

## MINUTES

Cascade Charter Township Planning Commission  
Monday, November 16, 2015  
7:00 P.M.

**ARTICLE 1.** Chairman Pennington called the meeting to order at 7:00 PM.  
Members Present: Katsma, Lewis, Mead, Pennington, Rissi, Robinson, Waalkes, Williams  
Members Absent: Sperla (Excused)  
Others Present: Community Development Director, Steve Peterson, and others listed on the sign in sheet.

**ARTICLE 2. Pledge of Allegiance to the flag.**

**ARTICLE 3. Approve the current Agenda.**

**Motion by Member Mead to approve the Agenda. Support by Member Rissi. Motion carried 8-0.**

**ARTICLE 4. Approve the Minutes of the November 02, 2015 meeting.**

**Motion by Member Lewis to approve the minutes of the November 02, 2015 meeting as written. Support by Member Rissi. Motion carried 8-0.**

**ARTICLE 5. Acknowledge visitors and those wishing to speak to non-agenda items (Comments are limited to five minutes per speaker.)**

No one wished to speak on non-agenda items.

**ARTICLE 6. Case #15-3279 Anchor Properties**

**Property Address: 5121 & 5161 28<sup>th</sup> Street**

**Requested Action: The Applicant is requesting site plan approval for a 790 sq. ft. addition to the rear of the building.**

Director Peterson presented the case. This site was most recently a mattress store and prior to that it was Perkins restaurant. This is on the north side of 28<sup>th</sup> Street and just west of the highway. The addition is to square off the building. One of the setbacks is less than 50' and they did receive a variance for that. In addition to the change of use on the non-conforming site, there are other non-conformities with buffer yards around the perimeter of the site and building setbacks along the west and north property lines. The Zoning Board of Appeals has approved variances. They have improved the site plan by increasing the green scape and reducing some of the parking area. The parking calculations show they have 74 parking spaces and they need 68. They meet our parking requirements. They are turning the site into a restaurant that will be both a

Coney Island and a Pizza establishment. They will be two separate facilities. This expansion is over 5% so it must come before the Planning Commission.

The conditions that I am requesting for approval are the following:

- The agreement to share the directional sign
- Assurance that the service drive will remain open.
- Landscaping Bond of \$5,000.
- Storm Water Maintenance Agreement.

Member Lewis asked if there had been any car counts on the service road. Director Peterson stated that car counts have not been done at this site. This is why we are requiring the road to remain open. The other businesses have easements to use this service drive.

Member Williams asked if the drive behind is set for parking spaces. Director Peterson stated that there is still room for two-way traffic.

**Chairman Pennington asked the Applicant to come forward with any comments.**

Todd Stuve, Exxcel Engineering, came forward on behalf of the Applicant. Basically the whole sight is getting a face-lift and renovation from the building to the parking lot. We are making some significant improvements to the aesthetics of the building and the functionality of the parking lot. Most notably the changes to the front of the building. The issue of the access easement with the service drive and McDonalds, there is a reciprocal easement in place that covers the legalities of the access points. The parking along the north is for employee parking. We have added .1 acres of greenspace. There will be a doorway on the east and north of the building for one tenant and access doors on the south side for the additional tenant.

Chairman Pennington asked about the outdoor seating. The Applicant stated that there could be seasonal outdoor seating.

Member Lewis stated for clarification there would be a Coney Island restaurant on one side and a Pizza restaurant on the other side. Will they be stand alone? The Applicant stated that the restaurants will be stand alone with the Coney Island on the east side and the Pizza Restaurant to the west. We have reviews and approvals from the Fire Dept., the Township Engineer and the Kent County Drain Commission. There is significant county drain through the sight which required their approval. The conditions that were set by the Zoning Board and the recommendations by Director Peterson have been agreed upon as well.

