**MUSKEGON CHARTER TOWNSHIP  
PLANNING COMMISION MINUTES  
PC-22-12  
November 14, 2022**

**CALL TO ORDER**

**Chairperson Singerling called the meeting to order at 6:00 p.m.**

**Present: Hower, Singerling, Hughes, VandenBosch,**

**Excused: Bouwman, Borushko**

**Absent: Frein**

**Also Present: Recording Secretary Andria Muskovin, Planner Werschem and 5 guests.**

**Approval of Agenda**

**Motioned by VandenBosch supported by Hower to approve the Agenda for the November 14, 2022 Planning Commission meeting.**

**Ayes: Hower, Singerling, Hughes, VandenBosch**

**Nays: None  
   
Motion carried.**

**Approval of Minutes**

**Motioned by Hower supported by Hughes to approve the minutes from October 10, 2022 Regular Meeting**

**Ayes: Hower, Singerling, Hughes, VandenBosch**

**Nays: None  
  
Motion carried.**

**Communications**

**October 3, 2022 and October 17, 2022 Board Minutes Reviewed**

**Staff Report acknowledged  
New General Commercial Zoning District – to be discussed later as 3 members of the Planning Commission are out tonight.**

**Ayes: Hower, Singerling, Hughes, VandenBosch**

**Nays: None**

**Unfinished Business –**

**New Business –**

1. **PC 22-26 Site Plan**

**Name: Lake Michigan Credit Union**

**Address: 1606 Holton Rd**

**PP#: 61-10-005-400-0047-00**

**Zoning: Neighborhood Commercial (C1)**

**Purpose: Site Plan for new LMCU location**

**LMCU plans to tear down structure at 1606 Holton Rd and build a   
4,084 sq. ft. Credit Union. LMCU has already worked with MCRC and MDOT on access points. They will have onsite retention. Fire Department has reviewed and is happy with layout. Zoning Administrator Werschem has reviewed submittal is complete.**

**Steve Wittie, stated that there will be 3 drive thru lanes and 45 parking spaces. The building will be modern and attractive and the trees/landscaping has landscape architects working on it and have chosen red maples, cedar, white pines to name a few.**

**Motion by Hower second by Hughes to approve the Site Plan for 1606 Holton Rd, parcel 61-10-005-400-0047-00 having met the standards of Section 58-486 of the Muskegon Charter Township Code of ordinances with the following conditions:**

**Compliance with all federal, state, county and local rules, regulations and ordinances.**

**Ayes: Hower, Singerling, Hughes, VandenBosch,**

**Nays: None  
  
Motion carried.**

1. **PC 22-27 Site Plan Amendment**

**Name: Dollar General Market**

**Address: 2050 Whitehall Rd**

**PP#: 61-10-006-100-0021-00**

**Zoning: Neighborhood Commercial (C1)**

**Dollar General Market plans to add a vestibule on the front of the building, and because of the road expansion going from 66’ to 100’ to add a left turn lane, the building will be moved back 7 and 1/2 feet. Removing a parking space from one area and putting in another area. Sign will be moved outside of new right of way due to lane expansion.**

**Jared Devoursny, 3661 Wickham Dr, Norton Shores, MI 49441 stated that Brian’s description was accurate and he is available for any other questions.**

**Motion by Hower second by VandenBosch to approve the Site Plan Amendment for 2050 Whitehall Rd, parcel 61-10-006-100-0021-00 having met the standards of Section 58-486 of the Muskegon Charter Township Code of ordinances with the following conditions:**

**Compliance with all federal, state, county and local rules, regulations and ordinances.**

**Ayes: Hower, Singerling, Hughes, VandenBosch**

**Nays: None  
  
Motion carried.**

1. **PC 22-28 Site Plan Amendment**

**Name: Certified Building Solutions**

**Address: 1665 Holton Rd**

**PP#: 61-10-005-400-0009-00**

**Zoning: Neighborhood Commercial (C1)**

**Purpose: Site Plan Amendment for Certified Building Solutions**

**Certified Building Solutions plans to overhaul the retention system to be put underground. Eliminate parking spaces along Holton Rd due to snow plows throwing snow, rocks etc. Parking spaces will be added where the gravel area over the retention system is and will have asphalt added. There will be a slight modification at the entrance taking a curb out that is often ran into. A rear fire hydrant is being moved from the open area in the lot to nearer to the building.**

**Motion by Hower second by Hughes to approve the Site Plan Amendment for 1665 Holton Rd, parcel 61-10-005-400-0009-00 having met the standards of Section 58-486 of the Muskegon Charter Township Code of ordinances with the following conditions:**

**Compliance with all federal, state, county and local rules, regulations and ordinances.**

**Having their Business License brought current with renewal.**

**Ayes: Hower, Singerling, Hughes, VandenBosch**

**Nays: None  
  
Motion carried.**

1. **Site Plan**

**Name: Seventh Day Adventist Church**

**Address: 3040 Evanston Ave**

**PP#: 61-10-035-200-0028-00**

**Zoning: Single Family Residential (R1)**

**Purpose: Sign in Residential Zoning District**

**The church wishes to add a lighted with digital portion sign for their church. Addition of new lighted sign would require the old sign to come down. The sign would be required to dim significantly at night.**

**Brian Link, 4406 Nielsen, Twin Lake stated that the sign would share with the public, the hours of the clothing pantry as well as upcoming events and that it would be on 24/7. He understands that the need to have it dimmed down at night would be required.**

**Motion by VandenBosch second by Hower to approve the Site Plan for 3040 Evanston Ave, parcel 61-10-035-200-0028-00 having met the standards of Section 58-375 2D of the Muskegon Charter Township Code of ordinances with the following conditions:**

**Compliance with all federal, state, county and local rules, regulations and ordinances.**

**Ayes: Hower, Singerling, Hughes, VandenBosch**

**Nays: None  
  
Motion carried:**

**Public Comments:**

**Announcements: Next Planning Commission meeting will be December 12, 2022. Zoning Administrator Werschem stated there will be 2 Public hearings, elections and approval of schedule for 2023.**

**Motion by Hower supported by VandenBosch to adjourn the meeting at ­6:32 P.M.**

**Ayes: Hower, Singerling, Hughes, VandenBosch**

**Nays:**

**Motion Carried**

**Respectfully submitted by,**

**Sandra Frein  
Secretary**