

AGENDA
CASCADE CHARTER TOWNSHIP PLANNING COMMISSION
MONDAY, January 19, 2026
6:00PM
2870 JACKSMITH AVE SE

Public may access the meeting via video conference software Zoom

Webinar ID: 893 0165 3349

<https://us02web.zoom.us/j/89301653349>

- 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. **Disclose any Conflict of Interest**
- ARTICLE 5. **Selection of Officers**
- ARTICLE 6. **Approve the Minutes of the December 1, 2025, meeting.**
- ARTICLE 7. **Acknowledge visitors and those wishing to speak.**
(Comments are limited to five minutes per speaker)
- ARTICLE 8. **Case #25-3906 – Public Hearing**
Applicant: Daniel Pinkham
Property Address: 8178 Bolt Dr SE
Parcel Number: 41-19-11-100-052
Requested Action: The applicant is requesting a Type I Special Use Permit to allow an accessory building over 832 sf.
- ARTICLE 9. **Case #25-3911 – Public Hearing**
Applicant: R’s Post Frame LLC
Property Address: 8375 36th St SE
Parcel Number: 41-19-14-300-028
Requested Action: The applicant is requesting an Amendment to a previously approved Special Use Permit.
- ARTICLE 10. **Planning Commission Annual Report**
- ARTICLE 11. **Acknowledge visitors and those wishing to speak.**
(Comments are limited to five minutes per speaker)
- ARTICLE 12. **Other Business**
- ARTICLE 13. **Adjourn**

CASCADE CHARTER TOWNSHIP

PLANNING COMMISSION

**MONDAY, January 19, 2026
6:00 PM**

ARTICLE 5.

Selection of Officers



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: 2026 Planning Commission Officer Selection
DATE: January 12, 2026

Planning Commissioners,

This memorandum explains the process for selecting Planning Commission officers (Chair, Vice Chair, and Secretary) using the **Planning Commission Bylaws** adopted February 26, 2024, and **Robert's Rules of Order**, which govern meetings unless the Bylaws state otherwise. Officers must be selected annually at the first meeting of the year. Officers serve for one year and are limited to two consecutive terms. Apart from the number of years that can be served consecutively, there are no restrictions on how many times a member can serve.

Eligible Members

- Chairman Rowland and Vice Chairman Kraemer are both currently serving their first year.
- The Township Board Member cannot serve as an officer.
- All Planning Commissioners, except Treasurer Korstange, are eligible for any positions.

Process

1. Nominations

- The Chair opens nominations for each office.
- Any commissioner may nominate themselves or another member.
- No second is required for a nomination.
- Nominations remain open until no further names are offered.
- The Chair closes nominations.

2. Vote

- Vote is normally by voice vote unless a roll-call vote is requested.
- Members may only vote for one nominee for each office.
- A majority of those present and voting wins.
- In the case of a tie, another round of voting between the tied candidates will occur.
- Voting continues until one person receives a majority vote.

After the selection of officers, the elected chair will preside over the remainder of the meeting.

Thank you,

Andrea Hendrick, Cascade Charter Township Planning Director

Attachment: Planning Commission Bylaws

CASCADE CHARTER TOWNSHIP

PLANNING COMMISSION

**MONDAY, January 19, 2026
6:00 PM**

ARTICLE 6.

Approve the Minutes of the December 1, 2025 Meeting

MINUTES
CASCADE CHARTER TOWNSHIP PLANNING COMMISSION
MONDAY, December 1, 2025
6:00 pm
2870 JACKSMITH AVE SE

ARTICLE 1. Vice Chair Kraemer called the meeting to order at 6:00 pm.
Members Present: Korstange, Kraemer, Rowland, Cribbs, Madiol
Members Absent: Rowland (excused)
Others Present: Andrea Hendrick, Community Planning and Development Director (Director); Leslie Abdoo Legal Counsel, Nick Govan Planning Administrative Assistant; and others listed on the sign-in sheet.

ARTICLE 2. Pledge of Allegiance to the Flag

ARTICLE 3. Approve the current Agenda

Motion was made by Treasurer Korstange to approve the current agenda. Supported by Member Cribbs. Motion carried unanimously.

ARTICLE 4. Disclose any Conflict of Interest

There were no conflicts of interest.

ARTICLE 5. Approve the Minutes of the November 3, 2025 meeting.

Motion was made by Member Madiol to approve the November 3, 2025 meeting minutes. Supported by Treasurer Korstange. Motion carried unanimously.

ARTICLE 6. Acknowledge visitors and those wishing to speak.

There was no one wishing to speak.

ARTICLE 7. Case #25-3899 – Public Hearing – Tabled

Applicant: Daniel Woods

Property Address: 8300 Cascade Rd. SE

Parcel Number: 41-19-26-126-013

Requested Action: The applicant is requesting a Type I Special Use Permit to build an accessory building over 832 sf.

Director Hendrick presented the application tabled from November 3rd. The applicant requested a 1,500 square foot accessory structure. Following previous suggestions to decrease size, height and relocate, the applicant provided two options: Plan A (barn-style, 27 feet high with 16-foot side walls) and Plan B (lower height, 21 feet high with 14-foot side walls). Both remained 1,500 square feet. She noted that the location of the structure had moved from the northeast front corner to the southwest and rear yard of the property, meeting setback requirements.

Staff analysis of previously approved R-1 Special Use Permits for accessory structures with similar one-acre lots and principal structures of roughly equivalent sizes, showed this structure to be significantly larger. Staff recommended denial based on potential negative impacts on adjacent properties.

Vice Chair Kraemer confirmed with staff that the Special Use Permit was based solely on square footage; staff confirmed this.

Daniel Woods, the applicant, addressed the Commission stating he moved the

building to the backyard as suggested at the previous meeting and provided two options with Plan A being his preference.

Treasurer Korstange sought clarification on square footage, initially thinking the barn structure was 1,800 square feet. Mr. Woods confirmed both options were 1,500 square feet. Treasurer Korstange confirmed the relocation from the east side to the west side of the home, in the back corner, and that the barn-style option was approximately 27 feet high.

Treasurer Korstange asked about road commission approval for the driveway. Mr. Woods confirmed the Road Commission approved his driveway plans and had the site plan.

Member Madiol asked whether neighbors to the west had been made aware of the location change. Mr. Woods indicated he had not spoken with them since the last meeting but could obtain a letter of support from them if it would be helpful.

Motion was made by Treasurer Korstange to open public hearing. Supported by Member Madiol. Motion carried unanimously.

There was no one wishing to speak.

Motion was made by Treasurer Korstange to close public hearing. Supported by Member Cribbs. Motion carried unanimously.

Treasurer Korstange was happier with the new location and lower height option but also recalled discussing a smaller footprint at the previous Planning Commission meeting. Vice Chair Kraemer felt several factors were met, noting the area's character with large pole barns on adjacent properties. He did not find the size difference perceptible at the new location and supported approval.

Treasurer Korstange stated height was a significant factor for her, affecting neighboring sight lines. She felt there was a big difference between a 22-foot building versus a 27-foot building in terms of what neighbors could see. She did not think people generally move to an R-1 district expecting to see a big two-story barn next door. Member Cribbs agreed the new location was acceptable with appropriate height. Member Madiol appreciated the quick turnaround and supported a compromise on the lower height option.

Motion was made by Vice Chair Kraemer to APPROVE Case Number 25-3899, for a Type I Special Use Permit for a 1,500 square foot residential accessory structure at 8300 Cascade Rd SE for the Plan B Building, based on findings in the staff report and as discussed on the record, with the following conditions.

- 1. The building shall not be used for a living space or to operate a business.**
- 2. Outdoor lighting meets the lighting standards of the Cascade Charter Township Zoning Ordinance.**
- 3. An approved driveway permit from the Kent County Road Commission is provided before issuance of a building permit.**

Supported by Member Madiol.

Motion carried 3-1.

Yeas: Kraemer, Madiol, Cribbs

Nays: Korstange

ARTICLE 8.

Case #25-3901 – Public Hearing – Tabled

Applicant: Durk Martin

Property Address: 7890 36th St. SE

Parcel Number: 41-19-22-226-004

Requested Action: The applicant is requesting a Type I Special Use Permit to build an accessory structure in the front yard.

Director Hendrick presented the application tabled from November 3rd. She noted the proposed structure is approximately 20 by 30 feet and does not exceed 832 square feet, so size is not an issue in this case; the primary concern was the requested front yard location. Staff recommended denial based on the opportunity to build in the rear yard, though acknowledged approval standards were difficult to meet given the property constraints. She noted this new plan would remove the backyard pool to allow the building a larger setback from Oak Apple Ave.

Vice Chair Kraemer asked about front yard versus rear yard classification on corner lots. Director Hendrick explained that, with a corner lot, there are two front yards; in this case, the west and north sides are considered front yards, each requiring 35-foot setbacks. The front yard is defined by the front setback for the principal structure on both street-facing sides.

Vice Chair Kraemer clarified the 35-foot measurement was from the property line and confirmed that, if the structure moved back (east) approximately 10 feet, it would be compliant and would not need special approval.

Durk Martin, the applicant, addressed the Commission. He explained that an easement runs through his property. He showed the plan to his neighbors and said they all indicated it was fine and they would not disapprove. He said he also addressed concerns from neighbors across the road, north of 36th St., who initially thought the structure would be in their front yard, but were satisfied upon learning it would be located on Oak Apple Ave.

Mr. Martin explained that, at 70 years old, he did not want to walk down the steep hill on the backside of his property where the structure could be located without a Special Use Permit. He noted alternative locations would require significant tree removal, excavation, and retaining walls. The proposed location would be right where the driveway starts for two neighbors, so they would only see the shed when coming down their driveway, not from their houses.

Vice Chair Kraemer expressed sympathy for the unique character of the property with the easement running through it. He asked how difficult it would be to move the structure 10 feet to the east. Mr. Martin explained that it would place it directly in view of the kitchen and dining room windows where the pool is currently visible, destroying the property flow and impacting resale value.

Motion was made by Member Korstange to open public hearing. Supported by Vice Chair Kraemer. Motion carried unanimously.

There was no public comment received.

Motion was made by Vice Chair Kraemer to close public hearing. Supported by Treasurer Korstange. Motion carried unanimously.

Treasurer Korstange stated she had no problem with the request. She felt the applicant's drain field and topography considerations were significant factors. She

agreed the alternative rear yard location would require extensive grading and tree removal. She believed this would upset neighbors more than the proposed front yard location and was comfortable using the topography and tree removal factors as justification for approval. The structure was below the 832 square foot threshold, on a private street, and would match the home.

Vice Chair Kraemer agreed with Treasurer Korstange's assessment. While topography did not make rear yard placement impossible, it would be highly undesirable. He was comfortable citing the grading and tree removal factors to support approval. He supported productive use of property when factors could be met to fit within the standards.

Motion was made by Treasurer Korstange to APPROVE case number 25-3901 for a Type I Special Use for a residential accessory structure located in the front yard at 7890 36th St SE for the following reasons:

- 1. Due to the topography and drain field location, constructing an accessory building in the rear or side yard of the proposed development would require extensive grading and tree removal which would significantly change the landscape and views of the neighborhood and be detrimental to the natural features of the property.**

And with the following condition:

- 1. A new survey conducted by a licensed surveyor is provided, dated no earlier than 2025, and contains all existing structures, proposed structures, well/septic locations and easements.**
- 2. The accessory building shall not be used as a home occupation.**
- 3. Outdoor lighting must adhere to the Cascade Township standards; shielded or downcast, not creating glare for neighbors.**

Supported by Member Cribbs.

Motion carried unanimously.

ARTICLE 9. Case #25-3902 – Public Hearing – Tabled

Applicant: Trang Huynh

Property Address: 5138 Thornapple River Dr. SE

Parcel Number: 41-19-28-400-028

Requested Action: The applicant is requesting a Type I Special Use Permit to allow an accessory structure in the front yard.

Director Hendrick presented the application for a 21-foot-tall statue, in the front yard, at 5138 Thornapple River Dr, in the ARC district, on a 2.2-acre property. She noted the existing structure was installed based on previous verbal communications with former staff but never received formal approval. It was noted that, while working with the applicant, questions arose regarding whether the property operated as a religious institution. Staff mentioned the applicant attested that gatherings were under 50 people, below the special use permit threshold. Director Hendrick made sure to point out that the current request focused solely on the front yard accessory structure.

Director Hendrick noted that, in discussion with the applicant, staff proposed moving the statue back approximately 200 feet from the right-of-way. While it could be located in the rear yard, meeting all requirements, the applicant indicated religious reasons for front yard placement.

Staff recommended approval with conditions for landscaping. Director Hendrick believed the large parcel size and 200-foot setback made this

appropriate. Any enforcement issues regarding religious institution operations inconsistent with residential use would continue to be monitored separately.

Treasurer Korstange asked for clarification on whether this was a religious institution. Legal Counsel Abdo explained that religious institutions with gatherings over 50 people must obtain a special use permit in this zoning district. The enforcement of underlying land use was being worked through separately to determine if operations were as a religious institution. The applicant advised they were not operating as a religious institution. Legal Counsel clarified these were separate issues. The current request was simply for the structure, which constituted a fixed monument, requiring approval as an accessory structure. The underlying use was a separate enforcement matter.

Member Madiol asked if this came to the Commission prior to installation. Director Hendrick explained that there was an enforcement issue in 2024, at which point the applicant noted there was a conversation with the previous zoning administrator saying the statue was fine. However, there was no formal approval for a statue of this specific location and 21-foot height.

Vice Chair Kraemer asked Legal Counsel whether religious reasons for front yard placement were relevant considerations under special use permit standards. Legal Counsel Abdo explained that special use factors typically focus on property difficulties such as dimensional constraints or topography. When dealing with religious land uses, RLUIPA (Religious Land Use and Institutionalized Persons Act) protects religious institutions and individuals from zoning enforcement that would substantially burden religious practices. The question would be whether placing the statue in the backyard would substantially burden their exercise of religion. This would be relevant if there was a challenge to the Township's decision requiring backyard placement. However, whether this was a factor for special use permit standards was not particularly relevant to the specific approval criteria. Legal Counsel emphasized that the Commission's decision should focus on accessory structure standards, keeping the underlying use question separate.

Ms. Huynh, the applicant, explained that, before ordering the statue, she visited the township to ask for a permit and was told a 21-foot statue in the front yard was acceptable. Based on this informal approval, she, her family, and friends contributed approximately \$100,000 to order and ship the statue from Vietnam. She did not realize she needed to notify the township again before the statue arrived and was installed.

Treasurer Korstange asked why the statue could not be in the backyard.

Ms. Huynh responded that they are Buddhist and would like to have the statue in front of the house for peace and luck according to their religion. Backyard placement would be bad luck according to their religious beliefs. When asked by the township, they agreed to move the statue closer to the house.

Ms. Huynh explained that weekly Sunday gatherings involved six to seven family members for prayer and meditation. Twice yearly, for Mother's Day and Father's Day celebrations, they invite approximately 20 to 30 people.

Motion was made by Treasure Korstange to open public hearing. Supported by Vice Chair Kraemer. Motion carried unanimously.

Amy Riebel (5090 Thornapple River Dr.) confirmed her concern was originally about the height, but after listening to the case so far, it met that standard, so she could not argue about height. She expressed frustration about ongoing property changes that appeared to transform it into a place of worship. On certain Sundays, traffic extended to the road with parking along Thornapple, creating safety hazards. A parking lot suggested gatherings exceeded six or seven people. She could hear excess noise and music from inside her house two houses away. She felt if the property was a house of worship requiring a special use permit, they should obtain one. The statue changed neighborhood character and felt like seeing the back of someone's garage or roof. She felt the backyard would be most appropriate location for the statue, per ordinance, and that ordinances should be applied evenly to all.

Thomas Natale (1995 Forest Shores) explained he owns acreage surrounding the property on northside. He provided context that the house was originally a single-family home with no meeting hall or parking lot. After the 2024 purchase, the applicant installed a double-door entry in the garage to create a meeting hall, later expanding it. He noted the statue went up this year with a two-foot concrete base and questioned if the statue was checked for height compliance. He also noted the parking lot, driveway, and sometimes Thornapple River Dr were full of cars during gatherings. Mr. Natale stated his major concern was sanitation, he runs animals on both sides of the property and with 20-30 people gathering all day, he did not want septic seepage reaching his pastures and exposing his animals.

Motion was made by Treasurer Korstange to close public hearing. Supported by Member Cribbs. Motion carried unanimously.

Director Hendrick provided clarity on enforcement history. In 2023, there was a sign enforcement issue. She described a letter sent by the previous zoning administrator stating that the statue was acceptable, but there were no plans or height referenced. She also noted that it was not a formal approval document. The township had been working through use issues since 2023, including a 2024 building permit application for a house addition. Building permits were requested for various improvements including drainage, parking area, and house additions, but the statue did not have a permit.

Member Madiol asked about the two-foot concrete base and whether total height exceeded the 22-foot limit. Director Hendrick confirmed height is measured from average grade, not from the top of a concrete pad or base, and that this would need verification if approved.

Treasurer Korstange emphasized that the total height remaining within the allowed 22 feet measured from average grade should be a condition of approval.

The Planning Commission deliberated and discussed the addition of evergreen screening between the road and statue, which was agreeable to neighbors that provided public comment previously. Staff noted the Planning Commission could make sufficient landscaping a condition of approval.

Motion was made by Treasurer Korstange to APPROVE Case Number 25-3902 for a Type I Special Use Permit for a residential accessory structure

located in the front yard at 5138 Thornapple River Dr. SE for the following reason:

1. The accessory structure is setback a minimum of two hundred (200') feet from the Right-of-Way and does not significantly change the landscape and views of the neighborhood.

And with the following conditions:

1. A Building Permit shall be obtained from the Cascade Township Building Department, meeting all applicable requirements within the Township's Building Code.
2. Adequate landscaping shall be added to the front yard to screen the structure from the road Right-of-Way.
3. A landscape bond that the Planning Department deems appropriate, be provided to the Township to ensure the landscaping is installed.
4. The maximum height of the structure is 22 feet, measured from grade.

Supported by Vice Chair Kraemer.
Motion carried unanimously.

ARTICLE 10.

Case #25-3906 – Public Hearing

Applicant: Daniel Pinkham

Property Address: 8179 Bolt Dr. SE

Parcel Number: 41-19-11-100-052

Requested Action: The applicant is requesting a Type I Special Use Permit to allow an accessory building over 832 sf.

Director Hendrick presented the application for a 3,200 square foot accessory structure on a 2.2-acre ARC lot with a 2,900 square foot home built in 2022. The proposed structure would house a pickleball court. She noted properties to the south and west consisted of large agricultural lots; properties to the east and north were smaller residential lots around two acres. One letter of opposition was received from the neighbor to the north. Staff recommended denial based on structure size relative to the neighborhood, though the Commission had discretion to determine appropriateness.

Vice Chair Kraemer confirmed with staff that, under proposed zoning, the maximum allowed accessory building size would be 1,500 square feet, making this proposal double that size. Staff confirmed that the proposed zoning ordinance did allow for 1,500 square feet.

Daniel Pinkham, the applicant, explained that an indoor pickleball court requires a minimum of 1,800 square feet. At 3,200 square feet they could also accommodate storage, a basketball hoop, tractor, and lawn mowers. He mentioned that he could work within 2,400 square feet if that addressed concerns of size. He was willing to move the building further west toward the house and add screening trees.

Regarding noise, he noted an indoor, insulated, heated building would sound better than outdoor courts. His northern neighbor was the only true adjacent neighbor; the eastern neighbor was approximately 450 feet away.

Vice Chair Kraemer stated that the aerial image appeared to have significant tree cover, but asked for clarification on if the existing site had tree cover.

Pinkham stated that most trees on the site had been cleared and that there were no true screening trees on the site.

Treasurer Korstange noted a pickleball court is 20 by 44 feet (880 square feet), so 3,200 square feet could accommodate three courts with surrounding space. She questioned whether the proposed zoning ordinance should have the same 1,500 square foot limit for ARC districts as R-1 residential, suggesting ARC should potentially have different accessory structure standards given different the different character of the district.

Pinkham stated that the location of the building on the site was limited to the east side of the property based on the drain field's location.

Motion was made by Treasurer Korstange to open public hearing. Supported by Vice Chair Kraemer. Motion carried unanimously.

There was no public comment received.

Motion was made by Treasurer Korstange to close public hearing. Supported by Member Cribbs. Motion carried unanimously.

Vice Chair Kraemer made mention of the applicant's son and his son being on a rowing team together, in case this could be considered a conflict of interest. Staff and legal counsel confirmed this would not be and that conflicts of interest only relate to monetary relationships.

Treasurer Korstange stated that the accessory building as presented was likely too big, in her opinion. She suggested that this item should be postponed allowing the applicant to come back with a smaller building, located closer to the home to accommodate the neighbor, and provide landscape screening. She asked that the applicant provide a plan for review by the Planning Commission.

