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**
   Latsch called the meeting to order at 7:02pm.

B. **Approval of Agenda**
   Ketchum made a motion, support by Tiles to approve the agenda as presented. The motion was approved unanimously.

C. **Approval of Minutes**
   Latsch made a motion, support by Rabideau to adopt the Planning Commission October 19, 2022 regular meeting minutes as amended to correct a typographical error. The motion was approved unanimously.

D. **Public Comments**
   A time for public comment was provided. No comments were offered.

E. **Coastal Flats – Site Plan Review – 18192 174th Ave**
   Bruce Callen, project engineer, presented the updated request for a site plan review for a 60-unit apartment complex on 174th Ave. Callen stated items discussed at the October meeting were addressed. Pocket parks were added, along with additional landscaping and benches. The ADA compliant apartments were noted on the plans. Marketing information and information from Housing Next on Ottawa County housing needs was presented.

   There will be benches installed along the foot path. After the path is sited the benches will be sited in scenic locations. Because the fire truck turnaround is large, they are considering adding a basketball court or a pickleball court. The patio size was increased. A path to the constructed wetland was added. Landscaping was increased where it could be viewed by residents or by neighbors. Screening to the south will consist of maintaining the existing trees.

   The constructed wetland should be a nice natural area. Behind the buildings will be kept natural to encourage wildlife. The buildings were sited to avoid the wetlands as much as possible.

   Rabideau asked who wrote the marketing information that was provided. Maria Rabideau stated that she wrote it based on information from the associations they belong to. That information shows that balconies and patios aren’t important to the demographic they are targeting.
Ketchum asked why there is only a 10-foot buffer to American House. Callen stated the goal is to keep it as wide as possible, but they need to get equipment in. The buffer also extends onto the American House property, so it will be wider than 10 feet.

Ketchum stated that he is concerned that the back of the buildings don’t have many features. Also, the number of ADA-compliant apartments is small, although it meets the ordinance. Callen stated that all ground floor apartments will be accessible. David Stebbins clarified that Type A units are already set up for ADA compliance, with lowered counters and other measures. Type B units, considered accessible, are easily converted as they have wider doors, blocking for grab bars and other easily changed measures.

Tiles again stated that the playground space should be increased, as there are no nearby playgrounds. Also, lighting at the entrance at 174th Ave should be evaluated for safety.

Tiles encouraged Redstone to move smokers away from the playground. Maria Rabideau stated there will be no smoking in the buildings, and smokers must be 20 feet from the buildings.

Tiles asked about plans to expand the bike storage if it is necessary. Callen stated there is room to add more bike racks, and residents can store bikes in their apartments.

Latsch stated that the 10-foot strip near American House doesn’t have a lot of growth that will block the views of the apartments, and wondered if additional plantings would help. Callen stated that there are new trees being added near the American House buildings. Latsch stated that would satisfy his concerns.

Ketchum stated he was concerned there is no indoor area for gatherings. Maria Rabideau stated there is an area in the large building that can be configured for different uses.

Rabideau stated he was still unhappy that there will not be balconies. He was concerned about the precedent that will be set, and was also concerned about safety.

Motion by Ketchum, support by Latsch to approve the resolution of approval of the Coastal Flats site plan and supplemental information dated 11-02-22 for a 60-unit apartment complex as it is compliant with Section 326 and Articles 6, 7, 10, 12 and 13 of the Zoning Ordinance with the following conditions:

1. The applicant shall obtain an Ottawa County Storm Water Permit and record a storm water maintenance agreement with the Ottawa County Register of Deeds in accordance with the Township Storm Water Ordinance prior to issuance of any zoning or building permits. Certificate of Occupancy is contingent upon completion and final approval of the stormwater system as approved by the Ottawa County Water Resources Department. This also requires as-built plans.
2. Any new lighting shall comply with the Zoning Ordinance (dark sky requirements) and must be approved administratively prior to installation.
3. Any utilities shall be reviewed and approved by Spring Lake Township and EGLE, as necessary.
4. Wetland permits shall be obtained from EGLE and Spring Lake Township.
5. Obtain required permits from the Ottawa County Road Commission prior to building permit issuance.
6. The site remains otherwise compliant with all federal, state and local laws; and
7. The applicant complies with all written and verbal representations.

