

CHARTER TOWNSHIP OF CALEDONIA
PLANNING COMMISSION
APPROVED MINUTES of a meeting held on June 6, 2022

A regular meeting of the Charter Township of Caledonia Planning Commission
was held at 7:00 p.m. on Monday, June 6, 2022,
at the Township Office, 8196 Broadmoor Ave. SE, Caledonia, Michigan.

1. CALL TO ORDER / ROLL CALL

Chairperson Doug Curtis called the meeting to order at 7 p.m. with a quorum present.

Members Present: Doug Curtis, Diane Cutler, Stan Bosscher, Tim Bradshaw, Jodie Masefield, John Eberly, Carol VanLaan

Members Absent: None

Staff Present: Planner Lynee Wells, Assistant Ellie Koetsier, Engineer Todd Boerman

Others Present: Applicants/Agents, Twp. Residents, Greg, Sun & News

2. CONSIDERATION OF THE MEETING AGENDA

VanLaan made a motion to approve the agenda.

Eberly seconded the motion.

Voice Vote: Motion approved; agenda approved.

3. PUBLIC COMMENTS (Brief – Up to 2 minutes, not related to agenda items)

None.

4. CONSIDERATION OF MEETING MINUTES

A. 05/16/2022

VanLaan made a motion to approve the 5/16/2022 Planning Commission minutes as presented/amended.

Cutler seconded the motion.

Voice Vote: Motion approved; Minutes were approved.

5. INQUIRY OF CONFLICT OF INTEREST

None declared.

6. NEW BUSINESS

- A. Rezoning request (public hearing), Westview Capital/Allen Edwin, 7237 & 7295 Kraft Avenue for a rezone for 18 acres from RR to R-3. The parcel numbers are: 41-23-07-426-001 and 41-23-07-426-002.

Wells summarized her memo.

Public Hearing opened at 7:04pm by Chairperson Curtis.

Floor Open to Public Comments:

Mark Munger (lives in manufactured home community on West side of proposed property) asked for clarity on R-3 zoning density uses and Wells summarized allowed uses. He was confused on process for site plan submittals and the proposed location(s) of new buildings since he lives right on the west perimeter of the property and was wondering about buffer zone or berm between his property, his neighbor, and the new development. He was also wondering if the cow pasture will still be out there since it is a cow pasture now. Wells replied that any future development would adhere to the zoning standards and if a buffer is required, it would be included in the site plan.

Public Hearing closed at 7:06pm by Chairperson Curtis.

Applicant presents their case:

Mike West, Westview Capital/Allen Edwin Homes, agreed with Wells' summary but also added that they are in the early concept stages of development and thinking of a mixed residential with some single-family detached and some attached 2-family and maybe some 4-unit townhomes with their own due diligence with environmental investigation and they plan to meet the standards for rezoning.

Discussion:

Discussion was held between Commissioners and the applicant regarding the following:

Curtis asked if once rezoned, will they have noncompliant buildings on the parcel and Wells explained the buildings on the parcel will become legally non-conforming and able to remain and would be redeveloped according to zoning.

Voice Vote:

Bradshaw made a motion of the Planning Commission to recommend approval of the rezoning request to the Township Board.

Second by Masefield

Roll Call Vote:	CURTIS:	Aye	EBERLY:	Aye
	CUTLER:	Aye	MASEFIELD:	Aye
	BOSSCHER:	Aye	VANLAAN:	Aye
	BRADSHAW:	Aye		

Motion Carried.

- B. Site Plan Review for the application of First Companies for an industrial spec building for Lot 3 at 6980 Southbelt Drive located in the I-1 zoning district, Parcel number is 41-23-07-202-003.

Wells summarized her memo.

Applicant presents their case:

Doug Stalsonburg, agent, gave a brief summary that the dumpster is located behind a berm 3'-4' and it won't be visible from the road. Mr. Stalsonburg asked to discuss sidewalks, and discussed the nature of the spec building.

Discussion:

Discussion was held between Commissioners and the applicant regarding the following:

VanLaan asked about the North façade comment in Wells' memo for wrapping the building front. Bosscher asked for clarification on the sidewalk ordinance, stating that the use does not meet the waiver requirements for sidewalk.

Stalsonburg questioned which side of the road sidewalks are required, Wells stated that sidewalks have been placed in the development as redevelopment occurs.

Bradshaw clarified that Section 3 of the ordinance states "...sidewalks on both sides of the road." Subsequent sections of the ordinance allow the PC to consider one side of the road.

