# Village of Spring Lake
## Council Work Session

**February 14, 2022**  
7:00 p.m.  
102 West Savidge Street (Upstairs Conference Room)  
Spring Lake, MI 49456  
[www.springlakevillage.org](http://www.springlakevillage.org)

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<tr>
<td>7:00 p.m.</td>
<td>Public Hearing - Stormwater Ordinance</td>
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<td>7:02 p.m.</td>
<td>Public Hearing - Zoning Text Amendment</td>
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<td>7:04 p.m.</td>
<td>Public Hearing - Rezone Request 102 E. Exchange</td>
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<td>7:06 p.m.</td>
<td>Amendments to Fee Schedule</td>
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<td>7:24 p.m.</td>
<td>Budget Adjustments (Marv Hinga)</td>
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<td>7:26 p.m.</td>
<td>Consumers Credit Union (Marv Hinga)</td>
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<td>7:28 p.m.</td>
<td>Amendment to SL7 SLV Lease Agreement for Barber School</td>
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<td>7:33 p.m.</td>
<td>Board &amp; Committee Appointments</td>
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<td>7:36 p.m.</td>
<td>MOU with Grand Haven Township for Planning Services</td>
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<td>7:39 p.m.</td>
<td>DNRTF Grant Approval for Tanglefoot Park (Elliott Stepanian)</td>
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<td>7:41 p.m.</td>
<td>Discussion on Future Ordinance Amendments</td>
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<td>8:03 p.m.</td>
<td>You Make the Difference Award</td>
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<td>8:06 p.m.</td>
<td>Waste Hauler Licenses</td>
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| 8:09 p.m. | Communications  
  - AG Opinion on Virtual Meetings  
  - Beach Safety Bill  
  - GHACF - Statements of Accounts  
  - Ottawa County Water/Wastewater Survey Results for 2021 |
| 8:11 p.m. | Minutes |

Minutes of the January 10, 2022 Work Session and January 17, 2022 regular meeting are attached for review. Should you wish to make edits, please share that information with Chris Bums or Maryann Fonkert prior to February 17.

| 8:12 p.m. | Public Comment |

Council Meetings are open to the public, and as such, the public is invited to speak at the end of each meeting. Each speaker should ask to be recognized by the chair, must state their name and address for the record and should limit their comments to 3 minutes.

| 8:15 p.m. | Adjourn |
**Background:** The Village is a member of the Lower Grand River Organization of Watersheds which assists us with our storm water discharge permitting and ordinances related to stormwater regulations. Each member is currently updating their ordinance to gain compliance with EGLE regulations. The ordinance has been drafted and reviewed by our legal counsel and is ready for adoption. Cara Decker, Stormwater Program Coordinator from Grand Valley Metro Council, will be logging in virtually to answer any questions Council may have about the ordinance and our requirements.

**Issues & Questions Specified:** Should the Village amend Chapter 320 of the Code of Ordinances.

**Alternatives:** None.

**Financial Impact:** The cost of the ordinance amendment is insignificant and dependent mostly on publication costs.

**Recommendation:** Hold a public hearing to amend Chapter 320 of the Code of Ordinances.

**Attachments:**

Ordinance 374
Notice for Public Hearing
ORDINANCE NO. 374

VILLAGE OF SPRING LAKE STORMWATER MANAGEMENT
ORDINANCE AMENDMENT

AN ORDINANCE TO AMEND CHAPTER 320 OF THE CODE OF ORDINANCES ADOPTED BY THE VILLAGE OF SPRING LAKE, OTTAWA COUNTY, STATE OF MICHIGAN, TO RESTATE THE CHAPTER AND TO PROVIDE FOR THE EFFECTIVE DATE OF THIS ORDINANCE.

THE VILLAGE OF SPRING LAKE, COUNTY OF OTTAWA AND STATE OF MICHIGAN ORDAINS:

Section 1. Amendment of Chapter 320. Chapter 320, of the Code of Ordinances adopted by the Village of Spring, Ottawa County, State of Michigan, is hereby amended to state in its entirety as follows:

Chapter 320 - Stormwater Management
ARTICLE I
General Provisions

§ 320-1. General intent.

The purpose of this chapter is to provide for the regulation and control of stormwater runoff to protect waterways and sensitive areas in the Village. These provisions are intended to protect sensitive areas and waterways while at the same time allowing design flexibility. Protection of the public health, safety, and welfare shall be a primary consideration in the design of all stormwater runoff facilities.

§ 320-2. Statutory authority.

This chapter is adopted in accordance with the Constitution and laws of the State of Michigan which authorize local units of government to provide stormwater management services and systems that will contribute to the protection and preservation of the public health, safety, and welfare and to protect natural resources, including the Drain Code of 1956, as amended, being MCL § 280.1 et seq.; the Land Division Act, as amended, being MCL § 560.101 et seq.; The Revenue Bond Act, as amended, being MCL § 141.101 et seq.; and the Natural Resources and Environmental Protection Act, as amended, being MCL § 324.101 et seq.; Section 401(p) of the Federal Water Pollution Control Act (also known as the “Clean Water Act”), as amended, being 33 U.S.C. § 1342(p) and 40 CFR Parts 9, 122, 123 and 124, and other applicable state and federal laws.
§ 320-3. Findings.

The Village of Spring Lake finds that:

A. Water bodies, roadways, structures, and other property within, and downstream of the Village are at times subjected to flooding;

B. Flooding is a danger to the lives and property of the public and is also a danger to the natural resources of the Village and the region;

C. Land development alters the hydraulic response of watersheds, resulting in increased stormwater runoff rates and volumes, increased flooding, increased stream channel erosion, increased sediment transport and deposition, and increased nonpoint source pollutant loading to the receiving water bodies and the Great Lakes;

D. Stormwater runoff produced by land development contributes to increased quantities of waterborne pollutants;

E. Stormwater runoff, soil erosion, and nonpoint source pollution have increased as a result of land development, and have impacted the water resources of the Spring Lake Watershed;

F. Stormwater runoff, soil erosion, and nonpoint source pollution, because of land development within the Village, have resulted in deterioration of the water resources of the Village and downstream municipalities;

G. Increased stormwater runoff rates and volumes, and the sediments and pollutants associated with stormwater runoff from future development projects within the Village will, absent proper regulation and control, adversely affect the Village water bodies and water resources, and those of downstream municipalities;

H. Stormwater runoff, soil erosion, and nonpoint source pollution can be controlled and minimized by the regulation of stormwater runoff from development;

I. Adopting the standards, criteria and procedures contained in, or cited by, this chapter and implementing the same will address many of the deleterious effects of stormwater runoff;

J. Adopting these standards is necessary for the preservation of the public health safety and welfare;

K. Illicit discharges contain pollutants that will significantly degrade the Village and are addressed in Chapter 313, Stormwater: Illicit Discharge
and Connection. The provisions of Chapter 313 control illicit discharges and connections contained in this chapter, and implementation addresses many of the deleterious effects of illicit discharges. The provisions of Chapter 313 are administered by the Village Manager or his or her designee, in coordination with the provisions of this chapter as needed;

L. This chapter addresses the requirements for control of stormwater from new developments and redevelopments and is administered by the Zoning Administrator, or his or her designee, in coordination with the existing provisions of Chapter 313, illicit discharge elimination plan (IDEP), as needed.

§ 320.4. Purpose.

It is the purpose of this chapter to establish minimum stormwater management requirements and controls to accomplish, among others, the following objectives, to:

A. Reduce artificially induced flood damage;

B. Minimize increased stormwater runoff rates and volumes from identified land development;

C. Prevent an increase in nonpoint source pollution;

D. Minimize the deterioration of existing watercourses, culverts and bridges, and other structures;

E. Require water recharge into the ground where geologically favorable conditions exist;

F. Maintain the ecological integrity of stream channels for their biological functions, as well as for drainage and other purposes;

G. Minimize the impact of development on stream bank and streambed stability;

H. Reduce erosion from development or construction projects;

I. Control nonstormwater discharges to stormwater conveyances and reduce pollutants in stormwater discharges;

J. Preserve and protect water supply facilities and water resources by means of controlling increased flood discharges, stream erosion, and runoff pollution;
K. Reduce stormwater runoff rates and volumes, soil erosion, and nonpoint source pollution, wherever practicable, from lands that were developed without stormwater management controls meeting the purposes and standards of this chapter;

L. Reduce the adverse impact of changing land use on water bodies and, to that end, this chapter establishes minimum standards to protect water bodies from degradation resulting from changing land use where there are insufficient stormwater management controls;

M. Ensure that storm drain or stormwater best management practices are adequate to address stormwater management needs within a proposed development, and to protect downstream landowners from flooding and degradation of water quality. The procedures, standards, and recommendations set forth in this chapter and the Low Impact Development Manual for Michigan are designed for these purposes;

N. Regulate the contribution of pollutants to the municipal separate storm sewer system (MS4) by stormwater discharges by any user;

O. Establish legal authority to carry out all inspection, surveillance, monitoring and enforcement procedures necessary to ensure compliance with this chapter.

§ 320-5. Applicability.

A. This chapter shall apply to every development requiring approval of a plat, a site development plan or building permit, or for any work which will alter stormwater drainage characteristics of the development site in the Village of Spring Lake, including but not necessarily limited to:

(1) Land development proposals subject to site plan review requirements in Chapter 390, Zoning, of the Code of the Village of Spring Lake;

(2) Subdivision plat proposals;

(3) Site condominium developments pursuant to the Condominium Act, P.A. 59 of 1978 as amended; MCL § 559.101 et seq.;

(4) Any development on property divided by land division, on platted subdivision lots, or on site condominium lots;

(5) Any proposal to mine, excavate, or clear and grade, compact, or otherwise develop one acre or more of land for purposes, other
than routine single- and two-family residential landscaping and gardening;

(6) Any non-single-family or two-family proposed development on property within 20 feet of the top of the bank of an inland lake or stream;

(7) Development projects of federal, state, and local agencies and other public entities subject to the Village NPDES permit for municipal separate storm sewer systems;

(8) Maintenance of a stormwater basin constructed prior to the effective date of the regulations of which this subsection is a part;

(9) Village of Spring Lake public improvements other than bike paths.

B. This chapter shall apply to all discharges entering the storm drain system generated on any developed and undeveloped lands unless explicitly exempted in Chapter 313, Stormwater: Illicit Discharge and Connection, illicit discharge elimination plan (IDEP).

§ 320-6. Exemptions.

Notwithstanding the requirements of § 320-5, this chapter shall not apply to:

A. Single-family and two-family homes except for that portion of all private and public property that is 20 feet closer to a water body;

B. Activities protected by the Right to Farm Act 93 of 1981, although this exemption shall not apply to livestock production facilities as defined in this chapter, greenhouses and other similar structures;

C. Routine single-family and two-family landscaping, unless such landscaping is within 20 feet of a water body, other residential landscaping and/or gardening which does not otherwise materially alter stormwater flow from the property in terms of rate and/or volume and therefore meet lot coverage standards;

D. The installation or removal of individual mobile homes within a mobile home park. This exemption shall not be construed to apply to the construction, expansion, or modification of a mobile home park. Plats that have received preliminary plat approval and other developments with final land use approval prior to the effective date of this chapter, where such approvals remain in effect;
E. Sidewalks, bike paths and non-motorized trails unless the development will disturb one (1) acre or more of land.

ARTICLE II
Terminology


The following terms, phrases, words, and derivatives, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

APPLICANT – Any person proposing or implementing the development of land.

AUTHORIZED ENFORCEMENT AGENCY – The Zoning Administrator or Village Manager or his or her designee. The Zoning Board of Appeals will resolve all applicant appeals.

BASE FLOOD – A flood having a one-percent change of being equaled or exceeded in any given year.

BASE FLOOD ELEVATION – The high-water elevation of the base flood, commonly referred to as the “one-hundred-year flood elevation.”

BASE FLOODPLAIN – The area inundated by the base flood.

BMP or BEST MANAGEMENT PRACTICE – See Chapter 313, Stormwater: Illicit Discharge and Connection.

BUFFER ZONE – A vegetative strip consisting of native Michigan plants, which serve as a separation for infiltration and vegetative transpiration to impede the flow of stormwater.

BUILDING OPENING – Any opening of a solid wall such as a window or door, through which floodwaters could penetrate.


CONSTRUCTION SITE STORMWATER RUNOFF – Stormwater runoff from a development site following an earth change.

CONVEYANCE FACILITY – A storm drain, pipe, swale, or channel.

DESIGN ENGINEER – The registered and licensed professional engineer made responsible for the design of the stormwater management plan as designated by the Zoning Administrator.
DESIGN STANDARDS – Requirements that differentiate between new development and redevelopment depending on site specific characteristics like water table issues and degree of new runoff impacts.

DETENTION – A system which is designed to capture stormwater and release it over a given period of time through an outlet structure at a controlled rate.

DEVELOPED or DEVELOPMENT – The installation, construction or redevelopment of impervious surfaces on a development site that require, pursuant to state law or local ordinance, the Village’s approval of a site plan, site condominium, special land use, planned unit development, rezoning of land, land division approval, public or private road approval, building permits or other approvals required for the development of land or the erection of buildings or structures. This shall include construction or improvement project on lands owned by the Village and the local school district.

DEVELOPER – Any person proposing or implementing the development of land.

DEVELOPMENT SITE – Any land that is being or has been developed, or that a developer proposes for development.

DISCHARGER – See Chapter 313, Stormwater: Illicit Discharge and Connection.

DRAIN – See Chapter 313, Stormwater: Illicit Discharge and Connection.

DRAINAGE – See Chapter 313, Stormwater: Illicit Discharge and Connection.

DRAINAGE PLAN – Written narratives, specifications, drawings, sketches, written standards, operating procedures, or any combination of these which contain information pursuant to this chapter. Also known as a “plan.”

DRAINAGE STANDARDS – As established by the Village from time to time.

DRAINAGEWAY – The area within which surface water or groundwater is carried from one part of a lot or parcel to another part of the lot or parcel or to adjacent land.

DRAIN COMMISSIONER – The Ottawa County Drain Commissioner.

EARTH CHANGE – A human-made change in the natural cover or topography of land, including cut and fill activities. Earth change includes, but is not limited to, any excavating, surface grading, filling, landscaping, or removal of vegetation roots. Earth change does not include the practice of plowing and tilling soil for the purpose of crop production.

EGLE – Michigan Department of Environment, Great Lakes and Energy, or successor organization.
EPA – The United States Environmental Protection Agency (EPA), or successor agency.

EROSION – The process by which the ground surface is worn away by action of wind, water, gravity or a combination of any or all.

EXEMPTED DISCHARGES – Discharges other than stormwater as specified in Chapter 313, Stormwater: Illicit Discharge and Connection.

FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) – The agency of the federal government charged with emergency management.

FLOOD or FLOODING – A general and temporary condition of partial or complete inundation of normally dry land areas resulting from the overflow of water bodies or the unusual or rapid accumulation of surface water runoff from any source.

FLOODPLAIN – See Chapter 313, Stormwater: Illicit Discharge and Connection.

FLOODPROOFING – Any structural and/or nonstructural additions, changes, or adjustments to structures or property that reduce or eliminate flood damage to land or improvements, including utilities and other structures.

FLOOD PROTECTION ELEVATION (FPE) – The base flood elevation plus one foot at any given location.

FLOODWAY – The channel of any watercourse and the adjacent land areas that must be reserved to carry and discharge a base flood without cumulatively increasing the water surface elevation more than one-tenth of a foot because of the loss of flood conveyance or storage.

GRADING – Any stripping, excavating, filling, and stockpiling of soil or any combination thereof and the land in its excavated or filled condition.

HAZARDOUS MATERIALS – See Chapter 313, Stormwater: Illicit Discharge and Connection.

ILLICIT CONNECTION – Any method or means for conveying an illicit discharge into water bodies or the Village’s stormwater system as set forth in Chapter 313, Stormwater: Illicit Discharge and Connection, of this Code.

ILLICIT DISCHARGE – See Chapter 313, Stormwater: Illicit Discharge and Connection.

IMPERVIOUS SURFACE – A surface, such as a paved or gravel driveway, roof, parking area or road, that prevents the infiltration of water into the soil.

INfiltration – The percolation of water into the ground, expressed in inches per hour.
LIVESTOCK PRODUCTION FACILITIES – An agricultural activity in which 100 or more livestock are fed, bred, and/or raised within a confined area, other than an open pasture either inside or outside an enclosed building.

LOWEST FLOOR – The lowest floor or the lowest enclosed area (including a basement), but not including an unfinished or flood-resistant enclosure which is usable solely for parking of vehicles or building access.

MAINTENANCE AGREEMENT – A binding agreement that sets forth the terms, measures, and conditions for the maintenance of stormwater systems and facilities.

MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) – A publicly owned conveyance system designed or used for collecting or conveying stormwater.

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) STORMWATER DISCHARGE PERMIT – See Chapter 313, Stormwater: Illicit Discharge and Connection.

NONSTORMWATER DISCHARGE – Any discharge to the storm drain system that is not composed entirely of stormwater.

NPDES – National Pollution Discharge Elimination System.

OFF-SITE FACILITY – All or part of a drainage system that is located partially or completely off the development site which it serves.

OVERLOAD FLOW-WAY – Surface area that conveys a concentrated flow of stormwater runoff.

PEAK RATE OF DISCHARGE – The maximum rate of stormwater flow at a particular location following a storm event, as measured at a given point and time in cubic feet per second (CFS).

PERSON – An individual, firm, partnership, association, public or private corporation, public agency, instrumentality, or other legal entity.

POLLUTANT – See Chapter 313, Stormwater: Illicit Discharge and Connection.

PREMISES – Any building, lot, parcel of land, or portion of land whether improved or unimproved including adjacent sidewalks and parking strips.

PROPERTY OWNER – Any person having legal or equitable title to property or any person having or exercising care, custody, or control over any property.

RETENTION – A system which is designed to capture stormwater and contain it until it infiltrates the soil, evaporates, or drains.
RUNOFF – That part of precipitation which flows over the land.

SEDIMENT – Mineral or organic particulate matter that has been removed from its site of origin by the processes of soil erosion, is in suspension in water, or is being transported.

SOIL EROSION – The stripping of soil and weathered rock from land creating sediment for transportation by water, wind or ice, thereby enabling formation of new sedimentary deposits.

STATE OF MICHIGAN WATER QUALITY STANDARDS – All applicable state rules, regulations, and laws pertaining to water quality, including the provisions of Section 3106 of Part 31 of 1994 PA 451, as amended.

STORM DRAIN – A conduit, pipe, swale, natural channel, or man-made structure which serves to transport stormwater runoff. Storm drains may be either enclosed or open.

STORMWATER BEST MANAGEMENT PRACTICE (BMP) - Any facility, structure, channel, area, process or measure which serves to control stormwater runoff in accordance with the purposes and standards of this chapter.

STORMWATER MANAGEMENT FACILITY – The method, structure, area, system, or other equipment or measures which are designed to receive, control, store, or convey stormwater.

STORMWATER MANAGEMENT PLAN – A document prepared by the Village Manager, or his or her designee (e.g., engineer, landscape architect, or surveyor), which describes the best management practices and activities to be implemented by a person or business identifying sources of pollution or contamination at a site and the actions necessary to eliminate or reduce pollutant discharges to stormwater water, stormwater conveyance systems, and/or receiving waters to the maximum extent possible.

STORMWATER PERFORMANCE DESIGN STANDARDS – Requirements that differentiate between new development and redevelopment depending on site specific characteristics like water table issues and degree of new run off impacts.

STORMWATER PERMIT – A permit issued by either the Zoning Administrator of the Village pursuant to state law or by the Village Planning Commission pursuant to this chapter.

STORMWATER RUNOFF – The runoff and drainage of precipitation resulting from rainfall or snowmelt or other natural event or process.
STREAM – A river, stream or creek which may or may not be serving as a drain, or any other water body that has definite banks, a bed, and visible evidence of a continued flow or continued occurrence of water.

SWALE – Defined contour of land with gradual slopes that transport and direct the flow of stormwater.

WASTEWATER – See Chapter 313, Stormwater: Illicit Discharge and Connection.

WATER BODY – A river, lake, stream, creek, or other watercourse or wetlands.

WATERCOURSE – Any natural or man-made waterway or other body of water having reasonably well defined banks. Rivers, streams, creeks and brooks, and channels, whether continually or intermittently flowing, as well as lakes and ponds are watercourses for purposes of stormwater management.

WATERSHED – An area in which there is a common outlet into which stormwater ultimately flows, otherwise known as a “drainage area.”

WETLANDS – Land characterized by the presence of hydric soils and water at a frequency and duration sufficient to support, and that under normal circumstances does support wetland vegetation or aquatic life and is commonly referred to as a “bog,” “swamp,” or “marsh,” as defined by state law. See, also, Chapter 313, Stormwater: Illicit Discharge and Connection.

§ 320-8. Word usage; interpretation.

For purposes of this chapter, the following rules of construction apply:

A. Words and phrases in this chapter shall be construed according to their common and accepted meanings, except that words and phrases defined in § 320-7 of this chapter shall be construed according to the respective definitions given in that section;

B. Particulars provided by way of illustration or enumeration shall not control general language;

C. Ambiguities, if any, shall be construed liberally in favor of protecting natural land and water resources;

D. Words used in the present tense shall include the future, and words used in the singular number shall include the plural, and the plural the singular, unless the context clearly indicates the contrary;

E. Technical words and technical phrases which are not defined in this chapter but which have acquired particular meanings in law or in technical usage shall be construed according to such meanings.

The catch-line headings of the articles and sections of this chapter are intended for convenience only and shall not be construed as affecting the meaning or interpretation of the text of the articles or sections to which they may refer.

ARTICLE III
Stormwater Permits

§ 320-10. Permit required.

A. A developer shall not engage in any development without first receiving a stormwater permit from the Zoning Administrator pursuant to the provisions of this chapter;

B. The Village shall submit an annual permit for review of normal maintenance;

C. The granting of a stormwater permit shall authorize only such development for which the permit is required, subject to the terms of the permit, and it shall not be deemed to approve other development or other land use activities.


The Village shall grant a stormwater permit which may impose terms and conditions in accordance with Chapter 313, Stormwater: Illicit Discharge and Connection, illicit discharge elimination plan (IDEP) and this chapter and which shall be granted only upon compliance with each of the following requirements:

A. The developer has submitted a drainage plan for all drainage complying with all requirements of this chapter; and

B. The drainage plane contains a description of an adequate, temporary stormwater retention or system to prevent construction site stormwater runoff, satisfying all the requirements of this chapter, and the developer has obtained a soil erosion permit, if necessary; and

C. If it can be demonstrated that the drainage will be materially improved, the following standards will not apply if the developer provides:

(1) A permanent on-site drainage plan and a stormwater management facility complying with the Village of Spring Lake Standards and Specifications and the Village of Spring Lake Performance and Design Standards adopted by the Village; and
(2) The developer has paid or deposited the stormwater permit review fee pursuant to this chapter, if applicable; and

(3) The developer has paid or posed the applicable financial guarantee pursuant to this chapter, if applicable; and

(4) The developer provides all easements necessary to implement the approved drainage plan and stormwater management facility and to otherwise comply with all of the provisions of this chapter. All easements shall be acceptable to the Village in form and substance and shall be recorded with the County Register of Deeds; and

(5) The drainage plan is designed in conformity with the Village of Spring Lake Performance and Design Standards adopted by the Village as part of this chapter; and

(6) All stormwater runoff facilities shall be designed in accordance with the Village design criteria as set by the stormwater manager; and

(7) The developer provides the required maintenance agreement for routine, emergency, and long-term maintenance of all stormwater management facilities. This agreement shall be in compliance with the approved drainage plan and this chapter; and

(8) The maintenance agreement shall be acceptable to the Village in form and substance and shall be recorded with the County Register of Deeds, if deemed necessary by the Zoning Administrator.

§ 320-12. Drainage plan.

