

NOTICE OF PUBLIC MEETING VIA VIDEO CONFERENCE

In accordance with Executive Order 2020-75, which declares that public bodies subject to the Open Meetings Act can use telephone and/or video conferencing technology to meet and conduct business during the ongoing COVID-19 pandemic, the Cascade Charter Township Planning Commission will conduct a regular meeting on Monday, June 8, 2020 at 7pm utilizing the Zoom video conferencing platform, for the purpose of conducting official business while complying with Executive Order 2020-77 and the Michigan Department of Health and Human Services recommendations designed to help prevent the spread of COVID-19. For up-to-date information regarding the ongoing public health crisis, please visit:

<http://www.Michigan.gov/coronavirus> or <http://www.CDC.gov/coronavirus>

INSTRUCTIONS FOR ACCESS AND PARTICIPATION

Please click the link below to join the webinar:

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<https://us02web.zoom.us/j/88365644770>

Or iPhone one-tap :

US: +19292056099,,88365644770# or +13017158592,,88365644770#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 929 205 6099 or +1 301 715 8592 or +1 312 626 6799 or +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799

Webinar ID: 883 6564 4770

International numbers available: <https://us02web.zoom.us/j/88365644770>

Members of the public with disabilities may utilize the Michigan Relay System (7-1-1) to participate in the meeting. If other aids or services are needed for individuals with disabilities please contact the Township Deputy Clerk, Padley Gallagher, at pgallagher@cascadetwp.com or 616-949-1500 at least 24 hours prior to the meeting

PUBLIC PARTICIPATION

Members of the public will be able to listen to and view all discussion by the Planning Commission and all official materials for this meeting prepared for the Planning Commission will be included in the meeting packet and available to the public on the Township website www.cascadetwp.com.

Individuals will be permitted to speak during public comment periods in accordance with the Township Remote Public Meeting Procedure Policy.

If you would like to contact the Township about any matter, on the agenda or otherwise, please do so via email at the addresses below a minimum of 8 hours prior to the meeting. If you wish comments to be read into the public record during the public comment period, you must indicate so and draft communication that can be read in the allotted 3-minute timeframe.

Clerk Sue Slater: sslater@cascadetwp.com

Manager Ben Swayze: bswayze@cascadetwp.com

Community Dev. Director: speterson@cascadetwp.com

AGENDA
Cascade Charter Township Planning Commission
Monday, June 8, 2020
7:00 P.M. via Online Zoom Meeting

- ARTICLE 1. Call the meeting to order
Record the attendance**
- ARTICLE 2. Pledge of Allegiance to the Flag**
- ARTICLE 3. Approve the current Agenda**
- ARTICLE 4. Approve the Minutes of the June 1, 2020 meeting**
- ARTICLE 5. Acknowledge visitors and those wishing to speak to non-agenda items.
(Comments are limited to five minutes per speaker.)**
- ARTICLE 6. Case #20-3583 Robinson Dental
Property Address: 5749 28th St SE
Requested Action: Consider recommendation to Township Board for P.U.D.
ordinance amendment.**
- ARTICLE 7. Any other business**
- ARTICLE 8. Adjournment**

Meeting format

1. **Staff Presentation** *Staff report and recommendation*
2. **Project presentation-** *Applicant presentation and explanation of project*
 - a. **PUBLIC HEARINGS**
 - i. **Open Public Hearing.** *Comments are limited to five minutes per speaker; exception may be granted by the chair for representative speakers and applicants*
 - ii. **Close public hearing**
3. **Commission discussion – May ask for clarification from applicant, staff or public**
4. **Commission decision - Options**
 - a. **Table the decision**
 - b. **Deny**
 - c. **Approve**
 - d. **Approve with conditions**
 - e. **Recommendation to Township Board**

MINUTES
Cascade Charter Township Planning Commission
Monday, June 1st, 2020
7PM Zoom Meeting

ARTICLE 1. Chairman Rissi called the Meeting to order at 7PM via online Zoom Meeting
Members Present: Rapin, Deering, Slater, Moxley, Johnson, Katsma, Noordyke
Members Absent: Krieter (late)
Others Present: Community Development Director Steve Peterson and Planner Brian Hilbrands

ARTICLE 2. Pledge of Allegiance

ARTICLE 3. Approve the current Agenda

Motion was made by Member Deering to approve the current Agenda. Supported by Member Katsma. Motion carried 8 to 0.

