

Vergennes Township
PLANNING COMMISSION MINUTES
October 7, 2002

A meeting of the Vergennes Township Planning Commission was held on October 7, 2002 at the Township Offices at 7:00 PM. The meeting was called to order by Chairman Jernberg. Also present were Commissioners Gillette, Kropf, Mastrovito, Medendorp and Richmond. Absent was Commissioner Nauta. Also present were Township Clerk Mari Stone, Zoning Administrator Jeanne VanderSloot and Township Planner Jay Kilpatrick.

Approval of September 9 and 16, 2002 minutes. Motion by Gillette, seconded by Medendorp, to approve the minutes. All approved.

Approval of/changes to Agenda: Jernberg said item number one, Carolyn Way, is removed from the list.

Public Hearing - Kazemier Private Road Application – Opened at 7:03 p.m.

No comments at this time.

Public hearing closed at 7:03 p.m.

Discussions and motions by Planning Commission

Gillette - The Township Attorney has reviewed the maintenance agreement and is adequate.

Jay - The revised plan that was distributed today has same date but addresses comments that were expressed in the preliminary report with a few exceptions.

Parcel E would not have access to road. An advantage is that they can go with less cross section. In revised plan only four will have access.

The street name was approved by the Road Commission as Kazemier Woods.

The engineer had questions about drainage and if the retention basin is properly sized. If the Planning Commission wants to approve tonight suggests making it subject to final approval of the drainage plans.

The attorney has looked the maintenance agreement and it needs to be corrected from five roads to four roads.

Medendorp – question to Jay if there is a conflict with ordinance accessing off a private road and cannot access off main road?

Jay – They should have primary access off lesser-traveled road. No conflict.

Jay – Suggest motion today should also reference the site plan distributed today, October 7, 2002.

Jeanne - received the fax of approval to proceed from the township engineer with culvert size to be corrected.

Motion by Gillette, seconded by Medendorp, to recommend approval for private road if drainage is okay by Township Engineer, changes made to show there are four lots, and approval of the road agreement, based on the site plan submitted today, October 7, 2002.

All approved.

ORDINANCE AMENDMENTS.

Public Hearing – Open Space – Opened

No comments.

Public hearing closed.

Public Hearing – PUD – Opened

No comments.

Public hearing closed.

Public Hearing – Site Condo – Opened

No comments.

Public hearing closed.

Public Hearing – Sign-Home Occupation – Opened

No comments.

Public hearing closed.

Public Hearing – Article-Chapter – Opened

No comments.

Public hearing closed.

Discussions and motions by Planning Commission

Open Space

Jay – We have been working on this ordinance since last spring. It gives the Township opportunity to work with developers. Changes to language require Board approval.

Jernberg – asked Jeanne if she had any comments.

Jeanne – Page 9 C2 limits the percentage on the number of buildings, restricts creativity, will be able to save open space if going with all townhouses.

Jay – Would be a struggle to recommend a waiver for that. Jeanne makes a good point. Committee feels that type of housing out of character.

Jernberg - Can come with special request.

Jeanne - Page 11, C - Restricts creativity by separate clusters and may require more roads, topography of land may affect the layout.

Jernberg - A pod or cluster may be determined by the size of land.

Jeanne - Main issue of how you are going to cluster housing.

Jernberg – Question to Jay if we make it less stringent they don't have to come back again?

Jay – Yes.

Jeanne - Page 14 - 5 & 7 – Questioned the material used for plans with overlays. Are these more difficult to copy and is the material okay to use?

Jay - Useful for illustrations for presentations but can be complicated.

Jernberg - Say plans can be done on multiple drawings.

Gillette – Okay to show acetate layers at a public hearing.

Jay – Likes language of multiple layers or multiple drawings. It is important to have multiple drawings.

Jeanne – Back to the first one, on an all townhouse project, some buildings have four or six or eight, limiting that to a certain number limits the design or layout. If they can ask for a waiver and give reasons why, is comfortable with that.

Medendorp – Has more difficulty with 25% than with four units per building.

Medendorp - Interested in a less restrictive approach.

Jernberg – In regards to streams and lakes does not have a problem.

Medendorp – Difficult to just pick a number and hope that people will come to us and say it works better another way.

Gillette – If people see a better option will come to us. Better to more restrictive to start, it's easier to adjust downward than upward.

Mari Stone inquired regarding site plan reviews - consider where septic systems are located?

Jernberg – Yes.

Motion by Gillette, seconded by Medendorp, to recommend approval of ordinance with the amendment to Page 14, Section E, Paragraph five, six and seven to eliminating --- overlays and acetates to multiple drawings. All approved

PUD

Jay – This is a revised draft that distinguishes between the Open Space and PUD. It also establishes a two-step process; first to the Planning Commission for preliminary approval and then to the Township Board for final approval. Jeanne suggested technical changes that were discussed previously. These changes are to correct previous inconsistencies in the amendment. This does not include density bonus.

Jeanne - Question on page 15, number one, should it read, "shall?"

Jay – The changes saves the Planning Commission and applicant a lot of time. It will help build collaboration between the Planning Commission and applicant. Recommends making it a compulsive requirement for the informal discussion.