During the site plan approval process, the developer shall provide a drainage plan to the Village for review and approval. The drainage plan shall identify and contain all of the following:

A. The location of the development site and water bodies that will receive stormwater runoff;

B. The existing and proposed typography of the development site, including the alignment and boundary of the natural drainage courses, with contours having a maximum interval of two feet (using USGS datum). The information shall be superimposed on the pertinent Ottawa County soil map. This provision does not apply to developments not required as stated in §§ 320-5 and 320-6 of this chapter;

C. The development tributary area to each point of discharge from the development;
D. Calculations for the final peak discharge rates of a one-hundred-year, twenty-four-hour storm as determined by the Village Engineer and also if permitted by the Planning Commission per Article X of this chapter;

E. Calculations for any facility or structure size and configuration;

F. A drawing showing all proposed stormwater runoff facilities with existing and final grades;

G. The sizes and locations of upstream and downstream culverts serving the major drainage routes flowing into and out of the development site. Any significant off-site and on-site drainage outlet restrictions, other than culverts, should be noted on the drainage map;

H. An implementation plan for construction and inspection of all stormwater management facilities necessary to the overall drainage plan, including a schedule of estimated dates for completing construction of the stormwater runoff facilities shown on the plan and an identification of the proposed inspection procedures to ensure that the stormwater management facilities are constructed in accordance with the approved drainage plan;

I. A plan to ensure the effective control of construction stormwater runoff and sediment tracking onto roadways and how often roadways will be cleaned;

J. Drawings, profiles, and/or specifications for the construction of stormwater management facilities reasonably necessary to ensure that stormwater runoff will be drained, stored, or otherwise controlled in accordance with this chapter;

K. A maintenance agreement, in form and substance acceptable to the Village, as applicable, if determined necessary by the Zoning Administrator, for ensuring maintenance of any privately owned stormwater management facilities. The maintenance agreement shall include the developer’s written commitment to provide routine, emergency, and long-term maintenance of the facilities in perpetuity and, in the event that the facilities are not maintained in accordance with the approved drainage plan, the agreement shall authorize the Village to maintain an on-site stormwater management facility as reasonably necessary, at the developer’s expense;

L. The name of the engineering firm and the professional engineer that designed the drainage plan and that will inspect final construction of the stormwater runoff facilities, unless the use of an engineer is waived by the Zoning Administrator;
M. All design information should be compatible with the county geographic information system.


A. Permit application fees: as established by the Village Council from time to time in the annual fee schedule.

B. For more complicated projects as deemed appropriate by the Zoning Administrator unless demonstrated otherwise, all expenses and costs incurred by the Village directly associated with processing, reviewing, and approving or denying a stormwater permit application shall be paid (or reimbursed) to the Village from the funds paid directly by the developer or from a separate escrow account established by the developer. The Village may draw funds from a developer’s escrow account to reimburse the Village for out-of-pocket expenses incurred by the Village relating to the application. Such reimbursable expenses include, but are not limited to, expenses related to the following:

1. Services of the Village Attorney directly related to the application;

2. Services of the Village Engineer directly related to the application;

3. Services of other independent contractors working for the Village, which are directly related to the application;

4. Any additional public hearings, required mailings and legal notice requirements, etc., necessitated by the application.

C. At the time a developer applies for a stormwater permit, the developer shall deposit with the Village Clerk/Treasurer, as an escrow deposit, an initial amount as determined by resolution of the Village Council for such matters and shall provide additional amounts as requested by the Village in such increments as are specified in said resolution. Any excess funds remaining in the escrow account after the application has been fully processed, reviewed and after the final approval and acceptance of the development has occurred, will be refunded to the developer with no interest to be paid on those funds. At no time prior to the Village’s final decision on an application shall the balance in the escrow account fall below the required initial amount. If the funds in the account are reduced to less than the required initial amount, the developer shall deposit into the account an additional amount to restore the balance to the required initial amount, before the application review process will be continued. Additional amounts may be required to be placed in the escrow account by the developer, at the discretion of the Village Zoning Administrator.

Prior to making any earth change on a development site regulated by this chapter, the developer shall first obtain a soil erosion permit from the County Drain Commissioner issued in accordance with Part 91 of Act No. 451 of the Public Acts of 1994, as amended, if one is required. The developer shall install stormwater management facilities that conform to the Village’s stormwater performance and design standards and shall phase the development activities so as to prevent construction site stormwater runoff and off-site sedimentation. During all construction activities on the development site, the Village Manager, engineer, Zoning Administrator, or his or her designees, may inspect the development site to ensure compliance with the approved construction site runoff controls.

§ 320-15. Financial guarantee as applicable.

A. The Village Zoning Administrator shall not approve a stormwater permit until the developer submits to the Village, in a form and amount satisfactory to the Village, a letter of credit or other financial guarantee for the timely and satisfactory construction of all stormwater runoff facilities and site grading in accordance with the approved drainage plan. Upon certification by a registered professional engineer that the stormwater management facilities have been completed in accordance with the approved drainage plan including, but not limited to, the provisions contained in § 320-12 of this article, the Village may release the letter of credit or other financial guarantee subject to final Village acceptance and approval.

B. Except as provided in Subsection C below, the amount of the financial guarantee shall be equal to the construction cost estimate provided by the developer of all stormwater runoff facilities and site grading, unless the Village Zoning Administrator determines that a greater amount is appropriate, in which case the basis for such determination shall be provided to the developer in writing. In determining whether a greater amount is appropriate, the Village Zoning Administrator shall consider the size and type of the development, the size and type of the on-site stormwater system, and the nature of the off-site stormwater management facilities the development will utilize.

C. This chapter shall not be construed or interpreted as relieving a developer of its obligation to pay all costs associated with on-site private stormwater runoff facilities as well as those costs arising from the need to make other drainage improvements in order to reduce the development’s impact on a drain consistent with the provisions of this chapter.

No certificate of occupancy shall be issued until stormwater management facilities have been completed in accordance with the approved drainage plan; provided, however, the Village may issue a temporary certificate of occupancy if an acceptable letter of credit or other financial guarantee has been submitted to the Village Zoning Administrator, for the timely and satisfactory construction of all stormwater management facilities and site grading in accordance with the approved drainage plan.

§ 320-17. No change in approved facilities.

Stormwater management facilities, after construction and approval, shall be maintained in good condition, in accordance with the approved drainage plan, and shall not be subsequently altered, revised or replaced except in accordance with the approved drainage plan, or in accordance with approved amendments or revisions in the plan.

§ 320-18. Terms and conditions of permits.

A. In granting a stormwater permit, the Village may impose such terms and conditions as are reasonably necessary to effectuate the purposes of this chapter. A developer shall comply with such terms and conditions.

B. A permit is considered to be granted by the Village when approval is granted to a development by the Planning Commission, unless authorization is required to be granted by another agency also under state law and this approval has not been offered.

ARTICLE IV
Stormwater System; Floodplain and Other Standards; Soil Erosion


The Village is not responsible for providing drainage facilities on private property for the management of stormwater on that property. The property owner shall be responsible to provide for, and maintain, private stormwater runoff facilities in compliance with Chapter 313, Stormwater: Illicit Discharge and Connection, serving the property and to prevent or correct the accumulation of debris that interferes with the drainage function of a water body.

§ 320-20. Stormwater system.

All stormwater management facilities shall be constructed and maintained in accordance with applicable federal, state, and local laws, ordinances, rules and regulations, and they shall not conflict with any existing local stormwater management, wetlands and watershed plans.

The Village shall utilize the performance and design standards adopted pursuant to Article X of this chapter for stormwater discharge and release rates. However, if the Village Planning Commission makes a specific finding that these standards are not appropriate for a specific site and cannot be followed, the Village is authorized to establish minimum design standards for stormwater discharge release rates and to require dischargers to implement on-site retention, detention or other methods necessary to control the rate and volume of surface water runoff discharged into the stormwater drainage system if the circumstances outlined in Article X of this chapter apply.

§ 320-22. Floodplain standards.

A. All new buildings and substantial (pursuant to state or federal laws or regulations) improvements to existing buildings shall be protected from flood damage up to the flood protection elevation (FPE) and shall be in accordance with all applicable federal, state and local laws, ordinances, rules and regulations. Floodplain/floodway alteration shall be permitted only upon review and approval by EGLE, or its successor, as regulated by the federal government. The developer shall provide the Village copies of all permits, elevation certificates, letters of map revision or other documentation related to floodplain/floodway development of any kind.

B. In addition to all requirements of FEMA and EGLE, a drainage plan providing for the filling or alteration of a floodplain/floodway shall include provisions to minimizes erosion, stabilize the stream bank and to protect water quality.

C. A natural vegetation strip shall be maintained on each parcel or lot between the top of the stream bank and a line, each point of which is 25 feet horizontal from the top of the stream bank of the body of water toward the stream.

D. Within any required buffer zone, no earth change shall take place except in accordance with the approved MDNRE permit and soil erosion and sedimentation control permit as described in § 320-23 of this chapter.

§ 320-23. Soil erosion and sedimentation control.

A. All persons who cause, in whole or in part, any earth change to occur shall provide soil erosion and sedimentation control so as to adequately prevent soils from being eroded and discharged or deposited onto adjacent properties or into a stormwater drainage system, a public street or right-of-way, wetland, wetland buffer, creek, stream, water body, or floodplain. All development shall be in accordance with Part 91 of Act No. 451 of the
Public Acts of 1994, as amended and all applicable federal, state and local laws, ordinances, rules and regulation.

B. A soil erosion or sedimentation control (SESC) permit is required for any earth change that is greater than one acre or less than 500 feet from any lake or stream, or as determined by the County Drain Commissioner’s Office, whichever is more restrictive. Permits are obtained from the SESC agent in the County Drain Commissioner’s Office. A copy of the SESC permit shall be provided to the Village prior to any work on the site.

C. During any earth change which exposes soil to an increased risk of erosion or sediment tracking, the property owner and other persons causing or participating in the earth change shall do the following:

1. Comply with the stormwater management standards of this chapter;
2. Obtain and comply with the terms of a soil erosion and sedimentation control permit from the County Drain Commissioner Office;
3. Prevent damage to any public utilities or services within the limits of grading and within any routes of travel or areas of work of construction equipment;
4. Prevent damage to or impairment of any water body on or near the location of the earth change or affected by the earth change;
5. Prevent damage to adjacent or nearby land;
6. Apply for all required approvals or permits prior to the commencement of work;
7. Proceed with the proposed work only in accordance with the approved plans and in compliance with this chapter;
8. Maintain all required soil erosion and sedimentation control measures, including but not limited to measures required for compliance with the terms of this chapter;
9. Protect all surrounding storm sewer inlets with appropriate filter devices per current stormwater management BMPs;
10. Promptly remove all soil, sediment, debris, or other materials applied, dumped, tracked, or otherwise deposited on any lands, public streets, sidewalks, or other public ways or facilities, including catch basins, storm sewers, ditches, drainage swales, or water
bodies. Removal of all such soil, sediment, debris or other materials within 24 hours shall be considered prima facie compliance with this requirement, unless such materials present an immediate hazard to public health and safety;

(11) Refrain from grading land at locations near or adjoining lands, public streets, sidewalks, alleys, or other public or private property without providing adequate support or other measures so as to protect such other lands, streets, sidewalks, or other property from settling, cracking or sustaining other damage. The developer shall be responsible for all damage caused to adjacent private and public properties.


A. Whenever building footing drains are required or utilized, a direct connection between the footing drains through a sump pump-check valve system to the on-site stormwater management system is required. A gravity system is not permitted.

B. In cases where a waiver or variance has been granted, and connection to the municipal storm sewer system is permitted, a stormwater lateral shall be provided for each parcel at the time of storm sewer construction.

C. Laundry facilities or other similar features shall not be connected to a footing drain or pump system discharging to the stormwater management system.

ARTICLE V
Prohibitions and Exceptions


The Village is authorized to require dischargers to implement pollution prevention measures, utilizing best management practices, necessary to prevent or reduce the discharge of pollutants into the Village’s stormwater drainage system. All other discharge requirements not regulated by this chapter shall comply with the provisions of Chapter 313, Stormwater: Illicit Discharge and Connection.

§ 320-26. Interference with natural or artificial drains.

A. It shall be unlawful for any person to stop, fill, dam, confine, pave, alter the course of, or otherwise interfere with any natural or constructed drain or drainageway without first submitting a drainage plan to the Village and receiving approval of that plan. Any deviation from the approved plan is a violation of this chapter. This section shall not prohibit, however,
necessary emergency action so as to prevent or mitigate drainage that would be injurious to the environment or the public health, safety, or welfare. When any of the above activity involves an established county drain, a drain use permit is required from the County Drain Commissioner.

B. No filling, blocking, fencing or above-surface vegetation planting shall take place within a floodplain/floodway.

C. For an overland drainageway:

(1) Silt fence shall not be permitted below the top of the bank of a water body;

(2) Chain-link fences shall be permitted if the Village determines that the fence will not obstruct or divert the flow of water;

(3) If a fence is removed by the Village for drain access or drain maintenance, the fence shall be replaced by the owner of the fence at the owner’s expense, as long as the owner complied with Subsection C(2) above;

(4) No shrubs or trees shall be planted below the top of the bank of a water body.

D. Shrubs, trees or other aboveground vegetation shall not be planted over the top of an underground storm sewer or over the top of the easement within which the storm sewer has been installed.

§ 320-27. Storage of hazardous or toxic materials in drainageway.

Except as permitted by law, it shall be unlawful for any person to store or stockpile within a drainageway any hazardous or toxic materials unless adequate protection and/or containment has been provided so as to prevent any such materials from entering a drainageway.

ARTICLE VI
Performance Standards; Best Management Practices

§ 320-28. Resolution to adopt and implement performance and design standards.

The Village Council shall adopt the stormwater performance and design standards as set forth in § 320-45 of this chapter so as to achieve the goals and purposes of this chapter.
§ 320-29. Responsibility to implement best management practices (BMPs).

The owner or operator of a commercial or industrial establishment, or any developer, shall provide, at the person’s own expense, reasonable protection from accidental discharge of prohibited materials or other wastes into the municipal storm drain system or watercourses through the use of these structural and nonstructural BMPs. Further, any person responsible for the property or premises, which is or may be the source of an illicit discharge, may be required to implement, at that person’s expense, additional structural and nonstructural BMPs to prevent the further discharge of pollutants to the stormwater drainage system or water body. Compliance with all terms and conditions of a valid NPDES permit authorizing the discharge of stormwater associated with industrial activity, to the extent practicable, shall be deemed compliance with the provisions of this section. These BMPs shall be part of the stormwater pollution prevention plan (SWPP) as necessary for compliance with requirements of the NPDES permit.

ARTICLE VII
Inspection; Monitoring; Reporting and Recordkeeping

§ 320-30. Inspection and sampling.

To ensure compliance with the standards described in this chapter, the Village may inspect and/or obtain stormwater samples from stormwater management facilities of any discharger to determine compliance with the requirements of this chapter. Upon request, the discharger shall allow the Village’s identified representative to enter on the premises of the discharger at all hours necessary for the purposes of such inspection or sampling. The Village shall provide the discharger reasonable advance notice of such inspection and/or sampling. The Village or its properly identified representative may place on the discharger’s property the equipment or devices used for such sampling or inspection.


A discharger of stormwater runoff shall provide and operate equipment or devices for the monitoring of stormwater runoff, so as to provide for inspection, sampling, and flow measurement of each discharge to a water body or a stormwater runoff facility, when directed in writing to do so by the Village Manager or his or her designated representative. The Village may require the discharger to provide and operate such equipment and devices if it is necessary or appropriate for the inspection, sampling and flow measurement of discharges in order to determine whether adverse effects from or as a result of such discharges may occur. All such equipment and devices for the inspection, sampling and flow measurement of discharges shall be installed and maintained in accordance with applicable laws, ordinances and regulations.
§ 320-32. Accidental discharges.

Any discharger who accidentally discharges into a water body any substance other than stormwater or an exempted discharge shall immediately inform the Village Manager concerning the discharge. If such information is given orally, a written report concerning the discharge shall be filed with the Village Manager within five days. The written report shall specify:

A. The composition of the discharge and the cause thereof;
B. The exact date, time, and estimated volume of the discharge;
C. All measures taken to clean up the accidental discharge, and all measures proposed to be taken to reduce and prevent any recurrence;
D. The name and telephone number of the person making the report, and the name of a person who may be contacted for additional information on the matter.

§ 320-33. Recordkeeping requirement.

Any person subject to this chapter shall retain and preserve for no less than three years any and all books, drawing, plans, prints, documents, memoranda, report, correspondence and records, including records on magnetic or electronic media and any and all summaries of such records, relating to monitoring, sampling and chemical analysis of any discharge or stormwater runoff from any property.

ARTICLE VIII
Stormwater Management Easements and Maintenance Agreements

§ 320-34. Applicability of requirements.

Requirements of this chapter concerning stormwater management easements and maintenance agreements shall apply to persons required to submit a drainage plan to the Village Planning Commission for review and approval.

§ 320-35. Stormwater management easements.

A. Necessity of easements. Stormwater management easements shall be provided in a form required by the applicable approving body of the Village and the Village Attorney, and recorded to ensure:

(1) Access for inspections;
(2) Access to stormwater best management practices for maintenance purposes; and
(3) Preservation of primary and secondary drainageways which are needed to serve stormwater management needs.

B. Easements for off-site stormwater best management practices. The proprietor shall obtain easements assuring access to all areas used for off-site stormwater management, including undeveloped or undisturbed lands.

C. Recording of easements. Easements shall be recorded with the County Register of Deeds according to county requirements.

D. Recording prior to building permit issuance. The applicant must provide the Village Clerk/Treasurer with evidence of the recording of the easement prior to final subdivision plat or condominium approval or other applicable final construction approval.

§ 320-36. Maintenance agreement.

A. Purpose of maintenance agreement. The purpose of the maintenance agreement is to provide the means and assurance that maintenance of stormwater best management practices shall be undertaken and continued periodically.

B. Maintenance agreement required.

(1) A maintenance agreement shall be submitted to the Village, for review by the Zoning Administrator and the Village Attorney, or his or her designee, for all development requiring Planning Commission review, and shall be subject to approval in accordance with the stormwater permit. A formal maintenance plan shall be included in the maintenance agreement;

(2) Maintenance agreements shall be approved by the Village Planning Commission prior to final subdivision plat or condominium approval, as applicable, and prior to construction approval in other cases.

C. Maintenance agreement provisions.

(1) The maintenance agreement shall include a plan for routine, emergency, and long-term maintenance of all stormwater best management practices;

(2) The maintenance agreement shall be binding on all subsequent owners of land served by the stormwater best management practices and shall be recorded in the office of the County Register
of Deeds prior to the effectiveness of the approval of the Village Planning Commission;

(3) If it has been found by the Village Zoning Administrator, following notice and an opportunity to be heard by the property owner, that there has been a material failure or refusal to undertake maintenance as required under this chapter and/or as required in the approved maintenance agreement as required hereunder, the Village shall then be authorized, but not required, to hire an entity with qualifications and experience in the subject matter to undertake the monitoring and maintenance as so required, in which event the property owner shall be obligated to advance or reimburse payment (as determined by the Village) for all costs and expenses associated with such monitoring and maintenance, together with a reasonable administrative fee. The maintenance agreement required under this chapter shall contain a provision spelling out this requirement and, if the applicant objects in any respect to such provision or the underlying rights and obligations, such objection shall be resolved prior to the commencement of construction of the proposed development on the site.

ARTICLE IX
Enforcement

§ 320-37. Violations and penalties.

A. Any person who violates, disobeys, omits, neglects or refuses to comply with or resists the enforcement of this chapter shall be responsible for a municipal infraction, subject to § 1-2. Increased civil fines may be imposed for “repeated violations,” which means a second or subsequent municipal civil infraction violation committed by a person within any twelve-month period and for which a person admits responsibility or is determined to be responsible. The increased civil fine for repeat violations is set forth in § 1-2.

B. Any person who aids or abets a person in a violation of this chapter shall be subject to the sanctions provided in this section.

§ 320-38. Stop-work order.

Where there is work in progress that causes or constitutes in whole or in part, a violation of any provision of this chapter, the Village Zoning Administrator is authorized to issue a stop-work order so as to prevent further or continuing violations or adverse effects. All persons to whom the stop-work order is directed, or who are involved in any way with the work or matter described in the stop-work order shall fully and promptly comply therewith. The Village may also undertake, or cause to be undertaken, any
necessary or advisable protective measures so as to prevent violations of this chapter or to avoid or reduce the effects of noncompliance herewith. The cost of any such protective measures shall be the responsibility of the owner of the property upon which the work is being done and the responsibility of any person carrying out or participating in the work, and such cost shall be a lien upon the property.

§ 320-39. Failure to comply; costs of completion.

In addition to any other remedies, should any owner fail to comply with the provisions of this chapter, the Village Zoning Administrator may, after the giving of reasonable notice and opportunity for compliance, have the necessary work done, and the owner shall be obligated to promptly reimburse the Village for all costs of such work.

§ 320-40. Emergency measures.

When emergency measures are necessary to moderate a nuisance, to protect public safety, health and welfare, and/or to prevent loss of life, injury or damage to property, the Village Manager is authorized to carry out or arrange for all such emergency measures. Property owners shall be responsible for the cost of such measures made necessary as a result of a violation of this chapter and shall promptly reimburse the Village for all of such costs.

§ 320-41. Cost recovery for damage to storm drain system.

A discharger shall be liable for all costs incurred by the Village as the result of causing a discharge that produces a deposit or obstruction, or causes damage to, or impairs a storm drain, or violates any of the provisions of this chapter. Costs include, but are not limited to, those penalties levied by the EPA or EGLE for violation of an NPDES permit, attorney fees, and other costs and expenses.

§ 320-42. Collection of costs; lien.

Costs incurred by the Village pursuant to §§ 320-38, 320-39, 320-40 and 320-41 of this chapter shall be a lien on the premises which shall be enforceable in accordance with Act No. 94 of the Public Acts of 1933, as amended from time to time. Any such charges which are delinquent for six months or more may be certified annually to the Village Clerk/Treasurer who shall enter the lien on the next tax roll against the premises and the costs shall be collected and the lien shall be enforced in the same manner as provided for in the collection of taxes assessed upon the roll and the enforcement of a lien for taxes. In addition to any other lawful enforcement methods, the Village shall have all remedies authorized by Act No. 94 of the Public Acts of 1933, as amended.

§ 320-43. Suspension of MS4 access.

A. Suspension because of illicit discharges in emergency situations. The Village may, without prior notice, suspend MS4 discharge access to a
property when the suspension is necessary to stop an actual or threatened discharge which presents or may present imminent and substantial danger to the environment or to the health and welfare of person or to the MS4. If a violator fails to comply with a suspension order issued in an emergency, the Village Manager may take steps deemed necessary to prevent or minimize damage to the MS4 or the environment, or to minimize danger to the health or welfare of persons.

B. Suspension because of the detection of illicit discharge. Any person discharging to the MS4 in violation of this chapter may have their MS4 access terminated if such termination would abate or reduce an illicit discharge. The Village Manager will notify a violator of the proposed termination of its MS4 access. It is a violation of this chapter for a person to reinstate MS4 access to a premises terminated pursuant to this section, without the prior approval of the Village Manager.

§ 320-44. Appeals.

A. Any person to whom any provision of this chapter has been applied may appeal the decision in writing to the Village Zoning Board of Appeals, not later than 30 days after that action or decision. The appeal shall identify the matter being appealed, and the basis for the appeal. Notice of the request for appeal shall be made in accordance with the procedures of the Zoning Enabling Act as it may be amended from time to time. The Village Zoning Board of Appeals shall consider the appeal and make a decision to affirm, reject or modify the appealed action. In considering any appeal the Village Zoning Board of Appeals may consider the recommendations of the Village Engineer and the comments of other persons having knowledge of the matter. In considering any appeal, the Village Zoning Board of Appeals may grant a variance from the terms of this chapter so as to provide relief, in whole or in part, from the appealed action. In passing on an appeal to vary or modify any of the rules or provisions of this chapter, the Zoning Board of Appeals shall consider if there are practical difficulties or unnecessary hardship in the way of carrying out the strict letter of this chapter, so that the spirit of this chapter is observed, public safety is secured, and substantial justice is done. The Zoning Board of Appeals may grant a variance from the terms of this chapter only upon finding that the following requirements are satisfied:

(1) That the applicant has applied for and been denied a waiver by the Planning Commission pursuant to the performance and design standards of this chapter;

(2) That there are exceptional or extraordinary circumstances or conditions applying to the property in question which are different
from other properties in the Village or result from conditions that do not exist throughout the Village;

(3) That such variance is necessary for the preservation and enjoyment of a substantial property right and that the need for such variance was not created by the applicant. The possibility of increased financial return shall not of itself be deemed sufficient to warrant a variance;

(4) That the granting of such variance will not be of substantial detriment to adjacent property or materially impair the intent and purposes of this chapter or the public interest.

B. If the Village Zoning Board of Appeals determines that a variance is merited, they shall refer the request to the Village Planning Commission who shall, after review and recommendation by the Village Engineer as needed, determine the appropriate alternate criteria to be followed in lieu of the Village stormwater standards. In no instance shall the alternate standard be less than what is required by the County Drain Commission. The developer shall be responsible for all expenses incurred by the Village for reviews and recommendations by the Village Engineer, or other professionals, regarding the waiver request.

ARTICLE X
Additional Standards; Exceptions

§ 320-45. Design standards.

Stormwater BMPs shall be designed to manage stormwater flow within the available capacity of the downstream conveyance system as determined by the Village.

In addition, stormwater BMPs shall be designed to meet performance standards as described in Section 320-46. Stormwater system design shall be in accordance with the latest version of the Stormwater Standards manual published by the Village.

§ 320.46. Performance standards.

