

**AGENDA**  
**CASCADE CHARTER TOWNSHIP**  
**REGULAR BOARD MEETING**

Wednesday, October 24, 2018

7:00 P.M.

Cascade Branch of the Kent District Library, Wisner Center  
2870 Jacksmith, S.E.

**Expected Meeting Procedures**

1. During public comments you may speak on any item not noted on the agenda for a public hearing.
2. Please limit comments to 3 minutes per person and the Board may or may not choose to respond.
3. Please limit your comments to a specific issue.
4. Please turn OFF cellular phones.

- Article 1. Call to Order, Roll Call**
- Article 2. Pledge of Allegiance to the Flag**
- Article 3. Approval of Agenda**
- Article 4. Presentations**
- Article 5. Public Comments-Anything on the Agenda not scheduled for a public hearing. (limit comments to 3 minutes)**
- Article 6. Approval of Consent Agenda**
- a. Receive and File Various Meeting Minutes
    1. Regular Zoning Board of Appeals Minutes for 7/10/18.
    2. Regular Planning Commission Minutes for 10/1/18.
- Article 7. Financial Actions**
- Article 8. Unfinished Business**
- Article 9. New Business**
- 077-2018 Consider Approval for Pathway Bridge Repairs.**
- 078-2018 Consider Approval of Resolution for VAI Purple Community Run to Close Public Streets for 5K Run/Walk on April 27, 2019.**
- Article 10. Public Comments – Any comments...whether it is on the Agenda or not. (limit comments to 3 minutes)**
- Article 11. Manager Comments**
- Article 12. Board Member Comments**
- Article 13. Adjournment**

MINUTES  
Cascade Charter Township Zoning Board of Appeals  
Tuesday, July 10, 2018  
7:00 P.M.

**ARTICLE 1.** Chairman Berra called the meeting to order at 7:00 P.M.  
Members Present: Berra, McDonald, Mead, Pennington  
Members Absent: Milliken  
Others Present: Community Development Director, Steve Peterson and those listed on the sign in sheet.

**ARTICLE 2. Chairman Berra led the Pledge of Allegiance.**

**ARTICLE 3. Approve the Agenda.**

**Motion was made by Member McDonald to approve the Agenda. Supported by Member Mead. Motion carried 4 to 0.**

**ARTICLE 4. Approve the Minutes of the June 12, 2018 Meeting.**

**Motion was made by Member McDonald to approve the Minutes of June 12, 2018. Supported by Member Mead. Motion carried 4 to 0.**

**ARTICLE 5. Acknowledge visitors and those wishing to speak to non-agenda items.**

No visitors came forward.

**ARTICLE 6. Case #18:3468 Town Center Inn & Suites  
**Public Hearing****

**Property Address: 4834 Town Center Dr. SE**

**Requested Action:** The Applicant is requesting a variance to allow a property split that would reduce the required bufferyard.

Director Peterson stated that Applicant is requesting approval from the ZBA to allow the property to be split, which would result in a bufferyard less than required. The allowed buffer for a sideyard would be 10 feet. Applicant is requesting approximately 3.5 feet of bufferyard.

This project was approved in 2017. This property is located in Meadowbrooke and will consist of two hotels, one of which has already started construction. The variance is necessary to go ahead with the other. Peterson explained that this is a unique situation since the Meadowbrooke PUD allows for two buildings on one parcel and allows for reduction of setbacks due to wetlands. However, since they received approval for the project with two hotels on one parcel the banks are requiring the hotels have their own parcel. Even with the allowed reduction in setbacks due to wetlands, which are on site they still need a variance.

Director Peterson stated that if the variance is approved the site would be developed exactly as originally approved. Peterson recommends approval of the requested variance.

Chairman Berra invited the Applicant to come forward.

Mr. Piromari came forward to clarify that the property split is necessary because there are two loans and the bank would like each to have a parcel number. He also stated that the hotels would be franchises of Town Place by Marriott and Holiday Inn Express by IAG.

**Motion was made by Member McDonald to open Public Hearing. Supported by Member Mead. Motion carried 4 to 0.**

No one came forward.

