AGENDA

Park Township
Planning Commission Regular Meeting

June 10, 2020
6:30 p.m.

(Please turn off or set to silent mode all cellphones and other electronic devices)

VIA ZOOM
Meeting ID: 847 4794 3986 / Password: 190443 / Toll Free: (929) 205-6099

- We ask that attendees please conduct themselves in the same manner they would if physically present at a meeting at Park Township Hall.

- We ask that attendees, besides Commission members, Staff, and the recording secretary be on mute. Members of the public will be permitted to make comments during both public comment portions of the meeting. If any participant would like to speak, please virtually raise your hand. The Planning Commission Chair will recognize those requesting to speak, and will ask each Planning Commission member if they have comments on the matter(s) discussed.

- The Planning Commission has paper and electronic copies of the meeting materials, which were posted on Park Township’s website on or around June 4th. The meeting host may also share meeting materials using screen share functionality.

- Please note that this meeting is being recorded, and disruptive participants will be removed from the meeting. If there are too many disruptions to the meeting, the meeting will end early.

- All votes should be taken by roll call vote.

1. Call to Order

2. Approval of Agenda

3. Approval of Minutes: Regular meeting May 13, 2020

4. New Business: None

5. Old Business:
   a. Master Plan – Public/Open Space classification

   **Anticipated Action:** Review alternative map classifications for the Public/Open Space classification properties presented by staff, as well as the related text revisions.
Provide direction to staff to finalize and/or transmit to the Board of Trustees for review and distribution approval.

b. Public Hearings To Be Scheduled
   i. Ottawa Beach NHP Overlay
   ii. Tree Preservation Chapter

   Anticipated Action: Determine the appropriate location (virtually or in person) and dates for public hearings

6. 2019 Annual Report

   Anticipated Action: Approval of the Report, with any necessary revisions, and transmission to the Board of Trustees

7. Election of Officers

8. Public Comments

9. Announcements
   a. Next Planning Commission meeting date July 8, 2020

10. Adjourn
CALL TO ORDER:

Chair Pfost called to order the regular meeting of the Park Township Planning Commission at 6:37 P.M., held in via Zoom remote conferencing as permitted by Executive Order 2020-75.

ATTENDANCE:

Present: Dennis Eade, Rosemary Ervine, Diana Garlinghouse, David Kleinjans, Denise Nestel, Jeff Pfost, Terry DeHaan

Staff: Greg Ransford, Planner; Emma Posillico, Zoning Administrator; Dan Martin, Attorney

Pfost reviewed the rules for the Zoom meeting process.

APPROVAL OF AGENDA:

Motion by Ervine, supported by Eade, to approve the agenda as submitted.

Roll Call Vote:

DeHaan, aye; Eade, aye; Ervine, aye; Garlinghouse, aye; Kleinjans, aye; Nestel, aye; Pfost, aye.

Ayes 7, Nays 0. Motion carried.

APPROVAL OF MINUTES:

Kleinjans noted one change on page 4: In the sixth paragraph the last line should read …"within 40' from the street right-of-way."
Ervine noted two grammatical errors and would refer them to the Recording Secretary.

**Motion by Eade, supported by Kleinjans**, to approve the March 11, 2020 Regular Meeting Minutes as corrected.

**Roll Call Vote:**

DeHaan, aye; Eade, aye; Ervine, aye; Garlinghouse, aye; Kleinjans, aye; Nestel, aye; Pfost, aye.

Ayes 7, Nays 0. Motion carried.

**NEW BUSINESS**

**A. Land Use Report –**

Ransford reminded the Planning Commission that he included the Land Use Report in their meeting packet.

Nestel asked about the remaining NHP scheduling since the COVID-19 requirements have delayed in-person public meetings.

Ransford said Manager Fink was to make calls. Posillico added that she had discussed this with Fink but he wanted to be involved since he had the previous workshop experience held last summer. It has been temporarily delayed but he will be involved in the calls.

Nestel asked about the permit situation regarding the former Coastal Condos site which has been sold. The new owner is using it as a farmers’ market site and has a temporary permit for that use. She had visited the market and while there the owner asked if a new permit would be required to allow a pizza truck to sell at the market site. Apparently there is concern about additional traffic by adding a pizza truck. She asked Martin if he had information about this matter.

