

ROBINSON TOWNSHIP PLANNING COMMISSION  
May 23, 2023

The regular meeting of the Robinson Township Planning Commission was called to order at 7:00 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, Mark Sloothaak, owner of S and M Gravel and the MME Earth Change Site, Christine Sloothaak, Rodney Rotman, and Rick Postema, both representing Andor Holdings. The attendance sheet is attached.

Approval of Agenda

A motion was made by Michelle Gillespie and seconded by Travis Vugteveen to approve the meeting agenda as amended to add the topic of storage condominiums under Any and All Other Business.

The motion carried unanimously with one member absent.

Adopting of Previous Minutes

A motion was made by Lydia Brown and seconded by Michelle Gillespie to approve as written the minutes of the May 9, 2023 Planning Commission meeting.

The motion carried unanimously with one member absent.

Non-Commission member Inquiries and Questions -- None

Reports and Communications

Travis Vugteveen reported the following from the Township Board.

1. A wine tasting permit was approved for the Fox and Hen Winery on 104<sup>th</sup> Ave.
2. The S and M Gravel amended Earth Change application for the Clark Farm Site was approved.

Announcements

Zoning Administrator Lovelace reported that Olive Township has sent a letter of Intent to Plan.

### Old Business

At this time, the renewal request from S and M Gravel for the MME Earth Change Site was reviewed. Chairperson Martinie requested questions from the Planning Commission.

Travis Vugteveen – Are Cells C-4, 5, and 6 not to be worked on?

Mark Sloothaak – They are already completed.

There were no more questions.

A motion was made by Lydia Brown and seconded by Shawn Martinie to recommend to the Township Board approval of the renewal request for the MME Earth Change Application by S and M Gravel based on findings that the applicant has substantially complied and presently complies with all conditions of the said permit and all other laws, rules and regulations and such renewal would not be adverse to the health, safety, and welfare of the Township. The Planning Commission also finds the representations in the request for renewal to be true.

A roll call vote was taken.

Michelle Gillespie – Yes

Lydia Brown – Yes

Bill Maschewske – Yes

Shawn Martinie – Yes

Steve Young – Yes

Travis Vugteveen – Yes

The motion carried unanimously with one member absent.

At 7:15 PM., the next item to be reviewed was the Detailed Site Plan from Andor Holdings (Rodney Rotman).

Chairperson Martinie requested an explanation from the applicant of the water well situation.

Rodney Rotman – The existing well is at the Southwest corner of the existing building. It is a deep well with hard water and low flow rate. He tried a well at the Northeast corner of the property as indicated on the Site Plan. This well only produced 10 gallons per minute and was hard water. On the East lot line is a shallow well as shown on page C.1 of the Site Plan. This well produces good quality and quantity and will serve all of the new development. The well at the Northeast corner of the property will be properly abandoned.

Chairperson Martinie then requested if anyone had found any information missing in the Site Plan per Section 31.7 of the Zoning Ordinance.

Bill Maschewske – Section 31.7 E – Properties to the West and South of the subject parcel are not identified for use.

Rodney Rotman – The property to the East and North is residential, to the West is Agricultural, and to the South is Commercial.

Bill Maschewske – Questioned the brush and stump pile that has been on the property.

Rodney Rotman – It will be removed.

Bill Maschewske – Section 31.7 I – Are utility lines shown?

They were identified on C.6 of the Site Plan.

Bill Maschewske – Section 31.7 N – Are there any County drains on or near the property?

Rodney Rotman and Rick Postema – None

Section 31.7 T – Will there be any hazardous chemicals stored on site?

Rodney Rotman – No.

Chairperson Martinie – What will be the schedule for construction of at least Phase 1?

Rodney Rotman – Two years.

It was noted that the Site Plan Approval is good for one year but can be renewed.

Rodney Rotman – Schedule is one year then.

Bill Maschewske – Section 31.7 Y – What will be the impact on the community? It is not stated in Detailed Site Plan.

