

**MINUTES OF THE GAINES CHARTER TOWNSHIP PLANNING COMMISSION  
FOR THE REGULAR MEETING HELD ON  
AUGUST 24, 2017  
AT THE GAINES CHARTER TOWNSHIP OFFICES  
8555 KALAMAZOO AVENUE SE CALEDONIA, MICHIGAN 49316**

**I. CALL TO ORDER AND ROLL CALL**

The meeting was called to order at 7:00 p.m. by Acting Chair Haagsma. A quorum was present.

**MEMBERS PRESENT:** Talimma Billips, Brad Burns, Tim Haagsma, Lani Thomas,  
Louis Waayenberg

**MEMBERS ABSENT:** Connie Giarmo (With Notice), Ronnie Rober (With Notice)

**OTHERS PRESENT:** Mark Sisson, Township Planner / Zoning Administrator,  
Matt McKernan, Assistant Planner

**II. CONSIDERATION OF MEETING AGENDA**

No Changes

**III. CONSIDERATION OF MEETING MINUTES**

July 27, 2017 – Regular Meeting Minutes

**Motion:** By Member Thomas supported by Member Billips to approve the minutes for  
the July 27, 2017 Planning Commission Regular Meeting.

**Discussion:** None

**Ayes:** Billips, Burns, Haagsma, Thomas, Waayenberg

**Nays:** None

**Abstain:** None

**Motion:** Passed

**IV. INQUIRY OF CONFLICT OF INTEREST**

None

**V. PUBLIC COMMENT ON NON-AGENDA ITEMS**

None

**VI. New Business**

**1. Advertised Public Hearing Items**

**a. Huntington Bank, 6333 Kalamazoo Avenue SE- Minor PUD Amendment**

Request for a Minor Amendment to the Crossings PUD to allow for the installation  
of a standalone drive-up automatic teller machine in the northeast corner of the  
Crossings Retail Center parking lot.

Planner Sisson gave an overview of the request. Huntington Bank is requesting to install a standalone  
drive-up ATM in the northeast corner of the Crossings Retail Center parking lot. Staff felt that the request  
warranted review by the Planning Commission because the use was not specifically outlined in the original  
PUD, but didn't feel that the request rose to the level that would require approval from the Township

Board. If the Planning Commission finds that the request warrants review by the Township Board it is within their purview to forward the request with a recommendation of approval or denial.

**Chris Humphrey, on behalf of Huntington Bank**

Humphrey is the architect representing Huntington Bank. The ATM will be a standalone structure with a lighted canopy to protect customers. Huntington chose a location and design that would allow the ATM to be visible from Kalamazoo Avenue without creating traffic hazards. Huntington Bank has no issue with providing documentation from the property owner conveying the right to construct the ATM.

Acting Chair Haagsma opened and closed the public hearing at 7:05 PM.

Discussion turned to the issue of pedestrian access to the ATM. Huntington disagrees with the proposed requirement that the ATM be augmented to be accessible to pedestrians. Huntington doesn't wish to incur the liability associated with encouraging pedestrians to use an ATM that is designed for use by motor vehicles. Planner Sisson & Member Thomas expressed concerns that the ATM has the potential to attract pedestrian traffic as it located near a bus stop, high school, and apartment complex and thus should be designed to safely allow these users to access the machine.

Humphrey stated that he had visited the site earlier in the afternoon and concurs with Staff's assessment that an additional light pole on the site might be excessive. Huntington is willing to work with Staff to determine whether the proposed light pole is needed and will remove it if it is deemed unnecessary.

Acting Chair Haagsma requested final input from the Planning Commission regarding conditions of approval for the project. Planning Commission members expressed approval of the requirements that the applicant provide documentation from the property owner conveying the right to construct the ATM and work with Staff to determine whether or not the proposed light pole is necessary. The requirement that the applicant make the ATM accessible to pedestrians was removed after several Planning Commissioners expressed that they felt that the ATM was unlikely to generate pedestrian traffic. The Planning Commission concurred with Staff that the request did not warrant further review by the Township Board.

**Motion:** By Member Waayenberg supported by Member Thomas to allow for the installation of a standalone drive-up automatic teller machine in the northeast corner of the Crossings Retail Center parking lot, subject to the following conditions:

1. Applicant shall provide proof of an easement or ownership interest in the property and the legal ability to construct the ATM. Proof shall be required before building permits will be issued.
2. That the applicant work with the property owner to avoid the installation of an additional light fixture, if possible.

**Discussion:** None

**Ayes:** Billips, Burns, Haagsma, Thomas, Waayenberg

**Nays:** None

**Abstain:** None

**Motion:** Passed

## 2. Site Plan Review

### a. Railtown Brewing Company , 3595 68th Street SE-Minor PUD Amendment

Request for a major amendment to the Dutton Mill Village PUD to allow for construction of a 5,983 SF Microbrewery & Restaurant.

