).
Multi Family Dwellings	• One story: 720 square feet per dwelling unit. • More than one story: 820 square feet per dwelling unit.
Maximum Building Height	35 feet or 2.5 stories, whichever is less.

7.4 Specific Development Standards for the VN Zoning District

- A. All VN housing shall be connected to water & sewer utilities and be fronted with sidewalks.
- B. Multi-unit homes shall not directly access a primary arterial road.
- C. For developments of eleven or more units the following unit mix will be used.

Number of Units	Single Family Detached	Single Family Attached	Discretionary
0-10	Any	Any	Any
11+	60%	20%	20%

D. General Building Standards

- i. Window transparency; a minimum 10% transparency on all house façades. Garage door windows do not count for transparency requirements.
- ii. First story wall materials; on all street facing façades must consist of exterior rated brick veneer, stone veneer, wood, or fiber cement siding.
- iii. Vinyl siding certified by the Vinyl Siding Institute with a thickness of 0.44mm or greater is required.
- iv. Non-street facing façade wall materials shall be visually divided by the use of belt coursing, awnings, windows or similar treatments to avoid large expanses of monotonous walls.
- v. Accessory buildings (including detached garages) with more than 200 square feet of floor area shall be designed to be compatible with the house by using consistent materials, detailing, and roofline, as determined by the Planning Director.
- vi. Eaves and gable ends must be a minimum of twelve inches. An eave is the distance between the structure side wall to the fascia, not including the gutter.
- vii. A paved walk shall be provided for each unit connecting to the public sidewalk.

E. Single Family Detached Homes

- i. All residential units shall provide a pedestrian door facing the front lot line accessing the first story (front door may be elevated).

ii. Each unit's front elevation must feature a street-facing porch five (5) feet in depth minimum, and the porch(es) will be a minimum 40% of the total length of the street-facing building façade.

iii. If a garage door is located on a front setback facing elevation, it must be set back 5 feet from the building foundation line and feature a pent roof, or other projecting decorative element (e.g., awning, trellis, balcony, etc.) extending the width of the garage door(s). A single bay door must be a maximum of nine (9) feet wide, and a two-bay door must be a maximum of sixteen (16) feet wide. If two doors are present, they must be divided by a minimum one-foot-wide column. The garage may also be in the rear yard, have side yard access, or face back lot line (alley access) with no width limits.

F. Two or More Attached Units

i. All residential units shall provide a pedestrian access to ground floor level story (front door may be elevated).

ii. All residential units shall provide a pedestrian door facing the street/front lot line accessing the first story (front door may be elevated), excepting end or second story units which may face other yards. In the case of two-unit buildings, at least one shall face the street/front lot line.

iii. Each pedestrian door must feature a stoop, covered entry, portico, or porch, along with a paved walkway connecting to a public sidewalk.

iv. Garage must be in rear yard (with access via a side driveway or shared courtyard) or face back lot line (alley access).

7.5 Development Standards for the "Multi Family Residential" Zoning District

Development Standard	Square Feet
Single Family	6,500*
Single Family (without public sewer)	21,780*
Two to Twenty-Four Units	6,000 SF + 2,000 per unit
* Must meet standards under 7.6	
Reduced front and side setbacks may be authorized through the special land use process for properties within Sections 6 and 7 of the Township. See Section 4.20 Setback Averaging.	
Minimum Setbacks (feet): 1-2 story	
Front	15
Side	8
Street Side	8
Rear	35
Minimum Setbacks (feet): 3 story	
Front	150 for all
Side	
Street Side	
Rear	

Reduced front and side setbacks may be authorized through the special land use process for properties within Sections 6 and 7 of the Township. See Section 4.20 Setback Averaging	
Minimum Floor Area Requirements	
Single-family dwellings	• One story with full basement: 1080 square feet on first floor. • Two story with full basement: 650 square feet on the first floor above grade and 1200 square feet total above grade. • All other units (including bi-level and tri-levels): 1200 square feet total living area (includes basement).
Multi Family Dwellings	• 720 SF per dwelling unit • More than one story 820 square feet per dwelling unit
Maximum Building Height	35 feet or 2.5 stories, whichever is less.

7.6 Specific Development Standards for the MFR Zoning District

- A. Pedestrian entry door must feature a stoop, covered entry, portico, or porch, along with a paved walkway connecting to the sidewalk.
- B. Window transparency; a minimum 10% transparency on all façades. Garage door windows do not count for transparency requirements.
- C. First story wall materials; on all street facing façades must consist of exterior rated brick veneer, stone veneer, wood, or fiber cement, or similar siding.
- D. Vinyl siding certified by the Vinyl Siding Institute with a thickness of 0.44mm is required.
- E. Non-street facing façade wall materials shall be visually divided by the use of belt coursing, awnings, windows or similar treatments to avoid large expanses of monotonous walls.
- F. Eaves and gable ends must be a minimum of twelve inches. An eave is the distance between the structure side wall to the fascia, not including the gutter.

7.7 Public Park Requirements for VN and MFR Residential

In a multi-parcel development, parks and/or preserves are considered a necessary part of community infrastructure. Parks or Preserves will be maintained by an entity other than the Township unless agreed via resolution by the Township Board of Trustees. Parks do not include undevelopable land (e.g. wetlands, steep slopes, setbacks, dedicated easements or right-of-way) but may include;

- Stands of preserved mature trees with a maximum 1:3 width:depth ratio.
- Maintained portions of paved trail systems, even if they pass through otherwise undevelopable areas. Paved trail design must be approved by the Township Engineer.
- Areas or structures maintained for the enjoyment of otherwise undevelopable land that has recreational or aesthetic qualities (e.g. dock or boat launch on a waterbody).

The following shall be set aside for public recreational use at the following scale:

Number of Housing Units	Acreage at 0.01 acres per housing unit	Suggested Amenities
0 – 10	None required	None required
11 – 25	0.11 to 0.25 acre	Limited play equipment, seating, shelter or pavilion, fitness equipment
26 – 50	0.26 to 0.5 acre	Playground, picnic area, splash pad, grill area, fitness equipment
51 – 100	0.51 to 1.0 acre	Dog parks, walking/jogging paths, ball courts, dedicated parking
101 – 150+	1.01 to 1.5 acres (max required)	Skate facilities, ball field, toilet facilities

The Planning Commission may waive a portion of the park requirements, if it finds that there is an equivalent investment in some other form of public amenity.

7.8 Specific Development Standards for “MHR” Zoning District

All Mobile Home Parks shall be in conformance with all State laws and regulations governing Mobile Home Parks except as the same may be modified by the following conditions and requirements:

A. Setbacks and Buffers:

No Mobile Home or permanent Building shall be located closer than thirty-five (35) feet to a public right-of-way nor closer than ten (10) feet to: (1) another Mobile Home Park; or (2) a boundary line which is adjacent to or part of a Type II Buffer. In all other cases no Mobile Home or permanent Building shall be located closer than twenty (20) feet to the Mobile Home Park boundary line.

B. Minimum Site Area:

Each site within the Mobile Home Park shall have a minimum area of five thousand five hundred (5,500) square feet, provided; however, that said minimum site area may be reduced by not more than twenty percent (20%) if for each square foot of land gained through the reduction of the site below five thousand five hundred (5,500) square feet at least an equal amount of land shall be dedicated as open space.

C. Corner Sites:

No fence, Structure or planting over thirty (30) inches in height shall be located on any corner Mobile Home site within a triangle shaped area bounded on two sides by the edges of the adjacent internal roads and on the third side by a line drawn connecting the first two sides not less than forty (40) feet from the intersection of said interior street edges.

D. Street Requirements:

If two-way traffic is to be accommodated, the street pavement width shall be no less than twenty-four (24) feet. If only one-way traffic is to be accommodated, the street pavement width shall be no less than twenty (20) feet.

E. Parking Requirements:

Parking shall be provided in off-street parking bays with at least two (2) parking spaces for each site within the Mobile Home Park. Each parking space shall be not less than two hundred (200) square feet in area. Each parking bay shall be conveniently located in relation to the site for which it is provided. In addition to the two (2) required off-street parking spaces, one (1) additional parking space is permitted on each site provided it is hard surfaced and contains at least two hundred (200) square feet of area.

F. Access Streets:

Each Mobile Home Park shall be designed and located so that at least two (2) access streets provide a continuous route of travel throughout the park and provide exclusive access to a Primary arterial as designated on the Gaines Township General Development Plan, as amended. Except for restricted designated emergency exits, no ingress and egress shall be provided via neighborhood collectors, cul-de-sacs, or other local streets. No Mobile Home Park access street shall be located closer than one hundred twenty-five (125) feet to the intersection of any two (2) public streets; provided, however, that for double street or boulevard type access points the minimum distance to the intersection of any two (2) public streets shall be two hundred (200) feet.

G. Mobile Homes Sales:

The selling of new and/or used Dwellings as a commercial operation in connection with the operation of a Mobile Home Park is prohibited. Dwellings located on sites within the Mobile Home Park may be sold by the owner of the Dwelling or operator of the Park.

H. Underground Utilities:

All private and public utilities shall be installed underground.

I. Site Improvements:

Each dwelling shall be installed in accordance with the adopted Township Building Code, or in the case of mobile homes, shall be provided with a continuous pad of four (4) inches thick concrete running the full length and width of the mobile home or a twenty-four (24) inch wide strip of concrete not less than six (6) inches total thickness beneath the entire perimeter of the mobile home with four (4) inches of compacted sand. In addition, each Mobile Home shall be installed pursuant to the manufacturer's set up instructions and pursuant to Rule 602 and 602(a) promulgated by the Michigan Mobile Home Commission. Each Mobile Home shall be secured to the premises by an anchoring system or device compatible with Rules 605 through 608 of the Michigan Mobile Home Commission. Skirting shall be installed along the base of each mobile home sufficient to hide the undercarriage and supports from view and conforming to the standards set forth in the rules of the Michigan Mobile Home Commission promulgated under 1976 Act 419, as amended.

J. Skirting:

Skirting shall be provided on all Mobile Homes and installed in accordance with the requirements of the Michigan Mobile Home Commission, R.125.1604, et seq., of the Michigan Administration Code.

K. Sidewalk:

Paved sidewalks shall be provided on both sides of all two-way Streets functioning as the main collector Street within the Mobile Home Park. Sidewalks shall be directly next to and parallel to the Street and may be used as curbs for the Street. All sidewalks shall be at least four (4) feet in width.

L. Streets and Parking Area:

All Streets and parking areas in a Mobile Home Park shall be paved with a hard surface which complies with the requirements of the Michigan Mobile Home Commission R.125.1922, et seq., of the Michigan Administrative Code.

M. Television Antennas:

Exterior television antennas shall not be permitted on individual Dwellings or Dwelling sites within a Mobile Home Park.

N. Ground Cover:

All exposed ground surfaces in the Mobile Home Park must be sodded, seeded, covered with ornamental stone, wood chips or other attractive ground cover. One (1) shade tree at least ten (10) feet in height when planted shall be provided for each two (2) sites.

O. Storage of Vehicles Other Than Automobiles:

The storage of campers, trailers, motor homes, boats, snowmobiles, and other Recreational Vehicles shall be permitted only in a Recreational Vehicle storage area designated for such use. Recreational Vehicle storage areas shall be screened by a solid-type screening device at least five (5) feet in height around its perimeter.

P. Miscellaneous Outside Storage:

The storage of any household personal items outside of any Dwelling is strictly prohibited except within an individual storage cabinet located upon the site or within a central storage area designated for such use. If storage cabinets or enclosed storage spaces are to be provided, not less than three hundred (300) cubic feet per Dwelling shall be devoted to such use. Individual accessory buildings or storage cabinets shall not cover more than two and one-half percent (2-1/2%) of the site area. This section shall not prohibit the enclosed storage of household or personal items beneath a Mobile Home.

Q. Common Open Space:

Each Mobile Home Park shall contain an open space area dedicated to common park use which is equal to no less than the area of land gained through the site reduction specified in Section 12.5(B) herein or an amount equal to no less than that required by the Michigan Mobile Home Commission, R.125.1946, et. seq., of the Michigan Administrative Code, whichever is greater.

R. Building Construction:

All buildings shall be constructed, erected, or installed in accordance with provisions of the adopted Township Building Code pertaining to at-site constructed housing.

Section 2. Effective Date. This Ordinance shall become effective seven (7) days after its publication (or a summary hereof) in a newspaper of general circulation within the Township.

The vote in favor of this Ordinance was as follows:

YEAS: _____

NAYS: _____

ABSENT/ABSTAIN: _____

ORDINANCE DECLARED ADOPTED

CERTIFICATION

I hereby certify that the above is a true copy of an Ordinance adopted by the Township Board for Gaines Charter Township at the time, date, and place specified above pursuant to the required statutory procedures.

Respectfully submitted,

By _____

Michael Brew

Gaines Charter Township Clerk

Eastbrook Development Comments on Proposed Chapter 7: Medium and High Density Housing

Mike McGraw via Email 10/27/2023

There are things in here that I do have serious concerns over, now that I've had more time to read through the details. Some of the prescriptive construction requirements work AGAINST affordability and practicality from a construction standpoint.

- I'm generally against all forms of specific requirements when a governmental entity starts telling buildings exactly how to build their buildings. These never come off as they are intended and usually negatively impact our ability to be creative and build VALUE for our homeowners by putting money in the places they want to spend it.
- I still think the 10% transparency requirement is a problem if you are requiring that on all four sides. Can you give me an example of how you plan to measure that? I don't think its necessarily a problem for the front or rear, but the sides will be an issue. In high density settings, especially with detached housing types, you often will see an "inactive" side of one of the two units. That unit typically doesn't have any windows on the ground level because it is adjacent to the patio / outdoor living space for the other unit. See the attached photo. The side of the white building only has a couple of high transom windows up top. You wouldn't want any windows on the ground level due to the outdoor living space being used by the blue unit - the model. Every single house along these blocks are set up this way. I'd be happy to offer a tour to your PC and Board to explain this better. I guess I just don't see why the prescriptive window requirement is necessary. Let the builders build what people will buy.
- The hard board / stone / brick requirement at the first floor is also completely unnecessary. There are plenty of architectural styles where stone / brick are simply not appropriate and we almost never do the entire first floor. You'd be driving up the cost of every single house with this. For the architectural styles that really don't call for stone or brick (farm house, modern farm house, prairie), you are going to force builder to bring in cement board siding just for the front of the main floor, and then try to get it painted to match perfectly with the vinyl used on the 2nd floor and around the sides? That again is adding all kinds of cost and also bringing in practical concerns for long term appearance. There is no way those colors will always match. The paint will fade faster than the vinyl, or vice versa, and it will start to look weird. The spacing on the siding may also not match up just right. I just don't get this at all. I've seen stuff like this in other places and it simply causes problems. For the record, my personal residence has zero brick or stone on any façade (It only has two stone columns) and is 100% vinyl siding. It's a very attractive home and there are many others all around Grand Rapids that are all Million plus homes that feature vinyl siding and do NOT have anywhere near the entire first floor at front elevation done with stone, Brick, or hard board. Its simply not necessary and it often does nothing to help the overall appearance of the home.
- (7.4 – 4. i. and 7.4 – 5. i.) Front doors don't always face the front lot line. Sometimes they are turned 90 degrees. This requirement shouldn't be so specific that it says which way the door should face. I have many examples of this, but a quick one is the far left unit in the second attached photo. We do this in duplex buildings also. There are often times when it really HELPS the front elevation to put the door

on the side. Look at the attached set of building plans for MLTD12. This is a VERY attractive building, but the entry door is on the side for one of the two units. MLTD13025-26 is another example of this.

- (7.4 – 5. iii.) garage MUST be in rear yard – this is again, not a good one size fits all solution here. We have some very attractive townhomes that are not rear loaded. The garages are indeed at the front of the building and topography often dictates that, when you have daylight or walkout building sites. We have built these townhomes (pictured below) now in three different locations and they continue to be very well received by the marketplace and they are our most affordable units. That said, these still cost from about \$325,000 - \$425,000. Our detached homes all start at \$400,000 and up, so its important we retain the ability to construct townhomes in the low \$300's range. The more prescriptive requirements and site plan requirements you guys add, the more difficult you make this to accomplish.



I believe the above summarizes some of my biggest concerns. Please do let me know when the Board meeting will be held, as I'm going to make it a priority to attend and voice my concerns. We are currently working on our Alexander Trails PUD plans, which was previously approved as mixed use for 399 units under the PUD plan. We are revising that plan and if we had to adhere to all of these requirements (though we probably won't because we are doing a PUD), it would make our site planning process more difficult and afford us less opportunity to work with the current lay of the land and adapt to it, rather than trying to find ways to meet all of the new rules.



7952 Greendale Rear



7952 Greendale Front



MEMO

Staff Communication

DATE: December 11th, 2023

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director

RE: Tentative Preliminary Plat Review, Hoffman Meadows Phase 2

SUMMARY OF TOPIC:

The applicant requests a tentative preliminary plat review for Hoffman Meadows Phase 2. Phase 2 is 15.36 acres and includes 55 single-family detached home lots. Within the platting process, the Township Board's role is to approve, approve with conditions, or deny preliminary plat plans. Action must be taken on the preliminary plat by January 23rd, 2024 to comply with the 90-day review requirement of the Michigan Land Division Act.

Section 112 (4) of the Land Division Act provides for initial acceptance of the overall development concept but does not consider detailed engineering design or final details. The Land Division Act states that "[t]entative approval....confers upon the proprietor for a period of 1 year from date, approval of lot sizes, lot orientation, and street layout, and application of the then-current subdivision regulations." Details concerning wetland impact, utilities, and final stormwater management design are addressed in later review phases.

FINANCIAL IMPACT:

No financial impact to the Township is anticipated as the proprietor is responsible for all infrastructure improvements and cost of review.

BUDGET ACTION REQUIRED:

No Budget action is required.

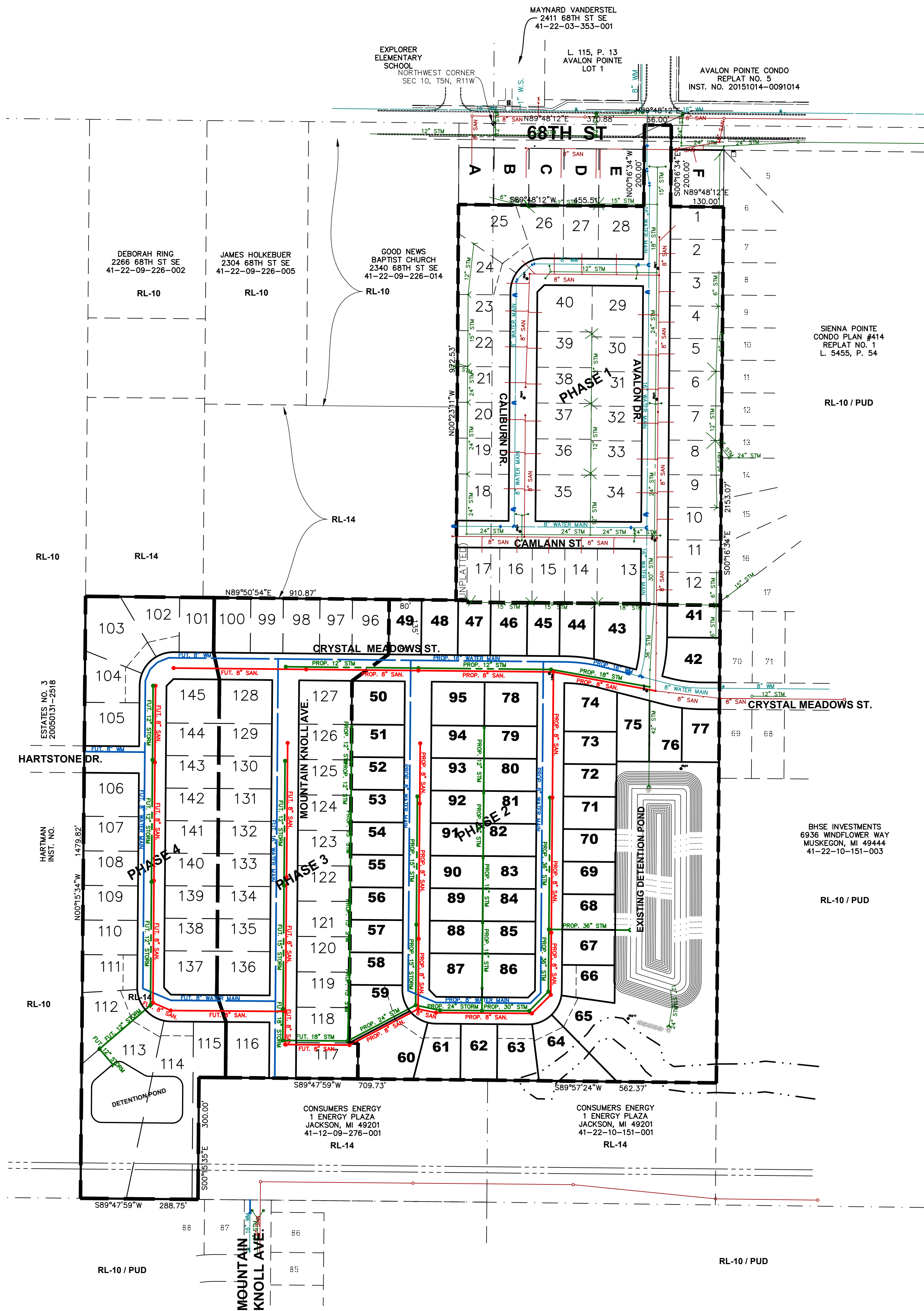
STAFF RECOMMENDATION:

On November 16th, 2023 the Planning Commission held a public hearing and subsequently recommended that the Township Board tentatively approve the tentative preliminary plat for Hoffman Meadows Phase 2 with the following conditions:

1. Staff shall confirm that no less than five house models that meet the requirements of the GCTZO Section 6.4 A are built within the plat.
2. Staff shall enforce the street tree requirement of the Gaines Charter Township landscaping zoning ordinance at the time of building permitting.
3. The applicant shall request the creation of a Street Light Assessment District before applying for residential building permits.
4. The applicant shall adhere to all review comments provided by the Township Engineer.

Staff recommends approval of the Hoffman Meadows Phase 2 tentative preliminary plat.

The Board may approve, approve with conditions (recommended), table, or deny the request.



LOT AREAS

LOT #	AREA	LOT #	AREA
1	10,400 SQ. FT.	74	14,401 SQ. FT.
2	10,660 SQ. FT.	75	12,783 SQ. FT.
3	10,660 SQ. FT.	76	11,242 SQ. FT.
4	10,400 SQ. FT.	77	11,976 SQ. FT.
5	10,400 SQ. FT.	78	13,928 SQ. FT.
6	11,050 SQ. FT.	79	10,400 SQ. FT.
7	11,050 SQ. FT.	80	10,400 SQ. FT.
8	11,050 SQ. FT.	81	10,400 SQ. FT.
9	10,400 SQ. FT.	82	10,400 SQ. FT.
10	10,400 SQ. FT.	83	10,400 SQ. FT.
11	10,400 SQ. FT.	84	10,400 SQ. FT.
12	10,400 SQ. FT.	85	10,400 SQ. FT.
13	14,415 SQ. FT.	86	13,766 SQ. FT.
14	10,778 SQ. FT.	87	13,768 SQ. FT.
15	10,778 SQ. FT.	88	10,400 SQ. FT.
16	10,778 SQ. FT.	89	10,400 SQ. FT.
17	10,778 SQ. FT.	90	10,400 SQ. FT.
18	14,878 SQ. FT.	91	10,400 SQ. FT.
19	11,313 SQ. FT.	92	10,400 SQ. FT.
20	11,306 SQ. FT.	93	10,400 SQ. FT.
21	11,324 SQ. FT.	94	10,400 SQ. FT.
22	11,337 SQ. FT.	95	13,965 SQ. FT.
23	11,481 SQ. FT.	96	12,150 SQ. FT.
24	14,082 SQ. FT.	97	10,800 SQ. FT.
25	20,213 SQ. FT.	98	12,150 SQ. FT.
26	12,533 SQ. FT.	99	10,800 SQ. FT.
27	11,180 SQ. FT.	100	12,150 SQ. FT.
28	14,430 SQ. FT.	101	11,475 SQ. FT.
29	15,770 SQ. FT.	102	14,392 SQ. FT.
30	10,625 SQ. FT.	103	21,585 SQ. FT.
31	10,625 SQ. FT.	104	13,637 SQ. FT.
32	10,625 SQ. FT.	105	14,425 SQ. FT.
33	10,625 SQ. FT.	106	14,433 SQ. FT.
34	14,261 SQ. FT.	107	11,466 SQ. FT.
35	15,427 SQ. FT.	108	11,468 SQ. FT.
36	11,902 SQ. FT.	109	11,470 SQ. FT.
37	11,878 SQ. FT.	110	11,472 SQ. FT.
38	11,882 SQ. FT.	111	12,041 SQ. FT.
39	11,880 SQ. FT.	112	16,952 SQ. FT.
40	15,245 SQ. FT.	113	62,891 SQ. FT.
41	10,400 SQ. FT.	114	51,224 SQ. FT.
42	14,322 SQ. FT.	115	15,337 SQ. FT.
43	16,807 SQ. FT.	116	14,652 SQ. FT.
44	11,260 SQ. FT.	117	13,368 SQ. FT.
45	10,438 SQ. FT.	118	11,310 SQ. FT.
46	11,726 SQ. FT.	119	11,310 SQ. FT.
47	10,514 SQ. FT.	120	11,310 SQ. FT.
48	12,150 SQ. FT.	121	11,310 SQ. FT.
49	10,800 SQ. FT.	122	11,310 SQ. FT.
50	13,928 SQ. FT.	123	11,310 SQ. FT.
51	10,400 SQ. FT.	124	11,310 SQ. FT.
52	10,400 SQ. FT.	125	11,310 SQ. FT.
53	10,400 SQ. FT.	126	11,310 SQ. FT.
54	10,400 SQ. FT.	127	13,965 SQ. FT.
55	10,400 SQ. FT.	128	14,020 SQ. FT.
56	10,400 SQ. FT.	129	10,400 SQ. FT.
57	10,400 SQ. FT.	130	10,400 SQ. FT.
58	10,400 SQ. FT.	131	10,400 SQ. FT.
59	14,466 SQ. FT.	132	10,400 SQ. FT.
60	21,235 SQ. FT.	133	10,400 SQ. FT.
61	13,629 SQ. FT.	134	10,400 SQ. FT.
62	12,395 SQ. FT.	135	10,400 SQ. FT.
63	13,033 SQ. FT.	136	14,002 SQ. FT.
64	18,984 SQ. FT.	137	13,858 SQ. FT.
65	215,786 SQ. FT.	138	10,400 SQ. FT.
66	10,931 SQ. FT.	139	10,400 SQ. FT.
67	11,310 SQ. FT.	140	10,400 SQ. FT.
68	11,310 SQ. FT.	141	10,400 SQ. FT.
69	10,400 SQ. FT.	142	10,400 SQ. FT.
70	10,400 SQ. FT.	143	10,400 SQ. FT.
71	10,400 SQ. FT.	144	10,400 SQ. FT.
72	10,400 SQ. FT.	145	13,913 SQ. FT.
73	10,400 SQ. FT.		

PROPERTY DESCRIPTION:

Part of the Northeast 1/4 of Section 9 and the Northwest 1/4 of Section 10; Commencing 85.02 feet S89°50'54"W along the North Section line and 1042.88 feet S00°23'11"E from the Northeast 1/4 corner of Section 9; thence S00°23'11"E 129.72 feet; thence S89°50'54"W 910.87 feet to the East line of the West 330 feet of the East 1/2 of the Northeast 1/4 of said Section 9; thence S00°15'34"E 1479.82 feet along said East line to the East and West 1/4 line of said Section 9; thence N89°47'59"E 288.75 feet along said East and West 1/4 line to the East line of the West 618.75 feet of the East 1/2 of the Northeast 1/4 of said Section 9; thence N00°15'35"W 300.00 feet along to the North line of the South 300.00 feet of the Northeast 1/4 of said Section; thence N89°47'59"E 709.74 feet along said North line to the East line of Section 9; thence Northerly along said East Section line to the South line of Lot 17 of Hoffman Meadows; thence Westerly along said South line to the Westerly line of said Plot; thence Northerly along said Westerly line to the Southerly line of said Plot; thence S89°43'18"W 26.89 feet to the Point of Beginning. ALSO commencing N89°48'12"E 566.88 feet along the North line of Section 10 and S00°16'34"E 1179.00 feet along the West line of the East 760.00 feet of the West 1/2 of the Northwest 1/4 of Section 10 from the Northwest corner of said Section 10; thence S00°16'34"E along said West line 1174.07 feet to the North line of the South 300.00 feet of the Northwest 1/4 of said Section; thence S89°57'24"W 562.37 feet along said North line to the West line of said Section 10; thence Northerly along said West Section line to the South line of Hoffman Meadows; thence N89°43'18"E to the Southeast corner of Lot 13 of said Plot; thence S00°16'34"E 10.00 feet; thence S88°21'29"E 66.04 feet; thence N00°16'34"W 10.00 feet; thence N89°48'12"E 130.00 feet along the South line of Lot 12 to the Point of beginning.

