



Cedar Springs Planning Commission Meeting

MINUTES

Tuesday, February 06, 2018

7:00 p.m.

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

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

Clerk issued the Oath of Office to Daniel McGrath.

2. ROLL CALL:

Mr. Dale Bray	<u>Present</u>
Mrs. Kathy Bremmer	<u>Present</u>
Mr. Clint Conley, Vice-Chairperson	<u>Present</u>
Mr. Jerry Hall	<u>Excused</u>
Mr. Mark Laws	<u>Absent</u>
Mr. Daniel McGrath	<u>Present</u>
Mr. John Nixon	<u>Present</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 January 09, 2018.

Motion by **Bremmer** supported by **Bray** to approve the minutes of the Regular Meeting January 09, 2018 as presented.

Voice Vote

7-0

Motion Carried.

5. APPROVAL OF AGENDA.

Motion by **Bremmer** supported by **McGrath** 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.

Kurt Brown remarked that Local Impact has been very helpful in finding housing .

Flossie Jones stated that it is not just an organization, but they also provide emotional support to the participants.

Helen Woods said that Local Impact helped her with a stove and dryer.

7. CONFLICTS OF INTEREST AND EX-PARTE COMMUNICATION INQUIRY

None.

8. SCHEDULED PUBLIC HEARINGS.

A. 40 W Beech SLU

Owens opened the public hearing at 7:09 p.m.

Public Comment:

Belmont stated that he has been living in the home for the last 10 years and is looking to sell it. He needs to provide proof to the bank that a home could be rebuilt if it were to burn down.

Owens closed the public hearing at 7:10 p.m.

Motion to by **McGrath** supported by **Conley** to grant the Special Land Use at 40 W Beech Street for a residential home that does not have main street frontage, the decision is based on the substantial evidence presented to the Planning Commission that the Special Land Use has met approval standards.

Voice Vote

7-0

Motion Carried.

- B. 288 Main SLU
 - a. Site Plan and Special Land Use Review
 - b. Planner's Report
 - c. Engineer's Report

Owens opened the public hearing at 7:15 p.m.

Public Comment:

Bergsma stated that he looking forward to being part of the growth that is happening in the town. He stated for the record that local impact is not affiliated with Resurrection Church. He is happy to comply with what the Planning Commission needs to get the location up and running.

Dawn Reyburn expressed that she was in support of the project.

Jennifer Strong stated she was a driver for the organization. She explained that they take the families in and make them a part of their own family.

Owens closed the public hearing at 7:27 p.m.

Johnson reviewed his report. The Planning Commission discussed the proposed motion/requirements. The Planning Commission would like the site plan revised to comply with the following requirements:

- 1) The City Building Inspector shall determine the maximum occupancy load of the building which shall be used to determine the required number of off street parking spaces as set forth in the City Zoning Ordinance. Once this number is determined the applicant shall provide this number of spaces on the site plan or seek alternative means to obtain approval of the parking. If necessary the applicant can seek a deferment of the parking to be brought back to the Planning Commission for approval at a later date.
- 2) The parking spaces will need to be set back a minimum of 5 feet from the front lot line. Planning Commission preferred a planter island as a barrier between the sidewalk and parking, but one was not required.
- 3) Planning Commission would waive the 10ft parking lot side setback, but require a parking blocks/barricades on the length of the parking lot on the north lot line.
- 4) Revise the site plan to provide at least one light within the parking lot.
- 5) Revise the site plan to reflect current landscaping and trees and the commission shall approve of the landscaping contingent upon the passing of the revised landscaping ordinance.
- 6) Site plan shall be revised to comply with item 9-13 of the City Planners Report dated January 25, 2018.

Motion to table the Site Plan and the Special Land Use at 288 Main for the use as a community center facility.

C. Landscaping Ordinance

Owens opened the public hearing at 8:27 p.m.

Public Comment: None

Owens closed the public hearing at 8:28 p.m.

