



**CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
AGENDA FOR
REGULAR COUNCIL MEETING
GRAND HAVEN CITY HALL*
COUNCIL CHAMBERS
519 WASHINGTON AVE
MONDAY, JUNE 2, 2025
7:30 PM**

1. MEETING CALLED TO ORDER

2. ROLL CALL

3. INVOCATION

A. Reverend Doctor Jared C. Cramer, St. John's Episcopal Church

4. PLEDGE OF ALLEGIANCE

5. REAPPOINTMENTS TO BOARDS & COMMISSIONS

ATTACHMENT A

- A. Ben Ennenga, Airport Board, term ending June 30, 2030.
- B. Dennis Swartout, Airport Board, term ending June 30, 2030.
- C. Steve Harvey, Audit Review Committee, term ending June 30, 2029.
- D. Craig Zysk, Board of Review, term ending June 30, 2028.
- E. Michael Poort, Duncan Park Commission, term ending June 30, 2030.
- F. Steffi Thayer, Human Relations Commission, term ending June 30, 2026.
- G. John Steinbach, Main Street Downtown Development Authority, term ending June 30, 2029.
- H. Nicki Bonczyk, Musical Fountain Committee, term ending June 30, 2029.
- I. Jim DeVries, Parks & Recreation Board, term ending June 30, 2030.
- J. Daniel Borchers, Planning Commission, term ending June 30 2028.
- K. Amy Kozanecki, Planning Commission, term ending June 30 2028.
- L. Kerry Bridges, Zoning Board of Appeals, term ending June 30 2028.
- M. Paul Shibley, Zoning Board of Appeals, term ending June 30 2028.

6. NEW APPOINTMENTS TO BOARDS & COMMISSIONS

7. APPROVAL OF CONSENT AND REGULAR AGENDA

8. CONTINUATION OF WORK SESSION (IF NEEDED)

9. CALL TO AUDIENCE – ONE OF TWO OPPORTUNITIES

At this time, members of the audience may address Council on any item, whether on the agenda or not. Those addressing Council are asked to provide their name and address and will be limited to three minutes of speaking time. Council will hear all comments for future consideration but will not have a response at this time. Those not physically present who would like to call in may dial 616-935-3203.

10. PRESENTATION

ATTACHMENT B

- A. Proclamation recognizing the month of June 2025 as Pride Month.

11. CONSENT AGENDA

ATTACHMENT C

- A. Approve the Special Work Session and Regular Council meeting minutes for May 19, 2025.
- B. Approve the bill's memo in the amount of \$408,901.16.
- C. Approve a resolution for a professional services proposal from Abonmarche Byce for the Grand Haven Entrance Light Historic Interpretation Development project in the amount of \$17,000.00, with costs being reimbursed by the Grand Haven Lighthouse Conservancy.
- D. Approve a Social District Permit Application from British Landing Enterprises Inc., located at 100 Washington Avenue, Grand Haven, Michigan 49417, contiguous to the common area designated by the Grand Haven City Council and pursuant to MCL 436.1551 for consideration for approval by the Michigan Liquor Control Commission.
- E. Approve a Social District Permit Application from Twelve Corners Vineyards, LLC, located at 41 Washington Avenue, Suite 144, Grand Haven, Michigan 49417, contiguous to the common area designated by the Grand Haven City Council and pursuant to MCL 436.1551 for consideration for approval by the Michigan Liquor Control Commission.
- F. Approve a resolution to participate in the Ottawa County Tax Foreclosure Avoidance Payment Reduction Program offered and administered by Ottawa County to assist City of Grand Haven qualifying delinquent taxpayers in fulfilling property tax obligations.
- G. Approve a resolution to award the Grand Haven Inner Lighthouse Project to Pushaw Builders of Grand Haven, Michigan in the not to exceed amount of \$130,060.00, with costs being reimbursed by the Grand Haven Lighthouse Conservancy.
- H. Approve a resolution recognizing and proclaiming the month of June 2025 as Pride Month.

12. UNFINISHED BUSINESS

ATTACHMENT D

- A. Consideration by City Council of a final resolution to approve a zoning change request from TI, Transitional Industrial District to PD, Planned Development District and associated Preliminary Development Plan for South Village PD located on what is commonly referred to as the Dake property at 700 & 724 Robbins Road. (parcels #70-03-33-100-072 & #70-03-33-100-073).

13. PUBLIC HEARING

ATTACHMENT E

- A. The Mayor opens the public hearing regarding an introductory resolution to approve the zoning change request from CB, Central Business District to PD, Planned Development District and associated Preliminary Development Plan for a hotel at 233 Washington Avenue. (parcel #70-03-20-432-017).
- B. The Mayor closes the public hearing.
- C. Consideration by City Council of a resolution to approve an introductory resolution to approve the zoning change request from CB, Central Business District to PD, Planned Development District and associated Preliminary Development Plan for a hotel at 233 Washington Avenue. (parcel #70-03-20-432-017).

14. NEW BUSINESS

ATTACHMENT F

- A. Consideration by City Council of a resolution to approve HDR Task Order 019, Task 006 in the not to exceed amount of \$414,608.00 for Fiscal Year 2025/2026 and authorize the Mayor and City Clerk to execute the necessary documents.

Board of Light and Power recommends approval.
Administration recommends approval.

- B. Consideration by City Council of a resolution to approve HDR Task Order 020, Task 14 in the not to exceed amount of \$165,692.00 for Fiscal Year 2025/2026 and authorize the Mayor and City Clerk to execute the necessary documents.

Administration recommends approval.

15. CORRESPONDENCE & BOARD MEETING MINUTES

ATTACHMENT G

- A. Cemetery Board Meeting Minutes of April 14, 2025.
- B. Community Center Board Minutes of February 24, 2025.
- C. Duncan Park Commission Meeting Minutes of March 18, 2025 and April 10, 2025.
- D. Historic Conservation District Commission Meeting Minutes of January 15, 2025 and February 19, 2025.

- E. Human Relations Commission Meeting Minutes of February 27, 2025.
- F. Grand Haven Main Street Meeting Minutes of March 13, 2025 and April 10, 2025.
- G. Musical Fountain Meeting Minutes of March 12, 2025 and April 23, 2025.
- H. North Ottawa Recreation Authority Meeting Minutes of February 20, 2025.
- I. Planning Commission Meeting Minutes of February 11, 2025, March 11, 2025 and April 22, 2025.
- J. Sustainability and Energy Commission Meeting Minutes of April 10, 2025.

16. REPORT BY CITY COUNCIL

17. REPORT BY CITY MANAGER

- A. Project & Development updates

18. CALL TO AUDIENCE–SECOND OPPORTUNITY

At this time, members of the audience may address Council on any item, whether on the agenda or not. Those addressing Council are asked to provide their name and address and will be limited to three minutes of speaking time. Council will hear all comments for future consideration but will not have a response at this time. Those not physically present who would like to call in may dial 616-935-3203.

19. ADJOURNMENT

Attachment A

Applications are kept on file one year from the date of completion

Fields marked with an * are required

Contact Information

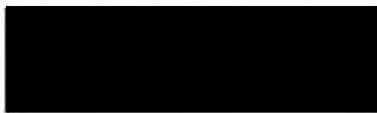
First Name *

Ben

Last Name *

Ennenga

Home Address *



City *

Grand Haven

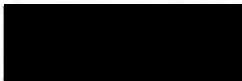
State *

Michigan

Zip / Post Code *

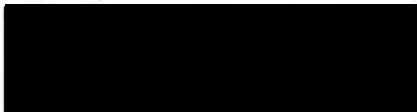
▼ 49417

Phone - Primary *



Phone - Alternate

Email



Application Choice(s) for Citizen Board/Commission

- | | |
|--|---|
| <input checked="" type="checkbox"/> Airport Board | <input type="checkbox"/> Harbor Board |
| <input type="checkbox"/> Audit Review Committee | <input type="checkbox"/> Historic Conservation District |
| <input type="checkbox"/> Board of Review | <input type="checkbox"/> Human Relations Commission |
| <input type="checkbox"/> Brownfield/Economic Development Corporation | <input type="checkbox"/> Loutit District Library |
| <input type="checkbox"/> Cemetery Board | <input type="checkbox"/> Main Street DDA |
| <input type="checkbox"/> Community Center Board | <input type="checkbox"/> Musical Fountain Committee |
| <input type="checkbox"/> Compensation Commission | <input type="checkbox"/> Parks/Recreation Board |
| | <input type="checkbox"/> Planning Commission |

☐ Construction Board of Appeals

☐ Zoning Board of Appeals

☐ Duncan Park Commission

☐ Other

If You Chose "Other", Please Specify:

Residency

Are you over 21 years of age? *

☒ Yes

☐ No

Are you a resident of the City of Grand Haven? *

☐ Yes

☒ No

Are you a registered voter in the City of Grand Haven? *

☐ Yes

☒ No

Educational Qualifications

Place of Employment

Type of Work Performed

Please List Other Relevant Experience

Seeking reappointment for a second five-year term.

Captcha *

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[Privacy](#) - [Terms](#)

This is a required field.

Submit Application

Please correct errors before submitting this form.



City of Grand Haven
Application for Consideration for Appointment to
Citizen Boards and Commissions

(Applications are kept on file for one year from date of completion)

Name Dennis Swartout Date April 3, 2025

Address _____

Telephone (Home) 61 (Cell) _____ Work) _____

E-Mail Address _____

I wish to be considered for ___ appointment or X reappointment to the following Citizen Board(s) or Commission(s). (If selecting more than one board/commission, indicate order of preference --- "1" being first choice.)

- | | |
|--|--------------------------------------|
| <u>X</u> Airport Board | _____ Historic Conservation District |
| _____ Audit Review Committee | _____ Human Relations Commission |
| _____ Board of Review | _____ Loutit District Library Board |
| _____ Cemetery Board | _____ Main Street DDA |
| _____ Community Center Board | _____ Musical Fountain Committee |
| _____ Compensation Commission | _____ Parks & Recreation Board |
| _____ Construction Board of Appeals | _____ Planning Commission |
| _____ Duncan Park Commission | _____ Zoning Board of Appeals |
| _____ Economic Develop. Corp. & Brownfield Redevelopment | _____ Other: _____ |
| _____ Harbor Board | |

Are you over 21 years of age? X Yes _____ No

Are you a resident of Grand Haven? X Yes _____ No

Are you a registered voter in the City of Grand Haven? X Yes _____ No

Educational Qualifications: BS BA Central Michigan Univ.

Place of Employment: RETIRED

Type of Work performed: MUSEUM DIRECTOR

Other experience that would assist you in performing the duties of a Board/Commission member:

CHAIRMAN DDA BOARD
VICE CHAIR HUMAN RELATIONS COMM.
VICE CHAIR PLANNING COMM.
VICE CHAIR AIRPORT BOARD

Please return complete form to: City Clerk's Office: 519 Washington Avenue, Grand Haven, MI 49417

Applications are kept on file one year from the date of completion

Fields marked with an * are required

Contact Information

First Name *

Steve

Last Name *

Harvey

Home Address *

[REDACTED]

City *

Grand Haven

State *

Michigan

Zip / Post Code *

49417

Phone - Primary *

[REDACTED]

Phone - Alternate

[REDACTED]

Email

[REDACTED]

Application Choice(s) for Citizen Board/Commission

☐ Airport Board

☒ Audit Review Committee

☐ Board of Review

☐ Brownfield/Economic Development Corporation

☐ Cemetery Board

☐ Community Center Board

☐ Compensation Commission

☐ Harbor Board

☐ Historic Conservation District

☐ Human Relations Commission

☐ Loutit District Library

☐ Main Street DDA

☐ Musical Fountain Committee

☐ Parks/Recreation Board

☐ Planning Commission

- | | |
|--|--|
| <input type="checkbox"/> Construction Board of Appeals | <input type="checkbox"/> Zoning Board of Appeals |
| <input checked="" type="checkbox"/> Duncan Park Commission | <input type="checkbox"/> Other |
-

If You Chose "Other", Please Specify:

Residency

Are you over 21 years of age? *

- ☒ Yes
- ☐ No

Are you a resident of the City of Grand Haven? *

- ☒ Yes
- ☐ No

Are you a registered voter in the City of Grand Haven? *

- ☒ Yes
- ☐ No

Educational Qualifications

Bachelor of Science in Accounting-
Ferris State University


Michigan Certified Public Accountant

Place of Employment

Former Audit Partner BDO USA,LLP
(now retired)


Type of Work Performed

Please List Other Relevant Experience



Spent entire career serving municipalities in Michigan and surrounding States. Served as Audit Partner on many municipal audits. (City, County and Township) Also extensive work advising clients on rates, bonding, and related municipal finance issues.

Have served as chair of audit review committee for over ten years.



Captcha *

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reCAPTCHA
[Privacy - Terms](#)

This is a required field.

Submit Application

Please correct errors before submitting this form.



City of Grand Haven
Application for Consideration for Appointment to
Citizen Boards and Commissions

(Applications are kept on file for one year from date of completion)

Name Craig Zysk Date 4/2/2025
Address [REDACTED]
Telephone (Home) [REDACTED] Cell) [REDACTED] (Work) N/A
E-Mail Address [REDACTED]

I wish to be considered for ___ appointment or ☒ reappointment to the following Citizen Board(s) or Commission(s). (If selecting more than one board/commission, indicate order of preference --- "1" being first choice.)

<input type="checkbox"/> Airport Board	<input type="checkbox"/> Historic Conservation District
<input type="checkbox"/> Audit Review Committee	<input type="checkbox"/> Human Relations Commission
<input checked="" type="checkbox"/> Board of Review	<input type="checkbox"/> Loutit District Library Board
<input type="checkbox"/> Cemetery Board	<input type="checkbox"/> Main Street DDA
<input type="checkbox"/> Community Center Board	<input type="checkbox"/> Musical Fountain Committee
<input type="checkbox"/> Compensation Commission	<input type="checkbox"/> Parks & Recreation Board
<input type="checkbox"/> Construction Board of Appeals	<input type="checkbox"/> Planning Commission
<input type="checkbox"/> Duncan Park Commission	<input type="checkbox"/> Zoning Board of Appeals
<input type="checkbox"/> Economic Develop. Corp. & Brownfield Redevelopment	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Harbor Board	

Are you over 21 years of age? ☒ Yes ☐ No
Are you a resident of Grand Haven? ☒ Yes ☐ No
Are you a registered voter in the City of Grand Haven? ☒ Yes ☐ No

Educational Qualifications:

Place of Employment: OTTAWA COUNTY / RETIRED

Type of Work performed: PROPERTY APPRAISAL

Other experience that would assist you in performing the duties of a Board/Commission member:

Seeking Reappointment for Board of Review

Please return complete form to: City Clerk's Office: 519 Washington Avenue, Grand Haven, MI 49417

City of Grand Haven
Application for Consideration for Appointment to
Citizen Boards and Commissions
(Applications are kept on file for one year from date of completion)

Name Michael J. Poort Date 4/2/2025

Address [REDACTED]

Telephone [REDACTED] Work) [REDACTED]

E-Mail Address _____

I wish to be considered for ____ appointment or X reappointment to the following Citizen Board(s) or Commission(s). (If selecting more than one board/commission, indicate order of preference --- "1" being first choice.)

<input type="checkbox"/> Airport Board	<input type="checkbox"/> Historic Conservation District
<input type="checkbox"/> Audit Review Committee	<input type="checkbox"/> Human Relations Commission
<input type="checkbox"/> Board of Review	<input type="checkbox"/> Loutit District Library Board
<input type="checkbox"/> Cemetery Board	<input type="checkbox"/> Main Street DDA
<input type="checkbox"/> Community Center Board	<input type="checkbox"/> Musical Fountain Committee
<input type="checkbox"/> Compensation Commission	<input type="checkbox"/> Parks & Recreation Board
<input type="checkbox"/> Construction Board of Appeals	<input type="checkbox"/> Planning Commission
<input checked="" type="checkbox"/> Duncan Park Commission	<input type="checkbox"/> Zoning Board of Appeals
<input type="checkbox"/> Economic Develop. Corp. & Brownfield Redevelopment	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Harbor Board	

Are you over 21 years of age? ☒ Yes ☐ No

Are you a resident of Grand Haven? ☒ Yes ☐ No

Are you a registered voter in the City of Grand Haven? ☒ Yes ☐ No

Educational Qualifications:

MCC grad in information services.
Other project management courses.
Extensive Handyman skills and a strong desire to main Duncan Park for generations to come.

Place of Employment: Adient LLC, Work from Home

Type of Work performed: IT Project Management

Other experience that would assist you in performing the duties of a Board/Commission member:

I have a background in finance and budgets. I am also very resourceful and handy for taking care of the woods. My role on the commission has been keeping an eye on the budgets as well as projects in the woods. I am more the maintenance and project guy than the horticulture person.

Please return complete form to: City Clerk's Office: 519 Washington Avenue, Grand Haven, MI 49417

City of Grand Haven
Application for Consideration for appointment to
Citizen Boards and Commissions

(Applications are kept on file for one year from date of completion)

Name John Steinbach Date _____

Address _____

Telephone (Home) _____ (Cell) _____ (Work) _____

E-Mail Address _____

I wish to be considered for ____ appointment or ☒ reappointment to the following Citizen Board(s) or Commission(s). (If selecting more than one board/commission, indicate order of preference --- "1" being first choice.)

- | | |
|---|--|
| <input type="checkbox"/> Airport Board | <input type="checkbox"/> Harbor Board |
| <input type="checkbox"/> Audit Review Committee | <input type="checkbox"/> Historic Conservation District |
| <input type="checkbox"/> Board of Review | <input type="checkbox"/> Human Relations Commission |
| <input type="checkbox"/> Brownfield Redevelopment & Economic Develop. Corp. | <input type="checkbox"/> Loutit District Library Board |
| <input type="checkbox"/> Cemetery Board | <input checked="" type="checkbox"/> Main Street DDA |
| <input type="checkbox"/> Community Center Board | <input type="checkbox"/> Musical Fountain Committee |
| <input type="checkbox"/> Compensation Commission | <input type="checkbox"/> North Ottawa Community Hospital |
| <input type="checkbox"/> Construction Board of Appeals | <input type="checkbox"/> Parks & Recreation Board |
| <input type="checkbox"/> Corridor Improvement Authority | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Duncan Park Commission | <input type="checkbox"/> Zoning Board of Appeals |
| <input type="checkbox"/> Environmental & Natural Resource Committee | <input type="checkbox"/> Other |

Are you over 21 years of age? ☒ Yes ☐ No

Are you a resident of Grand Haven? ☐ Yes ☒ No

Are you a registered voter in the City of Grand Haven? ☐ Yes ☒ No

Educational Qualifications: _____

Place of Employment: _____

Type of Work performed: _____

Other experience that would assist you in performing the duties of a Board/Commission member: _____

Please return complete form to: City Clerk's Office: 519 Washington Avenue, Grand Haven, MI 49417

City of Grand Haven
Application for Consideration for Appointment to
Citizen Boards and Commissions
(Applications are kept on file for one year from date of completion)

Name Nicki Bonczyk Date 04.07.2025

Address [REDACTED]

Telephone (Home) [REDACTED] (Cell) [REDACTED] (Work) [REDACTED]

E-Mail Address [REDACTED]

I wish to be considered for ___ appointment or ___ reappointment to the following Citizen Board(s) or Commission(s). (If selecting more than one board/commission, indicate order of preference --- "1" being first choice.)

<input type="checkbox"/> Airport Board	<input type="checkbox"/> Historic Conservation District
<input type="checkbox"/> Audit Review Committee	<input type="checkbox"/> Human Relations Commission
<input type="checkbox"/> Board of Review	<input type="checkbox"/> Loutit District Library Board
<input type="checkbox"/> Cemetery Board	<input type="checkbox"/> Main Street DDA
<input type="checkbox"/> Community Center Board	<input checked="" type="checkbox"/> Musical Fountain Committee
<input type="checkbox"/> Compensation Commission	<input type="checkbox"/> Parks & Recreation Board
<input type="checkbox"/> Construction Board of Appeals	<input type="checkbox"/> Planning Commission
<input type="checkbox"/> Duncan Park Commission	<input type="checkbox"/> Zoning Board of Appeals
<input type="checkbox"/> Economic Develop. Corp. & Brownfield Redevelopment	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Harbor Board	

Are you over 21 years of age? ☒ Yes ☐ No

Are you a resident of Grand Haven? ☐ Yes ☒ No

Are you a registered voter in the City of Grand Haven? ☐ Yes ☒ No

Educational Qualifications:

Bachelors of Science in Product Design and Manufacturing Engineering from Grand Valley State University.

Place of Employment: JR Automation

Type of Work performed: Mechanical Engineering designing automated equipment for 8 years. Current role includes Engineering Onboarding for educating our North America Engineering Teams

Other experience that would assist you in performing the duties of a Board/Commission member:

Seeking reappointment to the GHMF Committee

I am the current producer and social media lead for the GHMF Committee.

Please return complete form to: City Clerk's Office: 519 Washington Avenue, Grand Haven, MI 49417

City of Grand Haven
Application for Consideration for appointment to
Citizen Boards and Commissions

(Applications are kept on file for one year from date of completion)

Name Jim DeVries Date April 4th 2025

Address [REDACTED]

Telephone (Home) [REDACTED] (Cell) [REDACTED] (Work) [REDACTED]
Cell

E-Mail Address [REDACTED]

I wish to be considered for ___ appointment or ___ reappointment to the following Citizen Board(s) or Commission(s). (If selecting more than one board/commission, indicate order of preference --- "1" being first choice.)

- | | |
|---|--|
| <input type="checkbox"/> Airport Board | <input type="checkbox"/> Harbor Board |
| <input type="checkbox"/> Audit Review Committee | <input type="checkbox"/> Historic Conservation District |
| <input type="checkbox"/> Board of Review | <input type="checkbox"/> Human Relations Commission |
| <input type="checkbox"/> Brownfield Redevelopment & Economic Develop. Corp. | <input type="checkbox"/> Loutit District Library Board |
| <input type="checkbox"/> Cemetery Board | <input type="checkbox"/> Main Street DDA |
| <input type="checkbox"/> Community Center Board | <input type="checkbox"/> Musical Fountain Committee |
| <input type="checkbox"/> Compensation Commission | <input type="checkbox"/> North Ottawa Community Hospital |
| <input type="checkbox"/> Construction Board of Appeals | <input checked="" type="checkbox"/> Parks & Recreation Board |
| <input type="checkbox"/> Corridor Improvement Authority | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Duncan Park Commission | <input type="checkbox"/> Zoning Board of Appeals |
| <input type="checkbox"/> Environmental & Natural Resource Committee | <input type="checkbox"/> Other |

Are you over 21 years of age? ☒ Yes ☐ No

Are you a resident of Grand Haven? ☒ Yes ☐ No

Are you a registered voter in the City of Grand Haven? ☒ Yes ☐ No

Educational Qualifications: HS & School College Credits = 24 Degree

Place of Employment: RETIRED

Type of Work performed: POLICE OFFICER (16-YEAR UNION REP FOR PUBLIC SAFETY 30 YRS)

Other experience that would assist you in performing the duties of a Board/Commission member:
13 YRS MEMBER MICHIGAN LAW ENFORCEMENT COMMISSION (MCLERS)
2 YRS VICE CHAIR - 2 YRS CHAIR

Please return complete form to: City Clerk's Office: 519 Washington Avenue, Grand Haven, MI 49417

From: [COGH Application to Serve](#)
To: [Clerk; Bob Monetza](#)
Subject: COGH Application to Serve
Date: Monday, April 14, 2025 3:14:54 PM

The following application came through the Application to Serve form at GrandHaven.org.

First Name **Daniel**

Last Name **Borchers**

Home Address [REDACTED]

City **Grand Haven**

State **MI**

Zip / Post Code **49417**

Primary Phone [REDACTED]

Alternate Phone

Email [REDACTED]

Application Choice(s) for Citizen Board/Commission , **Planning Commission**

Are you over 21 years of age? **Yes**

Are you a resident of the City of Grand Haven? **Yes**

Are you a registered voter in the City of Grand Haven? **Yes**

Educational Qualifications **GHHS**

CMU

ZBA

DDA

Builder

Charter Boat Capt

PC

Place of Employment **Frame and Mat Shop**

Type of Work Performed **Selt**

Please List Other Relevant Experience **see edu**

From: [COGH Application to Serve](#)
To: [Clerk: Bob Monetza](#)
Subject: COGH Application to Serve
Date: Tuesday, April 22, 2025 1:13:46 PM

The following application came through the Application to Serve form at GrandHaven.org.

First Name **Amy**

Last Name **Kozanecki**

Home Address [REDACTED]

City **Grand Haven**

State **MI**

Zip / Post Code **49417**

Primary Phone [REDACTED]

Alternate Phone

Email [REDACTED]

Application Choice(s) for Citizen Board/Commission , **Planning Commission**

Are you over 21 years of age? **Yes**

Are you a resident of the City of Grand Haven? **Yes**

Are you a registered voter in the City of Grand Haven? **Yes**

Educational Qualifications **Bachelors - GVSU Accounting/Marketing**

Place of Employment **Currently - Grand Haven Coast Guard Festival**

Previously - 30 + years in mortgage banking management

Type of Work Performed **Office Manager and Event/Festival Planning**

Please List Other Relevant Experience **reappointment**

From: [COGH Application to Serve](#)
To: [Clerk: Bob Monetza](#)
Subject: COGH Application to Serve
Date: Saturday, April 19, 2025 8:26:18 AM

The following application came through the Application to Serve form at GrandHaven.org.

First Name **Kerry**

Last Name **Bridges**

Home Address [REDACTED]

City **Grand Haven**

State **MI**

Zip / Post Code **49417**

Primary Phone [REDACTED]

Alternate Phone

Email [REDACTED]

Application Choice(s) for Citizen Board/Commission , **Zoning Board of Appeals**

Are you over 21 years of age? **Yes**

Are you a resident of the City of Grand Haven? **Yes**

Are you a registered voter in the City of Grand Haven? **Yes**

Educational Qualifications

Place of Employment **Social Security Administration**

Type of Work Performed **Senior attorney advisor performing work related SSA disability**

Please List Other Relevant Experience **Seeking reappointment**

City of Grand Haven
Application for Consideration for Appointment to
Citizen Boards and Commissions

(Applications are kept on file for one year from date of completion)

Name Paul Shibley Date 5/21/2025

Address [REDACTED]

Telephone (Home) [REDACTED] (Cell) [REDACTED] (Work) [REDACTED]

E-Mail Address [REDACTED]

I wish to be considered for ___ appointment or ☒ reappointment to the following Citizen Board(s) or Commission(s). (If selecting more than one board/commission, indicate order of preference --- "1" being first choice.)

- | | |
|---|---|
| <input type="checkbox"/> Airport Board | <input type="checkbox"/> Historic Conservation District |
| <input type="checkbox"/> Audit Review Committee | <input type="checkbox"/> Human Relations Commission |
| <input type="checkbox"/> Board of Review | <input type="checkbox"/> Loutit District Library Board |
| <input type="checkbox"/> Cemetery Board | <input type="checkbox"/> Main Street DDA |
| <input type="checkbox"/> Community Center Board | <input type="checkbox"/> Musical Fountain Committee |
| <input type="checkbox"/> Compensation Commission | <input type="checkbox"/> Parks & Recreation Board |
| <input type="checkbox"/> Construction Board of Appeals | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Duncan Park Commission | <input checked="" type="checkbox"/> Zoning Board of Appeals |
| <input type="checkbox"/> Economic Develop. Corp. & Brownfield Redevelopment | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Harbor Board | |

Are you over 21 years of age? ☒ Yes ☐ No

Are you a resident of Grand Haven? ☒ Yes ☐ No

Are you a registered voter in the City of Grand Haven? ☒ Yes ☐ No

Educational Qualifications:

1991 Bachelor Science BAUM LAUDE SUNG BUFFALO
1994 JD GRADUATE DETROIT MERCY LAW SCHOOL
PRACTICING LITIGATION ATTORNEY 1994 - PRESENT

Type of work performed:

30 PLUS YEARS LITIGATION ATTORNEY

Other experience that would assist you in performing the duties of a Board/Commission member:

20 YEAR RESIDENT CITY OF GRAND HAVEN
17 YEAR BUSINESS OWNER
1 YEAR SERVICE 2BA WITH ZERO ABSENCES

Please return complete form to: City Clerk's Office: 519 Washington Avenue, Grand Haven, MI 49417

Paul E Shibley 5/21/2025

Attachment B

**CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
PROCLAMATION
PRIDE MONTH**

WHEREAS, the Grand Haven, Michigan City Council recognizes and proclaims the month of June 2025 as Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQ) "Pride Month" throughout the City of Grand Haven; and,

WHEREAS, all human beings are born free and equal in dignity and rights. LGBTQ individuals have had an immeasurable impact on the cultural, civic, and economic successes of our country; and,

WHEREAS, the City of Grand Haven is committed to supporting visibility, dignity, and equality for LGBTQ people in our diverse community; and,

WHEREAS, while society at large increasingly supports LGBTQ equality, it is essential to acknowledge that the need for education and awareness remains vital to end discrimination and prejudice; and,

WHEREAS, this nation was founded on the principle that every individual has infinite dignity and worth, and the City Council calls upon the people of this municipality to embrace this principle and work to eliminate prejudice everywhere it exists; and,

WHEREAS, celebrating Pride Month influences awareness and provides support and advocacy for Grand Haven's LGBTQ community, and is an opportunity to take action and engage in dialogue to strengthen alliances, build acceptance and advance equal rights.

NOW, THEREFORE BE IT RESOLVED that the Grand Haven City Council hereby proclaims the month of June 2025 as Pride Month in support of the LGBTQ community and directs that the word "Pride" be placed on the City Welcome sign at Washington Avenue and 5th Street as a visible representation of the City's support.

Robert Monetza
Mayor, City of Grand Haven

Attachment C

**CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
SPECIAL CITY COUNCIL WORK SESSION
MONDAY, MAY 19, 2025**

The Special Work Session of the Grand Haven City Council was called to order at 7:00 p.m. by Mayor Bob Monetza in the Council Chambers of City Hall, 519 Washington Ave.

Present: Council Members Mike Fritz, Karen Lowe, Mayor Pro-tem Kevin McLaughlin, and Mayor Bob Monetza.

Absent:

Others Present: City Manager Ashley Latsch, City Clerk Maria Boersma, Assistant City Manager Dana Kollwehr, Public Safety Director Nichole Hudson, Finance Director Emily Greene, and Streets & Utilities Manager Michael England.

PRESENTATIONS

Main Street Downtown Development Authority (MSDDA) Executive Director Chandi Pape presented an update of the activities of the MSDDA from the past six months. The MSDDA renewed its accreditation with the National Main Street Organization and used resources through the organization to develop new Transformation Strategic Priorities. The last time the MSDDA updated its priorities was in 2020. This year marks 50 years since the Grand Haven Downtown Development Authority was established and 20 years since the DDA became a Main Street DDA.

ADJOURNMENT

Mayor Monetza adjourned the meeting at 7:20 p.m.

Robert Monetza, Mayor

Maria Boersma, City Clerk

**CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
REGULAR CITY COUNCIL MEETING
MONDAY, MAY 19, 2025**

The Regular Meeting of the Grand Haven City Council was called to order at 7:30 p.m. by Mayor Bob Monetza in the Council Chambers of City Hall, 519 Washington Ave.

Present: Council Members Mike Fritz, Karen Lowe, Mayor Pro-tem Kevin McLaughlin, and Mayor Bob Monetza.

Absent:

Others Present: City Manager Ashley Latsch, City Clerk Maria Boersma, Assistant City Manager Dana Kollewehr, Finance Director Emily Greene, Public Safety Director Nichole Hudson, and Streets & Utilities Manager Michael England.

INVOCATION/PLEDGE OF ALLEGIANCE

Troy Hauser Byrdon, First Presbyterian Church of Grand Haven.

APPOINTMENTS

25-088 Council Member **Fritz** moved, seconded by Council Member **Lowe**, to appoint John Siemion to the Human Relations Commission with a term ending on June 30, 2026.

Roll Call Vote:

This motion carried unanimously.

APPROVAL OF CONSENT AND REGULAR AGENDAS

25-089 Council Member **Fritz** moved, seconded by Mayor Pro-tem **McLaughlin**, to approve the agendas as presented.

Roll Call Vote:

This motion carried unanimously.

FIRST CALL TO AUDIENCE

William Brown, GHT: Commented on the proposed rezoning of the Dake property.

Jim Hagen, 400 Lake: Commented on New Business Item C.

PRESENTATION

Musical Fountain Chairperson Jerry Troke presented on the upcoming 2025 Musical Fountain season. The first show will begin Friday, May 23, 2025. Fifty-six new songs will be added to the shows this season, with a potential of forty-eight songs to be added throughout the season. Numerous volunteers have worked to provide repairs and upgrades to prepare the Musical Fountain for this season. Details for future fundraisers for the Musical Fountain will be available sometime in June 2025.

CONSENT AGENDA.

25-090 Approve the Regular City Council Meeting Minutes for April 28, 2025, and May 5, 2025.

25-091 Approve the bill's memo in the amount of \$1,307,348.93. **Attachment A**

25-092 Approve a resolution to direct the City Treasurer to issue FY 2024-25 snowmelt invoices in the total amount of \$76,011.94 to the applicable downtown snowmelt customers as designated on the Annual Snowmelt Billing 2025 list provided.

25-093 Approve a resolution requesting Governor Whitmer and the State of Michigan Department of Environment, Great Lakes and Energy to expedite the permitting for the United States Army Corps of Engineers to dredge Grand Haven's inner harbor.

Council Member **Fritz** moved, seconded by Council Member **Lowe**, to approve the Consent Agenda as presented.

Roll Call Vote:

This motion carried unanimously.

PUBLIC HEARING

Mayor Monetza opened a Public Hearing regarding the zoning change request from TI, Transitional Industrial District to PD, Planned Development District, and associated Preliminary Development Plan for South Village PD located on what is commonly referred to as the Dake property at 700 & 724 Robbins Road (parcels #700-03-33-100-072 and #70-03-33-100-073).

City Planner Brian Urquhart presented a summary of the requested zoning change. Chad Koster, a representative from the development team, presented on the proposed Preliminary Development Plans. The project would include a total of 189 new housing units across apartments, row housing, townhomes, and single-family homes. The project would also include several neighborhood amenities, including a pool, clubhouse, dog park, pickleball courts, and other amenities. Around nine acres of green space would be preserved with the project. The development team will move forward with a traffic study and EGLE permits when the zoning change request receives approval.

Scott, Grand Haven Township Resident: Thanked the Planning Commission for requiring a wetland review as a condition of the project, commented on issues with groundwater in Ottawa County, and commented on the need for a traffic study.

Daniel, Westray St. Resident: Commented on the area wetlands and shared concerns of overcrowding, increased traffic, and environmental remediation.

Rob, Westray St. Resident: Shared concerns with the preservation of tree coverage and the wetlands on the property, and concerns over the potential traffic increases.

Sherri Pool, Westray St. Resident: Shared concerns with the potential traffic increases.

Larry Hall, Westray St. Resident: Shared concerns regarding the wetlands and potential wildlife disturbance.

Jeffrey Miller, 1120 S Harbor: Shared concern with the lack of sidewalks by the multi-dwelling households and would like to see sidewalks by all of the buildings, would like the traffic study to consider cyclists using bike paths and bike lanes, and would like Harbor Transit to be consulted about a future bus stop.

After hearing no further comments, Mayor Monetza closed the Public Hearing.

25-094 Mayor Pro-tem **McLaughlin** moved, seconded by Council Member **Lowe**, to approve an introductory resolution to approve a zoning change request from TI, Transitional Industrial District to PD, Planned Development District, and associated Preliminary Development Plan for South Village PD located on what is commonly referred to as the Dake property at 700 & 724 Robbins Road (parcels #700-03-33-100-072 and #70-03-33-100-073).

Roll Call Vote:

This motion carried unanimously.

NEW BUSINESS

25-095 Council Member **Fritz** moved, seconded by Mayor Pro-tem **McLaughlin**, to confirm the appointment of Michael England as Director of Public Works for the City of Grand Haven.

Roll Call Vote:

This motion carried unanimously.

25-096 Council Member **Lowe** moved, seconded Council Member **Fritz**, to approve a resolution for the proposed FY 2025-26 budget, millage rates, 1% tax administration fee, fee schedule and

capital plan for the City of Grand Haven fiscal year beginning July 1, 2025, and ending June 30, 2026.

**Mayor Pro-tem McLaughlin motioned to amend the short-term rental fees for the first year of registration to be increased from \$165.00 to \$500.00 but the motion did not receive a second.*

Roll Call Vote:

Ayes: Lowe, Fritz, Monetza.

Nays: McLaughlin.

This motion carried.

Mayor Pro-tem **McLaughlin** moved, seconded by Council Member **Fritz**, to approve a resolution to quit claim a portion of parcel #70-03-20-405-010, as described in Exhibit C of the quit claim deed, to Robyn Vandenberg, property owner at 107 Washington.

25-097 Council Member **Lowe** moved, seconded by Council Member **Fritz** to amend the resolution to quit claim deed the parcel to R. Vandenberg Holdings LLC. instead of Robyn Vandenberg.

Roll Call Vote:

This motion carried unanimously.

25-098 Mayor Pro-tem **McLaughlin** moved, seconded by Council Member **Fritz**, to approve a resolution to quit claim a portion of parcel #70-03-20-405-010, as described in Exhibit C of the quit claim deed, to R. Vandenberg Holdings LLC., property owner at 107 Washington.

Roll Call Vote:

This motion carried unanimously.

REPORT BY CITY COUNCIL

Council Member Fritz discussed the success of Jeepfest and the Kite Festival.

Council Member McLaughlin thanked Chief Hudson, the City Manager, and the Building Inspector for their work on various issues in the City.

Council Member Lowe thanked Public Safety in honor of Police Week, and thanked Public Safety, Public Works, and the Board of Light and Power for their work during the severe storms.

Mayor Monetza thanked City and Board of Light and Power staff for their work during the severe storms and their clean-up efforts. Mayor Monetza also attended the Grand Haven Christian School Groundbreaking, the volunteer day to demolish the Riverview deck, and the last Planning Commission Meeting, where a potential new hotel downtown was discussed.

CITY MANAGER REPORT

City Manager Latsch announced that it is National Public Works Week and thanked the Public Works Staff for their efforts.

CALL TO AUDIENCE SECOND OPPORTUNITY

ADJOURNMENT

After hearing no further business, Mayor Monetza adjourned the meeting at 8:59 p.m.

Robert Monetza, Mayor

Maria Boersma, City Clerk

Regular City Council Meeting Minutes
Monday, May 19, 2025
Page 6

Attachment A

To: Ashley Latsch, City Manager
From: Emily Greene, Finance Director
CM Date: 05.19.25
RE: Bills From Payables Warrant

NEW FUND NUMBER	FUND NAME	WARRANT 05.07.25	ACH WARRANT 05.14.25	WARRANT 05.14.25	CREDIT CARD WARRANT 05.13.25	TOTALS
101	General Fund	\$25,688.64	\$28,558.17	\$22,936.75	\$8,268.51	\$85,452.07
151	Cemetery Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
202	Major Street Fund	\$1,893.07	\$3,410.83	\$2,048.34	\$66.88	\$7,419.12
203	Local Street Fund	\$1,589.04	\$656.30	\$41.20	\$0.00	\$2,286.54
225	Land Acquisition Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
242	Brfd LSRRF TIF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
243	Brownfield Redevelopment Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
244	Econ. Dev. Corp. Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
245	Downtown TIF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
246	GLTIF Spec Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
248	Main St Dist Dev	\$126.65	\$0.00	\$15,896.33	\$2,280.26	\$18,303.24
272	UTGO Inf Spec Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
273	LTGO Bond Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
274	2015 UTGO Bond Rev	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
276	LightHouse Maintenance Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
278	Community Land Trust	\$0.00	\$0.00	\$0.00	\$275.00	\$275.00
310	Assessment Bond Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
351	Operating Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
352	Brownfield TIF Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
355	GLTIF Debt Serv Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
369	Building Auth Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
372	UTGO Inf Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
373	LTGO Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
374	2015 UTGO Bond Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
384	2020 LTGO Bond - Warber Drain	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
394	Downtown TIF Debt	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00
401	Public Improvements Fund	\$12,326.00	\$2,958.22	\$95,821.75	\$3,374.55	\$114,480.52
402	Fire Truck Replacement Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
403	Brownfield TIF Const	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
404	Downtown TIF Const.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
410	Harbor Island	\$23,732.86	\$45,138.09	\$0.00	\$346.22	\$69,217.17
455	G/L TIF Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
456	UTGO Inf Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
457	LTGO Bond Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
458	2015 UTGO Bond Inf Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
469	Building Auth. Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
508	North Ottawa Rec Authority	\$0.00	\$0.00	\$0.00	\$477.66	\$477.66
509	Sewer Authority Operations	\$19,667.78	\$302,396.17	\$5,898.14	\$667.69	\$328,629.78
509	Sewer Authority SL Force Mn	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
509	Sewer Authority Plant Mod	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
509	GH/SL SA-2013 Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
509	GH/SL SA-SLPS/Force Main Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
509	GH/SL SA-Local Lift Station Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
509	GH/SL SA-2018 Plant Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
510	NOWS Operating	\$9,315.01	\$8,649.04	\$13,911.44	\$0.00	\$31,875.49
510	NOWS Plant Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
510	NOWS Replacement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
535	Housing Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
572	Chinook Pier Rental Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
581	Airpark Fund	\$390.78	\$39.05	\$163.18	\$0.00	\$593.01
590	City Sewer Fund	\$2,685.78	\$94,688.69	\$386,666.63	\$0.00	\$484,041.10
591	City Water Fund	\$5,239.54	\$41,577.47	\$46,003.19	\$199.13	\$93,019.33
594	City Marina Fund	\$727.94	\$3,568.98	\$751.34	\$219.03	\$5,267.29
597	City Boat Launch Fund	\$40.01	\$1,490.27	\$0.00	\$0.00	\$1,530.28
661	Motorpool Fund	\$1,594.72	\$18,678.92	\$551.01	\$92.89	\$20,917.54
677	Self Insurance Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
678	OPEB/Retiree Benefits Fund	\$40,202.79	\$0.00	\$1,255.20	\$0.00	\$41,457.99
679	Health Benefit Fund	\$955.80	\$0.00	\$150.00	\$0.00	\$1,105.80
701	Trust & Agency Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
703	Tax Collection Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
704	Payroll Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$146,176.41	\$552,810.20	\$592,094.50	\$16,267.82	\$1,307,348.93

\$1,307,348.93 Total Approved Bills
\$42,563.79 Minus eligible bills for release without prior approval: including Utility,
\$1,264,785.14 Retirement, Insurance, Health Benefit, and Tax Collection Funds

To: Ashley Latsch, City Manager
 From: Emily Greene, Finance Director
 CM Date:
 RE: Bills From Payables Warrant

6/2/2025

NEW FUND NUMBER	FUND NAME	WARRANT 5/20/2025	ACH WARRANT 5/28/2025	WARRANT 5/28/2025	TOTALS
101	General Fund	\$4,260.67	\$29,056.04	\$24,347.21	\$57,663.92
151	Cemetery Fund	\$0.00	\$0.00	\$0.00	\$0.00
202	Major Street Fund	\$229.51	\$4,191.01	\$0.00	\$4,420.52
203	Local Street Fund	\$229.51	\$2,027.05	\$0.00	\$2,256.56
225	Land Acquisition Fund	\$0.00	\$0.00	\$0.00	\$0.00
242	Brfd LSRRF TIF	\$0.00	\$0.00	\$0.00	\$0.00
243	Brownfield Redevelopment Fund	\$0.00	\$0.00	\$0.00	\$0.00
244	Econ. Dev. Corp. Fund	\$0.00	\$0.00	\$0.00	\$0.00
245	Downtown TIF	\$0.00	\$0.00	\$0.00	\$0.00
246	GLTIF Spec Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00
248	Main St Dist Dev	\$0.00	\$399.00	\$1,624.00	\$2,023.00
272	UTGO Inf Spec Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00
273	LTGO Bond Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00
274	2015 UTGO Bond Rev	\$0.00	\$0.00	\$0.00	\$0.00
276	LightHouse Maintenance Fund	\$0.00	\$0.00	\$390.00	\$390.00
278	Community Land Trust	\$0.00	\$0.00	\$0.00	\$0.00
310	Assessment Bond Fund	\$0.00	\$0.00	\$0.00	\$0.00
351	Operating Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00
352	Brownfield TIF Debt	\$0.00	\$0.00	\$0.00	\$0.00
355	GLTIF Debt Serv Fund	\$0.00	\$0.00	\$0.00	\$0.00
369	Building Auth Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00
372	UTGO Inf Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00
373	LTGO Debt	\$0.00	\$0.00	\$0.00	\$0.00
374	2015 UTGO Bond Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00
384	2020 LTGO Bond - Warber Drain	\$0.00	\$0.00	\$0.00	\$0.00
394	Downtown TIF Debt	\$0.00	\$0.00	\$0.00	\$0.00
401	Public Improvements Fund	\$0.00	\$62,055.00	\$0.00	\$62,055.00
402	Fire Truck Replacement Fund	\$0.00	\$0.00	\$0.00	\$0.00
403	Brownfield TIF Const	\$0.00	\$0.00	\$0.00	\$0.00
404	Downtown TIF Const.	\$0.00	\$0.00	\$0.00	\$0.00
410	Harbor Island	\$0.00	\$0.00	\$0.00	\$0.00
455	G/L TIF Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00
456	UTGO Inf Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00
457	LTGO Bond Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00
458	2015 UTGO Bond Inf Fund	\$0.00	\$0.00	\$0.00	\$0.00
469	Building Auth. Fund	\$0.00	\$0.00	\$0.00	\$0.00
508	North Ottawa Rec Authority	\$0.00	\$0.00	\$0.00	\$0.00
509	Sewer Authority Operations	\$3,071.00	\$105,089.35	\$10,713.71	\$118,874.06
509	Sewer Authority SL Force Mn	\$0.00	\$0.00	\$0.00	\$0.00
509	Sewer Authority Plant Mod	\$0.00	\$0.00	\$0.00	\$0.00
509	GH/SL SA-2013 Debt	\$0.00	\$0.00	\$0.00	\$0.00
509	GH/SL SA-SLPS/Force Main Debt	\$0.00	\$0.00	\$0.00	\$0.00
509	GH/SL SA-Local Lift Station Debt	\$0.00	\$0.00	\$0.00	\$0.00
509	GH/SL SA-2018 Plant Debt	\$0.00	\$0.00	\$0.00	\$0.00
510	NOWS Operating	\$0.00	\$3,953.20	\$0.00	\$3,953.20
510	NOWS Plant Debt	\$0.00	\$0.00	\$0.00	\$0.00
510	NOWS Replacement	\$0.00	\$0.00	\$0.00	\$0.00
535	Housing Fund	\$0.00	\$0.00	\$0.00	\$0.00
572	Chinook Pier Rental Fund	\$0.00	\$0.00	\$0.00	\$0.00
581	Airpark Fund	\$0.00	\$0.00	\$991.38	\$991.38
590	City Sewer Fund	\$1,270.20	\$11,564.17	\$0.00	\$12,834.37
591	City Water Fund	\$2,743.00	\$36,064.19	\$4,608.21	\$43,415.40
594	City Marina Fund	\$350.00	\$946.36	\$0.00	\$1,296.36
597	City Boat Launch Fund	\$0.00	\$333.17	\$0.00	\$333.17
661	Motorpool Fund	\$1,988.52	\$5,210.10	\$340.49	\$7,539.11
677	Self Insurance Fund	\$0.00	\$0.00	\$0.00	\$0.00
678	OPEB/Retiree Benefits Fund	\$0.00	\$0.00	\$951.57	\$951.57
679	Health Benefit Fund	\$0.00	\$0.00	\$0.00	\$0.00
701	Trust & Agency Fund	\$0.00	\$0.00	\$0.00	\$0.00
703	Tax Collection Fund	\$0.00	\$50,399.07	\$39,504.47	\$89,903.54
704	Payroll Fund	\$0.00	\$0.00	\$0.00	\$0.00
		\$14,142.41	\$311,287.71	\$83,471.04	\$408,901.16

\$408,901.16 Total Approved Bills

\$90,855.11 Minus eligible bills for release without prior approval: including Utility,

\$318,046.05 Retirement, Insurance, Health Benefit, and Tax Collection Funds

CITY OF GRAND HAVEN

519 Washington
Ave Grand
Haven, MI 49417
Phone: (616)
847-4888



TO: Ashley Latsch – City Manager

CC: Emily Greene – Finance Director
Michael England – Director of Public Works
Dave Karpin – Grand Haven Lighthouse Conservancy

FROM: Dana Kollewehr - Assistant City Manager *DK*

DATE: May 28, 2025

SUBJECT: Grand Haven Entrance Light Professional Services Agreement

The City of Grand Haven successfully applied for a Michigan Coastal Management Program (MCMP) grant through the Michigan Department of Environment, Great Lakes, and Energy (EGLE) on behalf of the Lighthouse Conservancy to recreate the 6th Order Fresnel Lens and develop educational exhibits and displays for the entrance light on the south pier. The grant request was for \$45,000.00, with a 1:1 local match to be reimbursed by the Grand Haven Lighthouse Conservancy, bringing the total project cost to \$90,000.00.

