

AGENDA
Cascade Charter Township Planning Commission
Monday, January 20, 2020
7:00 pm
Cascade Library Wisner Center
2870 Jacksmith Ave. SE

- ARTICLE 1. Call the meeting to order
Record the attendance**
- ARTICLE 2. Pledge of Allegiance to the Flag**
- ARTICLE 3. Approve the current Agenda**
- ARTICLE 4. Approve the Minutes of the December 16, 2019 meeting**
- ARTICLE 5. Acknowledge visitors and those wishing to speak to non-agenda items
(Comments are limited to five minutes per speaker)**
- ARTICLE 6. Election of Officers**
- ARTICLE 7. 2019 Annual Report**
- ARTICLE 8. Rules of Conduct**
- ARTICLE 9. Planning Principles**
- ARTICLE 10. 2020 Calendar**
- ARTICLE 11. Any other business**
- ARTICLE 12. Adjournment**

Meeting format

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

MINUTES
Cascade Charter Township
Planning Commission
Monday, December 16, 2019
7:00 P.M.

ARTICLE 1. Chairman Sperla called the meeting to order at 7:00 P.M.
Members Present: Johnson, Katsma, Krieter, Lewis, Pennington, Rissi, Moxley and Sperla
Members Absent: Noordyke
Others Present: Community Development Director, Steve Peterson and those listed on the sign in sheet.

ARTICLE 2. **Pledge of Allegiance.**

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

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

ARTICLE 4. **Approve the Minutes of the December 2, 2019 Meeting.**

Motion was made by Member Moxley to approve the minutes of December 2, 2019 Meeting. Supported by Member Pennington. Motion carried 8 to 0.

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

Ms. Aileen Leipprandt (from Hilger Hammond) came forward to clarify that this is a public hearing as stated on the public notices that were sent out regarding the Amendment of the P.U.D., and then asked Chairman Sperla if he intended to take testimony from the public regarding the Amendment of the P.U.D.. Chairman Sperla stated that although the current Agenda (in error) does not state that this is a public hearing, as it was noticed as a public hearing, the meeting will proceed as a public hearing.

Member Rissi asked Director Peterson if this case needed to be taken off the table before proceeding as it was tabled at the May 20, 2019 Meeting. Director Peterson stated that since this was re-noticed, this is now a new public hearing.

ARTICLE 6. **Case #19-3527 Roundhill PUD Amendment – Sentinel Pointe**
Public Hearing

Property Address: 3000 Thornhills Ave SE

Requested Action: Amend various parts of the Roundhill portion of the Sentinel Pointe P.U.D. including, but not limited to, modifying building envelopes and changes to the storm water system.

Mr. Tom Giusti came forward and identified himself as the builder for the Roundhill development, and a representative of Finko, the development owner. Mr. Giusti stated that he was last in front of the Planning Commission on August 19th, 2019, and was given a list of 6 items to work on/provide. Mr. Giusti listed the first item as being required to get the stormwater and drainage engineering passed by Fishbeck, the Townships engineer, and stated that he has worked extensively with Mike Berrevoets of Fishbeck. Chairman Sperla asked Mr. Giusti to summarize for the public in attendance what the Applicants position is relative to the P.U.D. Amendment being requested. Mr. Giusti stated the P.U.D. Amendment is to allow for a larger building envelope to allow decks on the south properties (units 5-10). Retaining walls were originally approved on the north side and southeast corner of the property. Mr. Giusti states that revisions and engineered drawings have been submitted for stormwater and engineering for these items. Mr. Giusti says that he believes Fishbeck has approved these items so he could be here tonight to explain what their plans are. Mr. Giusti proceeded to the second recommended item, Chairman Sperla interrupted to suggest that the meeting proceed by subject matter so representatives from each matter can speak at that time. Mr. Giusti agreed.

Mr. Giusti stated that they had to re-engineer some of their grades so stormwater would be funneled to the catch basins, and then into the retention pond. Mr. Giusti then had his engineer, Mr. Dan Hula (from Hula Engineering) come forward to state that the original storm sewer was installed with a couple of pipes that went to the basin instead of off-site as they were supposed to, and says that has since been changed. Mr. Hula states there is a swale on the north side of the property that didn't show up well on the survey drawings that were done, so that needs to be re-graded to make the swale more definite and to show that it will catch runoff from the Library property to the north, re-route around the pond, and then downstream. Mr. Hula states the pipes that were originally connected to the basin are shown on the new plan as being connected the correct way. Chairman Sperla asked Mr. Hula if he had a copy of this new drawing to share tonight, Mr. Hula stated that he did not have a copy with him, but it is on the plan.

Mr. Hula stated that this plan is in Members packet for tonight, but that he did not print a copy for himself since he has it in his electronic files. Chairman Sperla stated that Director Peterson has a paper copy, and asked Mr. Hula to show those present tonight what he is submitting. Mr. Hula then uses the visual aid to show the proposed changes to the plan. Mr. Hula stated that swales in both locations will be cleaned out and redefined for easier visual verification.

Mr. Giusti stated the second item on the list is to provide a cross section or visual of the area where the retaining walls had been originally approved. Mr. Giusti states the retaining walls were never installed, only proposed. Mr. Giusti shows a cross-section visual of the property with the original proposal with the walls in place (from the north side to the south side of the property where they would have been), prior to construction, and post construction (current condition). Mr. Giusti was asked what the steepness of the slopes are, Mr. Hula answered that the slopes are at a "1 on 2" behind Unit 6, and coming down from the library property. Mr. Hula states these to be

standard, non-maintainable, which would mean the grass on the slope does not get mowed. Mr. Giusti showed three different photographs of the slopes in their current state.

Mr. Giusti states that the third item is to provide written comments from the Kent County Road Commission on the Soil Erosion Control Permit. Mr. Giusti states that these comments are included in tonight's packet, and in short, state that the KCRC commented the site (at the time) is stable, and that dirt needs to continue to be kept off the road.

Mr. Giusti states that the fourth item is to provide a lot coverage comparison from the old building envelopes to the new ones, along with a scaled drawing with setbacks and distances to the new building envelopes. Mr. Giusti states there is a copy of this drawing in tonight's packet, and the drawing has a reference table at the bottom of the drawing. The drawings diagram shows the differences in lot coverage comparison, and building envelope comparison. Member Rissi stated that the decks on the south side of the property look like they are not shown to be outside of the building envelope, and asked Mr. Giusti to clarify. Mr. Giusti stated they are outside of the current P.U.D. envelope, and those areas say "deck" and are hashed on the provided drawing.

The fifth item is to show an updated plan with the new visitor parking area, Mr. Giusti states, and that is just inside the entrance gate to the left, and has 4 spaces.

Mr. Giusti states that the sixth item is to provide approval from the fire department for the entrance/exit gate. Mr. Giusti states that approval is in tonight's packet, and that the Cascade Township Fire Marshall has inspected and signed off on this. Mr. Giusti read from the approval "after inspection, the gated entrance meets the requirements of the fire department for clearance and access" as written by Doug Poolman, Cascade Township Fire Inspector.

Mr. Giusti states that the previous six items are what the Planning Commission requested him to provide. Chairman Sperla asked Mr. Giusti if he had any additional material relative to proceeding with this meeting. Mr. Giusti stated he had nothing outside of what he has already provided.

