

MEETING MINUTES  
GRAND HAVEN CHARTER TOWNSHIP  
PLANNING COMMISSION  
August 2, 2021

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, Hesselsweet, Mesler, Lemkuil

Members absent: Reenders

Also present: Community Development Director Fedewa and Attorney Bultje

7:06pm Wagenmaker arrived and joined the meeting.

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

III. PLEDGE TO THE FLAG

IV. APPROVAL OF MINUTES

**Without objection**, the minutes of the July 19, 2021 meeting were approved.

V. CORRESPONDENCE

- GHT Planning Commission – Notice of Intent to Update Future Land Use Map

VI. PUBLIC COMMENTS – None

VII. OLD BUSINESS

A. Site Plan Review – Southtown Market – Phase 1 Addition

Fedewa provided an overview through a memorandum dated July 29<sup>th</sup>.

The project architect, Gordan Julius III, and general contractor Brandon Hartel, were present to provide information:

- Client finds the Agreement acceptable. Reiterated that phase 2 will quickly follow the current application for an addition.

The Planning Commission noted the following points of discussion:

- Clarified the loading zone can fit a typical box truck but not full semi. Needs to communicate with delivery companies that a small truck must be used.
- Pursuant to Section 5.08.A of the Zoning Ordinance, the Planning Commission has discretion to determine the appropriate size of a loading zone. Current size is 845 square feet compared to the 1,030 square foot regulatory calculation. The Planning

Commission determined the 845 square feet is satisfactory for Phase 1. Notes that it may need to be larger or relocated as part of Phase 2.

**Motion** by Lemkuil, supported by Chalifoux, to **conditionally approve** the Site Plan Review application for a 994 sqft ( $\approx 26' \times 38'$ ) addition to the south wall of Southtown Market located at 15191 168<sup>th</sup> Avenue. 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 conditions and report:

1. The Agreement shall be executed prior to obtaining a building permit.
2. Shall provide written documentation on stormwater requirements from the Ottawa County Water Resources prior to obtaining a building permit.
3. The proposed seasonal vendor vehicle will be reviewed by the Planning Commission after staff provides the requested information.
4. Parking spaces shall be striped at 9' x 18'.
5. Planting table shall be revised to show starting sizes. Evergreen trees shall be 6' in height and evergreen shrubs shall be 36" in height.
6. Finds the 845 square foot loading zone size acceptable.

**Which motion carried unanimously.**

#### REPORT OF FINDINGS – SITE PLAN REVIEW – SOUTHTOWN MARKET ADDITION

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. 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.
  - B. 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.
  - C. 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.
  - D. 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.
  - E. 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.

- F. The site plan provides reasonable visual and sound privacy for all dwelling units located therein and adjacent thereto. Fences, walls, barriers, and/or landscaping shall be used, as appropriate, to accomplish these purposes.
- G. All buildings and groups of buildings are arranged so as to permit necessary emergency vehicle access as requested by the Fire/Rescue Department.
- H. All streets and driveways are developed in accordance with the Township Subdivision Control Ordinance, the Ottawa County Road Commission and/or Michigan Department of Transportation specifications, as appropriate, unless developed as a private road in accordance with the requirements for private roads in the codified ordinances of the Township.
- I. Sidewalks or pathways shall be deemed to be required along all public and private roadways unless the applicant provides compelling evidence, in the opinion of the Planning Commission, that they are not necessary for pedestrian access or safety.
- 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. Lighting is minimized to reduce light pollution and preserve the rural character of the Township.
- 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. As appropriate, fencing has been required by the Planning Commission around the boundaries of the development to minimize or prevent trespassing or other adverse effects on adjacent lands.
- P. The general purposes and spirit of this Ordinance and the Master Plan of the Township are maintained.

**B. Amend Future Land Use Map – Industrial Land + DDA Expansion**

Fedewa provided an overview through a memorandum dated July 28<sup>th</sup>.

The Planning Commission noted the following points of discussion:

- One Commissioner suggested the land between Lincoln Street and M-45 should all be master-planned as Rural Residential because the Township is providing municipal water through the DDA expansion. The area is ripe for development. Only a few agricultural properties to protect.
- Best location for workforce and/or affordable housing is near the land intending to be master-planned as industrial. Temporary community septic systems can be used for high-density developments until the Township provides sanitary sewer.
- Staff noted the high-density development discussions is anticipated to occur in 2022 when the full Master Plan and Future Land Use Map are reopened. Doing so will allow for community engagement to gain feedback from the citizens.

- Planning Commission directed staff to mail a letter to each property owner who may be impacted to ensure they are aware of the change and have the opportunity to discuss with the Township prior to being finalized.

**Motion** by Taylor, supported by Hesselsweet, to recommend the Township Board **approve** the draft Future Land Use Map for distribution to begin the 42-day public comment period. **Which motion carried**, with Chalifoux voting no because he does not support the principals of a DDA TIF capture.

#### VIII. REPORTS

A. Attorney's Report – None

B. Staff Report

- Fedewa will not be available for the August 16<sup>th</sup> meeting. If one is scheduled another staff member will attend instead.

C. Commissioner Comments

- Wagenmaker inquired what limitations and leeway the Planning Commission and Township Board have with Planned Unit Developments. Fedewa and Attorney Bultje opened the Section 7.01.E of the Zoning Ordinance and identified the parameters along with density limitations in Section 7.04.D.4.

IX. EXTENDED PUBLIC COMMENTS – None

X. ADJOURNMENT

**Without objection**, the meeting adjourned at 7:41pm.

Respectfully submitted,



**Stacey Fedewa, AICP**  
Acting Recording Secretary