

**Ganges Township planning Commission**  
**Regular Monthly Meeting Minutes FINAL for January 22, 2008**  
Ganges Township Hall  
119<sup>th</sup> Avenue and 64<sup>th</sup> Street  
Fennville, MI, Allegan County

**I. Chairman Gooding called the meeting to order at 7:00 PM**

**Roll Call:** Chairman Barry **Gooding** – Present  
Secretary: Jim **Birkes** – Present  
Commissioner: Jackie **DeZwaan** – Present  
Commissioner: Sally **Howard** – Absent  
Commissioner: Ed **Reimink** – Present  
Commissioner: Dawn **Soltysiak** – Present  
Board Trustee: Terry **Looman** – Absent

**II. General Public Comment**

None

**III. Correspondence**

None

**IV. Administrative Update**

- A.** Township Board – Trustee **Looman** was absent – No report
- B.** ZBA – Commissioner **Gooding** – Did not meet due to the Holidays
- C.** Zoning Administrator – Administrator **Smalley** – Was absent, however, **DeZwaan** inquired about the Quilting business that is currently in non-compliance. **Smalley** reported that they will now be operating an in-home business and won't be selling products that do not pertain to their business. Regarding the **Klinger** application coming before the **PC** tonight and the conflict regarding the setbacks on the existing building. **Smalley** advised **DeZwaan** that Building Inspector **Al Ellingsen** is the Deputy Zoning Administrator, and is responsible for enforcing setbacks. **Birkes** stated that he thought the question of selling other items retail, such as fabric, sewing supplies, machines, etc. was also an issue that still needs to be clarified with **Smalley** at a future meeting.

**V. Business Session**

**A. Approval of prior Minutes dated 12/12/07**

Motion by **Soltysiak** to approve the draft minutes from December 12<sup>th</sup>, 2007 Regular Meeting minutes with corrections noted. Seconded by **DeZwaan**. Motion approved.

**B. Approval of Agenda**

Motion by **DeZwaan** to approve the Agenda for the January 22<sup>nd</sup>, 2008 meeting with the change of the **Klinger** Site Plan Review is a "Final" Site Plan Review. Seconded by **Birkes**. Motion approved.

**C. Old Business**

**1. Zoning Ordinance Amendments**

**Birkes** noted that the copies of the changes have been received from Allegan, and are now to be on the Township Board agenda at their February, 2008 meeting.

## 2. Zoning Ordinance Upgrade Project

**Gooding** reported that the Board approved the hire of **Brenda Moore, Principal Planner with LSL Planning, Inc.**, planner. Further he stated that the special meetings would be designated primarily to this project. **DeZwaan** added that the **PC** needs to complete the 40 question questionnaire that was handed out at the meeting in preparation for the next Special Meeting. **Birkes** will call **Moore** and confirm that she will be able to attend the next meeting as scheduled.

## 3. Recording Secretary Issues

**Reimink** asked if the meeting that Township Supervisor John **Hebert** assigned Cindy **Yonkers** (Clerk) and **Looman** (Township Board Liaison on the **PC**) to schedule had taken place yet. Ronda **Hall**, **PC** Recording Secretary reported that she had not been notified, but that she would like to get things worked out soon.

### D. New Business

#### 1. Klinger Special Use Final Site Plan Review

The **PC** agreed to review the application without all required information since it's a continuation of a project that was previously approved and this is a continuation of that same project.

The applicant is seeking approval for a Commercial Storage facility (phase 2) for construction of a Storage Building located on parcel 0307-002-002-10/20, 85' x 98' = 8,330 square feet. Building to be pole barn construction with concrete floor and shingled roof (similar to previously approved storage facility, but 37' shorter and 3,145' square feet less.