Member Madiol agreed with Treasurer Korstange.

Pinkham stated that this process was exploratory for him. He asked the Planning Commission if the plan included a smaller building that addressed the line of site issue and provided screening, would there be a general consensus from the Planning Commission that the plan could move forward.

Treasurer Korstange stated that she would be more comfortable with 2,000ish square feet based on the acreage of the property.

Vice Chair Kraemer stated that he wanted to give clear directions. He stated that Chairman Rowland was not present at the current meeting but speculated that he would likely say the building is too big. Vice Chair Kraemer stated his answer to the applicant's question was yes but stated that the proposed structure should be more consistent with prior approvals to increase the applicant's chance of approval.

Pinkham stated that the list looked challenging to him to get to his desired square footage.

Vice Chair Kraemer asked if there was a more expansive prior approval list.

Director Hendrick clarified that the Planning Commission had two list, one with Agricultural Rural Conservation (ARC) parcels between 2 and 3 acres and another, more expansive list of prior approvals.

Vice Chair Kraemer stated that he appreciated that the applicant is willing to revise his plans to accommodate the Planning Commission feedback.

Member Cribbs discussed the possibility of a 34 by 64 foot structure would create a structure closer to 2,200 sf.

Vice Chair Kraemer stated that it looked great, but he couldn't just approve it because it looks cool.

Treasurer Korstange stated that the Planning Commission choosing to not deny it, was because she wanted to allow the applicant the chance to utilize the approval process of the current Zoning Ordinance.

Vice Chair Kraemer summarized that the Planning Commission's main concerns were the size of the building in relation to the house, lot, and zone district. He requested that the applicant bring the plan closer to the past approvals and address the neighbor concerns.

Pinkham stated that the building would be attractive and match the construction quality of the principal building.

Motion was made by Vice Chair Kraemer to POSTPONE Case Number 25-3906 until the January 19th, 2026, Planning Commission meeting, to allow the applicant to resubmit materials.

Supported by Treasurer Korstange.

Motion carried unanimously.

ARTICLE 11. Acknowledge visitors and those wishing to speak.

There was no one wishing to speak.

ARTICLE 12. Other Business

There was no other business to discuss at that time.

ARTICLE 13. Adjourn

The meeting adjourned at 8:15 pm.

Respectfully submitted,

Andrea Hendrick, Community Planning and Development Director, Recording Secretary

CASCADE CHARTER TOWNSHIP

PLANNING COMMISSION

**MONDAY, January 19, 2026
6:00 PM**

ARTICLE 8.

Case #25-3906 – Public Hearing

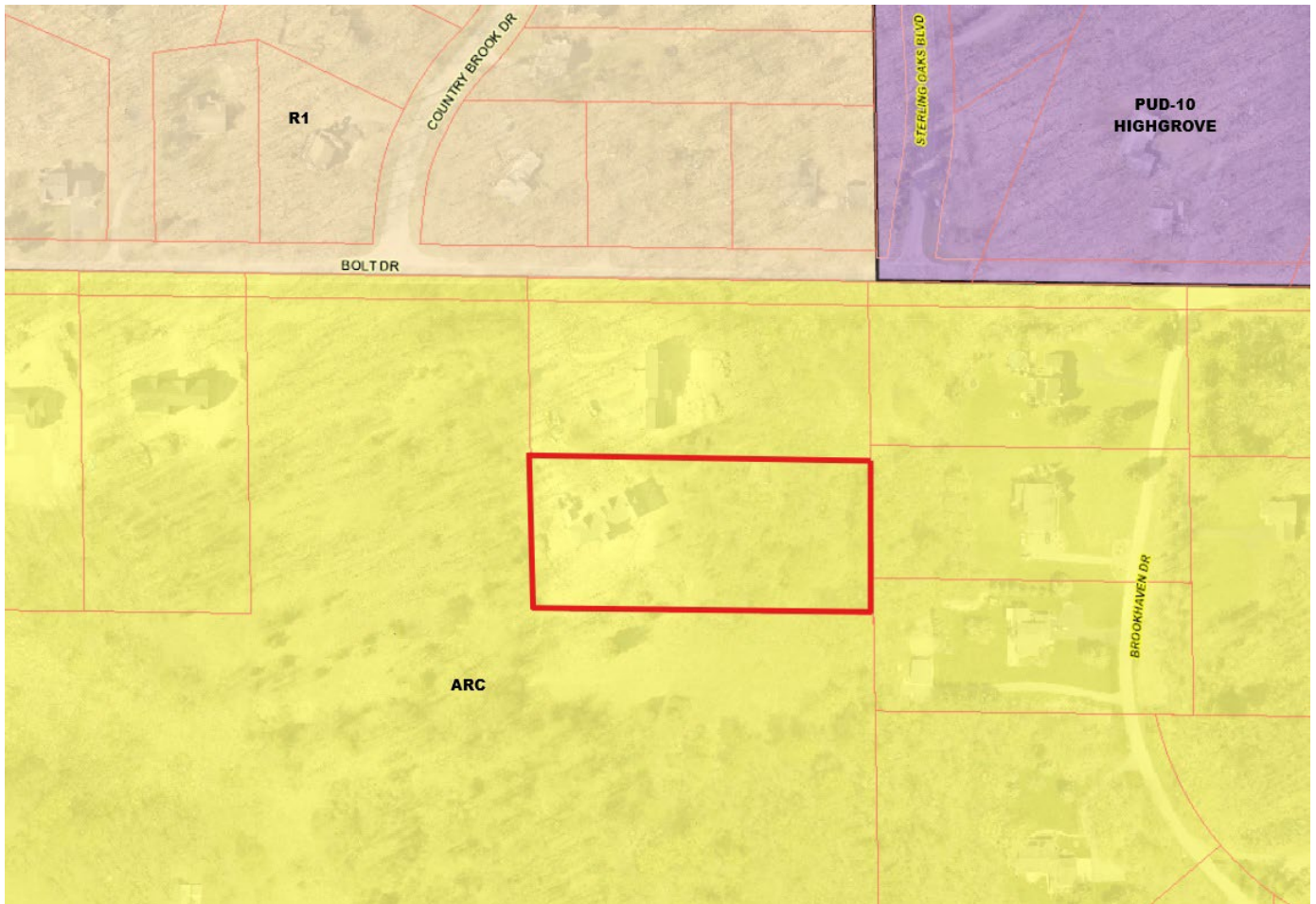
Applicant: Daniel Pinkham

Property Address: 8178 Bolt Dr SE

Parcel Number: 41-19-11-100-052

Requested Action: The applicant is requesting a Type I
Special Use Permit to allow an accessory
building over 832 sf.

PARCEL & ZONING MAP





CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE • Grand Rapids, MI 49546

PLANNING DEPARTMENT STAFF REPORT

STAFF REPORT: Case # 25-3906
REPORT DATE: January 5, 2026
PREPARED FOR: Cascade Charter Township Planning Commission
MEETING DATE: January 19, 2026
PREPARED BY: Andrea Hendrick, Community Planning & Development Director

APPLICATION SUMMARY:

APPLICANT: Daniel Penkham
ADDRESS: 8178 Bolt Drive
PARCEL NUMBER: 41-19-11-100-052
REQUESTED ACTION: Seeking a Type I Special Use permit to allow an accessory building over 832 sf.
REQUIREMENTS: Section 4.09 Accessory Buildings – Residential
Section 17.03.1 Type I Special Use Permit
EXISTING ZONING: ARC, Agriculture Rural Conservation
GENERAL LOCATION: The subject site is located along the south side of Bolt Drive, east of Buttrick Ave, and west of Grand River Dr. The site is accessed by a private easement through the property to the north. The surrounding lots are all single-family residential dwellings units.
PARCEL SIZE: 2.3 acres
EXISTING LAND USE: Residential
ADJACENT PROPERTIES: N: ARC, Agriculture Rural Conservation – Small lot residential
W: ARC, Agriculture Rural Conservation – Large 40-acre lot
S: ARC, Agriculture Rural Conservation – Large 40-acre lot
E: ARC, Agriculture Rural Conservation – Small lot residential

PROPERTY HISTORY

This item is tabled from the December 1st Planning Commission to allow the applicant to decrease the size of the proposed accessory building and provide updated plans that include proposed screening trees.

The current site has a single-family residential dwelling built in 2022 with an attached garage. The principal structure has a floor area of 2,980 sf with a three-stall garage area of 1,072 sf. The footprint of the home is +/- 3,190 sf for the primary structure. There are no other structures located on the site.

The principal structure and driveway are located on the west side of the property. The home was constructed on a roughly 45-degree angle with the front of the home facing northwest. The home directly adjacent to the north and the subject property have parallel driveways off Bolt Dr. roughly 8-10 feet apart from each other located on 8166 Bolt Dr. After roughly 60 feet, the driveway for the neighbor's property curves right to the garage of the neighbor's home, which faces west on the property.



PROPOSED USE

The applicant is requesting Type I Special Use Permit approval to construct a detached accessory structure on the residential lot. The proposed building is 2,592 sf and has a 680 sf covered porch. This results in a **total building footprint of 3,272 sf**. The building also includes a 157.73 sf loft space in the interior. This results in a **total floor area of 2,749.73 sf**. The proposed use of the building is for an indoor pickleball court and other indoor sporting activities. The proposed location of the structure will be on the east side of the property behind the principal structure. The proposed building is angled similar to the house with the overhead door facing northwest and a man door facing the southwest side of the building.

The applicant has slightly modified the site plan, and added a light green rectangle indicating the location of proposed landscaping. The following narrative of the proposed landscaping was provided by email.

“The current landscape plan would include a small berm and a row of evergreens 8 - 10’ tall planted on top of the berm and stretching across the 36 ft width. We would position them between the building and the property line to maximize the screening of the building from the neighborhood to the north.”

Per the applicant's submitted plan, the structure will be located at least 60 feet from the north, east, and south property line. The height of the structure is 20 ft 6 in. Therefore, it is compliant with the setback requirements for accessory structures between 19 and 22 ft in in height.

SECTION 4.09

The subject parcel is 2.3 acres. Therefore, only one accessory building is allowed for this parcel. Only one accessory structure is proposed and no other accessory structures are present on the parcel.

Table 4-2: Accessory Buildings-Residential, Number	
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)	

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
<i>Upon review of each Type I special use permit request for an accessory building in excess of 200 square feet, or a detached private garage in excess of 832 square feet, the Planning Commission shall consider the following:</i>	
1) The intended use of the building.	The proposed use of the accessory building is for an indoor pickleball court. The applicant also states that other sporting activities will take place inside the building. Activities will be limited to friends and family of the residents of the home. The intent of the building is typical of other requests for larger structures requesting Type I Special Uses such as gyms or family recreation areas. This standard is consistent with other approved buildings.
2) The proposed location, type and kind of construction and general architectural character of the building.	The proposed accessory building appears to be a metal pole barn with a traditional shingled roof. The building has several windows throughout and is accessed through an overhead door with transparent glass, and a man door on the side of the structure. While the material is not the same as the siding for principal structure, it appears to be compatible.
3) The size of the building in relation to the house, lot, and zoning district.	The subject lot is the minimum size allowed for an parcel located in the Agricultural Rural Conservation (ARC) Zone District. While the property surrounding the subject parcel on the south and west boundary is slightly less than 20 acres in size, the adjacent parcels on the north and east are also roughly the minimum lot size for the Zone District. Additionally, Bolt is the boundary of the R1 Zone District to the north, with residential parcels as small as 40,000 sf. In reviewing 15 years of Type I Special Use permits on parcels between 2-3 acres in the ARC, only one was approved for a structure as large as the principal structure. That parcel was located in the southeast corner of the Township adjacence to the Farmland Preservation Zone District. The proposed structure is larger than the previously presented structure and larger than the principal structure including the attached garage.

	<p>Accessory footprint to principal footprint ratio: <u>102%</u></p> <p>The proposed structure is significantly larger than previously approved buildings on lots of a similar size. Additionally, the proposed building in relation to the house is considerably large. The size of the proposed structure is not compatible with the size of other accessory structures in the Zone District, the home, or the subject lot.</p>
<p>4) The type and kind of principal and accessory buildings and buildings located on properties which are adjoining and in the general area.</p>	<p>A review of aerial images in approximately ½ radius surrounding the subject property revealed very few properties with large accessory structures. Notable structures include a 2,000 sf structure at 2131 Brookhaven, which appears to be used for the keeping of animals, and multiple accessory buildings located on the adjacent 20 acre parcel, address 2150 Buttrick. These structures appear to be more agricultural in nature. Furthermore, review of the inventory of previously approved accessory structures on ARC parcels around 2.2 acres</p>
<p>5) The topography and vegetation in the area.</p>	<p>The subject site gradually slopes downward from the north east side of the parcel towards the existing house. This may help to mitigate visual impact on surrounding properties. The submitted site plan indicates that the accessory structure will be placed east of the principal building. The applicant has indicated that the site is mostly open with two mature cherry trees they intend to keep. Landscaping will be added around the proposed building. The topography and vegetation of the site may mitigate some negative impact on adjacent properties.</p>
<p>6) Whether the proposed building will affect the light and air circulation of any adjoining properties.</p>	<p>The proposed building meets the setback requirements. While the lot is the minimum lot size for the ARC Zone District, the size of the lot and distance from the property line will likely prevent the structure from the light and air circulation of adjoining properties.</p>
<p>7) Whether the proposed building will adversely affect the view of any adjoining property owner or occupant.</p>	<p>The proposed accessory structure is over double the size of the minimum floor area for a residential dwelling in the Township. The structure will adversely affect the views of adjoining property owners and occupants. Furthermore, the adjacent neighbor to the north has submitted a letter of opposition voicing concern about the visual impact this structure will have.</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 applicant has indicated that no proposed vehicle access is proposed. The applicant currently accesses their home through an access easement explained in the property history above. The proposed accessory building access would likely be on the north side of the principal structure between the building and the north property line. It appears that there is adequate room for a drive or pathway as the applicant has indicated. This factor does not appear to have significant weight either for or against the proposed structure. Since this application is asking the Planning Commission is considering an increase in the allowed size of the structure, the impact of the access to the proposed structure would likely not change if the 3,200 sf structure were approved, or if the applicant built an 832 sf accessory structure by right. The point of access seems to not have a major impact in this case.</p>
--	---

NEIGHBORS COMMENTS

The neighbor directly to the north of the subject property sent a letter in opposition to the first proposed accessory building. The neighbor to the north has received a copy of the most recent plan and provided additional comments in opposition to the proposed structure. Please see the attached email from the resident of 8166 Bolt Dr. SE.

RECOMMENDATION

At the December 1, 2025, hearing, the Planning Commission postponed this request with directions to the applicant to modify the plan to address the following items:

- Decrease the size of the building
- Address the line of site issue with the landscaping buffer

The updated plans do not address the request of the Planning Commission.

The challenges caused by the size of the structure in relation to the lot and home, as well as the visual impact to adjacent neighbors, paired with the lack of changes in previous plan cause Staff to recommend that the Planning Commission **DENY** the request for a 3,272 sf accessory building. Staff recommends the following motion:

Motion to DENY Case #25-3906 for a Type I Special Use Permit for a 3,272 sf accessory structure at 8178 Bolt Drive SE based on the following findings:

1. The scale of the proposed building in relation to the house, lot, and zoning district is inconsistent with that of accessory buildings in the area and of previously approved accessory buildings.
2. The size of the structure and proposed location will significantly impact the view for the surrounding neighbors and the general character of the Zone District.

If the Planning Commission finds that applicant provides sufficient evidence that all standards are met to approve the Special Use permit, Staff provides the following draft motion:

Motion to APPROVE Case #25-3906 for a Type I Special Use Permit for a 3,272 sf accessory structure at 8178 Bolt Drive SE based on the following findings:

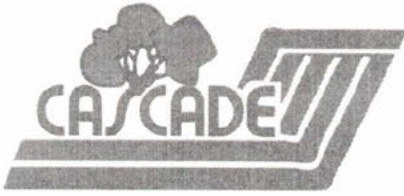
1. _____
2. _____

Furthermore, the following conditions shall apply:

1. The building is not used for living space or to operate a business.
2. All outdoor lighting meets the lighting standards of the Cascade Charter Township Zoning Ordinance.
3. Additional landscape screening and a berm be provided on the north and east property lines.
4. Additional Conditions _____

ATTACHMENTS

1. Application
2. Site Plan
3. Accessory Building Rendering
4. Elevations & Floor Plan
5. Kent County Health Department – Well & Sewer locations
6. Accessory Structure Inventory – ARC lots between 2-3 acres
7. Accessory Structure Inventory – Over 832sqf
8. Letter of Opposition – 8166 Bolt Dr. SE



CASCADE CHARTER TOWNSHIP

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

PLANNING & ZONING APPLICATION

APPLICANT: Name: Daniel Pinkham

Address: 8178 Bolt Drive SE

City & Zip Code Ada, 49301

Telephone: [REDACTED]

Email Address: [REDACTED]

OWNER: * (If different from Applicant)

Name: _____

Address: _____

City & Zip Code: _____

Telephone: _____

Email Address: _____

NATURE OF THE REQUEST: (Please check the appropriate box or boxes)	
<input type="checkbox"/> Administrative Appeal	<input type="checkbox"/> Administrative Site Plan Review
<input type="checkbox"/> Deferred Parking	<input type="checkbox"/> P.U.D. – Rezoning *
<input type="checkbox"/> P.U.D. – Site Condominium *	<input type="checkbox"/> Rezoning
<input type="checkbox"/> Site Plan Review *	<input type="checkbox"/> Sign Variance 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:**

A special use permit to build an indoor Pickle Ball Court for my families use

(**Use Attachments if Necessary)

-SEE OTHER SIDE-

LEGAL DESCRIPTION OF PROPERTY**:

Please See Attachment

(**Use Attachments if Necessary)

PERMANENT PARCEL (TAX) NUMBER: 41-19 11-100-052

ADDRESS OF PROPERTY: 8178 Bolt Dr SE

PRESENT USE OF THE PROPERTY: Primary Residence

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

Name(s)

Address(es)

Katherine Pinkham

8178 Bolt Dr SE

Ada, MI 49301

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.)

