

ROBINSON TOWNSHIP PLANNING COMMISSION
October 25, 2016

The special meeting of the Robinson Township Planning Commission was called to order at 7:30 PM at the Robinson Township Fire Station.

Present	Absent
Shawn Martinie Rich Sibley Travis Vugteveen Bill Maschewske Tom TenBroeke	George Schippers Steve Young

Also present were Township Attorney Ron Bultje, Zoning Administrator Kathy Kuck, and eight members of the public. See attached attendance sheet.

A motion was made by Tom TenBroeke and seconded by Rich Sibley to approve the August 31, 2016 Planning Commission minutes as written. The motion carried unanimously.

Non-Commission Member Inquiries – None

Reports and Communications

Travis Vugteveen reported the following from the Township Board.

1. The Township Board approved the vacating of Eastman St. in regard to the Horton property.
2. Jacob Wiersma was approved as a new fire fighter.
3. Both the Township and the fire department insurance have been renewed.

Announcements

Chairperson Martinie noted that the Planner the Township has been contracting, David Jirousek, is no longer with LSL and now is employed by Williams and Works. With the retirement of Paul LeBlanc, LSL decided to close the Grand Rapids office.

The consensus of the Planning Commission was to recommend to the Township Board to continue to work with David Jirousek at Williams and Works at least for the short term.

Old Business

Discussions regarding the Bay Park Sapphire LLC Site Plan and Special Use applications were again resumed. The applicants have submitted new architectural drawings and a revised Special Use application. A report has also been received from the Township Planner, David Jirousek, now at Williams and Works, detailing his review of the newly submitted materials.

Chairperson Martinie – Noted that the Planning Commission requires a one- time complete submission of all materials to avoid trying to sort through old documents to try to determine what materials are still applicable.

Travis Vugteveen – Inquired if the plan had been revised to meet the build-to requirement off 120th Ave.

Dalane Vandenberg representing Bay Park Sapphire LLC – No.

Dalane Vandenberg – Requested the Planning Commission to review the applications as far as possible tonight.

In response to this request, the Planning Commission reviewed the October 14, 2016 report from David Jirousek of LSL Planning. The lettering follows this letter and the requirements in Section 32.5 of the Zoning Ordinance.

- A. Acceptable.
- B. Acceptable with conditions of outside agency approvals.
- C. The Planning Commission consensus is that the submitted materials are acceptable, however, LSL Planning indicates conditions necessary. Chairperson Martinie is to contact David Jirousek to determine what possible conditions he had in mind but did not specify in the report.
- D. The interconnectivity option needs to be preserved. Additionally, the drive on 120th Ave. does not meet the 250 ft. separation requirement. This could be acceptable according to Section 4.55 of the Zoning Ordinance if the Ottawa County Road Commission grants their approval.
- E. Public water connection will be required. The public sewer requirement will be met by the signing by the applicants of the special assessment agreement.
- F. Acceptable.
- G. The special assessment agreement needs to be signed.
- H. Several deficiencies noted in the Site Plan review.
- I. Acceptable.
- J. The report identifies minor deficiencies in the Site Plan.
- K. Does not meet the standards. Conditions were noted in the report regarding light fixture specification regarding:
 - 1. Type and Style.
 - a. Under-canopy lighting shall be mounted flush or recessed. This is unknown.

- b. Pole-mounted light fixtures shall be constructed and installed in such a manner that all light emitted, either directly from the lamp or a diffusing element, or indirectly by reflection or refraction from any part of the luminaire, is projected below the horizontal plane through the lowest light emitting part – Unknown.
- c. Light from any illuminated source shall be so shaded, shielded, or directed that the light intensity or brightness will not be objectionable to surrounding areas – Unknown.
- 2. Fixture height maximum: 20 ft: Seven light fixtures are mounted at 25 feet, exceeding the maximum. Fixture height was determined to be acceptable after Planning Commission review.
- 3. Illumination levels in Foot-candles (fc). Complies except for item c. where several points exceed the limit.
- L. Acceptable to the Planning Commission.

The Site Plan Review Standards were considered next. The following are identified per the October 14, 2016 LSL report and Section 31.8 of the Robinson Township Zoning Ordinance.

