



Park Township

From the Desk of Howard Fink,

Township Manager

1/22/2021

Hi Everyone. Attached is this week's management report. As always, please let me know if there is anything I have missed.

ODC Site Planning Collaboration

Following the board meeting, I have spoken with Travis briefly on the ODC's developing Park Township - North Holland preschool project. They have requested their engineer to provide multiple options for site access, particularly looking at where the optimal location would be for a road-cut on 152nd. Travis indicated that their goal in paying for multiple engineered options is to see if there was a solution that might benefit both the Township and ODC. Travis was clear that they could easily make a road-cut that enters directly into what will eventually be their parcel. He also shared that if Park Township wants to have a 152nd road cut for the future use of the Township property, it might be beneficial to share one road-cut. This might be worth discussing. Nothing has been decided. ODC is simply researching their options, possibilities, and designs at their own cost. Please note that ODC is in due diligence mode. They have not yet finalized the real estate transaction, so the Chamber technically owns the property.

The Herrick District Library is interested in locating a satellite location at ODC's future school property. The satellite site would be geared toward serving the children and families at the school. However, it could also serve as a library service site for all families in Park Township - creating more equitable access to Literacy services and programs in the Township. Options are being discussed between the ODC and Library staff. Again, no decisions have been made. ODC is also engineering a more environmentally appropriate water/drain system for the site. Stream, wetlands and a pond area will be engineered into the site plan. This will meet ODC Project Clarity goals and serve as a major improvement to this community waterway. The Ottawa County Water Resources Commissioner is involved and excited for this community infrastructure improvement opportunity. The ODC is looking into a boardwalk trail system to allow walkers to traverse this area as well.

Once the ODC engineers and architect get a draft set of plans together they will be ready to present some options to the Township Board to consider the road-cut and access point. With the Library integration, ODC, and the Township involvement; I think we have the opportunity to create a very special place in the heart of our Township.

I am cognizant of not overstepping and want to emphasize that I believe collaborating with this effort is good for Park Township residents.

Tunnel Park

Today, staff and I met with Curt TerHaar, John Gutierrez, and Todd Strain (Strain Electric) on the possibility of a Rapid Flashing Beacon at Tunnel Park. It was a good collaborative meeting and an opportunity to understand the perspective from Ottawa County, Road Commission and Township. We are requesting the county look at that location for additional pedestrian improvements. We also made clear that we are not taking a position on the overflow parking along Perry Street. We are simply interested in improving pedestrian and vehicular traffic movement in the area. The county will review the site and let us know if they are interested in any improvements / financial support for such a safety measure.

Building Inspector / Building Department

I have dived deeper into the Building Department Data and at this time do not feel moving the inspector to full time is necessary based on the volume of actual building permits (excluding mechanical, electrical and plumbing).

As you may be aware, permit fee revenue is used to pay the building inspector. I acknowledge that there would be benefits to having the Building Inspector full time for additional capacity on construction projects in the Township, but such an increase in capacity would need to be covered from other funds / revenue sources. I do not recommend a change at this time.

Visioning Process for the Former Airport Property

I have been working on identifying additional consultants for the Former Airport Property. Next week, I will be meeting with Paul Lablanc, a former principal at LSL Planning. LSL worked on the Township Master Plan before my tenure. Paul Leblanc is

a highly respected planning consultant in West Michigan. While LSL is no longer in operation, Paul does consultant on various projects. I have indicated my desire for a highly participatory process, where ideas are driven and supported by the community. I indicated we are planning a year long process that would culminate in a preferred concept plan. My preliminary conversation led me to think he would be a good fit. I am working on identifying at least two and preferably three consultant options for the February meeting.

Fire Department Collaboration

As noted, the area fire department Chiefs and City / Township managers (and some Supervisors) have been meeting to discuss regional collaboration efforts. This group has finalized the scope for a regional study. The MAC has been charged with formalizing the scope and creating a RFP for distribution. Once the RFP is finalized, I will email that to the board. At that time, the board will want to discuss / debate our involvement, resources allocated, etc. I will keep you posted as this effort progresses.

Short Term Rentals

Included in your email is a report from Macatawa Park on their short-term rental planning subcommittee. It is a wealth of information and I encourage you to review it. As you know the topic continues to present itself as an item for discussion. I have a call scheduled with Jeff Pfof and Jim Gerard to discuss how they wish to proceed on this topic. The Planning Commission recently completed a strategic planning meeting. I am aware that Mr. Pfof desires to complete that process and determine what priority is given to analyzing the issue of short-term rentals.

Cooper Van Wieren

At this time, I am not sure how Cooper Van Wieren will be integrated with the old airport property planning efforts. I do intend to create a participatory process around Cooper Van Wieren on the full design of the trails, type, etc. I will also be contacting Waukazoo Woods Elementary / West Ottawa so they are engaged in that process.

I anticipate the main trail to be cut in shortly. Once that is done, we will be putting up small pedestrian sized signs at the entrance to the bike paths on 152 and Ottawa Beach road, indicating the park is open. Hopefully that will encourage folks to hike / use the trail through the woods and further encourage use of the former airport site.

Liquor License

We have received a request for a liquor license for the Party Store location at Anchorage Marina. The application will likely be on the agenda for the February meeting for the board to consider.

Parks

The team has been meeting to review our priorities for 2022. We will be requesting a budget allocation to update and repair various playground equipment throughout the township. We are also evaluating how best to replace a slide at Ransom that is no longer code / safety compliant. This information will be presented / included in the budget.

Ideally, it would be helpful to have a conversation at the February meeting on where our efforts for grants should be concentrated. The team has coalesced around re-formulating and re-submitting the fairground exercise trail. Daniele is also evaluating if there is the potential for a grant from Priority Health to be included in this effort. Ryan and I will be working on evaluating our boardwalk trail system in the next week to determine what improvement costs are needed, particularly at Winstrom and Stu Visser Trails. Costs to build and repair boardwalks can be expensive.

Master Plan

Jeff Pfof, Jim Gerard and I met to discuss the upcoming five-year update on the Master Plan. I will be working with Greg Ransford to create a participatory process for township residents. This will be coordinated through the Planning Commission. I advised that before we assume the extent of any Master Plan revision, we need to hear from the residents on what issues are most critical.

Bowerman's

The addition to the Bowerman Blueberry store building at 15679 James Street started construction without a building permit, which is required for any farm stand building over 400 square ft. This was discovered at the beginning of the year when the Building Department was called to inspect footings. Chad Warden noted the footings were not engineered to meet code. I believe the footings have been rectified and are now sufficient. Additionally, the drawings submitted for the permit were not adequate for a commercial structure. Chad is in conversation with Bowerman's on rectifying the plans; including their builder, architect, and the engineer of record. The engineer suggested

that a stop work order be issued until the drawings were updated and everyone is in agreement. Chad issued that stop work order today.

Chad has kept me informed on what has been transpiring. Chad is responsible for enforcing the building code, and he has made each decision on how best to handle the situation. I believe he has handled the situation well. He believes the situation will resolve amicably.