Rodney Rotman – He has contacted MDOT and the Ottawa County Road Commission regarding traffic and there should be minimal impact. He has his own well and septic. He already has gas and electricity on site. Most of the vegetation that was on the site at one time is now gone.

Travis Vugteveen – Please explain why you are seeking a variance for the parking standards.

Zoning Administrator Lovelace – The new parking is less non-conforming than the old, but still non-conforming.

Rodney Rotman – Does not understand why he needs a variance since the parking is already there. See Sheet C.1.

Township Attorney Bultje – A variance is needed since the applicant is proposing to create parking which is still non-conforming. If you do not get a variance, you have a Plan B since if the original parking is not changed, no variance is needed. The original parking is grandfathered.

Bill Maschewske – Sheet C3.2 – Questioned the water levels in the Soil Boring Data at the top of the page.

Steve Young – It is the water pressure that makes the water rise after drilling.

Bill Maschewske – Sheet C.6 – How will water usage be monitored and limited to 1000 gallons per day.

Rodney Rotman – He has water metering installed on the existing building and will do the same on the new buildings. Because of water usage limitations, he will not have a restaurant on the site. He will monitor how much water each unit uses.

Bill Maschewske – Sheet C.8 – Is there any exterior lighting on the North side of the North building?

Rodney Rotman – No.

Hearing no more questions, Chairperson Martinie requested a review of the Site Plan Standards in Section 31.8 of the Zoning Ordinance. The findings of the Zoning Administrator are included. The Planning Commission response is in *Italics*. The complete Zoning Administrators Memorandum on the Andor Holdings Detailed Site Plan is attached.

(A) Master Plan and M-231 Sub-Area Plan. Proposed uses and development activity shall be substantially consistent with the Robinson Township Master Plan, as supplemented by the M-231 Sub-Area Plan.

Staff finds the proposed site plan is consistent with the Township Master Plan and is not part of the M-231 subarea plan. If the PC agrees, this standard may be met.

*The Planning Commission agrees with the Zoning Administrator findings and this requirement is met.*

(B) Connectivity. Pathways for bicycles and pedestrians shall be incorporated throughout the development and along all perimeter streets to ensure connectivity between internal uses and with adjacent properties.

The site plan proposes sidewalks along the Lake Michigan Drive (LMD) and 104th Avenue frontage. As such, this standard appears to be met.

*The Planning Commission agrees with the Zoning Administrator findings and this requirement is met.*

(C) Traffic Circulation. The number, location, size of access and entry points, and internal vehicular and pedestrian circulation routes shall be designed to promote safe and efficient

access to and from the site, and circulation within the site. In reviewing traffic features, the number, spacing, and alignment of existing and proposed access points shall be considered relative to their impact on traffic movement on abutting streets and adjacent properties.

The proposed one-way ingress from LMD and the two-way ingress/egress at 104th Avenue appear adequate, pending Ottawa County Road Commission (OCRC) and Michigan Department of Transportation (MDOT) approvals. Truck turning radii are provided. Internal vehicle routes appear adequate. Raised sidewalks are provided around the perimeter of the building 1 (south), the front of building 2 (north) and flush sidewalk near the parking area for the existing building. Pedestrian circulation appears adequate. As such, this standard may be met.

*The Planning Commission agrees with the Zoning Administrator findings and this requirement is met.*

(D) Interior Street Connectivity. Streets or private roads may be required to be extended to exterior lot lines in order to allow connection to existing or planned streets on adjacent parcels, to provide for secondary access, to establish continuity of the circulation system, and to reduce traffic and impact to the transportation network.

Staff finds that this standard is not applicable.

*The Planning Commission agrees with the Zoning Administrator findings and this requirement is met.*

(E) Natural Resource Preservation. Site design shall prioritize the preservation of natural features, such as steeper slopes, wetlands, significant hardwood tree stands, streams, and other significant site characteristics. Applicants must demonstrate how alternatives were considered during the planning process and shall provide justification for the selected development alternative.

