

ROBINSON TOWNSHIP PLANNING COMMISSION
November 22, 2022

The regular meeting of the Robinson Township Planning Commission was called to order at 7:02 PM at the Robinson Township Hall.

Present

Shawn Martinie
Bill Maschewske
Travis Vugteveen
Michelle Gillespie

Absent

Anne Goede
Lydia Brown
Steve Young

Also present were Township Attorney Ron Bultje, Zoning Administrator Julie Lovelace, Mark Sloothaak of S and M Gravel, Phillip Johnson of Resource Planning and Design, LLC representing S and M Gravel, and nine members of the public. The attendance sheet is attached.

Approval of Agenda

A motion was made by Shawn Martinie and seconded by Travis Vugteveen to approve the meeting agenda as revised to include the October 25, 2022 Planning Commission minutes to be approved.

The motion carried unanimously with three members absent.

Adopting of Previous Minutes

A motion was made by Travis Vugteveen and seconded by Michelle Gillespie to approve as written the minutes of the October 25, 2022 Planning Commission meeting.

The motion carried unanimously with three members absent.

A motion was made by Michelle Gillespie and seconded by Travis Vugteveen to approve the minutes of the November 1, 2022 Planning Commission meeting as written.

The motion carried unanimously with three members absent.

Non-Commission Member Inquiries and Questions -- None

Reports and Communications

Travis Vugteveen reported the following from the Township Board.

1. The Pigeon Creek Golf Course has requested a liquor license.
2. The Township Board requested the Planning Commission to complete and recommend proposed text regarding Accessory Buildings in the Zoning Ordinance.

3. The Emerald Lakes Class B Earth Change Permit was renewed.

Announcements

1. Polkton Township is working on their Master Land Use Plan
2. The Township Board has requested the Planning Commission provide a recommendation regarding allowable Accessory Building size. The Planning Commission has been working on draft text.

New Business

As scheduled, the public hearing was held for the Pigeon Creek Golf Course Recreational PUD amendment was held. An introduction was given by Chairperson Martinie and the public hearing notice was read by Secretary Maschewske. Chairperson Martinie declared the public hearing open at 7:15 PM. The rules of procedure were read by Chairperson Martinie for the conduct of the public hearing.

Bill Maschewske – Noted the public hearing notice indicated the public hearing was to be at 7:30.

Township Attorney Bultje – Stated that as long as the public hearing was not closed before 7:30 so all interested parties could speak, the hearing could begin now.

Jack Barr of Nederveld, representing the applicants, gave a presentation of what the applicants intended to amend within the Recreational PUD. In summary, an event center was to be built, parking was to be expanded with a gravel area, the well and septic were to be upgraded, and the stormwater pond was to be expanded.

Chairperson Martinie then called for questions from the Planning Commission.

Bill Maschewske

Missing requirements in Section 31.7 of the Zoning Ordinance

1. Section 31.7 E-- The uses of adjacent properties are not identified.

Jack Barr – Residential and Agricultural to the North, Residential and Agriculture to the West, Residential to the South and Residential and Agriculture to the East.

2. Section 31.7 I -- Well and septic lines not shown.

Jack Barr – They are shown on Sheet C-300 of application.

3. Section 31.7 K-- Is there an existing drain between the Clubhouse and the parking lot?

Jack Barr –No, the drain only goes from the ponds to the Walters Drain.

Section 31.7 O-- Is there existing parking lot lighting?

Mike Kuyers – No. Only lights on the building.

Shawn Martinie -- What are the proposed hours of operation?

Applicant's response – 6:30 AM to midnight.

Bill Maschewske –

1. Will there be any food preparation on site?

Mike Kuyers – No.

2. How many cubic yards of earth are being excavated to enlarge the stormwater pond?

Jack Barr – 600 to 800. Most likely 600 cu. Yds.

3. Will the golf course be open for business during construction of the event center?

Mike Kuyers – Yes.

