

Approved 07/15/2020

Casco Township Planning Commission
Public Hearing
Amend Site Plan Existing Special Land Use
June 17, 2020; 6 PM

Members Present: Chairman Dave Campbell, Vice Chair Lewis Adamson, Secretary Andy Litts, Board Representative Judy Graff, ZBA Representative Dave Hughes and PC members Dan Fleming and Greg Knisley

Absent: None

Also present: Zoning Administrator Tasha Smalley, Applicants Bruce and Peggy VanWagoner, and Recording Secretary, Janet Chambers and Kathy Stanton.

1. **Call to order:** The meeting was called to order at 6:00 PM by Chairman Campbell
2. **Review and Approve Agenda:** A motion by Adamson, supported by Hughes to approve the agenda. Roll call vote: Campbell-yes; Adamson-yes; Litts-yes, Graff-yes; Hughes-yes, Fleming-yes, Knisley-yes. MSC.
3. **Public comment:** None
4. **Overview of the Public Hearing notice** (Attachment #1): Published in the South Haven Tribune on May 31, 2020.
5. **Open Public Hearing: The public hearing was opened at 6:02 PM. VanWagoner at 1073 62nd Street, 02-001-007-2. Amend site plan to an existing Special Events Venue SLU (9-5-18):**
 - A. **Applicants present brief description of proposal:** Peggy and Bruce VanWagoner were invited to explain their request. They would like to build a pavilion with storage area. It would be for rain cover and storage of tables and chairs.
 - B. **Public Comment:** None
 - C. **Planning Commission comments/questions:** Campbell asked if there were changes to the original application, or the facility itself? And what kind of storage it would be? VanWagoner said it would be tables and chairs.

Knisley asked if it is required to do an update if it is just for storage. The Zoning Administrator said it was not on the initial site plan, and there is going to be an open pavilion for people. That is why it requires an amendment.

Smalley has received the SHAES review. They have signed off on it and Smalley will email it to commissioners.

- D. **Final comments / questions:**

6. **Close Public Hearing:** A motion by Litts, supported by Hughes to approve Chapter 17 Site Plan Review as one item. Roll call vote: Campbell-yes; Adamson-yes; Litts-yes, Graff-yes; Hughes-yes, Fleming-yes, Knisley-yes. MSC.

Campbell asked for questions in 17.03 c or 17.07.

Graff had two conditions. 17.03 c #3, current date on site plan and #4 the name of the owners on the site plan.

A motion by Graff, supported by Knisley, because the applicants have met conditions in Chapter 17.03 C and 17.07, to approve Chapter 17 with the following conditions:

- 17.03 c 3 current date on site plan;
- 1703 c 4 name of the owners on the site plan;
- update initial site plan adding new building with sizes and setbacks from existing buildings;
- remove all references to “proposed” on items that have been completed;
- add number of parking spaces and size of parking spaces to parking lot area on site plan.

Roll call vote: Campbell-yes; Adamson-yes; Litts-yes, Graff-yes; Hughes-yes, Fleming-yes, Knisley-yes. MSC

7. **Discussion and decision:** Chapter 15 Section 15.03 UU Specific Use for Special Events Venue, Questions on Specific Standards 1 -12. Graff questioned why we go through the amendment as if it were a new project? Smalley said the ordinance says an amendment goes through the same process as an original request.

Campbell asked if there were questions on 15.02 c General Standards or 15.03uu Specific Standards.

A motion was made by Adamson, supported by Knisley, that because Chapter 15.2c General Standards and 15.03uu Specific Use standards are complied with, the applicant meets the conditions of Chapter 15. Roll call vote: Campbell-yes; Adamson-yes; Litts-yes, Graff-yes; Hughes-yes, Fleming-yes, Knisley-yes.

8. Adjournment of Public Hearing: 6:20
9. Open regular scheduled Planning Commission meeting.

Attachment #1: Public Notice

Attachment #2: Memo from Zoning Administrator

Attachment #3: Application Peggy & Bruce Van Wagoner

Attachment #4: Minutes of Special meeting, September 5, 2018, where Special Events Venue was originally granted.

Minutes prepared by Janet Chambers, Recording Secretary

Approved 7/15/2020

Regular Meeting of
Casco Township Planning Commission
June 17, 2020
Following Special Meeting

Members Present: Chairman Dave Campbell, Vice Chair Lewis Adamson, Secretary Andy Litts, Board Representative Judy Graff, ZBA Representative Dave Hughes and PC members Dan Fleming and Greg Knisley.

Absent: None

Also Present: Zoning Administrator Tasha Smalley and Recording Secretary Janet Chambers

1. **Call to order and review agenda:** Chairman Campbell called the meeting to order at 6:22 PM and reviewed the agenda. A motion by Fleming, supported by Hughes to approve agenda as presented. Roll call vote: Campbell – yes; Adamson – yes; Litts – yes; Graff – yes; Hughes – yes; Fleming – yes; Knisley – yes. MSC.
2. **Interested Citizens in the audience will be heard on items NOT on the Agenda & Public correspondence received:** None
3. **Accept minutes:**
 - A. **5/20/2020 Special Seedling LLC Venue Site Plan (Attachment #1):** A motion by Fleming, supported by Hughes to approve minutes of the Special meeting of 5/20/2020 as presented. Roll Call Vote: Campbell – yes; Adamson – yes; Litts – yes; Graff – yes; Hughes – yes; Fleming – yes; Knisley – yes. MSC.
 - B. **5/20/2020 Regular Meeting (Attachment #2):**

A motion by Fleming, supported by Hughes to approve minutes of the 5/20/2020 Regular Meeting. Roll call vote: Campbell – yes; Adamson – yes; Litts – yes; Graff – yes; Hughes – yes; Fleming – yes; Knisley – yes. Minutes approved with the following corrections:

 - * Page 2, 8th paragraph, 2nd sentence regarding when a Zoning Compliance Permit is required: Smalley said anything less than **\$200 sq. ft.** requires the Compliance Permit, and anything over **\$200 sq. ft.** requires a building permit.
 - * Page 3; 1st paragraph, regarding the “Stay at Home” order resulting an increase in domestic violence & increased parenting needs, the following will be added to clarify: Because Casco is so far from the County Seat, **the Allegan County Legal Services will hold a pilot program in Casco on a monthly basis.**
 - * Page 3, 1st paragraph, 7th line the word resolution will change to recommendation and the following sentence changed to clarify: Drain Commissioner made a **resolution recommendation** to do maintenance on Sun & Sand Drain district. ~~**It will cost more than money allocated for the job, and the balance will be the responsibility of Casco and citizens in the district.**~~ *The Casco Board approved a motion to complete the drain work and assess property owners.*

4. May 20, 2020 Calendar Review (Campbell): July 15th will be a public hearing followed by a brief regular meeting. Campbell asked the Zoning Administrator if there were any applications requiring a July 22nd meeting. There was not.

5. Administrative Reports

A. Annual PC 2019 (Smalley) (Attachment #3): Campbell asked Smalley about the request at 700 Blue Star Hwy. Smalley said Brian Silvernail was inquiring about what is allowed in the district.

Graff asked about Joe Darby on Lake Michigan Drive getting a zoning permit to move a house. Graff asked if there was room to move the house. Smalley said yes, there is over 200'.

Fleming asked about inquiries on a B&B and other allowed uses at 7073 Baseline. Smalley said they just wanted to know what would be allowed.

B. ZBA Chair (Hughes): No meetings since last report.

C. Water/Sewer Representative (Adamson): No meeting since last report.

D. Township Board Representative (Graff): Graff reported on the 6/15/2020 Board meeting including the following:

* Officer Katje said the County and Casco policing is going back to normal functions after changes were made due to Covid-19.

*Regarding the upcoming August 4th election, voting will take place at the Township Hall, and absentee ballots will be available to every voter. There is one person who has requested to be a challenger.

