Georgetown Charter Township

1515 Baldwin St., Jenison, MI 49428

Planning Commission Meeting Agenda

September 21, 2016, 7:30 p.m.

1. Call To Order
2. Roll Call
3. Approval Of The Agenda
4. Approval Of The Minutes Of The Previous Meeting
5. Old Business
6. New Business

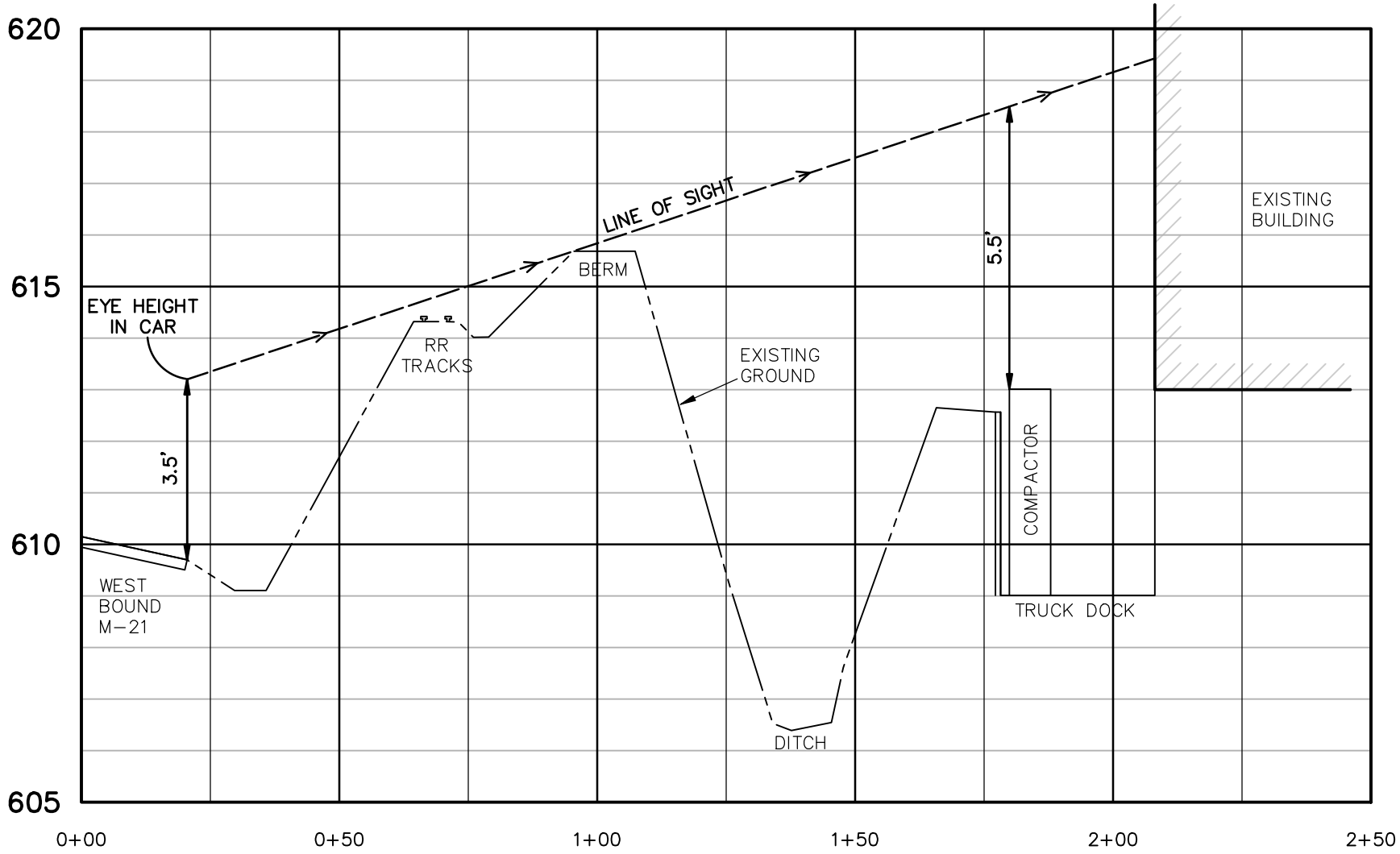
   6.I. Site Plan (Revision) – (ST1615) Advanced Interiors – 6656 Pine Ridge Ct.