4. Will the parking lot lighting be turned on when the event center is not in use?

Mike Kuyers – No. It will only be on when the event center is in use.

Chairperson Martinie called for questions from the public.

Jerry Geertman – Owns Bluegrass Land Company and farms at least some of the area surrounding the golf course. He is not opposed to the event center, but does not want complaints filed against him for noise from farming operations during weddings and such. He will try not to disrupt events with farm noise but sometimes farm work needs to be done.

The applicants responded that they understood farm operations and stated this would not be a problem.

Steve Leeuw of Leeuw Farms – Stated they make noise with farming operations near the golf course also and do not want complaints filed against them.

Chairperson Martinie – Would events typically be indoors?

Mike Kuyers – Yes.

There were no more comments or questions from the public or the Planning Commission.

A motion was made by Travis Vugteveen and seconded by Michelle Gillespie to close the public hearing at 7:42 PM.

The motion carried unanimously with three members absent.

The Standards for Site Plan Review from Section 31.8 of the Zoning Ordinance were considered next. Letters refer to Sections in Section 31.8 of the Zoning Ordinance text.

A. The Planning Commission agrees with the statements for this standard found in the Memorandum from Zoning Administrator Lovelace dated October 28, 2022, attached to these minutes.

B. There is planned to be a paved walkway between the existing clubhouse and the proposed event center. In addition, the Planning Commission agrees with the statements for this standard found in the Memorandum from Zoning Administrator Lovelace dated October 28, 2022, attached to these minutes.

C. The Planning Commission agrees with the statements for this standard found in the Memorandum from Zoning Administrator Lovelace dated October 28, 2022, attached to these minutes.

D. The Planning Commission agrees with the statements for this standard found in the Memorandum from Zoning Administrator Lovelace dated October 28, 2022, attached to these minutes.

E. Minimal impact would be expected and the Planning Commission agrees with the statements for this standard found in the Memorandum from Zoning Administrator Lovelace dated October 28, 2022, attached to these minutes.

F. Applications have been made but no permits have been issued to date. In addition, the Planning Commission agrees with the statements for this standard found in the Memorandum from Zoning Administrator Lovelace dated October 28, 2022, attached to these minutes.

G. The Planning Commission agrees with the statements for this standard found in the Memorandum from Zoning Administrator Lovelace dated October 28, 2022, attached to these minutes.

H. The Planning Commission agrees with the statements for this standard found in the Memorandum from Zoning Administrator Lovelace dated October 28, 2022, attached to these minutes.

I. Permits have been applied for and on-site evaluations are complete. In addition, the Planning Commission agrees with the statements for this standard found in the Memorandum from Zoning Administrator Lovelace dated October 28, 2022, attached to these minutes.

J through P. The Planning Commission agrees with the statements for these standards found in the Memorandum from Zoning Administrator Lovelace dated October 28, 2022, attached to these minutes.

Next to be reviewed were the Planning Commission Considerations found in the Memorandum from Zoning Administrator Lovelace dated October 28, 2022. The Planning Commission responses are in italics.

Whether the proposed parking lot expansion shall be paved.

The Planning Commission accepts the expanded parking being gravel. The number of spaces provided may not be adequate, however, the applicant could easily expand the parking area.

Whether a sidewalk along the street frontage shall be required.

The Planning Commission does not require a sidewalk along the street frontage.

Whether additional trees should be planted along the north lot line to shield the neighboring dwelling from headlights.

No additional buffering is required along the North property line.

Whether outdoor mechanical screening is necessary.

No additional screening is required on the South side of the property for mechanicals.

Whether the building design is compatible with the existing buildings on the property.

The proposed building is compatible with the existing buildings.

This concluded review of the Planning Commission Considerations.

Next to be reviewed were the Planned Unit Development Criteria in Section 20.5 of the Zoning Ordinance. Once again, the letters and numbers correspond to the individual criteria in the Zoning Ordinance.