REQUIREMENTS:

- PROJECT DESCRIPTION:
A RESIDENTIAL DEVELOPMENT WITH 145 SINGLE FAMILY HOME LOTS. STREETS TIE INTO 68TH ST. AND CRYSTAL MEADOWS ST. WITH FUTURE STUBS TOWARD HARTMAN ST. AND MOUNTAIN KNOLL AVE.
- ZONING REQUIREMENTS: RL-10 (LOW DENSITY RESIDENTIAL) ZONING

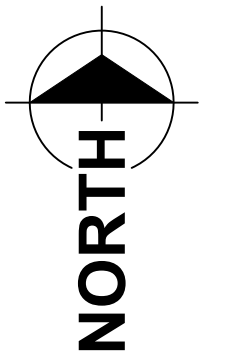
FRONT YARD:	35 FEET
REAR YARD:	35 FEET
SIDE YARD:	8 FEET
LOT AREA:	10,000 SQUARE FEET
MINIMUM LOT WIDTH:	80 FEET
- OVERALL PLAT STATISTICS

GROSS ACREAGE:	59.08 ACRES
NET ACREAGE:	46.58 ACRES
GROSS DENSITY:	2.45 UNITS/ACRE
NET DENSITY:	3.11 UNITS/ACRE
- PHASE 2 STATISTICS

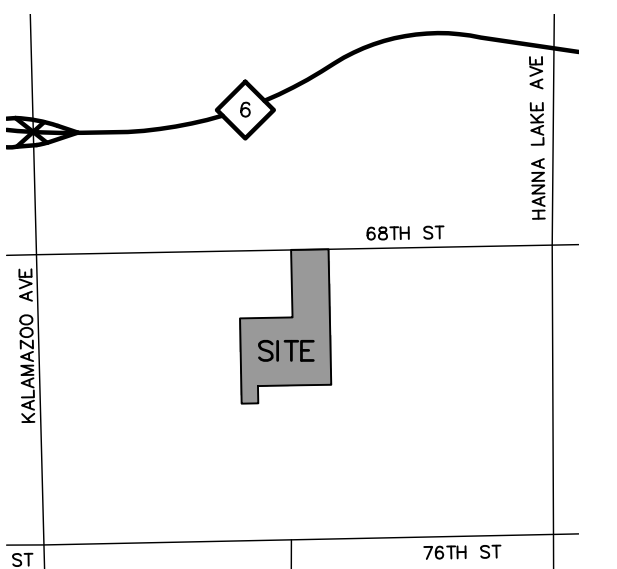
LOTS	55
GROSS ACREAGE:	15.36 ACRES
NET ACREAGE:	12.82 ACRES
GROSS DENSITY:	1.95 UNITS/ACRE
NET DENSITY:	2.34 UNITS/ACRE
- PROPOSED IMPROVEMENTS
a. All street right of ways shall be public, 66 feet in width
b. Streets shall be 30 foot bituminous valley curb and gutter per Kent County Road Commission standards and specifications.
c. This plat shall be serviced with public water and sewer.
d. Drainage design shall conform to the Kent County Drain Commission standards and specifications.
e. Gas mains shall be installed per KCRC requirements.
f. There shall be a 12 foot private easement for public utilities adjacent to all street right of ways.
g. Lot sizes are approximate and may vary with the final plat.
h. Sidewalks shall be placed at the time of house construction in public right of ways.
i. Street trees shall be planted in accordance to Section 16.13.A of the Gaines Charter Township Zoning Ordinance.

NOTE:

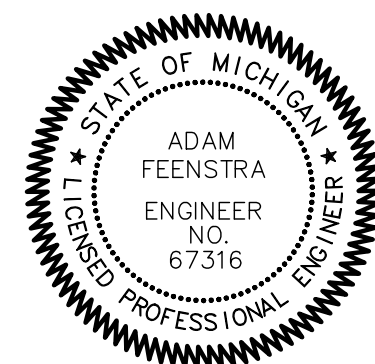
- Staff shall confirm that no less than five house models that meet the requirements of the GCTZO Section 6.4 are built within the plat.
- Staff shall enforce the street tree requirement of the GCTZO Section 16.13 A at the time of building permit.
- The applicant shall request the creation of a Street Light Assessment District before applying for residential building permits.



SCALE: 1" = 150'



LOCATION MAP
NOT TO SCALE



www.CALL811.com

REVISIONS
LAYOUT - 10-04-23
LOT DIMENSION - 11-20-23

LEGEND

T - TOWN	SECTION CORNER
R - RANGE	SET CAPPED IRON
N - NORTH	FOUND IRON OR NAIL
S - SOUTH	STORM SEWER MANHOLE
E - EAST	SANITARY SEWER MANHOLE
W - WEST	CATCH BASIN
SEC. - SECTION	HYDRANT
POB - POINT OF BEGINNING	VALVE
PROPOSED BLACKTOP	UTILITY POLE
PROPOSED CONCRETE	GUY WIRE
EXISTING BLACKTOP	LIGHT POLE
EXISTING CONCRETE	WALL MOUNTED LIGHT
BUILDING	PEDESTAL
	TRANSFORMER
	SIGN

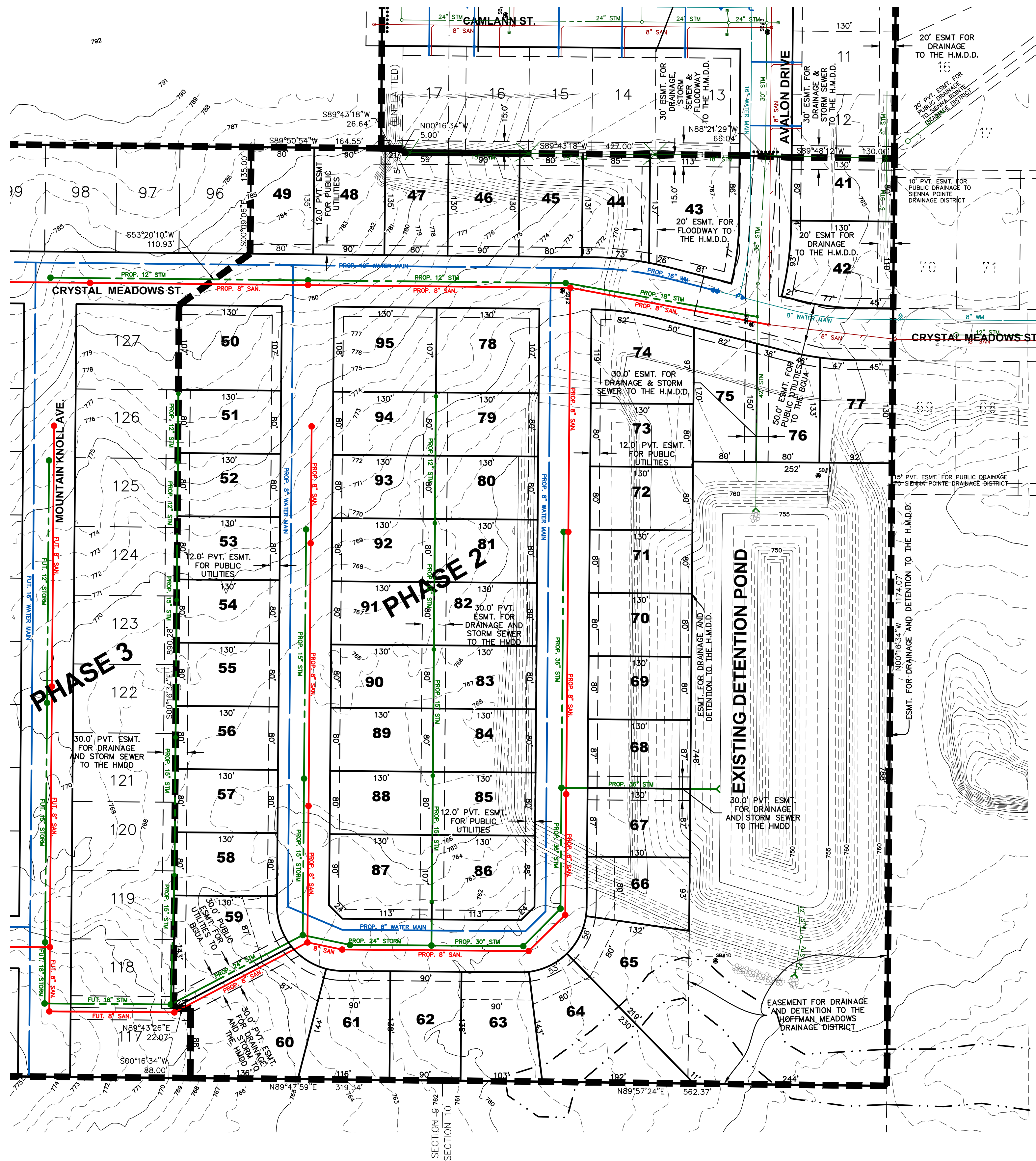
HOFFMAN MEADOWS NO. 2
PRELIMINARY PLAT
2464 68TH STREET SE

FOR: JASONVILLE LLC
4910 68TH STREET SE
CALEDONIA, MI 49316
(616) 554-3700

PART OF THE NORTHEAST 1/4 OF SECTION 9 AND PART OF THE NORTHWEST 1/4 OF SECTION 10, T5N, R11W, GAINES TOWNSHIP, KENT COUNTY, MICHIGAN

Feenstra
& Associates, Inc.
CIVIL ENGINEERS & SURVEYORS
3145 Prairie St SW
Grandville, MI 49418
Phone: 616.457.7050
www.feenstrainsc.com

C1



PHASE 2 DESCRIPTION:

Part of the Northeast 1/4 of Section 9 and the Northwest 1/4 of Section 10, T5N, R11W, Gaines Township, Kent County, Michigan, described as: Commencing at the Northeast corner of Section 9 (also known as the Northwest corner of Section 10); thence S89°50'54\"W 85.02 feet along the North line of said Section 9; thence S00°23'11\"E 1172.60 feet along the West line of Hoffman Meadows to the Point of Beginning; thence S89°50'54\"W 164.55 feet; thence S00°09'06\"W 135.00 feet; thence S53°20'10\"W 110.93 feet; thence S00°16'34\"E 890.28 feet; thence N89°43'26\"E 22.07 feet; thence S00°34'16\"W 88.00 feet to the North line of the South 300 feet of the Northeast 1/4 of said Section 9; thence N89°47'59\"E 319.34 feet along said North line to the East line of said Section 9; thence N89°57'24\"E 562.37 along the North line of the South 300 feet of the Northwest 1/4 of said Section 10 to the West line of the East 760.00 feet of the West 1/2 of the Northwest 1/4 of said Section 10; thence N00°16'34\"W 1174.07 feet along said West line to the Southeast corner of Lot 12 of Hoffman Meadows; thence S89°48'12\"W 130.00 feet; thence N88°21'29\"W 66.04 feet; thence S89°43'18\"W 427.00 feet (the previous three calls being along the South line of Hoffman Meadows Plat; thence N00°16'34\"W 5.00 feet; thence S89°43'18\"W 26.64 feet to the Point of Beginning.

Contains 15.36 Acres

REQUIREMENTS:

- PROJECT DESCRIPTION:
A RESIDENTIAL DEVELOPMENT WITH 145 SINGLE FAMILY HOME LOTS. STREETS TIE INTO 68TH ST. AND CRYSTAL MEADOWS ST. WITH FUTURE STUBS TOWARD HARTMAN ST. AND MOUNTAIN KNOLL AVE.
- ZONING REQUIREMENTS: RL-10 (LOW DENSITY RESIDENTIAL) ZONING

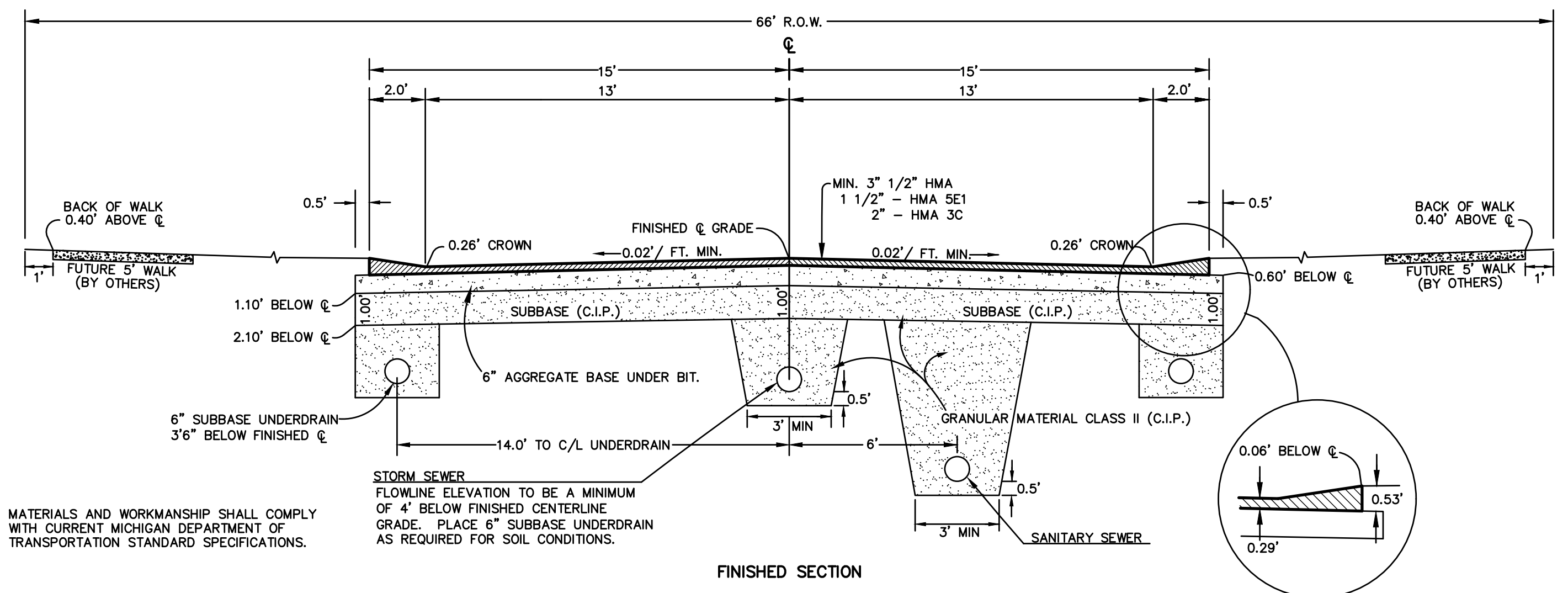
FRONT YARD:	35 FEET
REAR YARD:	35 FEET
SIDE YARD:	8 FEET
LOT AREA:	10,000 SQUARE FEET
MINIMUM LOT WIDTH:	80 FEET
- OVERALL PLAT STATISTICS

GROSS ACREAGE:	59.08 ACRES
NET ACREAGE:	46.58 ACRES
GROSS DENSITY:	2.45 UNITS/ACRE
NET DENSITY:	3.11 UNITS/ACRE
- PHASE 2 STATISTICS

GROSS ACREAGE:	15.36 ACRES
NET ACREAGE:	12.82 ACRES
GROSS DENSITY:	1.95 UNITS/ACRE
NET DENSITY:	2.34 UNITS/ACRE
- PROPOSED IMPROVEMENTS
 - All street right of ways shall be public, 66 feet in width
 - Streets shall be 30 foot bituminous valley curb and gutter per Kent County Road Commission standards and specifications.
 - This plat shall be serviced with public water and sewer.
 - Drainage design shall conform to the Kent County Drain Commission standards and specifications.
 - Gas mains shall be installed per KCRC requirements.
 - There shall be a 10 foot private easement for public utilities adjacent to all street right of ways.
 - Lot sizes are approximate and may vary with the final plat.
 - Sidewalks shall be placed at the time of house construction in public right of ways.
 - Street trees shall be planted in accordance to Section 16.13.A of the Gaines Charter Township Zoning Ordinance.

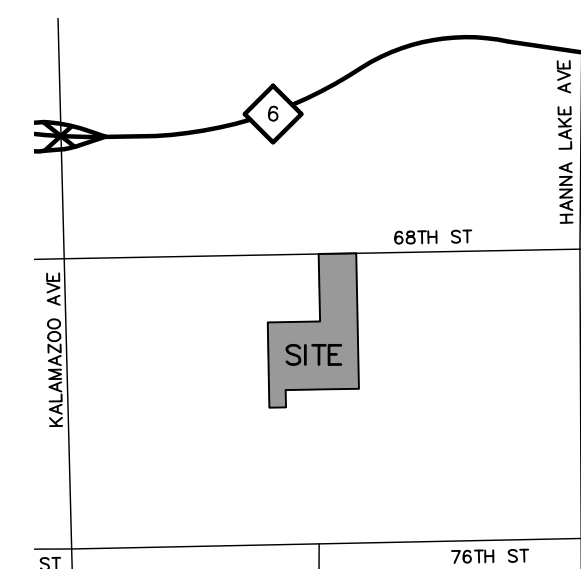
NOTE:

- Staff shall confirm that no less than five house models that meet the requirements of the GCTZO Section 6.4 are built within the plat.
- Staff shall enforce the street tree requirement of the GCTZO Section 16.13 A at the time of building permit.
- The applicant shall request the creation of a Street Light Assessment District before applying for residential building permits.

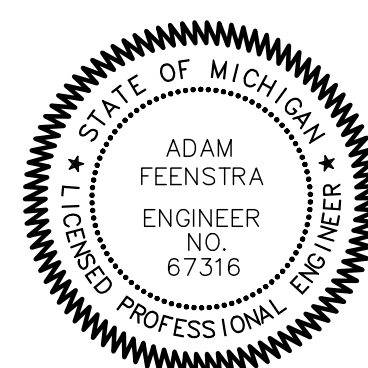


KENT COUNTY ROAD COMMISSION STANDARD 30' BITUMINOUS GUTTER SECTION

NOT TO SCALE



LOCATION MAP
NOT TO SCALE



REVISIONS
LAYOUT - 10-04-23
LOT DIMENSION - 11-20-23

LEGEND

T	TOWN	SECTION CORNER
R	RANGE	SET CAPPED IRON
N	NORTH	FOUND IRON OR NAIL
S	SOUTH	STORM SEWER MANHOLE
E	EAST	SANITARY SEWER MANHOLE
W	WEST	CATCH BASIN
SEC.	SECTION	HYDRANT
POB	POINT OF BEGINNING	VALVE
	PROPOSED BLACKTOP	UTILITY POLE
	PROPOSED CONCRETE	GUY WIRE
	EXISTING BLACKTOP	LIGHT POLE
	EXISTING CONCRETE	WALL MOUNTED LIGHT
		PEDESTAL
		TRANSFORMER
		SIGN

HOFFMAN MEADOWS PRELIMINARY PLAT

2410 68TH STREET
FOR: JASONVILLE LLC
4910 68TH STREET SE
CALEDONIA, MI 49316
(616) 554-3700

PART OF THE NORTHEAST 1/4 OF SECTION 9 AND PART OF THE NORTHWEST 1/4 OF SECTION 10, T5N, R11W, GAINES TOWNSHIP, KENT COUNTY, MICHIGAN

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Grandville, MI 49418
Phone: 616.457.7050
www.feenstra-inc.com

C2

**CHARTER TOWNSHIP OF GAINES
COUNTY OF KENT, MICHIGAN**

RESOLUTION NO. 2023-_____

The following Resolution was offered and adopted by the Gaines Charter Township Board of Trustees at a regular meeting held on _____, 2023, at the Gaines Charter Township Offices, 8555 Kalamazoo Avenue, Caledonia, Michigan.

Members Present:

Member Absent:

The following Resolution was offered for adoption by Member _____ and supported by Member _____ to document the findings and decision by the Gaines Charter Township Board of Trustees regarding a request made by Chris Vander Hoff (Jasonville, LLC) for tentative approval of the preliminary plat approval for Phase 2 of Hoffman Meadows.

**TENTATIVE APPROVAL OF THE PRELIMINARY PLAT
FOR HOFFMAN MEADOWS PHASE 1**

WHEREAS, Chris Vander Hoff (Jasonville, LLC), the “Applicant” has submitted a tentative preliminary plat for Hoffman Meadows Phase 2 (the “Plat”);

WHEREAS, the proposed Plat consists of 55 single-family lots located within the 15.36-acre Phase 2 area of the proposed residential development; and

WHEREAS, the Planning Commission has held a public hearing, considered the application and the tentative preliminary Plat, and at a meeting on November 16th, 2023, recommended that the Gaines Charter Township Board of Trustees grant tentative preliminary approval of the Plat, upon certain terms and conditions.

WHEREAS, The Planning Commission approved a 4:1 depth-to-width ratio waiver for lot 65, which includes the existing detention pond within an easement for drainage and detention to the Hoffman Meadows Drainage District.

IT IS, THEREFORE, RESOLVED AS FOLLOWS:

1. Tentative Preliminary Plat.

The Gaines Charter Township Board of Trustees hereby grants tentative approval of the preliminary plat for Hoffman Meadows Phase 2, as shown on the Plat dated October 25th, 2023, upon the terms and subject to the conditions stated in this Resolution. This Resolution recommends approval of the overall layout and preliminary plan for lots, streets, open space, sidewalks, stormwater infrastructure, and utilities.

2. Lots.

The tentative Hoffman Meadows Phase 2 Plat shall consist of 55 residential lots, for one single-family detached dwelling each, numbered from lot 41 through lot 95, inclusive. Residential construction shall comply with the Township Zoning Ordinance and subdivision requirements.

3. Land Division Act and Chapter 22 Land Divisions, Subdivisions and Land Development.

The Hoffman Meadows Phase 2 Plat shall comply in all respects with applicable provisions of the Michigan Land Division Act and Chapter 22 of the Gaines Charter Township Code, Land Divisions, Subdivisions and Land Development.

4. Other Required Approvals.

Written approvals from other agencies having jurisdiction over the Hoffman Meadows Phase 2 Plat shall be obtained, and copies shall be provided to the Township in accordance with the Land Division Act.

5. Conditions of Approval.

- a. Staff shall confirm that no less than five house models that meet the requirements of the GCTZO Section 6.4 A are built within the Plat.
- b. Staff shall enforce the street tree requirement of the Gaines Charter Township landscaping zoning ordinance at the time of building permitting.
- c. The applicant shall request the creation of a Street Light Assessment District before applying for residential building permits.
- d. The applicant shall adhere to all review comments provided by the Township Engineer.

TOWNSHIP BOARD DECISION

Based on the above, the Gaines Charter Township Board of Trustees hereby adopts Resolution No. 2023-_____ and tentatively approves the preliminary plat for Hoffman Meadows Phase 2, subject to conditions documented herein.

A motion was made to adopt this resolution by Township Board Member _____ and supported by Township Board Member _____, the roll call vote being as follows:

AYES: _____
NAYS: _____
ABSENT: _____

RESOLUTION DECLARED ADOPTED

CERTIFICATION

I hereby certify that the above is a true copy of a resolution adopted by the Gaines Charter Township Board at a regular meeting held on _____, 2023.

Respectfully submitted,

Michael Brew, Clerk
Gaines Charter Township

Dated: _____, 2023

**CHARTER TOWNSHIP OF GAINES
COUNTY OF KENT, MICHIGAN**

RESOLUTION NO. 23-11-16 PC

The following Resolution was offered and adopted by the Gaines Charter Township Planning Commission at a regular meeting held on November 16, 2023.

Members Present: Giarmo, Thomas, Billips, Waayenberg, Rober, Haagsma, Wiersema

Member Absent: None

The following Resolution was offered for adoption by Member Haagsma and supported by Member Rober to document the findings and decision by the Gaines Charter Township Planning Commission regarding a request made by Chris Vander Hoff (Jasonville, LLC) for Tentative Preliminary Plat approval for Phase 2 of Hoffman Meadows, which includes 55 lots.

**TENTATIVE PRELIMINARY PLAT FOR HOFFMAN MEADOWS PHASE 2
AND DEPTH-TO-WIDTH RATIO WAIVER FOR LOT 65**

WHEREAS, Chris Vander Hoff (Jasonville, LLC), the "Applicant" has submitted the Tentative Preliminary Plat for Hoffman Meadows Phase 2 (the "Plat");

WHEREAS, the proposed Plat consists of 55 single-family lots located within the 15.36-acre Phase 2 area of the proposed residential development;

WHEREAS, the Planning Commission may waive the 4:1 depth-to-width requirement under certain circumstances as outlined in Section 22-24(4) of the Land Division Ordinance; and

WHEREAS, the Planning Commission held a public hearing on November 16, 2023, and has considered the application and the proposed Plat, and at a meeting on November 16, 2023, recommends that the Gaines Charter Township Board of Trustees grant tentative preliminary approval of the Plat, upon certain terms and conditions.

IT IS, THEREFORE, RESOLVED AS FOLLOWS:

1. Tentative Preliminary Plat.

The Planning Commission recommends tentative approval of the Preliminary Plat for Hoffman Meadows Phase 2, as shown on the Plat dated October 25, 2023, upon the terms and subject to the

conditions stated in this Resolution. This Resolution recommends approval of the overall layout and tentative plan for lots, streets, open space, sidewalks, stormwater infrastructure, and utilities.

2. Lots.

The phase 2 Plat shall consist of 55 residential lots, for one single-family detached dwelling each, numbered from lot 41 through lot 95, inclusive. Residential construction shall comply with the Township Zoning Ordinance and subdivision requirements.

3. Land Division Act and Chapter 22 Land Divisions, Subdivisions and Land Development.

The Plat shall comply in all respects with applicable provisions of the Michigan Land Division Act and Chapter 22 of the Gaines Charter Township Code, Land Divisions, Subdivisions and Land Development.

4. Other Required Approvals.

Written approvals from other agencies having jurisdiction over the Plat shall be obtained, and copies shall be provided to the Township in accordance with the Land Division Act.

5. Depth-To-Width Ratio Waiver for Lot 65.

The Planning Commission approves the 4:1 depth-to-width ratio waiver for lot 65, which includes the existing detention pond within an easement for drainage and detention to the Hoffman Meadows Drainage District.

6. Recommended Conditions of Approval.

- a. The applicant shall confirm lot width compliance for all lots within the Plat.
- b. Staff shall confirm that no less than five house models that meet the requirements of the GCTZO Section 6.4 A are built within the Plat.
- c. Staff shall enforce the street tree requirement of the GCTZO Section 16.13 A at the time of building permitting.
- d. The applicant shall update the plan to show sidewalks on both sides of the public street throughout the entire development.
- e. The applicant shall request the creation of a Street Light Assessment District before applying for residential building permits.
- f. The applicant shall adhere to all review comments provided by the Township Engineer.

PLANNING COMMISSION RECOMMENDATION

The Planning Commission recommends tentative approval of the Preliminary Plat with the conditions outlined in this Resolution. Tentative approval confers upon the proprietor for a period of one (1) year from date, approval of lot sizes, lot orientation, and street layout, and application of the current subdivision regulations.

The vote on the motion to adopt this Resolution was as follows:

YES:

NO:

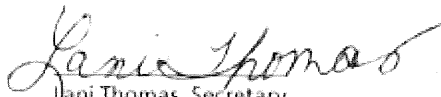
ABSTAIN:

RESOLUTION DECLARED ADOPTED

CERTIFICATION

I hereby certify that the above is a true copy of a Resolution adopted by the Gaines Charter Township Planning Commission at a meeting held on November 16, 2023.

Respectfully submitted,


Jani Thomas, Secretary
Gaines Charter Township
Planning Commission

Dated: November 16, 2023.



MEMO

Staff Communication

DATE: December 11th, 2023

TO: Township Board of Trustees

FROM: Dan Wells, Community Development Director

RE: Private Road Waiver Request for Loretta View

SUMMARY OF TOPIC:

Staff requests a waiver from the requirement to submit a maintenance agreement under Chapter 22, Section 2(E) "Non-Conforming Roads and Driveways, Serving Additional Properties without an Extension".

In early November staff approved a land division to split a parcel that has frontage on a road named Loretta View (see below). The parcel formerly included both the red and blue parcels and was owned by the Pylemans. The Wilsons purchased the red property. Staff failed to enforce the requirement to get a Road Maintenance Agreement (RMA) in place before the division was approved, and it isn't currently a



buildable parcel as it doesn't perc.

Loretta View is non-conforming in that there are more than five parcels and it's only built to Shared Street standards. The road is shared by eight property owners, so it is currently defined as a non-conforming "shared driveway" under 22.3(C). The road is about 16 feet wide so not conforming for a Private Street but does have a 66-

foot easement. A private street requires a 66-foot-wide easement, construction in conformance with Kent County Road Standards, and 26-foot width. It's in good condition and has a cul-de-sac with a radius of approximately 25 feet. The owners of property using Loretta View have a maintenance agreement in place that all are party to.

The Wilsons did intend to add a buildable parcel to Loretta View, which the ordinance allows without full scale upgrade to a Private Road. The ordinance allows up to two parcels to be added to non-conforming roads without full upgrade, and one other parcel (3371 Loretta View) obtained a building permit in May of 2021. This would be the second and final parcel to be added to Loretta View without a full upgrade to a private street.

When they applied to create a buildable parcel by reconfiguring lot lines on their new property, staff informed them they needed to get the RMA in place, but they were concerned that they will never be able to get existing users to agree to it, not knowing any of them. They stated they would not have purchased the lot if they knew this would be required to create a buildable parcel in that area. This left the Wilsons without the option to add a parcel without constructing a CA. 1,200 foot shared driveway from 76th Street, which would be prohibitively expensive.

In an attempt to rectify the situation, staff prepared a letter (attached) to send to all the property owners along Loretta View to see if they are willing to set up a new RMA. Mark Veneman (3381 Loretta View) met with staff Monday November 27th and indicated that all the neighbors have reviewed the letter and agreed that they are willing to add a parcel to the existing maintenance agreement, but they are not willing to create a new agreement, as the existing one has served them well. In a follow up email dated November 30th on which seven of the owners were copied, the owners indicated their willingness to add the additional parcel to their existing agreement.

ORDINANCES:

The ordinance does allow up to two parcels to be added to an existing access road without upgrades if certain stipulations are met.

Chapter 22.2 of the Zoning Ordinance reads:

E. Serving Additional Properties without an Extension. An existing lawful nonconforming private street or shared driveway may serve two (2) additional parcels, lots, or units without the need to upgrade the entire length and surface area of the private road or shared driveway to comply with the requirements of this Chapter, as long as:

- 1. It is not extended in length;*
- 2. The traveled surface and condition of the street or driveway are determined to be freely passable year-round for general traffic and emergency vehicles and is approved by the Zoning Administrator, after consultation with the Township Engineer, Building Official, and Fire Official; and*
- 3. An easement maintenance agreement is approved by the Township and is recorded or amended in full compliance with Section 22.9 of this Chapter.*

In this case the request to add a new buildable parcel onto Loretta View meets the first two requirements, but not the third, and that is the subject of the waiver request.

Under 22.10 Modifications and Waivers an applicant may be granted a waiver from the Board if the request meets certain standards.

