

MINUTES

Cascade Charter Township Planning Commission
Monday, October 15, 2007
7:00 p.m.

- ARTICLE 1.** Chairman McDonald called the meeting to order at 7:00 p.m.
Members Present: Koessel, Lewis, Logue, McDonald, Postma,
Richards, Robinson, Waalkes
Members Absent: None
Others Present: Planning Director Peterson, Recording Secretary
Hern, and Members of the Public.
- ARTICLE 2.** Chairman McDonald led the Pledge of Allegiance to the Flag.
- ARTICLE 3.** Chairman McDonald requested motion for approval of the October
13th Agenda.
- Member Robinson motioned for approval of the agenda as presented, supported by Member MacAllister. All in favor with none opposed, the motion carried.**
- ARTICLE 4.** **Approve the Minutes of the October 1, 2007.**
- Chairman McDonald opened the meeting for revisions, corrections or a motion for approval of the October 1st minutes.
- Member Koessel requested a correction on Page 4, third complete paragraph in the first sentence: "...what was the agreance in this plan?" should read as: "...what was the difference in this plan?"
- Member Koessel also requested a correction on Page 17 in the last paragraph above Article 7 in the first sentence to change: "...and the Board motioned to use it in conjunction with the approved budget." to "...and the Board motioned to use it with the preparation of the budget."
- Member Lewis motioned for approval of the October 1, 2007 minutes as corrected, supported by Member Richards. All in favor with none opposed: October 1, 2007 Planning Commission Meeting Minutes were approved as corrected.**
- ARTICLE 5.** **Case # 07-2902: Lakeland Finishing**
Address of Property: 5400 36th Street SE
Requested Action: The Applicant is requesting Site Plan Review for a 35,000 square foot addition.

Planning Director Peterson noted the property is located on the south side of 36th Street just west of Kraft Avenue. The property is located in the Industrial Zoning District.

The Applicant is requesting Site Plan approval to construct a 35,000-sq.ft. addition to the rear of the site. They have placed the building in the appropriate area of the required setbacks although the bufferyard requirements are not being met. This will require a variance from the Zoning Board of Appeals (ZBA).

Staff recommends approval of the Site Plan for the 35,000-sq. ft. addition under the conditions:

- 1) The Applicant apply for, and receive, a soil erosion control permit from the Township prior to the issuance of any building permit.
- 2) Receive approval from the ZBA for the location of the new parking area and reduced landscaping.
- 3) Provide the Township with a copy of the grading easement agreements for approval prior to them being recorded. No building permit will be issued until the easements are recorded.

Chairman McDonald opened the meeting for questions of Staff by the Planning Commission.

Member Lewis asked why this project is before the Planning Commission first and not the ZBA and Planning Director Peterson noted that one (1) of the conditions is that the Applicant needs ZBA approval in order to proceed and due to timing of the meetings, scheduled the case with the Planning Commission first.

Chairman McDonald asked for site plan clarification as to the area of the property that is being graded and Planning Director Peterson referred to the area noting that it is approximately 25-feet wide and is in the neighbor's property.

Applicant Tom Smith of Lakeland noted that both he and his adjacent neighbor felt it was in their best interest to grade the property and improve the two (2) sites.

Member Koessel asked the Applicant if he is proposing to purchase a piece of the property rather than request the easement and Applicant Smith said no.

Member MacAllister asked for clarification of Staff that the Applicant is not seeking to upgrade the site's landscaping and Planning Director Peterson said there is a small amount of additional landscaping they will be installing where the addition is

and there is existing landscaping towards the front that does not quite meet the Township's current requirements. The biggest exception on the site will be the landscaping for the parking in the back.

Applicant Smith said they have one of the nicest landscaped buildings on 36th Street and plan to maintain the site's appearance. To maintain the site's appearance; this is why they chose the rear of the site for the addition and maintain the parking line along the east of the property. They also intend to maintain the traffic flow on the property. Member MacAllister asked if there is enough room to add the landscaping and the Applicant said they would like taken into consideration the plans of the surrounding property owners and their developments.