**Motion was made by Member Mead to close Public Hearing. Supported by Member McDonald. Motion carried 4 to 0.**

**Motion was made by Member McDonald to approve the variance to allow the property split with a reduced bufferyard. Supported by Member Mead. Motion carried 4 to 0.**

**ARTICLE 7.**

**Case #18:3465 Star Truck Rental**

**Public Hearing**

**Property Address: 5260 36<sup>th</sup> Street**

**Requested Action:** The Applicant is requesting a variance to allow a sign closer to the road than permitted.

Director Peterson stated Applicant is requesting a variance to install a new ground sign along 36<sup>th</sup> Street. The ordinance for sign placement would require 25 feet setback from the road and no closer than 5 feet to the road row. The new sign would be 19 feet from the road and 8 feet from the road row.

Chairman Berra invited the Applicant to come forward.

Mr. Bylenga came forward to explain that the new sign is important for the business. Currently, truckers coming in cannot find them and the new sign would help keep traffic running smoothly.

**Motion was made by Member Mead to open Public Hearing. Supported by Member McDonald. Motion carried 4 to 0.**

No one came forward.

**Motion was made by Member McDonald to close Public Hearing. Supported by Member Pennington. Motion carried 4 to 0.**

**Motion was made by Member Mead to approve the variance to allow a sign closer to the road than permitted. Supported by Member Mead. Motion carried 4 to 0.**

**ARTICLE 8. Any other business.**

**ARTICLE 9. Adjournment**

**Motion was made by Member McDonald to adjourn. Supported by Member Pennington. Motion carried 6 to 0. Meeting adjourned at 7:20 p.m.**

Respectfully submitted,  
Valerie Milliken, Secretary

## MINUTES

Cascade Charter Township  
Planning Commission  
Monday, October 1, 2018  
7:00 P.M.

**ARTICLE 1.** Chairman Sperla called the meeting to order at 7:00 P.M.  
Members Present: Johnson, Katsma, Krieter, Lewis, Noordyke, Pennington, Rissi and Sperla  
Members Absent: None  
Others Present: Community Development Director, Steve Peterson and those listed on the sign in sheet.

**ARTICLE 2. Pledge of Allegiance.**

**ARTICLE 3. Approve the current Agenda.**

**Motion was made by Member Pennington to approve the Agenda. Supported by Member Rissi. Motion carried 8 to 0.**

**ARTICLE 4. Approve the Minutes of the September 17, 2018 meeting.**

**Motion was made by Member Johnson to approve the minutes of September 17, 2018 as written with changes. Supported by Member Rissi. Motion carried 8 to 0.**

**ARTICLE 5. Acknowledge visitors and those wishing to speak to non-agenda items.**

No visitors came forward.

**ARTICLE 6. Case #18:3489 Doug DeHaan- The Lanterns  
Property Address: 3217 Thornapple River Dr.**

**Requested Action:** The Applicant is requesting Basic Plan Review to rezone approximately 12 acres to PUD to allow for 21 Condominium units.

Director Peterson stated that the Applicant is requesting Basic Plan Review and the purpose of tonight's meeting is to introduce the project and gather information needed for a public hearing. The project is for a new subdivision on the west side of Thornapple River drive at the intersection of Thornhills and Thornapple River Dr across from the church and is zoned R2 residential, master planned the same, the suburban residential category. To the North and West of the property is the multi family Centennial Park neighborhood and to the South is the Glenstone single family detached development. They are proposing 21 condominium style units with no traditional lot lines with 50% common open space area, with a 10,000 sq ft lot size to calculate the 21 units. It is being proposed to rezone to PUD to decrease the front setbacks which would allow them to increase the setbacks along the perimeter.

There is a similar project on Spaulding near Watermark golf course.

The project would have city water and sewer so the City of Grand Rapids would have to approve the plans. They will also need approval from the Kent Co Road Commission to connect off of Thornapple River Dr. The street itself will be a private one way street reviewed by the township engineers and will meet the township width requirements. Director Peterson would like to see a plan on how they will regulate the one way street. They will need to provide our engineers plans for meeting the stormwater ordinance. There will be no sidewalks but will have a pathway connecting to the pathway system. Streetlights and trees will be in line with the subdivision ordinance. Existing trees will be saved if possible.

