

## Vergennes Township Planning Commission

Monday, December 6, 2010

Scott Jernberg, Chairperson, called the meeting to order at 7:00pm.

Roll Call – Baird, Jernberg, Rasch and Post were present. Medendorp and Mastrovito were absent.

Motion to approve the minutes from the November 8, 2010 meeting by Baird, Post seconded. Motion carried.

Approval or changes to agenda - Approve agenda as written by Post, seconded by Rasch. Motion carried.

### 1. Site Plan Review Industrial Bldg – Annecy Group, LLC

Dave Powell, owner of Enwork, handed out information about his company. He has strong ties to the community. Enwork is a company started in 2003, first sale in 1/04. Office furniture, environments, etc... design products, engineer office furniture, warehouse distribution, sales. Very light manufacturing, mostly assembly. Most manufacturing is outsourced. There are 19 employees. California is biggest area for sales. Sales grew 55% in 2010. They are forecasting a 50-100% growth in 2011. This will be fourth facility since beginning company. Roots are here so he wants to work here. They are envisioning office/warehouse/distribution center. They are proposing a 27,281 square foot facility. Suppliers come to see them but not actual customers. Open space and existing parking lot drew them to current location on Christopher Drive. The parking lot has 130 spots now, after trucking figured in there would be 104. There are also eight spots in the front of the building that will accommodate visitors, etc. They are conducting soil borings and other tests to ensure current lot will hold up truck traffic. Trucks will come in from the south edge of the lot.

Baird questioned if Township had something on file about lot and engineering of it when it was installed years ago. JV wasn't sure, has been there over 10 years. They are going to do testing anyway.

Landscaping – planning 4 large deciduous trees in front of building and a windbreak of evergreens to help people walking in from lot. Flagpole in center with bushes, etc... Around office area, pea gravel bed about 2 feet out from building walls with about 50 feet of grass. Keep much of the back lot natural.

Lighting – Existing lighting stands in parking lot will be used to light lot, removing one for the truck route. There is a box light over truck docks, two on front of building to light parking area. Some kind of canopy light near entrance is proposed per code. There will be a light on flagpole. Sign in front will not be lit. Proposed sign is slightly larger than ordinance allows. They intend to conform to sign ordinance and will make that change.

Storm water retention is on northeast side with emergency relief to drainage in back also. Showed on drawing where storm water would flow. Very flat piece of land but is at high point of surrounding area. Collect storm water from office and pipe to retention pond. Building slopes south, collect in downspouts, etc. make way to retention pond.

There are two truck docks for semis with room for addition. Approximately five trucks a day come and go at current time. They stay within the 8am – 5pm timeframe. There should not be an issue with noise overnight. There is an enclosed dumpster area. There will be a back patio for lunch, etc...

Building has a lot of glass. Architectural metal is on exterior of building. There are three windows in warehouse plus two on south side to allow for as much natural light as possible. They are trying to bring a really nice building to the community.

Because of growth pressures of company, they want to get going. Financing is approved; people are ready to work on it. Turned discussion over to Planning Commission for questions.

Jernberg – It's a very nice looking building. Scott turned discussion over to Brian Wegener with Williams & Works. They received site plan on Wednesday. Their review highlights minor issues.

Page 5 of Williams & Works report – ordinance requires 80% of east side of building be glass, brick or wood. Planning Commission needs to decide if metal material is acceptable and compatible with surrounding area.

Site plan says building is one size, application shows another, need clarification of building size.

Box lights – some are too high, one over truck dock roof, may not light up intended area.

Questioned height of three existing light poles in parking area – proposed parking spaces on east side need to be 10 feet in width, they are shown as 9'. Also, need at least 5 handicap spaces.

Recommending approval subject to changes/clarifications in memo. Three items were touched on but there are 5 items still in question per Brian.

Jernberg had concern about outflow to retention pond. 8 inch outlet? Usually 4" or 6". It is sized per Kent County standards. They will go back to their engineer to double check numbers.

Parking spaces can be adjusted to 10'; will remove a space to accommodate if needed. Add four spaces at lower lot since slope is within 2% slope and is ADA ok to make accessible.

Tim Wittenbach – brought up lights...is there a height issue? 20' max. Elevations have been redone and are at 20' or lower. They also have cutoffs on them. Not shown on current plan but changes have been made already.

3 foot extension over truck dock. Light should not be an issue. No residents in area at all.

Discussion about water flow from parking lot and truck docks. Keep water flow under asphalt to avoid ponding.

Brian asked about façade of building. All agreed it was a benchmark for what the township would look for on future buildings. Hats off to the designers/Enwork for design.

Expansion designed to go out back. They own property to church, power substation.

Ordinance requires a 30' vegetation buffer between industrial use and residential district. There is 316' of woods between building and lot line at present. Still have a way to go before hit buffer line. JV mentioned we could make a condition to keep a certain distance natural woods to meet the 30 foot residential district buffer setback. Power Company is going to mow it down if in their easement.

Anything they saw from Williams & Works will be addressed. Not looking for any variances. Will change per their requests and send in to them for final approval.

Jernberg – engineer's site plan review 1-8 memo to be conformed to and addressed on drawings, etc...landscaping ok, building materials ok. Happy with appearance. Cutoff fixtures top down lighting required.

Brian Wegener bottom of page 5 of report – sign to meet ordinance, parking spaces 10' wide, need 5 handicap spaces. Applicant to work with Township Engineer to make sure concerns are dealt with. Light height lower than 20', add something about 30' buffer if wanted.

Scott – motion to recommend approval of site plan based on items 1-8 being addressed per Williams & Works engineer site plan review. Also, address the 1-3 conditions by Brian Wegener of Williams & Works. There should be retained a 30' buffer, outside and south of the power easement and extend to the east and west lot lines, with maintained vegetation. The lighting on the building needs to have full cutoff fixtures. Existing parking lot light poles can remain if at 20' – 21'. Scott Jernberg feels they would be grandfathered. Document the correct square footage size of building. Motion was seconded by Rasch. Motion carried. Ok to go to Township Board in two weeks at December 20, 2010 meeting.

Probably will not have a January meeting. There is nothing on agenda so far or in the works. Need to set chairman, vice-chairman and secretary at the first meeting of the year.

Anyone have any new name suggestions for the one commission opening? We can have between 5, 7 or 9 members as set by the Township Board. If we reduce to 5, the quorum is 3.

Meeting adjourned at 8:00 pm per Jernberg, seconded by Rasch.

Next scheduled meeting is January 3, 2011.