

AGENDA
Cascade Charter Township Planning Commission
Monday, November 20, 2017
7:00 pm
Cascade Library Wisner Center
2870 Jacksmith Ave. SE

- ARTICLE 1. Call the meeting to order
Record the attendance**
- ARTICLE 2. Pledge of Allegiance to the flag**
- ARTICLE 3. Approve the current Agenda**
- ARTICLE 4. Approve the Minutes of the November 6, 2017 meeting**
- ARTICLE 5. Acknowledge visitors and those wishing to speak to non-agenda items.
(Comments are limited to five minutes per speaker.)**
- ARTICLE 6. Case # 17:3417 Adam Salmon
Public Hearing
Property Address: 6350 Cascade Rd.
Requested Action: The applicant is requesting a Special Use Permit to construct an accessory building in excess of 832 sq ft.**
- ARTICLE 7. Case # 17:3421 Lacks Enterprises
Property Address: 5460 Cascade Rd.
Requested Action: The Applicant is requesting to amend the Golfview P.U.D. to allow short and mid-term lodging building for out of town Lacks employees at the Corporate HQ.**
- ARTICLE 8. Case # 16:3419 Innovative Design, Mark Tomasik
Property Address: 6759 Cascade Rd.
Requested Action: The Applicant is requesting to amend P.U.D. 19 to allow for revised site plan to accommodate the drive thru coffee business for Starbucks.**
- ARTICLE 9. Any other business**
- Discussion of possible sign ordinance amendments.
 - Resolution of support to adopt the Cascade Charter Township capital improvement plan 2018-2023.
- ARTICLE 10. Adjournment**

Meeting Format

1. **Staff Presentation** *Staff report and recommendation*
2. **Project presentation-** *Applicant presentation and explanation of project*
 - a. **PUBLIC HEARINGS**
 - i. **Open Public Hearing.** *Comments are limited to five minutes per speaker; exception may be granted by the chair for representative speakers and applicants*
 - ii. **Close public hearing**
3. **Commission discussion – May ask for clarification from applicant, staff or public**
4. **Commission decision - Options**
 - a. **Table the decision**
 - b. **Deny**
 - c. **Approve**
 - d. **Approve with conditions**
 - e. **Recommendation to Township Board**

MINUTES
Cascade Charter Township
Planning Commission
Monday, November 6, 2017
7:00 P.M.

ARTICLE 1. Vice Chairman Sperla called the meeting to order at 7:00 P.M.
Members Present: Katsma, Johnson, Lewis, Mead, Pennington, Rissi, Robinson and Williams
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 Robinson to approve the Agenda. Supported by Member Rissi. Motion carried 9 to 0.

ARTICLE 4. Approve the Minutes of the October 16, 2017 Meeting.

Motion was made by Member Lewis to approve the Minutes. Supported by Member Johnson. Motion carried 9 to 0.

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

No visitors who were present wished to speak about non-agenda items.

ARTICLE 6. Case #17-3413 First Companies Inc. (Craig Baker)

Property Address: 5570 International Parkway

Requested Action: The Applicant is requesting Site Plan Review for a new 39,520 sq. ft. industrial spec building.

Director Peterson stated that the Applicant is requesting site plan approval to construct a new 39,520 sq. ft. industrial spec building. The building complies with all of the required height, area and setback regulations of the Industrial Zoning.

The Kent County Road Commission ("KCRC") has already approved the access to the site. This includes an access on both Lacks Industrial Drive and Kraft Avenue. When the driveway permit is issued, an address will be assigned by the KCRC.

The site plan has been reviewed and approved by the Fire Department.

The site plan has been reviewed and approved by the Township Engineer.

Drainage from the site is being accommodated by the regional detention system which is under the jurisdiction of the Kent County Drain Commission ("KCDC"). This has already been approved by the KCDC.

The Gerald R. Ford Airport staff has been made aware of the project and has indicated only the need for construction permits.

The project has also received approval from the Meadowbrooke Association.

Director Peterson recommends Site Plan approval for the 39,520 sq. ft. industrial spec building under the following conditions:

1. Compliance with the Township Engineer Report; and
2. Record the storm water maintenance agreement.

Chairman Sperla asked the Applicant to come forward with any comments.

Applicant chose not to come forward with any comments.

Motion was made by Member Rissi to approve the Site Plan for a new 39,520 sq. ft. industrial spec building, with the conditions listed by Director Peterson above. Supported by Member Robinson. Motion carried 9 to 0.

ARTICLE 7. Any other business

• Discussion of possible sign ordinance amendments

Director Peterson stated that in response to comments heard from businesses and in community surveys, as well as the recent Supreme Court decision regarding the need to address the regulation of signs on a content neutral basis, staff has conducted a series of meetings with business/property owners to discuss amendments to the sign ordinance. Director Peterson distributed copies of the proposed changes and asked the Planning Commission members to study and consider all changes. Once comfortable with the draft, a public hearing would be held before making a recommendation to the Township Board.

Ken Carey, 2929 Thornapple River Dr, commented that it was a good idea to update the sign ordinance given the changes in the way business is done now.

ARTICLE 8. Adjournment

Motion was made by Member Mead to adjourn. Supported by Member Rissi. Motion carried 9 to 0. The meeting was adjourned at 7:40 p.m.

Respectfully submitted,
Scott Rissi, Secretary

STAFF REPORT: Case # 17-3417
REPORT DATE: November 10, 2017
PREPARED FOR: Cascade Charter Township Planning Commission
MEETING DATE: November 20, 2017
PREPARED BY: Steve Peterson, Community Development Director

APPLICANT:
Alan Salmon
6350 Cascade Rd
Cascade MI 49546

STATUS

OF APPLICANT: Property Owner

REQUESTED ACTION: The applicant is requesting a Special Use Permit to construct an accessory building in excess of 832 sq ft.

**EXISTING ZONING OF
SUBJECT PARCEL(S):** R1

GENERAL LOCATION: South side of Cascade Rd on small private drive across from Laraway Lake Dr.

PARCEL SIZE: Approximately 4.6 acre.

**EXISTING LAND USE
ON THE PROPERTY:** Residential

**ADJACENT AREA
LAND USES:** Residential

**ZONING ON
ADJOINING PARCELS:** R1

STAFF COMMENTS:

1. The applicant is requesting permission to construct a 30' x 48' accessory building (1,440 sq ft). The building will be under 14 feet tall as measured to the midpoint. This requires a minimum of a 10 foot setback from the side and 25 feet from the rear property lines. The applicant shows the nearest setback of 45 feet to the side property line.
2. They have indicated that they want the building for storage of lumber, tractor and sawmill. They should be made aware that they cannot run a business from the building.
3. With more than 3 acres they are allowed to have two accessory buildings. They already have two but will be removing the small building in the southwest corner of the property.
4. The building is planned to be to have metal siding and metal roofing. While this is a little unusual for the residential zone, this is not a typical subdivision where it would be out of character.
5. A review of past accessory building in the R1 zone on lots of similar size shows that this building is larger than most given the size of the home..
6. Any outdoor lighting will have to meet our standards, requiring it to be shielded and downcast or at a level that is exempted.
7. It should be noted that accessory buildings cannot be used for living space or to run a business.

Upon review of a Type I Special Use Permit for an accessory building, Section 17.03(1)(a) of the Zoning Ordinance requires the Planning Commission to consider several factors. I have listed those items for your consideration followed by my comments for each.

<i>Factors</i>	<i>Comments</i>
The intended use of the building.	storage
The proposed location, type and kind of construction and general architectural character of the building.	The garage will be of similar materials to others in the area.
The size of the building in relation to the	The property is about 4.6 acres. The

house, lot and zoning district.	home has approximately 1,300 sq. ft. of finished living space.
The type and kind of principal and accessory buildings and structures located on properties which are adjoining and in the general area.	There are a few other detached buildings in the immediate area. This size is inconsistent with others of similar size in the Township.
The topography and vegetation in the area.	wooded
Whether the proposed building will affect the light and air circulation of any adjoining properties.	No impact
Whether the proposed building will adversely affect the view of any adjoining property owner or occupant.	The most impacted home will be the home to the west.
Points of access to the proposed building and their relationship to adjoining properties and the view from the adjacent streets.	No new access to the street will be created.

STAFF RECOMMENDATION

I would recommend that you reduce the size of the building to no more than 1,200 sq ft. due to the size of home that is on the property this is a large building.

1. The building is not used for living space or to run a business.
2. Any outdoor lighting meets our regulations.

Attachments: Application package



6350 Cascade Rd

DEVONWOOD LN

DONNEGA L DONNEGA CT

LAKEMAY LAKE DR

GRACIER DR

MOUNTAIN ASH DR

VENTURA DR

DIANE WOODS DR

ROCKE FETTERLY

EMER LN

RED ANCH

ROCKWOOD LN

THORNAPPLE HOLLOW DR

NANTHORE RD DR

SUNCLAYME WAY

HIDDEN RIDGE DR

RED BUD LN

THORNAPPLE PARK DR

HINDCREST ST

MOORING HEIGHTS CT

OAK BROOK ST

OAK BROOK ST

CLIFFTOP SPRING DR

LANCASHIRE DR

FERBER BROOK DR

WILLOWBROOK DR

LINE HOLLOW DR

THE LEXIA

DAVIDSON CT

COMPTON DR

ALATON ST

WALLEN ST

CLAYTON CT

SEDOEFIELD RD

CHATHAM WOODS DR

NEIDER DR

OLD MILL RUN ST

CHARLEVOK WOODS CT

BURTON ST

DELCROIX DR

ANTHONY DR

LA LAGUNA CT

BIRCHMOUNT DR

SANTRO CT

MACELLAN DR

CASCADE PLAZA DR

WENDELL ST

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CASCADÉ CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7140

PLANNING & ZONING APPLICATION

APPLICANT:

Name: ALAN SALMON

Address: 6350 CASCADE RD

City & Zip Code: GR 49546

Telephone: 616-443-8188

Email Address: amsalmon@comcast.net

Mail to Here

OWNER: * (if different from Applicant)

Name: _____

Address: _____

City & Zip Code: _____

Telephone: _____

Email Address: _____

NATURE OF THE REQUEST: (Please check the appropriate box or boxes)

- | | | | |
|-------------------------------------|-----------------------------|--------------------------|---------------------------------|
| <input type="checkbox"/> | Administrative Appeal | <input type="checkbox"/> | Administrative Site Plan Review |
| <input type="checkbox"/> | Deferred Parking | <input type="checkbox"/> | P.U.D. – Rezoning * |
| <input type="checkbox"/> | P.U.D. – Site Condominium * | <input type="checkbox"/> | Rezoning |
| <input type="checkbox"/> | Site Plan Review * | <input type="checkbox"/> | Sign Variance |
| <input checked="" type="checkbox"/> | Special Use Permit | <input type="checkbox"/> | Subdivision Plat Review * |
| <input type="checkbox"/> | Zoning Variance | <input type="checkbox"/> | Other: _____ * |

** Requires an initial submission of 5 copies of the completed site plan*

BRIEFLY DESCRIBE YOUR REQUEST:**

REMOVAL OF EXISTING POLE BARN & CONSTRUCTION OF A NEW LARGER ONE

(Use Attachments if Necessary)**

-SEE OTHER SIDE-

Assessing
949-6176

Building
949-3765

Buildings & Grounds
682-4836

Clerk
949-1508

Fire
949-1320

Manager
949-1500

Planning
949-0224

Treasurer
949-6944

LEGAL DESCRIPTION OF PROPERTY**:

SEE ATTACHED

(**Use Attachments if Necessary)

PERMANENT PARCEL (TAX) NUMBER: 41-19 -08-235-004

ADDRESS OF PROPERTY: 6350 CASCADE RD, SE

PRESENT USE OF THE PROPERTY: RESIDENCE

NAME(S) & ADDRESS(ES) OF ALL OTHER PERSONS, CORPORATIONS, OR FIRMS HAVING A LEGAL OR EQUITABLE INTEREST IN THE PROPERTY:

Name(s)

Address(es)

MERCANTILE BANK

310 LEONARD ST, NW

G.R. 49504

SIGNATURES

I (we) the undersigned certify that the information contained on this application form and the required documents attached hereto are to the best of my (our) knowledge true and accurate. I (we) also agree to reimburse the Cascade Charter Township for all costs, including consultant costs, to review this request in a timely manner. I (we) understand that these costs may also include administrative reviews which may occur after the Township has taken action on my (our) request.

I (we) the undersigned also acknowledge that the proposed project does not violate any known property restrictions (i.e. plat restrictions, deed restrictions, covenants, etc.)

A.M. SALMON

Owner - Print or Type Name (*If different from Applicant)

[Signature] 10/18/17

Owner's Signature & Date (*If different from Applicant)

A.M. SALMON

Applicant - Print or Type Name

[Signature] 10/18/17

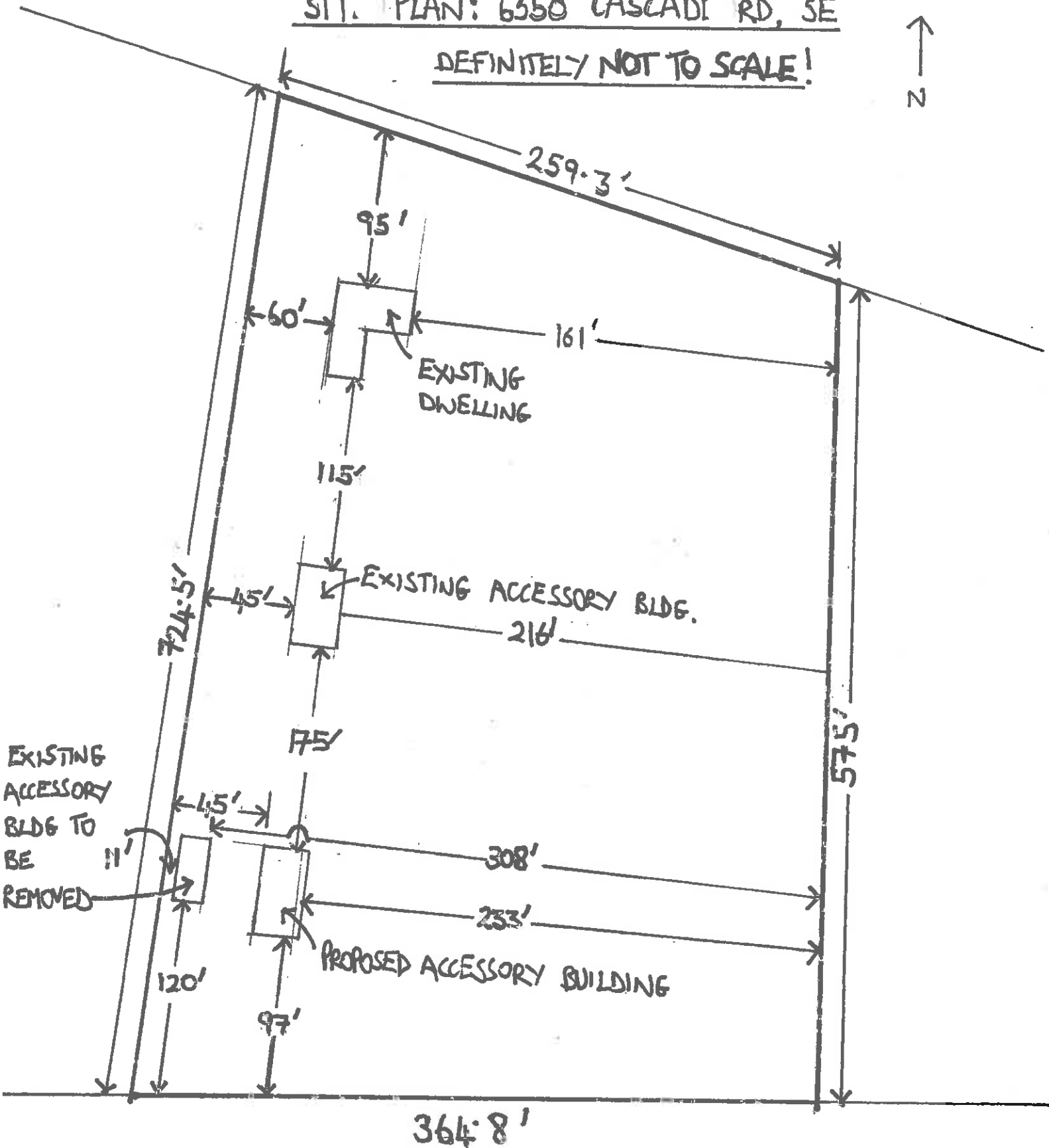
Applicant's Signature & Date

PLEASE ATTACH ALL REQUIRED DOCUMENTS NOTED IN THE PROCESS REVIEW SHEET - THANK YOU

Rev. 7/24/14

SIT. PLAN: 6350 CASCADE RD, SE

DEFINITELY NOT TO SCALE!





Kent County Parcel Viewer

Help



BASIC POLE BARN DIAGRAM

NAME Alan Salmon

ADDRESS _____

CONTRACTOR _____

MANUFACTURING TRUSS DIAGRAM _____

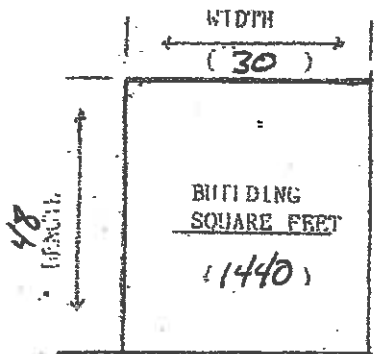
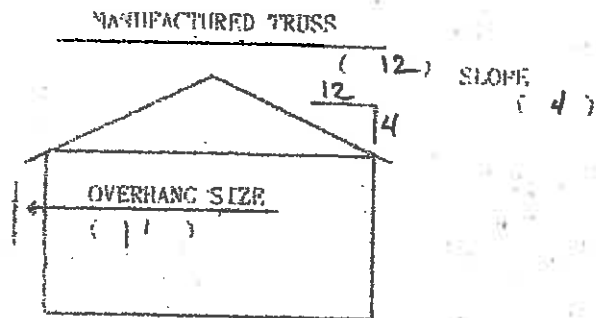
SHOW LOADS 35#

ROOF MATERIALS 29 gauge Steel

ELECTRIC YES NO

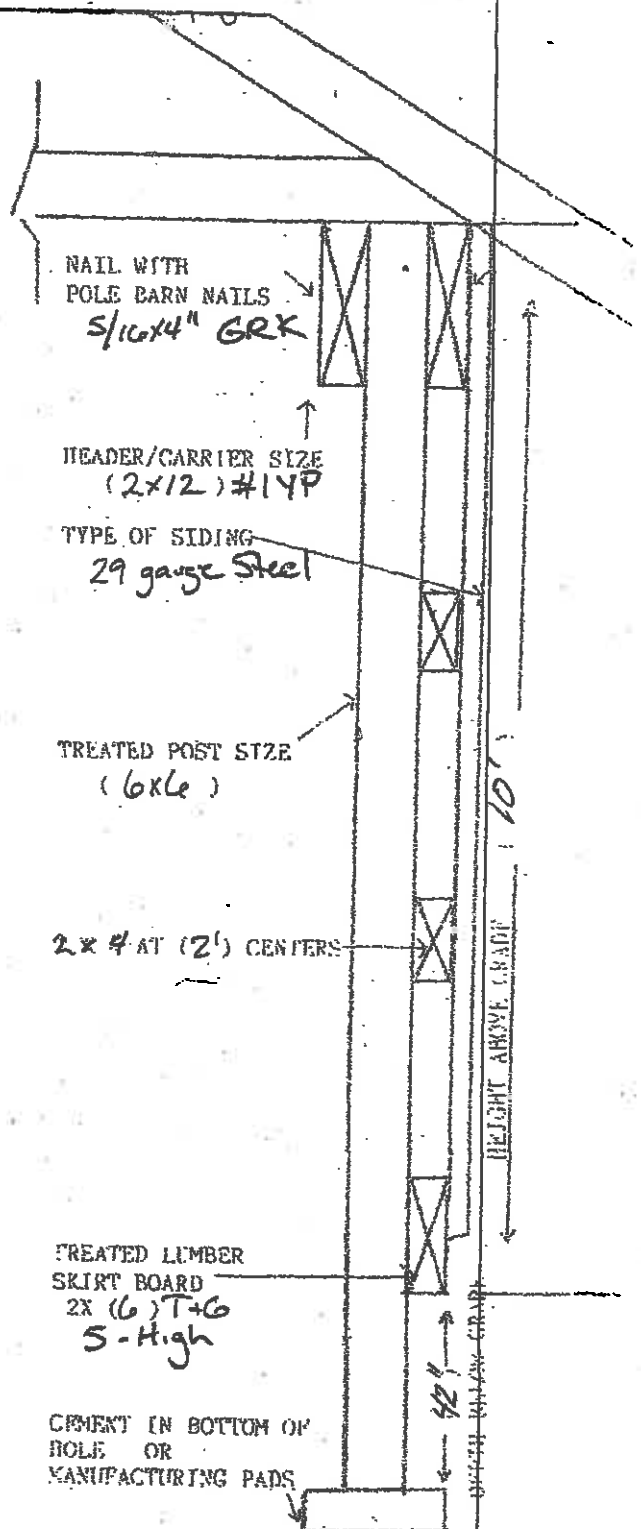
SHOW DOOR, WINDOW SIZE, AND LOCATION ON DIAGRAM BELOW

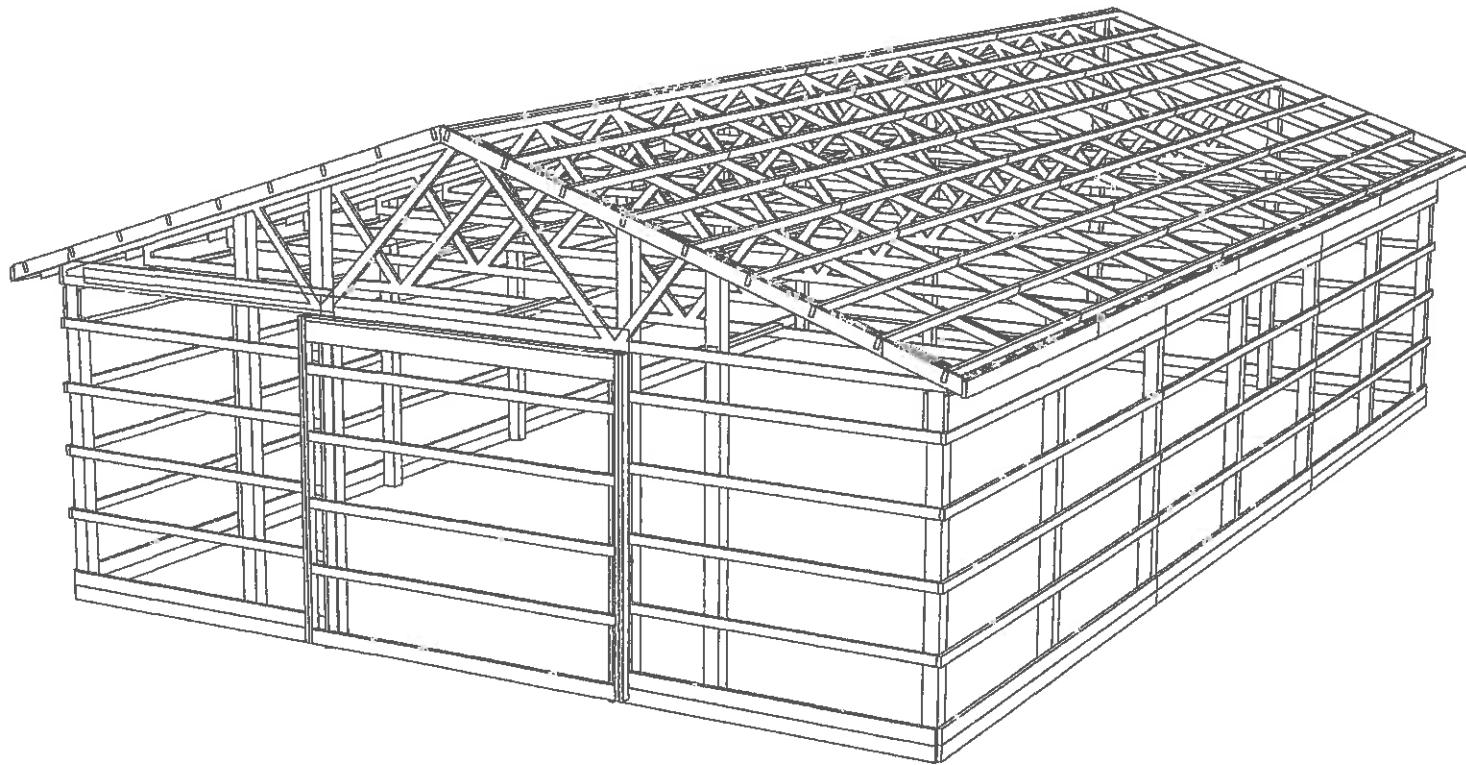
FILL IN ALL BRACKETS



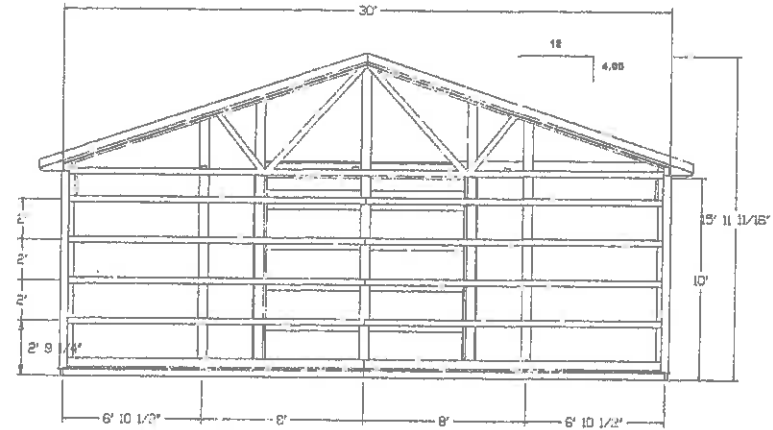
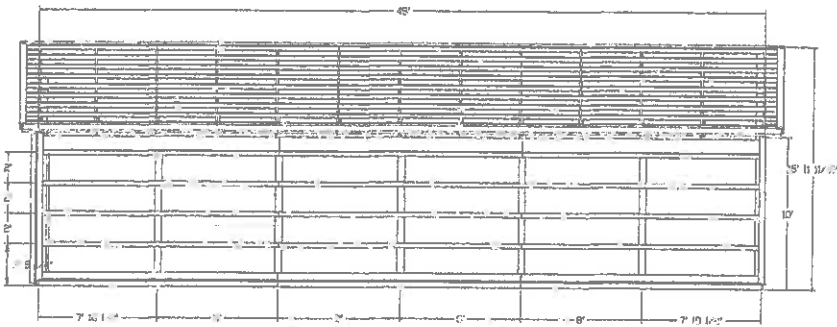
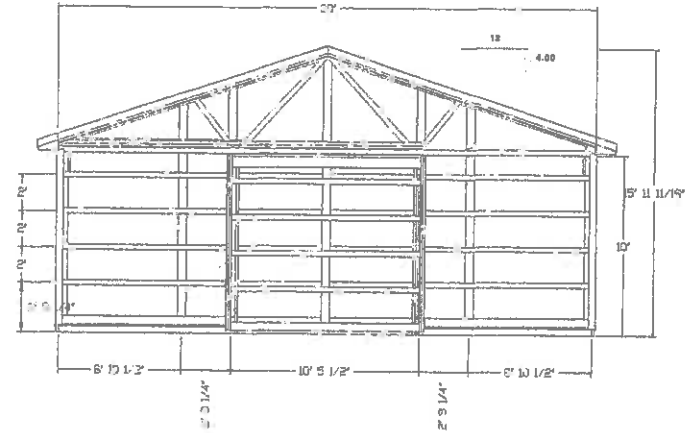
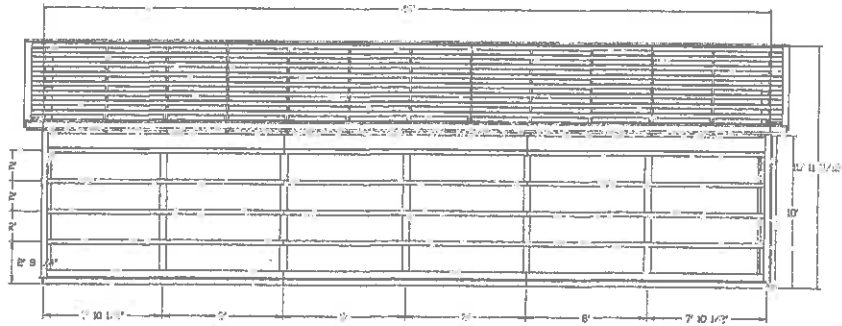
POST LOCATION

SIZE OF POST





	PROJECT:	Carter Lumber	PROJECT NUMBER:
SCALE: NTS	CUSTOMER --		
DATE: Tuesday, September 19, 2017			SHEET NUMBER:
BY:		(518)885-5311	



4 Elevations

SCALE: 1/4" : 1"

DATE: Tuesday, September 19, 2017

BY:

PROJECT:

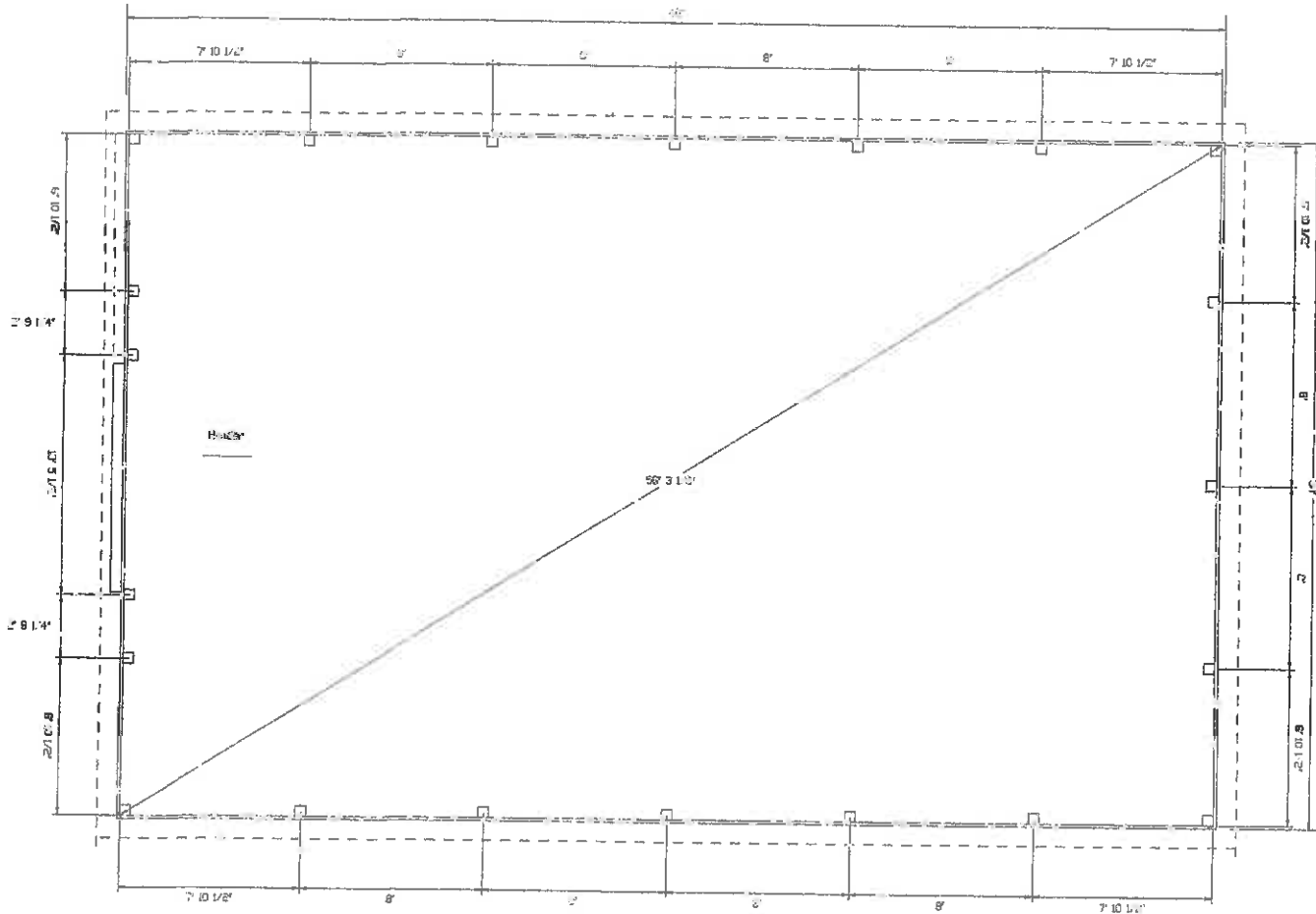
CUSTOMER --

Carter Lumber

(518)885-5311

PROJECT NUMBER:

SHEET NUMBER:



Plan View	PROJECT:	Carter Lumber	PROJECT NUMBER:
SCALE: NTS	CUSTOMER --		SHEET NUMBER:
DATE: Tuesday, September 19, 2017		(518)885-5311	
BY:			

STAFF REPORT

TO: Cascade Charter Township Planning Commission
FROM: Steve Peterson, Community Development Director
REPORT DATE: November 13, 2017
MEETING DATE: November 20, 2017
CASE: #17-3421/Lacks HQ

GENERAL INFORMATION

- A. **Applicant:** Lacks Enterprises
- B. **Status of Applicant:** Owner

- C. **General Location:** South side of Cascade Rd ¼ mile south of Hall St.

- D. **Requested Action:** Amend the Golfview P.U.D. to allow short and mid-term lodging building for out of town Lacks employees at the Corporate HQ.

- E. **Existing Zoning on Subject Parcels:** Golfview P.U.D.

- F. **Zoning on Adjoining Parcels:**
 - N – R1
 - S – Golfview PUD
 - E – Watermark PUD
 - W – Golfview PUD

- G. **Parcel Size:** Approximately 4.3 acres

- H. **Existing Land Use on Subject Parcel:** Lacks Corporate Head Quarters

- I. **Adjacent Area Land Uses:**
 - North - Residential
 - East - Office
 - South - Office
 - West - Office

STAFF ANALYSIS

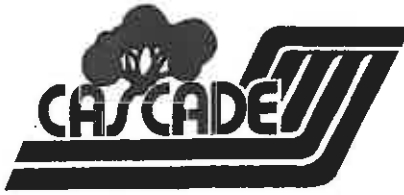
- A. The applicant is requesting Basic Plan Review in order to add a short and mid-term lodging for their out of town employees at 5460 Cascade rd.
- B. The project would consist of an approximate 4,300 sqft building and would have 6 apartments. The building would be physically separate from any other building but would be on the same property as the corporate HQ building.
- C. They have indicated that this would only be used for their employees. Currently they have staff from out of town stay at surrounding hotels for extended stays.
- D. The property is part of the larger Golfview PUD that has restrictions on the size of the buildings. The most recent amended to the project allowed for the expansion of the corporate HQ building but did not have a provision for this additional building.
- E. The Golfview PUD has a complicated history of give and take and has now been completely developed. Some of the concerns relative towards amount of development had to do with the amount of traffic that would be generated by the new development. The thought was to have a mix of uses that would allow for traffic to be distributed at different times as well as limit the "9-5 office traffic" by limiting the amount of office that could be developed.
- F. The PUD also tried to adhere to the Cascade Rd corridor study from the mid 90's. The intent in part of this corridor plan was to have the buildings look more residential from the road. However, in this case they would actually be putting up a residential building.
- G. The location of the building would sit behind (and lower) than the existing HQ building. This would make it difficult to see from Cascade Rd. the applicant has provided a couple of elevation drawings but I would suggest that they provide a couple of rendering to show what the building would actually look like form Cascade Rd.
- H. The original approved plan for Golfview did include an additional 10,000 sq ft building just to the west of the proposed site. This building was eliminated as part of a trade off with the original developer when he could not remove the billboard as originally required.
- I. Since the development of Golfview PUD, Cascade Rd has been improved to include a center turn lane at the entrance
- J. The current Master Plan designation for this property is Mixed Use. This designation is a reflection of the uses that are already there. This project does not change that and would not be inconsistent with the master plan. It is actually adding a residential use to the project.
- K. I do not believe there is a reason to require a traffic study given the relative small scope of the project.
- L. The applicant has indicated that the storm water from the site will be addressed and improved to comply with our storm water ordinance.
- M. The applicant has submitted this package as required by Section 16.05 (2) of the Zoning Ordinance for Basic Plan Review.

- N. If you find that all of the procedural information has been provided, this application should proceed to a public hearing and consideration of a Preliminary Development Plan. It will be at that stage of the review process that the *merits* of the request will be considered and the detailed site plans will be required and reviewed.

Before proceeding to the Preliminary Development plan review (Public Hearing), I would recommend that the applicant address the following:

1. Have the applicant provide the required site plan information.
2. Revise the site plan to include the necessary storm water information.
3. Provide a rendering to show what the new building would look like from Cascade Rd.

Attachments: Application
 Site plan
 Master plan excerpts
 Golfview PUD ordinance
 Cascade Rd corridor plan



CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7140

PLANNING & ZONING APPLICATION

APPLICANT: Name: LACKS ENTERPRISES (PATRICK KNIGHT II)
Address: 5460 CASCADE RD
City & Zip Code: Grand Rapids MI, 49546
Telephone: 616 560-6293
Email Address: P.M. Knight @ LACKSENTERPRISES.COM

OWNER: * (If different from Applicant)

Name: _____
Address: _____
City & Zip Code: _____
Telephone: _____
Email Address: _____

NATURE OF THE REQUEST: (Please check the appropriate box or boxes)

- | | |
|--|--|
| <input type="checkbox"/> Administrative Appeal | <input type="checkbox"/> Administrative Site Plan Review |
| <input type="checkbox"/> Deferred Parking | <input type="checkbox"/> P.U.D. - Rezoning * |
| <input type="checkbox"/> P.U.D. - Site Condominium * | <input type="checkbox"/> Rezoning |
| <input type="checkbox"/> Site Plan Review * | <input type="checkbox"/> Sign Variance |
| <input type="checkbox"/> Special Use Permit | <input type="checkbox"/> Subdivision Plat Review * |
| <input type="checkbox"/> Zoning Variance | <input checked="" type="checkbox"/> Other: <u>PUD</u> * |
| | <u>Planning Ammendment</u> |

*** Requires an initial submission of 5 copies of the completed site plan**

BRIEFLY DESCRIBE YOUR REQUEST:**

(Use Attachments if Necessary)**

-SEE OTHER SIDE-

Assessing
949-6176

Building
949-3765

Buildings & Grounds
682-4836

Clerk
949-1508

Fire
949-1320

Manager
949-1500

Planning
949-0224

Treasurer
949-6944

LEGAL DESCRIPTION OF PROPERTY:**

SEE Attachments

(**Use Attachments if Necessary)

PERMANENT PARCEL (TAX) NUMBER: 41-19

ADDRESS OF PROPERTY: _____

PRESENT USE OF THE PROPERTY: _____

NAME(S) & ADDRESS(ES) OF ALL OTHER PERSONS, CORPORATIONS, OR FIRMS HAVING A LEGAL OR EQUITABLE INTEREST IN THE PROPERTY:

Name(s)

Address(es)

Patrick Knight II

SIGNATURES

I (we) the undersigned certify that the information contained on this application form and the required documents attached hereto are to the best of my (our) knowledge true and accurate. I (we) also agree to reimburse the Cascade Charter Township for all costs, including consultant costs, to review this request in a timely manner. I (we) understand that these costs may also include administrative reviews which may occur after the Township has taken action on my (our) request.

