

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

DRAFT Agenda

7:00 p.m. – Thursday, January 23rd, 2025

- I. Call to Order and Roll Call**
- II. Consideration of Agenda**
- III. Consideration of Meeting Minutes**
 - a. Consideration of December 19th, 2024, Planning Commission Regular Meeting Minutes
- IV. Inquiry of Conflict of Interest**
- V. Public Comment**
- VI. New Business**
 - 1. Items not requiring a Public Hearing**
 - a. 6326, 6330, and 6338 Hanna Lake Avenue – Preliminary PUD – Authentix
 - b. Election of Planning Commission Officers
 - c. 2024 Annual Planning Report
 - 2. Public Hearings**
 - a. Zoning Ordinance Update
 - 3. Site Plan Review**
 - a. None
- VII. General Discussion**
 - 1. Leighton Township Master Plan Update
- VIII. 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.

DRAFT Minutes of the Gaines Charter Township Planning Commission

Regular Meeting held December 19th, 2024, at 7 pm

8555 Kalamazoo Ave., SE, Caledonia, MI 49316

MEMBERS PRESENT: Billips, Haagsma, Rober, Thomas, Waayenberg, Wiersema, Giarmo

MEMBERS ABSENT: None

STAFF PRESENT: Dan Wells, Community Development Director; Dakota Swan, Assistant Planner

I. CALL TO ORDER AND ROLL CALL

Chair Giarmo called the meeting to order at 7:02 PM.

II. CONSIDERATION OF MEETING AGENDA

No changes to the agenda.

III. CONSIDERATION OF MEETING MINUTES

Consideration of the November 21st, 2024, regular Planning Commission meeting minutes.

Motion: Motion by Waayenberg, supported by Rober to approve the minutes of November 21st, 2024, with corrections.

DISCUSSION: None.

AYES: Giarmo, Billips, Haagsma, Rober, Thomas, Waayenberg, Wiersema

NAYS: None

ABSTAIN: None

DECISION: Motion Carried (7-0)

IV. INQUIRY OF CONFLICT OF INTEREST

None.

V. PUBLIC COMMENT

VI. NEW BUSINESS

1. Public Hearings

a. 1627 Sunny Glen – SUP for Chickens in RL-14

No applicant or representative on behalf of this application was present, so Community Development Director Dan Wells gave an overview of this project. Wells said this request is for a Special Use Permit to allow chickens to be kept in the RL-14 zoning district; typically, keeping of non-household animals is limited to agricultural districts, but RL-14 serves as a sort of informal transitional area between the residential and agricultural districts. Although the applicants did not specify the number of chickens they intend to keep, Wells said the applicant did discuss allowances with him and agree to keep a number of chickens that is consistent with 10 per acre. The coop that the applicant intends to use is already under construction and meets all setback requirements for an accessory building in the RL-14 zoning district. Wells said that the only question regarding this request is whether approving this request would be consistent with the suburban residential zoning district, as outlined in the Master Plan. On smaller lots this request may be inconsistent or inappropriate, however, staff found that this scale seems sufficient as there is plenty of separation to mitigate nuisance from either smell or sounds, which are oftentimes the most common complaints from neighbors when a resident is keeping chickens. Wells added that the coop seems to be adequately sized for the number of chickens the applicant intends to keep, and that the visual impact of the coop on adjacent properties is anticipated to be minimal and relatively unobtrusive.

Chair Giarmo opened and subsequently closed the public hearing as nobody approached the podium to speak.

Chair Giarmo asked the Planning Commission if they had any concerns about this request, to which nobody replied.

Commissioner Haagsma stated that given the size of the property and the proximity of neighbors, he is comfortable with this request.

- MOTION:** Motion by Haagsma, supported by Waayenberg to approve the Special Use Permit with the following conditions.
1. Applicant must clarify the number of chickens they intend to keep is consistent with 10 chickens per acre.
 2. Applicant must install fencing surrounding the coop and chicken run.
 3. Only hens be kept on the property.
- DISCUSSION:** Commissioner Wiersema inquired about the distance between the side property lines and the coop; Assistant Planner Swan did a rough measurement and determined it will be approximately 30 feet from either side property line.
- AYES:** ALL
- NAYS:** None
- ABSTAIN:** None
- DECISION:** Motion Carried (7-0)

b. 520 68th Street – SP Legacy Christian Monument Sign in RL-10

Mike Tiesma of Midwest Sign Company explained that this request is for a monument sign at Legacy Christian School that features an LED message center in the RL-10 zoning district. The sign is planned to be installed in the same spot that the current sign sits.

Planner Wells explained that the sign is planned to be 48 square feet in total with an internally illuminated sign cabinet on top, and an LED message center on the bottom. The Zoning Ordinance stipulates that the LED message center may only take up 40% or less of the sign, which is satisfied by the proposed sign. Wells said that as long as the Planning Commission finds that the proposed sign is appropriate for the location and doesn't contribute any light spill to the immediate area, it should be permitted. Wells added that staff found no adverse impacts to be present with the proposed sign, and that ground mounted monument signs are fairly typical for institutional uses in the Township. Wells concluded by saying that this is a relatively straightforward request, and staff is recommending approval as presented.

Chair Giarmo opened and subsequently closed the public hearing as nobody approached the podium to speak.

MOTION: Motion by Waayenberg, supported by Rober to approve the Special Use Permit for an internally illuminated monument sign featuring an LED message center in the RL-10 zoning district.

DISCUSSION: None

AYES: ALL

NAYS: None

ABSTAIN: None

DECISION: Motion Carried (7-0)

c. 1718 68th Street – SUP for Accessory Building

Richard Latta, the homeowner and applicant for this project, explained that he is requesting a Special Use Permit to construct a 2,400 square foot accessory building for residential storage purposes. Latta explained that he is seeking a larger building to accommodate his belongings and keep them safe on his property.

Planner Wells explained that typically in the RL-10 zoning district, applicants are limited to 1,200 square feet, hence why a Special Use Permit is necessary for this request. Wells reiterated that the applicant intends to use the building for residential storage, specifically to store vehicles and hobby trains. Furthermore, there are no accessory buildings on the site. The Future Land Use Plan designates this parcel as Suburban Residential (SR); while accessory buildings are called for in the SR designation, it is undetermined whether the size of the proposed building is appropriate for the area. The proposed building is approximately two times larger than what is allowed by right, however, if the Planning Commission finds that the standards outlined in Section 20.2(D) are met, the building would be permitted.

The only significant adverse effects from this request would be visual, as the building would be seen by several neighbors to the south and east of the applicant's property. Planner Wells also mentioned that the parcel is quite small considering the size of the proposed building, which will heighten the visual impact of the building from adjacent properties and 68th Street as well. All setback requirements are met, and although it would be one of the largest accessory buildings in the immediate area, Planner Wells did mention that a similarly sized building was approved for a property also on 68th Street. Wells added that the proposed accessory building takes up approximately 6% of the total lot area, and staff is not making a recommendation on this application as the Planning Commission must deliberate on whether the size of the building is appropriate.

Wells stated that if the Planning Commission approves this request, staff would then recommend two conditions of approval; the accessory building must be architecturally similar to the home on the parcel, and sufficient screening must be implemented.

Chair Giarmo opened the public hearing.

Scott Collins of 1699 Golfside Court stated that he has no issues with this project, however, he asked the applicant to install a 6-foot-tall fence as close as possible to the property line to screen the view. Collins also discussed landscaping and ensuring that any landscaping is maintained by the applicant.

Mark Berghoff of 1749 Spring View Court SE stated that he will have a direct view of the building, and although he respects the applicants right to use his property, Berghoef would ideally like to see the building as far north on the parcel as possible so as to be minimally obstructive.

Michael Phillips of 1688 68th Street stated that he has no issue with this request and added that Latta does everything well and he is sure that Latta will meet any expectations set for the construction of the building.

Chair Giarmo closed the public hearing.

Commissioner Wiersema began discussion by inquiring with the applicant about why the building is not feasible to be closer to the house, to which Latta responded that there is a small tree line obstructing the building from going there. Latta added that when the trees are in bloom, the view is substantially screened, and that he intends to work with Everett's on a landscaping plan. Latta added that he is open to complying in whatever way his neighbors would prefer. He clarified that he intends to implement landscaping surrounding the entire building.

Commissioner Haagsma inquired about what species the applicant intends to plant, to which Latta responded that he intends to plant spruce pine trees and hydrangeas but is open to planting other preferred species to accommodate the neighbors.

Commissioner Haagsma then inquired about a drainage easement on the property and how installing fencing along the property line may be problematic, to which Latta responded that he would put it south of the creek and is willing to do whatever works. Haagsma added that he believes trees planted around the building would likely screen it just as much as anything else. Commissioner Waayenberg chimed in to add that trees get better with age, whereas fences "deteriorate like the rest of us".

Planner Wells said that in terms of plantings, he suggests the Planning Commission impose a condition that requires a certain number of trees per 10 feet, so they grow and fill in over time. Wells clarified that

the building will be quite visible while the trees grow in, however, he doesn't believe a fence should be a requirement, and instead specific landscaping requirements should be imposed.

Regarding the scale of the building, Chair Giarmo stated that it is quite large, and she would have a difficult time approving an accessory building that is larger than the house in the RL-10 zoning district no matter how many plantings are proposed.

Commissioner Rober inquired about the applicant's willingness to scale the building back, to which Latta responded that he is comfortable scaling the building back to 2000 square feet.

Commissioner Haagsma stated that if the applicant returned for Planning Commission consideration on a smaller building, he would like to see a landscaping plan, a planting plan, and where they are planned to be located.

MOTION:	Motion by Waayenberg, supported by Wiersema to postpone the Special Use Permit and allow the applicant to revise the provided site plan to depict a smaller building and landscaping plan.
DISCUSSION:	None.
AYES:	ALL
NAYS:	None
ABSTAIN:	None
DECISION:	Motion Carried (7-0)

d. 6684 Hanna Lake – Rezone Industrial-1 to Residential-3

Giovanni Tocco, the applicant for this project, explained that he is requesting a rezone from Light Industrial (I-1) to Multiple Family Residential (R-3) for 3 parcels that he is still in the process of purchasing and combining to construct a residential building with up to six units.

Planner Wells offered the Township's perspective on this request and added that Tocco is a local builder who has been working specifically on infill projects in the Township. Wells said that the three parcels in question are part of an old plat in Dutton and that the configuration is peculiar; houses on small lots line this section of Hanna Lake, and there is an industrial park to the east. Wells speculates that the plat was laid out well before zoning laws aimed to separate out uses, and he is unsure why houses on the east side of Hanna Lake were zoned for Light Industrial to begin with. The parcels in question are quite small and have not been used industrially; there are industrial uses to the south and east of the subject parcels, however everything else in the immediate area is zoned as RL-10.

Wells explained that typically when a rezoning is requested, staff refer to the Future Land Use Plan to see if the subject parcels are designated for the proposed uses; in this instance, the subject parcels are designated for industrial use. Wells added that he is unsure these parcels would ever become industrial

uses, as expansion from the industrial parcel to the east seems unlikely, and the parcels are quite small. Wells added that the Township has never received a complaint from residents about the industrial park to the east.

Chapter 7 of the Gaines Charter Township Zoning Ordinance states that the purpose of the R-3 zoning district is to provide multifamily housing, and that Tocco usually constructs duplexes, although he is considering townhomes or a small apartment building for this project, and the rezone to R-3 would allow any of these uses. Wells clarified that Tocco is aware of the Township's desire to have a single entrance, and he is considering installing an access road to provide a single entrance/ exit point to the parcel.

Wells stated that the crux of this request for the Planning Commission is to determine whether it's appropriate to put housing next to industrial uses and determine whether it's compatible with the industrial uses to the east. Although the proposed use is not called for in the Future Land Use Plan, there is flexibility provided in the Master Plan for instances as such; the question is does the Planning Commission desire more housing, or compatibility with adjacent uses. Wells said that staff couldn't make a strong recommendation on this item and is looking to the Planning Commission for deliberation and a decision.

Chair Giarmo opened the public hearing.

Andrew Bennett of 6681 Hanna Lake stated that he does not wish to live in a neighborhood with rental properties, and that he is concerned about the additional traffic the area would see, on top of already existing traffic generated from the industrial park and Dutton Christian School.

Sue VanSingel of 6691 Hanna Lake expressed that she has lived in the neighborhood for over 40 years, and she is not in favor of a rental property across the street.

Deb Erway of Bellabay Realty explained that she has had issues trying to sell these parcels; when the zoning changed to industrial, it limited the residential uses that would be permitted on this parcel. Industrial zoning has depreciated the value of the property and has created a difficult situation for the seller.

Samantha Bennett of 6681 Hanna Lake explained that she does not wish to see rental properties across the street, and would instead want to see homes for sale with the hope that other families move in.

Michelle Harmon, the realtor representing the applicant, explained that the housing being proposed would be of high quality, and that many people prefer to rent and are tenants by choice. She explained that Tocco undergoes extensive screening for prospective tenants, and that he is meticulous about how his homes are kept and how tenants behave in them.

Planner Wells added, with regard to the debate about rental vs. owned properties, that the Township does not regulate whether a property can be rented or owned, and that the Township would simply be approving what kind of building could be constructed on the property.

Chair Giarmo closed the public hearing.

Commissioner Waayenberg began discussion by stating that he would prefer these parcels to be left as I-1, and that the only other possibility would be single family homes. Planner Wells clarified that under the I-1 zoning, no new homes would be permitted to be built, however, the already existing homes could remain. Commissioner Waayenberg inquired about rezoning to a different residential zoning designation

and added that hopefully the I-1 zoning designation would attract similar uses. Planner Wells responded that given the size of the parcels, he is unsure that an industrial user would be able to feasibly do anything there, however, commercial zoning could be a possibility.

Chair Giarmo expressed that the Master Plan was updated in 2023, and if there was a desire to rezone these parcels, it would've been addressed during that process. Giarmo added that a commercial use may be a better fit here opposed to residential or industrial use. Commissioner Rober added that she cannot envision an apartment building in this location, as there is already a lot going on in the immediate area.

Commissioner Billips inquired about townhomes vs. apartments as prospective building forms, and Planner Wells clarified that the R-3 zoning district would allow for attached single family townhomes or a multifamily apartment building, and that there would be subsequent parking and landscaping requirements. Wells added that it would not be a big apartment unit and would likely feature between 6-8 units.

Chair Giarmo added that residents moving in aren't necessarily going to know that the industrial users to the east were there first; Commissioner Rober agreed and added that the industrial park could be a point of nuisance for new residents. Commissioner Wiersema added that he is not comfortable with rezoning these parcels to R-3.

MOTION:	Motion by Waayenberg, supported by Billips, to recommend denial of the rezoning request to the Township Board of trustees based on this request being generally inconsistent with the spirit of the Future Land Use Plan.
DISCUSSION:	None.
AYES:	ALL
NAYS:	None
ABSTAIN:	None
DECISION:	Motion Carried (7-0)

2. Site Plan Review

a. None

3. Items not requiring a Public Hearing

a. 7174 Martin – Adult Foster Care Facility SP for up to 12 Residents

Stephen Forkpah, the applicant for this project, explained that he is seeking a Special Use Permit to increase the capacity for the Kingdom Rest Adult Foster Care Small Group Home from 6 to 12 individuals.

He stated that the center has already received approval at the State level, and they now just need to acquire Township approval.

