



**Minutes of the Regular Meeting of the
Cedar Springs Planning Commission**

Tuesday, August 11, 2015

7:00 p.m.

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

1. The Meeting was Called to Order by Chairperson **Craig Owens** at 7:00 p.m. The Pledge of Allegiance was recited.

2. <u>ROLL CALL:</u>	Ms. Lisa Atchison	Excused
	Mr. Dale Bray	Excused
	Mrs. Kathy Bremmer	Present
	Mr. Clinton Conley	Present
	Ms. Sherri Foster	Present
	Mr. Jerry Hall	Present
	Mr. Perry Hopkins	Present
	Mr. Mark Laws	Present
	Mr. Craig Owens, Chairperson	Present

3. City Planner **Carmine Avantini** was recognized as being in attendance.

4. **Motion by Bremmer, supported by Hall, to approve the minutes of the Regular Meeting of July 7, 2015.**

VOTE: 7 – 0, Motion Carried.

5. **Motion by Hopkins, supported by Bremmer, to approve the agenda.**

VOTE: 7 – 0, Motion Carried.

6. There were no public comments.

7. There were no scheduled public hearings.

8. NEW BUSINESS.

A. Community Building Development Team preliminary site plan review:
Avantini stated the proposed development was a tricky location as it was near to the area that would soon be designated as the Downtown PUD. Proposed for the site was a public library, pedestrian boardwalk, outdoor

amphitheatre and associated parking. The site is located in the B-3 (Highway Business District.) A library may only be constructed with Special Land Use approval in the B-3 District. B-3 zoning is typically a more suburban development area, he explained. One option available to the developers would be to request a PUD. for the property which would allow the Planning Commission to deviate somewhat from zoning regulations should there be a good reason to do so.

Hall suggested including the property into the established downtown PUD.

Avantini felt there were some challenges with the project. Among them:

- providing parking where the Fire Barn is currently located. The building could be there for a long time yet, **Avantini** said.
- the parking lot on N. Main St. has two entryways within 50 feet of each other. Ordinance requirements call for driveways to be spaced a minimum of 185 feet from driveways on the same side of the street.
- the building should be parallel to the street and not on an angle as is indicated on the site plan. He felt it was important to emulate what is currently there with other buildings that are placed square to the road. If that were done, he said, a parking lot could be placed to the north of the building and would not require immediate removal of the fire station for parking.
- the overall height of the library. The proposed Downtown PUD Guidelines call for first floor heights to be a minimum of 14 feet high; while the proposed plan calls for 12 feet.
- portions of the property are owned by the City and proof of control is needed prior to the submission of an application for any zoning approvals, **Avantini** explained.
- It is important to make sure the proposed boardwalk is not located too closely to the Creek to make sure it is not located in a floodplain.

Duane McIntyre, Community Building Development Team representative, stated that even with the Fire Barn situated where it was, the plan still passed parking ordinance requirements. With regard to the library being on an angle, it was their desire that this area be a town square site and they didn't want to block off the view of the Creek or the White Pine Trail. There would be four fronts to the building which would have a turn of the century look, he said.

Kurt Mabie stated the DNR wanted to give the group some right-of-way privileges regarding placement of the amphitheatre. He also stated reasons for the angle of the library building stating if the building were placed square on the site, it would obscure sight of the White Pine Trail. There would be pavement up to the boardwalk and the boardwalk would be elevated, he said.

Mabie questioned whose responsibility it was to request special land use for the library.

Avantini responded that whoever is operating the library should do so.

Sue Wolfe, Community Building Development Team member, stated the group did not want to own the amphitheatre or boardwalk and felt ownership of the property had already been addressed.

City Manager **Thad Taylor** said the City needed to know what the group wanted from the City. It would be up to the City Council to determine if it wanted ownership/maintenance of the boardwalk and amphitheatre. He stated the Council would need to know the exact footprint of what the group needed or wanted from the City. Those discussions had not yet taken place. Did it want the location to be considered a PUD by itself or did it want the proposed downtown PUD to be extended to include the property, he asked. That request needed to be put in writing to be placed on a future agenda.

Mabie asked for the information the City needed to be put in writing.

Tony Owens, Library Board member, stated the library board would also have to meet to determine what it wanted from the City.

B. **Avantini** conducted a brief workshop on the Master Plan process which the Planning Commission will be undertaking in the coming months.

9. There was no old business.

10. OPEN DISCUSSION FOR ISSUES NOT ON THE AGENDA.

A. There was no correspondence.

B. Staff Comments:

Taylor asked Commissioners to consider changing its September meeting date to the second Tuesday of the month to accommodate the developer who was putting together a proposed construction project on White Creek Ave.

There was consensus to change the meeting date to September 8,

Taylor also stated Advance Auto Parts construction was coming along nicely and the City was keeping watch on the building's mechanical units on the top of the building to make sure they could not be seen.

Tractor Supply has been working to make its property look better with screening and paving.

C. Planning Commission Members:

Hall asked about screening at the landscaping company south of town.

11. REPORT OF THE CITY COUNCIL REPRESENTATIVE.

Hall reported that the lot of things were happening.

12. REPORT OF THE PLANNING CONSULTANT.

Avantini said he appreciated all the work that had been done with the library's site plan; but he felt very strongly that the building should be perpendicular to the street to maintain a traditional downtown look. You only get one shot to get it right, he told Commissioners.

13. **Motion by Foster, supported by Hall, to adjourn.**

VOTE: 7 – 0, Motion Carried.

The Meeting adjourned at 9:12 p.m.

Linda Christensen, City Clerk

Craig Owens, Chairperson