A G E N D A

Grand Haven Charter Township Planning Commission
Monday, October 6, 2014 - 7:30 p.m.

I. Call to Order

II. Roll Call

III. Pledge to the Flag

IV. Approval September 2, 2014 Meeting Minutes

V. Correspondence

VI. Old Business
   a. Bignell Ridge Landscape Plan

VII. New Business
   a. PUD Pre-Application Conference – Speedway

VIII. Reports
   a. Attorney's Report
   b. Staff Report
      1. Livestock Facility Subcommittee Meeting
      2. Resilient Grand Haven Community Summit
   c. Other

IX. Extended Public Comments/Questions on Non-Agenda Items Only (Limited to 4 minutes)

X. Adjournment

Note: Persons wishing to speak at public hearings, on agenda items, or extended comments, must fill out a "Speakers Form" located on the counter. Completed forms must be submitted to the attorney prior to the meeting.

MEETING MINUTES OF THE
GRAND HAVEN CHARTER TOWNSHIP PLANNING COMMISSION
SEPTEMBER 2, 2014

I. CALL TO ORDER

Redick called the meeting of the Grand Haven Charter Township Planning Commission to order at 7:30 p.m.

II. ROLL CALL

Members present: Redick, Kieft, LaMourie, Robertson, Reenders and Wilson
Members absent: Kantrovich and Taylor
Also present: Fedewa and Attorney Bultje

Without objection, Redick instructed Fedewa to record the minutes.

III. PLEDGE TO THE FLAG

IV. APPROVAL OF MINUTES

Without objection, the minutes of the August 18, 2014 meeting were approved.

V. CORRESPONDENCE

1. Charles Rop in regard to CRCG Hearing
2. Thomas Dudek in regard to CRCG Hearing
3. Jim and Barb Haveman in regard to CRCG Hearing
4. Rodger Drueke in regard to CRCG Hearing

Without objection, Redick suggested reorganizing the agenda so it would be as follows:

1. Discussion of Schultz Landscape, Transport & Irrigation – Site Plan Amendment
2. Public Hearing – Christian Reformed Conference Grounds – Special Land Use
3. Discussion of Christian Reformed Conference Grounds – Special Land Use
4. Discussion of Zoning Text Amendment for Unattached Waterfront Decks

VII. OLD BUSINESS

Discussion of Schultz Landscape, Transport & Irrigation – Site Plan Amendment

- Fedewa provided a brief overview of the Site Plan Amendment through an August 28th and an updated September 2nd memorandum.

- Jim Schultz, owner of Schultz Landscape, Irrigation & Transport provided a detailed review of the proposed Site Plan Amendment.

- General discussion of Planning Commissioners regarding the desire for substantial landscape screening along US-31. Needs to be reviewed in greater detail on future site plans within the US-31 and M-45 Overlay District.

Motion by Kieft, supported by Wilson to recommend the approval <u>with conditions</u> of the Schultz Landscape, Irrigation & Transport Site Plan Amendment, based on the

application meeting applicable requirements and standards of the Grand Haven Charter Township Zoning Ordinance. This approval is conditioned upon the following:

1. The sharp light fixtures are compliant with the Partially Shielded category (*the luminous flux, of the 165 maximum wattage, must be less than 2% above the horizontal plane*). Staff would make a site visit to ensure compliance.
2. Approval of the modified landscaping plan by the Planning Commission because they have discretion pursuant to Section 15A.10 of the US-31 Overlay District.
3. Agreement that the storage container become compliant with accessory building setback requirements within six (6) months time, which would be March 1, 2015. Staff would make a site visit to ensure compliance.

Which motion carried.