D. Standards of Approval. The following criteria shall be applied by the Township Board regarding a modification waiver:

- 1. Strict compliance with the requirement(s) would be unreasonable and unnecessarily burdensome because of prior construction; previously established easement arrangements; unique physical surroundings, shape, or topographical conditions of the property as distinguished from a mere inconvenience; or property dispute or economic hardship.*

The applicable standard would create an economic hardship for the Wilsons as they invested in the purchase of property that they believed could be accessed from Loretta View. The Wilsons would not have bought the property otherwise. Staff did not clearly communicate that an RMA would be necessary for a new parcel, nor did staff understand the goal of the Wilsons to create a lot in this configuration.

- 2. The modification or waiver may be granted without detriment to the public safety, health, or general welfare, or damage to any other property by way of the utilization of alternative design features.*

The Township Engineer evaluated the roadway and noted that it is in good condition, passable and adequate for the current volume of residential traffic. The cul-de-sac radius is about 25 feet, about 16 feet smaller than would be required.

3. The conditions upon which the request for a waiver or modification is based are unique to the property involved and not applicable generally to other properties or other private streets or shared driveways.

Normally, an RMA would be required prior to creation of a new parcel on a non-conforming street. In this case staff failed to enforce that provision of the ordinance, creating a unique situation.

4. Approval of a waiver or variance will not otherwise result in a violation of any other Township ordinance, including the Zoning Ordinance, or of any other requirement of law.

Approval of a waiver will not result in a violation of the ordinance.

5. The conditions making the waiver request necessary were not created by the applicant.

In this case, staff failed to enforce the requirement to get a RMA in place prior to the division of land, creating a practical difficulty for the current land owner.

FINANCIAL IMPACT:

There will be no financial impact to the Township.

BUDGET ACTION REQUIRED:

No budget action is necessary.

STAFF RECOMMENDATION:

The Board will need to determine whether staffs request for the waiver is reasonable considering;

- 1) The situation has come about due to staff's failure to enforce the ordinance creating a unique situation.
- 2) Existing neighbors using Loretta View have indicated that they are willing to add one more parcel to the existing RMA, and this is permitted under the ordinance.
- 3) It is staff's opinion that an additional single-family lot will not create a significant impact on the condition of the road in the long term.



8555 Kalamazoo Ave., SE
Caledonia, MI 49316

www.gainestownship.org

Phone: 616-698-6640
Fax: 616-698-2490

Name
Address
Address

Hello [NAME OF OWNER],

I hope this letter finds you in good health and spirits heading into the holiday season.

I'm writing to you today to see if you would be willing to consider participating in a formal Road Maintenance Agreement for the Loretta View roadway. There are many private roadways in the Township that have been built over the years that do not have a formal agreement in place which in some circumstances has led to disagreements over shared costs of maintenance, rights of access, new utility costs, snow plowing, and a basic set of rules about how to come to agreement over shared costs.

Depending on the specifics of each situation, this Maintenance Agreement is usually required under our land division ordinance when new parcels are created that use the road. One of your neighbors desires to add a single home parcel to the Loretta View easement.

If approved by you and your neighbors, the Agreement will be registered at the County and tied to your deed, so that future owners remain part of it. Normally there is a fee and escrow collected for Township legal review, but in this case the Township is waiving both so there will be no cost to you to get the Agreement set up.

I've enclosed a draft agreement that is standard form for Township approval for you to consider.

I have sent this letter to all of your neighbors that share frontage along Loretta View, so you may want to discuss this with them, and please feel free to call or email me as well.

Sincerely,

Dan Wells
Community Development Director
Gaines Charter Township
Email: Dan.wells@gainestownship.org
Cell phone: (616) 980-6188



MEMO

Staff Communication

DATE: December 11th, 2023

TO: Township Board of Trustees

FROM: Dan Wells, Community Development Director

RE: Final Preliminary Plat Review, Thornapple Farms Phases 1 - 6

SUMMARY OF TOPIC:

The applicant has received the necessary agency reviews and approvals for the Thornapple Farms plat, and requests final preliminary plat (FPP) review for Thornapple Farms, Phases 1 through 6. This FPP covers a 96.37 portion of the property, the overall property is 132.5 acres. The FPP is restricted to the Residential-14 (RL-14) zoned area. Overall, 178 residential lots are proposed along with public roads, public utilities, and open space.

In March 2023, the applicant received tentative preliminary plat approval for 169 lots, but Kent County Road Commission required elimination of two cul-de-sacs. Subsequent road realignments allowed a few more home lots and some additional open space to be preserved in the woodlot at the south end of the property (ca. 12 acres total up from 10.3 acres). Discussions with Consumers Energy/ITC also led to some revised lot boundaries along the easement that crosses the south end of the plat.

Approval letters have been obtained by Kent County Drain Commission, Kent County Plat Board, Kent County Road Commission, ITC, Kent County Health Department, MDOT, and EGLE.

The plat is proposed as a "conservation design" which allows for smaller lots than would normally be required in RL-14 in exchange for preservation of open space. As presented on the FPP, no lot falls below 11,270 square feet.

The open space includes a mature grove of trees and unpaved trails at the south end of the property that abuts Shadyside County Park. A 15-foot-wide path with a six-foot-wide paved walk leads from Dutton Avenue to the woods and Shadyside Park. In addition, a 0.52-acre park is designated at the north end of the plat.

FINANCIAL IMPACT:

The investment will be well over \$60 million in housing and associated infrastructure. Local businesses in Dutton will benefit from hundreds of people moving into the immediate area.

BUDGET ACTION REQUIRED:

No budget action is necessary.

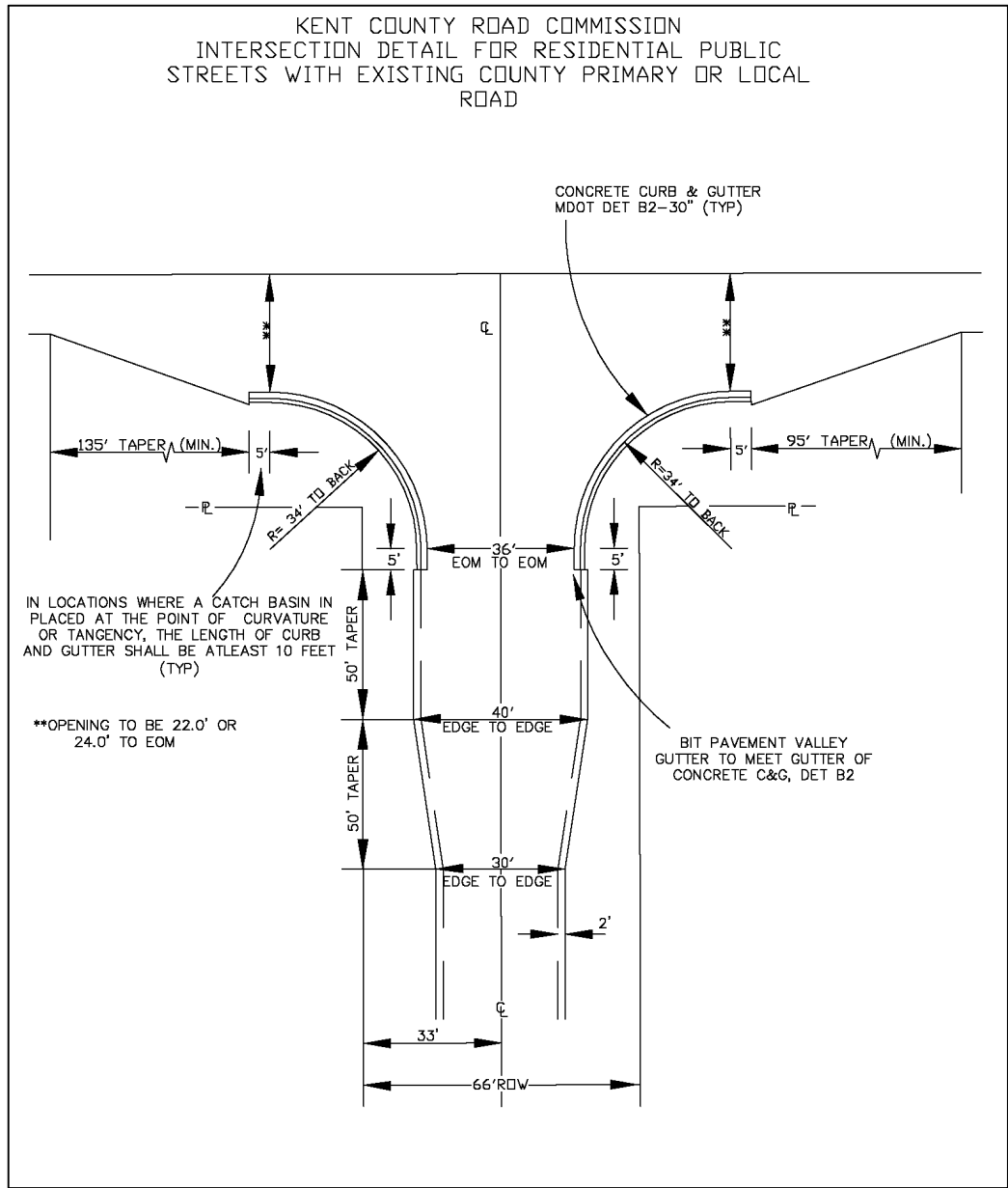
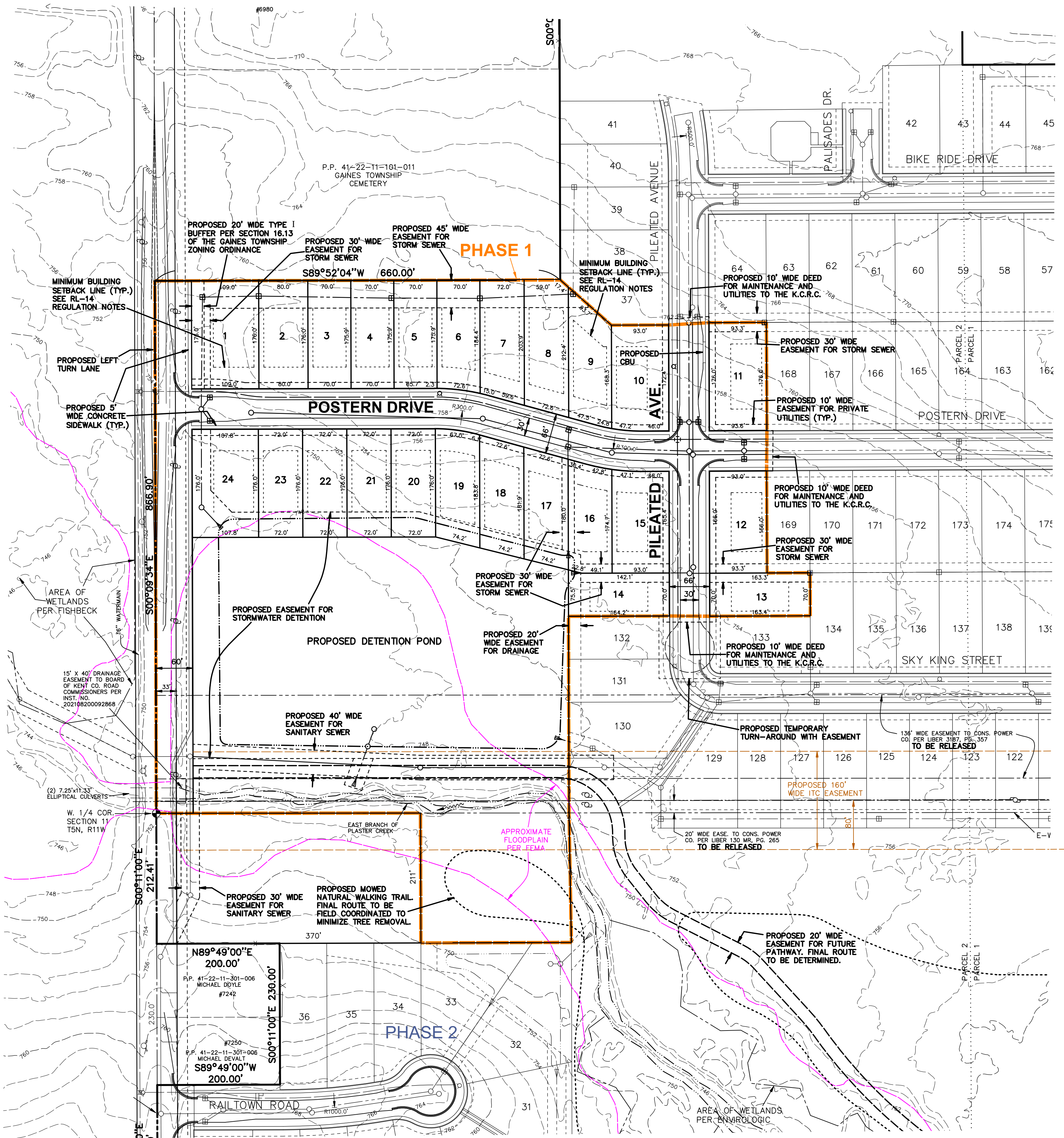
STAFF RECOMMENDATION:

Based on Staff review of the revised plat dated October 17th, 2023, it is recommended that the Township Board approve the Thornapple Farms Phases 1-6 "Final Preliminary Plat".

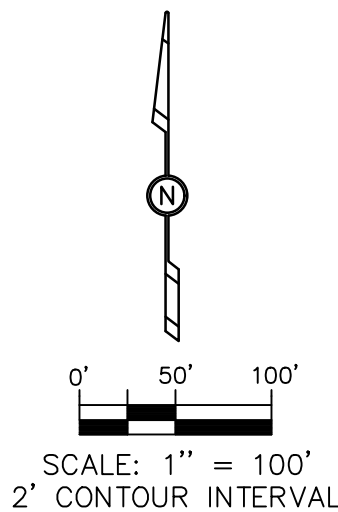
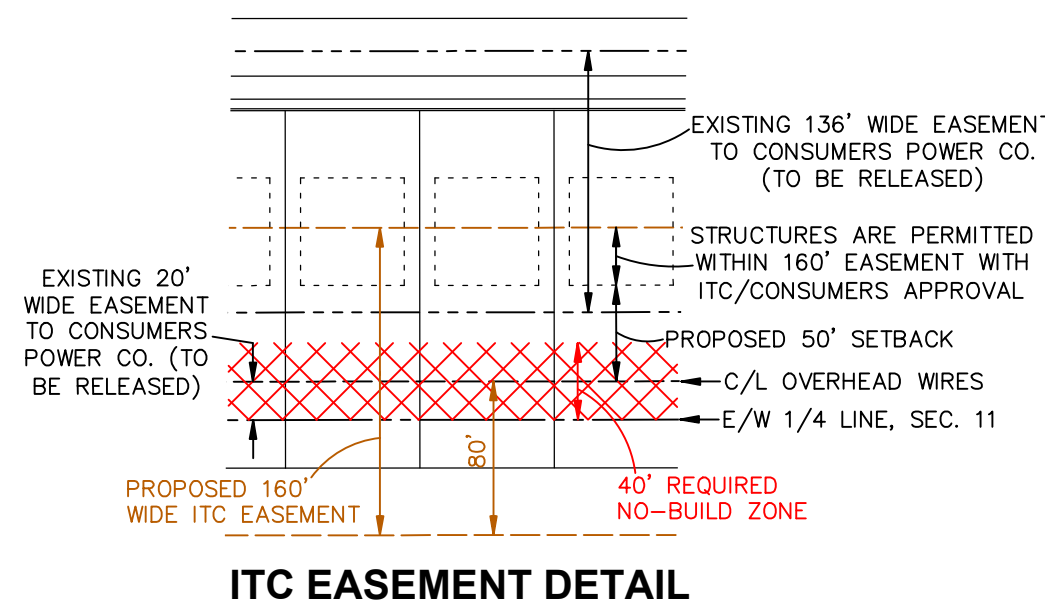
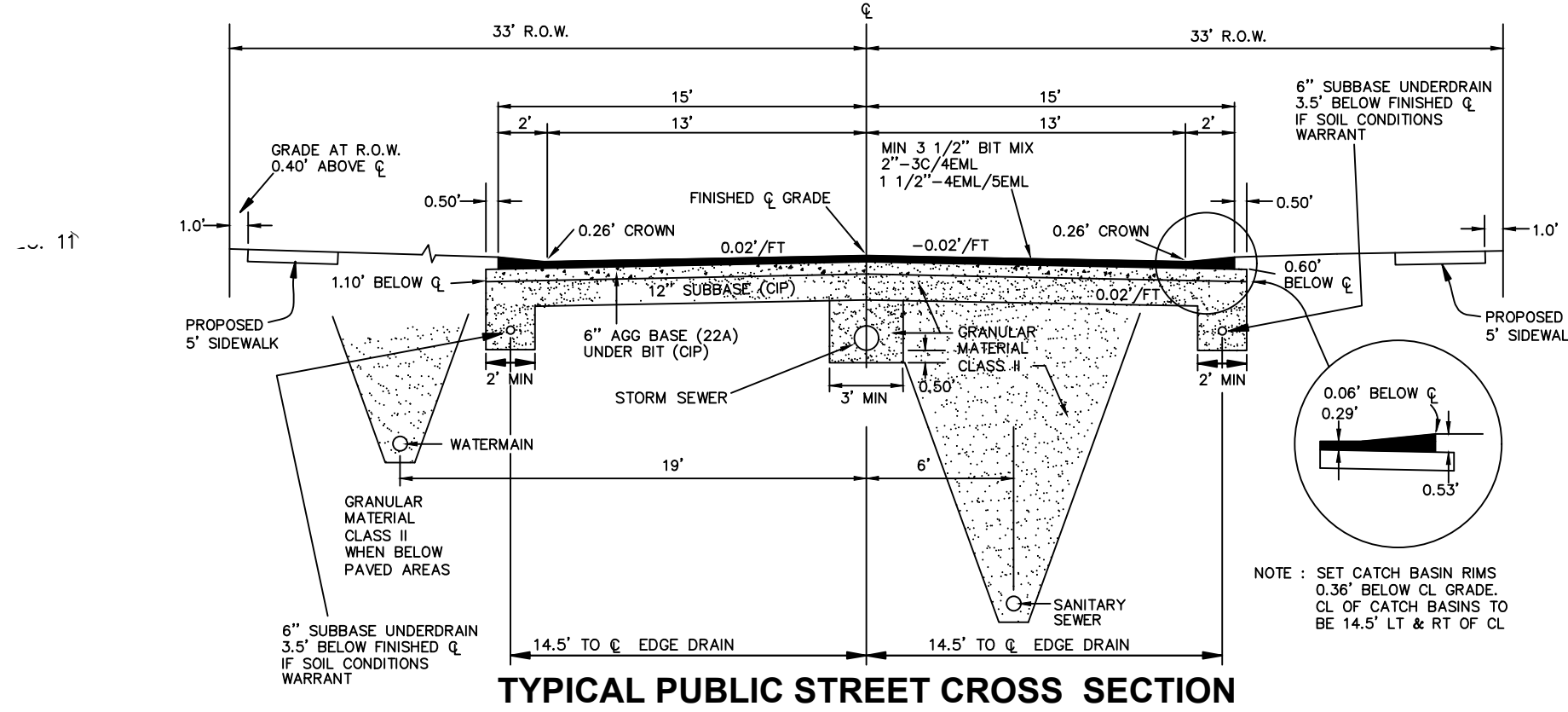
Approval confers upon the applicant 2 years to build all applicable site improvements and infrastructure, all of which are subject to review and approval by the Township Engineer. The applicant will apply for the "Final Plat" at a later date.

Staff recommends the following conditions:

1. Staff shall confirm that no less than five house models that meet the requirements of GCTZO Section 6.4 A are built within the plat.
2. Staff shall enforce landscaping requirements of GCTZO Section 16.13.A at the time of final plat consideration.
3. The applicant shall request the creation of a Street Light Assessment District before applying for residential building permits.
4. The applicant shall adhere to all review comments provided by the Township Engineer.



PHASE 1			
Area		Area	
Lot No.	Sq.Feet	Lot No.	Sq.Feet
1	19184	13	11436
2	14080	14	11553
3	12320	15	15430
4	12320	16	12482
5	12320	17	13030
6	12527	18	13167
7	13970	19	13074
8	15329	20	12672
9	13355	21	12672
10	15973	22	12672
11	16456	23	12672
12	15463	24	18979



SITE INFORMATION

OVERALL PROPERTY DESCRIPTIONS:

PARCEL 1 (7307 HAMMOND AVENUE PP#41-22-11-176-002) : That part of the East one-half of the Northwest one quarter lying South of C H DEMING'S ADDITION and Southwesterly of centerline of Dutton Avenue, Section 11, Town 5 North, Range 11 West; North 1/2 Northeast 1/4, Section 11, Town 5 North, Range 11 West. PARCEL 2 (3316 68TH STREET SE PP#41-22-11-101-012): That part of the West 1/2 of Section 11, Town 5 North, Range 11 West, described as follows: Commencing 610.5 feet East of the Northwest corner of a said Section; thence South 165 feet; thence West 610.5 feet; thence South 643.41 feet; thence East 660 feet; thence South 973.59 feet; thence West 660 feet to a point 1,782 feet South from the Northwest corner of Section 11; thence South to point 450.0 feet North from the Southwest corner of the North 1/2 of the Northwest 1/4 of the Southwest 1/4 of Section 11; thence East perpendicular to the West Section line 200 feet; thence South parallel with the West Section line 230.0 feet; thence West perpendicular to the West Section line 200.0 feet to the Southwest corner of the North 1/2, Northwest 1/4, Southwest 1/4 of Section 11; thence East to the Southeast corner of the North 1/2, Northwest 1/4, Southwest 1/4 of said Section; thence North along the West 1/8 line to the Southwesterly line of Dutton Avenue; thence Northwesterly along the Southwesterly line of said Dutton Avenue to the North Section line, thence West to the place of beginning. *TOTAL SIZE: 132.5 ACRES *DEVELOPMENT ONLY PROPOSED ON PARCEL 1 AND RL-14 PORTION OF PARCEL 2 PHASE 1 Description: Part of the NW 1/4 and SW 1/4 of Section 11, T5N, R11W, GAINES TOWNSHIP, Kent County, Michigan, described as: BEGINNING at the West 1/4 Corner of said Section 11; thence N00°09'34"W 866.90 feet along the West line of said NW 1/4; thence N89°52'04"E 660.00 feet; thence S48°29'59"E 111.10 feet; thence N89°50'26"E 93.00 feet; thence N86°38'58"E 66.10 feet; thence N89°44'10"E 93.32 feet; thence S00°15'50"E 176.03 feet; thence S00°23'50"W 66.00 feet; thence S00°15'50"E 166.00 feet; thence N89°44'10"E 70.00 feet; thence S00°15'50"E 70.00 feet; thence S89°44'10"W 163.43 feet; thence N89°41'07"W 66.00 feet; thence S89°50'26"W 164.16 feet; thence S00°09'34"E 320.15 feet to the South line of said NW 1/4; thence S01°02'35"E 210.94 feet; thence S89°49'00"W 245.00 feet; thence N00°11'00"W 211.45 feet to the South line of said NW 1/4; thence S89°56'39"W 430.00 feet along said South line to the Point of Beginning.

MAPPING

*MAPPING IS BASED ON BOUNDARY SURVEY BY EXCEL ENGINEERING DATED 10/21/22. *CONTOURS ARE BASED ON AVAILABLE COUNTY GIS INFORMATION

ZONING

*EXISTING ZONING: RL-14 SINGLE FAMILY RESIDENTIAL RL-10 RESIDENTIAL (NORTH OF NORTH LINE OF CEMETERY)-NO DEVELOPMENT PROPOSED DUE TO MORATORIUM O-S OFFICE SERVICE (NORTH OF DUTTON INDEPENDENT REFORMED CHURCH)-NO DEVELOPMENT PROPOSED

RL-14 REGULATIONS PER GAINES TOWNSHIP ZONING ORDINANCE, SECTION 6.4.B (SEE OPEN SPACE CALCULATION)

*MINIMUM LOT AREA: 11,200 SQFT *MINIMUM LOT WIDTH: 70' *MINIMUM BUILDING SETBACKS: FRONT YARD: 35' SIDE YARD: 8' (35' MIN. ON STREET SIDE OF CORNER LOTS) REAR YARD: 35'

WETLANDS

*WETLANDS SHOWN ON THE PLAN HAVE BEEN IDENTIFIED BY ENVIROLOGIC, DATED 10/12/22.

FLOODPLAIN

*APPROXIMATE LIMITS OF ZONE "A" FLOOD PLAIN ALONG THE EAST BRANCH OF PLASTER CREEK ARE SHOWN PER AVAILABLE FEMA MAPS.

OPEN SPACE CALCULATION FOR THE RL-14 ZONE

*TOTAL AREA IN THE RL-14 ZONE: 102.47 ACRES (TO C/L OF ROADS) 98.95 ACRES (TO PROPOSED 80' RW) REFER TO SHEET 1 FOR OPEN SPACE GRAPHICS *TOTAL PLAT AREA IN THE RL-14 ZONE: 98.09 ACRES (EXCL. PROP. RW, LAND DIV. UNDEVELOPED LAND NORTH OF PH 3) *FLOODPLAIN/WETLAND AREA: 9.92 ACRES (EXCL. RW, LAND DIV. AREA) 86.17 ACRES *NET AREA: 12.0 ACRES ± *NET AREA INCLUDES CONSUMERS EASEMENT, ASSUMING IT WILL BE REDUCED. OPEN SPACE EXCLUDES CONSUMERS EASEMENT. IF EASEMENT IS REDUCED, OPEN SPACE PERCENTAGE MAY INCREASE. *OPEN SPACE PERCENT OF NET AREA: 13.9% *

PROPOSED LAND USE

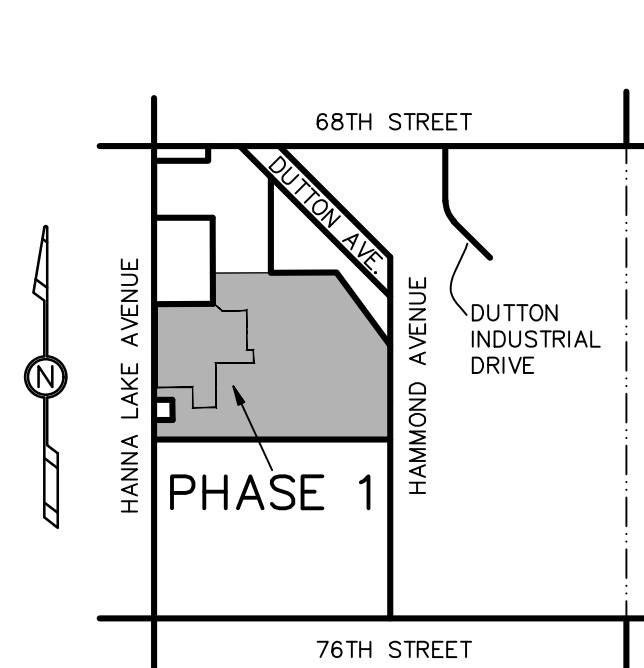
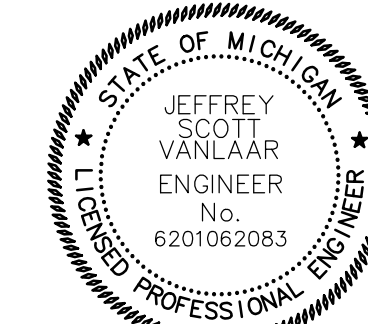
*THIS DEVELOPMENT WILL CONSIST OF 178 LOTS IN THE RL-14 ZONE. *ONE LAND DIVISION IN THE RL-14 ZONE WILL HAVE FRONTAGE ON HANNA LAKE AVENUE. *PHASE 1 CONTAINS 18.25 ACRES WITH 24 LOTS *PHASE 2 CONTAINS 5.93 ACRES WITH 12 LOTS *PHASE 3 CONTAINS 10.93 ACRES WITH 28 LOTS *PHASE 4 CONTAINS 15.06 ACRES WITH 34 LOTS *PHASE 5 CONTAINS 41.15 ACRES WITH 57 LOTS *PHASE 6 CONTAINS 8.28 ACRES WITH 23 LOTS NOTE: ACREAGES INCLUDE RIGHT OF WAYS OF HANNA LAKE AVE, DUTTON AVE, AND HAMMOND AVE.

PROPOSED IMPROVEMENTS

*PUBLIC WATER AND SANITARY SEWER WILL BE PROVIDED FOR EACH LOT. PUBLIC SEWER IS TO BE EXTENDED ALONG THE EAST BRANCH OF PLASTER CREEK. *STORMWATER MANAGEMENT TO CONFORM TO KENT COUNTY DRAIN COMMISSION SPECIFICATIONS AND A DRAIN DISTRICT SHALL BE ESTABLISHED. *BURIED POWER, GAS AND CABLE TO SERVICE EACH LOT WILL BE LOCATED WITHIN THE 10' PRIVATE UTILITIES EASEMENT. *CONSTRUCTION WILL CONFORM TO ALL APPLICABLE STATE AND LOCAL CODES. *STREET LIGHTS, SIDEWALKS AND STREET TREES ARE PROPOSED FOR THIS DEVELOPMENT PER ZONING ORDINANCE REQUIREMENTS. *STREET LIGHTS, OF A DESIGN AND LOCATION APPROVED BY THE TOWNSHIP AND CONSUMERS ENERGY, WILL BE INSTALLED. A SPECIAL ASSESSMENT DISTRICT SHALL BE REQUESTED BY THE DEVELOPER TO THE TOWNSHIP BOARD. *ALL OPEN SPACE TO BE MAINTAINED BY HOME OWNER'S ASSOCIATION.

