

## MINUTES

Cascade Charter Township Planning Commission  
Monday, June 2, 2008  
7:00 p.m.

- ARTICLE 1.** Chairman McDonald called the meeting to order at 7:00 p.m.  
Members Present: Koessel, Lewis, Logue, McDonald, Robinson, Waalkes  
Members Absent: None  
Others Present: Planning Director Peterson, Recording Secretary Hern, and Members of the Public.
- ARTICLE 2.** Chairman McDonald led the Pledge of Allegiance to the Flag.
- ARTICLE 3.** Chairman McDonald requested a motion for the approval of the June 2, 2008 agenda.
- Member Robinson motioned to approve the June 2<sup>nd</sup> Agenda as presented, supported by Member Lewis. All in favor with none opposed, the motion carried.**
- ARTICLE 4.** **Approve the Minutes of the April 21, 2008.**  
Chairman McDonald opened the meeting for revisions, corrections or a motion for approval of the April 21<sup>st</sup> minutes.
- Member Lewis motioned for approval of the April 21, 2008 minutes as presented, supported by Member Waalkes. All in favor with none opposed: April 21, 2008 Planning Commission Meeting Minutes were approved as presented.**
- ARTICLE 5.** **Approve the Minutes of May 5, 2008 Work Session Meeting (Ada Township/Cascade Township Planning Commissions)**  
Chairman McDonald opened the meeting for revisions, corrections or a motion for approval of the May 5<sup>th</sup> minutes.
- Member Logue asked that his name be correctly spelled in Article 2, Chairman McDonald requested the same correction to his name.
- Member Robinson motioned for approval of the May 5, 2008 minutes with corrections, supported by Member Logue. All in favor with none opposed. May 5, 2008 Minutes approved.**
- ARTICLE 6.** **Case # 08-2933: Consumers Credit Union**  
**Address of Property: 5595 28<sup>th</sup> Street SE**  
**Requested Action: Site Plan Review for a new bank**

Planning Director Peterson noted the Applicant is requesting Site Plan Review for the bank portion of the out-lot in front of Meijer. The retail center that is planned, as part of the P.U.D. addition is not proposed at this time.

The site plan for the bank is very similar to the one that the Planning Commission saw as part of the P.U.D. addition for Meijer. The biggest changes are that the bank is a bit smaller, the western landscape island is a little narrower and the bank has added a fourth drive thru lane. Traffic flow on the site is the same since last reviewed along with the landscaping.

Along with the bank building, the site work for the entire lot will be done at this time. Essentially, everything except for the retail building and the landscaping on the retail lot will be completed at this time.

The site has been reviewed and approved by the Township Engineer who has included a lengthy report. Kent County Drain Commission has also reviewed the plan and has indicated there is capacity in the storm water drain for this project and no storm water issues; their report is also included within the Commissioner's packets.

This project will require the installation of the sidewalk along Kraft Avenue. As a result of this project, the sidewalk along Kraft Ave. will extend from 28<sup>th</sup> Street to the MVP project to the north. The Developer will be completing this prior to the occupancy of the bank. Included within the Commissioner's packets is a copy of the sidewalk agreement.

A bond in the amount of \$5,000 should be provided for the landscaping proposed for this project.

The elevation plans for the site are consistent with the approved P.U.D. plans and the Applicant has submitted a photometric plan meeting the Township's requirements.

Staff recommends approval of the site plan with the following conditions:

1. Apply for and receive a soil erosion permit prior to site work.
2. Supply the Township with a landscape bond in the amount of \$5,000.
3. Complete the sidewalk along Kraft Avenue prior to occupancy of the bank.
4. Compliance with the Township Engineer's comments.

Member Lewis asked if the topcoat of the parking lot for the retail center would be done once the center is completed and Planning Director Peterson said that is correct. Member Lewis asked if the bank's topcoat would be completed when the bank is completed and Planning Director Peterson said yes.