Section 20.5

A. Ordinance requirements met.

B.(1)(a through f.) Jack Barr, representing the applicants, will secure the commercial driveway permit issued to the golf course. The Ottawa County Road Commission would need to determine if the existing driveway meets the requirements when the event center is added to the golf course. This will be a condition of the recommendation.

B.(2) Off street parking is acceptable. There is no loading area. The economic, noise, glare, and odor effects of the event center are minimal considering the distance to adjacent uses.

B.(3) The refuse area is screened.

B.(4) Applications have been made to the Ottawa County Health Dept. for water and sewage permits.

B.(5) Specifics regarding buffering and screening are not applicable except for the refuse area which is provided.

B.(6) The permit for sign(s) will be applied for separately. The applicants stated they wish to have two signs on the building and were instructed they need to apply to the Zoning Administrator.

B.(7) The open space is adequate and there is no need for deviations.

B.(8) The compatibility standard is met.

B.(9) The proposed amended PUD is compatible with the Master Land Use Plan and the existing Zoning.

B.(10) Minimal interference with adjacent uses is expected. See Public Hearing comments regarding agricultural activity on adjacent lands.

The review of Section 20.5 was concluded.

At this time, Township Attorney Bultje requested that the conditions to be included in the recommendation be reviewed. See the list included in the motion.

A motion was made by Travis Vugteveen and seconded by Michelle Gillespie to recommend to the Township Board approval of the PUD amendment application for the Pigeon Creek Golf Course (Permanent Parcel no. 70-08-33-200-015) to add an event center. This recommendation is based upon the Planning Commission findings in Sections 31.8 and 20.5 of the Zoning Ordinance and recorded in these minutes and the October 28, 2022 Memorandum of the Zoning Administrator which is attached.

The following conditions apply:

1. Compliance with all conditions from the original 1998 PUD Recommendation and Report.
2. Compliance with the application and all representations of the applicants at both the November 22, 2022 and the October 25, 2022 meetings and recorded in the minutes.
3. Submission of the Permit for Commercial Driveway from the Ottawa County Road Commission and compliance with Section 20.5(B)(1)(a through f) of the Zoning Ordinance.
4. A permit from the Ottawa County Water Resources Commission for the proposed drainage plan as submitted without revision.
5. Ottawa County Health Department approval for both the well and septic systems as requested in the application.
6. Staff preparation of a Recommendation and Report to the Township Board.
7. Acceptance that the event center is an accessory use to the golf course.

A roll call vote was taken.

Michelle Gillespie – Yes

Bill Maschewske – Yes
Shawn Martinie – Yes
Travis Vugteveen – Yes

The motion carried unanimously with three members absent.

Zoning Administrator Lovelace is to prepare the public hearing notice for the Township Board and Township Attorney Ron Bultje is to prepare the Recommendation and Report.

Action on the Pigeon Creek Golf Course PUD amendment concluded at 8:55 PM.

The next item on the agenda was the Clark Farm and MME Class B Earth Change amendments. A presentation was made by Phillip Johnson of Resource Planning and Design, LLC, explaining that the MME project is almost complete and they wish to amend the MME Earth Change Permit to include all of the Clark Farm Earth Change area and continue mining the 12.5 acre lake created on the MME site and expand it into the Clark Farm site, resulting in a 289 acre lake.

A discussion followed regarding how to deal with the permits. The Planning Commission decided that it would be necessary to review the original Clark Farm Earth Change application and permit which the applicants stated was dated 1987. From a procedural point, the Planning Commission favored completing the Earth Change on the MME site, which was only one acre of excavation from being complete, closing the MME Earth Change permit, and then revising the Clark Farm Permit to include the MME property so that excavation could begin at the West end of the lake on the MME property and proceed into the Clark Farm property to the West as the applicants desired.

From preliminary review of the materials submitted, including a Hydrogeological Study from Lakeshore Environmental Services, several questions and comments were generated from the Planning Commission.