- A. The building must shift by approximately five feet to meet the build-to zone requirement along 120th Ave.
- B. Meets standard.
- C. See Special Use condition identified in Section 32.5 D above (access from 120th Ave.).
- D. Need to preserve interior street connectivity.
- E. Not applicable.
- F. Need outside agency approval.
- G. Meets standard.
- H. Screening complies.
- I. Complies.
- J. Utilities – meets standard.
- K. Exterior uses – Need details before this can be evaluated. South and East visuals are missing.
- L. Need Fire Chief, Ottawa County Emergency Management, and Ottawa County Water Resources review and approval prior to Planning Commission recommendation.
- M. Water is acceptable and sewer will be with signed special assessment agreement.
- N. Signs – meets Section 4.44 for proposed size and setback, however, the applicant would need Zoning Board of Appeals approval to exceed the 100 square foot limit (not a variance). There is no sign detail included in the submissions at this time. The applicants stated they will review this issue.
- O. The Planning Commission questions how the LSL report determines the building meets Section 18.3 C. Chairperson Martinie to follow-up with David Jirousek.
- P. Meets standard.

The October 14, 2016 LSL report finds seven areas that the applicant needs to address. Of these seven items, it was determined that the height of the lights was acceptable. However, visuals are needed of the site from the South and East.

Dalane Vandenberg – Submitted a picture of the fuel dispenser. They are requesting more than 16 hoses since they want more than 2 hoses on one of the pumps. The interpretation is that it still serves the same number of customers.

Chairperson Martinie – The availability of a draft recommendation and report to the Township Board for the next meeting was discussed with Township Attorney Ron Bultje.

The consensus of the Planning Commission requested the Township Attorney to prepare a recommendation for the November meeting.

New Business

At 9:40 PM., a rezoning request from the Ottawa County Parks Department for parcel no. 70-04-33-400-032 was reviewed to rezone the current RR portion of the parcel to B-1 to permit the construction of a parking lot for the non-motorized bridge pathway. The applicant has requested contract zoning.

Director John Schultz made a presentation of the reason for the proposed rezoning. The parking area will be utilized by persons using either the bridge pathway or the Greenway Trail connecting Connor Bayou Park to the M-231 bridge pathway and Spoonville Trail.

Aaron Bodbyl-Mast representing Ottawa County – Submitted an updated map of the subject parcel which is owned by MDOT. He gave an explanation of the location of signs and lights. The siting of the parking was noted to be directed by MDOT. It was stated that this is a contract rezoning.

Township Attorney Bultje – Indicated that he would prepare the requested contract, using the previous contract for zoning used by the Township as a guide and including the conditions noted in the application. He noted that the Township would reserve the right to initiate rezoning if the parking lot usage ceases. MDOT will have to be part of the contracting party.

Chairperson Martinie – Inquired if anyone noted any issues. None were stated.

Following discussion, it was agreed that construction of the parking lot would require Site Plan Review.

Section 4.34 Outdoor Lighting, was reviewed and it was determined that Sections A and B were applicable but not C. since the parking area was not a commercial use.

A public hearing on the rezoning request and a Recommendation and Report to the Township Board would be needed to proceed.

A motion was made by Rich Sibley and seconded by Tom TenBroeke to schedule a public hearing for November 22, 2016 for the Ottawa county Parks Dept. rezoning request for a portion of parcel no. 70-04-33-400-032 to rezone from RR to B-1. The motion carried unanimously.

A motion was made by Tom TenBroeke and seconded by Rich Sibley to pay salaries for the month of October 2016 (1 meeting). The motion carried unanimously.

A motion was made by Travis Vugteveen and seconded by Tom TenBroeke to adjourn the Planning Commission meeting at 10:20 PM. The motion carried unanimously.

Respectfully submitted,

Bill Maschewske, Secretary
Robinson Township Planning Commission



SIGN IN SHEET
Planning Commission Meeting
October 25, 2016 at 7:30 pm

PRINT NAME

SIGNATURE

PRINT NAME	SIGNATURE
Kathy Kuck	Kathy Kuck
Dalane Vandenberg	Dalane Vandenberg
Debby Harvey	Debby Harvey
Mike Boas	MB