**Member Rissi made a motion for Case 15:3279 to make a favorable recommendation or approval of the site plan with the following conditions:**

- **Submit a Landscaping Bond of \$5,000;**
- **The access drive is to remain open**
- **Allow for Drury Hotels to share directional sign**
- **Sign and record the Storm Water Maintenance Agreement.**

**Support by Member Waalkes. Motion carried 8-0.**

**ARTICLE 7. Case #15-3282 Thornapple Pointe**

**Property Address: 7280 48<sup>th</sup> Street SE**

**Requested Action: The Applicant is requesting tentative preliminary approval of a new platd subdivision for 21 single family detached homes.**

Director Peterson presented the case. This is important as this part of the procedure does grant the developer some rights. The process is tentative preliminary as we will make a recommendation to the Township Board and the Board will hold a meeting and then it will come back to the Planning Commission for further approvals for preliminary Plat approval. This is on 48<sup>th</sup> Street on the south side of the road just east of M-6 across from Thornapple Point Golf Course. There are 21 lots on public roads. Because these are public roads, the Road Commission allows more homes on a dead-end road than we do. We allow 19 homes on a dead-end street, and the Road Commission allows up to 75. Our Subdivision Ordinance allows for several different types of subdivision. They are choosing the 25% Open Space subdivision. We calculate density by removing all unusable land such as roads, steep slopes, etc. and then do the density calculations as to how many lots you are allowed. They are meeting our regulations and are not asking for any variances or exceptions. This area is zoned R-1, Master Plan Suburban Residential. This is our typical residential zoning. This area does not have utilities and will have private well and septic. While it is close to the river, it will not have access to the river. There are no Capital Improvement projects as a result of this project. The 25% Open Space Subdivision comes with a minimum of 40,000 sq. ft. lots. The lots range from 40,000 sq. ft. to 56,000 sq. ft. so their plan meets our lot size requirements and density. They will have to provide more information from the Road Commission and the Health Department for the next step of the process. We would ask them to enter into an agreement that if/when utilities are available that they would be a yes vote for a special assessment district for those utilities. Residential subdivisions must have a statement within their private deed restrictions with a recognition of the airport and the noise that is associated with it. The Plat procedure approval process would grant them one year approval of the layout of this subdivision if the Township Board were to approve your recommendation. I am recommending approval of their tentative preliminary Plat to the Township Board with five conditions:

- They meet the rest of the requirements for the final preliminary Plat approval.
- We will need a copy of the Private Deed Restriction Agreement that includes the airport recognition statement.

- We will need the Special Assessment Agreement.
- We do require subdivisions to have street lights and street trees and we will need a plan to show this will be completed.
- We also will need a block grading plan which shows that they put thought into how the lots will drain.

Member Mead asked if the subdivision developed with the end of the public roads with a stubbed out lot reserved for future road purposes. Are these actually going to the property line? Director Peterson stated that the right of way is stubbed out to the property line. The Road Commission may require some sort of temporary cul-de-sac. What we prohibit is for people to stop short of the property line and have a reserve strip that would not give access to the property line so you will not have a problem later on if someone else wants to connect. Member Mead wondered if since this is a Subdivision vs Site Condominium, is there a requirement for an Association Board with regard to the open space? Director Peterson replied that the township would not require that. The open space would traditionally stay with the developer or another entity. Our intention for the open space is that would not be developed or used for anything.

Member Williams asks who pays the taxes on the open space. Director Peterson states that there are no taxes because there is no value the property. Discussion continues, the result being that the township will ask the applicant to supply them with ownership to the open space area.

Member Rissi asks that on the west side, where they have the stub that ends at the lot line, wouldn't we require a cul-de-sac. Director Peterson states that it is a public road so it is the Road Commissions call.

**Chairman Pennington asks if the applicant come forward with any comments.**

Dave Hanco, Veenstra and Assoc. as far as the ownership of the open space, because this is a Plat, it gets recorded at the State and goes through a stringent review by the State. As far as the ownership of the property, we are open to look at different ways to do it, but will have it nailed down by the end of the project, it will probably be an Association. As far as the detention pond, we will be setting up a drainage district which will allow for the maintenance of the detention pond, set up through the Drain Commission. We have been talking to M-Dot regarding the property they own to the west. Sometimes with those extra pieces of property they are willing to sell, which is why we have it stubbed to the end of the property. If they are not willing to sell and they want to maintain that, then we would put in a permanent cul-de-sac. And the Road Commission would require us to put a temporary cul-de-sac on each one so they can turn the snowplows around. Member Mead asked if they ran perk tests. Mr. Hanco states that soil borings were taken across the property and were submitted to the Health