Staff finds that this standard is not applicable.

*The Planning Commission agrees with the Zoning Administrator findings and this requirement is met.*

(F) Stormwater. Stormwater detention and drainage systems shall be designed so the removal of surface waters will not adversely affect neighboring properties or public stormwater drainage systems and shall maintain or improve predevelopment conditions.

The Ottawa County Water Resource Commissioner's (OCWRC) office reviewed a preliminary version of the plan on February 6, 2023. The Applicant states the storm water management components and sizes are similar in function and size to those approved in February. Final stormwater review and approval by the OCWRC shall be required.

In anticipation of this approval, this standard may be met.

*The Planning Commission agrees with the Zoning Administrator findings and this requirement is conditionally met pending final approvals.*

(G) Landscaping. The landscape shall be preserved in its natural state, insofar as practicable, by minimizing unnecessary tree and soil removal, and any grade changes shall be in keeping

with the general appearance of neighboring developed areas. Provision or preservation of landscaping may be required to ensure that the proposed uses will be adequately buffered from one another internally and from surrounding property.

Staff finds that this standard is not applicable, as there will be no significant tree removal or grade change.

*The Planning Commission agrees with the Zoning Administrator findings and this requirement is met.*

(H) Screening. Where commercial uses abut residential uses, appropriate screening consisting of attractively designed, opaque fencing or equivalent landscaping shall be provided to shield residential properties from noise, headlights, and glare.

Six-foot privacy fence screening is provided along the north side of building 2 to screen HVAC, around the dumpster, and along the east parcel line. Thirty-inch fencing is provided along the west and south sides of the development. Landscaping trees are provided at the SE corner and around the dumpster area. As such, this standard may be met.

*The Planning Commission agrees with the Zoning Administrator findings and this requirement is met.*

(I) On-site Treatment. Outside of utility service areas or prior to sanitary sewer availability, land use intensity shall be scaled appropriately based on the capability of on-site systems to adequately accommodate usage. On-site treatment systems shall be designed to protect groundwater and surface water quality to the maximum extent possible.

On-site septic is proposed. This shall require Ottawa County Health Department (OCHD) approval. In anticipation of this approval, this standard may be met.

*The Planning Commission agrees with the Zoning Administrator findings and this requirement is conditionally met pending final approvals.*

(J) Utility Service. All utility service shall be underground, unless deemed impractical by the Township, on the basis of the size of the development, the cost of placing utility service underground, the character of the area, and such other factors as are deemed important by the Township.

Utility Plan C6 shows buried conduit. As such, this standard may be met.

*The Planning Commission agrees with the Zoning Administrator findings and this requirement is met.*

(K) Exterior Uses. Exposed storage areas, machinery, heating and cooling units, service areas, loading areas, utility buildings and structures, and similar accessory areas shall be located to have a minimum negative effect on adjacent properties, and shall be screened, if reasonably necessary, to ensure compatibility with surrounding properties.

The proposed loading area is screened from the neighboring property by a six-foot private fence.

Heating/cooling units are located on the back of each building and are screened by fencing. Additionally, the dumpster is screened by a six-foot privacy fence. As such, this standard may be met.

*The Planning Commission agrees with the Zoning Administrator findings and this requirement is met.*

(L) Emergency Access. All buildings and structures shall be readily accessible to emergency vehicles. Prior to approval or as a condition of approval, building layouts, internal circulation, and other site characteristics that affect life safety shall be reviewed and approved by the appropriate public safety official or fire marshal.

The Fire Chief has reviewed and is generally satisfied with the proposed plan. As such, this standard may be met.

*The Planning Commission agrees with the Zoning Administrator findings and this requirement is met.*

(M) Water and Sanitary Sewer. Water and sanitary sewer installations shall comply with all Township, County and State specifications and requirements, and the utility service area policies outlined in the M-231 Sub-Area Plan, as applicable.