Member Koessel asked if the number of parking spaces had changed and Planning Director Peterson said they have thirteen (13) parking spaces and meet the Township's parking requirements.

Member Koessel asked what the original size of the bank was and Planning Director Peterson said that the bank was originally 4,100-sf and is now 3,100-sf.

Steve Bosch representing the Applicant, RRD Holdings LLC, said he did not have any comments to add to Staff's report and was open to questions from the Planning Commission.

Member Koessel asked how many employees the bank will have and Mr. Bosch said five (5) to six (6) employees at most.

Member Koessel asked if the ATM is located in one of the drive thru lanes and Mr. Bosch said it is located in the fourth, outermost lane and is solely designated for the ATM. The third lane will primarily be used as a teller lane but will also be able to accommodate an ATM if the bank should install one in the future.

Member Koessel expressed concern for the number of parking spaces for employees and customers. Mr. Bosch noted there is a parking agreement that bank employees will be able to park north of the bank.

Member Waalkes expressed concern for the vehicle turning ability for the cars exiting the drive thru and being able to negotiate a successful right turn to exit the bank. He suggested the applicant have a design analysis done and the Applicant said they are already reviewing the corner to allow for the turn.

Chairman McDonald asked if the developer has begun leasing the retail and Mr. Bosch said they have approximately 50% of the building leased and hope to begin the project within the next couple of months.

Member Logue noted that Member Koessel had raised a good point regarding parking and questioned if the bank has enough parking for employees and customers. Mr. Bosch said they have reached a cross parking agreement with Paragon Developers for

Chairman McDonald noted that the Planning Commission currently has three (3) open seats and asked if the Township is planning to fill the vacancies. Planning Director Peterson said the Supervisor will be working on the vacancies in June. The Township has received a good list of potential candidates.

**ARTICLE 8.**

**Adjournment**

Chairman McDonald requested a motion for adjournment.

**Member Waalkes supported by Member Robinson moved to adjourn. The motion carried and the meeting was adjourned at 7:47 p.m.**

Respectfully submitted,

Jack Lewis, Secretary

Lisa Hern, Recording Secretary

employee parking. Planning Director Peterson also noted that the Township's requirements for a building of this size is ten (10) parking spaces, the applicant is in compliance.

Chairman McDonald asked if there are any open issues with the Township Engineer that could detain this project and Planning Director Peterson said the Township Engineer is primarily seeking technical data and some labeling.

**Member Lewis motioned for approval of the Site Plan presented for the address of property at 5595 28<sup>th</sup> Street SE with the following conditions:**

- 1) Apply for and receive a soil erosion permit prior to site work.**
- 2) Supply the Township with a landscape bond in the amount of \$5,000.**
- 3) Complete the sidewalk along Kraft Avenue prior to bank occupancy.**
- 4) Compliance with the Township Engineer's comments.**

**Member Robinson supported the motion. All in favor with none opposed. Motion carried.**

#### **ARTICLE 7.**

##### **Any Other Business**

Chairman McDonald opened the meeting for any other business.

Planning Director Peterson distributed hard copies to the Planning Commission with the Envisioning and Focus Group reports. He noted that the groups will break during the summer months and reconvene in September. The last meeting of the month is scheduled for the last Thursday in June.

Member Logue noted the manhole covers on Burton near Linda seem low. Planning Director Peterson will look into the issue.

Member Lewis noted that Fox Motors has a tent on 28<sup>th</sup> Street and asked if they came into the Township for special approval. Planning Director Peterson said they have not and will address the issue with the dealership.

Member Koessel also noted that vehicles being used as signs seem to be becoming a larger issue, referring to the large truck in front of Bigby's. Planning Director Peterson said he did call the coffee shop and they have a new owner, Staff has explained the Township's ordinance to the new owner.

Chairman McDonald asked if the property located on Laraway Lake off of Cascade Road could be cleaned up and Staff will look into it.