In order to achieve the goals and purposes of this chapter, the following stormwater management performance standards are hereby established;

(1) Water Quality Treatment: Treat the calculated site runoff for the entire project site from the ninety percent (90%) annual non-exceedance storm, which is approximately equal to one (1) inch of rain (i.e., on average, ninety percent (90%) of the storm in a given year produces one (1) inch or less). The treatment volume specified is based on capturing and treating the volume of stormwater that is the first to runoff in a storm and expected
to contain the majority of pollutants. This volume of runoff is often referred to as the “first flush.” The water quality treatment standard is required for all sites.

(a) Total Suspended Solids (TSS). The methods selected to treat the volume of water calculated for the water quality treatment performance standard shall be designed on a site-specific basis to achieve either a minimum of eighty percent (80%) removal of TSS, as compared with uncontrolled runoff, or discharge concentration of TSS that does not exceed eighty (80) milligrams per liter (mg/l). This performance standard is based on TSS as a surrogate for other pollutants normally found in stormwater runoff. Control of TSS to meet this standard is expected to achieve control of other pollutants to an acceptable level that protects water quality.

(2) Channel Protection: Maintain the post-development project site runoff volume and peak flow rate at or below pre-development levels for all storms up to the two (2) year, twenty-four (24) hour event. At a minimum, pre-development is defined as the last land use prior to the planned new development or redevelopment. The channel protection standard is required for stormwater discharges to surface waters of the MS4.

(3) Flood Control: Control the volume of site runoff from the flood control rainfall event with a maximum allowable release rate to reduce the potential for property damage for overbank flooding and preserve existing floodplains. The flood control event and maximum allowable release rate shall be determined by the Village. The flood control standard is required for all sites.

(a) Overflow Routes: Acceptable overflow routes for the one hundred (100) year flood shall be identified for the site and for downstream areas between the site and the nearest acceptable floodway or outlet. Stormwater conveyance systems are usually designed to handle flows generated by the ten (10) year storm. When larger storms generate higher flows, the conveyance system is expected to surcharge resulting in stormwater accumulating on the surface of the ground. Gravity will cause such stormwater to flow overland to lower elevations. By carefully managing the shape of the land surface such overland stormwater flow can be directed to locations that will not cause property damage. Adequate emergency overland flow-ways will direct stormwater flows generated by the one hundred (100) year storm to avoid damage to structures and facilities.
(4) Site-Specific Requirements:

(a) Pretreatment: Pretreatment of site runoff is required on a site-specific basis prior to discharging to certain stormwater BMPs. Pretreatment provides for the removal of fine sediment, trash and debris, and preserves the longevity and function of the BMP.

(b) Hot Spots and Groundwater Contamination: Some land use activities have a potentially greater risk of polluted runoff than others. Project sites with these types of activities are referred to as “hot spots” and include uses such as gas stations, commercial vehicle maintenance and repair, auto recyclers, recycling centers, and scrap yards. Hot spots also include areas with the potential for contaminating public water supply intakes. Pretreatment of stormwater runoff to address pollutants associated with hot spots is required for the site. Stormwater management strategies and BMPs that reduce the potential to mobilize existing soil and groundwater contaminants, or that capture and treat stormwater runoff and/or accidental spills to protect groundwater or nearby surface waters are required.

(c) Coldwater Streams: Stormwater management strategies and BMPs that minimize thermal impacts from site runoff and maximize groundwater recharge are required for sites with a surface water discharge to a coldwater stream as determined by the Michigan Department of Natural Resources (MDNR).

§ 320.47. Off-site Mitigation and Payment-in-Lieu Programs for Redevelopment Projects.

The water quality treatment and channel protection performance standards focus on maintaining or restoring stable hydrology. However, potential physical constraints may limit the ability to fully meet the post-construction requirement at the project site. When physical constraints limit the feasibility of maintaining or restoring hydrology, offsite mitigation and/or payment-in-lieu may be approved by the Village. Offsite mitigation will only be considered if there is a planned or constructed private mitigation bank or project immediately downstream. The Village will only consider payment-in-lieu if the Village has a planned or constructed water quality improvement project immediately downstream. The cost of payment-in-lieu will be considered on a case-to-case basis and will represent the actual cost of implementing public downstream water quality enhancements. Any request for payment-in-lieu shall be accompanied by a development agreement that clearly states a public/private partnership has been formed for the site development. Payment-in-lieu will be considered, at the discretion of the Village, when reviewing a project of regional significance.
Consideration of either off-site mitigation or payment-in-lieu will be entirely the discretion of the Village.

Offsite mitigation refers to MBPs implemented at a location different from the original project site.

Payment-in-lieu refers to the developer paying a fee to the Village that is applied to a public stormwater management project. The stormwater management project may be either a new BMP or a retrofit to an existing BMP and developed in accordance with the Stormwater Standards Manual.

The location for offsite mitigation and payment-in-lieu projects shall be within the same watershed and sewershed as the original project, and within the Village’s jurisdictional boundaries. The watershed is the area represented by the State of Michigan, Department of Environment, Great Lakes and Energy (“EGLE”), or successor organization, ten (10) digit Hydrologic Unit Code (HUC). The sewershed is the area where stormwater is conveyed by an MS4 to a common outfall or point of discharge.

The determination to approve offsite mitigation or payment-in-lieu will be based on multiple criteria and not solely on the difficulty of cost of implanting BMPs on site. Conditions under which the option to move off site would become available may include:

1. Limited size of the lot outside of the building footprint to create the necessary infiltration capacity even with amended soils.
2. Soil instability as documented by a thorough geotechnical analysis.
3. A site use that is inconsistent with capture and reuse of stormwater.
4. Too much shade or other physical conditions that preclude adequate use of plants.
5. The potential water quality impact from the original project site and the benefits realized at the offsite location.

The Village may approve offsite mitigation or payment-in-lieu if the developer demonstrates that site constraints preclude sufficient treatment and restoration of hydrology onsite. At a minimum the Village requires:

1. Offsite ratio. The offsite ratio for the amount of stormwater not managed onsite in relation to the amount of stormwater required to be mitigated at another site, or for which in-lieu payments will be made as follows:
   a. First Tier: Manage a minimum of zero point four (0.4) inches of stormwater runoff onsite and provide a one (1) to one point five
(1.5) offset ratio for the remaining amount of stormwater managed offsite.

(b) Second Tier: If it is completely infeasible to manage the minimum onsite, provide a one to two (1:2) offset ratio for the amount of stormwater managed onsite.

(2) Schedule. Offsite mitigation and payment-in-lieu projects shall be completed within twenty-four (24) months after the start of the original site construction.

(3) Assurances. Offsite and in-lieu projects shall be preserved and maintained in perpetuity through the procedures and tracking system administered by the Village.

§ 320.48. Alternative Approach for Channel Protection.

In many cases, infiltration will likely be used as the primary means of retention. It is not, however, the sole means of providing onsite retention, and the developer must include consideration of stormwater reuse, interception, evapotranspiration, and other vegetative (non-structural) BMPs at the project site. Site constraints that limit the use of infiltration may include:

(1) Poorly draining soils (<0.24 inches per hour; typically, hydrologic soil groups C and D)

(2) Bedrock

(3) High groundwater, or the potential of mounded groundwater to impair other uses

(4) Wellhead protection areas

(5) Stormwater hot spots

(6) Part 201 and 213 sites, and areas of soil or groundwater contamination

The Village may grant a waiver of the onsite retention criteria for channel protection described in Section 320.46 and allow an alternative approach to meet the channel protection performance standard if the developer demonstrates that site constraints preclude sufficient retention onsite. If a waiver is granted, the developer must meet the following extended detention criteria:

(1) Extended Detention: Detain the portion of the channel protection volume unable to be retained onsite for a minimum of twenty-four (24) hours with a maximum release rate no greater than the existing one (1) year peak
discharge, and a drawdown time no greater than seventy-two (72) hours. A waiver from the Village must be granted to use this alternative approach.

§ 320.49. Resolution to Implement Performance and Design Standards.

The Village may adopt a resolution establishing more detailed design and performance standards for stormwater management facilities, consistent with the terms of this chapter, and in order to further implement its goals and purposes.

Section 2. Administrative Liability. No officer, agent, or employee of the Village shall be personally liable for any damages the Village may accrue to any person as a result of any act required or permitted in the discharge of duties under and in the enforcement of this Ordinance.

Section 3. Severability and Captions. This Ordinance and its various sections, subsections, sentences, phrases, and clauses are declared to be severable. If any section, subsection, sentence, phrase, or clause is adjudged unconstitutional or invalid, the remainder of this Ordinance shall not be affected. Pronouns shall be read as masculine, feminine, or neuter as may be appropriate. Captions appearing at the beginning of any section shall not be deemed as part of this Ordinance and shall have no independent significance.

Section 4. Repeal. All ordinances or parts of ordinances which are in conflict in whole or in part with any of the provisions of this Ordinance as of its effective date are repealed to the extent of such conflict.

Section 5. Effective Date. This Ordinance shall take effect upon publication.

VILLAGE OF SPRING LAKE

Dated: __________________, 2022

By: __________________________

Mark Powers
Its: President

By: __________________________

Marvin Hinga
Its: Clerk
CERTIFICATE

I, Marvin Hinga, the Clerk/Treasurer for the Village of Spring Lake, Ottawa County, Michigan, certify that the foregoing Spring Lake Village Stormwater Management Ordinance Amendment was adopted at a regular meeting of the Village Council held on ______________, 2022. The following members of the Village Council were present at that meeting:

______________________________________________ ___________________.

The following members of the Village Council were absent: _________________________________. The Ordinance was adopted by the Village Council with members of the Council ________________________________ __________________________ voting in favor, and members of the Council ________________________________ voting in opposition. Notice of Adoption of the Ordinance was published in The Grand Haven Tribune on ______________, 2022.

____________________________________
Marvin Hinga, Clerk/Treasurer
Village of Spring Lake
NOTICE OF PUBLIC HEARING
ON ADOPTION OF PROPOSED
STORMWATER MANAGEMENT ORDINANCE AMENDMENT FOR
VILLAGE OF SPRING LAKE, OTTAWA COUNTY, MICHIGAN

TO: CITIZENS AND RESIDENTS OF THE VILLAGE OF SPRING LAKE,
OTTAWA COUNTY, MICHIGAN

NOTICE IS HEREBY GIVEN:

1. The Village Council of the Village of Spring Lake, Ottawa County, Michigan, is considering a proposed Stormwater Management Ordinance Amendment.

2. The Ordinance proposes to amend certain provisions of Chapter 320, of the Code of Ordinances to provide for the regulation and control of stormwater runoff to protect waterways and sensitive areas in the Village. The provisions are intended to protect sensitive areas and waterways while at the same time allowing design flexibility. Protection of the public health, safety, and welfare shall be a primary consideration in the design of all stormwater runoff facilities.

3. A copy of the Stormwater Management Ordinance Amendment referred to above, is on file at the Spring Lake Village Hall, the Village Manager’s Office, 102 W. Savidge Street, Spring Lake, Michigan, and may be inspected at any time between the hours of 8:00 a.m. and 5:00 p.m., each weekday, except holidays, beginning February 7, 2022, by any interested person.

4. The Village Council will hold a public hearing on February 21, 2022, at the Barber School, 102 W. Exchange Street, Spring Lake, Michigan at 7:30 p.m., local time, to consider the approval, rejection, or approval with modifications of the proposed Stormwater Management Ordinance Amendment.

5. At that hearing, an opportunity will be provided for all interested persons to be heard concerning the proposed Stormwater Management Ordinance Amendment. In addition,
the Village Council shall receive and consider communications in writing with reference to the proposed Stormwater Management Ordinance Amendment. All aspects of the Stormwater Management Ordinance Amendment will be open for discussion. The hearing will provide the fullest opportunity for expression of opinion, for argument on the merits, and introduction of documentary evidence pertinent to the proposed Stormwater Management Ordinance Amendment.

6. The Village of Spring Lake will provide necessary and reasonable auxiliary aids and services at this hearing, such as signors for hearing-impaired persons and audio tapes of printed materials for visually-impaired persons, upon receipt of five (5) days prior notice. Disabled persons requiring such auxiliary aids or services should so notify the Village of Spring Lake by contacting Christine Burns at 102 W. Savidge Street, Spring Lake, Michigan 49456, (telephone (616) 842-1393).

THIS NOTICE IS GIVEN BY ORDER OF THE SPRING LAKE VILLAGE COUNCIL.

PUBLISHED LEGAL AD: February 5, 2022

Marvin Hinga
Clerk/Treasurer
Village of Spring Lake
Memorandum

Date: February 10, 2022

To: Spring Lake Village Council

From: Cassandra Hoisington – Associate Village Planner

Subject: Public Hearing – Zoning Ordinance Text Amendments

Background

A variety of topics have been discussed as possible Zoning Ordinance text amendments. The draft language incorporates guidance on the following topics:

- Waterfront setbacks for pools:
  - Allow pools in waterfront yards.

- Solar array regulations:
  - Establish regulations for solar arrays.

- Planned Unit Development (PUD) standards:
  - Revise standards for PUD submittals.

- Electronic message boards
  - Allow electronic message boards as a permitted use in certain districts instead of a special land use.

- Public parking requirements
  - Revise language per recommendation of the Village Attorney.

- Short term rental standards
  - Revise standards for non-conforming uses, parking/driveway standards, and site modifications.

- Public hearing requirements
  - Refer to the Michigan Zoning Enabling Act for public hearing requirements rather than quote the act to ensure the language will stay consistent with the State requirements.

Sample Motions

If the Village Council is inclined to recommend approval of the proposed text amendments, staff has provided a draft motion that may be considered:

Motion to approve the proposed zoning text amendment ordinances with draft date of 01/24/2022.
If the Village Council finds the text amendments are in need of revisions before a recommendation can be made, the following motion can be offered:

**Motion to table** the proposed zoning text amendment ordinances and direct staff to make the following revisions:

1. *List the revisions…*

CC: Christine Burns, Village Manager.
ORDINANCE NO. ___  
SYNOPSIS

ZONING TEXT AMENDMENT ORDINANCE

AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF THE VILLAGE OF SPING LAKE, OTTAWA COUNTY, MICHIGAN, CONCERNING THE REGULATION OF SWIMMING POOL SETBACKS; PLANNED UNIT DEVELOPMENT (PUD) SITE DEVELOPMENT REQUIREMENTS AND FINAL SITE DEVELOPMENT PLAN; CHANGES TO AN APPROVED PLANNED UNIT DEVELOPMENT (PUD); ELECTRONIC MESSAGE BOARDS REGULATIONS; PARKING; SHORT TERM RENTAL REGULATIONS; PUBLIC HEARING NOTICE REQUIREMENTS; AND BY PROVIDING FOR AN EFFECTIVE DATE.

Effective Date. This amendment to the Spring Lake Village Zoning Ordinance was approved and adopted by the Village Council of Spring Lake Village, Ottawa County, Michigan on _____, 2022, after a public hearing as required pursuant to Michigan Act 110 of 2006, as amended. This Ordinance shall be effective on _____, 2022, which date is the eighth day after publication of a Notice of Adoption and Posting of the Zoning Text Amendment Ordinance in the Grand Haven Tribune, as required by Section 401 of Act 110, as amended. However, this effective date shall be extended as necessary to comply with the requirements of Section 402 of Act 110, as amended.

Dated: _____, 2022  
By: Mark Powers, Village President

By: Marvin Hinga, Village Clerk

CERTIFICATE

I, Marvin Hinga, the Clerk/Treasurer for the Village of Spring Lake, Ottawa County, Michigan, certify that the foregoing Village of Spring Lake Zoning Text Amendment Ordinance was adopted at a regular meeting of the Village Council held on ______________, 2022. The following members of the Village Council were present at that meeting: __________________. The following members of the Village Council were absent: ________________. The Ordinance was adopted by the Village Council with members of the Council: ________________ voting in favor and members of the Council: ________________ voting in opposition. Notice of Adoption of the Ordinance was published in the Grand Haven Tribune on ______________, 2022.

Marvin Hinga, Clerk  
Village of Spring Lake
RESIDENTS OF SPRING LAKE VILLAGE and other interested parties, take notice that the Spring Lake Village Council will hold a public hearing on Monday, February 21st at 7:00pm. The meeting will be held at the Barber School Community Building, 102 W. Exchange Street, Spring Lake, Michigan. The hearing pertains to the following items:

The purpose of the hearing will be to accept any and all comments regarding a series of Zoning Text Amendment Ordinances:

1. Establish setbacks for pools, hot tubs, and similar devices in the front yard of waterfront lots.
2. Establish regulations for solar energy facilities.
3. Amend the Planned Unit Development (PUD) Chapter to address the following: site development requirements; planning commission review of final site development plan; and changes to an approved PUD.
4. Amend the parking regulations for nonresidential uses in the Community Commercial District and Central Business District.
5. Amend the short-term rental regulations regarding the following: non-conforming uses; parking regulations; driveway materials; and alterations to the existing structure.
6. Amend the regulations for electronic message boards to become a permitted use in certain zoning districts instead of a Special Land Use.

Written comments regarding these text amendments must be received no later than Wednesday, February 16th. They may be directed to:

Cassandra Hoisington
Contractual Associate Planner
Spring Lake Village
102 W. Savidge Street
Spring Lake, Michigan, 49456
choisington@ght.org

This notice is posted in compliance with PA 267 of 1976 as amended (Open Meeting Act), MCLA 41.72a (2) (3) and the Americans with Disabilities Act (ADA).

The Village of Spring Lake will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting, to individuals with disabilities at the public hearing upon seven (7) days notice to the Village of Spring Lake.
Individuals with disabilities requiring auxiliary aids or services should contact Maryann Fonkert, 102 W. Savidge Street, Spring Lake, Michigan, 49456, telephone (616) 842-1393.

A COPY OF THIS NOTICE IS ON FILE IN THE OFFICE OF THE CLERK.

Marv Hinga, Clerk
Spring Lake Village

PUBLISH LEGAL AD: February 5, 2022
ORDINANCE NO. ____

ZONING TEXT AMENDMENT ORDINANCE

AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF THE VILLAGE OF SPRING LAKE, OTTAWA COUNTY, MICHIGAN, CONCERNING THE REGULATION OF SWIMMING POOL SETBACKS; PLANNED UNIT DEVELOPMENT (PUD) SITE DEVELOPMENT REQUIREMENTS AND FINAL SITE DEVELOPMENT PLAN; CHANGES TO AN APPROVED PLANNED UNIT DEVELOPMENT (PUD); ELECTRONIC MESSAGE BOARDS REGULATIONS; PARKING; SHORT TERM RENTAL REGULATIONS; PUBLIC HEARING NOTICE REQUIREMENTS; AND BY PROVIDING FOR AN EFFECTIVE DATE.

THE VILLAGE OF SPRING LAKE, COUNTY OF OTTAWA, STATE OF MICHIGAN, ORDAINS:

Section 1. Swimming Pools. Section 390-19.E of the Village of Spring Lake Zoning Ordinance shall be restated in its entirety as follows (the rest of Section 390.19 as currently stated shall remain in its entirety):

E. Swimming pools, spas, hot tubs, and similar devices shall not be located in any front yard except for waterfront lots in which these devices may be located in the waterfront yard.

Section 2. Solar Energy Facilities. Section 390-38. of the Village of Spring Lake Zoning Ordinance shall be added and shall state in its entirety as follows:

Section 390-30. Solar Energy Facilities

A. Roof-Mounted Solar Panel Arrays

1. Roof-mounted arrays shall be considered permitted accessory structures in all Zoning Districts and shall be subject to the following standards:

a. Roof-mounted arrays shall not be counted towards the maximum accessory building allowance.

b. Roof-mounted arrays shall be mounted flat against the surface and shall not project beyond the eaves of the roof or beyond the peak of a pitched roof.

c. The total height of the structure, including the array, shall not exceed the maximum height for the zoning district in question.

d. If the array is located on an accessory structure, then the total structure shall not exceed the maximum height for accessory structures in the district in question.

B. Ground-Mounted Solar Arrays

1. Ground-mounted arrays shall be considered a special land use in all districts and shall observe all applicable requirements for an accessory building.

a. Ground-mounted arrays shall be counted towards the accessory structure allowance.
b. Maximum Lot Coverage shall not be exceeded.

c. Foundations shall be pile driven, not poured concrete.

C. Large-Scale Solar Panel Arrays: Ground-mounted solar panel arrays that exceed the accessory structure allowance or that are located on lots without a principal building shall be permitted by Special Land Use in the CBD and CC districts and shall be subject to the following standards. All arrays meeting the description in this Section and not explicitly exempted by the Michigan Right to Farm Act (Public Act 93 of 1981) shall be required to obtain a special use permit prior to construction.

1. In determining whether a given site is appropriate for a large-scale solar panel array the Planning Commission shall consider the following.

   a. Proximity to existing electric transmission lines, and feasibility of connecting to the existing transmission network, which may require the applicant to bring an expert to provide this information

   b. Existing physical features of the site that would be impacted by the new solar arrays, including wildlife.

   c. Aesthetic impact of the solar panel arrays.

   d. Shall not be located in the required front yard.

2. Large scale solar panel arrays must meet all required setbacks for a principal building in the district they are located within.

3. The Planning Commission may permit lot coverage standards to be exceeded, provided that adequate land is given for setbacks, maneuvering, and any non-solar panel uses.

4. Ground-mounted solar panel arrays may not exceed twenty-five (25) feet in height measured from the natural grade below the collector to the highest point at full tilt.

5. Energy storage facilities must be setback at least twenty (20) feet from the nearest lot line and one-hundred (100) feet from the nearest residential dwelling.

6. The Planning Commission may require screening for views of solar arrays and associated equipment from residential properties or public rights-of-way.

7. The applicant must submit a plan for connecting the solar panel arrays to the electrical transmission grid, including the design and routing of electrical transmission lines on, and off, the site; as well as written permission from the impacted transmission company.

8. A glare study, completed by a qualified third-party professional, shall be submitted, and shall show that no glare will impact public roadways or residential dwellings.

9. Foundations shall be pile driven, not poured concrete

10. Decommissioning. A decommissioning plan signed by the responsible party and the landowner (if different) addressing the following shall be submitted to the Village prior to approval:

   a. Defined conditions upon which decommissioning will be initiated (i.e. end of land lease, no power production for 12 months, abandonment, etc.)
b. Removal of all non-utility owned equipment, conduit, structures, fencing, roads, solar panels, and foundations.

c. Restoration of property to condition prior to development of the system.

d. The timeframe for completion of decommissioning activities.

e. Description of any agreement (e.g. lease) with landowner regarding decommissioning, if applicable.

f. The entity or individual responsible for decommissioning.

g. Plans for updating the decommissioning plan.

h. The decommissioning plan must include a bond of no less than ten (10%) percent of the construction costs of the array to be set aside for decommissioning by the Village, if necessary. As a part of the decommissioning plan, the responsible party shall provide at least two cost estimates from qualified contractors for full removal of the equipment, foundations, and structures associated with the facility. These amounts will assist the Village when setting the performance guarantee amount. The performance guarantee shall be valid throughout the lifetime of the facility. Bonds and letters of credit shall be extended on a regular basis with expiration dates never less than two years from the annual anniversary of special land use approval.

Section 3. Site development requirements. Section 390-75.A of the Village of Spring Lake Zoning Ordinance shall be restated in its entirety as follows (the rest of Section 390.75 as currently stated shall remain in its entirety):

A. Permitted Uses. Any principal or accessory land use permitted in any zoning district as a use by right, or any combination of such uses, may be considered within the PUD district. Any Special Land Use permitted in any district may be considered within the PUD district provided that the underlying Special Land Use regulations are satisfied. Provided, however, that the Planning Commission and the Village Council must reach a finding that all such proposed uses and the impacts they may generate on one another and on the surrounding community shall be generally compatible and harmonious with one another.

Section 4. Planning Commission review of final site development plan. Section 390-81.A of the Village of Spring Lake Zoning Ordinance shall be restated in its entirety as follows (the rest of Section 390-81 as currently stated shall remain in its entirety):

A. Submittal. After receiving approval of the preliminary development plan by the Village Council, the applicant shall submit twelve (12) copies of a final site development plan for review and approval by the Planning Commission prior to starting any construction. The final site development plan shall be submitted at least 30 days prior to the meeting at which the plan will be considered by the Planning Commission. The plan shall contain the same information required for the preliminary development plan along with the following:

1. A completed application form, supplied by the Zoning Administrator;

2. Payment of a fee, as established by the Village Council;

3. A written response to the findings, review comments, and conditions, if any, from the Planning Commission and Village Council review of the preliminary development plan.
and a narrative explanation of the changes made to the final development plan in response to those items.

4. Evidence that all required permits, other than Building permits, have been obtained, as applicable, from County, State, and/or Federal agencies; and

5. A Site Plan containing all of the information required in Article XVII (Site Plan Review). For developments consisting of three (3) or more phases, a plan meeting the requirements of Section 390-78 may be submitted for the overall PUD and a detailed plan as required for final site development plan may be submitted for the first phase. Each subsequent phase shall be reviewed in the same manner.

6. Final plans for water and sanitary sewer services, stormwater management, site grading, and similar items shall be substantially similar to what was previously reviewed and approved in the preliminary development plan.