Daniel Pinkham

Owner – Print or Type Name

(*If different from Applicant)

*  10/16/25

Owner's Signature & Date

(*If different from Applicant)

Applicant – Print or Type Name

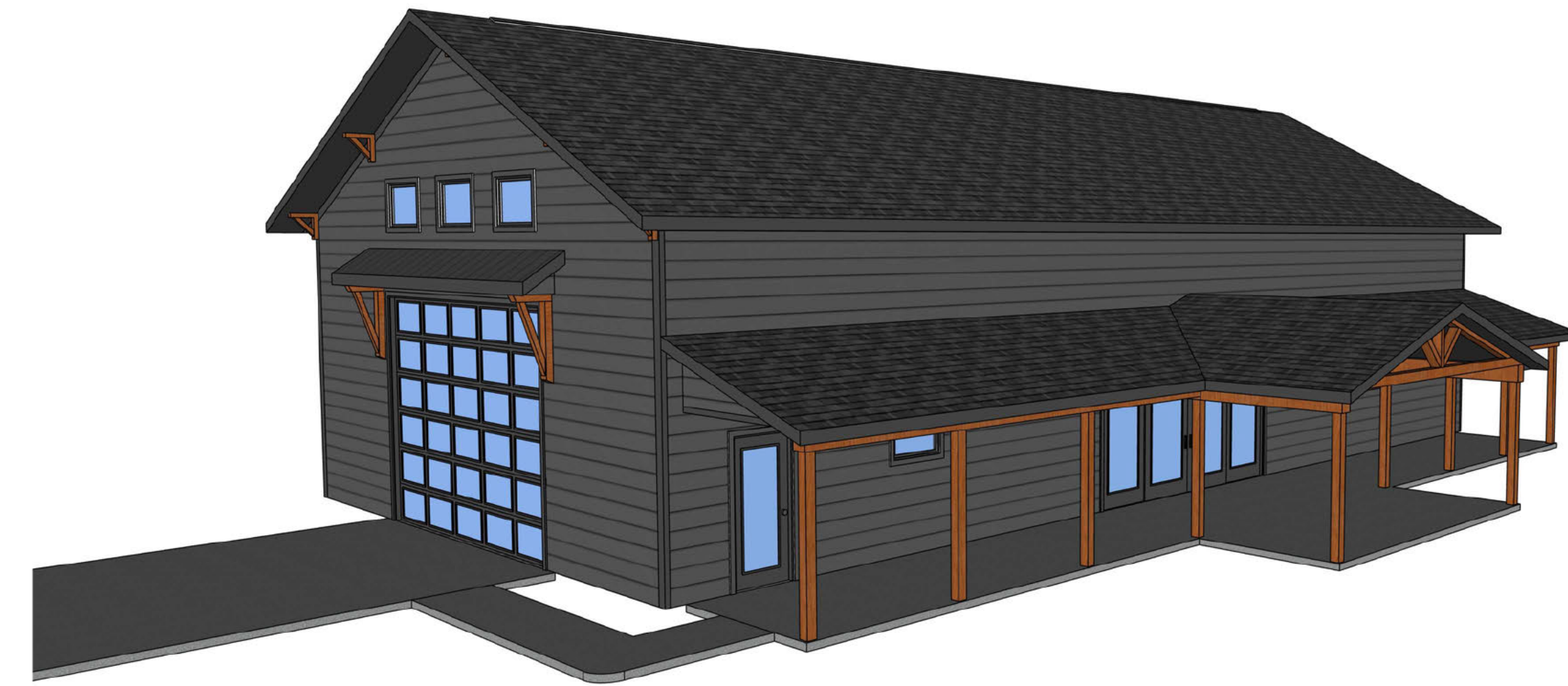
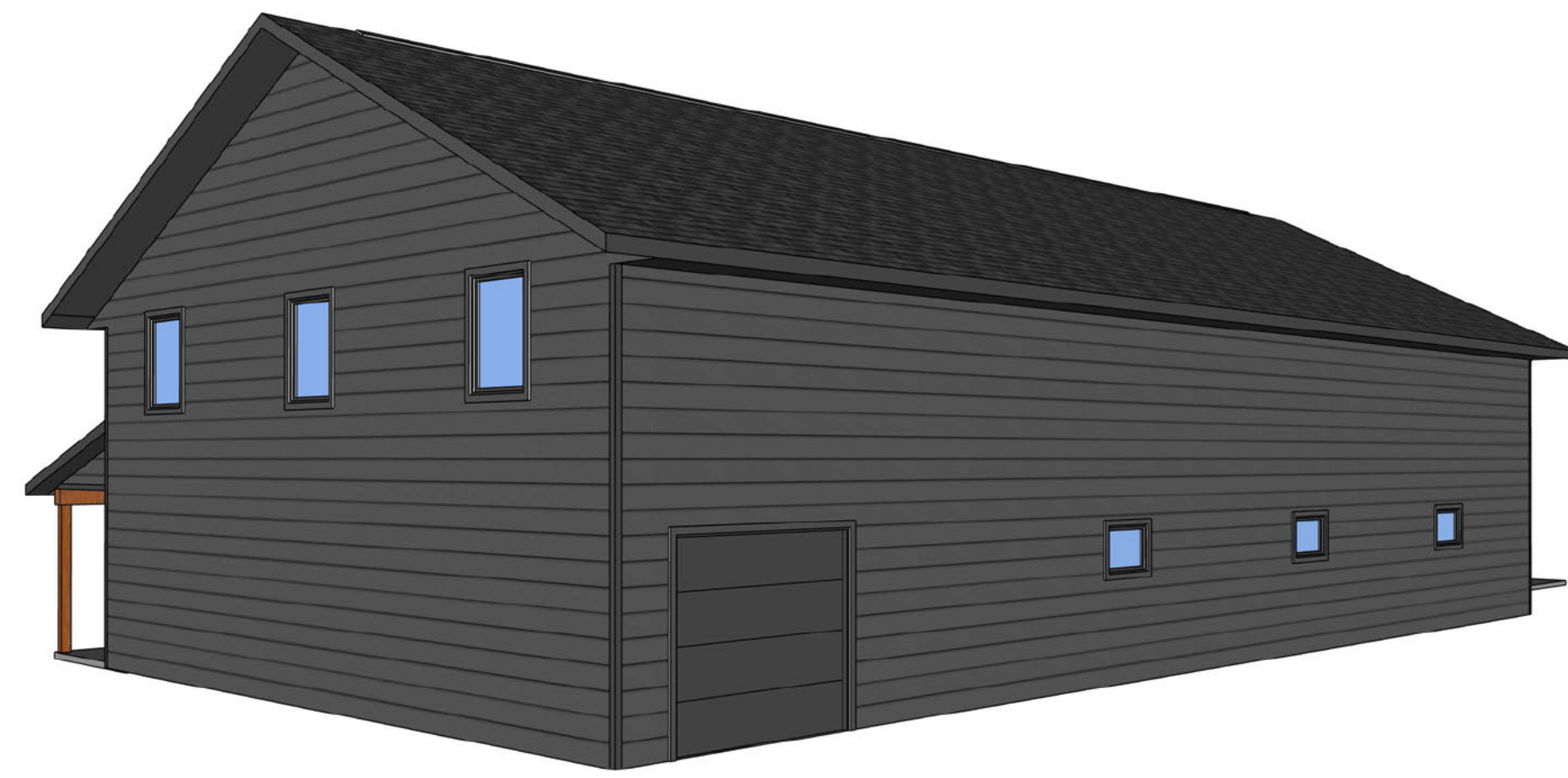
Applicant's Signature & Date

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

Rev. 7/27/21

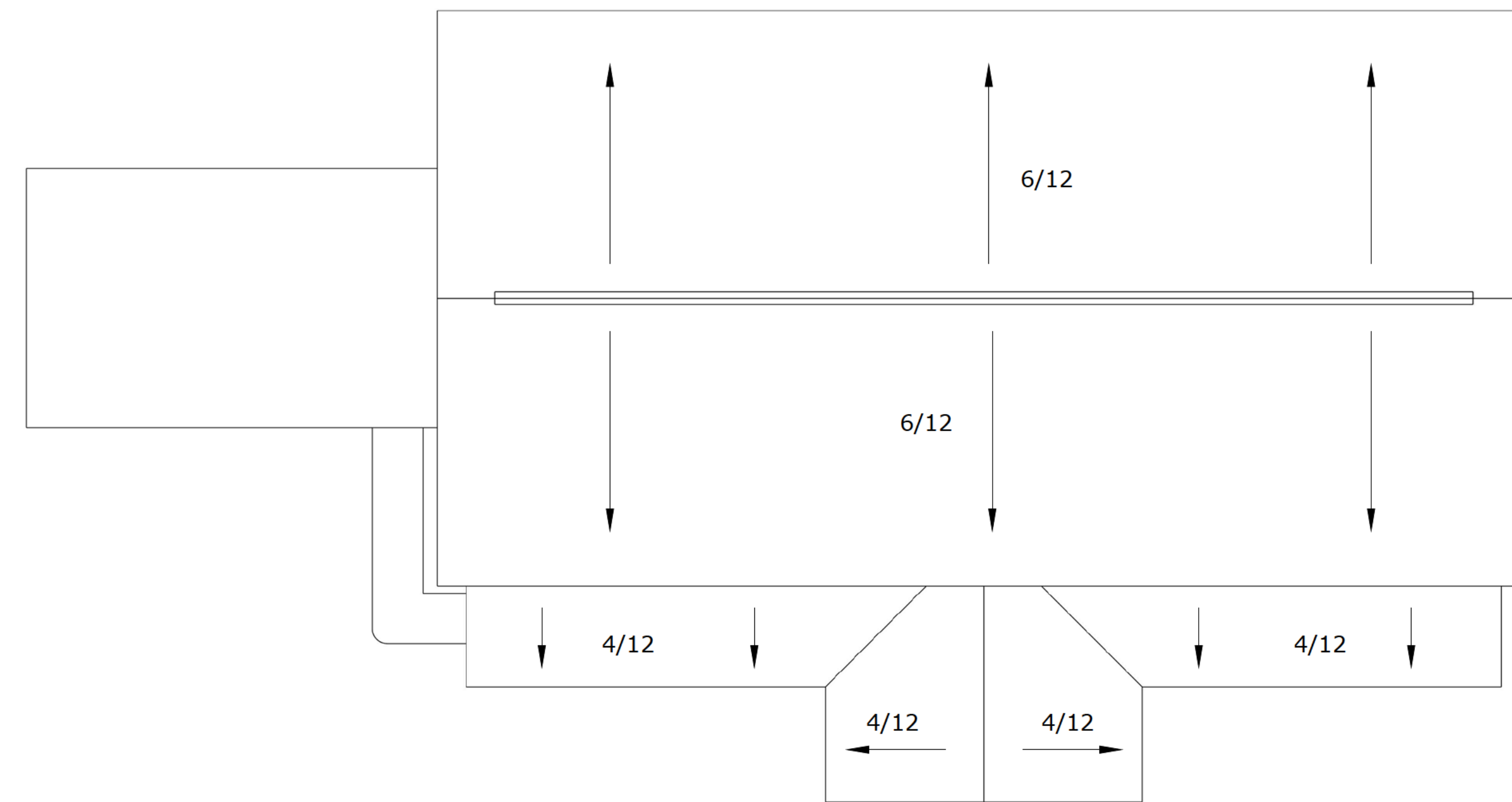






INDEX:

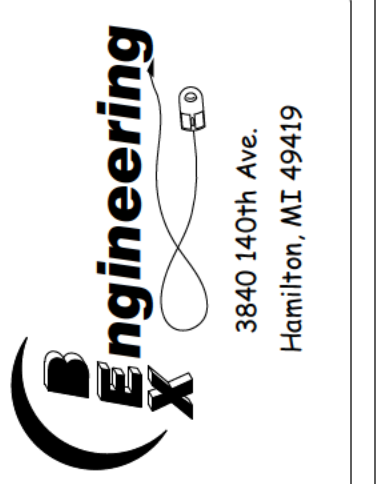
- 1 ~ TOP ELEVATION & INDEX
- 2 ~ ELEVATION VIEWS
- 3 ~ ELEVATION VIEWS
- 4 ~ MAIN FLOORPLAN
- 5 ~ LOFT FLOORPLAN
- 6 ~ POLE LAYOUT
- 7 ~ SECTION VIEWS



TOP ELEVATION

SCALE: 1/8" = 1'-0"

NOTE: All Federal, State and local codes, ordinances, regulations, etc. shall be considered as part of specifications for this building and shall take priority over anything shown, described or implied where discrepancies occur. Contractor must verify all dimensions before proceeding with construction. Best Engineering has made every attempt to avoid mistakes and therefore is not responsible for any errors that may be present.



ARCHITECTURAL PLANS FOR:
JEFF DEVRIES - PICKLEBALL

REVISIONS

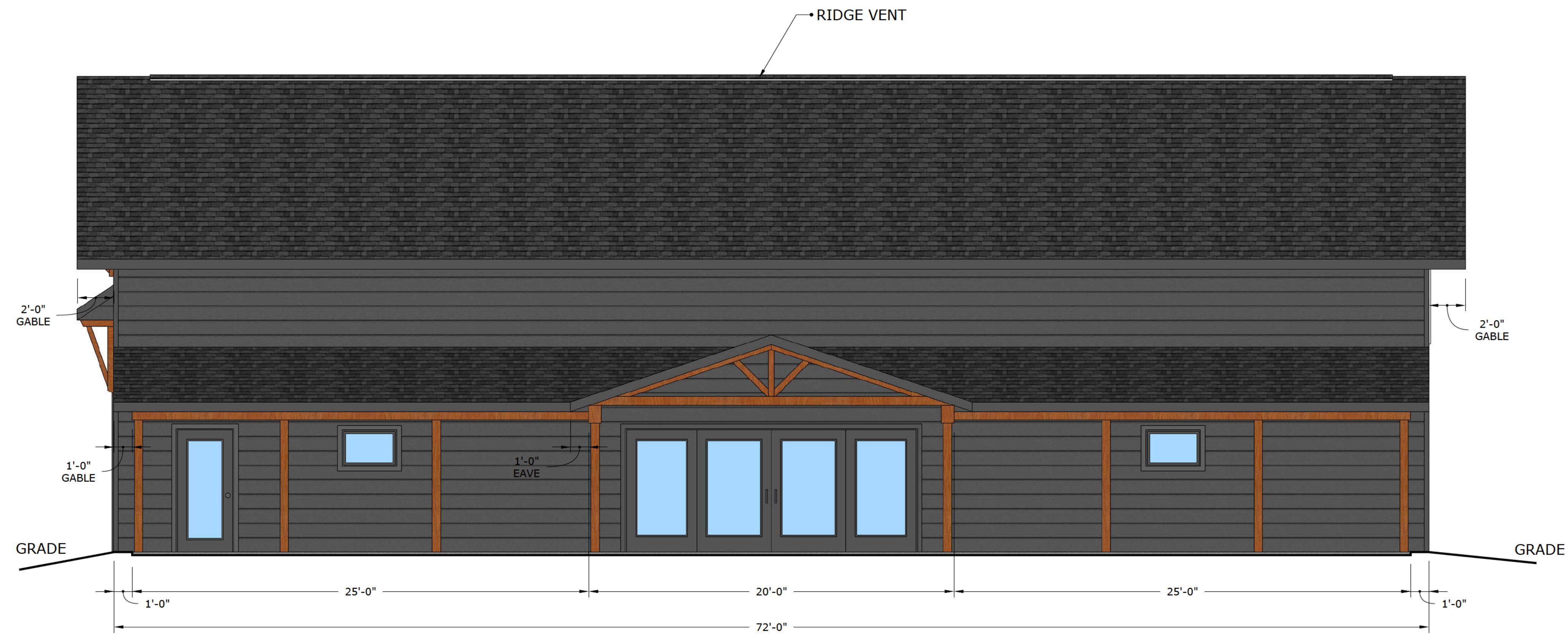
PROJECT
 BARN PLAN
 36' x 72' x 16'-0"

TOP
 ELEVATION
 VIEW & INDEX

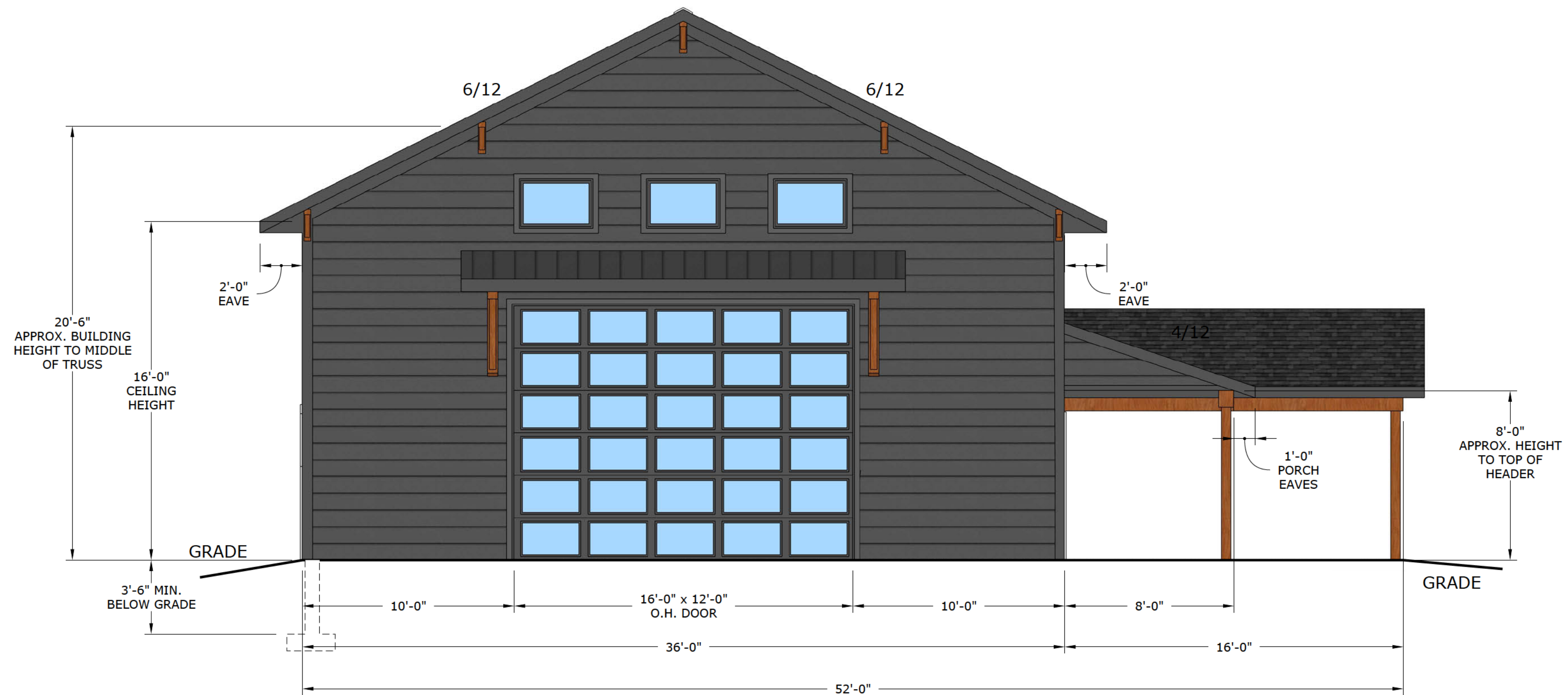
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 SQ. FT.: 2592
 DATE: 12/19/25
 REVISED:
 SCALE: 1/4" = 1'0"
 DRAWN BY: CMB

