

## SITE PLAN CHECKLIST

353 North 120th Avenue · Holland, MI 49424 · Phone: 616.395.0151 · Fax: 616.396.2537

All site plans submitted MUST contain all the following information unless certain information is waived by the Zoning Administrator: (Please check each item that is shown on the plan or note why it is not)

- ☐ A. Site plan, drawn to scale, based on an accurate certified land survey.
- ☐ B. Site plan content:
  - ☐ B1. Indication of existing Zoning District requirements.
    - ☐ \_\_\_\_\_ Zoning District
    - ☐ Parcel Size Complies
    - ☐ Parcel Width Complies
    - ☐ Front Yard Setback Complies ( Not changed )
    - ☐ Side Yard Setback Complies ( Not changed )
    - ☐ Rear Yard Setback Complies ( Not changed )
  - ☐ B2. Adjacent Zoning Districts, including Structures within one hundred (100) feet of the site's Lot lines.
  - ☐ B3. Location of existing water, sewer, and storm water utilities, including ditches and similar water courses.
  - ☐ B4. Existing topographical features including vegetation cover, trees in excess of six (6) inch caliper, and contour intervals no greater than five (5) feet.
  - ☐ B5. Location of R.O.W. lines, Lot lines, and applicable Setback lines.
  - ☐ B6. Location of existing streets, drives, and parking lots, including loading space(s) and arrangement and number of standard parking spaces and accessible parking spaces.
  - ☐ B7. Location of existing improvements, including the size and type of present Buildings or Structures, such as fencing, lighting, and signs to be retained or removed.
  - ☐ B8. Proposed topographical features including limits of removal for vegetation cover and contour intervals no greater than five (5) feet.
  - ☐ B9. Location of proposed water, sewer, and storm water utilities, including ditches or similar water courses. ( Not changed )
  - ☐ B10. Location of proposed streets, drives, and parking lots, including loading space(s) and arrangement and number of standard parking spaces and accessible parking spaces.
  - ☐ B11. Location of all proposed Buildings or Structures, such as trash enclosures, fencing, light poles, and centralized mail delivery locations for residential communities (i.e., Neighborhood Delivery Centers or Cluster Box Units).
  - ☐ B12. Proposed landscaping, including specific ground cover(s), shrubs, and trees with an accurate description of species type and minimum size(s) to be installed. ( Not changed )
  - ☐ B13. The date, north arrow, and scale. The scale shall not be less than 1" = 50' if the subject property is less than three (3) acres and 1" = 100' if three (3) acres or more.
  - ☐ B14. The name and address and phone number of the professional individual, if any, responsible for the preparation of the site plan.

- ☐ C. Building information:
  - ☐ C1. Preliminary architectural sketches and/or a general statement as to the type of construction and materials to be used in the proposed Buildings or Structures. ([Architectural - prop Canopy](#))
  - ☐ C2. Height and area of Buildings and Structures, including lot coverage by buildings. ([not changed](#))
- ☐ D. Supplemental information:
  - ☐ D1. Project Narrative. ([attached](#))
  - ☐ D2. The period of time within which the project will be completed.
  - ☐ D3. Proposed phasing of the project, if any. ([one phase](#))
  - ☐ D4. Delineation of the one hundred (100) year flood plain and any proposed uses therein.
  - ☐ D5. Current proof of ownership of the land to be utilized or evidence of a contractual ability to acquire such land, such as an option or purchase contract.
  - ☐ D6. Additional information which the body or official reviewing and approving the site plan may request - which is reasonably necessary to evaluate the site plan.

**Planning Commission General Document Submittal Requirements:**

1. Failure to include any of the above information shall result in the rejection of the proposed site plan.
2. All information required on the application form shall be completed, including signature.
3. One original signature copy of the application must be submitted. The balance of the copies required may be photocopies.
4. All required documents/information must be submitted at the same time.
5. Rolled documents shall not be accepted. All documents must be folded to a size no larger than 9"x12".
6. If submittal contains multiple documents, the documents must be collated into "packets". Each packet shall be secured by clips, or rubber bands if necessary.
7. Two (2) sets of plans shall bear the original seal and signature of the architect or engineer who prepared them; the balance required may be copies.

# **COMMUNITY ACTION HOUSE – RILEY STREET**

## **PROJECT NARRATIVE**

**650 Riley Street, Holland, MI 49424**

**Parcel # 70-16-32-351-003**

**July 15, 2025**

### Project Overview

This project includes targeted site improvements at the Community Action House property located at 650 Riley Street in Holland Charter Township. The site is approximately 3.04 acres in size and contains an existing one-story commercial building totaling 23,759 square feet. The property is zoned C-1 – Neighborhood Commercial. The proposed improvements are intended to support site functionality by enhancing waste handling and increasing parking capacity to comply with local zoning requirements.

### Scope of Work

A canopy is being added for customers to drop off donations. Improvements are being made to the area behind the building to allow for deliveries and rubbish pickup. A trash compactor and a dumpster with enclosure are proposed. Minor storm sewer and grading modifications. A new stormwater basin is planned for the south side of the site. Addition of parking at the rear of the building (for employees) to meet the ordinance requirements. Site restoration including seeding and stabilization.

### Zoning Compliance

The proposed improvements meet all applicable C-1 zoning district requirements:

- Lot area: 3.04 acres (required: 12,500 SF)
- Lot coverage: 17.94% (maximum allowed: 25%)
- Setbacks: No changes proposed
- The proposed site use and improvements are compatible with surrounding land uses and zoning.

### Parking

- Required: 95 spaces (based on 1 per 250 SF for 23,759 SF building)
- Provided: 79 existing + 16 new spaces (at rear) = 95 total spaces, including 4 ADA-compliant spaces.

### Stormwater Management

Stormwater will be collected via existing catch basins and conveyed to a proposed basin located at the south side of the property or utilize the existing stormwater sewer. The proposed basin will meet the Ottawa County Water Resources Commission (OCWRC) requirements for water quality volume and peak rate control. We understand that we will need review and written approval from OCWRC.

### Soil Erosion & Sedimentation Control (SESC)

Temporary SESC measures, including silt fence and inlet protection, will be installed prior to the start of grading activities. All disturbed areas will be stabilized with topsoil, seed, and mulch in accordance with county SESC guidelines. A permit will be obtained from Ottawa County prior to land disturbance.

### Utilities

The building is currently served by existing municipal water and sanitary sewer connections. No new utility extensions are proposed.

### Wetlands and Floodplains

No regulated wetlands or floodplains are present on the site (FEMA FIRM Panel 26139C0285E).

### Landscaping

No changes to the landscaping are proposed. We will be restoring any disturbed areas with seeding and sod.

### Lighting

No proposed changes to site lighting.

### Signage

No proposed changes to signage.

### Potential Impacts

No adverse impacts to traffic circulation, public services, or neighboring properties are anticipated. No changes to the driveway approaches are planned. Site access from Riley Street and 144th Avenue remains unchanged.