Jernberg – Will not eliminate a step in the process but being a team player.

Jay - It's better to have informal discussion first. Does not see problem with the wording "shall."

Jeanne - Page 16, number three, change Township Board to Planning Commission. Jay noted change.

Jernberg – Asked if it needs to come back because of the change. Jay – No.

Motion by Gillette, seconded by Mastrovito, make recommendation to the Township Board for approval of the revised PUD ordinance. All approved.

Site Condo

Jay - These changes bring the Ordinance in line with what is currently being done. Previous changes to the manufactured housing ordinance missed reference made to manufactured housing site condominiums. It does include a change in new language referencing mobile home condominiums. Another change is to make the Zoning Administrator responsible for accepting applications for site condominiums instead of the Township Clerk. Also, language on pages two and three that permits minor amendments without taking the site condominium all the way back to the approval process and approval can be made by the Zoning Administrator.

Jeanne – Happy with the changes, especially the minor amendments that will now be specific.

Motion by Gillette, seconded by Medendorp, to recommend approval of Amendment to Site Condo Standards to the Township Board. All approved.

Sign-Home Occupation

Jeanne – Correcting language to the sign amendment done two months ago regarding the front setback.

Motion by Gillette, seconded by Kropf, to accept this amendment for Sign-Home Occupation ordinance and recommend approval to Township Board. All approved.

Article-Chapter

Jeanne – This amendment corrects the formatting of the ordinance so that articles are replaced with chapters and roman numerals are replaced with numbers. This will make it easier to add amendments and page numbers in the future.

Motion by Medendorp, seconded by Gillette, to recommend approval of article modifications to the Township Board. All approved.

Fuhr Private Road Application

Todd Fuhr – Represent ---- for property at 1515 Lincoln Lake Road. Requesting a private road permit. Driveway plan has been submitted by application to the Kent County Road Commission for the name of Victory Lane and is awaiting approval. Property was sold at real estate auctions and now finalizing sale of lots. Driveway plan in detail submitted to Kent County shows the drains and complies with the maximum number of drains and drop-off. Site-plan shows lot detail. Asked Planning Commission if there are any questions on the private road plan and profile?

Medendorp – Asked if the county has any restrictions on grates? Jay – Yes, private road plan will have grate requirement.

Jernberg – Asked if parcels two and three are suppose to be one large piece? Todd – Yes.

Jeanne - It is one parcel now with a house on it.

Jernberg – Asked if there were three parcels? Todd – Yes.

Jernberg – Planning Commission will need a copy of the maintenance agreement.

Todd - It is being written and will be ready in seven to ten days.

Jernberg – Make note to review road cross-sections. Engineers will need to do water calculations.

Gillette – Asked if this needs to be set for a public hearing. Jernberg – Yes.

Jernberg – Planning Commission will need more drawings to review before scheduling a public hearing. Will need more information, road cross-section, better location map, water calculations, road cuts on Lincoln Lake, road maintenance agreement and the private drive to a 10 acre parcel to the east.

Jeanne – The topography lines need numbers and parcel two will need to show the location of the house.

Jernberg - What are your intentions? When did you want to break ground?

Todd - Parcel 4 vacant and no plans for building.

Medendorp – Is this a designated wet lands?

Todd - Wetland survey was done and analysis done prior to auction and sale.

Jernberg – Put all those pieces together and it will be easier to move forward and schedule a

public hearing, possibly for the December meeting.

Ordinance Amendment - Lake Residential / Industrial

Jay – Memo dated August 28, 2002. Two amendments that address shortcomings in ordinance for lake residential lots. Suggest amending the ordinance to say that lots that are not served by sewer meet the requirements of the RA district three hundred feet of frontage.

Jay – Suggests a public hearing. There is no pressure now, but there is nothing to regulate at this time.

Gillette – Recommends adding item to the other public hearing.

Jeanne – There may be a public hearing for a private road in December.

Gillette - Put on for public hearing in December.

Jay – The other item in this ordinance is multi-tenant industrial buildings. Currently the ordinance addresses only one tenant on one lot but many industrial building may be many suites leased out. Suggest addressing less than and greater than ten thousand square feet buildings. Suggest addressing larger than ten thousand square feet as special use permits because the larger the building the more problems with parking, lighting, etc. Also allows having this type of facility in the industrial park.

Gillette - Recommends putting this on a public hearing at a separate meeting in December.

Jernberg asked if anything else.

Jeanne - Tom brought up at last meeting regard the mini-storage and equine, putting lighting section that's in the commercial district putting it also in the industrial district too.

Jernberg - Put proposed wording on next meeting's agenda.

General Public Comment Time

No comments at this time.

Reschedule November Meeting

Rescheduled to October 28, 2002.

Joint Lowell Area Planning Commission – Jeanne said the November 7th date needs to be changed to November 13, or 20, 2002. Planning commission to talk through issues to be discussed. Kilpatrick to assist Gillette, Medendorp and Jernberg with development of topics for discussion.

Motion by Gillette to adjourn, seconded by Medendorp. All approved.

The meeting was adjourned at 8:20 PM.

Respectfully submitted,
Cindy Sullivan, Recorder