

ROBINSON TOWNSHIP PLANNING COMMISSION
January 28, 2026

The regular meeting of the Robinson Township Planning Commission was called to order at 7:00 PM. at the Robinson Township Hall.

Present

Shawn Martinie
Bill Maschewske
Phil Crum
Steve Ambrose
Lydia Brown
Kathy Kuck

Absent

Michelle Gillespie

Also present were Township Attorney Ron Bultje, Zoning Administrator Andrea Goodell, Doug Marshall and his attorney Jennifer Lynn, and five additional members of the public. The attendance sheet is attached.

Approval of Agenda

A motion was made by Kathy Kuck and seconded by Steve Ambrose to approve the agenda of the January 28, 2026 meeting as written.
The motion carried unanimously with one member absent.

Adopting of Previous Minutes

A motion was made by Lydia Brown and seconded by Shawn Martinie to approve as written the minutes of the January 8, 2026 Planning Commission meeting.
The motion carried unanimously with one member absent.

Non-Commission Member Inquiries and Questions – None

Reports and Communications

Steve Ambrose reported he attended an Ottawa County Workshop regarding renewable energy. The experiences of Blendon Township were reviewed. One of the significant issues communicated was that the solar panels associated with solar farms leach heavy metals into the soil. Therefore, the combination of solar farms additionally growing crops could be an issue. It was also noted that some farms have already been restricted in growing crops because of this leaching.

Township Attorney Bultje further noted that the Township could adopt a State compliant renewable energy ordinance (CREO) to perhaps gain more control over the siting of renewable energy facilities. He also noted that some communities have had success in gaining partial local control by not having a State compliant ordinance and working with the applicant in developing one. Applicants appear to prefer working with local municipalities in preference to the State.

Attorney Bultje also stated the Township may wish to address adopting a Data Center Ordinance, as this is becoming a significant issue in Michigan.

Announcements – None

Old Business -- None

New Business

Election of Officers

Chairperson Martinie requested if anyone wished to run for a position other than the current officers. There was no response.

A motion was then made by Kathy Kuck and seconded by Steve Ambrose to nominate the current slate of officers (Shawn Martinie – Chairperson, Lydia Brown – Vice-Chairperson, and Bill Maschewske – Secretary).

The motion carried unanimously with one member absent.

Boersen Special Use Application and Site Plan

Robert and Mandy Boersen were present to represent their Special Use and Site Plan applications to construct additional living space and an attached garage to their house in the E-1 Zoning District at 10397 North Cedar Street. The proposed construction would be within the 100-year flood plain.

Because of significant missing information, Chairperson Martinie reviewed the timeline for Township Board public hearing and review. It appeared that even if the Planning Commission were able to approve the Site Plan and Special Use on this date, due to noticing requirements the Township Board could not hold the required public hearing until their March meeting. This appeared to meet Mr. Boersen's construction schedule. It was further noted that the Variance approval previously received from the Zoning Board of Appeals for the rear yard setback would expire on March 31, 2026.

Bill Maschewske – Questioned the compliance of the application with Section 9.3(A)(2) which requires the floor surface of habitable space to be at least 1 ft. above the 100-year flood elevation. The floor level of the breezeway appears to be several inches lower than the 100-year flood elevation.

Township Attorney Bultje – Stated the requirement in the Zoning Ordinance was included since the State required the same. Since the State (EGLE) has permitted the current floor elevations, this requirement is waived.

Since an advisory public hearing was posted by the Township, the public hearing was declared open by Chairperson Martinie. The applicants were the only member of the public present specifically for the Boersen Public Hearing.

Hearing no comments from any of the public, a motion was made by Kathy Kuck and seconded by Lydia Brown to close the advisory public hearing,

The motion carried unanimously with one member absent.

Robert Boersen – Inquired which elevation view the Planning Commission had in their packets. He noted the plan had changed on 9/15/25 and the elevation of the breezeway and garage floors were increased to 592.8 ft. to match the floor level in the existing house. The EGLE approval was based upon the updated

elevation view. The applicant provided a new elevation sketch with date of 9/15/25. The applicant also provided updated Site Plan documents including the survey, the Soil Erosion and Sedimentation approval, and the EGLE permit.