Posillico replied that the new owner, Ms. Daniels, was issued a three month license for a farm stand. Adding the pizza truck as part of the market sales would require a special use permit. It could be a possibility for the future.

Legal Counsel Martin concurred with Posillico’s statement.

**OLD BUSINESS**

**A. Planned Unit Development – Anchorage Marine**

**Major Amendment, Preliminary Development Plan – 1825 Ottawa Beach Road**
Ransford provided the background for this item. The Anchorage Marine PUD was originally approved in 1985 which predates the current PUD language in the Park Township Zoning Ordinance. Anchorage Marine seeks Preliminary PUD Development Plan approval for six single-family residential condominium units on the second floor of the existing building, as well as on a new third floor.

The February meeting of the Planning Commission included direction to the applicant regarding the following: 1) density, 2) pocket park pavers, 3) off-season boat storage, 4) consent signatures, 5) open space and maintenance agreement, 6) wheel stops at northwest parking spaces, 7) exterior light fixtures, and 8) Ottawa County Water Resource Commissioner’s Office acknowledgement of preliminary plan review.

Staff review believes the above components are satisfied. However, clarification is required prior to final plan review for the following: 1) off-season boat storage — applicant’s intent regarding the extent of storage and the relationship to full access by the Fire Department, 2) consent signatures - the consent document of the Anchorage Marine Condominium Association President should include a printed name for clear representation, and 3) open space and maintenance agreement — the document excludes the open space on the north side of the property.

Ransford said the Township Fire Chief has forwarded his approval regarding access as noted in #1.

Jeff Cavanaugh, owner of Anchorage Marine, spoke to this. He said Chief Gamby, Fire Chief for the Township, agreed the access is okay. He deferred to project manager, Tracy Hutchinson, and architect, Andy Baer, for further questions and concerns.

Hutchinson said there was a line drawn on the plan to point out boat storage. It was added to show the route a truck would pick up a dumpster. The space wasn’t meant for other boat storage. It was the northwest corner that was in question. The Fire Marshall looked at the layout and said the boats can remain because there is adequate space.

Pfost said Chief Gamby indicated it is normal business for him to be sure apparatus has access.

DeHaan said he was under the assumption trucks have to be able to go around the building. He wondered why the boats can remain where they are.

Hutchinson said a truck can do a “hammerhead” or “Y” turnaround that satisfies access. The access doesn’t have to be all around the building.

Pfost said there is supplemental information available from Chief Gamby regarding this matter.

Pfost asked Martin about the second concern – consent signatures.

Martin understood the Township will receive the clarification for the names of the signatures. The names just need to be typed on the document.
Ransford said this will satisfy that requirement.

With regard to the third concern regarding the open space maintenance agreement, Ransford said there are two parts: 1) At present, the open space agreement addresses only the pocket park but not the northern area that is also open space. 2) That portion of the property should be identified by the documents. Once Martin reviews this it will be ready to go.

Kleinjans asked about the curves on the drive on the west side, item b on page C101. It refers to a gutter that, in his opinion, wouldn’t be appropriate for a bike path.

Hutchinson said the area will have a ramp.

Kleinjans referred to the lighting. Will they be slanted back to the garage?

The answer was yes.

Kleinjans also asked about the lights on the balconies. The bulbs are exposed. Andy Baer indicated he would fix this issue.

Ervice asked about the plans for drainage and if there are options about any backup of water.

Hutchinson said they are working with the Ottawa County Water Resources Commission – it’s mostly a matter of installing minor infiltration items to take care of any runoff.

Hutchinson added they won’t be changing any grading.

Pfost advised we will want to include recommendations of the Water Resources Commission. If the applicant has something from that Commission it should be part of the documents, including all approvals.

Ervice moved, supported by Garlinghouse, to approve the Preliminary Plan for the Anchorage Marine PUD.

Roll Call Vote:

DeHaan, aye; Eade, aye; Ervine, aye; Garlinghouse, aye; Kleinjans, aye; Nestel, aye; Pfost, aye.