Bill Maschewske – Is there a reason for disagreement regarding the parcels included in the Clark Farm site. The amended application includes parcel no. 70-04-34-300-015 and the Hydrogeological Report does not?

Phillip Johnson – The subject parcel is owned by S and M Gravel. The Hydrogeological Report should include it.

Bill Maschewske – Are the Soil Borings indicated on the maps anywhere?

Phillip Johnson – They are on Figure 2 of the Hydrogeological Report but somewhat difficult to see.

Chairperson Martinie – Feels that an Environmental Impact Statement should be based upon the proposed plan and also that the MME permit should be closed out before proceeding. He also inquired about the proposed end use plan.

Phillip Johnson – A proposed end use plan has been prepared with Rural Residential 250 ft. by 330 ft. lots around the perimeter of the lake. The current plan for Clark Farm is only approved to mine to elevation 597, which leaves an average of 8 ft. of aggregate they would like to excavate.

Bill Maschewske – Figures 3, 4, and 5 of the Hydrogeological report show mining into the clay. The Planning Commission has been previously told that doing so results in high turbidity of the water that may never clear.

Phillip Johnson – They will not mine into the clay except to establish the location of the clay. He states the Figures are not showing water.

The Planning Commission agreed that updated information was needed from the applicants. The amended application should revise the Clark Farm excavation by expanding into the MME property and the MME excavation and reclamation should be completed and the permit closed.

Discussions on the amended Clark Farm and MME Earth Change applications concluded at 10:00 PM.

The next topic of discussion was the Private Road Ordinance, Section 4.9 of the Zoning Ordinance. Section 4.9(D) of the Zoning Ordinance currently requires that Private Road requirements must be met before a lot split can be approved. Based upon the State Land Division Ordinance, a Land Division cannot be denied by a Township for not meeting a Township's Private Road standard. Therefore, it is proposed to change Section 4.9(D) to prohibit the issuance of a building permit instead of denying the lot split if the Private Road requirements are not met. The proposed text will be prepared by the Zoning Administrator.

Old Business

The draft text of a proposed amendment to Accessory Building requirements was reviewed next. A list of permitted Accessory Building sizes in nearby townships was reviewed and it was decided that the proposed draft was at least as generous with sizes as surrounding townships and to make no changes. There were no other comments on the draft text.

The proposed Parking and Loading Standards, Chapter 22, was also reviewed. There were no comments.

A motion was made by Michelle Gillespie and seconded by Travis Vugteveen to schedule a public hearing for January 24, 2022 for amendments to Accessory Buildings, Sections 4.2, 3.3, and Chapter 30 and to add Chapter 22, Parking and Loading. The motion carried unanimously with three members absent.

Pay Bills

A motion was made by Travis Vugteveen and seconded by Michelle Gillespie to pay salaries for the November 22, 2022 meeting (4 members present, 3 absent). The motion carried unanimously with three members absent.

Adjournment

A motion was made by Michelle Gillespie and seconded by Travis Vugteveen to adjourn the Planning Commission meeting at 10:30 PM.

The motion carried unanimously with three members absent.

The next meetings were scheduled for January 10 and January 24, 2023.

Respectfully submitted,

Bill Maschewske, Secretary
Robinson Township Planning Commission

Attachment: Sign In Sheet for Planning Commission November 22, 2022 meeting.

Memorandum from Zoning Administrator Lovelace dated October 28, 2022



SIGN IN SHEET
Regular Meeting of the
Planning Commission
November 22, 2022 at 7:00 pm

PRINT NAME

SIGNATURE

Mark Sloothack

Phil Johnson

Joel Ryder

Megan Holmes

Jerad Geertman

Adam Geertman

Mike Kuyers

Lisa Kuyers

[Signature]

[Signature]

[Signature]

[Signature]

[Signature]

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MEMORANDUM

To: Robinson Township Planning Commission
From: Julie Lovelace *JL*
Date: October 28, 2022
Re: Pigeon Creek Golf Course – Planned Unit Development Site Plan Amendment

In accordance with the Robinson Township Zoning Ordinance (RTZO), attached is a site plan review application from Pigeon Creek Golf Course for a major amendment to the site plan to construct an 11,300 square foot event space. The property address is 10195 120th Avenue, parcel #70-08-33-200-015.

