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 7:01pm.

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

C. **Approval of Minutes**
Latsch made a motion, support by Dyck to adopt the Planning Commission January 18, 2023 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. **Gonzalez Universal Properties – Site Plan Review – 17011 Hickory Street**
Alfonso Gonzalez and Oscar Gonzalez presented the request for a site plan review related to the addition of a pallet kiln. The kiln is used to heat treat some pallets before they are used for overseas shipments. The kiln is inspected monthly. The proposed location is on the west side of the building near the working docks. The site was chosen for access and efficiency. The docks tie up the parking spots, so putting the kiln there will not impact additional parking areas.

Latsch asked how often the kiln is charged. Alfonso Gonzalez stated they would use it two times per day at a maximum. Each cycle takes about 1.5 hours. They anticipate operating the kiln for four runs per week now.

Latsch asked if there was any heat recovery from the kiln. Oscar Gonzalez stated that many places put the kiln inside to use the heat, but the humidity can cause a lot of issues. There are also insurance issues with the kiln inside.

Dyck asked if the picture provided was of the kiln. Oscar Gonzalez stated it is the kiln, which is a commercially purchased product. Timber Products inspects the kiln every month, including the wiring and other components, to ensure the pallets are properly heat treated. The pallets are stamped to show they have been properly processed.

Hill stated there was confusion about the location of the kiln. Rich Rybinski, representing Gonzalez Universal Properties, submitted a site plan showing the location of the kiln on the north end of the building. Hill’s report is based on that submission. The current proposed location of the
kiln is more centrally located. Hill also noted that there is some outdoor storage, which should be screened from view. There is some vegetation between the storage and the highway, which helps screen the product. There is also storage on the north end, which is not screened, but which is not visible from any offsite location.

Latsch confirmed that the stacks of pallets are higher than the building. Alfonso Gonzalez stated they are higher. Oscar Gonzalez noted that the stacks of pallets are up to 18 feet high. The Fire Marshal recently inspected the property and was not concerned about the height of the stacks.

Latsch asked if the Fire Marshal was concerned about access around the building. Oscar Gonzalez stated that items have been moved to create a 20-foot aisle, and lines will be painted when the weather improves. Latsch stated that bollards would be very helpful for delineation. Oscar Gonzalez agreed, and stated that snow would not cover bollards.

Rabideau asked if the Fire Marshal reviewed the new location for the kiln. Hill and Oscar Gonzalez confirmed that he did.

Rabideau asked if the cars in the photo presented are employee parking, and stated that the cars should be moved. Oscar Gonzalez stated that they are planning to move the employee parking.

Clark asked if the Township engineer had reviewed the site plan, and which location of the kiln was reviewed. Hill stated that the site plan was reviewed, mostly for storm water handling. The storm water system will not need to be updated. The Building Official will review the distance between the kiln and the building.

Latsch stated there was a lot of junk at the north end of the property. Oscar Gonzalez agreed, and stated they found someone to dispose of the material. Since the Planning Commissioners site visits, about half the material is gone. Once the remainder of the old material is gone, scrap material will be placed directly into dumpsters. The dumpsters will be on the concrete at the north end of the property.

Motion by Latsch, support by Clark to approve the Gonzalez Universal Properties site plan dated 01/19/23, located at 17011 Hickory St. with the following conditions:

1. The company will maintain areas outside the building.
2. The proposed kiln shall be located as depicted on the 01/19/23 site plan.
3. The applicant shall comply with all fire department requirements related to outside storage and fire access around the building.
4. The applicant shall comply with all verbal and written representations.
5. The applicant shall comply with all other applicable state and local laws.
6. Bollards shall be added to delineate the outdoor storage areas.

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

F. 2023 Capital Improvements Plan
Gordon Gallagher, Township Manager, presented the 2023 Capital Improvements Plan. The plan reflects anticipated expenditures over the next five years.
G. Planning Commission Bylaws

Hill presented bylaws for the Planning Commission, which were prepared by the Township attorney after the Board adopted a new planning enabling ordinance in 2009. Commissioners discussed the bylaws.

Motion by Latsch, support by Somers to approve the Planning Commission bylaws as presented. The motion was approved unanimously.

H. Commissioner Comments

1. Township Board: The Board gave final approval for the purchase of a UTV for the Fire Department. They also approved a study of Little Black Lake, to be performed by Grand Valley State University. The study will be funded jointly with Norton Shores.

2. ZBA: No meeting in January. The February meeting has one application, where they are asking for a waterfront setback determination, accessory building authorization, lot coverage variance and accessory building variance.

3. Community Development Director: Hill stated that the Board was generally in favor of the proposed Zoning Ordinance amendments, but there has been no action approved yet. Next month the Planning Commission will consider rezoning for the Poel Farm properties and for the property at 148th Ave and Apple Ave.

J. Adjournment

Latsch moved to adjourn the meeting at 8:26pm. Clark seconded the motion, which was approved unanimously.

Respectfully submitted,

Greg Latsch, Chair
Planning Commission