I (we) the undersigned also acknowledge that the proposed project does not violate any known property restrictions (i.e. plat restrictions, deed restrictions, covenants, etc.)

Owner – Print or Type Name
(*If different from Applicant)

Patrick KNIGHT II
Applicant – Print or Type Name

* _____
Owner's Signature & Date
(*If different from Applicant)

[Signature]
Applicant's Signature & Date

PLEASE ATTACH ALL REQUIRED DOCUMENTS NOTED IN THE PROCESS REVIEW SHEET – THANK YOU

Rev. 7/24/14

LACKS HOSPITALITY INN

This new facility will function for short and mid-term logging of our out of town employees, especially the corporate sales groups. Facility will also benefit prospective top management recruits and their families during the extended interview process. The location of the Lacks Hospitality Inn, within the campus of the Corporate Headquarters, reduces travel and provides services such as meeting rooms, meals at the Corporate Cafe and exercise equipment.

Patrick M. Knight II

Lacks Enterprises

Facilities Engineering

616-560-6293 CELL

616-554-7836 OFFICE

616-554-1514 FAX

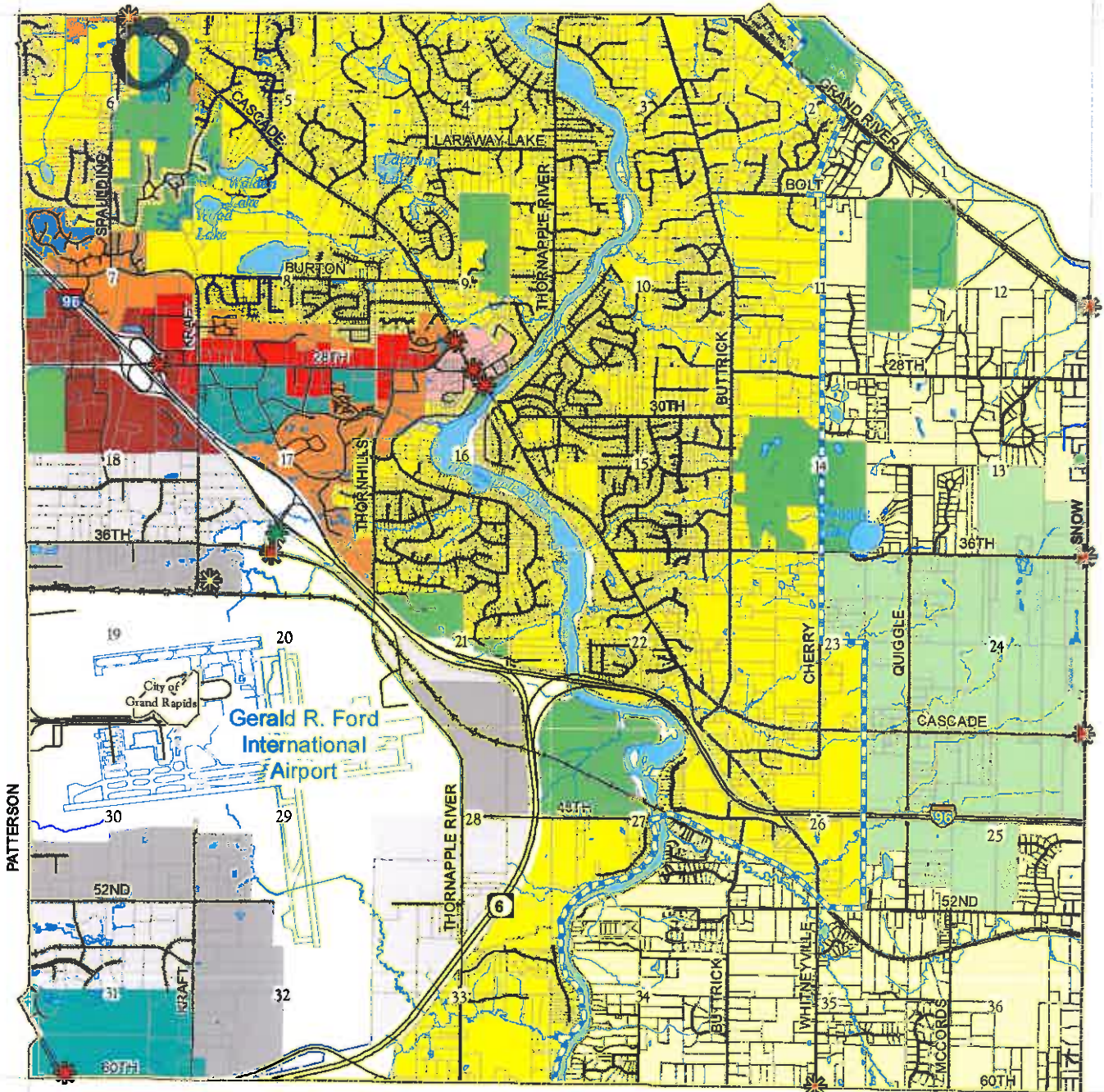
PM.Knight@LacksEnterprises.com

Ada Twp

City of Kentwood

Lowell Twp

Caledonia Twp



Cascade Charter Township

Kent County, Michigan

Map 15 Future Land Use

Legend

- Gateway Feature
- Park 'n' Ride
- Rail Station
- Utility Service Area
- Farmland Preservation
- Rural Residential
- Suburban Residential
- Community Residential
- Village Commercial
- General Commercial
- Highway Commercial
- Mixed Use
- Heavy Industrial
- Light Industrial
- Community Facility / Golf Course



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 This map is not intended to be a legal document. It is intended to serve as a general representation of future land use on the map. It is not intended to be used for any other purpose, and should be used through other means. Any use of this map should be subject to public review and the Board of Zoning Appeals. No part of this map is to be used for any other purpose.

Williams & Works
 Planning & Zoning Consultants

616.221.2200 phone • 616.221.1881 fax
 140 Ottawa Avenue NW • Grand Rapids, MI 49503

April 22, 2009

category. The Township hopes that the highway commercial area is served by mass transit in the future.



MIXED USE

Description and Desired Uses: The mixed use land use is intended to provide for offices, light industrial, townhome and other types of attached residential development, and retail/commercial uses. The intent is to allow for uses in a master-planned project, giving a greater potential for walkable neighborhoods. Mixed use residential areas are especially desirable where future mass transportation can serve the area.

Location: The mixed use land use category is planned for the northern portion of Centennial Park, the southern portion of Meadowbrooke and along the already developed office park on Cascade Road.

Densities: Within the mixed use category, residential densities would be 6-8 dwelling units to the acre. Density bonuses may be available for development that incorporates certain green/eco-friendly building technologies at the time of site plan review and approval. Building heights would be the lesser of 40' or 3 stories where surrounding uses and buildings are of comparable heights; however, along Cascade Road where the mixed use area is already developed, existing building heights would remain unchanged.

HEAVY INDUSTRIAL

Description and Desired Uses: This land use designation is intended to provide employment for area residents, manufacture goods and provide services to meet the needs of the larger West Michigan Region. Facilities will be developed with appropriate utility and transportation connections and in harmony with the area's natural features. Industrial uses may include warehousing, manufacturing and assembly, mini-storage, contractor's offices and yards, and shipping facilities. In the vicinity of the airport, industrial land uses should be compatible with the airport and aviation requirements. The Township supports industrial uses near the airport having direct access to the airport property to facilitate greater interconnectedness, growth of transportation-related industry, and limit off-site vehicular movement/trips. Truck traffic leaving industrial land uses will be directed efficiently to regional arterials without traversing residential areas. Landscape credits, credits for energy efficient design, or other types of credits may be offered that may reduce the current front yard setback requirements, landscaping requirements, and/or lot area requirements.

Cascade Road Land Uses

Residential

The land use classification along Cascade Road did not change significantly. The entire north side of Cascade Road, within the Study Area, remains classified as "Low Density Residential", which allows single family homes at a density of one (1.0) dwelling unit per acre.

Along the south side of Cascade Road, from the southern Study Area limits (Forest Shores Drive) to the eastern border of the Forest Hills Golf Club, the land remained classified as "Low Density Residential", allowing one (1.0) dwelling unit per acre.

The remaining land south of Cascade Road has been changed to the new "Medium Low Density" designation, permitting a maximum residential density of 1.5 dwelling units per acre.

The approved Forest Hills Golf Course site plan conforms to the "Medium Low Density" land use category. The Lacks Industries property, which was previously classified as "Low Density Residential", was changed to "Medium Low Density Residential". Since Lacks is an existing non-conforming use, this was more of a "housekeeping" change to have a "cleaner" land use map.

Office

The entire length of Cascade Road within the Study Area has been placed into one of the residential land use classifications. However, office development will be considered along Cascade Road where it can be assured that specific site standards are met.

For office development to be considered, an applicant would have to proceed through the PUD rezoning process. This will assure that the

proposed project conforms with the office design standards and is compatible with adjacent land uses. The following section provides a description and explanation of each of the adopted office development standards.

Office development standards

For the standards described below, the rationale supporting them was derived, in part, from the results of the citizen opinion surveys. Most respondents expressed that office development may be allowed along Cascade road as long as it is small in scale and mass and in keeping with the residential character of the area. Other factors that influenced these standards included the location of high voltage transmission towers, existing manufacturing and office facilities, topography, soils, and traffic volumes on Cascade Road. The following standards have been adopted in an attempt to control the location, appearance and style of office development.

♦ 2 Acre Minimum Lot Size

This requirement stems from the Zoning Ordinance which requires that a parcel of property be at least two acres in size before it is eligible to be rezoned to a Planned Unit Development (PUD). Since any proposed office buildings must proceed through the PUD rezoning process, it is appropriate to require the same minimum lot size. In addition, a parcel of this size will allow for a smaller scale office building while providing adequate room for the landscaping, parking, and driveway access.

♦ Maximum Building Size of 10,000 square feet.

The requirement for a maximum building size of 10,000 square feet is in response to the preference of township residents to see smaller scale office buildings along this portion of

Cascade Road. The maximum building size includes all areas within the walls. For example, a two story office building with 5,000 square feet on each floor would be at its maximum square foot allotment. A building of this size, in conjunction with the other design standards, would retain the residential character in the area.

◆ *Sloped or pitched roof*

Any new office building should be constructed with an actual sloped or pitched roof. The use of mansard or flat roofs is discouraged. This will create the appearance of a residential structure while discouraging the look of larger, more massive office building usually found in an office park setting. The exact slope or pitch of the roof will be considered during the PUD rezoning process.

◆ *Owner-occupy at least 50% of Building*

The requirement that the owner occupy at least 50% of the building is intended to discourage the development of speculative office buildings that could potentially sit vacant for long periods of time. With the owner utilizing at least half of the leasable area for offices, the remaining portion (which would be 5,000 square feet at most), could be available for absorption in the office leasing market.

◆ *Parking Behind Front Yard Setback*

In order to prohibit the construction of parking areas between Cascade Road and any proposed office building, parking within the front yard setback is discouraged. All parking areas should be located in either the side or rear yards of the parcels. When viewed from the road, it will appear as a residential setting, as opposed to a commercial strip with large parking lots in the front yards.

◆ *Maximum Building Height of 25 feet*

This standard stems from the requirements of the B1, Village Business zoning district where the maximum building height is 25 feet. It allows new office buildings to construct two floors if desired, but maintains a smaller structure that can be designed to be compatible with adjacent land uses.

◆ *Increased landscaping.*

Landscaping will be reviewed on a case by case basis for any new office development along Cascade Road. Factors that will be considered when determining the required landscaping will be topography, neighboring land uses, distance from the road, and existing vegetation. All landscaping will be performance based: more plantings will be required in cases where it is needed the most (such as adjacent to a residence), and less dense landscaping will be required when an adjacent use is more compatible (such as a neighboring office building). Regardless, the landscaping will be addressed in detail during the PUD rezoning process.

◆ *Low profile, monument signs with no lighting.*

Freestanding signs are intended to be constructed in a low profile, monument style. This will prevent the installation of larger pole signs that are often found in commercialized areas. It will also prevent the visual clutter produced by numerous signs of various heights and sizes. In addition, signs shall not be lighted in any manner, assuring that the corridor will not have the appearance of a commercial strip once the sun sets.

♦ *Controlled access to site*

This standard is intended to take several issues into consideration when planning access to a site. It is desired, where possible, that driveways be shared between property owners. The standard is not, however, intended to encourage the development of frontage roads along Cascade Road. The spacing of driveways along Cascade Road should be maintained at adequate distances from one another. When conditions warrant, the use of directed turning movements (e.g. right-turn in, right-turn out only) will be encouraged for driveways. These measures are intended to provide a safer means of ingress and egress to individual properties along a road with a 55 mile an hour speed limit in place.

Conclusion

As the preceding sections of this report demonstrate, countless hours of research, analysis, public input, and consideration went into preparing the Cascade Road / Spaulding Avenue Planning District Study. Although the amendments to the General Development Plan resulting from this process seem minimal, they are reflective of trends occurring within the Study Area, and township-wide. More importantly, this planning process allowed the Planning Commission and Planning Department the opportunity to focus on the Study Area and revisit decisions regarding developments that were previously made. Decisions will now be made with more confidence when an applicant requests a development approval on property located in this area of the township.

BENCHMARKS

ELEVATION 747.93
 CIRCLED SQUARE ON THE TOP EAST SIDE OF AN 18"
 CONC LIGHT POLE BASE LOCATED AT THE NORTHEAST
 CORNER OF ARBRIETUM DRIVE & ARBRIETUM DRIVE

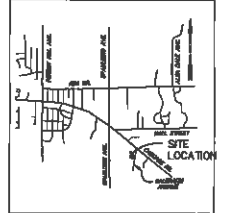
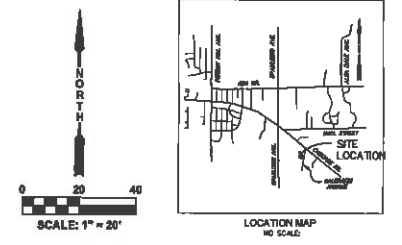
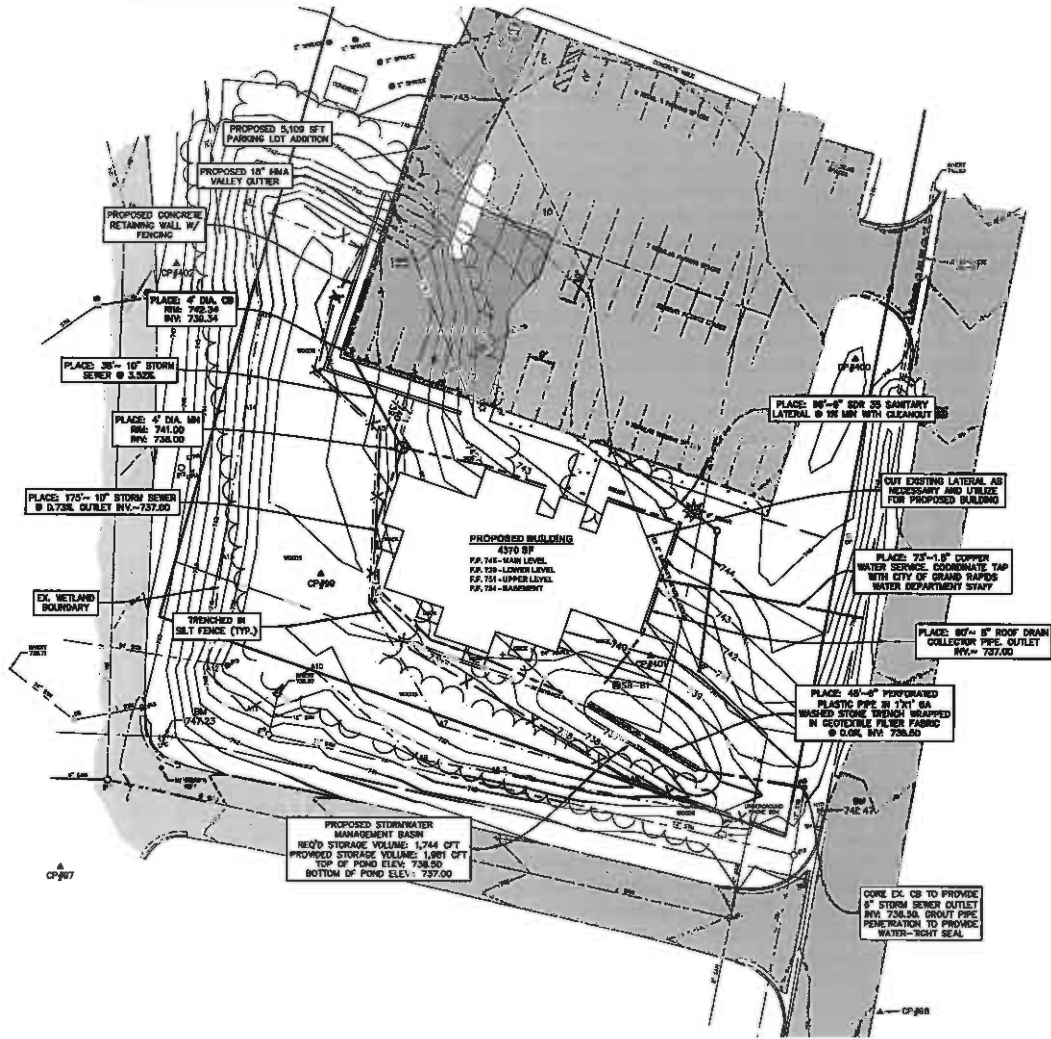
ELEVATION 749.47
 TOP OF BOLT UNDER "E" OF "B.M." ON TOP FLANGE
 OF FIRE HYDRANT LOCATED 42' NORTH
 OF ARBRIETUM DRIVE & 20' WEST OF GALBRAITH
 AVENUE

CONTROL POINTS

CP#1 N 2358.4530 E 1385.8510 ELEV 748.50	CP#2 N 2358.4530 E 1385.8510 ELEV 748.50	CP#3 N 2358.4530 E 1385.8510 ELEV 748.50	CP#4 N 2358.4530 E 1385.8510 ELEV 748.50	CP#5 N 2358.4530 E 1385.8510 ELEV 748.50	CP#6 N 2358.4530 E 1385.8510 ELEV 748.50
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EXISTING UNDERGROUND UTILITY DATA

SANITARY 4" DIA R/W 748.75 6" DIA 1" IN 748.52 8" DIA 1" IN 748.42 2" DIA R/W 4" DIA PRECAST STRUCTURE	STORM 4" DIA R/W 748.75 6" DIA 1" IN 748.52 8" DIA 1" IN 748.42 2" DIA R/W 4" DIA PRECAST STRUCTURE	SANITARY 4" DIA R/W 748.75 6" DIA 1" IN 748.52 8" DIA 1" IN 748.42 2" DIA R/W 4" DIA PRECAST STRUCTURE	STORM 4" DIA R/W 748.75 6" DIA 1" IN 748.52 8" DIA 1" IN 748.42 2" DIA R/W 4" DIA PRECAST STRUCTURE
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- SITE PLAN GENERAL NOTES:**
- THE CONTRACTOR SHALL OBTAIN ALL PERMITS AND BUREAU AS PART OF THIS WORK.
 - THE CONTRACTOR SHALL CALL MISS DIG 3 WORKING DAYS PRIOR TO THE START OF CONSTRUCTION.
 - ALL STORM SEWER PIPES SHALL BE 8-12 PLASTIC PIPE UNLESS OTHERWISE SPECIFIED.
 - ALL GUTTER BODIES AND MANHOLES SHALL BE MINIMUM 4' DIAMETER PRECAST CONCRETE, UNLESS NOTED OTHERWISE.
 - ALL PAVED AREAS SHALL BE CONSTRUCTED WITH 12" MOOT CL-2 SAND SUBBASE (LLP) 6" SAND GRAD, BASE (LLP) 1 1/2" 3/4" 1/4" 1/4" 1/4" LEVING COURSE 1 1/2" 3/4" 1/4" 1/4" 1/4" WEARING COURSE
 - THE CONTRACTOR SHALL BED AND BACKFILL ALL UNDERGROUND PIPES WITH MOOT CL-2 SAND TO A MINIMUM OF 30% MAXIMUM DRY DENSITY PER ASTM - 1087
 - THIS SITE PLAN SHALL NOT BE USED TO STATE THE LOCATION OF PROPOSED BUILDING COLUMN LINES, THE MARKERS ARE TO LOCATE THE BUILDING FOUNDATION PLANT
 - THE CONTRACTOR SHALL PLACE AND COMPACT FILL UNDER THE PROPOSED BUILDING AREA TO A MINIMUM OF 95% MAXIMUM DRY DENSITY PER ASTM-1087. ALL OTHER AREAS SHALL BE COMPACTED TO A MINIMUM OF 90% MAXIMUM DRY DENSITY.
 - THE CONTRACTOR SHALL PIPE ALL BUILDING ROOF WATER TO THE STORM WATER EXTENSION POND AS SHOWN AND SPECIFIED.
 - THE CONTRACTOR SHALL REQUEST CONSTRUCTION STAKES BY EMAIL FROM THE MOORE & BRUGGIN, INC. CONTRACTORS CONSTRUCTION STAKES REQUEST FORM. ONLY COMPLETED REQUESTS WILL BE SCHEDULED. NOTE THE PROJECT OWNER WILL PAY THE BILL UPON TO PLACE STAKES ONLY ONCE. ALL LOST AND DAMAGED STAKES ARE THE CONTRACTORS RESPONSIBILITY.

PROPOSED PARKING SPACES: 22 SPACES

PREPARED FOR:
 LACKS VISITOR LODGING, INCORPORATED
 3020 MARION AVENUE N.W.
 GRAND RAPIDS, MI 49503
 (616) 944-9000

PLAN REVISIONS	SITE PLAN		FIELD SURVEY DATE: MAY 7-21-17 DRAWN BY: TERRON DEWITT CHECKED BY: JEP PLANNING DATE: October 16, 2017 PROJECT NO: MOORE7183 SHEET NUMBER: 1 OF 1
	FOR		
	LACKS VISITOR LODGING		
	CASCADE TOWNSHIP, KENT COUNTY, MICHIGAN		
MOORE & BRUGGIN, INC.		MOORE & BRUGGIN, INC. Consulting Engineers 3020 Marion Avenue N.W. Grand Rapids, Michigan 49505-6298 Phone: (616) 363-9801 Web: www.mrbco.com	
Consulting Engineers			
3020 Marion Avenue N.W.			



Utility locations are approximate and should be confirmed by the utility owner prior to the start of construction for exact locations. (1-866-486-7171)



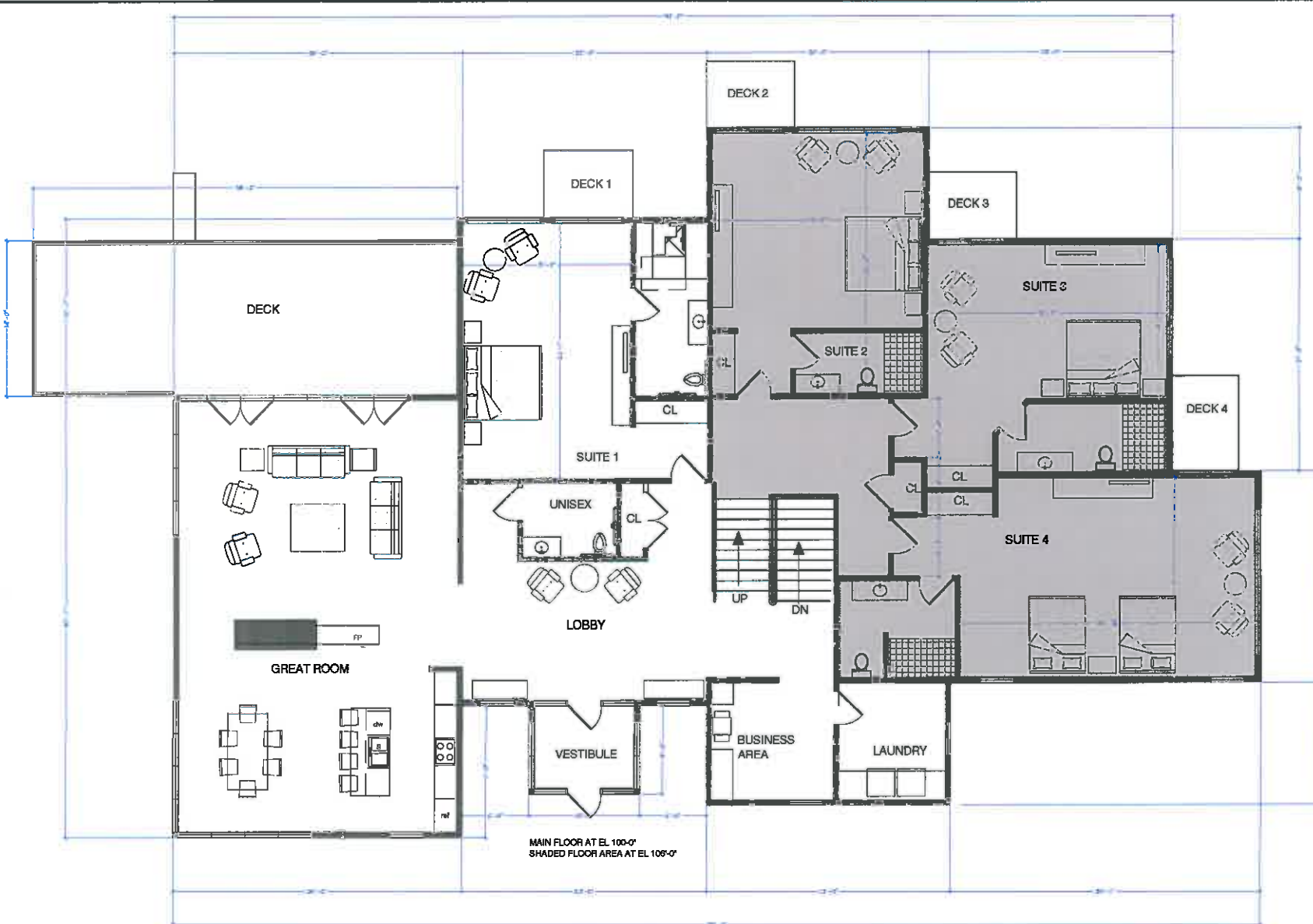
Lacks Enterprises
Corporate Lodge
North Elevation

August 2017



Lacks Enterprises
Corporate Lodge
East Elevation

August 2017



MAIN FLOOR AT EL. 100'-0"
 SHADED FLOOR AREA AT EL. 105'-0"

FIRST FLOOR PLAN
 SCALE 1/4" = 1'-0"

Tailored
 SOLUTIONS
 DIVISION OF FROBER INC.
 10000 Lakeshore Blvd. #100
 Detroit, MI 48205

THIS SET OF PLANS IS THE PROPERTY OF TAILORED SOLUTIONS. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. ANY REUSE OR MODIFICATION OF THESE PLANS WITHOUT THE WRITTEN CONSENT OF TAILORED SOLUTIONS IS PROHIBITED BY LAW.

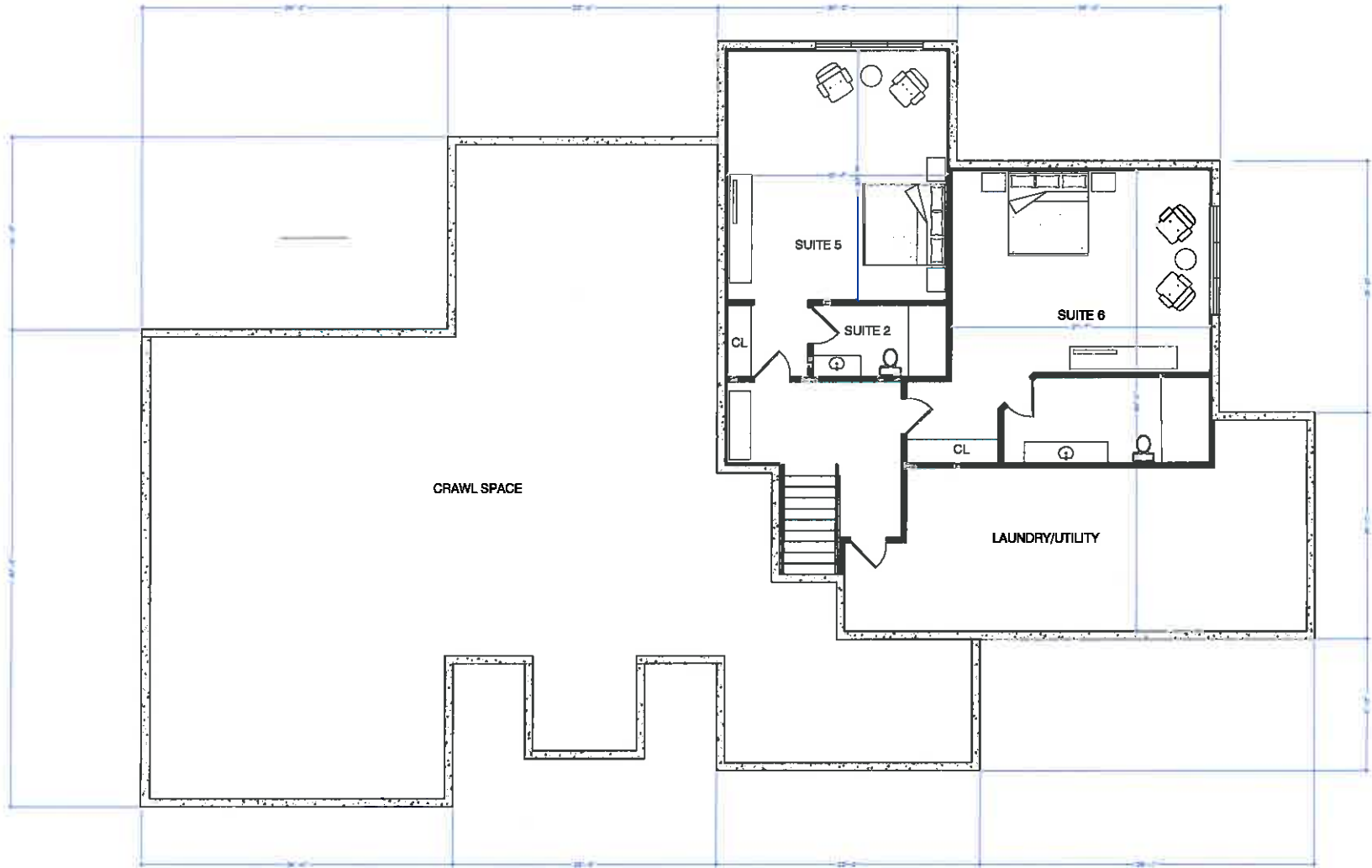
Pioneer
 CONSULTANTS
 10000 Lakeshore Blvd. #100
 Detroit, MI 48205

DATE	ISSUED FOR	BY
11/11/17	FINAL	ESB
08/24/17	CONTRACT	
08/24/17	PERMITS	

OVERALL FLOOR PLAN - FIRST FLOOR
LACKS ENTERPRISES
CORPORATE LODGE
 Cascade Township, Michigan

DRAWN BY: [Signature]
 JOB NUMBER: 1001
 CAD REFERENCE: [Signature]
 PLOTTED: 10/24/17
 SHEET #

A1.1



LOWER LEVEL FLOOR PLAN
 NORTH SCALE 1/4" = 1'-0"

Tailored
 CONSTRUCTION SERVICES
 DIVISION OF PIONEER INC.
 300 Federal Street, S.E. Grand Rapids, MI 49507
 Ph: 616.771.2222 Fax: 616.771.8889

THIS DOCUMENT IS THE PROPERTY OF PIONEER INC. AND IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREIN. IT IS NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, WITHOUT THE WRITTEN PERMISSION OF PIONEER INC.

Pioneer
 CONSTRUCTION
 300 Federal Street, S.E. Grand Rapids, MI 49507
 Ph: 616.771.2222 Fax: 616.771.8889

DATE	ISSUED FOR	BY
03/24/17	FOR PERMIT	PHCS
	FOR CONSTRUCTION	
	FOR ARCHITECT	
	FOR ENGINEER	
	FOR OTHER	

OVERALL FLOOR PLAN - LOWER LEVEL
LACKS ENTERPRISES
CORPORATE LODGE
 Cascade Township, Michigan

DRAWN BY: PHCS
 JOB NUMBER: 1803
 CAD REFERENCE: KX
 PLOTTED: CA.24.17
 SHEET #

A1.2

TITLE



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Printed 11/15/2017 11:33:29 AM

STAFF REPORT

- A. Applicant: Mark Tomasik
1261 Leonard St
Grand Rapids MI 49505
- B. Status of Applicant: Agent for Owner
- C. General Location: The property is located at Cascade Rd and 28th St.
- D. Requested Action: Amend PUD 19 to allow for revised site plan to accommodate the drive thru coffee business for Starbucks.
- E. Existing Zoning on Subject Parcels: PUD 19 (Thonrapple Centre)
- F. Zoning on Adjoining Parcels:
N- PUD 19
S- PUD 19
E- PUD 19
W- Cascade Rd/B1
- G. Parcel Size: Approximately 2.00 acres
- H. Existing Land Use on Subject Parcel: retail strip
- I. Adjacent Area Land Uses:
N- Office
S- Gas station
E – retail strip
W- Bank

STAFF ANALYSIS

1. The applicant is requesting Basic plan review in order to amend the Thornapple Centre PUD to add a drive thru coffee business (6759 Cascade Rd) and amend the site plan to accommodate the change.
2. The change would essentially break the existing building into two separate buildings. This allows for the drive thru coffee at the end of the building. This is being done in essentially the same footprint as the existing building, so we would actually have a decrease in building sq ft on the site.
3. The obvious question to ask is whether or not this is a restaurant use, since we do not allow drive thru restaurants in this area. After inspection of other Starbucks facilities, I have determined that it is not a restaurant based on the definition in our zoning ordinance.

The definition is, " Restaurant:
A public eating place where food is prepared and sold for immediate consumption."

4. If you feel differently, the appropriate thing to do would be to ask the ZBA to overturn my interpretation.
5. As a result of the redevelopment of the site the developer is required to install a sidewalk from our pathway along Cascade Rd to the front their sidewalk at the front of the building.
6. The project does create some new traffic flow around the building to accommodate the drive thru. However, it appears that it would be done with minimal impact on the public road system. I would suggest that the existing curb cut out to the main entry drive be realigned with the drive thru as well as the inclusion of some landscape islands in the parking lot to help with traffic flow in the parking lot.
7. Although the added traffic is a change to the site I do not believe a full traffic study is warranted. However, I would suggest that they provide information from Starbucks on the expected traffic generation from the site so we can evaluate the need, if any, for other possible changes.
8. Although, it appears that no added impervious areas are being added, the Township Engineer will need to review and approve the revised storm water plan for the site, to ensure compliance with the storm water ordinance.

9. The changes also include a slight change to the wall sign. The current development included rectangles on top of each entrance that the developer could use. They appear to want a to make change to that. They should provide plans showing the existing sign allowance and what they are asking for. Although a small change, this could be problematic for the rest of the project depending on what the change is.
10. This also begs the questions about signage in the development and the need to make changes for the entry way. Others in the development have expressed interest in making changes to the overall sign package, I would like those changes to be included in the PUD amendment. I have included some drawings that the developer had put together some time ago. These show not only some of their ideas for entry signs into the project but also a traffic circle fountain on the project. This redevelopment should allow for that to happen
11. The Fire Dept will need to review and approve the site plan.
12. Other projects that have separated buildings like this has resulted in building code issues. The applicant should have their architect review these changes now, to avoid any issue during permitting.
13. The DDA director will need to review and approve the site plan.
14. The applicant has submitted this package as required by Section 16.05 (2) of the Zoning Ordinance for Basic Plan Review.
15. If you find that all of the procedural information has been provided, this application should proceed to a public hearing and consideration of a Preliminary Development Plan. It will be at that stage of the review process that the *merits* of the request will be considered and the detailed site plans will be required and reviewed.

Before proceeding to the Preliminary Development plan review (Public Hearing), I would recommend that the Planning Commission address the following:

1. Provide the traffic generation information from Starbucks
2. Realign the drive and drive thru with Landscape Island to improve traffic flow thru the site.
3. Comply with comments from DDA and Fire Dept
4. Have the developer's architect review the plans for any building code issues

5. Provide documentation that the existing wall signage is the same as what is being proposed
6. Coordinate meeting with the other owners in the development to address the main entry sign changes.
7. Agree to an easement to allow for the traffic proposed traffic circle
8. Include a sidewalk connection from Cascade Rd to the front of the building.
9. Approval from Township engineer.

Once these items are satisfied a public will be set to consider the amendments.

Attachments: Application package

Starbucks Drive Thru

6757 Cascade Rd., Cascade Twp., MI 49546

Innovative Design Professional Corporation
Site, Building, and Interior Design Mark Tomasek Architect 1261 Leonard Ave. Grand Rapids, MI. 49505

Narrative:

Our proposal covers the removal of 3467 sq. ft. from the existing building. The section of the building to be removed currently sits vacant, along with another leased space in the structure and many others within the P.L.D. The separated structure will now act as two buildings. The structural tenant will be fire abating and receive a full exterior remodel. The remaining portion of the building will now consist of Sheldon Cleaners, Pak Mail, and one vacant leased space, and will receive exterior updates. The area created in between the two structures is now proposed to be a drive through for the new Starbucks tenant.

Section 8 of the Cascade Charter Township Zoning Ordinance currently states that drive through services can be permitted by Special Use Permits, but excludes restaurants. It is strongly believed, that although previously not a permitted use, this new addition would strongly promote additional foot and vehicular traffic to the P.L.D. as a whole. The intent for B-3 Village District is stated as:

"This district is intended to promote a vibrant atmosphere, which is built to human scale to encourage attractive street fronts and connecting pedestrian walkways as a first priority while still accommodating vehicular movement. This district is intended to satisfy the local needs for convenience, specialty and personal service type shops and establishments primarily serving those persons residing in the surrounding residential areas of the Township."

A coffee shop will be a great addition to this pedestrian friendly community setting creating a prime location for socializing. The additional traffic would be a positive change for the businesses within that rely heavily on the movement of people for the selling of their goods and services. As stated earlier, many of the leased spaces within the P.L.D. have gone vacant and have stayed so for many years. It appears that all tenants could be benefitted from the different approach that our proposal would provide, attracting a wide variety of new customers to the area.