As previously stated, well and septic permits shall be a condition of approval. As such, this standard may be met.

*The Planning Commission agrees with the Zoning Administrator findings and this requirement is conditionally met pending final approvals.*

(N) Signs. Signs shall be located to avoid the creation of distraction and visual clutter. They shall be designed to be visually compatible with the architecture of the principal structure. Sites with multiple signs should incorporate common design theme.

No signage is proposed at this time other than wayfinding. Any signage shall require zoning review and approval. As such, this standard may be met.

*This requirement is deferred until the applicant makes application for signage, at which time it will require Zoning review and approval.*

(O) Building Design. To the maximum extent reasonable, new or substantially remodeled buildings shall be reasonably compatible in appearance with, or shall enhance, the established general character of other buildings in the immediate vicinity or development.

There is an existing building on the site; however, the Applicant did not state that a remodel is planned. Remodel compatibility of this existing building with the new buildings should be a condition of approval. Recognizing this condition, this standard may be met.

*The Planning Commission does not agree with the Zoning Administrator findings and feels the existing building is already compatible with the proposed buildings. This requirement is met.*

(P) Civic Space. At least one (1) civic space shall be provided per development, including but not limited to small parks, playgrounds, fountains and sitting areas, or other similar elements. The developer shall provide civic space that is designed and sized commensurate with the scale of the proposed development, intended user, level of public access, occupant load, and type of lot.

Two benches are provided in the southwest corner of the property where the sidewalks along 104<sup>th</sup> Avenue and LMD converge. No landscaping is proposed. If the Planning Commission approves of this proposed civic space, this standard appears to be met.

*The Planning Commission agrees with the Zoning Administrator findings and this requirement is met.*

A motion was made by Travis Vugteveen and seconded by Steve Young to recommend to the Township Board approval of the Andor Holdings Detailed Site Plan based upon the following findings.

1. The application is complete per Section 31.7 of the Zoning Ordinance from the Planning Commission and Zoning Administrator reviews.
2. The Zoning Ordinance Standards in Section 31.8 are met based upon the Planning Commission review and the Zoning Administrator Report with the exception of Compatibility which requirement the Planning Commission finds is met.

And with the following Conditions, including those identified in the Zoning Administrators report except for Compatibility.

1. Ottawa County Road Commission and MDOT approvals shall be required prior to issuance of a building permit.
2. Ottawa County Health Department approvals of well and septic shall be required prior to issuance of a building permit.
3. Ottawa County Water Resources Commission approval shall be required prior to issuance of a building permit.
4. The Applicant must receive a variance from the Zoning Board of Appeals for the proposed parking in the front yard near the existing building.
5. Compliance with the verbal representations made by the applicant and recorded in the Planning Commission minutes.
6. Compliance with the developers plans.
7. Compliance with all Federal, State, County, and Township laws and ordinances.

A roll call vote was taken.

Michelle Gillespie – Yes

Lydia Brown – Yes

Bill Maschewske – Yes

Shawn Martinie – Yes

Steve Young – Yes

Travis Vugteveen – Yes

The motion carried unanimously with one member absent.



At 8:20 PM., the latest changes to the draft Master Land Use Plan map were discussed and reviewed. It was agreed the map was revised as requested.

Township Attorney Bultje was questioned regarding if a planned area for High Density Residential (HDR) was required on the map even though no location qualified at this time. His recommendation was to select a location that was likely to meet the criteria in the future and the plan could be revised later with future reviews.

There was a long discussion regarding the desired location for planned HDR. The consensus selected a 10-acre parcel on Johnson St. near 144<sup>th</sup> Ave. The map would be revised by Township Contracted Planner Gregory Ransford accordingly and the entire draft Master Land Use Plan, including the map, would be forwarded to Township Attorney Bultje for his review.

