

Crockery Township

Special Planning Commission Meeting

April 5, 2016

(Approved)

Vice-Chairman Ryan Arends called the April 5, 2016, Special Planning Commission Meeting to order at 7:34 P.M. Roll-call was taken with Dave Meekhof, Jon Overway, Ryan Arends, and Roy Holmes present. Z/A Robert Toland was also present for this session.

Commissioners Bill Sanders, Mike Munch, and Rich Suchecki were absent.

Agenda Item 2. Approval of the Agenda

Approved as submitted.

Agenda Item 3. Approval of Minutes

None.

Agenda Item 4. Announcements

None.

Item 5. Communications

None.

Agenda Item 6. Public Comment

None. No public present.

Agenda Item 7. Action Items

A. Resolution of Intent to Hold a Public Hearing – Changes to Approved Site Plan (SLU) – Thomas Schmidt.

The Planning Commission has received a request from Thomas Schmidt for changes to the (approved) site plan of a Special Land Use permit to use an accessory building (barn) for special events, such as catering, banquet, and reception facilities, on parcel number 70-04-24-200-004, located at 9720 Cleveland Street. This parcel is currently zoned AG-1 Agricultural and Open Space.

Mr. Schmidt is proposing an elevated deck, 100' X 66'. Located immediately adjacent to the south side of the event barn. The deck will cover the existing ramp to the event floor of the barn and is intended for open air use, including dancing and socializing. The deck will also support a large tent for shade and cover from the weather. Mr. Schmidt advises no grilling, open flames, smoking, or food preparation will be done on the deck area.

A motion was made by Commissioner Roy Holmes to hold a public hearing regarding this matter on Tuesday, April 26, 2016, at 7:30 P.M., at the Township Hall. A 2nd was offered by Commissioner Dave Meekhof. The Commission unanimously approved the motion.

Agenda Item 8. Presentations.

None.

Agenda Item 9. Discussion Items

Mr. Toland briefed the Commission on current events affecting the Township and reminded the Commission of the April 19, 2016, Regular Planning Commission Meeting, where a public hearing is to be held regarding the newest zoning amendment proposals.

Agenda Item 10. Adjournment

A motion to adjourn was made by Commissioner Roy Holmes at 8:17 P.M. A 2nd was offered by Commissioner Dave Meekhof. The motion was unanimously approved.

Respectfully Submitted,
Jon C. Overway, Secretary
Crockery Township Planning Commission

Next Meetings: Regular Session(s) - April 19, 2016
 Special Session(s) - April 26, 2016

Crockery Township

Regular Planning Commission Meeting

April 19, 2016

(Approved)

Chairman Bill Sanders called the April 19, 2016, Regular Planning Commission Meeting to order at 7:32 P.M. Roll-call was taken with Dave Meekhof, Jon Overway, Bill Sanders, Ryan Arends, Rich Suchecki, Mike Munch, and Roy Holmes present. Z/A Robert Toland also was present for this session.

Agenda Item 2. Approval of the Agenda

Add review of minutes for the April 5, 2016, Special Planning Commission Meeting.

Agenda Item 3. Approval of Minutes

The Commission reviewed the minutes from the March 15, 2016, Regular Planning Commission Meeting. A motion was made to approve the minutes, as written, by Commissioner Mike Munch. A 2nd was offered by Commissioner Roy Holmes. The motion was unanimously approved.

The Commission also reviewed the minutes from the April 5, 2016, Special Planning Commission Meeting. A motion was made to approve the minutes, as written, by Commissioner Ryan Arends. A 2nd was offered by Commissioner Dave Meekhof. The motion was unanimously approved.

Agenda Item 4. Announcements

Commissioner Rich Suchecki advised the Board approved the Outdoor Pond Design and Construction Standard revisions. Additionally, the Board also approved a street light for the intersection of 130th and Apple Drive and an application for “Bike Fest” at Conestoga RV Park for June 17 – 18, 2016.

Item 5. Communications

None.

Agenda Item 6. Public Comment

None.

Agenda Item 7. Action Items

A. Public Hearing (tabled) – Home Occupation – Walter Grzybowski.

Documents provided for this public hearing include; (1) a site plan by Concept Design Studio, Inc., 800 E. Ellis Road, Suite 508, Norton Shores, Michigan, 499-4837, Project #0412-15, by SMH, Dated October 16, 2015, revised October 21, 2015, January 11, 2016, February 16, 2016, and March 10, 2016, (2) a Planning and Zoning Review by Z/A Toland, Dated April 19, 2016, reviewing a request for a Home Occupation in an Accessory Building on parcel #70-04-14-300-020, located at 10831 Cleveland Street, (3) a property use description entitled Old Stone Gate Farm – Event Barn (undated, no author), (4) a memo by Walter Grzybowski, dated February 12, 2016, addressing residency at 10831 Cleveland Street, and (5) a memo by Attorney Ronald M. Redick, of Mika Meyers PLC, discussing Home Occupations.

