

Minutes

Cascade Charter Township
Planning Commission
Monday, March 6, 2023
7:00 pm
2870 Jacksmith Ave SE

- ARTICLE 1.** Chair Noordyke called the meeting to order at 7:00 P.M.
Members Present: Noordhoek, Richardson, Korstange, Moxley, Noordyke, Engel, Rissi, Bruneau, Rowland
Members Absent: None
Others Present: Planning Director Brian Hilbrands, Zoning Administrator Madison Smith-Jacoby, and those listed on the sign-in sheet.
- ARTICLE 2. Pledge of Allegiance**
- ARTICLE 3. Approve the current Agenda**
Motion was made by Member Rissi to approve the current agenda. Supported by Member Engel. Motion carried 9 to 0.
- ARTICLE 4. Disclose any conflict of interest**
Member Rissi disclosed he had completed work for the applicant in Article 8 but has not been in contact for months. There were no concerns with this conflict.
Member Rowland disclosed that he is a member of Watermark. There were no concerns with this conflict.
- ARTICLE 5. Approve the Minutes of the February 6, 2023 Meeting**
Member Bruneau made a grammatical change in the third to last line in Article 7 that “too” should be changed to “to”.
Member Richardson suggested removing “of them” from the first sentence in Article 7.
Motion was made by Member Rissi to approve the February 6, 2023 Meeting Minutes with the proposed changes. Supported by Member Engel. Motion carried 9 to 0.
- ARTICLE 6. Acknowledge visitors and those wishing to speak**
There was no one who wished to speak.
- ARTICLE 7. Case #23-3753/J. Visser Designs**
Property Address: 1550 Thornapple River Drive
Requested Action: Seeking a Type 1 Special Use permit for an accessory building exceeding 832sqft.
Zoning Administrator Smith-Jacoby presented the case explaining that the applicant is looking to expand their accessory building an additional 825sqft. They currently have an

existing 670sqft boathouse that is detached, making the total for the new building 1,495sqft. Upon site evaluation, Staff noted a shed that will need to be removed, but setbacks and the boathouse proximity to the water meet the requirements. In addition, there were a total of 3 letters of support received for this boathouse.

Staff recommended approval of this Type 1 Special Use Permit with conditions that proper permits are obtained for building a structure close to the water, the accessory building may not be used as a living/dwelling/business space, and the existing shed must be removed.

Member Engel asked if there were any lighting concerns. Zoning Administrator Smith-Jacoby ensured that lights will meet township standards.

Member Bruneau wanted clarification on the addition size since it will be approximately 3,000sqft in total. Planning Director Hilbrands explained when measuring accessory building size, they only use the footprint.

Member Bruneau commented with the accessory drive, decking, and various concrete slabs that the new addition seemed to be a lot added to the property. Zoning Administrator Smith-Jacoby did not see this as an issue because the property is over an acre and the building is not viewable from the road.

The applicant, Thomas Aaberg (1550 Thornapple River Drive), said this will be a beautiful addition and replace the unsightly boat lift.

Member Rowland commented on the importance of letters showing neighbor support.

Member Moxley said that, as an architect, the building design is good-looking.

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

There was no one who wished to speak.

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

Motion was made by Member Rissi to approve the Type 1 Special Use for an accessory building exceeding 832sqft with the conditions listed in the packet with two additional conditions including the lighting meeting Township standards and the shed must be taken down within 30 days of project completion. Supported by Member Moxley. Motion carried 8 to 1.

ARTICLE 8. Case #23-3755/Watermark Property LLC

Property Address: 1600 Galbraith Ave

Requested Action: Site Plan Review for an approximately 4,000 sq ft addition to the existing clubhouse building.

Planning Director Hilbrands explained that this is a straightforward request for a site plan approval of a building addition. The PUD ordinance limits this clubhouse to 30,000sqft. In a previous addition to this building, mechanical and storage areas were considered unusable spaces that did not generate additional trips or parking spaces and were not included in the total square footage. Upon using that calculation method, the building has 25,400sqft of usable space allowing for 4,600sqft to be added. The site plan addition will be adding 4,057sqft of usable space. For additions to commercial buildings there is also a review of parking. The site is required to have 346 parking spaces. There are currently 297 spaces on site, with 49 deferred spaces that can be built, as well as an agreement in place to use 50 spaces on an adjacent property.

The Fire Department and township engineer both reviewed the application and approved the plans. A stormwater maintenance agreement will also need to be recorded.

Planning Director Hilbrands also noted that in a previous addition to the building, there was a condition of approval to combine a one-acre parcel to the west of the clubhouse with the larger golf course parcel. This was due to setback issues and will need to be combined before a new building permit is issued.

Staff Recommended site plan approval for the proposed addition with the four conditions listed in the packet.

Member Bruneau asked if this site was identified with a PFAS issue and was concerned about runoff during excavation. Planning Director Hilbrands was unsure but they can ask the applicant.