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650 RILEY STREET  
SECTION 18, T05N, R15W, HOLLAND CHARTER TWP., OTTAWA CO.  
-FOR-  
LAKEWOOD ARCHITECTURE  
4402A JAMES STREET, HOLLAND, MI 48040

t Manager: JOHN TENPAS
t # 2510195.1A
Title:

#








## CLEARING & DEMOLITION NOTES

3. REMOVE ALL STRUCTURES/SUPPORT COLUMNS, FOOTINGS, ASPHALT PAVING, CONCRETE CURB, SIDEWALKS, CONCRETE PADS, TREES, STUMPS, HEDGES, UTILITIES, AND OTHER EXISTING SITE FEATURES WITHIN LIMITS OF DEMOLITION. ALL DEMOLITION MATERIALS SHALL BE REMOVED FROM THE SITE UNLESS OTHERWISE INDICATED AND DISPOSED OF IN A MANNER ACCEPTABLE TO AUTHORITIES HAVING JURISDICTION.
4. REMOVAL OF CLEARED WOOD IS RESTRICTED; REFER TO EMERALD ASH BORER QUARANTINE INFORMATION AT [WWW.MICHIGAN.GOV](http://WWW.MICHIGAN.GOV). CONTRACTOR IS RESPONSIBLE FOR COMPLYING WITH ALL QUARANTINE REQUIREMENTS.
5. CONSTRUCTION FENCE SHALL BE PLACED AT THE DRIP LINE OF ALL TREES WITHIN THE PROJECT AREA THAT ARE INDICATED TO BE PROTECTED. DO NOT OPERATE EQUIPMENT OR STORE MATERIALS OR VEHICLES WITHIN THIS AREA.
6. UNLESS INDICATED TO BE ABANDONED IN PLACE, ALL UTILITIES TO BE DEMOLISHED SHALL BE REMOVED IN THEIR ENTIRETY. UTILITIES TO BE ABANDONED IN PLACE SHALL BE FILLED WITH FLOWABLE FILL AND SECURELY CAPPED.
7. EXCEPT FOR THOSE UTILITIES INDICATED TO BE ABANDONED OR REMOVED, RECONNECT ALL UTILITIES ENCOUNTERED DURING CONSTRUCTION.
8. ALL CATCHBASIN AND MANHOLE FRAMES AND COVERS SPECIFIED TO BE REMOVED SHALL BE SALVAGED, CLEANED AND INSPECTED, AND MAY BE REUSED WITH APPROVAL BY ENGINEER.
9. ANY REMOVAL OF PAVEMENT, SIDEWALK, CURB AND GUTTER OR OTHER HARD SURFACES SHALL BE TO A SAWCUT LINE AT THE NEXT JOINT BEYOND REMOVAL LIMITS SHOWN.
10. DEMOLITION WORK IS INDICATED BASED ON BEST AVAILABLE INFORMATION. CONTRACTOR SHALL INSPECT THE SITE AND BE FAMILIAR WITH THE EXTENT OF DEMOLITION WORK REQUIRED.

**DEMOLITION KEY:**

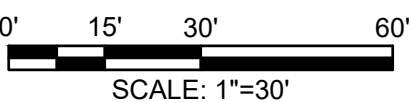
- 1 PROTECT EX. ASPHALT PAVEMENT TO REMAIN
- 2 PROTECT EX. UTILITY TO REMAIN, TYP.
- 3 PROTECT EX. BUILDING TO REMAIN, TYP.
- 4 PROTECT EX. CURB TO REMAIN, TYP.

## REMOVAL LEGEND

- |   |                                  |
|---|----------------------------------|
|  | CONCRETE REMOVAL                 |
|  | ASPHALT REMOVAL                  |
|  | BUILDING REMOVAL                 |
|  | GRAVEL REMOVAL                   |
|  | TREE CLEARING                    |
|  | TREE/SHRUB REMOVAL               |
|  | FENCE/WALL/UTILITY/MISC. REMOVAL |

## LEGEND

- | LEGEND                              |  | EXISTING | PROPOSED |
|-------------------------------------|--|----------|----------|
| BENCHMARK                           |  | BM #1    |          |
| STORM SEWER MANHOLE                 |  | ST       | ST       |
| CATCH BASIN                         |  |          |          |
| FLARED END SECTION                  |  |          |          |
| SANITARY SEWER MANHOLE              |  |          |          |
| CLEANOUT                            |  |          |          |
| WELL HEAD                           |  |          |          |
| FIRE HYDRANT                        |  |          |          |
| WIRE DEPARTMENT CONNECTION          |  |          |          |
| SPRINKLER CONTROL VALVE             |  |          |          |
| SPRINKLER HEAD                      |  |          |          |
| VALVE (WATER & GAS)                 |  |          |          |
| GAS METER                           |  |          |          |
| UTILITY RISERS                      |  |          |          |
| UTILITY POLE                        |  |          |          |
| LIGHT POLE                          |  |          |          |
| GUY ANCHOR                          |  |          |          |
| TRANSFORMER                         |  |          |          |
| HAND HOLE (ELECTRIC)                |  |          |          |
| ELECTRIC METER                      |  |          |          |
| GROUND MOUNTED LIGHT                |  |          |          |
| DESIGN                              |  |          |          |
| SOIL BORING                         |  | SB #1    |          |
| DOLLARD POST                        |  |          |          |
| POST                                |  |          |          |
| DATE                                |  |          |          |
| REFERENCE LINE                      |  |          |          |
| OVERHEAD UTILITIES                  |  |          |          |
| UNDERGROUND ELECTRIC COMMUNICATIONS |  |          |          |
| TELEPHONE                           |  |          |          |
| FIBER OPTIC                         |  |          |          |
| GAS LINE                            |  |          |          |
| EXISTING WATER LINE                 |  |          |          |
| PROPOSED WATER LINE                 |  |          |          |
| EXISTING STORM SEWER                |  |          |          |
| PROPOSED STORM SEWER                |  |          |          |
| EXISTING SANITARY SEWER             |  |          |          |
| PROPOSED SANITARY SEWER             |  |          |          |
| EXISTING HUMINOUS SURFACE           |  |          |          |
| PROPOSED HUMINOUS SURFACE           |  |          |          |
| CONIFEROUS TREE                     |  |          |          |
| DECIDUOUS TREE                      |  |          |          |
| ORNAMENTAL BUSH                     |  |          |          |