Planner Wells explained that this request has been on the table since August and there have been several discussions with the Township Building Inspector and Fire Marshall on this project. Wells stated that the Building Inspector and Fire Marshall have walked through the property and identified several concerns that have not been addressed. Based on the physical inspection done by the Building Inspector, it was determined that the squarefootage of the home is inadequate to accommodate 12 residents, and that the Fire Marshall also identified deficiencies in suppression and alarm systems. In terms of other standards, Wells said that the only concern would be nuisance to neighboring properties, although there have only been 3 calls to the Kent County Sherriff's Office regarding this property since 2021, and none were regarding noise. Furthermore, the residents of the center are protected under the FHA, as it is illegal to deny individuals the right to housing based on their disability or handicap, even if they behave in ways that are atypical for the neighborhood, making such concerns obsolete in the final decision. In terms of regulations pertaining to Adult Foster Care Small Group Homes, all state requirements must be met for approval to be granted, and the Township has not been provided with any details on such requirements being satisfied. Ultimately, Planner Wells explained that concerns raised by the Building Inspector and Fire Marshall must be addressed prior to approval of the Special Use Permit. Staff is recommending denial of this application until concerns raised by the Building Inspector and Fire Marshall are resolved, as there are safety and potentially square footage concerns.

Chair Giarmo expressed that she is unsure how the Planning Commission can consider this when the Building Inspector found the square footage to be inadequate to support 12 people in the residence; she explained that it is the Planning Commissions duty to ensure that residents of the Township are safe, and the Planning Commission needs Forkpah's cooperation in meeting these standards.

Furthermore, Chair Giarmo added that the State may not delve into the details as closely as the Township does, however, the Planning Commission has the obligation to inspect items such as sprinklers and alarms.

MOTION:	Motion by Waayenberg, supported by Thomas, to bring this item back up for discussion.
DISCUSSION:	None.
AYES:	ALL
NAYS:	None
ABSTAIN:	None
DECISION:	Motion Carried (7-0)

Commissioner Billips stated that to her, it does not seem as though the Planning Commission has a choice, and that it would be negligent to do anything besides deny or postpone this application.

Commissioner Haagsma inquired where this item stands in terms of State approval; Planner Wells explained that they need the Township's approval of the Special Use Permit before they finalize their approval.

MOTION: Motion by Waayenberg, supported by Thomas, to deny the Special Use Permit based on standards outlined in Section 19.8 remaining unsatisfied, and items identified by the Building Inspector and Fire Marshall being out of compliance.

DISCUSSION: Chair Giarmo recommended that the applicant work with staff to bring the identified issues up to safety code to ensure that residents are safe.

AYES: ALL

NAYS: None

ABSTAIN: None

DECISION: Motion Carried (7-0)

VII. GENERAL DISCUSSION

Recently the Township Board of Trustees has moved to make their meeting start time 6pm rather than 7pm and expressed a desire that the Planning Commission and Zoning Board of Appeals also move to 6pm; the Planning Commission was encouraged to debate this and decide whether they would like to revise their start time as well. Discussion revealed that a member of the Planning Commission would be consistently unable to arrive on time if the meeting time was revised to 6pm; subsequently, the Planning Commission unanimously discussed and decided to leave their meeting time as 7pm so as to continue to encourage full participation and include every member.

MOTION: Motion by Haagsma, supported by Rober, to keep the Planning Commission meeting time as 7pm.

DISCUSSION: None.

AYES: ALL

NAYS: None

ABSTAIN: None

DECISION: Motion Carried (7-0)

VIII. ADJOURNMENT

The meeting adjourned at 8:37 PM.

CERTIFICATION:

I hereby certify that the above is a true copy of the minutes from the November 21st, 2024, Planning Commission 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

Date: _____

Gaines Charter Township

Planning Commission Memo

Meeting Date: January 23rd, 2025

AGENDA ITEM: VI.3.a

PROPOSED REQUEST: Preliminary
Consideration for PUD Rezone and
Site Plan Review

ADDRESS: 6326-6338 Hanna Lake Ave.

PARCEL NUMBERS: 41-22-02-100-051,
41-22-02-100-053, 41-22-02-100-055

APPLICANT: Jordan Teichen, Continental Properties

FILE NUMBER: 241223JT

PROPERTY ZONING DISTRICT: RL- 10

PROPERTY SIZE: 40.6 Acres

REPORT BY: Dan Wells, Community Development
Director



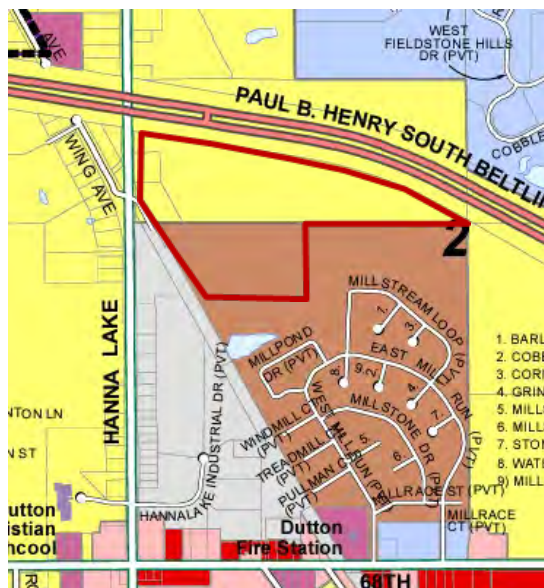
OVERVIEW

The applicant requests approval of a preliminary PUD site plan for an apartment development on Hanna Lake and adjacent to M-6. The plan includes 15 two-story twenty-four-unit apartment buildings, a club house, fitness center, pool, pet playground, pergola and fire pit. A total of 360 apartments will be built with associated surface and covered parking.

Continental Properties is a national developer and operator of multifamily communities, retail, and hospitality properties based in Menomonee Falls, Wisconsin. Since its inception in 1979, Continental Properties has developed over 129 apartment communities encompassing more than 34,000 apartment homes in 19 states. They have previously developed several projects in the Grand Rapids area and currently have a purchase agreement in place for the property.

Surrounding zoning:

	NORTH: M-6	
WEST: Hanna Lake/RL-10	SUBJECT PARCEL: RL-10/RL-14	EAST: M-6
	SOUTH: R-4 Mobile Home Park	



ZONING LEGEND

	A-B, Agricultural/Argi-Business
	A-R, Agricultural/Rural-Residentia
	RL-10, Residential
	RL-14, Single Family Residential
	R-3, Multiple Family Residential
	R-4, Mobile Home
	O-S, Office Service
	C-1, Neighborhood Commercial
	C-2, General Commercial
	PUD, Planned Unit Development
	I-1, Light Industrial
	I-2, Heavy Industrial
	PUD-LSP, Large Scale Plan
	PUD-MR, Mineral Removal

ELIGIBILITY CRITERIA

Staff believes the project is generally eligible for PUD review based on the materials submitted. However, the Planning Commission and Township Board must find that the project will result in a recognizable benefit to the Township to approve the PUD and rezoning. One owner will control the project.

PROCESS

Review of the PUD application is subject to the following process:

1. Preliminary PUD plan review and Planning Commission approval based on Section 11.1
2. Final PUD plan review based on Section 25.3 and a public hearing held by the Planning Commission
3. Recommendation concerning the final PUD plan and rezoning by the Planning Commission through a resolution and draft ordinance
4. Review by the Township Board at first reading
5. Review, public hearing, and approval of the final PUD plan and rezoning by the Township Board at second reading

SUBMITTAL REQUIREMENTS

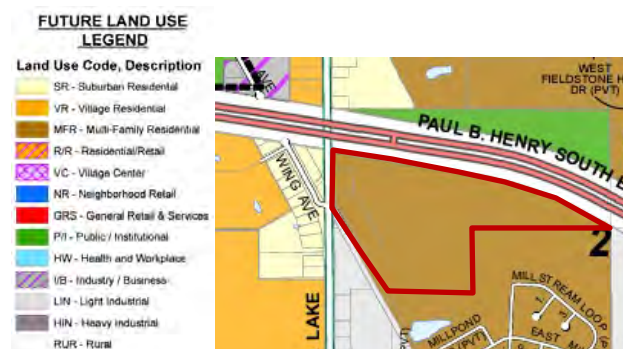
The applicant provided a complete application with fees. A preliminary PUD plan was provided, along with a project narrative, and proposed building elevations for review. The applicant has primarily satisfied the requirements of Section 10.5 Preliminary Plan - Submittal Requirements.

PUD STANDARDS OF REVIEW

The preliminary PUD request has been reviewed using the applicable review standards of Section 11.1, Planned Unit Development - General Review Standards. Additional information is included over the following pages concerning review considerations and standards.

A. Consistency with Master Plan and Zoning Ordinance: *The Planned Unit Development must further the goals and objectives of the Township Master Plan and must be consistent with it. It must also be consistent with the intent and purpose of this Zoning Ordinance.*

Meets Standard. The parcel is currently zoned Residential-10 and Residential-4 (Mobile Home). The Future Land Use map designates this parcel as Multi-Family Residential. The reason for the PUD is that “Section 7.3 Development Standards for the R-3 Zoning District” only allow 16-unit buildings, and the developer desires to build 24-unit buildings. Most recent apartment complexes in the Township have used 24-unit buildings including River Birch and Brewer Park Apartments, so it is not out of the ordinary at this point.



B. Aesthetics: The Planned Unit Development must be aesthetically pleasing and be an integrated development with respect to building facades, building materials, landscape and berming, noise and visual screening mechanisms, and signs. It should contribute to creating a distinctive attractive community with a strong sense of place.

Meets Standard. The apartment buildings are two-story and utilize a modern farmhouse architectural style. Facades have good texture due to offset walls and detailing, and rooflines are stepped to eliminate monotony. Doorways are covered with awnings. The color palette is subdued using grays and white trim.

Staff's suggests that the name "Authentix" doesn't fit well with the Dutton area and could be improved with consideration of local references. Site layout is somewhat generic; apartment blocks surrounded by drive aisles and two rows of parking. This is driven by site topographic constraints to some degree, but a more creative "boulevard" layout may be possible.

C. Compatibility with Adjacent Uses: The Planned Unit Development must be compatible with surrounding uses. Efforts must be made to reduce any adverse effects on surrounding uses.

Meets standard. The surrounding uses are predominantly residential, with wooded portions of Dutton Mill Village to the south. M-6 is immediately to the north. The complex is well buffered from any single-family homes.

D. Density: The density requirements of the proposed Planned Unit Development shall be based on the underlying land use district in the Master Plan. The Township Board, upon recommendation of the Planning Commission, may vary the density requirements if doing so would result in a development that better achieves the intent of the Master Plan.

Meets standard. The project consists of 360 units on 40.6 acres, which is a density of approximately 8.9 units per acre. The Master Plan states that "densities are expected to range from 10-20+ units per acre" for Multi-Family Residential use, so this project falls under that.

E. Traffic: The Planned Unit Development shall be designed to minimize the effect of traffic generated by the proposed development on surrounding uses. Consideration should be given to: 1. The amount and type of traffic generated by the proposed project and capacity of existing and proposed streets to safely absorb that additional traffic. Whether the streets and pedestrian walkways within each project are designed to facilitate safe pedestrian and vehicular traffic flow patterns. 3. All points of ingress and egress to the project shall be located and designed to maximize safety.

Meets standard. Within development, the driveway and sidewalk network provide efficient pedestrian and vehicle circulation and connection, and the Fire Marshall will evaluate the circulation network for emergency vehicle access. Sidewalks will also be extended along Hanna Lake Avenue across the parcel frontage which will connect sidewalks from M-6 to 68th Street.

Parking appears to be adequate for residential use, but specific counts of spaces per unit are not broken down. This will need to be provided during site plan review.

The Kent County Road Commission will evaluate ingress & egress points on to Hanna Lake Avenue.

The increase of 360 residential units on the parcel will certainly increase traffic on Hanna Lake. The Planning

Commission may consider whether a traffic analysis is warranted considering recent development in the Dutton area.

F. Protection of Natural Environment: Each project shall be designed to minimize adverse effects on the environment. Special emphasis shall be placed on maintaining the quality of air, soils, groundwater, streams, wetlands, and rivers.

Meets standard. There is a permanent tributary stream to Plaster Creek (AKA Anderson Drain) that cuts across the site and has associated wetlands. Wetlands are also located at the east end of the site. These areas will be subject to EGLE oversight and permitting as a bridge crossing will need to be built across the creek.

Areas to be developed have generally been previously cleared since the parcel has historically been used for cattle pasture. On this note, some kind of active vegetation management should be undertaken in undeveloped areas so that former pasture lands don't become choked with invasive weeds.

G. Schools: Whether a project can be served by existing schools and school related facilities and the impact upon schools if the property is developed in accordance with the Planned Unit Development plans or in accordance with the conventional zoning district requirements shall both be considered. In addition, streets and pedestrian walkways shall be designed and located in any project to facilitate the ability of students to make the best and safest use of existing schools and school related facilities.

Meets standard. This site is located within the Caledonia School District. This area is one of a limited number of areas targeted for increased residential density, and it is acknowledged that areas planned for increased numbers of residents will have some level of impact on school enrollment.

The Caledonia School District does provide bussing for students, and provisions should be made to design internal streets with adequate and safe pick up/drop off points.

H. Public Facilities: The Planning Commission shall consider the impact a project will have on: 1. Public safety and protection services. 2. Water and sewer facilities. 3. The costs for such services. Each project shall be designed and located so as to facilitate use of, access to, or the logical expansion or extension of existing facilities in order to minimize any adverse financial or other impact upon the Township and to promote public health and safety.

Meets standard. The applicant has provided adequate information for this stage of PUD review and will be responsible for utility connection fees and utility construction costs. Initial review comments from the Township Engineer and Fire Department should be considered during the preliminary plan review, and adjustments made to the site plan prior to final site plan review to address any concerns.

I. Water, Sewer, and Drainage Systems: A Planned Unit Development shall be served by a public or private water and sanitary sewer systems. The Kent County Health Department and/or the Township Engineer must approve the systems. A PUD shall also have a drainage system for surface water run-off which the Kent County Drain Commission and / or the Township Engineer must approve.

Meets Standard. Water and sewer facilities are available for connection in the Hanna Lake roadway, and the site plan indicates stormwater retention facilities in the site. The Township Engineer will conduct an initial assessment of the preliminary PUD plan. The applicant will be required to comply with all the requirements of the Township Engineer during the final site plan review.

J. Open Space: The Planning Commission and Township Board should consider whether the PUD permanently preserves significant amounts of open space or significant natural features. The Township Board may require, upon recommendation of the Planning Commission, that natural amenities such as, but not limited to, ravines, rock outcrops, wooded areas, tree or shrub specimens, unique wildlife habitat, ponds, streams, and wetlands be preserved as part of the open space system.

Meets Standard. A significant portion of the parcel will remain undeveloped along the creek and at the eastern end of the property. These areas should be made accessible for passive or active recreation as amenities, whether private or public. At least some of the facilities should be ADA accessible.

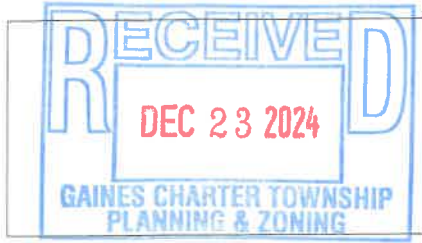
One issue that the developer should address is that there are no public outdoor amenities at the south end of the development.