REPORT

This approval is based on an affirmative finding that each of the following site plan standards have been fulfilled:

A. The uses proposed will not adversely affect the public health, safety, or welfare. Uses and structures located on the site take into account topography, size of the property, the uses on adjoining property and the relationship and size of buildings to the site. The site will be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this Ordinance.
B. Safe, convenient, uncontested, and well-defined vehicular and pedestrian circulation is provided for ingress/egress points and within the site. Drives, streets and other circulation routes are designed to promote safe and efficient traffic operations within the site and at ingress/egress points.
C. The arrangement of public or private vehicular and pedestrian connections to existing or planned streets in the area are planned to provide a safe and efficient circulation system for traffic within the Township.
D. Removal or alteration of significant natural features are restricted to those areas which are reasonably necessary to develop the site in accordance with the requirements of this ordinance. The Planning Commission may require that landscaping, buffers, and/or greenbelts be preserved and/or provided to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property.
E. Areas of natural drainage such as swales, wetlands, ponds, or swamps are protected and preserved insofar as practical in their natural state to provide areas for natural habitat, preserve drainage patterns and maintain the natural characteristics of the land.
F. The site plan provides reasonable visual and sound privacy for all dwelling units located therein, and adjacent thereto. Landscaping shall be used, as appropriate, to accomplish these purposes.
G. All buildings and groups of buildings are arranged so as to permit necessary emergency vehicle access as requested by the fire department.

H. All streets and driveways are developed in accordance with the Ottawa County Road Commission specifications, as appropriate, unless developed as a private road in accordance with the requirements for private roads in this ordinance or any other Township Ordinance.
I. Appropriate measures have been taken to ensure that removal of surface waters will not adversely affect neighboring properties or the public storm drainage system. Provisions have been made to accommodate storm water, prevent erosion and the formation of dust.
J. Exterior lighting is arranged so that it is deflected away from adjacent properties and so that it does not interfere with the vision of motorists along adjacent streets, and consists of sharp cut-off fixtures.
K. All loading and unloading areas and outside storage areas, including areas for the storage of trash, which face or are visible from residential districts or public streets, are screened.
L. Entrances and exits are provided at appropriate locations so as to maximize the convenience and safety for persons entering or leaving the site.
M. The site plans conforms to all applicable requirements of County, State, Federal, and Township statutes and ordinances.
N. No additional fencing is required by the Planning Commission around the boundaries of the development.
O. The general purposes and spirit of this ordinance and the Master Plan of the Township are maintained.

VIII. PUBLIC HEARING
Christian Reformed Conference Grounds – Special Land Use

Redick opened the public hearing at 8:26 p.m.

Fedewa provided a brief overview of the Special Land Use Amendment application through an August 26th memorandum.

Michael Perton, Director of CRCG provided a detailed review of the proposed Special Land Use Amendment. Noteworthy items include the following:

1. Density being lowered from 126 to 104.
2. Each campsite hosts 2-4 people.
3. CRCG Board of Directors determines the density reductions.
4. Approximately 1,400 annual family memberships. Cost of $35 per person.
5. Public can purchase $3 daily membership to utilize the recreation facilities.
6. Membership wristband does not differentiate between annual and daily.
7. Approximately 30 campfires on busiest days (Friday & Saturday).

Public Comments:

Rodger Drueke (12449 Jansma): opposed to the mini-golf course and noted the following:

1. Supports the rebuilding of the worship center and relocation of large former dormitory to center of property.

2. Issue with the high number of memberships.
3. Concerns with campfire smoke and water quality

Thomas Dudek (45556 Bluewater Road): opposed to the project and noted the following:

1. Site overcrowded. Leads to parking and beach trespass issues. May involve law enforcement.
2. Site is expanding in use, density, and length of operation (seasonal to year-round).
3. Noise pollution from many sources.
4. Concerns with water quality and compliance with DEQ permit.
5. Would like a screening fence installed along Beach Road.

David Cook (12113 Bluewater Road): opposed to the project and noted the following:

1. Disappointed that neighbor concerns have not been addressed.
2. Discussed the mediation council—no meeting of the minds.
3. Noise pollution has wide radius and impacts many neighbors.
4. Campfire smoke is an ongoing issue.
5. Concerns with parking and overcrowding. Believes mini-golf course would exacerbate the issue. States membership wrist bands are not enforced and would not aid the CRCG in monitoring the mini-golf course users.

