

MEETING MINUTES
GRAND HAVEN CHARTER TOWNSHIP
PLANNING COMMISSION
SEPTEMBER 16, 2019

I. CALL TO ORDER

Wilson called the meeting of the Grand Haven Charter Township Planning Commission to order at 7:00 pm.

II. ROLL CALL

Members present: Wilson, Chalifoux, Wagenmaker, Kieft, LaMourie, Hesselsweet, Reenders, Taylor

Members absent: Cousins

Also present: Community Development Director Fedewa

Without objection, Wilson instructed Fedewa to record the minutes.

III. PLEDGE TO THE FLAG

IV. APPROVAL OF MINUTES

Without objection, the corrected minutes of the August 5, 2019 meeting were approved.

Without objection, the minutes of the August 19, 2019 meeting were approved.

V. CORRESPONDENCE – None

VI. PUBLIC COMMENTS – None

VII. NEW BUSINESS

A. Site Plan Review – The Shoreline Center

Fedewa provided an overview through a memorandum dated September 12th.

The applicant, Dan Radley, was present and available to answer questions:

- Listed to concerns previously described by the Commission, which included:
 - Found 6 acres zoned Commercial.
 - Land has water and sewer available.
 - Location is desirable because it is around the corner from current building.
- Gave thanks to:
 - Pete Morden for selling the 6 acres.
 - Scott Olson of Pioneer Construction.
 - Wade VandenBosch of Westshore Engineer & Surveying.

The Planning Commission offered the following comments:

- Several Commissioners were concerned that 50 parking spaces was not enough.
 - Commission made a finding that The Shoreline Center is a medical office building (*rather than a standard office building*), which increases the maximum parking spaces to 76.
- Recommended the parking lot connect to the cul-de-sac to provide another point of access.
- Questioned if future businesses that may locate on the Morden property, and utilize The Shoreline Centers private road, will warrant improvements to 168th Avenue.
 - Staff explained the Township can always require future businesses to contact the Ottawa County Road Commission to determine if improvements are warranted.
- Proposed lumens for parking lot lighting are too high and should be reduced to the 7,000 range. Agree that appropriate lighting is critical for a medical site.

Motion by Kieft, supported by LaMourie, to **conditionally approve** the Site Plan Review application for The Shoreline Center to be located at 70-03-33-200-090. The motion is subject to, and incorporates, the following conditions and report.

1. Obtain permits from the Ottawa County Road Commission and Ottawa County Water Resources prior to obtaining building permits. Copies of permits shall be provided to the Township.
2. Add note to site plan indicating the type of ground cover to be used on the site and the landscape islands.
3. Add note and detail to site plan indicating the “appropriate barriers” to be used around the landscape islands.
4. Reduce the lumen output for the parking lot lights. Directed to find a lumen output in the 7,000 range that reduces the overlap, but still meets the Centers safety needs.
5. The Shoreline Center is a medical office building, and shall provide 76 parking spaces, a portion of which may be deferred if needed.
6. The Zoning Administrator shall review the revised site plan to ensure the above conditions are met and has authority to approve the parking lot connection to the cul-de-sac without obtaining additional approval from the Planning Commission.

Which motion carried unanimously.

REPORT – THE SHORELINE CENTER – SITE PLAN REVIEW

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 alterations 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.
- 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 stormwater, prevent erosion and the formation of dust.
- K. Exterior lighting is arranged so that it is deflected away from adjacent properties and so 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 conform to all applicable requirements of County, State, Federal, and Township statutes and ordinances.
- O. The general purposes and spirit of this Ordinance and the Master Plan of the Township are maintained.

VIII. REPORTS

- A. Attorney's Report – None
- B. Staff Report
 - Community Open House for Zoning Ordinance – October 10th
- C. Other – None

IX. EXTENDED PUBLIC COMMENTS – None

X. ADJOURNMENT

Without objection, the meeting adjourned at 7:29 pm.

Respectfully submitted,

A handwritten signature in black ink that reads "Stacey Fedewa, AICP". The signature is written in a cursive style with a large, looping initial "S".

Stacey Fedewa, AICP
Acting Recording Secretary