

MEETING MINUTES OF THE
GRAND HAVEN CHARTER TOWNSHIP PLANNING COMMISSION
JULY 21, 2014

I. CALL TO ORDER

Chair 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, Kantrovich, and Taylor
Members absent: Wilson, T. French, and Reenders
Also present: Cargo and Attorney Bultje

Without objection, Redick instructed Cargo to record the minutes.

III. PLEDGE TO THE FLAG

IV. APPROVAL OF MINUTES

Without objection, the minutes of the July 7, 2014 meeting were approved.

V. CORRESPONDENCE

Redick noted that because he is within the notification area of the Bignell Ridge Condominium project that he will abstain from the public hearing and consideration of the proposed PUD amendment.

VI. PUBLIC HEARING – PUD Amendment Lincoln Pines Subdivision (99 units)

Redick opened the public hearing at 7:34 p.m.

Cargo provided a brief overview of the PUD amendment application through a July 14th memorandum. Cargo noted that the PUD agreement will be the same for all conditions and previously approved aspects of the PUD, except for the amendments requested.

Michael R. McGraw of Eastbrook Homes and Arne Larsen of Holland Engineering provided a detailed review of the proposed changes to the PUD.

The Commission discussed the following items:

1. Landscaping along Lincoln Street and the entryways to the proposed subdivision;
2. Reversionary agreements for excess land at the cul-de-sacs;
3. Width of the sidewalks and sidewalk access to the tot-lot play area; and,
4. Access to the open space.

Redick closed the public hearing at 7:49 p.m.

VII. OLD BUSINESS – First Phase

- a) The members discussed the proposed Lincoln Pines PUD amendments.

Motion by Lamourie, supported by Kantrovich to recommend to the Township Board approval of the requested PUD amendment to the “Lincoln Pines Subdivision” on parcel numbers 70-07-12-300-031, 70-07-12-400-003 and 70-07-12-400-006, as shown on the site plan dated (06/30/2014) and pursuant to the attached report. This approval is conditioned upon the following:

1. A new detailed landscape plan must be submitted and approved by the Planning Commission prior to final plat approval along Lincoln Street and the entries.
2. Concrete sidewalks will be six (6) feet wide and shall terminate at the Lincoln Street right-of-way in order to allow access to a future non-motorized pathway on Lincoln Street; and, place concrete sidewalks to the rear lot lines to provide access the open space.
3. Sidewalks shall be extended to the “Tot-Lot”.
4. All designated open space areas in this Development shall be set aside by means of conveyance as outlined in Section 17.05.5.G of the Zoning Ordinance.
5. The Developer shall agree to any requested language amendments to any associated development documents by the Township and/or its legal counsel, including but not limited to the addition of the following section:

“6.04 Nothing in this Declaration of Restrictions shall give any person the right to violate or fail to comply with any applicable requirement of Grand Haven Charter Township or any other governmental entity with jurisdiction, or any condition placed by Grand Haven Charter Township upon the approval of the Lincoln Pines Planned Unit Development.”
6. The Developer shall enter into a PUD Agreement with the Township which outlines the findings and conditions of approval for this development. This agreement shall be reviewed and approved by the Township Board prior to the final approval of this development.
7. The Development shall comply with all applicable requirements of the Ottawa County Road Commission and Ottawa County Water Resources Commission.
8. The final revised Declaration of Restrictions shall be reviewed and approved by the Township attorney before recording, so as to verify their compliance with the terms and conditions of this Planned Unit Development approval and the requirements of the Township Zoning Ordinance. No building permits shall be issued for the Development until the Developer has obtained the Township attorney's approval of the Declaration of Restrictions, and has submitted proof of recording of the same at the Ottawa County Register of Deeds to the Township attorney.
9. The developer shall combine the three subject parcels (i.e. 70-07-12-300-031, 70-07-12-400-003 and 70-07-12-400-006) upon approval of the PUD amendment by the Township Board.

Which motion carried.

REPORT

Pursuant to the provisions of the Grand Haven Charter Township (the “Township”) Zoning Ordinance (the “Zoning Ordinance”), the following report of the Grand Haven Charter Township Planning Commission (the “Planning Commission”) concerning an application by Signature Land Development / Eastbrook Homes (the “Developer”) for approval of an amendment to the

Planned Unit Development (the “Project” or the “PUD”). The Project will consist of a single-family residential development consisting of ninety-nine (99) lots suitable for single-family residential development, along with 16.85 acres of qualifying open space on a development area totaling 58.61 acres in size. The Project as recommended for approval is shown on a final site plan, last revised 06/30/2014 (the “Final Site Plan”), presently on file with the Township. The purpose of this report is to state the recommendation of the Planning Commission concerning the Project, the basis for the Planning Commission’s recommendation, and the Planning Commission’s recommendation that the Lincoln Pines Subdivision PUD amendment be approved as outlined in the above motion.