Mark Sloothaak – Inquired about water availability in the Township. A long discussion followed regarding the Citizen Survey and lot sizes.

At 9:05 PM., the revised draft Rules of Procedure for the Planning Commission were reviewed. Township Attorney Bultje was specifically requested previously by the Planning Commission to streamline the section on public hearings and to basically eliminate unnecessary text.

Chairperson Martinie called for comments on the draft Rules of Procedure.

Bill Maschewske

1. Article VI, Section 1 (D) – A line item for “Approval of Agenda” should be added since it seems to be a normal part of the agenda in recent years. This change was accepted.
2. Article VI, Section 2 (C) – The specific instructions for conduct of the public hearing was requested to be made optional at the Planning Commission request. This suggestion was rejected by the Planning Commission and the text was deleted.
3. Article VI, Section 2 (C) – Sections K and L should be left in since otherwise the Planning Commission has no direction regarding action following the public hearing. This recommendation was accepted by the Planning Commission.
4. Article IX, Section 2 (B) – This section includes the required content of a Master Plan per State of Michigan Act 33. It was agreed to leave this content in the Rules of Procedure.

Township Attorney Bultje will revise the draft Rules of Procedure per the above comments for further review at the next regular meeting.

New Business – None

Pay Bills

A motion was made by Michelle Gillespie and seconded by Lydia Brown to pay Planning Commission salaries for May 23, 2023 meeting (six members present, one member absent). The motion carried unanimously with one member absent.

Any and All Other Business That May Come Before the Board

Zoning Administrator Lovelace inquired about the allowable uses on a B-2 Zoned parcel located on North Cedar St. and owned by Richard and Maxine TenBrink. There has been a request for condominium storage on the site which is located adjacent to Southern Grand Marina. It was agreed that any storage buildings allowed should not include bathroom facilities.

Adjournment

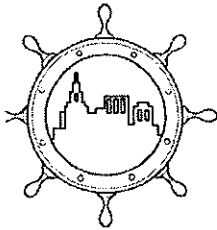
A motion was made by Travis Vugteveen and seconded by Steve Young to adjourn the Planning Commission meeting at 9:40 PM,  
The motion carried unanimously with one member absent.

Respectfully submitted,

Bill Maschewske, Secretary  
Robinson Township Planning Commission

Attachment: Sign- In Sheet for Planning Commission May 23, 2023 meeting.

Zoning Administrator Memorandum dated May 5, 2023 Regarding 10395 Lake Michigan Drive – Andor Holdings Final Site Plan Review.



## Fresh Coast Planning

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## MEMORANDUM

To: Robinson Township Planning Commission  
From: Julie Lovelace *JL*  
Date: May 5, 2023  
Re: 10395 Lake Michigan Drive --Andor Holdings Final Site Plan Review

In accordance with the Robinson Township Zoning Ordinance (RTZO) Section 31.6 *Detailed Site Plan*, attached is a site plan review application from Rodney Rotman (Andor Holdings) for two multi-tenant buildings; one 12,213 square foot and 12,256 square feet. Additionally, there is an existing 1,411 square foot office building on the property. The address is 10395 Lake Michigan Drive. The lot is conforming with regard to parcel size and dimensions for the B-1 and B-2 Zoning Districts.

The site plan has been reviewed and found complete. The Applicant has provided a narrative, site plan, proof of ownership, proof of financing, connected gas load, and light fixture specifications. The Applicant received preliminary site plan approval at the April 25, 2023 meeting. Changes to the site plan since preliminary review include:

- Updated elevations
- Green areas at corners of sanitary sewer absorption mound eliminated or modified
- Pavement at north side of existing building moved southward
- Building 1 enlarged
- Building 2 enlarged and parking expanded. Concrete sidewalk on north side of building 2 replaced with 6-foot x 6-foot concrete pads at each door. Sidewalk and door added to west elevation. Screening at north side changed from landscaping to 6-foot fencing to screen HVAC.
- A retaining wall was added to the NW retention pond on west side of building 2