Director Peterson started by noting again that this is a P.U.D. Amendment from the original P.U.D.. Director Peterson states that the original meeting was held this past May to discuss the decks, specifically on Unit 8 because it was outside of the approved building envelope. At that meeting, Director Peterson states that the Applicant said they would like to make some other changes, that is where the list that Mr. Giusti and Mr. Hula just went through came from. Director Peterson stated that the Planning Commission wanted to see all of the proposed changes one time, and asked for the update at the August 2019 Meeting. Director Peterson states that at that meeting, there was a packet of information that included an outline of all of the changes that the developer wanted to make, and some communication from some neighbors and the Township Attorney. Director Peterson described the changes since May to include the

building envelopes that have been discussed tonight, as well as the site engineering. Because of all of those changes and the scope of them, this additional public hearing was scheduled.

Director Peterson stated that units number 8 and 3 are the houses that are currently there, and there are portions of each unit that have been built outside of the approved building envelopes. Director Peterson states that the deck on unit 8 does not currently have a building permit, this unit was given a conditional occupancy permit; unit number 3 will not be given an occupancy permit until all of these proceedings are completed. Director Peterson states that this is not something that has to be done often, and there will be no more permits issued for this development until this matter is resolved. Chairman Sperla states that these are house numbers 6546 and 6551 (lots 8 and 3, respectively) on a drawing that was provided by the Applicant.

Director Peterson states that the proposed plan shows the building envelope of the buildings and deck that have been built, and the proposed building envelope changes so that current and future units will be in compliance. Director Peterson states that the comparison chart shows that there will be a total of 330 sq ft of additional building with the new building envelopes. Director Peterson stated that other developments in Cascade Township have similar setbacks to this project, and he would describe what is being proposed as normal.

Director Peterson states that a security gate add-on is not unusual, provided it has approval from the fire department. This gate has been approved.

Director Peterson stated that there was landscaping around the perimeter of the site when the original project was submitted, the new plan really doesn't have any landscaping on it. Director Peterson stated that Mr. Hula made a comment about putting in six trees around the back of unit number 6. Director Peterson stated that while there is not a landscape requirement between residential uses, but he did want to state that the landscape was something that was approved with the original project. Director Peterson stated that the approved landscape plan was part of the original amendments discussed with Roundhill.

Director Peterson stated that the Kent County Road Commission has reauthorized the Applicants soil erosion permit, and that is now good until April 1st, 2020.

Director Peterson stated that a lot of the Applicants changes revolve around the stormwater system and site engineering. Director Peterson stated that the changes the Applicant is submitting are done in a way to comply with the current stormwater ordinance. Even though the current plan is not the same as the original, it does meet the current stormwater ordinance. A copy of the Township Engineers report is in the packet that includes several conditions for his approval.

Director Peterson states that the original project included performance and landscape bonds. They have been submitted, but at this time the Applicants attorney and the

Townships attorney have been discussing the language used in those bonds, and are working on revisions to them.

Director Peterson stated that a neighbor has filed a lawsuit regarding this case. Township Attorney Cliff Bloom is in attendance tonight, and the Township is also represented by an attorney from the Townships insurance company. Director Peterson stated that you have received the information from the neighbors attorney, and the lawsuit has been made available for anyone who wants it.

Director Peterson highlights conditions expected to see if this project is approved. Those conditions are as follows:

- A site survey showing corners of every home while the building permit is being issued.
- A new performance bond of \$100,000; essentially an additional \$50,000 to what has already been submitted.
- Written verification from the design engineer that the detention pond will be cleaned up and functioning before every building permit.
- The developer designs and provides a detailed outlet protection to the satisfaction of the Township Engineer. This has been highlighted as critical by the Township Engineer.
- The swale design near units 9 and 10 be completed to the Township Engineers satisfaction prior to those units being built.
- Provide a \$20,000 escrow account for the Township to pay the Township Engineer to inspect the site to make sure things are being built according to plan.
- A detailed schedule of work to be completed.

Director Peterson states that a copy of a possible motion granting some sort of tentative approval of the Applicants request has been provided by the Township Attorney. This would allow Staff and the Attorney to write a resolution that would then be moved on at a future Planning Commission meeting. Chairman Sperla stated that Planning Commission has received copies of motions for both approval and denial.

Chairman Sperla stated that these requirements are being asked for the assurance that what is approved in the plan is what is fulfilled. Director Peterson stated that if the Planning Commission denies the Applicants request without a resolution, the Applicant can then build the original P.U.D.

Member Rissi asked Director Peterson if there are any P.U.D.s with a mix of building envelopes and a mix of setbacks. Director Peterson stated that yes, it is not unusual to see this, but it's not common. Member Moxley asked Director Peterson if the recommendations he made should be gone through individually by the Planning Commission Board to decide if they should be included or not in the motion. Director Peterson stated that that those recommended are a good starting spot for the Planning Commission to consider.

Member Johnson asked Director Peterson what impact the outcome of this meeting tonight would have on the lawsuit filed against the Township. Mr. Cliff Bloom stated that the presence of a lawsuit shouldn't influence a decision in any way, the decision should be made based on standards, and if it's appropriate to amend or not.

Member Katsma asked about how maintenance on the retention pond will be handled after construction is done. Director Peterson stated that is a purpose of the performance bond, to make sure it stabilizes and performs as it should. There will also a stormwater maintenance agreement in place.

Motion was made by Member Rissi to enter into Public Hearing. Supported by Member Krieter. Motion carried 8-0.

Chairman Sperla invited members of the general public to come forward with comment. They were asked to state their name, address, their representative capacity, and to limit their comments to no more than 5 minutes.

Mr. Jeff Dionne (2984 Thornapple River Drive) came forward to state that he believes it to be discouraging to see where this project is at. Mr. Dionne states that he does not believe that the neighbors have been treated fairly, and that he has seen waste and debris dumped into the river in the form of silt and sand. Mr. Dionne states that it seems that the Applicant is building, and then asking the Township for forgiveness, instead of doing what is right in the first place. Mr. Dionne states that fair enforcement needs to be upheld.

Mr. Matt McCollum (5075 Cascade Road) came forward to state that he owns Forest Hills Homes, and has been building for 18 years. Mr. McCollum states that he believes the Applicant should be able to build to the original Roundhill plans, and that a variance for lots 3 and 8 only should be granted so that the development can move forward.

Mr. Chris Nyenhuis (Attorney from Hilger Hammond) came forward to state that he is representing Gayle and Mark Rohde in litigation. He asked to provide a 222 page copy (that he provided) of the Rohde complaint to everyone in attendance tonight. Chairman Sperla commented that Director Peterson did offer to make this available to anyone that asked for a copy. Mr. Nyenhuis stated there is also a letter included that was submitted last Friday. Mr. Nyenhuis states that there has been 238 cubic yards of sediment and silt that has been deposited onto the Rohde property. Mr. Nyenhuis states that is about 23 dump trucks worth of dirt, according to Fleis & VandenBrink Engineering. Mr. Nyenhuis states an arborist consultant estimated there to be \$160,000 worth of damage to the property, and an 18 inch stream flowing through the back of the property from Roundhill to Thornapple River Drive, through the culvert, and then into the river. Mr. Nyenhuis states that this is happening due to the lack of a retaining wall that was originally approved. Mr. Nyenhuis states that the suggested swales are not, and will not do enough to keep water running onto the Rhode property. Mr. Nyenhuis states none of this would have happened had the retaining walls been installed.

