

ROBINSON TOWNSHIP PLANNING COMMISSION  
September 27, 2022

The regular meeting of the Robinson Township Planning Commission was called to order at 7:05 PM at the Robinson Township Hall.

Present

Shawn Martinie  
Bill Maschewske  
Travis Vugteveen  
Lydia Brown  
Steve Young  
Michelle Gillespie

Absent

Anne Goede

Also present were Township Attorney Ron Bultje, Zoning Administrator Julie Lovelace, Supervisor Frank Johnson, Clerk Chris Saddler, Dennis Berens, and Mike Goede. The attendance sheet is attached.

Approval of Agenda

A motion was made by Travis Vugteveen and seconded by Michelle Gillespie to approve the agenda as written.

The motion carried unanimously with one member absent.

Adopting of Previous Minutes

A motion was made by Michelle Gillespie and seconded by Lydia Brown to approve as written the minutes of the September 13, 2022 Planning Commission meeting.

The motion carried unanimously with one member absent.

Non-Commission Member Inquiries and Questions

Dennis Berens – Requested an update on enforcement action regarding the campground operating in the E-1 Zoning District on Limberlost Lane.

Zoning Administrator Lovelace – Stated she has gone through the records of previous Zoning Administrator Brian Werschem and noted that the Zoning Administrator reported the issue to EGLE. She is waiting for a response from EGLE and will follow up to try to secure a response.

Reports and Communications –None

Announcements – None

## Old Business

The first topic was review of proposed changes to the Zoning Ordinance text regarding Accessory Buildings.

Chairperson Martinie inquired if Township Attorney Bultje had received and reviewed the materials for this meeting regarding Accessory Buildings.

Township Attorney Bultje – Yes.

Bill Maschewske had several comments on the proposed text regarding Accessory Buildings.

1. Section 4.2, first paragraph – Change “depth” to “width”. The change was accepted.

2. Section 4.2, first paragraph – Compared to the existing text in the Zoning Ordinance, the last sentence has been deleted.

Following discussion, it was agreed to leave this sentence out.

3. Section 4.2(D)(1) – The way the text is now revised, it gives less Accessory Building square footage to A-1 and RR zoned properties than to R-1 and R-2 properties. Example: A 0.6 acre lot in RR or A-1 would be allowed 600 sq. ft. In R-1 or R-2, a 0.6 acre lot would be allowed 1200 sq. ft. This was not the intent of the Planning Commission.

Following a lengthy discussion, it was agreed to revise the text for Section 4.2(D)(1) to allow 1200 sq. ft. per acre or part thereof for A-1 and RR Zoned properties.

Travis Vugteveen – Section 30.3 – Delete the exemption for PUD for the 10 ft. separation of accessory buildings. This is a building code requirement.

The change was accepted.

Chairperson Martinie questioned if we should move forward with the adoption process regarding text changes to the Zoning Ordinance for Accessory Buildings or combine with other pending changes. Bill Maschewske suggested that we address the directive from the Township Board to review allowing Accessory Buildings without a dwelling or principal use in residential Zones.

Township Attorney Bultje stated that by definition, unless there is a principal use, there cannot be an accessory use.

This issue was not resolved at this time.

The next topic of discussion was Parking and Loading Standards. At the previous request of the Planning Commission, draft zoning text was prepared by Zoning Administrator Lovelace and distributed to all Planning Commissioners in advance, combining the features of several ordinances from nearby townships into one document she felt the Planning Commission would find acceptable.

Chairperson Martinie – Section 22.1 (K) – Are “wheel stops” required anywhere else in the Parking and Loading Standards?

Zoning Administrator Lovelace – No, they are just included for sidewalks to keep cars from pulling into parking spaces too far and blocking the sidewalk.

Travis Vugteveen – Section 22.1(C) – Is the intent to defer to the Overlay District standards? A discussion followed and the conclusion was “Yes”. Zoning Administrator Lovelace also stated this was her intent.

Travis Vugteveen – Section 22.1(D) -- Questioned the “standard mathematical rounding” referenced.

After discussion, it was agreed to state that any fraction of a parking space resulting from the calculations would automatically round up to the next whole parking space.

Bill Maschewske – Section 22.2(A) – The table should be labelled Table 22-1 and not Table 21-1. Also, to what do footnotes (1) and (2) refer?

Zoning Administrator Lovelace – Agreed regarding the Table number. The footnotes refer to the directions for calculating the parking space length and width that were not included. The calculation directions will be added.

