

MEETING MINUTES  
GRAND HAVEN CHARTER TOWNSHIP  
PLANNING COMMISSION  
MAY 28, 2020  
**Remote Electronic Meeting**

I. CALL TO ORDER

Cousins called the meeting of the Grand Haven Charter Township Planning Commission to order at 7:39 pm.

II. ROLL CALL

Members present: Cousins, Wilson, LaMourie, Taylor, Chalifoux, Wagenmaker, Kieft, Hesselsweet, and Reenders

Members absent: None

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 March 2, 2020 meeting were approved.

IV. REVIEW “Guidelines for Virtual Meetings”

V. CORRESPONDENCE – None

VI. PUBLIC COMMENTS – None

VII. NEW BUSINESS

A. Site Plan Review – Clovernook Multi-Family Building – Allen Edwin

Hoisington provided an overview through a memorandum dated May 22<sup>nd</sup>.

The developers and applicants, Chris Khoane and Dan Larabel of Allen Edwin were present and available to answer questions.

Larabel provided an overview of the development.

- Site will contain 4 attached dwelling units, each about 1,200 sqft with an attached two stall garage.
- Allen Edwin will retain ownership and use a property management company to maintain the property.

The application was discussed by the Commissioners and focused on:

- Noted missing dumpster screening enclosure detail.

- Noted concern with the location of the reserve septic system. If/when it must be used it would remove landscaping.
  - Applicant agreed to return to the Planning Commission for a revised landscape plan if necessary.
- Questioned if any zoning provision dictated the placement of the garage in the front of the dwelling.
  - No such requirement exists. The typical single family dwelling has a garage in front of the dwelling.
- Asked about zero-clearance building design for units.
  - Not designed for zero clearance, but minimal stairs.

**Motion** by LaMourie, supported by Chalifoux, to **conditionally approve** the Westview Capital Site Plan Review application for a multi-family dwelling development located at Parcel # 70-03-27-452-045 based on it meeting the requirements set forth by the Grand Haven Charter Township Zoning Ordinance. This motion is subject to, and incorporates, the following report and conditions:

1. Shall provide revised landscaping plan if the septic tank is removed.
2. Shall provide required dumpster screening details.

**Which motion carried unanimously**, as shown by the following roll call:

AYES: Cousins, Wilson, LaMourie, Taylor, Chalifoux,  
Wagenmaker, Kieft, Hesselsweet, and Reenders  
 NAYS: None  
 ABSENT: None

**REPORT – CLOVERNOOK MULTI-FAMILY – SITE PLAN REVIEW**

The application meets the site plan review standards of Section 18.07.G 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 stormwater, 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 conform 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.

B. Site Plan Review – Warehouse in Overlay Zone – Grand Haven Custom Molding

Reenders recuses himself due to a financial conflict of interest on an adjacent property.

Fedewa provided an overview through a memorandum dated May 22<sup>nd</sup>.

The project engineer Steve Witte of Nederveld and general contractor Trevor Petroelje of CopperRock Construction were present and available to answer questions.

- ZBA variance request received conditional approval to allow loading docks in front yard and steeper slope in stormwater basin.
- Grand Haven Custom Molding needs a new warehouse for storage.
- Application submitted revised plans that addressed the Planning Commission suggestions from the March 2<sup>nd</sup> pre-application meeting.
- Increased the number of loading docks to account for a future addition.

- Paved area on site necessary for semi-truck access to loading docks. Gravel drive that surrounds the warehouse is only a fire lane.