### Observations and Findings

#### *Existing Building*

The existing occupied building is considered legally nonconforming, in that it does not meet the current minimum front setback of 75 feet (per Chapter 30 of the RTZO) to either the south or west lot lines. Additionally, the existing parking spaces are in violation of our recently-adopted RTZO Off-Street Parking and Loading standards, as the spaces sit within the required front yard (Sec. 22.2(D) Design and Construction Requirements). The Applicant proposes removing the existing entrance currently located in front of this building and removing the existing parking lot. While the existing parking sits in front of the building and to the east side, the new parking will be located on the east side of the building only. While the proposed parking would still violate Section 22.2(D), parking is necessary to service the existing building and the proposed parking is *less nonconforming* than the existing parking. During preliminary review, Attorney Bultje stated they Applicant must seek a variance for the proposed parking. This should be a condition of approval.

#### *Proposed Buildings*

The parcel is split zoned B-1 to the north and B-2 to the south. Per the Applicant's narrative, the building located on the southern portion of the lot will be constructed first (we will call this Building 1). The building will straddle the two zoning districts with approximately 2,000 square foot of building in the B-1 zoning district and the rest in B-2.

Section 5.3 of the RTZO states “where a Zoning District boundary line on the Zoning Map divides a lot, the least restricted use shall not extend beyond such line.” The Applicant proposes the two northernmost units in Building 1 shall be designated for office use, which is a permitted use in the B-1 zoning district. The remaining 10,000 square foot of the building is proposed to be made available to tenants with the following conditions:

- Tenants conform to B-2 zoning permitted uses
- The number of retail tenants may not exceed five in the entire building per Sections 12.2(A) and 13.2(B) of the RTZO
- Tenants must have total water and sanitary sewer waste volumes that maintain total building daily discharge to sewer below 1,000 gallons and meet Ottawa County Health Dept (OCHD) approval in this regard.

The Applicant does intend for one unit of Building 1 to be used as a coffee house with a drive-through window. The leased area proposed for this use will be approximately 1,200 – 2,400 square feet.

The northern building, Building 2, is situated entirely within the B-1 zoning district.

#### *Proposed Parking*

As per the RTZO Section 22.1(B) of *Off-Street Parking and Loading*, “Where a building may be used for more than one purpose and the applicant does not limit the permitted uses in the building, parking spaces shall be provided based on the possible use(s) that require the most parking spaces.”

The Applicant has used a general calculation of one space per 200 square foot of gross floor area (GFA). This appears to be adequate considering the permitted uses in the B-1 and B-2 zoning districts that might apply to these buildings. With the exception of Health & Physical Fitness Salons (which may equate to Swimming Pool Clubs/Tennis Clubs) and Medical & Dental Clinics, most other permitted uses require the same or less parking. Some uses such as Laundromats, Personal Service Establishments, and Veterinarian Clinics cannot be calculated until other factors are known.

#### *Construction Phasing*

Phasing of the buildings will be:

- Phase 1  
Building 1 northern 6,000 square foot with all driveways, paved traffic ways, and 87 parking space, dumpster enclosure, screen fences, south building sewage disposal system, site light, storm water management ponds, public walkways, and civil space
- Phase 2  
Remaining south half of Building 1 and the surrounding concrete walkways
- Phase 3  
Building 2 western half and additional paved parking to complete the full site design number of spaces and the north building sewage disposal
- Phase 4  
Complete the project by constructing the east half of the north building

#### Fire Chief Review

Fire Chief VanVelzen did preliminary review and was generally satisfied with the plan with the exception of the landscaping areas at the four corners of the absorption field. This was corrected on the final plan.

Final Site Plan Review Standards

Per Section 31.8 Standards for Site Plan Review:

Approval of the Detailed Site Plan shall be granted only if it meets all applicable requirements set forth in this Ordinance.