ARTICLE 4. Approve the Minutes of the May 18, 2020 Meeting

Motion was made by Member Katsma to approve the Minutes of the May 18, 2020 Meeting with the noted correction. Supported by Member Rapin. Motion carried 8 to 0.

Member Krieter joined the Meeting at this time.

ARTICLE 5. Acknowledge those wishing to speak to non-agenda items.

No one came forward.

**ARTICLE 6. Case #20-3583 Robinson Dental
Public Hearing**

Property Address: 5749 28th St SE

Requested Action: Requesting preliminary plan approval to amend the existing PUD to allow for the construction of a dental office.

Mr. Hilbrands stated that the lot is located on a private road off Kraft Ave, just north of 28th St. This is a commercial area, with residential use to the north. Mr. Hilbrands stated that in order to buffer the residential use to the north, the PUD ordinance includes a large setback requirement along the north property line. This lot has a 60-foot setback requirement, with trash receptacles and parking being moved out of that space to retain the buffer to the north. The buffer also includes landscaping as well as an existing privacy fence that was installed when the original PUD was created. Mr. Hilbrands stated that the Applicant will have to inspect and repair that fence. It is not included in the Staff Report, however Mr. Hilbrands states that it is not uncommon to include a landscape bond for

sites plans like this if the Planning Commission decides to require one. The bond for the landscaping proposed would be around \$7,000.

Mr. Hilbrands states that the Applicant meets Township lighting requirements, and stormwater will be held in an existing stormwater detention area that serves the entire PUD; this detention area has been reviewed by the Township Engineer. The Applicants does need to obtain permits from other agencies as stated in the Engineers letter in tonights packet, and will need to submit a stormwater maintenance agreement. The Township Fire Chief has reviewed this plan, and does not have concern or comment at this time.

There is a future building addition shown on the plan, and well as an 18-space parking lot. Mr. Hilbrands states there has been no time frame indication for these additions, and the PUD ordinance states that any future addition be reviewed and approved by the Planning Commission. The Applicant is asking for one exception to the ordinance. They are not meeting the buffer requirement between the parking lot and the east property line, which is a required 25 feet. Mr. Hilbrands states they are showing a 7-foot buffer, however there is enough room for plantings and landscaping. What they are requesting is consistent to what has been allowed on the site to the east.

With an approval of the preliminary plan tonight, a PUD amendment would be drafted and brought back to the Planning Commission for recommendation to the Township Board, who would then hold a public hearing before acting on it.

Mr. Hilbrands states that it is Staffs recommendation to approve the preliminary plan with the following conditions:

1. The Applicant complies with the Township Engineers letter dated May 19, 2020, with necessary permits being obtained before construction begins.
2. There is a stormwater maintenance agreement recorded.

Member Moxley asked for clarification of a drawn line on the plan, located west of the parking area between the detention pond and parking lot. Mr. Hilbrands replied that it is a ready rock retaining wall with a railing.

Member Rapin asked if it is Staffs recommendation that a landscape bond be included, or if Mr. Hilbrands was simply letting the Planning Commission know that it is an option to require one. Mr. Hilbrands replied that he is not recommending one be included, so it is just an available option.

Member Slater asked why the buildings in that area are all private access, and there is not a "27th" Street. Director Peterson stated that the Road Commission did not want a public road in that area, and that private access drives that resemble and act like roads typically have less problems than many individual parking lots.

Member Moxley stated that he is concerned about the volume of traffic at the entrance to the Applicants site, and Kraft Ave.

Chairman Rissi invited the Applicant to comment.

Mr. Jeff Brinks of Venture Engineering introduced himself, and stated that he is happy to answer any questions the Commission may have.

Chairman Rissi asked Mr. Brinks what the (tentative) timeline for this project is. Mr. Brinks replied that they would like to get the project started in 2020 if possible.

Member Johnson made a motion to open public hearing. Supported by Member Moxley. Motion carried 9 to 0.

No one came forward with a comment.

Member Johnson made a motion to close public hearing. Supported by Member Moxley. Motion carried 9 to 0.