Susan Grefe (12183 Sandy Woods Drive): in favor of the project and noted the following:

1. Does not find the noise, smoke, and people to be a nuisance.
2. Appreciates the family-oriented sense of community.
3. CRCG is an asset to the area and brings value to her property.

Donald Shampine (12296 Lakeshore Drive): in favor of the project and noted the following:

1. Good neighbor. Purchased house because of the proximity to CRCG.
2. Is a member, does not have trouble finding parking.
3. Quiet hours strictly enforced, does not take issue with noise. Receives more noise from the High School.

Jane Henderson (17437 Hiawatha, Spring Lake): in favor of the project and noted the following:

1. CRCG and the Director are very conscientious of the neighbors.
2. Strict enforcement of the noise and campfires.
3. Appreciates the family-oriented sense of community.

Tony Diekema (17637 Hillcrest): opposed to the project and noted the following:

1. Concerns with smoke and noise trespass.
2. DEQ air quality study has limitations (4-6 hour campfires vs. 24 hour standard testing window).
3. Feels Fire Department is not effective at addressing the smoke complaints.
4. Stated CRCG is not affiliated with the Christian Reformed Church.

Redick closed the public hearing at 8:57 p.m.

IX. NEW BUSINESS – First Phase
Discussion of Christian Reformed Conference Grounds – Special Land Use

Comments, questions, and concerns raise by the Commissioners include:

Redick:

1. Clarified the Planning Commission's purpose.
2. Reviewed DEQ air quality findings.
3. Proposed mini-golf course increases the commercialization of the property.
4. Questions regarding density calculations.
5. Concerns with parking.

Robertson:

1. Questions on the membership options.
2. Questions regarding the tax exempt status.
3. Elaborated on the limitations of the DEQ air quality study.
4. Questions on the overall increase in size, use, and density since the 1991 Consent Judgment in relation to the 25% limitation for non-conforming uses.

Wilson:

1. Question on the number of campfires in relation to the number of campsites; could they be centralized and condensed.
2. Question on the various quiet hours for recreation activities.
3. Has sympathy for neighbors experiencing campfire smoke.
4. Suggestion of limiting mini-golf course to overnight campers only to alleviate parking congestion.
5. Commercialization of property.

LaMourie:

1. Commented on the quality of the public hearing participants.
2. Questions on regulating the PA system to reduce noise pollution.
3. Questions the density and increase in daily use.

Reenders:

1. Questions if parking was an issue the Planning Commission addressed in 2009.
2. Does not feel mini-golf would cause a noticeable increase of people in relation to the other recreation activities offered.
3. Noted even if density and use is greater than 25% of the 1991 size the Commission cannot reverse prior decisions.

Kieft:

1. Commented that parking is usually not full, except on event nights.

Cargo:

1. Detailed the previous DEQ memo: determined there is not a health hazard.
2. Stated CRCG has an air monitoring system.
3. Stated Fire Department will shut down the campfires if smoke is visible.

Attorney Bultje:

1. Must focus on land uses; tax exempt status is not an item the Commission can consider.
2. Clarified the site is a grandfathered non-conforming use. The 25% non-conforming use regulation was added to the Zoning Ordinance in 2003.
3. Discouraged Planning Commission from addressing air quality due to inconsistent State and Federal regulations.
4. Can consider parking and noise produced by the PA system.

Report

1. This approval is based on an affirmative finding that each of the following standards has been fulfilled:

    a. The proposed use is consistent with, and promotes the intent and purpose of this Ordinance.
    b. The proposed use is of such location, size, density, and character as to be compatible with adjacent uses of land and the orderly development of the district in which situated and of adjacent districts.
    c. The proposed use does not have a substantially detrimental effect upon, nor substantially impair the value of, neighborhood property.
    d. The proposed use is reasonably compatible with the natural environment of the subject premises and adjacent premises.
    e. The proposed use does not unduly interfere with provision of adequate light or air, nor overcrowd land or cause a severe concentration of population.
    f. The proposed use does not interfere or unduly burden water supply facilities, sewage collection and disposal systems, park and recreational facilities, and other public services.
    g. The proposed use is such that traffic to, from, and on the premises and the assembly of persons relation to such use will not be hazardous, or inconvenient to the neighborhood, nor unduly conflict with the normal traffic of the neighborhood, considering, among other things: safe and convenient routes for pedestrian traffic, particularly of children, the relationship of the proposed use to main thoroughfares and to streets and intersections, and the general character and intensity of the existing and potential development of the neighborhood.
    h. The proposed use is consistent with the health, safety, and welfare of the Township.

