

ROBINSON TOWNSHIP PLANNING COMMISSION
October 25, 2022

The regular meeting of the Robinson Township Planning Commission was called to order at 7:03 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, and seven members of the public. The attendance sheet is attached.

Approval of Agenda

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

The motion carried unanimously with one member absent.

Adopting of Previous Minutes

A motion was made by Travis Vugteveen and seconded by Lydia Brown to approve as written the minutes of the September 27, 2022 Planning Commission meeting.

The motion carried unanimously with one member absent.

Non-Commission Member Inquiries and Questions -- None

Reports and Communications –None

Announcements – None

New Business

As scheduled, the Class B Earth Change renewal for Emerald Lakes was reviewed.

Michelle Gillespie – Stated her employer, Mercantile Bank, asked her to abstain from participation in this topic since the letter of credit for Emerald Lakes is from this bank.

Township Attorney Bultje – Stated that if her employer requested her to not participate then she should follow those instructions.

At 7:07 PM., Michelle Gillespie left the Planning Commission and joined the public.

Review began on the Emerald Lakes Class B Earth Change renewal. Mr. Jack Dykstra was present to answer questions regarding the renewal.

Chairperson Martinie – When was the last aerial photograph taken?

Zoning Administrator Lovelace – In 2021.

Open and closed cells were reviewed. It was noted that the dashed line represents the current shoreline of the lake.

There were no more questions from the public or the Planning Commission.

A motion was made by Travis Vugteveen and seconded by Lydia Brown to recommend to the Township Board approval of the Emerald Lakes Class B Earth Change renewal permit based upon substantially complying with the criteria for renewal with the Earth Change Ordinance and subject to all conditions of previous renewals. The Planning Commission finds the representations to be true and that there are no adverse impacts to the health, safety, and general welfare of the Township.

A roll call vote was taken.

Lydia Brown – Yes

Bill Maschewske – Yes

Shawn Martinie – Yes

Steve Young – Yes

Travis Vugteveen – Yes

The motion carried unanimously with one member absent and one member recused.

At 7:15 PM., the Emerald Lakes Earth Change renewal issue was completed and Michelle Gillespie rejoined the Planning Commission.

The next item on the agenda was the Pigeon Creek Golf Course PUD major amendment Preliminary Site Plan review.

Chairperson Martinie requested a brief description of the proposed amendment from the applicants.

Jack Barr of Nederveld stated the applicants are requesting to add an Event Center as an accessory use to the Golf Course. The Event Center would have a capacity of 299 persons and be 10,763 square feet in area. He noted issues were identified by the Zoning Administrator and addressed them. Issues included gravel parking, expanding the existing pond for stormwater and

the need for permits, well and septic permits, required public civic space, screening and buffering for parking lots, lack of sidewalks, and screening for HVAC systems.

Steve Young – Inquired if he should recuse himself from the Planning Commission regarding the Pigeon Creek Golf Course since his son works for the Golf Course.

Township Attorney Bultje – No, that is not a problem.

Jack Barr – Noted that part of what they plan for parking is currently overflow parking for the existing Golf Course.

Chairperson Martinie – What is the use of the adjacent property to the North?

Jack Barr – Agriculture.

Chairperson Martinie – What is the use of the property to the East of the Clubhouse, between the clubhouse and 120th Ave.?

Mike Kuyers – They use it for maintenance and rent it from their parents.

Travis Vugteveen – Where does the drainage from the existing parking area now go? The applicants have submitted a plan to increase the size of the pond and discharge to the Walters Drain.

Jack Barr – It overflows, if necessary, to the Walters Drain.

Chairperson Martinie – Will the new well be dedicated to the Event Center?

Jack Barr – No, the new well and old well will be interconnected.

Steve Young – How deep is the existing well serving the Golf Course?

Jack Barr – He does not have that information, but will have it for the public hearing.

Travis Vugteveen – Questioned the proposed parking.

Chairperson Martinie

1. They have done a parking requirements calculation based upon usage.
2. They can remedy any shortage by having enough land.
3. There is no health, safety, or general welfare issues.

