

# **VILLAGE OF CALEDONIA**

County of Kent, Michigan

**Agenda Village Council Meeting  
Monday, July 10<sup>th</sup>, 2023, 7:00 p.m.  
250 S. Maple St. SE, Caledonia, MI**

- 1. Call to order.**
  - 2. Pledge of Allegiance.**
  - 3. Roll call.**
  - 4. Brief public comment on agenda items (2 minutes).**
  - 5. Communications -**
  - 6. Inquiry of Conflict of Interest**
  - 7. Approval of consent and regular agenda. \***
  - 8. Consent agenda. (\*One Motion Accepts All)**
    - a. \*Approval of Minutes of Regular Meeting of June 12th, 2023.
    - b. \*Treasurer's report
    - c. \*Payment of bills.
  - 9. Reports from Village Council committees, Planning Commission (None)**
  - 10. Reports from Council, Staff and Consultants**
    - a. Engineers, Consultants, etc.
    - b. Liaisons – *Example, School Board, Township*
    - c. Other Committees –,
    - d. Managers' Report
  - 11. Unfinished business.**
  - 12. New business.**
    - a. Amendment to Zoning Ordinance "Site Plan Approval" (*Motion*)
    - b. 5.8 Golf Cart Ordinance (*Discussion*)
    - c. 8.18 Sound Amplifiers (*Discussion*)
    - d. 8.21 Parades and Motorcades (*Discussion*)
  - 13. Extended Public Comments any topic (3 minutes).**
  - 14. Manager comments.**
  - 15. Village Councilmember comments and announcements.**
  - 16. Adjournment.**
- \*Any councilmember shall have the right to add items to the regular agenda.**

---

Jeffrey D. Thornton, Village Clerk

# VILLAGE OF CALEDONIA

County of Kent, Michigan

## **Village Council Meeting Minutes**

For Monday June 12<sup>th</sup> 2023 7:00 p.m.

250 S. Maple St. SE

Caledonia, MI 49316

Meeting was called to order by President Lindsey at 7:00 p.m.

The Pledge of Allegiance was recited.

Members present were; Soest, Hahn, Miller, Schuler, Lindsey, Erskine, Niles also present was Treasurer Eardley and Manager Thornton.

Mr Erskine questioned a bill that was recommended to be paid at the amount indicated regarding Western Week and not at a higher level as done historically. After discussion, it was moved by Schuler, supported by Soest to maintain the sponsorship amount up to \$1,500 if legally allowed . Motion passed.

Moved by Schuler, supported by Miller to approve the minutes of the May 8<sup>th</sup> meeting and the June 6<sup>th</sup> Budget Workshop, treasurers report and pay the bills. Motion passed unanimously.

Reports were received from F&V, Williams Works, IMS and IA

Liaisons report on township activities and school superintendent search.

Erskine reported on Western Week preparations.

The manager reported that we seemed to go from winter to summer and crews are on the move. He reminded of upcoming events.

At 7:43 the President opened the public hearing on the 2023-2024 budget. At 7:44 the President closed the public hearing on the budget. There was no public comment.

Moved by Miller, supported by Soest to adopt the;

### *FY23-24 Budget*

	<i>Revenues</i>	<i>Expenditures</i>
<i>Fund 101 – General Fund</i>	<i>\$883,072</i>	<i>\$883,072</i>
<i>Fund 201 – Major Street Fund</i>	<i>\$152,338</i>	<i>\$152,338</i>
<i>Fund 203 – Local Street Fund</i>	<i>\$138,951</i>	<i>\$138,951</i>

*The Resolution to establish compensation for village officers and employees (attached)*

*The L4029 – Maintaining the 7.944 millage rate (attached)and to close out the current budget year(attached) .*

*To authorize the treasurer to make final budget adjustments and any at the recommendation of the auditor.*

The motion passed unanimously.

The President set forth Monique Brennan to fill one of the two vacant positions on the Planning Commission. After some discussion a motion was made by Miller, supported by Schuler to accept the President's recommendation and place Brennan on the PC. AYE Soest, Lindsey, Hahn, Miller and Schuler. NAY Niles and Erskine. Motion passed.

Moved by Miller, supported by Schuler to approve the requested resolution by GVMC for Hastings to leave the GVMC. Motion passed unanimously.

Council wanted to all to enjoy Western Week!

Meeting adjourned at 8:16 p.m.

---

Jeffrey D. Thornton, Village Clerk

Village of Caledonia

Cash Bal Council 2

June 22-23

Fund	Account	Account Descr	Acct	22-23 YTD Bal
101 GENERAL FUND				
101	G 101-0010	G 101-0010 CASH-CHECKING	0010	\$1,911,124.10
101	G 101-0040	G 101-0040 Petty Cash	0040	\$50.00
101	G 101-0061	G 101-0061 LMCU-MM 091-15 (was07&40)(101)	0061	\$286,973.32
				<u>\$2,198,147.42</u>
101 GENERAL FUND				
201 MAJOR STREET FUND				
201	G 201-0010	G 201-0010 CASH-CHECKING	0010	\$392,530.58
201	G 201-0062	G 201-0062 LMCU-MM 091-15 (was 09) (201)	0062	\$153,555.64
				<u>\$546,086.22</u>
201 MAJOR STREET FUND				
203 LOCAL STREET FUND				
203	G 203-0010	G 203-0010 CASH-CHECKING	0010	\$158,611.58
				<u>\$158,611.58</u>
203 LOCAL STREET FUND				
				<u>\$2,902,845.22</u>

([Acct]<"0080") and [Current Balance]

Village of Caledonia

07/06/23 12:58 PM

Page 1

**\*Fund Summary -  
Budget to Actual©**

June 22-23

	22-23 YTD Budget	June MTD Amount	22-23 YTD Amount	22-23 YTD Balance	22-23 % YTD Budget
<b>FUND 101 GENERAL FUND</b>					
Revenue	\$821,622.00	\$34,886.63	\$830,751.70	-\$9,129.70	101.11%
Expenditure	\$906,498.15	\$81,883.81	\$500,077.28	\$406,420.87	55.17%
		-\$46,997.18	\$330,674.42		
<b>FUND 201 MAJOR STREET FUND</b>					
Revenue	\$144,500.00	\$11,969.53	\$123,902.85	\$20,597.15	85.75%
Expenditure	\$162,100.00	\$2,800.94	\$96,305.47	\$65,794.53	59.41%
		\$9,168.59	\$27,597.38		
<b>FUND 203 LOCAL STREET FUND</b>					
Revenue	\$129,951.00	\$11,289.38	\$57,117.30	\$72,833.70	43.95%
Expenditure	\$129,951.00	\$3,501.53	\$38,598.85	\$91,352.15	29.70%
		\$7,787.85	\$18,518.45		
<b>Report Total</b>		-\$30,040.74	\$376,790.25		

Village of Caledonia

07/06/23 3:26 PM

Page 1

Payments

FY22-23

Current Period: July 23-24

Payments Batch AP7-23A

\$28,184.13

Refer	1164 A-1 ASPHALT SEALING & REPAIR				
Cash Payment	E 201-451-7750	SUPPLIES	Millings 201 - 33%		\$5.94
Invoice	66173				
Cash Payment	E 203-451-7750	SUPPLIES	Millings 203 - 67%		\$12.06
Invoice	66173				
Cash Payment	E 201-451-8120	MAINTENANCE BY OTH	50% Catch Basin Repair - Maple & Main		\$750.00
Invoice	66652				
Cash Payment	E 203-451-8120	MAINTENANCE BY OTH	50% Catch Basin Repair - Maple & Main		\$750.00
Invoice	66652				
Cash Payment	E 203-451-8120	MAINTENANCE BY OTH	Mill & Fill, Catch Basin Repair - Dobber Wenger		\$10,391.00
Invoice	66652				
Transaction Date	7/3/2023	UB General Fund	0010	<b>Total</b>	\$11,909.00
Refer	1198 Autozone				
Cash Payment	E 101-441-7750	SUPPLIES	Car Wash		\$9.40
Invoice	6013428246				
Transaction Date	7/5/2023	UB General Fund	0010	<b>Total</b>	\$9.40
Refer	1199 Caledonia Farmers Elevator				
Cash Payment	E 101-441-7750	SUPPLIES	100# Grass Seed		\$350.00
Invoice	82945				
Cash Payment	E 101-441-8160	TRACTOR & SMALL EQ	12V EZ Mount ATV Spot Sprayer 15 Gallon		\$220.00
Invoice	2022				
Cash Payment	E 101-441-7750	SUPPLIES	4) HC Plant Food Liq 10-15-10 Qt		\$31.96
Invoice	2022				
Transaction Date	7/5/2023	UB General Fund	0010	<b>Total</b>	\$601.96
Refer	1205 CALEDONIA HARDWARE				
Cash Payment	E 101-441-7750	SUPPLIES	Bridge Supplies - Brush, Roller, Spray Paint		\$43.15
Invoice	1071891				
Cash Payment	E 101-751-9670	Parks & Recreation Cost	Flag Poles		\$29.98
Invoice	1072321				
Cash Payment	E 101-441-7750	SUPPLIES	Screws, Cable, Ferrule Stops, Padlock		\$46.69
Invoice	1074801				
Cash Payment	E 101-441-7750	SUPPLIES	Couplers		\$18.58
Invoice	1075784				
Cash Payment	E 101-441-7750	SUPPLIES	Ortho Grass B Gone		\$10.99
Invoice	1077204				
Cash Payment	E 101-751-9670	Parks & Recreation Cost	3x6 Pleated Bunting		\$31.99
Invoice	1079649				
Cash Payment	E 101-441-7750	SUPPLIES	Wire, Switch		\$30.83
Invoice	1079649				
Cash Payment	E 101-441-7750	SUPPLIES	Scissors, Marker, Replacement Flints 5 pk		\$12.57
Invoice	1080243				
Cash Payment	E 101-441-7750	SUPPLIES	Super Glue		\$2.99
Invoice	1082861				
Cash Payment	E 101-441-7750	SUPPLIES	55 Gal Bags		\$16.99
Invoice	1083215				
Transaction Date	7/6/2023	UB General Fund	0010	<b>Total</b>	\$244.76
Refer	1166 Caledonia Rent-All				

