I. Call to Order

II. Roll Call

III. Pledge to the Flag

IV. Approval of the September 20, 2021 Planning Commission Meeting Minutes

V. Correspondence

VI. Brief Public Comments & Questions (Limited to 3 minutes)

VII. New Business
   A. Pre-Application Presentation – Kittle Property Group – Multi-Family Housing PUD

VIII. Old Business
   A. Future Land Use Map
      1. Review Special Request – Kittle Property Group
      2. Review Light Industrial PUD Statement for Master Plan
      3. Review Light Industrial Land Uses

IX. Reports
   A. Staff Report
      ➢ 228-acre Update from October 1st meeting
   B. Commissioner Comments

X. Extended Public Comments & Questions (Limited to 4 minutes)

XI. Adjournment

Persons wishing to speak at public hearings, on agenda items, or extended comments, must fill out a “Speakers Form” located on the counter. Completed forms must be submitted to Township Staff prior to the 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, Reenders, Mesler, Lemkuil, Wagenmaker
Members absent: Hesselsweet and Chalifoux
Also present: Community Development Director Fedewa

Without objection, Cousins instructed Fedewa to record the minutes.

III. PLEDGE TO THE FLAG

IV. APPROVAL OF MINUTES

Without objection, the minutes of the September 7, 2021 meeting were approved.

V. CORRESPONDENCE – None

VI. PUBLIC COMMENTS – None

VII. OLD BUSINESS
A. Future Land Use Map – Review Special Requests – 16097 Mercury Drive

1. 16097 Mercury Drive

Fedewa provided an overview through a memorandum dated September 16th.

Property owners, Aletha and Greg VanderMaas, explained the property began as a grocery store in 1950. Subsequently a car repair garage and hair salon were added. There is a two-bedroom rental behind the commercial building. In recent decades, the two buildings have only been used as residential rentals. Ideally, the house would be rented, the former salon would be converted to a studio apartment rental, the former grocery store would be converted to Aletha’s Interior Design office, and the former repair garage would be used as storage and a workshop for Greg.

The Planning Commission noted the following points of discussion:
- Noted the property has lost its legally non-conforming status.
- A change to the future land use map is not warranted in this case.
- Find the plan of two rentals, professional office, and personal storage to be an acceptable proposal.
**Consensus:** Directed the property owners to work with staff on finding the appropriate method to bring the proposal back to the Planning Commission with an application. Likely to be a conditional zoning request or multiple special land uses. Staff will confirm with the Township Attorney.

2. **10441 152nd Avenue**

Fedewa provided an overview through a memorandum dated September 16th.

Potential property owners, Richard and Nichole Brege, explained the desire to keep the 10.5-acres in the family and pass down to their children.

The Planning Commission noted the following points of discussion:

- Chair Cousins noted his concerns with master-planning a single parcel as Rural Residential in a sea of Agricultural Preservation designations. It is possible to create AG uses on the land. Adding residential to an outlying area could strain public services such as police, fire, and utilities.

  **Consensus:** Update the master-plan to reflect a Rural Residential designation to enable the land division and rezoning to occur.

B. **Future Land Use Map – Review Industrial Parcels**

Fedewa provided an overview through a memorandum dated September 16th. The Chair directed the Fedewa and the Commission to discuss, review, and come to a consensus by each section outlined in the staff memo.

**Section 1: Hayes Street to Johnson Street**

  - **Consensus:** Master-plan for General Industrial.

**Section 2: 16015 Lake Michigan Drive**

  - Light Industrial PUD seems appropriate given the proximity to existing residential uses. However, believe a new zoning district is necessary to delineate the potential uses.

  - Should also incorporate a description into the Master Plans Future Land Use and Zoning Plan chapter.

  **Consensus:** Master-plan for Light Industrial PUD. Directed staff to draft a list of potential land uses for a new light industrial district, as well as a description to be inserted into the master plan.

**Section 3: 16127 Winans Street**

  - General Industrial is a good use for all the land.

  - Should develop as a PUD to provide buffers for existing residential.