Code Review:

PROPOSED: 2014 ZONING ORDINANCE, SECTION 8.03 (RESTAURANTS)
REQUIREMENTS: 2014 ZONING ORDINANCE, SECTION 8.03 (RESTAURANTS)
COMMENTS: THE PROPOSED DRIVE THRU SERVICE IS PERMITTED BY THE ZONING ORDINANCE.
PERMITS & FEES: DRIVE THRU PERMIT - \$1000.00
PERMITS & FEES: DRIVE THRU PERMIT - \$1000.00
PERMITS & FEES: DRIVE THRU PERMIT - \$1000.00
PERMITS & FEES: DRIVE THRU PERMIT - \$1000.00

Page Index

- C-1 Site Plan, Demo + Grading
- C-2 Landscaping Plan
- A-10 Exterior Elevations

Innovative Design P.C.
Site, Building, and Interior Design
Grand Rapids, MI phone 616-994-9111
innovativedesignpc.com

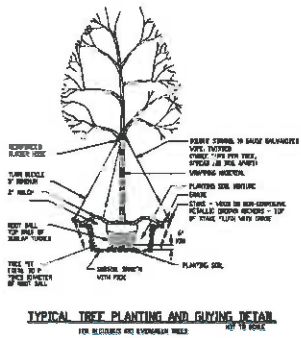


P and L Corp
3000 Breton Rd. SE
Kentwood, MI 49506
ph. 616-937-6300

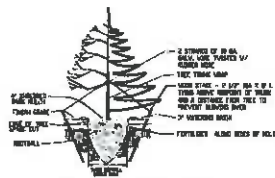
Starbucks Drive Thru
Cascade Village Center
Cascade Twp. MI



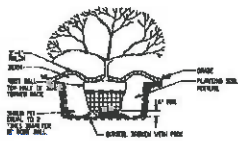
Issued for:
Site Plan
Review
Date
10-24-17
Sht.No.
Cover
Job. No.
17-057



TYPICAL TREE PLANTING AND GIRDLING DETAIL
UP TO 18\"/>



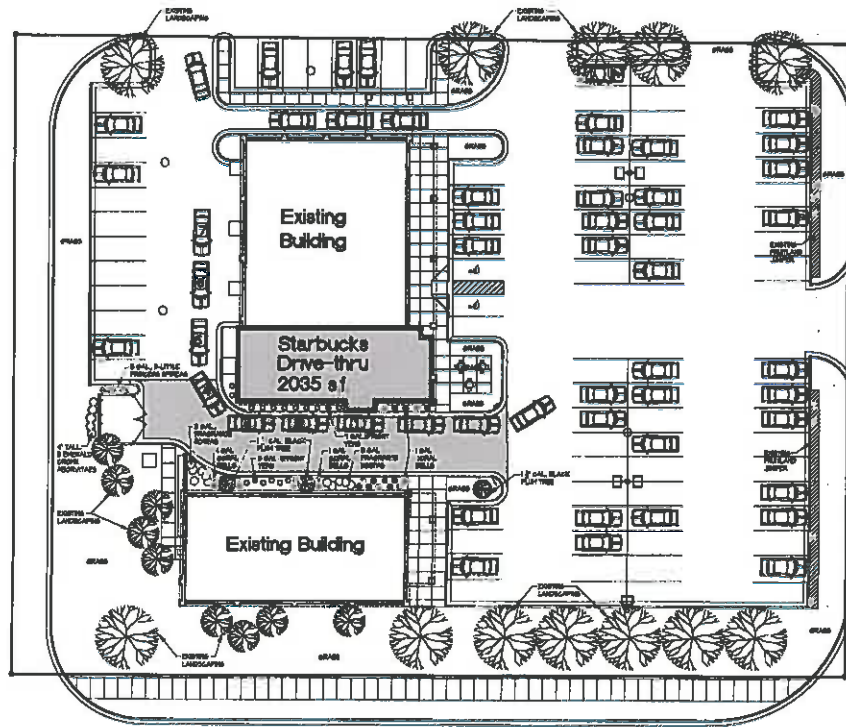
TREE SPADE PLANTING DETAIL
UP TO 18\"/>



TYPICAL SHRUB PLANTING DETAIL
UP TO 18\"/>

NOTES:
 1. 1/2\"/>

Parking Calculations
 B-1 VILLAGE DISTRICT
 CHAPTER 14 - ACCESS, PARKING, AND LOADING
 BUSINESS/COMMERCIAL
 A) PARK 1000-15 PER 1000 SQ FT
 B) GENERAL RETAIL - 4 PER 1000 SQ FT
 FAST FOOD
 (2000/1000) * 4 = 8 SPACES
 GENERAL RETAIL
 (2000/1000) * 4 = 8 SPACES
 (2000/1000) * 4 = 8 SPACES
 CURRENT PARKING = 41 SPACES
 REQUIRED PARKING FOR PROPOSED = 88 SPACES
 PROPOSED PARKING SPACES = 88 SPACES



Cascade Road

Site Plan
 NORTH
 Scale 1\"/>

Cascade Village Entrance

Innovative Design P.C.
 Site, Building and Interior Design
 Central Facility, in phone 688-881-88
 innovativedesign.com

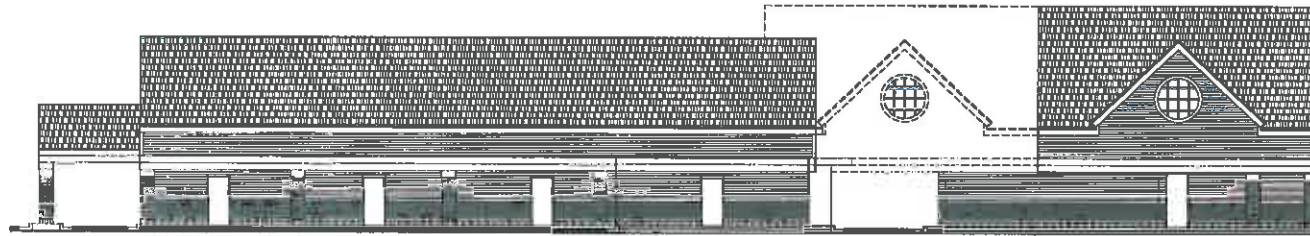


P and L Corp
 3000 Breton Rd. S.E.
 Kentwood, MI 49506
 ph. 616-937-4000

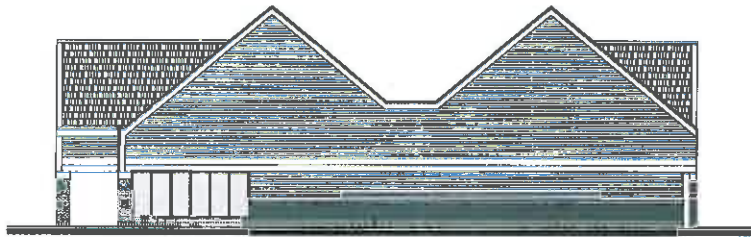
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 Cascade Village Center
 Cascade Twp. MI



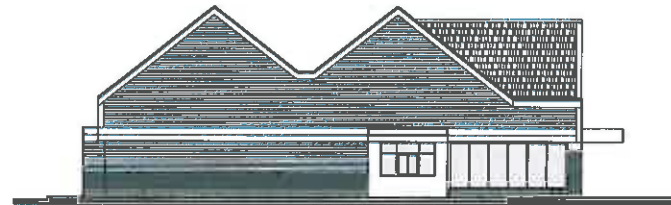
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 Site Plan
 Review
 Date
 10-24-17
 Sht.No.
 C-2
 Job. No.
 17-057



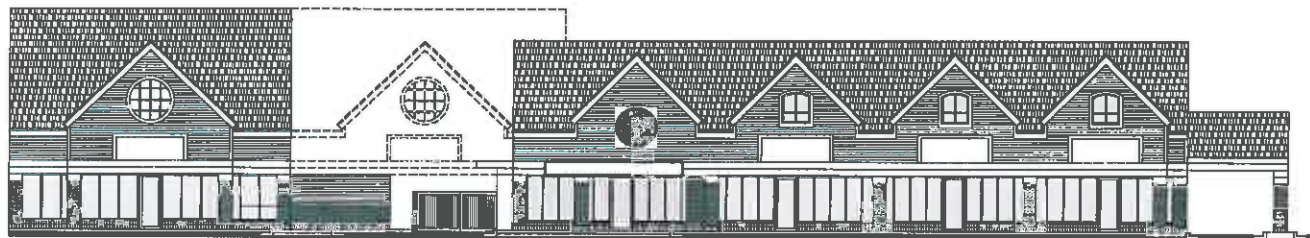
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West Elevation
Scale: 1/8" = 1'-0"



East Elevation
Scale: 1/8" = 1'-0"



South Elevation
Scale: 1/8" = 1'-0"

Innovative Design P.C.
Site, Building, and Interior Design
Grand Rapids, MI phone 616-961-4848
innovativedesignpc.com



P and L Corp
3000 Breyton Rd. S.E.
Kentwood, MI 49506
ph. 616-967-4000

Starbucks Drive Thru
Cascade Village Center
Cascade Twp. MI



Issued for:
Site Plan
Review
Date
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Shl.No.
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Job. No.
17-091



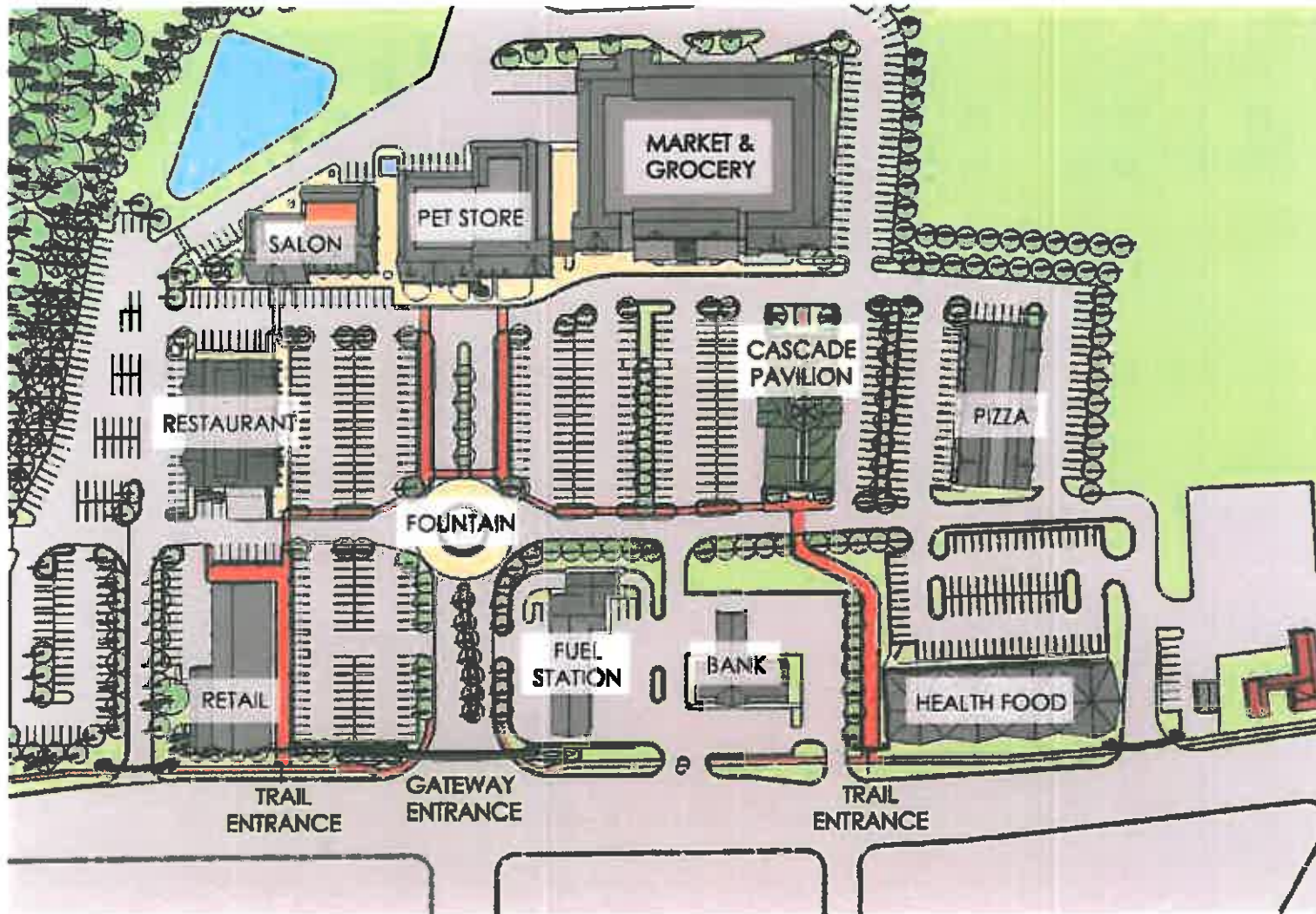
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5.16.13

FOREST HILLS MARKET - CASCADE CENTER - CASCADE, MI

SITE PLAN







ConceptDesign



FOREST HILLS MARKET - CASCADE CENTER - CASCADE, MI

GATEWAY ENTRANCE

A

5.16.13



ConceptDesign

FOREST HILLS MARKET - CASCADE CENTER - CASCADE, MI

WATER FEATURE



8.18.13



Concept Design



FOREST HILLS MARKET - CASCADE CENTER - CASCADE, MI

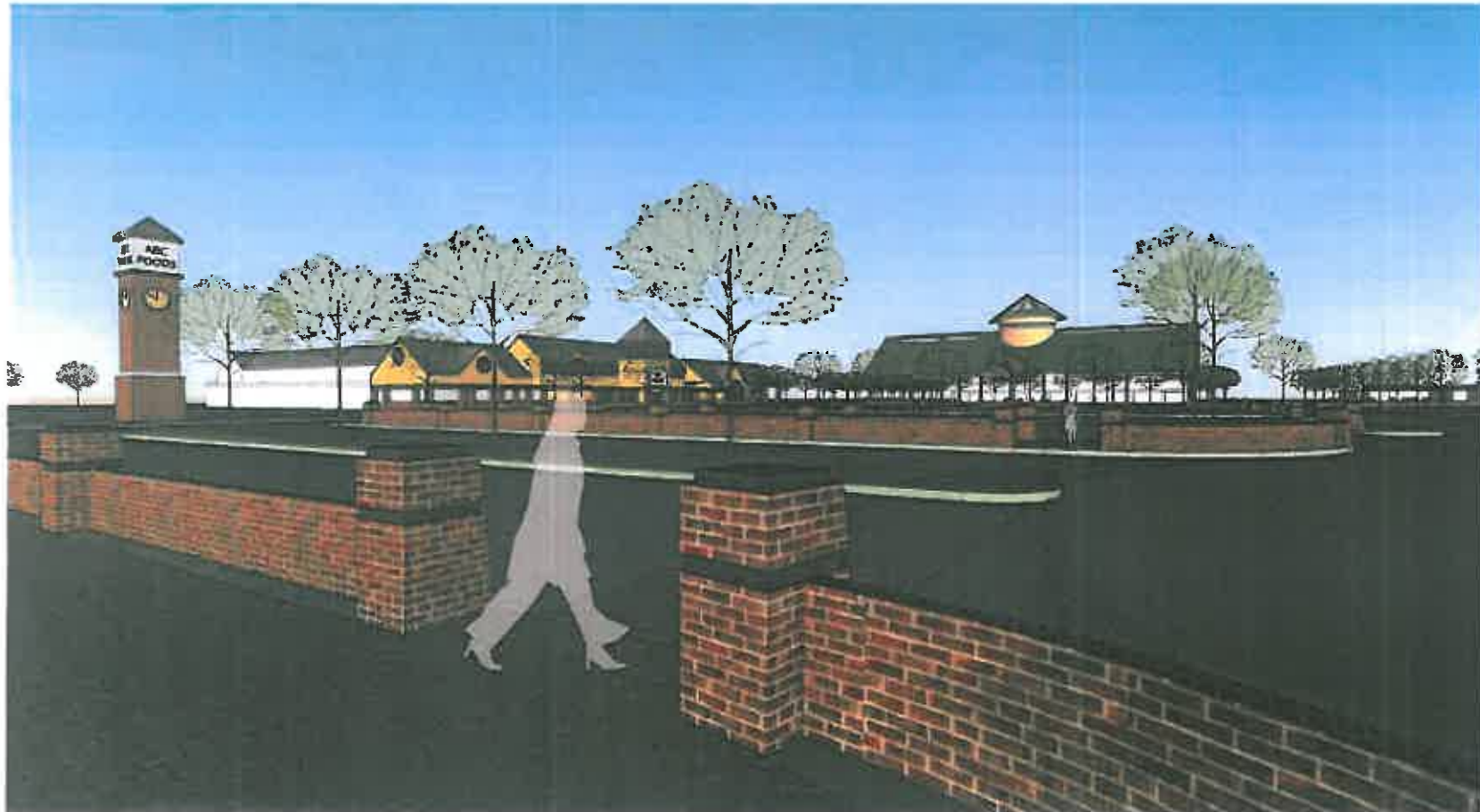
RESTAURANT



5.18.13



ConceptDesign



FOREST HILLS MARKET - CASCADE CENTER - CASCADE, MI

CLOCK TOWER



5.18.13



ConceptDesign



FOREST HILLS MARKET • CASCADE CENTER - CASCADE, MI



CASCADE PAVILION



5.18.13



ConceptDesign



FOREST HILLS MARKET - CASCADE CENTER - CASCADE, MI

CASCADE TRAIL



5.16.13

CASCADE CHARTER TOWNSHIP

Ordinance 3 of 1992

AN ORDINANCE TO AMEND THE CASCADE CHARTER TOWNSHIP ZONING ORDINANCE AND ZONING MAP TO ESTABLISH THE THORNAPPLE CENTRE PLANNED UNIT DEVELOPMENT PROJECT.

CASCADE CHARTER TOWNSHIP "Township" ORDAINS:

SECTION I. AN AMENDMENT TO THE CASCADE CHARTER TOWNSHIP ZONING ORDINANCE.

The application received from Andrew Dykema, or his assigns (hereinafter referred to as the "Developer") for Planned Unit Development designation for the proposed Thornapple Centre Development (hereinafter referred to as the "Project") was recommended by the Cascade Charter Township Planning Commission for approval on January 21, 1992. The Project is recommended for rezoning from R1, Residential; R2, Residential; and B1, Village Business to PUD, Planned Unit Development permitting the removal of sand and gravel over a two and one-half year time period (from April 1, 1992 to October 1, 1994) and subsequent development of a single family residential development and commercial development thereby requiring this amendment to the Cascade Charter Township Zoning Ordinance and Zoning Map to incorporate the Planning Commission's recommendation and the Cascade Charter Township Board action on February 26, 1992.

The Cascade Charter Township Zoning Ordinance is hereby amended to add this amendment as provided herein.

SECTION II. LEGAL DESCRIPTION.

The legal description of the Project is as follows ("Premises"):
See attachment "A" labeled "Legal Description of the Premises".

SECTION III. GENERAL PROVISIONS.

The following provisions shall hereby apply to the aforementioned Project in addition to the provisions contained in Chapter 14 of the Cascade Charter Township Zoning Ordinance (Ordinance No. 11 of 1988), which shall remain fully applicable. The Developer shall also comply with all other applicable Township and State laws, requirements and regulations.

SECTION IV. PURPOSE.

The Project occupies approximately 28 acres of land that is proposed to be developed in two (2) phases. Phase One of the project includes the removal of sand and gravel from the property and preparation of the site for future development. Phase One will be fully completed no later than October 1, 1994. Phase Two of the project includes site development following the sand and gravel removal. Phase Two will consist of a single family residential development and a commercial development. The single family residential development shall be prepared and ready for development (i.e. roads, utilities

installed and ready for home construction) within 3 years of completion of all Phase One activities (but no later than October 1, 1997). There is no time limit for the commercial development.

The regulations contained herein are established to define the procedures necessary to insure high quality development on the Premises. Additionally, they are designed to achieve integration of the development with adjacent land uses and the natural environment; permit flexibility in the regulation of land development; and encourage the provision of useful open space.

The provisions of this Ordinance are not intended as a substitute for the Cascade Charter Township zoning Ordinance and General Development Plan, nor do they in any way relieve the Developer from obtaining all approvals and permits required by the Township except as otherwise expressly provided herein. In the event that a development issue or site plan element is not addressed by this Ordinance, the specifications and requirements of the Cascade Charter Township Zoning Ordinance shall be enforced.

SECTION V. PROJECT PHASING.

Due to the complexity of this project, the Township has authorized the division of the development of the Premises into two distinct phases. Phase One shall permit the operation of a mineral extraction operation, which shall be regulated by Section VII hereof. Phase Two shall allow the development of the site following the mineral extraction operation. Phase Two shall contain two subsections. The first subsection shall regulate the single family residential development of a portion of the Premises, which shall be regulated by Section VIII hereof. The second subsection shall regulate the commercial development of the remainder of the Premises, which shall be regulated by Section IX hereof.

SECTION VI. NON-DEVELOPMENT AREA.

There is an area along the northerly property line of the Premises (as shown on the approved site plan dated February 26, 1992) that shall be known as the "Non-Development Area".

1. The legal description of the Non-Development Area is as follows:
See attachment "B" labeled "Legal Description of the Non-Development Area".
2. The Non-Development Area shall be kept in its natural and wild state, and shall not be developed with buildings or otherwise, and shall not be used for any purpose other than as undeveloped property providing sanctuary for wildlife and wild plants. Without in any way limiting the generality of the foregoing, the following activities and uses are expressly prohibited in the Non-Development area:
 - a. Any commercial or industrial use of or activity on the property.
 - b. The placement or construction of any buildings, structures, or other improvements of any kind (including without limitation, paved roads and parking lots).

- c. Any alteration of the surface of the land, including, without limitation, the excavation, mining, processing or removal of soil, sand, gravel, rock, peat, or sod.
- d. Any use or activity that causes or is likely to cause significant soil degradation or erosion or significant pollution of any surface or subsurface waters.
- e. The pruning, cutting down, or other destruction or removal of live trees located within the Non-Developable Area, except as necessary, in accordance with generally accepted forestry conservation practices, to control or prevent hazard, disease, or fire, and except as necessary to locate, construct and maintain the stormwater detention pond as shown on the approved site plan dated February 26, 1992.
- f. The dumping or other disposal of wastes, refuse, and debris.
- g. The above ground installation of utility systems including, without limitation, water, sewer, power, fuel and communication lines and related facilities.
- h. The placement of any signs or billboards, except for such as may be required to post the property to control unauthorized entry or use.
- i. The exploration for, or development and extraction of minerals.

3. This Ordinance shall allow the use of the Non-Development Area easements retained by the Developer for buffering, density, setback and stormwater management purposes for the benefit of Phase One operations and Phase Two development.

4. These restrictions shall be placed in a deed restriction and shall be made enforceable by Cascade Charter Township.

SECTION VII. PHASE ONE DEVELOPMENT.

A. PERMITTED USES

The permitted uses for Phase One are as follows:

- 1. Removal of sand and gravel from the Premises according to the approved site plan and as required herein. This is the mineral resource extraction phase.
- 2. Site grading and preparation for Phase Two Development.

B. DESIGN GUIDELINES AND REQUIREMENTS

1. Fencing and Security.

The Developer shall install and maintain, at a minimum, a six (6) foot tall chainlink, woven wire, or similarly constructed fence around the perimeter of the excavation site (as depicted on the approved site plan dated February 26, 1992) during all Phase One operations. This fence shall be closed and secured at all times the Premises is not in operation. This fence may be removed following completion of all Phase One activities.

2. Timing of Phase One Operations

All mineral resource extraction and final site grading in preparation for Phase Two development shall occur on the Premises between April 1, 1992, and October 1, 1994. If the Developer elects to begin Phase One operations prior to April 1, 1992, day for day credit shall be subtracted from the October 1, 1994, completion date.

3. Hours of Operation

The hours of operation shall be limited to between 7:30 AM to 5:00 PM Monday through Friday. The first hour of operation (7:30 AM to 8:30 AM) and the last hour of operation (4:00 PM to 5:00 PM) shall be limited to on-site activities only, so truck trips do not conflict with peak traffic movements. No gravel hauling trucks shall exit the site during the first hour of operation or enter the site during the last hour of operation. No trucks shall wait for entry onto the site on any public road or right-of-way.

There shall be no operations on the Premises on the following holidays recognized by Cascade Charter Township:

New Year's Day
Memorial Day
4th of July
Labor Day

Thanksgiving Day
Day after Thanksgiving
Day before Christmas
Christmas Day

4. Chipper

Chipping operations shall be allowed for a single two week period preceding the commencement of Phase One activities.

5. Road Improvements

- a. Access to the Premises shall be coordinated with, and approved by, the Kent County Road Commission. If the Kent County Road Commission requires any road or access improvements, they shall be constructed at the Developer's expense prior to the removal of any minerals from the Premises.
- b. The Developer shall install phasing to the traffic signal at the intersection of Cascade Road and 28th Street to serve the Premises. Signal improvements shall be financed by the Developer and coordinated with the Kent County Road Commission. The phasing improvements shall be completed prior to the removal of any minerals from the Premises.

6. Burning and Disposal

There shall be no burning of brush or any other materials on the Premises. No brush, wood, PVC pipe, scrap or uncleaned fill shall be buried or disposed of on the Premises.

7. Stormwater Management

All stormwater management plans for the Premises shall be subject to review and approval of the Township Engineer prior to the commencement of mineral extraction on the Premises.

8. Equipment Storage

The Developer shall make every effort to store equipment and vehicles out of view from the adjacent residential properties and the traveling public along Cascade Road after hours and when the Premises is not in operation.

9. Road Debris Remediation

In order to minimize the deposit of dirt and gravel from trucks onto the public highway, the Developer shall provide the following:

- a. A 600 foot long paved access drive from the Cascade Road entrance to the interior of the Premises. This access drive shall be swept on an as needed basis to prevent the accumulation of dirt and gravel.
- b. The Developer shall take reasonable measures to prevent the accumulation of dirt and gravel on the public roadways. These methods may include, but are not limited to: a water wagon or sprinkling system, a wheel washing basin, or the use of a sweeper on the paved access drive.
- c. All access drives into the mineral removal area beyond the 600 foot paved surface shall have a 22A aggregate surface.

10. Beepers

The Developer shall install the quietest lawful beepers available on all equipment that will be used on the Premises. The Developer shall provide evidence from a State or Federal agency that the beepers are the quietest available.

11. Equipment

The Developer shall supply the Township with an annual list of equipment and vehicles that will be stored and operated on the Premises.

12. Idling

Any gravel hauling trucks that must wait longer than five (5) minutes before loading shall be turned off so as not to create excessive noise by idling. The on-site operator or superintendent of the Phase One activities shall enforce this requirement and shall be subject to the regulations of Section XIV hereof.

13. Method of Operation

To help reduce noise, vibration, and dust impacts on the surrounding properties, the Developer shall remove minerals using the "bowl" method of operation as referenced in the application packet and as depicted on the approved site/operation plan dated February 26, 1992.

14. Wetlands, Stream and Groundwater

The Developer shall monitor the wetlands, stream, and groundwater at the end of each working season, and in no case later than November 15 of each year, to assure that no adverse impacts such as unusual temperature fluctuations, erosion, or contamination are occurring as a result of Phase One operations. Additional monitoring shall also occur at any time requested by the Township or Township Engineer. Test results shall promptly be provided to the Township's Engineer for review. A monitoring plan shall be provided to the Township Engineer for review and approval prior to the commencement of any mineral removal activity.

15. Crushing and Processing

There shall be no crushing, sorting, blasting, screening, or processing of materials on the Premises.

16. Review Committee

Phase One activities shall be periodically reviewed by the Review Committee for compliance with this Ordinance and any other applicable laws, restrictions, or ordinances. During this review process, the Review Committee has the ability to recommend variations, amendments, or enforcement activities to the approved PUD. Such recommendations shall be presented in writing to the Planning Commission within 15 days of any Review Committee meeting.

The Review Committee shall consist of one (1) Township resident selected jointly by the Township Board and the Developer who lives in the surrounding neighborhood; one (1) representative for the Developer, and one (1) Township Board government designee. Any member of the Review Committee may call a meeting.

All powers of the Review Committee are recommendatory and advisory only.

17. Engineering Plans

The Developer shall comply with all of the Township Engineer's recommendations regarding soil erosion, storm water management, groundwater, wetlands, and other applicable engineering concerns.

18. Performance Standards

The Township may require reasonable performance standards where, because of peculiar or unforeseen conditions, it deems them necessary for the protection of the health, safety, morals and well being of the residents of the Township.

19. Vehicle Fueling

The refueling of vehicles that will be operated on the Premises shall occur by tank truck in the designated fuel loading area as depicted on the approved site plan dated February 26, 1992. The design and specifications of the designated fuel loading area shall be subject to review and approval of the Township Engineer. There shall be no storage or leakage of fuel on the Premises.

20. Oil Changes

Oil changes for vehicles that will be operated on the premises (excluding gravel hauling trucks) may be permitted provided the oil changes are accomplished using a specially designed vehicle that collects the used oil. Oil changes must occur in the designated fuel loading area, and no leakage and spillage shall occur.

21. Depth of Excavation

No mineral resource extraction activities shall occur below an elevation of 695 feet above sea level, and in no event shall any mineral extraction activities shall occur below an elevation that is ten (10) feet above groundwater.

22. Speed Limit

The maximum speed limit for gravel hauling trucks on the Premises shall be 15 miles per hour.

C. NUISANCES

This Ordinance is not intended to and shall not be construed to permit or approve any activities or uses which would constitute a common law nuisance or hazard, a violation of any law or statute, a hazard to the health or safety of persons in the area or a hazard to adjoining properties.

D. BUFFERYARD AND LANDSCAPING REQUIREMENTS

1. The bufferyard, landscaping, and berming requirements during Phase One operations shall be consistent with the approved landscape plan dated February 26, 1992. This shall include a 50 foot wide "Image Strip" along Cascade Road across from the Grenelefe Condominium entrance. This "Image Strip" shall contain an undulating earth berm +/-6 feet in height. The "Image Strip" shall be top-soiled and seeded from the top of the berm to Cascade Road. The Developer shall install ten, 6-8 foot tall Austrian Pine trees along the berm as shown on the approved site plan dated February 26, 1992.

This berm shall be installed and landscaped no later than June 1, 1992.

2. Any additional required landscaping and/or berming shall be installed prior to the commencement of mineral extraction on the premises. Any proposed berms that will be installed using materials from the site may be installed following commencement of mineral extraction on the premises.

3. All landscaping shall be hardy plant materials and shall be maintained thereafter in a neat and orderly manner. Plant materials that are installed by the applicant that are withered and/or dead shall be replaced within a reasonable period of time but no longer than one growing season.

SECTION VIII. PHASE TWO DEVELOPMENT – SINGLE FAMILY RESIDENTIAL

A. PERMITTED USES.

The permitted uses for Phase Two – Single Family Residential are as follows:

1. A single-family residential development (single-family detached) which shall contain no more than 13 residential dwellings on 13 lots or site condominium units.
2. Associated accessory buildings customary to the development of a residential development.

B. AREA COVERED

The area for the Phase Two – single-family residential development is legally described as follows:

See Attachment “C” labeled “Legal Description of Phase Two – Single Family Residential Development”.

C. DESIGN GUIDELINES AND REQUIREMENTS

1. The Phase Two – single family residential development shall be prepared and ready for development (i.e. roads and utilities installed and ready for home construction) within 3 years of completion of all Phase One activities (but no later than October 1, 1997).

2. The density of the Phase Two – single family residential development shall be consistent with the requirements of the Cascade Charter Township General Development Plan of 1986, as amended.

D. SITE PLAN

The single-family residential development shall be developed as generally shown on the approved PUD site plan dated February 26, 1992.

E. ROADS

1. All roads shall meet the specifications of the Kent County Road Commission.

2. If the roads are to be private, complete maintenance of the roads shall be the responsibility of the property owners association.

F. MISCELLANEOUS PROVISIONS

Street lighting shall be provided within the Project at the Developer’s expense. All street lighting shall be low sodium luminaries (lamps), which do not extend more than twenty (20) feet in height. Luminaires shall be shrouded to minimize the emission of light rays and may not exceed .5 foot candles as measured at ground level.

G. BUFFERYARD AND LANDSCAPING REQUIREMENTS

1. Following the construction of any single family residence, the building site or lot shall be landscaped in accordance with the requirements of the Cascade Charter Township Zoning Ordinance.

2. All landscaping shall be hardy plant materials and shall be maintained thereafter in a neat and orderly manner. Withered and/or dead plant materials shall be replaced within a reasonable period of time but no longer than one growing season.

H. UTILITIES

1. Public water and sewer (sanitary and storm) shall be installed at the developer’s expense. The on-site water and sewer design and the connection to the public water and

sewer systems shall be approved by the Township and the City of Grand Rapids prior to installation. Said improvements shall be consistent with the Sewer and Water Master Plans for Cascade Township.

2. The Developer shall provide all necessary easements within the Premises for telephone, electricity, stormwater, sewer, gas and cable television to the appropriate utility provider without cost. In the event the Township requires additional sewer and water service easements in the future, the Developer shall provide them at all reasonable locations. Said easements shall be recorded with the Kent County Register of Deeds and shall be provided to each utility provider for their records.

SECTION IX – PHASE TWO DEVELOPMENT – COMMERCIAL

A. PERMITTED USES.

The permitted uses for the Phase Two – commercial development are as follows:

1. Those uses permitted in Chapter 8 of the Cascade Charter Township Zoning Ordinance – Village Business District (as may be amended).

B. AREA COVERED

The area for the Phase Two – commercial development is legally described as follows: See Attachment “D” labeled “Legal Description of the Phase Two – Commercial Development”.

C. SITE PLANS

Individual site plans for each commercial building in the Phase Two – commercial development shall be reviewed and approved by the Cascade Township Planning Department Staff prior to construction. Each site plan shall contain the information required in Chapter 21 of the Cascade Charter Township Zoning Ordinance.

D. DESIGN GUIDELINES AND REQUIREMENTS

1. Floor Area

The maximum first floor area for any individual building shall be 45,000 square feet. Provided, however, that where individual buildings exceed 30,000 square feet in first floor area, the architectural style requirements shall meet the design goal of presenting an appearance of smaller or cluster type buildings.

2. Roofs

- a. All buildings shall have or appear to have a sloped roof.
- b. HVAC equipment, if located on rooftops, shall be screened from view by a parapet wall or other similar architectural feature.
- c. Satellite antennas shall only be allowed on roofs. They shall be of a color that blends with the surrounding horizon. The maximum size of a satellite antenna shall be 8 feet in diameter and 10 feet in height. Any antenna larger than provided herein shall only be allowed by Special Use Permit.

3. Off Street Parking and Loading Areas

- a. All employee and visitor parking shall be provided on-site and not on any streets. Parking areas shall be surfaced with bituminous concrete or asphalt prior to occupancy.
- b. There shall be no parking between Cascade Road and any building fronting on Cascade Road.
- c. Driveways, parking and loading areas may require curb and gutter upon the determination of the Cascade Charter Township Planning Director. The curb and gutter installation shall be consistent with the materials and specifications established by the Kent County Road Commission.
- d. All off-street parking areas shall be drained so as to prevent drainage onto abutting properties unless there is a common drainage system shared by all the abutting properties. No parking lots or buildings shall be drained directly to any wetland.

4. Parking Requirements

- a. Off-street parking shall be required as set forth in the standards published by the Institute of Transportation Engineers report entitled Parking Generation 2nd Edition November 1987, as revised. If a proposed use is not listed in the ITE report, the parking requirements listed in Section 19.11 of the Cascade Township Zoning Ordinance shall apply. The number of required parking spaces for land or buildings used for two or more purposes shall be the sum of the requirements for each individual use.
- b. Each off-street parking space for automobiles shall be a minimum of 180 square feet in area, with a minimum width of nine (9) feet, exclusive of access drives or aisles. Other parking requirements shall be consistent with Chapter 19 of the Cascade Township Zoning Ordinance.
- c. Parking areas should be broken into several small lots, with driveway interconnections between them.

5. Curb Cuts

- a. Individual curb cuts for direct access onto Cascade Road shall be permitted at intervals of not less than 300 feet between curb cuts (existing and proposed).
- b. Shared driveways shall be utilized where reasonably possible to minimize the number of curb cuts.
- c. Curb cuts on roads within the Premises shall, to the extent reasonably possible, be aligned with curb cuts on the opposite side of such roads.
- d. Curb cuts along Cascade Road, north of the Cascade Road/28th Street intersection, shall be limited to right-turn only exiting movements.

6. Signs

Phase Two – commercial development shall utilize a uniform sign package that lends to individuality and identify to the PUD. Individual business signs should support the overall identity of the PUD.

Use of ground-mounted signs, or signs no higher than 5 feet is suggested as a unifying element for freestanding signs. The use of routed and carved wood signs with well shielded exterior lighting is preferred. The unifying element common to *all* signs may be one or more of the following: type of sign, size of sign, materials, location, color, type of lighting, and style of lettering.

The following signs are permitted:

- a. One ground mounted development identification sign with a maximum sign area of 50 square feet. This shall not preclude the installation of a unified entrance to the development, such as brick walls, provided they are part of the approved PUD site plan.
- b. One freestanding sign per building with a maximum sign area of 32 square feet.
- c. For buildings with a single tenant, one wall sign with a maximum sign area of 50 square feet. For buildings with multiple tenants, one wall sign per tenant with the maximum sign area of 50 square feet each, and the total square footage of all signs on the building of 100 square feet.
- d. One nameplate per tenant with a maximum sign area of 8 square feet each.
- e. One directory sign per building with a maximum sign area of 20 square feet.
- f. Directional signs not exceeding 5 square feet each.
- g. One on-site temporary sign for the purpose of describing the building development, or advertising the sale or lease of a site or building shall be permitted prior to occupancy. Such sign shall not exceed 32 square feet.

Other Restrictions

- a. No sign shall have more than 2 sides. Permitted sign area is for each side.
- b. No billboards, temporary or portable signs, banners, search lights, loudspeakers, amplifiers or similar devices will be permitted in this PUD.
- c. No freestanding sign shall exceed 5 feet in height.
- d. Freestanding signs must be setback at least 25 feet from any boundary of the Phase Two – Commercial area, including public road right-of-way.
- e. Signs may only be illuminated while a building is open for business.
- f. No intermittent or flashing illumination shall be permitted.
- g. If there are other requirements that apply to signs that are not specifically addressed by this PUD Ordinance, the requirements of the Cascade Township Sign Ordinance shall apply.

7. Lighting

- a. The use of low profile lighting, coordinated with that used in public streetscape improvements, is required.
- b. All outdoor lighting shall be located and directed so as to minimize light projecting into residential areas.

8. Height

The maximum height of any building within this development shall be 2 stories or 25 feet from grade as defined in the Cascade Charter Township Zoning Ordinance, whichever is less.