Ayes 7, Nays 0. Motion carried.

B. Ottawa Beach NHP – future meeting date for the public hearing

Pfost pointed out that because of the COVID-19 impact the May/June time frame was affected. Additional input will be needed. He hopes to include this at the next public meeting of the Planning Commission.

Nestel commented that the remaining issue was in regard to fire pits. Has then been resolved?

Ransford said all the language was resolved. We just need to schedule a Public Hearing.
Garlinghouse asked if we could schedule a Public Hearing via Zoom.

Martin said the Governor’s Executive Order stated you can hold a meeting electronically. It does not waive the public hearing requirements contained in the Planning Enabling Act, and he wasn’t sure whether that Act required the public hearing to be in person. He noted it was not likely that there was such a requirement, but that there was a possibility someone could challenge it.

Garlinghouse asked if he could check on this.

Nestel said the Township Board moved its meeting to May 21 because they thought they would be able to hold a public meeting.

Martin said other communities are holding Zoom public hearings. The City of Holland is discussing it and will be holding a public hearing next week. The Governor’s original order expired on May 12. The governor has now extended the Open Meetings Act executive order through June 30 and the stay-at-home order until the end of May. This could be extended. Remote public hearings during meetings could be challenged if the stay-at-home order was lifted. There is nothing in the Planning and Enabling Act requires the Planning Commission to have a public hearing in person.

Pfost said we want public input in the right way. We have until Labor Day to allow public input, especially for the neighbors in the Ottawa Beach community. He encouraged staff to move forward on the other NHP areas in a parallel fashion COVID-19 notwithstanding.

DeHaan supported this approach. We have time to wait and hold a public hearing in an open meeting.

Kleinjans suggested moving forward as quickly as reasonable. No one’s safety is involved so we can afford to wait it there are difficulties involved.

Eade said there is nothing controversial now so delaying a public hearing is logical. We can certainly agree to work on the other matters in a parallel situation.

Nestel supported this position and agreed to work on a parallel path in other matters.

Erwine said it would be good to have a public hearing in the summer. Once we get direction from the Governor we should move forward.

DeHaan said we shouldn’t wait a year.

Ransford said July 4 is on a Saturday – we need to consider its proximity to your regular July meeting when we schedule the Planning Commission meeting and a public hearing because we could take advantage of this timing and the amount of residents within Ottawa Beach for the holiday.

C. Election of Officers
Pfost said three commissioners have terms that end this month – all are willing to continue. Pfost said this is his last year as chair. For the election at the next meeting, consider who should be elected as the new chair.

PUBLIC COMMENT

Pfost opened Public Comment at 7:25 P.M.

There was no comment

Pfost closed Public Comment at 7:25 P.M.

ANNOUNCEMENTS

The next Planning Commission meeting date is June 10, 2020.

ADJOURNMENT

Nestel moved, supported by Kleinjans, to adjourn the Regular Meeting at 7:27 P.M.

Voice Vote:

Ayes 7, Nays 0. Motion carried.

Respectfully submitted,

Judith R. Hemwall
Recording Secretary
May 16, 2020

Approved:
Executive Summary

Pursuant to the Michigan Planning Enabling Act, Act 33 of 2008, as amended, the Park Township Planning Commission (PTPC) was formed to review land use proposals and provide approval, denial, or recommendation to the Park Township Board of Trustees regarding the same; draft and maintain the Park Township Master Plan; conduct revisions to the Park Township Zoning Ordinance and provide recommendation and; conduct review and analysis of other related land use matters as requested by the Park Township Board of Trustees.

As a result of the responsibility of the PTPC, the Department of Community Development provides this monthly activity report as a synopsis of the land use planning efforts of the PTPC.

Current Land Use Proposals

_Anchorage Marine Planned Unit Development Amendment_

At the May 13, 2020 meeting of the PTPC, the applicant received Preliminary Planned Unit Development Plan approval and is authorized to return with a Final Development Plan. A Final Development Plan submission has not yet been provided.