DWG NO.:
 Jeff Devries Pickleball -
 Elevation Views - sht1

A-1

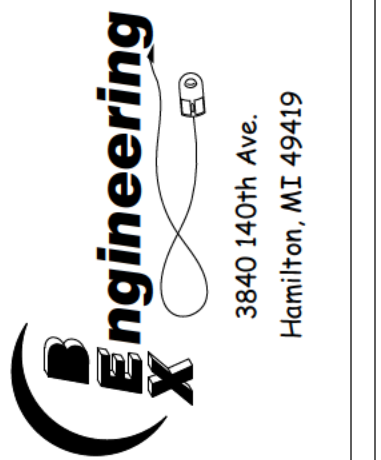


FRONT ELEVATION



LEFT ELEVATION

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ARCHITECTURAL PLANS FOR:
JEFF DEVRIES - PICKLEBALL

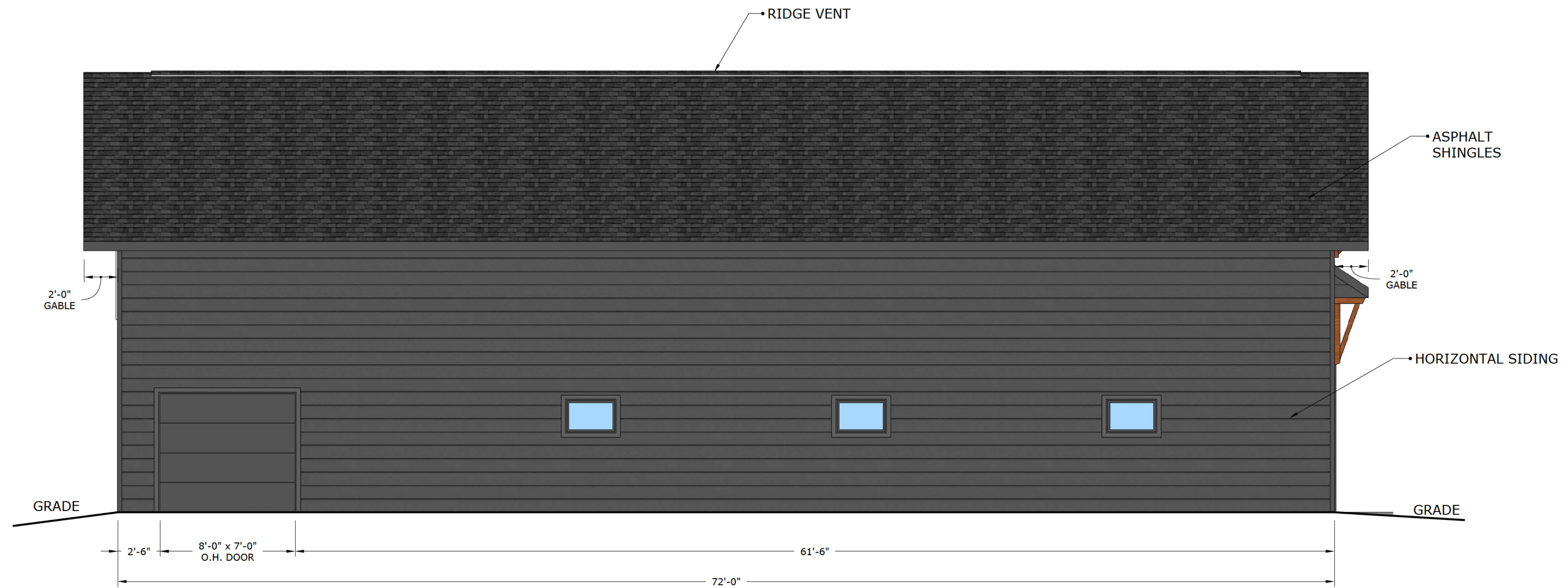
REVISIONS

NO.	DESCRIPTION

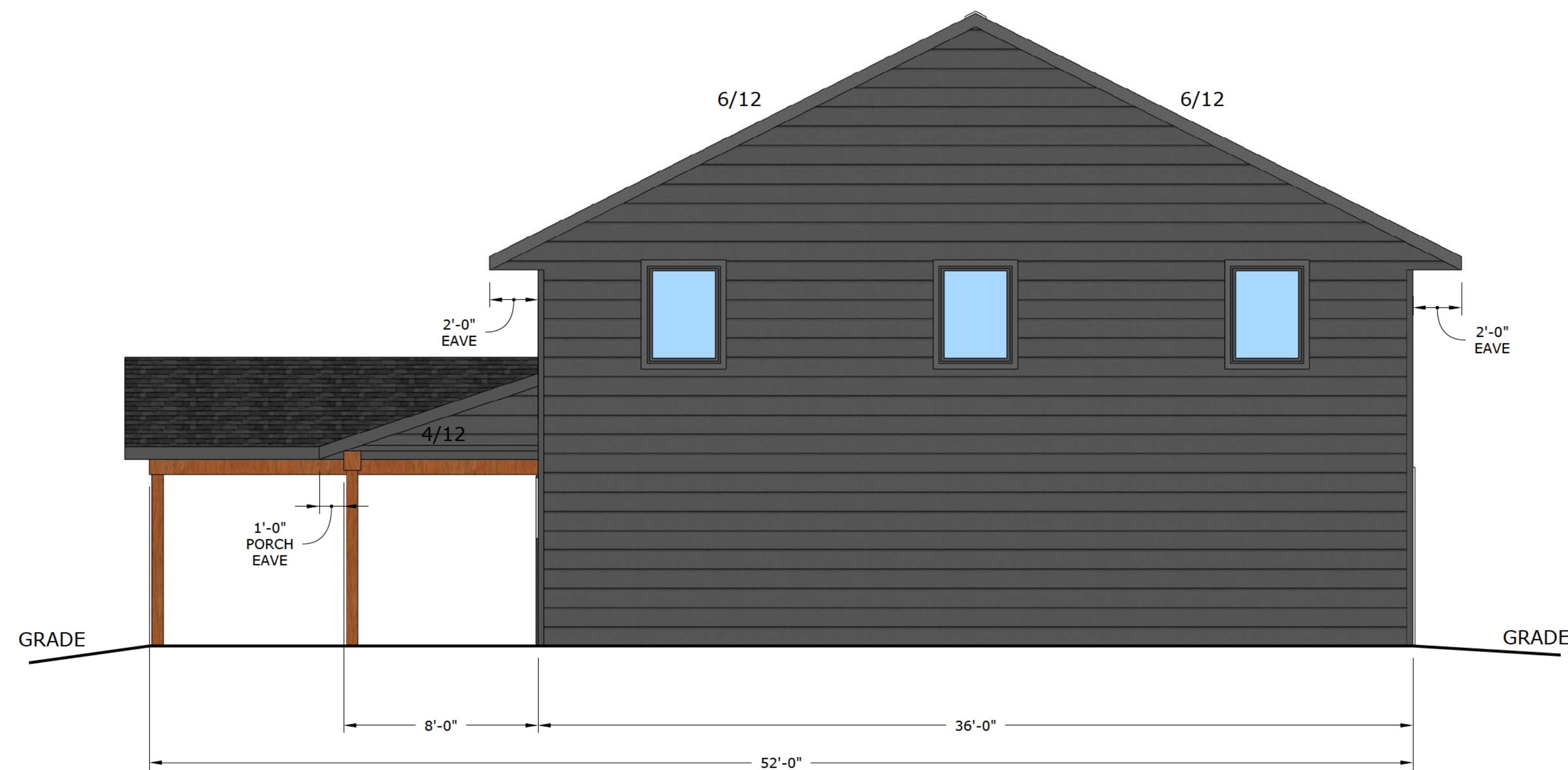
PROJECT
 BARN PLAN
 36' x 72' x 16'-0"
 ELEVATION
 VIEWS

PAGE: 2 of 7
 SQ. FT.: 2592
 DATE: 12/19/25
 REVISED:
 SCALE: 1/4" = 1'0"
 DRAWN BY: CMB

DWG NO.:
 Jeff Devries Pickleball -
 Elevation Views - sht2

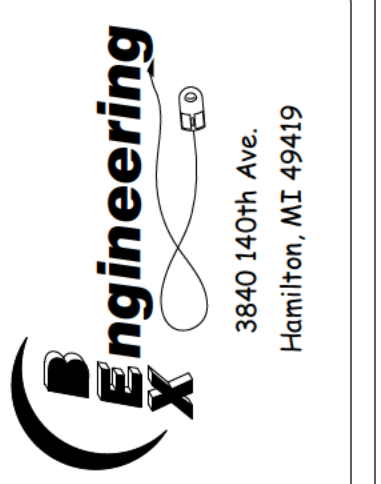


RIGHT ELEVATION



REAR ELEVATION

NOTE: All Federal, State and local codes, ordinances, regulations, etc. shall be considered as part of specifications for this building and shall take priority over anything shown, described or implied where discrepancies occur. Contractor must verify all dimensions before proceeding with construction. Box Engineering has made every attempt to avoid mistakes and therefore is not responsible for any errors that may be present.



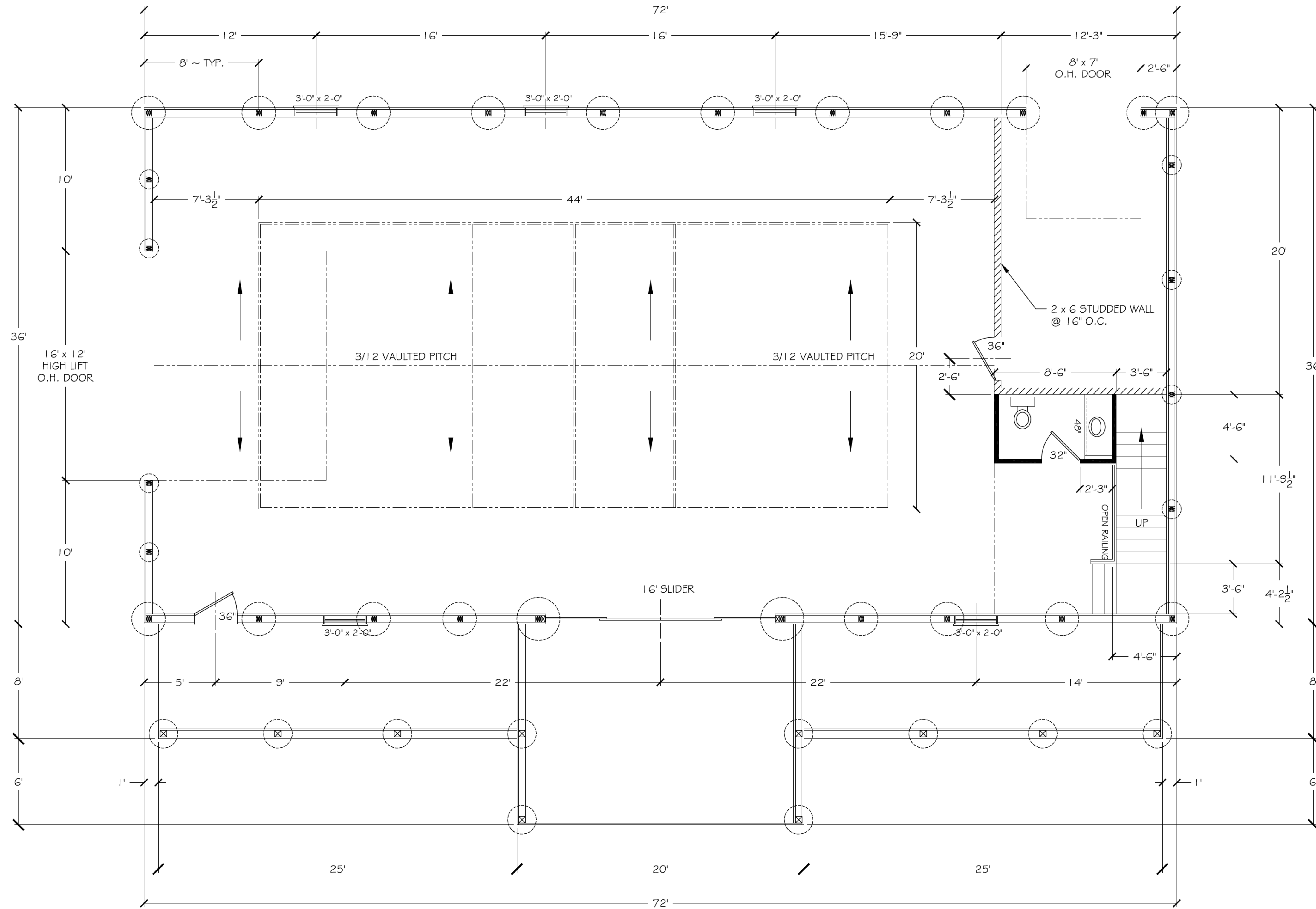
ARCHITECTURAL PLANS FOR:
JEFF DEVRIES - PICKLEBALL

REVISIONS

PROJECT
 BARN PLAN
 36' x 72' x 16'-0"

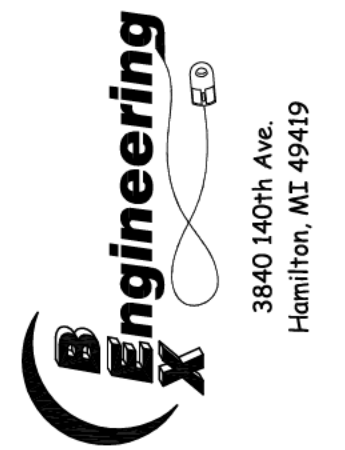
ELEVATION VIEWS

PAGE: 3 of 7
 SQ. FT.: 2592
 DATE: 12/19/25
 REVISED:
 SCALE: 1/4" = 1'0"
 DRAWN BY: CMB
 DWG NO.:
 Jeff Devries Pickleball -
 Elevation Views - sht3



MAIN FLOORPLAN

NOTE: All Federal, State and local codes, ordinances, regulations, etc. shall be considered as part of specifications for this building and shall take priority over anything shown, described or implied where discrepancies occur. Contractor must verify all dimensions before proceeding with construction. Best Engineering has made every attempt to avoid mistakes and therefore is not responsible for any errors that may be present.

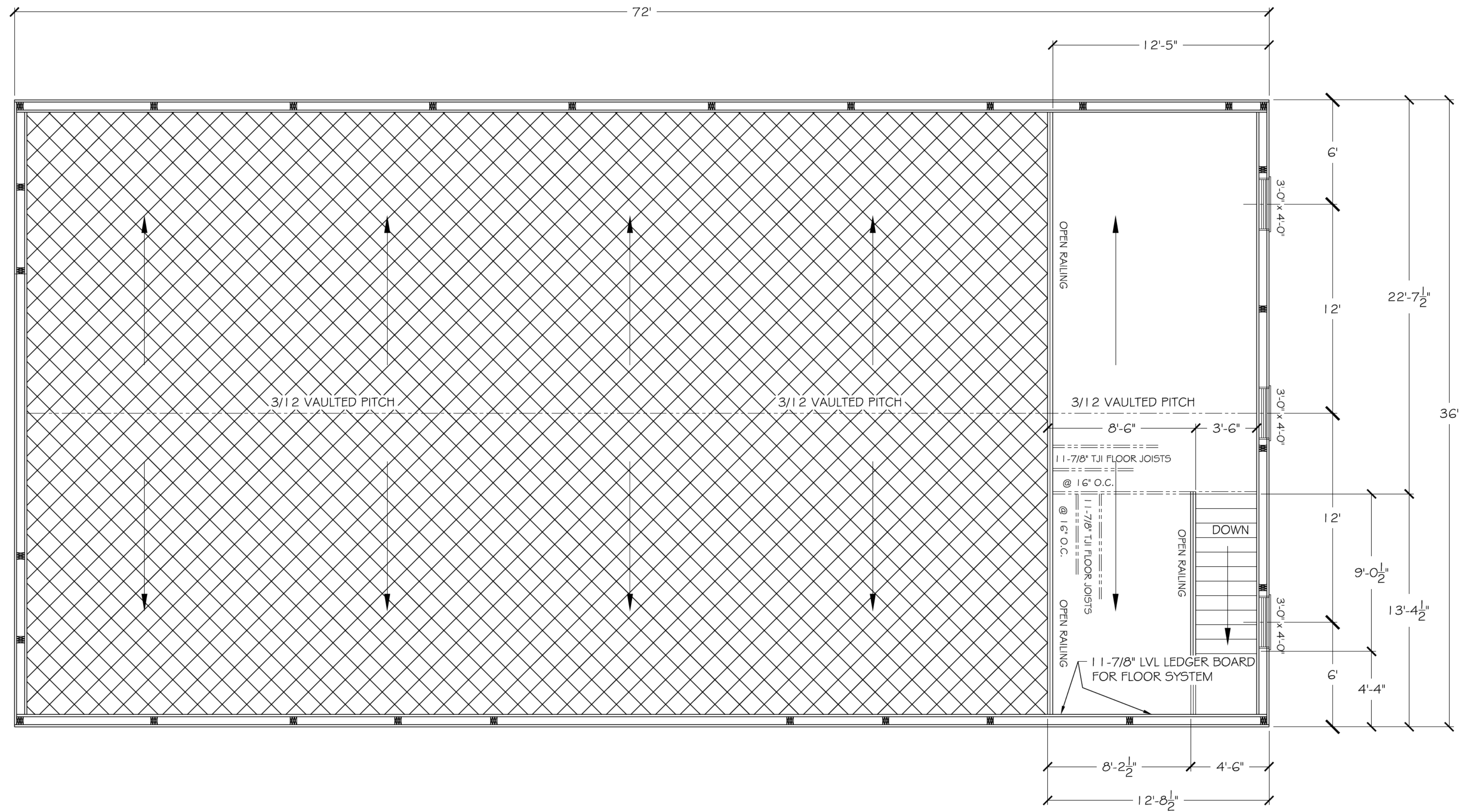


ARCHITECTURAL PLANS FOR:
JEFF DEVRIES - PICKLEBALL

REVISIONS

PROJECT
BARN PLAN
36' x 72' x 16'-0"
MAIN FLOORPLAN

PAGE: 4 of 7
SQ. FT.: 2592
DATE: 12/19/25
REVISED:
SCALE: 1/4" = 1'0"
DRAWN BY: CMB
DWG NO.:
Jeff Devries Pickleball - Main Floorplan - sht4



LOFT FLOORPLAN

NOTE: All Federal, State and local codes, ordinances, regulations, etc. shall be considered as part of specifications for this building and shall take priority over anything shown, described or implied where discrepancies occur. Contractor must verify all dimensions before proceeding with construction. Best Engineering has made every attempt to avoid mistakes and therefore is not responsible for any errors that may be present.



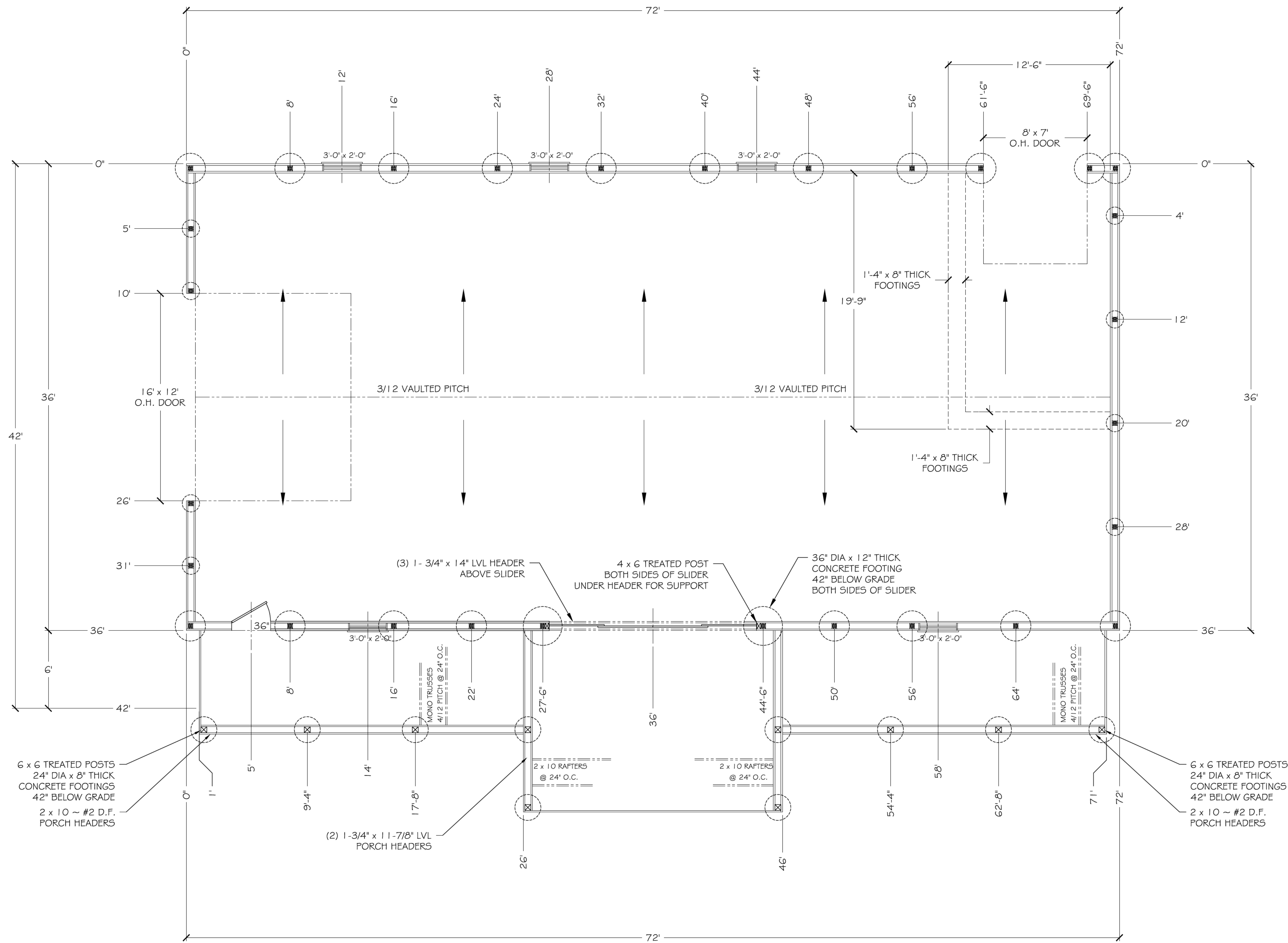
ARCHITECTURAL PLANS FOR:
JEFF DEVRIES - PICKLEBALL

REVISIONS

PROJECT
 BARN PLAN
 36' x 72' x 16'-0"
 LOFT FLOORPLAN

PAGE: 5 of 7
 SQ. FT.: 2592
 DATE: 12/19/25
 REVISED:
 SCALE: 1/4" = 1'0"
 DRAWN BY: CMB

DWG NO.:
 Jeff Devries Pickleball - Loft Floorplan - sht5



POLE LAYOUT

NOTE: All Federal, State and local codes, ordinances, regulations, etc. shall be considered as part of specifications for this building and shall take priority over anything shown, described or implied where discrepancies occur. Contractor must verify all dimensions before proceeding with construction. Best Engineering has made every attempt to avoid mistakes and therefore is not responsible for any errors that may be present.