Section 5. Changes to an approved PUD. Section 390-83.C of the Village of Spring Lake Zoning Ordinance shall be restated in its entirety as follows (the rest of Section 390-83 as currently stated shall remain in its entirety):

C. A proposed change not determined by the Zoning Administrator to be minor shall be submitted as an amendment to the final development plan and shall be processed in the same manner as the original PUD application, including both preliminary and final development plan review.

Section 6. Electronic Message Boards. Section 390-105 of the Village of Spring Lake Zoning Ordinance shall be restated in its entirety as follows:

A. Electronic message boards shall be permitted in the Central Business District and Community Commercial District, as well as in PUDs and for parcels containing churches, schools, civic uses, or municipal/government buildings or uses, subject to the following standards:

1. One electronic message board is permitted per parcel.

2. Electronic message boards are only permitted on monument, wall, or legally non-conforming pylon signs, subject to the following standards:
   a. For monument signs, up to 50% of the permitted area of the monument sign may consist of an electronic message board.
   b. For wall signs, any amount of the permitted area of the wall sign may consist of an electronic message board.
   c. For legally non-conforming pylon signs, up to 32 sqft or 50% of the sign area, whichever is less, may consist of an electronic message board.

3. An off-premise sign shall not contain an electronic message board.

4. Electronic message board signs shall be fitted with automatic sensors that adjust their brightness and intensity during daylight and nighttime hours, which shall not be manually overridden at any time. The overall brightness and intensity shall only be enough to make the sign legible and shall not create a nuisance or a traffic hazard.
a. No digital message board shall create glare or have characteristics that impair the vision of motorists or create a nuisance for surrounding properties.

5. The timing between message transitions shall be limited to once per ten (10) seconds.

6. The electronic message board shall not have a scrolling, flashing, blinking, spinning, exploding, or any other similar animated effect, and shall generally function and have the appearance of a static sign.

7. It shall be the responsibility of the owner on whose property the sign is located to present to the Zoning Administrator, within ten (10) days of installation, documentation that the brightness of the electronic message board is compliant with this Ordinance.

Section 7. Parking Regulations. Section 390-115.F of the Village of Spring Lake Zoning Ordinance shall be restated in its entirety as follows:

F. For nonresidential uses in the C and CBD zoning districts, as well as approved special land uses in the SFR zone which are adjacent to CBD zoning districts, on-street and off-street public parking within three hundred (300) feet of the use may be counted toward the minimum parking requirement, provided that such parking is on the same side as Savidge Street as the proposed use.

Section 8. Short term rentals. Section 390-137.32 of the Village of Spring Lake Zoning Ordinance shall be restated in its entirety as follows:

A. If the subject lot does not meet the district minimum lot area, has other dimensional nonconformities, or has an existing non-conforming use, the Planning Commission may deny approval, or it may condition approval on measures that mitigate potential adverse effects of operating a short term rental on the lot.

B. Parking shall be located on site and comply with these requirements in addition to any other requirements for the applicable zoning district in question.

1. The applicant shall provide parking location information on the site plan. This shall be considered the designated parking area and include the following information:
   a. A minimum of two (2) off-street parking spaces located on the subject property shall be provided per unit (up to 6 occupants), plus one space for every three (3) occupants over six (6), based on approved occupancy for the dwelling unit.
   b. Any proposed expanded parking area must be shown on the site plan and will be subject to review by the Planning Commission and Zoning Administrator. Parking on the grass is prohibited.

2. All guest parking must occur in the approved designated parking area.

3. Parking and driveway materials shall be compliant with Section 390-117.A.

C. Outdoor areas intended for the congregating of guests (e.g., porches, decks, pools and pool decks, gazebos, fire pits, etc) must meet the following requirements, in addition to other requirements established by this chapter.

1. Fire pits shall meet the requirements of the fire code and any other applicable codes.
2. Patios and decks must be a minimum of three (3) feet from any property line.

3. The Planning Commission may require an outdoor congregating area to be fenced in or landscaped in order to help buffer the short term rental from neighboring properties. The Village shall consider lot sizes in the area and of the short term rental, surrounding land uses, topography, and other considerations deemed relevant by the Village.

D. The number of overnight guests in a short term rental shall be based on occupancy limits established by the International Property Maintenance Code. No guest may sleep on couches, the floor, in tents, or in trailers on the lot.

E. The applicant shall submit a floorplan of the dwelling unit and a site plan of the property drawn to a scale of not less than 1/8 inch = 1 foot.

F. No separate cooking facilities shall be allowed in sleeping rooms.

G. If the conditions of approval for a short term rental permit are not satisfied, the Village shall send written notification to the owner, explaining the alleged violations. If the alleged violations are not promptly resolved, the Village may schedule a public hearing before the Planning Commission pursuant to Section 390-136.

H. The following site modifications must be reviewed by the Planning Commission as an amendment to the special land use or shall void the approval of the existing special land use:
   1. Any structural expansion of the dwelling that increases the square footage of the dwelling, including the addition of a new decks and patios.
   2. Alteration of the interior of the dwelling in a manner that results in an increased number of sleeping rooms.

Section 9. Hearing and notice procedures. Section 390-151 of the Village of Spring Lake Zoning Ordinance shall be restated in its entirety as follows:
Whenever a public hearing is required or granted by discretion under the provisions of this Ordinance or the Zoning Act relating to an application or request for zoning approval or other zoning action the public hearing shall be noticed in accordance with the requirements of the Michigan Zoning Enabling Act.

Section 10. Effective Date: The foregoing amendment to the Village of Spring Lake Zoning Ordinance was approved and adopted by the Village Council of the Village of Spring Lake, Ottawa County, Michigan on the _____ day of ____________, 2022, after a public hearing conducted by the Village Planning Commission as required pursuant to Michigan Act 110 of 2006, as amended; and after a public hearing conducted by the Village Council as is required by the Village Charter. This Ordinance shall be effective on __________, 2022, which date is the eighth day after publication in the Grand Haven Tribune, as required by Section 401 of Act 110, as amended. However, this effective date shall be extended as necessary to comply with the requirements of Section 402 of Act 110, as amended.

Mark Powers, Village President

Marvin Hinga, Village Clerk/Treasurer
CERTIFICATE

I, Marvin Hinga, the Clerk/Treasurer for the Village of Spring Lake, Ottawa County, Michigan, certify that the foregoing Village of Spring Lake Zoning Text Amendment Ordinance was adopted at a regular meeting of the Village Council held on ________________, 2022. The following members of the Village Council were present at that meeting: _________________. The following members of the Village Council were absent: _________________. The Ordinance was adopted by the Village Council with members of the Council: ________________ voting in favor and members of the Council: ________________ voting in opposition. Notice of Adoption of the Ordinance was published in the *Grand Haven Tribune* on ________________, 2022.

__________________________________________

Marvin Hinga, Clerk/Treasurer
Village of Spring Lake
MEMORANDUM

Date: February 10, 2022
To: Spring Lake Village Council
From: Cassandra Hoisington – Associate Village Planner
Subject: Oosting Inc. – Village Initiated Rezoning – SFR to CBD

BACKGROUND

In 2005 the Village entered into a Real Estate Purchase and Development Agreement for the property at 102 E Exchange Street with Oosting Inc., the current property owner.

At the time, the property was vacant but had previously served as the Village’s Department of Public Works building and is a registered historic landmark. The agreement was drafted to allow a more productive use of the building while preserving the integrity of the building.

The agreement required the building to be used for office purposes for at least 10 years. The owner’s proposal was to use the building partially for their business with remaining office space leased to others. Renovations to accommodate this use were proposed to start in 2005, however, to present day the building has been unused and has not fulfilled that requirement of the agreement.

In 2021 the Village Council discussed a proposal by the owner to use the property for residential purposes. This resulted with a direction to staff to process a rezoning of the property to Central Business District (CBD) to ensure any future use is consistent with the recorded agreement.

REZONING

The property is currently zoned Single Family Residential (SFR). Per the agreement, the Village would initiate a rezoning of the property to CBD prior to the commencement of the renovation work. This rezoning never occurred because the work was never initiated.

This proposed rezoning application has been initiated by the Village to be consistent with the agreement and rezones the property to Central Business District (CBD).
The Planning Commission recommended the Village Council approve the rezoning at the January 25th meeting.

SAMPLE MOTIONS

If the Village Council finds the application complies with the required standards, the following motion can be offered:

**Motion to approve** the Zoning Map Amendment Ordinance concerning the rezoning of 102 E Exchange Street from Single Family Residential (SFR) to Central Business District (CBD) in accordance with the Real Estate Purchase and Development Agreement as recorded in 2005.

CC: Christine Burns, Village Manager.
NOTICE OF PUBLIC HEARING ON ADOPTION OF A PROPOSED ORDINANCE TO AMEND THE VILLAGE OF SPRING LAKE ZONING MAP ADOPTED BY THE VILLAGE OF SPRING LAKE, OTTAWA COUNTY, MICHIGAN

TO: CITIZENS AND RESIDENTS OF THE VILLAGE OF SPRING LAKE, OTTAWA COUNTY, MICHIGAN:

NOTICE IS HEREBY GIVEN:

1. The Village Council of the Village of Spring Lake, Ottawa County, Michigan, is considering a proposed Ordinance to amend the Village of Spring Lake Zoning Map.

2. The Ordinance proposes to change the zoning classification of Parcel # 70-03-15-386-004 from SFR, Single Family Residential, to CBD, Central Business District. The parcel to be rezoned to CBD, Central Business District, is described as follows:

   PART OF LOT 2 BLK 3 Haire, Tolford & Hancock's Add To Vill of Spring Lake & Part Of SE 1/4 Of SW 1/4 Sec 15 T8N R16W Com Ne Cor Lot 2, Th Alg E Li SD Lot S 0D 13M 32S E 42.22 FT, N 87D 50M 23S W 98.65 FT, Th S 0D 19M 23S E 3.11 FT, N 89D 27M 17S W 2.57 FT, Th S 01D 50M 48S W 25.15 FT, Th N 89D 57M 28S W 15.99 FT, Th S 0D 02M 32S W 21.48 FT, N 88D 50M 28S W 104.14 FT To E Li Of Buchanan St, Th N 0D 16M 57S W 86.13 FT To S Li Of Exchange St, Th S 89D 59M 16S E 222.33 FT Alg SD Li To Beg Haire, Tolford & Hancock's Add To Vill Of Spring Lake & Sec 15 T8N R16W

3. A copy of the Ordinance to amend the Village of Spring Lake Zoning Map referred to above, is on file at the Spring Lake Village Hall, 102 W Savidge Street, Spring Lake, Michigan. Copies of the proposed Ordinance are available upon request at the office of the Village Clerk.

4. The Village Council will hold a public hearing on February 21, 2022 at the Barber School, 102 W. Exchange Street, Spring Lake, Michigan at 7:00 p.m., local time, to consider the approval, rejection, or approval with modifications of the proposed Ordinance to Amend the Village of Spring Lake Zoning Map.
5. At that hearing, an opportunity will be provided for all interested persons to be heard concerning the proposed Ordinance to Amend the Village of Spring Lake Zoning Map. In addition, the Village Council shall receive and consider communications in writing with reference to the proposed Ordinance to Amend the Village of Spring Lake Zoning Map. All aspects of the Ordinance to Amend the Village of Spring Lake Zoning Map will be open for discussion. The hearing will provide the fullest opportunity for expression of opinion, for argument on the merits, and introduction of documentary evidence pertinent to the proposed Ordinance to Amend the Village of Spring Lake Zoning Map.

6. The Village of Spring Lake will provide necessary and reasonable auxiliary aids and services at this hearing, such as signors for hearing-impaired persons and audio tapes of printed materials for visually-impaired persons, upon receipt of five (5) days prior notice. Disabled persons requiring such auxiliary aids or services should so notify the Village of Spring Lake by contacting Maryann Fonkert, 102 W. Savidge Street, Spring Lake, Michigan, 49456, telephone (616) 842-1393

THIS NOTICE IS GIVEN BY ORDER OF THE SPRING LAKE VILLAGE COUNCIL.

Marv Hinga, Clerk/Treasurer
Spring Lake Village

PUBLISH LEGAL AD: February 5, 2022
ORDINANCE NO. ___

ZONING MAP

102 E EXCHANGE STREET – PARCEL # 70-03-15-386-004

AN ORDINANCE TO AMEND THE VILLAGE OF SPRING LAKE ZONING MAP ADOPTED BY THE VILLAGE OF SPRING LAKE, OTTAWA COUNTY, MICHIGAN TO CHANGE THE ZONING CLASSIFICATION FOR PARCEL #70-03-15-386-004 FROM SFR, SINGLE-FAMILY RESIDENTIAL TO CBD, CENTRAL BUSINESS DISTRICT CORE.

THE VILLAGE OF SPRING LAKE, COUNTY OF OTTAWA, STATE OF MICHIGAN, ORDAINS:

Section 1. Amend the Village of Spring Lake Zoning Map. The Zoning Map adopted by the Village of Spring Lake is hereby amended to change the zoning classification of Parcel #70-03-15-386-004 from SFR, Single-Family Residential District to CBD, Central Business District Core.

Section 2. Legal Description. The parcel to be rezoned to CBD, Central Business District is described as follows:

PART OF LOT 2 BLK 3 HAIRE, TOLFORD & HANCOCK’S ADD TO VILL OF SPRING LAKE & PART OF SE 1/4 OF SW 1/4 SEC 15 T8N R16W COM NE COR LOT 2, TH ALG E LI SD LOT S 0D 13M 32S E 42.22 FT, N 87D 50M 23S W 98.65 FT, TH S 0D 19M 23S E 3.11 FT, N 89D 27M 17S W 2.57 FT, TH S 0D 50M 48S W 25.15 FT, TH N 89D 57M 28S W 15.99 FT, TH S 0D 02M 32S W 21.48 FT, N 88D 50M 28S W 104.14 FT TO E LI OF BUCHANAN ST, TH N 0D 16M 57S W 86.13 FT TO S LI OF EXCHANGE ST, TH S 89D 59M 16S E 222.33 FT ALG SD LI TO BEG HAIRE, TOLFORD & HANCOCK’S ADD TO VILL OF SPRING LAKE & SEC 15 T8N R16W

Section 3. Effective Date. The foregoing amendment to the Village of Spring Lake Zoning Ordinance was approved and adopted by the Village Council of the Village of Spring Lake, Ottawa County, Michigan on the ___ day of ______, 2022 after a public hearing conducted by the Village Planning Commission as is required by the State of Michigan Zoning Enabling Act, as amended. This Ordinance shall be effective upon publication.

Dated: ________________ By: ________________

Mark Powers
Its: President

By: ____________________

Marvin Hinga
Its: Clerk
CERTIFICATE

I, Marvin Hinga, the Clerk for the Village of Spring Lake, Ottawa County, Michigan, do hereby certify that the foregoing Village of Spring Lake Ordinance was adopted at a regular meeting of the Village Council held on __________, 2022. The following members of the Village Council were present at that meeting: ________. The Ordinance was adopted by the Village Council with members of the Council ________ voting in favor and with members of the Council ________ voting in opposition. The Ordinance was published in the Grand Haven Tribune on ________, 2022.

Marvin Hinga, Clerk
Village of Spring Lake
BACKGROUND: Last month, council approved an ordinance amendment regarding parking. It is now necessary to formally set the fine for that parking violation.

Lilley Mansion has undertaken the installation of fire suppression in the Bed & Breakfast. In doing so, it came to staff’s attention that our fee schedule was silent on the fees associated with the tap in. That shortcoming needs to be remedied.

Tanglefoot Park has received much attention and dozens of rental inquiries. Elliott Stepanian has started a wait list for the interested parties, until such time as a rental agreement is developed and fee adopted. The Parks & Recreation Board considered the fee schedule at their February 7th meeting and the DDA considered their recommendations at their February 10th meeting. Council will now need to act on those proposed fees.

There are other various other fees that need to be discussed and it is anticipated that those will also be addressed at the meeting, on a line-by-line basis.

ISSUES & QUESTIONS SPECIFIED: Should council amend the current fee schedule?

ALTERNATIVES: Failure to amend the fee schedule will result in lost revenue and potential lost rentals (in the case of the Tanglefoot fee) as interested individuals will seek other facilities.

FINANCIAL IMPACT: TBD

RECOMMENDATION: Council discretion.

ATTACHMENTS:

Amended fee schedule
# 2021/2022 Village of Spring Lake Fee Schedule - Rev. 02/21/22

*Village Hall accepts cash or checks - We do not accept credit cards*

## BARBER SCHOOL GATHERING ROOM & OUTDOOR SPACE

<table>
<thead>
<tr>
<th>Description</th>
<th>Daily Fee</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Village Resident or Taxpayer - Mon - Thurs (Includes Village/Twp Employees)</td>
<td>$310.00 Daily</td>
<td>(includes $85 cleaning fee)</td>
</tr>
<tr>
<td>Village Resident or Taxpayer - Weekend/Holiday</td>
<td>$410.00 Daily</td>
<td>(includes $85 cleaning fee)</td>
</tr>
<tr>
<td>Non-Village Resident - Mon - Thurs.</td>
<td>$410.00 Daily</td>
<td>(includes $85 cleaning fee)</td>
</tr>
<tr>
<td>Non-Village Resident - Weekend/Holiday</td>
<td>$510.00 Daily</td>
<td>(includes $85 cleaning fee)</td>
</tr>
<tr>
<td>Gazebo Only ~ Resident</td>
<td>$45.00 ~ 2 hours $150.00 Full Day</td>
<td></td>
</tr>
<tr>
<td>Gazebo Only ~ Non-Resident</td>
<td>$65.00 ~ 2 hours $275.00 Full Day</td>
<td></td>
</tr>
<tr>
<td>Non-profit</td>
<td>$100.00 ~ Full Day (5+ hours)</td>
<td></td>
</tr>
</tbody>
</table>

*Tax-exempt certificate from the State of Michigan is required to receive the 501©3 non-profit rate

*A $175 refundable security deposit is required from all renters

## VILLAGE HALL DOWNSTAIRS CONFERENCE ROOM RENTAL

<table>
<thead>
<tr>
<th>Description</th>
<th>Daily Fee</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Village Resident or Taxpayer</td>
<td>$20.00</td>
<td></td>
</tr>
<tr>
<td>Non-Village Resident/Non-Profit</td>
<td>$100.00</td>
<td></td>
</tr>
</tbody>
</table>

*A $50 refundable security deposit is required from all renters

## TANGLEFOOT PARK

### Dock Rental

<table>
<thead>
<tr>
<th>Description</th>
<th>Daily Fee</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transient (no overnight mooring)</td>
<td>$10.00</td>
<td></td>
</tr>
<tr>
<td>Resident Seasonal</td>
<td>$1,500.00</td>
<td></td>
</tr>
<tr>
<td>Non-Resident Seasonal</td>
<td>$1,750.00</td>
<td>*05/01-10/15</td>
</tr>
</tbody>
</table>

50% of the rental rate is required with the reservation as a deposit. A refund, less a 10% admin fee, will only be issued if is able to secure a new tenant.

## Pavilion Rental

### Peak Season May 1st thru September 30th

<table>
<thead>
<tr>
<th>Description</th>
<th>Daily Fee</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Village Resident or Taxpayer - Mon - Wed (6 hour max)</td>
<td>$250.00</td>
<td>(+ $100 cleaning fee)</td>
</tr>
<tr>
<td>Village Resident or Taxpayer - Mon - Wed (full day)</td>
<td>$500.00</td>
<td>(+ $200 cleaning fee)</td>
</tr>
<tr>
<td>Village Resident or Taxpayer - Thursday after 3:00 p.m.</td>
<td>$200.00</td>
<td>(+ $100 cleaning fee)</td>
</tr>
<tr>
<td>Village Resident or Taxpayer - Fri/Sat/Sun/Holiday (6 hour max)</td>
<td>$750.00</td>
<td>(+ $200 cleaning fee)</td>
</tr>
<tr>
<td>Village Resident or Taxpayer - Fri/Sat/Sun/Holiday (full day)</td>
<td>$1,000.00</td>
<td>(+ $300 cleaning fee)</td>
</tr>
<tr>
<td>Non-resident - Mon - Wed (6 hour max)</td>
<td>$300.00</td>
<td>(+ $100 cleaning fee)</td>
</tr>
<tr>
<td>Non-resident - Mon - Wed (full day)</td>
<td>$550.00</td>
<td>(+ $200 cleaning fee)</td>
</tr>
<tr>
<td>Non-resident - Thursday after 3:00 p.m.</td>
<td>$250.00</td>
<td>(+ $100 cleaning fee)</td>
</tr>
<tr>
<td>Non-resident - Fri/Sat/Sun/Holiday (6 hour max)</td>
<td>$800.00</td>
<td>(+ $200 cleaning fee)</td>
</tr>
<tr>
<td>Non-resident Fri/Sat/Sun/Holiday (full day)</td>
<td>$1,500.00</td>
<td>(+ $300 cleaning fee)</td>
</tr>
</tbody>
</table>

*A $300 refundable security deposit is required from all renters

### Non-Peak Season October 1st thru April 30th

<table>
<thead>
<tr>
<th>Description</th>
<th>Daily Fee</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Village Resident or Taxpayer - Mon -Thur (6 hour max)</td>
<td>$200.00</td>
<td>(+ $100 cleaning fee)</td>
</tr>
<tr>
<td>Village Resident or Taxpayer - Mon - Thur (full day)</td>
<td>$450.00</td>
<td>(+ $200 cleaning fee)</td>
</tr>
<tr>
<td>Village Resident or Taxpayer - Fri/Sat/Sun/Holiday (6 hour max)</td>
<td>$500.00</td>
<td>(+ $200 cleaning fee)</td>
</tr>
<tr>
<td>Village Resident or Taxpayer - Fri/Sat/Sun/Holiday (full day)</td>
<td>$750.00</td>
<td>(+ $300 cleaning fee)</td>
</tr>
<tr>
<td>Non-resident - Mon - Wed (6 hour max)</td>
<td>$250.00</td>
<td>(+ $100 cleaning fee)</td>
</tr>
<tr>
<td>Non-resident - Mon - Wed (full day)</td>
<td>$500.00</td>
<td>(+ $200 cleaning fee)</td>
</tr>
<tr>
<td>Non-resident - Fri/Sat/Sun/Holiday (6 hour max)</td>
<td>$750.00</td>
<td>(+ $200 cleaning fee)</td>
</tr>
<tr>
<td>Non-resident Fri/Sat/Sun/Holiday (full day)</td>
<td>$1,000.00</td>
<td>(+ $300 cleaning fee)</td>
</tr>
<tr>
<td><strong>MILL POINT PARK</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>---------------------</td>
<td>------------------</td>
<td></td>
</tr>
<tr>
<td><strong>Band Shell</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Village Resident</td>
<td>$45.00</td>
<td></td>
</tr>
<tr>
<td>Non-Village Resident</td>
<td>$65.00</td>
<td></td>
</tr>
<tr>
<td><strong>Mill Point Concession</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Village Resident</td>
<td>$25.00 Per Day</td>
<td></td>
</tr>
<tr>
<td>Non-Village Resident</td>
<td>$50.00 Per Day</td>
<td></td>
</tr>
<tr>
<td><strong>Dock Rental</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transient (no overnight mooring)</td>
<td>$10.00</td>
<td></td>
</tr>
<tr>
<td>Resident Seasonal</td>
<td>$1,250.00</td>
<td></td>
</tr>
<tr>
<td>Non-Resident Seasonal</td>
<td>$1,500.00 *05/01-10/15</td>
<td></td>
</tr>
</tbody>
</table>

50% of the rental rate is required with the reservation as a deposit. A refund, less a 10% admin fee, will only be issued if is able to secure a new tenant.