# Village of Caledonia

07/06/23 3:26 PM

Page 2

## Payments

Current Period: July 23-24

Cash Payment	E 101-441-8160	TRACTOR & SMALL EQ	Husqvarna 455 Rancher 20" Chain Saw SN:20220900310		\$499.99
Invoice 207660					
Transaction Date	7/3/2023		UB General Fund	0010	<b>Total</b> \$499.99
Refer	1204 Caledonia Township				
Cash Payment	E 101-441-8251	BUILDING EXPENSE	Streetscape Water-108 E Main in Arrears		\$29.37
Invoice					
Cash Payment	E 101-441-8251	BUILDING EXPENSE	Sewer 230 Maple 29-410-012 in Arrears		\$94.00
Invoice					
Cash Payment	E 101-265-8251	BUILDING EXPENSE	Sewer 250 Maple 29-410-011 (Estimated) in Arrears		\$100.00
Invoice					
Transaction Date	7/6/2023		UB General Fund	0010	<b>Total</b> \$223.37
Refer	1167 CHERRY VALLEY GREENHOUSE				
Cash Payment	E 201-451-8560	MISCELLANEOUS EXPE	Downtown Baskets - 6) 5" Flats - Streetscape Plantings		\$165.00
Invoice 10648					
Cash Payment	E 201-451-8560	MISCELLANEOUS EXPE	3) Baskets - Streetscape Plantings		\$40.77
Invoice 10645					
Transaction Date	7/3/2023		UB General Fund	0010	<b>Total</b> \$205.77
Refer	1200 CHERRY VALLEY STOVE & SAW				
Cash Payment	E 101-441-8160	TRACTOR & SMALL EQ	Stihl Chainsaw Repair - 2) 16" Chains, Wrench		\$58.37
Invoice 5378					
Transaction Date	7/5/2023		UB General Fund	0010	<b>Total</b> \$58.37
Refer	1165 CINTAS CORPORATION #725				
Cash Payment	E 101-265-8251	BUILDING EXPENSE	Mats - 250 Maple 1) 3x5 Scraper, 2) 3x10 Runners, 2) 4x6 Mats 62% of Service		\$75.64
Invoice 4159771913					
Cash Payment	E 101-441-8120	MAINTENANCE BY OTH	Mats - DPW 1) 3x5 Scraper, 2) 3x10 Runners		\$46.19
Invoice 4159771913					
Transaction Date	7/3/2023		UB General Fund	0010	<b>Total</b> \$121.83
Refer	1168 Consumers Energy				
Cash Payment	E 101-441-8202	ELECTRIC-GARAGE	8755 CV Garage 9933		\$28.96
Invoice					
Cash Payment	E 101-265-8251	BUILDING EXPENSE	250 Maple 7796		\$511.05
Invoice					
Cash Payment	E 101-441-8202	ELECTRIC-GARAGE	230 Maple 6140 3Phase		\$28.81
Invoice					
Cash Payment	E 101-441-8202	ELECTRIC-GARAGE	DPW Garage 4108		\$202.07
Invoice					
Cash Payment	E 101-448-8210	STREET LIGHTS	Street Lights 6871		\$817.75
Invoice					
Cash Payment	E 101-448-8210	STREET LIGHTS	Street Lights 9206 Downtown		\$78.12
Invoice					
Cash Payment	E 101-448-8210	STREET LIGHTS	LED Street Lights 0382		\$731.38
Invoice					
Transaction Date	7/3/2023		UB General Fund	0010	<b>Total</b> \$2,398.14
Refer	1170 Etna Supply Company				
Cash Payment	E 101-441-7750	SUPPLIES	Green Marking Flags - Miss Dig - Storm		\$19.98
Invoice S105146868.001					

# Village of Caledonia

07/06/23 3:27 PM

Page 1

## Payments

*FY23-24*

Current Period: July 23-24

**Payments Batch AP7-23B**

\$9,715.59

Refer	1181 ARROWASTE INC			
Cash Payment	E 101-265-8251	BUILDING EXPENSE	Waste Disposal-Quarter Office 25% - 2 Yard - Weekly Pick Up - In Advance	\$68.57
Invoice	2688374			
Cash Payment	E 101-441-8120	MAINTENANCE BY OTH	Waste Disposal-Quarter DPW 75% - 2 Yard - Weekly Pickup - In Advance	\$205.73
Invoice	2688374			
Cash Payment	E 101-265-8251	BUILDING EXPENSE	On Call Recycling Tote	\$15.60
Invoice	2688374			
Transaction Date	7/3/2023	UB General Fund	0010	<b>Total</b> \$289.90
Refer	1194 Caledonia Township			
Cash Payment	E 101-253-8560	MISCELLANEOUS EXPE	Property Tax Collection Fee 591 Parcels x .50 Per Parcel	\$295.50
Invoice				
Transaction Date	7/3/2023	UB General Fund	0010	<b>Total</b> \$295.50
Refer	1195 Caledonia Township			
Cash Payment	E 101-265-8560	MISCELLANEOUS EXPE	Summer Property Taxes 41-23-29-410-615	\$3,001.85
Invoice				
Transaction Date	7/3/2023	UB General Fund	0010	<b>Total</b> \$3,001.85
Refer	1182 Delta Dental & Vision			
Cash Payment	E 101-441-7190	HEALTH INSURANCE	Minch - Dental 7/1/23-7/23/23	\$32.04
Invoice	RIS0004992493			
Cash Payment	E 101-441-7190	HEALTH INSURANCE	Kantner - Dental 7/1/23-7/23/23	\$59.81
Invoice	RIS0004992493			
Cash Payment	E 101-172-7190	HEALTH INSURANCE	Thornton - Dental 7/1/23-7/23/23	\$107.52
Invoice	RIS0004992493			
Cash Payment	E 101-441-7190	HEALTH INSURANCE	Minch - Vision	\$5.60
Invoice	RIS0004995221			
Cash Payment	E 101-441-7190	HEALTH INSURANCE	Kantner - Vision	\$11.20
Invoice	RIS0004995221			
Cash Payment	E 101-172-7190	HEALTH INSURANCE	Thornton - Vision	\$19.16
Invoice	RIS0004995221			
Transaction Date	7/3/2023	UB General Fund	0010	<b>Total</b> \$235.33
Refer	1206 Health Equity			
Cash Payment	E 101-441-7190	HEALTH INSURANCE	Minch - Annual HSA Funding	\$320.83
Invoice				
Transaction Date	7/6/2023	UB General Fund	0010	<b>Total</b> \$320.83
Refer	1183 Michigan Municipal League			
Cash Payment	E 101-101-7161	INSURANCE-WORK CO	Worker's Compensation Fund	\$88.12
Invoice	9160206			
Cash Payment	E 101-171-7161	INSURANCE-WORK CO	Worker's Compensation Fund	\$44.06
Invoice				
Cash Payment	E 101-172-7161	INSURANCE-WORK CO	Worker's Compensation Fund	\$837.14
Invoice				
Cash Payment	E 101-215-7161	INSURANCE-WORK CO	Worker's Compensation Fund	\$374.51
Invoice				
Cash Payment	E 101-253-7161	INSURANCE-WORK CO	Worker's Compensation Fund	\$22.03
Invoice				



**Village of Caledonia**  
**Payments**

07/06/23 3:27 PM

Page 2

Current Period: July 23-24

Cash Payment Invoice	E 101-441-7161	INSURANCE-WORK CO	Worker's Compensation Fund		\$726.99
Cash Payment Invoice	E 101-721-7161	INSURANCE-WORK CO	Worker's Compensation Fund		\$22.03
Cash Payment Invoice	E 201-451-7161	INSURANCE-WORK CO	Worker's Compensation Fund		\$44.06
Cash Payment Invoice	E 203-451-7161	INSURANCE-WORK CO	Worker's Compensation Fund		\$22.03
Cash Payment Invoice	E 101-722-7161	INSURANCE-WORK CO	Worker's Compensation Fund		\$22.03
Transaction Date	7/3/2023	UB General Fund	0010	<b>Total</b>	\$2,203.00
Refer	1186 <i>National Arbor Day Foundation</i>				
Cash Payment Invoice	E 101-442-8060	TREE PROGRAM	Annual Dues - 8779830214 9/23-9/24		\$15.00
Transaction Date	7/3/2023	UB General Fund	0010	<b>Total</b>	\$15.00
Refer	1185 <i>One America - American United Life</i>				
Cash Payment Invoice	E 101-172-7170	Life Insurance	Manager JT 7/1/23-7/31/23		\$134.46
Cash Payment Invoice	E 101-441-7170	Life Insurance	DPW JK 7/1/23-7/31/23		\$27.03
Cash Payment Invoice	E 101-441-7170	Life Insurance	DPW MM 7/1/23-7/31/23		\$81.43
Transaction Date	7/3/2023	UB General Fund	0010	<b>Total</b>	\$242.92
Refer	1188 <i>PITNEY BOWES - RESERVE ACCO</i>				
Cash Payment Invoice	E 101-215-7260	OFFICE SUPPLIES	Postage - Res Acct 26715870		\$299.41
Transaction Date	7/3/2023	UB General Fund	0010	<b>Total</b>	\$299.41
Refer	1187 <i>Priority Health</i>				
Cash Payment Invoice	E 101-441-7190	HEALTH INSURANCE	Health Insurance - Minch 7/1/23-7/31/23		\$622.42
Cash Payment Invoice	G 101-2317	HEALTH INS DIFFERENTIAL	Health Ins Differential - Minch 7/1/23-7/31/23		\$69.16
Cash Payment Invoice	E 101-441-7190	HEALTH INSURANCE	Health Insurance - Kantner 7/1/23-7/31/23		\$589.19
Cash Payment Invoice	G 101-2317	HEALTH INS DIFFERENTIAL	Health Ins Differential - Kantner 7/1/23-7/31/23		\$65.47
Cash Payment Invoice	E 101-172-7190	HEALTH INSURANCE	Health Insurance - Thornton 7/1/23-7/31/23		\$1,193.06
Cash Payment Invoice	G 101-2317	HEALTH INS DIFFERENTIAL	Health Ins Differential - Thornton 7/1/23-7/31/23		\$132.56
Transaction Date	7/3/2023	UB General Fund	0010	<b>Total</b>	\$2,671.86
Refer	1189 <i>SPECTRUM / CHARTER BUSINESS</i>				
Cash Payment Invoice	E 101-228-8260	COMPUTER EXPENSE	8245126440029487 Internet 250 Maple 7/1/23-7/31/23		\$139.99
Transaction Date	7/3/2023	UB General Fund	0010	<b>Total</b>	\$139.99

**Village of Caledonia**  
**Payments**

Current Period: July 23-24

---

Fund Summary

	0010 UB General Fund	
101 GENERAL FUND		\$9,649.50
201 MAJOR STREET FUND		\$44.06
203 LOCAL STREET FUND		\$22.03
		<hr/>
		\$9,715.59

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$9,715.59
Total	<hr/>
	\$9,715.59

**Village of Caledonia**  
**Payments**

07/06/23 3:26 PM

Page 3

Current Period: July 23-24

Cash Payment	E 101-441-8160	TRACTOR & SMALL EQ	PVC Nipple for Water Trailer		\$11.80
Invoice S105136498.001					
Transaction Date	7/3/2023	UB General Fund	0010	<b>Total</b>	\$31.78
Refer	1192 Garden Artisans				
Cash Payment	E 201-451-8560	MISCELLANEOUS EXPE	16) HD Single Lampost Hanging Basket Brackets		\$1,595.44
Invoice AR527944					
Transaction Date	7/3/2023	UB General Fund	0010	<b>Total</b>	\$1,595.44
Refer	1171 GRAINGER				
Cash Payment	E 101-441-8160	TRACTOR & SMALL EQ	U Bolt for Water Trailer		\$9.20
Invoice 9738987859					
Transaction Date	7/3/2023	UB General Fund	0010	<b>Total</b>	\$9.20
Refer	1190 K&A Electric LLC				
Cash Payment	E 101-441-8120	MAINTENANCE BY OTH	DPW Building Outlets		\$589.50
Invoice 1319					
Cash Payment	E 101-448-8210	STREET LIGHTS	2) Street Light Bulbs		\$555.68
Invoice 1319					
Transaction Date	7/3/2023	UB General Fund	0010	<b>Total</b>	\$1,145.18
Refer	1201 LOWES				
Cash Payment	E 101-215-7260	OFFICE SUPPLIES	5-Tier 24-in x 48-in x 72-in HD Utility Shelving		\$151.05
Invoice 992468					
Transaction Date	7/5/2023	UB General Fund	0010	<b>Total</b>	\$151.05
Refer	1172 MAYNARDS WATER CONDITIONIN				
Cash Payment	E 101-265-8251	BUILDING EXPENSE	Water Softener Salt - 12) 40# bags - Pick Up Price		\$99.48
Invoice SD03835B					
Transaction Date	7/3/2023	UB General Fund	0010	<b>Total</b>	\$99.48
Refer	1191 Michigan Municipal League				
Cash Payment	E 101-851-7160	INSURANCE-PROPERT	Liability-Property Ins - Pool - Add 250 S Maple - Building		\$1,151.00
Invoice 11368206					
Transaction Date	7/3/2023	UB General Fund	0010	<b>Total</b>	\$1,151.00
Refer	1173 MIKA MEYERS PLC				
Cash Payment	E 101-266-8020	LEGAL FEES	General Legal		\$1,489.00
Invoice 690669					
Transaction Date	7/3/2023	UB General Fund	0010	<b>Total</b>	\$1,489.00
Refer	1179 MISC. PAYMENTS				
Cash Payment	E 101-265-8251	BUILDING EXPENSE	Sterk, 8582 Byron Center Ave, Byron Center, MI 49315 Clean Village Office Carpet 1454 SqFt		\$435.00
Invoice 86834					
Transaction Date	7/3/2023	UB General Fund	0010	<b>Total</b>	\$435.00
Refer	1202 OReilly Auto				
Cash Payment	E 101-441-8110	TRUCK EXPENSE	Ball Mount - 2008 Chevrolet		\$61.99
Invoice 6233-105702					
Cash Payment	E 101-441-8160	TRACTOR & SMALL EQ	Blue DEF		\$19.99
Invoice 6233-105473					
Cash Payment	E 101-441-8160	TRACTOR & SMALL EQ	Socket		\$7.99
Invoice 6233-104003					
Transaction Date	7/5/2023	UB General Fund	0010	<b>Total</b>	\$89.97