ARCHITECTURAL PLANS FOR:
JEFF DEVRIES - PICKLEBALL

REVISIONS

PROJECT
 BARN PLAN
 36' x 72' x 16'-0"

POLE LAYOUT

PAGE: 6 of 7
 SQ. FT.: 2592
 DATE: 12/19/25
 REVISED:
 SCALE: 1/4" = 1'0"
 DRAWN BY: CMB

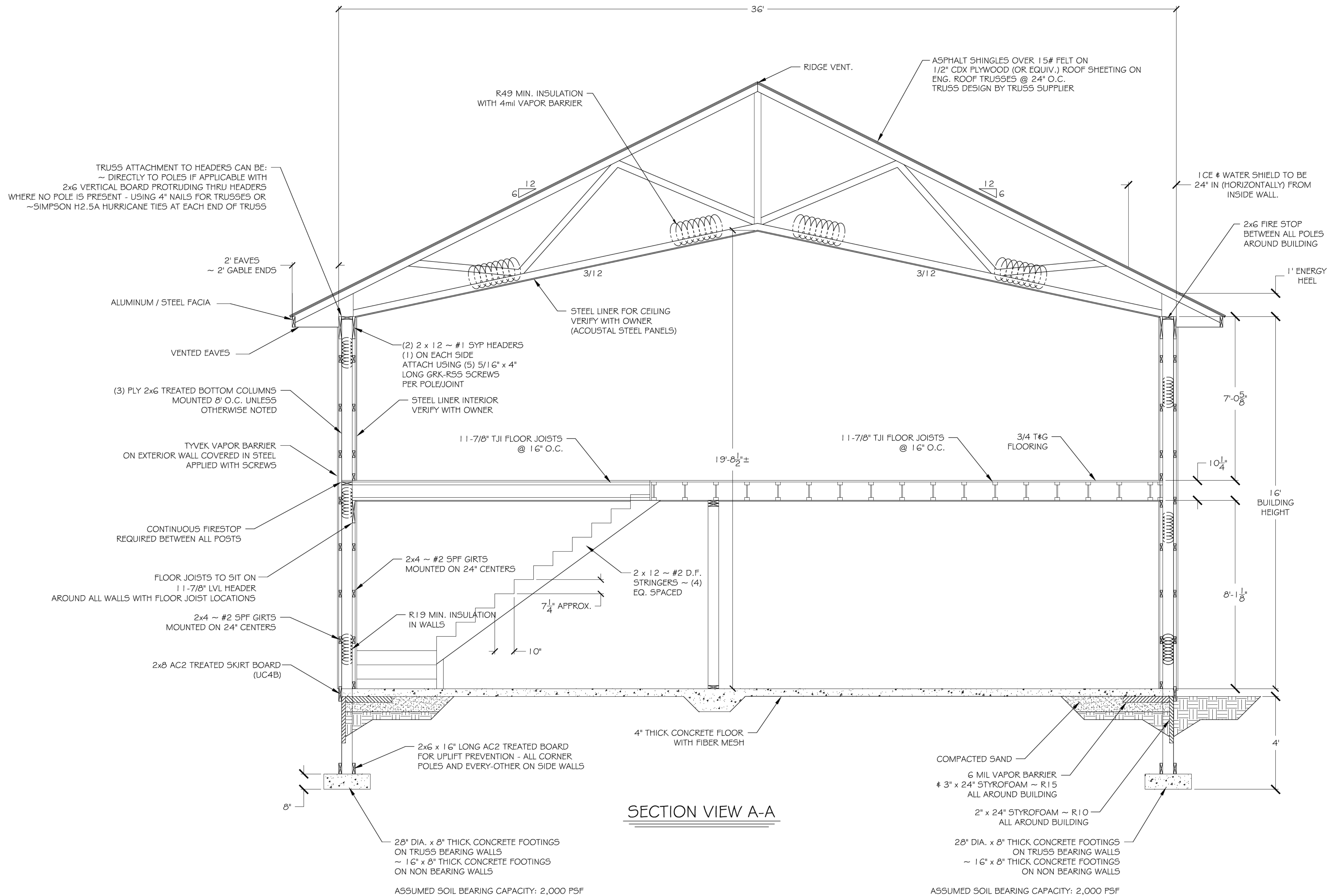
DWG NO.:
 Jeff Devries Pickleball - Pole Layout - sheet

36' x 72' SECTION ~ HEATED = ENGINEERED CATHEDRAL CEILING ROOF TRUSSES ~ 6/12 PITCH ROOF ~ 3/12 PITCH CEILING ~ DESIGNED WITH 1 1/2" HEEL ~ MOUNTED ON 2' CENTERS
 DESIGNED FOR 50# GROUND SNOWLOAD (TO BE VERIFIED BASED ON LOCATION)

ROOF SHEETING: 30 YR. ASPHALT SHINGLES ON 15# FELT OVER 1/2" PLYWOOD SHEATHING

SIDE EXTERIOR SHEETING: WEATHER PAPER WITH 29 GAGE PAINTED STEEL (HORIZ.)

TRIM: 29 GAUGE PAINTED STEEL



NOTE: All Federal, State and local codes, ordinances, regulations, etc. shall be considered as part of specifications for this building and shall take priority over anything shown, described or implied where discrepancies occur. Contractor must verify all dimensions before proceeding with construction. Best Engineering has made every attempt to avoid mistakes and therefore is not responsible for any errors that may be present.



ARCHITECTURAL PLANS FOR:
JEFF DEVRIES - PICKLEBALL

REVISIONS

PROJECT
 BARN PLAN
 36' x 72' x 16'-0"

SECTION VIEW

PAGE: 7 of 7
 SQ. FT.: 2592
 DATE: 12/19/25
 REVISED:
 SCALE: 1/4" = 1'0"
 DRAWN BY: CMB
 DWG NO.:
 Jeff Devries Pickleball - Section View - sht7

KENT COUNTY HEALTH DEPARTMENT

ENVIRONMENTAL HEALTH DIVISION
700 FULLER N.E
GRAND RAPIDS, MICHIGAN 49503-1918
PH: 616-632-6900
EMAIL: kcehmail@kentcountymi.gov



Adam London, PhD, RS, DAAS
Administrative Health Officer

March 28, 2023

Dan & Katherine Pinkham
8150 Shadybrook Dr SE
Ada MI 49301

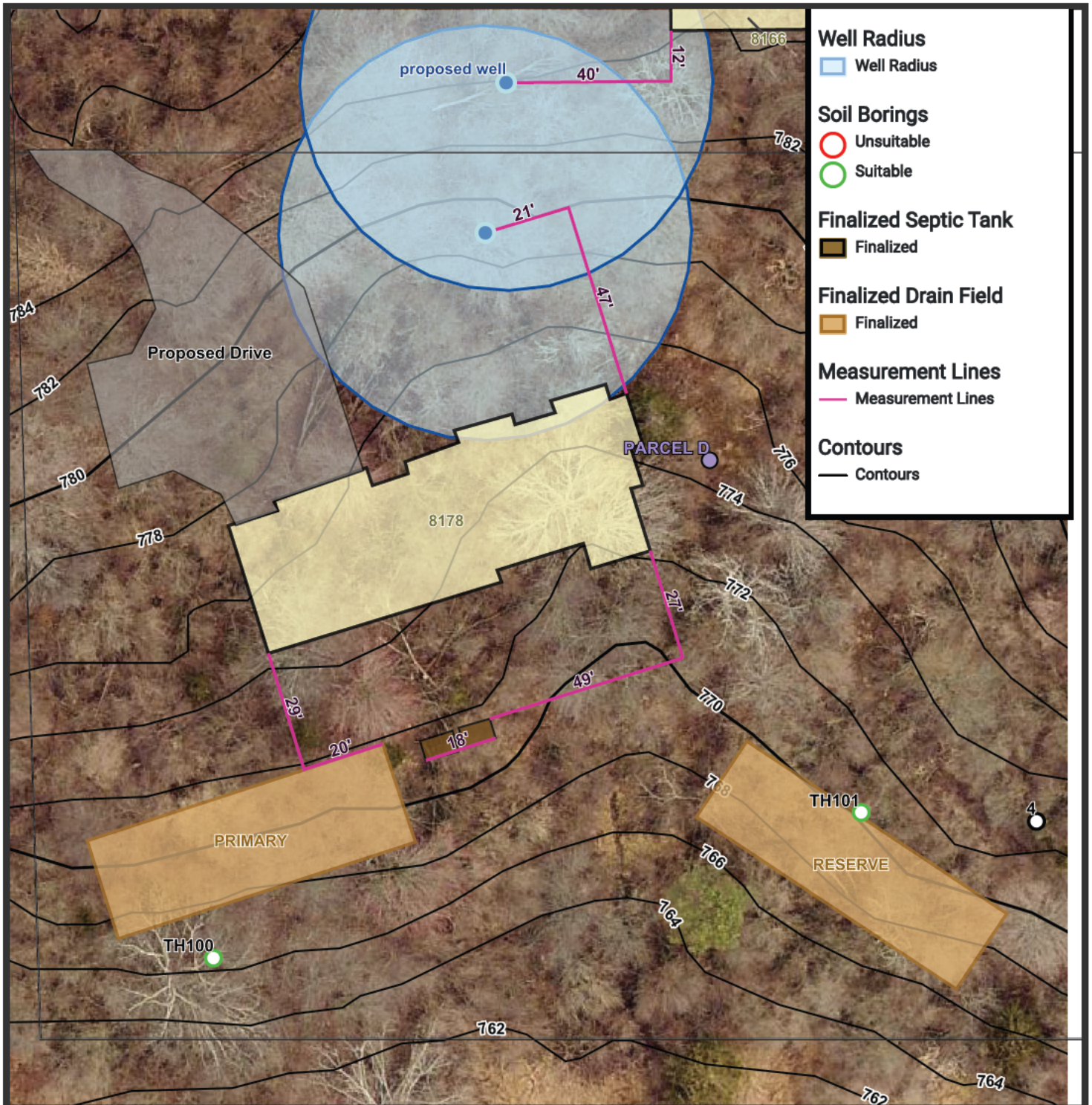
RE: Notice of Final Approval for Residential Water Supply Well
8178 Bolt Dr SE
Ada Township 9010

Dear Applicant,

This Department has conducted the construction inspection(s) on the residential water supply well installed at 8178 Bolt Dr SE. Satisfactory water samples and the completed well log have been received. All requirements of the permit have been satisfied, and the system has received final approval. Attached are the diagram and specifications of the water supply system as installed and observed during the final inspection.

If you have any questions regarding this matter, please do not hesitate to contact our office.

Sincerely,
Meghan Gavin
Sanitarian



8178 Bolt Dr SE

Final Inspection Report



Map Publication:
03/28/2023 2:34 PM

Disclaimer: This map does not represent a survey or legal document and is provided on an "as is" basis. Kent County expresses no warranty for the information displayed on this map document.

Case Number	Address	Zone District	Accessory Building Size	Acres	Principal Building Size	Accessory to Principal Building Ratio
20-3598	9585 60th St SE	ARC	1,296	2	1,900	68%
PB21000900	2400 BUTTRICK AVE SE	ARC	768	2.25	4,464	17%
15-3239	9575 52nd St SE	ARC	1,728	2.3	2,400	72%
20-3616	5288 Buttrick Ave SE	ARC	1,300	2.3	4,500	29%
PB25001374	4325 CHERRY LN SE	ARC	384	2.30	2,403	16%
PB20001494	5288 BUTTRICK AVE SE	ARC	1,280	2.35	6,000	21%
PB21000373	5055 CLEAR RIDGE DR SE	ARC	336	2.44	2,354	14%
PB22002471	5157 CLEAR RIDGE DR SE	ARC	540	2.46	2,228	24%
11-3029	3480 Buttrick Ave SE	ARC	900	2.5	1,800	50%
17-3379	8665 28th St SE	ARC	1,066	2.5	2,500	43%
19-3546	8730 52nd St SE	ARC	1,344	2.5	2,600	52%
PB22000204	4929 STREAMSIDE POINTE DR SE	ARC	256	2.67	3,000	9%
PB22001456	5650 MCCORDS AVE SE	ARC	1,360	2.89	2,209	62%
15-3267	9150 52nd St SE	ARC	1,728	2.9	1,500	115%
19-3530	8125 45th St SE	ARC	1,200	2.9	2,900	41%
21-3682	5650 McCords Ave SE	ARC	1,561	2.9	2,700	58%
25-3906	8178 Bolt Dr.	ARC	3,200	2.3	3,290	100%

Special Use Case History - Accessory Structures Over 832 SF

Case	Zoning	Accessory Building SQ.FT	Acres	Home (FLS)	Percentage of Principal Structure	Lot Coverage%
10-2999	ARC	1,728	5.6	2,600	66%	1.77%
10-3010	ARC	2,400	10	3,000	80%	1.24%
10-3017	ARC	1,020	3.6	3,000	34%	2.56%
11-3029	ARC	900	2.5	1,800	50%	2.48%
11-3052	ARC	2,304	4.5	3,500	66%	2.96%
12-3073	ARC	1,200	4.9	2,700	44%	1.83%
12-3077	ARC	2,432	5	2,000	122%	2.03%
12-3101	ARC	1,536	80	1,500	102%	0.09%
13-3145	ARC	1,440	10	2,200	65%	0.84%
14-3216	ARC	1,920	7.6	1,800	107%	1.12%
15-3239	ARC	1,728	2.3	2,400	72%	4.12%
15-3256	ARC	1,536	7.8	3,100	50%	1.36%
15-3260	ARC	1,575	5	4,000	39%	2.56%
15-3267	ARC	1,728	2.9	1,500	115%	2.56%
16-3315	ARC	4,864	4.4	3,700	131%	4.47%
17-3379	ARC	1,066	2.5	2,500	43%	3.27%
17-3404	ARC	2,720	8.3	3,000	91%	1.58%
17-3411	ARC	2,192	1.9	2,500	88%	5.67%
18-3439	ARC	15,120	160	1,600	945%	0.24%
18-3448	ARC	1,800	4.3	2,500	72%	2.30%
18-3482	ARC	1,680	17	2,800	60%	0.60%
18-3483	ARC	2,688	4	2,800	96%	3.15%
18-3486	ARC	3,136	12	3,300	95%	1.23%
18-3496	ARC	1,728	4.4	2,300	75%	2.10%
19-3511	ARC	1,200	160	1,600	75%	0.04%
19-3524	ARC	1,600	11	2,100	76%	0.77%
19-3529	ARC	1,600	8	3,300	48%	1.41%
19-3530	ARC	1,200	2.9	2,900	41%	3.25%
19-3546	ARC	1,344	2.5	2,600	52%	3.62%
20-3589	ARC	1,634	13	7,900	21%	1.68%
20-3598	ARC	1,296	2	1,900	68%	3.67%
20-3601	ARC	4,288	4.5	3,800	113%	4.13%
20-3616	ARC	1,300	2.3	4,500	29%	5.79%
21-3637	ARC	1,224	0.97	1,100	111%	5.50%
21-3638	ARC	4,000	14.7	2,900	138%	1.08%
21-3659	ARC	1,600	3.4	2,800	57%	2.97%
21-3664	ARC	1,680	9.2	2,900	58%	1.14%
21-3677	ARC	1,536	0.9	1,400	110%	7.49%
21-3682	ARC	1,561	2.9	2,700	58%	3.37%
22-3695	ARC	3,456	4.6	5,100	68%	4.27%

Special Use Case History - Accessory Structures Over 832 SF

Case	Zoning	Accessory Building SQ.FT	Acres	Home (FLS)	Percentage of Principal Structure	Lot Coverage%
22-3695	ARC	3,456	4.48	2,965	117%	3.29%
22-3725	ARC	2,240	1.67	1,822	123%	5.58%
23-3770	ARC	1,900	3.84	2,549	75%	2.66%
23-3770	ARC	1,900	3.32	1,694	112%	2.49%
23-3774	ARC	2,142	11.9	2,142	100%	0.83%
23-3774	ARC	1,014	11.64	2,142	47%	0.62%
23-3784	ARC	2,800	4.22	1,782	157%	2.49%
24-3820	ARC	1,958	9.6	2,815	70%	1.14%
12-3076	FP	1,680	2.4	1,800	93%	3.33%
15-3265	FP	1,536	2	1,400	110%	3.37%
18-3443	FP	1,560	15	3,400	46%	0.76%
19-3531	FP	3,200	15	2,600	123%	0.89%
20-3600	FP	1,440	3.7	4,000	36%	3.38%
21-3625	FP	1,728	3.6	1,700	102%	2.19%
23-3801	FP	2,800	10.21	2,587	108%	1.21%
13-3161	PUD	4,500	6	6,600	68%	4.25%
16-3314	PUD 52	1,256	2.2	2,500	50%	3.92%
19-3561	PUD 61	1,200	2.2	2,600	46%	3.97%
21-3619	PUD 65	1,728	6.6	4,000	43%	1.99%
18-3494	PUD 66	1,500	1.39	2,200	68%	6.11%
21-3631	PUD 72	1,200	1.2	2,800	43%	7.65%
10-3008	PUD 89	1,120	2.5	4,520	25%	5.18%
22-3707	PUD 89	1,260	1.9	4,550	28%	7.02%
22-3707	PUD 89	1,260	1.86	3,608	35%	6.01%
23-3785	PUD 89	1,260	1.9	4,550	28%	7.02%
23-3785	PUD-89	1260	1.86	3,608	35%	6.01%
10-3001	R1	1,200	3.8	1,000	120%	1.33%
10-3014	R1	2,304	44	6,000	38%	0.43%
12-3082	R1	8,500	35	17,000	50%	1.67%
14-3184	R1	1,520	4.6	3,500	43%	2.51%
14-3185	R1	1,400	2.2	7,500	19%	9.29%
14-3190	R1	2,604	13	8,200	32%	1.91%
14-3197	R1	1,000	2.6	3,200	31%	3.71%
15-3241	R1	3,000	9	6,000	50%	2.30%
15-3253	R1	1,936	2.9	6,900	28%	6.99%
15-3257	R1	1,440	3.03	3,600	40%	3.82%
15-3290	R1	1,232	1	4,000	31%	12.01%
16-3301	R1	1,504	1.2	2,500	60%	7.66%
16-3311	R1	5,000	3.8	5,000	100%	6.04%
16-3337	R1	1,200	1.7	2,200	55%	4.59%

Special Use Case History - Accessory Structures Over 832 SF

Case	Zoning	Accessory Building SQ.FT	Acres	Home (FLS)	Percentage of Principal Structure	Lot Coverage%
16-3352	R1	1,600	1.05	3,000	53%	10.06%
17-3383	R1	1,200	1.16	4,800	25%	11.87%
17-3417	R1	1,440	4.6	1,300	111%	1.37%
18-3452	R1	1,296	0.95	3,000	43%	10.38%
18-3474	R1	1,300	5	2,800	46%	1.88%
18-3480	R1	1,800	2	2,200	82%	4.59%
18-3481	R1	1,944	5	2,000	97%	1.81%
19-3567	R1	1,296	1.5	2,700	48%	6.12%
20-3595	R1	1,326	1.8	4,700	28%	7.69%
21-3621	R1	3,312	4.4	7,000	47%	5.38%
21-3652	R1	1,200	1.8	2,000	60%	4.08%
21-3685	R1	2,520	55	No Principal Structure		0.11%
22-3699	R1	1,320	3.3	9,700	14%	7.67%
22-3702	R1	1,292	2.4	3,139	41%	4.24%
22-3703	R1	1,200	1.3	1,550	77%	4.86%
23-3764	R1	2,500	13.79	5,659	44%	1.36%
24-3819	R1	1,700	4.45	3,301	51%	2.58%
24-3826	R1	15,190	46.52	10,354	147%	1.26%
22-3722	R1	1,200	1.01	2,156	56%	7.63%
22-3737	R1	1,200	1.01	2,156	56%	7.63%
23-3767	R1	1,574	2.58	2,986	53%	4.06%
23-3771	R1	980	3.79	2,448	40%	2.08%
23-3793	R1	3,600	7.23	2,608	138%	1.97%
23-3798	R1	1,440	1.8	3,729	39%	6.59%
11-3028	R2	900	0.88	3,500	26%	11.48%
23-3753	R2	1,495	1.15	2,800	53%	8.57%
22-3732	R2	1,144	1.56	2,594	44%	5.50%
22-3699	R1	1,320	3.24	5,394	24%	4.76%

CASCADE CHARTER TOWNSHIP

PLANNING COMMISSION

**MONDAY, January 19, 2026
6:00 PM**

ARTICLE 9.

Case #25-3911 – Public Hearing

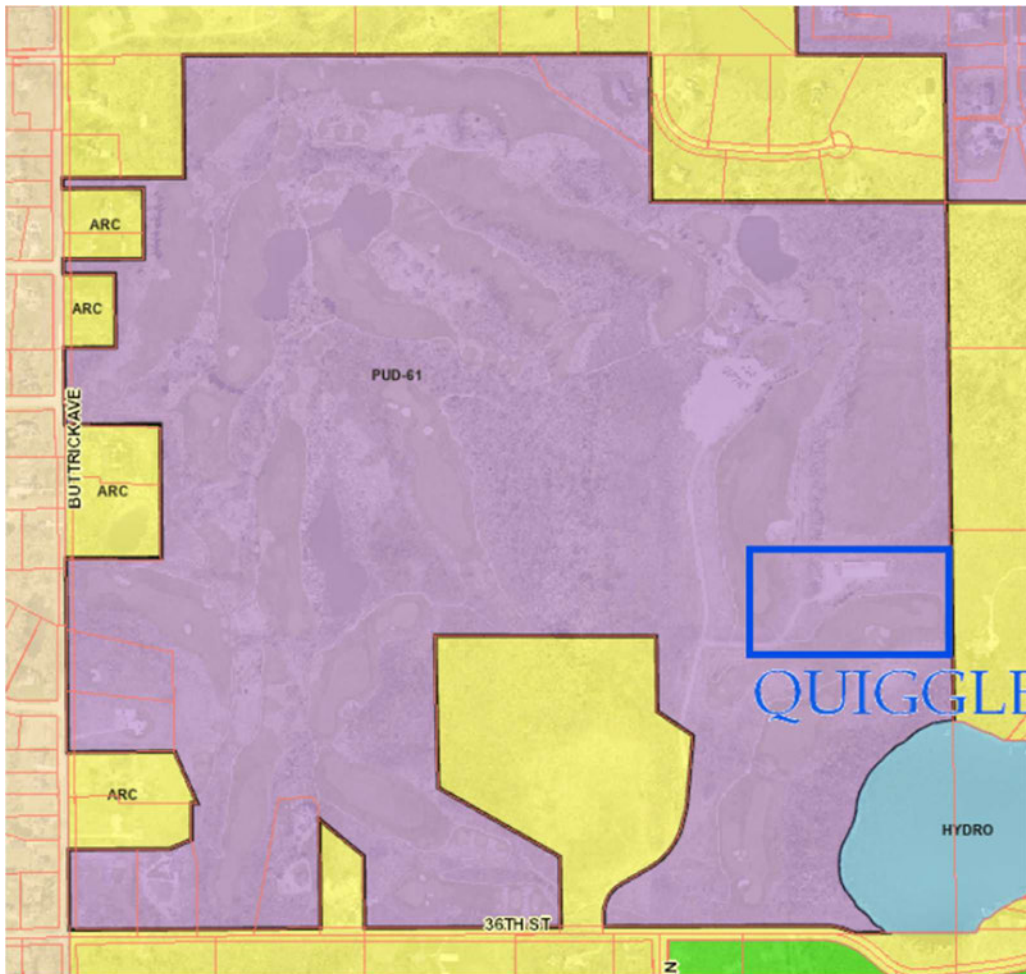
Applicant: R's Post Frame LLC

Property Address: 8375 36th St SE

Parcel Number: 41-19-14-300-028

Requested Action: The applicant is requesting an
Amendment to a previously approved Special
Use Permit.

