

MEETING MINUTES  
GRAND HAVEN CHARTER TOWNSHIP  
PLANNING COMMISSION  
FEBRUARY 1, 2021  
**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, Chalifoux, Taylor, Reenders, Hesselsweet, Wagenmaker, and Lemkuil

Members absent: Mesler

Also present: Community Development Director Fedewa, Manager Cargo, and Associate Planner Hoisington

**Without objection**, Cousins instructed Hoisington to record the minutes.

III. STATEMENT ON REMOTE MEETING

It was noted that the Planning Commission was meeting remotely on the Zoom platform because of health concerns associated with COVID-19 pandemic. Information on this remote meeting has been posted so that the public may participate. All commissioners present noted that they are meeting remotely and are located within Grand Haven Charter Township.

IV. APPROVAL OF MINUTES

**Without objection**, the minutes of the January 18, 2021 meeting were approved.

V. CORRESPONDENCE – None

VI. PUBLIC COMMENTS – None

VII. OLD BUSINESS

A. Site Plan Review – Accessory Building – Lakeshore Antiques Storage Building

Reenders recused himself due to a conflict of interest – he has a financial interest in adjacent property.

Fedewa provided an overview through a memorandum dated January 14<sup>th</sup>.

The owner, Tressa Mills of Mills Realty and applicant Tom Miedema of Miedema Metal Building Systems were present and available to answer questions.

- Acknowledged the cost of adding landscaping or screening for the previously proposed location.
- New location shields loading doors from view of US-31.

- Future expansions are more feasible with the current orientation than previous.

The Planning Commission noted the following points of discussion:

- Support for the new location.

**Motion** by Wilson, supported by Taylor, to **conditionally approve** the Site Plan Review application for an Accessory Building at Lakeshore Antiques, located at 10300 US-31. Approval is based on the application meeting the requirements of the Zoning Ordinance. This motion is subject to, and incorporates, the following report and conditions:

1. Revise the landscape plan to ensure all shrubs have a minimum planting size of 30-inches.
2. The stormwater basin shall include a seed mix containing milkweed.
3. Shall provide the necessary documentation for staff to determine compliance with outdoor lighting. The lighting plan shall be approved by staff administratively prior to receiving a building permit.
4. A written cross-access agreement shall be drafted by the Township Attorney. The agreement must be executed and recorded with the Ottawa County Register of Deed prior to receiving a Final Certificate of Occupancy.

**Which motion carried, as shown by the following roll call vote**, with Hesselsweet voting against the motion because the orientation along the north property line is better suited than the south:

Ayes: Wilson, Chalifoux, Taylor, Wagenmaker, Lemkuil, Cousins

Nays: Hesselsweet

Absent: Mesler

#### REPORT OF FINDINGS – LAKESHORE ANTIQUES – ACCESSORY BUILDING

1. 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.
2. The Planning Commission also finds the Project complies with the Overlay Zone findings and statement of purpose found in Section 8.01 and 8.06 of the Zoning Ordinance.
- A. The Project accommodates a variety of uses permitted by the underlying zoning, but ensures such uses are designed to achieve an attractive built and natural environment.
  - B. The Project provides architectural and site design standards that are more demanding than required elsewhere in the Township in order to promote harmonious development and complement the natural characteristics in the western sections of the Township.
  - C. The Project promotes public safety and efficient flow of vehicular traffic by minimizing conflicts from turning movements resulting from the proliferation of unnecessary curb cuts and driveways.
  - D. The Project ensures safe access by emergency vehicles.
  - E. The Project encourages efficient flow of traffic by minimizing the disruption and conflicts between through traffic and turning movements.
  - F. The Project preserves the capacity along US-31 and other roads in the Overlay Zone by limiting and controlling the number and location of driveways and requires alternate means of access through service drives.
  - G. The Project seeks to reduce the number and severity of crashes by improving traffic operations and safety.
  - H. The Project requires coordinated access among adjacent lands where possible.
  - I. The Project provides landowners with reasonable access, although the number and location of access points may not be the arrangement most desired by the Developer.
  - J. The Project requires demonstration that prior to approval of any land divisions, the resultant parcels are accessible through compliance with the access standards.
  - K. The Project preserves woodlands, view sheds, and other natural features along the corridor.
  - L. The Project ensures that distractions to motorists are minimized by avoiding blight and clutter while providing property owners and businesses with appropriate design flexibility and visibility.
  - M. The Project implements the goals expressed in the US-31/M-45 Corridor Study.
  - N. The Project establishes uniform standards to ensure fair and equal application.
  - O. The Project addresses situations where existing development within the Overlay Zone does not conform to the standards.

- P. The Project promotes a more coordinated development review process with the Michigan Department of Transportation and the Ottawa County Road Commission.

B. DDA Boundaries + Potential Projects – Step 2 of 3

Reenders rejoined the meeting.

Fedewa provided an overview through a memorandum dated January 14<sup>th</sup>.

Cargo was available for questions.

- Provided a background on the DDA.
  - Originally intended to last 25 years, currently on year 23, but may be extended if future projects are proposed.
  - Monies captured by the DDA are used locally and are not collected by the County.
  - Marketing is not a priority for the Township due to a lack of a traditional downtown or commercial center.

The Planning Commission noted the following points of discussion:

- Strong support to extend utilities down US-31 as far as M-45 or Winans Street to support commercial/industrial development.
- Questioned if the Nows water supply and Grand Rapids Water service could be connected for more efficient water distribution.
  - Only have an emergency connection in place, should there be more?
- Interest in extending utilities to the Comstock Street area to support future development.
- Inquired about placement of picnic tables and bike racks at the Township Hall and other locations along the pathway to promote pedestrian transit.
- Suggestion to replace existing streetlights with LED bulbs for better efficiency and reduced costs.

Staff will compile ideas from the discussion by the Planning Commission in a memo. This will be reviewed at the next meeting before recommendations to the Township Board are made.

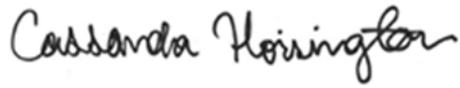
VIII. REPORTS

- A. Staff Report – None
- B. Commissioner Comments – None

IX. EXTENDED PUBLIC COMMENTS – None

X. ADJOURNMENT

**Without objection**, the meeting adjourned at 8:10 pm.

A handwritten signature in black ink that reads "Cassandra Hoisington". The signature is written in a cursive style and is contained within a thin black rectangular border.

**Cassandra Hoisington**  
Acting Recording Secretary