



**Cedar Springs Planning Commission Meeting**

**MINUTES**

**Tuesday, December 07, 2021**

**7:00 p.m.**

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

1. **Conley** called the Meeting to Order at 7:01pm. The Pledge of Allegiance was recited.

2. ROLL CALL:

Mr. Jerry Hall	<u>Excused</u>
Ms. Ashley Hamel	<u>Excused</u>
Mr. Matthew Hogg	<u>Present</u>
Mr. Jason Merlington	<u>Present</u>
Mr. Daniel McGrath	<u>Present</u>
Mr. John Nixon, Vice Chairperson	<u>Present</u>
Mr. Clint Conley, Chairperson	<u>Present</u>

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

Womack (City Manager) and Johnson (City Clerk)

4. Motion to approve the minutes of the Regular Meeting November 09, 2021.

Motion by **Hogg** seconded by **McGrath** to approve the minutes of the Regular Meeting November 09, 2021.

**Voice Vote**

**5-0**

**Motion Carried.**

5. APPROVAL OF AGENDA.

Motion by **Hogg** seconded by **Merlington** to approve the agenda as presented.

**Voice Vote**

**5-0**

**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 if you would like.*

**Rose Powell** thanked the Cedar Springs Chamber of Commerce and the Library for the various holiday activities. Thanked the Downtown Development Authority for the lights at the Heart of Cedar Springs Park. She reminded everyone to sign up for the Versiti blood drive on December 21<sup>st</sup> at the United Methodist Church. Starting in January the location will be moved to the Library.

7. CONFLICTS OF INTEREST AND EX-PARTE COMMUNICATION INQUIRY.

None.

8. SCHEDULED PUBLIC HEARINGS.

None.

9. SITE PLAN REVIEWS.

- A. Heart of Cedar Springs Conceptual Master Plan
  - a. Enlargement
  - b. 5-Year Recreation Plan Draft

**Womack** requested feedback on the proposed plan. **Hogg** liked the natural playground, but he wanted to make sure the slide is tailored to young and older kids. He reported that Dewight Lydell in Comstock Park has a natural playground. **Conley** questioned the round parking and how it would fit 30 cars. **Merlington** reported that he would like to see a covered pavilion area.

- B. Meds Café proposed customer curbside delivery plan

**Shelby Ferrer** and **Michael Collins** presented the proposed plans for a customer curbside delivery plan. **Hogg** expressed concern with staff members being injured. **Merlington** expressed concerns with the proposed 16 parking spots converted into 6 spots. **Nixon** voiced concern with the space that would be available for trucks to get through the space at the rear of the building near the dumpster enclosure.

Straw Poll – Is the project allowable?

No- Merlington and Nixon  
Maybe- McGrath, Hogg, Conley

10. OTHER BUSINESS.

- A. Discussion and review of ordinance amendment to Chapter 40, Section IV. Division 2 to modify Sec. 40-446 Walls and Fence

The board requested the following changes:

- g(2) change to 3ft
- h(3) change to 6 months
- n) add that the city will enforce and no part of the fence shall be on someone else's property.
- Add that the Zoning Administrator shall have the authority to require a property survey, but it is not otherize required.

B. Discussion on single family residential uses in R2 and R3 zoning and the possibility of rezoning those areas to match their use.

- a. Permitted and Special Land Uses in R1, R2 and R3 properties.
- b. Zoning Map
- c. Proposed Rezoning Addresses

**Womack** reviewed the proposed change. He reminded the board of the public comment regarding the parcels at the end of Maple St.

C. Discussion of proposed Planning Commission City E-mail addresses

**Womack** will bring this to the City Council for their input. **Conley** would like a city issued email if possible. **Merlington** had no problem with using a City email.

D. Sidewalk Policy Discussion

**Womack** would like to get some feedback from the board on the sidewalk policy.

#### 11. OPEN DISCUSSION FOR ISSUES NOT ON THE AGENDA.

A. Correspondence

- i. 2021 Calendar
- ii. 2021 Bylaw Revisions Presented to City Council on 12-09-2021
- iii. Medical Marihuana Caregiver Zoning Ordinance Passed on 11-01-2021
- iv. 2022 Calendar
- v. 88 North Main additional materials
  - i. City Manager Memo
- vi. Possible Planning Consultants

B. Staff Comments.

- i. City Manager – none.
- ii. City Clerk wished everyone a happy holiday season.

C. Planning Commission Members.

None.

#### 12. REPORT OF THE CITY COUNCIL REPRESENTATIVE.

None.

#### 13. REPORT OF THE PLANNING CONSULTANT.

None.

14. ADJOURNMENT.

**Conley** adjourned the meeting at 8:49pm.

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**Rebecca Johnson, City Clerk**

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**Clint Conley, Chairperson**