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**APPROVED  
OTTAWA COUNTY  
PLANNING COMMISSION**

**Thursday, June 17, 2004 10:00 AM  
Fillmore Administration Building - Board Room  
12220 Fillmore Street, West Olive**

**DATE:** June 17, 2004

**PLACE:** Ottawa County Fillmore Complex, Board Room

**PRESENT:** John DeGrazia, Betty Gajewski, Jim Miedema, Bill Miller

**ABSENT:** Cornelius Vander Kam, Robert Rinck

**STAFF:** Mark Knudsen, Soonja Hixon, Sara Schrader, Paul Sachs, John Naser, Aaron Bodbyl-Mast

**GUESTS:** James Beelen, Allendale Township; Henry Hofman, Blendon Township; Josephine Kelly, Chester Township; Diane Barenbrock, Chester Township; Rich Houtteman, Coopersville City; Craig Bessinger, Ferrysburg City; Jim Holtluwer, Georgetown Township; Carrie Larks, Grand Haven City; Patrick Waterman, Grand Haven Township; Joanne Marcetti, Grand Haven Township; Soren Wolff, Holland City; Phil Meyer, Holland City; Bruce Bos, Holland City; Dan Strikwerda, Hudsonville City; Stuart Visser, Park Township; Kirk Briggs, Park Township; Art Lucas, Polkton Township; Howard Baumann, Port Sheldon Township; Peter Tuls, Robinson Township; Art Miller, Spring Lake Township; John Nash, Spring Lake Township; Ryan Cotton, Spring Lake Village; Mary Ledford, Wright Township; Don Mannes, Zeeland Township; Timothy Klunder, Zeeland City; Joy Gaasch, The Chamber of Commerce; Marva Wrightsman, Hudsonville Chamber of Commerce; Al Vanderberg, Ottawa County Administrator; Commissioner Ed Berghorst, Ottawa County Board of Commissioners; Joyce Kortman, Ottawa County Board of Commissioners; Terry Haveman, Charter Communications; Dan Spoelman, Charter Communications; Ken Rizzio, Ottawa County Economic Development Office, Inc.; Cathy Simons, Ottawa County Community Action Agency; Ronald Stonehouse, Kent County Community Development Department; Dave Bee, West Michigan Regional Planning Commission; Matthew VanZetten, Ottawa Area Housing Coalition; Nick Gerrits, Ottawa County Economic Development Office, Inc.; Steve Kempker, Sheriff's Department; Steve Crumb, Sheriff's Department; Gail Harris, LEDA; Ted Bosgraff, Bosgraff Homes; Asher Pimpleton, Grand Haven Tribune; John Robbins, Holland Sentinel; Lori Giles, Lakeshore Press

**Call to Order:**

Chair Betty Gajewski called the meeting to order at 10:00 a.m. A quorum was present to do business. Invocation was given by Bill Miller.

**Approval of the Agenda:**

**04-24 Motion:** To approve the June 17, 2004 Agenda  
 Moved by: Miedema                      Supported by: Miller  
**UNANIMOUS**

**Approval of the Minutes:**

**04-25 Motion:** To approve the minutes of the May 5, 2004 Ottawa County Planning Commission meeting.  
 Moved by: Miedema                      Supported by: DeGrazia

## UNANIMOUS

### Announcements:

#### A. Introductions

Betty Gajewski asked the members of the audience to introduce themselves.

### Presentations:

#### A. Joint Meeting with Local Governmental Units and Chambers of Commerce

##### 1. Local Governmental Unit Participation in an Ottawa County Application to HUD for Urban County Designation/Grants

Before the start of the meeting, a packet of material was distributed regarding the Urban County Designation. This packet contained data that was gathered by the Planning and Grants Department. Mark Knudsen provided an in-depth review of the materials contained in the packet. They were as follows:

