



Cedar Springs Planning Commission Meeting

MINUTES

Tuesday, December 5th, 2017

7:00 p.m.

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

1. **Owens** called the meeting to order at 7:02 p.m. The Pledge of Allegiance was recited.

2. ROLL CALL:

Ms. Lisa Atchison	<u>Present</u>
Mr. Dale Bray	<u>Absent</u>
Mrs. Kathy Bremmer	<u>Present</u>
Mr. Clint Conley	<u>Present</u>
Mr. Jerry Hall	<u>Present</u>
Mr. Perry Hopkins	<u>Present</u>
Mr. Mark Laws	<u>Excused</u>
Mrs. Renee Race	<u>Present</u>
Mr. Craig Owens, Chairperson	<u>Present</u>

3. Recognition of planning officials, engineering or legal representation.

Timothy Johnson (City Planner), Michael Womack (City Manager), and Rebecca Newland (City Clerk).

4. Motion to approve the minutes of the Regular Meeting November 14th, 2017.

Motion by **Bremmer** supported by **Hopkins** to approve the minutes of the Regular Meeting November 14, 2017 as presented.

Voice Vote

7-0

Motion Carried.

5. APPROVAL OF AGENDA.

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

Voice Vote

7-0

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.

None.

7. CONFLICTS OF INTEREST AND EX-PARTE COMMUNICATION INQUIRY

None.

8. SCHEDULED PUBLIC HEARINGS.

A. Public Hearing For An Ordinance To Amend Chapter 40 Sec. 40-540-557. –Sign Standards Of The Code Of Ordinances Of The City Of Cedar Springs, Michigan

Motion by **Hall** supported by **Bremmer** to open the public hearing An Ordinance To Amend Chapter 40 Sec. 40-540-557. –Sign Standards Of The Code Of Ordinances Of The City Of Cedar Springs, Michigan.

Voice Vote

7-0

Motion Carried.

Womack reported a comment that he received from the public regarding the clarity of the language for menu board signs.

Johnson reported that as the ordinance reads the menu board is exempt if it is placed next to the drive through lane. **Owens** stated that the language was clear that it can be placed anywhere in the drive through lane.

Motion by **Hopkins** supported by **Atchison** to close the public hearing at 7:10 p.m.

Voice Vote

7-0

Motion Carried.

9. NEW BUSINESS.

A. Highway Commercial section table of uses additions

Womack reported a public comment regarding the possibility of permitting the use for a marijuana dispensary in the HC district. **Johnson** reported that a formal ordinance regarding marijuana that will specifically address marijuana. **Owens** would like to have clarification on drug retail stores currently permitted.

Hall suggested adding hotel, sports store, building supply equipment and boat repair to permitted use. **Bremmer** would like to see the blank spaces in the ordinances be addressed (N/A, P, or SLU).

Womack will clarify Open Air Business, Greenhouse & Nursery, and bring back the blank spaces for the next meeting.

B. Ordinance 157

- a. **Womack** will bring language back regarding brightness of lighting in the current code of ordinances.
- b. **Johnson** recommended a public hearing prior to the Planning Commission making a recommendation to City Council for action and potentially requiring a photo metric plan in the site plan.
- c. **Owens** asked members of the board to review the ordinance for information that needs to be kept and send an email to the City Manager that identifies areas that need to be kept.

C. Site Plan Draft Package

Womack stated that the intent is to reduce the number of already in use buildings coming to the Planning Commission. **Johnson** requested feedback regarding introducing a acreage threshold for expansion or change of use of a building. He stated that if the Zoning Administrator can present applications that they are not comfortable with to the Planning Commission. **Owens** would like to see all new builds do a full site plan review. **Johnson** will present a written list of options on how to proceed. **Bremmer** inquired on requiring businesses to bring conditions up to current ordinance if a new business moves into an old building. **Johnson** discussed potentially adding language to the Site plan Chapter to correct known issues/sins of the past.

D. Sketch Plan Draft Package

E. Motion To Approve Resolution 2017-01 A Resolution To Establish The Regular Meeting Dates Of The Planning Commission From January 2018 Through December 2018.

Motion by **Hall** supported by **Hopkins** to approve Resolution 2017-01 A Resolution To Establish The Regular Meeting Dates Of The Planning Commission From January 2018 Through December 2018.

Roll Call Vote

7-0

Motion Carried.

10. OLD BUSINESS.

- A. Motion to recommend to City Council an Ordinance To Amend Chapter 40 Sec. 40-540-557. –Sign Standards Of The Code Of Ordinances Of The City Of Cedar Springs, Michigan
 - a. Ground Sign Sizes
 - i. Advanced Auto 72 Square Feet, 6 feet tall
 - ii. Dollar Tree 63 Square Feet, 7 feet tall
 - iii. Choice One Bank 90 Square Feet, 9 feet tall
 - iv. White Creek Strip Mall 84 Square Feet, 14 feet tall
 - v. Taco Bell 108 Square Feet, 18 feet tall
 - vi. Rite Aid 90 Square Feet, 9 feet tall
 - vii. Independent Bank 81 Square Feet, 9 feet tall

Motion by **Atchison** supported by **Hall** to keep item Section 40-542 item #16 For wall signs in the B-2, Central Business District, box signs are prohibited as proposed.

Atchison, Conley, Hall, Owens- Yes

Hopkins, Bremmer, Race- No

Roll Call Vote

4-3

Motion Carried.

Motion by **Hopkins** supported by **Atchison** to recommend to City Council the Ordinance To Amend Chapter 40 Sec. 40-540-557. –Sign Standards Of The Code Of Ordinances Of The City Of Cedar Springs, Michigan.

Voice Vote

7-0

Motion Carried.

B. Industrial section table of uses additions

- a. Data Center/Information Center
- b. Marijuana facilities
- c. Winery/Distillery/Brewery

C. Sec. 40-447. - Landscaping requirements.

Womack stated that he will bring a solidified version to the next Planning Commission meeting. **Johnson** stated that the ordinance would allow the Planning Commission the discretion to modify site by site landscaping.

11. OPEN DISCUSSION FOR ISSUES NOT ON THE AGENDA.

A. Correspondence.

- 1. City Council Bee Keeping Ordinance Public Hearing to be scheduled for January Meeting at second reading.

2. Solon Township Master Plan distribution

B. Staff Comments.

1. City Manager.

D. Planning Commission Members.

Atchison stated that because she was elected to the City Council she will be resigning from the Planning Commission.

Bremmer thanked staff for all of the hard work they have completed.

Conley stated that this is important work and it is an investment in the future.

Hopkins said that he wanted to board to do what is best for Cedar Springs. He was also glad to see positive changes in the ordinances.

Owens reported that none of us are as smart as all of us.

Race has enjoyed working on the board and is trying to absorb as much as possible.

Hall thanked Atchison and Hopkins for the many years of work for the Planning Commission.

12. REPORT OF THE CITY COUNCIL REPRESENTATIVE.

13. REPORT OF THE PLANNING CONSULTANT.

14. ADJOURNMENT.

Motion by **Bremmer** supported by **Hall** to adjourn at 9:20 p.m.

Voice Vote

7-0

Motion Carried.

Rebecca Newland, City Clerk

Craig Owens, Chairperson