BENCHMARK #1 ELEV. 775.74 (NAVD88) TOP OF 81 SPIKE IN EAST SIDE UTILITY POLE 23'± WEST OF C/L HANNA LAKE AVE. & 85'± SOUTH OF SOUTH LINE HOUSE #7319

BENCHMARK #2 ELEV. 757.92 (NAVD88) TOP OF NE FLANGE BOLT (UNDER "E") ON HYDRANT, NORTH SIDE OF 68TH STREET, SE OF BUILDING #3259



LEGEND

--- = PROPOSED STORM SEWER
--- = PROPOSED SANITARY SEWER
--- = PROPOSED WATERMAIN

PRELIMINARY PLAT PHASE 1 THORNAPPLE FARMS

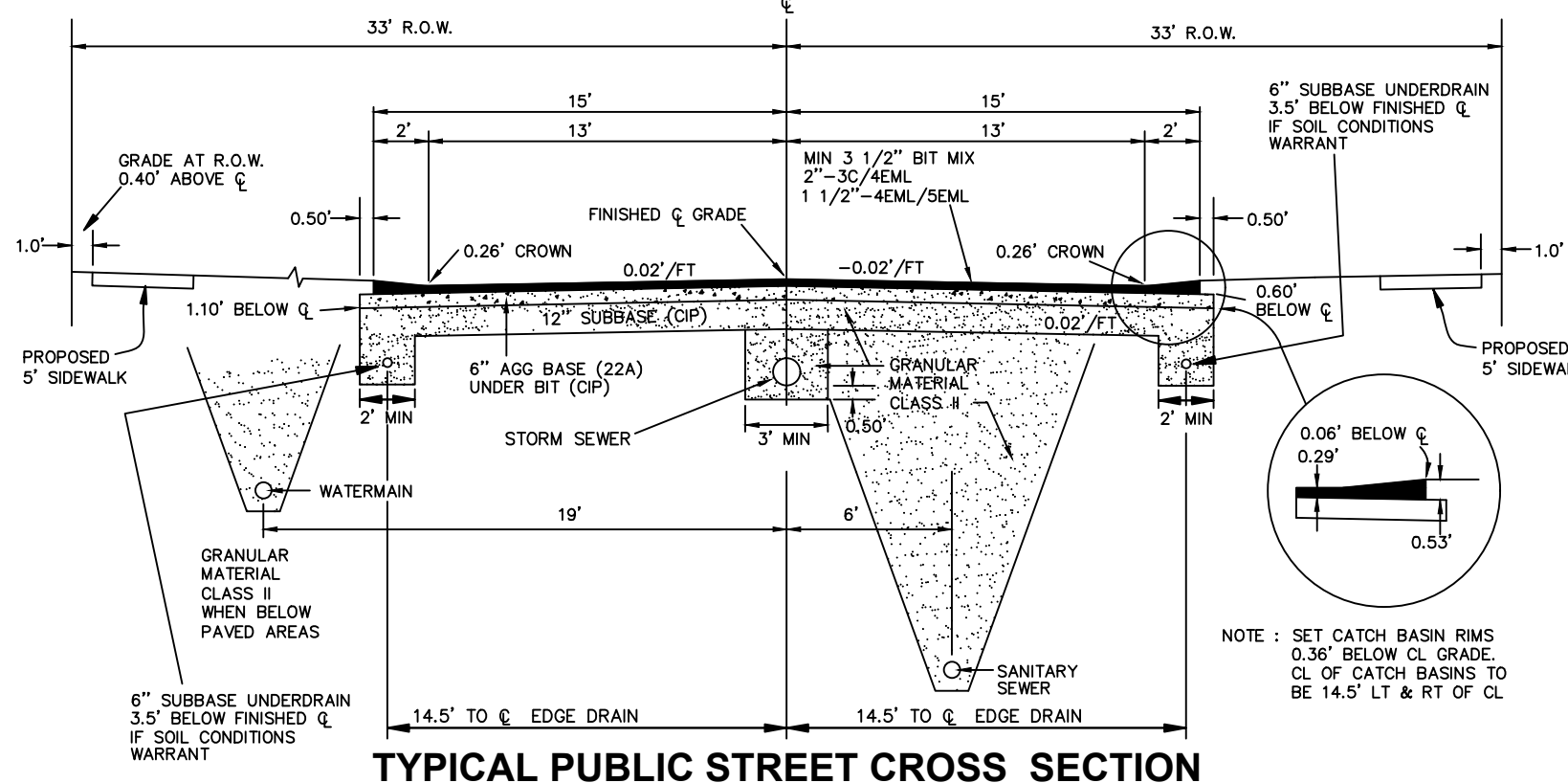
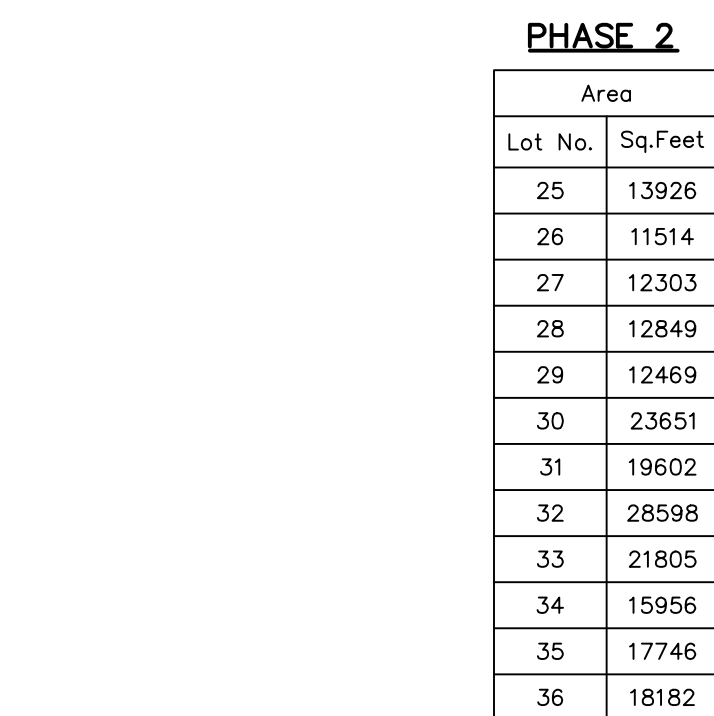
FOR: GREEN DEVELOPMENT VENTURES
ATTN: DAN LARABEL
2186 EAST CENTRE AVE
PORTAGE, MI 49002

PART OF THE NW 1/4, SECTION 11, T5N, R11W, GAINES TOWNSHIP, KENT COUNTY, MICHIGAN

DATE	REV	BY	REVISION
10/17/23	REV PER ITC/CONSUMERS	JDR	
07/10/23	REV PER KCRC	JDR	
05/25/23	REV PER KCRC	JDR	
05/02/23	REV UTILITIES	JSD	
02/28/23	REV STREET NAMES	JSV	
02/23/23	REV PER TWP	JSV	
DATE	FILE NO.	221731E	

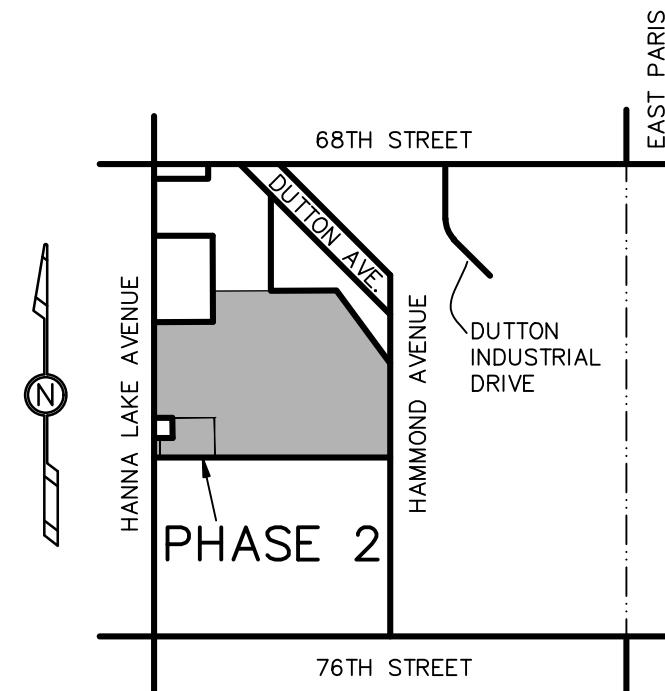
excel engineering, inc.
planners • engineers • surveyors
5252 Clyde Park, S.W., • Grand Rapids, MI 49509
Phone: (616) 531-3660 www.excelengineering.com

DRAWN BY: JDR
PROJ. ENG.: JSV
APPROVED BY: JSV
DATE: 01/23/2023
SHEET 2 of 7

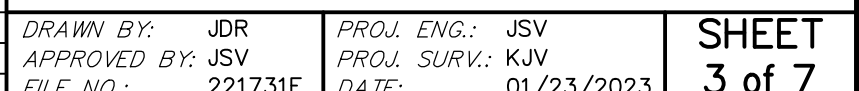


- PUBLIC WATER AND SANITARY SEWER WILL BE PROVIDED FOR EACH LOT. PUBLIC SEWER IS TO BE EXTENDED ALONG THE EAST BRANCH OF PLASTER CREEK.
- STORMWATER MANAGEMENT TO CONFORM TO KENT COUNTY DRAIN COMMISSION SPECIFICATIONS AND A DRAIN DISTRICT SHALL BE ESTABLISHED.
- BURNED POWER, GAS AND CABLE TO SERVICE EACH LOT WILL BE LOCATED WITHIN THE 10' PRIVATE UTILITIES EASEMENT.
- CONSTRUCTION WILL CONFORM TO ALL APPLICABLE STATE AND LOCAL CODES.
- STREET LIGHTS, SIDEWALKS AND STREET TREES ARE PROPOSED FOR THIS DEVELOPMENT PER ZONING ORDINANCE REQUIREMENTS.
- STREET LIGHTS, OF A DESIGN AND LOCATION APPROVED BY THE TOWNSHIP AND CONSUMERS ENERGY, WILL BE INSTALLED. A SPECIAL DRAIN DISTRICT SHALL BE REQUESTED BY THE DEVELOPER TO THE TOWNSHIP BOARD.
- ALL OPEN SPACE TO BE MAINTAINED BY HOME OWNER'S ASSOCIATION.

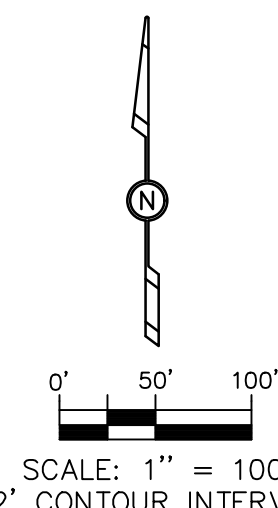
BENCHMARK #2 ELEV. 757.92 (NAVD88)
TOP OF NE FLANGE BOLT (UNDER "E") ON
HYDRANT, NORTH SIDE OF 68TH STREET, SE
OF BUILDING #3259



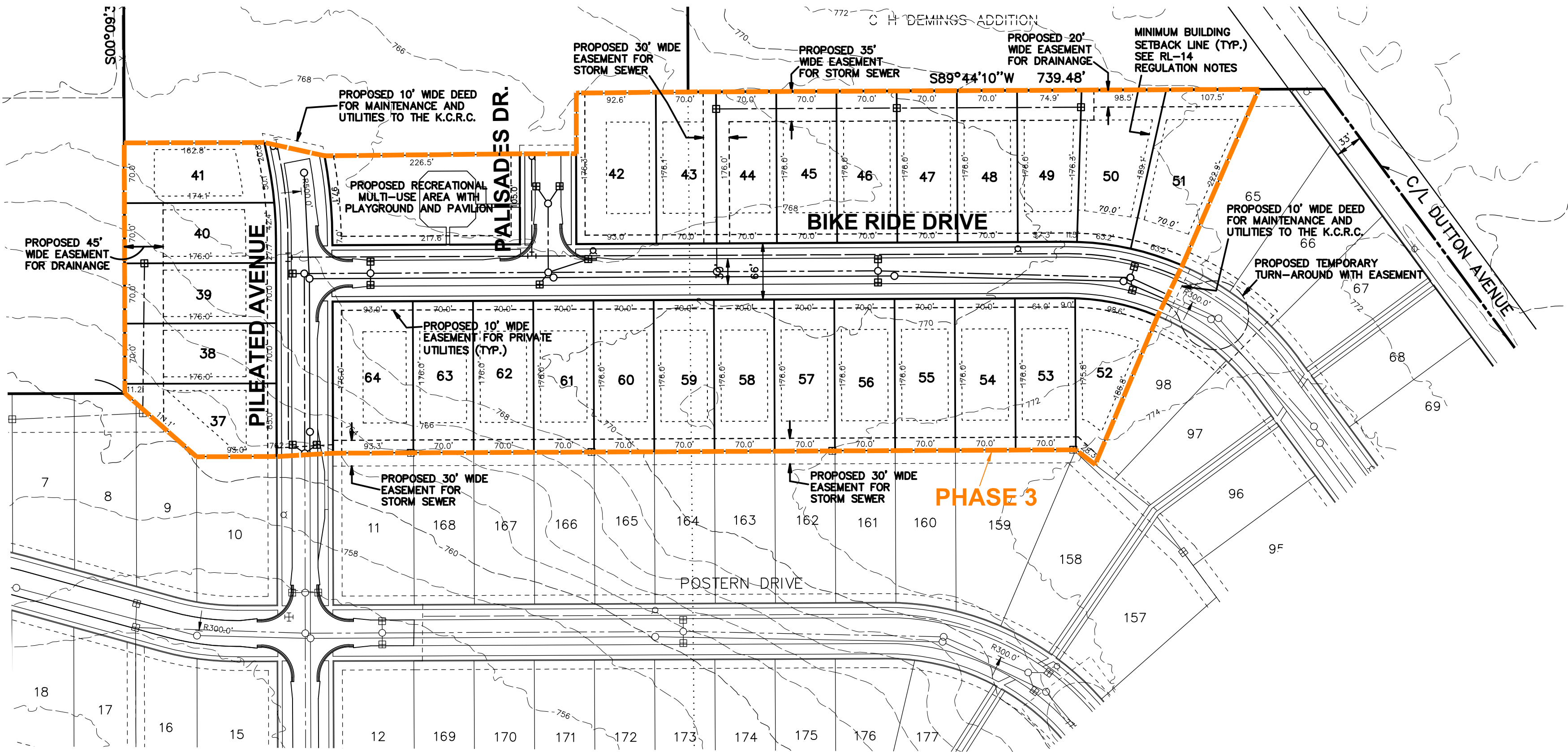
- - - - - = PROPOSED STORM SEWER
 _____ = PROPOSED SANITARY SEWER
 _____ = PROPOSED WATERMAIN



SHEET
3 of 7



P:\Projects\2022\221731\Drawings\221731-F.dwg, PH3, 11/2/2023 10:13:41 AM, jroot



PHASE 3			
Area		Area	
Lot No.	Sq.Feet	Lot No.	Sq.Feet
37	11895	51	16843
38	12320	52	11270
39	12320	53	12317
40	12293	54	12318
41	11840	55	12318
42	16292	56	12318
43	12316	57	12318
44	12320	58	12318
45	12320	59	12318
46	12320	60	12318
47	12320	61	12318
48	12320	62	12318
49	12644	63	12318
50	14548	64	16393

SITE INFORMATION

OVERALL PROPERTY DESCRIPTIONS:

PARCEL 1 (7307 HAMMOND AVENUE PP#41-22-11-176-002) :
That part of the East one-half of the Northwest one quarter lying South of C H DEMING'S ADDITION and Southwesterly of centerline of Dutton Avenue, Section 11, Town 5 North, Range 11 West; North 1/2 Northeast 1/4 Southwest 1/4, Section 11, Town 5 North, Range 11 West.
PARCEL 2 (3316 68TH STREET SE PP#41-22-11-101-012):
That part of the West 1/2 of Section 11, Town 5 North, Range 11 West, described as follows: Commencing 610.5 feet East of the Northwest corner of said Section; thence South 165 feet; thence West 610.5 feet; thence South 643.41 feet; thence East 660 feet; thence South 973.59 feet; thence West 660 feet to a point 1,782 feet South from the Northwest corner of Section 11; thence South to point 450.0 feet North from the Southwest corner of the North 1/2 of the Northwest 1/4 of the Southwest 1/4 of Section 11; thence East perpendicular to the West Section line 200 feet; thence South parallel with the West Section line 230.0 feet; thence West perpendicular to the West Section line 200.0 feet to the Southwest corner of the North 1/2, Northwest 1/4, Southwest 1/4 of Section 11; thence East to the Southeast corner of the North 1/2, Northwest 1/4, Southwest 1/4 of said Section; thence North along the West 1/8 line to the Southwesterly line of Dutton Avenue; thence Northwesterly along the Southwesterly line of said Dutton Avenue to the North Section line, thence West to the place of beginning.
TOTAL SIZE: 132.5 ACRES
DEVELOPMENT ONLY PROPOSED ON PARCEL 1 AND RL-14 PORTION OF PARCEL 2
PHASE 3 Description:
Part of the NW 1/4 of Section 11, T5N, R11W, GAINES TOWNSHIP, KENT COUNTY, MICHIGAN, described as: Commencing at the West 1/4 Corner of said Section 11; thence N00°09'34"W 866.90 feet along the West line of said NW 1/4; thence N89°52'04"E 660.00 feet to the POINT OF BEGINNING; thence N00°09'34"W 291.15 feet; thence N89°50'26"E 162.77 feet; thence S77°36'32"E 72.12 feet; thence N89°24'24"E 226.47 feet; thence N89°51'03"E 66.00 feet; thence N00°08'57"W 70.38 feet; thence N89°24'24"E 130.00 feet to the SW corner of C. H. Deming's Addition to Dutton (as recorded in Liber 20 of Plats on Page 35, Kent County records); thence N89°44'10"E 663.50 feet along the South line of said C. H. Deming's Addition to Dutton; thence S23°27'03"W 222.94 feet; thence S25°59'23"W 66.08 feet; thence S22°49'21"W 186.82 feet; thence N52°40'50"W 28.32 feet; thence S89°44'10"W 863.32 feet; thence S86°38'55"W 66.10 feet; thence S89°50'26"W 83.00 feet; thence N48°29'59"W 111.10 feet to the Point of Beginning.

MAPPING

MAPPING IS BASED ON BOUNDARY SURVEY BY EXXEL ENGINEERING DATED 10/21/22.
CONTOURS ARE BASED ON AVAILABLE COUNTY GIS INFORMATION

ZONING

EXISTING ZONING: RL-14 SINGLE FAMILY RESIDENTIAL
RL-10 RESIDENTIAL (NORTH OF NORTH LINE OF CEMETERY)-NO DEVELOPMENT PROPOSED DUE TO MORATORIUM
O-S OFFICE SERVICE (NORTH OF DUTTON INDEPENDENT REFORMED CHURCH)-NO DEVELOPMENT PROPOSED

RL-14 REGULATIONS

PER GAINES TOWNSHIP ZONING ORDINANCE, SECTION 6.4.B (SEE OPEN SPACE CALCULATION)

MINIMUM LOT AREA: 11,200 SQFT
MINIMUM LOT WIDTH: 70'
MINIMUM BUILDING SETBACKS:
FRONT YARD: 35'
SIDE YARD: 8' (35' MIN. ON STREET SIDE OF CORNER LOTS)
REAR YARD: 35'

WETLANDS

WETLANDS SHOWN ON THE PLAN HAVE BEEN IDENTIFIED BY ENVIROLOGIC, DATED 10/12/22.

FLOODPLAIN

APPROXIMATE LIMITS OF ZONE "A" FLOOD PLAIN ALONG THE EAST BRANCH OF PLASTER CREEK ARE SHOWN PER AVAILABLE FEMA MAPS.

OPEN SPACE CALCULATION FOR THE RL-14 ZONE

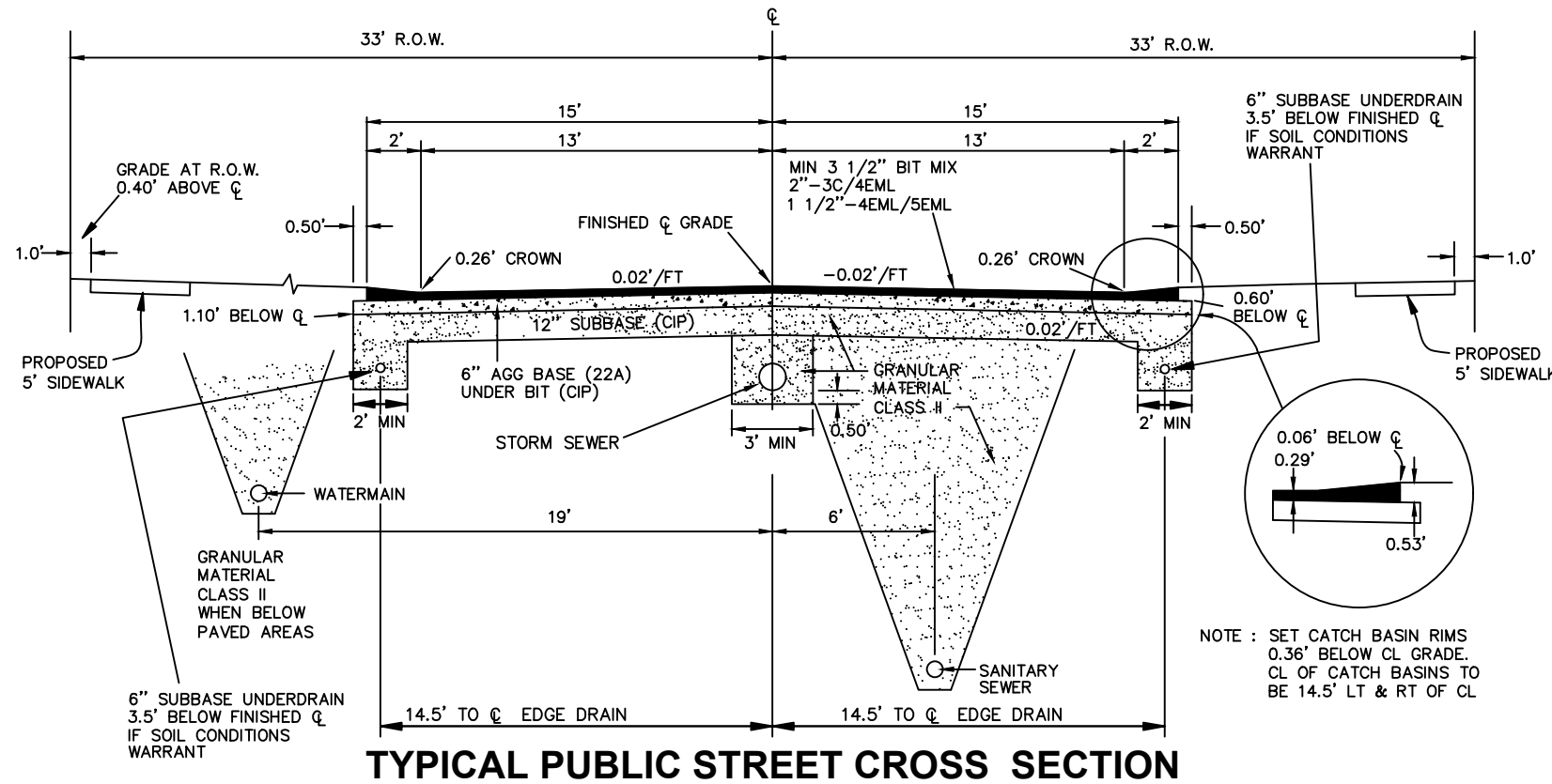
TOTAL AREA IN THE RL-14 ZONE: 102.47 ACRES (TO CL OF ROADS)
98.95 ACRES (TO PROPOSED 60' R/W)
TOTAL PLAT AREA IN THE RL-14 ZONE: 96.09 ACRES (EXCL PROP R/W, LAND DIV, UNDEVELOPED LAND NORTH OF PH 3)
FLOODPLAIN/WETLAND AREA: 9.92 ACRES (EXCL R/W, LAND DIV AREA)
NET AREA: 86.17 ACRES *
UPLAND OPEN SPACE AREA: 12.0 ACRES *
OPEN SPACE PERCENT OF NET AREA: 13.9% *
NET AREA INCLUDES CONSUMERS EASEMENT. ASSUMING IT WILL BE REDUCED, OPEN SPACE EXCLUDES CONSUMERS EASEMENT. IF EASEMENT IS REDUCED, OPEN SPACE PERCENTAGE MAY INCREASE.

PROPOSED LAND USE

THIS DEVELOPMENT WILL CONSIST OF 178 LOTS IN THE RL-14 ZONE.
ONE LAND DIVISION IN THE RL-14 ZONE WILL HAVE FRONTAGE ON HANNA LAKE AVENUE.
PHASE 1 CONTAINS 18.25 ACRES WITH 24 LOTS
PHASE 2 CONTAINS 5.93 ACRES WITH 12 LOTS
PHASE 3 CONTAINS 10.93 ACRES WITH 28 LOTS
PHASE 4 CONTAINS 15.06 ACRES WITH 34 LOTS
PHASE 5 CONTAINS 41.15 ACRES WITH 17 LOTS
PHASE 6 CONTAINS 8.28 ACRES WITH 23 LOTS
NOTE: ACREAGES INCLUDE RIGHT OF WAYS OF HANNA LAKE AVE, DUTTON AVE, AND HAMMOND AVE.

PROPOSED IMPROVEMENTS

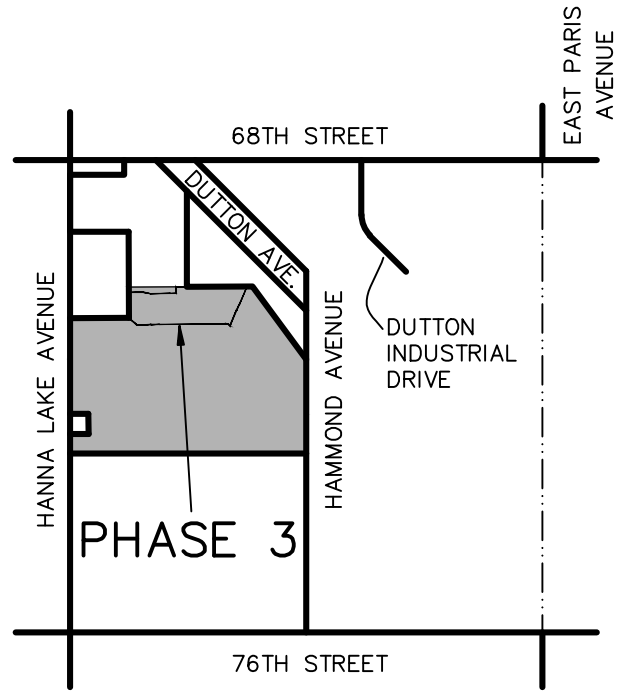
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STORMWATER MANAGEMENT TO CONFORM TO KENT COUNTY DRAIN COMMISSION SPECIFICATIONS AND A DRAIN DISTRICT SHALL BE ESTABLISHED.
BURIED POWER, GAS AND CABLE TO SERVICE EACH LOT WILL BE LOCATED WITHIN THE 10' PRIVATE UTILITIES EASEMENT.
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STREET LIGHTS, OF A DESIGN AND LOCATION APPROVED BY THE TOWNSHIP AND CONSUMERS ENERGY, WILL BE INSTALLED. A SPECIAL ASSESSMENT DISTRICT SHALL BE REQUESTED BY THE DEVELOPER TO THE TOWNSHIP BOARD.
ALL OPEN SPACE TO BE MAINTAINED BY HOME OWNER'S ASSOCIATION.