  - Concerns with truck traffic on Winans.
Reenders noted that Winans is an all-weather road up to the truck staging area. Truck traffic occurred regularly under the previous owner. Albeit seasonally.

- A Commissioner noted, that if it was not for the property being a single parcel, it is unlikely the land south of Winans would be considered for industrial. Costs of extending utilities from the north to the southern land is expensive.
- If land south of Winans is to be master-planned as industrial it may be worthwhile to consider including 16064 Winans as well.
- **Consensus:** Master-plan all 228-acres as General Industrial. Staff directed to send the engagement letter to the owner of 16064 Winans to gauge their interest in being master-planned for industrial.

**Section 4: 156th Avenue**

- **Consensus:** Master-plan for Light Industrial PUD.

**Section 5: 11333 156th Avenue + Vacant Lot**

- **Consensus:** Master-plan the large vacant lot for General Industrial and the smaller lot as Light Industrial PUD.

**VIII. REPORTS**

A. Staff Report – None

B. Commissioner Comments

- Chair Cousins provided a summary of the recent Planning & Zoning for Electric Vehicles through the MSU Ext Master Citizen Planner Training.

**IX. EXTENDED PUBLIC COMMENTS** – None

**X. ADJOURNMENT**

Without objection, the meeting adjourned at 8:19pm.

Respectfully submitted,

Stacey Fedewa, AICP
Acting Recording Secretary
Community Development Memo

DATE: September 30, 2021

TO: Planning Commission

FROM: Stacey Fedewa, AICP – Community Development Director

RE: Pre-Application Presentation – Dune Crest Apartments

<table>
<thead>
<tr>
<th>PROPERTY DETAILS</th>
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</thead>
<tbody>
<tr>
<td><strong>Property Address</strong></td>
</tr>
<tr>
<td>0 172nd Avenue</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Existing Zoning</strong></th>
<th><strong>Existing Land Use</strong></th>
<th><strong>Existing Infrastructure</strong></th>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Master-Planned Zoning</th>
<th><strong>Surrounding Zoning &amp; Land Uses</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Direction</strong></td>
<td><strong>Zoning</strong></td>
</tr>
<tr>
<td>N</td>
<td>PUD-Commercial</td>
</tr>
<tr>
<td>S</td>
<td>PUD-Commercial</td>
</tr>
<tr>
<td>E</td>
<td>Industrial</td>
</tr>
<tr>
<td>W</td>
<td>R-1</td>
</tr>
</tbody>
</table>

**PURPOSE**

Pursuant to Section 18.05.A, the purpose of a pre-application meeting is to exchange information and provide guidance to the applicant to assist in preparation of application materials. Subsection D goes on to say, **no formal action will be taken at a pre-application presentation nor will statements made be considered legally binding commitments.**

**Specific Ordinance Language**

The following information is being provided to address expectations of what level of information and analysis is required at the pre-application stage.
Section 18.05.A – “In order to facilitate review of a Site Plan proposal in a timely manner, the applicant shall request an informal pre-application conference with either Township staff or a pre-application presentation before the Planning Commission, or both. The purpose of such conference/presentation is to exchange information and provide guidance to the applicant that will assist in preparation of application materials.”

Section 18.05.C – “At least 7 business days prior to the pre-application presentation before the Planning Commission, the applicant shall submit 14 hardcopies and 1 electronic copy of the following [items described in Section 18.05.B] shall be submitted.”

Section 18.05.B – submittal documents include:

- A concept plan of the proposed site plan (drawn to scale)
- A location map of the proposed development
- The total land area of the project
- The approximate number of residential units to be constructed
- The gross and usable floor area of non-residential uses
- Areas to be designated as common areas or open spaces
- A project narrative

The Planning Commission should not expect a detailed set of civil plans, traffic studies, architectural renderings, road design, etc. Those are only required as part of the formal submittal.

When a formal application is submitted, staff will provide checklists for both the PUD and US-31 Overlay Zone Chapters so the Planning Commission can review the Zoning Administrator’s compliance determinations for each and every provision contained within both chapters.