9. Setbacks

- a. Cascade Road The **MAXIMUM** setback along Cascade Road shall be 40 feet. The **MINIMUM** setback along Cascade Road shall be 25 feet.
- b. Wetland The **MINIMUM** setback from any designated wetland shall be 50 feet (or as otherwise approved or determined by the Michigan Department of Natural Resources).
- c. Perimeter The **MINIMUM** setback from the perimeter of the Phase Two – commercial development boundaries shall be 25 feet.

10. Separation between Buildings

Individual buildings shall be separated from each other consistent with all applicable building and fire codes.

11. Facades

All building facades shall be constructed using either horizontal siding, brick, stone or decorative masonry.

12. Outside Storage Areas

Outside storage areas must be specifically approved by the Planning Commission as a Special Use shall be effectively screened from view.

13. Water and Sewer Service

Public water and sewer service must be available at a building site before approval of a site plan can be obtained. All buildings and structures located within this PUD shall be connected to public water and sewer systems.

E. ROADS

- 1. All roads shall meet the specifications of the Kent County Road Commission.
- 2. If roads are to be private, complete maintenance of the roads shall be the responsibility of the property owner's association.

F. MISCELLANEOUS PROVISIONS

Street lighting shall be provided within the Project at the Developer's expense. All street lighting shall be low sodium luminaries (lamps), which do not extend more than twenty (20) feet in height. Luminaires shall be shrouded to minimize the emission of light rays and may not exceed .5 foot candles as measured at ground level.

G. LANDSCAPING AND BUFFERYARD REQUIREMENTS

For the purposes of screening the Premises, preventing glare, defining access and circulation, focusing attention toward features, providing visual relief, and adding natural

color, the Developer shall provide bufferyard and landscaping materials in the Phase Two – commercial development consistent with the requirements setforth below:

1. Minimum Plant Size Requirements –

All landscaping materials shall meet the following minimum size standards:

<u>Plant Type</u>	<u>Size</u>
Canopy Tree	2-1/2 inch caliper
Understory/Ornamental Tree	1-1/2 inch caliper
Evergreen Tree	6-8 feet
Shrub	18-24”

2. Landscaped bufferyards shall be provided around the perimeter of the Phase Two commercial development consistent with the requirements of Chapter 20 of the Cascade Charter Township Zoning Ordinance.

3. All interior areas that are not devoted to parking or buildings shall be landscaped in the following manner: Unless otherwise approved by the Cascade Township Planning Department Staff, for every 1,000 square feet of required landscape area, the applicant shall provide 5 plant units of landscaping.

Any combination of canopy trees, understory/ornamental trees, evergreen trees and shrubs may be used to achieve the required interior landscaping as long as the proposed combination of plants yields a total number of plant units equal to or greater than the requirement. Plant unit equivalencies are as follows:

1 Canopy Tree	=	10 Plant Units
1 Understory/Ornamental Tree	=	5 Plant Units
1 Evergreen Tree	=	5 Plant Units
1 Shrub	=	1 Plant Unit

4. Other Landscape Requirements –

- a. Landscaping shall be installed within ninety (90) days of completion of each building, unless permitted in writing by the Planning Director at a later date.
- b. All landscaping shall be hardy plant materials and maintained thereafter in a neat and orderly manner. Withered and/or dead plant materials shall be replaced within a reasonable period of time but no longer than one growing season.
- c. Where appropriate, plantings should be grouped or clustered to provide the maximum visual effect.
- d. Species listed in Section 20.11 of the Cascade Township Zoning Ordinance shall not be credited as meeting the landscape requirements contained in this Ordinance.

5. The Developer shall provide a landscape plan for each individual building or project during the site plan approval process.

H. UTILITIES.

1. The Premises shall be served with public water and sewer at the developer's expense. The on-site water and sewer design and the connection to the public water and sewer systems shall be approved by the Township and the City of Grand Rapids prior to installation. Said improvements shall be consistent with the Sewer and Water Master Plans for Cascade Township.

2. The Developer shall provide all necessary easements within the Project for telephone, electricity, stormwater, sewer, water, gas and cable television to the appropriate utility provider without cost. In the event the Township requires additional sewer and water service easements in the future, the Developer shall provide them at all reasonable locations. Said easements shall be recorded with the Kent County Register of Deeds and provided to each utility provider for their records.

SECTION X. TEMPORARY BUILDINGS

No structure of a temporary nature, trailer, crib, sale office, tent, or construction shack shall be constructed, placed or maintained on the Premises except accessory to and during construction of a permanent building or infrastructure improvement and as otherwise allowed by the Cascade Charter Township Zoning Ordinance.

SECTION XI. MISCELLANEOUS REQUIREMENTS

A. The Developer shall submit a soil erosion control plan showing all temporary and permanent soil erosion control measures to be taken before, during, and after any earth change on the site. This plan shall be subject to the review and approval of the Township Engineer. The Developer shall obtain a Soil Erosion and Sedimentation Control Permit from Cascade Charter Township prior to any earth change on the Premises.

B. The Township Planning Department shall receive all pertinent correspondence and permits received from the Michigan Department of Natural Resources (MDNR) regarding the status or development of wetlands within the Project prior to construction.

C. The Township Planning Department shall receive all correspondence and permits from the Kent County Drain Commissioner regarding storm water disposal.

SECTION XII. PERFORMANCE GUARANTEE

To insure compliance with this Ordinance and any conditions herein, Cascade Township may require reasonable performance guarantees (including irrevocable letters of credit, cash deposits, or surety bonds), as authorized under the Township Rural Zoning Enabling Act, as amended, or other statutes, to insure completion of improvements including, but not limited to: landscaping, grading, drainage, lighting, roads and utilities. The Township Board, Engineer, or Planning Director may require such guarantees at any time they deem necessary to insure completion of the improvements.

SECTION XIII. MASTER DEVELOPMENT PLAN FOR THE PROJECT, PHASING.

The Project shall conform to the Master Development plan for the project ("plan") approved by the Township Board and signed by the Township Supervisor on February 26, 1992. In the event the Developer elects to develop Phase II of the Project in separate distinct phases, he shall be required to submit site plans for each phase. The Cascade Township Planning Department Staff shall review and approve these plans prior to the construction of the intended phase to insure consistency with the Master Development Plan. This review shall be conducted at no monetary charge to the Developer, provided that no amendment or variance to this Ordinance or the Cascade Charter Township Zoning Ordinance is required.

SECTION XIV. ENFORCEMENT

The Developer is required to adhere to the operational restrictions and development specifications as set forth in this Ordinance, the Development Plan, and the Application and Specifications approved by the Township on February 26, 1992. If Township officials determine that the Developer is not in compliance with either the operational or development requirements of the Ordinance or Plan and Specifications submitted by the Developer or any other law, the Township shall provide the Developer with seven (7) days written notice during which the Developer is required to correct such non-compliance. If the non-compliance involves a matter of public safety, health or danger, the Developer shall be required to correct the non-compliance immediately, and in no event more than 24 hours of receiving the notice. Such notices shall be sent by certified mail, first class mail, or hand delivered to Developer's place of business. The notice shall be effective upon its delivery or one day after the date of mailing.

These remedial time periods shall apply unless the Township agrees in writing to allow an extension of the time period.

In the event that the Developer does not correct the non-compliance within the times prescribed above, the permit issued under the Township's mineral extraction provisions of the Zoning Ordinance shall be revoked and Developer shall cease and desist from engaging in any further activity under this Ordinance. If Developer engages in any further activities beyond these time periods, Developer shall be assessed civil penalties in the amount of Two Thousand Dollars (\$2,000) per day for each day that the non-conforming activities continue. The civil penalty shall constitute a lien upon the real property comprising the Project and the Township is hereby authorized to record an affidavit as to the existence and amount of the lien at the office of the Register of Deeds for Kent County. The lien may be enforced in any manner as authorized by law for enforcement of liens or mortgages.

The performance guarantees as set forth in this Ordinance shall be broad enough to cover the civil penalty as set forth in this provision. The remedies in this provision shall be in addition to all other remedies as set forth in the Cascade Township Zoning Ordinance, the Township Rural Zoning Enabling Act or such other remedies provided by law (including but not limited to the ability of the Township to revoke a PUD approval, abate a nuisance,

utilize performance guarantees and/or pursue criminal prosecuting). This Ordinance and the remedies provided in this provision shall be enforceable by way of an action at law and in equity and by way of injunctive relief and shall inure to the benefit of the Township and its residents.

SECTION XV. EFFECTIVE DATE

This Ordinance shall become effective upon publication in the Grand Rapids Press, a newspaper of general circulation within Cascade Charter Township.

SECTION XVI. BINDING NATURE.

This ordinance and the requirements contained herein shall be recorded with the Kent County Register of Deeds Office and run with the land and shall bind the parties' assigns, successors, and transferees.

SECTION XVII. EFFECT.

The Cascade Charter Township Zoning Ordinance, as amended, except as otherwise expressly amended herein, shall remain in full force and effect.

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

YEAS: Boonenberg, Carpenter, Champion, Hansen, Henning, Julien, Parrish
NAYS: None
ABSENT: None
ABSTAIN: None

ORDINANCE DECLARED ADOPTED.

Brenda J. Henning
Cascade Charter Township Clerk

CERTIFICATION

I hereby certify the foregoing to be a true copy of an Ordinance adopted at a Regular Meeting of the Cascade Charter Township Board on the 26th day of February, 1992.

Brenda J. Henning
Cascade Charter Township Clerk

Attachment A

Legal Description of The Premises

Part of the south one-half of Section 9, T6N, R10W, Cascade Township, Kent County, Michigan, described as: Beginning at a point that is 870.60 feet Northwesterly along the

centerline of Cascade Road, from the South line of said Section; thence N 30 degrees 59'40"W 875.42 feet (Recorded as 854.10 feet) along the centerline of Cascade Road to a point being S 30 degrees 59'40"E 217.30 feet along the centerline of said road from the South line of Cascade School Brook Plat extended East; thence N 81 degrees 50'20"E 279.00 feet; thence N 08 degrees 20'10"W 165.00 feet to the South line of the North 57.0 acres of the SW ¼, said Section 9; thence N 87 degrees 25'00"E 343.53 feet along the South line of the North 57.0 acres, said SW ¼, to a point S 02 degrees 50'30"E 964.50 feet along the North-South ¼ line from the center of Section; thence S 61 degrees 10'10"E 496.28 feet; thence N 58 degrees 04'45"E 179.80 feet; thence N 37 degrees 21'15"E 376.70 feet to the SW corner of Lot 11 of Oak Brook alley, a recorded plat in Kent County, Liber 63, Page 10; thence N 85 degrees 28'00"E 128.23 feet along the South line of Lot 11 to the SW corner of Lot 10 of said plat; thence S 11 degrees 25'00"E 25.00 feet along the West line of said Lot 10 extended Southerly; thence N 74 degrees 58'10"E 145.17 feet to the East line of said Lot 10 extended Southerly; thence N 14 degrees 47'00"W 25.0 feet along said extended East lot line to SE corner of said Lot 10; thence N 78 degrees 11'00"E 113.29 feet along the South line of Lot 9 of said plat to the SW corner of Lot 8 of said Plat; thence S 86 degrees 06'00"E 122.02 feet along the South line of said Lot 8 to the East 1/8 line of said Section; thence S 03 degrees 15'00"E 512.39 feet along said East 1/8 line; thence S 29 degrees 25'35"W 230.21 feet; thence S 70 degrees 58'51"W 1455.14 feet (recorded as 1468.05 feet) to the point of beginning.

Attachment B

Legal Description of The Non-Development Area

Part of the S ½, Section 9, T6N, R10W, Cascade Township, Kent County, Michigan, described as: Beginning at the SW corner of Lot 8, Oak Brook Valley, a recorded plat in Kent County, Liber 63, Page 10; thence S 86 degrees 06'00"E 122.02 feet along the South line of said Lot 8; thence S 03 degrees 15'00"E 369.02 feet along the East 1/8 line of Section 9; thence N 56 degrees 42'23"W 231.91 feet; thence N 86 degrees 48'35"W 162.40 feet; thence S 82 degrees 19' 05"W 112.64 feet; thence S 29 degrees 56'02"W 267.53 feet; thence S 60 degrees 44'18"W 59.07 feet; thence S 74 degrees 57'33"W 288.91 feet; thence N 61 degrees 10'10"W 529.31 feet; thence N 08 degrees 20'10"W 107.81 feet; thence N 87 degrees 25'00"E 75.00 feet along the South line of the North 57 acres of the SW ¼ of said Section to a point on the North-South line, being S 02 degrees 50'30"E 964.50 feet from the center of Section 9; thence S 61 degrees 10'10"E 496.28 feet; thence N 58 degrees 04'45"E 179.80 feet; thence N 37 degrees 21'15"E 376.70 feet to the SW corner of Lot 11 of said Oak Brook Valley Plat; thence N 85 degrees 28'00"E 128.23 feet along the South line of Lot 11 to the SW corner of Lot 10 of said plat; thence S 11 degrees 25'00" E 25.0 feet along the West line of said Lot 10 extended Southerly; thence N 74 degrees 58'10"E 145.17 feet to the East line of said Lot 10 extended southerly; thence N 14 degrees 47'00"W 25.0 feet along said extended East Lot line to SE corner of said Lot 10; thence N 78 degrees 11'00" E 113.29 feet along the South line of Lot 9 of said plat to the SW corner of Lot 8 of said plat and the point of beginning.

Attachment C

:Legal Description of The Phase Two – Single Family Residential Development

Part of the S ½, Section 9, T6N, R10W, Cascade Township, Kent County, Michigan, described as: Beginning at the SW corner of Lot 8, Oak Brook Valley, a recorded plat in Kent County, Liber 63, Page 10; thence S 86 degrees 06'00"E 122.02 feet along the South line of said Lot 8, thence S 03 degrees 15'00"E 512.39 feet along the East 1/8 line of Section 9; thence S 29 degrees 25'35"W 230.21 feet; thence S 70 degrees 58'51"W 669.70 feet; thence N 19 degrees 01'09"W 386.75 feet; thence S 74 degrees 57'33"W 69.92 feet; thence N 61 degrees 10'10"W 529.31 feet; thence N 08 degrees 20'10"W 107.81 feet; thence N 87 degrees 25'00"E 75.00 feet along the South line of the North 57 acres of the SW ¼ of said Section to a point on the North-South ¼ line, being S 02 degrees 50'30"E 964.50 feet from the center of Section 9; thence S 61 degrees 10'10"E 496.28 feet; thence N 58 degrees 04'45"E 179.80 feet; thence N 37 degrees 21'15"E 376.07 feet to the SW corner of Lot 11 of said Oak Brook Valley Plat; thence N 85 degrees 28'00"E 128.23 feet along the South line of Lot 11 to the SW corner of Lot 10 of said plat; thence S 11 degrees 25'00"E 25.0 feet along the West line of said Lot 10 extended Southerly; thence N 74 degrees 58'10"E 145.17 feet to the East line of said Lot 10 extended Southerly; thence N 14 degrees 47'00"W 25.0 feet along said extended East Lot line to SE corner of said Lot 10; thence N 78 degrees 11'00"E 113.29 feet along the South line of Lot 9 of said plat to the SW corner of Lot 8 of said plat and the point of beginning.

Attachment D

Legal Description of The Phase Two – Commercial Development

Part of the South one-half of Section 9, T6N, R10W, Cascade Township, Kent county, Michigan, described as: Beginning at a point that is 870.60 feet Northwesterly along the centerline of Cascade Road, from the South line of said section; thence N 30 degrees 59'40"W 875.42 feet (Recorded as 854.10 feet) along the centerline of Cascade Road to a point being S 30 degrees 59'40" E 217.30 feet along the centerline of said road from the South line of Cascade School Brook Plat extended East; thence N 81 degrees 50'20"E 279.00 feet; thence N 08 degrees 20'10"W 165.00 feet to the south line of the North 57.0 acres of the SW 1/4, said Section 9; thence N 87 degrees 25'00"E 268.53 feet along the South line of the North 57.0 acres, said SW 1/4; thence S 08 degrees 20'10" E 107.81 feet; thence S 61 degrees 10'10"E 529.31 feet; thence N 74 degrees 57'33"E 69.92 feet; thence S 19 degrees 01'19"E 386.75 feet; thence S 70 degrees 58'51"W 785.44 feet (recorded as 798.05 feet) to the point of beginning.

CASCADE CHARTER TOWNSHIP

Ordinance #7 of 1993

AN ORDINANCE TO AMEND ORDINANCE 3 OF 1992, THE THORNAPPLE CENTRE PLANNED UNIT DEVELOPMENT PROJECT.

CASCADE CHARTER TOWNSHIP ORDAINS:

Section 1. Amendments to the Thornapple Centre PUD Ordinance

Delete Section VIII(A)(1) of Ordinance #3 of 1992 as follows:

1. A single-family residential development (single-family detached) which shall contain no more than 13 residential dwellings on 13 lots or site condominium units.

Add a new Section VIII(A)(1) as follows:

1. A single family residential development (single-family detached) which shall contain no more than 16 residential dwellings on 16 lots or site condominium units.

Delete Section VIII(D) of Ordinance #3 of 1992 as follows:

The single-family residential development shall be developed as generally shown on the approved PUD site plan dated February 26, 1992.

Add a new Section VIII(D) as follows:

The single-family residential development shall be developed as generally shown on the approved PUD site plan dated **April 14, 1993**.

Delete Section IX(C) of Ordinance #3 of 1992 as follows:

Individual site plans for each commercial building in the Phase Two – commercial development shall be reviewed and approved by the Cascade Township Planning Department Staff prior to construction. Each site plan shall contain the information required in Chapter 21 of the Cascade Charter Township Zoning Ordinance.

Add a new Section IX (C) as follows:

Individual site plans for each commercial building in the Phase Two – commercial development shall be reviewed and approved by the Cascade Township **Planning**

Commission prior to construction. Each site plan shall contain the information required in Chapter 21 of the Cascade Charter Township Zoning Ordinance.

Delete Section IX (G) (3) paragraph 1 of Ordinance #3 of 1992 as follows:

All interior areas that are not devoted to parking or buildings shall be landscaped in the following manner: Unless otherwise approved by the Cascade Township Planning Department Staff, for every 1000 square feet of required landscape area, the applicant shall provide 5 plant units of landscaping.

Add a new Section IX(G)(3) paragraph 1 as follows:

All interior areas that are not devoted to parking or buildings shall be landscaped in the following manner: Unless otherwise approved by the Cascade Township Planning Department Staff, for every 500 square feet of required landscape area, the applicant shall provide 5 plant units of landscaping.

Delete Attachment "A" of Ordinance #3 of 1992 as follows:

Existing "Legal Description of the "Premises"

Add a new Attachment "A" as follows:

Amended "Legal Description of the Premises"

Delete Attachment C" of Ordinance #3 of 1992 as follows:

Existing "Legal Description of the Phase Two – Single Family Residential Development"

Add a new Attachment "C" as follows:

Amended "Legal Description of the Phase Two – Single Family Residential Development"

Delete Attachment "D" of Ordinance #3 of 1992 as follows:

Existing "Legal Description of the Phase Two – Commercial Development"

Add a new Attachment "D" as follows:

Amended "Legal Description of the Phase Two – Commercial Development"

Section 2. Effective Date

This Ordinance shall become effective upon publication in the Grand Rapids Press, a newspaper of general circulation within Cascade Charter Township.

Section 3. Effect

The Cascade Charter Township Zoning Ordinance, as amended, and Ordinance #3 of 1992, except as otherwise expressly amended herein, shall remain in full force and effect.

The foregoing Ordinance amendments were offered by Board Member Carpenter, supported by Board Member Boonenberg. The roll call vote being as follows:

YEAS: Boonenberg, Carpenter, Hansen, Henning, Johnson, Julien, VanStrien

NAYS: None
ABSENT: None
ABSTAIN: None

ORDINANCE DECLARED ADOPTED.

Brenda J. Henning
Cascade Charter Township Clerk

CERTIFICATION

I hereby certify the foregoing to be a true copy of an Ordinance adopted at a regular meeting of the Cascade Charter Township Board on the 14th day of April, 1993.

Brenda J. Henning
Cascade Charter Township Clerk

Attachment A (Revised 4-14-03)

Legal Description of the Premises

That part of the S ½, Section 9, T6N, R10W, Cascade Township, Kent County, Michigan, described as: Commencing at the S ¼ corner of Section 9; thence N 02 degrees 50'41" W 401.78 feet along the N-S ¼ line of said Section 9 to a point on the centerline of Cascade Road; thence Northwesterly 244.08 feet along said centerline and a 5729.65 foot radius curve to the right, the central angle being 02 degrees 26'27", the chord bearing N 33 degrees 40'28"W 244.06 feet to the POINT OF BEGINNING; thence Northwesterly 145.96 feet along said centerline and a 5729.65 foot radius curve to the right, the central angle being 01 degrees 27'34" the long chord bearing N 31 degrees 43'27" W 145.95 feet; thence N 30 degrees 59'40" W 868.97 feet along said centerline of Cascade Road to a point being S 30 degrees 59'40"E 217.30 feet along the centerline of said road from the South line of Cascade School Brook Plat extended East; thence N 81 degrees 50'20"E 279.00 feet; thence N 08 degrees 20'10"W 165.00 feet to the South line of the North 57.0 acres of the SW 1/4, said Section 9; thence N 87 degrees 25'00"E 343.53 feet along the South line of the North 57.0 acres, said SW ¼, to a point S 02 degrees 50'30"E 964.50 feet along the North-South ¼ line from the center of Section 9; thence S 61 degrees 10'10"E 496.28 feet; thence N 58 degrees 04'45" E 179.80 feet; thence N 37 degrees 21'15"E 376.70 feet to the SW corner of Lot 11 of Oak Brook Valley, a recorded plat in Kent County, Liber 63, Page 10; thence N 85 degrees 28'00"E 128.23 feet along the South line of Lot 11 to the SW corner of Lot 10 of said plat; thence S 11 degrees 25'00" E 25.00 feet along the west line of said Lot 10 extended Southerly, thence N 74 degrees 58'10"E 145.17 feet to the East line of said Lot 10 extended Southerly, thence N 14 degrees 47'00"W 25.0 feet along said extended East lot line to SE corner of said Lot 10; thence N 78 degrees 11'00"E 113.29 feet along the South line of Lot 9 of said plat to the

SW corner of Lot 8 of said Plat; thence S 86 degrees 06'00"E 122.02 feet along the South line of said Lot 8 to the East 1/8 line of said Section; thence S 03 degrees 15'00"E 369.02 feet along said east 1/8 line to a point that is S 03 degrees 15'E 1174.24 feet from the E-W ¼ line; thence N 82 degrees 10'04"E 61.83 feet; thence S 37 degrees 54'29"E 400.19 feet; thence S 50 degrees 11'25"W 193.26 feet thence Northwesterly 56.67 feet along a 259.73 foot radius curve to the left, the central angle being 12 degrees 30'06", the long chord bearing N 49 degrees 46'43"W 56.56 feet; thence N 56 degrees 01'45" W 217.70 feet; thence S 29 degrees 25'35"W 584.50 feet; thence N 60 degrees 34'19"W 172.87 feet; thence S 62 degrees 54'31"W 601.63 feet; thence N 33 degrees 31'16"W 200.00 feet; thence S 62 degrees 54'22" W 290.27 feet to the point of beginning. Subject to a highway Right of Way for Cascade Road over the Southwesterly 60.00 feet thereof.

Attachment C (Revised 4-14-93)

Legal Description of The Phase Two – Single Family Residential Development

That part of the S 1/2, Section 9, T6N, R10W, Cascade Township, Kent County, Michigan, described as: Commencing at the S ¼ corner of Section 9; thence N 02 degrees 50'41" W 401.78 feet along the N-S line of said Section 9 to a point on the centerline of Cascade Road; thence Northwesterly 44.11 feet along said centerline and a 5729.65 foot radius curve to the right, the central angle being 00 degrees 26'28", the chord bearing N 34 degrees 40'27"W 44.11 feet; thence N 62 degrees 54'31"E 892.13 feet to the point of beginning; thence N 33 degrees 13'01"W 727.48 feet; thence N 58 degrees 04'45"E 179.80 feet; thence N 37 degrees 21'15"E 376.70 feet to the SW corner of Lot 11 of Oak Brook Valley, a recorded plat in Kent County, Liber 63, Page 10; thence N 85 degrees 28'00"E 128.23 feet along the South line of Lot 11 to the SW corner of Lot 10 of said plat; thence S 11 degrees 25'00"E 25.00 feet along the West line of said Lot 10 extended Southerly, thence N 74 degrees 58'10"E 145.17 feet to the east line of said Lot 10 extended Southerly; thence N 14 degrees 47'00"W 25.00 feet along said extended East lot line to SE corner of said Lot 10; thence N 78 degrees 11'00"E 113.29 feet along the South line of Lot 9 of said plat to the SW corner of Lot 8 of said Plat; thence S 86 degrees 06'00"E 122.02 feet along the South line of said Lot 8 to the east 1/8 line of said Section; thence S 03 degrees 15'00"E 369.02 feet along said East 1/8 line to a point that is S 03 degrees 15'E 1174.24 feet from the E-W ¼ line; thence N 82 degrees 10'04"E 61.83 feet; thence S 37 degrees 54'29"E 400.19 feet; thence S 50 degrees 11'25"W 193.26 feet; thence Northwesterly 56.67 feet along a 259.73 foot radius curve to the left, the central angle being 12 degrees 30'06", the long chord bearing N 49 degrees 46'43"W 56.56 feet; thence N 56 degrees 01'45"W 217.70 feet; thence S 29 degrees 25'35"W 584.50 feet; thence N 60 degrees 34'19"W 172.87 feet.

Attachment D (Revised 4-14-93)

Legal Description of The Phase Two – Commercial Development

That part of the S ½; Section 9, T6N, R10W, Cascade Township, Kent County, Michigan, described as: Commencing at the S ¼ corner of Section 9; thence N 02 degrees 50'41"W 401.78 feet along the N-S ¼ line of said Section 9 to a point on the centerline of Cascade Road; thence Northwesterly 244.08 feet along said centerline and a 5729.65 foot radius curve to the right, the central angle being 02 degrees 26'27", the chord bearing N 33 degrees 40'28"W 244.06 feet to the POINT OF BEGINNING; thence northwesterly 145.96 feet along said centerline and a 5729.65 foot radius curve to the right, the central angle being 01 degrees 27'34", the long chord bearing N 31 degrees 43'28"W 145.95 feet; thence N 30 degrees 59'40"W 868.97 feet along said centerline of Cascade Road to a point being S 30 degrees 59'40"E 217.30 feet along the centerline of said road from the South line of Cascade School Brook Plat extended East; thence N 81 degrees 50'20"E 279.00 feet; thence N 08 degrees 20'10"W 165.00 feet to the South line of the North 57.0 acres of the SW ¼, said Section 9; thence N 87 degrees 25'00"E 343.53 feet along the South line of the North 57.0 acres, said SW ¼, to a point S 02 degrees 50'30"E 964.50 feet along the North-South ¼ line from the center of Section 9; thence S 61 degrees 10'10"E 496.28 feet; thence S 33 degrees 13'01"E 727.48 feet; thence S 62 degrees 54'31"W 601.63 feet; thence N 33 degrees 31'16"W 200.00 feet; thence S 62 degrees 54'22"W 290.27 feet to the point of beginning. Subject to a highway Right of Way for Cascade Road over the Southwesterly 60.00 feet thereof.

CASCADE CHARTER TOWNSHIP

Ordinance #13 of 1994

AN ORDINANCE TO AMEND ORDINANCE 3 OF 1992, AND ORDINANCE 7 OF 1993, THE **THORNAPPLE CENTRE** PLANNED UNIT DEVELOPMENT PROJECT

CASCADE CHARTER TOWNSHIP ORDAINS:

Section 1. Amendments to the Thornapple Centre PUD Ordinance

Add a new Section IX(D)(6)(f) under The following signs are permitted as follows:

f. The following signs shall be permitted within the portion of the development owned by Daane's (See Attachment E – "Legal Description for Daane's Property):

Sign Type	Sign Size
1 Ground Mounted Identification Sign (for project)	50 square feet
1 Nameplate per tenant	8 square feet
1 Temporary Sign (sale or lease type)	32 square feet
Directional Signs	5 square feet each
Wall Signs	Sign Area to be determined by approved elevation drawings dated 3-10-94 and attached as Attachment F.

NOTES:

1) There shall be no individual freestanding signs for any single tenant within the Daane's property.

2) Wall signs shall consist of only individual letters and logos applied to the building within the allotted sign area.

Delete Section IX(D)(8) of Ordinance #3 of 1992 as follows:

The maximum height of any building within this development shall be 2 stories or 25 feet from grade as defined in the Cascade Charter Township Zoning Ordinance, whichever is less.

Add a new Section IX(D)(8) as follows:

The maximum height of any building within this development shall be 2 stories or 25 feet from grade as defined in the Cascade Charter Township Zoning Ordinance, whichever is less. The following are approved exceptions to this requirements:

Clock Tower	47 feet
Roof over the Daane's entry	29 feet
Tower in front of the Daane's building	40 feet

These exceptions are depicted on the approved elevation drawings dated February 7, 1994.

Add a new Section IX(D)(7) (c) as follows:

c. The lighting for the Daane's portion of the project (Attachment E) shall not exceed the following requirements:

- 1) Site lighting shall be installed as specified on the lighting plan received and dated March 30, 1994.
- 2) The parking lot light poles shall not exceed a height of 20 feet or contain any more than a 100 watt high pressure sodium lamp in each fixture.
- 3) The decorative lighting along the boulevard entrance shall contain no more than a 250 watt high pressure sodium lamp in each fixture.
- 4) All other decorative lighting shall contain no more than a 150 watt high pressure sodium lamp in each fixture.
- 5) The maximum height of all decorative light poles shall be 14 feet, with the lamp fixture located on top of the 14 foot pole.

Delete Attachment "A" of Ordinance #7 of 1993 as follows:

Existing "Legal Description of the "Premises"

Add a new Attachment "A" as follows:

Amended "Legal Description of the Premises"

Delete Attachment "D" of Ordinance #7 of 1993 as follows:

Existing "Legal Description of the Phase Two – Commercial Development"

Add a new Attachment "D" as follows:

Amended "Legal Description of the Phase Two – Commercial Development"

Section 2. Effective Date

This Ordinance shall become effective upon publication in the Grand Rapids Press, a newspaper of general circulation within Cascade Charter Township.

Section 3. Effect

The Cascade Charter Township Zoning Ordinance, as amended, Ordinance #7 of 1993, and Ordinance #3 of 1992, except as otherwise expressly amended herein, shall remain in full force and effect.

The foregoing Ordinance amendments were offered by Board Member Henning, supported by Board Member Hansen. The roll call vote being as follows:

YEAS: Boonenberg, Carpenter, Hansen, Henning, Johnson, Julien, Van Strien
NAYS: None
ABSENT: None

ORDINANCE DECLARED ADOPTED.

Brenda J. Henning
Cascade Charter Township Clerk

CERTIFICATION

I hereby certify the foregoing to be a true copy of an Ordinance adopted at a regular meeting of the Cascade Charter Township Board on the 27th day of April, 1994.

Brenda J. Henning
Cascade Charter Township Clerk

Attachment A

Legal Description of the Premises

That part of the S ½, Section 9, T6N, R10W, Cascade Township, Kent County, Michigan, described as: Commencing at the S ¼ corner of Section 9; thence N 02 degrees 50'41"W 401.78 feet along the N-S ¼ line of said Section 9 to a point on the centerline of Cascade Road; thence Northwesterly 244.08 feet along said centerline and a 5729.65 foot radius curve to the right, the central angle being 02 degrees 26'27", the chord bearing N 33 degrees 40'28"W 244.06 feet the POINT OF BEGINNING; thence Northwesterly 145.96 feet along said centerline and a 5729.65 foot radius curve to the right, the central angle being 01 degrees 27'34" the long chord bearing N 31 degrees 43'27" W 145.95 feet; thence N 30 degrees 59'40" W 868.97 feet along said centerline of Cascade road to a point being S 30 degrees 59'40"E 217.30 feet along the centerline of said road from the south line of Cascade School Brook Plat extended East; thence N 81 degrees 50'20"E 279.00 feet; thence N 08 degrees 20'10"W 165.00 feet to the South line of the North 57.0 acres of the SW 1;4, said Section 9; thence N 87 degrees 25'00"E 343.53 feet along the South

line of the North 57.0 acres, said SW 1/4, to a point S 02 degrees 50'30"E 964.50 feet along the North-South 1/4 line from the center of Section 9; thence S 61 degrees 10'10"E 496.28 feet; thence N 58 degrees 04'45"E 179.80 feet; thence N 37 degrees 21'15"E 376.70 feet to the SW corner of Lot 11 of Oak Brook Valley, a recorded plat in Kent County, Liber 63, Page 10; thence N 85 degrees 28'00"E 128.23 feet along the South line of Lot 11 to the SW corner of Lot 10 of said plat; thence S 11 degrees 25'00"E 25.00 feet along the west line of said Lot 10 extended Southerly, thence N 74 degrees 58'10"E 145.17 feet to the East line of said Lot 10 extended Southerly, thence N 14 degrees 47'00"W 25.0 feet along said extended East lot line to SE corner of said Lot 10; thence N 78 degrees 11'00"E 113.29 feet along the South line of Lot 9 of said plat to the SW corner of Lot 8 of said Plat; thence S 86 degrees 06'00"E 122.02 feet along the South line of said Lot 8 to the East 1/8 line of said Section; thence S 03 degrees 15'00"E 369.02 feet along said East 1/8 line to a point that is S 03 degrees 15'E 1174.24 feet from the E-W 1/4 line; thence N 82 degrees 10'04"E 61.83 feet; thence s 37 degrees 54'29"E 400.19 feet; thence S 50 degrees 11'25"W 193.26 feet thence Northwesterly 56.67 feet along a 259.73 foot radius curve to the left, the central angle being 12 degrees 30'06", the long chord bearing N 49 degrees 46'43"W 56.56 feet; thence N 56 degrees 01'45"W 217.70 feet; thence S 29 degrees 25'36"W 584.50 feet; thence N 60 degrees 34'19"W 172.87 feet; thence s 62 degrees 54'31"W 601.63 feet; thence N 33 degrees 31'16"W 200.00 feet; thence S 62 degrees 54'22"W 290.27 feet to the point of beginning. Subject to a highway Right of Way for Cascade Road over the Southwesterly 60.00 feet thereof.

That part of the S 1/2, Section 9, T6N, R10W, Cascade Township, Kent County, Michigan, described as: Commencing at the S 1/4 corner of Section 9; thence N 02 degrees 50'41"W 401.78 feet along the N-S 1/4 line of said Section 9 to a point on the centerline of Cascade Road and the POINT OF BEGINNING; thence Northwesterly 44.11 feet along said centerline and a 5729.65 foot radius curve to the right, the central angle being 00 degrees 26'28", the chord bearing N 34 degrees 40'27" W 44.11 feet; thence N 62 degrees 54'31"E 576.99 feet; thence S 30 degrees 59'40"E 185.62 feet; thence S 55 degrees 33'07"W 99.80 feet; thence S 39 degrees 15'03"E 220.24 feet; thence S 55 degrees 33'07"W 102.92 feet parallel with and N 39 degrees 15'03"W 150.30 feet from the North line of Orange Avenue, thence N 39 degrees 15'-3"W 150.00 feet parallel with the old centerline of Cascade Road; thence S 55 degrees 33'07"W 354.73 feet; thence Northwesterly 285.23 feet along the centerline of Cascade Road and a 5729.65 foot radius curve to the right, the central angle being 02 degrees 51'08"; the chord bearing N 36 degrees 19'15"W 285.21 to the point of beginning.

Attachment D

Legal Description of the Phase Two – Commercial Development

That part of the S 1/2, Section 9, T6N, R10W, Cascade Township, Kent County, Michigan, described as: Commencing at the S 1/4 corner of Section 9; thence N 02 degrees 50'41"W 401.78 feet along the N-S 1/4 line of said Section 9 to a point on the centerline of Cascade

Road; thence Northwesterly 244.08 feet along said centerline and a 5729.65 foot radius curve to the right, the central angle being 02 degrees 26'27", the chord bearing N 33 degrees 40'28"W 244.06 feet to the POINT OF BEGINNING; thence Northwesterly 145.96 feet along said centerline and a 5729.65 foot radius curve to the right, the central angle being 01 degrees 27'34", the long chord bearing N 31 degrees 43'27"W 145.95 feet; thence N 30 degrees 59'40"W 868.97 feet along said centerline of Cascade Road to a point being S 30 degrees 59'40"E 217.30 feet along the centerline of said road from the South line of Cascade School Brook Plat extended East; thence N 81 degrees 50'20" E 279.00 feet; thence N 08 degrees 20'10"W 165.00 feet to the South line of the North 57.0 acres of the SW ¼, said Section 9; thence N 87 degrees 25'00"E 343.53 feet along the South line of the North 57.0 acres, said SW 1/4, to a point S 02 degrees 50'30"E 964.50 feet along the North-South ¼ line from the center of Section 9; thence S 61 degrees 10'10" E 496.28 feet; thence S 33 degrees 13'01"E 727.48 feet; thence S 62 degrees 54'31"W 601.63 feet; thence N 33 degrees 31'16"W 200.00 feet; thence S 62 degrees 54'22"W 290.27 feet to the point of beginning. Subject to a highway Right of Way for Cascade Road over the Southwesterly 60.00 feet thereof.

That part of the S 1/2, Section 9, T6N, R10W, Cascade Township, Kent County, Michigan, described as: Commencing at the S ¼ corner of Section 9; thence N 02 degrees 50'41"W 401.78 feet along the N-S ¼ line of said Section 9 to a point on the centerline of Cascade Road and the POINT OF BEGINNING: thence Northwesterly 44.11 feet along said centerline and a 5729.65 foot radius curve to the right, the central angle being 00 degrees 26'28", the chord bearing N 34 degrees 40'27"W 44.11 feet; thence N 62 degrees 54'31"E 576.99 feet; thence S 30 degrees 59'40"E 185.62 feet; thence S 55 degrees 33'07"W 99.80 feet; thence S 39 degrees 15'03"E 220.24 feet; thence S 55 degrees 33'07"W 102.92 feet parallel with and N 39 degrees 15'03"W 150.30 feet from the North line of Orange Avenue, thence N 39 degrees 15'03"W 150.00 feet parallel with the old centerline of Cascade Road; thence S 55 degrees 33'07"W 354.73 feet; thence Northwesterly 285.23 feet along the centerline of Cascade Road and a 5729.65 foot radius curve to the right, the central angle being 02 degrees 51'08"; the chord bearing N 36 degrees 19'15"W 285.21 to the point of beginning. Contains 172,964 s.f. or 3.97 acres.

