

## MINUTES

Cascade Charter Township Planning Commission

Monday, January 22, 2007

7:00 p.m.

**ARTICLE 1.** Vice-Chairman McDonald called the meeting to order at 7:00 p.m.  
Members Present: Koessel, Lewis, Logue, McDonald, Postma, Robinson  
Members Absent: Goldberg (excused), MacAllister (excused), Richards (excused)  
Others Present: Planning Director Peterson, Admin. Assistant Hern, and Members of the Public.

**ARTICLE 2.** Vice-Chairman McDonald led the Pledge of Allegiance to the Flag.

**ARTICLE 3.** Vice-Chairman McDonald requested motion for approval of the January 22<sup>nd</sup> agenda.

**Member Robinson motioned for approval of the agenda as presented, supported by Member Lewis. All in favor with none opposed, the motion carried.**

**ARTICLE 4.** Vice-Chairman McDonald requested motion for approval or if there were any corrections to the December 18, 2006 Planning Commission Meeting Minutes.

Being no corrections to the minutes, **Member Robinson motioned for approval of the December 18, 2006 minutes, supported by Member Logue.** Vice-Chairman McDonald called to question. **All in favor with none opposed, the motion carried. December 18, 2006 Minutes approved as submitted.**

**ARTICLE 5.** **Case #06-2820: James Russell**  
**Address of Property: 6010 28<sup>th</sup> Street SE**  
Requested Action: Review of revised site plan and elevation plan for Planned Unit Development (P.U.D.) rezoning.

Vice-Chairman McDonald said that at the last meeting, the Commission held the Basic Plan Review of the site and extensive discussion was held. A sub-committee was formed consisting of Members Lewis, MacAllister and Robinson and have met with Staff and the Applicant to review the plan.

Planning Director Peterson noted that at the December 18<sup>th</sup> Planning Commission Meeting, some of the members expressed

concern over what appeared to be three (3) buildings on the site. The direction provided to the Applicant was to have two (2) buildings on the site so the “front” building is only one (1) building.

The sub-committee and Developer did meet on January 17, 2007 and the Developer presented the revised drawings to address the concerns. After reviewing the plans, the sub-committee felt that the revised plans addressed the concerns of the Planning Commission and is recommending the site plan for consideration as only two (2) buildings. If the Planning Commission agrees with the recommendation, the development can proceed to the Public Hearing Phase of the process and provide more complete plans of the project.

Vice-Chairman McDonald opened the meeting for comments of the Commission.

Member Lewis said he was very impressed with the sub-committee as it functions and provides open communication with the applicant. Member Lewis complimented the Applicant for being very agreeable in going through the procedure.

Member Koessel asked Planning Director Peterson if the revised plan, based on what Staff has seen, meet the ordinance? Planning Director Peterson said the project does meet Township Ordinances with the exception of the buffer area for the road along the east side of their site.

Member Lewis asked for clarification that the next step for the project is the Public Hearing with no vote tonight. Planning Director Peterson said that is correct and this completes the Basic Plan Review. Member Lewis asked if the Commission can ask about the de-acceleration lane on 28<sup>th</sup> Street and Planning Director Peterson said he did follow-up with the Kent County Road Commission (KCRC) regarding the lane and they said it would not be prohibited if the Township would like to see one and they would be agreeable to having one installed. KCRC would not require a de-acceleration lane. Member Lewis said he would like to see a de-acceleration lane put in as safety is a concern on 28<sup>th</sup> Street. Member Lewis asked the Applicant his thoughts regarding installing a de-acceleration lane.

Applicant Russ Spees said he did chat at the sub-committee meeting regarding the deceleration lane and having spent forty years working at that site, a turn lane would be nice to have. His

only concern is the engineering of the sidewalk and the requirements for the storm water retention pond that is limited to being in that area.