   Documents:

   DUMPSTER.PDF
   SIGHT.PDF
   SITE PLAN.PDF
   ADVANCEDI NTERIORS STAFF REPORT FOR DUMPSTER.PDF

7. Communications, Letters And Reports
8. Public Comments
9. Other Business
10. Commissioner/Staff Comments
11. Adjournment

08/16/2016

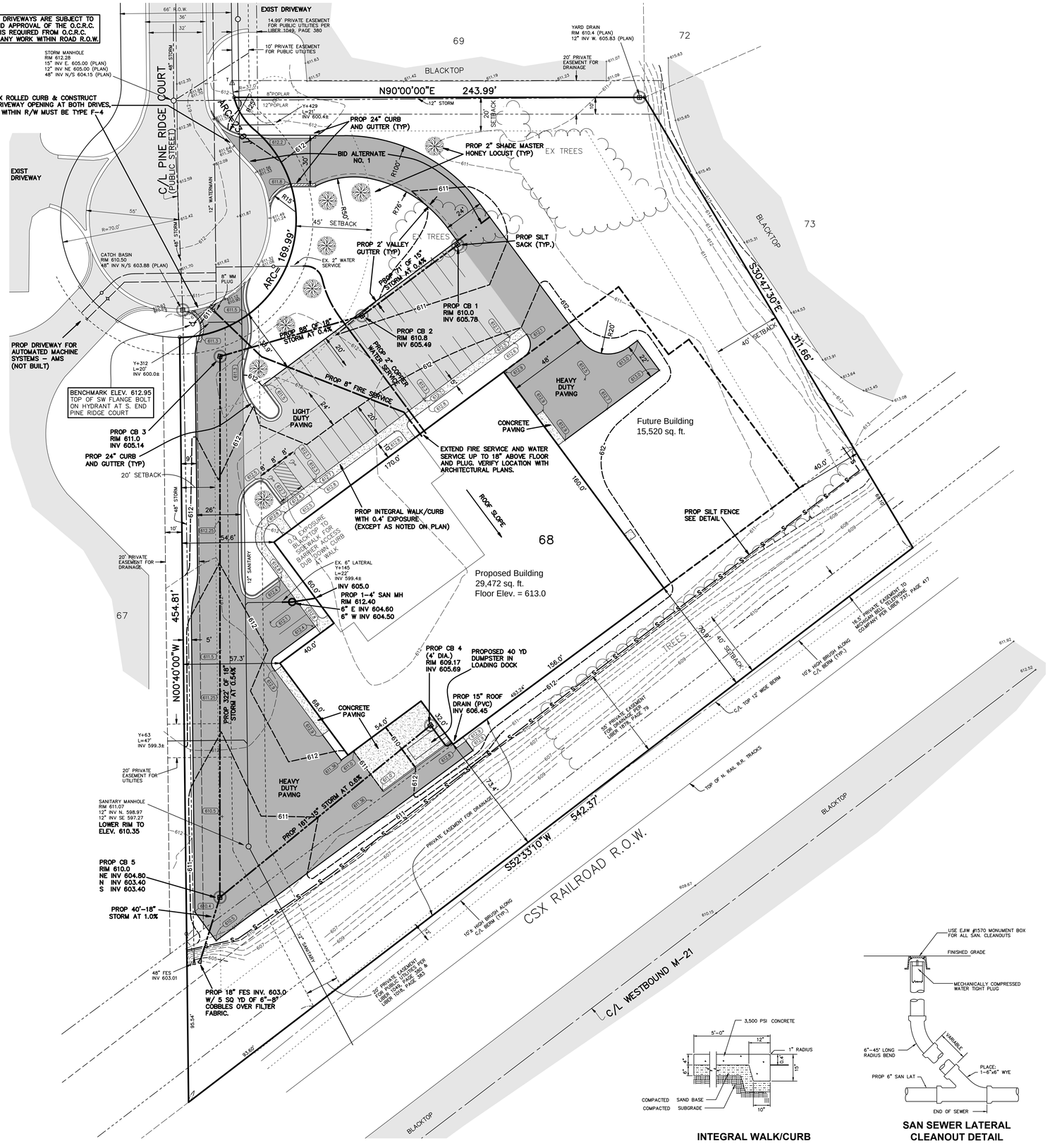


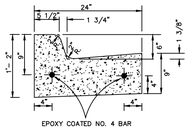
SIGHT-LINE CROSS SECTION

HORIZ. SCALE: 1" = 30'
VERT. SCALE: 1" = 3'

