

**Minutes of the regular meeting of the Georgetown Township Planning Commission, held
Wednesday, October 5, 2016**

Meeting called to order by Chairman Honderd at 7:30 p.m.

Present: Greg Honderd, Richard VanderKlok, Don Hebler, Donna Ferguson, Jeannine Bolhouse,
Steve Hall

Absent: Tim Smit

Also present: Mannette Minier, Zoning Administrator

#161005-01 – Agenda for October 5, 2016

Moved by Richard VanderKlok, seconded by Donna Ferguson, to approve the agenda as submitted.

MOTION CARRIED UNANIMOUSLY.

#161005-02 – Minutes of the regular September 21, 2016 meeting

Moved by Richard VanderKlok, seconded by Steve Hall, to approve the minutes as presented.

MOTION CARRIED UNANIMOUSLY.

#161005-03 – (SUP1602) WW Greenhouses, Doug Walters, 4044 Chicago Dr., is requesting to have an open air business, under Sec. 16.3(E), and to have greenhouses selling retail, under Sec. 16.3(C), on parcels of land described as P.P. # 70-14-31-400-051 and P.P. # 70-14-31-400-041 located at 4044 Chicago Dr. and 4915 40th Ave., in a (HS) Highway Service Commercial district and (LDR) Low Density Residential district, Georgetown Township, Ottawa County, MI ([site plan](#))

Dave Hanco, Feenstra and Associates, represented the applicant and presented the request.

The Zoning Administrator presented a [staff report](#).

The consensus of the Planning Commission was to determine that the existing landscaping meets ordinance standards.

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

Moved by Steve Hall, seconded by Don Hebler, to adopt the staff report as finding of fact and to approve Special Use Permit (SUP1602) WW Greenhouses, Doug Walters, 4044 Chicago Dr., to have an open air business, under Sec. 16.3(E), and to have greenhouses selling retail, under Sec. 16.3(C), on parcels of land described as P.P. # 70-14-31-400-051 and P.P. # 70-14-31-400-041 located at 4044 Chicago Dr. and 4915 40th Ave., in a (HS) Highway Service Commercial district and (LDR) Low Density Residential 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 and the specific standards in 20.4(Z).

MOTION CARRIED UNANIMOUSLY.

Moved by Richard VanderKlok, seconded by Don Hebler, to adopt the staff report as finding of fact and to determine that the landscaping and greenbelts as proposed (with the addition of landscaping as noted on the plan and with the existing landscaping and greenbelt) meets the ordinance requirements for streetscape and greenbelts.

And to approve the site plan dated 08/24/16 as presented based on the findings that all applicable standards of the ordinance have been met and with the following conditions:

- 1. The parcels shall be combined (P.P. #70-14-31-400-051 and 70-14-31-400-041) at the time a Zoning Compliance/Building Permit application is submitted. To combine the parcels, both parcels must be in the same name and a letter signed by all owners must be submitted to the assessor requesting the combination.**
- 2. A Storm Water Drain permit (written approval) from the Ottawa County Water Resources Commissioner's office shall be submitted at the time a Zoning Compliance/Building Permit application is submitted.**

MOTION CARRIED UNANIMOUSLY.

#161005-04 – (PUD1604) (Ordinance No. 2016-04) Todd Ponstein, 6601 Wilshere, is requesting (rezoning from NS to PUD) preliminary planned unit development approval and final development plan approval for mini-storage garages, on a parcel of land described as P.P. # 70-14-22-364-007, located at 6555 Center Industrial Dr., Georgetown Township, Ottawa County, Michigan.

Doug Stalsonburg, Exxel Engineering, represented the applicant and presented the request. He noted that there would be no outdoor storage and no businesses would be allowed to lease space and occupy the space for the purpose of conducting a business out of a garage.

The Zoning Administrator presented a [staff report](#).

Jeannine Bolhouse asked about interior sidewalks and said that the layout was good with the landscaping proposed along Port Sheldon to screen the use. It was noted that sidewalks would be provided adjacent to the street since the waiver request was denied by the Township Board and that there would be no interior sidewalks.

Greg Honderd stated the following. He agreed with the amount of open space and sidewalks as proposed because this is a unique parcel that is part of a PUD that was approved in 1981. Useable open space is not necessary for this use and interior sidewalks would not be used. This should be looked at differently. The architect can't design the building to be similar to others. No other business will take over these buildings with a use that will need sidewalks. Due to these unique circumstances, this PUD should be looked at differently and the Planning Commission does not have to be consistent with other PUDs.