# Village of Caledonia

07/06/23 3:26 PM

Page 4

## Payments

Current Period: July 23-24

Refer	1174 <i>Pinnacle Cleaning Services Inc</i>			
Cash Payment	E 101-265-8251	BUILDING EXPENSE	Per Service - 250 S Maple 6-2-23	\$115.00
Invoice	34654			
Cash Payment	E 101-265-8251	BUILDING EXPENSE	Per Service - 250 S Maple 6-16-23	\$115.00
Invoice	34654			
Cash Payment	E 101-265-8251	BUILDING EXPENSE	Per Service - 250 S Maple 6-30-23	\$115.00
Invoice	34654			
Transaction Date	7/3/2023	UB General Fund	0010	<b>Total</b> \$345.00
Refer	1175 <i>PITNEY BOWES INC.- LEASING</i>			
Cash Payment	E 101-215-7260	OFFICE SUPPLIES	Quarterly Postage Meter Rental - April 30,23 - July 29, 2023	\$143.91
Invoice	3317716021			
Transaction Date	7/3/2023	UB General Fund	0010	<b>Total</b> \$143.91
Refer	1177 <i>SaniSweep Inc.</i>			
Cash Payment	E 201-451-8180	STREET SWEEPING	Sweep Village Streets (33%)	\$342.19
Invoice	108835			
Cash Payment	E 203-451-8180	STREET SWEEPING	Sweep Village Streets (67%)	\$694.76
Invoice	108835			
Transaction Date	7/3/2023	UB General Fund	0010	<b>Total</b> \$1,036.95
Refer	1196 <i>Sun and News</i>			
Cash Payment	E 101-101-9000	PUBLISHING & PRINTIN	Publish Budget Public Hearing Notice	\$91.50
Invoice	457938			
Transaction Date	7/3/2023	UB General Fund	0010	<b>Total</b> \$91.50
Refer	1176 <i>SUPERFLEET MASTERCARD PRO</i>			
Cash Payment	E 101-441-7270	GAS AND OIL	Fuel	\$359.92
Invoice				
Transaction Date	7/3/2023	UB General Fund	0010	<b>Total</b> \$359.92
Refer	1197 <i>United Bank VISA</i>			
Cash Payment	E 101-215-7260	OFFICE SUPPLIES	2 Pk Dust Off - Compressed Gas Duster - AM	\$16.94
Invoice				
Cash Payment	E 101-215-7260	OFFICE SUPPLIES	Safco 3094 Blueprint Storage File - AM	\$219.60
Invoice				Project 0
Cash Payment	E 101-265-8251	BUILDING EXPENSE	TP - Staples	\$36.70
Invoice				Project 0
Cash Payment	E 101-215-7260	OFFICE SUPPLIES	2 Cases Copy Paper - Staples	\$78.32
Invoice				Project 0
Cash Payment	E 101-215-7260	OFFICE SUPPLIES	2018 International Property Maintenance Code - Paperback - AM	\$50.55
Invoice				Project 0
Cash Payment	E 101-441-7750	SUPPLIES	Key Tags, Z Fold Towels - AM	\$49.97
Invoice				
Cash Payment	E 101-265-8251	BUILDING EXPENSE	Mats, Hand Soap Refills, Z Fold Towels, Hand Sanitizer - AM	\$107.76
Invoice				Project 0
Cash Payment	E 101-215-7260	OFFICE SUPPLIES	Laminating Sheets - AM	\$22.99
Invoice				Project 0
Cash Payment	E 101-228-8260	COMPUTER EXPENSE	Pixelvine - Website Maintenance - Monthly	\$75.00
Invoice				
Cash Payment	E 101-228-8260	COMPUTER EXPENSE	Intermedia - Phone & Fax	\$154.54
Invoice				

Payments

Current Period: July 23-24

Cash Payment	E 101-101-8560	MISCELLANEOUS EXPE	Refreshments - Budget Workshop - Jets	\$77.42
Invoice				
Cash Payment	E 101-441-7750	SUPPLIES	SC	\$27.94
Invoice				
Cash Payment	E 201-451-7100	STREET SIGNS	100) No Parking Tow Away - Temporary Signs - JCL	\$109.43
Invoice				
Transaction Date	7/3/2023	UB General Fund	0010	<b>Total</b> \$1,027.16
Refer	1180 WOODLAND TREE SERVICES, INC			
Cash Payment	E 101-442-8060	TREE PROGRAM	Stump Grind & Clean Up - 6 Addresses	\$285.00
Invoice	2343			
Cash Payment	E 101-442-8060	TREE PROGRAM	Tree Removal & Stump Grinding - 226 Terrace, 304 E Main - Trim	\$2,425.00
Invoice	2292			
Transaction Date	7/3/2023	UB General Fund	0010	<b>Total</b> \$2,710.00

Fund Summary

	0010 UB General Fund	
101 GENERAL FUND		\$13,327.54
201 MAJOR STREET FUND		\$3,008.77
203 LOCAL STREET FUND		\$11,847.82
		<u>\$28,184.13</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$28,184.13
<b>Total</b>	<u>\$28,184.13</u>

Village of Caledonia  
Status Report  
On  
Engineering Activities  
July 5, 2023

1. Legacies Village
  - Walked the site with the construction manager and prepared an updated memo of remaining items to be addressed.
2. Village Station
  - A bond has been issued for weather-dependent items. Punch list work is ongoing, and we will revisit the site when the majority of the items have been addressed. Following up with the developer periodically to check on status.
3. Kinsey Street Improvements (Main to Maple)
  - The project has been approved by MDOT and archived.

# Permit Listing - Active and Inactive

From: 06/01/23 To: 06/30/23

Unit: CC

Type B

Use	Issue Date	Permit Number	Permit Address	Contract Cost	Permit Cost	Active	Owner	Permit Description
R	6/2/2023	CC23009B	6102 N Costner	\$4,000.00	\$80.00	<input type="checkbox"/>		replace decking, railing and stairs on existing deck. Remain on same footprint
C	6/6/2023	CC23010B	9367 Cherry Valley	\$225,000.00	\$1,123.00	<input checked="" type="checkbox"/>	SFV-LLC Fit Body Bo	Tenant space Fill Out, Light gauge framing, drywall, flooring, paint & Finishes
R	6/27/2023	CC23011B	6004 Statler Ct SE	\$11,500.00	\$155.00	<input checked="" type="checkbox"/>	Travis Bernatche	Finish Bathroom in basement. Replace windows with walls and build shed with roll up door into area under existing sunroom
Summary for 'Type' = B (3 detail records)								
Sum				\$240,500.00	\$1,358.00			

Type E

Use	Issue Date	Permit Number	Permit Address	Contract Cost	Permit Cost	Active	Owner	Permit Description
C	6/14/2023	CC23010E	9367 Cherry Hall	\$0.00	\$136.00	<input checked="" type="checkbox"/>	Fit Body Boot Camp	Remodel Of Fit Body Boot Camp
R	6/27/2023	CC23011E	6004 Statler Ct SE	\$0.00	\$142.00	<input checked="" type="checkbox"/>	Travis & Tarah Bernat	Finish Bathroom in basement Replace windows with walls and build shed into area under existing sunroom
Summary for 'Type' = E (2 detail records)								
Sum				\$0.00	\$278.00			

Type M

Use	Issue Date	Permit Number	Permit Address	Contract Cost	Permit Cost	Active	Owner	Permit Description
C	6/13/2023	CC23014M	9367 Cherry Valley Ave Se	\$0.00	\$253.00	<input checked="" type="checkbox"/>	Fit Body Boot Camp	Remodel for fit Body Boot Camp-23-005
R	6/21/2023	CC23015M	6134 Glengarry	\$0.00	\$150.00	<input checked="" type="checkbox"/>	Terry Bolinger	furnace/ac
R	6/30/2023	CC23017M	222 Main St	\$0.00	\$150.00	<input checked="" type="checkbox"/>	Caledonia Farmers El	Furnace, AC, heat runs
R	6/30/2023	CC23018M	418 Vine	\$0.00	\$110.00	<input checked="" type="checkbox"/>	Annette & Reagan Fr	water heater

Monday, July 3, 2023

Page 1 of 2

Summary for 'Type' = M (4 detail records)

Sum \$0.00 \$663.00

Type P

Use	Issue Date	Permit Number	Permit Address	Contract Cost	Permit Cost	Active	Owner	Permit Description
C	6/5/2023	CC23005P	9367 Cherry Valley	\$0.00	\$141.00	<input checked="" type="checkbox"/>	Fit Body Boot Camp	Adding 2 bathrooms to Fit Body Boot Camp remodel
R	6/21/2023	CC23006P	6154 S Costner Ct	\$0.00	\$85.00	<input checked="" type="checkbox"/>	Carrie Zellner	Water heater
R	6/27/2023	CC23007P	6004 Statler Ct SE	\$0.00	\$140.00	<input checked="" type="checkbox"/>	Travis & Tarah Bernat	Finish Bathroom in basement.
Summary for 'Type' = P (3 detail records)								
Sum				\$0.00	\$366.00			
<b>Grand Total</b>				<b>\$240,500.00</b>	<b>\$2,665.00</b>			



**INFRASTRUCTURE  
ALTERNATIVES, INC.**

June 13, 2023

Caledonia Township  
8196 Broadmoor Avenue SE  
Caledonia, MI 49316

*Caledonia Township Water and Wastewater Utilities Report  
May 2023*

Caledonia Township Board,

Attached please find Caledonia Township's Water and Wastewater Utilities Report for May 2023 and the maintenance budget expenses and totals for April 2023.

On May 10 there were three 2<sup>nd</sup> grade classes (82 kids) from Emmons Lake Elementary School that took a tour of the utility area at the Township Building. Infrastructure personnel were on-site to conduct the demonstration. It consisted of a working small-scale model of a water supply and distribution system, a working three-phase pump model with level controls, a brief overview of the Caledonia water system, hands-on demonstration of the effects of pressure, the hands-on building of their color-changing beads, test tubes, and candy for the kids at the end.

On May 17 there were three 2<sup>nd</sup> grade classes (75 kids) from Caledonia Elementary School for a demonstration.

As always, I would be happy to elaborate on any of the submitted information or supply any additional information that would assist the township board. Please do not hesitate to contact me with any questions or clarifications.

Sincerely,

Ryan Moseley  
Infrastructure Alternatives  
Caledonia Township Water/Wastewater Utilities

Attachments: April 2023 Maintenance Budget





## **Caledonia Township Water System**

### **Executive Summary:**

The North Water Treatment Plant produced 6.126 Million gallons of water for the month of May with the South Water Treatment Plant producing 19.137 Million gallons of water for the month of May. The combined production total for the month of May was 25.263 Million gallons of water. Both plants and the distribution system were checked daily during the month for proper equipment operation, water quality, and the required preventative maintenance tasks. The Monthly Operations Report (MOR) for May 2023 was filed on time with the Michigan Department of Environment, Great Lakes, and Energy (EGLE).

### **New-Construction:**

- Performed six (6) water installation inspection(s) for the month of May.
- Performed (unavailable due to Miss Dig program switch) MISS DIGS for the month of May.
- Performed one (1) water meter radio remote installation(s) for the month of May.
- Performed six (6) water meter repair(s) for the month of May.