Chairman Sperla offered more than the 5 minute speaking time to present council.

Ms. Aileen Leipprandtt (Attorney from Hilger Hammond) came forward to state that she is representing Gayle and Mark Rohde. Ms. Leipprandtt states that the addition of landscape was originally required as part of the approved P.U.D. Ms. Leipprandtt states that she does not believe that consideration of the six trees is optional as the Township Board required these for approval. Ms. Leipprandtt states that they have FOIA'd the records of Cascade Township, and the originally required performance bond of \$50,000 was not found to be posted. Ms. Leipprandtt states that this performance bond could have been used to put protections into place before now. Ms. Leipprandtt states that Fishbeck (FTC&H) initially suggested the bond be in the amount of \$250,000.

Ms. Leipprandtt shows pictures from August 19th, 2019 of trees falling onto the Rhode property, and states the bases of the trees were covered with hundreds of yards of sediment therefore depriving the roots of oxygen, in turn, causing trees to fall. Without the Rohde permission, someone was on their site removing a fallen tree, roots, and root system. Ms. Leipprandtt states this was only known by capturing it in a photograph. Chairman Sperla asked Ms. Leipprandtt to clarify her point of that statement, Ms. Leipprandtt replied that Mr. Hula claimed the swale was protecting the Rohde property from sediment and stormwater runoff. Ms. Leipprandtt shows a photograph from September 13th, 2019 that shows multiple bales of hay and multiple layers of sandbags, and yet there was still water cascading onto the Rohde property. Ms. Leipprandtt shows another photograph from September 13th, 2019 with two rows of silt fence. Ms. Leipprandtt states that properties in Zone A require all stormwater to be maintained onsite. Ms. Leipprandtt states that she finds the report that FTC&H prepared to be helpful, but that the area near unit 6 is not included in that report, and that area is the critical point of the project as it relates to the Rohde property. Ms. Leipprandtt states that residents may have approached the Planning Commission differently two years ago if they had known that the retaining wall that was promised by the developer was not actually going to get built. Ms. Leipprandtt displayed a photograph submitted to the Planning Commission by the Applicant as an example of the retaining wall they were going to build. Ms. Leipprandtt stated that she has provided 20-30 reports from the Road Commission demanding the walls be installed during the course of construction. Ms. Leipprandtt states the Developer resubmitted an SESC plan and schedule of proposed work to try to keep the plan from getting shut down. In this plan, Ms. Leipprandtt states there was a promise by the Developer to start to build the retaining wall on November 15th, and that that clearly has never happened. Ms. Leipprandtt encourages the Planning Commission to not overlook the importance of the retaining wall at least at the southeast corner of the property.

Ms. Julie Petrie (3032 Thornapple River Drive) came forward to state that she sits in the cove daily and watches the silt and sediment float by the river, and it's to the point that they have had difficulty getting their boats and pontoons out of their docks. Ms. Petrie states that she believes the river is the Townships greatest resource.

Mr. Tim Noordhoek (3174 Hayward Drive) came forward to state his opinion that the Planning Commission represents the people of the Township, and that he does not believe this P.U.D. Amendment should be approved.

Ms. Grace Lesperance (2573 Cascade Springs Drive) came forward to ask why the retaining wall was not built in the first place as it was required. Ms. Lesperance states her opinion that the development should be stopped where it is.

Mr. Ron McCollum (6660 Old 28th St) came forward to ask if Members and representatives of the Township if they have physically been to the property to look at it. Mr. McCollum then asked if the Applicant had ever signed something agreeing to the original P.U.D. requirements, and states his opinion that it seems like the Applicant is operating in any way he pleases. Mr. McCollum asked if there is supposed to be a retention basin or detention basin on the property. Mike Berrevoets (FTC&H) replies that the intention is to be a retention basin. Mr. Berrevoets states the basin is not functioning properly now. Chairman Sperla stated that Mr. McCollum is over his allotted speaking time, and asked him to discontinue speaking.

Sue Wakefield (3035 Thornapple River Drive) came forward to state that she lives directly behind lot number 6, and that in the last two years they have had more trees come down on their property than they have in the last 18 years of living on her property. Ms. Wakefield also states that she believes her driveway to be starting to slant slightly towards lot number 6.

Mr. Mark Rohde (3087 Thornapple River Drive) came forward to state that the two silt fences were installed on his property with his permission by the Kent County Road Commission. Mr. Rohde stated that the fences have been there for over a year. Mr. Rohde states that the hay bales shown in the picture by Ms. Leipprandtt are sliding down the hill, and are now 5 to 6 feet onto his property.

Ms. Barbara Skinner (3024 Thornapple River Drive) came forward to state her opinion that the runoff coming down the hill into the river has been more prevalent than usual.

Mr. Harold Roy (3039 Thornapple River Drive) came forward to state that he lives on the east boundary of the Applicants property, specifically units 5 and 6. Mr. Roy states that he has lost more trees on his property in the last 18 months than he has in the last 28 years. Mr. Roy states that he believes water runoff, sand, and wind have contributed to this.

Mr. Jason Schnelker (44 Grandville Ave) came forward and stated that he is an Attorney for Schnelker, Rassi & McConnell. Mr. Schnelker stated that Mr. Giusti is a Cascade resident. Mr. Schnelker then stated that they intend to install landscaping, but that is typically done at the end of construction. Mr. Schnelker stated that the Cascade Township Stormwater Management Plan of 2007 mentions many of the current issues currently being experienced on this site also being experienced at that time such as sediment buildup and flooding on Thornapple River Drive. Mr. Schnelker stated that the Rohdes were originally against the retaining walls, and worked with the Applicant on a more visually appealing plan. Mr. Schnelker states that the Rohdes had ownership interest with this property until they sold it in 1994. Mr. Schnelker states that his client is fully prepared to do everything the Township asks them to do.

Ms. Gayle Rohde (3087 Thornapple River Drive) came forward to clarify their objection to the retaining walls being built was that they were within the 15-foot setback. Ms. Rohde states her opinion that the drop-off behind unit number 8 is too severe for any landscaping to ever be possible.

Ms. Leipprandt stated that the Rohdes original objection to the retaining wall is where it was placed, not the wall itself. Ms. Leipprandt then states that even with the Applicant agreeing to landscaping, she does not believe the grading will allow it since the slopes are so different from the original plan.

Motion was made by Member Rissi to close the Public Hearing. Supported by Member Katsma. Motion carried 8-0.

Member Rissi clarified that the Planning Commission has not made a decision regarding he requested P.U.D. changes, and asked the Township Engineer to clarify if the retention pond needs to be enlarged or repaired. Mr. Berrevoets stated that it is a little bit of both. Member Rissi expressed concern in changing the building envelopes, and believes the wall previously approved between lots 5 and 7 in the P.U.D. should be built. Member Rissi expressed desire for a timeline for construction to ensure projects are done in a timely manor. Member Rissi also express desire to have money in an escrow to allow the Township Engineer to inspect the site during construction and after completion.

Member Moxley agrees that the retaining wall behind lot 6 should be constructed and stated that the revised building envelopes seem appropriate. Member Moxley asked if an earth retaining wall was under consideration.

Mr. Hula stated that they are considering a MSE wall as an option.

Member Moxley asks if a guard rail is needed at the top of the wall. Mr. Hula stated that because it is a stepped wall it will not be needed. Member Moxley stated that he has designed a MSE wall for Forest Hills Northern High School.