The application has been reviewed and found generally complete. We find that an event space is an acceptable accessory use similar to ballrooms and restaurants per Section 20.2(a)(7) of the STZO. This is considered a major amendment to the approved site plan. Per the STZO Chapter 20:

Section 20.9 PLANNING COMMISSION AND TOWNSHIP BOARD ACTION. The Planning Commission shall review the final development plan and make a report and recommendation to the Township Board concerning the Planned Unit Development Zoning District rezoning request. Such report shall state the conclusions of the Planning Commission concerning the planned unit development, the basis for the Planning Commission's recommendation to the Township Board, and any conditions or restrictions relevant to an affirmative decision. Before making its report and recommendation, the Planning Commission shall hold a public hearing on the proposed Planned Unit Development Zoning District rezoning and shall give notice thereof in the same manner as is required by the Zoning Act...

Section 20.9A PUD AMENDMENTS.

Once a planned unit development has been approved, any proposed amendments to the final development plan or any proposed revisions to the conditions of approval shall be submitted to the Planning Commission and the Township Board according to the procedure described in Section 20.9 above. The Planning Commission shall make a recommendation to the Township Board after a public hearing, and the Township Board shall make its decision after a public hearing...

As this is a major amendment to a Planned Unit Development, a public hearing is required. Public notice was published in the paper and mailed to all properties within 1,320 feet of the subject parcel. We provide our observations and findings below for your consideration.

Observations and Findings

The property is zoned Recreational Planned Unit Development and is approximately 148 acres in area. The original Planned Unit Development for the golf course was approved by the Township in 1998.

- The current parking lot is paved. The parking expansion is proposed to be gravel. The Planning Commission should discuss whether pavement shall be required

- Section 4.34.C – Outdoor Lighting, requires lighting throughout any non-residential parking lot. The parking lot photometric plan appears to meet lighting standards. The minimum requirement is 0.5 footcandles in parking lots and 0.2 on walkways. Moonlight is considered 0.3. All parking areas are above this level with the higher lighting on the south end for evening events. Lighting is not anticipated to spill over lot lines. The proposed lighting fixtures are shielded.

Township Department Reviews

Township Fire Department

Fire Chief Paul VanVelzen is satisfied with the plan.

Site Plan Review Standards

As you are aware, prior to recommending approval of a site plan, the Planning Commission (PC) shall find that the following standards be satisfied. For your convenience, we offer Staff comments in *italics*:

Section 31.8 Standards for Site Plan Review

Approval of a detailed site plan shall be granted only if it meets all applicable requirements set forth in this Ordinance. Unless a more specific design standard is provided for in this Ordinance, all uses, sites, and structures subject to site plan review shall comply with the following standards.

- (A) Master Plan and M-231 Sub-Area Plan. Proposed uses and development activity shall be substantially consistent with the Robinson Township Master Plan, as supplemented by the M-231 Sub-Area Plan.

The property in question is not located within the Lincoln Street or Lake Michigan Drive Commercial Overlay Districts. Chapter 5 of the General Development Plan dated January 28, 2008 states:

"...It is intended that uses in a PUD area shall afford each type of land use reasonable protection from encroachment or interference by other incompatible uses and that reasonable protection be afforded to properties adjacent to a PUD..."

Given the size of the property, the nature of the use, and its distant location from any neighboring property, Staff finds the use to be compatible with the surrounding properties. If the PC agrees, this standard may be met.

- (B) Connectivity. Pathways for bicycles and pedestrians shall be incorporated throughout the development and along all perimeter streets to ensure connectivity between internal uses and with adjacent properties.

