

AGENDA

Grand Haven Charter Township Planning Commission
Monday, July 20, 2020 – 7:00 p.m.
Remote Electronic Meeting

According to the Attorney General, interrupting a public meeting in Michigan with hate speech or profanity could result in criminal charges under several State statutes relating to Fraudulent Access to a Computer or Network (MCL 752. 797) and/or Malicious Use of Electronics Communication (MCL 750.540). According to the US Attorney for Eastern Michigan, Federal charges may include disrupting a public meeting, computer intrusion, using a computer to commit a crime, hate crimes, fraud, or transmitting threatening communications. Public meetings are monitored, and violations of statutes will be prosecuted.

- I. Call to Order
- II. Roll Call
- III. Approval of the June 15, 2020 Planning Commission Meeting Minutes
- IV. Correspondence
- V. Brief Public Comments & Questions (Limited to 3 minutes)
Please go to <http://www.ghet.org/boards/meeting-packets> to view the complete packet for tonight's Planning Commission meeting. If you would like to comment on an Agenda Item Only, you may now submit your comments via Facebook Live stream found at <https://www.facebook.com/GHTownship>; email choisington@ghet.org; or call (616) 260-4982 when prompted. Comments through the phone are limited to three (3) minutes.
- VI. Public Hearing
 - A. Rezoning – Slater (Correction on Zoning Map) – PUD to RR
- VII. Old Business
 - A. Rezoning
- VIII. New Business
 - A. Updated 2019 Planning Commission Report
- IX. Reports
 - A. Staff Report
 - B. Other
- X. Extended Public Comments & Questions (Limited to 4 minutes)
If you would like to comment on a Non-Agenda Item, you may now submit your comments via Facebook Live stream found at <https://www.facebook.com/GHTownship>; email choisington@ghet.org, or call (616) 260-4982 when prompted. Comments through the phone are limited to four (4) minutes.
- XI. Adjournment

MEETING MINUTES
GRAND HAVEN CHARTER TOWNSHIP
PLANNING COMMISSION
JUNE 15, 2020
Remote Electronic Meeting

I. CALL TO ORDER

Cousins called the meeting of the Grand Haven Charter Township Planning Commission to order at 7:00pm.

II. ROLL CALL

Members present: Cousins, Wilson, Taylor, Chalifoux, Wagenmaker, Kieft, Hesselsweet, and Reenders
Members absent: LaMourie
Also present: Community Development Director Fedewa and Associate Planner Hoisington

Without objection, Cousins instructed Hoisington to record the minutes.

III. APPROVAL OF MINUTES

Without objection, the minutes of the May 28, 2020 meeting were approved.

IV. CORRESPONDENCE – None

V. PUBLIC COMMENTS – None

VI. PUBLIC HEARING

A. Special Land Use – Group Day Care Home (7-12 children) – LaMore

Cousins opened the public hearing at 7:08pm.

Fedewa provided an overview through a memorandum dated June 11th.

The owner, Kelly LaMore, was present and available to answer questions.

- LaMore currently operates a state-licensed family day care facility in her home which allows up to 6 children.
- Desire to expand the day care in order to respond to the increased demand for child care for her customers who are essential workers.
- Day care is regulated by the State, but requires SLU approval by the local municipality.
- No signs are planned to advertise business.
- Spouse will be the additional staff member, so no parking concerns.

There being no public comment, Cousins closed the hearing at 7:12pm

VII. OLD BUSINESS

A. Special Land Use – Group Day Care Home (7-12 children) – LaMore

The Commissioners had the following comments to offer:

- Questioned impact of operations on utilities.
 - LaMore indicated that the septic tanks are pumped regularly every other year.

Motion by Taylor, supported by Reenders, to **conditionally approve** the Special Land Use application to allow a Group Day Care Home at 12182 Lakeshore Drive. This approval is based on the application meeting the standards set forth by the Grand Haven Charter Township Zoning Ordinance. This motion is subject to, and incorporates, the following condition and report.

1. Applicant shall provide a copy of the Group Day Care license to the Township.

Which motion carried unanimously.

