

## MINUTES

Cascade Charter Township Planning Commission  
Monday, March 3, 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, Richards, Robinson, Waalkes  
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 March 3, 2008 agenda.

**Member Robinson motioned to approve the March 3<sup>rd</sup> Agenda as presented, supported by Member Richards. All in favor with none opposed, the motion carried.**

**ARTICLE 4. Approve the Minutes of the February 19, 2008.**

Chairman McDonald opened the meeting for revisions, corrections or a motion for approval of the February 19<sup>th</sup> minutes.

Member Logue requested the following corrections to the February 19<sup>th</sup> Minutes:

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3<sup>rd</sup> Paragraph / 1<sup>st</sup> sentence correct to read: "Member Logue asked for a copy of the Applicant's survey..."

4<sup>th</sup> Paragraph / 1<sup>st</sup> sentence should read: "Member Logue asked Mr. Dionne where he measured his right-of-way line from and what if the road paving does not fall exactly in the middle of the right-of-way."

5<sup>th</sup> Paragraph / 1<sup>st</sup> sentence correct to read: "Member Logue asked again about the right-of-way measurements ..."

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2<sup>nd</sup> Paragraph / 1<sup>st</sup> sentence to read: "Member Logue asked Planning Director Peterson if the KCRC were ..."

**Member Koessel motioned for approval of the February 19, 2008 minutes as corrected, supported by Member Waalkes. All in favor with none opposed: February 19, 2008 Planning Commission Meeting Minutes were approved as corrected.**

**ARTICLE 5.**

**Case # 07-2916: Rick Brunson**

**Address of Property: 7293 Thorncrest Drive**

**(PUBLIC HEARING)**

**Requested Action:** The Applicant is requesting a Special Use Permit to construct a fence 8-feet high in the rear and side yards.

Chairman McDonald asked if the Applicant or a representative on behalf of the Applicant were present tonight. The Applicant was not present.

Chairman McDonald asked the Public Members in attendance if they were here for this case. There were no members from the public present for this case.

Chairman McDonald stated that the applicant and neighbor have requested to hold off on this case until June.

Planning Director Peterson noted that this case is slated for Public Hearing and suggested the Planning Commission table the Public Hearing so when the case is brought back in June, the Public Hearing is still open.

Chairman McDonald asked Staff if any letters or phone calls were received regarding the case and Planning Director Peterson said one letter was received that is included within the Commissions' packets.

Chairman McDonald requested a motion to open the Public Hearing. **Member Lewis motioned to open the Public Hearing supported by Member Logue.**

Chairman McDonald formally invited any members of the public to present their comments to the Planning Commission. There were no public attendees for this case.

**Member Lewis motioned to table, all in favor with none opposed.**

**ARTICLE 6.**

**Case # 08-2921: Cascade Fellowship CRC**

**Address of Property: 6655 Cascade Road**

**(PUBLIC HEARING)**

**Requested Action:** The Applicant is requesting a Special Use Permit to construct an accessory building larger than 832-sf.

This request is for a 1,536-sf accessory building located to the rear of the site. The proposed building does meet the Township's setback requirements of 25-feet from the Applicant's east property line, the rear.

The building is approximately 13 ½-feet tall to the midpoint and 14-feet is the Township's maximum for these types of setbacks.

The building is on approximately 8.5 acres. This size building would not be inconsistent with other parcels of similar size. In addition to the church, there is also a home on the property.

The property does slope from north to south and down the hill. The building is almost at the bottom of the hill and would not appear as a large building from the surrounding properties.

Staff did have one member from the public come into the Township Offices asking about the project. Staff did not receive any other comments from the public.

Staff recommends approval of the accessory building request.

Member Lewis asked if there is a picture of the building available and Planning Director Peterson referred to the pictures within the Commissions' packets. Planning Director Peterson said the building would have asphalt shingles with siding to match the church.

Member Lewis noted that the church is brick on the outside but according to the drawings, the building is not and does not match the church. Chairman McDonald believes some of the Church has siding in the rear.

There were no other questions of Staff and Chairman McDonald invited the Applicant to add any comments.

Applicant Michael Ozer from Cascade Fellowship said that the building would be used for storage of materials and equipment.

