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**SPRING LAKE TOWNSHIP  
PLANNING COMMISSION MINUTES  
OCTOBER 16, 2019 – REGULAR MEETING**

PRESENT: Harry Dyck, Greg Latsch, Jack Ketchum, David Rumpel  
ABSENT: Crystal Morgan, Jerry Rabideau, Russ Tiles  
PARTICIPANTS: Lukas Hill, Township Community Development Director, Ron Bultje,  
Township Attorney

**A. Call to Order**

A meeting of the Spring Lake Township Planning Commission was held at Barber School, 102 W Exchange St, Spring Lake MI 49456.

Rumpel called the meeting to order at 7:00 pm.

**B. Approval of Agenda**

Ketchum made a motion, support by Dyck, to approve the agenda as presented. The motion passed unanimously.

**C. Approval of Minutes**

Latsch made a motion, support by Ketchum, to adopt the Planning Commission September 18, 2019 regular meeting minutes as presented. The motion passed unanimously.

**D. Public Comments**

A time for public comment was provided. No comments were offered.

**E. The Villas at Spring Lake Country Club – Final PUD Review**

Mike McGraw, Eastbrook Homes, and Rick Pulaski, Nederveld, discussed changes to the PUD, which address comments received since the preliminary approval. Pulaski stated he believes everything that has been discussed by the Planning Commission and the Board of Trustees has been addressed and included. The biggest change that was made was to the grading plan for the roads. The new plan allows many more trees to be preserved.

McGraw, Pulaski and commissioners discussed issues raised by Hill and presented in an email dated October 16 regarding requirements prior to construction of dwelling units.

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1. Hill stated that a performance guarantee for all infrastructure must be submitted to the Township. McGraw stated that he believes a bond has been provided for utilities and roads as of September 6. Hill will review the provided bond to ensure it is sufficient.
2. Easements for utility, pedestrian and vehicular cross access must be recorded. Pulaski stated they have been recorded, and he will provide additional copies if necessary.
3. Pedestrian and utility easements to Cross Lane must be recorded. Pulaski stated that these will be provided. They were planning to provide these with Phase 2 of the construction, but will adjust the schedule and provide them now.
4. All required legal agreements, as directed by the Township attorney, will be recorded. Bultje stated that the PUD contract will be recorded after approval by the Board of Trustees. He also stated that street maintenance can be handled with a contract which is recorded, or as part of the master deed. McGraw stated that he would confer with Bultje on language for street maintenance.
5. Landscaping along State Road to be approved by the Township Landscape Architect and Township staff prior to any home construction, and all landscaping on State Road will be completed by July 1, 2020. McGraw agreed this would be acceptable.
6. All amenities including ponds, benches, gazebos, etc., within each phase under construction is to be completed within one year of obtaining building permits in the respective phase. McGraw stated he understands the requirement and agrees.
7. Landscaping in interior park areas is flexible; however built structures shall be built as provided on the site plan and as described in the Nederveld letter dated 10/14/2019. Hill stated that these amenities must be included, but there is flexibility with sidewalks. McGraw agreed that everything on the plan would be included, but there may be additional items also included.

Hill asked about clearing of trees in the open space. Pulaski stated that there is a 30-foot buffer around the entire property that will have no clearing. There may be some clearing needed for individual sites. McGraw stated that the intent is to keep as many of the remaining trees as possible, but some may need to be removed for drainage or if they are unhealthy.
8. Street light fixtures must be approved by Township staff prior to installation. McGraw stated approval will be obtained.
9. Sidewalks will be moved to the street side of the overflow parking areas per the Rick Pulaski email. Pulaski described the change. There are two areas for overflow parking. The sidewalk will be installed on the street side of the parking spaces, with the parking spaces completely beyond the sidewalk. This change needs to be incorporated into the final documents.

10. Build-to lines are provided in place of setback lines. No structure shall be closer than 30 feet from any edge of the roadway. Pulaski stated that in the preliminary plan the agreement was for a 30-foot setback to the garage, but the home could be brought forward up to 5 feet if the buyers desired a larger room in the front. This would de-emphasize the garage, and would allow the driveway to still be long enough for parking. Hill agreed that this was included in the preliminary approval.

