

**MUSKEGON CHARTER TOWNSHIP
PLANNING COMMISSION MINUTES
PC-16-07
July 11, 2016**

CALL TO ORDER

Vice-Chair Bouwman called the meeting to order at 7:00 PM.

ROLL

Present: Borushko, Bouwman, Wood, Singerling, Hower, Frein

Absent:

Excused: Nolan

Also Present: Planning, Zoning and Development Director Lorraine Grabinski, Recording Secretary Robyn McKenna and six (6) guests.

APPROVAL OF AGENDA

Motioned Hower, supported Singerling to approve the agenda.

Motion carried.

APPROVAL OF MINUTES

Motioned Hower, supported Borushko to approve the minutes of June 13, 2016 as presented.

Motion carried.

COMMUNICATIONS

Staff Report

Vice-Chair Bouwman thanked Ms. Grabinski for the report.

Township Board Minutes June 6, 2016 and June 20, 2016

MTA Planning/Zoning Conference

Commissioners are encouraged to attend.

FYI – 1200 Holton

Brink Farms will be installing a tank which does not require any site review.

Joint Meeting Letter

Ms. Grabinski provided a copy of a letter which was sent to business owners inviting them to the joint meeting regarding the sign ordinance.

Information only, no action taken.

OLD BUSINESS

**SU16-03 – 3289 Apple
Request for Used Vehicle Sales**

Ms. Grabinski advised that Mr. Cunningham is not in compliance with the requirements from the 2015 towing special use and is asking the Commission to postpone until September 12, 2016.

Motioned Hower, supported Borushko to table until September 12, 2016 as requested by applicant.

Motion carried.

NEW BUSINESS

**SU16-05 – 1495 N. GETTY
Request for State Licensed Group Day Care**

The Special Use Hearing opened at 7:03 PM.

The Special Use Hearing was published in the Muskegon Chronicle on June 26, 2016. Twenty-five (25) notices were mailed to property owners on June 24, 2016. There were no responses.

Matthew/Ashley Lamphere – 1495 N. Getty – Matthew and Ashley Lamphere advised that they have applied for a Special Use which would allow her to apply for a State Licensed Group Day Care License; which would increase her current day care business from six (6) children to twelve (12) children. The daycare is in the basement with the entrance in the rear. They have plans for a circle drive to accommodate the traffic flow. There is a perimeter fence around the back yard and toys will be kept in the back yard. They will provide before and after school child care for children from infant to twelve (12) years old with a maximum of twelve (12) children in the home – which would include their two (2) children. The hours of operation would be 8:00 AM to 5:00 PM. Reeths-Puffer Elementary is located across the street from their home and there is a crossing at Getty and Giles – possibly she could request a bus stop in front.

The Special Use Hearing Summary was reviewed and all requirements were met.

Motioned Singerling, supported Hower to close the Special Use Hearing at 7:17 PM.

Motion carried.

Motioned Frein, supported Wood to recommend approval to the Township Board for the Special Use request for a State Licensed Group Day Care License contingent that the site plan meets all ordinance requirements and the hours of operation will not exceed 7:00 AM to 8:00 PM and if the hours would change – applicant needs to come back for approval.

Motion carried.

**SPR16-07 – 2053 S. Sheridan
Request to Construct 17' 11" x 58' Pavilion**

Richard Lewandowski – 1047 Hile Rd. – Mr. Lewandowski advised they would like to cover an existing 25' x 58' concrete pad to create a pavilion for their residents. It would be post construction with a gable roof, ends siding would match facility and height would not exceed the height of existing building. The plan meets all ordinance requirements and has been approved by the Fire Inspector.

Motioned Singerling, supported Hower to approve the site plan as presented.

Motion carried.

OTHER

Private Drive/Road Draft Ordinance

Ms. Grabinski provided some samples of Private Drive/Road Ordinances from other areas. City of Grand Rapids addresses the difference between a private road and driveways. Discussion was held regarding residential lot limits on private roads - which are built to county road specifications; fees for maintenance/repair and defining private road, private drive and public road. Staff will provide a draft ordinance with the directions provided by the Planning Commission.

Fence Ordinance – Review of Ordinance Requested by Resident

Ms. Grabinski advised a resident spoke with her regarding the fence ordinance. The neighbor adjacent to his property has a fence approximately 15' inside his property line. Leaves accumulate on the outside of the fence in the 15' area. The property is over ½ acre and according to the ordinance the property owner is only responsible to clean up the leaves on the front 50' of his property. Code Enforcement Officers have a difficult time enforcing. Discussion was held and Commission decided to bring the request back for further review.

Temporary Sign Ordinance – Joint Meeting Date

The joint meeting date for the Township Board and Planning Commission has been scheduled for Thursday, July 28, 2016 at 6:00 PM.

PUBLIC COMMENT

Opened at 7:45 PM

John Ramones – 1809 Ada Ave. – Mr. Ramones advised he has concerns with Wesco's parking lot on the corner of Ada and Sauter. They are happy with the progress on the parking lot lights and the grounds upkeep – there is still an issue for light trespass from car lights from the original parking lot and the new parking lot. He would like to see something done quickly to defuse the lights from cars when they park and leave head lights on and the vehicle running. He would like to see arborvitae trees planted on the south side of the new parking lot. He added that cars are going around the curb stops on the south end of the new parking lot.

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Public Comment continued

Ms. Grabinski advised that Wesco has done a lot more than what was required on the site plan. Discussion was held and Commission Members advised staff to work with Wesco on preventing cars from going around the curb stops and at this time there are no ordinance violations and the Commission is bound by the site plan which was approved.

NEXT MEETING

The next scheduled meeting for the Planning Commission is on August 8, 2016 at 7:00 PM in the Board Room at Town Hall.

ADJOURNMENT

Motioned Singerling, supported Wood to adjourn at 7:56 PM.

Motion Carried.

Respectfully submitted,

Sandi Frein
Recording Secretary