Member Lewis asked about the siding of the accessory building. Jeff Visser, Architect, said the church does have some vinyl siding and is not all brick.

Chairman McDonald noted the one (1) light on the building and asked if this is the only light on the building. Applicant Ozer said that is correct. Chairman McDonald asked if the light would be on a timer and the Applicant said they do not have it planned to be on a timer but could do that if requested.

Member Koessel noted the plan shows the lighting to be downcast. He referred back to the Applicant's comment regarding a youth group using the building and the Applicant clarified the building would be used for activities such as woodworking. Member Koessel asked if the building would be heated and have water and sewer. The Applicant said the building would not.

Chairman McDonald asked if Staff received any letters or phone calls from the public regarding this project. Planning Director Peterson said Staff only had the one visitor who inquired about the building at the Township Offices.

**Member Lewis motioned to open the Public Hearing, supported by Member Robinson. All in favor with none opposed. The Public Hearing for Case # 08-2921: Cascade Fellowship CRC was opened.**

Eric Gatchalian of 6729 Cascade Road said he had spoken with one of the parishioners who had mentioned that the retention pond might have a capacity issue and he wants to know if this building would have impact on the retention pond? The parishioner also mentioned that the Church might be drilling into the retention pond and he would like to know what is being planned.

Cascade Fellowship's representative said the retention pond's capacity base was reviewed when the parking lot was built. There is access capacity that was created in the pond when the lot was constructed and the building would create an extra 1200-s.f. runoff from the building's roof and this will not be a problem for the retention pond. They are also not planning to do any drilling in the retention pond.

Richard Schaafsma of 2471 Burton Woods owns the property behind where the structure will be, asked the Applicant to put a timer on the exterior light.

Wayne Meulendyk of 2468 Burton Woods Court said he is approximately one lot away from the building. Mr. Meulendyk said that he acknowledges that sometime buildings are constructed for one purpose and then the building ends up being utilized for another purpose. He would hate for this accessory building to turn into a youth center that is heated and have utilities. This would not be a good location for such a building as it is close to the neighbors and he is concerned about noise.

Chairman McDonald noted that the Special Use Permit is for a specific purpose and that is for storage of equipment and materials,

it cannot be changed into a youth center or daycare or anything else without coming before the Planning Commission.

Melissa Engel asked if the Applicant would be excavating into the berm that is in the rear and the Applicant said they would dig 5-10 feet into the berm but nothing more. Ms. Engel asked if the Applicant would be planting any trees to block the view of the building from the neighbors and the Applicant said they would be willing to plant pine trees along the east side of the building.

Jim Johnson of 6718 Burton asked if more lights would be added to the building. The Applicant said they are only planning on the one light shown on the plan and no additional lighting would be added.

**Member Lewis motioned to close the Public Hearing supported by Member Koessel. All in favor with none opposed. The Public Hearing for Case # 08-2921: Cascade Fellowship CRC was closed.**

**Member Lewis motioned to approve the request for a Special Use Permit be granted to construct an accessory building at 6655 Cascade Road with the following conditions:**

- 1) The light on the building be put on a timer to turn off at 11 p.m.**
- 2) Pine trees are planted on the east side of the building to shield it from the neighbors.**

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

#### **ARTICLE 8.**

**Case # 08-2919: Oak Park/John Halland**

**Address of Property:** 6803 & 6805 Burton Street

**Requested Action:** The Applicant is requesting to rezone approximately 80-acres to P.U.D. to allow for a Site Condominium development.

Chairman McDonald noted that this case is not slated for Public Hearing but the Planning Commission may allow a few public comments after hearing from Staff and the Applicant.

Planning Director Peterson referred to the picture of the property that his known as the Tassell Estate. Planning Director Peterson showed the 80-acre parcel for the proposed development and the 15-acre parcel that contains a home. The 15-acre parcel is not included in this project's proposal.

Planning Director Peterson said this is a Basic Plan Review and the developer is looking for our feedback on items that will need to be addressed before proceeding.

The plan shows approximately 80-acres for a Site Condominium Planned Unit Development (P.U.D.) called Oak Park. The plans show 97 single-family homes and the Applicant's write-up noted 103 homes. At this time, the Developer has not provided enough information to even calculate the buildable portion of the site; this will be needed to determine the number of homes allowed.