K. Non-Motorized Transportation Network: Projects within an identified trail network corridor may be required to construct a portion of the trail.

Meets standard. Hanna Lake Avenue is planned for sidewalk connection between 60th and 68th Streets in the 2010 Nonmotorized Transportation Plan Phase II Map. This project will complete that connection from 68th to M-6, but it remains unconnected from M-6 to 60th.

STAFF RECOMMENDATION

Staff recommends that the Planning Commission reviews the application, provides feedback, and approves the conceptual site plan. The applicant should address concerns raised during Planning Commission deliberations and address them prior to final site plan review.



FILE NO.

241223JT

8555 Kalamazoo Avenue SE • Caledonia MI 49316
Ph: 616 698-6640 • Fax: 616 698-2490
www.gainestownship.org

Application for Zoning Ordinance Amendment/Rezoning

Project Address	6326, 6330 & 6338 Hanna Lake Ave, SE Caledonia, Kent County, MI 49316		
Owner Name	Vernon C. & Linda M. Verduin		
Owner Address	Street Address 3291 60th Street	City, State, Zip Caledonia, MI 49316	
Parcel Number(s):	41-22- 02-100-051	41-22- 02-100-053 & 41-22-02-100-055	
Description of Proposed Project/Use	360 unit multifamily community		

Applicant/Contact	Continental 870 Fund LLC / Jordan Teichen		
Applicant/Contact Address	Street Address W134 N8675 Executive Parkway	City, State, Zip Menomonee Falls, WI 53051	
Contact Info	Home / Office / Cell 414-534-4323	E-Mail jteichen@cproperties.com	

"I" hereby certify to the correctness and knowledge of the information submitted and hereby agree to comply with the terms and requirements of all applicable Township ordinances. I also grant Township staff permission to enter onto the subject property in review of this application.

Signature	Jordan Teichen 2024.12.18 10:44:05-06'00'
-----------	--

Please complete the appropriate Worksheet as part of your application packet (see Staff for more information) for:
Planning Commission, Zoning Board of Appeals requests, Land Divisions, Combinations or Lot Line Adjustments.

Township Use Only

Current Zoning District:	RL-14	RL-10	R-3	R-4	C-1	C-2	O-S	I-1	I-2	PUD	A-R	A-B
One / Two Family Construction	☐	Zoning Board of Appeals	☐	Planning Commission	☐	Land Combination	☐					
Site Plan Review	☐	Rezoning / PUD Rezoning	☒	PUD Amendment	☐	Land Division	☐					
Subdivision / Site Condo Review	☐	Special Use Permit	☐	Lot Line Adjustment	☐							
Other:												
Approved	☐	Approved with Conditions	☐	Denied	☐	Withdrawn	☐					
Zoning Administrator:							Date:					



AUTHENTIX

A multifamily residential development



CONTINENTAL 870 FUND LLC
W134 N8675 Executive Parkway, Menomonee Falls, WI 53051

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List of Enclosures

- A. Michigan Portfolio Map
- B. Site Plan
- C. Architectural Elevations & Floor Plans

Introduction

Continental Properties Company, Inc. is a national developer, owner, and operator of Class-A, market rate rental housing communities. Continental Properties is privately held and based in Menomonee Falls, Wisconsin. To date, Continental has developed over 35,800 homes across 131 communities in 20 different states, including 1,765 homes in Michigan, either under construction, in lease-up or stabilized. See enclosed '**Portfolio Map**' for details.

Continental's success stems from its vertically integrated team, focused on exceptional market research, product design & development, construction oversight, property management, customer experience, and portfolio management.

On behalf of Continental Properties Company, Inc., Continental 870 Fund LLC ('**Continental**') is proposing a 360-unit Authentix branded multifamily community in Gaines Charter Township. Authentix communities are developed, owned and operated by Continental Properties, and offer attainable housing without sacrificing premium finishes and amenities.

Community Overview

Community Introduction

Continental is in final negotiations regarding a purchase and sale agreement with Vernon & Linda Verduin to acquire approximately 40 acres southeast of the intersection of M6 & Hanna Lake Avenue, with plans to develop a market-rate multifamily community ("Authentix"). See enclosed '**Site Plan**' for details.

Residents of Authentix communities across Continental's portfolio have a median household income of \$78,000 with an average household income of \$91,757. Renters, predominantly aged 20-34, value shared amenities, open-concept layouts, and a community-oriented design.

The proposed community will feature 15 two-story residential buildings, offering a mix of studio, 1-, 2-, and 3-bedroom open concept apartments, a clubhouse, and various additional amenities.

Community Amenities

The community will include:

- A clubhouse open 7 days a week, featuring a large gathering room, 24-hour fitness center, kitchen, coffee bar, and an on-site property management and leasing office.
- A resort-style pool and sundeck adjacent to the clubhouse.
- Open spaces, natural landscaping, community gathering areas and an abundant network of internal walkways that enhance pedestrian connectivity and encourage neighbor interactions.
- Pet-friendly amenities, including a pet washing station and two fenced pet playgrounds.

Design Standards

The proposed architectural design offers a unique layout within the multifamily sector, featuring direct access to each home, with private, secured stairwells to each second-floor home. High-quality roofing materials, varied siding orientations, abundant glazing, and architectural

articulation create a visually appealing and cohesive community. All ancillary structures, including the clubhouse, maintain the same design quality and language.

Siding materials will consist of fiber cement for the clubhouse and high-quality vinyl for the residential buildings and auxiliary structures. Each unit, ranging from studios to three-bedrooms, includes ample glazing to ensure abundant natural light and optimize passive solar heating and cooling. See enclosed '**Architectural Elevations & Floor Plans**' for details.

Environmental Impacts

The site plan prioritizes the preservation of on-site natural resources. A preliminary wetland delineation identified approximately 6 acres of wetlands. The development plan minimizes wetland impacts, limiting disturbances to those necessary for the drain crossing. Additionally, existing trees and vegetation adjacent to the Anderson Drain will be preserved during construction. Continental has engaged a reputable local wetland consultant to assist with obtaining the required County and State permits for the proposed wetland impacts.

Utilities & Storm Drainage

Water: An existing 16" water main on the west side of Hanna Lake Avenue will provide water service. New 8" looped mains will tap into this line at two points, crossing Hanna Lake Avenue and the Anderson Drain to serve the eastern portion of the site.

Sanitary Sewer: The east side of the site will connect to an existing 30" trunk line east of the Anderson Drain. The west side will connect to an existing 8" main in Hanna Lake Avenue.

Storm Drainage: Stormwater from the site will be directed towards the detention basins indicated on the plan using storm sewer, sheet flow, and shallow swales. The detention basins will be designed per Kent County standards.

Method of Financing

Continental is well capitalized and will finance the proposed development through a combination of debt and equity.

Equity: Continental recently closed its third real estate development fund, securing \$210 million. A portion of this capital will be invested in the proposed community.

Debt: Continental has established relationships with over 30 lenders nationwide. In 2024, Continental secured approximately \$625 million in construction debt, including over \$100 million for communities currently under construction in Michigan.

Construction Timing

Construction is expected to start after Continental closes on the land in October, 2025 and will proceed in a single phase. The clubhouse will be completed by September 2026, approximately 11 months after breaking ground. The first residential building will be ready for occupancy in October 2026, with subsequent buildings turning over monthly, aiming for substantial completion by June 2027.

Public Benefit

Essential Housing

As identified in the Township's Master Plan, Gaines Township anticipates a population increase of approximately 15,000 residents over the next 20 years, requiring 4,000-5,000 new homes. With 360 units, the proposed development contributes significantly to meeting this need.

Social Gathering Spaces

The community will foster interaction with amenities such as the clubhouse, fitness center, pool, pet playgrounds, and ample open space with programming that includes a pergola and fire pit.

Conservation & Preservation of Natural Resources

The Anderson Drain and approximately 6 acres of wetlands exist on the site. The site's layout was thoughtfully designed to limit wetland and drain impacts, preserving the land's natural features. Of the 6-acres of existing wetlands, the proposed project disturbance area will be no more than 0.75 acres.

Public Infrastructure

This development will include a public sidewalk extension along Hanna Lake Ave, of approximately 450 feet, enhancing pedestrian connectivity to the south to 68th Street.

Total Economic Contribution

The community will bring a total estimated economic impact of over **\$218.1 MM** to Gaines Charter Township and the overall economy through construction, operation, and resident spending.

Tax Revenue

With new construction and household creation the combined sales, real estate, and income tax revenue represents an estimated annual contribution of **\$3.71 MM**.

Job Creation

Continental's proposed community will support a total of 889 jobs over the course of development, construction, operation and resident spending. Additionally, Continental will create 4 jobs on-site for management of the community.

Resident Spending

With fewer expenses than typical homeowners and substantial disposable incomes, residents are estimated to contribute **\$23.2 MM** annually to the local economy, or about **\$66,663** per household in the form of expenditures on goods and services in the area.

Conclusion

Continental appreciates the opportunity to join the Gaines Township community and looks forward to collaborating with municipal stakeholders on this development. With the continued growth of this submarket, this community is expected to help meet the demand for rental housing and serve as a core component of the residential living environment within the larger Grand Rapids metro area.



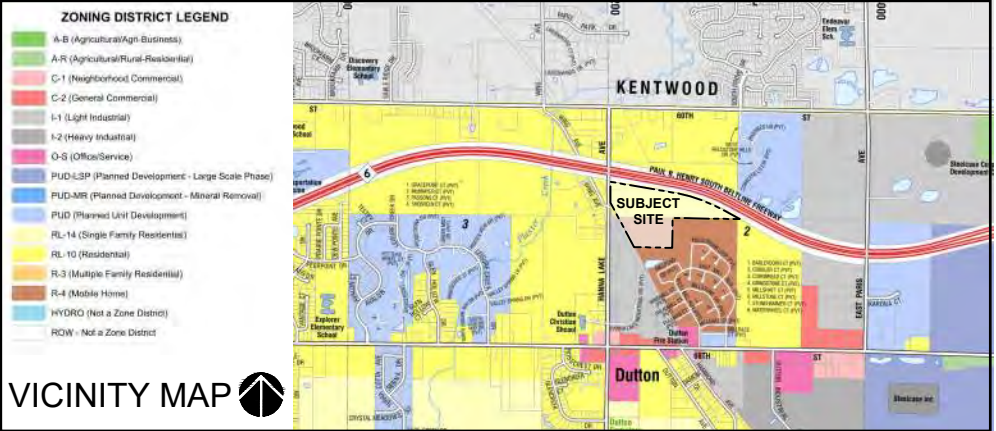
PORTFOLIO MAP - MICHIGAN



- LEGEND**
- 1 CLUBHOUSE
 - 2 DOUBLE-SIDED MONUMENT SIGN
 - 3 MAIL KIOSK
 - 4 PET PLAYGROUND (4,663 SF)
 - 5 TRASH ENCLOSURE
 - 6 DRAIN CROSSING
 - 7 PET PLAYGROUND (6,940 SF)
 - 8 GROUNDS BUILDING
 - 9 FIRE PIT
 - 10 PERGOLA

SITE DATA

UNITS	DENSITY	TOTAL SITE AREA
360	8.86 D.U. / AC.	40.63 ACRES
SURFACE PARKING	COVERED PARKING	TOTAL PARKING
640	56	696



PRELIMINARY SITE PLAN



BOARD & BATTEN



BOARD & BATTEN



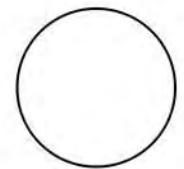
FLAT PANEL



ROOF



DOORS

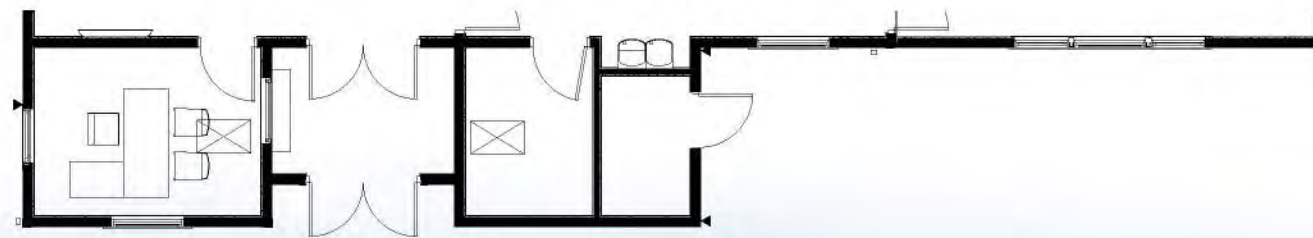


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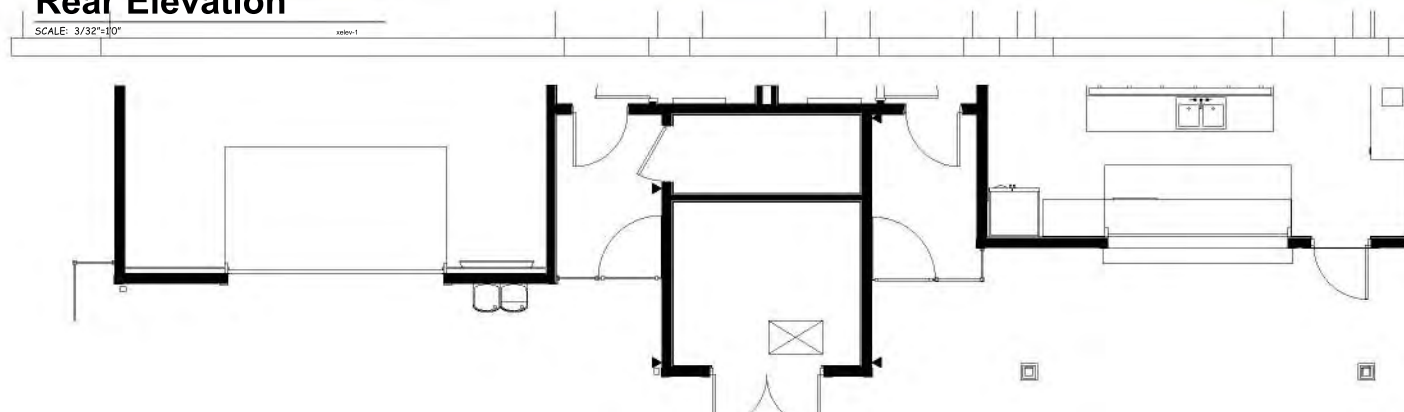
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Rear Elevation

