

AGENDA
CASCADE CHARTER TOWNSHIP
REGULAR BOARD MEETING

Wednesday, April 25, 2018

7:00 P.M.

Cascade Branch of the Kent District Library, Wisner Center
2870 Jacksmith, S.E.

Expected Meeting Procedures

1. During public comments you may speak on any item not noted on the agenda for a public hearing.
2. Please limit comments to 3 minutes per person and the Board may or may not choose to respond.
3. Please limit your comments to a specific issue.
4. Please turn OFF cellular phones.

Article 1. Call to Order, Roll Call

Article 2. Pledge of Allegiance to the Flag

Article 3. Approval of Agenda

Article 4. Presentations

Article 5. Public Comments-Anything on the Agenda not scheduled for a public hearing. (limit comments to 3 minutes)

Article 6. Approval of Consent Agenda

- a. Receive and File Various Meeting Minutes
 1. Regular Township Board Minutes for 04/11/18.
 2. Regular Planning Commission Minutes for 3/19/18.
- b. Receive and File Reports
 1. Treasurers Department Monthly Report October, 2017.
 2. Historical Society Annual Report for 2018.
- c. Education Requests
 1. Robert Norris – Michigan IAAI Annual Arson School, May 22-25 – Traverse City, MI.
- d. Receive and File Communication
 1. Letter from State of Michigan – Department of Environmental Quality – re: Increase use of carbon monoxide emission at the Kawasaki Motors Corp, 5080 36th St.
 2. Letter from Charter Communications – re: Station information.
 3. Letter from Comcast – re: Channel lineup changes.
 4. Letter from State of Michigan – Department of Environmental Quality – re: Use of Firefighting Foam at the Gerald R. Ford International Airport, 5500 44th St.
 5. Letter from City of Grand Rapids – re: Urban Cooperation Act.

Article 7. Financial Actions

Article 8. Unfinished Business

- Article 9. New Business
031-2018 Consider Recommendation to Hire Planning Consultant for
Master Plan Update.**
- Article 10. Public Comments – Any comments...whether it is on the Agenda or not.
(limit comments to 3 minutes)**
- Article 11. Manager Comments**
- Article 12. Board Member Comments**
- Article 13. Adjournment**

**MINUTES OF THE
CASCADE CHARTER TOWNSHIP
REGULAR BOARD MEETING**

Wednesday, April 11, 2018
7:00 P.M.

- Article 1.** Supervisor Beahan called the meeting to order
Present: Supervisor Beahan, Clerk Slater, Treasurer Peirce, trustee Lewis, Koessel, McDonald and Shipley.
Absent: None
Also Present: Manager Swayze, DDA/ED Director Korhorn and those listed on Supplement #1.
- Article 2.** Supervisor Beahan led the Pledge of Allegiance to the Flag.
- Article 3.** Motion was made by Trustee Lewis and supported by Trustee Shipley to approve the Agenda as presented. Motion carried unanimously.
- Article 4.** **Presentations**
- Article 5.** **Public Comments-Anything on the Agenda not scheduled for a public hearing. (limit comments to 3 minutes)**
- Article 6.** **Approval of Consent Agenda**
a. Receive and File Various Meeting Minutes
1. Regular Township Board Minutes for 03/28/18.
b. Receive and File Reports
1. Treasurers Department Monthly Report September, 2017.
2. Building Department Monthly Report March, 2018.
c. Education Requests
1. Roger McCarty/Jennifer Genter – 2018 International Association of Assessing Officers Conference, September 23-26, 2018 – Minneapolis, MN.
Motion was made by Trustee Koessel and supported by Clerk Slater to approve the Consent Agenda as presented. Motion carried unanimously.
- Article 7.** **Financial Actions**
a. Consider Approval of March 2018 Payables, Payroll and Transfers.
Motion was made by Trustee McDonald and supported by Clerk Slater to approve the March 2018 Payables, Payroll and Transfers. Motion carried unanimously.
- Article 8.** **Unfinished Business**
- Article 9.** **New Business**
029-2018 Consider Resolution of Support for Redevelopment Liquor License at 6503 28th St. (roll call)
DDA/ED Director Korhorn reviewed the request by Daniel Chudik, Dan's Diner. Motion was made by Trustee Koessel and supported by Trustee McDonald to approve the Resolution of Support for a Redevelopment Liquor License at 6503 28th St. Motion carried unanimously by roll call vote.

Consider Approval of 2018 Local Road Maintenance Program.

Manager Swayze reviewed the Local Road Maintenance Program with the Board. Motion was made by Trustee McDonald and supported by Trustee Lewis to approve the 2018 Local Road Maintenance Program. Motion carried unanimously.

Article 10. Public Comments – Any comments...whether it is on the Agenda or not. (limit comments to 3 minutes)**Article 11. Manager Comments**

Manager Swayze offered the following comments:

- We have started work on the 60th St. construction project. The project is expected to take approximately 3 weeks.
- Invited all Board members to the Fire Department Pinning Ceremony on Monday, April 16th at 6:30 p.m. at the Thornapple Community Church.
- We are in the middle of reviewing RFPs for our Master Plan, Facility Needs Study and Banking Services.
- It is amazing to see all the construction going on within the Township.

Article 12. Board Member Comments

Trustee Koessel offered the following comments:

- It is great that we are able to do some of the things that we can do through our sound fiscal planning.

Trustee Shipley offered the following comments:

- Thanked everyone for attending.
- Press was looking dismal regarding Cascade this past week.

Clerk Slater offered the following comments:

- We sent out new voter registration cards this week. There was an error with the polling location address for Precinct 9 which has been remedied with the help of Sabo PR.
- The interactive precinct map is now up and running on our website.

Trustee Lewis offered the following comments:

- We have been very fortunate to monitor our budgeting regarding road maintenance. Very proud to be a part of this Board.

Trustee McDonald offered the following comments:

- Kudos to the Clerk's Department regarding the voter registration cards.

Supervisor Beahan offered the following comments:

- Glad to see Building & Grounds crew out doing a major clean-up of the roads through the Village area.
- Katelyn from Sabo PR does a lot of work regarding the articles we put out. Unfortunately, the final decision is made by the editor of the paper.

Article 13. Adjournment

Motion was made by Treasurer Peirce and supported by Trustee McDonald to adjourn. Motion carried unanimously.

Meeting adjourned at 7:40 p.m.

Respectfully submitted,

Denise M. Biegalle
Deputy Clerk

Approved by:

Susan B. Slater, Clerk

Robert S. Beahan, Supervisor

DRAFT

MINUTES

Cascade Charter Township
Planning Commission
Monday, March 19, 2018
7:00 P.M.

ARTICLE 1. Chairman Sperla called the meeting to order at 7:00 P.M.
Members Present: Johnson, Sperla, Katsma, Krieter, Lewis, Pennington and Robinson
Members Absent: Noordyke and Rissi
Others Present: Community Development Director, Steve Peterson and those listed on the sign in sheet.

ARTICLE 2. Pledge of Allegiance.

ARTICLE 3. Approve the current Agenda.

Motion was made by Member Lewis to approve the Agenda. Supported by Member Robinson. Motion carried 7 to 0.

ARTICLE 4. Approve the Minutes of the March 5, 2018 meeting.

Motion was made by Member Johnson to approve the minutes of March 5, 2018. Supported by Member Katsma. Motion carried 7 to 0.

ARTICLE 5. Acknowledge visitors and those wishing to speak to non-agenda items.

No visitors came forward.

ARTICLE 6. Case #18:3444 Ajax Paving

Public Hearing

Property Address: 4949 South Complex Drive

Requested Action: The Applicant is requesting a Type II Special Use Permit for a temporary concrete plant located at South Complex Drive

Director Peterson stated that Applicant is requesting a Type II Special Use Permit to construct a temporary concrete plant for the apron project at the airport. The site is currently in use by the Kent County Road Commission ("KCRC") for their southern maintenance facility. The plant would be located near the rear (East) of the site, which is a good location for access to the construction site. The existing road will be used, so no new access will be needed.

Director Peterson recommends that this project receive a positive recommendation to the Township Board. Upon your recommendation, the Township Board will consider the request and make a decision on the project.

Chairman Sperla invited the Applicant to come forward with any comments.

Mr. Pete Mann came forward to explain that Ajax would use the site for approximately 2 years. They will be working on the ramp reconstruction project outside the terminals. Over the course of that 2 years, they will only be operational for approximately 70 days. After completion of the project, the site will be left as they found it.

Motion was made by Member Pennington to open public hearing. Supported by Member Katsma. Motion carried 7 to 0.

No members of the public wish to speak on this manner.

Motion was made by Member Lewis to close public hearing. Supported by Member Robinson. Motion carried 7 to 0.

Motion was made by Member Lewis to send a positive recommendation to the Township Board. Supported by Member Pennington. Motion carried 7 to 0.

ARTICLE 7. Case #18:3443 Randy Carpenter

Public Hearing

Property Address: 8650 36th Street

Requested Action: The Applicant is requesting a Special Use Permit to construct an accessory building over 832 sq. ft.

Director Peterson stated that Applicant is requesting to construct a 30' x 50' accessory building with a 10' x 6' covered porch (1,560 sq. ft.). The building will be about 15 feet tall, which requires at least a 40 feet setback from the side and rear property lines. Plans show the nearest setback is 280 feet to the side property line. The building will be used to house animals, feed and implements. A home is currently being built and is beyond the 50% completion stage.

Director Peterson recommends approval of the special use permit as requested with the following conditions:

1. The building is not used as living space or to run a business; and
2. Any outdoor lighting meets township regulations.

Chairman Sperla invited the Applicant to come forward with any comment.

Mr. Carpenter, Applicant, and Mr. Makuski, Applicant's builder, came forward to give a brief overview of the project, the purpose for the structure and what the building would look like.

Motion was made by Member Pennington to open public hearing. Supported by Member Robinson. Motion carried 7 to 0.

No members of the public came forward with any comments on this matter.

Motion was made by Member Pennington to close public hearing. Supported by Member Johnson. Motion carried 7 to 0.

Motion was made by Member Johnson to approve Applicant's request for a Special Use Permit to construct an accessory building over 832 sq. ft., with the conditions laid out above by Director Peterson. Supported by Member Krieter. Motion carried 7 to 0.

ARTICLE 8. Any other business

The next meeting of the Planning Commission will be April 16, 2018.

ARTICLE 9. Adjournment

Motion was made by Member Johnson to adjourn. Supported by Member Robinson. Motion carried 7 to 0. The meeting was adjourned at 7:20 p.m.

Respectfully submitted,
Phil Johnson, Secretary

TREASURER'S DEPARTMENT

CASCADE CHARTER TOWNSHIP
TAX ACCOUNTS
OCTOBER 2017

BANK BALANCES

BANK AMOUNT

CHEMICAL BANK

TAX CHECKING \$96,072.18

CHEMICAL BANK

DELINQUENT TAX \$638.82

CHEMICAL BANK

TAX WIRE ACCT \$33.68

GRAND TOTAL \$96,744.68

TOWNSHIP BALANCES

REGISTER AMOUNT

CHEMICAL BANK

TAX CHECKING \$96,072.18

CHEMICAL BANK

DELINQUENT TAX \$638.82

CHEMICAL BANK

TAX WIRE ACCT \$33.68

GRAND TOTAL \$96,744.68

Sourine

2/1/2018

Submitted by
OXANA SOURINE
DEPUTY TREASURER

Date

Kenneth B. Peirce 02/14/2018

Reviewed by
KENNETH B. PEIRCE
TREASURER

Date

CASCADE CHARTER TOWNSHIP
 TREASURER'S OFFICE REPORT
 October 2017

FUND	INSTITUTION	DEMAND DEPOSIT		CDs			SECURITIES			TOTALS			
		\$	%	\$	%	DATE	\$	%	DATE	\$	%		
101 GENERAL FUND	CHEMICAL	1,041,048.29	0.05										
	KENT CTY POOL	3,501,866.59	1.08										
	INDEPENDENT			312,389.49	1.20	9/27/2019							
	MERCANTILE			510,599.72	0.90	7/20/2018							
	FLAGSTAR			261,087.90	1.00	5/22/2018							
	HUNTINGTON				0.91	9/13/2017							
	COMERICA BANK			528,848.86	1.61	9/23/2019							
	HORIZON BANK			500,000.00	1.25	3/9/2019							
	GRAND RIVER			500,000.00	1.55	6/19/2019							
	CONSUMERS CU			255,959.76	0.80	7/8/2019							
	MACATAWA			256,761.60	1.20	11/21/2018							
	FLAGSTAR			505,780.89	1.00	9/12/2018							
	PRIVATE BANK/CIBC			500,000.00	1.50	3/15/2020							
	COMERICA SECUR./JPM						500,000.00	1.10	8/16/2018				
COMERICA SECUR./JCP						988,975.00	1.50	6/25/2018					
TOTAL GENERAL FUND		4,542,914.88	0.84	4,131,428.22	1.24				1,488,975.00	1.37		10,163,318.10	1.08
151 CEMETERY	LMCU	102,329.26	0.50									102,329.26	0.50
206 FIRE FUND	CHEMICAL	330,620.86	0.05										
	LMCU	463,814.09	0.50										
	LMCU					1.40	10/25/2017						
	COM CHOICE CU			252,902.29	1.40	2/16/2019							
	FNBA			531,427.61	1.50	7/24/2018							
	HUNTINGTON			259,925.13	0.55	11/17/2017							
	MACATAWA			300,000.00	1.38	7/26/2018							
	ADVENTURE CU			255,693.63	1.50	3/23/2020							
	COMERICA SECUR./FHLMC						500,000.00	1.50	3/13/2019				
	TOTAL FIRE FUND		794,434.95	0.31	1,599,948.66	1.31				500,000.00	1.50		2,894,383.61
207 POLICE FUND	FLAGSTAR	212,040.80	0.60										
	NORTHPOINTE BANK			257,566.39	1.30	10/8/2018							
	PRIVATE BANK			759,534.49	1.85	9/25/2019							
	FIRST COMMUNITY BANK			250,000.00	1.00	3/13/2020							
TOTAL POLICE FUND		212,040.80	0.60	1,267,100.88	1.57							1,479,141.68	1.43
208 HAZMAT FUND	LMCU	34,333.24	0.35									34,333.24	0.35
209 OPEN SPACE	CHEMICAL	140,646.79	0.05										
	LMCU (HOMEYER)	356,115.07	0.50										
	CWCU			200,000.00	0.90	10/15/2018							
TOTAL OPEN SPACE		496,761.86	0.37	200,000.00	0.90							696,761.86	0.52
211 DAM REPAIR	LMCU	284,651.26	0.50										
	LMCU			322,164.57	1.40	9/10/2018							
TOTAL DAM REPAIR		284,651.26	0.50	322,164.57	1.40							606,815.83	0.98
216 PATHWAY FUND	MACATAWA	98,826.17	0.25										
	PRIVATE BANK/CIBC			503,000.00	2.05	10/17/2020							
	ADVENTURE CU			524,327.53	1.10	10/8/2018							
TOTAL PATHWAY FUND		98,826.17	0.25	1,027,327.53	1.57							1,126,153.70	1.45
246 PUBLIC UTILITY	CHEMICAL BANK	268,812.04	0.05										
	IRF	415,839.51	0.50										
	CHEMICAL BANK			500,000.00	0.95	6/29/2018							
TOTAL PUBLIC UTILITY		684,651.55	0.32	500,000.00	0.95							1,184,651.55	0.59
248 DDA FUND	LMCU	366,109.17	0.50										
	CHEMICAL BANK	283,414.07	0.10										
	ADVENTURE CU			204,555.90	1.50	2/24/2020							
TOTAL DDA FUND		649,523.24	0.33	204,555.90	1.50							854,079.14	0.61
249 BLDG. INSPECTION	CHEMICAL BANK	204,559.13	0.05										
	CHEMICAL BANK R.	44,553.00											
	CONSUMERS CU			305,310.87	1.00	3/10/2020							
	CHEMICAL BANK			500,000.00	1.55	10/28/2019							
	CHEMICAL BANK			300,000.00	1.75	4/30/2019							
	FNB OF AMERICA			301,649.26	1.80	10/19/2020							
	FNB OF AMERICA			100,879.52	1.40	12/18/2017							
	FNB OF AMERICA			208,934.50	1.60	9/18/2019							
	FNB OF MI			511,395.83	1.15	10/11/2018							
	FIRST COMMUNITY B.			250,000.00	1.00	5/27/2018							
	INDEPENDENT BANK			310,211.97	1.40	6/18/2019							
TOTAL BLDG. INSPECT.		249,112.13	0.04	2,788,381.95	1.40							3,037,494.08	1.29
270 LIBRARY FUND	UNITED BANK	414,654.23	0.40										
	LMCU			860,306.43	1.40	9/21/2018							
	WMCB			254,471.21	0.85	6/1/2018							
	NORTHPOINTE BANK			533,905.65	1.30	4/7/2018							
TOTAL LIBRARY FUND		414,654.23	0.40	1,648,683.29	1.28							2,063,337.52	1.11
701 T & A	CHEMICAL BANK	148,504.11	0.05									148,504.11	0.05
701 JAMES TIMMONS	CHEMICAL BANK			12,400.00	2.00	3/21/2022						12,400.00	2.00
701 JACK SMITH INV.	CHEMICAL BANK	22,835.55	0.05									22,835.55	0.05
701 HENRY KRAMER	CHEMICAL BANK	15,188.45	0.05									15,188.45	0.05
TOTAL		8,750,761.68	0.60	13,701,991.00	1.33				1,988,975.00	1.40		24,441,727.68	1.08

Submitted by Oxana Sourine 4.17.18 Date
 Oxana Sourine Deputy Treasurer

Reviewed by Ken Peirce 4/18/2018 Date
 Ken Peirce Treasurer

Cascade Charter Township

To Supervisor, Board of Trustees, and Township Manager

The Cascade Historical Society has had another productive year. The Society has continued the tasks that move us closer to goals we set in 2017 and previous years.

