

APPROVED

CHARTER TOWNSHIP OF CALEDONIA
PLANNING COMMISSION
Adam Paarlberg, Chairman

Minutes of a meeting held on

A regular meeting of the Charter Township of Caledonia Planning
 Commission held at 7:00 p.m., on February 1st, 2021, Via Zoom

1. CALL TO ORDER / ROLL CALL

Adam Paarlberg called the meeting to order at 7:00 pm.

Members Present: Diane Cutler – Kent County- Caledonia MI, Carol VanLaan – Escambia County - Pensacola Florida, Adam Paarlberg- Kent County- Caledonia MI, Stan Bosscher – Pinellas County - Saint Petersburg, Florida, Tim Bradshaw - Kent County Caledonia MI

Members Absent: Doug Curtis, Jodie Masefield

Staff Present: Lynee Wells, Planning Consultant - Kent County - Grand Rapids MI
 Jean Patterson, Planning Assistant – Kent County – Caledonia MI

Others Present: Several

2. CONSIDERATON OF THE MEETING AGENDA

Motion by Bosscher, Second by VanLaan to approve agenda

A Roll Call Vote was recorded as follows: Cutler – Yes, VanLaan – Yes, Bradshaw – Yes, Bosscher – Yes, Paarlberg - Yes

3. PUBLIC COMMENTS (BRIEF-UP TO 2 MINUTES)

None

4. CONSIDERATION OF MEETING MINUTES

Motion by VanLaan, Second by Cutler to approve the December 7, 2020 minutes

A Roll Call Vote was recorded as follows: Cutler – Yes, VanLaan – Yes, Bradshaw – Yes, Bosscher - Yes, Paarlberg - Yes

5. INQUIRY OF CONFLICT OF INTEREST

None

6. NEW BUSINESS

- a. Special Land Use at 6697 Broadmoor, Caledonia, Michigan 49316 with permanent parcel nos. 41-23-06-451-043 for a restaurant with drive-through. Applicant is Michael Brann, agent is Venture Engineering.

Wells provided an overview of the special land use request, reviewing the specific and general standards for approval as well as the conditions outlined in the planning memorandum dated 1.25.21 and the engineering report dated 1.25.21. Wells called attention to the tree preservation opportunities, order waiting areas and the parking setback area.

Paarlberg asked Wells to clarify the parking setback. Parking setback is required in the HC district, which stipulates 90' which is separate from the front yard setback of 25'. Paarlberg stated he is in favor of tree preservation when it is possible.

Bosscher asked if the trees to the south of the drive were being preserved, applicant stated that trees within the wetlands would be preserved. Bradshaw noted that those trees are the smaller trees, as they have been growing within the wetlands.

Bosscher asked if the driveway would be shared with the development to the north, Brinks (applicant) stated it would be. The location was determined via a traffic study, and will be confirmed with MDOT. Bosscher asked if the sidewalk should be a pathway. Wells stated the 5' width corresponds to the width of the sidewalk to the south, and the goal is to maintain consistency.

Bradshaw asked if a wetland permit would be sought. Applicant stated it would, that they are threading the needle with the development and there is not space to keep the access and flow and also provide extra space for tree preservation.

Bradshaw noted drainage flows to the adjacent site, and they will need to confirm it is sized appropriately. There would be a shared maintenance agreement for this facility.

Paarlberg discussed the order waiting area. Wells read the definition of parking area. Wells stated that should we adhere to the setback, additional evergreen trees would be preserved. Bradshaw and Bosscher felt that order waiting did not meet the definition of parking, therefore it could be within the parking setback. The applicant shared that there are 10 order waiting spaces, and 4 are within the setback. Order waiting could also occur in the designated parking area.

Bradshaw asked that the sidewalk be moved to the edge of the property line, away from M-37 citing traffic speed concerns.

Motion by VanLaan, Second by Cutler to approve the special land use and site plan with the conditions in the Planner's and Engineer's memoranda with the following changes: strike Condition 4 (thus allowing order waiting area to remain), add that the sidewalk be moved no further than 6' into the MDOT right-of-way and be constructed through the driveway.

A Roll Call Vote was recorded as follows: Cutler – Yes, VanLaan – Yes, Bradshaw – Yes, Bosscher – Yes, Paarlberg - Yes

- b. Site Plan Review and Consideration from Exxel Engineering at 5111 Beltway Drive for Clearfrom, a proposed 49, 176 light industrial building.

Wells provided an overview of the site, which is a development within the Southbelt Industrial park. The Planning Commission had previously reviewed a building at this location, which was tabled and never returned for approval in 2017.

The site plan includes a landscape buffer to the north providing a separation between the pavement area and the residential development to the north.

Don DeGroot, the applicant's engineer stated they agree with all conditions and feel they can be met. They have provided a turnaround at the front of the site to accommodate fire vehicles.

Craig Baker commented that this site is will be home to their first lessee, Clearfrom. When Saxonia expands, they will be able to secure access to the rear, per Baker.

Motion by Bosscher, Support by VanLaan to approve with the conditions from the Planner's and Engineer's memoranda.

A Roll Call Vote was recorded as follows: Cutler – Yes, VanLaan – Yes, Bradshaw – Yes, Bosscher – Yes, Paarlberg - Yes

- c. Annual Report

Wells provided a review of the annual report. Commissioners were impressed with the quantity of projects and the amount of long-range planning accomplished during these unprecedented times.

7. **UNFINISHED BUSINESS**

None

8. **PUBLIC COMMENT (EXTENDED- UP TO 5 MINUTES)**

None

9. **COMMISSIONERS COMMENTS**

Diane Cutler – It has been a delight working with everyone. I appreciate everyone.

10. **ADJOURNMENT**

Motion by Bosscher, Support by VanLaan to adjourn

A Voice Vote was recorded as follows: All Ayes

Meeting adjourned at 8:45 pm

CALEDONIA TOWNSHIP PLANNING COMMISSION