PROJECT INFORMATION

Kittle Property Group Inc. has secured a purchase agreement for the 30-acres of land between Speedway and Walmart. The company constructs workforce housing and is proposing to build 252-units within 7 buildings. Part of the development proposal would include a Payment in Lieu of Taxes (PILoT) Agreement request as they would be securing funding through the Michigan State Housing Development Authority (MSHDA).

Future Land Use Map

The property is currently zoned AG, but master-planned for Commercial. The Planning Commission will need to determine if it desires to amend the master-plan designation to High Density Residential for the apartments and maintain the Commercial designation for the proposed outlot.

Consideration for the change in designation is included in a separate staff memo.
The potential developer has noted a few corrections on their submittal documents:

1. Correct total property size = 25.8-Acres
2. Correct total number of units = 252
3. Storage bays are located on the back of garages and accessible by a separate door, so they do not have to be rented by the same tenant.

This project would be processed as a Planned Unit Development within the US-31 Overlay Zone.

Density

At this point in time, the potential developer is not required to submit a parallel plan to establish the base density. It is only required as part of the formal submittal. However, the group is preparing a parallel plan and anticipates having it available at the meeting.

Let’s consider density through the minimum lot area requirements.

- High Density Residential equates to the R-3 District.
- R-3 District Standards = 1 unit per 3,250 sqft of gross lot area.
  - Equates to a standard of 13.4 units per acre
- Gross lot area = 25.8-acres
- 25.8-acres / 3,250 sqft = 346 units

The current density is proposed at 9.8 units per acre, or 27% less than what the R-3 District Standards allow.

<table>
<thead>
<tr>
<th>Density Comparisons by District and Development</th>
<th>Standard</th>
<th>No. of Units per Acre</th>
</tr>
</thead>
<tbody>
<tr>
<td>District or Development</td>
<td></td>
<td></td>
</tr>
<tr>
<td>R-1</td>
<td>15,000 sf minimum</td>
<td>2.91</td>
</tr>
<tr>
<td>R-2</td>
<td>13,000 sf minimum</td>
<td>3.35</td>
</tr>
<tr>
<td>R-3</td>
<td>3,250 sf minimum</td>
<td>13.4</td>
</tr>
<tr>
<td>Lakeshore Flats Apartments</td>
<td>156 units / 11.4 acres</td>
<td>13.7</td>
</tr>
<tr>
<td>Piper Lakes Apartments</td>
<td>204 units / 14.4 acres</td>
<td>14.2</td>
</tr>
<tr>
<td>43 North Apartments</td>
<td>190 units / 17.0 acres</td>
<td>11.2</td>
</tr>
<tr>
<td>Timberview Apartments</td>
<td>338 units / 23.3 acres</td>
<td>14.5</td>
</tr>
</tbody>
</table>
As you can see from the above table, the Township has historically approved the following densities by type of land use:

- Apartments = 13.7 units per acre
- Single Family = 2.86 units per acre
- All Types = 6.05 units per acre

Based on the above comparisons, is the Planning Commission comfortable with the proposed density of 9.8 units per acre?

**Access Management & Connectivity**

One of the primary goals of the US-31 Overlay Zone is access management. As it relates to connectivity, the Overlay Zone is intended to:

- Section 8.01.B.6 – Preserve the capacity along us-31 and other roads in the Overlay Zone by limiting and controlling the number and location of driveways, and requiring alternate means of access through shared driveways, service drives, and access via cross streets.
- Section 8.01.B.8 – Require coordinated access among adjacent lands where possible.

The potential development is proposing 2 points of access.

1. Main entrance on 172nd Avenue
2. Fire Access Gate to the private road granting access to Speedway, 172nd Ave, and Hayes St.

In essence, the development is only proposing 1 entrance for 252 units, which would equate to 378 (1.5 residents per unit) tenants utilizing the same curb cut.

Staff believes 3 entrances should be required.