A roll call vote was taken. With Rabideau as the only dissent, the motion was approved.

F. **Conditional Rezoning Discussion – 17011 Hickory St**

Dan Turner, pastor of TOV Church, presented his preliminary request for a conditional rezoning of the former Harvest Bible Church/International Aid property. The property was formerly used by International Aid, and a conditional rezoning was granted for Harvest Bible Church to use a portion of the property as a church. When International Aid ceased to exist and Harvest Bible Church moved, the conditional rezoning contract expired. The current owners of the property, Gonzalez Universal Properties, is only using the warehouse portion of the existing building. The portion that was used as a church would need much retrofitting to be used for manufacturing. They would like to have a church use that portion of the building.

Hill stated that a conditional rezoning allows flexibility in certain areas that are not explicitly covered by the Zoning Ordinance. The applicant must offer the conditions for the rezoning. The Planning Commission and the Board of Trustees cannot require any conditions that are not offered.

Rabideau asked which days of the week the church will be using the property. Turner stated they will be there on Saturday and Sunday. There may be smaller groups meeting during the week, but no large gatherings.

Hill stated he is concerned about giving up space zoned Industrial for something that could be located in any residential district. Tiles noted that the property is still being used for an industrial purpose, and the building has already been changed to a church.

The consensus of the Planning Commission was that the conditional rezoning process could move forward, and there was nothing in the request that would immediately disqualify it.

G. **Arcadia PUD: Minor Amendment Considerations**

Hill presented the request from the developers of Arcadia for an extension on the installation of street trees and sidewalks. They want to install the street trees and sidewalks during construction.

Hill stated there are concerns about contract conditions not being met. The PUD is nearing buildout and the Township needs to ensure the final matters are addressed and financial assurances are in hand as the developer’s role diminishes. Hill would like the developer to complete the contract requirements or fund an escrow that will cover the costs for all improvements. Items of concern are sidewalks, trails, wetland restoration, and street trees along the common elements. Also, the bike path area at the intersection of Edenbridge and 148th Ave needs to be repaired.

Motion by Latsch, support by Tiles to approve the minor amendments to Arcadia contract as outlined in the Community Development Director memo dated November 8, 2022 with the following conditions:

1. If the developer fails to perform any of these items, the Township reserves the right to withhold any future building permits and use performance funds to complete required improvements or to use a part of any enforcement action related to complying with the terms of the contract.
2. Sidewalks shall be completed by September 1, 2023. Street trees shall be planted by June 1, 2023. Trails and bike path repairs shall be completed by January 1, 2023.

3. All fees associated with review of these final items, including but not limited to, Township Attorney, Township Wetland Consultant, Township Engineer, or Landscape Architect, shall be the responsibility of the developer. If these fees are not paid in a timely manner, building permits may be withheld.

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

H. Master Plan – Implementation Discussion
Hill stated that the Board of Trustees adopted the Master Plan on November 14. Hill distributed Section VII Action Program to Commissioners. As part of the implementation of the Master Plan, this item will continue to be on the agenda for discussion. After discussion, updates to the Zoning Ordinance will be considered.

I. Commissioner Comments
1. Township Board: The Board allocated some of the ARPA money toward projects that will benefit the entire community. They approved the purchase of a UTV for the Fire Department, for use in rough terrain and to allow faster response in the summer, as the UTV can be driven on the bike paths.
2. ZBA: A waterfront setback determination was approved for a property on West Spring Lake Rd.
3. Community Development Director: No report.

J. Adjournment
Clark moved to adjourn the meeting at 9:28pm. Ketchum seconded the motion, which was approved unanimously.

Respectfully submitted,

Jack Ketchum, Secretary
Planning Commission