Jack Barr, of Nederveld, noted that there is no room to add the required landscaping noting that on the east side, there is a row of parking and in order to install the required landscaping, that row of parking would have to be eliminated.

Member Robinson motioned to approve the Applicant's request to construct a 35,000-square foot addition at 5400 36th Street SE subject to the following three conditions:

- 1) **The Applicant apply for, and receive, a soil erosion control permit from the Township prior to the issuance of any building permit.**
- 2) **Receive approval from the ZBA for the location of the new parking area and reduced landscaping.**
- 3) **Provide the Township with a copy of the easement agreements for approval prior to them being recorded. No building permit will be issued until the easements are recorded.**

Member Lewis supported the motion with the three (3) conditions.

All in favor, none opposed the motion carried.

ARTICLE 6.

**Case # 07-2909: Dale Rhoades/John Halland
Address of Property: 2801 Stonington Road/7623 30th Street
(PUBLIC HEARING)**

Requested Action: The Applicant is requesting an exception from the Private Street Regulations in order to split property at 2801 Stonington Road and 7623 30th Street.

Chairman McDonald asked if the Applicant is still seeking to split two (2) properties and Planning Director Peterson said one request has been reduced.

Planning Director Peterson noted the property is located on the north side of 30th Street about ½-mile west of Buttrick Avenue. He met with the Applicant earlier today and he has indicated that he is withdrawing a portion of the request to split 2801 Stonington at this time and still need to discuss the split at 7623 30th Street which creates a total of four (4) parcels.

Stonington is a private drive off of 30th Street and then branches off to Sudbury. The Township's ordinance recognizes this as one private street and it currently does not meet the Township's current construction standards regarding easement width, clear areas, road width, maintenance agreement, turn-arounds, and maximum homes on a dead-end street and the Township's ordinance requires a second entrance/exit to a public road after twenty homes.

The process for this case includes holding the Public Hearing and having the Planning Commission provide a recommendation to the Township Board and the Board will make a decision regarding the case.

Planning Director Peterson referred to the video map showing the existing homes on the properties and there are some parcels without homes. Homes can be built on a vacant parcel without requiring any upgrade to the road.

The Township has allowed other private road exceptions in the past. Most recently the Township granted relief to the Cascade Springs private road. They were required to supply a maintenance agreement, install a turnaround and widen a narrow portion of the road.

For the splits at 7623 30th Street, one of the unique things about this particular area is that it does have access to the public road system so in theory, the Applicant could install a new private street to access the new parcels and not do the improvements at all. The Applicant has included within his information that this could be a possible option to connect to the new parcels but prefers to connect to Stonington. The Applicant has also indicated they would upgrade the intersection of Sudbury and Stonington and meet the Township's requirements for a turnaround.

Staff recommends that the Planning Commission recommend Approval of the exception request to the Township Board with the condition that:

- 1) The Applicant provide a formal maintenance agreement for Stonington Road that the Township can review and approve prior to it being recorded.

Planning Director Peterson noted that Staff's report also included a second and third condition for approval but these two (2) conditions should be removed since they are regarding to the 2801 Stonington Road property that has been withdrawn.

Chairman McDonald referred to Staff's report noting a total of six (6) parcels and with the removal of the 2801 Stonington property from the case the total number of parcels is now four (4) and Planning Director Peterson said that is correct. Chairman McDonald asked if there is a home on the property now and Planning Director Peterson said there is a home at 7623 30th Street that would remain, three (3) additional parcels for a total of four (4) parcels that would go up to Sudbury.

Chairman McDonald asked for clarification to Staff's Comment # 4 "...new parcels would create a total of 28 parcels with access off from the private street starting at 30th Street." Staff noted there would be 21 homes with 26 parcels noting that there are some parcels that may not have access to Sudbury though they have Sudbury addresses.