Current Ordinance Reviews

_Tree Preservation_

The proposed Tree Preservation Chapter was authorized to be scheduled for a public hearing. The PTPC is scheduled to discuss a hearing date at their June 10, 2020 meeting.

_Neighborhood Heritage Preservation (NHP)_

_Ottawa Beach (West Michigan Park Association)_

The proposed Ottawa Beach overlay language was authorized to be scheduled for a public hearing. The PTPC is scheduled to discuss a hearing date at their June 10, 2020 meeting.

_Four Remaining NHP Areas_

Pursuant to the direction of the PTCP, staff has begun the process to examine the results of the public workshops related to the four remaining NHP areas. Staff is also contacting residents of those areas via phone and email for additional input. At a future PTPC meeting, staff intends to present their findings and recommendations to the PTPC.
Construction Observation Update – Approved Land Use Projects

The Reserve on Lake Macatawa

The building permit has been issued for the community building, which was recently modified to address a structural issue. Two (2) permits have been issued for residential units, and one (1) permit has been applied for and is pending.

Beachwalk Condominiums – Ottawa Beach Road

NO CHANGE - A building permit application has been received for the community pool.

Coastal Condominiums

NO CHANGE - The Township Board approved the extension of the PUD for one (1) year at their April 9, 2020 meeting. However, Staff learned on April 13, 2020 that the ownership of the subject property was transferred to an adjoining property owner on April 12, 2020. Subsequently, said neighbor requested to temporarily utilize the property for sales of farm products during the COVID-19 pandemic. Township Staff confirmed with the Township Attorney that if the use of the property was modified to farm sales, even temporarily, that the right to utilize the Coastal Condominiums PUD would be terminated and the property would revert back to the underlying zoning district. The current property owner agreed to lose the right to the PUD. As such, this project and PUD are inactive, and would have to be fully resubmitted to the Planning Commission again, in order to be utilized as a PUD.

KIN Coffee – 1200 Ottawa Beach Road – Coffee Shop and Residential Use

NO CHANGE - A sign permit (and associated electrical permit) was issued on October 21, 2019. Remodel permits were issued on April 24, 2019 for the second floor apartment, which has since had its final inspections and approval. Remodel permits for the first floor coffee shop were issued in March 2020, where interior work continues.

Cityside Apartments – 3618 Butternut Drive

NO CHANGE – A building permit was issued on October 8, 2019. Work continues.

Upcoming Matters

Itty Bitty Bar Parking Lot

NO CHANGE - The Itty Bitty Bar is seeking to construct additional parking to serve their multi-tenant building located at 1130 Ottawa Beach Road. Staff has provided review comments to the applicant but has not received a response for several months. The applicant illegally expanded their parking area again and a Stop Work Order was posted by the Township. Subsequently, we understand the applicant is seeking quotes to compile the required revisions to the site plan for review.

In April 2020, the new owner of the properties to the east of the Itty Bitty Bar parking lot, previously approved as the Coastal Condominiums PUD, was approved for a temporary peddler’s
license for Visser Farms to sell produce from a truck on the property. The owner came to an agreement with BVW, the owner of the Itty Bitty Bar parking lot, to utilize the bar’s gravel parking area for parking for the farm truck. The owner was told that the parking area cannot expand, and cannot be paved.

*Macatawa Legends Planned Unit Development Amendment*

NO CHANGE – The applicant seeks to amend the existing Planned Unit Development and establish 57 single family lots on an existing private road. The applicant is revising the plans as a result of our review comments and is anticipated to be on a subsequent agenda. However, we have not received any response for a few of months.
MEMORANDUM

To: Park Township Planning Commission  
From: Gregory L. Ransford, MPA  
Date: June 2, 2020  
Re: Public/Open Space Classification – Master Plan Map and Related Text Amendment

Pursuant to your direction at your March 11, 2020 meeting, attached is a draft Master Plan Map removing the Public/Open Space Classification (POSC) and designating the related 47 parcels to various classifications.