Director Peterson added that there are multiple ways to enter and exit this development area, Kraft Ave is not the only access point.

Member Johnson stated that he believes this dental practice will be an asset to Cascade Township.

Member Slater made a motion to approve the preliminary plan approval with noted Staff recommendations. Supported by Member Deering. Motion carried 9 to 0.

ARTICLE 7. Case #20-3584 5784 Kraft Ave, LLC

Property Address: 5784 Kraft Ave

Requested Action: Site plan approval for a 97,000 square foot addition to the existing building.

Director Peterson stated that if approved tonight, this will be the final approval needed for the project. The existing building on this property was approved last year about this time, and is shown on the left-hand side of the site plan. The tenant will be shipping packaged food products, and will be taking up about 85,000 square feet of this proposed addition. Director Peterson stated that there is not direct frontage on Kraft Ave as there was a small private street developed to accommodate this property. Their stormwater system is on the neighboring property to the south, included in the easement created with the original project.

Director Peterson states that there is additional grading that needs to be done on the property to the south, along with moving the south property line to accommodate additional parking. These two things will need agreements from the south property owner. By acquiring these agreements, the Applicant will meet all requirements for setbacks and buffer yards. Director Peterson stated that the City of Grand Rapids does not have any extra requirements for utilities;

the Fire Department, Township Engineer, and Airport have all reviewed the plan with no additional comment.

Director Peterson states that Staff is recommending approval of the Applicants plan for a 97,000 square foot addition with the following conditions:

1. The Applicant gets the approval from the neighboring property owner for additional grading.
2. The Applicant applies for and receives approval to move the south property line.
3. Compliance with the Township Engineer.

Chairman Rissi invited the Applicant to comment.

Mr. Jack Barr with Nederveld Inc. commented that adjusting the property line to the south will be safer for traffic on site as it will separate car and truck traffic.

Chairman Rissi invited the public to comment.

No one came forward with a comment.

Member Katsma made a motion to approve the Applicants request along with the noted conditions in the Staff report. Supported by Member Noordyke. Motion carried 9 to 0.

ARTICLE 8. Any other business

ARTICLE 9. Adjournment

Motion was made by Member Johnson to adjourn. Supported by Member Deering. Motion carried 9 to 0. The Meeting was adjourned at 7:31 pm.

Respectfully Submitted,
Phil Johnson, Secretary

MEMORANDUM

To: Cascade Charter Township Planning Commission
From: Brian Hilbrands, Planner
Subject: 20-3583/Robinson Dental
Meeting Date: June 8, 2020

At the public hearing on June 1, 2020 the Planning Commission awarded preliminary approval of the site plan and instructed staff to write the PUD amendment for the project.

The PUD Ordinance has been reviewed by the applicant and addresses the approval from the June 1 meeting. I believe that the ordinance amendment accurately reflects your decision from the June 1 meeting. If you agree you should forward a positive recommendation to the Township Board for approval of the PUD amendment and site plan.

The Township Board will hold an additional public hearing to consider your recommendation.

Attachments: Proposed PUD Ordinance
Site Plan

**Cascade Charter Township
Ordinance # ___ of 2020**

An Ordinance to amend the

KRAFT STREET PARTNERS PLANNED UNIT DEVELOPMENT PROJECT

as follows:

Cascade Charter Township Ordains:

Section 1

Section IV – Purpose. Subsection 2 is to be deleted.

Section 2

Section VI – Permitted Uses. Subsection C is amended to read as follows:

C. PHASE 2

The development of Phase 2 is approved as shown on the site plan dated 4/28/20 and signed by the Township. Any proposed expansion beyond the original approved site plan shall require review and approval of the Township Planning Commission.

Section 3

This Ordinance shall become effective 30 days after publication in the Grand Rapids Press, a newspaper of general circulation within Cascade Charter Township

The following Ordinance was offered by Board Member _____, Supported by Board Member _____. The roll call vote being as follows:

YEAS:

NAYS:

ABSENT:

Susan Slater
Cascade Charter Township Clerk

CERTIFICATION

I certify the forgoing to be a true copy of an Ordinance adopted at a regular meeting of the Cascade Charter Township Board on the ____ Day of _____, 2020.