SCALE: 3/32"=1'0" elevation 1





BOARD & BATTEN



BOARD & BATTEN



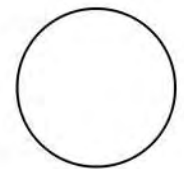
FLAT PANEL



ROOF



DOORS

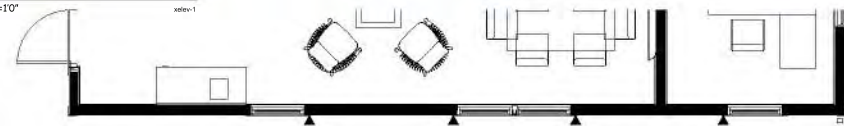


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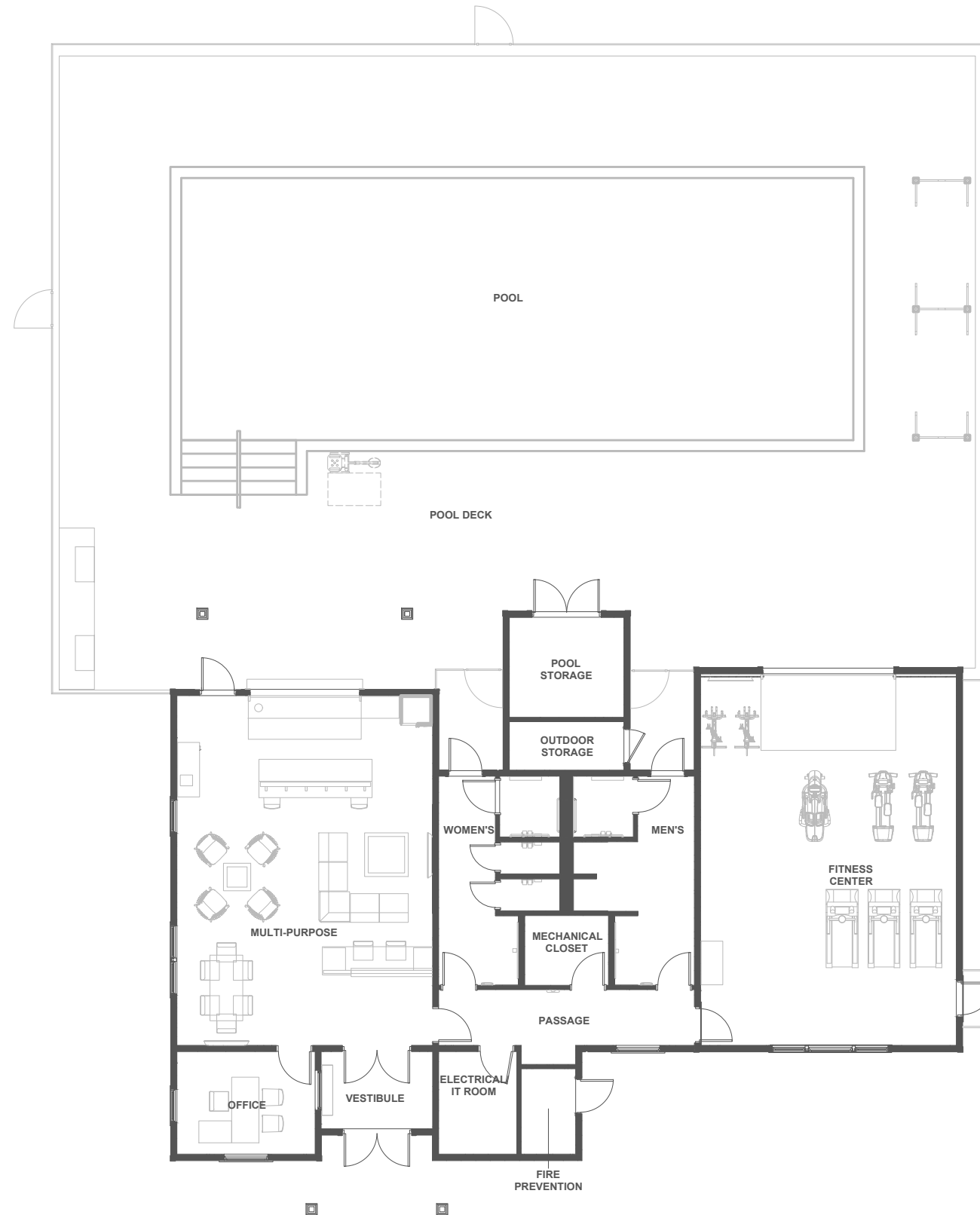
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Right Elevation

SCALE: 3/32"=1'0"



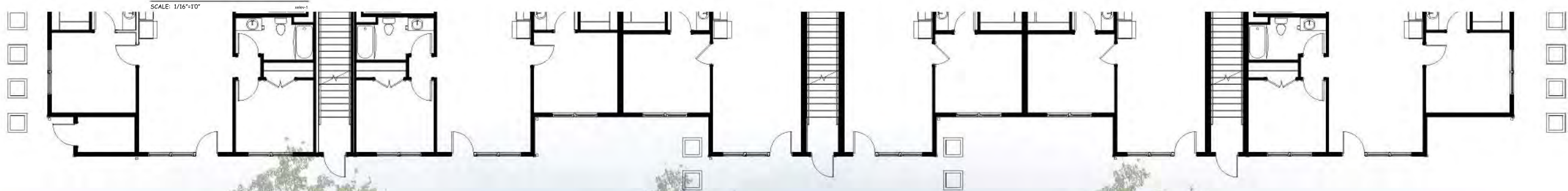


CLUBHOUSE FLOOR PLAN

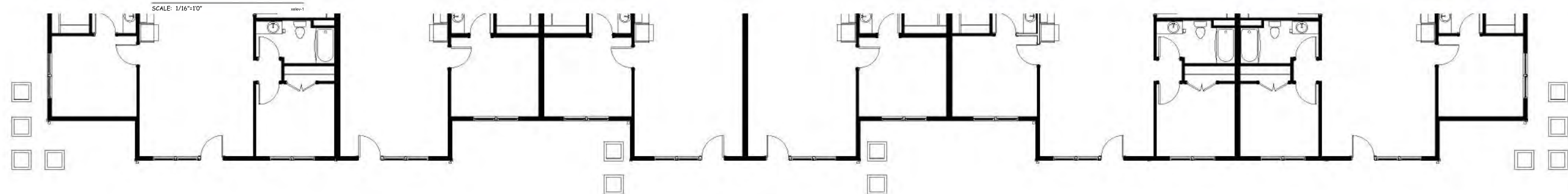
- BOARD & BATTEN 1
- BOARD & BATTEN 2
- LAP SIDING 1
- LAP SIDING 2
- ROOF
- DOORS
- TRIM



Front Elevation



Rear Elevation

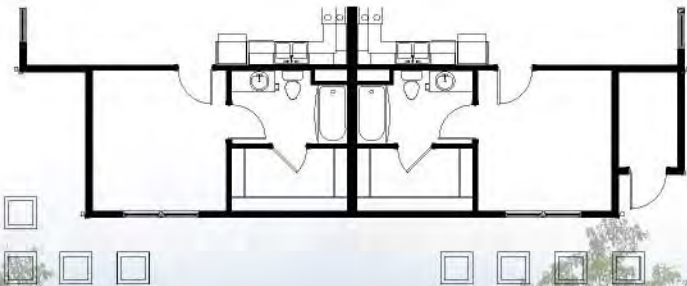


- BOARD & BATTEN 1
- BOARD & BATTEN 2
- LAP SIDING 1
- LAP SIDING 2
- ROOF
- DOORS
- TRIM



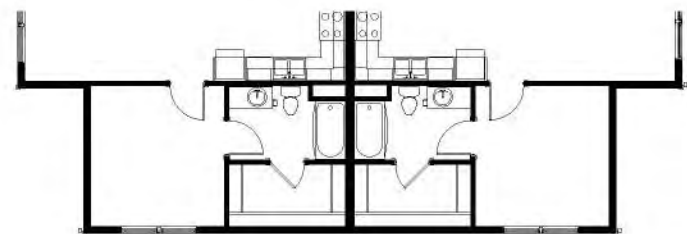
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Right Elevation

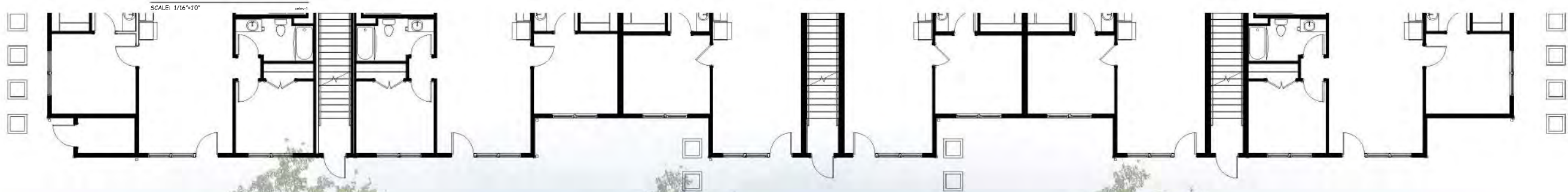
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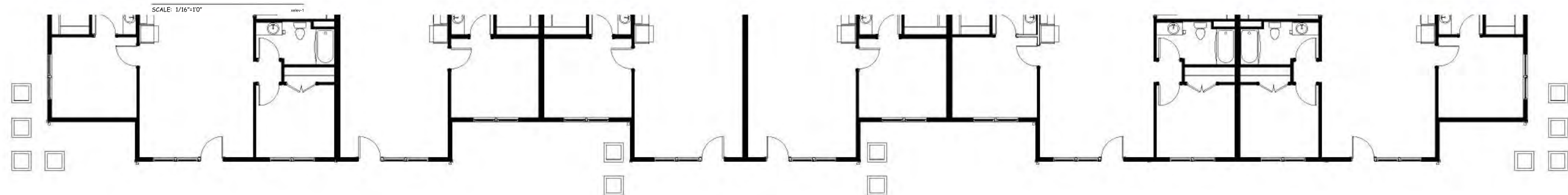
- BOARD & BATTEN 1
- BOARD & BATTEN 2
- LAP SIDING 1
- LAP SIDING 2
- ROOF
- DOORS
- TRIM



Front Elevation



Rear Elevation

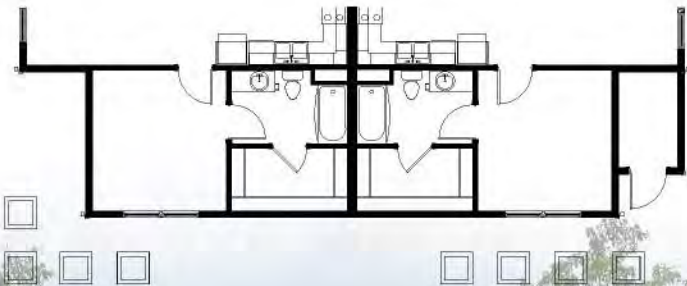


- BOARD & BATTEN 1
- BOARD & BATTEN 2
- LAP SIDING 1
- LAP SIDING 2
- ROOF
- DOORS
- TRIM



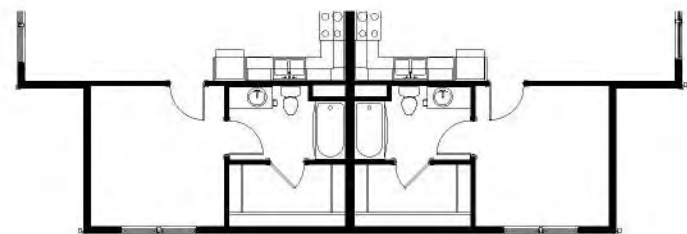
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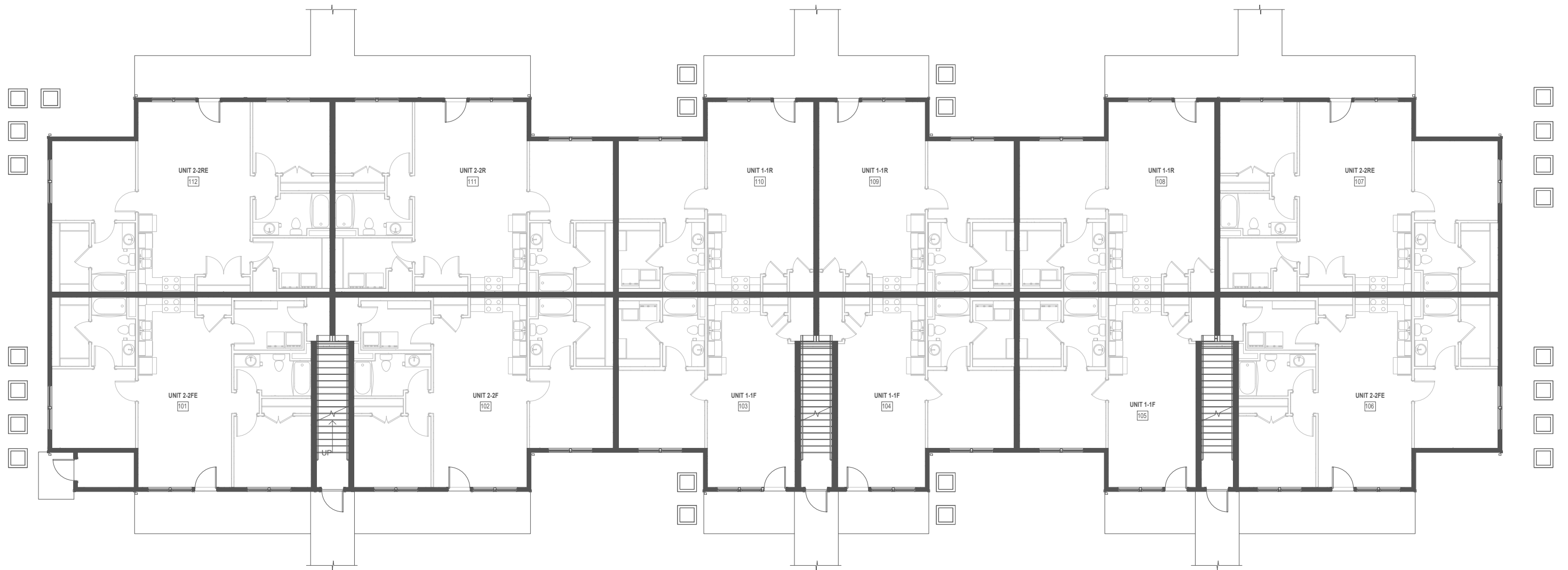
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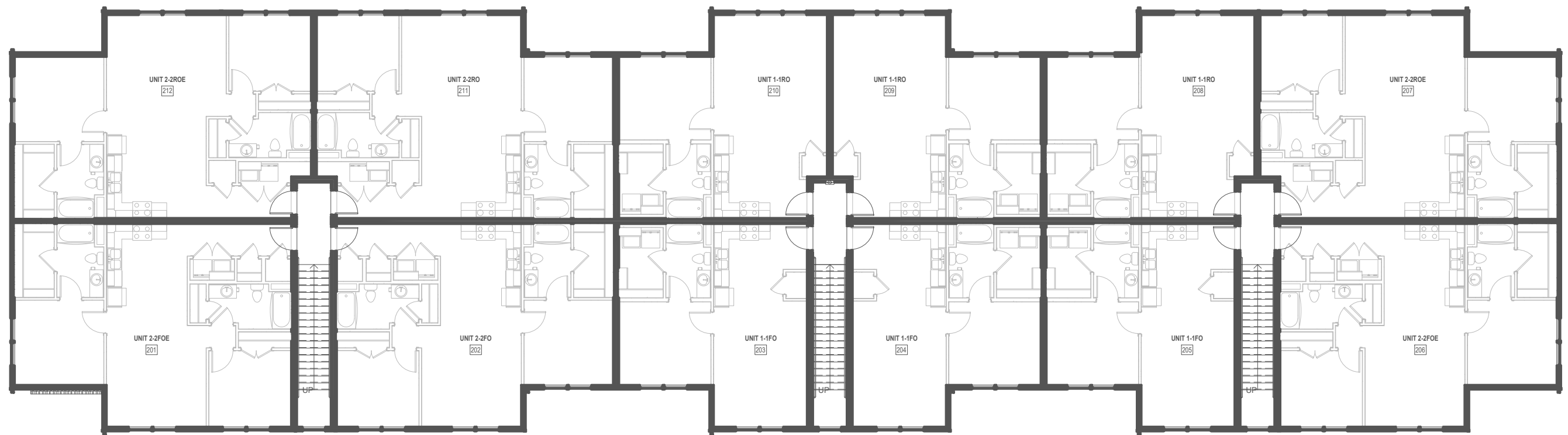
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RESIDENTIAL BUILDING FLOOR PLAN - TYPE A - FIRST FLOOR



