

**Minutes of the regular meeting of the Georgetown Township Planning Commission, held
Wednesday, June 19, 2019**

Meeting called to order by Chairman Smit at 7:00 p.m.

Present: Jessica Ulberg, Tim Smit, Josiah Samy, Tom Healy, Jeannine Bolhouse

Absent: Richard VanderKlok, Donna Ferguson

Also present: Mannette Minier, Zoning Administrator

#190619-01 – Agenda for June 19, 2019

Moved by Jessica Ulberg, seconded by Josiah Samy, to approve the agenda as submitted.

MOTION CARRIED UNANIMOUSLY.

#190619-02 – Minutes of the June 5, 2019 meeting

Moved by Jeannine Bolhouse, seconded by Jessica Ulberg, to approve the minutes as presented.

MOTION CARRIED UNANIMOUSLY.

#190619-03 – (PUD1801-02) Copper Rock Construction, on behalf of Metro Health, is requesting the second final development plan approval for the construction of a 10,225 square foot building for the use of a medical office, on parcels of land described as P.P. # 70-14-21-300-018, and - 127, located at 2903 and 2917 Port Sheldon St., Georgetown Township, Ottawa County, Michigan ([narrative and application](#), [final development plan](#))

Steve Witte, Nederveld and Associates, represented the applicant and presented the request.

The Zoning Administrator presented a [staff report](#).

Jeannine Bolhouse stated the following. The plan looks good and the building is architecturally similar to the other buildings. Currently sidewalk exists to connect the buildings and sidewalk connecting to the street is not needed. The small revisions to the plan could be approved today.

Josiah Samy stated the following. The colors are good and this provides a focal point in the middle. The sidewalk is okay as proposed. He suggested a connection to the street sidewalk. The small changes are okay to act on today.

Tim Smit said that it was okay to act on the small changes today. He asked about the parking spaces on the south because the aisles would be busier and the parked cars may obstruct the traffic flow.

Steve Witte said that the parking spaces were there for the Appletree Learning Center and used by them. He said that they were shown in the 2008 approval for Appletree.

Tim Smit asked about eliminating the center drive aisle.

Steve Witte said that this was typical in a parking lot and there were not concerns about circulation.

Tim Smit said that the sidewalks were okay as proposed. He asked about the sidewalks on the side of the building.

Steve Witte said that they would be raised and curbed.

Jessica Ulberg said that the architecture, sidewalks as proposed and acting on the revisions were all okay.

Tom Healy said that he was in agreement with what had already been said, and the building fits the architectural design of the PUD and the sidewalks as proposed are okay.

The chairperson opened the floor for public comments. No one was present to speak on this item. The chairperson closed the floor to public comment.

Moved by Jeannine Bolhouse, seconded by Jessica Ulberg, to adopt the staff report as finding of fact and to approve the final development plan as shown on the site plan package dated 06/13/19;

Based on the determinations that:

1. The proposal is consistent with the Master Plan.
2. The proposal meets the ordinance requirement for pedestrian walkways.
3. The proposal meets the ordinance requirement for architecture.
4. The proposal meets the ordinance requirement for traffic.
5. The proposal meets the ordinance requirement for open space.
6. The proposal meets the ordinance requirement for uses that are allowed.
7. The proposal meets the standards of approval.

Based on the findings that:

1. The qualifying conditions in Sec. 22.2 are met:
2. The information as per Sec. 22.5 is provided, and
3. The plan meets the ordinance requirements of Sec. 22.10 as follows:
 - a. The qualifying conditions in Sec. 22.2 are met;
 - b. The proposed PUD is compatible with surrounding uses of land, the natural environment, and the capacities of public services and facilities affected by the development;
 - c. The proposed uses within the PUD will not possess conditions or effects that would be injurious to the public health, safety, or welfare of the community;
 - d. The proposed project is consistent with the spirit and intent of the PUD District, as described in Section 22.1 and represents an opportunity for improved or innovative development for the community that could not be achieved through conventional zoning;
 - e. The proposed PUD meets all the site plan requirements of Chapter 22 including Section 22.8, D.
 - f. The deviations, regulatory modification from traditional district requirements, are approved through a finding by the Planning Commission that the deviation shall result in a higher quality of development than would be possible using conventional zoning standards.

With the following conditions:

1. **As per Sec. 22.11, a recorded PUD agreement shall be submitted to the Township prior to the submission of the building permit application.**

2. **A Storm Water Drain Permit (written approval by the Water Resources Commissioner's office) shall be submitted to the Township prior to the submission of the building permit application.**
3. **Utilities are to be coordinated with the DPW and Drain Commissioner's office.**
4. **Approved permits are required for all signs and all signs shall meet the details listed in the ordinance standards.**
5. **A demolition permit is required to be obtained for the demolition of the existing house.**
6. **All signs and the dumpster enclosure shall be architecturally similar and coordinate with the PUD architectural theme including materials and colors.**
7. **The parcels shall be combined prior to the submission of a building permit application.**
8. **The revisions on the plan dated 06/13/19 from the plan dated 05/15/19 include only the following:**
 - a. Building size. Increased from 10,225 (65 x 153 F) SF to 10,405 (75 x 135 F) SF, increase of 180 SF.
 - b. Setbacks. Sides from 12.3 and 10.5 F to 21 and 19.5 F. Rear decreased from 49.2 F and 45.8 to 39 and 36 F.
 - c. Open space decreased from 16.5 to 16.2%.
 - d. Sidewalks added on the side.

MOTION CARRIED UNANIMOUSLY.

#190619-04 – Other Business

There was discussion on the proposed food truck ordinance and the Planning Commission directed the Zoning Administrator to draft a short simple ordinance to be presented at the next meeting.

#190619-05 – Adjournment

The meeting was adjourned at 7:40 p.m.