As you will recall, at your February 12, 2020 meeting, we discussed that the majority of these properties, in our opinion, would essentially be rendered dormant in the instance of a map amendment (rezingoning) request, given that the POSC does not support any other type of land use other than public or open space, nor does it correspond to any zoning district found within the Park Township Zoning Ordinance. Further, as a result of this, a map amendment request of any of these 47 properties would place the Planning Commission in an awkward position since the Park Township Master Plan (PTMP) does not provide sufficient guidance to determine if the request is consistent with the Plan (except that of public or open space use).

Finally, as we also discussed, the rare exception to this inventory is the properties identified within the Ottawa Beach Neighborhood. Those properties remain identified in blue within the draft Master Plan Map, but are re-classified as their own designation of “Park 12/MDNR” to be consistent with the previous Ottawa Beach PTMP language you reviewed regarding the same.

Master Plan Map

Rather than identifying each property change within this memorandum, please refer to the attached inventory sheet and numbered Master Plan map you reviewed at your March meeting for cross reference purposes. For your convenience, we have added a column titled, “Proposed MP Classification,” to the inventory sheet identifying the classifications we designated.

Master Plan Text

As a result of the removal of the Public/Open Space Classification, the following revisions must occur to the PTMP text. In addition, many of our proposed revisions are unrelated to the Public/Open Space Classification and are simply corrections of errors we found within the text.

Page 53 – Public/Quasi Public

This language describes the Public/Quasi Public Classification (which is synonymous with the Public/Open Space Classification – we believe the PTMP accidentally uses two terms for the same purpose). It is part of the Community Agenda – Chapter 4, which describes all of the future land use classifications (also referred to in the PTMP as “designations”). We recommend that this language is replaced with the following, which is identical to the previous Ottawa Beach PTMP language you reviewed and found satisfactory (which is waiting transmission to the Board of Trustees).
In an effort to protect the character of existing open spaces within North Beach, this Plan recognizes the significance of the property owned by Ottawa County as a result of the 2005 Stipulation and Order Regarding Park 12 Parcels with the West Michigan Park Association. In addition, this Plan recognizes the same open space significance of the State park property owned by the Michigan Department of Natural Resources. To preserve these open spaces, all property within the areas owned by Ottawa County, in particular, the Park 12 Parcels as identified on the Future Land Use Map and within the Appendix, as well as all property owned by the Michigan Department of Natural Resources, also identified on the Future Land Use Map, are never intended to be altered beyond their existing predominant open space character, except for those improvements necessary to manage the State park properties.

Page 56 – Southside

Currently, the Southside Subarea Plan indicates, in part, the following and should be revised as shown below. New language is proposed in bold text. Deletions are shown in strikethrough text.

The Southside Subarea Plan includes lands designated Low Density Residential, Inland Macatawa Lakefront Residential, General Commercial, and Resort Commercial, and Public/Open Space.

As you will note within our revisions above and unrelated to the main task of this amendment, inconsistencies exist between classifications as established in the first half of Chapter 4 – Community Agenda and the subarea language. We have corrected those inconsistencies accordingly.

Page 58 – North Beach

Currently, the North Beach Subarea Plan indicates, in part, the following and should be revised as shown below. New language is proposed in bold text. Deletions are shown in strikethrough text.


As you will note within our revisions above, the PTMP incorrectly identifies the Neighborhood Heritage Preservation Classification as “Historical Residential.” We propose to correct that error. Moreover, however, it appears the PTMP accidentally uses two terms to describe the Neighborhood Heritage Preservation areas, as the Master Plan Map identifies those areas as the “Community Heritage Preservation” Classification. We recommend that these discrepancies are corrected by removing the latter. Fortunately, the “CHP” acronym for Community Heritage Preservation only appears in the text in one other location on page 54 and the “Community Heritage Preservation” phrase does not appear elsewhere within the language.

Further, as you will note within our revisions above, inconsistencies exist between classifications as established in the first half of Chapter 4 – Community Agenda and the subarea language. We have corrected those inconsistencies accordingly.

Page 61 – Lakeshore

Currently, the Lakeshore Subarea Plan indicates, in part, the following and should be revised as shown below. New language is proposed in bold text. Deletions are shown in strikethrough text.
The Future Land Use Map designates the area for Residential - Low Density Residential and Shoreline Residential and Public/Open Space and also includes lands east of Lakeshore Drive, shown as Rural Estate Residential.