2. The application meets the site plan review standards of Section 23.06 of the Zoning Ordinance. Specifically, the Planning Commission finds as follows:

    a. The uses proposed will not adversely affect the public health, safety, or welfare. Uses and structures located on the site take into account topography, size of the property, the uses on adjoining property and the relationship and size of buildings to the site.
    b. The site will be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this ordinance.
    c. Safe, convenient, uncontested, and well defined vehicular and pedestrian circulation is provided for ingress/egress points and within the site. Drives, streets and other circulation routes are designed to promote safe and efficient traffic operations within the site and at ingress/egress points.
    d. The arrangement of public or private vehicular and pedestrian connections to existing or planned streets in the area are planned to provide a safe and efficient circulation system for traffic within the township.
    e. Removal or alteration of significant natural features are restricted to those areas which are reasonably necessary to develop the site in accordance with the requirements of this ordinance. The Planning Commission has required that landscaping, buffers, and/or greenbelts be preserved and/or provided to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property.
    f. Areas of natural drainage such as swales, wetlands, ponds, or swamps are protected and preserved insofar as practical in their natural state to provide areas for natural habitat, preserve drainage patterns and maintain the natural characteristics of the land.
    g. The site plan provides reasonable visual and sound privacy for all dwelling units located therein, and adjacent thereto. Landscaping shall be used, as appropriate, to accomplish these purposes.
    h. All buildings and groups of buildings are arranged so as to permit necessary emergency vehicle access as requested by the fire department.
    i. All streets and driveways are developed in accordance with the Ottawa County Road Commission specifications, as appropriate, unless developed as a private road in accordance with the requirements for private roads in this ordinance or any other township ordinance.
    j. Appropriate measures have been taken to ensure that removal of surface waters will not adversely affect neighboring properties or the public storm drainage system. Provisions have been made to accommodate storm water, prevent erosion and the formation of dust.
    k. Exterior lighting is arranged so that it is deflected away from adjacent properties and so that it does not interfere with the vision of motorists along adjacent streets, and consists of sharp cut-off fixtures.
    l. All loading and unloading areas and outside storage areas, including areas for the storage of trash, which face or are visible from residential districts or public streets, are screened.

m. Entrances and exits are provided at appropriate locations so as to maximize the convenience and safety for persons entering or leaving the site.
n. The site plans conforms to all applicable requirements of County, State, Federal, and Township statutes and ordinances.
o. No fencing is required by the Planning Commission around the boundaries of the site.
p. The general purposes and spirit of this ordinance and the Master Plan of the Township are maintained.

Motion by Reenders, supported by Kieft to recommend the approval of the Christian Reformed Conference Grounds Special Land Use application to amend their 2000 master site plan, with an exception, based on the application meeting applicable requirements and standards of the Grand Haven Charter Township Zoning Ordinance.

The proposed mini-golf course is denied based on the following findings:

1. The proposed use is inconsistent with the intent and purpose of the Zoning Ordinance.
2. The proposed use is of such location, size, density, and character that it is incompatible with adjacent uses of land and the orderly development of the district.
3. The proposed use is such that traffic to, from, and on the premises (including parking) and the assembly of persons in relation to such use may be hazardous, or inconvenient to the neighborhood, general character, and intensity of the existing and potential development of the neighborhood.

Roll-call Vote:
Yeas: Reenders, Kieft, Reddick, Wilson
Nays: LaMourie, Robertson
Absent: Kantrovich, Taylor
Which motion carries.