Our primary mission is to preserve the history of Cascade Township, make that history accessible to all, and schedule programs and lectures that enhance our history and the history of the greater Cascade area.

Some of the more notable programs last year were the commemoration of the United States entry into World War One. April 2017, was the one hundredth anniversary of that event. The society sponsored a prominent authority to speak of those events, which was well attended, and we provided a large display of artifacts to compliment the lecture. In conjunction we provided a larger display of artifacts at the Cascade Museum with local collectors and historians in attendance to answer questions. The society put emphasis on local and Michigan involvement.

It was the largest number of artifacts that we have ever displayed.

The society co-sponsored with Ada Historical Society a lecture given by Jane Doyle. Jane Doyle is a 96-year young veteran of the Women's Airforce

Service Pilots (WASP) that flew non-combat missions during WW2.

Jane and other members of her unit were awarded The Presidential Medal in 2009. The event had standing room only. Jane was born in Grand Rapids and still resides in Kent County.

In the fall of 2017 the historical society sponsored a program at the Cascade Cemetery where society members walked citizens through the cemetery and pointed out the final resting places of prominent or influential Cascade citizens.

Our Christmas program was the best attended holiday event that we have sponsored, thanks in large part to the efforts of the township's public relations contractor.

The society co-sponsors many events with the Ada Historical Society and the Tri-River Museum Association, which is a group that represents about a dozen small historical societies in the greater West Michigan area.

The society continues to enter data into our web search site "The Past Online".

We have two society members and a Calvin College intern entering this data. We pay a small fee for each entry.

Citizens can obtain a wealth of historical information simply by availing themselves to our online data.

This complements two other search programs, which are Suburban Life Newspapers and the Regis site, through Kent County.

The society has also began updating the Museum displays, and anticipates improved storage cabinetry.

Our first public event in 2018 will be April 12th.

Expenses for 2017 were \$2,825.00 which does not include an anticipated cost of about \$2000.00 for web services.

Membership has improved and more persons are becoming involved in our projects and research. The society has a core of volunteers who commit a significant amount of time and energy to our tasks.

Additionally, we provide articles for the seasonal township newsletter and have members speak to different groups as requested.

As stated earlier the society continues to be dedicated in collecting as much Cascade township historical material as possible and making that material accessible to all who seek it.



**Cascade Charter Township
Seminar/Conference Attendance Request Form**

This form must be filled out if the employee is requesting Township payment or reimbursement for the employee's attendance to a seminar or conference.

Conditions:

1. Cascade Charter Township will reimburse employees for approved registration for work related seminars and conferences. Individual seminars and conferences must be related to the employee's current job duties or a foreseeable-future position in the organization in order to be eligible for educational assistance.
2. Some seminars/conferences that an employee may attend may be unrelated to their particular job or government in general, and are therefore not covered by this assistance policy.
3. Any request that requires an overnight stay or expenditure over \$200 requires Township Board approval before the seminar/conference is attended.
4. Under extenuating circumstances, the Township Manager may approve an overnight stay or expenditure over \$200 for a conference or seminar prior to Township Board approval. The request must be made before attendance to a seminar/conference. The Township Board will be informed of request at their next scheduled meeting.

This form must be completed by the employee and approved by the Township Manager and/or Township Board before the seminar/conference is attended.

Name: Robert Norris

Application Date: 3-8-18

Location of Seminar/Conference Traverse city AISON school

Name of Proposed Seminar/Conference: Michigan TAAI Annual AISON school

Description of Seminar/Conference: (may also be attached) Attached

(over)

How will the Seminar/Conference benefit the employee and the township? This course is continuing education for Fire Investigator certification. This is one of very, very, few opportunities to get education hours for investigators in Michigan

Cost of the Seminar/Conference: (Registration) \$ 295⁰⁰

(Lodging) \$ 466¹⁶ (Travel) \$ 300 miles (round trip)

Account #: _____

Your Signature: [Signature]

Approvals:

Department Head: [Signature] Date: 3-12-18

Township Manager: _____ Date: _____

Clerk's Signature: _____ Date: _____

(Showing Township Board approval)

This is for Double occupancy myself and Temp Proolman.

Original to personnel file

1 copy to applicant

1 copy to Accounting



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
LANSING



C. HEIDI GREETHER
DIRECTOR

April 16, 2018

Mr. Troy D. Smith, Manager Testing EF2 & AE
Kawasaki Motors Corp USA
5080 36th Street SE
Grand Rapids, Michigan 49152

Dear Mr. Smith:

This letter is in reference to your Permit to Install (PTI) application, identified as No. 230-15B, State Registration Number P0677. The application was received on November 16, 2017, for increasing the allowed carbon monoxide emission rate for your existing engine test cells located at 5080 36th Street SE, Grand Rapids, Michigan.

Review of your application is complete. We have announced a public comment period as required by state and federal regulations, on the intent of the Michigan Department of Environmental Quality (MDEQ) to approve the permit. The public comment period will begin on April 16, 2018 and will end on May 16, 2018. A public hearing has been scheduled on May 24, 2018; however, it will be held only if requested by May 16, 2018. If a hearing is requested, the comment period will be extended until the close of the hearing. You may submit comments during the comment period and are encouraged to appear at the public hearing, if held, on behalf of your PTI application.

After resolving any issues raised during the public comment period and/or the hearing, a final decision will be made on your permit application.

By law, implementation of the proposed process change should not begin until you receive an approved Permit to Install. *This letter is not an approved permit to install* and only references a proposed action on your application.

Enclosed are copies of the proposed permit conditions, "Notice of Air Pollution Comment Period and Public Hearing", "Proposed Project Summary", and the "Technical Fact Sheet" regarding our analysis of your proposed project.

If you have any questions, please feel free to contact me. You may call me on May 17, 2018, to determine if a hearing was requested.

Sincerely,

Ambrosia Brown, P.E.
Thermal/Chemical Unit
Permit Section, Air Quality Division
517-284-6788
Browna39@michigan.gov

Mr. Troy D. Smith
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April 16, 2018

Enclosures

cc/enc: Senator Tonya Schuitmaker, District 26
Senator David Hildenbrand, District 29
Representative Thomas Albert, House District 86
Mr. Robert Beahan, Cascade Township Supervisor
Ms. Lisa Posthumus Lyons, Kent County Clerk
Ms. Genevieve Damico, U.S. Environmental Protection Agency, Region 5
Mr. Constantine Blathras, U.S. Environmental Protection Agency, Region 5
Ms. Stephanie Diaz, U.S. Environmental Protection Agency, Region 5
Ms. Sarah M. Howes, Legislative Liaison, MDEQ
Ms. Tiffany Brown, Public Information Officer, MDEQ
Ms. Heidi Hollenbach, MDEQ

NOTICE of AIR POLLUTION COMMENT PERIOD and PUBLIC HEARING

The Michigan Department of Environmental Quality (MDEQ) is holding a public comment period from April 16, 2018 until May 16, 2018, and a public hearing, if requested, on May 24, 2018, for Kawasaki Motors Corp USA's proposed increase in allowed carbon monoxide (CO) emissions from their existing engine test cells. The facility is located at 5080 36th Street SE, Grand Rapids, Michigan. The public comment period and, if requested, public hearing are to allow all interested parties the opportunity to comment on the proposed conditional approval of a Permit to Install (PTI). It has been preliminarily determined that the proposed increase in allowed CO emissions will not violate any of the MDEQ's rules nor the National Ambient Air Quality Standards.

Copies of the MDEQ's Technical Fact Sheet, Proposed Project Summary and proposed permit conditions are available for review at the following locations, or you may request a copy be mailed to you by calling 517-284-6793. Please reference PTI Application Number 230-15B.

AIR QUALITY DIVISION (AQD) Internet Home Page - <http://www.michigan.gov/air>

GRAND RAPIDS: MDEQ, AQD, State Office Building, 5th Floor 350 Ottawa Avenue NW, Unit 10, (Phone: 616-356-0500)

LANSING: MDEQ, AQD, Constitution Hall, 525 West Allegan Street (Phone: 517-284-6793)

CASCADE TOWNSHIP: 2865 Thornhills Avenue SE, Grand Rapids (Phone: 616-949-1500)

The public is encouraged to present written views on the proposed permit action. Written comments or a hearing request should be sent to Ms. Melissa Byrnes, Acting Permit Section Manager, MDEQ, AQD, P.O. Box 30260, Lansing, Michigan, 48909-7760. Comments may also be submitted from the webpage <http://www.deq.state.mi.us/aps/cwerp.shtml> (click on "Submit Comment" under the Kawasaki Motors Corp USA, PTI No. 230-15B listing). All statements received by May 16, 2018, will be considered by the decision-maker prior to final permit action. If a hearing is requested, the comment period will be extended until the close of the hearing.

Only if requested in writing by May 16, 2018, the public hearing will be held on May 24, 2018, in the Constitution Hall William Ford Conference Room, 525 West Allegan Street, Lansing, Michigan. The public hearing will begin at 1:00 p.m. The sole purpose of the public hearing will be to take formal testimony on the record. Those interested may contact the AQD at 517-284-6788 on May 17, 2018, to determine if a hearing was requested and will be held.

Individuals needing accommodations for effective participation at the hearing should contact Ms. Lisa Shooltz at 517-284-6793 one week in advance to request mobility, visual, hearing, or other assistance.

MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY



Ms. Melissa Byrnes, Acting Permit Section Manager



Proposed Project Summary

Kawasaki Motors Corp USA, Grand Rapids, MI

The Michigan Department of Environmental Quality (MDEQ), Air Quality Division (AQD), is asking for comments from the public on a proposed Permit to Install (PTI) for Kawasaki Motors Corp USA (Kawasaki). The AQD will accept comments on the proposed PTI until the close of the comment period on May 16, 2018, or at the public hearing, if one is requested, on May 24, 2018. We will review all comments before we make a final decision on the proposal.

What does the company currently do?

Kawasaki operates an existing engine testing facility located at 5080 36th Street SE, Grand Rapids, Michigan. The facility is permitted to operate twenty (20) engine test cells fired with gasoline, ethanol, or gasoline-ethanol blends. The existing permit limits the amount of fuel they can burn on a daily and yearly basis. A 2,000-gallon gasoline tank and natural gas burning equipment are also installed at the facility.

What is a PTI and why is one needed?

A PTI, commonly known as an air use permit, is required for projects that involve installing, constructing, reconstructing, relocating, or modifying most process or process equipment that emits, or may emit, air contaminants. A new PTI is also required if a company wants to make changes to their current air permit.

Why did the company submit a PTI application?

Kawasaki's current permit contains allowed carbon monoxide (CO) emission limits. These limits were based on worst-case emissions estimates before the test cells were in operation. The current permit also required stack testing to verify whether the estimates were valid.

On September 20, 2017, the facility completed the required CO stack testing. During the testing the engines were operated in "Wide open throttle" mode, which is considered to generate the greatest emissions. The test results showed that the original emission estimates were not correct and CO emissions levels exceeded the current allowed emission limits.

This PTI application requests to increase the current allowed CO emission limit of 3.94 pounds per gallon (lb/gallon) of fuel burned to 6.57 lb/gallon of fuel burned. It also requests to increase the allowed annual emissions

from 145 tons per year (tpy) to 241.7 tpy. The facility is not requesting to change their existing daily and yearly fuel usage limit.

The AQD's review of the PTI application determined the requested increase in CO emission limits will meet all applicable rules and regulations, including the protection of health for sensitive individuals.

Will the facility continue to meet the air quality standards?

The United States Environmental Protection Agency has developed health-based standards for specific air pollutants, including CO. These standards are called the National Ambient Air Quality Standards (NAAQS). The NAAQS are designed to be protective for adverse health effects, including providing protection for sensitive individuals, such as infants and the elderly.

The requested increase in allowed CO emissions were reviewed using a computer model to determine if the NAAQS will be met. The model takes emission rates, exhaust stack design, weather, wind, geographic location and other factors into account. The results showed the worst-case emissions meet the NAAQS for CO. As such, the permitting action is not expected to result in CO concentrations that will indicate a health concern.

In addition to emissions from the Kawasaki facility, the modeling review also considered emissions from other nearby facilities and the background concentration of CO. The background concentration includes other non-industrial sources of CO such as car exhaust and home furnaces.

What is the current air quality in the area?

The facility is in Kent County, Michigan which is meeting all the NAAQS. The nearest monitoring station, in Grand Rapids, monitors for CO. A monitor gives real time information about pollutants in the outdoor (ambient) air. Figure 1 shows the 1-hour CO concentrations and Figure 2 shows the 8-hour concentrations at Grand Rapids.

Figure 1. The second highest 1-hour maximum concentration per year of CO at Grand Rapids.

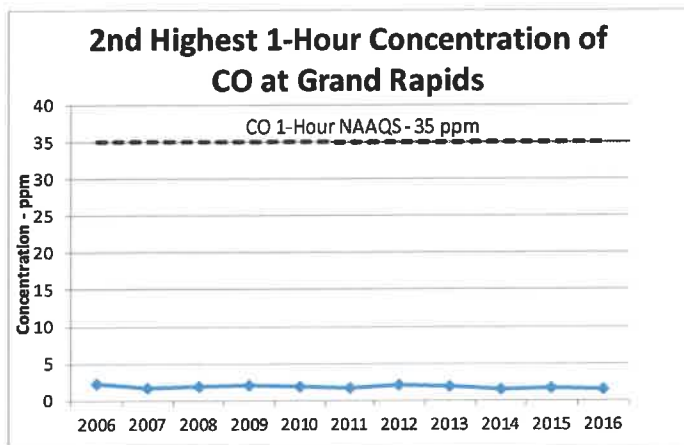
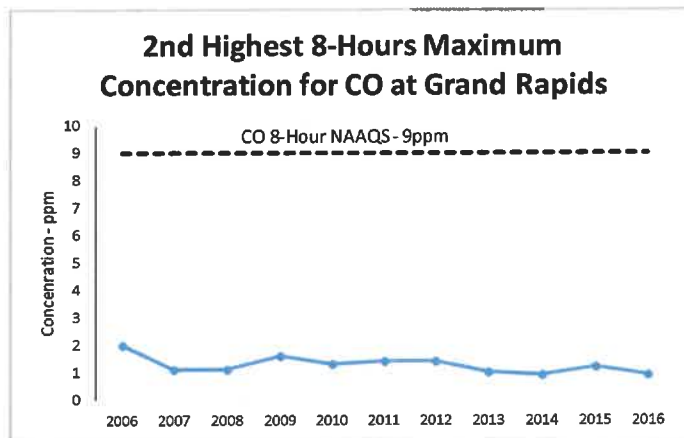


Figure 2. The second highest 8-hour maximum concentration per year of CO at Grand Rapids.



Where can I find more information?

There are two ways to find more information about the proposed PTI:

- The Technical Fact Sheet has additional details about the project and how it will meet the rules and regulations;

Michigan's Environmental Justice Policy promotes the fair, non-discriminatory treatment and meaningful involvement of Michigan's residents regarding the development, implementation, and enforcement of environmental laws, regulations, and policies by this state. Fair, non-discriminatory treatment intends that no group of people, including racial, ethnic, or low-income populations, will bear a disproportionately greater burden resulting from environmental laws, regulations, policies, and decision-making. Meaningful involvement of residents ensures an appropriate opportunity to participate in decisions about a proposed activity that will affect their environment and/or health.

- AQD staff can provide additional information upon request.

Here are some examples of information you may find in the Technical Fact Sheet:

- A summary of the reviews completed by the AQD staff.
- How the project will affect air quality and public health.
- A summary of what the proposed permit would require the company to do.
- A summary of the allowed emissions that are included in the proposed permit.
- The rules and regulations that apply to the project.
- Example emission calculations.

Summary:

The AQD has reviewed the PTI application for an increase in allowed CO emissions and prepared a proposed PTI for the facility. If approved, the proposed PTI will ensure the facility meets the applicable air quality requirements. Therefore, we are proposing to approve the proposed PTI.

Before the AQD takes action on the proposed PTI, we are requesting comments from the public. The AQD will review all comments received during the public comment period and public hearing, if held, and will decide whether to approve or deny the PTI. If approved, the AQD may decide to add or change permit conditions based on the comments.

