

**Minutes of the regular meeting of the Georgetown Township Planning Commission, held
Wednesday, July 1, 2020**

Governor Whitmer's Executive Order 2020-75 provides temporary changes to the Open Meeting Act, allowing a meeting of a public body to be held electronically, including by telephonic conferencing or video conferencing, in a manner in which both the general public and the members of the public body may participate by electronic means.

Due to these Executive Orders, the following Planning Commission members were present via video conferencing: Jessica Ulberg, Tom Healy, Jeannine Bolhouse, Josiah Samy and Richard VanderKlok. Mannette Minier, Zoning Administrator, and Rod Weersing, Assistant Superintendent, were also present via video conferencing, and two members of the public were also present in the audience via video conferencing.

Meeting called to order by acting Chairman Josiah Samy at 7:02 p.m.

Present: Jessica Ulberg, Tom Healy, Jeannine Bolhouse, Josiah Samy, Richard VanderKlok
Absent: Tim Smit, Donna Ferguson
Also present: Mannette Minier, Zoning Administrator; Rod Weersing, Assistant Superintendent

#200701-01 – Agenda for July 1, 2020

Moved by Richard VanderKlok, seconded by Jessica Ulberg, to approve the agenda as submitted.

Yeas: Jessica Ulberg, Tom Healy, Jeannine Bolhouse, Josiah Samy, Richard VanderKlok
Nays: None
Absent: Tim Smit, Donna Ferguson

MOTION CARRIED UNANIMOUSLY.

#200701-02 – Minutes of the June 3, 2020 meeting

Moved by Richard VanderKlok, seconded by Jessica Ulberg, to approve the minutes as presented.

Yeas: Jessica Ulberg, Tom Healy, Jeannine Bolhouse, Josiah Samy, Richard VanderKlok
Nays: None
Absent: Tim Smit, Donna Ferguson

MOTION CARRIED UNANIMOUSLY.

#200701-03 – (PUD1702-02) Final Development Plan for Gleneagle PUD, Georgetown Condos LLC. Scott Chandler, 240 E 8th St., Holland, is requesting final development approval, for condominiums on a parcel of land described as: 70-14-26-100-063, located west of 14th Avenue; Georgetown Township, Ottawa County, Michigan. ([plans, application, narrative and floorplans](#))

Scott Chandler, developer, made comments.

Kelly Kuiper, Nederveld, represented the applicant and presented the request.

The Zoning Administrator presented a [staff report](#).

Jessica Ulberg said that she agreed with the streetlight determination, the absence of sidewalk and having condos rather than single family homes.

Tom Healy asked about the revised preliminary development plan that was on the June 3, 2020 Planning Commission agenda which would have decreased the overall acreage of the PUD.

The Zoning Administrator explained the following. The applicant had withdrawn the request for the revised preliminary development plan on the June 3, 2020 agenda and, therefore, the revised preliminary development plan approved in 2017 was still valid. This request was consistent with that preliminary development plan that is in effect because it noted condos and single family homes, not designated exactly where they had to be located, and the density is consistent. The condos will actually have less of an impact on the neighboring property than single family homes would because there will be greenspace buffering.

Richard VanderKlok stated the following. The new building envelope concept was good. The standards in Sec. 22.10 were met. The deviations were acceptable. The length of the private street was acceptable because there was nowhere else for the street to go. He agreed with the proposed conditions of approval.

Jeannine Bolhouse said that the plan looked good and was acceptable.

Josiah Samy said that he agreed with the comments that were stated.

The chairperson opened the floor to public comments. There were two members of the public present, but no one made public comments.

Kelly Kuiper stated that she accepted the proposed conditions of approval.

Moved by Richard VanderKlok, seconded by Jessica Ulberg, to adopt the staff report as finding of fact and to approve the final development plan as shown on the following:

- 1. Final Development Plans dated 2020.05.15, sheets 205, C-300 and Open Space Exhibit.**
- 2. Application, narrative and elevations with floorplans.**

Based on the findings that the ordinance standards have been met; and based on the finding as follows:

- 1. The final development plan is consistent with the preliminary development plan due to the following. This property is zoned PUD. The minutes from the June 12, 2017 Township Board meeting when the preliminary plan was approved indicate that the PUD was approved for single family and attached family dwelling units. No specifics were provided as to where each dwelling would be located, other than what is shown on the preliminary plan, which is preliminary and subject to the final development plan for each phase. The minutes state that the development would be subject to the platting process; however, the minutes do not state that a plat is required to be located there. The condos actually will have less of an impact on the adjacent property than single family homes would have because they are smaller and closer to the private street. The overall number of units has remained the same and the**

density has remained the same. Therefore, it appears that the proposed phase is consistent with the preliminary development plan approved in 2017.

- 2. With the new concept of buildings envelopes, the approval will be for the total number of units, all meeting the setbacks, but in any configuration within the building envelopes.**
- 3. The determinations is that the standards in Sec. 22.10 are met.**
- 4. The determination is that the proposal meets the requirement for pedestrian access the same way as the private streets do in the rest of the PUD on the east side of 14th Ave.**
- 5. The deviations acceptable for setbacks as follows (based on the LDR standards):**
Deviations are requested for setbacks as follows (based on the LDR standards):
 - Required - 40 foot front yard setback. Proposed - a minimum of a 25 foot front yard setback from the private street and proposed – 150 feet from the 14th Ave. right-of-way line.
 - Required - 10 feet side. Proposed – total of 20 between buildings.
 - Required - 40 foot rear yard setback. Proposed - a minimum of 25 to the building envelope and 40 foot rear yard.
 - Required - Chapter 24 footnote (j) requires a minimum distance of 25 feet between contiguous buildings. Proposed - a minimum distance from side to side of the building of 20 feet and a minimum distance from rear to rear of building of 40 feet.
- 6. The length of the private street is acceptable.**

With the following conditions:

- 1. A Storm Water Drain Permit (written approval by the Drain Commissioner's office) shall be submitted to the Township prior to the submission of the first building permit application.**
- 2. Utilities are to be coordinated with the DPW and Drain Commissioner's office.**
- 3. As per Sec. 22.11, a recorded PUD agreement shall be submitted to the Township prior to the submission of the first building permit application. The PUD agreement shall include the greenspace as shown on the site plan sheet titled Open Space Exhibit, dated 2020.05.15 and shall contain language providing for the maintenance of the open space.**
- 4. No sign details were provided other than a note on the plan stating that any signage shall meet ordinances; therefore, the sign shall meet ordinance requirements as follows and an approved sign permit shall be obtained prior to construction. Note that sign regulations could be flexible in a PUD; however, no flexibility was requested. The sign shall be determined to be a plat entry sign and shall be subject to the following:**
 - Two signs are allowed per road entrance to a multi-family development;**
 - Maximum 64 square feet in area per sign;**
 - Maximum 3 feet in height;**
 - Set back 60 feet from the centerline of 14th Ave.**

- 5. Lighting shall be downward directing and shall not shed light on adjacent properties or roadways. The developer shall provide a street light at the entrance to the private street. A signed Street Light Petition was provided.**

Yeas: Jessica Ulberg, Tom Healy, Jeannine Bolhouse, Josiah Samy, Richard VanderKlok

Nays: None

Absent: Tim Smit, Donna Ferguson

MOTION CARRIED UNANIMOUSLY.

#200701-04 – Public Comment

No members of the public who were present made public comments at this time.

#200701-05 – Other Business

#200701-06 – Adjournment - The meeting was adjourned at 7:30 p.m.