NEW BUSINESS – Second Phase
Discussion of Zoning Text Amendment for Unattached Waterfront Decks

Fedewa provided a brief overview of the proposed Zoning Ordinance Text Amendment through an August 26th memorandum.

Commission noted the following:

1. Possible issues with viewsheds.
2. Setbacks for riparian areas.
3. Height restrictions for viewshed properties.

Without objection the Planning Commission has postponed this motion to allow staff additional time to address the broader scope of unintended consequences the proposed Zoning Ordinance Text Amendment may have on effected properties.

X. REPORTS

A. Attorney Report: None.

B. Staff Report:

a. Livestock Facility Subcommittee Meeting – September 10th @ 7:30 p.m.

b. Resilient Grand Haven! Community Summit – October 1st from 5:30-9:00 p.m.

c. Community Action Team Meetings – Oct. 22, Oct. 29, and Nov. 4.

C. Others: None.

XI. EXTENDED PUBLIC COMMENTS PERTAINING TO NON-AGENDA ITEMS

None.

XII. ADJOURNMENT

Without objection, the meeting adjourned at 10:04 p.m.

Respectfully submitted,

Stacey Fedewa
Acting Recording Secretary

GRAND HAVEN CHARTER TOWNSHIP

Community Development Memo

DATE: September 23, 2014

TO: Planning Commission

FROM: Stacey Fedewa

RE: Bignell Ridge – Landscape Site Plan for PUD Amendment

At a Planning Commission meeting held on July 21, 2014, a conditional approval was granted to the Bignell Ridge PUD amendment. One condition was the submission of "a new detailed landscape plan adjacent to 152nd Avenue and Groesbeck," which must be approved by the Planning Commission prior to construction of any additional units.

The applicant submitted a landscape plan by email on 9/9/2014, and staff responded with three questions. The questions and responses are as follows:

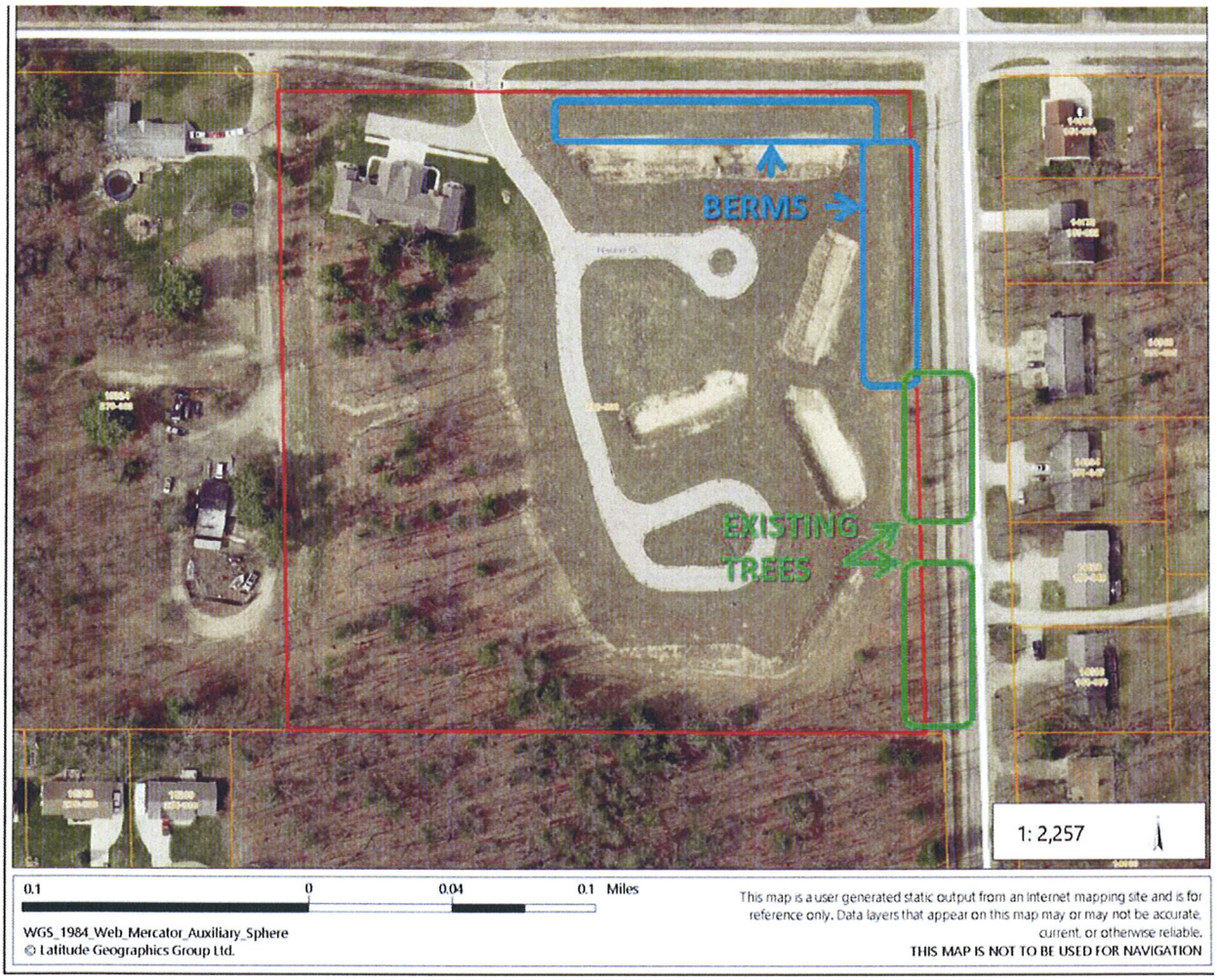
1. What is the height of the proposed berms along Groesbeck and 152nd Avenue?
    a. "The berms, for the most part are already in place, they may be shaped slightly after the weeds are down and topsoil is added, but they are already quite close. I'd estimate they are maybe 2-4' above road."