Chairman Sperla invited the applicant to come forward with comments.

Mr. Don DeGroot came forward on behalf of the applicant Mr. Doug DeHaan. He explained that the two existing homes on the property will be removed and power lines moved. The property is fairly wooded and plans are to keep as many trees as possible. Existing water main on Thornapple River Dr is in place. Underground power, gas and communications will be provided. The soil is sandy. As far as the one way drive the plan will be 18 ft wide. The final curb cuts will be determined through working with the road commission.

Member Rissi asked if the property will be gated and the question will be given to Mr DeHaan. There was discussion on where the stormwater runoff will go and was told it will go across Thornhills and eventually to the Thornapple River.

Member Pennington asked what the front setback would be and was told it would be 28 ft from the pavement.

Member Krieter asked if each unit will have a garage and was told yes, with some being a 3 stall. The units will be approximately 2000 sq ft in size. Elevation grades will be determined due to topography with walkouts or daylighting if possible.

The next steps on this will be a Zoning PUD public hearing and then before the township board for final approval.

**ARTICLE 7. Any other business**

Director Peterson reminded the board and the public to take part in the Master Plan Survey that is on the township website, and to check out the Community Design Event held at Cascade Christian Church on October 16.

Member Rissi would like more information on the 18 ft wide road and if that is enough.

**ARTICLE 8. Adjournment**

**Motion was made by Member Rissi to adjourn. Supported by Member Pennington.  
Motion carried 8 to 0. The meeting was adjourned at 7:50 p.m.**

Respectfully submitted,  
Phil Johnson, Secretary

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**TOWNSHIP BOARD MEMORANDUM**

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**To:** Cascade Charter Township Board  
**From:** Steve Peterson, Community Development Director  
**Subject:** Consider approval for pathway bridge repairs.  
**Meeting Date:** October 24, 2018

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Our review of the pathway this year revealed the need to make repairs to the wooded bridges on the pathways. We have budgeted \$75,000 for repairs this year. The Township engineer has put together the specs for this job and received the following four bids

Blackstar:	\$71,785
Rivertown:	\$109,708.77
Owen Ames Kimball	\$113,000
Nugent:	\$130,867

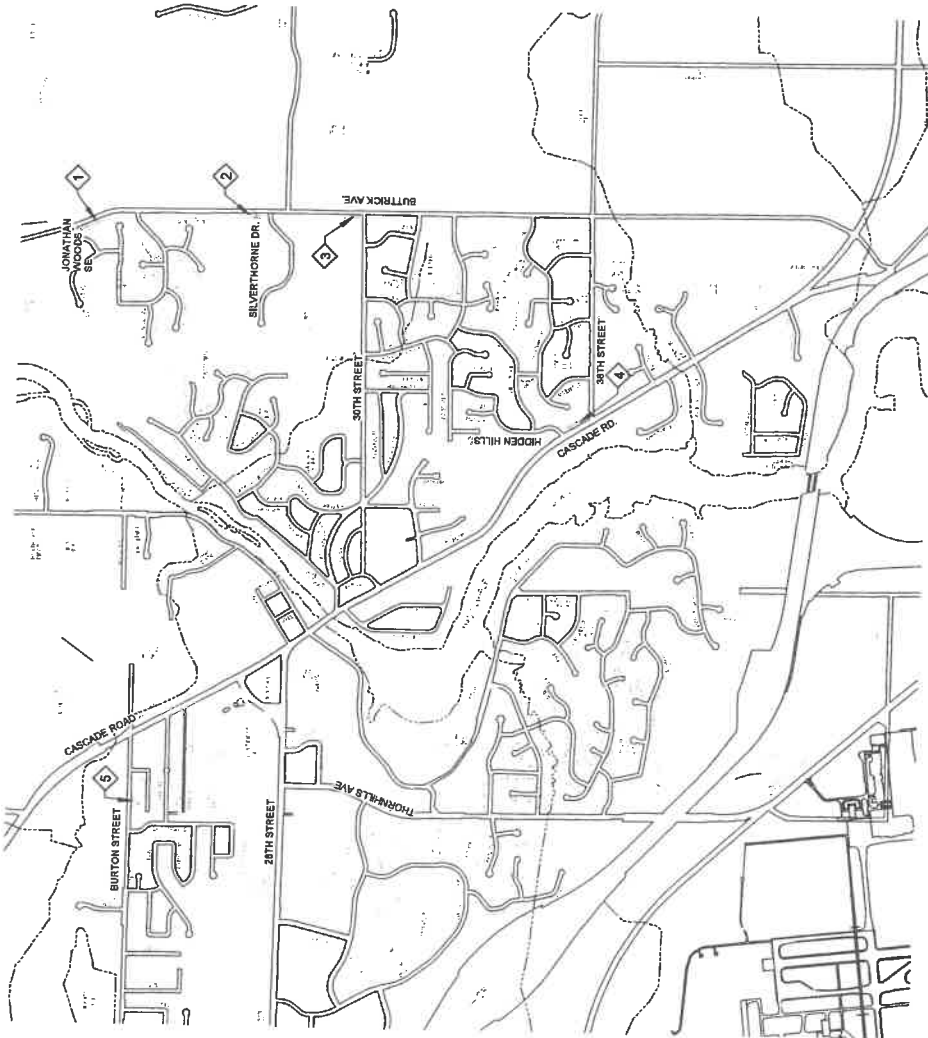
We will be pursuing reimbursement (\$6,975.00) for the damage to the bridge on Buttrick Ave due to the recent car accident.