RESIDENTIAL BUILDING FLOOR PLAN - TYPE A - SECOND FLOOR





BOARD & BATTEN 1



BOARD & BATTEN 2



LAP SIDING 1



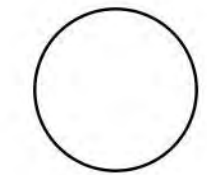
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ROOF



DOORS

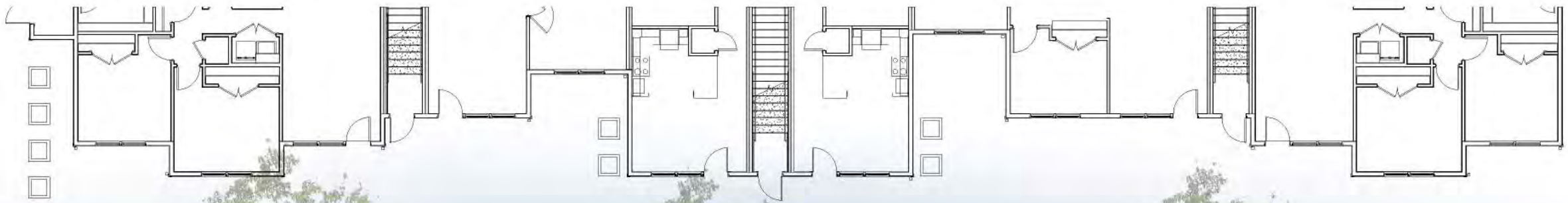


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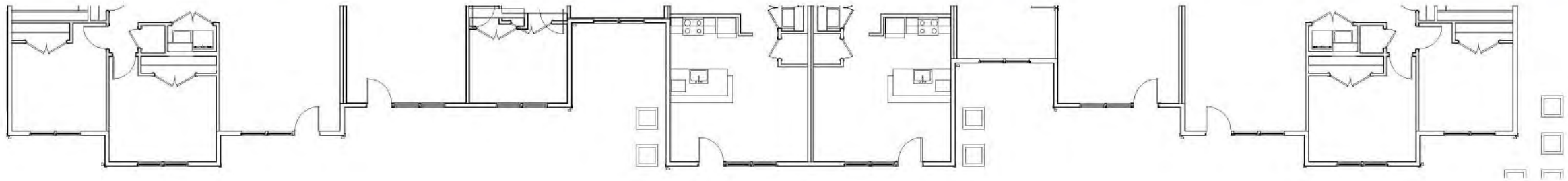
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Rear Elevation

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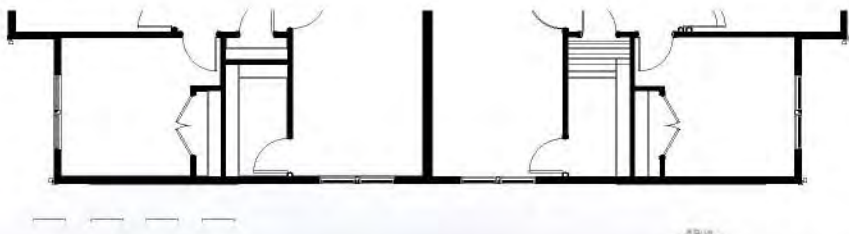


- BOARD & BATTEN 1
- BOARD & BATTEN 2
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- LAP SIDING 2
- ROOF
- DOORS
- TRIM



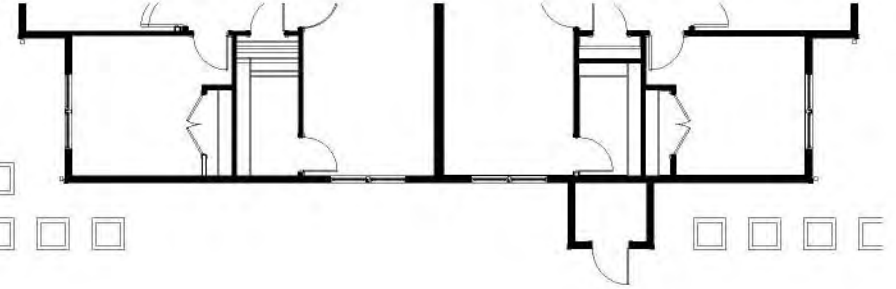
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Right Elevation

SCALE: 1/16"=1'-0" xref=1





BOARD & BATTEN 1



BOARD & BATTEN 2



LAP SIDING 1



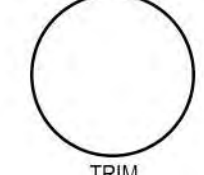
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ROOF



DOORS

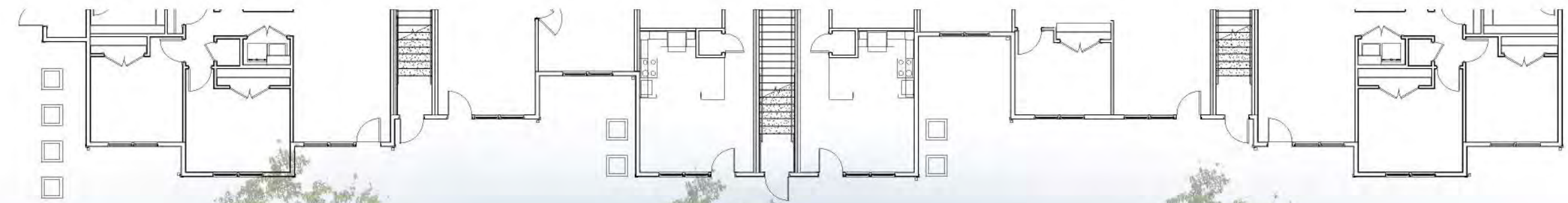


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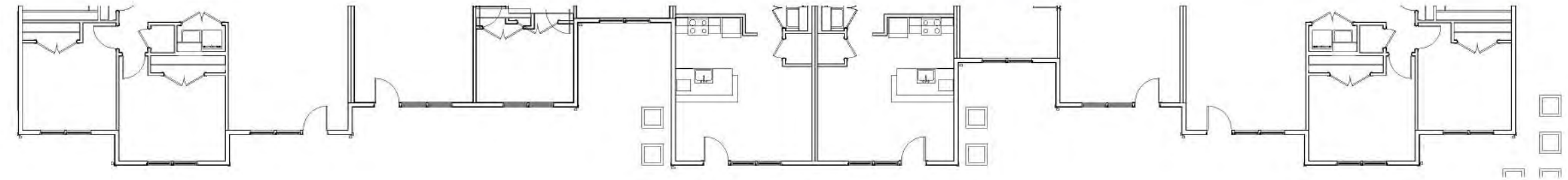
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Rear Elevation

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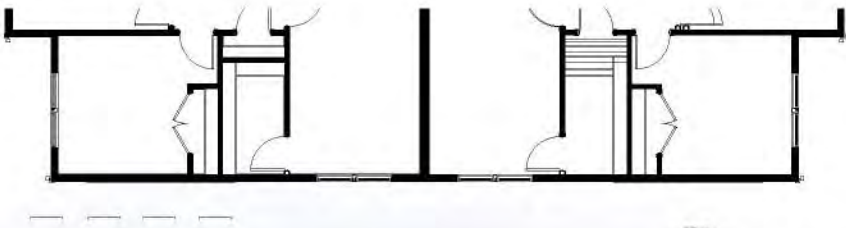


- BOARD & BATTEN 1
- BOARD & BATTEN 2
- LAP SIDING 1
- LAP SIDING 2
- ROOF
- DOORS
- TRIM



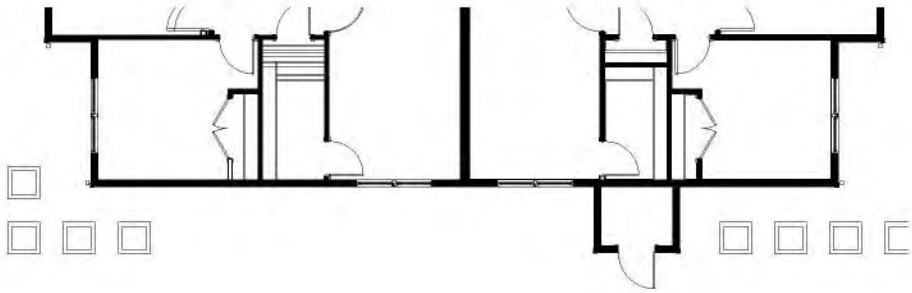
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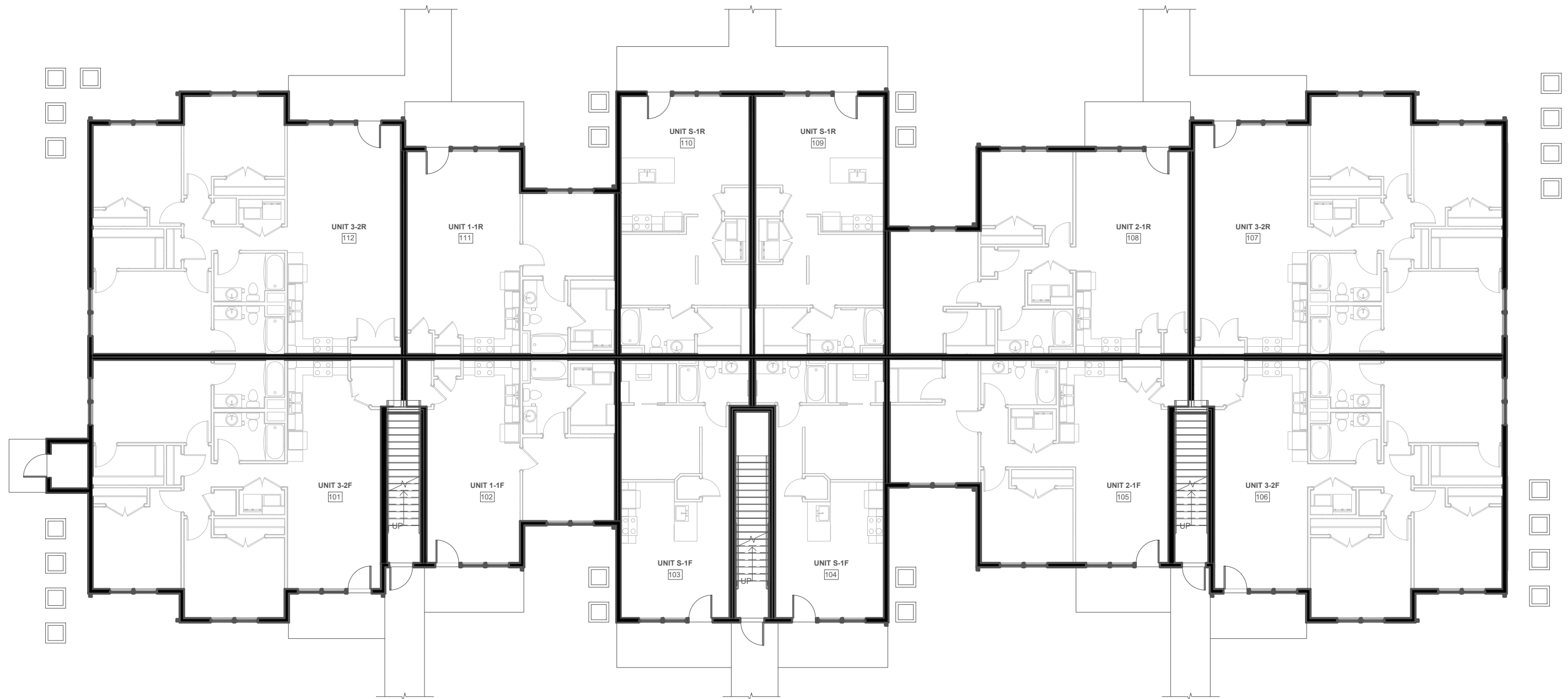
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Right Elevation

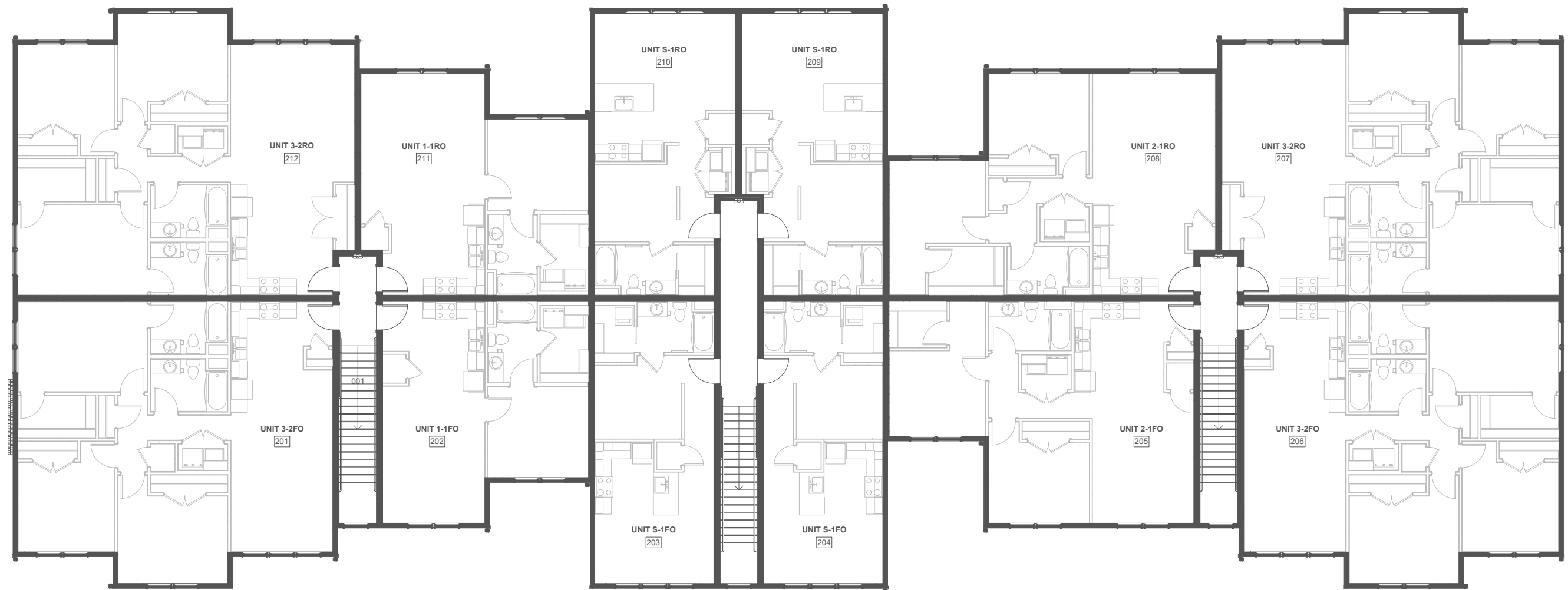
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RESIDENTIAL BUILDING FLOOR PLAN - TYPE B - FIRST FLOOR