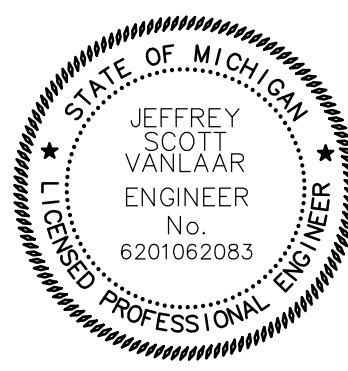
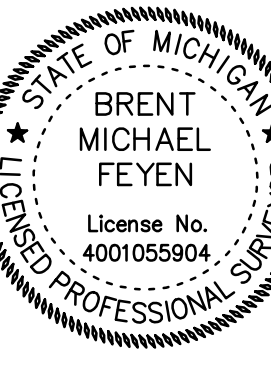
TYPICAL PUBLIC STREET CROSS SECTION

LEGEND

----- = PROPOSED STORM SEWER
----- = PROPOSED SANITARY SEWER
----- = PROPOSED WATERMAIN



LOCATION MAP



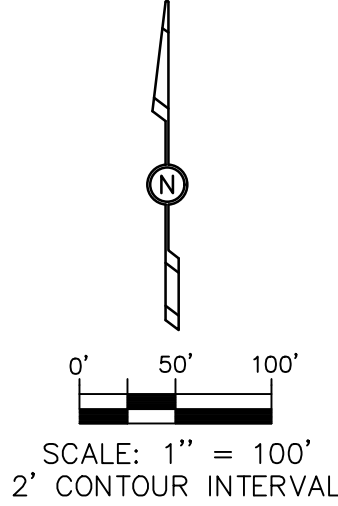
PRELIMINARY PLAT PHASE 3
THORNAPPLE FARMS
FOR: GREEN DEVELOPMENT VENTURES
ATTN: DAN LARABEL
2186 EAST CENTRE AVE
PORTAGE, MI 49002
PART OF THE NW 1/4, SECTION 11, T5N, R11W, GAINES TOWNSHIP, KENT COUNTY, MICHIGAN

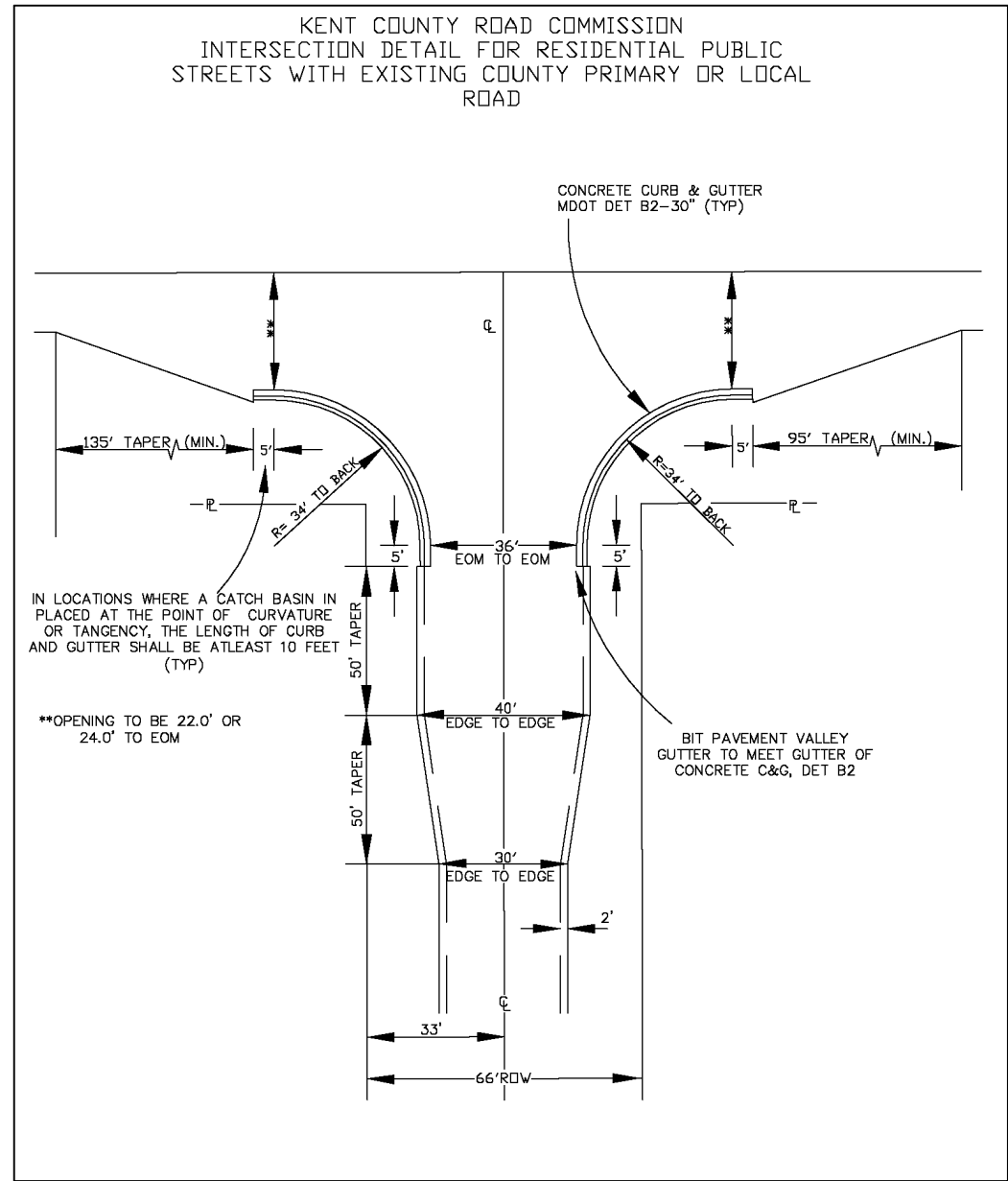
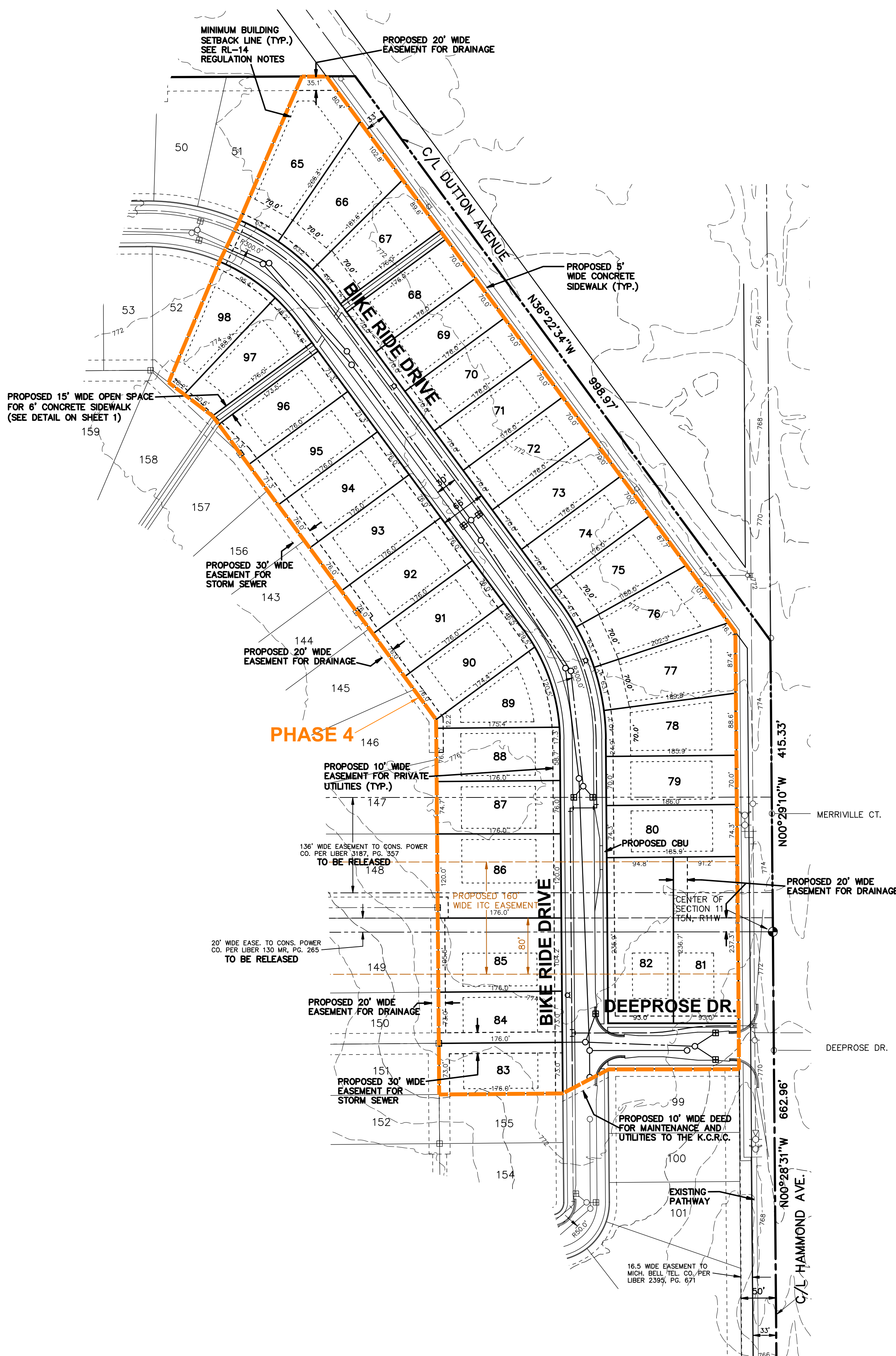
DATE	REVISION	BY
10/17/23	REV PER ITC/CONSUMERS	JDR
07/10/23	REV PER KCRC	JDR
05/25/23	REV PER KCRC	JDR
05/02/23	REV UTILITIES	JSJ
02/28/23	REV STREET NAMES	JSJ
02/23/23	REV PER TWP	JSJ

exxel engineering, inc.
planners • engineers • surveyors
5252 Clyde Park, S.W. • Grand Rapids, MI 49509
Phone: (616) 531-3660 www.exxelengineering.com

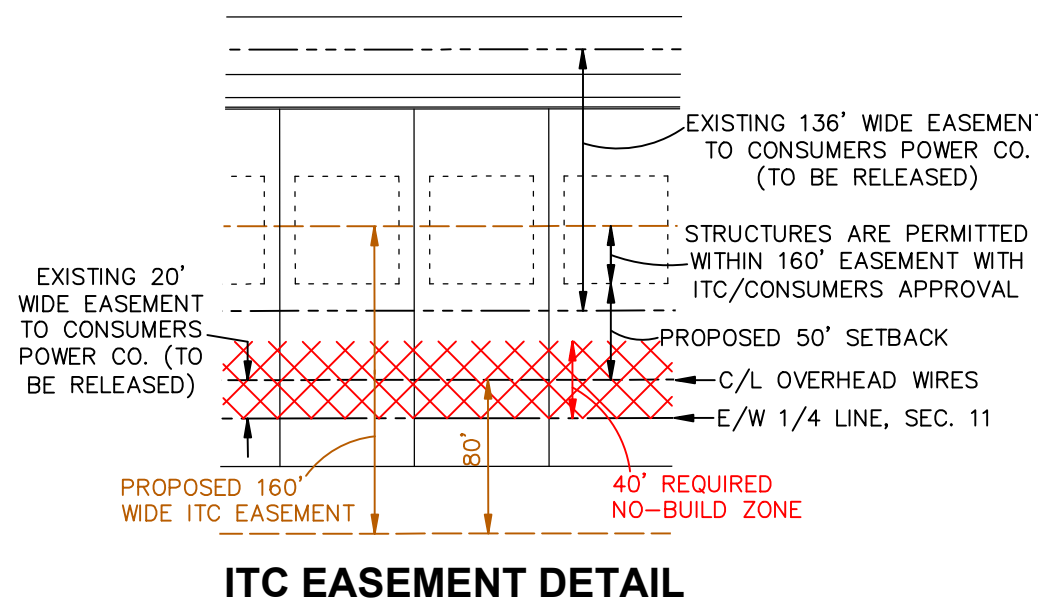
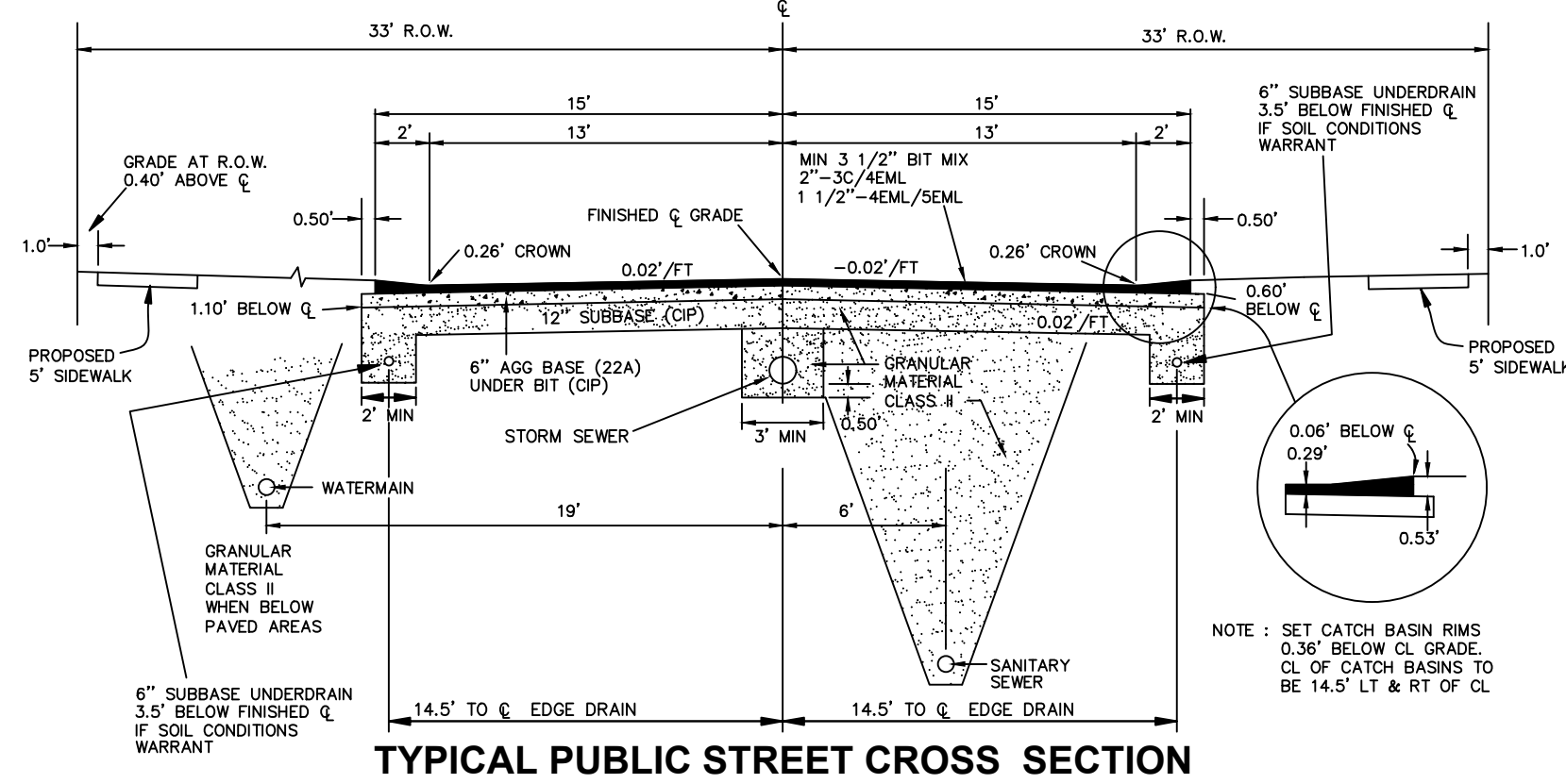
DRAWN BY: JDR
APPROVED BY: JSJ
FILE NO.: 221731E
DATE: 01/23/2023

SHEET
4 of 7





PHASE 4			
Area		Area	
Lot No.	Sq.Feet	Lot No.	Sq.Feet
65	18888	82	22186
66	15644	83	12848
67	13532	84	12848
68	12320	85	18460
69	12320	86	21121
70	12320	87	13263
71	12320	88	13373
72	12320	89	11440
73	12320	90	13360
74	12320	91	13376
75	13529	92	13376
76	15368	93	13376
77	16278	94	13376
78	14398	95	12558
79	13017	96	12559
80	13817	97	12125
81	21829	98	11639



SITE INFORMATION •OVERALL PROPERTY DESCRIPTIONS:
PARCEL 1 (7307 HAMMOND AVENUE PP#41-22-11-176-002) :
That part of the East one-half of the Northwest one quarter lying South of C H DEMING'S ADDITION and Southwesterly of centerline of Dutton Avenue, Section 11, Town 5 North, Range 11 West; North 1/2 Northeast 1/4 Southwest 1/4, Section 11, Town 5 North, Range 11 West.
PARCEL 2 (3316 68TH STREET SE PP#41-22-11-101-012):
That part of the West 1/2 of Section 11, Town 5 North, Range 11 West, described as follows: Commencing 610.5 feet East of the Northwest corner of said Section; thence South 165 feet; thence West 610.5 feet; thence South 643.41 feet; thence East 660 feet; thence South 973.59 feet; thence West 660 feet to a point 1,782 feet South from the Northwest corner of Section 11; thence South to point 450.0 feet North from the Southwest corner of the North 1/2 of the Northwest 1/4 of the Southwest 1/4 of Section 11; thence East perpendicular to the West Section line 200 feet; thence South parallel with the West Section line 230.0 feet; thence West perpendicular to the West Section line 200.0 feet; thence South 220.0 feet to the Southwest corner of the North 1/2, Northwest 1/4, Southwest 1/4 of Section 11; thence East to the Southeast corner of the North 1/2, Northwest 1/4, Southwest 1/4 of said Section; thence North along the West 1/8 line to the Southwesterly line of Dutton Avenue; thence Northwesterly along the Southwesterly line of said Dutton Avenue to the North Section line, thence West to the place of beginning.
•TOTAL SIZE: 132.5 ACRES
•DEVELOPMENT ONLY PROPOSED ON PARCEL 1 AND RL-14 PORTION OF PARCEL 2
PHASE 4 Description:
Part of the NW 1/4 and SW 1/4 of Section 11, T5N, R11W, GAINES TOWNSHIP, Kent County, Michigan, described as: BEGINNING at the Center of said Section 11; thence S00°28'31"E 195.99 feet along the East line of said SW 1/4; thence S89°57'21"W 236.01 feet; thence S62°23'46"W 74.16 feet; thence S89°31'29"W 176.00 feet; thence N00°28'31"W 534.44 feet; thence N36°22'34"W 537.72 feet; thence N52°40'50"W 78.82 feet; thence N22°49'21"E 186.82 feet; thence N25°59'23"E 66.08 feet; thence N23°27'03"E 222.94 feet to the South line of said C. H. Deming's Addition to Dutton (as recorded in Liber 20 of Plats on Page 35, Kent County records); thence N89°44'10"E 75.98 feet along said South line to the centerline of Dutton Avenue (66 foot wide); thence S36°22'34"E 998.97 feet along said centerline to the East line of said NW 1/4; thence S00°29'10"E 415.33 feet along said East line to the Point of Beginning.

MAPPING
•MAPPING IS BASED ON BOUNDARY SURVEY BY EXXEL ENGINEERING DATED 10/21/22.
•CONTOURS ARE BASED ON AVAILABLE COUNTY GIS INFORMATION

ZONING
•EXISTING ZONING: RL-14 SINGLE FAMILY RESIDENTIAL
RL-10 RESIDENTIAL (NORTH OF NORTH LINE OF CEMETERY)-NO DEVELOPMENT PROPOSED DUE TO MORATORIUM
O-S OFFICE SERVICE (NORTH OF DUTTON INDEPENDENT REFORMED CHURCH)-NO DEVELOPMENT PROPOSED

RL-14 REGULATIONS PER GAINES TOWNSHIP ZONING ORDINANCE, SECTION 6.4.B (SEE OPEN SPACE CALCULATION)
•MINIMUM LOT AREA: 11,200 SQFT
•MINIMUM LOT WIDTH: 70'
•MINIMUM BUILDING SETBACKS
FRONT YARD: 35'
SIDE YARD: 8' (35' MIN. ON STREET SIDE OF CORNER LOTS)
REAR YARD: 35'

WETLANDS
•WETLANDS SHOWN ON THE PLAN HAVE BEEN IDENTIFIED BY ENVIROLOGIC, DATED 10/12/22.

FLOODPLAIN
•APPROXIMATE LIMITS OF ZONE "A" FLOOD PLAIN ALONG THE EAST BRANCH OF PLASTER CREEK ARE SHOWN PER AVAILABLE FEMA MAPS.

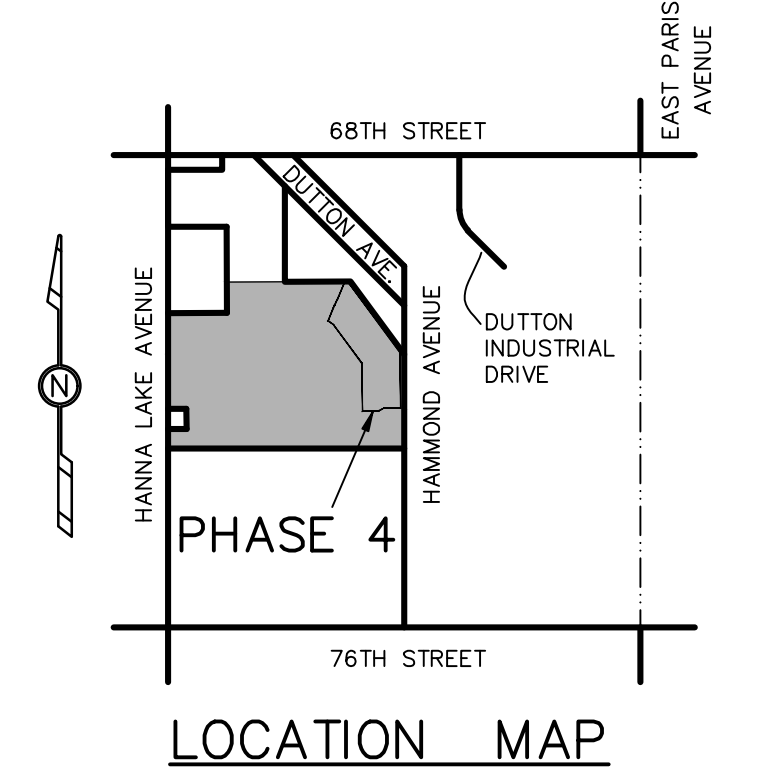
OPEN SPACE CALCULATION FOR THE RL-14 ZONE
•TOTAL AREA IN THE RL-14 ZONE: 102.47 ACRES (TO CL OF ROADS)
98.95 ACRES (TO PROPOSED 60' R/W)
•TOTAL PLAT AREA IN THE RL-14 ZONE: 96.09 ACRES (EXCL PROP R/W, LAND DIV, UNDEVELOPED LAND NORTH OF PH 3) REFERENCE TO SHEET 1 FOR OPEN SPACE GRAPHICS
•FLOODPLAIN/WETLAND AREA: 9.92 ACRES (EXCL R/W, LAND DIV AREA)
•NET AREA: 86.17 ACRES ±
•UPLAND OPEN SPACE AREA: 12.0 ACRES ± * NET AREA INCLUDES CONSUMERS EASEMENT. ASSUMING IT WILL BE REDUCED, OPEN SPACE EXCLUDES CONSUMERS EASEMENT. IF EASEMENT IS REDUCED, OPEN SPACE PERCENTAGE MAY INCREASE.
•OPEN SPACE PERCENT OF NET AREA: 13.9% *

PROPOSED LAND USE
•THIS DEVELOPMENT WILL CONSIST OF 178 LOTS IN THE RL-14 ZONE.
•ONE LAND DIVISION IN THE RL-14 ZONE WILL HAVE FRONTAGE ON HANNA LAKE AVENUE.
•PHASE 1 CONTAINS 18.25 ACRES WITH 24 LOTS
•PHASE 2 CONTAINS 5.93 ACRES WITH 12 LOTS
•PHASE 3 CONTAINS 10.93 ACRES WITH 28 LOTS
•PHASE 4 CONTAINS 15.06 ACRES WITH 34 LOTS
•PHASE 5 CONTAINS 41.15 ACRES WITH 57 LOTS
•PHASE 6 CONTAINS 8.28 ACRES WITH 23 LOTS
NOTE: ACREAGES INCLUDE RIGHT OF WAYS OF HANNA LAKE AVE, DUTTON AVE, AND HAMMOND AVE.

PROPOSED IMPROVEMENTS
•PUBLIC WATER AND SANITARY SEWER WILL BE PROVIDED FOR EACH LOT. PUBLIC SEWER IS TO BE EXTENDED ALONG THE EAST BRANCH OF PLASTER CREEK.
•STORMWATER MANAGEMENT TO CONFORM TO KENT COUNTY DRAIN COMMISSION SPECIFICATIONS AND A DRAIN DISTRICT SHALL BE ESTABLISHED.
•BURIED POWER, GAS AND CABLE TO SERVICE EACH LOT WILL BE LOCATED WITHIN THE 10' PRIVATE UTILITIES EASEMENT.
•CONSTRUCTION WILL CONFORM TO ALL APPLICABLE STATE AND LOCAL CODES.
•STREET LIGHTS, SIDEWALKS AND STREET TREES ARE PROPOSED FOR THIS DEVELOPMENT PER ZONING ORDINANCE REQUIREMENTS.
•STREET LIGHTS, OF A DESIGN AND LOCATION APPROVED BY THE TOWNSHIP AND CONSUMERS ENERGY, WILL BE INSTALLED. A SPECIAL ASSESSMENT DISTRICT SHALL BE REQUESTED BY THE DEVELOPER TO THE TOWNSHIP BOARD.
•ALL OPEN SPACE TO BE MAINTAINED BY HOME OWNER'S ASSOCIATION.

BENCHMARK #1 ELEV. 775.74 (NAVD88)
TOP OF 81 SPIKE IN EAST SIDE UTILITY POLE
23'± WEST OF C/L HANNA LAKE AVE. &
85'± SOUTH OF SOUTH LINE HOUSE #7319

BENCHMARK #2 ELEV. 757.92 (NAVD88)
TOP OF NE FLANGE BOLT (UNDER "E") ON
HYDRANT, NORTH SIDE OF 68TH STREET, SE
OF BUILDING #3259



- LEGEND**
- = PROPOSED STORM SEWER
 - = PROPOSED SANITARY SEWER
 - = PROPOSED WATERMAIN

PRELIMINARY PLAT PHASE 4
THORNAPPLE FARMS
FOR: GREEN DEVELOPMENT VENTURES
ATTN: DAN LARABEL
2186 EAST CENTRE AVE
PORTAGE, MI 49002
PART OF THE NW 1/4, SECTION 11, T5N, R11W, GAINES TOWNSHIP, KENT COUNTY, MICHIGAN

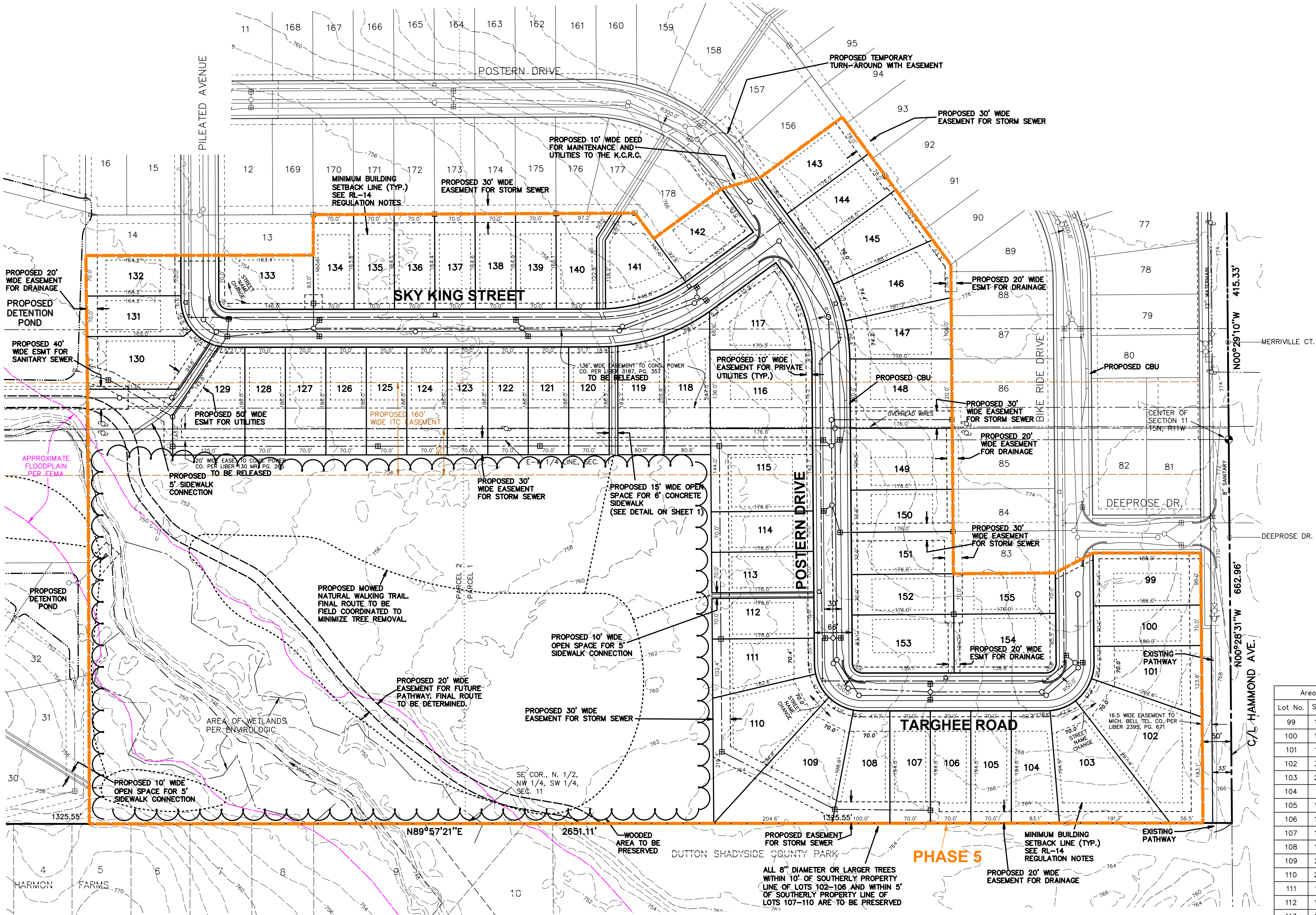
planners • engineers • surveyors
5252 Clyde Park, S.W. • Grand Rapids, MI 49509
Phone: (616) 531-3660 www.exxelengineering.com

10/17/23	REV PER ITC/CONSUMERS	JDR
07/10/23	REV PER KCRG	JDR
05/25/23	REV PER KCRG	JDR
05/02/23	REV UTILITIES	JSD
02/28/23	REV STREET NAMES	JSV
02/23/23	REV PER TWP	JSV
DATE	REVISION	BY

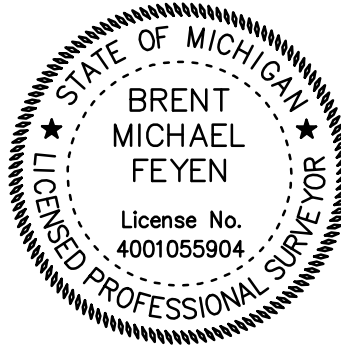
DRAWN BY: JDR
APPROVED BY: JSV
FILE NO.: 221731E
DATE: 01/23/2023