Mr. Rohde expressed concern that the wall has not been built already, and stated that if a wall was properly designed, he would reconsider his objection to it. Mr. Rohde stated that he would be agreeable to finding a solution to the problem. Mr. Rohde again pledged to be part of the solution.

Mr. Bloom stated that tabling the matter tonight would be appropriate with the addition of new information that has been presented.

Member Pennington was in favor of the amended building envelopes as proposed by the Applicant.

Member Johnson stated that he is also in favor of the revised building envelopes, but is very concerned regarding the erosion. Member Johnson states that he is very glad that the neighbor is willing to meet to try to find a solution that works.

Member Krieter expressed concern regarding the environmental issues and was disappointed the Developer did not have more answers coming into tonight.

Member Katsma wanted to make sure that landscaping is also considered with any revisions.

Member Moxley asked if the retaining wall on the north side of the property is needed. Township Engineer Berrevoets did not feel that is was needed.

Chairman Sperla stated that the Applicant should take into account the conditions proposed by Staff for any revisions.

Motion was made by Member Lewis to table the matter. Supported by Member Moxley. Motion carried 8 to 0.

ARTICLE 7. Any other business

ARTICLE 8. Adjournment

Motion was made by Member Rissi to adjourn. Supported by Member Pennington. Motion carried 8 to 0. The meeting was adjourned at 9:30 p.m.

Respectfully submitted,
Phil Johnson, Secretary

COMMUNITY
DEVELOPMENT
DEPARTMENT

2019

Annual Report

CASCADE CHARTER TOWNSHIP

CASCADE CHARTER TOWNSHIP - 2019

TOWNSHIP BOARD

Rob Beahan, Supervisor
Sue Slater, Clerk
Ken Peirce, Treasurer
Tom McDonald
Jim Koessel
John Shipley
Jack Lewis

PLANNING COMMISSION

Claude Robinson
Lisa Krieter
John Sperla, Chair
Jack Lewis, Trustee
Scott Rissi, Vice Chair
Phillip Johnson, Sec
Bret Katsma
Al Pennington
Chris Noordyke

ZONING BOARD OF APPEALS

Aaron Mead
Lou Berra, Chair
Al Pennington/Planning Commission Rep.
Tom McDonald, Trustee
Valerie Millikin, Vice Chair/Sec.
Jennifer Puplava, Alternate

PLANNING STAFF

Steve Peterson, AICP, Community Development Director
Stephanie Fast, Community Development Assistant
Cassie Lockwood, Administrative Assistant

BUILDING AND GROUNDS

Jim McDonald, Supervisor
Jason Beaton, Maintenance
Josh Higgins, Maintenance
Ryan McCarty, Maintenance
Chuck Vander Meulen, Maintenance
Chris Noteboom, Maintenance
Steve Wierenga, Maintenance

January 3, 2020

The Cascade Charter Township Community Development Department is pleased to present our annual year in review in the form of the **2019 Annual Report**. The following report summarizes each type of development request reviewed by the Planning Department, Planning Commission, Zoning Board of Appeals, and Township Board in 2019.

The Community Development Department consists of the Planning, Code Enforcement and the Buildings and Grounds departments. In addition, we will continue to work closely on economic development initiatives with the Economic Development and DDA Director, Sandra Korhorn.

In addition to the information contained in this report, the Community Development Department also performs many important duties on a daily basis that are not normally recognized.

Based on the number of inquiries about new projects it appears that 2020 will continue the trend from 2019 and will be an equally challenging year for the Community Development Department. Should you have any questions or comments relating to this report or the Community Development Department, do not hesitate to call us at 949-0224.

Sincerely,

A handwritten signature in black ink, appearing to read 'Steve Peterson', written in a cursive style.

Steve Peterson, AICP
Community Development Director

**Cascade Township
Community Development
Department
2019 Annual Report**

I. ACCOMPLISHMENTS

Development Reviews

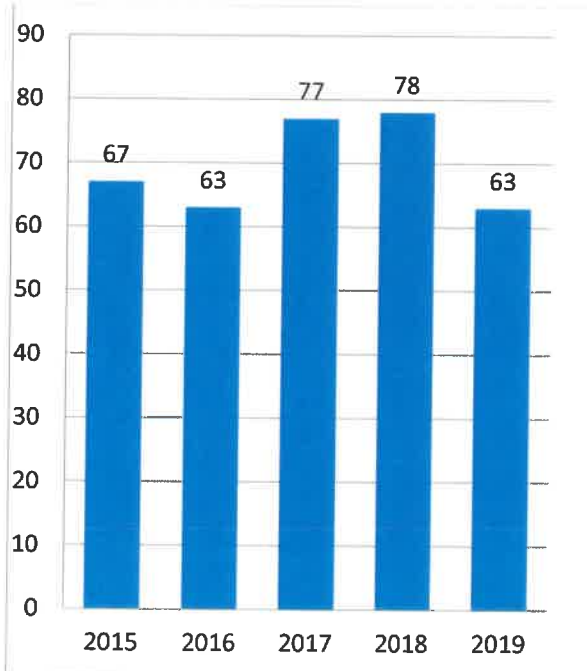
In 2019, the Planning Department reviewed a total of 63 development requests. Several of the 2018 requests were also carried over into 2019 and consumed additional staff time. Similarly, many of the projects initiated in 2019 will still be active in 2020. These reviews include those which required action by the Township Board, Planning Commission, Zoning Board of Appeals, and Planning Department, with several requiring action by more than one body. The following tables summarize the project review activities of the Planning Department over the past five (5) years:

**DEVELOPMENT ACTIVITIES
2015 - 2019**

Activity/Year	2015	2016	2017	2018	2019
Planning Commission					
Planned Unit Developments	3	7	10	4	4
Rezoning	0	1	1	1	0
Site Plan Reviews	7	8	7	9	3
Administrative Site Plan Reviews	12	8	6	5	7
Special Use Permits	10	8	12	19	11
Plat Reviews	1	0	0	0	1
Other Activities	3	3	2	3	3
Subtotals	36	35	38	41	29
Zoning Board of Appeals					
Variations and other requests	16	7	14	10	11
All Board and Commissions					
Other Requests	0	0	0	0	0
Planning Department					
Lot Split (Cases)	15	21	25	27	23
TOTALS	67	63	77	78	63

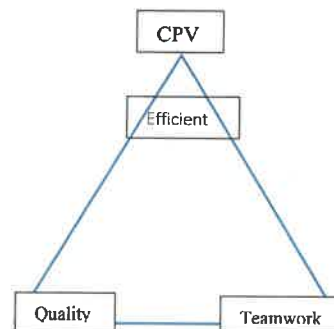
In addition to reviewing all of the development proposals submitted to the township, the Planning Department's days are filled with numerous other activities. Highlighted activities are summarized below.