1. Main entrance on 172nd Avenue
2. Narrow connection to the Speedway road (so it does not appear inviting to non-tenants)
3. Alley-type connection to Walmart
   a. Note: the Township has anticipated and specifically planned for a vehicular and pedestrian connection to the property south of Walmart. It is not an easy feat to achieve a cross-access connection with a major business such as Walmart, and it would be poor planning to not require both connectors.

   b. The potential developer has indicated they would prefer to not connect to Walmart for safety purposes because they have a playground and anticipate a lot of children and want to minimize non-residents driving through the development.

   i. There are appropriate design measures that can be incorporated to address the safety concerns. The conceptual plan can be rearranged to separate the playground area from the access drives. Further, staff has made it clear there will need to be connectors to Walmart since the very first meeting with the development group.

What does the Planning Commission believe is the best access management and connectivity for this project site? Do you have ideas to calm traffic and address their safety concerns?

**Parking**

- Section 5.06.D establishes a minimum residential parking requirement of 1.5 spaces per dwelling unit. This would equate to 378 parking spaces.
  - Section 8.09.B.1 allows the project to decrease the parking requirement by 80%, which equates to 302 spaces.
  - Section 8.09.B.2 allows the project to increase the parking requirement by 120%, which equates to 454 spaces.

The developer is proposing 531 spaces (or 2.11 spaces per unit) per a MSHDA requirement of 2 spaces per unit, but a waiver can be requested. When notified of the 80% to 120% range of parking maximums, the developer indicated their next site plan would show 454 spaces.

Lastly, the developer should ensure the site can accommodate the interior landscape island schedule because it may impact the number of spaces that can fit on the site.

- 1 sqft of landscaped area for each 15 sqft of paved area.
- Minimum island width is 18-feet because the paved area is over 100,000 sqft.
- 75% of the parking lot landscaping must be within the interior of the lot, not the edges.

What guidance can the Planning Commission provide on the number of parking spaces?

**Workforce Housing & PILOT**

The potential project would include a percentage of workforce housing units, which would be sprinkled throughout the 7 buildings. This would include a request for a PILOT Agreement but
understand the Township Board is the only body with the authority to approve a PILOT, so the related information will be minimal for the PC.

<table>
<thead>
<tr>
<th>What Workforce Housing is:</th>
<th>What Workforce Housing is not:</th>
</tr>
</thead>
<tbody>
<tr>
<td>✓ Housing for the gainfully employed</td>
<td>✗ Housing for the unemployed</td>
</tr>
<tr>
<td>✓ Common tenants are “essential workers” – teachers, nurses, police officers, fire/rescue personnel, medical staff</td>
<td>✗ Section 8 housing (i.e., welfare vouchers)</td>
</tr>
<tr>
<td>✓ Located near employment centers</td>
<td>✗ Housing that creates crime</td>
</tr>
<tr>
<td>✓ A well-managed multi-family development that will appear and operate the same way as a typical market-rate apartment complex.</td>
<td>✗ Housing that decreases property values</td>
</tr>
</tbody>
</table>

**NEXT STEPS**

There are no motions at this point in time. The potential developer will take the information from the discussion and plug it into a formal submittal. The next time the Planning Commission will view the project is likely to be at the public hearing after staff have performed their initial compliance reviews.
Dune Crest Apartments – Development Narrative

Dune Crest Apartments includes the new construction of 240 units of one, two, and three bedroom apartments just east of US31 and south of Comstock Street. This three story community will feature 84 one-bedroom (860 s.f.), 108 two-bedroom (1,043 s.f.), and 60 three-bedroom units (1,347 s.f.). All apartments will feature generous size rooms including an open concept living room and dining area, kitchen, and bathrooms. Twenty-Seven (27) barrier-free ADA units will be available, allocated appropriately between unit mixes to provide optimal choices for residents. In addition, all first floor units will be visitable, and will be adaptable for residents with accessibility needs.