Though this project does not include the 15-acre home site, the Developer has indicated that he would like to purchase that property and perhaps develop the 15-acres as Phase II of this project.

The property is zoned R1, single-family residential as is much of the surrounding property. Planning Director Peterson also noted the residential P.U.D.'s in and around this project.

The Developer proposes to connect to the public sewer and water but will need to get approval from the City of Grand Rapids as well as the MDEQ. Staff is concerned with how the extension of these utilities may disrupt the neighborhoods.

The Developer is also proposing to use the 50% open space with a minimum of 14,500-sf per lot. This is allowed provided the entire project has public sewer and water. The open space that is being provided is mainly located in the middle of the project. The open space does also provide for some of the storm water system for the project.

The development will be utilizing private streets and the Developer will need to comply with the Township's Private Street Ordinance.

Planning Director Peterson said the Developer proposes to connect to both Burton Street and Windcrest Street for this project. The plans indicates a gated access to Windcrest for emergency vehicles only. Any gate will need approval from the Cascade Fire Department.

There are traffic flow issues listed in Staff's report. A traffic study should be provided. Staff suggests that because of the current design all the traffic from the site would be using Burton Street. Staff suggests that the traffic study include an analysis of traffic open to both Windcrest and Burton, as well as how the developer has proposed, and one with access for only those in the

development off from Windcrest. The study should include analysis of the following locations:

- Cascade/Burton
- Cascade and Thornapple River Dr.
- Thornapple River Dr. and Laraway Lake
- Cascade and Laraway Lake.
- Thornapple River Dr and Windcrest

The study should also consider the development of Phase II. Staff suggests that the Township contract a consultant for this project, with the Developer paying the Township through the escrow policy.

Staff also suggests a plan showing the total impact to Burton Street in order for residents to understand what the development will look like and show the cross-sections at Burton, Cascade Farms and Windcrest.

The Kent County Road Commission (KCRC) indicated some concern of access to Windcrest because of the Thornapple River Drive and Windcrest intersection.

The Township Engineer will need to approve the storm water plan prior to Public Hearing. As done with other subdivisions, the Developer will have to enter into an agreement for maintenance of the storm water system.

The Applicant has not indicated the location of any light poles or street trees in the development. The Township's Subdivision Ordinance requires both in every subdivision.

The Developer has indicated he would like to connect a pedestrian path on Burton to Cascade Rd on the North side of Burton. This will also need to be shown on the Burton Street plans. The Developer has also indicated plans for a sidewalk within the development; this will also need to be shown on the site plans.

The Township should also discuss this plan with the sewer and water advisory committee to see how to handle the infrastructure improvements for the offsite improvements.

Given the current housing market, Staff wanted to note that the Township could require an economic feasibility study. Staff suggests that the Developer provide a report on his finances for the needed public improvements to ensure that he has the resources and a plan to address these off-site improvements.

Staff recommends that prior to proceeding to the Preliminary Development Plan Review (Public Hearing) that the Applicant submits the thirteen (13) items listed in Staff's report and hold another Review Session.

Chairman McDonald added the condition:

14) That the DEQ conduct their survey of the property for wetlands.

Chairman McDonald invited the Applicant to add his comments to Staff's report.

Applicant Holland apologized for the typo regarding number of lots, the development will have 97-lots, not 103.

He met with the residents on River Wood Lane regarding access and they will not allow him to do so as it is a private street. He has now developed taking the main road and looping it towards the back, eliminating the cul-d-sac. This would eliminate connecting to River Wood Lane and the emergency road and leave the northeast corner of the property as open space.

Chairman McDonald asked if the road were looped around, would the number of homes decrease in the development. Applicant Holland said they would reconfigure the retention pond and reconfigure the lots but still plan on 97-homes.

Applicant Holland said this is his biggest concern regarding the project and is asking for the Commissions' feedback, as he would like to move further with the development.

Planning Director Peterson noted that the Township's position is that the Developer needs to meet the private street ordinance and he has been advised as to how many units are allowed on a dead-end street. If the Developer chooses to eliminate the dead-end street and loop the road around and connect, that would be acceptable. Staff has suggested the Applicant reconfigure the site plan meeting the Township's requirements.

