

**MUSKEGON CHARTER TOWNSHIP  
PLANNING COMMISSION MINUTES  
PC-22-2  
March 14, 2022**

**CALL TO ORDER**

**Chairperson Singerling called the meeting to order at 7:00 p.m.**

**Present: Singerling, VandenBosch, Hughes, Borushko, Frein**

**Excused: Bouwman, Hower**

**Absent: None**

**Also Present: Planning / Zoning Administrator Brian Werschem, Recording Secretary Andria Muskovin, Fire Marshal Nicolai and 9 guest.**

**Approval of Agenda**

**Motioned by Borushko supported by Hughes to approve the Agenda for the March 14, 2022 Planning Commission meeting.**

**Ayes: Singerling, VandenBosch, Hughes, Borushko, and Frein**

**Nays: None**

**Motion carried.**

**Approval of Minutes**

**Motioned by Hughes supported by Borushko to approve the minutes from February 14, 2022.**

**Ayes: Singerling, VandenBosch, Hughes, Borushko, and Frein**

**Nays: None**

**Motion carried.**

**Communications**

**February 7, 2022 and February 22, 2022 Board Minutes Reviewed**

**Staff Report acknowledged**

**Laketon Township Master Planning letter received**

## **Unfinished Business - None**

### **New Business –**

1. PC 22-04 Site Plan

**Name:** Evanoff Dental – Evanoff Land Holdings, LLC  
**Address:** 918 S. Sheridan  
**PP#:** 2 acre portion of 61-10-023-300-0006-00  
**Zoning:** PUD – Underlying C1  
**Purpose:** Site Plan for new dental office.

**Planner Werschem explained Evanoff Dental proposes to construct a new dental office on the vacant land located at 918 S. Sheridan Road between PNC Bank and the Save-a-Lot store. This application is a simple Site Plan.**

**Don Degroot, 5252 Clyde Park, Grand Rapids stated that the building would be 3600 sq ft. They will run a pipe to the storm drain. Easement for Storm drain is required. There is water/sewer at that location. Construction will be this year. They will submit to bank upon approval. Hours will be 8-5 M and 8-4 T,W,Th. In compliance with Fire.**

### **Sec. 58-486. - Standards for approval.**

- (b) Each site plan shall conform to all applicable provisions of this chapter and the following standards:
- (1) All elements of the site plan shall be designed to take into account the site's topography, the size and type of the lot, the character of adjoining property and the type and size of buildings. The site shall be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this chapter.
- PC determined that all elements of the site plan are designed to take into account the site's topography, the size and type of the lot, the character of adjoining property and the type and size of buildings. The site is to be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this chapter.*
- (2) The landscape shall be preserved in its natural state, insofar as practical, by removing only those areas of vegetation or making those alterations to the topography which are reasonably necessary to develop the site in accordance with the requirements of this chapter. Landscaping shall be preserved and/or provided to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property.
- PC determined that the landscape is being preserved in so far as practical.*
- (3) Stormwater and erosion protection.

- a. Appropriate measures shall be taken to ensure that removal of surface waters will not adversely affect neighboring properties, the public stormwater drainage system, or nearby bodies of water.

*PC determined that the onsite stormwater services are being utilized to ensure that removal of surface waters will not adversely affect neighboring properties, the public stormwater drainage system, or nearby bodies of water.*

- b. Provisions shall be made to accommodate stormwater, prevent erosion and the formation of dust.

*PC determined that all areas are either hard surface or properly landscaped to accommodate stormwater, prevent erosion and the formation of dust.*

- c. The use of detention/retention ponds may be required.

*PC determined that the applicant is using an existing detention pond as required.*

- d. Surface water on all paved areas shall be collected at locations so that it will not obstruct the flow of vehicular or pedestrian traffic or create standing water that may interfere with this traffic.

*PC determined that surface water on all paved areas are being collected at locations so that it will not obstruct the flow of vehicular or pedestrian traffic or create standing water that may interfere with this traffic.*

- e. Areas of natural drainage such as swales, wetlands, ponds, or swamps shall be protected and preserved insofar as practical in their natural state to provide areas for natural habitat, preserve drainage patterns and maintain the natural characteristics of the land.

*PC determined that no swales, wetlands, ponds, or swamps exist so this requirement does not apply.*

- f. Catch basins or other protective measures may be required to contain oil filters or traps to prevent contaminants from being discharged to the natural drainage system. Other provisions may be required to contain runoff or spillage from areas where hazardous materials are stored, or proposed to be stored.

*PC determined that no contamination is being produced so this standard does not apply.*

- g. Compliance with the requirements of [section 58-487](#) shall also be demonstrated.