Mr. Boersen – Inquired when his variance approval expires.

Bill Maschewske – Noted it was approved on March 31, 2025 and is good for one year.

Mr. Boersen – Stated that even if his Site Plan and Special Use would be reviewed on February 24, 2026 and the Township Board would hold the required public hearing on March 11, 2026, he would request an extension of his variance approval from the Zoning Board of Appeals anyway.

Chairperson Martinie – Where are the well and septic located?

Mr. Boersen – The well is in the house and the septic is 3 ft. from the edge of the proposed garage.

Chairperson Martinie – Is there any exterior lighting, where is it, and what type of fixtures. This would need to be shown on the Site Plan.

Bill Maschewske – Where are the 50 cubic yards of fill approved by EGLE going?

Mr. Boersen – Primarily for the proposed garage, but in general, as needed.

Township Attorney Bultje – Requested the Zoning Administrator to add comments in her memo on this subject regarding Section 9.3(A) of the Zoning Ordinance.

Mr. Boersen – Noted that EGLE inquired about the height of the garage. He actually would like an 8/12 pitch instead of 7/12, thereby increasing the height of the addition.

Chairperson Martinie – Stated the elevation view in the application should be updated to show the pitch change and the new height which would still be compliant with the Zoning Ordinance.

A motion was made by Kathy Kuck and seconded by Lydia Brown to table the Boersen Special Use application until February 24, 2026.

The motion carried unanimously with one member absent.

Marshall Special Land Use and Site Plan Review

At 8:02 PM., the Marshall Special Use application referred to the Planning Commission by the Township Board was considered. The Township Board at their December meeting considered the renewal application and noted that an additional campsite was added to the Site Plan that permitted tent camping. The Township Board renewed the previously approved Special Use and Site Plan that provided for two RV campsites and not the third tent campsite on the West parcel. The Township Board referred the application to the Planning Commission for review of the addition of a second campsite for tents on parcel -004 for recommendation back to the Board.

Chairperson Martinie – Requested what rationale the applicant used to think tent sites were permitted and how allowing them would not set a precedent for permitting tent rental sites throughout the Township.

Doug Marshall – He has been renting the second site on parcel -004 since he started renting the RV sites and since the Zoning Ordinance does not address renting sites for tents, he just did it without problems.

He claimed the tent rental site just reflected what he had been doing for several years. He noted he rents from mid- May until approximately October. He feels the tent site rental is just a natural extension of the RV site rentals.

Attorney Jennifer Lynn – Stated she is grateful the Township has worked with the applicant. She noted the original application was for RVs on site and there is a residential use to the East.

Chairperson Martinie – Is there any mechanism to permit the use in the Zoning Ordinance.

Township Attorney Bultje – The applicant has been doing it for five years. Additionally, the Township allows one tent with an RV provided the total occupancy does not exceed the one campsite limit.

Bill Maschewske – Questioned how the Planning Commission can approve something that is not permitted in the Zoning Ordinance.

Lydia Brown –Referenced the 2023 application of Mr. Marshall and stated she asked Mr. Marshall at that time what the second water and electrical hook-up were for on parcel -004. She stated the response she got from Mr. Marshall was so the renter with an RV had a choice of which site to use. There was no mention of renting the additional hook-up on parcel -004 for tent camping in addition to one RV rental on the parcel.

Attorney Jennifer Lynn – Does the fact that money changes hands make this a problem?

Chairperson Martinie – That does make it a commercial use.

Lydia Brown – In violation of the 2023 conditions of the Planning Commission, the online advertisement states that a honey-wagon is available. The advertisement further states that a 5- gallon solar shower is available.

Doug Marshall – The shower is just a tarp around a tree with bio-degradable soap. The honey-wagon is not being used.

Lydia Brown – The advertisement further lists bathroom facilities on site.

Doug Marshall – It is the porta-jon.

Lydia Brown – What is the building on site.

Doug Marshall – It is storage for fire rings and camping equipment. The renters do not have access.

Bill Maschewske – What is the Planning Commission specifically making a recommendation on?

Township Attorney Bultje – The tent site and any other changes to the Site Plan from the last Site Plan.

Chairperson Martinie – Inquired about amending a Special Use. It was noted that some of the changes could be handled administratively as a minor Site Plan change per Section 31.11 of the Zoning Ordinance.

