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**SPRING LAKE TOWNSHIP
PLANNING COMMISSION MINUTES
SEPTEMBER 7, 2016 – SPECIAL MEETING**

PRESENT: Jack Ketchum, Greg Latsch, Ron Lindquist, Crystal Morgan, David Rumpel,
Russ Tiles
ABSENT: Dennis Masson
PARTICIPANT: Lukas Hill, Township Community Development Director

A. Call to Order

Rumpel called the meeting to order at 7:02pm.

B. Approval of Agenda

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

C. Approval of Minutes

Lindquist made a motion, support by Morgan, to adopt the August 17, 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. Feldspar, LLC– Site Plan Review for 16677 150th Ave

Craig Gengler from Westshore Consulting presented the request for a new warehouse and office building. He stated that the building is at least 100 feet from the wetlands. They will install a new road for this property and upgrade the existing road. All stormwater will be handled on site.

Ketchum asked what the use of the building will be, and how deliveries will be handled. Erik Hayenga from Feldspar LLC stated that it will be a warehouse and office space. Deliveries are handled with semi-trucks. He stated that his shipper said there was more than enough room on the asphalt to get the trucks in, but more asphalt could be added. That might require the retention pond to be moved slightly south.

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Ketchum stated that he would prefer that the Norway maple shown on the plan be replaced with a maple that is native to Michigan.

Ketchum asked about the lighting choice. Hayenga stated that he asked the supplier for an LED light that is common in the area. He will investigate night-sky friendly lighting.

Ketchum asked about outside storage, and whether the dumpster will be screened. Hayenga stated that there is no outside storage anticipated. The dumpster is on the south side of the building and screening wasn't planned, but could be added.

Ketchum asked about bumpers or a raised sidewalk near the parking places. Hayenga stated he was concerned about snow removal and did not want to install bumpers.

Ketchum asked about the plan for the mezzanine. Hayenga stated it was for storage, and the windows were added to give natural light.

Tiles asked whether everything was moving from the Topaz Agriculture site. Hayenga stated it was, except for items that will be sold.

Rumpel asked about the requirements for dumpster screening. Hill stated that screening is required if the dumpster can be seen from a residential area. Screening can consist of vegetation.

Rumpel stated that he noticed a lot of traffic in the cul-de-sac when he visited the site, and agrees that keeping the trucks on the property is a good idea.

Lindquist stated that the lighting needs to be night-sky friendly, and that the lighting element can't be seen. Hayenga stated he would investigate proper lighting.

Hill stated that the Fire Department and DPW have stated that the southeast fire hydrant can remain where it is if there's a gravel road that's maintained, and if there is no parking allowed in the area. Hayenga stated that was not a problem.

Motion by Ketchum, support by Rumpel, to approve the Feldspar, LLC, site plan dated 8-10-16 for a new warehouse and office as it is compliant with Section 1005, Site Plan Review Criteria, and Section 326 of the Zoning Ordinance with the following conditions:

1. The applicant obtains an Ottawa County Road Commission driveway permit, a storm water permit, and a storm water maintenance agreement will need to be recorded with the Ottawa County Register of Deed in accordance with the Township Storm Water Ordinance.
2. Any required water and sewer easements will be established per the Township Engineer/DPW.
3. An elevated sidewalk will be added to provide walking space between the building and the parking spaces.
4. Additional maneuvering space for semi-trucks will be provided.
5. The proposed Norway maple should be replaced with a tree that is native to Michigan.
6. There will be no outside storage without screening.
7. The west side of the dumpster will be screened.

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8. Night-sky friendly lighting will be installed.
9. The southeast fire hydrant will have a gravel access drive and there will be no parking in the area.
10. The site remains otherwise compliant with all federal, state and local laws; and
11. The applicant complies with all written and verbal representations.

With a roll call vote, the motion passed unanimously.

F. Shipston Aluminum Technologies – Site Plan Review for 14638 Apple Drive

Harv Kurdelski from Shipston Aluminum Technologies presented the request for a parking lot expansion. He stated that the sign for the business will read Brusche, as that is their DBA name. However, the company name is Shipston Aluminum Technologies.

Shipston Aluminum Technologies is looking to expand the parking lot from 160 to 240 spaces because they have increased employment from 270 employees to 386 employees. As part of the expansion they will provide space for trucks to turn around at the loading docks.

Ketchum asked if there was sufficient truck space. John Tenpas from Driesenga & Associates stated that their software allows for mapping the truck path, and there is sufficient space and that backing will be on the left side of the truck, which is easier.

There was discussion about whether bumpers or a raised edge should be required on the parking lot to keep cars from rolling down the hill. Tenpas stated that the storm water handling intends to have the water to run off the parking lot into the swale and then to the retention pond, and that a raised edge on the parking lot would require changes to the storm water system. Also, the hill is a gentle slope that should not be a problem. Commissioners agreed that a raised edge or bumpers would not be required.

Ketchum asked about lighting in the parking lot, as it seems inadequate. Tenpas stated that the two existing lights are somewhat inadequate. They will be moved back, and one additional light pole will be added with night-sky friendly lighting. Lindquist asked if the existing lights will be replaced. Kurdelski stated they would be changed.

Tiles asked if there is bike parking. Kurdelski stated that there is a small bike rack on the southwest corner of the building. There is also motorcycle parking in that area.

Ketchum asked about outside storage and the parked semi-trailers. Kurdelski stated that they are intending to move the storage inside after they complete a building addition in a few months. They are currently using the trailers for storage, and they intend to start cleaning up the area in anticipation of the building expansion.

Motion by Rumpel, support by Ketchum, to approve the Shipston Aluminum Technologies site plan dated 8-31-16 for an expanded parking lot as it is compliant with Section 1005, Site Plan Review Criteria, and Section 326 of the Zoning Ordinance with the following conditions:

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1. The applicant obtains an Ottawa County Storm Water Permit and a storm water maintenance agreement will need to be recorded with the Ottawa County Register of Deeds in accordance with the Township Storm Water Ordinance.
2. Any new lighting shall comply with the Zoning Ordinance and night-sky friendly requirements. Any existing lighting in the parking lot that is moved shall be retrofit with night-sky friendly lighting.
3. The site remains otherwise compliant with all federal, state and local laws; and
4. The applicant complies with all written and verbal representations.

G. Adjournment

Tiles moved to adjourn the meeting at 7:48pm. Morgan seconded the motion, which passed unanimously.

Respectfully submitted,

Jack Ketchum, Secretary
Planning Commission