

GAINES CHARTER TOWNSHIP
PLANNING COMMISSION – REGULAR MEETING
Township Board Room - 8555 Kalamazoo Ave. S.E. Caledonia, MI 49316

Tentative Agenda

7:00 p.m. – Thursday January 25, 2018

- I. **Call to Order and Roll Call**
- II. **Consideration of Agenda**
- III. **Consideration of Meeting Minutes**
December 21, 2017 – *Regular Meeting Minutes*
- IV. **Inquiry of Conflict of Interest**
- V. **Public Comment on Non-Agenda Items**
- VI. **New Business**
 - 1. **Advertised Public Hearing Items**
 - a. **Dutton Christian Elementary, 6980 Hanna Lake: SPU for LED Message Sign (RL-14)**
Special Use Permit request to allow an electronic changeable copy sign at Dutton Christian Elementary School.
 - 2. **Site Plan Review**
 - a. **Adventure Credit Union, 6672 Crossings Drive (Crossings PUD)**
Site Plan Review for an expansion to the parking area for Adventure Credit Union resulting in an increase of 6 parking spaces.
- VII. **Unfinished Business**
 - 1. **Stonewater-Crystal Springs PUD**
Continued discussion pertaining to a request for zoning approval of a 7.2 acre PUD extending approximately 750 feet north of Crystal Springs Drive SE on Kalamazoo Ave SE. Proposed are a credit union, a medical office and a retail/ service building. A three acre back lot is also included and planned to support a professional office building and a child daycare operation. The request will rezone part of the existing Crystal Springs PUD and part of parcel 41-22-09-151-006 from RL - 10 Residential and create a new commercial PUD.
- VIII. **General Discussion**
 - 1. **Private Roads & Ordinance Amendments**
 - 2. **Byron Township Master Plan Update**
- IX. **Adjournment**

Persons with disabilities needing special accommodations should contact Kim Triplett at 616 698-6640 one week prior to the meeting to request mobility, visual or any other assistance.

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Tentative Agenda

7:00 p.m. – Thursday February 22, 2018

- I. **Call to Order and Roll Call**
- II. **Consideration of Agenda**
- III. **Consideration of Meeting Minutes**
January 25, 2018 – Regular Meeting Minutes
- IV. **Inquiry of Conflict of Interest**
- V. **Public Comment on Non-Agenda Items**
- VI. **New Business**
 - 1. **Advertised Public Hearing Items**
 - a. **7514 Melinda Ct SE (Crystal Creek Estates PUD)**
Special Use Permit Request to allow a single-family residence to be used as a Group Child Day Care Home (7-12 children).
 - b. **Private Roads Ordinance Advisory Public Hearing**
 - 2. **Site Plan Review**
 - a. **Kamp’s Hardwoods, 6925 Dutton Industrial Park Drive SE (I-2)**
Site Plan Review for an 8,640 SF open air, all steel storage building.
 - b. **Cook’s Crossing North Phase 2**
c. Site Plan Review for Cook’s Crossing North Phase 2.
 - d. **Byron-Gaines Utility Authority (Byron-Gaines Maintenance Facility PUD)**
Site Plan Review for a 1,417 square foot addition to an existing office, an expansion of the parking lot, and the installation of a turnaround for the entrance drive.
- VII. **Unfinished Business**
- VIII. **General Discussion**
 - 1. **Election of Officers**
 - 2. **2017 Planning & Zoning Department Annual Report**
 - 3. **Discussion on Proposed Private Road Ordinance**
- IX. **Adjournment**

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Tentative Agenda

7:00 p.m. – Thursday March 22, 2018

- I. **Call to Order and Roll Call**
- II. **Consideration of Agenda**
- III. **Consideration of Meeting Minutes**
February 22, 2018 – *Regular Meeting Minutes*
- IV. **Inquiry of Conflict of Interest**
- V. **Public Comment on Non-Agenda Items**
- VI. **New Business**
 1. **Advertised Public Hearing Items**
 - a. **Meijer, 1801 Marketplace Drive SE (Gaines Marketplace PUD)**

Major Amendment to the Gaines Marketplace PUD to allow (1) a reconfiguration of the layout of the Meijer pharmacy drive-thru and (2) to redevelop a section of the parking lot in the southeast corner of the site as a Panda Express restaurant.
 - b. **Project Rapids, ~4500 68th Street SE**