<table>
<thead>
<tr>
<th><strong>CENTRAL PARK PAVILIONS</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Village Resident</td>
<td>$45.00 Per Day</td>
</tr>
<tr>
<td>Non-Resident</td>
<td>$65.00 Per Day</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>RENTAL PROPERTY</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Registration (per unit)</td>
<td>$30.00 If paid within 30 days</td>
</tr>
<tr>
<td></td>
<td>$60.00 If paid within 31-60 days</td>
</tr>
<tr>
<td>Biennial Inspection (per unit)</td>
<td>$50.00 Paid to MTMS</td>
</tr>
<tr>
<td>Re-inspection (per unit)</td>
<td>$50.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>DPW PERMITS</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Road Opening/Pavement Cut</td>
<td>$200.00 plus costs to repair road</td>
</tr>
<tr>
<td>Right-of-Way Permit</td>
<td>$25.00 ($300 Security deposit)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>WATER / SEWER</strong></th>
<th></th>
</tr>
</thead>
</table>

As per attached schedule

<table>
<thead>
<tr>
<th><strong>BUILDING/PLUMBING/MECHANICAL/ELECTRICAL</strong></th>
<th></th>
</tr>
</thead>
</table>

As per MTMS Schedule

<table>
<thead>
<tr>
<th><strong>PLANNING/ZONING</strong></th>
<th>Fee</th>
<th>Escrow</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Banner / Pennant Permit*</td>
<td>$25.00</td>
<td></td>
</tr>
<tr>
<td>Application Fee - Site Plan Review with Public Hearing</td>
<td>$300.00</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>Application Fee - Special Land Use</td>
<td>$450.00</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>Preliminary Planned Unit Development Review</td>
<td>$700.00</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>Final Planned Unit Development Review</td>
<td>$300.00</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>PUD Amendment Review</td>
<td>$500.00</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>PUD Architectural Review</td>
<td>$500.00</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>Rezoning</td>
<td>$450.00</td>
<td>$500.00</td>
</tr>
<tr>
<td>Digital Message Center (SLU)</td>
<td>$450.00</td>
<td>$500.00</td>
</tr>
<tr>
<td>Short Term Rental (SLU) **</td>
<td>$450.00</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>Sign Deviation Request to Planning Commission</td>
<td>$150.00</td>
<td></td>
</tr>
<tr>
<td>Temporary Portable Sign*</td>
<td>$10.00</td>
<td></td>
</tr>
<tr>
<td>Zoning Permit - New Construction</td>
<td>$60.00</td>
<td></td>
</tr>
<tr>
<td>Zoning Permit (*including home occupation permit)</td>
<td>$30.00</td>
<td></td>
</tr>
</tbody>
</table>

A $300 refundable security deposit is required from all renters
The Village requires an escrow to cover anticipated costs for all planning and zoning reviews. An initial deposit of a minimum of $1,500 (depending on the size and scope of the development) is required to cover the escrow account. The escrow fee may be reduced at the discretion of the Village Planner or Village Manager. The Village may use the funds in escrow for expenses related to the following items; mailing/publishing all legal notices required, professional services of the Village Attorney and/or Village Engineer, services of other professionals working for the Village (i.e. planner) related to the application, or other cost incurred as a result of processing the application. *Fee may be waived at the discretion of the Village Manager. **Escrow for a short-term rental application shall be dependent on compliance as determined by the Building Official & Zoning Administrator. When the short-term rental has been determined to be compliant, the remaining escrow shall be refunded to the applicant.

<table>
<thead>
<tr>
<th>LEASE OF VILLAGE LAND</th>
</tr>
</thead>
<tbody>
<tr>
<td>50% of Fair Market Value</td>
</tr>
<tr>
<td>Example: $5/sf. Acquisition cost would equal $.50/sf lease cost; Village would subsidize 50% for a net of $.25/sf to lease.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PARKING</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parking (except as noted below)</td>
</tr>
<tr>
<td>Marked Tow Away Zone</td>
</tr>
<tr>
<td>Improper Parking at Boat Launch</td>
</tr>
<tr>
<td>No Boat Launch Permit</td>
</tr>
<tr>
<td>Parking to Interfer with the use of Curb Cut or Ramp by Persons with Disabilities</td>
</tr>
<tr>
<td>Parking in Marked Handicapped Zone without Permit</td>
</tr>
<tr>
<td>Lane Adjacent to Space Designated for Parking for Persons with Disabilities</td>
</tr>
<tr>
<td>ROW Parking License</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MISCELLANEOUS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Copies</td>
</tr>
<tr>
<td>Community Recreation Plan*</td>
</tr>
<tr>
<td>Design Manual</td>
</tr>
<tr>
<td>FOIA Request - per page</td>
</tr>
<tr>
<td>Village Cost</td>
</tr>
<tr>
<td>Historic Landmark Plaque</td>
</tr>
<tr>
<td>Master Land Use*</td>
</tr>
<tr>
<td>Non-sufficient Funds Check</td>
</tr>
<tr>
<td>Notary Public (per document)</td>
</tr>
<tr>
<td>Peddler Permit</td>
</tr>
<tr>
<td>Waste Hauler License</td>
</tr>
<tr>
<td>Zoning Ordinance*</td>
</tr>
<tr>
<td>*FREE from Village website</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>DDA &amp; EVENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sandwich Board Sign</td>
</tr>
<tr>
<td>Mass Gathering Permit</td>
</tr>
<tr>
<td>Mass Gathering Deposit</td>
</tr>
<tr>
<td>2 separate checks</td>
</tr>
<tr>
<td>Service Description</td>
</tr>
<tr>
<td>----------------------------------------------------------</td>
</tr>
<tr>
<td>Water Readiness to Serve</td>
</tr>
<tr>
<td>Water System Improvement</td>
</tr>
<tr>
<td>Water Lead Service Line Replacement</td>
</tr>
<tr>
<td>Water System Debt Service</td>
</tr>
<tr>
<td>Sewer Readiness to Serve</td>
</tr>
<tr>
<td>Sewer System Improvement</td>
</tr>
<tr>
<td>Sewer Authority 2013 Debt Service</td>
</tr>
<tr>
<td>Sewer Authority 2018 Debt Service</td>
</tr>
<tr>
<td>Sewer Authority Force Main Debt Service</td>
</tr>
<tr>
<td>Sewer System Debt Service</td>
</tr>
</tbody>
</table>

RT & ST outside Village Limits
WD & SD outside Village Limits
Water Equity Charge | $1,330.00 | $1,915.00 | $3,405.00 | $5,320.00 | $7,661.00 | $13,619.00 | $30,643.00 | $54,477.00 |
Sewer Equity Charge  | $510.00  | $734.00 | $1,306.00 | $2,040.00 | $2,938.00 | $5,222.00 | $11,750.00 | $20,890.00 |
Water Tap Fees - New | N/A     | $975.00 | $1,075.00 | Greater than 1" = Time & Material Basis |
Sewer Tap

Fire Suppression Quarterly Fee | $30.00 | $60.00

<table>
<thead>
<tr>
<th>Service Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fire Suppression Connection Fee</td>
<td>$4,000.00</td>
</tr>
<tr>
<td>Water per 1,000 gallons</td>
<td>$2.45</td>
</tr>
<tr>
<td>Sewer per 1,000 gallons</td>
<td>$4.23</td>
</tr>
<tr>
<td>Restore Service Fee - Business Hours</td>
<td>$114.14</td>
</tr>
<tr>
<td>Restore Service Fee - After Hours</td>
<td>$157.04</td>
</tr>
<tr>
<td>Bulk Water/Hydrant Use/Meter RPZ Rental</td>
<td>$250.00</td>
</tr>
</tbody>
</table>

Security Deposit + 1 Hour Service Fee + Current Water Fee
<table>
<thead>
<tr>
<th>Service</th>
<th>Cost</th>
<th>Cost</th>
<th>Cost</th>
<th>Actual Cost +10%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meter/Touchpad/Hardware</td>
<td>$190.00</td>
<td>$575.00</td>
<td>$775.00</td>
<td></td>
</tr>
<tr>
<td>Water Line Inspection</td>
<td>$55.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sewer Line Inspection</td>
<td>$63.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Adjustment</td>
<td>Account</td>
<td>Fund</td>
<td>Dept.</td>
<td>Account</td>
</tr>
<tr>
<td>------------</td>
<td>---------------</td>
<td>-------</td>
<td>-----------</td>
<td>------------------</td>
</tr>
<tr>
<td>#1</td>
<td>101-282.000-702.000</td>
<td>General</td>
<td>Forestry</td>
<td>Full Times Wages</td>
</tr>
<tr>
<td>#1</td>
<td>101-282.000-704.000</td>
<td>General</td>
<td>Forestry</td>
<td>Social Security</td>
</tr>
<tr>
<td>#1</td>
<td>101-282.000-705.000</td>
<td>General</td>
<td>Forestry</td>
<td>Retirement Contribution</td>
</tr>
<tr>
<td>#1</td>
<td>101-282.000-801.000</td>
<td>General</td>
<td>Forestry</td>
<td>Professional Services</td>
</tr>
</tbody>
</table>

Adjust current year Forestry Budget.

#2
<table>
<thead>
<tr>
<th>Account</th>
<th>Account</th>
<th>Fund</th>
<th>Dept.</th>
<th>Account</th>
<th>Current</th>
<th>Proposed</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>202-463.000-740.000</td>
<td>Major Streets</td>
<td>Routine Maint.</td>
<td>Operating Supplies</td>
<td>1,500</td>
<td>2,500</td>
<td>1,000</td>
<td></td>
</tr>
<tr>
<td>202-480.000-740.000</td>
<td>Major Streets</td>
<td>Trunkline Maint.</td>
<td>Operating Supplies</td>
<td>500</td>
<td>1,000</td>
<td>500</td>
<td></td>
</tr>
<tr>
<td>202-482.000-702.000</td>
<td>Major Streets</td>
<td>Administration</td>
<td>Full Time Wages</td>
<td>2,700</td>
<td>4,000</td>
<td>1,300</td>
<td></td>
</tr>
<tr>
<td>202-482.000-704.000</td>
<td>Major Streets</td>
<td>Administration</td>
<td>Social Security</td>
<td>210</td>
<td>350</td>
<td>140</td>
<td></td>
</tr>
<tr>
<td>202-482.000-801.000</td>
<td>Major Streets</td>
<td>Administration</td>
<td>Professional Services</td>
<td>3,750</td>
<td>7,000</td>
<td>3,250</td>
<td></td>
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</tbody>
</table>

Adjust current year Major Streets Fund Budget.

#3
<table>
<thead>
<tr>
<th>Account</th>
<th>Account</th>
<th>Fund</th>
<th>Dept.</th>
<th>Account</th>
<th>Current</th>
<th>Proposed</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>236-000.000-702.000</td>
<td>DDA</td>
<td>DDA</td>
<td>DDA</td>
<td>Full Time Wages</td>
<td>97,000</td>
<td>101,000</td>
<td>4,000</td>
</tr>
<tr>
<td>236-000.000-703.000</td>
<td>DDA</td>
<td>DDA</td>
<td>DDA</td>
<td>Part Time Wages</td>
<td>6,000</td>
<td>10,000</td>
<td>4,000</td>
</tr>
<tr>
<td>236-000.000-704.000</td>
<td>DDA</td>
<td>DDA</td>
<td>DDA</td>
<td>Social Security</td>
<td>7,650</td>
<td>8,650</td>
<td>1,000</td>
</tr>
<tr>
<td>236-000.000-705.000</td>
<td>DDA</td>
<td>DDA</td>
<td>DDA</td>
<td>Retirement Fund Contribution</td>
<td>10,000</td>
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<td>1,500</td>
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<tr>
<td>236-000.000-885.300</td>
<td>DDA</td>
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<td>Holiday Decorations</td>
<td>10,000</td>
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<td>236-000.000-960.238</td>
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<td>DDA</td>
<td>Branding Grants</td>
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<td>Tanglefoot</td>
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Adjust current year DDA Budget.

#4
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<th>Account</th>
<th>Account</th>
<th>Fund</th>
<th>Dept.</th>
<th>Account</th>
<th>Current</th>
<th>Proposed</th>
<th>Change</th>
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<tbody>
<tr>
<td>590-000.000-702.000</td>
<td>Sewer</td>
<td>Sewer</td>
<td>Sewer</td>
<td>Full Time Wages</td>
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<td>Sewer</td>
<td>Sewer</td>
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<td>590-000.000-818.002</td>
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Adjust current year Sewer Fund Budget.

#5
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<th>Account</th>
<th>Account</th>
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<th>Dept.</th>
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<th>Change</th>
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<td>Building Permits</td>
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<tr>
<td>249-381.000-702.000</td>
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<td>Planning/Zoning</td>
<td>Building</td>
<td>Full Time Wages</td>
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<td>2,000</td>
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<tr>
<td>249-381.000-709.000</td>
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<td>Planning/Zoning</td>
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<td>Building Dept. Software</td>
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<td>Planning/Zoning</td>
<td>Building</td>
<td>Insurance</td>
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<td>-275</td>
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</tbody>
</table>

Adjust current year Building Fund Budget.
Background: Consumers Credit Union is seeking deposits from municipalities. Consumers Credit Union is five-star rated by Bauer Bank Rating Service and funds on deposit with Consumers Credit Union are covered by NACU Insurance up to $250,000. Consumers Credit Union requires formal approval from Council to accept Village Funds. In addition, Consumers Credit Union requires Council to name the signers on Village accounts.

Issues & Questions Specified: Should Council approve Village funds being deposited with Consumers Credit Union and name the Village President, Manager and Clerk/Treasurer as signers on the account.

Alternatives: Do not use Consumers Credit Union as a depository for Village Funds.

Financial Impact: None.

Recommendation: Approve using Consumers Credit Union as a depository for Village funds and name the Village President, Manager and Clerk/Treasurer as signers on the account.

Attachments: None.
Background: Based on discussions at the SLT/SLV committee meeting, it is recommended that both elected bodies consider a formal lease agreement for use of Barber School by SLT.

Issues & Questions Specified: Should the Village enter into a lease agreement with SLT for use of Barber School.

Alternatives: Status quo.

Financial Impact: $4,681.88

Recommendation: Council discretion.

Attachments:

Proposed lease agreement.
SPRING LAKE TOWNSHIP – VILLAGE OF SPRING LAKE

AMENDMENT TO THE INTERGOVERNMENTAL LEASE AGREEMENT FOR COMMERCIAL AND ADMINISTRATIVE OFFICE SPACE SHARING

This amendment is made on February 21, 2022, between Spring Lake Township, 101 S. Buchanan Street, Spring Lake, MI 49456 (the “Township”) and the Village of Spring Lake, 102 W. Savidge Street, Spring Lake, MI 49456 (the “Village”) (referred to collectively as the “Parties”).

Background

A. The Village and the Township entered into an agreement titled “Intergovernmental Lease Agreement for Commercial and Administrative Office Space Sharing” on ______________, 2021 (the “Intergovernmental Lease”).

B. The Intergovernmental Lease memorializes the use and occupancy sharing relationship between the Parties as it relates to various pieces of governmental property, including the Barber School, which is owned by the Village and is located at 102 West Exchange Street, Spring Lake, Michigan 49456 and is more particularly described on the attached Exhibit A to this Amendment (“Barber School”).

C. The Intergovernmental Lease does not require the Township to pay rent to the Village for the Township’s use of the Barber School. The Parties desire to amend the Intergovernmental Lease to require the Township to pay rent to the Village in proportion to the Township’s use of the Barber School.

Agreement

The Intergovernmental Lease is amended as follows. To the extent of any conflict between the terms of the Intergovernmental Lease and this Amendment, this Amendment will control. The remainder of the Intergovernmental Lease remains unchanged.

1. Amendment to Annex B. The Parties agree and acknowledge that “Annex B – Rent Amounts and Payment Schedule of the Premises” shall hereby read as follows:

   Barber School Building. The Township shall pay to the Village the annual rent of $3.64 per square foot for 1,288 square feet for the shared use of the Barber School Building Gathering Room listed in the corresponding item number found in Annex A.

2. Counterparts. This Amendment may be executed simultaneously in two or more counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument. It is not necessary that all parties execute any single counterpart if each party executes at least one counterpart.
3. **Authorization.** The Parties affirm that their representatives executing this Amendment on their behalf are authorized to do so and that all resolutions, ordinances, or similar actions necessary to approve this Amendment (and to make it binding) have been adopted and approved.

**VILLAGE OF SPRING LAKE**

By: _________________________________
Its: Mark Powers, President

By: _________________________________
Its: Marv Hinga, Clerk

**SPRING LAKE TOWNSHIP**

By: _________________________________
Its: John Nash, Supervisor

By: _________________________________
Its: Carolyn Boersma, Clerk
Exhibit A to the Amendment to the Intergovernmental Lease Agreement

The Barber School

Parcel ID#: 70-03-15-385-006
Lot 5, Block 2 of Haire, Tolford, and Hancock’s Addition to the Village of Spring Lake
AND

Parcel ID#: 70-03-15-385-007
Lot 6, Block 2 of Haire, Tolford and Hancock’s Addition to the Village of Spring Lake

Known by the postal address 102 W Exchange Street Spring, Lake, MI 49456
Background: Chair Curt Brower has tendered his resignation from the Parks & Recreation Board, effective 12/31/21; his term ran thru 2022. It was a pleasure to work with Curt all these years; his family has left a very positive imprint on the community, and he will be missed.

The Village advertised to fill the vacancy and received numerous applications. Unfortunately, four applications were from township residents who do not qualify to serve. We have received four applications from Village residents who do wish to serve.

The Historic Conservation Committee currently has one vacancy on the board. One applicant for Parks & Recreation, Amanda Pauli, has indicated an interest in serving on the HCC.

Issues and Questions Specified: Should Council appoint someone to fill the vacancy created by Curt Brower’s resignation?

Financial Impact: None.

Recommendation: Accept the recommendation of the Parks & Recreation Board and place the appointment of Kristen Horine to the Parks & Recreation Board with a term expiring 2022 on the Consent Agenda for 02/21/22.

Place the appointment of Amanda Pauli to the Historic Conservation Committee with a term expiring 2023 on the Consent Agenda for 02/21/22.

Attachments:

Applications/Resumes

- Horine, Kristen
- Pauli, Amanda
- Plews, Terry
- Witte, Mary Beth
Current service on a board or commission does not guarantee reappointment. Each year, the Village solicits applications to fill terms that are expiring or seats that have been vacated. Incumbents are required to reapply. In the event that there are more applicants than there are seats available, qualified applicants may be interviewed and the most qualified individual(s) will be appointed.

Name: Kristen Horine  Date: 2.4.22

Address: 118 North Park St.  Home Phone: (________)  

Email Address: kristen.horine@gmail.com  Cell Phone: (503) 504.6878  

Years as a Village Resident: 4 months  Occupation: land planner  

Background/Interests: I am a land planner with over a decade of experience with private and public lands – designing community parks and trailheads. I am currently preparing for the MI LARE to become a registered Landscape Architect. In my spare time, I enjoy spending time with my family on the tropical shores of Lake Michigan, identifying trees and visiting our remarkable Spring Lake Library.

Please check the board(s) or commission(s) that you would be willing to serve on:

- Village Council
- Planning Commission
- Zoning Board of Appeals
- Parks & Recreation/Tree Board
- Lloyd’s Bayou Lake Board
- Historic Commission
- Library Liaison
- Spring Lake Lake Board
- Beautification Volunteer
- DDA
- Development Area Citizens Council (DACC)

The above boards typically meet on a monthly basis, with the exception of the ZBA, which meets on an “as needed” basis. Quorums are required for any board to act, so attendance is important. Do you feel the other board members can count on your regular attendance so that business can be conducted?

- Yes  - No  - Seasonally – from ________________ to ________________

Why would you like to be on the board(s) or commission(s) you have selected: (Please use reverse side if necessary)

I truly believe that all people deserve equal access to clean and safe parks. We are blessed to be within walking distance to so many spaces to enjoy nature and connect with community. Above my love for parks – I understand the need for safe access, vehicular and pedestrian circulation and site design. I have grant writing experience, plant knowledge (especially native species) and a passion for community engagement. I want to support my community and continue the already awe-inspiring work that has been done for the residents of Spring Lake.

Concerns for the Village; if any:

The Village of Spring Lake assures that no person shall, on the grounds of race, color, national origin, or sex be excluded from or participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. The Village of Spring Lake further assures every effort will be made to ensure nondiscrimination in all of its committees, programs and activities, regardless of the funding source.

1 You may attach a resume in lieu of completing the “background/interests” section.
Thank you for considering serving as a volunteer on a Village Board or Committee. The Village is very fortunate in that we have a very engaged population who wish to serve their neighbors in a way that continues to move the Village forward.

Each November, Council considers applications for all boards and committees. Incumbents are not guaranteed reappointment; Council considers the skillset and fit of every applicant. Incumbents are required to reapply if they wish to maintain their seat. Occasionally, seats will open up throughout the year for various reasons and Council will consider those on a case-by-case basis. Applications are vetted by the respective board that you wish to serve. For example, if you wish to serve on the Parks & Recreation Board, the current seated members will consider the application. If there are more applications than seats available, they may interview candidates (either in person or via Zoom) prior to making a recommendation to Council. Once a recommendation has been made, Council will make the official appointment to serve.

In some cases, board by-laws mandate how quickly a vacancy must be filled. In all cases, applicants must be Village residents in order to be considered for appointment.

Prior to serving on any board or committee, candidates will be sworn in and must pledge the following: “I do solemnly swear (or affirm) that I will support the Constitution of the United States, and the Constitution of this State, and that I will faithfully discharge the duties of the office of [insert board or committee here] in and for the Village of Spring Lake, County of Ottawa and the State of Michigan, according to the best of my ability.”

Failure to adhere to this oath of office, to the point of malfeasance or misfeasance, may result in a member being removed from a board or committee.

Terms vary based on the respective board. Residents appointed to fill an unexpired term will be required to reapply at the end of their appointment.
# KRISTEN HORINE

**LANDSCAPE DESIGNER**

**SHE, HER, HERS**

**KRISTEN.HORINE@GMAIL.COM**

**CELL: 503.504.6878**

**MIDWEST BASED**

## AFFILIATIONS

**AMERICAN SOCIETY OF LANDSCAPE ARCHITECTS**
- Current Member
- Former Chair of Western Reserve Chapter

## ABOUT ME

I am a designer driven by an insatiable curiosity for ecological systems, human interaction and creative problem solving. I am inspired by the idea of making this world a better place, one space at a time.

I am well-versed in Adobe Creative Suite, SketchUp, AutoCAD, and a fast learner at everything in between.

## EDUCATION

**TEMPLE UNIVERSITY**
- Masters Degree
- Landscape Architecture with a specialization in Ecological Restoration

**MASTERS CAPSTONE**
- Capstone Committee
  - Lolly Tai, PhD, RLA, FASLA
  - John Munro, Restoration Ecologist
  - Teresa Durkin RLA, AICP, LEED AP

**MICHIGAN STATE UNIVERSITY**
- Bachelors Degree
- Agriculture and Natural Resource Communications
  with a specialization in Environmental Studies

I received my Master of Landscape Architecture (MLArch) at the Tyler School of Art and Architecture with an emphasis on ecological landscape restoration. We applied principles of landscape restoration, native plant communities and local ecosystems to transform vacant lots, brownfields and suburban sprawl into creatively-designed parks, campuses, gardens, neighborhoods, and restored landscapes.

My Capstone Project focused on design elements that made John Heinz National Wildlife Refuge a more accessible learning tool for local educators and the community members by increasing access to the site, expanding restored ecological systems and promoting interpretive nodes. Students had the opportunity to receive a hands-on learning experience within their own backyard, in their own outdoor classroom. By teaching children about their local ecosystems, John Heinz National Wildlife Refuge inspires them to take action and grow to be the next environmental stewards of this earth.

I received my Bachelor of Science in Agriculture and Natural Resource Communications with a specialization in Environmental Studies. The program focused on agro-ecosystems, environmental and social issues. We traveled to Australia and New Zealand visiting farms, agribusinesses, National Parks, wildlife sanctuaries and forests, as well as cultural and historical sites.

## AFFILIATIONS

- American Society of Landscape Architects
- Current Member
- Former Chair of Western Reserve Chapter

## ABOUT ME

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- I am well-versed in Adobe Creative Suite, SketchUp, AutoCAD, and a fast learner at everything in between.

## EDUCATION

- Temple University
  - Masters Degree in Landscape Architecture with a specialization in Ecological Restoration
- Masters Capstone
  - Capstone Committee
    - Lolly Tai, PhD, RLA, FASLA
    - John Munro, Restoration Ecologist
    - Teresa Durkin RLA, AICP, LEED AP
- Michigan State University
  - Bachelors Degree in Agriculture and Natural Resource Communications
    with a specialization in Environmental Studies

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EXPERIENCE

MOSSYCUP COLLECTIVE, LTD
DIRECTOR OF DESIGN
2020-PRESENT

As a Land Planner for the Green Infrastructure, Trails and Parks group I worked to elevate design and restore beauty to places often forgotten or destroyed by the machines of modern industry. Managing often tight budgets, my team and I handled the planning, design and construction process for historic landscapes, parks, nature playgrounds, trails, boardwalks, green infrastructure sites, and public lands. All while working closely with clients to help bring their visions to life. I also specialized in finding funding for local, regional and national grants. No stranger to public speaking, I prepared and ran public engagement meetings and design charrettes - engaging the community, and clients, in the joy of the design process.

JOHN MORGAN THOMAS
LANDSCAPE ARCHITECTS
Project Manager
2011-2015

As the sole Project Manager at John Morgan Thomas Landscape Architects, I was an integral part of a small team that handled all aspects of the work including designing, planning and estimating components. I managed and organized full construction drawings including site, layout, grading/drainage plans, planting plans and construction details. I worked directly with clients and contractors throughout the construction process. Most of our projects were nestled in the farm fields of Bucks County Pennsylvania surrounding old stone farmhouses, historic structures and landscapes in need of rehabilitation, or new properties tucked within beautiful hardwood forests. Our work required a constant balance between honoring the historic landscapes and environmentally sensitive areas, and the desire for new construction. We worked with local quarries, nurseries, and specialized contractors to develop the best possible design solutions, while keeping true to the character of a particular site.