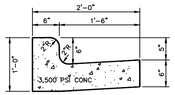
Prepared by: Exxel Engineering, Inc.
5252 Clyde Park Avenue, SW
Grand Rapids, MI 49509

RE: Advanced Interior
6656 Pine ridge Ct. 141835E
8/15/16 JDR



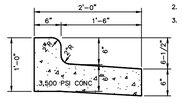


F4 CURB DETAIL
(WITHIN PUBLIC R/W)

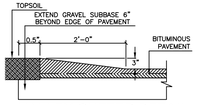


24" HEAD CURB DETAIL
(PITCHED IN-SHOWN HATCHED ON PLAN)

24" Curb & Gutter Notes:
1. Contraction Joints shall be placed every 10 ft
2. Expansion Joints shall be placed at all Radius Points
3. Dub down head curb at ends or match walks and existing curbs



24" HEAD CURB DETAIL
(PITCHED OUT)

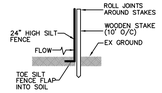


VALLEY GUTTER DETAIL

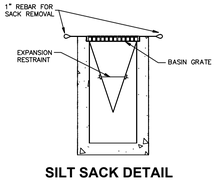
STANDARD DUTY PAVING SECTION
(SHOWN WITH LIGHTER SHADING)

HEAVY DUTY PAVING SECTION
(SHOWN WITH DARKER SHADING)

CONCRETE PAVING DETAIL



SILT FENCE DETAIL



SILT SACK DETAIL

INTEGRAL WALK/CURB

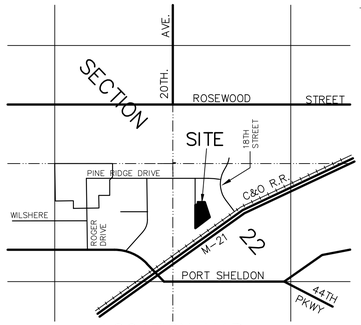
SAN SEWER LATERAL CLEANOUT DETAIL

STATE OF MICHIGAN
DOUGLAS JAY STALSONBURG
ENGINEER No. 23814
LICENSED PROFESSIONAL ENGINEER

811
Know what's **below.**
Call before you dig.

SCALE : 1"=30'
1' CONTOUR INTERVAL

- = IRON STAKE FOUND
- = IRON STAKE SET
- = MONUMENT
- = TELEPHONE BOX
- = HYDRANT
- = VALVE
- = CATCH BASIN
- = MANHOLE
- = BURIED TELEPHONE MARKER
- 612 = EXISTING CONTOUR
- 612 = PROPOSED CONTOUR
- 612.5 = EXISTING SPOT ELEVATION
- 612.50 = PROPOSED SPOT ELEVATION



LOCATION MAP

GENERAL NOTES:

1. Legal Description:
Lot 68, Georgetown Industrial Center No. 6, part of the SE 1/4, and the SW 1/4, Section 22, T6N, R13W, Georgetown Township, Ottawa County, Michigan.

2. Parcel No. 70-14-22-477-004 (3.65 ACRES)

3. Current zoning : This parcel and adjacent parcels are zoned Industrial.

4. District Regulations :

Front	= 45'
Side	= 20'
Rear	= 40'
Minimum lot width	= 200'
Minimum lot area	= 40,000 S.F.