Member Koessel asked if there was enough room at Sudbury and the road going in to the turnaround without encroaching on other properties in that area? Planning Director Peterson believes there is. The easement on Sudbury is 66-feet wide and the easement for Stonington is 66-feet wide until Sudbury and then narrows down to 25-feet wide further to the north.

Chairman McDonald asked if the Applicant were to install a parallel road to access the parcels if the road would be installed to the west of the current road. Planning Director Peterson said it would be installed to the west of Stonington and a new curb cut would be installed on 30th Street.

Member Lewis noted the current house on 7623 30th and asked which parcel the house is located on and Planning Director Peterson said Parcel B out of the four (4) parcels if created.

Chairman McDonald invited the Applicant to add any comments to Staff's report.

Applicant Dale Rhoades and Applicant John Halland were both present. Applicant Rhoades resides at 2801 Stonington and started developing the area in 1968.

He originally filed two (2) applications and withdrew the one relative to the request on 2801 Stonington because he believes the parcel is grandfathered in under the 1994 codes. He is working with Staff regarding the code and this is the reason for the withdrawal of this request.

Applicant Rhoades clarified Stonington south, meaning the portion south of Sudbury, is approximately 800-feet long and 18-feet wide and was re-built to Township's requirements back in the early 1990's. The intersection qualifies for one of the Township's approved turnarounds called a "hammerhead" and would like to alter the area a little bit to look better.

The Applicant also noted that there are mailboxes on Sudbury to the south of Stonington and he would like to move them down and place on a separate island. The parcel discussed earlier located on the east side down to Stonington is owned by the Applicant and is a buildable lot.

Applicant Rhoades said that John Halland had contacted him regarding the potential of the road going to Stonington as opposed to 30th Street and believes the access is better to the four (4) parcels on the west side of Stonington to enter onto Stonington through two (2) accesses, as opposed to multiple, and the traffic can funnel out onto 30th Street. He and Applicant Halland have agreed to start working towards this direction and this is the reason they are here tonight.

Applicant Rhoades said there is a road maintenance agreement in effect and was done in the 1970's and does not comply with the 2002 requirements. Applicant Rhoades said the agreement will be brought up to the requirements of the Township.

Member Koessel noted that the other issue is 19 homes on one (1) ingress/egress and Planning Director Peterson noted that is correct. Member Koessel said that it is his understanding that if the one property does have access to Silverthorn then there would be 25 potential homes instead of 26 and Planning Director Peterson said that Applicant Rhoades has indicated that one other parcel does not have access and it is probably 24 parcels.

Applicant Rhoades noted that he understands the Commissions' concerns regarding 24 homes but not everyone goes down Sudbury

and there are approximately 10 homes on Stonington and approximately 14 on Sudbury combined with Stonington. The south portion of Stonington, assuming Applicant Halland's four (4) parcels are approved, there will not be an opening on the east side. There is a 800-foot road that butts into a public road on which there will only be four (4) houses. Both Applicants agree that this is low use density and the road complies with the Township's ordinances.

Member Logue asked if Applicant Rhoades has two tax bills on the parcel and Applicant Rhoades said that it is approximately 6-acres and has one legal description. Member Logue asked how the Applicant accesses north Stonington and if this is by easement and the Applicant said it was.

Chairman McDonald clarified with Applicant Rhoades that he was removing the request to split the property at 2801 Stonington tonight but may revisit the split at a later time and Applicant Rhoades said that is correct.

Applicant John Halland said the way the subdivision is, they are already over the 19 houses allowed for a one-entry private road.

In regards to the "T" where Sudbury and Stonington meet, Applicant Rhoades is working with the Fire Chief to ensure that whatever improvements are made meet what the Fire Department requires and meets the Township's ordinance. The current code for a circular turnaround according to the Township's ordinance requires a 60-foot diameter and Applicant Rhoades said he would like to make the road wider and the center point smaller. Applicant Halland noted that there has been fire trucks down these road within the last year and they have not had a problem utilizing driveways as turnarounds.

