

**CASCADE CHARTER TOWNSHIP
PLANNING COMMISSION**

**MONDAY, January 20, 2025
6:00 PM**

ARTICLE 5.

Approve the Minutes of the January 6, 2025 Meeting.

MINUTES
CASCADE CHARTER TOWNSHIP PLANNING COMMISSION
MONDAY, January 6, 2025
5:30 pm
2870 Jacksmith Ave SE

ARTICLE 1. Community Planning and Development Director (CP&D Director) Andrea Hendrick called the meeting to order at 5:32 pm.

Members Present: Bruneau, Korstange, Kraemer, Rowland, Richardson

Members Absent: None

Others Present: Community Planning and Development Director (CP&D Director) Andrea Hendrick, Zoning Administrator Ryan Sennett, Legal Counsel (LC) Leslie Abdoo of Foster Swift, Supervisor Grace Lesperance, Township Manager Jade Smith (via Zoom), and Planning Administrative Assistant Nick Govan.

ARTICLE 2. Pledge of Allegiance to the Flag

ARTICLE 3. Approve the current Agenda

Member Bruneau proposed discussion of documented processes for zoning ordinance implementation and procedural process. Following brief deliberation regarding placement within existing agenda items and if the discussion could fit into other business, Member Bruneau withdrew the request.

Motion was made by Member Bruneau to approve the current agenda. Supported by Member Rowland. Motion carried 5 to 0.

ARTICLE 4. Disclose any Conflict of Interest

There were no concerns voiced.

ARTICLE 5. Approve the Minutes of the December 16, 2024 Meeting.

Commissioners provided a list of clarifications and changes that needed addressing:

1. Article 9. Revision to specify the schedule was accepted “as modified” rather than “as presented”.
2. Article 9. Inclusion of Treasurer Korstange comment stating, “The first meeting will be then at 7:00 pm on January, whatever date that is, and at that time, we'll talk about the date or the time for the meetings.”.
3. Article 9. Inclusion of Treasurer Korstange comments The Zoning re-write will be going to a subcommittee appointed by the board and then it will come to the Planning Commission at least 30 days prior to being on our agenda and that the Planning Commission will have a full 30 days to review the zoning changes along with the current zoning.

Motion was made by Member Bruneau to approve the Minutes of the December 16, 2024 meeting with the edits provided. Supported by Member Richardson. Motion carried 5 to 0.

ARTICLE 6. Acknowledge visitors and those wishing to speak.

Township Supervisor Lesperance addressed the Commission and thanked

Member Richardson for his contributions to the Commission. Supervisor Lesperance presented an overview of the planned Zoning Ordinance review process.

Member Bruneau commented on previous presentations of the draft zoning ordinance review.

Treasurer Korstange discussed expectations of subcommittee and acknowledged that it would be unreasonable to expect commissioners to identify modifications through word-by-word comparison.

Supervisor Lesperance outlined the planned subcommittee composition, including CP&D Director Hendrick, Mrs. Bouchard of McKenna, Township Manager Jade Smith, Trustee Scott Rissi, Treasurer Korstange, and herself.

Member Rowland requested having Planning Commission representation.

Legal Counsel Abdoos furnished clarification regarding statutory requirements and procedural frameworks, particularly addressing Planning Commission authorities under Michigan Planning Enabling Act.

ARTICLE 7.

Appointment of 2025 Planning Commission

Requested Action: Planning Commission to select 2025 Officers.

The Commission commenced discussion of 2025 officer appointments with Treasurer Korstange nominating Member Bruneau for the position of Secretary. Member Bruneau declined the nomination. Further discussion was had about the Secretary position. In the absence of the election of a Secretary, Legal Counsel Abdoos provided clarification regarding the Recording Secretary requirements. Secretarial duties may be delegated to the Recording Secretary, CP&D Director Hendrick. The Commission concluded this portion of officer elections with recording secretary duties formally designated to staff, maintaining compliance with bylaws while ensuring efficient administrative operations.

Motion was made by Treasurer Korstange to appoint Member Rowland as Chair and Member Kraemer as Vice Chair. Supported by Member Kraemer.

Roll Call Vote:

Korstange: Yea
Richardson: Abstained
Bruneau: Nay
Kraemer: Yea
Rowland: Nay

Motion failed 2 to 2.

Motion made by Member Rowland to nominate Member Rowland as Chair and Member Bruneau as Vice Chair. Supported by Member Bruneau.

Roll Call Vote:

Korstange: Nay
Richardson: Abstained
Bruneau: Yea
Kraemer: Yea
Rowland: Yea

Motion carried 3 to 1.

ARTICLE 8.

2025 Planning Commission Meeting Calendar

Requested Action: Approve 2025 Meeting Calendar.

Motion was made by Member Bruneau to accept proposed Planning Commission dates with the exception that September 15, 2025, be changed to September 8, 2025, so that the Planning Commission would have two meetings a month for regularity. Supported by Member Richardson. Motion carried 5 to 0.

Discussion was had regarding a 5:30 p.m. start time

Motion was made by Member Kraemer to have the Planning Commission meetings at 5:30 pm. Supported by Treasurer Korstange.

Roll Call Vote:

**Korstange: Yea
Richardson: Abstained
Bruneau: Nay
Kraemer: Yea
Rowland: Nay**

Motion failed due to lack of support 2 to 2.

Motion was made by Member Rowland to have the Planning Commission meeting at 6:15 pm. Supported by Member Richardson.

Roll Call Vote:

**Korstange: Nay
Richardson: Yea
Bruneau: Nay
Kraemer: Yea
Rowland: Yea**

Motion carried 3 to 2.

Member Richardson made mention that looking at a start time of 6:15 pm would be confusing and look like a clerical error. More discussion ensued on meeting start time.

Motion was made by Member Richardson to have the Planning Commission meetings at 6:00 pm. Supported by Member Kraemer.

Roll Call Vote:

**Korstange: Yea
Richardson: Yea
Bruneau: Nay
Kraemer: Yea
Rowland: Yea**

Motion carried 4 to 1.

ARTICLE 9. Acknowledge visitors and those wishing to speak.

There was no one wishing to speak.

ARTICLE 10. Other Business

Following the establishment of the 6:00 pm meeting time, Member Bruneau stated his intent to resign. He requested that a new Vice Chair be elected.

Motion was made by Treasurer Korstange to nominate Member Kraemer as Vice Chair. Supported by Richardson.

Motion carried 5 to 0.

Member Richardson initiated discussion regarding public notice requirements for

planning applications.

Chairman Rowland supported the idea that the current 300-foot notification radius fails to adequately inform affected residents, particularly for commercial developments with broader community impact.

Legal Counsel Abdoo and CP&D Director Hendrick provided clarification regarding notification requirements, specifically addressing:

1. The current 300-foot requirement represents the statutory minimum under Michigan Zoning Enabling Act
2. The township maintains authority to expand notification requirements beyond statutory minimums
3. Any established notification radius must apply uniformly regardless of municipal boundaries
4. Different radii may be established for varying application types provided clear criteria exist.
5. Changes to noticing requirements is a zoning ordinance amendment and needs to follow the amendment process.

Treasurer Korstange raised the possibility of street-based notification criteria for residential applications.

Legal Counsel Abdoo advised that while street-based criteria could supplement radius-based requirements, they cannot replace them entirely.

Chairman Rowland requested standardized templates for Planning Commission documents. CP&D Director Hendrick agreed.

ARTICLE 11. Adjourn

Motion was made by Treasurer Korstange to adjourn. Supported by Member Bruneau, Motion carried 5 to 0. The meeting adjourned at 8:38 pm.

Respectfully submitted,
Andrea Hendrick, Community Planning and Development Director, Recording Secretary

**CASCADE CHARTER TOWNSHIP
PLANNING COMMISSION**

**MONDAY, January 20, 2025
6:00 PM**

ARTICLE 7.

Case #24-3877 - Public Hearing

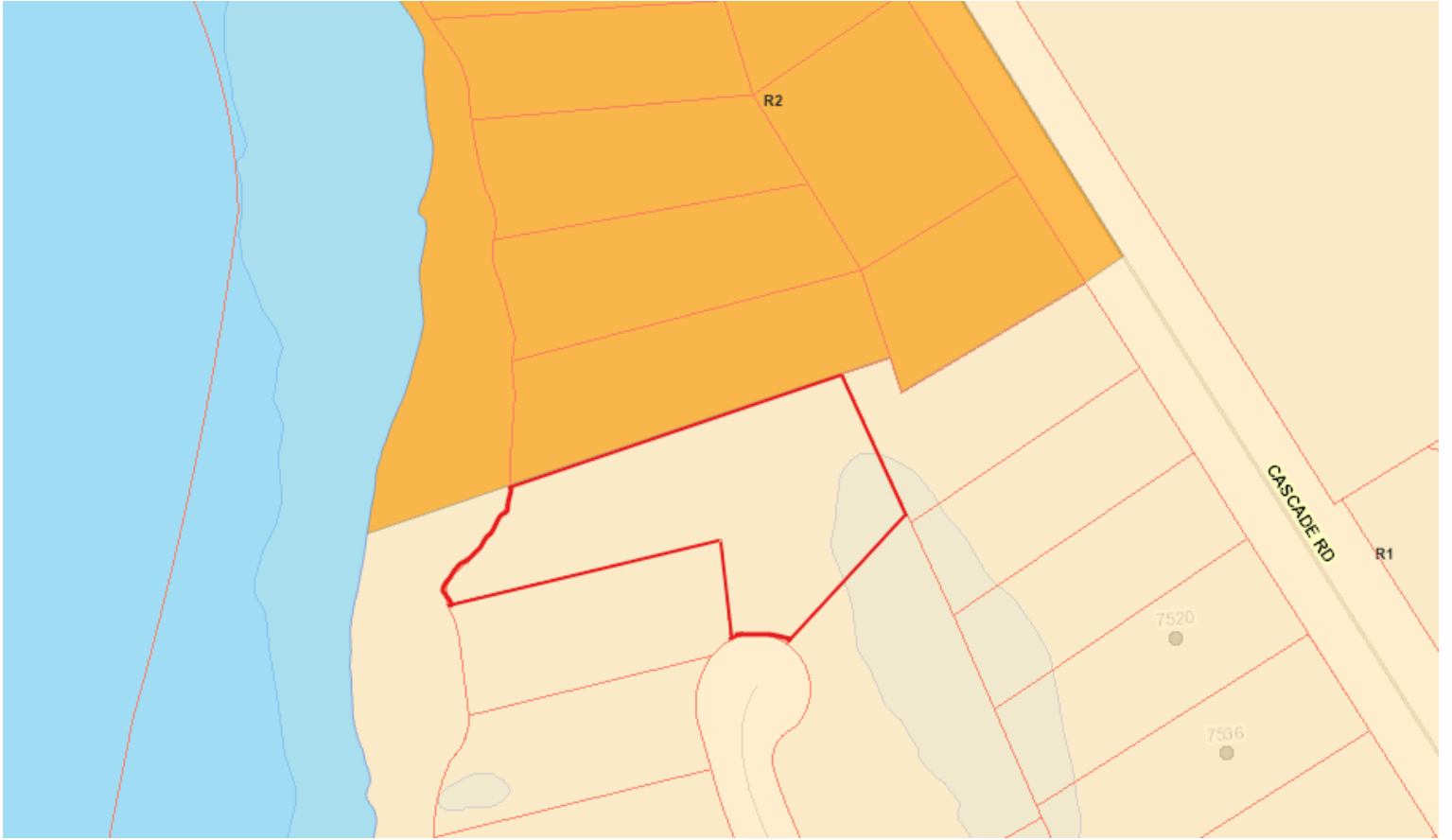
Applicant: Engelsma Homes

Property Address: 7320 Whispering Ridge Dr. SE

Parcel Number: 41-19-221-26-030

Requested Action: Request for a Type I Special Use Permit to
build an accessory building over 832 sf.