Lydia Brown and Chairperson Martinie – Both are opposed to the addition of the tent site.

Doug Marshall – What if one of the RV sites has a tent also?

Bill Maschewske – That was already addressed by the Township Board.

Chairperson Martinie stated the minor changes to the Site Plan are to be addressed administratively by the Zoning Administrator (trash can relocation, screening for the porta-jon, and relocation of the porta-jon).

A motion was made by Kathy Kuck and seconded by Lydia Brown to recommend to the Township Board to deny the proposed tent site as a third rental site; the Special Use is limited to two RV's, one RV per lot as allowed by Section 9.3 of the Zoning Ordinance.

A roll call vote was taken.

Phil Crum – Yes

Lydia Brown – Yes

Bill Maschewske – Yes

Shawn Martinie – Yes

Steve Ambrose – Yes

Kathy Kuck – Yes

The motion carried unanimously with one member absent.

Pay Bills

A motion was made by Kathy Kuck and seconded by Shawn Martinie to pay salaries for the January 28, 2026 Planning Commission meeting (6 members present, 1 member absent).

The motion carried unanimously with one member absent.

Any and All Other Business that May Come Before the Board

Zoning Administrator Goodell stated that Supervisor MacMillan has questioned her regarding outdoor storage of off-road vehicles. It was concluded that there was nothing in the Zoning Ordinance to prohibit this. The Zoning Administrator further stated that the specific vehicles in question were demolition derby vehicles.

Chairperson Martinie stated that if the Supervisor wanted to request the Planning Commission to investigate the outdoor storage of demolition derby vehicles, the Planning Commission could do that. The Zoning Administrator offered to contact Wright Township regarding any regulations they might have since the Berlin Raceway was located there.

Chris Markatos – Commented that he was concerned the Township would consider restricting tent camping. He noted it was an economical means for young families to enjoy camping. He also stated he would have materials before the Planning Commission in the near future regarding uses on his property.

Adjournment

A motion was made by Steve Ambrose and seconded by Kathy Kuck to adjourn the Planning Commission meeting at 9:10 PM.

The motion carried unanimously with one member absent.

Respectfully submitted,

Bill Maschewske, Secretary
Robinson Township Planning Commission

Attachments:

Memorandum dated January 14, 2026 from Zoning Administrator Andrea Goodell regarding the Limberlost Timpe/Marshall Special Land Use Renewal Application 2026

Memorandum dated November 20, 2025 from Zoning Administrator Andrea Goodell regarding the Boersen Special Land Use and site plan application in the E-1 Overlay Zoning District.

Second Memorandum dated January 28, 2026 from Zoning Administrator Andrea Goodell regarding the Boersen Special Land Use and site plan application in the E-1 Overlay Zoning District.

Attendance Sheet for the January 28, 2026 Planning Commission meeting.



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MEMORANDUM

To: Robinson Township Planning Commission
From: Andrea Goodell, Planning and Zoning Administrator
Date: January 14, 2026
Re: Limberlost Timpe/Marshall Special Land Use Renewal Application 2026

The Township has received an application from Douglas Marshall to revise the Special Land Use (SLU) permit for the 2026 season for parcel numbers:

70-04-33-200-004 and 70-04-33-200-005

Per Robinson Township Zoning Ordinance (RTZO) Section 9.3(D) *Special Use Approval in the E- 1 Lowland Resource Conservation Overlay Zoning District:*

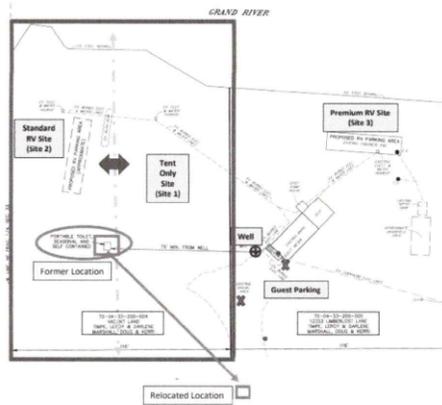
Section 9.3(D) Recreational Vehicle Parking, one (1) recreational vehicle per lot, for up to one hundred (100) days (including any part of a day) per calendar year (any special use permit issued pursuant to this subsection shall be subject to an annual renewal requirement)

The Board discussed this application and approved the site plan that included the two original camp sites at its December 10, 2025, meeting. However, the Board sent the site plan back to the Planning Commission (PC) for review prior to renewing the Special Use in its entirety due to a third, undocumented camp site.