### **Emergency Call-Outs:**

- May 6, 2023 (Saturday 4:01 am): A PLC fault alarm was received from the South Water Plant. The cause of the alarm was a power blip that caused the generator to transfer.
- May 6, 2023 (Saturday 7:08 pm): Well fail to start alarm was received from the South Water Plant. The cause of the alarm was a power blip.
- May 15, 2023 (2:34 am): Multiple alarms from the South Water Plant due to a power blip.
- May 17, 2023: No water pressure call from the resident at 9128 Village Station. This location is a duplex, and the water service is located in the neighboring unit. The caller was advised to check with his neighbor to determine why the water was shut off.

### **Preventative Maintenance:**

- All scheduled maintenance has been performed. A report can be made available upon request.

### **General Operations:**

- May 2022: Backflow testing notices were mailed to commercial and industrial facilities with testing due in 2023. 190 assemblies located in 71 facilities are due to be tested this year.
- May 2023: Following the arrival of the parts, the check valve for filter #1 at the North Water Plant was rebuilt.
- May 2023: The semi-annual flushing of the 121 dead-end fire hydrants was completed. The flushing removes any stagnant water and improves water quality throughout the distribution system.
- May 30, 2023: Following a substantial increase in water production at both treatment plants, the filter backwashing schedule was moved to twice weekly.

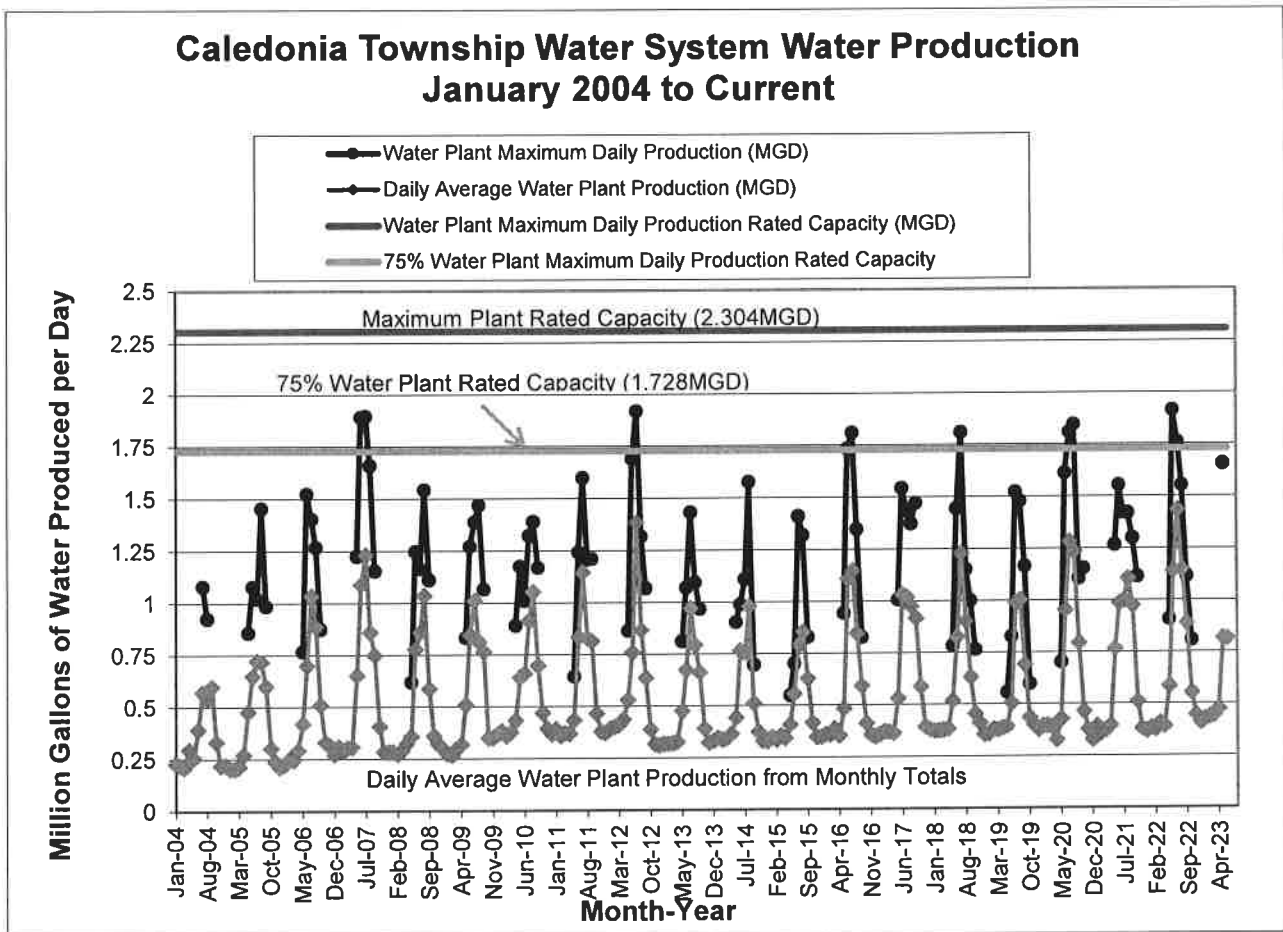
### **Pending Projects:**

- Lead and Copper Sampling
- North and South Water Tower Exterior Cleaning



**General Operation Information / Housekeeping:**

- The graph below demonstrates the Caledonia Township’s annual water production from both north and south water plants. 2022 set a new annual water production record at 248.713 Million Gallons (MG). 2022 surpassed the previous production record in 2021 at 231.618 MG. The max daily demand record of 1.918 MG took place on Saturday, July 14, 2012. The total water production for 2022 of 248.713 MG was a 7.4% increase from 2021. July 2022 set a new monthly production record of 44.369 MG. This surpassed the previous record in July 2012 of 42.885 MG. The July 2022 monthly production record took place with odd/even sprinkling regulations in place. May 2023 set a record daily average and maximum production amount for the month.





## **Caledonia Township M-37/Village Wastewater Collection System**

### **Executive Summary:**

The lift stations were checked weekly for general operation which includes: recording the pump run-times, manually exercising each pump to check for proper operation and “scrubbing” of the force main, and visually observing the lift station level and general condition. In addition to the weekly rounds all lift stations were also checked monthly for the following: alarm dialer operation, manually operation of all lift station floats, and performing amp draws on each lift station’s pumps.

### **New-Construction:**

- Performed six (6) sewer installation inspections for the month of May.
- Performed (unavailable due to Miss Dig program switch) MISS DIGS for the month of May in the M37 System.
- Performed (unavailable due to Miss Dig program switch) MISS DIGS for the month of May in the Village System.

### **Emergency Call-Outs:**

- May 4, 2023: Sewer backup call from the resident at 200 Vine Street. Upon arrival, the mainline sewer was inspected and found flowing freely. The resident was advised the issue was on the private side.
- May 6, 2023 (Saturday 2:57 am – 3:19 am): Three phase power fault alarm was received from the Cherry Valley Lift Station. The cause of the alarm was multiple power blips. The onsite generator provided power for the duration of the issues.
- May 10, 2023 (9:49 pm – 10:46 pm): High level alarm from the Jasonville Lift Station. Upon arrival, the level control floats were found hung up. The floats were repositioned, and the station resumed normal operation.
- May 14, 2023 (Sunday 8:51 pm): High level call again from the Jasonville Lift Station. The level control floats were found with debris impacting their operation. The floats were cleaned, and the station was scheduled for a vactor.
- May 15, 2023 (2:33 am – 2:53 am): Power outage alarm from the 76<sup>th</sup> Street Lift Station. While en route to transport a portable generator, the power was restored.

### **Preventative Maintenance / General Operation:**

- All scheduled maintenance has been performed. A report can be made available upon request.

### **Pending Projects:**

- Lift Station vegetation control



## Caledonia Township Campau/Kettle Lake Sewer System

### Executive Summary:

The wastewater treatment plant was checked on a daily basis for proper operation of equipment and system performance. All preventative maintenance tasks required for the month of May have been completed. The lift stations were checked weekly for general operation which includes: recording the pump run-times, manually exercising each pump to check for proper operation and “scrubbing” of the force main, and visually observing the lift station level and general condition. In addition to the weekly rounds, all lift stations were also checked on a monthly basis for the following: alarm dialer operation, manual operation of all lift station floats, and performing amp draws on every pump. The monthly Compliance Monitoring Report (CMR) for May 2023 was filed on time with EGLE. There was 1.857 (averaging 0.062 MGD) Million Gallons (MG) discharged from the WWTF throughout the month of May.

### New Construction:

- Performed zero (0) sewer inspection(s) for the month of May.
- Performed (unavailable due to Miss Dig program switch) MISS DIGS for the month of May.

### Emergency Call-Outs:

- May 3, 2023: Communication failure alarm from the manhole monitor on Acorn Street. The unit was manually reset and the communication was restored.

### Preventative Maintenance / General Operation:

- All scheduled maintenance has been performed. A report can be made available upon request.
- May 2023: IA staff replaced the hydraulic wet ends on the two pumps at the Blackstone Lift Station. The replacement restored the efficiency of these pumps.
- May 26, 2023: The Mixer in the East Sequencing Batch Reactor (ESBR) at the Campau WWTP faulted due to elevated amps. The normal reversing procedure was not effective to clear the rags. IA Mechanical Services pulled the mixer with a crane the same day. The mixer was cleared of the debris, greased, and returned to service. The WSBR mixer was also inspected and greased.
- May 30, 2023: The Mixer in the ESBR faulted again due to elevated amps. The mixer was pulled again and cleared. A new anti-deflection lip seal was ordered from Aqua Aerobics to reduce the chance of future plugging.

### Pending Projects:

- 8936 66<sup>th</sup> Street Grinder Panel Replacement
- Mechanical Grooming of the Rapid Infiltration Beds at the Campau WWTP
- Pull and install a new anti-deflection lip seal on the ESBR mixer at the Campau WWTP



## **Village of Caledonia Wastewater Treatment Plant**

### **Executive Summary:**

The wastewater treatment plant was checked on a daily basis for proper operation of equipment and system performance. All preventative maintenance tasks required for the month of May have been completed. There was a total of 12.783 MG (averaging 0.412 MGD) of wastewater to the plant for the month of May. The plant is effectively treating water and was in full compliance with the discharge permit in May.

### **Emergency Call-Outs / Alarm Conditions:**

- May 11, 2023 (5:45 pm – 6:21 pm): Generator running and transferred alarms from the WWTP. Following the short outage, the WWTP transferred back to line power.

### **Preventative Maintenance / Significant events:**

- All preventative maintenance for May was completed. A copy of the monthly or annual report can be made available upon request.
- May 2023: Semiannual hauling and land application of biosolids was completed. Approximately 782,000 gallons of biosolids were removed from the biosolids ground tank.
- May 11, 2023: Kennedy was on site at the WWTP to install a new 20 Hp Flygt pump in the main lift station. The new pump is the same model and frame as the existing pump #3 in the station. The new pump will provide the redundancy that is needed in heavy rain events. The lift station was also vacored (cleaned) during the installation.
- May 14, 2023: The plant received approximately 1,800 gallons of aluminum sulfate.
- May 25, 2023: A walk-through was conducted with IA staff, V&K, and Fishbeck. The purpose of the walkthrough was to identify final construction follow-up items. The report was generated and submitted to the General Contractor for correction.

### **Pending Projects:**

- Quarterly monitoring well sampling

**AGENDA SUPPLEMENT  
VILLAGE OF CALEDONIA REGULAR MEETING  
July 10<sup>th</sup>, 2023**

Public Hearing

Agenda Items

Consent Agenda

**To: The Honorable President and Village Council**

**Re: Zoning Amendment**

**Recommendation: Amend the Zoning Ordinance**

**BACKGROUND:** For the last several months the Planning Commission has been working on site plan review portion of the zoning ordinances. It was brought to light by Nathan Mehmed of Williams Works that there was a conflict in that the Planning Commission needed to approve site plan and it also stated the zoning administrator had the power to approve site plans also, contradicting each other.

