

**Minutes of the regular meeting of the Georgetown Township Planning Commission, held
Wednesday, June 5, 2019**

Meeting called to order by Chairman Smit at 7:00 p.m.

Present: Jessica Ulberg, Donna Ferguson, Tim Smit, Josiah Samy, Tom Healy, Jeannine Bolhouse

Absent: Richard VanderKlok

Also present: Mannette Minier, Zoning Administrator

#190605-01 – Agenda for June 5, 2019

Moved by Donna Ferguson, seconded by Josiah Samy, to approve the agenda as submitted.

MOTION CARRIED UNANIMOUSLY.

#190605-02 – Minutes of the May 15, 2019 meeting

Moved by Donna Ferguson, seconded by Josiah Samy, to approve the minutes as presented.

MOTION CARRIED UNANIMOUSLY.

#190605-03 – (SUP1902) Chicago Dr. Ventures LLC, 4720 52nd St., is requesting to have an open air business, under Sec. 16.3(E), on a parcel of land described as P.P. # 70-14-28-400-051, located at 2700 Chicago Dr., in a (HS) Highway Service Commercial district, Georgetown Township, Ottawa County, MI ([site plan](#), [elevations](#))

Jon Male, Exxel Engineering, represented the applicant and presented the request.

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

Jeannine Bolhouse said that it looks good and fits the site.

Josiah Samy asked about the drive on the east side and was told it is a private drive to the condos.

Tim Smit said that it looked great and asked about the architecture.

The applicant stated that it would look like the buildings on Chicago Dr. and 18th Ave. and he was using the same architect and builder.

It was noted that the sidewalks would be provided unless an application for a sidewalk waiver was submitted and the Board approved it.

Tom Healy asked how much of the building the applicant would use and how much would be used for tenant space.

The applicant said that they would use 10,000 square feet and the rest of the 30,000 would be tenant space.

Tom Healy asked about the berm along the back property line and about circulation on the site.

The applicant said that the berm and most of the trees are not on his property, and that there would not be through circulation around the building at this time because he intended to park his company trucks and trailers on the east side. He noted that if he vacated the building and just had tenants, there could be through traffic. He said that he wanted the site to be flexible.

Tom Healy stated that the pavement is 96 feet from the property line and most of that land is within the floodplain.

The chairperson opened the public hearing.

Greg Smith represented Land and Company, the owner of the neighboring property which contains condos. He asked if the trucks would be starting early.

The applicant said yes, but they will leave right away and the noise is minimal. He said that it will be on the other side of the berm and 250 feet from the buildings. He stated that he had wanted to eliminate the greenbelt due to the trees and berm.

Tom Healy said that the adjacent property owner had the right to remove the berm and trees, and he asked if they planned to.

Greg Smith said that he was not aware of any plan to remove the berm

Jon Male said that he had worked with adjacent land owner and this was the material left over when the building pads were dug out.

Tom Healy stated the following. The greenbelt is intended to separate incompatible uses. This is a Highway Service Commercial district and it is incompatible with the adjacent residential district. This is challenging because there is no requirement to maintain the berm; however, a greenbelt was provided.

The applicant stated that the property has been for sale for 18 years.

It was noted that the greenbelt had been required as per the ordinance due to the fact that the berm and other trees were not on the applicant's property.

The chairperson closed the public hearing.

Moved by Josiah Samy, seconded by Donna Ferguson, to adopt the staff report as finding of fact and to approve Special Use Permit (SUP1902) Chicago Dr. Ventures LLC, 4720 52nd St., to have an open air business, under Sec. 16.3(E), on a parcel of land described as P.P. # 70-14-28-400-051, located at 2700 Chicago Dr., in a (HS) Highway Service Commercial district, Georgetown Township, Ottawa County, MI, based on the findings all applicable standards of the ordinance have been met (with the conditions as noted) including the general special use standards in Sec. 20.3 and the specific special use standards in Sec. 20.4(Z), with the following condition:

- 1) All signs require permits and shall meet ordinance standards.**
- 2) Sidewalks shall be provided unless waived by the Township Board.**
- 3) The greenbelt shall be provided as shown unless a variance is granted by the ZBA.**

- 4) **A Storm Water Drain Permit (written permission from the Drain Commissioner's office) shall be submitted to the Township prior to the submission of a building permit application.**
- 5) **The dimensions of the parking spaces for the trucks and drive aisle dimensions were not provided. Provide on a separate sheet.**
- 6) **The floodplain elevation is noted to be 613 and some elevations on the site are lower. If there is to be any activity within the floodplain, a DEQ permit is required.**

Josiah Samy stated that the Planning Commission would not want the greenbelt to be waived because the berm and existing trees were not on the applicant's property.

MOTION CARRIED UNANIMOUSLY.

Moved by Josiah Samy, seconded by Donna Ferguson, to adopt the staff report as finding of fact and to approve the site plan dated 5/7/19, as presented based on the findings that the applicable standards of the ordinance have been met, and with the following conditions:

- 1) **All signs require permits and shall meet ordinance standards.**
- 2) **Sidewalks shall be provided unless waived by the Township Board.**
- 3) **The greenbelt shall be provided as shown unless a variance is granted by the ZBA.**
- 4) **A Storm Water Drain Permit (written permission from the Drain Commissioner's office) shall be submitted to the Township prior to the submission of a building permit application.**
- 5) **The dimensions of the parking spaces for the trucks and drive aisle dimensions were not provided. Provide on a separate sheet.**
- 6) **The floodplain elevation is noted to be 613 and some elevations on the site are lower. If there is to be any activity within the floodplain, a DEQ permit is required.**

MOTION CARRIED UNANIMOUSLY.

#190605-04 – Other Business

There was discussion about adopting a food truck ordinance.

#190605-05 – Adjournment

The meeting was adjourned at 8:04 p.m.