*Improvements to stairs and plantings on 1st Street access were completed. A bid of \$2100 was approved for seasonal maintenance at the Preserve as well as \$3825 for cutting and removal of 13 trees. The Porta potty near the bluff will be removed due to there being no access to the beach.

*The Board approved a \$36,000 per year contract for the next 3 years for assessing services.

*The Board approved an annual payment of \$3,000 for Allegan County Legal Aid services to be provided free to Casco and Allegan County residents.

*The Board approved a resolution from SHAWSA to apply for a CARES grant for \$5,500,000 for rehabilitation of the system standpipe.

*There was a major bluff slide at Miami Park near Beach Street. The Road Commission is evaluating the street for safety.

6. Old Business:

A. Annual PC 2019 Minutes Certification per Bylaws (Smalley): Smalley verified that all minutes are safely stored and complete for 2019.

B. ZO Amendments Public Hearing(s) July 15th, 2020 (Campbell/Smalley)

i. Excavations (Sec. 3.30.A) (Attachment 4): Smalley prepared two versions, Text I with an intent paragraph and Text II without. Graff recommended deleting the word

“undeveloped” in the intent paragraph. After discussion it was decided to go with Text I, with the intent paragraph, and the word “undeveloped” left out.

- ii. Definitions – Section 3.08 Glare, Sec. 3.08 Grade, final, Sec. 2.a5 Nuisance (Attachment #5): Chairman Campbell did a search for the number of times Glare and Nuisance appeared in the ordinance. Glare appeared 9 times and nuisance appeared 7 times. It was decided they were significant enough in the ordinance to warrant a definition.

Discussion ensued on “Final Grade” definition. After discussion, it was decided to leave Final Grade out of definitions.

Fleming said in the definition of “Nuisance” 4th line down, the word “of” needs to be removed or the word “affects” needs to be “effects”. Smalley will look at it.

- iii. Rental of single-family dwellings: fire pit (Sec. 3.39.A.4) Chairman Campbell said this is the same wording the Planning Commission discussed previously, just waiting until there were enough items to move forward with.
- iv. Bed & Breakfast Establishments (Sec 15.03.D) (Attachment #7) Discussion ensued about the differences in what exists and what is proposed. Campbell said #11 is new. #10 Exterior refuse containers were previously referred to as storage facilities. #9 did not change. #8 bakeries were deleted and for guests only was added. #7 No change. #8 was changed to comply with State laws from 10 guest rooms to 9 guest rooms and owner.

Discussion ensued about why rooms should not have a sink or bar sink. Smalley said “no sink” or bar sink” applies to unattached buildings. Smalley said the reason for no sink is to keep it from being a residence.

Rules on being 750’ away from an existing Bed and Breakfasts has been deleted. Parking in B&B is not subject to Special Use approval.

Chairman Campbell said a Public Hearing could be scheduled for all for of these changes. There may not be much of a regular meeting other than approval of minutes.

Chairman Campbell said it needed to be decided if the meeting would be a virtual meeting. Smalley said it would depend on the Governor’s orders. Wearing masks and social distancing would still be in effect.

Discussion ensued about how to make a virtual meeting go smoothly, and how to handle public questions. Ideas were moving the computer to face the public when they speak, adding a microphone(s), and / or multiple computers. With the current setup, not everyone can be seen without moving the computer back and forth. A screen showing documents would be nice. Campbell said they will speak to Kathy

Stanton about how to make it work. He added Zoom meetings are taped if anything needs clarification. Kathy Stanton said she can make something work.

At the conclusion of the discussion it was decided that Graff will bring updating technology to the board.

Knisley said it should not be a casual comment to the board about technology. We need to let the board know that something must be done about technology and something needs to be done soon.

Chairman Campbell asked members who would be Zooming and who would be present at the township hall. Judy, Lou, and Janet will Zoom. Greg will either Zoom or be present. Dave Campbell, Dave Hughes, Andy and Dan and Tasha will be at the hall.

- C. 2020 Planning Commission Annual Report (Campbell) (Attachment #8): Campbell provided an annual report of the PC.
- D. Any old business that may come before the Commission. None
- 7. New Business: Graff would like Smalley to recommend to PC members what she feels needs to be looked at in the ordinance.
- 8. General Public Comment: None
- 9. Adjourn: The meeting was adjourned at 7:32 pm.

Attachment #1: Minutes of 5/20/2020 Special Meeting Seedlings Venue Site Plan

Attachment #2: Minutes of 5/20/2020 Regular Meeting

Attachment # 3: Zoning Administrator Report

Attachment #4: Proposed change Excavations (Sec. 3.30.A)

Attachment #5: Proposed change Definitions (Sec 2.08 and 2.15)

Attachment #6: Proposed change to Fire pits in rentals (Sec. 3.30.A.4)

Attachment #7: Proposed change to Bed & Breakfast Establishments (Sec. 15.03.D)

Attachment #8: 2020 Planning Commission Annual Report

Minutes prepared by Janet Chambers, Recording Secretary

Casco Township Planning Commission

Public Hearing

Amend Site Plan existing Special Land Use

June 17, 2020

6:00PM

Regular meeting immediately after

1. Call to order
2. Review and Approve agenda
3. Public Comment – other than agenda items; please keep comments to no more than 2 minutes
4. Overview of the Public Hearing Notice
5. Open Public Hearing 0:02
VanWagoner 1073 62nd St, 02-001-007-20 - Amend site plan to an exiting Special Events Venue SLU (9-5-18)
Applicant present brief description of proposal
Public Comment – Please keep comments to no more than 2 minutes per person
Planning Commission comments / questions
Final comments / questions
6. Close Public Hearing 0:09
7. Discussion and decision
8. Adjournment of Public Hearing session
9. *Open regular scheduled planning commission meeting*

**CASCO TOWNSHIP PLANNING COMMISSION
ALLEGAN COUNTY, MICHIGAN**

**NOTICE OF INTENT (POSSIBLE) TO USE A VIRTUAL PLATFORM
FOR PUBLIC HEARING**

TO: THE RESIDENTS AND PROPERTY OWNERS OF CASCO TOWNSHIP, ALLEGAN COUNTY, MICHIGAN, AND ANY OTHER INTERESTED PERSONS:

PLEASE TAKE NOTICE that the Planning Commission of Casco Township will conduct a public hearing and regular meeting concerning the following matter on Wednesday, June 17, 2020 at 6:00 p.m. at the Casco Township Hall, 7104 107th Ave, South Haven, MI 49090, within the Township.

PLEASE TAKE NOTICE if Executive Orders 2020-42 and 2020-48 are not lifted by this meeting date, this meeting will be held electronically pursuant to the Open Meetings Act and Governor Whitmer's Executive Order 2020-48. Pursuant to Executive Order 2020-48, the Township gives notice of the following:

1. Reason for Electronic Meeting. The Board is holding its meetings by electronic means only because, pursuant to Executive Order 2020-42, the Township Hall is closed to the public, residents must remain at home or in their place of residence to the maximum extent feasible, and all in-person government activities have been suspended except for critical infrastructure workers and workers necessary to conduct minimum basic operations.
2. Procedures. The public may participate in the meeting electronically and may make public comment: Casco Township website cascotownship.info Homepage will have the link and specific log in information, or call Zoning Administrator, 1-800-626-5964 for information.

PLEASE TAKE FURTHER NOTICE that the item(s) to be considered at said public hearing include the following:

Bruce and Peggy VanWagoner of Pullman MI have petitioned for a site plan amendment to an existing approved Special Land Use for Special Events Venue to erect a building for storage and open pavilion area at 1073 62nd Ave (0302-001-007-20).

PLEASE TAKE FURTHER NOTICE that the application can be reviewed by contacting the Zoning Administrator 1-800-626-5964 or mtsallegan@frontier.com and will also be available at the time and place of the hearing.

