

**MINUTES OF THE GAINES CHARTER TOWNSHIP PLANNING COMMISSION  
FOR THE REGULAR MEETING HELD ON  
February 28, 2019  
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:** Burns, Giarmo, Haagsma, Rober, Thomas, Waayenberg

**MEMBERS ABSENT:** Billips – with notice

**OTHERS PRESENT:** David Jirousek, Planning Consultant  
Matt McKernan, Assistant Planner  
Robin Haaksma, Recording Secretary

**II. CONSIDERATION OF MEETING AGENDA**

No Changes

**III. CONSIDERATION OF MEETING MINUTES**

January 24, 2019 – Regular Meeting Minutes

**Motion:** By Member Haagsma, supported by Member Waayenberg to approve the minutes for the January 24, 2019 Planning Commission Regular Meeting.

**Discussion:** None

**Ayes:** Burns, Giarmo, Haagsma, Rober, Thomas, Waayenberg

**Nays:** None

**Abstain:** None

**Decision:** Passed

**IV. INQUIRY OF CONFLICT OF INTEREST**

None

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

None

**VI. NEW BUSINESS**

**1. Advertised Public Hearings**

**a. 7730 East Paris Avenue (A-R)**

*Special Use Permit Request to allow for construction of an accessory building with a floor area of 1,920 square feet, exceeding the maximum square footage allowed by right in the A-R District.*

**John Lobbezoo, 7730 East Paris Ave.,** would like to replace an existing barn with a larger building. The building will be used for the storage and maintenance of farm equipment.

Assistant Planner McKernan explained that the proposed building is similar to others in the area and meets all Township development standards. A special use permit is required because the proposed structure in addition to an existing barn exceed the maximum gross floor area allowed by right in the A-R zoning district.

Chair Giarmo opened and closed the public hearing at 7:05 pm.

Planning Commissioners verified that the building would be used only for maintenance and storage equipment related to the farming of an adjacent agricultural property. The Planning Commission agreed that the building would be similar to others in the area and would not create hazards for adjacent property owners.

**Motion:** By Member Waayenberg, supported by Member Rober to approve the special use permit with the following conditions:

1. That now or in the future, no exterior yard lights are to be attached to the structure that would cause glare in the rear yards or windows of adjacent lots.
2. That the floor elevation of the building, site grading, and roof drainage be handled with consideration of avoiding excessive drainage on adjacent properties.

**Discussion:** None

**Ayes:** Burns, Giarmo, Haagsma, Rober, Thomas, Waayenberg

**Nays:** None

**Abstain:** None

**Decision:** Passed

**b. Dutton Food Pantry (3178 68<sup>th</sup> St. SE)**

*Special Use Permit Request to allow the Dutton Food Pantry to operate as a public service activity in a commercial zoning district.*

**Jack Ellens, board member for the Dutton Food Pantry** was present to address the planning commission. The pantry is currently open to the public three times per month at the times mentioned in the staff report. The pantry currently serves approximately 70 families per month. This number will likely decrease when another local pantry reopens this spring. The pantry has reached agreements with Great Lakes Insurance and Integrity Insurance to allow their parking lots to be used for offsite parking for volunteers. The offsite parking agreements should alleviate any potential shortage of parking spaces on days that the food pantry hours coincide with adjacent businesses.

Assistant Planner McKernan stated that the operation of the food pantry has the potential to cause parking shortages on days that its hours coincide with adjacent businesses, but will otherwise not create any negative impacts. The potential conflict comes during the 4pm-6pm opening on the second Monday of every month. McKernan explained that he visited the pantry at their current location during their Monday opening in early February and found that there were 10-15 cars in the parking lot. 8-10 of the 24 parking spaces on the south side of the proposed location were occupied during this same time period. McKernan

expressed that having the food pantry's 5-6 volunteers park offsite should alleviate the concerns about a lack of parking spaces.

Chair Giarmo opened the public hearing at 7:20 pm.

**Lisa Corfixsen** from **Restoration Chiropractic** stated that she appreciated the service that the food pantry provides but expressed her concerns that the pantry could create a shortage of parking spaces during their Monday opening. Corfixsen asked for clarification about what the approval process would entail if the pantry decided to expand or alter their hours of operation in the future.

Chair Giarmo closed the public hearing at 7:25 pm.

Commissioner Burns inquired what time clients of the Dutton Food Pantry typically arrived. Ellens explained that it was common for clients of the Dutton Food Pantry to arrive at 3pm to get in line for the 4pm opening. Ellens explained that they would work to discourage this behavior to reduce the amount of parking that would be required during business hours of the other adjacent businesses.

The Planning Commission agreed that the offsite parking agreements reduced their concerns about the pantry. Planning Commission members debated how to address potential changes to the pantry's hours of operation. The staff report suggested that any changes to the hours of operation between the hours of 8am and 6pm Monday-Friday should require an amendment to the special use permit. The Planning Commission decided that any changes or expansion to the hours of operation for the pantry would require a special use permit.

**Motion:** By Member Rober, supported by Member Thomas to approve the special use permit for the Dutton Food Pantry with the following conditions:

1. Any increase or change to the approved hours of operation must be approved by the Planning Commission.
2. The applicant shall provide statements from adjacent property owners granting permission for off-site parking spaces prior to the issuance of building permits.

