

DRAFT

**SPRING LAKE TOWNSHIP
PLANNING COMMISSION MINUTES
JULY 20, 2016 – REGULAR MEETING**

PRESENT: Jack Ketchum, Ron Lindquist, Greg Latsch, Dennis Masson, Crystal Morgan,
David Rumpel, Russ Tiles
ABSENT: None
PARTICIPANTS: Lukas Hill, Township Community Development Director
Ron Bultje, Township Attorney

A. Call to Order

Rumpel called the meeting to order at 7:00pm.

B. Approval of Agenda

Lindquist made a motion, support by Latsch, to approve the agenda as presented. The motion passed unanimously.

C. Approval of Minutes

Latsch made a motion, support by Lindquist, to adopt the June 15, 2016 Planning Commission meeting minutes as presented. The motion passed unanimously.

D. Public Comments

A time for public comment was provided. No comments were offered.

E. Canteen – Site Plan Review for 17225 Taft Road

Jeff Wisniewski presented the request for a 20-foot by 40-foot shed roof extension at their existing facility. They need more cooler and storage space because they have outgrown the current space. They also believe that the building will be more aesthetically pleasing with the canopy installed.

Lindquist asked if a loading dock would be removed. Wisniewski stated that the referenced drawing indicated parking spaces, not a loading dock, and that there was extensive parking available at the facility.

Masson asked why a review was required. Hill stated that a canopy is an additional structure above grade at an industrial facility, which requires a Planning Commission review.

Motion by Masson, support by Rumpel to approve the Canteen site plan for a new shed roof extension as it is compliant with Section 1005, Site Plan Review Criteria, and Section 326 of the Zoning Ordinance with the following conditions:

1. The site remains otherwise compliant with all federal, state and local laws; and
2. The applicant complies with all written and verbal representations.

With a roll call vote, the motion passed unanimously.

F. Arcadia – Final PUD Approval

Rick Pulaski, Jake Hogeboom and Ken Vis represented the developer. The focus of the presentation was addressing points in the Lucas Hill memo dated July 12, 2016, and related items in the Report, which is attached to the Resolution as Exhibit A.

- Home accessibility will be provided as an option for each floor plan presented to the lot owners. No speculative houses will be built to be accessible.
- Improvements permitted in the open spaces were further defined. It was agreed that Paragraph 14ee of the Report will be revised to read “At least six benches, one playset, and one gazebo shall be permitted in the open spaces, as required in the final plan approval, subject to placement approval by Township staff, and installed by December of 2017.”
- The location of the bus stop shelter was discussed. It was agreed that it will probably need to be located at the intersection of Arcadia Drive and 148th Avenue, but that the school district will assist with the location, and will determine if one or more stops will be made. It was agreed that Paragraph 14ff of the Report will be revised to add “One bus stop shelter minimum shall be installed by the time the first Certificate of Occupancy is issued.”
- Arcadia Drive will remain as a private road. However, the eastern end of the road will be designed to permit a connection to a future road leading to 144th Avenue. A road stub to the north property line will not be provided, but the Developer shall provide space between unit 27 and unit 28 for an access easement of 66 feet at no cost for the purpose of connecting to a road on adjacent property.
- Township Wetland/Wetland Setback permits will be issued after minor items are addressed.
- Street tree planting will be the responsibility of the developer, to ensure proper planting. Homeowners will be allowed to choose a tree from the specified list of appropriate trees. The street trees in the common areas will be planted as part of Phase 1, and street trees in front of houses will be planted at the same time sidewalks are completed. It was agreed that Paragraph 14bb will be revised to state that “All street trees shall be planted within ten years of the final approval;” the rest of the language suggested by the July 12, 2016 memo will be

incorporated into the Report. With this change to street trees, Paragraph 14v, requiring healthy mature trees along 148th Avenue to be identified and marked, will be removed.

- The developer agreed to define all protected wetlands and wetland buffers with yellow caution tape. They stated that they have marked the areas with stakes multiple times, but the stakes are removed before the caution tape is installed. They are working to resolve this problem and will properly stake the wetland areas.
- All previous materials presented by the developer will be incorporated into the contract.
- The 75% minimum requirement for recessed garages is to allow for some flexibility in design, especially for a few lots with unique requirements. If the limit for non-recessed garages is reached before the subdivision is built out, all remaining houses will have recessed garages. This is a revision to Paragraph 14y.
- Private Road and Storm Water Maintenance agreements will be provided to the Township Attorney and shall be subject to his approval.
- The developer will be responsible for landscaping between the townhomes and the Spring Lake High School Aquatic Center. The landscaping shall be completed when the townhouses are constructed.
- The contract will be provided subject to Township approval which shall confirm the “open space” and “natural feature preservation areas” shall be preserved in perpetuity and maintained as needed at the expense of the developer and its successor.
- No structures or impervious surfaces will be permitted in the Wetland Setback area.
- Paragraphs 14r, 14w, 14cc, and 14dd shall be revised as indicated in the July 12, 2016 memo.