Observations and Findings

Parcels No. 200-004 and 200-005 are 1.7 acres and 1.65 acres, respectively. The two properties are on the shore of the Grand River at the end of Limberlost Lane.

The owners Doug and Kerri Marshall have operated One Grand Place Riverside Retreat with two Recreational Vehicle (RV) campsites and one tent campsite for several years. However, only the RV campsites have been reported to the Township and approved for such use before now. Below is a site plan showing the location of the three campsites.



Since 2023, one RV site per parcel has been allowed as part of a special use permit (to be renewed annually) as allowed by Section 9.3(D) Recreational Vehicle Parking (see page 1 above).

Recreational Vehicles versus Tents

The applicant has stated he believed tents did not need to be noted in the site plan as they are not mentioned in the RTZO. However, the special use provision of Section 9.3(D), which has been used to justify recreational vehicles on the two Marshall properties, specifically notes "recreational vehicle," which is not a tent.

For your reference, below is the RTZO definition of recreational vehicle:

Section 3.93 RECREATIONAL VEHICLE.

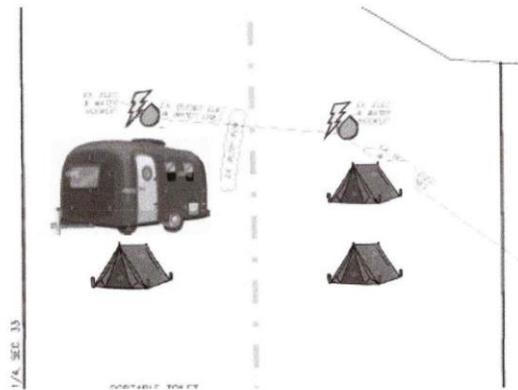
A vehicle primarily designed and used as temporary living quarters for recreational, camping, or travel purposes, including a vehicle having its own motor power or a vehicle mounted on or drawn by another vehicle.

As you will note above, recreational vehicles are defined as a "vehicle" and can include motor power or be absent motor power. Given that the RTZO does not define "vehicle," we are required to use the standard dictionary definition. Pursuant to Merriam Webster online, "vehicle" is defined as, "as means of carrying or transporting something." We do not believe that tents meet the definition of a vehicle.

Elsewhere in the RTZO, tents are indirectly accommodated, because camping and campsites **are** mentioned.

Section 20.2 Planned Unit Development Permitted Uses of the RTZO lists camps and campgrounds as permitted within the confines of a Recreational Planned Unit Development (PUD). As you know, the process to create and approve a PUD is much different than a Special Land Use, which is the process the applicant has chosen.

Parcel 200-004 has two (2) camp sites. Per the applicant, one is for tent camping, one is for an RV. However, the sites are interchangeable (see image below provided by the applicant). They are divided by a small hedgerow.



To the west, parcel 200-005 has one (1) RV site for a total of three (3) sites between the two parcels.

Each site allows up to six (6) people per nightly rental for a total of 18 people maximum for the two parcels if all three sites are rented out.

Section 31.7 Required Data for Detailed Site Plan and Section 31.8 Standards for Site Plan Review

While we would ordinarily review the application against the required data for a detailed site plan, we reviewed it using the standards for review as applied to Mr. Marshall's special land use application and renewals since 2023. For the purpose of this review, we find the application materials adequate and many of the site plan requirements not applicable.

Below are two sections to note. For your convenience, we offer our comments to each in italics:

- (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.

The applicant has indicated he has upgraded the screen used to camouflage the seasonal portable toilet. If the PC agrees this is sufficient, 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.

Fire Chief Eric Turbergen has reviewed the application and has no issues with it.

Section 32.5 General Standards for Considering Special Uses

As you are aware, the intent of the E-1 Zoning District special use requirements is to ensure careful consideration of any project in the lowland conservation area.

