

DRAFT

**SPRING LAKE TOWNSHIP
PLANNING COMMISSION MINUTES
JULY 21, 2021 – REGULAR MEETING**

PRESENT: Harry Dyck, Jack Ketchum, Greg Latsch, Jerry Rabideau, David Rumpel, Sarah Somers
ABSENT: Russ Tiles
PARTICIPANTS: Lukas Hill, Township Community Development Director

A meeting of the Spring Lake Township Planning Commission was held at Barber School, 102 W Exchange St, Spring Lake MI 49456.

A. Call to Order

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

B. Approval of Agenda

Ketchum made a motion, support by Latsch, to approve the agenda with the addition of Township Tour Discussion. The motion was approved unanimously.

C. Approval of Minutes

Latsch made a motion, support by Somers, to adopt the Planning Commission June 16, 2021 regular meeting minutes as presented. The motion was approved unanimously.

D. Public Comments

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

E. Forest Lake Estates Mobile Home Park – Site Plan Review

Rob Lamer, Exxel Engineering, and Marcus Zeilstra and Tom Zeilstra, owners, presented their request for a storage building for equipment associated with the mobile home park. The equipment has been stored off-site, but now needs to be stored on this property. The property lines have been adjusted so the parcel that will have the storage building is part of the mobile home park. Landscaping will be included on the front and the east side of the building. Arborvitae are included along the back of the building. There will be a retention pond on each side of the building, as there is no stormwater drain in the road. The building will include a small bathroom.

Rumpel asked for clarification on the roof color, since different parts of the application mentioned different colors. Marcus Zeilstra stated that the building would be hunter green and burgundy, and the roof would be gray.

Rumpel suggested that brick trim be included on the bottom of the building to make the building look less industrial. Marcus Zeilstra stated that he would consider brick on the south and east sides of the building. The west side will have an overhang, and the back is not visible.

Ketchum asked the dimensions of the building. Tom Zeilstra stated it was 50x100. The doors are 16 feet tall, and the side walls are 18 feet.

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Ketchum asked if there was lighting proposed. Tom Zeilstra stated there is no exterior lighting proposed.

Ketchum asked about drainage to the retention ponds. Lamer stated that there will be swale behind the building to guide the water to the ponds, and roof drains in the front. Latsch asked how the soil behind the building will be protected from the water dropping from the roof, since the site is sandy. Lamer stated that there will be ground cover to keep the swale from eroding.

Ketchum asked if there will be a dumpster on site. Marcus Zeilstra stated that he will order more trash carts from their waste hauler, and the carts will be stored in the building.

Ketchum asked about a recommendation in the staff report regarding fencing for the existing outdoor storage area. Hill stated that the ordinance requires solid fencing for outdoor storage. The site review process allows Commissioners the ability to review the entire site and to require upgrades to meet the ordinance. However, as the outside storage is already there, Commissioners could decide to leave it the same.

Marcus Zeilstra stated that it will be easier to maintain the outdoor storage area as he will have more time as he now only owns one mobile home park. Hill stated that a commitment to maintain the outdoor storage area would satisfy the fencing issue.

Latsch asked about repairs to the fence that is damaged. Tom Zeilstra stated that it will be repaired or removed soon, as the gate is not working properly.

Latsch asked about the small storage building with concrete around it. Marcus Zeilstra stated the building and the concrete will be removed when the trees are removed for the storage building.

Latsch asked about general clean-up of the woods. Marcus Zeilstra stated he would like to remove several trees near the building and eventually install a vinyl fence.

Latsch asked about the slab at the corner of Huron and Ontario. Marcus Zeilstra stated that there used to be a mobile home site there, but when the bike path was installed the site was lost. The Township was supposed to remove the slab and replace it with grass. The Township was also supposed to install screening along the bike path. Latsch expressed concern that the Township is not living up to its agreement. Hill stated he would talk to the Township Manager about the agreement.

Tom Zeilstra stated that if Commissioners would agree to leave the outdoor storage without an additional fence, he would add about three feet of brick or stone veneer to the south and east sides of the building. The building will be just forest green and the roof color will be chosen to coordinate with the stone.

Latsch stated that one of the drawings submitted shows 14-foot walls with 12-foot doors, and an interesting door would help break up the expanse. Marcus Zeilstra stated that windows will be included at the top of the doors to add interest. Tom Zeilstra stated the doors will be white.

Commissioners stated the proposed landscaping was appropriate.

Motion by Latsch, support by Ketchum, to approve approving the Forest Lake Estates Site Plan for the addition of a 5,000 square foot maintenance building as presented as the application meets Section 326, Article 6, Article 7 and Section 1005 of the zoning ordinance with the following conditions:

1. Landscaping shall be reviewed and approved by the Spring Lake Township Landscape Architect. All landscaping shall be maintained perpetually.
2. The applicant shall obtain a storm water permit and a soil erosion permit from Ottawa County prior to construction and shall record a storm water maintenance agreement prior to certificate of occupancy.
3. The site plan shall remain compliant with all federal, state, and local laws.
4. The applicant shall comply with all written representations to the Township, and all verbal representations as reflected in these minutes.
5. No new outdoor lighting unless approved by Spring Lake Township.
6. Approval by the Michigan Mobile Home Commission prior to issuance of a building permit, if required.
7. Complete foundation improvements (brick or stone) a minimum of three feet from grade on the south and east sides of the building.
8. Maintain the outdoor storage area, including vegetation, fencing and vehicles.
9. Township to review obligations related to bike path easements.

A roll call vote was taken. The motion was approved unanimously.

F. Temporary Uses Zoning Ordinance Text Amendment

Hill stated that the Corridor Improvement Authority had reviewed the draft temporary uses section of the zoning ordinance. The Authority was not supportive of food trucks in the corridor and approved a motion to recommend approving the ordinance without the allowance for food trucks in the GC and NC districts.

Commissioners directed Hill to set the public hearing on the text amendment for the August meeting.

G. Master Plan Survey and Township Tour Discussion

Ellen DelaRosa-Pearn, member of the Master Plan Review Committee, presented the results of the Master Plan survey. Survey responses were received from 207 people. The survey results will be presented to the Board and posted on the website. The Master Plan goals and objectives will be guided in part by the survey results.

Hill stated he has shared his highlights from the Township tour taken last month. Commissioners stated that, based on the tour, sidewalks are important in a development, as are gazebos, benches and other amenities. They would find it helpful to have the Township's landscape architect review each project to ensure the landscaping is appropriate. They also will need to deal with vacant lots during the development of a subdivision, probably by including a condition to their approval.

H. Commissioner Comments

1. Township Board: Quality Life Science Logistics was named the Business of the Year. The final agreement related to the Crockery Township sewer service was approved. The roundabout on M104 is still being considered, and there will be community engagement before a decision is made. The Personnel Policy was updated, primarily to add the new full-time fire department positions.
2. ZBA: The June 24 meeting had two applications. The retaining wall variance that was tabled in May for more information was approved after many changes by the applicant and with conditions. A waterfront setback determination and variance on Lake Michigan was tabled for more information.
3. Community Development Director: The State has a program to recognize Natural Beauty Roads. The Township may want to encourage residents to apply, as preserving the scenic roads in the Township was important to most of those who responded to the survey.

I. Adjournment

Latsch moved to adjourn the meeting at 9:10pm. Ketchum seconded the motion, which was approved unanimously.

Respectfully submitted,

Jack Ketchum, Secretary
Planning Commission