PROJ. ENG.: JSV
PROJ. SURV.: KJV
DATE: 01/23/2023

SHEET
5 of 7

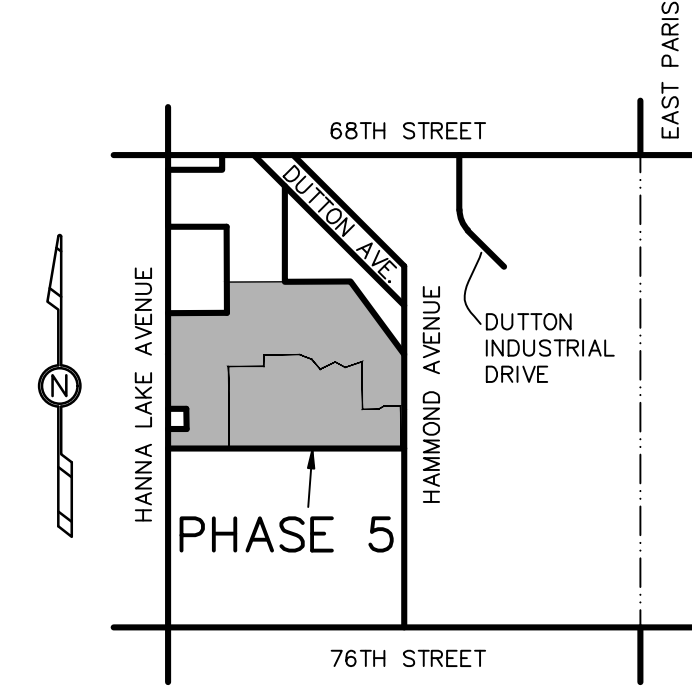


PHASE 5			
Lot No.	Sq.Feet	Lot No.	Sq.Feet
99	16870	118	17888
100	13020	119	15605
101	16914	120	13024
102	30477	121	13021
103	24569	122	13021
104	14571	123	13021
105	13580	124	13021
106	13580	125	13021
107	13580	126	13021
108	15858	127	13021
109	26717	128	13021
110	25667	129	18683
111	14518	130	17372
112	12320	131	12062
113	12320	132	11492
114	12320	133	15194
115	25243	134	11460
116	23932	135	11478
117	18292	136	11496
		155	12320



BENCHMARK #1 ELEV. 775.74 (NAVD88)
TOP OF 81 SPIKE IN EAST SIDE UTILITY POLE
23'± WEST OF C/L HANNA LAKE AVE. &
85'± SOUTH OF SOUTH LINE HOUSE #7319

BENCHMARK #2 ELEV. 757.92 (NAVD88)
TOP OF NE FLANGE BOLT (UNDER "E") ON
HYDRANT, NORTH SIDE OF 68TH STREET, SE
OF BUILDING #3259



- LEGEND**
- PROPOSED STORM SEWER
 - PROPOSED SANITARY SEWER
 - PROPOSED WATERMAIN

PRELIMINARY PLAT PHASE 5 THORNAPPLE FARMS

FOR: GREEN DEVELOPMENT VENTURES
ATTN: DAN LARABEL
2186 EAST CENTRE AVE
PORTAGE, MI 49002

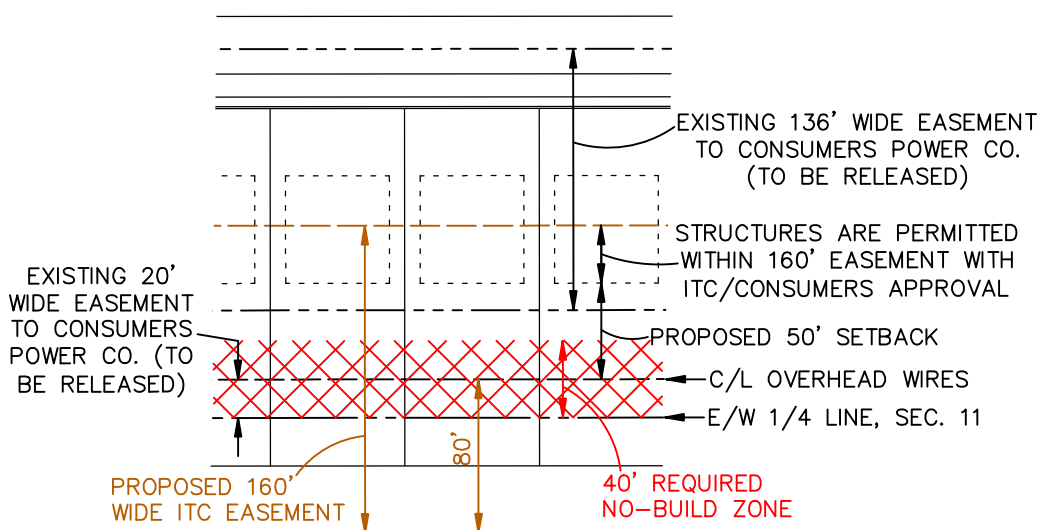
PART OF THE NW 1/4, SECTION 11, T5N, R11W, GAINES TOWNSHIP, KENT COUNTY, MICHIGAN

DATE	REV	BY	DESCRIPTION
10/17/23	1	JDR	REV PER ITC/CONSUMERS
07/10/23	2	JDR	REV PER KCRG
05/25/23	3	JDR	REV PER KCRG
05/02/23	4	JSD	REV UTILITIES
02/28/23	5	JSV	REV STREET NAMES
02/23/23	6	JSV	REV PER TWP

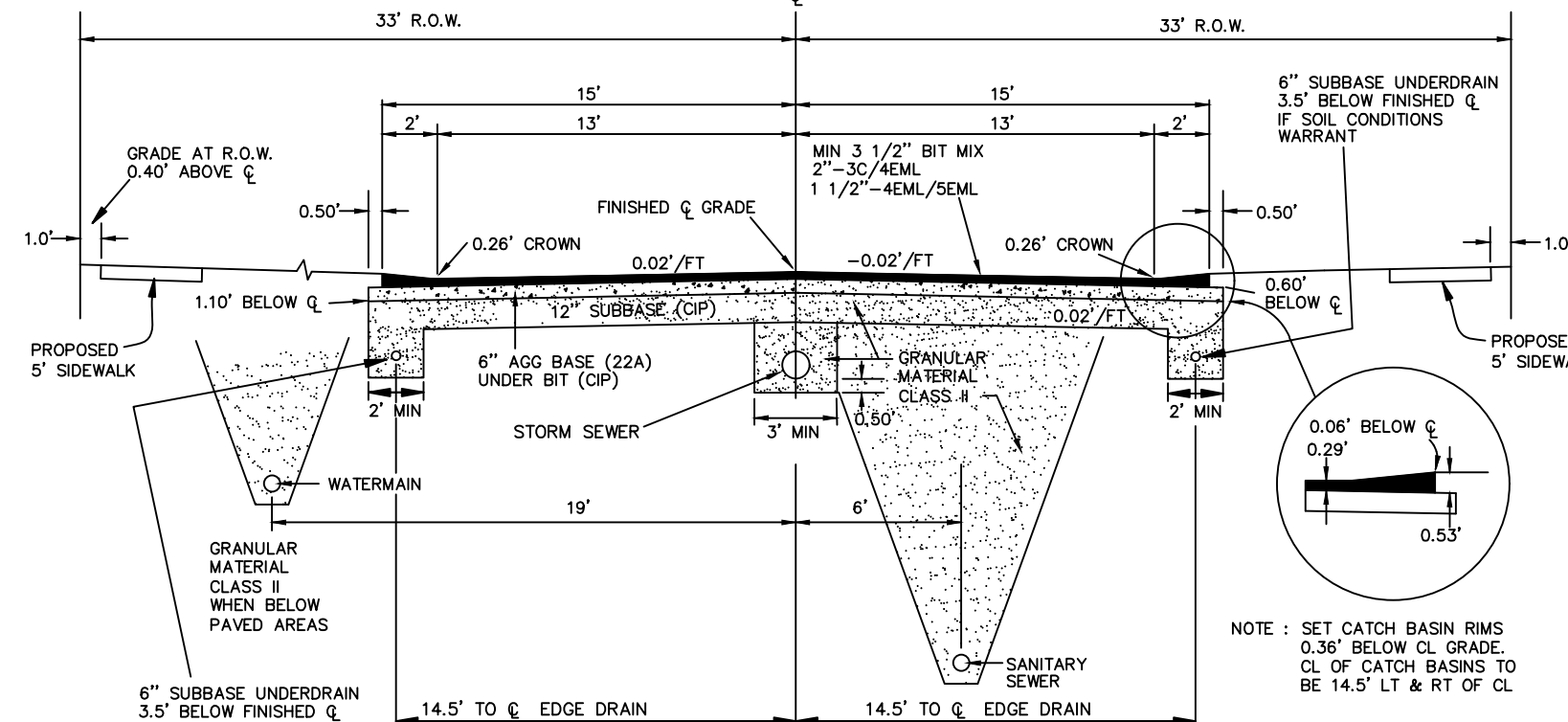


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PROJ. ENG.: JSV
APPROVED BY: JSV
FILE NO.: 221731E
DATE: 01/23/2023

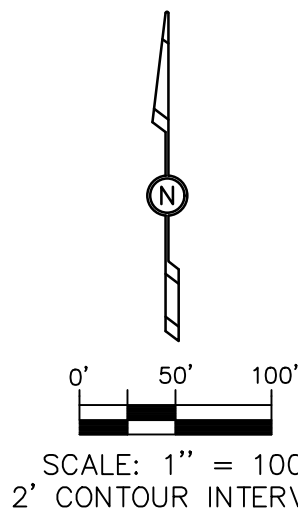
SHEET
6 of 7



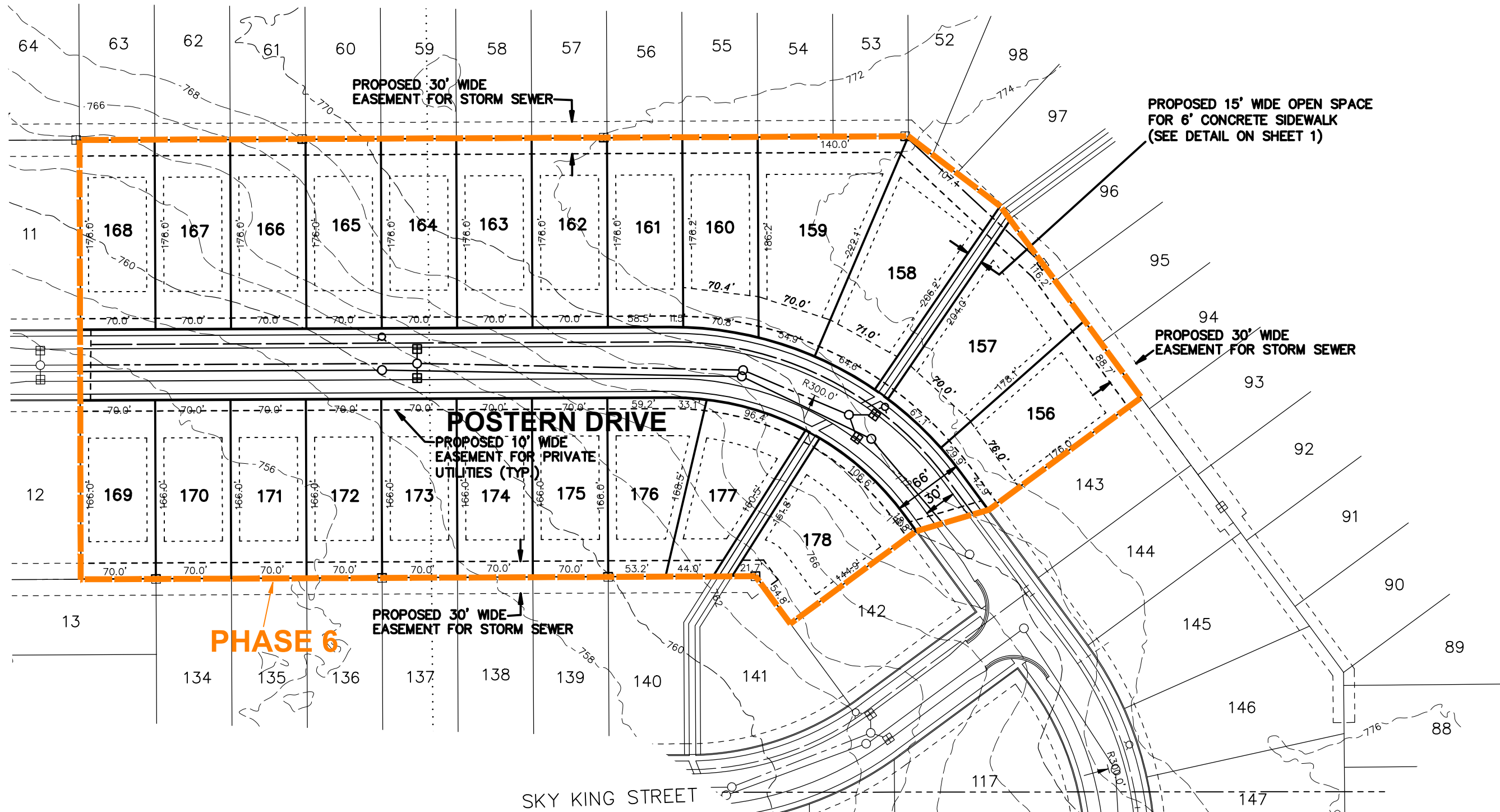
ITC EASEMENT DETAIL



TYPICAL PUBLIC STREET CROSS SECTION



P:\Projects\2022\217310\Drawings\221731-F.dwg, PH6, 11/2/2023 10:14:26 AM, jroot



PHASE 6

Lot No.	Sq. Feet
156	14228
157	16896
158	18018
159	19073
160	12595
161	12323
162	12322
163	12322
164	12322
165	12322
166	12322
167	12322
168	12322
169	11620
170	11620
171	11620
172	11620
173	11620
174	11620
175	11620
176	12100
177	11308
178	14239

SITE INFORMATION

OVERALL PROPERTY DESCRIPTIONS:

PARCEL 1 (7307 HAMMOND AVENUE PP#41-22-11-176-002) :
That part of the East one-half of the Northwest one quarter lying South of C H DEMING'S ADDITION and Southwesterly of centerline of Dutton Avenue, Section 11, Town 5 North, Range 11 West; North 1/2 Northeast 1/4 Southwest 1/4, Section 11, Town 5 North, Range 11 West.
PARCEL 2 (3316 68TH STREET SE PP#41-22-11-101-012):
That part of the West 1/2 of Section 11, Town 5 North, Range 11 West, described as follows: Commencing 610.5 feet East of the Northwest corner of said Section; thence South 165 feet; thence West 610.5 feet; thence South 643.41 feet; thence East 660 feet; thence South 973.59 feet; thence West 660 feet to a point 1,782 feet South from the Northwest corner of Section 11; thence South to point 450.0 feet North from the Southwest corner of the North 1/2 of the Northwest 1/4 of the Southwest 1/4 of Section 11; thence East perpendicular to the West Section line 200 feet; thence South parallel with the West Section line 230.0 feet; thence West perpendicular to the West Section line 200.0 feet; thence South 220.0 feet to the Southwest corner of the North 1/2, Northwest 1/4, Southwest 1/4 of Section 11; thence East to the Southeast corner of the North 1/2, Northwest 1/4, Southwest 1/4 of said Section; thence North along the West 1/8 line to the Southwesterly line of Dutton Avenue; thence Northwesterly along the Southwesterly line of said Dutton Avenue to the North Section line, thence West to the place of beginning.
TOTAL SIZE: 132.5 ACRES
DEVELOPMENT ONLY PROPOSED ON PARCEL 1 AND RL-14 PORTION OF PARCEL 2
PHASE 6 Description:
Part of the NW 1/4 of Section 11, T5N, R11W, GAINES TOWNSHIP, KENT COUNTY, MICHIGAN, described as: Commencing at the West 1/4 Corner of said Section 11; thence N89°56'39"E 671.84 feet along the South line of the said NW 1/4; thence N00°09'34"W 320.15 feet; thence N89°50'26"E 164.16 feet; thence S89°41'07"E 66.00 feet; thence N89°44'10"E 163.43 feet; thence N00°15'50"W 70.00 feet to the POINT OF BEGINNING; thence S89°44'10"W 70.00 feet; thence N00°15'50"W 166.00 feet; thence N00°23'50"E 66.00 feet; thence N00°15'50"W 176.03 feet; thence N89°44'10"E 770.00 feet; thence S52°40'50"E 107.13 feet; thence S36°22'34"E 220.78 feet; thence S53°37'26"W 176.00 feet; thence S73°40'02"W 70.26 feet; thence S53°37'26"W 144.94 feet; thence N36°22'34"W 54.79 feet; thence S89°44'10"W 556.70 feet to the Point of Beginning.

MAPPING

MAPPING IS BASED ON BOUNDARY SURVEY BY EXXEL ENGINEERING DATED 10/21/22.
CONTOURS ARE BASED ON AVAILABLE COUNTY GIS INFORMATION

ZONING

EXISTING ZONING: RL-14 SINGLE FAMILY RESIDENTIAL
RL-10 RESIDENTIAL (NORTH OF NORTH LINE OF CEMETERY)-NO DEVELOPMENT PROPOSED DUE TO MORATORIUM
O-S OFFICE SERVICE (NORTH OF DUTTON INDEPENDENT REFORMED CHURCH)-NO DEVELOPMENT PROPOSED

RL-14 REGULATIONS

PER GAINES TOWNSHIP ZONING ORDINANCE, SECTION 6.4.B (SEE OPEN SPACE CALCULATION)

MINIMUM LOT AREA: 11,200 SQFT
MINIMUM LOT WIDTH: 70'
MINIMUM BUILDING SETBACKS:
FRONT YARD: 35'
SIDE YARD: 8' (35' MIN. ON STREET SIDE OF CORNER LOTS)
REAR YARD: 35'

WETLANDS

WETLANDS SHOWN ON THE PLAN HAVE BEEN IDENTIFIED BY ENVIROLOGIC, DATED 10/12/22.

FLOODPLAIN

APPROXIMATE LIMITS OF ZONE "A" FLOOD PLAIN ALONG THE EAST BRANCH OF PLASTER CREEK ARE SHOWN PER AVAILABLE FEMA MAPS.

OPEN SPACE CALCULATION FOR THE RL-14 ZONE

TOTAL AREA IN THE RL-14 ZONE: 102.47 ACRES (TO CL OF ROADS)
TOTAL PLAT AREA IN THE RL-14 ZONE: 98.95 ACRES (TO PROPOSED 60' R/W)
TOTAL PLAT AREA IN THE RL-14 ZONE: 96.09 ACRES (EXCL PROP R/W, LAND DIV, UNDEVELOPED LAND NORTH OF PH 3)
FLOODPLAIN/WETLAND AREA: 9.92 ACRES (EXCL R/W, LAND DIV AREA)
NET AREA: 86.17 ACRES
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NET AREA INCLUDES CONSUMERS EASEMENT. ASSUMING IT WILL BE REDUCED, OPEN SPACE EXCLUDES CONSUMERS EASEMENT. IF EASEMENT IS REDUCED, OPEN SPACE PERCENTAGE MAY INCREASE.

PROPOSED LAND USE

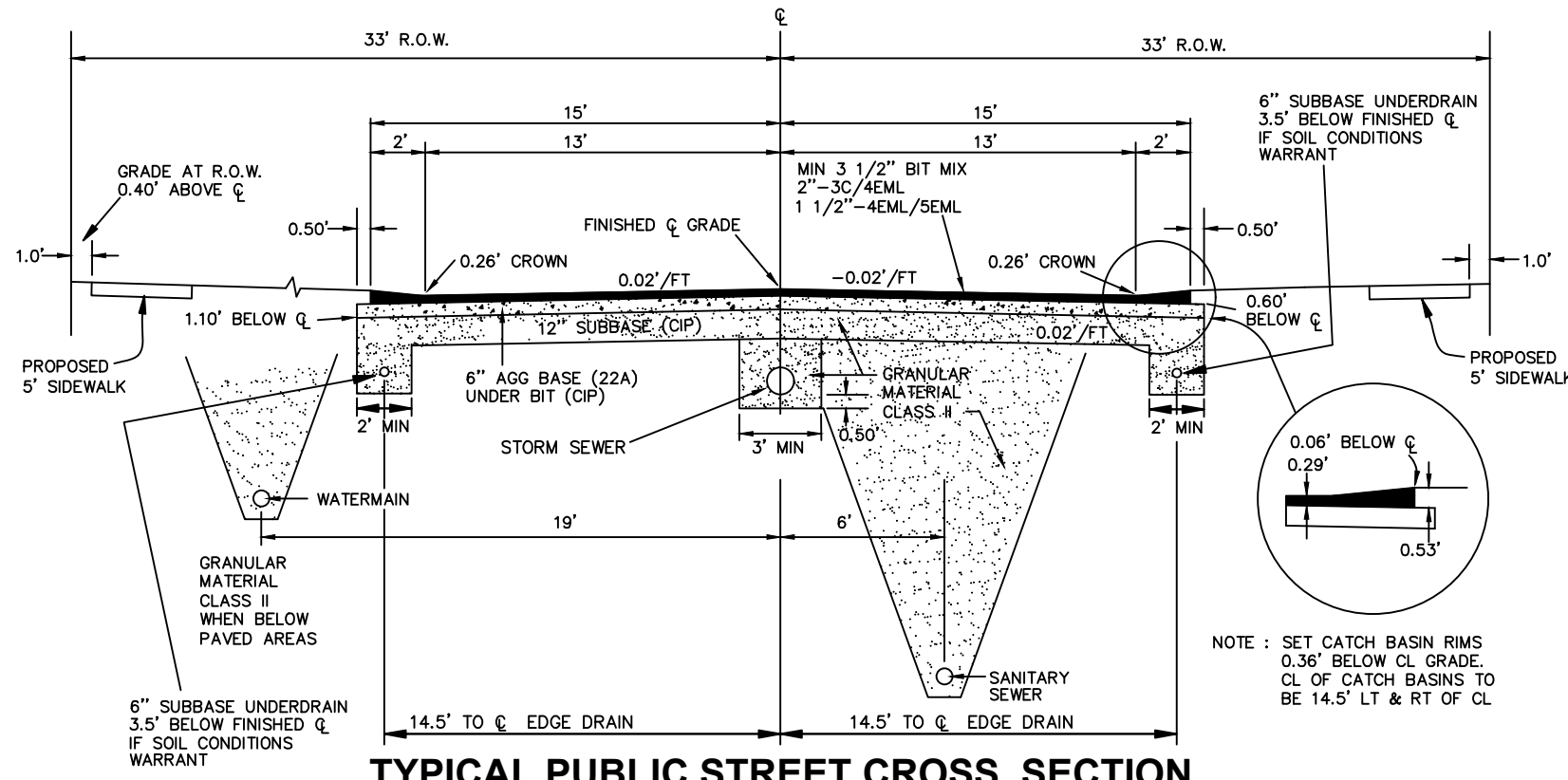
THIS DEVELOPMENT WILL CONSIST OF 178 LOTS IN THE RL-14 ZONE.
ONE LAND DIVISION IN THE RL-14 ZONE WILL HAVE FRONTAGE ON HANNA LAKE AVENUE.
PHASE 1 CONTAINS 18.25 ACRES WITH 24 LOTS
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CONSTRUCTION WILL CONFORM TO APPLICABLE STATE AND LOCAL CODES.
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STREET LIGHTS, OF A DESIGN AND LOCATION APPROVED BY THE TOWNSHIP AND CONSUMERS ENERGY, WILL BE INSTALLED. A SPECIAL ASSESSMENT DISTRICT SHALL BE REQUESTED BY THE DEVELOPER TO THE TOWNSHIP BOARD.
ALL OPEN SPACE TO BE MAINTAINED BY HOME OWNER'S ASSOCIATION.

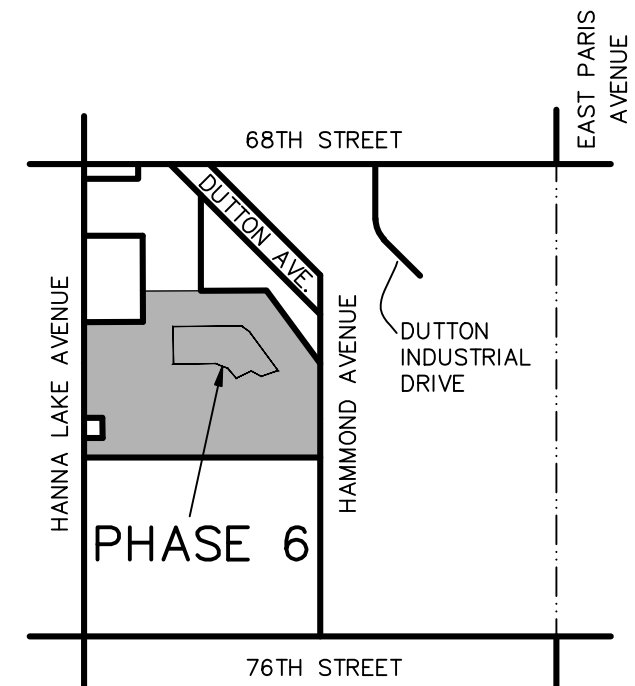
BENCHMARK #1 ELEV. 775.74 (NAVD88)
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85'± SOUTH OF SOUTH LINE HOUSE #7319

BENCHMARK #2 ELEV. 757.92 (NAVD88)
TOP OF NE FLANGE BOLT (UNDER "E") ON
HYDRANT, NORTH SIDE OF 68TH STREET, SE
OF BUILDING #3259



LEGEND

----- = PROPOSED STORM SEWER
----- = PROPOSED SANITARY SEWER
----- = PROPOSED WATERMAIN



PRELIMINARY PLAT PHASE 6 THORNAPPLE FARMS

FOR: GREEN DEVELOPMENT VENTURES
ATTN: DAN LARABEL
2186 EAST CENTRE AVE
PORTAGE, MI 49002

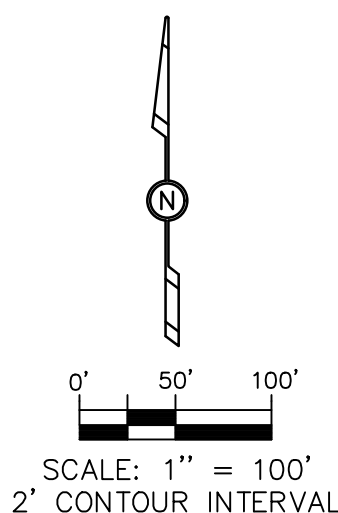
PART OF THE NW 1/4, SECTION 11, T5N, R11W, GAINES TOWNSHIP, KENT COUNTY, MICHIGAN

DATE	REVISION	BY
10/17/23	REV PER ITC/CONSUMERS	JDR
07/10/23	REV PER KCRC	JDR
05/25/23	REV PER KCRC	JDR
05/02/23	REV UTILITIES	JSD
02/28/23	REV STREET NAMES	JSV
02/23/23	REV PER TWP	JSV

exxel engineering, inc.
planners • engineers • surveyors
5252 Clyde Park, S.W., • Grand Rapids, MI 49509
Phone: (616) 531-3660 www.exxelengineering.com

DRAWN BY: JDR
APPROVED BY: JSV
FILE NO.: 221731E
DATE: 01/23/2023

SHEET
7 of 7





MEMO

Staff Communication – ACTION REQUIRED

DATE: December 6, 2023
TO: Gaines Charter Township Board of Trustees
FROM: Ken Van Hall, Fire Chief – Cutlerville Fire Department
RE: 48/96 Schedule MOU Extension

SUMMARY OF TOPIC:

On January 1st, 2023, full-time staff at Cutlerville Fire commenced a 48/96 schedule. The 48/96 shift schedule is a three-platoon system in which each employee will work two (2) consecutive 24-hour shifts for a total of 48 hours and have 96 consecutive hours off duty.

A Memorandum of Understanding (MOU) between Gaines Charter Township & the Cutlerville Professional Firefighters Union Local 4385 was signed on November 15th, 2022, which authorized the 48/96 schedule for a trial period of one (1) year with the trial period ending on December 31, 2023.

The MOU contains language that if the trial is deemed a success and both parties desire to make the 48/96 schedule permanent, the MOU can be extended until the new union contract is negotiated in the spring/summer of 2024. At that point relevant sections of the Union Contract will be updated to accommodate the 48/96 schedule formally. Upon approval of the new contract, the MOU will no longer be in effect.

STAFF RECOMMENDATION:

Based on the success of the 48/96 trial period, staff recommend the extension of the 48/96 schedule MOU until the new union contract is negotiated and relevant sections of the Union Contract are updated to accommodate the 48/96 schedule formally.



Cutlerville Firefighters Local 4385

11 68th Street SW. Grand Rapids, MI. 49548

Kurt Wierenga
Cutlerville Firefighters Local 4385
11 68th Street SW
Grand Rapids, MI 49548
Ph. 616-455-7670
November 17th, 2023

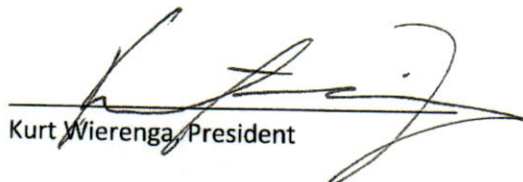
Rod Weersing
Gaines Township Manager
8555 Kalamazoo Ave. SE
Caledonia, MI 49316

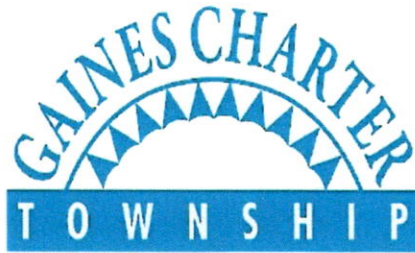
Dear Rod,

On Monday, October 31st at 0730 hours, the Cutlerville Firefighters Local 4385 held a meeting where feedback and official approval of the 48/96 schedule were discussed and ultimately voted on. Positive feedback was noted and a unanimous vote by all voting members for maintaining the 48/96 schedule was recorded.

Please contact us if any questions arise,

Sincerely,


Kurt Wierenga, President



Memorandum of Understanding (MOU)

DATE: November 15, 2022
BETWEEN: Gaines Charter Township Management & the Cutlerville Professional Firefighters Union (Local 4385)
RE: 48/96 Pilot Schedule – Fiscal Year 2023

OVERVIEW:

In the Summer of 2022, the Cutlerville Fire Union approached the Fire Chief and Township Management to request a one (1) year trial run of a 48/96 Schedule commencing on January 1, 2023. This trial run was deemed appropriate given the current scheduling challenges faced in Cutlerville with a diminishing part-time firefighter pool and the taxing nature of picking up multiple shifts on full-time staff.

After research and discussion at two Cutlerville Fire Committee meetings and the Joint Byron/Gaines Budget committee meeting, a one (1) year trial run was authorized.

This MOU outlines how the trial period will work and the circumstances in which either party could end the trial period.

Per the request of the Township Boards, the Fire Chief and Gaines Township Manager will review and report on the status of the pilot quarterly. The Chief and Manager will also seek Union feedback for these reviews.

