



**Cedar Springs Special Planning Commission Meeting
Annual Reorganization Meeting**

Minutes

Tuesday, January 10th, 2017

7:00 p.m.

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

1. City Clerk **Newland** called the Meeting to Order at 7:05 p.m. The Pledge of Allegiance was recited.

City Clerk issued Oath of Office to newly appointed members: Dale Bray, Kathy Bremmer, and Sarah Hendricks

Motion by **Bremmer** supported by **Hopkins** to open the floor for nominations for office of Chairperson

Bremmer supported by **Hopkins** nominated Craig Owens for Chairperson

Motion by **Hopkins** supported by **Atchison** to close floor on nominations for office of Chairperson

Roll Call Vote

8-0

Motion Carried.

Clerk issued Oath of Office to newly elected Chairperson Craig Owens and turned the meeting over to the Chairperson

Motion by **Hall** supported by **Hopkins** to open the floor for nominations for office of Vice-Chairperson

Hall supported by **Bray** nominated Clint Conley for Vice-Chairperson

Bremmer supported by **Hopkins** nominated Lisa Atchison for Vice-Chairperson

Motion by **Hall** supported by **Hopkins** to close floor on nominations for office of Vice-Chairperson

Vote in favor for Clint Conley for Vice-Chairperson.

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

Vote in favor for Lisa Atchison for Vice-Chairperson.

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

Clerk issued Oath of Office to newly elected Vice-Chairperson Lisa Atchison.

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>Present</u>
Mr. Jerry Hall	<u>Present</u>
Mr. Perry Hopkins	<u>Present</u>
Mr. Mark Laws	<u>Absent</u>
Mr. Craig Owens	<u>Present</u>

3. Carmine Avantini-Planning Consultant, Mike Womack-City Manager, and Rebecca Newland-City Clerk.

4. Motion by **Atchison** supported by **Hopkins** to approve the minutes of the Regular Meeting December 6th, 2016

5. APPROVAL OF AGENDA.

Motion by **Owens** supported by **Hopkins** to approve the agenda with two changes; revise new business so 7B is addressed before 7A and add the acceptance of Sherri Foster resignation to old business.

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.

There were no public comments made.

7. SCHEDULED PUBLIC HEARINGS.

- A. Motion by **Hopkins** supported by **Hall** to open the Public Hearing for a Special Land use for C.S Manufacturing, 299 West Cherry Street, Cedar Springs, MI 49319

Voice Vote

8-0

Motion Carried.

Public hearing opened at 7:14 p.m.

Avantini stated the proposed extension is compatible with the area. It is the recommendation to approve the special land use conditioned on site plan approval. **Bremmer** inquired if the land was Mixed use or Industrial district. **Womack** reported that it appears to have been spot zoned and it was difficult to determine the area which is why a special land use is presented to the commission as a cautionary measure.

- Motion by **Hall** supported by **Hopkins** to close the Public Hearing for a Special Land use for C.S Manufacturing, 299 West Cherry Street, Cedar Springs, MI 49319

Voice Vote

8-0

Motion Carried.

Public hearing closed at 7:18 p.m.

8. NEW BUSINESS.

- A. Motion by **Bremmer** supported by **Hall** to approve Special Land Use Request for 141 West Cherry St conditioned upon approval of the Site Plan Approval.

Voice Vote

8-0

Motion Carried.

- B. Site Plan Review for 141 West Cherry St.

Avantini received a revised lighting plan earlier in the day and reports that he approves. He would like the commission to review the curbing requirements and decide what reason they would provide to allow gravel to be used. He recommends approval contingent upon: Consolidation of the two (2) lots; Planning Commission determination regarding the failure to provide curbing and pavement for the parking lot and drives, as required by ordinance; That the color of the metal on the warehouse addition complement the color of the existing building; and Review and approval from other applicable departments and agencies. **Paul Henderson** (Civil Engineer for CS Manufacturing) reports that the main function of curbing is to preserve landscaping, but that area does not have landscaping. **Kurt Mabie** stated that the function of using the gravel would be to connect the existing gravel areas so that cars may use it to enter the building. No large vehicles would be using the gravel path. **Bray** questioned the size of the gravel area and if signage was needed to prevent large semi-trucks from using the path. **Henderson** showed commission members where the gravel area is drawn on the site plan and showed that the path is not wide enough for large vehicles to utilize it.

Motion by **Owens** supported by **Hopkins** to approve the site plan conditioned on 1) Consolidation of the two (2) lots; 2) No curbing is required because of complications it will cause; 3) That the color of the metal on the warehouse addition complement the color of the existing building; and 4) Review and approval from other applicable departments and agencies.

Voice Vote

8-0

Motion Carried.

9. OLD BUSINESS.

- A. Motion by **Hopkins** supported **Bremmer** to accept the resignation of Sherri Foster.

Voice Vote

8-0

Motion Carried.

10. OPEN DISCUSSION FOR ISSUES NOT ON THE AGENDA.

- A. Correspondence.

1. Michigan Association of Planning Training Workshops Flyer

- B. Staff Comments.

1. City Manager- Welcomed Sarah Hendricks

- B. Planning Commission Members.

a. **Bremmer**-Welcome to Sarah.

b. **Atchison**- Jets pizza is having issues with parking in the grass.

c. **Owens**- Thanked board for appointing as the chairperson again.

11. REPORT OF THE CITY COUNCIL REPRESENTATIVE.

Hall- Thanked individuals for those who are reappointed and he appreciates all the hard work by the committee.

12. REPORT OF THE PLANNING CONSULTANT.

Avantini- Welcomed Sarah and reported if need be he can do some training for the commission. He suggests going to a specialized training if you attend one that was listed in the brochure.

13. ADJOURNMENT.

Motion by **Hopkins** supported by **Bray** to adjourn meeting at 7:46 p.m.

Voice Vote

8-0

Motion Carried.

Rebecca Newland, City Clerk

Craig Owens, Chairperson