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**SPRING LAKE TOWNSHIP
PLANNING COMMISSION MINUTES
JULY 18, 2018 – REGULAR MEETING**

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

A. Call to Order

Ketchum called the meeting to order at 7:04 pm.

B. Approval of Agenda

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

C. Approval of Minutes

Morgan made a motion, support by Tiles, to adopt the June 20, 2018 Planning Commission minutes as presented. The motion passed unanimously.

D. Public Comments

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

E. Arcadia PUD – Final PUD Amendment Consideration

Hill presented the request. The Township Board has approved the PUD change that will include condos rather than townhomes. The change will also allow for a reduction in rear yard setbacks for decks only. The changes fit the site. The last remaining condition is for a path to the high school. This item is waiting for approval from the school district.

Motion by Morgan, support by Tiles, to adopt the Resolution and Report for the Arcadia PUD amendment with a draft date of 7/11/2018.

With a roll call vote, the motion passed unanimously.

F. Spring Lake Townhomes Site Plan and Special Land Use at 14840 Cleveland

Pete Lazdins of Progressive A/E presented the changes to the site plan. An updated site plan was handed to commissioners incorporating changes from the last Planning Commission meeting and the changes required by the Ottawa County Road Commission for the entrance on 148th Ave. Changes to the site plan included adding more landscape screening, wider roads, no parking signs, concrete pads in front of mailboxes, and connections between the interior sidewalks and the M104 bike path. The corner parcel which was sold to the Township was surveyed and the building locations on the site plan were adjusted as necessary to meet the setback requirements.

A meeting was held with Electromedia's owner, Peter Boon, to discuss a shared drive on 148th Ave between Spring Lake Townhomes and the parcel to the south. There is no interest by either Electromedia or Spring Lake Townhomes to share a drive. Hill stated that a letter will be needed from Peter Boon to the Township to provide evidence that a shared driveway is not feasible.

Rabideau asked whether enough space was provided for snow storage. Lazdins stated that there are several long runs where snow can be stacked.

Lazdins stated that they have submitted a storm water review to the Water Resources Commission and are waiting for the reply.

Michael Maier, developer, stated that he had reviewed the draft Report from the Planning Commission. He was concerned about the requirement that the private roads be constructed with concrete curb and gutter. He stated that this development is more rural than urban and that rolled curbs are planned. Hill stated that the Township Engineer can waive the curb requirements, and the rolled curb is probably more appropriate in this residential development.

Dyck asked about the number of guest parking spaces. Hill stated that there are 24 spaces proposed, and that it might be better to have less impervious surface. Maier stated that in similar developments his experience is that the residents need more parking than just their garage, due to using the garage for storage or to having additional drivers. Therefore, he prefers to add more guest parking at the beginning, rather than trying to add it later.

Tiles asked if the sidewalk would be marked where it would be crossed by drivers using the guest parking spaces. Lazdins stated that delineating the entrances to the guest parking would be good, and they will use asphalt and striping for access to the guest parking, with the concrete sidewalk continuing on either end of the guest parking entrances.

Ketchum asked if driveway or street parking will be allowed. Maier stated that vehicles will be allowed to park in the driveways, but there will be no boat or trailer storage allowed. Street parking will be discouraged, but may occur on busier holidays.

Ketchum asked if there will be a manager on site. Maier stated there will not be a manager on site, but the property will be monitored daily.

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Morgan asked about trash pickup. Maier stated that it will be single-family trash pickup with one trash day per week. Morgan asked if there will be a requirement to move the trash cans into the garage after trash day. Maier stated that they will need to be moved, and there will be space in the garages to fit the trash cans. Tiles asked if the trash truck will go down the streets or if the trash cans will be brought to a central area. Maier stated that the truck will go down the street. Rabideau asked if a dumpster might be more efficient. Maier stated that it is more desirable to have separate trash cans, and not a central dumpster area.

Hill discussed the summary and recommendations portion of the Community Development Director review. Most of the items in the recommendations were addressed in the revised site plan. The developer is waiting for approval from the Water Resources Commissioner. Also, the Township Engineer and Department of Public Works are requiring changes to the utilities. The landscape plan is also incomplete. Addressing signage concerns, Lazdins stated that stop signs will be included in the development. Lazdins stated that work is in progress to address these outstanding issues.

Ketchum asked if a Sustainable Community Assessment had been completed by the developers. Lazdins stated that they had completed one, and Ketchum requested a copy of the Assessment for review.

Ketchum asked if underground sprinkling would be provided in the landscaped areas, and how the newly planted trees would be maintained. Lazdins stated there would be sprinkling provided, and that maintenance of the landscaping would be contracted out to a landscaping company.

Ketchum asked if there would be a new landscape plan. Lazdins stated they had received the report from PM Blough and were working on the revised landscape plan.

Rabideau asked if the driveways would be both concrete and asphalt. Maier stated there was a concrete apron in front of the garage, and then asphalt. Ketchum asked about the composition of the paths to the front doors. Maier stated those are concrete and the paths line up with the concrete portion of the driveways. Rabideau asked about maintenance, and Maier stated that the developer would maintain the driveways.

Ketchum asked about installing sidewalk extensions to the east to 148th Ave and to the west to the commercial property. Maier stated that they were concerned about the east extension going to the middle of a block, and they believe the extension to the commercial area is unsafe. Hill stated that there may be a sidewalk on 148th Ave in the future, and that the driveway exit is the shortest route to the high school. For the extension to the commercial area, the sidewalk would tie the parcels together for pedestrians. Morgan asked if the sidewalk extension to the east could be built when there was a plan to build the sidewalk on 148th Ave, and if a special assessment district for the sidewalk extension could be used to pay for it. Bultje stated that was possible, and Maier stated that he would agree to install the sidewalk to 148th Ave if there was a sidewalk on 148th Ave, and agreed to a special assessment district to pay for the extension.

Bultje stated that the report requires a completion date for the infrastructure for the project, and for the project itself. Maier stated that a completion date 24 months in the future for both parts of the project was acceptable.

Motion by Tiles, support by Dyck, to approve the Resolution and Report for the Spring Lake Townhomes development with a draft date of 7/18/2018.

With a roll call vote, the motion passed unanimously.

G. Solar Regulations

Hill presented the revised solar ordinance. Commissioners discussed the changes that had been made. The public hearing was opened at 8:47pm. There were no comments. Motion by Dyck, support by Morgan, to close the public hearing at 8:48pm. The motion passed unanimously. Commissioners asked Hill to revise the solar ordinance as discussed and bring it to the Planning Commission for further review.

H. Election of Vice Chair

Dennis Masson, Vice Chair, has resigned from the Planning Commission, requiring the election of a new Vice Chair. Motion by Morgan, support by Rabideau, to appoint Greg Latsch as Vice Chair. The motion passed unanimously.

I. Commissioner Comments

1. Township Board: The Corridor Improvement District process is moving forward.
2. ZBA: Considered a request for a large attached garage for a property on Leonard. The request was approved on a 3-2 vote.
3. Community Development Director: Hill will not be at the August meeting; Ron Bultje will provide assistance to the Commissioners as needed.

J. Adjournment

Ketchum moved to adjourn the meeting at 9:01 pm. Morgan seconded the motion, which passed unanimously.

Respectfully submitted,

Jack Ketchum, Secretary
Planning Commission