Parcel & Zoning Map





CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE Grand Rapids, Michigan 49546-7140

PLANNING DEPARTMENT STAFF REPORT

STAFF REPORT: Case # 25-3911
REPORT DATE: January 13, 2025
PREPARED FOR: Cascade Charter Township Planning Commission
MEETING DATE: January 19, 2026
PREPARED BY: Ryan Sennett, DDA Manager

APPLICATION SUMMARY:

APPLICANT: Applicant: R's Post Frame, LLC
Property Owner: Quail Ridge Land Co. LLC

ADDRESS: 8375 36th Street SE

PARCEL NUMBER: 41-19-14-300-028

REQUESTED ACTION: Seeking amendment to the previous Type II Special Use approval to operate an 18-hole public golf course with an associated clubhouse and ancillary buildings, located at 8375 36th St SE. The applicant is proposing to construct a 4,800 sf ancillary building on the property.

REQUIREMENTS: Section 17.06 Special Use Approval Standards - General
Section 17.07.2.C Golf courses, country clubs

EXISTING ZONING OF SUBJECT PARCEL(S): PUD-61

GENERAL LOCATION: The subject property is approximately 275 acres in size. The site is located on the north side of 36th St. It extends north to the intersection of Buttrick and 30th St. The property spans from Buttrick Ave, past Cherry Ave to the east. The property has frontage, in spots, on both 36th St and Buttrick Ave. The proposed building site is located near the east property line, adjacent to the neighboring residential properties located on Quiggle Ave.

PARCEL SIZE: 275.22 acres

EXISTING LAND USE: 18-hole public golf course, with current Type II Special Use Permit (obtained in 1998)

ADJACENT PROPERTIES:

N: ARC - residential homes, fire station, utility provider

S: ARC – residential homes

E: ARC - residential homes, vacant land

W: ARC - residential homes

PROPERTY HISTORY

January 28, 1998

Case #97-2036 – Type II Special Use Permit

The subject site includes a currently operating 18-hole golf course. The land use was approved by special land use by the Township Board in February of 1998, following a positive recommendation by the Planning Commission at its October 20, 1997 meeting.

February 1, 1999

Case #99-2179 – Site Plan Review

The Cascade Planning Commission approved the site plan to construct a 12,000 sqf maintenance building and a 15,900 sf clubhouse on the subject site. The approval was contingent on the following conditions:

1. The applicant apply for, and receive, a soil erosion control permit from the township prior to the issuance of any building permit.
2. A revised landscape plan showing compliance with the parking area landscaping(square footage and trees) and landscape bond for \$10,250.00.
3. Amend the site plan to show compliance with the Township Engineer letter dated 1/26/99.
4. Amend the plan to show compliance with the sign ordinance.
5. Investigate the feasibility of traffic calming devices for the cart path where it crosses the private drive.

July 14, 1999

Case #99-2175 – PUD Rezoning, SUP Site Plan Amendment

The subject site was rezoned on July 14, 1999 with the adoption of a Planned Unit Development ordinance by the Township Board. The site plan was amended to make room for five (5) new single family home parcels at the corner of Buttrick and 36th St. The permitted uses of the PUD include an 18 hole public golf course as approved by the 1/28/98 Special Use Permit, single family residences, and accessory buildings incidental to a single family residence.

PROPOSED USE - TYPE II SPECIAL USE AMENDMENT

The applicant is proposing to construct a 4,800 square foot building, ancillary to the approved Type II Special Use for the operation of a public golf course. The proposed ancillary building is to be used as a learning center. The facility will include a digital golf component to allow for instruction and practice year-round, independent of weather effects. The space includes bays for golfers to practice and open space to be used for education. The applicant is requesting an amendment to the previously approved special land use site plan approval for a “Golf Course, Country Club” use (Section 7.04.1) to include the proposed 4,800 square foot learning center facility.

SECTION 17.06 SPECIAL LAND USE APPROVAL STANDARDS

Upon review of each application there shall be a determination as to whether each use on the proposed site will:

STANDARD	STAFF RESPONSE
<p>Be designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the area in which the use is proposed.</p>	<p>The use of the building is ancillary to that of the 18-hole golf course use, which has been in existence since 1998. As such, the proposed use of the structure is not likely to cause conditions that would negatively affect the character of the surrounding properties or area.</p> <p>Staff find that the proposed materials and architectural character of the proposed structure is compatible with the intended character of the area. The proposed structure and use is consistent with the general wooded character of the site.</p>
<p>Be adequately served by essential facilities and services such as highways, streets, police and fire protection, drainage, refuse disposal, water and sewer facilities and schools.</p>	<p>The proposed use is not anticipated to require additional essential public services.</p> <p>The Township has not received complaints regarding the current activities on this property. The majority of services to be offered within the proposed facility are already offered on site.</p>
<p>Not create excessive additional requirements at public cost for public facilities and services</p>	<p>It is not anticipated that the proposed learning center structure and associated activities would create or require additional services. The character and intensity of the current business operations are not intended to change.</p>
<p>Not cause traffic congestion, conflict or movement in greater proportion to that normally prevailing for the use in the particular zoning district.</p>	<p>The site is located on a main road within Kent County jurisdiction. The structure is proposed to be located greater than 1,500 ft from the road right-of-way. Given the proposal will not significantly increase the intensity of the use, it is not likely that concerns regarding traffic conflicts or congestion will occur.</p> <p>Offseason traffic to this portion of the property may see an increase due to the year round activities the facility will offer. It is not anticipated that the vehicle traffic will</p>

	significantly exceed the normal traffic volume at the site.
Not involve uses, activities, processes, materials, equipment or conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of noxious or offensive production of noise, smoke, fumes, glare, vibration, odor or traffic.	<p>No changes are proposed regarding smoke, fumes, glare, vibration, odor, or traffic as a result of the proposed use.</p> <p>Staff do not anticipate a negative effect on noise. By moving lessons and certain training activities partially indoors, it can also be considered that the proposed use will likely reduce noise emitting from the site. The nearest residence is greater than 500 ft from the structure.</p>
All applicable federal, state and local licensing regulations shall be complied with. Initial and annual proof of such compliance shall be a condition of special use approval and the continuance thereof.	It does not appear that a license is required for the proposed use. However, should a license be required, proof of such license shall be submitted to the Township for its records.
As a minimum or unless specifically modified by the provisions in Section 17.07 the dimensional standards and landscape, buffering and parking regulations otherwise applicable to the use and/or zoning district shall be maintained as outlined within the other various applicable chapters of this Ordinance.	<p>All existing and proposed structures meet the minimum setback requirements. The proposed building height is 20ft to the Peak. For reference, this is shorter than the maximum allowed accessory building height on residential properties.</p> <p>Table 19-B of the Zoning Ordinance includes parking requirements for various land uses. For recreational uses, the Ordinance requires “(1) parking space per (4) persons maximum rated capacity.” The applicant has stated that the maximum capacity for the building is expected to be 25-30 persons. This means a minimum of eight (8) parking spaces are required for the proposed building. The applicant intends to satisfy this requirement by providing the required number of parking spots within the new proposed parking area, or by adding additional spots to the existing parking lot.</p> <p>Regarding landscaping, the existing site is heavily wooded and screened from 36th St and the neighboring properties. The existing and proposed structure is likely adequately screened from adjacent properties, in that the setback is over 280’ from the nearest property line, and existing mature growth trees are</p>

	present between the structure and all property lines of the lot. The proposed new structure will not affect the existing vegetation, nor will the ancillary use.
--	--

SECTION 17.07.2.C., STANDARDS APPLICABLE TO GOLF COURSES, COUNTRY CLUBS

- 1) *The minimum area shall be 40 acres for a par 3 course, 65 acres for a 9-hole course, and 120 acres for an 18-hole course.*
 - a. This Requirement is met. The subject site is 275 acres in area.
- 2) *No building or non-golfing use, with the exception of parking, shall be located within 200 feet of the front property line or 400 feet of the side and rear property lines.*
 - a. The nearest property line is to the east. The proposed building is setback 400ft from the east side yard property line, which satisfies this requirement.
- 3) *Parking areas shall be setback a minimum of 30 feet from all property lines and street right-of-way. A buffer strip shall be required if parking is located less than 50 feet from a property line.*
 - a. Parking for the proposed building will be setback far greater than 50ft from any property line or ROW. This requirement is met.
- 4) *Signs shall be subject to the regulations applicable to signs in the district in which the use is located.*
 - a. No signage is proposed. Future signage must meet the applicable regulations of the PUD Ordinance and Township Sign Ordinance.

NEIGHBOR COMMENTS

Two (2) residents have contacted staff requesting to review the applicants’ plans. The residents were sent the site plan and corresponding application documents. They did not provide any comment. No other neighbor comments were received.

CONSIDERATIONS

Per the staff review above, the Planning Commission should deliberate and determine the following:

- Does the proposed building meet the approval standards of Section 17.06 for Type II Special Uses and the Section 17.07.2.C applicable to golf course uses?

RECOMMENDATIONS

Motion to APPROVE case number 25-3911 to amend the site plan approved by Special Use Permit to allow construction of a building ancillary to the public golf course use at 8375 36th St SE for the following reasons:

1. The proposed building satisfies the Special Use Permit approval standards outlined in 17.06 of the Cascade Township Zoning Ordinance.

And with the following condition:

1. The use remain ancillary to the primary use (public golf course) of the property.
2. The applicant submit a site plan to Planning Department staff, demonstrating compliance with the access, parking, and loading requirements of the Cascade Township Zoning Ordinance.

ATTACHMENTS

1. Application
2. Application Narrative
3. Site Plan
4. Building Elevations & Floor Plan



CASCADE CHARTER TOWNSHIP

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

PLANNING & ZONING APPLICATION

APPLICANT Name: R's Post Frame, LLC
 Address: 9418 N. Derby Rd.
 City & Zip Code: Six Lakes, MI 48886
 Telephone: [REDACTED]
 Email Address: [REDACTED]

OWNER: * (If different from Applicant)
 Name: Quail Ridge Land Co. LLC
 Address: 8375 36th St. SE.
 City & Zip Code: Ada, MI 49301
 Telephone: [REDACTED]
 Email Address: [REDACTED]

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 checked="" type="checkbox"/> Site Plan Review *	<input type="checkbox"/> Sign Variance Subdivision
<input 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: **
Site plan review for erection of new building.

(**Use Attachments if Necessary)
 -SEE OTHER SIDE-

LEGAL DESCRIPTION OF PROPERTY**

- Attached -

(**Use Attachments if Necessary)

PERMANENT PARCEL (TAX) NUMBER: 41-19-14-300-028

ADDRESS OF PROPERTY: 8375 36th St. SE Ada, ME 49301

PRESENT USE OF THE PROPERTY: Golf Course / Commercial

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

Name(s)

Address(es)

Kyle Holmes

4583 Roseview Ct. SE
Ada, ME 49301

Tim Topolinski

5093 Clear Ridge Dr.
Ada, ME 49301

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.)

Kyle D. Holmes

KYLE D. HOLMES

Owner - Print or Type Name

Applicant - Print or Type Name

(*If different from Applicant)

Mikki Palmer

MIKKI Palmer

Owner's Signature & Date

Applicant's Signature & Date

(*If different from Applicant)

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

Rev. 7/27/21

To whom it may concern:

The new digital golf facility will allow the golf course to remain active year-round by providing an indoor, weather-independent space for play, practice, and instruction. Using advanced simulation technology, the facility will offer realistic golf experiences regardless of season, ensuring continued engagement during winter months or inclement weather. In addition, the building will serve as an education resource, welcoming schools to participate in hands-on learning opportunities that connect golf with technology, physics, math, and teamwork. This innovative space expands access to the game while supporting education and community involvement throughout the year.

Benefits:

On the off season, from 11/1 to 3/30 Monday thru Thursday will be scheduled intake, with Friday to Sunday being open for public exposure.

They already have Leagues with Grand Rapids Christian, Catholic Central and one more school is lined up.

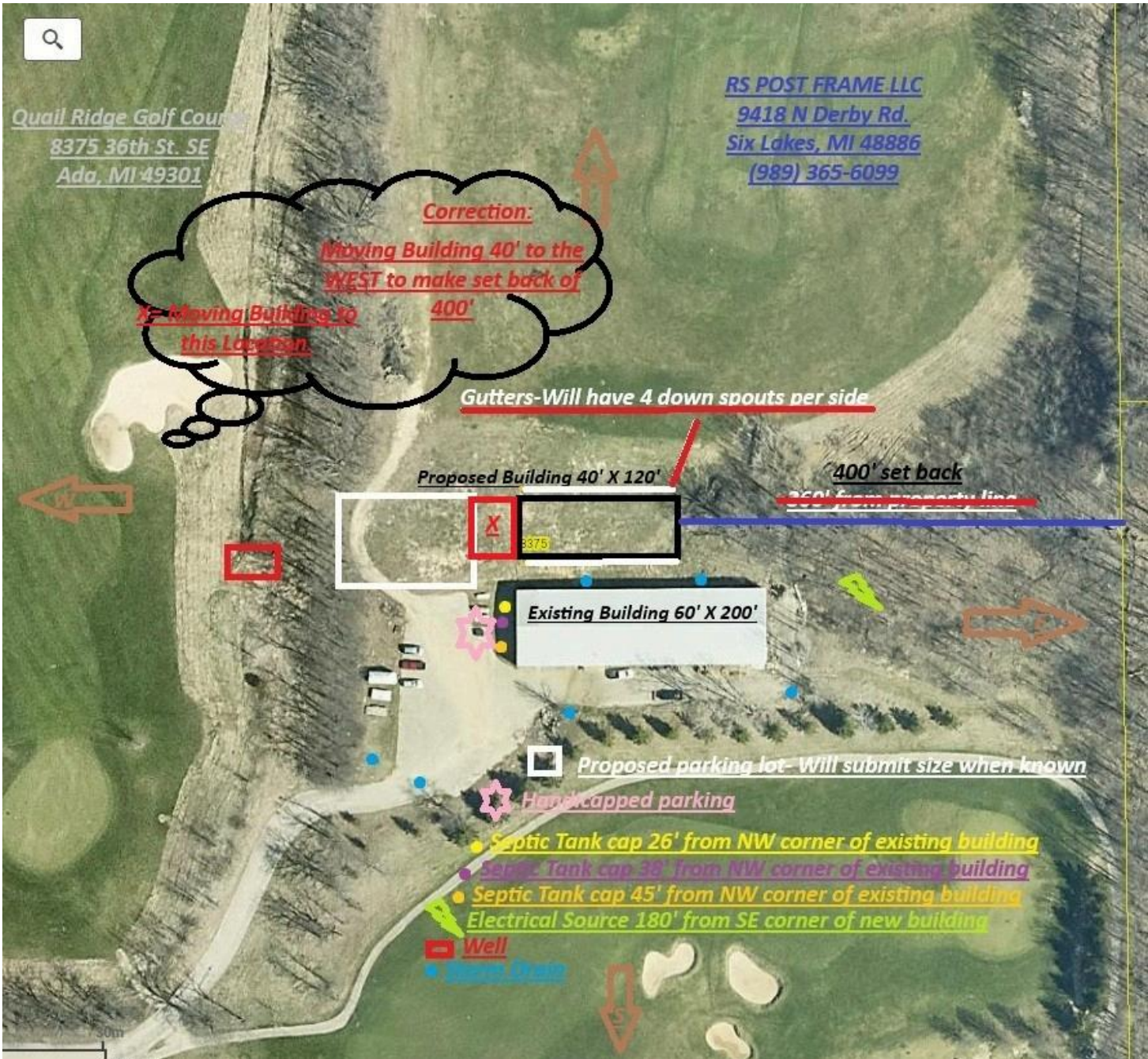
Offer an introductory for men, women, seniors, and children to introduce them to golf.

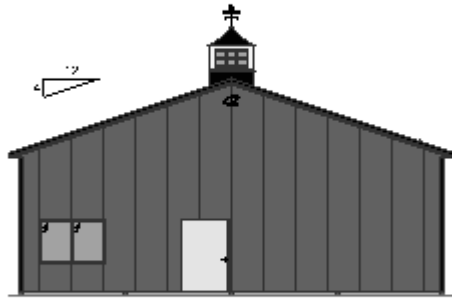
In the year of 2027, he wants to offer employment to 10 plus community Members.

Summer, it will be open by special request 9 am to 10 pm 7 days a week.

They already provide services to Davenport and Cornerstone Universities.

They already provide, most of these services, they would just like to be able to expand to reach more of the community.

