

Minutes

Cascade Charter Township
Planning Commission
Monday, January 9, 2022
7:00 P.M.
2870 Jacksmith Ave SE

ARTICLE 1. Chair Noordyke called the meeting to order at 7:12 P.M.
Members Present: Noordhoek, Rissi, Moxley, Noordyke, Richardson, Korstange, Engel, Bruneau, Rowland
Members Absent: None
Others Present: Planning Director Brian Hilbrands and those listed on the sign-in sheet.

ARTICLE 2. Pledge of Allegiance

ARTICLE 3. Approve the current Agenda

Chair Noordyke explained that the Capital Improvement Plan, Article 8 of the agenda, was not yet complete and Manager Swayze will present it at a future meeting.

Motion was made by Member Rissi to approve the current agenda with the removal of Article 8. Supported by Member Moxley. Motion carried 9 to 0.

Chair Noordyke introduced the two new members of the Planning Commission, Ryan Bruneau and Rob Richardson. He thanked previous members Diedre Deering and Ben Rapin for their service to the Township.

ARTICLE 4. Disclose any conflict of interest

There were no conflicts of interest disclosed.

ARTICLE 5. Approve the Minutes from the December 5, 2022 Meeting

Member Engel requested the removal of “after Patterson” in the motion at the end of Article 7 as it was redundant. He also suggested changing “Supported to” to “Supported by” in the sentence after that and pointed out that his name was incorrectly spelled as ‘Engle’ rather than ‘Engel’ in the motion at the end of Article 8.

Motion was made by Member Korstange to approve the December 5, 2022, Meeting Minutes with the three aforementioned changes. Supported by Member Moxley. Motion carried 9 to 0.

ARTICLE 6. Acknowledge visitors and those wishing to speak

There were no visitors that wished to speak.

ARTICLE 7. Case #22-2748/Cascade Charter Township

Planning Director Hilbrands presented the amendments to the Major Street Plan as drafted at previous Planning Commission meetings. This included changing the classification of 10 streets.

There was discussion, prompted by Member Bruneau, as to if Eagle Dr should be changed to a collector road since Tim Dougherty Dr is a similar street and its classification is being changed to a collector road. Various members explained that Tim Dougherty Dr is being changed to a collector road because it is the road that the Kent County Road Commission is on and that causes large vehicles and machinery to frequently utilize that street. Planning Director Hilbrands stated that they generally try to minimize how many dead end and cul-de-sac roads are zoned as collector roads. They decided to make a note that Eagle Dr may be a road to rezone as a collector road in the future, if heavy vehicle traffic increases on it.

Motion was made by Member Rissi to open public hearing. Supported by Member Engel. Motion carried 9 to 0.

Planning Director Hilbrands shared that some of the property owners on Kraft came into the office for more information on how the change in road classification would affect their property. He explained to them that it increases the setback requirements on their property and likely results in their homes becoming legal-nonconforming. None of them provided a statement to submit for the record.

Motion was made by Member Moxley to close public hearing. Supported by Member Rissi. Motion carried 9 to 0.

Member Rowland suggested the Planning Commission come up with a more streamlined process to make these kinds of changes in the future. Planning Director Hilbrands said that he doesn't know if there's a way to do this, but he will look into it.

Motion was made by Member Rissi to recommend the amendments to the Major Street Plan, as presented, to the Township Board. Supported by Member Noordhoek. Motion carried 8 to 0 with 1 abstention.

ARTICLE 8. Cascade Charter Township Capital Improvements Plan Presentation 2023-2028

The Capital Improvements Plan Presentation 2023-2028 was tabled for a future meeting as Township Manager Swayze was not yet ready to present the report.

ARTICLE 9. Review of Master Plan

Chair Noordyke explained that, for the Planning Commission to change the future land use designation for any of the land in Cascade, they would need to make a formal amendment to the master plan. In order to begin the process of amending the master plan, notices stating the intent to amend the plan must be sent out to a number of jurisdictions and agencies.

This process will include the currently formed A.C. Zoning subcommittee bringing three potential paths that could be taken to the Planning Commission, and then the Planning Commission will recommend an option/s to the Township Board. The Board will choose which option they want the Township to pursue, and they will then ask the Planning Commission to create a draft of the zoning changes to submit back to the board.

Member Rissi asked if it would be appropriate for the Planning Commission to express their intention to amend the master plan that evening since the subcommittee has nearly completed their research and believe a change to the master plan will be recommended. It was agreed that this would be appropriate timing.

Member Korstange asked if it would be a better idea to update the whole Master Plan now, rather than changing a small portion. Member Rissi asked if they should only change the one specific area that the A.C. Zoning subcommittee is actively looking into now or if they could suggest another area that they were also considering addressing. Chair Noordyke shared that Supervisor Lesperance requested the Planning Commission complete the narrow portion of the plan the subcommittee is currently working on now and determine if there are other areas that need updating later in the year.

