

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

Wednesday, March 13, 2024

7:00 P.M.

Wisner Center  
2870 Jacksmith Drive SE,  
Grand Rapids, MI 49546

*Public may access the meeting via video conference software Zoom*

<https://us02web.zoom.us/j/86125580789>

**Meeting ID:** 861 2558 0789

**By Phone:** 1 312 626 6799

**Expected Meeting Procedures**

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

- Article 1. Call to Order, Roll Call**
- Article 2. Pledge of Allegiance to the Flag**
- Article 3. Approval of Agenda**
- Article 4. Presentations**
- Article 5. Public Comments - Anything on the Agenda not scheduled for a public hearing. (Limit comments to 3 minutes)**
- Article 6. Approval of Consent Agenda**
- a. Receive and File Minutes
    1. Township Board Meeting–2/28/24
  - b. Receive and File Reports
    1. Treasurer’s Department Report Dec 2023
  - c. Receive and File Education Requests
  - d. Receive and File Communication
- Article 7. Financial Actions**
- a. Request for Invoices to be paid on 3/14/2024

**Article 8. Unfinished Business**

**Article 9. New Business**

**014-2024 Consider Approval of Local Roads Program**

**015-2024 Consider Approval of Hero to Hero Program**

**016-2024 Consider Approval of Pickup Truck Purchase**

**017-2024 Consider Approval of Dump Truck Purchase**

**018-2024 Consider Approval of Distribution of the 2024 Draft Master Plan and Open 63 Day Comment Period**

**019-2024 Consider Approval of Second Read of Police Power Ordinance *(Roll Call)***

**020-2024 Consider Approval to Amend Zoning Ordinance *(Roll Call)***

**021-2024 Consider Approval of Independence Day Budget 2024**

**022-2024 Consider Approval of Independence Day Road Closure Resolution *(Roll Call)***

**023-2024 Consider Approval of Updated Education Assistance Policy**

**Article 10. Discussion**

**Article 11. Public Comments – Any comments...whether it is on the agenda or not. (Limit comments to 3 minutes)**

**Article 12. Manager Comments**

**Article 13. Board Member Comments**

**Article 14. Adjournment**

**MINUTES OF THE  
CASCADE CHARTER TOWNSHIP  
REGULAR BOARD MEETING**

Wednesday, February 28, 2024

Wisner Center

2870 Jacksmith Dr SE

Grand Rapids, MI 49546

And Virtual Zoom Meeting

7:00 P.M.

HYBRID FORMAT

- Article 1.** Supervisor Lesperance called the meeting to order.  
Present: Supervisor Lesperance, Clerk Slater, Treasurer Korstange,  
Trustees Koessel, Shipley, McDonald and Noordhoek  
Absent: None  
Also Present: Deputy Clerk Jager, Manager Smith, Fire Inspector Poolman,  
Financial Director Nenciarini, Attorney Mike Homier and those listed in the  
Supplement
- Article 2.** Supervisor Lesperance led the Pledge of Allegiance.
- Article 3. Approval of Agenda**  
Motion by Trustee Shipley, seconded by Treasurer Korstange to approve  
the agenda. Motion carried unanimously.
- Article 4. Presentations**  
None
- Article 5. Public Comments-Anything on the Agenda not scheduled for a public  
hearing. (Limit comments to 3 minutes)**  
1. Scot VanSolkema-2570 Orange-inquired on the retiring of fire hoses.
- Article 6. Approval of Consent Agenda**
- a. Receive and File Minutes
    - 1. Township Board Meeting-2/14/24
  - b. Receive and File Reports  
None
  - c. Receive and File Education Requests
    - 1. Todd Pell and Todd Stevenson MFIS Winter Education Conf 4/9-  
11/2024
  - d. Receive and File Communication  
None
- Motion by Trustee Koessel, seconded by Trustee Shipley to approve the  
Consent Agenda. Motion carried unanimously.

**Article 7. Financial Actions**

- a. Request for Invoices to be paid on 2/29/2024  
Motion by Trustee Shipley, seconded by Treasurer Korstange to approve.  
Motion carried unanimously.

**Article 8. Unfinished Business**

None

**Article 9. New Business**

**010-2024 Consider Approval of Hose and Ladder Testing Contractor** Motion by Trustee McDonald, seconded by Trustee Shipley to approve contract.  
Motion carried unanimously.

**011-2024 Consider Approval of Fire Hoses and Nozzle Purchase with Budget Amendment** Motion by Trustee Koessel, seconded by Trustee Shipley to approve purchase and budget amendment. Motion carried unanimously.

**012-2024 Consider Approval of Janitorial Contract with Budget Amendment** Motion by Trustee Shipley, seconded by Trustee Noordhoek to approve the contract and budget amendment. Motion carried unanimously.

**013-2024 Consider Approval of Police Power Ordinance First Read** Motion by Trustee Shipley, seconded by Trustee Koessel to approve the first read of the Ordinance. Motion carried unanimously.

**Article 10. Discussion**

None

**Article 11. Public Comments**

None

**Article 12. Manager Comments**

1. Manager Smith stated two new receptionists have been hired. Assessing rolls are underway. Clerk's Department finished the election yesterday with Early Voting conducted for the first time.

**Article 13. Board Member Comments**

1. Clerk Slater thanked Deputy Clerk Jager and Election Specialist Baumann for a successful election yesterday.
2. Trustee Shipley thanked those in attendance for coming to the meeting.
3. Trustee Koessel announced retired Planning Commissioner Claude Robinson donated posthumously to the Township.

**Article 14. Adjournment**

Motion by Clerk Slater, seconded by Trustee Shipley to adjourn. Motion carried unanimously. Meeting adjourned at 7:47 pm.

Jennifer Jager  
Deputy Clerk

Approved by:

\_\_\_\_\_  
Grace Lesperance, Supervisor

\_\_\_\_\_  
Susan B. Slater, Clerk

DRAFT

**TREASURER'S DEPARTMENT**

CASCADE CHARTER TOWNSHIP  
TAX ACCOUNTS  
DECEMBER 2023

**BANK BALANCES**

BANK	AMOUNT
<b><u>FLAGSTAR BANK</u></b>	
TAX CHECKING	\$5,115,065.27

<b><u>FLAGSTAR BANK</u></b>	
DELINQUENT TAX	\$1,059.87

<b><u>FLAGSTAR BANK</u></b>	
TAX WIRE ACCT	\$297,828.05

<b>GRAND TOTAL</b>	<b><u><u>\$5,413,953.19</u></u></b>
--------------------	-------------------------------------

**TOWNSHIP BALANCES**

REGISTER	AMOUNT
<b><u>FLAGSTAR BANK</u></b>	
TAX CHECKING	\$5,115,065.27

<b><u>FLAGSTAR BANK</u></b>	
DELINQUENT TAX	\$1,059.87

<b><u>FLAGSTAR BANK</u></b>	
TAX WIRE ACCT	\$297,828.05

<b>GRAND TOTAL</b>	<b><u><u>\$5,413,953.19</u></u></b>
--------------------	-------------------------------------

Oxana Sourine 2/20/24

Submitted by  
OXANA SOURINE  
DEPUTY TREASURER

Date

W. V. ... 2-21-24

Reviewed by

Date

CASCADE CHARTER TOWNSHIP  
TREASURER'S OFFICE REPORT

DECEMBER 2023

FUND	INSTITUTION	DEMAND DEPOSIT		CDs - Original Value			SECURITIES			TOTALS	
		\$	%	\$	%	DATE	\$	%	DATE	\$	%
101 GENERAL FUND	FLAGSTAR	495,015.61	1.05								
	FLAGSTAR MMA	865,434.09	4.15								
	KENT CTY POOL	222,284.11	3.77								
	MI CLASS	303,820.98	5.55								
	ADVENTURE CU			581,348.57	1.05	9/24/2025					
	HORIZON BANK			552,193.61	5.19	5/22/2024					
	GRAND RIVER				2.50	12/19/2023					
	CONSUMERS CU			274,185.31	4.10	1/17/2025					
	LMCU			1,044,648.34	0.90	8/2/2024					
	MSUFUCU			508,051.52	2.50	8/24/2025					
COMERICA SECUR						500,015.63	1.13	1/26/2026			
<b>TOTAL GENERAL FUND</b>		<b>1,686,354.79</b>	<b>3.44</b>	<b>2,940,427.35</b>	<b>2.31</b>		<b>500,015.63</b>	<b>1.13</b>		<b>5,126,797.77</b>	<b>2.57</b>
151 CEMETERY	LMCU	142,436.07	4.00							142,436.07	4.00
206 FIRE FUND	FLAGSTAR	188,918.82	4.15								
	MI CLASS	561,782.77	5.55								
	NCA CU			285,814.14	4.45	10/29/2025					
<b>TOTAL FIRE FUND</b>		<b>750,701.59</b>	<b>5.20</b>	<b>285,814.14</b>	<b>4.45</b>					<b>1,036,515.73</b>	<b>4.99</b>
207 POLICE FUND	FLAGSTAR	193,976.30	4.15								
	NORTHPOINTE BANK			490,560.28	5.55	11/1/2024					
	CIBC/ fna PRIVATE			1,000,000.00	3.60	3/25/2026					
	LMCU			412,762.10	1.00	3/18/2024					
<b>TOTAL POLICE FUND</b>		<b>193,976.30</b>	<b>4.15</b>	<b>1,903,322.38</b>	<b>3.54</b>					<b>2,097,298.68</b>	<b>3.60</b>
209 OPEN SPACE	CONSUMERS CU	504,094.58	2.40								
	MI CLASS	407,501.25	5.55								
<b>TOTAL OPEN SPACE</b>		<b>911,595.83</b>	<b>3.81</b>							<b>911,595.83</b>	<b>3.81</b>
211 DAM REPAIR	MI CLASS	319,087.13	5.55								
	LMCU			348,202.46	1.00	3/10/2024					
<b>TOTAL DAM REPAIR</b>		<b>319,087.13</b>	<b>5.55</b>	<b>348,202.46</b>	<b>1.00</b>					<b>667,289.59</b>	<b>3.18</b>
216 PATHWAY FUND	MACATAWA	5,716.04	0.85								
	MI CLASS	6,054.48	5.55								
	GRAND RIVER			550,710.52	3.55	10/4/2024					
<b>TOTAL PATHWAY FUND</b>		<b>11,770.52</b>	<b>3.27</b>	<b>550,710.52</b>	<b>3.55</b>					<b>562,481.04</b>	<b>3.54</b>
218 HAZMAT FUND	LMCU	44,781.76	3.30							44,781.76	3.30
220 LARAWAY LAKE IMP	FLAGSTAR	10,905.95	4.15							10,905.95	4.15
230 THORAPPLE RIVER	FLAGSTAR	181,476.58	4.15							181,476.58	4.15
243 BROWNFIELD R. A.	CONSUMERS CU	55,955.12	2.40							55,955.12	2.40
246 PUBLIC UTILITY	FLAGSTAR	322,515.11	4.15								
	IRF										
	MI CLASS	912,565.20	5.55								
	CIBC			700,000.00	5.10	12/5/2025					
COMERICA SECUR						1,009,010.42	4.88	9/12/2025			
<b>TOTAL PUBLIC UTILITY</b>		<b>1,235,080.31</b>	<b>5.18</b>	<b>700,000.00</b>			<b>1,009,010.42</b>	<b>4.88</b>		<b>2,944,090.73</b>	<b>3.85</b>
248 DDA FUND	FLAGSTAR	679,073.29	4.15								
	MI CLASS	1,410,336.89	5.55								
	FLAGSTAR			1,000,000.00	5.03	7/26/2024					
	UNION BANK			263,178.58	2.45	8/26/2024					
	ADVENTURE CU			220,919.55	1.05	10/27/2025					
	COMERICA SECUR								10/31/2023		
<b>TOTAL DDA FUND</b>		<b>2,089,409.98</b>	<b>5.09</b>	<b>1,484,098.13</b>	<b>3.98</b>					<b>3,573,508.11</b>	<b>4.63</b>
249 BLDG. INSPECTION	FLAGSTAR BANK	886,129.02	4.15								
	FLAGSTARL BANK R.	101,983.42	4.15								
	MI CLASS	433,960.50	5.55								
	FNB OF AMERICA			320,815.75	0.90	10/19/2024					
	FNB OF AMERICA					12/18/2023					
	FNB OF AMERICA			226,536.98	1.05	9/18/2026					
	FNB OF MI			558,974.80	2.40	3/11/2024					
	INDEPENDENT BANK			337,109.88	2.80	9/16/2024					
	COMERICA CD						250,000.00	4.25	4/4/2028		
	COMERICA CD						250,000.00	5.10	4/3/2028		
	COMERICA TR NOTE						928,595.79	4.02	8/15/2027		
COMERICA SECUR						297,989.22	2.28	6/28/2024			
<b>TOTAL BLDG. INSPECT.</b>		<b>1,432,072.94</b>	<b>4.57</b>	<b>1,443,437.51</b>	<b>1.95</b>		<b>1,726,585.01</b>	<b>3.91</b>		<b>4,602,095.46</b>	<b>3.50</b>
270 LIBRARY FUND	UNITED BANK	123,619.34	0.25								
	MI CLASS	901,914.78	5.55								
	WMCB			279,434.90	5.15	10/28/2024					
	LMCU			453,604.26	1.00	3/27/2024					
	MSUFUCU			582,446.18	4.21	4/12/2026					
<b>TOTAL LIBRARY FUND</b>		<b>1,025,534.12</b>	<b>4.91</b>	<b>1,315,485.34</b>	<b>3.30</b>					<b>2,341,019.46</b>	<b>4.01</b>
282 CARES ACT FUND	LMCU	3,765,537.71	4.15							3,765,537.71	4.15
403 FIRE ST. #1	MI CLASS	121,875.79	5.55							121,875.79	5.55
701 T & A	HUNTINGTON BANK	163,328.31	0.30							163,328.31	0.30
701 JAMES TIMMONS	LMCU			12,400.00	1.10	3/22/2027				12,400.00	1.10
701 JACK SMITH INV.	HUNTINGTON BANK	23,214.46	0.30							23,214.46	0.30
701 HENRY KRAMER	HUNTINGTON BANK										
<b>TOTAL</b>		<b>14,165,095.26</b>	<b>4.41</b>	<b>10,983,897.83</b>	<b>2.75</b>		<b>3,235,611.06</b>	<b>3.78</b>		<b>28,384,604.15</b>	<b>3.69</b>

*Oxane Sourine* 2/20/24  
Submitted by Oxane Sourine Deputy Treasurer Date

*Windy Korstange* 2-21-24  
Reviewed by Windy Korstange Treasurer Date

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 000							
101-000-231-220	DEPENDENT LIFE W/H (C) GF	MUTUAL OF OMAHA INSURA	GRP ID# G00AC5D 0001 / INSURANCE -	1001660403817	03/14/24	19.50	
101-000-231-221	ADDITIONAL LIFE W/H (D) GF	MUTUAL OF OMAHA INSURA	GRP ID# G00AC5D 0001 / INSURANCE -	1001660403817	03/14/24	195.80	
101-000-681-000	PARK INCOME	MARISSA BERTA	REFUND CANCELLED PARK RESERVATION	PARK RESERV. REFUND	03/14/24	75.00	
						290.30	
Total For Dept 000							
Dept 101 TOWNSHIP BOARD							
101-101-723-000	TOWNSHIP DUES	MICHIGAN MUNICIPAL LEA	MML - MEMBERSHIP DUES 2024	MML DUES 2024	03/14/24	5,541.00	
101-101-860-000	TOWNSHIP BOARD MILEAGE	SLATER, SUE	REIMBURSE 53.2 MILES/ CELL PHONE ST	REIMBURSEMENT	03/14/24	35.64	
101-101-924-100	TOWNSHIP BOARD CELL PHONES	SLATER, SUE	REIMBURSE 53.2 MILES/ CELL PHONE ST	REIMBURSEMENT	03/14/24	50.00	
						5,626.64	
Total For Dept 101 TOWNSHIP BOARD							
Dept 225 ADMINISTRATIVE							
101-225-723-000	MEMBERSHIP MMAC LATE FEE	JENNIFER JAGER	REIMBURSE EXPENSES - JEN JAGER	REIMBURSEMENT	03/14/24	21.00	
101-225-723-000	MEMBERSHIP AND DUES	MI ASSOC OF MUNICIPAL	2024 ANNUAL MAMC MEMBERSHIP DUES -	MEMBERSHIP DUES	03/14/24	75.00	
101-225-724-000	MMAC - J. JAGER	JENNIFER JAGER	REIMBURSE EXPENSES - JEN JAGER	REIMBURSEMENT	03/14/24	50.00	
101-225-724-000	EDUCATION	MGFOA	INTRO TO PUBLIC FINANCE - WEBINAR -	WEBINAR	03/14/24	40.00	
101-225-727-000	OFFICE SUPPLIES	STAPLES	SUPPLIES	3560353632	03/14/24	36.99	
101-225-787-000	HOME DEPOT - FINANCE CHARC	THE HOME DEPOT CREDIT	ACCT 6035 3221 5394 3356 - LATE FEE	LATE FEE	03/14/24	63.81	
101-225-794-700	PLANTS/PLANT MAINTENANCE	EASTERN FLORAL & GIFTS	PLANT MAINTENANCE - MARCH 2024	5299	03/14/24	95.00	
101-225-814-000	TAX/ASSESSING ADMIN COSTS	KENT COMMUNICATIONS, I	ASSESSMENT NOTICES / POSTAGE/ PROCE	332138	03/14/24	1,545.02	
101-225-814-000	TAX/ASSESSING ADMIN COSTS	KENT COMMUNICATIONS, I	ASSESSMENT NOTICES / POSTAGE/ PROCE	332613	03/14/24	296.02	
101-225-826-000	LEGAL FEES	FOSTER, SWIFT, COLLINS	CLIENT # 87192-00001/ GENERAL PROF.	878276	03/14/24	4,723.50	
101-225-826-000	LEGAL FEES	FOSTER, SWIFT, COLLINS	RE: CASCADE LODGING (MTT 23- 002092	878287	03/14/24	117.50	
101-225-826-000	LEGAL FEES	FOSTER, SWIFT, COLLINS	RE: TOWN CENTER INN & SUITES (MTT 2	878289	03/14/24	141.00	
101-225-826-000	LEGAL FEES	FOSTER, SWIFT, COLLINS	RE: TOWN CENTER HOTEL SUITES (MTT 2	878290	03/14/24	94.00	
101-225-826-000	LEGAL FEES	FOSTER, SWIFT, COLLINS	RE: CASCADE HOSPITALITY (MTT 23-002	878288	03/14/24	164.50	
101-225-860-000	ADMINISTRATIVE MILEAGE. J.	JENNIFER JAGER	REIMBURSE EXPENSES - JEN JAGER	REIMBURSEMENT	03/14/24	149.41	
101-225-924-100	CELL PHONES/DATA- J.J. ST	JENNIFER JAGER	REIMBURSE EXPENSES - JEN JAGER	REIMBURSEMENT	03/14/24	50.00	
101-225-957-000	GENERAL FUND PHYSICAL EXAM	COREWELL HEALTH WEST O	PRE-EMPLOYMENT TESTS	807086	03/14/24	111.00	
						7,773.75	
Total For Dept 225 ADMINISTRATIVE							
Dept 250 BENEFITS/INSURANCE							
101-250-718-000	VISION INSURANCE BENEFITS	FIDELITY SECURITY LIFE	PLAN CODE# 9677014 KEY CODE# 40186	166184172	03/14/24	192.82	
101-250-720-000	LIFE INSURANCE BENEFITS	MUTUAL OF OMAHA INSURA	GRP ID# G00AC5D 0001 / INSURANCE -	1001660403817	03/14/24	1,291.33	
						1,484.15	
Total For Dept 250 BENEFITS/INSURANCE							
Dept 257 ASSESSING							
101-257-724-000	EDUCATION HOLZHEI	HOLZHEI, SHAWN	REIMBURSE 61 FIELD MILES / 288 EDUC.	MILEAGE REIMB.	03/14/24	192.96	
101-257-860-000	ASSESSING MILEAGE HOLZHEI	HOLZHEI, SHAWN	REIMBURSE 61 FIELD MILES / 288 EDUC.	MILEAGE REIMB.	03/14/24	40.87	
						233.83	
Total For Dept 257 ASSESSING							
Dept 262 ELECTIONS							
101-262-752-200	ELECTION MAILINGS & POSTAC	KENT COMMUNICATIONS, I	ELECTION BALLOTS - POSTAGE/ PROCESS	8898-156321	03/14/24	576.68	
101-262-756-000	ELECTION SUPPLIES	ELECTION SOURCE	40 VINYL CERTIFICATE HOLDER, SEALA:	24-7742	03/14/24	80.00	
101-262-756-000	ELECTION SUPPLIES	KINGSLAND'S ACE HARDW	TRAILER RENTAL & RETURN FOR ELECTIO:	220227	03/14/24	135.27	
101-262-788-000	ELECTION MISC. EXPENSES	ALBERT JOSEPH ENGEL II	EARLY VOTING ELECTION LUNCH	REIMBURSEMENT	03/14/24	37.00	
101-262-788-000	ELECTION MISC. EXPENSES	ANITA GORSUCH	REIMBURSE EARLY VOTING LUNCH	REIMBURSEMENT	03/14/24	44.06	
101-262-788-000	ELECTION MISC. EXPENSES	JENNIFER JAGER	REIMBURSE EXPENSES - JEN JAGER	REIMBURSEMENT	03/14/24	8.82	
						881.83	
Total For Dept 262 ELECTIONS							
Dept 265 BUILDING AND GROUNDS							

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 265 BUILDING AND GROUNDS							
101-265-752-101	KITCHEN SUPPLIES	STAPLES	SUPPLIES	3560353632	03/14/24	33.89	
101-265-787-101	CLEANING & PAPER SUPPLIES	MINER SUPPLY COMPANY	PAPER TOWELS FOR PARKS	554788	03/14/24	336.16	
101-265-802-200	JANITORIAL & MAINTENANCE	HOOGERHYDE SAFE & LOCK	KEYS & HARDWARE	22896	03/14/24	183.40	
101-265-802-200	JANITORIAL & MAINTENANCE	HOPE NETWORK	CASCADE TOWNSHIP OFFICES - JANITORI	100021024	03/14/24	914.55	
101-265-802-200	JANITORIAL & MAINTENANCE	KINGSLAND'S ACE	HARDW ALKALINE BATTERY 20PK	220219	03/14/24	19.79	
101-265-802-200	JANITORIAL & MAINTENANCE	KINGSLAND'S ACE	HARDW SCREWS	220117	03/14/24	6.21	
101-265-802-200	JANITORIAL & MAINTENANCE	KINGSLAND'S ACE	HARDW PLATIC DROP CLOTH	220106	03/14/24	5.93	
101-265-802-200	JANITORIAL & MAINTENANCE	THE HOME DEPOT CREDIT	ACCT 6035 3221 5394 3356 - DUMPSTER	3012011	03/14/24	181.87	
101-265-802-200	HOME DEPOT - LATE FEE	THE HOME DEPOT CREDIT	ACCT 6035 3221 5394 3356 - LATE FEE	LATE FEE	03/14/24	29.00	
101-265-864-000	FUEL	WEX BANK	ACCT# 0462-00-394745-4 / FEBRUARY 2	95593755	03/14/24	647.55	
101-265-921-000	100012052419 6569 THO	CONSUMERS ENERGY	CONSUMER ENERGRY BILLS FOR MONTH OF	FEBRUARY 2024	03/14/24	60.16	
101-265-921-000	103036932491 5920 T	CONSUMERS ENERGY	CONSUMER ENERGRY BILLS FOR MONTH OF	MARCH 2024	03/14/24	1,235.78	
101-265-923-000	COMPLEX HEATING- 5920 TA	DTE ENERGY	DTE ENERGY SERVICE 1/26/24 - 2/23/2	VARIOUS	03/14/24	719.36	
101-265-927-000	WS177971 COMPLEX WATER-SEW	GRAND RAPIDS CITY TREA	CITY OF GR: WATER, FIRE PROTECTION,	GRS&W - VARIOUS	03/14/24	112.77	
101-265-931-000	COMPLEX MAINTENANCE- TRASH	ARROWASTE	ACCT# 91-153550 9 / WASTE SERVICE/	MARCH 2024	03/14/24	264.95	
101-265-931-000	COMPLEX MAINTENANCE	B&V MECHANICAL INC.	FACILITIES PLANNED MAINTENANCE - F	100119	03/14/24	753.75	
101-265-931-000	COMPLEX MAINTENANCE	KINGSLAND'S ACE	HARDW JANUARY PAYMENT CREDIT	CREDIT	03/14/24	(46.50)	
101-265-981-000	OFFICE EQUIPMENT	THE HOME DEPOT CREDIT	ACCT 6035 3221 5394 3356 - BLDG DEP	0011025	03/14/24	39.88	
101-265-981-500	TOOLS/ SMALL EQUIPMENT MAJ	KINGSLAND'S ACE	HARDW EQUIPMENT MAINTENANCE	220233	03/14/24	15.29	
101-265-981-500	TOOLS/ SMALL EQUIPMENT MAJ	KINGSLAND'S ACE	HARDW EQUIPMENT MAINTENANCE	220263	03/14/24	255.48	
101-265-981-500	TOOLS/ SMALL EQUIPMENT MAJ	KINGSLAND'S ACE	HARDW EQUIPMENT MAINTENANCE	220259	03/14/24	67.45	
101-265-981-500	TOOLS/ SMALL EQUIPMENT MAJ	KINGSLAND'S ACE	HARDW TRIMMER REPAIR	220162	03/14/24	25.16	
101-265-981-500	TOOLS/ SMALL EQUIPMENT MAJ	KINGSLAND'S ACE	HARDW EQUIPMENT - ALUMINUM RIVETS	220218	03/14/24	4.66	
101-265-981-500	TOOLS/ SMALL EQUIPMENT MAJ	KINGSLAND'S ACE	HARDW CHAINSAW REPAIR	220152	03/14/24	46.78	
Total For Dept 265 BUILDING AND GROUNDS						5,913.32	
Dept 276 CEMETERY							
101-276-921-000	103036591347 7200 30	CONSUMERS ENERGY	CONSUMER ENERGRY BILLS FOR MONTH OF	FEBRUARY 2024	03/14/24	127.05	
Total For Dept 276 CEMETERY						127.05	
Dept 448 STREET LIGHTS							
101-448-926-000	100011965082 2870 JAC	CONSUMERS ENERGY	CONSUMER ENERGRY BILLS FOR MONTH OF	FEBRUARY 2024	03/14/24	81.97	
101-448-926-000	STREETLIGHTING	CONSUMERS ENERGY	ACCT # 1000 0037 3306/ STREETLIGHTS	206703363710	03/14/24	10,330.44	
101-448-926-000	STREETLIGHTING	CONSUMERS ENERGY	ACCT # 1030 3406 2978/ LED LIGHTS/	201631304882	03/14/24	1,559.74	
Total For Dept 448 STREET LIGHTS						11,972.15	
Dept 652 TRANSPORTATION							
101-652-861-200	TRANSPORTATION SERVICES	HOPE NETWORK	MEDICAL TRANSPORTATION SERVICES - F	100021172	03/14/24	3,995.00	
Total For Dept 652 TRANSPORTATION						3,995.00	
Dept 701 PLANNING							
101-701-900-000	PRINTING & PUBLISHING	RALPH MOXLEY	REIMBURSE PLANNING COMMISSIONER FO	REIMBURSEMENT	03/14/24	76.32	
Total For Dept 701 PLANNING						76.32	
Dept 756 PARKS							
101-756-756-000	PARK OPERATING SUPPLIES	KINGSLAND'S ACE	HARDW REC PARK - WATER SOFTNER SALT	220142	03/14/24	85.41	
101-756-921-000	100012592265 2900 THORN	CONSUMERS ENERGY	CONSUMER ENERGRY BILLS FOR MONTH OF	FEBRUARY 2024	03/14/24	307.52	
101-756-927-000	WS2064692 TASSEL PARK IRF	GRAND RAPIDS CITY TREA	CITY OF GR: WATER, FIRE PROTECTION,	GRS&W - VARIOUS	03/14/24	346.81	
101-756-935-000	PARK MAINTENANCE-TRASH/ RE	ARROWASTE	ACCT# 91-153550 9 / WASTE SERVICE/	MARCH 2024	03/14/24	282.68	
Total For Dept 756 PARKS						1,022.42	

User: LIZ  
 DB: Cascade

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 803 HISTORICAL							
101-803-921-000	100012592398 2839 THORN	CONSUMERS ENERGY	CONSUMER ENERGRY BILLS FOR MONTH OF	FEBRUARY 2024	03/14/24	53.90	
101-803-923-000	MUSEUM HEATING DTE ENERGY	DTE ENERGY	DTE ENERGY SERVICE 1/26/24 - 2/23/2	VARIOUS	03/14/24	106.10	
101-803-927-000	WS2064703 MUSEUM WATER-SF	GRAND RAPIDS CITY TREA	CITY OF GR: WATER, FIRE PROTECTION,	GRS&W - VARIOUS	03/14/24	76.23	
101-803-961-000	MUSEUM MAINTENANCE	RIVERSIDE FIRE & SECUR	ALARM REPAIR AT MUSEUM	173577	03/14/24	308.78	
Total For Dept 803 HISTORICAL						545.01	
Dept 901 CAPITAL OUTLAY							
101-901-974-000	CAPITAL OUTLAY - LANDIMP	KINGSLAND'S ACE	HARDW LIFT RENTAL & RETURN TO REMOVE LARG	220211	03/14/24	321.75	
Total For Dept 901 CAPITAL OUTLAY						321.75	
Dept 966 TRANSFERS OUT							
101-966-995-005	1ST QRT REVENUE SHARING CC	CASCADE CHARTER TOWNSH	1ST QRT REVENUE SHARING CONTRIBUTIO	1ST QRT 2024	03/14/24	10,000.00	
101-966-995-006	GENERAL FUND ALLOCATION TO	CASCADE CHARTER TOWNSH	GENERAL FUND ALLOCATION TO FIRE FUN	MARCH 2024	03/14/24	33,333.34	
Total For Dept 966 TRANSFERS OUT						43,333.34	
Total For Fund 101 GENERAL FUND						83,596.86	
Fund 206 FIRE FUND							
Dept 250 BENEFITS/INSURANCE							
206-250-718-000	VISION INSURANCE BENEFITS	FIDELITY SECURITY LIFE PLAN CODE# 9677014	KEY CODE# 40186	166184172	03/14/24	265.45	
206-250-720-000	LIFE INSURANCE BENEFITS (F	MUTUAL OF OMAHA INSURA	GRP ID# G00AC5D 0001 / INSURANCE -	1001660403817	03/14/24	1,309.76	
Total For Dept 250 BENEFITS/INSURANCE						1,575.21	
Dept 336 FIRE DEPARTMENT							
206-336-726-000	FIRE TRAINING	CASCADE PRINTING & GRA	INCIDENT ACTION PLAN SAFETY CHART/	64347	03/14/24	228.47	
206-336-726-000	FIRE TRAINING	PLUMMERS DISPOSAL SERV	PT STANDARD RESTROOM - FIRE ST#2	INV/2023/1947	03/14/24	135.00	
206-336-727-000	FIRE OFFICE SUPPLIES	STAPLES	FIRE OFFICE SUPPLIES	3560563742	03/14/24	71.66	
206-336-745-000	FIRE FUELS	FLYERS ENERGY LLC	ACCT # FMS7060 / DEF FUEL	CFS-3761546	03/14/24	173.05	
206-336-745-000	FIRE FUELS	WEX BANK	ACCT# 0462-00-394745-4 / FEBRUARY 2	95593755	03/14/24	2,484.67	
206-336-752-000	SUPPLIES	KINGSLAND'S ACE	HARDW WAX RINGS, CARB-TOOLS, & CHAINSAWS	220203	03/14/24	37.58	
206-336-768-000	FIRE UNIFORMS	SHELDON CLEANERS	ACCT # SB2862 / DRY CLEANING	FEBRUARY 2024	03/14/24	109.75	
206-336-787-959	FIRE PROTECTIVE CLOTHING	DINGES FIRE CO.	WORK BOOTS - UNIFORM	50804	03/14/24	735.90	
206-336-850-000	ACCT # 8529 11 273 0047816	COMCAST	ACCT # 8529 11 273 0047816 / SERVIC	MARCH 2024	03/14/24	40.21	
206-336-850-000	COMMUNICATIONS- PHONES	COMCAST	ACCT # 8529 11 273 0015086 / COMCA	MARCH 2024	03/14/24	106.90	
206-336-850-000	COMMUNICATIONS- PHONES	COMCAST	ACCT #: 8529 11 273 0083548/ XFINIT	MARCH 2024	03/14/24	42.59	
206-336-863-000	VEHICLE MAINT	B&K GRAPHICS, INC.	REFLECTIVE SIDE STRIPES	30495	03/14/24	890.00	
206-336-863-000	VEHICLE MAINT	KINGSLAND'S ACE	HARDW EI REPAIR #12	220224	03/14/24	0.83	
206-336-928-000	100012762959 2990 BU	CONSUMERS ENERGY	CONSUMER ENERGRY BILLS FOR MONTH OF	FEBRUARY 2024	03/14/24	687.80	
206-336-928-000	DTE FIRE ST. #1	DTE ENERGY	DTE ENERGY SERVICE 1/26/24 - 2/23/2	VARIOUS	03/14/24	1,383.48	
206-336-928-000	WS2059561 - FIRE ST. #2 W	GRAND RAPIDS CITY TREA	CITY OF GR: WATER, FIRE PROTECTION,	GRS&W - VARIOUS	03/14/24	122.15	
206-336-936-000	FIRE STATION MAINT	ARROWASTE	ACCT# 91-153550 9 / WASTE SERVICE/	MARCH 2024	03/14/24	209.91	
206-336-936-000	FIRE STATION MAINT	KINGSLAND'S ACE	HARDW BOLTS & PLUG TAP	220144	03/14/24	11.76	
206-336-936-000	FIRE STATION MAINT	KINGSLAND'S ACE	HARDW STATION 1 WINDOWS CLEAING TOOLS	220130	03/14/24	54.86	
206-336-936-000	FIRE STATION MAINT	KINGSLAND'S ACE	HARDW CLEANER / SPONGES FOR CLEANING	220132	03/14/24	8.08	
206-336-936-000	FIRE STATION MAINT	THE HOME DEPOT CREDIT	ACCT 6035 3221 5394 3356 - CLEANING	0612210	03/14/24	177.82	
206-336-936-002	FIRE STATION MAINT/BUTTRIC	ARROWASTE	ACCT# 91-153550 9 / WASTE SERVICE/	MARCH 2024	03/14/24	118.00	
206-336-936-002	FIRE STATION MAINT/BUTTRIC	KINGSLAND'S ACE	HARDW STATION 2 KITCHEN - LEVITRON 15A GF	220163	03/14/24	20.69	
206-336-936-002	FIRE STATION MAINT/BUTTRIC	KINGSLAND'S ACE	HARDW DRYWALL SCREWS & SETTERS	220105	03/14/24	10.42	
206-336-936-002	FIRE STATION MAINT/BUTTRIC	RIVERSIDE FIRE & SECUR	ANNUAL MONITORING FEE FOR FIRE ALAR	173480	03/14/24	540.00	
206-336-936-002	FIRE STATION MAINT/BUTTRIC	THE HOME DEPOT CREDIT	ACCT 6035 3221 5394 3356 - (3) LEVE	5970496	03/14/24	86.73	
206-336-936-002	FIRE STATION MAINT/BUTTRIC	THE HOME DEPOT CREDIT	ACCT 6035 3221 5394 3356 - FIRE STA	9015676	03/14/24	175.53	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 206 FIRE FUND							
Dept 336 FIRE DEPARTMENT							
206-336-938-000	FIRE EQUIPMENT MAINT	KINGSLAND'S ACE	HARDW ECHO TUNE-UP KIT	220222	03/14/24	28.79	
206-336-938-000	FIRE EQUIPMENT MAINT	THE HOME DEPOT CREDIT	ACCT 6035 3221 5394 3356 - BATTERY	7621957	03/14/24	449.00	
206-336-938-000	FIRE EQUIPMENT MAINT	THE HOME DEPOT CREDIT	ACCT 6035 3221 5394 3356 - (2) MILW.	4203126	03/14/24	279.00	
206-336-939-000	FIRE COPIER/LEASE/SERVICE	KONICA MINOLTA BUSINES	C4501 / COPIER/PRINTER SERVICE	292201059	03/14/24	99.00	
Total For Dept 336 FIRE DEPARTMENT						9,519.63	
Total For Fund 206 FIRE FUND						11,094.84	
Fund 208 OPEN SPACE FUND							
Dept 751 OPEN SPACE PRESERVATION							
208-751-921-000	100041772151	6803 BUF CONSUMERS ENERGY	CONSUMER ENERGRY BILLS FOR MONTH OF FEBRUARY 2024		03/14/24	307.88	
208-751-923-000	HEATING/UTILITY -6803	BUF DTE ENERGY	DTE ENERGY SERVICE 1/26/24 - 2/23/2	VARIOUS	03/14/24	482.18	
Total For Dept 751 OPEN SPACE PRESERVATION						790.06	
Total For Fund 208 OPEN SPACE FUND						790.06	
Fund 216 PATHWAYS FUND							
Dept 758 PATHWAYS							
216-758-931-000	MAINT & REPAIR	THE HOME DEPOT CREDIT	ACCT 6035 3221 5394 3356 - PATHWAY	4010548	03/14/24	242.79	
Total For Dept 758 PATHWAYS						242.79	
Dept 901 CAPITAL OUTLAY							
216-901-974-000	CAPITAL OUTLAY - LANDIMP	SPAULDING DEDECKER	PROJ: CC23008.OT / BURTON ST. BRIDG	00097654	03/14/24	12,111.00	
Total For Dept 901 CAPITAL OUTLAY						12,111.00	
Total For Fund 216 PATHWAYS FUND						12,353.79	
Fund 218 HAZMAT FUND							
Dept 344 HAZMAT							
218-344-726-000	HAZMAT SUPPLIES	ASD INC	103L ISOBUTYLENE	445194	03/14/24	152.36	
Total For Dept 344 HAZMAT						152.36	
Total For Fund 218 HAZMAT FUND						152.36	
Fund 246 IRF							
Dept 225 ADMINISTRATIVE							
246-225-821-000	ADMIN ENGINEERING COSTS	SPAULDING DEDECKER	PROJ: CC23005.OT / TREE RESTORATION	00097652	03/14/24	1,148.00	
Total For Dept 225 ADMINISTRATIVE						1,148.00	
Total For Fund 246 IRF						1,148.00	
Fund 248 DDA							
Dept 190 DDA OPERATIONS/CONSTRUCTION							
248-190-821-000	ENGINEERING	SPAULDING DEDECKER	PROJ: CC23009.OC / TASSEL PARK/ JAN	00097651	03/14/24	1,375.00	
248-190-821-000	ENGINEERING	SPAULDING DEDECKER	PROJ: CC23007.OT/ CASCADE ROAD BRID	00097653	03/14/24	9,580.75	
248-190-861-100	TRANSPORTATION SERVICES	HOPE NETWORK	TRANSPORTATION SERVICES - FEBRUARY	100021150	03/14/24	19,320.00	
248-190-921-000	100063460503	5770 FC CONSUMERS ENERGY	CONSUMER ENERGRY BILLS FOR MONTH OF FEBRUARY 2024		03/14/24	1,412.71	
248-190-922-000	STREETLIGHTS	BUIST ELECTRIC INC	ELECTRICIAN - FOR LIGHT POLE DAMAGE	194359	03/14/24	1,309.00	
Total For Dept 190 DDA OPERATIONS/CONSTRUCTION						32,997.46	
Total For Fund 248 DDA						32,997.46	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 249 BUILDING FUND							
Dept 000							
249-000-237-000	DUE TO I.R.F.- S&W CONNECI	CASCADE CHARTER TOWNSH SW CONNECTION / FCC CONTRACTORS/	55	P#3294	03/14/24	13,554.00	
249-000-607-200	ELECTRICAL PERMITS	BRIGGS STROMZAND ELECT REFUND/ CANCELED PM240000052		REFUND PERMIT	03/14/24	100.00	
						13,654.00	
Total For Dept 000							
Dept 250 BENEFITS/INSURANCE							
249-250-718-000	VISION INSURANCE BENEFITS FIDELITY SECURITY LIFE PLAN CODE# 9677014 KEY CODE# 40186			166184172	03/14/24	167.92	
249-250-720-000	LIFE INSURANCE BENEFITS (MUTUAL OF OMAHA INSURA GRP ID# G00AC5D 0001 / INSURANCE -			1001660403817	03/14/24	847.17	
						1,015.09	
Total For Dept 250 BENEFITS/INSURANCE							
Dept 371 BUILDING DEPARTMENT							
249-371-860-000	MILEAGE - BENOIT	BENOIT, BILL	REIMBURSE 502 MILES - B. BENOIT	MILEAGE FEB.	03/14/24	336.34	
249-371-860-000	MILEAGE WILSON	BRIAN WILSON	REIMBURSE 324 MILES - B. WILSON	MILEAGE FEB.	03/14/24	212.22	
249-371-860-000	MILEAGE - CRAIG SMITH	CRAIG SMITH	REIMBURSE 698 MILES - CRAIG SMITH	MILEAGE FEB.	03/14/24	467.66	
249-371-860-000	MILEAGE- HUYSER	HUYSER, DANIEL A.	REIMBURSE 597 MILES - D. HUYSER	MILEAGE FEB.	03/14/24	399.99	
249-371-860-000	MILEAGE	JEFFREY C. VANTIL	REIMBURSE 602 MILES - J. VANTIL	MILEAGE FEB.	03/14/24	403.34	
249-371-860-000	MILEAGE - J. REISTER	JEREMY REISTER	REIMBURSE 753 MILES - J. REISTER	MILEAGE FEB.	03/14/24	504.51	
249-371-860-000	MILEAGE - M. BONNEY	MICHAEL BONNEY	REIMBURSE 544 MILES - M. BONNEY	MILEAGE FEB.	03/14/24	364.48	
249-371-860-000	MILEAGE	PAUL WESTHOUSE	REIMBURSE 553 MILES - P. WESTHOUSE	MILEAGE FEB.	03/14/24	370.51	
249-371-860-000	MILEAGE	PELL, TODD	REIMBURSE 177 MILES - TODD PELL	MILEAGE - FEB.	03/14/24	118.59	
249-371-860-000	MILEAGE - D. ROWLADER	ROWLADER, DENNIS	REIMBURSE 157 MILES - D. ROWLADER	MILEAGE FEB.	03/14/24	105.19	
249-371-860-000	MILEAGE - T. HANSON	THOMAS HANSON	REIMBURSE 827 MILES - T. HANSON	MILEAGE FEB.	03/14/24	554.09	
249-371-860-000	MILEAGE MILITO-	VINCENT MILITO	REIMBURSE 614 MILES - V. MILITO	MILEAGE FEB.	03/14/24	411.38	
249-371-923-000	103036932491 5920 T	CONSUMERS ENERGY	CONSUMER ENERGRY BILLS FOR MONTH OF	MARCH 2024	03/14/24	608.67	
249-371-923-000	HEATING/UTILITY - 5920 T	DTE ENERGY	DTE ENERGY SERVICE 1/26/24 - 2/23/2	VARIOUS	03/14/24	354.31	
						5,211.28	
Total For Dept 371 BUILDING DEPARTMENT							
Dept 964 PAYMENTS TO OTHER TOWNSHIPS							
249-964-964-100	PERMITS DUE TO LOWELL TWP	LOWELL TOWNSHIP	PERMIT FEES - FEBRUARY 2024	FEBRUARY PERMITS	03/14/24	1,845.00	
249-964-964-200	PERMITS DUE TO VERGENNES T	VERGENNES TOWNSHIP	PERMIT FEES - FEBRUARY 2024	FEBRUARY PERMITS	03/14/24	874.80	
249-964-964-300	PERMITS DUE TO GR TWP	GRAND RAPIDS CHARTER T	PERMIT FEES - FEBRUARY 2024	FEBRUARY PERMITS	03/14/24	3,772.00	
249-964-964-400	PERMITS DUE TO ADA TWP	ADA TOWNSHIP	PERMIT FEES - FEBRUARY 2024	FEBRUARY PERMITS	03/14/24	3,573.00	
249-964-964-500	PERMITS DUE TO EAST GR	EAST GRAND RAPIDS/CITY	PERMIT FEES - FEBRUARY 2024	FEBRUARY PERMITS	03/14/24	2,588.40	
249-964-964-600	PERMITS DUE PLAINFIELD	PLAINFIELD CHARTER TOW	PERMIT FEES - FEBRUARY 2024	FEBRUARY PERMITS	03/14/24	9,211.00	
249-964-964-800	PERMITS DUE CASCADE TWP	CASCADE CHARTER TOWNSH	PERMIT FEES - FEBRUARY 2024	FEBRUARY PERMITS	03/14/24	12,756.70	
						34,620.90	
Total For Dept 964 PAYMENTS TO OTHER TOWNSHIPS							
						54,501.27	
Total For Fund 249 BUILDING FUND							
Fund 271 LIBRARY FUND							
Dept 790 LIBRARY							
271-790-802-200	JANITORIAL & MAINTENANCE	HOPE NETWORK	CASCADE TOWNSHIP LIBRARY - JANITORI.	100021025	03/14/24	3,713.58	
271-790-921-000	100000284784 2870 JACK	CONSUMERS ENERGY	CONSUMER ENERGRY BILLS FOR MONTH OF	FEBRUARY 2024	03/14/24	3,896.19	
271-790-923-000	LIBRARY HEATING DTE ENERGY	DTE ENERGY	DTE ENERGY SERVICE 1/26/24 - 2/23/2	VARIOUS	03/14/24	1,220.71	
271-790-931-000	LIBRARY MAINTENANCE- TRASH	ARROWASTE	ACCT# 91-153550 9 / WASTE SERVICE/	MARCH 2024	03/14/24	191.96	
271-790-931-000	LIBRARY MAINTENANCE	ELEVATOR SERVICE INC	EMERGENCY REPAIR TO LIBRARY ELEVATO	130824	03/14/24	1,069.76	
271-790-931-000	LIBRARY MAINTENANCE	ELEVATOR SERVICE INC	PREVENTATIVE MAINTENANCE - MARCH -	131033	03/14/24	146.00	
						10,238.20	
Total For Dept 790 LIBRARY							
Dept 901 CAPITAL OUTLAY							
271-901-970-000	CAPITAL OUTLAY - FFE	C2AE	PROJ: 23-0268 / CCT- KDL RENOVATION	76101	03/14/24	11,812.50	
271-901-974-271	LIBRARY FRIENDSHIP PARK	THE HOME DEPOT CREDIT	ACCT 6035 3221 5394 3356 - FRIENDSH	6010175	03/14/24	181.57	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 271	LIBRARY FUND						
Dept 901	CAPITAL OUTLAY						
			Total For Dept 901 CAPITAL OUTLAY			11,994.07	
			Total For Fund 271 LIBRARY FUND			22,232.27	
Fund 703	CURRENT TAX COLLECTION FUND						
Dept 000							
703-000-222-110	KENT COUNTY - OPERATING	KENT COUNTY TREASURER	REIMBURSE KENT COUNTY FOR TAXES PER K-6080		03/14/24	422.01	
703-000-222-111	KENT COUNTY - INTEREST	KENT COUNTY TREASURER	REIMBURSE KENT COUNTY FOR TAXES PER K-6080		03/14/24	29.19	
			Total For Dept 000			451.20	
			Total For Fund 703 CURRENT TAX COLLECTION FUND			451.20	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund Totals:							
			Fund 101 GENERAL FUND			83,596.86	
			Fund 206 FIRE FUND			11,094.84	
			Fund 208 OPEN SPACE FUND			790.06	
			Fund 216 PATHWAYS FUND			12,353.79	
			Fund 218 HAZMAT FUND			152.36	
			Fund 246 IRF			1,148.00	
			Fund 248 DDA			32,997.46	
			Fund 249 BUILDING FUND			54,501.27	
			Fund 271 LIBRARY FUND			22,232.27	
			Fund 703 CURRENT TAX COLLECTION FUND			451.20	
Total For All Funds:						219,318.11	
--- TOTALS BY GL DISTRIBUTION ---							
	101-000-231-220		DEPENDENT LIFE W/H (C) GF			19.50	
	101-000-231-221		ADDITIONAL LIFE W/H (D) GF			195.80	
	101-000-681-000		PARK INCOME			75.00	
	101-101-723-000		TOWNSHIP DUES			5,541.00	
	101-101-860-000		TOWNSHIP BOARD MILEAGE			35.64	
	101-101-924-100		TOWNSHIP BOARD CELL PHONES/DATA			50.00	
	101-225-723-000		MEMBERSHIP MMAC LATE FEE			96.00	
	101-225-724-000		MMAC - J. JAGER			90.00	
	101-225-727-000		OFFICE SUPPLIES			36.99	
	101-225-787-000		HOME DEPOT - FINANCE CHARGES			63.81	
	101-225-794-700		PLANTS/PLANT MAINTENANCE			95.00	
	101-225-814-000		TAX/ASSESSING ADMIN COSTS			1,841.04	
	101-225-826-000		LEGAL FEES			5,240.50	
	101-225-860-000		ADMINISTRATIVE MILEAGE. J.J.			149.41	
	101-225-924-100		CELL PHONES/DATA- J.J. STIPEND			50.00	
	101-225-957-000		GENERAL FUND PHYSICAL EXAMS			111.00	
	101-250-718-000		VISION INSURANCE BENEFITS			192.82	
	101-250-720-000		LIFE INSURANCE BENEFITS (A)			1,291.33	
	101-257-724-000		EDUCATION HOLZHEI			192.96	
	101-257-860-000		ASSESSING MILEAGE HOLZHEI			40.87	
	101-262-752-200		ELECTION MAILINGS & POSTAGE			576.68	
	101-262-756-000		ELECTION SUPPLIES			215.27	
	101-262-788-000		ELECTION MISC. EXPENSES			89.88	
	101-265-752-101		KITCHEN SUPPLIES			33.89	
	101-265-787-101		CLEANING & PAPER SUPPLIES			336.16	
	101-265-802-200		JANITORIAL & MAINTENANCE			1,340.75	
	101-265-864-000		FUEL			647.55	
	101-265-921-000		100012052419 6569 THORNBROOK ST S			1,295.94	
	101-265-923-000		COMPLEX HEATING- 5920 TAHOE DR SE			719.36	
	101-265-927-000		WS177971 COMPLEX WATER-SEWER			112.77	
	101-265-931-000		COMPLEX MAINTENANCE- TRASH/ RECYCLE			972.20	
	101-265-981-000		OFFICE EQUIPMENT			39.88	
	101-265-981-500		TOOLS/ SMALL EQUIPMENT MAINTENANCE			414.82	
	101-276-921-000		103036591347 7200 30TH ST			127.05	
	101-448-926-000		100011965082 2870 JACK SMITH AVE			11,972.15	
	101-652-861-200		TRANSPORTATION SERVICES			3,995.00	
	101-701-900-000		PRINTING & PUBLISHING			76.32	
	101-756-756-000		PARK OPERATING SUPPLIES			85.41	
	101-756-921-000		100012592265 2900 THORNAPPLE RIVER			307.52	
	101-756-927-000		WS2064692 TASSEL PARK IRRIGATION			346.81	
	101-756-935-000		PARK MAINTENANCE-TRASH/ RECYCLE			282.68	