5. This property is not influenced by a flood plain.

6. Required parking spaces:

Proposed Building Use:		Area		
Showroom	1 space / 800 sq ft	5661	/ 800	= 7
Warehouse	1 space / 2000 sq ft	12408	/ 2000	= 7
Offices	1 space / 300 sq ft	8364	/ 300	= 28
Fabrication	1 space / 750 sq ft	9811	/ 750	= 13
			Total spaces required	= 55

Proposed parking shown = 39 spaces
(Requesting a 25% reduction in total spaces required based on fewer employees and small amount of retail sales)

7. Landscape requirements :
1 Tree / 25' of street frontage = 193.06 / 25 = 8 Trees
Proposed = 8 Shade Master Honey Locust (2" min. caliper) as shown on plan.

8. All signage shall meet township ordinance

9. Light poles shall not exceed 25' in height and lighting fixtures shall be cut off type so as not to shed light on adjacent properties.

SOIL EROSION CONTROL NOTES:

1. All soil erosion control measures are to be in place prior to the start of any grading.

2. Inspect and maintain all temporary soil erosion controls after each significant rainfall event until the site has been permanently stabilized

3. All non paved areas to be topsoiled (6" minimum) & seeded.

4. Protect 5 new catch basins and 2 existing catch basin with silt sacks per detail and remove when site is stabilized.

5. Place silt fence as shown on plan and per detail.

STORM SEWER NOTES:

1. Catch basins (CB) within blacktop areas to be 4' dia. with E.J. No. 5105 casting with M1 grate & 2' sumps.

2. Catch basins (CB) within valley gutter section 4' dia. with E.J. No. 7065 casting with M1 grate, T1 back & 2' sumps.

3. Catch basins (CB) within loading dock shall be 4' dia with E.J. No. 1040 casting w/type M1 grate and have 2' sumps

4. All storm sewer to be C-76-III or ADS N-12 (or approved equal).

Site & Special Use Plan - 6656 Pine Ridge Ct.

FOR: Advanced Interiors
Attn:Greg Besteman (616)-457-4818
1308 Rosewood St.
Jenison, MI 49428

IN: Part of the SE 1/4, Section 22, T6N, R13W,
Georgetown Township, Ottawa County, Michigan

REVISIONS:
05-11-15 REV PER OCRC (mk)
04-27-15 ADD SAMPLING MH (mk)
04/09/2015 Per OCDC (dwd)
3/17/15 For Permits (dwd)
12/04/14 Per Owner (dwd)
9/26/14 Storm Sewer Update (dwd)
9/25/14 per Twp. review (dwd)

exxel engineering, inc.
planners · engineers · surveyors
5252 Clyde Park, S.W. • Grand Rapids, MI 49509
Phone: (616) 531-3660 Fax: (616) 531-2121
www.exxelengineering.com

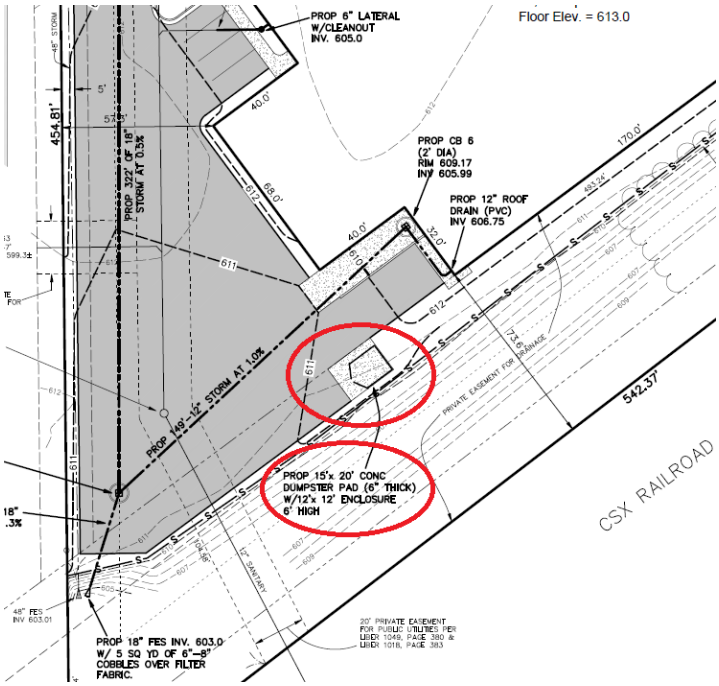
DRAWN BY: DWD	PROJ. ENG.: DJS	SHEET	
APPROVED BY: DJS	PROJ. SURV.: -	1 of 1	
FILE NO.: 141835E	DATE: 09-22-2014		