He noted that where his four (4) parcels would have access on south Stonington meets the Township's ordinance. It is 18-feet wide with the proper 66-foot wide easement and also has the proper clearing area.

Applicant Halland also noted that the house currently on the 7623 30th Street parcel will be torn down.

Member Lewis motioned to open the Public Hearing supported by Member Robinson. All in favor with none opposed the Public Hearing was opened for Case # 07-2909.

Chuck King of 7821 Sudbury said the neighborhood has been a great place the last 6-years.

He wanted to note that on the aerial picture that to the north of the lots of Applicant Halland's three (3) new parcels is heavily treed and hopes that the minimum amount of trees will be removed. He also noted that two (2) access points coming in off of Stonington are better than four (4).

Keith Oldewurtel of 7822 Sudbury said he has spoken with Applicant Rhoades regarding his plans for the road and believes that having the four (4) homes come off with a separate entry onto 30th Street is a mistake since their road comes out and not too many feet down, another road comes out and does not believe this solves any public safety issues. Some of the improvements Applicant Rhoades proposes would improve the safety of their subdivision, especially moving the mailboxes. Some of the work that would be done in bringing a water line down and installing a fire hydrant for the subdivision would provide a benefit to all of the homeowners in the subdivision. As Mr. King indicated, anything that can be done to save the trees in the development would be appreciated and believes that the way the Applicants have structured the two (2) entrances would allow the owners to do that instead of having another road run parallel with the current road. He supports the Applicants' plan be presented tonight and encourages the Planning Commission to support the plan as well. Chairman McDonald clarified with Mr. Oldewurtel that he is not opposed to the property split, just the parallel road that is noted in the one plan and Mr. Oldewurtel said that is correct.

Member Lewis noted that a Public Member mentioned a water line and asked the Applicant if they plan to bring water into the development. Applicant Halland said he plans to run city water to his four lots and will install a fire hydrant at the end of the water line. Applicant Rhoades noted that the closest fire hydrant is approximately 600-feet away on 30th Street. Mr. Halland clarified that the fire hydrant would probably be placed between lots C and D.

Chairman McDonald asked Staff if they received any phone calls or letters regarding the project. Planning Director Peterson said they received a few phone calls and visits from the public.

Member MacAllister motioned to close the Public Hearing, supported by Member Robinson. All in favor with none opposed, the Public Hearing was closed.

Chairman McDonald opened the meeting for the Commissions' discussion or a motion regarding the case.

Member Lewis said he is concerned with too many single private homes on a private road and the Public's comments do not indicate a concern with the number of homes on this road. Another concern he had was access for the fire trucks and now understands that there will be city water for a portion of the area.

He said the concern is, however, the number of homes served by the entrance onto a private road and has driven the road many times and is familiar with the lovely property. He is hearing from the Public that this is what they want and is pleased that fire trucks can access off of 30th Street and this access meets the Township's requirements and this relieves some of his concern regarding the quality of the roads. He supports the project since city water will be brought in and he did not hear any Public objections regarding the split of the property.

Member Koessel noted that the Planning Commission should discuss the uniqueness of the property and Member Lewis touched upon a few good points. The Public has already supported allowing the four (4) parcels and do not want to see another road or additional entrances.

Member Koessel motioned for a favorable recommendation to the Township Board to approve the request to make an exception from the Private Street Regulations in order to split the property at 7623 30th Street subject to the condition:

- 1) The Applicant is to provide a formal maintenance agreement for Stonington Road that the Township can review and approve prior to it being recorded.**
- 2) Water line is extended to the new parcels.**

Member Lewis supported the motion.

Chairman McDonald opened the meeting for discussion of the motion.

Member Koessel said he favors the idea of having city water run to the parcels and provides the opportunity for the homeowners to connect to public water.