*PC determined that the requirements of section 58-487 are demonstrated.*

- (4) The site plan shall provide reasonable, visual and sound privacy for all dwelling units located therein. Fences, walls, barriers and landscaping shall be used, as

appropriate, for the protection and enhancement of property and for the privacy of its occupants.

*PC determined that no dwelling units are proposed so this standard does not apply.*

- (5) Every structure or dwelling unit shall have access to a public street, unless otherwise provided in an approved PUD.

*PC determined that the structure does have access to a public street as provided in the PUD.*

- (6) A pedestrian circulation system which is insulated as completely as reasonably possible from the vehicular circulation system shall be provided.

*PC determined that the pedestrian circulation system provided is adequate.*

- (7) Safe, convenient, uncongested, and well-defined vehicular and pedestrian circulation within the site shall be provided. Drives, streets and other elements shall be designed to promote safe and efficient traffic operations within the site and at its access points.

*PC determined that safe, convenient, uncongested, and well-defined vehicular and pedestrian circulation within the site is provided.*

- (8) The arrangement of public or common ways for vehicular and pedestrian circulation shall be connected to existing or planned streets and pedestrian or bicycle pathways in the area.

*PC determined that the arrangement of public or common ways for vehicular and pedestrian circulation is connected to existing or planned streets and pedestrian or bicycle pathways in the area.*

- (9) All streets shall be developed in accordance with [chapter 42](#), subdivisions and the county road commission specifications.

*PC determined that no streets are required so this section does not apply.*

- (10) All buildings or groups of buildings shall be arranged so as to permit necessary emergency vehicle access as required by the fire and police departments.

*PC determined that all buildings or groups of buildings are arranged so as to permit necessary emergency vehicle access as required by the fire and police departments. Fire department has approved the layout.*

- (11) The site shall be adequately served by water supply and sewage collection and/or treatment.

*PC determined that municipal water and sewer is required and provided.*

- (12) All loading or unloading areas and outside storage areas, including refuse storage stations, shall be screened from view of the street and/or adjacent properties by a vertical screen consisting of structural or plant materials.

*PC determined that all loading or unloading areas and outside storage areas, including refuse storage stations, are screened from view of the street and/or adjacent properties by a vertical screen consisting of structural or plant materials.*

- (13) Exterior lighting shall be arranged so that it is deflected away from adjacent properties and so that it does not impede the vision of traffic along adjacent streets.

*PC determined that no light trespass will occur from this development.*

- (14) Site plans shall conform to all applicable requirements of state and federal statutes and approval must be conditioned on the applicant receiving necessary state and federal permits before final site plan approval or an occupancy permit is granted.

*This should be a contingency in any approval.*

**Motion by VandenBosch and supported by Borushko to approve the site plan for Evanoff Dental for 918 S. Sheridan Road, parcel # 61-10-023-300-006-00 having met the standards of Section 58-486 of the Muskegon Charter Township Code of ordinances contingent on compliance with all federal, state, county and local rules, regulations policies and ordinances**

**Roll Call:**

**Ayes: Singerling, VandenBosch, Hughes Borushko, Frein,**

**Nays:**

**Motion Carried.**

**2. PC 22-05 Site Plan Amendment**

**Name: Meijer  
Address: 1800 Holton road  
PP#: 61-10-215-000-0009-00  
Zoning: SC – Shopping Center  
Purpose: 1500 sq. ft. addition for grocery pick up.**

**Planner Werschem explained Meijer proposes to construct a 1,528 square foot addition for grocery pickup services on its current property located at 1800 Holton Road. This application is a simple Site Plan Amendment.**

**It will have a refrigerated section as well as a freezer section along with shelves for customers call ahead orders. Employees will bring groceries out to 8 designated spots for customer pick up. Crosswalk to be put in and no increase or decrease in traffic flow is predicted. Immediate start with approval.**

## Sec. 58-486. - Standards for approval.

(b) Each site plan shall conform to all applicable provisions of this chapter and the following standards:

- (1) All elements of the site plan shall be designed to take into account the site's topography, the size and type of the lot, the character of adjoining property and the type and size of buildings. The site shall be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this chapter.

*PC determined that all elements of the site plan are designed to take into account the site's topography, the size and type of the lot, the character of adjoining property and the type and size of buildings. The site is to be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this chapter.*

- (2) The landscape shall be preserved in its natural state, insofar as practical, by removing only those areas of vegetation or making those alterations to the topography which are reasonably necessary to develop the site in accordance with the requirements of this chapter. Landscaping shall be preserved and/or provided to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property.

*PC determined that the landscape is being preserved in so far as practical.*

- (3) Stormwater and erosion protection.