P:\Projects\141835\Drawings\dwg\141835.dwg, SDP, 5/11/2015 10:36:09 AM, mkmitte

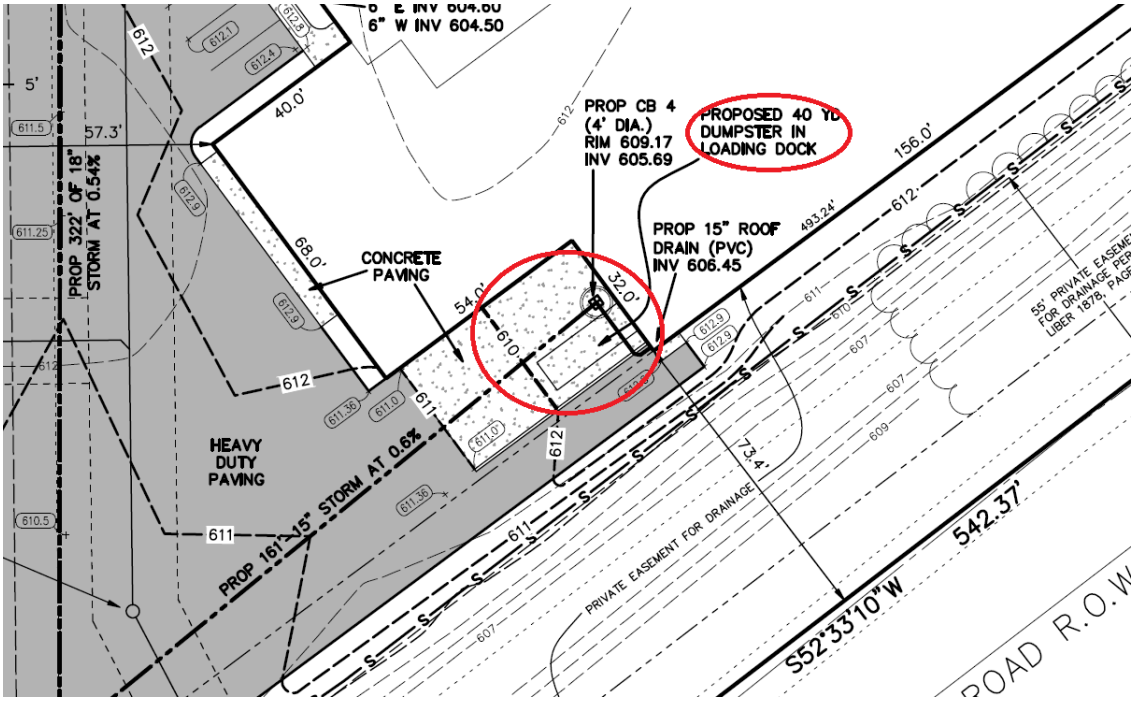
REQUEST

(ST1615) Advanced Interiors, 6656 Pine Ridge Ct., is requesting approval of a revision to an approved site plan to allow a dumpster to be located in a truck well with no screening, on a parcel of land described as P.P. # 70-14-22-477-004, located at 6656 Pine Ridge Ct., in an (I) Industrial district, Georgetown Township, Ottawa County.

At the November 5, 2014 meeting, the Planning Commission approved a special use permit and site plan showing the dumpster to be located on a cement pad and enclosed with a six foot high fence.



The request is to locate the dumpster in the truck well and to have no screening.