#### Section 7D.06 Final Site Plan Requirements

- A. Legal description of the property? Yes
- B. Small scale sketch of properties, streets and use of the land within one half (1/2) mile of the area, commonly known as a location map? No, however this requirement is waived due to this information being provided in previous application.
- C. A site plan to scale not to exceed 1" = 200' prepared and sealed by an engineer, architect, or land surveyor, licensed by the State of Michigan. Waived due to the project being an extension of an existing application

The following items shall be shown on the plan:

- 1. Date site plan was prepared? 11/30/07
- 2. Names and addresses of the preparer, applicants, and owners and their phone numbers? Provided
- 3. The topography of the site at a minimum of 5' vertical intervals and its relationship to adjoining land? Not required, structure will be 3' lower in elevation than the previous structure.
- 4. Existing man-made features? Yes
- 5. Dimensions of setbacks, locations, heights and size of existing and proposed buildings and structures? Yes except no specs on height of structure – **Klinger** explained that the heights of proposed building will be identical to existing.
- 6. Street rights-of-ways, indicating proposed access routes, internal circulation, and relationship to existing rights-of-ways? No - Application doesn't show ingress and egress; **PC** is concerned that it is not safe to back into storage building. Approved with contingency – see Contingency a) below.
- 7. Proposed grading? Yes, due to grade being lower the Ridge on the new building will be 3' shorter than existing.
- 8. Location and type of drainage, sanitary sewers, storm sewers, and other utilities on site and within 150 feet of the site? Not provided, however **Klinger** advised that this has already been done by Bruce Black to provide proper drainage to the east of the structures.
- 9. Location and type of fences landscaping, buffer strips, sidewalks, bike paths, curbing, screening, and any public area? N/A
- 10. Location and type of signs and on-site lighting with illumination patterns? No signage, lighting will be identical to existing building.
- 11. Proposed parking areas and drives. Parking areas shall be designed by lines showing individual spaces and shall conform to the provisions of Section 7.8? N/A
- 12. Easements, if any? N/A

13. Dimensions and number of proposed lots? Yes
14. Location of existing and proposed lot lines? Yes
15. Current land uses and zoning classifications on site and within 150 feet of the site? No, however it is an expansion of existing previously approved use.
16. Proposed location of acceleration, deceleration, passing lanes and entry approaches? N/A
17. Refuse and service areas, trash receptacle pad location, access and method of screening? N/A
18. Preliminary architectural sketches as to the type of construction to be used in the proposed structures? *N/A–Waived based on applicants assurance that the structure will be similar to existing one.*
19. The period of time within which the project will be complete? 90 days, to begin on or about the 1<sup>st</sup> of April and completed within 90 days.
20. Any additional information, which the Planning Commission may request, which is reasonably necessary to evaluate the site plan? 2 contingencies noted below.

D. A narrative describing the items indicated in Section 7D.04(D)? Previously provided.

E. If an application fails to provide any specific information requested by the Planning Commission in order for the Commissioners to reach an informed decision within 90 days of the request for information, the application will become invalidated and the applicant must reapply. However, the Planning Commission may, at its discretion, waive the 90-day stipulation due to extenuating circumstances if presented with written justification(s) for the delay. Noted

**Birkes** noted two concerns 1) phase one was built too close to the road (M89), and 2) Lack of any approach to the building (which the **PC** has received complaints regarding traffic backups on a main road).

**Reimink** addressed Article VII of the General Provisions Section 7.5 Water Supply and Sewage Disposal Facilities, where it reads in part that, “Every building and structure hereafter erected, altered or move upon any premises and used in whole or in part for dwelling, recreation, business, commercial or industrial purposes, including churches, schools and other buildings and structures in which persons customarily congregate, shall be provided with a safe and sanitary water supply, and means of collecting disposal of all human excretions. Such waste shall be treated and disposed of according to the standards of the Allegan County Health Department.”

**Birkes** made a motion that Section 7.5.A does apply to this application; however the use is for cold storage and no extended congregations by persons, therefor proposing the PC to waiving this requirement. Seconded by **DeZwaan**. Motion carries with a vote of 4 – 1.

**Birkes** made a motion to approve the Special Use Application with the two contingencies as noted below. Seconded by **DeZwaan**. Roll Call Vote: **Birkes** – Yes, **DeZwaan** – Yes, **Gooding** – Yes, **Reimink** – No, **Soltysiak** – No. Special Use Permit is approved by a vote of 3 – Yes and 2 – No.