Motion by **Owens** supported by **Bremmer** to recommend approval of Landscaping Ordinance to City Council as presented.

Voice Vote

7-0

Motion Carried.

D. Site Plan Ordinance Amendment

- a. Remove 40-56 (a)
- b. Add language to allow permit a sketch plan that was denied by the Zoning administrator to be appealed to the planning Commission.
- c. Sec. 40-49-Remove language regarding Zoning Administrator only reviewing accessory buildings less than 200 square feet?
- d. Sec. 40-50-Include language requiring “and a high-resolution electronic copy” as part of application submission to Planning Commission

Owens opened the public hearing at 8:29 p.m.

Public Comment: None

Owens closed the public hearing at 8:30 p.m.

Recommended Changes:

- 1) Keep all the suggested changes in red.
- 2) Special land uses. See also Section 40-_____ (Fill in blank)
- 3) A change in the use of a building or property or an expansion of a building ~~or use for or an expansion of an existing parking lot to add~~ which results in the need for more parking spaces.
- 4) b) Site plans subject to review by the Planning Commission shall comply with the application and submittal requirements of Sections 40-____ and 40-_____ herein. (Fill in blank spaces)

Motion to recommend approval of Site Plan Ordinance Amendment to City Council with recommended changes.

Voice Vote

7-0

Motion Carried.

E. SLU Ordinance Amendment

Owens opened the public hearing at 8:40 p.m.

Public Comment: None.

Owens closed the public hearing at 8:41 p.m.

Motion by **Owens** supported by **Bray** to recommend approval of Special Land Use Ordinance Amendment to City Council as presented.

Voice Vote

7-0

Motion Carried.

9. NEW BUSINESS.

A. PC Review

a. Yearly Summary

i. 2016

ii. 2017

b. Attendance Report

	1/10/17	3/7/17	4/11/17	6/6/17	7/11/17	8/8/17	9/5/17	10/3/17	11/14/17	12/5/17	Meetings Attended
Atchison	1	1	1	1	1	1	1	1	0	1	9/10
Bray	1	1	1	1	1	1	1	1	0	0	8/10
Bremmer	1	1	1	1	1	1	1	1	1	1	10/10
Conley	1	0	1	1	0	1	1	1	1	1	8/10
Hendricks	1	1	0	--	--	--	--	--	--		2/3
Hall	1	1	1	1	1	0	1	0	1	1	8/10
Hopkins	1	1	1	1	1	1	1	1	1	1	10/10
Laws	0	1	1	1	0	0	1	1	0	0	5/10
Owens	1	1	1	1	1	1	1	1	1	1	10/10
Race							1	1	1	1	4/4

B. Review Bylaws (Last Reviewed in May 2016)

Owens would like to add “exparte communications” to the agenda section of the bylaws. **Bremmer** made the suggestion to change membership to member, removal “of” in Section 2 Item I, and capitalize “The” in Section 2 Item J.

C. Sec. 40-408. - Table of district regulations.

a. Request to change maximum height from 45 ft to 50 ft and from 3 stories to 4 stories.

- b. If PC agrees to consider these changes we will set Public hearing for Planning Commission for March 06, 2018
 - i. Proposed first read at City Council for March 08, 2018
 - ii. Proposed second read at City Council for April 12th, 2018

Owens stated that he would like to schedule a public hearing at the next meeting.