After reviewing the bids, we are recommending Blackstar Building Group for the job. If approved, the work will be substantially complete by 12/21/18 with final completion due by 1/11/19.



**LOCATION MAP KEYNOTES**

- 1 BUTTRICK AVE/JONATHAN WOODS DR  
PLAN SHEET 2  
APPROXIMATELY 288'-6" IN LENGTH
- 2 BUTTRICK AVE/SILVERTHORNE DR  
PLAN SHEET 2  
APPROXIMATELY 48'-0" IN LENGTH
- 3 BUTTRICK AVE/30TH STREET  
PLAN SHEET 3  
APPROXIMATELY 193'-0" IN LENGTH
- 4 CASCADE ROAD/36TH STREET  
PLAN SHEET 3  
APPROXIMATELY 119'-0" IN LENGTH
- 5 BURTON STREET/CASCADE POINTE DR  
PLAN SHEET 3  
APPROXIMATELY 30'-6" IN LENGTH



**LOCATION MAP**  
SCALE: NOT TO SCALE

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**TOWNSHIP BOARD MEMORANDUM**

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**To:** Cascade Charter Township Board

**From:** Sandra Korhorn, DDA/Economic Development Director *SKK*

**Subject:** Consider Approval of Resolution for VAI Purple Community Run to close public streets for 5K Run/Walk on April 27, 2019

**Meeting Date:** October 24, 2018

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VAI Purple Community is working with Groove City Events to hold a 5K run on Saturday, April 27, 2019. The run will begin at the Mary Free Bed YMCA, continue east down Burton St. to Santiago, loop through Caravelle Village and back to the YMCA (see attached map).

Representatives from VAI and Groove City have been working with the Kent County Sheriff Department (KCSD) regarding the route, traffic movements and road closures for the event. The Kent County Road Commission is fine with the event provided the event coordinators use the KCSD for traffic control and residents along and off the closed portion of Burton are aware of the event date and time.

The event coordinators will begin to notify residents 2 months prior to the event, with subsequent door hangers and yard sides as the event gets close.

Attached is a resolution regarding road closure on Burton St. from 7:45 a.m. to 9:30 a.m.

Maps (along with further information) are included in the packet for your review. Representatives from Groove City Events will be at the meeting to answer questions.