AUTHORITY:

The Cutlerville Fire Board recommended to the Gaines and Byron Township Boards approval of the 48/96 schedule at its September 26, 2022 meeting. The change was built into Cutlerville's Fiscal Year 2023 budget (as evidenced by the FLSA OT GL 205-336.001.702.014) and subsequently authored by both boards at the joint budget meeting on October 10, 2022 at Byron Township Hall with the adoption of the budget.

PURPOSE:

To provide more consistent and predictable scheduling at the Cutlerville Fire Department for full-time Fire Fighters and management, to provide a better work/life balance to Fire Fighters (providing a regular four-day off schedule), and to allow management to better budget for overtime.

DEFINITIONS:

Day/Shift – One (1) 24-hour period commencing at 0700 hours and ending at 0700 the following day

48-Hour Duty Shift – Two back-to-back shifts.

Vacation/personal/sick time – granted in hourly increments. There is no minimum number of hours that must be taken. I.e., if a team member must go to a doctor's appoint during a shift that is 4 hours, only 4 hours of sick time is used.

IMPACT ON UNION CONTRACT:

If any sections of the current Union agreement (effective through June 30, 2024) conflict with this MOU, the MOU shall supersede the Union Contract.

Any disagreement between the parties concerning if a section of the Union agreement is impacted, or not, shall be resolved by the Gaines Township Manager, who shall issue a written opinion related to the disagreement.

PAY PERIODS:

Employees will be paid bi-weekly for actual hours worked. Employees shall be paid one and a half times their regular pay rate for all hours worked in excess of their assigned work shift and/or hours worked over 106 hours in a bi-weekly pay period. Vacation, sick, bereavement time, and comp time used shall not count as hours worked. There shall be no pyramiding of overtime.

FLSA WORK CYCLE:

The FLSA work cycle shall be changed from a 28-day cycle to a 14-day cycle for the duration of the MOU. Should the 48/96 schedule be terminated, the 14-day cycle will return to a 28-day cycle.

SCHEDULE:

The 48/96 shift schedule is a three-platoon system in which each employee will work two consecutive 24-hour shifts for a total of 48 hours and have 96 consecutive hours off duty. A typical work schedule is as follows: X= workday, O = day off. XXOOOOXXOOOO (repeats).

Attachment A is a sample schedule noting the estimated hours for each platoon per week and annual totals. In addition, straight time and built-in overtime are indicated for each pay period.

MAXIMUM HOURS:

The Maximum allowed hours worked shall be 60 hours without a 12-hour break between shifts.

TERMINATION OF MOU:

During the trial period, either party can terminate the MOU/trial with the intent to return to the 24 on, 24 off, 24 on, 24 off, 24 on, 96 off schedule with a minimum of 30 days'

notice to the other party. If this termination window is initiated by management, there will be a 60-day grace period to return to the previous schedule.

In the event of a termination of the MOU/trial period. The union will assist in the re-selection of vacations to return to the 24 on, 24 off, 24 on, 24 off, 24 on, 96 off schedule.

REPORTING REQUIREMENTS:

The Gaines Township Manager and Cutlerville Fire Chief will report quarterly on the status of the 48/96 trial period. These reports will come no sooner than the month following the end of each quarter (April, July, & October).

TIME PERIOD:

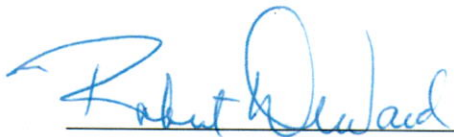
The 48/96 trial schedule will begin on or around January 1, 2023 and run through December 31, 2023.

EXTENSION OF MOU:

If the trial is deemed a success and both parties desire to make the 48/96 schedule permanent beyond December 31, 2023, the MOU can be extended on the following conditions:

- The union must hold a secret ballot vote with a unanimous resolution in favor of keeping the 48/96 schedule
- Management must agree that the changes achieved its needed goals/objectives

If the MOU is extended, it will be in effect until the new union contract is negotiated in the spring/summer of 2024. At that point, relevant sections of the Union Contract will be updated to accommodate the 48/96 schedule formally. Upon the approval of the revised union contract, the MOU will no longer be in effect.



Rob DeWard
Supervisor
Gaines Charter Township

11-15-22
Date



Kurt Wieringa
President
Cutlerville Professional Firefighters Union, Local 4385

11-15-22
Date



MEMO

Staff Communication-Action Required

DATE: December 6, 2023
TO: Gaines Charter Township
FROM: Jim Zenas, Township Assessor
RE: Poverty Exemption Guidelines

SUMMARY OF TOPIC:

The Poverty Exemption Guidelines need to be adjusted annually by the Township Board. The Guidelines have been updated to reflect 110% of the 2023 Federal Poverty Guidelines.

BUDGET ACTION REQUIRED: NONE

STAFF RECOMMENDATION:

Staff is recommending approval of the submitted 2024 Poverty Exemption Guidelines.

GAINES CHARTER TOWNSHIP RESOLUTION No. 2023-__

Resolution Adopting Guidelines for Poverty Exemptions to be implemented by the Board of Review

At a regular meeting of the Board of Trustees of Gaines Charter Township, held in the Township Hall in said Township, 8555 Kalamazoo Avenue, SE, Caledonia, MI 49316, on December 11, 2023, there were:

PRESENT:

ABSENT:

Whereas, the adoption of guidelines for poverty exemptions is required of the Township Board; and

Whereas, the principal residence of persons, who the Assessor and Board of Review determines by reason of poverty to be unable to contribute to the public charge, is eligible for exemption in whole or in part from taxation under Public Act 390 of 1994 (MCL 211.1) as amended by PA 620 of 2002; and

Whereas, pursuant to PA390 of 1994 (MCL 211.1) as amended by PA 620 of 2002, The Charter Township of Gaines, Kent County adopts the following guidelines for the Board of Review to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year.

To be eligible, a person shall do all of the following on an annual basis:

- 1) Be an owner of and occupy as a principal residence the property for which an exemption is requested.
- 2) File a claim with the Assessor or Board of Review, accompanied by federal and state income tax returns for all person residing in the principal residence, including any property tax credit returns filed in the immediately preceding year or in the current year. Pursuant to PA135 of 2012 an affidavit (Treasury Form 4988) shall be filed for all persons residing in the residence who were not required to file federal or state income tax returns in the current year or in the immediately preceding year (this does not include the owner of the property who is filing for the exemption).
- 3) File a claim reporting that the combined assets of all persons do not exceed the current guidelines. Assets include but are not limited to, real estate other than principal residence, personal property, motor vehicles, recreational vehicles and equipment, certificates of deposit, savings accounts, checking accounts, stocks, bond, life insurance, retirement funds, etc.
- 4) Produce a valid driver's license or other form of identification if requested.
- 5) Produce, if requested, a deed, land contract, or other evidence of ownership of the property for which an exemption is requested.
- 6) Meet the federal poverty income guidelines as defined and determined annually by the United States Department Health and Human Services or alternative guidelines adopted by the governing body providing the alternative guidelines do not provide eligibility requirements less than the federal guidelines.

- 7) The application for an exemption shall be filed after January 1, but one day prior to the last day of the Board of Review. The filing of this claim constitutes an appearance before the Board of Review for the purpose of preserving the right of appeal to the Michigan Tax Tribunal.
- 8) The Charter Township of Gaines, Kent County adopts the following income eligibility guidelines. The annual allowable income includes income from all persons residing in the principal residence.

Size of Family Unit	Federal Guidelines	Gaines Twp Guidelines
1	\$14,580	\$16,038
2	\$19,720	\$21,692
3	\$24,860	\$28,346
4	\$30,000	\$33,000
5	\$35,140	\$38,654
6	\$40,280	\$44,308
7	\$45,420	\$49,420
8	\$50,560	\$50,560
For each additional person	\$5,140	\$5,654
		10% Over Federal Guidelines

Income eligibility guidelines are calculated using the current federal poverty guidelines, plus 10%.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Assessor and Board of Review shall follow the above stated policy and federal guidelines in granting or denying an exemption, unless the Supervisor/Assessor and Board of Review determines there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines and these reasons are communicated in writing to the claimant.

The following resolution was offered by Haagsma and seconded by Lemke.

Upon roll call vote, the following voted:

"Aye":

"Nay":

Absent:

Abstain:

I hereby certify that the foregoing Resolution was adopted by The Charter Township of Gaines, Kent County, at a regular meeting held on the 11th day of December 2023.

Michael A. Brew
Clerk, Gaines Charter Township



MEMO

Staff Communication – ACTION REQUIRED

DATE: December 6, 2023
TO: Gaines Charter Township Board of Trustees
FROM: Ken Van Hall, Cutlerville/Dutton Fire Chief
RE: Sale of Dutton 2002 Spartan/Spencer Pumper

SUMMARY OF TOPIC:

During the Cutlerville Fire Department apparatus appraisal, the retired Dutton engine was appraised by the company that completed the Cutlerville Fire Department apparatus appraisal. The appraisal suggested a starting list price of \$39,000.

The appraisal information was presented to the Dutton Fire Committee with a recommendation authorizing the Township Manager to negotiate a minimum net purchase price of \$30,000.

Shortly after the Dutton Fire Committee meeting, I was approached by an additional apparatus broker, T-Line EV LLC, who offered to list the apparatus for sale. A representative from Metro Moore County located in Lynchburg, Tennessee traveled to Michigan to view the truck and an offer of \$45,000 was presented to the Township Manager for approval by the Gaines Township Board.

FINANCIAL IMPACT:

None

BUDGET ACTION REQUIRED:

None

STAFF RECOMMENDATION:

Staff recommends the Gaines Township Board approve the sale of the Dutton 2002 Spartan/Spencer Pumper to T-Line EV LLC for a purchase price of \$45,000.



MEMO

Staff Communication-Action Required

DATE: December 6, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: Professional Code Inspections Contract for 2024

SUMMARY OF TOPIC:

The Township has been using Professional Code Inspections (PCI) to perform plumbing and mechanical inspections for several years. Through this time PCI has been a great representative of the Township and a good working relationship has been built. The arrangement started in 2017 when PCI was brought in as an alternative to the Township hiring its own inspectors. They have also served the Township as a back-up for building and electrical inspections. All these inspections were conducted at a rate of \$40 per inspection.

PCI has requested that an updated contract be put in place. The new contract will pay PCI 75% of the permit fee for the plumbing and mechanical inspections. It will also pay them \$60 to fill in as back-up for the building and electrical inspections. Staff reached out to several inspection providers in the area. One other company provided a quote and was interviewed. It was determined that the company wouldn't be able to provide the Township the type of service that it requires.

BUDGET ACTION REQUIRED: NONE (This cost increase was built in to the 2024 budget)

STAFF RECOMMENDATION:

The Township has been receiving a great deal from PCI for many years. This arrangement was not sustainable for them as a company. The new contract request is a fair request for just compensation.

Staff recommends that the Board approve this new contract and that the Township continues to utilize PCI for these inspections.

Construction Code Inspection, Enforcement and Administration Contract

*This contract beginning the 1st day of January, 2024, by and between the **Charter Township of Gaines**, Kent County, Michigan (herein after Township): and **Professional Code Inspections of Michigan, Inc.** of Dorr, Michigan (hereinafter Company), to perform code enforcement of mechanical and plumbing codes, inspections and provide supplemental Building and Electrical Inspections and Plan Review services.*

Whereas, the Township has appointed the following public officials to perform certain construction code enforcement functions within the Township specified after their names, pursuant to the within contract:

Plumbing and Mechanical Plan Reviewers:

Mike Burns, Chris Groenhof, Mark Hollebeek, Kirk Scharphorn, Vic Spaanstra, Jim Vandenberg, Dan Van Dyke.

Plumbing & Mechanical Inspectors:

Mike Burns, Chris Groenhof, Mark Hollebeek, Kirk Scharphorn, Vic Spaanstra, Jim Vandenberg, Dan VanDyke

Supplemental Building Inspectors and Plan Reviewers:

Bret Rietkerk, Jared Vogt, Mike Ford, Ed Gordon, Kirk Scharphorn

Supplemental Electrical Inspectors and Plan Reviewers:

Luke Bosscher, Eric Reitsma, Scott Plaggemeyer, Mark Thompson

Whereas the foregoing individuals have accepted these appointments and have qualifications to perform such functions through training, experience, and State of Michigan PA 54 registration; and

Whereas, said appointed officials are employed by the Company and wish to continue such employment, notwithstanding the aforesaid appointment as a public official. Now, therefore, in consideration of the premises and the covenants and conditions hereafter contained, it is hereby agreed by and between the parties hereto as follows:

1. The Township hereby retains the Company to provide technical and consultation services to assist the Township and the previously mentioned public officials in the performance of said officials' duties and responsibilities in inspecting plans and construction using applicable codes and fees as adopted by the Township. All records including permit applications, permits, inspections sheets, construction plans, certificates of occupancy, surveys, and any other such legal documents shall be the property of the Township.

2. The Company shall provide to the Township inspection results within 24 hours of completion of the inspection.
3. Said appointed officials shall be directly responsible to the Township in the performance of their duties and responsibilities hereunder and may be removed at will by the Township for failure to perform such duties and responsibilities to the satisfaction of the Township or for any other reason which the Township shall deem sufficient.
4. In the event of such removal, this contract with the Company shall be suspended as to such removed officials' functions until the Township Manager has duly appointed a qualified substitute official.
5. The actions and decisions of such appointed officials shall be governed and controlled by this contract and by the respective construction codes adopted by the Township applicable to their functions and they shall not exercise any discretion with respect thereto unless specified in said codes.
6. Said officials shall not be considered employed by the Township and accordingly the Township shall have no responsibility for any expenses of such officials for workers compensation insurance, unemployment insurance, health and/or accident insurance, public liability insurance, or for any withholding for social security, federal or state income taxes or otherwise. The Company shall furnish to the Township satisfactory evidence of all the foregoing coverage of said officials as employees. The company agrees to add the Township of Gaines as an additional insured on their General Liability and Professional Liability insurance policies if requested. Certificate of Insurance's shall be given to the Township Clerk along with any cancellations or material modifications.
7. Since the within contract does not create an employer/employee relationship between the Township and the officials, it is understood that the Township is interested only in qualified review and inspections of construction under the pertinent construction code provisions of the Township, the administration and enforcement of said codes, reports and inspections with the time limits herein specified, and accordingly each official shall otherwise be in control of the time and method of such activities, subject to the provisions of paragraphs 6,7 and 8 herein.
8. All inspections and decisions pertinent to such inspections shall be completed by the official within two business days of said official being notified by Gaines Charter Township and decision on compliance or non-compliance with the Townships pertinent construction codes unless excused from such time constraints for reasons beyond the control of the official.

9. All such appointed officials shall perform their duties and obligations hereunder in a good and workmanlike manner to the satisfaction of the Township, and shall maintain the officials qualifications and registration with the State of Michigan necessary to perform the obligations hereunder; shall not engage in any construction work within the Township involving the officials particular inspection function, thereby disqualifying said official from continuing as such official; and shall remain knowledgeable for the particular code and all amendments thereto which said official is hereby authorized to administer and enforce.
10. Any uncorrected violations of the Township or State Codes in effect within the Township shall be enforced by the official as the Township's enforcing officer through notices to the permit holder, orders to appear and show cause why the construction should not be stopped by stop work orders, by applications to circuit court for injunctive or other relief by compliant and warrant against the violator, and by other remedies allowed by law, construction code or ordinance. All proceedings shall be brought in the name of the Township and the Township shall be responsible for the out-of-pocket costs of such proceedings. No court proceedings shall be commenced without the approval of the Township Board.
11. As consideration for the performance of the within contract by the Company and the appointed official or officials, the Township shall pay to the Company the following sums:
 - A. ***Full time Plumbing & Mechanical Plan Review and Inspection Services:***
Seventy- Five (75 %) of all revenues collected for permit fees and special inspections as payments for services rendered.
 - B. ***Supplemental (upon request) Building and Electrical Inspection Services:***
Sixty dollars (\$60.00) per hour with a minimum of one (1) hour per inspection.
 - C. ***Supplemental (upon request) Plan Review Services:***
.00025 % of project valuation per code reviewed.
 - D. The Township shall make the foregoing payments of the monthly revenues collected to the Company within 30 days of the receipt of a month's activities report from said Company based upon such docket entries. Complete docket entries shall accompany the monthly activities report and shall be filed with the Township Clerk.
12. A duly appointed official shall have authority to seek assistance from the State Construction Code Commission or its duly qualified personnel in reviewing any construction plans or making any required inspections or decisions in the

performance of said officials' duties appealed to the Townships Construction Board of Appeals created under state statute.

13. Any suit or criminal complaint instituted against an officer or employee of the Company because of an act performed by that officer or employee in the lawful discharge of duties and under the provisions of this code shall be defended by legal representatives of the jurisdiction until the final termination of the proceedings. The building official or any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of this code.
14. The Township agrees regular office hours at the Township Hall are not required for the Company, the Township does have the right to request such hours should a need arise at a future date.
15. Inspection request shall be requested directly from the Township. Request for inspections made to The Company may be forwarded to the Township.
16. Inspection results upon request from the Township may be forwarded as frequently as requested should results be needed for keeping information current on Township software programs.
17. This contract shall be automatically extended for one (1) year periods without the need for additional action of the Township or the Company. Either party wishing to terminate services shall provide sixty (60) days written notice to the other party.

In witness whereof the parties hereto have executed this contract by authority of their respective governing boards or other designated controlling authority the day and date first above written.

Signed in the presence of

Charter Township of Gaines

Township Supervisor

Township Clerk

Professional Code Inspections of MI, Inc.

=====

Co-President

Co-President

vriesman & korhorn
CIVIL ENGINEERS

MEMO

Date: December 5, 2023

Project Number: 329/330

To: Byron Township Water & Sewer Committee
Gaines Charter Township Water & Sewer Committee
Tracy Lawrence, Gaines Water & Sewer Administrator
Marc Faber, Byron Water & Sewer Administrator

From: Jeff Gritter, P.E.

Regarding: Utility Rate Study

Message:

Dear Committees:

The Utility Rate Study for the Byron-Gaines public water and public sanitary sewer systems has been completed. Based on the results of the rate study the Utility Rates proposed for 2024 are recommended to be increased. The proposed changes to the utility rates is an increase of \$21.16 per quarter for the average residential utility customer.

The proposed changes to the utility rates are as follows:

Water:

Unmetered Fire Protection Fees, Hydrant Use Fees, and Public Fire Hydrant Rental Rates are proposed to remain unchanged.

The Water Use Fee is recommended to be increased from \$2.75 per 1,000 gallons to \$3.05 per 1,000 gallons for 2024. The wholesale cost of water charged by the City of Wyoming has increased and is projected to continue to rise as the effects of inflation are factored into the significant projects that are getting underway. This rate does continue to include full cost recovery of Water System Depreciation at 100% and funding System Storage at \$0.25 per 1,000 gallons. Both of these components of the water use rate are continuing to be collected at these levels to fund the improvements identified in the water system CIP such as additional water system storage and a second connection to the Wyoming water transmission system. In addition, the proposed rate will continue to support the Township making various system improvements necessary to provide for looping of watermains and oversizing of watermains.

The Water Readiness to Serve Fee is proposed to be increased from \$16.78 per quarter to \$20.28 per quarter. Expenses for administering, maintaining, and operating the water system have increased as costs of materials and other expenses have increased.

The current schedule of rates for Water Service Fees, Availability Fees and Trunkage Fees are proposed to be adjusted by 3.0% as the cost of materials and labor increase.

The existing schedule of water meter fees is proposed to increase as the supplier of water meters has increased the costs charged to the Byron-Gaines Utility System.

Inspection fees for residential water connections are proposed to increase to \$100.00 per inspection and commercial/industrial water connections are proposed to increase to \$200.00 per connection to better cover Township costs and inspections.

Sewer:

The Sewer Use Fee is recommended to be increased from \$3.25 to \$3.95 per 1,000 gallons of use. This proposed increase reflects increases for treatment of the wastewater from Wyoming.

The Sewer Readiness to Serve Fee is recommended to be increased from \$13.20 per quarter to \$18.78 per quarter. This reflects increasing expenses for administering, maintaining, and operating the sewer system.

The current schedule of rates for Sewer Lateral Fees, Availability Fees, and Trunkage Fees are proposed to be adjusted by 3.0% as the costs of materials and labor increase.

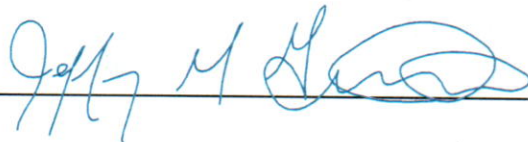
Inspection fees for residential sewer connections are proposed to increase to \$100.00 per inspection and commercial/industrial sewer connections are proposed to increase to \$200.00 per connection to better cover Township costs and inspections.

Summary:

The "average" residential customer would see their quarterly bill increased from \$106.05 to \$127.21 if the proposed utility rates are approved as recommended. The proposed rates will continue to collect revenues to pay for the costs and expenses of maintaining and operating the utility system as well as the anticipated capital improvements that will be needed to continue operating at the utility systems in a safe and reliable way.

It is recommended that the Water & Sewer Committee review and discuss the proposed rate resolution and make a recommendation to the Township Board regarding the proposed utility rates for 2024.

Signed: _____



Water & Sewer Committees
December 5, 2023
Page 3

Enclosures:

Proposed Rate Resolution

Annual Rate Study Worksheet

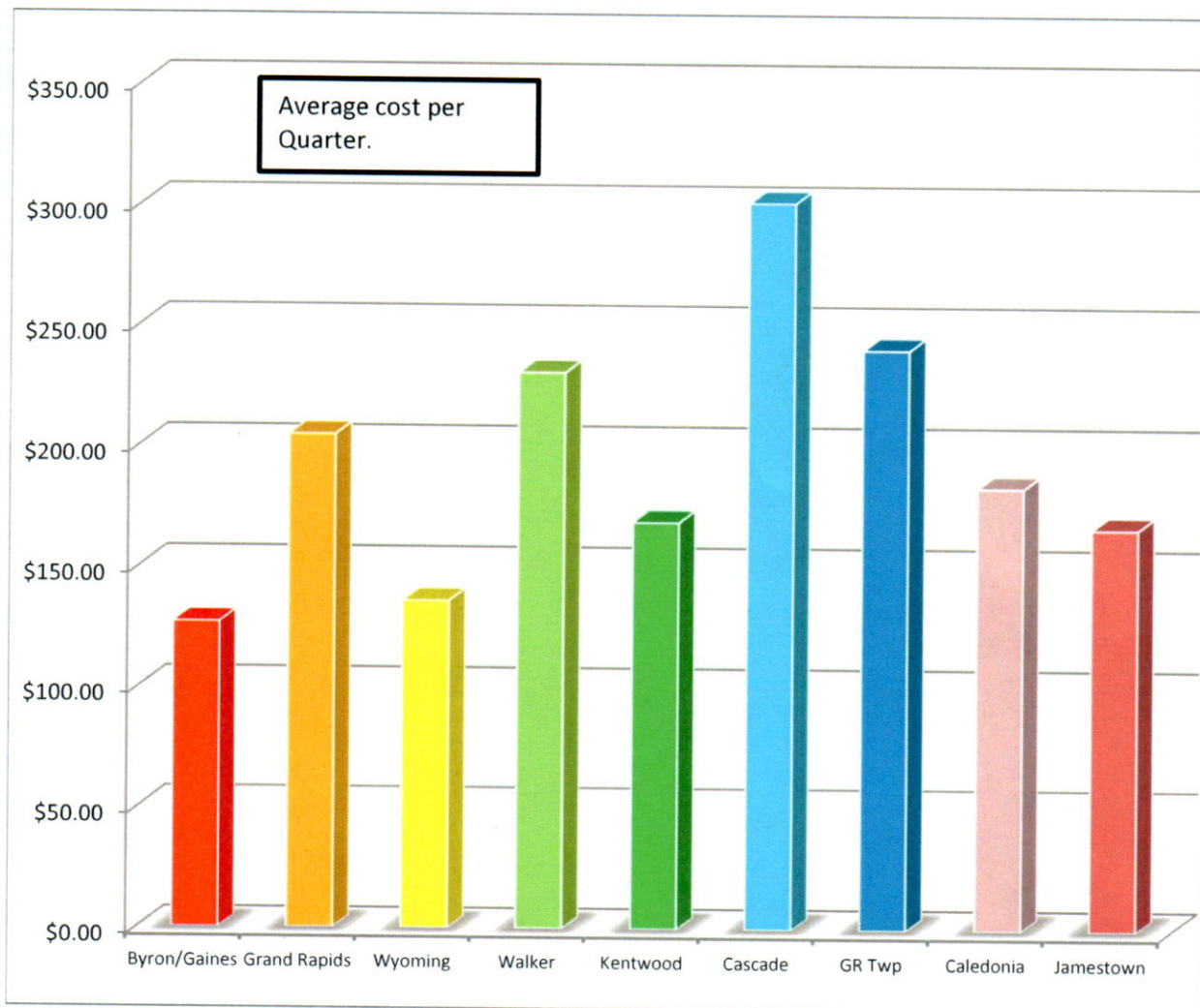
Comparison of Neighboring Communities Water and Sewer Rates

Watermain and Sanitary Sewer Oversizing Rates

Comparison of Neighboring Communities Water and Sewer Rates

Based on a Byron/Gaines ave customer use of 14,700 gallons. All usage rates are per 1,000 gallons. RTS per Qtr.

Community	W - rate	W - RTS	S - rate	S - RTS	Total/Qtr
Byron/Gaines	\$3.05	\$20.28	\$3.95	\$18.78	\$127.21
Grand Rapids	\$3.29	\$39.90	\$5.86	\$52.14	\$204.66
Wyoming	\$2.47	\$26.71	\$4.85	\$19.98	\$136.19
Walker	\$2.65	\$45.54	\$4.08	\$101.52	\$230.76
Kentwood	\$2.46	\$53.25	\$4.60	\$28.98	\$168.84
Cascade	\$3.54	\$76.29	\$4.56	\$123.21	\$301.54
GR Twp	\$2.98	\$57.21	\$3.74	\$98.73	\$240.76
Caledonia	\$2.88	\$33.78	\$8.85	\$81.00	\$183.67
Jamestown	\$2.49	\$22.00	\$4.93	\$36.00	\$167.07



**All rates associated with the GR system calculated from the preliminary rate study for 2023

***Wyoming rates calculated based on information published on the city website effective 7/01/2023

****Caledonia RTS includes 12,000 gallons of use.

*Actual Utility Rates should be confirmed with each individual Community.

CHARTER TOWNSHIP OF GAINES

COUNTY OF KENT, MICHIGAN

**RESOLUTION TO ESTABLISH WATER SUPPLY AND
SEWER RATES AND CHARGES**

RESOLUTION NO. _____ WATER AND SEWER RATES

Minutes of a regular meeting of the Township Board of the Township of Gaines, Kent County, Michigan, held at the Township Hall in said Township on the _____ day of _____, 2023, at 7:00 p.m. Local Time.

PRESENT: Members: _____

ABSENT: Members: _____

The following resolution was offered by Member _____ and supported by Member _____:

WHEREAS, the Water and Sewer Ordinance provides that the amounts of the various Water Supply Rates and Charges and Sewer Rates and Charges, shall be established by a Schedule of Rates and Charges, adopted by resolution of the Township Board from time to time; and

WHEREAS, the Township deems it advisable to adopt by resolution the Schedule of Rates and Charges.

NOW, THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:

1. The Schedule of Rates and Charges, attached hereto as Exhibit A, is hereby adopted. This schedule shall remain in effect until amended or replaced.

2. Terms used in this Resolution shall have the meanings defined in the Water and Sewer Ordinance.

3. All resolutions or parts of resolutions in conflict herewith shall be and the same are hereby rescinded.

AYES: Members: _____

NAYS: Members: _____

ABSTAIN: Members: _____

RESOLUTION DECLARED ADOPTED.

Michael Brew, Clerk
Charter Township of Gaines

STATE OF MICHIGAN)
) ss.
COUNTY OF KENT)

I, Michael Brew, the duly qualified and acting Clerk of the Charter Township of Gaines, Kent County, Michigan (the "Township") do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Township Board of the Township at a regular meeting thereof held on _____, 2023, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267 of the Public Acts of Michigan of 1976, as amended, including in the case of a special or rescheduled meeting, notice by publication or posting at least eighteen (18) hours prior to the time set for the meeting.

IN WITNESS WHEREOF, I have affixed my official signature this _____ day of _____, 2023.

Michael Brew, Clerk
Charter Township of Gaines

EXHIBIT A
CHARTER TOWNSHIP OF GAINES
COUNTY OF KENT, MICHIGAN
SCHEDULE OF RATES AND CHARGES

EFFECTIVE JANUARY 1, 2024, UNTIL AMENDED OR REPLACED

I. WATER SUPPLY RATES AND CHARGES

A. Inspection Fee (Section 1601)

- Minimum fee (connection and disconnection) for Residential Customer: \$100 per inspection. Additional fees based on actual costs incurred for missed inspection appointments, repeat inspections and complicated inspections requiring more than one (1) hour shall be charged as a Miscellaneous Customer Fee.
- Minimum fee (connection and disconnection) for Commercial or Industrial Customer: \$200 per inspection. Additional fees based on actual costs incurred for missed inspection appointments, repeat inspections and complicated inspections requiring more than two (2) hours shall be charged as a Miscellaneous Customer Fee.

B. Water Availability Fee (Section 1602(a))

Commercial/Residential Customers

- For Premises with a frontage of 120 feet or less, or combined frontage of 300 feet or less for a Corner Lot: \$6,750 for an application filed in calendar year 2024, subject to the annual adjustment set forth in M, below, for each calendar year thereafter; plus
- For frontage in excess of 120 feet, or 300 feet for a Corner Lot: \$67.50 per foot for an application filed in calendar year 2024, subject to the annual adjustment set forth in M, below, for each calendar year thereafter.

Commercial Customers needing an Unmetered Fire Protection Service and Industrial Customers

- For Premises with a frontage of 120 feet or less, or combined frontage of 300 feet or less for a Corner Lot: \$7,580 for an application filed in calendar year 2024, subject to an annual adjustment set forth in M, below, for each calendar year thereafter; plus
- For frontage in excess of 120 feet, or 300 feet for a Corner Lot: \$75.80 per foot for an application filed in calendar year 2024, subject to the annual adjustment set forth in M, below, for each calendar year thereafter.