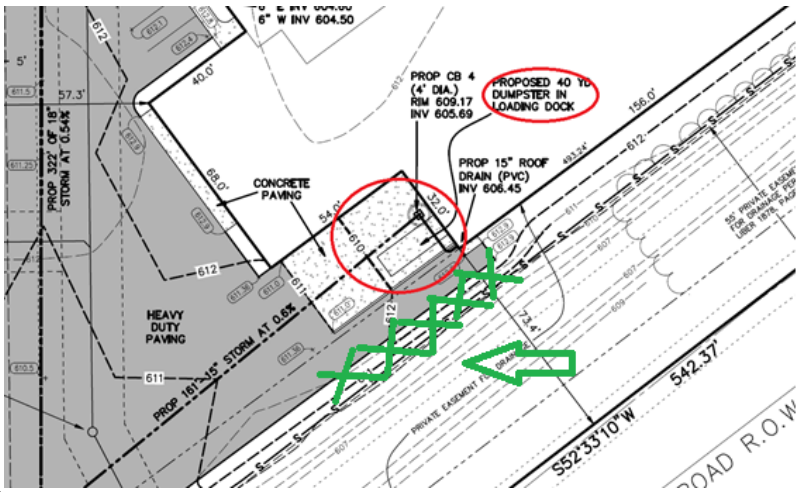


RELEVANT ZONING ORDINANCE SECTION

Sec. 19.10 REVIEW STANDARDS.
The following standards shall be utilized by the approving authority in reviewing all site plans. These standards are intended to provide a frame of reference for the applicant in the preparation of site plans as well as for the approving authority in making judgment concerning them. These standards shall not be regarded as inflexible requirements. They are not intended to discourage creativity, invention, or innovation.

(F) **Special Features**. Exposed storage areas, exposed machinery installations, service areas, truck loading areas, utility buildings and structures, and similar accessory areas and structures shall be subject to such setbacks, screen plantings, or other screening methods as shall reasonably be required to ensure their compatibility with the existing or contemplated environment and the surrounding properties.