To proceed with the project, the Conservancy requested a proposal from Abonmarche Byce, the City's engineer of record, for design, bidding, and construction services. The total fee for these services is \$17,000.00, which will be paid through the Lighthouse Conservancy, which has committed the necessary funding for the project. As the lighthouse's owners, the City is being asked to approve the proposal for professional services.

City staff recommends that the City Council approve the \$17,000.00 proposal for professional services from Abonmarche Byce for the Grand Haven Entrance Light Historic Interpretation project, with funding provided by the Grand Haven Lighthouse Conservancy.

February 28, 2025 (Updated March 31, 2025)

Dana Kollewehr – Special Events and Project Manager
City of Grand Haven
519 Washington Ave
Grand Haven, Michigan 49417

RE: Proposal for Professional Services
Grand Haven Entrance Light Historic Interpretation Development

Dear Ms. Kollewehr:

Abonmarche Byce is pleased to submit this proposal to provide electrical engineering and interiors services for the City of Grand Haven's Entrance Light. This proposal is based on our current understanding of the scope of the project.

1. Abonmarche Byce will review electrical needs inside the Entrance Light to provide recommendations and design for new general and display lighting. We will also take steps to make the existing electrical panels safer in the public environment.
2. Abonmarche Byce will work with the Historic Interpretation Committee to design interior interpretive signage for displays and exhibits. The Historic Interpretation Committee will be responsible for the creation of all graphic information. *The client has said they have their design decisions started, as such this proposal is updated to cover (1) design iteration. Further design options may require additional services.*
3. Proposed Project Budget:

a. Electrical and signage design (Abonmarche)	\$17,000.00
b. Electrical construction	\$15,000.00
c. Signage construction	\$13,000.00
d. <u>Fresnel Lens (by City and Artworks Florida)</u>	<u>\$45,000.00</u>
Project Total	\$90,000.00

SCOPE OF SERVICES

The following will detail our scope of services, proposed schedule and fees for the project.

DESIGN PHASE

1. Grant Coordination:
 - a. Abonmarche Consultants will coordinate grant reporting requirements with the Committee throughout the grant project period.
2. Kickoff and Design Meetings:
 - a. We will hold a project kickoff meeting with the City and Conservancy to review the project scope, work plans, schedule, and preliminary cost estimate. This meeting is intended to verify project goals, timelines, and lines of communication.

- b. Additionally, Abonmarche will host one in-person meeting with the Conservancy and the Historic Interpretation Committee for *one design iteration* of the interior interpretive signage. *Up to two* additional meetings would be virtual.
- 3. Plans and Specification Preparation:
 - a. Construction documents (drawings and specifications) will be created for the bid packages. We would recommend two separate bid packages and construction contracts for this work.
 - i. Bid Package No. 1 - Electrical work.
 - ii. Bid Package No. 2 - Interpretive signage.
 - b. Abonmarche Byce will submit documents to SHPO for review.
 - c. Abonmarche Byce will work with the City to prepare bidding documents.

BIDDING PHASE

- 1. Advertisement and Administration of Bids:
 - a. We will post the bid documents (plans and specifications) on our internal bidding website and assist with advertising in any local sources desired by the City.
 - b. Abonmarche will manage the bidding process by preparing any addenda required to answer contractor questions, administering a pre-bid meeting (if desired), and soliciting bidders for the project.
- 2. Pre-Bid Meeting:
 - a. We will participate in pre-bid meeting(s) with the City and Conservancy.
- 3. Bid Opening and Recommendation of Award:
 - a. We will participate in the bid opening at City Hall, prepare a bid tabulation, and create a recommendation of award.

CONSTRUCTION PHASE

- 1. Pre-Construction Meeting:
 - a. We will coordinate and conduct a preconstruction meeting with City Staff, the contractor, and any needed utility companies.
- 2. Construction Administration:
 - a. Abonmarche will set up the contract and administer the project via AIA standard documents, review shop drawings and submittals, prepare contract modifications, and review and certify contractor pay estimates.
 - b. Additionally, we will attend two onsite progress meetings to ensure project progress and answer any questions.
- 3. Project Closeout
 - a. We anticipate holding one (1) walkthrough of the site upon each project completion to create a punchlist. Minutes will be prepared and distributed.
 - b. Upon completion of the punchlist, we will prepare all closeout documentation and coordinate project closeout with the City and Contractor.



FEES

Our fees to complete the above scope of services are proposed as follows:

Task #1: Design Phase.....	\$ 12,500.00
Task #2: Bidding Phase	\$ 1,500.00
Task #3: Construction Phase	\$ 3,000.00
TOTAL.....	\$ 17,000.00

SCHEDULE

The following timeline is proposed for this project:

<u>Phase</u>	<u>Dates</u>
Authorization to Proceed	2 nd quarter 2025
Design/Construction Documents (4 weeks)	2 nd -3 rd quarter 2025
Bidding/Contract (4 weeks)	3 rd quarter 2025
Construction Phase (8-12 weeks)	3 rd -4 th quarter 2025

ADDITIONAL WORK/EXCLUSIONS

The following additional scope elements are not included with the scope of work above. If necessary, Abonmarche will submit a proposal for these additional items of work.

1. Contracting with Artworks Florida for the Fresnel 6th Order Lens replica will be the responsibility of the City of Grand Haven and the Grand Haven Lighthouse Conservancy.

We appreciate the opportunity to collaborate with you on this project. To authorize the commencement of the outlined work, please sign the attached Professional Services Agreement.

If you have any questions or require further clarification, feel free to reach out to our office at (269) 381-6170 or via email at gjones@abonmarche.com.

Sincerely,
Abonmarche Consultants, Inc.



Gregg Jones, AIA, FCSI CDT CCS
Project Manager



Alex Newman
Chief Operating Officer



AbonmarCHE Project Number: 25-0206AGREEMENT between (Client name), City of Grand Haven (Date) February 28, 2025(Client address) 519 Washington Avenue, Grand Haven, MI 49417 (Phone) (616) 847-3493(Cell) _____ (Fax) _____ (Email) dkollewehr@grandhaven.org hereinafter referredto as the Client, and AbonmarCHE Consultants, Inc., referred to as AbonmarCHE, located at: 95 West Main Street, Benton Harbor, MI 49022The Client contracts with AbonmarCHE to perform professional services regarding the Client's project generally referred to as:(Project Name) Grand Haven Entrance Light Historic Interpretation Development (Location) Grand Haven, MIThe professional services to be provided by AbonmarCHE, collectively referred to as the Work Plan, are as follows:(Scope of work) As per attached proposal dated 2/28/2025 (Updated 3/31)(Project schedule) As per attached proposal dated 2/28/2025 (Updated 3/31)(Special Provisions) None.AbonmarCHE's proposal/work plan, dated _____ is incorporated into this Agreement by reference, and is limited to the services described therein. AbonmarCHE's Terms and Conditions for Professional Services are incorporated by client's Authorization signature below.The Client agrees to promptly pay for services provided by AbonmarCHE for the Scope of Work according to the following:(Fee/Type) Lump Sum 17,000Prior to commencement of services, the Client will specify any and all documentation that the Client requires for submission with the invoice for services provided by AbonmarCHE. Absent any special request from the Client, AbonmarCHE will send its standard form of invoice.If, after receipt of an invoice from AbonmarCHE, the Client has any questions, objections, or if there are any discrepancies in the invoice, the Client shall identify the issue in writing within thirty (30) days of its receipt. If no written objection is made within the thirty (30) day period, any such objection shall be deemed waived.AbonmarCHE invoices are due upon receipt and shall be considered past due if not paid within 30 calendar days of the invoice date. The parties agree that interest of 1.5% per month will be added to any unpaid balance after 30 days. Payment thereafter shall first be applied to accrued interest and then to the unpaid principal.The Client has designated Dana Kollwehr as its Representative. The Representative shall have the authority to execute any documents pertaining to this Agreement or amendments thereto, and for the approval of all change orders, addenda, and additional services to be performed by AbonmarCHE. The representative shall be the contact person for submission of all documents, invoices or communications.

Authorization to Proceed and Guarantee of Payment: By signing this Agreement, the Client authorizes AbonmarCHE to provide services described above, and that the Client is the responsible party for making payment to AbonmarCHE. By signing below, I acknowledge that I have received and agree to the Terms and Conditions on Pages 2-6 of this Agreement, and I understand that the Terms and Conditions take precedence over all prior oral and written understandings. These Terms and Conditions can only be amended, supplemented, modified, or canceled by a written instrument signed by both parties. Any notice or other communications shall be in writing and shall be considered to have been duly given when personally delivered or upon the third day after being deposited into first class certified mail, postage prepaid, return receipt requested.

Authorized Client Representative	If Individual	Authorized AbonmarCHE Representative
Client: <u>City of Grand Haven</u>	Signature: _____	Signature: <u>Alex Newman</u>
Signature: _____	Printed Name: _____	Printed Name: <u>Alex Newman</u>
Printed Name: <u>Dana Kollwehr</u>	Date of Birth: _____	Title: <u>Chief Operating Officer</u>
Date Signed: _____	Driver's License #: _____	Originating Office: <u>AbonmarCHE Consultants, Inc.</u>
Federal Tax ID: _____	Employed by: _____	<u>95 West Main Street</u>
	Address: _____	<u>Benton Harbor, MI 49022</u>
	City/State: _____	Date Signed: _____
	Date Signed: _____	

TERMS AND CONDITIONS OF PROFESSIONAL SERVICES AGREEMENT

1. **Agreement.** These Terms and Conditions shall be incorporated by reference and shall prevail as the basis of the Client's Agreement to Abonmarche. Any Client document or communication in addition to or in conflict with these Terms and Conditions shall be subordinate and subject to these provisions.
2. **Execution.** Abonmarche has the option to render this Agreement null and void, if it is not executed within thirty (30) days of delivery.
3. **Client Responsibilities.** The Client will provide all criteria and information concerning the requirements of the Project. Abonmarche shall be entitled to rely on the accuracy and completeness of services and information furnished by the Client, including services and information provided by design professionals or consultants directly to the Client. These services and information include, but are not limited to, surveys, tests, reports, diagrams, drawings, and legal information. The Client will assume responsibility for interpretation of contract documents and for construction observation and will waive all claims against Abonmarche that may be in any way connected, unless Abonmarche's services under this Agreement include full-time construction observation or review of contractor's performance. The Client shall designate in writing a person with authority to act on Client's behalf on all matters related to Abonmarche's services.
4. **Performance.** The standard of care for services performed by or provided by Abonmarche will be the care and skill ordinarily used by Abonmarche's profession practicing under similar circumstances at the same time and in the same locality. Abonmarche makes no warranty, expressed or implied, with respect to any services provided by Abonmarche. Abonmarche may be liable for claims, damages, cost, loss or expense (including reasonable attorney's fees) to the extent caused by the acts, errors, or omissions of Abonmarche which are negligent, in violation of or not up to the standards of this Agreement, or illegal.
5. **Billing and Payment.** The client shall make an initial payment of \$ 0.00 [retainer] upon execution of this Agreement. The retainer shall be held by Abonmarche and applied against the final invoice. If the Client fails to make payments when due and proper

under this Agreement, and Abonmarche incurs any costs in order to collect overdue sums from the Client, the Client agrees that all such collection costs incurred shall immediately become due and payable to Abonmarche. Collection costs shall include, without limitation, legal fees, collection agency fees and expenses, court costs, collection bonds and reasonable Abonmarche staff costs at standard billing rates for Abonmarche's time spent in efforts to collect. This obligation of the Client to pay Abonmarche's collection costs shall survive the term of this Agreement or any earlier termination by either party.

6. **Hourly Billing Rates.** If payment is on an hourly rate, Client will pay Abonmarche at the current hourly billing rates. The hourly rates are adjusted annually or as deemed appropriate, subject to mutual agreement between the Client and Abonmarche.
7. **Reimbursable Expenses.** Reimbursable expenses, the actual costs incurred directly or indirectly for the Client's Project, will be charged at Abonmarche's current rates. Examples of reimbursable expenses include, but are not limited to: mileage, tests and analyses, special equipment services, postage and delivery charges, telephone and telefax charges, copying, printing, and binding charges, commercial transportation, meals, lodging, special fees, licenses, and permits. Subconsultant and outside technical or professional services will be charged on the basis of the actual costs times a factor of 1.15.
8. **Additional Services.** Additional services that may be provided pursuant to the Agreement or any subsequent modification of the Agreement will be authorized by written amendment signed on behalf of the Client and Abonmarche. Additional services performed by Abonmarche are subject to all Terms and Conditions and the Client will be responsible for payment. Should the Client, regulatory agency, or any public body or inspector direct modification or addition to services covered by this Agreement, including costs relating to the relationship between the Client and a third party i.e. punch lists, change orders, and disputes, the cost will be added to the agreed price. Requests for extra services should be made in writing via a change order.
9. **Underground Structures or Buried Utilities.** The Client is responsible for

identification and location of all public and private buried structures on the Client's property and the Project site, such as, but not limited to, storage tanks and lines, or gas, water, sewer, electrical, phone, cable, or any other public or private utilities. It is agreed that Abonmarche is not responsible for accidental damage to utilities or underground structures, if unknown or improperly located. The client shall be responsible for design fees if changes are necessary. Utility locating or marking services provided by Abonmarche are not substitutes for complying with the utility owner notification requirements or the locating services (811 systems) required prior to an excavation. Utilities shown as located by ground penetrating radar are approximate only. No excavation took place to verify the positions shown or to verify the type of utility (except as noted). Careful excavation is required for verification of the buried utility. The owner or customer assumes the risk of error and the actual location of the underground utility. Abonmarche is not providing any certification or guarantee regarding the exact location of any underground utility.

10. **Hazardous or Contaminated Materials/Conditions.** Abonmarche does not provide environmental services. As such, Client will advise Abonmarche, in writing and prior to the commencement of services, of all known or suspected hazardous or contaminated materials/conditions present at the site(s). Abonmarche and the Client agree that the discovery of unknown or unconfirmed hazardous or contaminated materials/conditions constitutes a changed condition that may require Abonmarche to renegotiate the scope of work or terminate its services. Abonmarche and Client also agree that the discovery of said materials/conditions may make it necessary for Abonmarche to take immediate measures to protect health, safety, and welfare of those performing services. Client agrees to compensate Abonmarche for reasonable costs incident to the discovery of said materials/conditions. Client acknowledges that Abonmarche cannot guarantee that contaminants do not exist at a project site. Similarly, a site which is in fact unaffected by contaminants at the time of Abonmarche's surface or subsurface exploration may later, due to natural phenomenon or human intervention, become contaminated. Client

waives any claim against Abonmarche, and agrees to defend, indemnify and hold Abonmarche harmless from any claims or liability for injury or loss in the event that Abonmarche does not detect the presence of contaminants through techniques commonly applied in the provision of their services.

11. **Underground Conditions.** Abonmarche shall have no responsibility for the identification of existing or unforeseen/differing underground conditions. The Contractor shall have sole responsibility for determining the nature of underground conditions and the means and methods of dealing with those conditions. Abonmarche is entitled to rely upon the information provided by geotechnical consultants and shall have no responsibility for the accuracy or correctness of the data contained in the geotechnical reports.
12. **Site Access and Security.** With the exception of access rights that land surveyors are afforded by law, the Client will provide Abonmarche access to the Project site and the Client will be responsible for obtaining any necessary permission from any affected third-party property owners for use of their lands. The Client is solely responsible for site security.
13. **Consultants.** Abonmarche may engage Consultants at the request of the Client to perform services which are typically the Client's responsibility, such as surveys, geotechnical and environmental assessments. The Client agrees that Abonmarche will not be responsible for, or in any manner guarantee, the performance of services by the Consultants. The Client further agrees, to the fullest extent permitted by law, to defend, indemnify and hold harmless Abonmarche, its officers, directors, employees and subconsultants (collectively, Abonmarche) against any damages, liabilities or costs, including reasonable attorneys' fees and defense costs, arising or allegedly arising from subsurface penetrations in locations authorized by the Client or from the inaccuracy or incompleteness of information provided to Abonmarche by the Client, except for damages caused by the negligence or misconduct of Abonmarche.
14. **Opinions of Cost.** Any opinions of probable construction cost and/or total project cost provided by Abonmarche will be on the basis of experience and judgment, but these are

only estimates. Abonmarche has no control over market or contracting conditions and does not warrant that bids or ultimate construction or total project costs will not vary from such estimates.

15. **Ownership of Instruments of Service.** The Client is the owner of all original drawings, reports, and other materials provided to the Client, whether in hard copy or electronic media form. The Client is authorized to use the copies provided by Abonmarche only in connection with the Project. Any other use or reuse by the Client for any purposes whatever will be at the Client's risk and full legal responsibility, without liability to Abonmarche and the Client will defend, indemnify, and hold Abonmarche harmless from all claims, damages, losses, and expenses, including attorney fees arising out of or resulting there from.
16. **Electronic Media.** Copies of data, reports, drawings, specifications, and other materials furnished by Abonmarche that may be relied upon by the Client are limited to the printed copies (also known as hard copies) that are delivered to the Client pursuant to the services under this Agreement. Computer files of text, data, graphics, or of other types of electronic media are the possession of the Client. Any electronic media provided under this Agreement to the Client are only for the convenience of the Client. Any conclusions or information obtained or derived from such electronic files will be at the user's sole risk.
17. **Bonds and Permits.** The Client will be responsible for the adoption of any site access or right of way bonds that may be initiated on their behalf. At completion of Abonmarche's services, the Client will take responsibility and pay any ongoing bond or permit costs for any bonded or permitted services.
18. **Insurance.** The Client and Abonmarche will cause the other party and its employees to be listed as additional insured on the general liability policies carried by the parties that are applicable to the Project. Upon request, the Client and Abonmarche will each deliver to the other certificates of insurance evidencing their coverage. The Client will require the Contractor to purchase and maintain general liability, automobile liability, workers compensation and other insurance as specified in the Contract Documents and to cause Abonmarche and Abonmarche's employees to be listed as additional insured

on a primary and non-contributory basis under the general liability and automobile insurance policies as respect to such liability and other insurance purchased and maintained by the Contractor for the Project. A certificate of insurance evidencing the additional insured and primary coverage status of Abonmarche under the General and Automobile liability from the Contractor shall be provided to Abonmarche.

19. **Third Party Invoicing.** If the Client directs Abonmarche to invoice third party payers, Abonmarche will do so, but the Client agrees to be ultimately responsible for Abonmarche's compensation until the Client provides Abonmarche with the third party's written acceptance of all terms of this Agreement and until Abonmarche agrees to the substitution.
20. **Third Party Beneficiaries.** Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or Abonmarche. Abonmarche's services under this Agreement are being performed solely for the Client's benefit, and no other party or entity shall have any contractual claim against Abonmarche because of this Agreement or performance or nonperformance of services hereunder. The Client and Abonmarche agree to require a similar provision in all contracts with contractors, subcontractors, subconsultants, vendors and other entities involved in this Project to carry out the intent of this provision.
21. **Suspension of Services.** In the event of non-payment or other breach by Client, Abonmarche will have the absolute right to suspend work without any liability whatsoever to the Client for any costs or damages as a result of such suspension caused by any breach of this Agreement by the Client. Upon payment in full by the Client, Abonmarche shall resume services under this Agreement, and the schedule and compensation shall be equitably adjusted to compensate for the period of suspension plus any other reasonable time and expense necessary for Abonmarche to resume performance. Abonmarche shall not have the right to suspend services if the Client is not in breach, and Abonmarche shall be liable for damages caused by any wrongful suspension.
22. **Contractor's Work.** Abonmarche shall have no authority to direct or control the Work of the Contractor or to stop the Work of the

Contractor. Abonmarche shall not be liable to any party for the failure of the Contractor to perform the Work consistent with the Plans and Specifications and applicable Codes and Regulations. Neither the performance of the services by Abonmarche, nor the presence of Abonmarche at a project construction site, shall impose any duty on Abonmarche beyond the terms of this Agreement, nor relieve the construction contractor of its obligations, duties and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending and coordinating the construction work in accordance with the plans and specifications and any health or safety precautions required by any regulatory agencies or applicable law. Abonmarche and its personnel have no authority to exercise any control over any construction contractor or its employees in connection with their work or any health or safety programs or procedures. The Client agrees that the construction contractor shall be solely responsible for jobsite and worker safety.

23. **ADA and Code Compliance.** The Americans with Disabilities Act (ADA) provides that alterations to a facility must be made in such a manner that, to the maximum extent feasible, the altered portions of the facility are accessible to persons with disabilities. The Client acknowledges that the requirements of ADA will be subject to various and possibly contradictory interpretations. To the extent applicable, Abonmarche will use its reasonable professional efforts and judgement to interpret ADA requirements and other federal, state, and local laws, rules, codes, ordinances, and regulations as they may apply on the Project. Abonmarche does not warrant or guarantee that the Project will comply with all interpretations of the ADA requirements and/or the requirements of other federal, state and local codes, rules, laws, ordinances, and regulations as they may apply to the Project. Client shall pay Abonmarche its customary hourly fees plus reimbursable expenses for any design changes made necessary by newly enacted laws, codes and regulations, or changes to existing laws, codes, or regulations after the date that this Agreement is executed.
24. **Notice of Lien Rights.** Abonmarche hereby notifies, and the Client acknowledges that

Abonmarche has lien rights on the Client's land and property when Abonmarche provides labor and materials for Projects on the Client's land and the Client does not pay for those services except when the Client is a governmental agency and lien rights do not apply.

25. **Legal Expenses.** If Abonmarche brings a lawsuit against the Client to collect invoiced fees and expenses, the Client shall be legally liable to pay Abonmarche's expenses, including its actual attorney fees and costs, if Abonmarche prevails. If Abonmarche does not prevail, Abonmarche shall reimburse the Client for its expenses, including its actual attorney fees and costs, defending against Abonmarche's lawsuit.
26. **Consequential Damages.** The Client and Abonmarche waive consequential damages for claims, disputes, or other matters in question relating to services provided as a part of this Agreement, including for example, but not limited to, loss of business.
27. **Governing Law.** This Agreement will be deemed to have been made in the location where the services are performed, and shall be governed by and construed in accordance with the laws of that state.
28. **Exclusive Choice of Forum.** Each party irrevocably and unconditionally agrees that it will not bring any action, litigation, or proceeding against any other party in any way arising from or relating to this Agreement in any forum other than the courts of the state and county where the work is performed. Each party irrevocably and unconditionally submits to the exclusive jurisdiction of those courts and agrees to bring any such action, litigation, or proceeding only in those courts. Each party agrees that a final judgment in any such action, litigation, or proceeding is conclusive and may be enforced in other jurisdictions by suit on the judgment or in any other manner provided by law.
29. **Considerations.** The successors, executors, administrators, and legal representatives of the Client and Abonmarche are hereby bound onto the other with respect to the covenants, Agreements, and obligations of this Agreement.
30. **Acts of God.** Neither the Client nor Abonmarche will have any liability for nonperformance caused in whole or in part by causes beyond their respective reasonable control. Such causes include, but

are not limited to, Acts of God, civil unrest and war, labor unrest and strikes, acts of authorities, and events that could not be reasonably anticipated.

4867-0474-8876 v2 [57570-1]

31. **Termination.** Either the Client or Abonmarche may terminate this Agreement by giving ten (10) days written notice to the other party. In such an event, the Client will pay Abonmarche in full for all services previously authorized and performed prior to the effective date of the termination. Upon receipt of such payment, Abonmarche will return to the Client all documents and information that are the property of the Client. If the Client fails to make payment to Abonmarche in accordance with the payment terms herein, or if Abonmarche fails to perform its obligations under this Agreement through the expiration of the ten (10) days written notice, this shall constitute a material breach of this Agreement and shall be cause for termination of this Agreement by the non-breaching party.
32. **Severability.** In the event that one or more provisions contained in this Agreement are declared invalid, illegal, or unenforceable in any respect, the validity, legality, and enforceability of the remaining provisions of the Agreement shall not be affected or impaired.
33. **Dispute Resolution.** Any claims or disputes made during design, construction or post-construction between the Client and Abonmarche shall be submitted to non-binding mediation. The Client and Abonmarche agree to include a similar mediation agreement with all contractors, sub-contractors, sub-consultants, suppliers and fabricators, thereby providing for mediation as the primary method for dispute resolution between all parties. The mediation shall be governed by the then current Construction Industry Mediation Rules of the American Arbitration Association ("AAA"). Mediation shall be a condition precedent to the initiation of any other dispute resolution process, including court actions.
34. **Entire Agreement.** This Agreement contains the entire agreement between the parties and there are no agreements, representations, statements, or understandings which have been relied on by the parties which are not stated in this Agreement.

End of Agreement



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____
Request ID: _____
(For MLCC Use Only)

Social District Permit Application

Part 1 - Licensee Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it appears on your Articles of Incorporation / Organization.

Licensee name: British Landing Enterprises Inc.		
Address: 100 Washington Ave		
City: Grand Haven	State: Mi	Zip Code: 49417
Contact Name: Jack Armstrong	Phone: 231-206-3555	Email: Smokeyjoses@gmail.com

Part 2 - Required Documents & Fees

<input checked="" type="checkbox"/> Local Governmental Unit Approval <input checked="" type="checkbox"/> Approval from the local governmental unit (city council, township board, village council) is required to be submitted with this application (See page 2 for approval form)	
<input checked="" type="checkbox"/> \$70.00 Inspection Fee (MLCC Fee Code 4036) <input checked="" type="checkbox"/> \$250.00 Social District Permit Fee (MLCC Fee Code 4081)	TOTAL DUE: <div style="border: 1px solid black; width: 100px; height: 30px; margin: 5px auto;"></div> <p>Make checks payable to State of Michigan</p>

Leave Blank - MLCC Use Only

Part 3 - Signature of Licensee

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this permit for the sale of alcoholic liquor on the licensed premises.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

The person signing this form has demonstrated that they have authorization to do so and have attached appropriate documentation as proof.

Terrie Armstrong		5-21-2025
Print Name of Licensee & Title	Signature of Licensee	Date

Please return this completed form and fees to:
Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Overnight deliveries: 2407 N. Grand River Avenue, Lansing, MI 48906
Fax with Credit Card Authorization to: 517-284-8557



Local Governmental Unit Approval For Social District Permit

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ meeting of the _____ council/board
(regular or special) (name of city, township, or village)

called to order by _____ on _____ at _____
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from _____
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is _____ by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the _____
council/board at a _____ meeting held on _____
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



Social District Permit Application

Part 1 - Licensee Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it appears on your Articles of Incorporation / Organization.

Licensee name: <u>Twelve Corners Vineyards, LLC</u>		
Address: <u>41 Washington Avenue, Suite 144</u>		
City: <u>Grand Haven</u>	State: <u>MI</u>	Zip Code: <u>49417</u>
Contact Name: <u>Kimberly Sill</u>	Phone: <u>269-927-1512 ext 103</u>	Email: <u>kimberly@12corners.com</u>

Part 2 - Required Documents & Fees

<input checked="" type="checkbox"/> Local Governmental Unit Approval <input checked="" type="checkbox"/> Approval from the local governmental unit (city council, township board, village council) is required to be submitted with this application (See page 2 for approval form)	
<input checked="" type="checkbox"/> \$70.00 Inspection Fee (MLCC Fee Code 4036) <input checked="" type="checkbox"/> \$250.00 Social District Permit Fee (MLCC Fee Code 4081)	TOTAL DUE: <div style="border: 1px solid black; padding: 5px; display: inline-block;"><u>320.00</u></div> Make checks payable to State of Michigan

Leave Blank - MLCC Use Only

Part 3 - Signature of Licensee

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this permit for the sale of alcoholic liquor on the licensed premises.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

The person signing this form has demonstrated that they have authorization to do so and have attached appropriate documentation as proof.

<u>Douglas Oberst CEO</u>		<u>5/13/25</u>
Print Name of Licensee & Title	Signature of Licensee	Date

Please return this completed form and fees to:
Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Overnight deliveries: 2407 N. Grand River Avenue, Lansing, MI 48906
Fax with Credit Card Authorization to: 517-284-8557



Local Governmental Unit Approval For Social District Permit

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ meeting of the _____ council/board
(regular or special) (name of city, township, or village)

called to order by _____ on _____ at _____
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from _____
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is _____ by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the _____
council/board at a _____ meeting held on _____
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



CITY OF GRAND HAVEN

Finance Department

519 Washington Avenue

Grand Haven, MI 49417

Phone: (616) 847-4893

TO: Ashley Latsch, City Manager

CC: Emily Greene, Finance Director

FROM: Nick Brown, Treasurer *NB*

DATE: May 15, 2025

SUBJECT: Ottawa County Tax Foreclosure Avoidance Payment Reduction Program

The Ottawa County Treasurer's Office has adopted an initiative aimed at assisting delinquent taxpayers in fulfilling their property tax obligations. The Tax Foreclosure Avoidance Payment Reduction Program (TFAPRP) enables the County Treasurer to enter into a payment agreement with homeowners, for a duration of up to five years, provided they meet specific qualification criteria and maintain regular installment payments.

The requirements include:

- Title to the property must be held by the person entering into the program
- Property must be a principal residence exempt from school operating tax
- Property must be within a municipality that has agreed to participate in TFAPRP
- Homeowner must have two years of property tax bills in Forfeiture
- Homeowner must keep current property taxes paid
- Homeowner must meet certain income requirements as described in the attached letter

As is one of the requirements, we as the City, must adopt TFAPRP in order for residents of the City of Grand Haven to use it. Another important thing to note is, though TFAPRP provides property tax assistance to residents at the County level, it will in no way impact the tax revenue collections at the City level. The City of Grand Haven will still be made whole following settlement regardless of participation in TFAPRP. This program is offered to help City residents.

The program is already in place at the County level and approval by City Council can be seen as a formality to allow our residents to participate.



Cheryl Clark
County Treasurer

Jason Kondrat
Chief Deputy Treasurer

Mollie L. Bonter
Deputy Treasurer

Ottawa County

Treasurer

May 5, 2025

City of Grand Haven Council Members

Sent via email to: Nicholas Brown, nbrown@grandhaven.org

Dear Council Members:

I am excited to announce a new initiative from my office aimed at assisting delinquent taxpayers in fulfilling their property tax obligations. The Tax Foreclosure Avoidance Payment Reduction Program (referred to as the "Program") enables the County Treasurer to enter into a payment agreement with homeowners for a duration of up to five years, provided they meet specific qualification criteria and maintain regular installment payments.

As outlined in the attached Ottawa County Treasurer Policy, the Program is available to all homeowners in Ottawa County who meet several requirements. I would like to emphasize a couple of key points. First, homeowners must make timely payments on all nondelinquent taxes associated with their property, which means that their current property taxes cannot become delinquent. Second, the property must be located within a municipality that has agreed to participate in the Program. Therefore, the County Treasurer can only enter into agreements with homeowners residing in townships or cities within Ottawa County whose boards or councils have passed a resolution to participate in Tax Foreclosure Avoidance Payment Reduction Program.

The benefits of the Program for qualifying homeowners include the cancelation of all interest, penalties, and fees that have accrued on their delinquent property taxes, as well as the withholding the property from the petition for foreclosure as long as the agreement remains in effective. For municipalities, the advantage is that all costs associated with the program will be covered by Ottawa County, and current property taxes will be paid in a timely manner.

I respectfully request that the City of Grand Haven Council consider participating in the Program and to pass a resolution similar to the attached sample at your next meeting. By adopting this resolution, the County Treasurer will be empowered to enter into agreements with property owners in City of Grand Haven.

Thank you for considering participation in this Program. Should you have any questions or wish for me to attend a meeting to discuss it further, please do not hesitate to reach out to me at 616-994-4503 or cclark@miottawa.org.

Sincerely,


Cheryl Clark, ACPFIM

Ottawa County Treasurer

Phone: 616-994-4501
Fax: 616-994-4509

12220 Fillmore Street, Room 155
West Olive, MI 49460

treasurer@miottawa.org
www.miottawa.org/Treasurer



Tax Foreclosure Avoidance Payment Reduction Program

(Pursuant to MCL 211.78q(5) & MCL 211.78g(8))

The Tax Foreclosure Avoidance Payment Reduction Program (referred to as the “Program”) allows the County Treasurer to enter into a payment agreement with a homeowner for up to five years if a homeowner meets qualification requirements and maintains regular periodic installment payments.

The benefit of the Program for qualifying homeowners will be a cancelation of all interest, penalties, and fees (MCL 211.78g(8)(iii)) that have accrued against a delinquent property with unpaid taxes and withholding the property from the petition for foreclosure as long as the agreement is effective (MCL 211.78h(3)(c) and MCL 211.78q(5)).

The Program is available to all homeowners in Ottawa County who meet the following requirements:

- Title to the property must be held by the person entering the Program.
- Property must be principal residence exempt from the tax levied by a local school district for school operating purposes pursuant to MCL 211.7cc (i.e. must be a homestead property).
- Property must be located within a municipality that pursuant to MCL 211.78g(10)(b)(ii) has agreed to participate in the Program.
- The homeowner must currently have 2 years of taxes in Forfeiture.
- The homeowner must make timely payments on all nondelinquent taxes on the property (i.e., must keep current taxes paid per MCL 211.78q(5)).
- The total household resources of the person requesting that the property be withheld from the petition for foreclosure must be in line with 200% federal poverty income standards as defined and determined annually by the United States office of management and budget. The homeowner will also be referred to the Ottawa County Community Action Agency (OCCAA) and must complete their application for assistance by doing one of the following:

- Going online at <https://portal.empoworbycsst.com/Public/ClientAccessForm.aspx?AccessID=b00415aa-46b5-434b-b9dd-357dec389322>

OR

- Calling OCCAA at 616-393-4433

To begin the application process, the homeowner must complete the application and return it to the Ottawa County Treasurer's Office along with all additional information requested in the application. Once the Ottawa County Treasurer's Office has received the application and determined that the homeowner meets qualification requirements, the homeowner will be notified, and an Applicant Contract & Payment Agreement will be sent to them. The homeowner will review, sign, date and return the agreement to the Ottawa County Treasurer's Office. Once the Ottawa County Treasurer's Office has received the signed agreement, it will be signed by the County Treasurer and a copy will be provided to the homeowner. The Program becomes effective when the homeowner makes the initial monthly payment of the delinquent taxes owed on the property on the date and for the amount provided in the signed agreement (MCL 211.78q(5)).

If the Ottawa County Treasurer's Office determines that the homeowner does not meet qualification requirements, they will contact the homeowner to let them know. If the homeowner has not been contacted by the Ottawa County Treasurer's Office within one week, it is the homeowner's responsibility to contact the Ottawa County Treasurer's Office to verify they received the application.

Properties that are subject to a Land Contract may qualify for the Program if the following qualifications are met:

- The Land Contract must be recorded with the Register of Deeds, or if not recorded a full copy of the Land Contract must be provided to the Ottawa County Treasurer.
- The County Treasurer must determine that the Land Contract offers a sufficient path to ownership of the property (i.e. the Land Contract price is commensurate to the SEV, homeowner is up to date on payments, etc.).
- The Land Contract buyer must be the party responsible for the taxes per the Land Contract.
- The Land Contract seller must be determined by the County Treasurer to be in good standing with the local municipality in regard to local codes and ordinances for any property they hold a de minimis interest in (i.e. no red tags, trash violations, failure to comply, unregistered rentals, etc.).

Properties that are subject to the ownership interest of a deceased individual or an Estate may qualify for the Program if the following qualifications are met:

- The interested party of the Estate must be the current tenant, occupant, or resident of the property.

- The interested party of the Estate must open a Probate case with the applicable County Probate Court for the decedent and have a named Personal Representative of the Estate within the first 6 months of payments.
- Once opened, the Probate case cannot go inactive. The interested parties must continue to work with the Court to settle the ownership.

The Ottawa County Treasurer may allow homeowners in the Program to miss one of the required payments, as long as the payments are resumed and continued the immediately following month. This stipulation will only be allowed once per homeowner.

If a homeowner experiences unexpected hardship that prevents them from being able to make the agreed upon monthly payment, the homeowner may request a one-month deferral from the County via a form provided by the County Treasurer's Office. The homeowner may be required to provide documentation, and the approval of any deferral will be left to the discretion of the County Treasurer.

If a homeowner is currently enrolled in the Program with delinquent taxes owing, the full amount of the delinquent taxes is due upon the sale and transfer of the property (unless the Treasurer determines that extenuating circumstances regarding the sale exist, and a new agreement is drafted prior to the transfer of property). If the taxes are not paid with the sale of the property, the new owner will be required to pay the full delinquent tax amount within the regular statutory timeline per MCL 211.78 et seq., including interest pursuant to MCL 211.78g(3)(b), and any interest, fees, charges, and penalties otherwise applicable to any unpaid taxes on the property.

If a homeowner fails to comply with the Program or if the agreement is no longer effective, all the following apply:

- The amount required to be paid to redeem the property will be the full amount of unpaid delinquent taxes on the property PLUS interest pursuant to MCL 211.78g(3)(b) and any additional interest, fees, charges, and penalties otherwise applicable to any unpaid taxes on the property.
- The property must be included in the immediately succeeding petition for foreclosure pursuant to MCL 211.78h.
- The owner shall not bid on property subject to sale pursuant to MCL 211.78m, if that property was subject to the Tax Foreclosure Avoidance Payment Reduction Program Agreement.

The County Treasurer will notify a homeowner in writing if the Program Agreement is no longer effective. The County Treasurer's determination is final and not subject to appeal. The County Treasurer can refuse to enter into a Program Agreement with a homeowner for any reason.

**CITY OF GRAND HAVEN, MICHIGAN
REGULAR CITY COUNCIL MEETING
MONDAY, JUNE 2, 2025**

Resolution No. 25-_____

**A RESOLUTION TO
PARTICIPATE IN THE OTTAWA COUNTY
TAX FORECLOSURE AVOIDANCE PAYMENT REDUCTION PROGRAM**

Minutes of a regular meeting of the City Council of the City of Grand Haven, Ottawa County, Michigan, held in Council Chambers at City Hall, 519 Washington Avenue, Grand Haven, MI 49417, on June 2, 2025, at 7:30 pm local time:

Present: Members _____

Absent: Members _____

The following resolution was offered by _____ and seconded by _____.

WHEREAS pursuant to the authority vested in the Ottawa County Treasurer as foreclosing governmental unit pursuant to the Michigan General Property Tax Act (GPTA), including under MCL 211.78g(8)(a), the Treasurer has created a Tax Foreclosure Avoidance Payment Reduction Program to reduce payments of delinquent taxes due from persons who currently have two years of taxes in Forfeiture; and

WHEREAS the Ottawa County Treasurer has elected to use only one of three possible methods to reduce payments, as described in MCL 211.78g(8)(a)(iii): Cancel all the interest, penalties, and fees required to be paid under the GPTA; and

WHEREAS all the costs of such a cancellation will be borne by Ottawa County and not by any city, township, village or other taxing authority; and

WHEREAS parcels with the City of Grand Haven will, pursuant to MCL 211.78g(10)(b)(ii), only be eligible for this program with the participation of the City of Grand Haven through approval of this resolution; and

WHEREAS any change in the terms of the Tax Foreclosure Avoidance Payment Reduction Program will take effect only after approval of an additional resolution;

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Grand Haven, acting pursuant to MCL 211.78g(10)(b)(ii), elects to participate in the Tax Foreclosure Avoidance Payment Reduction Program for delinquent taxes adopted by the Ottawa County Treasurer as described in this resolution; and

BE IT FURTHER RESOLVED, that, as provided by MCL 211.78g(10)(b) the City of Grand Haven Treasurer is authorized to provide the Ottawa County Treasurer with written notice of their City Council's participation in the Tax Foreclosure Avoidance Payment Reduction Program.

YEAS: Members

NAYS: Members

ABSENT: Members

Resolution declared _____.

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Grand Haven, County of Ottawa, State of Michigan, at a regular meeting held on June 2, 2025, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act (Act 267 of the Public Acts of 1976, as amended) and that the minutes of said meeting were kept and will be available as required by said Act.

Maria Boersma, Clerk

CITY OF GRAND HAVEN

519 Washington
Ave Grand
Haven, MI 49417
Phone: (616)
847-4888



TO: Ashley Latsch – City Manager

CC: Emily Greene – Finance Director
Michael England – Director of Public Works
Dave Karpin – Grand Haven Lighthouse Conservancy

FROM: Dana Kollewehr - Assistant City Manager *DK*

DATE: May 28, 2025

SUBJECT: Inner Lighthouse Project Award

As owners of the lighthouses, the City, in partnership with the Grand Haven Lighthouse Conservancy, successfully applied for a \$60,000 grant from the Michigan Lighthouse Assistance Program (MLAP) for restoration activities on the inner lighthouse.

The Grand Haven Lighthouse Conservancy has been diligently working to complete the restoration identified in the Historic Structures Report (HSR) for the Entrance and Inner Lights (2015). As numerous improvements and investments have been made to the pier, the committee aims to restore the lighthouses to a similarly safe and functional condition.

The funding from the grant and the Grand Haven Lighthouse Conservancy will support the painting and repairs of the inner lighthouse, including rust removal, deck plate welding, and repairs to the lantern door and hatch. The verified lowest bid for the project was submitted by Pushaw Builders from Grand Haven, Michigan, for \$115,560.00, which is below the engineer's estimate of \$120,000.00. After the bidding process, it was determined that additional equipment would be necessary to access the lighthouse, with an estimated cost of up to \$14,500.00, bringing the total project cost to \$130,060.00. Even with this additional expense, Pushaw Builders remains the verified lowest bidder. The Conservancy has committed to covering the grant match of \$60,000.00 and the extra equipment costs, ensuring that all expenses will be covered by the MLAP grant and the Lighthouse Conservancy.

Staff recommends that the City Council award the Grand Haven Inner Lighthouse Project to Pushaw Builders of Grand Haven, Michigan, in the amount of \$115,560.00 and total project cost of \$130,060.00, with costs reimbursed by the Grand Haven Lighthouse Conservancy, and authorize the Mayor and City Clerk to sign the necessary documents.

DOCUMENT 004113 - BID FORM - STIPULATED SUM (SINGLE-PRIME CONTRACT)

1.1 BID INFORMATION

- A. Bidder: William Pushaw (PUSHAW BUILDERS LLC.)
B. Bidder Contact: William Pushaw
C. Bidder Contact Phone Number: 1016-1638-7232
D. Bidder E-Mail: bill@pushawbuilders.com

1.2 PROJECT INFORMATION

- A. Project Name: Grand Haven Lighthouse Restoration Improvements.
B. Project No. 24-0823.
C. Project Location: South Pierhead, Inner Lighthouse, Grand Haven, MI.
D. Owner: City of Grand Haven, MI.
E. Owner's Representative: Grand Haven Lighthouse Conservancy.
F. Architect: Abonmarche Byce, Kalamazoo, MI.

1.3 CERTIFICATIONS AND BASE BID

- A. Base Bid, Single-Prime (All Trades) Contract: The undersigned Bidder, having carefully examined the Procurement and Contracting Requirements, Conditions of the Contract, Drawings, Specifications, and all subsequent Addenda, as prepared by Abonmarche and Architect's consultants, having visited the site, and being familiar with all conditions and requirements of the Work, hereby agrees to furnish all material, labor, equipment and services necessary to complete the construction of the above-named Project, in accordance with the requirements of the Procurement and Contracting Documents, for the stipulated sum of:



115,560.00

1.4 BID SECURITY

- A. The undersigned Bidder agrees to execute a contract for this Work in the above amount and to furnish surety as specified within 10 days after a written Notice of Award, if offered within 60 days after receipt of bids, and on failure to do so agrees to forfeit to Owner the attached Bid Security, as liquidated damages for such failure as follows:

1. In the following amount constituting 5 percent of the Base Bid amount above:
a. five thousand seven hundred seventy eight Dollars (\$ 5778.00).

- B. Form of Bid Security: Bidder has attached the following:

1. ☐ AIA Document A310-2010, "Bid Bond."
2. ☒ Cashier's check.

AB# 24-0823

BID FORM - STIPULATED
SUM (SINGLE-PRIME
CONTRACT)

004113 - 1

J. Street Address: 218 1/2 Washington
K. City, State, Zip: Grand Haven, MI 49417
L. Phone: 616. 414. 7222
M. License No.: 2101140399
N. Federal ID No.: 38-3443979
O. (Affix Corporate Seal Here)

END OF DOCUMENT 004113

Attachment D

CITY OF GRAND HAVEN

Community Development Department

519 Washington Ave
Grand Haven, MI 49417
Phone: (616) 935-3276



TO: Ashley Latsch, City Manager

CC: Dana Kollewehr, Assistant City Manager

FROM: Brian Urquhart, City Planner

DATE: May 29, 2025

SUBJECT: South Village Planned Development

Chad Koster of IMD Capital has submitted a request for a zoning change from TI, Transitional Industrial District to PD, Planned Development District and a Preliminary Development Plan for a proposed residential development on the property currently occupied by the Dake property at 700 and 724 Robbins Rd. (parcels #70-03-33-100-072 and #70-03-33-100-073). The site is large and two-thirds of the rear portion of the property is woodland and within the sensitive area overlay. The proposed project includes a mixture of housing types for a total of 189 units on approximately 24 acres. The development plan includes for amenities such as a dog park, outdoor pool and sundeck, pickleball courts, and community lounge.

The intent of South Village PD is to provide additional housing in the city located on an underutilized brownfield site. The applicant is considering a multiple phased development, comprised of attached single family, flats, townhomes, and row house, in addition to the community amenities.

Unit Breakdown		
Type	# units	Gross Density
Row house	8	
Flats	108	
Townhouse	44	
Single-family attached	29	
Total	189	8.1 units/acre

Process

A Planned Development requires approval of a preliminary development plan and rezoning of the property, which are subject to a recommendation by the Planning Commission and approval by the City Council. The applicant submitted a formal Planned Development and Rezoning application for the public hearings. Following approval of the preliminary development plan and rezoning, the applicant will provide a final development plan to the Planning Commission for approval.

Public Hearing & Planning Commission Recommendation

The Planning Commission held a public hearing on April 22, 2025. The public comments collected were

mixed, with excitement about the possibility of redeveloping a vacant brownfield site. Other comments expressed concern on the impact of increased traffic, and wetland areas. The Planning Commission voted 9-0 to recommend approval of the PD rezoning and preliminary development plan, with the following conditions:

- 1) A departure from the building separation standard of 20 ft. is approved to allow for a building separation of 14 ft. 2 in between units 4 and 5 in building area D, 16 ft. 5 in, between units 4 and 5 in building area E, and 16 ft. 6 in. between units 17 and 18 in building area G as shown on the preliminary plan.
- 2) A lot split application shall be submitted for the lot split of parcel #70-03-33-100-072 and subsequent combination with parcel #70-03-33-100-073 prior to final development plan approval.
- 3) The street trees along Robbins Road will be re-planted per Public Works specifications.
- 4) Landscaping around the perimeter of the property should be preserved to the greatest extent possible to soften and screen the site and to provide the greatest buffer from the residential properties to the south and west, and railroad to the east.
- 5) A sensitive area overlay application shall be submitted with the final development plan.
- 6) A sanitary sewer agreement shall be prepared and duly recorded with Grand Haven Charter Township.
- 7) Signage shall conform to the MFR District standards.
- 8) Exterior cladding materials shall meet the standards of the MFR district.
- 9) A traffic impact study is submitted prior to the final development plan. The traffic impact study shall identify any solutions to any adverse impacts on public roadways resulting from the development.
- 10) A utility plan shall be included in the final development plan.
- 11) An EGLE permit shall be submitted and approved for development in any identified wetland area.