The Planning Commission received information from the attorney and information from Nathan Mehmed Along with our Zoning Administrator and developed the proposed amendment to the zoning ordinance to hopefully resolve the problem.

On April 27th the Planning Commission held a public hearing on the proposed amendment.

**RECOMMENDATION:** Amend the Zoning Ordinance

**\*REQUESTED ACTION: (MOTION) *“ADOPT AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF THE VILLAGE OF CALEDONIA AS PROVIDED”***

**ALTERNATIVE:** Not accept the recommendation.

**FISCAL EFFECTS:** None to us.



900 MONROE AVE NW  
GRAND RAPIDS, MI 49503

PHONE (616) 632-8000  
FAX (616) 632-8002  
MIKAMEYERS.COM

Richard M. Wilson, Jr.	Mark E. Nettleton <sup>2</sup>	Daniel J. Broxup	<b>Of Counsel</b>	William A. Horn <sup>5</sup>
Daniel R. Kubiak	Nathaniel R. Wolf	Joshua D. Beard	James R. Brown	Mark A. Van Allsburg
Scott E. Dwyer	Jennifer A. Puplava	Bradley A. Fowler	John M. DeVries	
George V. Saylor, III	Benjamin A. Zainea	Amber M. Soler	Michael C. Haines	<b>Also Admitted in</b>
Elizabeth K. Bransdorfer	Christopher D. Matthyse	Curtis L. Underwood	James K. White	<sup>1</sup> Delaware
James F. Scales	Ronald M. Redick	Dominic T. Clolinger	Fredric N. Goldberg	<sup>2</sup> Illinois
Ross A. Leisman	Kimberly M. Large <sup>1</sup>	Alexander P. Henderson	John H. Gretzinger	<sup>3</sup> New York
Neil P. Jansen	Nikole L. Canute <sup>2</sup>	Kathryn M. Zoller	Douglas A. Donnell <sup>4</sup>	<sup>4</sup> Ohio
				<sup>5</sup> Wisconsin

May 31, 2023

Mr. Jeff Thornton, Manager  
Village of Caledonia  
250 S. Maple Street  
Caledonia, MI 49316

Re: Zoning Ordinance Amendments for Site Plan Review

Dear Jeff:

Enclosed is the amending ordinance to revise the site plan review chapter of the Caledonia Village Zoning Ordinance, which includes the changes requested by the Planning Commission from your email dated November 1, 2022. The Planning Commission voted to recommend adoption of the ordinance to the Village Council at its May 25, 2023 meeting.

As you know, the ordinance contains three changes to the site plan review chapter: 1) clarifying that site plan review by the Planning Commission is only required if there is a change in the building itself and add provisions for a zoning compliance certificate for a change in use; 2) allowing site plan review by the zoning administrator for minor additions to existing building or accessory buildings; and 3) replacing the current vague and subjective standards for site plan review with more typical objective standards. The amending ordinance also includes changes throughout Chapter 14 to recognize that site plan review may be made by the zoning administrator or the Planning Commission.

The Planning Commission held a public hearing on the proposed ordinance on April 27, and no member of the public appeared at the public hearing. The Village Council may adopt the proposed ordinance at its next meeting on June 12, and it does not need to hold a public hearing. After the meeting, please let us know if it was adopted and we will prepare and publish the notice of adoption.

If you have any questions or comments, please let me know. My phone number is (616) 632-8044 and my email is [kzoller@mikameyers.com](mailto:kzoller@mikameyers.com).

Mr. Jeff Thornton  
May 31, 2023  
Page 2

Please let me know if you would like me to attend the Village Council meeting on June 12. I will be at the Planning Commission's next meeting on June 22. Please send the agenda to me prior to the meeting.

Very truly yours,

A handwritten signature in cursive script that reads "Kathryn Zoller". The signature is written in dark ink and is centered on the page.

Kathryn M. Zoller

Enclosure  
Sent by e-mail



**VILLAGE OF CALEDONIA  
COUNTY OF KENT, MICHIGAN**

At a regular meeting of the Village Council of the Village of Caledonia, Kent County, Michigan, held at the Village Hall, 250 South Maple Street, Caledonia, Michigan, on the \_\_\_ day of \_\_\_\_\_, 2023, at 7:00 p.m.

PRESENT: Members: \_\_\_\_\_

ABSENT: Members: \_\_\_\_\_

The following preamble and ordinance were offered by Member \_\_\_\_\_ and seconded by Member \_\_\_\_\_:

**ORDINANCE NO. \_\_\_\_-23**

**AN ORDINANCE TO AMEND THE ZONING ORDINANCE  
OF THE VILLAGE OF CALEDONIA**

**[Site Plan Review]**

THE VILLAGE OF CALEDONIA ORDAINS:

**Section 1. Site Plan Review.** Chapter XIV of the Village of Caledonia Zoning Ordinance is amended to read in its entirety as follows:

**CHAPTER XIV  
SITE PLAN REVIEW; ZONING COMPLIANCE CERTIFICATE**

**“Section 14.1 Site Plan Review; Zoning Compliance Certificate.**

- (a) No building permit shall be issued for any new or expanded building, structure or outdoor use, unless a site plan has been reviewed and approved in accordance with the provisions of this chapter, except for single-family dwellings, two-family dwellings, and farm buildings located on a farm.
- (b) No existing building or parcel shall be changed from one use to another use, unless a zoning compliance certificate has been approved in accordance with the provisions of this chapter.
- (c) No building permit shall be issued for any new or expanded single or two-family dwelling or farm building unless a zoning compliance certificate has been approved in accordance with the provisions of this Chapter.

**Section 14.2 Zoning Compliance Permit.**

- (a) A change from one permitted use to another permitted use within an existing building, not accompanied by any change in exterior dimensions or height of the building in which the use is to be conducted, shall be permitted only following issuance of a zoning compliance permit by the Zoning Administrator for the proposed new use.
- (b) An application for a zoning compliance permit shall be made on a form provided by the Village, accompanied by a fee established by resolution of the Village Council. The contents of the application shall be determined by the Zoning Administrator and may include some or all of the requirements below for site plan content, or as necessary for the Zoning Administrator to determine compliance of the proposed use with the ordinance.
- (c) The Zoning Administrator shall review the application for a zoning compliance permit in accordance with the standards of review and may impose conditions of approval as applicable to a site plan. The zoning compliance permit shall be approved upon satisfactory proof of compliance with this ordinance and all other applicable ordinances and laws.
- (d) The Zoning Administrator may, in his/her sole discretion, refer requests for approval to the Planning Commission, even if eligible for staff zoning compliance permit approval.

**Section 14.3 Reviewing Body or Official for Site Plan**

- (a) A site plan shall be reviewed and approved by the Zoning Administrator in the following circumstances:
  - (1) An alteration of an existing building, structure or site improvement (i) which does not increase either the gross floor area or occupancy capacity by more than twenty percent (20%) and (ii) which does not require more than five (5) parking spaces in addition to those required for the existing building based on the parking requirements of this ordinance.
  - (2) Construction of a building or structure which is accessory to and does not exceed twenty percent (20%) of the gross floor area of the principal building.
  - (3) The Zoning Administrator may, in his/her sole discretion, refer requests for site plan approval to the Planning Commission, even if such site plan is eligible for staff approval.
- (b) Site plan approval by the Planning Commission is required for the following:

- (1) Any new building, structure or outdoor use, or alteration of an existing building, structure or site improvement not designated for Zoning Administrator approval.
- (2) Any special land use.
- (3) As otherwise required in this ordinance.

**Section 14.4 Site Plan Content.** A site plan shall include all of the following information and, if required by the reviewing body or official, it shall be prepared by and shall bear the seal of a registered professional engineer:

- (a) A description of the proposed use, including the type and nature of the proposed use, the area devoted to the use, any occupancy capacity, and other information as necessary to allow the reviewing body or official to determine if the proposed use is permitted in the zoning district and what additional approvals may be required.
- (b) A plot plan based on an accurate land survey showing:
  - (1) Location, size and type of present buildings or structures to be retained or removed.
  - (2) Location and dimension of all proposed buildings, structures or other improvements.
  - (3) Location and dimension of existing and proposed streets, drives and parking lots, and number of parking spaces.
  - (4) Location of water and sewer lines.
  - (5) Storm drainage.
  - (6) Refuse and service areas.
  - (7) Utilities with reference to location, availability and compatibility.
  - (8) Screening and buffering with reference to type, dimensions and character.
  - (9) Ground cover and other pertinent physical features of the site such as trees.
  - (10) Proposed landscaping.
  - (11) Location of existing improvements.
  - (12) Location of lot lines, and distances of buildings and improvements from lot lines.
  - (13) Exterior lighting and signs.

- (14) Access for emergency vehicles.
- (15) Gross areas of buildings and parking.
- (c) Additional information as may be requested by the reviewing body or official which is reasonably necessary to evaluate the site plan.
- (d) The reviewing body or official may waive the inclusion in the site plan of any of the information required by this section which is not reasonably necessary to evaluate the site plan or determine compliance with this and other applicable ordinances.

**Section 14.5 Standards of Review.** The reviewing body or official shall approve a site plan if it determines that the plan complies with the requirements of this ordinance and satisfies the following standards:

- (a) The uses proposed will not harm the public health, safety, or welfare. All elements of the site plan shall be designed to take into account the site's topography, the size and type of plot, the character of adjoining property and the type and size of buildings. The site shall be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this ordinance.
- (b) Safe, convenient, uncongested, and well-defined vehicular and pedestrian circulation within and to the site shall be provided. Drives, streets and other elements shall be designed to promote safe and efficient traffic operations within the site and at its access points.
- (c) The arrangement of public or common ways for vehicular and pedestrian circulation and their connection to existing or planned streets in the area shall be planned to operate in the safest and most efficient means possible.
- (d) The landscape shall be preserved in its natural state, insofar as practical, by removing only those areas of vegetation or making those alterations to the topography which are reasonably necessary to develop the site in accordance with the requirements of this ordinance. The reviewing body or official may require that landscaping, buffers, and/or greenbelts be preserved and/or provided to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property.
- (e) Appropriate measures shall be taken to ensure that removal of surface waters will not adversely affect neighboring properties or nearby bodies of water. Provisions shall be made to accommodate storm water, prevent erosion and the formation of dust. The use of detention/retention ponds may be required. Surface water on all paved areas shall be collected at intervals so that it will not obstruct the flow of vehicular or pedestrian traffic or create standing water.

- (f) All buildings or groups of buildings shall be arranged so as to permit necessary emergency vehicle access as required by the Fire Department and Sheriff's Department.
- (g) All loading and unloading areas and outside storage areas, including refuse storage stations, shall be screened from the view of the street and/or adjacent properties.
- (h) Exterior lighting shall be arranged so that it is deflected away from adjacent properties and so that it does not impede the vision of traffic along adjacent streets.
- (i) Off-street parking and loading areas shall be provided where required, with particular attention to noise, glare and odor effects of each use in the plan on adjoining properties and properties in the proposed development.

**Section 14.6 Conditions of Review.** The reviewing body or official may impose reasonable conditions on the approval of a site plan. The conditions may include, but are not limited to, conditions necessary to ensure that public services and facilities affected by a proposed land use or activity will be capable of accommodating increased service and facility loads caused by the land use or activity, to protect the natural environment and conserve natural resources and energy, to ensure compatibility with adjacent uses of land and to promote the use of land in a socially and economically desirable manner. Conditions imposed shall meet all of the following requirements:

- (a) Be designed to protect natural resources, the health, safety and welfare and the social and economic welfare of those who will use the land use or activity under consideration, residents and landowners immediately adjacent to the proposed land use or activity and the community as a whole.
- (b) Be related to the valid exercise of the police power, and purposes which are affected by the proposed use or activity.
- (c) Be necessary to meet the intent and purpose of this ordinance, be related to the standards established in this ordinance for the land use or activity under consideration and be necessary to ensure compliance with those standards.

