

**MUSKEGON CHARTER TOWNSHIP
PLANNING COMMISSION MINUTES
PC-16-11
November 14, 2016**

CALL TO ORDER

Chairperson Nolan called the meeting to order at 7:00 PM.

ROLL

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

Absent:

Excused:

Also Present: Planning, Zoning and Development Director Lorraine Grabinski, Recording Secretary Gloria Vega and thirteen (13) guests

APPROVAL OF AGENDA

Motioned Hower, supported Wood to approve the agenda.

Motion carried.

APPROVAL OF MINUTES

Motioned Borushko, supported Bouwman to approve the minutes of October 10, 2016 as presented.

Motion carried.

COMMUNICATIONS

Staff Report

Chairperson Nolan stated he feels this report is extremely helpful and thanked Ms. Grabinski for the report.

Township Board Minutes October 3, 2016 and October 17, 2016

MTA – Township Insights

Information only, no action taken.

OLD BUSINESS

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

The Special Use Hearing opened at 7:02PM

Mr. Cunningham was not present at the meeting.

Motion by Singerling, support by Hower to close the Special Use Hearing at 7:04PM.

Motion carried.

Motion by Bouwman, support by Singerling to recommend denial to the Township Board for the request for a special use because the existing special use was never brought into compliance.

Motion carried.

Sign Ordinance – Draft Amendment

Ms. Grabinski provided a draft amendment to the Ordinance. Commissioner Bouwman gave an overview of the meetings between the Township Board members, Planning Commission members and business owners. Safety was the number one concern. The character of the area and expanding marketing were also discussed at the meetings.

Eloy Martinez, 1577 Holton Rd, is the owner of Northpoint Jewelers and was a member of the committee. He wanted to thank the Township for its cooperation in this matter.

There will be a Public Hearing for the Ordinance Amendment.

NEW BUSINESS

SU16-07 – Expansion of car lot 2511 Apple Ave.

The Special Use Hearing was published in the Muskegon Chronicle on October 30, 2016. Six notices were mailed to property owners on October 28, 2016. There was one response for inquiry only. The proposed usage is for overflow parking on vacant lot for Great Lakes Ford vehicles.

The Special Use Hearing opened at 7:19PM

Mark LaFontaine was present to answer any questions the Commissioners had. He indicated that the lot will be used for new cars only. Presently there are monitoring wells on the property. The old tanks are gone. Apple Avenue ingress and egress are not to be used. The MCRC approves with a requirement to pave the Barlow approach.

Motion Hower, support Singerling to close the Special Use Hearing at 7:25PM

Motion carries.

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

Motion Bouwman, support Hower to recommend approval to the Township Board as applied for new cars only.

Motion carries.

**SPR16-09 – 2511 Apple Ave.
Great Lakes Ford**

Motion Singerling, support Bouwman to approve the Site Plan Review for 2511 Apple Ave. with the MCRC recommendations.

Motion carries.

**ZC16-02 – 2400 S. Mill Iron Rd
C-1 to R-1**

The Zone Change Hearing was published in the Muskegon Chronicle on October 30, 2016. Forty-six notices were mailed to property owners on October 28, 2016. There was one response for inquiry only.

The Zone Change Hearing opened at 7:29PM.

Tim Demumbrum, 2534 Black Creek Rd., Westshore Consulting and Richard Freeman, 2430 S. Mill Iron Rd. were here to answer any questions the Commissioners had. Mr. Freeman would like the zone change for construction of a single family home.

This would not be spot zoning because the property to the South is zoned R1.

Motion Singerling, support Bouwman to close the Zone Change Hearing at 7:34PM.

Motion carries.

Motion Bouwman, support Singerling to recommend approval to the Township Board.

Motion carries.

**ZC16-03 – 1585 S. Walker Rd
IP to C-1 CONDITIONAL**

The Zone Change Hearing was published in the Muskegon Chronicle on October 30, 2016. Seventeen notices were mailed to property owners on October 28, 2016. There was one response for inquiry only.

The Zone Change Hearing opened at 7:35PM.

Sandra Morence, 4260 White Rd. was present to answer any questions the Commissioners had. She indicated that they would be using three rooms for child care. The children would be five years and younger. There will be approximately twenty seven children cared for. The hours of operation will be 6:00AM to 6:00PM. At present there will be no outdoor play area, but it may be added in the future.

Motion Hower, support Singerling to close the Zone Change Hearing at 7:39PM.

Motion carries.

Motion Singerling, support Bouwman to recommend approval to the Township Board.

Motion carries.

**SU16-08 – 1585 S. Walker Rd.
Approval of Day Care Center**

The Special Use Hearing was published in the Muskegon Chronicle on October 30, 2016. Seventeen notices were mailed to property owners on October 28, 2016. There was one response for inquiry only.

The Special Use Hearing opened at 7:30PM.

Sandra Morence, 4260 White Rd. indicated that there would be seven staff members. The parking is adequate. The building will need to be brought up to code with approval from the Fire Department and Building Official.

Motion Frein, support Hower to close the Special Use Hearing at 7:41PM.

Motion carries.

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

Motion Wood, support Singerling to recommend approval to the Township Board contingent on meeting all state, fire and building codes.

Motion carries.

**SPR16-10 – 3440 Laketon Ave.
Addition**

David Mayville, BMA Architects was present to answer any questions. Mr. Mayville introduced his team to the Commission. Mr. Mayville indicated that the sprinkler system will be fixed. The exterior of the building will be block and metal to go along with the products of the company. The space will be for additional office space. The parking will be increased from 70 to 102 spaces. There are 3 loading docks that continue to flood, a second drainage system will be added to fix the problem. There will be landscaping and new trees have been planted.

Ms. Grabinski advised that the lots will have to be combined.

Motion Singerling, support Hower for approval of SPR16-10.

Motion carries.

Election of Chair, Vice-Chair and Secretary

Mr. Nolan indicated that he will be leaving the Commission. His last meeting will be in December.

Ms. Frein nominated Mr. Bouwman for the Chair of the Commission. Mr. Bouwman accepted.

Ms. Frein nominated Mr. Hower for the Vice-Chair. Mr. Hower declined.

Ms. Frein nominated Mr. Singerling for the Vice-Chair. Mr. Singerling accepted.

Mr. Hower nominated Ms. Frein for Secretary. Ms. Frein accepted.

Approval of 2017 Calendar Dates.

Motion Wood, support Singerling to accept the dates.

Motion carries.

OTHER

Ordinances pertaining to stumps/brush on properties.

Ms. Grabinski indicated that other municipalities consider stumps to be blight. Ms. Grabinski was directed to amend the ordinance.

PUBLIC COMMENT

Mr. Borushko thanked Mr. Nolan for his many years on the Commission

Mr. Wood stated that this would be his last meeting.

NEXT MEETING

The next scheduled meeting for the Planning Commission is on December 12, 2016 at 7:00 PM in the Board Room at Town Hall.

ADJOURNMENT

Motioned Singerling, supported Wood to adjourn at 8:02 PM.

Motion Carried.

Respectfully submitted,

Sandi Frein
Recording Secretary