It is through this position at JMTLA that I harnessed my love of design in place. We developed native planting plans that fit the local landscape and promoted healthy, sustainable connections to existing ecosystems; worked with historical architects, combing through old documents to find the best representation for new construction; and found remarkably skilled masons who used stone materials historically accurate to the site and structures.

TEMPLE UNIVERSITY AMBLER
LANDSCAPE ARBORETUM
Grounds Maintenance
2009-2011

As a gardener and grounds maintenance at the renowned Temple University Ambler Landscape Arboretum I helped develop planting plans for new spaces with native species aimed at attracting wildlife and improved ecological function. I also developed and executed invasive species removal plans.

The hands on experience working at the arboretum while simultaneously taking courses in native plant identification and ecological restoration gave me an in-depth perspective on the importance of multi-layer design approach, from soil microbes, herbaceous, to shrubs and trees.

ENVIROMENTAL DESIGN GROUP
Land Planner
2015-2020

As a Land Planner for the Green Infrastructure, Trails and Parks group I worked to elevate design and restore beauty to places often forgotten or destroyed by the machines of modern industry. Managing often tight budgets, my team and I handled the planning, design and construction process for historic landscapes, parks, nature playgrounds, trails, boardwalks, green infrastructure sites, and public lands. All while working closely with clients to help bring their visions to life. I also specialized in finding funding for local, regional and national grants. No stranger to public speaking, I prepared and ran public engagement meetings and design charrettes - engaging the community, and clients, in the joy of the design process.

TEMPLE UNIVERSITY AMBLER
LANDSCAPE ARBORETUM
Grounds Maintenance
2009-2011

As a gardener and grounds maintenance at the renowned Temple University Ambler Landscape Arboretum I helped develop planting plans for new spaces with native species aimed at attracting wildlife and improved ecological function. I also developed and executed invasive species removal plans.

The hands on experience working at the arboretum while simultaneously taking courses in native plant identification and ecological restoration gave me an in-depth perspective on the importance of multi-layer design approach, from soil microbes, herbaceous, to shrubs and trees.
Board and Commission Application
102 W. Savidge, Spring Lake, MI 49456
P: (616) 842-1393 F: (616) 847-1393
Email: christine@springlakevillage.org

Current service on a board or commission does not guarantee reappointment. Each year, the Village solicits applications to fill terms that are expiring or seats that have been vacated. Incumbents are required to reapply. In the event that there are more applicants than there are seats available, Council will interview qualified applicants and appoint the most qualified individual(s).

Name: Amanda Pauli
Date: 1/10/2022

Address: 212 Prospect Street
Home Phone: (________)___________________

Email Address: amandasuepauli@gmail.com
Cell Phone: (630) 750.9251

Years as a Village Resident: 2.8
Occupation: Designer, Owner - Prospect Studio Design, LLC

Background/Interests: I have a background in marketing with a degree in communications however, I've been a designer for the past ten years. My interests are horseback riding, skiing, boating and cooking.

Please check the board(s) or commission(s) that you would be willing to serve on:

- Village Council
- Planning Commission
- Zoning Board of Appeals
- Parks & Recreation/Tree Board
- Lloyd’s Bayou Lake Board
- Historic Commission
- Library Liaison
- Spring Lake Lake Board
- Beautification Volunteer
- DDA
- Development Area Citizens Council (DACC)

The above boards typically meet on a monthly basis, with the exception of the ZBA, which meets on an “as needed” basis. Quorums are required for any board to act, so attendance is important. Do you feel the other board members can count on your regular attendance so that business can be conducted?

Yes ☒ No ☐
Seasonally – from _______________ to _______________

Why would you like to be on the board(s) or commission(s) you have selected: (Please use reverse side if necessary)
I would like to be a board member of either the Historic Commission or Parks and Rec to support our local community and get involved within the village. I live in a historic home and helping conserve that historic charm and character are an interracial part to any town. Also, our parks are such a huge part of our community and one of the reasons we fell in love with Sprig Lake. So much is already being done to help these park thrive and I would love to be a part of that.

Concerns for the Village; if any:

I don't have a concerns.

The Village of Spring Lake assures that no person shall, on the grounds of race, color, national origin, or sex be excluded from or participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. The Village of Spring Lake further assures every effort will be made to ensure nondiscrimination in all of its committees, programs and activities, regardless of the funding source.

1 You may attach a resume in lieu of completing the “background/interests” section.
Amanda Pauli

EXPERIENCE

Designer, Owner – Prospect Studio Design, LLC, 
Chicago IL – Spring Lake MI
2011 - PRESENT

● Furniture and home decor selection and placement
● Styling (surfaces, walls, sofas, beds, etc.)
● Paint and wall treatments
● Fixtures, finishes, trims
● Construction and remodel ideas
● Exterior design
● Floor plan layouts
● Social media content and development
● Daily small business needs

American Bar Association, Chicago IL — Marketing and Communications Manager
2007 - 2010

● Serve as project manager for in-house marketing initiatives.
● Primary liaison between creative team and attorney clients.
● Write copy for the Section’s bi-monthly Newsletter, as well as supervise our technology specialist during the design process.
● Author Section news for the bi-monthly magazine, Probate & Property.
● Write text for emails for programs and meetings.
● Work closely with Section Chair’s to develop and implement communication, membership and marketing plans.
● Direct and create several Section programs for various attorney groups.
● Manage and update website contest for Section website, as well as understand the web development process.
● Knowledge of the design and printing processes.
● Partner with the media and public relations departments to ensure marketing deliverables are created in a timely and accurate fashion.
● Managed a team to create new Section brochures and postcards for monthly direct mailing campaigns.
● Supervise monthly mailing campaigns going to over 5,000 attorney members.
● Manage marketing calendar and budget to ensure quality and timely projects.
● Maintain cross-functional relationship with several other Sections within the ABA.

212 Prospect St
Spring Lake, MI 49456
630.750.9251
amandasuepauli@gmail

SKILLS

Attention to Detail
Adaptability
Problem Solving
Collaboration
Social Media Content Creator
Team Leader

EDUCATION

Arizona State University
Communications B.A with an English Minor
**Authentify, Chicago IL — Marketing Associate**  
2006 - 2007

- Primary copywriter for all print and web marketing materials.
- Created and managed direct mail and email campaigns.
- Responsible for writing company proposals, industry award campaigns, and RFP’s.
- Managed all aspects of tradeshow events including show selection, booth design and on-site booth operation.
- Lead efforts to research potential business partners to determine profit potential.
- Served as first point of contact for potential customers.
- Contributing writer and editor of a white paper presented to members of the U.S. Congress interested in stopping identity theft.

**Maryln Nutraceuticals, Phoenix AZ — Marketing Brand Manager**  
2005 - 2006

- Responsible for product marketing strategy and market placement.
- Planned, implemented, and edited marketing and advertising projects and activities with a $1.2 million budget.
- Responsible for all media planning and purchasing efforts.
- Created copy for nine monthly advertisements, including publications, direct mail, and radio.
- Generated and edited sales letters, press releases, and promotional materials.
- Managed and coordinated tradeshows and events.
Current service on a board or commission does not guarantee reappointment. Each year, the Village solicits applications to fill terms that are expiring or seats that have been vacated. Incumbents are required to reapply. In the event that there are more applicants than there are seats available, qualified applicants may be interviewed and the most qualified individual(s) will be appointed.

Name: Terry Plews Date: 2/6/2022

Address: 526 Grandview Ave. Home Phone: 616-607-8294

Email Address: Plewstel@yahoo.com Cell Phone: Same

Years as a Village Resident: 8 Occupation: Corrections Program Coordinator/Musician

Background/Interests: See Resume

Please check the board(s) or commission(s) that you would be willing to serve on:

☐ Village Council  ☐ Lloyd’s Bayou Lake Board  ☐ Beautification Volunteer
☐ Planning Commission  ☐ Historic Commission  ☐ DDA
☐ Zoning Board of Appeals  ☐ Library Liaison  ☐ Development Area Citizens Council (DACC)
☒ Parks & Recreation/Tree Board  ☐ Spring Lake Lake Board  ☐

The above boards typically meet on a monthly basis, with the exception of the ZBA, which meets on an “as needed” basis. Quorums are required for any board to act, so attendance is important. Do you feel the other board members can count on your regular attendance so that business can be conducted?

☒ Yes  ☐ No  ☐ Seasonally – from ____________ to ____________

Why would you like to be on the board(s) or commission(s) you have selected: (Please use reverse side if necessary)

There appears to be many important changes happening in our community and I feel I have knowledge and a skill set that would be a good fit for the Parks and recreation board.

Concerns for the Village; if any:

The Village of Spring Lake assures that no person shall, on the grounds of race, color, national origin, or sex be excluded from or participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. The Village of Spring Lake further assures every effort will be made to ensure nondiscrimination in all of its committees, programs and activities, regardless of the funding source.

1 You may attach a resume in lieu of completing the “background/interests” section.
Thank you for considering serving as a volunteer on a Village Board or Committee. The Village is very fortunate in that we have a very engaged population who wish to serve their neighbors in a way that continues to move the Village forward.

Each November, Council considers applications for all boards and committees. Incumbents are not guaranteed reappointment; Council considers the skillset and fit of every applicant. Incumbents are required to reapply if they wish to maintain their seat. Occasionally, seats will open up throughout the year for various reasons and Council will consider those on a case-by-case basis. Applications are vetted by the respective board that you wish to serve. For example, if you wish to serve on the Parks & Recreation Board, the current seated members will consider the application. If there are more applications than seats available, they may interview candidates (either in person or via Zoom) prior to making a recommendation to Council. Once a recommendation has been made, Council will make the official appointment to serve.

In some cases, board by-laws mandate how quickly a vacancy must be filled. In all cases, applicants must be Village residents in order to be considered for appointment.

Prior to serving on any board or committee, candidates will be sworn in and must pledge the following: “I do solemnly swear (or affirm) that I will support the Constitution of the United States, and the Constitution of this State, and that I will faithfully discharge the duties of the office of [insert board or committee here] in and for the Village of Spring Lake, County of Ottawa and the State of Michigan, according to the best of my ability”

Failure to adhere to this oath of office, to the point of malfeasance or misfeasance, may result in a member being removed from a board or committee. Terms vary based on the respective board. Residents appointed to fill an unexpired term will be required to reapply at the end of their appointment.
Terry Plews, CPC/P12
526 Grandview Avenue
Spring Lake, Michigan 49456
Home Phone: 616-607-8294  Work Phone: 231-773-9200 Ext. 1917  Email: Plewstel@Yahoo.com

OBJECTIVES: To deliver programming that is goal oriented, appropriate to the targeted population, and to continuously evaluate the effectiveness of the programs. To accept new challenges in programming and housing for inmate population.

QUALIFICATIONS
Has had thirty-two years of programming experience with a variety of populations. Has assumed leadership roles as supervising activity therapy assistants, students, volunteers, interns, and inmate workers. Possesses very functional musical, recreational and group facilitating/development skills. Has extensive knowledge/education in treatment of psychiatric consumers and developing/delivering programming to inmate populations. Has worked with community organizations when making discharge plans for mentally ill and when coordinating volunteers. Has worked with housing and discharge issues when working on the unit as a case monitor (Riverside and Handlon Facilities).

EDUCATION
1982-1988 BA in Music Therapy, Western Michigan University

EMPLOYMENT
2010-Present  Corrections Program Coordinator/Special Activities Director/Volunteer Coordinator/Substance Abuse Coordinator and Lead Worker, EC Brooks Correctional Facility
Provides Core (Thinking for a Change, Substance Abuse), Religious, Leisure Time and Cognitive Behavioral Programming to inmate population (Levels I, II and IV). Coordinates and supervises volunteers who facilitate Leisure Time, Self-Help and Religious groups. Facilitates Thinking for a Change, Michigan Domestic Violence Program and has been a trainer for facilitators. Has organized holiday events, concerts, religious events (e.g., One Day with God) Speakers and Workshops.

1999-2010  Music Therapist/Case Monitor, Riverside and Handlon (MTU) Correctional Facility-Residential Treatment Program
Provided activity therapy programming to level II-V security, mentally ill inmates. Also functions as case monitor to a specific caseload with same population. Designs music therapy programming including ordering new equipment and utilizing a variety of instruments that had not previously been available in this facility. Provides necessary documentation (including group assignments in OMNI and notes in NEXTGEN) and serves as leader of treatment team when writing and implementing treatment plans. Supervises inmates (20-120) in recreational activities including Field House.

1989-1999  Activity Therapist, Kalamazoo Regional Psychiatric Hospital
Provided music/activity therapy programming with adult, psychiatric consumers in a psychosocial rehabilitative model program. Also worked in a Fairweather program contained within the facility. Activities were delivered off and on-grounds and were recreational and musical in nature. Was member of Safety Committee, Quality Assurance Committee and was trainer of Resident Care Aides in psychosocial programming. Provides necessary documentation and served as leader of treatment team when implementing treatment plans.

1988-1989  Music/Activity Therapist, Battle Creek Adventist Hospital
Provided music/activity therapy programming to adolescent, children and adult psychiatric consumers. Introduced and designed new music therapy programming on units.
INTERESTS/COMMUNITY INVOLVEMENT

Has been Music Director for Spring Lake Presbyterian Church for nine years. Has played/sung in several area bands in West Michigan for 30 years. Enjoys small game hunting, training beagles and is a certified Master Level Scuba Diver.

REFERENCES

Bobbi Smith, Deputy Warden- EC Brooks Correctional Facility
231-773-9200 Ext. 1300

Paul Davis, Assistant Deputy Warden- EC Brooks Correctional Facility
231-773-9200 Ext. 1900
Board and Commission Application
102 W. Savidge, Spring Lake, MI 49456
P: (616) 842-1393  F: (616) 847-1393
Email: christine@springlakevillage.org

Current service on a board or commission does not guarantee reappointment. Each year, the Village solicits applications to fill terms that are expiring or seats that have been vacated. Incumbents are required to reapply. In the event that there are more applicants than there are seats available, qualified applicants may be interviewed and the most qualified individual(s) will be appointed.

Name: Mary Beth Witte  Date: 2/4/2022
Address: 613 Parkview Ave. SL  Home Phone: 
Email Address: mbwitte39a@globalnet.net  Cell Phone: (616) 638-8055

Years as a Village Resident: 8½  Occupation: Retired
Background/Interests: Admin Assistant/Finance background I have, organized events and enjoy working as a team. My interests include time with family and friends, walking and pickleball.

Please check the board(s) or commission(s) that you would be willing to serve on:

☑ Village Council  ☐ Planning Commission  ☐ Lloyd’s Bayou Lake Board  ☐ Beautification Volunteer  ☐ Zoning Board of Appeals  ☐ Historic Commission  ☐ DDA  ☐ Parks & Recreation/Tree Board  ☐ Library Liaison  ☐ Development Area Citizens Council (DACC)  ☐ Spring Lake Lake Board  ☐

The above boards typically meet on a monthly basis, with the exception of the ZBA, which meets on an “as needed” basis. Quorums are required for any board to act, so attendance is important. Do you feel the other board members can count on your regular attendance so that business can be conducted?

☑ Yes  ☐ No  ☐ Seasonally – from ________________ to ________________

Why would you like to be on the board(s) or commission(s) you have selected: (Please use reverse side if necessary)
I want to become more active in my community.
I enjoy living in the Village and want to do my part to make it the best it can be.

Concerns for the Village; if any:

____________________________________

____________________________________

The Village of Spring Lake assures that no person shall, on the grounds of race, color, national origin, or sex be excluded from or participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. The Village of Spring Lake further assures every effort will be made to ensure nondiscrimination in all of its committees, programs and activities, regardless of the funding source.

1 You may attach a resume in lieu of completing the “background/interests” section.
TO: Village President Mark Powers & Village Council Members  
FROM: Chris Burns, Village Manager  
DATE: February 11, 2022  
RE: Planning Contract with Grant Haven Contract

Background: On January 20, 2020, Council approved a contract with Grand Haven Township to provide planning services to the Village.

Our previous contract with the City of Grand Haven was a flat amount with no opportunity to access additional hours when workload demanded it. Grand Haven Township invoices the Village based on the amount of time their staff spends working for the Village. The downside to the GHT contract is that there is a reduction in cost certainty; if projects increase in number so will the cost for services. However, we also see additional (and necessary) staff time devoted to our ever-increasing development.

<table>
<thead>
<tr>
<th></th>
<th>GHT Cost per Hour</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2020</td>
</tr>
<tr>
<td>Senior Planner</td>
<td>$56.50</td>
</tr>
<tr>
<td>Junior Planner</td>
<td>$33.79</td>
</tr>
</tbody>
</table>

While the transition from GHC to GHT took place during early Covid and we had a couple of minor bumps to figure out (i.e. how to work remotely and still get plans/applications from applicant to staff), staff and planning commissioners were satisfied with the services we received from Grand Haven Township. In 2021, we were extremely busy with some larger projects plus GHT lost their senior planner. We expect there to be some learning curve for their new senior planner (Rory), but Cassie continues to do good work in spite of the heavier-than-normal workload.
**Issues & Questions Specified:**

Should SLV continue the arrangement for planning services with GHT?

*Alternatives:*

Seek services elsewhere.

*Financial Impact:*

See above.

*Recommendation:* Approve the 2022 planning contract with Grand Haven Township.

*Attachments:*

2022 Proposed Planning Contract
Chris:

I failed to get authorization from you to continue the planning contract this past December. This was solely my error ...

Under Section 2 of the agreement, the rate for planning services in 2021 was $56.89 for Fedewa and $36.77 for Hoisington. The rate for 2022 for planning services will be $45.21 for Thibault and $38.95 for Hoisington. (This about a 20% decrease↓ for the Senior Planner and about a 6% increase↑ for the Associate Planner.)

If this is acceptable, pursuant to Section 6 of the agreement, please email me your approval and the agreement will be extended.

Thanks.

Bill
INDEPENDENT CONTRACTOR AGREEMENT

THIS AGREEMENT, dated for reference purposes, this 14th day of December, 2020, (the "Agreement") is made by and between THE VILLAGE OF SPRING LAKE, a Michigan Municipal Corporation (the "Village"), whose address is 102 W. Savidge Street, Spring Lake, Michigan 49456 and GRAND HAVEN TOWNSHIP (the "Contractor") of 13300 168th Avenue, Grand Haven, Michigan, 49417.

1. General Agreement. Village agrees to hire Contractor and Contractor agrees to be retained by Village as an independent contractor to perform services related to the Village's planning services described in Exhibit A (the "Services") as part of a collaborative planning opportunity. The City of Grand Haven will provide planning services. It is understood that the Village will contract zoning services from Spring Lake Township for the same term.

2. Payment for Services. Village agrees to pay, and Contractor agrees to accept payment for the Services at a rate of $56.89 per hour for services provided by Stacey Fedewa, AICP or $36.77 per hour for services provided by Cassie Hoisington, including travel time.

3. Relationship Created. Under all circumstances, the Contractor is not an employee of Village for any purpose whatsoever but is an independent contractor. Village is interested only in the proper performance of the Services by the Contractor, who shall have sole control of the manner and means of performance under this Agreement; yet, the Village will make all pertinent electronic, paper and technology available to contractor at no extra expense as it would for a full-time staff member.

4. Expenses and Taxes. Contractor shall provide and be responsible for all reasonable and necessary expenses in fulfilling the obligations under this Agreement. Village will not reimburse Contractor for any expenses, excepting mileage incurred at the current IRS rate. Contractor agrees that Village shall neither withhold any income taxes or FICA contributions from any fees which might be owed to Contractor, nor make any FICA contributions on behalf of Contractor, nor make any contributions for FUTA, applicable state employment taxes relating to unemployment compensation or applicable state worker's disability compensation.

5. Contractor at Will. Contractor understands that the services provided to Village shall be at the will of Village and that the services may be terminated at any time by either party with or without cause.
6. **Term.** The term is from February 11, 2020 to December 31, 2020. Agreement may be extended for up to three consecutive one-year periods upon written confirmation by Township and Village Manager.

7. **Insurance Matters.** Contractor represents and warrants to Village that they are adequately insured for liability, casualty, and property loss under applicable law, as well as in accordance with reasonable customs and practices, for the performance of the Services. Village shall not provide coverage under any worker's disability compensation insurance plan for any accident or injury arising in or out of the course of this Agreement and Village shall not provide coverage under any unemployment compensation insurance plan, or for unemployment benefits either during or after the term of this Agreement.

8. **Indemnification by Contractor.** Contractor shall indemnify and hold Village harmless against all claims made by Contractor or otherwise by reason of any misrepresentations, promises, or false statements made by Contractor. In addition, Contractor shall reimburse the Village on demand for any payment made by the Village with respect to any claim for damages by reason of any such misrepresentations, promises or false statements, including reasonable attorney's fees, or other defense costs and all out-of-pocket expenses of Village.

9. **Indemnification by Village.** Provided the Contractor has acted in good faith and has not made any misrepresentation, false statements or promises that are inconsistent with Village policies or procedures, the Village shall hold the Contractor (defined for purposes of this paragraph to include its officers and employees) harmless from, indemnify the Contractor for and defend the Contractor against any claims, causes of action, or lawsuits arising from the services performed by the Contractor pursuant to this Agreement.

10. **Miscellaneous.** This is the entire agreement of the parties and supersedes any prior agreement. This Agreement can only be modified in writing signed by both parties. The Agreement replaces and supersedes any prior agreements which may have existed between the parties, whether oral or written. Captions appearing at the beginning of each section hereof or within sections are provided for convenience only, shall not be deemed a part of this Agreement, and shall have no independent significance. In this Agreement, words used in the singular shall include the plural, and the words used in the plural shall include the singular. The use of pronouns or other terms referring to the male gender shall include the female and/or neuter gender and use of pronouns or other terms referring to the female gender shall include the male gender. Reference to any person or entity herein is presumed by any designation of such person or equity. The word "person" includes a firm, association, partnership, joint venture, corporation, trust or equivalent entity or a combination of them as well as a natural person. No terms or provisions of this Agreement shall be deemed waived by the Village and no breach excused by the same, unless the waiver or consent is in writing, signed by the Village. If
any provision of this Agreement shall be held to be invalid, the remaining provisions of this Agreement shall not be affected thereby and may be modified by a court of competent jurisdiction; regardless, the Agreement shall remain in force and effect, and shall continue to govern the relationship between and among the parties. The terms of this Agreement shall be binding upon and inure to the benefit of the parties, their heirs, personal representatives, successors and assigns. This Agreement shall be construed in accordance with the internal laws of the State of Michigan, excluding any applicable conflict of law provisions.

IN WITNESS WHEREOF, the parties hereto have signed this Agreement as of the day and year first above provided.

VILLAGE OF SPRING LAKE  
A Michigan Municipal Corporation
By: Mark Powers
Its: President
By: Marvin Hinga
Its: Clerk/Treasurer

GRAND HAVEN TOWNSHIP  
A Michigan Municipal Corporation
By: 
Its: 
By: 
Its: 
# Planning Collaboration

Function List and Accountability  
for  
Grand Haven Township Planner  

(In Order of Priority)

<table>
<thead>
<tr>
<th>Function</th>
<th>GH Township</th>
<th>Village</th>
</tr>
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<tbody>
<tr>
<td>1. Planning Commission staffing and liaison as Planner</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>2. Planning Commission agenda</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>3. Planning Commission minutes</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>4. Site Plan Reviews</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>5. Planning Notices, Hearing Letters, Postings</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>6. Recommendations on Public Improvement Program</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>7. Drafting of future Zoning amendments (requested by Planning Commission or Village Council or Village Manager)</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>8. Holds Published Office Hours as Planner</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>9. Answers basic questions (Administrative Assistant and/or Village Manager – assumes follow-up emails to Planner as necessary)</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>10. Urgent and important planning questions (Village staff cannot answer during non-office hours)</td>
<td>✓</td>
<td></td>
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<tr>
<td>11. Staff meetings</td>
<td>✓</td>
<td>✓</td>
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</table>
Background: The Village applied for and received funding from the DNR Trust Fund Grant program. Grant requirements include a resolution approving the Project Agreement for the grant program.

Issues & Questions Specified: Village council needs to certify this resolution to remain in compliance with DNRTF grant program requirements.

Alternatives: None.

Financial Impact: None.

Recommendation: Place this item on the Consent Agenda for consideration at the February 21, 2022 Council Meeting.

Attachments:

Draft resolution
RESOLUTION NO: 2022-02

A RESOLUTION DESIGNATING THAT THE VILLAGE OF SPRING LAKE, MI, ACCEPTS THE TERMS OF THE DNRTF PROJECT AGREEMENT FOR THE 2020 DNRTF GRANT PROGRAM

WHEREAS, the Michigan Department of Natural Resources (MIDNR) requires that the Village of Spring Lake submit a resolution accepting the terms of the Project Agreement as written by the DNR.