What if I would like to make a comment?

The AQD welcomes comments from the public during the comment period. Prior to making a comment, it is a good idea to "View an Example" of how to do it. You may also want to read the "Public Hearings – What you should know" card. These documents can be found at <http://www.deq.state.mi.us/aps/cwerp.shtml>.

Who can I contact?

For more information about the proposed permit, please contact Ms. Ambrosia Brown, AQD, at: Browna39@michigan.gov or 517-284-6788.

TECHNICAL FACT SHEET

April 16, 2018

Purpose and Summary

The Michigan Department of Environmental Quality (MDEQ), Air Quality Division (AQD), is proposing to act on Permit to Install (PTI) application No. 230-15B from Kawasaki Motors Corp USA (Kawasaki). The permit application is for an increase in allowed carbon monoxide (CO) emissions from their existing engine test cells. The proposed project is subject to permitting requirements of the Department's Rules for Air Pollution Control. Prior to acting on this application, the AQD is holding a public comment period and a public hearing, if requested in writing, to allow all interested parties the opportunity to comment on the proposed PTI. All relevant information received during the comment period and hearing, if held, will be considered by the decision maker prior to taking final action on the application.

Background Information

Under PTI No. 230-15A, Kawasaki currently operates an existing engine testing facility located at 5080 36th Street SE, Grand Rapids, Kent County, Michigan. The facility is permitted to operate twenty (20) engine test cells fired with gasoline, ethanol, or gasoline-ethanol blends. The permit also contains fuel restrictions, limiting the amount of fuel burned in the test cells to 867 gallons of fuel per day and 73,000 gallons of fuel per year.

Also permitted at the facility is a 2,000-gallon gasoline storage tank, a 125-gallon diesel storage tank, natural gas fired heaters, and a diesel-fueled emergency fire pump engine.

Proposed Facility and Present Air Quality

The PTI application requests to increase the current CO emissions limit of 3.94 pounds per gallon of fuel burned (lb/gallon) to 6.57 lb/gallon and increase the allowed annual CO emissions limit from 145 tons per year (tpy) to 241.7 tpy. It also requests to increase existing stack heights. The original emission limits were based upon estimates of the worst-case emissions before the test cells were in operation. The PTI application is not requesting to add any new equipment or to change the existing fuel restrictions.

On September 20, 2017, the facility completed required CO stack testing. During the testing the engines were operated in "Wide open throttle" mode, which is considered to generate the greatest emissions. The test results showed that the original emission estimates were not correct and CO emissions levels exceeded the current allowed emission limits.

The facility is located in Kent County, Michigan which is currently meeting all of the National Ambient Air Quality Standards (NAAQS) set by the United States Environmental Protection Agency. These standards are for sulfur dioxide (SO₂), particulate matter equal to or less than 10 microns in diameter (PM₁₀), particulate matter equal to or less than 2.5 microns in diameter (PM_{2.5}), ozone, CO, nitrogen dioxide, and lead. All of the standards are set at levels designed to protect the public health.

Pollutant Emissions

The revised potential to emit for the test cells is 239.8 tpy of CO emissions. The potential CO emissions from all other equipment is 1.8 tpy. Since the proposed project is not increasing emissions to greater than 250 tpy of any regulated air pollutant, it will remain a minor source under both state and federal Prevention of Significant Deterioration (PSD) regulations.

Table A provides the potential emissions from the entire facility for each regulated pollutant:

Table A – EMISSION SUMMARY

Pollutant	Potential Emissions (tpy)
Particulate Matter (PM)	0.5
PM10	0.5
PM2.5	0.5
SO ₂	0.3
CO	241.7
Nitrogen Oxides	6.8
Volatile Organic Compounds (VOCs)	6.0

Key Permit Review Issues

Staff evaluated the proposed project to identify all state rules and federal regulations which are, or may be, applicable. The tables in Appendix 1 summarize these rules and regulations.

- **Minor/Major Modification Determination for Attainment Pollutants** – The total potential emissions of each regulated air pollutant from the facility are less than 250 tpy, therefore the current facility is considered a minor source under both state and federal PSD regulations. As the potential emissions of each regulated air pollutant from the facility will remain less than 250 tpy after the proposed modification, the facility will remain a minor source under PSD and this application is only subject to minor source permitting requirements.
- **Rule 205 Limiting Potential to Emit (PTE)** – This rule allows a facility to voluntarily accept restrictions to limit their PTE. Under previous PTIs, Kawasaki has accepted emission limits and fuel restrictions to limit their potential emissions to less than PSD thresholds.

Under this application, the CO emissions were recalculated using the results from the stack test. The recalculation showed that even at the current fuel use restrictions, the potential CO emissions will remain less than the PSD threshold of 250 tpy.

The proposed permit contains enforceable restrictions to limit the potential CO emissions. These restrictions are discussed below in the “Key Aspects of the Permit Conditions” section of this document.

- **Rule 224 T-BACT Analysis** – This rule requires best available control technology (BACT) for all toxic air contaminants (TACs) which will be emitted from new or modified emission units. While the increase in allowed CO emissions results in the existing test cells being considered modified, the allowed emissions of TACs from them are not changing. Therefore, the TBACT analysis completed for PTI No. 230-15A, that resulted in no add-on control, remains valid. As such, an updated TBACT analysis was not performed as a part of the review of this PTI application.
- **Rule 225 Toxics Analysis** – The MDEQ Rules for Air Pollution Control require the ambient air concentrations of TACs be compared against health-based screening levels. There are no changes to the allowed emission rates of any TACs proposed within this PTI application.

AQD staff checked each TAC that is emitted to determine if their allowed screening levels have changed since current PTI No. 230-15A was issued. Only the allowed screening level for 1,3-butadiene has changed. Its Initial Threshold Screening Level (ITSL) changed from 2 micrograms per cubic meter ($\mu\text{g}/\text{m}^3$) on a 24-hour averaging time to 33 $\mu\text{g}/\text{m}^3$ on an annual averaging time. As a part of the review of this application, AQD staff evaluated the allowed emissions of 1,3-butadiene and determined it will meet the new ITSL. Therefore, 1,3-butadiene will comply with the requirements of Rule 225.

- **Rule 702 VOC Emissions** – This rule requires an evaluation of the following four items to determine what will result in the lowest maximum allowable emission rate of VOCs from new or modified emission units:
 - a. BACT or a limit listed by the department on its own initiative
 - b. New Source Performance Standards
 - c. VOC emission rate specified in another permit
 - d. VOC emission rate specified in the Part 6 rules for existing sources

While the increase in allowed CO emissions results in the existing test cells being considered modified, the allowed emissions of VOCs from them are not changing. Therefore, the BACT analysis completed for PTI No. 230-15A, that resulted in no add-on control, remains valid. As such, an updated BACT analysis was not performed as a part of the review of this PTI application.

- **Criteria Pollutants Modeling Analysis** – Computer dispersion modeling was performed to predict the impacts of air emissions from CO. Emissions from the proposed modified facility were evaluated against both the 1-hour and the 8-hour NAAQS. The NAAQS are intended to protect public health. Since there are no PSD increment standards for CO, PSD increment modeling was not performed.

In the NAAQS analysis, the total facility impact includes additional nearby facilities, or offsite sources. The total facility impact and the background concentrations, which is data from ambient air monitors, are summed and compared to the NAAQS.

The worst-case CO emissions scenario is where 16 of the 20 test cells are operating and are emitting out of the following exhaust stacks: five cells from stack EF5A, four cells from stack EF5B, zero cells from stack EF5C, six cells from stack EF5D, and 1 cell from stack EF5E. Therefore, this scenario was the one evaluated against the NAAQS. Table B provides the modeled impacts of the proposed CO emissions in regard to the respective NAAQS.

Table B – NAAQS Modeled Impacts

Pollutant	Averaging Time	NAAQS ($\mu\text{g}/\text{m}^3$)	Predicted Impact ($\mu\text{g}/\text{m}^3$)	Percent of NAAQS (%)
CO	1-hr	40,000	14,072	35%
CO	8-hr	10,000	9,871	99%

Key Aspects of Draft Permit Conditions

- **Emission Limits (By Pollutant)** – The draft permit includes increased CO emission limits for the test cells. The proposed new CO emission limits are 6.57 lb/gallon and 239.8 tpy.
- **Usage Limits** – The draft permit maintains the current fuel restrictions for the test cells. It limits the types of fuels burned to gasoline, ethanol, or gasoline/ethanol blends and limits the total amount of fuel that may be burned to 864 gallons per day and 73,000 gallons per year.
- **Testing & Monitoring Requirements** – The draft permit maintains the current requirement for the facility to test for CO emissions from the test cells every five years.

Conclusion

Based on the analyses conducted to date, AQD staff concludes that the proposed project would comply with all applicable state and federal air quality requirements. Staff also concludes that this project, as proposed, would not violate the federal NAAQS.

Based on these conclusions, staff has developed draft permit terms and conditions which would ensure that the proposed modified facility design and operation are enforceable, and that sufficient monitoring, recordkeeping, and reporting would be performed by the applicant to determine compliance with these terms and conditions. If the permit application is deemed approvable, the delegated decision maker may determine a need for additional or revised conditions to address issues raised during the public participation process.

If you would like additional information about this proposal, please contact Ms. Ambrosia Brown, AQD, at 517-284-6788.

**Appendix 1
 STATE AIR REGULATIONS**

State Rule	Description of State Air Regulations
R 336.1201	Requires an Air Use Permit for new or modified equipment that emits, or could emit, an air pollutant or contaminant. However, there are other rules that allow smaller emission sources to be installed without a permit (see Rules 336.1279 through 336.1290 below). Rule 336.1201 also states that the Department can add conditions to a permit to assure the air laws are met.
R 336.1205	Outlines the permit conditions that are required by the federal Prevention of Significant Deterioration (PSD) Regulations and/or Section 112 of the Clean Air Act. Also, the same types of conditions are added to their permit when a plant is limiting their air emissions to legally avoid these federal requirements. (See the Federal Regulations table for more details on PSD.)
R 336.1224	New or modified equipment that emits toxic air contaminants must use the Best Available Control Technology for toxics (T-BACT). The T-BACT review determines what control technology must be applied to the equipment. A T-BACT review considers energy needs, environmental and economic impacts, and other costs. T-BACT may include a change in the raw materials used, the design of the process, or add-on air pollution control equipment. This rule also includes a list of instances where other regulations apply and T-BACT is not required.
R 336.1225 to R 336.1232	The ambient air concentration of each toxic air contaminant emitted from the project must not exceed health-based screening levels. Initial Risk Screening Levels (IRSL) apply to cancer-causing effects of air contaminants and Initial Threshold Screening Levels (ITSL) apply to non-cancer effects of air contaminants. These screening levels, designed to protect public health and the environment, are developed by Air Quality Division toxicologists following methods in the rules and U.S. EPA risk assessment guidance.
R 336.1279 to R 336.1291	These rules list equipment to processes that have very low emissions and do not need to get an Air Use permit. However, these sources must meet all requirements identified in the specific rule and other rules that apply.
R 336.1301	Limits how air emissions are allowed to look at the end of a stack. The color and intensity of the color of the emissions is called opacity.
R 336.1331	The particulate emission limits for certain sources are listed. These limits apply to both new and existing equipment.
R 336.1370	Material collected by air pollution control equipment, such as dust, must be disposed of in a manner, which does not cause more air emissions.
R 336.1401 and R 336.1402	Limit the sulfur dioxide emissions from power plants and other fuel burning equipment.
R 336.1601 to R 336.1651	Volatile organic compounds (VOCs) are a group of chemicals found in such things as paint solvents, degreasing materials, and gasoline. VOCs contribute to the formation of smog. The rules set VOC limits or work practice standards for existing equipment. The limits are based upon Reasonably Available Control Technology (RACT). RACT is required for all equipment listed in Rules 336.1601 through 336.1651.
R 336.1702	New equipment that emits VOCs is required to install the Best Available Control Technology (BACT). The technology is reviewed on a case-by-case basis. The VOC limits and/or work practice standards set for a particular piece of new equipment cannot be less restrictive than the Reasonably Available Control Technology limits for existing equipment outlined in Rules 336.1601 through 336.1651.
R 336.1801	Nitrogen oxide emission limits for larger boilers and stationary internal combustion engines are listed.
R 336.1910	Air pollution control equipment must be installed, maintained, and operated properly.
R 336.1911	When requested by the Department, a facility must develop and submit a malfunction abatement plan (MAP). This plan is to prevent, detect, and correct malfunctions and equipment failures.
R 336.1912	A facility is required to notify the Department if a condition arises which causes emissions that exceed the allowable emission rate in a rule and/or permit.

STATE AIR REGULATIONS

State Rule	Description of State Air Regulations
R 336.2001 to R 336.2060	Allow the Department to request that a facility test its emissions and to approve the protocol used for these tests.
R 336.2801 to R 336.2804 Prevention of Significant Deterioration (PSD) Regulations Best Available Control Technology (BACT)	<p>The PSD rules allow the installation and operation of large, new sources and the modification of existing large sources in areas that are meeting the National Ambient Air Quality Standards (NAAQS). The regulations define what is considered a large or significant source, or modification.</p> <p>In order to assure that the area will continue to meet the NAAQS, the permit applicant must demonstrate that it is installing the BACT. By law, BACT must consider the economic, environmental, and energy impacts of each installation on a case-by-case basis. As a result, BACT can be different for similar facilities.</p> <p>In its permit application, the applicant identifies all air pollution control options available, the feasibility of these options, the effectiveness of each option, and why the option proposed represents BACT. As part of its evaluation, the Air Quality Division verifies the applicant's determination and reviews BACT determinations made for similar facilities in Michigan and throughout the nation.</p>
R 336.2901 to R 336.2903 and R 336.2908	<p>Applies to new "major stationary sources" and "major modifications" as defined in R 336.2901. These rules contain the permitting requirements for sources located in nonattainment areas that have the potential to emit large amounts of air pollutants. To help the area meet the NAAQS, the applicant must install equipment that achieves the Lowest Achievable Emission Rate (LAER). LAER is the lowest emission rate required by a federal rule, state rule, or by a previously issued construction permit. The applicant must also provide emission offsets, which means the applicant must remove more pollutants from the air than the proposed equipment will emit. This can be done by reducing emissions at other existing facilities.</p> <p>As part of its evaluation, the AQD verifies that no other similar equipment throughout the nation is required to meet a lower emission rate and verifies that proposed emission offsets are permanent and enforceable.</p>

FEDERAL AIR REGULATIONS

Citation	Description of Federal Air Regulations or Requirements
Section 109 of the Clean Air Act – National Ambient Air Quality Standards (NAAQS)	<p>The United States Environmental Protection Agency has set maximum permissible levels for seven pollutants. These NAAQS are designed to protect the public health of everyone, including the most susceptible individuals, children, the elderly, and those with chronic respiratory ailments. The seven pollutants, called the criteria pollutants, are CO, lead, NO₂, ozone, PM10, PM2.5, and SO₂. Portions of Michigan are currently non-attainment for SO₂. Further, in Michigan, State Rules 336.1225 to 336.1232 are used to ensure the public health is protected from other compounds.</p>
40 CFR 52.21 – Prevention of Significant Deterioration (PSD) Regulations Best Available Control Technology (BACT)	<p>The PSD regulations allow the installation and operation of large, new sources and the modification of existing large sources in areas that are meeting the NAAQS. The regulations define what is considered a large or significant source, or modification.</p> <p>In order to assure that the area will continue to meet the NAAQS, the permit applicant must demonstrate that it is installing BACT. By law, BACT must consider the economic, environmental, and energy impacts of each installation on a case-by-case basis. As a result, BACT can be different for similar facilities.</p> <p>In its permit application, the applicant identifies all air pollution control options available, the feasibility of these options, the effectiveness of each option, and why the option proposed represents BACT. As part of its evaluation, the Air Quality Division verifies the applicant's determination and reviews BACT determinations made for similar facilities in Michigan and throughout the nation.</p>

FEDERAL AIR REGULATIONS

Citation	Description of Federal Air Regulations or Requirements
40 CFR 60 – New Source Performance Standards (NSPS)	The United States Environmental Protection Agency has set national standards for specific sources of pollutants. These New Source Performance Standards (NSPS) apply to new or modified equipment in a particular industrial category. These NSPS set emission limits or work practice standards for over 60 categories of sources.
Section 112 of the Clean Air Act Maximum Achievable Control Technology (MACT) Section 112g	In the Clean Air Act, Congress listed 189 compounds as Hazardous Air Pollutants (HAPS). For facilities which emit, or could emit, HAPS above a certain level, one of the following two requirements must be met: 1) The United States Environmental Protection Agency has established standards for specific types of sources. These Maximum Achievable Control Technology (MACT) standards are based upon the best-demonstrated control technology or practices found in similar sources. 2) For sources where a MACT standard has not been established, the level of control technology required is determined on a case-by-case basis.