The Developer shall comply with all of the documentation submitted to the Township for this Project. In recommending the approval of the proposed PUD Amendment, the Planning Commission makes the following findings pursuant to Section 17.04.3 of the Zoning Ordinance:

1. The Project 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. 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. The general purposes and spirit of this ordinance and the master plan of the township are maintained.
2. The Planning Commission finds that the Project meets the intent for a PUD, as described in Section 17.01.3 of the Zoning Ordinance. By approving this Project as a PUD Amendment, the Township has been able to negotiate various amenities and design characteristics, as well as additional restrictions, with the Developer which the Township would not be able to negotiate if the PUD Chapter of the Zoning Ordinance were not used.
3. Compared to what could have been constructed by right, the Project has been designed to accomplish the following objectives from Section 17.01.4 of the Zoning Ordinance:
 - a. The Project will encourage the use of land in accordance with its natural character and adaptability.
 - b. The Project will promote the conservation of natural features and resources through the preservation of the required open space.
 - c. The Project will promote innovation in land use planning and development.
 - d. The Project will promote and ensure greater compatibility of design and better use between neighboring properties.
 - e. The Project will promote the preservation of open space for parks/open space and passive recreation.
4. The Project meets the following qualification requirements of Section 17.02 of the Zoning Ordinance:
 - a. The Project meets the minimum size of five (5) acres required by the Zoning Ordinance.
 - b. The PUD site exhibits significant natural features encompassing more than twenty-five (25%) percent of the land area of the PUD which will be preserved as a result of the PUD plan.
5. The Planning Commission also finds that the Project complies with the general PUD design considerations of Section 17.05 of the Zoning Ordinance, as follows.
 - a. The storm water management system for the Project and the drainage facilities will properly accommodate storm water on the site, will prevent run off to adjacent properties, and are consistent with the Township's groundwater protection strategies.

- b. The Project will not interfere with or unduly burden the water supply facilities, the sewage collection and disposal systems, or other public services such as school facilities, park and recreation facilities, etc.
- c. Utility services within the Project shall be underground. This includes but is not limited to electricity, gas lines, telephone, cable television, public water and sanitary sewer.
- d. The internal road system in the Project is designed to limit destruction of existing natural vegetation and to decrease the possibility of erosion.
- e. Vehicular circulation, traffic and parking areas have been planned and located to minimize effects on occupants and users of the Project and to minimize hazards to adjacent properties and roadways.
- f. Parking requirements for each use have been determined to be in accordance with Chapter 24 (Parking, Loading Space, and Signs).
- g. Lighting within the Project shall comply with the Township's Subdivision Control Ordinance.
- h. Buildings in the Project have been sited to protect natural resources. Natural features such as natural grade, trees, vegetation, water bodies and others have been incorporated into the Final Site Plan.
- i. Landscaping, natural features, open space and other site amenities have been located in the Project to be convenient for occupants of and visitors to the PUD.
- j. The predominant building materials have been found to be those characteristic of Grand Haven Charter Township such as brick, wood, native stone and tinted/textured concrete masonry units and/or glass products.
- k. The Project is reasonably compatible with the natural environment of the site and the adjacent premises.
- l. The Project will not unduly interfere with the provision of adequate light or air, nor will it overcrowd land or cause an unreasonably severe concentration of population.
- m. The Project will not have a substantially detrimental effect upon or substantially impair the value of neighborhood property, as long as all of the standards and conditions of this approval of the Project are satisfied.
- n. The Project is in compliance with all applicable Federal, State, County, and local laws and regulations. Any other permits for development that may be required by other agencies shall be available to the Township Board before construction is commenced.
- o. The Project provides adequate accessibility for a residential subdivision with more than 24 dwelling units (i.e. more than one separate access)
- p. The Project satisfies and exceeds the minimum open space of 25 percent required by the Zoning Ordinance. The Project further satisfies and, in fact, exceeds the Zoning Ordinance requirement that at least 25 percent of the open space is open to the residents of the Project.
- q. The open space in the Project is large enough and properly dimensioned to contribute to the purpose and objectives of the PUD.
- r. The open space in the Project consists of contiguous land area which is restricted to non-development uses.
- s. The open space shall remain under common ownership or control.
- t. The open space shall be set aside by a means of conveyance approved by the Township Board, which conveyance satisfies the requirements of Section 17.05.5.G of the Zoning Ordinance.
- u. The Project does abut a single family residential district. The proposed open space in

this development shall provide adequate separation.

