

**MINUTES OF THE GAINES CHARTER TOWNSHIP PLANNING COMMISSION
FOR THE REGULAR MEETING HELD ON
January 28, 2010
AT THE GAINES CHARTER TOWNSHIP OFFICES
8555 KALAMAZOO AVENUE SE
CALEDONIA, MICHIGAN**

I. CALL TO ORDER AND ROLL CALL. The meeting was called to order at 7:08 pm by Chair DeWard.

MEMBERS PRESENT: Rob DeWard, Ted Essenburg, Connie Giarmo, Tim Haagsma, Lani Thomas.

MEMBERS ABSENT: Ronnie Rober, Louis Waayenberg.

OTHERS PRESENT: Brian Tingley, Township Planner, Megan Sharp, Assistant Township Planner.

II. CONSIDERATION OF MEETING AGENDA

Tingley recommended the item "VII.1 – Election of Officers" be moved under item II.

MOTION: By **GIARMO**, supported by **HAAGSMA**, to approve the agenda for the January 28, 2010 meeting as presented, with the change to move item VII.1 to item II.

YES: DeWard, Essenberg, Giarmo, Haagsma, Thomas.

NO: None.

ABSENT: Rober, Waayenberg.

MOTION CARRIED.

1. Election of Officers for 2010

MOTION: By **GIARMO**, supported by **HAAGSMA**, to maintain the same officers as 2009.

YES: DeWard, Essenberg, Giarmo, Haagsma, Thomas.

NO: None.

ABSENT: Rober, Waayenberg.

MOTION CARRIED.

III. CONSIDERATION OF MEETING MINUTES

MOTION: By **HAAGSMA**, supported by **THOMAS**, to approve the minutes for the November 19th, 2009, regular meeting.

YES: DeWard, Essenberg, Giarmo, Haagsma, Thomas.

NO: None.

ABSENT: Rober, Waayenberg.

MOTION CARRIED.

IV. INQUIRY OF CONFLICT OF INTEREST: None.

V. ADVERTISED PUBLIC HEARINGS:

1. Ordinance No. 10-01 – Zoning Ordinance Text Amendments

Tingley reviewed staff's memo regarding changes to the existing Site Plan Review process, residential nonconforming lot development, and new carport and temporary storage unit (TSU) definitions.

DeWard stated he had seen a house with three TSUs that were about eight feet long – larger than the size permitted by the proposed text amendment.

Tingley responded that keeping more than one for a day or two while moving items should not be an issue; these regulations were intended for longer-term temporary storage, not mobile storage that was present for a few days.

Giarmo found that site plan review denial could not be appealed to the Township Board, but that the applicant could resubmit the project with changes, or request that the item be tabled before it is denied.

Tingley added that he could not think of any recent site plan review denials, since the Site Plan Review Committee would typically place conditions upon an approval, instead of denying the request. The most common issue is sidewalk installation, which is appealable to the Township Board due to the regulations not being contained in the Zoning Ordinance.

DeWard noted that the numbering of Section 25.9 and 25.10 needed correcting in the draft ordinance.

DeWard opened and closed the public hearing at 7:31 p.m. as no public was present to comment.

MOTION: By **HAAGSMA**, supported by **GIARMO**, to recommend that the Township Board approve Ordinance No. 10-01, with the correction of the noted section numbers.
YES: DeWard, Essenberg, Giarmo, Haagsma, Thomas.
NO: None.
ABSENT: Rober, Waayenberg.
MOTION CARRIED.

VI. PUBLIC COMMENT ON NON-AGENDA ITEMS: None.

VII. DEVELOPMENT REVIEW AND OTHER MATTERS:

1. Draft 2009 Annual Report

Tingley summarized the report and stated the highlights.

DeWard found that the Land Development Committee would not continue on the initial schedule due to unforeseen in-house projects requiring more of staff's time.

Giarmo confirmed that the section regarding approved, unbuilt lots did not include PUDs with the potential to expire.

DeWard found the civil infractions were processed similar to traffic tickets at the 63rd Kent County District Court.

Haagsma complimented staff's work and the success of the internship program.

MOTION: By **GIARMO**, supported by **THOMAS**, to endorse the 2009 Annual Report and forward it to the Township Board per the requirements of the Michigan Planning Enabling Act.
YES: DeWard, Essenberg, Giarmo, Haagsma, Thomas.
NO: None.
ABSENT: Rober, Waayenberg.
MOTION CARRIED.

2. Draft 2010 Work Program

Tingley summarized the program and stated the highlights.

MOTION: By **HAAGSMA**, supported by **ESSENBERG**, to endorse the 2010 Work Program and forward it to the Township Board for informational purposes.
YES: DeWard, Essenberg, Giarmo, Haagsma, Thomas.
NO: None.
ABSENT: Rober, Waayenberg.
MOTION CARRIED.

3. Sandstone Condominium PUD

Tingley reviewed the history of the PUD's approval and previous extension, and the Planning Commission's options as provided in staff's report. He confirmed the owner had been notified, but had not contacted staff. Staff is

recommending that the PUD be given an extension until the end of 2011 based on the value of the development.

Haagsma stated he would not want it rezoned back and under-utilized, as the approved PUD was a great use for the site.

MOTION: By **GIARMO**, supported by **THOMAS**, to approve an extension to the Sandstone PUD until December 31, 2011, per section 10.7 of the Zoning Ordinance.
YES: DeWard, Essenberg, Giarmo, Haagsma, Thomas.
NO: None.
ABSENT: Rober, Waayenberg.
MOTION CARRIED.

VIII. COMMITTEE REPORTS

Tingley stated that there was no report from the Site Plan Review Committee. The Parks and Recreation Committee has kicked-off preparation of a Nonmotorized Transportation Plan and a schedule was presented to the Planning Commission.

Tingley stated that the Plan would be periodically reviewed by the Planning Commission for elements related to the Township Master Plan.

IX. DISCUSSION

Tingley proved the Planning Commission with a fact sheet about an EPA brownfield grant that was being administered by GVMC. Local communities have been working with GVMC and its consultant on this project. The Planning and Zoning and Engineering Departments are involved for Gaines.

Haagsma stated that he heard Byron Township would be doing some subarea planning, including possibly near the 100th Street Subarea in Gaines. Tingley stated that Byron has recently contracted with LSL Planning, Inc., which prepared the 2008 Master Plan Update for Gaines.

X. ADJOURNMENT.

MOTION: By **GIARMO**, supported by **HAAGSMA**, to adjourn.
YES: DeWard, Essenberg, Giarmo, Haagsma, Thomas.
NO: None.
ABSENT: Rober, Waayenberg.
MOTION CARRIED.

Meeting Adjourned at 8:15 p.m.

CERTIFICATION

I hereby certify that the above is a true copy of the minutes from the January 28th, 2010, regular meeting of the Gaines Charter Township Planning Commission held at the time and place mentioned above pursuant to the required statutory procedures.

Respectfully submitted,

Louis Waayenberg, Secretary
Gaines Charter Township
Planning Commission

Dated: _____, 2010