Notes: An "Air Use Permit," sometimes called a "Permit to Install," provides permission to emit air contaminants up to certain specified levels. These levels are set by state and federal law, and are set to protect health and welfare. By staying within the levels set by the permit, a facility is operating lawfully, and public health and air quality are protected.

The Air Quality Division does not have the authority to regulate noise, local zoning, property values, off-site truck traffic, or lighting.

These tables list the most frequently applied state and federal regulations. Not all regulations listed may be applicable in each case. Please refer to the draft permit conditions provided to determine which regulations apply.

PERMIT TO INSTALL

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Common Abbreviations / Acronyms

Common Acronyms		Pollutant / Measurement Abbreviations	
AQD	Air Quality Division	acfm	Actual cubic feet per minute
BACT	Best Available Control Technology	BTU	British Thermal Unit
CAA	Clean Air Act	°C	Degrees Celsius
CAM	Compliance Assurance Monitoring	CO	Carbon Monoxide
CEM	Continuous Emission Monitoring	CO ₂ e	Carbon Dioxide Equivalent
CFR	Code of Federal Regulations	dscf	Dry standard cubic foot
COM	Continuous Opacity Monitoring	dscm	Dry standard cubic meter
Department/ department	Michigan Department of Environmental Quality	°F	Degrees Fahrenheit
EU	Emission Unit	gr	Grains
FG	Flexible Group	HAP	Hazardous Air Pollutant
GACS	Gallons of Applied Coating Solids	Hg	Mercury
GC	General Condition	hr	Hour
GHGs	Greenhouse Gases	HP	Horsepower
HVLP	High Volume Low Pressure*	H ₂ S	Hydrogen Sulfide
ID	Identification	kW	Kilowatt
IRSL	Initial Risk Screening Level	lb	Pound
ITSL	Initial Threshold Screening Level	m	Meter
LAER	Lowest Achievable Emission Rate	mg	Milligram
MACT	Maximum Achievable Control Technology	mm	Millimeter
MAERS	Michigan Air Emissions Reporting System	MM	Million
MAP	Malfunction Abatement Plan	MW	Megawatts
MDEQ	Michigan Department of Environmental Quality	NMOC	Non-methane Organic Compounds
MSDS	Material Safety Data Sheet	NO _x	Oxides of Nitrogen
NA	Not Applicable	ng	Nanogram
NAAQS	National Ambient Air Quality Standards	PM	Particulate Matter
NESHAP	National Emission Standard for Hazardous Air Pollutants	PM10	Particulate Matter equal to or less than 10 microns in diameter
NSPS	New Source Performance Standards	PM2.5	Particulate Matter equal to or less than 2.5 microns in diameter
NSR	New Source Review	pph	Pounds per hour
PS	Performance Specification	ppm	Parts per million
PSD	Prevention of Significant Deterioration	ppmv	Parts per million by volume
PTE	Permanent Total Enclosure	ppmw	Parts per million by weight
PTI	Permit to Install	psia	Pounds per square inch absolute
RACT	Reasonable Available Control Technology	psig	Pounds per square inch gauge
ROP	Renewable Operating Permit	scf	Standard cubic feet
SC	Special Condition	sec	Seconds
SCR	Selective Catalytic Reduction	SO ₂	Sulfur Dioxide
SNCR	Selective Non-Catalytic Reduction	TAC	Toxic Air Contaminant
SRN	State Registration Number	Temp	Temperature
TEQ	Toxicity Equivalence Quotient	THC	Total Hydrocarbons
USEPA/EPA	United States Environmental Protection Agency	tpy	Tons per year
VE	Visible Emissions	µg	Microgram
		µm	Micrometer or Micron
		VOC	Volatile Organic Compounds
		yr	Year

*For HVLP applicators, the pressure measured at the gun air cap shall not exceed 10 psig.

GENERAL CONDITIONS

1. The process or process equipment covered by this permit shall not be reconstructed, relocated, or modified, unless a Permit to Install authorizing such action is issued by the Department, except to the extent such action is exempt from the Permit to Install requirements by any applicable rule. **(R 336.1201(1))**
2. If the installation, construction, reconstruction, relocation, or modification of the equipment for which this permit has been approved has not commenced within 18 months, or has been interrupted for 18 months, this permit shall become void unless otherwise authorized by the Department. Furthermore, the permittee or the designated authorized agent shall notify the Department via the Supervisor, Permit Section, Air Quality Division, Michigan Department of Environmental Quality, P.O. Box 30260, Lansing, Michigan 48909-7760, if it is decided not to pursue the installation, construction, reconstruction, relocation, or modification of the equipment allowed by this Permit to Install. **(R 336.1201(4))**
3. If this Permit to Install is issued for a process or process equipment located at a stationary source that is not subject to the Renewable Operating Permit program requirements pursuant to R 336.1210, operation of the process or process equipment is allowed by this permit if the equipment performs in accordance with the terms and conditions of this Permit to Install. **(R 336.1201(6)(b))**
4. The Department may, after notice and opportunity for a hearing, revoke this Permit to Install if evidence indicates the process or process equipment is not performing in accordance with the terms and conditions of this permit or is violating the Department's rules or the Clean Air Act. **(R 336.1201(8), Section 5510 of Act 451, PA 1994)**
5. The terms and conditions of this Permit to Install shall apply to any person or legal entity that now or hereafter owns or operates the process or process equipment at the location authorized by this Permit to Install. If the new owner or operator submits a written request to the Department pursuant to R 336.1219 and the Department approves the request, this permit will be amended to reflect the change of ownership or operational control. The request must include all of the information required by subrules (1)(a), (b), and (c) of R 336.1219 and shall be sent to the District Supervisor, Air Quality Division, Michigan Department of Environmental Quality. **(R 336.1219)**
6. Operation of this equipment shall not result in the emission of an air contaminant which causes injurious effects to human health or safety, animal life, plant life of significant economic value, or property, or which causes unreasonable interference with the comfortable enjoyment of life and property. **(R 336.1901)**
7. The permittee shall provide notice of an abnormal condition, start-up, shutdown, or malfunction that results in emissions of a hazardous or toxic air pollutant which continue for more than one hour in excess of any applicable standard or limitation, or emissions of any air contaminant continuing for more than two hours in excess of an applicable standard or limitation, as required in Rule 912, to the Department. The notice shall be provided not later than two business days after start-up, shutdown, or discovery of the abnormal condition or malfunction. Written reports, if required, must be filed with the Department within 10 days after the start-up or shutdown occurred, within 10 days after the abnormal conditions or malfunction has been corrected, or within 30 days of discovery of the abnormal condition or malfunction, whichever is first. The written reports shall include all of the information required in Rule 912(5). **(R 336.1912)**
8. Approval of this permit does not exempt the permittee from complying with any future applicable requirements which may be promulgated under Part 55 of 1994 PA 451, as amended or the Federal Clean Air Act.
9. Approval of this permit does not obviate the necessity of obtaining such permits or approvals from other units of government as required by law.
10. Operation of this equipment may be subject to other requirements of Part 55 of 1994 PA 451, as amended and the rules promulgated thereunder.

11. Except as provided in subrules (2) and (3) or unless the special conditions of the Permit to Install include an alternate opacity limit established pursuant to subrule (4) of R 336.1301, the permittee shall not cause or permit to be discharged into the outer air from a process or process equipment a visible emission of density greater than the most stringent of the following. The grading of visible emissions shall be determined in accordance with R 336.1303. **(R 336.1301)**
 - a) A six-minute average of 20 percent opacity, except for one six-minute average per hour of not more than 27 percent opacity.
 - b) A visible emission limit specified by an applicable federal new source performance standard.
 - c) A visible emission limit specified as a condition of this Permit to Install.
12. Collected air contaminants shall be removed as necessary to maintain the equipment at the required operating efficiency. The collection and disposal of air contaminants shall be performed in a manner so as to minimize the introduction of contaminants to the outer air. Transport of collected air contaminants in Priority I and II areas requires the use of material handling methods specified in R 336.1370(2). **(R 336.1370)**
13. The Department may require the permittee to conduct acceptable performance tests, at the permittee's expense, in accordance with R 336.2001 and R 336.2003, under any of the conditions listed in R 336.2001. **(R 336.2001)**

SPECIAL CONDITIONS

EMISSION UNIT SUMMARY TABLE

The descriptions provided below are for informational purposes and do not constitute enforceable conditions.

Emission Unit ID	Emission Unit Description (Process Equipment & Control Devices)	Installation Date / Modification Date	Flexible Group ID
EU-TEST1	Durability/endurance testing of engines up to 50 hp. Exhausted to SV-EF5A.		FG-TESTCELLS
EU-TEST2	Durability/endurance testing of engines up to 50 hp. Exhausted to SV-EF5A.		FG-TESTCELLS
EU-TEST3	Durability/endurance testing of engines up to 50 hp. Exhausted to SV-EF5A.		FG-TESTCELLS
EU-TEST4	Durability/endurance testing of engines up to 50 hp. Exhausted to SV-EF5A.		FG-TESTCELLS
EU-TEST5	Durability/endurance testing of engines up to 50 hp. Exhausted to SV-EF5A.		FG-TESTCELLS
EU-TEST6	Durability/endurance testing of engines up to 50 hp. Exhausted to SV-EF5B.		FG-TESTCELLS
EU-TEST7	Durability/endurance testing of engines up to 50 hp. Exhausted to SV-EF5B.		FG-TESTCELLS
EU-TEST8	Durability/endurance testing of engines up to 50 hp. Exhausted to SV-EF5B.		FG-TESTCELLS
EU-TEST9	Durability/endurance testing of engines up to 50 hp. Exhausted to SV-EF5B.		FG-TESTCELLS
EU-TEST10	Performance testing of engines up to 50 hp. Exhausted to SV-EF5C.		FG-TESTCELLS
EU-TEST11	Performance testing of engines up to 50 hp. Exhausted to SV-EF5C.		FG-TESTCELLS
EU-TEST12	Performance testing of engines up to 50 hp. Exhausted to SV-EF5E.		FG-TESTCELLS
EU-TEST13	Performance testing of engines up to 50 hp. Exhausted to SV-EF5C.		FG-TESTCELLS
EU-TEST14	Performance testing of engines up to 50 hp. Exhausted to SV-EF5C.		FG-TESTCELLS
EU-TEST15	Rain testing of engines up to 50 hp. Exhausted to SV-EF5D.		FG-TESTCELLS
EU-TEST16	Climactic testing of engines up to 50 hp. Exhausted to SV-EF5D.		FG-TESTCELLS
EU-TEST17	Climactic testing of engines up to 50 hp. Exhausted to SV-EF5D.		FG-TESTCELLS
EU-TEST18	Chassis test cell - testing of engines up to 50 hp. Exhausted to SV-EF5D.		FG-TESTCELLS
EU-TEST19	Chassis test cell - testing of engines up to 50 hp. Exhausted to SV-EF5D.		FG-TESTCELLS
EU-TEST20	Anechoic chamber test cell - testing of engines up to 50 hp. Exhausted to SV-EF5D.		FG-TESTCELLS

Emission Unit ID	Emission Unit Description (Process Equipment & Control Devices)	Installation Date / Modification Date	Flexible Group ID
EU-NATGASHEAT	Natural gas-fired equipment installed along with the original installation of test cells, including air make-up units and a boiler/hot water generator.		NA
EU-TANKS	One horizontal gasoline storage tank installed along with the original installation of test cells. The tank has a capacity of 2,000 gallons.		NA
Changes to the equipment described in this table are subject to the requirements of R 336.1201, except as allowed by R 336.1278 to R 336.1290.			

FLEXIBLE GROUP SUMMARY TABLE

The descriptions provided below are for informational purposes and do not constitute enforceable conditions.

Flexible Group ID	Flexible Group Description	Associated Emission Unit IDs
FG-TESTCELLS	Twenty (20) test cells, testing gasoline and ethanol-fired engines up to 50 hp.	EU-TEST1, EU-TEST2, EU-TEST3, EU-TEST4, EU-TEST5, EU-TEST6, EU-TEST7, EU-TEST8, EU-TEST9, EU-TEST10, EU-TEST11, EU-TEST12, EU-TEST13, EU-TEST14, EU-TEST15, EU-TEST16, EU-TEST17, EU-TEST18, EU-TEST19, EU-TEST20

The following conditions apply to:
FG-TESTCELLS

DESCRIPTION: Twenty (20) test cells, testing gasoline and ethanol-fired engines up to 50 hp.

Emission Units: EU-TEST1, EU-TEST2, EU-TEST3, EU-TEST4, EU-TEST5, EU-TEST6, EU-TEST7, EU-TEST8, EU-TEST9, EU-TEST10, EU-TEST11, EU-TEST12, EU-TEST13, EU-TEST14, EU-TEST15, EU-TEST16, EU-TEST17, EU-TEST18, EU-TEST19, EU-TEST20

POLLUTION CONTROL EQUIPMENT: NA

I. EMISSION LIMITS

Pollutant	Limit	Time Period/ Operating Scenario	Equipment	Testing / Monitoring Method	Underlying Applicable Requirements
1. CO	6.57 lb/gal ^A	Hourly	FG-TESTCELLS	SC V.1	40 CFR 52.21(d)
2. CO	239.8 tpy	12-month rolling time period as determined at the end of each calendar month.	FG-TESTCELLS	SC VI.4	R 336.1205(1)(a) & (3)
3. Benzene	0.22 tpy ¹	12-month rolling time period as determined at the end of each calendar month.	FG-TESTCELLS	SC VI.4	R 336.1225
4. 1,3-Butadiene	0.08 tpy ¹	12-month rolling time period as determined at the end of each calendar month.	FG-TESTCELLS	SC VI.4	R 336.1225
5. Formaldehyde	0.12 tpy ¹	12-month rolling time period as determined at the end of each calendar month.	FG-TESTCELLS	SC VI.4	R 336.1225
6. Acetaldehyde	0.88 tpy ¹	12-month rolling time period as determined at the end of each calendar month.	FG-TESTCELLS	SC VI.4	R 336.1225

^Alb/gal = pound per gallon

II. MATERIAL LIMITS

Material	Limit	Time Period / Operating Scenario	Equipment	Testing / Monitoring Method	Underlying Applicable Requirements
1. Fuel	864 gal/day ¹	Calendar day.	FG-TESTCELLS	SC VI.2	R 336.1225
2. Fuel	73,000 gal/yr	12-month rolling time period as determined at the end of each calendar month.	FG-TESTCELLS	SC VI.3	R 336.1205(1)(a) & (3), R 336.1225, 40 CFR 52.21(d)

3. The permittee shall only test engines burning gasoline, ethanol, or gasoline/ethanol blends in FG-TESTCELLS. (R 336.1205, R 336.1224, R 336.1225, 40 CFR 52.21(c) & (d))

III. PROCESS/OPERATIONAL RESTRICTIONS

NA

IV. DESIGN/EQUIPMENT PARAMETERS

1. The permittee shall install and operate a device to measure the total fuel usage in FG-TESTCELLS. **(R 336.1205(1)(a) & (3), R 336.1225, 40 CFR 52.21(d))**

V. TESTING/SAMPLING

Records shall be maintained on file for a period of five years. **(R 336.1201(3))**

1. The permittee shall verify the CO emission factor (lb/gal) in SC I.1 for FG-TESTCELLS by testing at owner's expense, in accordance with Department requirements within 5 years from the date of the last performance test and every 5 years thereafter. The testing shall be performed on one or more test cells, while the engine(s) to be tested are burning gasoline, under conditions which will produce the maximum emission rate. For compliance purposes, the hourly emission rate is the average of the multiple test runs as specified by the testing method. Testing shall be performed using an approved EPA Method listed in 40 CFR Part 60, Appendix A and B. No less than 60 days prior to testing, the permittee shall submit a complete test plan to the AQD Technical Programs Unit and District Office. The AQD must approve the final plan prior to testing. Verification of emission rates includes the submittal of a complete report of the test results to the AQD Technical Programs Unit and District Office within 60 days following the last date of the test. **(R 336.1205(1)(a) & (3), R 336.2001, R 336.2003, R 336.2004, 40 CFR 52.21(d))**

VI. MONITORING/RECORDKEEPING

Records shall be maintained on file for a period of five years. **(R 336.1201(3))**

1. The permittee shall complete all required calculations in a format acceptable to the AQD District Supervisor by the last day of the calendar month, for the previous calendar month, unless otherwise specified in any monitoring/recordkeeping special condition. **(R 336.1205(1)(a) & (3), R 336.1225, 40 CFR 52.21(d))**
2. The permittee shall monitor and record, in a satisfactory manner, the total daily fuel use and the type of fuel used in FG-TESTCELLS for each calendar day that any of the emission units in FG-TESTCELLS were operated. **(R 336.1225)¹**
3. The permittee shall keep, in a satisfactory manner, monthly and 12-month rolling time period fuel use records for FG-TESTCELLS, as required by SC II.2. The permittee shall keep all records on file at the facility and make them available to the Department upon request. **(R 336.1205(1)(a) & (3), R 336.1225, 40 CFR 52.21(d))**
4. The permittee shall keep, in a satisfactory manner, monthly and 12-month rolling time period CO, benzene, 1,3-butadiene, formaldehyde, and acetaldehyde emission calculation records for FG-TESTCELLS, as required by SC I.2, I.3, I.4, I.5, and I.6, and Appendix A. The permittee shall keep all records on file at the facility and make them available to the Department upon request. **(R 336.1205(1)(a) & (3), R 336.1225)**

VII. REPORTING

NA

VIII. STACK/VENT RESTRICTIONS

The exhaust gases from the stacks listed in the table below shall be discharged unobstructed vertically upwards to the ambient air unless otherwise noted:

Stack & Vent ID	Maximum Exhaust Diameter/Dimensions (inches)	Minimum Height Above Ground (feet)	Underlying Applicable Requirements
1. SV-EF5A	20	48	R 336.1225, 40 CFR 52.21(c) & (d)
2. SV-EF5B	20	48	R 336.1225, 40 CFR 52.21(c) & (d)
3. SV-EF5C	20	48	R 336.1225, 40 CFR 52.21(c) & (d)
4. SV-EF5D	20	48	R 336.1225, 40 CFR 52.21(c) & (d)
5. SV-EF5E	6	48	R 336.1225, 40 CFR 52.21(c) & (d)

IX. OTHER REQUIREMENTS

NA

Footnotes:

¹This condition is state only enforceable and was established pursuant to Rule 201(1)(b).