Unless a more specific design standard is provided for in this Ordinance, all uses, sites, and structures subject to site plan review shall comply with the following standards. For your convenience, Staff comments are in *italics*:

- (A) Master Plan and M-231 Sub-Area Plan. Proposed uses and development activity shall be substantially consistent with the Robinson Township Master Plan, as supplemented by the M-231 Sub-Area Plan.

*Staff finds the proposed site plan is consistent with the Township Master Plan and is not part of the M-231 subarea plan. If the PC agrees, this standard may be met.*

- (B) Connectivity. Pathways for bicycles and pedestrians shall be incorporated throughout the development and along all perimeter streets to ensure connectivity between internal uses and with adjacent properties.

*The site plan proposes sidewalks along the Lake Michigan Drive (LMD) and 104<sup>th</sup> Avenue frontage. As such, this standard appears to be met.*

- (C) Traffic Circulation. The number, location, size of access and entry points, and internal vehicular and pedestrian circulation routes shall be designed to promote safe and efficient access to and from the site, and circulation within the site. In reviewing traffic features, the number, spacing, and alignment of existing and proposed access points shall be considered relative to their impact on traffic movement on abutting streets and adjacent properties.

*The proposed one-way ingress from LMD and the two-way ingress/egress at 10<sup>th</sup> Avenue appear adequate, pending Ottawa County Road Commission (OCRC) and Michigan Department of Transportation (MDOT) approvals. Truck turning radii are provided. Internal vehicle routes appear adequate. Raised sidewalks are provided around the perimeter of the building 1 (south), the front of building 2 (north) and flush sidewalk near the parking area for the existing building. Pedestrian circulation appears adequate. As such, this standard may be met.*

- (D) Interior Street Connectivity. Streets or private roads may be required to be extended to exterior lot lines in order to allow connection to existing or planned streets on adjacent parcels, to provide for secondary access, to establish continuity of the circulation system, and to reduce traffic and impact to the transportation network.

*Staff finds that this standard is not applicable.*

- (E) Natural Resource Preservation. Site design shall prioritize the preservation of natural features, such as steeper slopes, wetlands, significant hardwood tree stands, streams, and other significant site characteristics. Applicants must demonstrate how alternatives were considered during the planning process and shall provide justification for the selected development alternative.

*Staff finds that this standard is not applicable*

- (F) Stormwater. Stormwater detention and drainage systems shall be designed so the removal of surface waters will not adversely affect neighboring properties or public stormwater drainage systems and shall maintain or improve predevelopment conditions.

*The Ottawa County Water Resource Commissioner's (OCWRC) office reviewed a preliminary version of the plan on February 6, 2023. The Applicant states the storm water management components and sizes are similar in function and size to those approved in February. Final stormwater review and approval by the OCWRC shall be required. In anticipation of this approval, this standard may be met.*

- (G) Landscaping. The landscape shall be preserved in its natural state, insofar as practicable, by minimizing unnecessary tree and soil removal, and any grade changes shall be in keeping with the general appearance of neighboring developed areas. Provision or preservation of landscaping may be required to ensure that the proposed uses will be adequately buffered from one another internally and from surrounding property.

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- (H) Screening. Where commercial uses abut residential uses, appropriate screening consisting of attractively designed, opaque fencing or equivalent landscaping shall be provided to shield residential properties from noise, headlights, and glare.

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*On-site septic is proposed. This shall require Ottawa County Health Department (OCHD) approval. In anticipation of this approval, this standard may be met.*

- (J) Utility Service. All utility service shall be underground, unless deemed impractical by the Township, on the basis of the size of the development, the cost of placing utility service underground, the character of the area, and such other factors as are deemed important by the Township.

*Utility Plan C6 shows buried conduit. As such, this standard may be met.*

- (K) Exterior Uses. Exposed storage areas, machinery, heating and cooling units, service areas, loading areas, utility buildings and structures, and similar accessory areas shall be located to have a minimum negative effect on adjacent properties, and shall be screened, if reasonably necessary, to ensure compatibility with surrounding properties.