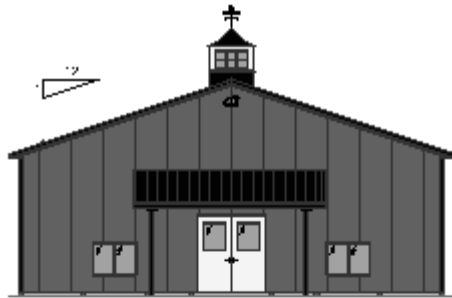




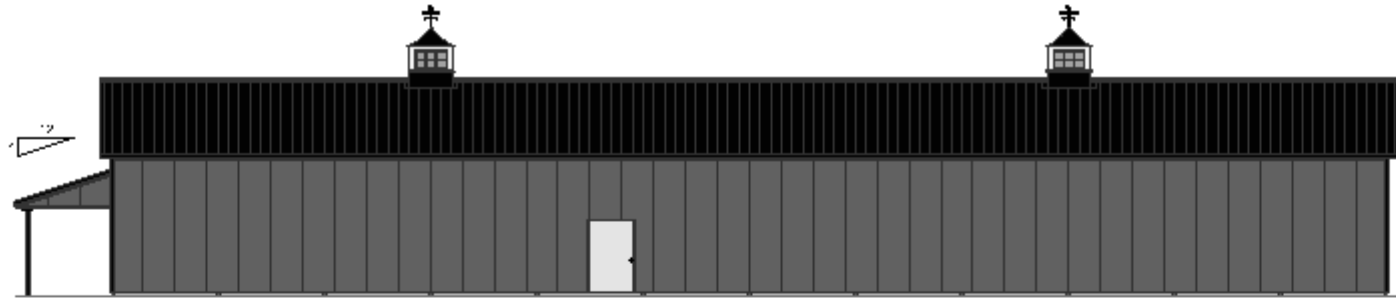
A2 ENDWALL 1 ELEVATION





B2 SIDEWALL 1 ELEVATION

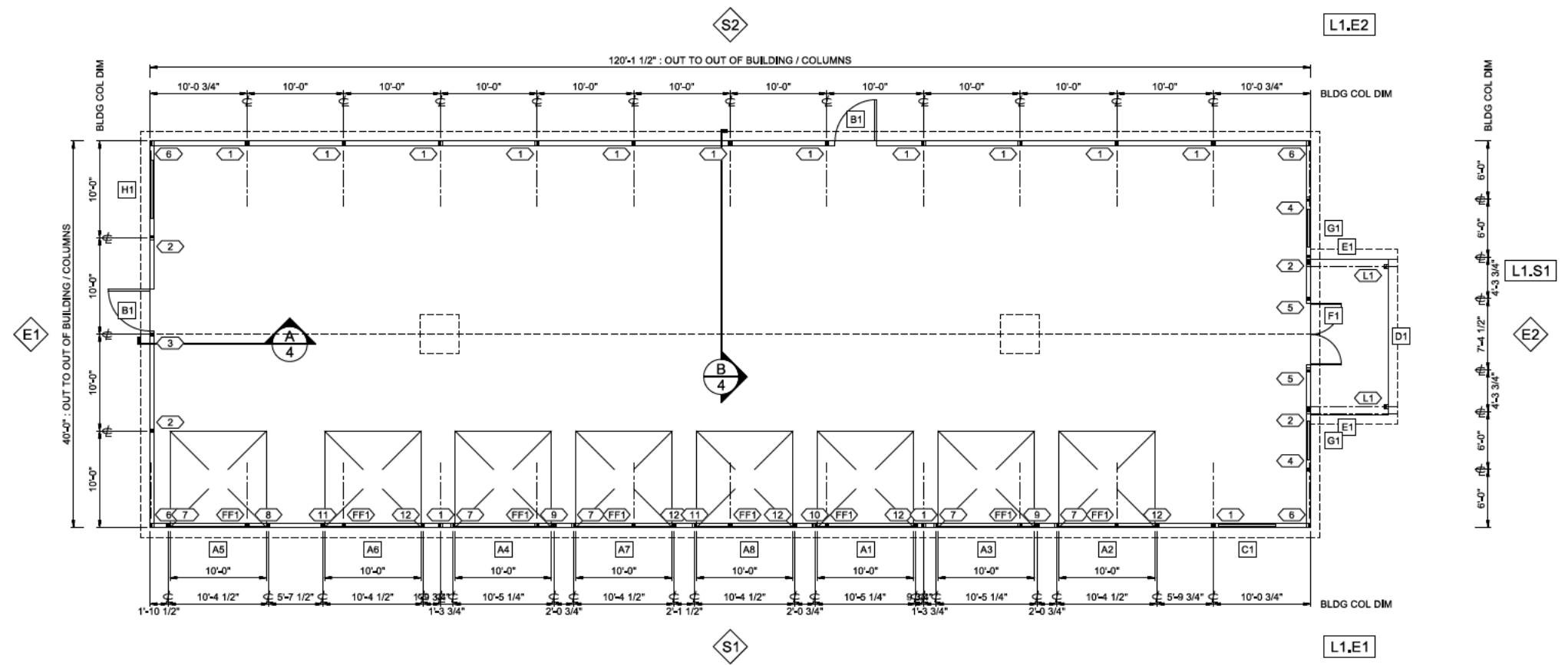


C2 ENDWALL 2 ELEVATION



D2 SIDEWALL 2 ELEVATION

	DEALER INFO.	CUSTOMER INFO.	BUILDING DESCRIPTION	Customer Approva	Bldg Direction	PROJ. R74A-15004-25-00 PROPOSAL DRAWINGS ONLY <small>Not intended for Construction Purposes</small> The information shown in this drawing is based on a preliminary design and is not intended to be a contract or project or legal document. <small>1/19/2024</small>
	RS Post Frame LLC 9418 N Derby Rd Six Lakes, MI 48886-8713	Quail Ridge Golf Club 8375 36th Street SE Ada, MI 49301	40'-0" x 120'-1" x 12'-0" Uni-Frame Embedded QP092525	_____ Print: DATE	 <small>© Lester Buildings</small>	



A3 FLOOR PLAN

COLUMN SCHEDULE

COLUMN ID	PART	SHAPE	LENGTH	BASE	SIZE	TYPE	YDS/BGS	DET	ANCHOR TYPE	BRS/SBLTS	DET
1	691170	FS666	22-00-00	-55	8x24	POURED	0.0776	EF203	BLOCK	-	EF211
2	C004	FE666	22-00-00	-52	8x18	POURED	0.0436	EF203	BLOCK	-	EF211
3	C005	FE666	26-00-00	-52	8x18	POURED	0.0436	EF203	BLOCK	-	EF211
4	C006	FE666	20-00-00	-52	8x18	POURED	0.0436	EF203	BLOCK	-	EF211
5	C007	FE666	24-00-00	-52	8x18	POURED	0.0436	EF203	BLOCK	-	EF211
6	692220	FE666	20-00-00	-55	8x18	POURED	0.0436	EF203	BLOCK	-	EF211
7	C008	FS66J6	20-00-00	-55	8x18	POURED	0.0436	EF203	BLOCK	-	EF211
8	C009	J6FS66	20-00-00	-55	8x24	POURED	0.0776	EF203	BLOCK	-	EF211
9	C010	J66FS66	20-00-00	-55	8x24	POURED	0.0776	EF203	BLOCK	-	EF211
10	C011	FS66J66	20-00-00	-55	8x24	POURED	0.0776	EF203	BLOCK	-	EF211
11	C008	FS66J6	20-00-00	-55	8x24	POURED	0.0776	EF203	BLOCK	-	EF211
12	C009	J6FS66	20-00-00	-55	8x18	POURED	0.0436	EF203	BLOCK	-	EF211
L1	C012	6F444	14-00-00	-52	8x18	POURED	0.0436	EF203	BLOCK	-	EF211
FF1	FLDFAB	FS666	2-04-11	132.75	-	HEADER	-	-	(2) HLD DWN	-	FO354

OPENING SCHEDULE

ID	MODEL	COLOR	NOMINAL	ROUGH	FRAME DET	FINISH DET
A1	OVERHEADDOOR - FBO		120"x120"		?	101675
A2	OVERHEADDOOR - FBO		120"x120"		?	101675
A3	OVERHEADDOOR - FBO		120"x120"		?	101675
A4	OVERHEADDOOR - FBO		120"x120"		?	101675
A5	OVERHEADDOOR - FBO		120"x120"		?	101675
A6	OVERHEADDOOR - FBO		120"x120"		?	101675
A7	OVERHEADDOOR - FBO		120"x120"		?	101675
A8	OVERHEADDOOR - FBO		120"x120"		?	101675
B1	WLK DOOR 7100 SOLID	B WHT	48"x80"	51 5/8"x81 1/8"	KC431	102035
C1	VINYL FIXED THERMAL PANE W/ EZ-V FLASHING	S WHT	72"x48"	72"x48"	KB222	102455
D1	FULLY-OPEN LEAN-TO WALL		192"x96"	185"x96"	?	?
E1	FULLY-OPEN LEAN-TO WALL		96"x96"	91"x96"	?	?
F1	EXPDOR 24X30 HALF GLASS	S WHT	72"x84"	76 1/2"x86 1/4"	KC431	102035
G1	VINYL SLIDER THERMAL PANE W/ EZ-V FLASHING	S WHT	48"x36"	48"x36"	KB222	102455
H1	VINYL SLIDER THERMAL PANE W/ EZ-V FLASHING	S WHT	72"x48"	72"x48"	KB222	102455



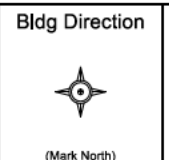
DEALER INFO.
 RS Post Frame LLC
 9418 N Derby Rd
 Six Lakes, MI 48886-8713

CUSTOMER INFO.
 Quail Ridge Golf Club
 8375 36th Street SE
 Ada, MI 49301

BUILDING DESCRIPTION
 40'-0" x 120'-1" x 12'-0"
 Uni-Frame Embedded
 QP092525

Customer Approval

 (Initials)
 DATE:



PROJ: R74A-15004-25-00
PROPOSAL DRAWINGS ONLY
 Not Intended for Construction Purposes
 The information presented in this drawing is based on a preliminary design using the input provided. The final design is subject to Lester Engineering review.
 * NOT TO SCALE *

CASCADE CHARTER TOWNSHIP

PLANNING COMMISSION

**MONDAY, January 19, 2026
6:00 PM**

ARTICLE 10.

Planning Commission Annual Report

PLANNING DEPARTMENT

2025

Annual Report

CASCADE CHARTER TOWNSHIP
PLANNING COMMISSION DRAFT

CASCADE CHARTER TOWNSHIP 2025

TOWNSHIP BOARD

Grace Lesperance, Supervisor
Sue Slater, Clerk
Windy Korstange, Treasurer
John Shipley, Trustee
Timmy Noordhoek, Trustee
Scott Rissi, Trustee
Chris Noordyke, Trustee

PLANNING COMMISSION

Alan Rowland, Chair
Scott Kraemer, Vice Chair
Windy Korstange, Board
Robert Cribbs
David Madiol

ZONING BOARD OF APPEALS

Lou Berra, Chair
Aaron Mead, Vice Chair
Alan Rowland, Planning Commission
Valerie Milliken
Timmy Noordhoek, Trustee
Jennifer Pupilava, Alternate

PLANNING STAFF

Andrea Hendrick, Planning Director
Ryan Sennett, DDA Manager
Nick Govan, Administrative Assistant

December 29, 2025

The Cascade Charter Township Planning Department is pleased to present our annual year in review in the form of the **2025 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 requests and reviews has also been provided as an appendix to this document.

The Planning Department consists of the Planning Director, Planning and Zoning Administrator, and Planning Administrative Assistant. The Department has also relied heavily on Chris Khorey from McKenna & Associates, and Eric Ensley for the drafting of the Zoning Ordinance.

Following a wave of turnover in staff, 2025 has become the first full year with the current staff in the Planning Department and significant progress has taken place regarding the internal operation and modernization of the Department. The department has made great progress towards our goal of preserving institutional knowledge and maintaining easily accessible records of all Planning and Zoning cases. All planning, zoning, and land division applications are stored in BSA from submission, with each step of the review process recorded and all associated documents attached to the file.

With the adopted Township Master Plan as a guide, we began the comprehensive rewrite of the Cascade Charter Township Zoning Ordinance. The majority of this work was done through the Zoning Ordinance Subcommittee. Once the full document was drafted, the full board provided feedback and additional edits. The end of 2025 was spent collecting public feedback. Adoption is anticipated in early 2026.

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.

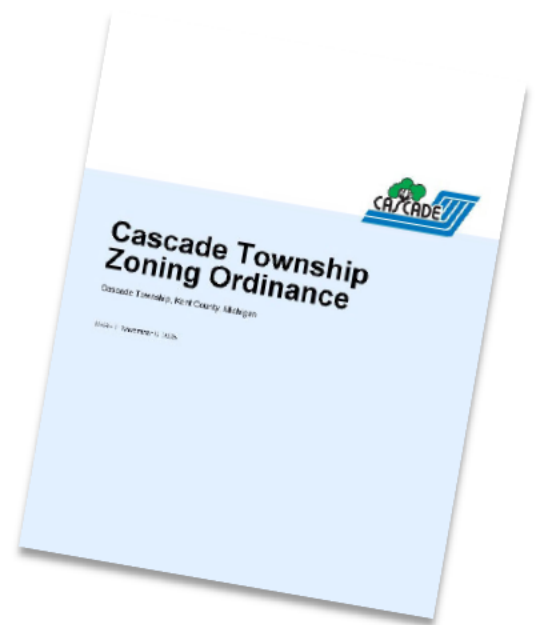
Sincerely,



Andrea Hendrick

ZONING ORDINANCE UPDATE

One of the Planning Commission's biggest accomplishments in 2025 was the creation of the updated 2025 Zoning Ordinance. The current Zoning Ordinance was adopted in 1974 with multiple amendments. Over time the document has become fragmented. Some areas contain duplicative or contradictory material. Other, more recently updated sections have strong language that is only narrowly applied. The Zoning Ordinance rewrite process preserved the existing, strong sections of the Zoning Ordinance and supplemented missing regulatory and procedural language.



The key driving motivation for the Zoning Ordinance rewrite is to have a functional document for the Township that accurately reflects the goals and objectives of the Master Plan and provides teeth to effectively administer the Township goals of preservation and targeted (re)development.

The rewritten Zoning Ordinance is the mechanism for rural and greenspace preservation, parameters on new development and redevelopment, and other important Township initiatives. Some important themes and features of the updated Zoning Ordinance include:

- Farmland and rural preservation tools and regulations
- Updated process for accessory buildings
- New provisions and guidance for animals in residential zone districts
- Integration of the Private Streets and Subdivision Ordinance
- Modified design standards for the Village
- Addition of Mixed-Use Overlays to commercial zone districts
- Updated processes and procedures
- Creation of a preapplication conference process for developers

The Township is currently conducting public open houses and targeted meetings with impacted areas to provide education and gain feedback. The current version was introduced by the Board on November 6th of 2025. Adoption is anticipated in early 2026.

HOTEL LICENSE ORDINANCE

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



After adoption of the Hotel License Ordinance in May of 2024, internal processes and procedures were created to facilitate the licensing process. Many of the initial 2025 Hotel Licenses were issued in April and May of 2025 due to the number of staff concerns needing to be addressed. All 16 hotels in the township received a hotel license in 2025. Applications for 2026 license renewal were due October 1, 2025. As anticipated, the application review process was quicker than the initial issuance of licenses.

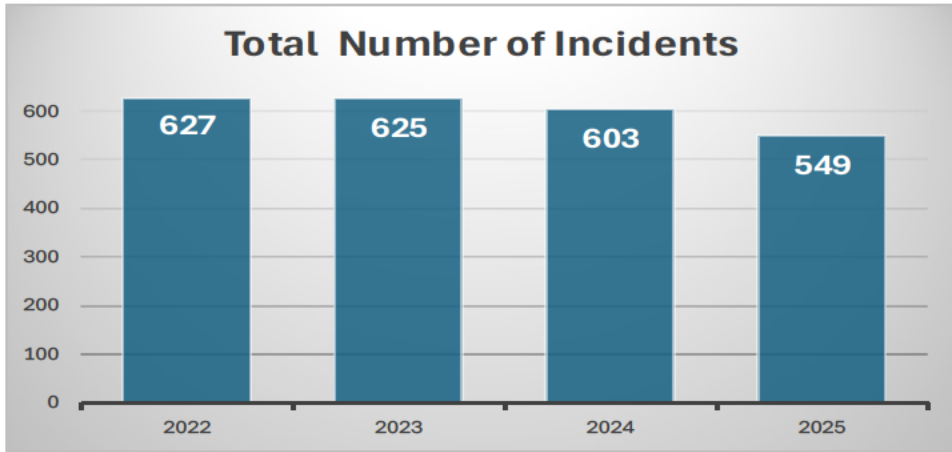
2026 Hotel License Issuance

The Planning Department is working with the Managers office to issue licenses for most hotels by the end of January. Two (2) hotels were required to submit remediation plans to address compliance issues from 2025. Overall, Public Safety has seen a decrease in criminal activity and an increase in property appearance by just participating in the license application process. Staff have observed noticeable site improvements during application review and annual inspections, including:

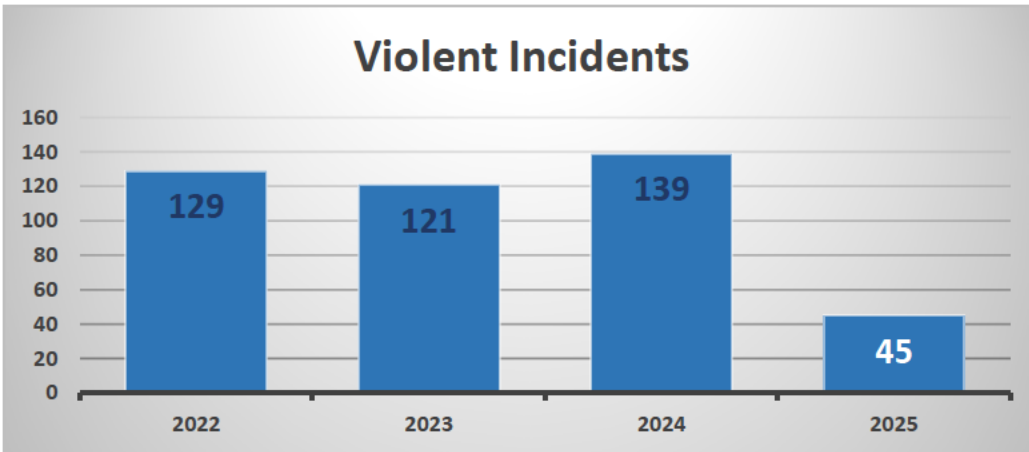
- Access drive and parking lot improvements (8 of 16 hotels)
- Decrease in Violent Crime
- Call for service decreases (12 of 16 hotels in Q1-Q3 of each year)
- Additional landscaping installed
- Decreased litter and debris overall

Crime Impact

2022-2024 vs 2025 --- 11.2% Decrease in Average Number of Incidents



The lower chart includes crimes with violent or major health/safety impacts: Human Trafficking, obstructing justice, drug overdose, obstructing police, felonious assault, domestic assault, motor vehicle theft, suicide attempts, sex crimes, family abuse, disorderly conduct, prostitution, and weapons crimes. 2025 Data includes incidents from Jan-October. Even if a proportionate number of incidents are added in 2025, the total number of incidents is still HALF AS MANY as the average number of incidents in 2022 – 2024.



BOARDS AND COMMISSIONS

The Planning Department acts as staff liaison to the Planning Commission and the Zoning Board of Appeals. The Zoning Board of Appeals membership has remained almost the same as the 2024 ZBA. The former Board representative has been replaced by Trustee Noordhoek. Otherwise, the Board has remained the same. The Planning Commission has seen significant turnover due to elections and resignations. This is reflected in the attendance chart below.

Attendance

In 2025 the Planning Commission had a total of 15 meetings, and the Zoning Board of Appeals had a total of 3 meetings. Below is a chart of meetings and attendance by the members. The alternate for the Zoning Board only attends when needed.

2025 Planning Commission Attendance							
	Chair Rowland	Vice Chair Kraemer	Korstange	Cribbs	Madiol	Bruneau	Richardson
January 6	P	P	P	-	-	P	P
January 20	E	P	P	-	-	A	P
March 3	P	E	P	P	E	A	-
March 10	P	P	P	P	E	-	-
April 7	P	P	P	P	P	-	-
April 21	P	P	P	P	P	-	-
May 19	P	P	P	P	P	-	-
June 2	P	P	P	P	P	-	-
June 16	P	P	P	P	P	-	-
July 7	P	P	P	P	P	-	-
August 4	E	P	P	P	E	-	-
August 18	E	P	P	P	P	-	-
September 22	P	P	P	P	P	-	-
November 3	P	P	P	P	P	-	-
December 1	E	P	P	P	P	-	-
Attendance Total	11	14	15	13	10	1	2

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

Cancelled Meetings: July 21, September 8, October 6, October 20, November 17, December 15

2025 Zoning Board of Appeals Attendance

	Chair Berra	Vice Chair Mead	Milliken	Noordhoek	Rowland	Puplava
January 14	P	E	P	P	-	-
May 13	P	P	E	P	P	P
September 9	P	E	P	P	P	-
Attendance Total	3	1	2	3	2	1

Key: P-present, A-Absent, E-Excused
Cancelled Meetings: February 11, March 11, April 8, June 10, July 8, August 12, October 14, December 9

GENERAL DEPARTMENT ITEMS

Modernizing the Department

The Planning Department is continually reviewing internal processes and procedures to ensure accurate and complete reviews. At the beginning of this year, the Planning Department began entering all Planning and Zoning applications into BS&A when they are submitted. Each review step is recorded throughout the review process, allowing all staff to view the progression of an application. If an item is reviewed and approved by the Planning Commission, all conditions of approval are entered into the database, and the case is not closed until all conditions are met.

Additionally, the Planning Department has previously only accepted cash and check as payment for Planning and Zoning fees. The Planning Department has worked with finance to provide residents and developers with the option to pay by credit card.

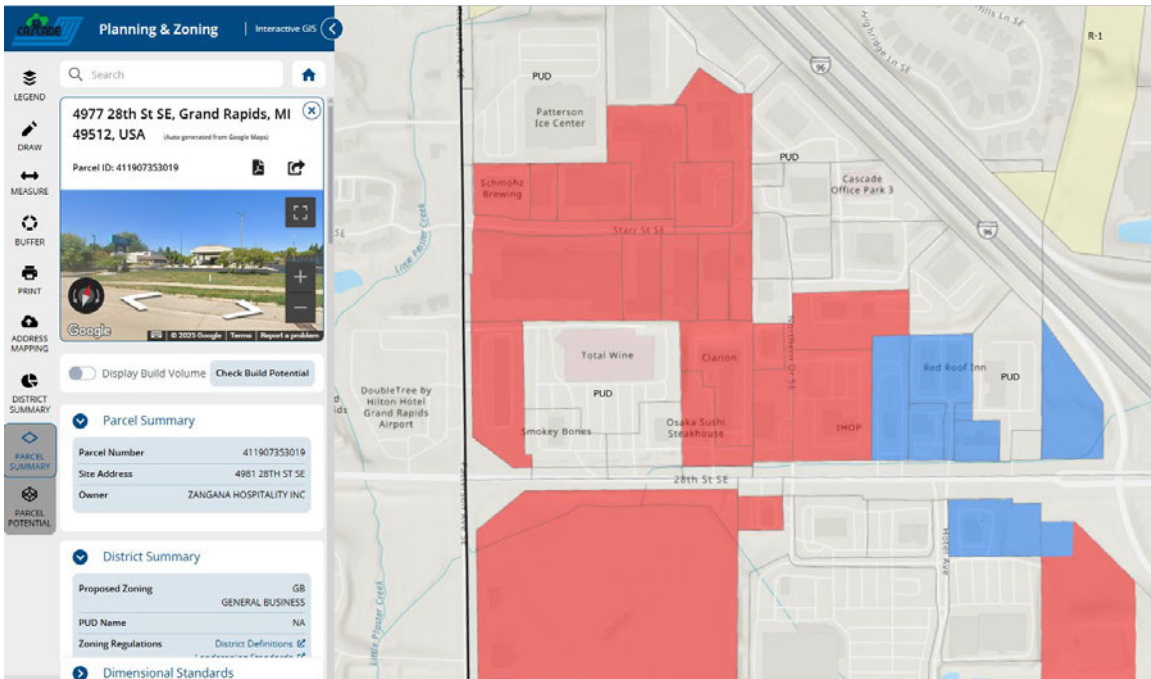
Enforcement

Starting in March of 2025, staff developed a monthly code enforcement report. This report is attached to the meeting packet for the first Board of Trustees meeting of each month. The report includes information such as new enforcement cases, closed enforcement cases, total open enforcement cases, and a list of inspections conducted throughout the month. The following chart depicts the total number of enforcement cases filed in 2025 by month. A total of 80 cases were filed, with 71 cases currently resolved/closed.