INVOICE GL DISTRIBUTION REPORT FOR CASCADE CHARTER TOWNSHIP  
POST DATES 03/14/2024 - 03/14/2024  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN AS OF 03/14/2024

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
		101-803-921-000	100012592398 2839 THORNAPPLE RIVER			53.90	
		101-803-923-000	MUSEUM HEATING DTE ENERGY			106.10	
		101-803-927-000	WS2064703 MUSEUM WATER-SEWER			76.23	
		101-803-961-000	MUSEUM MAINTENANCE			308.78	
		101-901-974-000	CAPITAL OUTLAY - LANDIMP			321.75	
		101-966-995-005	1ST QRT REVENUE SHARING CONTRIBUTION			10,000.00	
		101-966-995-006	GENERAL FUND ALLOCATION TO FIRE FUND			33,333.34	
		206-250-718-000	VISION INSURANCE BENEFITS			265.45	
		206-250-720-000	LIFE INSURANCE BENEFITS (A)			1,309.76	
		206-336-726-000	FIRE TRAINING			363.47	
		206-336-727-000	FIRE OFFICE SUPPLIES			71.66	
		206-336-745-000	FIRE FUELS			2,657.72	
		206-336-752-000	SUPPLIES			37.58	
		206-336-768-000	FIRE UNIFORMS			109.75	
		206-336-787-959	FIRE PROTECTIVE CLOTHING			735.90	
		206-336-850-000	ACCT # 8529 11 273 0047816 / SERVICE			189.70	
		206-336-863-000	VEHICLE MAINT			890.83	
		206-336-928-000	100012762959 2990 BUTTRICK AVE S			2,193.43	
		206-336-936-000	FIRE STATION MAINT			462.43	
		206-336-936-002	FIRE STATION MAINT/BUTTRICK- TRASH/ R			951.37	
		206-336-938-000	FIRE EQUIPMENT MAINT			756.79	
		206-336-939-000	FIRE COPIER/LEASE/SERVICE			99.00	
		208-751-921-000	100041772151 6803 BURTON ST SE@B			307.88	
		208-751-923-000	HEATING/UTILITY -6803 BURTON ST SE			482.18	
		216-758-931-000	MAINT & REPAIR			242.79	
		216-901-974-000	CAPITAL OUTLAY - LANDIMP			12,111.00	
		218-344-726-000	HAZMAT SUPPLIES			152.36	
		246-225-821-000	ADMIN ENGINEERING COSTS			1,148.00	
		248-190-821-000	ENGINEERING			10,955.75	
		248-190-861-100	TRANSPORTATION SERVICES			19,320.00	
		248-190-921-000	100063460503 5770 FOREMOST DR S			1,412.71	
		248-190-922-000	STREETLIGHTS			1,309.00	
		249-000-237-000	DUE TO I.R.F.- S&W CONNECTIONS			13,554.00	
		249-000-607-200	ELECTRICAL PERMITS			100.00	
		249-250-718-000	VISION INSURANCE BENEFITS			167.92	
		249-250-720-000	LIFE INSURANCE BENEFITS (A)			847.17	
		249-371-860-000	MILEAGE - BENOIT			4,248.30	
		249-371-923-000	103036932491 5920 TAHOE DR SE			962.98	
		249-964-964-100	PERMITS DUE TO LOWELL TWP			1,845.00	
		249-964-964-200	PERMITS DUE TO VERGENNES TWP			874.80	
		249-964-964-300	PERMITS DUE TO GR TWP			3,772.00	
		249-964-964-400	PERMITS DUE TO ADA TWP			3,573.00	
		249-964-964-500	PERMITS DUE TO EAST GR			2,588.40	
		249-964-964-600	PERMITS DUE PLAINFIELD			9,211.00	
		249-964-964-800	PERMITS DUE CASCADE TWP			12,756.70	
		271-790-802-200	JANITORIAL & MAINTENANCE			3,713.58	
		271-790-921-000	100000284784 2870 JACK SMITH AVE S			3,896.19	
		271-790-923-000	LIBRARY HEATING DTE ENERGY			1,220.71	
		271-790-931-000	LIBRARY MAINTENANCE- TRASH/ RECYCLE			1,407.72	
		271-901-970-000	CAPITAL OUTLAY - FFE			11,812.50	
		271-901-974-271	LIBRARY FRIENDSHIP PARK			181.57	
		703-000-222-110	KENT COUNTY - OPERATING			422.01	
		703-000-222-111	KENT COUNTY - INTEREST			29.19	



# CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE Grand Rapids, Michigan 49546-7140

**REQUEST FOR BOARD ACTION**  
**MEETING DATE: March 13, 2024**

**ITEM: 2024 Local Roads Program with Kent County Road Commission**

**PRESENTER:**

Aric Thorne, Township Engineer

**INDIVIDUAL PRESENT:**

**EXECUTIVE SUMMARY:**

Each year the Township partners with the Kent County Road Commission (KCRC) to target local roads in need of surface treatment measures. This program allows KCRC and the Township to remain on schedule with maintenance and rehabilitation of local roads. Providing the proper treatment at the proper time in the roads' life cycles is an efficient and responsible use of dollars, thus ensuring the longevity of those roads. KCRC continues to offer 50/50 split cost-sharing.

Projects are selected by reviewing road condition ratings throughout the Township, user volumes, and with consideration to ongoing and future capital improvement projects. The scope of 2024's local road improvements was designed to fit within the Township's \$400,000 budget (meaning an \$800,000 project total). Attached is the list of targeted road segments, treatments, and proposed costs for 2024.

KCRC has informed the Township that early contract awards have exceeded the budget estimates. The proposed cost now totals \$1,247,000, which would require a \$623,500 Township contribution, or \$223,500 more than the original budget. While reducing the project's scope to fit within the original Township budget is always an option, KCRC has indicated that they will fund their half of the increased cost. Finding a way to fund the increased budget for the Township's portion would maximize the use of KCRC's resources.

Township Administration has identified a potential source for the budget increase: the Board may choose to direct a portion (less than eight percent) of the IRF Fund's (#246) fund balance to this infrastructure project that provides Township-wide benefits.

**STRATEGIC PLANS/GOALS:**

N/A

**BUDGET IMPLICATIONS:**

The first \$400,000 of the project has been included in the 2024 budget (101-446-821-000 ROAD OVERLAYS). A \$223,500 budget amendment, with the IRF Fund #246 being used as the source, will fully fund the project. The IRF Fund can easily absorb this amendment.

**IMPLEMENTATION PLAN:**

The Township must sign and return work orders to KCRC. Contractor award, scheduling, and all construction services congruent to the completion of the construction are the responsibility of KCRC to fulfill.

**DIRECTOR'S RECOMMENDATION:**

N/A

**MANAGER'S RECOMMENDATION:**

Approve

**ACTION REQUESTED:**

Sign work orders to enter into a cost-sharing agreement with KCRC to complete the road improvement projects, as attached. Also, approve a budget amendment as follows to provide full funding for the Township's portion of costs.

<u>Fund</u>	<u>Line Item</u>	<u>Description</u>	<u>Adopted Budget</u>	<u>Increase</u>	<u>Amended Budget</u>
IRF	246-901-974-000	Capital Outlay – Land Imp	\$0	\$223,500	\$223,500

**ATTACHMENTS:**

1. 2024 Local Roads Program Summary
2. Location Maps

**2024 Local Roads Program Summary**

Full Depth Mill and Fill					
Road Segment	From	To	Miles	Cost (TWP)	Cost (KCRC)
Kendrick St SE	Patterson Ave SE	End	0.231	\$ 58,000	\$ 58,000
Kendrick Ct SE	Kendrick St SE	End	0.115	\$ 30,000	\$ 30,000
Corporate Grove Dr SE	52nd St SE	Corporate Exchange Blvd SE	0.373	\$ 91,500	\$ 91,500
Corporate Exchange Blvd SE	Patterson Ave SE	Executive Pkwy SE	0.781	\$ 127,000	\$ 127,000
Corporate Exchange Ct SE	Corporate Exchange Blvd SE	End	0.113	\$ 27,000	\$ 27,000
Executive Pkwy SE	End	End	0.304	\$ 73,500	\$ 73,500
Towncenter Ct SE	Broadmoor Ave SE	Towncenter Dr SE	0.255	\$ 7,000	\$ 7,000
Towncenter Dr SE	Patterson Ave SE	Transition to new pavement	0.053	\$ 56,000	\$ 56,000
<b>Subtotal</b>			2.225	\$ 470,000	\$ 470,000

Chip Seal					
Road Segment	From	To	Miles	Cost (TWP)	Cost (KCRC)
36th St SE	Quiggle Ave SE	Snow Ave SE	1.000	\$ 86,000	\$ 86,000
<b>Subtotal</b>			1.000	\$ 86,000	\$ 86,000

Micro Seal					
Road Segment	From	To	Miles	Cost (TWP)	Cost (KCRC)
Bridgewater Dr SE	Thornapple River Dr SE	End	0.512	\$ 14,845	\$ 14,845
Springline Ct SE	Bridgewater Dr SE	End	0.072	\$ 2,088	\$ 2,088
Sandy Point Ct SE	Bridgewater Dr SE	End	0.093	\$ 2,697	\$ 2,697
Middlebrook Ct SE	Bridgewater Dr SE	End	0.096	\$ 2,784	\$ 2,784
Hillsboro Ct SE	Bridgewater Dr SE	End	0.099	\$ 2,870	\$ 2,870
Riverton Ct SE (N)	Bridgewater Dr SE	End	0.107	\$ 3,102	\$ 3,102
Riverton Ct SE (S)	Bridgewater Dr SE	End	0.158	\$ 4,581	\$ 4,581
Denison Dr SE	Thornapple River Dr SE	End	0.138	\$ 4,001	\$ 4,001
Kilmer St SE	Thornapple River Dr SE	End	0.927	\$ 26,878	\$ 26,878
Kilmer St SE (Stub)	"Y-intersection"	End	0.126	\$ 3,653	\$ 3,653
<b>Subtotal</b>			2.328	\$ 67,500	\$ 67,500

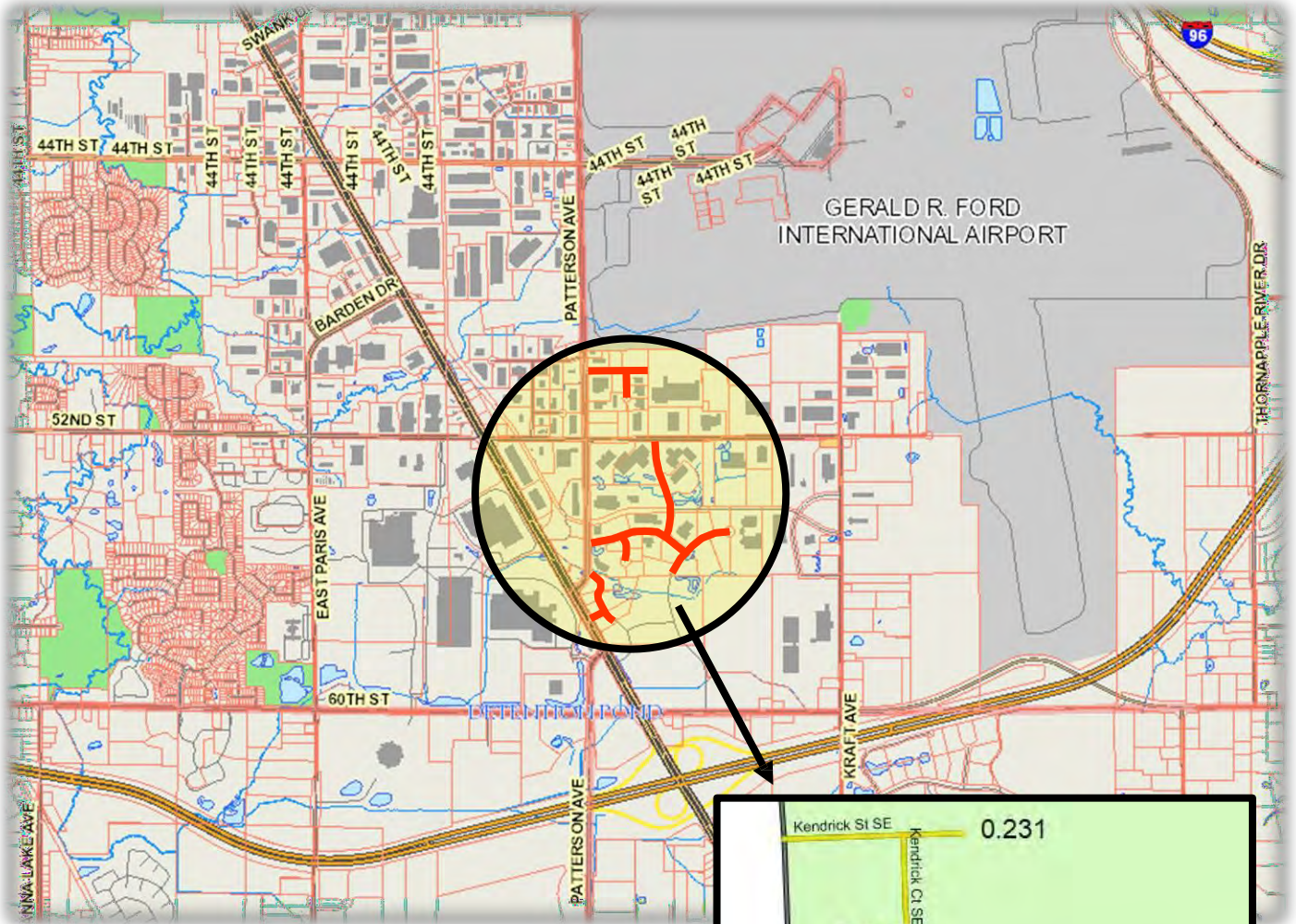
<b>Total</b>	5.553	\$ 623,500	\$ 623,500
--------------	-------	------------	------------

Mile length calculated at road segment centerline

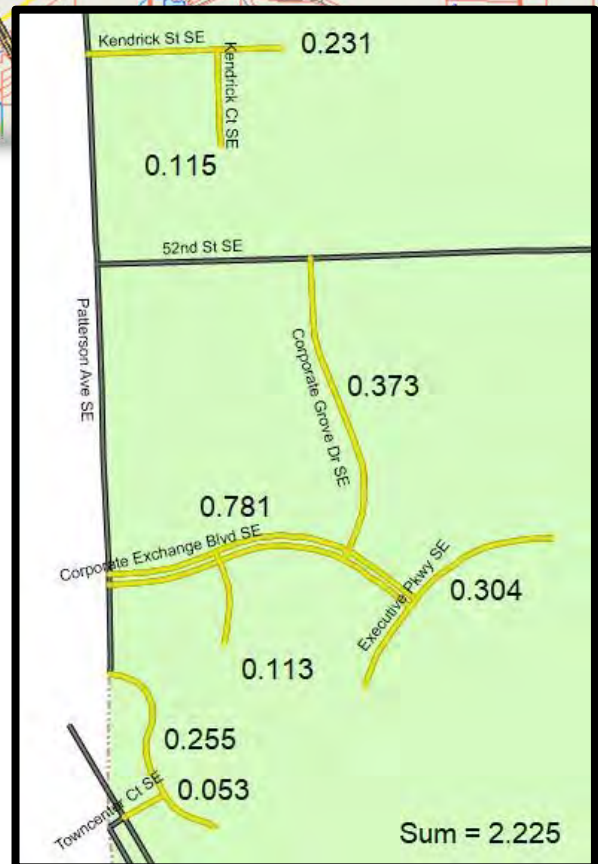
TWP = Cascade Charter Township

KCRC = Kent County Road Commission

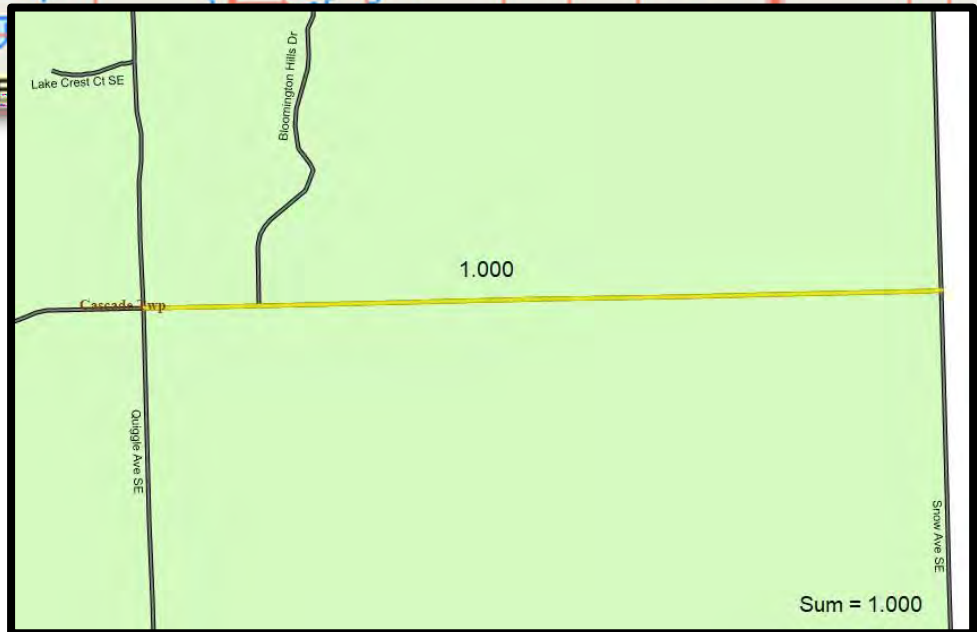
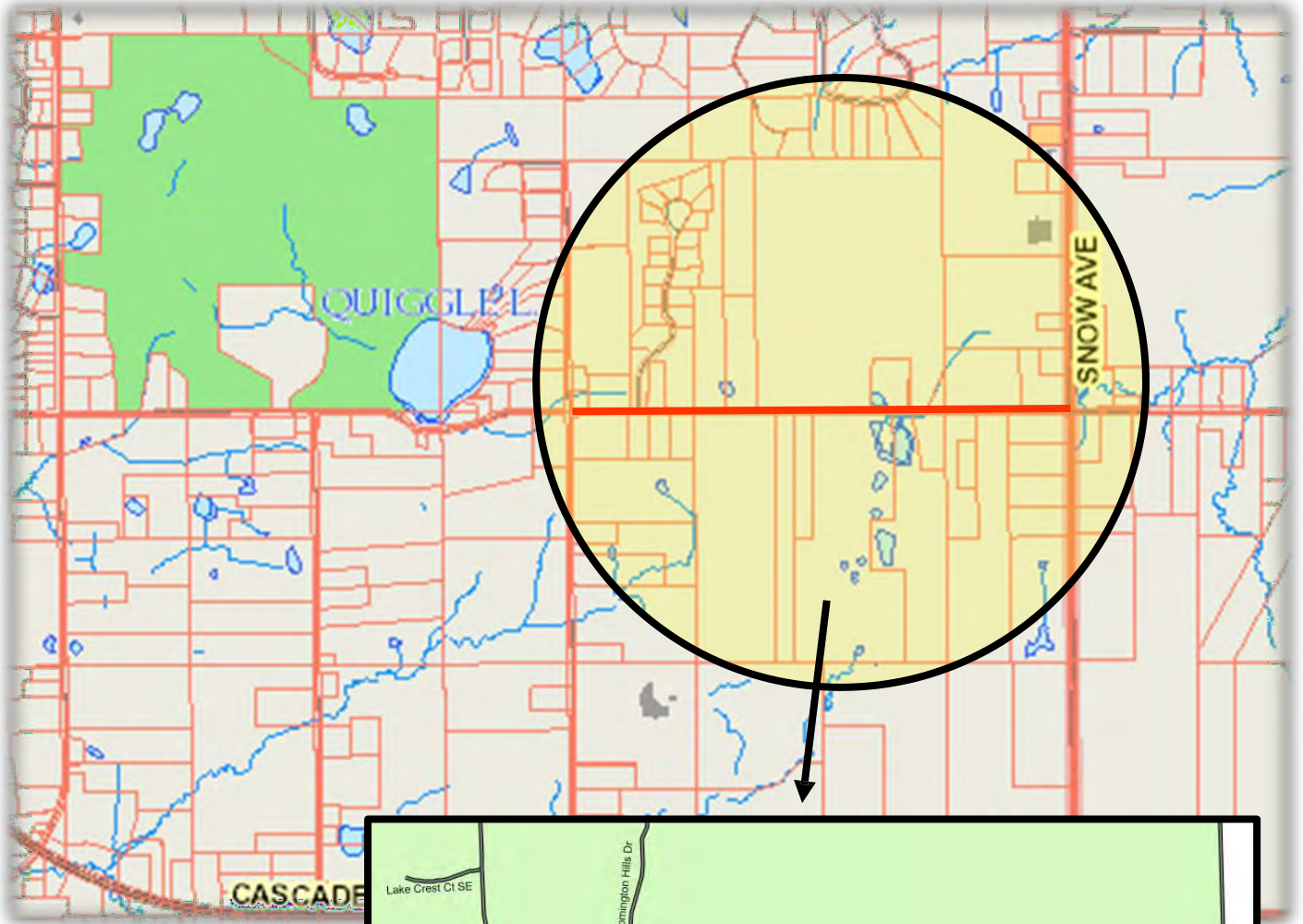
# Full Depth Mill and Fill



Kendrick St SE	0.231 mi
Kendrick Ct SE	0.115 mi
Corporate Grove Dr SE	0.373 mi
Corporate Exchange Blvd SE	0.781 mi
Corporate Exchange Ct SE	0.113 mi
Executive Pkwy SE	0.304 mi
Towncenter Ct SE	0.255 mi
Towncenter Dr SE	0.053 mi
<hr style="border-top: 1px dashed black;"/>	
<b>Total</b>	<b>2.225 mi</b>



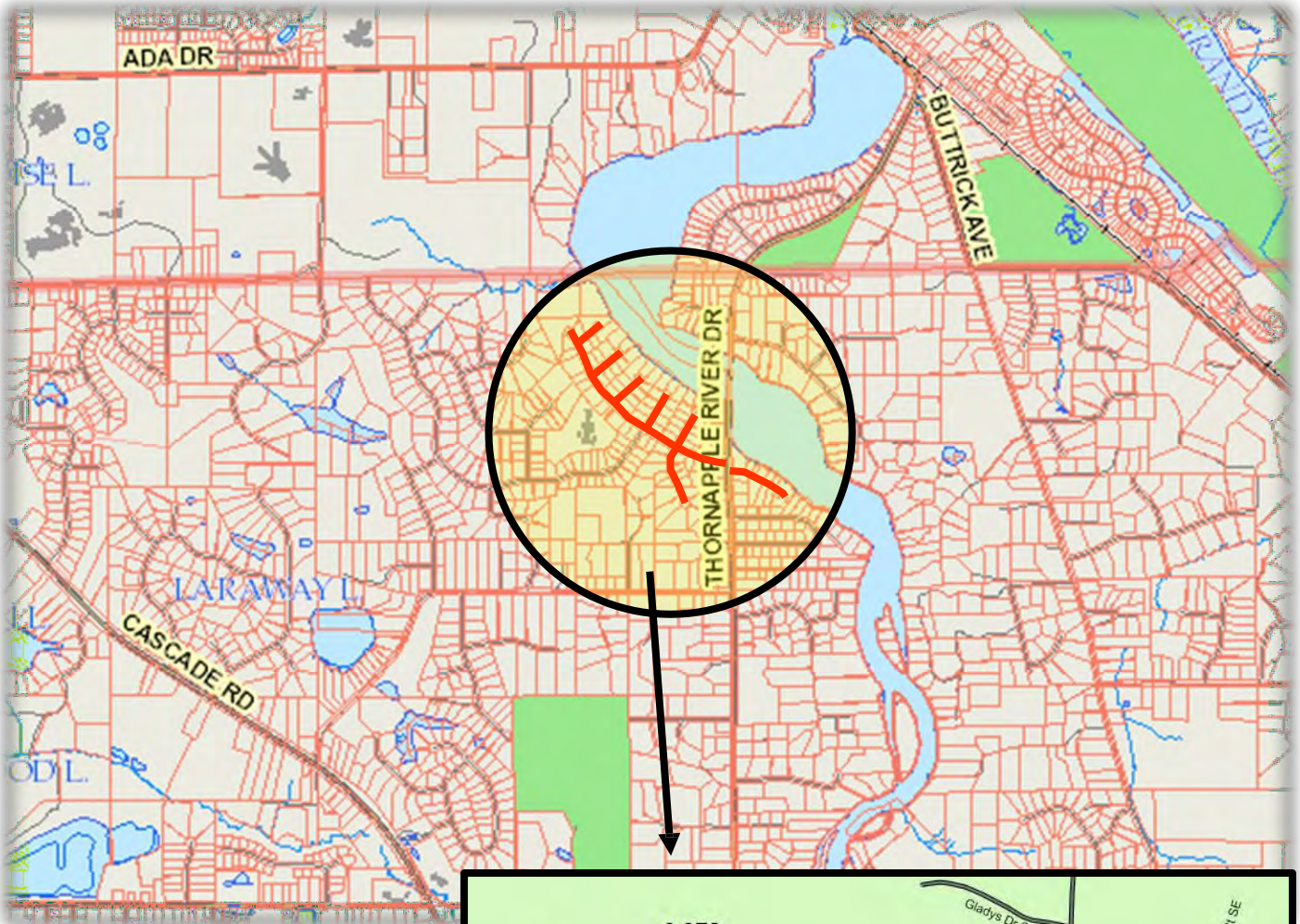
# Chip Seal



36th St SE                      1.000 mi

-----  
**Total**                              **1.000 mi**

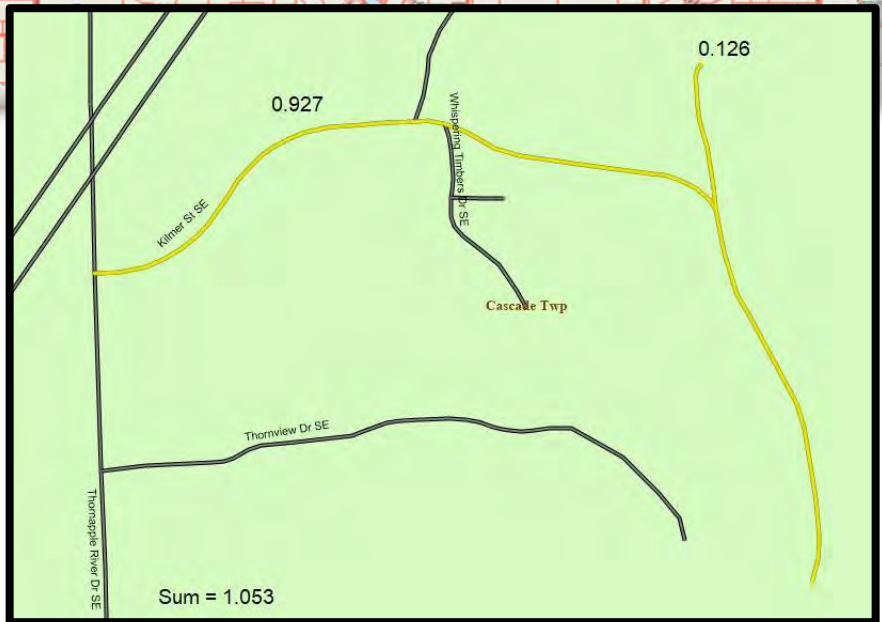
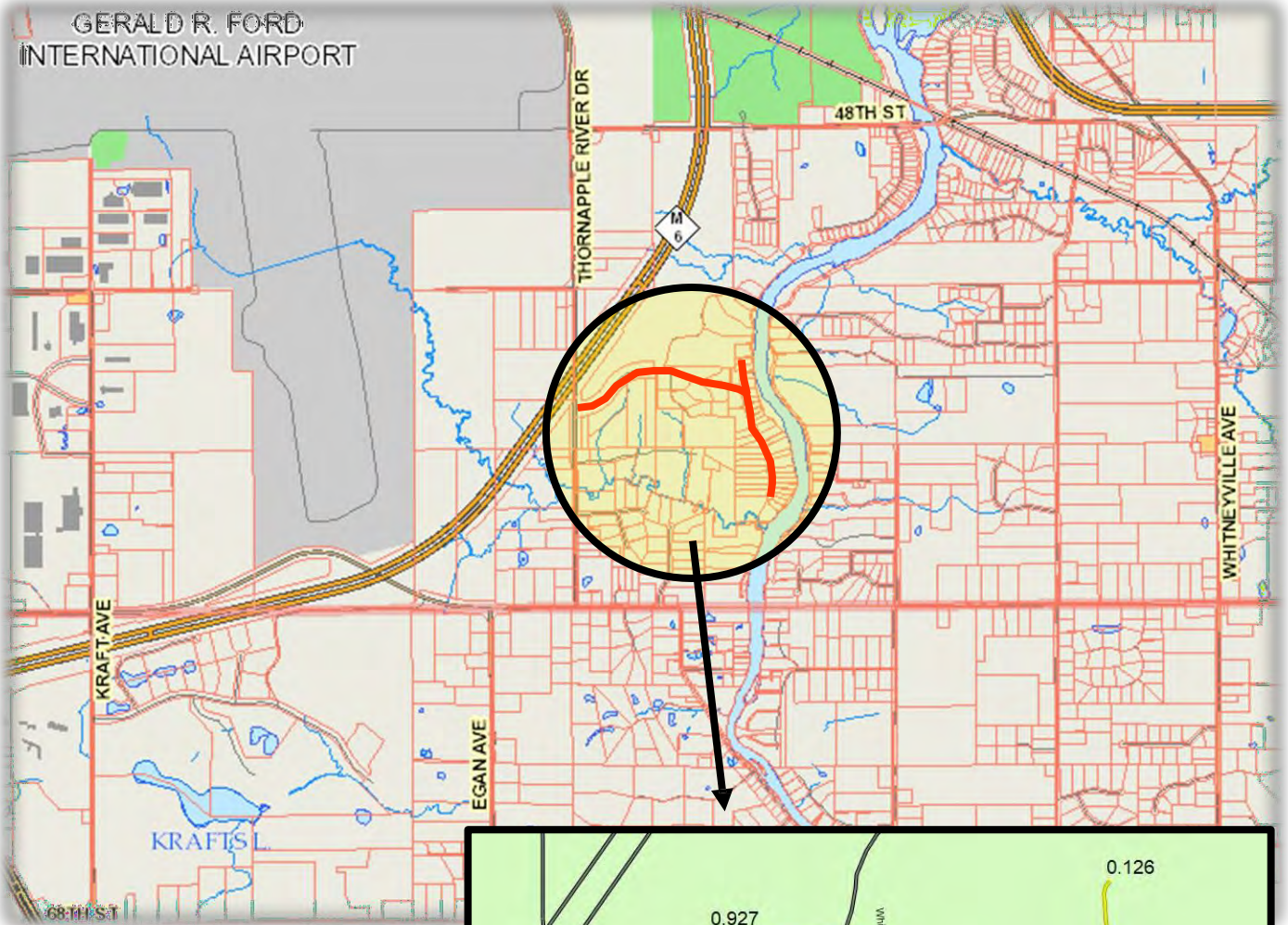
# Micro Seal



Bridgewater Dr SE	0.512 mi
Springline Ct SE	0.072 mi
Sandy Point Ct SE	0.093 mi
Middlebrook Ct SE	0.096 mi
Hillsboro Ct SE	0.099 mi
Riverton Ct SE (N)	0.107 mi
Riverton Ct SE (S)	0.158 mi
Denison Dr SE	0.138 mi
<hr style="border-top: 1px dashed black;"/>	
<b>Subtotal</b>	<b>1.275 mi</b>



# Micro Seal Cont'd



Kilmer St SE	0.927 mi
Kilmer St SE	0.126 mi
-----	
<b>Subtotal</b>	<b>1.053 mi</b>
<b>Total</b>	<b>2.328 mi</b>



# CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE Grand Rapids, Michigan 49546-7140

**REQUEST FOR BOARD ACTION**  
**MEETING DATE: March 13, 2024**

**ITEM:** Consider participation in “Hero to Hero” military veteran staffing program

**PRESENTER:** Adam Magers, Fire Chief

**INDIVIDUAL PRESENT:** Chief Magers

**EXECUTIVE SUMMARY:** Hero to Hero is a non-profit organization that connects qualified military veterans with first responder careers. This organization connects the veteran with an interest in a career as a first responder to his/her department they live nearby. Hero to Hero provides funding to pay and train the veteran at no cost to the department. Funding and training last between 4 to 6 months. In return, if the veteran is a good fit, the candidate will be considered for an employment position. Cascade Fire maintains both full-time and part-time firefighter positions. Currently, the department is struggling to fill part-time/paid on-call positions. This opportunity presents an “outside the box” plan to address some of our staffing needs as well as support our military veterans that often have difficulty transitioning to civilian careers.

**STRATEGIC PLANS/GOALS:** Address department staffing needs at no cost, while supporting military veterans.

**ACTION REQUESTED:** Seeking board approval to participate in the Hero-to-Hero program, if/when a local active-duty military veteran applies. (One soldier potentially in the program fall of 2024.)

**BUDGET IMPLICATIONS:** A set of uniforms for a qualified candidate.

**IMPLEMENTATION PLAN:** If approved by the Township Board, Chief Magers will sign an MOU with Hero to Hero and await candidates/applications. Once a veteran is connected with the department, veteran will work/train with the department for 120-180 days, paid for by Hero to Hero. At the completion, if candidate is a good fit, candidate will be considered for any open firefighter position in the department.

**DIRECTOR'S RECOMMENDATION:** N/A

**MANAGER'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:**

**ATTACHMENTS:**

1. Sample MOU between Hero to Hero and Cascade Township Fire Department.
2. Hero to Hero overview sheet.
3. Frequently asked question sheet regarding liability.



# Hero to Hero



Transitioning America's Heroes

## CORE OFFER

---



TRAINING



JOB  
PLACEMENT



**First Responder**

## TYPE

---

Nonprofit Organization

## FUNDING SOURCES

---

Various donors who create a low or no cost program for our participants

## WEBSITES / SOCIAL MEDIA

---

<https://www.herotohero.org/>

## PROGRAM LEAD

---

Christopher Shea, President

## POINT OF CONTACT

---

[Info@herotohero.org](mailto:Info@herotohero.org)

[Seanaz@herotohero.org](mailto:Seanaz@herotohero.org)

## THE ESSENCE

---

Hero to Hero focuses on connecting qualified military personnel with **first responder** careers. Hero to Hero will:

- Match you with an Education / Employment Partner
- Education / Employment Partner provides 3-6 months training
- Employment Partner ==> Job Offer
- Education Partner ==> Certification

## KEY PROGRAMS

---

Education or Employment, including On The Job Training (OJT) and Employment Skills Training Programs

## REQUIRED PAPERWORK

---

Application with Essay

- ASVAB Scores
- Physical Readiness Scores
- Periodic Performance Evaluations (last three)

## LENGTH OF PROGRAM

---

- 120 days - 180 days
- Each program varies

## TRAINING AND JOB PLACEMENT LOCATIONS

---

- New Haven and Windsor Locks, CT
- Virginia Beach, VA
- Fairfax County, VA
- **Additional Sites**

## Participant Liability Addressed

Seana Zimmer

Tue 8/22/2023 3:43 PM

To:Seana Zimmer <seanaz@herotohero.org>

Liability is a common question from potential placement organizations and is best answered within the [FAQ section of the DOD SkillBridge website](#): *Is the SkillBridge program partner responsible for a participating service member's medical care, disability, and workman's compensation if they are injured or die while participating in the SkillBridge program? **No. The service member remains employed by the Department of Defense.** The service member's parent service will continue to be responsible for all pay and benefits for the member during their period of participation in the SkillBridge program.*

Seana Zimmer (she/her)

Administrative Assistant

Hero to Hero

Alexandria, VA

[www.herotohero.org](http://www.herotohero.org)

info@herotohero.org



Transitioning America's Heroes



# CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE Grand Rapids, Michigan 49546-7140

**REQUEST FOR BOARD ACTION**  
**MEETING DATE: March 13, 2024**

**ITEM:** Consider approval of purchase of two 2024 Ford F250 4X4 pickup trucks for Buildings and Grounds Department from Lunghamer Ford.

**PRESENTER:** Melanie Manion

**INDIVIDUAL PRESENT:**

**EXECUTIVE SUMMARY:** The Buildings and Grounds Department has one truck for each full-time staff person. These trucks are essential in the course of their work, including, but not limited to snow plowing, transporting tools and equipment, transporting materials and supplies, and disposing of waste and debris. These vehicles were slated to be replaced previously but were not. Now vehicles are more than double their expected life span of 5 years. As a result, repairs to the vehicles are accruing.

