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**SPRING LAKE TOWNSHIP
PLANNING COMMISSION MINUTES
MAY 20, 2015 – REGULAR MEETING**

PRESENT: Jack Ketchum, Greg Latsch, Ron Lindquist, Crystal Morgan, Russ Tiles.

ABSENT: Dennis Masson, David Rumpel

PARTICIPANTS: Lukas Hill, Township Community Development Director

A. Call to Order

Ketchum called the meeting to order at 7:01 p.m.

B. Approval of Agenda

Tiles made a motion, support by Latsch, to approve the agenda with the correction to item C, adoption of April 15 minutes. The motion passed unanimously.

C. Approval of Minutes

Latsch made a motion, support by Tiles, to adopt the April 15, 2015 Planning Commission meeting minutes as presented. The motion passed unanimously.

D. Public Comments

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

E. Kyan Property Holdings – Site Plan Review

Gary VerPlank, co-owner of Kyan Property Holdings, presented the plans for a light industrial warehouse. The property is adjacent to Shape Corp. This will be a warehousing operation for the stamping plant, and will also store personal items.

Tiles asked how the finished product would be shipped. VerPlank stated he doesn't expect trucks at the warehouse, and material will be moved to another Shape plant for shipping. The warehouse is not set up for semis, as there are no truck docks.

Lindquist asked if any raw materials would be delivered and stored in the warehouse. VerPlank indicated it was only finished product, which would be moved by a lift truck or a smaller flatbed truck. There are no docks for delivery of raw materials.

Morgan asked how the bike path would be affected and who would pay to repair it. Hill indicated the developer would pay for any needed repairs. VerPlank stated the entrance was built to the new OCRC standard, and he has requested relief for a smaller driveway entrance, similar to the other facility

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entrances. Hill stated that it was probable OCRC would require the entrance to be built to the new standard.

Morgan asked about signage, and VerPlank indicated there would be no signs.

Ketchum asked if there would be any assembly at the facility. VerPlank stated it was only for warehousing, no assembly, no stamping.

Ketchum asked about landscaping. VerPlank stated the berm will remain, and there is a wooded area near 144th Ave. The grassy area to the south will remain.

Latsch asked about the long-term plan for the facility. VerPlank stated that moving items to the warehouse will free up space in the stamping plant. They will also use it for personal storage.

Ketchum asked about the storm water review. Hill stated the county review has not yet been received, but the Township engineer did not see any problems.

Hill stated that a warehouse is a permitted use in the zoning district.

The Commissioners reviewed the criteria in Section 1005 of the Zoning Ordinance.

Motion by Latsch, support by Tiles, to approve the plans as presented with the following conditions:

1. The Planning Commission finds the site plan compliant with the review criteria set forth in Section 1005 of the Zoning Ordinance.
2. The 60' x 200' building will be used for Light Industrial purposes only and will not generate noise, fumes or vibrations beyond the property line.
3. All new lighting will be dark sky compliant and preapproved prior to issuance of a building permit.
4. A storm water maintenance agreement shall be enacted and recorded prior to issuance of a building permit.
5. All changes per the Township DPW and Engineer are adhered to.

With a roll call vote, the motion passed unanimously.

F. Hickory Road LLC – Special Land Use

Ryan Meyers, Integrity Builders and Todd Sytsema, property owner, presented their plans for a building that is larger and taller than permitted by right. They stated the land was previously zoned AG, but was rezoned by a former owner to R2. Their long term plan is to expand the blueberry growing operation. Sytsema stated there is a building on the parcel that isn't fixable and he would like to build a usable building.

Tiles asked what would be stored in the building, and whether there would be electricity and water to the building. Sytsema indicated it would be farm equipment, and at this time there are no plans for electricity and water.

Morgan asked whether there were residences on the property. Sytsema stated there were none.

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Ketchum asked why the request was for a building twice as large as permitted. Sytsema stated that there are two buildings on his property that need to be replaced. He would like to do it with one building that has sufficient storage space.

Lindquist asked about the roof pitch and sidewall height. Meyers stated it was a 4:12 pitch and a 14 foot sidewall.

Ketchum asked whether the existing buildings would be removed. Sytsema stated they would remove the building on this parcel and one on an adjacent parcel.