And the following findings of fact entered into the record:

- 1) The preliminary development plan conforms to the future land use plan and zoning plan in the adopted 2023 master plan.
- 2) The 189-unit development satisfies goal one, objective A of the 2023 master plan in which dwellings in Grand Haven will include a broad range of housing types, appropriate for all segments of the population. South Village Planned Development will support a variety of housing types and density that will place users near daily services.

Following the Planning Commission meeting, the applicant issued a work order to conduct a traffic impact study, and contacted EGLE for the necessary permits.

City Council Public Hearing

During the May 19th Public Hearing, the City heard concerns from the public regarding traffic, density, noise, pedestrian connectivity, building appearance, and possible negative impacts on wetlands.

Following the public hearing, Council agreed to move forward with the preliminary development plan and rezoning. The applicant will need to satisfy the conditions of approval prior to final development submittal.

Attachments:

- A. Preliminary development plan
- B. Ordinance No. 2025-##

**CITY COUNCIL
CITY OF GRAND HAVEN
Ottawa County, Michigan**

Council Member _____, supported by Council Member _____,
moved the adoption of the following Ordinance:

ORDINANCE NO. **2025-**____

AN ORDINANCE TO APPROVE THE REZONING FOR AND THE PRELIMINARY
DEVELOPMENT PLAN OF SOUTH VILLAGE AT 700 AND 724 ROBBINS ROAD.

THE CITY OF GRAND HAVEN ORDAINS:

Section 1. Rezoning. Parcel Number 70-03-33-100-072, consisting of approximately 20.05 acres, and Parcel Number 70-03-33-100-073, consisting of approximately 5.81 acres, located at 700 and 724 Robbins Road, are rezoned from Transitional Industrial to Planned Development, as shown on Exhibit A, Sheet No. C-901, prepared by Nederveld and dated February 17, 2025. The rezoning of these is based upon a consideration of the factors in Section 40-421.06 of the City of Grand Haven Zoning Ordinance, and the following findings.

- A. Granting the rezoning will result in a recognizable and substantial benefit to the users of South Village and the community, which benefit would otherwise be unfeasible or unlikely.
- B. The type and density of the South Village land use will be compatible with the capacities of the public services and facilities affected, and shall not place a material burden upon the rezoned property, the surrounding property, property owners or occupants, or the natural environment.
- C. South Village will be compatible with the City's 2023 Master Plan and consistent with the intent and purpose of the Zoning Ordinance. Specifically, the 189-unit planned development satisfies Goal 1, Objective A of the 2023 Master Plan, calling for dwellings in the City to include a broad range of housing types, appropriate for all segments of the population. South Village will support a variety of housing types and density while placing users near required daily services.
- D. South Village will be under single ownership or control of a person or entity responsible to complete South Village in conformity with this Ordinance.
- E. The proposed phasing of South Village is feasible, and each phase will be capable of standing on its own in compliance with the Zoning Ordinance.

Draft Date
5-13-2025

Section 2. Preliminary Development Plan Approval. Pursuant to Section 40-421.07 of the Zoning Ordinance, the preliminary development plan for South Village Planned Development is approved. The planned development as approved includes the following documents, which are incorporated by reference and attached as **Exhibit B** (later received documents shall control over earlier received documents):

- A. Application dated February 7 and 11, 2025;
- B. Request for Zoning Change Application dated February 26, 2025;
- C. One-page narrative from IMD Capital;
- D. Ten-page Preliminary Development Plan Narrative from Nederveld; and
- E. Illustrative site plan dated February 14, 2025.

Section 3. Findings. On the basis of the discussion had by the Planning Commission as reflected in the minutes of April 22, 2025, and on the basis of the discussion had by the City Council, the City Council finds that the preliminary development plan for the South Village Planned Development meets the purposes of Section 40-421.01; meets the qualifying conditions of Section 40-421.02; meets the developments requirements of subsection A, is a permitted use per subsection B, and meets the guidance standards of C, all in Section 40-421.03; meets the standards of Section 40-421.05; and meets the standards of Section 40-421.06.

Section 4. Conditions.

1. South Village will comply with all applicable federal, state, county, and City laws and ordinances.
2. A departure from the building separation standard of 20 feet is approved to allow for building separations of 14 feet, two inches between units 4 and 5 in building area D; 16 feet, five inches between units 4 and 5 in building area E; and 16 feet, six inches between units 17 and 18 in building area G, all as shown on the preliminary development plan.
3. A lot split application shall be submitted by the developer for the lot split of Parcel Number 70-03-33-100-072 and subsequent combination with Parcel Number 07-03-100-073 as a condition of preliminary development plan approval.
4. The street trees in the South Village along Robbins Road will be replanted by the developer per specifications of and approval by the City's Public Works Department.
5. Landscaping around the perimeter of the South Village should be preserved by the developer to the greatest extent possible, to the satisfaction of the City, to soften and screen the site and to provide the greatest buffer from the residential properties to the south and west and the railroad tracks to the east.
6. A sensitive area overlay application acceptable to the City shall be submitted by the developer with the final development plan for South Village.
7. A sanitary sewer agreement shall be negotiated with and approved by Grand Haven Charter Township and the City for South Village.
8. Signage for South Village shall conform to the Multiple-Family Residential District standards in the Zoning Ordinance.
9. Exterior cladding materials for all buildings in the South Village shall meet the standards of the Multiple-Family Residential District in the Zoning Ordinance.

10. A traffic impact study shall be submitted by the developer prior to final development plan approval for South Village. The traffic impact study shall identify any solutions to any adverse impacts on public roadways resulting from the development, and who shall be responsible to implement and pay for such solutions.
11. A utility plan prepared by the developer and acceptable to the City shall be included in the final development plan for South Village.
12. An EGLE permit shall be obtained by the developer for any portion of the South Village development located within any identified wetland area.

Section 5. Effective Date. This Ordinance shall take effect 20 days after its adoption or upon such later date as required by Public Act 110 of 2005, as amended.

YEAS:

NAYS:

ABSTAIN:

ABSENT:

APPROVED: _____ 2025

I certify that this ordinance was adopted by the City Council of the City of Grand Haven at a meeting held on _____, 2025, and published in the Grand Haven Tribune, a newspaper of general circulation in the City.

Marie Boersma, City Clerk

Introduced: _____

Adopted: _____

Published: _____

Effective: _____

EXHIBIT A

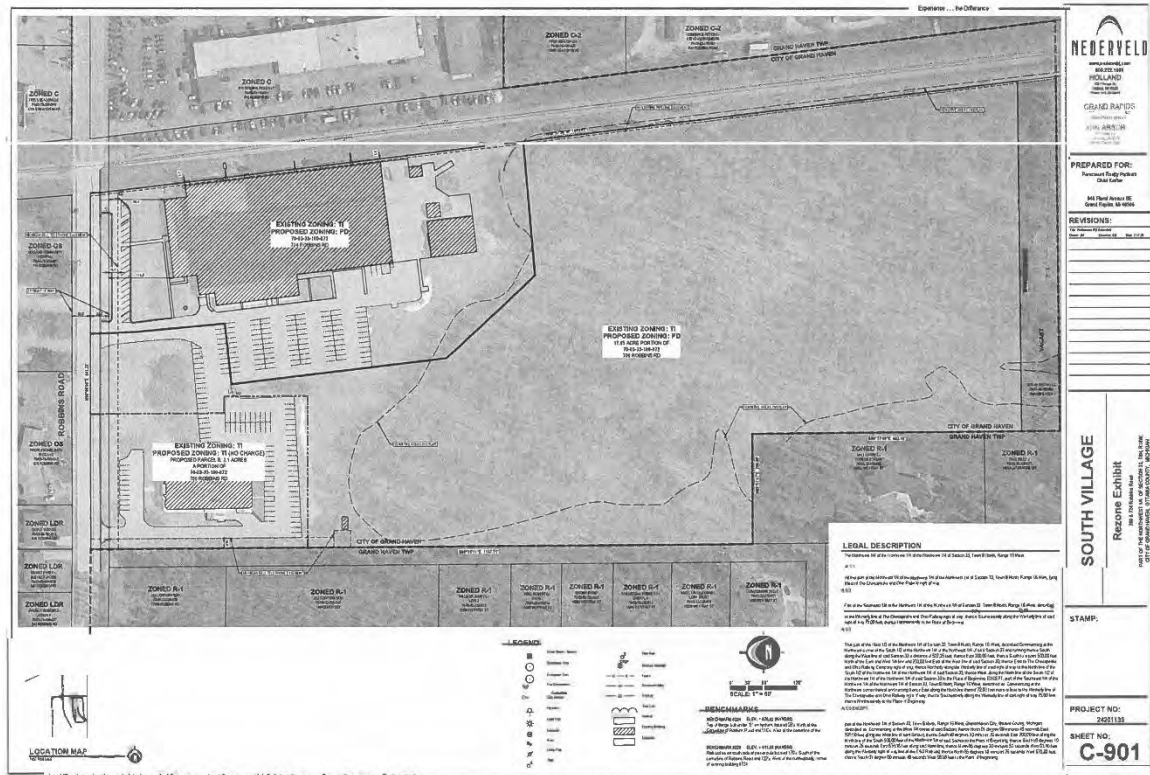


EXHIBIT B

PLANNED DEVELOPMENT APPLICATION

Planning Department, City of Grand Haven
519 Washington Avenue, Grand Haven, MI 49417
Phone: (616) 935-3276 Website: www.grandhaven.org

1. Project Information

Address/location of property: 700 & 724 Robbins Road
Name of Development: South Village
Parcel #: 70-03-33-100-072 & 70-03-33-100-073
Current Use: office/industrial
Area in Acres: 25.93 acres
Current Zoning District: Transitional Industrial
Proposed Use: residential
Zoning of adjacent properties: Commercial

2. Applicant

Name: Chad Koster
Company: IMD Capital
Address: 940 Floral Ave, SE
Grand Rapids, MI 49506
Phone #: 616-437-7202
Email: chad.koster@paramounttrp.com

3. Property Owner

Name: Dave Richardson
Company: JSI Corporation & Dake Corporation
Address: 700 & 724 Robbins Rd
Grand Haven, MI 49417
Phone #: 248-881-2432
Email: david.richardson@jsjcorp.com

4. Required Attachments

- Application (PDF + 5 copies)
- Preliminary Development Plan (PDF + 5 copies)
- Narrative (PDF + 5 copies)
- See Section 40-421.04.D of the City of Grand Haven Zoning Ordinance for additional details

5. Fees and Escrow Deposit:

Application Fee: \$750.00 (covers the Rezoning and Preliminary Development Plan review only)

A deposit of \$1,500 shall be collected for all Planning Commission and Zoning Board of Appeals cases where it is expected that costs above staff time and one public hearing publication will be incurred. These expenses include additional public hearing notifications, attorney fees, engineering or surveying fees, or other special studies. Should expenses total more than the deposit, the applicant will be billed by the City for the additional costs, or additional escrow payment shall be required to complete the Planning Commission or Zoning Board of Appeals process. Should expenses total less than the deposit received, excess amounts shall be returned to the applicant.

By signing below, permission is granted for city staff, including Planning Commissioners, to enter the subject property for purpose of gathering information to review this request. In addition, the applicant agrees to perform the described work in accordance with all applicable Sections of the City of Grand Haven Code of Ordinances. Signer will insure that all inspection requests are made a minimum of 24 hours prior to the requested time.

Signature of Applicant: [Signature] Date: 2/7/25

Print Name: Chad Koster

Signature of Owner: [Signature] Date: 2/11/25

Print Name: David Richardson

Case #: _____ Date Received: _____ Office Use Only Fee(s): _____



City of Grand Haven – PD Application
Updated December 2024

REQUEST FOR ZONING CHANGE APPLICATION
 Community Development Department, City of Grand Haven
 519 Washington Avenue, Grand Haven, MI 49417
 Phone: (616) 935-3276 Website: www.grandhaven.org

1. General Information (if the proposed amendment is a map amendment, aka rezoning)

Address/location of property: 700 & 724 Robbins Road
 Parcel #: 70-03-33-100-072 & 70-03-33-100-073 Master Plan designation: Mixed Use Redevelopment
 Current Use: office/industrial Proposed Use: PD - residential
 Existing Zoning: Transitional Industrial Area in Acres: 25.45 acres
 Proposed Zoning: Planned Development Area in Acres: 2.330 acres

2. Owner

Name: Dave Richardson JSJ Corporation & Dake Corporation
 Address: 700 & 724 Robbins Rd
Grand Haven, MI 49417
 Phone #: 248-881-2432
 Email: david.richardson@jsjcorp.com

3. Applicant

Name: Chad Koster IM D Capital
 Address: 940 Floral Ave, SE
Grand Rapids, MI 49506
 Phone #: 616 437-7202
 Email: chad.koster@paramounttrp.com

4. Required Attachments

- PDF + 5 copies of application
- Property deed (rezoning)
- Plat or sketch (rezoning)
- Justification for request (see sec. 40-121 on page 2)
- Power of attorney (if applicable)
- Existing and proposed section language from Zoning Ordinance (if the proposed amendment is a text amendment)

5. Fees and Escrow Deposit

Application Fee: \$400 N/A - Concurrent PD application

A deposit of \$1,500 shall be collected for all Planning Commission and Zoning Board of Appeals cases where it is expected that costs above staff time and one public hearing publication will be incurred. These expenses include additional public hearing notifications, attorney fees, engineering or surveying fees, or other special studies. Should expenses total more than the deposit, the applicant will be billed by the City for the additional costs, or additional escrow payment shall be required to complete the Planning Commission or Zoning Board of Appeals process. Should expenses total less than the deposit received, excess amounts shall be returned to the applicant.

Petition will not be accepted without ^{DocuSigned by:} signature of legal owner or official agent (attach power of attorney).

Signature of Proposed Owner: David J. Richardson Date: 2/27/2025

Print Name: David J. Richardson President & Chief Executive Officer

Signature of Applicant: [Signature] Date: 2/26/25

Print Name: CHAD KOSTER

Office Use Only		
Case #: <u>25-1A</u>	Date Received: <u>3-24-25</u>	Fee: <u>\$400.00</u>
Date of City Council Approval: _____		



IMD Capital

INVESTMENT | MANAGEMENT | DEVELOPMENT

We are excited to present our concept for the redevelopment of what's commonly known as "the Duke property" and what we now refer to as South Village. The property currently hosts an old manufacturing facility with several accessory buildings. These structures will all be razed and the ground cleaned up according to our eventual Brownfield Work Plan with the State.

South Village will bring much needed housing to the area in the form of apartments for rent as well as townhomes for purchase. We believe this development plan is the highest and best use for this parcel and will clean up the existing aesthetic of lifeless large structures.

Our overall vision is to create a vibrant community development with an emphasis on desirable quality of life characteristics. These include walkability, activities, amenities, quality living units and a strong sense of community.

Site Concept

The site's land plan is to establish new corridors for vehicle and pedestrian movement that fosters safety and comfort with sidewalks, landscaping and architecture that relate well together.

These primary pathways knit together an interesting combination of community activities, hospitality, physical activity, and community amenities. Large areas of abandoned buildings will give way to a well-choreographed neighborhood network of properly scaled buildings.

Our primary ingress/egress fronts Robbins Rd. with an inviting entrance. The buildings are set back from the road giving this community a "front yard". Our entryway leads to a landscaped roundabout that presents our community amenity area which includes:

- Fitness area and community lounge
- Dog Park
- Activity lawn/park
- Pickle ball courts
- Outdoor social space with open and covered terraces
- Outdoor pool and sundeck
- Seating areas with firepits
- Food truck staging area
- Robust network of sidewalks and paths

This has been a careful and thoughtful decision to bring new life and a vibrant new neighborhood to the township, as well as bring community amenities and establish another social node to the City of Grand Haven.

SOUTH VILLAGE

City of Grand Haven

Preliminary Development Plan



PROJECT NARRATIVE

OVERVIEW

IMD Capital in cooperation with T. Bosgraaf Homes, LLC is proposing a new residential community at the former Dake Corporation site on Robbins Road just west of US-31. **South Village** will offer a mix of rowhouses, townhomes, traditional condominiums, and multiple family dwelling units. The residences will be a mix of rental units and "for sale", owner-occupied housing. The site is carefully designed to achieve the goals and vision articulated in the Master Plan of the City of Grand Haven, offering a mix of residential types and providing a sensible transition from the neighboring single-family homes to the west and the commercial areas to the east. The project will be an environmental asset to the community, eliminating a lifeless industrial facility and preserving wetland resources.

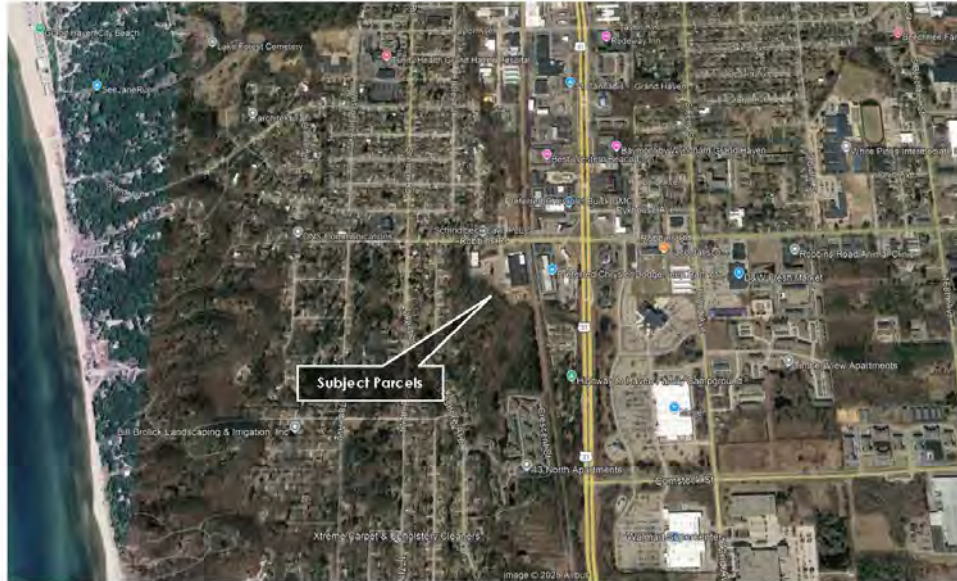
In conformance with Chapter 40 of the City of Grand Haven Zoning Ordinance, the applicant is requesting a rezone to the Planned Development (PD) district. This process will allow for site design, layout flexibility and innovation that cannot be achieved within conventionally structured zoning districts.

South Village is proposed to have many different types of housing including 8 rowhouse units, 108 "flats" units, 44 townhouse units in various configurations, and 29 attached single-family condominium units. With 189 units on 23.3 acres, the density is 8.1 units per acre. Proposed amenities include a fitness area and community lounge, dog park, activity lawn/park, pickle ball courts, outdoor social space with open and covered terraces, outdoor pool and sundeck, seating areas with firepits, food truck staging area, and a robust network of sidewalks and paths.

In summary, the proposed Planned Development provides a vibrant community with an emphasis on desirable quality of life characteristics including walkability, activities, amenities, quality living units, and a strong sense of community.

PARCEL INFORMATION

The subject properties are located at 700 and 724 Robbins Road.



The property currently hosts an old manufacturing facility with several accessory buildings. These structures will all be razed and the ground cleaned up according to a Brownfield Work Plan with the State.

While not proposed as part of the PD, the building on the northwest corner of the site will be split off as a land division and will remain as an office use.

The subject property includes two existing parcels as indicated below:

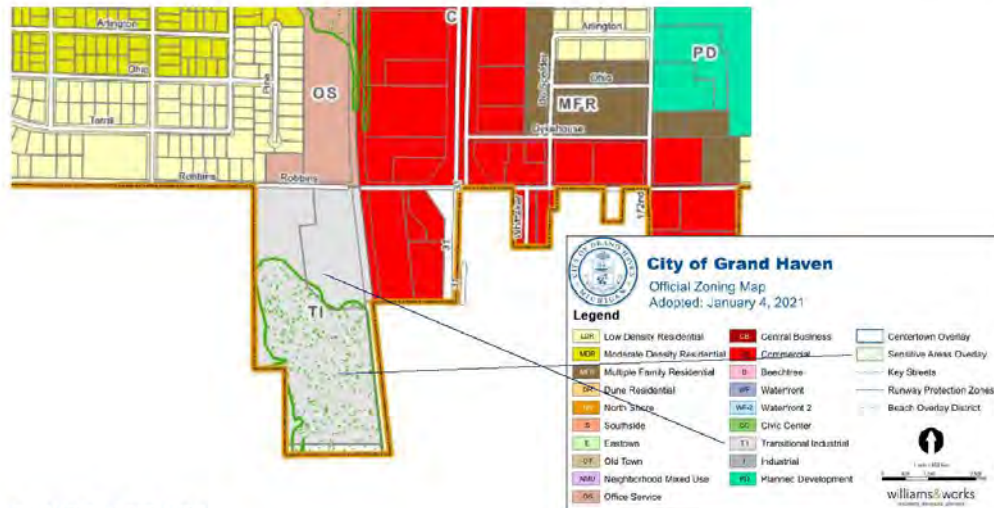
Address	Parcel number:	Size (acres)	Current Zoning:	Current Owner
700 Robbins Road	70-03-33-100-072	20.05 (GIS)	TI, Transitional Industrial	JSJ Corporation
724 Robbins Road	70-03-33-100-073	5.81 (GIS)	TI, Transitional Industrial	Dake Corporation
Total:		25.93 (survey)		



Please see site plan sheet C-201 for legal descriptions and other parcel details.

CURRENT ZONING

According to the City of Grand Haven Official Zoning Map adopted 1/4/2021, the subject parcels are currently zoned TI, Transitional Industrial. A portion of the southern area of the property falls within the Sensitive Areas Overlay district.



FUTURE LAND USE

The Future Land Use map included in the City of Grand Haven Master Plan Update adopted May 15, 2023 designates the subject parcels as Mixed Use Redevelopment. The property does not fall within any of the Sub Areas articulated in the Master Plan



MASTER PLAN

The South Village PD has been designed to further the goals included in the 2023 Master Plan update. While the *Mixed Use Redevelopment* portion of the Master Plan (Chapter 13) speaks mostly to unrelated subareas, South Village does advance the goals for Housing and Neighborhoods articulated in Chapter 12.

Goal One of this section envisions communities with “a broad range of housing types, including detached and attached units, appropriate for all segments of the population.”

Goal 1. Dwellings in Grand Haven will include a broad range of housing types, including detached and attached units, appropriate for all segments of the population

- a. Support a variety of housing types and densities and mixed use developments for all segments of the population that place users near daily services.

South Village proposes a variety of housing types and densities that places users near daily services.

Goal Two of this section seeks residential neighborhoods that are attractive, well maintained, safe, and inviting with convenient connections to recreation, employment, transportation, shops, services, and natural areas. South Village is ideally positioned geographically to accomplish these goals. While being close to the US-31 commercial corridor, it also is a short bike ride to the best recreation and natural areas Michigan has to offer. The nature of the housing proposed is an ideal transition from the commercial areas to the east to the residential areas to the west.

Goal 2. Residential neighborhoods will be attractive, well maintained, safe and inviting places with convenient connections to recreation facilities, employment, transportation, shops, services and natural areas.

Also included in Goal Two is the desire to activate brownfield sites for high quality mixed used redevelopment. This is precisely the type of redevelopment South Village proposes.

- e. Continue to proactively use brownfield incentives to spur high quality redevelopment in mixed use areas.

Generally, Goals One and Two identify the Planned Development model as the pathway to foster these types of mixed use developments.

REZONING EVALUATION FACTORS

The proposed South Village PD satisfies each of the "3 C" rezoning standards.

Consistency

As discussed above, South Village provides a mix of housing types and densities which is consistent with the Mixed Use Redevelopment designation assigned to the property in the Future Land Use map of the Master Plan.

Compatibility

The proposed site plan is compatible with the area and natural features of the site. A stormwater management basin is proposed for the southeast corner of the property, an area of natural drainage. The community was designed to reduce or eliminate impact to the wetlands on site. Care has been given to position housing types adjacent to neighboring properties in a compatible way. The highest densities, including the multiple family units, are proposed to the northeast, closer to the busier commercial areas. Attached single family units are proposed to the west, adjacent to the less dense areas to the west.

Capability

The subject site is capable of accommodating the uses proposed. Municipal water and sanitary sewer are available to the site. Storm sewer infrastructure and a detention basin is proposed to provide for water quality, channel protection and flood control. A network of sidewalks and pathways is proposed to increase connectivity and recreation opportunities. Streets lights will be included for community safety.

SUMMARY OF INTENT

The proposed PD meets the objectives of the Planned Development district described in Section 40-421.01

1. South Village proposes to use the land in accordance with its character and adaptability. The portions that are proposed to be redeveloped on the former industrial land will feature the higher densities, while the more natural areas to the south are proposed for lower density housing.
2. South Village promotes the conservation of natural features, fragile lands and the preservation of important and historic community resources. By providing housing stock in a brownfield area, more notable historic and greenfield areas can remain unaffected. The wetland areas to the south would be minimally impacted and the open spaces would be preserved as undisturbed condominium greenspace in perpetuity.
3. The proposed site plan features innovation in land use and design for the purpose of protecting the character of the community and enhancing the quality of life in the city. The arrangement of buildings with central amenities creates a harmonious, walkable community.
4. The South Village PD makes efficient use of land to facilitate a more economic arrangement of buildings, circulation systems, land uses and utilities. Lot lines and setbacks required under traditional zoning would make it difficult to provide a neighborhood that features efficient use of parking, sidewalks, and community amenities.
5. South Village will enhance the housing diversity and recreational opportunities for the people of the city. Multiple housing types at different price points will be available. The community will offer both passive and active recreational amenities to residents.
6. By proceeding with South Village as a Planned Development, it will ensure greater compatibility of design and use among the buildings in this area.

South Village also meets the PD qualifying conditions noted in Section 40-421.02 of the zoning ordinance.

Primarily, the community will provide a host of recognizable and substantial benefits to the ultimate residence of the project and to the wider community, benefits unlikely under traditional zoning constraints. Such benefits include:

1. Removal of old industrial buildings and adoption of an environmental due care plan for the area.
2. A mix of residential housing types and densities.
3. Provision of active recreational facilities including a pool, fire feature area, playground, and pickleball courts.
4. Minimal impact to wetland resources.
5. Preservation in perpetuity of natural features and green space. The open spaces will be governed by the master deed and bylaws of the condominium and will be designated as areas to be preserved.
6. A comprehensive plan for the properties that can be articulated, reviewed and approved in collaboration with the City.

South Village has also been designed to satisfy the development requirements listed in section 40-421.03 of the zoning ordinance.

A. The proposed PD is in accord with the general standards.

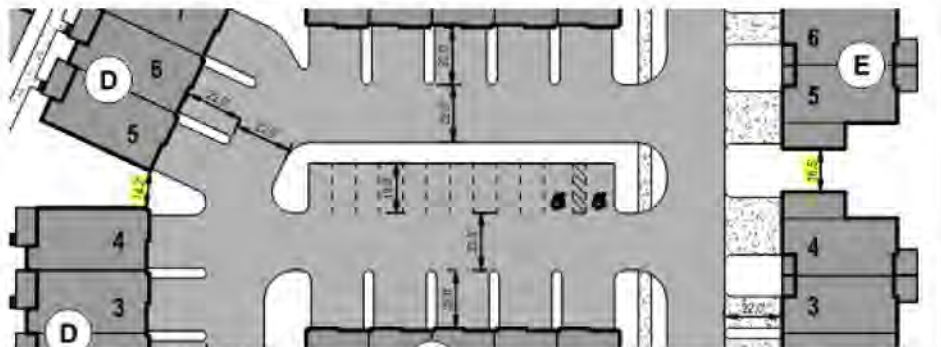
1. The project will be designed, constructed, and maintained to be an integrated and harmonious development, appropriate in appearance with the character of the general vicinity. As a Planned Development with one development group, the project will have strong continuity of construction and design.
2. South Village will be served adequately by essential public facilities and services, such as highways, streets, pedestrian ways, police and fire protection, drainage structures, refuse disposal, water and sewer, and telecommunications.
3. South Village will be compatible with the capacities of public services and facilities it may affect.
4. As articulated above, the project will be developed in accordance with the intent for a planned development
5. South Village will conform to the Sensitive Area Overlay requirements per section 40-422 for portions of the project that fall within that area. A Sensitive Area Overlay application will be submitted with the final PD plan application. No impact to regulated wetland will be undertaken without first obtaining a Part 303 permit from the State of Michigan department of Environment, Great Lakes, and Energy (EGLE).

B. All proposed uses and features of South Village will be compatible and harmonious within the development and with the surrounding community. As noted above, housing types are positioned to be most harmonious with the community context.

C. The proposed development conforms to all the guidance standards noted in Section 40-421.03(c) with one requested exemption.

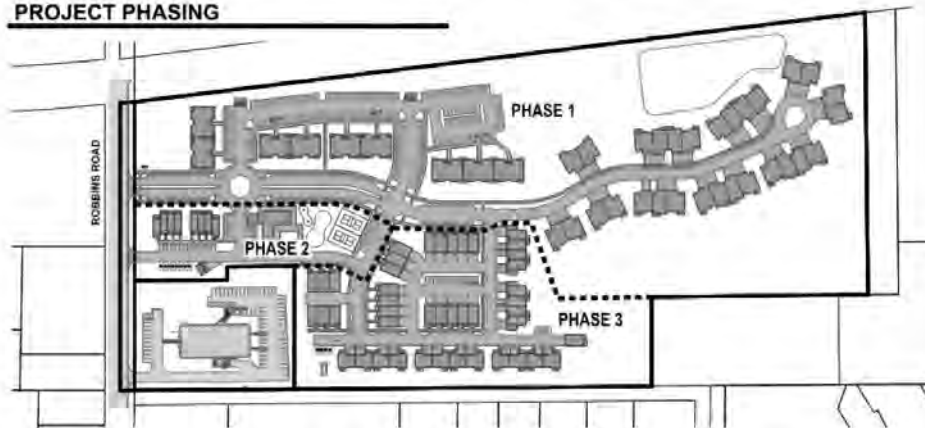
Ordinance	Current Requirement	Proposed Requirement	Requested Departure
Sec. 40-421.03(c) - Guidance Standards			
Building Separation	0 or not less than 20 ft.	0 or not less than 14 ft.	6 ft.

D. The proposed modification satisfies the intent of section 40-421.03(c) to allow flexibility. The departure is only necessary in two instances as illustrated below. This departure will allow the building configuration to create sense of neighborhood in the subject area.



E. A project phasing inset is provided on sheet C-205. Phase 1 and 2 may be constructed concurrently. The phases of the PD are planned so that if later phases are not implemented, the initial phase shall be consistent with the provisions of this article and will not detract from the feasibility of developing the remaining portion of the subject PD area in an appropriate and desirable manner.

PROJECT PHASING



F. The private roads proposed within the PD will conform to the minimum road construction standards established by the city. All necessary agreements pertaining to private road construction and maintenance shall be reviewed, approved by the city, and be executed and recorded prior to the commencement of construction.

UTILITY NOTES

The project will be served by municipal water. Watermain will be extended southward from the existing main in Robbins Road.

The project is proposed to be serviced by sanitary sewer in coordination with Grand Haven Township. The sanitary sewer main would be extended northward from a stub just north of the existing 43 North Apartment community.

Stormwater will be collected via a network of storm pipes and detained in compliance with the standards set by the City Engineer. A large detention basin is proposed on the southeast corner of the property, an area of natural drainage. A low flow outlet to the adjacent Vincent Extension Drain is proposed.

Electric, gas, and telecommunications are readily available to be extend into the project.

A complete utility plan shall be submitted with the Final Development Plan application.

SUMMARY

A rezone of the parcel from the TI to the PD district will help the City realize the goals and objectives of its Master Plan, providing needed housing stock and an excellent transition from commercial to lower density residential uses in the area. South Village provides an attractive, connected, high-quality housing opportunity for many types of home buyers and will bring a vibrant new neighborhood to the City of Grand Haven.



LEGEND

- 1 SITE ENTRANCE
- 2 NEIGHBORHOOD IDENTIFICATION SIGN
- 3 EXISTING BUILDING
- 4 RIGHT OF WAY
- 5 BUILDING SETBACK
- 6 PICKLEBALL COURTS
- 7 CLUBHOUSE
- 8 FUTURE PARKING
- 9 STORMWATER MANAGEMENT
- 10 TRASH & RECYCLING
- 11 COFFSET LANDSCAPE
- 12 BUILT-UP WOODLANDS TO BUILT-UP

NOTES

[illegible]

SOUTH VILLAGE

ILLUSTRATIVE SITE PLAN
Project Number: 2421195



Attachment E

CITY OF GRAND HAVEN

Community Development Department

519 Washington Ave
Grand Haven, MI 49417
Phone: (616) 935-3276



TO: Ashley Latsch, City Manager

CC: Dana Kolleywehr, Assistant City Manager

FROM: Brian Urquhart, City Planner

DATE: May 29, 2025

SUBJECT: 233 Washington Ave. Hotel - Planned Development

Kevin Einfeld of BDR on behalf of property owner 233 LLC, has submitted a request for a zoning change from CB, Central Business District to PD, Planned Development District and a Preliminary Development Plan for a 128-room hotel at 233 Washington Ave. (parcel #70-03-20-432-017). With respect to the majority of parcels in the CB District, the parcel is large, 1.41 acres, with frontage on Columbus Ave., 3rd St., and Washington Ave.

Intent

According to the zoning ordinance, the PD district is intended to allow for flexibility in site design and layout, and innovation that cannot be achieved within conventionally structured zoning districts. The planned development approach has been implemented previously for several developments in the City.

The intent of the five-story 128 room Residence Inn by Marriott is to provide high-quality extended-stay accommodations that support tourism, provide economic growth, and contribute the Downtown Vision Plan and serve as a gateway into downtown Grand Haven. The parcel is zoned is Central Business, which permits hotels by special land use. The applicant is seeking a Planned Development due to the departure from the CB building height limitation of 4-stories, for a 5-story hotel. In addition, the applicant is seeking approval to provide 89 on-site parking spaces against the requirement of 128 spaces. All other elements of the preliminary development plan largely comply with current CB zoning requirements for new construction, most notably architectural design, building transparency, and exterior cladding materials.

PD details

Type	CB zoning	PD zoning request
Building height	4-stories	5-stories
Parking	1 space per room, 128 on site spaces	89 on site spaces for 128 rooms

Process

A Planned Development requires approval of a preliminary development plan and rezoning of the property, which are subject to a recommendation by the Planning Commission and approval by the City Council. The applicant submitted a formal Planned Development and Rezoning application for the public hearings. Following approval of the preliminary development plan and rezoning, the applicant will provide a final development plan to the Planning Commission for approval.

**CITY COUNCIL
CITY OF GRAND HAVEN
Ottawa County, Michigan**

Council Member _____, supported by Council Member _____,
moved the adoption of the following Ordinance:

ORDINANCE NO. **2025-**____

AN ORDINANCE TO APPROVE THE REZONING FOR AND THE PRELIMINARY
DEVELOPMENT PLAN OF 233 WASHINGTON HOTEL.

THE CITY OF GRAND HAVEN ORDAINS:

Section 1. Rezoning. Parcel Number 70-03-20-432-017, consisting of approximately 1.41 acres, located at 233 Washington Avenue, is rezoned from CB Central Business to PD Planned Development, as shown on Exhibit A, Sheet C.1, Proposal for Grand Haven Hotel, Site Plan Review dated April 10, 2025. The rezoning of this parcel is based upon a consideration of the factors in Section 40-421.06 of the City of Grand Haven Zoning Ordinance, and the following findings concerning the construction of a 128 – unit hotel on the parcel.

- A. Granting the rezoning will result in a recognizable and substantial benefit to the users of the hotel and the community, which benefit would otherwise be unfeasible or unlikely. The rezoning will give the applicant and the City the necessary flexibility to accommodate the construction of the hotel.
- B. The type and density of the hotel land use will be compatible with the capacities of the public services and facilities affected, and shall not place a material burden upon the rezoned property, the surrounding property, property owners or occupants, or the natural environment.
- C. The hotel will be compatible with the City’s 2023 Master Plan and consistent with the intent and purpose of the Zoning Ordinance. Specifically, the hotel would be permitted in the Central Business District, so that no rezoning would even be necessary, except for the flexibility needed for the hotel to satisfy the architectural and site plan brand requirements imposed by the applicant.
- D. The hotel project will be under single ownership or control of a person or entity responsible to complete the project in conformity with this Ordinance.
- E. The hotel project will be completed as a single phase in compliance with the Zoning Ordinance.
- F. The hotel will satisfy the Downtown Development Authority Master Plan by providing residential-style lodging accommodations to meet growing visitor demand. The hotel will also support a walkable, vibrant, and economically reliant downtown.

Draft Date
05-27/25

- G. The hotel will promote goal 10 of the City’s Economic Development Plan. Goal 10 holds that hospitality and tourism is an important part of the local economy when structured to offer visitors year-round memorable and enjoyable experiences while also considering the interests of local residents and the economy’s other key sectors, as this hotel project will do.

Section 2. Preliminary Development Plan Approval. Pursuant to Section 40-421.07 of the Zoning Ordinance, the preliminary development plan for the hotel planned development is approved. The planned development as approved includes the following documents, which are incorporated by reference and attached as **Exhibit B** (later received documents shall control over earlier received documents):

- A. April 9, 2025 Planned Development Application;
- B. April 30, 2025 Request for Zoning Change Application with two-page review of the standards in Section 40-421.06 of the Zoning Ordinance;
- C. BDR Residence Inn by Marriot, Downtown Grand Haven Development Proposal (seven pages); and
- D. Residence Inn, Grand Haven, MI, including overall first floor plan, overall tower floor plans, elevations, views from above, southeast perspective, northwest perspective, and Washington Avenue perspective (seven pages).

Section 3. Findings. On the basis of the discussion had by the Planning Commission as reflected in the minutes of May 13, 2025, and on the basis of the discussion had by the City Council, the City Council finds that the preliminary development plan for the hotel planned development meets the purposes of Section 40-421.01; meets the qualifying conditions of Section 40-421.02; meets the developments requirements of subsection A, is a permitted use per subsection B, and meets the guidance standards of C, all in Section 40-421.03; meets the standards of Section 40-421.05; and meets the standards of Section 40-421.06.

Section 4. Conditions.

- 1. The hotel project will comply with all applicable federal, state, county, and City laws and ordinances.
- 2. A departure from the building height guidance standard is approved to allow for a five-story building, provided the roof pitch contains variances as depicted in the preliminary development plan.
- 3. The existing right-of-way dividing the parcel shall be vacated prior to the final development plan approval.
- 4. The “Sherwood Forest” portion of the preliminary development plan shall remain open and available for public use.
- 5. The tree lawn along Columbus Avenue will be re-established per specifications of the City’s Department of Public Works.
- 6. Landscaping around the perimeter of the hotel parcel should be provided wherever possible, as determined by the Planning Commission in reviewing the final development plan, to soften and screen the site.
- 7. The dumpster enclosure is limited to six feet in height and may be located on the property line, as approved by the Planning Commission in reviewing the final

- development plan.
8. Signage plan shall be submitted with the final development plan and is subject to the approval of the Planning Commission.
 9. Exterior cladding materials shall meet the standards of the Central Business District.
 10. The project will provide 89 on-site parking spaces. The remaining 39 parking spaces will be finalized through a recorded shared parking agreement or other on-site parking exemptions, subject to the approval of the Planning Commission, prior to final development plan approval.

Section 5. Effective Date. This Ordinance shall take effect 20 days after its adoption or upon such later date as required by Public Act 110 of 2005, as amended.

YEAS:

NAYS:

ABSTAIN:

ABSENT:

APPROVED: _____ 2025

I certify that this ordinance was adopted by the City Council of the City of Grand Haven at a meeting held on _____, 2025, and published in the Grand Haven Tribune, a newspaper of general circulation in the City.

Marie Boersma, City Clerk

Introduced: _____

Adopted: _____

Published: _____

Effective: _____

SEARS ARCHITECTS | Architecture & Planning

**PROPOSAL FOR
GRAND HAVEN HOTEL**
CONCEPT PRESENTATION TO CITY
233 WASHINGTON AVENUE
GRAND HAVEN, MICHIGAN

SEARS ARCHITECTS
14 Smith Avenue SW, Suite One, Grand Rapids, Michigan 49503
Phone: 616.336.8495 Fax: 616.336.8649 www.searsarchitects.com

DATE: 11/1/2011
BY: [Signature]
FOR: [Signature]
PROJECT: GRAND HAVEN HOTEL
LOCATION: 233 WASHINGTON AVENUE, GRAND HAVEN, MI
SCALE: 1" = 20'-0"

EXHIBIT B

PLANNED DEVELOPMENT APPLICATION

Planning Department, City of Grand Haven
519 Washington Avenue, Grand Haven, MI 49417
Phone: (616) 935-3276 Website: www.grandhaven.org

1. Project Information

Address/location of property: 233 Washington Avenue, Grand Haven, MI 49417

Name of Development: NA

Parcel #: 70-03-20-432-017

Current Use: Office

Area in Acres: 1.41 Acres

Current Zoning District: CB - Central Business

Proposed Use: Hotel

Zoning of adjacent properties: Various

2. Applicant

Name: NA

Company: BDR Inc.

Address: 50 Crahen Ave. NE, Ste 200, Grand Rapids, MI 49525

Phone #: 616-458-8505

Email: dcontant@bdrinc.com

3. Property Owner

Name: NA

Company: 233, LLC

Address: 50 Crahen Ave NE, Ste 200, Grand Rapids, MI 49525

Phone #: 616-458-8505

Email: dcontant@bdrinc.com

4. Required Attachments

- Application (PDF + 5 copies)
- Preliminary Development Plan (PDF + 5 copies)
- Narrative (PDF + 5 copies)
- See Section 40-421.04.D of the City of Grand Haven Zoning Ordinance for additional details

5. Fees and Escrow Deposit:

Application Fee: \$750.00 *(covers the Rezoning and Preliminary Development Plan review only)*

A deposit of \$1,500 shall be collected for all Planning Commission and Zoning Board of Appeals cases where it is expected that costs above staff time and one public hearing publication will be incurred. These expenses include additional public hearing notifications, attorney fees, engineering or surveying fees, or other special studies. Should expenses total more than the deposit, the applicant will be billed by the City for the additional costs, or additional escrow payment shall be required to complete the Planning Commission or Zoning Board of Appeals process. Should expenses total less than the deposit received, excess amounts shall be returned to the applicant.

By signing below, permission is granted for city staff, including Planning Commissioners, to enter the subject property for purpose of gathering information to review this request. In addition, the applicant agrees to perform the described work in accordance with all applicable Sections of the City of Grand Haven Code of Ordinances. Signer will insure that all inspection requests are made a minimum of 24 hours prior to the requested time.

Signature of Applicant: [Signature]

Date: 4/9/25

Print Name: Kevin Einfeld

Signature of Owner: [Signature]

Date: 4/9/25

Print Name: Kevin Einfeld

Case #: _____ Date Received: _____ Office Use Only Fee(s): _____



City of Grand Haven – PD Application
Updated July 2024

City of Grand Haven

Application: 233, LLC

BDR Inc & 6 PM Hospitality
Residence Inn by Marriott
233 Washington Avenue
Grand Haven, MI 49417

• **Sec. 40-421.06. - Standards for zoning approval.**

[Share Link to section](#)[Print section](#)[Download \(Docx\) of sections](#)[Email section](#)

Following the public hearing, the planning commission shall recommend to the city council either approval, denial, or approval with conditions of the PD rezoning request and preliminary development plan. In making its recommendation, the planning commission shall find that the proposed PD meets the intent of the PD district and the following standards:

- A. Granting of the planned development rezoning will result in a recognizable and substantial benefit to the ultimate users of the project and to the community where such benefit would otherwise be unfeasible or unlikely.

Response: The rezone to PD would provide the applicant and City of Grand Haven with necessary flexibility to address appropriate variances necessary to accommodate brand requirements (architectural and site plan) and for the anticipated public benefit components of the project.

- B. The proposed type and density of use shall be compatible with the capacities of the public services and facilities it may affect, and shall not place a material burden upon the subject or surrounding land or property owners and occupants or the natural environment.

Response: The proposed type and density of applicant's project shall not place a material burden upon the subject or surrounding land or property owners or occupants or the natural environment.

- C. The proposed development shall be compatible with the master plan of the city and shall be consistent with the intent and spirit of this article.

Response: The proposed use is consistent with the City of Grand Haven master plan and will complement the Central Business District (CBD).

- D. The proposed development shall be under single ownership or control such that there is a single person or entity having responsibility for completing the project in conformity with this ordinance. This provision shall not prohibit a transfer of ownership or control upon due notice to the zoning administrator.

Response: The proposed project will be developed under a single entity (ownership) to ensure the completion of the project consistent with local ordinance and building codes.

- E. E. The proposed phasing plan is feasible and each of the proposed phases shall be capable of standing on its own and in conjunction with previously constructed phases in terms of the provision of all required services, facilities, open space and amenities to insure the protection of natural resources and the health, safety and welfare of the users of the PD and surrounding residents.

Response: The proposed project will be completed as a single phase.

(Ord. No. 2021-02, § 1(Exh. A), 1-4-21)

REQUEST FOR ZONING CHANGE APPLICATION
Community Development Department, City of Grand Haven
519 Washington Avenue, Grand Haven, MI 49417
Phone: (616) 935-3276 Website: www.grandhaven.org

1. General Information (if the proposed amendment is a map amendment, aka rezoning)

Address/location of property: 233 Washington Ave, Grand Haven, MI 49417
Parcel #: 70-03-26-432-017 Master Plan designation: _____
Current Use: Commercial - Improved Proposed Use: P.U.D. - Hotel
Existing Zoning: Commercial - Improved Area in Acres: 1.4112 Acres
Proposed Zoning: P.U.D. Area in Acres: 1.4112 Acres

2. Owner

Name: 233, LLC
Address: 50 Crahen Ave, NE, Suite 200
Grand Rapids, MI 49525
Phone #: 616-458-8505
Email: dcontant@bdrinc.com

3. Applicant

Name: BDR INC.
Address: 50 Crahen Ave, NE, Suite 200
Grand Rapids, MI 49525
Phone #: 616-458-8505
Email: dcontant@bdrinc.com

4. Required Attachments

- PDF + 5 copies of application
- Property deed (rezoning)
- Plat or sketch (rezoning)
- Justification for request (see sec. 40-121 on page 2)
- Power of attorney (if applicable)
- Existing and proposed section language from Zoning Ordinance (if the proposed amendment is a text amendment)

5. Fees and Escrow Deposit

Application Fee: \$400

A deposit of \$1,500 shall be collected for all Planning Commission and Zoning Board of Appeals cases where it is expected that costs above staff time and one public hearing publication will be incurred. These expenses include additional public hearing notifications, attorney fees, engineering or surveying fees, or other special studies. Should expenses total more than the deposit, the applicant will be billed by the City for the additional costs, or additional escrow payment shall be required to complete the Planning Commission or Zoning Board of Appeals process. Should expenses total less than the deposit received, excess amounts shall be returned to the applicant.

Petition will not be accepted without signature of legal owner or official agent (attach power of attorney).