REPORT – LAMORE – GROUP DAY CARE HOME

1. This approval is based on the affirmative findings that each of the following Special Land Use standards has been fulfilled:
 - A. The proposed use is consistent with, and promotes the intent and purpose of this Ordinance.
 - B. The proposed use is of such location, size, density, and character as to be compatible with adjacent uses of land and the orderly development of the district in which situated and of adjacent districts.
 - C. The proposed use does not have a substantially detrimental effect upon, nor substantially impair the value of, neighborhood property.
 - D. The proposed use is reasonably compatible with the natural environment of the subject premises and adjacent premises.
 - E. The proposed use does not unduly interfere with provision of adequate light or air, nor overcrowd land or cause a severe concentration of population.
 - F. The proposed use does not interfere or unduly burden water supply facilities, sewage collection and disposal systems, park and recreational facilities, and other public services.
 - G. The proposed use is such that traffic to, from, and on the premises and the assembly of persons relation to such use will not be hazardous, or inconvenient to the neighborhood, nor unduly conflict with the normal traffic of the neighborhood, considering, among other things: safe and convenient routes for pedestrian traffic, particularly of children, the relationship of the proposed use to main thoroughfares and to streets and intersections, and the general character and intensity of the existing and potential development of the neighborhood.
 - H. The proposed use is consistent with the health, safety, and welfare of the Township.
2. The application meets the site plan review standards of Section 23.06 of the Zoning Ordinance. Specifically, the Planning Commission finds as follows:

- A. The uses proposed will not adversely affect the public health, safety, or welfare. Uses and structures located on the site take into account topography, size of the property, the uses on adjoining property and the relationship and size of buildings to the site.
- B. The site will be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this ordinance.
- C. Safe, convenient, uncontested, and well defined vehicular and pedestrian circulation is provided for ingress/egress points and within the site. Drives, streets and other circulation routes are designed to promote safe and efficient traffic operations within the site and at ingress/egress points.
- D. The arrangement of public or private vehicular and pedestrian connections to existing or planned streets in the area are planned to provide a safe and efficient circulation system for traffic within the township.
- E. Removal or alterations of significant natural features are restricted to those areas which are reasonably necessary to develop the site in accordance with the requirements of this Ordinance. The Planning Commission has required that landscaping, buffers, and/or greenbelts be preserved and/or provided to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property.
- F. Areas of natural drainage such as swales, wetlands, ponds, or swamps are protected and preserved insofar as practical in their natural state to provide areas for natural habitat, preserve drainage patterns and maintain the natural characteristics of the land.
- G. The site plan provides reasonable visual and sound privacy for all dwelling units located therein and adjacent thereto. Landscaping shall be used, as appropriate, to accomplish these purposes.
- H. All buildings and groups of buildings are arranged so as to permit necessary emergency vehicle access as requested by the fire department.
- I. All streets and driveways are developed in accordance with the Ottawa County Road Commission specifications, as appropriate.
- J. Appropriate measures have been taken to ensure that removal of surface waters will not adversely affect neighboring properties or the public storm drainage system. Provisions have been made to accommodate storm water, prevent erosion and the formation of dust.
- K. Exterior lighting is arranged so that it is deflected away from adjacent properties and so it does not interfere with the vision of motorists along adjacent streets, and consists of sharp cut-off fixtures.
- L. All loading and unloading areas and outside storage areas, including areas for the storage of trash, which face or are visible from residential districts or public streets, are screened.
- M. Entrances and exits are provided at appropriate locations so as to maximize the convenience and safety for persons entering or leaving the site.
- N. The site plans conforms to all applicable requirements of County, State, Federal, and Township statutes and ordinances.
- O. The general purposes and spirit of this Ordinance and the Master Plan of the Township are maintained.

VIII. NEW BUSINESS

A. 2019 Planning Commission Report

- Members were asked to provide any missing trainings to staff so the report can be updated and presented again at the next meeting.