**DEVELOPMENT ACTIVITY TOTALS
2015- 2019**



Department Vision

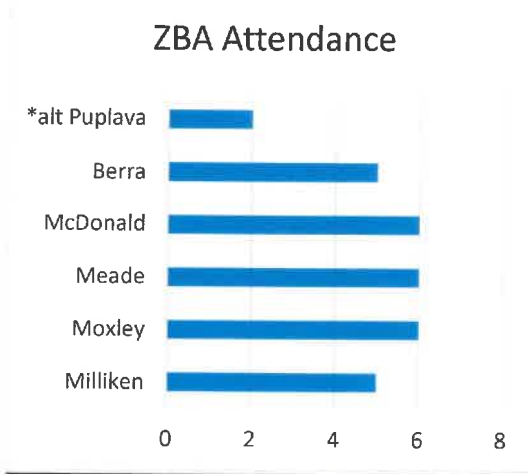
The Community Development Department has embraced a modified "triple bottom line" approach to providing services. This modified approach is being used to allow each member of the department to use their skills to help Create Public Value.



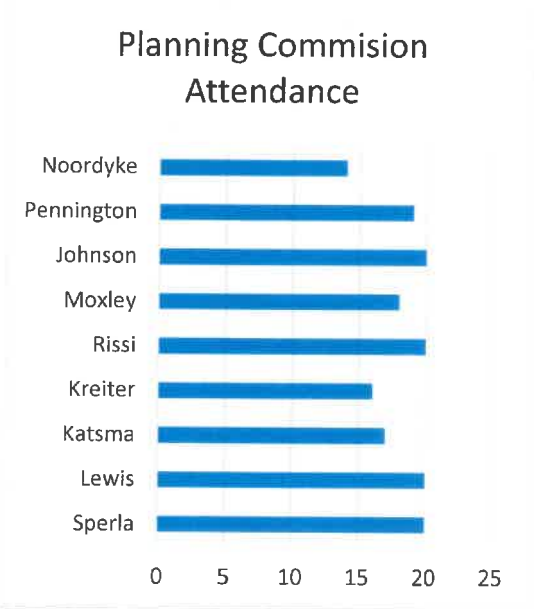
Attendance

In 2019 the Planning Commission had a total of 20 meetings and the Zoning Board of Appeals had a total of 6 meetings. *The alternate for the Zoning Board only attends when needed.

Zoning Board attendance was as follows:



Planning Commission attendance was as follows



Regional Planning

Staff continued its involvement with regional planning issues in 2019. Staff

helped with the completion of the Four Corners transportation study. This study will provide some direction on growth related transportation issues in the M-37/60th area.

Storm water

More and more staff time is being dedicated to storm water related issues. In 2019, we concluded the Laraway Lake Level Special assessment. This will set a level for the lake to avoid flooding homes on the lake. Once the improvements are done the maintenance of the system will be turned over to the lake owners. The improvements will be built in 2020.

Master Plan

The Community Development Department completed the new web-based master plan with the adoption of the plan in July of 2019.

Staff has already begun the process to assist with implementation by holding joint meetings with the ZBA, Planning Commission, DDA and Township Board.

Parks

The Parks Committee has been working to allow yoga in the park as well as working with the DDA on beautification projects at Tassell Park and the museum garden.

Pathway Committee

Pathway construction did not start in 2019 but 4 of the 5 sections of pathway were engineered in 2019. Pathway construction will take plan in 2020 for all pathways except for Burton St. from Spaulding to Patterson.

Building and Grounds

With the successful implementation of the maintenance of township property, the Township Board has expanded the staff and responsibilities. We have added two new people to the staff in order to take on the role of added pathway maintenance and in-house custodial services. The BG crew continues to show benefits to the Township by providing this service in-house.

In order to accommodate the growing department, we successfully remodeled the existing barn at Burton Park to house the crew. This had the added benefit of providing more security at Burton Park as well as more room for the Fire Dept at Station 2.

Pathway Maintenance

Two sections of pathway were rebuilt as well as rebuilding a few small sections of retaining walls that began to deteriorate.

Regional Geographic Information System (REGIS)

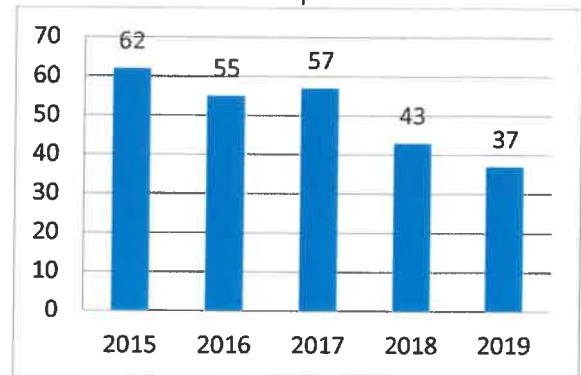
Staff continue to utilize the GIS system in our workday and attends regular REGIS meetings. The public has access to REGIS through staff as well as the internet. <http://ims.gvmc-regis.org:1052/website/public/>

Redevelopment Ready Community

The Planning Staff continued to coordinate with the Economic Development Director to ensure that we would be ready to implement the RRC program.

Building permits

Below is a chart showing the number of new residential building permits for the last 5 years. The Community Development Department is responsible to check to make sure that every building permit complies with zoning regulation. While the graph only shows new residential construction, it does indicate trends for all permits.



Applicant Billing

The Community Development Department will continue to actively pursue the recovery of review costs associated with development proposals. In 2019, we were reimbursed approximately \$17,000 in engineering, planning and legal review fees spent on various development projects. Accurate records are kept so the appropriate applicant is billed for their respective fees incurred.

Case Summaries

The following pages provide a brief synopsis for each type of development request that was reviewed in 2019.

A	B	C	D	E	F	G
1	2019					
2	Planned Unit Developments					
3						
4	Case	Applicant	Request	Location	Preliminary	Final
5	19-3516	Glenwood Development Partners	PUD Amendment for new office	5526 Glenwood Hills Pkwy	withdrew	
6	19-3527	Tom Guisti	building envelope - grading	3000 Thornhills		
7	19-3533	Chick Fil A	drive thru restaurant	5528 28th St	7/1/2019	8/14/2019
8	19-3542	Watermark	swim center expansion	1611 Gailbraith Ave	8/19/2019	10/9/2019
9						
10	Site Plan review					
11	Case	Applicant	Proposed Land Use	Location	Planning Commission Action	
12	19-3526	Grooters	distribution warehouse	5400 International Parkway	Approved	
13	19-3538	National Tire Wholesale	distribution warehouse	5784 Kraft Ave	Approved	
14	19-3570	Augusta Tower	warehouse	5680 Kraft Ave		
15						
16	Special Use Permits					
17	Case	Applicant	Request	Location	Zoning	Action
18	19-3511	Arthur Doering	accessory building	5500 McCords	ARC	Approved
19	19-3524	Jeff Tolan	accessory building	8505 60th St	ARC	Approved
20	19-3529	Jack Hulst	accessory building	3717 Cherry Lane	ARC	Approved
21	19-3530	Chad Howard	accessory building	8125 45th St	R1	Approved
22	19-3531	Mark Beatson	accessory building	9100 Cascade Rd	FP	Approved
23	19-3532	Randy Carpenter	accessory building addition	8650 36th St	FP	Approved
24	19-3534	Cascade TLC	Child day care	5333 Cascade Rd	R1	Approved
25	19-3546	Jerry Swift	accessory building	8730 52nd St	ARC	Approved
26	19-3558	Sarah Hotchkiss	Dog Day Care	9051 36th St	ARC	Approved
27	19-3561	Jeff Hayes	accessory building	3570 Buttrick Ave	PUD 61	Approved
28	19-3567	Dennis Brinks	Accessory building	1596 Buttrick Ave	R1	Approved
29						
30	Administrative Site Plan Review					
31	Case	Applicant	Proposed Land Use	Location	Action	
32	19-3512	Towncenter Inn & Suites	landscaping bufferyard dumpsters	4888 Town Center Dr	Approved	
33	19-3514	Gaylord House	sunroom and patio	2765 Orange Ave	Approved	
34	19-3522	Thornapple Community Church	parking expansion	3260 Thornapple River Dr	Approved	
35	19-3543	Koenes Automotive	parking expansion	5085 Kendrick Ct	Approved	
36	19-3548	Decade Products	concrete pad and grading	3710 Sysco Ct	Approved	
37	19-3554	Roskam Baking	parking	4855 52nd St	Approved	
38	19-3562	Brad Harmon	parking landscaping sewer connection	4910 Kraft Ave	Approved	
39						
40	Plat Review					
41	Case	Applicant	Plat Name	Location	Tentative Preliminary Plat	Final Preliminary Plat
42	19-3519	Dan Kamphuis	Golden Valley	5800 Thprnapple River Dr	7/24/2019	10/23/2019
43						
44	Rezoning					
45	Case	Applicant	From/To	Acres	Location	PC Action
46						TB Action