Signature of Proposed Owner: [Signature] Date: 4/30/2025

Print Name: Kevin Einfeld

Signature of Applicant: [Signature] Date: 4/30/2025

Print Name: Kevin Einfeld

<i>Office Use Only</i>		
Case #:	Date Received:	Fee:
Date of City Council Approval: _____		



Residence Inn by Marriott

Downtown Grand Haven Development Proposal

Project Location:

233 Washington Avenue
Grand Haven, Michigan

Project Summary:

A proposed five-story, 126-room Residence Inn by Marriott located at the gateway to downtown Grand Haven. This development will provide high-quality extended-stay accommodations that support tourism, promote economic growth, and align with the City of Grand Haven's Downtown Vision Plan.

Key Features:

- 128 Residential-Style Guest Suites
 - 1:1 Parking Ratio (Fully Compliant)
 - 30 Full-Time Jobs Created
 - Historic-Inspired Architectural Design
 - Minimal Exterior Signage
 - "Sherwood Forest" Public Green Space
 - Main Entrance off Columbus Avenue
-



Summary of project

Residence Inn by Marriott – 233 Washington Avenue, Grand Haven, MI

Together, 6pm Hospitality Partners in partnership with BDR Inc. is submitting a 128-room Residence Inn by Marriott proposed for 233 Washington Avenue—an exciting development that supports Grand Haven’s Downtown Vision Plan and meets the city’s growing demand for high-quality, extended-stay accommodations.

Located at a key entry point to downtown, this five-story hotel will offer spacious, residential-style suites designed for longer stays, providing guests with the ideal home base to explore the vibrant local shops, restaurants, and attractions that define Grand Haven.

The development will:

- Add **128 extended-stay hotel rooms** tailored to both business and leisure travelers.
- **Create 30 full-time jobs**, boosting the local economy.
- **Maintain a 1:1 parking ratio**, complying fully with both Marriott and City of Grand Haven standards.
- **Feature a historically inspired façade**, minimal signage, and thoughtful architectural details that blend seamlessly into the downtown landscape.
- Include the “**Sherwood Forest**”, a unique shared public space for guests and the community to enjoy.
- Be **strategically accessed from Columbus Avenue** to help manage traffic flow and encourage pedestrian activity throughout downtown.

While the hotel’s height modestly exceeds current zoning limits, it is consistent with nearby buildings and has been carefully designed to preserve views and the district’s open, welcoming feel. The additional 5th floor is required in order to have sufficient guest rooms such that the ProForma is viable. With out the 5th floor rooms, the business case simply does not work.

This project represents a meaningful investment in Grand Haven’s future, reinforcing the city’s position as a premier destination while supporting local businesses and enhancing the character of its historic downtown.

Project narrative

Overview - We are thrilled to present a visionary new development that not only supports the continued growth of Grand Haven's downtown but also enriches the vibrant community that makes this area so special.

At the heart of the city's thriving core lies a unique opportunity—one that creates a dynamic space for visitors to fully immerse themselves in all that Grand Haven has to offer. The proposed 128-room Residence Inn by Marriott will be a transformative addition to 233 Washington Avenue, offering extended-stay accommodations that cater to both business and leisure travelers. This project aligns seamlessly with the city's Downtown Vision Plan, which highlights the need for contemporary hotel accommodations that support the area's continued growth.

Parcel information - Located at 233 Washington Avenue, the site occupies a key entrance into downtown Grand Haven. This strategic location is central to our mission to support the district's vitality, offering guests convenient access to the restaurants, shops, and attractions that define our community. Positioned on the edge of the downtown core, the hotel will serve as a welcoming gateway, drawing more visitors into the heart of the city and encouraging broader engagement with local businesses.



Bing Maps Image



Taxlot highlighted in blue

Current zoning – This site is currently in the CB District.

Grand Haven Zoning Map



DDA master plan - This development directly advances key objectives in the Downtown Vision Plan by delivering modern, residential-style hotel accommodations to meet increasing visitor demand. It supports a walkable, vibrant, and economically resilient downtown by attracting and retaining visitors who will shop, dine, and engage with the Grand Haven community.

Rezoning - Although the building exceeds current zoning height restrictions, its height is comparable to neighboring structures—such as the building located to the north across Columbus Avenue, that has already been approved for a PD. The hotel’s vertical design maximizes efficiency while maintaining compatibility with the downtown’s character. In order to get the required number of rooms for this project, the 5th story is required. The currently allowed height is 4 stories or 53 feet or less as outlined in ordinance 40-413.02.D We are requesting a variance to allow for the additional height of 5 stories.

Summary of intent

Design & Community Integration

The design of the hotel pays homage to the architectural character of downtown. A brick-style façade and historical design elements will ensure the building harmonizes with its surroundings. Exterior signage will be kept minimal to reduce light pollution and protect the visual integrity of the neighborhood. A standout element of the design is the inclusion of the “Sherwood Forest”—a thoughtfully landscaped public space available to hotel guests and local residents. This shared amenity will enhance community connection and provide a relaxing, green environment for all to enjoy.

Parking & Traffic Flow

The development will meet the required 1:1 parking ratio, providing one dedicated parking space per hotel room in full compliance with both the City of Grand Haven and Marriott brand standards. Parking will be integrated into the site layout efficiently, ensuring smooth traffic flow while preserving the walkability and accessibility of the surrounding area. The main entrance will be located off Columbus Avenue, a strategic choice designed to help distribute vehicle traffic and encourage exploration of nearby shops, restaurants, and attractions.

Economic & Community Impact

Upon completion, the Residence Inn will generate 30 new full-time jobs, supporting the local workforce and creating economic opportunities. During the construction phase, local businesses—particularly restaurants and service providers—will benefit from increased patronage. In the long term, the hotel will drive tourism and downtown spending by offering visitors high-quality, longer-stay accommodations that encourage deeper engagement with everything Grand Haven has to offer.

Site Management

The construction process will be managed within a self-contained environment. During the construction of the new building dust will be controlled with water as necessary and debris will be contained on-site to minimize disruption to surrounding businesses. The existing parking lot will remain largely intact throughout most of the project, as much as possible, to help reduce dust and limit impact on surrounding businesses. Construction laydown and staging will largely be contained on site, however a nearby vacant lot managed by BDR is available and may be utilized if necessary. However, this lot is not intended for primary use and will only be used on an as-needed basis.

Utility Information

The hotel will be serviced by municipal water, sewer and storm water in accordance with the City of Grand Haven requirements. All other utilities including gas, electric and telecom are all readily available to the site. The utility plan will be provided with the final development plan.

Economic Impact

Adding a 128-room Residence Inn by Marriott in downtown Grand Haven, MI, can significantly boost the local economy through direct and indirect spending by guests. While specific data for Grand Haven isn't readily available, we can make informed estimates using industry averages and state-level data.

Ancillary Spending by Guests

Guests typically spend additional money on dining, shopping, entertainment, and local transportation in addition to their room expense. According to data from the American Hotel & Lodging Association (AHLA), hotel guest spending in Michigan's economy amounts to \$18.2 billion across 128,649 guestrooms, averaging approximately \$141,500 per room annually. For a 128-room hotel, this translates to:

Total Annual Ancillary Spending | 128 rooms × \$141,500 ≈ \$18,112,000

This substantial figure underscores the potential benefits of the new hotel to Grand Haven's economy, including increased employment opportunities and enhanced support for local businesses.

Additional Considerations

Job Creation: The hotel will create jobs in hospitality, maintenance, and management, contributing to local employment.

Tax Revenue: Increased spending will generate additional tax revenue for local and state governments, supporting public services and infrastructure.

Tourism Growth: Enhanced accommodation options can attract more visitors, further stimulating the local economy.

While these estimates provide a general overview, conducting a detailed feasibility study considering Grand Haven's specific market conditions would offer more precise insights.



6PM
HOSPITALITY
PARTNERS, LLC

Grand Haven Hotel
April 10, 2025

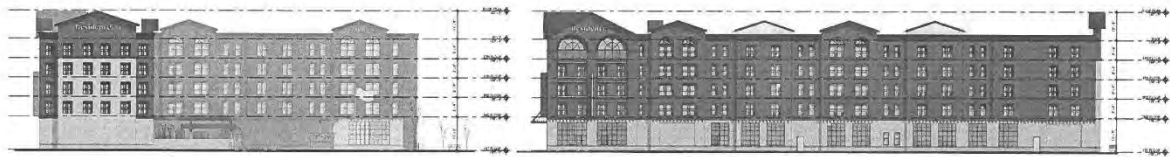
BDR
Build • Design • Restore



ROOM MATRIX

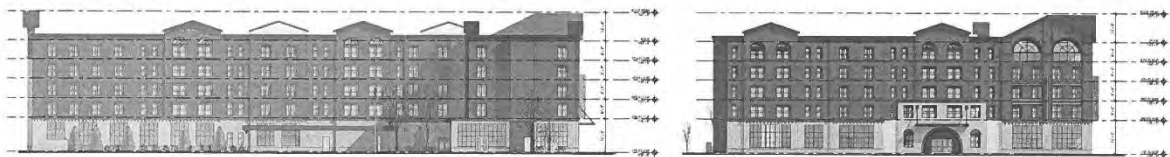
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1 NORTH ELEVATION

2 EAST ELEVATION



3 WEST ELEVATION

4 SOUTH ELEVATION

ELEVATIONS
RESIDENCE INN - GRAND HAVEN, MI
111 Washington Street, Grand Haven, MI
 11/14/2017

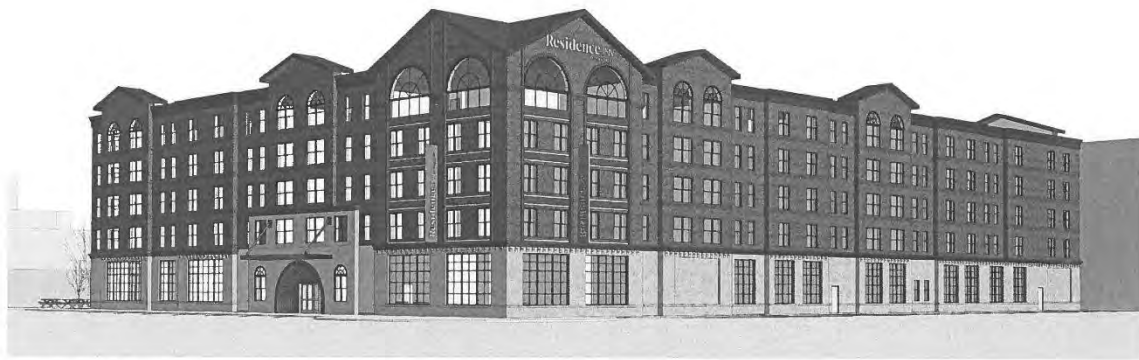




① PERSPECTIVE LOOKING SOUTHEAST

SOUTHEAST PERSPECTIVE
 RESIDENCE INN - GRAND HAVEN, MI
© 2018 Wrightson Group, Grand Haven, MI
 CONCEPT PHASE

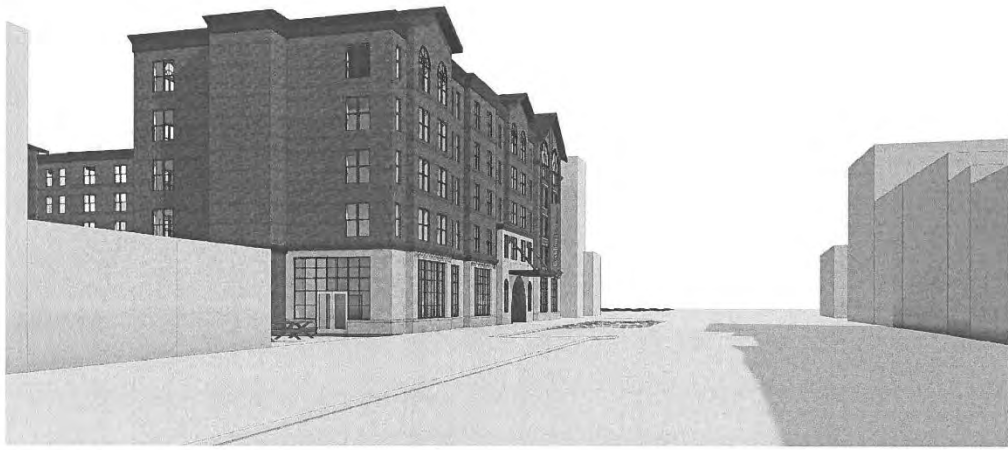




① PERSPECTIVE LOOKING NORTHWEST

NORTHWEST PERSPECTIVE
 RESIDENCE INN - GRAND HAVEN, MI
© 2011 The McGraw-Hill Companies, Inc.
 CONCEPT PHASE





① PERSPECTIVE VIEW LOOKING EAST ON WASHINGTON AVENUE

WASHINGTON AVENUE PERSPECTIVE
RESIDENCE INN - GRAND HAVEN, MI
1217 Washington Street, Grand Haven, MI
 CONCEPT PACKAGE



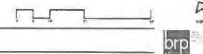


5 VIEW LOOKING NORTHWEST



6 VIEW LOOKING SOUTHEAST

VIEWS FROM ABOVE
RESIDENCE INN - GRAND HAVEN, MI
© 2011 Strategic Design Group, LLC
 CONCEPT PHASE



Public Hearing & Planning Commission Recommendation

The Planning Commission held a public hearing on May 13, 2025. The public comments collected were largely in favor of the hotel. Other comments expressed concern on the impact of increased traffic, parking limitations, and building height. The Planning Commission voted 7-0 to recommend approval of the PD rezoning and preliminary development plan, subject to the following conditions:

- 1. A departure from the building height guidance standard is approved to allow for a 5-story tall building, provided the roof pitch contains variations as depicted in the preliminary development plan.*
- 2. The existing right-of-way dividing the parcel shall be vacated prior to the final development plan approval.*
- 3. The "Sherwood Forest" portion of the preliminary development shall remain open and available for public use.*
- 4. The tree lawn along Columbus Ave. will be re-established per Public Works specifications.*
- 5. Landscaping around the perimeter of the property should be provided wherever possible to soften and screen the site.*
- 6. The dumpster enclosure is limited to 6 feet in height and may be located on the property line.*
- 7. Signage plan shall be submitted with final development plan.*
- 8. Exterior cladding materials shall meet the standards of the Central Business District.*
- 9. The project will provide 89 on-site parking spaces. The remaining 39 parking spaces will be finalized through recorded shared parking agreement or other on-site parking exemptions prior to final development plan approval.*

And the following findings of fact entered into the record:

- 1. The preliminary development plan conforms to the future land use plan and zoning plan in the adopted 2023 Master Plan.*
- 2. The 128-unit hotel satisfies the DDA Master Plan, by providing a residential-style lodging accommodations to meet increased visitor demand. Also supporting a walkable, vibrant, and economically reliant downtown.*
- 3. The preliminary development plan conforms to goal 10 of the adopted Economic Development Plan, in which hospitality and tourism is an important part of the local economy, structured to offer visitors year-round memorable and enjoyable experiences, while balancing the interests of local residents and the other key sectors of the economy.*

Correspondence

As of the date of this memo, the City has received one written correspondence for the June 2 public hearing, which is included in the packet.

Attachments:

- A. Staff report to Planning Commission May 13, 2025
- B. May 13, 2025 Planning Commission draft meeting minutes
- C. Preliminary development plan and supporting materials
- D. Ordinance No. 2025-##
- E. Correspondence

DATE: May 9, 2025
TO: City of Grand Haven Planning Commission
FROM: Brian Urquhart, City Planner
RE: Case 25-16: Planned Development 233 Washington Ave. Preliminary PD

Existing Zoning: CB, Central Business District
Proposed Zoning: PD, Planned Development
Existing Use: Multi-tenant commercial facility
Proposed Use: 5-story hotel

1.0 Proposal

Kevin Einfeld of BDR on behalf of property owner 233 LLC, has submitted a request for a zoning change from CB, Central Business District to PD, Planned Development District and a Preliminary Development Plan for a 128-room hotel at 233 Washington Ave. (parcel #70-03-20-432-017). With respect to the majority of parcels in the CBD, the parcel is large, 1.41 acres, with frontage on Columbus Ave., 3rd St., and Washington Ave.

2.0 Process

A Planned Development requires approval of a preliminary development plan and rezoning of the property, which are subject to a recommendation by the Planning Commission and approval by the City Council. The applicant submitted a formal Planned Development and Rezoning application for the public hearing. Following approval of the preliminary development plan and rezoning, the applicant will provide a final development plan to the Planning Commission for approval. That plan will include the level of detail expected from a traditional site plan review per Sec. 40-115.04.

During the April 22nd work session, the Planning Commission expressed approval for the proposed preliminary development plan and rezoning to a Planned Development. Some concerns were raised about building height. However, proper design could minimize broad application of the building height limitations.

3.0 Planned Development Review

General Standards

The intent of Grand Haven Hotel PD is to provide additional lodging in the city located on an existing commercial site. 233 Washington is situated on the edge of the downtown, serving as the eastern entrance to downtown. The Central Business District does permit hotels by special land use, but the proposal for 128-room professionally managed hotel offers guests the luxury of being positioned near downtown Grand Haven's bountiful amenities.

Guidance Standards

The setbacks proposed align with the requirements in the PD guidance, aligning with the downtown design in existence.

Phasing

It's anticipated the project will occur in one phase.

PD Design Considerations and Performance Standards

Building Massing: Guidance standards do not place a limit on lot coverage. The preliminary plan calls for approximately 25% lot coverage. The development is largely compatible with surrounding community.

Building Height: Sec. 40-421.03.C provides guidance on building height for commercial uses, 4 stories or 52 ft., the same as the CBD District. The preliminary development plan calls for a 5-story hotel with 1 main lobby, and 4 room levels. The height of the building triggered the option to pursue a Planned Development rezoning. Sec. 40-421.03 does permit building height in a Planned Development to a maximum of 96 ft. The applicant is proposing 1-story greater than the guidance standards and states the building layout and massing is vital for an effective business model.

Fumes & Odors: It is not anticipated any fumes or odors will result from the development. All accessory uses will take place inside the hotel.

Dust & Litter: The preliminary development plan calls for dumpster enclosures located in the northwest corner. The project narrative states the existing parking lot will remain largely intact, reducing any dust that may occur during the construction phase.

Architectural Character: The architectural features of the conceptual rendering depict a traditional historic-inspired brick exterior on the upper stories, and masonry block on the main level, aligning with the exterior cladding materials required in the CBD District. The conceptual rendering also includes building articulation every 20 ft. along the front walls. The main level appears to approach the required building transparency of 75%, and the upper stories also appear to satisfy the 40% transparency requirement. The roof will contain a different level of pitches and design, breaking up the building from street view, into an appropriate downtown scale. The conceptual rendering depicts upper stories that are slightly set back, establishing a breakup of the front walls. More details will come available for the final development plan which includes elevation drawings, façade details, and transparency calculations.

Artificial Lighting: Building lighting and parking lot lighting have not been detailed. All lighting shall meet Sec 40-317.

Traffic & Access: The preliminary development plan depicts 3 access drives off Columbus Ave. Internal parking will provide a drop off and pick up area. The parking lot will connect with the existing public alley behind the buildings in the 200 block of Washington Ave.

Stormwater Runoff: Stormwater will not be impacted as the site is currently built out. The applicant may consider the possibility of green roofs.

Noise: The hotel will generally produce the same amount of noise as any other commercial building. The hotel pool will be indoors, and there are outdoor cooking and gathering areas, similar to any other hotel use.

Visual Screening: The site is entirely built out and screening can be difficult to apply practically. It is recommended the parking areas and spaces near the rear entrance receive visual screening in the form of landscaping.

Outdoor Storage: No outdoor storage is proposed.

Signage: The preliminary plan calls for minimal exterior signage. The applicant has indicated an illuminated wall sign, and projecting sign will be installed along Washington Ave. A full signage plan should be prepared for the final development plan.

Parking: The preliminary development plan calls for 128 parking spaces. Sec. 40-604 requires 1 parking space per hotel room. There will be 89 off street parking spaces located behind the building. The plans also include 39 on street spaces off 3rd St. and Washington Ave., near the front entrance. The ordinance does allow for a reduction of off-street spaces by permitted up to 50% of spaces to be on street. The current plan calls for approximately 29.6% of parking as off site. The applicant denotes the expected guest occupancy will exceed the 89 onsite parking spaces for only a 3-month period during the summer months. A Planned Development provided opportunity for a departure from parking requirements. Staff encourages a full detailed parking plan to accommodate full occupancy prior to final development plan approval.

Land Use: The future land use map in the adopted Master Plan identifies this property as central business district. A hotel aligns with the compatible uses of the CBD. The plan will also incorporate “Sherwood Forest” into the design. The space is intended to act as a quasi-public facility, maintaining a level of walkability and integration into existing downtown design. A maintenance agreement for the space may be implemented.

4.0 Correspondence

At the time of this memo, staff has received two emails in regarding the PD. The emails express a concern in the review process.

5.0 Sample Motion

Motion to recommend APPROVAL of Case 25-16, a zoning change request from CB, Central Business District to PD, Planned Development District and a preliminary development plan for a 5-story hotel located at 233 Washington Ave. (parcel #70-03-20-432-017), based on the information submitted for review and subject to the following conditions:

1. A departure from the building height guidance standard is approved to allow for 5-story tall building, provided the roof pitch contains variances as depicted in the preliminary development plan.
2. The existing right-of-way dividing the parcel shall be vacated prior to final development plan approval.
3. The “Sherwood Forest” portion of the preliminary development shall remain open and available for public use.
4. The tree lawn along Columbus Ave. will be re-established per Public Works specifications.
5. Landscaping around the perimeter of the property should be provided wherever possible to soften and screen the site.
6. The dumpster enclosure is limited to 6 feet in height and may be located on the property line.
7. Signage plan shall be submitted with Final Development Plan.
Exterior cladding materials shall meet the standards of the Central Business District.
8. The project will provide on-site 89 parking spaces. The remaining 39 parking spaces will be finalized through recorded shared parking agreement, or other on-site parking exemptions prior to final development plan approval.

And the following findings of fact:

1. The Preliminary Development Plan conforms to the future land use plan and zoning plan in the adopted 2023 Master Plan.

2. The 128-unit hotel satisfies the DDA Master Plan, by providing a residential-style lodging accommodations to meet increased visitor demand. Also supporting a walkable, vibrant, and economically reliant downtown.
3. The preliminary development plan conforms to goal 10 of the adopted Economic Development Plan in which hospitality and tourism is an important part of the local economy, structured to offer visitors year-round memorable and enjoyable experiences, while balancing the interests of local residents and the other key sectors of the economy.
4. *Insert additional Planning Commission findings of fact(s):*

Attachments:

- A. Planned Development application
- B. Rezoning application
- C. Project narrative and supplemental information
- D. Preliminary development plan
- E. Correspondence

PLANNED DEVELOPMENT APPLICATION

Planning Department, City of Grand Haven
519 Washington Avenue, Grand Haven, MI 49417
Phone: (616) 935-3276 Website: www.grandhaven.org



1. Project Information

Address/location of property: 233 Washington Avenue, Grand Haven, MI 49417

Name of Development: NA

Parcel #: 70-03-20-432-017

Current Use: Office

Area in Acres: 1.41 Acres

Current Zoning District: CB - Central Business

Proposed Use: Hotel

Zoning of adjacent properties: Various

2. Applicant

Name: NA

Company: BDR Inc.

Address: 50 Crahen Ave. NE, Ste 200, Grand Rapids, MI 49525

Phone #: 616-458-8505

Email: dcontant@bdrinc.com

3. Property Owner

Name: NA

Company: 233, LLC

Address: 50 Crahen Ave NE, Ste 200, Grand Rapids, MI 49525

Phone #: 616-458-8505

Email: dcontant@bdrinc.com

4. Required Attachments

- Application (PDF + 5 copies)
- Preliminary Development Plan (PDF + 5 copies)
- Narrative (PDF + 5 copies)
- See Section 40-421.04.D of the City of Grand Haven Zoning Ordinance for additional details

5. Fees and Escrow Deposit:

Application Fee: \$750.00 *(covers the Rezoning and Preliminary Development Plan review only)*

A deposit of \$1,500 shall be collected for all Planning Commission and Zoning Board of Appeals cases where it is expected that costs above staff time and one public hearing publication will be incurred. These expenses include additional public hearing notifications, attorney fees, engineering or surveying fees, or other special studies. Should expenses total more than the deposit, the applicant will be billed by the City for the additional costs, or additional escrow payment shall be required to complete the Planning Commission or Zoning Board of Appeals process. Should expenses total less than the deposit received, excess amounts shall be returned to the applicant.

By signing below, permission is granted for city staff, including Planning Commissioners, to enter the subject property for purpose of gathering information to review this request. In addition, the applicant agrees to perform the described work in accordance with all applicable Sections of the City of Grand Haven Code of Ordinances. Signer will insure that all inspection requests are made a minimum of 24 hours prior to the requested time.

Signature of Applicant: [Signature]

Date: 4/9/25

Print Name: Kevin Einfeld

Signature of Owner: [Signature]

Date: 4/9/25

Print Name: Kevin Einfeld

Office Use Only
Case #: _____ Date Received: _____ Fee(s): _____



City of Grand Haven – PD Application
Updated July 2024

REQUEST FOR ZONING CHANGE APPLICATION
Community Development Department, City of Grand Haven
519 Washington Avenue, Grand Haven, MI 49417
Phone: (616) 935-3276 Website: www.grandhaven.org

1. General Information (if the proposed amendment is a map amendment, aka rezoning)

Address/location of property: 233 Washington Ave, Grand Haven, MI 49417

Parcel #: 70-03-20-432-017

Current Use: Commercial - Improved

Existing Zoning: Commercial - Improved

Proposed Zoning: PUD

Master Plan designation:

Proposed Use: P.U.D. - Hotel

Area in Acres: 1.4112 Acres

Area in Acres: 1.4112 Acres

2. Owner

Name: 233, LLC

Address: 50 Crahen Ave, NE, Suite 200
Grand Rapids, MI 49525

Phone #: 616-458-8505

Email: dcontant@bdrinc.com

3. Applicant

Name: BDR Inc.

Address: 50 Crahen Ave, NE, Suite 200
Grand Rapids, MI 49525

Phone #: 616-458-8505

Email: dcontant@bdrinc.com

4. Required Attachments

- PDF + 5 copies of application
- Property deed (rezoning)
- Plat or sketch (rezoning)

- Justification for request (see sec. 40-121 on page 2)
- Power of attorney (if applicable)
- Existing and proposed section language from Zoning Ordinance (if the proposed amendment is a text amendment)

5. Fees and Escrow Deposit

Application Fee: \$400

A deposit of \$1,500 shall be collected for all Planning Commission and Zoning Board of Appeals cases where it is expected that costs above staff time and one public hearing publication will be incurred. These expenses include additional public hearing notifications, attorney fees, engineering or surveying fees, or other special studies. Should expenses total more than the deposit, the applicant will be billed by the City for the additional costs, or additional escrow payment shall be required to complete the Planning Commission or Zoning Board of Appeals process. Should expenses total less than the deposit received, excess amounts shall be returned to the applicant.

Petition will not be accepted without signature of legal owner or official agent (attach power of attorney).

Signature of Proposed Owner: [Signature] Date: 4/30/2025

Print Name: Kevin Einfeld

Signature of Applicant: [Signature] Date: 4/30/2025

Print Name: Kevin Einfeld

Office Use Only

Case #: _____ Date Received: _____ Fee: _____

Date of City Council Approval: _____



REQUEST FOR ZONING CHANGE APPLICATION
Community Development Department, City of Grand Haven
519 Washington Avenue, Grand Haven, MI 49417
Phone: (616) 935-3276 Website: www.grandhaven.org

1. General Information (if the proposed amendment is a map amendment, aka rezoning)

Address/location of property: 233 Washington Ave, Grand Haven, MI 49417

Parcel #: 70-03-20-432-017

Current Use: Commercial - Improved

Existing Zoning: Commercial - Improved

Proposed Zoning: PUD

Master Plan designation:

Proposed Use: P.U.D. - Hotel

Area in Acres: 1.412 Acres

Area in Acres: 1.412 Acres

2. Owner

Name: 233, LLC

Address: 50 Crahen Ave, NE, Suite 200
Grand Rapids, MI 49525

Phone #: 616-458-8505

Email: dcontant@bdrinc.com

3. Applicant

Name: BDR Inc.

Address: 50 Crahen Ave, NE, Suite 200
Grand Rapids, MI 49525

Phone #: 616-458-8505

Email: dcontant@bdrinc.com

4. Required Attachments

- PDF + 5 copies of application
- Property deed (rezoning)
- Plat or sketch (rezoning)

- Justification for request (see sec. 40-121 on page 2)
- Power of attorney (if applicable)
- Existing and proposed section language from Zoning Ordinance (if the proposed amendment is a text amendment)

5. Fees and Escrow Deposit

Application Fee: \$400

A deposit of \$1,500 shall be collected for all Planning Commission and Zoning Board of Appeals cases where it is expected that costs above staff time and one public hearing publication will be incurred. These expenses include additional public hearing notifications, attorney fees, engineering or surveying fees, or other special studies. Should expenses total more than the deposit, the applicant will be billed by the City for the additional costs, or additional escrow payment shall be required to complete the Planning Commission or Zoning Board of Appeals process. Should expenses total less than the deposit received, excess amounts shall be returned to the applicant.

Petition will not be accepted without signature of legal owner or official agent (attach power of attorney).

Signature of Proposed Owner: [Signature] Date: 4/30/2025

Print Name: Kevin Einfeld

Signature of Applicant: [Signature] Date: 4/30/2025

Print Name: Kevin Einfeld

<i>Office Use Only</i>		
Case #:	Date Received:	Fee:
Date of City Council Approval:		



City of Grand Haven

Application: 233, LLC

**BDR Inc & 6 PM Hospitality
Residence Inn by Marriott
233 Washington Avenue
Grand Haven, MI 49417**

- **Sec. 40-421.06. - Standards for zoning approval.**

[Share Link to section](#)[Print section](#)[Download \(Docx\) of sections](#)[Email section](#)

Following the public hearing, the planning commission shall recommend to the city council either approval, denial, or approval with conditions of the PD rezoning request and preliminary development plan. In making its recommendation, the planning commission shall find that the proposed PD meets the intent of the PD district and the following standards:

- A. Granting of the planned development rezoning will result in a recognizable and substantial benefit to the ultimate users of the project and to the community where such benefit would otherwise be unfeasible or unlikely.

Response: The rezone to PD would provide the applicant and City of Grand Haven with necessary flexibility to address appropriate variances necessary to accommodate brand requirements (architectural and site plan) and for the anticipated public benefit components of the project.

- B. The proposed type and density of use shall be compatible with the capacities of the public services and facilities it may affect, and shall not place a material burden upon the subject or surrounding land or property owners and occupants or the natural environment.

Response: The proposed type and density of applicant's project shall not place a material burden upon the subject or surrounding land or property owners or occupants or the natural environment.

- C. The proposed development shall be compatible with the master plan of the city and shall be consistent with the intent and spirit of this article.

Response: The proposed use is consistent with the City of Grand Haven master plan and will complement the Central Business District (CBD).

- D. The proposed development shall be under single ownership or control such that there is a single person or entity having responsibility for completing the project in conformity with this ordinance. This provision shall not prohibit a transfer of ownership or control upon due notice to the zoning administrator.

Response: The proposed project will be developed under a single entity (ownership) to ensure the completion of the project consistent with local ordinance and building codes.

- E. E. The proposed phasing plan is feasible and each of the proposed phases shall be capable of standing on its own and in conjunction with previously constructed phases in terms of the provision of all required services, facilities, open space and amenities to insure the protection of natural resources and the health, safety and welfare of the users of the PD and surrounding residents.

Response: The proposed project will be completed as a single phase.

(Ord. No. 2021-02, § 1(Exh. A), 1-4-21)

COVENANT DEED

FIFTH THIRD BANK, an Ohio banking corporation, whose address is 38 Fountain Square Plaza, MD 10ATA1, Cincinnati, Ohio 45263 ("**Grantor**"), formerly known as Security First Bank & Trust Co., and formerly known as Grand Haven State Bank, conveys to 233, LLC, a Michigan limited liability company, whose address is 5510 Cascade Road, SE, Suite 200, Grand Rapids, Michigan 49546 ("**Grantee**"), the real estate situated in City of Grand Haven, Ottawa County, Michigan and described on **Exhibit A** (the "**Property**"), together with all singular tenements, hereditaments and appurtenances thereunto belonging or in anywise appertaining thereto; and subject to (i) all real estate taxes and assessments, both general and special, not yet due and payable; (ii) applicable zoning ordinances; (iii) all easements, restrictions, covenants and agreements of record; (iv) matters that would be shown by an accurate survey of the Property including, without limitation, any matters shown on the survey prepared by Nederveld, Inc., created on August 30, 2018, Project No. 18201422, which is attached as **Exhibit B**; (v) the Lease between Grantor, as landlord, and Grantee, as tenant; and also subject to the following:

The Property shall not be used or occupied (except by Fifth Third Bank and its successors or assigns) for a bank; savings and loan association; credit union; stock brokerage firm; or other enterprise selling or offering securities, checking accounts, savings accounts, interest bearing certificates, trust services, or making loans or offering banking services or financial services; or any automated teller machine, drive-thru banking service or other electronic device or equipment providing such services (the "**Banking Restrictions**"). In addition, the above described Property shall not be used or occupied for purposes of an adult book store; adult theater; adult amusement facility or any facility selling or displaying pornographic materials or having such displays (the "**Adult Use Restrictions**"). The Banking Restrictions and the Adult Use Restrictions shall run with the land and shall bind the heirs, representatives, successors, grantees and assignees of Grantee. In the event of a breach, or attempted or threatened breach of these restrictions, Grantor or its successors or assigns, shall be entitled to full and adequate relief by injunction and all other available legal and equitable remedies from the consequences of such breach. The Banking Restrictions and the Adult Use Restrictions shall terminate and be of no further force or effect as of the date on the date that Fifth Third Bank (or its successors or assigns) ceases to have a leasehold interest in the Property.

Grantor covenants and agrees that Grantor has not done, committed or willingly suffered to be done or committed any act, matter or thing by which the Property is, shall or may be charged or encumbered in title, estate or otherwise except for any easements, restrictions or other encumbrances identified in this deed.

Grantor grants to Grantee the right to make all subdivisions of the land conveyed as permitted under Section 108 of the Land Division Act, Act No. 288 of the Public Acts of 1967. Grantor intends to transfer to Grantee the right to make all divisions, bonus divisions and re-divisions of the real estate as Grantor may have under the Act.

The Property may be located within the vicinity of farmland or a farm operation. Generally accepted agricultural and management practices which may generate noise, dust, odors, and other associated conditions may be used and are protected by the Michigan Right to Farm Act.

This deed is given for the sum stated on the Real Estate Transfer Valuation Affidavit, filed.
Dated Effective: September 28, 2018

[Remainder of Page Intentionally Left Blank]

FIFTH THIRD BANK, an Ohio banking corporation

By: [Signature]
Name: Jeffrey Wagner
Its: Vice President

And

By: Joe W Hodge
Name: JOE W HODGE
Its: Vice President

STATE OF MICHIGAN)
) ss.
COUNTY OF OAKLAND)

The foregoing instrument was acknowledged before me on September 17, 2018, by Jeffrey Wagner, the Vice President, of Fifth Third Bank, an Ohio banking corporation, on behalf of the corporation.

FAITH SIMSICK
NOTARY PUBLIC, STATE OF MI
COUNTY OF OAKLAND
MY COMMISSION EXPIRES May 2, 2020
ACTING IN COUNTY OF Oakland

[Signature]
Faith Simsick
Notary Public, Oakland County, MI
My Commission Expires: 05/02/2020
Acting in Oakland County, MI

STATE OF OHIO)
) ss.
COUNTY OF HAMILTON)

The foregoing instrument was acknowledged before me on September 18th, 2018, by Joe W. Hodge, the Vice President of Fifth Third Bank, an Ohio banking corporation, on behalf of the corporation.



REBECCA J. YOUNG
Notary Public, State of Ohio
My Commission Expires
September 7, 2019

Rebecca J Young
Notary Public, HAMILTON County, OH
My Commission Expires:
Acting in Hamilton County, OH

Drafted By:
Aaron M. Smith
McShane & Bowie, P.L.C.
99 Monroe Ave. NW, Suite 1100
Grand Rapids, MI 49503
(616) 732-5000

Return To:
Nyal Deems
Varnum LLP
333 Bridge Street NW
Grand Rapids, MI 49504
(616) 366-6000

BENCHMARKS - NAVD88

BM#1 ELEVATION 592.89
SOUTHWEST CORNER OF CONCRETE WALK,
LOCATED 7' NW OF THE SOUTHWEST
BUILDING CORNER OF #101 N. THIRD
STREET. (0.5' ABOVE BACK OF CONCRETE
WALK)

BM#2 ELEVATION 596.38
SSE BOLT TOP FLANGE ON HYDRANT,
LOCATED AT THE SW CORNER OF N.
THIRD STREET & COLUMBUS AVENUE.

BM#3 ELEVATION 601.32
NE CORNER OF PLANTER CAP, LOCATED AT
THE NW CORNER OF N. THIRD STREET &
WASHINGTON AVENUE. (1.7' ABOVE CONCRETE)

CONTROL POINTS - MI SOUTH SPCS NAD83

CP#100 CP#104 CP#105
PK NAIL M+B RED CAP M+B RED CAP
N 5754.2604 N 5879.6383 N 5710.6334
E 6398.0590 E 6244.5488 E 6450.2146
ELEV 595.06 ELEV 592.17 ELEV 595.76

CP#106 CP#107 CP#108
PK NAIL M+B RED CAP M+B RED CAP
N 5502.1464 N 5593.0306 N 5738.3705
E 6288.5553 E 6105.9489 E 6253.6964
ELEV 599.62 ELEV 598.70 ELEV 595.54

EXISTING UNDERGROUND UTILITY DATA

STORM CB#1
RIM 591.75
10" CONC INV SW 589.95 (1.80' DN)
BOTTOM STRUCTURE 589.75 (2.00' DN)
2'x2' SQ RIM
2' DIA CONC BLOCK STRUCTURE

STORM CB#2
RIM 592.04
10" CONC INV NE 589.54 (2.50' DN)
10" CONC INV SW 589.49 (2.55' DN)
2'x2' SQ RIM
2' DIA CONC BLOCK STRUCTURE

STORM MH#3
RIM 592.07
10" CONC INV NE 589.42 (2.65' DN)
15" CONC INV ESE 589.12 (2.95' DN)
15" CONC INV WNW 589.12 (2.95' DN)
BOTTOM STRUCTURE 588.57 (3.50' DN)
2' DIA RIM
4' DIA CONC BLOCK STRUCTURE

SANITARY MH#4
RIM 593.15
3" PVC INV NW 586.55 (6.60' DN)
8" CLAY INV NW 585.75 (7.40' DN)
BOTTOM STRUCTURE 586.55 (6.60' DN)
2' DIA RIM
4' DIA BRICK STRUCTURE

ELECTRIC MH#5
RIM 593.55
TOP* LINES INV NE-SW 589.85 (3.70' DN)
BOTTOM STRUCTURE 586.55 (7.00' DN)
2' DIA RIM
4' DIA PRECAST STRUCTURE

STORM MH#6
RIM 594.27
12" CONC INV SE 590.57 (3.70' DN)
15" CONC INV NW 590.32 (3.95' DN)
BOTTOM STRUCTURE 590.27 (4.00' DN)
2' DIA RIM
4' DIA CONC BLOCK STRUCTURE

STORM CB#7
RIM 594.27
12" CONC INV NW 590.97 (3.30' DN)
12" CONC INV SE 590.97 (3.30' DN)
BOTTOM STRUCTURE 587.47 (6.80' DN)
2'x2' SQ RIM
4' DIA CONC BLOCK STRUCTURE

SANITARY MH#8
RIM 594.68
8" CLAY INV SW 587.78 (6.90' DN)
8" CLAY INV SE 587.63 (7.05' DN)
8" CLAY INV NE 587.58 (7.10' DN)
2' DIA RIM
4' DIA PRECAST STRUCTURE

STORM CB#9
RIM 594.40
10" PVC INV SE 591.35 (3.05' DN)
12" CONC INV SE 591.65 (2.75' DN)
12" CONC INV NW 591.30 (3.10' DN)
12" CONC INV NE 591.30 (3.10' DN)
BOTTOM STRUCTURE 588.80 (5.60' DN)
2'x2' SQ RIM
2' DIA CONC BLOCK STRUCTURE

STORM MH#10
RIM 595.22
4" CLAY INV NW 592.37 (2.85' DN)
4" PVC INV NE 592.32 (2.90' DN)
4" CLAY INV SE 591.92 (3.30' DN)
BOTTOM STRUCTURE 591.92 (3.30' DN)
2' DIA RIM
2' DIA PRECAST STRUCTURE

STORM CB#11
RIM 591.29
10" CONC INV SW 589.95 (1.80' DN)
TOP* VERT INV PIPE 589.99 (1.30' DN)
11' DIA RIM
1' DIA PRECAST STRUCTURE
11' DIA RIM

STORM CB#12
RIM 594.86
6" CLAY INV SE 592.56 (2.30' DN)
BOTTOM STRUCTURE 591.86 (3.00' DN)
2' DIA RIM
2' DIA PRECAST STRUCTURE

SANITARY MH#13
RIM 597.29
TOP 8" VERT PIPE NE 591.49 (5.80' DN)
2' DIA RIM
2' DIA PRECAST STRUCTURE

ELECTRIC MH#14 (HANDHOLE)
RIM 599.59
TOP LINES SE-NW 596.89 (2.70' DN)
BOTTOM STRUCTURE 595.99 (3.60' DN)
2' DIA RIM
2' DIA PRECAST STRUCTURE

STORM CB#15 (LEACHING)
RIM 597.94
4" PVC INV SE 595.74 (2.20' DN)
BOTTOM STRUCTURE 592.94 (5.00' DN)
2' DIA RIM
4' DIA PRECAST STRUCTURE

WATERMAIN MH#16
RIM 595.77
TOP (2) 4" PIPES NE & SW 593.77 (2.00'
BOTTOM STRUCTURE 579.77 (16.00' DN)
30"x30" SQUARE RIM
4' DIA PRECAST STRUCTURE

STORM MH#17
RIM 599.56
PIPE INV SW 593.16 (6.4' DN)
24" CONC INV SE 593.06 (6.5' DN)
24" CONC INV NW 592.96 (6.6' DN)
2' DIA RIM
PRECAST STRUCTURE

SANITARY MH#18
RIM 599.52
8" PVC INV SE 590.42 (8.1' DN)
8" CLAY INV NW 589.12 (10.4' DN)
2' DIA RIM
PRECAST STRUCTURE

STORM CB#19
RIM 597.84
12" CONC INV S 594.24 (3.6' DN)
BOTTOM STRUCTURE 593.04 (4.8' DN)
2'x2' SQUARE RIM

STORM MH#20
RIM 598.33
12" CONC INV N 593.28 (5.05' DN)
12" CONC INV S 593.13 (5.2' DN)
24" CONC INV SE 592.43 (5.9' DN)
24" CONC INV NW 592.33 (6.0' DN)
2' DIA RIM
PRECAST STRUCTURE

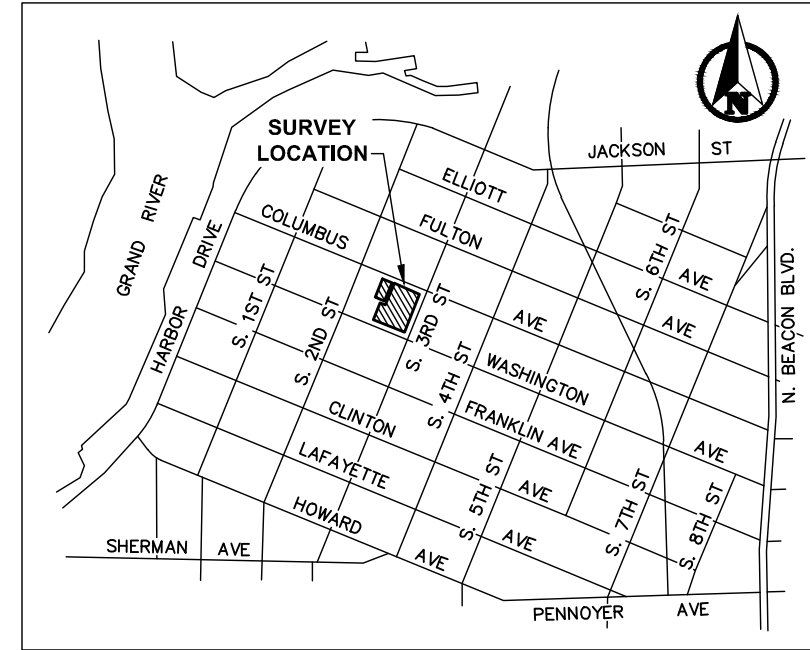
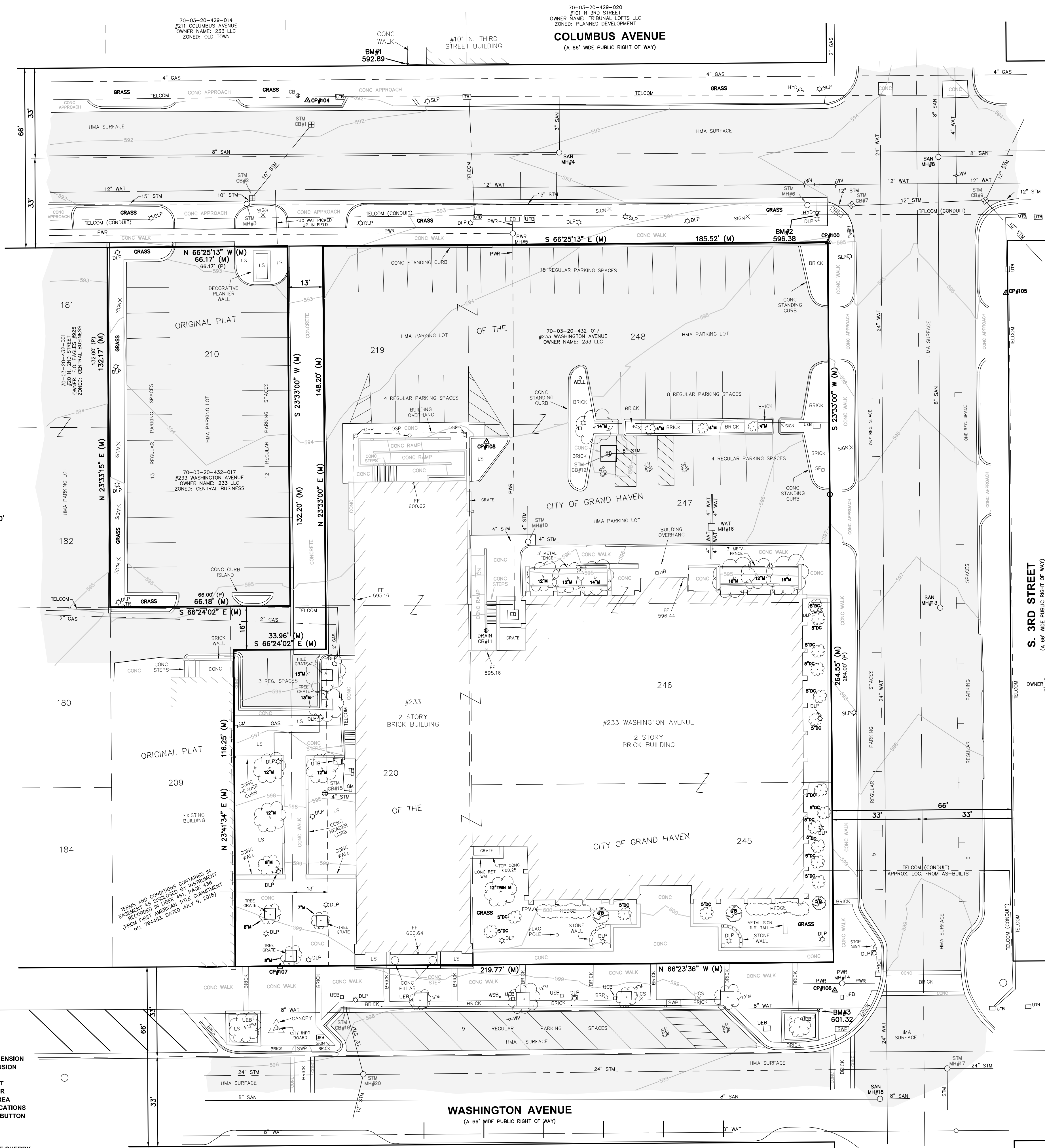
LEGEND

- SANITARY SEWER (SAN)
- STORM SEWER (STM)
- WATERMAIN (WAT)
- GAS MAIN (GAS)
- UG ELECTRIC (PWR)
- UG TELCOM (TELCOM)
- AERIAL UTILITY LINE (AERIAL)
- FENCE

HYDRANT (HYD)
WATER VALVE (WV)
FIRE PROT. VALVE (FPV)
MANHOLE (MH)
CATCH BASIN (CB)
GAS METER (GM)
ELECTRIC BOX (EB)
DECORATIVE LIGHT POLE (DLP)
STREET LIGHT POLE (SLP)
TELCOM RISER (TR)
UG TELCOM BOX (UTB)
OVERHEAD SUPPORT POST (OSP)

M - MEASURED DIMENSION
P - PLATTED DIMENSION
BM - BENCHMARK
CP - CONTROL POINT
FF - FINISHED FLOOR
LS - LANDSCAPE AREA
TELCOM - TELECOMMUNICATIONS
HC - HANDICAPPED BUTTON

TREE LEGEND
B - BUSH
DC - DECORATIVE CHERRY
M - MAPLE



LOCATION MAP
NO SCALE:

TAX DESCRIPTION

Part of the Original Plat of the City of Grand Haven, Section 20, Town 8 North, Range 16 West, City of Grand Haven, Ottawa County, Michigan, described as: The East 22 feet of Lot 209, EXCEPT the North 16 feet, ALSO EXCEPT that part of the East 22 feet of Lot 209, being described as: COMMENCING at a point on the West line of the East 22 feet of Lot 209 which is 16 feet South of the Northwest corner thereof; thence Easterly 1.08 feet parallel with North line of Lot 209; thence Southerly to a point on South line of Lot 209 which is 0.75 feet Easterly of the Southwest corner of the East 22 feet of Lot 209; thence Westerly 0.75 feet to the Southwest corner thereof; thence Northerly along the West line of the East 22 feet of Lot 209 to the Beginning; ALSO lot 220, EXCEPT the North 16 feet of the West 13 feet; ALSO the East 53 feet of lot 219; ALSO all of Lots 245, 246, 247, 248 and 210.