Curtis brought up the lighting/photometric plan and suggested downsizing the lumen package and that the plans don't meet the lighting calculation worksheet.

Bradshaw asked about the cross-access easement, if it will be required and if not granted, the next step would be Fire Department authority/requirements. He also asked about handicap accessibility to eastern end of the building. Boerman stated that the easement is required by the Fire Chief, if they are unsuccessful at securing the easement, they will have to revise their site plan.

Stalsonburg specified that there is an aisle for accessible entrance at the center units and a designated striped handicap parking space. Eberly stated that accessibility needs to be provided at all entries. Masefield asked for clarification on the connectivity from the parking lot to entrances for pedestrian flow over and through the truck dock(s) area, especially for people with disabilities. She also had an architectural comment on visible space of the building and wondered if there was a way to wrap those elements on the south elevation and item #4 on the plans is noted as the remedy/clarification by the agent.

Curtis suggested the moving of the building to readjust parking locations and sidewalks.

Wells summarized the items discussed for the upcoming motion.

VanLaan asked for clarification on whether or not they need to see final plan to make sure it's compliant and Wells said that as long as any changes met the administrative review standards, they would not need to return to the PC.

Voice Vote:

Bosscher made a motion to approve the site plan as submitted for 6980 Southbelt Drive for Lot 3 conditional on:

- 1. There shall be no outdoor storage of goods, waste or refuse.**
- 2. A sidewalk along Southbelt shall be provided with a connection to the front of the building as well as sidewalk to the walkway and building entries facing the loading docks.**
- 3. A dumpster enclosure detail shall be provided.**
- 4. All ground-level mechanicals shall be screened from view.**

5. Signage shall be reviewed and approved by the Zoning Administrator.
6. To comply with the lighting ordinance, reduce lumen output, and add dimmers or other approved mechanism to reduce light intensity when lots are not in use.
7. The Applicant shall comply with any stipulations set forth by the Kent County Road Commission.
8. The applicant shall comply with the stipulations of the Township Fire Chief.
9. The applicant shall comply with the stipulations of the Township Engineer.
10. Review the access to the drive by Turnkey (includes the easement).
11. Four (4) separate units must have barrier-free parking available/ADA compliance.

Second by Bradshaw

Roll Call Vote:	CURTIS:	Aye	EBERLY:	Aye
	CUTLER:	Aye	MASEFIELD:	Aye
	BOSSCHER:	Aye	VANLAAN:	Aye
	BRADSHAW:	Aye		

Motion Carried.

- C. Site Plan Review for the application of First Companies for an industrial spec building at 5120 Beltway Drive located in the I-1 zoning district, Parcel number is 41-23-07-100-046.

Wells summarized her memo. Boerman also stated he had some updated comments after his letter to the agent was sent out and their subsequent discussion.

Applicant presents their case:

Doug Stalsonburg, agent, discussed topics with Wells and Boerman related to stormwater and EGLE permitting. He just wants to make sure everyone is happy.

Discussion:

Discussion was held between Commissioners and the applicant regarding the following:

Curtis asked why not move the crosswalk to the west entry?

Bradshaw is confused with lack of consistency in memo letters for sidewalks and VanLaan agrees she doesn't like that we aren't following through on sidewalks.

Bradshaw also said he has many stormwater comments.

Wells said discussion with Craig Baker (First Companies) years ago about placing sidewalks on one side of the road throughout the industrial park. Sidewalks and crosswalks have been installed with development. Connecting the sidewalks along the roads to the building entries is necessary for access.

VanLaan is concerned about safety for pedestrians crossing parking lot and mixing with truck traffic.

Stalsonburg had a question on the sidewalk ordinance and is having some confusion understanding with need for sidewalks from the building to the road/street. Wells referenced site plan review standards for pedestrian circulation which gives the Township the ability to request access.

Bosscher clarified that sidewalks are under the condition for pedestrian safety.

Stalsonburg made some suggestions of where the sidewalk could be located with Commissioners.

Masefield asked about building façade and the agent stated that the building is 400+ feet long (football field and a half) with significant wetland complex and wondered how much of the building will be visible through heavy vegetation.

Stalsonburg is willing to add additional trees south of wetland.

Masefield brought up shared driveway versus two (2) driveways and the agent replied stating the discussions and approvals of locations of driveways with Kent County Road Commission and an access easement with the neighboring Viking property.

Boerman explained previous correspondence with Craig Baker (First Companies) regarding the driveway location.

Stalsonburg asked for clarification on frontage on Beltway and 400 more feet of sidewalk.