RESIDENTIAL BUILDING FLOOR PLAN - TYPE B - SECOND FLOOR



Front Elevation

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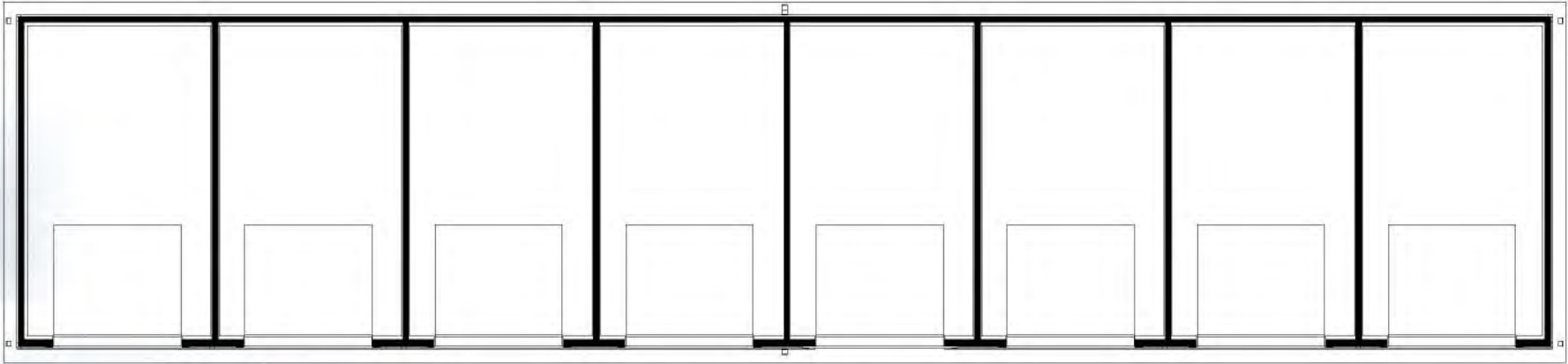


Left Elevation

SCALE: 3/32"=10" sheet-1

Right Elevation

SCALE: 3/32"=10" sheet-1



Floor Plan Elevation

SCALE: 3/32"=10" sheet-1



Rear Elevation

SCALE: 3/32"=10" sheet-1



8 CAR DETACHED GARAGE



Front Elevation
SCALE: 3/32"=10' sheet 1

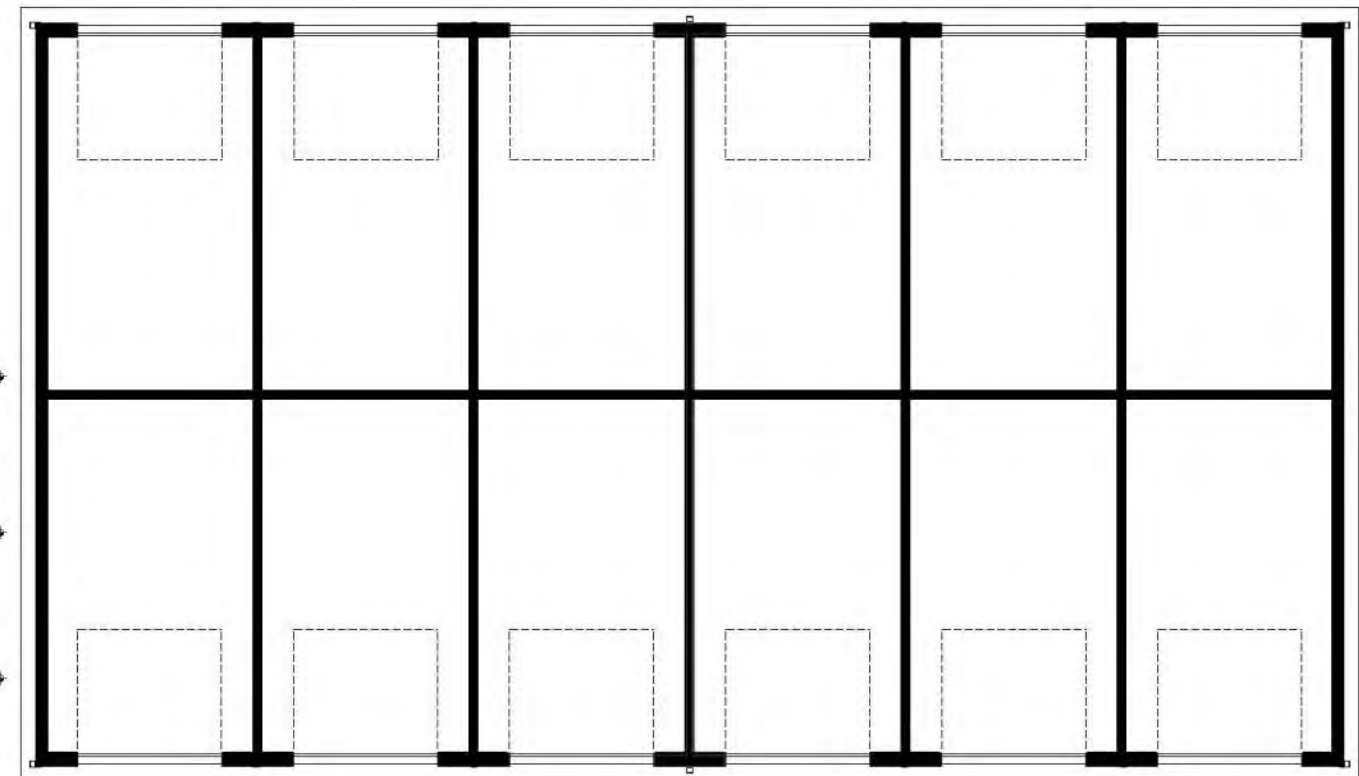


Left Elevation
SCALE: 3/32"=10' sheet 1

Right Elevation
SCALE: 3/32"=10' sheet 1



Rear Elevation
SCALE: 3/32"=10' sheet 1



Floor Plan Elevation
SCALE: 3/32"=10' sheet 1



12 CAR DETACHED GARAGE



Front Elevation

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Left Elevation

SCALE: 3/32"=10' xdbv-1

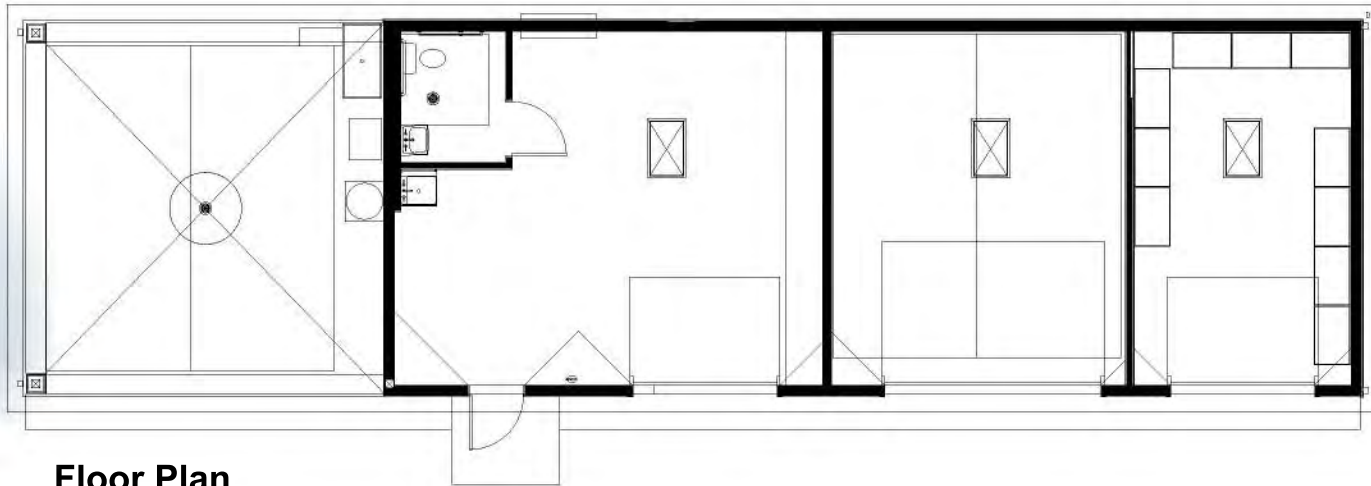
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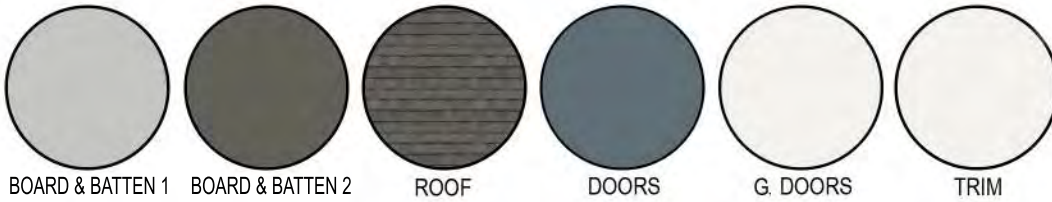
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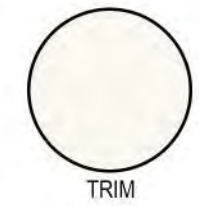
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Floor Plan

SCALE: 3/32"=10' xdbv-1





Front Elevation

SCALE: 3/32"=1'0" x88w-1



Right Elevation

SCALE: 3/32"=1'0" x88w-1



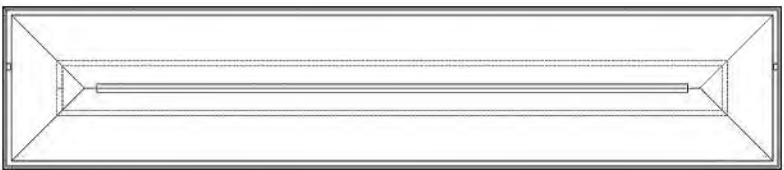
Rear Elevation

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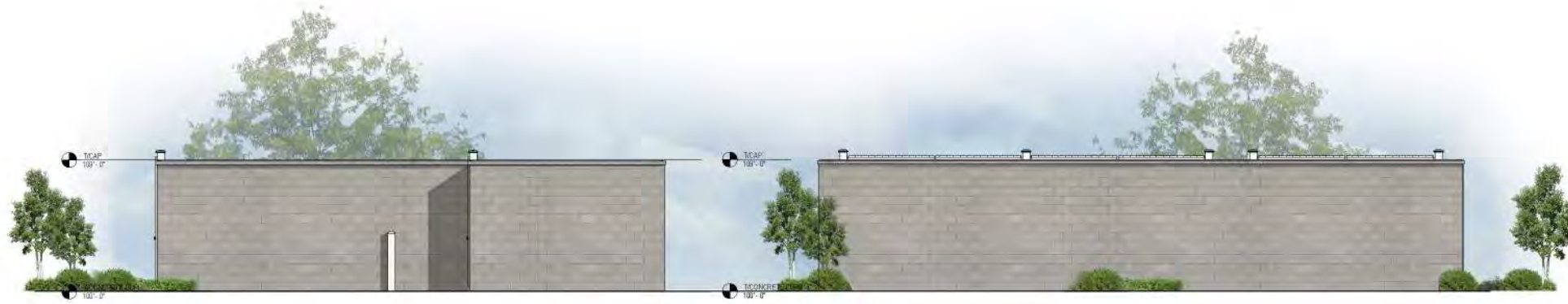
Left Elevation

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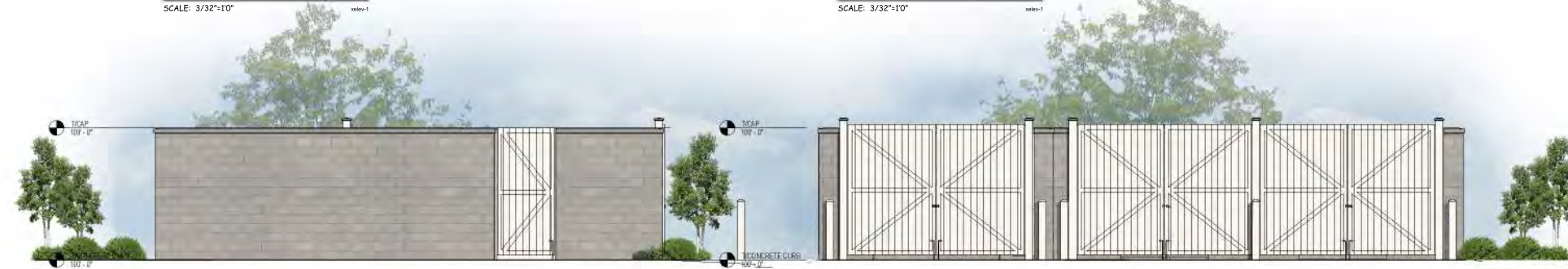


Floor Plan

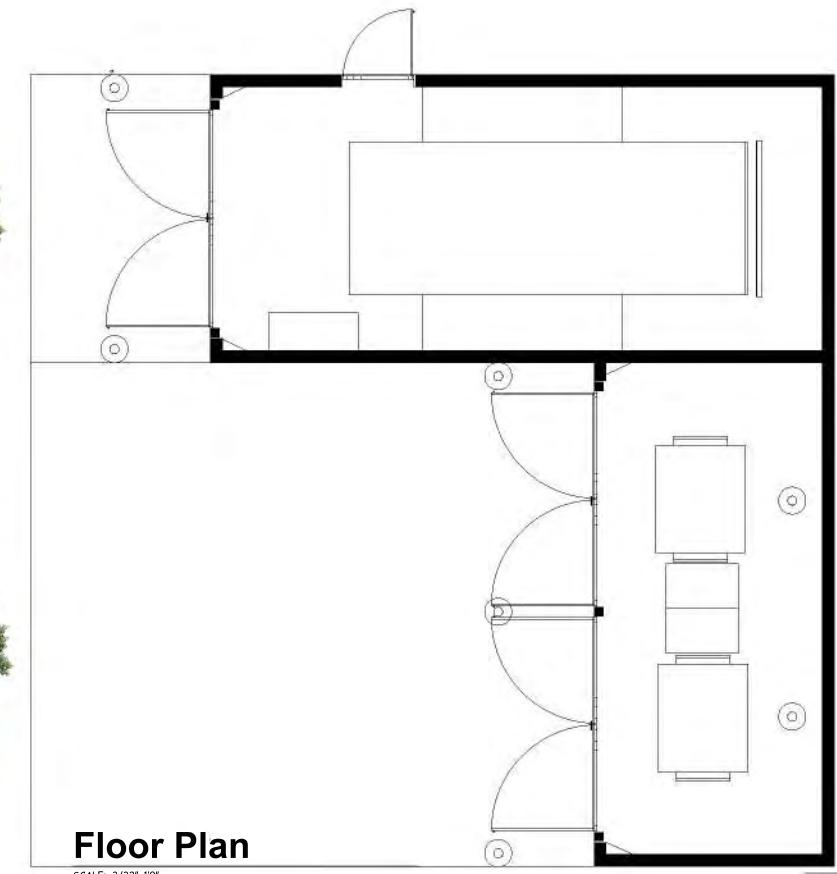
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Left Elevation



Right Elevation



TRASH ENCLOSURE

GAINES CHARTER

TOWNSHIP

PLANNING & ZONING DEPARTMENT

2024 ANNUAL REPORT



TABLE OF CONTENTS

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DEPARTMENT ADMINISTRATION	12

Executive Summary

Section 19(2) of the Michigan Planning Enabling Act (Public Act 33 of 2008) requires the Planning Commission to “make an annual written report to the legislative body concerning its operation and the status of planning activities, including recommendations regarding actions by the legislative body related to planning and development.”