The conditions imposed with respect to the approval of a site plan shall be recorded in the record of the approval action and shall remain unchanged except under mutual consent of the reviewing body or official and the landowner. The Village shall maintain a record of conditions which are changed. The record of such conditions shall be set forth in the minutes of the meetings of the Planning Commission, or on the zoning compliance certificate issued by the Zoning Administrator. A copy of all minutes of the Commission shall be furnished to the secretary of the Village Council.

**Section 14.7 Procedure for Review by the Planning Commission.** A minimum of three (3) copies of a site plan shall first be submitted to the Village Zoning Administrator.

Upon determining that the proposed use complies with the Zoning Ordinance, the Building Code and other pertinent codes and ordinances, the Zoning Administrator shall cause the site plan to be placed on the agenda of a meeting of the Planning Commission.

**Section 14.8 Appeal.** If any person shall be aggrieved by the action of the reviewing body or official with regard to a zoning compliance permit or site plan review, such person may appeal in writing to the Zoning Board of Appeals within seven (7) days after the date of such action. The Zoning Board of Appeals shall establish the time and place for a public hearing and shall provide notice of the public hearing in the manner provided in Section 19.7 of the Zoning Ordinance. All parties in interest shall be afforded the opportunity to be heard at the public hearing. Following the public hearing, the Zoning Board of Appeals shall affirm, modify or reverse the action of the reviewing body or official with regard to site plan review, or shall remand the appeal to the reviewing body or official for reconsideration. In all decisions on appeal, the Zoning Board of Appeals shall state its findings and reasons for its action, and a written copy thereof shall be given to the applicant and the reviewing body or official.

**Section 14.9 Amendments to the Approved Site Plan.** Amendments to site plan approval given by the Planning Commission shall be permitted only under the following circumstances:

- (a) The holder of an approved site plan shall notify the Zoning Administrator of any proposed amendment to an approved site plan.
- (b) Minor changes may be approved by the Zoning Administrator upon determining that the proposed revisions will not alter the basic design, or any specified conditions imposed as part of the original approval. The Zoning Administrator may, in his or her sole discretion, request that an amendment be referred to the Planning Commission for consideration. The following items shall be considered as minor changes:
  - (1) Change in the building size, up to 5 percent in total floor area.
  - (2) Movement of buildings or other structures by no more than ten feet.
  - (3) Replacement of plant material specified in the landscape plan with comparable materials of an equal or greater size.
  - (4) Changes in building materials to a comparable or higher quality.
  - (5) Changes in floor plans which do not alter the character of the use.
  - (6) Changes required or requested by the Village, the Kent County Road Commission, or other county, state, or federal regulatory agency in order to conform to other laws or regulations.
  - (7) Changes required or requested by the Village for safety reasons.

- (8) Internal rearrangement of a parking area which does not affect the number of parking spaces or alter access locations or design.
  - (9) Changes which will preserve the natural features of the site without changing the basic site layout.
  - (10) Moving of ingress and egress drives a distance of not more than 100 feet if required by the County Road Commission.
  - (11) Changing to an equally restricted or more restricted use, provided there is no reduction in the amount of off-street parking.
  - (12) Other similar changes of a minor nature which are deemed by the Zoning Administrator to be not material or significant in relation to the entire site, and which the Zoning Administrator determines would not have a significant adverse effect upon the subject lands, or upon adjacent or nearby lands or the public interest. As to such similar changes, or any minor change which is submitted to the Zoning Administrator for approval, the Zoning Administrator may refer such request for a change to the Planning Commission for a decision, regardless of whether the proposed change qualifies or does not qualify as a minor change, in which case the Planning Commission shall make the decision on the requested change.
- (c) A proposed amendment not determined by the Zoning Administrator to be minor shall be submitted to the Planning Commission as a site plan amendment and shall be reviewed in the same manner as the original application.

**Section 2. Permits.** Section 19.3 of the Village of Caledonia Zoning Ordinance is

hereby amended to read in its entirety as follows:

**19.3 Permits.** No building or structure shall be erected, moved, placed, reconstructed, extended, enlarged or altered except following the issuance of a permit therefor, as provided by the terms of the Village Building Code.

In the case of a mobile home located within a mobile home park, a permit for the erection, movement, placement, reconstruction, extension, enlargement or alteration of a mobile home may be issued if such mobile home meets or exceeds all applicable federal and state safety and construction standards, including but not limited to The Federal Mobile Home Construction and Safety Standards Act, 24 CFR § 3280.1, et seq, and as the same may be amended from time to time.

Application for any such permit shall state the name of the owner and contractor, the address or description of the premises, the value of the improvements, and other information required by the applicable Building Code. A building permit shall be issued only upon prior issuance of a certificate of zoning compliance or site plan approval.

**Section 3. Publication/Effective Date.** This ordinance shall become effective seven days after its publication or seven days after publication of a summary of its provisions in a local newspaper of general circulation in the Village.

AYES:        Members: \_\_\_\_\_

NAYS:        Members: \_\_\_\_\_

ORDINANCE DECLARED ADOPTED.

\_\_\_\_\_  
Jeff Thornton, Village Clerk  
Village of Caledonia

STATE OF MICHIGAN    )  
                                  ) ss.  
COUNTY OF KENT       )

I hereby certify that the foregoing is a true and complete copy of an ordinance adopted by the Village Council of the Village of Caledonia at a regular meeting held on the date first stated above, and I further certify that public notice of such meeting was given as provided by law.

\_\_\_\_\_  
Jeff Thornton, Village Clerk  
Village of Caledonia



**AGENDA SUPPLEMENT  
VILLAGE OF CALEDONIA REGULAR MEETING  
July 10<sup>th</sup>, 2023**

Public Hearing

Agenda Items

Consent Agenda

**To: The Honorable President and Village Council**

**Re: Village Ordinances Golf Carts**

**Recommendation: Discussion**

**BACKGROUND: We have had many issues regarding golf carts and other modes of transportation within the village.**

**The Village allowed for golf carts to be acceptable on Village streets and adopted ordinances to ensure their proper safe use, in that they are mostly treated the same as Vehicles operated on the roadways. The Village attempted to tighten things up for golf carts stating the hours of operation or conditions of operation, along with their registration.**

**Flagrant Misuse of the golf carts is rampant with a concern of how to enforce our ordinance?**

**With the explosion of electric modes of transportation with electric bikes, skateboards, One Wheels, scooters, etc. We see many more violations and total disregard for signage indicating “no motorized vehicles” on non-motorized pathways, Lakeside Park, the Community Green, school property and the Paul Henry Trail by many vehicles, not just golf carts.**

**ANALYSIS: Our attorney states that an ordinance amendment “may” help .**

**RECOMMENDATION: Have discussion.**

**\*REQUESTED ACTION: (MOTION) *None***

**ALTERNATIVE:**

**FISCAL EFFECTS: Not known.**

### **Section 5.5 Severability.**

If a court of competent jurisdiction declares any provision of this Ordinance or the Uniform Traffic Code or a statutory provision adopted by reference herein to be unenforceable, in whole or in part, such declaration shall only affect the provision held to be unenforceable and shall not affect any other part or provision; provided that if a court of competent jurisdiction declares a penalty provision to exceed the authority of the Village of Caledonia, the penalty shall be construed as the maximum penalty that is determined by the court to be within the authority of the Village of Caledonia to impose.

### **Section 5.6 Odd-Even Parking Regulations.**

(1) On any even numbered day of the month before April 15, or after November 1 of any year, no motor vehicle or other vehicle shall be parked on or in that half of any public street within the Village adjacent to buildings having odd numbered building numbers from 12 o'clock midnight until 6 o'clock a.m., or at any time or for any period of time between such hours; on any odd numbered day of the month before April 15 or after November 1 of any year, no motor vehicle or other vehicle shall be parked on or in that half of any public street within the Village of Caledonia, adjacent to buildings having even numbered building numbers, from 12 o'clock midnight until 6 o'clock a.m. or at any time or for any period of time between such hours.

(2) Any official charged with enforcement of state or Village traffic regulations shall place a parking violation notice or tag upon any motor vehicle or other vehicle parked in violation of the terms of this section.

### **Section 5.7 Other Parking Regulations.**

(1) No motor vehicle or other vehicle shall be parked on or in Main Street, between Mill Street and Church Street, at any time or for any period of time from or between 3 o'clock a.m. until 5:30 o'clock a.m. on any day.

(2) Any official charged with enforcement of state or Village traffic regulations shall place a parking violation notice or tag upon any motor vehicle or other vehicle parked in violation of the terms of this section.

### **Section 5.8 Golf Carts.**

(1) **Purpose.** These regulations are intended to secure the public peace, health and safety of the residents and property owners of the Village of Caledonia for the regulation of the use of golf carts on public roads within the corporate limits of the Village, to provide for the issuance of decals in connection with the registration of golf carts, and to provide penalties for the violation of these provisions.

#### **(2) Definitions.**

(a) *Decal* means the sticker displayed on the front of every registered golf cart within the Village, which are obtained by completing and submitting the proper registration form to the Village.

(b) *Driver license* means an operator's or chauffeur's license or permit issued to an individual by the Secretary of State under Chapter III of the Michigan Vehicle Code, 1949 PA 300, MCL 257.301 to MCL 257.329, as amended, for that individual to operate a vehicle, whether or not conditions are attached to the license or permit.

(c) *Golf cart* means a vehicle designed for transportation while playing the game of golf.

(d) *Maintained portion* means that portion of a road improved, designated or ordinarily used for vehicular traffic.

(e) *Operate* means to ride in or on, or be in actual physical control of the operation of the golf cart.

(f) *Operator* means a person who operates or is in actual physical control of the operation of a golf cart.

(g) *Registration* means the process through which every person intending to operate a motorized golf cart on roads or streets within the Village must follow.

(h) *Street* means a road, roadway, street or right-of-way within the Village of Caledonia street system, but does not include a private road. The terms road, roadway, street and right-of-way are interchangeable.

(i) *Sunset and sunrise* mean that time determined by the National Weather Service on any given day.

(j) *Village* means the Village of Caledonia, County of Kent, State of Michigan.

(3) **Operation of Golf Carts on Village Streets.** A person may operate a golf cart on Village streets, subject to the following restrictions:

(a) A person shall not operate a golf cart on any street unless he or she is at least 16 years old and is licensed to operate a motor vehicle.

(b) The operator of a golf cart shall comply with the signal requirements of MCL 257.648, as amended, that apply to the operation of a vehicle.

(c) All golf carts are required to have a red reflector on the rear of the golf cart that shall be visible from all distances up to 500 feet when in front of lawful low beams of headlamps on a motor vehicle.

(d) The operator of a golf cart shall obey by all sections pertaining to traffic in the Michigan Vehicle Code and the Uniform Traffic Code.

(e) A person operating a golf cart upon a roadway shall ride as near to the right side of the roadway as practicable, exercising due care when passing a standing vehicle or one proceeding in the same direction.

(f) A person shall not operate a golf cart on a state trunk line highway. This subsection does not prohibit a person from crossing a state trunk line highway when operating a golf cart on a street of the Village, using the most direct line of crossing.

(g) Where a usable and designated path for golf carts is provided adjacent to a road or street, a person operating a golf cart shall be required to use that path. A golf cart shall not be operated on a sidewalk constructed for the use of pedestrians.

(h) A person operating a golf cart shall not pass between lines of traffic, but may pass on the left of traffic moving in his or her direction in the case of a two-way street, or on the left or right of traffic, in an unoccupied lane, in the case of a one-way street.

(i) A golf cart shall be operated at a speed not to exceed 15 miles per hour and shall not be operated on a roadway or street with a speed limit of more than 30 miles per hour except to cross that roadway or street. The Village may designate roads or classifications of roads for use by golf carts.

(j) A golf cart shall not be operated on the streets of the Village during the time period from one-half hour before sunset to one-half hour after sunrise.

(k) A person operating a golf cart or who is a passenger in a golf cart is not required to wear a crash helmet.

(l) A golf cart shall not be used to carry more persons at one time than the number for which it is designed and equipped.