NOW, THEREFORE BE IT RESOLVED, that the Village Council, on behalf of the citizens of Spring Lake, authorizes the acceptance of the following Project Agreement term:

1. To appropriate all funds necessary to complete the project during the project period and to provide $347,500.00 dollars to match the grant authorized by the MIDNR.
2. To maintain satisfactory financial accounts, documents, and records to make them available to the MIDNR for auditing at reasonable times.
3. To construct the project and provide such funds, services, and materials as may be necessary to satisfy the terms of said Agreement.
4. To regulate the use of the facility constructed and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms.
5. To comply with any and all terms of said Agreement including all terms not specifically set forth in the foregoing portions of this Resolution.”

YEAS:

NAYS:

ABSENT:

Dated: February 21, 2022

_____________________________________
Marvin Hinga, Clerk/Treasurer
**WORK SESSION AGENDA REPORT**

**TO:** Village President Mark Powers & Village Council Members  
**FROM:** Chris Burns, Village Manager  
**DATE:** February 11, 2022  
**RE:** Future Ordinance Amendments

---

**Background:** With ongoing development throughout the Village, there is a need to update some of the Village ordinances. The first example of a now-outdated ordinance is Chapter 351 (Tourist Park). [https://ecode360.com/SP3218](https://ecode360.com/SP3218) Bob Sullivan has commenced work on updating that ordinance for Council consideration at their March meeting.

Staff has also asked Mr. Sullivan to look at the ordinance that relates to overnight mooring at docks located within our parks. With the movement towards transient slip usage at Tanglefoot Park & Mill Point Park, language needs to be incorporated that addresses overnight mooring.

Mr. Sullivan is also reviewing language that refers to overnight parking in Village parking lots. Due to signage deficiencies, we are not able to address parking in lots that exceeds what the ordinance allows. Signage changes are simple to remedy, but we do need language that will address the process for towing, if it ever needs to come to that.

**Issues & Questions Specified:** None. Information item only.

**Alternatives:** Do not address language deficiencies within the Code of Ordinances.

**Financial Impact:** TBD

**Recommendation:** N/A

**Attachments:** None.
WORK SESSION AGENDA REPORT

TO: Village President Mark Powers & Village Council Members
FROM: Chris Burns, Village Manager
DATE: February 11, 2022
RE: You Make the Difference Award

**Background:** Mr. Nathan Gates has served as the ice rink coordinator since about 2014. He is responsible for the installation of the liner, the flooding of the rink and the ongoing maintenance of the ice all winter long. With the exception of two winters when Mother Nature was uncooperative, Nate has donated hundreds of hours each winter in this endeavor....all so he can play hockey with his kids and friends. Nate has indicated his desire to step back from this effort and turn it over to someone else in December 2022.

**Issues & Questions Specified:** Should the Village acknowledge his efforts to create a skating venue to local residents?

**Alternatives:** Do not award Mr. Gates a YMTD award.

**Financial Impact:** The cost of the award is insignificant. The impact of his countless hours of volunteer labor would be in the thousands of dollars.

**Recommendation:** Present a YMTD award to Nate at the 02/21/22 Council Meeting.

**Attachments:** None.
Background: Each year, Council has to approve the licensing applications for waste haulers who wish to work in the Village. License applications were emailed to all three haulers. Two were received by the time the agenda was sent out. The third (Arrowaste) is expected prior to the 02/21/22 Council Meeting.

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Trash Collection 90-96 Gallon Container</td>
<td>$20.49/month</td>
<td>$21.00/month</td>
<td></td>
</tr>
<tr>
<td>Curbside Recycling With Container Service</td>
<td>Included</td>
<td>Included</td>
<td></td>
</tr>
<tr>
<td>Bag Service</td>
<td>No longer available</td>
<td>$4.00/bag (100 bags/box)</td>
<td></td>
</tr>
<tr>
<td>Curbside Recycling With Bag Service</td>
<td>N/A</td>
<td>$6.00/month</td>
<td></td>
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<tr>
<td>Yard Waste</td>
<td>$11.26/month (bag)</td>
<td>$95.00/season</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$13.36/month (cart)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Christmas Trees</td>
<td>Included</td>
<td>Included</td>
<td></td>
</tr>
<tr>
<td>Spring/Fall Clean-up</td>
<td>No Charge</td>
<td>No Charge</td>
<td></td>
</tr>
</tbody>
</table>

The Village’s ordinance regarding waste haulers can be found here:

https://ecode360.com/29467748?highlight=waste&searchId=34336110161213882

Issues & Questions Specified: Should Council approve the licenses?

Alternatives: None. If the contracts are not approved, residents will not have trash service.
**Financial Impact:** None to the Village. The impact to the resident is dependent on the option they choose.

**Recommendation:** Place this item on the Consent Agenda.

**Attachments:**

Republic Application, Insurance, Rate Structure
Kuerth Disposal Application
February 1, 2022

Village of Spring Lake
102 W. Savidge
Spring Lake, MI 49456

Dear Village Council,

We are requesting a rate increase of $2.00 monthly for our full service residential accounts.

Thank you for your consideration in this matter.

Sincerely,

Jacquie Kunnen
Vice President
WASTE HAULERS LICENSE APPLICATION

Name of applicant: Kuert's Disposal Inc

Business name: Jacquie Kunnen

Business street address: 2621 Dalsen Rd

Business city, state, zip: Twin Lake MI 49457

Business phone: 231 744-4967

Email: garbage@kuertsdisposal.com

Business Officers and Directors

Name | Address, City, State and Zip
---|---
1. Joe Kuert | 1884 Duff Rd Twin Lake MI 49457
2. Jacquie Kunnen | 2021 West Lake Rd Twin Lake MI 49457
3. |

List shareholders or others holding a ten percent or more interest in your business:

Name | Address, City, State and Zip
---|---
1. |
2. |
3. |

If business is a partnership, the names and addresses of each partner:

Address, City, State and Zip
1. |
2. |
3. |

Place where business is maintained:

Name | Address | City, State, Zip
---|---|---
Kuert's Disposal Inc | 2621 Dalsen Rd Twin Lake MI 49457 |

Proposed day(s) and hours of operation:

S, F 6:00 a.m. to 5:00 p.m. Commercial
W Residential 6:00 a.m. to 5:00 p.m.
Waste Haulers Application
Page 2

List all assumed names by which you propose to do business:
1. Kuerth's Disposal Inc.
2. 
3. 
4. 

Has applicant or person conducting business or managing business on behalf of applicant been convicted of a crime, misdemeanor or of the violation of any municipal ordinance?  Yes [ ]  No [X]

If so, please provide full particulars:


Have you applied for and received all state licenses required to do business?  Yes [ ]  No [ ]  Not applicable [X]

If so, please furnish us with a copy of such state approval.

The proposed rates to be charged, broken down into the following categories (use separate rate sheet if necessary) Please indicate any changes (increases or decreases) with an asterisk:

**Residential**

<table>
<thead>
<tr>
<th>Container Size</th>
<th>Pickups per Week</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attached</td>
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<tr>
<td>1.</td>
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<td>2.</td>
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<td>4.</td>
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</tbody>
</table>

**Commercial and Industrial**

<table>
<thead>
<tr>
<th>Container Size</th>
<th>Pickups Per Week</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attached</td>
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</tbody>
</table>
Waste Haulers Application
Page 3
Please provide information on the vehicles to be used by licensee. Provide the make, model, vehicle number, license number(s), packer type and capacity (attach separate sheet if necessary):

<table>
<thead>
<tr>
<th>Make</th>
<th>Model</th>
<th>Vehicle Number</th>
<th>License Number</th>
<th>Packer Type</th>
<th>Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>List Attached</td>
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</tr>
</tbody>
</table>

Do you pick up Christmas Trees? If so, what are the parameters?

Yes, No Charge

Spring/Fall Clean-ups will be included in the licensing requirements at no additional charge to the Village. What are the parameters?

No Hazardous Waste
No Yard Waste
Pipe, boards, carpet etc. No longer than 5'
Weight limit per container 35 lbs.

a) The applicant certifies he/she/we/they can provide at least one backup vehicle to insure prompt waste removal in the event of equipment failure. Evidence of this ability should be included with this application and may take the form of contracts, leases or arrangements you wish to propose.

Evidence: List Attached

Reviewed by Village Manager Date: Signature:

b) The applicant certifies he/she/we/they will provide waste removal services to all residential customers desiring such services in the Village of Spring Lake at least once per week.

c) The applicant certifies he/she/we/they have insured each piece of equipment to be used in waste hauling services in the Village of Spring Lake for an amount not less than One Hundred Thousand Dollars (100,000.00) for damage to property and not less than One Million Dollars (1,000,000.00) for injury or death to any person and not less than One Million Dollars ($1,000,000.00) for injury or death to any person or persons in a single accident.

The applicant further certified that the Village of Spring Lake and its officers and employees are named specifically as additional insureds on applicant's insurance as it pertains to this license application. The applicant certifies that it holds said Village and its employees harmless from any liability claims that may arise as a result of the applicant's operations for collection or hauling of garbage or trash within the limits of the Village and such disclosures are noted on the appropriate insurance.

Evidence: Attached

Reviewed by Village Manager Date: Signature

Note: Certificates of insurance must be provided to the Village Clerk of the Village of Spring Lake or his authorized representative, the Village Manager of the Village of Spring Lake.
Waste Haulers Application

Page 4

d) The applicant certifies he/she/we/they have access to dispose of waste materials only at a properly licensed waste disposal site located within 20 miles of the Village limits of the Village of Spring Lake.

Evidence: 

Reviewed by Manager Date: Signature:

e) Applicant acknowledges that if a license to operate in the Village is granted by the Village Council, said license may be revoked by the Village Council upon the receipt of three complaints by customers that have been acknowledged in writing by the Village Manager in letters of reprimand to the licensee. If more than three letters of reprimand have been sent to licensee, then the license for such licensee shall be deemed automatically revoked 30 days after the mailing of such third letter. The licensee may request a hearing in writing before the Village Council. At the hearing, licensee shall show cause why its license should not be revoked, as requested by Council. It is understood that said hearing shall take place at the next regular public meeting of the Council, after receipt of the licensee’s request for a hearing in writing. (See ordinance #154, Section 9-34, Village Code of Ordinances.)

f) The applicant certifies that all equipment to be utilized for work performed in the Village will at all times be identified with the name of the vendor, the address of the licensee and the telephone number where customers of the licensee can contact the licensee or their representative in the local calling area without additional charge for long distance rates.

Evidence: 

Reviewed by Manager Date: Signature:

g) The applicant certifies that the rates charged will at no time exceed the maximum rates approved by the Village Council, although lower rates may be charged. Additional rates for special services to individual customers may be negotiated according to the provisions of the ordinance.

h) The applicant certifies that he will provide and distribute to each of its customers a pamphlet disclosing the name and address of the licensee, the rates being charged, a local phone number of the licensee and the rules of garbage and trash collection applicable to such service within 30 days of the granting of a license by the Village Council and annually thereafter as long as the licensee shall be permitted to operate in the Village.

i) The applicant certifies that he is familiar with the Village Waste Hauling Ordinance and current Waste Hauling Resolution and shall abide by same at all times while licensed by the Village of Spring Lake.

The undersigned hereby certifies that the statements and certifications contained in this application are factual and truthful. Misrepresentation of any of these facts shall be cause for revocation of license. The person signing this license application and certification has the authority to do so on behalf of the company.

Name of Company: Kuerth's Disposal Inc.

Date: 2-1-2022

By: Jacqueline Kumen, Vice President

Title:

***************************************************************************************

Recommended for approval

Recommended for disapproval

Date: 

Signature of Manager
Kuerth's Disposal, Inc.

Rate Schedule

Residential

$21.00 monthly curb service with a 90 gallon cart

$4.00 fee per bag service/ $100.00 per box

$6.00 monthly recycle rate for all customers

$95.00 seasonal yard waste service-includes 90 gallon cart

Christmas tree pick up included

Commercial

<table>
<thead>
<tr>
<th>Container Size</th>
<th>Weekly Pick-ups</th>
<th>Monthly Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 Yard</td>
<td>1</td>
<td>$55.00</td>
</tr>
<tr>
<td></td>
<td>2</td>
<td>$102.00</td>
</tr>
<tr>
<td>3 Yard</td>
<td>1</td>
<td>$79.00</td>
</tr>
<tr>
<td></td>
<td>2</td>
<td>$144.00</td>
</tr>
<tr>
<td>4 Yard</td>
<td>1</td>
<td>$100.00</td>
</tr>
<tr>
<td></td>
<td>2</td>
<td>$182.00</td>
</tr>
<tr>
<td>6 Yard</td>
<td>1</td>
<td>$150.00</td>
</tr>
<tr>
<td></td>
<td>2</td>
<td>$278.00</td>
</tr>
<tr>
<td>8 Yard</td>
<td>1</td>
<td>$196.00</td>
</tr>
<tr>
<td></td>
<td>2</td>
<td>$374.00</td>
</tr>
</tbody>
</table>
WASTE HAULERS LICENSE APPLICATION

Name of applicant: Republic Services
Business name: Republic Services
Business street address: 2611 Olthoff Drive
Business city, state, zip: Muskegon, MI 49444
Business phone: 616-662-6842
Email: jack.brown@republicservices.com

Business Officers and Directors

<table>
<thead>
<tr>
<th>Name</th>
<th>Address, City, State and Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
</tr>
</tbody>
</table>

List shareholders or others holding a ten percent or more interest in your business:

<table>
<thead>
<tr>
<th>Name</th>
<th>Address, City, State and Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
</tr>
</tbody>
</table>

If business is a partnership, the names and addresses of each partner:

<table>
<thead>
<tr>
<th>Address, City, State and Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
</tr>
<tr>
<td>2.</td>
</tr>
<tr>
<td>3.</td>
</tr>
</tbody>
</table>

Place where business is maintained:

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>City, State, Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td>Republic Services</td>
<td>2611 Olthoff Drive</td>
<td>Muskegon, MI 49444</td>
</tr>
</tbody>
</table>

Proposed day(s) and hours of operation:

Monday – Friday 6am – 6pm
List all assumed names by which you propose to do business:

1. Allied Waste Services
2. Republic Services
3. Sunset Waste

Has applicant or person conducting business or managing business on behalf of applicant been convicted of a crime, misdemeanor or of the violation of any municipal ordinance?  Yes_____  No X

If so, please provide full particulars:

________________________________________________________________________

________________________________________________________________________

Have you applied for and received all state licenses required to do business?  

Yes X  No_____  Not applicable_____

If so, please furnish us with a copy of such state approval.

The proposed rates to be charged, broken down into the following categories (use separate rate sheet if necessary) Please indicate any changes (increases or decreases) with an asterisk:

Residential

<table>
<thead>
<tr>
<th>Container Size</th>
<th>Pickups per Week</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>See attachment</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Commercial and Industrial

<table>
<thead>
<tr>
<th>Container Size</th>
<th>Pickups Per Week</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Please provide information on the vehicles to be used by licensee. Provide the make, model, vehicle number, license number(s), packer type and capacity (attach separate sheet if necessary):

<table>
<thead>
<tr>
<th>Make</th>
<th>Model</th>
<th>Vehicle Number</th>
<th>License Number</th>
<th>Packer Type</th>
<th>Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

See Attachment

Do you pick up Christmas Trees? If so, what are the parameters?

Yes, one tree per home.

Spring/Fall Clean-ups will be included in the licensing requirements at no additional charge to the Village. What are the parameters?

The following items will not be accepted: items over 50 pounds, tires, liquid paint, hazardous waste, and construction debris.

CERTIFICATIONS

a) The applicant certifies he/she/we/they can provide at least one backup vehicle to insure prompt waste removal in the event of equipment failure. Evidence of this ability should be included with this application and may take the form of contracts, leases or arrangements you may wish to propose.

Evidence:    See attachment

Reviewed by Village Manager: Date: Signature:

b) The applicant certifies he/she/we/they will provide waste removal services to all residential customers desiring such services in the Village of Spring Lake at least once per week.

The applicant further certified that the Village of Spring Lake and its officers and employees are named specifically as additional insureds on applicant's insurance as it pertains to this license application. The applicant certifies that it holds said Village and its employees harmless from any liability claims that may arise as a result of the applicant's operations for collection or hauling of garbage or trash within the limits of the Village and such disclosures are noted on the appropriate insurance.

Evidence:    See attachment

Reviewed by Village Manager: Date: Signature:

Note: Certificates of insurance must be provided to the Village Clerk of the Village of Spring Lake or his authorized representative, the Village Manager of the Village of Spring Lake.
d) The applicant certifies he/she/we/they have access to dispose of waste materials only at a properly licensed waste disposal site located within 20 miles of the Village limits of the Village of Spring Lake.

Evidence: See attachment

Reviewed by Manager Date: Signature:

e) Applicant acknowledges that if a license to operate in the Village is granted by the Village Council, said license may be revoked by the Village Council upon the receipt of three complaints by customers that have been acknowledged in writing by the Village Manager in letters of reprimand to the licensee. If more than three letters of reprimand have been sent to licensee, then the license for such licensee shall be deemed automatically revoked 30 days after the mailing of such third letter. The licensee may request a hearing in writing before the Village Council. At the hearing, licensee shall show cause why its license should not be revoked, as requested by Council. It is understood that said hearing shall take place at the next regular public meeting of the Council, after receipt of the licensee's request for a hearing in writing. (See ordinance #154, Section 9-34, Village Code of Ordinances.)

f) The applicant certifies that all equipment to be utilized for work performed in the Village will at all times be identified with the name of the vendor, the address of the licensee and the telephone number where customers of the licensee can contact the licensee or their representative in the local calling area without additional charge for long distance rates.

Evidence: Information on all trucks

Reviewed by Manager Date: Signature:

g) The applicant certifies that the rates charged will at no time exceed the maximum rates approved by the Village Council, although lower rates may be charged. Additional rates for special services to individual customers may be negotiated according to the provisions of the ordinance.

h) The applicant certifies that he will provide and distribute to each of its customers a pamphlet disclosing the name and address of the licensee, the rates being charged, a local phone number of the licensee and the rules of garbage and trash collection applicable to such service within 30 days of the granting of a license by the Village Council and annually thereafter as long as the licensee shall be permitted to operate in the Village.

i) The applicant certifies that he is familiar with the Village Waste Hauling Ordinance and current Waste Hauling Resolution and shall abide by same at all times while licensed by the Village of Spring Lake.

The undersigned hereby certifies that the statements and certifications contained in this application are factual and truthful. Misrepresentation of any of these facts shall be cause for revocation of license. The person signing this license application and certification has the authority to do so on behalf of the company.

Name of Company: Republic Services/Allied Waste

Date: 01/24/2022 By: Jack Brown
Title: Municipal Relationship Manager

********************************************

Recommended for approval

Recommended for disapproval

Date: Signature of Manager
CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFEWS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
CANNON COCHRAN MANAGEMENT SERVICES, INC.
17015 N. SCOTTSDALE RD
SCOTTSDALE, AZ 85255

CONTACT NAME
E-MAIL ADDRESS: certificateteam@ccmsi.com
INSURER(S) AFFORCING COVERAGE NAIC #
INSURER A: ACE American Insurance Co. 22667
INSURER B: Indemnity Insurance Co of North America 43575
INSURER C: ACE Fire Underwriters Insurance Co. 20702
INSURER D: Illinois Union Insurance Company 27960

INSURED
REPUBLIC SERVICES, INC.
18500 N. ALLIED WAY
PHOENIX, AZ 85054

COVERAGES

CERTIFICATE NUMBER: 2006124

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

<table>
<thead>
<tr>
<th>INSR LTR</th>
<th>TYPE OF INSURANCE</th>
<th>ADDL INS</th>
<th>SUBR WVD</th>
<th>POLICY NUMBER</th>
<th>POLICY EFF (MM/DD/YYYY)</th>
<th>POLICY EXP (MM/DD/YYYY)</th>
<th>LIMITS</th>
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</thead>
<tbody>
<tr>
<td>A X</td>
<td>COMMERCIAL GENERAL LIABILITY</td>
<td></td>
<td>X OCCUR</td>
<td>HDO G2482074</td>
<td>06/30/2021</td>
<td>06/30/2022</td>
<td>EACH OCCURRENCE $5,000,000</td>
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<tr>
<td></td>
<td>GENL AGGREGATE LIMIT APPLIES PER:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>DAMAGE TO RENTED PREMISES (EA occurrence) $5,000,000</td>
</tr>
<tr>
<td></td>
<td>PROJECT LOC</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>MED EXP (Any one person)</td>
</tr>
<tr>
<td></td>
<td>OTHER:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PERSONAL &amp; ADV INJURY $5,000,000</td>
</tr>
<tr>
<td>A A</td>
<td>AUTOMOBILE LIABILITY</td>
<td>X ANY AUTO</td>
<td></td>
<td>ISA H25549752</td>
<td>06/30/2021</td>
<td>06/30/2022</td>
<td>COMBINED SINGLE LIMIT (EA accident) $5,000,000</td>
</tr>
<tr>
<td></td>
<td>OWNED AUTOS</td>
<td>SCHEDULED AUTOS</td>
<td>X ONLY</td>
<td></td>
<td></td>
<td></td>
<td>BODILY INJURY (Per person)</td>
</tr>
<tr>
<td></td>
<td>HIRED AUTOS</td>
<td>NON-OWNED AUTOS</td>
<td>ONLY</td>
<td></td>
<td></td>
<td></td>
<td>BODILY INJURY (Per accident)</td>
</tr>
<tr>
<td></td>
<td>UMBRELLA LIAB</td>
<td>OCCUR CLAIMS-MADE</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PROPERTY DAMAGE (Per accident)</td>
</tr>
<tr>
<td>B N/A</td>
<td>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</td>
<td>Y/N</td>
<td></td>
<td>WLR C67824064 AOS</td>
<td>06/30/2021</td>
<td>06/30/2022</td>
<td>X PER STATUTE OTHER</td>
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<tr>
<td></td>
<td>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?</td>
<td>N</td>
<td></td>
<td>WLR C67824027 CAMA/OR</td>
<td>06/30/2021</td>
<td>06/30/2022</td>
<td>E.L. EACH ACCIDENT $3,000,000</td>
</tr>
<tr>
<td></td>
<td>ANY PROPR/NPTEX EXCLUDED? (Mandatory in NH)</td>
<td></td>
<td></td>
<td>SCF C67824106 - WI</td>
<td>06/30/2021</td>
<td>06/30/2022</td>
<td>E.L. DISEASE -EA EMPLOYEE $3,000,000</td>
</tr>
<tr>
<td></td>
<td>If yes, describe under DESCRIPTION OF OPERATIONS below</td>
<td></td>
<td></td>
<td>WCU C67824143 - OH XS</td>
<td>06/30/2021</td>
<td>06/30/2022</td>
<td>E.L. DISEASE +POLICY LIMIT $3,000,000</td>
</tr>
<tr>
<td></td>
<td>D</td>
<td></td>
<td>TNS C688990992 - TX NSXS</td>
<td>06/30/2021</td>
<td>06/30/2022</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Division Number: 4489 - Named Insured Includes: Allied Waste Systems, Inc. - Dba: Allied Waste Services of Muskegon - Republic Services of Muskegon

CERTIFICATE HOLDER
Village of Spring Lake
102 W. Saviidge St.
Spring Lake, MI 49456
United States

CANCELLATION
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2016 ACORD CORPORATION. All rights reserved.
The following provisions apply when required by written contract. As used below, the term certificate holder also includes any person or organization that the insured has become obligated to include as a result of an executed contract or agreement.

**GENERAL LIABILITY:**
Certificate holder is Additional Insured including on-going and completed operations when required by written contract.
Coverage is primary and non-contributory when required by written contract.
Waiver of Subrogation in favor of the certificate holder is included when required by written contract.

**AUTO LIABILITY:**
Certificate holder is Additional Insured when required by written contract.
Coverage is primary and non-contributory when required by written contract.
Waiver of Subrogation in favor of the certificate holder is included when required by written contract.

**WORKERS COMPENSATION AND EMPLOYERS LIABILITY:**
Waiver of Subrogation in favor of the certificate holder is included when required by written contract where allowed by state law.

Stop gap coverage for ND, WA and WY is covered under policy no. WLR C67824064 and stop gap coverage for OH is covered under policy no. WCU C67824143, as noted on page 1 of this certificate.

**TEXAS EXCESS INDEMNITY AND EMPLOYERS LIABILITY:**
Insured is a registered non-subscriber to the Texas Workers Compensation Act. Insured has filed an approved Indemnity Plan with the Texas Department of Insurance which offers an alternative in benefits to employees rather than the traditional Workers Compensation Insurance in Texas. The excess policy (#TNS C68990592) shown on this certificate provides excess Indemnity and Employers Liability coverage for the approved Indemnity Plan.

Contractual Liability is included in the General Liability and Automobile Liability coverage forms. The General Liability and Automobile Liability policies do not contain endorsements excluding Contractual Liability.