The approved 2024 budget includes \$100,000 to purchase two 2024 Ford F250 pickup trucks to replace trucks that are 10 and 12 years old. Staff worked with a dealership that participates with MiDeal to secure two trucks that meet the demands of the work performed for \$96,100.

Staff recommend the purchase of these new trucks. The old trucks will be auctioned off with other retired equipment. Revenue will be added to the General Fund. Staff also recommend transitioning the trucks to a carbonized gray metallic color to help with the aesthetics of the trucks.

**STRATEGIC PLANS/GOALS:** Cascade Township Strategic Plan 2022; Parks and Trails; Priority 1; Task 1-2. Ensure sufficient resources in the annual budget for routine and long-term parks maintenance costs.

**BUDGET IMPLICATIONS:** \$100,000 expenditure from General Fund.

**IMPLEMENTATION PLAN:** Upon approval by the Board of Trustees, Township staff will begin the process of purchasing the chipper.

**DIRECTOR'S RECOMMENDATION:** Approval

**MANAGER'S RECOMMENDATION:** Approval

**ACTION:** I move to approve the purchase of two F250 trucks from Lunghamer Ford of Owosso.

**ATTACHMENTS:**

- Truck bid from Lunghamer Ford of Owosso.



February 21, 2024

Cascade Charter Township  
Attn: Jason Beaton  
5920 Tahoe Dr. SE  
Grand Rapids, MI 49546-7123

Dear Jason Beaton:

Price on 2024 Vehicle State of Michigan Contract# 071B770180 and Macomb County Contract# 21-18 Bid:

**2024 Ford F550 Regular Cab 4x4 Chassis 60" CA, 145" WB in Gray \$66,000.00 ea**

**Order Cutoff Date: TBD.**

Standard Service Contract: 36,000 miles or 36 months factory Bumper to Bumper Warranty and 60,000miles 60 months Powertrain Warranty. Service to be handled by your local Ford Dealer.

Ford Motor Company does not guarantee delivery---Ford Motor Company will make reasonable efforts to schedule orders received prior to fleet order cut-off date.

Payment requirements: All departments to pay on delivery of vehicle. 30-day grace period will be given if previous arrangements have been made. A \$9.50 per day floor plan will be charged if payment is not at the dealership within 30 days of delivery of the vehicle (s).

If you have any questions please call me, 888-92-FLEET (923-5338)

Respectfully Submitted,

*Bill Campbell*

Bill Campbell  
Government & Fleet Sales

1960 E Main St Owosso, MI 48867, 888-92-FLEET (888.923.5338) Fax 517-625-5832

## 2024 F-550 DRW-Chassis Cab Reg. Cab, SuperCab, Crew Cab Major Standard Equipment

### MECHANICAL

- Brakes – Four-wheel Disc Brakes; Anti-lock Brake System
- Electronic-Shift-On-the-Fly (ESOF) (4x4 only)
- Engine
  - 7.3L 2V DEVCT NA PFI V8 Gas Standard
- Operator Commanded Regeneration (OCR) (6.7L Power Stroke Diesel engine only)
- Transmission – Ten-Speed Automatic Transmission with Neutral Idle and Selectable Drive Modes: Normal, Eco, Slippery Roads, Tow/Haul
- Transmission Power Take-Off Provision

### EXTERIOR

- Bumper – front, black painted
- Fender vents – front
- Fuel Tank
  - 40-gallon aft axle
- Glass – solar-tinted
- Grille – black painted
- Scuff plates – front, color-coordinated
- Splash Guards/Mud Flaps – Front (F-450/550/F-600 only)
- "Three Blink" Lane change signal
- Tires
  - 225/70Rx19.5G BSW A/P
- Tow hooks – front (2)
- Trailer wiring – 7 wire harness w/relays, blunt cut & labeled
- Wheels
  - 19.5" Argent Painted Steel
  - Manual Locking Hubs (4x4)
- Windshield Wipers – intermittent

### INTERIOR/COMFORT

- 8" LCD Productivity Screen: Includes menus for Gauge Setup, Trip Computer, Fuel Economy and Towing/Off-Road applications
- 12V Powerpoint, auxiliary
- Air conditioning – single-zone, manual
- Air conditioning vents – black w/chrome ring and knob
- Cabin Air Particulate Filter
- Door-trim – armrest/grab handle and reflector
- Floor covering – black, full length vinyl
- Mirror – rearview 11.5" day/night
- Outside Temperature Display
- Power Equipment Group – 1 st row (front-seat) windows w/one-touch up/down, power 2nd row (rear-seat) windows (Super/Crew Cab); power/door-locks w/backlit switches & accessory delay
- Seat – Front, HD vinyl, 40/20/40 split bench w/center armrest, cupholder and storage (manual lumbar – driver's side)
- Steering – power
- Steering wheel – black urethane with tilt and telescoping steering wheel/column; includes three (3) button message control

- Sun visors – color-coordinated vinyl, driver w/pocket, passenger w/uncovered mirror insert with 6 inch overhead
- Upfitter switches – 6 located in Overhead Console
- Window – Rear, fixed

### SAFETY/SECURITY

- AdvanceTrac® with RSC® (Roll Stability Control™)
- Belt-Minder® (front safety belt reminder)
- Driver and passenger frontal airbag; passenger side deactivation switch
- Headlamps – Quad beam jewel effect halogen
- Lamps – Roof marker/clearance – LED
- Mirrors – manually telescoping/folding trailer tow with power/heated glass, heated convex spotter mirror, integrated clearance lamps/turn signals
- Remote keyless entry
- Safety Belts – w/height adjustment (front-outboard seating positions only)
- Safety Canopy® System (incl. side-curtain airbags)
- Stationary Elevated Idle Control (SEIC)
- SecuriLock® Passive Anti-Theft System (PATS)
- SOS Post-Crash Alert System™

### FORD CO-PILOT360™ TECHNOLOGY

- Audible Lane Departure Warning
- AutoLamp – Auto On/Off Headlamps
- Cruise Control (Steering wheel-mounted)
- Pre-Collision Assist (PCA) with Automatic Emergency Braking (AEB)

### FUNCTIONAL

- Alternators:
  - 7.3L 2 Valve Gas – 240 AMP
  - 6.7L 4 Valve OHV Power Stroke® V8 Turbo Diesel – 220 AMP
- Audio – AM/FM stereo (four (4) speakers)
- Battery
  - 750 CCA, 78 AH Single
- FordPass™ Connect 4G Wi-Fi Modem
  - 4G LTE Wi-Fi hotspot connects up to 10 devices
  - Remotely start, lock and unlock vehicle
  - Schedule specific times to remotely start vehicle
  - Locate parked vehicle
  - Check vehicle status
- Stabilizer bars – front & rear
- SYNC® 4
  - Enhanced Voice Recognition Communication and Entertainment
  - 911 Assist®
  - 8" LCD Center Stack screen
  - AppLink®
  - Smart-Charging USB port – one (1)
  - Trailer Brake Controller

18,000# GVWR, 11,390 PAYLOAD Reg. Cab 145 WB, CA 60", 18,000# GVWR, 11,140 PAYLOAD  
 **Base Price (F5G/660a) 4x2** **\$50,958.00**  
 **Base Price (F5H/660a) 4x4** **\$53,580.00**

18,000# GVWR, 11,370 PAYLOAD Reg. Cab WB 169, CA 84", 18,000# GVWR, 11,000 PAYLOAD  
 **Base Price (F5G/660a) 4x2** **\$51,116.00**  
 **Base Price (F5H/660a) 4x4** **\$53,733.00**

18,000# GVWR, 11,220 PAYLOAD Reg. Cab 193 WB, CA 108", 18,000# GVWR, 10,810 PAYLOAD  
 **Base Price (F5G/660a) 4x2** **\$51,274.00**  
 **Base Price (F5H/660a) 4x4** **\$53,887.00**

18,000# GVWR, 11,090 PAYLOAD Reg. Cab WB 205, CA 120", 18,000# GVWR, 10,780 PAYLOAD  
 **Base Price (F5G/660a) 4x2** **\$51,428.00**  
 **Base Price (F5H/660a) 4x4** **\$54,045.00**

18,000# GVWR, 11,000 PAYLOAD SuperCab WB 168, CA 60", 18,000# GVWR, 10,700 PAYLOAD  
 **Base Price (X5G/660a) 4x2** **\$53,025.00**  
 **Base Price (X5H/660a) 4x4** **\$56,179.00**

18,000# GVWR, 10,910 PAYLOAD SuperCab WB 192, CA 84", 18,000# GVWR, 10,600 PAYLOAD  
 **Base Price (X5G/660a) 4x2** **\$53,178.00**  
 **Base Price (X5H/660a) 4x4** **\$56,337.00**

18,000# GVWR, 10,930 PAYLOAD Crew Cab WB 179, CA 60", 18,000# GVWR, 10,600 PAYLOAD  
 **Base Price (W5G/660a) 4x2** **\$53,796.00**  
 **Base Price (W5H/660a) 4x4** **\$56,955.00**

18,000# GVWR, 10,820 PAYLOAD Crew Cab WB 203, CA 84", 18,000# GVWR, 10,520 PAYLOAD  
 **Base Price (W5G/660a) 4x2** **\$53,955.00**  
 **Base Price (W5H/660a) 4x4** **\$57,118.00**

<u>Available Standard Options</u>	<u>Option</u>	<u>Price</u> <u>Reg.&amp;Super/CrewCab</u>
<input checked="" type="checkbox"/> <b>6.7L Power Stroke 4V Diesel V8 (B20)/10-Spd Auto.</b>	<b>99T/44G</b>	<b>9,995.00</b>
<input type="checkbox"/> CNG/LPG Fuel Capable Engine (Gas Engine Only)	98G	315.00
<input checked="" type="checkbox"/> <b>Engine Block Heater</b>	<b>41H</b>	<b>100.00</b>
<input checked="" type="checkbox"/> <b>Seats, 40/20/40 Split Bench Vinyl</b>	<b>AS</b>	<b>Standard</b>
<input type="checkbox"/> Seats, 40/20/40 Split Bench Cloth	1S	100.00/315.00
<input type="checkbox"/> Seat, Vinyl 40/Mini-Console/40 (Regular Cab only)	LS	355.00
<input type="checkbox"/> Seats, Cloth 40/Mini-Console/40	4S	515.00/615.00
<input type="checkbox"/> LT225/70Rx19.5G BSW Traction, incl. 4-Traction on the rear & 2 A/S tires on the front, Option Spare is A/S	TGM	190.00
<input type="checkbox"/> LT225/70Rx19.5G BSW Max Traction-4x4 only, Continental, Incl. 4-traction tires on the rear & 2 traction tires on the front-	TGK	215.00
<input type="checkbox"/> 6-Ton Hydraulic Jack	61J	55.00
<input type="checkbox"/> Spare Tire & Wheel-Includes 6-ton Hydraulic Jack	512	350.00
<input type="checkbox"/> Stainless Steel Wheel Cover	945	500.00
<input type="checkbox"/> Rapid-Heat Supplemental Cab Heater (6.7L Diesel Only)	41A	250.00

<input type="checkbox"/>	Engine Idle Shutdown Timer (Can Be Set 1-30 Minutes)	86K	250.00
<input checked="" type="checkbox"/>	<b>Axle, Limited Slip</b>	<b>X4N/X4L/X8L</b>	<b>395.00</b>
<input type="checkbox"/>	<b>XL Chrome Pkg.</b> (Chrome front bumper, Bright Grille, Power Sliding Rear Glass w/Rear Window Defrost (Super Cab and Crew Cab Only), Remote Start, and Halogen Fog Lamps)	<b>96V</b>	<b>225.00</b>
<input type="checkbox"/>	Dual Alternator 410 AMP w/Dual Batteries (7.3L Gas Only)	67B/86M	325.00
<input checked="" type="checkbox"/>	<b>Dual Alternator 410 AMP (6.7L Diesel Only)</b>	<b>67B</b>	<b>115.00</b>
<input type="checkbox"/>	Dual Batteries (68 Amp/65AGM) (Gas Engine Only)	86M	210.00
<input type="checkbox"/>	110V/400W Outlet (Includes Dual Alternators 410 AMP (67B))	43C/67B/86M	290.00
<input type="checkbox"/>	<b>Fuel Tank-26.5 Gallon Mid-Ship-Replaces 40 gal. aft-axle tank</b>	65M	125.00
<input type="checkbox"/>	<b>Fuel Tank-Dual Diesel</b> (Adds 26.5 Gal. Mid-Ship to the 40 Gal.Aft.)	65C	625.00
<input type="checkbox"/>	Keys Extra (Regular) \$75.00 x ___ =	Sig	75.00
<input type="checkbox"/>	Keys Extra (With Power Group) \$220.00 x ___ =	Sig	220.00 ea
<input checked="" type="checkbox"/>	<b>Trailer Tow Package High Capacity-Requires 6.7L Diesel and 4.30 LS Rear Axle, Increases GCWR 26,000# to 28,000#</b>	<b>535</b>	<b>1,080.00</b>
<input type="checkbox"/>	Payload Upgrade Package (7.3L V8 & 145" WB Only, Inc. 4.88 LS Axle, Increases GVWR from 18,000# to 19,000#)	68U	1210.00
<input type="checkbox"/>	Payload Plus Upgrade Package(N/A w 145"WB w/Gas Engine, Inc. 4.88 LS Axle, Increases GVWR from 18,000# to 19,500#)	68M	1550.00
<input type="checkbox"/>	Low Deflection Package-recommended for rear-biased loading, such as wreckers/retriever application, N/A with 141" WB	86S	110.00
<input checked="" type="checkbox"/>	<b>Cab Steps-Black Molded</b>	<b>18B</b>	<b>320.00/445.00</b>
<input type="checkbox"/>	Snow Plow Prep Package <b>(Not Available w/Option Codes 67P, 67X or 67H Suspension Packages)</b>	473	250.00
<input type="checkbox"/>	Extra HD Front End Suspension – GAWR 7,500 lbs <b>(N/A w/Snow Plow Prep)</b>	67P	285.00
<input type="checkbox"/>	Extra Heavy Suspension Package <b>(N/A w/Snow Plow Prep)</b>	67X	125.00
<input type="checkbox"/>	Suspension Package Heavy Service <b>(N/A w/Snow Plow Prep)</b>	67H	125.00
<input type="checkbox"/>	Exterior Back up Alarm	76C	140.00
<input checked="" type="checkbox"/>	<b>Rearview Camera Prep Kit for Box Delete (Includes Loose Camera and Wiring Bundle)</b>	<b>872</b>	<b>415.00</b>
<input type="checkbox"/>	360-Degree Dual Beacon LED Warning Strobes-Amber	91S/59H	650.00
<input type="checkbox"/>	Wheel Well Liners, Front	61L	180.00
<input type="checkbox"/>	Ambulance Prep Package(6.7L Diesel Engine Only)	47A	1205.00

**Total Price \$66,000.00 ea**

Colors for F-550

<u>Exterior Colors</u>	<u>Interior Steel (Grey)</u>	
Race Red	[PQ]	[ ]
Antimatter Blue Metallic	[HX]	[ ]
Iconic Silver Metallic	[JS]	[ ]
Agate Black	[UM]	[ ]
Oxford White	[Z1]	[ ]
<b>Carbonized Gray Metallic</b>	<b>[M7]</b>	<b>[x]</b>
Darkened Bronze Metallic	[LJ]	[ ]
<b>SPECIAL PAINT</b>		
<b>School Bus Yellow Add \$660.00</b>	<b>[BY]</b>	<b>[ ]</b>
<b>Omaha Orange Add \$660.00</b>	<b>[MB]</b>	<b>[ ]</b>
<b>Green Gem Add \$660.00</b>	<b>[W6]</b>	<b>[ ]</b>



# CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE Grand Rapids, Michigan 49546-7140

**REQUEST FOR BOARD ACTION**  
**MEETING DATE: March 13, 2024**

**ITEM:** Consider approval of purchase of a 2024 Ford F550 4X4 dump truck for Buildings and Grounds Department from Lunghamer Ford.

**PRESENTER:**

**INDIVIDUAL PRESENT:**

**EXECUTIVE SUMMARY:** The Buildings and Grounds Department routinely utilizes a dump truck to transport materials and debris, including, but not limited to, mulch, soil, branches, lumber and stone. Additionally, the dump truck is used for snow plowing. This vehicle was previously slated to be replaced, but a smaller F350 with lift gate was purchased instead. That truck is at its life expectancy and does not have the hauling capacity needed. As a result, the 23-year-old dump truck, with severe mechanical issues, is still used routinely.

The approved 2024 budget includes \$86,000 to purchase a new dump truck. Staff worked with a dealership that participates with MiDeal to secure a 2024 F550 4X4 Chassis that meets the demands of the work performed for \$66,000. Staff acquired three quotes for the dump body. Knapheide (via Lunghamer Ford) and B & B Truck Equipment bid \$17,224.25 and \$15,905.32, respectively.

Staff are recommending the purchase of the dump truck chassis and dump body from Lunghamer Ford. Although the dump bed quote from Knapheide is the higher bid, the bed is of greater quality. The old truck will be auctioned off with other retired equipment. Staff also recommend transitioning the trucks to a carbonized gray metallic color to help with the aesthetics of the trucks.

**STRATEGIC PLANS/GOALS:** Cascade Township Strategic Plan 2022; Parks and Trails; Priority 1; Task 1-2. Ensure sufficient resources in the annual budget for routine and long-term parks maintenance costs.

**BUDGET IMPLICATIONS:** \$ 83,224.25 expenditure from General Fund.

**IMPLEMENTATION PLAN:** Upon approval by the Board of Trustees, Township staff will begin the process of purchasing the new dump truck.

**DIRECTOR'S RECOMMENDATION:** Approval

**MANAGER'S RECOMMENDATION:** Approval

**ACTION:** I move to approve the purchase of the 2024 Ford F550 Chassis and dump body from Lunghamer Ford of Owosso.

**ATTACHMENTS:**

- Dump truck bid from Lunghamer Ford of Owosso.
- Dump truck body bid from Knapheide/Lunghamer Ford of Owosso.
- Dump truck bid from B&B Truck Equipment



February 21, 2024

Cascade Charter Township  
Attn: Jason Beaton  
5920 Tahoe Dr. SE  
Grand Rapids, MI 49546-7123

Dear Jason Beaton:

Price on 2024 Vehicle State of Michigan Contract# 071B770180 and Macomb County Contract# 21-18 Bid:

**2024 Ford F550 Regular Cab 4x4 Chassis 60" CA, 145" WB in Gray \$66,000.00 ea**

**Order Cutoff Date: TBD.**

Standard Service Contract: 36,000 miles or 36 months factory Bumper to Bumper Warranty and 60,000miles 60 months Powertrain Warranty. Service to be handled by your local Ford Dealer.

Ford Motor Company does not guarantee delivery---Ford Motor Company will make reasonable efforts to schedule orders received prior to fleet order cut-off date.

Payment requirements: All departments to pay on delivery of vehicle. 30-day grace period will be given if previous arrangements have been made. A \$9.50 per day floor plan will be charged if payment is not at the dealership within 30 days of delivery of the vehicle (s).

If you have any questions please call me, 888-92-FLEET (923-5338)

Respectfully Submitted,

*Bill Campbell*

Bill Campbell  
Government & Fleet Sales

1960 E Main St Owosso, MI 48867, 888-92-FLEET (888.923.5338) Fax 517-625-5832

## 2024 F-550 DRW-Chassis Cab Reg. Cab, SuperCab, Crew Cab Major Standard Equipment

### MECHANICAL

- Brakes – Four-wheel Disc Brakes; Anti-lock Brake System
- Electronic-Shift-On-the-Fly (ESOF) (4x4 only)
- Engine
  - 7.3L 2V DEVCT NA PFI V8 Gas Standard
- Operator Commanded Regeneration (OCR) (6.7L Power Stroke Diesel engine only)
- Transmission – Ten-Speed Automatic Transmission with Neutral Idle and Selectable Drive Modes: Normal, Eco, Slippery Roads, Tow/Haul
- Transmission Power Take-Off Provision

### EXTERIOR

- Bumper – front, black painted
- Fender vents – front
- Fuel Tank
  - 40-gallon aft axle
- Glass – solar-tinted
- Grille – black painted
- Scuff plates – front, color-coordinated
- Splash Guards/Mud Flaps – Front (F-450/550/F-600 only)
- "Three Blink" Lane change signal
- Tires
  - 225/70Rx19.5G BSW A/P
- Tow hooks – front (2)
- Trailer wiring – 7 wire harness w/relays, blunt cut & labeled
- Wheels
  - 19.5" Argent Painted Steel
  - Manual Locking Hubs (4x4)
- Windshield Wipers – intermittent

### INTERIOR/COMFORT

- 8" LCD Productivity Screen: Includes menus for Gauge Setup, Trip Computer, Fuel Economy and Towing/Off-Road applications
- 12V Powerpoint, auxiliary
- Air conditioning – single-zone, manual
- Air conditioning vents – black w/chrome ring and knob
- Cabin Air Particulate Filter
- Door-trim – armrest/grab handle and reflector
- Floor covering – black, full length vinyl
- Mirror – rearview 11.5" day/night
- Outside Temperature Display
- Power Equipment Group – 1 st row (front-seat) windows w/one-touch up/down, power 2nd row (rear-seat) windows (Super/Crew Cab); power/door-locks w/backlit switches & accessory delay
- Seat – Front, HD vinyl, 40/20/40 split bench w/center armrest, cupholder and storage (manual lumbar – driver's side)
- Steering – power
- Steering wheel – black urethane with tilt and telescoping steering wheel/column; includes three (3) button message control

- Sun visors – color-coordinated vinyl, driver w/pocket, passenger w/uncovered mirror insert with 6 inch overhead
- Upfitter switches – 6 located in Overhead Console
- Window – Rear, fixed

### SAFETY/SECURITY

- AdvanceTrac® with RSC® (Roll Stability Control™)
- Belt-Minder® (front safety belt reminder)
- Driver and passenger frontal airbag; passenger side deactivation switch
- Headlamps – Quad beam jewel effect halogen
- Lamps – Roof marker/clearance – LED
- Mirrors – manually telescoping/folding trailer tow with power/heated glass, heated convex spotter mirror, integrated clearance lamps/turn signals
- Remote keyless entry
- Safety Belts – w/height adjustment (front-outboard seating positions only)
- Safety Canopy® System (incl. side-curtain airbags)
- Stationary Elevated Idle Control (SEIC)
- SecuriLock® Passive Anti-Theft System (PATS)
- SOS Post-Crash Alert System™

### FORD CO-PILOT360™ TECHNOLOGY

- Audible Lane Departure Warning
- AutoLamp – Auto On/Off Headlamps
- Cruise Control (Steering wheel-mounted)
- Pre-Collision Assist (PCA) with Automatic Emergency Braking (AEB)

### FUNCTIONAL

- Alternators:
  - 7.3L 2 Valve Gas – 240 AMP
  - 6.7L 4 Valve OHV Power Stroke® V8 Turbo Diesel – 220 AMP
- Audio – AM/FM stereo (four (4) speakers)
- Battery
  - 750 CCA, 78 AH Single
- FordPass™ Connect 4G Wi-Fi Modem
  - 4G LTE Wi-Fi hotspot connects up to 10 devices
  - Remotely start, lock and unlock vehicle
  - Schedule specific times to remotely start vehicle
  - Locate parked vehicle
  - Check vehicle status
- Stabilizer bars – front & rear
- SYNC® 4
  - Enhanced Voice Recognition Communication and Entertainment
  - 911 Assist®
  - 8" LCD Center Stack screen
  - AppLink®
  - Smart-Charging USB port – one (1)
  - Trailer Brake Controller

18,000# GVWR, 11,390 PAYLOAD Reg. Cab 145 WB, CA 60", 18,000# GVWR, 11,140 PAYLOAD  
 **Base Price (F5G/660a) 4x2** **\$50,958.00**  
 **Base Price (F5H/660a) 4x4** **\$53,580.00**

18,000# GVWR, 11,370 PAYLOAD Reg. Cab WB 169, CA 84", 18,000# GVWR, 11,000 PAYLOAD  
 **Base Price (F5G/660a) 4x2** **\$51,116.00**  
 **Base Price (F5H/660a) 4x4** **\$53,733.00**

18,000# GVWR, 11,220 PAYLOAD Reg. Cab 193 WB, CA 108", 18,000# GVWR, 10,810 PAYLOAD  
 **Base Price (F5G/660a) 4x2** **\$51,274.00**  
 **Base Price (F5H/660a) 4x4** **\$53,887.00**

18,000# GVWR, 11,090 PAYLOAD Reg. Cab WB 205, CA 120", 18,000# GVWR, 10,780 PAYLOAD  
 **Base Price (F5G/660a) 4x2** **\$51,428.00**  
 **Base Price (F5H/660a) 4x4** **\$54,045.00**

18,000# GVWR, 11,000 PAYLOAD SuperCab WB 168, CA 60", 18,000# GVWR, 10,700 PAYLOAD  
 **Base Price (X5G/660a) 4x2** **\$53,025.00**  
 **Base Price (X5H/660a) 4x4** **\$56,179.00**

18,000# GVWR, 10,910 PAYLOAD SuperCab WB 192, CA 84", 18,000# GVWR, 10,600 PAYLOAD  
 **Base Price (X5G/660a) 4x2** **\$53,178.00**  
 **Base Price (X5H/660a) 4x4** **\$56,337.00**

18,000# GVWR, 10,930 PAYLOAD Crew Cab WB 179, CA 60", 18,000# GVWR, 10,600 PAYLOAD  
 **Base Price (W5G/660a) 4x2** **\$53,796.00**  
 **Base Price (W5H/660a) 4x4** **\$56,955.00**

18,000# GVWR, 10,820 PAYLOAD Crew Cab WB 203, CA 84", 18,000# GVWR, 10,520 PAYLOAD  
 **Base Price (W5G/660a) 4x2** **\$53,955.00**  
 **Base Price (W5H/660a) 4x4** **\$57,118.00**

<u>Available Standard Options</u>	<u>Option</u>	<u>Price</u> <u>Reg.&amp;Super/CrewCab</u>
<input checked="" type="checkbox"/> <b>6.7L Power Stroke 4V Diesel V8 (B20)/10-Spd Auto.</b>	<b>99T/44G</b>	<b>9,995.00</b>
<input type="checkbox"/> CNG/LPG Fuel Capable Engine (Gas Engine Only)	98G	315.00
<input checked="" type="checkbox"/> <b>Engine Block Heater</b>	<b>41H</b>	<b>100.00</b>
<input checked="" type="checkbox"/> <b>Seats, 40/20/40 Split Bench Vinyl</b>	<b>AS</b>	<b>Standard</b>
<input type="checkbox"/> Seats, 40/20/40 Split Bench Cloth	1S	100.00/315.00
<input type="checkbox"/> Seat, Vinyl 40/Mini-Console/40 (Regular Cab only)	LS	355.00
<input type="checkbox"/> Seats, Cloth 40/Mini-Console/40	4S	515.00/615.00
<input type="checkbox"/> LT225/70Rx19.5G BSW Traction, incl. 4-Traction on the rear & 2 A/S tires on the front, Option Spare is A/S	TGM	190.00
<input type="checkbox"/> LT225/70Rx19.5G BSW Max Traction-4x4 only, Continental, Incl. 4-traction tires on the rear & 2 traction tires on the front-	TGK	215.00
<input type="checkbox"/> 6-Ton Hydraulic Jack	61J	55.00
<input type="checkbox"/> Spare Tire & Wheel-Includes 6-ton Hydraulic Jack	512	350.00
<input type="checkbox"/> Stainless Steel Wheel Cover	945	500.00
<input type="checkbox"/> Rapid-Heat Supplemental Cab Heater (6.7L Diesel Only)	41A	250.00

<input type="checkbox"/>	Engine Idle Shutdown Timer (Can Be Set 1-30 Minutes)	86K	250.00
<input checked="" type="checkbox"/>	<b>Axle, Limited Slip</b>	<b>X4N/X4L/X8L</b>	<b>395.00</b>
<input type="checkbox"/>	<b>XL Chrome Pkg.</b> (Chrome front bumper, Bright Grille, Power Sliding Rear Glass w/Rear Window Defrost (Super Cab and Crew Cab Only), Remote Start, and Halogen Fog Lamps)	<b>96V</b>	<b>225.00</b>
<input type="checkbox"/>	Dual Alternator 410 AMP w/Dual Batteries (7.3L Gas Only)	67B/86M	325.00
<input checked="" type="checkbox"/>	<b>Dual Alternator 410 AMP (6.7L Diesel Only)</b>	<b>67B</b>	<b>115.00</b>
<input type="checkbox"/>	Dual Batteries (68 Amp/65AGM) (Gas Engine Only)	86M	210.00
<input type="checkbox"/>	110V/400W Outlet (Includes Dual Alternators 410 AMP (67B))	43C/67B/86M	290.00
<input type="checkbox"/>	<b>Fuel Tank-26.5 Gallon Mid-Ship-Replaces 40 gal. aft-axle tank</b>	65M	125.00
<input type="checkbox"/>	<b>Fuel Tank-Dual Diesel</b> (Adds 26.5 Gal. Mid-Ship to the 40 Gal.Aft.)	65C	625.00
<input type="checkbox"/>	Keys Extra (Regular) \$75.00 x ___ =	Sig	75.00
<input type="checkbox"/>	Keys Extra (With Power Group) \$220.00 x ___ =	Sig	220.00 ea
<input checked="" type="checkbox"/>	<b>Trailer Tow Package High Capacity-Requires 6.7L Diesel and 4.30 LS Rear Axle, Increases GCWR 26,000# to 28,000#</b>	<b>535</b>	<b>1,080.00</b>
<input type="checkbox"/>	Payload Upgrade Package (7.3L V8 & 145" WB Only, Inc. 4.88 LS Axle, Increases GVWR from 18,000# to 19,000#)	68U	1210.00
<input type="checkbox"/>	Payload Plus Upgrade Package(N/A w 145"WB w/Gas Engine, Inc. 4.88 LS Axle, Increases GVWR from 18,000# to 19,500#)	68M	1550.00
<input type="checkbox"/>	Low Deflection Package-recommended for rear-biased loading, such as wreckers/retriever application, N/A with 141" WB	86S	110.00
<input checked="" type="checkbox"/>	<b>Cab Steps-Black Molded</b>	<b>18B</b>	<b>320.00/445.00</b>
<input type="checkbox"/>	Snow Plow Prep Package <b>(Not Available w/Option Codes 67P, 67X or 67H Suspension Packages)</b>	473	250.00
<input type="checkbox"/>	Extra HD Front End Suspension – GAWR 7,500 lbs <b>(N/A w/Snow Plow Prep)</b>	67P	285.00
<input type="checkbox"/>	Extra Heavy Suspension Package <b>(N/A w/Snow Plow Prep)</b>	67X	125.00
<input type="checkbox"/>	Suspension Package Heavy Service <b>(N/A w/Snow Plow Prep)</b>	67H	125.00
<input type="checkbox"/>	Exterior Back up Alarm	76C	140.00
<input checked="" type="checkbox"/>	<b>Rearview Camera Prep Kit for Box Delete (Includes Loose Camera and Wiring Bundle)</b>	<b>872</b>	<b>415.00</b>
<input type="checkbox"/>	360-Degree Dual Beacon LED Warning Strobes-Amber	91S/59H	650.00
<input type="checkbox"/>	Wheel Well Liners, Front	61L	180.00
<input type="checkbox"/>	Ambulance Prep Package(6.7L Diesel Engine Only)	47A	1205.00

**Total Price \$66,000.00 ea**

Colors for F-550

<u>Exterior Colors</u>	<u>Interior Steel (Grey)</u>	
Race Red	[PQ]	[ ]
Antimatter Blue Metallic	[HX]	[ ]
Iconic Silver Metallic	[JS]	[ ]
Agate Black	[UM]	[ ]
Oxford White	[Z1]	[ ]
<b>Carbonized Gray Metallic</b>	<b>[M7]</b>	<b>[x]</b>
Darkened Bronze Metallic	[LJ]	[ ]
<b>SPECIAL PAINT</b>		
<b>School Bus Yellow Add \$660.00</b>	<b>[BY]</b>	<b>[ ]</b>
<b>Omaha Orange Add \$660.00</b>	<b>[MB]</b>	<b>[ ]</b>
<b>Green Gem Add \$660.00</b>	<b>[W6]</b>	<b>[ ]</b>



1200 S AVERILL AVE  
 FLINT, MI 48503-2975  
 www.knapheide.com

**QUOTE:**  
**324366-1**  
**Quote Expiration:**  
**03/16/2024**

**Contact(s): Kellie Dennison**  
 kdennison@knapheide.com

**Kellie Dennison (Inside Sales)**  
 kdennison@knapheide.com  
 8107621107

**Nate Tomalia (Outside Sales)**  
 ntomalia@knapheide.com  
 8109089105

**Customer: Lunghamer Ford Of Owosso**

**ID:** 75538  
**Address:** 1960 E MAIN (M-21)  
 OWOSSO, MI 48867

**Phone:** 9897252688  
**Contact:** William "Bill" Campbell  
**Email:** bcampbell@lunghamerford.com  
**End Customer:** Cascade Township

**Terms:** Due Upon Receipt  
**Bid Spec:**

**Description:** KDBF916-B

**Quote Information:**

**Customer Request Date:** 02/14/2024  
**Quote Completed Date:**  
**# of Units:** 1

**Delivery Information:**

**Total Price Includes F.O.B.:**  
**Ship Via:** Delivered  
**Ship To:** Lunghamer Ford Of Owosso  
 1960 E MAIN (M-21)  
 OWOSSO, MI 48867

**Vehicle Information:**

**Make:** Ford  
**Chassis Type:** Chassis Cab  
**Rear Axle Type:** DRW  
**Fuel Type:** Gas  
**GVWR:** 14000

**Model:** F-350  
**Cab Type:** SuperCab  
**Drivetrain:** 4x4  
**Transmission Type:** Auto

**Year:** 2024  
**Cab to Axle:** 60  
**Engine Size:** 7.3  
**Wheelbase:** 167.5

Item	Description	Quantity	Unit Price	Total
KDBDS916-B	KDBDS916-B 9' Dump Body with 16" High Drop Sides Inside Bed Length: 111" Outside Bed Length: 114" Inside Width: 86.9" Outside Width: 95.88" Side Height: 16" Tailgate Height: 22" Long Sill Height: 7" Side Type - Drop Sides Capacity - 3.29 Yards Paint: Oven-Cured Black Paint Warranty: Standard Knapheide Limited Warranty	1.00		
KCP-025S19-B	Straight 1/4 Cab Protector, KCP-025S19-B Painted Single Stage Black Ford F350-F600 GM 3500HD Ram 3500-5500	1.00		
PACKAGE	CHAMPION SUBFRAME HOIST D/A ELECTRIC KNAP SUBFRAME			
35618483	11'D/A ELECTRIC SUBFRAME HOIST QTE# SK122220-1 KNAP SUBFRAME	1.00		
35618757	BUSS 250A MEGA FUSE	1.00		
35616022	BUSS FUSE HOLDER FOR AMG FUSES	1.00		
35618647	FUEL FILL BRACKET PER PRINT 6/13/2016	2.00		
35618648	MUD FLAP BRACKET PER PRINT VERSION 2 6/13/2016	2.00		
35640821	MUD FLAPS FOR PRICING	1.00		
34978562	BRACKET ANTI-SAIL CHROME (5p r/cs)	1.00		
34995222	Install D/A 12V Elec Hoist Mud Flaps, Anti Sail Brackets, Jas Brkts, Jas Fuel Fill,	6.00		

	Fuse, Fuse Holder			
34995222	Installation Labor DUMP BODY AND CABSHIELD	5.50		
PACKAGE	PIONEER 14' TARP KIT			
35617623	LS400 LANDSCAPE KIT W/PULL BAR	1.00		
35617793	3/8" SPRING-LOADED BOLT SNAP	1.00		
35612230	CONDUIT HANGER W/BOLT/NUT 10 per pk	1.00		
34995222	Install Tarp Kit	2.00		
PACKAGE	LED 15" MINIBAR AMBER/GREEN MOUNT ON BRKT CENTER OF CABSHIELD 2 - MOUNT IN GRILL 2 - MOUNT AT REAR WIRE ALL STROBES TO OEM UPFITTER SWITCH KEY HOT			
35732078	LED 15" MINIBAR GREEN/AMBER	1.00		
35617700	SELF LEVELING BRACKET FOR 18" MINI LIGHT BAR	1.00		
35612436	LED SURFACE MOUNT DIRECTIONAL AMBER/GREEN CLEAR LENSE	4.00		
34995222	Installation Labor WIRE ALL STROBES TO OEM UPFITTER SWITCH / KEY HOT 15" STROBE MOUNT ON BRK CENTERED OF CABSHIELD 2 - AMB/GRN STROBES IN GRILL 2 - AMB/GRN STROBES AR REAR	6.15		
35624380	RUST PROOFING DUMP BODY	1.00		
PACKAGE	PINTLE PLATE WITH COMBO PINTLE HITCH W/2-5/16 BALL 7-WAY RV PLUG			
32905140	Pintle Mount Hitch/ICC Bumper, Buyers 1809030B (4) Pintle Hook Mounting Locations (2) Weld-On D-Rings Pre-Punched Trailer Plug Hole 20,000lb Maximum Gross Trailer Weight Powder Coated Black 1/2" Thick x 63" Wide x 15.75" High Weight: 107.97 1999 or Newer Ford F350-F550 **Do Not Exceed the Towing Capacity Specified by the Chassis Manufacturer if it is Less Than the Above Stated Capacity**	1.00		
31527560	Pintle Hook Combo, Buyers BH82516 2-5/16" Chrome Ball and Pintle Hook 16,000lb Maximum Gross Trailer Weight Powder Coated Black No Hardware Weight: 13.5lbs	1.00		
34996691	7-Way Flat Trailer Plug, Pollak 11-893P, Packaged	1.00		
35376883	Plug Adaptor, US CAR	1.00		
34995222	Installation Labor PINTLE PLATE WITH COMBO PINTLE HITCH W/2-5/16 BALL 7-WAY RV PLUG	4.00		
PACKAGE	WIRE OEM BACKUP CAMERA			
34995222	Installation Labor OEM BACKUP CAMERA	1.00		
<b>Total does not include any applicable taxes or transportation charges unless specifically noted herein:</b>			<b>Subtotal:</b>	<b>\$17,224.25</b>
			<b>Total:</b>	<b>\$17,224.25</b>

Customer PO

Total Price

**Credit Card Policy:** We do not accept credit cards for payment of any order in excess of \$10,000.00. For other orders, we do accept MasterCard, American Express, Visa and Discover cards for payment.

**Cancellation Policy:** Payment is due in full upon cancellation of any orders for non-stocked parts or products (provided part/product has been ordered by Seller) and upon cancellation of installation

**Payment Policy:** Payment Terms are due upon receipt of signed quote unless prior credit agreement has been established at the time of order. Payment terms for customers with an established credit account will be Net 30 from date of invoice. Seller has right to assess late charges at 1.5% per month on all invoices that are 60 days or more past due.

**Pricing Policy:** Price Quotation is good on orders received through the expiration date. Pricing quoted applies to chassis make/model originally provided and quantity quoted. Any change may result in price change. Orders are subject to all applicable state, local and federal excise taxes. Applicable taxes will be applied on final billing to customer upon completion of order. Seller must be in possession of the vehicle for this order within 90 days of quote acceptance or the order can be subject to price adjustments due to cost increases for materials, labor, and shop supplies.

**Return Policy:** All sales are final. Purchased parts or products are non-returnable.

---

By signing and accepting this quotation, Customer agrees to accept Knapheide Flint terms and conditions as stated above.

\_\_\_\_\_  
Customer Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dealer Code

\_\_\_\_\_  
Dealership

\_\_\_\_\_  
Location

\_\_\_\_\_  
VIN

If the chassis is customer supplied, Knapheide  
may require a chassis spec sheet



**B&B Truck Equipment**  
 8505 Piedmont Industrial Park Drive SW  
 Byron Center, MI 49315-9356  
 P: (616) 878-1120  
 Q: (616) 878-1288

**B & B Truck**  
 8505 Piedmont Industrial Park Dr SW  
 Byron Center, MI 49315-9356  
 Phone: (616) 878-1120

# PROPOSAL

Proposal ID	Date
11280	2/21/2024
Sales Person	Page
DYONKER	1 of 2

**Proposal To:**

Cascade Charter Township  
 5920 Tahoe Drive SE  
 Grand Rapids, MI 49546  
 Phone: (616) 318-8784  
 Contact: Jason

**Ship To:**

Pickup

Decision Maker	Ship Date	Ship Via	Description	Terms
		Pickup	9' Air-Flo Steel Dump Body w/ 17" Drop Sides	Net 30 days

Quantity	Product ID	Description	Unit	Amount
1.00	AFM-PCS-9-3-DS	9' Air-Flo Steel Dump body w/ 17" Landscaper Drop Sides (3.2 Yd. Cap)	9,200.00	9,200.00
		<ul style="list-style-type: none"> <li>• 1/4" Cab protector with viewing portal</li> <li>• 10 Ga. high tensile steel construction</li> <li>• Electric/hydraulic double acting hoist (11 ton capacity)</li> <li>• 5" Structural steel long sills</li> <li>• 3" Structural steel crossmembers on 12" centers</li> <li>• 23" Double acting tailgate</li> <li>• Backup Alarm</li> <li>• Painted black</li> </ul>		
	AFM-86306	1/4-14" Standard cab shield steel		
14.00	LABOR-LTA	Install Dump Body, 1/4 Cab Protector, Hitch plate w/2-5/16" pintle Combo Hitch, Manual Crank Tarp, Backup Alarm, Flaps Anti-sail Brackets and OEM Backup Camera if Supplied	130.00	1,820.00
1.00	AFM-149	Paint Body - Black	845.00	845.00
1.00	AFM-148	Factory-install hoist and subframe to body/installation and fill of pump	150.00	150.00
1.00	BP-1809031A	Hitch Plate, Ford Pintle w/bottom channel	550.00	550.00
1.00	BP-10057	10 Ton Combo Hitch w/Mounting Kit - 2-5/16" Ball	150.00	150.00
1.00	TS-TG-6370-010	Adaptor Plug for OEM Style RV - TS (Curt 56229)	21.50	21.50
1.00	TS-TG-6370-H-BO	Extension, Tail Light Ford w/Breakouts	28.14	28.14
1.00	BP-TC1770P	7-Way Black Plastic Flat Pin Truck Receptable	10.86	10.86
1.00	BP-DTR7012	Tarp Roller Kit 7' X 12' Mesh Tarp W/HDW Kit	250.00	250.00
2.00	BP-B24036SPC	HD Lettered Mud Flap - each	28.69	57.38
2.00	RE-1190293	Anti - Sail Bracket	22.34	44.68
1.00	FREIGHT IN	Inbound Freight Body and Toolbox	650.00	650.00
1.00	SHOP SUPPLIES	Shop Supplies	350.00	350.00
1.00	BP-8891069	ea 15 Inch Octagonal LED Mini Light Bar - Amber/Green	199.82	199.82
1.00	SHOP SUPPLIES	Shop Supplies	150.00	150.00
3.00	LABOR-LTA	Light Truck Assembly Labor	130.00	390.00
1.00	RC-MU301818.U	Rc Underbody tool box 30" X 18" X 18" Toolbox	674.84	674.84
1.00	BP-1701010	Toolbox Bracket Kit 18 x 24"	103.10	103.10
2.00	LABOR-LTA	Light Truck Assembly Labor	130.00	260.00

Ram 84" Cab Axle, DRW  
 F.O.B. (Byron Center, MI)



**B&B Truck Equipment**  
 8505 Piedmont Industrial Park Drive SW  
 Byron Center, MI 49315-9356  
 P: (616) 878-1120  
 F: (616) 878-1288

**B & B Truck**

8505 Piedmont Industrial Park Dr SW  
 Byron Center, MI 49315-9356  
 Phone: (616) 878-1120

**PROPOSAL**

Proposal ID	Date
11280	2/21/2024
Sales Person	Page
DYONKER	2 of 2

**Proposal To:**

Cascade Charter Township  
 5920 Tahoe Drive SE  
 Grand Rapids, MI 49546  
 Phone: (616) 318-8784  
 Contact: Jason

**Ship To:**

Pickup

Decision Maker	Ship Date	Ship Via	Description	Terms	
		Pickup	9' Air-Flo Steel Dump Body w/ 17" Drop Sides	Net 30 days	
Quantity	Product ID	Description		Unit	Amount

**ACCEPTANCE OF PROPOSAL**

The above prices, specifications, and conditions are satisfactory and are hereby accepted.