(m) A golf cart operated on a street of the Village is not required to be registered under this Act for purposes of Section 3101 of the Insurance Code of 1956, 1956 PA 218, MCL 500.3101, as amended.

(n) A golf cart shall not be operated during inclement weather or with snow and/or ice on the ground.

(o) Golf carts shall not be operated on a road or street in a negligent manner, endangering any person or property, or obstructing, hindering, or impeding the lawful course of travel of any motor vehicle or the lawful use by any pedestrian of public streets, sidewalks, paths, trails, walkways or parks.

(p) Off-road vehicles, such as Gators, all-terrain vehicles (ATVs), a multitrack or multi-wheel drive vehicle, dune buggy, or like-vehicles are not considered golf carts.

(q) This section does not apply to a police officer, Village officials, employees, contractors or volunteers in the performance of Village duties.

(4) **Parking Regulations.** The parking, stopping, and standing regulations provided in the Village Ordinance Code, which are adopted by reference therein, shall also apply to golf carts operated in the Village, as if they are motor vehicles under those provisions.

(5) **Registration and Decals.**

(a) Golf cart owners shall register each golf cart on an annual basis by making application to the Village. Such application shall include a photograph of the golf cart and proof of insurance as a rider to a homeowner's or renter's policy, or in any other form of policy selected by the applicant, for coverage of personal injury or property damage resulting from operation of the subject golf cart. The minimum amount of coverage shall be no less than \$300,000.00, and the Village shall be named as an additional insured. The Village shall review and approve or deny each application, and a list of registered golf carts shall be maintained by the Village Manager or Clerk.

(b) A fee of Ten Dollars (\$10.00) shall be charged for the registration of a golf cart. The Village Council may, from time to time, revise the fee amount or otherwise change the fee by adopting a resolution to amend the fee. Each approved golf cart shall be issued a registration decal. The golf cart owner shall affix each decal provided by the Village on the front of the golf cart. The decal shall be valid for one year.

(c) Failure to register a golf cart or renew an existing registration shall constitute a violation of this article.

(d) The Village retains the right to refuse to issue and/or revoke any registration decal from any golf cart for any reason that is felt appropriate to ensure the safety and well-being of the citizens of the Village.

(e) Any police officer (including a deputy sheriff) or authorized Village official may temporarily suspend any registration decal, and ban further access on any public street or public property by any golf cart, when in the opinion of that officer or official the golf cart is being used in a manner to cause damage to public property or members of the public.

(6) **Violations and Penalties.**

(a) Any person violating any provisions of this Section shall be responsible for a civil infraction. The penalty for the first offense shall be \$100.00. For any subsequent or repeat offense, the fine shall be \$250.00.

(b) A court may order a person who causes damage to the environment, a road, or other public property as a result of the operation of a golf cart to pay full restitution for that damage above and beyond the penalties paid for civil infractions.

**AGENDA SUPPLEMENT  
VILLAGE OF CALEDONIA REGULAR MEETING  
July 10<sup>th</sup>, 2023**

Public Hearing

Agenda Items

Consent Agenda

**To: The Honorable President and Village Council**

**Re: Village Ordinances Sec.8.18**

**Recommendation: Remove Sunday Restriction**

**BACKGROUND:** This Ordinance is fairly new to the village, only being adopted in the early summer of 2019 in response to parking lot events being held along the M-37 corridor.

**ANALYSIS:** With the development and use of the “Community Green” Sunday use has generated many uses that are using amplified device for simple as ambient sound. Lakeside Park has been also seeing similar request.

In reviewing, is there really a “need” for the ordinance when we already have an ordinance that hold excess music, voice or any other sound from being excessive. Section 8.23(5) Noise and Section 8.6(1) Disorderly Conduct.

**RECOMMENDATION:** Repeal Village Ordinance

**\*REQUESTED ACTION: (MOTION)** *“To direct the manager to provide the appropriate documentation for consideration at the next meeting”*

**ALTERNATIVE:** Not accept the recommendation.

**FISCAL EFFECTS:** None to us.

(b) The bottom and walls of such liner type swimming pool are constructed in accordance with the specifications of the manufacturer of the liner.

(4) Each swimming pool shall be enclosed by a fence or wall of a height of at least four feet above the ground, and which is constructed in such a manner that no person may enter the yard or the area where the pool is located without passing through a gate or door located on the lot on which the swimming pool is situated. The fence may be placed on or anywhere inside the lot lines of the parcel of land where the pool is situated; provided however, that no fence may be erected closer to a street than a building may be erected in the zoning district, under the Village Zoning Ordinance, in which the pool is located. If the pool is a permanent, above-ground type with a wall height of at least four feet above the surrounding ground surface, and if the pool is of such construction as not to be readily climbed by children, then the ends of the fence may be attached to the pool structure and the fence need be erected only around the immediate area of the ladder or other means of access to the pool.

(5) All gates and doors which permit access to the swimming pool area shall be capable of being located and shall be locked at all times when no person is present on the lot on which the pool is located. All gates and doors which permit access to the pool area shall be of a self-closing, latch type, with the latch on the inside of the gate or door; in addition, each such gate or door shall have a lock located on the inside thereof.

(6) The provisions of subsections (4) and (5), above, shall apply to swimming pools constructed before the adoption of this Code, as well as to those constructed hereafter.

#### **Section 8.18 Sound Amplifiers. [Amended by Ord. No. O19-02]**

(1) It shall be unlawful to maintain or operate any loudspeaker or amplifier connected with any radio, phonograph, microphone or other device, by which sounds are magnified so as to be heard over any public street or public place, without having first obtained a permit for such purpose from the Village Clerk.

(2) Any person, firm or corporation desiring a permit for the use or operation of such sound amplifying device shall file an application therefor with the Village Clerk, setting forth the name and address of the applicant, the name of the owner of such device, the date upon which it is intended to be used, the purpose for such use, the duration of such use and such other information as may be prescribed by action of the Village Council. Such permit, if issued, shall set forth all of the terms and conditions under which the use and operation of such device may occur.

(3) No licensee shall use, operate or employ any such sound amplifying device within the Village limits on Sunday; no licensee shall use, operate or employ any such device within a radius of two blocks from any funeral home, church or cemetery while funeral services are being held at such location.

(4) This section shall not apply to radios in motor vehicles, or to radios, phonographs or television sets in residences or other buildings, when the same are operated in such manner as not to be audible at a distance of 100 feet from any such motor vehicle in which a radio may be operated, or at a distance of 100 feet from the boundary line of the lot or other parcel of land on which such residence is located.

This section shall not apply to noise devices, bands or other musical devices, or to the discharge of firearms, when the same are used (a) in any charitable or community event, public parade or procession, or patriotic or historical observance or display (without regard to the day of the week such event may occur), and (b) when the same takes place under the terms of a permit lawfully issued under the ordinances of the Village.

### **Section 8.19 Safety Regulations for Public Buildings.**

(1) The owner, agent, occupant or person in control of any auditorium, school, church, theater, lodge hall or other public building, and in the case of schools, the Board of Education, shall maintain such buildings in a safe condition for the use, operation and accessibility by any persons.

(2) The Village Fire Chief or other members of the Fire Department shall, in their discretion, inspect such public buildings periodically, with regard to the operation and accessibility of regular and emergency exits, and with regard to the location and number of any items of fire protection equipment.

(3) All public buildings which may be used or which are used for public meeting places or similar purposes, including churches, schools, theaters, lodge halls and other public buildings, and all buildings used for commercial purposes to which the public is invited, shall be built so that all doors leading from the main hall or place of assembly, or the principal part of such building, shall open outward, and all means of egress for persons within such building shall be by means of doors which open outward from and out of the building.

(4) There shall be no obstruction in the way of or upon any fire escape, balcony or ladder intended as a means of escape from fire. No flammable material shall be permitted under or at the bottom of any stairway, elevator or other part of any building, nor shall any such material be placed in such position as to obstruct or render hazardous the means of exit from any building. There shall be no obstructions in the hallways of apartment houses, lodging houses, tourist homes or hotels, if such obstruction would interfere with reasonable exit from the building in the event of fire or other emergency. No person shall obstruct any door, aisle or passageway of any theater, church or other place of public assembly in such manner as to interfere with exit from the building in the event of fire or other emergency.

### **Section 8.20 Reserved. [Repealed by Ord. No. O10-29]**

### **Section 8.21 Parades and Motorcades.**

#### **(1) Definitions.**

(a) Parade means any march or procession consisting of people, animals or vehicles, or any combination thereof, except funeral processions, upon any public street, sidewalk, alley or other public place, which does not comply with normal and usual traffic operations, regulations or controls; parade shall not include a march or procession consisting of not more than 100 school band students, assembled for the purpose of practicing band performances or routines.

(b) Motorcade means an organized procession containing 25 or more vehicles, except funeral processions, upon any public street, sidewalk, alley or other public place.



detailed report and financial statement showing the amount of funds raised by the campaign, the amount expended in collecting such funds, including a detailed report of the wages, fees and commissions paid to any person in connection with such solicitation, and the disposition of the balance of the funds collected by the campaign.

(9) **Agents or Permit Holders.** All persons to whom permits have been issued under this Ordinance shall furnish proper credentials to their agents and representatives for such charitable solicitations campaign. Such credentials shall include the name of the permit holder, the date, a statement describing the holder's charitable, educational, patriotic or philosophic activity, a description of the purpose of the solicitation, the signature of the permit holder and the name, address and signature of the solicitor to whom such credentials are issued and the specific period of time during which the solicitor is authorized to solicit on behalf of the permit holder. No person shall solicit under any permit granted under this section without such credentials and a facsimile copy of the permit in his possession. Such credentials and facsimile copy of the permit shall be shown upon request to all persons solicited and to any police officer of the Village or any member of the County Sheriff's Department. No agent or solicitor shall conduct or participate in any charitable solicitations campaign except under a valid permit issued in compliance with this section.

### **Section 8.23 Other Regulations.**

(1) **Abandoned Refrigerators.** It shall be unlawful to abandon any refrigerator, freezer or ice box or other such device having an automatic lock on a compartment large enough to enclose a human being in any place accessible to children without first removing the doors of such refrigerator, freezer, ice box or other such device.

(2) **Weapons.**

(a) It shall be unlawful to carry any concealed weapons, as defined by the State Penal Code, in violation of the laws of this state, except that this provision shall not apply to B-B guns or other air guns. It shall be unlawful to discharge any pistol, revolver or rifle within the Village of Caledonia, except as follows:

(i) Authorized officers of the law are permitted to discharge their weapons in the performance of their duties.

(ii) A person may discharge a weapon for the protection of life and/or property, to the extent permitted by law.

(b) No weapon, including, but not limited to, firearms, bow and arrows, crossbows, compound bows and other such devices, shall be used recklessly or without regard for the safety of other persons, nor shall any weapon be shot or discharged upon or across any public street or highway.

(c) It shall be unlawful for any person to discharge any bow and arrow, crossbow or compound bow inside the Village limits except as follows:

(i) A bow and arrow, crossbow or compound bow shall be used only on private property, and only with the express prior consent of the property owner.

(ii) All arrows or other projectiles shot from any bow and arrow, crossbow or compound bow shall remain upon the private property from which the arrow or projectile was shot at all times while in flight and upon falling to the ground.

(iii) Adequate and effective measures shall be taken to prevent any injury to person or property.

(3) **Unlawful Assembly.** It shall be unlawful to collect, gather or be a member of any disorderly crowd of persons, or any crowd of persons gathered for any unlawful purpose.

(4) **Scaffolds.** Any scaffold or ladder placed in such a manner that it overhangs or can fall onto any public street, alley or other public place, shall be firmly constructed and safely guarded; it shall be unlawful to place or leave any tools or articles on any such ladder or scaffold in such a manner that the same can fall onto any such street, sidewalk, alley or other public place from a height greater than four feet.

(5) **Noise.** It shall be unlawful to make or cause to be made any noise or sound of such volume or of such a nature as to cause substantial disturbance of the peace.