Amendment to the Steelcase Large Scale Planned Unit Development (light industrial and office) as situated in parts of Sections 1 and Section 12 of Gaines Charter Township for the purpose of incorporating a street plan and final site development plan within the NE 1/4 of Section 12 and the rezoning of certain parcels of property located within the SE ¼ of Section 1 and the N ½ of Section 12 heretofore isolated by and excluded from the Steelcase PUD and presently zoned AR –Agricultural-Rural Residential.
 - c. **Public Hearing on Proposed Zoning Ordinance Amendments**

Public hearing on proposed amendments to The Gaines Charter Township Zoning ordinance. The proposed amendments will modify General Rules of Measurement relating to Lot Area, general provisions pertaining to Minimum street frontage and lot width, accessory building location with respect to private roads, Flag Lots, easements for private roads, standards pertaining to dwellings outside of manufactured home parks, site improvements for homes located inside of mobile home parks, standards pertaining to swimming pool enclosures, Commercial and industrial building height and miscellaneous definitions.
 2. **Site Plan Review**
 - a. **StoneCo Annual Operating Plan Review, StoneCo (StoneCo PUD-MR)**

Annual review of the operating plan for the StoneCo Mineral Removal Operation.
 - b. **Mi Kids Medical Office, ~7100 Kalamazoo Avenue SE (Stonewater-Crystal Springs PUD)**

Site Plan Review for a 12,247 square foot medical office building.

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VII. Unfinished Business

VIII. General Discussion

1. Discussion on Proposed Zoning Ordinance Amendments

IX. Adjournment

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Tentative Agenda

7:00 p.m. – Thursday April 26, 2018

- I. **Call to Order and Roll Call**
- II. **Consideration of Agenda**
- III. **Consideration of Meeting Minutes**
March 22, 2018 – *Regular Meeting Minutes*
- IV. **Inquiry of Conflict of Interest**
- V. **Public Comment on Non-Agenda Items**
- VI. **New Business**
 - 1. **Advertised Public Hearing Items**
 - a. **Hidden Waters Plat, 7448 Eastern Avenue SE (RL-14)**
Tentative preliminary approval for Hidden Waters, a 28 lot single-family platted subdivision with connections to Eastern Avenue & Jamie Lane.
 - 2. **Site Plan Review**
 - a. **Meijer, 1801 Marketplace Drive SE (Gaines Marketplace PUD)**
Continued discussion pertaining to a two part major amendment to the Gaines Marketplace PUD to allow (1) a reconfiguration of the layout of the Meijer pharmacy drive-thru and garden center; and (2) to redevelop a section of the parking lot in the southeast corner of the site as a Panda Express restaurant.
 - b. **Project Rapids, ~4500 68th Street SE (Steelcase PUD-LSP)**
Site plan review for a large warehouse and distribution facility within approximately 97 acres located in the NE 1/4 of Section 12.
 - c. **Micro Manufacturing, 6900 Dutton Industrial Drive SE (I-2)**
25,000 Square foot expansion of an existing precision machining services operation.
- VII. **Unfinished Business**
- VIII. **General Discussion**
 - 1. **Caledonia Township Master Plan Update**
- IX. **Adjournment**

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Tentative Agenda

7:00 p.m. – Thursday May 24, 2018

- I. **Call to Order and Roll Call**
- II. **Consideration of Agenda**
- III. **Consideration of Meeting Minutes**
April 26, 2018 – Regular Meeting Minutes
- IV. **Inquiry of Conflict of Interest**
- V. **Public Comment on Non-Agenda Items**
- VI. **New Business**
 - 1. **Advertised Public Hearing Items**
 - a. **Pine Rest Rustic Market, 389 68th Street SE (O-S)**
Special Use Permit request to allow for a 50' x 20' Tent to be located on the property for a "Tent Sale" for a period of 4 months: July 5 to October 31.
 - b. **2806 84th Street SE, Special Use Permit (A-R)**
Special Use Permit Request to allow for construction of an accessory building with a floor area of 1,200 square feet, exceeding the maximum square footage (785 SF) allowed by right in the A-R District.
 - c. **Corinth Reformed Church, 129 100th Street-Special Use Permit (A-R)**
Special Use Permit request to allow an electronic changeable copy sign at Corinth Reformed Church.
 - d. **Zoning Text Amendment**
Proposed zoning text amendments to allow: 1) monument signs for permitted commercial uses in residential zoning districts; 2) electronic changeable copy signs for permitted commercial uses in residential zoning districts.
 - e. **Everett's Landscape Management, 240 84th Street SE (A-R)**
Special Use Permit request for an electronic changeable copy sign for Everett's Landscape Management.
 - 2. **Site Plan Review**
 - a. **Panda Express, 1801 Marketplace Drive SE (Gaines Marketplace PUD)**
Continued discussion pertaining to the redevelopment of a section of the parking lot in the southwest corner of the site as a Panda Express restaurant.
 - b. **Mister Car Wash, 6700 Kalamazoo Avenue SE (C-1)**
Site Plan Review for an expansion to the existing Mister Car Wash site to allow for the addition of 9 parking stalls with vacuums and a longer queuing area.