Member Bruneau asked why there were leniencies with the square footage. Planning Director Hilbrands mentioned that the PUD ordinance is older and has no clearly defined means of configuring square footage. An amendment to a PUD requires public hearings with additional meetings, and then final approval by the Township Board.

Rob Berends, Project Manager at Nederveld, attended the meeting to answer any questions. He explained in greater detail that the main floor will have about a 2,500sqft addition to the restaurant and the lower level will have a 1,500sqft addition to the pro shop. There are surveyors working on the parcel combination and the owner is in accord with the stormwater maintenance agreement requirement. In terms of parking spaces, the agreement with the adjacent property has a recorded document with Kent County ensuring legitimacy.

Member Engel asked if the parking arrangement is an easement on the adjoining property or if there was another method used. Craig Smith, Watermark's COO, clarified that it is a seasonal trade agreement where three months of the year they can use the spaces.

Member Korstange expressed concern with stipulations not being followed through on certain conditions.

Member Bruneau asked why rules and regulations are put into place if the Commission approves buildings and additions larger than the allowable amount of 832sqft. Chair Noordyke explained to avoid putting various rules in place, anything above 832sqft is brought to the Planning Commission for a case-by-case review.

Member Rowland asked if the new computer software will help organize individual cases. Planning Director Hilbrands said there will be easier tracking of conditions and he ensured that he will not sign off on building permits until all conditions are met.

Motion was made by Member Rissi to approve the site plan with the conditions listed in the packet. Supported by Member Moxley. Motion carried 8 to 1.

ARTICLE 9. Old Business

Member Rissi recently gave a presentation to the Township Board regarding the AC Zoning District Subcommittee. The Board was in full support of the Planning Commission's recent motion to proceed with Option 2. Moving forward there were two concerns: the need to have Planning Director Hilbrands update the master plan and have the subcommittee work on zoning around the airport.

Chair Noordyke clarified that the area around the airport is to revert to an agricultural future land use designation for uses such as parks. He directed anyone with suggestions or opinions on potential updates to the master plan to reach out to Planning Director Hilbrands.

Member Korstange asked if it would be easier to change ARC zoning across the whole township or in just this area. Planning Director Hilbrands thought it would be easier to amend the ARC zoning instead of making changes in only one area.

Member Rissi pointed out another amendment talked about would be to add recreation to agriculturally zoned areas.

Chair Noordyke previously contacted Member Engel inquiring if he would join the AC District Zoning Review Subcommittee, which he did accept.

Motion was made by Member Rissi to add Member Engel to the AC Zoning District Subcommittee. Supported by Member Korstange. Motion carried 9 to 0.

Chair Noordyke reiterated actions being taken by Staff and committees. Planning Director Hilbrands will begin drafting an amendment to the master plan to revert future land use to ARC while simultaneously drafting revisions to the ARC zoning as a whole that will reduce the amount of livestock and add additional uses for open space. The subcommittee will also reconvene to look at AC 1 and AC 2 zoning districts.

Planning Commission Rules of Conduct and Bylaws

Planning Director Hilbrands explained that the review of the bylaws began just over a year ago. The Planning Commission completed its review of the bylaws and then moved onto reviewing the rules of conduct. Specific amendments to the bylaws and code of conduct are listed in the packet.

Member Bruneau asked why these changes were being made when they could be made directly to the zoning ordinance. Member Rissi explained that previously, legal counsel gave the recommendation to make these changes rather than to modify the zoning ordinance. Member Bruneau further explained the number of redundancies found and mentioned the code of conduct is defined in three separate documents.

Member Korstange stated one of the primary issues was the contradictions of the same information on various documents. Her understanding was that legal counsel stated they could pull the bylaws from the zoning ordinance, thus only having two separate documents that are reviewed annually.

Planning Director Hilbrands will work on the documents and be in correspondence with Member Bruneau.

ARTICLE 10. Any Other Business

Member Moxley brought up the potential of changing the Roundhill subcommittee name, which Member Korstange and Chair Noordyke previously inquired about. Planning Director Hilbrands will pass this on for suggestions.

Member Richardson mentioned a few issues such as graffiti by the highways, hotel problems, Hotel Ave needing road redone, homeless people living by Aldi, highway noise by Thornapple River Dr and 36th St, and Buttrick needing road work completed.

Member Moxley brought up a farming operation on the corner of Bolt Dr and Grand River Dr that needs to be cleaned up. Zoning Administrator Smith-Jacoby will be looking into that property.

ARTICLE 11. Acknowledge visitors and those wishing to speak.

There was no one that wished to speak.

ARTICLE 12. Adjournment

Motion was made by Member Engel to adjourn the meeting. Supported by Member Moxley. Motion carried 9 to 0. The meeting was adjourned at 8:43 pm.

Respectfully submitted,

Joe Engel, Secretary