PLEASE TAKE FURTHER NOTICE that written comments will be received from any interested person concerning the foregoing by the Township Clerk at the address set forth below, or by email to the Township Clerk cascoclerk@gmail.com up to the date of the hearing and will also be received by the Planning Commission at the hearing.

Casco Township will provide necessary reasonable auxiliary aids and services to individuals with disabilities at the hearing upon seven (7) days' notice to the Casco Township Clerk. Individuals with disabilities requiring auxiliary services should contact the Casco Township Clerk at the address or telephone number listed below.

Cheryl Brenner
Casco Township Clerk
7104 107th Ave, South Haven MI 49090
269-637-4441

Tasha Smalley
Zoning Administrator
1-800-626-5964

Memorandum: Casco Township Planning Commission
Date: May 28, 2020
From: Tasha Smalley, Zoning Administrator
RE: Amendment to an already approved Special Use Permit & Site Plan –
Special Events Venue

Owner: Bruce and Peggy Van Wagoner
Owner address: 1073 62nd Street Pullman MI 49450

Subject 1073 62nd Street
Parcel #: 0302-001-007-20

AG - Agricultural District
5.03 District Regulations
Minimum lot area – 2.5 acres
Minimum lot width - 250 ft
Front setback - 50 feet
Rear setback – 50 feet
Side setback – 50 feet
Lot coverage - 20%
Maximum building height - 35 feet

Chapter 15 Specific Use Regulations, 15.03 UU Special Events Venue
Chapter 17 Site Plan Review
Chapter 18 Parking

Analysis

Property 0302-001-007-20 is a legal pre-existing conforming lot of record
Lot area 1003x1302 = approx 30 acres

Proposed project: Amend approved site plan (9-5-18)
Construct additional building for storage and open pavilion
50x72 = 3600 sq ft
4 corners (10x24) will be enclosed for storage; rest of building open; two end will
be open; sliding doors added to front and rear for some weather protection and aesthetics

Setbacks:
Building – 54 feet from existing venue building
300+ feet from any property line

This building will be used for the current number of allowed guests, 100. The intent is not
to be able to increase the number of allowed guest.

The parking will be the same

The bathroom facilities will be the same

The refuse / garbage will be the same

The building will not affect the pond / storm water run off

I sent the revised plan to the Fire dept waiting for review.

Page 2 – Amend - Special Land Use – Special Events Venue

Special Use Requirements – Special Events Venue UU 1- 12
See attached from original application

Review Standards 15.02C

1. a. yes **b. this is subjective**
c. public services will be met **d. this is subjective**
e. yes. Plan is to keep natural.
2. standards for special events venue stated above
3. May impose conditions for approval

Site plan review 17.03C 1-29

See attached from original application

Review Standards 17.07

See attached minutes from original application

Parking 18.03 – existing

50 spaces provided; 48 regular and 2 handicap

Parking area will be paved

Parking space 10x20

Tasha'a Notes:

The site plan has a vicinity map but does not show houses. I printed an aerial to show the vicinity map. I think rest of conditions per motion 9-5-18 are on plan.

The proposed addition has been constructed. I suggest the words “proposed” be eliminated. And all other references to “proposed” that have been constructed.

I think the parking lot should say how many spots and size. The attachment can easily get lost.

And this new building be added to the plan; not just drafted in by pen.

Possible Approval Condition

Submit revised site plan

1. add this new building including size and setback from existing building
2. remove all references referring to “proposed” that have been added/built
3. add the number of spaces and size of parking spaces (lines not necessary)
4. any other items from PC

Casco Township
7104 107th Avenue
South Haven, Michigan 49090
(269) 637-4441 / Fax (269) 639-1991

* APPLICATIONS
SENT VIA
EMAIL 5.26.20
TO TASHA
5-29-20
pd/ozh
2349
@700-

SITE PLAN REVIEW/SPECIAL USE/PUD APPLICATION & REQUIREMENTS

1. Applicant Information:

Name PEGGY & BRUCE VAN WAGONER
Address 1073 62ND AVE City PULLMAN State MI Zip 49450
Telephone 269.231.9700 Fax _____
Person in charge of project M/M BUILDERS, INC & PEGGY & BRUCE VAN WAGONER

2. Property Information:

Address: 1073 62ND AVE PULLMAN, MI
Parcel #: 0302-001-001 - 30; Do you own the parcel? Yes ; No _____
Current Zoning _____ Conforming use in zone? Yes _____; No _____
Other action required?: Variance _____; Re-zone _____; Special Use _____

3. Type of improvement (Check as many as applicable)

New Building _____ Addition _____ Condominium _____ Site Condominium
_____ Open Space Dev. _____ Subdivision _____ PUD
_____ Other (Describe) _____

4. Engineer or Surveyor Information: N/A

Name _____ Address _____
City _____ State _____ Zip _____ Phone _____ License # _____

5. State proposed use of property: STORAGE / PAVILLION AT SITE

6. Provide site plan as per Chapter 17 of the Casco Township Zoning Ordinance.

Did you receive a copy of Chapter 17 and the Checklist? Yes _____; No _____.

Provide information requested in Chapter 15 if Special Use.

Provide information requested in Chapter 16 if PUD.

Provide information requested in Section 15.04(Z) if Open Space Preservation project.

7. Provide a brief narrative describing the items listed in Section 17.03(a) and the following:

- a. Types and size of structures to be erected.
- b. Timetable regarding stages of project and completion date.
- c. Any objective or subjective information you wish to convey to the Planning Commission.

Applications with completed site plan and other required information must be filed with the Zoning Department at the Township Office 35 days before the scheduled Planning Commission meeting. All amended site plans must be submitted at least 21 days before the meeting or the hearing/ review will not be held. All applicable fees must be paid at that time. By signing this application, I agree to pay all applicable fees and costs associated with the site plan review process as detailed on the reverse of this application.

I hereby authorize Casco Township Planning Commission members and Township staff to inspect the proposed site at their discretion.

