

DRAFT

**SPRING LAKE TOWNSHIP  
PLANNING COMMISSION MINUTES  
June 19, 2013 – REGULAR MEETING**

PRESENT: David Rumpel, Dennis Masson, Jack Ketchum, Greg Latsch, and Amy VanDyke.

ABSENT: Russ Tiles and Ron Lindquist

PARTICIPANTS: Lukas Hill - Community Development Director

**A. Call to Order.**

Rumpel called the meeting to order at 7:00 p.m.

**B. Adoption of Minutes.**

Masson moved to adopt the minutes of the May 15, 2013 regular meeting of the Planning Commission. Ketchum seconded the motion and it passed unanimously.

**C. Approval of Agenda.**

Masson moved to approve the agenda. Latsch seconded the motion and it passed unanimously.

**D. General Public Comment:** No general public comment.

**E. Nortonville Gospel Chapel**

Phil Peterson introduced the project and explained that they would like to modernize their church by adding classrooms and additional parking so they do not need to utilize Jeffers Elementary School parking across the street. Peterson explained they also need to update the mechanical systems. Ketchum stated that it would be a good idea to place a bike rack on site. Masson asked the applicant to make sure their parking calculations are correct.

Masson moved to approve the Nortonville Gospel Chapel site plan dated 6-7-13, that being sheet C-1 and D.0, for a new addition and parking lot expansion as it is compliant with Section 1003, Site Plan Review Criteria of the Zoning Ordinance with the following conditions:

1. The applicant obtains a storm water permit from the Ottawa County Water Resources Commissioner.
2. The applicant obtain a permit from the Ottawa County Health Department for moving the septic tank.
3. The site remains otherwise compliant with all federal, state and local laws.
4. The applicant complies with all written and verbal representations.

Latsch seconded the motion and it passed unanimously.

**F. 174<sup>th</sup> Avenue Fire Station**

Hill explained that the Township is adding a minor amount of asphalt to create additional parking spaces at Station 2. Hill stated this will also include a new detention area that will improve overall drainage on site. Masson stated that no parking signs should be placed in between the overhead doors. Ketchum asked if pervious pavement would be an option for this project. Hill stated he would look into it and also get some feedback from the Township Engineer on pervious pavement. The Planning Commission also stated that the Township needs to be held to the same storm water requirements that they hold the private sector to.

Rumpel moved to approve the parking lot expansion and detention area with the following conditions as it meets the site plan review criteria with the following conditions:

1. Post “NO-PARKING” signs in between the overhead doors.
2. Add a parking space bumper to the handicap space.

Ketchum seconded the motion and it passed unanimously.

**G. Rycenga Park Shelter**

Hill updated the Planning Commission that a new picnic shelter was going to be constructed at Rycenga Park this fall and was being reviewed by the Fruitport Township Planning Commission. No action was necessary.

**H. Accessory Building/Special Land Use Discussion:**

The general consensus of the Planning Commission was that they were not sure why the Township Board desires to have the existing special land use related to accessory buildings be transferred to the Zoning Board of Appeals and be treated as an authorization. The Planning Commission also felt they were not prepared to take action on this item until they were able to meet with the Township Board. The Planning Commission felt that their current role is in line with State law and consistent with other municipalities in Ottawa County. The Planning Commission felt that once the roles were better defined, then the review criteria could possibly be reviewed.

VanDyke stated that it would be beneficial for the Planning Commission to improve their review procedure and make sure each review criterion is discussed verbally which could result in more meaningful debate.

I. **Reports**

1. Township Board: No report.

2. Zoning Board of Appeals: Ketchum provided a report on the Rudd variance application in May 2013.

3. Community Development Director: Hill stated that Breezy Point LLC completed their garage that was permitted via a special land use but did not include windows on the garage as presented. While the Planning Commission generally concurred that the windows were not a deal breaker, the applicant needs to stick to what was approved or apply to the Planning Commission for changes. Masson stated that there was no change in the form, fit, or function and these decisions should be administrative, if possible. Rumpel stated reservations with that as it is hard to delegate too much discretionary authority to the Zoning Administrator.

Hill also discussed the proposed Devries property development and indicated that the wetlands have been successfully delineated and that a subdivision application is likely to be submitted this summer.

J. Motion to adjourn at 8:26PM made by Ketchum with support from Latsch. Motion passed unanimously.

Respectfully submitted,

/s/

Dennis Masson, Vice Chairman  
*Planning Commission*