Department for their approval. Member Mead wants to know if, on the proposed lots, are there any wetlands or is it limited just to the open space. Mr. Hanco replies that they haven't done an official evaluation of the wetlands, but have used the wetland maps online with the DEQ. Usually those maps are very conservative and we don't see an issue with that. Member Waalkes curious about the contours for the water drainage. Mr. Hanco states that the detention pond is in the lowest contour area and the proposed street is along the ridge. Member Mead states that the contour has a 4 Ft. increase elevation noting that it will not flow uphill. Mr. Hanco says if it is a wetland area we will not do anything with it. If it is not, then we will do extensive excavation to the detention pond, use that to fill in low areas in the road. It is a lower outlet that's why we placed it in that area. Member Mead is concerned that the water will flow right on to the neighboring property and drain the pond. Director Peterson's answer is that we are approving a lot layout plan, they will have to have the drainage worked out by the time it comes back to the Planning Commission, and so we are not reviewing the detailed drainage plan yet. Mr. Hanco has gotten approval from the drain commission.

**Member Waalkes made a motion to forward a positive recommendation to the Township Board for Case 15:3282 for tentative preliminary approval of a new platd subdivision for 21 single family detached homes with the five conditions as stated:**

- **They meet the rest of the requirements for the final preliminary Plat approval.**
- **We will need a copy of the Private Deed Restriction Agreement that includes the airport recognition statement.**
- **We will need the Special Assessment Agreement.**
- **We do require subdivisions to have street lights and street trees and we will need a plan to show this will be completed.**
- **We also will need a block grading plan which shows that they put thought into how the lots will drain.**

**Support by Member Robinson. Motion carried 8-0.**

#### **ARTICLE 8. Kent County Road Commission Five-Year Road Improvement Plan**

Director Peterson presented the plan. The plan is put together by the Kent County Road Commission with input from Cascade Township. Discussion followed regarding the upgrades that were presented.

#### **ARTICLE 9. Resolution of Support to Adopt the Cascade Charter Township Capital Improvement Plan 2016-2021**

Ben Swayze, Township Manager presented. The Township Capital Improvement Plan is a great planning tool for the Township. The Plan is a projection of capital

expenditures for the next six years. In order for the Staff to recommend something to the Capital Improvement Plan it has to be consistent with one of three items: the Township Master Plan, be a part of a State or Federal Requirement or a Township approved policy. To be included it has to be a minimum of \$5,000 which is a change from our previous minimum of \$10,000 which was changed on the advice of our Auditors. We have a six step process:

1. Staff Department Heads submit proposals
2. CIP Review Committee Assessment
3. Infrastructure Committee
4. Develop a 6 year Capital Improvement Program and first year budget
5. Planning Commission for Review and Adoption
6. Township Board for Final Review and Adoption.

Each project has an assessment and a prioritization of each project given by the Planning Commission and Township Board. The benefit of this plan is the focus of attention on goals, needs and capabilities and optimizes the use of the taxpayers' dollars.

Funding can be from Millage, General Obligation or Revenue Bonds, Tax Increment Financing, Grants, Special Assessments, Sale of Assets, etc.

Our Capital Improvement Plan over the next six years includes 49 projects totaling just over \$24,000,000. Discussion followed regarding projects in the Plan, most notably the new Township Hall, cemetery expansion, Cascade Recreation Park, Township Entryway Signage, Bus Stops for the Rapid, Vehicle replacement for the Fire Department, Cascade Dam repair fund, Pathways, Township Water Pressure Project, Thornapple River Drive utility expansion, DDA Fund, and Riverfront land purchases.

**Member Waalkes made a motion to approve the Capital Improvement Plan and to forward a positive recommendation to the Township Board. Support by Member Robinson. Roll Call Vote:**

Rissi – Yes	Katsma – Yes	Pennington – Yes
Waalkes – Yes	Mead – Yes	Williams – Yes
Lewis – Yes	Robinson - Yes	

**Motion passed 8-0.**

#### **ARTICLE 10. Any other business**

There was no new business.

#### **ARTICLE 11. Adjournment**

**Motion made by Member Rissi to Adjourn. Support by Member Mead. Motion carried 8-0. Meeting adjourned at 8:35 PM.**

Respectfully submitted,  
Aaron Mead, Secretary  
Ann Seykora/Julie Kutchins – Planning Administrative Assistant