The 2024 Planning & Zoning Department Annual Report provides the Planning Commission and Township Board with the following information:

- An update on development activities within the Township
- The meeting activity of both the Planning Commission and the Zoning Board of Appeals
- Code enforcement activities
- Internal department activities
- A review of Master Plan implementation actions

The Annual Report offers information that is intended to be relevant to the Planning Commission, Township Board, Zoning Board of Appeals, Township staff, and the public. The work program will help guide the department’s actions throughout the upcoming year and serve as a benchmark when preparing the subsequent year’s Annual Report.

The following statement serves as the Department’s vision:

In our capacity as Planning and Zoning Department staff, we are committed to providing the Planning Commission, Zoning Board of Appeals, and Township Board with professional assistance so that together we may work towards the vision created in the Township Master Plan. As staff, we see ourselves as the facilitators between the many various stakeholders within the Township and strive to develop consensus on the multitude of land use issues that come before the Township. As always, our goal is to provide for the health, safety, and general welfare of the community as a whole. We take seriously this obligation and strive to accomplish this goal in every facet of our department’s actions.

Current Planning Division

RESIDENTIAL BUILDING PERMITS

Table 1 details the number of new dwelling units per year over the last 10 years from 2014 to 2024. This includes single-family dwellings as well as attached units and apartments/condos.

	Apartments/ Multi-Unit Condos	Duplexes	Single Family Homes/Condos/ Mobile Homes	Total Units
2024	244	0	61	305
2023	205	16	85	306
2022	48	4	192	244
2021	23	7	94	124
2020	10	2	77	89
2019	121	4	88	213
2018	61	0	94	161
2017	66	0	76	142
2016	154	0	82	236
2015	8	0	60	68
2014	11	1	42	54

TABLE 1

In lieu of upcoming changes to the Zoning Ordinance, staff finds that now is an appropriate time to reimagine how the Township tracks long-term housing supply data. **Table 2** arranges housing supply data using an updated method that provides more consistency with objectives outlined in the Zoning Ordinance and Master Plan.

Table 2: Building Permits Issued in 2024, New Categorizations

	Apartments	Single Family Attached	Single Family Detached	Mobile Homes	Total Units
2024	136	108	48	13	305

HOUSING APPROVALS

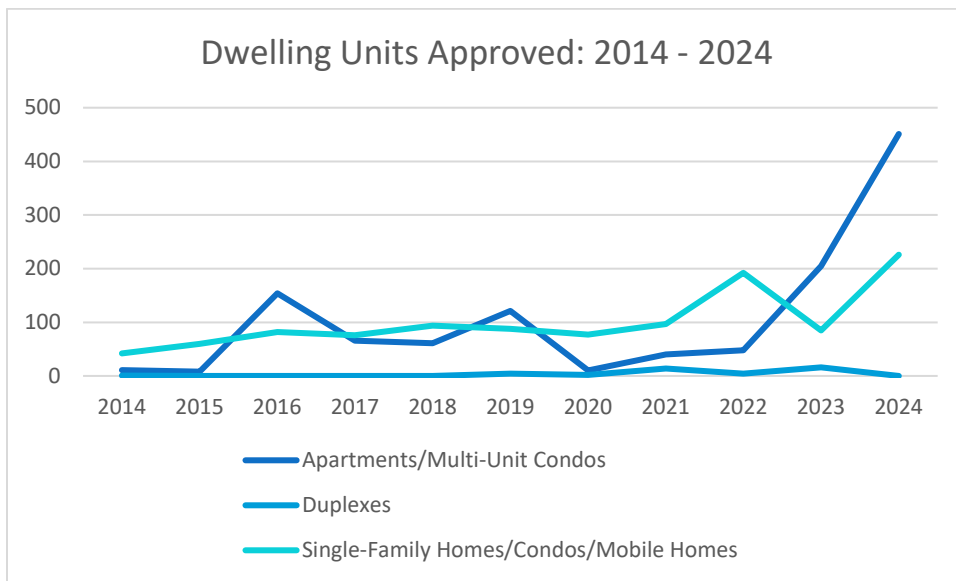


EXHIBIT 1

Similarly to data provided on building permits issued, staff has decided to additionally restructure the way in which dwelling unit approvals are tracked over time. The same categories from Table 2 have been applied to the housing approval data outlined in Exhibit 2. Since only one year worth of data is available using the new categorizations, a pie chart is used, however, in future years, the data will be presented using a line graph similarly to Exhibit 1.

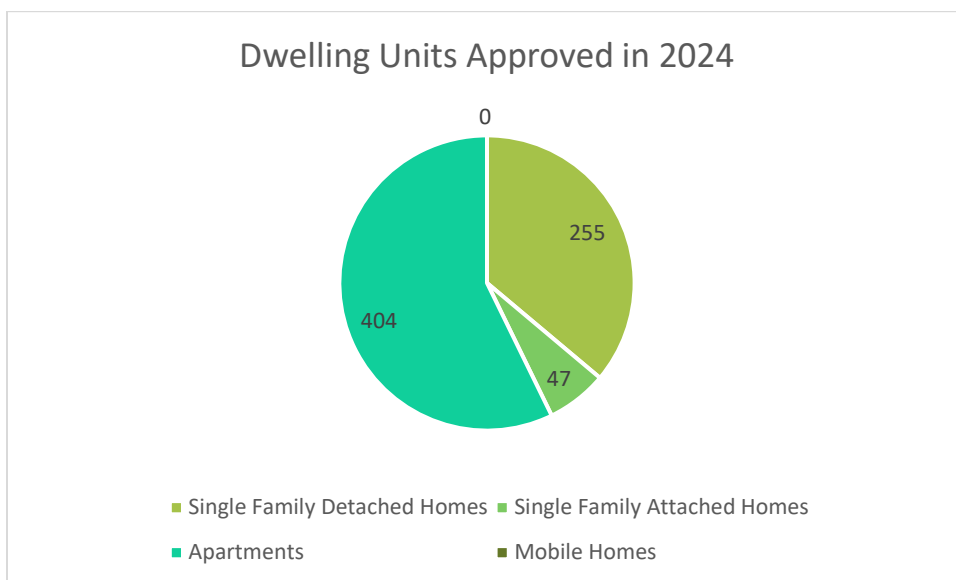


EXHIBIT 2

POPULATION DATA

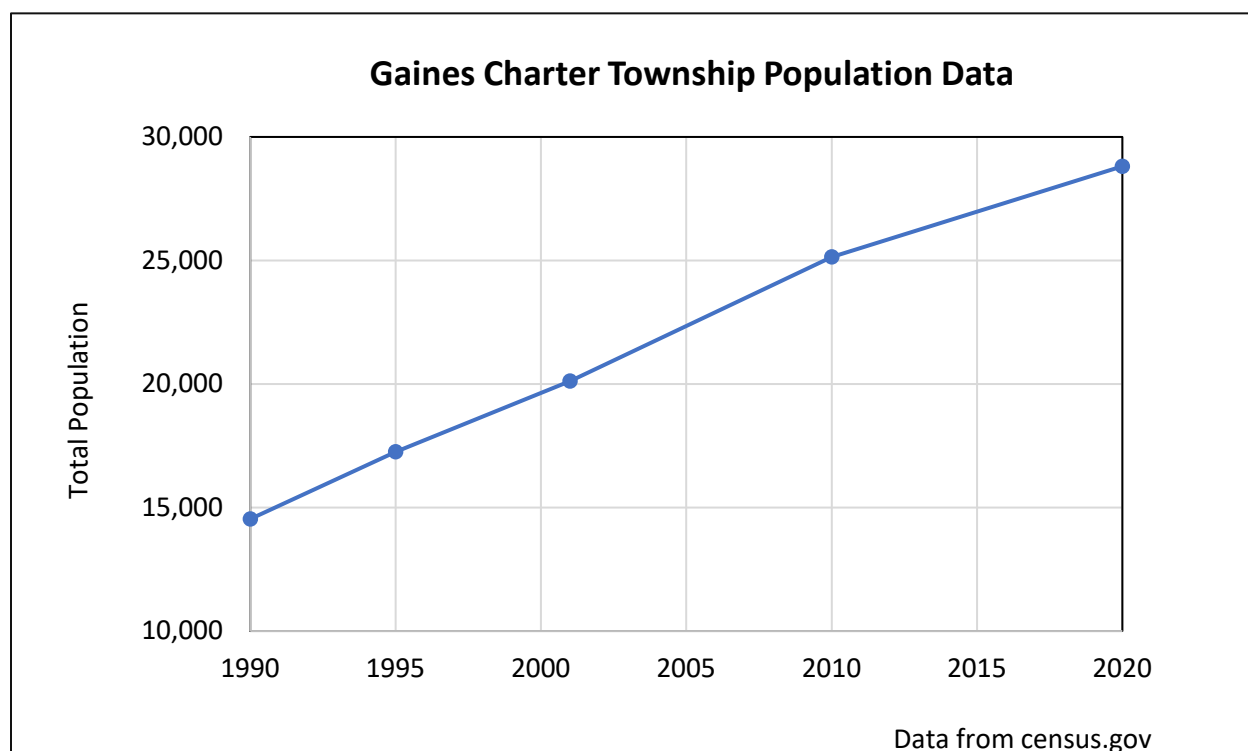


EXHIBIT 3

PROJECT REVIEWS

Table 3.

Summary of 41 application reviews completed by the Planning Commission, and subsequent Township Board action if applicable. The items are listed by the order in which they were considered.

Development Name/Address	Request Type	Description	Planning Commission Action	Township Board Action
7610 Division	Rezone	Rezone from I-2 (Heavy Industrial) to NC (Neighborhood Commercial)	Approved	Approved
2096 76th Street	Special Use Permit	To allow operation of a landscaping business in the A-R zoning district.	Denial	N/A
8808 Eastern Avenue	Special Use Permit	To allow a operation of a landscaping business in the A-R zoning district; SUP to allow for a 4,040 SF accessory building.	Approved	N/A

Development Name/Address	Request Type	Description	Planning Commission Action	Township Board Action
9889 East Paris Avenue	Special Use Permit	To allow a 3,410 SF accessory building in the A-B zoning district.	Approved	N/A
8269 Kalamazoo Ave	Land Division	4:1 Ratio Wavier Request	Approved	Approved
1856 100 th Street	Stoneco Annual Review	2023 Annual Review for the Stoneco Barnaby parcel.	Approved	N/A
44 Brownell Street	Special Use Permit	To allow a microbrewery in the NC zoning district.	Approved	N/A
163 68 th Street	Special Use Permit	To allow a 900 SF accessory building and a 300 SF roofed porch; total of 1,200 SF of accessory buildings in the RL-10 zoning district.	Approved; Two public hearings	N/A
820 92 nd Street	Special Use Permit	To allow a 1,536 SF of accessory buildings in the A-R zoning district.	Approved	N/A
1470 68 th Street	Special Use Permit	To allow a 3,200 SF accessory building in the RL-10 zoning district.	Approved	N/A
4598 84 th Street	Special Use Permit	To allow a 2,400 SF addition to an accessory building for a total of 5,422 SF of accessory buildings in the A-R zoning district.	Approved	N/A
6141 East Paris Ave	Site Plan Review	SPR for a 6,000 SF StonePro warehouse featuring some office space for a total of 10,007 SF of accessory buildings in the I-1 zoning district.	Approved	N/A
7376 Hanna Lake Ave	Special Use Permit	To allow a 2,048 SF accessory building in the RL-14 zoning district.	Approved	N/A
985 61 st Street	Special Use Permit	To allow a 2,500 SF accessory building in the RL-10 zoning district.	Approved	N/A
163 68 th Street	Special Use Permit	To allow a 1,200 square feet (SF) accessory building in RL-10	Approved	N/A

Development Name/Address	Request Type	Description	Planning Commission Action	Township Board Action
2701 76 th Street	PUD Amendment	PUD amendment to request a new site plan review for the Alexander Trails PUD.	Approved	Approved
9515 Hanna Lake	Special Use Permit	To allow a vehicle repair as a home occupation in a residential accessory building in the A-R zoning district.	Denied	N/A
10648 Eastern Ave	Special Use Permit	To allow a 728 SF of ground mounted solar panels for residential use in the A-R zoning district.	Approved	N/A
4142 92 nd Street	Special Use Permit	To allow a 1,200 SF of ground mounted solar panels for residential use in the A-B zoning district.	Approved	N/A
2701 76 th Street	Tentative Preliminary Plat – Phase 1	A tentative preliminary plat featuring 25 single-family lots that make up Phase 1 of the Alexander Trails PUD.	Approved	Approved
2701 76 th Street	Tentative Preliminary Plat – Phase 2	A tentative preliminary plat featuring 20 single-family lots that make up Phase 2 of the Alexander Trails PUD.	Approved	Approved
8190 Division Ave	1-Year Extension Request	1-year extension for Site Plan approval for the Brewer Park Apartments.	Approved	N/A
8460 Kalamazoo Ave	Site Plan Review - Phase 1	Prairie Wolf Station PUD mixed use center	Approved	N/A
3316 68 th Street	PUD Rezone and Site Plan Review	Dutton Center PUD Rezoning; Phase 1 SPR which will include veranda homes and attached townhomes.	Approved	Approved
3495 68 th Street	PUD Amendment Resolution	Dutton Mill Village PUD Amendment for a 1,400 SF addition at the Marathon gas station.	Approved	Approved
6844 Rosecrest	Special Use Permit	To allow a 506 SF attached accessory dwelling unit in the RL-10 zoning district.	Approved	N/A

Development Name/Address	Request Type	Description	Planning Commission Action	Township Board Action
7514 Melinda Court	Special Use Permit	To allow a Group Child Day Care Home increase from 6 to up to 12 children.	Approved	N/A
10287 Kalamazoo Ave	Stoneco Annual Review	2023 Annual Review for the Stoneco Jeplawy parcel.	Approved	N/A
1160/1188/1190 76th Street	Final Condo Plan	Cooks Enclave 25-unit residential development	Approved	Approved
1587 108 th Street	Special Use Permit	To allow a 2,600 SF accessory building in the A-R zoning district.	Approved	N/A
3805 92 nd Street	PUD Rezone/ Site Plan Review	PUD Rezone/ Site Plan Review for a PUD-OSP development named Caledonia Meadows.	Denied	N/A
4200 60 th Street	Site Plan Review	Phase 2 of the Switch electrical substation.	Approved	N/A
7114 Cornerstone	Special Use Permit	To allow a 412 SF accessory building in the RL-10 zoning district.	Approved	N/A
9443 Meadow Valley	Special Use Permit	To allow a 928 SF of consumer scale ground mounted solar panels in the A-R and A-B zoning districts.	Approved	N/A
Gaines Charter Township	Zoning Ordinance Amendment	Discussed new updates to the GCTZO, including the updated street ordinance, the new Village Residential zoning district, and standards for managing open space developments.	N/A	N/A
3316 68 th Street	Tentative Preliminary Plat – Phase 2	Tentative Preliminary Plat featuring 51 single-family lots that make up Phase 2 of the Dutton Center PUD.	Approved	Approved
1627 Sunny Glenn	Special Use Permit	SUP to allow chickens to be kept in the RL-14 zoning district.	Approved	N/A
520 68 th Street	Special Use Permit	SUP to allow for a 48 square foot monument sign in the RL-10 zoning district with a 2 foot by 8 foot LED illuminated panel.	Approved	N/A

Development Name/Address	Request Type	Description	Planning Commission Action	Township Board Action
1718 68 th Street	Special Use Permit	SUP to allow for a 2,400 square foot accessory building in the RL-10 zoning district.	Denied	N/A
6684 Hanna Lake Ave	Rezoning	Proposed rezone of 3 parcels from Light Industrial (I-1) to Multifamily Residential (R-3).	Denied	N/A
7174 Martin Ave	Special Use Permit	SUP to allow an adult foster care small group home to increase their capacity from 6 to 12 people.	Denied	N/A

Table 4 provides a summary of four application reviews completed by Township staff as administrative approvals.