Bill Maschewske – Since the Event Center is accessory to the Golf Course, does that mean that if the Golf Course ceases to function, the event center must cease operation also?

Township Attorney Bultje – The PUD is defined as one unit. Right now we should just make sure the application is complete. We can ask for more information at the public hearing and after public input.

A discussion followed regarding the review process for the Preliminary Site Plan.

Travis Vugteveen – What is the proposed building height?

Zoning Administrator Lovelace – Stated she will address this question by the time of the public hearing.

A motion was made by Travis Vugteveen and seconded by Michelle Gillespie finding the Preliminary Site Plan is adequate to schedule a public hearing for the Final Site Plan and PUD major amendment process for November 22, 2022.

The motion carried unanimously with one member absent.

A motion was made by Lydia Brown and seconded by Michelle Gillespie to extend the notification area around the Pigeon Creek Golf Course for the November 22, 2022 public hearing to 1320 ft. per Section 4.50 (D) of the Zoning Ordinance.

The motion carried unanimously with one member absent.

Old Business

Work continued on reviewing and revising draft text dated October 5, 2022 for a proposed Zoning Ordinance text amendment regarding Accessory Buildings.

Chairperson Martinie – Is Section 4.2 (D)(1) correct?

Bill Maschewske -- Yes, and proposed a more detailed version of the example calculation.

Chairperson Martinie – Noted the example calculation for Section 4.2(D)(2) is not correct.

Bill Maschewske – Proposed two alternative and more detailed calculation methods for the example to make it clearer how the calculation is performed. The following was accepted: “A parcel of 3.21 acres is used as an example. The first acre results in 1200 sq. ft. of accessory building. The remaining 2.21 acres is calculated by 2.21×1000 equals 2210 sq. ft. The total accessory building area permitted is the sum of the two calculations ($1200 + 2210 = 3410$ sq. ft.).

Travis Vugteveen – Stated Section 30.3 regarding overlay districts needs to be revised to reduce building separations from 20 ft. to 10 ft. as in other zoning districts.

Chairperson Martinie – Agreed.

Zoning Administrator Lovelace – This would be revised.

Bill Maschewske – Inquired why the text for Chapter 30 was not contained within the text amendment.

Township Attorney Bultje – Stated that the revisions to Chapter 30 were described in the text of the proposed amendment and all of Chapter 30 text should be eliminated from the amendment.

This concluded review of the proposed Zoning Text amendment regarding Accessory Buildings.

At 8:10 PM., the proposed Parking and Loading Standards were again reviewed.

Chairperson Martinie – Did we delete “private” from schools in Table 22-2?

Planning Commission – No. “Private” was deleted from Golf Courses only.

Travis Vugteveen – Questioned how the proposed parking standards addressed parking for the proposed Pigeon Creek Golf Course and Event Center.

A sample calculation was made.

Bill Maschewske – Restaurants without drive through did not get revised per the consensus of the previous meeting.

It was noted that the correction for Restaurants without drive through was made erroneously to Restaurants with drive through. This would be corrected.

There were no more comments regarding Parking and Loading Standards.

Township Attorney Bultje noted that the Planning Commission issues a Recommendation and Report on PUD recommendations. This would affect the timing of the approval process through the Township Board level. The normal method of approval is to have the public hearing, then draft a Recommendation and Report that is reviewed and adopted at a following meeting. A copy of the original Recommendation and Report of the Planning Commission for the Pigeon Creek Golf Course would be the starting point. A copy would be found and distributed to Planning Commissioners.

The scheduling for the required public hearings for both the Planning Commission and the Township Board were reviewed.

Pay Bills

A motion was made by Michelle Gillespie and seconded by Travis Vugteveen to pay salaries for the October 25, 2022 Planning Commission meeting (one meeting, six members present). The motion carried unanimously with one member absent.

Adjournment

A motion was made by Travis Vugteveen and seconded by Steve Young to adjourn the Planning Commission meeting at 8:32 PM.

The motion carried unanimously with one member absent.

Respectfully submitted,

Bill Maschewske, Secretary
Robinson Township Planning Commission