ZONING INFORMATION:

CB-CENTRAL BUSINESS

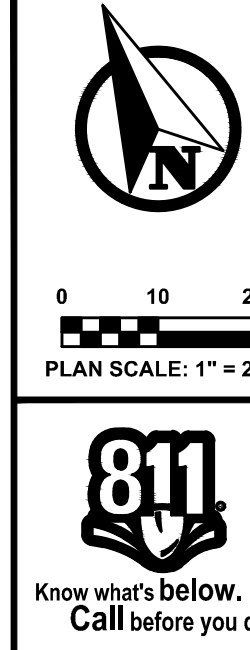
SETBACK:
FRONT: 70% OF BUILDING FRONTAGE MUST BE WITHIN THE BUILD-TO ZONE

SIDE: 0'
REAR: 3' ABUTTING COMMERCIAL

SHEET LIST:

- 1 - SURVEY PLAN
- 2 - REMOVAL PLAN
- 3 - SITE PLAN
- 4 - UTILITY PLAN
- 5 - GRADING-S.E.S.C. PLAN

PREPARED FOR:
BDR INC.
50 Craven Ave NE
Suite 200
Grand Rapids, MI 49505
PH:(616) 458-8505



PLAN SCALE: 1" = 20'

PLAN REVISIONS

NO.	DESCRIPTION

NO.	DESCRIPTION

Moore+Bruggink
Consulting Engineers
2020 Monroe Ave.
Grand Rapids, MI 49505
(616) 363-9801
mailto:info@mbce.com

SURVEY PLAN
FOR
233 WASHINGTON AVE.
CITY OF GRAND HAVEN, OTTAWA COUNTY, MICHIGAN

FIELD SURVEY / DATE	M+B 2025
PROJECT NO.	250139.01
DESIGN DRAWN BY:	ESA
DESIGNED BY:	JFL
CHECKED BY:	JFL
PLAN DATE:	03-20-25
SHEET NUMBER	1 OF 9

BENCHMARKS - NAVD88

BM#1 ELEVATION 592.89
SOUTHWEST CORNER OF CONCRETE WALK,
LOCATED 7' NW OF THE SOUTHWEST
BUILDING CORNER OF #101 N. THIRD
STREET. (0.5' ABOVE BACK OF CONCRETE
WALK)

BM#2 ELEVATION 596.38
SSE BOLT TOP FLANGE ON HYDRANT,
LOCATED AT THE SW CORNER OF N.
THIRD STREET & COLUMBUS AVENUE.

BM#3 ELEVATION 601.32
NE CORNER OF PLANTER CAP, LOCATED AT
THE NW CORNER OF N. THIRD STREET &
WASHINGTON AVENUE. (1.7' ABOVE CONCRETE)

CONTROL POINTS - MI SOUTH SPCS NAD83

CP#100 PK NAIL
N 5754.2604
E 6398.0590
ELEV 595.06

CP#104 M+B RED CAP
N 5879.6383
E 6244.5488
ELEV 592.17

CP#105 M+B RED CAP
N 5710.6334
E 6450.2146
ELEV 595.76

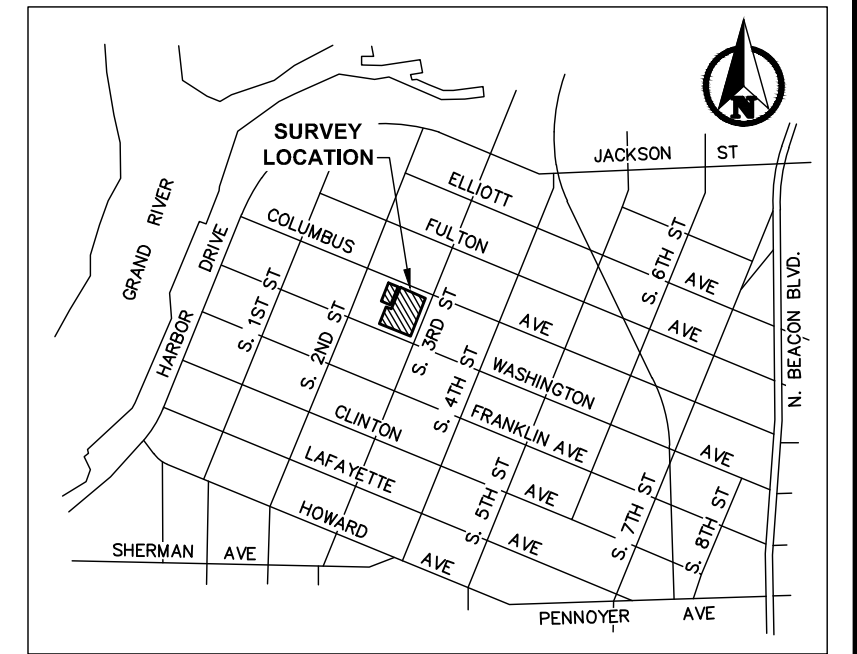
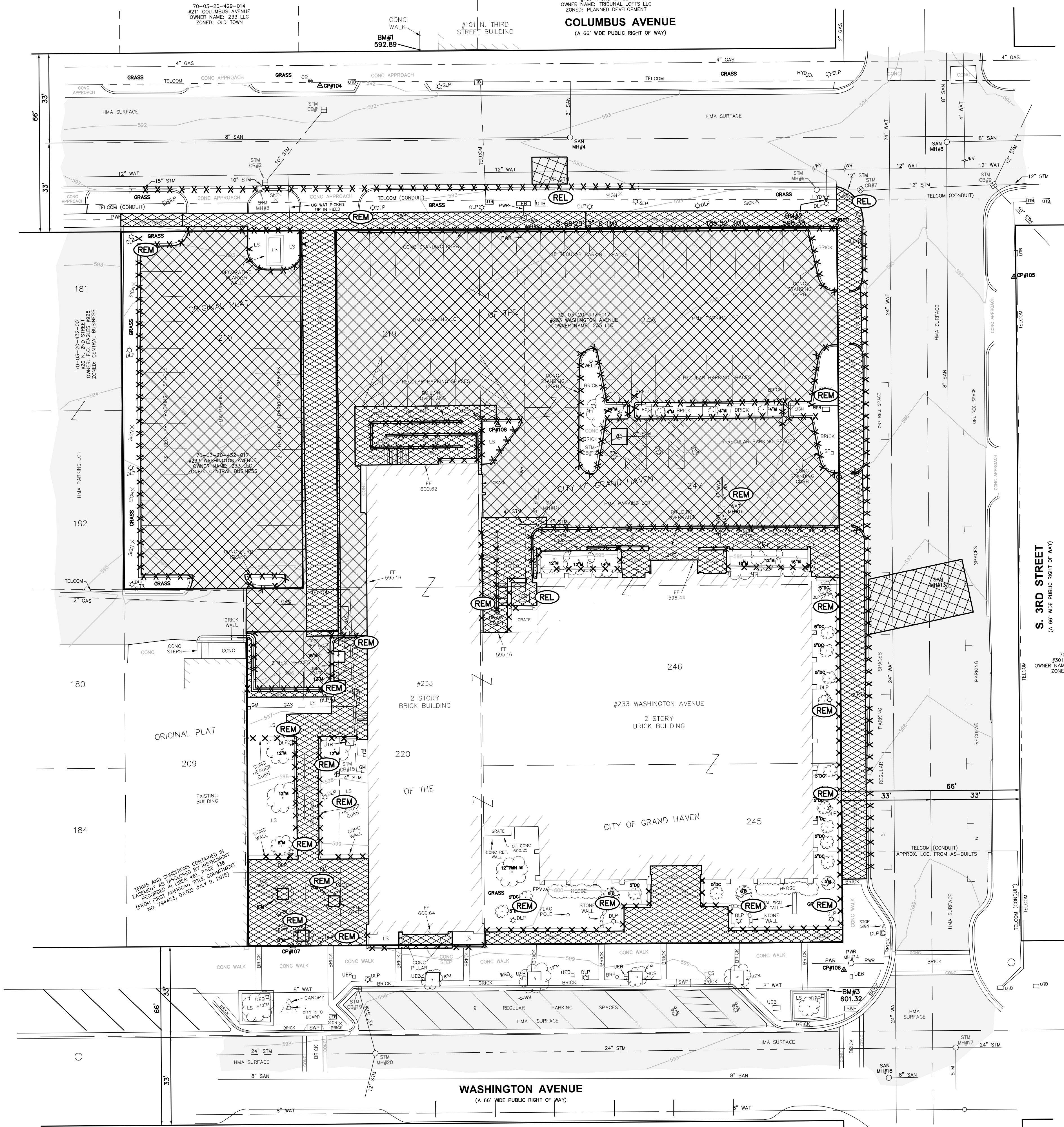
CP#106 PK NAIL
N 5502.1464
E 6288.5553
ELEV 599.62

CP#107 M+B RED CAP
N 5593.0306
E 6105.9489
ELEV 598.70

CP#108 M+B RED CAP
N 5738.3705
E 6253.6964
ELEV 595.54

70-03-20-429-014
#211 COLUMBUS AVENUE
OWNER NAME: 233 LLC
ZONED: OLD TOWN

70-03-20-429-020
#101 N. 3RD STREET
OWNER NAME: TRIBUNAL LOFTS LLC
ZONED: PLANNED DEVELOPMENT
COLUMBUS AVENUE
(A 66' WIDE PUBLIC RIGHT OF WAY)



LOCATION MAP
NO SCALE:

GENERAL DEMOLITION NOTES:

1. THE CONTRACTOR SHALL OBTAIN ALL PERMITS AND SURETY AS PART OF THIS WORK.
2. THE CONTRACTOR SHALL CALL MISS DIG 3 WORKING DAYS PRIOR TO THE START OF CONSTRUCTION.
3. THE CONTRACTOR SHALL REMOVE ALL CONCRETE, BIT PAVEMENT, STORM SEWER STRUCTURES, STORM SEWER PIPE, LIGHT POLES, FENCING, UNDERGROUND ELECTRIC, VEGETATION AND SO ON TO PREPARE THE SITE FOR IMPROVEMENTS. CASTINGS, VALVE BOXES AND/OR OTHER UTILITY STRUCTURES TO REMAIN SHALL BE ADJUSTED AND PROTECTED FROM DAMAGE.
4. ALL SOIL EROSION CONTROL MEASURES SHALL COMPLY ACT 451 OF PUBLIC ACTS OF 1997, SOIL EROSION AND SEDIMENTATION CONTROL, NATURAL RESOURCES AND ENVIRONMENTAL PROTECTION ACT.
5. ALL SOIL EROSION CONTROL MEASURE SHALL BE IN PLACE PRIOR TO COMMENCEMENT OF EARTHWORK ACTIVITIES.
6. THE CONTRACTOR SHALL CLEAN PUBLIC STREETS DAILY OF ANY DIRT AND/OR DEBRIS FROM CONSTRUCTION SITE.

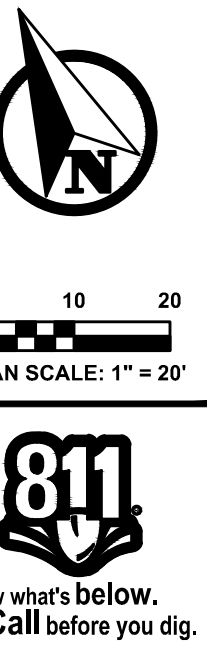
REMOVAL LEGEND

- REMOVE BITUMINOUS
- REMOVE CONCRETE
- REMOVE CURB & GUTTER
- TREE REMOVAL
- RELOCATE BY OTHERS
- REMOVE ITEM

SHEET LIST:

- 1 - SURVEY PLAN
- 2 - REMOVAL PLAN
- 3 - SITE PLAN
- 4 - UTILITY PLAN
- 5 - GRADING-S.E.S.C. PLAN

PREPARED FOR:
BDR INC.
50 Crahen Ave NE
Suite 200
Grand Rapids, MI 49505
PH: (616) 458-8505



PLAN SCALE: 1" = 20'

PLAN REVISIONS

Moore+Bruggink
Consulting Engineers
2020 Monroe Ave.
Grand Rapids, MI 49505
(616) 363-9801
mailto:info@mbce.com



REMOVAL PLAN
FOR
233 WASHINGTON AVE.
CITY OF GRAND HAVEN, OTTAWA COUNTY, MICHIGAN

FIELD SURVEY / DATE
M+B 2025

PROJECT NO.: 250139.01

DESIGN DRAWN BY: ESA

DESIGNED BY: JFL

CHECKED BY: JFL

PLAN DATE: 03-20-25

SHEET NUMBER

2 OF 9

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SOUTHWEST CORNER OF CONCRETE WALK,
LOCATED 7' NW OF THE SOUTHWEST
BUILDING CORNER OF #101 N. THIRD
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WALK)

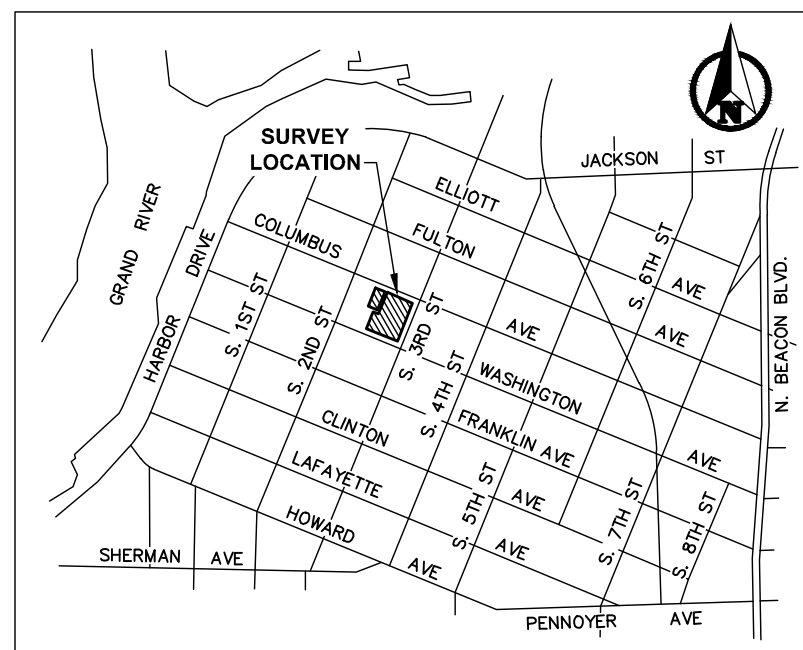
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NE CORNER OF PLANTER CAP, LOCATED AT
THE NW CORNER OF N. THIRD STREET &
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CP#100	CP#104	CP#105
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N 5502.1464	N 5593.0306	N 5738.3705
E 6288.5553	E 6105.9489	E 6253.6964
ELEV 599.62	ELEV 598.70	ELEV 595.54



SITE PLAN GENERAL NOTES:

1. THE CONTRACTOR SHALL OBTAIN ALL PERMITS AND SURETY AS PART OF THIS WORK.
2. THE CONTRACTOR SHALL CALL MISS DIG 3 WORKING DAYS PRIOR TO THE START OF CONSTRUCTION.
3. THE CONTRACTOR SHALL FURNISH AND PLACE THE DRIVE APPROACH WITHIN THE PUBLIC RIGHT OF WAY IN ACCORDANCE WITH CITY OF GRAND HAVEN STANDARD CONSTRUCTION SPECIFICATIONS.
4. ALL STORM SEWER PIPE SHALL BE ADS N-12 PLASTIC PIPE UNLESS OTHERWISE SPECIFIED.
5. ALL CATCH BASINS AND MANHOLES SHALL BE MINIMUM 4' DIAMETER PRECAST CONCRETE, UNLESS NOTED OTHERWISE.
6. UNLESS OTHERWISE SPECIFIED, REINFORCED CONCRETE AREAS SHALL BE CONSTRUCTED WITH:
 - 8" MDOT CL-2 SAND SUBBASE (C.I.P.)
 - 8" MDOT GRADE P1 OR S2, 3,500 PSI, 28-DAY, 5-7% AIR ENTRAINED, BROOM FINISH
 - 2 LAYERS, 6X6/6X6 WOVEN WIRE FABRIC.
8. ALL PAVED AREAS SHALL BE CONSTRUCTED WITH:
 - 12" MDOT CL-2 SAND SUBBASE (C.I.P)
 - 6" 21A GRAVEL BASE (C.I.P)
 - 1 1/2" SEL HMA LEVELING COURSE
 - 1 1/2" SEL HMA WEARING COURSE
9. THE CONTRACTOR SHALL BED AND BACKFILL ALL UNDERGROUND PIPING WITH MDOT CL-2 SAND TO A MINIMUM OF 95% MAXIMUM DRY DENSITY PER ASTM- 1557.
10. THIS SITE PLAN SHALL NOT BE USED TO STAKE THE LOCATION OF PROPOSED BUILDING COLUMN LINES. THE SURVEYORS ARE TO USE THE BUILDING FOUNDATION PLANS.
11. THE CONTRACTOR SHALL PLACE AND COMPACT FILL UNDER THE PROPOSED BUILDING AREA TO A MINIMUM OF 95% MAXIMUM DRY DENSITY PER ASTM-1557. ALL OTHER AREAS SHALL BE COMPACTED TO A MINIMUM OF 90% MAXIMUM DRY DENSITY.
12. THE CONTRACTOR SHALL PIPE ALL BUILDING ROOF WATER TO THE STORM WATER DETENTION POND AS SHOWN AND SPECIFIED.
13. THE CONTRACTOR SHALL REQUEST CONSTRUCTION STAKING BY EMAIL USING THE MOORE & BRUGINK, INC. CONTRACTORS CONSTRUCTION STAKING REQUEST FORM. ONLY COMPLETED REQUESTS WILL BE SCHEDULED. NOTE THE PROJECT OWNER WILL PAY THE SURVEYOR TO PLACE STAKES ONLY ONCE. ALL LOST AND DAMAGED STAKES ARE THE CONTRACTORS RESPONSIBILITY.

ZONING INFORMATION:
CB-CENTRAL BUSINESS

SETBACK:
FRONT: 70% OF BUILDING FRONTAGE MUST BE
WITHIN THE BUILD-TO ZONE
SIDE: 0'
REAR: 3' ABUTTING COMMERCIAL

PARKING CALCULATION:
REQUIRED PARKING: 1 SPACE/ROOM
128 ROOMS X 1 SPACE/ROOM = 128 SPACES REQUIRED

37 TOTAL ON STREET SPACES

89 OFF STREET SPACES (4 BARRIER FREE)

37 STREET SPACES + 89 OFF STREET = 126 SPACES

SHEET LIST:
1 -SURVEY PLAN
2 -REMOVAL PLAN
3 -SITE PLAN
4 -UTILITY PLAN
5 -GRADING-S.E.S.C. PLAN

PREPARED FOR:
BDR INC.
50 Crahen Ave NE
Suite 200
Grand Rapids, MI 49523
PH:(616) 458-8505

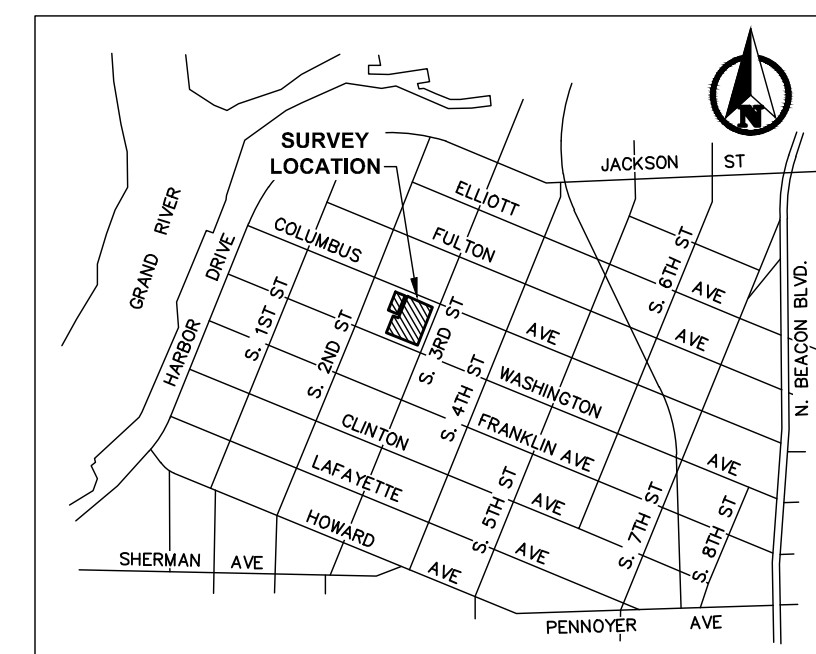
BM#1 ELEVATION 592.89
SOUTHWEST CORNER OF CONCRETE WALK,
LOCATED 7' NW OF THE SOUTHWEST
BUILDING CORNER OF #101 N. THIRD
STREET. (0.5' ABOVE BACK OF CONCRETE
WALK)

BM#2 ELEVATION 596.38
SSE BOLT TOP FLANGE ON HYDRANT,
LOCATED AT THE SW CORNER OF N.
THIRD STREET & COLUMBUS AVENUE.

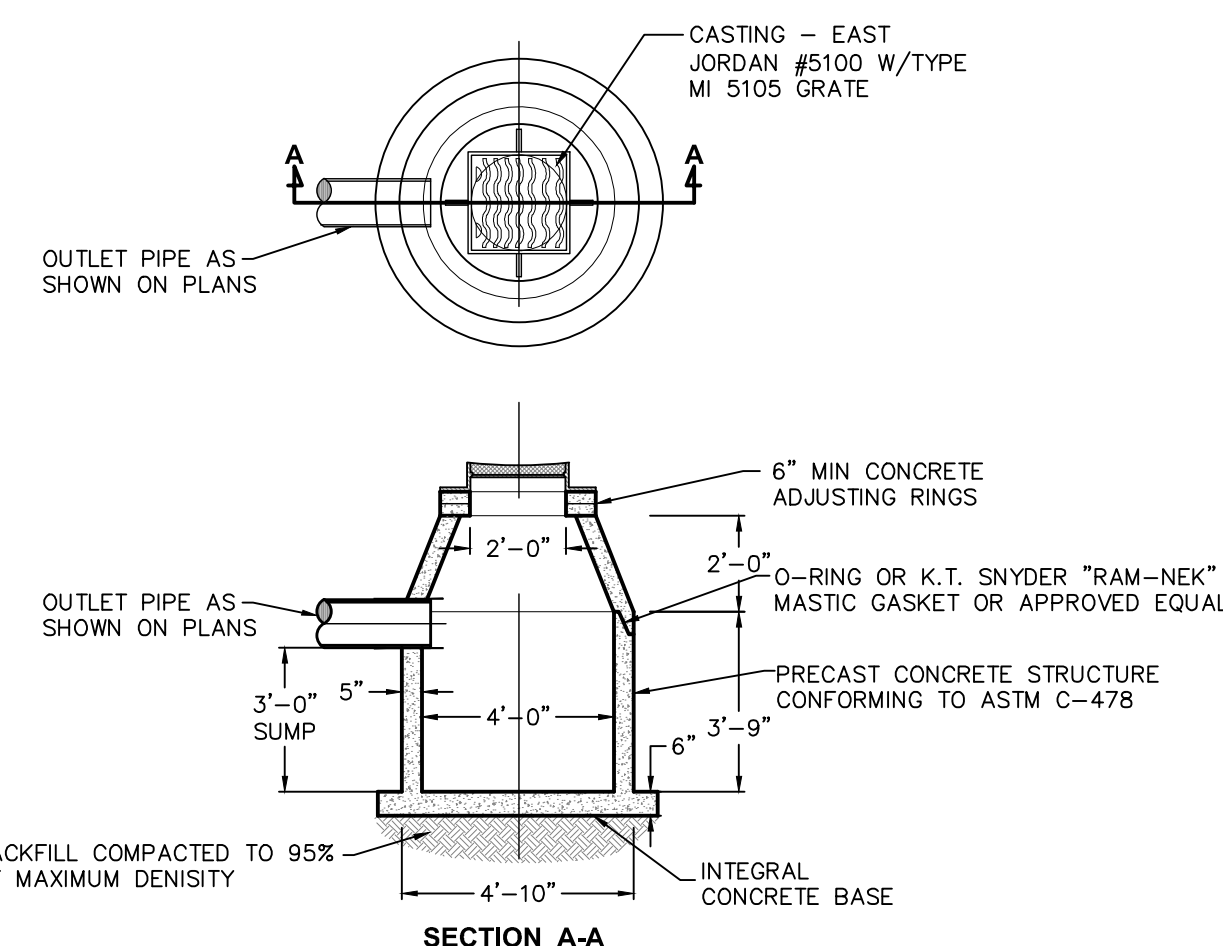
BM#3 ELEVATION 601.32
NE CORNER OF PLANTER CAP, LOCATED AT
THE NW CORNER OF N. THIRD STREET &
WASHINGTON AVENUE. (1.7' ABOVE CONCRETE)

CP#100	CP#104	CP#105
PK NAIL	M+B RED CAP	M+B RED CAP
N 5754.2604	N 5879.6383	N 5710.6334
E 6398.0590	E 6244.5488	E 6450.2146
ELEV 595.06	ELEV 592.17	ELEV 595.76

CP#106	CP#107	CP#108
PK NAIL	PK NAIL	M+B RED CAP
N 5502.1464	N 5593.0306	N 5738.3705
E 6288.5553	E 6105.9489	E 6253.6964
ELEV 599.62	ELEV 598.70	ELEV 595.54



LOCATION M
NO SCALE:



**4' DIA. CATCH BASIN DETAIL
(IN PAVED AREAS)**
SCALE: 1"=4'

1. THE CONTRACTOR SHALL OBTAIN ALL PERMITS AND SURETY AS PART OF THIS WORK.
2. THE CONTRACTOR SHALL CALL MISS DIG 3 WORKING DAYS PRIOR TO THE START OF CONSTRUCTION.
3. ALL STORM SEWER PIPE SHALL BE ADS N-12 PLASTIC PIPE UNLESS OTHERWISE SPECIFIED.
4. ALL CATCH BASINS AND MANHOLES SHALL BE MINIMUM 4' DIAMETER PRECAST CONCRETE, UNLESS NOTED OTHERWISE.
5. THE CONTRACTOR SHALL BED AND BACKFILL ALL UNDERGROUND PIPING WITH MDOT CL-2 SAND TO A MINIMUM OF 95% MAXIMUM DRY DENSITY PER ASTM - 1557.
6. THE CONTRACTOR SHALL PIPE ALL BUILDING ROOF WATER TO THE STORM WATER DETENTION POND AS SHOWN AND SPECIFIED.
7. THE CONTRACTOR SHALL REQUEST CONSTRUCTION STAKING BY FAX USING THE MOORE & BRUGGINK, INC. CONSTRUCTION STAKING REQUEST FORM. ONLY COMPLETED REQUESTS WILL BE SCHEDULED. NOTE THE PROJECT OWNER WILL PAY THE SURVEYOR TO PLACE STAKES ONLY ONCE. ALL LOST AND DAMAGED STAKES ARE THE CONTRACTOR'S RESPONSIBILITY.

SHEET LIST:
1 -SURVEY PLAN
2 -REMOVAL PLAN
3 -SITE PLAN
4 -UTILITY PLAN
5 -GRADING-S.E.S.C. PLAN

PREPARED FOR:
BDR INC.
50 Crahen Ave NE
Suite 200
Grand Rapids, MI 49525
PH: (616) 458-8505

BENCHMARKS - NAVD88

BM#1 ELEVATION 592.89
SOUTHWEST CORNER OF CONCRETE WALK,
LOCATED 7' NW OF THE SOUTHWEST
BUILDING CORNER OF #101 N. THIRD
STREET. (0.5' ABOVE BACK OF CONCRETE
WALK)

BM#2 ELEVATION 596.38
SSE BOLT TOP FLANGE ON HYDRANT,
LOCATED AT THE SW CORNER OF N.
THIRD STREET & COLUMBUS AVENUE.

BM#3 ELEVATION 601.32
NE CORNER OF PLANTER CAP, LOCATED AT
THE NW CORNER OF N. THIRD STREET &
WASHINGTON AVENUE. (1.7' ABOVE CONCRETE)

CONTROL POINTS - MI SOUTH SPCS NAD83

CP#100 PK NAIL
N 5754.2604
E 6398.0590
ELEV 595.06

CP#104 M+B RED CAP
N 5879.6383
E 6244.5488
ELEV 592.17

CP#105 M+B RED CAP
N 5710.6334
E 6450.2146
ELEV 595.76

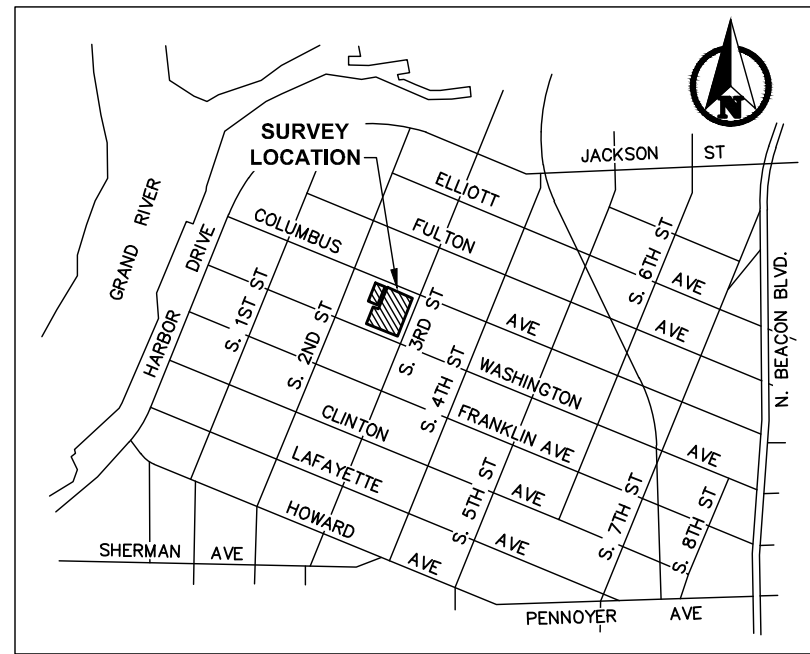
CP#106 PK NAIL
N 5502.1464
E 6288.5553
ELEV 599.62

CP#107 M+B RED CAP
N 5593.0306
E 6105.9489
ELEV 598.70

CP#108 M+B RED CAP
N 5738.3705
E 6253.6964
ELEV 595.54

70-03-20-429-014
#211 COLUMBUS AVENUE
OWNER NAME: 233 LLC
ZONED: OLD TOWN

70-03-20-429-020
#101 N. 3RD STREET
OWNER NAME: TRIBUNAL LOFTS LLC
ZONED: PLANNED DEVELOPMENT
COLUMBUS AVENUE
(A 66' WIDE PUBLIC RIGHT OF WAY)

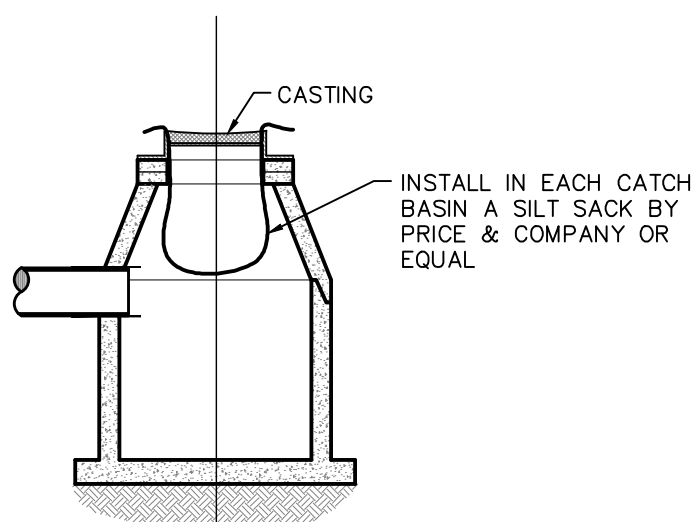


SOIL EROSION CONTROL NOTES:

1. THE CONTRACTOR SHALL OBTAIN ALL PERMITS AND SURETY AS PART OF THIS WORK.
2. THE CONTRACTOR SHALL CALL MISS DIG 3 WORKING DAYS PRIOR TO THE START OF CONSTRUCTION.
3. THE CONTRACTOR SHALL REQUEST CONSTRUCTION STAKING BY EMAIL USING THE MOORE & BRUGGINK, INC. CONTRACTORS CONSTRUCTION STAKING REQUEST FORM. ONLY COMPLETED REQUESTS WILL BE SCHEDULED. NOTE THE PROJECT OWNER WILL PAY THE SURVEYOR TO PLACE STAKES ONLY ONCE. ALL LOST AND DAMAGED STAKES ARE THE CONTRACTORS RESPONSIBILITY.
4. THE CONTRACTOR SHALL REMOVE ALL CONCRETE, BIT PAVEMENT, STORM SEWER STRUCTURES, STORM SEWER PIPE, LIGHT POLES, FENCING, UNDERGROUND ELECTRIC, VEGETATION AND SO ON TO PREPARE THE SITE FOR IMPROVEMENTS. CASTINGS, VALVE BOXES AND/OR OTHER UTILITY STRUCTURES TO REMAIN SHALL BE ADJUSTED AND PROTECTED FROM DAMAGE.
5. NORTH AMERICAN GREEN DS-150 EROSION CONTROL BLANKET SHALL BE PLACED ON ALL SLOPES 1:3 OR GREATER. SECURE BLANKET TO SLOPE PER MANUFACTURERS SPECIFICATIONS.
6. ALL SILT FENCING SHALL BE TRENCHED IN PRIOR TO COMMENCEMENT OF EARTHWORK ACTIVITIES.
7. SILT FENCING IS REQUIRED ALONG ALL DOWNSTREAM EDGES OF THE GRADING LIMITS AND MUST REMAIN IN PLACE UNTIL VEGETATION IS UNIFORMLY RE-ESTABLISHED.
8. ALL SOIL EROSION CONTROL MEASURES SHALL COMPLY WITH THE CITY OF GRAND RAPIDS LUDS PERMIT, ACT 451 OF PUBLIC ACTS OF 1997, SOIL EROSION AND SEDIMENTATION CONTROL, NATURAL RESOURCES AND ENVIRONMENTAL PROTECTION ACT.
9. NEW & EXISTING STORM SEWER INLET POINTS SHALL BE PROTECTED FROM SEDIMENT INFILTRATION WITH INLET FABRIC DROP (SILT SACK) PER CITY OF GRAND RAPIDS APPROVED MANUFACTURERS (H-FLOW AND/OR ACF BRANDS). CONTRACTOR SHALL PROVIDE PRODUCT INFORMATION TO THE CITY PRIOR TO INSTALLATION.
10. ALL SOIL EROSION AND SEDIMENTATION CONTROL MEASURES SHALL BE INSPECTED AND MAINTAINED ON A DAILY BASIS, AND IMMEDIATELY FOLLOWING EVERY SIGNIFICANT RAINFALL EVENT.
11. ALL EXCESS SPOILS ARE TO BE REMOVED FROM THE SITE. OTHERWISE STOCKPILES MUST BE PROVIDED WITH TEMPORARY AND PERMANENT STABILIZATION MEASURES.
12. IF EXCESS DIRT IS TO BE PLACED ON SITE, THE LOCATION SHALL BE APPROVED BY THE PROPERTY OWNER & ENGINEER.
13. ALL TEMPORARY EROSION CONTROLS MUST REMAIN IN PLACE UNTIL VEGETATION IS UNIFORMLY RE-ESTABLISHED.
14. DUST CONTROL SHALL BE PROVIDED BY MEANS OF WATER DISTRIBUTION ON A REGULAR BASIS OVER AREAS THAT COULD POTENTIALLY PRODUCE DUST CONDITIONS.
15. A TRACKING PAD MUST BE PROVIDED AT CONSTRUCTION ACCESS POINTS TO PREVENT SOILS FROM BEING TRACKED OFF-SITE, PER DETAIL THIS SHEET.
16. CONTRACTOR SHALL SWEEP PAVED AREAS EACH DAY (OR MORE AS NEEDED) BY MECHANICAL MEANS FOR ALL PAVED AREAS IN AND AROUND THE PERIMETER OF THE PROJECT AFFECTED BY TRUCKING OPERATIONS.
17. ALL DISTURBED AREAS SHALL BE RESTORED WITH 4" TOPSOIL (MIN), SEED, FERTILIZER AND MULCH UNLESS OTHERWISE NOTED.
18. CONSTRUCTION ENTRANCE SHALL BE PROVIDED FROM COLUMBUS AVENUE.
19. EXISTING SOIL CONDITIONS: SAUGATUCK SAND FROM USDA SOIL SURVEY

CONSTRUCTION SCHEDULE

ITEM	J	F	M	A	M	J	J	A	S	O	N	D
TEMP. EROSION CONTROL												
TOPSOIL STRIPPING												
SITE GRADING												
SITE UTILITIES												
DETENTION POND												
BUILDING CONSTRUCTION												
PERM. EROSION CONTROL												
LANDSCAPING												
PAVING												
REMOVE TEMP. EROSION CONTROL												



INLET PROTECTION DETAIL
SCALE: 1"=4'

- SHEET LIST:
1 - SURVEY PLAN
2 - REMOVAL PLAN
3 - SITE PLAN
4 - UTILITY PLAN
5 - GRADING-S.E.S.C. PLAN

PREPARED FOR:
BDR INC.
50 Cramer Ave NE
Suite 200
Grand Rapids, MI 49505
PH: (616) 458-8505

GRADING-S.E.S.C. PLAN
FOR

233 WASHINGTON AVE.
CITY OF GRAND HAVEN, OTTAWA COUNTY, MICHIGAN

FIELD SURVEY / DATE

M+B 2025

PROJECT NO.

250139.01

DESIGN DRAWN BY:

ESA

DESIGNED BY:

JFL

CHECKED BY:

JFL

PLAN DATE:

03-20-25

SHEET NUMBER

5 OF 9



SENERBRICK

The look of brick can be achieved by using brick finish techniques that utilize special templates and Senergy Acrylic Finishes. Senerbrick surfaces yield the appearance of a wide variety of brick veneers over any Senergy wall system or other approved substrates.



ROOM MATRIX

ROOM TYPE	FLOORS					TOTAL
	1ST LEVEL	2ND LEVEL	3RD LEVEL	4TH LEVEL	5TH LEVEL	
STUDIO	4	23	23	23	9	93
STUDIO 'B'	0	3	3	3	0	3
STUDIO 'C'	0	1	1	1	0	3
STUDIO 'D'	0	2	2	2	2	3
CONNECTOR STUDIO	0	5	5	5	1	16
1-BEDROOM SUITE	0	0	0	0	5	5
2-BEDROOM SUITE	0	0	0	0	2	2
PRESIDENTIAL SUITE	0	0	0	0	1	1
TOTAL	4	34	34	34	20	128

FLOOR AREAS

FIRST FLOOR: 19,610 SF
SECOND FLOOR: 18,000 SF
THIRD FLOOR: 18,000 SF
FOURTH FLOOR: 18,000 SF
FIFTH FLOOR: 18,000 SF
TOTAL: 91,610 SF

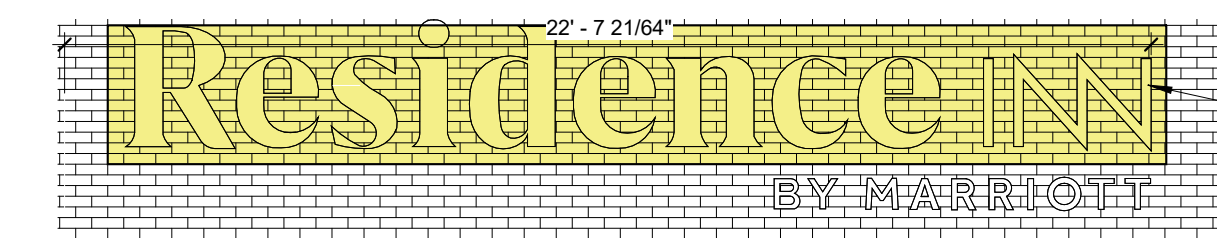
PARKING COUNT

OFF STREET: 90 (4 ACCESSIBLE)

SIGNAGE AREAS

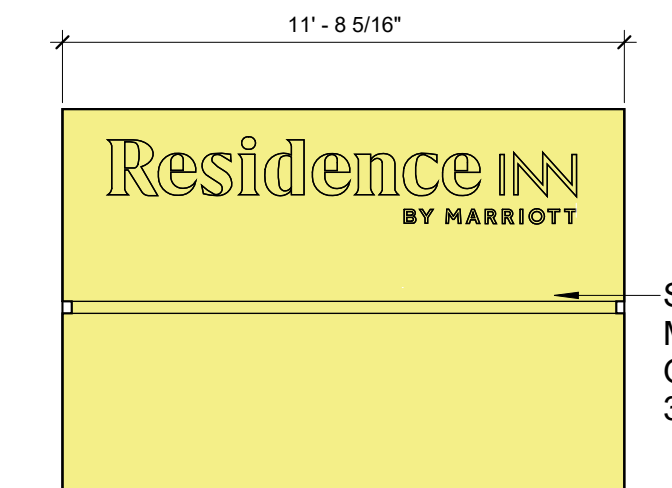
Residence INN
BY MARRIOTT

CHANNEL LETTERING - 16.76 SF



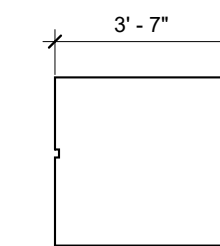
SMALLEST CHANNEL LETTER OPTION
51.82 SF

CHANNEL LETTERING SIGN - 84.44 SF

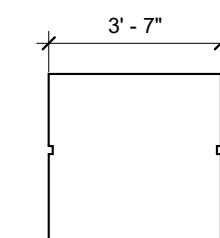


SMALLEST MONUMENT OPTION
36.54 SF

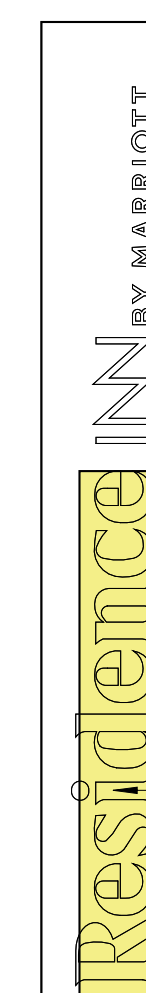
MONUMENT SIGN - 93.42 SF



EXIT SIGN - 12.54 SF



ENTRANCE SIGN - 12.54 SF



SMALLEST BLADE OPTION
15.9 SF

BLADE SIGN - 63.58 SF

*384.48 SQUARE FEET OF PROPOSED SIGNAGE
*129.34 SQUARE FEET AT MINIMUM BRAND DIMENSIONS

OVERALL FIRST FLOOR PLAN

RESIDENCE INN - GRAND HAVEN, MI





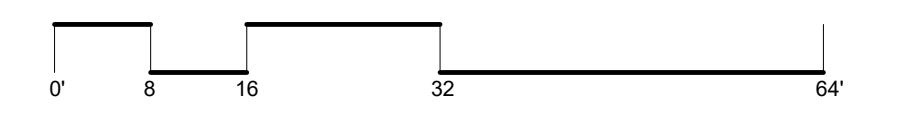
APPROXIMATE FLOOR ELEVATIONS

95'-6"	STAIR EXIT
98'-6"	POOL DECK
100'-0"	1ST FLOOR

LEVEL DIAGRAM

RESIDENCE INN - GRAND HAVEN, MI

233 Washington Street, Grand Haven, MI
CONCEPT PACKAGE





1 SECOND FLOOR PLAN
1/16" = 1'-0"

FLOORS						
ROOM TYPE	1ST LEVEL	2ND LEVEL	3RD LEVEL	4TH LEVEL	5TH LEVEL	TOTAL
STUDIO	4	23	23	23	9	93
STUDIO 'B'	0	3	3	3	0	3
STUDIO 'C'	0	1	1	1	0	3
STUDIO 'D'	0	2	2	2	2	3
CONNECTOR STUDIO	0	5	5	5	1	16
1-BEDROOM SUITE	0	0	0	0	5	5
2-BEDROOM SUITE	0	0	0	0	2	2
PRESIDENTIAL SUITE	0	0	0	0	1	1
TOTAL	4	34	34	34	20	128



2 FIFTH FLOOR PLAN WITH CONDOS
1/16" = 1'-0"

NORTH



1 NORTH ELEVATION
1/16" = 1'-0"



2 EAST ELEVATION
1/16" = 1'-0"



3 WEST ELEVATION
1/16" = 1'-0"

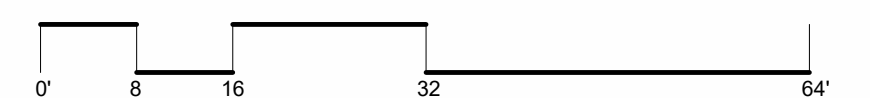


4 SOUTH ELEVATION
1/16" = 1'-0"

ELEVATIONS

RESIDENCE INN - GRAND HAVEN, MI

233 Washington Street, Grand Haven, MI
CONCEPT PACKAGE





5 VIEW LOOKING NORTHWEST

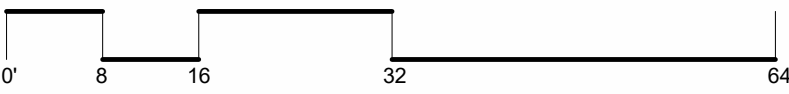


6 VIEW LOOKING SOUTHEAST

VIEWS FROM ABOVE

RESIDENCE INN - GRAND HAVEN, MI

233 Washington Street, Grand Haven, MI
CONCEPT PACKAGE



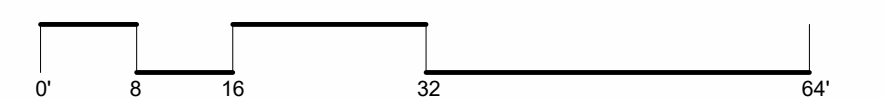


1 PERSPECTIVE LOOKING SOUTHEAST

SOUTHEAST PERSPECTIVE

RESIDENCE INN - GRAND HAVEN, MI

233 Washington Street, Grand Haven, MI
CONCEPT PACKAGE



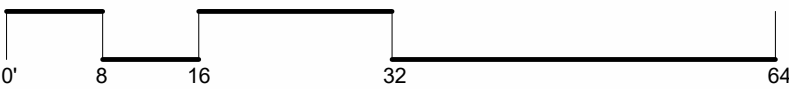


① PERSPECTIVE LOOKING NORTHWEST

NORTHWEST PERSPECTIVE

RESIDENCE INN - GRAND HAVEN, MI

233 Washington Street, Grand Haven, MI
CONCEPT PACKAGE



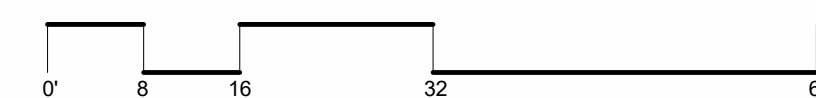


7 PERSPECTIVE VIEW LOOKING EAST ON WASHINGTON AVENUE

WASHINGTON AVENUE PERSPECTIVE

RESIDENCE INN - GRAND HAVEN, MI

233 Washington Street, Grand Haven, MI
CONCEPT PACKAGE



Grace A.M. Smith, RA, LEED AP
200 E. Division St.
Rockford, MI 49341
616-866-4089
designsmiths@hotmail.com

MEMORANDUM

Date: May 6, 2025

To: Grand Haven Planning Commission

RE: BDR Properties at 229 and 233 Washington Street

The former Grand Haven State Bank building at 229 Washington Avenue is listed as a contributing building to both the Local and National Register Historic Districts. The former Fifth-Third Bank at 233 Washington Avenue is listed as a non-contributing building because at the time the nomination was written it was not yet 50 years old and it is not architecturally significant. Neither building is individually located on local, state, or national landmark lists.