- a. Appropriate measures shall be taken to ensure that removal of surface waters will not adversely affect neighboring properties, the public stormwater drainage system, or nearby bodies of water.

*PC determined that the onsite stormwater services are being utilized to ensure that removal of surface waters will not adversely affect neighboring properties, the public stormwater drainage system, or nearby bodies of water.*

- b. Provisions shall be made to accommodate stormwater, prevent erosion and the formation of dust.

*PC determined that all areas are either hard surface or properly landscaped to accommodate stormwater, prevent erosion and the formation of dust.*

- c. The use of detention/retention ponds may be required.

*PC determined that the applicant is using an existing detention pond as required.*

- d. Surface water on all paved areas shall be collected at locations so that it will not obstruct the flow of vehicular or pedestrian traffic or create standing water that may interfere with this traffic.

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*PC determined that no swales, wetlands, ponds, or swamps exist so this requirement does not apply.*

- f. Catch basins or other protective measures may be required to contain oil filters or traps to prevent contaminants from being discharged to the natural drainage system. Other provisions may be required to contain runoff or spillage from areas where hazardous materials are stored, or proposed to be stored.

*PC determined that no contamination is being produced so this standard does not apply.*

- g. Compliance with the requirements of [section 58-487](#) shall also be demonstrated.

*PC determined that the requirements of section 58-487 are demonstrated.*

- (4) The site plan shall provide reasonable, visual and sound privacy for all dwelling units located therein. Fences, walks, barriers and landscaping shall be used, as appropriate, for the protection and enhancement of property and for the privacy of its occupants.

*PC determined that no dwelling units are proposed so this standard does not apply.*

- (5) Every structure or dwelling unit shall have access to a public street, unless otherwise provided in an approved PUD.

*PC determined that the structure does have access to a public street.*

- (6) A pedestrian circulation system which is insulated as completely as reasonably possible from the vehicular circulation system shall be provided.

*PC determined that the pedestrian circulation system provided is adequate.*

- (7) Safe, convenient, uncongested, and well-defined vehicular and pedestrian circulation within the site shall be provided. Drives, streets and other elements shall be designed to promote safe and efficient traffic operations within the site and at its access points.

*PC determined that safe, convenient, uncongested, and well-defined vehicular and pedestrian circulation within the site is provided.*

- (8) The arrangement of public or common ways for vehicular and pedestrian circulation shall be connected to existing or planned streets and pedestrian or bicycle pathways in the area.

*PC determined that the arrangement of public or common ways for vehicular and pedestrian circulation is connected to existing or planned streets and pedestrian or bicycle pathways in the area.*

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*PC determined that no streets are required so this section does not apply.*

- (10) All buildings or groups of buildings shall be arranged so as to permit necessary emergency vehicle access as required by the fire and police departments.

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- (11) The site shall be adequately served by water supply and sewage collection and/or treatment.

*PC determined that municipal water and sewer is required and provided.*

- (12) All loading or unloading areas and outside storage areas, including refuse storage stations, shall be screened from view of the street and/or adjacent properties by a vertical screen consisting of structural or plant materials.

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*PC determined that no light trespass will occur from this development.*

- (14) Site plans shall conform to all applicable requirements of state and federal statutes and approval must be conditioned on the applicant receiving necessary state and federal permits before final site plan approval or an occupancy permit is granted.

*This should be a contingency in any approval.*

**Motion by VandenBosch and supported by Hughes to approve the site plan amendment for Meijer for 1800 Holton Road, parcel # 61-10-215-000-0009-00 having met the standards of Section 58-486 of the Muskegon Charter Township**



**Code of ordinances contingent on compliance with all federal, state, county and local rules, regulations policies and ordinances.**

**Roll Call:**

**Ayes: Singerling, VandenBosch, Hughes Borushko, Frein,**

**Nays:**

**Motion Carried.**

**3. PC 22-06      Zone Change – Public Hearing**

**Name:            Joseph & Zaneta Adams  
Address:        Vacant Land East of Paul, South of River  
PP#:             61-10-005-100-0015-00  
Zoning:         R1 – Single Family Residential  
Purpose:        Requesting R3 – Fourplex & Townhouse Residential**

**Public Hearing Notice was published on MLive and in the Muskegon Chronicle on Sunday February 20<sup>th</sup>, 2022. It was also mailed to all residents within 300 feet of the parcel.**

**Chair Singerling opened the public hearing at 7:10 P.M.**

**Planner Werschem explained that Joseph and Zaneta Adams along with their engineers as well as Sidock group are request to rezone the vacant land located at parcel 61-10-005-100-0015-00 to develop the property with Townhouses and / or Fourplex residential units.**

