



Cedar Springs Planning Commission Meeting

MINUTES

Tuesday, April 11th, 2017

7:00 p.m.

**Cedar Springs City Hall
66 S. Main St.
Cedar Springs, Michigan**

1. **Owens** called the meeting to order at 7 p.m. The Pledge of Allegiance was recited.

2. ROLL CALL:

Ms. Lisa Atchison	<u>Present</u>
Mr. Dale Bray	<u>Present</u>
Mrs. Kathy Bremmer	<u>Present</u>
Mr. Clint Conley	<u>Present</u>
Ms. Sarah Hendricks	<u>Excused</u>
Mr. Jerry Hall	<u>Present</u>
Mr. Perry Hopkins	<u>Present</u>
Mr. Mark Laws	<u>Present</u>
Mr. Craig Owens	<u>Present</u>

3. Present: Carmine Avantini, Michael Womack, and Rebecca Newland.

4. Motion to approve the minutes of the Regular Meeting March 7th, 2017.

Motion by **Bray** supported by **Atchison** to approve the minutes of the Regular Meeting March 7th, 2017.

Voice Vote **8-0** **Motion Carried.**

5. APPROVAL OF AGENDA.

Motion by **Hopkins** supported by **Bray** to approve the agenda as presented.

Voice Vote **8-0** **Motion Carried.**

6. PUBLIC COMMENTS.

Those citizens wishing to speak on agenda and non-agenda items will be allowed a maximum of four minutes each to address their concerns. This is the only time during the meeting that citizens are allowed to address the Planning Commission. Please state your name and address for the record.

Bob Truesdale- The proposed veteran house does not have any changes and he does not feel that a new site plan is required because nothing is changing. He provided the City Manager with a parking solution. He spoke with the City Manager from Sparta and reported similar projects over the years.

Kurt Mabie- The library will be closing down the last week of April and opening the first week in May. The Grand opening is planned for May 13th. There is also a Gala this Saturday that will have approximately 275 people to celebrate the long term project.

7. SCHEDULED PUBLIC HEARINGS.

- A. PUBLIC HEARING FOR A SPECIAL LAND USE OF THE BROOK RETIREMENT FACILITY, 4170 SOLON RD, NE, CEDAR SPRINGS, MI, 49319: The applicant is seeking special land use approval for a Congregate facility (more than 20 adults 24 hours per day) on land located at 4170 Solon Rd., NE. The Municipal Code, Sec. 40-570 and 571 require approval from the Planning Commission for this request. The property is zoned AG-RES (a Solon Township designation), the applicant requests rezoning to a Cedar Springs designation, R-3, and Special Land Use approval in that district. The parcel number is 41-02-25-300-048.

Motion by **Bremmer** supported by **Hopkins** to open the public hearing for the Special Land use of The Brook Retirement facility at **7:12 p.m.**

Voice Vote

8-0

Motion Carried.

Avantini reported that the project fits in well with the proposed use and existing zoning requirements. **Hall** asked if the extra parking spots were going to remain on the property. Katie from the Sydack group reported that she believes they plan on keeping the extra parking spaces, but is not certain.

No public comments

Motion by **Hopkins** supported by **Bray** to close the public hearing on the special land use of The Brook Retirement facility at **7:17 p.m.**

Voice Vote

8-0

Motion Carried.

- B. PUBLIC HEARING FOR THE ADOPTION OF THE PROPOSED MASTER PLAN FOR THE CITY OF CEDAR SPRINGS. In accordance with Michigan Planning Enabling Act (Act 33 of 2008), and related amendments, the City shall conduct a

public hearing and shall also submit notice to each entity receiving the notice of intent to plan.

Motion by **Hopkins** supported by **Bremmer** to open the public hearing for the adoption of the proposed master plan for the City of Cedar Springs at **7:17 p.m.**

Voice Vote **8-0** **Motion Carried.**

Womack suggested that the Planning Commission adopt the Master Plan and not send it to the City Council as a recommendation. **Avantini** stated that the commission can adopt the master plan as is and make non-substantial changes after it is approved. Changes suggested: page 2 addition of the library, add the library on the map, ~~page 13 enhance motors on White Pine trail~~, clarification on intent to relocate the City Administrative offices near the Heart of Cedar Springs, added community events of renaissance festival and car shows, and add Legacy Park as a wetland preserve.

No public comment.

Motion by **Hopkins** supported by **Atchison** to close the public hearing on the adoption of the proposed master plan for the City of Cedar Springs at **7:32 p.m.**

Voice Vote **8-0** **Motion Carried.**

8. NEW BUSINESS.

A. Special Land Use of the Brook Retirement Facility

Motion by **Hall** supported by **Hopkins** to approve the special land use for The Brook Retirement Facility.

Voice Vote **8-0** **Motion Carried.**

B. Adoption of the Proposed Master Plan

a. Small error on P.11/12 as reported by Kent County Road Commission

Motion by **Owens** supported by **Hopkins** to adopt resolution 2017-01 with the changes “to approve” and “to adopt” the City of Cedar Springs Master Plan.

Roll Call Vote **8-0** **Motion Carried.**

Any subtle changes shall be emailed to the City Manager to review.

C. Addition of new agenda item language: “Conflicts of interest and ex-parte communication inquiry” to comport with impartiality best practices.

- a. Commission members shall declare a conflict of interest and abstain from participating in a hearing or deliberations on a request or application.
- b. Commission members whom experience ex-parte communication with an applicant or any agent of an applicant are required to disclose the details of the communication.
- c. Commission members shall state whether he/she believes he/she could impartially consider the request or application before the Commission.

9. OLD BUSINESS.

A. None

10. OPEN DISCUSSION FOR ISSUES NOT ON THE AGENDA.

A. Correspondence.

1. Strong Towns Workshop May 18, 2017 8:30am-4pm Grand Haven Community Center. Please let the Clerk know as soon as possible if you would like to attend. Reservations due no later than May 4, 2017 to the Clerk.

B. Staff Comments.

1. City Manager.

B. Planning Commission Members.

Bremmer- thanked the city for the opportunity to attend Planning and Zoning seminars.
Hopkins- reported that there are many events happening in the community; Gala, hot dog shop opening, grand opening of the library, ½ way to Red Flannel Day event, and renaissance festival.

Hall- the clock tower clocks will be replaced with a permanent clock in the coming weeks.

Laws- asked what to do for the Bob Truesdale proposed business. He stated that the board should have it to decide. He stated that the proposed business falls within the goals of the master plan.

Bremmer- asked laws if he has worked for Bob Truesdale in the past.

Laws- stated that he has never worked for Bob Truesdale, but he does donate his time to move furniture in behest of Betty Truesdale and donates his time so Bob does not have another heart attack.

11. REPORT OF THE CITY COUNCIL REPRESENTATIVE.

Hall reported that the City Council toured the CS Manufacturing building and it was amazing. The site plan that was approved for the new part of the building will be used to build new doors.

12. REPORT OF THE PLANNING CONSULTANT.

Avantini stated that the library looks great.

13. ADJOURNMENT.

Motion by **Hopkins** supported by **Bremmer** to adjourn.

Voice Vote

7-1

Motion Carried.

Meeting adjourned at 7:55 p.m.

Rebecca Newland, City Clerk

Craig Owens, Chairperson