

**Minutes of the regular meeting of the Georgetown Township Planning Commission, held
Wednesday, April 18, 2018**

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

Present: Greg Honderd, Richard VanderKlok, Jessica Ulberg, Donna Ferguson, Tim Smit, Jeannine Bolhouse, Josiah Samy

Absent: None

Also present: Mannette Minier, Zoning Administrator

#180418-01 – Agenda for April 18, 2018

Moved by Richard VanderKlok, seconded by Josiah Samy, to approve the agenda as submitted.

MOTION CARRIED UNANIMOUSLY.

#180418-02 – Minutes of the regular April 4, 2018 meeting

Moved by Richard VanderKlok, seconded by Josiah Samy, to approve the minutes as presented.

MOTION CARRIED UNANIMOUSLY.

#180418-03 – (SUP1804) 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 and 4915 Chicago Dr., in a (HS) Highway Service Commercial district, Georgetown Township, Ottawa County, MI ([site plan](#))

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

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

Richard VanderKlok said that it was consistent with the Master Plan, met the ordinance and the landscaping and greenbelts were acceptable.

Tim Smit noted that this was not a public street but was concerned that vehicles may try to use it to access other streets.

Greg Honderd said that the landscaping and greenbelt meets the ordinance requirements

Josiah Samy, Jessica Ulburg and Donna Ferguson agreed that the landscaping and greenbelt meets ordinance requirements.

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

Moved by Richard VanderKlok, seconded by Tim Smit, to adopt the staff report as finding of fact and to approve Special Use Permit (SUP1804) 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 Tim Smit, 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 03/05/2018 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.

#180418-04 – (PUD1801) Ordinance No. 2018-11 To change from (PUD) Planned Unit Development to Revised (PUD) Planned Unit Development, and for preliminary development, rezoning, and final development plan approval for the uses of an animal hospital, daycare facility, Office Services uses, medium/high density uses and retail establishments, under Chapter 22 , on parcels of land described as P.P. # 70-14-21-300-018, -080, -126, and -127, located at 2887, 2903 2917, and 2935 Port Sheldon St., Georgetown Township, Ottawa County, Michigan ([plans](#), [application](#), [narrative](#))

Kyle Wilson, Nederveld and Associates, presented the request and noted that the business owner and architect were present.

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

The architect presented the color and architectural scheme.

Jeannine Bolhouse asked if the hours of operation were between those listed with the initial time for retail and was told yes. She clarified that the business did not take emergencies after-hours and said that the use was acceptable. She said that they did a great job with the architecture and the open space and pedestrian paths were okay.

Tim Smit said that the use, architecture, pedestrian paths and open space were okay. He recommended a solid fence for screening for the future building next door and for the people behind.

The applicant stated that she preferred to have the black coated chain link fence.

Tim Smit asked if this PUD rezoning would include uses other than the previously listed ones and the animal hospital.

The Zoning Administrator explained that she had asked if they wanted to add uses but their decision had been to just get this approved now and more uses could be requested later.

Tim Smit said that he would like to see the property cleaned up.

The applicant said that they are looking to do something with the center piece and this construction may spark interest in it.

Greg Honderd stated the following. With the history of this property, the determination was that the best way to develop it was as a PUD for traffic flow and one curb cut. The animal hospital use was fine and the impact was not a lot different from kids playing outside. He was concerned with dogs barking and the fencing should provide screening where the dogs can't see people.

The applicant said that the dogs were not outside unsupervised and there would not be high volumes of dogs outside.

Greg Honderd said that he was concerned for the neighbors with the dogs barking.

Josiah Samy stated the following. This is not a high traffic use. The architecture was great. More of a privacy fence was more appropriate, especially next to the other future building. With people walking it should be screened at least on one side, but he preferred it to be entirely screened. The architecture is great, the walkways are good and the open space is good.

Donna Ferguson said that the use was okay, the privacy fence made sense, the use was okay and the architecture was great.

Josiah Samy asked if the parcel would be sold at the same time and was told yes.

Richard VanderKlok stated the following. He agrees that the use is okay and the open space was okay. He was not convinced that a privacy fence was needed and that the proposed black chain link was okay. He understood that there may be one or two dogs out after having surgery, but there would not be dogs running around.

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

Moved by Richard VanderKlok, seconded by Tim Smit, to adopt the staff report as findings of fact and to recommend to the Township Board to approve the following resolution:

**Georgetown Charter Township
Ottawa County, Michigan
(Ordinance No. 2018-11)**

At a regular meeting of the Georgetown Charter Township Board held at the Township offices on

_____, 2018, 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 _____ to adopt the staff report as finding of fact and to approve the resolution:

**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:

(PUD1801) Ordinance No. 2018-11 To change from (PUD) Planned Unit Development to Revised (PUD) Planned Unit Development, and for preliminary development, rezoning, and final development plan approval for the uses of an animal hospital, daycare facility, Office Services uses, medium/high density uses and retail establishments, under Chapter 22 , on parcels of land described as P.P. # 70-14-21-300-018, -080, -126, and -127, located at 2887, 2903 2917, and 2935 Port Sheldon St., Georgetown Township, Ottawa County, Michigan, as shown on the following:

- **Preliminary and Final Development Plans (sheet 100 dated 03/16/18 and sheets 203, 205, 300, 500 all dated 03/15/18),**
- **Applications dated 3-13-18,**
- **Narrative,**
- **Letter dated March 16, 2018**

Based on the determinations that:

- 1. The proposal is consistent with the Master Plan.**
- 2. The proposal meets the ordinance requirement for pedestrian walkways.**
- 3. The proposal meets the ordinance requirement for architecture.**
- 4. The proposal meets the ordinance requirement for traffic.**
- 5. The proposal meets the ordinance requirement for open space.**
- 6. The proposal meets the ordinance requirement for uses that are allowed.**
- 7. The proposal meets 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 Water Resources Commissioner's office) shall be submitted to the Township prior to the submission of the building permit application.**
- 2. Utilities are to be coordinated with the DPW and Drain Commissioner's office.**
- 3. As per Sec. 22.11, a recorded PUD agreement shall be submitted to the Township prior to the submission of the first building permit application.**
- 4. Approved permits are required for all signs and all signs shall meet the details listed in the submittal documents or in the ordinance standards.**
- 5. 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.**
- 6. A demolition permit is required to be obtained for the demolition of the existing house.**
- 7. One more tree is required to be added to the streetscape. Sec. 3.11 requires one tree for each 25 feet, or fraction thereof, of width. The width of the lot is $155/25 = 7$ trees required and only 6 provided.**

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 Richard VanderKlok, seconded by Jeannine Bolhouse, 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 and the approval of the final development plan to be effective upon the effective date of the PUD preliminary plan rezoning with the following conditions:

- 1. As per Sec. 22.11, a recorded PUD agreement shall be submitted to the Township prior to the submission of the building permit application.**
- 2. A Storm Water Drain Permit (written approval by the Water Resources Commissioner’s office) shall be submitted to the Township prior to the submission of the building permit application.**
- 3. Utilities are to be coordinated with the DPW and Drain Commissioner’s office.**
- 4. Approved permits are required for all signs and all signs shall meet the details listed in the submittal documents or in the ordinance standards.**
- 5. A demolition permit is required to be obtained for the demolition of the existing house.**
- 6. One more tree is required to be added to the streetscape. Sec. 3.11 requires one tree for each 25 feet, or fraction thereof, of width. The width of the lot is 155/25 = 7 trees required and only 6 provided.**

Jeannine Bolhouse said that the fence should be left up to the property owner because there would not be enough dogs outside to worry about.

Tim Smit said that there should be a privacy fence.

Josiah Samy said that he agrees that there should be a privacy fence and this was the Township's only chance to require one.

Jessica Ulberg said that it is okay without a privacy fence because there would not be many dogs out there at the same time. She said that the black coated chain link fence would be good.

Donna Ferguson said that the dogs would not be out long enough to require the privacy fence.

MOTION CARRIED UNANIMOUSLY.

#180418-05 – Rescind Previous Initiation for One Section and Initiate a New Amendment

There was discussion regarding the definitions of a group day care home, which is operated in a single family residence, and a day care center, which is a business operated in a facility other than a single family home. It was also explained that the previously initiated Zoning Ordinance amendment would allow the use of a day care center by right in the commercial districts and with a special use permit in the residential districts. The previous amendment also eliminated all of the specific special use standards and an alternative was presented to eliminate the requirement of an outdoor play area since that would be governed by the State of Michigan, but to require screening if one was proposed.

Moved by Jeannine Bolhouse, seconded by Tim Smit, to rescind the previous Zoning Ordinance initiation as follows:

Sec. 20.4 SITE DESIGN STANDARDS. (revised 6/27/2013)

Those uses specified in Section 20.1 as permitted by "right" or as special land uses shall be subject to the requirements of the District in which the use is located in addition to all applicable conditions, standards and regulations regarding site design and development and other standards and conditions as are cited in the following:

~~(K) — Day care centers.~~

- ~~(1) — There shall be provided, equipped and maintained, on the premises, a minimum of one hundred and fifty (150) square feet of usable outdoor recreation area for each client of the facility up to a total of 20 clients. Further, there shall be provided a minimum of an additional fifty (50) square feet of usable outdoor recreation for each client over the first 20 clients. (revised 9/27/2010)~~
- ~~(2) — The outdoor recreation area shall be fenced and screened from any abutting residential district by a greenbelt, in accordance with the requirements of Section 3.11.~~
- ~~(3) — In addition to required off street parking, off street pick up and drop off areas shall also be provided.~~
- ~~(4) — The facility shall comply with all applicable State licensing requirements.~~

And to initiate a Zoning Ordinance amendment as follows:

Sec. 20.4 SITE DESIGN STANDARDS. (revised 6/27/2013)

Those uses specified in Section 20.1 as permitted by "right" or as special land uses shall be subject to the requirements of the District in which the use is located in addition to all applicable conditions, standards and regulations regarding site design and development and other standards and conditions as are cited in the following:

(K) Day care centers.

- ~~(1) There shall be provided, equipped and maintained, on the premises, a minimum of one hundred and fifty (150) square feet of usable outdoor recreation area for each client of the facility up to a total of 20 clients. Further, there shall be provided a minimum of an additional fifty (50) square feet of usable outdoor recreation for each client over the first 20 clients. (revised 9/27/2010)~~
- (1) ~~(2)~~ The **Any** outdoor recreation area shall be fenced and screened from any abutting residential district by a greenbelt, in accordance with the requirements of Section 3.11.
- (2) ~~(3)~~ In addition to required off-street parking, off-street pick-up and drop-off areas shall also be provided.
- (3) ~~(4)~~ The facility shall comply with all applicable State licensing requirements.

MOTION CARRIED UNANIMOUSLY.

#180418-06 – Other Business

There was discussion about reviewing the Master Plan in 2019 and researching if the Township has the authority to require particular architecture and materials.

#180418-07 – Public Comments

#180418-08 – Adjournment

The meeting was adjourned at 8:50 p.m.