Zoning & Parcel Map





CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE Grand Rapids, Michigan 49546-7140

PLANNING DEPARTMENT STAFF REPORT

STAFF REPORT: Case # 24-3877
REPORT DATE: January 15, 2025
PREPARED FOR: Cascade Charter Township Planning Commission
MEETING DATE: January 20, 2025
PREPARED BY: Andrea Hendrick, Community Planning & Development Director

APPLICATION SUMMARY:

APPLICANT: Applicant: Engelsma Homes
Property Owner: Brian Coblentz

ADDRESS: 7320 Whispering Ridge Dr SE

PARCEL NUMBER: 41-19-22-126-030

REQUESTED ACTION: Seeking a Type I Special Use permit to build an accessory building over 832 sf.

REQUIREMENTS: Section 4.09 Accessory Buildings – Residential
Section 17.03.1 Type I Special Use Permit

EXISTING ZONING OF SUBJECT PARCEL(S): R-1, Residential Zone District

GENERAL LOCATION: The subject site is located at the end of the Cul-de-sac in Whispering Ridge. The lot is an irregular shaped lot. It has frontage on Thornapple River. It is surrounded on the north and south by residential dwelling units. A pond separates the proposed developed area from the back yards of the adjacent properties to the east, facing Cascade Road.

PARCEL SIZE: 1.6 acres

EXISTING LAND USE: Residential

ADJACENT PROPERTIES: N: R-1, Residential Zone District
W: Thornapple River
S: R-1, Residential Zone District
E: R-1, Residential Zone District

PROPERTY HISTORY

The Current site has a single-family residential dwelling built in 1983 with an attached garage and an accessory building located east of the principal building. The building is under 832 sf; therefore, it is a by right structure. Additionally, the structure is under 200 sf, so it can legally be constructed without obtaining a building permit. The applicant has purchased the property with the intent of demolishing the principal and accessory structure and replacing them with a single-family home and accessory structure larger than 832 sf.

The subject property is an irregular lot located on at the end of a cul-de-sac with water frontage. Therefore, determination of the front, side, and rear yard had to be determined. In advance of purchasing the property, the applicant requested a Zoning Verification to determine the yard definition. This review is added as an attachment for context.

PROPOSED USE

The applicant is requesting Type I Special Use Permit approval to construct a detached accessory structure with a footprint of 1,228 sf on the residential lot. The proposed use of the building is for general storage, storage of vehicles, a workout room, and golf simulator. The 1,228 sf calculation is inclusive of the proposed half bath, an additional +/- 130 sf porch is also proposed. With the patio included in the measurement, the total footprint of the proposed building is +/- 1,358 sf. Notably, the definition of footprint is not defined in the Zoning Ordinance, however, staff has found that at least some calculations included in the requested building inventory are recorded using building footprint. For consistence with the previously compiled charts, staff has provided the square footage of the proposed accessory building using the footprint calculation. However, staff is requesting that the final motion determining the outcome of this case note the approved floor area.

SECTION 4.09

Acreage	Number of Buildings Allowed*
Up to three (3) acres	1
3-6 acres	2
6+ acres	3


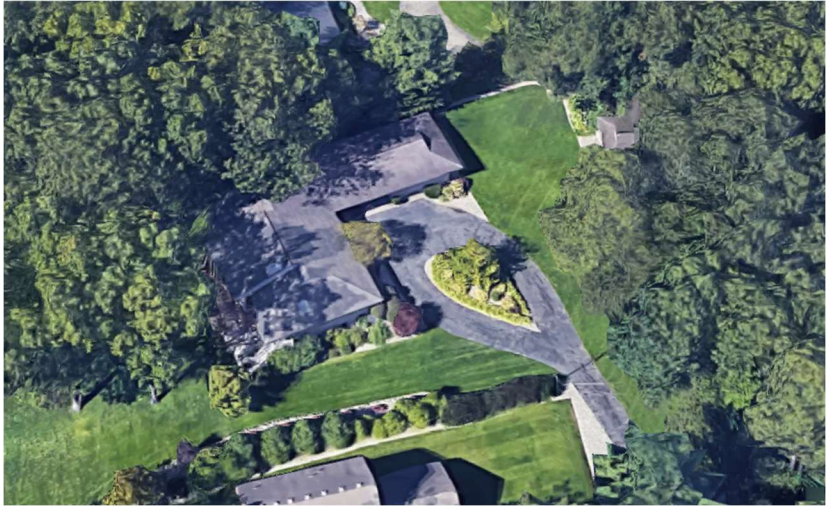
*The number of buildings allowed is in addition to an attached or detached private garage. (Amended by Ordinance #12 of 2000)


The subject parcel is 1.6 acres. Therefore, only one accessory building is allowed for this parcel. The current accessory building on site will be removed in advance of the construction of the proposed structure. The proposed number of structures is compliant with this section.

SECTION 17.03(1)(a)

Upon review of a Type 1 Special Use Permit for an accessory building of the Zoning Ordinance requires the Planning Commission to consider several factors.

PLANNING COMMISSION CONSIDERATIONS	FINDINGS
1) The intended use of the building.	The intended use of the accessory building is for general storage, storage of vehicles, a workout room, and golf simulator. Storage is a typical use associated with accessory building in the Township. The Planning Commission has also approved accessory structures with workout rooms, other recreational uses, and partial bathrooms. The Planning Commission should consider if this use will have any adverse impacts on surrounding residents.
2) The proposed location, type and kind of construction and general architectural character of the building.	The proposed accessory building is intended to appear similar in architectural character as the residential home, as indicated in the provided renderings. The applicant is proposing to demolish the existing structure and completely rebuild the principal residential structure on the property. The proposed materials for both structures are the same. The general architecture of the principal and accessory will be similar in architectural character. Additionally, staff finds that the location of the proposed accessory building is situated appropriately on the site. Because of the river frontage on Thornapple River, the Zoning Ordinance provides allowances for the construction of accessory structures in the front yard. The proposed building meets the required 40 ft setbacks for an accessory structure with a 18 ft height at the midpoint. Staff finds that the proposed building material and location are compatible and harmonious with the principal structure and the surrounding buildings in the area.
3) The size of the building in relation to the house, lot, and zoning district.	<p>Proposed Principal Residence: The applicant is proposing a two-story residential dwelling with a finished basement. The elevations for the proposed structure are included in your packet. The total finished floor area for the primary structure is 5,760 sf*. The proposed accessory building main floor footprint is 1,358 sf with a 1,035 sf concrete storage area under the garage.</p> <p>Accessory footprint to principal footprint ratio: 43% Accessory floor area to principal floor area ratio: 39%</p> <p>* Finished floor area of the principal structure provided verbally by the applicant.</p>
4) The type and kind of principal and accessory buildings and buildings located on properties which are adjoining and in the general area.	No notable accessory buildings are located on the adjacent properties located off Whispering Ridge Dr. An accessory building of similar size was recently approved at 5882 Cascade Rd. Additionally, the accessory building inventory is attached for Planning Commission review. The Planning Commission should also consider and deliberate on the floor area

	<p>of the proposed storage area that is located partially underground. Staff has found no previous accessory structure containing subterranean development. If the proposed square footage of the proposed accessory structure is calculated using the floor area definition in section of the Zoning Ordinance (Chapter 3), the proposed accessory building would be calculated at +/- 2,256 sf. Please see the proposed use section for further discussion on building measurement.</p>
<p>5) The topography and vegetation in the area.</p>	<p>The current site has significant tree coverage on the east side of the side abutting the wetland area. Additionally, the current site has large conifer trees lining the south property line. Both the current and the proposed house are located to the west of the subject accessory structure. The applicant has not indicated whether the preservation of trees is planned, however the current site appears to have significant vegetation during all seasons.</p> <p>The image below illustrates the approximate location of the proposed building. It is not to scale.</p>  
<p>6) Whether the proposed building will affect the</p>	<p>The proposed building meets the setbacks for an accessory structure with an 18 ft height at midpoint. The existing principal</p>

<p>light and air circulation of any adjoining properties.</p>	<p>structure and accessory building have similar placement on the site. The proposed accessory building will be located +/- 10 ft further from the north property line, however, scale should be considered when determining the appropriateness of the structure. The Planning Commission may also wish to consider the location of the neighboring home located at 7486 Cascade Road. The home appears to be at the minimum setback allowed regarding building placement. However, the Planning Commission may also consider that the proposed structure is located near the garage side of the neighboring home.</p>
<p>7) Whether the proposed building will adversely affect the view of any adjoining property owner or occupant.</p>	<p>The proposed location of the accessory building will change the view of the neighbor located at 7486 Cascade Road. Again, the proposed structure being located on the adjacent property near the garage side of the property may be considered a mitigating factor. The Planning Commission may also wish to condition that the applicant enhances the building material or façade on the side of the building that faces the neighbors. This could be through adding a secondary material to break up the face of the wall or require additional landscaping or screening of the north side of the building.</p>  <p>No negative comments have been received by any of the neighbors. However, comments given at the hearing may provide more insight and should be considered by the Planning Commission at that time.</p>
<p>8) Points of access to the proposed building and their relationship to adjoining properties and the view from the adjacent streets.</p>	<p>The proposed development, as presented, intends to use the existing access and driveway that is servicing the current house. Staff does not anticipate any negative impact from an access standpoint.</p>

NEIGHBORS COMMENTS

No comments have been received whether in support or opposition.

RECOMMENDATION

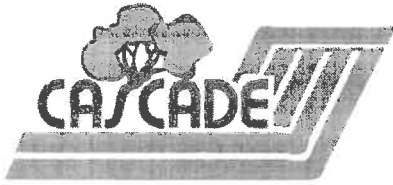
If the Planning Commission finds that there is sufficient evidence to meet the standards to approve the Special Use permit, staff recommends the following motion:

Motion to APPROVE case number 24-3877 for a Type I Special Use for a residential accessory structure exceeding 832 sf at 7320 Whispering Ridge Dr. SE based on the findings above, with the following conditions:

1. The total floor area of the proposed accessory structure shall not exceed _____ sf with a total footprint of 1,358 sf.
2. The building is not used for living space or to operate a business.
3. All outdoor lighting meets the lighting standards of the Cascade Charter Township Zoning Ordinance.
4. Additional Conditions _____

ATTACHMENTS

1. Application & Narrative
2. Current property survey
3. Site Plan
4. Accessory building floor plans & elevations
5. Proposed principal structure elevations
6. Property Use Verification



CASCADE CHARTER TOWNSHIP

5920 Tahoe Dr. SE, Grand Rapids, Michigan 49546-7140

PLANNING & ZONING APPLICATION

APPLICANT: Name: Engelsma Homes
 Address: 650 Lake Michigan Drive
 City & Zip Code: Grand Rapids Mi 49534
 Telephone: 6163295308
 Email Address: steve@engelsmahomes.com

OWNER: * (If different from Applicant)
 Name: Brian Coblentz
 Address: _____
 City & Zip Code: _____
 Telephone: 3302312076
 Email Address: brian@buckeyepipeline.com

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

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

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

BRIEFLY DESCRIBE YOUR REQUEST:**

Seeking special use approval for a larger accessory building.

(**Use Attachments if Necessary)

-SEE OTHER SIDE-

LEGAL DESCRIPTION OF PROPERTY:**

See survey

LOT 14 * THORNAPPLE WOODS

(**Use Attachments if Necessary)

PERMANENT PARCEL (TAX) NUMBER: 41-19 22126030

ADDRESS OF PROPERTY: 7320 WHISPERING RIDGE DR SE

PRESENT USE OF THE PROPERTY: Res Home

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

Name(s)

Address(es)

None

SIGNATURES

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

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

 dotloop verified
12/04/24 1:07 PM EST
XWSH-LXP8-BEQD-X8HM

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

Applicant – Print or Type Name

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

Applicant’s Signature & Date

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

Rev. 7/27/21

Steve Corson

From: Steve Corson
Sent: Wednesday, December 4, 2024 1:31 PM
To: Jason Engelsma
Attachments: Current Survey.pdf; 7320 Whispering Ridge Dr Site 12-03-24.pdf; Coblentz Barn - Prelim. 12.4.24.pdf; Render of New Home.pdf; 20241025135011231547000000-o.jpg

Hi Andrea,

See below for some notes regarding the special use permit application for this property on Whispering Springs.