Attachment E

Legal Description of Daane's Property

That part of the S 1/2, Section 9, T6N, R10W, Cascade Township, Kent County, Michigan, described as: Commencing at the S ¼ corner of Section 9, thence N 02 degrees 50'41"W 401.78 feet along the N-S 1/4 line of said Section 9 to a point on the centerline of Cascade Road, thence Northwesterly 390.04 feet along said centerline and a 5729.65 foot radius curve to the right, the central angle being 03 degrees 54'01", the chord bearing N 32 degrees 56'41"W 389.96 feet; thence N 30 degrees 59'40"W 31.21 feet to the point of beginning; (the previous two courses being along said centerline of

Cascade Road), thence N 59 degrees 00'20"E 290.00 feet; thence S 31 degrees 25'02"E 196.90 feet; thence S 33 degrees 31'16"E 200.00 feet; thence N 62 degrees 54'31"E 601.63 feet; thence N 33 degrees 12'58"W 607.72 feet; thence S 74 degrees 57'33"W 99.37 feet; thence N 61 degrees 10'10"W 178.23 feet; thence S 59 degrees 00'20"W 401.82 feet; thence S 30 degrees 59'40"E 285.00 feet; thence S 59 degrees 00'20"W 290.00 feet; thence S 30 degrees 59'40"W 66.00 feet to the point of beginning. Subject to a highway right of way for Cascade Road over the Southwesterly 60.00 feet thereof. 10.38 Acres 452,233.42 s.f.

**CASCADE CHARTER TOWNSHIP
Ordinance #1 of 2001**

AN ORDINANCE TO AMEND ORDINANCE #3 OF 1992,
THE THORNAPPLE CENTRE
PLANNED UNIT DEVELOPMENT PROJECT.

CASCADE CHARTER TOWNSHIP ORDAINS:

Section 1. An Amendment to The Thornapple Centre PUD Ordinance

Amend Section IX(D)(6)(h) under *The following signs are permitted:*

- h. Building E – (Building to the southwest of the Daane’s Building) Tenants may place wall signs in the existing cutouts provided that the signs relate to a business located in Building E. Signs shall not exceed 50 square feet in size per cutout.

Building F – (Building west of Building A) Tenants may place wall signs in the existing cutouts provided the signs relate to a business that is located in Building F. Signs shall not exceed 50 square feet in size per cutout.

Section 2. Effective Date

This PUD Ordinance amendment shall become effective upon publication in the Grand Rapids Press, a newspaper of general circulation within Cascade Charter Township.

Section 3. Effect

The Cascade Charter Township Zoning Ordinance, as amended, and the remainder of Ordinance #3 of 1992, #7 of 1993 and #13 of 1994 except as otherwise expressly amended herein, shall remain in full force and effect.

The foregoing Ordinance amendment was offered by Board Member Timmons, supported by Board Member Goodyke. The roll call vote being as follows:

YEAS: Timmons, Goodyke, Carpenter, Julien, Kleinheksel, Parrish

NAYS:

ABSENT: Jones

ORDINANCE DECLARED ADOPTED.

Marlene Kleinheksel
Cascade Charter Township Clerk

CERTIFICATION

I hereby certify the foregoing to be a true copy of an Ordinance adopted at a regular meeting of the Cascade Charter Township Board on the 10th day of January, 2001.

Marlene Kleinheksel
Cascade Charter Township Clerk

Memorandum

To: Cascade Charter Township Planning Commission
From: Steve Peterson, Community Development Director
Subject: Discussion of possible ordinance amendments
Meeting Date: November 20, 2017

In an attempt to address comments we have heard in business and community surveys as well as the recent Supreme Court Decision regarding the need to address the regulation of signs on a content neutral basis. The Township staff has conducted a series of meetings with business/property owners to discuss possible amendments to the sign ordinance.

I have attached a copy of the proposed changes with the "tracking" on so you can see the changes. I would summarize the changes as allowing more options than we currently have. Below is a brief description of the changes that will be proposed:

- Electronic reader boards that are allowed to change more than once per day.
- Some allowance for temporary signs per business on the wall and per property.
- Allowing signs closer to the road right of way.
- Improving definitions.
- Eliminating sections of the sign ordinance such as the sign landscaping requirements or the reduction of wall signage for the use of a canopy.
- Allow for larger taller signs in the Village business district.

This is for discussion only and once we feel comfortable with the changes we can hold a public hearing before making a recommendation to the Township Board.

CASCADE CHARTER TOWNSHIP

Ordinance No. 14 of 1997

**AN ORDINANCE TO REPEAL ORDINANCE NO. 12 OF 1988, AS AMENDED, TO
REGULATE THE TYPE, NUMBER, PLACEMENT, MANNER AND PHYSICAL
DIMENSIONS OF SIGNS IN CASCADE CHARTER TOWNSHIP.**

The Cascade Charter Township Board Ordains:

CHAPTER 1. TITLE.

This Ordinance shall be known and may be cited as the "Cascade Charter Township Sign Ordinance."

CHAPTER 2. PURPOSE.

The intent of this Ordinance is to regulate the type, number, physical dimensions, erection, placement and maintenance of signs in Cascade Charter Township. The purpose of the limitations, regulations, and standards established herein is to:

1. Promote the public peace, health, and safety of residents and visitors;
2. Protect the natural beauty and distinctive character of Cascade Charter Township;
3. Protect commercial districts from visual chaos and clutter;
4. Provide an environment which fosters growth and development of business;
5. Protect property values;
6. Eliminate distractions which are hazardous to motorists and pedestrians;
7. Protect the public's ability to identify establishments and premises; and
8. Protect the public's interest in public buildings, public streets, roads and highways and open spaces.
9. Balancing the individual rights of property owners to communicate their message with the public's right to be free of unreasonable distractions and aesthetic intrusions.

CHAPTER 3. SCOPE.

Except as otherwise expressly provided herein, this Ordinance shall not relate building design. Nor shall the Ordinance regulate official traffic or government signs; the content of signs; signs not intended visible from public roads or off of the property where the sign is located; scoreboards at athletic fields; gravestones; barber poles under three (3) feet in height; religious symbols; commemorative plaques; the display of street numbers or names; or any display structure or construction not defined herein as a sign.

CHAPTER 4. DEFINITIONS.

As amended by Ord no 6 of 2011; 5/11/11

For the purpose of this Ordinance the following words or phrases are defined as follows:

Abandoned Sign - A sign which no longer identifies or advertises a currently operating business, lessee, service, owner, product, or activity, and/or for which no legal owner can be found.

Administrator - The Planning Director, or his assigns, for Cascade Charter Township.

Advertising Display Area - The advertising display surface area (copy area) encompassed within any regular geometric figure which would enclose all or part of the sign. The structural supports for a sign, whether they be columns, pylons, or a building, or a part thereof, shall not be included in the advertising area.

Air-filled or Gas-filled Balloon Sign - A sign which is made of a nonporous bag of tough light material filled with heated air or a gas lighter than air used to convey advertising copy or announce a special event on a temporary basis.

Airport Entry Sign - A sign identifying or recognizing an entry point into the airport, air cargo facility or airport viewing area.

Animated Sign - A sign which uses movement or change of lighting to depict action or to create a special effect or scene. (Compare with "Flashing Sign").

Awning - A shelter projecting from and supported by the exterior wall of a building constructed of nonrigid materials on a supporting framework. (Compare with "Marquee").

~~**Awning/Canopy Sign** - Letters, numerals or other drawings painted on, printed on, or attached flat against the surface of an awning/canopy.~~

Banner Sign - A sign intended to be hung either with or without frames, possessing characters, letters, illustrations, or ornamentation applied to paper, plastic, or fabric of any kind. National flags, flags of political subdivisions, symbolic flags of any institution or business and seasonal decorations that do not contain any advertising copy placed on light or utility poles shall not be considered banners for the purpose of this Ordinance.

Beacon - Any light with one or more beams directed into the atmosphere or directed at one or more points not on the same zone lot as the light source; also, any light with one or more beams that rotate or move.

Bench Sign - A sign located on any part of the surface of a bench or seat placed on or adjacent to a right-of-way.

Billboard - A sign which advertises an establishment, service, merchandise, use, entertainment, activity, produce or message which is not conducted, sold, produced, manufactured or furnished upon the parcel or lot where the sign is located.

~~**Changeable Copy Sign Electronic Changeable Message Sign** - A sign upon which an electronic display or message is conveyed, can be changed once a day by physical replacement of the display or message or electronic change of the message not more than once per 24 hours.~~

Clearance (of a Sign) - The smallest vertical distance between the grade of the adjacent street or street curb and the lowest point of any sign, including framework and embellishments, extending over that grade.

Commercial Establishment - A separate business or commercial operation. Examples of a "commercial establishment" in various contexts would include, without limiting, the following:

A business operating independent of any other business located in a free-standing building, in a strip mall, a business completely separated from other businesses by walls from the ground up and with a door which may regularly be used by the public for exclusive ingress and egress to that business; and in an enclosed structure with a shared climate controlled area, a business completely separated from other businesses by walls from the ground up and with a door or entrance which may regularly be used by the public for exclusive ingress and egress to that business and which may be closed to the public even while the common area is open to the public; and, in an office building, a business holding itself out to the public as a single entity, independent of other businesses or persons.

Commercial Message - Any sign wording, logo, or other representation that, directly or indirectly, names, advertises, or calls attention to a business, product, service, or other commercial activity.

~~**Construction Sign**—A sign which displays the name or names of principal contractors, architects and lending institutions and/or others responsible for the construction on the site where the sign is placed.~~

Copy - The wording on a sign surface in either permanent or removable letter form.

Development/Building Identification Sign - A sign which identifies a development or building by its recognized name, not including a product or service.

Directional Sign, Single Tenant - A sign providing directions for vehicular or pedestrian circulation into or out of a development having a single tenant within the building or upon the parcel. A directional sign shall not contain advertising display copy and shall be located on the property where the development is located.

Directional Sign, Multi-Tenant - A sign providing directions for vehicular or pedestrian circulation into or out of a development having more than one commercial or office tenants located in the same building or on the same parcel. A directional sign shall not contain advertising display copy and shall be located on the property where the development is located.

Directory Sign - A sign which displays the names and locations of occupants or the use of a building.

Facade - The entire building front including the parapet.

Face of Sign - The area of a sign on which the copy or display is placed.

Festoons - A string of ribbons, tinsel, flags, pennants or pinwheels.

Flag - Any fabric, banner, or bunting containing distinctive colors, patterns or symbols, used as a symbol of a government or political subdivision.

Flashing Sign - A sign which contains an intermittent or sequential flashing light source used to attract attention. This does not include ~~electronic changeable message signs changeable-copy signs~~, animated signs, as defined in this Ordinance, or signs which through reflection or other means, create an illusion of flashing of intermittent light. (Compare with "Animated Sign" and "~~Changeable Copy Sign~~~~Electronic Changeable Message Sign~~").

Freestanding Sign - A sign structurally separated from a building.

Government Sign - A sign erected and maintained by Cascade Charter Township, the county, state, or federal government.

Height (of a Sign) - The vertical distance measured from the highest point of the sign, including any decorative embellishments, to the grade of the adjacent street or the surface grade beneath the sign, whichever ground elevation is less (Compare with "Clearance").

Illegal Sign - A sign which does not meet the requirements of this Ordinance and which has not received legal nonconforming status.

Illuminated Sign - A sign with an artificial light source incorporated internally or externally for the purpose of illuminating the sign.

Incidental Sign - A sign, emblem, or decal informing the public of the goods, facilities, or services available on the premises, whose purpose is secondary to the use of the zone lot. No sign with a commercial message legible from a position off the zone lot on which the sign is located shall be considered incidental.

Light Pole Sign - Seasonal and decorative in nature and theme that do not advertise a product, service or business and which pertain to holidays and/or community-wide or governmental events or districts. Light pole signs may be attached to light or utility poles only after approval of the appropriate utility and the Cascade Township Planning Director.

Lot - A plot or parcel of land having frontage and access upon a public street or approved private street whether or not the plot or parcel is part of a recorded plat.

Maintenance - The cleaning, painting, repair, or replacement of defective parts of a sign in a manner that does not alter the basic copy, design, or structure of the sign.

Mansard - A sloped roof or roof-like facade architecturally comparable to a building wall.

Marquee - A permanent roof-like structure or canopy of rigid materials supported by and extending from the facade of a building. (Compare with "Awning").

Marquee Sign - A sign attached to or supported by a marquee structure.

Municipal Sign - A permanent sign erected and maintained by Cascade Charter Township identifying entrances into the community or a defined district. (Amended by Ord. No. 13 of 2000)

Nameplate - A nonelectric on-premise sign giving only the name, address, and/or occupation of an occupant or group of occupants.

Non-commercial Temporary Sign: A temporary sign which does not display a commercial message

Nonconforming Sign - A sign which was legally erected prior to this Ordinance but which does not conform to this Ordinance.

Occupancy - The portion of a building or premises owned, leased, rented, or otherwise occupied for a given use.

Off-Premise Sign - Another word for a billboard.

On-Premise Sign - A sign which pertains to the use of the premises on which it is located.

Painted Wall Sign - A sign which is applied with paint or similar substance on the face of a wall.

Parapet - The extension of a false front or wall above a roofline.

Pennant - Any lightweight plastic, fabric, or other material, whether or not containing a message of any kind, suspended from a rope, wire, or string, usually in series, designed to move in the wind.

Permanent Sign - A sign which is permanently affixed into the ground or a building and meets the requirements of a structure under the BOCA Building Code or its successor code.

Person - An individual, corporation, association, firm, partnership, company or organization, singular or plural, of any kind.

Point-of-Sale Sign - A sign which carries only the name of the firm, major enterprise, or products offered for sale on the premises.

Pole Cover - A material which encloses or decorates a pole or other structural support of a sign.

Trailer Portable Sign - A reusable and movable sign not permanently affixed in the ground, a structure or building.

Projecting Sign - A sign which is attached to and projects from a wall or other structure not specifically designed to support the sign.

~~**Real Estate Sign** - A sign advertising the real estate upon which the sign is located for the purpose of offering the property for sale, lease or rent.~~

Roofline - The top edge of a roof or building parapet, whichever is higher, excluding any cupolas, pylons, chimneys, or minor projections.

Roof Sign - A sign erected or constructed wholly upon or over the roof of a building and supported on the roof structure.

Rotating Sign - A sign in which the sign itself or any portion of the sign moves in a revolving or similar manner. Such motion does not refer to methods of changing copy.

~~**Sandwich Board Sign** - An advertising or business ground sign constructed in such a manner as to form an "A" or a tent-like shape, hinged or not hinged at the top and not permanently secured or attached to the ground or surface which it is located.~~

Setback - The distance from the property line or right-of-way line, whichever is more restrictive, to the nearest part of the applicable building, structure, or sign, measured perpendicularly to the property line or right-of-way line.

Sexually Graphic Sign - Any sign containing any photograph, silhouette, drawing, or pictorial representation or description of any specified anatomical area or specified sexual activities as those terms are defined in the Township Zoning Ordinance.

(This definition added by Ord. #4 of 2001)

Sign - A device, structure, painting, fixture, or placard using color, graphics, symbols, and/or written copy designed specifically for the purpose of advertising or identifying any event, establishment, product, good, service or displaying or depicting other information.

Sign Area - The area shall be measured within a single, continuous perimeter composed of any straight line geometric figure which encloses the extreme limits of the advertising message, together with any frame or other material or color forming an integral part of the display, message, drawing or similar device, or used to differentiate same from the background against which it is placed, excluding the necessary supports, braces or uprights of the sign.

Where a sign has two (2) or more faces, the area of all faces shall be included in determining the area of a sign, except that where two (2) faces are placed back-to-back and are at no point more than two (2) feet from one another, the area of the sign shall be deemed to be only the area of one face, or if faces are of different sizes, the area of the larger face.

Pole covers and other embellishments shall not be included in the area of measurement if they do not bear advertising copy or colors, patterns, logos that are a trademark or reasonably recognizable identification for the commercial establishment and/or sign owner.

Sign Owner - A person who owns a sign is the sign owner. The owner of the premises upon which a sign is located is presumed to be the owner of the sign, unless facts showing that someone else is the owner are submitted to the Administrator.

Snipe Sign - A sign that is attached to a utility pole, tree, fence, or any object located or situated on public or private property.

Street Banner Sign - A sign which is stretched across and hung over a right-of-way.

Street Frontage - The distance for which a lot line of a zone lot adjoins a public street, from one lot line intersecting said street to the furthest distance lot line intersecting the same street.

Subdivision Identification Sign - A sign identifying or recognizing a platted subdivision, condominium complex, industrial or residential development.

Temporary Sign - Any sign that is used only temporarily and is not permanently mounted which is to be in place for a period of time not to exceed one year.

Under-Canopy Sign - A sign suspended beneath a canopy, ceiling, roof, or marquee.

Use - Any purpose for which a building or other structure or a tract of land may be designed, arranged, intended, maintained, or occupied; or any activity, occupation, business or operation carried on, or intended to be carried on, in a building or other structure or on a tract of land.

Vehicle Sign - A sign painted on, incorporated in, or attached directly to any mode of transportation, including but not limited to automobiles, trucks, boats or airplanes.

Wall Sign - A sign including painted, individual letter, and cabinet signs, and signs on a mansard which are attached parallel to and extending not more than fifteen (15) inches from the wall of a building.

Window Sign - A sign placed inside or upon a window facing the outside which is intended to be seen from the right-of- way or the outdoors.

Zone lot - A parcel of land in single ownership that is of sufficient size to meet minimum zoning requirements for area, coverage, and use, and that can provide such yards and other open spaces as required by the zoning regulations of the Cascade Charter Township Zoning Ordinance, as amended.

CHAPTER 5. GENERAL PROVISIONS

It shall be unlawful for any person to erect, place, or maintain a sign in Cascade Charter Township except in accordance with the provisions of this Ordinance.

Section 5.01 - Signs Prohibited.

(amended by Ord No 6 of 2011)

The following types of signs are prohibited in all zoning districts:

1. Abandoned signs.
2. Air-filled or gas-filled balloon signs.
3. Animated signs.
4. ~~Banner signs.~~
- 4.5. ~~—Bench signs.~~
- 5.6. ~~Festoons~~
- 6.7. ~~Pennants~~
- 7.8. ~~Trailer Portable signs.~~
- 8.9. ~~Rotating signs.~~
- 9.10. ~~Signs imitating or resembling official traffic or government signs or signals.~~
- 10.11. ~~Snipe signs.~~
- 11.12. ~~Vehicles signs not used during the normal course of business which are parked or located for the primary purpose of displaying the advertising copy.~~
- 12.13. ~~Roof Signs~~
14. ~~Temporary signs~~
- 13.15. ~~Sexually Graphic signs~~
(Amended by Ord. #4 of 2001)

Section 5.02 - Permits Required

Unless otherwise provided by this Ordinance, all signs shall require permits and payment of fees as described in Chapter 9 of this Ordinance. No sign shall be installed or utilized until and unless a permit has been issued by the Township. No permit is required for the maintenance of a sign or for a change of copy on painted, printed, or changeable copy signs.

Section 5.03 - Signs Not Requiring Permits (Amended by Ord. No. 13 of 2000)(Ord No 6 of 2011)

The following types of signs are exempted from permit requirements but must be in conformance with all other requirements of this Ordinance:

1. ~~Temporary Construction~~ signs of five (5) square feet or less.
2. On-premise directional signs of two (2) square feet or less.
3. Holiday decorations.
4. ~~Non-commercial signs~~

- 4.5. Public signs or notices, or any sign relating to an emergency.
- ~~6. Temporary real estate signs of five (5) square feet or less.~~
- 5.7. Incidental signs, provided such signs do not occupy more than eight (8) square feet of advertising display area.
- 7- 6. Product dispensers and point of sale displays provided they are not readable at a distance greater than three (3) feet.
- 8.7. Municipal Signs.
- 9.8. Light pole signs.
- 10.9. Sandwich board signs provided the following standards are met:
 - a. The sign area shall not exceed twelve (12) square feet per side.
 - b. Only one (1) sandwich board sign shall be permitted per business establishment.
 - c. The sign shall be located not more than ten (10) feet from the front entrance of the business it is advertising.
 - d. The sign shall be placed to allow a minimum 4' of clearance along the sidewalk .
 - ~~e. The sign shall be removed at the close of the business day.~~

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- 10. Banner sign provided the following standards are met:
 - a. The sign area shall not exceed 20 square feet
 - b. The sign shall be attached to the wall of the building
 - c. The height of the sign installation shall not exceed 15 feet
 - d. Only one banner is allowed per business

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Section 5.04 - Maintenance

All signs shall be properly maintained. Exposed surfaces shall be clean and painted, if paint is required. Defective or damaged parts shall be replaced. The Building Inspector shall have the right under Section 9.09, as amended, to order the repair or removal of any sign which is unsafe, as defined by the BOCA Building Code or its successor code.

Section 5.05 - Lighting(amended by Ord No 6 of 2011)

Unless otherwise specified by this Ordinance, all signs may be illuminated. Unless a different light source is permitted by the Township Planning Director, low pressure sodium lighting may be used as a light source to minimize light emission. No sign regulated by this Ordinance may utilize:

- 1. An exposed incandescent lamp * with an external reflector and without a sunscreen or comparable diffusion device.
- 2. Any exposed incandescent lamp * in excess of 160 watts unless a screen or shield is installed so that no light rays are emitted by the installed fixture at angles above the signs highest horizontal plane.
- 3. Any revolving beacon light.

(* For the purpose of this Ordinance, quartz lamps shall not be considered an incandescent light source.)

Metal halide lighting, fluorescent lighting and quartz lighting may be used for outdoor advertising signs but shall be installed in enclosed luminaries.

Glass tubes filled with Neon, Argon or Krypton may be used provided they do not flash intermittently or create a visual effect of movement.

Lighting fixtures used to illuminate an outdoor advertising sign shall be mounted on the top of the sign structure whenever practical or mounted so that no light rays are emitted by the installed fixture at angles above the sign's highest horizontal plane.

The operating of lighting fixtures on or in signs from midnight to sunrise is prohibited unless the premises is open for business.

No sign may be illuminated by flashing, oscillating or intermittent lighting.

Signs with an electronically changeable display shall meet the following:

1. A changeable sign, may not allow the display or message to change more frequently than once every six (6) seconds. Transitions from one static image to the next shall appear instantaneously without the appearance of animation, flashing or movement of any kind.

2. A changeable sign must have an ambient light monitor, which shall continuously monitor and automatically adjust the brightness level of the display based on ambient light conditions consistent with the terms of this article.

3. A changeable sign shall not exceed a brightness level of 0.3 foot candles above ambient light as measured using a foot candle (Lux) meter at a preset distance depending on sign area.

4. Certification must be provided to the township demonstrating that the changeable sign has been preset to automatically adjust the brightness to the stated levels or lower. Re-inspection and recalibration may be periodically required by the township to ensure that the specified brightness levels are maintained at all times. The recalibration shall be done at the townships discretion and at the sign owner's expense, and the b.

5. Brightness of changeable signs shall be measured as follows:

a. At least 30 minutes following sunset, a foot candle meter shall be used to obtain an ambient light reading for the location. This is done while the sign is off or displaying black copy. The reading shall be made with the meter aimed directly at the center of the sign area from a distance determined with the following formula: The square root of the product of the sign area multiplied by one hundred (100). Example using a twelve (12) square foot sign:

b. Measurement Distance = $\sqrt{(12 \text{ Sq. Ft.} \times 100)} = 34.6$ as the determined setback.

c. The sign shall then be turned on to full white copy to take another reading with the meter at the same location.

e. ~~d.~~ If the difference between the readings is 0.3 foot candles or less, the brightness is properly adjusted and the sign is in compliance.

6. A sign lighting device shall employ only lights emitting a light of constant intensity and no sign shall be illuminated by or contain flashing, intermittent rotating or moving light or lights. No sign or lighting device shall be placed or directed to cast the beams and illumination upon a public road, highway, sidewalk or adjacent premises causing a traffic hazard or nuisance. Signs shall not have light sources or reflect brightness in a manner which constitutes a hazard or nuisance. This includes signs with fluorescent text, graphics or background, as well as holographic signs.

7. The use, size and location of ECM signs must comply with all other relevant regulations and ordinances of the township.

not scroll, flash or change message more than once in a 24 hour period with an exception for time and temperature.

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Section 5.06. Required Sign Setbacks for all Zoning Districts(amended by Ord No 6 of 2011)

1. Setbacks

- a. No sign shall be placed in a location where it causes a hazard to vehicular or pedestrian traffic by depriving the driver or pedestrian of a clear and unobstructed view of approaching, intersecting or merging traffic.
- b. Municipal Signs may be allowed in the public right-of-way with the approval from the appropriate governmental agency or on private property with the approval from the property owner. (Amended by Ord. No. 13 of 2000)
- c. Development/Building Identification signs and Subdivision Identification signs may be placed in boulevard median strips if approved by the Kent County Road Commission and Cascade Charter Township as part of a Planned Unit Development.

~~d. All permanent signs shall be setback a minimum of twenty-five (25) feet from any lot line, with the following exceptions:~~

~~d. 1) Single-tenant directional signs may be located adjacent to a lot line. Multi-tenant directional signs shall be set back at least five (5) feet from the property line.~~

~~e. 2) Subdivision Identification signs may be located a minimum of 25 feet from the pavement of the adjacent roadway(s) and in any event, no closer than five (5) feet to any lot line(s).~~

~~3) Ground mounted signs in the B1 zoning district shall be setback in accordance with Section 6.03 and Table 6.03(a) of this ordinance.~~

~~f. d) Subdivision Identification signs, Development/ Building Identification signs and Municipal signs shall be ground mounted and shall not exceed five (5) feet in height. (Amended by Ord. No. 13 of 2000)~~

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Section 5.07 Sign height and overhang

- 1. A wall sign shall not project beyond the ends of the wall to which it is attached;
- 2. A wall sign shall not extend beyond the window sills of the floor above, the top of the wall to which it is attached, or twenty (20) feet above the finished grade at the building wall, whichever is lowest;
- 3. A sign shall not project into the public right-of-way of any adjacent street.
- 4. A freestanding sign, shall not exceed the sign height restriction allowed in the applicable zoning district, as found in this Ordinance. No sign shall create an obstructed view of approaching traffic;

Section 5.08 Landscaping

~~The base treatment for a freestanding sign shall be landscaped with low-maintenance plants. Such landscaping may be placed in stone, masonry or treated wood bases or containers to achieve a pleasant aesthetic arrangement.~~

Section 5.09. Sign Contractor's Registration

No person may engage in the business of erecting, altering, relocating, constructing, or maintaining signs without being a registered contractor with Cascade Charter Township.

CHAPTER 6. REGULATION OF SIGNS BY ZONING DISTRICT

Section 6.01. Signs Permitted in All Zoning Districts

The following signs are allowed in all zones:

1. All signs not requiring permits (Section 5.03) except incidental signs, product dispersive and point-of-sale displays shall not be located in any residentially zoned district.
2. One (1) ~~temporary construction~~ sign for each street frontage of a construction project, not to exceed 64 square feet in sign area. Such signs may be erected thirty (30) days prior to beginning of construction and shall be removed thirty (30) days following completion of construction.
3. One (1) ~~temporary non-illuminated real-estate~~ sign per lot or premises, according to the following:

~~One sign not to exceed five (5) square feet in sign area; provided, however that on parcels which are two (2) to 5 acres in size the sign may not exceed 32 sq ft and on parcels larger than 5 acres or larger, a real estate the sign may not exceed a sign area of sixty four (64) square feet. One (1) freestanding temporary sign per zone lot (only non-commercial temporary signs in R1, R2, ARC, FP zones) Regardless of the number of businesses, commercial establishments, buildings or tenants per lot, only one (1) such sign shall be permitted per lot in compliance with Table 6.01A below.~~

TABLE 6.01A

SIZE OF PARCEL	SIGN AREA (square feet)	SETBACK
Under 2 acres	5 sqf	5
2-5 acres	32 sqf	10
More than 5 acres	64 sqf	20

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4. ~~Non-commercial signs not to exceed twenty (20) square feet in sign area. Such signs shall be removed ten (10) days following such election or referendum. Non-commercial signs may be placed only on private property and only with the permission of the property owner. (No more than one (1) non-commercial sign shall be permitted per lot).~~
5. One (1) property address sign per premises which only identifies the address number and street. Such sign shall not exceed five (5) square feet.
6. One (1) nameplate or under-canopy sign per premises, provided such sign does not exceed eight (8) square feet.
7. Municipal signs up to 64 square feet. (Amended by Ord. No. 13 of 2000)

Section 6.02. Signs Permitted In The "ARC", "FP" "R-1" and "R-2" Zoning Districts.
 (amended by Ord No 6 of 2011) (amended by Ord No 4 of 2012)

The following signs are allowed in the ARC, FP, R-1 and R-2 zoning districts.

1. All signs permitted in Section 6.01 of this Ordinance.
2. One (1) subdivision identification sign per entrance road for each subdivision development not to exceed sixty-four (64) square feet in sign area. Signs may be located a minimum of 25 feet from the pavement of the adjacent roadway(s) and in any event, no closer than five (5) feet to any lot line(s).
3. For permitted non-residential uses, including churches and synagogues, one (1) freestanding sign not to exceed sixty-four (64) square feet in sign area and 5 feet in height. Signs may be located a minimum of 25 feet from the pavement of the adjacent roadway(s) and in any event, no closer than five (5) feet to any lot line(s). Wall signage not to exceed forty-eight (48) square feet in sign area.
4. Flags of any nation, or state and seasonal or thematic flags.
5. One (1) non-illuminated sign per property not to exceed five (5) square feet for a lawful home occupation use, day care or foster care use on the property.

Section 6.03 - Signs Permitted In The "B-1" and "O" Zoning Districts(amended by Ord No 6 of 2011) (amended by Ord No 4 of 2012)

The following signs are allowed in the "B-1" and "O" zoning districts.

1. All signs permitted in Section 6.01 of this Ordinance.
2. One (1) freestanding permanent sign per zone lot. Regardless of the number of businesses, commercial establishments, buildings or tenants per lot, only one (1) such sign shall be permitted per lot and such sign shall not exceed a total sign area of 24 square feet unless it is One (1) freestanding permanent sign per zone lot. Regardless of the number of businesses, commercial establishments, buildings or tenants per lot, only one (1) such sign shall be permitted per lot in compliance with Table 6.03A below. Up to 50% of the sign may be a changeable copy sign.

TABLE 6.03A

SETBACK (feet)	SIGN AREA (square feet)	HEIGHT (feet)
5	2430	45
10	3042	56
15	4056	5.57
20	5064	68
25+	6072	79

Note: F OR SETBACKS DIFFERENT THAN THOSE LISTED ABOVE, SELECT THE SIGN AREA AND HEIGHT THAT CORRESPONDS TO THE NEXT LOWER SETBACK.

3. One of the following wall signs are permitted:

a. Wall signage or marquee per building not to exceed ~~thirty-two (32)~~ fifty-one hundred (10050) square feet in total sign area; or

~~b. Awning/canopy signage per building, not to exceed thirty-two (32) square feet in total sign area; or~~

c. In the event the building has multiple commercial establishments, each commercial establishment's space will be permitted wall signage equal to one and one half square foot for each lineal foot of building frontage (i.e., building frontage on the ground for the front of the building) that each respective commercial establishment occupies, not to exceed a sign length of more than two-thirds of the subject frontage.

4. Window signs or displays, provided permanent window sign(s) shall not cover more than twenty-five (25) percent of the total window surface and temporary window signs shall not cover more than fifteen (15) percent of the total window surface.

5. Directory wall signage per building, not to exceed twenty (20) square feet in total sign area.

6. Light pole signs, seasonal and decorative in nature and theme that do not advertise a product, service or business and which pertain to holidays and/or community-wide or governmental events or districts. Light pole signs must be attached to light or utility poles upon the approval of the Cascade Township Planning Director and the appropriate utility company if needed.

7. Directional signs:

Single tenant directional signs shall be limited to two per parcel, not greater than ten (10) square feet in area and four (4) feet in height.

Multi-tenant directional signs shall be limited to two per parcel, not greater than twenty (20) square feet in area and four (4) feet in height.

8. Flags of any nation, state, or entity provided they do not exceed thirty-two (32) square feet in area. A zone lot will be limited to three (3) Flags. Flag pole height may not exceed the height restrictions for the zoning district as found in the Zoning Ordinance.

9. Subdivision Identification signs, Development/ Building Identification signs and Municipal signs shall be ground mounted and shall not exceed five (5) feet in height. (Amended by Ord. No. 13 of 2000). Upon the recommendation of the Village Design Review Committee, the Planning Commission may allow a sign which exhibits unique design characteristics and furthers the identity of the Cascade Village if either of the following standards are met:

a. The sign is for Cascade Charter Township.

b. The sign is for a commercial development under the control of one owner and is one parcel of at least 10 acres.

Section 6.04. Signs Permitted In The "B-2" and "ES" Zoning Districts. (amended by Ord No 6 of 2011) (amended by Ord No 4 of 2012)

The following signs are allowed in the "B-2" and "ES" zoning districts:

1. All signs as permitted in Section 6.01 of this Ordinance.
2. One (1) freestanding sign, one (1) point-of-sale sign, or one (1) development/building identification sign per building. Such sign shall not exceed a height of 30 feet and a total sign area equal to two (2) square feet for each five (5) feet of lot frontage as measured at the building setback line. In no event shall the sign exceed one hundred twenty-five (125) square feet in sign area. ~~Up to fifty (50) percent of such a sign may be a changeable copy sign. A freestanding sign may be a consolidated tenant sign identifying each tenants name.~~ Sign height and setback will be determined as follows

Table 6.04 a

<u>MINIMUM SETBACK</u> <u>(feet)</u>	<u>MAXIMUM HEIGHT</u> <u>(feet)</u>
5	10
10	15
15	20
20	25
25+	30

3. One of the following signs are permitted:
 - a. Wall signage or marquee per building, not to exceed one-hundred (100) square feet in total sign area, or;
 - ~~b. Awning/canopy signage per building, not to exceed thirty-two (32) square feet in total sign area, or;~~
 - c. In the event the building has multiple commercial establishments, each commercial establishment's space will be permitted wall signage equal to one square foot for each lineal foot of building frontage (i.e., building frontage on the ground for the front of the building) that each respective commercial establishment occupies, not to exceed a sign length of more than two-thirds of the subject frontage.
4. Window signs and displays, provided permanent window sign(s) shall not cover more than twenty-five (25) percent of the total window surface and temporary window signs shall not cover more than fifteen (15) percent of the total window surface.
5. Directory wall signage per building, not to exceed twenty (20) square feet in total sign area.
6. Directional signs:

Single tenant directional signs shall be limited to two per parcel, not greater than ten (10) square feet in area and four (4) feet in height.

Multi-tenant directional signs shall be limited to two per parcel, not greater than twenty (20) square feet in area and four (4) feet in height.
7. Flags of any nation, state, or entity provided they do not exceed thirty-two (32) square feet in area. A zone lot will be limited to three (3) flags. Flagpole height may not exceed the height restrictions for the zoning district as found in the Zoning Ordinance.

Section 6.05. Signs Permitted In The "I" "TI" Zoning District. (amended by Ord No 6 of 2011) (amended by Ord No 4 of 2012)

The following signs are permitted in the "I" and "TI" zoning district:

1. All signs as permitted in Section 6.01 and Section 6.02 of this Ordinance, except for pole signs.
2. One (1) freestanding sign, one (1) point-of-sale sign, or one (1) development/building identification sign per building. Such sign shall not exceed a height of five (5) feet and a total sign area equal to two (2) square feet for each ten (10) feet of lot frontage as measured at the building setback line. In no event shall the sign exceed eighty (80) square feet in sign area. A freestanding sign may be a consolidated tenant sign identifying each tenants name. Signs may be located a minimum of 25 feet from the pavement of the adjacent roadway(s) and in any event, no closer than five (5) feet to any lot line(s).

3. One of the following wall signs are permitted:

A. Wall signage or marquee per building not to exceed one hundred (100) square feet in total sign area; or

~~B. Awning/canopy signage per building, not to exceed thirty-two (32) square feet in total sign area; or~~

In the event the building has multiple tenants, the wall or awning/canopy sign may be divided between tenants so long as the aggregate sum does not exceed the maximum allowed total sign area.

In the event the building has multiple establishments, each establishment's space will be permitted wall signage equal to one square foot for each lineal foot of building frontage (i.e., building frontage on the ground for the front of the building) that each respective establishment occupies, not to exceed 100 sq.ft in total per establishment and no sign shall have a length of more than two-thirds of the subject frontage

4. Billboards (Amended by Ord. #12, 2001)

Billboard signs are permitted only in accordance with the following regulations:

- a) Each billboard shall be located on a parcel that has frontage on I-96 and/or M-6.
- b) Each billboard sign structure shall be located within the Industrial Zoning District.
- c) Each billboard sign structure shall be built with a monopole construction.
- d) Each billboard sign structure shall be separated from adjacent billboard sign structures by a distance not less than two thousand (2,000) feet. For purposes of this provision, the distance between billboards shall be measured from the closest point of one billboard structure to the closest point of another and shall apply to both sides of a street or highway.
- e) Each billboard sign structure is limited to a maximum of three-hundred (300) square feet in total sign area.
- f) Each billboard shall be located at a minimum 100 feet from any building or 500 feet from any residential zone.

- g) All Billboards shall comply with all provisions regulating billboards in the Highway Advertising Act (Public Act 106 of 1972, as amended).
- h) Each billboard requires a Type II Special Use Permit as regulated by the Zoning Ordinance.
- i) Each Billboard sign shall be setback a minimum of 50 feet from all property and right-of-way lines. For purposes of measuring the setback, the distance shall be measured from the nearest point of the sign structure to the closest point of the property line or right-of way line.
- j) A billboard shall be no more ~~that~~than 25 feet high. Height shall be measured from the natural grade of the area under the sign to the highest point of the sign.
- k) Any lighting for a billboard shall mounted on the top of the billboard and shall shine downward and may not be internally lit.
- l) For purposes of determining the number of freestanding signs on a parcel under the terms of this ordinance, a billboard shall be considered a freestanding sign.
- m) No billboard shall have sign faces that change copy, display or message by the use of motorized copy, digital imaging or other enhancement.
- n) Any extension of the sign face above, below or to the side of the sign face shall be counted in the area of the sign face and height of the billboard.
- o) No billboard shall be installed or erected at any time when there are 14 or more existing billboard faces located within the Township. For purposes of this provision, lawfully constructed billboards that exist as of the effective date of this ordinance which have less than 50 sq.ft. of sign area shall not be included.

5. Directional signs:

Single tenant directional signs shall be limited to two per parcel, not greater than ten (10) square feet in area and four (4) feet in height.

Multi-tenant directional signs shall be limited to two per parcel, not greater than twenty (20) square feet in area and four (4) feet in height.

6 Flags of any nation, state, or entity provided they do not exceed thirty-two (32) square feet in area. A zone lot will be limited to three (3) flags. Flagpole height may not exceed a height of thirty-five (35) feet.

7. Billboards that are in existence at the time of adoption of this ordinance which are legal and in conformance with Ordinance #12 of 1988, may be moved distances less than those prescribed above in 6.05(4), provided they are not less than fifteen hundred (1,500) feet from an adjacent billboard sign structure and not closer to a residential structure than they currently are located. This subsection shall remain effective for one (1) year following the effective date of this Ordinance. (Effective date: December 10, 1997)

Section 6.06. Signs Permitted In The "AC" Zoning District.