Once more, we find the application materials adequate and many of the site plan requirements not applicable similarly noted during the renewals since 2023. Below are four exceptions that might warrant your scrutiny. Again, for your convenience, our comments to each standard are provided in italics:

- B. The proposed use of land, buildings or structures shall not create substantial adverse or hazardous environmental conditions for adjacent property owners or the surrounding neighborhood. For the purposes of special use review only, "environmental conditions" shall include, but not be limited to the following general categories.
 1. Dispersion of light, heat, or other forms of radiant energy.
 2. Soil, air, and water quality and movement.
 3. Noise, both volume and pitch.
 4. Abundance and type of wildlife and vegetation.

The Planning Commission should discuss whether the addition of a third site would create substantial adverse conditions for adjacent property owners, particularly in relation to dispersion of light and noise.

- C. The concentration of population or land use resulting from a special use shall not be so substantially greater than the population or use density prevailing in the surrounding area so as to increase the likelihood of further requests for other land use changes which, if granted, would not conform to the land use types, patterns or density proposed for the surrounding area by the Township Master Land Use Plan.

The total potential number of residents on the property would be 18 — six (6) on each camp site. The Planning Commission should discuss the implications of this.

- D. Vehicular and pedestrian traffic circulation shall be designed to minimize conflicts on public streets and upon the property involved and to provide safe and convenient parking in relation to streets, pedestrian

walkways and adjoining properties or parking areas. Parking and loading space shall be provided according to the needs of the particular use.

The total potential number of vehicles on the Subject Parcels at any one time would be six — two per camp site. The Planning Commission should discuss the implications of this.

- H. The proposed use shall meet all additional standards or conditions of eligibility which are specified elsewhere in this Ordinance.

The Planning Commission should consider the implications of Section 9.3(D), which states recreational vehicles are allowed to be parked for up to 100 days per calendar year as a special use. More specifically, the PC should consider whether tents are included in that definition of recreational vehicle.

In the instance the Planning Commission requires a full copy of all of the review standards above, please let us know and we will prepare them for you. This matter has been scheduled for review at your January 27, 2026, meeting. Please contact me with any questions.

Andrea Goodell
Planning and Zoning Administrator

Attachments



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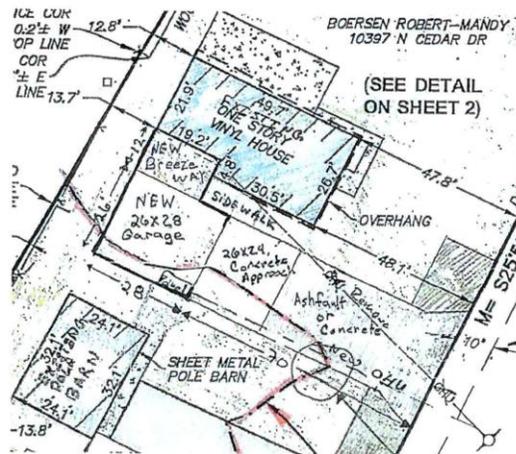
MEMORANDUM

To: Robinson Township Planning Commission
From: Andresa Goodell, Planning and Zoning Administrator
Date: November 20, 2025
Re: Boersen Special Land Use and site plan application in the E-1 Overlay District

Attached is a special use permit application from Robert Boersen to build an attached garage and breezeway on his parcel located at 10397 North Cedar Drive in the Residential One Family Zoning District (R-1) and Lowland Resource Conservation Overlay Zoning District (E1).

The E-1 Zoning District requires all new construction to obtain a special land use permit. Below, for your convenience, is a detail view of the proposed site plan. Further below we lay out the requirements for considering a special land use as well as for site plan review. The application is scheduled for a preliminary review at your January 28, 2026, meeting.

Due to the limited size of the 0.6-acre lot, options for development are limited. According to the project narrative, the proposed addition is situated in the only viable location that minimizes disruption and avoids the need for fill. The north side of the home is deeper within the floodplain and would require significant grading, which could interfere with natural drainage patterns and increase flood risk. The selected location follows the natural topography and is most environmentally appropriate choice.



