

MEETING MINUTES  
GRAND HAVEN CHARTER TOWNSHIP  
PLANNING COMMISSION  
OCTOBER 3, 2022

I. CALL TO ORDER

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

II. ROLL CALL

Members present: Wilson, Reenders, Frifeldt, Wagenmaker, Taylor, Cousins, Mesler, and Lemkuil

Members absent: Hesselsweet,

Also present: Senior Planner Thibault and Associate Planner Hoisington

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

III. PLEDGE TO THE FLAG

IV. APPROVAL OF MINUTES

**Without objection**, the minutes of the September 19, 2022 meeting were approved.

V. CORRESPONDENCE - None

VI. PUBLIC COMMENTS - None

VII. NEW BUSINESS

A. Site Plan Review – MACKite

Thibault provided an overview through a memorandum dated September 29<sup>th</sup>.

The applicant's representative, Steve Signor of Dryer Architecture, was present to provide information:

- Clarified the existing truck loading area was to be filled in and that no addition onto the existing main building was proposed as part of this project.

The Planning Commission noted the following points of discussion:

- Requested clarification for the scope of work proposed.
- Supportive of the proposed renovations.

**Motion by Taylor, supported by Cousins to conditionally approve the MACKite Site Plan Review application for an addition located at 16881 Hayes St. based on it meeting the requirements of the Zoning Ordinance. This motion is subject to, and incorporates, the following report. Approval is conditioned upon the following:**

1. Provide staff with approvals from Ottawa County Water Resources Commission or letter of no authority prior to any excavation work occurring.
2. A compliant landscaping plan to be administratively approved by staff
  - a. Show tree protection fence around existing vegetation to remain on demolition plan
  - b. Provide curb details for mountable or rolled concrete curbs.
  - c. Show Loading Zone in front of overhead doors. Sized to meet standards described in 5.08.B of the Zoning Ordinance.
3. Photometric plan to be administratively approved by staff
  - a. Pole-mounted Light fixture to be moved or lowered; to meet standards described in 6.06.A of the Zoning Ordinance
  - b. Average light level to meet the maximum of 2.5 lumens/sf for hardscaped areas

### REPORT – SITE PLAN REVIEW – MACKITE

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.

#### B. Pre-Application – Southtown Market

Thibault provided an overview through a memorandum dated October 3<sup>rd</sup>.

The applicant’s representative, Gordon Julius of Julius Group Architecture, was present to provide information:

- Assured Commissioners that traffic circulation within the site was reviewed to ensure it would be sufficient.
- Stated he was under the belief that the previously included food truck would not be present on the revised submittal.
- Was agreeable to adding additional windows on the south side of the building.
- Confirmed that canopy lighting would utilize full cut-off fixtures.

The Planning Commission noted the following points of discussion:

- Expressed concerns regarding turning radii surrounding the fuel pump area.
- Inquired if the food truck that was previously included on the site plan was still intended to be included in this phase of development.
- Suggested the use of high quality building materials or architectural elements to improve the appearance of the building.
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### VIII. REPORTS

#### A. Staff Report

- Thibault noted the next scheduled meeting would be cancelled.

#### B. Commissioner Comments

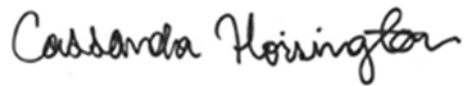
- Cousins inquired if any new information was available regarding the developer’s request for the Eastbrook/Reenders 40-acre parcel to be annexed by the City of Grand Haven.
  - Thibault had no updates regarding the matter.
- Wilson proposed changing the regular meeting time to 6:00pm, which was unanimously supported.

IX. EXTENDED PUBLIC COMMENTS - None

X. ADJOURNMENT

**Without objection**, the meeting adjourned at 07:51 p.m.

Respectfully submitted,

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

DRAFT