**Proposal is valid until Friday, March 22, 2024**

Signature \_\_\_\_\_

Date \_\_\_\_\_

<b>Subtotal</b>	15,905.32
<b>Sales Tax</b>	Exempt
<b>TOTAL</b>	<b>15,905.32</b>



# CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE Grand Rapids, Michigan 49546-7140

**REQUEST FOR BOARD ACTION**  
**MEETING DATE: March 13, 2024**

**ITEM:** To approve distribution of the Draft 2024 Master Plan and open the 63 day comment period, per recommendation from the Cascade Charter Township Planning Commission.

**PRESENTER:** Jade Smith, Township Manager

**INDIVIDUAL PRESENT:**

**EXECUTIVE SUMMARY:**

The Cascade Charter Township Planning Commission has completed the creation of the 2024 Draft Master Plan rewrite. In accordance with the Michigan Planning Enabling Act, MCL 125.3801, the Planning Commission is presenting the draft to the Township Board for review. The next step in the process is for the Township Board to approve the distribution of the Draft Master Plan. The Planning Commission passed a motion during the February 26, 2024 meeting to approve and support the Township Board to authorize distribution of the draft Plan.

If the Township Board is inclined to approve the distribution of the 2024 Draft Master Plan, it shall notify the Secretary of the Planning Commission. The Planning Commission is then required to notify and make the draft document available to all municipalities contiguous to the Township, the regional and County Planning Commission, each public utility company, railroad, and public transportation organization operating within the Township.

Since the proposed Master Plan contains a streets plan, it will also be provided to the Kent County Road Commission and Michigan Department of Transportation.

After distribution, the above-mentioned entities will have 63 days to provide comments noting any inconsistency in the proposed Master Plan. All comments are to be considered advisory.

After the 63 day comment period has passed, a Public Hearing must be held by the Planning Commission. Approval of the proposed Master Plan shall be by resolution of the Planning Commission with affirmation by 2/3 vote of the Township Board.

**STRATEGIC PLANS/GOALS:** The draft 2024 Master Plan includes the following goals:

1. Preserve and strengthen residential neighborhoods.
2. Preserve open space and natural areas.
3. Enhance viability of Township businesses.
4. Maintain and expand a diverse parks and trails system.
5. Maintain and enhance essential public services.
6. Provide and support an efficient, safe, and environmentally sensitive road, pedestrian, and bike network.
7. Promote efficient and sustainable growth principles.

The 2024 draft Master Plan correlates to the following goals of the Township Strategic Plan:

- **Goal #1, Priority 3:** Create new parks to serve the community as it grows and preserve natural features for sustainability and natural character.
- **Goal #2, Priority 2:** Ensure that zoning processes are clear, efficient, and promote both economic development and Township planning goals.
- **Goal #2, Priority 3:** Review the zoning ordinance to ensure it reflects Township priorities and market realities.
- **Goal #2, Priority 4:** Update the 10-Year Master Plan and, subsequently, the Zoning Ordinance, to position to Township for the 2020s and 2030s.
- **Goal #3, Priority 2:** Establish the official boundary for the Upper and Lower Village District, to be utilized in the 10-Year Master Plan, Zoning Ordinance, and DDA Plan, as well as any other relevant Township processes and procedures.
- **Goal #5, Priority 1:** Enhance road safety and streetscapes in the Cascade Village area to promote a safe, well-connected, walkable, and bikeable village environment.
- **Goal #5, Priority 2:** Continue partnerships with the Kent County Road Commission to prioritize various bike facilities along specific corridors of the Township.

**BUDGET IMPLICATIONS:** None

**IMPLEMENTATION PLAN:**

7/10 2023 –	McKenna was engaged to rewrite the Cascade Charter Township Master Plan
7/14/2023 -	Cascade Township mails Notice of Intent to Plan to required entities
9/18/ 2023 –	Planning Commission discussions and work session
10/16/2023 –	Planning Commission discussions and work session
10/30/2023 –	McKenna Master Plan Presentation
11/13/2023 –	McKenna Master Plan Presentation and Update
11/2023 – 1/2024 –	Staff Weekly meetings with McKenna
02/01/2024 –	Full Draft presented to Planning Commission for Review
2/26/2024 –	Planning Commission approves draft and recommendation to the Board of Trustees
3/13/2024 –	Board of Trustees opens 63-day public comment period (tentatively)
5/16/2024	63-day public comment period ends
5/20/2024 –	Public Hearing – Planning Commission Recommendation (tentatively)
5/22/2024 –	Board of Trustees Adoption (This may need to be bumped Back)

**DIRECTOR'S RECOMMENDATION:** Yes

**MANAGER'S RECOMMENDATION:** Yes

**ACTION REQUESTED:** To approve distribution of the Draft 2024 Master Plan to all required entities established in the Michigan Planning enabling Act and begin the required 63-day comment period, per recommendation from the Cascade Charter Township Planning Commission.

**ATTACHMENTS:**

1. 2024 Draft Master Plan



# Cascade Township Master Plan 2024

Draft - February 2024

**Cascade's Commitment:**

*"Provide the resources, staffing, and organizational structure to execute the desires of residents to preserve the natural beauty and community character of Cascade."*

## **Acknowledgments**

### **Township Board**

Supervisor Grace Lesperance

Clerk Susan Slater

Treasurer Windy Korstange

Trustee Tom McDonald

Trustee John Shipley

Trustee Timmy Noordhoek

Trustee Jim Koessel

### **Planning Commission**

Chris Noordyke, Chair

Ralph Moxley, Vice-Chair

Timmy Noordhoek, Trustee

Alan Rowland

Joe Engel

Rob Richardson

Ryan Bruneau

Scott Rissi

# Contents

- MASTER PLAN OVERVIEW** ..... 1
- What is a Master Plan? ..... 2
- Cascade Township Strategic Plan..... 4
- Organization of the Master Plan..... 6
  
- GOALS** .....9
- Cascade Township's Goals ..... 10
  
- PUBLIC INPUT** ..... 25
- Community Outreach Summary ..... 26
  
- ACTION PLAN** ..... 31
- Introduction ..... 32
- Future Land Use Plan ..... 34
- Zoning Plan ..... 59
- Site Plan Review and Procedures ..... 79
- Future Road, Bicycle, and Pedestrian Network ..... 83
  
- COMMUNITY SETTING** ..... 87
- Introduction ..... 88
- Regional Location ..... 89
- Cascade Population Trends & Projections ..... 90
- Environment & Natural Features ..... 100
  
- EXISTING LAND USES** ..... 111
- Introduction ..... 112
- Existing Land Use Fabric ..... 113
- Road Classification System..... 119



# Master Plan Overview

01

## What is a Master Plan?

At its core, a Master Plan is a policy-guiding document that provides a clear consensus vision and direction for preservation, targeted development, redevelopment, and infrastructure investment. A Master Plan is an important community tool that serves as the foundation for policy making as it relates to economic development, land uses, zoning, preservation mechanisms, and more.

Cascade Township intends this Master Plan to be:

- A solid foundation for amendments to the Township zoning ordinance that more accurately relates to the Township's goals and objectives.
- A direct reflection of priorities as identified by the Township's community members and taxpayers.
- A base for policies to preserve and enhance the Township's natural character, neighborhoods, rural areas, woodlands and natural spaces, agricultural lands, and other features.
- A clear direction for appropriate land uses and development.
- A comprehensive guide to development processes, policies, and strategies.



© Ann Teliczan  
www.MichiganSweetSpot.com

## The Legal Basis for a Master Plan

Michigan Planning Enabling Act of 2008 and Zoning Enabling Act of 2006, as amended, expressly authorizes local units of government to engage in planning and zoning. For communities to engage in planning, a Planning Commission is to be adopted. The Act also requires the Planning Commission to “make careful and comprehensive surveys and studies of present conditions and future growth within the planning jurisdiction and due regard to its relation to neighboring jurisdictions”.

The Cascade Township Master Plan presents the Township’s vision for the future. It serves as a policy guide for the community, and informs the decisions of Township officials and administrators, governmental agencies, organizations, and private individuals. It is designed to provide a roadmap for future development and to ensure that new growth is consistent with the Township’s goals and objectives.

# Cascade Township Strategic Plan

Prior to the development and adoption of this Master Plan document, Cascade Township embarked on a multi-year public engagement-driven process to develop a comprehensive Township-wide Strategic Plan. The Strategic Plan differs from this Master Plan in that the Strategic Plan serves as a short and mid-term articulation of the Township's immediate high priorities for each department, board, commission, and subcommittee. The Plan was adopted in September 2022. One of the highest priorities identified by the Township Strategic Plan was to update of the Cascade Township Master Plan, to more accurately describe the Township's goals, objectives, and desired land use fabric.

Through a multi-phased robust public engagement program, the following major themes of importance to the community were identified:

- Parks and Trails
- Land Use and Economic Development
- Cascade Village Character and Development
- Preservation
- Roads and Safety

The major themes and priorities listed above are continually referenced and utilized as the primary foundation for the recommendations in this Master Plan.

Further information pertaining to public engagement results from the Strategic Plan can be found in the Public Input Chapter of this document.



# Organization of the Master Plan

The Master Plan is composed of the following chapters:

## Goals

Goals are broad statements within the plan that provide visionary guidance, while objectives are actionable items to support the Township in reaching their stated goals.

## Public Input

This portion of the Cascade Township Master Plan provides an overview of the public engagement that was undertaken through the Strategic Plan process. In order to develop the goals, objectives, and strategies of this Plan, public input is crucial. A robust public engagement program was undertaken through the Cascade Township Strategic Plan process held during 2021 and 2022.

## Action Plan

This chapter provides the roadmap for preservation, development, and redevelopment areas within the Township. In general, Cascade Township is invested in:

- Preserving the existing character of the Township, including existing neighborhoods and residential spaces, agricultural lands, and natural features such as the Thornapple River and woodlands.
- Providing a foundation for flexible land uses to energize redevelopment activities in targeted areas.
- Requiring higher standards for development and redevelopment activities.
- Limiting the sprawl of industrial, commercial, and airport facilities.

This Master Plan incorporates a Zoning Plan, which outlines the recommended changes to the Zoning Ordinance to better implement the vision of this Plan.

## Community Setting & Existing Land Uses

This component of the Cascade Township Master Plan focuses on the existing components of the community. These components include population trends, including age and other demographics, housing, sustainability, education, employment, and transportation.





# Goals, Objectives & Strategies

02

## Cascade Township's Goals

The goal statements in this Chapter provide the foundation upon which subsequent policy decisions will be created. Cascade Township's goals provide a fundamental statement of community values, personal values, governmental values, and a community-wide vision. To guide the formulation of specific policy decisions, the Township established a more detailed set of goals and objectives and strategies for pursuing them.

Cascade Township presents the following set of specific goals, which are derived from the statements of community values. A solid foundation for amendments to the Township zoning ordinance that more accurately relates to the Township's goals and objectives.

<b>GOAL - PG 11</b>	Preserve and strengthen residential neighborhoods.
<b>GOAL - PG 12</b>	Preserve open space and natural areas.
<b>GOAL - PG 14</b>	Enhance the viability of Township businesses.
<b>GOAL - PG 16</b>	Maintain and expand a diverse park and trails system.
<b>GOAL - PG 18</b>	Maintain and enhance essential public services.
<b>GOAL - PG 20</b>	Provide and support an efficient, safe, and environmentally sensitive road, pedestrian, and bike network.
<b>GOAL - PG 22</b>	Promote efficient and sustainable growth principles.



## GOAL

Preserve and strengthen residential neighborhoods.

### OBJECTIVE

Maintain a community of desirable and attractive residential neighborhoods.

#### Strategies:

- Prevent inconsistent land uses from encroaching into residential areas.
- Continue to support the designation and preservation of legacy neighborhoods and residences.
- Encourage cluster developments and other compact residential choices closer to shopping, dining, and other commercial services.
- Ensure that the Future Land Use Map has a clear direction for residential densities and housing typologies which will result in density steered toward appropriate areas of the Township.

### OBJECTIVE

Ensure new residential developments meet high standards of visual attractiveness, health and safety, and environmental sensitivity.

#### Strategies:

- Minimize erosion and the intrusion of roads, pathways, houses, and driveways into wetlands, floodplains, and woodlands in residential developments.
- Continue to require the planting of trees along rights of way, and the replacement of trees when they are damaged, destroyed, or diseased.
- Encourage residential design that enhances use of outdoor areas for recreation and community walkability.
- In all subdivisions and residential developments, encourage layouts which maintain maximum green space and/or common open space.



## GOAL

Preserve open space and natural areas.

### OBJECTIVE

Adopt policies and programs that maximize the preservation of open spaces, natural areas, other undeveloped areas, and agricultural land uses in the Township.

#### Strategies:

- Continue to develop and implement Township policies regarding the protection of open space land and natural areas via zoning, the public purchase of land, conservation easements, development rights, and other appropriate techniques.
- Encourage landowners to donate natural areas or open spaces to the Township, and to place their properties under the protection of the Farmland and Open Space Preservation (Part 361) or the Conservation and Historic Preservation Easement (Part 21) of PA 451 of 1994 Natural Resources and Environmental Protection Act, where appropriate.
- Encourage landowners to donate land or development rights to non profit land trusts, as appropriate.
- Continue to coordinate efforts to support and promote the preservation of open space and environmentally sensitive lands in the Cascade recreation areas through donations of land with natural, open space and ecological and/or historical significance.
- Preserve the ecological integrity of the Township through zoning, voluntary agreements with landowners, donation of land to the Township, or the purchase of land, scenic easements, and development rights, where appropriate.
- Develop requirements in the zoning ordinance to protect significant mature trees.
- Work with applicable Township Boards, Committees, Commissions, and other reviewing bodies or entities to encourage or require developers and builders to maximize the amount of land left in a natural state.

**OBJECTIVE****Conserve wetlands, floodplains, and other water retention areas.****Strategies:**

- Identify and maintain an inventory of all wetlands, floodplains, and other water retention areas.
- Continue to communicate and coordinate with the Michigan Department of Environment, Great Lakes and Energy (EGLE) on activities affecting lakes, streams, and wetlands.
- Discourage development within wetlands, floodplains, floodplain fringe areas, and other applicable water retention areas.

**OBJECTIVE****Preserve, protect, and maintain the Thornapple River and Cascade Dam.****Strategies:**

- Identify and develop applicable Township policies as to ensure that the Thornapple River is protected from pollution, erosion, and other negative impacts.
- Continue relationships with appropriate local and State agencies to improve and maintain the Cascade Dam.
- Ensure that technology and infrastructure is appropriately reviewed and updated as to ensure the Cascade Dam is continuously monitored and updated as needed and applicable.
- Engage with Riverfront property owners, as applicable, to preserve and protect the Township's riverfront areas.
- Continue partnerships with property owners below the Cascade Dam to ensure that hazard policies are carried through.
- Incrementally review and update the Cascade Township Emergency Action Plan (EAP) as needed.

**OBJECTIVE****Link open spaces and natural areas into a network of continuous greenways throughout the Township.****Strategies:**

- Continue to use and implement the Cascade Township Parks and Recreation Master Plan, as well as other applicable greenspace preservation goals and plans as a guide for determining how natural areas can be linked into continuous greenways throughout the Township.
- Utilize land planning methods, purchases of land and development rights, and plat, site plan, and other review processes to create and maintain continuous greenways.
- Continue to support the efforts of the Cascade Township Parks Committee and Trail Committee to implement parks and trails connections and maintenance activities.
- Continue efforts to raise funding and apply for State, local, and regional grant opportunities for the establishment, acquisition, and maintenance of parks and trails.

**OBJECTIVE****Preserve greenbelts, open spaces and natural areas and create pathways by the use of planned unit development or other suitable zoning strategies for new residential developments.**



## GOAL

Enhance the viability of township businesses.

### OBJECTIVE

Upgrade and enhance commercial areas.

#### Strategies:

- Improve and enhance the 28th Street Corridor by implementing the recommendations of this Zoning Plan.
- Encourage redevelopment of the designated mixed-use areas in the Future Land Use Plan.
- Energize redevelopment and site improvement efforts by utilizing the Downtown Development Authority (DDA) Development and TIF Plans. This includes exploring opportunities for public/private partnerships.
- Evaluate opportunities for walkable design in commercial areas, including wayfinding solutions that improve usability, as applicable.

### OBJECTIVE

Develop Cascade Village

#### Strategies:

- Implement specific zoning strategies, as defined in this Zoning Plan, to achieve the desired built environment of the Cascade Village area.
- Continue to invest in public/private partnership opportunities to enhance collaboration between the Township, DDA, and business owners/property owners.
- Continue to work with other public agencies, such as the Kent County Road Commission, to design and achieve a Cascade Village vision that is reflective of what is feasible.



## OBJECTIVE

Improve the attractiveness of the Township's entrances and transportation corridors.

### Strategies:

- Investigate grant-based funding opportunities, or DDA funding (where applicable), to improve landscaping along major thoroughfares.
- Create well-designed entrances along the main roads entering the community.
- Promote opportunities for public art.

## OBJECTIVE

Promote economic development.

### Strategies:

- Communicate with and utilize the resources of the Michigan Economic Development Corporation, Downtown Development Authority and other applicable bodies to encourage economic development.
- Provide businesses with the information necessary to invest in the community.
- Continue to adopt Township ordinances and zoning practices to facilitate efficient decision-making and to incorporate greater land use flexibility where appropriate.



## GOAL

Maintain and expand a diverse park & trails system.

### OBJECTIVE

Continue to expand the Cascade Township parks and recreational system to meet the recreational needs of residents.

#### Strategies:

- Pursue acquisitions that target current and future demands of residents.
- Employ acquisition strategies that leverage available dollars to secure maximum property for the value.
- Support Pedestrian/Bicycle Pathway linkages to parks and recreation facilities.
- Provide accessible facilities and leisure opportunities for all.



## OBJECTIVE

Develop and support Cascade Township park and recreation programming that is diverse, widely distributed, fiscally responsible, and represents community needs.

### Strategies:

- Support any continuing efforts to pursue public input in determining park and recreation development needs.
- Utilize cooperative methods of providing and expanding recreation facilities by working with local recreation associations, schools, businesses, Kent County, and neighborhood groups and associations.
- Maintain coordination between the Township Board and Parks Committee to maximize the potential benefits and enhance stewardship of open space, natural areas and park lands.
- Encourage developers to incorporate parks and recreation amenities in new developments to complement the efforts of the Park Committee.
- Continue to promote fiscal responsibility through partnerships and collaborative opportunities, grant support, sponsorships, and donations, and encouraging volunteerism.
- Provide resources to maintain and develop a diverse parks and recreation system to maintain and develop a diverse parks and recreation system to deliver a high quality of life for our community residents and necessary support for maintenance and operation of these amenities.
- Continue to implement the Cascade Township Parks and Recreation Master Plan.



## GOAL

Maintain essential public services.

### OBJECTIVE

Ensure that any future development is consistent with the Township's present or planned capacity for sewage treatment, public water, and other utility systems.

#### Strategies:

- Focus any growth to areas within the Utility Service Boundary area, designated in the Future Land Use Plan, to ensure efficient and fiscally responsible use of public services.
- Routinely assess the demands on the utility systems from developments to determine available capacity for future development.
- Routinely inventory water, sewer, and other utility systems capacity.
- Maintain and upgrade the infrastructure (water, sewers, community facilities) of the Township through the Capital Improvements Program's systematic scheduling of infrastructure construction, maintenance, and renovation.



## OBJECTIVE

Maintain police, fire, and ambulance service to all areas of the community.

### Strategies:

- Continue working relationships with applicable public agencies, such as the Township Fire Department, to ensure that future development is right-sized for emergency service response time.
- Offer transparent support with the Police Department to ensure all areas of the Township are maintained as safe areas for residents and visitors.

## OBJECTIVE

Use land use policies to assist the public school districts which are a valued community asset that contribute to make Cascade Township a desirable place to live.

### Strategies:

- Continue and/or initiate land use policies that attract families.
- Support the collaboration with the School District(s) to coordinate park facilities and programs.
- Support street and pathway improvements that provide safe access routes for school children.



## GOAL

Provide and support an efficient, safe, and environmentally sensitive road, pedestrian, and bike network.

### OBJECTIVE

Evaluate the existing network and identify improvements including safety, environment, aesthetics, and traffic congestion that can be solved at acceptable cost.

#### Strategies:

- Continue to coordinate with County, regional and state entities to develop strategies to improve traffic flow.
- Consider zoning and other design strategies such as Complete Streets as effective means of ensuring safe and efficient travel for all modes of transportation.
- Ensure that all existing development, redevelopment, and new development is consistent with the Township's existing road and pedestrian network.
- Support a road system that is consistent with the intended land uses of this Plan, and prevent substantial connections that can cause negative impacts on rural landscape.

## OBJECTIVE

### Support the Township's Complete Streets Ordinance.

#### Strategies:

- Share the Township's vision and continue to work with the Michigan Department of Transportation (MDOT) and the Kent County Road Commission.
- Review current policies to identify inconsistencies and impediments to implementing the Complete Streets ordinance.
- Conduct planning, regulatory, and physical audits of current street designs as needed and financially feasible.
- Coordinate the Pedestrian-Bicycle Pathway Plan with Safe Routes to School policies and other Township plans.
- Ensure that all new private roads are built and maintained to all required minimum standards for roads as adopted by the Kent County Road Commission and Cascade Township.
- Continue to foster partnerships with the Kent County Sheriff's office and police force in Cascade Township to ensure that motorists are adequately reacting to speed limit requirements in residential neighborhoods.

## OBJECTIVE

### Expand and improve the Pedestrian/Bicycle Pathway Plan.

#### Strategies:

- Continue to implement the requirement for sidewalks as determined necessary.
- Continue to implement the pedestrian/bicycle pathway system through site plan review.
- Investigate alternative surfacing materials to reduce the amount of impervious surface materials used in the construction of the pedestrian/bicycle system.
- Continue to investigate strategies for safe and efficient travel for bicyclists and pedestrians.
- Coordinate the Pedestrian/Bicycle Pathway Plan with parks, schools, preserves, neighborhoods, and other destinations.
- Ensure that opportunities for new crosswalks and bike paths crossing streets are adequately assessed, prioritize new crosswalks, and ensure that all existing crosswalks and associated signage are well maintained and updated when necessary.



## GOAL

Promote efficient and sustainable growth principles.

### OBJECTIVE

Maintain open spaces and natural features in suburban and rural areas of the Township.

#### Strategies:

- Continue to develop zoning standards and Township policies that encourage open spaces and preservation of natural features.
- Continue to encourage and support voluntary citizen land conservancy efforts which maintain the Township's open spaces, natural features, and rural areas.

### OBJECTIVE

Define an urban services district to promote walkable community development and dynamic community improvement through redevelopment.

#### Strategies:

- Promote land use policies that emphasize infill development.
- Investigate opportunities to maximize the use of existing infrastructure through development and redevelopment within the utility service area.
- Investigate additional strategies to provide incentives for development and redevelopment within the utility service boundary.

## OBJECTIVE

Implement sustainable energy and environmental practices throughout the Township utilizing the most current best practices.

### Strategies:

- For Cascade Township procurement purposes, when equivalent products or services are available, preference should be given to the more sustainable services or products.
- Allow and plan for zero-emission vehicle (ZEV) charging stations, where applicable.
- Establish a minimum level of LEED certification or the equivalent for all projects undertaken by the Township.
- Establish ordinances providing incentives for development that emphasize redevelopment, infill development, alternative energy, and building material reuse.
- Explore methods through ordinances or by providing incentives, such as through the DDA, for existing businesses to upgrade their parking lots and landscaping to increase tree cover and shade to be energy efficient and environmentally friendly.
- Explore incentives for new or redeveloped projects to be LEED certified or equivalent.
- Consider alternative energy in site plan and construction of new development.

## OBJECTIVE

Continue to develop Township policies that limit sprawl and support greenspace preservation.

### Strategies:

- Use the tools and recommendations of this Action Plan to ensure that growth and sprawl is appropriately managed in the Township.
- Moving into the future, ensure that Cascade Township is keeping abreast of current tools, resources, and policies that relate to farmland and rural preservation.

## OBJECTIVE

Prepare and implement a redevelopment strategy.

### Strategies:

- Eliminate inflexible or obsolete zoning regulations that do not participate in the redevelopment goals of the Township.
- Identify priority redevelopment sites in the Township.
- Expand public participation, as applicable.
- Develop policies and processes that define the approach to PUD redevelopment.



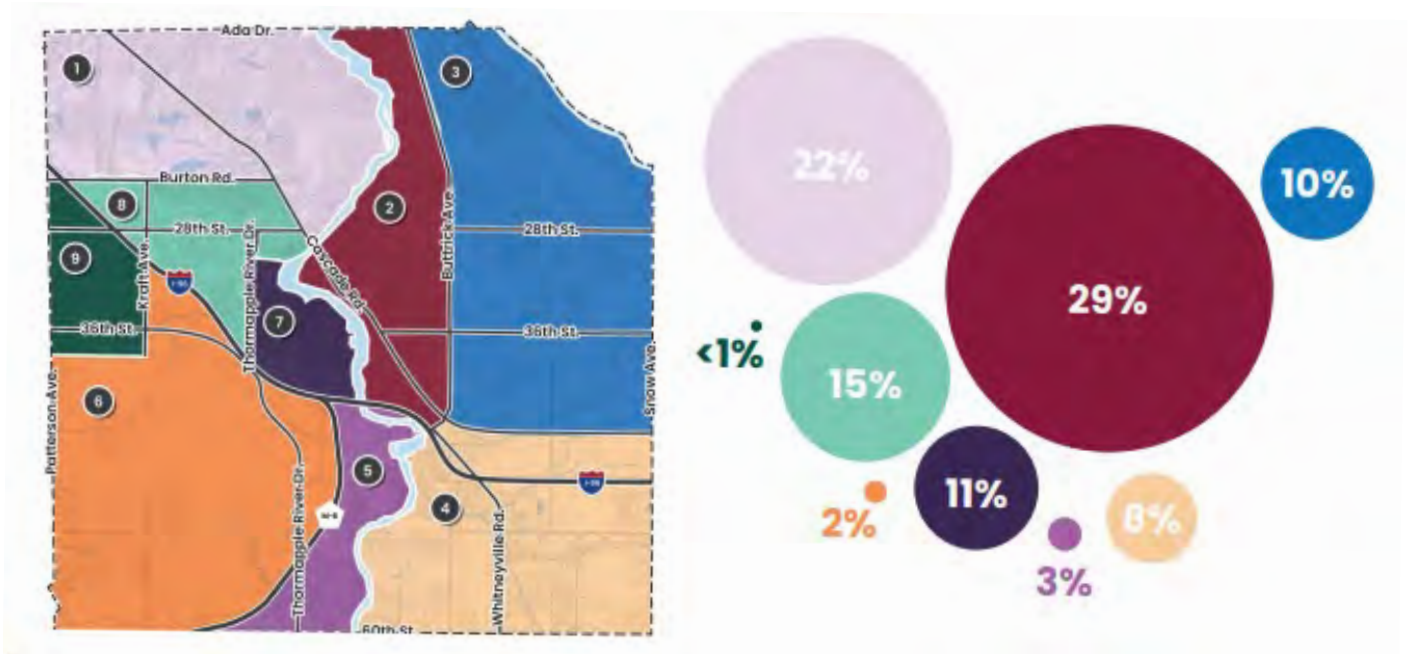
# Public Input

03

## Community Outreach Summary

Cascade Township embarked on the public engagement process during the Strategic Plan project, adopted in Summer 2022. The Strategic Plan was developed over the course of a year, using a public process. The process included two online surveys, a series of public focus groups, and workshops with the Township Board, Planning Commission, Downtown Development Authority, Parks Committee and Township Staff. In total, nearly 2,000 people were engaged in the Strategic Planning process.

Below includes a list of key themes, ideas, concerns, and feedback received from the community.



Cascade Township mailed and advertised a survey to each address in the Township. The image includes a geographic breakdown of where in the Township the most survey responses came from. As the graphic shows, the most survey responses (29%) were received from Area #2 as noted in the associated map.

## Cascade's Top Issues of Concern

1. Too Much Traffic Speeding on Major Roads
2. Lack of a Village Area
3. Too Much Traffic Speeding in Neighborhoods/Residential Areas
4. Lack of River/Lake Preservation Efforts
5. Too Much Congestion along Township's Major Roads
6. Decreased Personal Safety
7. Not Enough Parks/Natural Areas
8. Loss of Character Due to Rapid Growth
9. Lack of Pathway Maintenance
10. Too Much Traffic Congestion in Neighborhoods/Residential Areas

## Cascade's Top Priorities

1. Creating a "Downtown" Village
2. Not Raising Taxes
3. Allocating and Planning Residential Growth in Appropriate Areas
4. Creating a Community Gathering Space
5. Improving Existing Parks
6. Encouraging and Supporting Commercial Development in Appropriate Areas
7. Investing Resources into Improving and Enhancing Streetscapes
8. Cleaning up the Thornapple River
9. Creating More Parks
10. Pedestrian Facilities



## Focus Groups

The following public focus groups were held as part of the Strategic Planning Process:

- Downtown/Village (March 24, 2022)**  
 Participants discussed the boundaries of the “Cascade Village”, and how the Village area could be enhanced. Key topics included redevelopment, beautification, complete streets, bicycle and pedestrian safety, community events, and business attraction and retention.
- Parks and Trails (March 29, 2022)**  
 Participants discussed the recreation and preservation needs of the Township, including new parks amenities that are desired, the need for additional recreational programming, and opportunities to develop new parks as the Township grows.
- Growth Management and Preservation (April 14, 2022)**  
 Participants discussed how to accommodate growth pressure while preserving the natural features of the Township. Specific areas were identified for future growth, and we as areas to be protected from future growth.
- Roads and Streets (April 21, 2022)**  
 Participants discussed the safety and efficiency of the Township’s transportation system. Dangerous or congested intersections were identified, as were places where pedestrian or bicycle infrastructure is needed. Representatives of the Kent County Road Commission were on hand to answer questions and provide context.





# Action Plan

044

## Introduction

This portion of the Master Plan Update serves as an initial plan of action for the Township; implementing the goals, projects, actions, and future land use categories outlined during the process. Each implementation step is categorized into the plan themes as well as the Cascade Village.

It is the intent of this Plan to set a foundation for Township decision-making as it relates to planning and zoning matters. The 2022 Cascade Township Strategic Plan includes an extensive list and analysis of the short- and mid-term priorities and projects for each Board, Commission, and Committee in Cascade Township.

Further, the Zoning Plan and the Future Land Use Plan are written with extensive content so as to establish a clear direction for the intended patterns and characteristics of the built environment. As such, the primary implementation measure for this Master Plan is to update the Cascade Township Zoning Ordinance to be more aligned with the Township's vision for the future.



## Responsibility & Partners

Primary responsibility for implementing this plan rests with the Township Board, the Planning Commission, and Township staff. Many entities and organizations will need to cooperate in order to fully implement policies, recommendations, and vision.

## Planning Principles

Consistent with the Goals and Objectives in this plan, Cascade Township intends to remain an attractive, desirable, predominantly residential community with an emphasis on providing a high quality of life for its residents. Focused development patterns and targeted density, coupled with the preservation of natural resources and the provision of recreational opportunities, the goal of this Future Land Use Plan is to ensure that the Township is well-positioned to continue to offer residents the best possible blend of amenities and character.

# Future Land Use Plan

It is envisioned that Cascade Township will continue to remain a livable community with high quality of life. The Table below includes a summary of all Future Land Use categories outlined in this Section.

FUTURE LAND USE CATEGORY	PERMITTED LAND USES	PERMITTED HOUSING TYPOLOGIES	MAXIMUM NUMBER OF STORIES (BY HEIGHT)	MAXIMUM DENSITY (BY RIGHT)
Farmland Preservation	Agriculture / Agri-tourism, Residential	Single-Family detached	2.5	See table below
Rural Preservation	Agriculture Residential	Single-Family detached	2.5	See table below
Suburban Residential	Residential	Single-Family detached	2.5	See table below
Community Residential	Residential	Single-Family detached, two-family attached	2.5	6 units per acre
28th Street Mixed Use	Commercial Office	-	2.5	Residential not permitted
Cascade Village	Commercial Office, Residential	Upper floor residential units, missing middle housing	2.5	6 units per acre
Centennial Mixed Use	Residential Office	Multi-family buildings	2.5	6 units per acre
Arboretum Mixed Use	Commercial Office, Residential	Single-family detached, missing middle housing	2.5	6 units per acre
Meijer Area Mixed Use	Commercial Office, Hotel	-	4	Residential not permitted
Southwest Mixed Use	Residential Commercial, Light Industrial Office	Multi-family buildings, missing middle housing	3	8 units per acre
Starr-Glenwood Mixed Use	Residential Office, Light Industrial	Multi-family buildings, missing middle housing	3	6 units per acre
Waterfall Shoppes Mixed Use	Commercial Office	-	2.5	Residential not permitted
Airport	Airport	-	FAA requirements	Residential not permitted
Industrial	Industrial	-	2	Residential not permitted
Golf Course/Open Space	Golf Courses, Parks	-	Varies by district	Residential not permitted
Cemetery	Cemetery	-	Varies by district	Residential not permitted
Public/Semi-Public	Civic Buildings, Parks	-	Varies by district	Residential not permitted

## Permitted Density

The table below includes additional details as to the permitted maximum density by right in the single-family residential future land use categories. In general, the maximum density in these districts are largely dependent on the amount of open space provided per development. These are requirements outlined in the Cascade Township Zoning Ordinance and Subdivision Ordinance.

FUTURE LAND USE CATEGORY	CORRESPONDING ZONING DISTRICT	PROPOSED TYPE OF SUBDIVISION	MAXIMUM PERMITTED DENSITY (BY RIGHT)
Farmland Preservation	FP, Farmland Preservation	No open space	1 unit per every 4.6 acres (approx.)
		At least 50% of gross acreage left as protected farmland	1 unit per every 1.15 acres (approx.)
Rural Preservation	ARC, Agricultural/Rural Conservation	No open space	1 unit per every 4.6 acres (approx.)
		At least 25% of the developable acreage left as public or private open space	1 unit per every 2.3 acres (approx.)
		At least 50% of the developable acreage left as public or private open space	1 unit per every 1.15 acres (approx.)
		At least 50% of the developable acreage is dedicated as public open space	1 unit per acre
Suburban Residential	R-1, Single Family Residential	No open space	1 unit per every 1.8 acres (approx.)
		At least 25% of the developable acreage left as private open space.	1 unit per every 0.9 acres (approx.)
		At least 25% of the developable acreage is dedicated as public open space	1.2 units per acre (approx.)
		At least 25% of the developable acreage left as public or private open space with public sewer and/or water	1.7 units per acre (approx.)
		At least 25% of the developable acreage left as public or private open space with public sewer and water	2 units per acre
		At least 50% of the developable acreage is left as public or private open space	2.07 units per acre (approx.)
		At least 50% of the developable acreage is left as public or private open space with public sewer and water	3 units per acre
	R-2, Single Family Residential	No open space	1.2 units per acre (approx.)
		*At least 25% of the developable acreage left as public or private open space	2.9 units per acre (approx.)
		*At least 50% of the developable acreage is left as public or private open space	4.6 units per acre (approx.)



## Farmland Preservation

The highest priority of this Plan is to support and encourage the preservation of rural character and the continuation of agricultural production processes in the Township. The Farmland Preservation Future Land Use designation is intended to support the continued agricultural activities with the Township as well as to establish mechanisms to support farmland succession efforts. Municipal utilities are not planned to expand into these areas.

Farmland Preservation areas are largely concentrated on the east portion of the Township, between I-96 and 36th Street, between Cherry Avenue and Snow Avenue.

### APPROPRIATE LAND USES

Land uses appropriate for the Farmland Preservation designation include farms and farmland, including both crop growing and livestock raising activities, with associated residential homes. Other types of land uses, such as agri-tourism uses (e.g., cider mills, u-pick operations, etc.) may also be appropriate in this area.

### APPROPRIATE ZONING DISTRICTS

FP, Farmland Preservation



## Rural Preservation

Similar to the intent of the Farmland Preservation Future Land Use category, Rural Preservation areas are envisioned to support the preservation of rural character in the Township, while preventing suburban sprawl into the eastern portion of the Township. In these areas, Cascade's natural character, most notably the rolling hills and dense woodlands, should be protected and preserved in every way possible. Rural Preservation areas are planned to stretch north-south in the Township, spanning from the Grand River on the north side, to the southern Township boundary. The westernmost boundary of these areas include the Thornapple River, south of I-96 and both Buttrick and Cherry Avenues, north of I-96.

### APPROPRIATE LAND USES

Land uses that are most appropriate for the Rural Preservation District include single-family homes and residential land uses on large lots. Accessory buildings, such as pole barns or small hobby farms are also appropriate development/land uses within this District. Utility extensions are not planned for these areas.

### APPROPRIATE ZONING DISTRICTS

ARC, Agriculture/Rural Conservation Zoning District



## Suburban Residential

A majority of Cascade Township's housing stock is located within the Suburban Residential Future Land Use designation. The general character of these areas includes higher density residential development on smaller lot sizes. Suburban Residential areas generally located within close proximity to commercial centers and hubs within the Township, as well as close access to community amenities such as parkland and golf courses.

Suburban Residential areas are intended to encompass and support the preservation of existing residential neighborhoods where traditional neighborhood design is encouraged.

### APPROPRIATE LAND USES

Land uses that are most appropriate for the Suburban Residential Future Land Use areas include residential land uses and neighborhoods. Any future (re)development in these areas should incorporate sidewalk infrastructure on both sides of the street, non-motorized neighborhood connections (as applicable), and multiple street connections onto major thoroughfares. Existing natural features, such as woodlands, should be preserved to the highest extent possible. Township or County owned parks and/or trails are also appropriate here.

### APPROPRIATE ZONING DISTRICTS

R-1, Single-Family Residential  
R-2, Single-Family Residential



## Community Residential

The Community Residential Future Land Use category is intended to encompass both attached and detached residential housing in Cascade Township. Community Residential areas are more appropriate adjacent to commercial amenities and public facilities, such as parks and schools. The Community Residential designation is also intended to serve as a residential transition between the higher intensity commercial land uses along the 28th Street Corridor and the Suburban Residential (single-family detached) land uses.

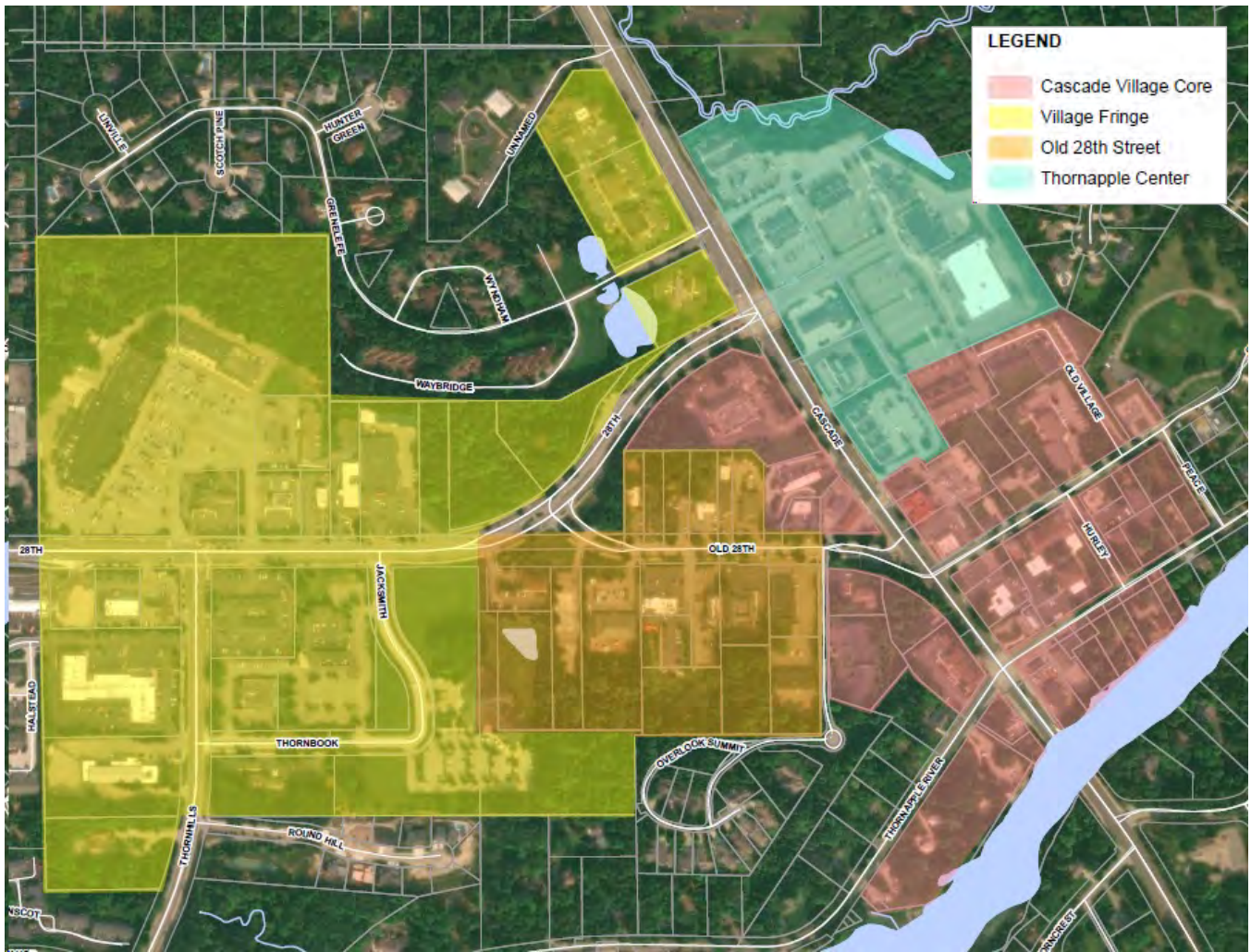
### APPROPRIATE LAND USES

Residential development, varying in housing typologies and higher density, are appropriate here. Development types can include attached condominium units, attached single-family homes, detached single-family homes, and other similar land uses.

Natural features, such as woodlands and ponds, should be preserved with (re)development activities. Further, residential developments should include sidewalks and non-motorized facilities that connect to the Townshipwide system, or to adjacent neighborhoods. Further, new residential development proposals should include greenspace, open space, active, or passive recreation space. Water and sewer connections are appropriate for this District, where they may not already exist.

### APPROPRIATE DISTRICTS

PUD, Planned Unit Development



## Cascade Village

This Future Land Use Plan includes the Cascade Village area, spanning east-west from (approximately) Thornhills Avenue to the end of 28th Street at Cascade Road and Thornapple River Drive. However, it is recognized that the whole area includes several unique characteristics that should be explored separately through this Plan and subsequent zoning decisions. Therefore, the Cascade Village area is comprised of four (4) hubs, or mixed-use centers. These include:

- Cascade Village Core
- Thornapple Center
- Village Fringe
- Old 28th Street

The 4 mixed-use centers listed above are generally intended to include mixed-use developments, whether they are horizontal mixed uses (e.g., commercial adjacent to office, adjacent to residential) or vertical mixed uses (e.g., ground floor commercial and upper floor residential). Further, each of the mixed-use centers is envisioned to represent the Township’s most robust and highest quality building and site design requirements. The Cascade Village area, within its entirety, should be connected by pedestrian and/or bike infrastructure and incorporate existing public uses, such as the Kent District Library and Friendship Park.