- a. Eligibility Criteria for Urban County Designation
- b. Estimated Local Governmental Unit Low-Moderate Income Percentages
- c. Governmental Unit Block Group Percentages
- d. Ottawa County Block Groups Ranked by Estimated Low-Moderate Income Percentage in Descending Order
- e. Urban County CDBG Entitlement Grants Eligible/Ineligible Uses
- f. Kent County 2003-2004 Urban County Grant Funding & Planned Disbursement
- g. Comparison of Urban County Grant Dollars vs. Current CDBG Grant Dollars
- h. Ottawa County CDBG – Economic Development Infrastructure Grants 1999-2003
- i. Urban County Pros/Cons
- j. Resolution Wording
- k. Urban County Cooperative Agreement
- l. Urban County Administrative Process
- m. Urban County Participation Questionnaire

Mark Knudsen reported that the Urban County designation would provide Ottawa County with an estimated 2005 entitlement grant of \$1.2 million dollars if all local governmental units except Holland City participate. If Ottawa County receives Urban County designation, it will no longer be eligible for the Small Cities Economic Development CDBG grants. He then introduced Ron Stonehouse, Kent County Community Development Department Director, who discussed Kent County's disbursement of its grant and the projects that have been funded. After Ron's presentation, he answered several questions from the audience.

Ken Rizzio, Director of Ottawa County Economic Development Office, provided a brief profile of the CDBG Small Cities Grant Program. He said that the grants are applied for by the local units of government or Ottawa County to build public infrastructure such as water, sewer, roads, etc., and a vast majority of the funding goes towards infrastructure needed by manufacturer. Ken reported that a total of sixteen communities have received small cities economic development grants. As part of the packet, a list was provided of the Economic Development Infrastructure Grants received in the area since 1999. Ken Rizzio then addressed questions from the audience.

After the presentations, Mark Knudsen said that those with additional questions regarding the Urban County designation could contact him or John Naser of his staff. He requested that the "Urban County Participation Questionnaire" be returned to his office by July 15, 2004.

## 2. Review of Proposals to Build a County-wide Wireless Network

Mark Knudsen provided an update on the county's goal of building a wireless system in Ottawa County that would enable the use of the Internet for video conferencing among the local units. The wireless providers are willing to meet to see if a single wireless system could be built by a consortium of providers. This would encourage a single wireless system that will provide the following benefits:

- a. Seamless Countywide Internet Service
- b. Less Interference
- c. Free Internet for Local Units
- d. Reduced Infrastructure Needs
- e. Less Costly

Mark inquired whether the project was worth pursuing and whether there were volunteers willing to participate on a committee. Joanne Marcetti, Grand Haven Township, expressed concern over the possible proliferation of towers and asked whether technology is available to prevent this unsightly feature. Art Miller, Spring Lake Township, said he would be interested in volunteering and perhaps Joanne's question could be addressed at one of the committee meetings.

## 3. Progress Report on Standardization of Local Governmental Unit Master Plan and Zoning Map Color Codes and Terminology

Mark Knudsen reported that Grand Haven Township planners formally requested that yellow colors be used to depict residential districts rather than blue on the zoning maps. The Planning Department was able to create maps using oranges, browns, and yellows. Mark said that the revised maps would be mailed out to the local units of government within the next week.

### **Reports of Meetings Attended:**

John DeGrazia had nothing to report.

Jim Miedema had nothing to report.

Bill Miller reported that he had attended a Farmland Preservation meeting. He also attended a meeting dealing with the Emerald Ash Borer.

Betty Gajewski reported that she has been attending the Road Salt Commission meetings. She said the meetings seem to be going very well and a lot of progress has been made. The Road Commission will be designating a staff member to be the contact person for road salt issues. She is hoping a "plan of action" will be implemented before winter to track whether the new recommendations have been effective.