**Discussion:** None

**Ayes:** Burns, Giarmo, Haagsma, Rober, Thomas, Waayenberg

**Nays:** None

**Abstain:** None

**Decision:** Passed

**c. 2755 84<sup>th</sup> Street (A-R)**

*Special Use Permit Request to allow for construction of a 3,534 sq. ft. accessory building featuring a home office.*

**Dan Vis of Dan Vis Builders** intends to store equipment in this structure and work out of an office. He will be the only employee.

Assistant Planner McKernan explained to the planning commission this is a two part request. One for the home office and one for being over the square footage allowed. The home office is not anticipated to bring traffic to the site. The building meets all other standards.

Chair Giarmo opened and closed the public hearing at 7:35 pm.

The Planning Commission discussed problems that can arise with allowing home offices in residential settings. They determined that the applicant's proposed use would not create negative impacts on neighboring properties.

**Motion:** By Member Waayenberg, supported by Member Rober to approve the special use permits with the following conditions:

1. That now or in the future, no exterior yard lights are to be attached to the structure that would cause glare in the rear yards or windows of adjacent lots.
2. That the floor elevation of the building, site grading, and roof drainage be handled with consideration of avoiding excessive drainage on adjacent properties.
3. The applicant is permitted to have one parking space devoted for business related purposes.

**Discussion:** None

**Ayes:** Burns, Giarmo, Haagsma, Rober, Thomas, Waayenberg

**Nays:** None

**Abstain:** None

**Decision:** Passed

## 2. Site Plan Review

### a. StoneCo Annual Operating Plan Review, (StoneCo PUD-MR)

*Annual review of the operating plan for the StoneCo Mineral Removal Operation.*

**Tony Halloran of StoneCo** addressed the planning commission. 2018 was a great year. Stoneco will be finished mining on the west side of Kalamazoo Avenue in 2019. Stoneco is currently seeking permission to rezone the east side of Kalamazoo for additional mining.

Assistant Planner McKernan stated StoneCo meets the necessary review standards for approval.

**Motion:** By Member Haagsma, supported by Member Rober to accept the operating plan for StoneCo Mineral Removal Operation.

**Discussion:** None

**Ayes:** Burns, Giarmo, Haagsma, Rober, Thomas, Waayenberg

**Nays:** None

**Abstain:** None

**Decision:** Passed

**b. 4284 60<sup>th</sup> Street (PUD)**

*Site plan review for a 175,625 square foot warehouse building at 4284 60<sup>th</sup> Street.*

**Justin Longstreth of Moore & Bruggink** was present to address the Planning Commission. The building does not have confirmed tenants but will likely be used for light industrial processing and as a warehousing facility. Longstreth has read the reports from the Township Planner and Engineer and found the issues raised by staff members are minor in nature and can be easily addressed. Longstreth explained that the second building would likely not be built as shown on the site plan due to the cost of relocating powerlines for Consumer's Energy.

Assistant Planner McKernan explained that the site plan had been modified from its first submittal to address safety concerns raised by the fire marshal. The fire access road has been widened to allow for safe access for fire trucks on the south side of the building. McKernan explained that there were issues pertaining to parking, landscaping, and site lighting, and the location of the building that will need to be addressed by the applicant.

The Planning Commission discussed the list of issues raised in the staff report. Parking was found to not be an issue as these facilities often have few employees. The Planning Commission agreed that the need for a second access point should be seriously considered if a second building was ever proposed for the property. The Planning Commission asked if it would be too burdensome to have staff conduct final review on the revised site plans for the warehouse. Planning Consultant David Jirousek explained that the outstanding issues are relatively minor and can be easily reviewed by staff planners and the engineer.

**Motion:** By Member Haagsma, supported by Member Waayenberg to approve the site plan for the first building with the following conditions:

1. The applicant shall comply with all recommendations of the Township Engineer, Fire Chief.
2. The applicant shall submit revised site plans showing the following:
  - a. Sidewalk along 60<sup>th</sup> Street frontage.
  - b. Landscaping plan that conforms to Section 16.9 of the zoning ordinance.
  - c. Revised lighting plan featuring full cutoff fixtures.
  - d. A statement regarding the expected number of employees once tenant leases have been signed.
  - e. Items listed in the Township Engineer's Report dated
3. Plans for any desired signage shall be submitted for staff approval.
4. Proposed future building will require site plan approval from the Planning Commission.

**Discussion:** None

**Ayes:** Burns, Giarmo, Haagsma, Rober, Thomas, Waayenberg

**Nays:** None

**Abstain:** None

**Decision:** Passed

**VII. UNFINISHED BUSINESS**

None

**VIII. GENERAL DISCUSSION**

David Jirousek presented an updated time line for the 2019 master plan update.

**Mel Nappi, 652 Coleman SE**, was present and interested in the master plan revision. She would like her neighborhood to have more stores within walking distance. She was greatly in favor of the Township implementing elements of form based zoning codes.

**IX. ADJOURNMENT**

**Motion:** By Member Waayenberg, supported by Member Rober to adjourn the meeting at 8:45 pm.

**Discussion:** None

**Ayes:** Burns, Giarmo, Haagsma, Rober, Thomas, Waayenberg

**Nays:** None

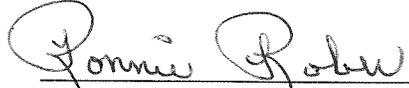
**Abstain:** None

**Decision:** Passed

**CERTIFICATION**

I hereby certify that the above is a true copy of the minutes from the February 28, 2019 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 "Ronnie Rober". The signature is written in black ink and is positioned above a horizontal line.

Ronnie Rober, Vice Chair  
Gaines Charter Township  
Planning Commission

Dated: March 28, 2019