A		B		C		D		E		F		G	
47	Other												
48	Case	Applicant	Request	Location	Request	Location	Request	Location	Request	Location	Request	Location	Request
49													
50	Zoning Board of Appeals												
51	Case	Applicant	Request	Location	Request	Location	Request	Location	Request	Location	Request	Location	Request
52	19-3510	Thornapple Brewing	6262 28th St	6262 28th St	6262 28th St	PUD 39	6262 28th St	PUD 39	Request	temporary shelter	Request	temporary shelter	ZBA Action
53	19-3539	Kim Lohr	4615 Whitneyville Ave	4615 Whitneyville Ave	4615 Whitneyville Ave	R1	4615 Whitneyville Ave	R1	front setback	front setback	front setback	front setback	Approved
54	19-3540	Kerry Gorsuch	3044 Thornapple River Dr	3044 Thornapple River Dr	3044 Thornapple River Dr	R2	3044 Thornapple River Dr	R2	front setback	front setback	front setback	front setback	Withdraw
55	19-3541	Walimart	5859 28th St	5859 28th St	5859 28th St	B2	5859 28th St	B2	modify previous wall sign variance	modify previous wall sign variance	modify previous wall sign variance	modify previous wall sign variance	Approved
56	19-3549	Rolf Ludge	4879 Buttrick Ave	4879 Buttrick Ave	4879 Buttrick Ave	R1	4879 Buttrick Ave	R1	accessory building on vacant lot	accessory building on vacant lot	accessory building on vacant lot	accessory building on vacant lot	Approved
57	19-3550	Brad Harmon	4910 Kraft Ave	4910 Kraft Ave	4910 Kraft Ave	I	4910 Kraft Ave	I	landscaping, nonconforming, parking	landscaping, nonconforming, parking	landscaping, nonconforming, parking	landscaping, nonconforming, parking	Approved/Denied
58	19-3551	Nick Keeler	7385 Kilmer St	7385 Kilmer St	7385 Kilmer St	R1	7385 Kilmer St	R1	side setback	side setback	side setback	side setback	Approved
59	19-3552	Kim Lohr	4615 Whitneyville Ave	4615 Whitneyville Ave	4615 Whitneyville Ave	R1	4615 Whitneyville Ave	R1	front setback	front setback	front setback	front setback	Withdraw
60	19-3555	Jack Cramer	3494 Goodwood Dr	3494 Goodwood Dr	3494 Goodwood Dr	R2	3494 Goodwood Dr	R2	side setback	side setback	side setback	side setback	denied
61	19-3556	David Teppo	3777 Cherry Lane	3777 Cherry Lane	3777 Cherry Lane	ARC	3777 Cherry Lane	ARC	front yard accessory building	front yard accessory building	front yard accessory building	front yard accessory building	Approved
62	19-3560	James Horman	6579 Burger Dr	6579 Burger Dr	6579 Burger Dr	R2	6579 Burger Dr	R2	side setback	side setback	side setback	side setback	Approved
63													
64	Lot Splits	Applicant	Parcel No (s)	Parcel No (s)	Parcel No (s)	Address	Parcel No (s)	Address	Number of parcels created	Number of parcels created	Number of parcels created	Number of parcels created	Action
65	19-3513	Dan Kamphuis	41-19-33-400-046	41-19-33-400-046	41-19-33-400-046	5800 Thornapple River Dr	41-19-33-400-046	5800 Thornapple River Dr	reconfigure	reconfigure	reconfigure	reconfigure	approved
66	19-3517	Thomas Elzinga	41-19-15-157-006	41-19-15-157-006	41-19-15-157-006	3195 Redford Ave	41-19-15-157-006	3195 Redford Ave	reconfigure	reconfigure	reconfigure	reconfigure	approved
67	19-3518	Michael Kadish	41-19-10-476-007	41-19-10-476-007	41-19-10-476-007	7941 Sudbury Lane	41-19-10-476-007	7941 Sudbury Lane	reconfigure	reconfigure	reconfigure	reconfigure	approved
68	19-3520	Ralph Clayton	41-19-10-326-029	41-19-10-326-029	41-19-10-326-029	2410 Cascade Springs Dr	41-19-10-326-029	2410 Cascade Springs Dr	reconfigure	reconfigure	reconfigure	reconfigure	approved
69	19-3521	John Halland	41-19-05-480-001	41-19-05-480-001	41-19-05-480-001	6191 Cascade Rd	41-19-05-480-001	6191 Cascade Rd	2 w/new private road	2 w/new private road	2 w/new private road	2 w/new private road	approved
70	19-3523	Dan Kamphuis	41-19-33-400-052	41-19-33-400-052	41-19-33-400-052	5800 Thornapple River Dr	41-19-33-400-052	5800 Thornapple River Dr	6 w/new private road	6 w/new private road	6 w/new private road	6 w/new private road	approved
71	19-3525	Kirk Fuller	41-19-05-277-032	41-19-05-277-032	41-19-05-277-032	1361 Ballybunion CT	41-19-05-277-032	1361 Ballybunion CT	1	1	1	1	approved
72	19-3528	Crowne Plaza	41-19-17-102-006	41-19-17-102-006	41-19-17-102-006	5700 28th St	41-19-17-102-006	5700 28th St	reconfigure	reconfigure	reconfigure	reconfigure	Denied
73	19-3535	Craig Wallace	41-19-03-126-002	41-19-03-126-002	41-19-03-126-002	7488 Winsfield	41-19-03-126-002	7488 Winsfield	reconfigure	reconfigure	reconfigure	reconfigure	approved
74	19-3536	Crowne Plaza	41-19-17-102-006	41-19-17-102-006	41-19-17-102-006	5700 28th St	41-19-17-102-006	5700 28th St	reconfigure	reconfigure	reconfigure	reconfigure	Denied
75	19-3537	Michael Henne	41-19-09-477-022	41-19-09-477-022	41-19-09-477-022	2727 Orange Ct	41-19-09-477-022	2727 Orange Ct	reconfigure	reconfigure	reconfigure	reconfigure	approved
76	19-3544	Dave Kooistra	41-19-09-201-013	41-19-09-201-013	41-19-09-201-013	6797 Burton St	41-19-09-201-013	6797 Burton St	reconfigure	reconfigure	reconfigure	reconfigure	approved
77	19-3545	James Smilde	41-19-16-176-009	41-19-16-176-009	41-19-16-176-009	2986 Thornapple River Dr	41-19-16-176-009	2986 Thornapple River Dr	reconfigure	reconfigure	reconfigure	reconfigure	approved
78	19-3547	David Dörner	41-19-03-354-012	41-19-03-354-012	41-19-03-354-012	2000 Thornapple River Dr	41-19-03-354-012	2000 Thornapple River Dr	reconfigure	reconfigure	reconfigure	reconfigure	approved
79	19-3553	John Halland	41-19-04-326-007	41-19-04-326-007	41-19-04-326-007	1713 Laraway Lake	41-19-04-326-007	1713 Laraway Lake	3 w/new private road	3 w/new private road	3 w/new private road	3 w/new private road	approved
80	19-3557	Waterfall Shoppes	41-19-18-251-005	41-19-18-251-005	41-19-18-251-005	5000 28th St	41-19-18-251-005	5000 28th St	reconfigure	reconfigure	reconfigure	reconfigure	approved
81	19-3559	Brian Esbaugh	41-19-36-126-013	41-19-36-126-013	41-19-36-126-013	5340 McCords Ave	41-19-36-126-013	5340 McCords Ave	reconfigure	reconfigure	reconfigure	reconfigure	approved
82	19-3563	Alan Heemstra	41-19-11-300-070	41-19-11-300-070	41-19-11-300-070	8255 28th St	41-19-11-300-070	8255 28th St	reconfigure	reconfigure	reconfigure	reconfigure	approved
83	19-3564	Robert Andrews	41-19-34-151-023	41-19-34-151-023	41-19-34-151-023	7272 Kilmer St	41-19-34-151-023	7272 Kilmer St	reconfigure	reconfigure	reconfigure	reconfigure	1 approved
84	19-3565	Donald Finelli	41-19-15-351-033	41-19-15-351-033	41-19-15-351-033	7378 Cascade Rd	41-19-15-351-033	7378 Cascade Rd	reconfigure	reconfigure	reconfigure	reconfigure	approved
85	19-3566	new day church	41-19-16-230-002	41-19-16-230-002	41-19-16-230-002	1965 Wycliffe Dr	41-19-16-230-002	1965 Wycliffe Dr	reconfigure	reconfigure	reconfigure	reconfigure	approved
86	19-3568	David Teppo	41-19-34-151-023	41-19-34-151-023	41-19-34-151-023	3777 Cherry Lane	41-19-34-151-023	3777 Cherry Lane	reconfigure	reconfigure	reconfigure	reconfigure	approved
87	19-3569	Trout Creek West	41-19-17-365-017	41-19-17-365-017	41-19-17-365-017	3520 Kraft Ave	41-19-17-365-017	3520 Kraft Ave	reconfigure	reconfigure	reconfigure	reconfigure	approved