Special use app

Floor plans/ renders of accessory building

Renders of new proposed home that we will be applying for a building permit in the next 45-60 days or so.

Site plan of currently what is on the property

Site plan of proposed home and outbuilding

Photo of current home

I will be dropping off hard copies of these documents as well as the \$500 check that is needed.

Note for township:

This proposed accessory building is over the 832 sq foot cut off so we are applying for a special use permit for it. This accessory structure is in the rear yard of the property, and is planned to be 1228 sq feet. It is set off the lot line 40+ feet and the height of it is just under 18 ft to the mid point of the roof. As you can see from the renderings, we do plan to match the style of the new structures exterior. The homeowner plans on using this building as a workout room, golf simulator room, car/boat storage, as well as general storage.

Note regarding construction:

We will be applying for a demo/new home permit. The new home will be placed in a similar location to the existing home but either way, we will not be starting on the construction of this barn until after the new home has started.

If you have an additional questions or if you need anything else from me don't hesitate to reach out!

Thanks,



Steve Corson

Sales

Engelsma Homes, LLC

📞 616 329 5308

🌐 www.engelsmahomes.com



Scott Perschba

SITE PLAN

FOR: Jason Engelsma
 Engelsma Homes
 650 Lake Michigan Dr
 Grand Rapids, MI 49534

DESCRIPTION: Lot 14, Thornapple Woods, part of the Northwest 1/4, Section 22, T6N, R10W, Cascade Township, Kent County, Michigan.

PROPERTY ADDRESS: 7320 Whispering Ridge Dr SE

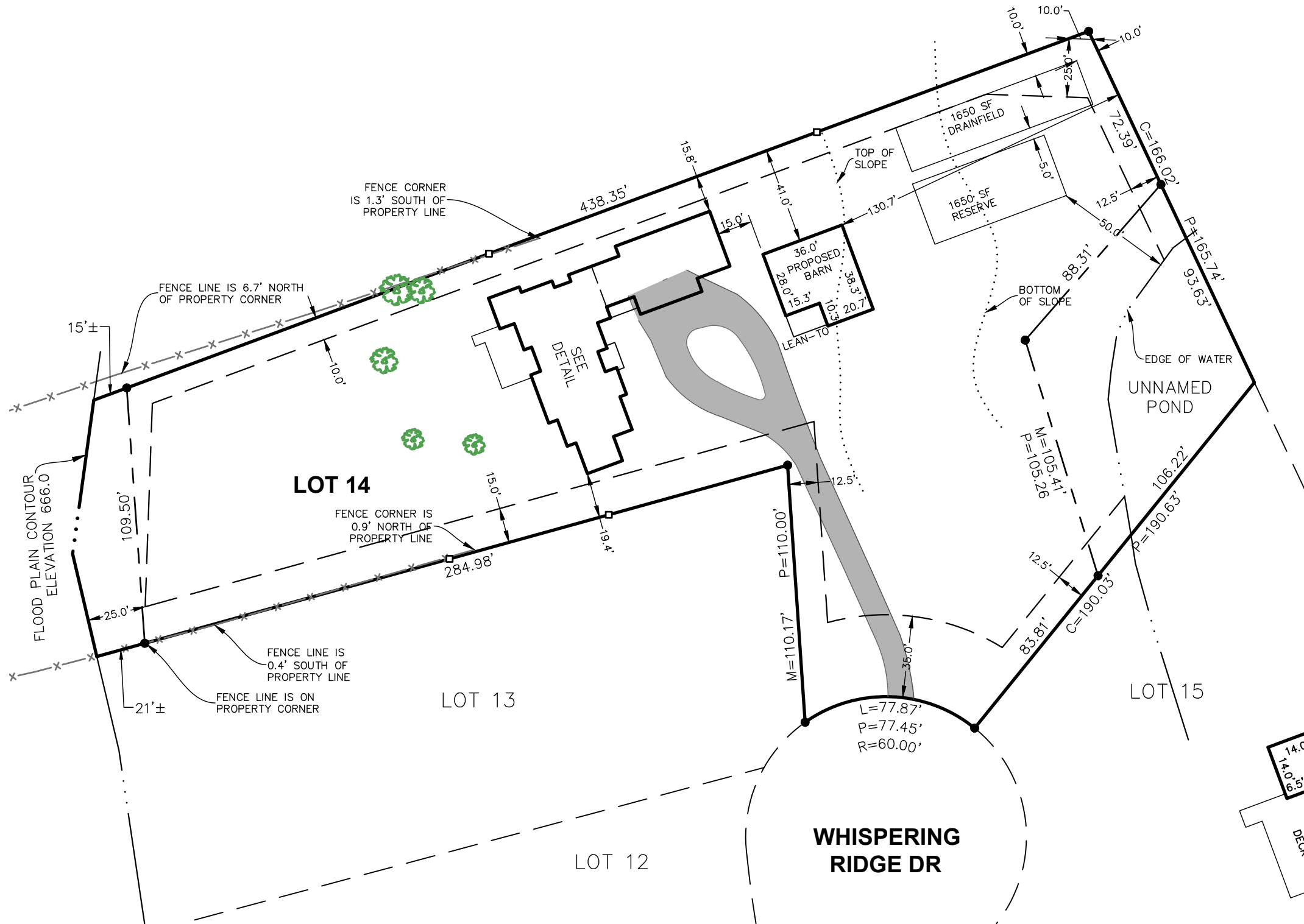
NOTE: The location of the proposed house including required building setbacks and elevations should be approved by the governing agency prior to staking or start of construction. The location of drainfields, septic tanks, and wells, if shown, are subject to actual health department permit.

ACCESSORY STRUCTURE SETBACKS:

Lots with water frontage may place detached garages in front of the principal building so long as it is behind the standard front yard setback.

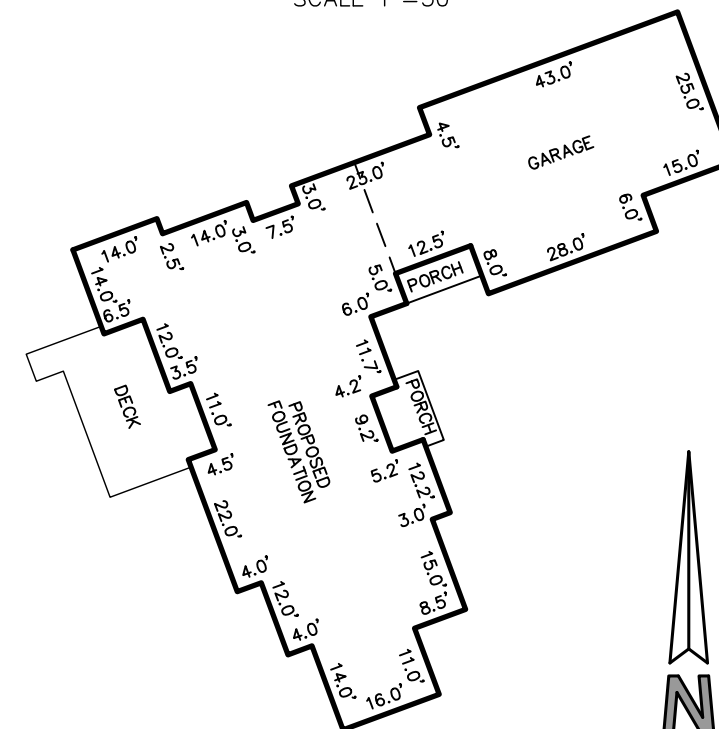
Side and rear yard setbacks for accessory structures are based on the building height:

- Up to 14': 10' side yard, 25' rear yard
- 15' to 18': 40' side yard, 40' rear yard
- 19' to 22': 60' side yard, 60' rear yard



HOUSE DETAIL

SCALE 1"=30'



LEGEND

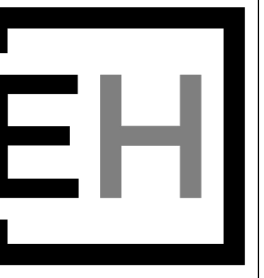
- Found Iron Stake
- Set Iron Stake
- Set Wood Stake
- ⊕ Utility Pole
- x-x- Fence Line
- D = Deeded
- P = Platted
- M = Measured

- Building
- Deck
- Concrete
- Asphalt
- Gravel



Scale 1" = 50'

This survey was made from the legal description shown above. The description should be compared with the Abstract of Title or Title Policy for accuracy, easements and exceptions.



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NOT FOR CONSTRUCTION

7320 WHISPERING RIDGE ST SE, GRAND RAPIDS, MI 49546

COBLENTZ BARN

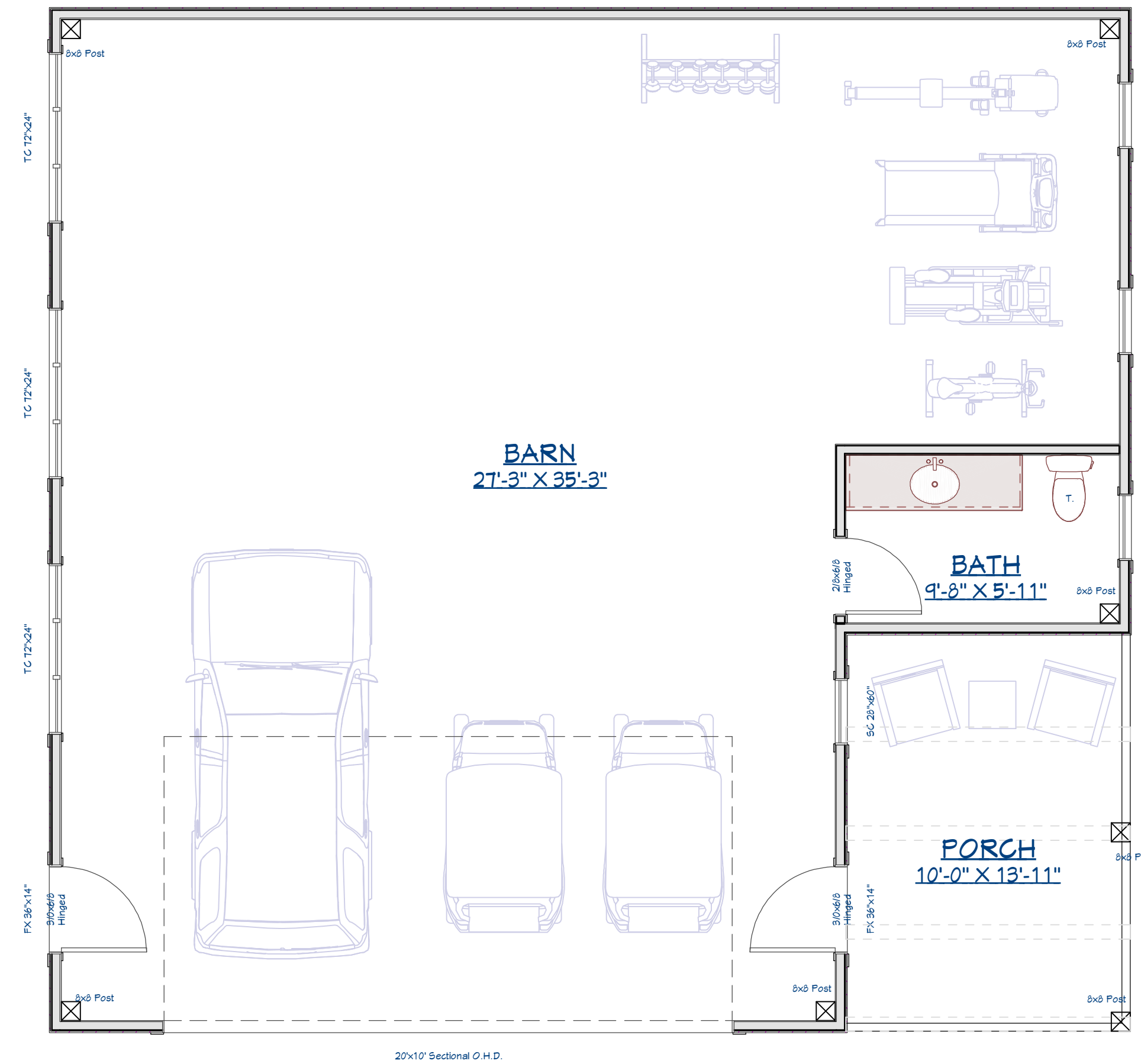
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DATE:

12/4/2024

SHEET:

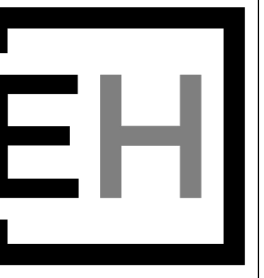
P-3



MAIN FLOOR PLAN (^)

1,228 Sq Ft | 12'-0"+ CEILINGS | Scale: 1/4" = 1'

| not for construction



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COBLENTZ BARN

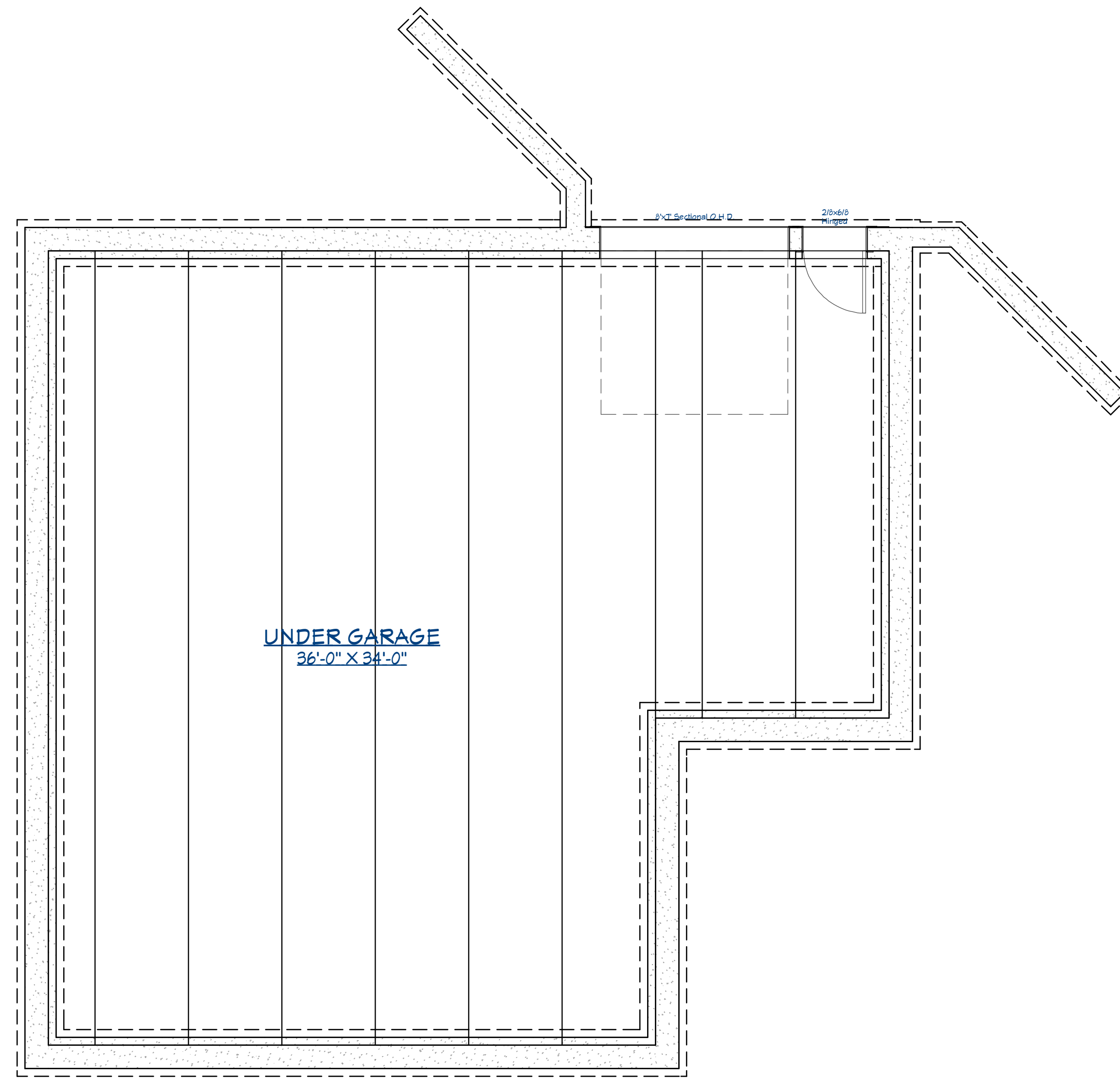
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DATE:

12/4/2024

SHEET:

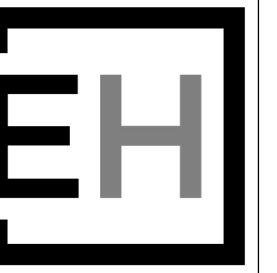
P-4



FOUNDATION PLAN (^)

1,035 SQ FT | ~8'-5" CEILING | SCALE: 1/4" = 1'

| not for construction



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7320 WHISPERING RIDGE ST SE, GRAND RAPIDS, MI 49546

COBLENTZ BARN

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DATE:

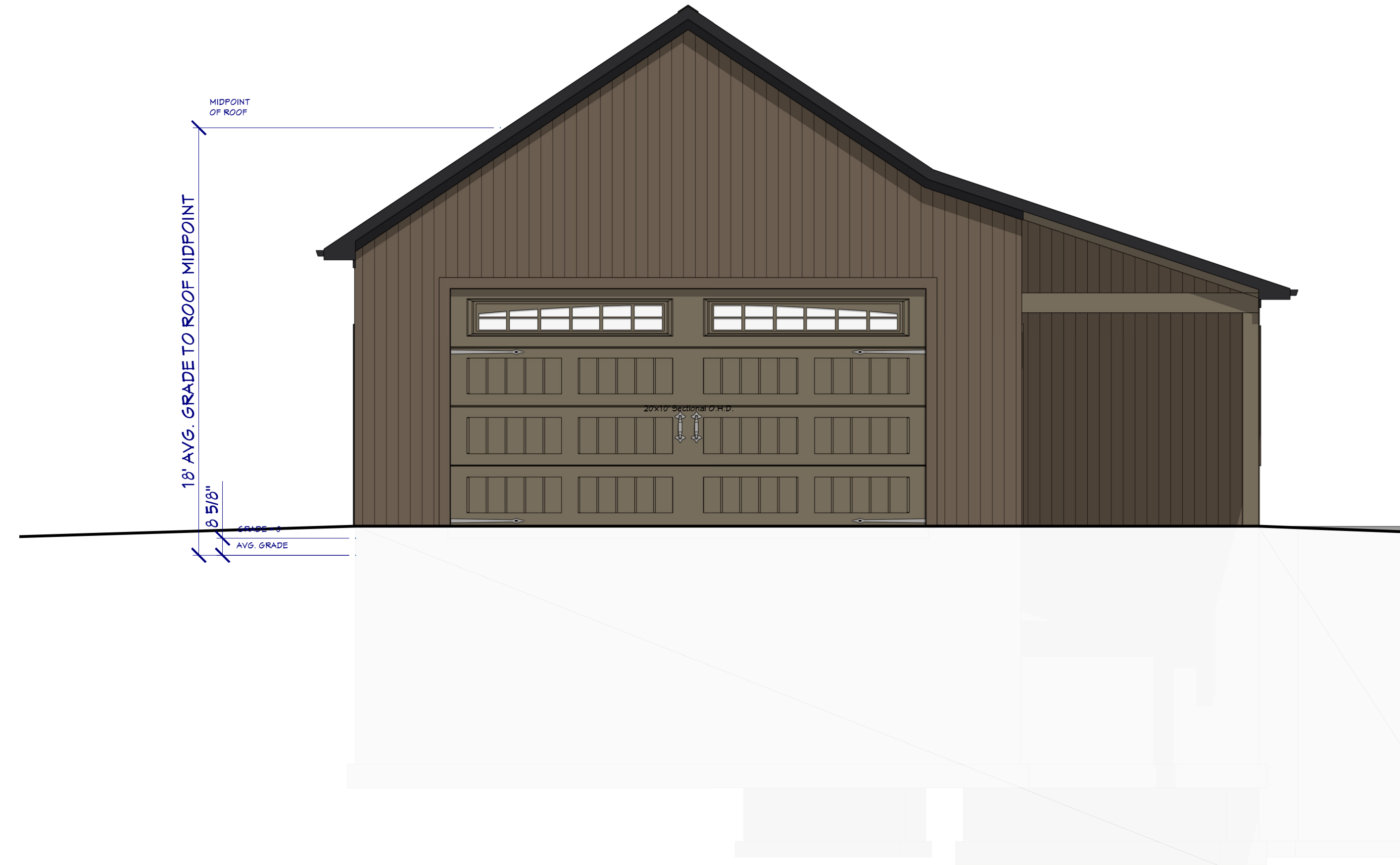
12/4/2024

SHEET:

P-6

FRONT ELEVATION (>)

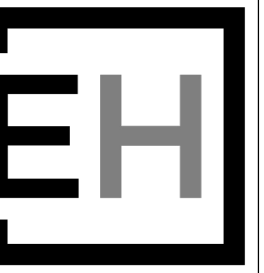
SCALE: 1/4" = 1'



REAR ELEVATION (<)

SCALE: 1/4" = 1'

| not for construction



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NOT FOR CONSTRUCTION

7320 WHISPERING RIDGE ST SE, GRAND RAPIDS, MI 49546

COBLENTZ BARN

NOTE: ALTHOUGH THERE IS NO REASON TO DOUBT THE ACCURACY OR COMPLETENESS OF THESE FLOOR PLANS, THE MAKER CAN PROVIDE NO GUARANTEE OR WARRANTY AGAINST HUMAN ERROR. SUBCONTRACTORS ARE RESPONSIBLE TO REVIEW AND CONFIRM ALL DIMENSIONS AND DETAILS WITH THE GENERAL CONTRACTOR AND OWNER. ALL DIMENSIONS TAKE PRECEDENCE OVER THE SCALE OF THE DRAWING. ALL DIMENSIONS ARE FIGURED AS ROUGH 2X4 BEING 1 1/2" X 3 1/2".

DATE:

12/4/2024

SHEET:

P-7



LEFT ELEVATION (<)

SCALE: 1/4" = 1'



RIGHT ELEVATION (>)

SCALE: 1/4" = 1'

| not for construction



Not for Construction

NOT FOR CONSTRUCTION

1320 WHISPERING RIDGE ST SE,
GRAND RAPIDS, MI 49546

COBLENTZ
RESIDENCE

Note: Although there is no reason to doubt the accuracy or completeness of these floor plans, the maker can provide no warranty, express or implied, as to their accuracy. The user is responsible to verify all dimensions and details with the general contractor and owner. All dimensions are figured as rough 2nd floor.