Motion was made by Member Rissi to send out the required notices stating the intent to amend the master plan. Supported by Member Korstange. Motion carried 9 to 0.

ARTICLE 10. Election of Officers

Motion was made by Member Korstange to nominate Member Engel as Secretary, Member Moxley as Vice Chair, and Member Noordyke as Chair. Supported by Member Rissi. Motion carried 9 to 0.

Motion was made by Member Rissi to appoint Member Moxley as the Planning Commission's delegate to the Zoning Board of Appeals (ZBA) and recommend Member Rissi be appointed to the Village Design Review Committee. Supported by Member Korstange. Motion carried 9 to 0.

ARTICLE 11. 2022 Planning Department Annual Report

Planning Director Hilbrands presented the Planning Department Annual Report to the Planning Commission. Members suggested a few minor edits and requested the meetings of subcommittees be added to the report.

Member Korstange asked why the report didn't include the second site plan review for Chick-fil-et or the PUD ordinance amendment for Patterson Ice Arena and Planning Director Hilbrands explained that it was because the case was started in 2021 and recorded with the 2021 cases. Member Korstange believed that all cases should be considered in whichever year/s the Planning Commission works on them.

Member Rowland asked if there had been any complaints about Patterson Ice Arena since their case was approved; Planning Director Hilbrands said that he was not aware of any.

Member Engel requested the attendance be fixed as it showed him missing the first few meetings of the year when he wasn't appointed to the Planning Commission until April 2022.

ARTICLE 12. Planning Commission Bylaws

The Planning Commission Bylaws are included in the packet annually so that the members can review them. Members asked why the Code of Conduct they spent a large amount of time constructing in the previous year was not included. Planning Director Hilbrands said that he would look into if the Code of Conduct was ever approved.

Member Moxley asked about section 2.2C that says members of the ZBA cannot vote on cases at the ZBA level that they have already voted on at the Planning Commission level. Member Rissi explained that was because the ZBA is the last stop for a case in the township before it precedes to legal; that is why there is an alternate appointed, to step in for these cases.

Chair Noordyke pointed out that the Planning Commission needed to make sure that they are setting a term for sub-committees when they are created as that is required in the bylaws.

ARTICLE 13. Planning Principles

The Planning Commission Principles are included in the packet annually so that members can review them. Member Bruneau asked if it would be best to add the Planning Principles to the Bylaws in future years. There was continued conversation as to if the Code of Conduct and new bylaws were ever approved and what it would take to get the Planning Principles added to them.

Member Bruneau suggested including a change memo or log in the future to denote portions of documents that are changed, added, and removed. This would make it easier to see what changes were made when a new document is released. Chair Noordyke agreed that this would be a good change in the future.

ARTICLE 14. 2023 Calendar

The full 2023 meeting calendar was included in the packet for member reference. The only change was the meeting date members requested be changed due to MLK Day.

ARTICLE 15. Old Business

There wasn't any old business to discuss.

ARTICLE 16. Any Other Business

Member Rissi shared that the AC District Zoning Committee started looking into stormwater and realized that would expand the scope of the subcommittee beyond their capacity. He believed that the committee would be able to present their findings and options at the first meeting in February.

Since Member Rapin is no longer on the Planning Commission and the AC Zoning Subcommittee has spent an extensive amount of time in deep research, the members didn't believe it made sense to replace him on the subcommittee. Member Moxley will take on the note taking for the remainder of the committee's meetings. It was determined that it would be prudent to reestablish the subcommittee, including the

term that wasn't previously established. Members Rissi, Noordyke, and Korstange explained the purpose and history of the AC Zoning Subcommittee, with additional comments from other members, to the new members.

Motion was made by Member Engel to set the term of the AC Zoning Committee to one year with Members Korstange, Rissi, and Moxley as it's members. Supported by Member Noordhoek. Motion carried 9 to 0.

Chair Noordyke said that a farmland preservation Planning Commission subcommittee may be starting in the coming months and members should consider if that is something they would like to be part of.

Member Moxley asked if any progress had been made on 4680 Cascade Rd as the property was unkempt. Planning Director Hilbrands said that Zoning Administrator Smith-Jacoby has been in contact with the property owner and they are in the process of evicting the current tenant. Chair Noordyke requested the Township consider citing the property owner for not following the zoning ordinance. Planning Director Hilbrands will have a conversation about additional measures that can be taken to bring the property into compliance if there is not a resolution by March 1st, 2023.

ARTICLE 17. Adjournment

Motion was made by Member Rissi to adjourn the meeting. Supported by Member Moxley. Motion carried 9 to 0. The meeting was adjourned at 8:32 P.M.

Respectfully submitted,

Joe Engel, Secretary