Member Lewis asked Staff if the engineering is possible to install a deceleration lane with the sidewalk, etc. that will be going in? Planning Director Peterson noted that it appears that it could fit. Member Lewis asked the Applicant if he would be willing to install the lane and the Applicant said he is willing to do so if it is feasible and will not affect the storm retention. Applicant Spees said he would look into it along with the costs. Member Lewis asked if the Applicant would be financially responsible for the sidewalk installation and Planning Director Peterson said he would be, as the other business owners have also been responsible for their portion of sidewalk along 28<sup>th</sup> Street. Applicant Spees does not imagine that the cost would be prohibitive and noted the project has all new curb cuts anyways and the County has already re-located the drive from the present drive; they are not using any existing drives and doubts it would be cost prohibitive. Member Lewis asked that the drive that is currently there would not be in use? Applicant Spees clarified that there are currently two (2) drives there that would not be utilized. Planning Director Peterson said there is a pump station at the one (1) drive and that will be designated for service vehicles only that will stay.

Member Lewis requested the Applicant consider installing a deceleration lane on 28<sup>th</sup> Street in front of the property; the Planning Commission would greatly appreciate it. Applicant Spees said they would seriously look into it.

Member Robinson commented that the Applicant has been most cooperative during this whole process.

Member Robinson also noted in Staff's comments that the Applicant will need to provide the following items prior to holding a Public Hearing:

1. Have FTCH review the storm water and utilities plan.
2. Have the developer provide a photometric lighting plan.
3. Provide a completed landscaping plan.
4. Provide a site signage plan.

Applicant Spees acknowledged he has Staff's comments.

## **ARTICLE 6.**

### **Any Other Business**

Vice-Chairman McDonald opened the meeting for any other business noting the items on the agenda.

1. Election of Officers: Vice-Chairman McDonald noted that the Township Board has gained a great member with Fred Goldberg and the Planning Commission lost a very knowledgeable and experienced Chairman.

**Member Lewis motioned to nominate Vice-Chairman McDonald serve as Chairman and Secretary Robinson serve as Vice-Chairman of the Planning Commission.** Member Lewis noted that does leave the Secretary position open, without a nomination. **Member Koessel would like to amend Member Lewis' nominations and nominated Member Lewis to serve as Secretary of the Planning Commission. Member Postma supported Member Koessel's amendment to the nominations.** Member Lewis said he appreciates the nomination but noted he is already the Planning Commission representative to the Zoning Board of Appeals and believes he should withdraw his name. Member Robinson asked Staff if Member Lewis could serve both positions and Planning Director Peterson said he could. Member Lewis said he would happily accept the nomination to serve as Secretary of the Planning Commission.

**Member Koessel motioned to nominate Member Lewis to continue to serve as the Planning Commission's representative on the Zoning Board of Appeals, supported by Member Postma.** Vice-Chairman called for a vote on the nominations; all were in favor with none opposed. Motion carried.

Planning Director Peterson noted there is one more position to fill and that is the representative of the Village Design Review Committee. **Member Lewis felt comfortable in nominating Member MacAllister to serve as the Planning Commission's representative on the Village Design Review Committee; Member Robinson supported the nomination.**

**Member Lewis made a motion to close nominations supported by Member Koessel. Nominations closed.**

Chairman McDonald requested a vote with **all in favor and none opposed. Motion carried.**

**Member Robinson motioned that those in Planning acknowledge Fred Goldberg for his exceptional job as Chairman and acknowledge the thanks of the Planning Commission for all his time and effort since they did not get**

**to thank him personally at the last meeting, Member Lewis supported doing a Resolution at the next Planning Commission Meeting. All in favor with none opposed, motion carried.**

1. Presentation of Annual Report: Planning Director Peterson referred to the 2006 Annual Report within the packets. The report is distributed every year and contains the past year's caseload and summary of cases brought to the Planning Department.
2. Discussion of Work Plan for 2007: Planning Director Peterson said Staff's plan for this year is to prepare the Request for Proposals (RFP's) for the Master Plan. Staff would like to get the RFP out later this year. The last Master Plan review was in 1999 and it is required to review the Master Plan every ten (10) years.
3. Centennial Park Update: Planning Director Peterson noted the second Public Hearing is scheduled with the Township Board on February 14<sup>th</sup>. The business owners are very supportive of developing the Special Assessment District. The hearing would formalize having the business owners pay for their half of the plan. He noted this is essentially a Master Plan update for Centennial Park. Member Koessel noted that many members of the public attended the Public Hearing but no one spoke in opposition.

**ARTICLE 8.           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 7:43 p.m.**

Respectfully submitted,

Jack Lewis, Secretary

Lisa Hern, Recording Secretary