Don Hebler asked why the setbacks were not counted toward open space.

The Zoning Administrator explained the following. The reason is because the purpose is to have useable open space for the entire PUD. For example, the Lowing Woods PUD has smaller lots with smaller setbacks, but with areas of useable open space for all residents to use.

In response to a question, the applicant stated that there would be no fence.

Steve Hall asked who would maintain the service drive. The applicant noted that it would be privately maintained and there should be an easement.

Steve Hall stated a concern about the close proximity of the building to the service drive but said that it would work out ok.

Richard VanderKlok stated that he has been to the site many times and did not observe much traffic using the service drive.

Greg Honderd said that there is not much market for retail now and the market has changed in the last 30 years while this site just sat empty.

The consensus of the Planning Commission was as follows:

- 1. Consistent with the Master Plan.** The Future Land Use Map designates the parcel to be NC (Neighborhood Commercial). However, the site is adjacent to the Industrial designation and page 35 of the Master Plan states that the lines separating use categories are NOT to be considered as defined line and are not necessarily parcel specific. **The determination is that the proposal is consistent with the Master Plan.**
- 2. Pedestrian walkways.** No sidewalks are proposed within the interior of the PUD and a waiver was requested from the Township Board to eliminate the requirement of sidewalks along Center Industrial Dr. The waiver was denied. **The determination is that the proposal does meet the ordinance requirements for pedestrian walkways and that sidewalks must be provided adjacent to the street.**
- 3. Architecture.** Pictures were provided of what the development will look like. The Planning Commission and Township Board will determine if this meets the ordinance. **The determination is that the proposal does meet the ordinance requirement for architecture.**
- 4. Traffic.** **The determination is that the proposal does meet the ordinance requirements for traffic.**
- 5. Open Space.** A total of 0.21 acres of open space is proposed, which is 7.5%, less than the 20% that is required. Ten evergreens are proposed to be planted on a berm in the open space. **The determination is that the proposal does meet the ordinance requirements for open space.**
- 6. Uses.** The uses are consistent with the Industrial district, not the Neighborhood Commercial District as designated in the Zoning Ordinance and Master Plan. **The determination is that the proposal does meet the ordinance requirements for uses that are allowed.**
- 7. Standards of Approval.** **The determination is that the proposal does meet the standards of approval.**

The chairman opened the public hearing. No one was present to speak at the public hearing. The chairman closed the public hearing.

Moved by Richard VanderKlok, seconded by Don Hebler, to adopt the [staff report](#) as finding of fact and to recommend to the Township Board to approve the following resolution:

**Georgetown Charter Township
Ottawa County, Michigan
(Ordinance No. 2016-04)**

At a regular meeting of the Georgetown Charter Township Board held at the Township offices on _____, 2016, beginning at 7:30 p.m. and after the second public hearing was held, Township Board Member _____ made a motion to adopt this Ordinance, which motion was seconded by Township Board Member _____:

**AN AMENDMENT TO THE GEORGETOWN CHARTER TOWNSHIP
ZONING ORDINANCE, AS AMENDED, AND MAP**

THE CHARTER TOWNSHIP OF GEORGETOWN (the "Township") ORDAINS:

ARTICLE 1. The map of the Georgetown Charter Township Zoning Ordinance, as amended, is hereby amended to read as follows:

(PUD1604) (Ordinance No. 2016-04) Todd Ponstein, 6601 Wilshere, to grant (rezoning from NS to PUD) **preliminary planned unit development approval** and **final development plan approval** for mini-storage garages, on a parcel of land described as P.P. # 70-14-22-364-007, located at 6555 Center Industrial Dr., Georgetown Township, Ottawa County, Michigan, as shown on the following documents:

1. [Application](#);
2. [Narrative](#);
3. [Preliminary and final development plan](#) dated 08-31-16;
4. [Grading plan](#) dated 08-31-16;
5. [Elevation](#);
6. [Landscape](#) plan
7. [Streetscape](#) calculations.