DATE:

11/21/2024

SHEET:

P-1



FRONT ELEVATION (^)

Scale: 1/4" = 1'



REAR ELEVATION (^)

Scale: 1/4" = 1'



NOT FOR CONSTRUCTION

7320 WHISPERING RIDGE ST SE,
GRAND RAPIDS, MI 49546

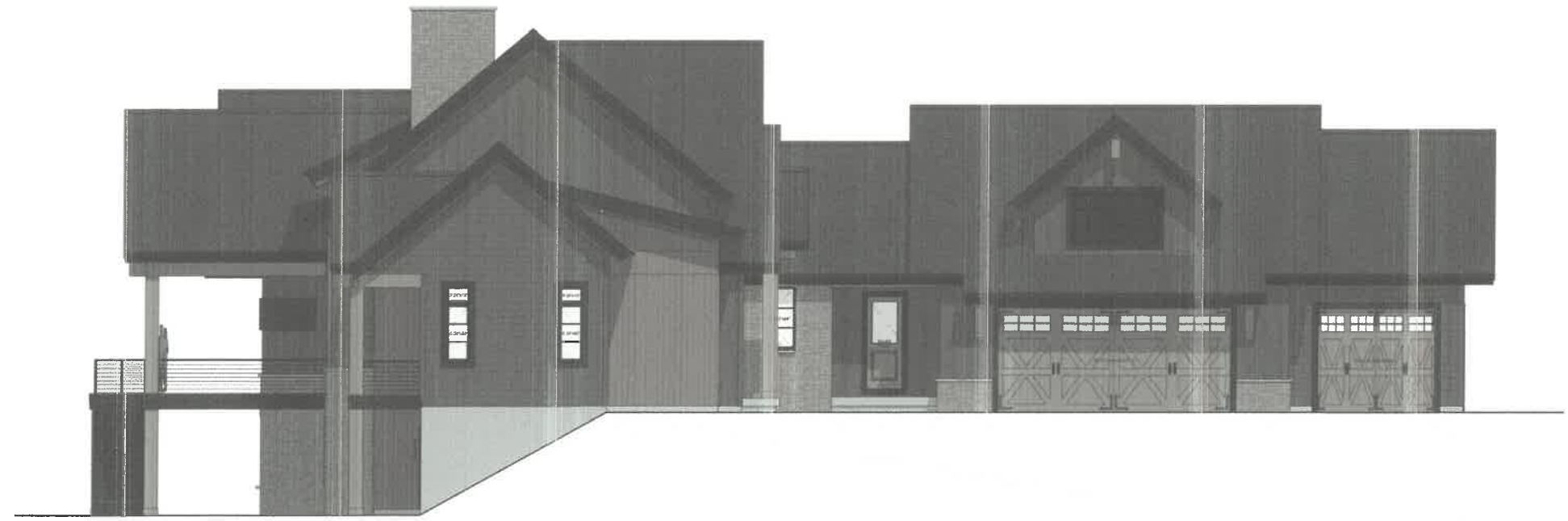
COBLENTZ RESIDENCE

Notes: Although there is no reason to doubt the accuracy or completeness of these floor plans, the maker can provide no warranty, express or implied, as to their accuracy. The user is responsible to view and confirm all dimensions and details with the general contractor and owner. All dimensions are figured as rough 2x4 framing 1/2" x 3/4".

DATE:
11/21/2024
SHEET:
P-8



RIGHT SIDE ELEVATION (^)
Scale: 1/4" = 1'



LEFT SIDE ELEVATION (^)
Scale: 1/4" = 1'

October 28, 2024

To: Brian Coblentz
1003 Thornapple River Drive
Ada, MI 49301

Re: Zoning Verification Request – 7320 Whispering Ridge (41-19-22-126-030)

Dear Mr. Coblentz,

Cascade Charter Township (CCT) has received your request for clarification pertaining to lot, yard, and setback determinations, located at 7320 Whispering Ridge Drive. We understand that it is the intention to remove the existing residential home, currently located on the lot, to be replaced with a new residential home of larger size, as well as a detached accessory structure. We also understand that the subject site, by all accounts, is an irregularly shaped lot.

We also understand that the lot, in addition to its irregularity, also includes several building constraints, including a downward slope on the east side of the lot, a pond located on the east side of the lot, and the Thornapple River located on the west side of the lot. The pond, according to EGLE's Wetland Map Viewer application, is a regulated wetland with wetland soils, as determined by the National Wetland Inventory (NWI). Further, a portion of the west side of the lot is located in Flood Zone A (areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage), according to FEMA's Web Map application.

Considering these factors noted above, the buildable area of the subject lot is more confined than what would ordinarily be considered buildable area, given the wetland, topography, river, and irregular shape challenges.

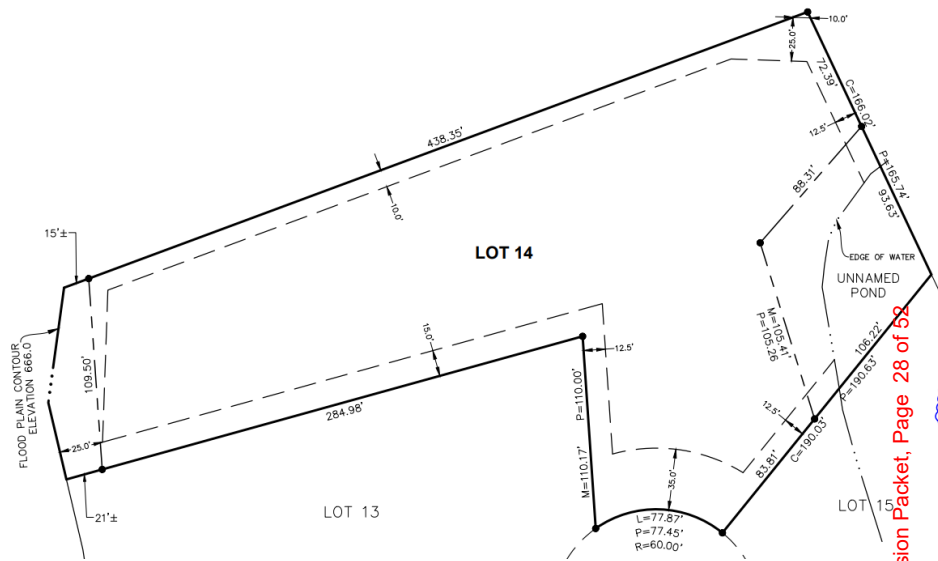
7320 Whispering Ridge Drive is located in the R-1, Residential Zoning District. Therefore, the following minimum setbacks apply for principal residential buildings (Table 18-B, Section 18.05):

- **Front Yard Setback:** 35 feet
- **Side Yard Setback:** 10 feet (one side) and 25 feet (total)
- **Rear Yard Setback:** 25 feet

The CCT Zoning Ordinance includes the following relevant definitions as it pertains to lot lines, setbacks, and yards (Chapter 3):

- **Lot Line, Front:** *Front lot line, in the case of a lot abutting only one street, shall mean the line separating such lot from the street; ...*
- **Lot Line, Rear – Interior Lots:** *That lot line which is opposite and most distant from the front lot line. The rear lot line in any irregular or triangular lot, for the purpose of this Ordinance, shall be a line entirely within the lot, at least ten (10) feet long and generally parallel to and most distant from the front lot line.*
- **Lot Line, Side:** *Any lot line not a front lot line nor a rear lot line.*
- **Yard:** *A space open to the sky and unoccupied or unobstructed, except by encroachments specifically permitted under the provisions and terms of this Ordinance, on the same lot with a building or structure. Yard measurements shall be the minimum horizontal distance.*
- **Yard, Front:** *The yard between front lot line or street right-of-way line and the nearest point of any part of the main building thereon.*
- **Yard, Rear:** *The yard between the rear lot line and the nearest point of the main building thereon.*
- **Yard, Side:** *The yard between the side lot line and the nearest point of the main building thereon.*

The applicant has presented three (3) options for potential site layouts. **Given the definition of rear lot lines for irregular shaped interior lots and side lot lines, as well as yard determinations are dependent on the orientation of the principal building, CCT Planning Department interprets the site layout of Option #1, dated 10/25/2024, to be consistent with the Township’s definitions as listed above (see image right).**



Please note that we highly encourage the required 15-foot setback from the north (side) property line and the 10-foot minimum side setback on the south (side) property line. This is due to the close proximity of an existing residential home located on the north adjacent property.

According to Section 4.08.4.a., detached accessory structures may be located in the front yard, due to the lot's frontage on the Thornapple River.

This concludes the interpretation and determination review of the front, rear, and side lot lines for the parcel located at 7320 Whispering Ridge Drive.

Sincerely,

A handwritten signature in blue ink that reads "Andrea Hendrick". The signature is written in a cursive, flowing style.

Andrea Hendrick
Community Planning & Development Director
Cascade Charter Township

**CASCADE CHARTER TOWNSHIP
PLANNING COMMISSION**

**MONDAY, January 20, 2025
6:00 PM**

ARTICLE 8.

Annual Report: Draft

Planning Commission Review

PLANNING DEPARTMENT

2024

Annual Report

CASCADE CHARTER TOWNSHIP

*DRAFT – PLANNING COMMISSION
REVIEW 1/20/2025*

CASCADE CHARTER TOWNSHIP 2024

TOWNSHIP BOARD

Grace Lesperance, Supervisor
Sue Slater, Clerk
Windy Korstange, Treasurer
Jim Koessel, Trustee
Tom McDonald, Trustee
Timmy Noordhoek, Trustee
John Shipley, Trustee

PLANNING COMMISSION

Ralph Moxley, Chair
Scott Rissi, Vice Chair
Chris Noordyke, Secretary
Timmy Noordhoek, Trustee
Ryan Bruneau
Rob Richardson
Alan Rowland

ZONING BOARD OF APPEALS

Ralph Moxley, Chairman/Planning Commission Rep
Aaron Mead, Vice Chair
Lou Berra
Tom McDonald, Trustee
Valerie Milliken
Jennifer Puplava, Alternate

PLANNING STAFF

Andrea Hendrick, Planning Director
Ryan Sennett, Zoning Administrator
Nick Govan, Administrative Assistant

January 15, 2025

The Cascade Charter Township Planning Department is pleased to present our annual year in review in the form of the **2024 Annual Report**. The following report summarizes the work of the Cascade Charter Township Planning Department, Planning Commission, and Zoning Board of Appeals. A summary of development request and reviews has also been provided as an appendix to this document.

The Planning Department consists of the Planning Director, Planning and Zoning Administration, and the Planning Administrative Assistant. We have also been heavily supported by contract planner, Danielle Bouchard of McKenna and Associates.

Over the course of the year, the Planning Department has experienced a full staff turnover. We have worked very hard to coordinate with other department heads and Township officials who hold crucial institutional knowledge. Conversely, we have provided a fresh set of eyes to improve processes and procedures to ensure the department is using best practices in file management and document retention. Our goal is to preserve institutional knowledge and maintain a record of Planning and Zoning approval readily accessible for staff and the residents of the Township.

The department continues to prioritize quality development & redevelopment of property and preservation of Cascade Township's unique natural features through the adoption of a new Township Master Plan and the subsequent update of the Township's Zoning Ordinance.

Should you have any questions or comments relating to this report or the Planning Department, do not hesitate to call us at 616-949-0224.

Sincerely,



Andrea Hendrick

MASTER PLAN UPDATE

One of the Planning Commission's biggest accomplishments in 2024 was the adoption of the 2024 Cascade Township Master Plan update. The key driving motivation for the Master Plan update is to have a functional document for the Township to guide policy that accurately reflects and articulates a direction for preservation and targeted (re)development. The Master Plan update was also a high priority for the Township, as identified by the Township's 2021 Strategic Plan. The Strategic Plan included a robust public engagement effort spearheaded by Township leadership.



The Master Plan serves as a foundation for future decision making in terms of zoning and land uses, mechanisms for rural and greenspace preservation, parameters on new development and redevelopment, and other important topics. Some important themes and features of the 2024 Master Plan include:

- Printable document format.
- A comprehensive Action Plan oriented at the beginning of the document.
- A robust zoning plan including:
 - Recommendations for farmland and rural preservation.
 - Recommendations for neighborhood design.
 - Recommendations for redevelopment of hotels and other similar land uses that have historically been a challenge for the Township.
- A development review checklist – to ensure that all development proposals are consistent with the goals of the Township Master Plan.
- Updated demographics reflecting the 2020 Census and most current American Community Survey (ACS) data.
- An in-depth Future Land Use Plan noting:
 - Boundaries for Cascade Village and foundational themes and ideas for the upcoming Form Based Code.
 - Redevelopment and mixed-use areas to spark high quality building and site design in the following areas:
 - Along 28th Street (including the Meijer area)
 - Starr-Glenwood Office Parks
 - Centennial Office Park
 - Southwest corner of the Township
 - Arboretum area
 - Waterfall Shoppes
- A defined utility service area boundary to control sprawl and development.
- Targeted Farmland Preservation land uses to steer preservation projects.
- Targeted Rural Preservation land uses to protect existing character.