**PRELIMINARY**  
**NOT FOR CONSTRUCTION**



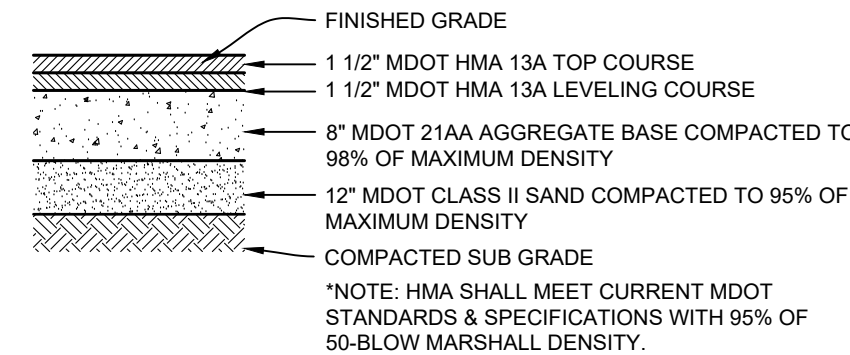
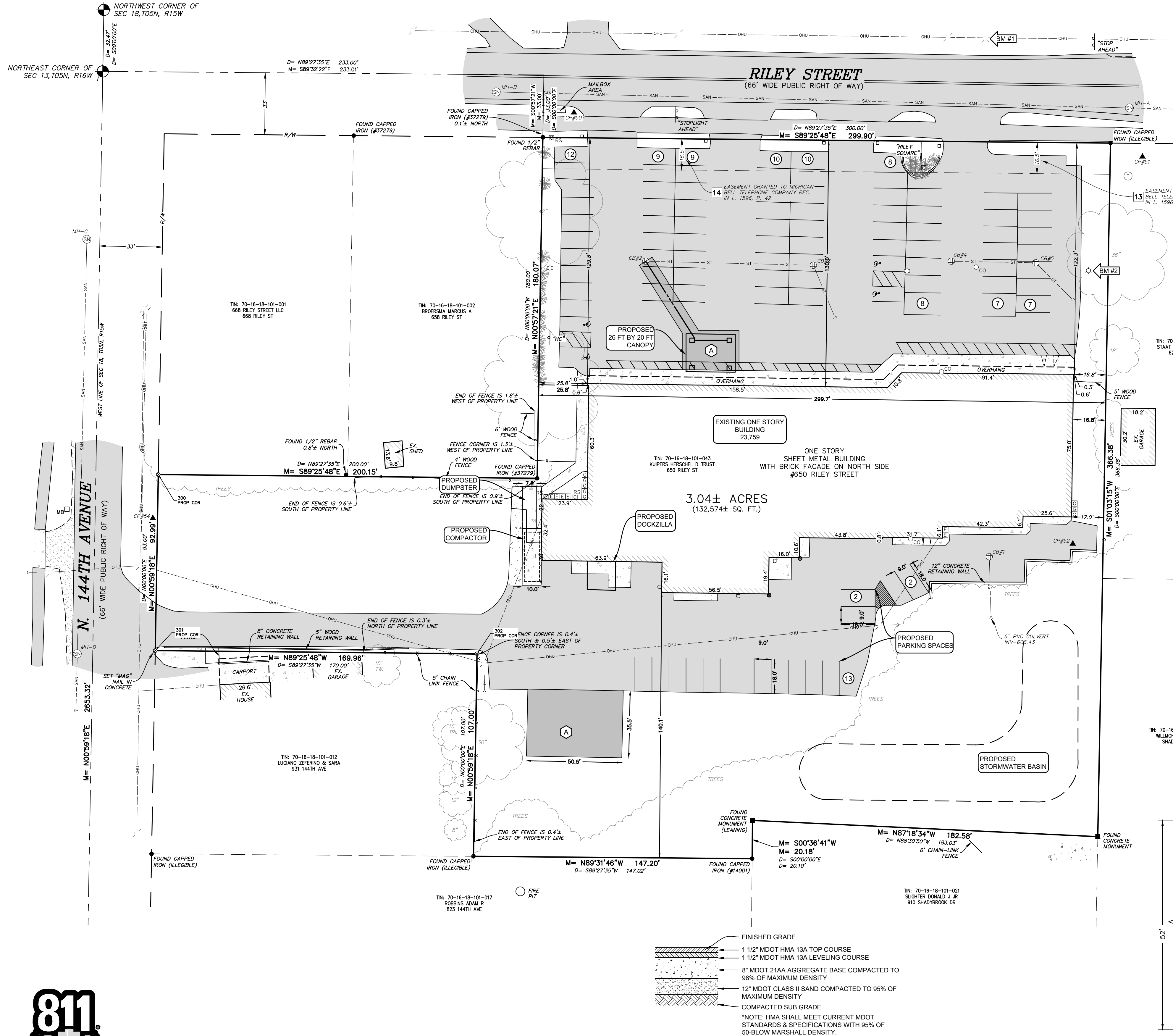
Know what's **below**.  
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HMA PAVEMENT SECTION (STANDARD DUTY)

NO SCALE

## PROJECT SUMMARY

- PARCEL INFORMATION**  
CURRENT ZONING: C-1 - NEIGHBORHOOD COMMERCIAL  
SITE ADDRESS: 650 RILEY ST  
PARCEL NUMBER: 70-16-32-351-003  

	REQUIRED	PROVIDED
MIN. LAND AREA:	12,500 SFT	3.04 AC
MIN. LOT WIDTH:	50 FT	299.7 FT
- BUILDING**  

	REQUIRED	PROVIDED
MAX. BUILDING HEIGHT:	35 FT	N.A. FT
MAX. BUILDING SIZE:	25%	23,759 SFT
MAX. LOT COVERAGE:		17.94%
- SETBACKS**  

	REQUIRED	PROVIDED
FRONT (MIN.)	35 FT	130 FT
SIDE (MIN.) (WEST)	15 FT	25.8 FT
SIDE (MIN.) (EAST)	15 FT	16.8 FT
REAR (MIN.)	50 FT	140.1 FT
- REGULATORY APPROVALS**  
THE PROJECT WILL REQUIRE THE FOLLOWING APPROVALS, AT A MINIMUM (OTHER PERMITS/APPROVAL MAY ALSO BE REQUIRED)
  - HOLLAND TOWNSHIP SITE PLAN
  - HOLLAND TOWNSHIP FIRE DEPARTMENT
  - OTTAWA COUNTY DRAIN COMMISSIONER STORM WATER MANAGEMENT
  - OTTAWA COUNTY SOIL EROSION & SEDIMENTATION CONTROL PERMIT
- IMPACT ON PUBLIC SERVICES**  
PROJECT WILL NOT RESULT IN ADVERSE IMPACT TO PUBLIC SERVICES, INCLUDING POLICE & FIRE PROTECTION, UTILITIES, TRAFFIC OR ROADWAYS.
- IMPACT TO SURROUNDING PROPERTIES**  
USE OF PROPERTY WILL BE CONSISTENT WITH OTHER USES IN THIS ZONING DISTRICT AND IN THE SURROUNDING AREA. USE OF PROPERTY WILL NOT GENERATE ADVERSE LEVELS OF NOISE, VIBRATION, SMOKE, LIGHT, GLARE, OR OTHER PROBLEMATIC CONDITIONS.
- PARKING**  

	REQUIRED	PROVIDED
DIMENSIONS	9'X18'	9'X18'
1250 SFT RETAIL (10,000 SFT TO 49,999 SFT)		79
23,759 / 250 =	95	16
NEW SPACES =		95
TOTAL SPACES =		4
ADA SPACES =		4
- SIGNAGE**  
NO PROPOSED CHANGE TO SITE SIGNAGE.
- STORM WATER MANAGEMENT**  
STORM WATER WILL BE COLLECTED IN A SERIES OF CATCHBASINS, PIPES, ROUTED TO THE PROPOSED STORMWATER BASIN.
- WATER/SEWER SERVICE**  
WILL BE SERVED BY EXISTING CONNECTIONS.
- WETLANDS**  
THERE ARE NO KNOWN REGULATED WETLANDS ON THE SUBJECT PROPERTY.
- FLOODPLAINS**  
THERE ARE NO KNOWN REGULATORY FLOODPLAINS ON THE SUBJECT PROPERTY, PER FEMA FIRM MAP CN: 26139C0285E.
- SITE LIGHTING**  
NO PROPOSED CHANGE TO SITE LIGHTING.
- LOADING/UNLOADING OPERATIONS**  
LOADING/UNLOADING ACTIVITIES WILL OCCUR AT THE FRONT OF THE CUSTOMER BUILDING BENEATH THE PROPOSED CANOPY. DELIVERIES WILL BE AT SOUTH SIDE OF THE BUILDING, DESIGNATED FOR SERVICE AND DELIVERY VEHICLES.
- REFUSE MANAGEMENT**  
A 40-YARD DUMPSTER AND A 50-YARD COMPACTOR ARE PROPOSED AND WILL BE LOCATED AT THE SOUTHWEST CORNER OF THE BUILDING TO ACCOMMODATE REFUSE AND RECYCLING OPERATIONS.
- CONSTRUCTION SCHEDULE**  
CONSTRUCTION IS ANTICIPATED TO START IN SEP, 2025 AND BE COMPLETED IN FEB, 2026.