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VII. Unfinished Business

VIII. General Discussion

IX. Adjournment

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Tentative Agenda

7:00 p.m. – Thursday June 28, 2018

- I. **Call to Order and Roll Call**
- II. **Consideration of Agenda**
- III. **Consideration of Meeting Minutes**
May 24, 2018 – Regular Meeting Minutes
- IV. **Inquiry of Conflict of Interest**
- V. **Public Comment on Non-Agenda Items**
- VI. **New Business**
- VII. **Unfinished Business**
 - 1. **Everett’s Landscape Management, 240 84th Street SE (A-R)**
Continued discussion for a special use permit request by Everett’s Landscape Management to allow a monument sign featuring an electronic changeable copy display at 240 84th Street SE.
- VIII. **General Discussion**
 - 1. **Master Plan Review**
 - a. **Review of Existing RUR-Rural Planning District (Comparison of Current Zoning to Master Plan Objectives)**
 - 2. **Solar Energy Collection Systems Review of Model Ordinance Language**
 - 3. **Discussion Relative to the Planning Commission’s Philosophy on Allowing Developers to Request “Preliminary Development Reviews”**
- IX. **Adjournment**

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PLANNING COMMISSION – REGULAR MEETING
Township Board Room - 8555 Kalamazoo Ave. S.E. Caledonia, MI 49316

Tentative Agenda

7:00 p.m. – Thursday July 26, 2018

- I. **Call to Order and Roll Call**
- II. **Consideration of Agenda**
- III. **Consideration of Meeting Minutes**
June 28, 2018 – Regular Meeting Minutes
- IV. **Inquiry of Conflict of Interest**
- V. **Public Comment on Non-Agenda Items**
- VI. **New Business**
 - 1. **Advertised Public Hearings**
 - a. **4598 84th Street SE-Special Use Permit Request (A-R)**
Special Use Permit Request to allow for construction of a 792 SF accessory building, which in conjunction with an existing building exceeds the maximum gross floor area for accessory buildings (2,400 SF) allowed by right in the A-R District.
 - b. **Discovery Church, 7245 Eastern Ave (RL-10)**
Special Use Permit request to allow an electronic changeable copy sign at Discovery Church.
 - c. **Preservation Lakes Phase 3-Tentative Preliminary Plat, 9900 Eastern Avenue (PUD)**
Approval of the preliminary plat of Preservation Lakes Estates Phase 3. Proposed development is a 27 lot single-family platted subdivision, having received prior conceptual approval within the Preservation Lakes PUD.
 - d. **Cook’s Crossing North Site Condo Phase 3 and the Townhomes at Cook’s Crossing- Final PUD Approval, (PUD)**
Final PUD Approval for Cook’s Crossing North Site Condo Phase 3 and the Townhomes at Cook’s Crossing. Proposed development consists of 19 site condominium lots and 33 townhome units.
 - e. **3250 100th Street & 10330 Hanna Lake Avenue-Rezoning (A-B)**
Request to rezone properties located at 3250 100th St & 10330 Hanna Lake Ave from A-B, Agricultural-Agri-Business to A-R, Agricultural-Rural Residential. The rezoning would lessen density restrictions for single-family homes.
 - 2. **Site Plan Review**
 - a. **Arbor Financial Credit Union Site Plan Review, 7200 Kalamazoo Avenue (PUD)**
Site plan review for a 3,600 square foot credit union.
 - 3. **Preliminary Development Discussion**
 - a. **3500 & 3540 60th Street**
Preliminary discussion pertaining to the feasibility of amending the master plan and zoning ordinance to allow multi-family housing at properties located at 3500 & 3540 60th Street SE.
- VII. **Unfinished Business**
- VIII. **General Discussion**
- IX. **Adjournment**