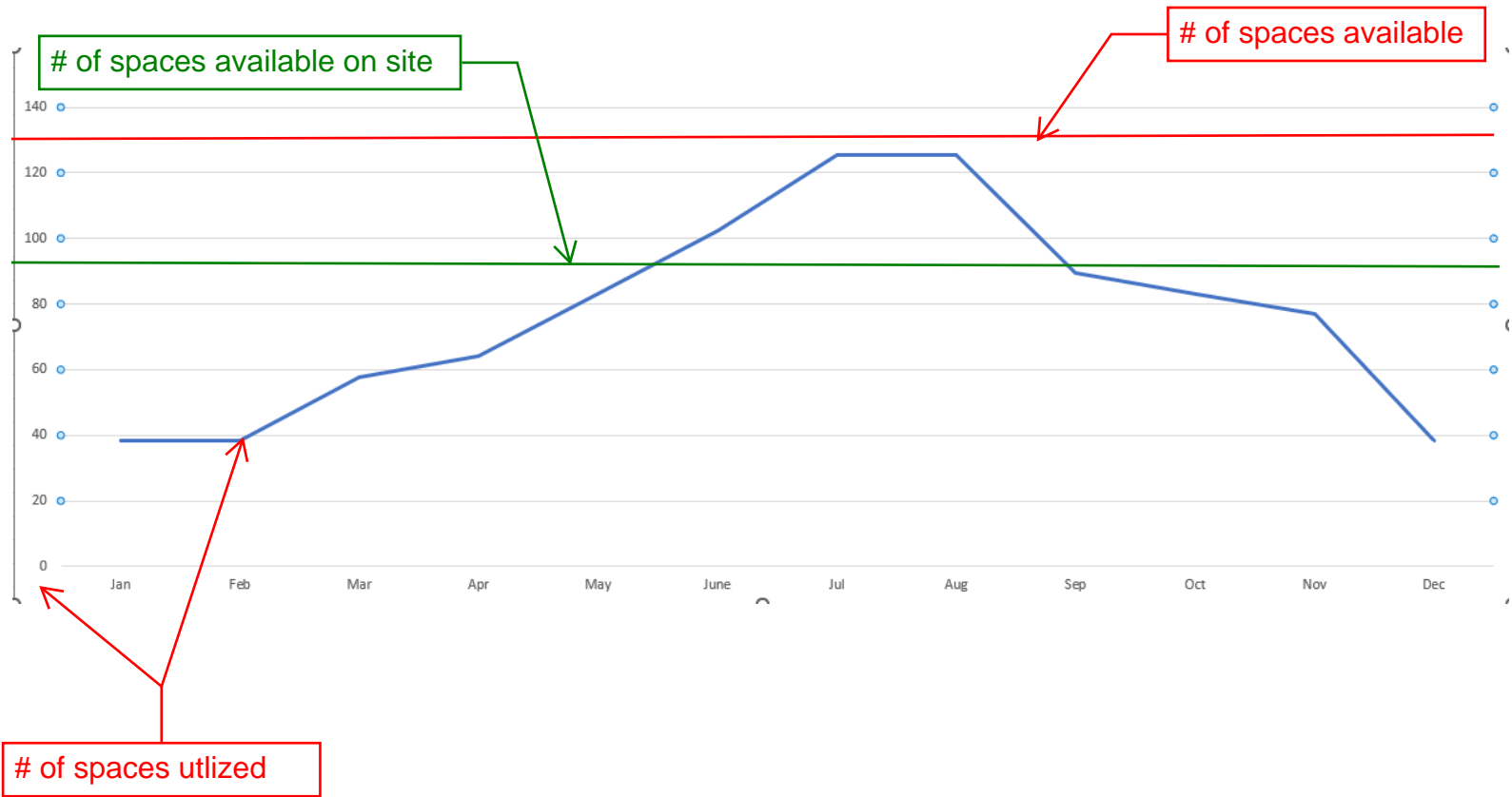
In the National Register nomination for the district, 229 Washington is described as the 1911 Neo-Classical Grand Haven State Bank Building. Although the nomination notes that the two historically significant murals on the interior of the building were lost during one of many renovations, no consideration is given to the various alterations the building's exterior has endured, which greatly diminish its architectural integrity.

Alterations that have been made to the building that take away from its historic integrity:

- The original portions of this building are the stone columns, pilasters, and pediment on the south wall, including the entablature that runs across the face of the building. The stone window surrounds and the building's brick at the south wall may be original.
- Historic windows and doors have been replaced with contemporary windows and doors.
- Many windows have been added along the west and east wall and likely, along the main façade on the south wall. Historically, a bank of this age would never have had that many large windows; banks were built like vaults. Large windows in banks only became popular after 1930 as a way to deter bank robberies. Likely, there were adjacent buildings that shared walls on the east and west side, so even the brick on those walls may be replacement brick rather than being original.

- Cornice molding has been added along the roof lines of the east and west walls. The original molding just turns the corner of the building from the south façade, but there is a clear change where the new molding begins. Again, likely this was added when adjacent buildings with shared walls were removed.
- A new entry was added along the west wall.
- There is a large addition at the rear of the building that includes a single-story building and a very large canopy.
- The entire connection to the adjacent building along the east wall at 233 has destroyed the character of that wall.
- The interior of the building has been gutted and redesigned on numerous occasions.

Grand Haven Residence Inn forecast parking usage



Month	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
% Occupancy	30%	30%	45%	50%	65%	80%	98%	98%	70%	65%	60%	30%
Number of spaces	38.4	38.4	57.6	64	83.2	102.4	125.44	125.44	89.6	83.2	76.8	38.4

**CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
PLANNING COMMISSION MINUTES
TUESDAY, MAY 13, 2025**

The regular meeting of the Grand Haven Planning Commission was called to order by Chair Mike Dora at 7:00 pm. Upon roll call, the following members were present:

Present: Amy Kozanecki, Joe Pierce, Dan Borchers, Vice-Chair Ryan Galligan, Tamera Owens, Magda Smolenska, Chair Mike Dora

Absent: David Skelly, Jennifer Smelker

Also Present: City Planner Brian Urquhart, Mayor Bob Monetza, and members of the public.

Approval of Minutes

Motion by **Pierce**, seconded by **Smolenka**, to approve the minutes of the April 22, 2025 meeting.

All ayes. **Motion passes.**

Approval of Agenda

Motion by **Galligan**, seconded by **Kozanecki**, to approve the agenda as written.

All ayes. **Motion passes.**

Call to the Audience: First Opportunity

None

New Business

Case 25-19: Site Plan review for an addition to the funeral home at 1500 Robbins Rd. (parcel #70-03-34-100-027)

Urquhart introduced the case. Denny Dryer of Dryer Architecture, on behalf of property owner Scott Klaassen, has applied for a Site Plan Review for a small addition to Klaassen Funeral Home at 1500 Robbins Rd. (parcel #70-03-34-100-027). The additional storage is to meet a new requirement by the State of Michigan for Funeral Homes.

The plans call for a 16' x 24' addition to the southeast corner of the building for storage. The building will remain in compliance with the 6 ft. side yard setback for a corner lot in the OS district.

The addition will maintain an exterior cladding of horizontal siding in a complimentary color matching the existing brick façade. The dumpster and enclosure will be removed. The storage area will include space for refuse and recycling containers and landscape equipment.

No changes to parking and landscaping are proposed.

Denny Dryer, 220 ½ Washington, was present for any questions.

All Commissioners did not have any questions and were ok with moving forward.

Motion by **Smolenska**, seconded by **Owens**, to approve case 25-19, a request for a Site Plan Review for an addition to the funeral home for additional storage located at 1500 Robbins Rd. (parcel #70-03-34-100-027) based on the information submitted for review, subject to the following conditions:

- 1) *All conditions of the BLP, DPW, and fire marshal shall be met*

Roll Call Vote.

Yeas: Pierce, Galligan, Smolenska, Owens, Borchers, Kozanecki, Dora

Nays: None

Motion passed.

Public Hearing

Case 25-17: A special land use permit for a 42" tall retaining wall located 12" from the property line at 1521 Stuart St. (parcel #70-03-28-400-071).

Urquhart presented the case. Property owner Diane Sypniewski submitted a special land use request for a retaining wall located at 1521 Stuart St. (parcel #70-03-28-400-071). The retaining wall measures 42 inches from grade and is located 12 inches from the south lot line, creating an angle greater than 45-degrees, which requires review by the Planning Commission per Sec. 40-327.A.2.b.

The applicant is requesting a 143 ft. long retaining wall along their south property line to provide for easier maintenance. The photograph included in the packet depicts a small area of land between the garage and property line that is considerably sloped. The site plan depicts retaining wall will provide eight ft. width of level grade between the garage and property line. The proximity to the lot line prompted the need for a special land use, as previously listed in Sec. 40-327.A.2.b. In addition, the applicant is proposing to fill in a portion of the rear yard. All improvements are permitted in the Low Density Residential District.

Section 40-327 of the Zoning Ordinance provides requirements for retaining walls and outlines provisions for administrative approvals and Planning Commission approvals.

No formal correspondences have been submitted.

Brian Sypniewski, a representative of the John-Diane Sypniewski Trust, was present for any questions.

All Commissioners did not have any questions and were ok with moving forward.

Vice-Chair Galligan made a recommendation to move retaining wall reviews to staff.

Dora opened a public hearing at 7:12 p.m.

Derek Gajdos, 1603 Stuart St, spoke, stating that the retaining wall would benefit both his and 1521 Stuart St. properties and that he fully supports it.

Motion by **Owens**, seconded by **Smolenska**, to close the public hearing.

All ayes.

Public Hearing closed at 7:14 p.m.

Motion by **Pierce**, seconded by **Galligan**, to approve case 25-17, special land use permit for a retaining wall 42 inches in height located 12 inches from the property line at 1521 Stuart St. (parcel #70-03-28-400-071) subject to the following conditions:

- 1) *A retaining wall and land use permit shall be submitted.*

Roll Call Vote.

Yeas: Kozanecki, Borchers, Owens, Smolenska, Galligan, Pierce, Dora

Nays: None

Motion passed.

Magda Smolenska asked to be recused before discussing the next case.

Case 25-18: A special land use permit for a retaining wall greater than 48 inches in height at 1118 S. Harbor Dr. (parcel #70-03-29-154-037).

Urquhart presented the case. Andy Brooks of *Callen Engineering*, on behalf of property owner Chad Betz, submitted a special land use request for retaining walls located in the front yard and side yard at 1118 S. Harbor Dr. (parcel #70-03-29-154-037). The retaining walls are greater than 48 inches in height, which requires review and approval by the Planning Commission per Sec. 40-327.A.2.b.

Callen Engineering has been contracted to assist in permitting the replacement of the west retaining wall near the parking spaces and the beginning of the slope at 1118 S. Harbor. According to the plans submitted, the retaining wall will not exceed 49 inches in height. The project also includes the installation of a new retaining wall along the south and west of the home. The condition of the dune is failing with erosion occurring. The applicant will install a stone block retaining wall, approximately eight ft. in height. The plan also depicts the replacement of the 237 sq. ft., deck with a cantilevered 524 sq. ft. deck in the front yard.

Section 40-327 of the Zoning Ordinance provides requirements for retaining walls and outlines provisions for administrative approvals and Planning Commission approvals. An EGLE Permit has been approved.

No correspondence has been received.

Kiersten Renske, Architectura, was present for any questions.

Dora opened public hearing at 7:18 pm.

Jeffery Miller, 1120 S. Harbor Dr., said he supported the improvements.

Motion by **Pierce**, seconded by **Borchers**, to close the public hearing.

All ayes.

Public Hearing closed at 7:19 p.m.

Commissioners were all in agreement to support this project.

Motion by **Kozanecki**, seconded by **Galligan**, to approve case 25-09, a special land use permit and sensitive area overlay permit for a retaining wall that exceeds 48 inches in height at 1118 S. Harbor Dr. (parcel #70-03-29-154-037) subject to the condition(s) below:

1. *A building permit shall be submitted*

Roll Call Vote.

Yeas: Pierce, Smolenska, Skelly, Galligan, Smelker, Borchers, Kozanecki, Owens, Dora

Nays: None

Motion passed.

Case 25-16: An application for a zoning change request from CB, Central Business District to PD, Planned Development District and associated Preliminary Development Plan for a hotel at 233 Washington Ave. (parcel #70-03-20-432-017).

Urquhart presented the case. Kevin Einfeld of BDR on behalf of property owner 233 LLC, has submitted a request for a zoning change from CB, Central Business District, to PD, Planned Development District, and a Preliminary Development.

Plan for a 128-room hotel at 233 Washington Ave. (parcel #70-03-20-432-017). With respect to the majority of parcels in the CBD, the parcel is large, 1.41 acres, with frontage on Columbus Ave., 3rd St., and Washington Ave.

A Planned Development requires approval of a preliminary development plan and rezoning of the property, which is subject to a recommendation by the Planning Commission and approval by the City Council. The applicant submitted a formal Planned Development and Rezoning application for the public hearing. Following approval of the preliminary development plan and rezoning, the applicant will provide a final development plan to the Planning Commission for approval. That plan will include the level of detail expected from a traditional site plan review per Sec. 40-115.04.

During the April 22nd work session, the Planning Commission expressed approval for the proposed preliminary development plan and rezoning to a Planned Development. Some concerns were raised about building height. However, proper design could minimize the broad application of the building height limitations.

The intent of Grand Haven Hotel PD is to provide additional lodging in the city located on an existing commercial site. 233 Washington is situated on the edge of the downtown, serving as the eastern entrance to downtown. The Central Business District does permit hotels by special land use, but the proposal for a 128-room professionally managed hotel offers guests the luxury of being positioned near downtown Grand Haven's bountiful amenities.

It's anticipated the project will occur in multiple phases.

Building Massing: Guidance standards do not place a limit on lot coverage. The preliminary plan calls for approximately 25% lot coverage. The development is largely compatible with the surrounding community.

Building Height: Sec. 40-421.03.C provides guidance on building height for commercial uses, four stories or 52 ft., the same as the CBD District. The preliminary development plan calls for a 5-story hotel with one main lobby, and 4 room levels. The height of the building triggered the option to pursue a Planned Development rezoning. Sec. 40-421.03 does permit building height in a Planned Development to a maximum of 96 ft. The applicant is proposing 1-story greater than the guidance standards and states the building layout and massing is vital for an effective business model.

Fumes & Odors: The development is not anticipated to produce any fumes or odors. All accessory uses will take place inside the hotel.

Dust & Litter: The preliminary development plan calls for dumpster enclosures located in the northwest corner. The project narrative states the existing parking lot will remain largely intact, reducing any dust that may occur during the construction phase.

Architectural Character: The architectural features of the conceptual rendering depict a traditional historic inspired brick exterior on the upper stories, and masonry block on the main level, aligning with the exterior cladding materials required in the CBD District. The conceptual rendering also includes building articulation every 20 ft. along the front walls. The main level appears to approach the required building transparency of 75%, and the upper stories also appear to satisfy the 40% transparency requirement. The roof will contain a different level of pitches and design, breaking up the building from street view, into an appropriate downtown scale. The conceptual rendering depicts upper stories that are slightly set back, establishing a breakup of the front walls. More details will come available for the final development plan which includes elevation drawings, façade details, and transparency calculations.

Artificial Lighting: Building lighting and parking lot lighting have not been detailed. All lighting shall meet Sec 40-317.

Traffic & Access: The preliminary development plan depicts three access drives off Columbus Ave. Internal parking will provide a drop-off and pick-up area. The parking lot will connect with the existing public alley behind the 200 block of Washington Ave buildings.

Stormwater Runoff: Stormwater will not be impacted as the site is currently built out. The applicant may consider the possibility of green roofs.

Noise: The hotel will generally produce the same amount of noise as any other commercial building. The hotel pool will be indoors, and outdoor cooking and gathering areas will be similar to any other hotel.

Visual Screening: The site is entirely built out, and screening can be difficult to apply practically. It is recommended the parking areas and spaces near the rear entrance receive visual screening in the form of landscaping.

Outdoor Storage: No outdoor storage is proposed.

Signage: The preliminary plan calls for minimal exterior signage. The applicant has indicated an illuminated wall sign, and projecting sign will be installed along Washington Ave. A full signage plan should be prepared for the final development plan.

Parking: The preliminary development plan calls for 128 parking spaces. Sec. 40-604 requires one parking space per hotel room. There will be 89 off street parking spaces located behind the building. The plans also include 39 on street spaces off 3rd St. and Washington Ave., near the front entrance. The ordinance does allow for a reduction of off-street spaces by permitted up to 50% of spaces to be on street. The current plan calls for approximately 29.6% of parking as off site. The applicant denotes the expected guest occupancy will exceed the 89 onsite parking spaces for only a 3-month period during the summer months. A Planned Development provided opportunity for a departure from parking requirements. Staff encourages a full detailed parking plan to accommodate full occupancy prior to final development plan approval.

Land Use: The future land use map in the adopted Master Plan identifies this property as central business district. A hotel aligns with the compatible uses of the CBD. The plan will also incorporate "Sherwood Forest" into the design. The space is intended to act as a quasi-public facility, maintaining a level of walkability and integration into existing downtown design. A maintenance agreement for the space may be implemented.

The City Planner has received around a dozen correspondences regarding this project. The main concerns are parking, the overall process, and height.

Tom Welling, 6pm Hospitality was present and talked about the economic impact. He also said the hotel would not be a Marriott corporation but would have local investors. He also mentioned during the majority of the year, there would be about 60% occupancy, which would meet the parking requirements. He mentioned discussions would be had with the surrounding neighbors during the busiest times in the summer to help accommodate. They also chose not to do food or beverage components in order to promote downtown businesses.

Dora opened public hearing at 7:40 pm.

Kelly Larson, 19373 Rosemary Rd. Spring Lake spoke, stating she was in favor of the hotel and requested that everyone be held to the same rules.

Amber Bushinski, 101 North Bridge Street, directly across from the site, feels that parking is an issue and that the parking lot in the complex she lives in will take the overflow. She also feels that this would not benefit her current residence.

Donna Schmidt, 528 Elliott, shared that her biggest concern is the additional traffic pollution in the downtown area. She is also worried about her property values.

Kathleen Nicholson, 216 Elliott, shared concerns about the infrastructure, general parking, and traffic issues and doesn't believe this will benefit the city.

Erin Lyons, 620 Clinton and owner of Jumpin Java, shared that she was excited about this project and had no concerns. She believes the hotel would serve as an anchor. She also loved that Lynne Sherwood would be used for open public parking.

Darrin Bream, 215 N 3rd, would like to know what the collaboration for parking is and feels it would eliminate a lot of concerns. He mentioned parking is reduced in the winter when snow is piled on them. Offered a suggestion of a green roof to help potential drainage.

Denny Dryer, 220 ½ Washington, stated he had concerns with the esthetics and having no setbacks.

Mike Star, 302 Grand, spoke in support of the hotel. He did voice concerns regarding parking and how overnight parking would be monitored.

Larry Hall, 200 Washington Unit 28, spoke regarding concerns about the balance between development and quality of life and the addition of traffic congestion and parking.

Tony Sicientelli, 608 Washington, also expressed concern about the parking situation. Feels that if the parking could get worked out, it would be a good thing for the city.

Roger Bergman. 214 Washington spoke in support of the hotel.

Jeffery Miller, 1120 S. Harbor, compared the hotel to existing hotel stats.

Tim Hemphill, 11 S First St., said he felt the hotel would be similar to a Residents Inn that does short-term rentals weekly and biweekly. Also, I feel more information is needed about the hotel.

Motion by **Pierce**, seconded by **Owens**, to close the public hearing.

All ayes.

Public Hearing closed at 8:09 p.m.

Borchers spoke regarding an all-on-site parking preference. He also wondered if there would be an on-site meeting space or banquet room. He feels there is still a lot of information that needs to come out before he feels comfortable voting either way.

Pierce stated he generally liked the plan and is interested in collaboration for parking. He also mentioned using more mass transit opportunities and felt that having a public parking area is also a great addition.

Kozanecki stated that parking is a problem. She would like to see some type of agreement for the additional parking and apply the requirements equally. While she is in favor of the hotel, she is not favorable with the height. She also feels more information is needed.

Owen spoke, stating she was not concerned with the height. She is also not as concerned with traffic due to the ebbs and flows of guests. She would like to see a softened exterior rather than

a brick wall. She also mentioned that the applicant asked for less than 30% of parking to be off-site and is in full support of the hotel.

Smolenska also echoes what fell commissioners said and fully supports an anchor for downtown. She also appreciated the block and brick style.

Vice Chair Galligan agreed with much of Commissioner Pierce's statement. He also appreciated what local business owners brought up and would also be okay with off-site parking.

Chair Dora expressed his appreciation for all who came out to speak. He felt this gave the developers an opportunity to hear many unanswered questions. He also mentioned that there would be future public hearings.

Motion by **Smolenska**, seconded by **Galligan**, to recommend to City Council approval of Case 25-16, a zoning change request from CB, Central Business District to PD, Planned Development District, and a preliminary development plan for a 5-story hotel located at 233 Washington Ave. (parcel #70-03-20-432-017), based on the information submitted for review and subject to the following conditions:

1. A departure from the building height guidance standard is approved to allow for a 5-story tall building, provided the roof pitch contains variations as depicted in the preliminary development plan.
2. The existing right-of-way dividing the parcel shall be vacated prior to the final development plan approval.
3. The "Sherwood Forest" portion of the preliminary development shall remain open and available for public use.
4. The tree lawn along Columbus Ave. will be re-established per Public Works specifications.
5. Landscaping around the perimeter of the property should be provided wherever possible to soften and screen the site.
6. The dumpster enclosure is limited to 6 feet in height and may be located on the property line.
7. Signage plan shall be submitted with Final Development Plan.
8. Exterior cladding materials shall meet the standards of the Central Business District.
9. The project will provide 89 on-site parking spaces. The remaining 39 parking spaces will be finalized through recorded shared parking agreement or other on-site parking exemptions prior to final development plan approval.

And the following findings of fact:

1. The Preliminary Development Plan conforms to the future land use plan and zoning plan in the adopted 2023 Master Plan.
2. The 128-unit hotel satisfies the DDA Master Plan, by providing a residential-style lodging accommodations to meet increased visitor demand. Also supporting a walkable, vibrant, and economically reliant downtown.
3. The preliminary development plan conforms to goal 10 of the adopted Economic Development Plan in which hospitality and tourism is an important part of the local economy, structured to offer visitors year-round memorable and enjoyable

experiences, while balancing the interests of local residents and the other key sectors of the economy.

Roll Call Vote.

Yeas: Owen, Borchers, Kozanecki, Skelly, Smolenska, Galligan, Pierce, Smelker, Dora

Nays: None.

Motion passed

Old Business

Case 25-13: Zoning Text Amendment to Sec 40-411.02.A, to permit short term rentals in the Centertown Overlay in the Neighborhood Mixed-Use District.

Urquhart presented the case. John Groothuis submitted an application for zoning change to amend Sec. 40-411.02.A of the Zoning Ordinance, a text amendment to allow short term rentals by right in the Centertown Overlay within the Neighborhood Mixed-Use district. Short term rentals are permitted in the following districts:

District	Permitted
CB, Central Business	By right
WF-2, Waterfront 2	By right
PD, Planned Development (some)	By right
DR, Dune Residential	By special land use
S, Southside	By special land use on a Key Street
OT, Old Town	By special land use on a Key Street

A robust and healthy discussion was held on April 30th during the joint meeting with the DDA. It was determined the best course of action would be to amend the zoning ordinance to permit short term rentals by special land use in the Centertown Overlay. The current standards listed in Sec. 40-513 for short term rental special land uses do not directly apply to the Centertown District. A subcommittee would be formed to create specific standards appropriate for the Centertown Overlay.

No action is required by the Planning Commission at this time. The direction is for the subcommittee to meet and draft specific short term rental special land use standards for Centertown Overlay. The text amendment would incorporate all other applicable sections, tables, charts, etc., necessary to avoid any contradiction.

If received in time, the language from the subcommittee for text amendment could be reviewed during the June Planning Commission meeting. Staff will need to confirm with legal counsel for any public hearing requirements.

Chair Dora mentioned that he was looking to get a consensus concerning the commissioner's direction regarding the subcommittee formed to meet and draft specific short-term rental special land use standards for Centertown Overlay.

Smolenska asked to be recused.

Borchers supported the subcommittee.

Pierce would like to give input on what standards for short-term rentals within the Centertown Overlay. Dora explained that the subcommittee would develop the standards, and the Commissioners would vote to add or subtract various restrictions. Pierce said there would be potential to support special land use but would have input regarding the process.

Kozanecki felt similarly to Pierce. However, she felt the special land use would be more of a compromise and was willing to see if they could make it work.

Vice-Chair Galligan stated he felt it should be allowed by right but would also be ok doing the special land use.

Owens agreed with Kozanecki about short-term rentals in Centertown. She also stated that she supports forming the subcommittee to draft the standards.

Dora was also in favor of moving ahead with the subcommittee and mentioned that David Skelly and Jennifer Smelker were interested in being part of that committee. He encouraged any other commissioners to see Brian if interested.

Election of Officers:

Discussions were held to elect Ryan Galligan as Vice Chair, Magda Smolenska as Secretary, and Mike Dora as Chair.

Motion by **Kozanecki**, seconded by **Borchers**, for the slate of officers to remain from July 1, 2025, to June 30, 2026.
All Ayes **Motion Passed.**

Zoning Board of Appeals Liaison Report:

Chair Dora made a motion to reappoint Amy Kozanecki as Zoning Board of Appeals Liaison, term beginning July 1, 2025, to June 30, 2026. This was seconded by **Borchers.**

Kozanecki reported last month's meeting was canceled.

City Planner Report:

City Planner thanked the Commissioners for their patience and hard work as they continued to work through these big developments and talked about how these decisions concerning rezoning and overlays. This will only help set things up for the Master Plan Review in the future.

Call to the Audience: Second Opportunity:

Darrin Breen, 215 N 3rd St, spoke regarding the subcommittee and advised that the rules would be easy for City employees and residents to follow.

Motion by **Kozanecki**, seconded by **Galligan**, to Adjourn.
All Ayes **Motion Passed.**

Chair Dora adjourned the meeting at 8:56 p.m.

Melissa Bos, Executive Assistant to City Manager



Empowering Businesses. Building Communities.

May 22, 2025

Mayor Bob Monetza
City of Grand Haven | Grand Haven City Council
519 Washington Ave
Grand Haven, MI 49417

Dear Mayor and City Council Members,

On behalf of The Chamber of Commerce Grand Haven, Spring Lake, Ferrysburg I would like express our enthusiastic support for the proposed development of Marriott Residence Inn by 6PM and BDR in our downtown district. As a community that thrives on the strength of its tourism industry, we believe this project represents a vital and timely investment in the future of the City of Grand Haven.

Our area has long been a cherished destination for summer visitors, and while that seasonal economy continues to be a cornerstone of our identity, we recognize the importance of expanding our capacity to welcome guests year-round. A new hotel in the heart of downtown would not only enhance our ability to attract visitors during every season, but it would also serve as an essential amenity for our local businesses and industries, providing a convenient and well-appointed lodging option for their out-of-town clients, vendors, and partners.

In addition to meeting an ongoing need for accommodations, this project would deliver meaningful economic benefits to our community. It would create new jobs, increase foot traffic for our downtown restaurants, shops, attractions, and generate additional revenue opportunities that support the long-term vitality of our local economy. By diversifying our visitor base beyond the peak summer months, this hotel would help stabilize and grow our hospitality, retail, and service sectors throughout the year. Merchants in downtown, center town and the east end will all benefit from the development of this new hotel.

The Chamber strongly supports development initiatives that align with our mission of fostering a thriving and sustainable business environment that empowers businesses and builds communities in the City of Grand Haven and Northwest Ottawa County. We believe this project does just that — offering both immediate and lasting benefits for residents, business owners, and visitors alike.

Thank you for your consideration of this important project. We look forward to working alongside our partners to bring this vision to life and further strengthen our community's appeal as a welcoming, dynamic destination in every season.

Sincerely,

Mark R. Allen, IOM

President & CEO

The Chamber of Commerce Grand Haven, Spring Lake Ferrysburg
mallen@grandhavenchamber.org

**The Chamber of Commerce – Grand Haven, Spring Lake, Ferrysburg
One South Harbor Drive | Grand Haven, Michigan 49417 | 616.842.4910**

Attachment F



MEMORANDUM

TO: Ashley Latsch – City Manager

CC: Eric Law – Filtration Plant Superintendent

FROM: Derek Gajdos – Project Management Director *DG*

DATE: May 22, 2025

SUBJECT: HDR Task Order 019- Task 006 - Ground Water Monitoring Proposal FY 25/26

HDR has completed a proposal to conduct the Coal Combustion Residual (CCR) required groundwater monitoring activities for Fiscal Year 2025/2026. The proposal includes all associated reporting requirements and laboratory fees.

City staff have reviewed the proposal and determined it to be appropriate and in compliance with the current CCR requirements. In addition to meeting the annual requirements, HDR will be performing groundwater background calculations that are required to be reevaluated every other year. The last time these values were calculated was in 2023.

This request was brought to the BLP Board for consideration on May 15, 2025 and approved for reimbursement according to the COGH/BLP Harbor Island Approval Procedure.

Therefore, City staff is recommending City Council approve Task Order 019 – Task 006 for FY 25/26 Ground Water Monitoring for the not to exceed amount of \$414,608.

The proposal is attached for reference.



MEMORANDUM

TO: GHBLP Board of Directors

CC: Ashley Latsch – City Manager
Rob Shelly – BLP General Manager
Eric Booth – Operations and Power Supply Manager
Paul Cederquist – Utility Compliance Specialist

FROM: Derek Gajdos – Project Management Director *DG*

DATE: May 5, 2025

SUBJECT: HDR - FY 25/26 Ground Water Monitoring Proposal

HDR has completed a proposal to conduct the Coal Combustion Residual (CCR) required groundwater monitoring activities for Fiscal Year 2025/2026. The proposal includes all associated reporting requirements and laboratory fees.

City staff have reviewed the proposal and determined it to be appropriate and in compliance with the current CCR requirements. In addition to meeting the annual requirements, HDR will be performing groundwater background calculations that are required to be reevaluated every other year. The last time these values were calculated was in 2023.

Therefore, City staff is requesting the BLP Board approve the Task Order 019 – Task 006 for FY 25/26 Ground Water Monitoring for the not to exceed amount of \$414,608. If approved by the BLP Board, City Council will consider the same request at its June 2, 2025 Council Meeting.

The proposal is attached for reference.



April 16, 2025

Derek Gajdos
Program Management Director
City of Grand Haven
Grand Haven, MI 49417
dgajdos@grandhaven.org

**Re: FY 2025-2026 Task Order 19 for HDR Task 006
Former J.B. Sims Generating Station
Annual Groundwater Sampling + Reporting through June 30, 2026**

Dear Derek,

HDR appreciates the opportunity to continue to assist the City of Grand Haven with the Coal Combustion Residuals (CCR) compliance at the former J.B. Sims Generating Station (Sims) owned by the Grand Haven Board of Light & Power (GHBLP). This scope amendment is for HDR to continue the groundwater sampling and reporting through June 30, 2026.

Task Order

This scope amendment is for HDR to continue the groundwater sampling and reporting through June 30, 2026.

PART 1.0 PROJECT DESCRIPTION:

As HDR continues to support the City of Grand Haven (City) with environmental services related to the Former J.B. Sims (JBS) Generating Station at Harbor Island, this task order will include additions in funding for the following task as a continuation of our services:

Task #	Description
Task 006	Groundwater Monitoring – CCR

PART 2.0 SCOPE OF SERVICES

Task 006 Quarterly Ground Water Monitoring & Reporting – CCR

The sampling events to be performed under Task Order #019 will be as follows:

Sampling Date
July 2025
October 2025
January 2026
April 2026

For each sampling event, the following is typically performed:

- Collect water level data from wells, staff gauges, piezometers, and stilling wells before each sampling event.
- Surface water and groundwater sample collection and analysis in compliance with the Hydrogeologic Monitoring Plan
- Data validation for each sampling event.
- Data management for each sampling event.
- Water level and water quality data analysis, interpretation, contouring, mapping, and graphing for each sampling event.
- Statistical analysis to evaluate for exceedances after each assessment monitoring event.

HDR will send the groundwater samples to Trace Analytical for analysis of federal CCR Rule Appendix III and Appendix IV parameters plus State Part 115 parameters and total suspended solids.

The project Statistical Procedures Plan states that the site-specific groundwater background values will be updated on an approximate two-year basis. The last background concentrations calculations were completed after the August 2023 sample event. Therefore, following receipt of laboratory data from the October 2025 sample event, HDR will complete a statistical update to the background values and update the Background Statistical Certification Report.

DELIVERABLES:

- Draft/Final Second Quarter Groundwater Monitoring Report – State (July 30, 2025)
- Draft/Final Semiannual Progress Report for Selection of Remedy - Federal (July 31, 2025)
- Draft/Final Third Quarter Groundwater Monitoring Report – State (October 30, 2025)
- Draft/Final Fourth Quarter Groundwater Monitoring Report – State (January 31, 2026)
- Draft/Final Annual Groundwater Monitoring Report and Corrective Action Report and Semi-Annual Remedy Selection and Design Progress Report – Federal (January 31, 2026)
- Draft/Final 1st Quarter Groundwater Monitoring Report – State (April 30, 2026)
- Draft/Final Background Statistical Certification Report – State and Federal (first quarter 2026)

SCHEDULE:

- Report dates are indicated above.

KEY UNDERSTANDINGS:

- HDR is allocating 10 hours per report to address comments from EGLE on the submitted reports.
- Under another task HDR has proposed to complete a Facility Evaluation Report that may identify CCR management units, which may require groundwater monitoring. If that is the case, additional groundwater monitoring locations may be necessary.

PROJECT MANAGEMENT

- HDR will provide management to initiate, monitor and review technical deliverables for this task. HDR will assign a dedicated Project Manager who will be responsible for the overall execution of this task, including scheduling, coordination with the city and monitoring the scope, schedule, and budget. HDR's Project Manager will update the current Project Management Plan (PMP) to reflect the additional scope, schedule, and budget associated with this task order.

PART 3.0 OWNER'S RESPONSIBILITIES:

- Provide HDR's Team access to site.

PART 4.0 PERIODS OF SERVICE:

- HDR anticipates these services will be performed through June 30, 2026

PART 5.0 ENGINEER'S FEE:

The Engineering Fee presented below is based on the 2025 Rate Schedule previously provided by HDR to the City of Grand Haven with a 3% escalation from 2025 billing rates to determine 2026 billing rates.

Task #	Task Description	Hours	Labor	Subcontractors	Expenses	Total
006	CCR Groundwater Sampling + Reporting	1,545	\$290,138	\$110,070	\$14,400	\$414,608
Total		1,545	\$290,138	\$110,070	\$14,400	\$414,608

PART 6.0 OTHER

None.

Approval

We appreciate the opportunity to continue this work with the City. If you have questions, please feel free to contact me at 734-332-6405 or Lara.Zawaideh@hdrinc.com.

ENGINEER

(Approval required by all listed below)



04/16/2025

Project Manager

Lara Zawaideh, PE ENV SP
Associate Vice President | Area Business
Development Leader

Date

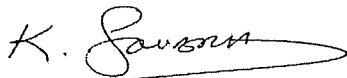
CLIENT

(Approval required by authorized signatory)

Authorized Signatory:

Robert Monetza
Mayor

Date



04/16/2025

Authorized Signatory:

Khaled S. Soubra, PhD, PD, LEED AP
Vice President | Michigan Area Manager

Date

Authorized Signatory:

Maria Boersma
City Clerk

Date



MEMORANDUM

TO: Ashley Latsch – City Manager

CC: Eric Law – NOWS Plant Superintendent

FROM: Derek Gajdos – Project Management Director *DG*

DATE: May 22, 2025

SUBJECT: HDR Task Order 020 – Task 014 – General Coordinating Tasks for FY 25/26

HDR has completed a proposal to conduct General Coordinating tasks for Harbor Island Remediation for Fiscal Year 2025/2026. The proposal includes general coordinating efforts, website maintenance, community engagement and support.

City staff have reviewed the proposal and determined it to be appropriate for the City's responsibilities and desires for community engagement and transparency. HDR has done an excellent job over the past few years with our Renew Harbor Island efforts.

Therefore, City staff is recommending City Council approve HDR Task Order 020 – Task 014 for FY 25/26 General Coordinating tasks in the not to exceed amount of \$165,692.

The proposal is attached for reference.



March 31, 2025

Derek Gajdos
Project Management Director
City of Grand Haven
Grand Haven, MI 49417
dgajdos@grandhaven.org

RE: FY 2025-2026 Task Order 20 for HDR Task 14.0
The City of Grand Haven, Michigan - Harbor Island Environmental Services

Dear Mr. Gajdos,

HDR appreciates the opportunity to continue to assist The City of Grand Haven with the Harbor Island Environmental Services. This Task Order request is for HDR to continue providing services through Fiscal Year 2025-2026 (July 1st, 2025 – June 30th, 2026) related to the Engagement support around the work taking place at the former JB Sims Generating Station at Harbor Island.

Task Order

Part 1.0 Project Description

As HDR continues to support the City of Grand Haven (City) with environmental services related to the former JB Sims (JBS) Generating Station at Harbor Island, this Task Order covers community and stakeholder engagement activities from July 2025 through June 2026.

Part 2.0 Scope of Services

Task 014 Engagement Support

Based on the anticipated future engagement support, HDR recommends consolidating the previous engagement tasks into one task, Task 014. Task 014 combines previous Tasks 011 (Meeting Coordination), 012 (CAG and Townhall), 013 (Website) and 014 (Engagement Support).

Task 014.1, Meetings

Services will continue to support team meetings, and public presentations with the Council and BLP and as-needed meetings with regulators. Services will include four (4) HDR staff on average for one-hour, bi-weekly meetings for the year, plus additional time for project manager or proxy to provide up to two (2) public presentations.

FY 2025-26 hours = 160 combined hours

Task 014.2, CAG/Townhall

HDR will provide continued engagement support to educate, inform and solicit feedback from the community of Grand Haven around the work being done on Harbor Island. Included in the

engagement support is to plan and host one Townhall event per fiscal year to share project updates with the community of Grand Haven. The Townhall services will include the development of a PowerPoint presentation, facilitation plan, presenting and facilitation, and meeting summary document following the event. HDR will manage invitation and RSVPs, as needed, for attendance and meeting logistics. HDR will manage team meetings to prepare participants.

Town Hall participants will include –

- Strategic Communications Lead
- Project Manager
- Up to three (3) Subject Matter Experts (PFAS and CCR)
- City of Grand Haven representatives

Included in the Engagement Support task will be quarterly updates to the established Community Advisory Group (CAG) via newsletter content creation and distribution. Up to two virtual CAG Meetings of up to two (2) hours in length per fiscal year. Support for the CAG includes management of participant contact list, creation of PPTs for virtual meetings (one per meeting), invitations and management of RSVPs, and additional coordination and facilitation.

CAG meetings will be held virtually via the Teams platform and is anticipated to last two (2) hours. The following staff will participate:

- Strategic Communications Lead
- Project Manager
- Subject Matter Expert
- Optional, additional subject matter experts as needed

FY 2025-26 hours = 250 combined hours

Task 14.3 Website Support

Up to 200 hours a year will be dedicated to the maintenance and updating of www.RenewHarborIsland.org, with input from the City of Grand Haven, along with social media, newsletter and website content development for use by the City of Grand Haven on additional city-run platforms as requested.

2025-26 = 200 combined hours

Task 14.4 Engagement Support

Graphic support is provided under the Engagement Support task, providing visuals to aid in the dissemination of information to the public. Graphic support will be used in PPT presentations and on the Renew Harbor Island website. Visuals will be available for print, with printing expenses paid for by the City.

FY 2025-26 hours = 216 combined hours

DELIVERABLES

- Meeting invitations
- Meeting reminders
- Three (3) PowerPoint Presentations (two CAG, one Townhall)
- Two (2) Agendas (CAG)
- One (1) Facilitation Plan (Townhall)
- One (1) Meeting Notes/Summaries (Townhall)
- Four (4) Newsletter Updates (CAG)
- Under 14.3, up to 200 hours a year dedicated to website update and maintenance of www.renewharborisland.org as well as social media, newsletter, website content, as requested, for City-facilitated communications platforms.
- Under 14.4, up to 50 hours of graphic support for PPTs, posters, website and other city requests.

SCHEDULE

CAG newsletter updates are anticipated to take place quarterly between June 2025 and June 2026. A Townhall is anticipated in the fall, with a CAG meeting set to take place prior to the Townhall to inform and solicit feedback from the group. A draft schedule is below:

- July 9, 2025 Newsletter
- October 22, 2025 Virtual CAG and follow up Newsletter
- November 6, 2025 Townhall
- January 21, 2026 Newsletter
- April 22, 2026 Newsletter

ASSUMPTIONS

- CAG meetings will be held virtually through Teams.
- CAG meetings will be no longer than two (2) hours in length.
- Invitations to attend CAG meetings will be sent using Outlook calendar invite and RSVPs will be managed by HDR.
- At least one representative from the City of Grand Haven will participate in CAG meetings.
- Townhall will be hosted in a City facility and booked by the City of Grand Haven.
- At least one representative from the City of Grand Haven will participate in the Townhall.
- The City will support publicity of the Townhall.

Part 3.0 Owner's Responsibilities

- Participate and attend all CAG and Townhall meetings.

Part 4.0 Periods of Service

HDR anticipates completing these tasks by 06/30/2026 based on a notice to proceed (NTP) of June 3, 2025.

Schedule

HDR will plan to execute the schedule above upon NTP.

Part 5.0 Engineer's Fee

Cost Proposal

HDR proposes to perform this work on a time and materials basis with a not to exceed fee as shown below, in accordance with the terms and conditions of our existing agreement with Grand Haven dated January 27, 2022. Fee includes rates in 2026 which includes a 3% escalation on the 2025 Rate Schedule.

Task 14	Task Description	Hours	Labor	Expenses	Total
14.1	Meeting Coordination	160	\$41,239		\$41,239
14.2	Community Advisory Group/Town Hall	250	\$55,418	\$1,580	\$56,918
14.3	Website	200	\$30,277		\$30,277
14.4	Engagement Support	216	\$37,258		\$37,258
	Total		\$164,112	\$1,580	\$165,692

PART 6.0 OTHER:

None.

Approval

We appreciate the opportunity to continue this work with Grand Haven. If you have questions, please feel free to contact me at 734-332-6405 or Lara.Zawaideh@hdrinc.com.

ENGINEER

(Approval required by all listed below)



04/01/2025

Project Manager

Lara Zawaideh, PE ENV SP

Associate | Area Business Development Leader

Date

CLIENT

(Approval required by authorized signatory)

Authorized Signatory:

Robert Monetza

Mayor

Date



04/01/2025

Authorized Signatory:

Khaled S. Soubra, PhD, PD, LEED AP

Vice President | Michigan Area Manager

Date

Authorized Signatory:

Maria Boersma

City Clerk

Date

Attachment G



**CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN**

LAKE FOREST CEMETERY BOARD

Agenda

April 14, 2025

Notice and agenda of a regular meeting of the Grand Haven Lake Forest Cemetery Board to be held on April 14, 2025, 2025 at **3:00** p.m. at the Lee Memorial Chapel, 1304 Lake Avenue, Grand Haven, Michigan.

Board members unable to attend the meeting are requested to telephone Derek Lemke, City Staff Liaison at 847-3493.

1. ROLL CALL

Ronald Streng
Cynthia Crane
Dennis Scott
Chuck Fuller
Jerry Swifney

2. Approval of Minutes

Minutes from the March 10, 2025 and March 31, 2025 meeting were presented to the board.

3. Public Comment

4. OLD BUSINESS

5. NEW BUSINESS

- a. Schedule site walk through with City Staff for Potters Field Project
- b. Discuss changing rules and regulations regarding seasonal décor

5. Public Comment

6. Adjournment

Meeting was adjourned at _____

CENTRAL PARK PLACE, A/K/A GRAND HAVEN COMMUNITY CENTER

February 24, 2025

MINUTES

Present: James Porenta, Dawn Wolfe, Martha Alexander, Guests, Bob Monetza present. Absent: Doug VanOss and Angela Sorenson.

Motion to approve minutes, by Alexander, 2nd by Wolfe, all in favor.

COMMITTEE REPORTS:

MARKETING: Angela reviewed social media reports and provided feedback for Char to discuss with Leverage before a new contract is signed. Doug introduced Char to Mark Tanis to discuss marketing ideas and he provided some suggestions and an overview of the website with some suggestions.

COMMUNITY: Dawn has been working on getting detail regarding our competitors so that we can be better informed amount the services. This will help us to better strategize our position in the marketplace and to make beneficial referrals to individuals that we cannot assist.

ARTS: Char and Martha met to discuss strategies for integrating the arts at Central Park Place. With our frontline person leaving, this gives the organization an opportunity to review the position and incorporate arts programming as part of the job duties. The board recommended the change. Char will discuss with Assistant City Manager Dana Kollewehr and finalize a new job description with the HR Director. The goal will be to have a new person in place by May 1.

Martha shared about the opportunities that she has recently had for teaching a class at the Holland Arts Council for students with disabilities, "Arts for Everyone". These are the types of programming ideas that can take place if we have an arts administrator on staff. We have the online reservation software that can be utilized to assist in registering people for classes, which is a huge benefit for scheduling classes.