APPENDIX A
Procedures for Calculating Annual Emissions

The permittee shall demonstrate compliance with the CO, benzene, 1,3-butadiene, formaldehyde, and acetaldehyde emission limits (SC I.2, I.3, I.4, I.5, and I.6) by keeping track of fuel usage for FG-TESTCELLS and multiplying that fuel usage by an equipment-specific emission factor. The emission factors are typically expressed as the mass of pollutant per unit of fuel.

The permittee shall use the following emission factors for FG-TESTCELLS, unless other emission factors become available from source specific testing (stack testing). If emission factors from other sources are used, the permittee shall obtain the approval of the AQD District Supervisor before using the emission factors to calculate emissions.

Pollutant	Emission Factor (lb/gal fuel)
CO	6.57
Benzene	6.14×10^{-3}
1,3-butadiene	2.07×10^{-3}
formaldehyde	3.39×10^{-3}
acetaldehyde	2.41×10^{-2}



March 14, 2018



T4 P1 585 *****AUTO**ALL FOR AADC 493

Cascade Township
2865 Thornhills Ave. SE
Grand Rapids, MI 49546-7195

Dear Franchise Official:

This letter is to inform you that the following channel found on Spectrum TV Silver/Digi Tier 1 will be available on Spectrum Select service effective on or after April 12, 2018:

- Fusion Network on channel 321 and 833 (HD)

Moving this channel to Spectrum Select will provide customers with network availability without the need to subscribe to the Spectrum Silver/Digi Tier 1 service level going forward. The channel numbers will remain the same.

Charter Communications customers in your community are already receiving information regarding this new addition.

If you have any questions related to this change, please do not hesitate to contact me at (616) 607-2377.

Sincerely,

Marilyn Passmore
Director, State Government Affairs, Michigan
Charter Communications



March 29, 2018

Mr. Benjamin Swayze, Manager
Cascade Township
2865 Thornhills Ave. SE
Grand Rapids, MI 49546

RE: Important Information—Channel Lineup Changes

Dear Mr. Swayze:

I am contacting you today regarding upcoming programming changes in Cascade. The changes are as follows and are effective May 10, 2018. Customers are being notified of these changes via bill message.

- We will no longer carry the Cartoon Network, Disney Channel, and Food Network on the Digital Economy tier. These channels will be available on our Digital Starter service.
- We will no longer carry Disney Jr, Disney XD, ESPNU, ESPN News, NFL Network, Nick Jr, Nick Toons and Teen Nick will no longer be included in Xfinity Instant TV.

We know you may have questions about these changes. If I can be of any further assistance, please contact me at 616-575-0479.

Sincerely,

Jeffrey Snyder
Manager of External Affairs
Comcast, Heartland Region
3500 Patterson Ave. SE
Grand Rapids, MI 49512



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
GRAND RAPIDS DISTRICT OFFICE



C. HEIDI GREYER
DIRECTOR

March 29, 2018

CERTIFIED MAIL – 7017 2680 0000 0951 5355
RETURN RECEIPT REQUESTED

Mr. Casey W. Ries
Airport Engineering & Facilities Director
Gerald R. Ford International Airport
5500 44th Street, SE
Grand Rapids, Michigan 49512

Dear Mr. Ries:

SUBJECT: Part 201 Information Request – Use of Firefighting Foam at the
Gerald R. Ford International Airport, 5500 44th Street, SE,
Kent County, Michigan

Thank you for the conference call this afternoon to discuss your concern with firefighting foam at the Gerald R. Ford International Airport located at 5500 44th Street, SE, Grand Rapids, Michigan (Site). As discussed, the DEQ does not have any information on PFAS use or environmental data at the site and is requesting you to provide information related to current and historic use at the site.

The Department of Environmental Quality (DEQ), Remediation and Redevelopment Division (RRD), has received inquiries today regarding the Site's historic use of firefighting foam as part of routine fire protection and safety practices. Certain types of firefighting foam (e.g., aqueous film forming foams or AFFF) contain per- and polyfluoroalkyl substances (PFAS), and, more specifically, the hazardous substances perfluorooctanoic acid (PFOA) or perfluorooctanesulfonic acid (PFOS). As of January 10, 2018, groundwater criteria for drinking water protection for PFOA and PFOS were established by the DEQ under the authority of Part 201, Environmental Remediation, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA). The groundwater criteria for drinking water protection is 0.07 ug/L (70 parts per trillion) for the combined concentrations of PFOA and PFOS.

Section 20117(1) of NREPA provides that the DEQ may require a person to furnish information relating to:

- a) The identification, nature, and quantity of materials that have been generated, treated, stored, handled, or disposed of at or transported to a facility.
- b) The nature or extent of a release or threatened release at or from a facility.

Pursuant to the NREPA, the DEQ is seeking the following information related to the use of PFAS-containing substances from Gerald R. Ford International Airport:

- 1) Was AFFF firefighting foam containing PFOA or PFOS used for training or other fire suppression purposes at the Site?
- 2) During what period were PFAS-containing firefighting foams used, and at what frequency (e.g., quarterly, annually)?
- 3) In what locations were PFAS-containing firefighting foams used at the Site?
- 4) Was PFAS-containing firefighting foam stored at the Site, at what location, and has there been any evidence of a release of foam to the environment from the storage location? Is there currently any storage of PFAS-containing firefighting foam at the site?

The DEQ is requesting that the Airport provide responses to these questions within 14 days of receipt of this letter. If information provided by the Airport indicates the likely release of PFOA or PFOS to the environment at levels above the established Part 201 criteria, the DEQ will request that a workplan be submitted describing proposed actions to define the nature and extent of PFOA/PFOS, and to conduct response activities as necessary to protect public health and the environment.

The Part 201 statute and rules can be found in its entirety at the DEQ Web site: www.michigan.gov/deq, by clicking on "Land," "Land Remediation & Redevelopment," then "Site Investigation and Remediation."

As mentioned in our conversation today, the DEQ believes this situation must be addressed in a timely manner. We are available to answer questions as needed to assist the Airport in developing a plan to implement an investigation. If you should have further questions or would like to schedule a meeting, please contact me at the number below.

Sincerely,



Abigail Hendershott
District Supervisor
Grand Rapids District Office
Remediation and Redevelopment Division
616-888-0528
HendershottA@michigan.gov

cc: Ms. Sara Simmonds, Kent County Health Department
Mr. Ben Swayze, Cascade Township
Ms. Carol Issacs, MPART
Ms. Susan Leeming, DEQ
Ms. Kathleen Shirey, DEQ
Mr. David Bandlow, DEQ
Mr. Mike Worm, DEQ
Mr. Ryan Grant, DEQ

EXECUTIVE
OFFICE



CITY OF GRAND RAPIDS

March 20, 2018

Drinking Water and Municipal Assistance Division
Michigan Department of Environmental Quality
ATTN: Suzann Ruch
P.O. Box 30817
Lansing, Michigan 48909-8311

Dear Ms. Ruch:

The City of Grand Rapids (City) provides water and sewer services to its partner communities under an agreement pursuant to the Urban Cooperation Act. The arrangement is overseen by the Utility Advisory Board (Board) which is comprised of the City and all of the municipalities served (Ada Township, Cascade Charter Township, City of East Grand Rapids, Grand Rapids Charter Township, City of Kentwood, Tallmadge Charter Township, Ottawa County, Gaines Township, Caledonia Township, City of Walker, and Wright Township). The Board writes to you today to express serious concerns with some of the rule changes that are being proposed by the Department of Environmental Quality (DEQ) and discussed by the Michigan Lead and Copper Rule Stakeholder workgroup.

We all agree that protecting the public and providing safe drinking water for all is a non-negotiable critical outcome that must be achieved. We also agree that the rule making process is the correct vehicle to make these changes. While the goal of removing lead service lines (LSL) from the water system is a shared vision for all of our members, the approach and some of the draft rule changes are concerning. We strongly urge you to consider best practices and the use of data to drive these decisions to protect public health.

Our concerns are focused on three main rule changes recommended by MDEQ: 1) the replacement of all lead service lines (full lead service line) within 20 years should a 90th percentile lead level of 5 ppb be exceeded; 2) requirement for updated distribution system materials inventories, preliminary inventory by 1/1/2020 and certified inventory by 1/1/2024; 3) requirement for supply to sample water from homes where the property owner declined to have the private portion of the service line replaced at system cost; and 4) sampling and testing requirement change from the current 3-year cycle to an annual requirement. Our specific concerns are detailed below along with a specific recommended alternative that will accomplish our joint goal of protecting the public and ensuring that safe drinking water is available to all Michiganders.

Full Lead Service Line Replacement within 20 years

Current Rule:

Supplies not required to remove lead service lines unless Lead Action Level of 15 ppb is exceeded after corrosion control treatment is installed.

DEQ Proposed Rule:

Supplies required to remove lead service lines if Lead Action Level of 10 ppb is exceeded after corrosion control treatment is installed. Also, supplies are required to remove lead service lines if supply exceeds 5 ppb for their 90th percentile lead level.

City Observation/Concern:

We support full lead service line replacement so long as it is tied to a municipality's asset management plan. We support and encourage the recommendation from the Governor's 21st Century Infrastructure Commission report regarding asset management. Both that it is critical that an asset management process is utilized and that common-sense, outcome-based regulation is crucial to the success of implementation. Our communities have all engaged in the asset management process and have begun to operationalize these plans including lead service line replacement.

The linkage to impacts on other asset classes is also critical to understand. For example, linking LSL replacement to water system asset management would enable service line replacement at the time of street reconstruction. A 20 year schedule would require communities to damage streets in good and fair condition after they have been reconstructed or rehabilitated.

Moreover, all of our members are well below the current lead action level of 15 ppb. In the Grand Rapids service area, implementation of the 20 year rule would increase water rates another 25% for 20 years.

City Recommendation:

The 20-year requirement would be waived for water supplies consistently showing a commitment to water quality by taking steps as indicated below:

- Maintain a ppb at or below 75% of the Lead Action Level for a minimum of 3 years;
- Asset management plan includes lead service line replacement;
- Utilization of effective corrosion reduction, such as phosphates, to reduce corrosion and coat and treat the lead pipes; and
- We also strongly urge inclusion of abatement as an option to allow for innovative technology and solutions to lead service line replacement.
- The proposed rules should not become effective until legislation is signed into law that expressly authorizes water systems to expend rate payer dollars on private portions of existing water services.

Permissive language that would allow a municipality the option to work with the building owner to pay for and replace the lead service line under the building owner's control is encouraged.

Distribution System Materials Inventory and Lead Copper Tap Sampling Pool

Current Rule:

Many supplies still using their original distribution system materials evaluation. Original evaluations are not required to be submitted to the state.

DEQ Proposed Rule:

By January 1, 2024, supplies shall submit to the DEQ a complete distribution system materials inventory, including verification method in a form and manner specified by the DEQ.

City Observation/Concern:

The preliminary and verified inventory requirements are well intentioned and the Utility Advisory Board (UAB) members have already completed an inventory analysis of their systems. However, the inventory from the public right of way to the home and within the home cannot be "verified" to a level of known certainty where we can certify exact knowledge. As stewards protecting the public, we agree that we should have an inventory of the public portion of water service lines.

City Recommendation:

Any inventory of private service lines should be qualified as "based on the information available and provided to date, the municipality or supply verifies the inventory, by January 1, 2024"

Partial Lead Service Line Replacement Sampling Requirements

Current Rule:

None

Proposed DEQ Rule:

Supply is required to collect sample from property within 3 days where supply has removed public lead service line and property owner has declined to have supply pay and remove the private lead service line.

City Observation/Concern:

This rule places an extreme amount of risk on the supply as a result of a private property owner's decision. Under this proposed rule, should the sample come back with lead present, the supply will be required to include this in our lead and copper sampling pool thus exposing the supply to the risk of exceeding the proposed LAL of 10 ppb as well as the arbitrary 5 ppb threshold for the 90th percentile lead levels. Any exceedance of these levels would create obvious financial hardship for the supply rate payers as a result of the proposed annual sampling and 5% lead service line replacements.

City Recommendation:

Should a partial lead service line be left in place as a result of the property owner declining to accept a system funded replacement, additional education materials shall be presented to the property owner informing them of the risks of a lead release from their partial lead service line and direct them to the local health department for additional testing on the water service.

Lead and Copper Tap Sampling – Sites and Frequency

Current Rule:

Supplies can reduce lead and copper rule sampling to every three years if they meet certain testing outcomes.

Proposed DEQ Rule:

Supplies can reduce their lead and copper rule sampling to every three years if they meet certain testing outcomes. However, if the supply exceeds 5 ppb for their 90th percentile lead level, they would be required to sample annually.

City Observation/Concern:

The proposed rule would increase sampling from once every 3 years to annual sampling should the supply exceed 5 ppb in their 90th percentile lead levels. If optimal corrosion control treatment is in place, and at or below 75% of the Lead Action Level or below, there is no reason for annual sampling. The rule should be drafted to focus on water supplies that have demonstrated lead action levels that exceed the proposed 10 ppb or where optimal corrosion control treatment is not installed. Pushing the arbitrary level to 5 ppb places an extraordinary burden and risk to the supply when there is no science to support the level being mandated by the DEQ.

City Recommendation:

Allow water supplies with optimal corrosion control treatment in place and Lead Action Levels of at or below 75% of the lead action level ppb to continue with sampling every 3 years.

Communities like all within the UAB with a water supply that consistently remains well below the current actionable threshold and who have optimal corrosion control treatment in place, and make investment based on an asset management plan, should not be subject to annual testing. This will result in increased cost to the water supply and ultimately the customers and residents with no corresponding increase in protection or assurances for safe drinking water.

The Board supports the use of increased reporting and transparency in this process and agrees that more stringent requirements are needed. However, data must drive the outcomes in this process and with these rule changes.

Strong consideration should be given to both public health and to the impact on rate payers, especially those within our communities with limited resources or fixed incomes. Perhaps an appropriation from the new State Infrastructure Fund could be utilized to invest in this outcome.

We appreciate the opportunity to have been a part of the stakeholder workgroup and we encourage consideration of our concerns and proposed language changes.

Please don't hesitate to contact me at 616-456-3119 if you have any questions.

Sincerely,



Eric R. DeLong
Interim City Manager

cc: UAB Members

TOWNSHIP BOARD MEMORANDUM

To: Cascade Charter Township Board
From: Steve Peterson, Community Development Director
Subject: Consider Recommendation to hire Planning Consultant
for Master Plan update.
Meeting Date: April 25, 2018

Staff is recommending Williams and Works for the Master Plan update project. Our Master Plan is required to be updated every 10 years and our last plan was adopted in 2009. This new project will take approximately 12 months to complete so adoption of this new plan is planned for early 2019. The consultant is being recommended from a total of 3 proposals. The proposals met all of the requirements of the Request for Proposals (RFP). The prices ranged \$85,000 to \$97,000.

Williams and Works is being recommended based on our past experience working with them, their ability to meet the objectives of the RFP and their price. Williams and Works has given the Township a price of \$85,675 to complete this project. This number includes a number of different public input opportunities, a digital master plan, three 3D renderings of the village redevelopment options, as well as an interactive project website among others.

Staff is recommending that you approve the request for Williams and Works for an amount of \$85,675 and authorize staff to complete the contract so work may begin on the project.

Cc: copy of proposal



MASTER LAND USE PLAN **PROPOSAL**

williams&works

MKSK

 **BARNES &
THORNBURG** LLP

March 29, 2018

Mr. Steve Peterson
Township Planner
2865 Thornhills Avenue SE
Grand Rapids, MI 49546

RE: Cascade Charter Township Master Land Use Plan

Dear Mr. Peterson,

How exciting to have the opportunity to continue our longstanding relationship serving Cascade Charter Township with planning services. As you know, we completed the current Master Plan (which has been successfully implemented), the 5-year Parks and Recreation Plan, and the DDA's Tax Increment Financing and Development Plan. Cascade Township has an impressive trajectory and comendable history of setting grand visions and determining sound strategy for achieving its goals.