**Rules of Conduct
For
The Cascade Charter Township Planning Commission**

1. POLICY AGAINST “EX PARTE” COMMUNICATIONS.

Planning Commission Members (“members”) should avoid outside contact with applicants, developers, applicants/developer’s representatives (including planners or attorneys or interested neighbors regarding matters before the Planning Commission.

- a. The Planning Commission must act as a board and not as individual members. Advisory opinions should not be given.
- b. “Ex Parte” communication (i.e., outside of public Planning Commission meetings or hearings) by individual members of the Planning Commission with applicants, developers, applicant’s/developer’s representative or interested neighbors in person, by telephone or by visits are to be avoided, except for limited necessary contact during fact-finding site visits.
- c. Site visits – Individual members shall view sites only if they can do so without any unnecessary contact with the applicant, developer, applicant’s/developer’s representatives or interested neighbors and with the specific purpose of gathering physical facts and/or data.
- d. If a member is contacted by an applicant, developer, applicant’s/developer’s representative or an interested neighbor, the member shall promptly inform the party that he or she should not discuss the matter or have any contact whatsoever outside a Planning Commission hearing or meeting except for site visits. The member shall then immediately inform the party that they are welcome to come to Planning Commission meetings to discuss their views, wishes, etc., or to put their concerns in writing with a copy sent to the Chairperson of the Planning Commission.

2. MEMBER DISCLOSURE

In order to maintain public trust and ensure fairness, each Planning Commission member shall publicly disclose at the Planning Commission hearing or meeting involved any of the following:

- a. If the Planning Commission member is related to an applicant, developer, applicant’s/developer’s representative or any party involved.
- b. If the Planning Commission member is (or has been) in business or financially connected with the applicant or parties involved

- c. If the Planning Commission is a close friend of the applicant or parties involved.
- d. If the Planning Commission member has an unavoidable bias regarding the matter and could not be fair.

3. CONFLICT OF INTEREST

- a. A member should remove himself/herself from the hearing, discussions and decision –making process if the member has a conflict of interest or a potential conflict of interest involving the situation at hand as a conflict of interest is defined by Michigan law.
- b. While not required to do so, where a member of the Planning Commission has an actual or potential conflict of interest, it is often best if he/she move from the place where the full Planning Commission or Planning Commission subcommittee is sitting and go sit in the audience or leave the room until the matter is over. Physical removal often minimizes any public perception that the member with any conflict or potential conflict of interest is unduly influencing his or her fellow members of the Planning Commission by the member’s physical presence.
- c. If a member has abstained from a matter due to a conflict or potential conflict of interest, that member has the right to voice his or her opinion at a meeting or hearing of the Planning Commission as a member of the audience. If a Planning Commissioner has a conflict or potential conflict of interest that member shall be treated as an interested party and shall be bound by the requirements of Section 1 above. The Planning Commissioner shall not have any contact with other Planning Commissioners regarding the matter except as otherwise permitted in Section 1 hereof.
- d. A Planning Commissioner shall not represent any applicant, developer, neighbor or party directly interested in a matter before the Planning Commission. Except as otherwise prohibited by law, a Planning Commissioner’s employer, fellow employee, or partner may represent a party appearing before the Planning Commission. But in such case the Planning Commissioner involved shall be deemed to have a conflict of interest, shall publicly disclose the situation, and shall remove himself/herself from the proceedings as required by Paragraph 3.a. hereof.
- e. All Planning Commissioners should strive not to place themselves in situations where there would be even an appearance of impropriety or become involved in a hearing, discussion, or decision-making process before the Planning Commission which would place that member in a potential conflict of interest situation.

MICHIGAN SOCIETY OF PLANNING

COMMUNITY PLANNING PRINCIPLES

The Michigan Society of Planning exists to promote quality community planning through education, information and advocacy, statewide. With this as its mission, MSP offers the following planning principles for consideration to all cities, villages, townships, counties and regions in Michigan. The principles define what constitutes quality community planning.