Planner Sisson gave an overview of the request. In July, the Planning Commission held an advisory public hearing on Railtown's request and directed Staff to draft a resolution recommending approval to the Township Board. Staff has reviewed the updated site plans for Railtown and identified the following discussion topics:

- Staff had previously recommended that the applicants install landscaped parking peninsulas to better define access to the site. The applicant has submitted a revised site plan with added striping along the entrances, but has not proposed parking peninsulas. Staff stands by their original recommendation on this matter.
- The applicants have yet to provide an agreement with their current landlord to lease additional parking spaces in the strip mall parking lot after Railtown's lease expires in December 2019. It is important to note that the shortfall in the number of parking spaces is more or less equal to what will be necessitated by the restaurant seating and offices in the mezzanine area. Staff is suggesting that permission to construct the mezzanine be withheld until the issues related to parking spaces are taken care of.
- The updated site plan contains one less shrub than previous iterations of the plan, but still continues to satisfy the essential intent of the landscape requirements of Section 16.9 of the GCTZO and the Dutton Subarea Plan.
- The draft resolution contains language specifying the phasing of development. The primary challenge with the phasing of the development is how to ensure that the façade improvements will be installed in the spring/summer 2018 without withholding the certificate of occupancy. This can likely be achieved through some sort of performance guarantee.
- The Township will also want the applicant to create an agreement for the maintenance of East Mill Run with the owner of the mobile home park.
- Staff recommends removal of the existing curb cut on the north end of the site.

Chair Haagsma expressed agreement with the requirement that landscaped parking peninsulas be installed adjacent to the two site entrances and invited Justin Buitter from Railtown Brewing Company to respond to the Planner's comments.

#### **Justin Buitter, Railtown Brewing Company**

Buitter explained that Todd Placer, manager of the mobile home park, doesn't have any concerns about the traffic that will be generated by the brewery and doesn't wish to pursue a formalized maintenance agreement for East Mill Run. Buitter would be willing to submit a letter from Mr. Placer confirming this information if necessary. Railtown is also working with Mr. Placer to alter their existing access easement to give them legal access to their second driveway.

Buitter explained that during the most recent discussions with his architect it was determined that the mezzanine and front façade will be built as part of phase 1. The only additional phase will be the eventual addition of the canning facility on the north side of the building. Planner Sisson asked Buitter to explain how he plans to provide additional parking for the site if a building permit for the mezzanine cannot be withheld. Buitter explained that they are in discussion with their current landlord to shorten their existing

lease if possible and work on an arrangement to lease only parking spaces. Their current lease expires in December 2019, with an option to renew for 3 more years. In the worst case scenario, Railtown can guarantee they will be able to provide additional parking for at least 5 more years. Acting Chair Haagsma expressed to the applicant that the Township Board will most likely want to see an agreement in place before approval is granted.

Acting Chair Haagsma led a discussion about the conditions of approval found in the draft resolution. The Planning Commission decided to amend Condition #2 to require the applicant to create an agreement with their current landlord to lease additional parking spaces from the Village Mill Mall before Township Board approval. In regard to Condition 4, Planner Sisson stated that the Planning Department would monitor the progress of the project over the winter and would make a determination when Railtown seeks building occupancy on whether or not to seek a performance guarantee for things such as the installation of landscaping and construction of the awning. Discussion turned to Condition 7 which requires the applicant to surrender any liquor manufacture and sales licenses at their current location at the expiration of their current lease. Buiter explained that upon advice of their lawyer, Railtown would now be pursuing a continuous space extension on their current manufacturing license which would put both locations under one license. Sisson suggested adding the words "if applicable" to Condition 7 to enabling staff to research this issue and better determine how to proceed.

**Motion:** By Member Burns supported by Member Waayenberg to approve Resolution No. 17-08-PC, with changes proposed by the Planning Commission, to recommend approval of the amendment to the Dutton Mill Village PUD to the Township Board.

**Discussion:** None

**Ayes:** Billips, Burns, Haagsma, Thomas, Waayenberg

**Nays:** None

**Abstain:** None

**Motion:** Passed

**VII. UNFINISHED BUSINESS**

None

**VIII. GENERAL DISCUSSION**

**1. General Announcements**

Planner Sisson explained that next month's meeting will feature preliminary plat review for the second phase of Preservation Lakes and site plan review for an expansion to Dutton Christian Middle School.

**IX. ADJOURNMENT**

**Motion:** By Member Billips supported by Member Waayenberg to adjourn the meeting.

**Discussion:** None

**Ayes:** Billips, Burns, Haagsma, Thomas, Waayenberg

**Nays:** None

**Abstain:** None

**Motion:** Passed

Meeting adjourned at 8:00 P.M.

**CERTIFICATION**

I hereby certify that the above is a true copy of the minutes from the August 24, 2017 Regular Meeting of the Gaines Charter Township Planning Commission held at the time and place mentioned above pursuant to the required statutory procedures.

Respectfully submitted,



Lani Thomas, Secretary  
Gaines Charter Township  
Planning Commission

Dated: September 28, 2017