EGLE permit

Because of the project's location within the Grand River flood plain, it requires the approval of the Michigan Department of Environment, Great Lakes, and Energy. On November 12, 2025, EGLE approved the project. The permit allows the applicant to place approximately 50 cubic yards of floodplain fill from an offsite source within the 1.0% annual chance (100-year) floodplain of the Grand River. The permit allows for the new attached garage/breezeway to be supported by a slab-on-grade foundation measuring approximately 950 square feet with a finished floor elevation of 592.8 feet NAVD88 (North American Vertical Datum of 1988). All

areas disturbed by the construction with native vegetation, lawn grass or other groundcover as applicable must be restored to their pre-construction states.

Site Plan Review Standards

Prior to recommending approval of a site plan, the Planning Commission shall find that the standards from Section 31.8 – Standards for Site Plan Review of the Robinson Township Zoning Ordinance (RTZO) are satisfied. For your convenience, we offer our comments to each in *italics*:

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. The changes fall in line with typical R-1 Residential Single-Family Zoning District uses, according to the Master Plan, which includes the goals of "Preserve and protect the natural resources of the area that provide rural character" and "Maintain the rural character of the community."

- (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.

This standard does not appear to apply.

- (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.

The Fire Chief has no concerns with the project. The proposed building will use the existing easement and a 24-foot-wide driveway. Per the narrative, the applicant will access their property via the driveway extension from their private drive and may introduce a slight jog from the current driveway location to exit an easement sooner, depending on the final grading. These appear adequate. If the Planning Commission (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 appear to 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.

The site grade will remain largely unchanged and, thus, not increase any affect on the natural environs. 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 addition will include rain gutters and downspouts to manage roof runoff. Water will be directed away from the structure and toward landscaped areas that allow for natural infiltration, preventing runoff from affecting neighboring properties and mitigating the risk of erosion or ponding. If the PC agrees, the 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 (grass) is to remain untouched, and so will be unaffected by this construction. 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.

This standard does not appear to apply.

- (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.

This project will not create additional septic or water needs. 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.

One overhead powerline would be moved to accommodate the proposed driveway. With the proximity to the water and the character of the neighboring properties, the fact that the project is a single home rather than a typical commercial project, an overhead line would seem to be sufficient. If the PC agrees, 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.

This standard does not appear to apply.

- (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 has no concerns with the project. The proposed driveway is 24 feet wide. 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.

This standard does not appear to apply.

- (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.

This standard does not appear to apply.

- (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 proposed attached garage and breezeway are to be constructed out of the same materials as the existing house. At its peak, the garage would be 17 feet, 10 inches tall, compared to the 13 feet of the home's peak. The PC should discuss whether this height difference is consequential to the compatibility. If they do not believe it to be consequential, 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.

The proposed project is a residential property with no public access and intended only for private use; therefore, it does not appear that the requirement to include a civic space applies. In other words, it is not a traditional development. If the PC agrees, this standard may be met.

Section 32.5 General Standards for Considering Special Uses

As you are aware, the intent of the E-1 Zoning District special use requirements is to ensure careful consideration of any project in the lowland conservation area.

Per Section 32.5 – General Standards for Considering Special Uses of the RTZO, you are to consider the following standards when reviewing applications for a special use permit. Again, for your convenience, our comments to each standard are provided in italics:

- A. The size, character and nature of any buildings or structures to be erected, constructed or located upon the lot shall not create serious social, economic or visual conflicts with adjacent land uses or the immediate neighborhood.

The proposed addition appears to fit in with the residential aesthetic of the neighborhood. If the PC agrees, this standard may be met.

B. The proposed use of land, buildings or structures shall not create substantial adverse or hazardous environmental conditions for adjacent property owners or the surrounding neighborhood. For the purposes of special use review only, "environmental conditions" shall include, but not be limited to the following general categories.

1. Dispersion of light, heat, or other forms of radiant energy.
2. Soil, air, and water quality and movement.
3. Noise, both volume and pitch.
4. Abundance and type of wildlife and vegetation.

The addition of an attached garage should not change these uses or create substantial adverse or hazardous environmental concerns. If the PC agrees, this standard may be met.

C. The concentration of population or land use resulting from a special use shall not be so substantially greater than the population or use density prevailing in the surrounding area so as to increase the likelihood of further requests for other land use changes which, if granted, would not conform to the land use types, patterns or density proposed for the surrounding area by the Township Master Land Use Plan.