**Cascade Charter Township**  
**Kent County, Michigan**  
Resolution # of 2018

The Cascade Charter Township Board Hereby Resolves:

Whereas, VAI and Groove City Events would like to hold a 5K Run on April 27, 2019; and

Whereas, they will need to close Burton Street from approximately 7:45 a.m. to 9:30 a.m.; and

Whereas, Burton Street is a primary street; and

Whereas, VAI & Groove City Events are working with the Kent County Road Commission and Kent County Sheriff Department regarding this request.

Therefore Be It Resolved, the Cascade Charter Township Board hereby approves the request for the street closure on April 27, 2019 from 7:45 a.m. to 9:30 a.m.

Be It Further Resolved, that the Cascade Township Board hereby directs the Clerk to forward this request to the Kent County Road Commission for the necessary permit.

The foregoing Resolution was offered by Board Member , supported by Board Member . The roll call vote being as follows:

YEAS:  
NAYS:  
ABSENT:

**RESOLUTION DECLARED ADOPTED.**

\_\_\_\_\_  
Susan B. Slater  
Township Clerk

**CERTIFICATION**

I hereby certify the above to a true copy of a resolution adopted by the Cascade Charter Township Board at a regular meeting held at the Wisner Center on the 24<sup>th</sup> day of October, 2018, at 7:00 p.m., pursuant to the required statutory procedures.

October 24, 2018

By \_\_\_\_\_  
Susan B. Slater  
Township Clerk

# Proposal for VAI Purple Community 5K Run, April 27, 2019 at 8AM

The following plan has been agreed to by VAI Purple Comm. 5K, Kent County Sheriff and the Mary Free Bed YMCA.

Burton St will be shut down to through traffic (from Cascade to Kraft) during the event from 8am to 9am (9:30am at the latest). Residential traffic will be allowed to move in during the event as needed.

## Pre-planning:

### Communicating with the neighbors—

- Mailer to all the homes 2 months before the event
- Door knockers as a reminder 3 weeks before the event
- **Yard signs advertising the event 3 weeks before event (need some discussion from township)**

### Communicating with YMCA members –

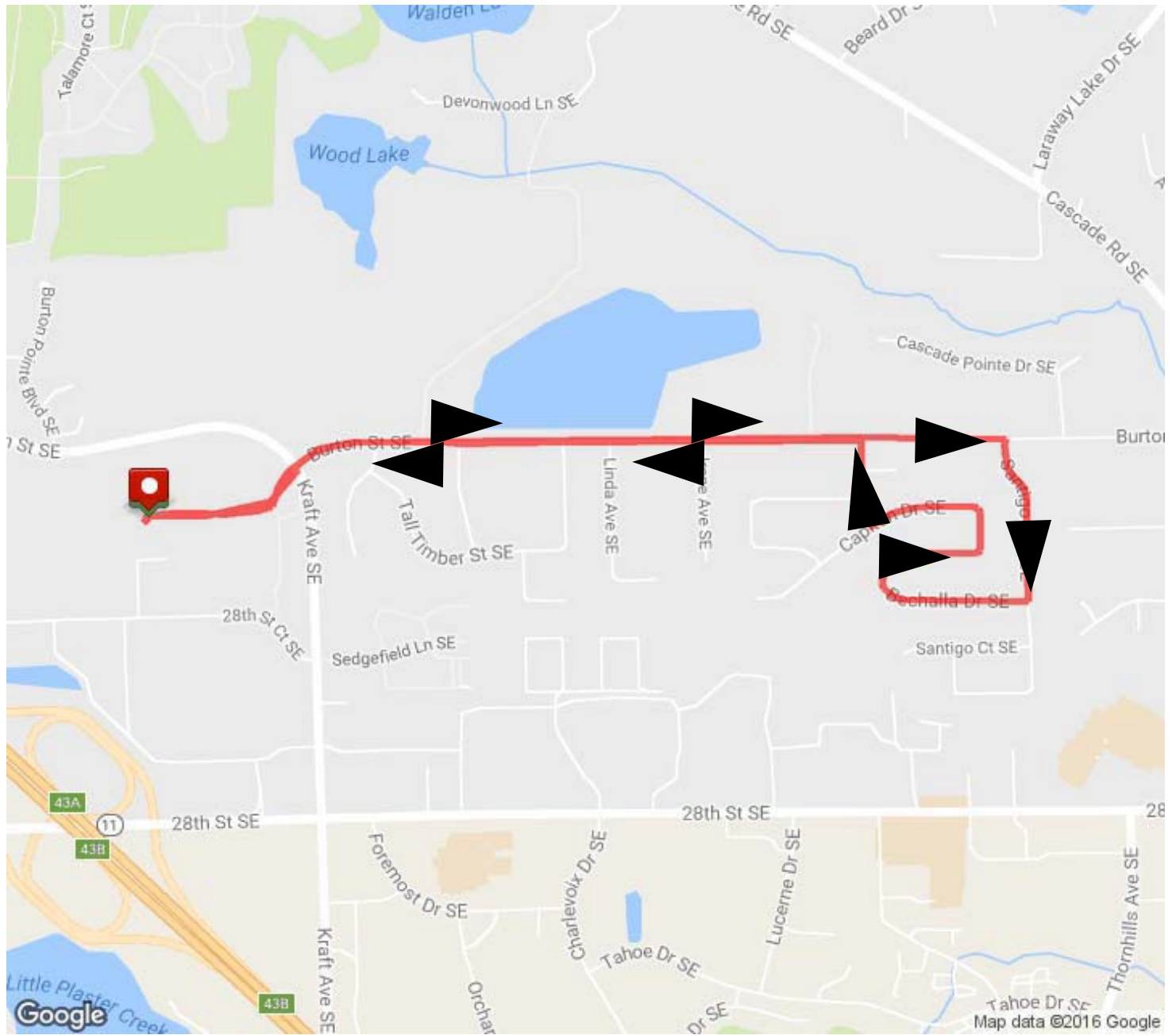
1. Close circuit television notices
2. Email notices