(Section amended by Ord. No. 10 of 2002)

The following regulations shall apply to signs in the "AC" zoning district:

The following signs shall be exempted from the provisions of this ordinance:

1. All non-Commercial Message signs.
2. Any sign that is not readable from a public street or that is located more than 500 feet from a public street and does not exceed (80) square.
3. Any sign located entirely in a public right-of-way. Any such sign shall require the permission of the applicable public agency.
4. Directional signs.
5. Regulatory signs required by FAA regulation

The following signs are expressly prohibited in both subzones in the AC zoning district by this ordinance.

1. All billboard or off-premise signs.
2. All signs as prohibited by section 5.01 of this ordinance except banner signs which are permitted

The following signs are allowed in both subzones of the "AC" zoning district

1. Signs as permitted in Section 6.01 of this Ordinance are permitted with no sign permit required.
2. Airport entry identification signs. Two airport entry signs per entrance not to exceed a total sign area of 60 sq.ft. The signs may include architectural features that have a maximum height of 14 feet from grade provided that at least 50% of the volume of the sign shall be at the level of eight feet or lower.
3. All other freestanding signs shall be limited to, one (1) freestanding per building. Such sign shall not exceed a height of five (5) feet and a total sign area of eighty (80) square feet in sign area. A freestanding sign may be a consolidated tenant sign identifying each tenants name.
4. For buildings in either sub-zone, one of the following signs are permitted unless the sign is not readable from a public street:
 - a. Wall signage or marquee per building, not to exceed one-hundred (100) square feet in total sign area, or;
 - b. Awning/canopy signage per building, not to exceed thirty-two (32) square feet in total sign area, or;
 - c. In the event the building has tenants, each tenant's space will be permitted wall signage equal to one square foot for each lineal foot of building frontage (i.e., building frontage on the ground for the front of the building) that each respective tenant occupies, not to exceed a sign length of more than two-thirds of the subject frontage. In the case of a tenant without building frontage, the tenant is permitted to have a wall sign provided that the total wall signage permitted for the building pursuant to this section, shall not be exceeded.
5. Window signs and displays, provided permanent window sign(s) shall not cover more than twenty-five (25) percent of the total window surface and temporary window signs shall not cover more than fifteen (15) percent of the total window surface.

6. One (1) directory wall sign per building, not to exceed twenty (20) square feet in total sign area.
7. Flags of any nation, state, or entity provided they do not exceed ninety-six (96) square feet in area.

CHAPTER 7. NONCONFORMING SIGNS

Section 7.01. Determination of Legal Nonconformity

Existing signs which do not conform to the specific provisions of the Ordinance may be eligible for the designation "legal nonconforming" provided that:

1. The Administrator determines that such signs are properly maintained and do not in any way endanger the public.
2. The sign was authorized by a valid permit or variance or complied with all applicable laws on the date of adoption of this Ordinance.
3. The sign advertises a currently operating business or use.

Section 7.02. Loss of Legal Nonconforming Status

(amended by Ord. 11 of 2000; 7/26/00)

If a sign loses its legal non-conforming designation or status, the sign (and all portions thereof) shall be removed immediately and shall not be repaired, replaced or rebuilt unless it fully complies with all requirements of this ordinance and the Cascade Township Zoning Ordinance, as amended. A legal non-conforming sign shall lose its lawful non-conforming designation and status if the Zoning Administrator determines that any of the following is applicable:

1. The sign is relocated, moved, rebuilt or replaced.
2. The sign is destroyed. A sign shall be deemed destroyed if any of the following occurs.
 - a. The sign is torn down or demolished;
 - b. The sign is wrecked or ruined;
 - c. Such damage has been done to the sign that it cannot be returned to its prior state by routine repair, but only by replacement or material rebuilding; or
 - d. More than 50% of the face of the sign has been shattered, or a portion of the sign face touches the ground.

If a sign is destroyed, Section 7.03 hereof (which applies only to repairs and maintenance) shall not be applicable.

1. Even if a sign has not been destroyed, but damage or deterioration has occurred to the point of 50% or more as defined in Section 7.03, the sign shall be deemed to have lost its legal non-confirming status.
 - a. The structure or size of the sign is altered in any material way other than a change of copy or normal maintenance which does not physically alter the sign.
 - b. There is a material change in the use of the premises where the sign is located.
 - c. A building permit is issued for any construction on the premises where the sign is located which increases the total building square footage by more than 5% or 5,000 square feet, whichever is less.

Section 7.03. Maintenance and Repair of Legal Non-Conforming Signs
(amended by Ord. 11 of 2000; 7/26/00)

This section shall not apply if a legal non-conforming sign has been destroyed, since a destroyed sign automatically loses its legal non-conforming designation and status. If a legal non-conforming sign suffers 50% or more damage or deterioration, it must be brought into full compliance with this Ordinance or be removed. In order to determine whether or not a sign has been damaged or has deteriorated by 50% or more, the costs of physically repairing the sign shall be compared to the costs of physically replacing the sign. If less than 50% damage or deterioration has occurred pursuant to such comparison, the sign may be repaired to its exact original state.

CHAPTER 8. CONSTRUCTION SPECIFICATIONS

Section 8.01. Compliance with Building and Electrical Codes

All signs shall be constructed in accordance with the requirements of the BOCA Building Code and the National Electrical Code, as amended from time to time.

Section 8.02. Anchoring

1. No sign shall be suspended by nonrigid attachments that will allow the sign to swing in a wind.
2. All freestanding signs shall have self-supporting structures erected on or permanently attached to concrete foundations.

Section 8.03. Wind Loads

All signs, other than wall signs, shall be designed to withstand the wind load pressure specified for its' size and type in the BOCA Building Code.

Section 8.04. Additional Construction Specifications

1. No signs shall be erected, constructed or maintained so as to obstruct any fire escape, required exit, window or door opening used as a means of egress.
2. No sign shall be attached in any form, shape, or manner which will interfere with any opening required for ventilation, except that signs may be erected in front of and may cover transom windows when not in violation of the provisions of the BOCA Building or Fire Prevention Codes.
3. Signs shall be located in such a way as to maintain horizontal and vertical clearance of all overhead electrical conductors in accordance with National Electrical Code specifications, depending on voltages concerned. However, in no case shall a sign be installed closer than five (5) feet horizontally or vertically from any conductor or public utility guy wire, unless specifically waived by the Township Electrical Inspector.

CHAPTER 9. ADMINISTRATION AND ENFORCEMENT

Section 9.01. Sign Ordinance Administrator

The Administrator shall be appointed by the Township Board and is authorized to process applications for permits and variances, hold public hearings as required, and enforce and carry out all provisions of this Ordinance, both in letter and in spirit.

The Building Inspector is empowered, upon presentation of proper credentials, to enter or inspect any building, structure, or premises in the Township for the purpose of inspection of a sign and its structural and electrical connections to ensure compliance with all applicable codes and ordinances. Such inspections shall be carried out during business hours unless an emergency exists.

Section 9.02 - Application for Permits

Application for a permit for the erection, alteration, or relocation of a sign shall be made to the Administrator upon a form provided by the Administrator and shall include the following information:

1. Name and address of the owner of the sign.
2. Street address or location of the property on which the sign is to be located, along with the name and address of the property owner.
3. The type of sign as defined in this Ordinance.
4. A site plan showing the proposed location of the sign along with the locations and square footage areas of all existing signs on the same premises.
5. Specifications and scale drawings showing the materials, design, dimensions, structural supports, and electrical components of the proposed sign.

Section 9.03 - Permit Fees

An application for a permit filed with the Administrator shall be accompanied by the payment of a fee, which shall be in accordance with the fee schedule adopted from time to time by resolution of the Township Board.

Section 9.04 - Issuance and Denial

The Administrator shall issue a permit for the erection, alteration, or relocation of a sign within thirty (30) days of receipt of a valid and complete application and permit fee, provided that the sign complies with all applicable laws and regulations of the Township. In all applications, where a matter of interpretation arises, the more specific definition or higher standard shall prevail.

When a permit is denied by the Administrator, he/she shall give a written notice within seven (7) days to the applicant along with a brief statement of the reasons for denial. The Administrator may suspend or revoke an issued permit for a false statement or misrepresentation of fact in the application.

Section 9.05 - Permit Conditions, Refunds, and Penalties

If a permit is denied, the permit fee (less administrative expenses) will be refunded to the applicant within seven (7) days of the denial.

If no inspections have been made and no work authorized by the permit has been performed, one-half (1/2) of the permit fee may be refunded to the applicant upon request upon return of the permit to the Administrator within 30 days of issuance.

A permit issued by the Administrator becomes null and void if work is not commenced within 120 days of issuance. If work authorized by the permit is suspended or abandoned for 120 days, the permit must be renewed with an additional payment of one-half of the original fee.

If any sign is installed or placed on any property prior to receipt of a permit, the specified permit fee shall be doubled. However, payment of the doubled fee shall not relieve any person of any other requirements or penalties prescribed in this Ordinance.

Section 9.06 - Inspection Upon Completion

Any person installing, altering, or relocating a sign for which a permit has been issued shall notify the Building Inspector upon completion of the work. The Building Inspector may require a final inspection, including an electrical inspection and inspection of footings on freestanding signs.

The Administrator, or Building Inspector, may require in writing upon issuance of a permit that he/she be notified for inspection prior to the installation of certain signs.

Section 9.07 - Variances

In obtaining a permit, the applicant may apply to the Administrator for a variance from certain requirements of this Ordinance. A variance may be granted by the Zoning Board of Appeals where the literal application of the Ordinance would create a GENUINE hardship for the sign user and the following criteria are met:

1. The granting of the requested variance would not be materially detrimental to the property owners in the vicinity.
2. The hardship created by a literal interpretation of the Ordinance is due to conditions unique to that property and does not apply generally to other properties in the Township.
3. The granting of the variance would not be contrary to the general purposes of this Ordinance or set an adverse precedent.

In granting a variance, the Zoning Board of Appeals may attach additional requirements necessary to carry out the spirit and purpose of this Ordinance in the public interest.

A decision rendered by the Zoning Board of Appeals with respect to any sign variance request may be appealed to the Township Board by any person or persons aggrieved by such decision within ten (10) calendar days of the date on which the contested decision was rendered. Such appeal shall be made in writing to the Planning Director, who shall, upon receipt of the appeal, provide notice of a second public hearing pursuant to the procedures outlined in this Ordinance except that such notice shall specify that the hearing is to be held before the Township Board. A decision rendered by the Township Board shall be final unless such decision is reversed or modified by a court of competent jurisdiction.

Section 9.08 - Re-submission of Application for a variance request

No application for a Sign Ordinance variance shall be submitted to the Township or be formally considered by a Township board or any official (i.e. Zoning Board of Appeals or Planning Director) where such application has been previously denied or turned down by the Township unless the Township determines that either one (1) year has passed since the prior application was denied or the new application or project is substantially changed from the prior one. With regard to whether or not substantial changes have occurred since the prior application was denied, the Planning Director shall make the determination in the first instance. If the applicant disagrees with the Planning Director's determination, the applicant shall have thirty (30) days to appeal the Planning Director's determination to the zoning board of appeals. In determining whether substantial changes have occurred, the Planning Director (or on appeal, the Zoning Board of Appeals) shall consider:

- a. Whether the application has been substantially modified from the earlier one;
- b. Whether external conditions or circumstances have changed significantly so as to warrant a reconsideration of the application; or
- c. Whether new and material evidence has been discovered which would justify a reconsideration of the application or project and the failure to present such evidence at the first consideration was not the fault of the applicant.

Section 9.09 - Removal of Signs by the Administrator

If, upon inspection, the Administrator or Building Inspector finds that a sign is abandoned or structurally, materially or electrically defective, violates this Ordinance or in any way endangers the public, the Administrator or Building Inspector shall issue a written request to the sign owner and occupant of the premises stating the nature of the violation and requiring them to repair or remove the sign within 30 days of the date of the request. The request shall specify those sections of the Ordinance in violation and shall state that the alleged violation must be corrected or the decision must be appealed to the Zoning Board of Appeals.

The Administrator or Building Inspector may cause the removal of an illegal sign in cases of emergency, or for failure to comply with a written request for removal or repair. In cases of emergency, the Administrator or Building Inspector may cause the immediate removal of a dangerous or defective sign without notice. Signs removed in this manner must present a hazard to the public safety as provided in the BOCA Building Code.

After removal or demolition of the sign, a notice shall be mailed to the sign owner stating the nature of the work and the date on which it was performed and demanding payment of the costs as certified by the Administrator together with an additional twenty (20) percent for inspection and incidental costs.

If the amount specified in the notice is not paid within ninety (90) days of the notice, it shall become a lien against the property of the sign owner (unless the sign owner does not own the premises upon which the sign is located), and will be certified as an assessment against the property.

For purposes of removal, the definition of sign shall include all sign embellishments and structures designed specifically to support the sign.

Section 9.10: Enforcement Procedures and Penalties

1. Enforcement - The Administrator shall administer and enforce the provisions of this Sign Ordinance. The Administrator is authorized to utilize assistants and agents to aid him or her in the enforcement and administration of this Sign Ordinance.

2. Violations - Any person who violates any provision of this Sign Ordinance is responsible for a municipal civil infraction, subject to payment of a civil fine of not less than \$50.00 or more than \$500.00, plus costs and other sanctions, for each infraction. Every day that a violation continues shall constitute a separate offense.

a. Repeat Offenses. Repeat offenses under this Ordinance shall be subject to increased fines as provided below. As used herein, "repeat offense" means a second (or any subsequent) municipal civil infraction violation of any provision of this Sign Ordinance committed by a person within any one (1) year period and for which the person admits responsibility or is determined to be responsible. The increased fine for repeat offenses shall be as follows:

- 1) The fine for any offense which is a first repeat offense shall be not less than \$100.00, plus costs.
- 2) The fine for any offense which is a second repeat offense or any subsequent repeat offense shall be not less than \$500.00, plus costs.

b. Persons Chargeable With a Violation. Persons chargeable with a violation of the Sign Ordinance and subject to being responsible for a municipal civil infraction may include the following:

- 1) The owner, agent, lessee, tenant, contractor or any other person using or having control of the land, building or premises where such violation has been committed or shall exist;
- 2) Any person who knowingly commits, aids and abets, takes part or assists in any such violation; or
- 3) Any person who owns or maintains any land, building, or premise on which such violation shall exist.

3. Civil Remedies - In addition to the municipal civil infraction remedies provided above, the violation of any provision of this Sign Ordinance may be legally enjoined and otherwise abated in any manner provided by law.

4. Administrative Remedies

a. Cease and Desist Orders - The Administrator shall have the authority to issue a cease and desist order in the form of a written notice for the violation of any provision of this Sign Ordinance. A cease and desist order may be issued to any person referred to in Section 9.10(2) (b) hereof. Such cease and desist order shall become effective once it has been posted on the property where the violation has occurred and a copy of the notice has been sent to the person involved by first class mail at the person's last known address. Once a cease and desist order is effective, any use or work done in violation of the Sign Ordinance shall stop immediately and shall not be recommenced until the Administrator issues a written notice dissolving the cease and desist order. Any person who violates a cease and desist order shall be responsible for a municipal civil infraction as authorized above. Any decision of the Administrator regarding a cease and desist order may be appealed to the Zoning Board

of Appeals. A cease and desist order shall be in addition to the other violation penalties and remedies provided in this Section.

b. *Revocation of a Sign Permit* - In addition to the other remedies and penalties provided herein, the Administrator may revoke a sign permit for any sign which violates this Ordinance.

CHAPTER 10. SEVERABILITY AND CONFLICT WITH OTHER ORDINANCES AND CODIFICATION

Section 10.01 - Severability

The provisions of this Ordinance are severable and it is the intention of the Cascade Charter Township Board to confer the whole or any part of the powers herein provided. If any of the provisions of this Ordinance shall be held unconstitutional by any court of competent jurisdiction, the decision of such court shall not affect or impair any remaining provisions of this Ordinance. It is hereby declared to be the legislative intent of the Township Board that this Ordinance would have been adopted had such unconstitutional provisions not be included therein.

Section 10.02 - Conflict with Other Ordinances

To the extent that any other Ordinance regulates the subject matter regulated by this Ordinance, the Ordinances shall be construed together, if possible, and the remedies of the Ordinances shall be cumulative. Where the provisions of any other Ordinance conflict with the provisions of this Ordinance, this Ordinance shall prevail and its terms shall control. If any part of this Ordinance conflicts with any other part, it shall be administratively appealed to the Township Board for a final determination of intent. The remainder of the Ordinance shall remain in full force and effect.

Section 10.03 - Codification

It is the intention of the Township Board that the provisions of this Ordinance shall become and be made a part of a Cascade Charter Township Development Code; and that sections of this Ordinance may be renumbered or re-lettered and the word "ordinance" may be changed to "section", "article", or such other appropriate word or phrase in order to accomplish such intentions; and regardless of whether such inclusion in the Code is accomplished, sections of this Ordinance may be renumbered or re-lettered, and typographical errors which do not affect the intent, may be corrected by the Township Board without need of Public Hearing, by filing a corrected or recodified copy of same with the Township Clerk and publishing such changes in a newspaper of general distribution within the Township within fifteen (15) days of such authorization.

CHAPTER 11. REPEAL OF PRIOR ORDINANCE

The Cascade Charter Township Board does hereby repeal the Cascade Charter Township Sign Ordinance, effective January 3, 1989 (Ordinance 12 of 1988), and all amendments thereto.

CHAPTER 12. EFFECTIVE DATE

This Ordinance shall become effective upon publication of this ordinance or a summary thereof which first appears in the newspaper after the date of adoption.

Planning Commission
Cascade Charter Township
Kent County Michigan

RESOLUTION ____ OF 2017

RESOLUTION OF SUPPORT TO ADOPT THE CASCADE CHARTER TOWNSHIP
CAPITAL IMPROVEMENT PLAN 2018-2023

Whereas, a Capital Improvement Plan is a tool that can be used to implement the Township Master Plan.

Whereas, the Capital Improvement Plan is a budgeting process used to determine public improvement needs over a 6-year period.

Whereas, the Capital Improvement Plan will assist the Township in making decisions for Improvements to its roads, parks, utilities and public buildings.

Whereas, the Capital Improvement Plan represents sound planning and management techniques that improve the efficiency and economy of local government.

Now Therefore Be It Resolved, that the Cascade Charter Township Planning Commission adopts the 2018-2023 Capital Improvement Plan for Cascade Charter Township and that it be forwarded to the Township Board for their adoption as well.

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

YEAS: _____


NAYS: _____

ABSENT: _____

RESOLUTION DECLARED ADOPTED.

John Sperla
Planning Commission Chairperson


Cascade Charter Township
Capital Improvement Plan
2018 - 2023



Capital Improvement Plan

- Capital Improvements Plan outlines a schedule of capital expenditures for the next 6 years
- To be included, must be consistent with:
 - Master Plan
 - State/Federal Requirement
 - Township Approved Policy
- Typically should be at least \$10,000

Capital Improvement Plan



Capital Improvement Plan

- **Six-Year Capital Improvement Plan**
 - Mid-range planning document
 - Describes all proposals submitted by departments
 - Assessment & prioritization of each project
 - Adopted by Planning Commission
 - Approved by Township Board
- **First-Year Capital Improvements Budget**
 - Short-range budget document
 - Recommends capital needs to be funded
 - Identifies expected revenue sources
 - Submitted by Township Manager to Township Board for adoption

Capital Improvement Plan

- **The Benefits of a Capital Improvement Plan**
 - Focuses attention on community goals, needs and capabilities
 - Optimizes use of the taxpayer's dollar
 - Guides future growth and development
 - Encourages the most efficient government
 - Improves the basis for intergovernmental and regional cooperation
 - Maintains a sound and stable financial program
 - Enhances federal and state grant opportunities

Capital Improvement Plan

- **Project Prioritization**
 - **Essential** – Urgent, high priority project that should be done if at all possible
 - **Desirable** – High priority project that should be done as funding becomes available
 - **Acceptable** – Worthwhile project to be considered if funding is available
 - **Deferrable** – Low priority project which can be postponed

Capital Improvement Plan

- **Funding Sources**
 - **Millage Funding**
 - General, Fire, Police, Pathways, Open Space, Library
 - **General Obligation & Revenue Bonds**
 - G.O. Bonds – Taxing power pledged to retire debt
 - Revenue Bonds – User charges and other income to pay debt – backed by “Full faith and credit”
 - **Tax Increment Financing**
 - DDA funding – tax collections above “base” taxable value

Capital Improvement Plan

- **Funding Sources (Con't)**
 - **Federal & State Funds**
 - Grants (DNR Trust Fund, etc...)
 - Entitlements (Revenue Sharing)
 - **Special Assessments**
 - Oak Terrace Water, Kraft Ave. Water/Sewer, etc...
 - **Developer Contributions**
 - Dedicated Infrastructure
 - Payments for Improvements
 - **Utility System Funding**
 - Township approved Improvement
 - Paid for through utility bills
 - **Other Funds**
 - Capital leases, dedicated revenues, sale of assets, etc...

Capital Improvement Plan

The total capital need over the next six years includes 49 projects, totaling \$21,893,000

Project Type	Number of Projects	Six-Year Total (\$1,231,242)
CP - Maintenance	1	\$2,500,000
CP - Building & Ground	1	\$150,000
CP - Operations	1	\$1,000,000
CP - Public	1	\$90,000
CP - Planning & Research	1	\$1,515,000
CP - Public	1	\$770,000
CP - Public	1	\$70,000
CP - Public	1	\$185,000
CP - Public	1	\$1,000,000
CP - Public	1	\$2,000,000
CP - Public	1	\$0
CP - Public	1	\$170,000
TOTALS	14	\$11,090,000

Capital Improvement Plan

Project Title	Project Costs						TOTAL
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	
Recreation Park Paved/Reel Courts	40,000						40,000
Harold Park Parking Pave		20,000					20,000
McDrew Park Parking Pave		40,000					40,000
Totals	40,000	60,000	0	0	0	0	100,000

Capital Improvement Plan

Project Title	Project Costs						TOTAL
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	
SPR Misses Interchange Overpasses Signage		375,000					375,000
Two Stop Intersections		20,000	30,000	30,000	30,000	30,000	150,000
2022 - 24 Signs & Landscape Program			30,000	30,000	30,000	30,000	120,000
Reinforced Right-of-Way Amplification		207,000		207,000		277,000	711,000
Totals	0	602,000	120,000	197,000	120,000	267,000	1,316,000

Capital Improvement Plan

Project Title	Project Costs						TOTAL
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	
Model Truck Replacement	50,000						50,000
Departmental Training Facility		300,000					300,000
Upgrade of Vehicle at Station 2		10,000					10,000
Ballistic Attack PVA Check		10,000					10,000
Chief Vehicle Replacement				60,000			60,000
Chief Fleet/Bus/Truck Replacement				60,000			60,000
Water System Replacement					20,000		20,000
Model Truck Replacement						60,000	60,000
Totals	50,000	310,000	0	120,000	80,000	60,000	520,000

Capital Improvement Plan

Project Title	Project Costs						TOTAL
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	
Should Wall Repair	20,000						20,000
Concrete on Park LeasedWall Repairs	200,000						200,000
Total	220,000	0	0	0	0	0	220,000

Capital Improvement Plan

Project Title	Project Costs						TOTAL
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	
Water Main Repair - 1st St	15,000						15,000
Water Main Repair - 2nd St	15,000						15,000
Water Main Repair - 3rd St		15,000					15,000
Water Main Repair - 4th St		15,000					15,000
Water Main Repair - 5th St		15,000					15,000
Water Main Repair - 6th St		15,000					15,000
Water Main Repair - 7th St		15,000					15,000
Water Main Repair - 8th St		15,000					15,000
Water Main Repair - 9th St		15,000					15,000
Water Main Repair - 10th St		15,000					15,000
Total	0	150,000	0	0	0	0	150,000

Capital Improvement Plan

Project Title	Project Costs						TOTAL
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	
Street Watermain Connection	110,000						110,000
States B Highway Overlay - Watermain			300,000				300,000
Waterline to 2nd Street - 5th Street				1,000,000			1,000,000
Total	110,000	0	300,000	1,000,000	0	0	1,410,000

Capital Improvement Plan

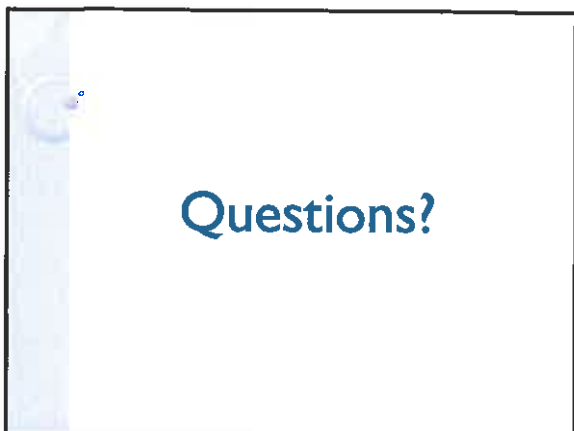
Project Title	Project Costs						TOTAL
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	
Facilities of Interest Properties	750	750	750	750	750	750	4,500,000**
Commercial Park Improvements		2,500,000					2,500,000
Walkway Rehabilitation - Cascade Rd. (Part II)			400,000				400,000
Large Area Streetscape Improvements						400,000	400,000
20th Street Mill/Black Cracking				100,000			100,000
Totals	0	2,800,000	1,150,000	800,000	0	400,000	4,950,000

Capital Improvement Plan

Project Title	Project Costs						TOTAL
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	
Totals	0	0	0	0	0	0	0

Capital Improvement Plan

Project Title	Project Costs						TOTAL
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	
City Security System	25,000						25,000
Landscaping Update	1,000						1,000
Library Capital Replacement			30,000				30,000
Information Dept. Replacement			100,000				100,000
Totals	26,000	0	130,000	0	0	0	156,000





**Cascade Charter Township
Kent County, Michigan**

**2018 – 2023
Capital Improvements Plan**

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Chapter 1 - Executive Summary

Overview

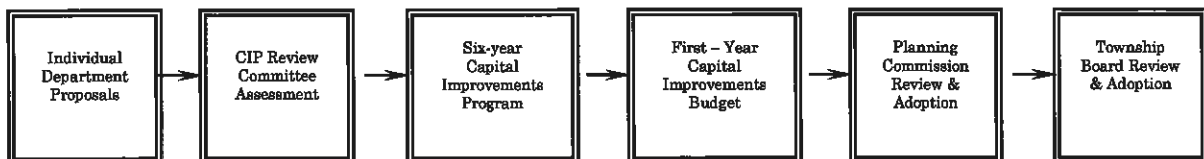
The capital improvements program (CIP) outlines a schedule of public service expenditures over the ensuing six-year period (Fiscal Years 2018-2023). The CIP does not address all of the capital expenditures for the Township, but provides for large, physical improvements which are permanent, including the basic facilities, services and installations needed for the functioning of the community. These include utilities, municipal facilities and other miscellaneous projects.

To qualify for inclusion into this initial CIP, a project must be consistent with 1) an adopted or anticipated component of the master plan, 2) a state and/or federal requirement, or 3) a Township approved policy. The minimum project cost for a CIP project is \$10,000.

Preparation of the capital improvements program is done under the authority of the Township Planning Act (PA 168 of 1959, as amended). A significant amount of informational language is included to help citizens, staff and elected officials understand the complexity of the program and guide its future development. Subsequent CIP documents will be reviewed by the Planning Commission with the goal that the CIP will help implement the Township's Master Plan.

The capital improvements program proposes project funding relative to the anticipated availability of fiscal resources and the choice of specific improvements to be achieved throughout the six-year plan.

The Capital Improvements Program



- ❖ **Six – Year Capital Improvements Plan**
 - Mid-range planning document.
 - Describes all proposals submitted by individual departments.
 - Includes an assessment & prioritization of each project.
 - Adopted by Planning Commission.
 - Submitted to Township Board for approval.

- ❖ **First – year Capital Improvements Budget**
 - Short – range budget document.
 - Recommends which of these capital needs should be funded.
 - Identifies the expected revenue sources.
 - Submitted by the Township Manager to Township Board for adoption.

Organization

The Capital Improvements Program is divided into three major sections.

- ❖ **The first section provides general information about the Township’s programming. It contains:**
 - Introduction
 - Program Summary
 - Program Policies
 - Program Funding
- ❖ **The 2018 Recommended Capital Improvements Budget provides information on projects for the first fiscal year of the plan. It contains:**
 - Project Type
 - Project Name
 - Total Project Cost
 - 2018 Funding Requirements
 - Funding Source
- ❖ **The 2018-2023 Capital Improvements Plan lists individual capital projects on separate pages within each section, divided by project types. Each project page contains:**
 - A brief description of the project.
 - Proposed scheduling.
 - A narrative assessment and justification.
 - A statement regarding the project’s anticipated impact on operating expenses.
 - Cost and funding source information.
 - Project priority ranking
 - Anticipated year of implementation

Project Prioritization

Staff assessed all capital needs and gave each project a priority rating. The rating figure indicates whether a project is:

- ❖ **Essential:** urgent, high priority project that should be done if at all possible.
- ❖ **Desirable:** high priority project that should be done as funding becomes available.
- ❖ **Acceptable:** worthwhile project to be considered if funding is available.
- ❖ **Deferrable:** low priority project which can be postponed.

The Totals

- ❖ The total capital need over the next six years includes 49 projects, totaling \$21,893,000.

<u>Project Type</u>	<u>Number of Projects</u>	<u>Six - Year Plan FY 2018-2023</u>
GF - Administration	6	\$2,583,000
GF - Building & Grounds	2	\$150,000
GF - Cemeteries	3	\$1,000,000
GF - Parks	3	\$90,000
GF - Community Dev.	4	\$1,515,000
Fire Fund	8	\$770,000
Dam Repair Fund	2	\$270,000
Pathways Fund	9	\$7,185,000
Utility Fund	3	\$1,460,000
DDA Fund	5	\$6,700,000
Building Fund	0	\$0
Library Fund	4	\$170,000
TOTALS	49	\$21,893,000

Projects

There are 49 projects totaling \$21,893,000 that are submitted as part of this initial Capital Improvements Program. Here are the 13 first-year projects, totaling \$1,178,000, ranked by their priority.

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - 5 Projects \$780,000)		
Local Road Maintenance Program	\$350,000	General Fund
Medic 7 Suburban Replacement	\$50,000	Fire Fund
Georid Wall Repair	\$20,000	Cascade Dam Fund
Cascade Dam Fish Ladder / Wall Repair	\$250,000	Cascade Dam Fund
60 th Street Watermain Connection	\$110,000	Utility Fund
Desirable (Total - 7 Projects \$383,000)		
Township Hall Generator	\$100,000	General, Fire Fund
Township Hall Plotter/Scanner	\$18,000	General Fund
Burton Park Facility Improvements	\$100,000	General Fund
F-350 Crew Cab Replacement	\$50,000	General Fund
Whitneyville Cemetery Expansion	\$50,000	General, Cemetery Fund
Recreation Park Pickleball Courts	\$40,000	General Fund
CCT Security System	\$25,000	Library Fund
Acceptable (Total - 1 Projects \$15,000)		
Landscaping Update	\$15,000	Library Fund
Deferrable (Total - Projects \$0)		

Timing

The proposed expenditures are distributed as follows:

Department Highlights

General Fund - Administration (101)							
	Project Costs						
Project Title:	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Local Road Maintenance	350,000	350,000	350,000	350,000	350,000	350,000	2,100,000*
Township Hall Generator	100,000						100,000
Township Hall Plotter/Scanner	18,000						18,000
Schoolhouse Creek Rehab. Project		325,000					325,000
Administrative Copier				15,000			15,000
Township Server(s) Replacement				25,000			25,000
Totals	468,000	675,000	350,000	390,000	350,000	350,000	2,583,000

*Project anticipated to be financed over a period of years

General Fund - Buildings & Grounds (101)							
	Project Costs						
Project Title:	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Burton Park Facility Improvements	100,000						100,000
F-350 Crew Cab Replacement	50,000						50,000
Totals	150,000	0	0	0	0	0	150,000

*Project anticipated to be financed over a period of years

Cascade Charter Township Capital Improvements Program 2018-2023

General Fund – Cemetery (101)							
	Project Costs						
Project Title:	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
30 th Street Cemetery Expansion	450,000	450,000					900,000
Whitneyville Cemetery Improvements	50,000						50,000
Snow Cemetery Improvements			50,000				50,000
Totals	500,000	450,000	50,000	0	0	0	1,000,000

*Project anticipated to be financed over a period of years

General Fund – Parks (101)							
	Project Costs						
Project Title:	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Recreation Park Pickleball Courts	40,000						40,000
Tassel Park Fishing Pier		25,000					25,000
McGraw Park Fishing Pier		25,000					25,000
Totals	40,000	50,000	0	0	0	0	90,000

*Project anticipated to be financed over a period of years

General Fund – Community Development (101)							
	Project Costs						
Project Title:	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
36 th Street Interchange Streetscape/Signage		275,000					275,000
Bus Stop Installations		30,000	30,000	30,000	30,000	30,000	150,000
Entryway Sign & Landscape Program			80,000	80,000	80,000	80,000	320,000
Railroad Right-of-Way Acquisition		257,000		257,000		257,000	770,000*
Totals	0	562,000	110,000	367,000	110,000	367,000	1,515,000

*Project anticipated to be financed over a period of years

Cascade Charter Township Capital Improvements Program 2018-2023

Fire Department Fund - 206							
	Project Costs						
Project Title:	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Medic 7 Suburban Replacement	50,000						50,000
Department Training Facility		500,000					500,000
Upgrade of A/V System at Station 2		12,000					12,000
Bullex Satellite Attack Fire Package		10,000					10,000
Chief Vehicle Replacement				60,000			60,000
Snow Plow/Grass Truck Replacement				60,000			60,000
Water Rescue Boat Replacement					20,000		20,000
Medic 11 Suburban Replacement						65,000	65,000
Totals	50,000	522,000	0	120,000	20,000	65,000	770,000

*Project anticipated to be financed over a period of years

Cascade Dam Repair Fund (211)							
	Project Costs						
Project Title:	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Georid Wall Repair	20,000						20,000
Cascade Dam Fish Ladder/Wall Repairs	250,000						210,000
Totals	270,000	0	0	0	0	0	270,000

*Project anticipated to be financed over a period of years

Cascade Charter Township Capital Improvements Program 2018-2023

Pathway Fund (216)							
Project Title:	Project Costs						TOTAL
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	
Pathway Extension – Thornapple River Dr.		300,000					300,000
Pathway Extension – Thornapple Riv. Dr.		2,800,000					2,800,000
Pathway Extension – Cascade Rd (DDA)			280,000				280,000
Pathway Extension – Cascade Road (II)			615,000				615,000
Pathway Extension – Burton Street			2,200,000				2,200,000
Pathway Extension – Thornapple Elem.			120,000				120,000
Pathway Extension – Pine Ridge Elem. (I)			150,000				150,000
Pathway Extension – Pine Ridge Elem. (II)			135,000				135,000
Pathway Extension – Cascade Road (I)				585,000			585,000
Totals	0	3,100,000	3,500,000	585,000	0	0	7,185,000

*Project anticipated to be financed over a period of years

Utility Revolving Fund (216)							
Project Title:	Project Costs						TOTAL
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	
60 th Street Watermain Connection	110,000						110,000
Burton St. Highway Crossing - Watermain			350,000				350,000
Water/Sewer Extension – 52 nd Street				1,000,000			1,000,000
Totals	110,000	0	350,000	1,000,000	0	0	1,460,000

*Project anticipated to be financed over a period of years

Cascade Charter Township Capital Improvements Program 2018-2023

Downtown Development Authority Fund (218)							
	Project Costs						
Project Title:	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Purchase of Riverfront Properties	TBD	TBD	TBD	TBD	TBD	TBD	3,000,000**
Centennial Park Improvements		2,500,000					2,500,000
Pathway Extension – Cascade Rd (Part I)			400,000				400,000
Village Area Gateway Improvements						500,000	500,000
28th Street Mid-Block Crossing				300,000			300,000
Totals	0	2,500,000	400,000	300,000	0	500,000	6,700,000

*Project anticipated to be financed over a period of years

** Not all funding to come from DDA

Building Department Fund (249)							
	Project Costs						
Project Title:	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Totals	0	0	0	0	0	0	

*Project anticipated to be financed over a period of years

Library Fund (270)							
	Project Costs						
Project Title:	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
CCT Security System	25,000						25,000
Landscaping Update	15,000						15,000
Library Carpet Replacement			30,000				30,000
Information Desk Replacement			100,000				100,000
Totals	40,000	0	130,000	0	0	0	170,000

*Project anticipated to be financed over a period of years

Chapter 2 - Introduction

Several factors influence infrastructure management, including the type of project being considered and the financing options available to fund the project. Whether to develop a new neighborhood park or to extend sewer or water lines to an existing neighborhood is a difficult decision when a choice has to be made between them. The Township may not have enough money available for all the projects it would like to do. The challenges to retain and/or expand Township services in the midst of shrinking resources and increasing costs has put pressure on Township government to make its limited capital resources work more efficiently. Administration, elected and appointed officials, and staff have taken several steps to make its capital expenditures more closely reflect its long-range objectives. One such stride is the continuing commitment to ensure that the most needed projects are funded and that the results are those that are called out in the adopted plans and policies. The capital improvements plan accomplishes this.

Capital Improvements Projects

Projects generally considered capital improvements are large, expensive and permanent in nature. They often place a continuing financial burden on the Township (planning and design, maintenance, operations, energy requirements, legal responsibilities, etc.). The capital improvements program addresses all of the capital expenditures for the Township that are valued over \$10,000. It represents the large projects in the near future.

The Capital Improvements Budget (CIB) shows projects scheduled to be funded in the upcoming fiscal year. Voting to accept the Capital Improvements Budget does *not* mean that Township Board approves all the projects that it contains. Acceptance acknowledges only that they agree with the Township Manager that these projects represent a reasonable interpretation of the upcoming needs for the Township.

The Relationship between the Capital Improvements Budget and the Annual Budget

As indicated above, the capital improvements budget includes projects that anticipate funding in the first fiscal year. The annual budget itemizes the money needed for all municipal purposes during the next fiscal year. This includes the day-to-day operational expenses of the Township, such as salaries and supplies. The projects included in the capital improvements budget are directly included in the annual budget, and all funding sources required to pay for the projects are confirmed. Approving a particular project still takes place by appropriating money as individual requests come before Township Board throughout the fiscal year.

The Relationship between the Capital Improvements Program and the Township Planning Process

Ideally, comprehensive land use planning influences capital improvements programming. The long-range master plan should yield the perspective on which the mid-range CIP is based. Each type of land use has different degrees of need for capital facilities. For example, a use that requires extensive parking and paving places a burden on the storm water system designed to handle the drainage from the site. The Township will need differing water system improvements and firefighting equipment if a land use plan recommends certain densities of residential development or commercial use for a certain location. These and other possible changes in the Township land use policies necessitate a linkage with the capital improvements program.