Based on the determinations that:

1. **The determination is that the proposal is consistent with the Master Plan.**
2. **The determination is that the proposal does meet the ordinance requirement for pedestrian walkways.**
3. **The determination is that the proposal does meet the ordinance requirement for architecture.**
4. **The determination is that the proposal does meet the ordinance requirement for traffic.**
5. **The determination is that the proposal does meet the ordinance requirement for open space.**
6. **The determination is that the proposal does meet the ordinance requirement for uses that are allowed.**
7. **The determination is that the proposal does meet the standards of approval.**

Based on the findings that:

1. The qualifying conditions in Sec. 22.2 are met;
2. The information as per Sec. 22.5 is provided, and
3. The plan meets the ordinance requirements of Sec. 22.10 as follows:
 - a. The qualifying conditions in Sec. 22.2 are met;
 - b. The proposed PUD is compatible with surrounding uses of land, the natural environment, and the capacities of public services and facilities affected by the development;
 - c. The proposed uses within the PUD will not possess conditions or effects that would be injurious to the public health, safety, or welfare of the community;
 - d. The proposed project is consistent with the spirit and intent of the PUD District, as described in Section 22.1 and represents an opportunity for improved or innovative development for the community that could not be achieved through conventional zoning;
 - e. The proposed PUD meets all the site plan requirements of Chapter 22 including Section 22.8, D.
 - f. The deviations, regulatory modification from traditional district requirements, are approved through a finding by the Planning Commission that the deviation shall result in a higher quality of development than would be possible using conventional zoning standards.

And with the following conditions:

1. **A Storm Water Drain Permit (written approval by the Drain Commissioner's office) shall be submitted to the Township at the time a Zoning Compliance/Building Permit application is submitted.**
2. **Utilities are to be coordinated with the DPW and Drain Commissioner's office.**
3. **As per Sec. 22.11, a PUD agreement shall be submitted. The agreement shall be submitted to the Township at the time a Zoning Compliance/Building Permit application is submitted.**
4. **No outdoor storage is allowed. No businesses will be allowed to operate out of the storage units.**
5. **Approved permits are required for all signs and all signs shall meet ordinance standards.**
6. **The approval of the final development plan is contingent upon the Board approving the preliminary plan with rezoning. The approval of the final development plan is effective upon the effective date of the rezoning.**

Except as expressly modified by the above, the balance of the Zoning Map of the Georgetown Charter Township Zoning Ordinance, as amended, shall remain unchanged and in full force and effect.

ARTICLE 2. Severability. In the event that any one or more sections, provisions, phrases, or words of this Ordinance shall be found to be invalid by a court of competent jurisdiction, such holding shall not affect the validity or the enforceability of the remaining sections, provisions, phrases, or other words of this Ordinance.

ARTICLE 3. Except as specified above, the balance of the Georgetown Charter Township Zoning Ordinance, as amended, and map shall remain unchanged and in full force and effect.

ARTICLE 4. Effective Date. The provisions of this Ordinance shall take effect upon the expiration of seven (7) days from the date of publication of this Ordinance or a summary of its provisions in accordance with the law.

The vote in favor of adopting this Ordinance was as follows:

Yeas:

Nays:

Absent:

MOTION CARRIED UNANIMOUSLY AND ORDINANCE DECLARED ADOPTED.

CERTIFICATION

I hereby certify that the above is a true copy of an Ordinance adopted by Georgetown Charter Township Board at the time, date, and place specified above pursuant to the required statutory procedures.

Respectfully submitted,

Dated: _____, 2016

By _____
Richard VanderKlok
Georgetown Charter Township Clerk

MOTION CARRIED UNANIMOUSLY.

Moved by Don Hebler, seconded by Donna Ferguson, to adopt the [staff report](#) as finding of fact and to approve the final development plan contingent upon the Township Board approving the preliminary development plan with rezoning to PUD and the approval to be effective upon the effective date of the PUD preliminary plan rezoning and with the following conditions;

- 1. Sidewalks are provided along the street.**
- 2. A Storm Water Drain Permit (written approval by the Drain Commissioner’s office) shall be submitted to the Township at the time a building permit application is submitted.**
- 3. Utilities are to be coordinated with the DPW and Drain Commissioner’s office.**
- 4. As per Sec. 22.11, a PUD agreement shall be submitted. The agreement shall be submitted to the Township at the time a building permit application is submitted.**
- 5. No outdoor storage is allowed. No businesses will be allowed to operate out of the storage units.**
- 6. Approved permits are required for all signs and all signs shall meet ordinance standards.**

MOTION CARRIED UNANIMOUSLY.

#161005-05 – Other Business

#161005-06 – Public Comments

#161005-07 – Adjournment

The meeting was adjourned at 8:00 p.m.