LOOKING FORWARD IN 2025

Zoning Ordinance Update

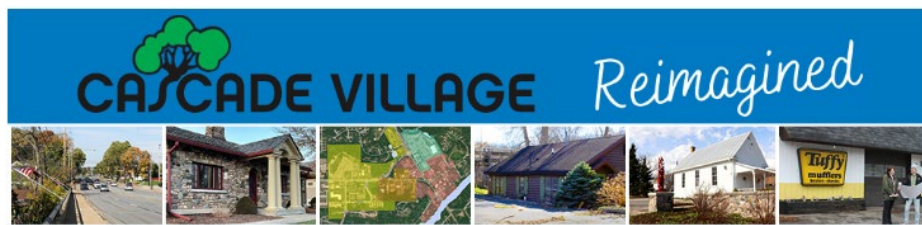
One of the primary purposes of the 2024 Master Plan update is to serve as a groundwork for subsequent zoning amendments. A Zoning Ordinance and Master Plan should work in tandem to achieve land use goals. This, in turn, will get the Township closer to the community vision as articulated by the Master Plan. Current zoning language and related requirements have long served as an impediment to achieving the type of land uses and aesthetic character the Township wants. The most important tool for achieving a desired built environment is to design zoning requirements that clearly articulate appropriate land uses and associated aesthetic character for (re)development activities.

The Township's current zoning requirements may serve, in many ways, as an adequate baseline for appropriate land uses and aesthetic character. The intention of the Zoning Ordinance update is to elevate the Township's existing standards to *require* higher quality building and site design, stop suburban sprawl, and support residential property rights, in terms of accessory structures (such as sheds, pools, decks, etc.), fences, and other frequent projects.

It is further the intention of the Zoning Ordinance update to design robust standards that require preservation of the Township's existing natural assets, including the Thornapple River, natural vegetation, mature growth trees, and undeveloped open space areas.

Some of the other areas the Zoning Ordinance update will explore include:

- The development of a Form Based Code, Building Types Code, to bring visions of the Cascade Village to reality.
- The development of a Mixed-Use Zoning District to serve as the underlying district for new overlay zones, to require thoughtful and targeted redevelopment activities.
- Review and update of permitted and special land uses in each zoning district, to ensure that uses are appropriate and reflective of a communitywide vision, and address concerns pertaining to land uses with higher nuisance potential.
- Clarify and articulate clear processes and procedures, including but not limited to, administrative site plan review, modifications to approved site plans, nonconformities, changes of use, and processes for planned unit developments.
- Clean up any contradictions in the current Zoning Ordinance and update applicable definitions (and develop new applicable definitions) to guarantee compliance with State laws and ensure that all important terms are defined.



HOTEL LICENSE ORDINANCE

The purpose of this Chapter is to protect the health, safety, and welfare of Township residents and visitors by requiring and maintaining adequate standards for establishments providing accommodations to transients and guests within the Township. The task of administering the hotel licenses was delegated to the Planning Department.

Timeline

05/08/2024:	Adoption of the Cascade Charter Township Hotel License
6/2024 – 7/2024:	Multi- Department Administrative Policy Creation
7/2024:	Finance Creates Fee Schedule
7/29/2024:	Enforcement, Building, Fire, and public Safety finalize Inspection process
8/6-8/2024:	Public Safety delivers letters to hotels
8/8/2024:	Managers Office mails out letters to hotel owners and operators
8/15/2024:	Hotel Operators Educational Session Q & A
8/28/2024:	Fee Schedule adoption
9/2024:	Internal creation of BSA software workflow for administration and record keeping of Hotel License applications
10/1/2024:	Applications Submission Date
10/2024:	Notice of Deficiency sent to applicants
11/2024:	Hotel Review
12/2025:	Hotel Inspections
12/2025:	Final Hotel Reviews

License Issuance

The Planning Department is working with the Managers office to issue licenses for most hotels in the end of January. Overall, Public Safety has seen a decrease in criminal activity and an increase in property appearance by just participating in the license application process.

BOARDS AND COMMISSIONS

The Planning Department acts as staff liaison to the Planning Commission and the Zoning Board of Appeals. The Board of Trustees passed Ordinance 1 of 2024, which removed the administrative procedures of the Planning Commission from the Zoning Ordinance and placed it as a general ordinance. The amended ordinance also decreased the number of Planning Commissioners from nine members to seven.

Attendance

In 2024 the Planning Commission had a total of 21 meetings and the Zoning Board of Appeals had a total of 6 meetings. Below is a chart of meetings and attendance by the members. The alternate for the Zoning Board only attends when needed.

2024 Planning Commission Attendance										
	Chair Moxley	Vice Chair Rissi	Secretary Noordyke	Noordhoek	Richardson	Bruneau	Rowland	Engle	Korstange	
January 22	P	P	P	P	P	P	P	P		
February 5	P	P	E	P	P	P	A	P		
February 26	P	P	P	P	P	E	E	P		
March 4	P	E	P	P	P	E	P	P		
April 15	P	P	P	P	P	P	P			
April 22*	P	P	E	P	P	P	P			
May 6	P	P	P	P	P	P	E			
May 20	P	P	P	P	P	P	P			
June 3	P	P	P	P	P	P	P			
June 17	P	P	P	P	P	P	P			
June 26*	P	P	E	E	E	E	E			
July 1	P	P	P	P	P	P	P			
July 10*	P	P	E	E	E	E	E			
July 15	P	P	P	P	E	E	P			
August 7*	P	P	P	P	E	P	E			
August 28*	P	P	E	P	E	E	E			
September 16	P	P	P	P	P	E	P			
October 7	E	P	P	A	P	P	P			
October 21	P	P	P	P	P	E	P			
November 18	P	P	P	P	E	P	P			
December 16	P				P	P	E		P	
Attendance Total	20	19	15	17	15	13	13	4	1	

Key: P-present, A-Absent, E-Excused

Cancelled Meeting: March 18, August 19, September 4, September 18, and December 2

2024 Zoning Board of Appeals Attendance

	Chair Moxley	Vice Chair Milliken	Mead	McDonald	Berra	Puplava
February 13	P	P	P	P	P	-
March 12	C	C	C	C	C	C
April 9	C	C	C	C	C	C
May 14	C	C	C	C	C	C
June 11	P	P	P	P	P	-
June 25	P	A	P	P	P	-
August 13	P	P	P	P	P	-
September 10	C	C	C	C	C	C
October 8	P	P	P	P	P	-
November 12	P	P	P	P	P	-
December 10	C	C	C	C	C	C
Attendance Total	6	5	6	6	6	0

Key: P-present, A-Absent, E-Excused, C-Cancelled Meeting

GENERAL DEPARTMENT ITEMS

Department Changes

The 2024 calendar year started off understaffed with a zoning administrator and a part time planning and zoning administrative staff. The Planning Director position was filled in February of 2024. By May, the full-time administrative staff position was filled. The department has focused on internal processes, record retention, and utilization of digital databases.

Storm water

The adoption of the 2022 Stormwater Ordinance and hiring of full our full time Township engineer, Aric Thorne, has provided the Township with the enforcement tools to ensure that development is conducted in an orderly manner with consideration for neighboring properties, natural resources, and the impacts of erosion and pollution.

We continue to work with Lower Grand River Organization of Watersheds (LGROW) to ensure that we are taking a regional approach to stormwater management.

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/>

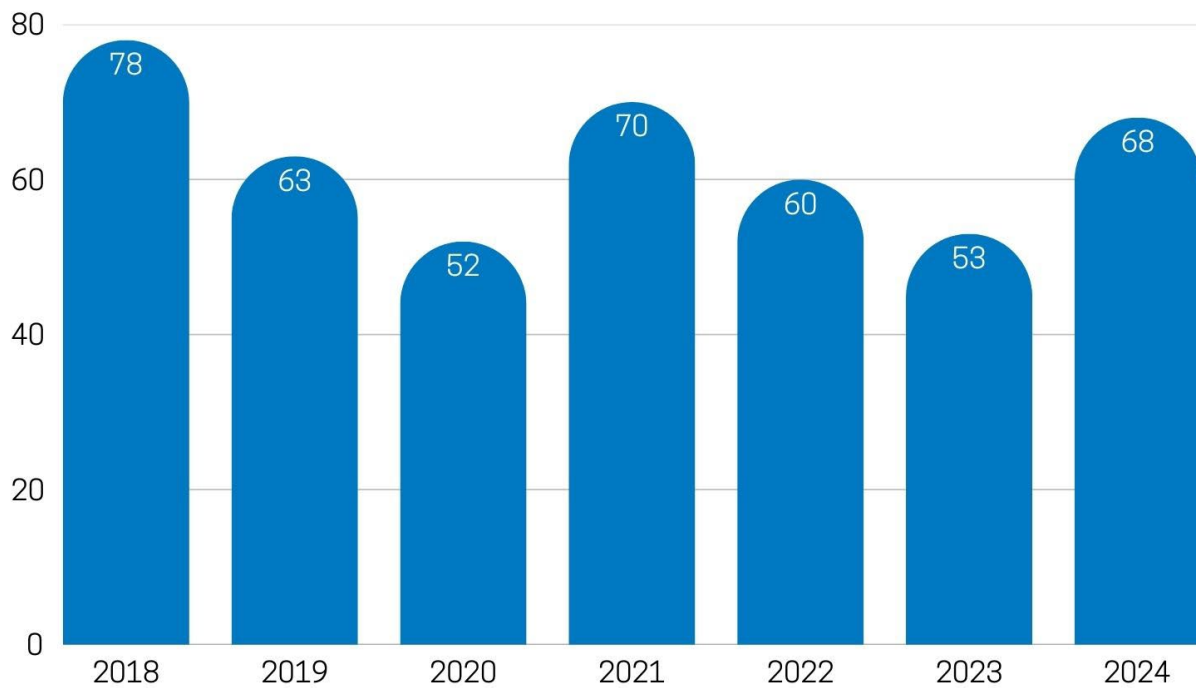
DEVELOPMENT REVIEWS

Development Reviews

In 2024, the Planning Department completed 66 formal development reviews. A total of four request from 2023 carried over into the 2024 calendar year. Similarly, a many of the projects initiated in 2024 will still be active in 2025. These reviews include those which required action by the Township Board, Planning Commission, Zoning Board of Appeals, and Planning Department. The following tables summarize the project review activities of the Planning Department over the past seven (7) years:

DEVELOPMENT ACTIVITY TOTALS

2018-2024

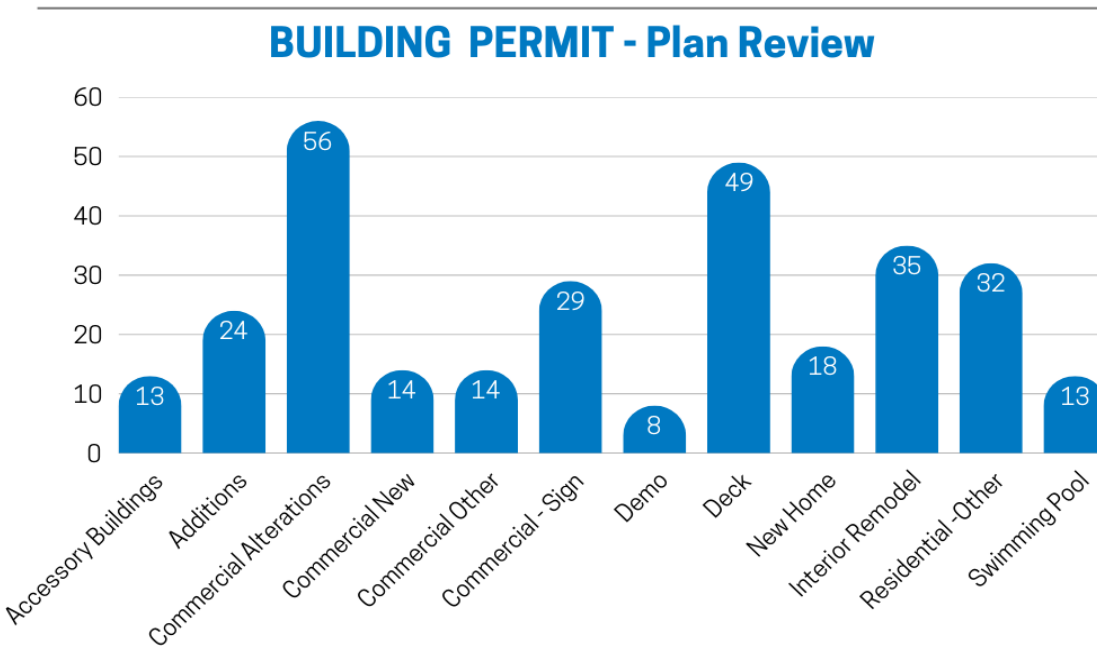


DEVELOPMENT ACTIVITIES BY TYPE 2018 -2024

Activity/Year	2018	2019	2020	2021	2022	2023	2024
Planning Commission							
Planned Unit Developments	4	4	2	4	2	2	4
Rezoning	1	0	0	0	0	1	0
Site Plan Reviews	9	3	5	6	7	5	9
Special Use Permits	19	11	10	15	13	17	13
Plat/Site Condo Reviews	0	1	1	0	0	0	0
Other Activities	3	3	0	3	2	2	2
Subtotals	36	22	18	28	24	27	28
Zoning Board of Appeals							
Variances	10	11	16	17	18	14	15
Planning Department							
Admin Site Plan Reviews	5	7	3	10	8	4	10
Lot Split (Cases)	27	23	15	15	10	9	15
Subtotals	32	30	18	25	18	13	25
TOTALS	78	63	52	70	60	53	68