Voice Vote:

Bosscher made a motion to approve the site plan at 5120 Beltway Drive conditional on:

1. **There shall be no outdoor storage of goods, waste or refuse.**
2. **A sidewalk connection to the building front shall be provided to the sidewalk system along Beltway Drive.**
3. **A dumpster enclosure detail shall be provided.**
4. **All ground-level mechanicals shall be screened from view.**
5. **Signage shall be reviewed and approved by the Zoning Administrator.**
6. **Adhere to the Caledonia Township lighting ordinance standards by providing dimmers or other approved mechanism to reduce light intensity when lots are not in use.**
7. **The Applicant shall comply with any stipulations set forth by the Kent County Road Commission.**
8. **The applicant shall comply with the stipulations of the Township Fire Chief.**
9. **The applicant shall comply with the stipulations of the Township Engineer.**
 - a. **Additional ever green screening shall be placed between the building façade and wetland to minimize expanse of building façade.**

Second by Bradshaw

Roll Call Vote:	CURTIS:	Aye	EBERLY:	Aye
	CUTLER:	Aye	MASEFIELD:	Aye
	BOSSCHER:	Aye	VANLAAN:	Aye
	BRADSHAW:	Aye		

Motion Carried.

7. UNFINISHED BUSINESS

- A. Revised Special Land Use and Site Plan Review for the CalPlex/YMCA pool project, at 9733 Kraft Avenue, for an athletic complex which includes a pool. (Postponed on November 1, 2021). Agent is C2AE. Applicant is Caledonia Public Schools.

Wells summarized her memo and noted great collaboration with all parties involved.

Applicant presents their case:

Agent, Tom McKercher of C2AE, agrees with Wells' summary.

Discussion:

Discussion was held between Commissioners and the applicant regarding the following:

Curtis had a question regarding pool drainage and the potential for a similar situation to the “green slime” (after the fact) like the airport experienced and Boerman clarified the allowable ability to discharge into a basin.

Bradshaw referenced the “Bill Robertson” report regarding pools’ drainage to stormwater and he has significant concern over the environmental impact and the wetland preservation wanting certainty that discharge will protect/not negatively impact wetland area.

Masefield asked for clarification for other pool-type discharges.

VanLaan asked about drainage and potential 100-year storm levels.

Bosscher asked about water service boundary expansion timeframe.

Curtis said, to clarify, no water means no building.

Bradshaw said to cross off the Planner’s memo the second sentence of item D since they will be connecting to the water system, but not the sewer system.

Masefield asked about meeting the architectural standards and what the building will look like and McKercher explained that the updated renderings would be forthcoming.

McKercher wanted to clarify the 2020 letter from Bill Robertson referenced old information.

Bradshaw asked about some engineering items; gravel shoulder versus concrete and the cost, entry to the site turn radius and damage to the curb, fantastic improvement to plans, sheet C-201 question with KCRC only wanting 3 1/2” asphalt depth, C-501 3 1/2” restrictor updates to match stormwater report, leaching basin for spa discharge and backwash, concern on lack of detail for spillway, stormwater report 15” culvert calculations not shown on the site, would have liked to see updates to the architectural look of the building.

Bosscher had a question regarding not requesting sidewalk along Kraft and Wells explained existing sidewalks and prioritizing requirements, noting that due to the sidewalks placed elsewhere on this site, across Kraft, and to Cal-Plex that waiving the pathway on the west side of Kraft could be reasonable.

Curtis asked for the parking lot path from Kraft into the site to be changed from 6’ to 8’ to match the other side.

Bosscher asked, for instance, how does traffic flow with the proposed pedestrian refuge?

McKercher explained the location is due to the Kent County Road Commission’s recommendations.

Eberly was appreciative of detail and effort put into the plan and meant no ill will towards Bill Robertson with his comments on the report because he has worked with Robertson before.

VanLaan is happy with the plan but wants to see the renderings of the building.

Cutler had comments regarding a similar pedestrian refuge on Cherry Valley and had questions about the business hours of operation for exterior lighting: anticipated YMCA hours being 7a-9p.

Curtis asked about desired pathway versus sidewalk and the connectivity from trail to trail and wanting it to be asphalt to asphalt with north connection.

Wells summarized the items to be discussed at the next meeting (July 18th) and options for action since the YMCA/School would like additional signage. Additional signage was not requested in detail and can only be approved through a Special Land Use.