As you will note within our revisions above and unrelated to the main task of this amendment, inconsistencies exist between classifications as established in the first half of Chapter 4 – Community Agenda and the subarea language. We have corrected those inconsistencies accordingly.

Page 62 – Park Central

Currently, the Park Central Subarea Plan indicates, in part, the following and should be revised as shown below. New language is proposed in bold text. Deletions are shown in strikethrough text.

As such, the Future Land Use Plan does not anticipate significant land use changes and designates the area for Residential - Low Density Residential and Public/Open Space.

As you will note within our revisions above and unrelated to the main task of this amendment, an inconsistency exists between classifications as established in the first half of Chapter 4 – Community Agenda and the subarea language. We have corrected that inconsistency accordingly.

Page 65 – Perry Reserve

Currently, the Perry Reserve Subarea Plan indicates, in part, the following and should be revised as shown below. New language is proposed in bold text. Deletions are shown in strikethrough text.

As you will note within our revisions above and unrelated to the main task of this amendment, inconsistencies exist between classifications as established in the first half of Chapter 4 – Community Agenda and the subarea language. We have corrected those inconsistencies accordingly.

Page 76 – Zoning Plan – Public/Open Space

Given the removal of the Public/Open Space Classification, this portion of the Zoning Plan should be replaced with the following, specific to the new Classification for the Park 12/MDNR properties.

Park 12/MDNR – There is no corresponding zoning district for this land use designation.

Table of Contents

A related reference to the Public/Quasi Public Classification for Chapter 4 of the Table of Contents should be revised accordingly.

If you would like a copy of any of the existing PTMP text, please let us know and we will transmit them to you.

Planning Commission Considerations

As the Planning Commission deliberates regarding the draft Master Plan Map and text, we believe the following warrant your review and consideration. They are listed in no particular order.

- The proposed classifications
- The removal of “CHP” and “Community Heritage Preservation” from the Master Plan text
• The removal of “CHP – Community Heritage Preservation” from the Master Plan Map Legend
• Corrections to multiple classifications noted herein and of the Macatawa “Lake” Residential classification within the Master Plan Map Legend

**Anticipated Action**

Pending your review of the proposed Master Plan Map Classifications and the revised text, the Planning Commission can provide direction to staff to finalize the revisions and/or transmit the changes to the Board of Trustees.

The Master Plan has been scheduled for your review at your June 10, 2020 meeting. If you have any questions, please let us know.