Building permits

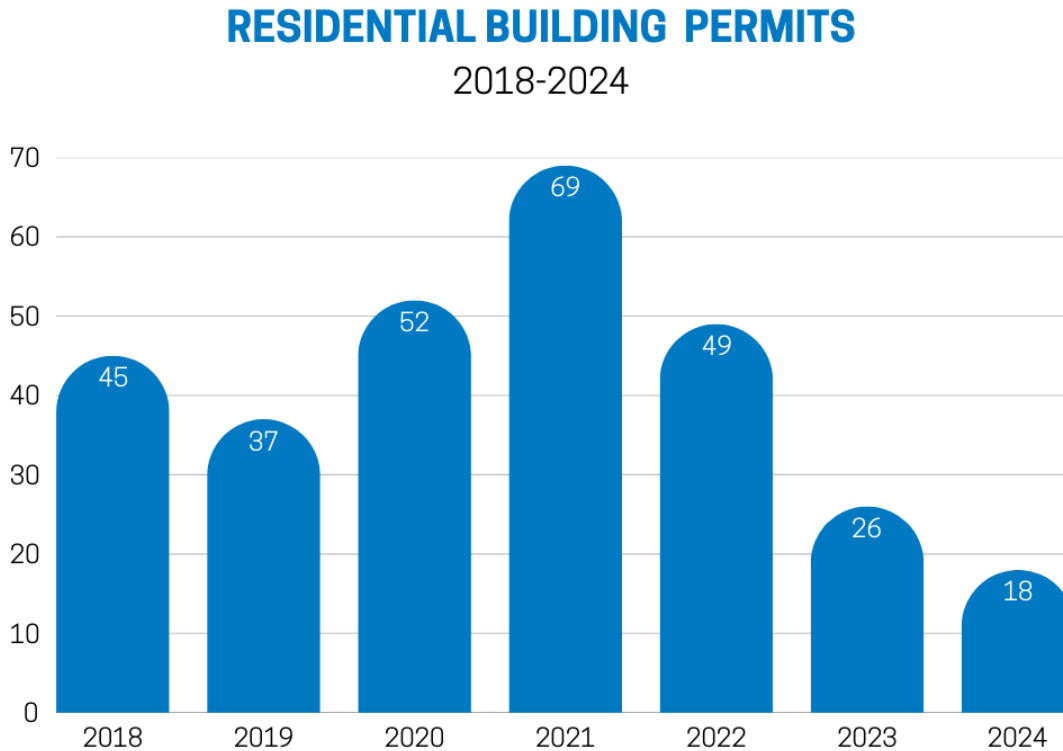
Many development projects start in the Planning Department, but that is not always the case. Some projects require minimal planning review. Therefore, as building permit applications are filed, Building and Planning work together to ensure that all require zoning regulations are reviewed and approved by Planning before the issuance of a building permit. Below is a list of planning reviews completed by the Planning Department in 2024. Please note that planning staff conducts reviews on all building permits whether there is a formal planning review conducted by Planning.



All Cascade Planning and Zoning Reviews: 305

Historical Residential Permits

Below is a chart showing the number of new residential building permits for the last seven years.



Implementation of Final Zoning Review

In addition to Planning reviews before building permits are issued, the Planning Department is now conducting final zoning reviews of development projects to ensure that final construction is consistent with the plans that were approved. This has been a joint effort between the Planning Department and Building Department to ensure that communication is fluid between both departments and all parties involved in the development process. This has been facilitated by implementing new steps and reviews within our BS&A software which has helped to keep accurate records and timelines of development. This final step of zoning review has been an integral part of ensuring that the goals and objectives of the Community are carried out.

Planning Department Updated Fee Schedule

Prior to 2024, the Planning Department had not adjusted its fee schedule since 1999. To ensure that Planning Department work related to review and administration of the Township Zoning Ordinance was placed on the developer, the Planning Department conducted a study comparing municipalities of similar size, population, and fee schedules for consistency. The time spent by staff within the department was also evaluated. The study resulted in the adoption of an updated Fee Schedule by Resolution 4 of 2024.

Case Summaries

The following pages provide a brief synopsis for each type of development request that was reviewed in 2024.

2024 Development Request

Planned Unit Developments					
Case	Applicant	Request	Location	PC Action	TB Action
24-3862	JTB Homes	Amendment to PUD-97, development of residential lots	1701 Spaulding Ave SE	Pending	
24-3843	QuikTrip	Amend PUD to allow for development of 5.79 acres of a currently vacant site for a convenience store with fueling facilities	5905 Broadmoor Ave SE	Withdrawn	
24-3836	Colin Schiefler	Amendment to PUD 33 and 67 to combine parcels and creat two new car dealerships to replace exsisting office buildings	6151, 6161, and 6157 28th St SE	Withdrawn	
24-3811	Grand Rapids Gymnastics	Amend ordinance to add a day care center in PUD-02 (Golfview Office Park)	1601 Galibraith Ave	Approved	Approved
Site Plan review					
Case	Applicant	Proposed Land Use	Location	Zoning	Action
24-3873	Adam Nelson	New truck well and loading dock and outdoor storage area for display of tiles	5085 Kraft Ave SE	PUD-50	Approved
24-3864	Grooters Land Development	Construct a 112,204sqft facility for warehousing and distribution on curently undeveloped site	5400 Internation Parkway SE	PUD-50	Approved
24-3842	Kraft Ave Partners	Constructing 128,160sqft industrial building for manufacturing with special use request for outdoor storage	5824 Kraft Ave SE	TI	Approved
24-3837	WM Brick & Stone	Landscaping company with small space for and office and outdoor storage of landscaping supplies on currently vacant lot	6103 60th Street SE	ARC	Withdrawn
24-3834	Bryne Harmon	Construct 110,000sqft industrial building	5725 & 5755 52nd St	I	Approved
24-3830	Jon Frego	Expanding exsisting warehouse and adding driveway entrance	5215 52nd St	I	Approved
24-3828	Clausen	8600 sqft expansion of esisting south building use for production	5460 Executive Pkwy SE	PUD-50	Approved
24-3827	Josh Baker	Construct 12,000sqft industrial building and additional site improvements with retaining wall with a max height of 8ft	5441 36th St	TI	Approved
23-3804	Thomas Kuiper	New office building	6660 Old 28th Street SE	B1	Approved
Special Use Permits					
Case	Applicant	Request	Location	Zoning	Action
24-3877	Engelsma Homes	Type I Special Use permit to build an accessory building over 832sqft	7320 Whispering Rdg Dr SE	R-1	Pending
24-3870	Jacob Boles	Type I Special Use permit to build an accessory building over 832sqft	4326 Cherry Ln	ARC	Approved
24-2866	Bruce Wright	Type I Special Use permit to build an accessory building over 832sqft	3895 Cherry Ln	ARC	Approved
24-3859	Cascade Carts	Store and sell golf carts on site with exsisting principal use (Oneils Body Shop)	2756 Kraft	B-2	Approved
24-3850	Lance + Kirsten Schiedel	Type I Special Use permit to build barn (2,400sqft)	8494 36th St SE	FP	Approved
24-3845	Bernie + Denise Pepin	Amend Type I Special Use permit to add 1,080sqft to garage and 462sqft to covered porch and total accessory building to 3,942sqft to 3,942	5640 Mccords Ave SE	ARC	Approved
24-3839	Alexandra Livingstone	Type I Special Use permit for a 6ft fence with 8ft gate in front yard	7140 Oak Brook Street	R2	Denied
24-3835	Andrew Somsel + Michelle Firlit	Type 1 Special Use permit for an 8-foot fence in the front yard	2549 Linda Avenue	R2	Approved
24-3826	James Rabaut	Type I Special Use permit to expand accessory building over 832sqft	2020 Devonwood Lane SE	R1	Approved

2024 Development Request

24-3824	Mary Hollister	Type I Special Use permit for 8ft fence in front yard	2303 Thronapple River Dr	R1	Approved
24-3821	Michael Goodsell	Seeking approval for a 39,250 sqft athletic club to operate in western unit of existing building	4901 28th St SE	PUD-30	Approved
24-3820	Patrick Clay	Type I Special Unit permit to build accessory building over 832sqft	8230 52nd St SE	ARC	Approved
24-3819	Doug Buttersworth	Type I Special Use permit to build an accessory building exceeding 832 sqft	5882 Cascade Rd SE	R1	Approved
Administrative Site Plan Review					
Case	Applicant	Proposed Land Use	Location	Zoning	Action
24-3876	Nick Edwards	Construction of single-use private restroom	5100 28th St SE	PUD-76	Approved
24-3870	Aalborz Chemical	Change of use for industrial building to office space, warehousing, manufacturing, and distribution	5250 52nd St	TI	Under Review
24-3868	Lakeland Pallets	Special use request for outdoor storage	3700 Kraft Ave SE	I	Approved
24-3867	Engelsma Homes	Amendment to approve drainage area for previously approved Private Drive	2825 & 2869 Terra Nova Dr. SE	ARC	Approved
24-3861	Skytron	Amendment to previously approved site plan for 50,957sqft addition to building used for warehousing and office space. Amendment reduces addition to 40,421sqft.	5085 Corporate Exchange	PUD-50	Approved
24-3855	Fast Signs of Grand Rapids	Addition of one 54ft free standing sign	3427 Kraft Ave SE	TI	Approved
24-2851	Amy Dowling	Office at property previously used as residential	2646 Kraft Ave SE	B2	Approved
24-3825	Blake Bacall	Dumpster enclosure added to existing site plan	5200 28th Street	PUD-76	Approved
24-3823	Roger Rehkopf	3,640sqft addition to existing building on west portion of site	4190 Thornapple River Dr SE	I	Approved
24-3816	Chris Keating	Parking lot expansion and reconfiguration	3400 Patterson Ave	TI	Approved

2024 Development Request

Zoning Ordinance Text Amendments					
Case	Applicant	Request	PC Action	PC Action	TB Action
24-3864	Cascade Township	Amendment to zoning ordinance pertaining to regulation of utility-scale battery energy storage and solar energy systems	Recommended approval	Recommended approval	Approved
24-3838	Cascade Township	Amend section 14.07 of the zoning ordinance	Recommended approval	Recommended approval	Approved
24-3813	Cascade Township	Amend chapter 13 of zoning ordinance	Recommended approval	Recommended approval	Approved
Carried over from 2023					
Case	Applicant	Request	Location	Zoning	PC Action
23-3808	Robert Kramer	Seeking variance to allow platted lot to be split	3590 Meadowood Trails	PUD-45	Approved
23-3799	Epique Homes	Seeking variance to build in side yard setback	3660 Cherry LN SE	FP	Approved