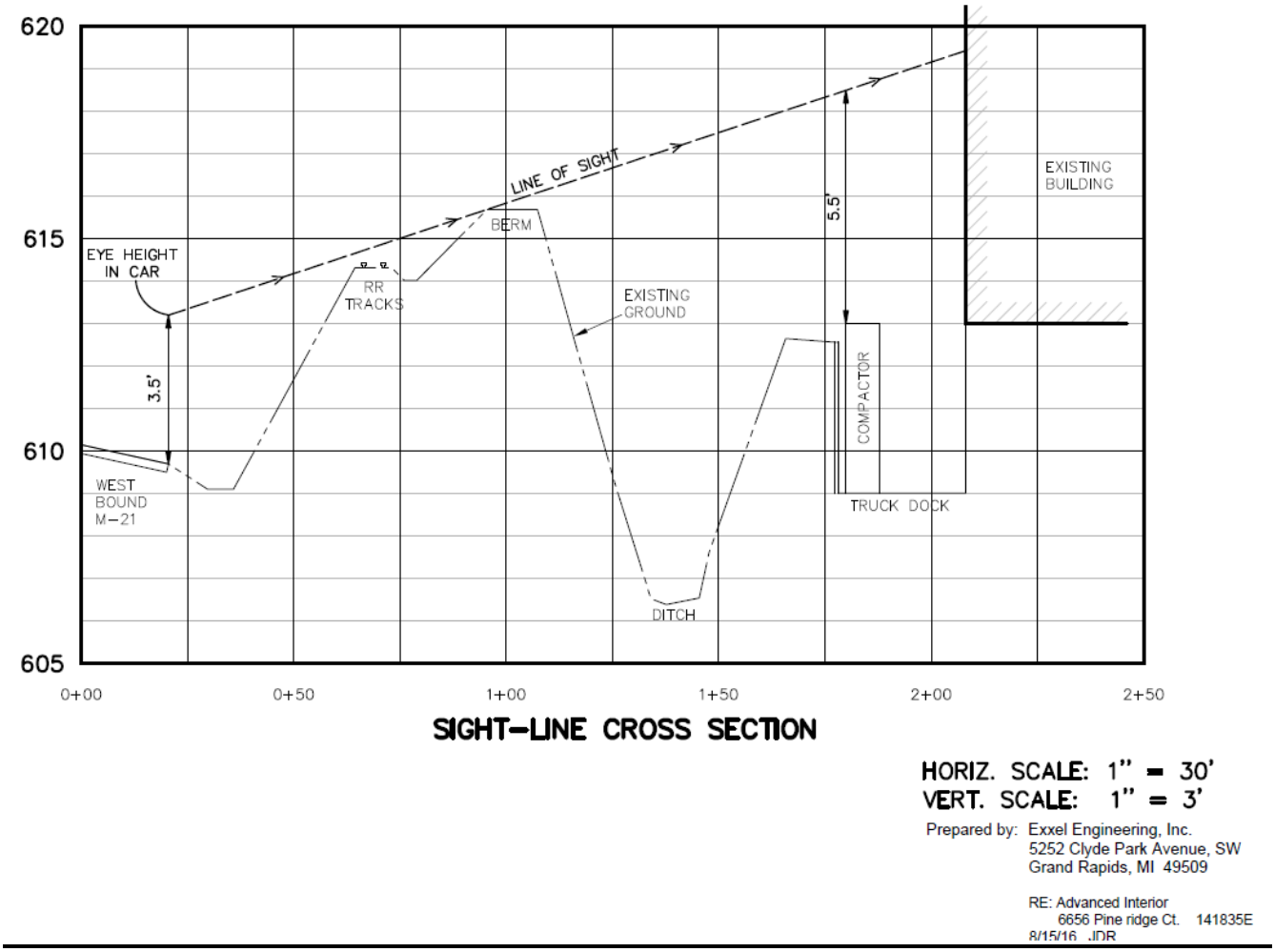
DETERMINATION



Although the Zoning Ordinance gives the Zoning Administrator the authority to approve site plans and to approve minor changes, the determination was made that this change should return to the Planning Commission since the Planning Commission initially approved the site plan that was part of the Special Use Application. Further, the approved the site plan with the dumpster on a cement pad and with screening, was based on the language in the ordinance. Therefore, the Planning Commission should determine if the new location is appropriate and if it should be allowed with no screening.

The Zoning Administrator offered to approve the new location with screening (either six foot high fencing or landscaping) to be added along the outside of the lane as shown in the drawing above. However, the applicant stated that the area is not visible from Chicago Dr. due to a berm that is covered with weeds that screens the site and is, therefore, requesting no screening.

Below is the line of sight submitted by the applicant.



HISTORY

When the Code Enforcement Officer inspected the site for compliance with the approved site plan, he found the dumpster in the truck well and sent the property owner a letter to place the dumpster as shown on the approved site plan.

The applicant determined to proceed with requesting the Planning Commission to approve the revised site plan with no screening, even though the Zoning Administrator offered to approve the new location as a minor revision contingent upon screening being added adjacent to the lane.

At the November 5, 2014 meeting, the Planning Commission approved a special use permit for a contractor/showroom and approved a site plan for the construction of a 29,472 square foot building (reduced 448 square feet for a 1.5% change from the initial approval) for the uses of an office, warehouse and contractor's showroom.

Excerpt of the Planning Commission meeting minutes from November 5, 2014:

#141105-04 – Special Use Permit (SUP1405) Advanced Interiors, 1308 Rosewood, is requesting to have a contractor/showroom (where in general the contractor installs the product) under Sec. 17.3(P), on a parcel of land described as P.P. # 70-14-22-477-004, located at 6656 Pine Ridge Ct., in an (I) Industrial district, Georgetown Township, Ottawa County, MI. (Application, Site plan)

Doug Stalsonburg, Exxel Engineering, represented the applicant and presented the request.

The zoning administrator presented a review.

Greg Honderd said that the reduction in parking would not be detrimental to the area because if parking was on the street it would block the driveways. He said that there is plenty of green space for snow removal and there is plenty of space for parking to be added if necessary.

Tom Doyle said that a business man would add parking if needed.

The chairman opened the public hearing. No one was present to make public comments at this time. The chairman closed the public hearing.

Moved by Richard VanderKlok, seconded by Steve Hall, to approve Special Use Permit (SUP1405) Advanced Interiors, 1308 Rosewood, to have a contractor/showroom (where in general the contractor installs the product) under Sec. 17.3(P), on a parcel of land described as P.P. # 70-14-22-477-004, located at 6656 Pine Ridge Ct., in an (I) Industrial district, Georgetown Township, Ottawa County, MI, based on the findings that all applicable standards of the ordinance have been met including the general special use standards in Sec. 20.3.