Hill stated that agricultural uses are not allowed in R2, but this is an existing non-conforming farm. The zoning on the parcel may need to be downzoned to AG. He also noted that the AG zoning allows larger accessory buildings than the R2 zoning does. Hill recommended tabling the item and consulting the attorney about the best way to proceed.

The public hearing was opened at 7:45pm.

Diane Scripps, 18580 180th Ave., stated she lives across the street from the property. She is concerned about the size of the building. She also stated that other outbuildings in the area without family residences on the parcel tend to become unsightly.

Motion by Latsch, support by Ketchum, to close the public hearing at 7:47pm.

Latsch asked to discuss the zoning problem, and whether they can look at the property as one large parcel. Hill stated the owner bought the property with an interest to continue farming. With a common owner, the Commissioners could consider it a larger parcel. If rezoning was necessary, they could rezone parcels to increase the parcel size to larger than 5 acres which would increase the allowable building size.

Lindquist asked whether that would constitute spot zoning, and stated that the Township Board only considers rezoning if the owner requests it. If that is the direction taken, he would prefer consolidating enough parcels to make a reasonable farm so the building is a reasonable size.

Motion by Latsch, support by Lindquist, to table the item for clarification by the attorney. With a roll call vote, the motion passed unanimously.

G. Millcroft PUD – informal introduction

Rick Polaski of Nederveld presented the conceptual design for the development team. The development will consist of 104 lots and an area designed for commercial property. The development will consist of two halves, as there is no way to build a road over the existing ponds to connect the halves. Phasing of the development has not been determined as yet. The Commissioners discussed the development and made suggestions for improvements to the plans. The developers will return to a later meeting for a formal presentation.

H. Fence Materials- Public Hearing

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Hill indicated some fences in the Township are non-typical and not in good shape. The proposed addition to the Fence requirement in the Zoning Ordinance, Section 324, would give the Township the ability to enforce a materials requirement, and would extend the maintenance requirement for fences that are in bad shape. The proposed addition to Section 324 states

All fences shall be constructed of typical or common fence materials including solid wood, rigid vinyl, wrought iron or chain link. Fencing on a lot shall be of typical fence design and shall be maintained and kept in a state of good repair.

Ketchum asked about enforcement of the provision. Hill stated that either the Compliance Officer would notice a problem, or there would be a complaint.

Morgan suggested changing the fence materials to “including but not limited to” the listed materials.

The Commissioners directed Hill to have the attorney draft a zoning text amendment ordinance for review at the next meeting.

I. Private Roads and Public Roads – Discussion

Hill stated that after further investigation, an ordinance change is probably not needed. Most developments will now fall under the PUD requirements and roads will be addressed that way.

J. Tree Ordinance – Discussion

Hill stated that he discussed the Tree Ordinance with an arborist and a suggestion is to require a tree survey as part of the natural features inventory. By requiring developers to inventory trees, they will be more aware of the trees that are on the property. Hill suggested incorporating this into the General Provisions so that it would be required on all site plans.

Morgan questioned the suggested symbols, especially relating to removed and relocated trees. She stated it would be helpful if there was some reference so it can be determined if a tree is actually leaving the property, or if it is being relocated.

Ketchum stated he recalls tree inventories being included on site plans in the past, and thinks that they should still be included. He questioned whether the survey needs to be signed by a land surveyor and a registered Landscape Architect, Arborist or Forester. Hill stated that the requirement would ensure more accountability for the accuracy of the survey.

Commissioners directed Hill to continue revising the wording and to bring the item to a future meeting.

K. Commissioner Comments

1. Township Board: Discussion on finalizing the lease with the Village is progressing. The bonds for the fire station have been sold and the funds will be available June 10. It is hoped the new station will be finished by fall, 2016. The Village DDA will purchase the

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current Township Hall and property and raze the building. The current plans are to construct parking and a permanent farmer's market.

2. Zoning Board of Appeals: Meeting held on April 23 to consider a waterfront setback determination on Howard Street. The approved setback was a compromise to minimize the impact on the neighbors.
3. Community Development Director: The Master Plan Update is still with the Township Board. Hill stated he would like more community engagement on the Update. Commissioners directed Hill to bring the Community Enrichment Checklist to the Planning Commission for discussion.

L. Adjournment

Ketchum moved to adjourn the meeting at 9:45pm. Latsch seconded the motion, which passed unanimously.

Respectfully submitted,

Jack Ketchum, Secretary
Planning Commission