### **Petitions and Communications:**

- A. FYI Folder
- B. Letter of correspondence to the Ottawa County Road Commission supporting the proposed Zeeland Meadows Site Condominium Project in Zeeland Township
- C. Letter of correspondence to the City of Holland regarding the newly amended Municipal Planning Act and the Ottawa County Planning Commission's adopted statement declaring the Master Plan to be consistent with the Ottawa County Development Plan

- D. Letter of correspondence to the Michigan Society of Planning (MSP), supporting Allendale Charter Township's submission of their Community Strategic Plan 2015 for the MSP Outstanding Planning Award
- E. Letter of correspondence to Larry Howard, University of Nebraska Cooperative Extension in Cuming County, regarding the Scratch-n-Sniff brochures
- F. Letter of correspondence to Holland Township acknowledging receipt of Holland Township's process for updating its Comprehensive Plan
- G. Letter of correspondence to and from Paul Keiser, Agriculture & Health Alive, Inc., regarding de-icers, driving speeds, and toxic waste

**04-26 Motion:** To receive for information Items A - G

Moved by: Miller

Supported by: Miedema

**UNANIMOUS**

#### **Public Comments:**

Joanne Marcetti, Grand Haven Township Planning Commission, said she has been attending the Ottawa County Planning Commission meetings for nine years and is "excited" to see all the various projects that are occurring. She wanted to commend the Planning Commission for their involvement and the direction they are taking regarding issues pertaining to Ottawa County.

Ted Bosgraff also commended the Planning Commission for their efforts regarding the countywide standardized zoning and master plan maps.

#### **Discussion Items**

- A. Urban Smart Growth Program

Mark Knudsen reported that a draft document has been prepared and that he needed the Planning Commission members to review and provide input regarding the document. He said these responses are needed as soon as possible.

- B. "Survey of County Planning Website, March 2004" article from Planning & Zoning News – May 2004 Edition

Mark Knudsen said the Ottawa County Planning & Grants Department received a very positive write up concerning the Planning Department's website in the Planning and Zoning News Magazine.

#### **Adjournment**

The meeting was adjourned at 12:00 p.m.

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#### **Agenda**

1. Call to Order (10:00 a.m.)
2. Invocation
3. Approval of the Agenda for the June 17, 2004 Meeting
4. Approval of the Minutes from the May 5, 2004 Meeting

5. Presentations (10:10 - 10:40 a.m.)
  - A. Joint Meeting with Local Governmental Units and Chambers of Commerce
    1. Review of Proposals to Build a County-wide Wireless Network
    2. Local Governmental Unit Participation in an Ottawa County Application to HUD for Urban County Designation/Grants
    3. Progress Report on Standardization of Local Governmental Unit Master Plan and Zoning Map Color Codes and Terminology
    4. Other Discussion Items
6. Announcements (10:40 - 10:50 a.m.)
  - A. Introductions
  - B. Reports of Meeting Attended
7. Petitions & Communications (10:50 - 11:00 a.m.)
  - A. FYI Folder
  - B. Letter of correspondence to the Ottawa County Road Commission supporting the proposed Zeeland Meadows Site Condominium Project in Zeeland Township
  - C. Letter of correspondence to the City of Holland regarding the newly amended Municipal Planning Act and the Ottawa County Planning Commission's adopted statement declaring the Master Plan to be consistent with the Ottawa County Development Plan
  - D. Letter of correspondence to the Michigan Society of Planning (MSP), supporting Allendale Charter Township's submission of their Community Strategic Plan 2015 for the MSP Outstanding Planning Award
  - E. Letter of correspondence to Larry Howard, University of Nebraska Cooperative Extension in Cuming County regarding the Scratch-n-Sniff brochures
  - F. Letter of correspondence to Holland Township acknowledging receipt of Holland Township's process to update its Comprehensive Plan
  - G. Letter of correspondence to and from Paul Keiser, Agriculture & Health Alive, Inc., regarding de-icers, driving speeds, and toxic waste

**Motion:** To receive for information Items A – G

8. Public Comments (3 Minutes Per Person) (11:00 - 11:10 a.m.)
9. Discussion Items (11:10 – 11:20 a.m.)
  - A. Urban Smart Growth Program
  - B. "Survey of County Planning Website, March 2004" Article from Planning & Zoning News – May 2004 Edition

10. Adjournment (11:20 a.m.)