Commissioner Ryan Arends made **a motion** to re-open the public hearing in this matter. A 2nd was offered by Commissioner Mike Munch. The motion was unanimously approved by the Commission.

Mr. Walter Grzybowski was present for this hearing.

Mr. Toland provided a lead-in to this hearing by addressing the information found in his Planning and Zoning review. Parcel #70-04-14-300-020 is zoned Ag-1, Agricultural and Open Space and is 3.39 acres in size.

The Commission discussed the site plan at length with Mr. Grzybowski, discussing traffic, driveway, and parking, the event barn addition and restroom facilities, well and septic matters, residential dwelling use, parcel combination, amongst other details of the site plan.

Mr. Grzybowski had also provided the plans for the event barn addition, which the Commission briefly reviewed.

After reviewing the site plan, the Commission requested additional detail be provided.

Commissioner Ryan Arends made a **motion** to table this request for further information until the April 26, 2016, Special Planning Commission Meeting. A 2nd was offered by Commissioner Rich Suchecki. The Commission unanimously approved the motion.

B. Public Hearing – Zoning Ordinance Amendments.

Chairman Bill Sanders opened the public hearing regarding the proposed Ordinance Amendments found in Draft #3, dated March 15, 2016.

No members of the public were present for this public hearing.

Commissioner Dave Meekhof made a **motion** to recommend to the Township board approval of language affecting the following sections (of proposed ordinance amendments);

Part A- Article 9, C-1, Neighborhood Commercial District

Part B - Article 9A, C-2, General Commercial District

Part C - Article 9B, C-3, Highway Commercial District

Part D - Performance Guarantees

Part E - Special Land Uses

Part F - Existing Lots of Record

Part G - Home Occupations in Accessory Buildings

Part H - Editorial Corrections

Part I - Other Matters

A 2nd was offered by Commissioner Roy Holmes. The motion was unanimously approved.

C. Election of Planning Commission Officers.

Commissioner Roy Holmes made a **motion** to nominate the present officers to their respective positions; Bill Sanders – Chairman, Ryan Arends – Vice Chairman, Jon Overway – Secretary, and Dave Meekhof – Vice Secretary. A 2nd was offered by Commissioner Mike Munch. The motion was unanimously approved, electing the present officers to their respective positions.

Agenda Item 8. Presentations.

Mr. Toland provided the Commission with documents provided by Thomas and Theresa Schmidt regarding their SLU revision request scheduled for Tuesday, April 26, 2016.

Agenda Item 9. Discussion Items

None.

Agenda Item 10. Adjournment

A **motion** to adjourn was made by Commissioner Roy Holmes at 8:57 P.M. A 2nd was offered by Commissioner Mike Munch. The motion was unanimously approved.

Respectfully Submitted,
Jon C. Overway, Secretary
Crockery Township Planning Commission

Next Meetings: Regular Session(s) – May 17, 2016

 Special Session(s) - April 26, 2016

Crockery Township

Special Planning Commission Meeting

April 26, 2016

(Approved)

Chairman Bill Sanders called the meeting to order at 7:33 P.M. Roll call was taken with Dave Meekhof, Bill Sanders, Ryan Arends, Rich Suchecki, Mike Munch and Roy Holmes present. Secretary Jon Overway was absent. Z/A Robert Toland and Fire Chief Gary Dreyer were also present for this meeting.

Agenda Item 2. Approval of the Agenda

Approved as submitted.

Agenda Item 3. Approval of Minutes

The Commission reviewed the minutes from the April 19, 2016 Regular Planning Commission Meeting. A **motion** was made to approve the minutes as written by Commissioner Mike Munch. A 2nd was offered by Commissioner Roy Holmes. The motion was unanimously approved.