Applicant Halland said he is proposing the loop around and will have the plans drawn accordingly, eliminating the cul-d-sac, access road and connection into River Wood Lane.

Member Koessel asked if the Applicant was proposing just one ingress and egress off of Burton and Applicant Halland clarified there is still a connection at Windcrest that will be gated. He spoke with the Fire Chief regarding the gate and he has indicated it needs to be fully operable and maintained.



Chairman McDonald asked Applicant Halland if he owned the property yet and Applicant Halland said he does not. Chairman McDonald noted that the Applicant's report indicates there is a purchase agreement and the Applicant needs the development's plans approved in order to finalize the agreement and the Applicant said that is correct.

Applicant Halland said the site will have two ways to get in and out of the development and they will remove the cul-d-sac to the north and submit detailed plans.

Member Logue noted that Cascade Farms butts the property and asked if he has thought of connecting to that. Applicant Halland said it does not connect as the right-of-way does not abut his property and stops short approximately 20-feet of the right-of-way. Member Logue asked if he has spoken with any of the neighbors to see if he could connect and he did not speak with the neighbors to see if he could connect to the private street.

Planning Director Peterson suggested that the Applicant meet with these neighbors since it appears public watermain may need to be looped through this area as well. Applicant Halland said that the utility work would be done within the public right-of-way. Planning Director Peterson has indicated to the Applicant that he should go speak with the neighbors regarding the development but he has not done so. Applicant Halland said that if Staff believes it is beneficial to speak with the Cascade Farms residents then he would. Planning Director Peterson said it would be beneficial for the Applicant to speak with all the neighbors surrounding the area.

Applicant Halland said that he did not indicate streetlights in the development because he would like the Commissions' feedback regarding each house being required to install a yard light in each front yard instead of a traditional streetlight. What he has experienced in his other developments is that no one wants to be near a streetlight. The lights tend to be very bright and cause glare. In Anderson Woods he required the yard lights that disburse the light more evenly. He asked the Commission if they would consider the yard lights instead.

Planning Director Peterson believes the Township has allowed for the yard lights in lieu of the streetlights in the past and said the Developer would need to pay for the yard lights instead of each individual homeowner. If the Developer does propose the yard lights, this item would also need to be included in the finance plan for the development.

Member Waalkes asked if the yard lights all turn on at the same time or if they are individually controlled and Applicant Halland said they are all activated with a photo-eye and not individually controlled.

Applicant Halland asked what the Township would like included in the finance plan. Planning Director Peterson said that he would like to see the financial backing for the project, the bid specifications for the project along with a timeline for construction.

Member Koessel noted that the Township would control any installation of water and sewer if the project goes. The Applicant will be asked for a letter of credit.

Member Koessel asked the Applicant that considering the absorption rate of the current housing market, what is the average sales price of the units going in the development?

Applicant Halland said that high-quality homes would be built in two (2) phases, half at one time then the other half. The development will be similar to West Village regarding price range (\$400,000 to \$550,000) and architecture. Currently the market in Forest Hills is doing very well if the development does not have any issues such as being in the airport flight path, etc.

Member Koessel asked about the issue of water run off and School House Creek. Applicant Halland said this would be addressed in the project's storm water management plan.

Applicant Halland also said that a wetland assessment has been done. At the time, of the assessment, the contractor did not have a map big enough to scale to see if the wetlands were within 500-feet of a creek or stream. If they're not within 500-feet of a creek or stream then the wetlands are not regulated and these are not. Applicant Halland said he is not sure if the DEQ still needs to survey the property. Planning Director Peterson said the Township would need something from the DEQ.

Applicant Halland said he would update the site plans and continue to work with the Fire Chief regarding Windcrest and the gate.

Member Lewis recalls Mr. Tassell offering to pave that portion of Burton and the residents were against paving it. Member Lewis said that at the time, the people did not want the road paved so it was not paved. This project states the road will be paved to service the 97-homes. Planning Director Peterson said that what the residents were opposed to was the design of the road by the road commission, as a result, Mr. Tassell withdrew it and improved the

cul-d-sac at Windcrest. Member Lewis is correct that this project would trigger the paving of Burton Street. Member Lewis asked who would be paying for the paving and Planning Director Peterson said the Developer.