On the other hand, a capital improvements program may show that some land should not be zoned for a particular use because it is too expensive to provide the necessary infrastructure. For example, zoning land for industrial use without nearby sewer and water lines makes little sense. Many communities have over zoned the amount of land for industrial use, hoping for increases in tax base. However, often it is too expensive to install the needed services and no prospective manufacturing firm would be willing to pay for installation. Thus, a capital improvements program may help revise the zoning map.

The best strategy is to coordinate the capital improvements program with the master plan and zoning ordinances, to ensure that adequate utility and transportation services will be available in areas targeted for growth or redevelopment. Different zoning districts will need different services and infrastructure.

Many people view the long-range nature of the master plan as one of its greatest strengths. Because it is long-range, typically 20 years in the future, it provides a steady course for the community for a significant period. It contains a vision not subject to short-term obstacles. However, that strength can also be its weakness. The long-range character of the plan also has an air of unreality, which may provide little guidance for decision makers who must invest in the expansion of a water system in the next five years. Over the past few years, the correlation between the master plan components and the CIP has become stronger. In fact, recent changes to the Township Planning Act now allows for the development of a CIP and many legal and planning experts suggest the development of a CIP as a means to insure the township's master plan is legally enforceable, should it be challenged in court. Before the development of the CIP, the Township has begun to take incremental steps towards capital improvements planning. The Cascade Charter Township Park and Recreation Plan, the DDA Tax Increment Financing Plan, the Village Design Plan and the Complete Streets Plan all provide implementation recommendations that link the future vision of the community to relatively short-term actions.

The first recommended program policy in the CIP recognize the importance of the link between the Capital Improvements Plan and implementation of the master plan. In bringing most, if not all, of the decision makers together into the planning process, and by using the CIP process to reinforce the desired future land use patterns, the Township's physical future can be better shaped.

Legal Basis for Capital Improvements Programming

The State of Michigan provides for the development and use of a capital improvements program in the Township Planning Act (Section 10, Act 263 of the Public Acts of 2001). The Act briefly states that, "a township may adopt a capital improvement plan." The Act does not specifically outline a procedure, however many land use planning publications provide a recommended process.

The Benefits of Capital Improvements Programming

All communities need to develop a capital improvements plan. With time, public facilities need major repair, replacement or expansion. Maintaining and upgrading a community's capital stock requires significant financial investment. This investment must be weighed against other community needs and analyzed in light of community goals. Cascade Charter Township, like many communities, is under pressure to make efficient use of capital resources and must make difficult choices. There are more needs than can be satisfied at once, and the selection of one investment over another may shape the development of the community for years to come.

Capital improvements programming is a valuable tool to ensure that choices are made wisely. The Township's development goals are implemented, in part, by the careful provision of capital facilities. The benefits of this systematic approach to planning capital projects include the following:

Focuses attention on community goals, needs, and capabilities.

Through capital improvements, programming, capital projects can be brought into line with the Township's objectives, anticipated growth, and financial capabilities. Considered individually, a new park, water system improvements, and street widening may be great ideas. However, each project may look quite different when, in the course of the CIP process, it is forced to compete directly with other projects for limited funds.

Optimizes use of the taxpayer's dollar.

The capital improvements plan helps the Township Board and Township Manager make sound annual budget decisions. Careful planning of capital improvements helps prevent costly mistakes. In addition, capital planning allows the Township to save money in several other ways. For example, investors in municipal bonds tend to look more favorably on communities that have a CIP; if bond financing is selected for a capital improvement project, the Township may realize significant savings on interest. The CIP can also provide an opportunity, assuming funds are available, to purchase land at a lower cost in advance of construction.

Guides future growth and development

The location and capacity of capital improvements shape the growth of the Township. The Township Board can use the CIP to develop well thought out policies to guide future land use and economic development. The process can also ease political decision making by providing a rationale for approving or rejecting requests for immediate capital expenditures.

Encourages the most efficient government

Interdepartmental coordination of capital improvements programming can reduce scheduling conflicts and ensure that no single function receives more than its fair share of resources. In addition, the CIP can be used to promote innovative management techniques and improve governmental efficiency and effectiveness.

Improves the basis for intergovernmental and regional cooperation.

Capital improvements programming offers public officials of all governmental units (Cascade Charter Township, City of Grand Rapids, Kent County Road Commission, Gerald R. Ford International Airport, Kent County, Kent District Library, Caledonia Public Schools, Forest Hills Public Schools, Lowell Public Schools and the Downtown Development Authority), an opportunity to plan the location, timing, and financing of improvements in the interest of the community as a whole.

Maintains a sound and stable financial program.

Having to make large or frequent unplanned expenditures can endanger the financial well-being of the Township. Sharp changes in the tax structure or bonded indebtedness may be avoided when construction projects are planned and scheduled at intervals over a number of years. When there is ample time for planning, the most economical means of financing each project can be selected in advance. Furthermore, a CIP can help the

Township avoid commitments and debts that would prevent the initiation of other important projects later.

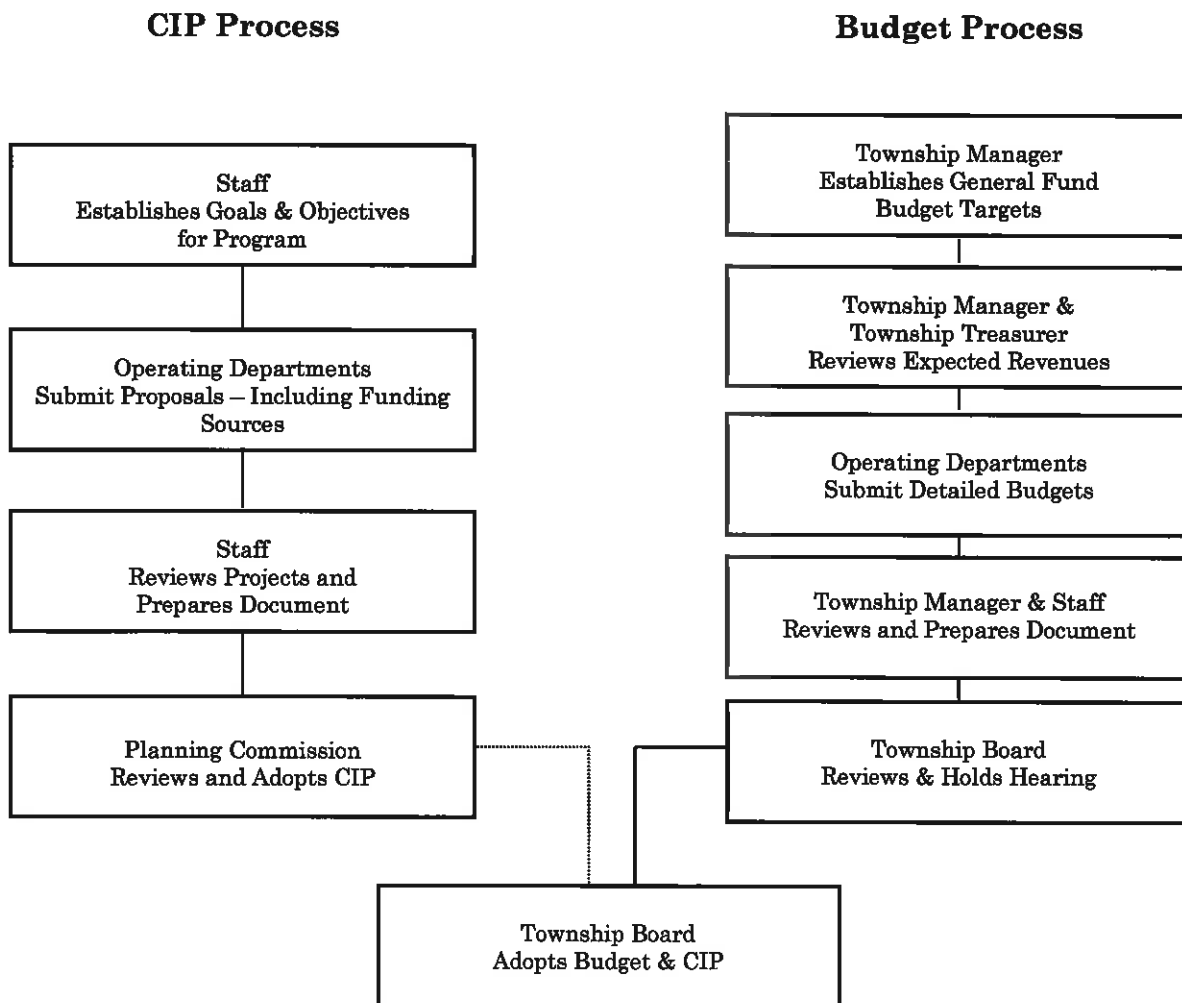
Enhances opportunities for participation in federal or state grant-in-aid programs

Preparing a CIP improves the Township's chance of obtaining aid through federal and state programs that provide funds for planning, construction and financing of capital improvements. There has been little activity in the federal and state grant field recently. Nevertheless, there are cyclical patterns to federal and state programs. The CIP is considered a "public works shelf that contains projects which can be started quickly by having construction, or bid, documents ready should any grants become available.

Chapter 3 - Program Summary

The Capital Improvements Plan Process

The capital improvements plan is a distinct element of the annual budget process that flows through the Township government in somewhat separate channels. The CIP process occurs earlier in the annual cycle than the annual budget. This initial CIP was developed through the Manager's office. The Township Manager and staff will coordinate all operating expenditures. The entire process takes several months to complete.



Cascade Charter Township used a traditional needs driven approach to develop its initial CIP. The process for developing the CIP involved the following steps

Step 1: Organize the Process

Staff began meeting in August to establish the administrative and policy framework within which the CIP process would operate. Before this first step, the Township Manager met with department heads to get their input on upcoming capital purchases and to explain the CIP development process.

Step 2: Develop Criteria

The second task of staff was to review different criteria for capital improvement projects. Literature from planning organizations and other communities with long established capital improvements planning programs were compared. Based upon the review staff adopted program priorities which are explained in further detail, later on in this section.

Step 3: Develop Project Requests

In September, the Township Manager issued a memorandum to all department heads, requesting that they submit proposed capital improvement projects to the Manager's Office. Forms accompanied the memorandum and deadline dates. The department heads that develop project requests were given guidance by the Manager throughout August and September. The project request form is a useful tool for ensuring that proposed projects are well thought out and based on realistic assessment of need.

Because the Township may not have sufficient funding capacity to meet all the capital needs, priorities are set, based on the criteria established earlier in the process. Departments that submit proposals typically will rank their own projects. Priority rankings do not necessarily correspond to funding sequence. For example, a park improvement project ranked lower than a fire equipment purchase may have better access to funds. The fire equipment could require more funds and have to wait for grants or a voter-approved millage. A project's desirability depends on a number of factors – not only what it is, but also on how it's done, where it may be located, how much it costs and its funding potential.

Step 4: Present Departmental Projects

The objective now is to pull together a CIP that was sensitive to the policies that have been adopted and contained projects that related to the master plan objectives.

Step 5: Screen, Evaluate and Prioritize Projects

The most difficult task for staff normally occurs in late September and early October when it evaluated and prioritized the projects submitted for approval. This is a critical component of the CIP process. Project selection must correspond to the amount of money assumed available for capital spending. Within the limited budget, is a new park vehicle or a water line extension of greater importance? Shrinking funds and rising costs incurred in maintaining and rehabilitating deteriorating infrastructure make the process of selecting the most vital capital projects even more crucial and difficult. The merits of each project must be judged against the policies and criteria of the CIP process and the goals of each component of the master plan. Does the project conform in terms of location, size, service provided, relation to its service area, effect on land use patterns, and relation to public policy and community goals? More than merely a technical process, prioritization involves value preferences, policy choices and political actions. Throughout the examination of the proposed projects, staff attempted to overcome some inherent problems in the CIP process:

- a) Government projects are difficult to evaluate because of their diversity and the fact that many, essentially, are not comparable. Individual CIP project requests reflect the need to serve different constituencies and diverse community values. Staff must attempt to reconcile and balance conflicting community values and judgments.
- b) Staff must continually approach the decisions required in this process rationally and analytically regardless of political forces. While conflicting interests within the political process are acknowledged, staff must attempt to develop a program that provides the most benefit to the entire community.
- c) It is inevitable that the number of projects requested exceeds available funding. In the endeavor to provide better service to the community, departments often propose capital projects that, unfortunately, go un-funded. This process should not discourage departments from continuing to submit proposals, but should develop into a mechanism to help in the effort to uncover alternate sources of funding and see that higher-priority projects get implemented.

The initial review (evaluation of project impact) takes place without regard to funding availability and focuses on policies and the objectivity and judgment based on input from Township staff. In the future, staff will review the following impacts of projects:

- Fiscal consequences.
- Health and safety effects.

- Community economic effects.
- Environmental, aesthetic, and social effects.
- Disruption and inconvenience caused during construction.
- Distributional effects (who benefits, who pays).
- Feasibility
- Implications of deferring the project
- Amount of uncertainty and risk.
- Effects on inter-jurisdictional relationships.

Next, the projects are placed into the appropriate funding priority group in relation to their necessity or urgency. Although many communities have developed detailed weighted ranking systems, staff has consciously avoided this type of system. The staff has established the following classification system to prioritize proposed projects:

Priority A - Essential

Urgent, high-priority projects that should be done if possible. These include projects that are required to complete a major public improvement; projects that would address an emergency, or remedy a condition dangerous to public health, welfare, and safety, projects that would provide facilities for a critically needed community program; projects needed to correct an inequitable distribution of public improvements in the past and projects vital to the economic stability of the City. A special effort is made to find sufficient funding for all of the projects in this group.

Priority B - Desirable

High-priority projects that should be done as funding becomes available. These include projects that would benefit the community, and projects whose validity of planning and validity of timing have been established.

Priority C - Acceptable

Worthwhile projects to be considered if funding is available. These are projects that are adequately planned, but not absolutely required, and should be deferred to a subsequent year if budget reductions are necessary.

Priority D - Deferrable

Low-priority projects which are desirable but not essential and can be postponed without detriment to present services.

In addition, projects may be eliminated from consideration if it is determined that they pose a serious question of community need, adequate planning, or proper timing. This step is also conducted without consideration of project cost or funding.

Step 6: Select Projects

In the end, the availability of funds each year, as approved by the Township Board upon the recommendation of the Township Manager, determines the number of projects that are funded.

As with the measurement of project impacts in Step 5, placing projects in priority groupings relies on the judgment of staff, and is not a completely objective process. The criteria used are not subject to precise measurement. This judgment is not arbitrary and is done within the context of the plans, policies and the goals of the master plan.

The Township Board ultimately approves the assumptions, criteria, policies, and recommendations of the staff by accepting the CIP. Depending on the policy, modifications are expected throughout the process. This is considered an essential part of the procedure, placing the burden on those who dissent to assess the policies underlying the recommendations and to advocate their differences, resulting in the necessary evolution of the entire capital planning process.

Step 7: Prepare and Adopt the CIP and CIB

In Step 2 of the process, broad criteria are established to help staff plan capital improvement projects. As the process continues, and increasingly detailed information emerges, projects may be added, altered, or abandoned. Eventually, staff arrives at a final list of projects that is submitted to the Township Manager and the Planning Commission for review.

The Township Manager and Planning Commission evaluate the CIP package in light of additional information, and makes final programming decisions before sending the CIP on to Township Board. The Board accepts the CIP after its review. Acceptance is ***not*** a commitment to finance the approved projects, but is a statement of policy regarding the Township's approach to meeting its future capital needs.

Chapter 4 - Program Funding

Because capital improvement projects involve the outlay of substantial funds, numerous sources are necessary to provide financing over the life of the project. Most capital funding sources are earmarked for specific purposes and cannot be transferred from one capital program to another. For instance, funds raised by the Pedestrian Pathway millage must be used for the purpose that was stated when the millage was approved by the electors. The CIP has to be prepared with some assumptions as to the amount of money to be available. The following is a summary of the funding sources for projects included in the capital improvements program.

General Obligation (G.O.) and Revenue Bonds

When the Township sells bonds, purchasers are, in effect, lending money to the Township. The money is repaid, with interest, from taxes or fees over the years. The logic behind issuing bonds (or "floating a bond issue") for capital projects is that the citizens who benefit from the capital improvements over a period of time should help the Township pay for them. The Township issues bonds in two forms:

General Obligation Bonds

Perhaps the most flexible of all capital funding sources, G.O. bonds can be used for the design or construction of any capital project. These bonds are financed through property taxes. In financing through this method, the taxing power of the Township is pledged to pay interest and principal to retire the debt. Voter approval is required and the amount is included in the Township's state-imposed debt limits. G.O. Bonds are authorized by a variety of state statutes.

Revenue Bonds

Revenue bonds are sold for projects, such as water and sewer systems, that produce revenues. Revenue bonds depend on user charges and other project-related income to cover their costs. Unlike G.O. bonds, revenue bonds are not included in the Township's state-imposed debt limits because they are backed by the full faith and credit of the Township. Revenue Bonds are authorized by a variety of state statutes.

Tax Increment Financing (TIF)

TIF is a municipal financing tool that can be used to renovate or redevelop declining areas while improving their tax base. TIF applies the increase in various state and local taxes that results from a redevelopment project to pay for project-related public improvements. For purposes of financing activities within the Cascade Village district,

the Downtown Development Authority adopted a 30-year TIF plan in 2011. TIF is authorized by Public Act 281 of 1986, the Local Development Finance Authority Act and Public Act 450 of 1980, the Tax Increment Financing Act.

Millages

The property tax is one of the most important sources of Township revenue. The property tax rate is stated in mills (one dollar per \$1,000 of valuation). This rate is applied to the taxable value of a property to determine the property tax. Millages are voter-approved taxes which are specifically earmarked for a particular purpose. The Township is authorized to utilize millages under Public Act 90 of 1976, the Charter Township Act.

Federal and State Funds

The federal and state governments make funds available to townships through numerous grants and programs. Some federal and state funds are tied directly to a specific program. The Township has discretion (within certain guidelines) over the expenditure of others. For the most part, the Township has no direct control over the amount of money received under these programs.

Special Assessments

Capital improvements that benefit particular properties, rather than the community as a whole, may be financed more equitably by special assessment: that is, by those who directly benefit. Local improvements often financed by this method include street improvements, sanitary and storm sewers, and water mains.

Developer Contributions

Sometimes capital improvements are required to serve new development. Where funding is not available from the Township to construct the improvements, developers may agree to voluntarily contribute their share or to install the facilities themselves so the development can go ahead.

Chapter 5 - 2018 Recommended Capital Improvements Budget

The 2018 recommended Capital Improvements Budget is listed in the table below. There are a total of 13 projects at a cost of \$1,178,000. 5 projects are listed as Essential, 7 as Desirable and 1 as Acceptable. Detail sheets for the individual projects listed can be found in the following section

Table – 2018 Capital Improvement Budget

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - 5 Projects \$780,000)		
Local Road Maintenance Program	\$350,000	General Fund
Medic 7 Suburban Replacement	\$50,000	Fire Fund
Georid Wall Repair	\$20,000	Cascade Dam Fund
Cascade Dam Fish Ladder / Wall Repair	\$250,000	Cascade Dam Fund
60 th Street Watermain Connection	\$110,000	Utility Fund
Desirable (Total - 7 Projects \$883,000)		
Township Hall Generator	\$100,000	General, Fire Fund
Township Hall Plotter/Scanner	\$18,000	General Fund
Burton Park Facility Improvements	\$100,000	General Fund
F-350 Crew Cab Replacement	\$50,000	General Fund
Whitneyville Cemetery Expansion	\$50,000	General, Cemetery Fund
Recreation Park Pickleball Courts	\$40,000	General Fund
CCT Security System	\$25,000	Library Fund
Acceptable (Total - 1 Projects \$15,000)		
Landscaping Update	\$15,000	Library Fund
Deferrable (Total - Projects \$0)		

Capital Improvement Projects

What follows is specific details on each project submitted for the Capital Improvement project. Each department begins with a summary sheet that includes a table with the projects listed individually with the cost by year and a second table with the project listed individually under the corresponding priority ranking. After the Department Summary Sheet, each project has a two page project form that contains all of the details of the project that were considered when compiling the Capital Improvements Plan.

FY18 – FY23 CIP – General Fund Administrative

General Fund – Administration (101)							
Project Costs							
Project Title:	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Local Road Maintenance	350,000	350,000	350,000	350,000	350,000	350,000	2,100,000*
Township Hall Generator	100,000						100,000
Township Hall Plotter/Scanner	18,000						18,000
Schoolhouse Creek Rehab. Project		325,000					325,000
Administrative Copier				15,000			15,000
Township Server(s) Replacement				25,000			25,000
Totals	468,000	675,000	350,000	390,000	350,000	350,000	2,583,000

*Project anticipated to be financed over a period of years

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - Projects \$2,485,000)		
Local Road Maintenance Program	\$2,100,000	General Fund
Township Hall Server(s) Replacement	\$25,000	General Fund
Desirable (Total - Project \$458,000)		
Township Hall Generator	\$100,000	General, Fire Fund
Township Hall Plotter/Scanner	\$18,000	General Fund
Schoolhouse Creek Rehabilitation Project	\$325,000	General Fund
Administrative Copier	\$15,000	General Fund
Acceptable (Total - Projects \$0)		
Deferrable (Total - 0 Projects \$0)		

* Reflects Total Cost of Project

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: 09-01-2016

Department: General Fund - Administrative

1. **Description of Project:**

A. Project Title: Local Road Maintenance Program

B. Location of Project: Various Local Roads

C. **Project Type:** (check appropriate item in each column)

<small>(Check here)</small>		<small>(Check here)</small>	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Cascade Township traditionally participates in local road maintenance by dedicating funds for preventative maintenance and reconstruction. These funds are matched by the KCRC to complete the projects. The Township approves program projects each spring. Additional funding will be needed in coming years to deal with more intensive projects.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	
Professional services	
Other: Contribution to KCRC	\$2,100,000
Total Estimated Cost	\$2,100,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: _____
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (_____)						
Totals						

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** _____ Essential
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** _____ 2018 - 2023

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____ X (Kent County Road Commission)
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** _____ Ben Swayze -- Township Manager

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: 09-01-2016

Department: General Fund - Administrative

1. **Description of Project:**

A. **Project Title:** Township Hall Generator

B. **Location of Project:** Township Hall / Station #1

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land	X	New Purchase
	Building		Replace
	Vehicle		Develop / Improve
X	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

During the FY2017 Township Hall / Station #1 Rehabilitation Project Township Hall and Station #1 were retrofitted for a full Building Generator hook-up. In order to best serve the Township and ensure continuity of operations, the Township should consider purchasing an appropriately sized full-building generator on a trailer. The generator could serve both the Buildings and Grounds Department and the Fire Department as well.

3. **Alternatives to Proposed Project?**

If the purchase of the generator is undesirable, the Township could consider renting a generator on an as-needed basis

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	\$100,000
Professional services	
Other (Specify)	
Total Estimated Cost	\$100,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$500
- B. Estimated annual cost of new staff (if any):
- C. Estimated annual cost of materials & supplies:

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund	\$50,000					
Fire Fund	\$50,000					
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals	\$100,000					

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2018

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel:
- C. Other (specify):

11. **Request Sheet Completed By:** Ben Swayze – Township Manager

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: 09-01-2016

Department: General Fund - Administrative

1. **Description of Project:**

A. **Project Title:** Township Hall Plotter/Scanner

B. **Location of Project:** Township Hall - Work Room

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
X	Building	X	Replace
	Vehicle		Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Township Hall plotter has reached the end of its useful life, it is currently not working, and replacement parts are not available. In replacing the plotter, we would like to purchase one that also has scanning capabilities, which ours currently does not.

3. **Alternatives to Proposed Project?**

None.

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	\$18,000
Professional services	
Other (Specify)	
Total Estimated Cost	\$18,000

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: 09-01-2016

Department: General Fund - Administrative

1. **Description of Project:**

A. Project Title: Schoolhouse Creek Rehabilitation Project

B. Location of Project: Schoolhouse Creek

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle	X	Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The Township have been working with the property owners along Schoolhouse Creek to rehabilitate the creek to reduce sediment load, reduce erosion and increase floodplain connectivity. The project is currently in the engineering state, which will take most of 2017.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$325,000
Equipment & furnishings	
Professional services	
Other (Specify)	
Total Estimated Cost	\$325,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1,000
- B. Estimated annual cost of new staff (if any):
- C. Estimated annual cost of materials & supplies:

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund		\$325,000				
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals		\$325,000				

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2019

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel:
- C. Other (specify):

11. **Request Sheet Completed By:** Ben Swayze – Township Manager

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: 09-01-2016

Department: General Fund - Administrative

1. **Description of Project:**

A. **Project Title:** Township Hall Copier

B. **Location of Project:** Township Hall - Work Room

C. **Project Type:** (check appropriate item in each column)

<small>(Check here)</small>		<small>(Check here)</small>	
	Land		New Purchase
X	Building	X	Replace
	Vehicle		Develop / Improve
	Equipment		Construct / Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Township Hall copier serves as the main source of document reproduction for the Township organization. It is scheduled to be replaced every four years to ensure the highest possible efficiency and reduction in maintenance costs. Current copier is 1 year old.

3. **Alternatives to Proposed Project?**

Continue to operate with current machines and incur escalating maintenance costs and downtime.

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	\$15,000
Professional services	
Other (Specify)	
Total Estimated Cost	\$15,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1000
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund				\$15,000		
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals				\$15,000		

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2021

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: X
- C. Other (specify): _____

11. **Request Sheet Completed By:** Ben Swayze – Township Manager

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: 09-01-2016

Department: General Fund - Administrative

1. **Description of Project:**

A. **Project Title:** Township Hall Server Replacement

B. **Location of Project:** Township Hall – IT Room

C. **Project Type:** (check appropriate item in each column)

<small>(Check here)</small>		<small>(Check here)</small>	
	Land		New Purchase
X	Building	X	Replace
	Vehicle		Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

There are two Township Servers scheduled for replacement – the Exchange Server and the Application Server. The Exchange server hosts our user and email system while the Application server hosts all of our programs and files. Both of these servers are replaced every 4 years to minimize downtime and maintenance costs and keep up with technology.

3. **Alternatives to Proposed Project?**

Continue to operate with current machines and incur escalating maintenance costs and downtime and risk compatibility issues with updated PC machines on the network.

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	\$25,000
Professional services	
Other (Specify)	
Total Estimated Cost	\$25,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$500
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund				\$25,000		
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals				\$25,000		

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Essential
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2021

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: X
- C. Other (specify): _____

11. **Request Sheet Completed By:** Ben Swayze – Township Manager

FY18 – FY23 CIP – General Fund Building & Grounds

General Fund – Buildings & Grounds (101)							
Project Title:	Project Costs						TOTAL
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	
Burton Park Facility Improvements	100,000						100,000
F-350 Crew Cab Replacement	50,000						50,000
Totals	150,000	0	0	0	0	0	150,000

*Project anticipated to be financed over a period of years

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - Projects \$0)		
Desirable (Total -Project \$150,000)		
Burton Park Facility Improvements	\$100,000	General Fund
F-350 Crew Cab Replacement	\$50,000	General Fund
Acceptable (Total -Projects \$0)		
Deferrable (Total - 0 Projects \$0)		

* Reflects Total Cost of Project

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: 10-1-2017

Department: General Fund – Buildings & Grounds

1. **Description of Project:**

A. Project Title: Burton Park Facility Improvements

B. Location of Project: Burton Park

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
X	Building		Replace
	Vehicle	X	Develop / Improve
	Equipment		Construct / Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The Burton Park facility houses part of the Buildings & Grounds operations and is in need of maintenance and a few upgrades. Upgrading the facility will allow the B&G department to shift some operations to the facility, allowing the Fire Department to reclaim some space in Station #2. Improvements include roof replacement, drive around the building and internal improvements.

3. **Alternatives to Proposed Project?**

Continue to defer maintenance on the building and leave B&G operations centralized in the Fire Department.

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$100,000
Equipment & furnishings	
Professional services	
Other (Specify)	
Total Estimated Cost	\$100,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	None

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: Same
- B. Estimated annual cost of new staff (if any): Same
- C. Estimated annual cost of materials & supplies: Same

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund	\$100,000					
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals	\$100,000					

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2018

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: X
- C. Other (specify): _____

11. **Request Sheet Completed By:** Ben Swayze – Township Manager

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: 09-01-2016

Department: General Fund - Buildings & Grounds

1. **Description of Project:**

A. Project Title: F-350 Crew Cab Truck Replacement

B. Location of Project: Buildings and Grounds Fleet

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
	Building	X	Replace
	Vehicle		Develop / Improve
X	Equipment		Construct / Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

This Truck will be fifteen years old in 2018 and will be due for replacement. This truck will have a lot of hard use from snow plowing, pulling heavy equipment and hauling dirt and materials.

3. **Alternatives to Proposed Project?**

Continue to utilize existing vehicle and incur escalating maintenance costs.

4. **Estimated Cost of Project:**

Vehicle purchase	\$50,000
Land Acquisition	
Construction	
Equipment & furnishings	
Professional services	
Other (Specify)	
Total Estimated Cost	\$50,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	\$2,500
No income:	
Other revenue (specify):	
Total Revenue:	\$2,500

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: Same
- B. Estimated annual cost of new staff (if any): Same
- C. Estimated annual cost of materials & supplies: Same

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund	\$50,000					
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals	\$50,000					

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2018

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: X
- C. Other (specify): _____

11. **Request Sheet Completed By:** Ben Swayze – Township Manager

FY18 – FY23 CIP – General Fund Cemetery

General Fund – Cemetery (101)							
Project Title:	Project Costs						TOTAL
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	
30 th Street Cemetery Expansion	450,000	450,000					900,000
Whitneyville Cemetery Improvements	50,000						50,000
Snow Cemetery Improvements			50,000				50,000
Totals	500,000	450,000	50,000	0	0	0	1,000,000

*Project anticipated to be financed over a period of years

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - Projects \$0)		
Desirable (Total -Project \$1,000,000)		
30 th Street Cemetery Expansion	\$900,000	General, Cemetery Fund
Whitneyville Cemetery Expansion	\$50,000	General, Cemetery Fund
Snow Cemetery Expansion	\$50,000	General; Cemetery Fund
Acceptable (Total -Projects \$0)		
Deferrable (Total - 0 Projects \$0)		

* Reflects Total Cost of Project

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: 09-01-2016

Department: General Fund - Cemetery

1. **Description of Project:**

A. **Project Title:** 30th Street Cemetery Expansion

B. **Location of Project:** 30th Street Cemetery

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle	X	Develop / Improve
	Equipment		Construct / Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The 30th Street Cemetery is quickly filling up, and in the near future there will be a need to expand the cemetery if we are going to continue to provide burial space for Cascade residents. The Township owns enough land to potentially double the amount of space in the cemetery. In FY 15 a conceptual plan and cost estimate for the project was developed.

3. **Alternatives to Proposed Project?**

Alternatives to the project involve discontinuing the availability of burial space once the currently developed space is filled up.

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$800,000
Equipment & furnishings	
Professional services	\$100,000
Other (Specify)	
Total Estimated Cost	\$900,000

5. **Estimated Revenue from Project:**

Annual project income:	\$12,000
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	\$12,000

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$10,000
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund	\$450,000	\$450,000				
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals	\$450,000	\$450,000				

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2019

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X – Possible Design/Build
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Ben Swayze – Township Manager

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: 09-01-2016

Department: General Fund - Cemetery

1. Description of Project:

A. Project Title: Whitneyville Cemetery Improvements

B. Location of Project: Whitneyville Cemetery

C. Project Type: (check appropriate item in each column)

<small>(Check here)</small>		<small>(Check here)</small>	
X	Land		New Purchase
	Building		Replace
	Vehicle	X	Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. Justification for Project: (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Though not as popular as the 30th Street Cemetery, there are several burials a year in Whitneyville and it is well visited by family members of the deceased. Improvements to landscaping, hardscaping and roads will keep the cemetery in top shape for all to enjoy.

3. Alternatives to Proposed Project?

Continue general maintenance of the cemetery only

4. Estimated Cost of Project:

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	\$50,000
Professional services	
Other (Specify)	
Total Estimated Cost	\$50,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$500
- B. Estimated annual cost of new staff (if any):
- C. Estimated annual cost of materials & supplies:

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund	\$50,000					
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals	\$50,000					

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2018

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel:
- C. Other (specify):

11. **Request Sheet Completed By:** Ben Swayze – Township Manager

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: 09-01-2016

Department: General Fund - Cemetery

1. **Description of Project:**

A. **Project Title:** Snow Cemetery Improvements

B. **Location of Project:** Snow Cemetery

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle	X	Develop / Improve
	Equipment		Construct / Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Though not as popular as the 30th Street Cemetery, there are several burials a year in Snow Cemetery and it is well visited by family members of the deceased. Improvements to landscaping, hardscaping and roads will keep the cemetery in top shape for all to enjoy.

3. **Alternatives to Proposed Project?**

Continue general maintenance of the cemetery only

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	<i>\$50,000</i>
Professional services	
Other (Specify)	
Total Estimated Cost	\$50,000

FY18 – FY23 CIP – General Fund Community Development

General Fund – Community Development (101)							
Project Title:	Project Costs						TOTAL
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	
36 th Street Interchange Streetscape/Signage		275,000					275,000
Bus Stop Installations		30,000	30,000	30,000	30,000	30,000	150,000
Entryway Sign & Landscape Program			80,000	80,000	80,000	80,000	320,000
Railroad Right-of-Way Acquisition		257,000		257,000		257,000	770,000*
Totals	0	562,000	110,000	367,000	110,000	367,000	1,515,000

*Project anticipated to be financed over a period of years

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - Projects \$0)		
Desirable (Total - Project \$425,000)		
36 th Street Interchange Streetscape/Sign	\$275,000	General Fund
Bus Stop Installations	\$150,000	General Fund, DDA
Acceptable (Total - Projects \$1,010,000)		
Entryway Sign & Landscape Program	\$320,000	General Fund, DDA
Railroad ROW Acquisition	\$770,000	Grant Funds, Donations
Deferrable (Total - 0 Projects \$0)		

* Reflects Total Cost of Project

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: August 30, 2016

Department: General Fund - Community Development

1. **Description of Project:**

A. **Project Title:** 36th Street Interchange Streetscape/Signage

B. **Location of Project:** 36th Street Interchange

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

36th Street currently serves as a major entryway into our community, but does little to identify Cascade or provide a welcoming atmosphere. This would be part of an ongoing project to implement expanded entryway identification and landscaping at all major entrances to the Township. This project would be quite a bit larger than other projects, and would include major landscaping and hardscaping improvements.

3. **Alternatives to Proposed Project?**

None - leave intersection as is.

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$250,000
Equipment & furnishings	
Professional services	\$25,000
Other (specify)	
Total Estimated Cost	\$275,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$2,000
- B. Estimated annual cost of new staff (if any): None
- C. Estimated annual cost of materials & supplies: \$500

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund		\$275,000				
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (Grant Funds)						
Totals		\$275,000				

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2019

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: XX
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Steve Peterson – Community Dev. Dir.

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: August 30, 2016

Department: General Fund - Community Development

1. **Description of Project:**

A. **Project Title:** Bus Stop Installation

B. **Location of Project:** High Usage Areas Along Bus Routes

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct / Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The Township has committed to a 3-year pilot program to bring bus service to Cascade Township along 28th Street. The bus shelter program would build bus shelters in strategic locations along the route. The first shelter was built at the MDOT Park and Ride location by Meijer, and the second was built at the Mary Free Bed YMCA by The Rapid. With a permanent bus route solution to be made in 2018, we should consider installation of Township funded stops beginning in 2019.

3. **Alternatives to Proposed Project?**

None – no shelters at stops

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$150,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$150,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$2,000
- B. Estimated annual cost of new staff (if any): None
- C. Estimated annual cost of materials & supplies: \$500

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund		XX	XX	XX	XX	XX
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (Rapid or Donations)		XX	XX	XX	XX	XX
Totals		\$30,000	\$30,000	\$30,000	\$30,000	\$30,000

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2019 - 2023

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: XX
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Sandra Korhorn – ED/DDA Director

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: August 30, 2016

Department: General Fund - Community Development

1. **Description of Project:**

A. **Project Title:** Cascade Entryway Sign & Landscape Program

B. **Location of Project:** Various Interchanges and Facilities

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle	X	Develop / Improve
	Equipment		Construct / Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

An entryway sign program consistent with the DDA design guidelines and other planned entryway signs in the Township. The signs would be at strategic intersections and facilities in the Township. Estimated at one per year.

3. **Alternatives to Proposed Project?**

None

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$320,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$320,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1,000
- B. Estimated annual cost of new staff (if any): None
- C. Estimated annual cost of materials & supplies: \$500

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund			\$80,000	\$80,000	\$80,000	\$80,000
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund			If in DDA	If in DDA	If in DDA	If in DDA
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (Specify)						
Totals			\$80,000	\$80,000	\$80,000	\$80,000

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Acceptable
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2020 - 2023

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: XX
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Sandra Korhorn – ED/DDA Director

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: August 30, 2016

Department: General Fund - Community Development

1. **Description of Project:**

A. **Project Title:** Railroad Right-of-Way Acquisition

B. **Location of Project:** Patterson Ave to Kraft Ave

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land	X	New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment		Construct / Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Purchase the railroad right of way to protect for future use.

3. **Alternatives to Proposed Project?**

none

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	\$770,000
Construction	
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$770,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: 5,000
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund		XX		XX		XX
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (Grant, Donations)		XX		XX		XX
Totals		\$257,000		\$257,000		\$257,000

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Acceptable
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2019, 2021, 2023

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: XX
- C. Other (specify): _____

11. **Request Sheet Completed By:** Steve Peterson – Community Dev. Dir.

FY18 – FY23 CIP – General Fund Parks

General Fund – Parks (101)							
Project Title:	Project Costs						TOTAL
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	
Recreation Park Pickleball Courts	40,000						40,000
Tassel Park Fishing Pier		25,000					25,000
McGraw Park Fishing Pier		25,000					25,000
Totals	40,000	50,000	0	0	0	0	90,000

*Project anticipated to be financed over a period of years

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - Projects \$0)		
Desirable (Total - Project \$0)		
Recreation Park Pickleball Courts	\$40,000	General Fund
Acceptable (Total - Projects \$50,000)		
Tassel Park Fishing Pier	\$25,000	General Fund
McGraw Park Fishing Pier	\$25,000	General Fund
Deferrable (Total - Projects \$0)		

* Reflects Total Cost of Project

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: October 1, 2017

Department: General Fund - Parks

1. **Description of Project:**

A. Project Title: Recreation Park Pickleball Courts

B. Location of Project: Recreation Park

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct / Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

During 2017 the Township temporarily turned a set of tennis courts into Pickleball courts at the request of several residents. The courts have proved popular, and the Township has not received any complaints regarding the transition. The Parks Committee has recommended the transformation be permanent.

