



6878 Belding Road NE, Rockford, MI 49341 * Ph. (616) 874-6966 * Fax: (616) 874-8940 * www.cannontwp.org

**Planning Commission – Regular Meeting
Tuesday, May 8, 2018 at 6:00 p.m.**

AGENDA

1. **Call to Order** – please silent cell phones
2. **Invocation**
3. **Roll Call**
4. **Approval of Minutes** – Regular Meeting, April 10, 2018 - [April 10, 2018 DRAFT MINUTES](#)
5. **Public Comment**
6. **Lot Coverage Discussion - [Zoning Administrator's Memo](#)**
7. **Planning Commission Comments**
8. **Zoning Administrator/Planner's Comments**
9. **Adjourn**

Any business before the Planning Commission being presented by 9:00 p.m. will be heard. At the Planning Commission's discretion, any item remaining on the agenda will be postponed until the next available meeting of the Planning Commission.



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CANNON TOWNSHIP PLANNING COMMISSION

APRIL 10, 2018

DRAFT

Members present: Hanna, Barnard, Brod, Haney, Masterson and Twyman.

Members absent: Sosnowski.

Approval of Meeting Minutes from March 13, 2018

Commissioner Twyman moved, with support from Commissioner Brod, to approve the minutes from March 13, 2018, subject to minor changes in grammar and syntax.

Motion carried unanimously.

Public Comment

None.

New Business

A. Final Site Plan Approval – 8451 Belding Road NE – Great Lakes Antiques & Artisans/Aunt Belle’s Kitchen – Karla Wagner/Paul Henderson of Roosien & Associates.

Chair Hanna recognized Paul Henderson of Roosien & Associates. Paul Henderson, then asked Paul Leblanc to summarize the revisions that have been addressed since the preliminary site plan approval. He noted the things that are still needed on the site plan, as referenced in Planner LeBlanc’s memo. He also noted that two actions are needed for this agenda item:

1. To allow for the reduced landscaping buffer
2. To vote on site plan approval

Township Engineer, Kevin Gritters went through his review and noted the items that need to be addressed yet, but are by no means deal breakers. He noted the following items:

1. Sanitary sewer easements
2. Overhead power lines Owned by Consumers
3. Grading on adjacent parcel shown on the plan
4. Existing pavement of Old Belding Road – will need to be shown with detailed grades on the plan to ensure there will not be any issues with drainage.
5. Access needs to be suitable for emergency vehicles.
6. Storm water management – sedimentation control. Requires flood control as well.
7. Grease trap required for the restaurant prior to waste water flowing into sanitary sewer

Paul Henderson summarized some of the changes that have been made since the packets were distributed. He has revised the plan to reflect the items noted in Mr. LeBlanc's memo. He covered

1. Power lines – they will not be able to be buried, however they will remove/relocate some poles and overhead lines.
2. Working with health department on getting the well squared away.
3. Parking will be provided to comply with the ordinance.

He noted that the easement cannot be recorded at this time for the garage, since the applicant does not own the land yet. The road commission has provided a letter of approval for the abandonment of Old Belding Road, and the township must then quit claim deed it to the applicant. He would like the approval to be conditional upon this fact, if the PC chooses to approve with conditions.

Mr. Henderson said he would also like to work with staff on the landscaping and lighting to get approved as the site gets developed. He asked the planning commission to consider the reduction in the 30' landscaping buffer as required in the landscaping ordinance.

Commissioner Masterson had some concerns about the dumpster location. Mr. Henderson indicated that, from an engineering standpoint, it will be difficult to place the dumpster pad closer to the building. The surface needs to be flat to prevent rolling, etc. There must also be reasonable access for trash hauling trucks. He would like to keep it where it's proposed. He noted that it will be screened and there will be landscaping all around it.

Chair Hanna commented on the fact that there are still items that need to be addressed on the plan.

Commissioner Brod noted that he is comfortable with buffer reduction. He also indicated that there are a lot of "moving parts". The conditions would need to all be listed out on paper before he can be ok with a conditional approval.

Commissioner Haney is comfortable with handing items off to staff to handle as conditions of approval.

Masterson is good with staff handling the conditions of approval.

Barnard would like to see things on paper as well. He had some questions about landscaping.

Twyman would like to ensure that screening is going to be properly addressed.

Mr. Gritters indicated that storm water management is the biggest item that needs to be addressed. He clarified that the proximity to the lift station is not an issue, since a pond is not proposed.

Planner LeBlanc was concerned that there may be too many items to handle if there were only a couple things to hand off to staff that might be ok, however, he'd like to make sure that all the requirements are met.

Zoning Administrator Anderson noted that the conditions of approval can easily be managed administratively, and that she would be comfortable handling at the staff level.

Ms. Wagner added that they are working with the Gilmores on a shared parking agreement with Bostwick Lake Inn. Planner LeBlanc noted that the shared parking agreement should be initiated by Gilmore. Zoning Administrator Anderson noted that if/when the agreement has been signed, that the township receive a copy.