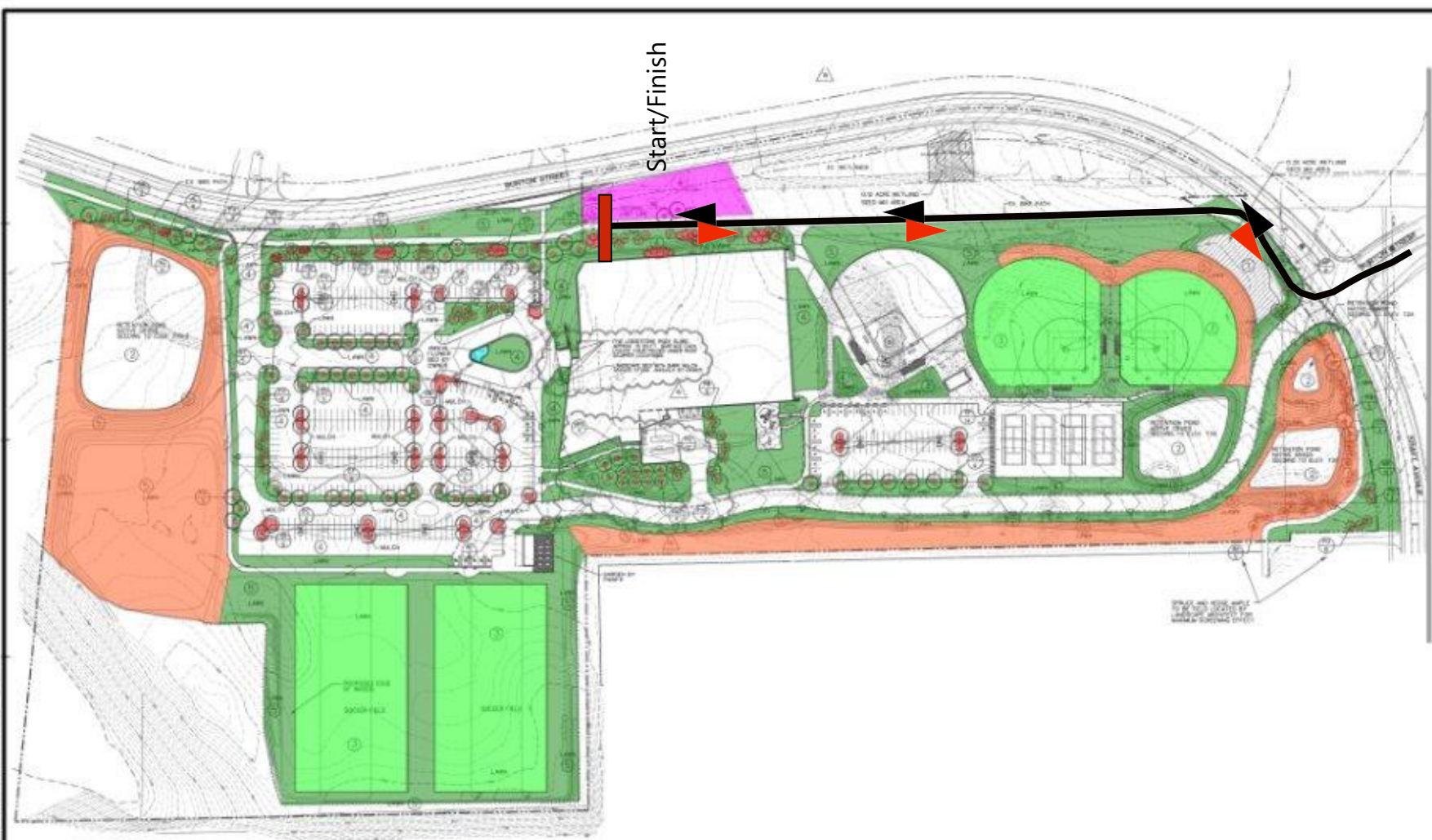
### Day of traffic plans: (see attached **route**)