ORGANIZATIONS: No report at this time.

FINANCE: The most recent monthly analysis was provided.

Discussion was had about the limitations for growth in the wedding business due to lack of staffing. Some ideas that were brought up by Dawn were to consider a 1099 employee that is paid a commission to grow and manage the wedding rentals. This would give Char the time she needs to build other community partnerships and provide the additional revenues needed to bring the budget into a more acceptable position. Char will discuss with Assistant City Manager Kollewehr and Finance Director about this possibility and bring back more financial information to the board next month.

Further discussion was had to possibly have internships with college students from local colleges to fill in the staffing gaps. Char will provide an analysis of the schedule and how it could possibly be covered using volunteers.

UNFINISHED BUSINESS:

Mayor Monetza has an interested community member to fill Angela's position. They just do not have any marketing experience. Char will speak with Angela to see if she would still be willing to review the marketing reports monthly, regardless of the outcome, the Mayor would like to move forward with the new member, releasing Angela from her commitment to stay until a new member is found.

Chamber Bash will be held at Central Park Place on April 17th.

Meeting adjourned at 5:55 pm.

CALL TO ORDER:

COMMISSIONERS: Joe Middleton, Elizabeth Pool, Mike Poort, Georgette Sass, John Williams

CITY LIAISON: Michael England, Ashley Latch

APPROVAL OF AGENDA: Poort motioned to approve agenda. Second Williams; approved

PUBLIC COMMENT: *Members of the audience may address the Commission on any item, whether on the agenda or not. Those addressing the Commission are asked to provide their name and address and will be limited to three minutes of speaking time. The Commission will hear all comments for future consideration but may not have a response at this time.*

APPROVAL OF MINUTES: Poort motioned to approve January minutes; Second Sass; approved, Pool motioned to approve February minutes. Second Sass; approved

AGENDA

NEW BUSINESS:

- A. **Discussion** – Superintendent Perkowski of Grand Haven Area Public Schools is an invited speaker (email communication of invitation and response on [Google Drive](#) and attached to email sent with this agenda). She will be available to answer questions from the Duncan Park Commission (DPC) related to a possible submission of a Use Permit on behalf of GHAPS. Mary A White elementary school as our neighboring property had been using Duncan Park without a Use Permit. It was communicated to GHAPS (Sass) that continued use of Duncan Park in any capacity would require a Use Permit. This property will now become a nature-based early learning center in collaboration with the Outdoor Discovery Center. **Outcome** – Commissioners need to understand exactly what use is desired by GHAPS for this program. **Suggested Motion** – No motion at this time as no Use Permit has been submitted.

Present at the meeting:

Travis Williams CEO- Outdoor Discovery Network

Bob Wandel Ed Network Director Outdoor Discovery Network

Nate Bosch Architect Outdoor Discovery Network

Ben Heerspink Land Stewardship Manager Outdoor Discovery Network

Mary Jan Evink GHAPS Curriculum Director Outdoor Discovery Network

Melanie VerDuin Young-Fives teacher Outdoor Discovery Network

- B. **Discussion** – Loutit Library has submitted a Use Permit (on [Google Drive](#) and attached to email sent with this agenda). The activity requested in the park occurs June 15 – June 29, 2025. **Outcome** – DPC will discuss and vote on the Use Permit from Loutit Library.

Motion by Sass to approve use of Duncan Park for a Storybook Walk in June 2025. Second Williams; Approved 5-0

- C. **Discussion** – West Michigan Ground Services responded to our request to amend their 2025 contract to . **Outcome** – Duncan Park Commission will identify how routine lawn and spring/fall clean-up of the park will be handled for 2025.

Motion by Poort to approve the 2025 contractual relationship with West Michigan Ground Services for work in the park. Second Williams; Approved 5-0

OLD BUSINESS:

- A. **Discussion** – Duncan Park rules/guidelines and their enforcement was discussed at the January 2025 meeting. Updates on signage and installation of a front gate in the park to be

Duncan Park Commission – March 18, 2025; Regular Meeting; 6:00pm

Grand Haven City Hall, Council Chambers, Grand Haven, MI

provided by commissioners. **Suggested Motion** – Specific motion to be generated based on discussion.

Poor motion to request Michael England to provision two 10mph signs and one curve sign. Second: Sass; approved 5-0

- B. **Discussion** – The Duncan Park Commission 2025 fellowship to engage students in a paid, supervised activity to benefit the park has been advertised. Updates on progress will be provided. **Suggested Motion** – to be generated as needed.

No applications submitted at this time.

COMMISSIONER'S REPORTS: *These are limited in scope, representing a report of activities relevant to Duncan Park and DPC. These will be limited to 3 minutes. Discussions or actions that require detailed consideration or a vote should be placed as an agenda item under NEW BUSINESS.*

CITY LIAISON REPORT: WAITING ON STATE TO APPROVE WATER MAIN PROPOSAL THAT WILL AFFECT DUNCAN PARK. WILL FOLLOW-UP ABOUT SIGNS AND LOCKING UP THE PARK AT NIGHT.

TREASURER REPORT: March financial documents are posted on our Google Drive and attached to the email sent with this agenda.

UPCOMING EVENTS OF IMPORTANCE: CANCELED March 3 (7:00 - 7:30pm; City Hall) Michigan DNR experts Chad Stewart (Deer, Moose, and Elk Specialist) and Nik Kalejs (Wildlife Biologist) will present drone flyover data and street counts of Grand Haven deer at the City Council Work Session

Volunteer Day is April 19

Earth Day Event: April 26

PUBLIC COMMENT:

ADJOURNMENT: 7:45PM

NEXT MEETING: April 15, 2025 @6pm

Approved minutes respectfully submitted by:

A large, stylized handwritten signature in black ink, which appears to read "Elizabeth Pool".

Elizabeth Pool

Duncan Park Commission
April 10, 2025 Special Meeting; 6:00pm
Duncan Park, Grand Haven, MI

CALL TO ORDER: 6:01PM

COMMISSIONERS PRESENT: Elizabeth Pool, Mike Poort, Georgette Sass

CITY LIAISON: Michael England

APPROVAL OF AGENDA: Motion by Pool to approve agenda; second Poort. Approved 3-0

PUBLIC COMMENT: *Members of the audience may address the Commission on any item, whether on the agenda or not. Those addressing Commission are asked to provide their name and address and will be limited to three minutes of speaking time. Council will hear all comments for future consideration but may not have a response at this time.*

AGENDA

SPECIAL SESSION BUSINESS:

- A **Discussion** – The 2025/2026 Budget for Duncan Park must be delivered to the city council for their consideration by April 15. **Motion** – Approve proposed Budget as outlined in the table below.

Proposed 2025/2026 Budget:

Dept 535 - DPW-Duncan Woods

101-535-750.00	Oper Materials & Supplies	3,000.00
101-535-801.00	Professional/Contractual	14,900.00
101-535-920.00	Electricity	700.00
101-535-922.00	Water & Sewer Charges	1,400.00
Total Dept 535 - DPW-Duncan Woods		20,000.00

Motion by Sass to approve budget as outlined in the table above; second Poort. Approved 3-0

ADJOURNMENT: 6:02

NEXT MEETING: April 15, 2025 at 6:00pm

Approved minutes respectfully submitted by:



Elizabeth Pool

CITY OF GRAND HAVEN
HISTORIC CONSERVATION DISTRICT COMMISSION
REGULAR MEETING MINUTES
WEDNESDAY, JANUARY 15, 2025 AT 5:00 PM
GRAND HAVEN CITY HALL
CITY COUNCIL CHAMBERS
519 WASHINGTON AVE.
GRAND HAVEN, MI 49417

Call to order: Chair Chad Fisk at 5:00 PM

Roll call of members present: Chair Chad Fisk, Secretary Linda Rosema, Members Nina Bryhn, Erik Bye, Liza Dora and Robyn Vandenberg

Absent: Patrick Qua was excused.

Others who may be present: Brian Urquhart, City Planner and Administrative Liaison; Kate Crosby, Tri-Cities Museum Advisory Member; Jeanette Weiden, Loutit District Library Representative, Chandi Pape, DDA and Dana Kollewehr, City of Grand Haven

Liza Dora's role was clarified as filling a vacant role on the board until a replacement is appointed by the mayor.

- 1) General Business Call to the Viewing Audience (No one Spoke)
- 2) Planning Commission Site Plan Reviews
 - a. Brian Urquhart, City Planner, had nothing at this time.
- 3) SHPO-Chandi Pape, DDA, and Dana Kollewehr, Assistant City Manager of Grand Haven
 - a. Chandi stated that grants are available through the Certified Local Governments Program through the State Historic Presidents Office (SHPO)
 - b. To qualify for grants a community needs to have an ordinance and a Historic District, Grand Haven has both. The program gives more tools to the city, it is funded by the National Parks Service and can be used for grants for public or government owned properties, not privately owned. It helps preservation projects move forward, no matching dollars are necessary.
 - c. Chandi and Dana will present the program to City Council, they are looking for a recommendation to present to the council from us. The grant cycle opens in the Fall to submit a grant application.
 - d. A motion was made by Member Vandenberg and seconded by Member Bye to recommend the application for SHPO certification to City Council. The motion passed unanimously. Chair Chad Fisk will write a letter of recommendation.
 - e. Chandi Pape invited everyone to MI Mainstreet meetings, they meet three times a year.
- 4) Approval of Regular Meeting Minutes of November 20, 2024
 - a. Member Dora made a motion to correct the minutes to read that Mr. Moser had made a presentation to the HCDC Board about his concerns on repairs to the brick on his building.
 - b. Member Bryhn seconded the motion to correct.

- c. A letter was submitted to Jyace Stutsman concerning the Toasted Pickle property, will be tabled to #7 on the agenda.
 - d. Member Dora made a motion to accept the minutes as corrected, Chair Fisk seconded the motion, the motion passed unanimously.
- 5) Tri-Cities Museum Advisory Member Update
- a. Kate Crosby reported upcoming events at the museum:
 - b. Friday, February 14, Valentine's Day Tea Party at 10 AM, bring Teddy Bears!
 - c. A new exhibit Captured Moments, featuring Lewis Cross will be open March 1-August 10.
- 6) Loutit District Library Representative Update
- a. Jeanette Weiden reported on upcoming events at the library:
 - b. January 27-History Hounds-Grand Rapids Furniture City
 - c. February 2-Concert Series-Jim Cooper-Jazz
 - d. February 6-Cozy Classic Music Trivia-7PM-Odd Side Ales
 - e. February 10-Nunica Crime
 - f. February 11-Chocolate Talk-Patricia's Chocolates
 - g. Courtney Beattie from the library may be coming to some meetings for Jeanette in the future. She will be at the next meeting with Jeanette.
- 7) Updates & Reports/Comments By HCDC Members
- a. Chair Fisk stated that Jill and Dave Sawyer from Grand Haven Informed had written a letter to Jyace Stutsman from 112 Washington Ave. with our suggestions and recommendations on his proposed additions to the building. Brian Urquhart stated that Mr. Stutsman had requested an extension from the Planning Commission with his active application. We will receive a packet next month with more information on the application. No action will be taken at the February 11 Planning Commission Meeting.
 - b. Member Dora thanked Chair Fisk for the Christmas Party provided by his family.
 - c. Chair Fisk shared his goals for 2025; he would like to wrap up printing the brochures, Brian Urquhart will check with VerDuin's on cost again, members will help distribute and check quarterly on stock in each place. We need to discuss replacing plaques, they can possibly be paid for with grant money. We can possibly amend the local ordinance to include landmark buildings, monuments not in a historic district and align them with Federal and State requirements.
 - d. Member Vandenberg reported that the old Bennett house near Mulligans Hollow is getting a new foundation.
 - e. Chair Fisk heard that the old Train Depot on Jackson may be torn down, do an addition or change to housing.
- 8) Second Call to the Viewing Audience (No one spoke)
- 9) Adjournment
- a. Member Vandenberg made a motion to adjourn, seconded by Member Bryhn, motion passed unanimously. Chair Fisk adjourned the meeting at 6:20 PM.

Respectfully submitted,
Linda Rosema, Secretary

City of Grand Haven
Historic Conservation District Commission
Regular Meeting Minutes
Wednesday, February 19, 2025 at 5:00 PM
Grand Haven City Hall
Council Chambers
519 Washington Ave.
Grand Haven, MI 49417

Call to order: Chair Chad Fisk at 5:00 PM

Roll call of members present: Chair Chad Fisk, Secretary Linda Rosema, Members Patrick Qua and Robyn Vandenberg

Pre-excused absences: Nina Bryhn and Erik Bye

Others who may be present: City Planner Brian Urquhart, Tri-Cities Museum Advisory Member Kate Crosby, Loutit District Library Representative Jeanette Weiden and Courtney Beattie, a staff member at Loutit Library who has a degree in Historic Preservation and does research in our local history.

We have a new member of the HCDC, Amy Prinzi, who has been appointed but not sworn in yet.

- 1) General Business Call to the Audience (allowed 3 minutes each)
 - a. Lisa Dora thanked the board for allowing her to serve until Amy Prinzi was appointed.
- 2) Planning Commission Site Plan Reviews
 - a. City Planner Brian Urquhart updated us on the Toasted Pickle property at 112 Washington Ave. Final plans have not been submitted, it looks to be 4 stories tall, 52' is allowed. We had a discussion about materials and lack of details and need a more finished plan before submitting to the Planning Commission.
 - b. Kate Crosby suggested we make guidelines for renovations with preferred ideas, according to an ordinance. Chad Fisk would be open to working on that, would involve concerns about height, more harmonious colors with not so much contrast and less impact.
- 3) SHPO
 - a. City Planner Brian Urquhart thanked the board for a letter of support to City Council, the next step is waiting to hear back on CLG #19. Once we comply we can apply, the CLG application comes first.
 - b. We had discussion about the clarification process. We could possibly form a sub-committee of 3 members or the entire group to meet outside of regular meetings.
- 4) Approval of Regular Meeting Minutes of January 15, 2025.
 - a. Motion to approve was made by Member Vandenberg and seconded by Member Qua. The motion passed unanimously.

- 5) Tri-Cities Museum Update-Kate Crosby, Museum Advisory Member reported on upcoming events.
 - a. Captured Moments-13 new pieces in the last 5 years from Lewis Cross-starts 3/1
 - b. Alphabet Scavenger Hunt-3/5
- 6) Loutit District Library Update-Jeanette Weiden, Loutit District Library Representative
 - a. Jeanette introduced Courtney Beattie from the library, she will start attending our meetings with Jeanette or as the representative of the library.
 - c. Upcoming events are:
 1. Who Walked the Streets-A Virtual Program at 6:30 on 2/18
 2. History Hounds-Baseball-2/24-First Tuesday of the Month
 3. Murder on Beechtree Program-Jeanette Weiden-about Dr. John Alguire
 4. 1891 digital to current is now available at the library
- 7) Updates and Reports/Comments by Board Members
 - a. Chair Fisk and VerDuins will print new brochures for all 7 districts, need to be water resistant, we will have next month to distribute. There will be 3 new condos at 300 Washington.
 - b. Kate Crosby asked if the Forum Building was in the Historic District of Old Town zoning. Brian Urquhart stated a 5 story building can go up on the same footprint, a PD is possible, the building will come down soon. Should we account for the history of the Forum Building with photos, etc.? We discussed doing a survey and documentation of contributing buildings within historic districts and combine with SHPO.
 - c. Brian Urquhart reported that the old train depot on Jackson St. renovation plans will be brought to review, the owner will preserve as much as possible and remain intact. There is nothing back on repairs from Mr. Moser at the Aldea Building yet.
- 8) Second Call to the Audience (No one spoke)
- 9) The meeting was adjourned at 6:15 PM

Respectfully submitted,
Linda Rosema
Secretary

City of Grand Haven Human Relations Commission

Thursday February 27, 2025, called to order at 5:33 p.m.

City Hall [519 Washington Grand Haven, MI 49417]

The Highlights:

The regular meeting of the Grand Haven Human Relations Commission was called to order by Keith Colson at 5:33 p.m. in the council chamber of Grand Haven City Hall [519 Washington Ave. Grand Haven, MI 49417]

Commission Members present: Amber Mendiola-Suarez, Keith Colson, Greta Fuller, and Steve Termolen.

Commission Members absent: Emmett Brown

Community Members present: Ashley Latsch, City Manager.

Others Present: Five individuals from the community were present.

1. Upon the presentation of the Agenda, Comm. Mendiola-Suarez motioned to approve said agenda with Comm. Termolen seconding the motion.
2. Upon the presentation of the November meeting Minutes, Comm. Termolen motioned to approve said November meeting minutes with Comm. Mendiola-Suarez seconding the motion.
3. A welcome call to the audience is made by Comm. Colson. Joann from Grand Haven stated her opposition to Grand Haven becoming a Sanctuary City. Joann stated her opposition to DEI initiatives.
4. Liaison Report: The Holland HRC stated that non-members will be participating in HRC sub committees and, there will be a Fair Housing Rights for Home seekers in Rental Housing through the Fair Housing Center of West Michigan on April 29, 2025. The Momentum Center will be hosing a Town Hall regarding Mental Health and Religion on March 27, 2025, there will be a free dinner and movie (Conclave) on March 14, 2025, and they are looking for ideas regarding future movies.
5. Old Business:
 - a. The Black History Month Proclamation was read at the February 2025 Grand Haven City Council Meeting.
 - b. A 2025 Martin Luther King Jr. Day of Service was not coordinated between the City of Grand Haven and, the HRC due to lack of timing. A more adequate and timelier plan for 2026 will be created in the future.
6. New Business:
 - a. Discussed the need for adequate preparation for Black History Month in 2026.
 - b. There is currently one applicant (with an interview scheduled) for a seat on the HRC.

- c. Comm. Termolen to create a Proclamation for Women's History Month to be read at a Grand Haven City Council Meeting.
 - d. Comm. Colson announced his resignation from the HRC. Comm. Colson's last month on the HRC will be March 2025. A vice-chair position will be open.
 - e. The DEI proclamation to be read at a future Grand Haven City Council meeting. This proclamation will reaffirm the DEI statement listed on the City of Grand Haven's website.
 - f. Comm. Fuller to make a push for information regarding the student seat on the HRC to be played on the Grand Haven High School's daily slide show.
 - g. The commission tabled the discussion regarding Grand Haven becoming a Sanctuary City (undocumented individuals/lgbtqia+ communities) for the following meeting. The commission had decided more research on this topic was needed to further the conversation.
 - h. Discussed the possibility of creating a Proclamation for Gender Affirming Care and, how we can practice this.
- 7. A second call is made to the audience by Comm. Colson.
 - 8. Comm. Termolen motions to adjourn the meeting with Comm. Fuller seconding the adjourn motion.
 - a. Meeting Adjourned at 6:02 p.m.
 - 9. The next Human Relations Commission meeting is scheduled for Thursday March 27, 2025, at 5:30 p.m.

Meeting Minutes submitted by Comm. Amber Mendiola-Suarez 3-25-2025

Board of Directors - Grand Haven Main Street
Thursday, March 13, 2025 - Time 7:30 am
Grand Haven City Hall – Council Chambers

In Attendance: Joyce Workman, Laura Girard, Chris Weavers, Kelly Larson, Todd Anthes, Bob Monetza, Todd Hancock, Brant Raterink, Lynn Negen, John Groothuis, Melita Ewbank, John Steinbach.

Absent: Roger Bergman

Meeting called to order 7:31am.

1. Review and Approve of the Consent and Regular Agenda. Motioned by Laura, Seconded by Bob, motion carried.
2. Comments from Mark Allen: Jingle Bell Parade is one program that the Chamber is looking for a different home. The Chamber is committed to doing the event until they find the next owner until it goes to the right partner. The Chamber wants to engage their business partners in terms of connecting as well as being a catalyst for change. The Chamber team is available for all of us if we have any questions on what the resources are. Their work looks and feels different, but they are happy to help all of us.
3. Consent Agenda
 - a. Approve Minutes from February 13, 2025 Board Meeting
 - b. Accept Promotions, Preservation & Place, Organization, and Recruitment & Retention meeting minutes from January
 - c. Treasurer's Report (Approve current fiscal year financials ending 2/28/25)

Motion from Bob, seconded by Todd, motion carries. Brant abstains as he did not get a packet.

4. New Business
 - a. Transformation Strategy

Discuss Takeaways – Laura discussed that we could use more structure but wants to make sure that we let our volunteers know, Todd Hancock opened his eyes to bigger picture, Brant liked the points of what we should be working for (in terms of the month to month definition), Lynn was concerned that 45% of our members have not received help from the DDA and wants to hone what we're doing and make sure we communicate to our members, Melita wants to look at the district rather than downtown vs Centertown and likes the term Mainstreet rather than DDA and that the board should steer the direction of where we want to go and set guidelines, John like the concise game plan and roadmap in terms of a couple of strategic priorities, Bob likes the structure and goals and more focused look in terms of continuity, Chris likes the change to Mainstreet

instead of DDA and that they're the organization that will help our businesses, John liked the point of getting the youth involved, Todd agreed with most of the comments especially with the focused projects and oversight, Chandi feels like the message can get muddled and wants our message should be all inclusive. She wants to communicate with everyone and to have a clear focus.

Define Who We Are & What We Do -

Evaluate & Approve Strategic Priorities and Transformation Strategy Goals – Chandi passed out a handout that had our current, accreditation, and transformation strategy goals are. Chandi is proposing that we go through them and combine those to develop what our strategy really is. John suggested that we turn our thoughts into Chandi the exec committee and they present the goals back to the board. This month we're going to go through pages 1-3 by March 28th.

b. Approve 2024/25 Fiscal Budget

Chandi and Chris – Motion by Todd, seconded by Chris. The proposal shows a \$20,000 decrease in the promotions budget and reallocated to first block and to marketing. Much discussion ensued. Marketing, placemaking, flower beds and holiday lighting were debated. Plans are coming from each committee about how to make changes but the current budget was based on these plans. Motion carried unanimous.

5. Committee Updates – skipped over most for time

a. Preservation & Place – Brandt & Chris

b. Organization

c. Recruitment & Retention

d. Promotions – Third Coast Author Event is next Saturday. Going to be an awesome event – please come.

6. Director's Report

a. MEDC Team – Dan who covers the lower region of the MEDC helps with asset inventory (housing, vacant properties) and Katie works with ready redevelopment division were in town as well as Sue. They do a match grant for placemaking and if we can raise \$50,000, they can match it.

7. Chair's Report

Concerned about planning commission and that they were turning down a project on Seventh Street. Dana talked that the master plan and the current proposal as well as future plans might not be in alignment so that there needs to be some work in making that happens.

8. Call to Audience/Public Comment - none

9. Adjourn 8:49am.

Minutes

Board of Directors - Grand Haven Main Street

Thursday, April 10, 2025 - Time 7:30 am

Grand Haven City Hall – Council Chambers

Call Meeting to Order at

In Attendance: Joyce Workman, Chris Weavers, Kelly Larson, Todd Anthes, Robert Monetz, Todd Hancock, Brant Raterink, Lynn Negen, John Groothuis, Melita Ewbank, John Steinbach, Roger Bergman, Chandi Pape.

Absent:

Review and Approve of the Consent and Regular Agenda

Call to Audience/Public Comments

Consent Agenda

Approve Minutes from March 13, 2025 Board Meeting, Accept Executive, Promotions, Preservation & Place, Recruitment & Retention meeting minutes from February, Treasurer's Report and Approve current fiscal year financials ending 3/31/25.

New Business

Approve Executive Vacancies.

Vice Chair - Chris Weavers, Kelly Larson – Treasurer, Melita Ewbank - Secretary

Transformation Strategy

Review Priorities, Send to Committees, Approve in May

Committee Updates

Preservation & Place

Vibrancy project – Grant applications – Vibrancy, AARP, TMobile Hometown, GHACF Mixer

Organization

New Co-Chairs – John Groothuis & Joel Bradshaw

Recruitment & Retention

Projects – incubator, business visitation, grant research, Match on Main Grants

Promotions

Third Coast Author & Book Festival Recap

Director's Report

Great American Main Street Award Winners 2025
Denison, TX, Jefferson, IA, Eaton, NM

First Block Update

100th Anniversary of Coal Tipple

Chair's Report

Call to Audience/Public Comment

Meeting adjourned at



**CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN**

**MINUTES FOR
MUSICAL FOUNTAIN
COMMITTEE MEETING
CENTRAL PARK PLACE
421 COLUMBUS AVE**

**WEDNESDAY, March 12, 2025
6:00 PM**

Committee members unable to attend are requested to contact Brian Jarosz, City Liaison,
at bjarosz@grandhaven.org or 616-847-3493

1. MEETING CALLED TO ORDER

2. ROLL CALL

Present:

Jerry Troke
Nicki Bonzyk
Brandon Nearanz
Dennis Nivinson
Brian Jarosz (City Liaison)

Absent:

Brad Boyink
Jane Riddle
Sarah Kallio

3. APPROVAL OF AGENDA

Motion to Approve - Brandon

Second - Nicki

Passes unanimously

4. CALL TO AUDIENCE

At this time, members of the audience may address Committee on any item, whether on the agenda or not. Those addressing Committee are asked to provide their name and address and will be limited to three minutes of speaking time. Committee will hear all comments for future consideration but will not have a response at this time.

5. APPROVAL OF MINUTES OF MEETING OF DECEMBER 11, 2024

Motion to Approve - Ivy

Second - Brandon

Passes unanimously

Brandon made a note that there is a single line in Shivers by Ed Sheeran that was approved last month with the caveat that one line be removed. It has already been edited out of the song for choreography.

6. NEW BUSINESS

A. MAINTENANCE ITEMS

- Work resumed on the hill on March 6
- 4-man crew planned for this season
- Status update on potential new lighting

—**Testing on lighting has been going well. We are requesting a new quote. The group discussed waiting for the tariffs to be less volatile before we order.**

◦ City Items

- Need porta-potty in place by April 25

—**We are requesting this earlier than usual. Brian will pass it along to Derek Lemke.**

- Spring washdown of pond
- Crack seal the asphalt and pond
- Entry road scraping/leveling

—**The City is filling the holes with gravel.**

- Tree trimming on sides, evergreen in center

—**Confirmed that the trees in question are those impeding the view of the fountain from the stadium, not those on the access road.**

- Replace the Anchor House roof

—**Jerry confirmed that there are now holes that are a few inches wide in the roof.**

- Replace the Anchor pole boot

B. TASK FORCE ITEMS

- Volunteer Day will be April 26 – rain date of May 10

- Publicity needs?

—**Nicki/Jerry will email our list of people who have previously expressed interest in supporting the fountain.**

- Coffee/donuts, lunch, refreshments

- Task list under way

C. PRODUCTION ITEMS

- January Choreographer Training review

—**We resumed choreography classes online. There are two individuals that have completed their training song and are moving on to real work.**

- Slack for Choreographer communication and collaboration working great!

—**Feedback from the group implies that it is going well. Nicki has done an excellent job create views that work well for production and choreography. It is also working better for file management with less file corruption.**

- Approval of new choreographers Samuel Davy and Anne Thomas

Motion - Dennis

Second - Brandon

Passes unanimously after feedback from the producer.

- Approval of new songs for Choreographers

Motion to approve the 2025 songs for review - Brandon

Second - Nicki

Passes unanimously after discussion.

- Songs for Review (Feb. 2025)

1. I Heard It Through The Grapevine (Marvin Gaye) [Lyrics](#)
2. Ain't No Mountain High Enough (Marvin Gaye) [Lyrics](#)
3. Superstition (Stevie Wonder) [Lyrics](#)
4. Rockin' Robin (Michael Jackson) [Lyrics](#)
5. ABC (The Jackson 5) [Lyrics](#)
6. It's Five O'Clock Somewhere (Alan Jackson/Jimmy Buffett) [Lyrics](#)
7. Wake Me Up Before You Go-Go (Wham!) [Lyrics](#)
8. Permission to Dance (BTS) [Lyrics](#)
9. We're Not Gonna Take It (Twisted Sister) [Lyrics](#)
10. Sweet Child O' Mine (Guns N' Roses) [Lyrics](#)
11. Home Sweet Home (Motley Crue) [Lyrics](#)

- 12. Yakko's World (The Animaniacs) Lyrics
- 13. All My Ex's Live In Texas (George Strait) Lyrics
- 14. Seven Nation Army (The White Stripes) Lyrics

—**Discussion about the level of aggressiveness, but the committee was comfortable with the song.**

- 15. Detroit, Michigan (Kid Rock) Lyrics

- 2025 Show Ideas discussion - continued

D. MARKETING ITEMS

- Fundraising activities ideas

—**Idea 1 - Sponsorship levels with announcements before the show.**

—**Idea 2 - “Buy a light” program**

—**Idea 3 - Using a site like Printful to create GHMF branded merchandise in exchange for a donation. Brian mentioned we could potentially use the marina office.**

—**Idea 4 - Special Maruska shirt with a donation sponsorship?**

- New lighting fundraiser – “A Bright Idea”??

- Rack cards sent to MDOT for Welcome Centers

—**Jerry reordered some from Verduins.**

- Free billboards discussion

—**Dennis has a connection to a billboard on Lakewood Blvd across the street from Salt&Pepper.**

- Social Media show posting format

—**Ivy will start pre-scheduling the standard show posts and then go from there with the second posts of the day.**

E. FINANCE ITEMS

- Year-end 2024 statements

- YTD 2025 statements

7. CHAIRMAN’S REPORT

- New FotMF Board Members

—**Dennis Nivinson and Chuck Dickerson are taking over for Terry Stevens and Andy Cawthon**

8. OTHER NEW BUSINESS

9. NEXT MEETING DATE – April 9, 2025

10. ADJOURNMENT

*Streaming LIVE on Facebook at facebook.com/cityofgrandhaven
Follow us at facebook.com/ghmusicalfountain



**CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN**

**MINUTES FOR
MUSICAL FOUNTAIN
COMMITTEE MEETING**

**CENTRAL PARK PLACE
421 COLUMBUS AVE**

**WEDNESDAY, April 23, 2025
6:00 PM**

Committee members unable to attend are requested to contact Brian Jarosz, City Liaison, at
bjarosz@grandhaven.org or 616-847-3493

1. MEETING CALLED TO ORDER

2. ROLL CALL

Present:

Jerry Troke
Brandon Nearanz
Dennis Nivison
Jane Riddle
Brian Jarosz (City Liaison)
Brad Boyink
Sarah Kallio

Absent:

Nicki Bonzyk
Ivy DeWitt

3. APPROVAL OF AGENDA

Motion To Approve: Dennis Nivison

Seconded: Sarah Kallio

Passes unanimously

4. CALL TO AUDIENCE

At this time, members of the audience may address Committee on any item, whether on the agenda or not. Those addressing Committee are asked to provide their name and address and will be limited to three minutes of speaking time. Committee will hear all comments for future consideration but will not have a response at this time.

5. APPROVAL OF MINUTES OF MEETING OF MARCH 12, 2025

Motion To Approve: Dennis Nivison

Seconded: Brandon Nearanz

Passes unanimously

6. NEW BUSINESS

A. MAINTENANCE ITEMS

- Work continues on the hill with our 4-man crew – pump and valve rebuilding
- Status update and demonstration of new lighting
- **Brad Boyink**—new lights tested, purchase pending tariff issues, possible fundraiser of “Buy A Light” and additional possibilities
- City Items
 - Need porta-potty in place by April 25
 - Spring washdown of pond
 - Crack seal the asphalt and pond
 - Entry road scraping/leveling
 - Tree trimming on sides, evergreen in center
 - Replace the Anchor House roof
 - Replace the Anchor pole boot

B. TASK FORCE ITEMS

- Volunteer Day will be April 26 – rain date of May 10
- Publicity needs?
- Coffee/donuts, lunch, refreshments
- Task list completed – need ?? volunteers

C. PRODUCTION ITEMS

- Approval of 4th of July and Coast Guard Festival Shows
 - Songs for Review - 4th of July Show - Music: 4th Of July
 1. Star-Spangled Banner (Fountain) (Already Approved)
 2. Stars and Stripes Forever (Fountain) (Already Approved)
 3. Armed Service Medley (Fountain) (Already Approved)
 4. Centuries - Fall Out Boy (Lyrics)
 5. My Shot - Hamilton Soundtrack (Already Approved)
 6. Mr. Red White and Blue - Coffey Anderson (Already Approved)
 7. Acceleration - Instrumental (No Lyrics)
 8. America The Beautiful - Alicia Keys & Ray Charles (Already Approved)
 9. Only in America - Brooks & Dunn (Already Approved)
 10. The Twist - Chubby Checker (Already Approved)

11. Let's Go Crazy - Prince ([Lyrics](#))
12. HandClap - Fitz and The Tantrums ([Lyrics](#))
13. I Want to Rock - Twisted Sister (Already Approved)
14. Smoke on the Water - 2WEI (Already Approved)

Motion To Approve: Brandon Nearanz

Seconded By: Sarah Kallio

Passed unanimously

- Songs for Review - Coast Guard Festival Show - Music: [CGF Music](#)

Starting Songs with the Fountain

1. Star-Spangled Banner (Fountain) (Already Approved)
2. Armed Service Medley (Fountain) (Already Approved)
3. Hero - Chad Kroger (Fountain) ([Lyrics](#))
4. Sweet Dreams - Sebastian Bohm (Crossover w/ some fireworks) (No Lyrics)

Fireworks Show Starts Here

5. All Original - Sammy Oh!, Cal!co (Lyrics sent in email)
6. Edge of Glory - Lady Gaga ([Lyrics](#))
7. The Avengers - Alan Silvestri (No Lyrics)
8. Where The Stars and Stripes and Eagles Fly - Aaron Tippin ([Lyrics](#))
9. Defying Gravity - Wicked (with fountain) (Already Approved)
10. Try - Pink! ([Lyrics](#))
11. Born To Be Wild - Steppenwolf (Already Approved)
12. It's Not Unusual - Tom Jones ([Lyrics](#))
13. All The Small Things - Blink 182 ([Lyrics](#))
14. Paint It Black - Sebastian Bohm (Already Approved)

Motion To Approve: Dennis Nivison

Seconded By: Sarah Kallio

Passed unanimously

- Need Motion to delegate authority to the Producer to approve new choreography for the 2025 season

Motion To Approve: Sarah Kallio

Seconded By: Brandon Nearanz

Passed unanimously

2025 Show Ideas discussion - continued

D. MARKETING ITEMS

- Fundraising activities ideas
- New lighting fundraiser
 - "A Brighter Future"??
 - Start date

- Free billboards discussion

Dennis Nivison owns a digital billboard in Holland; Sarah Kallio will be designing a series of ads for fountain information and publicity. Thank you Dennis!

E. FINANCE ITEMS

- March 2025 statements

7. CHAIRMAN’S REPORT

- Meeting with Tracy Riley, Executive Director of Coast Guard Festival. There is much excitement and anticipation of the Fountain Program for Coast Guard.

8. OTHER NEW BUSINESS

Jerry Troke met with Ken Formsma about fundraising; possible assistance, may keep closer community connection

Spring Update to City Council is May 19

Brad Boyink demonstrated the MADREX system of Live Effects for fountain lighting. This addition offers more color blending, many, many more colors, and amazing special effects. The suggestion to have APEX set up what is needed to add to the fountain choreography program. No timeline for this has been set. Choreographers who were present were very impressed!

9. NEXT MEETING DATE – May 14, 2025

Reminder that it will be at City Hall instead of Central Park Place

10. ADJOURNMENT at 7:25pm

Motion To Approve: Jane Riddle

Seconded By: Brandon Nearanz

Passed unanimously

NORA ADVISORY BOARD MEETING minutes

Date: February 20, 2025, **Time:** 5:30 P.M. **Location:** ESC Building (GHAPS)

Call to order: Chairperson – William Montgomery, Chair (Ferrysburg)
The meeting was called to order at 5:30 p.m.

Roll Call.

Mary Jane Belter - GH Twp
Howard Behm – GH Twp
Adam MacMillan - Robinson Twp. - ab
Rick Mikkelsen – Robinson Twp
Karen Lowe, Grand Haven
Lyndsey Huisman -Grand Haven - ab
William Montgomery - Ferrysburg
Craig Bessinger - Ferrysburg
Marc Eickholt – GHAPS - ab
Sarah Elliott - GHAPS
Rebecca Hopp - At Large

Approval of Meeting Agenda:

Motion to approve the agenda. Motion by Hopp, second by Howard. Vote: 8-0

Approval of Consent Agenda:

Motion to approve the consent agenda. Motion by Hopp, second by Bessinger. Vote: 9-0

Discussion: the budget amendments were discussed

Elliot arrived at 5:42 p.m.

Consent agenda items:

1. Approval of Board Meeting Minutes of October 24, 2024, as printed.
2. Financial Reports:
3. January 2025 Financials – Revenue & Expense Sheet
4. 2024-25 NORA budget amendments – discussed changes in the budget and amendments.
The largest change is the misc. account. NORA was reimbursed for the retirement funds collected.
Increase in player fees: beach volleyball and pickleball account for that amount.
Office supply increase: \$600 was a water cooler installed in the office. Having to outsource copy work since the copy machine is having issues.
Admin charge is higher.
Salary: staff salary has been increased which has added to increased city payroll admin costs.
Adding coaches, moving from the Arbiter pay program to the city handling the payment for contracted services. The amount for professional development has been increased.
Baileys and Jackie's wages have been increased for the remainder for the fiscal period.

New Business

1. Winter Program Updates – Classes/programs, Youth/Adult leagues

4th grade boys' basketball: all elementary schools involved, all played at White Pines on Monday nights. Officials and coaches were hired. Did this with the girls in the fall and it worked well.
5/6th grade is playing at White Pines. Basketball has been expanded for 7th grade. Space is an issue.

8 different archery classes. Classes are being held at NORGC and an after-school class at White Pines. Working with a WP P.E. teacher. Some of the kids are enrolling in the NORA classes.

Other offerings include:

Pickle ball: Tues and Friday for leagues.

Fifth and sixth grade pickle ball

Adults: pickleball and dodgeball

2. Spring/Summer planning

Rec Summer school, Youth/Adult programs

NORA oversees most of the middle school athletics: baseball and softball, track, volley ball, tennis.

3. Outdoor Recreation Programs

New classes are being offered and will be increased thanks to the GHACF Grant.

There are 3 competitive teams for archery.

Boater safety will be offered in May.

The first hiking class is scheduled.

Mountain biking classes are scheduled.

Kayaking has been scheduled with Karen Chapel and her business.

There is a partnership with the Grand Haven high School Bass Masters club.

There will be a mountain biking class at Hofma Park and then a ride over to the NORGC for archery.

One concern is not reaching the k-3 kids as fully as needed. NORA is looking at having someone part-time to oversee that area of programming.

In some cases, it is difficult to find an instructor that has the skill set to work with inexperienced but interested youth.

Running rec summer school: this has been moved off of Jackie's responsibilities so she can handle the expanded programming including the outdoor recreation offerings.

Rec summer school – partnering with outdoor discovery. M-Th; will do the optional Friday field trips.

4. NORA – Technology updates & upgrades

Switching in July to Team Sidelines a software registration program. This will increase the cost by about \$500 per year. There will be some staff training. Holland rec uses the program, it has received good reviews. Rec Pro was sold so there is no longer the support. There are close to 11,000 family accounts, those who have not been active in the last 2-3 years will need to create a new account otherwise current accounts should be transferred over.

5. Summer fundraiser event – July 15

Chris has checked with Gary Boyd at the Unicorn with some dates for the fundraiser. Some suggestions for the format for this year were discussed based on the 2024 fundraiser.

Last year was a ticketed event, maybe increase the price and everyone would get a drink ticket.

Ticketed one would be beer or wine. The beverage order and bar set-up was problematic.

Possibly a station for beer and wine and a separate area for mixed drinks.

The profit last year was over \$6000. The silent auction was a large part of that amount.

Behm left the meeting at 6:12 p.m. for another meeting.

Old Business

1. United Way grant: NORA is going to receive \$4100; renewal application is in for next year.

2. July 16 – NORA Fundraiser – the 2024 fundraiser was discussed during the discussion of planning for the 2025 event.

3. Robinson Township - July 1, 2025, changes to NORA board

The new township supervisor will be on the board, explaining the situation with the representation, the withdrawal from the authority. He will be elected official from Robinson.

Public Comments - none

Advisory Board Comments

Sarah Elliot: discussed the email staff received during the day about shifting school boundaries, changes in schools and make-up. This will affect NORA activities for after school activities where the kids depend on transportation and Harbor Transit does not go to areas like Robinson Twp.

Discussion of expanding programming to assist those with physical restrictions. What resources can we contact and ask for assistance?

Next Scheduled Meeting – April 24, 2025

Adjournment

Motion to adjourn: Hopp, Mikkelson. Motion approved.

Meeting adjourned at 6:46 p.m.

Mary Jane Belter
NORA Secretary

Mary Jane Belter

NORA Secretary

April 24, 2025

Date

**CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
PLANNING COMMISSION MINUTES
FEBRUARY 11, 2025**



A regularly meeting of the Grand Haven Planning Commission was called to order by Chair Dora at 7:00 pm. Upon roll call, the following members were present:

Present: Dan Borchers, Amy Kozeneki, David Skelly, Jennifer Smelker, Vice-Chair Ryan Galligan, Chair Mike Dora

Absent: Magda Smolenska, Tamera Owens, Joe Pierce

Also Present: City Planner Brian Urquhart, Assistant City Manager Dana Kollwehr, Mayor Bob Monetza and members of the public.

Approval of Minutes

Motion by **Skelly**, seconded by **Smelker**, to approve the minutes of the January 14th meeting. All ayes. **Motion passes.**

Approval of Agenda

Motion by **Smelker**, seconded by **Vice Chair Galligan**, to approve the agenda with the following changes: Move item C -Case 25-08 under new business to item A. All ayes. **Motion passes.**

Call to the Audience: First Opportunity
None

New Business

Case 25-08: An overview of proposed façade improvements to VerDuin's located at 623 Washington Ave. (parcel #70-03-21-352-011).

Urquhart introduced the case. Kirsten Runschke of Architecture, on behalf of property owner Mike VerDuin, submitted a site plan application for proposed façade improvements to the building located at 623 Washington Ave. (parcel #70-03-21-352-011). Due to the fact the proposed changes will result in an improvement to the conformity of building transparency and mix of exterior cladding materials in the NMU District, the zoning administrator has the authority to approve the application per Sec. 40-115.09.A. However, the applicant would like the Planning Commission's comment on the facade, therefore the request will be brought before the Commission.

In May 2023, the front wall at 623 Washington Ave. was failing, and the existing brick at the top of the wall was in danger of falling, creating a public safety concern. The building official approved the removal of the brick, and the installation of wall frame attached the roof structure. The repair was intended to be

temporary, including the vinyl signage. After reviewing various designs, Mr. VerDuin has elected to move forward with the permanent improvement to the façade. There will be no change to the interior floor plan. The front façade will include new windows, doors, and replacement of the brick and siding. In the NMU District, the minimum ground floor transparency is 60%. The new windows and doors will increase the transparency from 28% to 56%, nearing conformity with Sec. 40-411.02.G. The brick will be replaced with lighter color brick along the bottom 1/3rd of the wall. The existing horizontal lap siding will remain. Smartside smooth panel siding will match the existing siding in the middle of the front façade between the windows. No lighting is proposed, nor will there be any improvements to the sidewalk.

Staff is requesting the Planning Commission provide feedback on the proposed façade improvements before the applicant applies for a building permit. No formal motion is necessary.

Applicant was present and available for questions.

Commissioners did not have any questions for applicant, and felt this would be a big improvement for Centertown.

Case 25-06: Consideration of a new public parking lot off Beechtree St. (parcel #70-03-22-351-014)

Urquhart presented the case. Leah Bectel of *Abonmarche* submitted a site plan review application for the resurfacing and expansion of the existing Wastewater Treatment Plant (WWTP) parking lot. The project will also include an additional parking lot at the end of Washington Ave. to provide parking for the Beechtree Corridor.

The Site Plan calls for removing the existing trees, stumps, and pavement south of the WWTP parking lot. The new parking lot will consist of 25 parking spaces, with two ADA accessible spaces. The WWTP parking lot has 21 spaces, with two ADA accessible. Also included are four parallel parking spaces off Washington located in front of Sporty's Bar and Grill at 6 S. Beechtree St. A marked crosswalk will connect the parking lot with the existing sidewalk on both sides of Washington Ave. The WWTP has met with neighboring businesses and property owners, all of which were in favor of the parking lot.

The parking area will be illuminated by two light poles 16 ft. in height located in the center and southern portion in the parking lot. The light fixtures will feature 100% horizontal cut off to comply with Sec. 40-317. Although not required, no bicycle racks or electric vehicle charging spaces are shown. The site plan application does note that city staff will plant trees in the parking lot following completion of the project.

Per Sec. 40-115.02 D of the Zoning Ordinance, the Dept. of Public Works requests the Grand Haven Planning Commission acknowledge this facility improvement and expansion project and defer the site plan review to the City Planner for the following reasons:

- 1.) *The project will result in a planned improvement and expansion of an existing use.*
- 2.) *The project will not significantly change the nature of the public use.*

Applicant Leah Bectel and Assistant City Manager Dana Kollwehr were both present.

Kollwehr mentioned that the capacity for EV chargers will be included and bike racks will be installed.

Borchers and Kozeniecki did not have any questions and would be in favor of the bike racks included. Skelly also echoed the sentiments and wanted to verify there would not be special parking permits or overnight parking.

Kollewehr mentioned the plan would monitor how the public would use the parking lot; however, there would not be any permits or overnight parking.

Smelker, Vice-Chair Galligan, and Chair Dora all agree this would be a great plan and would help with the additional parking for the east end.

Motion by **Vice-Chair Galligan** seconded by **Smelker** to approve Case 25-06 consideration of a new public parking lot off Beechtree St. (parcel #70-03-22-351-014) project and defer the site plan review to the City Planner for the following reasons:

- 1.) *The project will result in a planned improvement and expansion of an existing use.*
- 2.) *The project will not significantly change the nature of the public use.*

Roll call vote. Yeas: Skelly, Kozeniecki, Smelker, Borchers, Vice-Chair Galligan, Chair Dora.

Motion passed.

Case 25-07: Noto's PD Final Development Plan at 1223 S. Harbor Dr. (parcel #70-03-29-312-004)

Urquhart presented the case. In late 2024, Greg Gurney of *Bear Sign Company* approached the city regarding an additional sign on the south wall at Noto's at the Bil Mar. The primary reason to attract attention to motorists traveling north on S. Harbor Dr. The applicant justifies the additional sign will improve safety, and there is no practical location for a ground sign.

At the October 8th, 2024, meeting, the Planning Commission determined the sign was a major change. After holding a public hearing at the November 11, 2024 meeting, the planning Commission made a recommendation to approve the preliminary plan for the sign, but restrict the sign to be non-illuminated.

In coordination with Sec. 40-421.08, the Planning Commission shall make a determination of the final development plan. In this case, the final development plan is identical to the preliminary development plan. Should the final development plan be approved, the applicant can apply for the necessary sign, building, and electrical permits.

No additional public comments were made.

Applicant was present. Borchers, Skelly, Smelker, Vice-Chair Galligan, and Chair Dora affirmed approval.

Kozeniecki had no comment.

Motion by **Skelly**, seconded by **Vice-Chair Galligan**, to approve Case 25-07, an amendment to Noto's Planned Development for a sign on the south wall and the associated final development plan located at 1223 S. Harbor Dr. (parcel #70-03-29-312-003).

Roll call vote. All ayes. **Motion passed.**

Case 25-09: Pre-public hearing for multiple-family dwelling at 1445 Columbus Ave. (parcel #70-03-21-477-017)

Urquhart presented the case. Joe Westerbeke of Eng. Engineering and Survey submitted a request for a pre-public hearing for a proposed multiple-family dwelling at 1445 Columbus Ave. (parcels #70-03-21-477-017 & #70-03-21-447-016). The total lot area of the development is 0.86 acres. A multiple-family dwelling is permitted by special land use in the Transitional Industrial (TI) district per Sec. 40-419.02.B.