Susan Slater
Cascade Charter Township Clerk

DATE	REVISIONS
01/17/20	ISSUED FOR PERMITS REVIEW
01/20/20	REVISED PER TOWNSHIP REVIEW

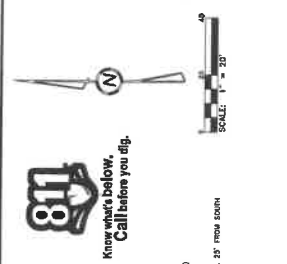
NOT FOR CONSTRUCTION

PROPOSED SITE IMPROVEMENTS FOR:
Robinson Dental
 SITE LAYOUT PLAN
 Crossed Church Township
 For: Architectural Concepts
 6650 Chestnut Drive SE
 Grand Rapids, MI 49508
 Phone: 616.954.1222
 Kaiti Campy
 55
 Midgarden

2510 Segwaka Dr SW
 Byron Center, MI 49315
 616-400-0729
 venturellc.com

VENTURE
 ENGINEERING, PLLC

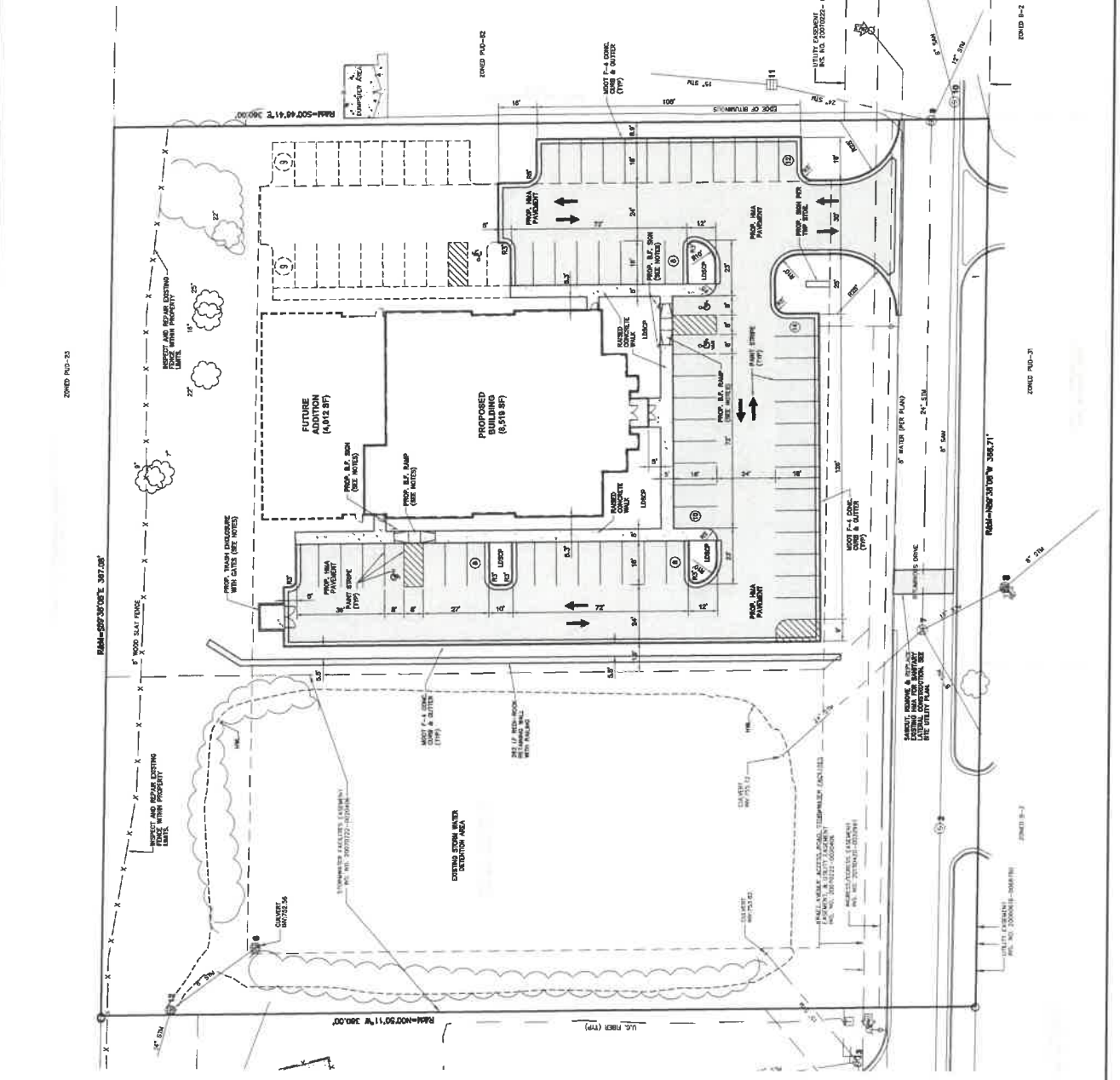
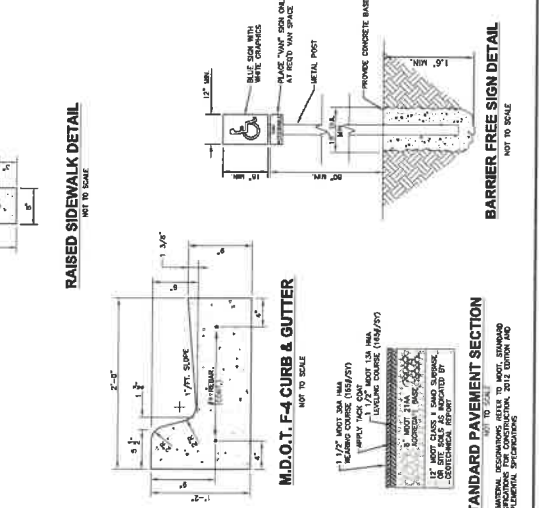
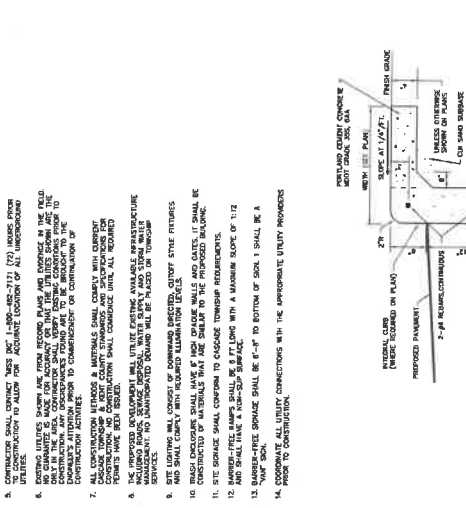
PROJECT #R: 19148
 SHEET #1: JAC
 CREATED BY: JMB
 DATE: 05/02/2020
 SHEET #R: C1