The application was discussed by the Commissioners and focused on:

- Suggested modifications to reduce amount of paved area on site.
  - Possible reduction of paved area or additional landscaping.
- Applicant directed to add another landscape island on the northeast end to better establish the passenger vehicle parking lot. Minimum island size 9' x 18' and must align with the northwest island.
- Concerns about the expansive asphalt acting as storage space for semi-trucks.
  - Staff indicated the Zoning Board of Appeals identified the same concern. The applicant was notified that outdoor storage is a separate special land use application. Appears applicant intends to apply for outdoor storage in the future, but for the time being, confirmed there will be no outdoor storage.
- Questioned if number of loading docks was needed. Discussed the anticipated schedule of trucks using the docks.
- Reaffirmed conditions of approval from the Zoning Board of Appeals.
  - The property shall use 8' tall block walls to match building material on each end of the loading docks and use evergreens along the west lot line to provide additional screening for the loading docks.
  - A steeper slope of 1:4 (instead of 1:5) may be used in the stormwater basin.
  - Outdoor storage is prohibited until a special land use permit is approved.

**Motion** by Wilson, supported by Wagenmaker, to **conditionally approve** the Grand Haven Custom Molding Site Plan Review application for a warehouse located at 14016 172nd Avenue based on it meeting the requirements set forth by the Grand Haven Charter Township Zoning Ordinance. This motion is subject to, and incorporates, the following report. Approval is conditioned upon the following:

1. Must receive approval from the Ottawa County Road Commission and Ottawa County Water Resources Commission prior to a building permit being issued.
2. Shall provide updated site plan with 9' x 18' landscape island located to the north of the western parking lot.
3. Shall use 8' tall block walls to match building material on each end of the loading docks and use evergreens along the west lot line to provide additional screening for the loading docks.
4. Reaffirm the proposed slope of 1:4 is allowed for the stormwater basin.
5. Reaffirmed that outdoor storage is not allowed on the site until a special land use permit is approved.

**Which motion carried unanimously**, as shown by the following roll call:

AYES: Cousins, Wilson, LaMourie, Taylor, Chalifoux,  
Wagenmaker, Kieft, and Hesselsweet  
NAYES: None  
ABSENT: None

REPORT – GRAND HAVEN CUSTOM MOLDING – SITE PLAN REVIEW

The application meets the site plan review standards of Section 18.07.G 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 stormwater, 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 conform 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.

C. Minor PUD Amendment – Change of Signage – Lakeshore Flats Apartments

Reenders rejoins the Planning Commission.

Fedewa provided an overview through a memorandum dated May 22<sup>nd</sup>.

Developer Terry Nash of Coach Road Capital was present and available to answer questions.

Terry Nash provided an overview of the request through a memorandum dated May 18<sup>th</sup>:

- Explained original sign design was a duplicate of a sign for a development in a different community and designed to reflect that community’s history. The development in the Township does not share that history and a different design was desired to reflect the type of community the developers wish to promote.
- New sign uses different materials but remains high quality.

The request was discussed by the Commissioners and focused on:

- Questioned why the proposed change is desired.
- New sign looks more similar to signs already in the area.
- Determined additional landscaping is needed along base of sign to be added as condition of approval.

**Motion** by Wagenmaker, supported by Wilson, to recommend the Township Board **conditionally approve** the proposed Minor PUD Amendment to change the entryway signage of the Lakeshore Flats Apartments development. Approval is conditioned upon the following:

- Provide a revised rendering with landscaping planted along the base of the sign.

**Which motion carried unanimously**, as shown by the following roll call:

AYES:	Cousins, Wilson, LaMourie, Taylor, Chalifoux, Wagenmaker, Kieft, Hesselsweet, and Reenders
NAYES:	None
ABSENT:	None

VIII. REPORTS

A. Staff Report

- Master Plan 5-Year Review & Update Future Land Use Map

- Board Resolution – Outdoor Dining – Admin Approval Only
- Westlake Environmental – Reduced Footprint
- Shoreline Center – Under Construction

B. Other

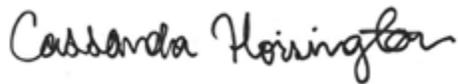
- The June 1<sup>st</sup> meeting will be cancelled due to a lack of agenda items.

IX. EXTENDED PUBLIC COMMENTS – None

X. ADJOURNMENT

**Without objection**, the meeting adjourned at 9:06 pm.

Respectfully submitted,



**Cassandra Hoisington**  
Acting Recording Secretary