Applicant Signature M/M BUILDERS, INC. / Mark M... PRESIDENT Date 5.26.2020

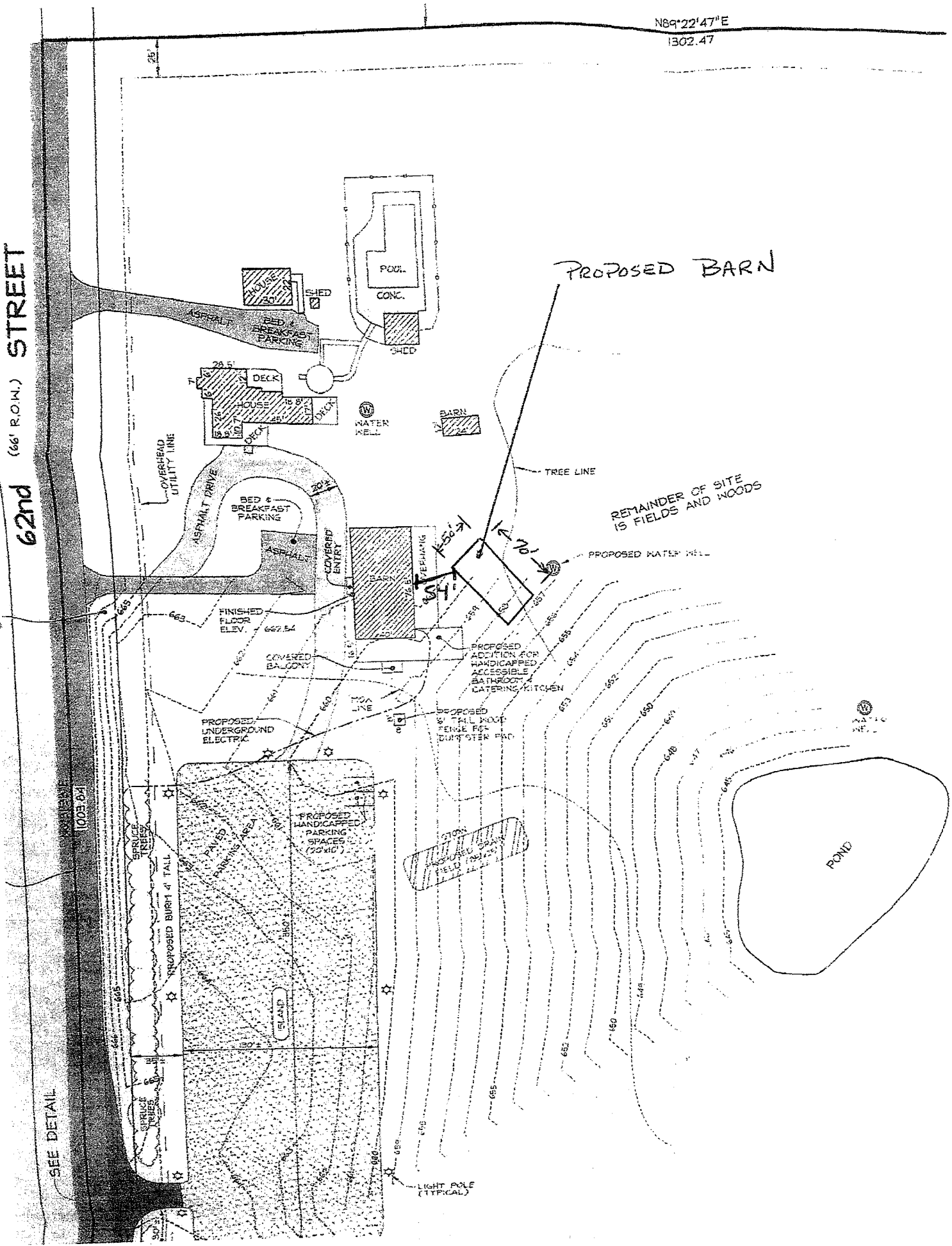
For Office Use: Date Rec'd: _____; Fee Rec'd _____; Fee Amt. _____; Hearing Date _____

Remark : _____

62nd STREET (66' R.O.W.)

PROPOSED BARN

REMAINDER OF SITE IS FIELDS AND WOODS



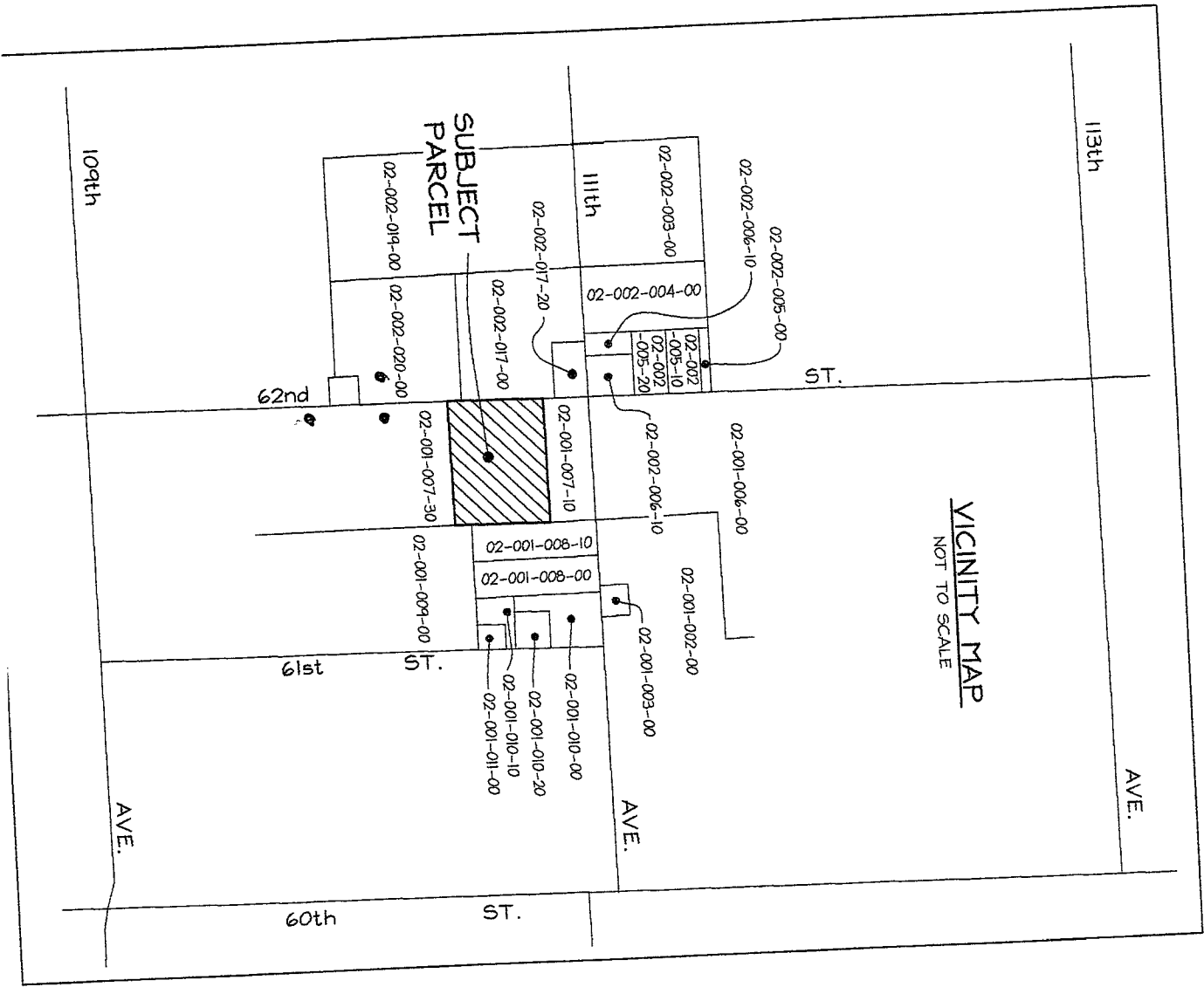
SEE DETAIL

1003-04

LIGHT POLE (TYPICAL)

POND

VE.



VICINITY MAP
NOT TO SCALE

113th

AVE.

ST.

113th

AVE.

SUBJECT
PARCEL

61st

ST.