*The proposed loading area is screened from the neighboring property by a six-foot private fence. Heating/cooling units are located on the back of each building and are screened by fencing. Additionally, the dumpster is screened by a six-foot privacy fence. As such, this standard may be met.*

- (L) Emergency Access. All buildings and structures shall be readily accessible to emergency vehicles. Prior to approval or as a condition of approval, building layouts, internal circulation, and other site characteristics that affect life safety shall be reviewed and approved by the appropriate public safety official or fire marshal.

*The Fire Chief has reviewed and is generally satisfied with the proposed plan. As such, this standard may be met.*

- (M) Water and Sanitary Sewer. Water and sanitary sewer installations shall comply with all Township, County and State specifications and requirements, and the utility service area policies outlined in the M-231 Sub-Area Plan, as applicable.

*As previously stated, well and septic permits shall be a condition of approval. As such, this standard may be met.*

- (N) Signs. Signs shall be located to avoid the creation of distraction and visual clutter. They shall be designed to be visually compatible with the architecture of the principal structure. Sites with multiple signs should incorporate common design theme.

*No signage is proposed at this time other than wayfinding. Any signage shall require zoning review and approval. As such, this standard may be met.*

- (O) Building Design. To the maximum extent reasonable, new or substantially remodeled buildings shall be reasonably compatible in appearance with, or shall enhance, the established general character of other buildings in the immediate vicinity or development.

*There is an existing building on the site; however, the Applicant did not state that a remodel is planned. Remodel compatibility of this existing building with the new buildings should be a condition of approval. Recognizing this condition, this standard may be met.*

- (P) Civic Space. At least one (1) civic space shall be provided per development, including but not limited to small parks, playgrounds, fountains and sitting areas, or other similar elements. The developer shall provide civic space that is designed and sized commensurate with the scale of the proposed development, intended user, level of public access, occupant load, and type of lot.

*Two benches are provided in the southwest corner of the property where the sidewalks along 104<sup>th</sup> Avenue and LMD converge. No landscaping is proposed. If the Planning Commission approves of this proposed civic space, this standard appears to be met.*

#### Recommendation and Draft Motion

We believe a recommendation of approval with conditions is appropriate. In an effort to assist with your formulation of a motion in that regard, we offer the following motion for your consideration. In the event a motion is offered to deny, we will gladly draft that motion for consideration at your next meeting based on your direction.

Motion to recommend to the Board approval of the site plan as presented, which includes:

- Bank letter dated 1/19/2023
- Andor Holding Narrative
- Proof of property ownership and Articles of Organization

- Complete site plan set including elevations of both buildings A-1 & A-2, proposed site plan C-1, demolition plan C2.1 & C2.2, soil boring and soil erosion C3.1 & C3.2, site dimensional plan C4.1 & C4.2, grading and storm plan C5.1 & C5.2, storm areas C5.3, utility plan C6 & C7, photometric C8, and landscaping plan L1; revised 5/9/2023, by Richard Postema.
- Exterior downlights and pole lighting fixture specs
- Gas load calculations, 4/5/2023, Richard Postema

With the following conditions:

- OCRC and MDOT approvals shall be required prior to issuance of a building permit
- OCHD approvals of well and septic shall be required prior to issuance of a building permit
- OCWRC approval shall be required prior to issuance of a building permit
- The Applicant must receive a variance from the Zoning Board of Appeals for the proposed parking in the front yard near the existing building
- Substantial remodeling of the existing building shall be reasonably compatible in appearance with, or shall enhance, the established general character of other two proposed buildings
- [insert condition]

The proposed is scheduled for preliminary review at your May 23, 2023 meeting. If you have any questions, please let us know.

JL  
Planner

Attachments

cc: Frank Johnson, Township Supervisor