2024 Development Request

Zoning Board of Appeals					
Case	Applicant	Request	Location	Zoning	ZBA Action
24-3874	Engelsma Homes LLC		7320 Whispering Rdg Dr SE	R-1	Withdrawn
24-3872	John Becker	Requesting variance to build a single family residential structure in front setback	2093 Feathery Dr. SE	PUD-16	Denied
24-2871	Lakeland Pallets	Seeking a variance for reduction in minimum setback requirements for outdoor storage	3700 Kraft Ave SE	I	Approved
24-3865	Michael Valentino	Requesting dimensional variance to build addition to existing residence within front yard setback	1596 & 1598 MacNider Ave SE	R1	Approved
24-3860	Brian Esbaugh	Requesting variance to permit the construction of detached garage in front yard of lot (720sqft)	5320 McCords Ave SE	ARC	Approved
24-3856	Robert + Maria Meleca	Requesting a variance to build addition to existing residential structural within rear setback	1800 Watermark Drive	PUD-15	Withdrawn
24-3848	WM Brick and Stone	Administrative action appeal, keep property as currently zoned	6103 60th St	ARC	Withdrawn
24-3847	Kingsland Hardware	Seeking a variance to the side yard setback requirements	6579 28th Street SE	B1	Approved
24-3846	Trane Technologies	Requesting variance for reduction in minimum spacing requirement between proposed driveway and other driveways from 300 to 267 feet	5824 Kraft Ave	TI	Approved
24-3840	Jeff Asfour	Seeking a variance to maintain a nonconforming front yard setback	1325 Thornapple River Dr	R2	Approved
24-3831	Amy Dowling	Seeking a variance for a change in use from residential to B2 with nonconformities	2646 Kraft Ave	B2	Approved
24-3829	Eric Clausen	Requesting dimensional variance for expansion to existing building that exceeds the maximum height of 45ft	5460 Executive Pkwy	PUD-50	Approved
24-3812	Laurie Haveman	Seeking variance for lot reconfiguration resulting in accessory building in front yard	8960 28th St	ARC	Denied
23-3808	Robert Kramer	Seeking variance to allow platted lot to be split	3590 Meadowood Trails	PUD-45	Approved
23-3799	Epique Homes	Seeking variance to build in side yard setback	3660 Cherry LN SE	FP	Approved
Lot Split					
Case	Applicant	Parcel Numbers	Address	Number of parcels	Action
24-3875	William Bode	41-19-16-280-011 & 41-19-16-280-010	7044 Cascade Rd SE	1	Approved
24-3858	Ronald Rowland	41-19-22-485-007	4250 Whitneyville Ave SE	Reconfiguration	In review
24-3857	Peter Faber	41-19-09-176-011, 41-19-09-176-010, 41-19-09-176-009, 41-19-09-176-008 & 41-19-176-007	6761, 6749, 6731, & 6709 Burton St	Reconfiguration	Approved
24-3854	Kevin + Kerri Kuzera	41-19-26-300-073	5060 Buttrick Ave SE	1	Approved
24-3853	Ben Hemker	41-19-11-100-047	2131 Brookhaven Drive	1	Approved
24-3852	Riccardo Biella	41-19-06-451-002	1850 Spaulding Ave	1	Approved
24-3849	Engelsma Homes	41-19-22-226-012	3701 Buttrick Ave SE	3	Approved
24-3841	Larry Lowell	41-19-33-200-026 & 41-19-34-101-007	7191 Kilmer Drive SE	Reconfiguration	Approved
24-3833	Jeff + Joanne Engler	41-19-09-226-047 & 41-19-276-028	7080 Hidden Ridge & 2331 Thornapple River Drive	Reconfiguration	Approved
24-3832	Laurie Haveman	41-19-100-026, 41-19-13-100-063, & 41-19-13-100-064	3049 & 2959 Foxfire Lane SE, & 8960 28th Street SE	Reconfiguration	Approved
24-3822	Royce Slater	41-19-23-400-029 & 41-19-23-400-030	4001 & 4025 Quiggle Ave SE	Reconfiguration	Approved
24-3818	Laurie Haveman	41-19-13-100-059 & 41-19-100-058	9050 & 8960 28th St	Reconfiguration	Approved
24-3815	Gary Crosby	41-19-36-400-003	9375 60th St	1	Approved
24-3814	Kaz Dareshori	41-19-06-451-002	1850 Spaulding Ave SE		Denied
LD24002	John Halland	41-19-13-100-068	2850 Foxfire Ln SE	1	Approved

**CASCADE CHARTER TOWNSHIP
PLANNING COMMISSION**

**MONDAY, January 20, 2025
6:00 PM**

ARTICLE 10.

Other Business

Zoning Ordinance request for comments.

Presenter: Chairman Rowland



CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE • Grand Rapids, MI 49546

PLANNING STAFF MEMORANDUM

TO: Cascade Charter Township Planning Commission
FROM: Andrea Hendrick, Planning Director
SUBJECT: Zoning Ordinance Amendment Topics
MEETING DATE: January 20, 2025

Planning Commissioners,

Township Supervisor Lesperance is requesting the creation of a Zoning Ordinance Ad Hoc Committee at the January 22nd Township Board Meeting. While the Master Plan is a necessary policy-guiding document that provides the overarching community vision and land use goals, the Zoning Ordinance is an enforceable law. As such, both documents must work together to achieve a common vision. Notable portion of the Township's existing zoning language will likely be carried forward. However, there are several areas of the Zoning Ordinance in need of enhancement and clarification.

The Planning Commission plays a key role in recognizing areas where the current Zoning Ordinance requires updating or amending. Therefore, Chairman Rowland is requesting all Planning Commissioners compile a list of any issues that may need to be reviewed during the Committee meetings. We have attached two relevant documents; a comprehensive list of potential amendments compiled by the previous Zoning Administrator, and a draft memorandum from the previous planning director outlining their amendment considerations at the time.

As the Committee proceeds with their review process, Planning Commission's input on any additional items to considered is greatly appreciated. You may be aware of other emerging issues or opportunities for improvement that warrant attention beyond those outlined in the attached documents. Please review the attached documents and submit any suggestions for additional items to the Planning Department. Your practical experience and insights into our community's needs will be valuable in ensuring our zoning ordinance remains effective and responsive to current and future conditions.

Plan:

- 1-27-2025: PC submission deadline to PD
- 1-29-2025: PD will publish packet with all comments included
- 2-3-2024: Planning Commission Meeting – Planning Commission will briefly review items – the discussion will be limited to 1 hour. No development cases will be on the agenda
- PD will provide the compiled items to the Zoning Ordinance Ad Hoc Committee.



CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE • Grand Rapids, MI 49546

Thank you for your continued dedication to improving our community's zoning regulations.

Sincerely,

Andrea Hendrick
Cascade Charter Township Community Development & Planning Director

Attachments:

- Smith-Jacoby Township Potential Zoning Amendments List
- Hilbrands Cascade Charter Township Draft Amendments Memo

Potential Zoning Amendments – Madison’s ongoing list based on enforcement issues that have arisen.

- Admin procedures – what staff has permission granting power.
- Admin site plan review
- Bees/chickens/domestic animals. Decrease from 3 acres, allow in R-1 or R-2.
- Outdoor seating in B2 (have note in Ch 18 that seating area must meet setbacks?)
- Temporary buildings/storage containers – administrative approval allowed (from strategic plan)- are they allowed to be used as a permanent accessory building? Right now we don’t regulate design or material standards for an accessory building besides that in the residential it should be consistent with the look of the home.
- Definition of boat house – added.
- Definition/allowance of nursery vs. landscape operation vs. ‘in relation to a greenhouse’
- Section 20.09 – Parking Areas, Front Yard – Required Landscaping
 - Remove “Front Yard”
 - Also referenced in Section 19.20
- Accessory buildings – those under 200 sf or not requiring a building permit not to be considered one of the accessory buildings allowed/counted as one of the accessory buildings permitted on a lot up to 832 sf. I.e.. Maintenance sheds, small sheds, pergolas with solid roof?
- Fences to require zoning compliance permit with survey so encroachment is less likely.
- Setback for driveways/paving or maximum lot coverage of residential impervious surface
- More clarification around hazardous trees – will the Township really do something about this if not handled? Who gets to decide what is hazardous?
- Work with Melanie to update list of noxious weeds (bittersweet, garlic mustard, etc.)
- Scott Rissi mentions stormwater ordinance amendments that didn’t happen from being mentioned at February 2023 meeting.
- Agrotourism – and in the ARC (Specifically the request from 3295 Snow Ave – Event Space)

MEMORANDUM

To: Cascade Charter Township Planning Commission
From: Brian Hilbrands, Planning Director
Subject: Draft of Potential Zoning Ordinance Amendments
Meeting Date: May 10, 2023

As mentioned at the previous Planning Commission meeting, staff have been compiling a list of potential amendments to the zoning ordinance. These have come up through a combination of past experiences, recommendations from Planning Commissioners and others, as well as items that were brought up in the most recent Strategic Plan.

Below is a list of potential amendments, as well as a brief description of why each item is being considered. At this time staff are looking for any comments from the Planning Commission before proceeding. The next step will be to incorporate any comments from the Planning Commission as well as refine the proposed amendments.

Revisions regarding Landscape Operations:

“Landscape Operations” – to be added to the list of “non-farm uses” in the definition of Farm in Chapter 3.

Landscape Operations to be allowed by Special Use Permit in ARC (Chapter 7) and Farmland Preservation (Chapter 7a).

Landscape Operations to be added to Section 17.07(2)(j) which provides special use requirements for nurseries and greenhouses.

Reasoning – there are a number of existing operations in the ARC/FP districts that may already be considered landscape operations. The ARC/FP districts would seem to be more appropriate districts for this use than residential, industrial, or commercial districts. Some additional special use requirements may also be added to Section 17.07(2)(j).

Outdoor Eating Areas in the B-2 District

Revise Section 10.04 to allow for outdoor “café” eating areas as a use by-right instead of a requiring a special use permit.

Reasoning – this simply mirrors the text in the B-1 district. Outdoor eating areas are already very common in both the B-1 and B-2 zoning districts. They would be reviewed as part of a typical site plan review.

Temporary Structures and Uses

Revise Section 4.18(4) so that “Other Temporary Structures” are reviewed by staff instead of the Zoning Board of Appeals.

Revise Section 23.07(4) so that “Temporary Uses” are reviewed by staff instead of the Zoning Board of Appeals.

Reasoning – the ZBA have requested that staff review this section to determine if this can be done administratively. They have seen a number of these cases for shipping containers that are being used during interior remodels of large stores, and would prefer that this be a staff review. The Strategic Plan also calls for staff to review temporary uses to lessen the workload of the ZBA.

Boat House Definition:

Boat House:

A one-story accessory building located at or near the water’s edge, having direct access to the water, and with the primary use of housing a boat.

Reasoning – the zoning ordinance currently allows boat houses to be placed at the water’s edge, but does not provide a definition of a boathouse or any additional guidance on what may or may not be permitted. Staff will continue to review examples from other jurisdictions and utilize legal counsel if needed. Most likely some additional restrictions will be added to the accessory building section (Section 4.08).

Administrative Plan Review

Revise Section 21.04 to allow for the following changes to a site plan to be approved administratively:

1. Change of location or type of landscape materials.

2. Minor changes to an approved site plan which involve the addition or relocation of any of the following items:

- a. Sidewalks
- b. Refuse containers
- c. Lighting
- d. Interior driveways
- e. Signs

3. Decrease in building size from an approved site.

4. Moving a proposed building on an approved site plan no more than 10 feet or 5% of the distance to the closest property line, whichever is smaller.

5. An increase in building size that does not exceed 5,000 square feet or 5% of the gross floor area, whichever is smaller.

6. A building or structure which does not exceed 5,000 SF of gross floor area and for any use which does not require a special use permit, as provided by Chapter 15 of this Ordinance.

7. Modifications to parking lots within 10% of original size.

Reasoning – these proposed changes come directly out of the recommendations made by the Process Implementation Subcommittee. They are slightly more restrictive regarding what can be approved administratively.

Accessory Buildings

Staff will continue working on creating a comprehensive review of the ways other municipalities review accessory buildings and will come back with possible revisions that can be made.