62nd

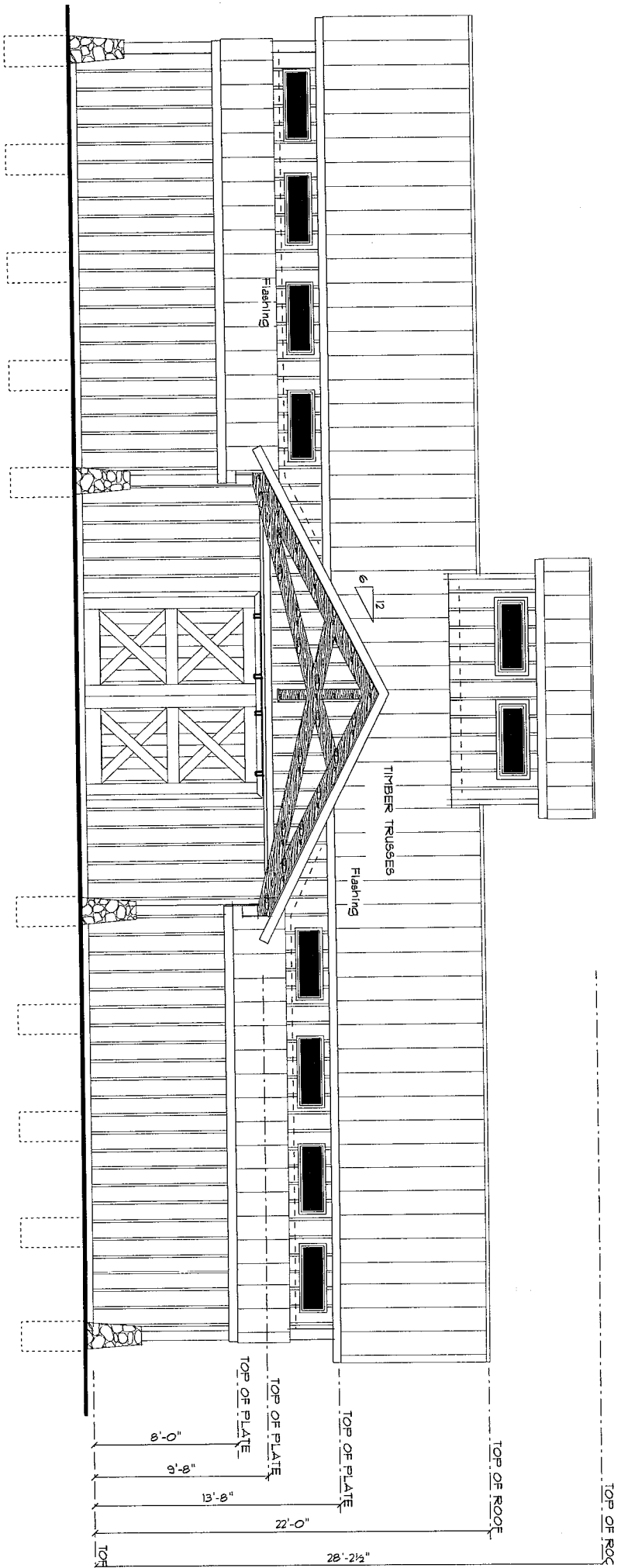
60th

ST.

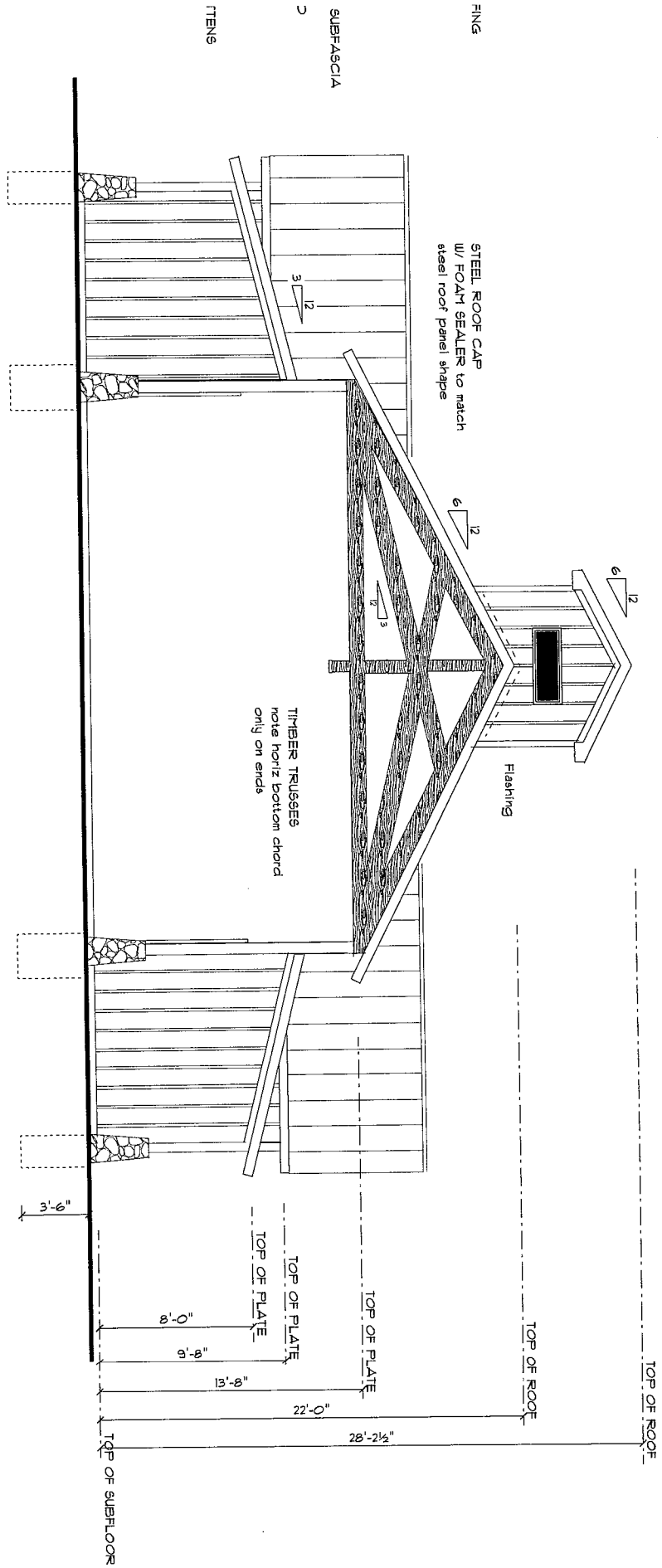
109th

AVE.

AST ELEVATION 40119



SECTION - SOUTH ELEVATION 40179



TIMBER TRUSS ROOF:

#6

TO: CASCO TOWNSHIP BOARD

FROM: BRUCE & PEGGY VAN WAGONER

RE: SPECIAL USE PERMIT FOR PROPERTY @ 1073 62nd Street - to be used as an Event Venue

Under the Casco Township Planning Commission guidelines which have been approved and compliant under the Master Plan, we are submitting our site plan for your approval to obtain a Special Use permit for our property to be used as an Event Venue. Compliant with the Master Plan, the use is designed and constructed, and will be operated and maintained - harmonious and appropriate in appearance with the existing or intended character of the general vicinity. We presently reside on our property and will continue to do so so that we can monitor any events and maintain the character and integrity of our farm. We want to offer a beautiful venue that will show an appreciation for our historic barn and farm and Casco Township. We are fully aware that our barn would only be permitted for 100 inside guests without a suppression system and any number over 100 we will have outdoor space. Our intent is a venue for a maximum of 200 guests. (Please note: The guests for the events will not have access to the pool, pool house, carriage house or main house. These areas are only used for overnight guests that are part of the event.)

Site Review Checklist:

#2: Legal Description of our property:

Beginning 482.13 feet south of the West Quarter Post of Section 1, Town 1 north, Range 15 West; thence East 130247 Feet, Thence South 624.66 Feet; there West 1301.73 Feet; thence North 624.64 Feet to the place of beginning.

Also The North 379.35 Feet of the South 1518.30 feet of the West half of the southwest Quarter of section 1, Town 1 North, Range 15 West.

#4: Property Owners: Bruce & Peggy Van Wagoner

5: Our site plan was prepared by Mitchell & Morse Land Surveyor on June 25, 2018

#7: Property line setbacks:

- "Car Park" - 66' from edge of 62nd Street
- Barn — 180' from 62nd Street
- House - 90' from 62nd Street
- Carriage House - 120' from 62nd Street
- Pool House - 200' from 62nd Street

#8: Size of acres - 30 acres

Approximately 10 acres is allotted for the proposed use - which includes the car park, house, barn, carriage house, pool and pool house and pond and vineyard. The remaining 20 acres are woods.

#9: Dimensions of existing and proposed structures:

Car Park - 110' x 260'

Barn - 40' x 80'

Proposed Barn addition - 16 x 68 & 16 x 32 - irregular

House dimensions - irregular 60' x 30'

Carriage House - 26' x 30'

Pool House - 20' x 20'

#12: Driveways - Per the Allegan County Road Commission: we have a Designated Entrance driveway (one-way) which is 15" wide and a designated Exit driveway 15' wide.

We also have a 3rd driveway that is for our personal use and overnight guests.

#14: Zoning of the area is Agriculture.

#16: Specific location of lighting and design of exterior lighting:

Design - Vintage Style Gooseneck post lamps - 16' LED on Photo Cell operation. Located in strategic points in car park and main entrance - illuminating the area for 1 lumen per square foot. This will amount to 8 post lamps. The lighting will be down lighting so will not

be disruptive to the surrounding neighbors or area.