## GENERAL NOTES:

- CONTRACTOR SHALL OBTAIN ALL NECESSARY LOCAL, STATE AND FEDERAL PERMITS REQUIRED.
- ALL CONSTRUCTION MATERIALS AND WORKMANSHIP SHALL CONFORM TO THE STANDARDS AND SPECIFICATIONS OF AUTHORITIES HAVING JURISDICTION.
- CALL "MISS DIG", 811, 72 HOURS PRIOR TO THE START OF ANY EXCAVATION.
- EXISTING UNDERGROUND UTILITIES ARE SHOWN BASED ON AVAILABLE RECORDS AND/OR TOPOGRAPHIC SURVEY DATA. THIS PLAN MAY NOT SHOW UTILITIES IN THEIR EXACT LOCATION AND MAY NOT SHOW ALL UTILITIES IN THE AREA.
- CONTRACTOR SHALL MAINTAIN UTILITY SERVICES AT ALL TIMES. ANY INTERRUPTION IN SERVICES TO THIS SITE OR ADJACENT SITES MUST BE SCHEDULED WITH THE OWNER, UTILITY PROVIDER, AND AFFECTED PROPERTIES 48 HOURS PRIOR TO THE INTERRUPTION.
- CONTRACTOR SHALL PROTECT ALL EXISTING AND NEW CONSTRUCTION FROM DAMAGE. SHOULD ANY DAMAGE OCCUR, CONTRACTOR SHALL MAKE ALL NECESSARY REPAIRS AT NO COST TO THE OWNER.
- IF ANY DISCREPANCIES OR CONFLICTS ARE FOUND, CONTRACTOR SHALL NOTIFY ENGINEER IMMEDIATELY PRIOR TO CONSTRUCTION OF AFFECTED WORK TO DETERMINE COURSE OF ACTION.
- CONTRACTOR SHALL COORDINATE THEIR WORK WITH OTHER CONTRACTORS ON OR ADJACENT TO THE PROJECT SITE.
- CONTRACTOR SHALL BE RESPONSIBLE FOR NOTIFYING AND COORDINATING THEIR WORK WITH ALL UTILITY PROVIDERS PRIOR TO CONSTRUCTION.
- PROVIDE BARRIERS OR OTHER PROTECTION TO KEEP VEHICULAR AND PEDESTRIAN TRAFFIC AWAY FROM CONSTRUCTION AREA AND OFF NEWLY PAVED AREAS.

## LAYOUT NOTES:

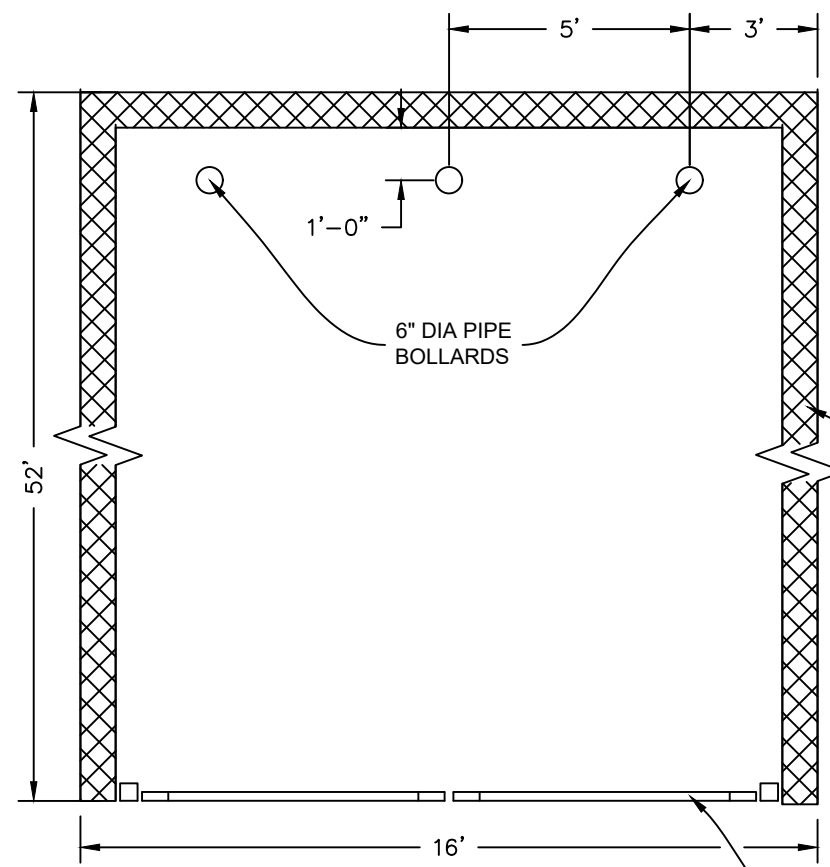
- CONTRACTOR SHALL REVIEW AND VERIFY SITE LAYOUT PRIOR TO CONSTRUCTION.
- CONTRACTOR SHALL ENGAGE A LICENSED SURVEYOR TO PERFORM ALL CONSTRUCTION LAYOUT AND STAKING AS NECESSARY.
- ALL COORDINATE POINTS AND DIMENSIONS GIVEN, UNLESS OTHERWISE NOTED, ARE TO BACK OF CURB AND FACE OF BUILDING WALL.
- REFER TO ARCHITECTURAL AND STRUCTURAL DRAWINGS FOR BUILDING DIMENSIONS.
- INSTALL EXPANSION JOINTS AT ALL LOCATIONS WHERE NEW CONCRETE MEETS EXISTING CONCRETE OR BITUMINOUS PAVEMENT.