Ketchum asked about a crosswalk on State Road. Pulaski stated that the Ottawa County Road Commission would only allow one crossing, which will be painted. McGraw stated that if there are any small gaps between the bike path and the road they will be filled to make a smooth transition.

Ketchum asked about the Hill memo of October 8, specifically mailboxes and fishing in the ponds. Pulaski stated that the post office is not allowing individual boxes, and the location of the group mailbox will not be determined until the roads are complete. After the road is complete, the post office will assign the location. There will be overlooks on the ponds, but fishing will not be allowed.

Staff comments from the October 16 email were discussed.

Open space calculations were confusing based on the drawings provided. Pulaski stated that if all unbuildable open space, outside the building envelopes, is calculated, there is 35% open space. He expects the final number to be higher because each condo will not entirely fill the building envelope. No sheds, dog runs or play sets will be allowed in the open space. McGraw stated that this restriction will be enforced. Hill stated that the confusion is based on the submitted site plan, which shows green space (colored green) inside the build-to lines. Pulaski stated that he will reprint the site plan to show the green space only outside the build-to lines, which will still result in the 35% open space.

Hill questioned how the development would comply with the intent of the lot coverage maximum in the underlying R-2 district. McGraw stated that if the overall site is considered, there will be much less than 30% coverage because large, meaningful open spaces have been provided. After discussion, Hill stated he was more concerned about the width of the units than the depth, so the development does not look too dense. He stated he was comfortable with the build-to lines.

Dyck asked about removal of the existing home on the site, and the timing of the removal. McGraw stated that the process has begun, but asbestos was found in the house. The asbestos will have to be dealt with, and it is expected the house will be removed by spring.

Bultje discussed the resolution approving the final development plan, and the report supporting the resolution. Most of the resolution and report is standard language, but conditions of approval were discussed. Based on additional information that was provided between drafting the resolution and the meeting, the conditions were revised to include compliance with the items in the Hill email dated October 16, 2019, 3:34pm, compliance with representations made at the October

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16 Planning Commission meeting as reflected in these minutes, and compliance with the Pulaski email showing the diagram of the change in the overflow parking sidewalks.

Motion by Latsch, support by Rumpel, to adopt the Resolution and Report, draft date October 14, 2019, with the revisions to the conditions as discussed.

With a roll call vote, the motion passed unanimously.

**F. Zoning Ordinance Amendments**

1. Landscaping Standards Text Amendment
2. Architectural Standards Text Amendment

Commissioners discussed the current versions of both text amendments. Hill stated he had presented the amendments to the Corridor Improvement Authority (CIA) members and had received comments. The CIA members generally expressed interest in making sure the requirements were predictable and not cost prohibitive.

The public hearing on both text amendments was opened at 8:24pm. There were no comments. Motion by Latsch, support by Ketchum, to close the public hearing at 8:25pm. The motion was approved unanimously.

After discussion, Hill stated he would adjust the landscaping language to address issues with outdoor sales, such as for car lots.

Bultje noted the Grand Haven Township ordinance has a grid for determining when different aspects of the ordinance apply. Latsch stated he was interested in exploring this idea, so the requirements do not become burdensome.

Commissioners directed Bultje to prepare an ordinance for discussion at the November meeting.

**G. Commissioner Comments**

1. Township Board: There is a request for a no-wake zone on part of the river, and a public hearing will be held in November. The wetland ordinance was amended to include an alternate member, and Ketchum was appointed as the alternate. Agreements with the developers of the Spring Lake Townhomes were approved.
2. ZBA: There were two meetings held. At the regular meeting, an attached garage larger than allowed was approved, and additional waterfront structures were approved for a property that had a partial approval in August. There was a special meeting where an attached garage larger than allowed was approved with conditions.
3. Community Development Director: An estimate has been developed for the bike path on M104 that must be installed by the developers of the Spring Lake

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Townhomes. MDOT does not want the path installed until after the road is resurfaced next year.

**H. Adjournment**

Ketchum moved to adjourn the meeting at 8:57pm. Rumpel seconded the motion, which passed unanimously.

Respectfully submitted,

Jack Ketchum, Secretary  
Planning Commission