We are pleased to submit this proposal to you with our team member, MKSK, which outlines our qualifications and a suggested work scope to assist the Township in updating the Plan. We have presented our services as outlined in the RFP, but we are open to further tailoring and refining our approach to meet the Township's needs. We are confident that our approach is an efficient and productive process, and our longstanding presence in West Michigan demonstrates that we have a keen understanding of the community and some of the issues it faces.

We are approaching this Master Plan in a new way. Several of these shifts are the result of evolving our craft, and since we are both consultants and staff planners, we understand what it takes to make a plan that is useful for not just administrators, but also citizenry. A few things we propose:

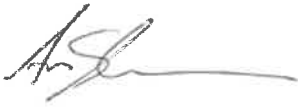
- A web-based plan (Yes, this is correct. We would like to pioneer the first digital Master Plan in West Michigan. It will be graphics-based and user-friendly. Certainly, there will be printable-pages, but the plan deliverable will be a website.)
- Engagement at the back end. (We are confident that many of the overarching goals in the current plan won't change...most people still want a thriving community, rural character, a healthy community, and sound environmental practices. Therefore, we propose completing some of the remaining tasks from the 2009 plan up-front, and using those results to host community conversations about trade-offs, trends, and changing conditions in the Township.)
- Education versus open-ended input. (Residents and stakeholders need to understand tradeoffs to be able to provide direction in meaningful ways, and often times asking for new services comes with a financial responsibility. We will find tools to help explain to residents these tradeoffs and making choices about future Township services.)

The input of Township staff, policy-makers, coupled with a creative and effective public engagement process will be key to a successful effort. Our approach will result in a Plan founded on objective data and molded by Township residents, business owners and public officials. It will reflect the desires and perceptions of residents throughout the community, represent diverse interests and priorities, and ensure that the Plan will serve the Township well into the future.

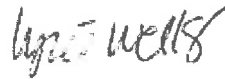
Please feel free to call or email me if you have any questions regarding our services, and we look forward to discussing our approach with you further in a personal interview.

Sincerely,

Williams & Works



Andy Moore, AICP
Associate Planner / Project Manager



Lynee Wells, AICP
Principal-in-Charge of Planning

PROJECT Understanding

Cascade Township has an impressive history of visionary planning in the West Michigan region. With strong industry, thriving commercial corridors and office enclaves, the Township is truly a place to live, work, play, and learn. Award-winning schools help draw new residents to the Township, but with all of these amenities also come challenges. Two challenges remain from the 2009 Master Plan, and perhaps more will emerge. First, the Township does not own or control the design of the largest set of public assets, its public realm (roadways). Second, the Township continues to lack a defined “center of town.” Some attempts have been made, and there is progress, however, this Master Plan process must dig deeper into the potential redevelopment of the Village, and connecting assets like the Township Hall, Library, and River together.

It is imperative that the new Master Plan balances new development and ideas with the preservation of the long-established community character that many residents have embraced over the years. The new Plan will not be a document that sits on the shelf, only to be dusted off when a rezoning decision is needed. Instead, it will contemplate clear strategies for implementation and hold the Township accountable for accomplishing the actions included. The plan will be crafted to ensure that recommended actions are appropriate, feasible, and achievable.

STATUTORY REQUIREMENTS

To ensure the plan’s validity, we will also ensure that all state-required content is included and that the planning process adheres to the requirements of the Michigan Planning Enabling Act, (Act 33 of 2008) as amended. Our team will assist with drafting all necessary notices and correspondence to ensure that state requirements are met and that a true collaborative effort is promoted.

TECHNICAL REVIEW AND EDGE MATCHING

Many of the revised Master Plan’s policies and assumptions must be informed by a thorough review and analysis of community data. This type of data-driven assessment of the community is valuable to both inform the public of how the community has evolved and to ensure that planning and zoning policies and decisions are based on objective data, and not misplaced assumptions or outdated perceptions.

Information gathered will include mapping and land use data, demographics, traffic counts, utilities, public facilities, and other information.

DIGITAL PLAN

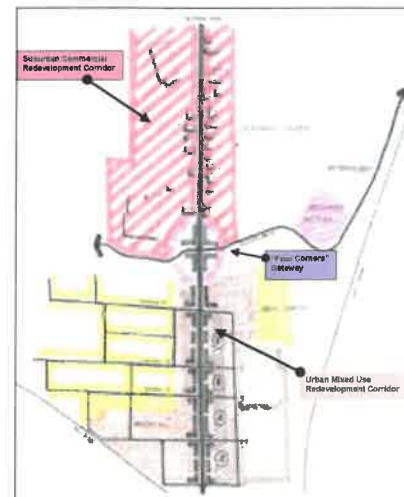
The revised Master Plan will be compelling and reader-friendly utilizing modern, graphic designs and be delivered as a website. Certainly, pages will be printable-but the plan will be 100% web-based and have links to commonly used sections like future land use, zoning plan, complete streets, goals and objectives, and existing conditions.

PUBLIC ENGAGEMENT

An engaged citizenry is of the utmost importance if a Master Plan is to effectively address the needs and desires of a community’s residents, business owners, visitors, and its elected and appointed officials. The planning process must be proactive in engaging the public to help guide land use policy and involve input from citizens, business owners, the DDA, educators, school children, and local officials to ensure a clear vision for the community. Not only does public input provide important insights into the nuances of the Township, it also builds a base of constituents committed to the plan and ready to champion its implementation.



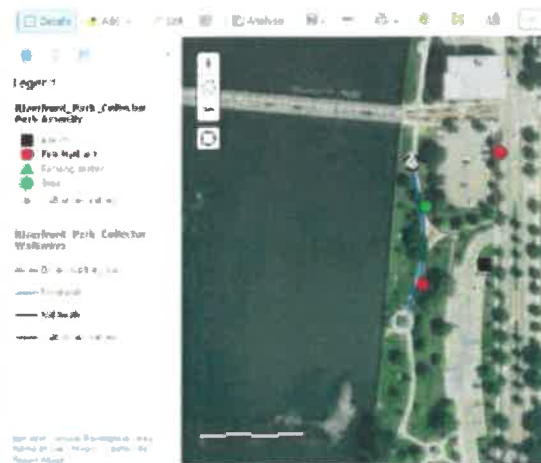
GIS analysis of future land uses in Blendon and Georgetown Townships in Ottawa County.



Existing and future subplan for the Village will be a section in the new Master Plan

The planning process should include input and engagement representing all demographics and interests of the community: young and old, owners and renters, employed and unemployed, and everyone in between. Our team understands that public engagement - when well planned, meaningful, fun and strategically executed - elevates people's understanding of planning and design and how the built environment shapes our perceptions of place and ultimately affects quality of life. The public engagement strategies outlined in this proposal are both effective and efficient and will solicit input from a broad spectrum of the community.

The Township Master Plan will utilize a collaborative and multi-faceted approach to public engagement. We will solicit feedback that can address issues in specific areas of the Township using ArcGIS Online and will utilize Mentimeter during the community Design Day to allow for interactive polling and sharing results with participants instantly. This will focus on trade offs and ensuring that the public has a keen idea about costs versus benefits.



ArcGIS Online allows for interactive mapping to highlight key areas of the Township in need to attention or input from residents

TRANSPORTATION

The Transportation System has a tremendous influence on the quality of life in Cascade Township. The public's ability to travel easily and safely by car within the township and other destinations in the Metro Region is one of the factors that attracts residents and employers. But transportation systems and expectations have and will continue to change. Cascade Township has placed more emphasis on "Complete Streets" that still consider vehicles but also promote more priority for travel by bicyclists, pedestrians and transit users. Technology is also gradually changing travel patterns such as use of carshare services (Uber, Lyft), real-time information on Smart Phones and the upcoming age of autonomous vehicles. Addressing these evolving and complex issues is further complicated because the roads in the Township are under jurisdiction of the Kent County Road Commission and MDOT.

Our approach considers all those factors. We will begin with a review of the traditional traffic data (functional classification, traffic counts, forecasts by the GVMC, concentrations of crashes, and major routes for goods movement (trucks). In addition, we will evaluate and map out the system for other types of users. This will include a map of major destinations, The Rapid bus routes and ridership, general and rating of the pedestrian and bicycle system. All of this will be related to existing and planned land use patterns. Using this methodology, we will develop a layered network for vehicles, transit, pedestrian and bicyclists. This framework map will help identify key areas or corridors where changes may be desired. We will supplement that future transportation system map or maps, with typical cross sections for select street types. These will illustrate recommendations for street redesigns for certain locations that emphasize non-motorized travel including the Village area. We will also audit the Township policies and regulations to identify changes that would help implement Master Plan recommendations.

INCORPORATION

We will provide a general overview (white paper) of the key distinctions between charter townships and home rule cities under Michigan law which will include topics such as debt limitations, taxation, revenue sharing and roads, and general governmental powers and authority. We expect to work closely with the Township in the development of timelines and tasks necessary to accomplish incorporation, and provide analysis with respect to pros and cons for consideration.

BRANDING AND IDENTITY

Having a brand and logo for your Master Plan helps build momentum for the Plan, but also the community. We have found that many communities use the brand to parlay into other community initiatives. With a web-based plan, we propose that this branding complement the Township's existing brand, but also be leveraged into a refresh of the community's identity. We will also conduct research and prepare a memorandum about the potential for a Cascade zip code or post office, another aspect of community identity.

PHASE 1 Kick-off

The initial step will be to meet with Township staff and the Planning Commission to formally kick-off the project. This meeting will address housekeeping issues such as timeframe, milestones, and expectations. The purpose of the Planning Commission meeting will be to discuss the goals and objectives of the plan and to discuss the civic engagement effort.

Further, as part of the kick-off, we also propose a mobile tour of the Township with staff and Township officials. The purpose of this tour will be to examine the physical conditions of the Township, identify development or redevelopment opportunities, and to generally discuss development patterns, assets, opportunities, and constraints. In the background, the project team will begin a formal review and assessment of the current Master Plan and begin assembling data in advance of phase two.

We will also prepare three memorandums during this phase, which are hold-over items from the current Master Plan, including the analysis about incorporation, Township identity related to a Cascade zip code/post office, and utility analysis about pinch points. It will be helpful to have these items early in the process to help guide future discussions, especially related to road design and complete streets, and growth management. We will coordinate with the Township's engineer for some of the base information related to utilities.

In addition, we will establish an interactive project website to provide a digital engagement platform for public involvement. This will also form the basis for the new master plan. The project website will include project news, reports, and interactive online maps which will allow for the public to post and comment on a map of the Township. Additionally, a project-specific Facebook page will be created to establish a social media presence to provide additional avenues to access information regarding the development of the plan.

Results/Deliverables:

- All notices required by the MPEA.
- Clear understanding of civic engagement effort, issues and challenges facing the Township.
- Report discussing mobile tour and results
- White paper about incorporation
- Memorandum about a Township zip code/post office
- Project website and Facebook (URLs to be determined)
- Meetings with Township staff/officials (2)

TIMELINE

PHASE 1

May

June

PHASE 2

July

August

September

October

November

PHASE 3

December

January

PHASE 4

February

March



PHASE 2 Engagement, Data Development & Analysis

TIMELINE

PHASE 1

May

June

PHASE 2

July

August

September

October

November

PHASE 3

December

January

PHASE 4

February

March

The second phase builds the data-driven foundation of the Master Plan. Using information gathered from the mobile tour along with data from Kent County, REGIS, GVSU, the US Census Bureau and other organizations, the planning team will develop a current assessment of Cascade Township that includes text, maps, charts, infographics and tables that effectively compare and contrast the Township with other Grand Rapids metro-area communities. Areas of focus will be land use “edge matching” along the Township’s municipal boundaries, population and demographic trends, housing, traffic patterns, utilities, and land use. This analysis will help to define Cascade’s role in the larger Grand Rapid metro area and provide objective information for the Township to use as it defines its future over the next several decades.

This phase will also include several public participation strategies. We will work with Township staff on defining the desired formats, but this proposal includes the following:

1. Community Education and Fun Facts will kick off the community engagement. This will be a public education campaign, where facts and figures about the community, including recent “successes” will be celebrated and widely shared. This helps the general public have a common understanding about the Township, before weighing in on decisions related to growth and development.
2. Community Design Day, with emphasis topics related to the Village, transportation and roads, and land use. During the Design Day, we will invite representatives from various community organizations and entities, especially around topics related to roads, to have a deep dive into the challenges and constraints to building complete streets. Later in the day, we will focus on the Village center planning effort, and invite adjacent property owners, the DDA, and others for a focused conversation about the desired look, feel, design, and use mix.
3. Georeferenced public input using ArcGIS Online, asking residents to indicate on a map using their PC, smartphone or tablet where street, sidewalk or other public improvements are needed.



PHASE 2 Engagement, Data Development & Analysis

TIMELINE

PHASE 1

May

June

PHASE 2

July

August

September

October

November

PHASE 3

December

January

PHASE 4

February

March

Additional options for public involvement include the following:

1. An open house style meeting with several staffed interactive stations for participants. For instance:
 - Where do you live, work, and visit?
 - Identify opportunities, positives, and negatives.
 - What street and sidewalk improvements are needed?
 - **What defines the Township?**
 - Rank the priorities from the existing and subsequent plans?
2. An online community survey that can be designed to allow for comparison with previous survey efforts.

The purpose of these community engagement efforts will be to gather information, but more importantly, engage citizens in the planning process. The act of marking up a map, drawing, and conversing, will allow citizens to be a part of the process. This phase will conclude with an outcome report that will provide citizens and officials with a summary of the engagement efforts and input received.

Results/Deliverables:

- Detailed assessment report of community including data, maps, charts, and analysis
- Community Design Day with community residents, leaders, and stakeholders
- Digital mapping tool and promotion of on-line engagement
- Ongoing updates to website and Facebook
- 3D renderings of The Village with 3 concept plans for redevelopment
- Meetings with Township staff/officials (4)



PHASE 3 Draft Master Plan

TIMELINE

The third phase takes the desires of the community and stakeholders, coupled with best planning and design practices, and delivers complete narratives, mapping, goals and objectives, and strategies for implementation. Detail-rich, compelling graphics will accompany text making the plan visually appealing and easy to comprehend. Goals, principles, actions, and a future land use map and plan will be based on valuable input from the first two phases.

In addition to the above, the digital Master Plan will include:

- Background data and fun facts (including data on transportation, utilities and utility extensions)
- An economic development strategy identifying key properties for redevelopment following RRC principles
- A zoning plan (we will prepare a memo outlining any future zoning amendment recommendations)
- Future land use map
- Implementation

During this period, we will meet with Township staff and/or the Planning Commission to develop and refine goals and objectives and future land use mapping designations and narratives. The initial draft of the Master Plan will also be presented to the Planning Commission during this phase prior to preparation of the formal draft in phase four.



PHASE 1

May

June

PHASE 2

July

August

September

October

November

PHASE 3

December

January

PHASE 4

February

March

PHASE 4 Adoption

The consultant team will review and incorporate comments gathered during the third phase and prepare the Master Plan draft for consideration by the Planning Commission. From this point, the Planning Commission will request authorization from the Township Board to distribute the plan for the state-required 63-day review. After the review, the Planning Commission will hold an official public hearing and the consultant team will present the draft Master Plan update to the public. After a recommendation by the Planning Commission, the Township Board will review and approve the plan. We will also prepare a poster synopsis of the Master Plan to distribute and hang at the Township Hall.

Results/Deliverables:

- Final draft Master Plan website for public review
- Ongoing updates to website and Facebook
- All notices required by MPEA
- Meetings with Township staff/officials (4)
- Poster Synopsis of the Master Plan



FEE SCHEDULE

Professional fees associated with the described scope of work for the 2018/19 Cascade Master Plan are proposed to be billed on a monthly reimbursable basis in the following amounts:

FEES BY PROJECT PHASE

PROJECT PHASE	FEES
Phase 1 - Kickoff	\$22,150
Phase 2 - Data Development and Analysis	\$28,035
Phase 3 - Draft Master Plan	\$24,570
Phase 4 - Adoption	\$10,920

TOTAL FEES FOR 2018/19 CASCADE MASTER PLAN UPDATE:

\$85,675

TOTAL MEETINGS: **10**

Fees for additional meetings in excess of the ten proposed are approximately \$200 per meeting.

2018 STAFF RATES

The staff identified in the following pages will be assigned to this project. The project manager will be Lynee Wells, AICP with support from Brad Strader, AICP with MKSK. Support staff will assist with research, design and development, graphics and engagement. Mr. Scott Dienes with Barnes & Thornberg will provide legal review of the items related to incorporation.