This Special Use Permit is approved with 2 contingencies:

- a)The applicant is required to add to the existing drive, a 16’ wide extension continuing the existing drive to include the additional building allowing ingress & egress to M-89 while allowing for additional room for maneuvering vehicles and to prevent the obstruction of traffic on M-89.
- b)The applicant is required to provide documentation confirming that the two parcels noted on the application have been combined into one parcel.

## 2. Nitz Pre-Application Conference – Winery, Tasting Room and Sales

Dan **Nitz** (7707 Lincoln, Baroda, MI) spoke on behalf of the Winery asking for direction on how to proceed with their project. The **PC** recommended that the applicant obtain a copy of the Ordinance Book or at least the part(s) that pertain to their project. **Smalley** was not in attendance, and **PC** recommended that they meet with her for further direction.

### 3. Year-end Report

Chairman **Gooding** noted that the Planning Commission worked on 26 main items this past year and in 2006 there were 16 items. Various Commissioners attended several different workshops. While having 10 Special Meetings, primarily working on the Master Plan and Zoning Amendments, the Commissioners spent countless hours, in an effort to attain a very successful 2007.

### 4. Election of Officers

Chairman: **DeZwaan** nominated **Birkes & Gooding** nominated **Howard**: Vote of 5 – 0 **Birkes** is the 2008 Chairman  
Vice Chair: **Birkes** nominated **Gooding**: Vote of 5 – 0 **Gooding** is the 2008 Vice Chair  
Secretary: **Reimink** nominated **DeZwaan**: Vote of 5 – 0 **DeZwaan** is 2008 Secretary

**Birkes** discussed with the **PC** the “Secretary” position, and the requirements expected of the person filling that position, and agreed to further discuss a way to streamline the requirements, as well as involving other **PC** members in sharing and supporting this position.

## VI. Future Meeting Dates & Committee Work Summary

February “Special Meeting” will be held on Thursday, February 21<sup>st</sup> at 7:00 PM at the Township Hall.  
February “Regular Meeting” will be held on Tuesday, February 26<sup>th</sup> at 7:00 PM at the Township Hall.

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March “Special Meeting” will be held on Thursday, March 20<sup>th</sup> at 7:00 PM at the Township Hall.  
March “Regular Meeting” will be held on Tuesday, March 25<sup>th</sup> at 7:00 PM at the Township Hall.

**Gooding** will talk to Clerk **Yonkers** about updating the website to note that the “Special Meetings” will now be held on the ~~third (3<sup>rd</sup>)~~ Thursday of each month prior to the Regular Meeting. **Birkes** will confirm that the newly hired planner Brenda Moore will be available to attend the February and March “Special Meeting” dates, and make sure that she is informed of the “Special Meeting” rotation.

**Hall** notified the **PC** that she will be unable to attend the March 25<sup>th</sup> “Regular Meeting”, and **DeZwaan** will notify Elaine **Troehler** to find out if she can attend the meeting and complete the minutes in the time allowed.

## VII. General Public Comment

Bob **DeZwaan** (2259 68<sup>th</sup> Street, Fennville, MI 49408) expressed concern about the **PC** approving the **Klinger** Special Use Site Plan should have allowed Public Comment, especially when there is an existing problem with the first building blocking the road. **J. DeZwaan** noted that Public Comment doesn’t happen at any Final Site Plan Review. He also asked if the **PC** was aware whether or not the state has a limit on the number of ingress and egress allowed on M89, and if there is a limit does the **PC** know what it is? He also expressed concern whether the drainage the applicant described would be sufficient or not?

Regarding the **Nitz** application, **DeZwaan** expressed concern noting that there was no mention about potential noise, that the project is being proposed in a residential district, and potential problems may be incurred with additional use of water and thus the additional need for proper disposal of water/sewer. **J. DeZwaan** advised that these comments would be best stated at an actual Public Hearing when the applicant actually is before the **PC** with a Special Land Use Permit application.

## VIII. Adjournment

Motion by **DeZwaan** to adjourn this regularly scheduled **PC** meeting at 10:33 PM. Supported by **Reimink**. Motion approved.

Respectfully submitted,  
**Ronda J. Hall**  
Ganges Township Recording Secretary