### APPROPRIATE DISTRICTS

B-1, Village Business  
(Future form-based zoning districts)



Gaslight Village in the City of East Grand Rapids, Michigan, includes the planned building type, architectural style, scale, and massing intended for the Cascade Village Core.



## Cascade Village Core

As a high priority for the Township throughout the duration of this Plan, the Cascade Village core area is envisioned to be the Township's walkable, bikeable, and welcoming traditional Village area. Traditional colonial/cottage style architecture is envisioned, with high quality building and site design elements. Higher density buildings are appropriate in this area, with minimal setbacks, rear or side parking, and other traditional site design features.

The main walkable core of Cascade Village is intended to be located around the intersection of Cascade Road and Thornapple River Drive. This is the area where most shopping, dining, and recreation activity is intended to take place.

The Cascade Village Core area supports walkable and engaging streetscapes with varied storefronts, restaurants, public spaces, and activities. Residential housing is encouraged with a mix of townhomes, upper-story lofts, and apartments. Easy access to on-street parking should be prioritized in development. Off-street parking and other essential infrastructure should be hidden from the street. All buildings should be constructed at a human-scale for size and massing.



Mashpee Commons, in Cape Cod, MA, is an example of the planned traditional/cottage-like architecture style envisioned for Thornapple Center.



## Thornapple Center

Thornapple Center is one of the areas within the Cascade Village Future Land Use category that is primed for redevelopment. Current conditions of this area include a vast underutilized parking area and several successful commercial businesses. Thornapple Center is not connected by sidewalk or bike infrastructure and does not offer many cross-connections between parking lots to adjacent areas within the Village Core to the south.

However, the current layout of the Thornapple Center site sets the stage for grid-like structure, fully connected by a pedestrian network and usable public space for gathering, shopping, dining, and other recreational activities. The future vision for this area includes a walkable and bikeable urban center with residential land uses and commercial land uses intermingled. Commercial land uses can include restaurants, offices, retail stores, and other similar type uses.

The residential land uses in the Thornapple Center area are envisioned to include a mix of housing typologies. This includes residential units above a commercial storefront in a vertical mixed-use building, or “missing middle” residential structures.



South Main Street in the City of Plymouth, MI is an example of horizontal mixed-use development. Note the sidewalks, streetlamps, buried utilities, minimal signage, street trees, reduced building setbacks, and other similar placemaking features.

## Village Fringe

Further west on 28th Street, up to the “D&W Fresh Market site” (approximately near Thornhills Avenue) as well as the immediately adjacent residential neighborhoods, are intended to be comprised of a different land use fabric. Horizontal mixed uses and higher density residential (e.g., single family attached and detached) land uses are more appropriate than vertical mixed-use buildings. The Village Fringe area supports infill development along 28th Street that is more consistent with the goals and vision of this Plan.

Buildings and structures should be situated closer to the street (as applicable), with rear or side parking. Cross-access between parking lots and shared parking agreements are encouraged here. Developments should also include specific design elements that serve as a placemaking concept – to notify pedestrians and motorists they have “arrived” at the Cascade Village. Sidewalks and mobility improvements should also be a priority in this area.

In terms of residential development, single-family detached homes and single-family attached homes are both appropriate residential land uses within this category. This is intended to encompass the existing single-family attached units, as well as residential neighborhoods that are located within close proximity to the Village Core. These residential areas can be enhanced throughout the duration of this Plan by implementing pedestrian infrastructure to connect these neighborhoods to the Cascade Village area.





An example of adjacent residential development in Gaslight Village, City of East Grand Rapids, MI.

## Old 28th Street

Surrounding the Old 28th street Corridor is intended to become a mixed-use area with a shifted focus on residential components. Those who reside within this area will have primary walkable and bikeable access to the Village core at Thornapple River Drive and Cascade Road.

This area is intended to have more residential development, likely small-scale attached single-family residential dwelling units, with some commercial businesses adjacent. This area should also be walkable and provide pedestrian and bike access (as applicable) to the Village Core and further “up the hill” to the Kent District Library and other businesses.



EXISTING CHARACTER OF 28TH STREET

## 28th Street Mixed Use

Perhaps the highest traffic volume corridor in the region, 28th Street is largely known for its chain/big box establishments, traffic congestion, and suburban architecture with vast parking lot areas. The easternmost portion of the 28th Street Corridor is located within Cascade Township, spanning east-west from Patterson Avenue to Cascade Road. Current conditions include commercial development varying in size and age.

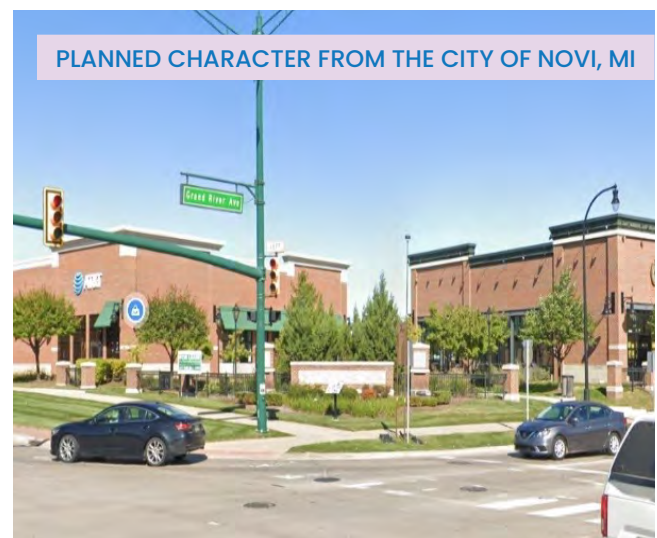
The 28th Street Future Land Use category envisions a modern land use and architectural fabric to the 28th Street Corridor. This includes mixed uses, permitting commercial, medical, and office uses. Further, this Plan envisions the 28th Street Corridor to redevelop (or infill development) into a Corridor with cross-access between businesses, right-sized parking areas, high quality landscaping, attractive signage, and high-quality building and site design. This includes building materials constructed from brick, masonry, stone, siding, and other applicable materials. Further, (re)development sites should include robust frontage, parking lot, and general site landscaping elements.

### APPROPRIATE LAND USES

Permitted land uses in this designation include commercial, medical, and office. Hotels are not planned land uses in this area. New developments, infill development, and redevelopment sites should be connected to water and sewer infrastructure, if it does not already exist. Existing mature growth trees and appropriate greenspaces should be preserved to the highest extent possible. Sidewalk connections should be required in these areas.

### APPROPRIATE ZONING DISTRICTS

PUD, Planned Unit Development



PLANNED CHARACTER FROM THE CITY OF NOVI, MI



EXISTING CHARACTER OF STARR-GLENWOOD



PLANNED CHARACTER



PLANNED CHARACTER

## Starr-Glenwood Mixed Use

Redevelopment Mixed Use areas are generally planned to generate redevelopment activities in specific areas surrounding the 28th Street Corridor. Redevelopment activities can include permitting additional land uses (e.g., commercial and residential) to create a mixed-use environment with infill development, or repurposing/converting existing buildings into new land uses.

Most notably, Redevelopment Mixed Use areas are planned for the “Starr Triangle” encompassing the Cascade Office Park and on the east side of Hotel Avenue spanning to Glenwood Hills.

### APPROPRIATE LAND USES

Land uses that are appropriate for the Redevelopment Mixed Use designation include office uses, maker spaces or light industrial, commercial uses, and, in certain situations, multi-family residential uses or mixed-housing typologies. Hotels and lodging land uses are not planned for these areas. Water and sewer connections are appropriate for this District, where they may not already exist. Existing mature growth trees and natural spaces should be preserved. Further, new residential development proposals should include greenspace, open space, active, or passive recreation space.

### APPROPRIATE ZONING DISTRICTS

PUD, Planned Unit Development



EXISTING CHARACTER OF CENTENNIAL PARK

## Centennial Mixed Use

The overall goal of the Centennial Mixed Use designation is to re-energize the declining office park land uses in the Township. Currently, Centennial Park is the local for Cascade Township Hall, and other office businesses and buildings. The Centennial Mixed Use area is envisioned to emerge into a walkable mixed use node within the Township. This land use designation is located south of 28th Street, from Kraft Avenue to Thornhills Avenue.

### APPROPRIATE LAND USES

In Centennial I Mixed Use areas, appropriate land uses include offices and medical facilities. Residential developments with mixed housing typologies may also be appropriate in this area. Hotels and lodging land uses are not planned for these areas. Water and sewer connections are appropriate for this District, where they may not already exist. Existing mature growth trees and natural spaces should be preserved for any new development or redevelopment activities. Further, new residential development proposals should include greenspace, open space, active, or passive recreation space.

### APPROPRIATE ZONING DISTRICTS

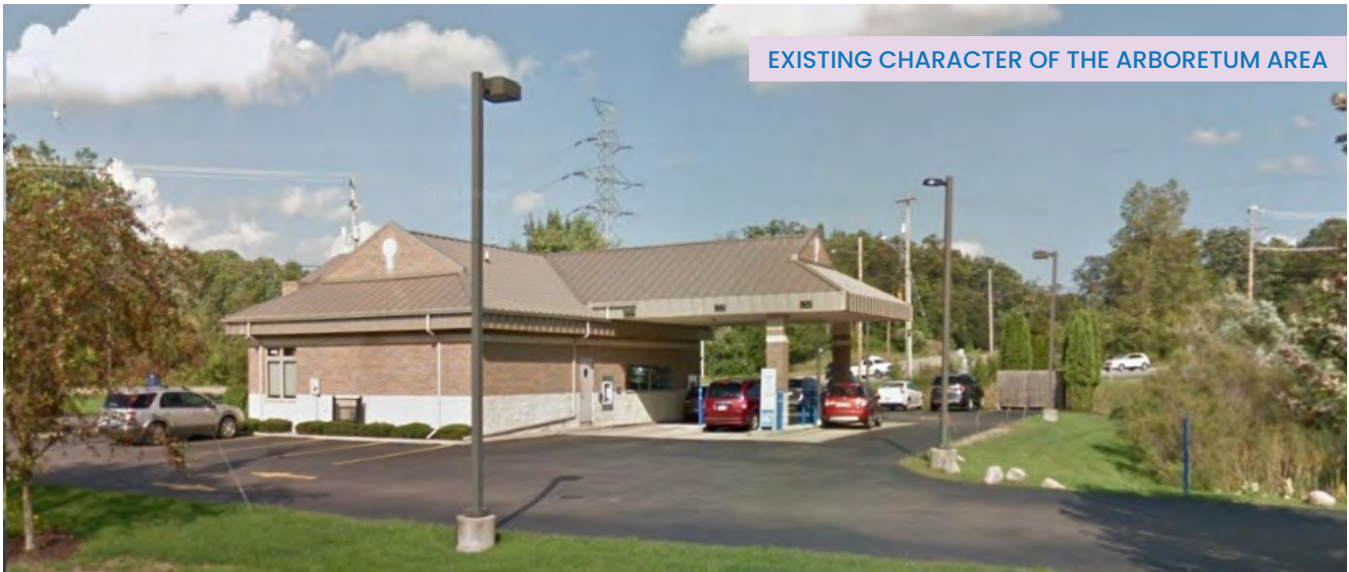
Centennial Park Overlay  
PUD, Planned Unit Development



PLANNED CHARACTER



PLANNED CHARACTER



## Arboretum Mixed Use

The Arboretum Mixed Use area is intended to encompass the commercial node surrounding the Cascade Road and Hall Road area. Current conditions include small commercial businesses surrounded by residential land uses. The Township should continue to support these local businesses, but also offer opportunities for mixed use development and growth. Any new commercial development should be at a small-scale intended to serve adjacent residential homes.

### APPROPRIATE LAND USES

Land uses that would be appropriate in this area include small offices and small-scale local commercial businesses and single-family residential development (attached or detached). New residential developments should incorporate sidewalks and non-motorized infrastructure on both sides of the street and connecting to main thoroughfares. Hotels and lodging facilities are not appropriate.

New commercial development should also include robust landscaping elements and right-sized parking areas located on the side or rear of the building. All buildings should be appropriate scale and massing as the



surrounding area and constructed with high quality building materials. Cross-access between businesses should be encouraged. Existing mature growth trees should be preserved to the highest extent possible.

### APPROPRIATE ZONING DISTRICTS

O, Office

B-2, General Business

PUD, Planned Unit Development



## Meijer Area Mixed Use

The Meijer Area Mixed Use designation is intended to include the current Meijer store located on 28th Street and immediate parcels north of the store. Development activities here can include infill development or redevelopment of existing structures, as applicable. Existing conditions in this area include commercial businesses, hotels, and offices.

### APPROPRIATE LAND USES

Land uses appropriate for this area include commercial and retail businesses, medical facilities, general office land uses, or hotel and lodging land uses. New development and redevelopment structures and buildings should be attractive and include high quality building materials with robust aesthetic elements, such as frontage landscaping, parking lot landscaping, attractive signage, and others. All development in this area should be connected to public utilities.

### APPROPRIATE ZONING DISTRICTS

B-2, General Commercial





EXISTING CHARACTER OF SOUTHWEST MIXED USE AREA

## Southwest Mixed Use

The Southwest Mixed Use area is located on the south westernmost corner of the Township. This area is unique in that it borders several adjacent municipalities, the City of Kentwood, Gaines Township, and Caledonia Township. This area is generally industrial in nature but is planned to accommodate mixed uses throughout the duration of this Plan. This area likely experiences heavier truck traffic and traffic during peak hours, as it is a location for places of employment in the area.

### APPROPRIATE LAND USES

Appropriate land uses in the Southwest Mixed Use designation include light industrial businesses, hotels, retail and commercial businesses, higher density residential, and office. Offering flexibility in land uses is intended to be responsive to market demands in the area, while balancing the Township's goals for preservation of residential and rural character. New development in this area should be constructed of high-quality building materials, such as brick, stone, or siding. Roads and driveways should be constructed to withstand frequent heavy vehicle traffic. Further, new development should include robust landscaping and signage elements. All new developments should be connected to public utilities.

### APPROPRIATE ZONING DISTRICTS

TI, Transitional Industrial  
 B-2, General Business  
 O, Office  
 PUD, Planned Unit Development



PLANNED CHARACTER



PLANNED CHARACTER

## EXISTING CHARACTER OF WATERFALL SHOPPES



## Waterfall Shoppes Mixed Use

The Waterfall Shoppes Mixed Use area encompasses an existing commercial and retail hub in Cascade Township. This area is a popular regional destination for general commercial activities. The area experiences high traffic volumes, frequent loading and unloading activities for big box retail stores, vast parking lots, and other similar features consistent with suburban commercial development on a large scale. The overarching vision for the future of this area is to support and maintain economic activities to occur in this area, but also open the door for potential infill development or redevelopment, as applicable or appropriate.

### APPROPRIATE LAND USES

The land use vision of the Waterfall Shoppes Mixed Use designation includes commercial and retail businesses, restaurants, medical buildings, and offices. Hotels and other lodging facilities are not planned for this area. Development should include robust parking lot landscaping plans, high quality building and site design, cross-access between businesses, shared parking areas, and other applicable elements that are appropriate for suburban commercial development. All development in this designation should be connected to public utilities. Existing trees and other natural elements should be preserved to the highest extent possible. Signage, lighting, and other site features should be attractive, consistent, and constructed of high-quality materials.

### APPROPRIATE ZONING DISTRICTS

B-2, General Commercial  
PUD, Planned Unit Development



## Airport

The airport Future Land Use category encompasses the existing Gerald R. Ford International Airport. In general, the Airport is regulated by the State of Michigan and the Federal Aviation Administration (FAA). The future land use plan for this area is intended to remain as an airport, with associated applicable aeronautical uses accessory to operations. Cascade Township does not envision a geographic expansion of the airport into other parcels or areas within the Township.

The primary intent of the Airport Future Land Use category and corresponding zoning district (listed below) is to accommodate and promote aeronautical progress for the public good and to facilitate adequate provisions for a system of transportation pursuant to MCL 125.3203.1, while protecting the public health and welfare of Cascade Township citizens.

Additionally, in a legal opinion generated by municipal attorneys at Foster Swift, “Activity at a publicly owned airport under control of an airport authority created by the Airport Authorities Act (Capital Regional Airport in Lansing) which are aeronautical uses are exempt from zoning, though non-aeronautical uses of such an airport are subject to zoning. Further, local zoning cannot conflict with adopted airport zoning. 7 Section 18 of P.A. 23 of 1950 Extra Session, as amended (the Airport Zoning Act, MCL 259.448 et. seq.). (Section

15 (MCL 259.445) provides for airport zoning to be a part of local zoning.)” With this, any land surrounding the airport that is subject to Township local zoning is planned to remain as undeveloped open space, greenspace, or greenway – as the Future Land Use map indicates.

Further, the Future Land Use Map indicates the approximate areas for the Airport Safety Zones. According to the FAA, safety zones are “a trapezoidal area off the end of the runway end that serves to enhance the protection of people and property on the ground in the event an aircraft lands or crashes beyond the runway end.” These Zones underlie a portion of the approach closest to the airport. The Airport Safety Zones have limitations on obstructions, such as residential, industrial, or commercial development, for the primary purpose of the protection of people and property on the ground. These areas are approximated on the Future Land Use Map.

### APPROPRIATE ZONING DISTRICTS

AC, Airport Commerce District  
Overlays A, B, and C



## Industrial

The industrial 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. Industrial activities within the Township are concentrated on the north and west side of the Airport, south of I-96.

Industrial areas are not intended or envisioned to expand as a component of this Future Land Use Plan. Industrial land uses are not intended or supported to expand east of the Airport.

### APPROPRIATE LAND USES

General industrial activities, such as manufacturing, warehousing, assembly, mini storage, research and development, and other similar industrial businesses and land uses are appropriate here. Any new development and redevelopment activities should consist of attractive building facades, landscaped frontages, sites, and parking lots, appropriate lighting, and other applicable site design elements.

### APPROPRIATE ZONING DISTRICTS

Ti, Transitional Industrial  
I, Industrial



## Golf Course or Open Space

Currently, Cascade Township has several privately-owned golf courses within its borders. While it is understood that these golf courses will likely remain for the foreseeable future, it is best practice to identify future land uses that may be most appropriate for golf courses, should the properties ever be purchased or sold. As such, this Plan envisions the Township's golf courses to remain as undeveloped land, as open space, greenspace, or parkland.

Further, passive open space is intended and planned for the area east of the Airport, between I-96 and the airport property. It is also recognized that with FAA regulations, development is also not appropriate for this area. The general intention for this area is undeveloped open space, greenspace, or parkland. Passive recreation uses, such as walking or bike trails, may also be appropriate.

### **APPROPRIATE LAND USES**

Golf courses, open space, parks, walking trails, bike trails, or other similar uses.

### **APPROPRIATE ZONING DISTRICTS**

ARC, Agriculture Rural Conservation FP, Farmland Preservation



## Cemetery

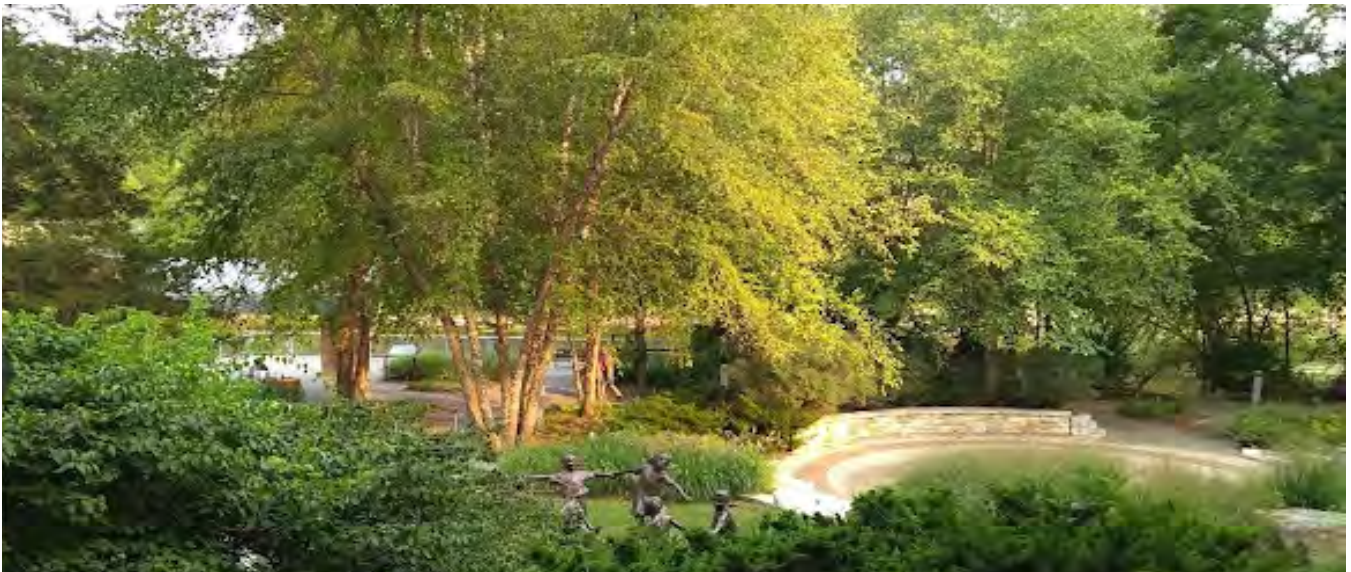
Heavily regulated by the State of Michigan, cemeteries in Cascade Township are planned, and required, to remain as cemeteries in perpetuity. As such, the Future Land Use for cemeteries is not planned to change from current conditions. Cemeteries in the Township should be appropriately maintained in quality condition, with appropriate accessory buildings and uses.

### APPROPRIATE LAND USES

The only appropriate land use is a cemetery and related activities. However, with any new cemetery development in the Township, various site elements should be considered as a component of that development. This includes the assessment of new walking paths or bike paths within the site (and connecting to the Townshipwide network, as applicable), appropriate site lighting and parking areas, attractive signage, and quality structures.

### APPROPRIATE ZONING DISTRICTS

ARC, Agriculture Rural Conservation  
FP, Farmland Preservation



## Public/Semi-Public

Publicly or privately owned facilities provide recreational, educational, governmental, and other services to the community. The Township continues to encourage opportunities to enrich the lives of its citizens by offering varied services.

It should also be noted that the Township owns several properties along the Thornapple River. Public access is not always available in those areas.

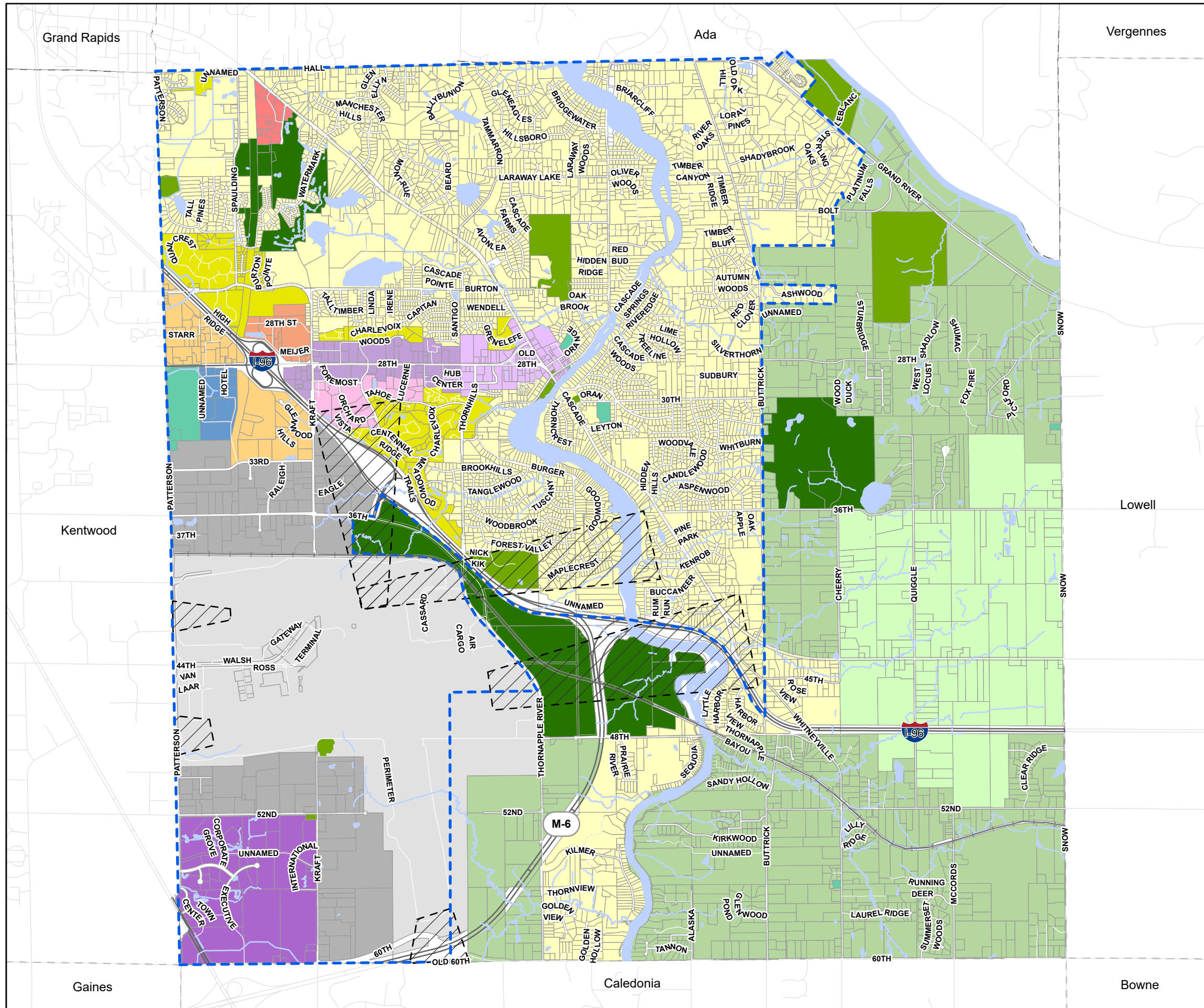
### **APPROPRIATE ZONING DISTRICTS**

All

# DRAFT Future Land Use

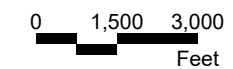
Cascade Township, Kent County, Michigan

December 15, 2023



## LEGEND

- Farmland Preservation
- Rural Preservation
- Suburban Residential
- Community Residential
- 28th Street Mixed Use
- Cascade Village
- Centennial Mixed Use
- Arboretum Mixed Use
- Meijer Area Mixed Use
- Southwest Mixed Use
- Starr-Glenwood Mixed Use
- Waterfall Shoppes Mixed Use
- Airport Zone
- Industrial
- Golf Course or Open Space
- Cemetery
- Public/Semi-Public
- Airport Safety Zone (Approx.)
- Utility Service Boundary



Basemap Source: Michigan Center for Geographic Information, Version 17a.  
Data Source: County or Local Community Source. McKenna 2020.

This page intentionally left blank.



## Zoning Plan

The Zoning Ordinance is the major tool available to local governments to implement the land use mapping element of the Master Plan. The future land use classifications and corresponding descriptions of those classifications form the basis for evaluation of future land use and the corresponding development associated with that use. The Master Plan provides general land use allocations while the Zoning Map has precise boundaries and permitted uses adopted as law.

A Zoning Plan is required by the Michigan Planning and Zoning Enabling Acts. Section 33(d) of the Michigan Planning Enabling Act, PA 33 of 2008, as amended, requires that the Master Plan prepared under that act shall serve as the basis for the community's Zoning Plan. The Michigan Zoning Enabling Act, PA 110 of 2006, as amended, requires a zoning plan to be prepared as the basis for the zoning ordinance. The Zoning Plan must be based on an inventory of conditions pertinent to zoning in the municipality and the purposes for which zoning may be adopted.

The following table presents the Cascade Township Zoning Districts that apply to each of the Future Land Use designations. Where new regulations are recommended to implement the Master Plan, the "new district" or "district revisions" descriptions have also been added to the table.

Not all of the Master Plan's future land use categories will match up with the current location or regulations of the Zoning District to which they most closely correspond. Zoning Ordinance text amendments, map amendments or new Zoning Districts will be necessary to implement the Future Land Use Plan. The key recommended revisions the Zoning Ordinance are discussed in the following pages.

## Relationship Between Future Land Use & Zoning

FUTURE LAND USE CATEGORY	ZONING DISTRICT
Farmland Preservation	FP, Farmland Preservation
Rural Residential	ARC, Agriculture/Rural Conservation
Suburban Residential	R-1 & R-2, Single Family Residential
Community Residential	PUD, Planned Unit Development
Cascade Village	B-1, Village Business VO, Village Office/Service NEW Form Based Code
28th Street Mixed Use	PUD, Planned Unit Development
Centennial Mixed Use	CPO, Centennial Park Overlay PUD, Planned Unit Development O, Office
Arboretum Mixed Use	O, Office B-2, General Business PUD, Planned Unit Development
Meijer Area Mixed Use	B-2, General Business ES, Expressway Service PUD, Planned Unit Development
Southwest Mixed Use	TI, Transitional Industrial B-2, General Business O, Office PUD, Planned Unit Development
Starr-Glenwood Mixed Use	O, Office PUD, Planned Unit Development
Waterfall Shoppes Mixed Use	B-2, General Business PUD, Planned Unit Development
Airport Zone	AC, Airport Commerce
Industrial	TI, Transitional Industrial I, Industrial
Golf Course or Open Space	ARC, Agriculture/Rural Conservation All Districts
Cemetery	ARC, Agriculture/Rural Conservation All Districts
Public/Semi-Public	All Districts



## Agriculture and Rural District Recommendations

The following includes zoning recommendations as it relates to rural preservation and agricultural preservation in the Township.

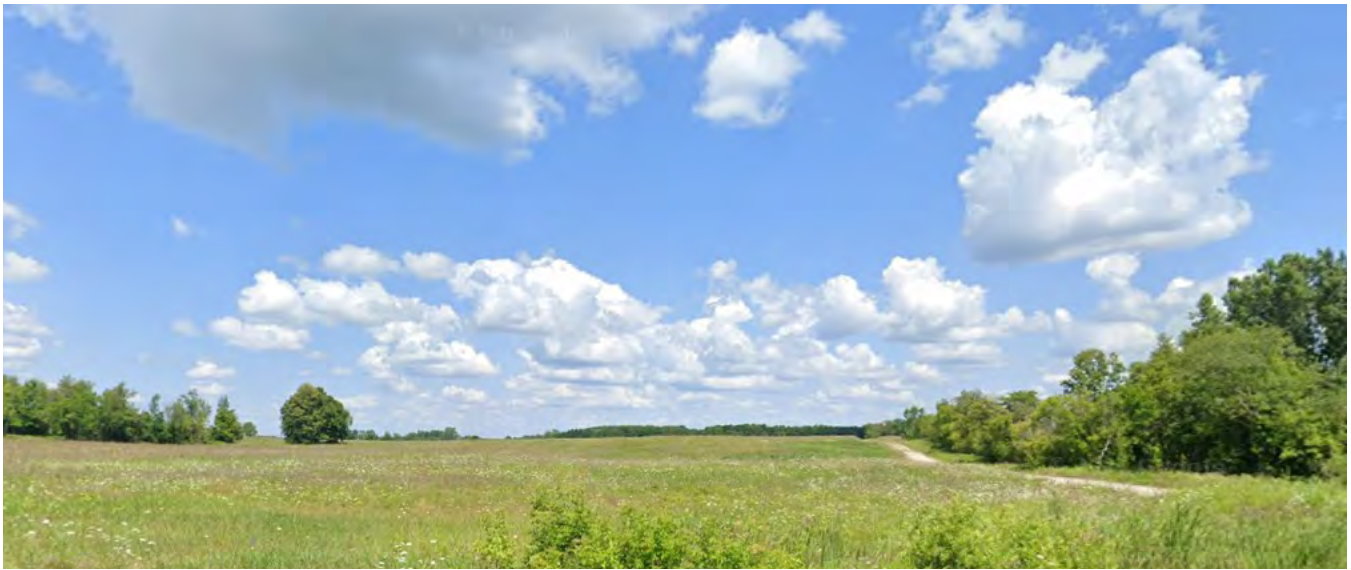
### District Recommendations

The Township should evaluate the FP, Farmland Preservation and ARC, Agricultural/Rural Conservation zoning districts to ensure they are adequately protecting rural character and natural features. Specifically, the minimum lot sizes should be evaluated to ensure that land cannot be excessively split, resulting in higher housing densities than can be supported by infrastructure, degradation of natural features, and reduction in cultivated land.

Additionally, Planned Unit Developments should not be approved outside of the Utility Service Boundary. Zoning, in particular housing density limits, in the rural portion of the Township should be designed to preserve character, and then strictly enforced.

### Private Road Restrictions

Private roads in rural areas split up farmland and allow unsustainable housing densities. Rather than create dead-ends leading into woods and former farmland, the Township will encourage housing in the rural areas to be located along existing thoroughfares, preserving unbroken stretches of farmland or natural space. An outright prohibition on private roads in the FP and ARC Districts should be considered. The Township should review and update private road standards and requirements as a result of this Plan also considering the requirements and capabilities of the Fire Department.



### Thornapple Crescent Greenway

Cascade Township envisions that the area between Gerald R. Ford Airport and the I-96 and M-6 freeways should be preserved as a natural area, with opportunities for passive recreation, such as bike paths and nature trails. This area should be branded as the Thornapple Crescent Greenway.

The Greenway is an opportunity to preserve natural features and green space because the land envisioned for the greenway is inappropriate for most private development. This is due to the following factors.

- Much of the land is owned by public/ quasi-public entities such as MDOT, the Kent County Road Commission, and the Kent County Airport Authority. This creates an opportunity for public uses, such as recreation and natural preservation, and an impediment to private development.
- Because of the nearby runway of Gerald R. Ford Airport, air traffic flies low over the Crescent, creating negative impacts that make housing development impractical. Non-residential development such as industrial or commercial is also burdened by the low-flying aircraft, and site design limitations dictated by the needs of aviation safety.
- Previous PFAS use at the airport creates concerns about new or increasing underground blooms of the forever chemical, making the groundwater risky

for use in wells. Meanwhile, public water infrastructure does not exist in the area, and extensions would be expensive, taking away from other infrastructure priorities.

- Noise and air pollution from the nearby highways would burden residential development. Commercial and industrial development may benefit from proximity to freeways, but the lack of exits in the area negates that potential advantage. There is only one exit on I-96 easily accessible from the Crescent (36th Street) and no convenient exits on M-6.
- Preserving green space in the Thornapple Crescent will reduce runoff pollution into the Thornapple River by limiting impervious surfaces.
- The road network in the area is inefficient and insufficient for intense development. Because of the highways, the Thornapple River, and the airport, there are only four roads into the Crescent – 36th Street from the west, Thornapple River Drive from the north and south, and 48th Street from the east. Aside from 36th Street (and its entrance to I-96 and connection to Patterson Avenue), this road network is insufficient for intensive development.

With those impediments in mind, the Township envisions partnering with the public and private landowners in the area to create a connected swath of public green space running from Cascade Recreation Park to 60th Street.



## Residential District Recommendations

The following recommendations pertain to the R-1 and R-2 Districts.

### Neighborhood Design

To continue to provide high quality of life and preserve the existing character of residential spaces, it is important to consider the character, design, and function of neighborhoods in Cascade Township. As such, some of the key factors that are generally considered as best practices for neighborhood design include:

### Neighborhood Design Guidelines

Connecting neighborhood streets to one another, and to Township thoroughfares, is generally encouraged when appropriate. Some primary purposes of a connected street system are to:

- Facilitate traffic flow
- Alleviate traffic congestion
- Reduce the number of trips
- Long-term cost savings for road maintenance and municipal infrastructure

In general, and where applicable, neighborhood streets should be designed in a way to minimize cut-through traffic, but allow for access to community gathering places, such as playgrounds, parks, and more.

Neighborhood street designs should offer more than one entry and exit route and connections to adjacent neighborhoods but can also include cul-de-sac and dead-ends as needed and applicable. Refer the image example of recommended street design. Notice the image example includes multiple connections to arterial roads simultaneously placed with cul-de-sac, and connections to other neighborhood streets.

Also noted in this example, is that although there are multiple street connections to arterial roads and to adjacent neighborhoods, a motorist would not use these neighborhood streets for cut-through access. This type of design promotes enhanced safety and privacy for residents.



## Commercial District Recommendations

Continue to monitor market trends as they relate to commercial development within the Township. A Zoning Ordinance update following the Master Plan should also consider reviewing requirements for both the B-2 and ES Districts and how they may be condensed or consolidated.

Also, consider developing additional requirements within the Township's base zoning requirements to enhance aesthetics and character in the following areas:

- Landscaping: particularly parking lot landscaping, tree preservation/replacement, and frontage landscaping.
- Signage: review current signage requirements for commercial districts to ensure that the Ordinance supports the desired results for sign aesthetics.
- Lighting: All outdoor lighting standards should also be consistent with the desired general aesthetics in the Township's commercial areas.
- Sustainability: consider any additional requirements for (re)development activities to support green infrastructure elements and sustainable design features, as applicable.
- Parking: review current parking requirements in the Township to ensure that the Township does not require excessive parking for commercial developments. This can lead to underutilized parking areas and impervious surfaces.

## Mixed Use District Recommendations

The following includes zoning and policy recommendations as it relates to the various planned mixed-use areas within the Township. It is recognized that these areas are predominantly PUDs, aside from the Cascade Village area. Refer to the PUD recommendations described further in this Chapter for more information on PUD agreement modifications, recommendations, and redevelopment. Further, refer to the Future Land Use Chapter for more information on the planned density and height requirements and limitations for the mixed use districts.

### Cascade Village

In order to preserve and enhance the historic charm of Cascade Village, while also promoting the Township’s brand and character to visitors to the 28th Street corridor, the Township will expand the purview of the Architectural Review Committee and adopt enhanced architectural regulations into the Zoning Ordinance.

In addition to the updated architectural standards in the Zoning Ordinance, administered by the Planning Commission and the Architectural Review Committee, the Downtown Development Authority will develop a program to subsidize improvements to existing buildings and sites to enhance their design and contribution to the intended character.

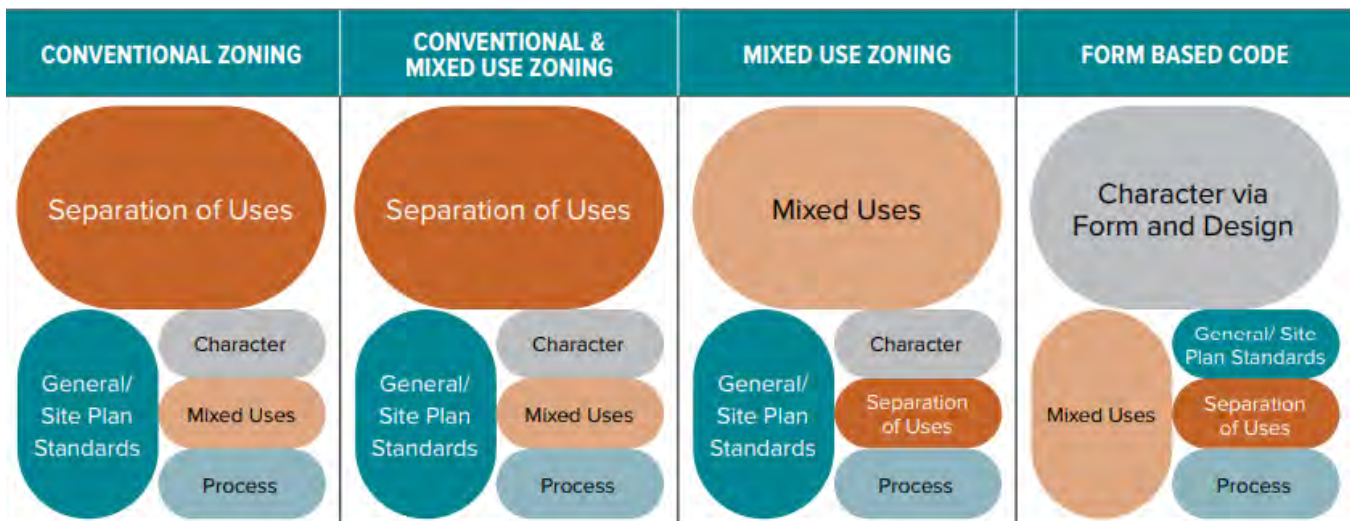
In addition to the zoning recommendations as outlined below, the Township should also consider combining and condensing the applicable zoning districts in the Cascade Village area, the B-1 Village District and the VO, Village Office/Service District. With the emphasis shifting toward mixed-uses in this area, it is likely that the VO District is no longer applicable to the Township’s goals.

### Form-Based Code

To implement the intended aesthetic character and energize redevelopment efforts to targeted areas within the Village Core mixed-use centers, a form-based code is recommended. In general, a form-based code is a type of zoning tool utilized to regulate the form and function of a building and site, over the use of the site – which tends to be the focus on traditional development under conventional zoning.

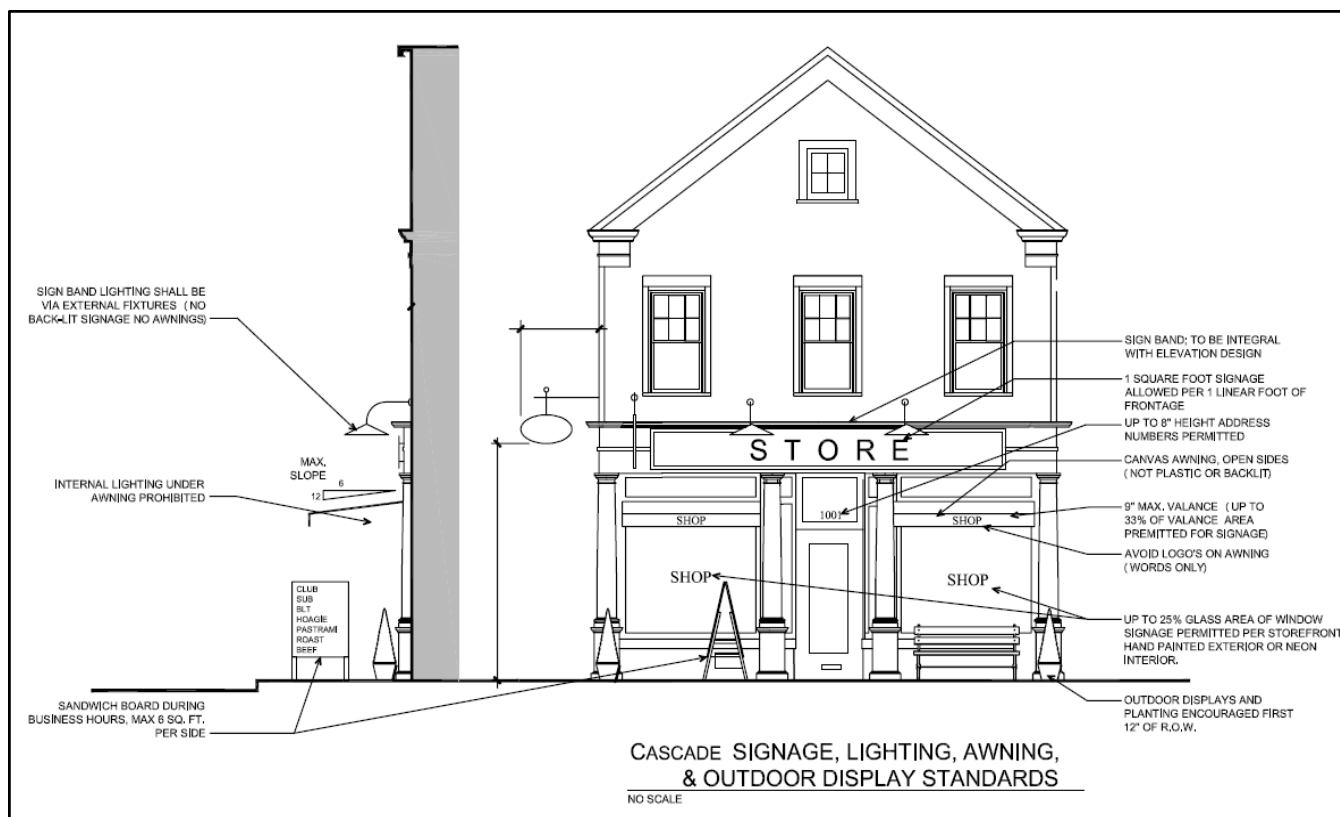
We recommend four (4) form-based code sub-districts to be established for the following mixed-use centers in Cascade Village:

- Village Core
- Village Fringe
- Old 28th Street
- Thornapple Center



The image above describes the differences between conventional zoning, mixed use zoning, and form based code. As shown, form based code requirements include heavy restrictions and robust standards as they relate to form and character, building, and site design with less emphasis on land use.

this page intentionally left blank



## Village Core

In the Village Core, the existing B-1 District architectural standards will be enhanced to promote a unified feel for the Village, while still allowing creativity.