IX. REPORTS

A. Staff Report

- Update on the Shoreline Center

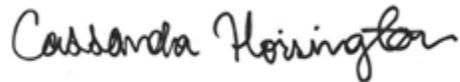
B. Other – None

X. EXTENDED PUBLIC COMMENTS – None

XI. ADJOURNMENT

Without objection, the meeting adjourned at 7:19pm.

Respectfully submitted,



Cassandra Hoisington
Acting Recording Secretary



Community Development Memo

DATE: July 16, 2020

TO: Planning Commission

FROM: Cassandra Hoisington – Associate Planner

RE: Slater – Rezoning Application – PUD to RR (Correction)

BACKGROUND

This application has been initiated by the Township due to an error in the new Zoning Map. The Slaters’ property was zoned Rural Residential (RR), but the new Zoning Map designated it as a Planned Unit Development (PUD). This was missed through staff and consultant review and finalized upon adoption. Mrs. Slater brought the error to the attention of staff and the Township is pursuing the rezoning on the behalf of the Slaters.

The proposed rezoning is intended to remedy the error. Because of this, the property was not reviewed with the three Cs.

The property is surrounded by a mix of residential uses, with the Copperstone Development located directly to the east of the property.



SAMPLE MOTIONS

If the Planning Commission finds the rezoning application meets the applicable standards, the following motion can be offered:

Motion to recommend the Township Board **approve** the rezoning application for 13136 152nd Avenue from Planned Unit Development (PUD) to Rural Residential (RR) to correct an error on the Zoning Map.

If the Planning Commission finds the rezoning application is premature or needs revisions, the following motion can be offered:

Motion to **table** of the Slater rezoning application, and direct staff to address the following items:

1. *List the items...*

Please contact me prior to the meeting if you have questions.

Clear Form

Print



GRAND HAVEN CHARTER TOWNSHIP

REZONING APPLICATION

Application Type	Fee	Escrow*
Rezoning	\$400	\$500

Applicant Information

Name Grand Haven Charter Township

Phone 616-842-5988 Fax _____

Address 13300 160th Avenue

Email Address _____

Owner Information (If different from applicant)

Name Alan & Cheryl Slater Trust

Phone _____ Fax _____

Address 13136 152nd Avenue

Property Information

Address/Location 13136 152nd Avenue

Parcel Number 70 - 07 - 12 - 300 - 001 Size (acres) 19.98

Current Zoning PUD Zoning Requested RR

Adjacent Zoning North: R-2 South: RR East: PUD West: AG, RR, f

Master-Planned Zoning _____ Consistent with Master Plan? Y

Other Information

Does Property Abut Township Border? No

Present Use of the Subject Property? Residential

Number & Type of Existing Structures? One house, one pole barn, and one shed.

Subject Property Located on a Paved Road? Yes

Municipal Water within 2,700 Feet of Subject Property? Yes

Municipal Sewer within 2,700 Feet of Subject Property? Yes

NOTE: The architect, engineer, planner, or designer shall be responsible for utilizing the Township Ordinance books and following requirements for zoning amendments and procedures as stated in Section 27.08. Please submit fourteen (14) copies of the required information with the application.

I hereby attest the information on this application is, to the best of my knowledge, true and accurate.

Cassandra Hoisington
 Digitally signed by Cassandra Hoisington
 Date: 2020.07.15 10:10:18 -04'00'

Signature of applicant

7/15/2020
 Date

* To cover cost of legal and consulting fees, may be increased as necessary

NOTICE

IF I PLAN TO SPLIT THE PARCEL(S) AFTER THE ZONING APPROVALS ARE GRANTED, I REALIZE THAT I MUST APPLY FOR A LAND DIVISION WITH THE ASSESSING DEPARTMENT. ALL LAND DIVISION REQUIREMENTS MUST BE CONFORMED TO BEFORE PROCEEDING WITH FURTHER DEVELOPMENT.