(6) **Unattended Machinery.** It shall be unlawful for any person, firm or corporation to permit any construction, compaction, earth grading or farm machinery which is self-propelled and moves upon the ground, and which is owned or controlled by such firm, person or corporation, to stand for any period of time unattended without locking the ignition system or otherwise rendering such machinery inoperable, so as to prevent any person unauthorized by the owner or individual in control thereof from starting said machinery.

(7) **Defacing Public or Private Property.** No person shall mar, injure, destroy or deface, or aid in injuring, destroying or defacing any public or private property within the Village; or mar, injure, destroy or deface, or cause to be marred, destroyed, injured or defaced, any street sign or traffic device, street light, lamp post, fence, railroad signal device, awning, bridge, tree or apparatus or any other property, not belonging to the person so offending, and without permission of the owner, whether such property be public or private.

#### **Section 8.24 Drug Paraphernalia.**

(1) **Definitions.** The term “drug paraphernalia” shall mean all equipment, products and materials of any kind which are used, intended for use, or designed for use, in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, injecting, ingesting, inhaling, or otherwise introducing into the human body a controlled substance as provided for in Act 368 of the Michigan Public Acts of 1978, as amended.

(2) **Possession of Drug Paraphernalia.** It shall be unlawful for any person to use, or to possess with intent to use, drug paraphernalia to plant, propagate, cultivate, grow, harvest, manufacture, compound, convert, produce, process, prepare, test, analyze, pack, repack, store, contain, conceal, inject, ingest, inhale, or otherwise introduce into the human body a controlled substance in violation of this section.

**Section 8.5 Bees.**

It shall be unlawful to keep or harbor any bees within the limits of the Village. Any beehive used or occupied by bees is hereby declared to be a nuisance; it shall be unlawful to keep or maintain any such beehive within the Village.

**Section 8.6 Disorderly Conduct.**

Any person who shall do any of the following acts within the Village shall be guilty of disorderly conduct:

- (1) Incite, encourage, participate in or be connected with any unlawful assemblage, riot, disorder or make or assist in making any noise or disturbance which shall tend to destroy peace and good order;
- (2) Disturb or be instrumental in disturbing any school, meeting or congregation;
- (3) Jostle or roughly crowd or push any person unnecessarily in any street, alley or other public place;
- (4) Engage in any fray, or commit any assault or assault and battery upon another, or commit any act whatsoever amounting to a breach of the peace;
- (5) Be under the influence of intoxicating liquor, narcotic drugs or other controlled substances upon any public street or in any public place;
- (6) Discharge any firearm (as defined by the State Penal Code);
- (7) Explode any fireworks or firecrackers, except under lawful permit authorizing the same;
- (8) Maliciously or willfully destroy, deface, damage or injure any public property or any private property owned by another;
- (9) Insult, accost, molest or otherwise annoy, either by word of mouth or by sign or motion, any person in any street, alley or other public place;
- (10) Misrepresent or falsify his or her age or the age of another for the purpose of obtaining beer, wine, liquor or other intoxicating beverage for any minor under the age of 21 years;
- (11) Obstruct, resist, injure or fail or refuse to comply with any lawful order or direction of the Village Marshal or any police officer.

**Section 8.7 Curfew.**

(1) No minor child under the age of 17 years shall be abroad upon the public streets, alleys, parks or other public places of the Village, unless accompanied by a parent or guardian, between the following hours:

- (a) Sunday through Thursday: Between 11 o'clock p.m. and 6 o'clock a.m.
- (b) Friday and Saturday: Between 12 o'clock midnight and 6 o'clock a.m.

**AGENDA SUPPLEMENT  
VILLAGE OF CALEDONIA REGULAR MEETING  
July 10<sup>th</sup>, 2023**

Public Hearing

Agenda Items

Consent Agenda

**To: The Honorable President and Village Council**

**Re: Parade Safety**

**Recommendation: Discussion**

**BACKGROUND: Everybody in the village and around the village love a good parade. In the Village of Caledonia we normally sees three parades a year. 4th of July, homecoming, and Christmas in Caledonia.**

**The 4th of July parade is organized by and requested on behalf of Caledonia Township. homecoming parade is organized by the Caledonia Community Schools senior class and of course the village puts on the Christmas in Caledonia parade (Nite time).**

**Parade safety has in recent years become more of a safety concern more than ever and has been discussed by this body.**

**In the past instructions and requirements as indicated on the permits were not complied with, which include section 8.21(3) that prohibits the throwing out or handing out of candy or objects of any kind and other requirements to the event to be held.**

**ANALYSIS: For street closures, the village provides barricades to be used by the applicant. Commonly they are dropped off by staff during the course of their normal work day and picked up, the same, after the event. Causing minimal financial burden to the village. If someone requested that village staff set up and take down the barricades, we would bill the applicant for expenses. If a for profit event occurred, we would charge MDOT rates.**

**RECOMMENDATION: Have discussion. Parade Safety.**

**\*REQUESTED ACTION: (MOTION) *None***

**ALTERNATIVE:**

**FISCAL EFFECTS: Not known.**

This section shall not apply to noise devices, bands or other musical devices, or to the discharge of firearms, when the same are used (a) in any charitable or community event, public parade or procession, or patriotic or historical observance or display (without regard to the day of the week such event may occur), and (b) when the same takes place under the terms of a permit lawfully issued under the ordinances of the Village.

### **Section 8.19 Safety Regulations for Public Buildings.**

(1) The owner, agent, occupant or person in control of any auditorium, school, church, theater, lodge hall or other public building, and in the case of schools, the Board of Education, shall maintain such buildings in a safe condition for the use, operation and accessibility by any persons.

(2) The Village Fire Chief or other members of the Fire Department shall, in their discretion, inspect such public buildings periodically, with regard to the operation and accessibility of regular and emergency exits, and with regard to the location and number of any items of fire protection equipment.

(3) All public buildings which may be used or which are used for public meeting places or similar purposes, including churches, schools, theaters, lodge halls and other public buildings, and all buildings used for commercial purposes to which the public is invited, shall be built so that all doors leading from the main hall or place of assembly, or the principal part of such building, shall open outward, and all means of egress for persons within such building shall be by means of doors which open outward from and out of the building.

(4) There shall be no obstruction in the way of or upon any fire escape, balcony or ladder intended as a means of escape from fire. No flammable material shall be permitted under or at the bottom of any stairway, elevator or other part of any building, nor shall any such material be placed in such position as to obstruct or render hazardous the means of exit from any building. There shall be no obstructions in the hallways of apartment houses, lodging houses, tourist homes or hotels, if such obstruction would interfere with reasonable exit from the building in the event of fire or other emergency. No person shall obstruct any door, aisle or passageway of any theater, church or other place of public assembly in such manner as to interfere with exit from the building in the event of fire or other emergency.

### **Section 8.20 Reserved. [Repealed by Ord. No. O10-29]**

### **Section 8.21 Parades and Motorcades.**

#### **(1) Definitions.**

(a) Parade means any march or procession consisting of people, animals or vehicles, or any combination thereof, except funeral processions, upon any public street, sidewalk, alley or other public place, which does not comply with normal and usual traffic operations, regulations or controls; parade shall not include a march or procession consisting of not more than 100 school band students, assembled for the purpose of practicing band performances or routines.

(b) Motorcade means an organized procession containing 25 or more vehicles, except funeral processions, upon any public street, sidewalk, alley or other public place.



(2) **Permits.** It shall be unlawful for any person to conduct a parade or motorcade in or upon any public street, sidewalk, alley or other public place within the Village, or knowingly to participate in any such parade or motorcade unless and until a permit to conduct such parade or motorcade has been obtained from the Village Council. No permit shall be issued for a parade or motorcade which has as its chief purpose the advertising of any product, merchandise, services or event and which is designed entirely for private profit or is proposed to be conducted, or is conducted, for any commercial purposes.

(3) **Conducting of Parades.** No parade or motorcade shall be conducted in which there occurs the tossing or throwing of candy, tokens, prizes or other objects of any kind by any person, whether on foot or in vehicles, in or associated in any way with such parade or motorcade. The Village Council may by resolution prohibit, limit or regulate the parking of motor vehicles on public streets, alleys and other public areas during a parade or motorcade and during a stated period of time before and after the same.

(4) **Interference With Parade.** No person shall knowingly join or participate in any parade or motorcade conducted under permit from the Village Council in violation of any of the terms of such permit, nor knowingly join or participate in any permitted parade or motorcade without the consent or over the objection of the party being permitted to conduct such parade or motorcade, nor in any manner interfere with the orderly progress or occurrence of such parade or motorcade.

(5) **Application.** Any person who desires to conduct a parade or motorcade shall apply to the Village Council for a permit at least 30 days in advance of the date of the proposed parade or motorcade. In its discretion, the Village Council may request the Chief of Police, or representative of the County Sheriff's Department, to review and give opinion concerning the application for such parade or motorcade. The application for such permit shall be made in writing and shall contain the following information:

(a) The name of the applicant, the sponsoring organization, the chairman of the parade or motorcade and the addresses and telephone numbers of each.

(b) The purpose of the parade or motorcade, the date when it is proposed to be conducted, the location of the assembling area, the location of the disbanding area, the route to be traveled and the approximate time when the parade or motorcade will assemble, start and terminate.

(c) A general description of the individual floats, marching units, vehicles, bands and other components of the parade or motorcade, including a description of any sound amplification equipment to be used.

(d) Such other information as the Village Council may deem reasonably necessary in the circumstances.

(6) **Issuance or Denial of Permit.** The Village Council shall consider the issuance of a permit for a parade or motorcade upon considering the following standards:

(a) The time, route and size of the parade or motorcade and the extent to which it is likely to disrupt the normal movement of traffic.

(b) The number of police officers which will be necessary to properly patrol the parade or motorcade and the areas contiguous thereto.

(c) Whether the parade or motorcade will interfere with another parade or motorcade for which a permit has already been issued.

(d) Whether the Village Chief of Police, County Sheriff or other public security officers have made any findings contrary to matters set forth in the application for the permit.

(e) Whether the information contained in the application is found to be false in any material detail.

(7) In any permit issued under the terms of this section, the following matters shall be included: The assembly area and time therefor; the starting and ending times of the parade or motorcade; the minimum and maximum speeds; the route to be traveled by the parade or motorcade; the portions of streets to be traveled; the maximum length of the parade or motorcade; the disbanding area and disbanding time; the approximate number and type of vehicles, if any; and such other conditions as are found by the Village Council to be reasonably necessary for the protection of persons or property.

(8) Upon the granting of any permit for a parade or motorcade, the Village Council shall notify the Village Fire Chief, the Public Service Director, the Village Police Chief, if any, and the Kent County Sheriff's Department.

(9) **Revocation of Permit.** Any permit for a parade or motorcade issued pursuant to this chapter may be summarily revoked by the Village Chief of Police, or by the County Sheriff, at any time when by reason of disaster, public calamity, riot or other emergency, it is determined that the safety of the public or property requires such revocation. Notice of such action revoking a permit shall be delivered in writing to the permittee by personal service or by certified mail.

## **Section 8.22 Charitable Solicitations.**

(1) **Permit Required.** As used in this section, a "charitable solicitations campaign" shall mean any course of conduct whereby any person, organization, society, association, corporation or any agent, member or representative thereof (except as indicated below), shall solicit property or financial assistance of any kind or sell or offer to sell any article, tag, service, emblem, publication, ticket, advertisement, subscription or anything of value upon the statement or representation that such sale or solicitation or the proceeds therefrom are for a charitable, educational, patriotic or philanthropic purpose. It shall be unlawful to conduct any charitable solicitations campaign upon the streets or in any other public place within the Village, or by house to house canvass therein, unless the person, organization, society, association or corporation conducting the same and responsible therefor shall have first obtained a permit in compliance with the terms of this section; provided, however, that the provisions of this section shall not apply to any solicitations, campaign, organized or sponsored by the public school system serving the Village, or to the charitable solicitations campaign of any organization which solicits funds solely from its own members or from its own assemblies not using public streets or public places for such purposes, or to any church or religious congregation located within the Village which solicits funds for its own religious purposes.