

**MINUTES OF THE GAINES CHARTER TOWNSHIP PLANNING COMMISSION
FOR THE REGULAR MEETING HELD ON
FEBRUARY 23, 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 Chair Giarmo. A quorum was present.

MEMBERS PRESENT: Talimma Billips, Brad Burns, Connie Giarmo, Tim Haagsma,
Ronnie Rober, Lani Thomas

MEMBERS ABSENT: Louis Waayenberg (With Notice)

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

II. CONSIDERATION OF MEETING AGENDA

No Changes

III. CONSIDERATION OF MEETING MINUTES

January 26, 2017 – Regular Meeting Minutes

Motion: By Member Haagsma, supported by Member Burns to approve the minutes for the January 26, 2017 Planning Commission Regular Meeting.

Discussion: None

Ayes: Billips, Burns, Giarmo, Haagsma, Rober, Thomas

Nays: None

Abstain: None

Motion: Passed

IV. INQUIRY OF CONFLICT OF INTEREST

Member Haagsma informed the Planning Commission that he is a member of Hillside Community Church. Haagsma expressed that this would not interfere with his ability to assess the site plan for the church in an unbiased manner.

V. PUBLIC COMMENT ON NON-AGENDA ITEMS

None

VI. New Business

1. Advertised Public Hearing Items

a. Special Use Permit: Group Child Day Care Home: 434 100th Street SE, A-R District
Special use permit request to expand an existing Family Child Day Care Home (1-6 children) to a Group Child Day Care Home (7-12 children).

Kim Bottenfield, 434 100th Street SE

Bottenfield stated that she had operated a Family Home Child Day Care for 27 years. Bottenfield is seeking to expand her current operation into a licensed Group Child Day Care Home. State licensing guidelines require local approval of the expansion. Bottenfield is not proposing to alter the layout of her existing site.

Planner Sisson gave further explanation of the request. The applicant's current operation is a Family Day Care Home, which allows for the care of up to six children and is permitted by right in residential districts. The applicant is seeking expansion to a Group Child Day Care license, which requires a special use permit from the Planning Commission. Sisson noted that the site is well suited for the proposed use. The property has two interconnected driveways, which prevents parents from having to back out onto 100th Street. This helps alleviate concerns about traffic impacts. The only issue with the request is that the applicant's property is two separate parcels, with the accessory building being on a separate parcel from the primary residence. The zoning ordinance does not permit accessory buildings on a lot absent a primary residential structure. Staff recommends combining the two parcels to remove the nonconformity.

Chair Giarmo opened and closed the public hearing at 8:08 PM.

Member Haagsma asked the applicants how many employees were involved in the operation. Bottenfield responded that her husband and she were the only employees of the day care operation.

Chair Giarmo asked for clarification on the hours of operation for the business and whether the special use permit for this request would run with the property. Planner Sisson explained that the state allows them to operate from 6 AM to 10 PM, but they are currently only operating until 6 PM. The special use permit would remain with the land, but future land owners would have to receive a license from the state to operate a Group Child Day Care Home on the site.

Motion: By Member Haagsma supported by Member Billips to approve the special use permit allowing the Group Child Day Care Home, subject to the following conditions:

1. That the applicant comply with all standards for Group Child Day Care Homes as required by the Michigan Department of Licensing and Regulatory Affairs.
2. That the applicant submit an application to combine the properties located at 416 and 434 100th Street SE. into one lot, thus eliminating the non-conforming status of the accessory building and reducing the nonconformity of the premises.

Discussion: None

Ayes: Billips, Burns, Giarmo, Haagsma, Rober, Thomas

Nays: None

Abstain: None

Motion: Passed

2. Site Plan Review

a. Hillside Community Church, 1440 68th Street SE, RL-10 District

Hillside Community Church is requesting site plan approval for two expansions to the church located at 1440 68th Street. The church is located in the RL-10 Residential District where churches are classified as "Uses Permitted by Right."

Craig Nicely, Progressive AE

Nicely introduced himself as a member of Hillside Community Church and the architect for the project. The current proposal is the first of several planned expansions. The expansion to the northwest side of the building will be to accommodate an expanded nursery and classroom area. The expansion on the southwest side will be to create a larger group meeting space for children. There will be a new entry and drop off canopy on the north side of the building and a small rework of the parking lot. There will be a net loss of 4 parking spaces. Hillside has conducted a study on their parking capacity and finds that the lot still adequately meets their current needs.

Steve Teitsma, Progressive AE

Teitsma addressed the Engineer’s report dated February 16, 2017. The proposed expansions to the church will result in a net decrease in impervious surface area on the site. He stated that during discussions with Township Engineer Gritter determined that new storm water detention areas will not be necessary.

Planner Sisson addressed some of the issues raised in the staff report. It is recommended that the pillars supporting the drive-thru area on the northwest be curbed for protection. There shouldn’t be a need to curb the landscaping islands effected by the drive through as this would interfere with stormwater drainage.

Sisson noted that evaluating the expansion request allows the Township to reassess the existing landscaping for the site, including that along 60th Street and side buffers, to determine if it meets current standards. The parking lot and front yard landscaping are both technically deficient in terms of landscaping points, but the landscaping is mature and does an effective job at screening the site. Staff has suggested that the applicants add two trees along the driveway on the northeast side of the building and that shrubs or other plantings be planted near the front of the building to replace existing landscaping along the north wall. Teitsma responded that Hillside Community Church didn’t have any objections to planting trees along the driveway and would add shrubs along the north and west sides of the proposed expansion to the northeast side of the building.

Motion: By Member Rober supported by Member Thomas to approve the site plan for two expansions to Hillside Community Church based on the recommendations of the Planner. The approval is subject to the following conditions:

1. That a landscape plan for the area immediately in front of the new addition be developed and that additionally, two intermediate trees in the front yard be added in the locations indicated in the staff report. The landscaping plan shall be submitted to staff for review and approval.
2. That the requirements of the Township Engineer as identified in the staff report be addressed.

Discussion: None

Ayes: Billips, Burns, Giarmo, Haagsma, Rober, Thomas

Nays: None

Abstain: None

Motion: Passed

3. Consideration of Special Land Use Permit Extension for Woodfield Preserve Apartments, Eastern Avenue

CERTIFICATION

I hereby certify that the above is a true copy of the minutes from the February 23, 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,

A handwritten signature in cursive script that reads "Lani Thomas". The signature is written in black ink and is positioned above the printed name and title.

Lani Thomas, Secretary
Gaines Charter Township
Planning Commission

Dated: March 23, 2017