C. Water Trunkage Fee (Section 1602(b))

\$760 per Trunkage Unit for applications filed in calendar year 2024, subject to the annual adjustment set forth in M, below, for each calendar year thereafter.

D. Water Service Fee (Section 1602(c))

\$1,560 for a 1 inch diameter Water Service, \$2,070 for a 1 1/2 inch diameter Water Service, and \$2,675 for a 2 inch diameter Water Service for an application filed in calendar year 2024, subject to the annual adjustment set forth in M, below, for each calendar year thereafter. The Water Service Fee for a Water Service with a diameter larger than 2 inches shall be determined on the basis of actual cost.

E. Water Meter Fee (Section 1602(d))

<u>Size</u>	<u>Fee</u>
5/8" or 3/4"	\$675
1"	\$675
1-1/2"	\$1,525
2"	\$1,730
Over 2"	Applicant pays actual cost of Meter and installation.

F. Water Readiness to Serve Fee (Section 1603)

5/8" or 3/4" Meter	\$20.28 per quarter
1" Meter	\$20.28 per quarter
1-1/2" Meter	\$68.73 per quarter
2" Meter	\$120.87 per quarter
3" Meter	\$272.55 per quarter
4" Meter	\$485.85 per quarter
6" Meter	\$1,092.67 per quarter
8" Meter	\$1,941.03 per quarter
10" Meter	\$3,033.60 per quarter
12" Meter	\$4,372.65 per quarter

G. Water Use Fee (Section 1604)

\$3.05 per 1,000 gallons

H. Unmetered Fire Protection Fee (Section 1605)

<u>Size</u>	<u>Fee</u>
4" service or smaller	\$25 per quarter
6" service	\$55 per quarter
8" service	\$95 per quarter
10" service	\$150 per quarter
12" service	\$220 per quarter
16" service	\$390 per quarter

I. Water Meter Bypass Violation Fee (Section 1606)

The Water Meter Bypass Violation Fee shall be charged at the rate of \$7.00 per 1,000 gallons for Public Water used during the period of the bypass and shall be based upon 100% of the historical water usage before and after the Water Meter bypass violation.

J. Fee for Use of Fire Hydrants by Private Parties (Section 1305)

- Fee for one day use only: \$60
- Fee for use for more than one day: Administrative Fee of \$25 plus Water Use Fee for actual volume of water used, with an aggregate minimum of \$60.
- Seasonal Use Fee: Administrative Fee of \$25 plus Water Use Fee for actual volume of water used, with an aggregate minimum of \$165.

K. Miscellaneous Customer Fee (Section 1607)

See Section III.A., below.

L. Public Fire Hydrant Rental (Section 1608)

\$10.00 per year per hydrant

M. Annual Adjustment to Water Availability Fee, Water Trunkage Fee and the Water Service Fee.

The Water Availability Fee, the Water Trunkage Fee and the Water Service Fee shall be as presented in Section I. Water Supply Rates and Charges and increase every January 1st an amount equal to 3% of the Water Availability Fee, Water Trunkage Fee or Water Service Fee, as the case may be, applicable in the preceding calendar year, rounded up to the nearest one dollar.

Note: 3% is intended to approximate the 15-year annual average increase in the construction cost index maintained by the engineering news records (www.enr.com).

II. SEWER RATES AND CHARGES

A. Inspection Fee (Section 1609)

- Minimum fee (connection or disconnection) Residential Customer: \$100 per inspection. Additional fees based on actual costs incurred for missed inspection appointments, repeat inspections and complicated inspections requiring more than one (1) hour shall be charged as a Miscellaneous Customer Fee.
- Minimum fee (connection and disconnection) for Commercial or Industrial Customer: \$200 per inspection. Additional fees based on actual costs incurred for missed inspection appointments, repeat inspections and complicated inspections requiring more than two (2) hours shall be charged as a Miscellaneous Customer Fee.

B. Sewer Availability Fee (Section 1610(a))

Commercial/Residential Customers

- For Premises with a frontage of 120 feet or less, or combined frontage of 300 feet or less for a Corner Lot: \$10,910 for an application filed in calendar year 2024, subject to the annual adjustment set forth in L, below, for each calendar year thereafter; plus
- For frontage in excess of 120 feet, or 300 feet for a Corner Lot: \$109.10 per foot for an application filed in calendar year 2024, subject to the annual adjustment set forth in L, below, for each calendar year thereafter

Industrial Customers

- For Premises with a frontage of 120 feet or less, or combined frontage of 300 feet or less for a Corner Lot: \$11,730 for an application filed in calendar year 2024, subject to the annual adjustment set forth in L, below, for each calendar year thereafter; plus
- For frontage in excess of 120 feet, or 300 feet for a Corner Lot: \$117.30 per foot for an application filed in calendar year 2024, subject to the annual adjustment set forth in L, below, for each calendar year thereafter.

C. Sewer Trunkage Fee (Section 1610(b))

\$1,107 per Trunkage Unit for an application filed in calendar year 2024, subject to the annual adjustment set forth in L, below, for each calendar year thereafter.

D. Sewer Lateral Fee (Section 1610(c))

\$2,180 per Sewer Lateral 6 inches or less in diameter for an application filed in calendar year 2024, subject to the annual adjustment set forth in Section L, below, for each calendar year thereafter. The Sewer Lateral Fee for a Sewer Lateral with a diameter larger than 6 inches shall be determined on the basis of actual cost.

E. Sewage Meter Fee (Section 1610(e))

Applicant pays actual cost of Sewage Meter and installation.

F. Sewer Readiness to Serve Fee (Section 1611)

5/8" or 3/4" Meter	\$18.78 per quarter
1" Meter	\$18.78 per quarter
1-1/2" Meter	\$63.63 per quarter
2" Meter	\$111.89 per quarter
3" Meter	\$252.31 per quarter
4" Meter	\$449.77 per quarter
6" Meter	\$1,011.43 per quarter
8" Meter	\$1,796.89 per quarter

10" Meter	\$2,808.32 per quarter
12" Meter	\$4,047.93 per quarter

Consistent with Section 1611(d), the Sewer Readiness to Serve Fee for an Industrial Customer or a Commercial Customer not connected to the Water System and without a Well Water Meter shall be \$1.27/1,000 gallons of metered Sewage.

G. Sewer Use Fee (Section 1612)

The Sewer Use Fee shall be \$3.95 per 1,000 gallons of metered Public Water usage, as adjusted in the following manner:

- a. Public Water that does not enter the Sewer System, as metered by a Submeter in accordance with Section 1612(b), shall be subtracted from total metered Public Water usage.
- b. Separately metered Dwelling Units shall be billed at 74.6% of total metered Public Water usage, in accordance with Section 1612(c).
- c. The Sewer Use Fee for an Industrial or Commercial Customer with a sewage meter shall be based upon the actual metered flow of Sewage discharged to the Sewer System, in accordance with Section 1612(e).
- d. The Sewer Use Fee for a Residential Customer not connected to the Water System shall be based upon an assumed discharge to the Sewer System of 14,750 gallons of Sewage per quarter per Dwelling Unit, in accordance with Section 1612(f). The "flat rate" Sewer Use Fee shall be \$74.78 per quarter and includes a Sewer Readiness to Serve Fee equivalent to that charged for a residential customer with a 5/8" Meter.

H. Sewage Meter Bypass Violation Fee (Section 1613)

The Sewage Meter Bypass Violation Fee shall be charged at the rate of \$3.95 per 1,000 gallons for Sewage discharged during the period of the bypass and shall be based upon 100% of the historical Sewage usage before and after the Sewage Meter bypass violation. An Industrial Customer or a Commercial Customer not connected to the Water System and without a Well Water Meter that is subject to a Sewage Meter Bypass Violation Fee shall also pay a Sewer Readiness to Serve Fee upon the same volume of Sewage discharge that is subject to the Sewage Meter Bypass Violation Fee.

I. Customer Surcharge Fee (Section 1614)

The Customer Surcharge Fee is intended to be the amounts established and charged from time to time by the City and applicable to Township Customers in accordance with the applicable Interjurisdictional Pretreatment Agreement.

For Customers served by that portion of the Sewer System subject to the Interjurisdictional Pretreatment Agreement with the City of Wyoming, the Customer Surcharge Fee shall include the following:

PENALTIES AND SURCHARGES

Cyanide and Metals
Average Quarterly Flow, gpd

Concentration Level

	0-10,000	10,000-50,000	50,000-100,000	>100,000
	<u>Gals/Day*</u>	<u>Gals/Day*</u>	<u>Gals/Day*</u>	<u>Gals/Day*</u>
0-Limit (x)	No penalty	No penalty	No penalty	No penalty
>1(x) - 2(x)	\$ 50.00	\$100.00	\$150.00	\$ 200.00
>2(x) - 3(x)	\$100.00	\$200.00	\$300.00	\$ 400.00
>3(x) - 4(x)	\$150.00	\$300.00	\$450.00	\$ 600.00***
>4(x)	\$200.00	\$500.00***	\$750.00***	1,000.00***

(x) Individual limits as listed.

	<u>Composite Limit (mg/L)</u>	<u>Grab Sample Limit (mg/L)</u>
Arsenic	1.8	2.7
Beryllium	0.005	0.0075
Cadmium	0.70	1.0
Chromium	2.50	3.70
Copper	2.00	3.00
Lead	1.80	2.70
Nickel	1.50	2.20
Silver	0.72	1.00
Zinc	6.00	9.00
Cyanide	0.80	1.20
Mercury	0.0005	0.0005
Phenol	0.10	0.15

*Based on average day for previous quarter

**Penalties shall be assessed on any sample exceeding the limits listed in this Section.

pH Penalty
Average Quarterly Flow, gpd

	0-10,000	10,000-50,000	50,000-100,000	>100,000
	<u>Gals/Day*</u>	<u>Gals/Day*</u>	<u>Gals/Day*</u>	<u>Gals/Day*</u>
pH	No penalty	No penalty	No penalty	No penalty
5.0 - 10.5	No penalty	No penalty	No penalty	No penalty
4.0 - 4.9	\$15.00	\$30.00	\$45.00	\$60.00
3.0 - 3.9	\$40.00	\$80.00	\$120.00	\$160.00
0 - 2.9	\$75.00	\$150.00	\$300.00	\$750.00***
>10.5 - 10.9	\$15.00	\$30.00	\$45.00	\$60.00
11.0 - 11.9	\$40.00	\$80.00	\$120.00	\$160.00
12.0 - above	\$75.00	\$150.00	\$300.00	\$750.00***

***Maximum penalty permitted by law.

SURCHARGE RATES

BOD	Rate/lb	Up to 300 mg/L \$0.00	> 300 mg/L \$0.011
SS	Rate/lb	Up to 400 mg/L \$0.00	> 440 mg/L \$0.115
Phosphorus	Rate/lb	Up to 20 mg/L \$0.00	> 20 mg/L \$0.65
Oil and Grease	Rate/lb	Up to 75 mg/L \$0.00	> 75 mg/L \$0.09
COD*	Rate/lb	Up to 700 mg/L \$0.00	> 700 mg/L \$0.04

*Alternative to BOD, surcharges will not be levied for both BOD and COD on any given sample

In the event the applicable Customer Surcharge Fee has been increased or decreased or discharge limits are revised, or additional Customer Surcharges are implemented by the City of Wyoming since the date of approval of this Schedule of Rates and Charges or the most recent amendment to the Schedule of Rates and Charges approved by the Township, the Customer Surcharge Fee, as increased, decreased or additionally implemented by the City of Wyoming shall be applicable within the Township as required by the Interjurisdictional Pretreatment Agreement.

J. Drainage Violation Fee (Section 1615)

The Drainage Violation Fee shall be equal to 300% of the average quarterly Sewer Use Fee charged to the Premises for the last four quarterly billing periods. The Drainage Violation Fee shall be billed periodically from the date of accrual and shall continue until unauthorized connections are disconnected in accordance with the Ordinance, unauthorized discharges are terminated or access is provided to a Premises to verify the absence of the same. The Drainage Violation Fee may be determined on a daily, weekly, monthly or quarterly basis, using as a basis of determination said average quarterly Sewer Use Fee.

K. Miscellaneous Customer Fee (Section 1616)

See Section III.A., below.

L. Annual Adjustment to Sewer Availability Fee, Sewer Trunkage Fee and the Sewer Lateral Fee

The Sewer Availability Fee, the Sewer Trunkage Fee and the Sewer Lateral Fee shall be as presented in Section II. Sewer Rates and Charges and increase every January an amount equal to 3% of the Sewer Availability Fee, Sewer Trunkage Fee or Sewer Lateral Fee, as

the case may be, applicable in the preceding calendar year, rounded up to the nearest one dollar.

Note: ¹3% is intended to approximate the 15-year annual average increase in the Construction Cost Index maintained by the Engineering News Records (www.enr.com).

M. Significant Industrial User Discharge Permit Fee (Section D104)

It is the intent that the wastewater discharge permit fee shall be set at the same amount established by the City of Wyoming. The fee shall be \$175.00 or such different amount as shall be hereafter established by the City of Wyoming.

III. MISCELLANEOUS

A. Miscellaneous Customer Fee (Section 1607 and Section 1616)

The Miscellaneous Customer Fee shall, in general, be based upon the direct out-of-pocket expense of the Township not covered by other Rates and Charges, plus 10% of the total expense for administration and overhead. In addition, the following shall be charged:

1. The failure to connect fee provided by Section 1004 shall be based upon the Water Readiness to Serve Fee and Water Use Fee that would have accrued, effective upon the expiration of the connection period, based upon the actual Water Readiness to Serve Fee and Water Use Fee charged during the same period of time to similarly situated Water Customers.
2. The failure to connect fee provided by Section 1009 shall be based upon the Sewer Readiness to Serve Fee and Sewer Use Fee that would have accrued, effective upon the expiration of the connection period, based upon the actual Sewer Readiness to Serve Fee and Sewer Use Fee charged during the same period of time to similarly situated Sewer Customers.
3. The Water Meter and Sewage Meter testing fee provided by Sections 1213(a) and 1222(a), respectively, shall be as follows:
 - a. If a Customer requests that a Water Meter be tested, it shall be removed and sent to the factory or shop for testing and the Customer will be required to deposit with the Township a minimum fee, based upon the size of the Water Meter, of:

<u>Size</u>	<u>Fee</u>
5/8"	\$140.00
1"	\$140.00
1 1/2"	\$265.00
2"	\$265.00
3"	\$365.00
4"	\$465.00
6"	\$665.00
8"	\$865.00
10"	\$1,065.00

All additional charges not covered by the deposit will be the responsibility of the Customer as defined in Section 1213(a).

- b. If a Sewer Meter must be removed and sent to the factory or shop for testing, the Customer will be required to deposit with the Township a minimum fee of \$300.00. All additional charges not covered by the deposit will be the responsibility of the Customer as defined in Section 1222(a). The Township may determine that a Sewage Meter can be tested in place; however, the minimum deposit is still required.
4. The deposit for a portable Public Water Meter and Backflow Preventer provided by Section 1305(b) shall be \$500.
5. The central filling location fee provided by Section 1306(c) shall be \$25 for administration and a minimum of \$35 for metered water usage.
6. The fee for failure to submit an inspection report for a Grease Trap or an oil or sand interceptor, as provided by Section 1406(k) shall be \$100 per month (or partial month) per Grease Trap or sand or oil interceptor until such report is filed.
7. The cost incurred by the Township to clean and maintain a Grease Trap or an oil or sand interceptor, as provided by Section 1406(l), shall be the actual cost incurred by the Township plus 100% of the total for Township administration and overhead.
8. The cost of removing or abandoning a Water Service or Sewer Lateral, as provided by Section 1504(b), shall be the actual cost incurred by the Township plus 10% of the total for Township administration and overhead.
9. The fee to turn on or turn off a Water Service as provided by Section 1607 and Section 1616 shall be \$25 for each.
10. The fee for a check returned for insufficient funds shall be established by the Township Board from time to time.
11. The fee for water usage during the construction of a residential building prior to the installation of a Water Meter shall be as follows:
 - a. In accordance with Section 1103, \$25 per building shall be payable prior to the issuance of a permit to connect to the Water System. This fee applies to new construction only and covers the use of water during the period of time that the residential building is being constructed.
 - b. A Water Meter must be installed in the building before (A) the building is occupied or (B) water is used for irrigation purposes.
 - c. This fee will be charged to residential users only including single family homes, duplexes, site condominiums and attached condominiums. All other types of uses including industrial, commercial and apartments will be

required to use other means available and allowed by the Ordinance for the use of water during construction.

- d. Existing residential buildings with an occupancy permit making connection to the Water System should be exempt from this fee.

In addition to the above, it is the intent of the Township to charge as a Miscellaneous Customer Fee all industrial pretreatment fees, surcharges, fines, penalties and other expenses applicable to a Customer of the Sewer System by the terms of the Interjurisdictional Pretreatment Agreement and the related provisions of Appendix D or Appendix E and not otherwise included in other Rates and Charges.

B. Minimum Security Deposit

The Minimum Security Deposit provided by Section 1711(b) shall be \$500 per tenant.



MEMO

Staff Communication-Action Required

DATE: December 6, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: 2023 Budget Amendments

SUMMARY OF TOPIC:

There are five budget amendments that are being requested for 2023.

The first two relate to the Supervisor and Manager departments' wages categories. There are two issues that led to the need for adjustments in these line items. The first is that they were both underestimated. The Supervisor line did not take into consideration that the Supervisor would be working full-time hours through the Manager transition. The Manager line was based on the previous Manager's salary. The second issue has arisen from the allocation of payroll. When the budget was established, it had a very elaborate allocation of all employee wages. In practice many of those allocations were changed to simplify the accounting, but in turn it threw off these line items.

The third amendment for your consideration is for the Clerk's departments' wages category. While being an off-election year, there was a dramatic increase in staffing costs to work through the changes that are coming for 2024.

There is an amendment for the Parks & Trails contracted services category. It looks like this was an item that was missed as the budget was finalized. There was a placeholder in there, but the dollar amount was never inserted. The last budget amendment is for streetlighting, cost was increased due to a rate hike and the additional costs associated with the round-a-bout.

BUDGET ACTION REQUIRED:

The Board will need to amend these items for year-end balancing.

STAFF RECOMMENDATION:

Staff recommends that the Board approve the amendment of these budget items.



GAINES CHARTER TOWNSHIP, COUNTY OF KENT
RESOLUTION TO AMEND THE FISCAL YEAR 2023 BUDGET

RESOLUTION # _____-2023

At a regular meeting of the Gaines Charter Township Board of Trustees, held on Monday, December 11, 2023 at the Township Hall located at 8555 Kalamazoo Ave., SE, Caledonia, MI 49316, County of Kent, the following resolution was offered by Board member _____ and supported by Board Member _____.

WHEREAS, Michigan Public Act 2 of 1968, as amended, requires that the Gaines Charter Township Board of Trustees adopt budgets for the General Fund and all Special Revenue Funds, and

WHEREAS, Public Act 621 of 1978, the Uniform Budget Act, requires that the responsibility of the budget be designated,

NOW, THEREFORE, BE IT RESOLVED The Gaines Charter Township Board amends the 2023 Fund Budgets as follows:

DEPARTMENT	COST CENTER	\$ AMOUNT TRANSFERRED INTO
Supervisor	101-171.000-702.001	\$57,600.00: Supervisor went to full-time until new Manager hired – and posting of Admin’s wages
Manager	101-172.000-702.001	\$39,999.00: Difference in wages from Jonathan to new manager and posting of Admin’s wages
Clerk	101-215.000-702.001	\$60,748.00 – Increase in staffing costs related to election changes
Parks & Trails	101-751.000-808.000	\$28,000: This line item was not funded in the 2023. This was an oversight

Streetlighting – Electric	101-448.000.920.000	\$4,000: Overages due to rate increase and costs related to lighting of the round-a-bout.
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AYES:

NAYS:

ABSTAIN:

ABSENT:

RESOLUTION DECLARED ADOPTED DECEMBER 11, 2023

Michael A. Brew, Clerk

I HERBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted by the township Borad of Gaines Charter Township, County of Kent, Michigan, at a regular meeting held on December 11, 2023, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, begin Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by the Act.

Michael A. Brew, Clerk

2024 COMMITTEE APPOINTMENTS BOARD OF TRUSTEES

PLANNING COMMISSION			
<i>Member</i>	<i>Appointment Type</i>		<i>Term (3-yr)</i>
Brad Waayenberg	Member		Jan. 1, 2024~ Dec. 31, 2026
Ronnie Rober	Member		Jan. 1, 2024 ~Dec. 31, 2026
Connie Giarmo	Member		Jan. 1, 2021~ Dec. 31, 2024
Ryan Wiersma	Member		Jan. 1, 2021 ~ Dec. 31, 2024
Lani Thomas	Member		Jan. 1, 2023 ~ Dec. 31, 2025
Talimma A. Billips	Member		Jan. 1, 2023 ~ Dec. 31, 2025
Tim Haagsma	Member		Board Appointed
PERSONNEL COMMITTEE APPOINTMENTS			
<i>Member</i>	<i>Appointment Type</i>		<i>Term (2-yr)</i>
Robert DeWard	Member		Jan. 1, 2024 ~ Dec. 31, 2025
Connie Giarmo	Member		Jan. 1, 2024 ~ Dec. 31, 2025
Mike Brew	Member		Jan. 1, 2024 ~ Dec. 31, 2025
Bob Terpstra	Member		Jan. 1, 2024 ~ Dec. 31, 2025
Township manager	member		Jan. 1, 2024 ~ Dec. 31, 2025
PARKS & RECREATION COMMITTEE			
<i>Member</i>	<i>Member Type</i>	<i>Appointment Type</i>	<i>Term (2-yr)</i>
Brian Diemer	Member	Voting	Jan. 1, 2023 ~ Dec. 31, 2024
Dana Lehmann	Member	Voting	Jan. 1, 2023~ Dec. 31, 2024
Lani Thomas	Member	Voting	Jan. 1, 2023~ Dec. 31, 2024
Kathy Vander Stel	Member	Voting	Jan. 1, 2024 ~ Dec. 31, 2025
<i>Member</i>	<i>Member Type</i>	<i>Appointment Type</i>	<i>Term (1-yr)</i>
Robert DeWard	Supervisor	Ex-Officio	Jan. 1, 2024~ Dec. 31, 2024
Steve Maier	Member	Voting	Jan. 1, 2024~ Dec. 31, 2024
Linda Crumback	Member	Voting	Jan. 1, 2024 ~ Dec. 31, 2024
Laurie Lemke	Member	Voting	Jan. 1, 2024~ Dec. 31, 2024
BUILDING & GROUNDS COMMITTEE			
<i>Member</i>	<i>Appointment Type</i>		<i>Term (1-yr)</i>
Robert DeWard	Member		Jan. 1, 2024~ Dec. 31, 2024
John Stuyfzand	Member		Jan. 1, 2024~ Dec. 31, 2024
Dan Fryling	Member		Jan. 1, 2024~ Dec. 31, 2024
Kim Triplett	Member		Jan. 1, 2024~ Dec. 31, 2024
WATER & SEWER ADVISORY COMMITTEE			
<i>Member</i>	<i>Appointment Type</i>		<i>Term (1-yr)</i>
Robert DeWard	Member		Jan. 1, 2024~ Dec. 31, 2024
Jeff Gritter	Member		Jan. 1, 2024~ Dec. 31, 2024
Tracy Lawrence	Member		Jan. 1, 2024~ Dec. 31, 2024
Dan Wells	Member		Jan. 1, 2024~ Dec. 31, 2024
Tim Haagsma	member		Jan. 1, 2024~ Dec. 31, 2024
TOWNSHIP LIQUOR CONTROL ENFORCEMENT DEPARTMENT			
<i>Member</i>	<i>Appointment Type</i>		<i>Term (1-yr)</i>
Robert DeWard	Member		Jan. 1, 2024 ~ Dec. 31, 2024
Bob Terpstra	Member		Jan. 1, 2024 ~ Dec. 31, 2024
John Stuyfzand	Member		Jan. 1, 2024~ Dec. 31, 2024
Dan Wells	Member		Jan. 1, 2024~ Dec. 31, 2024
Kim Triplett	Member		Jan. 1, 2024 ~ Dec. 31, 2024
BOARD OF REVIEW			
<i>Member</i>	<i>Appointment Type</i>		<i>Term (2-yr)</i>
James Peacock	Alternate		Jan 1, 2023 ~ Dec. 31. 2024
Bob Schautz	Member		Jan. 1, 2023 ~ Dec. 31, 2024
Don Hilton	Member		Jan. 1, 2023 ~ Dec. 31, 2024
Ruth Ringnalda	Member		Jan. 1, 2023 ~ Dec. 31, 2024

ZONING BOARD OF APPEALS			
Member		Appointment Type	Term (3-yr)
Tom Werkema	Member		Jan. 1, 2024~ Dec. 31, 2026
Ruth Ringnalda	Member		Jan. 1, 2022~ Dec. 31, 2024
Ryan Wieresma	Member		Jan. 1, 2023 ~Dec. 31, 2025
Don Hilton	Member		Jan. 1, 2023~ Dec. 31, 2025
Matt Kooiman	Member		Jan. 1, 2024~ Dec. 31. 2026
James Peacock	Member		Jan. 1, 2024 ~ Dec. 31, 2026
CUTLERVILLE FIRE COMMITTEE			
Member		Township	Title Appointment Type
Robert DeWard	Gaines Township	Member	Jan. 1, 2024~ Dec. 31, 2024
Tim Haagsma	Gaines Township	Member	Jan. 1, 2024~ Dec. 31, 2024
Tom Hooker	Byron Township	Member	Byron Appoints
Amos Tillman	Byron Township	Member	Byron Appoints
Scott Holbrook	At-large	Member	Jan. 1, 2024~ Dec. 31, 2024
Ken VanHall	Fire Chief		
DUTTON FIRE COMMITTEE			
Member		Title	Appointment
Robert DeWard	Member		Jan. 1, 2024~ Dec. 31, 2024
Mike Brew	Member		Jan. 1, 2024~ Dec. 31, 2024
Laurie Lemke	Member		Jan. 1, 2024~ Dec. 31, 2024
Ken VanHall	Fire Chief		
	BRYON- GAINES	WATER & SEWER	
Member	Township	Position	Term (3-yr)
Kathy VanderStel	Gaines	Board Liaison	Jan 1, 2023 ~ Dec. 31, 2025
Jeff Gritter	Gaines	Member	Jan 1, 2022 ~ Dec. 31, 2024
Tracy Lawrence	Gaines	Member	Jan 1, 2024~ Dec 31, 2026
Phil Glupker	Byron	Member	Byron Appoints
Doug Stalsonburg	Byron	Member at Large	
Tom Hooker	Byron	Member	Byron Appoints
Marc Faber	Byron	Member	Byron Appoints
DIVISION AVENUE CORRIDOR IMPROVEMENT AUTHORITY			
Member	Township	Position	Term
Robert DeWard	Gaines	Board Representative	
Paul France	Gaines	Member	Jan. 1. 2023~ Dec. 31, 2024
John Huizinga	Gaines	Member	Jan 1, 2024 ~ Dec. 31, 2026
Stu Warsen	Gaines	Member	Jan. 1, 2022~ Dec. 31, 2024
Tom Werkema	Gaines	Member	Jan. 1, 2022~ Dec. 31, 2024
Tim Mac Brien	Gaines	Member	Jan. 1, 2024 ~ Dec. 31, 2026
Larry De Haan	Gaines	Member	Jan 1, 2023 ~ Dec. 31, 2024

GAINES CHARTER TOWNSHIP 2024 MEETING CALENDAR

Township Board, Board of Review, Zoning Board of Appeals, and Planning Commission meetings are tentatively scheduled for 7pm and held in the Township Board Room. Parks & Trails Committee meets at noon at the Township Hall, Cutlerville Fire Board meetings are usually held at 3:30pm at Gaines Charter Township. GAINES CHARTER TOWNSHIP WILL FOLLOW CURRENT COVID-19 MANDATES **TIME AND LOCATION MAY VARY FOR ANY MEETING**

January		Opening		July		Opening
08	Board of Trustees	Dan		08	Board of Trustees	Kathy
10	Zoning Board of Appeals			10	Zoning Board of Appeals	
17	Cutlerville Fire Board			16	Board of Review	
17	Parks & Trails			17	Cutlerville Fire Board	
25	Planning Commission			22	Board of Trustees	Michael
				25	Planning Commission	
February		Opening		August		Opening
12	Board of Trustees	Bob		12	Board of Trustees	Rob
14	Zoning Board of Appeals			14 21	Zoning Board of Appeals Fire Committee	
22	Planning Commission			22	Planning Commission	
March		Opening		September		Opening
05	Board of Review – organizational meeting			09	Board of Trustees	Laurie
11	Board of Trustees	Kathy		11	Zoning Board of Appeals	
12	Board of Review			18	Parks & Trails	
13	Board of Review					
13	Zoning Board of Appeals			23	Board of Trustees	Tim
20	Cutlerville Fire Board			26	Planning Commission	
28	Planning Commission					
April		Opening		October		Opening
08	Board of Trustees	Michael		09	Zoning Board of Appeals	
10	Zoning Board of Appeals			14	Board of Trustees	Rob
17	Parks & Trails			16	Fire Committee	
22	Board of Trustees	Rob		24	Planning Commission	
25	Planning Commission			28	Board of Trustees	Dan
May		Opening		November		Opening
08	Zoning Board of Appeals			11	Board of Trustees	Bob
13	Board of Trustees	Laurie		13	Zoning Board of Appeals	
20	Board of Trustees	Tim		21	Planning Commission	
23	Planning Commission					
June		Opening		December		Opening
10	Board of Trustees	Dan		02	Board of Trustees	Kathy
12	Zoning Board of Appeals			09	Board of Trustees	Michael
19	Cutlerville Fire Board			10	Board of Review	
19	Parks & Trails			11	Zoning Board of Appeals	
24	Board of Trustees	Bob		18	Fire Committee	
27	Planning Commission			19	Planning Commission	