MOTION CARRIED UNANIMOUSLY.

Moved by Tom Doyle, seconded by Don Hebeler, to approve the site plan dated 9-25-14, as presented based on the findings that all applicable standards of the ordinance have been met, and with the following conditions:

1. **Approved sign permits must be obtained prior to any sign changes.**
2. **A Storm Water Drain Permit (written permission from the Drain Commissioner's office) is necessary and will be required to be submitted to the Township prior to the issuance of a building permit.**
3. **Approval from the Ottawa County Road Commission shall be provided for the two driveways prior to the issuance of a building permit.**

MOTION CARRIED UNANIMOUSLY.

On December 4, 2014, an application was submitted requesting approval for a minor site plan revision as noted in the Memo from Doug Stalsonburg dated December 4, 2014, for the following:

1. Reduction in building footprint from 29,920 to 29,472 square feet.
2. Elimination of the loading dock on the eastern side of the building which reduced the pavement area.
3. Reconfiguration of the parking lot resulting in 2 fewer spaces.

exxel engineering, inc.
planners · engineers · surveyors

MEMORANDUM

To: Manette Minier

From: Doug Stalsonburg, P.E.

RE: Advanced Interiors

Date: December 4, 2014

Since site plan approval was granted on November 5, the following changes have been made to the plan.

1. The building footprint reduced in size from 29,920 sq. ft. to 29,472 sq. ft. – OK
2. The loading dock on the eastern side of the building was eliminated which reduced the pavement area also. – OK
3. The parking lot was reconfigured which resulted in 2 fewer spaces.

I have enclosed a copy of the revised site layout. Please determine if this can be considered a minor change. If it can, I will forward to you the $100 fee and application for a minor change to a site plan.

On December 10, 2014, the minor revisions were approved and note that ONLY those minor revisions as listed in the memo were approved. No approval was granted to have the dumpster located in the truck well.

4. All storm sewer to be C-76-III or ADS N-12 (or approved equal).

Minor changes approved as follows as per Sec. 19.8(B):
1. Building reduced from 29,920 SF to 29,472 SF (a 472 SF reduction for a 1.5% change).
2. Loading dock on eastern side removed for a reduction of pavement.
3. A reduction of 16 parking spaces = 25%. PC approved a reduction (no amount listed in minutes and up to 25% allowed in Sec. 26.9(K)).

Manette Minier
Dec. 10, 2014

Site & Special Use Plan - 6656 Pine Ridge Ct.

FOR: Advanced Interiors
Attn:Greg Besteman (616)-457-4818
1308 Rosewood St.
Jenison, MI 49428

IN: Part of the SE 1/4, Section 22, T6N, R13W,
Georgetown Township, Ottawa County, Michigan

REVISIONS:
12/04/14 Per Owner (dwd)
9/26/14 Storm Sewer Update (dwd)

exxel engineering, inc.
planners · engineers · surveyors
5252 Clyde Park, S.W. • Grand Rapids, MI 49509
Phone: (616) 531-3660 Fax: (616) 531-2121
www.exxelengineering.com

DRAWN BY: DWD
APPROVED BY: DJS
PROJ. ENG.: DJS
PROJ. SURV.: -
DATE: 09-22-2014
SHEET 1 of 1

SUMMARY

The Planning Commission should determine two elements:

1. Is the location of the dumpster acceptable in the truck well?
2. If yes, should the area be screened (on the Chicago Dr. side of the interior lane) with either six foot high fencing or landscaping?

Note that no Storm Water Drain Permit (written permission from the Drain Commissioner's office) is necessary because no impervious surfaces are being added.

OPTION FOR MOTIONS

Motion:

Findings are as follows -

1. **The location of the dumpster _____ (is or is not) acceptable in the truck well.**
2. **If yes, the area on the Chicago Dr. side of the interior lane _____ (should or does not have to) be screened with either six foot high fencing or landscaping.**

Therefore, based on the findings, to adopt the staff report as finding of fact and to _____ (approve or deny) the site plan revision dated 5-11-15, as presented, (if yes) with all other previous approvals for the site plan to remain in effect.