CASCADE CHARTER TOWNSHIP - 2025														
Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Filed	Closed
CASCADE TWP ORDINANC	0	0	2	1	4	2	10	2	6	5	3	2	37	34
ZONING	4	4	8	4	2	3	5	1	5	2	2	3	43	37
TOTALS:	4	4	10	5	6	5	15	3	11	7	5	5	80	71

Online Zoning Map

A beta version of the Planning & Zoning Interactive Map was launched at the end of 2025. The map is a tool that property owners and staff can use to find specific zoning regulations for their property. It contains both allowed uses by Zone District and dimensional regulations with links to relevant sections of the Zoning Ordinance. If the property is in a PUD, a link to the specific PUD regulations will be provided. Users can also generate a PDF version of the information. After the final adoption of the new Zoning Ordinance, the map will be available on the department page of the Township website. In 2026, the Department’s website will be redesigned to provide quick access to this map and other maps that are helpful for the residents of Cascade.



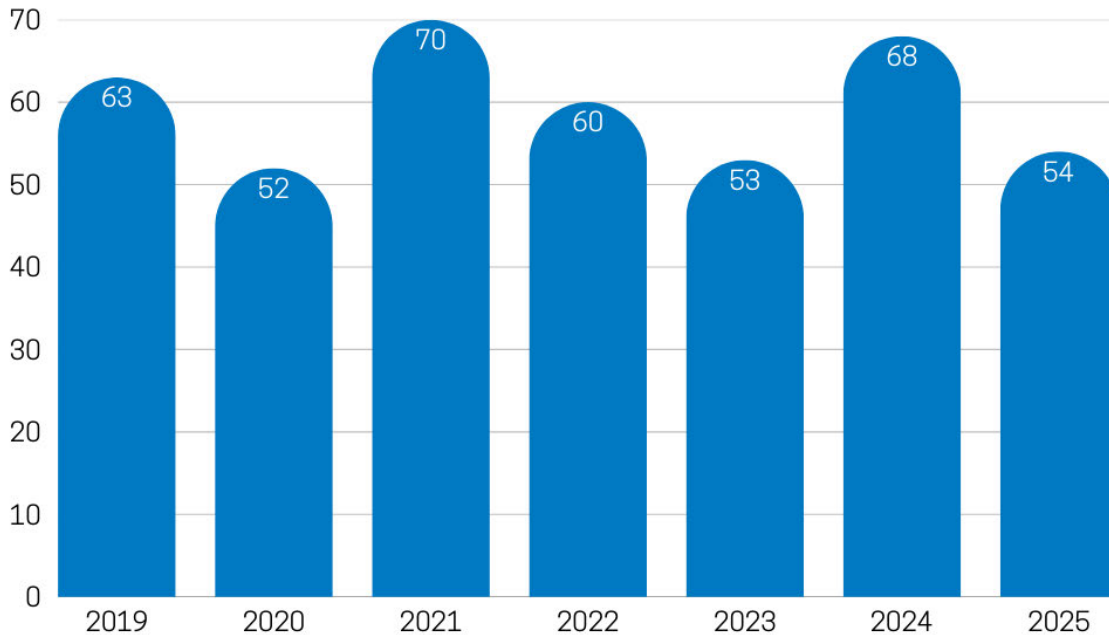
DEVELOPMENT REVIEWS

Development Reviews

In 2025, the Planning Department completed 54 formal development reviews. A total of two requests from 2024 carried over into the 2025 calendar year. Similarly, many of the projects initiated in 2025 will still be active in 2026. 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

2019-2025



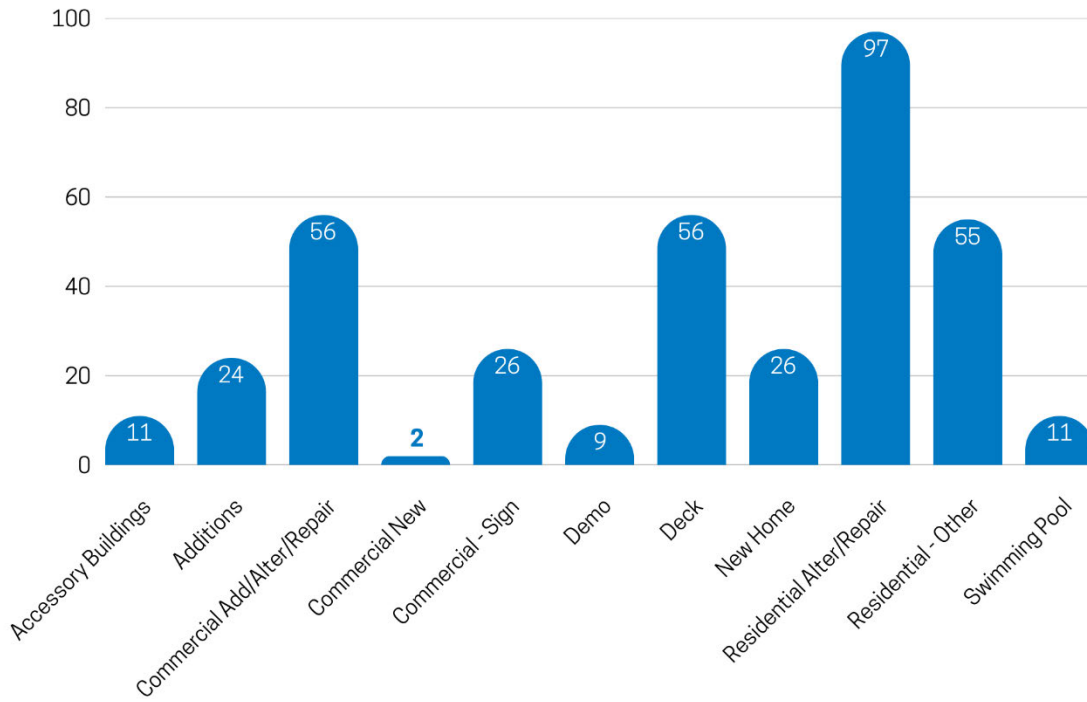
DEVELOPMENT ACTIVITIES BY TYPE 2019 -2025

Activity/Year	2019	2020	2021	2022	2023	2024	2025
Planning Commission							
Planned Unit Developments	4	2	4	2	2	4	3
Rezoning	0	0	0	0	1	0	2
Site Plan Reviews	3	5	6	7	5	9	4
Special Use Permits	11	10	15	13	17	13	13
Plat/Site Condo Reviews	1	1	0	0	0	0	0
Other Activities	3	0	3	2	2	2	1
Subtotals	22	18	28	24	27	28	23
Zoning Board of Appeals							
Variances	11	16	17	18	14	15	4
Planning Department							
Admin Site Plan Reviews	7	3	10	8	4	10	7
Lot Split (Cases)	23	15	15	10	9	15	20
Subtotals	30	18	25	18	13	25	27
TOTALS	63	52	70	60	53	68	54

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 required zoning regulations are reviewed and approved by the Planning Department before the issuance of a building permit. Below is a list of planning reviews completed by the Planning Department in 2025. Please note that planning staff conduct reviews on all building permits whether there is a formal planning review conducted by Planning.

BUILDING PERMIT - PLAN REVIEW



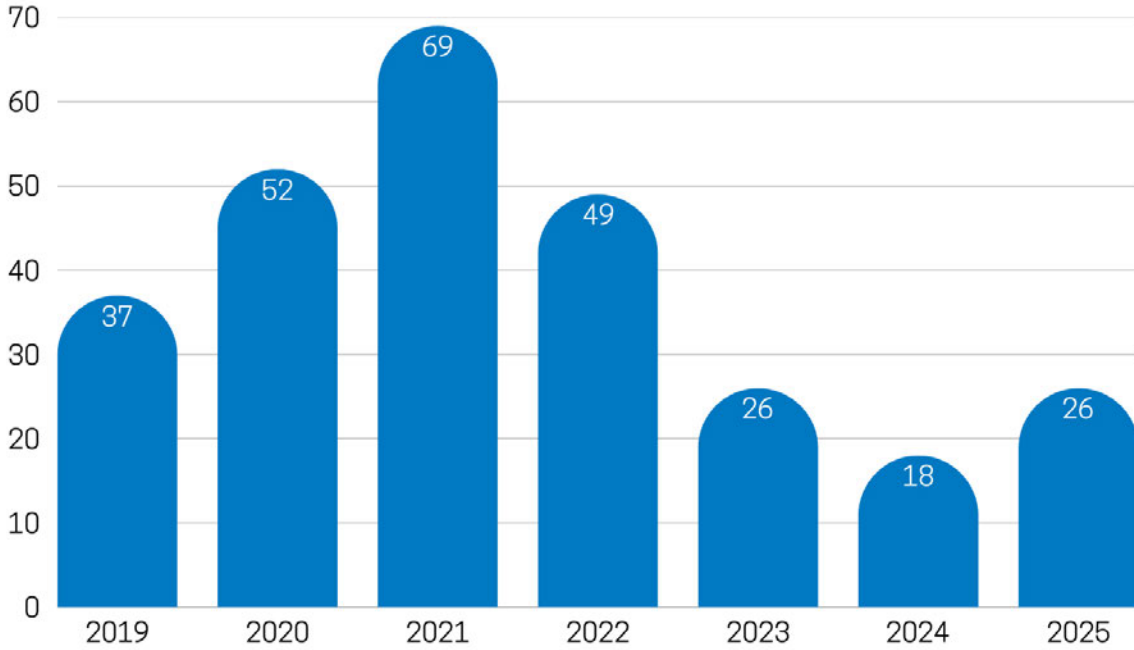
All Cascade Planning and Zoning Reviews: 373

Historical Residential Permits

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

RESIDENTIAL BUILDING PERMITS

2019-2025



Case Summaries

The following pages provide a brief synopsis for each type of development request that was reviewed in 2025.

2025 Development Request

Planned Unit Developments					
Case	Applicant	Request	Location	PC Action	TB Action
25-3889	Michael Houseman	Creation of Planned Unit Development for Car Wash	5007 28th St SE	Under Review	Pending
25-3890	Jonathan Durell	Text-Amendment to add the property at 5178 Burton St. SE to PUD-27 (High Ridge Condominiums)	5178 Burton St SE	Approved	Approved
25-3909	Finko LLC	Amendment to PUD 55 (Sentinel Pointe) for a previously approved site plan for the Round Hill Development	Round Hill Ct SE	Under Review	Under Review
Site Plan Review					
Case	Applicant	Proposed Land Use	Location	Zoning	Action
25-3885	Old National Bank	Construction of a 3,470 sqft bank	2851 Charlevoix Dr SE	PUD-39	Approved
25-3886	James Vandenberg	Amendment to a previously approved Site Plan for 5441 36th St SE	5441 36th St SE	I	Approved
25-3888	Rishi Makkar	New retail building to replace the existing retail structure	6859 Cascade Rd SE	B-1	Approved
25-3894	Ben Cobb	Expansion in the existing parking and access aisles on the southwest side of the property. Reduction in the bufferyard depth on the south side of the property.	4995 Starr St SE	I	Approved
Special Use Permits					
Case	Applicant	Request	Location	Zoning	Action
24-3842	Kraft Avenue Partners LLC	Amendment to the approved Site Plan associated with the Type II Special Use Permit approval to combine two (2) industrial buildings and the associate parcels	5824 & 5784 Kraft Ave SE	TI / Overlay B	Approved
25-3880	Bruce Wright	Amendment to the approved Site Plan associated with the Type I Special Use Permit approval for an accessory building exceeding 832 sqft in area	3895 Cherry Ln SE	ARC	Approved
25-3887	Engelsma Homes LLC	Type I Special Use Permit to allow an accessory building over 832sqft	7320 Whispering Ridge Dr SE	R-1	Withdrawn
25-3891	Matthew Kraker	Type I Special Use Permit to allow an accessory building in the front yard	5540 Whitneyville Ave SE	ARC	Approved
25-3893	Carrie Borchers & Dan Wilder	Type I Special Use Permit to allow an accessory building in the front yard	8751 Cascade Rd SE	FP	Approved
25-3897	The Speed Collection LLC	Type II Special Use Permit to allow for a high-end automotive protection and detailing facility within the existing commercial strip mall at 6250 28th St SE	6250 28th St SE	PUD-39 / B-2	Approved
25-3899	Daniel Woods	Type I Special Use Permit to allow an accessory building over 832sqft	8300 Cascade Rd SE	R-1	Approved
25-3901	Durk Martin	Type I Special Use Permit to allow an accessory building in the front yard	7890 36th St SE	R-1	Approved
25-3902	Trang Huynh	Type I Special Use Permit to allow an accessory structure in the front yard	5138 Thornapple Riv Dr SE	ARC	Approved
25-3903	Mason Leffew	Type I Special Use Permit to allow a 6-foot tall fence in the front yard	7269 Thorncrest Dr SE	R-1	Under Review
25-3904	Joseph Erdman	Type I Special Use Permit for construction of a mixed use building in the Village.	2899 Thornapple Riv Dr SE	B-1	Under Review
25-3906	Daniel Pinkham	Type I Special Use Permit to allow an accessory building over 832sqft	8178 Bolt Dr SE	ARC	Under Review
25-3911	R's Post Frame LLC	Amendment to the previous Type II Special Use approval to operate an 18-hole public golf course with an associated clubhouse and ancillary buildings, located at 8375 36th St SE. The applicant is proposing to construct a 4,800 sqft ancillary building on the property.	8375 36th St SE	PUD-61	Under Review

2025 Development Request

Administrative Site Plan Review					
Case	Applicant	Proposed Land Use	Location	Zoning	Action
25-3879	5357 52nd St LLC	Request to expand existing parking on the west side of building to provide an additional 36 parking spaces	5357 52nd St SE	I / Overlay B	Withdrawn
25-3882	Ada Grove LLC	Create a private road to provide access to 45th St SE for three (3) parcels	8306 45th St SE	R-1	Approved
25-3896	Kaz Darehshori	Create a private road to provide access to Spaulding Ave SE for two (2) parcels	1850 Spaulding Ave SE	R-1	Approved
25-3900	Skc Land LLC	Update Sequoia Dr SE to provide access for six (6) parcels	7510 48th St SE	R-1	Under Review
25-3905	Harvest Health	Updated siding and the addition of an entrance vestibule at 6807 Cascade Rd SE	6807 Cascade Rd SE	B-1	Under Review
25-3907	Engelsma Homes LLC	Create a private road to provide access to Quiggle Ave SE and 28th St SE for eighteen (18) parcels	3195 Quiggle Ave SE	ARC	Under Review
25-3910	Riverside Ridge LLC	Create a private road to provide access to Sandy Hollow Dr SE for two (2) parcels	7635 Sandy Hollow Dr SE	R-1	Under Review
Zoning Ordinance Text Amendments					
Case	Applicant	Request	Location	PC Action	TB Action
25-3881	Cascade Township	Amendment to Cascade Township Map for 1701 Spaulding PUD-97 to RC - Rural Conservation	1701 Spaulding Ave SE	Recommended approval	Approved
25-3883	W M Brick and Stone LL	Conditional Rezoning from AC – Airport Commercial and ARC – Agriculture Rural Conservation to I – Industrial with Specific Conditions proposed by the applicant	6103 60th St SE	Under Review	
25-3892	Cascade Township	Comprehensive amendments to the Township Zoning Ordinance including, but not limited to, restructuring/formatting. The amendments also rezone multiple parcels in the Township’s Zoning Map		Recommended approval	Introduced
Carried over from 2024					
Case	Applicant	Request	Location	Zoning	PC Action
24-3870	Aalborz Chemical LLC	Change of use for industrial building to office space, warehousing, manufacturing, and distribution	5250 52nd St SE	TI	Under Review
24-3877	Engelsma Homes LLC	Type I Special Use permit to build an accessory building over 832sqft	7320 Whispering Rdg Dr SE	R-1	Withdrawn

2025 Development Request

Zoning Board of Appeals					
Case	Applicant	Request	Location	Zoning	ZBA Action
25-3884	Bank of America	Variance from Section 19.19 of the Zoning Ordinance to allow for lighting levels exceeding the 5 footcandle maximum allowed	6464 28th St SE	B-2	Denied
25-3895	Carrie Borchers & Dan Wilder	Variance of 13.8 ft to the south property line front yard setback for the construction of an accessory building	8751 Cascade Rd SE	FP	Approved
25-3898	Lanterns of Cascade Association	An appeal to the administrative amendment to the approved Site Plan for the Lanterns Planned Unit Development	Lamppost Circle	PUD	Withdrawn
25-3908	Stephen Watt	Variance of 8.7 ft to the west property line side yard setback for the extension of a attached garage	3412 Goodwood Dr SE	R-2	Withdrawn
Lot Split					
Case	Applicant	Parcel Numbers	Address	Number of parcels	Action
LD25003	Taylor Caughon	41-19-15-126-003, 41-19-15-126-024, 41-19-15-126-013	7531 30th St SE	Reconfiguration	Approved
LD25004	Cascade Holdings LLC	41-19-06-276-026, 41-19-06-276-027	1591 Galbraith Ave SE	Reconfiguration	Approved
LD25005	Ada Grove LLC	41-19-26-127-003	8306 45th St SE	3	Approved
LD25006	James Pollock	41-19-17-102-007	2851 Charlevoix Dr SE	1	Approved
LD25007	Anthony Giusti	41-19-09-426-016	1767 Thornapple Riv Dr SE	1	Denied
LD25008	Thomas Geyer	41-19-13-251-016	3080 Pickford Dr SE	Easement Removal	Approved
LD25009	Robert & Maria Meleca	41-19-07-226-001	1800 Watermark Dr SE	Reconfiguration	Approved
LD25010	Tom Natale	41-19-28-400-023, 41-19-28-400-029	5106 Thornapple Riv Dr SE	Reconfiguration	Approved
LD25011	5725 52nd St LLC	41-19-29-300-030, 41-19-29-300-014, 41-19-29-300-015	5725 52nd St SE	Reconfiguration	Approved
LD25012	Nolan & Kimberly Gottschalk	41-19-04-301-014, 41-19-04-301-032	1855 Laraway Lake Dr SE	Reconfiguration	Approved
LD25013	Jon Jipping	41-19-10-476-011	7779 Silverthorn Dr SE	Reconfiguration	Approved
LD25014	Plastic Plate Inc	41-19-18-477-006, 41-19-18-477-034	3439 Kraft Ave SE	Reconfiguration	Approved
LD25015	Tyler Brown	41-19-22-300-010, 41-19-32-300-047, 41-19-32-300-045	5824 Kraft Ave SE	Reconfiguration	Approved
LD25016	SKC Land LLC	41-19-27-301-023	7510 48th St SE	6	Hold
LD25017	Branden Foote	41-19-26-127-005, 41-19-26-127-006	8330 45th St SE	Reconfiguration	Denied
LD25018	Robert Camp	41-19-14-200-019, 41-19-13-100-025, 41-19-14-400-037	3195 Quiggle Ave SE	18	Under Review
LD25019	Shaun Burket	41-19-27-427-046, 41-19-27-427-045, 41-19-27-476-003	7804 Thornapple Byu Dr SE	Reconfiguration	Under Review
LD25020	Riverside Ridge LLC	41-19-27-451-009	7635 Sandy Hollow Dr SE	2	Under Review
LD25021	Nick Mans	41-19-06-176-002, 41-19-06-176-007	1427 Spaulding Ave SE	Reconfiguration	Under Review
LD25022	Engelsma Homes LLC	41-19-14-200-019, 41-19-14-400-037	8755 Setting Dr SE	Reconfiguration	Under Review