Neither the population nor the use of land should change due to this special land use. As such, this standard may be met.

D. Vehicular and pedestrian traffic circulation shall be designed to minimize conflicts on public streets and upon the property involved and to provide safe and convenient parking in relation to streets, pedestrian walkways and adjoining properties or parking areas. Parking and loading space shall be provided according to the needs of the particular use.

E. Safe and adequate water supply and sewage disposal facilities shall be provided as required by County and State regulations and shall be designed for compatibility with existing systems and future development.

F. The period of day and times of the year during which a special use activity commences or continues should be reasonably related to both the use and the neighborhood or area in which it is proposed.

Neither vehicular nor pedestrian traffic should be altered. Water and sewage disposal are to remain unchanged under this proposal. The land would be used in much the same way as it is now. As such, this standard may be met.

G. The proposed use shall not create excessive additional demand, at public cost, for public facilities and services.

No additional demand is expected. As such, this standard may be met.

H. The proposed use shall meet all additional standards or conditions of eligibility which are specified elsewhere in this Ordinance.

The proposal appears to meet all other standards within the RTZO. As such, this standard may be met.

I. The proposed use shall be consistent with the intent and purpose of the Zoning District in which it is proposed to be located, with the overall intent and purpose of this Ordinance, and with other applicable ordinances and statutes.

The underlying district is R-1, which, per the RTZO, is intended to encourage a suitable environment for predominantly low-density, single-family dwellings along with other related

facilities. A garage for a home would appear to be consistent with that. If the PC agrees, this standard may be met.

- J. The proposed use shall comply with any standards specified in the Chapters of this Ordinance corresponding to the Zoning District wherein the special use is proposed.

We believe the proposal is compliant with the RTZO. If the PC agrees, this standard may be met.

- K. The proposed use shall comply with any standards specified in Chapter 3, Definitions, and Chapter 4, General Provisions.

We have found the proposal to be compliant with Chapters 3 and 4. If the PC agrees, this standard may be met.

- L. The proposed use shall comply with the requirements, terms and conditions of the Robinson Township Earth Change Ordinance, as amended, as if the Earth Change Ordinance applied to special uses.

Little to no excavating is planned as part of the proposal. As such, this standard may be met.

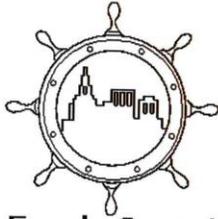
Public Hearing

Pending the Planning Commission's review, you need to determine whether the application is ready for public hearing with the Board of Trustees.

Please let us know if you have any questions.

Andrea Goodell

Planning and Zoning Administrator



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ADDENDUM

To: Robinson Township Planning Commission
From: Andresa Goodell, Planning and Zoning Administrator
Date: January 28, 2026
Re: Boersen Special Land Use and site plan application in the E-1 Overlay District

Attached is a *special use permit application* from Robert Boersen to build an attached garage and breezeway on his parcel located at 10397 North Cedar Drive in the Residential One Family Zoning District (R-1) and Lowland Resource Conservation Overlay Zoning District (E1).

The previous memo should have included a vicinity map showing the Subject Parcel is surrounded by R-1 Single Family Residential lots.



ZBA

Also please note, per Section 4.31(B) of the RTZO, the applicant applied for and received a dimensional variance from the ZBA on March 31, 2025, to add an attached garage and mudroom where the expansion would violate the required minimum rear setback of 20 feet. The ZBA granted the Applicant a variance from 20 ft. to 13.7 ft. minimum. Because of the easement for access to the parcel, the East property line is the front lot line and the West property line is the rear lot line per the Zoning Ordinance.

Please let us know if you have any questions.

Andrea Goodell

Planning and Zoning Administrator



SIGN IN SHEET
Regular Meeting of the
Planning Commission

Wednesday, January 28, 2026 - 7:00 pm

PRINT NAME	SIGNATURE
Rob Boersen	<i>[Signature]</i>
Mandy Boerson	<i>[Signature]</i>
Vicki Sund	<i>[Signature]</i>
Jennifer Lynn Of Marshall	<i>[Signature]</i>
CHRIS MANKATO S	<i>[Signature]</i>
David Sund	<i>[Signature]</i>