Development Name/Address	Request Type	Description	Planning Staff Action
3555 68th Street	Temp Event	Railtown Trunk or Treat	Approved
6100 East Paris	Minor Amendment	Switch Substation Site Plan	Approved
4500 68 th St	Minor Amendment	Amazon Parking Lot Lane Changes	Approved
7590 Division	Minor Amendment	Parking Lot Circulation	Approved

VARIANCES

Table 5 provides a summary of the five variance requests heard by the ZBA in 2024.

Address	Variance Type	Description	Staff Recommendation	Action
1267 100 th Street	Dimensional	Reduce side yard setback from 20 feet to 10 feet to construct a pole barn.	Approve	Approve
3241 Muff Ridge Lane	Dimensional	Reduce side yard setback from 20 feet to 9 feet, and reduce front yard setback from 60 feet to 52 feet to construct a pole barn.	Approve	Approve

225 Sorrento Drive	Dimensional	Reduce side yard setback from 20 feet to 10 feet to construct a single family dwelling.	Approve	Approve
9375 Eastern Avenue	Dimensional	Reduce front yard setback from 60 feet to 34 feet to construct an accessory building.	Approve	Approve
1200 60th Street	Dimensional	Increase scale of two directional signs from 4 square feet to 16 square feet.	Deny	Deny

ORDINANCE UPDATES

Over the last year, substantial efforts to overhaul and update the Zoning Ordinance have been underway; the updated ordinance is nearing completion and subsequently approval by both the Township Board and Planning Commission. Efforts to update the ordinance were largely spearheaded by Community Development Director Dan Wells, in collaboration with Planning Consultant David Jirousek, AICP. The Zoning Ordinance Steering Committee has also provided valuable feedback and thoughts on proposed updates, and the most recent iteration of the draft ordinance has also undergone legal review.

The push for an update stemmed largely from the fact that the Zoning Ordinance needed to be more consistent with objectives outlined in the 2023 Master Plan, however, the overhaul process also provided the opportunity to improve the user-friendliness of the Zoning Ordinance and increase the overall readability of the document. As the ordinance has been updated, revised, and new sections have been added over the course of approximately 40 years, it has made for a jumbled reading experience; the proposed updates make for a concise document that will better serve staff and residents alike.

REZONINGS

Table 6 provides information on the two rezoning applications received in 2024. Although two applications were received, only one was granted approval.

Development Name/Address	Description	Planning Commission Action	Township Board Action
7610 Division	Rezone from I-2 (Heavy Industrial) to NC (Neighborhood Commercial)	Approve	Approve
6684, 6700, and 6710 Hanna Lake Ave	Rezone three parcels from I-1 (Light Industrial) to R-3 (Multiple Family Residential)	Deny	N/A (withdrawn)

Long-Range Planning Division

MASTER PLAN IMPLEMENTATION

As a part of the 2002 Master Plan, an Implementation chapter was prepared to help guide future planning activities.

Table 7 lists the proposed implementation tasks and their current status. Planning Department staff performed work on 4 of the 12 implementation steps laid out in the 2002 Master Plan.

Task	Status	Comments
Evaluate and Revise the Zoning Ordinance	Continued Action	One ordinance text amendment was approved in 2024. The Zoning Ordinance is also undergoing a large overhaul; much progress was made in 2024 through collaboration with the steering subcommittee and Planning Consultant David Jirousek. The ordinance update is anticipated to be complete and adopted in early 2025.
Inventory Key Natural and Cultural Features	Continued Action	The Township accepted a bid from EnviroScience, based in Stow, Ohio, to complete a Natural Features Inventory for the Township to assess geographical assets and environmentally sensitive areas. This will assist in guiding development objectives during the next Master Plan update.
Develop A Program for Natural Buffers and Scenic Easements	Continued Action	
Develop Performance Standards for the PUD District	Continued Action	The Multi-Family Development Guidance, a document for architectural and design standards for apartment complexes, was regularly implemented in 2022.
Improve Non-Motorized Transportation Network	Positive Action	Staff and the Planning Commission worked with developers on specific projects to enhance the non-motorized transportation

		network throughout the township.
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PARKS & RECREATION

In 2022, Township Planning Staff in conjunction with the Parks and Trails Committee and MCSA Group, Inc., made major progress to update the Gaines Charter Township Parks & Trails Plan. The five-year plan is completed and was approved by the Township Board of Trustees in January of 2023. The committee continues to focus on the management of Prairie Wolf Park and is still in the initial stages of trying to establish an environmental education center at 8665 Kalamazoo, which the Township acquired in 2020.

Planning staff also applied for a SPARK grant through DNR to build a pavilion and make parking lot improvements in Prairie Wolf Park.

Additionally, staff continues to search for opportunities to purchase land to be used for future parks and recreation initiatives.

Code Enforcement Division

The Planning Department continued to use BS&A software to register and track code enforcement cases in 2024. Filed cases are those where a complaint has been received and registered in the software, and staff has completed a physical inspection of the property and contacted the property owner regarding a potential violation. Warning letters are sent and followed up with a second letter or Sherriff's Deputy site visit. Complaints that have no corresponding enforceable ordinance are not included (e.g., high grass or weeds).

Table 8 is a summary of the enforcement cases undertaken by planning staff.

Address	Category	Date Filed	Status
6715 Summerbreeze	Inoperable Vehicles	11/12/2024	Case closed
6708 College	Keeping of Animals	11/25/2024	Warning issued
1181 68 th Street	Keeping of Animals	07/29/2024	Case closed
6650 Paris Ave	Keeping of Animals	03/05/2024	Case closed
912 76 th Street	Nuisance Parking	03/01/2024	Case closed
3056 68 th Street	Nuisance Parking	11/25/2024	Case closed
6911 Hartman	Nuisance Parking	03/28/2024	Case closed
6935 Terra Cotta	Nuisance Parking	03/07/2024	Case closed
7261 Brooklyn Ave	Nuisance Parking	03/11/2024	Case closed
149 Coleman	Rubbish	07/18/2024	Case closed
149 Kenton	Rubbish	04/30/2024	Case closed
426 Brownell	Rubbish	03/14/2024	Case closed

652 66 th Street	Rubbish	12/16/2024	Warning issued
940 60 th Street	Rubbish	07/24/2024	Case closed
2864 60 th Street	Rubbish	02/19/2024	Case closed
3275 76 th Street	Rubbish	09/13/2024	Case closed
6475 Prairie Pointe Drive	Rubbish	08/07/2024	Case closed
6535 Creekside View Drive	Rubbish	09/18/2024	Case closed
6941 Marshall	Rubbish	08/16/2024	Case closed
6944 Madison	Rubbish	05/13/2024	Case closed
9371 Westview	Rubbish	04/30/2024	Case closed
7213 Regal	Rubbish/ Inoperable Vehicles	08/19/2021	Case closed
7655 Hanna Lake	Rubbish/ Inoperable Vehicles	11/11/2024	2 nd Warning issued/ Inspection scheduled
924 76 th Street	Rubbish/ Temporary Storage Container	05/03/2024	Case closed
532 76 th Street	Sidewalk Obstruction	08/23/2024	2 nd Warning issued/ Inspection scheduled
2297 68 th Street	Sidewalk Obstruction	08/21/2024	Case closed
6569 Summer Shores	Sidewalk Obstruction	07/30/2024	Case closed
6702 Madison	Sidewalk Obstruction	07/30/2024	Case closed
6714 Madison	Sidewalk Obstruction	07/30/2024	Case closed
6740 Madison	Sidewalk Obstruction	07/30/2024	Case closed
3555 68 th Street (Oskar Scots)	Illegal Sign	05/13/2024	Case closed
3555 68 th Street (Barry G's)	Illegal Sign	05/13/2024	Warning issued
2861 84 th Street	Temporary Occupation	05/22/2024	Enforcement ongoing
7207 Regal	Temporary Occupation	03/29/2024	Case closed
7072 Division	Temporary Occupation	02/28/2024	Case closed
153 Lurie	Trash Can Maintenance	11/08/2024	Case closed
6896 Madison	Zoning Violations	02/15/2024	Enforcement ongoing
9515 Hanna Lake	Zoning Violations	05/23/2024	Citation issued
Hoffman Meadows (Various)	Zoning Violations	10/14/2024	Case closed

Department Administration

PLANNING COMMISSION

Table 9 lists the members of the Planning Commission during 2022.

Member	3-Year Term Ends	Member Since	Officers
Connie Giarmo	December 2024	2008 (1991 – 2000)	Chairperson

Ronnie Rober	December 2023	2002	Vice-Chairperson
Lani Thomas	December 2025	2006	Secretary
Tim Haagsma	Township Trustee	2002 (1992 – 1997)	Member
Ryan Wiersema	December 2024	2022	Member
Talimma Billips	December 2025	2017	Member
Brad Waayenberg	December 2023	2018	Member

Table 10 illustrates the attendance at Planning Commission Meetings in 2024.

2023 Meeting Attendance							
	Billips	Wiersema	Haagsma	Giarmo	Rober	Thomas	Waayenberg
January	X	X	X	X	X	X	X
February	X	X	Absent	X	X	Absent	X
March	Absent	X	X	X	X	X	X
April	X	X	X	Absent	Absent	X	X
May	X	X	X	Absent	X	X	X
June	X	X	Absent	X	X	X	Absent
July	X	X	X	X	X	X	X
August	X	X	X	X	X	X	X
September	X	X	X	X	X	X	X
October	Absent	X	X	X	X	X	X
November	X	X	X	X	X	X	X
December Special Meeting	Absent	Absent	Absent	X	X	X	X
December Regular Meeting	X	X	X	X	X	X	X
Absences	3	1	3	2	1	1	1

ZONING BOARD OF APPEALS

The Zoning Board of Appeals met on three occasions in 2024.

Table 11 lists the members of the Zoning Board of Appeals in 2024.

Member	3-Year Term Ends	Member Since	Officers
Tom Werkema	December 2023	2012	Chair
Ruth Ringnald	December 2024	2002	Vice Chair
Don Hilton	December 2025	2018	Secretary
Ryan Wiersema	December 2025	2022	Member (PC Liaison)
Matt Kooiman	December 2023	2022	Member
James Peacock	December 2025	2022	Member

Mark Krier	December 2027	2024	Alternate Member
Rob DeWard	December 2027	2024	Alternate Member

**Chair Tom Werkema submitted formal notice of his resignation to the Planning and Zoning Department in November. The ZBA must appoint a new Chair at their next meeting, and subsequently nominate a new Vice Chair and Secretary. In lieu of this change, James Peacock's member status has been updated from alternate member to permanent member. Two new alternate members have been selected to serve the ZBA; Rob DeWard and Mark Krier.*

Table 12 lists the meeting dates of the ZBA in 2024.

2023 Meeting Attendance						
	Werkema	Ringnalda	Kooiman	Hilton	Peacock	Wiersema
May	X	X	X	X	N/A	X
August	X	X	X	X	N/A	X
October	X	X	Absent	X	N/A	X
No. of Absences	0	0	1	0	0	0

DEPARTMENT PERSONNEL

Community Development Director Dan Wells has led planning efforts for the Township since taking office in March 2020. The Planning Department hired a full-time Assistant Planner, Dakota Swan, in January of 2024 who assists with plan reviews, zoning enforcement, and larger projects on an as-needed basis. Planning Consultant David Jirousek, AICP continues to assist with plan reviews and has contributed largely to the Zoning Ordinance overhaul. Jeff Gritter of Vriesman & Korhorn Civil Engineering continued to provide support and guidance to the Planning Department.

BUDGET

The Department is committed to providing work in the most efficient and cost-effective manner. The following Tables represent information related to recent and historical Department budgets.

Table 13 lists the adopted budgets for the Planning and Zoning Department for fiscal years 2016-2023 and also shows the Department's Budget as a percentage of the overall General Fund Budget.

	2016	2017	2018	2019	2020	2021	2022	2023
P&Z Budget	\$209,274	\$209,815	\$222,837	\$219,223	\$236,439	\$219,031	\$339,256	\$416,706
% of Gen. Fund	5.7%	5.9%	5.9%	5.2%	4.5%	4.4%	7.2%	7.89%

Table 14 presents the actual dollar amount spent in the fiscal years 2016 – 2023 and is also expressed as a percentage of the approved Planning and Zoning Department’s Budget.

	2016	2017	2018	2019	2020	2021	2022	2023
Actual Expenditures	\$173,548	\$174,995	\$189,710	\$204,153	\$198,665	\$156,395	\$261,558	\$274,784
% of Budget	82.7 %	83.4%	85.1%	93.1%	84%	71.4%	77.1%	5.75%



8555 Kalamazoo Ave., SE
Caledonia, MI 49316

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Phone: 616-698-6640
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January 15th, 2025

Zoning Ordinance Update – January 15 Draft

To Whom it May Concern,

The Zoning Ordinance update, agenda item VI.2.a for the upcoming January 23rd Planning Commission meeting, is available for viewing on our webpage. To view the most recent (January 15th, 2025) iteration of the Zoning Ordinance draft, please refer to the Planning and Zoning Department's page on the Township's website (www.gainestownship.org).

Since the draft is such a large document, staff found it appropriate to omit the most recent iteration from the PDF version of the meeting packet to make for an easier viewing experience of the meeting packet.

Please feel free to contact me with any questions, or if there is any trouble finding the draft ordinance on our website.

Cheers!

A handwritten signature in black ink that reads "Dakota Swan".

Dakota Swan
Assistant Planner
Gaines Charter Township
(616) 328-6107
dakota.swan@gainestownship.org

Leighton Township

Allegan County

4451 12th St Suite A Wayland MI 49348

616.891.8238

12/19/2024

Gains Charter Township
Planning Commission
8555 Kalamazoo Ave SE
Caledonia, MI 49316

RE: Notice of Adopted Master Plan Update

On December 12, 2024, the Leighton Township Board of Trustees approved and adopted an update to the Township Master Plan. The purpose of this mailing is to inform you of the update's adoption, and to provide you with the link to the Township website, where the Master Plan Update is available for viewing, in accordance with the Michigan Planning Enabling Act (Act 33 of 2008), as amended.

The updated Master Plan is available at our website, www.leightontownship.org. If you prefer a printed copy, please contact the Township Hall at (616) 891-8238.

Thank you for your interest.

Sincerely,

Steve Wolbrink, Township Supervisor
Leighton Township

Steve Wolbrink, Supervisor

616.893.8384

supervisor@leightontownship.org

Rachel Fennema, Clerk

616.891.8238ext11?

clerk@leightontownship.org

Jacquelynn Bultsma, Treasurer

616.891.8238ext11?

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Brian Bonnema, Trustee

616.293.2106

John Hooker, Trustee

269.792.2525