- v. The Project is consistent with the goals and objectives of the Master Land Use Plan. Specifically, it is consistent with the Master Plan designation of the property in question.

VIII. PUBLIC HEARING – PUD Amendment Bignell Ridge Condominiums (26 units)

Redick was excused from the public hearing and deliberations because his residence is located within the public notification area.

LaMourie opened the public hearing at 8:04 p.m.

Cargo provided a brief overview of the PUD amendment application through a July 14th memorandum. Cargo noted that the PUD agreement will be the same for all conditions and previously approved aspects of the PUD, except for the amendments requested. Cargo noted that the addition of three units will require some new taps to the water and sewer system and will require that the roadways be opened for construction.

Michael R. McGraw of Eastbrook Homes and Arne Larsen of Holland Engineering provided a detailed review of the proposed changes to the PUD.

Robert Bos of 15261 Groesbeck Street asked the price of the condominium units and whether they could be rented. Cargo noted that the units can be rented and that there were no restrictions within the original PUD on the rental of units nor does the Township have any rental regulations.

McGraw noted that the size of the units will be about 1,360 square feet on the main level (*with an additional 150 square feet if a sunroom is included*). Further, most owners finish between 500 and 1,000 square feet on the lower level. The cost for the units are expected at between \$250,000± to \$300,000.

LaMourie closed the public hearing at 8:15 p.m.

IX. OLD BUSINESS – Second Phase

Motion by Kieft, supported by Kantrovich to recommend to the Township Board approval of the requested PUD amendment to the “Bignell Ridge Condominiums” on parcel number 70-07-02-276-004, as shown on the site plan dated (06/30/2014) and pursuant to the attached report. This approval is conditioned upon the following:

1. A new detailed landscape plan adjacent to 152nd Avenue and Groesbeck must be submitted and approved by the Planning Commission prior to construction of any additional units.
2. All proposed condominium units in this Development shall be consistent with the approved architectural renderings submitted with the application (*in terms of design, materials, and colors*).
3. The Developer shall enter into a PUD Agreement with the Township which outlines the findings and conditions of approval for this development. This agreement shall be

reviewed and approved by the Township Board prior to the final approval of this development.

Which motion carried.

REPORT

Pursuant to the provisions from the Grand Haven Charter Township (the “Township”) Zoning Ordinance (the “Zoning Ordinance”), the following report is submitted from the Grand Haven Charter Township Planning Commission (the “Planning Commission”) concerning an application by Eastbrook Homes (the “Developer”) for approval of a Planned Unit Development amendment (the “Project” or the “PUD”). The Project will consist of a multiple-family residential development consisting of ten (10) two-unit buildings; one (1) three-unit building and three (3) single-unit buildings, for a total of twenty three (26) total units, along with 3.51 acres of qualifying open space on a development area totaling 8.77 acres in size.

The Project as recommended for approval is shown on a final site plan, last revised 07/01/14 (the “Final Site Plan”), presently on file with the Township. The purpose of this report is to state the recommendation of the Planning Commission concerning the amended Project, the basis for the Planning Commission’s recommendation, and the Planning Commission’s recommendation that the Bignell Ridge Condominiums PUD amendment be approved as outlined in the above-motion.

The developer shall comply with all of the documentation submitted to the Township for this Project. In recommending the approval of the proposed PUD Amendment, the Planning Commission makes the following findings pursuant to Section 17.04.3 of the Zoning Ordinance:

1. The Project 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. 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. The general purposes and spirit of this ordinance and the master plan of the township are maintained.
2. The Planning Commission finds that the Project meets the intent for a PUD, as described in Section 17.01.3 of the Zoning Ordinance. By approving this Project as a PUD Amendment, the Township has been able to negotiate various amenities and design characteristics, as well as additional restrictions, with the Developer which the Township would not be able to negotiate if the PUD Chapter of the Zoning Ordinance were not used.
 3. Compared to what could have been constructed by right, the Project has been designed to accomplish the following objectives from Section 17.01.4 of the Zoning Ordinance:
 - a. The Project will encourage the use of land in accordance with its natural character and adaptability.
 - b. The Project will promote the conservation of natural features and resources through the preservation of the required open space.
 - c. The Project will promote innovation in land use planning and development.
 - d. The Project will promote and ensure greater compatibility of design and better use between neighboring properties.
 - e. The Project will promote the preservation of open space for parks/open space and passive recreation.
 4. The Project meets the following qualification requirements of Section 17.02 of the Zoning Ordinance:
 - a. The Project meets the minimum size of five (5) acres required by the Zoning