D. Discussion on accessory buildings.

- a. Maximum height and setbacks
 - i. Current maximum height is 14 foot in residential district
 - ii. Current setback is 5 foot to property line
 - iii. Approached with request to allow 23 foot tall garage in residential district
- b. Review of other municipal ordinances
 - i. Greenville-3 feet to lot line, maximum height 15 feet
 - ii. Belding-3 feet to lot line, maximum height 14 feet
 - iii. Cascade Township
 - 1. up to 14 feet tall=10 foot side yard setback and 25 foot rear setback
 - 2. 15-18 feet tall=40 foot rear and side setback
 - 3. 19-22 feet tall=60 side and rear setback
 - iv. Holland-"average height" must equal 12 feet-average height calculated as eve height plus peak height divided by 2 the setback requirement is 3 feet but can be 2 feet if wall material is one hour fire rated
 - v. Sparta- no maximum height listed in residential district, maximum height in non-residential district is same as primary building, setback requirement is 5 feet
- c. Garages for sale with height
 - i. Garage with 10 foot ceilings-11 foot 7 inches building height
 - ii. Garage with 12 foot ceilings-15 feet 9 inches building height
 - iii. Garage with loft-23 feet building height
 - iv. Garage with loft-26 feet building height
- d. Proposed Ordinance change at next meeting

No action taken on the discussion item because the applicant was not present.

10. OLD BUSINESS.

- A. New Light Ordinance/Parking Ordinance to repeal Ord 157 (Mike)
 - a. Michigan Association of Planning Exterior Lighting information
 - b. Illuminating Engineering Society-International Dark Sky Association Model Lighting Ordinance

Johnson will present a finalized ordinance at the next meeting.

- B. Table of Uses-Blank Spot suggestions
 - a. Incubator facilities = N/A
 - b. Repair of motorcycles, snowmobiles, all-terrain vehicles, boats (permitted as accessory use) and similar vehicles which are required to be licensed by the State of Michigan.= N/A in HC district, SLU in B-3 and MU district.
 - c. Indoor recreation establishments- Include examples of indoor recreation and exclude shooting range.

- C. Mixed Use Table of uses
 - a. Outdoor storage, as either the principal use or accessory to another use=N/A
 - b. Medical and dental office buildings and clinics (under 10,000 sq. feet) = P
 - c. Professional or business office buildings (under 10,000 sq. feet) = P
 - d. Contractor yards, building materials storage = SLU
 - e. Production of merchandise on the premises, provided that the building is less than 10,000 square feet and such production shall not be detrimental either by odor, noise, vibration, or smoke to the nearest occupied dwelling. = SLU
 - f. Create one category for contractors to simplify the table of uses.

- D. Industrial Table of Uses
 - a. Indoor shooting range = P
 - b. Machine shops and tool and die Establishments = P

- E. Highway Commercial Table of Uses
 - a. No additional recommendations at the last PC meeting.

- F. Outdoor Smoker/Barbeque
 - a. Memo suggesting correct path to permit would be ordinance amendment.
 - b. News articles regarding Cascade Township
 - c. MAP Zoning Ordinance Interpretation

Nixon stated that a barbeque restaurant just opened in Rockford.

- G. 4175 Seventeen Mile Rd. land split request
 - a. Recommended language from 4175 Seventeen Mile Rd. owner
 - b. Driveway access concerns
 - c. City Planner ZBA memo

Womack stated that reducing the setback in the HC district could open the possibilities of expanding the use in the district. **Owens** was willing to explore the idea of making changes to the ordinances to allow closer setbacks. **Race**

stated that Knapps Corner is an example multiple businesses placed in the same lot that use the same entrance.

11. OPEN DISCUSSION FOR ISSUES NOT ON THE AGENDA.

- A. Correspondence.
- B. Staff Comments.
 - i. City Manager
 - ii. City Clerk
- C. Planning Commission Members.

Bremmer appreciated the hard work on the minute index.

12. REPORT OF THE CITY COUNCIL REPRESENTATIVE.

None.

13. REPORT OF THE PLANNING CONSULTANT.

Johnson stated the Planning Commission has made significant progress on some major projects since he started working with the City.

14. ADJOURNMENT.

Motion by **Bray** supported by **Nixon** to adjourn at 9:18 p.m.

Voice Vote

7-0

Motion Carried.

Rebecca Newland, City Clerk

Craig Owens, Chairperson