Separation of Insured (Cross Liability) coverage is provided to the Additional Insured, when required by written contract, per the Conditions of the Commercial General Liability Coverage form and the Automobile Liability Coverage form.
1. Customer provides container 1 pickup per week $18.65/month
2. Licensee provides 90-gallon cart 1 pickup per week $20.49/month
3. Bag service N/A
4. Bag service administration fee 1 pickup per week N/A
5. Yard waste bag collection 1 pickup per week $11.26/month
6. Yard waste licensee provides 90-gallon cart 1 pickup per week $13.36/month
7. Recycling service for trash service customers 1 pickup every other week $0

* A late fee shall be assessed to encourage prompt customer payment. Late fees shall be assessed on customer's accounts at $5 each month that their account is 30 days or more past due based on the invoice date. The customer must have a past due balance

* A customer shall be assessed a fee of $35 when the customer's account is placed on service interrupt for non-payment at 60 days from the invoice date. The customer must have a past due balance of $5 or greater before the service interrupt fee is charge
Happy New Year Everyone!

Circling back to share that SB 563 will be up in Senate Natural Resources this Wednesday 2/9. Sen. LaSata also anticipates to offer the attached amendment that includes much of the feedback we provided last summer.

The bill will require a local unit of government that maintains a water access site and a publicly accessible website to share beach safety/anti drowning guidance, which will be developed and provided by the DNR. The substitute includes changes to make sure the information posted by municipalities is consistent, further defining what types of water access is included, and specifying that the requirement only applies to municipalities that maintain a website.

The Senator is seeking our support for the amendment and also any feedback. Let me know if this meets the mark for us or if there are any questions/concerns.

Thanks!
Herasanna

--

Herasanna Richards
Legislative Associate, State & Federal Affairs
Ph: 517-908-0309 I Cell: 517-881-2800
208 N. Capitol Ave., 1st Floor, Lansing MI 48933
www.mml.org
We have already spoken internally about this draft. While it is a unfunded mandate, we are comfortable if the language were to read “Social media site or website” as our website doesn’t get nearly the traffic as our Facebook page.

Mitch

Mitchell W. Foster
City Manager
City of Ludington
(231) 845-6237
mfoster@ci.ludington.mi.us

P.S. Don’t forget to #WashYourHandsAndShopLocal

From: Patrick McGinnis <pmcginnis@grandhaven.org>
Sent: Thursday, June 3, 2021 1:00 PM
To: Herasanna Richards <hrichards@mml.org>
Cc: khosier@south-haven.com; Mitch Foster <mfoster@ci.ludington.mi.us>; Thad Taylor <ttaylor@manisteemil.gov>; Martin Colburn <mcolburn@traversecitymi.gov>; John Hodgson (jhogdson@sjcity.com) <jhodgson@sjcity.com>; Frank Peterson <frank.peterson@shorelinecity.com>; Chris Burns (christine@springlakevillage.org) <christine@springlakevillage.org>
Subject: RE: Water Safety Draft Legislation

Herasanna

Copying a few beachy colleagues so they have the details as well. I’ll forward the earlier copy their way.

Pat McGinnis, City Manager
City of Grand Haven
519 Washington Ave
Grand Haven, MI 49417
pmcginnis@grandhaven.org
(616) 402-0815 cell
(616) 847-4888 office

From: Herasanna Richards <hrichards@mml.org>
Sent: Thursday, June 3, 2021 11:26 AM
To: Patrick McGinnis <pmcginnis@grandhaven.org>
Subject: RE: Water Safety Draft Legislation

Yes. I’m meeting with Sen. LaSata on Monday and that’s one of my questions – how does this interface with existing state procedures. This would make the most sense to me if this were maintained by the state. But… you would need it obviously enforced locally. Also if this also incorporates inland lakes since the terms is public bathing beach.
That’s great to hear the coordinated discussion are already beginning to think collaboratively about safety. I’d love to learn more. Now that legislators observe shoreline maintenance as a priority issue, I want to circle back with Rep. O’Malley on forming a MEANINGFUL permanent commission with oversight on costal funding, infrastructure, safety and enforcement.

Also let me know if there are managers that would benefit from being directly connected to the bill sponsor on this!

---

From: Patrick McGinnis <pmcginnis@grandhaven.org>  
Sent: Thursday, June 3, 2021 11:17 AM  
To: Herasanna Richards <hrichards@mml.org>  
Subject: RE: Water Safety Draft Legislation

Will MDNR need to follow the same guidelines? The State operates a bigger beach than we do!

I would hope that we could have a more intentional discussion about what might be helpful in legislation. We are gathering with South Haven and many other beach towns starting this fall to endorse a collective and collaborative approach to standardized beach safety regulation and enforcement.

Here is what we currently have:


Could be better and easier to find on our website, so the proposed legislation might do some good. Should be applied to all beaches, public or private, state or local.

---

Pat McGinnis, City Manager  
City of Grand Haven  
519 Washington Ave  
Grand Haven, MI 49417  
pmcginnis@grandhaven.org  
(616) 402-0815 cell  
(616) 847-4888 office

---

From: Herasanna Richards <hrichards@mml.org>  
Sent: Thursday, June 3, 2021 11:09 AM  
To: Patrick McGinnis <pmcginnis@grandhaven.org>  
Subject: Water Safety Draft Legislation

Good Morning Pat!

I hope you are well. I wanted to touch base with you on a bill draft shared with us by Sen. LaSata. The bill would require local units to post and maintain information on beach safety and anti-drowning techniques. The Senator shared that this stemmed from a constituent concerns with the increase of drowning incidents. The language is very general so wanted to check in an get your thoughts to see if you had concerns, recommendations or if this might be duplicative to what shoreline communities are currently doing.
Thank you so much in advance for the feedback. I’m also happy and available to chat today if that’s preferred.

Best,
Herasanna

Herasanna Richards | Pronouns: she, her, hers
Legislative Associate, State & Federal Affairs
Ph: 517-908-0309 | Cell: 517-881-2800
208 N. Capitol Ave., 1st Floor, Lansing MI 48933
www.mml.org
Vicki,

That would not have been wastewater that came through your kitchen sink; it would have been water sitting in your trap.

We just received SHPO sign off on the project and now we are waiting on paperwork from USDA. Now that SHPO has signed off, we will be putting the project out to bid. We are still planning on holding another community engagement meeting in April when we have more information.

Fondly,

Chris

From: Vicki Vargo <vickimvargo@gmail.com>
Sent: Tuesday, February 8, 2022 2:45 PM
To: Christine Burns <christine@springlakevillage.org>; Wally Delamater <WDelamater@springlaketwp.org>
Subject: Cleaning sewer line on 207 Rex

Christine,

Good afternoon. We are in town working on our property and the Public Works staff came by to flush the sewer line. It caused sewage to significantly spit up wastewater through our kitchen sink on to our kitchen walls.

What can be done to prevent this situation from happening in the future? Will the sewer project eliminate this problem? Can you please provide me an update on the sewer/water project?

Vicki Vargo
207 Rex Street
321-947-3381
STATEMENT OF ACTIVITY
Art in the Park Fund
ArtparkSL
January 1, 2021 - December 31, 2021

Village of Spring Lake
102 W Savidge St
Spring Lake, MI 49456-3401

SUMMARY OF ACTIVITY

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning Balance</td>
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<tr>
<td>Gifts to Fund</td>
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<tr>
<td>Total Gifts to Fund</td>
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</table>

Investment Activity

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
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<tr>
<td>Realized Gains (Losses)</td>
<td>0.00</td>
</tr>
<tr>
<td>Unrealized Gains (Losses)</td>
<td>0.00</td>
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<tr>
<td>Total Investment Activity</td>
<td>0.00</td>
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</table>

DISBURSEMENTS

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Grants</td>
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<tr>
<td>Administrative Fees</td>
<td>(6.00)</td>
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<tr>
<td>Total DISBURSEMENTS</td>
<td>(6.00)</td>
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</table>

Ending Balance

<table>
<thead>
<tr>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>46,105.88</td>
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DETAIL

<table>
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<th>Description</th>
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<tr>
<td>2/26/2021</td>
<td>Mrs. Shirlee Achterhof</td>
<td>200.00</td>
</tr>
<tr>
<td>3/10/2021</td>
<td>James J. Bruhn</td>
<td>200.00</td>
</tr>
<tr>
<td>12/31/2021</td>
<td>Mrs. Shirlee Achterhof</td>
<td>200.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>600.00</td>
</tr>
</tbody>
</table>
Village of Spring Lake  
102 W Savidge St  
Spring Lake, MI 49456-3401

**SUMMARY OF ACTIVITY**

- **Beginning Balance**: 2,525.00
- **Gifts to Fund**: 75.00
  - **Total Gifts to Fund**: 75.00
- **Investment Activity**
  - **Interest and Dividends**: 0.00
  - **Realized Gains (Losses)**: 0.00
  - **Unrealized Gains (Losses)**: 0.00
  - **Total Investment Activity**: 0.00

**DISBURSEMENTS**

- **Grants**: 0.00
- **Administrative Fees**: (0.75)
  - **Total DISBURSEMENTS**: (0.75)

**Ending Balance**: 2,599.25

---

**DETAIL**

**Gifts to Fund**

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<tr>
<th>Date</th>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>12/16/2021</td>
<td>Mr. Thomas E. Kramer</td>
<td>75.00</td>
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Total Gifts to Fund: 75.00
# Statement of Activity

**Grand Haven Area Community Foundation**

Village of Spring Lake  
102 W Savidge St  
Spring Lake, MI 49456-3401

## Summary of Activity

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<tr>
<td>Administrative Fees</td>
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<td><strong>Total DISBURSEMENTS</strong></td>
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**Ending Balance**  
5,914.19
Village of Spring Lake  
102 W Savidge St  
Spring Lake, MI 49456-3401

SUMMARY OF ACTIVITY

Beginning Balance ........................................... 421,250.00

Gifts to Fund ............................................... 264,258.00
  Total Gifts to Fund .................................... 264,258.00

Investment Activity
  Interest and Dividends .................................. 0.00
  Realized Gains (Losses) ................................ 0.00
  Unrealized Gains (Losses) ............................. 0.00
  Total Investment Activity .............................. 0.00

DISBURSEMENTS
  Grants ..................................................... 0.00
  Administrative Fees ................................... (1,572.83)
  Total DISBURSEMENTS ................................ (1,572.83)

Ending Balance ........................................... 683,935.17

DETAIL

Gifts to Fund

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<td>From James E &amp; Mary B Koster Fund for Grant 202128869</td>
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<td>6/18/2021</td>
<td>Mr. and Mrs. Joel TePaste</td>
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<td>Mr. Edward A. Gage</td>
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<td>Mr. and Mrs. Robert Garrison</td>
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<tr>
<td>6/18/2021</td>
<td>Mr. and Mrs. Louis Draeger</td>
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<tr>
<td>Date</td>
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<td>7/3/2021</td>
<td>Mr. Blair Celano</td>
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<td>7/6/2021</td>
<td>Mr. and Mrs. Scott D. Schmidt</td>
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<td>8/17/2021</td>
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<td>8/19/2021</td>
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<td>8/19/2021</td>
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<td>8/20/2021</td>
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<td>Michael Duer</td>
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<td>Mr. and Mrs. Hoyt E. Martin</td>
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<td>9/24/2021</td>
<td>Mrs. and Mr. Susan Petrus</td>
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<td>The Paul A. Johnson Foundation</td>
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<td>10/13/2021</td>
<td>Mr. Henry A. Fox Jr.</td>
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<tr>
<td>10/20/2021</td>
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<tr>
<td>Date</td>
<td>Donor</td>
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<tr>
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<td>10/28/2021</td>
<td>Michelle Brower</td>
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<tr>
<td>11/2/2021</td>
<td>Darryl Delaney</td>
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<tr>
<td>11/5/2021</td>
<td>The Steven &amp; Kathryn Bandstra Foundation</td>
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<tr>
<td>11/5/2021</td>
<td>Leah Bectel</td>
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</tr>
<tr>
<td>11/9/2021</td>
<td>Rock Solid Granite Co</td>
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<tr>
<td>11/16/2021</td>
<td>Mr. and Mrs. Eric Larson</td>
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<td>12/2/2021</td>
<td>From James A. Doss Family Fund for Grant 202129714</td>
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<td>From Anthony &amp; Monica Verplank Thriving Communities Fund for Grant 202129906</td>
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<td>12/10/2021</td>
<td>Mr. and Mrs. James MacLachlan</td>
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<tr>
<td>12/31/2021</td>
<td>Mr. and Mrs. Cristine Hinga</td>
<td>100.00</td>
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</tbody>
</table>

| Total      |                                                        | 264,258.00 |
MEMORANDUM

From: Joe Wallace
Assistant Engineer – Public Utilities

Date: January 19, 2022

Subject: Ottawa County Rate Survey Results

Enclosed please find a copy of the 2021 Ottawa County Water and Wastewater Rate Survey Results. It contains the final water and wastewater rates, effective on December 31, 2021. Since each municipality updates their rates on varying schedules throughout the year, this report reflects the rates that were in place near the end of 2021 to provide the best comparison between systems.

The information in this report will be updated near the end of each calendar year. This report is also available on the Ottawa County Road Commission website, under “Planning & Reports”.

If you have any questions or concerns regarding this report or the data it contains, please feel free to contact me at 616-850-7235 or jwallace@ottawacorc.com.
## 2021 Ottawa County Water Rate Survey

### Northwest Ottawa Water System

<table>
<thead>
<tr>
<th>System</th>
<th>Monthly User Charges</th>
<th>Assessments at Time of Connection</th>
<th>Estimated Bills</th>
<th>Service Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Crookery Twp</td>
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<td>$5.00</td>
<td>$1,575.00</td>
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<tr>
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<tr>
<td>Grand Haven</td>
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<td>^$6.00</td>
<td>$2.846.00</td>
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<tr>
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<tr>
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<td>$2.25</td>
<td>$7.76</td>
<td>$2.126.00</td>
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### Grand Rapids Water System

<table>
<thead>
<tr>
<th>System</th>
<th>Monthly User Charges</th>
<th>Assessments at Time of Connection</th>
<th>Estimated Bills</th>
<th>Service Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allendale Twp</td>
<td>$3.71</td>
<td>$6.83</td>
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<tr>
<td>Cooperville</td>
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<td>Port Sheldon Twp</td>
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<td>Tallmadge Twp</td>
<td>$3.42</td>
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### Wyoming Water System

<table>
<thead>
<tr>
<th>System</th>
<th>Monthly User Charges</th>
<th>Assessments at Time of Connection</th>
<th>Estimated Bills</th>
<th>Service Area</th>
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</thead>
<tbody>
<tr>
<td>Georgetown Twp</td>
<td>$2.30</td>
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<td>Hudsonville</td>
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<td>Jamestown Twp</td>
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<tr>
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<td>$12.10</td>
<td>$2.25</td>
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### Holland Water System

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<th>System</th>
<th>Monthly User Charges</th>
<th>Assessments at Time of Connection</th>
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<tbody>
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<td>Holland</td>
<td>$2.30</td>
<td>$11.64</td>
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<td>Park Twp</td>
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<td>$11.64</td>
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<td>Zeeland</td>
<td>$2.13</td>
<td>$10.15</td>
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### Other Water Systems

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<th>Assessments at Time of Connection</th>
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<tbody>
<tr>
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### Notes for Estimated Bills

- Estimated monthly usage = 6,000 gallons
- Estimated frontage = 150 feet

---

### System Commodity Rate

- Northwest Ottawa Water System: $4.05 per 1,000 gallons
- Grand Rapids Water System: $3.71 per 1,000 gallons
- Wyoming Water System: $2.30 per 1,000 gallons
- Holland Water System: $2.30 per 1,000 gallons
- Other Water Systems: $3.65 per 1,000 gallons

---

**Estimated Service Lateral if needed = $1,500.00**
<table>
<thead>
<tr>
<th>System</th>
<th>Monthly Bill</th>
<th>Estimated Bills</th>
<th>Service Area</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Commodity per Gallons</td>
<td>Flat User Charge per Month</td>
<td>Debt Service Charge per Month</td>
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<tr>
<td>Allendale Wastewater Plant</td>
<td>$3.95</td>
<td>$32.23</td>
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<td>$3.30</td>
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<td>Chester Wastewater Lagoons</td>
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<tr>
<td>Crockery Twp Clean Water Plant</td>
<td>$5.60</td>
<td>$34.50</td>
<td>$17.00</td>
</tr>
<tr>
<td>Grandville Wastewater Plant</td>
<td>$17.00</td>
<td>$97.00</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>Ferndale Wastewater Plant</td>
<td>$2,226.00</td>
<td>$1,730.00</td>
<td>$2,226.00</td>
</tr>
</tbody>
</table>

### Notes for Estimated Bills

- Estimated monthly usage = 6,000 gallons
- Estimated frontage = 150 feet

** Grand Rapids Trunkage Fee suspended for 3 years

*(from Ottawa County Planning and Performance Improvement Department - 8/12/21)*

Prepared by: Ottawa County Road Commission, Public Utilities Department
Joe Wallace, 616-956-7285 - jwallace@ottawacorc.com
President Powers called the meeting to order at 7:00 p.m.

1. **Four Points Presentation – Burns** reported that Kim Kroll, Executive Director, Four Pointes, Center for Successful Aging would be attending the January 17, 2022 meeting to thank Council for supporting them, give a brief overview of 2021 and answer any questions Council might have.

2. **Parking Ordinance Amendment – Burns** explained that the publication deadline date to finalize the December 13, 2021 adoption of Ordinance 373 had been missed so this would be a re-adoption to meet the publication deadline being published within 15 days of adoption.

3. **Public Hearing Marina Bay – Burns** provided an overview regarding a public hearing and consideration of Planning Commission’s recommendation to approve an amendment to the PUD for Marina Bay. **Council** discussed this development and others throughout the Village.

4. **MDOT Contract – Burns** provided an overview of the MDOT Maintenance Contract through an Agenda Report dated January 7, 2022. **Council** agreed to appoint Hinga as the authorized signer for the MDOT Maintenance Contract and to add this item to the Consent Agenda.

5. **Budget Calendar for 2022 – Burns** provided an overview of the 2022/2023 Budget Calendar through an Agenda Report dated January 10, 2022 and reminded Council of the Goal Setting meeting on Saturday, January 15, 2022 at 8:30 a.m. at Barber School.

6. **Board & Committee Appointments – Burns** provided an update on Board & Committee appointments through an Agenda Report dated January 10, 2022. **Council** agreed to reappoint Manager Burns and appoint Skyler Garrison to fulfil President Powers vacated term on the SLDL Board, and discussed the vacated seat on the DDA.

7. **Budget Adjustments – Burns** explained that these Budget Adjustment were discussed at the December 6, 2021 Work Session but missed being added to the December 13, 2021 Consent Agenda so they still need Council’s approval. **Council** agreed the Budget Adjustments could be added to the Consent Agenda.

8. **Communications** –
   - Complaint – EV Charging Stations (Harrison)
   - Complaint – Parking (Johnson)
   - Complaint – Sidewalk (Rollins)
   - Complaint – Street Light (Britton)
   - Compliment – Trail Snow Removal (Barfield)
   - Inquiry – Short-term Rentals (Vargo)
   - Liquor License – 108 S. Division (Fuel)
Burns shared Stepanian’s DDA presentation showing the development that has taken place over the last few years.

9. Minutes – Minutes of the combined December 6, 2021, Work Session and December 13, 2021 regular meeting were attached for review.

10. Public Comment – N/A

11. Adjournment: There being no further business, Village Council adjourned the meeting at 7:58 p.m.

_____________________________           _________________________
Mark Powers, Village President                   Maryann Fonkert, Deputy Clerk
1. **Call to Order**
   
   President **Powers** called the meeting to order at 7:00 p.m.

2. **Pledge of Allegiance**

3. **Roll Call**
   
   **Present:** Duer, Hanks, Miller, Petrus, Powers, Van Strate.
   
   **Absent:** TePastte

   Motion by **Petrus**, second from **Miller**, to excuse the absence of Council Member TePastte.

   Yes: 6  No: 0

4. **Approval of the Agenda**

   Motion by **Petrus**, second from **Hanks**, to approve the agenda as presented.

   Yes: 6  No: 0

5. **Consent Agenda**

   A. Approved the payment of the bills (checks numbered 62055 to 62104 and electronic payments 248 to 253) in the amount of $695,420.63.

   B. Approved the minutes for the December 6, 2021 work session and the December 13, 2021 regular Council meeting.

   C. Approved Ordinance No. 373, an ordinance concerning parking regulations.

   D. Approved Resolution 2022 – 01, a resolution designating the authorized signer for the MDOT State Trunkline Maintenance Contract.

   E. Approved the 2022/2023 budget calendar.

   F. Approved the FY 2021/2022 budget amendments.

   Motion by **Van Strate**, second from **Hanks**, to approve the Consent Agenda as presented.
6. General Business

A. Presentation – Four Points

Kim Kroll, Four Points Executive Director, Kate Laughlin, Social Services Director and Alex Brown, Wellness Center Director, were present and shared a presentation of the services they provide to those 60 and over. **Council** thanked the Directors of Four Points for their presentation and the services they provide.

B. Board & Committee Appointments

**Subject:** This topic was discussed at the Council Work Session, but one additional appointment was added to the list. Therefore, the item was removed from the Consent Agenda for discussion.

**Burns** provided an overview of the Board & Committee Appointments through an Agenda Report dated January 10, 2022.

No additional discussion was needed by Council.

Motion by **Hanks,** second from **Petrus,** to approve the following Board appointments and terms as follows:

- Appoint Chris Burns to the SLDL Board of Directors with a term expiring 12/31/2025.
- Appoint Skylar Garrison to the SLDL Board of Directors to fulfill the term of Mark Powers (expiring 12/31/2023).
- Appoint Joe Stalec to the DDA with a term expiring 11/2024.
- Appoint Stefanie Herder as the Village representative to the Coast Guard Festival Committee.

Yes: 6  No: 0

C. Public Hearing to Approve a PUD for Marina Bay Condominiums

**Subject:** The Village Council will consider a request for a PUD Amendment to complete the construction of two condominium buildings and a detached garage structure for which the foundation was previously poured, but then abandoned and buried.

**Burns** provided an overview of a request to amend the Marina Bay Condominiums PUD through a Memorandum dated January 12, 2022.

President **Powers** opened the Public Hearing at 7:21 p.m.

Mark Porter, 114 Millpoint, spoke regarding existing stormwater issues at his and other Millpoint Condos and felt that adding additional condos at Marina Bay would cause more stormwater issues for Millpoint.
President Powers replied to those concerns and explained that this was the very end of the process to amend the Marina Bay’s PUD so Council was not the body to bring those concerns to. Attorney Sullivan added that the Villages Stormwater Management Ordinance was much stricter now than it was when the other buildings were put into place, so at this point in time, the only evidence that the Village had that this may contribute to some sort of a problem was anecdotal at best, and the only evidence that Council had in front of them was from the engineer who had looked at the plans and indicated that it complied with the ordinances. Attorney Sullivan said the advice that he would give Council was that they need to proceed on the basis of what the professionals that they have retained have told them about this aspect.

Lee Schuitema, 408 W Exchange, said that he had attended the Planning Commission meeting that recommended approval of the PUD amendment and no one from Millpoint was in attendance to bring this stormwater issue to their attention.

Thane Barden, 910 W. Savidge, spoke regarding the rundown area and docks behind this new development and wondered if the docks were part of the development. Burns explained that they were dockominiums and not part of this development.

Motion by Hanks, second from Van Strate, to close the public hearing at 7:38 p.m.

Yes: 6  No: 0

Council needed no further discussion.

Motion by Hanks, second from Van Strate, to approve the amendment to the PUD for Marina Bay Condominiums to complete the construction of two condominium buildings and a detached garage structure for which the foundation was previously poured, but then abandoned and buried.

Yes: 6  No: 0

Department Reports

A. Village Manager – Burns added that due to unpaid invoices from a contractual lease of the parking lot south of the building with Lake Pointe Condo’s, the Village Attorney is working with the Condo Association to sort this out. Burns reported that a counteroffer for the old Township Hall property from Geerlings Development had been received and has been forwarded to Attorney Anthes for review.

B. Assistant to the Manager – Stepanian added that the Village was now able to accept online payments, the Tanglefoot RFP for outdoor maintenance has been completed and will be sent out to contractors, RRC Certification continued to make progress, the Trademarks were under secondary review by the State of Michigan, Barber School interest keeps picking up and there were several individuals interested in the Tanglefoot pavilion.

C. Clerk/Treasurer/Finance Director
D. DDA (none included)
E. OCSO
F. Fire/911
G. DPW
H. Zoning/Planning (none included)
I. Water
J. Sewer
K. Minutes from Various Board & Committees
   a. Historic Conservation Committee (11/29/21)
   c. DDA (11/18/21 & 12/09/21)

7. Old Business and Reports by the Village Council – N/A

8. New Business and Reports by Village Council – N/A

9. Status Report: Village Attorney – N/A

10. Statement of Citizens – N/A

11. Adjournment

   Motion by Van Strate, second from Petrus, Village Council adjourned the meeting at 7:50 p.m.

   Yes: 6  No: 0

Mark Powers, President  Maryann Fonkert, Deputy Clerk