3. **Alternatives to Proposed Project?**

None – remain tennis courts

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$40,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$40,000

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: September 1, 2016

Department: General Fund - Parks

1. Description of Project:

A. Project Title: Tassel Park Fishing Pier

B. Location of Project: Tassel Park

C. Project Type: (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct / Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. Justification for Project: (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

From the 2014 – 2019 Parks and Recreation Plan. Will improve access to the Thornapple River and provide fishing opportunities. Will be a floating dock with pilings.

3. Alternatives to Proposed Project?

None

4. Estimated Cost of Project:

Vehicle purchase	
Land Acquisition	
Construction	\$25,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$25,000

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: September 1, 2016

Department: General Fund - Parks

1. **Description of Project:**

A. Project Title: McGraw Park Fishing Pier

B. Location of Project: McGraw Park

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

From the 2014 – 2019 Parks and Recreation Plan. Will improve access to the Grand River and provide fishing opportunities. Will be a floating dock.

3. **Alternatives to Proposed Project?**

None

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$25,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$25,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	\$0

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: **\$500**
- B. Estimated annual cost of new staff (if any): **None**
- C. Estimated annual cost of materials & supplies: **None**

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund		\$25,000				
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals		\$25,000				

* If funding of this project goes beyond 2023 please attach a proposed schedule to this page

8. **Department Ranking for this Project:** **Acceptable**
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** **2019**

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: **XX**
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** **Steve Peterson - Community Development Director**

FY18 – FY23 CIP – Fire Department Fund

Fire Department Fund - 206							
Project Title:	Project Costs						TOTAL
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	
Medic 7 Suburban Replacement	50,000						50,000
Department Training Facility		500,000					500,000
Upgrade of A/V System at Station 2		12,000					12,000
Bullex Satellite Attack Fire Package		10,000					10,000
Chief Vehicle Replacement				60,000			60,000
Snow Plow/Grass Truck Replacement				60,000			60,000
Water Rescue Boat Replacement					20,000		20,000
Medic 11 Suburban Replacement						65,000	65,000
Totals	50,000	522,000	0	120,000	20,000	65,000	770,000

*Project anticipated to be financed over a period of years

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - Projects \$255,000)		
Medic 7 Suburban Replacement	\$50,000	Fire Fund
Chief Vehicle Replacement	\$60,000	Fire Fund
Snow Plow/Grass Truck Replacement	\$60,000	Fire Fund
Water Rescue Boat Replacement	\$20,000	Fire Fund
Medic 11 Suburban Replacement	\$65,000	Fire Fund
Desirable (Total - Project \$524,000)		
Department Training Facility	\$500,000	Fire Fund; FEMA Grant
Upgrade of A/V System at Station 2	\$12,000	Fire Fund
BullEx Satellite Attack Fire Package	\$10,000	Fire Fund
Acceptable (Total - Projects \$0)		
Deferrable (Total - Projects \$0)		

* Reflects Total Cost of Project

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: October 13, 2017

Department: Fire Department

1. **Description of Project:**

A. **Project Title:** Medic 7 – Suburban replacement

B. **Location of Project:** Fire Department

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
	Building	X	Replace
X	Vehicle		Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

This will a replacement for our medical unit used for responses to medical emergencies. These are small units and allow us a quicker response and allows less wear and tear on our larger apparatus. This will cover a new vehicle and emergency equipment.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	\$50,000.00
Land Acquisition	
Construction	
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$50,000.00

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	0

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$500
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund						
Fire Fund	\$50,000					
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals	\$50,000					

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Essential
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 1 year

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: Yes
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Chief R.Rowland

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: September 21, 2016

Department: Fire Department

1. **Description of Project:**

A. Project Title: Training Facility

B. Location of Project: Station 2

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land	X	New Purchase
X	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

This would be to install a training facility at station 2. This would be a valuable tool for our department as well as our neighboring departments. This would allow us to hold more realistic trainings and more hands on training. We use buildings in the township but those are far and few that we can train in and we are limited in what types of training we can perform.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	\$500,000.00
Professional services	
Other (specify)	
Total Estimated Cost	\$500,000.00

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	Possible other departments using facility
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1,000.00
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: \$1,000.00

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund						
Fire Fund		XX				
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding		XX				
Special Millage						
Other (Donations)		XX				
Other (Partners)		XX				
Totals		\$500,000				

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2019

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: Yes
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Chief R. Rowland

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: September 12, 2016

Department: Fire Department

1. **Description of Project:**

A. **Project Title:** Upgrade of AV System at Station 2

B. **Location of Project:** Fire Station 2

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
	Building		Replace
	Vehicle	X	Develop / Improve
X	Equipment		Construct / Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

This will allow us to upgrade our current system and stay with the increasing changes within the electronic age. We would be able to use I pads, smart phones to integrate training programs. Use new type of computers that only use HDMI cables. Allow us to record our trainings for staff that may miss the training and keep them current with our department training program.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	\$12,000
Professional services	
Other (specify)	
Total Estimated Cost	\$12,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	0

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: _____
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund						
Fire Fund		\$12,000				
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals		\$12,000				

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** _____ Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** _____ 2019

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____ Yes
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** _____ Chief R. Rowland

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: September 9, 2016

Department: Fire Department

1. **Description of Project:**

A. **Project Title:** Bullex Satellite Attack fire package

B. **Location of Project:** Fire Department Training

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land	x	New Purchase
	Building		Replace
	Vehicle		Develop / Improve
x	Equipment		Construct / Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Earlier this year we purchased the Bullex Fire Simulator and have used it many times for our department training. Staff has found this a valuable tool. We would like to expand on the basic unit and add one that shows a bigger fire, where it shows it extends to other rooms and floors.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	\$10,000
Professional services	
Other (specify)	
Total Estimated Cost	\$10,000

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: October 13, 2017

Department: Fire Department

1. **Description of Project:**

A. **Project Title:** Chief Vehicle

B. **Location of Project:** Fire Department

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
	Building	X	Replace
X	Vehicle		Develop / Improve
	Equipment		Construct / Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

This will be a replacement for the Chief Vehicle and the old one becomes the Inspectors vehicle.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	\$55,000.00
Land Acquisition	
Construction	
Equipment & furnishings	\$5,000.00
Professional services	
Other (specify)	
Total Estimated Cost	\$60,000.00

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	0

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$500
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund						
Fire Fund				\$60,000		
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals				\$60,000		

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Essential
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2021

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: Yes
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Chief R.Rowland

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: October 13, 2017

Department: Fire Department

1. Description of Project:

A. Project Title: Plow Truck / Grass Truck

B. Location of Project: Fire Department

C. Project Type: (check appropriate item in each column)

<small>(Check here)</small>		<small>(Check here)</small>	
	Land		New Purchase
	Building	X	Replace
X	Vehicle		Develop / Improve
	Equipment		Construct / Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. Justification for Project: (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

This is to replace the 2005 plow truck. This was our brush truck then was turned into our snow plow vehicle.

3. Alternatives to Proposed Project?

4. Estimated Cost of Project:

Vehicle purchase	\$50,000.00
Land Acquisition	
Construction	
Equipment & furnishings	10,000.00
Professional services	
Other (specify)	
Total Estimated Cost	\$60,000.00

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$500
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund						
Fire Fund				\$60,000		
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals				\$80,000		

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Essential
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 1

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: Yes
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Chief R. Rowland

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: October 13, 2017

Department: Fire Department

1. **Description of Project:**

A. **Project Title:** Water Rescue Boat Replacement

B. **Location of Project:** Fire Department

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
	Building	X	Replace
X	Vehicle		Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

This will a replacement for our Boat unit used for responses to Water / Ice emergencies. This will cover a new Boat and emergency equipment.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	\$20,000.00
Land Acquisition	
Construction	
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$20,000.00

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	0

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$250
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund						
Fire Fund					\$20,000	
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals					\$20,000	

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Essential
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2022

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: Yes
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Chief R.Rowland

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: October 13, 2017

Department: Fire Department

1. **Description of Project:**

A. **Project Title:** Medic 11 – Suburban replacement

B. **Location of Project:** Fire Department

C. **Project Type:** (check appropriate item in each column)

<small>(Check here)</small>		<small>(Check here)</small>	
	Land		New Purchase
	Building	X	Replace
X	Vehicle		Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

This will a replacement for our medical unit used for responses to medical emergencies. This will cover a new vehicle and emergency equipment.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	\$65,000.00
Land Acquisition	
Construction	
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$65,000.00

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	0

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$500
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund						
Fire Fund					\$65,000	
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals					\$65,000	

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Essential
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2022

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: Yes
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Chief R.Rowland

FY18 – FY23 CIP – Pathway Fund

Pathway Fund (210)							
Project Title:	Project Costs						TOTAL
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	
Pathway Extension – Thornapple River Dr.		300,000					300,000
Pathway Extension – Thornapple Riv. Dr.		2,800,000					2,800,000
Pathway Extension – Cascade Rd (DDA)			280,000				280,000
Pathway Extension – Cascade Road (II)			615,000				615,000
Pathway Extension – Burton Street			2,200,000				2,200,000
Pathway Extension – Thornapple Elem.			120,000				120,000
Pathway Extension – Pine Ridge Elem. (I)			150,000				150,000
Pathway Extension – Pine Ridge Elem. (II)			135,000				135,000
Pathway Extension – Cascade Road (I)				585,000			585,000
Totals	0	3,100,000	3,500,000	585,000	0	0	7,185,000

*Project anticipated to be financed over a period of years

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - Projects \$0)		
Desirable (Total - Project \$7,185,000)		
Pathway Extension – Thornapple River Dr.	\$300,000	Path Fund
Pathway Extension – Cascade Road (II)	\$615,000	Path Fund
Pathway Extension – Burton Street	\$2,200,000	Path Fund, TEA (State)
Pathway Extension – Thornapple River Dr.	\$2,800,000	Path Fund
Pathway Extension – Thornapple Elem	\$120,000	SRTS (State Grant)
Pathway Extension – Pine Ridge Elem. (I)	\$150,000	SRTS (State Grant)
Pathway Extension – Pine Ridge Elem. (II)	\$135,000	SRTS (State Grant)
Pathway Extension – Cascade Rd (DDA)	\$400,000	Path Fund
Pathway Extension – Cascade Road (I)	\$300,000	Path Fund
Acceptable (Total - Projects \$0)		
Deferrable (Total - 0 Projects \$0)		

* Reflects Total Cost of Project

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: 08-12-2015

Department: Pathways

1. **Description of Project:**

A. **Project Title:** Pathway Extension – Thornapple River Drive

B. **Location of Project:** Thornapple River Drive – Cascade Rd. to Peace St.

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct / Repair / Renovate
	Other (specify below)		Other Specify below

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Both the DDA Development Plan and the Village Area Complete Streets Plan call for the pathway system to be built on the west side of Thornapple River Drive from Cascade Road to Peace Street. This would connect with the current pathway system and funnel pedestrian traffic down Thornapple River Drive rather than onto Orange Ct.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$300,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$300,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1,000
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund						
Sewer Fund						
Water Fund						
Pathway Fund		\$300,000				
Revenue Bonds						
G.O. Bonds						
Special Assessment						
Federal Grant						
State Grant						
Special Millage						
Other: DDA Fund						
Totals		\$300,000				

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2019

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Sandra Korhorn – DDA Director

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: August 30, 2016

Department: Pathways

1. **Description of Project:**

- A. **Project Title:** Pathway Extension - Thornapple Rive Drive
- B. **Location of Project:** Thornapple Riv. Dr. - Cascade Rd to Thornhills
- C. **Project Type:** (check appropriate item in each column)

<small>(Check here)</small>		<small>(Check here)</small>	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Connect pathway system on Thornapple River Dr. sewer /water/ road project was done to allow for connection. Busy narrow road that connects to large neighborhood of Burger Dr

Project subject to further consideration during Pathway millage discussions.

3. **Alternatives to Proposed Project?**

Use existing pathway system

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$2,800,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$2,800,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	0

6. **Effect on Future Operating Costs:**

A. Estimated annual maintenance & repair costs:	<u>1,000</u>
B. Estimated annual cost of new staff (if any):	<u>.1</u>
C. Estimated annual cost of materials & supplies:	<u>0</u>

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund						
Fire Fund						
Pathway Fund		\$2,800,000				
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals		\$2,800,000				

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2019

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: XX
- B. Township Personnel: XX
- C. Other (specify): _____

11. **Request Sheet Completed By:** Steve Peterson – Community Development Director

**Cascade Charter Township
2017-2022 CIP Project Request Form**

Date: 08-12-2015

Department: Pathways

1. **Description of Project:**

A. **Project Title:** Pathway Extension – Cascade Rd (Non-DDA Portion)

B. **Location of Project:** Cascade Road – Villa Apts. To Burton Street

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Both the DDA Development Plan and the Village Area Complete Streets Plan call for the pathway system to be built on the south side of Cascade Road to facilitate pedestrian traffic in and out of the Village area and reduce the amount of times pedestrians need to cross Cascade Road when utilizing the pathway coming into the Village area. This section is pathway that would be outside of the DDA boundaries.
Project subject to further consideration as part of Pathway millage discussions.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$280,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$280,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1,000
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund						
Sewer Fund						
Water Fund						
Pathway Fund			\$280,000			
Revenue Bonds						
G.O. Bonds						
Special Assessment						
Federal Grant						
State Grant						
Special Millage						
Other: DDA Fund						
Totals			\$280,000			

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2020

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Sandra Korhorn – DDA Director

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: 8-14-2015

Department: Pathways

1. **Description of Project:**

A. **Project Title:** Pathway Extension – Cascade (Hall to Watermark)

B. **Location of Project:** Cascade Road – Hall to Watermark

C. **Project Type:** (check appropriate item in each column)

<small>(Check here)</small>		<small>(Check here)</small>	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Approximately 3600 feet of new pathway. Would connect large residential neighborhoods to the existing pathway system and Cascade Parks.

Project subject to further consideration during Pathways millage discussions

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$615,000
Equipment & furnishings	
Professional services	
Other: (Specify)	
Total Estimated Cost	\$615,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1000
- B. Estimated annual cost of new staff (if any):
- C. Estimated annual cost of materials & supplies:

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund						
Sewer Fund						
Water Fund						
Pathway Fund			\$615,000			
Revenue Bonds						
G.O. Bonds						
Special Assessment						
Federal Grant						
State Grant						
Special Millage						
Other: (Specify)						
Totals			\$615,000			

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2019

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel:
- C. Other (specify):

11. **Request Sheet Completed By:** Steve Peterson – Community Development Director

**Cascade Charter Township
2017-2023 CIP Project Request Form**

Date: 8-14-2015

Department: Pathways

1. **Description of Project:**

A. **Project Title:** Pathway Extension - Burton Street

B. **Location of Project:** Burton Road - Spaulding to Patterson

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Approximately 1300 feet of new pathway as well as a pedestrian crossing over I-96.. Would connect Cascade Pathway system to Kentwood system and provide pedestrian route to Grand Rapids. Project should be coordinated with the KCRC and MDOT on bridge and road improvements. Project subject to further consideration during Pathways millage discussion

3. **Alternatives to Proposed Project?**

Wait until Bridge Replacement (not currently scheduled) to coordinate pedestrian crossing.

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$2,200,000
Equipment & furnishings	
Professional services	
Other: (Specify)	
Total Estimated Cost	\$2,200,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$2500
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund						
Sewer Fund						
Water Fund						
Pathway Fund			\$725,000			
Revenue Bonds						
G.O. Bonds						
Special Assessment						
Federal Grant						
State Grant			\$1,475,000			
Special Millage						
Other: (Specify)						
Totals			\$2,200,000			

* If funding of this project goes beyond 2023 please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2020

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Steve Peterson – Community Development Director

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: 8-14-2015

Department: Pathways

1. Description of Project:

A. Project Title: Pathway Extension – Thornapple Elementary

B. Location of Project: Bridgewater – T.R.D. to Thornapple Elem.

C. Project Type: (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other Specify below)

Other: (specify here):

2. Justification for Project: (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Approximately 1600 feet of new pathway. Would connect pathway system to Thornapple Elementary Drive. Project should be coordinated with the KCRC and FHPS, could be eligible for Safe Routes to Schools.

3. Alternatives to Proposed Project?

4. Estimated Cost of Project:

Vehicle purchase	
Land Acquisition	
Construction	\$120,000
Equipment & furnishings	
Professional services	
Other: (Specify)	
Total Estimated Cost	\$120,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1000
- B. Estimated annual cost of new staff (if any):
- C. Estimated annual cost of materials & supplies:

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund						
Sewer Fund						
Water Fund						
Pathway Fund			\$120,000			
Revenue Bonds						
G.O. Bonds						
Special Assessment						
Federal Grant						
State Grant			XX			
Special Millage						
Other:						
Totals			\$120,000			

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:**

(Essential, Desirable, Acceptable, Deferrable)

 Desirable

9. **Recommended Year(s) for Implementation:**

 2020

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel:
- C. Other (specify):

11. **Request Sheet Completed By:**

 Steve Peterson – Community Development
Director

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: 8-14-2015

Department: Pathways

1. **Description of Project:**

- A. **Project Title:** Pathway Extension - Pine Ridge Elementary (I)
- B. **Location of Project:** Leyton/Redford - Cascade Road to Pine Ridge
- C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Approximately 2000 feet of new pathway. Would connect pathway system to Pine Ridge Elementary. Project should be coordinated with the KCRC and FHPS, could be eligible for Safe Routes to Schools.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$150,000
Equipment & furnishings	
Professional services	
Other: (Specify)	
Total Estimated Cost	\$150,000

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: 8-14-2015

Department: Pathways

1. **Description of Project:**

- A. **Project Title:** Pathway Extension - Pine Ridge Elementary (II)
- B. **Location of Project:** Hayward/Leyton/Redford - 30th to Pine Ridge
- C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Approximately 1800 feet of new pathway. Would connect pathway system to Pine Ridge Elementary. Project should be coordinated with the KCRC and FHPS, could be eligible for Safe Routes to Schools.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$135,000
Equipment & furnishings	
Professional services	
Other: (Specify)	
Total Estimated Cost	\$135,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1000
- B. Estimated annual cost of new staff (if any):
- C. Estimated annual cost of materials & supplies:

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund						
Sewer Fund						
Water Fund						
Pathway Fund			\$135,000			
Revenue Bonds						
G.O. Bonds						
Special Assessment						
Federal Grant						
State Grant			XX			
Special Millage						
Other:						
Totals			\$135,000			

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:**

(Essential, Desirable, Acceptable, Deferrable)

 Desirable

9. **Recommended Year(s) for Implementation:**

 2020

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel:
- C. Other (specify):

11. **Request Sheet Completed By:**

 Steve Peterson – Community Development
Director

**Cascade Charter Township
2017-2022 CIP Project Request Form**

Date: 8-14-2015

Department: Pathways

1. **Description of Project:**

- A. **Project Title:** Pathway Extension – Cascade Road
- B. **Location of Project:** Cascade Road – 36th Street to Whitneyville
- C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Approximately 4500 feet of new pathway. Would connect large residential neighborhoods to the existing pathway system and Cascade Parks. Project should be coordinated with the KCRC.

Project may be subject to further consideration during the Pathway millage discussions.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$585,000
Equipment & furnishings	
Professional services	
Other: (Specify)	
Total Estimated Cost	\$585,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1000
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund						
Sewer Fund						
Water Fund						
Pathway Fund				\$585,000		
Revenue Bonds						
G.O. Bonds						
Special Assessment						
Federal Grant						
State Grant						
Special Millage						
Other: (Specify)						
Totals				\$585,000		

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2021

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Steve Peterson – Community Development Director

FY18 – FY23 CIP – Cascade Dam Fund

Cascade Dam Repair Fund (211)							
Project Title:	Project Costs						TOTAL
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	
Georid Wall Repair	20,000						20,000
Cascade Dam Fish Ladder/Wall Repairs	250,000						210,000
Totals	270,000	0	0	0	0	0	270,000

*Project anticipated to be financed over a period of years

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - Projects \$270,000)		
Georid Wall Repair	\$20,000	Cascade Dam Fund
Cascade Dam Fish Ladder / Wall Repair	\$250,000	Cascade Dam Fund
Desirable (Total -Project \$0)		
Acceptable (Total -Projects \$0)		
Deferrable (Total - 0 Projects \$0)		

* Reflects Total Cost of Project

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: 09-01-2016

Department: Cascade Dam Fund

1. **Description of Project:**

A. **Project Title:** Georid Wall Wood Repair

B. **Location of Project:** Cascade Dam

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The georid wall is the wood wall on the face of the dam structure that protects the wall foundation. Several of the boards have begun to rot through, and we will need to replace them to maintain the integrity of the structure.

3. **Alternatives to Proposed Project?**

None - Required by FERC

4. **Estimated Cost of Project:**

Vehicle purchase	\$20,000
Land Acquisition	
Construction	
Equipment & furnishings	
Professional services	
Other (Specify)	
Total Estimated Cost	\$20,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	0
No income:	
Other revenue (specify):	
Total Revenue:	0

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: Same
- B. Estimated annual cost of new staff (if any): None
- C. Estimated annual cost of materials & supplies: Same

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund						
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (Dam Fund)	\$20,000					
Totals	\$20,000					

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Essential
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2018

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: X
- C. Other (specify): To be completed by STS Hydropower

11. **Request Sheet Completed By:** Ben Swayze – Township Manager

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: 09-01-2016

Department: Cascade Dam Fund

1. **Description of Project:**

A. Project Title: Cascade Dam Fish Ladder/Wall Repair

B. Location of Project: Cascade Dam

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The Cascade Dam Fish Ladder, which also serves as the south structure wall of the dam, is in need of repairs that are being required by FERC. Our contract with STS Hydropower calls for these repairs to be paid out of the Cascade Dam repair fund. The needed repairs include areas on the top and east face of the fish ladder wall, repairs to the division and east tailrace wall, and removal of the deteriorated wood stairs at the fish ladder to be replaced with poured concrete.

3. **Alternatives to Proposed Project?**

None – Required by FERC

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$250,000
Equipment & furnishings	
Professional services	
Other (Specify)	
Total Estimated Cost	\$250,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	0
No income:	
Other revenue (specify):	
Total Revenue:	0

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: Same
- B. Estimated annual cost of new staff (if any): None
- C. Estimated annual cost of materials & supplies: Same

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund						
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (Dam Fund)	\$250,000					
Totals	\$250,000					

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Essential
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2018

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: XX
- B. Township Personnel: _____
- C. Other (specify): (To be completed by STS Hydropower)

11. **Request Sheet Completed By:** Ben Swayze – Township Manager

FY18 – FY23 CIP – Utility Revolving Fund

Utility Revolving Fund (246)							
Project Costs							
Project Title:	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
60 th Street Watermain Connection	110,000						110,000
Burton St. Highway Crossing - Watermain			350,000				350,000
Water/Sewer Extension – 52 nd Street				1,000,000			1,000,000
Totals	110,000	0	350,000	1,000,000	0	0	1,460,000

*Project anticipated to be financed over a period of years

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - Projects \$875,000)		
60 th Street Watermain Connection	\$110,000	Utility Fund
Desirable (Total - Project \$350,000)		
Burton St. Highway Crossing – Watermain	\$350,000	Utility System Funded
Acceptable (Total - Projects \$1,000,000)		
Water/Sewer Extension – 52 nd Street	\$1,000,000	Utility Fund, S.A.D.
Deferrable (Total – 0 Projects \$0)		

* Reflects Total Cost of Project

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: 10-01-2017

Department: Infrastructure Revolving Fund

1. **Description of Project:**

A. **Project Title:** 60th Street Watermain Connection

B. **Location of Project:** 60th Street (Kraft to Broadmoor)

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct / Repair / Renovate
X	Other (specify below)		Other Specify below

Other : (specify here):

Utility Infrastructure

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The Township has entered into an agreement to purchase the 60th street watermain from Caledonia Township. The Township is responsible for disconnecting the main from the Caledonia system, making the necessary improvements and connecting the main to the Cascade/GR system at 60th and Kraft. This project was approved by the Township Board in 2017 for spring 2018 construction.

3. **Alternatives to Proposed Project?**

None – already approved

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$110,000
Equipment & furnishings	
Professional services	
Other: (Specify)	
Total Estimated Cost	\$110,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify): Tap Fees	Variable – but could be substantial
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: _____
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund						
Sewer Fund						
Water Fund	\$110,000					
Pathway Fund						
Revenue Bonds						
G.O. Bonds						
Special Assessment						
Federal Grant						
State Grant						
Special Millage						
Other:						
Totals	\$110,000					

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** _____ **Essential**
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** _____ **2018**

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____ **X**
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** _____ **Ben Swayze – Township Manager**

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: 8-14-2015

Department: Infrastructure Revolving Fund

1. **Description of Project:**

A. **Project Title:** Burton Street Highway Crossing – Water Main

B. **Location of Project:** Burton Street – I-96 Crossing

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct / Repair / Renovate
X	Other (specify below)		Other Specify below)

Other : (specify here):

Utility Infrastructure

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Approximately 1700' of 12" water main, bore/jack installation. Connection is needed for system looing and to improve pressure and reliability. Eligible for system funding. Could also be done in connection with the Burton Street pedestrian bridge.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$350,000
Equipment & furnishings	
Professional services	
Other: (Specify)	
Total Estimated Cost	\$350,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: _____
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund						
Sewer Fund						
Water Fund						
Pathway Fund						
Revenue Bonds						
G.O. Bonds						
Special Assessment						
Federal Grant						
State Grant						
Special Millage						
Other: System Funded			\$350,000			
Totals			\$350,000			

* If funding of this project goes beyond 2023 please attach a proposed schedule to this page

8. **Department Ranking for this Project:** _____ Desirable
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** _____ 2020

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____ X
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** _____ Steve Peterson – Community Development Director

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: 8-14-2015

Department: Infrastructure Revolving Fund

1. **Description of Project:**

A. Project Title: Water/Sewer Extension - 52nd Street East of Kraft

B. Location of Project: 52nd Street - East of Kraft

C. Project Type: (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct / Repair / Renovate
X	Other (specify below)		Other Specify below)

Other : (specify here):

Utility Infrastructure

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The extension of water and sewer utilities along 52nd Street to create more land for potential industrial development. Project intended to stimulate economic development in the area. Project would NOT include necessary pump stations, which could be installed as development dictated.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$1,000,000
Equipment & furnishings	
Professional services	
Other: (Specify)	
Total Estimated Cost	\$1,000,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify): Tap Fees	Variable – but could be substantial
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: _____
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund						
Sewer Fund				\$500,000		
Water Fund				\$500,000		
Pathway Fund						
Revenue Bonds						
G.O. Bonds						
Special Assessment						
Federal Grant						
State Grant						
Special Millage						
Other:						
Totals						

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** _____ Acceptable
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** _____ 2021

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____ X
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Steve Peterson – Community Development Director

FY18 – FY23 CIP – DDA Fund

Downtown Development Authority Fund (248)							
Project Title:	Project Costs						
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Purchase of Riverfront Properties	TBD	TBD	TBD	TBD	TBD	TBD	3,000,000**
Centennial Park Improvements		2,500,000					2,500,000
Pathway Extension – Cascade Rd (Part I)			400,000				400,000
Village Area Gateway Improvements						500,000	500,000
28th Street Mid-Block Crossing				300,000			300,000
Totals	0	2,500,000	400,000	300,000	0	500,000	6,700,000

*Project anticipated to be financed over a period of years

** Not all funding to come from DDA

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - Projects \$3,000,000)		
Purchase of Riverfront Property	\$3,000,000	DDA Fund; General Fund, Grants
Desirable (Total -Project \$3,200,000)		
Centennial Park Improvements	\$2,500,000	DDA Fund; General Fund, KCRC
Pathway Extension – Cascade Rd (Part I)	\$400,000	DDA Fund
28 th Street Mid-Block Crossing	\$300,000	DDA Fund
Acceptable (Total -Projects \$500,000)		
Village Area Gateway Improvements	\$500,000	DDA Fund
Deferrable (Total – Projects \$0)		

* Reflects Total Cost of Project

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: September 8, 2015

Department: Downtown Development Authority/General Fund

1. **Description of Project:**

A. **Project Title:** Purchase of Riverfront Properties

B. **Location of Project:** Cascade Rd/Thornapple River Drive

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land	X	New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

In the DDA plan, Master Plan and Strategic plan, it discusses the acquisition of land and the development of riverfront properties. This ranks very high in the joint DDA/Planning Commission meeting in 2015. 12 out of 14 people ranked this as an "A", Essential priority.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	\$3,000,000
Construction	
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$3,000,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: TBD
- B. Estimated annual cost of new staff (if any): None
- C. Estimated annual cost of materials & supplies: TBD

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund	TBD	TBD	TBD	TBD	TBD	TBD
Sewer Fund						
Water Fund						
Pathway Fund						
Revenue Bonds						
G.O. Bonds						
Special Assessment						
Federal Grant						
State Grant						
Special Millage						
Other: DDA/Private	TBD	TBD	TBD	TBD	TBD	TBD
Totals	TBD	TBD	TBD	TBD	TBD	TBD

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Essential
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** As properties become available

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: _____
- C. Other (specify): X (Township Staff, Varnum, Real Estate Prof.)

11. **Request Sheet Completed By:** Sandra Korhorn – DDA Director

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: October 13, 2017

Department: DDA/ED

1. **Description of Project:**

- A. **Project Title:** Centennial Park Improvements
- B. **Location of Project:** Orchard Vista, Lucerne, Charlevoix, Tahoe, Foremost
- C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	x	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

Complete streetscape improvements on Orchard Vista (outside loop) with sidewalks, streetlights and trees.

Construct road improvements in Centennial Business Park.

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The existing sidewalks in Centennial Business Park are heavily used on a daily basis. The sidewalk & streetlight improvements on Orchard Vista would connect this part of the business park to the rest of the park. The workers and residents in this area would have a safe place to walk out of the street. This has been in the DDA plan for a number of years and is one of the few sidewalk connections left to complete.

The road improvements in the park are in the Centennial Park master plan. The most logical time to complete these improvements is at the same time the KCRC will be reconstructing the roads in the park. This will provide cost saving measures for all involved as well as less construction work spread out over multiple years.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$2,500,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$2,500,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	None

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$500
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund		XX				
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund		XX				
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (KCRC)		XX				
Totals		\$2.5 M				

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2019

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: XX
- B. Township Personnel: _____
- C. Other (specify): XX (Kent County Road Commission)

11. **Request Sheet Completed By:** Sandra Korhorn

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: 08-12-2015

Department: Downtown Development Authority

1. **Description of Project:**

A. **Project Title:** Pathway Extension – Cascade Rd (Part I)

B. **Location of Project:** Cascade Road – 28th Street to Villa Apts.

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct / Repair / Renovate
	Other (specify below)		Other Specify below

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Both the DDA Development Plan and the Village Area Complete Streets Plan call for the pathway system to be built on the south side of Cascade Road to facilitate pedestrian traffic in and out of the Village area and reduce the amount of times pedestrians need to cross Cascade Road when utilizing the pathway coming into the Village area. This section is pathway that would be in the DDA boundaries.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$400,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$400,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1,000
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund						
Sewer Fund						
Water Fund						
Pathway Fund						
Revenue Bonds						
G.O. Bonds						
Special Assessment						
Federal Grant						
State Grant						
Special Millage						
Other: DDA Fund			\$400,000			
Totals			\$400,000			

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:**

(Essential, Desirable, Acceptable, Deferrable)

Desirable

9. **Recommended Year(s) for Implementation:**

2020

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:**

Sandra Korhorn – DDA Director

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: 08-12-2015

Department: Downtown Development Authority

1. **Description of Project:**

A. **Project Title:** Village Area Gateway Improvements

B. **Location of Project:** Cascade Road near Thornapple River Bridge

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct / Repair / Renovate
	Other (specify below)		Other Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Both the DDA Development Plan and the Village Area Complete Streets Plan call for an enhanced gateway feature into the DDA area. Preliminary conceptual design work on this has been done, but there are several issues that need to be resolved prior to construction. Because of the complexities of those issues, this project has been delayed several years.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$500,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$500,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

A. Estimated annual maintenance & repair costs:	<u>\$1,000</u>
B. Estimated annual cost of new staff (if any):	<u>None</u>
C. Estimated annual cost of materials & supplies:	<u>\$500</u>

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund						
Sewer Fund						
Water Fund						
Pathway Fund						
Revenue Bonds						
G.O. Bonds						
Special Assessment						
Federal Grant						
State Grant						
Special Millage						
Other: DDA Fund						\$500,000
Totals						\$500,000

* If funding of this project goes beyond 2022, please attach a proposed schedule to this page

8. **Department Ranking for this Project:**

(Essential, Desirable, Acceptable, Deferrable)

Acceptable

9. **Recommended Year(s) for Implementation:**

2023

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:**

Sandra Korhorn – DDA Director

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: 08-12-2015

Department: Downtown Development Authority

1. **Description of Project:**

A. **Project Title:** 28th Street Mid-Block Crossing

B. **Location of Project:** 28th Street between Kraft and Charlevoix

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Currently there is no crossing point on 28th Street between Kraft and Charlevoix, where many individuals (including guests of the Crowne Plaza) are crossing to get to the restaurants on the north side of 28th Street. A mid-block crossing would provide safe passage for these pedestrians.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$300,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$300,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1,000
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund						
Sewer Fund						
Water Fund						
Pathway Fund						
Revenue Bonds						
G.O. Bonds						
Special Assessment						
Federal Grant						
State Grant						
Special Millage						
Other: DDA Fund				\$300,000		
Totals				\$300,000		

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:**

(Essential, Desirable, Acceptable, Deferrable)

Desirable

9. **Recommended Year(s) for Implementation:**

2021

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:**

Sandra Korhorn – DDA Director

FY18 – FY23 CIP – Library Fund

Library Fund (270)							
Project Title:	Project Costs						TOTAL
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	
CCT Security System	25,000						25,000
Landscaping Update	15,000						15,000
Library Carpet Replacement			30,000				30,000
Information Desk Replacement			100,000				100,000
Totals	40,000	0	130,000	0	0	0	170,000

*Project anticipated to be financed over a period of years

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - Projects \$0)		
Desirable (Total -Project \$155,000)		
CCT Security System	\$25,000	Library Fund
Library Furniture and Fixtures	\$30,000	Library Fund
Information Desk Replacement	\$100,000	Library Fund, Donations
Acceptable (Total -Projects \$15,000)		
Landscaping Update	\$15,000	Library Fund
Deferrable (Total - Projects \$0)		

* Reflects Total Cost of Project

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: 09-01-2016

Department: Library

1. **Description of Project:**

A. **Project Title:** Cascade Library - CCT Security System

B. **Location of Project:** Cascade Library

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land	X	New Purchase
	Building		Replace
	Vehicle		Develop / Improve
X	Equipment		Construct / Repair / Renovate
	Other (specify below)		Other Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Cascade Library and Wisner Center have seen theft and damage, as well as issues in the parking lot. CCT system would provide an added security measure

3. **Alternatives to Proposed Project?**

None – continue to deal with issues as they arise

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	\$25,000
Professional services	
Other (specify)	
Total Estimated Cost	\$25,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$100
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund						
Sewer Fund						
Water Fund						
Pathway Fund						
Revenue Bonds						
G.O. Bonds						
Special Assessment						
Federal Grant						
State Grant						
Special Millage						
Other: Library Fund	\$25,000					
Totals	\$25,000					

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:**

(Essential, Desirable, Acceptable, Deferrable)

Desirable

9. **Recommended Year(s) for Implementation:**

2018

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:**

Ben Swayze – Township Manager

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: 10-01-2017

Department: Library

1. Description of Project:

A. Project Title: Cascade Library - Landscaping Update

B. Location of Project: Cascade Library

C. Project Type: (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building	X	Replace
	Vehicle		Develop / Improve
	Equipment		Construct / Repair / Renovate
	Other (specify below)		Other Specify below

Other : (specify here):

2. Justification for Project: (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The island on the south side of the library that contains the air conditioning condensers is in need of a landscaping update.

3. Alternatives to Proposed Project?

None, keep current landscaping in place

4. Estimated Cost of Project:

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	
Professional services	\$15,000
Other (specify)	
Total Estimated Cost	\$15,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	None

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$100
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund						
Sewer Fund						
Water Fund						
Pathway Fund						
Revenue Bonds						
G.O. Bonds						
Special Assessment						
Federal Grant						
State Grant						
Special Millage						
Other: Library Fund	\$15,000					
Totals	\$15,000					

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:**

(Essential, Desirable, Acceptable, Deferrable)

Acceptable

9. **Recommended Year(s) for Implementation:**

2018

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:**

Diane Cutler – Library Director

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: 09-12-2015

Department: Library

1. **Description of Project:**

A. **Project Title:** Cascade Library Carpet

B. **Location of Project:** Cascade Library

C. **Project Type:** (check appropriate item in each column)

<small>(Check here)</small>		<small>(Check here)</small>	
	Land		New Purchase
X	Building	X	Replace
	Vehicle		Develop / Improve
	Equipment		Construct / Repair / Renovate
	Other (specify below)		Other Specify below

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

In 2020 the Carpet at the Cascade Library will be 15 years old and ready for replacement

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	\$30,000
Professional services	
Other (specify)	
Total Estimated Cost	\$30,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	\$0

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$500
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund						
Sewer Fund						
Water Fund						
Pathway Fund						
Revenue Bonds						
G.O. Bonds						
Special Assessment						
Federal Grant						
State Grant						
Special Millage						
Other: Library Fund			\$30,000			
Totals			\$30,000			

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2020

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Ben Swayze – Township Manager

**Cascade Charter Township
2018-2023 CIP Project Request Form**

Date: 10-01-2017

Department: Library

1. **Description of Project:**

A. **Project Title:** Cascade Library - Information Desk Replacement

B. **Location of Project:** Cascade Library

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
X	Building	X	Replace
	Vehicle		Develop / Improve
	Equipment		Construct / Repair / Renovate
	Other (specify below)		Other Specify below

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The Information Desk in the center of the library is the original desk placed when the library opened. The service model of the library has changed with emerging technologies, and the library would be better served with a smaller desk and reutilization of the space.

3. **Alternatives to Proposed Project?**

None, keep current information desk in place

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$100,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$100,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	None

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$100
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2018	2019	2020	2021	2022	2023
General Fund						
Sewer Fund						
Water Fund						
Pathway Fund						
Revenue Bonds						
G.O. Bonds						
Special Assessment						
Federal Grant						
State Grant						
Other: Donations			XX			
Other: Library Fund			XX			
Totals			\$100,000			

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:**

(Essential, Desirable, Acceptable, Deferrable)

Desirable

9. **Recommended Year(s) for Implementation:**

2020

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:**

Diane Cutler – Library Director

The foregoing Ordinance was offered by Member Goodyke, supported by Member Johnson, the vote being as follows:

YEAS: Carpenter, Goodyke, Johnson, Julien, Kleinheksel, Timmons

NAYS: None

ABSENT: Van Strien

ORDINANCE DECLARED ADOPTED.

Marlene Kleinheksel
Cascade Charter Township Clerk

CERTIFICATION

I hereby certify the foregoing to be a true copy of an Ordinance adopted at a Regular Meeting of the Cascade Charter Township Board on the third day of December, 1997.

Marlene Kleinheksel
Cascade Charter Township Clerk