GENERAL STATEMENTS

1. The community planning decision-making process should, first and foremost, be concerned with the long-term sustainability of our communities, environment and economy.
 - Increasing opportunities for reinvestment in established urban centers;
 - Encouraging appropriate intensity and location of new development served by adequate public facilities;
 - Minimizing the spread of low density, non-contiguous development;
 - Encouraging a wide range of housing opportunities which serve all segments of our diverse population;
 - Recognizing the value and encouraging the preservation of agricultural lands and natural resources;
 - Encouraging the preservation and/or restoration of our natural and built heritage environments;
 - Encouraging development in accordance with the adopted community master plan; and
 - Recognizing that land use decisions may have impacts beyond community boundaries.
2. The community planning process should involve a broad-based citizenry, including public and private sector leaders, community interest groups and multi-disciplinary professionals. A positive relationship between development and the making of community should be established through a citizen-based participatory planning and design process.
3. Public policy and development practices should support development of communities that are:
 - diverse in land use, population and character;
 - designed for pedestrians and non-motorized transit as well as for motorized transit;
 - shaped and physically defined by parks, open space and other natural areas;
 - structured by physically defined, accessible public space, and community institutions, and
 - based on local history, climate, ecology, and building practices.
4. Physical solutions by themselves will not solve all problems. A coherent and supportive physical framework should be established to provide economic vitality, community stability, and environmental health.
5. Common challenges that should be addressed by community planning are:
 6. The quality of life for the citizens of Michigan can be enhanced by developments that:
 - Support and restore existing low density, centerless communities into communities of diverse neighborhoods and districts;
 - Preserve and protect natural environments;
 - Maintain and build a positive social and strong economic climate, and
 - Improve the physical design and condition of our region, cities, villages, townships, neighborhoods, districts, corridors, parks, streets, blocks and homes.

PRINCIPLES

COMMUNITY

1. Development should be encouraged in existing city, village, and township centers.
2. Historic city, village, and township centers should be preserved.
3. New development or redevelopment in existing communities should respect local historical patterns, precedents, and boundaries.
4. Viability in established or developing downtowns and community or village centers is strengthened by street-level retail, on-street parking, downtown residential, the maintenance of an appropriate street pattern, street-level activity, the retention of historically significant building, and the provision of parking structures.
5. Civic buildings and public gathering places are important and require prominent accessible sites.
6. The scale and configuration of streets and open spaces (parks, greens, squares) should be attractive and comfortable to pedestrians.
7. The design of the streets and buildings should result in safety and security as well as be accessible and open to the public.
8. Architecture, building placement, and landscaping should result in the physical definition of streets and other places.
9. Neighborhoods should include a variety of public spaces (tot-lots, village greens, ball fields, community gardens, etc.) that are strategically distributed and physically well defined.
10. New investment along highway corridors should complement investment in existing community business centers.
11. New development should be seamlessly woven into the physical fabric of its surroundings regardless of differences in size or architectural style.
12. Design is important and should contribute to the community's safety, security, and attractiveness.
13. Complete communities have defining edges with an identifiable center. A center should consist of a full and balanced mix of residential, commercial, office, recreational, cultural, and civic uses.
14. Complete communities should contain housing alternatives available to people of all incomes.
15. Complete communities should provide convenient access to public transportation as well as non-motorized options.
16. Community planning should recognize that regions are composed of urban areas, suburban areas, farmlands, water features and natural open spaces, all contributing to their diverse character.
17. Community planning should involve balances between physical, environmental, economic, social, and cultural conditions within the region.
18. Strategies encouraging development and redevelopment of communities should include previously developed sites (brownfields), infill development, and reuse of existing facilities rather than continuing outward expansion.
19. Community planning should create an efficient and cost effective system of public services, transportation, recreation, cultural institutions and housing to achieve a viable, sustainable region.

20. Intergovernmental cooperation is necessary for achieving a viable, sustainable region.

ENVIRONMENT

1. Community planning should recognize that natural resources are system-dependent, not limited to jurisdictional boundaries.
2. Lands with unique or sensitive resources should be preserved in their natural state.
3. The health and quality of the natural resource base are directly related to public health, welfare, and economic growth.
4. Natural resource areas, farmlands, and open space characterize the rural landscape. They are important and useful in shaping development and maintaining and establishing a rural community character.
5. To preserve rural community character, site design should encourage clustering of development and preservation of open space.
6. To preserve rural community character, site design should include desirable views and vistas across water features and farmlands.
7. Natural resources are limited in their ability to accommodate development without incurring damage. Development within our natural environments should occur in a balanced and sustainable manner.
8. Sensitive and fragile lands should be protected from degradation.
9. Wildlife habitat corridors should be interwoven with development to achieve environmental balance and biodiversity.

INFRASTRUCTURE

1. Development should be directed to areas serviced by adequate roads, water and utilities.

2. Expansion and upgrading of public roads, water, and sewer services should be planned to strategically direct growth.

3. Public transportation should connect homes to jobs, community center, cultural, recreational, educational and institutional facilities.
4. A comprehensive transportation plan should support a unified, long-term vision of how the land is to be used.
5. New and expanded public transportation systems should be located to attract urban reinvestment.
6. Non-motorized transportation should be accommodated in new road corridors and strategically retrofitted into existing transit corridors and greenway linkages.
7. The number and frequency of automobile access driveways along road corridors should be minimized.

PLANS AND IMPLEMENTATION

1. A broad-based citizenry should be involved during the development of local comprehensive master plans, including representation from neighboring and impacted jurisdictions. Local plans should consider and address the impacts of neighboring communities land uses, planned uses, goals, and objectives.
2. Local planning decisions which affect neighboring communities should consider multi-jurisdictional impacts.
3. Local comprehensive master plans should be reviewed periodically and updated as necessary to remain viable documents.
4. Local zoning ordinances should be reviewed periodically and updated as necessary to ensure they are consistent with the comprehensive master plan.

5. Local zoning ordinances should be consistent with the comprehensive master plan.
6. Local zoning decisions should be consistent with current local comprehensive master plans.
7. Local comprehensive master plans should be accompanied by an action strategy that specifies individual tasks, timing, and responsibilities for implementation.
8. Comprehensive master plans and zoning ordinances should include interpretive graphics conveying standards and design guidelines.
9. All communities should prepare realistic Capital Improvement Programs as a means of making municipal improvements consistent with their comprehensive master plan.
10. Communities should have an administrative structure that provides clear direction throughout the development process. This structure, including information on the status of projects, should be equally accessible to citizens, developers, and local officials.

**CASCADE CHARTER TOWNSHIP
2020 MEETING SCHEDULE AND DEADLINE DATES**

PLANNING COMMISSION
Meetings are at 7:00 PM

<u>Meeting Date</u>	<u>Deadline Date</u>
January 6, 2020.....	December 9, 2019
January 20.....	December 23, 2019
February 3.....	January 6, 2020
February 24.....	January 27
March 2.....	February 3
March 16.....	February 17
April 20.....	March 23
May 11.....	April 13
May 18.....	April 20
June 1.....	May 4
June 8.....	May 11
July 13.....	June 15
July 20.....	June 22
August 10.....	July 13
August 17.....	July 20
September 14.....	August 17
September 21.....	August 24
October 5.....	September 7
October 19.....	September 21
November 9.....	October 12
November 16.....	October 19
December 7.....	November 9
December 21.....	November 23

ZONING BOARD OF APPEALS
Meetings are at 5:30 PM

January 14, 2020.....	December 17, 2019
February 11.....	January 14, 2020
March 3.....	February 4
April 14.....	March 17
May 12.....	April 14
June 9.....	May 12
July 14.....	June 16
August 11.....	July 14
September 8.....	August 11
October 13.....	September 15
November 10.....	October 13
December 8.....	November 10

**Meetings will be held at the Cascade Library
Wisner Center located at 2870 Jacksmith Ave SE.**