**If the zone change were to be approved they would then move forward with a development plan for Township review and approval. The property is currently zoned R1, single family residential. The Future land use maps of the Muskegon Charter Township Master Plans has this property planned as medium density residential. Fourplex / Townhouse residential can be easily proposed in medium density design.**

**Zaneta Adams, 1900 Paul St, Muskegon stated that they built their home in 2009. All the streets in her neighborhood are named after her family. Zaneta and her husband moved back from Chicago and decided to build homes for people at market value over 28.5 acres. Her parents own the easement.**

**Motion by Borushko seconded by VandenBosch to close the public hearing at 7:17 P.M.**

**Roll Call:**

**Ayes: Borushko, Hughes, Singerling, VandenBosch, Frein,**

**Nays:**

**Motion Carried**

**DIVISION 3. - DISTRICT CHANGES; AMENDMENTS**

- (3) Planning commission consideration and recommendation. The planning commission shall review the proposed amendment, together with any reports and recommendations from staff, consultants, other reviewing agencies and any public comments. The planning commission shall identify and evaluate all relevant factors, and shall report its findings and recommendation to the township board. In considering an amendment to the official zoning map (rezoning), the planning commission shall consider the following factors in making its findings and recommendations:

*The Planning Commission must review each standard and provide a decision.*

- (a) Consistency with the master plan. Consistency with the master plan's goals, policies, and future land use map. If conditions have changed since the master plan was adopted, the consistency with recent development trends in the area shall be considered.

*PC determined that the current Master Plan indicates medium density residential. Fourplex and Townhouse residential can be designed in medium density layout.*

- (b) Environmental features. Compatibility of all the potential uses allowed in the proposed zoning district(s) with the site's physical, geological, hydrological, and other environmental features.

*PC determined that the environmental features of the area seem compatible with medium density residential.*

- (c) Suitability with the law. Compatibility of all the potential uses allowed in the proposed district(s) with surrounding uses and zoning in terms of suitability, intensity, traffic impacts, aesthetics, infrastructure and potential influence on property values.

*PC determined that medium density fourplex / townhouse residential is compatible with surrounding uses and zoning in terms of suitability, intensity, traffic impacts, aesthetics, infrastructure and potential influence on property values.*

- (d) Capacity of public services and utilities. Capacity of available utilities and public services to accommodate all the potential uses permitted in the proposed zoning district(s) without compromising the health, safety, and welfare of township residents or burdening the township with unplanned capital improvement costs or other unplanned public expenses.

*PC determined that the capacity of public services and utilities is adequate to accommodate all the potential uses permitted in the proposed zoning district(s)*

*without compromising the health, safety, and welfare of township residents or burdening the township with unplanned capital improvement costs or other unplanned public expenses.*

- (e) Capability of road system. Capability of the road system to safely and efficiently accommodate the expected traffic generated by all the potential uses permitted in the proposed zoning district.

*PC determined that the road system has the capability to safely and efficiently accommodate the expected traffic generated by all the potential uses permitted in the proposed zoning district.*

- (f) Demand for uses. The apparent demand for the types of uses permitted in the proposed zoning district(s) in relation to the amount of land currently zoned and available in the Township and surrounding communities to accommodate the demand.

*PC determined that a recent master planning study indicates that there is demand for townhouse and fourplex residential.*

- (g) Scale of future development. The boundaries of the proposed district(s) in relationship to the surrounding area and the scale of future development on the site.

*PC determined that the boundaries of the proposed district(s) in relationship to the surrounding area and the scale of future development on the site is appropriate and adequate.*

- (h) Other factors. Whether all of the potential uses in the proposed zoning district(s) are equally or better suited to the area than the current uses allowed.

*PC determined that all of the potential uses in the proposed zoning district(s) are equally suited to the area as the current uses allowed in the current zoning district.*

**Motion by VandenBosch seconded by Hughes to recommend to the Township Board approval of Ordinance 22-5 to rezone Parcel Number 61-10-005-100-0015-00, having met all the standards of Division 3 Section 58-432 (c) (3) of the Muskegon Charter Township Code of Ordinances as outlined in the minutes of this Planning Commission during the Planning Commissions review of the standards.**

**Roll Call:**

**Ayes: Borushko, Hughes, Singerling, VandenBosch, Frein,**

**Nays:**

**Motion Carried**

**Public Comments: Mark Nicolai announced his retirement in June 2022.**

**Announcements: Next Planning Commission meeting will be April 11, 2022.**

**Motion by Frein supported by Hughes to adjourn the meeting at 7:24 P.M.**

**Roll Call:**

**Ayes: Borushko, Hughes, Singerling, VandenBosch, Frein**

**Nays:**

**Motion Carried**

**Respectfully submitted by,**

**Sandra Frein  
Secretary**