2. The plan image does not include the entire parcel, does the berm and tree pattern continue to the southern boundary line? If not, please provide an explanation.
    a. "That is correct. There are some existing very tall deciduous trees and existing vegetation that we intend to leave natural because of the fact that those trees are already providing the type of screening we are trying to create in the more 'open' areas of the frontages." (*See 2014 GIS aerial image below*)

3. Along Groesbeck you propose to plant eight Red Sunset Maple trees within the Right-of-Way. A permit will need to be obtained from the Ottawa County Road Commission to proceed.
    a. "The landscaper will confirm with the OCRC both the type of trees that are acceptable here, and the location in which they are permitted to be planted. We believe these 'street trees' will help create a sense of arrival at our entry and believe they are worth the investment."

    b. UPDATE: The applicant has reviewed the OCRC Polices with Procedures in regard to Tree Planting Within County Road Right-of-Way. Depending on the speed limit of Groesbeck it appears the trees may be planted between 27 and 30

feet from the road centerline. This would leave at least a 10 foot buffer between the proposed trees and the existing nonmotorized pathway. The applicant intends to move forward with applying for an Ottawa County Road Commission permit.



The proposed flora schedule is as follows:

Tree Type	**Number**	**Caliper or Height**
Sugar or Norway Maple	8	3 inch caliper
Norway Spruce	27	8-9 feet
Blue Spruce	10	10-12 feet
White Spruce	3	7-8 feet
Harvest Gold Crabapple	4	1.5 inch caliper
Amerlanchier	3	10 feet multi-stem
Red Sunset Maple (ROW)	*8*	*3-3.5 inch caliper*
Bush/Plant Type	**Number**	**Height**
Juniper Grey Owl	8	39 inches
Dwarf Hameln Grass	12	39 inches
Dogwood – Various	5	36 inches
Boulders – Honeycomb	7	n/a
Stone – Western Honeycomb	12	n/a
Total	**107**	

The applicant's landscaping information provided in the project narrative is:

> "If this PUD Amendment is approved, Builder and Developer will partner to immediately begin landscaping the landscaped berm areas called out on the plan. It is estimated that $25,000 to $35,000 will be spent on screen trees/landscaping and a small sign (upon approval from GH Twp.). The purpose of the landscaping is to create a 'sense of place' for this community and provide adequate visual screening from both 152nd Avenue and Groesbeck Street. Eastbrook Homes takes great pride in the entry/community landscape element of each and every community they build in and believe that it will make a substantial difference in this community as well."