STAFF	HOURLY RATE
Principal	\$125
Project Manager/Designer	\$100
Urban Design/Transportation	\$115
Planner/GIS	\$87
Clerical/Graphics	\$45

INSURANCE/DISCLOSURE/OMISSION OF SERVICES

All firms carry insurance and will provide evidence upon contract review and approval. There are no conflicts of interest, and we have no omission of services identified.

williams&works

engineers | surveyors | planners

OUR STORY

Williams & Works is an employee-owned company dedicated to providing the highest level of service to our clients. Many of our clients have been with us for decades, and have come to rely on the professional, honest and thorough level of service we provide. At Williams & Works, we build relationships with our clients and work with them, not for them. We bring a team approach to our assignments and constantly strive to be more efficient and economical in our business practices.

OUR TEAM

Williams & Works is directed by 7 principals:

- Lynee Wells, AICP
- Jim Leitch, PS
- Larry Albaugh, PS
- Bill McClure
- Dave Austin, PE
- Brandon Mieras, PE
- Dan Whalen, PE

With a total of 43 employees and growing, we are a multi-generational consulting firm of planners, engineers, surveyors, and other professionals, and we are:

- Dedicated to client service and satisfaction serving a diverse array of needs
- Providers of quality customer experience from project conception to implementation
- Interdisciplinary and holistic in our approach to creative challenges
- Forward-focused with a commitment to sustainable solutions in land use decisions, community development, and economic strategy

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williams&works

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(616) 224 - 1501 fax
(800) 224 - 1590 toll free
contact@williams-works.com



ANDY MOORE, AICP

associate planner + project manager

moore@williams-works.com



EDUCATION

B.S., Geography
Grand Valley State University

Andy Moore is a planner and project manager for the Williams & Works planning group. He works with numerous clients throughout West Michigan in all facets of community planning and zoning, ranging from the development of new Master Plans and Zoning Ordinances to assistance with day-to-day planning issues for client communities.

REGISTRATIONS AND CERTIFICATIONS

American Institute of Certified Planners

PROFESSIONAL AFFILIATIONS

American Planning Association
Michigan Association of Planning
Kent Career Technical Center
Engineering / Draft Advisory Committee
Grand Valley State University
Distinguished Alumnus-in-Residence Geography and Planning (2012)

He joined Williams & Works in 2004 after receiving his undergraduate degree from Grand Valley State University. In 2012, he was honored by GVSU's Geography and Planning department as their Distinguished Alumnus-in-Residence. In addition to planning, he also provides GIS services and is one of the company's network administrators.

Before joining Williams & Works, Andy worked with Ottawa County GIS, the City of Grand Rapids Planning Department, and The Rapid, the Grand Rapids area mass transit system.



LYNEE WELLS, AICP

principal + planner

wells@williams-works.com



EDUCATION

M.S., Community and Regional Planning
University of New Mexico

B.A., Geography and Spanish
University of Iowa

REGISTRATIONS AND CERTIFICATIONS

Form Based Code Institute
American Institute of Certified Planners
Certificate of International Business, University of Iowa

PROFESSIONAL AFFILIATIONS

American Planning Association
Michigan Association of Planning
Professional Development Officer
Downtown Grand Rapids Inc., Chairwoman
Alliance for Livability, Board Member
Grand Valley Metro Council
Member, Representing City of Grand Rapids
City of Grand Rapids, Mobile GR
Commissioner

Lynee Wells is a community planner and project manager working with public and private sector clients. Lynee is a systems-thinker, connecting cause and effect through a shared education and engagement process unique to the time, place, and people involved. Interests include connectivity, livability, and inclusive and equitable places and processes.

Lynee led public engagement for the Laker Line Study leading to a locally-preferred alternative, and continues as engagement lead in the design and construction phase. Lynee organized Grand Rapid's first Build a Better Block on State Street installing the City's first protected bike lane (protected by rolls of sod). A subsequent project was the GR Urban Explorers, a multi-modal, urban day camp for kids. Both projects have won awards from the Michigan Chapter of the American Planning Association.

Lynee has served on the steering committees for GR Forward and the Calder Plaza redesign, and was lead planner for a Water Trails Feasibility Study with WMEAC and GVSU from New Buffalo to Ludington.



DAVID JIROUSEK, AICP

senior community planner

jirousek@williams-works.com



EDUCATION

Master of Community Planning
University of Cincinnati

B.A., Environmental Studies
Allegheny College

REGISTRATIONS AND CERTIFICATIONS

American Institute of Certified Planners
Form Based Code Institute

PROFESSIONAL AFFILIATIONS

American Planning Association
Michigan Association of Planning
Eastown Community Association
Board Secretary

David is an experienced community planning consultant and a former planning director, working in several capacities in both the private and public sectors over a 14-year career. Currently, David's responsibilities cover a wide spectrum of the planning profession: master planning, zoning ordinance preparation, development review and zoning administration. Additionally, David has received a certificate from the Form-Based Codes Institute for completion of the specialized training offered by the organization.

David brings practical insights and creative solutions to zoning and master planning projects, as well as a diverse perspective gained from working in communities that have experienced considerable expansion and those facing the challenges of infill growth and redevelopment. David has worked with Suttons Bay (MI) and Kennedale (TX) on full code rewrites with form-based districts, with Cedar Rapids (IA), Coldwater Township (MI) and Marshall Township (MI) on full zoning code updates, and zoning code technical reviews for Wilmington (NC), Bertrand Township (MI) and North Olmsted (OH). Additionally, David has also assisted the City of Plainwell (MI) and the City of Hart (MI) with their efforts to qualify as Redevelopment Ready Communities®.



MAX DILLIVAN, AICP

community planner

dillivan@williams-works.com



EDUCATION

Master of Urban and Regional Planning
Ball State University

B.S., Geography
Grand Valley State University

REGISTRATIONS AND CERTIFICATIONS

American Institute of Certified Planners

PROFESSIONAL AFFILIATIONS

American Planning Association
Michigan Association of Planning
Creston Neighborhood Association
Mayor's Millennial Advisory Board
(City of Grand Rapids)
Citizen Labs

With degrees in geography and urban planning, Maxwell brings the latest skills and techniques in the field providing services in planning and design. His focus is on public engagement platforms, graphics and 3-dimensional renderings, and physical mapping projects including creating and customizing GIS datasets and utilizing spatial analytic tools to better inform policy recommendations and decisions.

Maxwell has assisted a wide range of communities and private clients in developing motorized and non-motorized transportation plans, sub-area studies, parks and recreation plans, master (comprehensive) plans, and zoning ordinances. Maxwell recently developed the 2015 Cannon Township (MI) Master Plan and the WestSide Area Specific Plan (Grand Rapids, MI), and is currently assisting on the Byron Township Master Plan (MI), the Pedestrian, Greenway, and Transit Plan for the Kalamazoo (MI) region, and the Kalamazoo to Grand Rapids Non-Motorized Interurban Trail Plan.

Additionally, Max provides planning services in the form of project composition, site plan review, and on-going zoning consultation.



NATHAN MEHMED

community planner

mehmed@williams-works.com

Community Planning



GIS Mapping



Public Engagement Facilitation



Zoning Administration



Transportation Planning



EDUCATION

M.P.A., Urban and Regional Policy and Planning
Grand Valley State University

B.S., Geography and Planning
Grand Valley State University

REGISTRATIONS AND CERTIFICATIONS

American Institute of Certified Planners

Charrette System Certification Training
National Charrette Institute

Zoning Administrator Certificate
Michigan State University

PROFESSIONAL AFFILIATIONS

American Planning Association

Michigan Association of Planning

Michigan Communities Association of Mapping
Professionals

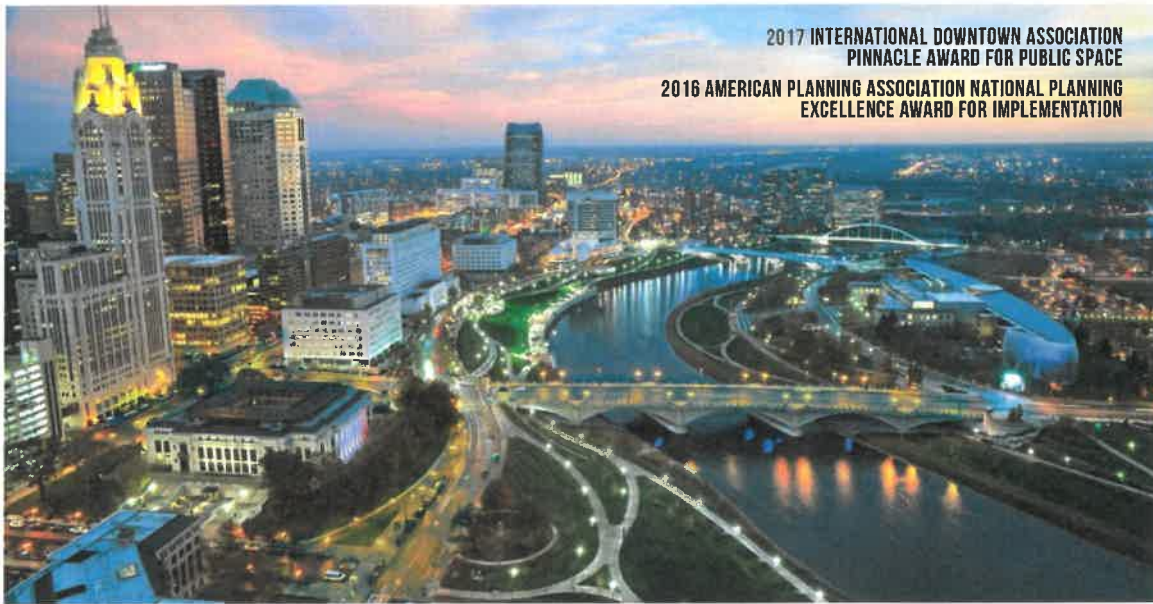
Gamma Theta Upsilon -International Geographic
Honor Society

Pi Alpha Alpha - International Honor Society for
Public Affairs and Administration

As a Community Planner for Williams & Works, Mr. Mehmed's responsibilities include urban planning for multiple clients, planning support, and GIS mapping utilizing the technical and theoretical knowledge of his diverse educational background. Before joining Williams & Works, Mr. Mehmed worked while pursuing his Master's Degree in Public Administration with the West Michigan Regional Planning Commission. Additional work experience includes employment with MainStreet Planning Company, Allendale Charter Township, and the City of Grand Haven Department of Planning and Community Development.

Mr. Mehmed has assisted a variety of communities with zoning administration, master plan updates, GIS projects, non-motorized plans, and recreation plans. More specifically, Nathan assisted the City of Belding DDA analyzing negative capture through GIS spatial analysis, allowing them to become fiscally robust once again.

In addition to professional roles, Nathan has served on multiple conference committees for the Michigan Association of Planning and volunteered to provide student mentoring at the Michigan Association of Planning Student Conference.



WE INVITE YOU TO EXPLORE THE CHARACTER OF OUR WORK—

Since 1990, MKSK has made an impact on the design and planning fields with creative solutions to a diversity of design challenges. A combination of creative problem solving and technical expertise has resulted in hundreds of built projects. With a studio of gifted professionals and a guiding principle of design excellence, MKSK strives to raise the standard of landscape architecture, land planning, and urban design services.

The firm's success is based on a team of design and planning professionals driven to push each project to a higher level of quality. With backgrounds in landscape architecture, land use and transportation planning, and urban design the staff brings a broad range of skills,

creativity and experience to each project. From concept to construction detailing, strategic planning to implementation, an emphasis on innovation is the hallmark of our design studios.

The diversity of projects and the consistent high-quality design expertise has created a growing sphere of recognition and respect for MKSK in the industry. From urban parks to environmental parks and from campus planning to community planning, the work of MKSK has generated a network of satisfied clients and users throughout the region, the country and abroad. With the goal of meeting new design challenges with fresh ideas, MKSK is at the forefront of the profession, leaving as a legacy the beauty of its craft on the land.

COLUMBUS	614.621.2796
COVINGTON	859.957.0957
DETROIT	313.652.1101
GREENVILLE	864.626.5715
INDIANAPOLIS	317.423.9600
LOUISVILLE	502.694.1416
WEST LAFAYETTE	765.250.9209

BRAD STRADER, AICP, PTP

Principal / Role: Principal-in-Charge and Project Manager for Transportation & Village Planning



BRAD ADVOCATES LINKING LAND USE WITH MULTI-MODAL TRANSPORTATION AND DESIGN TO CREATE VIBRANT PLACES.

Brad has more than 34 years experience in comprehensive planning, downtown and district plans, multi-modal transportation, and development regulations. His experience with transportation and corridor planning, land use, and complete streets reaches to communities throughout Michigan and other states. Brad has been involved in dozens of downtown and district plans, as the project manager or for expertise on transportation, parking, codes and implementation. He is a frequent lecturer on planning and transportation and placemaking topics at state, regional, and national conferences and training webinars and has presented several national seminars on innovative linkages between land use and transportation for ITE and AICP.

PROJECT EXPERIENCE

East Grand Rapids Master Plan

East Grand Rapids, Michigan

Shaping the Avenue Multi-Modal Transportation Plan,

Form-Based Code and Street Design Standards Manual

Lansing, East Lansing, Lansing & Meridian Townships, MI

Traverse City Multi-Modal Street Design Manual

Traverse City, Michigan

Experience Prior to MKSK:

Gerald R. Ford International Airport Access Improvement

Study & DDA Complete Streets Plan

Cascade Township, Michigan

Triangle District Plan, South Gateway District Plan,

Downtown Plan, and On-going Multi Modal Board Advising

Birmingham, Michigan

Southeast Grand Rapids Four Corners Study, Michigan

Street Area Corridor Plan

Grand Rapids, Michigan

Ann Arbor Multimodal Transportation Plan

Ann Arbor, Michigan

Downtown Plan and Healthy Living Campus District Plan

Kalamazoo, Michigan

Charleston Comprehensive Plan

Charleston, West Virginia

Peters Township Comprehensive Plan

Peters Township, Pennsylvania

EDUCATION

Michigan State University,

B.S., with Honors, in Urban Planning, 1983

REGISTRATION

Fellow, Institute of Transportation Engineers (FITE)

ITE Certified Professional Transportation Planner (PTP)

American Institute of Certified Planners

PROFESSIONAL AFFILIATIONS

American Planning Association

Transportation Research Board

Institute of Transportation Engineers

Congress for the New Urbanism

BOARDS & COMMISSIONS

TRB Access Management Committee, 2008-present

ITE Transportation Planning Council, Executive Committee,

Smart Community Task Force, Multi-Modal Transportation

Impact Assessment; Co-Author of the Training Program for

the Michigan Complete Street Coalition



MKSKSTUDIOS.COM

HALEY WOLFE

Designer / Role: Graphic Communication



HALEY BELIEVES THAT BECAUSE EVERYTHING IS A PART OF THE LANDSCAPE, A LANDSCAPE ARCHITECT MUST KNOW SOMETHING ABOUT EVERYTHING. SHE BELIEVES THAT DESIGNING ON MULTIPLE LAYERS WILL GENERATE SITES THAT ARE BOTH BEAUTIFUL AND SUSTAINABLE.

Haley's foundation in hospitality and mixed-use development drives her to create environments that are as memorable as they are functional. Her additional experience in hand-drawing fosters an intimate relationship with her designs and allows her to communicate in real-time. This background informs Haley's process from initial concept design to final construction of both private and public projects.

EDUCATION

The Ohio State University,

Bachelor of Science Landscape Architecture, 2014

PROJECT EXPERIENCE

Planned Urban Development

Washington Township, Michigan

St. Clair Shores Park & Recreation Plan Update

St. Clair Shores, Michigan

M-75 Access Management Ordinance

Boyne City, Michigan

Experience Prior to MKSK:

Hilton Clearwater Beach Hotel Renovation

Clearwater, Florida

Loews Miami Beach Hotel Renovation

Miami Beach, Florida

Bluewaters

Dubai, UAE

Aquaventure Expansion Master Plan

Atlantis, The Palm, Dubai, UAE

City Gate Cairo- Open Space Planning and Design

New Cairo, Egypt

Kingsbury Beach Hotel- Hotel & Waterpark

Negombo, Sri Lanka

Phu Quoc Island Villa Development- Open Space

Planning and Design

Phu Quoc, Vietnam



ERIC LUCAS, PLA, ASLA

Principal, Landscape Architect / Role: Urban Design Strategist



ERIC BELIEVES THAT THE PLANNING & DESIGN OF PUBLIC SPACES SHOULD PROVIDE STRONG SOCIAL AND HEALTH BENEFITS TO SOCIETY, WITH DESIGN CHOICES BASED ON SOUND REASONING AND A REGIONALLY APPROPRIATE CONTEXT.

Eric directs site-scale, neighborhood/district-scale, and city-scale projects for a wide variety of public and private clients throughout Indiana and the Midwest. His work focuses on strategically solving often difficult and complex issues of economic, environmental, social, and cultural themes. Eric seeks solutions that embrace the inherent sense of place, yet tie to a broader strategy of authenticity and identity. He believes that informed decision making and consensus building leads to ambitious, yet realistic and widely accepted solutions that value the "why" before the "how". Eric understands the all-important equation of leveraging private and public investment to create places that improve the quality of life in our cities.