Chair Hanna moved, with support from Commissioner Brod to reduce the landscaping buffer requirement of 30', based on the following criteria as listed in Section 26.02 B of the Zoning Ordinance:

1. The amount of space on the site available for landscaping is limited.
2. The topographic features of the site which may create conditions such that strict application of the provisions of this chapter will result in less effective landscaping and screening than proposed alternative landscape designs, which utilize existing topographic features.

Motion carried unanimously.

Chair Hanna moved, with support from Commissioner Twyman, to approve the final site plan, subject to the following conditions:

Prior to the issuance of a building permit:

1. All items noted in Township Engineer's report dated April 2, 2018 (see attached) – Applicant to coordinate directly with Kevin Gritters on remaining requirements.
2. Conveyance of described portions of ROW of Old Belding Road to the Kent County Road Commission.
3. Provide easement for the property owner at 8463 Belding Road (Tim Chesla) for access to the existing accessory structure.
4. Curve Radii of new entries to the parking lot.
5. New lighting to be installed in the parking lot (pole lighting) and wall pack lighting proposed for the building, photometric layout and fixture details for all lighting.
6. Retaining wall details.
7. Relocation of dumpster on the plan – away from the north property line as much as physically possible.
8. Signage
9. Statement from Consumers Energy, describing the future relocation of poles and overhead wires. Statement that the location of the building in proximity to any wires that will continue to hang over the site is ok.

Prior to issuance of occupancy:

1. Detailed landscaping plan, showing species and size of each planting, as well as location.
ALSO TO BE SUBMITTED AND APPROVED BY THE PLANNING COMMISSION – PRIOR TO OCCUPANCY

Motion carried unanimously.

B. Preliminary Discussion – 6889 Belding Road NE – Proposed Condominium Development – Dave Visser.

Mr. Visser gave a brief presentation of what his intent would be with the property if the concept is well received by the planning commission. He would be proposing 18 condominium units to serve the empty nester population.

The planning commission had questions and comments regarding water supply, connectivity to existing residential and commercial developments. Overall, they felt that this project would serve the area well, and that the density appears to be consistent with the goals of the Master Plan and future land use of the area.

Planning Commission Comments

Members of the planning commission noted that the discussion needs to be had regarding lot coverage, and a possible text amendment to the zoning ordinance.

There was a brief discussion about where the Verbena (formerly known as Cherry Blossom Grove) project is at.

Chair Hanna noted that he's gotten an email regarding the private road that serves Camp Roger, and informed the Zoning Administrator that she may get calls in the future.

Adjournment

Adjourned 8:00 pm.



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MEMORANDUM

To: Members of the Planning Commission

From: Tricia Anderson, Zoning Administrator/Assistant Planner

Date: May 3, 2018

RE: Upcoming Meeting – Lot Coverage Discussion

We have a very light agenda for the upcoming meeting, as we only have one item, which is a discussion about the requirements for maximum lot coverage, and whether the planning commission sees some modifications that need to be made to this section of the zoning ordinance.

You may recall from the February 13, 2018 meeting that the planning commission unanimously forwarded a favorable recommendation to the township board for the adoption of the revisions made to the zoning ordinance. During the public comment portion of that meeting, a resident expressed concerns about the maximum lot coverage standards, and felt that all zoning districts should be created somewhat equal when it comes to what lot coverage consists of as indicated in Section 3.08.C.

Section 3.08, Maximum Lot Coverage of the latest version of the zoning ordinance is provided below for your reference.

- A. A lot or parcel of land shall not be covered by buildings and the other specified structures and impervious surfaces stated in subsection C to any extent greater than the percentage of lot area (determined as stated in Section 2.09) specified in subsection B.
- B. The lot coverage of a lot or parcel of land shall not exceed the following percentages of total lot area for each respective zone district, as follows:
 - 1. The RR Rural Residential District – 20%
 - 2. The R-1 Low Density Residential District, the R-2 Medium Density Residential District and the R-3 High Density Residential District – 30%
 - 3. The LR Lakes Residential District, the B-1 Neighborhood Business District, the B-2 General Business District and the I Industrial District – 40%.
- C. Lot coverage, for purposes of this Section, consists of the area of a lot or parcel of land that is covered by the following:

1. Lands in the RR, R-1, R-2, R-3 and Residential PUD Districts – principal buildings and accessory buildings.
2. Lands in the LR District – principal buildings; accessory buildings; hard-surfaced driveways, parking areas and other paved and impervious surfaces; sidewalks and hard-surfaced pathways and trails; patios and decks; provided, however, that pervious surfaces installed for the purpose of reducing storm water runoff shall not be included in lot coverage.
3. Lands in the B-1, B-2, I and Commercial and Industrial PUD Districts – principal buildings; accessory buildings; hard-surfaced parking lots, driveways, sidewalks, hard-surfaced pathways and trails and on-site roadways and service roads; and other permanent hard-surfaces installed on the ground, except pervious surfaces installed for the purpose of reducing storm water runoff.

If the planning commission comes to a conclusion on any modifications to this section, a public hearing will be set for the June 12, 2018 meeting for a formal recommendation to be made to the township board for a text amendment to the zoning ordinance.

Please feel free to contact me with any questions prior to the meeting!