Voice Vote:

Curtis made a motion to postpone item 7a. citing need for additional information including:

- 1. The site plan shall be updated to include full dimensions on the building, sidewalks, parking spaces, setbacks, etc.**
- 2. The sidewalks depicted on the pedestrian plan, including connecting to the middle school, as well as the mid-block crossing, shall be constructed prior to certificate of occupancy.**

- Sidewalks shall be a minimum of 5' wide.
3. An 8' paved sidewalk shall be extended from the new Athletic Facility to the Cal-Plex parking lot and athletic fields to the west of the proposed pool house prior to certificate of occupancy.
 4. Lighting shall include a note related to system dimming or lights turning off after hours per section 3.50 of the Township Zoning Ordinance. Model numbers of light fixtures shall be provided.
 5. Signage plan shall be provided for consideration as part of the Special Land Use.
 6. Building renderings shall be provided; the building architecture shall meet the requirements of the Architectural Standards in the Township Zoning Ordinance Section 3.59.
 7. All above ground mechanical equipment shall be screened from view.
 8. All conditions of the Township Engineer and Fire Chief shall be met.
 9. The site plan shall comply with all applicable local, state and federal requirements.
 10. Applicant shall update the discharge report from Bill Robertson and include best practices and other examples of similar pool discharge operations when pool is not connected to sewer system.
 11. Update pedestrian plan to include connections, widths, and responsible party.
 12. Include curbing at driveway throat and connection to parking and loading area.

Second by Bradshaw

All ayes.

Motion Passes.

*** 5 MINUTE BREAK ***

- B. Revised PUD Rezoning and Site Condominium Review for the Kettle Preserve residential development located at 7153 Whitneyville, 78-acres of R-2 zoning on parcel 41-23-11-100-011. Agent is Roosien Associates. Applicant is Whitneyville Investors. (Postposed on February 21, 2022).

Wells summarized her memo. She also explained PUD special requirements and density calculations as well as the test plan differences between options.

Applicant presents their case:

Howie Hehrer, applicant, agreed with Wells' summary but also added he wants to avoid community septic, test plan conversions, and less than 1 unit per acre development, down to 68 units on the second test plan (community septic) with below-density larger lot sizes including a landscaped areas with a community gazebo and playground.

Discussion:

Discussion was held between Commissioners and the applicant regarding the following:

Curtis questioned the lot exclusion from the calculation by-right plan overlay (road #1 + lots #19, 20, 21, 22, 40, 41, 42, 43, 3, 4, 55, 56 = 19 acres; by-right 56 lots, 22 unbuildable, which leaves 34 lots as the buildable lot number calculation).

Masefield clarified by-right development and the long-term protection of natural features and their inclusion/benefit for preservation versus site plan, other than EGLE requirements.

Curtis noted the 66' of right-of-way not included in calculation.

Hehrer suggested future calculation for density configuration to include slopes and open space deduction for future projects.

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Eberly clarifies two (2) separate things for submittal requirements and thinks this development is pushing the density without available necessary infrastructure to support.
Curtis and Bradshaw agreed that the road location should line up with Garbow even though it is “slopeish” and don’t want to revisit the connectivity with the school with the island.
Masefield asked about the “hot spots” map and the development outside of the “hot spots”.
Boerman discussed septic potential and the overriding benefit to the community.
Masefield appreciates the home plans and can start to visualize the details of the development.

Voice Vote:

VanLaan made a motion to postpone the request until the applicant comes back with additional information including:

- 1. Parallel plan that meets the PUD requirements of the zoning ordinance.**

Second by Bosscher

All ayes.

Motion Passes.

8. PUBLIC COMMENTS (Extended – Up to 5 minutes)

None.

9. COMMISSIONERS COMMENTS

None.

10. CORRESPONDENCE

Next meeting is Monday, July 18th since there is no meeting on June 20th or July 4th.

11. ADJOURNMENT

Motion by Bradshaw

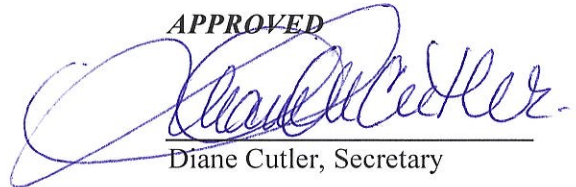
Second by Masefield to adjourn.

Voice Vote: Motion carried.

Meeting adjourned at 9:42pm.

CALEDONIA TOWNSHIP PLANNING COMMISSION

APPROVED



Diane Cutler, Secretary

Submitted,

Ellie Koetsier, Building/Planning/Zoning Administrative Assistant