Chairman McDonald asked if the suggestion of a bike path is mandatory and Planning Director Peterson said the Developer is trying to do it as an amenity. As done in past project reviews, extensions to the bike path and sidewalk system are done on a case-by-case review. The connection in this project is a short connection.

Chairman McDonald asked the Applicant if he has a copy of the items listed in Staff's report that need to be addressed prior to coming back before the Planning Commission and Applicant Halland said he does.

Chairman McDonald asked the Applicant how long he believes it will take him to complete the development and Applicant Halland said approximately four (4) years from start to finish, two (2) years for each phase.

Member Logue asked the Applicant if he knows the route the sewer line would take and Applicant Halland said it would go down Burton to the lift station.

Member Lewis said he is in favor of the Planning Director's suggestion in holding another Preliminary Review Session with the Applicant prior to moving to Public Hearing. Member Lewis said the more items Applicant Halland can address at the next meeting would be helpful along with a detailed site plan. Chairman McDonald suggested the Applicant include the yard lights he mentioned at tonight's meeting.

Applicant Halland asked if the traffic would be completed prior to the Public Hearing and Planning Director Peterson said it would.

Chairman McDonald noted to the members of the public that this meeting is a Basic Plan Review; the Planning Commission is not approving anything at this time. The Applicant is just introducing this project and we are trying to give him some feedback in order to proceed with the development and what would be the best way.

Chairman McDonald noted there were quite a few public members present and asked the Planning Commission if they would like to hear suggestions from the public. The Planning Commission was in favor.

Chairman McDonald opened the meeting for the public's suggestions.

David Hopp of 6760 Burton asked if there is currently water/sewer on Windcrest said there is sewer on Windcrest and the road is paved. Mr. Hopp asked why the entrance into the development cannot be on Windcrest. Mr. Halland said there is a steep grade on Windcrest and there is no traffic light.

Mr. Hopp asked if the bike path would connect to Thornapple River Drive and the Applicant indicated the bike path would go down Burton to Cascade Road.

Mr. Hopp asked if there would be a water flow study done to see if the runoff would affect the houses to the south and Applicant Halland said one would be conducted.

Mr. Hopp asked if he would be forced to hook up to the public utilities and Planning Director Peterson said that the Township does not require residents to hook up to utilities unless there is a connection within 300-feet of the home and the system fails.

Mr. Hopp asked if there would be a disruption in their water service and Mr. Halland said that this project would not require dewatering.

Jim Johnson of 6718 Burton asked when Burton would be paved and Planning Director Peterson said it would most likely happen when the developer is building the project. It will have to be approved by the KCRC.

Julie Johnson of 6718 Burton asked why the property is being rezoned and Planning Director Peterson said that it is being requested for P.U.D. rezoning but the property could remain as R1. It is an advantage to the neighbors if the property is rezoned P.U.D. as it would require the Public Hearings, but the development could be done without a rezoning.

Rich Schaafsma of 2471 Burton Woods asked if more lights would be installed on Burton Street and Planning Director Peterson stated that the KCRC has not indicated this would need to be done.

Mr. Johnson asked what the purpose is of having access on Windcrest and Chairman McDonald noted that the access is for emergency vehicles only and the Township requires two (2) entrances into a development. Member Koessel noted that the Planning Commission would review the traffic study that will be

conducted to determine the best entrances/exits into the development.

Chairman McDonald thanked the public members for their comments and Applicant Halland said he would answer more questions after the meeting.

**ARTICLE 8. Any Other Business**

Chairman McDonald opened the meeting for any other business.

Planning Director Peterson said he has spoken with Ada Township's Planner regarding a joint meeting between the two (2) Planning Commissions. They have been discussing joint issues. The two possible meeting dates are April 22<sup>nd</sup> or April 29<sup>th</sup> at 4:00 p.m. The Planning Commission also suggested holding the meeting the first Monday in May at 5:30 p.m. or 6:00 p.m. Planning Director Peterson will notify the Commission when they have worked out a date/time.

Member Robinson asked if copies of the Annual Report would be distributed and Planning Director Peterson said he would distribute the reports.

**ARTICLE 9. 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 8:32 p.m.**

Respectfully submitted,

Jack Lewis, Secretary

Lisa Hern, Recording Secretary