## KEY NOTES:

- A HMA PAVEMENT-STANDARD DUTY (SEE DETAIL)

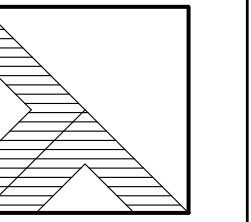
## LEGEND

EXISTING	PROPOSED
BENCHMARK	ST
STORM SEWER MANHOLE	ST
CATCH BASIN	ST
FLARED END SECTION	ST
SANITARY SEWER MANHOLE	ST
CLEANOUT	ST
WELL HEAD	ST
FIRE HYDRANT	ST
FIRE DEPARTMENT CONNECTION	ST
SPRINKLER CONTROL VALVE	ST
SPRINKLER HEAD	ST
VALVE (WATER & GAS)	ST
GAS METER	ST
UTILITY RISERS	ST
UTILITY POLE	ST
LIGHT POLE	ST
GUY ANCHOR	ST
TRANSFORMER	ST
HAND HOLE (ELECTRIC)	ST
ELECTRIC METER	ST
GROUND MOUNTED LIGHT	ST
SIGN	ST
SOIL BORING	ST
BOLLARD POST	ST
POST	ST
GATE	ST
FENCE LINE	ST
OVERHEAD UTILITIES	ST
UNDERGROUND ELECTRIC	ST
COMMUNICATIONS	ST
TELEPHONE	ST
FIBER OPTIC	ST
GAS LINE	ST
EXISTING WATER LINE	ST
PROPOSED WATER LINE	ST
EXISTING STORM SEWER	ST
PROPOSED STORM SEWER	ST
EXISTING SANITARY SEWER	ST
PROPOSED SANITARY SEWER	ST
EXISTING BITUMINOUS SURFACE	ST
PROPOSED CONCRETE SURFACE	ST
PROPOSED BITUMINOUS SURFACE	ST
PROPOSED CONCRETE SURFACE	ST
CONIFEROUS TREE	ST
DECIDUOUS TREE	ST
ORNAMENTAL BUSH	ST



DUMPSTER AND COMPACTOR ENCLOSURE

NOT TO SCALE



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734-368-9483

COMMUNITY ACTION HOUSE  
650 RILEY STREET  
SECTION 18, T05N, R15W, HOLLAND CHARTER TWP., OTTAWA CO.  
-FOR-  
LAKEWOOD ARCHITECTURE  
11253 JAMES STREET, HOLLAND, MI 49424

## ISSUED FOR:

- OWNER REVIEW  
06-11-2025, D: A.A.C. JMT
- OWNER REVIEW  
06-26-2025, D: A.A.C. JMT
- ISSUED FOR REVIEW  
07-15-2025, D: A.A.C. JMT

Project Manager:  
JOHN TENPAS

Project #  
2510195.1A

Sheet Title:

SITE  
PLAN

Sheet #

C-101  
4 of 6

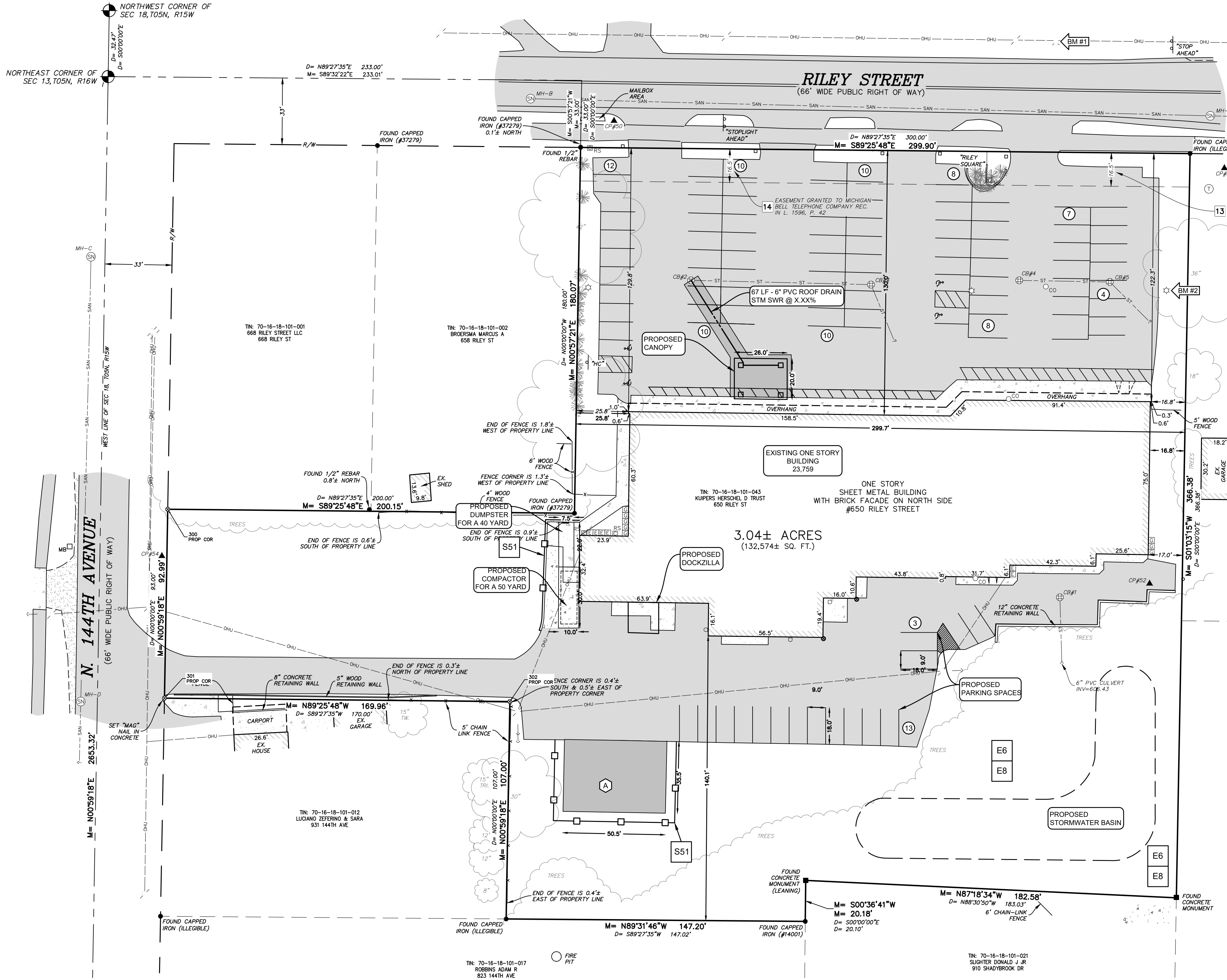
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#### UTILITY NOTES:

- CONTRACTOR SHALL OBTAIN CONNECTION PERMIT PRIOR TO INSTALLATION OF ANY PRIVATE WATER, SANITARY, OR STORM CONNECTIONS TO PUBLIC MAIN.
- CONTRACTOR SHALL ENSURE ALL NECESSARY PERMITS ARE OBTAINED FOR ANY PROPOSED PUBLIC WATER MAIN, SANITARY SEWER, OR STORM SEWER. CONTRACTOR SHALL COORDINATE WITH MUNICIPALITY PRIOR TO CONSTRUCTION TO SCHEDULE PRE-CONSTRUCTION MEETING AND TO ENSURE COMPLIANCE WITH INSPECTION/TESTING REQUIREMENTS.
- REFER TO ARCHITECTURAL AND MECHANICAL DRAWINGS FOR EXACT UTILITY CONNECTION LOCATIONS AT BUILDING.
- ALL SITE UTILITIES SHALL BE STUBBED AND PLUGGED TO WITHIN FIVE FEET OF THE OUTSIDE BUILDING FOUNDATION WALL UNLESS OTHERWISE NOTED.
- CONTRACTOR SHALL DOCUMENT, AND FURNISH TO OWNER AND ENGINEER, WITNESS DIMENSIONS FOR ALL UTILITY STUBS AND CONDUITS INSTALLED.
- ALL UTILITY WORK SHALL BE COMPLETED, INCLUDING TRENCH BACKFILL AND COMPACTION, PRIOR TO ERECTION OF AGGREGATE BASE.