The car park is designed to accommodate 50 spaces - (11' x 20" each space), 2 handicap spaces (12' x 20') and designated area for caterer, etc. There is also a designated space for Refuse containers which will have a privacy fence around for aesthetics.

Fire lanes - one way traffic

#20: Landscape design - We planted 47 additional evergreen trees last fall in order to provide even more privacy along 62nd Street. Along with existing trees and the berms, we will continue to landscape around the entire property to further enhance the beauty and privacy.

#21: Signs: 1 sign at entrance

#22: Site grading plan. Grading was approved by Allegan County Road Commission for correct drainage.

#23: Location of New Septic Field - per Allegan County Health Department: - south of barn (pls see location on site plan)

Location of Refuse(Garbage & recycling) south of barn - with a 6' fence for privacy and aesthetics

#25: Significant natural features: Our property backs up to marsh land, pond, fields and lots of trees.

#29: Covered front entrance on barn and 12' overhang across back of barn

10

TO: CASCO TOWNSHIP PLANNING COMMISSION

Date: August 22, 2018

FROM: BRUCE & PEGGY VAN WAGONER

ADDRESS: 1073 62nd Street
Pullman, MI 49450

RE: SPECIAL EVENTS VENUE PERMIT

Section 5 - Amendment of Section 15.03 Subsection UU, we submit the following:

UU. Special Events Venue:

1. We are the owner/operator of the Event Venue and live on the property and will continue to do so.
2. Our total acreage is 30 acres.
3. We have received a letter from Rebecca Long, Allegan County Health Department stating that we are in compliance with all the rules and regulations regarding food service.
4. We understand and will fully adhere to the hours of operation from 7:00 am to 10:00 pm.
5. We fully understand our inside barn is limited to 100 guests per the South Haven Area Emergency Service and anything over will have use of an outside area.
6. We will stay within the decimal volume regulations per the township guideline.
7. There will be no activity or structure pertaining to the special events venue located within 50 feet of the public road right-of-way.
8. There will be no activity of structure pertaining to the special events venue located closer than 50 feet of the public road right-of-way.

9. Per the site plan, there will be a designated area for refuse and recyclable containers, hidden by a 6' privacy fence. They will be monitored and tended to on a regular basis - they will be kept clean!

10. Per our plan addition, we will have 2 bathroom facilities - Men and Women - each with 3 toilets and 3 sinks.

11. We have a car park right next to the venue site. - Please refer to the site plan.

12. The car park has received thumbs up from the Allegan County Road Commission in accordance with all requirements.

Special Meeting of Casco Township Planning Commission
September 5, 2018 6:00 PM

Members Present: Chairperson Dian Liepe, Secretary Lewis Adamson, Board Representative Judy Graff, Greg Knisley, Dave Hughes and Dan Fleming

Absent: Vice Chairman David Campbell is excused

Staff Present: Janet Chambers, Recording Secretary, Zoning Administrator Alfred Ellingsen,

Also Present: Clerk Brenner and Supervisor Overhiser, Bruce and Peggy VanWagoner approximately 8 interested citizens (Sign-in Sheet Attachment #1)

The meeting was called to order by Chairperson Liepe at 6:00 PM for reviewing a Special Use request by Peggy and Bruce VanWagoner, 1073 62nd Street, Pullman MI 49450 (Parcel #0302-001-007-20). The applicants wish to operate the single family residential home as a B&B and rent three or four bedrooms. The home is in the Ag Zone which allows B&B as a Special Use. The applicants also are requesting a second Special Use Permit for the operation of a Special Events Venue at the same location. The existing barn would be used for 100 guests or less but a tent may be used for additional guests.

Chairperson Liepe read notice (attachment #2) published in the South Haven Tribune on August 12, 2018.

Graff asked for clarification of which buildings are existing, and which would be added. Peggy VanWagoner said all buildings are preexisting except for an addition for bathrooms and a catering kitchen on the south end of the barn and will wrap around the side. Graff said the site plan will need to be labeled reflecting existing buildings and the additions. Graff asked that dimensions be included on the final site plan with location and sizes of the guest rooms.

Chairperson Liepe invited public comment.

Wil Hart, who owns the farm down the street, welcomed the VanWagoners to the neighborhood and stated he is not opposed to the B&B or Special Events Venue.

No correspondence was received from the public either in support or opposition.

Chairperson Liepe lead the PC through 15.02 C1 regarding the B&B request.

- 1. In addition to the standards established for specific special uses in Section 15.04, an application for a special use approval shall satisfy the following general review standards which are basic to all special uses:**

- a. The use is generally compatible with the intent of the Master Plan.**

Commissioners agreed it would be compatible.

b. The use is designed and constructed, and will be operated and maintained, so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity, will be compatible with adjacent uses of land, and will not change the essential character of the area in which it is proposed.

Commissioners agreed with this

c. The use is, or will be as a result of the special use permit, served adequately by public services and facilities, including, but not limited to roads, police and fire protection, drainage structures, refuse disposal, and schools. Adequate water and sanitary sewer facilities must be available.

Commissioners agreed with this

d. The use does not involve activities, processes, materials and equipment or conditions of operation that will be detrimental to any persons, property or the general welfare by reason of traffic, noise, smoke, fumes, glare or odors.

Commissioners agreed as a B&B this is ok

e. The use will be compatible with the natural environment and will be designed to encourage conservation of natural resources and energy and will be compatible with the rural nature of the Township.

Commissioners said yes to this

Section 15.03 D. Bed and breakfast establishments

1. The use shall only be established in a detached single family dwelling.

Graff questioned the guest room in the carriage house. This requires the guest room be in a single-family dwelling. Chairperson Liepe said the PC would need to come back to this.

2. The establishment shall be directly serviced by public water and public sanitary sewer services, or such private water and sanitary sewer systems as approved by the Allegan County Health Department.

Chairperson Liepe said the health department has approved this.

3. The establishment shall be located on property with direct access to a paved public road. Yes

- 4. Parking shall be located to minimize negative impacts on adjacent properties. For bed and breakfast establishments not subject to special use approval all parking areas shall be setback ten (10) feet from any side or rear lot line and there shall be a six (6) foot high fence between such parking area and any adjacent property within fifty (50) feet of the parking area.** *Graff noted the site plan does not show parking. Adamson noted that this is for the B&B, the Special Events Venue application will be discussed separately. Commissioners agreed the B&B would comply with parking requirements. Graff stated parking for B&B should be depicted on the site plan. Commissioners agreed.*
- 5. The number of guest rooms in the establishment shall not exceed three (3), plus one (1) additional guest room for each ten thousand (10,000) square feet or fraction thereof by which the lot area of the use exceeds one (1) acre, not to exceed ten (10) guest rooms in any case.** *Graff said dimensions and locations of guest rooms should be shown in the site plan. Ellingsen said quantity of guest rooms should be shown, but not a floor plan showing location. Graff said location should be shown and guest rooms should be in the single-family residence, not a separate building. Ellingsen agreed, guest rooms must be in the residence, not the unattached building previously used as an office. Hughes stated labels could be added to the site plan showing where guest rooms would be located. Ellingsen said they had to do a site condominium for Adamson's B&B to use unattached buildings as guest rooms. All commissioners agreed the guest rooms must be in the single family residence. The site plan will reflect that guest rooms are located in the residence.*
- 6. One (1) sign shall be allowed for identification purposes. The sign shall not exceed sixteen (16) square feet in area, and may not exceed four (4) feet in height. If illuminated, the illumination shall only be of an indirect nature; internally lighted signs are not permitted. The sign shall be set back at least one-half (1/2) of the front yard setback area of the zoning district in which the use is located, and shall be located at least fifteen (15) feet from any side or rear lot line.** *Bruce VanWagoner said they will have one sign, and it will be in compliance with the requirements.*
- 7. The establishment shall be inhabited by the operator.** *Yes*
- 8. Accessory retail or service uses, including but not limited to gift shops, art studios, wine tasting, antique shops, bakeries, and other similar uses may be permitted provided they are cumulatively no more than three thousand (3,000) square feet in area.** *N/A*

9. Meals may be served only to the operator's family, employees, and overnight guests. Yes

10. No such use shall be permitted on any property where there exists more than one (1) other bed-and-breakfast establishment within seven hundred fifty (750) feet, measured between the closest property lines. *There are no others in the area*

11. Exterior refuse storage facilities beyond what might normally be expected for a detached single family dwelling shall be prohibited. *Yes, they are currently using Republic and cans are in the garage for the B&B.*

Graff made a motion to approve the SLU for a B&B establishment for up to 10 guest rooms in the main dwelling. Hughes supported. All in favor. MSC.

