

MINUTES
CASCADE CHARTER TOWNSHIP PLANNING COMMISSION
MONDAY, November 3, 2025
6:00 pm
2870 JACKSMITH AVE SE

- ARTICLE 1.** Chairman Rowland called the meeting to order at 6:00 pm.
Members Present: Korstange, Kraemer, Rowland, Cribbs, Madiol
Members Absent: None
Others Present: Andrea Hendrick, Community Planning and Development Director (Director); Nick Govan Planning Administrative Assistant; and others listed on the sign-in sheet.
- ARTICLE 2. Pledge of Allegiance to the Flag**
- ARTICLE 3. Approve the current Agenda**
Motion was made by Member Madiol to approve the current agenda. Supported by Member Cribbs. Motion carried unanimously.
- ARTICLE 4. Disclose any Conflict of Interest**
There were no conflicts of interest.
- ARTICLE 5. Approve the Minutes of the September 22, 2025 meeting.**
Motion was made by Vice Chair Kraemer to approve the September 22, 2025 meeting minutes. Supported by Treasurer Korstange. Motion carried unanimously.
- ARTICLE 6. Acknowledge visitors and those wishing to speak.**
There was no one wishing to speak.
- ARTICLE 7. Case #25-3899 – Public Hearing**
Applicant: Daniel Woods
Property Address: 8300 Cascade Rd. SE
Parcel Number: 41-19-26-126-013
Requested Action: The applicant is requesting a Type I Special Use Permit to build an accessory building over 832 sf.
- Director Hendrick presented the application for a 1,500 square foot accessory structure on a 1.6-acre lot located in the R1 zoning district. The applicant proposes to use the structure to store a truck, dirt bike, and side-by-side vehicle. The structure would be located approximately nine feet behind the front plane of the home, meeting setback requirements.
- Director Hendrick noted that only six previous requests for accessory buildings of this size on similar size parcels were approved in all zone districts, and only two of those were on properties with smaller homes. This would be one of the largest accessory buildings approved on a lot of this size, with a footprint comprising 66% of the principal structure. Staff recommended the structure may be more appropriate if set back further from Cascade Road.
- The applicant provided two letters of support from adjacent property owners. Director Hendrick noted the structure will have a visual impact on neighbors and is similar in scope to the Whispering Ridge property reviewed in February 2025. The applicant is proposing to add screening trees and remove an existing accessory

structure on the property.

Motion was made by Vice Chair Kraemer to open public hearing. Supported by Treasurer Korstange. Motion carried unanimously.

There was no one wishing to speak.

Motion was made by Vice Chair Kraemer to close public hearing. Supported by Member Cribbs. Motion carried unanimously.

Commission members expressed concerns about the size and height relative to the primary structure. Treasurer Korstange identified the 66% footprint ratio as very large and questioned whether the applicant intended to store additional items on the adjacent gravel pad. When Mr. Woods confirmed items would be stored on the pad, Treasurer Korstange noted this contradicted the argument that all storage would fit inside the proposed building.

Vice Chair Kraemer expressed concern about the size of the structure, noting it represented 'such a big jump' from the currently allowed 832 square feet. Vice Chair Kraemer indicated that if the Commission voted on the application as presented, it would be denied.

Member Cribbs suggested the applicant consider alternative roof designs, such as a Mansard roof, to achieve the desired height reduction while maintaining storage capacity. Mr. Woods responded that he could accommodate a Mansard roof design and that it would reduce the height by approximately four feet.

Director Hendrick noted that if the Commission had feedback for the applicant and was not ready for a straight denial, postponement would be the appropriate course of action to allow the applicant to return with modifications based on that feedback.

Member Cribbs suggested that postponement would allow the applicant an opportunity to reconsider the design and ensure any future modifications would be the final, approved design, avoiding the need for the applicant to reapply multiple times at additional cost.

Discussion centered on the proposed Zoning Ordinance potentially scheduled for adoption by the Board on November 19th, which would establish different standards for accessory structures. In review of what was proposed in the new Ordinance Chairman Rowland provided feedback that if the applicant returned with approximately 1,200 square feet and 22 feet in height, approval would be anticipated.