#### SOIL EROSION & SEDIMENTATION CONTROL (SESC) NOTES:

- CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING AND COMPLYING WITH THE SESC PERMIT.
- PLACE TEMPORARY SESC MEASURES AS INDICATED ON DRAWING PRIOR TO EARTH MOVING AND GRADING ACTIVITIES.
- CONTRACTOR SHALL AVOID THE UNNECESSARY DISTURBING OR REMOVING OF EXISTING VEGETATED TOPSOIL OR EARTH COVER.
- INSPECT AND MAINTAIN ALL TEMPORARY SESC MEASURES AFTER STORM EVENTS AND AS NECESSARY TO ASSURE PROPER FUNCTION.
- ALL SOIL STOCKPILES LEFT UNDISTURBED FOR MORE THAN 7 DAYS SHALL HAVE PERIMETER SILT FENCE. ALL SOIL STOCKPILES LEFT UNDISTURBED FOR MORE THAN 30 DAYS SHALL BE STABILIZED WITH TEMPORARY SEEDING.
- DISTURBED AREAS THAT WILL NOT BE BROUGHT TO FINAL GRADE AND PERMANENTLY STABILIZED WITHIN 30 DAYS SHALL BE STABILIZED WITH TEMPORARY SEEDING.
- TEMPORARY SEEDING SHALL CONSIST OF OATS AND/OR BARLEY AT AN APPLICATION RATE OF 2.0 LBS/1000 SFT MINIMUM APRIL 1 THROUGH AUGUST 31, OR ANNUAL RYEGRASS AT AN APPLICATION RATE OF NOT LESS THAN 2.0 LBS/1000 SFT AUGUST 1 THROUGH NOVEMBER 15, IRRIGATE IF NECESSARY TO ESTABLISH TEMPORARY COVER.
- TEMPORARY SESC MEASURES SHALL REMAIN IN PLACE UNTIL ALL PERMANENT SESC MEASURES ARE INSTALLED, AND VEGETATION IS UNIFORMLY ESTABLISHED. RE-SEED AND PLACE ADDITIONAL TOPSOIL IN ERODED AREAS AS NECESSARY UNTIL FINAL LANDSCAPING IS INSTALLED.
- CONSTRUCTION OF SEDIMENT BASINS AND DIVERSION DITCHES SHALL BE COMPLETED PRIOR TO SITE CLEARING AND GRADING.
- INSTALL INLET SEDIMENT TRAPS ('SILT SACK' OR EQUAL) IN ALL PROPOSED CATCHBASINS AS INDICATED ON THIS DRAWING. CLEAN INLET SEDIMENT TRAPS ON A WEEKLY BASIS AND AFTER RAIN EVENTS AS REQUIRED.
- CONTRACTOR SHALL INSPECT AND CLEAN OUT ALL EXISTING AND PROPOSED STORM SEWER CATCHBASINS AND MANHOLES WITHIN THE PROJECT LIMITS, OR OUTSIDE THE PROJECT LIMITS IF SUBJECT TO CONSTRUCTION SITE RUNOFF, AS NECESSARY DURING CONSTRUCTION AND PRIOR TO FINAL ACCEPTANCE.
- PLACE SILT FENCE ALONG DISTURBED AREAS WHERE SURFACE WATER WILL FLOW INTO EXISTING SWALES, DITCHES AND ADJACENT PROPERTIES. ANCHOR SILT FENCE TO PREVENT UNCONTROLLED RELEASE OF SILT LADEN WATER.
- THE CONTRACTOR IS RESPONSIBLE FOR THE DAILY SWEEPING OF TRACKED MATERIALS FROM ALL ROADWAYS.
- THE SESC MEASURES SHOWN ON THIS PLAN ARE THE MINIMUM MEASURES REQUIRED. DUE TO SITE ACTIVITIES AND SCHEDULES, ADDITIONAL MEASURES WILL LIKELY BE REQUIRED TO MAINTAIN SITE ACCORDING TO APPLICABLE STATE AND FEDERAL GUIDELINES AT NO ADDITIONAL COST TO THE OWNER.
- ONCE SITE IS STABILIZED, ALL TEMPORARY SESC MEASURES SHALL BE REMOVED.

#### CONTINUED MAINTENANCE OF PERMANENT SESC MEASURES:

PROPERTY OWNER SHALL BE RESPONSIBLE TO MAINTAIN PERMANENT SESC MEASURES.

PAVING:  
REPAIR CRACKED OR DAMAGE PAVEMENT AS NEEDED.

SEEDING:  
INSPECT NEWLY SEEDED AREAS SUBSEQUENT TO ANTICIPATED GERMINATION DATE AND AFTER EACH SIGNIFICANT RAINFALL EVENT THAT PRODUCES RUNOFF UNTIL AREAS ARE STABILIZED.

REPAIR ERODED AREAS, APPLYING SUPPLEMENTAL SEED, MULCH AND WATER AS NEEDED.

IF SEED DOES NOT ESTABLISH, CONDUCT SOIL TESTS, AMEND SOILS AS NEEDED, AND REAPPLY SEED AND/OR MULCH DURING THE RECOMMENDED GROWING SEASON.

TO ASSIST IN THE ESTABLISHMENT OF NATIVE SPECIES REMOVE UNWANTED COMPETING VEGETATION IN THE FIRST YEAR. MOWING CAN BE USED PERIODICALLY TO DISCOURAGE WEEDS.

#### SESC SITE SUMMARY:

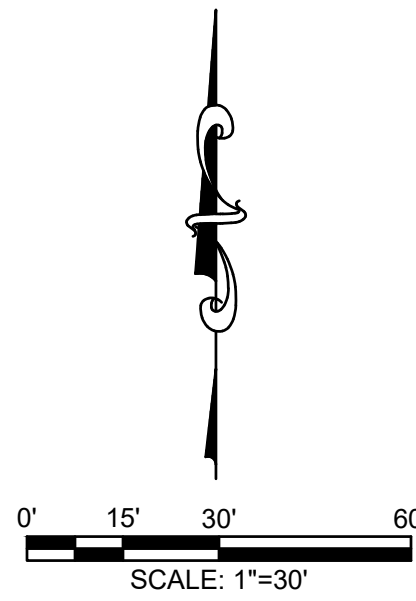
- NATIVE SITE SOIL IS CLASSIFIED AS SAND PER USDA WEB SOIL SURVEY OR SOIL BORINGS.
- WETLANDS: THERE ARE NO KNOWN REGULATED WETLANDS ON THE SUBJECT PROPERTY.
- FLOODPLAINS: THERE ARE NO KNOWN REGULATORY FLOODPLAINS ON THE SUBJECT PROPERTY, PER FEMA FIRM MAP CN: 26139C0285E.
- AREA OF DISTURBANCE: 0.42 ACRES

#### LEGEND

- FINISH GRADE ELEVATION
- MATCH EXISTING GRADE ELEVATION
- FINISH GRADE ELEVATION AT BACK OF CURB
- FINISH GRADE ELEVATION AT FLOW LINE
- FINISH GRADE ELEVATION AT TOP OF WALL
- FINISH GRADE ELEVATION AT BOTTOM OF WALL AT GROUND
- PROPOSED SWALE
- PROPOSED MAJOR CONTOUR
- PROPOSED MINOR CONTOUR
- EXISTING MAJOR CONTOUR
- EXISTING MINOR CONTOUR
- MINIMUM OPENING ELEV. (M.O.E.)
- MINIMUM BASEMENT ELEV. (M.B.E.)