Staff has compared the applicant's landscape plan with Zoning Ordinance Section 20.13 (Landscaping Requirements) and determined that it **exceeds the requirements**. (*Please note: the landscape plan will still exceed the requirements if the proposed trees in the ROW are not approved by the OCRC.*)

Based on the findings outlined above, staff recommends approval with conditions of the Bignell Ridge Landscape Site Plan for their PUD Amendment application. If the Planning Commission agrees with the aforementioned recommendation, the following motion can be offered:

> **Motion** by _____, supported by _____ to recommend the approval of the Bignell Ridge Landscape Site Plan for the PUD Amendment application based on the application meeting applicable requirements and standards of the Grand Haven Charter Township Zoning Ordinance. This approval is conditioned upon the following:
>
> 1. The applicant is not permitted to plant trees within the Ottawa County Road Commission Right-of-Way until Grand Haven Charter Township has been provided with an approved permit.

Please feel free to contact me if you have questions or concerns prior to the meeting.

GRAND HAVEN CHARTER TOWNSHIP

Community Development Memo

DATE: October 1, 2014

TO: Planning Commission

FROM: Fedewa

RE: Speedway PUD Pre-Application Presentation

Speedway has requested a Planned Unit Development (PUD) Pre-Application Presentation before the Planning Commission pursuant to Section 17.03.1. The potential applicant has submitted a site plan, project narrative, and color rendering of the proposed site.

The plans received by staff did not provide enough information to give a thorough site plan review. However, staff did review the plans and have forwarded the details to the potential applicant.

Community Development

- Applicable Zoning Chapters (*particularly the US-31 and M-45 Overlay Zone*).
- Additional plans, studies, and information to provide:
    - Landscape Plan (20.13)
    - Outdoor Lighting Plan (Chapter 20A)
    - Woodland Protection Plan (15A.09)
    - Utility and Sewer Plan
    - Storm Water Management Plan
    - Traffic Impact Study (*if needed*)
- Maximum building height (15.04).
- 2012 Michigan Building Code begins October 9, 2014.
- Material for the refuse container, shed, and gate (19.07.12; 20.13.6D&E).
- Maximum parking spaces should be 22, rather than the proposed 30 (15A.10.10).
    - Parking study must demonstrate need for additional spaces.
- Permitted signs for Gas Stations (24.13; 24.12.12.A).

Fire/Rescue

- Water mains are not shown with the required hydrant locations.
- Fuel tanks—above or below ground.
- Additional traffic bollards are required.

- Must meet the requirements of the International Fire Code.

Public Services

- The following items were not shown on the plan. Therefore a review, or preliminary approval, cannot be provided.
    - Domestic or fire services.
    - Hydrants (proposed or existing).
    - Sanitary service, or the location of existing sanitary sewer.
- Staff noted if the desire is to provide service to out lots, a dedicated public water main and sanitary trunk sewer must be shown with individual services proposed for each location.

PROPOSED DISCUSSION POINTS

- Long-term intention for parcel (*i.e., phases, land divisions, etc.*)
- PUD qualifications (17.02.1)
- Status of wetlands and the impact on the proposed development.
- Site design standards
    - Minimum of 80% of the exterior shall consist of facing brick (15A.11.3.D).
        - Quick-brick proposed.
    - Site compatibility (15A.11.3.D,J,P; 17.05.2.A.3-5)
        - Building material
        - Architectural features
        - Canopies
        - Signs
        - Bollards
- Height of canopy roof for semi-trucks.
    - Limited to 14 feet (20.03.2.H.2).
    - Current proposal is 20 feet 6 inches.

Please contact me prior to the meeting if you have questions.