Graff suggested covering the Special Events Venue requirements, followed by covering the review standards for both the B&B and Special Events Venue all at the same time. Commissioners agreed.

Peggy VanWagoner said their plan is to have various events including weddings, fund raisers, company events, reunions, etc.

Knisley asked the number of guests for an event.

Bruce VanWagoner said the Fire Chief said they could have up to 100 guests in the barn and could add tents for an additional 100 guests.

Chairperson Liepe asked if there were plans for security.

Peggy VanWagoner provided a printout (attachment #3) regarding questions posed by the township. Security is included on the sheet. Peggy VanWagoner said she would like security cameras and plans a smoke free environment. There will be exit signs, smoke alarms, first aid kits and a protocol list to share with employees. Peggy said they are working on lighting.

Graff asked if VanWagoners were aware of the new lighting ordinance the township is currently working on. Peggy VanWagoner said she has been working with Ellingsen and is planning shielded lighting.

Hughes asked if the B&B would be used by guests of the Special Events Venue. Peggy VanWagoner said she has no intent to run a B&B except for Special Events Venue guests. The purpose of the B&B is to accommodate Special Events customers.

Hughes asked if there will be handicap access. Bruce VanWagoner said the Special Events Venue will be handicapped accessible. Ellingsen said handicap access is not required for B&B.

The PC covered 25.02 C regarding Special Events Venue.

- 1. In addition to the standards established for specific special uses in Section 15.04, an application for a special use approval shall satisfy the following general review standards which are basic to all special uses:**
 - a. The use is generally compatible with the intent of the Master Plan. Yes**
 - b. The use is designed and constructed, and will be operated and maintained, so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity, will be compatible with adjacent uses of land, and will not change the essential character of the area in which it is proposed. Yes. Hughes asked how number of parking spaces is determined for anticipated occupancy. Peggy VanWagoner said the parking area of 350' x 130' is paved. Discussion continued on overflow parking, necessary parking spaces and what existed prior to paving the parking area. VanWagoners did not remove trees to create a parking area. They have added trees.**
 - c. The use is, or will be as a result of the special use permit, served adequately by public services and facilities, including, but not limited to roads, police and fire protection, drainage structures, refuse disposal, and schools. Adequate water and sanitary sewer facilities must be available. Yes**
 - d. The use does not involve activities, processes, materials and equipment or conditions of operation that will be detrimental to any persons, property or the general welfare by reason of traffic, noise, smoke, fumes, glare or odors. No**
 - e. The use will be compatible with the natural environment and will be designed to encourage conservation of natural resources and energy and will be compatible with the rural nature of the Township. Yes**

Chairperson Liepe led commissioners through Section 15.03 5 UU Special Events Venue.

UU. Special Events Venue

1. **The use shall be owner-operated, and the owner shall live in a single-family dwelling located on the same lot during the operation of the Special Events Venue.** *Yes*
2. **A Special Events Venue shall be located on a lot of five (5) acres or greater.** *Yes*
3. **The use shall be licensed and inspected by the Allegan County Health Department and comply with all applicable laws and regulations regarding food service.** *Yes. Health Department was out.*
4. **Hours of operation shall be limited to the hours between 7:00 a.m. and 10:00 p.m.** *Yes*
5. **The maximum capacity of the venue shall not exceed that established by South Haven Area Emergency Services (SHAES) or its successor, or applicable building codes, whichever is less.** *Yes. SHAES was at the property*
6. **Amplified music must comply with Township Ordinance limitations unless a condition of the special use is to prohibit amplified music.** *Yes. Ellingsen will check with a decibel meter and making a report.*
7. **No activity or structure pertaining to the special events venue may be located within fifty (50) feet of the public road right-of-way.** *Not a problem*
8. **No activity or structure pertaining to the special events venue may be located closer than fifty (50) feet from any dwelling unit on another lot.** *Not an issue*
9. **Suitable containers for rubbish shall be placed on the lot for public use and shall be properly disposed of on a regular basis to avoid overflowing and a foul odor.** *Yes. Location is marked on site plan.*
10. **Suitable restroom facilities shall be provided on the lot as approved by the Allegan County Health Department.** *Yes. This is part of the addition. Hughes asked if the Health Department has approved. VanWagoner said*

the Health Department has approved their plan, which is part of the addition. The barn will have a separate system.

- 11. Parking shall be available on the same lot and in accordance with Chapter 18. Yes**
- 12. Access to the lot and the venue on the lot shall be constructed and located in accordance with Allegan County Road Commission requirements. Yes. This has been signed off by the Road Commission.**

A motion was made by Fleming, supported by Knisley to approve the Special Events Venue. All in favor. MSC.

The Planning Commission went over the Review Standards Section 17.07 for both the B&B and the Special Events Venue simultaneously.

SECTION 17.07 REVIEW STANDARDS

The following standards shall be utilized by the Planning Commission in reviewing all site plans. These standards are intended to provide a frame of reference for the applicant in the preparation of site plans as well as for the reviewing authority in making judgment concerning them. These standards shall not be regarded as inflexible requirements, and are not intended to discourage creativity, invention, or innovation.

- A. The uses proposed will not adversely affect the public health, safety, or welfare. Uses and structures located on the site shall take into account topography, size of the property, the uses on adjoining property and the relationship and size of buildings to the site. *Appropriate***
- B. The site shall be adequately served by essential public facilities and services, such as roads, police and fire protection, drainage systems, water supply and sanitary sewage facilities. *Ok***
- C. The site shall be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this Ordinance. *Ok***
- D. Safe, convenient, uncongested, and well-defined vehicular and pedestrian circulation shall be provided for ingress and egress points, and within the site. Drives, roads and other circulation routes shall be designed to promote safe and efficient traffic operations within the site and at ingress and egress points. Shared drives with adjacent uses are encouraged if**

practical. The arrangement of vehicular and pedestrian connections to existing or planned roads in the area shall provide a safe and efficient circulation system for traffic within the Township. . Hughes asked the number of wells. VanWagoner said there is one for the house and one for the barn and another for the pond. A 5" submersible pump was just put in and the Fire Department saw it.

- E. All roads and driveways shall be developed in accordance with Township ordinances, the County Road Commission, or Michigan Department of Transportation specifications, as appropriate. Except that the Planning Commission may impose more stringent requirements than those for the Road Commission or Department of Transportation with respect to driveway location and spacing. In addition, sidewalks shall be required if determined to be necessary or appropriate for pedestrians and non-motorized vehicles. The Planning Commission shall require trails or sidewalks within developments and along the frontage of all public roads adjacent to a development. For frontage trails, the Planning Commission may permit a dedicated, recorded easement for future trail development if immediate trail development is not warranted. Ok Road Commissioner came out and went over everything.**
- F. All buildings and groups of buildings shall be arranged so as to permit necessary emergency vehicle access. To this end the Township shall refer all site plans for review and comment by the Township Fire Department. Yes. Fire Department was out.**
- G. Off-street parking and loading areas shall be provided where required, with particular attention to internal circulation, vehicle conflicts and effects of noise and glare on adjoining properties and properties in the proposed development. Have covered that.**
- H. Unless a Planned Unit Development, all dimensional requirements of the zoning district(s) shall be met. Yes**
- I. Removal or alteration of significant natural features shall be restricted to those areas which are reasonably necessary to develop the site in accordance with the requirements of this Ordinance. The Planning Commission may require that landscaping, buffers, and greenbelts be preserved or provided to ensure that proposed uses will be adequately buffered from one another, and from surrounding public and private property. They have done this. They put in 47 trees last fall and there are many trees in front. It is difficult to see the house from the road.**

J. Areas of natural drainage such as swales, wetlands, ponds, or swamps shall be protected and preserved, insofar as practical, in their natural state to provide areas for natural habitat, preserve drainage patterns, and to maintain the natural characteristics of the land. Graff asked if there were wetlands.