CONSTRUCTION SEQUENCE	OPERATION TIME SCHEDULE - SEP 2025 - FEB 2026											
	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL
SITE CLEARING AND INSTALL CONTROLS												
ROUGH GRADE SITE												
INSTALL UTILITIES												
BUILDING CONSTRUCTION												
FINAL GRADING												
PAVING												
SEEDING & STABILIZATION												

S51	SILT FENCE		USE ADJACENT TO CRITICAL AREAS, TO PREVENT SEDIMENT LADEN SHEET FLOW FROM ENTERING THESE AREAS.
E6	MULCH		FOR USE IN AREAS SUBJECT TO EROSION SURFACE FLOWS OR SEVERE WIND OR ON NEWLY SEEDED AREAS.
E8	PERMANENT SEEDING		STABILIZATION METHOD UTILIZED ON SITES WHERE EARTH CHANGE HAS BEEN COMPLETED (FINAL GRADING ATTAINED).

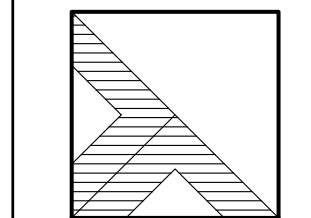


#### LEGEND

- BENCHMARK
- STORM SEWER MANHOLE
- CATCH BASIN
- FLARED END SECTION
- SANITARY SEWER MANHOLE
- CLEANOUT
- WELL HEAD
- FIRE HYDRANT
- FIRE DEPARTMENT CONNECTION
- SPRINKLER CONTROL VALVE
- SPRINKLER HEAD
- VALVE (WATER & GAS)
- GAS METER
- UTILITY RISERS
- UTILITY POLE
- LIGHT POLE
- GUY ANCHOR
- TRANSFORMER
- HAND HOLE (ELECTRIC)
- ELECTRIC METER
- GROUND MOUNTED LIGHT
- SIGN
- SOIL BORING
- BOLLARD POST
- POST
- GATE
- FENCE LINE
- OVERHEAD UTILITIES
- UNDERGROUND ELECTRIC
- COMMUNICATIONS
- TELEPHONE
- FIBER OPTIC
- GAS LINE
- EXISTING WATER LINE
- PROPOSED WATER LINE
- EXISTING STORM SEWER
- PROPOSED STORM SEWER
- EXISTING SANITARY SEWER
- PROPOSED SANITARY SEWER

EXISTING BITUMINOUS SURFACE	EXISTING CONCRETE SURFACE	GRAVEL SURFACE
PROPOSED BITUMINOUS SURFACE	PROPOSED CONCRETE SURFACE	
CONIFEROUS TREE	DECIDUOUS TREE	ORNAMENTAL BUSH

**PRELIMINARY**  
NOT FOR CONSTRUCTION



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**COMMUNITY ACTION HOUSE**  
650 RILEY STREET  
SECTION 18, T05N, R15W, HOLLAND CHARTER TWP., OTTAWA CO.  
**-FOR-  
LAKEWOOD ARCHITECTURE**  
11253 JAMES STREET, HOLLAND, MI 49424

#### ISSUED FOR:

- OWNER REVIEW  
06-11-2025, D: A.A.C.:JMT
- OWNER REVIEW  
06-26-2025, D: A.A.C.:JMT
- ISSUED FOR REVIEW  
07-15-2025, D: A.A.C.:JMT

Project Manager:

JOHN TENPAS

Project #

2510195.1A

Sheet Title:

**GRADING AND  
SOIL EROSION  
CONTROL PLAN**

Sheet #

**C-102**  
5 of 6







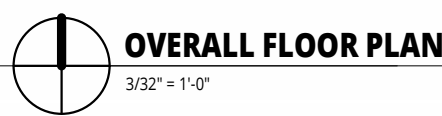
1	ALL GENERAL METAL STUD FRAMING TO BE 16" O.C. UNLESS NOTED OTHERWISE.
2	HEIGHT OF ALL METAL STUD AND GYPSUM BOARD WALLS TO BE TIGHT TO BOTTOM OF STRUCTURAL STEEL MEMBERS, OR METAL ROOF / FLOOR DECK U.O.N.
3	ALL DIMENSIONS ARE TO GRIDS, FINISH FACE OF DRYWALL OR FACE OF FOUNDATION AT EXTERIOR WALLS.
4	EXACT LOCATION OF CABINET AND BRACKET MOUNTED FIRE EXTINGUISHERS TO BE APPROVED BY LOCAL FIRE OFFICIAL.
5	PROVIDE IMPACT RESISTANT GYPSUM BOARD ON THE BOTTOM 4'-0" OF WALL AT CORRIDORS - REFER TO PLAN FOR LOCATIONS
6	PROVIDE MOISTURE RESISTANT GYPSUM BOARD BEHIND WET WALLS
7	PROVIDE TYPICAL CORNER JOINTS IN ALL GYPSUM BOARD BULKHEADS AT 30'-0" MAX. SPACING.
8	DOORS ADJACENT TO WALLS BUT NOT DIMENSIONED ARE LOCATED 4" FROM FACE OF ADJACENT WALL.
9	TRANSITION LINES OF DIFFERING FLOOR MATERIALS SHALL OCCUR AT CENTERLINE OF CLOSED DOOR.
10	CONTRACTOR SHALL FURNISH AND INSTALL OCCUPANT LOAD SIGNS AS REQUIRED BY THE BUILDING CODE. SIGNS SHALL BE POSTED AT REQUIRED LOCATIONS BEFORE SUBSTANTIAL COMPLETION.
11	PROVIDE SOLID BLOCKING IN STUD WALLS TO ANCHOR HANDRAILS, WHITEBOARDS, TV MONITORS, ACCESSORIES, ETC.