The following general architectural standards are strongly encouraged for development in the Cascade Village Core. To create an architectural style that is harmonious with adjacent structures, sensitive to the natural environment, and supports a recognizable Township identity, general architectural standards are proposed to provide a reasonable range of exterior facade alternatives.

The following general architectural standards are strongly encouraged for development in Cascade Village Core.

- Storefronts, where applicable, should always be located at grade-level and consist of a minimum of 60% window area.
- Exterior finish materials on all facades shall be limited to brick, cut stone, wood siding or shingles, cementitious siding or shingles, or other rusticated elements.
- All window glass shall have a minimum transparency of 80%.
- Allow any natural color of primary materials such as stone or brick to dominate the majority of façade surface as its base color.
- Use accent colors for elements such as pilasters, horizontal bands, cornices, and window frames to complement the shade of the base color.
- Flat roofs should conceal rooftop mechanical equipment.
- All wall openings should be square or vertical in proportion.
- Doors and windows that operate as sliders should be prohibited along frontages.
- Balconies and porches should be constructed of painted wood or decorative iron or steel.
- Locate the main entrance and any signage of all buildings so as to address a street (not at the rear of building or addressing a parking lot).
- Construct all facades and facade segments parallel with a street at the corresponding frontage line.



### Village Core – Continued

- Create a sense of scale and proportion with the street level façade by using storefront spacing that provides for a visually interesting facade.
- All building windows should be operable, except storefront windows.
- Provide awnings or building overhangs to shade storefront glass.
- For storefront and display windows along frontages, provide and maintain display windows free from visual obstructions such as signs, logos, advertisements, window screens, security grille, blinds or window covering.
- Employ awning and canopy materials such as canvas, metal, or glass. Vinyl and plastic are not encouraged.
- Use awnings to define individual storefront openings only.
- Outdoor seating and dining areas should be encouraged wherever feasible.

### Village Fringe

The Village Fringe standards will be less prescriptive but will endeavor to create a unified appearance for the gateway to the Village. The architectural standards for the 28th Street Corridor will be designed to prevent the proliferation of corporate architecture, to promote the unique character of 28th Street, even for chain and national businesses. We recommend the following general zoning standards for the Village Fringe area:

- Reduced building setbacks, as applicable.
- Robust frontage landscaping requirements, including street trees, and streetlamps.
- Emphasis on infill development.
- Cross-access connections and shared parking lots between businesses.
- Sidewalks on both sides of the street and connections to buildings.
- Front or side rear parking lots only.
- Robust signage standards.
- Buildings to be constructed from brick, stone, attractive siding, or other similar materials consistent with the Village Core requirements.

## Old 28th Street

With a shifted focus and emphasis on residential development along Old 28th Street, architectural standards along Old 28th Street should be consistent with the Village Core and Village Fringe areas but allow for some flexibility in design as it relates to residential land uses. General recommendations for architectural standards include:

- Balconies and patios should be required for all residential units.
- Buildings should be constructed from high-quality materials, such as brick, stone, or siding that is consistent with the Village Core.
- Rooftop outdoor spaces for residential buildings should be encouraged.
- Setbacks should be minimal.
- Sidewalks should be installed on both sides of the street.
- Signage and lighting should be attractive and consistent with the Village Core design guidelines.
- Residential parking, such as garages, should be attached to the principal building.
- Parking areas should be located primarily at the side or rear of buildings.
- Main entrances into commercial businesses or offices should be fronting Old 28th Street.

## Thornapple Center

This area is currently a PUD within the Township and is likely not intended to change. In general, the following recommendations are intended to enhance the Thornapple Center area to transform into a mixed-use hub that is well-connected and encompasses a variety of land uses that create a livable center in the Township.

- A mix of mixed-use buildings and residential-only buildings, as to not saturate the commercial or retail market in the Village.
- Enhanced usable public space.
- Sidewalk connectivity throughout the development that connects to other areas of the Village.
- Enhanced cross-access and street network to reduce the emphasis on automobile travel and traffic and improve pedestrian travel.
- Buildings should be constructed from high quality materials, such as brick, stone, or siding that is consistent in character with the Village Core.
- Robust standards for signage within the development that is consistent with the Village Core.



## Planned Unit Developments

As of the creation and adoption of this plan, there are 99 Planned Unit Developments (PUDs) active in Cascade Township. While the PUD tool has allowed the Township to ensure that development is creative and high-quality, the existing agreements also create impediments to redevelopment.

While the Township does not envision substantial change to the PUDs in the Suburban Residential Future Land Use category, there are a number of PUDs in the 28th Street corridor, and in the other Mixed Use Future Land Use categories, where the envisioned character and land use differs from what is planned for in the PUD Agreement.

Therefore, in order to implement this Plan, the Township will need to negotiate with property owners to amend existing PUD Agreements to allow new uses in the existing PUDs and require high-quality design.

The Township's priorities in amending PUDs should include:

- Add residential as a permitted land use (where envisioned by this Plan in the Future Land Use Chapter), with the densities described by this plan, or as allowable based on the Density Bonuses described further in this Chapter.
- Allow increased building height, but only as specifically designated by this plan, or as described in the Density Bonuses as further described in this Chapter.
- Require green space and recreational amenities to reduce impervious surface and provide higher quality of life for residents and employees of the Mixed Use areas.
- Require improved pedestrian and bicycle connectivity, including connections to the Township's pathway system.
- Require architectural design consistent with architectural vision described further in this Chapter.
- Requiring proof of documentation regarding maintenance agreements for roads that comply with standards as regulated by Cascade Township and/or the Kent county Road Commission.

## Density Bonuses

In general, the housing density limits described in this Plan should be treated as prescriptive, not merely guidelines. In order to protect Cascade's character and ensure that infrastructure is sufficient as the Township grows, the planned housing density in each Future Land Use category should be strictly enforced and incorporated into the Zoning Ordinance.

However, in certain areas, there are opportunities to exceed the envisioned density through upgraded quality, investment in public services by developers, and donations to the Township's Green Space Preservation Fund as an offset to increased density in the developed portion of the Township.

The Township should develop a system to be incorporated into the Zoning Ordinance that reflects the following priorities:

### **ESSENTIAL PRIORITY: FIRE DEPARTMENT CAPACITY**

In order to allow a density bonus, the Township must ensure that the Cascade Fire Department and its mutual aid partners in neighboring communities can adequately service the size of the buildings and the number of residents. This may mean requiring developers to pay into a fund to support the enhancement of the vehicles and equipment available to the Fire Department.

Further, with the Township's current agreements with neighboring community Fire Departments (e.g., City of Kentwood), the Township should be mindful while reviewing and approving medium to high density residential developments to ensure that the development located is located within the 4-minute response time area. This is especially significant for senior living developments and facilities.

### **HIGH PRIORITY: RECREATION, PRESERVATION, AND GREENSPACE**

Higher density development in the 28th Street corridor and its surroundings may be necessary to accommodate growth and redevelopment, while ensuring that the eastern portion of the Township stays rural and natural. The Township envisions a direct connection between those two goals, by requiring a donation to the Green Space Preservation Fund, or in lieu of that, a donation to a new Parks and Recreation Fund or to the Pathways System. Payments into these funds are essential in order to access a density bonus.

**HIGH PRIORITY: HOMEOWNERSHIP**

Among the pressing concerns of the housing market, both locally and nationally, is a lack of available entry-level residential units available for purchase. Similarly, there is a lack of smaller housing units available for retirees to “downsize” from a family size house and have opportunity to age in place. Often, the same type of housing unit – a condominium in an attractive neighborhood – can achieve both goals.

Recognizing the market gap, the Township plans to prioritize housing developments that feature homeownership for density bonuses, while those that feature a rental structure will generally be required to stay within the envisioned maximum density allowed by right, as described by this Plan.

**MEDIUM PRIORITY: OUTDOOR AMENITIES FOR RESIDENTS**

One of the potential downsides of density is the lack of outdoor amenities amongst large buildings and parking lots. The Township will ensure that developments that exceed the envisioned density will have outdoor opportunities like green space, recreational facilities, community gardens, dog parks, balconies, patios, and rooftop decks.

**MEDIUM PRIORITY: ENVIRONMENTAL SUSTAINABILITY**

Long-term sustainability is important to the Township, especially when approving large developments. Considering this, the Township will encourage high density developments to achieve LEED certification, incorporate green stormwater infrastructure, exceed Township landscaping standards, provide electric vehicle charging stations, and reduce impervious surface.

**MEDIUM PRIORITY: MIXED USES**

Higher population density requires amenities and retail that do not require a car, in order to avoid burdening the road network (which is already congested in many locations along the 28th Street corridor), and to promote quality of life and walkability. Therefore, developments with a mix of uses could be prioritized for density bonuses.

**MEDIUM PRIORITY: CONNECTED ROAD NETWORKS**

Disconnected transportation networks cause congestion and social isolation. Developments seeking density bonuses will need to create connected networks of roads, bicycle pathways, and sidewalks, including connecting to adjacent neighborhoods and thoroughfares.

**OTHER PRIORITY: IN-UNIT AMENITIES**

While not as high a priority as the issues above, the Township will also work to ensure high density developments contain quality units, with multiple bedrooms, in-unit laundry, quality finishes, and time-saving appliances. Common space amenities such as package lockers, bicycle storage, and fitness centers are also encouraged and supported.

## Hotels

The I-96 – 28th Street interchange, along with Gerald Ford Airport, makes Cascade Township a target for chain hotels. While many of these properties tend to be of high quality when they first open, over time, they deteriorate, lose their national brand, and are replaced by new “inventory.”

Hotels – some of which have transitioned to substandard housing – represent a disproportionate share of emergency calls by Township first responders.

In light of this concern, the Township should pursue the following zoning policies with regard to hotels:

- The proliferation of hotels should be controlled by requiring Special Use permits, limiting them to the ES Expressway Service District, and containing new hotels to the northeast corner of the interchange, near Meijer.
- Hotels should not be added as a permitted use to any new PUDs where they are not already permitted.
- The number of hotels in the Southwest Mixed Use area should be monitored closely. Limits on the number of hotels should be included in any approved PUDs in that area when possible.
- Use standards designed to ensure lasting quality of hotel properties should be adopted and enforced on new hotel construction.
- Operational standards for hotels should be adopted to prevent the conversion into substandard housing.

## Greenspace Preservation

Cascade Township values its unique natural features, including hills, woodlands, rivers, wetlands, and lakes, as well as its farmland and remaining rural areas. In order to ensure that growth pressure does not overwhelm and degrade the natural features and green space, the Township will pursue the following policies:

### Utility Service Boundary

The urban service boundary demarcates the line where the Township will limit the provision of public utilities such as water and sewer. This boundary will help the Township focus development efforts inward rather than sprawling out, allowing more cost-effective delivery of public services and the preservation of open space and natural resources. The Township has committed to reviewing the urban service boundary every five years, concurrent with the Master Plan, in an effort to be responsive to changing conditions and needs. When reviewing proposed updates, the following criteria must be considered:

- Whether the amount of available land within the urban services district is adequate for all land use types for the ensuing 20 years.
- Current demographic and economic projections.
- The ability of the Township to maintain acceptable levels of service and quality of life for existing and new residents.
- Analyses of soil type, vegetation, topography, availability of public water and sewer services, existing property lines, existing land use, and potential for development.
- Proposed boundaries are preferred along roads or other natural boundaries.

In the event there is a request from a private property owner or developer to amend the boundary. The applicant must provide the following for consideration:

- Location in relation to the existing urban services area.
- Documentation from the applicant there are no other suitable development sites within areas already served by utilities.
- Documentation that a compelling public health and/or safety issue exists for which the only solution is amending the urban services district boundary.
- Weigh the benefits and economic burdens for the Township.

Much of the western two-thirds of the Township is within the Urban Services District. Many of the residential developments therein are served by both water and sewer services, although some do exist without one or both of those services. As long as capacities for both systems are adequate and quality of service will not drop as a result of increased development, expansion of the utility systems within the urban services district can be accommodated without further amendment of the urban service boundary.

The Utility Service Boundary in this plan designates the envisioned limits of public water and sewer infrastructure – and the density and intensity that it supports. The Utility Service Boundary should be strictly enforced. Public water and sewer should be built out within the boundary, but not beyond it.

## Right-Sized Infrastructure Investment

Infrastructure investments should focus on the parts of the Township planned for development and growth. Pathways, sidewalks, crosswalks, stormwater infrastructure, road capacity, and public water/sewer are all needed in those areas.

Infrastructure investment in the rural parts of the Township should be targeted and focus on quality-of-life improvements, such as bicycle pathways, nature preserves, and parks. Road capacity increases, including highway interchanges, are highly discouraged, and public water and sewer are prohibited beyond the Utility Service Boundary.

## Green Space Preservation Fund

Around the time of the adoption of this plan, the Township created a Green Space Preservation Fund. Resources in the fund will be used to acquire property or conservation easements in the rural portion of the Township. The Township itself will contribute to the fund, but the fund could also be augmented by voluntary donations, or by required donations by developers looking to access the density bonuses described in this Chapter.

## Park Target Areas

The Park Target Areas map designates various parts of the Township as Park Target Areas. These areas are chosen because they lack existing parks, have natural features that could be used for passive recreation, or for other strategic reasons. While the Township may or may not be interested in acquiring any specific parcel in the Target Area, opportunities for acquisition should be evaluated against the Parks Committees Acquisition Framework, or template, and the Township should not hesitate when appropriate opportunities present themselves.

## Thornapple Crescent Greenway

As described in more detail in this Chapter, the area east of Gerald R. Ford Airport is unsuited for development and also contains vulnerable natural features. The Township envisions the Thornapple Crescent Greenway, a connected stretch of public green space and recreation, taking shape in that area.

## Other Zoning Recommendations

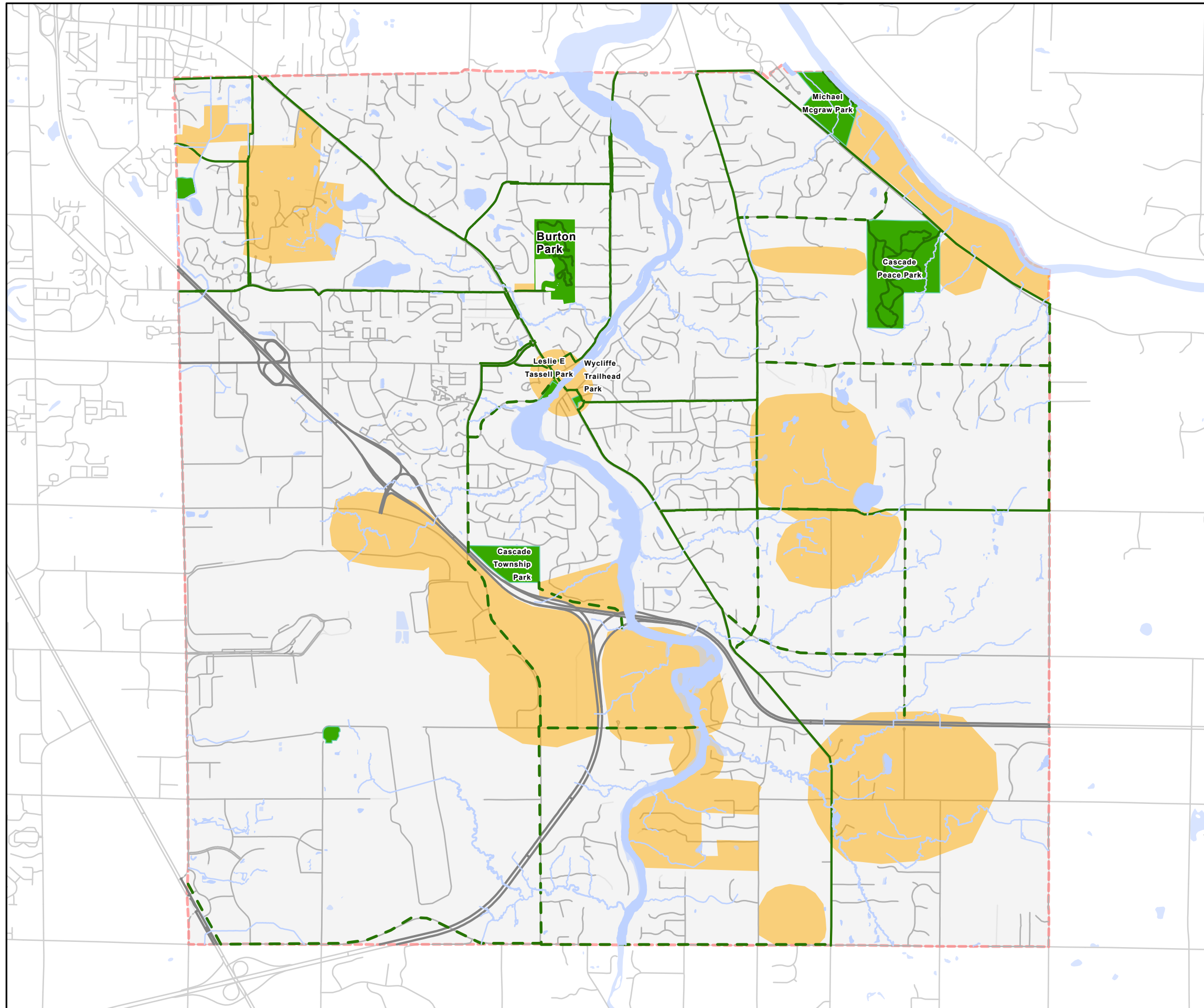
Throughout the duration of this Plan, Cascade Township should consider the review and update of Township planning and zoning processes. This includes a review and update of procedures, roles, responsibilities, review entities, decision making criteria, and other applicable themes related to site plan review, special land use review, and pre-application conferences.



# Park and Greenspace Target Areas

Cascade Township, Kent County, MI

February 16, 2024



## LEGEND

- Parks and Preserved Land
- Park or Greenspace Target Area
- Existing Non Motorized Trails
- Proposed Trail Extensions
- Cascade Township Boundary
- Bodies of Water



Basemap Source: Michigan Center for Geographic Information, Version 17a.  
Data Source: GVMC 2021. McKenna 2024.

this page intentionally left blank

## Site Plan Review and Procedures

An additional recommendation to implement this Master Plan is to have a more clear and defined development and site plan review process. Not only is it important to have zoning regulations that achieve the desired built environment for site development and appropriate land uses, but it is also imperative to articulate clear and concise decision-making criteria for the Planning Commission (and when applicable, the Township Board) to follow.

Cascade Township will implement process for any development or redevelopment, applicants and/or their representatives are encouraged to contact Township Planning Services staff and schedule a Conceptual Review meeting prior to formal application. Depending on the scope of the proposed development, the meeting may also include other Township staff (e.g., Engineering Services, Building & Inspection Services, and/or Fire Department).

The Conceptual Review meeting is intended to provide applicants and developers general information regarding the development review process and applicable design guidelines for a future project in our community. This informal meeting with staff is intended to promote a smooth review and approval process.

This Chapter presents a set of development criteria that can be used to evaluate how well site plan proposals meet the Township's zoning requirements as well as how well each proposal meets the Township's goals and objectives of this Plan. The following pages include an example, or model, evaluation checklist for Cascade Township development and site plan reviews.

# Development Project Evaluation Checklist

Project Name: \_\_\_\_\_

Reviewer: \_\_\_\_\_

Review Date: \_\_\_\_\_

**GOAL #1:**

**PRESERVE AND STRENGTHEN RESIDENTIAL NEIGHBORHOODS**

**YES      NO      N/A**

Will this project positively influence (on-site or neighboring) property values?

*Approximate average new unit value:* \_\_\_\_\_

Does this project provide increased levels of attractiveness, health, safety, and environmental sensitivity to residential users?

*Approximate acreage of features:* \_\_\_\_\_

**GOAL #2:**

**PRESERVE OPEN SPACE AND NATURAL AREAS**

Does this project preserve open spaces, natural areas, and agricultural land?

*Approximate acreage:* \_\_\_\_\_

Does this project preserve water retention or wetland areas?

*Type of feature to be preserved:* \_\_\_\_\_

Does this project provide continuous greenway connections and help connect open spaces and natural areas?

*Approximate miles of greenway:* \_\_\_\_\_

Does this project contain on-site water filtration features and encourage water infiltration rather than water detention?

*Feature type:* \_\_\_\_\_

Does this project use Planned Unit Development or other zoning strategies to preserve natural features and landscapes?

*Approximate acres preserved:* \_\_\_\_\_

**GOAL #3:**

**ENHANCE THE VITALITY OF TOWNSHIP BUSINESSES**

Does this project reuse or redevelop an existing commercial site?

**YES**      **NO**      **N/A**

*Current use of site:* \_\_\_\_\_

Is the project site within one of the mixed-use districts?

*Mixed Use District:* \_\_\_\_\_

Will the project enhance the Township’s vision of vibrancy and commercial viability?

Are beautification efforts proposed with this project that will upgrade the attractiveness of the Township’s entrances or major transportation corridors?

*Type of improvement:* \_\_\_\_\_

Are new businesses, which have the potential to expand the Township’s tax base, an anticipated result of this proposed project

*Number of anticipated new business licenses:* \_\_\_\_\_

**GOAL #4:**

**MAINTAIN AND EXPAND A DIVERSE PARKS SYSTEM**

Does the project provide direct or indirect (e.g. Pedestrian Bicycle Pathway) linkages to parks and recreation facilities?

*Approximate acreage of additional parks:* \_\_\_\_\_

Does this project provide additional public or private parkland for active or passive recreational use?

*Approximate number of people served:* \_\_\_\_\_

**GOAL #5:**

**MAINTAIN ESSENTIAL PUBLIC SERVICES**

Does the project require utility services extend utility services beyond the Township’s current service area or outside the urban services area?

Does the proposed project require increasing response times in the area serviced in the area serviced by emergency services?

*Approximate acreage of newly developed land:* \_\_\_\_\_

Does the project utilize or follow land use policies that assist public school districts by providing resources or supporting infrastructure, such as walkable routes to school or athletic fields/facilities for school use?

*Type of policy:* \_\_\_\_\_

Has the project been reviewed for appropriateness with the plans of adjoining communities, schools, and other agencies?

*Coordinated projects:* \_\_\_\_\_

**GOAL #6:**

**PROVIDE AND SUPPORT AN EFFICIENT, SAFE, AND ENVIRONMENTALLY SENSITIVE ROAD, PEDESTRIAN, AND BIKE NETWORK**

**YES NO N/A**

Does the project relieve, rather than strain, transportation concerns such as congestion, safety, and ease-of-use?

Does the project minimize or reduce local road improvement costs for the Township?

*Approximate miles of road maintenance relieved:* \_\_\_\_\_

Does the project incorporate complete streets principles?

Does the project expand or improve upon the Township’s Pedestrian/ Bicycle Pathway Plan?

*Approximate miles of pathways:* \_\_\_\_\_

**GOAL #7:**

**PROMOTE EFFICIENT AND SUSTAINABLE GROWTH PRACTICES**

Does the project incorporate sustainable energy and environmental practices?

Does the proposal incorporate LEED or other types of certification?

Does the project incorporate alternative energy such as solar power?

If an existing building is to be demolished will building materials be used or recycled?

For site renovation or rehabilitation, does the project upgrade parking lots and landscaping to increase tree cover to be energy efficient and environmentally friendly?

Does the project comply with Township growth management policies?

Does the project improve the environment by incorporating green infrastructure such as bio-swales, pervious paving, and vegetative buffers?

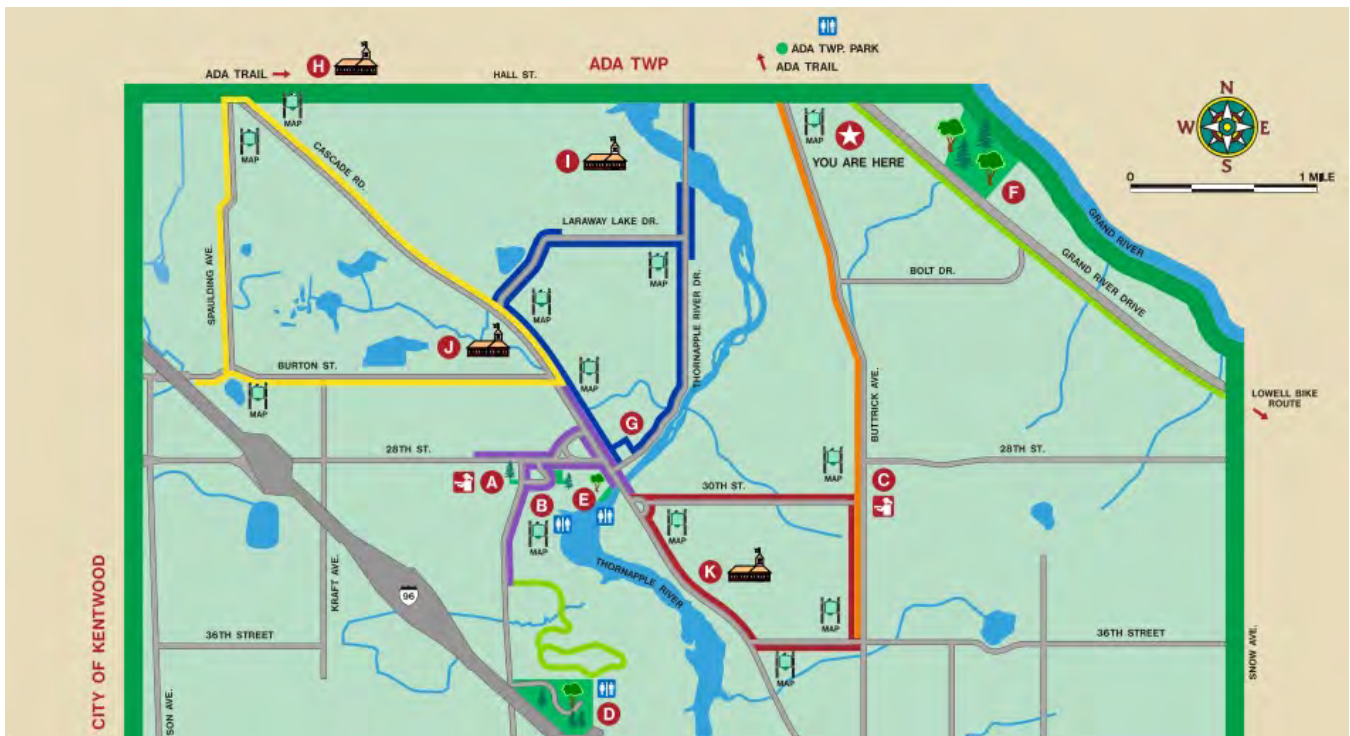
Does the project maintain or preserve natural features?

*Approximate acres of natural features preserved:* \_\_\_\_\_

Does the proposed development occur within the Township’s Urban Service Boundary?

Does the project create new or improved developments that reinforce sustainable practices?

Is the project within a Township identified priority redevelopment area?



## Future Road, Bicycle, and Pedestrian Network

The future transportation plan sets forth recommendations for the development of public right-of-way in a manner consistent with and supportive of recommendations for future land use.

This chapter proposes a Future Transportation Plan that maintains the existing functional classification designations, and implementing Township plans, such as the 5 Year Parks and Recreation Master Plan. Future Transportation Plan recommendations focus on pathways, crossing improvements, gateway creation, and creating complete streets with pedestrian, bus transit, and bicycle facilities. The network is designed to establish easy to navigate connections for people to walk, bike, drive,

and take transit in their neighborhoods and around the Township.

Throughout the duration of this Plan, the Township should continue to implement the various planned bike path and trail projects as identified in the 5-Year Parks and Recreation Master Plan, as well as determine which additional types of non-motorized infrastructure can be implemented along other corridors in the Township for an enhanced network. In general, all types of bike infrastructure and facilities will require continued collaboration with the Kent County Road Commission to determine feasibility.



## Mode Activation

Improvements to the pedestrian and bicycle pathway network in Cascade Township with new connections to employment and shopping destinations will support residents' health and wellness. With bicycle network improvements, more Township residents will be able to make safe, short trips to parks, schools, and even entertainment and shopping, all without getting in the car.

The pathway plan currently focuses on off-street shared use pathways and on-street paved shoulders for connections. Looking forward, Cascade Township should work to identify streets that can be formalized with on-street bike lanes and marked shared lanes. Non-motorized facilities should be designed to meet current recommended design practices of the American Association of State Highway Transportation Officials (AASHTO) or the National Association of City Transportation Officials (NACTO).

## Shared Use Paths and Trails

Shared use paths and trails are paved concrete or asphalt paths wide enough to accommodate both pedestrians and bicyclists. They are typically a minimum of 10 feet wide with two (2) feet of clearance on either side of the path. Shared use paths offer cyclists a safe place to bike off-street when there is no space for a bike lane, or it is unsafe to bike on the street.



### Bike Lanes and Paved Shoulders

Bike lanes create a dedicated space for cyclists on a roadway. They are appropriate on streets with moderate to heavy traffic. Bike lanes are indicated by on-street markings, which can be supplemented with signage. Bike lanes reinforce proper roadway etiquette, raise the visibility of bicyclists, and help both bicyclists and drivers behave predictably when sharing road space. For safe cycling, bike lanes should be four (4) feet to six (6) feet wide. Buffered bike lanes and protected bike lanes can be designed to provide additional separation from vehicle traffic for on-street cyclists.





# Community Setting

05

## Introduction

The existing conditions chapter provides an overview of the Township’s population demographics, housing makeup, educational attainment, employment sectors and current transportation availability. This chapter focuses on “Cascade Today” in order to establish the current composition of the community.

## Regional Location

Cascade Township is located in Kent County, Michigan. Kent County is located in West Michigan, just east of the shore of Lake Michigan. Cascade Township is located to the east of the City of Grand Rapids. The Township can be described as a “bedroom community” of the City of Grand Rapids, where most residents commute to their employment destinations and live within the Township. The Township is mostly comprised of residential land uses, with both neighborhood residential and rural residential character. It should also be noted that a portion of the Township includes the easternmost portion of the 28th Street Corridor, where regional shopping destinations are located.

Cascade Township also includes two major highway corridors, I-96 and M-6. Both highways are significant connectors to the West Michigan region. However, the only ramp to enter and exit onto the highway system in the Township is located at 28th Street on the west side of the Township.

The Gerald R. Ford Airport is also located in Cascade Township. The Airport is a popular regional destination in West Michigan.



# Cascade Population Trends & Projections

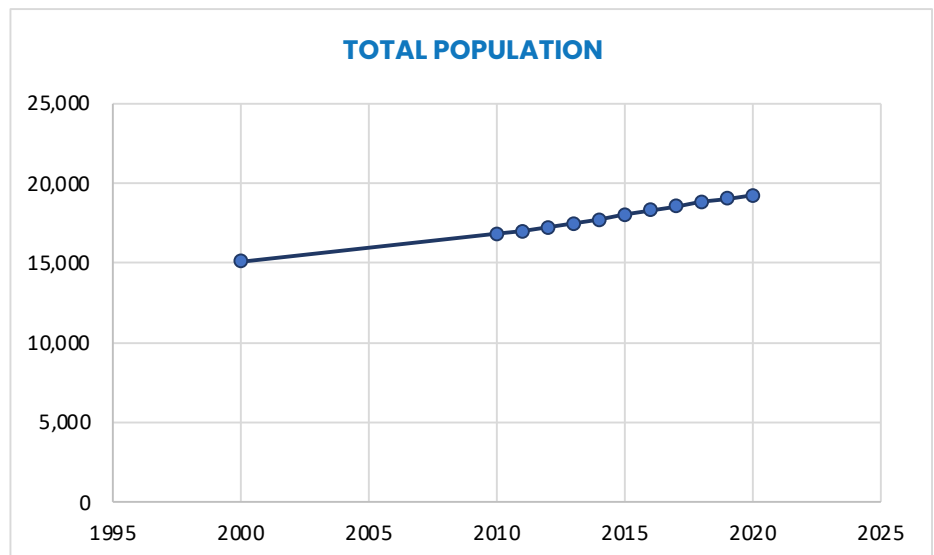
Historic populations trends help to determine the overall growth of a place over time. Similar to many suburban communities outside of city centers, Cascade Township has experienced steady population growth since 2000. The stable population growth can indicate a healthy community where those who move into the Township tend to stay in the Township for many years.

The Table to the right describes the population of Cascade Township over time.

**Table 1. Total Population of Cascade Township (2000, 2010–2020)**

YEAR	TOTAL POPULATION
2000	15,107
2010	16,819
2011	16,988
2012	17,222
2013	17,464
2014	17,715
2015	18,043
2016	18,313
2017	18,552
2018	18,823
2019	19,028
2020	19,220

Source: U.S. Census Bureau Decennial Survey, American Community Survey





## Population Projections

Population projections help to determine the potential for future growth based upon data from the past and also helps to determine if there is a need for more or new specific housing types. Cascade Township has had modest population growth over the last 40 years, which is reflected in the projection for 2040 (see Table 2 below).

In order to project the population in the future, a Cohort-Component Population Projection was utilized. Cohort-Component Population Projections are developed using the following methodology:

**COHORT-COMPONENT:** The population is divided into ten-year age cohorts, using US Census data. At each ten-year interval, individual age cohorts are moved up the ladder. For instance, the group that was 30-40 years old in 2010 became the 40-50-year-olds in 2020, minus those who die during that time frame based on the mortality rate for their age group.

To calculate the number of people aged 0-10, the population of women of childbearing age was calculated and a 10-year birthrate per thousand (from the Michigan Department of Community Health) applied to give the number of births. **By using the average death and birth rates, we predict how many people should be living in the Township in 2020, if no one had moved in or out of the county.**

**NET MIGRATION CALCULATION:** To account for migration, the population projection also includes a net migration factor. The net migration factor was calculated by comparing the population we would have predicted from 2010, to the actual population in 2020, which we now know. The Cohort-Component Analysis **predicted a Township population of 18,823, but the actual population was 19,220.** Therefore, the analysis estimates **a net gain of 397 people** who migrated to the Township. 397 people represents a **2.1% net migration rate.** If that net migration rate were to continue over the next 10-20 years, Table 2 represents the population the Township could expect to see:

**Table 2. Population Projections for 2030 and 2040**

	2020	2030 (PROJECTED)	2040 (PROJECTED)
Cascade Township	19,220	21,745	24,103

Source: US Census, ESRI, McKenna Calculation

## Alternative Migration Rates

The current net migration rate might not stay the same over the next decades. Table 3 below shows how the population will change if the migration rate stays the same, slows down, or becomes positive (more people move in than move out). We include a 10% net migration rate as a “stress test” to understand what the upper limit of the Township’s population growth could be. If we plan for this “Extreme Growth” scenario, we can ensure that the Township has planned for enough housing to manage very high growth rates.

The table includes five scenarios.

- Out-Migration (-8% Net Migration Rate)
- Reduced Out-Migration (-4% Net Migration Rate)
- Zero Net Migration (0% Net Migration Rate)
- Continued Positive Net Migration (+2.1% Net Migration Rate)
- Extreme Growth (+10% Net Migration Rate)

**Table 3. Alternative Migration Rates**

NET MIGRATION RATE	2020 POPULATION	2030 POPULATION (PROJECTED)	2040 POPULATION (PROJECTED)
Out-Migration (-8%)	19,220	19,863	20,196
Reduced Out-Migration (-4%)	19,220	20,608	21,702
Zero Net Migration (0%)	19,220	21,354	23,262
Continued Positive Net Migration (+2.1%) (Actual 2010-2020)	19,220	21,745	24,103
Extreme Growth (+10%)	19,220	23,217	27,401

Source: US Census, ESRI, McKenna Calculation

We have further broken down that migration rate into individual age groups, so that we can see which groups had the biggest change between predicted and actual change. Table 4 (below) demonstrates the migration rate for each age group. It also demonstrates the general rate of change from 2010–2020 in Cascade Township’s side-by-side with Michigan’s rate of change for comparison. Overall, Cascade Township is experiencing higher population growth than the State amongst all age groups, with the exception of those age 80 years or older.

**Table 4. Change in Age Structure**

	2010	2020			ACTUAL % CHANGE	
	CASCADE TOWNSHIP	CASCADE TOWNSHIP (PREDICTED)	CASCADE TOWNSHIP (ACTUAL)	MIGRATION RATE	CASCADE TOWNSHIP	MICHIGAN
Total Population	16,853	18,823	+14.0%	+2.1%	+14.0%	+0.2%
0-9 years	2,439	2,518	2,444	-2.9%	+0.2%	-10.5%
10-19 years	2,674	2,419	3,098	+28.1%	+15.8%	-14%
20-29 years	1,093	2,665	1,289	-51.6%	+17.9%	+7.3%
30-39 years	1,934	1,081	1,941	+79.5%	+0.4%	-3.3%
40 to 49 years	2,691	1,902	2,970	+56.2%	+10.4%	-23.4%
50 to 59 years	2,910	2,618	2,977	+13.7%	+2.3%	-2.1%
60 to 69 years	1,598	2,725	2,278	-16.4%	+42.6%	+28.2%
70 to 79 years	841	1,380	1,640	+18.8%	+95.0%	+24.3%
80+ years	673	1514	583	-61.5%	-13.3%	+8.8%

Source: US Census Bureau



## Aging Cascade

### Age by Gender & Median Age

Age by gender and median age is a metric used to help determine if and where to locate parks, trails, transit, and other public services to serve the needs of residents from cradle to grave. In 2020, Cascade Township was generally older than the State of Michigan, with a considerable percentage of residents between the ages of 40 and 70 years old.

The Township’s median age is 42.6 years old. As such, it is likely that a notable portion of the Township is comprised of families with children around middle school or high school age. Families with children this age are often referred to as the “family forming” age group. Implications of having a population that skews within this age range include a higher need for parks and recreation services, higher needs for school services and enrollment, neighborhood developments with sidewalks and other amenities, and other activities for entertainment, such as breweries, restaurants, shopping centers, and other similar development.

**Table 5. Age by Gender and Median Age in Cascade**

AGE IN YEARS	MALE	FEMALE
Under 5 years	484	597
5 to 9 years	757	606
10 to 14 years	843	989
15 to 19 years	577	689
20 to 24 years	263	277
25 to 29 years	453	296
30 to 34 years	243	302
35 to 39 years	819	577
40 to 44 years	566	804
45 to 49 years	729	871
50 to 54 years	518	742
55 to 59 years	946	771
60 to 64 years	689	680
65 to 69 years	468	441
70 to 74 years	344	477
75 to 79 years	390	429
80 to 84 years	152	199
85 years and older	76	156
Total population	9,317	9,903
Median age (years)	42.6	

Source: U.S. Census Bureau American Community Survey 5-year

# Housing

## Median House Value & Average Household Size

Median house value is a metric used to help determine the worth of existing housing stock in the market. Overall, median housing values are higher in Cascade Township, indicating generally that Cascade Township is a desirable place to live and has quality housing stock. However, this can also indicate that housing may not be affordable in the Township for younger families looking for their first homes, or aging seniors who are interested in downsizing and living on a fixed retirement income.

- Average household size is a metric used to help plan for certain uses, including schools, parks, and services. As of 2020, Cascade Township had a slightly larger average household size (2.64 people) than the State of Michigan’s average household size of 2.45 people, indicating that there is likely a larger portion of households with children or multiple generations in Cascade Township, compared to the State as a whole.
- However, it is important to note that average household size in Cascade Township has decreased slightly from 2014 to 2020, potentially indicating a decline in the number of these types of households within the Township itself.

**Table 6. Home Values of Owner-Occupied Housing Units, 2020**

HOME VALUE	OWNER-OCCUPIED HOUSING UNITS
Less than \$10,000	0
\$10,000 to \$14,999	35
\$15,000 to \$19,999	11
\$20,000 to \$24,999	17
\$25,000 to \$29,999	0
\$30,000 to \$34,999	0
\$35,000 to \$39,999	0
\$40,000 to \$49,999	0
\$50,000 to \$59,999	44
\$60,000 to \$69,999	0
\$70,000 to \$79,999	15
\$80,000 to \$89,999	15
\$90,000 to \$99,999	434
\$100,000 to \$124,999	151
\$125,000 to \$149,999	132
\$150,000 to \$174,000	176
\$175,000 to \$199,999	193
\$200,000 to \$249,999	573
\$250,000 to \$299,999	1,033
\$300,000 to \$399,999	1,443
\$400,000 to \$499,999	850
\$500,000 to \$749,999	860
\$750,000 to \$999,999	276
\$1,000,000 to \$1,499,999	115
\$1,500,000 to \$1,999,999	51
\$2,000,000 or more	19

Source: U.S. Census Bureau American Community Survey 5-year estimates, 2020

**Table 7. Average Household Size in Cascade Township, 2014–2020**

YEAR	2014	2015	2016	2017	2018	2019	2020
Average Household Size	2.76	2.77	2.73	2.68	2.67	2.62	2.64

Source: U.S. Census Bureau American Community Survey 5-year estimates, 2014–2020



### Owner Occupied & Vacant Dwellings

The percentage of owner-occupied dwellings and vacancy rate helps to indicate the housing mix of owners and renters. As of 2016, Cascade Township had a higher percentage of owner-occupied dwellings than the State of Michigan, and the United States, as well as fewer vacant units.

Consistent with the other population and housing trends presented in this Chapter, the higher percentage of owner-occupied units as well as the lower percentage of vacant units indicates that Cascade Township is a desirable community where individuals likely settle for many years throughout several stages of life.

### Age of Housing Stock

The age of the housing stock in a community can have implications on the need for redevelopment efforts, or indicate that new housing units may be appropriate to replace aging ones. In general, homes aged 30 years or more tend to have a higher need for redevelopment/update activities, or structural challenges.

The Table below indicates that a majority of the Township’s housing stock is aged between 24 and 63 years of age. As such, the Township may be interested in considering programs to assist homeowners, developers, or property owners in updating aging homes, as applicable.

**Table 8. Age of Occupied Housing Stock in Cascade Township, 2020**

YEAR STRUCTURE BUILT	NUMBER OF OCCUPIED HOUSING UNITS
2014 or later	371
2010 to 2019	206
2000 to 2009	996
<b>1980 to 1999</b>	<b>2,422</b>
<b>1960 to 1979</b>	<b>2,711</b>
1940 to 1959	442
1939 or earlier	119

Source: U.S. Census Bureau American Community Survey 5-year estimates, 2020

## Education

### Educational Attainment

Educational attainment is a metric that drives employer siting and business locations, indicates purchasing power, and helps presume housing preferences. Educational attainment continues to grow in Cascade Township. In 2020, 75% of residents obtained some type of degree after high school.

### Employment & Income Occupations

The occupational composition of a place is a metric that helps to reveal the local industry types and makeup. In 2020, there was a much greater percentage of Township residents that worked in education and social services, health care; professional, scientific, management, and administration; and finance, insurance, and real estate. Significant percentage of Township residents worked in manufacturing. In general, these types of employment sectors include higher paying professions.