- Ordinance.
- b. The PUD site exhibits significant natural features encompassing more than twenty-five (25%) percent of the land area of the PUD which will be preserved as a result of the PUD plan.
5. The Planning Commission also finds that the Project complies with the general PUD design considerations of Section 17.05 of the Zoning Ordinance, as follows.
- a. The storm water management system for the Project and the drainage facilities will properly accommodate storm water on the site, will prevent run off to adjacent properties, and are consistent with the Township's groundwater protection strategies.
 - b. The Project will not interfere with or unduly burden the water supply facilities, the sewage collection and disposal systems, or other public services such as school facilities, park and recreation facilities, etc.
 - c. Utility services within the Project shall be underground. This includes but is not limited to electricity, gas lines, telephone, cable television, public water and sanitary sewer.
 - d. The internal road system in the Project is designed to limit destruction of existing natural vegetation and to decrease the possibility of erosion.
 - e. Vehicular circulation, traffic and parking areas have been planned and located to minimize effects on occupants and users of the Project and to minimize hazards to adjacent properties and roadways.
 - f. Parking requirements for each use have been determined to be in accordance with Chapter 24 (Parking, Loading Space, and Signs).
 - g. Lighting within the Project shall comply with the Township's Subdivision Control Ordinance.
 - h. Buildings in the Project have been sited to protect natural resources. Natural features such as natural grade, trees, vegetation, water bodies and others have been incorporated into the Final Site Plan.
 - i. Landscaping, natural features, open space and other site amenities have been located in the Project to be convenient for occupants of and visitors to the PUD.
 - j. The predominant building materials have been found to be those characteristic of Grand Haven Charter Township such as brick, wood, native stone and tinted/textured concrete masonry units and/or glass products.
 - k. The Project is reasonably compatible with the natural environment of the site and the adjacent premises.
 - l. The Project will not unduly interfere with the provision of adequate light or air, nor will it overcrowd land or cause an unreasonably severe concentration of population.
 - m. The Project will not have a substantially detrimental effect upon or substantially impair the value of neighborhood property, as long as all of the standards and conditions of this approval of the Project are satisfied.
 - n. The Project is in compliance with all applicable Federal, State, County, and local laws and regulations. Any other permits for development that may be required by other agencies shall be available to the Township Board before construction is commenced.
 - o. The Project provides adequate accessibility for a residential subdivision with more than 24 dwelling units (i.e. more than one separate access)
 - p. The Project satisfies and exceeds the minimum open space of 25 percent required by the Zoning Ordinance. The Project further satisfies and, in fact, exceeds the Zoning Ordinance requirement that at least 25 percent of the open space is open to the

- residents of the Project.
- q. The open space in the Project is large enough and properly dimensioned to contribute to the purpose and objectives of the PUD.
 - r. The open space in the Project consists of contiguous land area which is restricted to non-development uses.
 - s. The open space shall remain under common ownership or control.
 - t. The open space shall be set aside by a means of conveyance approved by the Township Board, which conveyance satisfies the requirements of Section 17.05.5.G of the Zoning Ordinance.
 - u. The Project does abut a single family residential district. The proposed open space in this development shall provide adequate separation.
 - v. The Project is consistent with the goals and objectives of the Master Land Use Plan. Specifically, it is consistent with the Master Plan designation of the property in question.

X. **REPORTS**

- a. Attorney Report - None
- b. Staff Report
 - Cargo noted that a planner has been recommended to the Personnel Committee and that expects confirmation on Tuesday.
 - Cargo noted that Schultz Excavating should submit a modified site plan on Tuesday, July 22nd.
 - Cargo noted that the Christian Reformed Conference Grounds have submitted an amendment to their previously approved site plan that will address the damage that occurred this past winter.
 - Cargo noted that the PUD application for the 204-unit apartment complex at 168th and Comstock should be submitted later this week
- c. Others - None

XI. **EXTENDED PUBLIC COMMENTS PERTAINING TO NON-AGENDA ITEMS**
None.

XII. **ADJOURNMENT**

Without objection, the meeting adjourned at 8:22 p.m.

Respectfully submitted,



William D. Cargo
Acting Recording Secretary