Ketchum asked why snow removal from driveways and sidewalks will be the homeowner’s responsibility. Hogeboom stated that it seemed standard for homeowners to handle this item, but that there might be a discount provided from the company who plows the streets if hired to do the driveway and sidewalk. He stated that the homeowners’ association could contract for driveways and sidewalks if desired.

Lindquist asked where the retaining wall was located. Pulaski stated it was at the south side of the development along the property line, and between two of the townhomes. The road is elevated above the school property. The retaining wall will be four to five feet high, with a fence on the top. It will taper lower toward the ends of the wall. Hill stated that usually retaining walls of this height require a setback, but this one is proposed to be on the property line, which is allowed in a PUD. Hill suggested that the developer work with the school and perhaps plant some trees to screen the wall. The developer agreed to do this, if requested by the school and approved by the Township.

- The requirement in the above paragraph will be added to the Report.

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Motion by Rumpel, support by Masson, to adopt the Resolution and Report, subject to Paragraph 3b of the Report being revised to reflect that all the issues addressed in the July 12, 2016 memo, as reflected in the above bullet points in these minutes, are incorporated into the Report.

With a roll call vote, the motion passed unanimously.

G. Spring Ridge Preliminary PUD Approval

Dale Kraker, developer, stated that all issues discussed at the last Planning Commission meeting have been incorporated in the Report, and the developer agrees to all the items.

Masson asked why “open space” was deleted from Paragraph 2h. Hill stated that open space is referenced in Paragraph 12aa. Kraker stated that he had no objection to including open space in Paragraph 2h, so it was agreed that Paragraph 2h will include “including the designated open space.”

Masson asked why Paragraph 12h was revised to change five years to 10 years. Kraker stated that it follows condominium law and gives him more flexibility. However, he would agree to change it to six years instead of 10 years in the first paragraph of 12h.

Lindquist asked about Paragraph 12x, relating to whole dwelling air circulation systems. Hill stated that discussion at the last meeting led to the use of the HERS rating for energy efficiency, and that this will be easy for the Township to enforce. No change was made to the paragraph.

Morgan stated that Paragraph 12z should be modified to include impervious surfaces. It was agreed the paragraph would read “Limited grading is permitted in the wetland setback, in accordance with the Zoning Ordinance, but no buildings, structures or impervious surfaces are permitted there.”

Morgan stated that Paragraph 12y should be modified to indicate the developer is responsible for planting trees. It was agreed that Paragraph 12y would be revised to include “The developer is responsible for planting street trees. All street trees shall be planted within six years of the final approval.”

Motion by Masson, support by Rumpel, to adopt the Resolution and Report, subject to the revisions of Paragraphs 2h, 12h, 12y, and 12z of the Report, as reflected in these minutes.

With a roll call vote, the motion passed unanimously.

H. Master Plan

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Hill stated that he is still working on the draft of the changes to the master plan related to the Mixed Use Commercial Node area at the intersection of 174th Avenue and Hickory. He will bring this item to a future meeting.

I. Accessory Building Text Amendment

The Township Board has reviewed the suggested language relating to waterfront accessory buildings and is in general agreement with the direction of the changes. Commissioners directed Hill to set a public hearing on this item for the August meeting.

J. Commissioner Comments

1. Township Board: The Board is discussing the regulation of short term rentals. A special meeting was held and progress is being made. Discussion is continuing, especially focusing on R1 areas.
2. Zoning Board of Appeals: A lot on N. Lake St. was formed from three lots prior to the current owner purchasing the lot. He requested a size variance for splitting off one previous lot. The variance was granted because the new lot was a size consistent with other lots in the neighborhood.
3. Community Development Director: No report.

K. Adjournment

Masson moved to adjourn the meeting at 8:44pm. Ketchum seconded the motion, which passed unanimously.

Respectfully submitted,

Jack Ketchum, Secretary
Planning Commission