Chairman Rowland inquired about the location of the structure and discussed whether repositioning towards the back of the property might address some concerns.

The applicant expressed that this would restrict his family's use of the rear property for recreational activities with ATVs and would push those activities closer to the front of the property where they would impact neighbors more significantly. Mr. Woods expressed willingness to modify the design of the structure.

In response to the discussion of moving the structure Treasurer Korstange expressed concern about setting precedent by allowing flexibility in structure

placement based on individual circumstances.

Motion was made by Chair Rowland to POSTPONE Case Number 25-3899 until the next Planning Commission meeting to allow the applicant to consider feedback and modifications. Supported by Treasurer Korstange. Motion carried unanimously.

Chairman Rowland clarified for the applicant that postponement allows modifications without additional fees and provides time to see what the new ordinance establishes for requirements of accessory structures.

ARTICLE 8.

Case #25-3901 – Public Hearing

Applicant: Durk Martin

Property Address: 7890 36th St. SE

Parcel Number: 41-19-22-226-004

Requested Action: The applicant is requesting a Type I Special Use Permit to build an accessory structure in the front yard.

Director Hendrick presented the application, noting this has been a difficult process with the applicant. The applicant is on a corner lot, which creates two front yards. The proposed structure is approximately 20' by 30' feet and does not exceed 832 square feet, so the size is not an issue. The primary concern is the requested front yard location. Director Hendrick explained that staff had many conversations about the appropriateness of this placement and staff had illustrated compliant locations to the applicant, but he chose to apply for the Type I Special Use to place the structure in the front yard. She further explained that the applicant indicated the septic system location constrains rear placement options, and he preferred to place the structure where he could see it from his home, just west of the pool.

Director Hendrick noted the applicant provided a drawing to neighbors indicating where he wanted to place the structure, but the documentation was unclear and inconsistent with what the Planning Department had received. She could not clearly communicate to the Planning Commission what the applicant was requesting or what the neighbors' feedback meant without further clarification. Director Hendrick suggested holding the public hearing to get feedback from the public and then postponing the case until a more solid plan is provided.

Motion was made by Vice Chair Kraemer to open public hearing. Supported by Member Madiol. Motion carried unanimously.

There was no public comment received.

Motion was made by Treasurer Korstange to close public hearing. Supported by Member Madiol. Motion carried unanimously.

Chairman Rowland mentioned he wanted to see drawings and renderings showing the exact location and questioned why the Commission was postponing rather than denying the application, noting it is in a front yard. Vice Chair Kraemer indicated he would favor an opportunity for the applicant to present a clearer proposal.

Director Hendrick explained that since the hearing had already been noticed, she did not see a disadvantage to hearing public feedback. Director Hendrick noted the applicant needs to provide a complete application and plan showing location and septic constraints, as back-and-forth office discussions do not accomplish the goal.

Rowland agreed to support postponement.

**Motion was made by Chairman Rowland to POSTPONE Case Number 25-3901 until the next Planning Commission meeting.
Supported by Treasurer Korstange.
Motion carried unanimously.**

ARTICLE 9. Acknowledge visitors and those wishing to speak.

There was no one wishing to speak.

ARTICLE 10. Other Business

Director Hendrick presented a draft version of the proposed 2026 schedule, noting the Commission typically has one or two meetings per month, except for February and September. The proposed schedule removes meetings on Presidents Day (February) and Labor Day (September), holding only one regularly scheduled meeting in those months.

The Commission discussed removal of meetings that fall on holiday weeks. Members agreed to remove the April 6 meeting (spring break week) and the December 21 meeting (Christmas week).

Director Hendrick requested that the Planning Commission cancel the November 17th and December 15th, 2025, meetings and add a meeting on December 9th to the 2025 schedule. The Planning Commission confirmed those dates.

Director Hendrick stated she would update the schedule.

ARTICLE 11. Adjourn

The meeting adjourned at 7:40 pm.

Respectfully submitted,

Andrea Hendrick, Community Planning and Development Director, Recording Secretary