It should be noted that the Table below does not necessarily indicate what types of jobs are available in the Township, but merely the main sectors and industries that which Township residents are employed.

**Table 9. Educational Attainment in Cascade Township, 2020**

YEAR STRUCTURE BUILT	NUMBER OF OCCUPIED HOUSING UNITS
Less than 9th grade	117
9th to 12th grade, no diploma	166
High school graduate (includes equivalency)	1,129
<b>Some college, no degree</b>	<b>1,820</b>
<b>Associate's degree</b>	<b>1,062</b>
Bachelor's degree	5,387
Graduate or professional degree	3,457

Source: U.S. Census Bureau American Community Survey 5-year estimates, 2020

**Table 10. Educational Attainment in Cascade Township, 2020**

SECTOR	NUMBER	PERCENTAGE
Agriculture, Forestry, Fishing and Hunting, and Mining	15	0.2%
Construction	278	3.0%
Manufacturing	1,564	16.8%
Wholesale Trade	310	3.3%
Retail Trade	826	8.9%
Transportation and Warehousing, and Utilities	278	3.0%
Information	232	2.5%
Finance and Insurance, and Real Estate and Rental and Leasing	1,089	11.7%
Professional, Scientific, and Management, and Administrative and Waste Management Services	1,293	13.9%
Education Services, and Health Care and Social Assistance	2,057	22.1%
Arts, Entertainment, and Recreation, and Accommodation and Food Services	568	6.1%
Other services, except Public Administration	670	7.2%
Public Administration	121	1.3%

Source: U.S. Census Bureau American Community Survey 5-year estimates, 2020

## Unemployment

Unemployment statistics are utilized to determine the health of the local economy and the growth of the local business community. Consistent with the other data as described above in this Chapter, Cascade Township had a lower unemployment rate than the State of Michigan or the United States as a whole in 2020. With the total population of 19,220, the unemployment rate in Cascade Township is only approximately 1.3%.

## Household Income

Median household income is a metric used to help determine the broad demographic makeup of a community and the demand for certain types of housing, employment, and services. The median household income in Cascade Township was \$112,981 in 2020. This was higher than both Kent County's (\$65,722) and the State of Michigan (\$59,234).

Again, consistent with the other demographic trends as noted above, such as housing values, home ownership rates, low unemployment rates, and other similar trends, household incomes in Cascade Township tend to trend higher than average.

**Table 11. Employment Status in Cascade Township, 2020**

EMPLOYMENT STATUS	NUMBER OF PEOPLE AGED 16 YEARS AND OVER
In labor force	9,542
Civilian labor force	9,542
Employed	9,301
Unemployed	241
Armed Forces	0
Not in labor force	4,972

Source: U.S. Census Bureau American Community Survey 5-year estimates, 2020

**Table 12. Annual Household Income in Cascade Township, 2020**

ANNUAL INCOME	NUMBER OF HOUSEHOLDS
Less than \$10,000	136
\$10,000 to \$14,999	88
\$15,000 to \$14,999	385
\$25,000 to \$34,999	268
\$35,000 to \$49,999	496
\$50,000 to \$74,999	734
\$75,000 to \$99,999	909
\$100,000 to \$149,999	1,448
\$150,000 to \$199,999	877
\$200,000 or more	1,926

Source: U.S. Census Bureau American Community Survey 5-year estimates, 2020

# Transportation & Mobility

## Work Travel

Travel time to work is a metric used to help determine the relationship between where people live and where people work in a community. As of 2020, 82.8% of residents traveled less than 30 minutes to work, indicating that most people work near Cascade Township, likely within the City of Grand Rapids and other adjacent communities. In general, longer travel times to work can indicate a desirable community where people are willing to drive longer commutes to get to work if that means they are able to live in Cascade Township. Further, longer commute times also is related to Cascade’s reputation as a “bedroom community” to the City of Grand Rapids, where most people travel outside of the Township for work.

## Traffic Volume

Traffic volume changes on the same road segments over time help indicate future traffic demand, mode shift, and growth areas. Traffic volumes are steadily increasing throughout the Township, with the exception of declines in some areas near Cascade Village. This is especially important for the growth and development of the Cascade Village area, where pedestrian mobility is emphasized over motorist traffic.

**Table 13. Travel Time to Work in Cascade Township, 2020**

TRAVEL TIME TO WORK	PERCENTAGE OF WORKERS 16 YEARS AND OLDER
Less than 10 minutes	15.6%
10 to 14 minutes	13.7%
15 to 19 minutes	18.4%
<b>20 to 24 minutes</b>	<b>29.1%</b>
<b>25 to 29 minutes</b>	<b>6.0%</b>
30 to 34 minutes	7.8%
35 to 44 minutes	2.4%
45 to 59 minutes	2.5%
60 or more minutes	4.6%

Source: U.S. Census Bureau American Community Survey 5-year estimates, 2020

**Table 14. Traffic Volume in Cascade Township**

LOCATION	ANNUAL AVERAGE DAILY TRAFFIC COUNT		ANNUAL GROWTH IN TRAFFIC VOLUME
	2019	2022	2022
28th Street West of Kraft Avenue	26,664 (2018)	31,038	+4%
<b>Patterson Avenue South of 36th Street</b>	<b>26,256</b>	<b>32,024</b>	<b>+7%</b>
Cascade Road West of Spaulding Avenue	16,977	18,128	+2%
<b>Thornapple River Drive North of Laraway Lake Drive</b>	<b>9,962</b>	<b>8,389</b>	<b>-6%</b>
Cascade Road East of Whitneyville Ave	2,763	2,979	+3%
Patterson Avenue North of 52nd Street	19,656	22,744	+5%
Thornapple River Drive South of 36th Street	10,936	10,410	-2%

Source: Grand Valley Metro Council



## Environment & Natural Features

Cascade Township has plentiful natural features that greatly contribute to the Township's natural character and make the Township a desirable place to live and recreate. Aside from the rolling hills, where the Township gets its name, the Township also is home to several other notable natural features that help to create the picturesque scenery. These include:

- 1,710 Acres of wetlands
- 671 Acres of water
- 264 Feet of elevation change
- 2 rivers (Thornapple River & Grand River)
- 5 Lakes



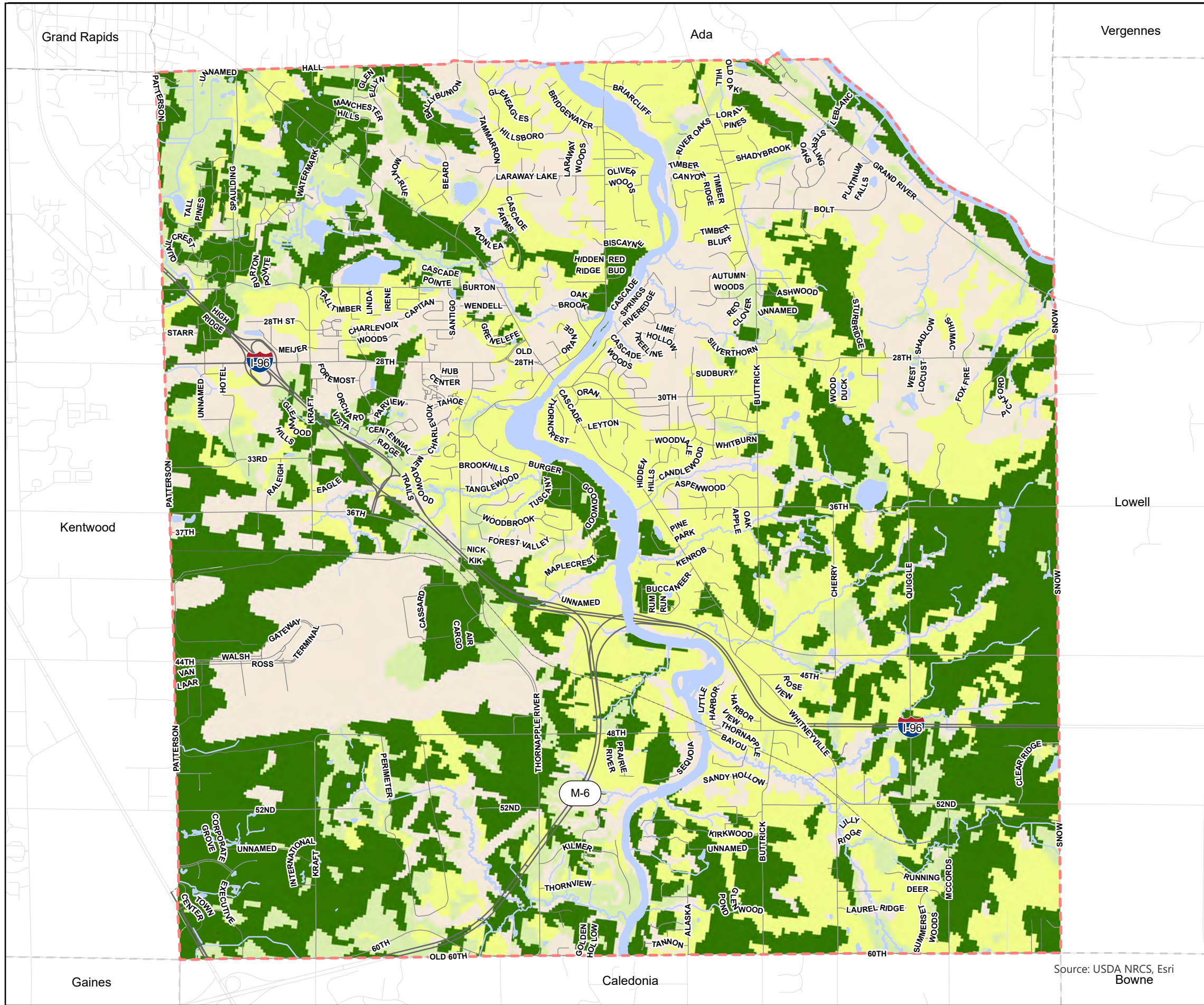
## Agriculture/Prime Farmland

As described in the Future Land Use Plan, a majority of the land use fabric and development patterns in the east portion of the Township are classified as agricultural lands and rural residential land uses. According to the USDA and NRCS, several classifications of farmland can be found in the Township. These include:

- Prime Farmland
- Farmland of Local Importance
- Farmland of Statewide Importance
- Farmland of Unique Importance
- Not Prime Farmland

According to both the USDA (United States Department of Agriculture) and the NRCS (Natural Resource Conservation Service), the prime farmland areas within Cascade Township are located on both the west and east sides of the Airport and the easternmost portion of the Township, approximately from 36th Street to 52nd Street. Surrounding the prime farmland areas include farmland of unique importance. Farmland of unique importance is used for the production of specific high value food and fiber crops.

this page intentionally left blank



# Prime Farmland

Cascade Township, Kent County, MI

December 15, 2023

## LEGEND

- Prime Farmland
- Farmland of Local Importance
- Farmland of Statewide Importance
- Farmland of Unique Importance
- Not Prime Farmland

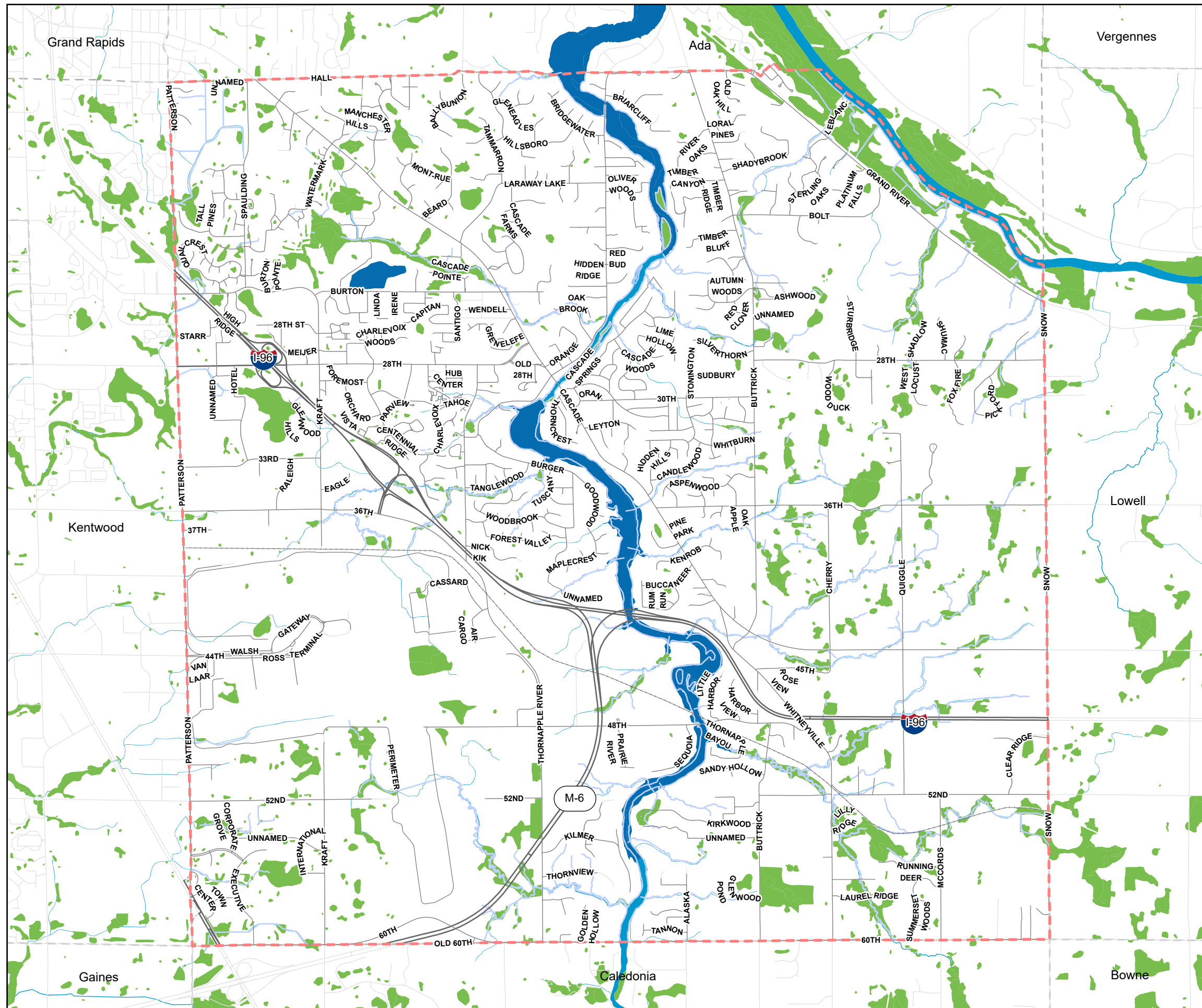


Basemap Source: Michigan Center for Geographic Information, Version 17a.  
Data Source: GVMC 2023, McKenna 2023.

Source: USDA NRCS, Esri  
Bowne



this page intentionally left blank



# Wetlands

Cascade Township, Kent County, MI

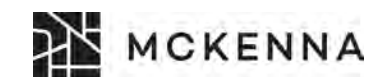
December 15, 2023

## LEGEND

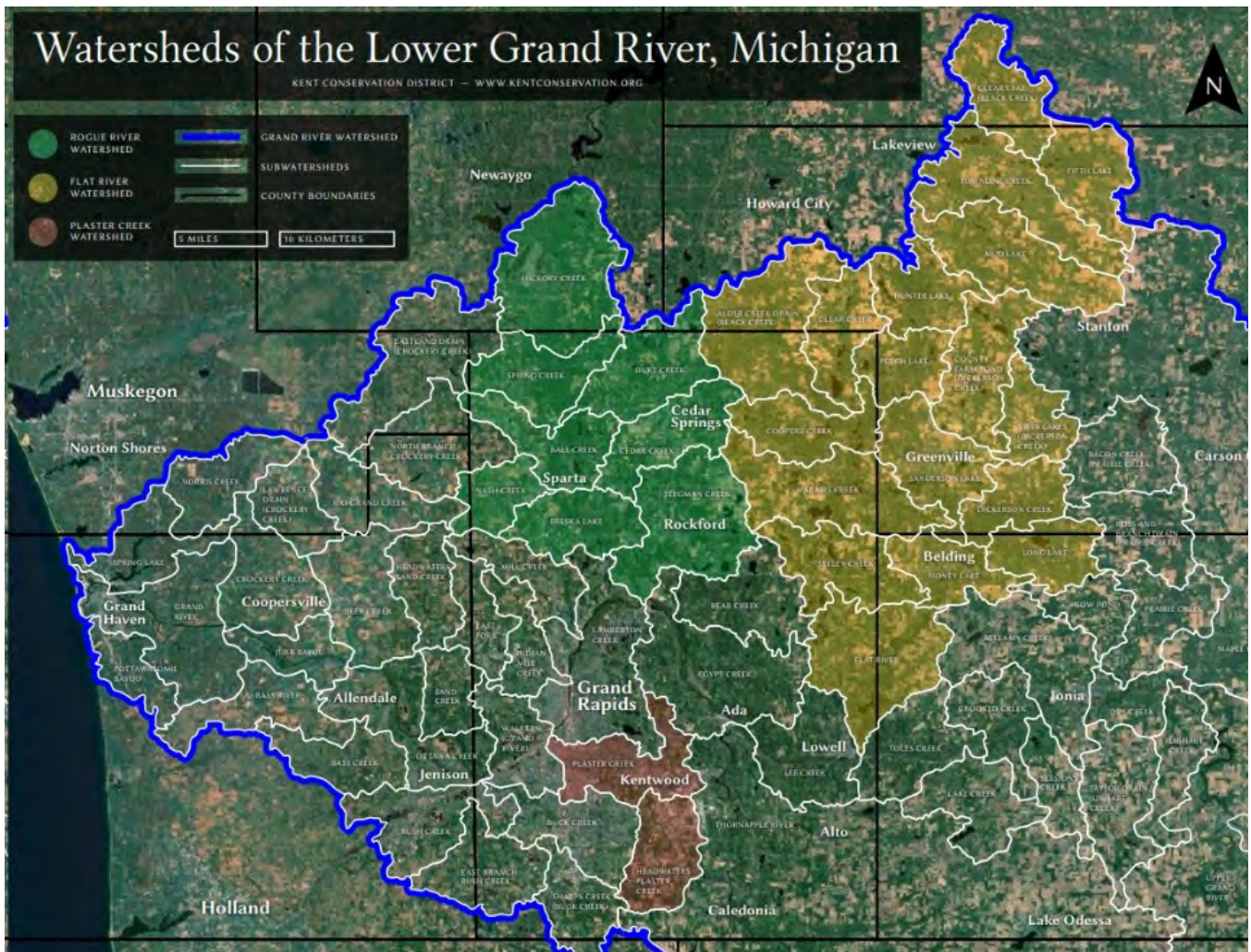
- Marine
- Estuary
- Marsh, Swamp, Bog, Prairie
- River
- Lake, Reservoir
- RiversStreams



Basemap Source: Michigan Center for Geographic Information, Version 17a.  
Data Source: GVMC 2023. McKenna 2023.



this page intentionally left blank



## Lakes & Rivers

Adding to the natural character and scenic beauty of the Township, Cascade Township has a number of lakes within its borders. Some of the most notable lakes include:

- Wood Lake
- Walden Lake
- Laraway Lake
- Little Plaster Creek
- Quiggle Lake

Most of the lakes within Cascade Township are located in the northwest portion of the Township, near the Thornapple River. Most of the land uses surrounding the lakes in the Township are residential, open space, or woodlands.

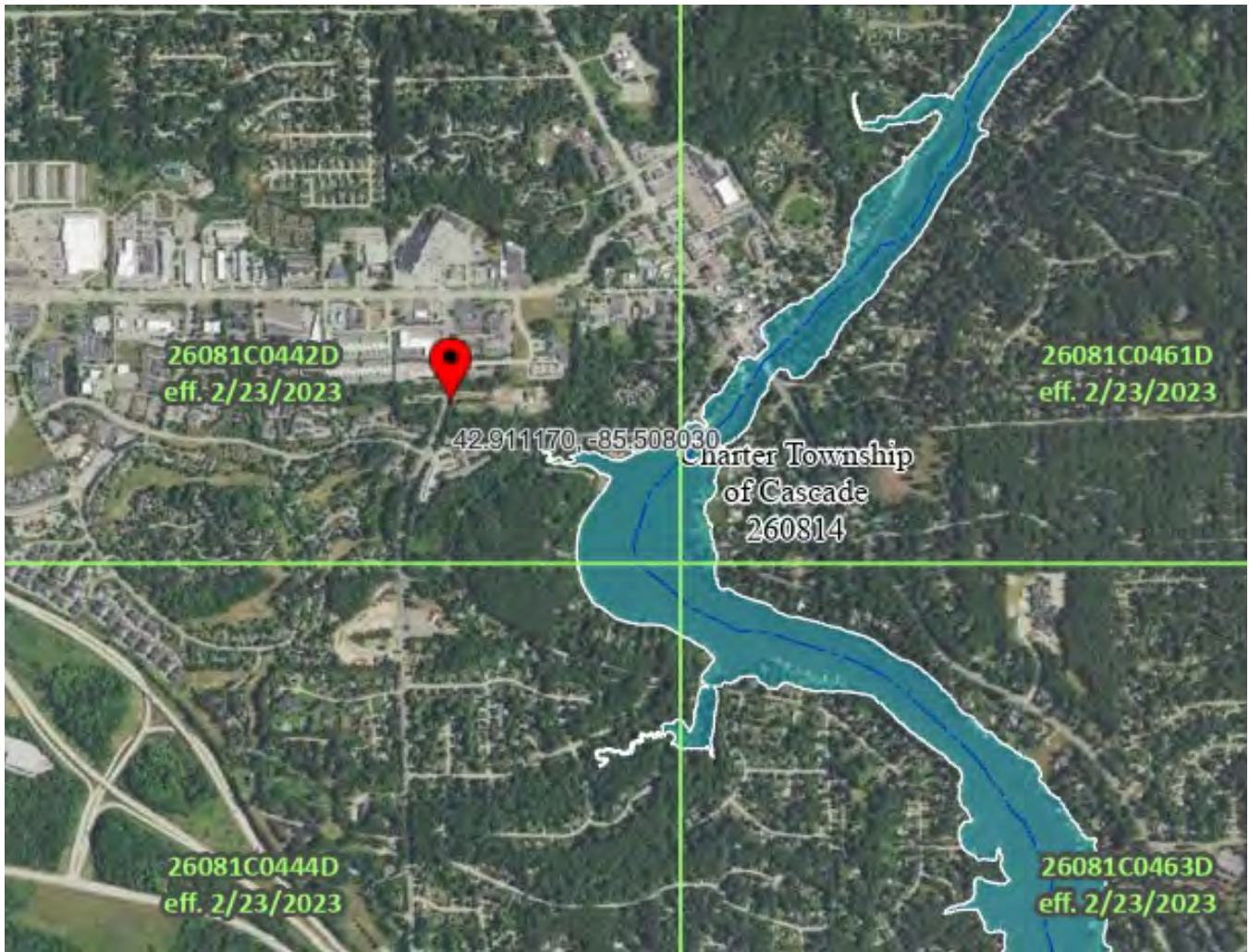
Another important natural feature in Cascade Township includes two major rivers – the Thornapple River, which spans north-south through the entirety of the Township and the Grand River, which runs east-west on the

northeast portion of the Township, creating the Township boundary. Both rivers are important regional assets in West Michigan. The Grand River is the State's largest river system that flows from Lake Michigan in the Grand Haven area, east and south, to the Jackson area. In total, the Grand River is approximately 252 miles in length.

The Thornapple River runs approximately 88 miles in length, and spaces from Eaton County to central Michigan. The Thornapple River is mostly surrounded by agricultural lands and serves as an important resource for agricultural activities and operations.

Cascade Township is located in the Grand River Watershed, as designated by the Kent Conservation District. Further, several subwatersheds are located in the Cascade Township area, the Plaster Creek Watershed, the Lee Creek Watershed, and the Egypt Creek Watershed.

this page intentionally left blank



## Floodplain

With the two major rivers and multiple lakes within the Township's boundaries, properties surrounding the Thornapple River are largely designated as "Zone A," according to FEMA. Flood Zone A indicates areas with 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. Understanding where areas of potential flood zones and flooding areas is important to planning for future land uses in the Township to ensure that development would not be impacted (or have lesser impact) by flooding events, as well as to identify areas that may be targeted for open space preservation or parks and/or trails.



# Existing Land Uses

06

## Introduction

Land use in Cascade Township has reached new levels of development pressure as a result of residential and commercial growth over the past decade. With Township preservation efforts, infill development is a viable option to pursue in the future.

# Existing Land Use Fabric

Rural Residential and Single-Family Residential development comprises the most land in Cascade Township, followed by Industrial land uses, and then Commercial land uses. Throughout the duration of this Plan and explained further in the Future Land Use Chapter, the Township is interested in the preservation of the single-family residential and rural residential land uses, while balancing that with redevelopment efforts in Commercial and Industrial areas.

This Chapter describes each of the general existing land uses in the Township.

## AGRICULTURE, RURAL RESIDENTIAL, AND OPEN SPACE

Much of the Township existing land uses falls within this category. In general, these areas can be described as open space or wooded areas, large lot single-family homes, and agriculture operations. A large swath of these land uses are concentrated on the eastern portion of the Township, from north to south.

## NEIGHBORHOOD RESIDENTIAL

In addition to the large lot single-family rural residential character, the Township's housing stock is largely comprised of neighborhood residential homes. These areas can be described as a traditional neighborhood design, with smaller lot sizes, moderate setbacks, and connected neighborhood streets. Neighborhood residential land uses are concentrated mostly on the northwest portion of the Township on both sides of the Thornapple River.

## COMMERCIAL/SERVICE BASED

The Township also includes a few prominent areas of commercial and service land uses. Commercial land uses are primarily located along the 28th Street Corridor, and the immediate periphery. Additionally, a small pocket of commercial land uses are located in the Cascade Road/Hall Road intersection. In general, commercial land uses have been classified as retail businesses, big box stores, grocery stores, and some office buildings.

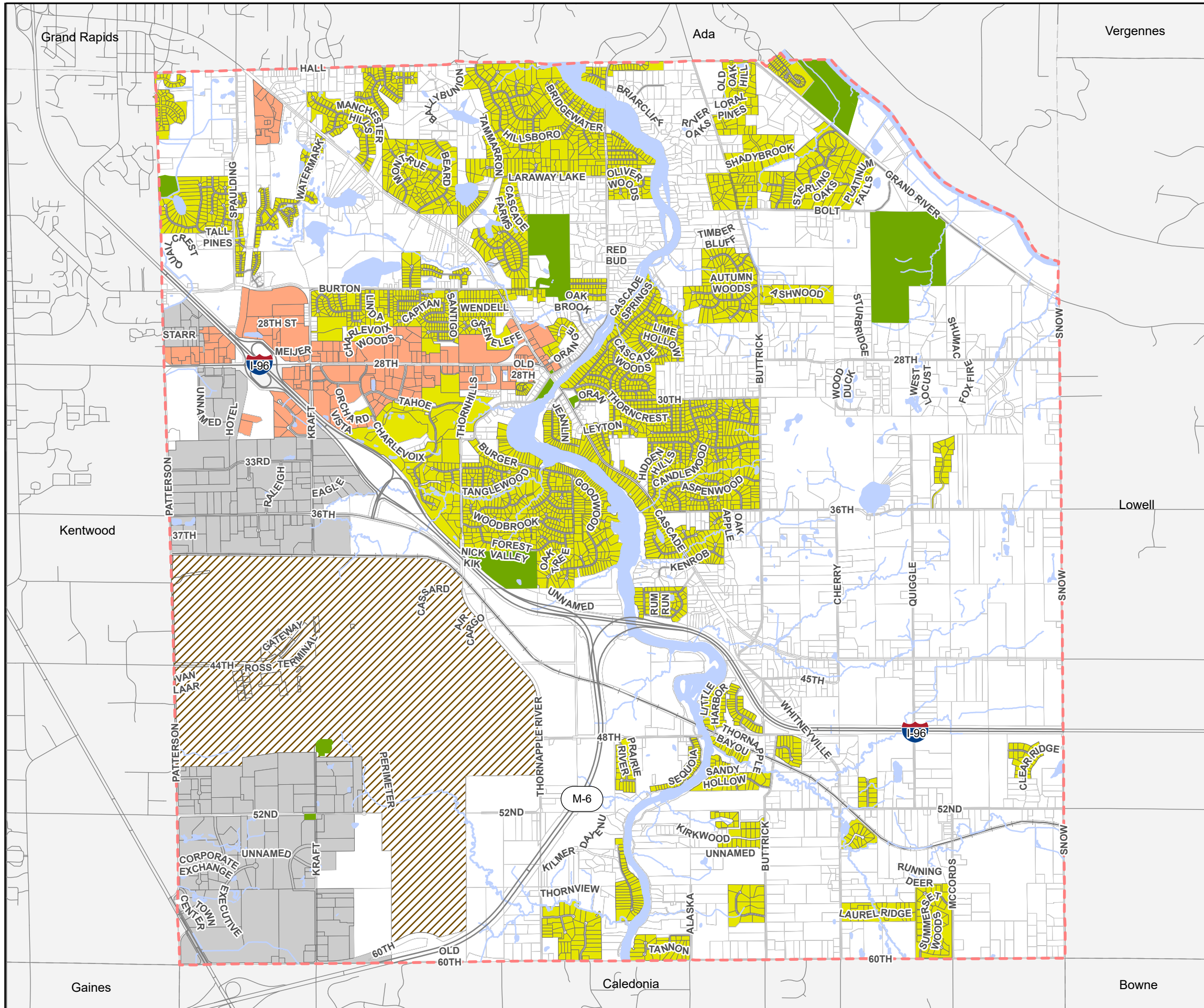
## INDUSTRIAL

On both the north and south sides of the Airport are areas of Industrial land uses. Industrial land uses are comprised of manufacturing, warehousing, and other similar type businesses. Industrial land uses are primarily for the assembling, manufacturing, and production of goods with accessory offices.

## AIRPORT

As previously noted, the Gerald R. Ford Airport is located in Cascade Township. The Airport is a popular regional airport in West Michigan.

this page intentionally left blank



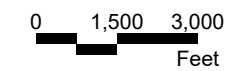
# Existing Land Use

Cascade Township, Kent County, MI

December 15, 2023

## LEGEND

- Agriculture, Rural Residential, & Open Space
- Neighborhood Residential
- Commercial/Service Based
- Industrial
- Airport



Basemap Source: Michigan Center for Geographic Information, Version 17a.  
Data Source: GVMC 2023. McKenna 2023.

this page intentionally left blank

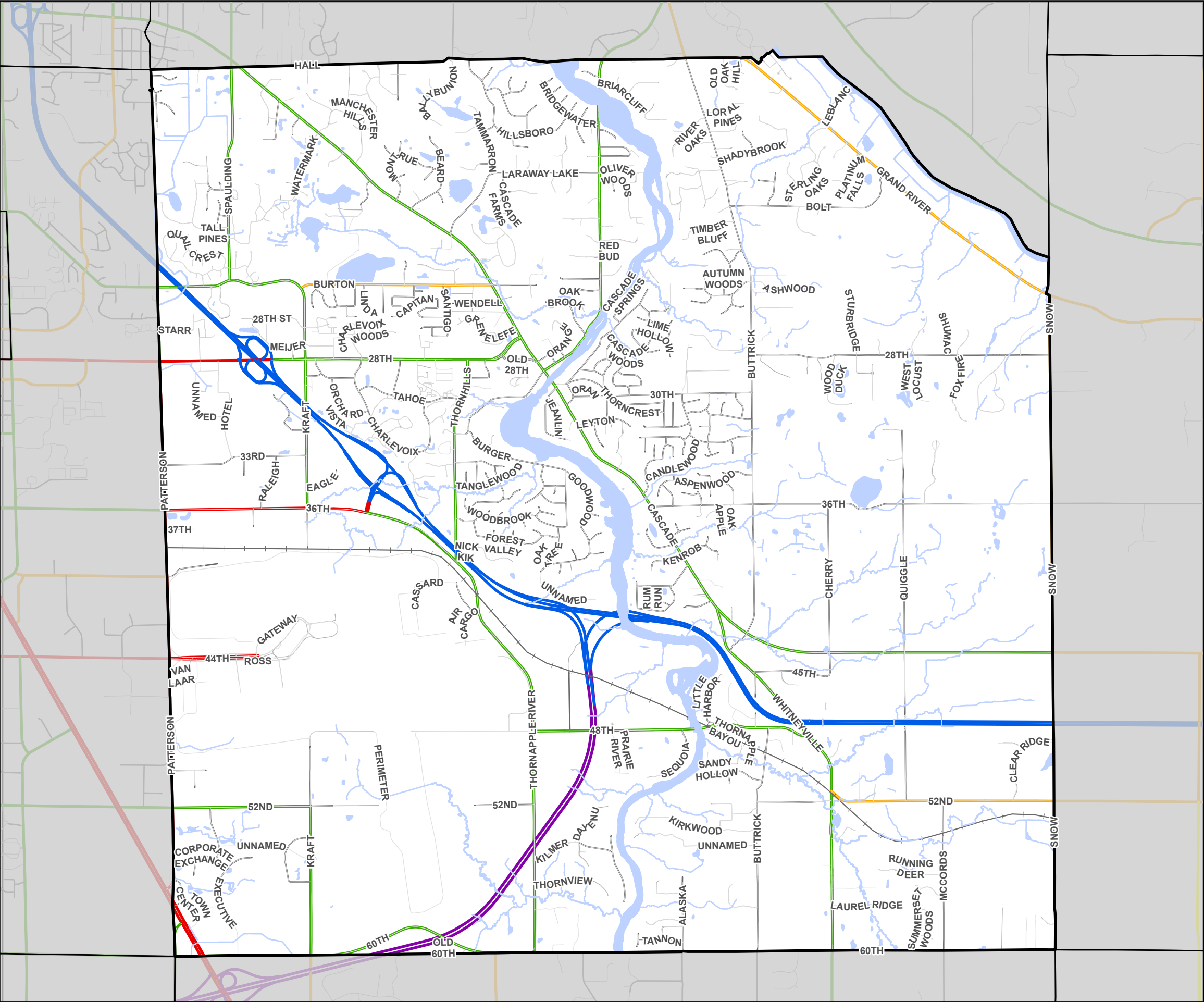
# Road Classification

Cascade Township, Kent County, MI

December 15, 2023

### LEGEND

- Interstate
- Other Freeway
- Other Principal Arterial
- Minor Arterial
- Major Collector
- Minor Collector
- Local
- Non-Certified



Basemap Source: Michigan Center for Geographic Information, Version 17a.  
Data Source: GVMC 2023. McKenna 2023.



this page intentionally left blank



## Road Classification System

Roads provide a means for people to get from one place to another, primarily by automobile, but also by bike, foot, and other means. Roads connect people and places to one another. These stretches of public ground serve other purposes as well. Roads and road rights-of-way provide locations for public utilities such as gas, electric, and telephone lines. Roads provide the means by which emergency and public services are delivered to residents. Finally, roads provide access to parcels of land, thereby increasing the utilization potential of both vacant and agricultural lands.

Because of the many functions of the road system, transportation has a significant impact on the economy, environmental quality, energy consumption, land development, and the general character of the Township. Therefore, it is important that land use planning and the transportation system be coordinated in order to manage the Township's development patterns.



## Regional Transportation Network

There are several major regional thoroughfares and road corridors in Cascade Township. First, the I-96 Interstate, which runs 192 miles east-west from Detroit to Muskegon is located within Cascade Township. I-96 is one of the State's most frequently traveled highways because of the access from the Detroit area, through Lansing and Grand Rapids, to Muskegon. There is one ramp to enter/exit I-96 in Cascade Township – to 28th Street. The I-96

Second, the M-6 highway is also located in Cascade Township. M-6 is approximately 20 miles long and is also an east-west highway that provides access south of I-96. Ultimately, the M-6 Corridor's easternmost point is located within Cascade Township and provides access from Cascade Township to the City of Hudsonville to the West in Ottawa County. This highway connection is important to the West Michigan regional network – as it provides highway access to suburban communities south of the City of Grand Rapids.

Lastly, the easternmost segment of the 28th Street, or M-11, Corridor is located within Cascade Township. Although Cascade Township's portion is only the final few miles of the Corridor, 28th Street is perhaps one of the most significant arterial roads within the West Michigan region. In general, 28th Street provides access from Cascade Township to the City of Walker to the west. The Corridor is mostly known in the region for popular shopping, dining, and other automobile-oriented destinations.

## Township Road Network

According to the Michigan Department of Transportation (MDOT), “One of Michigan’s primary federal data reporting requirements to the Federal Highway Administration (FHWA) is to determine what roads are eligible to receive federal funds. This is determined by assigning a highway functional classification to every public road in Michigan. The Michigan Department of Transportation (MDOT) calls the federal highway functional classification system the National Functional Classification (NFC). The addition of “National” to functional classification is intended to distinguish it from the State of Michigan’s classification system used for distributing Act 51 funds.”

- According to the National Functional Classification (NFC) system, Cascade Township’s roads generally are classified into the following categories:
- Interstate: This includes the I-96 Corridor, which is an interstate highway.
- Freeway: This includes M-6, which is a frequently traveled freeway in the West Michigan region.
- Principal Arterial: These roads are comprised of 28th Street and 36th Street within Cascade Township. In general, Principal Arterial streets are designed to serve to connect neighboring cities and urban areas. They are of regional significance and often of statewide importance.
- Minor Arterial: Minor arterials connect the cities and towns inside and outside the region. They interconnect the rural centers in the region to one another. Examples of Minor Arterials in Cascade Township include Cascade Road and Thornapple River Drive.

- Major Collector: A paved County Highway serving County areas not on arterial routes, larger towns not directly served by the higher systems and other traffic generators of equivalent intra-county importance. Major Collectors in Cascade Township includes Grand River Drive and Burton Street.
- Local: Local roads provide maximum property access with lower traffic volumes and low speeds, and have little through-traffic (mobility). Some examples of Local Roads in Cascade Township include Buttrick Avenue, Quiggle Avenue, and Cherry Avenue
- Non-Certified: These roads are generally comprised of private residential streets and other similar local streets that are not traveled by the general public to get from one place to another.

Road classifications are significant to a community Master Plan for the following reasons:

- Road classifications are used for funding distribution (e.g., more frequently traveled routes and regional routes often receive more funding for improvement projects).
- Development patterns are often dependent on road functions and level of service.
- Road classifications can help to create an accurate depiction of existing development patterns and planning for future capacity.
- Road classifications often indicate characteristics of the built environment, such as speed limits, traffic counts, intersections, likelihood of congestion during peak hours, and other factors.
- Provide information on road jurisdiction agencies.



## County and Regional Road Agencies

Unlike a city or village, Cascade Township does not have jurisdiction over its own roads. A majority of the Cascade Township's roads are owned and maintained by the Kent County Road Commission. The Kent County Road Commission handles general road improvements, maintenance, snow removal, sidewalk maintenance, and other similar activities. The Michigan Department of Transportation has jurisdiction over I-96, M-6, and a portion of 28th Street corridors in the Township.

Additionally, Cascade Township is a member of the Grand Valley Metro Council (GVMC), which is a metropolitan planning organization (MPO) in the Grand Rapids urbanized region. In terms of transportation, the GVMC "provides a forum for continuing, comprehensive, and cooperative regional multi-mode transportation planning processes. The Department is involved in regional planning, management and operations, air quality, data collection and distribution, public involvement and education, and interaction with various joint programs of GVMC, Kent and Ottawa Counties, the State of Michigan, and the US Department of Transportation."

## Railroads

A portion of the CSX rail line is also located within Cascade Township. Overall, the CSX Transportation network encompasses about 20,000 route miles of track in 23 states, the District of Columbia and the Canadian provinces of Ontario and Quebec. CSX provides service for freight transportation as well as for traditional passenger rail.



235 East Main Street, Suite 105  
Northville, Michigan 48167  
**T:** 248-596-0920  
**F:** 248-596-0930  
**[www.mcka.com](http://www.mcka.com)**

John Jackson, AICP . . . . . President  
Danielle Bouchard, AICP . . . Project Manager  
Callie Garrett . . . . . Graphic Designer

# MEMO

**TO:** Cascade Charter Township  
**FROM:** Michael D. Homier  
**DATE:** December 14, 2023  
**RE:** The Township Planning Commission

---

This memorandum addresses the Township Planning Commission, how it is currently established, and the authority for continuing the Planning Commission under state law.

Currently, the Township Planning Commission is established by Chapter 23 of the Township Zoning Ordinance, pursuant to the Michigan Zoning Enabling Act, MCL 125.3101 *et seq* (“MZEA”). However, since 2008 following the legislature’s consolidation of the various planning acts, planning commissions are creatures of the Michigan Planning Enabling Act, MCL 125.3801 *et seq* (“MPEA”). In our experience, most planning commissions are now organized under the authority granted by the MPEA and not under the MZEA or included in the zoning ordinance. Just a few local examples include Grand Rapids Township and Cannon Township.

Local units of government have various powers that are granted to them by law. For example, the general police power (the ability to protect the health, safety, and welfare of the public by regulation of persons and property), is granted by the Michigan Constitution and codified under statute. Other powers are specifically delegated to local units by the Legislature. Zoning is an example of a power explicitly delegated to local units by the Legislature under the MZEA. When a public body adopts any regulation, it generally must identify the authority under which it is acting. If the public body’s exercise of power is challenged, it generally must defend that exercise of power under the claim of authority it made when adopting the regulation.

The MPEA allows local units of government to create and continue a planning commission. The MPEA provides specific regulations and procedures for local planning commissions, including among other things membership on the planning commission and the length of terms. See, e.g., MCL 125.3815. The MPEA does not allow a referendum to be filed against an ordinance continuing a planning commission. MCL 125.3881. That is not the case under the MZEA, which specifically permits a referendum whenever a zoning ordinance is adopted or amended. See MCL 125.3402.

The MPEA and MZEA set forth different regulations that present problems if a municipality relies on the MZEA to establish its planning commission. For instance, as stated above, the MZEA grants a right of referendum for any amendment to a zoning ordinance. And, the MZEA has stringent public hearing and notice requirements. See MCL 125.3103; 125.3403. So currently, if the Township desires to change any number of things related to the operation of the Planning Commission, the Township must follow the requirements of the MZEA, which requires notice and a public hearing, and any amendment would be subject to a legislatively mandated right of referendum. On the other hand, if the Township were to continue the Planning

Commission under the authority granted to it by the MPEA and revise any number of things related to the operation of the Planning Commission, no notice or public hearing is required. We recommend removing those sections of the zoning ordinance referring to the creation and operation of the planning commission and instead utilize the authority granted to the Township under the MPEA for the creation and operation of the Planning Commission.

Because the Planning Commission is currently authorized under the Township's Zoning Ordinance, the Township would need to amend Chapter 23 of the Zoning Ordinance to remove references to the Planning Commission. And because doing so is an amendment to the Zoning Ordinance, the Planning Commission must hold a public hearing on such an amendatory ordinance, and then make a recommendation to the Township Board on the ordinance. The Township Board would then need to adopt the ordinance amending the zoning ordinance. MCL 125.3202; 125.3402. At that same time, the Township Board could adopt a police power ordinance continuing the Planning Commission in accordance with the provisions of the MPEA. <sup>1</sup>

Please let us know if you have any questions.

MDH:KTB

87192:00001:200136909-1

---

<sup>1</sup> Because Cascade is Charter Township, it may not adopt an ordinance at the same meeting at which it is introduced, or before it is published in the form in which it is introduced. MCL 42.20.

# CASCADE CHARTER TOWNSHIP

## ORDINANCE NO. 24-1

### AN ORDINANCE TO CONTINUE TOWNSHIP PLANNING COMMISSION AND REDUCE NUMBER OF PLANNING COMMISSION MEMBERS

THE CHARTER TOWNSHIP OF CASCADE ORDAINS:

#### **Section 1. Establishment of Planning Commission**

##### **Section 1. Title**

This Ordinance may be referred to as the Cascade Charter Township Planning Commission Ordinance.