The generous sized units will include carpet in the bedrooms and living rooms, and modern vinyl plank flooring in the entries, kitchens, laundry rooms, and bathrooms. Each unit will feature Energy Star windows, doors, gas heating, air conditioning, and lighting. The kitchen will be fully equipped with GE appliances (refrigerator, electric range, and dishwasher, and microwave), two-compartment sink, garbage disposal, and adequate storage, drawer space and counter area. The bathroom will include a water closet, a built-in lavatory with counter, and a tub/shower combination. Cabinets will be a dark wood stain and countertops will be a high-quality gray laminate to achieve a modern look in both kitchens and baths. All units will include at least one walk-in closet in the master bath, and ample closet space for all of the gear needed for Michigan winters.

An emphasis is placed on community space and outdoor space, with a swimming pool, playground, a picnic and grilling area, dog park, and plenty of natural areas left around the site to provide a natural buffer from surrounding areas. A large portion of the site is location in a flood plain, so we’ve worked around that in order to leave as many trees in tact as possible.

An approximately 3 acre parcel near 172nd Avenue and the Hayes Street entrance will be reserved for future commercial out lots, such as a doctor/dental office, daycare, or another similar single story small business.
GRAND HAVEN MICHIGAN SUMMARY

SITE AREA
24.79 ACRES

SETBACKS
BUILDING SETBACK REQUIREMENT IS 15 FT ON NORTH AND SOUTH SIDES
ASSUMED 100' UTILITY R.O.W

BUILDING STANDARDS
BUILDING HEIGHT - 3 STORIES
BUILDING TYPE - APARTMENT BUILDING

UNIT MIX
84 1-BEDROOM UNITS (33%)
108 2-BEDROOM UNITS (45%)
60 3-BEDROOM UNITS (22%)
252 UNITS TOTAL

BUILDING PRODUCT TYPE
2 1BR12+2BR24 STANDARD BREEZEWAY
5 1BR12+2BR12+3BR12 STANDARD BREEZEWAY

PARKING REQUIREMENTS
378 REQUIRED PARKING SPACES (PER ORDINANCE - 1.5 SPACES PER UNIT)
531 TOTAL PARKING SPACES DESIGNED (2.11 SPACES PER UNIT)
495 SURFACE PARKING LOT SPACES
36 DETACHED GARAGE SPACES (6 6-BAY DETACHED GARAGE BUILDINGS)

SITE AMENITIES
MONUMENT SIGN
LARGE CLUBHOUSE
POOL AND POOL HOUSE
MAIL KIOSK
ENTERTAINMENT AREA WITH PAVILION AND GRILLS
BARK PARK
PLAYGROUND
6 DUMPSTER ENCLOSURES
18 5'X10' STORAGE BAYS
12 10'X10' STORAGE BAYS

POTENTIAL POND LOCATION
(81884.7798 SF)
Community Development Memo

DATE: September 30, 2021
TO: Planning Commission
FROM: Stacey Fedewa, AICP – Community Development Director
RE: Future Land Use Map Update – Special Request – Dune Crest Apartments

PROPERTY DETAILS

<table>
<thead>
<tr>
<th>Property Address</th>
<th>Parcel Number</th>
<th>Parcel Size</th>
<th>Application Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 172nd Avenue</td>
<td>70-03-33-300-013 70-03-33-300-067</td>
<td>30 Acres</td>
<td>Pre-Application Multi-Family PUD</td>
</tr>
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Master-Planned Zoning

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</thead>
<tbody>
<tr>
<td>N</td>
<td>PUD-Commercial</td>
<td>Walmart</td>
</tr>
<tr>
<td>S</td>
<td>PUD-Commercial</td>
<td>Speedway + Outlots</td>
</tr>
<tr>
<td>E</td>
<td>Industrial</td>
<td>Industrial</td>
</tr>
<tr>
<td>W</td>
<td>R-1</td>
<td>Single Family</td>
</tr>
</tbody>
</table>

BACKGROUND

As mentioned previously, there are a few properties that may need changes to their master-plan designation to make a specific development possible. The potential Dune Crest Apartments PUD falls within this category.