Member Waalkes noted that the fact that there will be water available to the private road is a benefit and reminded the Commission of a fire that destroyed three (3) homes in Allegan that were lost to a fire because the fire trucks could not access the

private road. Having the fire hydrant close to the homes is a definite benefit.

Member Waalkes asked how wide the pavement is on north Stonington and Applicant Rhoades indicated approximately 12-feet. Member Waalkes asked how wide Sudbury is and Applicant Rhoades said about the same.

Chairman McDonald called the motion to question. All in favor with none opposed, the motion carried.

ARTICLE 7.

Case # 07-2869: John Halland/Anderson Woods

Address of Property: 5375 Buttrick SE

Requested Action: Amendment of P.U.D. for new grading plan, island at the entrance and a community pool.

Planning Director Peterson noted it has been a while since the Planning Commission has seen this case and part of the reason is that the Applicant had to wait to receive their documents from the State for the community pool and the State papers are now included within the Commissions' packets.

The property is located on Buttrick Ave., South of Anderson Woods P.U.D.

Planning Director Peterson referred to the site plan indicating the area for the pool and the re-grading to the south of lots and the boulevard entrance with the curb cut off from Buttrick.

Staff did receive one phone call from a neighbor who was concerned the boulevard entrance would widen the curb cut out to Buttrick and it does not. The neighbor was also concerned that this would be an entrance to the initial phase of Anderson Woods to the north and Staff indicated that this is the entrance to the second phase to the south.

The Applicant has secured the proper permits and has received a letter from the Township's Engineer that the drainage is acceptable.

Staff recommends approval of the request. If the request is approved, Staff will begin to prepare the amendments that are necessary for the Planning Commissions' review for a recommendation to the Township Board.

Member Lewis asked what caused the long delay and Staff indicated the State of Michigan. Member Lewis asked if it

normally takes this long to receive the proper permits and Planning Director Peterson said that he is not sure what the normal time is to obtain a permit but things seem to be taking longer at the State.

Staff also noted since one of the neighbors phoned the Township to ask if the pool has limited access or use and noted that on the State's Permit the pool is limited to use by the residents in the development only, it is not for public use.

Applicant Halland did not have any additional comments to Staff's report.

Member Robinson motioned to open the Public Hearing, supported by Member MacAllister. All in favor with none opposed, the Public Hearing was opened.

There were no members of the public present and Chairman McDonald noted that Staff received phone calls of inquiry regarding the project.

Member Robinson motioned to close the Public Hearing, supported by Member Waalkes. All in favor with none opposed, the Public Hearing was closed.

Member Robinson motioned to recommend amendments of the P.U.D. at 5375 Buttrick SE for a new grading plan, island at the entrance and a community pool, supported by Member MacAllister. All in favor with none opposed, motion carried.

ARTICLE 8.

Case # 07-2861: Riebel Development

Address of Property: 6300 28th Street SE

Requested Action: Recommendation to Township Board for approval of the P.U.D. rezoning with the P.U.D. Ordinance.

At the October 1, 2007 meeting, the Planning Commission awarded preliminary approval of the P.U.D. rezoning. Staff presented the elevation drawings of the project.

The Township has received the landscape and lighting plans and the Applicant has received approval from the City and Township Engineers.

The Applicant has reviewed the language of the P.U.D. and the updated language has been highlighted on the documents included in the Commissions' packets.

Staff recommends that the Planning Commission forward a positive recommendation to the Township Board for approval of the P.U.D. rezoning with the P.U.D. Ordinance.

Member MacAllister asked on the elevation plan if the blue and cream areas are the signage bans and Planning Director Peterson said yes and they were going to use the elevation plans to develop the signage.

Member MacAllister asked if the blue areas on the back of the building were awnings and Applicant Riebel said awnings.

