

Meeting called by: Chairperson, Ellen Moore @ 7:30 PM

Members present: Babcock, Gunnell, Moore, Myers, Sawade, Sevey, Tilburt

Others present: Attorney –Van Allsburg; Zoning Administrator –Gross

*Pledge of Allegiance:*

*Approval of Minutes:* Motion to accept modified February minutes by Sevey, second by Myers, all Ayes, Carried.

Changes necessary are to the Zoning Administrator Report from “Currently discussing options because a business that assumed an existing business didn’t come to the PC per requirements at that time; issue is what standards are necessary now since currently new neighbors must abide with PC meeting,” to “Currently discussion options because a new business must comply with current zoning ordinance requirements, including possible site plan review.”

*Approval of Agenda:* With no objections Agenda stands as written.

*Agenda Item 1:* Bliss-Witters & Pike: Amended Site Plan Review for 13603 Northland Drive.

Proposal by Kevin Pike and Jon Tilburt. (Jon Tilburt, PC Member, excused from meeting and exempt from voting due to conflict of interest).

- Request for a 1,280’ addition on the west side of existing funeral home to be used for a chapel/lounge.

*Discussion:* (Moore/Gunnell) Re: the exits - will still have exterior door? Parking: (Sevey) 2 additional spaces close to retention pond is a concern; (Moore) Engineer Gritters requirements, i.e., ADA Act, will be met?

*Response:* (Pike) will enter the new building through the main building; will be removing 6 parking spaces and adding 3, total loss of 3 spaces; can insure no fill into retention pond; will comply with all of engineer’s requirements.

*Conclusion:* No public hearing required. (Gross) Comparison to previous plan indicates altered parking on north side which equals no net gain in parking spots; (VanAllsburg) Engineer will calculate and make determination re: retention pond borders; Applicant will be required to meet engineer’s requirements to secure Certificate of Occupancy.

*Moore:* Called for motion to approve amendment. Motion by Gunnell, second – Sevey; All ayes – Carried. (Tilburt exempt).

*Unfinished Business:* 425 Meeting Date with City of Cedar Springs

*Moore:* Communication with the city manager indicated he alone could meet with she “and a friend.” Ellen has discussed with Supervisor Ellick and have decided to table the matter.

*Discussion:* (Sevey) Is important that minutes demonstrate the efforts put forth by the Planning Commission for a joint meeting; should be with the entire PC and Township Board; (Gunnell) There have been meetings in the past - - last meeting remembered was in 2004 with Meijer; (Ellick) 425 Agreement specifies Planning Commission meeting, not an employee.

*Conclusion:* Joint meeting tabled

*Open Discussion for Issues not on the Agenda:*

1. *Correspondence received:*

A) Upcoming Ashton Meadows OSP, Preliminary Site Condo & Site Plan Review

*PC Comment:* (Moore) ??Submittal included old documentation – 2005, 2006, & 2008. (Sevey) i.e. Form from MI Dept of Environmental Quality expired in December 2006.

*Conclusion:* (VanAllsburg) All of what was given will have to be reviewed; will address in May.

B) Handout for PC’s convenience: Was able to get the training outline from Ottawa County’s previously cancelled seminar.

2. *Planning Commission Members:* N/A

Report of Zoning Administrator: Gross: Two upcoming projects with representation present are requesting to address PC at this meeting.

1. Proposal for legal, commercial dog kennel at 16721 Albrecht – What does the PC need for a site plan?

Moore: Recognized Chris Scott - proposed small building, nothing extravagant, property is 2+ acres.

Discussion: (VanAllsburg) is a SPU but requires 5 acres minimum for a kennel so it wouldn't work there.

(Scott) Can they use 10 acres across road owned by his wife? (Moore) Yes – submit SPU application to include setbacks. (Sevey) Kennel regulations are to be handled through the state; (Babcock) ??Other buildings on property – “yes.”

Conclusion: (VanAllsburg) SPU will need a public hearing/300' letters – will await application paperwork.

2. Inquiry for storage of nursery/landscaping trees at property at 2104 21 Mile – How much of a site plan does PC want?

Moore: Recognized Justin Duimstra, Great Lakes Landscaping. Has applied but needs requirements for site plan since there are no buildings involved; property is zoned AG.

Discussion: (Gunnell) How much of the property used? Is it a commercial operation? (Babcock) Will there be a secured driveway? (Moore) What kind of plants, i.e. like Shaner Ave. Nursery? Is a turn-around necessary?

Any easements? (Sawade) Will plastic materials used? Will there be irrigation? Fertilizer use? (Myers) What size trucks? Will need to develop road well and, since commercial, will need KCRC permission/requirements. (Sevey) Will need to consider neighbor rights to front of property.

Response: (Duimstra) Will potentially, eventually use all of property; there are a variety of trees/shrubs - similar to Shaner Nursery; is a wholesale operation; semi-trucks are being used and will need a large turn-around in field; property is land-locked.

Conclusion: (VanAllsburg) Jerry will get history and decide if is conforming use; will need to go through Ch. 16 Zoning criteria; road and easement questions cannot be determined until we see paperwork; fertilizer/irrigation runoff cannot affect neighbors; roadway concerns will have to have careful evaluation.

(Gross) A determination is needed tonight due to Great Lakes Landscaping property purchase contingencies whether this can be done. (Moore) Can work but will need to go through the necessary steps.

Report of Township Supervisor: Ellick: Re: Kennel – positioning important due to dogs running about uncontained. Re: Nursery – has concerns about road being either blacktop or concrete.

Report of Township Board Representative: Gunnell: DNR is holding a public hearing on May 9<sup>th</sup>, re: no-wake ordinance for Olin Lakes; will be at Solon Hall.

Report of Board of Appeals Representative: Tilburt: N/A

Report of Planning Consultant: N/A

Moore called for any further items to discuss.

1. (Gross) Update for Therapy Shoppe/Narnia: wants to add additional storage space 2X size of existing building. Plans submitted were not sufficient, working with Roosien & Assoc. for acceptable plan.

2. (Moore) Ashton Meadows coming next month? (VanAllsburg) Jerry will determine if application is complete in order to bring to PC in May; a public hearing isn't needed for an OSP. (Sawade) Is the Lot Size issue relevant? (VanAllsburg) a Referendum was received for a special election in the fall so it's not currently effective. (Babcock) Can this be delayed until the election? (VanAllsburg) We will sort this out.

Moore: Called for motion to adjourn. Motion by Gunnell, second – Gunnell: All ayes – Carried.  
Meeting adjourned: 8:18 PM

Next Scheduled Meeting – Wednesday, May 22, 2019

  
Secretary  
6/20/19  
Date