Know what's below. Call before you dig.

SITE NOTES

1. SITE AREA 132,000 SF (3.83 ACRES) (INCL. ROAD EXISTENCE)
2. CURRENT ZONING: PUD-82
3. SETBACKS REQUIREMENTS: 30' FROM N. PROPERTY LINE, 30' SIDE, 25' FROM SOUTH
4. PROPOSED IMPROVEMENTS:
5. 8,510 SF / 100' x 84' - JAC SPACES REQUIRED
6. 8,510 SF / 100' x 84' - JAC SPACES REQUIRED
7. CONSTRUCTION METHODS: 3 (E1)
8. CONSTRUCTION TO MAINTAIN THE EXISTING LOCATION OF ALL UNDERGROUND UTILITIES. CONSTRUCTION SHALL BE FROM RECORD PLANS AND SURVEYS AS THE BASIS FOR CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION AND DEPTH OF ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION AND DEPTH OF ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION AND DEPTH OF ALL UTILITIES.
9. THE PROPOSED DEVELOPMENT WILL UTILIZE EXISTING AVAILABLE INFRASTRUCTURE FROM THE SITE AND ADJACENT AREAS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION AND DEPTH OF ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION AND DEPTH OF ALL UTILITIES.
10. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING UTILITIES AND SERVICES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION AND DEPTH OF ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION AND DEPTH OF ALL UTILITIES.
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ALL UTILITIES SHOWN ARE BASED ON RECORD PLANS AND FIELD SURVEYS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION AND DEPTH OF ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION AND DEPTH OF ALL UTILITIES.