The site plan does show connectivity between the parking lot and the event space. As there are currently no other sidewalks along the street frontage to connect to, future sidewalks are shown on the plan, as required per Section 4.56(A). This should be discussed. If the PC finds this adequate, this standard may be met.

- (C) Traffic Circulation. The number, location, size of access and entry points, and internal vehicular and pedestrian circulation routes shall be designed to promote safe and efficient access to and from the site, and circulation within the site. In reviewing traffic features, the number, spacing, and alignment of existing and proposed access points shall be considered relative to their impact on traffic movement on abutting streets and adjacent properties.

As stated above, the Fire Chief is satisfied with the plan. The proposed building will use the existing access points and 24-foot wide internal two-way drive aisles. These appear adequate for safe and efficient traffic circulation. If the PC agrees, this standard may be met.

- (D) Interior Street Connectivity. Streets or private roads may be required to be extended to exterior lot lines in order to allow connection to existing or planned streets on adjacent parcels, to provide for secondary access, to establish continuity of the circulation system, and to reduce traffic and impact to the transportation network.

This standard does not apply.

- (E) Natural Resource Preservation. Site design shall prioritize the preservation of natural features, such as steeper slopes, wetlands, significant hardwood tree stands, streams, and other significant site characteristics. Applicants must demonstrate how alternatives were considered during the planning process and shall provide justification for the selected development alternative.

No natural features will be impacted by the proposed construction. If the PC agrees, this standard may be met.

- (F) Stormwater. Stormwater detention and drainage systems shall be designed so the removal of surface waters will not adversely affect neighboring properties or public stormwater drainage systems and shall maintain or improve predevelopment conditions.

The existing man-made pond will be altered to accommodate additional storm water runoff and will be under the review of the Ottawa County Water Resource Commissioner. The neighboring properties should not be affected. If the PC agrees, this standard may be met.

- (G) Landscaping. The landscape shall be preserved in its natural state, insofar as practicable, by minimizing unnecessary tree and soil removal, and any grade changes shall be in keeping with the general appearance of neighboring developed areas. Provision or preservation of landscaping may be required to ensure that the proposed uses will be adequately buffered from one another internally and from surrounding property.

The existing landscaping will not be affected. Given the size of the property, the neighboring properties will be adequate buffered. If the PC agrees, this standard may be met.

- (H) Screening. Where commercial uses abut residential uses, appropriate screening consisting of attractively designed, opaque fencing or equivalent landscaping shall be provided to shield residential properties from noise, headlights, and glare.

There is one dwelling abutting the north lot line approximately 1,000+ feet from the proposed event space. This will be along the route for exiting vehicles. There is one group of trees along the north lot line as shown on the site plan. The PC should discuss whether additional screening is necessary. Given the distance, this standard may be met.

- (I) On-site Treatment. Outside of utility service areas or prior to sanitary sewer availability, land use intensity shall be scaled appropriately based on the capability of on-site systems to adequately accommodate usage. On-site treatment systems shall be designed to protect groundwater and surface water quality to the maximum extent possible.

According to the narrative, the Ottawa County Health Department (OCHD) has evaluated the site. A new septic system is proposed to serve both the existing clubhouse and proposed event center. Receiving the septic permit may be a condition of approval. As such, this standard may be met.

- (J) Utility Service. All utility service shall be underground, unless deemed impractical by the Township, on the basis of the size of the development, the cost of placing utility service underground, the character of the area, and such other factors as are deemed important by the Township.

Underground gas and electrical are shown on the plan. As such, this standard may be met.

- (K) Exterior Uses. Exposed storage areas, machinery, heating and cooling units, service areas, loading areas, utility buildings and structures, and similar accessory areas shall be located to have a minimum negative effect on adjacent properties, and shall be screened, if reasonably necessary, to ensure compatibility with surrounding properties.

The HVAC, electric transformer, and generator are proposed on the south side of the building. No screening is proposed. This location is not near any adjacent properties and screening may be unnecessary. If the PC agrees, this standard may be met.