Travis Vugteveen – What about requirements for handicap parking space sizes?

Township Attorney Bultje – Recommended adding Section 22.1(E) to state: “Applicable handicap/special needs requirements must be satisfied.”

Travis Vugteveen –

1. Section 22.2(C) – Delete Zoning Administrator and leave the striping of spaces approval to the Planning Commission.

2. Section 22.2(D) – Do we really not want to allow parking in the required front yard of a commercial or industrial parcel?

There was a long discussion on this topic. It was noted that this was not allowed in either the Lake Michigan Drive Commercial Overlay District or the Lincoln Street Overlay District but was typical for most commercial development in the Township outside of the overlay districts. Since this section only prohibited parking in the required front yard and not the front yard in general, it was left unchanged.

The subject of common parking facilities in Section 22.2(I) was discussed. Township Attorney Bultje noted special legal requirements if the businesses sharing parking were not on the same parcel. It was agreed to add that this section only applied to common uses on the same lot or parcel of land.

Chairperson Martinie – Table 22-2, Commercial, Supermarkets – Change GA to GFA since GA was not a defined term. (GFA is defined as Gross Floor Area)

Travis Vugteveen – Table 22-2, Commercial, Private Golf Clubs – Remove the word “Private” and apply to all golf clubs. The change was accepted.

Bill Maschewske –

1. Label the second table as Table 22-2.

2. Table 22-2, Institutional, High Schools/Business Schools – The amount of parking provided does not seem adequate.

It was agreed to change to one parking space required for each 5 students from one parking space for each 10 students in addition to auditorium requirements.

3. Section 22.2, Industrial, Laboratories/research and development facilities and Manufacturing – Instead of basing parking on gross floor area, it would be better to base on the number of employees.

It was agreed to determine parking requirements based upon one parking space per employee or the current gross floor area requirement, whichever is greater.

Travis Vugteveen –

1. Table 22-2, Commercial, Restaurants/Taverns without drive through – Change the parking requirement to spaces equal to ½ of the maximum occupancy or one space per 100 square feet of usable floor area, whichever is greater. (This is from the Jamestown Ordinance, Number 22)

2. Table 22-2, Commercial, Golf Clubs – Delete “One space per 2-member families” and add “during peak hours”. The wording should read: “One space for each 2 individuals during peak hours including employees plus spaces required for each accessory use, such as restaurant or bar”.

Township Attorney Bultje noted that Section 22.2(C) would need to be revised further to eliminate both Planning Commission and Zoning Administrator with regards to approving striping requirements. He stated the Township Board has historically chosen to retain all decision making responsibilities and Township Board would be inserted in this section.

This concluded discussions regarding Parking and Loading Standards.

Bill Maschewske – Noted that while the Planning Commission has revised the text for Sections 3.3 and 4.2 of the Zoning Ordinance regarding Accessory Buildings, they have not addressed the directive from the Township Board to discuss and make recommendation regarding allowing an accessory building without a principal dwelling or use on the parcel.

Township Attorney Bultje – Stated that he is the lead attorney for 25 municipalities and none of them allow accessory buildings without a principal dwelling in Residential Zones.

A lengthy discussion followed after which the consensus of the Planning Commission was to not recommend allowing Accessory Buildings without a principal dwelling in Residential Zones. This would leave the text of Sections 4.2 and 3.3 as noted above in these minutes. Per Township Attorney Bultje, these minutes would serve as the report to the Township Board regarding this directive.

New Business – None

Pay Bills

A motion was made by Travis Vugteveen and seconded by Michelle Gillespie to pay Planning Commission salaries for the September 27, 2022 meeting (one meeting, six members present). The motion carried unanimously with one member absent.

Chairperson Martinie stated there would be no Planning Meeting in early October and the next meeting would be the regular Planning Commission meeting on October 25, 2022.

Any and All Other Business That May Come Before the Board – None

Adjournment

A motion was made by Travis Vugteveen and seconded by Lydia Brown to adjourn the Planning Commission meeting at 9:33 PM. The motion carried unanimously with one member absent.

Respectfully submitted,

Bill Maschewske, Secretary  
Robinson Township Planning Commission



**SIGN IN SHEET**  
**Regular Meeting of the**  
**Planning Commission**  
**September 27, 2022 at 7:00 pm**

PRINT NAME

SIGNATURE

Dennis Berens

Handwritten signature of Dennis Berens in cursive.

Frank Johnson

Handwritten signature of Frank Johnson in cursive.