



Cedar Springs Planning Commission Meeting

MINUTES

Tuesday, April 12, 2022

7:00 p.m.

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

1. **Conley** called the Meeting to Order at 7:00pm. The Pledge of Allegiance was recited.

2. ROLL CALL:

Mr. Jerry Hall	<u>Present</u>
Mr. Matthew Hogg	<u>Absent</u>
Mr. Jason Merlington	<u>Present</u>
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Ms. Shandell Napieralski	<u>Present</u>
Mr. John Nixon	<u>Absent</u>
Mr. Clint Conley	<u>Present</u>

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

Andrew Moore (City Planner), Michael Womack (City Manager), and Rebecca Johnson (City Clerk).

4. Motion to approve the minutes of the Regular Meeting March 8, 2022.

Motion by **Merlington** seconded by **Napieralski** to approve the minutes of the Regular Meeting March 8, 2022.

Voice Vote

4-0

Motion Carried.

5. APPROVAL OF AGENDA.

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

Voice Vote

4-0

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.

Mike Dykstra reported that he was available to answer any questions regarding the project at 270 West Street.

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

None.

8. SCHEDULED PUBLIC HEARINGS.

A. None.

9. SITE PLAN REVIEWS.

A. Site Plan Review Application for White Creek Flats Multi-family development at 14300 White Creek Ave.

- i. Site Plan
- ii. Apartment Floor Plans and Facades
- iii. Landscaping Plan
- iv. Lighting Plan
- v. City Planner Report

Womack reviewed the project. **Moore** reviewed his report. **Todd Stuive**, the project engineer, reviewed the plan and explained that the extra parking is needed for guests of the apartments. He reported that the poll height would be 17 ½ feet. He stated that if required they would find a way to enclose the dumpsters. **Doug Gulker** responded to the HVAC screening concerns by reporting that the apartments will each have a utility closet contained in the apartment that houses a Magic Pack that provides heat and Air Conditioning. **Moore** will provide additional feedback to the applicant on the greenbelt/landscaping requirements. He also would like to see some better sidewalk connectivity to the basketball court. **Womack** would like to see the future sidewalk identified on the plan.

The Commission took a straw poll to permit the male Ginko Tree as presented.

Voice Vote	4-0	Straw Poll Carries.
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Motion by **Conley** seconded by **Merlington** to table until the next meeting.

Voice Vote	4-0	Motion Carried.
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B. Motion to extend the development permit for 270 West St. to April 12th, 2023 according to the requirements of the Zoning Administrator approval of March 29th, 2021.

- i) 270 West approval binder
- ii) Exterior sketch March 2022
- iii) Letter requesting extension of development permit

(1) Supporting materials

Womack reported that the development at 270 West Street was not completed within one year of approval. The applicant is requesting an extension. **Joshua Schob** reported difficulty with closing on the property, incorrect deeds, and delays in construction as reasons contributing to the need for an extension on the completion of the property. He reports they have several thousand dollars invested and that they have finished a different project recently that will allow him more time to focus on the development at 270 West Street. He reported that they are no longer doing a dumpster, but rather to use two rolling trash bins. He also reported that the front and rear ramps would be added to the doors to comply with ADA requirements. **Womack** remarked that there are not any van accessible ADA parking spaces identified. He requested they restripe the parking lot. He requested a written narrative from the applicant of any modifications of the site plan.

Motion by **Conley** seconded by **Merlington** to extend the development permit for 270 West St. to April 12th, 2023 according to the requirements of the Zoning Administrator approval of March 29th, 2021.

Voice Vote

4-0

Motion Carried.

- C. Motion to approve of the Accessory Structure Zoning Permit for 408 S. 7th Street for an 896 square foot pole barn that is 15 feet tall.

Dennis Beaver reported that he would like to build an accessory structure that is larger than 720 square feet. **Womack** would like the applicant to submit a finalized plan on the color and materials used. **Merlington** clarified that it was the intent of the applicant to remove the existing barn once the new one was completed.

Motion by **Hall** seconded by **Conley** to approve of the Accessory Structure Zoning Permit for 408 S. 7th Street for an 896 square foot pole barn that is 15.5 feet total height and must be an attractive building.

Voice Vote

4-0

Motion Carried.

10. OTHER BUSINESS.

- A. Discussion on AN ORDINANCE TO: AMEND CHAPTER 32, ARTICLE VIII-SECTION 32-696 USES-C THROUGH E, SUBPART (b) CHURCHES OF THE CODE OF ORDINANCES FOR THE CITY OF CEDAR SPRINGS

- i) May 10th Public Hearing?

Womack presented the revised language and requested any feedback for potential revisions.

- B. Discussion on sample Pool Ordinance

Womack reviewed the proposed Pool Ordinance. **Conley** clarified that hot tubs are required to meet these requirements, but they are not specifically named in the ordinance. **Moore** reported that subsection (a) could be reworded to add clarity. **Hall** suggested that the ordinance adds a section that addresses hot tubs specifically.

- C. Discussion on sample Industrial Building Façade Requirements Ordinance

Womack reported that the proposed ordinance would require industrial buildings to have windows in office spaces, overhangs over the doors, HVAC screening, and meet façade requirements. **Moore** remarked that there are many communities that have industrial building façade requirements. There are some standards that could be added in the ordinance to permit the Planning Commission discretion for approval. Other communities have both industrial building façade requirements and robust landscaping requirements to achieve the look that is desired.

- D. Motion to recommend approval to the City Council of the SITE DEVELOPMENT AND STORM WATER RUNOFF FACILITY MAINTENANCE AGREEMENT for the White Pine Trail Site Condominium Phase 2.

Motion by **Hall** seconded by **Conley** to recommend approval to the City Council of the Site Development And Storm Water Runoff Facility Maintenance Agreement for the White Pine Trail Site Condominium Phase 2.

Voice Vote

4-0

Motion Carried.

- E. Motion to recommend approval to the City Council of the EASEMENT FOR SANITARY SEWER AND WATERMAIN for the White Pine Trail Site Condominium project.

Motion by **Conley** seconded by **Merlington** to recommend approval to the City Council Of The Easement For Sanitary Sewer And Watermain For the White Pine Trail Site Condominium project.

Voice Vote

4-0

Motion Carried.

11. OPEN DISCUSSION FOR ISSUES NOT ON THE AGENDA.

- A. Correspondence
 - i) 2022 Calendar
- B. Staff Comments.
 - i) City Manager thanked Mr. Moore and the Planning Commission for attending. He also reported that Mr. Hogg had a family emergency that prevented him from attending the meeting.
 - ii) City Clerk – none.
- C. Planning Commission Members – none.

12. REPORT OF THE CITY COUNCIL REPRESENTATIVE.

Powell thanked the board for all the hard work that the board does.

13. REPORT OF THE PLANNING CONSULTANT.

Moore was glad to have a nice site plan to begin with.

14. ADJOURNMENT.

Conley adjourned the meeting at 8:45pm.

Rebecca Johnson, City Clerk

Clint Conley, Chairperson