GENERAL CONSENSUS

The Planning Commission just completed a robust discussion with the potential developer of the Dune Crest Apartments. Is there consensus to amend the master-plan designation to High Density Residential and maintain Commercial along 172nd Avenue?
Community Development Memo

DATE: September 30, 2021
TO: Planning Commission
FROM: Stacey Fedewa, AICP – Community Development Director
RE: Future Land Use Map Update – Light Industrial Designation + Uses

BACKGROUND

At the September 20th Planning Commission meeting there was consensus to create another zoning district to address a new master-plan designation known as Light Industrial. Staff was directed to provide a draft of the narrative, which would be inserted into Chapter 9 of the Master Plan – Future Land Use and Zoning Plan. In addition, a list of potential uses is provided, which would be inserted into Chapter 2 of the Zoning Ordinance – Table of Permitted Uses.

LIGHT INDUSTRIAL NARRATIVE

LIGHT INDUSTRIAL

Intended Land Use. Light Industrial land uses include a narrow range of low-impact industrial-related operations such as warehousing, general storage, distillery, wholesale, research and development, and similar facilities that are suitable to locate in a rural area that contains large-lot single-family dwellings. Uses should not have the potential to impact properties beyond its boundaries.

The Township is expanding its Downtown Development Authority boundaries to make more industrial land available to the area’s largest employers—manufacturing. However, much of the new land abuts existing residential. This new designation is intended to buffer the existing residential from the more intense land uses found in the General Industrial district. To ensure a cohesive juxtaposition between land uses, properties found in this designation must develop as a PUD.

The manufacturing sector is important for the continued economic prosperity and quality of life in Grand Haven Charter Township. Quality manufacturing jobs are highly sought after across the country and successful manufacturing operations can provide numerous benefits to a community, such as jobs and tax revenues. For those reasons, high-quality light industrial land uses that further the intent and purpose of this Master Plan are encouraged.
**Corresponding Zoning Districts.** The “LI” Light Industrial zoning district corresponds to the Light Industrial land use designation. All future development proposals that are significant in scale or scope shall be considered as Planned Unit Developments.

**General Location.** The Light Industrial designation is found at the US-31/M-45 corridor because there is direct access to all season roads, two state trunklines, high-capacity electricity, natural gas, and the Township anticipates supplying the corridor with municipal water and sanitary sewer with the new TIF funds to be captured as part of the expanded DDA.

**Light Industrial Use – Permitted & Special Land Use**

<table>
<thead>
<tr>
<th>Permitted Uses</th>
<th>Special Land Uses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Warehousing</td>
<td>Distillery</td>
</tr>
<tr>
<td>General Storage</td>
<td>Microbrewery</td>
</tr>
<tr>
<td>Wholesale</td>
<td>Power Plant</td>
</tr>
<tr>
<td>Research &amp; Development</td>
<td>Manufacturing</td>
</tr>
<tr>
<td>Greenhouse or Nursery</td>
<td>Outdoor Storage</td>
</tr>
<tr>
<td>Business Incubator</td>
<td>Contractor’s Facility</td>
</tr>
<tr>
<td>Showroom</td>
<td>Machine Shop</td>
</tr>
<tr>
<td>Trade and Industrial School</td>
<td>Solar Energy Facility</td>
</tr>
<tr>
<td>Wireless Telecommunication</td>
<td>Wind Energy Facility</td>
</tr>
<tr>
<td>Multi-Tenant Industrial Establishment</td>
<td>Multi-Family as Accessory to Principal Use</td>
</tr>
<tr>
<td>Materials Testing Laboratories</td>
<td>Distribution and Shipping Center</td>
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<tr>
<td>Assembly of Data Processing Equipment</td>
<td>Processing Centers</td>
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<tr>
<td>Contractor Offices</td>
<td></td>
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<tr>
<td>Cabinetry and Other Woodworking</td>
<td></td>
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<tr>
<td>Electronic/Computer Component Production</td>
<td></td>
</tr>
<tr>
<td>Packaging</td>
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</tbody>
</table>

**Sample Definition.** Light Industrial means the indoor manufacturing, predominately from previously prepared materials, of finished products or parts, including processing, fabrication, assembly, treatment, and packaging of such products, and incidental storage, sales and distribution of such products, which does not produce noise, odors, vibrations, hazardous waste materials, or particulate that will disturb or endanger neighboring properties.