Recently, a preliminary plan review was held with the city, in which the Building Official, Fire Marshal, Dept. of Public Works and Board of Light & Power did not have any major concerns. The proposed height, lot coverage, exterior design, and access management all met the standards in the TI district. However, the applicant did express a concern over parking requirements. Per Sec. 40-604.03, a multiple-family dwelling requires two spaces per dwelling unit. The applicant is proposing 58 total off-street spaces, with 30 covered spaces on the first floor of the building, and 28 surface spaces along the west and north side of the building. The request is a reduction of 16 spaces from the required 74 spaces.

	Total Dwelling Units	Total Spaces
Required off-street parking	37	74
Requested off-street parking	37	58

The applicant is requesting consideration of a similar approach to multiple-family residential parking the City of Traverse City utilizes, which requires a maximum of 1 space per unit. Although a different local jurisdiction, the applicant believes there is merit to reasonable parking exemptions, in which the parking spaces required are determined by the type of dwelling unit, not just the same amount regardless of unit size. The preliminary floor plan includes:

Dwelling Type	# of units	Proposed parking per unit	Total
Efficiency Units	16	1	16
One-bedroom	19	1	19
Two-bedroom	2	2	4
Total			39

Granting one parking space per efficiency and one-bedroom units, and keeping two-family dwelling at two spaces each, would equate to 39 total spaces.

Section 40-604.02 grants waivers and reductions for parking. The applicant correctly notes a 20% reduction may be permitted by the Planning Commission for a use located within 800 ft. of a year round transit stop.

A year round transit stop located at the corner of Beechtree and Fulton, approximately 300 ft. away. This

reduction could result in 15 spaces.

Sec. 40-604.02.C grants a reduction of 1 space per 4 covered or uncovered bicycles spaces. The site plan calls for 38 bicycle spaces, or a reduction in 9 parking spaces. Therefore, 74 spaces (required parking) – 15 spaces (20% reduction near transit stop) – 9 spaces (38 bicycle parking spaces) = 50 spaces. Taking into account the maximum reduction, the proposed 58 parking spaces would satisfy the ordinance. Other considerations for the applicant to pursue include: reducing the amount of dwelling units, seeking a shared parking agreement with a neighboring property, or applying for a variance from the ZBA for reduction in required parking.

Goal 1 states *“Dwellings in Grand Haven will include a broad range of housing types, including detached and attached, appropriate for all segments of the population. The city should support a variety of housing types and densities and mixed-use developments for all segments of the population that places users near daily services.”* Staff believes by granting the parking reductions, the proposed development would satisfy the goal of the Master Plan.

Peter Oleszczuk with West Wind Construction, 1435 Fulton St, would like to invest in the property, neighborhood, and overall improvement. Looking for feedback from Commissioners.

Borchers was in support of the idea. He was able to verify that units would be rentable, not for purchase. Oleszczuk confirmed they would be for market rate apartments, and would be managed by Beechtree Property. Borchers mentioned his concern regarding parking.

Kozenecki was in support of something on the east side; however, it was leery of the parking situation. Would like to see parking be more creative.

Skelly mentioned he was a fan of the project. Wondered what the ideal customer would be. Oleszczuk responded that it would be all things to all people, from someone fresh out of college, a single parent, or a young couple. The hope would be to endeavor to use Brownsfield Housing Tiff and cater to those who work in our community. Skelly also asked if there would be any restrictions on the number of residents. Oleszczuk responded that he would comply with the regulations set forth by Fair Housing and would not exceed those parameters.

Skelly also raised concerns about the parking. Oleszczuk mentioned that they felt the onsite parking would be more than sufficient and guests could use on street parking.

Smelker wanted to thank the developer for being creative with efficiency units in the East End. She also felt the parking would be justified and encouraged commissioners to take a look at the reduction in the ordinance.

Vice-Chair Galligan stated he agreed with Smelker's comments and wondered about doing some type of shared parking. Oleszczuk responded that conversation could be had.

Chair Dora also joined with the potential of using 4 or 5 spaces with a shared parking lot. He mentioned he felt the location and plan would be great.

Oleszczuk felt he had gained an understanding of the parameters and did not see a reason why accommodations within the guidelines couldn't happen.

Urquhart recapped the discussion to reiterate that the Commissioners were ok with keeping the 37 units, and 74 spaces (required parking) – 15 spaces (20% reduction near transit stop) – 9 spaces (38 bicycle parking spaces) = 50 spaces and seeking out a way to find 4 or 5 additional parking spaces. If these accommodations were met, a Special Land Use Permit could be prepared.

Old Business: None

Zoning Board of Appeals Liaison Report

No Meeting, but we will have one the following week.

City Planner Report

Presented FY 23/24 Community Development Annual Report.

Call to the Audience: Second Opportunity

None

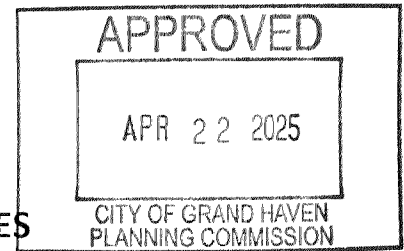
Motion made to Adjourn.

Roll call vote. All ayes. **Motion passed.**

Adjournment: Chair Dora adjourned the meeting at 8:03 pm.


Melissa Bos, Executive Assistant to City Manager

**CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
PLANNING COMMISSION MINUTES
MARCH 11, 2025**



A regularly meeting of the Grand Haven Planning Commission was called to order by Chair Dora at 7:00 pm. Upon roll call, the following members were present:

Present: Dan Borchers, Amy Kozanecki, David Skelly, Magda Smolenska, Tamera Owens, Joe Pierce, Chair Mike Dora

Absent: Jennifer Smelker, Vice-Chair Ryan Galligan

Also Present: City Planner Brian Urquhart, Assistant City Manager Dana Kollewehr, Mayor Bob Monetza and members of the public.

Approval of Minutes

Motion by **Skelly**, seconded by **Owens**, to approve the minutes of the February 11th meeting.
All ayes. **Motion passes.**

Approval of Agenda

Motion by **Pierce**, seconded by **Smolenska**, to approve the agenda as written.
All ayes. **Motion passes.**

Call to the Audience: First Opportunity

None

New Business

Case 25-10: Special Land Use for a yoga studio at 207 Washington Ave. (parcel #70-03-20-432-018)

Urquhart introduced the case. He said Wildflower Yoga was located in the Forum Building at 201 N. 3rd St. When the building burned in January, they were in need of a new location. They found a location at 207 Washington Ave. The Central Business District permits yoga studios by special land use, requiring a public hearing. A temporary space was granted for the time being at 201 Washington.

Chair Dora opened the public hearing at 7:09pm.

Brittany Goode, 425 N. 6th St., spoke in favor of the yoga studio.

Karen Fredricks, owner of the Forum Building, spoke to the benefit of Wildflower Yoga, and the economic benefit to the downtown area.

Delanie Paris, owner of Wildflower Yoga, was grateful to continue her business in downtown Grand Haven if the special land use is approved.

Urquhart added he reviewed 17 emails and letters regarding the case, all in favor.

Motion by Smolenska, seconded by Kozanecki, to close the public hearing. All ayes. Public hearing closed at 7:19pm.

Commissioners all expressed their sympathy for the all the businesses displaced by the fire at the Forum Building. They felt the use was very appropriate for the location and would be a benefit to the downtown.

Motion by Skelly, seconded by Owens, to approve Case 25-10, a request for a Special Use Permit for a yoga studio located at 207 Washington Ave. (parcel #70-03-20-432-009) based on the information submitted for review with the following condition:

1. *A change of use permit shall be submitted.*

Roll Call Vote. Yeas: Kozanecki, Borchers, Owens, Skelly, Smolenska, Pierce, Chair Dora. Nays: None.
Motion passed.

Case 25-06: Consideration of replacement of an observation deck at 5-Mile Hill (parcel #70-03-29-160-004)

Urquhart presented the case. He said the city has identified the wooden observation deck at the top of 5-Mile Hill in need of replacement. He said the deck would remain largely in the same place but be comprised of retaining wall material and the dune protected with native landscaping. No other improvements are included.

Applicant Leah Bectel and Assistant City Manager Dana Kollwehr were both present. Bectel said they are applying for the necessary EGLE permit.

Commissioners all agreed the project is great and much needed improvement for the community.

Motion by **Pierce**, seconded by **Kozanecki**, to acknowledge this facility improvement to the deck replacement at 5-Mile Hill (parcel #70-03-29-160-004) and defer the site plan review to the City Planner for the following reasons:

1. The project will result in a planned improvement and expansion of an existing use.
2. The project will not significantly change the nature of the public use.

Roll call vote. Yeas: Skelly, Kozanecki, Owens, Borchers, Smolenska, Pierce, Chair Dora. Nays: None.
Motion passed.

Case 25-13: Pre-public hearing for a zoning text amendment to Sec. 40-411.02.A to permit short term rentals in the Centertown Overlay in the NMU District.

Prior to the discussion, Smolenska and Borchers declared a conflict of interest, and recused themselves from the case.

Urquhart presented the case. Applicant John Groothuis requested a zoning text amendment to Sec. 40-411.02.A, to add short term rentals as a permitted use by right in the Centertown Overlay of the Neighborhood Mixed-Use district. Urquhart said approximately 24 parcels would be directly impacted by the zoning text amendment. He also said this is not a rezoning, and not subject to an individual project or property. Urquhart added Sec. 40-411.03 would require amendment as well to fully align with the intent of the Centertown Overlay. Groothuis took the opportunity to receive feedback prior to formally applying for the zoning text amendment.

Groothuis spoke to the benefit of permitting short term rentals for dwelling units. He stated after receiving approval for the 12-unit Steinbeck Crossings development approved by the Planning Commission in August 2024, it became clear he would not be able to sell the condo units. He acknowledged he received site plan approval knowing short term rentals were not permitted in the NMU Centertown Overlay.

Pierce stated he was not in favor of the amendment and feels there are too many short term rentals in the City.

Kozanecki also was not in favor of the amendment, stating this is not the right place to allow short term rentals.

Skelly asked what prompted the development change. Groothuis responded that cost was the primary reason. Groothuis added he would not pursue projects that do not permit short term rentals. His agent says buyers in the current market are looking for properties in which they can short term rent.

Owens said she does not like the amendment, but would allow it.

Dora reviewed the zoning ordinance and master plan sections related to the subject properties within the NMU District. Dora added there would be likely opposition from the neighbors if the City permitted short term rentals in the NMU.

Urquhart clarified the request is not just for Steinbeck Crossings, but for the entirety of the Centertown Overlay. He also added any person can apply for a text amendment for any reason, and offer them due process.

Old Business: None

Zoning Board of Appeals Liaison Report

Meeting held in February, approved a variance for a rear yard setback at 323 N. Ferry St. Urquhart added the site plan would come before the Planning Commission.

City Planner Report

Urquhart updated the Planning Commission on the status of ongoing projects, including Grand Landing Hotel, Chinook Pier, Dwelling Place, and 924 Beechtree. He added that MAP is putting on a Housing training series and can invite the PC.

Call to the Audience: Second Opportunity: None

Motion by **Skelly**, seconded by **Owens** to Adjourn. Roll call vote. All ayes. **Motion passed.**
Chair Dora adjourned the meeting at 8:10 pm.


Brian J. Urquhart, City Planner

**CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
PLANNING COMMISSION MINUTES
TUESDAY, APRIL 22, 2025**

The regular meeting of the Grand Haven Planning Commission was called to order by Chair Mike Dora at 7:00 pm. Upon roll call, the following members were present:

Present: Amy Kozanecki, Joe Pierce, Dan Borchers, Vice-Chair Ryan Galligan, Tamera Owens, David Skelly, Jennifer Smelker, Magda Smolenska, Chair Mike Dora

Absent: None

Also Present: City Planner Brian Urquhart, City Manager Ashley Latsch, Assistant Manager Dana Kollewehr, Mayor Bob Monetza, and members of the public.

Approval of Minutes

Motion by **Skelly**, seconded by **Smolenska**, to approve the minutes of the March 11, 2025 meeting.

All ayes. **Motion passes.**

Approval of Agenda

Motion by **Galligan**, seconded by **Pierce**, to approve the agenda as written.

All ayes. **Motion passes.**

Call to the Audience: First Opportunity

Chris Weavers, owner of JW's Food & Spirits – spoke on behalf of the business owners in Centertown regarding the Capstone request. She invited commissioners to join their Centertown Group which meets regularly the first Friday of each month at 8:30 a.m. at the Momentum Center for further conversations.

Joyce Workman, owner of Vintage Green – seconded what Chris Weavers stated.

Chris Hornby, Green Dragonfly Studio – also seconded what Chris Weavers stated.

Todd Hancock, 19 N 7th St – strongly supported what Chris Weavers stated.

John Shear's, Guitar Haven, 17 N 7th St – all in favor with what Chris Weavers stated.

Tony Sicantelli, 608 Washington St, Washington Street Inn – in support of what Chris Weavers stated.

Jenny, Overtime Sports, 5 N 7th St - in support of what Chris Weavers stated.

John Steinbeck, 17 N 7th St – spoke regarding the Centertown request and how its approval would help accomplish the 7th St infill and give a great look for Centertown.

New Business

Case 25-15: Site Plan review for a social service center at 323 N. Ferry St. (parcel #70-03-21-328-042).

Urquhart introduced the case. Josh Bytwerk of *Love in Action of the Tri-Cities*, submitted a site plan application for renovating and rehabilitating the vacant warehouse building at 323 N. Ferry St. for relocation of their social service distribution center, which is currently at 1120 Fulton Ave. According to the applicant, 323 N. Ferry St. was the former appliance warehouse which will be renovated for Love in Action's operations. A social service distribution center is permitted in the neighborhood mixed-use district.

The site has been underutilized for many years, and the improvement will bring the site into greater conformity. The majority of existing gravel, asphalt, and trees will be removed to provide for efficient vehicle circulation and compliance with the fire truck turning radius. The front yard will be excavated for stormwater drainage purposes.

The site sits on 0.83 acres, with Jeske Pools to the south, Salvation Army to the east, and residential units to the north. The former warehouse building is a 16 ft. tall single story structure, with a total of 10,138 sq. ft. Approximately 8,863 sq. ft. of open spaces and 1,275 sq. ft. of office space. The southwest corner of the building will include a cooler and the addition of a 20' x 14' freezer. The building warehouse will not change in height. They're really just going to be doing façade changes.

The Zoning Board of Appeals approved the variance request for an 8.8' rear yard setback from the required 15' setback in February. The major renovation includes a 22' x 20' canopy overhang. The overhand provides protection from the elements during drop off. The existing façade and exterior materials will not be changing. The canopy is sized enough to provide a turning radius for the fire truck to enter and exit the site. There are no proposed changes to the roof, or installation of any mechanical equipment. The application states 4 employees will be on site, and the majority of visitors will be picking up supplies during brief periods of time throughout the day. The hours of operation have yet to be specified.

The site consists of gravel driveway and unimproved parking locations. The two drive entrances will remain the same, and provide for one-way traffic flow. All driveway and parking surfaces will be asphalt and concrete. Per Sec. 40-604, 13 spaces are required. The applicant is proposing 17 total spaces, with angled spaces along the entrance drive and exit drive. One ADA accessible space is shown near the front entrance.

The existing shipping dock on the north of the building will remain with two loading spaces. The loading space will not interfere with pedestrian and motor vehicle movement. The frequency of trucks entering the site is unknown at this time.

All surface water is shown to be directed to the rain garden in the front yard. Riprap will be installed on the north and south of the rain garden. The site plan calls for 2 street trees to be planted along Ferry St. All trees in the rear yard, and south lot line will be preserved to the greatest extent possible. The fence in the rear yard will also remain.

No changes to the existing lighting is proposed. However, the plans do call for a non-lit ground mounted sign in the front yard.

The site plan depicts a dumpster located at the south of the building. The enclosure will be comprised of 6 ft. wooden fencing and gates. Bollards will be placed inside of the enclosure for protection.

Steve Zadzik, Abonmarche – mentioned that Josh Bytwerk was out of town but that he would be able to answer questions and that Josh Bytwerk would be available by phone if needed.

Borchers thinks this will be a major improvement. The number of hours and people there and 7 days a week or time frame?

Steve Zadzik – responded to Borchers stating that it was his understanding that they are going to maintain daytime hours similar to what they have now at their other facility. I'm not sure if they have any weekend hours at the other facility. There may be special programming. I can't say for sure what the work hours are but I believe at this point its eight to five, nine to six somewhere in those times that they're receiving and administering the billing. Not doing any face to face billing or distribution there. It's loaded and then taken away to their vendors or their partners.

Borchers was good with the variants that they've already received and with the city proving everything, he's good.

The rest of the commissioners stated they were good and that they thought this was great.

Chair Dora stated that he thinks this will be a vast improvement over the building that has been there for quite a few years and that has just kind of gone into disrepair. He stated that it is within their purview to add hours of operation if they want to but for now they will let it be the same as it is now.

Motion by **Smolenska**, seconded by **Owens**, to approve case 25-15, a site-plan review for a social service distribution center, at 323 N. Ferry St. (parcel #70-03-21-328-042) with the following condition(s):

- 1) *All conditions of the BLP, DPW, and fire marshal shall be met*

Roll Call Vote.

Yeas: Smelker, Pierce, Galligan, Smolenska, Skelly, Owens, Borchers, Kozanecki, Dora

Nays: None

Motion passed.

Public Hearing

Case 25-14: A special land use permit for a short term rental at 36 Edward Ave. (parcel #70-03-29-156-045).

Urquhart presented the case. Applicant Gaby Farkas submitted an application for a Special Land Use Permit for Short-Term Rental located at 36 Edward Ave. (parcel #70-03-29-155-045). The Dune Residential District allows short-term rentals as a special land use.

According to the information that was provided, 36 Edward Ave. is a single family dwelling located in the Dune Residential District. The floor plan shows 4-bedrooms, 2-bathrooms, a screened porch, and outdoor gathering space. There are 2 designated parking spaces in front of the property. No additional parking is available on site. The neighborhood characteristic is primarily single-family homes. There are a few short term rentals nearby, all of which received prior approval. Section 40-513 provides a list of ten (10) regulations and conditions for a Short-Term Rental. The review of the Special Land Use Permit application is also subject to the standard regulations and conditions of all Special Land Uses outlined in Section 40-116.03.

As of the date of this staff report, the City has received six emails regarding the case, all are included in the packet. Since then there's probably been about ten or so emails that we received and they were not in favor of this request citing various reasons of parking, non-conformity of the parcel and things of that nature but there was one I believe that I had sent that was in favor of this request.

Amy Porcaro, Gabby's wife, 36 Edward Ave – restated facts about the property and stated that Planner Urquhart covered everything.

Chair Dora opened the public hearing at 7:22 p.m.

Al Greenfield, 40 Edwards Ave – commented on concerns regarding room for cars on the narrow road, lot size not meeting minimum size requirements, and concerns that more than six people would potentially be staying there at one time.

Motion by **Galligan**, seconded by **Skelly**, to close the public hearing.

All ayes.

Public Hearing closed at 7:25 p.m.

Commissioners:

Pierce stated that this certainly doesn't meet the district minimum lot size and the impact this would have on neighboring properties could be significant so he's not in favor.

Smelker stated concerns that this is a four-bedroom property with only two parking spaces and with the lot size being small, she would not vote to approve.

Kozanecki stated she's not in favor based on the lot size and experiencing the narrow road after going to view the property.

Skelly stated how small the roads were when going to view the property and raised concerns over the size of the parking spots available and the fact that the lot size is non-conforming. He also stated concerns over what short term renters say they're going to do over what they actually do.

Borchers stated he would like to stay consistent with the square footage obviously there's a parking issue there and the number of rentals there already so I'm probably not in support of it either.

Owens agreed with what had been previously stated by commissioners.

Smolenska agreed with Borchers and stated they should stay consistent.

Chair Dora stated that he drove up to the property as well and the area is small. It is not even about 45% of what is actually required and the parking that they do have is small and limited and because of this he is not in support.

Galligan stated he echoes what everyone else has said. Along with stating section 40-513B(2) says if the subject lot does not meet the district minimum lot area, the Planning Commission may determine that the short-term rental use is not suitable.

Motion by **Kozanecki**, seconded by **Smelker**, to deny case 25-14, a request for special land use permit for a short term rental located at 36 Edward Ave (parcel #70-03-29-156-045) based on the information submitted for review with the following conditions:

- 1) *It does not meet the minimum lot size per section 40-513.*

Roll Call Vote.

Yeas: Kozanecki, Borchers, Owens, Skelly, Smolenska, Galligan, Pierce, Smelker, Dora

Nays: None

Motion passed.

Case 25-09: A special land use permit and site plan review for a multiple-family dwelling located at 1445 Columbus Ave. (parcels #70-03-21-477-017 & #70-03-21-477-016).

Urquhart presented the case. Joe Westerbeke of Eng. Engineering and Survey, submitted a site plan and special land use application for multiple-family dwelling at 1445 Columbus Ave. (parcels #70-03-21-477-017 & #70-03-21-447-016). The total lot area of the development is 0.86 acres. A multiple-family dwelling is permitted by special land use in the Transitional Industrial (TI) district per Sec. 40-419.02.B.

Recently a preliminary plan review was held in which the Building Official, Fire Marshal, Dept. of Public Works, Board of Light & Power did not have any major concerns. The proposed height, lot coverage, exterior design, and access management all met the standards in the TI district.

The TI district requires a front yard setback of 25 ft. The building is setback 25 ft. from both Columbus and Beechtree. The side yard setback is 10 ft. from the west and north lot lines. Maximum lot coverage in the TI district is 70%. The proposed lot coverage is approximately 40.2%. The maximum building height in the TI district is 40 ft., and the proposed height is 39 ft. 6 in. Building form The TI district does not require specific transparency requirements, but does require building articulation every 50 ft. The articulation is accomplished with the proposed windows and exterior material design. The building exterior is comprised of sandstone masonry, vintage brick, vinyl frame windows, prefinished metal cap flashing, and window openings on the garage level.

The garage level includes an entrance lobby, stairway, equipment room and two 1-bedroom units. The 2nd and 3rd levels include eight 1-bedroom, eight efficiency units, and one 2-bedroom unit. The roof level includes one 1-bedroom unit with a roof deck and an exit walk to the stairway and elevator. Residential unit size varies from 1,050 sq. ft. 2-bedroom, to 600 sq. ft. efficiency units. All units meet the minimum residential floor area of 400 sq. ft.

Per Sec. 40-604.03, a multiple-family dwelling requires two spaces per dwelling unit. After the work session, the applicant amended the site plan. The applicant is proposing 62 total off-street spaces, with 30 covered spaces on the first floor of the building, and surface spaces along the west and north side of the building. The request is a reduction of 12 spaces from the required 74 spaces.

Section 40-604.02 grants waivers and reductions for parking. The applicant notes a 20% reduction may be permitted by the Planning Commission for a use located within 800 ft. of a year round transit stop. However, it was determined the Harbor Transit seasonal stop near Beechtree and Fulton would not count towards this reduction, because the transit stop is not year round in use.

Sec. 40-604.02.C grants a reduction of 1 space per 4 covered or uncovered bicycles spaces. The site plan calls for 38 bicycle spaces, or reduction in 9 parking spaces. The plan also calls for 3 Electric Vehicle charging spaces, 5 compact spaces, and 4 spaces on adjacent property via shared parking agreement. At the work session, the original proposal was for 58 spaces. The Planning Commission recommended the applicant locate about 4 more spaces, and the parking amount would be determined satisfactory. With the bicycle racks and the 4 spaces via shared parking agreement at 1426 Fulton, parking demand should be met.

Previously mentioned during the work session, the city has made a commitment to provide additional housing units to the housing supply. Chapter 12 of the adopted 2023 Master Plan, lists goals for housing and neighborhoods. Goal 1 states "Dwellings in Grand Haven will include a broad range of housing types, including detached and attached, appropriate for all segments of the population. The city should support a variety of housing types and densities and mixed-use developments for all segments of the population that places users near daily services." Staff believes by granting the parking reductions, the proposed development would satisfy the Master Plan.

No signs are shown on the property. The application states 12' to 15' tall light poles will be installed around the parking lot. Ceiling mounted lighting is planned for the garage. No exterior lighting is shown. In order to protect nearby residential uses, a photometric plan should be provided for the exterior parking areas, particularly along the western portion of the property. The parking lot includes catch basins directing stormwater to the main off Beechtree. There is also a gas/oil separator added downstream of the catch basins in the parking garage, as required per DPW. Eight Red Maples and six Japanese Lilac are shown to be planted in the front and side yards of the property. Sec. 40-801.D. requires deciduous trees to be planted within the parkway along Columbus and Beechtree, spaced no more than 25 ft. apart. Sec. 40-803.02 requires a screening area of not less than 5 ft. in width along the perimeter of an off-street parking lot to protect from nearby uses. The west lot line is shared with the residential home at 1423 Columbus. The 5 ft. wide buffer area is comprised of arborvitae, planted 6 ft. in

height, and red maples, also planted 6 ft. in height. The combination should provide screening between the uses.

The applicant says emergency access will be available from Columbus and Beechtree. There will be a 4 in. fire suppression line serving the building. A fire hydrant is located on the SE corner of Beechtree and Columbus.

The application calls for all mechanical systems to be individual thru-wall vented units. No rooftop screening will be required.

A 22' x 22' dumpster area is shown on the NW corner of the site screened by a 6 ft. tall wooden fence.

The eastern entrance serves as a walk up entrance to the building, near the bicycle racks. The site plan includes a sidewalk around the south, west, north and west walls of the building. However, there is no sidewalk shown to connect to Columbus. As mentioned previously, there are 38 total bicycle racks located at the SW, NW, and E side of the building.

At the time of the memo, staff has not received any correspondence regarding this case.

Pete Oleszczuk, Westwind Construction - spoke regarding meeting with residents to answer their questions and concerns in regards to this project. He also stated they relocated the dumpster to the other side based on the residence to the west. He also explained how they were able to create four additional parking spaces on the property per the recommendation from the Planning Commission.

Chair Dora opened the public hearing at 7:43 p.m.

John Baldwin, 1402 Columbus - stated concerns about the rental price and section 8 low income housing.

Nancy Mangus, 1414 Columbus - stated how Oleszczuk answered the whole list of concerns that she and other residents had. Reiterated that her biggest concern is with the house next to the property.

Motion by **Owens**, seconded by **Smelker**, to close the public hearing.

All ayes.

Public Hearing closed at 7:46 p.m.

Commissioners:

Pierce stated he thought this was a great addition to the east side. Asked Pete Oleszczuk if there was any low income housing available. Oleszczuk responded that as of right now there isn't any proposed low income housing. The objective is to not go to low income housing but it would be, if anything, where we have an affordable level but it wouldn't be section 8. Ideally, we would maintain a market rate.

Pierce also asked Oleszczuk about his plan for snow removal and parking. Oleszczuk responded and stated that they would push, consolidate and then pick up, load up and move it when it hits capacity. He also stated based on data he thought there was more than enough parking.

Smelker and Kozanecki stated how they appreciated that they were being proactive with reaching out to the neighbors and taking the initiative and finding a way to add parking spaces onto the property.

Skelly asked Urquhart a question regarding the parking across the street and if they were still planning on utilizing those spaces for guests if necessary. Urquhart responded and stated that those spaces could only be used for non-residential parking. However, the parking could potentially be used for visitors to help alleviate parking, if needed.

Galligan agrees with what has been said and the project.

Borchers asked Oleszczuk a question regarding if the building is going to be brick. Oleszczuk responded and said it won't be real brick but it will be made to look like brick.

Owens stated she is excited about this project. She also stated that the additional parking ratio was very creative.

Smolenska asked questions regarding how wide the alley is by the north side parking and if residents would have enough room to back out into the alley. Oleszczuk stated the alley is a little more than 12 feet wide.

Dora questioned the hours of the rooftop deck. Oleszczuk stated the rooftop would have specified hours of operation.

Motion by Skelly, seconded by Smolenska, to approve case 25-09, a request for a site plan review for multiple-family dwelling at 1445 Columbus Ave. (parcels #70-03-21-477-017 & 016) subject to the following conditions:

- 1) *All conditions of the Fire Marshal and DPW shall be met.*
- 2) *Applicant shall provide shared parking agreement for the 4 spaces located on 1426 Fulton Ave. (parcel #70-03-21-477-018).*
- 3) *A sidewalk shall be shown to connect the internal sidewalk to Columbus Ave.*
- 4) *A special use permit for a multiple-family dwelling at 1445 Columbus Ave. (parcels #70-03-21-477-017 & 016).*

Roll Call Vote.

Yeas: Pierce, Smolenska, Skelly, Galligan, Smelker, Borchers, Kozanecki, Owens, Dora

Nays: None

Motion passed.

Case 25-12: An application for a zoning change request from TI, Transitional Industrial District to PD, Planned Development District and associated Preliminary Development

Plan for South Village PD located on what is commonly referred to as the Dake property at 700 & 724 Robbins Rd. (parcels #70-03-33-100-072 & #70-03-33-100-073).

Urquhart presented the case. Chad Koster of IMD Capital has submitted a request for a zoning change from TI, Transitional Industrial District to PD, Planned Development District and a Preliminary Development Plan for a proposed residential development on the property currently occupied by the Dake property at 700 and 724 Robbins Rd. (parcels #70-03-33-100-072 and #70-03-33-100-073). The site is large and two-thirds of the rear portion of the property is woodland and within the sensitive area overlay. The proposed project includes a mixture of housing types for a total of 189 units on approximately 24 acres. The development plan includes amenities such as a dog park, outdoor pool and sundeck, pickleball courts, and community lounge.

A Planned Development requires approval of a preliminary development plan and rezoning of the property, which are subject to a recommendation by the Planning Commission and approval by the City Council. The applicant would submit a formal Planned Development and Rezoning application for the public hearing. Following approval of the preliminary development plan and rezoning, the applicant will provide a final development plan to the Planning Commission for approval. That plan will include the level of detail expected from a traditional site plan review per Sec. 40-115.04.

The intent of South Village PD is to provide additional housing in the city located on an underutilized brownfield site. The Transitional Industrial District allows multiple-family dwelling per special land use, however due to mixture, size, and building placement of the development, the applicant is considering a multiple phased development, comprised of attached single family, flats, townhomes, and row houses. South Village PD will not contain any nonresidential uses. South Village PD shall be classified as multi-family residential.

The applicant is proposing 3 phases, starting with phases 1 and 2 concurrently. Phase 3 may be amended to develop the remaining portion in an appropriate and desirable manner.

The applicant states the private roads will conform to the minimum road construction standards of the City.

The building massing conforms to the guidance standards in Sec. 40-421.03.C, which requires a building separation of 0 to not less than 20 ft. The applicant is calling for a departure of 6 ft., where units 4 and 5 will be placed 14 ft. apart. The building configuration will allow for a neighborhood design in the townhome units of Phase 3. In addition, Sec. 40-421.03.C provides a maximum lot coverage of 50%. The preliminary development plan calls for 14% lot coverage and 40% open space. The development is compatible with the surrounding community.

Sec. 40-421.03.C provides guidance on building height for multiple-family residential, which is 4 stories or 52 ft. The preliminary development plan does not list building height, but it is presumed all buildings will not exceed 4 stories or 52 ft.

It is not anticipated any fumes or odors will result from the development. The applicant should disclose the plan for dust control during the construction phase. The preliminary development plan calls for dumpster enclosures located throughout the development, near the row houses,

stacked flats, and townhomes. Architectural Character: The architectural character of the buildings is unknown. The applicant should specify during the final development plan the architectural features, color, and theme of the development.

Lighting has not been finalized. All lighting shall meet Sec 40-317.

The preliminary development plan calls for an internal network of private roads leading into the development. Two access drives off Robbins are shown, connecting to phase 2 and 3, and a larger entrance drive for phase 1. The existing commercial property at 724 Robbins will maintain the drive off Robbins, but the internal drive network will not connect with any portion of South Village PD. The applicant will submit a land division applicant for this parcel of 2.1 acres, referred to as parcel B. The intention is to maintain parcel B as TI zoning.

The Institute of Traffic Engineers (ITE) applies Code 220 for calculating average daily trips for a multi-family dwelling unit, which is 6.63 trips per day. Some of the public comments have recommended a traffic impact study, in which the Planning Commission may require as a condition.

Stormwater will be collected through a network of storm pipes and detained in compliance with the city's stormwater ordinance. A large detention pond is proposed near the southeast portion of the property, aligning with the natural drainage patterns and natural topography.

A 189-unit development may generate additional noise from residential traffic, however the principal function of a residential use will not create any lasting noise levels that would disturb nearby properties.

The 24-acre site is heavily wooded on the southern two-thirds of the property. The applicant intends to preserve as many trees as possible to preserve screening with the residential properties to the south and west.

No outdoor storage is proposed. It would be recommended surface parking spaces shall be designated for passenger vehicles only, not for any commercial or trailer storage.

The preliminary plan calls for a neighborhood entrance sign off Robbins. No other signage is proposed. The final development plan should include a detailed signage plan. To accommodate for signage, it is recommended the signage follow Multiple-Family Residential District standards. Parking: The preliminary development plan calls for a total of 533 spaces. 273 on-street or surface parking spaces, 248 garage/driveway spaces, and 12 future parking spaces. The ordinance requires 2 spaces per unit, or $189 \times 2 = 378$ spaces. The plan satisfies the parking demand.

The future land use map in the adopted Master Plan identifies this report at mixed-use redevelopment. Furthermore, the zoning plan in the Master Plan lists Planned Development as a compatible zoning district. The project will result in approximately 40% open space. The project contains statutory support for rezoning. The applicant has acquired a wetland delineation study, and will minimize any negative impact on wetland areas.

Staff has received one email regarding the PD. The concern primarily is with the preservation of screening with the adjacent residential neighborhood, and increase of traffic on Robbins.

Chad Koster - spoke regarding the variety of properties that are planned for the lot and the need for housing in the City. He also stated that there would be no impact on the surrounding wetlands without full review and permits from the State of Michigan and EGLE.

Mike Corby, 840 Ottawa - spoke regarding the wetlands. He stated that most of the wetlands would be left alone and only about 14% would be impacted.

Eric DeYoung - spoke regarding the utilities for the project.

Chair Dora opened the public hearing at 8:29 p.m.

Wayne Doyle, 549 Robbins Rd - commented on increased traffic concerns and asked about plans to handle the traffic

Scott Muellerleile, 15166 Westray St - commented on the wetlands and Ottawa County water preservation concerns.

Judy Everett, 541 Robbins - concerns regarding traffic and traffic flow. She also asked questions regarding putting up a buffer between the development and neighboring homes.

Dan Muellerleile - 15028 Westray St - commented on the wetlands, current water conditions and the potential impact to traffic. He also commented on the potential chemicals that were believed to have been dumped on the property.

Rodney Vanabbema, 15046 Westray St - commented on wetlands and traffic concerns. Also, commented on concerns regarding all of the trees on the property.

James Oneal, 207 Valley Ct - commented on concerns of traffic and potential backups and would like to see a traffic plan done.

Bob Poel, 15080 Westray St - commented on concerns of traffic.

Robert Everett, 541 Robbins Rd - commented on questions regarding if the property is zoned to be a high density property.

Motion by **Kozanecki**, seconded by **Smelker**, to close the public hearing.

All ayes.

Public Hearing closed at 8:45 p.m.

Commissioners:

Pierce - stated concerns over environmental impacts and traffic congestion.

Smelker - asked questions regarding where they got the wetland size in the plans.

Kozanecki - echoed other commissioners' concerns regarding traffic. She stated that she would like to see a traffic study to determine potential issues and fixes.

Skelly - asked questions regarding chemical study done on the property.

Galligan - stated he would like to see solutions to the traffic issues and not just a traffic study.

Borchers - stated he would like to see about ½ or ⅓ of the properties be owner occupied properties.

Owens - stated that while the traffic and wetland issues were obvious concerns this meeting is for a zone change. She asked the other commissioners to reiterate if they are looking to move forward.

Smolenska - stated she is ready to move forward and that other concerns can be mitigated at a later date.

Dora - stated that commissioners' concerns were all valid and that they can come up with a traffic study recommendation with consideration for solutions to move forward.

Motion by **Owens**, seconded by **Smelker**, to recommend to City Council approval of Case 25-12, a zoning change request from TI, Transitional Industrial District to PD, Planned Development District and a preliminary development plan for a Multi-family development located at 700 and 724 Robbins Rd. (parcels #70-03-33-100-072 and #70-03-33-100-073), based on the information submitted for review and subject to the following conditions:

- 1) *A departure from the building separation standard of 20 ft. is approved to allow for a building separation of 14 ft. 2 in between units 4 and 5 in building area D, 16 ft. 5 in, between units 4 and 5 in building area E, and 16 ft. 6 in. between units 17 and 18 in building area G as shown on the preliminary plan.*
- 2) *A lot split application shall be submitted for the lot split of parcel #70-03-33-100-072 and subsequent combination with parcel #70-03-33-100-073 prior to preliminary development plan approval.*
- 3) *The street trees along Robbins Road will be re-planted per Public Works specifications.*
- 4) *Landscaping around the perimeter of the property should be preserved to the greatest extent possible to soften and screen the site and to provide the greatest buffer from the residential properties to the south and west, and railroad to the east.*
- 5) *A sensitive area overlay application shall be submitted with the final development plan.*
- 6) *A sanitary sewer agreement shall be prepared and duly recorded with Grand Haven Charter Township.*
- 7) *Signage shall conform to the MFR District standards.*
- 8) *Exterior cladding materials shall meet the standards of the MFR district.*
- 9) *A traffic impact study is submitted prior to the final development plan. The traffic impact study shall identify any solutions to any adverse impacts on public roadways resulting from the development.*
- 10) *A utility plan shall be included in the final development plan.*
- 11) *An EGLE permit shall be submitted and approved for development in any identified wetland area.*

And the following findings of fact entered into the record:

- 1) *The preliminary development plan conforms to the future land use plan and zoning plan in the adopted 2023 master plan.*

- 2) *The 189-unit development satisfies goal one, objective A of the 2023 master plan in which dwellings in Grand Haven will include a broad range of housing types, appropriate for all segments of the population. South Village Plan Development will support a variety of housing types and density that will place users near daily services.*

Roll Call Vote.

Yeas: Owen, Borchers, Kozanecki, Skelly, Smolenska, Galligan, Pierce, Smelker, Dora

Nays: None.

Motion passed

Chair Dora called for a 5-minute recess at 9:15 p.m.

Chair Dora called the meeting back to order at 9:20 p.m.

Case 25-13: Zoning Text Amendment to Sec 40-411.02.A, to permit short term rentals in the Centertown Overlay in the Neighborhood Mixed-Use District.

Urquhart presented the case. John Groothuis submitted an application for zoning change to amend Sec. 40-411.02.A of the Zoning Ordinance, a text amendment to allow short term rentals by right in the Centertown Overlay within the Neighborhood Mixed-Use district. Short term rentals are permitted in the following districts:

In March, the Planning Commission held a pre-public hearing regarding the zoning text amendment. The feedback was largely not in favor of the request. However, it does appear the focus was placed primarily on Steinbech Crossings, the mixed-use development at 7th and Columbus, instead of the entire task, which is to include all parcels within the Centertown Overlay to be eligible for short term rentals.

Furthermore, an option to rezone the Centertown Overlay into a different zoning district was discussed. The rezoning would allow for short term rentals, zero ft. front yard setbacks, increased building height, and maximum lot coverage. However, the option to rezone the Centertown Overlay would be a significant undertaking, and perhaps does not fully align with the Centertown Vision Plan. Rezoning may create nonconformities, compromising the intent. It shall be imperative to clarify the future plans of Centertown.

If the focus remained on a single project, rezoning the parcels to a district which permits short term rentals is also an option. Spot zoning would occur, and the only logical approach would rezone to Planned Development. The PD could permit additional uses, building height and massing, and likely contradict the approved Steinbech Crossings site plan from 2024.

The proposed amendment would apply to the Centertown Overlay only, which is about 24 parcels. Although permitted by right, for a short term rental certificate to be issued, the underlying use must be in compliance with the Neighborhood Mixed-Use District, and shall satisfy the minimum parking requirements for on-site parking.

According to the American Planning Association, the definition of an overlay district is "a zoning district which is applied over one or more previously established zoning districts, establishing additional or stricter standards and criteria for covered properties in addition to those of the

underlying zoning district". Communities often use overlay zones to protect special features or uses. Overlay zones can also be used to promote specific development projects. Per Sec. 40-411.04, the Centertown Overlay district was established to fulfill the Main Street Downtown Development Authority's (MSDDA) desire to allow for increased density within this commercial node due to its proximity to the downtown core and its importance within the MSDDA district.

In addition, if the text amendment to Sec. 40-411.02.A proceeds, then Sec. 40-111.04 will require a text amendment to specifically list short term rentals as a permitted use within the Centertown Overlay.

Section 40-121.B lists the standards for reviewing a zoning text amendment. The applicant has provided responses to those standards in their submittal. A zoning text amendment requires a public hearing. Following the public hearing, the Planning Commission shall consider the amendment request, pursuant to Sec. 40-121.B.

The Main Street DDA has submitted a letter of support for the zoning text amendment. At the time of this memo, no other correspondence has been received. It is requested the Planning Commission hold the public hearing, consider the public comments and discuss. A recommendation is not required.

Smolenska recused herself from the public hearing.

Chair Dora opened the public hearing at 9:29 p.m.

Joyce Workman - commented on how everyone at the Centertown group meetings signed a letter of support in favor of this.

John Groothuis, 115 Sherman - commented on concerns of short-term rentals and spoke about his belief that we need short term rentals and the overlay district is where it makes the most sense to have them.

Motion by **Galligan**, seconded by **Skelly**, to close the public hearing.
All ayes.

Public Hearing closed at 9:34 p.m.

Commissioners:

Pierce - stated he would like to see this not done as a right and instead have the short term rentals be done as a special land use.

Smelker - stated the overlay is so tightly defined that she's okay with it being listed for short term rentals. She also stated that she was surprised by the negative commissioner comments.

Kozanecki - stated she was not in full support of this. She stated the vision plan for Centertown does not include short term rentals and she is afraid this will cause other areas to want to become short term rentals. She also agreed with Pierce and stated that she doesn't like the thought of having short term rentals being by right.

Skelly - stated concerns over possible short term rental expansion.

Urquhart explained for the public what by right vs special land use is per request from Mike Dora.

Galligan and Borchers - made statements in support of this.

Owens - stated she would be more comfortable if the short term rentals were by special land use and not by right.

Dora - stated he would like to wait for more information from the Centertown group.

Chandi, MSDDA Director - responded to a question regarding if the DDA would be willing to sit down with the Planning Commissioners to have a joint discussion regarding this issue.

Motion by **Galligan**, seconded by **Kozanecki**, to postpone a recommendation to City Council on amending section 40-411.02A to allow short term rentals in the Centertown Overlay District in the Neighborhood Mixed Use District until the following:

- 1) *Additional information is provided regarding the intent of the Centertown Overlay and/or a joint meeting is held with the MSDDA and Centertown.*
- 2) *Guidance is received from City Council on amending short term rental eligible locations.*
- 3) *Findings reveal an alternative approach may be necessary.*

Roll Call Vote.

Yeas: Borchers, Owens, Skelly, Galligan, Pierce, Smelker, Kozanecki, Dora

Nays: None

Motion passed.

Old Business: None

Zoning Board of Appeals Liaison Report:

Kozanecki said we didn't have a meeting and we're not having a meeting tomorrow.

City Planner Report:

Urquhart said we are still waiting to hear back from the Grand Landing Hotel on the final development plan. We are also waiting to hear back on a few others but as you saw, we will have the public hearing for the 233 Washington St. Hotel coming up.

He also said that he sent out, for reference, the Michigan Citizen Planner Resources on Ordinance and Enforcement guide that our mayor was very kind in giving to us. ZBA will also get sent that too.

Urquhart then thanked the Planning Commissioners for being accommodating and rescheduling this meeting from the 15th to the 22nd.

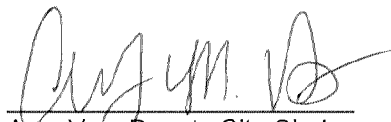
Call to the Audience: Second Opportunity:

Mike Fritz, 225 Clinton - thanked the commissioners for spending their time and for all of their hard work

Bob Monetza, Mayor - seconded what Mike Fritz stated.

Motion by **Kozanecki**, seconded by **Skelly**, to Adjourn.
All Ayes **Motion Passed.**

Chair Dora adjourned the meeting at 10:07 p.m.



Amy Vos, Deputy City Clerk



Sustainability & Energy Commission Minutes 4/10/25

A regular meeting of the Sustainability & Energy Commission (SEC) was called to order by Dan Small at 6:05 on Thursday, April 10, 2025, in the Council Chambers of Grand Haven City Hall.

Present: Pamela Blough, James Hagen, Jean Madden, Jim Mathews, Patti Nelsen, Nancy O'Neill, Dan Small

Absent: Ryan Cotton, Brittany Goode, John Kinch, Andrei Skelly

Also present: Eric Law (Administrative Liaison)

1. Call to audience: Jan O'Connell of the Sierra Club provided information about Earth Day on April 26th to be held at the Temple Lounge in Spring Lake. She also provided information on an upcoming speaker for the Wege Foundation.
2. Previous Meeting Minutes approved.

AGENDA

1. Forest Management Update: Madden reports no updates on the Mulligan's Hollow Trail System grant or the deer management plan work session. Law suggested that the Grand Haven Area Community Foundation might have funding opportunities for community projects.
2. Energy Task Force Update: Nelsen reports that the North Ottawa Community Energy Plan (NOCEP) was approved by the Ferrysburg planning commission last fall and by the Ferrysburg Council on March 17 with a 5-2 vote. They have a growing interest in residential energy retrofits. Grand Haven Township (GHT) Council discussed the NOCEP on March 24th and scheduled a work session for Monday, April 14 at 6 PM. to get more information on aspects of the plan. The Grand Haven City Council will review NOCEP on April 14. Both the SEC and City administration recommend adopting the plan, with implementation directed by the City Manager. Individual actions involving budgetary expenditures will require City Council approval. Cotton and Gary Post (NOCEP committee chairperson) met with City Manager Latsch and Rob Shelly (Board of Light and Power Manager) to discuss grant funding for a temporary, part-time residential energy advisor.
3. Prioritization Survey Results: Madden presented results of the Prioritization surveys based on Michigan Green Communities and NOCEP sustainability initiatives. Key goals identified by the SEC: Assist staff in implementing the NOCEP; Review city ordinances and policies and recommend sustainable alternatives for energy efficiency, renewable energy and land use; Implement a

city-wide tree canopy improvement project; Enhance healthy, low-impact transportation infrastructure and transit options; Improve residential, municipal and business recycling and composting levels. The next step is to rank goals in order of importance, and determine the feasibility of pursuing multiple projects simultaneously.

4. Burns provided an update on urban forest management in Grand Haven. Key achievements in 2024: the City transitioned from reactive to preventive measures; thirty-five trees that were unsafe were removed including six with potential Oak Wilt disease; hemlocks were treated for Hemlock Woolly Adelgid (HWA) in Lake Forest Cemetery, Mulligan's Hollow, and Highland Park; twenty new trees were planted in the Dunes, and native grass planting will start next fall; conducted drone surveys that detected no new Oak Wilt epicenters. In 2025, drone flights will be expanded to include Highland Park. Burns also provided information for the management and mitigation of Oak Wilt, HWA, and Beech Bark Disease. Without management treatment and mitigation, "We could lose 60%-90% of our tree canopy to invasive species if left untreated."

Other Business: (a.) Earth Day is April 26th in Spring Lake at the Temple Lounge, noon- 4PM. (b.) A NOCEP celebration is planned for May 6th.

Final Call to Audience: no additional comments.

Adjourn: Small made a motion to adjourn at 8:05 PM. Madden supported. Unanimous consent.