Cassandra Hoisington

Digitally signed by Cassandra Hoisington
Date: 2020.07.15 10:11:09 -04'00'

7/15/2020

Signature of applicant

Date

For Office Use Only

Date Received _____

Fee Paid? Fee Waived

Materials Received: Site Plans _____

Location Map _____

Survey _____

Legal Description _____

Dated copy of approved minutes sent to applicant? _____

Date Sent _____

PLANNING COMMISSION USE ONLY

Approval _____

Tabled _____

Denied _____

Conditional Approval _____

The following conditions shall be met for approval:

Signature of Planning Commission Chair

Date



Community Development Memo

DATE: July 16, 2020
TO: Planning Commission
FROM: Stacey Fedewa, AICP – Community Development Director
RE: 2019 Planning Commission Report

Pursuant to the Grand Haven Charter Township Planning Commission Bylaws, the following annual report is submitted to the Township Board.

ATTENDANCE

There were 15 meetings of the Planning Commission during 2019. Below is the attendance record of each member:

Member	Excused Absence	Unexcused Absence	Meetings Attended
Cousins (Chair)	4	0	12
Wilson (Vice Chair)	2	0	14
Wagenmaker (Secretary)	3	0	13
LaMourie	3	0	13
Kieft	2	0	14
Taylor	4	0	12
Reenders	1	2	13
Chalifoux	4	0	12
Hesselsweet	4	0	12

TRAINING

It is noted the Township Board strongly encourages members of the Planning Commission to avail themselves of training opportunities, which is a significant factor for reappointments. (*i.e., two training sessions during a three year period. Training completed as part of a Commissioner's professional career can be applied to this training requirement*).

Member	2019 Training Session(s)	2017 – 2019 Total Training
Cousins (Chair)	Master Citizen Planner CM	9
Wilson (Vice Chair)	Real Estate	4
Wagenmaker (Secretary)	Real Estate	5
LaMourie	MSPE Con Ed	3 + #CE*
Kieft	MTA Annual Expo	9
Taylor	Real Estate	6
Reenders	None	3
Chalifoux	None	4
Hesselsweet	Annual P&Z (x2)	26

*Profession requires a significant amount of continuing education. The actual number of credit hours is unknown but confirmed to exceed the bylaw requirements.

COMMITTEES & JOINT SESSIONS

There were three joint meetings with the Township Board and Zoning Board of Appeals regarding the updated Zoning Ordinance.

ACTIVITY

Application Type	Project	Status
Rezoning	Conditional Rezoning - AG to RR – Lincoln Farms Drive	Complete
Site Plan Review	Expand Historic Cemetery	Complete
	The Shoreline Center	Complete
	Shape Corp – Parking Lot	Complete
	Westlake Environmental	Complete
Special Land Use	AG in RR - Old Woods Trail	Complete
	Higher Education – Muskegon Community College	Complete
	Outdoor Pond - Somers	Complete

	Outdoor Pond - Chapel	Complete
	Expand Non-Conforming Use – Reenders Store n <u>Lock Expansion</u>	Complete
	Single Family Dwelling in AG - VanderSchoor	Complete
	Outdoor Ponds – Grand Haven Golf Course	Complete
	Outdoor Pond - Eveland	Complete
	Outdoor Pond - Cook	Complete
Subdivision Plat	Stonewater Sub No. 2 – Tentative Preliminary Plat	Complete
Zoning Text Amendment	Setback Measurement	Complete
Pre-Application Presentations	The Shoreline Center	Complete
	Short Term Rentals	Referred to Township Board for Further Discussion
Review Zoning Ordinance	Proposed Township-Initiated Rezonings for Zoning Map	Complete
	Self-Storage Unit Regulations	Complete
	Child Care Centers in R-1 District	Complete
Other	Review Draft of Zoning Ordinance	Complete
	New Zoning Ordinance and Zoning Map	Complete

BUDGET

Line Item Account	Budget Item	Original Budget	Total Expenditures	Percent Used
702, 707, 715	Wages, FICA, Committee Pay	\$11,310	\$8,225	73%
801	Legal & Consulting	\$21,000*	\$13,400	64%
802	Training, Dues, Subscriptions	\$1,500	\$1,015	68%
861	Travel & Mileage	\$150	\$125	83%
101-721	Total	\$33,960	\$22,765	67%

* \$15,000 to complete the Zoning Ordinance Update

Please contact me with questions or concerns.