- (L) Emergency Access. All buildings and structures shall be readily accessible to emergency vehicles. Prior to approval or as a condition of approval, building layouts, internal circulation, and other site characteristics that affect life safety shall be reviewed and approved by the appropriate public safety official or fire marshal.

As stated above, the Fire Chief is satisfied with the Plan. As such, this standard may be met.

- (M) Water and Sanitary Sewer. Water and sanitary sewer installations shall comply with all Township, County and State specifications and requirements, and the utility service area policies outlined in the M-231 Sub-Area Plan, as applicable.

According to the narrative, a new well was recommended by the OCHD as a backup to the existing Type II well. Receiving the well permit may be a condition of approval. As such, this standard may be met.

- (N) Signs. Signs shall be located to avoid the creation of distraction and visual clutter. They shall be designed to be visually compatible with the architecture of the principal structure. Sites with multiple signs should incorporate common design theme.

One wall sign is proposed on the architectural rendering. This sign will require separate zoning approval. As such, this standard may be met.

- (O) Building Design. To the maximum extent reasonable, new or substantially remodeled buildings shall be reasonably compatible in appearance with, or shall enhance, the established general character of other buildings in the immediate vicinity or development.

The Architectural Plans of the new building appear compatible to the existing Clubhouse. If the PC agrees, this standard may be met.

- (P) Civic Space. At least one (1) civic space shall be provided per development, including but not limited to small parks, playgrounds, fountains and sitting areas, or other similar elements. The developer shall provide civic space that is designed and sized commensurate with the scale of the proposed development, intended user, level of public access, occupant load, and type of lot

While it could be argued that the entire golf course provides a civic space, the building will have an outdoor patio that may also qualify as civic space. If the PC agrees, this standard may be met.

Planning Commission Considerations

As the PC deliberates this application, we believe the following warrant your review and consideration. They are listed in no particular order:

- Whether the proposed parking lot expansion shall be paved
- Whether a sidewalk along the street frontage shall be required
- Whether additional trees should be planted along the north lot line to shield the neighboring dwelling from headlights
- Whether outdoor mechanical screening is necessary
- Whether the building design is compatible with the existing buildings on the property

Recommendation and Draft Motion

We believe a recommendation of approval with conditions is appropriate. In an effort to assist with your formulation of a motion in that regard, we offer the following motion for your consideration. In the event a motion is offered to deny, we will gladly draft that motion for consideration at your next meeting based on your direction.

Motion to recommend to the Board approval of the site plan as presented, which includes:

- Cover letter dated 10/5/2022 by Nederveld
- Cover sheet, C-100, revised 10/5/2022, by Nederveld
- Existing Site Conditions, C-201, revised 10/5/2022, by Nederveld
- Demolition Plan, C-203, revised 10/5/2022, by Nederveld
- Overall Site Layout, C-204, revised 10/5/2022, by Nederveld
- Site Layout, C-205, revised 10/5/2022, by Nederveld
- SESC & Grading, C-300, revised 10/5/2022, by Nederveld
- Photometric Plan, 10/5/2022, by Morgan M. Landon
- Architectural rendering, revised 10/5/2022, by Lakewood Construction
- Floor Plan, A-111, revised 10/5/2022, by Lakewood Construction
- Roof Plan, A-131, revised 10/5/2022, by Lakewood Construction
- Exterior Elevations, A-201, revised 10/5/2022, by Lakewood Construction
- Exterior Elevations, A-202, revised 10/5/2022, by Lakewood Construction
- Updated narrative received 10/27/2022, Nederveld

With the following conditions:

- Ottawa County Water Resources Commissioner approval shall be required prior to issuance of a building permit
- Ottawa County Health Department approval of well and septic shall be required prior to issuance of a building permit.
- [insert condition]

Pigeon Creek Golf Course – Planned Unit Development Site Plan Amendment
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The public hearing is scheduled for your November 22, 2022 meeting. If you have any questions, please let us know.

JL
Planner

Attachments