GLR
Planner

Attachments

cc: Howard Fink, Manager
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<td>70-15-33-380-001</td>
<td>Light House Division</td>
<td>3.1103</td>
<td>Vacant Land/Sea wall</td>
<td>Community Heritage Preservation</td>
</tr>
<tr>
<td>27</td>
<td>70-15-33-380-002</td>
<td>U. S. Coast Guard</td>
<td>0.1402</td>
<td>Vacant Land</td>
<td>Community Heritage Preservation</td>
</tr>
<tr>
<td>28</td>
<td>Not a separate parcel - part of #29</td>
<td></td>
<td></td>
<td>Park 12/MDNR</td>
<td></td>
</tr>
<tr>
<td>29</td>
<td>70-15-33-428-001</td>
<td>2282 Ottawa Beach</td>
<td>6.7108</td>
<td>County Park/Marina</td>
<td>Park 12/MDNR</td>
</tr>
<tr>
<td>30</td>
<td>70-15-33-428-003</td>
<td>2280 Ottawa Beach</td>
<td>0.2816</td>
<td>Pump House</td>
<td>Macatawa Lake Residential</td>
</tr>
<tr>
<td>31</td>
<td>Not a separate parcel - part of #17</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>32</td>
<td>70-15-34-476-001</td>
<td>666 Harrington Ave.</td>
<td>2.1336</td>
<td>Vacant Land</td>
<td>Low Density Residential</td>
</tr>
<tr>
<td>33</td>
<td>70-15-34-428-050</td>
<td>644 S. 40th Ave.</td>
<td>4.5081</td>
<td>Virginia Park/Maximun Center</td>
<td>Low Density Residential</td>
</tr>
<tr>
<td>34</td>
<td>70-15-34-428-049</td>
<td>644 S. 40th Ave.</td>
<td>0.925</td>
<td>Fire Station</td>
<td>Low Density Residential</td>
</tr>
<tr>
<td>35, 36</td>
<td>Divided into 20 parcels for development of residences</td>
<td></td>
<td></td>
<td>Low Density Residential</td>
<td></td>
</tr>
<tr>
<td>37</td>
<td>70-15-26-251-003</td>
<td>1286 Ottawa Beach</td>
<td>68.3095</td>
<td>Fairgrounds</td>
<td>Low Density Residential</td>
</tr>
<tr>
<td>38</td>
<td>Not a separate parcel - part of #37</td>
<td></td>
<td></td>
<td>Low Density Residential</td>
<td></td>
</tr>
<tr>
<td>39</td>
<td>70-15-26-201-001</td>
<td>52-152nd</td>
<td>83.1202</td>
<td>Park Township Offices &amp; Airport</td>
<td>Low Density Residential</td>
</tr>
<tr>
<td>40</td>
<td>70-15-23-400-010</td>
<td>1335 Perry</td>
<td>61.2204</td>
<td>Cooper-VanWieren Park</td>
<td>Low Density Residential</td>
</tr>
<tr>
<td>41</td>
<td>70-15-23-400-055</td>
<td>1294 W. Lakeshore</td>
<td>17.8846</td>
<td>School</td>
<td>Low Density Residential</td>
</tr>
<tr>
<td>42</td>
<td>70-15-25-200-007</td>
<td>6750 Lakeshore</td>
<td>13.1227</td>
<td>Vacant Land</td>
<td>Macatawa Lake Residential</td>
</tr>
<tr>
<td>43</td>
<td>70-15-24-400-056</td>
<td>2591 N. 164th</td>
<td>36.2984</td>
<td>Stu Visser Trails</td>
<td>Low Density Residential</td>
</tr>
<tr>
<td>44</td>
<td>70-15-13-400-049</td>
<td>14595 James</td>
<td>23.7356</td>
<td>Wenzell Park</td>
<td>Low Density Residential</td>
</tr>
<tr>
<td>45</td>
<td>70-15-13-400-028</td>
<td>14461 James</td>
<td>7.194</td>
<td>Parkside Bible Church</td>
<td>Low Density Residential</td>
</tr>
<tr>
<td>46</td>
<td>70-15-13-400-020</td>
<td>2591 N. 144th</td>
<td>9.9617</td>
<td>School</td>
<td>Low Density Residential</td>
</tr>
<tr>
<td>47</td>
<td>70-15-12-100-040</td>
<td>2591 N. 144th</td>
<td>135.2347</td>
<td>School</td>
<td>High Density Residential</td>
</tr>
</tbody>
</table>
Figure 30 - Future Land Use Map
MEMORANDUM

To: Park Township Planning Commission
From: Gregory L. Ransford, MPA
Date: June 2, 2020
Re: To Be Scheduled – Ottawa Beach NHP Overlay Public Hearing & Tree Preservation Chapter Public Hearing

Pursuant to the direction of Chairperson Pfost, the future public hearing regarding the Ottawa Beach NHP Overlay language is scheduled for your continued discussion at your June meeting. As you will recall, it is beneficial to hold the public hearing for this matter during the summer. Further, it may be beneficial to hold the hearing at your July regular meeting or at a special meeting around the holiday weekend.

Overlay Language

As you will additionally recall, at your previous meeting we discussed the status of the related overlay language. Since then, there is one item of note we want to bring to your attention concerning the recreational fire provisions. That is, at your February 12, 2020 meeting, you directed us to reference the Township ordinance regulating wind speeds that Fire Chief Gamby indicated was used by his Department. Following your May meeting, Chief Gamby confirmed that he misspoke and no Township ordinance exists in that regard, but rather a Michigan Department of Natural Resources (MDNR) Prescribed Burn Guide. Given this, no changes have been performed as a result of your February direction. We believe that the language provided in the draft overlay text is more convenient and appropriate than requiring a reader to find and reference the 69 page MDNR document.