Agenda Item 4. Announcements

Township Board Report – Rich Suchecki

None

Agenda Item 5. Communications

None

Agenda Item 6. Public Comment

None

Agenda Item 7. Action Items

A. Public Hearing – Schmidt Special Land Use Revision – Home Occupation

Thomas Schmidt has submitted an application for changes to an approved site plan of a Special Land Use permit to use an accessory building (barn) for special events such as catering services, banquet and reception facilities on parcel number 70-04-24-200-004, located at 9720 Cleveland Street. The proposed change request is for the addition of a forty (40) foot by sixty two (62) foot deck and a thirty (30) foot by forty five (45) foot tent on the south side of the event barn and increasing capacity to one hundred and fifty (150) persons. Applicants Thomas and Theresa Schmidt and Denny Dryer representing Dryer Architectural Group were present for this Hearing.

Documents provided to the Commission include: 1) A floor and deck plan by Dryer Architectural Group, 220 ½ Washington, Grand Haven, Michigan; file number 104FP-410; revision date April 10, 2016 and a site plan by same; file number 104sp50-410. 2) A Planning and Zoning Review by Z/A Robert Toland dated April 26, 2016. 3) Notes of concern by Township Fire Chief Gary Dreyer. 4) A narrative of the proposal by Thomas and Theresa Schmidt.

Chairman Bill Sanders opened the Public Hearing at 7:36 P.M.

The Commission reviewed the documents and engaged discussions. Architect Denny Dryer addressed the occupancy increase, the international code requirement for an approved fire suppression system to be installed and an expansion of the washroom facilities. Thomas Schmidt informed he is working with a fire suppression company and that plans are on the way. Fire Chief Gary Dreyer's concerns were addressed including the stairway off the north side of the deck needing to be four (4) feet wide. Other details and safety issues were discussed at length.

Chairman Bill Sanders opened the floor to public comment and none were offered.

A **motion** was made by Commissioner Mike Munch to approve the proposed changes to the Special Land Use with the following conditions:

- 1) That a new and completed plan is submitted showing updated square footages.
- 2) That two (2) copies of the fire suppression system be submitted (one to the Township Fire Chief and one to the Township Building Inspector).
- 3) That the updated plan show an adequate railing on the handicap ramp on the north side of the barn.

A 2nd was offered by Commissioner Rich Suchecki. The motion was unanimously approved.

B. Public Hearing (tabled) – Home Occupation - Grzybowski

Walter Grzybowski, 13050 Ellis Road, Conklin, Michigan. is requesting approval for a Special Land Use for a Home Occupation in an Accessory Building on parcel #70-04-14-300-020, located at 10831 Cleveland Street. Mr. Grzybowski was present for this hearing.

New documents provided for this hearing include: 1) A site plan by Concept Design Studio, Inc., 800 E. Ellis Road, Suite 508, Norton Shores, Michigan, project number 0412-15, latest revision date of April 21, 2016. 2) A Planning and Zoning Review by Z/A Robert Toland, dated April 26, 2016. 3) Notes of concern by Township Fire Chief Gary Dreyer.

Commissioner Ryan Arends made a **motion** to re-open the public hearing in this matter. A 2nd was offered by Commissioner Roy Holmes. The motion was unanimously approved.

The Commission reviewed the documentation and discussion ensued. Fire Chief Gary Dreyer stated the east driveway shall be a minimum of sixteen (16) feet in width for an adequate fire lane and be marked with “no parking” signage. He also stated the exterior doors to the event barn need a mechanism to hold the doors in the open position during events. Mr. Grzybowski offered to install hardware to be able to lock the doors open. Z/A Robert Toland asked that these changes and a one way notation for the east driveway be updated on the site plan. He also noted that the west parcel to be used for parking has not yet been combined with the subject parcel as previously agreed upon. Mr. Grzybowski informed the Commission he wishes to host up to three hundred (300) guests per event, requiring fire suppression equipment to be installed. Mr. Grzybowski stated that he is waiting on fire suppression plans and on the Ottawa County Department of Health approval of the current well, septic and drainfield or upgrade requirements for this project. Walter Grzybowski agreed to submit an updated site plan.

No members of the public were available for comment at this time.

Pending further updates to the site plan, Commissioner Ryan Arends made a **motion** to re-table the request until the May 17, 2016, Regular Planning Commission Meeting. A 2nd was offered by Commissioner Mike Munch. The Commission unanimously approved the motion.

Agenda Item 8. Presentations

None

Agenda Item 9. Discussion Items

None

Agenda Item 10. Adjournment

A **motion** to adjourn was made by Commissioner Roy Holmes at 9:05 P.M. A 2nd was offered by Commissioner Ryan Arends. The motion was unanimously approved.

Respectfully Submitted,

David Meekhof, Vice Secretary
Crockery Township Planning Commission

Next Meetings: Regular Session - May 17, 2016
Special Session - TBD