##### **Section 2. Continuation of the Planning Commission; Reduction of Number of Members**

At the time of adoption of this Ordinance, the Cascade Charter Township Planning Commission was established under the Township's Zoning Ordinance. Pursuant to MCL 125.3881(3)(b) and (c), the intent of this Ordinance is to (1) adopt a new ordinance to fully conform to the requirements of the Michigan Planning Enabling Act, MCL 125.3801 *et seq.*, as amended, and continue, without any gap in time, the Township Planning Commission, and (2) to reduce the number of Planning Commission members from nine (9) to seven (7).

##### **Section 3. Membership and Terms of Office**

1. **Membership.** The Planning Commission shall consist of seven (7) members who shall be representative of Township population and of the major interests present in the Township. All members shall be residents and qualified voters within Cascade Charter Township. One (1) member of the Township Board shall be a member of the Planning Commission. Subject to removal under Section 5 and notwithstanding Section 2.b., the Township Board member's term of service shall be concurrent with his/her service on the Township Board. At the conclusion of any four (4) year term, or sooner in the case of recall, removal, resignation, death or disability of the Township Board member's term of service on the Township Board, the Township Supervisor reserves the right to appoint any other Township Board member to the Planning Commission to fill the vacancy, subject to approval by the Township Board.
2. **Terms.**
  - a. Members of the Planning Commission shall be appointed by the Township Supervisor with approval by the Township Board.
  - b. The term of each member shall be for three (3) years.
  - c. Planning Commission members shall be appointed with staggered terms, but members may continue to serve until their successors have been appointed.

3. **Vacancies.** In the event that a member of the Planning Commission can no longer serve because of health or any other reason, the Township Supervisor may appoint, upon Township Board approval, another person to the Planning Commission for that unexpired term.

If a Planning Commission member moves outside of the jurisdictional boundaries of the Township, such event constitutes an automatic resignation from the Planning Commission, effective upon the date a successor is appointed by the Township Supervisor and approved by the Township Board.

4. **Member Absence.** In the event that a member cannot attend a meeting, they shall call and inform the Recording Secretary before 5:00 p.m. the day of the meeting, so that they can be excused from the meeting.

Should a member have three (3) or more consecutive unexcused absences from regularly scheduled meetings or miss at least fifty percent (50%) or more of all meetings within any twelve (12) month period, it shall constitute a reasonable ground for removal. In that event, the chairman may prepare a memorandum requesting that member to resign. The memorandum of attendance or a letter of resignation shall be forwarded to the Township Supervisor, with a request that an appointment be made to fill the vacancy in the case of resignation or a request to initiate removal proceedings. Nothing in this section shall be construed to limit the Township's authority to remove a member of the Planning Commission upon written charges and after a public hearing.

5. **Removal:**

- a. **Reason for Removal.** Members of the Planning Commission may be removed by the Township Board for misfeasance, malfeasance, or nonfeasance in office upon written charges and after a public hearing. A member shall disqualify himself or herself from a vote in which the member has a conflict of interest. Failure of a member to disqualify himself or herself from a vote in which the member has a conflict of interest constitutes malfeasance in office.
- b. **Conflict of Interest.** A member may be excused from voting on a particular issue by majority vote of the remaining members present for reasons of a conflict of interest if:
  - i. The member has a direct financial interest in the outcome of the matter at issue;
  - ii. The matter at issue involves the member's business or place of employment;
  - iii. Participation in the matter might violate the letter or spirit of a member's code of professional responsibility;
  - iv. The member has such close personal ties to the applicant that the member cannot reasonably be expected to exercise sound judgment in the public interest; or

- v. Participation would violate a rule or regulation adopted by the body involved.

#### **Section 4. Officers, Procedural Matters, Quorum, Voting, and Records**

1. **Officers and Duties.** The Planning Commission shall elect a chair, vice- chair, and a secretary from its members. No member of the Township Board shall be an officer of the Planning Commission.

The term of each officer shall be one (1) year or until their successor(s) are selected and assume office. The term of each officer shall not extend for more than two (2) consecutive one-year terms. The election of officers shall take place at the first meeting in January. The Planning Commission shall elect its officers by a majority vote of the members present at the time of election at a meeting where a quorum is present.

The chair shall preside at all meetings, appoint committees subject to Planning Commission approval, retain voting and discussion privileges, and perform such other duties as may be ordered by the Planning Commission.

The vice-chair shall act in the capacity of the chair in his/her absence. In the event the office of the chair becomes vacant, the vice-chair shall succeed to this office for the unexpired term and the Planning Commission shall select a successor to the office of vice-chair for the unexpired term. The vice-chair may also serve as the secretary.

The secretary shall execute documents in the name of the Planning Commission and perform such other duties as the Planning Commission may determine. The Planning Director shall serve as the recording secretary, shall be responsible for the minutes of each meeting, and shall have them recorded in suitable volumes available at the Cascade Charter Township Hall. All communications, petitions, and reports addressed to the Planning Commission must be delivered or mailed to the secretary (or the secretary's authorized designate).

2. **Procedural Matters.**

- a. With consultation by the chair, the recording secretary shall prepare an agenda for each meeting and whenever feasible, the agenda for each meeting shall be made available to the public in advance of the meeting.
- b. Parliamentary procedure at Planning Commission meetings will be guided by Robert's Rules of Order, but nothing herein shall be construed to require absolute adherence to such rules.

3. **Meetings.** Regular meetings of the Planning Commission shall be held on the first and third Mondays of each month at a time and place to be determined by the Planning Commission. When the regular meeting day falls on a legal holiday, the Planning Commission may select a suitable alternate day in accordance with the Michigan Open Meetings Act. At the Planning Commission's first meeting in December, the recording secretary shall submit to the Planning Commission a proposed meeting schedule for the

upcoming year. At the December meeting or the first meeting in January, the regular meeting schedule shall be approved as submitted or amended to reflect the changes directed by the Planning Commission.

Special meetings may be called at the request of the chair or by any two members of the Planning Commission upon written request to the secretary. Upon receiving a written request, the secretary shall send written notice of a special meeting to members not less than 18 hours before the meeting. For purposes of this Ordinance, a written request and written notice may be made in writing or by electronic transmission like email, text, or fax.

All meetings, subcommittee meetings, hearings, records, and accounts shall be open to the public in accordance with the Michigan Freedom of Information Act and the Michigan Open Meetings Act.

4. **Quorum.** A quorum shall consist of a majority of the Planning Commission membership excluding vacant seats.

Official action of all matters before the Planning Commission shall be taken by a concurring vote of a majority of the quorum. Whenever a quorum is not present at a meeting, those present may adjourn the meeting to another meeting date. In no case shall an official action be taken without a quorum.

5. **Voting.**

- a. The majority vote of the quorum present shall be required to render a decision of approval on any matter of this Ordinance which requires action by the Planning Commission.

- b. In the event that a decision of approval is not obtained or in the event that the vote results in a tie, then the matter being considered shall be deemed to have been denied.

- c. **Voting Procedures.**

- i. Motions before the Planning Commission may be restated by the chair before a vote is taken. The name of the person making the motion and its supporter shall be recorded.

- ii. Voting shall be by voice vote. All motions or resolutions resulting in Township expenditures shall be by a roll call vote. All members present are required to vote unless excused for reasons of a conflict of interest.

- iii. Action by the Planning Commission on any matter for which a public hearing is required shall not be taken until the public has had the reasonable opportunity to address the Planning Commission.

- iv. A member may be allowed to withdraw from the entire remainder of a meeting by majority vote of the remaining members present for any good

and sufficient reason other than the member's desire to avoid voting on matters to be considered at the meeting. A motion to allow a member to be excused from voting or excused from the remainder of the meeting is in order only if made by or at the initiative of the member directly affected.

## **Section 5. Functions, Considerations, Decisions, and Authority of the Planning Commission.**

The Planning Commission serves a dual role as the planning advisory board and the zoning advisory board of the Township.

### **1. Functions.**

- a. **Planning Duties.** The Planning Commission shall have the following prescribed local planning activities and responsibilities:
  - i. The conduct of the Township's comprehensive planning program;
  - ii. Preparation of the comprehensive plan, subject to review and approval of the Township Board as permitted by law.
  - iii. Monitor and oversee the effectiveness and status of the comprehensive plan and recommend to the Township Board such changes in the Comprehensive Plan as may from time to time be required;
  - iv. Review proposed land development regulations, or amendments thereto, and make recommendations to the Township Board as to consistency of the proposal with the adopted comprehensive plan; and
  - v. Perform any other functions, duties and responsibilities which may be assigned to it by the Township Board or general or special ordinance or statute.
- b. **Zoning and Development Review Duties.** The Planning Commission shall have the following prescribed duties and responsibilities:
  - i. Initiate studies and prepare recommendations for changes or amendments relating to the zoning ordinance, boundaries of the various zoning districts, or to the regulations applicable thereto, to the Township Board.
  - ii. Make recommendations on the following to the Township Board regarding:
    1. Applications for rezonings, including Planned Unit Developments.
    2. Applications for Special Use Permits that meet the requirements of Chapter 15 of this Ordinance.
  - iii. Make recommendations to the Township Board regarding the following types of development:

1. Regarding applications for subdivision plats pursuant to the Cascade Charter Township Subdivision Ordinance
  2. Regarding applications for lot splits of subdivision lots pursuant to the Cascade Charter Township Subdivision Ordinance.
  3. Regarding all other development reviews which the Township Board or ordinance assigns to the Planning Commission.
- iv. **Considerations- Decisions.** In addition to the applicable standards contained in this Ordinance, the Planning Commission shall consider the following whenever making recommendations:
1. Whether there exists an error or ambiguity which should be corrected;
  2. Whether there exists changed or changing conditions or circumstances which make approval of a proposed Zoning Ordinance amendment or rezoning appropriate;
  3. The impact of a proposed change on the intent of this Zoning Ordinance;
  4. The testimony of any applicant;
  5. The recommendation of Township staff;
  6. The testimony or comments of the public;
  7. Whether a proposed land use change is consistent with the goals, objectives, policies, and intent of the Cascade Township General Development Plan;
  8. Whether a proposed land use change meets or exceeds all performance and locational standards set forth for the proposed use
  9. Whether a proposed land use change is consistent with the densities, intensities, and general uses set forth in the Cascade Township General Development Plan;
  10. Whether a proposed land use change will protect, conserve or preserve environmentally critical areas and natural resources;
  11. Whether a proposed land use change will be compatible with existing or planned uses and not cause damage, hazard, nuisance, or other detriment to persons or property;

12. Whether the location of a proposed land use change places an undue burden upon existing transportation or other services and facilities and will be served by streets with the capacity to carry traffic generated by the development;
13. Whether a requested use will be in compliance with all applicable General Provisions and Special Use Regulations pertaining to the use, as set forth elsewhere in this Ordinance; and
14. Whether a change is proposed in order to rectify errors on the Official Zoning Map.

#### **Section 6. Public Hearing Notice.**

1. Rezoning, Special Use Permit and Planned Unit Development Requests- Public Hearing Notice to Surrounding Properties:

In accordance with the Michigan Zoning Enabling Act (PA 110 of 2006), as amended, the Planning Department shall send by mail or personal delivery a public hearing notice of a rezoning, special use or planned unit development request as required by law.

2. Publication of Public Hearing Notices. Publication of public hearing notices for rezonings, special uses, and planned unit developments shall be made as required by law.

#### **Section 7. Public Notices- Publication, Mailing, and Delivery.**

Except where expressly stated otherwise in this Ordinance or as otherwise required by law, whenever a public hearing on a zoning application or matter is required by this Ordinance or by the Michigan Zoning Enabling Act, as amended, notice of the public hearing shall be published and delivered in accordance with the requirements of this Section.

1. The notice shall be published once, at least 15 days prior to the date of the public hearing, in a newspaper of general circulation in the Township.
2. For applications involving the rezoning of ten (10) or fewer adjacent properties and for all planned unit development and special use applications, a notice of public hearing shall be mailed by way of U.S. first class mail or be personally delivered to the following persons, at least 15 days prior to the date of the public hearing:
  - a. The applicant;
  - b. All persons to whom real property is assessed for property tax purposes within 300 feet of the property that is the subject to the application; and
  - c. The occupants of all structures within 300 feet of the property that is the subject of the application. If the above-described 300-foot radius extends outside of the Township's boundaries, then notice must be provided outside of the Township boundaries, within the 300-foot radius, to all persons in the above-stated categories.

3. The notice of the public hearing shall include the following information:
  - a. A description of the nature of the application or request.
  - b. An identification of the property that is the subject of the application or request. The notice shall also include a listing of all existing street addresses within the property; provided, however, that street addresses do not need to be created and listed if no such addresses currently exist within the property; and provided further that street addresses do not need to be listed if eleven (11) or more adjacent properties are being proposed for rezoning.
  - c. A statement of where and when the application or request will be considered.
  - d. Indicate where and when written comments will be received concerning the application or request.

**Section 2. Severability.**

If a court determines that any provision of this Ordinance is invalid, the remaining provisions of this Ordinance shall remain in full force and effect.

**Section 3. Repealer.**

Any ordinances in conflict with this Ordinance are repealed but only to the extent necessary to give this Ordinance full force and effect.

**Section 4. Effective Date.**

This Ordinance takes effect concurrently with Ordinance No. \_\_\_\_\_, which shall be upon the expiration of seven (7) days after publication of that ordinance.



# CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE Grand Rapids, Michigan 49546-7140

**REQUEST FOR BOARD ACTION**  
**MEETING DATE: March 13, 2024**

**ITEM: Recommendation to Amend Chapter 23 of the Cascade Charter Township Zoning Ordinance**

**PRESENTER:** Jade Smith, Township Manager

**INDIVIDUAL PRESENT:** Michael Homier, Township Attorney

**EXECUTIVE SUMMARY:**

Currently, the Township Planning Commission is established by Chapter 23 of the Township Zoning Ordinance, pursuant to the Michigan Zoning Enabling Act, MCL 125.3101 *et seq* ("MZEA"). However, since 2008 following the legislature's consolidation of the various planning acts, planning commissions are creatures of the Michigan Planning Enabling Act, MCL 125.3801 *et seq* ("MPEA"). In our experience, most planning commissions are now organized under the authority granted by the MPEA and not under the MZEA or included in the zoning ordinance. Just a few local examples include Grand Rapids Township and Cannon Township.

Local units of government have various powers that are granted to them by law. For example, the general police power (the ability to protect the health, safety, and welfare of the public by regulation of persons and property), is granted by the Michigan Constitution and codified under statute. Other powers are specifically delegated to local units by the Legislature. Zoning is an example of a power explicitly delegated to local units by the Legislature under the MZEA. When a public body adopts any regulation, it generally must identify the authority under which it is acting. If the public body's exercise of power is challenged, it generally must defend that exercise of power under the claim of authority it made when adopting the regulation.

The MPEA and MZEA set forth different regulations that present problems if a municipality relies on the MZEA to establish its planning commission. If the Township were to continue the Planning Commission under the authority granted to it by the MPEA and revise any number of things related to the operation of the Planning Commission, no notice or public hearing is required.

It is recommended removing those sections of the zoning ordinance referring to the creation and operation of the planning commission and instead utilize the authority granted to the Township under the MPEA for the creation and operation of the Planning Commission.

Because the Planning Commission is currently authorized under the Township's Zoning Ordinance, the Township would need to amend Chapter 23 of the Zoning Ordinance to remove references to the Planning Commission.

Amending the Zoning Ordinance, the Planning Commission held a public hearing on February 26, 2024, and has made a recommendation to the Township Board to remove references to, and regulation of, the Township Planning Commission in the Zoning Ordinance. The Township Board is being asked to adopt the Zoning Ordinance as amended. This is in addition to the second reading to adopt a Police Power Ordinance continuing the Planning Commission in accordance with the provisions of the MPEA.

Both ordinance amendments will be published and take affect March 22, 2024.

**STRATEGIC PLANS/GOALS:** Land Use and Economic Development - Priority 2  
The proposed amendments to the Zoning Ordinance will provide clear and efficient delegation of duties.

**BUDGET IMPLICATIONS:** None

**IMPLEMENTATION PLAN:**

February 26, 2024 – Planning Commission held a public hearing for the proposed Zoning Ordinance Amendment Chapter 23  
February 28, 2024 – Board of Trustees Approved First Reading Police Power Ordinance  
March 13, 2024 – Second Reading of Police Power Ordinance  
Board of Trustees Amends Zoning Ordinance  
March 15, 2024 – Ordinance Amendments are Published for Public Viewing  
March 22, 2024 – Both Ordinances Take Affect

**DIRECTOR'S RECOMMENDATION:** Yes

**MANAGER'S RECOMMENDATION:** Yes

**ACTION REQUESTED:** Recommendation from the Cascade Charter Township Planning Commission to amend Chapter 23 of the Cascade Charter Township Zoning Ordinance to delete references to, and regulation of, Township Planning Commission.

**ATTACHMENTS:**

1. Amendments to Chapter 23

**CASCADE CHARTER TOWNSHIP**

**ORDINANCE NO. \_\_\_\_**

**AN ORDINANCE TO AMEND CHAPTER 23 OF THE TOWNSHIP ZONING  
ORDINANCE TO DELETE REFERENCES TO, AND REGULATION OF,  
TOWNSHIP PLANNING COMMISSION**

THE CHARTER TOWNSHIP OF CASCADE ORDAINS:

**Section 1. Amendment of Chapter 23 of the Township Zoning Ordinance**

Chapter 23 of the Township Zoning Ordinance is amended in its entirety to read as follows:

**Section 23.01. Title**

Administrative Procedures of the Zoning Board of Appeals

**Section 23.02. Establishment of the Zoning Board of Appeals**

The Zoning Board of Appeals is hereby established in accordance with the Michigan Zoning Enabling Act (PA 110 of 2006), as amended, to act upon all questions as they may arise in the administration of this Zoning Ordinance, including the interpretation of the Cascade Charter Township Zoning Map.

**Section 23.03. Membership and Terms of Office**

1. **Membership.** The Zoning Board of Appeals shall consist of five (5) members and two (2) alternate members who shall be representative of Township population and of the major interests present in the Township. All members shall be residents and qualified voters within Cascade Charter Township. One (1) member of the Township Board may be a member of the Zoning Board of Appeals and one (1) member of the Planning Commission shall be a member of the Zoning Board of Appeals, with their term of service running concurrent with his/her service on their respective board (i.e., other than the Zoning Board of Appeals). The Township Supervisor may appoint up to two (2) alternate members for the same term as regular members to the Zoning Board of Appeals, upon approval by the Township Board. An alternate member may be called as specified to serve as a member of the Zoning Board of Appeals in the absence of a regular member if the regular member will be unable to attend one (1) or more meetings. An alternate member may also be called to serve as a member for the purpose of reaching a decision in which the member has abstained for reasons of conflict of interest. The alternate member appointed shall serve in the case until a final decision is made. The alternate member has the same voting rights as a regular member of the Zoning Board of Appeals.
2. **Terms.**
  - a. Members of the Zoning Board of Appeals shall be appointed by the Township Supervisor with approval by the Township Board.



# CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE Grand Rapids, Michigan 49546-7140

## REQUEST FOR BOARD ACTION

**MEETING DATE: March 13, 2024**

### **ITEM: 2024 Independence Day Budget**

**PRESENTER:** Township Manager Smith

**INDIVIDUAL PRESENT:** N/A

**EXECUTIVE SUMMARY:** Attached is the proposed budget for the 2024 Independence Day Celebration to be held on Thursday, July 4th, 2024. It is being requested to waive the bidding process and award a contract to Funny Business Entertainment Agency who will again be contracted to provide event staff, mechanical rides and climbing walls, inflatables, a splash zone, tents, chairs, and Porta-Jons. Two Porta-Jons are also included in this contract to service the parade. The proposed contract totals \$35,225.

Additionally, Blandford Nature Center will conduct three hours of animal presentations for \$800, a two-hour foam party by Stormy's Foam Parties for \$1,095, and an estimated \$5,000 to hire a band and rent sound equipment. An estimated \$150 will cover the printing of posters to advertise both the parade and celebration.

The budget for the parade, including Grand Marshal car magnets, trophies for float winners, and new banners to fit the updated infrastructure at Friendship Park, total an estimated \$700. An estimated additional \$6,000 will be needed to retain up to six deputies for the parade and three to four will stay to assist with the celebration at Friendship Park. The total estimated cost for the parade is \$6,700.

Including all the above items, the celebration total is estimated at \$48,970. The 2024 budget for the project was set at \$55,000, \$6,030 higher than the current cost estimates. Without a final cost for the

band, police deputies, and other parade items, Staff are requesting approval of the Funny Business Entertainment contract and event budget, not to exceed \$52,000.

**STRATEGIC PLANS/GOALS:** This event fits in with the placemaking and community building initiatives described in the Strategic Plan.

**ACTION REQUESTED:** Approve the Funny Business Entertainment contract and total 2024 Independence Day celebration budget, not to exceed \$52,000.

**BUDGET IMPLICATIONS:** Funds are allocated in line item 101-225-881.000 of the 2024 budget

**DIRECTOR'S RECOMMENDATION:** Approval.

**MANAGER'S RECOMMENDATION:** Approval.

**ACTION:** Motion to approve the 2024 Independence Day celebration including the Funny Business Entertainment contract, not to exceed \$52,000.

**ATTACHMENTS:** Funny Business Contract, Proposed Budget



P: (888) 593.7387

F: (888) 308.9644

E: [info@funny-business.com](mailto:info@funny-business.com)

[www.funny-business.com](http://www.funny-business.com)

Thu, Mar 7, 2024, 11:24 AM

## THANK YOU FOR YOUR BUSINESS!

To ensure quick and easy processing of the contract please follow these guidelines:

All signed contracts and completed data sheets should either be:

Emailed to [alicia@funny-business.com](mailto:alicia@funny-business.com) or

Faxed to 888.308.9644

Accepted methods of payment:

**Check (payable to Funny Business Agency, Inc.)**

**ACH/Direct Deposit (details upon request)**

**US Bank Wire (details upon request)**

(Please indicate which you plan to use upon return of contract)

Our Federal Tax ID# is 38-3227974.

NOTE: All contracts and deposits are due within 5 business days unless otherwise specified in the Additional Agreement Provisions of the contract

**Mailing Address:**

Funny Business Agency

PO Box 1052

Ada, MI 49301

If you have any questions, please call (888) 593-7387 x100 or email [alicia@funny-business.com](mailto:alicia@funny-business.com)



P: (888) 593.7387

F: (888) 308.9644

E: info@funny-business.com

[www.funny-business.com](http://www.funny-business.com)

**CONTRACT ID#: 102952** (please refer to contract ID for all correspondence)

The undersigned ARTIST and PURCHASER agree to the following terms on: **March 7, 2024**

- 1. NAME OF ARTIST/EVENT: **Cascade Twp. 4th of July Carnival Attractions**
- 2. PURCHASER INFORMATION: **Cascade Charter Township  
Melanie Manion  
5920 Tahoe Dr. Southeast  
Grand Rapids, MI 49546  
PHONE: FAX:6169493918**
- 3. PERFORMANCE DAY(S)/DATE(S): **Thursday, July 4, 2024 to Thursday, July 4, 2024**
- 4. PERFORMANCE PLACE: **Cascade Library - 2870 Jacksmith Ave SE, Grand Rapids, MI 49546**
- 5. ESTIMATED ARRIVAL TIME:  
SHOWTIME: **10:00 AM to 2:00 PM**  
AMT OF TIME: **Four Hours**
- 6. AGREED PRICE: **\$ 35,225.00**  
Deposit of **\$ 17,612.50** to be sent with signed contracts.  
Balance of **\$ 17,612.50** (see Additional Agreement Provisions).

All checks should be payable to: **Funny Business Agency, Inc. Our FED ID# 38-3227974**

7. LODGING: **No**

**8. ADDITIONAL AGREEMENT PROVISIONS:**

Rider: \_ (see any attached rider if yes)

Purchaser to provide Sound?: Stage?: Lights?:

Purchaser agrees to email or fax signed contract and deposit of **\$ 17,612.50** within 5 business days to secure entertainment. Balance of **\$ 17,612.50** to be paid by **06/04/24**. Deposit is non-refundable unless Artist cancels. Balance is due and non-refundable if Purchaser cancels event at any time, for any reason, other than Force Majeure (see Addendum).The information on the attached addendum is incorporated as part of this agreement. Full amount due rain or shine. Purchaser to Set-up and strike tables and chairs. See attached proposal for list of items.

AGREED BY FUNNY BUSINESS AGENCY, INC

AGREED BY OFFICIAL PURCHASER REPRESENTATIVE:

BY: \_\_\_\_\_ DATE: 3/7/24

BY: \_\_\_\_\_ DATE: \_\_\_\_\_





P: (888) 593.7387

F: (888) 308.9644

E: [info@funny-business.com](mailto:info@funny-business.com)

[www.funny-business.com](http://www.funny-business.com)

## Addendum to Contract # 102952

1. It is understood that the AGENCY is an independent contractor and that the AGENCY and its' sub-contractors shall have exclusive control over, and means, method and details of, fulfilling the obligations under this contract, except for performing time(s).
2. Funny Business Agency, Inc., agrees to refund to the PURCHASER any advances or deposits received from the PURCHASER in the event that the AGENCY or its' sub-contractors cancels the contract and AGENCY cannot arrange comparable interactive event equipment that is acceptable to the PURCHASER.
3. The AGENCY agrees to perform and discharge all obligations as an independent contractor under any and all laws, whether existing or in the future, in any way pertaining to the engagement hereunder, including but not limited to social security laws, worker's compensation insurance, income taxes, state employment insurance taxes or contributions, and public liability insurance.
4. The parties agree that this agreement represents the full and complete understanding between them, and there are no other oral or verbal understandings except as set forth in this contract. Any controversies arising between the AGENCY and the PURCHASER pertaining to this contract shall be resolved by the courts of the state wherein the engagement was, or was to be performed.
5. The Official Purchaser Representative, in signing this contract, warrants that he signs as a properly authorized representative of PURCHASER.
6. In the event that the AGENCY is required to place the collection of any sums due under this contract in the hands of an attorney for collection, or sums due are collected by suit or through a court bankruptcy, than the PURCHASER agrees to pay all court costs, interest and actual attorney fees incurred as a result of such collection efforts.
7. In the event Purchaser fails or refuses to provide any of the items as herein stated, or fails or refuses to make any of the payments as provided herein or to proceed with the Engagement, AGENCY shall have no obligation to perform this agreement and shall retain any amounts theretofore paid to Funny Business Agency, Inc., and Purchaser shall remain liable for the full balance of the contract price herein set forth.
8. Purchaser hereby indemnifies and holds Funny Business Agency, Inc., as well as their respective agents, sub-contractors, representatives, principals, employees, officers and directors, harmless from and against any loss, damage or expense, including reasonable attorney's fee, incurred or suffered by or threatened against AGENCY or any of the foregoing in connection with or as a result of (a) Purchaser's negligence, act(s) or omission(s) or breach of this contract or (b) any claim for personal injury or property damage or otherwise brought by or on behalf of any third party person, firm or corporation as a result of or in connection with the Engagement, which claim does not result from the active and willful negligence of the AGENCY or its sub-contractors.
9. Force Majeure: Notwithstanding any other provision of this agreement, in the event that the performance of any obligation under this contract by any party to this contract (ARTIST, PURCHASER or Funny Business Agency, Inc.) is prevented due to acts of God, any government restriction, wars, hostilities, civil disturbances, revolutions, strikes, terrorist attacks, lockouts, or any other cause beyond the reasonable control of any party, then such party shall not be responsible to the other parties for failure of performance in its obligations under the agreement. The terms of this clause shall not exempt, but merely suspend, any party from its duty to perform the obligations



P: (888) 593.7387

F: (888) 308.9644

E: info@funny-business.com

[www.funny-business.com](http://www.funny-business.com)

under this contract as soon as practicable after a force majeure condition ceases to exist. Notwithstanding the foregoing, if Artist is ready and willing to perform, PURCHASER will pay Artist the full amount of the guarantee (full amount of agreed contract price) set forth in this Agreement. The parties acknowledge and agree that the occurrence of any epidemic in an area in close proximity to the performance venue shall not in and of itself be deemed a Force Majeure Occurrence, unless the US Department of Health and Human Services officially declares such occurrence to be an epidemic affecting the particular state in which the performance is scheduled to take place. Inclement weather shall not be deemed a Force Majeure occurrence and the full amount of the contract is due rain or shine.

10. The PURCHASER assumes the liability and obligation of any and all venue fees as well as any and all applicable permits (if required).
11. In the event of inclement weather, operator reserves the right to shut down attractions as needed due to unsafe weather conditions.

AGREED TO BY: \_\_\_\_\_ DATE: \_\_\_\_\_





**P:** (888) 593.7387

**F:** (888) 308.9644

**E:** [info@funny-business.com](mailto:info@funny-business.com)

[www.funny-business.com](http://www.funny-business.com)

## CASCADE TOWNSHIP 4th of JULY EVENT

**Event Date and Hours:** Thursday, July 4, 2024 from 10AM-2PM (4 hours)

**Event Location:** Cascade Library Grounds + Noto's Parking Lot in Grand Rapids, MI

### Services included:

- On-site event management and coordination
- Pre-event site inspection
- Map/lay-out of activities
- Liaison between exhibitors, township and vendors
- Event staff
- Liability insurance with Cascade Township listed as additionally insured
- Set/strike of all equipment
- Extensive knowledge of the event and how it's run from 15+ years of working together

### Purchaser to provide:

- Access to event space day/night prior
- Access to power on Noto's building, Library exterior and township breakers
- Set-up/strike tables and chairs

**Payment Terms:** 50% deposit due with signed contract; full balance due minimum of two weeks prior to event. Full amount due rain or shine.

### MECHANICAL RIDES AND CLIMBING WALLS

- Parachutes
- Turbo Tubs
- Zip Line
- 32' Rock Wall
- 24' 3D Wall

### INFLATABLES

- Screamer Slide
- Extreme Obstacle Course (3-piece)
- Basic Bounce House

### SPLASH ZONE

Requires water hook-up within 100'

- Slip 'n' Slide
- Flipper Dipper Beach Slide



**P:** (888) 593.7387

**F:** (888) 308.9644

**E:** [info@funny-business.com](mailto:info@funny-business.com)

[www.funny-business.com](http://www.funny-business.com)

- Life's a Beach Slide

#### **OTHER ATTRACTIONS**

- (2) Airbrush Artists

#### **TENTS, TABLES, TOILETS AND CHAIRS**

- (1) 20'x40'
- (2) 10'x10'
- (1) 30'x75'
- (33) 8' Tables
- (320) Chairs
- (9) Standard Porta-Jons
- (2) Handicap Porta-Jons

**TOTAL: \$35,225**

## 2024 Independence Day Celebration

<b>Item</b>	<b>Cost</b>
Funny Business (Inflatables, Splash Zone, Tents, Chairs, Porta-Jons, etc)	\$ 35,225.00
Blandford Nature Center (Animal Presentations)	\$ 800.00
Stormy's Foam Parties (2-hour Foam Party)	\$ 1,095.00
<i>Band</i>	\$ 5,000.00
<i>Posters</i>	\$ 150.00
<i>Parade (Car Magnets, Trophies, Banners)</i>	\$ 700.00
<i>Police Deputies (Up to 6)</i>	\$ 6,000.00
<i>Other Supplies</i>	\$ 3,030.00
<b>Total</b>	<b>\$ 52,000.00</b>
<b>Amount Budgeted</b>	\$ 55,000.00
<b>Difference</b>	<b>\$ 3,000.00</b>

*\*Items in italics are estimates.*



# CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE Grand Rapids, Michigan 49546-7140

## REQUEST FOR BOARD ACTION

**MEETING DATE: March 13, 2024**

### **ITEM: Resolution to Close Roads for July 4<sup>th</sup>, 2024**

**PRESENTER:** Township Manager Smith

**INDIVIDUAL PRESENT:** N/A

**EXECUTIVE SUMMARY:** Attached is a resolution for road closures for the township Independence Day event on Thursday, July 4th, 2024. Listed are the roads and times they will be closed on July 4th for the parade and celebration. These are the same closures that were approved in previous years with a slight change to the times since the parade will begin an hour earlier this year.

**STRATEGIC PLANS/GOALS:** N/A

**ACTION REQUESTED:** Approve the resolution for road closures on July 4<sup>th</sup>, 2024.

**BUDGET IMPLICATIONS:** N/A

**DIRECTOR'S RECOMMENDATION:** N/A

**MANAGER'S RECOMMENDATION:** Approval.

**ACTION:** Motion to approve the Resolution to Close Roads for July 4<sup>th</sup>, 2024.

**ATTACHMENTS:** Resolution to Close Roads for July 4<sup>th</sup>, 2024

**Cascade Charter Township**  
**Kent County, Michigan**  
Resolution No. \_\_\_\_\_

**The Cascade Charter Township Board Hereby Resolves:** Cascade Charter Township will hold a 4<sup>th</sup> of July Celebration using Cascade Road, 28<sup>th</sup> Street and Jacksmith Drive;

**Whereas,** Cascade Charter Township has held a July 4<sup>th</sup> Parade and Celebration for decades; and,

**Whereas,** Cascade Charter Township desires to close streets and hold a parade on July 4<sup>th</sup> 2024 starting from the intersection of Cascade Road and Burton Street, then proceeding East on Cascade Road to 28<sup>th</sup> Street, then proceeding West on 28<sup>th</sup> Street, ending at Thornhills Drive. The street closure will start at 8:15 am and continue until about 10:45 am; and,

**Whereas,** Cascade Charter Township desires to close Jacksmith Drive for the Annual Cascade July 4<sup>th</sup> Celebration on Jacksmith Drive on Thursday, July 4<sup>th</sup>, 2024. The street will be closed from 7:30 a.m. – 5:00 p.m. for set up and removal of equipment and the street fair operation from 10:30 am to 3:30 pm; and,

**Whereas,** the Kent County Sheriff will be on special patrol starting at 7:00 am until 2:00 pm for both the parade and celebration to provide traffic control for the general public.

**Therefore, Be It Resolved,** that the Cascade Charter Township Board respectively request that the Kent County Road Commission issue a permit allowing Cascade Charter Township to close Cascade Road, 28<sup>th</sup> Street and Jacksmith Dr. on July 4<sup>th</sup> 2024 as noted above for the annual Cascade Township July 4<sup>th</sup> Celebration.

The foregoing Resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_. The roll call vote being as follows:

YEAS:

NAYS:

ABSENT:

**RESOLUTION DECLARED ADOPTED.**

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

**CERTIFICATION**

I hereby certify the above to be a true copy of a Resolution adopted by the Cascade Charter Township Board at a Regular Board Meeting held at the Wisner Center on the day of March 13, 2024 at 7:00 p.m., pursuant to the required statutory procedures.

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

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



# CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE Grand Rapids, Michigan 49546-7140

## REQUEST FOR BOARD ACTION

**MEETING DATE: March 13, 2024**

### **ITEM: Education Assistance Policy**

**PRESENTER:** Township Manager Smith

**INDIVIDUAL PRESENT:** N/A

**EXECUTIVE SUMMARY:** Currently, the Cascade Charter Township personnel manual contains an education assistance policy but does not contain the seminar/conference policy. The updated policy will include both, allowing for clear guidelines and procedures. The updated policy will address:

- Education reimbursement amounts (increased by \$1,000 based on updated tuition rates).
- Procedures for requesting educational assistance and the approval process.
- Seminar and conference policies and procedure; this was previously only on the form, not in a policy.
- Inclusion of Township elected and appointed officials into the policy.
- Allowable expenditures when at a seminar/conference.

In addition, the current process is to submit approval for both education reimbursements and seminar/conference expenses to the Board of Trustees. This policy will put more staff oversight and approval that will be managed within the annual budgetary allowances approved by the Board of Trustees.

The proposed policy was reviewed by the Personnel and Finance Committee at a meeting in February and comments/changes are reflected in the final policy.


**BUDGET IMPLICATIONS:** The policy will have minimal if not zero financial impact on the Township. All education and conference/seminar requests are currently allocated in the 2024 budget.

**MANAGER'S RECOMMENDATION:** Approval

**ACTION REQUESTED:** I move to approve the updated Educational Assistance Policy in the Cascade Charter Township Personnel Manual.

**ATTACHMENTS:**

Educational Assistance Policy

	<b>CASCADE CHARTER TOWNSHIP, MICHIGAN</b>			
	<b>POLICIES AND PROCEDURES</b>		<b># OF PAGES:</b> 4	<b>POLICY #:</b> Board - 2024-01
	<b>SUBJECT:</b> Educational Assistance		<b>APPROVED BY:</b> Jade Smith, Township Manager	
	<b>DEPARTMENT:</b> All	<b>SUPERCEDES:</b> N/A	<b>DATE OF ISSUE:</b> March 13, 2024	<b>DATE OF EFFECT:</b> Immediate

## 1. Tuition Reimbursement

Cascade Township recognizes that the skills and knowledge of its employees are critical to the success of the organization. The tuition reimbursement program encourages personal development through formal education so that employees can maintain and improve job-related skills or enhance their ability to compete for reasonably attainable jobs within the Township.

Cascade Township will provide tuition reimbursement to all eligible employees who have completed one year of continuous service in an eligible employment classification and are performing their job duties satisfactorily. To maintain eligibility employees must remain on the active payroll and be performing their job satisfactorily through completion of each course. Employees in the following employee classification(s) are eligible for educational assistance:

- Regular full-time employees
- Regular part-time employees
- Casual employees - (with qualifications see last paragraph below).

Individual courses or courses that are part of a degree, licensing, or certification program must be related to the employee’s current job duties or a foreseeable-future position in the organization in order to be eligible for educational assistance. Cascade Township has the sole discretion to determine whether a course relates to an employee’s current job duties or a foreseeable-future position. Employees should contact their department head or the Township Manager for more information or questions about educational assistance.

While educational assistance is expected to enhance employee’s performance and professional abilities, the Township cannot guarantee that participation in formal education will entitle the employee to automatic advancement, a different job assignment, or pay increases.

Cascade Township invests in educational assistance to employees with the expectation that the investment be returned through enhanced job performance.

Cascade Township will reimburse employees for approved registration and tuition for work related courses taken through college or schools accredited by regional accreditation associations (e.g., North Central Association of Colleges and Schools). Some electives that an employee may be required to complete for a degree may be unrelated to their particular job or government in general, and are therefore not covered by this assistance policy.

The Township will pay a percentage of tuition and registration fees based on the performance of the employee, as follows:

<b>Grade</b>	<b>Amount to be Reimbursed</b>
A or 3.5 – 4.0	100%
B or 2.5 – 3.4	75%
Pass/Fail*	50%
*Passing grades in a pass / fail graded course are reimbursable at 50 percent	

Books and other supplies are not reimbursable. These items become the personal property of the employee.

The maximum amount of reimbursement under this policy in any calendar year per employee is as follows:

\$4,500 for undergraduate courses or schools  
\$5,500 for graduate courses

Casual employees may only be eligible for education assistance for individual courses that are job - related and are directly related to their licensing or certification requirements imposed by the State of Michigan.

**Procedures:**

- Prior to enrolling in an educational course, the employee must obtain approval from his or her direct supervisor and the Township Manager with information about the course for which they would like to receive tuition reimbursement and discuss the job-relatedness of the continuing education.
- Once approved a tuition reimbursement request form must be completed by the employee, and the appropriate signatures obtained.
- A copy of the tuition reimbursement request form must be submitted to the Human Resources Director. The employee will maintain the original until he or she has completed the educational course.
- Once the course is successfully completed, the employee should resubmit the original tuition reimbursement request form with the tuition receipt and official school transcript with grade for the course.
- The Human Resources Director will coordinate the reimbursement with the Finance Director.

**2. Seminar/Conferences**

Cascade Charter Township may be allowed attend a conference/seminar for official township business if approved by their department head. Individual seminars and conferences must be related to the employee’s current job duties or a foreseeable-future position in the organization in order to be eligible for.

Some seminars/conferences that an employee may attend may be unrelated to their particular job or government in general, and are therefore not covered by this assistance policy.

Any request that requires an overnight stay or expenditure over \$2,500 requires Township Board approval before the seminar/conference is attended.

Under extenuating circumstances, the Township Manager may approve an overnight stay or expenditure over \$2,500 for a conference or seminar prior to Township Board approval. The request

must be made before attendance to a seminar/conference. The Township Board will be informed of request at their next scheduled meeting.

Requests for attendance will be submitted in a timely manner prior to the conference/workshop on the Conference/Seminar Request Form along with a type written summary of goals and potential impact of training. The Director will consider the following in determining support for conference attendance.

- Availability of staff to support ongoing operations and services to the public
- Membership in the sponsoring organization
- Relevancy of the conference program to the duties of the employee
- Role of the employee at the conference
- Cost
- Attendance of the employee at other recent conferences
- Availability of funding/budget allotment

Management reserves the right to limit the number of staff attending a single conference if conference attendance negatively impacts the workflow of the organization. Where there is a large amount of interest, staff attendance at conferences will be on a rotation basis. Traveling staff will be credited for an 8-hour work day for each day spent at conference. Overtime will not be granted for extended conference and travel days. A written report is expected within two weeks upon return from the conference.

Township elected and appointed officials may be covered to attend a conference/seminar for official township business upon approval of the Personnel and Finance committee. Those officials approved will adhere to the same guidelines for employees as outlined above.

#### Allowable Expenses

Reimbursement will be made for all or part of pre-approved actual and reasonable expenses incurred for registration (early registration discounted amount), transportation (including taxis, airport shuttles and public transportation), meals, lodging, and other necessary business expenses. All eligible expenses up to the prior approved amount for the conference are reimbursable. Expenses must be reported on an actual cost basis substantiated with original receipts. Whenever possible, conference registration and travel reservations may be made on the Township's credit card. Staff are encouraged to coordinate expenses whenever possible, such as through carpools or shared taxis used at the conferences.

#### Lodging

Lodging reservations are the initial responsibility of the employee. Travelers should use recommended conference hotels, when appropriate. Since hotel reservations are typically guaranteed to assure lodging for late arrivals, travelers are required to cancel these reservations in a timely manner to prevent no-show charges or the individual will be held responsible for these charges. The Township is a sales tax-exempt organization. Prior to traveling, the employee should contact the Finance Director to obtain a Tax Exemption certificate if planning to stay at a hotel.

### Meals

The Township will reimburse travelers up to \$50 a day for the cost of their own meals and tips. Only food items and non-alcoholic beverages are reimbursable.

### Travel and Related Expenses

Overnight travel must be pre-approved by the Department Director and the Township Manager. Air and rail travel will be reimbursed for coach fare only. Air travel is restricted to regularly scheduled commercial airlines. All travel arrangements should be made in advance, as airfare booked early can often be obtained at a much lower rate. Before committing to a deeply discounted ticket carrying a substantial penalty for cancellation, individuals should make certain that they can adhere to the planned itinerary. Lost baggage, clothing, or other personal items are the responsibility of the traveler. The Township will not assume responsibility if damage to personal equipment occurs during conference travel.

### Personal Automobile Use and Mileage Reimbursement

Reimbursement for use of personal vehicles for township business will be at the IRS mileage rate, effective January 1 of each year. Examples of travel expenditures include but are not limited to travel to purchase supplies; travel to provide outreach services, travel to approved conferences and workshops. Please note that no reimbursement will be made for the cost of repairs to personal vehicles, regardless of whether the costs result from business travel or whether they result from acts of the traveler or another individual. It is the obligation of the owner of a personal vehicle being used for township business to carry adequate insurance for his or her protection and for the protection of any passengers. In the event of an accident, the employee is responsible for his/her own auto insurance deductible.

### Non-Reimbursable Expenses

The township will not reimburse travelers for expenses that are inherently personal in nature, nor provide reimbursement for the travel expenses of spouses or others who accompany employees on township business.