- Burton closed between 8am and 9am (9:30am at the latest)
- Closing Burton Ave to through traffic at race time. Only traffic allowed to travel will be residential and business related vehicles (landscapers; builders/trades working on homes in the area).
- Officers closing Burton to through traffic and assisting with traffic control:
  - 2 officers at Burton/Kraft intersection, vehicles allowed to proceed north/south on Kraft as gaps in the participants permit. Officers will adjust traffic signals as necessary.
  - 1 officer at Santiago/Burton intersection
  - 2 officers at Burton/San Marie
  - 1 officer Burton/Cascade intersection.
- “Competent Volunteers” (a.k.a., adults) will monitor all intersecting streets along Burton assisting vehicles on exiting/entering neighborhoods
- The residents of Santiago, San Marie egresses will be asked to use Santiago Rd and exit east on Burton if possible.
- All other vehicle movements will be handled on an “as-needed” basis based on runnersafety.

## Route Details:

- Runners/walkers will start/finish on the trail on the north side of the YMCA. This will allow the YMCA drive from Kraft to remain open for vehicle travel before the event. This drive will be closed to exiting vehicle traffic during the event. Members and participants will be required to leave the YMCA only at main entrance on Burton.
- Participants will travel east on the trail crossing Kraft into the east-bound lane on Burton.
- Participants will use the east-bound lane on Burton until reaching Santiago.
- Participants will turn south on Santiago moving clockwise through the neighborhoods using the inner most lane (staying to the inside of the loop)
- **Runners/walkers will then turn west again on Burton using the paved path to return**
- Volunteers will assist walkers with vehicle traffic at all intersections
- Participants will cross Kraft from Burton running a diagonal route to the return on the trail on the north side of the YMCA.
- Officers will remain at intersection of Kraft/Burton to assist walkers crossing to the finish.





Start/Finish

**LEGEND:**

	Mowing
	Mulch Beds & Tree Rings
	Stone Beds & Tree Rings
	Monthly Mowing
	Unfertilized Lawn
	Irrigation Controls
	Park Here
	Special Request
	Annual Flowers

Measured Date:  
11/02/2015  
Measured By:  
LJP

**YMCA - Mary Free Bed**  
Lawn Site Map  
5500 Burton Street SE, Grand Rapids, MI

**DJS LANDSCAPE MANAGEMENT**  
 4700 Lyndale SE, Grand Rapids, MI 49503  
 Phone: 616.998.2000 Fax: 616.998.2008  
 Scale:  
Not to Scale