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Tentative Agenda

7:00 p.m. – Thursday, August 23, 2018

- I. **Call to Order and Roll Call**
- II. **Consideration of Agenda**
- III. **Consideration of Meeting Minutes**
July 26, 2018 – Regular Meeting Minutes
- IV. **Inquiry of Conflict of Interest**
- V. **Public Comment on Non-Agenda Items**
- VI. **New Business**
 - 1. **Advertised Public Hearings**
 - a. **Dutton Christian Middle School (RL-10)**
Special Use Permit request to allow an electronic changeable copy sign at Dutton Christian Middle School.
- VII. **Unfinished Business**
 - 1. **Zoning Map Amendments**
 - a. **3250 100th Street & 10330 Hanna Lake Avenue-Rezoning (A-B)**
Formal recognition of withdrawal of request to rezone the properties located at 3250 100th St & 10330 Hanna Lake Ave from A-B, Agricultural-Agri-Business to A-R, Agricultural-Rural Residential.
- VIII. **General Discussion**
 - 1. **Preliminary Review of Ordinance Amendments for Solar Energy Collection Systems**
- IX. **Adjournment**

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Tentative Agenda

7:00 p.m. – Thursday, September 27, 2018

- I. **Call to Order and Roll Call**
- II. **Consideration of Agenda**
- III. **Consideration of Meeting Minutes**
August 23, 2018 – Regular Meeting Minutes
- IV. **Inquiry of Conflict of Interest**
- V. **Public Comment on Non-Agenda Items**
- VI. **New Business**
 - 1. **Advertised Public Hearings**
 - a. **8575 Breton Avenue-Special Use Permit (A-R)**
Special Use Permit Request to establish a landscaping business with a 3,200 square foot accessory building.
 - b. **Kent County Dispatch Authority, 730 92nd Street SE (A-R)**
Site plan review for a 180 foot tall radio communication tower for the Kent County Dispatch Authority.
 - c. **Public Hearing for Ordinance Amendments for Solar Energy Collection Systems**
Public hearing to consider Zoning Text Amendments that would enable the installation of consumer scale ground-mounted and building-mounted solar energy collector units and solar energy systems within Gaines Township. Amendments also establish the locations and procedures for the review and permitting of solar collector units and solar energy systems.
- VII. **Unfinished Business**
 - 1. **Ordinance Amendments for Solar Energy Collection Systems**
Planning Commission action on Zoning Text Amendments that would enable the installation of consumer scale ground-mounted and building-mounted solar energy collector units and solar energy systems within Gaines Township. Amendments also establish the locations and procedures for the review and permitting of solar collector units and solar energy systems.
- VIII. **General Discussion**
- IX. **Adjournment**

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PRELIMINARY * AGENDA
GAINES CHARTER TOWNSHIP BOARD OF TRUSTEES
MEETING

October 22, 2018

7:00 PM

***A COPY OF THE TOWNSHIP BOARD MEETING RULES OF ENGAGEMENT CAN BE FOUND ON
THE COUNTER AT THE BACK OF THE ROOM***

Meeting called by Supervisor Rob DeWard

Attendees: Supervisor Rob DeWard, Clerk Angela Burnside, Treasurer Laurie Lemke,
Trustees Crystal Osterink, Dan Fryling, Tim Haagsma, Kathy VanderStel

CALL TO ORDER AND ATTENDANCE AT 7:00 PM

Declaration of any Conflict of Interest

Approval of Agenda

Introduction of Board and Committee members in attendance

I. Topic(s) for Discussion

- Discussion of important planning issues – formation of strategies and policies relating to the Parks and Recreation Plan, Master Plan and other Policy documents.
- Obtain direction and insight for the development of a strategy for the completion of major updates to the Township Master Plan, Parks and Recreation Plan, and Non-motorized Trail Plan.

Any interested persons are invited to attend and participate. Persons with disabilities needing any special accommodations should contact the Township offices one week prior to the meeting to request mobility, visual or any other assistance.