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# A111



7/14/2025 5:32:40 PM XXXXX A111 OVERALL FLOOR PLAN



**COMMUNITY ACTION HOUSE**  
RILEY STREET RESALE STORE  
650 RILEY STREET, HOLLAND, MI

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**VISIONS:**

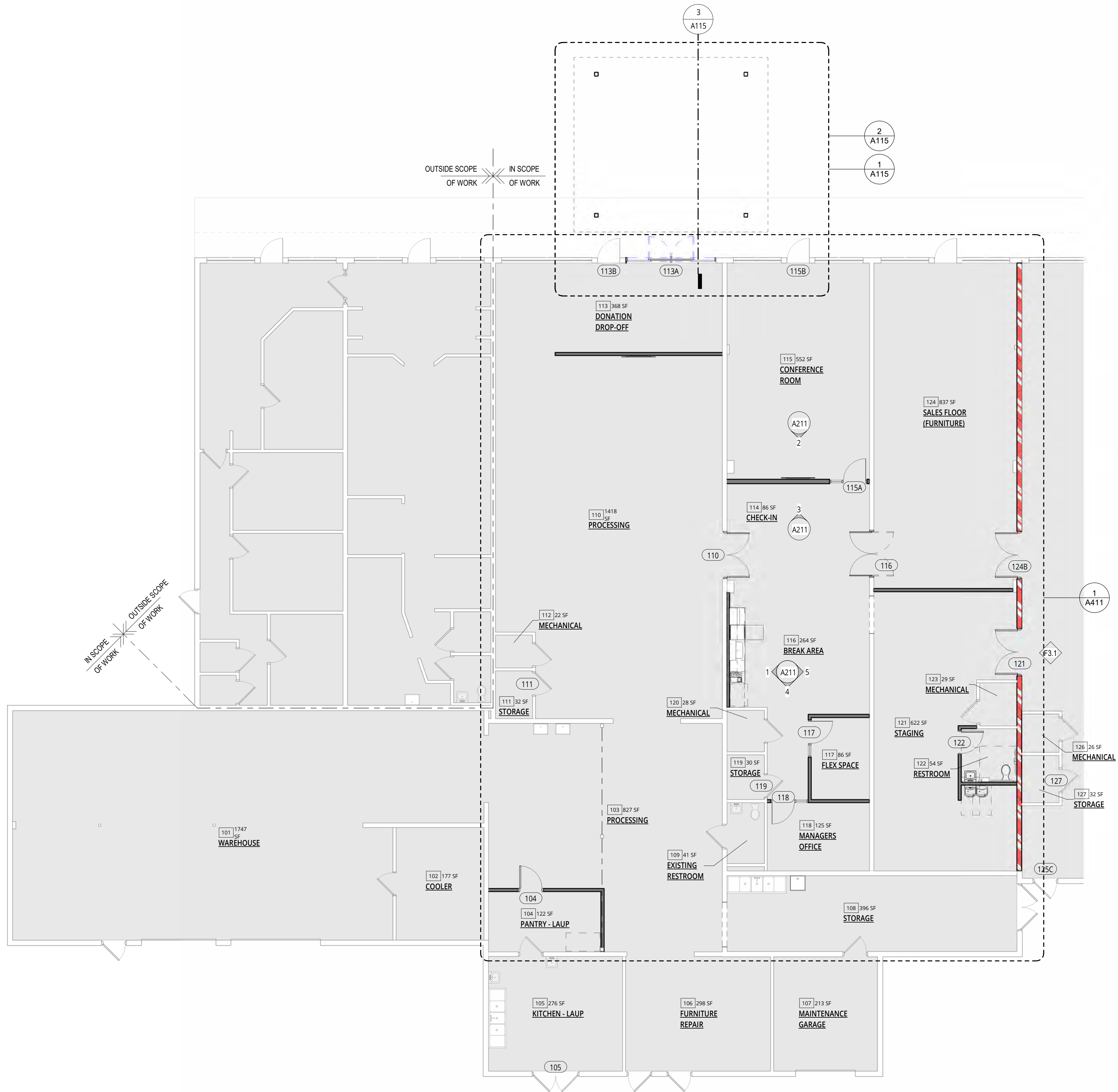
[illegible]

SUBJECT NO: XXXXX  
 DRAWN BY: M  
 REVIEWED BY: K  
 SET NAME: ENLARGED FLOOR  
 PLAN - AREA A  
 SET NO:

# A112

## FLOOR PLAN NOTES

- |    |   |
|----|---|
| 4  | ALL GENERAL METAL STUD FRAMING TO BE 16" O.C. UNLESS NOTED OTHERWISE.   |
| 5  | HEIGHT OF ALL METAL STUD AND GYPSUM BOARD WALLS TO BE TIGHT TO BOTTOM OF STRUCTURAL STEEL MEMBERS, OR METAL ROOF / FLOOR DECK U.N.O.                                  |
| 6  | ALL DIMENSIONS ARE TO GRIDS, FINISH FACE OF DRYWALL OR FACE OF FOUNDATION AT EXTERIOR WALLS.  |
| 7  | EXACT LOCATION OF CABINET AND BRACKET MOUNTED FIRE EXTINGUISHERS TO BE APPROVED BY LOCAL FIRE OFFICIAL.   |
| 8  | PROVIDE IMPACT RESISTANT GYPSUM BOARD ON THE BOTTOM 4'-0" OF WALL AT CORRIDORS - REFER TO PLAN FOR LOCATIONS  |
| 9  | PROVIDE MOISTURE RESISTANT GYPSUM BOARD BEHIND WET WALLS  |
| 10 | PROVIDE TYPICAL CONTROL JOINTS IN ALL GYPSUM BOARD BULKHEADS AT 30'-0" MAX. SPACING   |
| 11 | DOORS ADJACENT TO WALLS BUT NOT DIMENSIONED ARE LOCATED 4" FROM FACE OF ADJACENT WALL.  |
| 12 | TRANSITION LINES OF DIFFERING FLOOR MATERIALS SHALL OCCUR AT CENTERLINE OF CLOSED DOOR.   |
| 13 | CONTRACTOR SHALL FURNISH AND INSTALL OCCUPANT LOAD SIGNS AS REQUIRED BY THE BUILDING CODE. SIGNS SHALL BE POSTED AT REQUIRED LOCATIONS BEFORE SUBSTANTIAL COMPLETION. |
| 14 | PROVIDE SOLID BLOCKING IN STUD WALLS TO ANCHOR HANDRAILS, WHITEBOARDS, TV MONITORS, ACCESSORIES, ETC.   |



 **ENLARGED FLOOR PLAN - AREA A**  
1/8" = 1'-0"

NOT FOR CONSTRUCTION





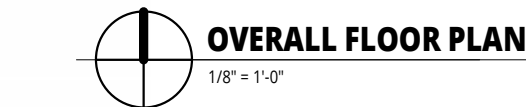
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5	PROVIDE IMPACT RESISTANT GYPSUM BOARD ON THE BOTTOM 4'-0" OF WALL AT CORRIDORS - REFER TO PLAN FOR LOCATIONS
6	PROVIDE MOISTURE RESISTANT GYPSUM BOARD BEHIND WET WALLS
7	PROVIDE TYPICAL CORTEL JOINTS IN ALL GYPSUM BOARD BULKHEADS AT 30'-0" MAX. SPACING.
8	DOORS ADJACENT TO WALLS BUT NOT DIMENSIONED ARE LOCATED 4" FROM FACE OF ADJACENT WALL.
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# A113





1	SUBCONTRACTOR TO FIELD VERIFY BUILDING HEIGHTS AND ENVELOPE LIMITS. INFORM ARCHITECT OF ANY DISCREPANCIES.
2	ALL EXPOSED MECHANICAL AND PLUMBING VENT LOCATIONS TO BE APPROVED BY ARCHITECT PRIOR TO INSTALLATION. COLOR TO MATCH ADJACENT MATERIALS, OR BE PAINTED TO MATCH. CONFIRM COLOR WITH ARCHITECT.
3	REFER TO EXTERIOR FINISH SCHEDULE AND PROJECT SPECIFICATIONS FOR ALL EXTERIOR INFORMATION.
4	ALL SIGNAGE BY OWNER

TAG	DESCRIPTION	SPEC SECTION	MANUFACTURER	FINISH / COLOR
STOREFRONT				
SF-1	ALUMINUM STOREFRONT WINDOWS	08 51 13	AS SELECTED BY CONTRACTOR	CLEAR ANODIZED - MATCH EXISTING
PAINT				
PT10	WHITE PAINT	09 91 13	BENJAMIN MOORE	TBD
PT11	GREY PAINT	09 91 13	BENJAMIN MOORE	TBD
METAL SIDING				
MS-2	METAL SIDING	07 62 00	AS SELECTED BY CONTRACTOR	TBD
MS-1	METAL CAP FLASHING	07 62 00	AS SELECTED BY CONTRACTOR	TBD