Tree Preservation Chapter

At your March 11, 2020 meeting, you directed us to schedule the draft Tree Preservation Chapter for public hearing. As a result of COVID-19, that public hearing was never scheduled. Given this, Chairperson Pfost directed us to schedule this matter for discussion as well at your June meeting to determine an appropriate date for the public hearing.

Since these matters are only for discussion, no language accompanies this memorandum.

Anticipated Action

Recognizing the limitations of public gatherings based on the current Executive Orders of the Governor of Michigan as of the date of this memorandum, the Planning Commission should identify the location (virtually or in person) and the dates for public hearing.

If you have any questions, please let us know.

GLR
Planner

cc: Howard Fink, Manager
2019 ANNUAL REPORT of the PLANNING COMMISSION of PARK TOWNSHIP

Pursuant to Article IX of the Park Township Planning Commission Bylaws for the Transaction of Business

Executive Summary

In February of 2009, the Park Township Planning Commission adopted its Bylaws for the Transaction of Business to facilitate the performance of its duties as outlined in the Michigan Planning Enabling Act, PA 33 of 2008, MLC 125.3801, et seq., and the Michigan Zoning Enabling Act, PA 110 of 2006, MCL 125.3101, et seq. Pursuant to Article IX of the Park Township Planning Commission Bylaws for the Transaction of Business, we present the following report regarding the structure and operations of the Planning Commission, the status of planning activities as well as other pertinent actions of the Planning Commission for the period of April 1, 2019 through March 30, 2020.

Membership & Meetings

Membership of the Planning Commission

- Jeff Pfost
- Terry DeHaan
- Dennis Eade
- Rosemary Ervine
- Diana Garlinghouse
- Dave Kleinjans
- Denise Nestel

Officers of the Planning Commission

- Chairperson – Jeff Pfost
- Vice Chairperson – Rosemary Ervine
- Secretary – Dennis Eade

Meetings & Meeting Attendance

Regular Meetings: 10 <> Special Meetings: 0
Operations & Activity

Procedural Approvals and Documents
- Elected Officers of the Planning Commission
- 2020 Meeting Schedule

Site Plan Approvals
- The Reserve on Lake Macatawa – Planned Unit Development Final Plan
- Kin Coffee and Craft House – Site Plan Review
- Beachwalk Cottages – Planned Unit Development Minor Amendment
- Timberline Woods – Tentative Preliminary Plat
- Cityside Apartments – Site Plan Review
- Coastal Condominiums – Planned Unit Development Extension Request

Site Plan Denials
- Heyboer – Landscaping Business – Home Occupation

Special Use Approvals
- None

Special Use Denials
- Geerlings Development Company – Lot line merger

Zoning Map & Text Amendment Recommendations of Approval
- Map (Rezone)
  - None
- Text
  - Zoning Ordinance
    - Section 38-516 – Firewood Sales
    - Section 38-517 – Garage Sales
    - Section 38-33(e) – Expiration of Permits
    - Section 38-492 – Swimming Pools
    - Section 38-575(a)(5) & (b)(b) – Permitted Signs in AG and Open Space Districts
    - Section 38-575(c)1 – Permitted Signs in C Districts
    - Section 38-367 – Development Requirements for PUDs with Residential Uses
    - Section 38-504 – Outdoor Ponds
    - Section 38-505 – Earth Change Regulations and Permits
- Section 38-368 – Dedicated Open Space Requirements for PUDs
- Section 38-184(8) – Use Regulations
- Section 38-214(6) – Use Regulations

**Zoning Map & Text Amendment Recommendations of Denial**
- Map (Rezone)
  - None
- Text
  - None

**Other Amendments, Approvals, or Reviews**
- Ottawa Beach Overlay District, Division 6B
- Master Plan Amendment – North Beach
- Chapter 33 – Tree Preservation
- Master Plan Map

**General Recommendations & Inquiries**

No general recommendations or inquiries are provided with this Report.

________________________________________
Jeff Pfost, Chairperson
Park Township Planning Commission