Member Koessel referred to Page 65 in the Commissions' packets in reference to Building A, B, C and D, this is according to the site plan the Planning Commission has already reviewed, correct? Planning Director Peterson said that is correct. Member Koessel asked if anymore buildings can be added to the property and Planning Director Peterson said if the Applicant wishes to do so, he would have to come back before the Planning Commission.

Member Koessel said that the subcommittee is comfortable with the signage on the walkway between the two (2) buildings that will serve as an access point with having an elevator in one building to get to the upstairs of the other building. This walkway will have the project identification sign but the Applicant has indicated that he will reduce the total signage on the building and count that and deduct from the total signage. The subcommittee has agreed with this? Member Lewis said that is correct. Planning Director Peterson confirmed that the walkway sign is being considered as part of the wall signage.

Member MacAllister asked if the building phases would be included within the documentation and Planning Director Peterson noted that there are some blank areas for Staff to record the date for the site plans and other documents. The phasing will be cross-referenced in the elevation plans.

Member Lewis motioned for a positive recommendation to the Township Board for approval of the P.U.D. rezoning with the P.U.D. Ordinance for Riebel Development located at 6300 28th Street SE, supported by Member Robinson. All in favor with none opposed, motion carried.

Applicant Riebel thanked the subcommittee and Planning Commission in their assistance in developing a wonderful project.

Member Postma asked if the elevations presented this evening would be recorded in the P.U.D. and Planning Director Peterson said this is another item that would be cross referenced in the language and the date of the elevation plan would be entered.

ARTICLE 9.

Any Other Business

Discussion of Master Plan Proposals.

Chairman McDonald said the Commission has reviewed the proposals received and Staff is looking for a recommendation to contract one of the companies or begin interviewing.

Planning Director Peterson clarified that he is looking to see if the Planning Commission has any candidates they would like to interview or if everyone is in general consensus to one particular firm. He indicated that the Planning Commission would conduct the interview process and provide a recommendation to the Township Board.

Chairman McDonald asked the Planning Commission to share the companies that they favored and why.

Member MacAllister asked to be excused from discussion since her employer is one of the companies that submitted a proposal. The Planning Commission granted her request.

Member Waalkes noted that Carlyle Workman Associates stood out because they discussed sustainability and transportation.

Member Robinson noted that Williams & Works stood out to him because they did an excellent job last time and their methodology is consistent with the Township.

Member Richards noted that she was involved in the last RFP interview process and Williams & Works did a great job with their last RFP. She believes the business of selecting a firm should go to one in the Grand Rapids area and not someone from Lansing or Detroit. They did a great job last time and they are familiar with Cascade Township.

Member Logue said he appreciates Williams & Works but questioned if the job were contracted out of the area, if a firm from Lansing could provide a fresh perspective. He likes Landscape Architects out of Lansing and noted the different aspects they provided in their proposal.

Member Lewis said Williams & Works has done past projects for the Township and favors them again. They also came in as the low

bid, though this is not the determining factor in choosing the right company.

Member Koessel asked how Staff worked with Williams & Works and Planning Director Peterson said they worked very well with Staff.

Member Postma asked if they stuck to their bid last time and Planning Director Peterson said they actually came in under the bid cost. Their proposal offers optional features that Staff calculated into their bid price and they were still lowest bid. Member Koessel asked how many focus group meetings Staff plans to hold and Planning Director Peterson said he calculated six meetings.

Chairman McDonald said he also had Williams & Works in his top three candidates. He asked if the Commission wanted to interview three companies or if they are comfortable with Williams & Works.

The Planning Commission unanimously agreed to send a favorable recommendation to the Township Board to contract Williams & Works for the Township's Master Plan project.

No other business.

ARTICLE 10.

Adjournment: Chairman McDonald requested a motion for adjournment.

Member Robinson supported by Member Lewis moved to adjourn. The motion carried and the meeting was adjourned at 8:42 p.m.

Respectfully submitted,

Jack Lewis, Secretary

Lisa Hern, Recording Secretary