The next regular Township Board of Trustees meeting is November 12, 2018 – 7:00 PM

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Tentative Agenda

7:00 p.m. – Thursday, October 25, 2018

- I. **Call to Order and Roll Call**
- II. **Consideration of Agenda**
- III. **Consideration of Meeting Minutes**
September 27, 2018 – *Regular Meeting Minutes*
- IV. **Inquiry of Conflict of Interest**
- V. **Public Comment on Non-Agenda Items**
- VI. **New Business**
 - 1. **Advertised Public Hearings**
 - a. **PUD Waiver Request-6503 Sunny Spot Ct (PUD)**
A waiver from the dimensional standards of the Summer Shores PUD to allow for the construction of a 240 sq. ft. freestanding garage for the purpose of additional vehicle storage. The proposed garage would be located in an area considered to be a “front” yard, which is not permitted
 - b. **Cooks Crossing South (PUD)**
The request is for an amendment to the Cobblestone Corners PUD. The proposed amendment would allow a 142 unit single-family and attached condominium development in the southeast 40 acres of the PUD.
 - c. **StoneCo, 10175 Kalamazoo Avenue & 1560 100th Street (A-B)**
Stoneco is requesting the rezoning of approximately 43 acres of land from A-B, Agricultural/Agricultural-Business to PUD-MR Mineral removal. If approved, the rezoning would authorize the eastward extension of their existing gravel mining operations, across Kalamazoo Ave. and along the south side of 100th street.
 - 2. **Site Plan Review**
 - a. **Stonewater Medical Office, 7169 Kalamazoo Avenue (PUD)**
Site Plan Review for a 10,000 square foot medical office building.
 - b. **Heidi Christine’s Retail Building, 7100 Kalamazoo Avenue (PUD)**
Site Plan Review for a 5,267 square foot professional services business. .
- VII. **Unfinished Business**
- VIII. **General Discussion**
- IX. **Adjournment**

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Tentative Agenda

7:00 p.m. – Thursday, November 15, 2018

- I. **Call to Order and Roll Call**
- II. **Consideration of Agenda**
- III. **Consideration of Meeting Minutes**
October 22, 2018 – *Special Meeting Minutes*
October 25, 2018 – *Regular Meeting Minutes*
- IV. **Inquiry of Conflict of Interest**
- V. **Public Comment on Non-Agenda Items**
- VI. **New Business**
 - 1. **Planned Unit Development Reviews**
 - a. **Cooks Crossing South (PUD)**
Review of a resolution to the Township Board recommending approval of an amendment to the Cobblestone Corners PUD. The proposed amendment would allow a 141 unit single-family and attached condominium development in the southeast 40 acres of the PUD.
 - b. **2451 76th Street- Preliminary PUD Review**
Preliminary discussion for a proposed residential PUD encompassing 147 acres at 2451 76th Street. The PUD will contain 220 single-family homes and 94 attached condominium units.
- VII. **Unfinished Business**
- VIII. **General Discussion**
- IX. **Adjournment**

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Tentative Agenda

7:00 p.m. – Thursday, December 20, 2018

- I. **Call to Order and Roll Call**
- II. **Consideration of Agenda**
- III. **Consideration of Meeting Minutes**
November 15, 2018 – *Regular Meeting Minutes*
- IV. **Inquiry of Conflict of Interest**
- V. **Public Comment on Non-Agenda Items**
- VI. **New Business**
 - 1. **Advertised Public Hearings**
 - a. **2451 76th Street- Major PUD Amendment (RL-14 & PUD)**
Proposed residential PUD encompassing 147 acres at 2451 76th Street. The proposed PUD is to contain 220 single-family homes and 46 multi-unit buildings supporting 178 townhouse and attached condominium units.
 - b. **Proposed Zoning Ordinance Amendment for Recreational Marijuana**
Proposed zoning text amendments to prohibit marihuana establishments and facilities within the boundaries of Gaines Charter Township
 - 2. **Site Plan Reviews**
 - a. **Explorer Estates Final Preliminary Plat/Site Plan Approval, ~2326 Peerpoint Avenue (RL-10)**
Review and a recommendation of approval for a revised tentative preliminary plat consisting of 7 single-family platted lots along Peerpoint Drive SE. The plat will be created out of residual school land located north of Explorer elementary school.
- VII. **Unfinished Business**
- VIII. **General Discussion**
- IX. **Adjournment**

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