PROJECT EXPERIENCE

Grand Rapids Market Avenue

Grand Rapids, Michigan

Re-State State Street Master Plan & Implementation

West Lafayette, Indiana

GM Stamping Plant Redevelopment/Riverfront Plan

Indianapolis, Indiana

West Side Strategic Plan & Airport TIF Implementation Plan

Indianapolis, Indiana

River West Great Places Investment Strategy

Indianapolis, Indiana

Certified Tech Park Master Plan & Redevelopment Strategy

Bloomington, Indiana

Nashville Village District Master Plan

Nashville, Indiana

Woerner Avenue Streetscape

Clarksville, Indiana

South Clarksville Redevelopment Plan

Clarksville, Indiana

Monroe County Urbanizing Area Plan

Monroe County, Indiana

EDUCATION

Ball State University, MLA, 2013

Purdue University, BS Landscape Architecture, 1997

REGISTRATION

Registered Landscape Architect, IN, MA

PROFESSIONAL AFFILIATIONS

American Society of Landscape Architects

Indiana Society of Landscape Architects

Urban Land Institute

BOARDS & COMMISSIONS

West Lafayette Public Arts Team, Chair, 2015 - current

Reconnecting to Our Waterways; White River Project

Manager, 2014, Steering Committee Member, Well-Being

Co-Chair, 2013

Purdue University Landscape Architecture Professional

Advisory Council



NIKKI POLIZZOTTO

Planner / Role: Community Engagement Support



NIKKI IS PASSIONATE ABOUT EQUITABLE COMMUNITY DEVELOPMENT INFORMED BY STRONG EVALUATION METRICS THAT CREATE SUCCESSFUL OUTCOMES.

Nikki has extensive experience with community engagement strategies. She is passionate about using research and meaningful engagement to improve the design and livability of cities and neighborhoods. Her background encompasses the research and analysis of commuting patterns and alternative modes of transportation and programming, marketing, managing various forms of public engagement, and grant writing. As a research assistant with the Palo Alto Research Center, Nikki also has experience in ethnographic interviews and analysis for user experience focused on urban mobility and timebanking.

PROJECT EXPERIENCE

East Grand Rapids Master Plan

Grand Rapids, Michigan

Detroit Downtown Mobility and Accessibility Plan

Detroit, Michigan

Parks and Recreation Master Plan Update

St. Clair Shores, Michigan

River Rouge Brownfield Redevelopment

River Rouge, Michigan

Experience Prior to MKSK:

Go Ave 26- First/last mile strategies for Northeast LA

Los Angeles, California

On Avalon - Economic Development Plan and Small

Business Support Program

Wilmington, California

City of Tacoma 'Stadium In Motion' Program Co-Manager

Tacoma, Washington

Wilmington Wayfinding

Wilmington, California

Virginia Avenue Park - 18th Street Arts Center Cultural

Asset Mapping

Santa Monica, California

EDUCATION

University of Southern California,

Sol Price School of Public Policy, Master of Urban Planning, 2017

University of Puget Sound,

Bachelor of Arts, Cultural Anthropology & Sociology, 2014

PROFESSIONAL AFFILIATIONS

American Planning Association

Associated Students of Planning and Development, Ocean Intellect, Past Member

BOARDS AND COMMISSIONS

Co-Founder of U.S. COurban Design Collective initiatives.

2015-Present



Firm Overview

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Suite 1000

Grand Rapids, Michigan 49503-2694

Scott A. Dienes, of Barnes & Thornburg's Grand Rapids office, focuses his practice on local government matters, finance and land use, having served as general counsel to municipal clients for 20 years.

Mr. Dienes acts as counsel to municipalities, downtown development authorities, school districts, water and sewer authorities, district libraries, mental health authorities, police and fire departments and boards, and brownfield redevelopment authorities. He also serves as special counsel to governmental units and private developers on complex development and litigation matters throughout west Michigan. Mr. Dienes served as counsel to an emergency manager for a city during its financial crisis and has vast experience in municipal land use and zoning for clients in the public and private sector.

As a member of the board of directors of Western Michigan University Thomas M. Cooley Law School, Mr. Dienes chairs its Audit Committee and serves as a member of its Executive and Investment committees. He is a member of the Lake Michigan College Foundation Board of Directors and a former member of the board of trustees of Siena Heights University. He also is a member of the Michigan Association of Municipal Attorneys and the National Association of Bond Lawyers, along with the State Bar of Michigan and its Public Corporation and Real Property sections. In addition, Mr. Dienes is a member and past president of the Berrien County Bar Association.

In the community, he is a longtime Rotarian and past president of the Lakeshore Rotary Club and member of the Fraternal Order of Police. He is a former assistant prosecuting attorney.

Mr. Dienes earned his B.A. from Siena Heights University in 1990 and his J.D. from Western Michigan University Thomas M. Cooley Law School in 1995.

He is admitted to practice in Michigan and before the U.S. District Court for the Western District of Michigan.



Bar Admissions Michigan

Other Court Admissions

U.S District Court for the
Western District of Michigan

Education

J.D., Western Michigan
University Cooley Law
School, 1995

B.A., Siena Heights
University, 1990



CALEDONIA TOWNSHIP

Planner of Record

Kent County, Michigan

In 2010, Williams and Works' was retained by Caledonia Township as staff planner. Caledonia Township was the fastest growing community in Kent County between 2000 and 2010, according to the Census, and is valued for its rural character, river valley, farmlands, Davenport University and an excellent school district. With commercial development along M-37/ Broadmoor/Cherry Valley, and primarily planned residential communities, the Township is working towards quality-of-life improvements such as trails and parklands.

As their planners, Williams & Works staffs the planning office one day a week, meets with potential applicants, coordinates Planning Commission activities, and reviews development applications. Services include reviewing all site plans and rezoning petitions, planned unit developments, and open space cluster development requests; providing staff reports and recommendations for all special land use requests; and providing special consideration to water quality and mitigating environmental impacts through careful site design.

Special studies have included analyzing the potential benefit of forming a DDA, overseeing a parks plan request for proposals process, and helping develop internal tools for farmland preservation.

Caledonia Township recently expanded our service agreement to include GIS mapping services to maintain the land use, zoning and street maps.



REFERENCE

Bryan Harrison
Supervisor
Caledonia Township
(616) 891-0070
brotherbryanmail@yahoo.com



CASCADE CHARTER TOWNSHIP

Master Plan Update

Kent County, Michigan

Cascade Charter Township experiences every aspect of the urban-to-suburban continuum, with vibrant commercial corridors and upscale residential neighborhoods. There are also pressures placed on Township residents and officials to accept the desirability of its commercial corridors as prime retail areas and consider the overall nature of commercial development. The natural feel and open spaces of the Township are changing, and what was once a visual and physical separation between the City and the Township is becoming less and less apparent.

Williams & Works is assisting Cascade Charter Township with an update to its master plan. Though reviewed at fairly regular intervals, the plan has not been updated since 1999. This update will evaluate patterns of land use change over time and assess the sustainability and long-term effects of township decisions.

Through a multi-faceted citizen input process, Williams & Works will assist Cascade Charter Township in gaining an understanding of the desires of community residents and test their receptiveness to alternative and innovative land use regulations.

The resulting updated master plan has included a comprehensive citizen involvement component through a community-wide opinion survey, stakeholder interviews, community visioning meetings and an active advisory committee that meets on a monthly basis.



REFERENCE

Mr. Steve Peterson,
Planning Director
Cascade Charter Township
(616) 949-1500

POPULACIÓN

5,615

Residents/Residentes
(195,097 in Grand Rapids)

12.5

People Per Acre/Hectáreas
(6.7 in Grand Rapids)

Hispanic/Latino **73%** (15.6% in GR)

Black/African American **14%** (21% in GR)

White **11%** (65% in GR)

Two or More Races **2%** (4.2% in GR)

Age Distribution / Distribución de Edad



HOUSING / VIVA

GRANDVILLE AVENUE

Area Specific Plan

Grand Rapids, Michigan

Williams & Works led a neighborhood planning process focusing on Grandville Avenue, which represents the cultural heart of the Hispanic community in Grand Rapids. Inclusive engagement included attending community events to ask for input, visiting area schools and meeting with neighborhood children, conducting face-to-face interviews at resident 'homes and businesses, and hosting a one-week design charrette. The vision calls for increasing safety within the street space, connecting area parks to neighborhoods, and planning for infill development by respecting the existing development pattern and accommodating green infrastructure through bulb outs and bus bulbs.



REFERENCE

Amy Brower, Director
Roosevelt Park Neighborhood Assoc.
1260 Grandville Ave SW
Grand Rapids MI 49503
(616) 243-2489





BYRON TOWNSHIP

Planning and Zoning Administration and Code Enforcement Services

Kent County, Michigan

Byron Township, situated in the southwest corner of Kent County, offers the amenities of a West Michigan rural and suburban lifestyle in proximity to the urban convenience of Grand Rapids.

Planning in Byron Township involves juggling a number of issues. The new Southbelt Freeway (M-6) greatly impacts land uses in the northern part of the township. Rapid residential and commercial growth in Byron Township weighed against the desire to preserve rural character and identity also poses significant challenges.

In 2007, Williams & Works planning staff completed a revision of the Township's master plan in anticipation of increasing demand for both commercial and industrial development. We have also assisted in a recent major revision of the township zoning ordinance to ensure appropriate responses to contemporary zoning issues. In addition, we provided monthly consultation services to Byron Township and its planning commission for such things as site plan review, subdivision review, and responses to requests for zoning variances. We assisted the Township with ordinance enforcement and provided in-house planning consultation during regular office hours.



REFERENCE

Randy Zomerlei
Building Inspector
Byron Township
(616) 878-1222



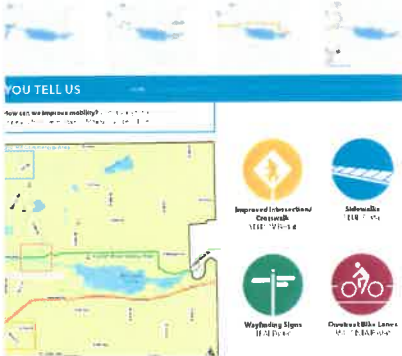
COMSTOCK CHARTER TOWNSHIP

Master Plan

Kalamazoo County, Michigan

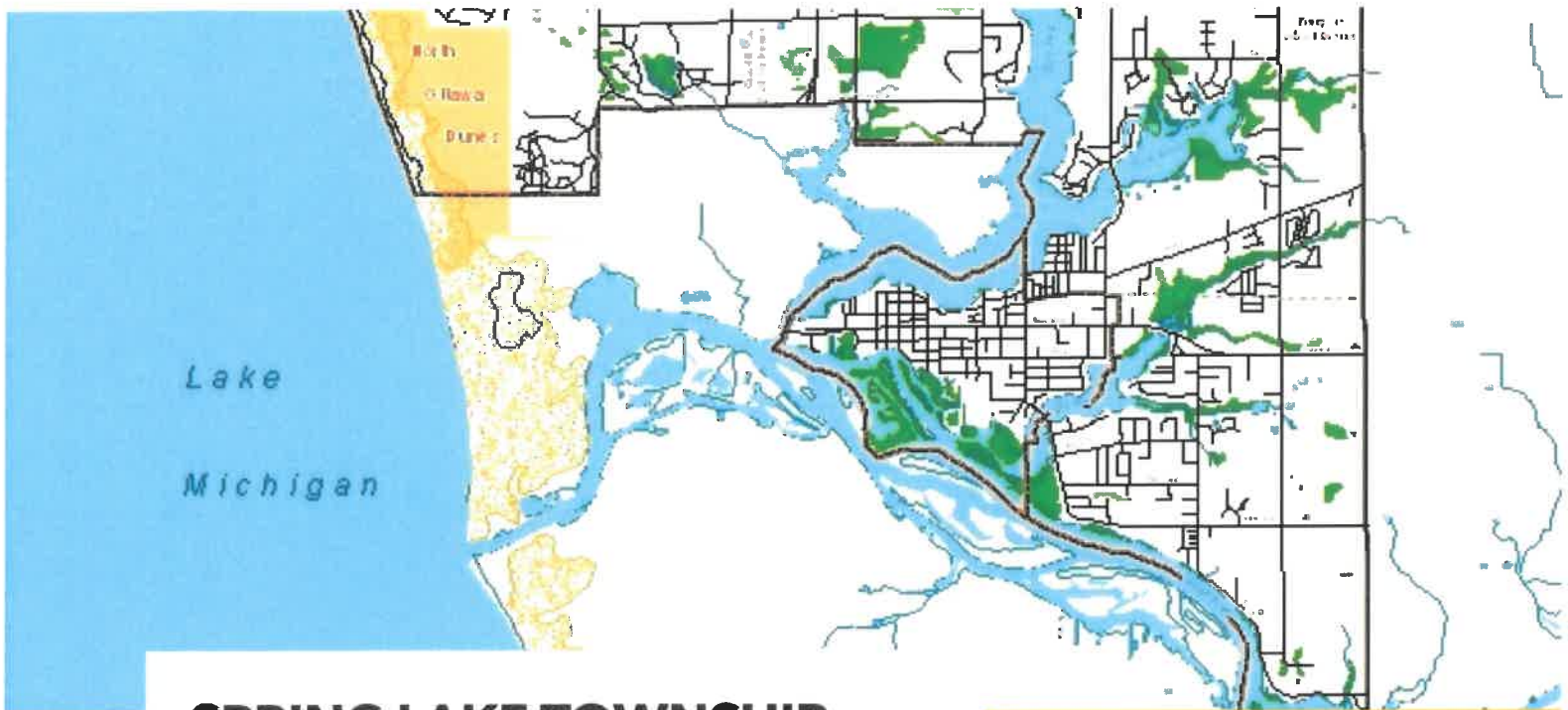
Home to Bell’s Brewery, Landscape Forms, and the Midlink Business Park, Comstock Township is not only a prime employment center serving the greater Kalamazoo community, it is also blessed with coveted natural resources and community recreation facilities. The Township; however, is facing shifts in demographics resulting in declining enrollment in the local school district. Walkability is limited, as county-owned roadways offer limited opportunities for off-street bike facilities or connectivity. As Michigan’s Bedding Plant capitol, Comstock is looking to enhance its appearance and perception in the community through a visionary plan rooted in strong community engagement.

The plan includes three sub area plans including two commercial corridors and the Township center, as well as land use strategies that relate to building types appropriate for various context areas. Further analysis used to inform the land use plan included watersheds and hydrologic patterns, and GIS block-level demographics and housing data, to make recommend for future park and utility expansions.



REFERENCE

Jodi Stefforia
Township Planner
(269) 381-2360



SPRING LAKE TOWNSHIP

Master Plan and Zoning Ordinance Update Ottawa County, Michigan

Spring Lake Township is one of the most complex locales in the west Michigan region. Its land uses include emerging urban development, resort residential, modern suburban and rural residential development. Located along the Grand River, Spring Lake, and Lake Michigan with very convenient connections to the Grand Rapids and Muskegon metropolitan areas, the community is an ideal place to settle and for investment. However, the community has been “discovered” and the pace and nature of both residential and economic growth may dramatically change the landscape of the Township.

Williams & Works, in partnership with Becket & Raeder, provided guidance and management in developing a master land use plan that offers Spring Lake Township an opportunity to guide the future of growth and development in the community.

Following on the Master Plan, Williams & Works was awarded the contract to assist Spring Lake Township in updating its zoning ordinance to address the requirements of the new master plan, as well as incorporate sustainable development practices that encourage innovation without stifling development. The new zoning ordinance incorporates a unique performance evaluation tool called the Sustainable Community Assessment, which measures the long term sustainability of new developments in the Township. It uses points system for sustainable development to incentivize patterns of development that protect features, encourage connectivity and walking and achieve an overall superior design. The ordinance was awarded the Best Practices recognition by the Michigan Chapter of the American Planning Association.



REFERENCE

Lukas Hill, AICP
Community Development Director
Spring Lake Township
(616) 842-9270

WORK **SAMPLES**

williams&works

BYRON TOWNSHIP MASTER PLAN

<http://williams-works.com/wp-content/uploads/2018/03/Byron-Township-Master-Plan.pdf>

DOUGLAS MASTER PLAN

<http://williams-works.com/wp-content/uploads/2018/03/Douglas-Master-Plan.pdf>

COMSTOCK TOWNSHIP MASTER PLAN

<http://williams-works.com/wp-content/uploads/2018/03/Comstock-Township-Master-Plan-low-rez.pdf>

DOWNTOWN LOWELL PLACEMAKING PLAN

http://williams-works.com/wp-content/uploads/2018/03/Lowell-Downtown-Plan_March-2015.pdf

MKSK

BRIDGE STREET DISTRICT SCIOTO RIVER CORRIDOR FRAMEWORK PLAN

https://issuu.com/mksk/docs/bridge_street_district

CITY OF WYOMING MASTER PLAN

https://issuu.com/mksk/docs/wyoming_master_plan

NEW ALBANY STRATEGIC PLAN

https://issuu.com/mksk/docs/2014_new_albany_strategic_plan