VanWagoners said there could be beyond the pond, but they do not go down there. That area will not be part of the venue.

Graff asked if the area on the site plan is the whole 30 acres or just the venue area. Bruce VanWagoner said the venue will use 10 or 12 acres. Graff said the special use is for the whole property.

Ellingsen said they would not be using the entire property.

Graff said when we approved the special use, it is for the entire property and we don't know if the entire property will be used or not. Graff asked how to find out from the DEQ if there are wetlands or not. Graff continued the requirement states it SHALL be protected or preserved. We gave an approval for the whole 30 acres.

Ellingsen said the PC could made a motion to add or stipulate the area.

Chairperson Liepe said it looks like the intent is to have the activity in one area of the property.

Knisley said if there is something going on in a wetland area, someone could pull up a map of wetlands and complain.

Graff questioned why the word SHALL in there.

Adamson said it is up to the applicants to meet the requirement.

Knisley said it is an area of natural drainage.

It was decided that this is not the responsibility of the PC.

K. Stormwater drainage design shall recognize existing natural drainage patterns. Stormwater removal shall not adversely affect neighboring properties or the public storm drainage system. Provisions shall be made to accommodate stormwater on-site, as deemed necessary by the Allegan County Drain Commissioner or designee, using sound engineering practices. In accordance with the Michigan Drain Code of 1956, the

drainage of any proposed plat/site condominium shall be contained within either an established or new drainage district or districts. The Township requires a Section 433 Agreement for any multiple property development or alteration of an existing multiple property development affecting more than one (1) acre of land.

Section 433 of the Drain Code provides for enlargement of existing drains and districts and the creation of new drains and districts where none currently exist. A formal agreement is required between the proprietor and the Drain Commissioner or Drainage Board. Owners of adjoining properties who will be included in the assessment district for maintenance of the drain must be parties to the agreement. The property of any adjoining landowner who refuses to sign cannot be included in the assessment district for assessment purposes. However, surface and subsurface runoff from the adjoining property must be accommodated by the stormwater collection system and outlet. An "Agreement to Establish a County Drain" will be used to establish a drainage district per Sec. 280.433(5) of the Drain Code of 1956. An "Agreement for the Extension of a County Drain and County Drainage District" will be used to add lands or storm drainage systems to an existing 433 District Agreement. The developer/land owner must contact the office of the Drain Commissioner to determine which agreement will be necessary. This document will be prepared by the developer or the developer's agent and submitted to the Allegan County Drain Commissioner's Office for review and approval. The approval of the County Drain Commissioner is required prior to final site plan approval by the Township. *The 433 agreement does not apply.*

Graff questioned storm drainage on the property. She asked if the drain commission has been there. VanWagoners said the Drain Commission has been out.

- L. **Appropriate measures shall be taken to ensure that removal of surface waters will not adversely affect neighboring properties or the public storm drainage system. Provisions shall be made to accommodate stormwater, prevent erosion and the formation of dust. The use of detention or retention ponds may be required. Surface water on all paved areas shall be collected at intervals so that it will not restrict vehicular or pedestrian traffic, or create puddles in paved areas. Catch basins may be required to contain oil filters or traps to prevent contaminants from being discharged to the natural drainage system.** *Hughes asked if the Drain Commission approved. VanWagoners said yes.*

Knisley asked if there is a spring in the pond. Bruce VanWagoner said he did not know.

M. Slopes of over fifteen (15) percent are protected and maintained in a natural state. *It is hilly. They did not change slopes. Just planted grass.*

N. As appropriate, pedestrian gathering, and seating plazas, greenways and tree lined drives shall be within parking lots and throughout the site to provide an inviting pedestrian environment, protection of the pedestrian from vehicular circulation for improved traffic operations and views. Other site amenities to create a pedestrian scale environment shall be provided such as bike racks, benches, information kiosks, art, planters, or streetscape elements to separate principal buildings from the parking lots.
N/A

O. The site plan shall provide reasonable visual and sound privacy for all dwelling units located within the site and adjacent thereto. Fences, walls, barriers, and landscaping shall be used, as appropriate, to accomplish these purposes. *Knisley questioned the wording "all dwelling units". Fleming said this question is for all SLUs, not specifically Special Event Venues.*

P. Exterior lighting shall be arranged so that it is deflected away from adjacent properties, and does not interfere with the vision of motorists along adjacent roads. Lighting of buildings or structures shall be minimized to reduce light pollution and preserve the character of the Township. Yes, Covered previously.

Q. The compatibility of any signs and their proposed lighting, if any, relative to glare, traffic safety, economic effect, and compatibility and harmony with adjoining properties, shall be considered. Yes

R. All loading and unloading areas, outside storage areas, and areas for the storage of trash which are visible from residential zoning districts or public roads, shall be screened by a vertical screen consisting of opaque structural or plant materials no less than six (6) feet in height. *Ok*

S. Site plans shall conform to all applicable requirements of County, State, Federal, and Township statutes and ordinances. Approval may be conditioned on the applicant receiving necessary County, State, Federal, and Township permits before site plan approval or an occupancy permit is granted. *Chairperson Liepe if anyone had comments. No comments*

T. The general purposes and spirit of this Ordinance and the goals and policies of the Master Plan shall be maintained. Yes.

Graff made a motion that the Site Plan Review Standards 17.07 were reviewed and approved by the PC. Supported by Fleming. All in favor. MSC.

Chairperson Liepe led commissioners through the Final Site Plan Requirements Checklist.

- 1. An inset location sketch showing at a minimum, properties, roads, and use of land within one-half (1/2) mile of the site.** *Graff asked that neighboring houses be shown on the site plan, including distance from VanWagoners' property. Commissioners agreed.*
- 2. Legal description and parcel number of the subject property.** *Yes*
- 3. The date, north arrow and scale.** *Yes*
- 4. Name and address of the property owner or petitioner.** *Yes*
- 5. Name and address of the person or firm who drafted the plan and the date the plan was prepared and any subsequent revision dates.** *Yes*
- 6. Seal, name, and address of the professional individual responsible for preparation of the final site plan.** *Will be on final site plan*
- 7. Property lines and required setback lines shown.** *Graff said this will need to be added to final site plan.*
- 8. Size (in acres) of the subject property and number of acres allotted to each proposed use and gross area in building, structure, parking, public roads and drives, and open space.** *Ok*
- 9. Dimensions of all existing and proposed structures on the subject property and building setbacks on each building site including dwelling unit densities by type, if applicable.** *Graff said Identify which buildings are existing and show addition as "proposed".*
- 10. Specific location of existing and proposed stormwater facilities including stormwater calculations.** *N/A*
- 11. Detailed design for all utilities, including any proposed connections to public or private community sanitary sewer or water supply systems.** *N/A*
- 12. Dimensions and radii of all existing and proposed drives, cross sections of roadways, acceleration/deceleration lanes.** *Already had Road Department and SHAES*
- 13. Recreation areas, common use areas, floodplain areas, and areas to be conveyed for public use purpose.** *N/A*
- 14. Existing zoning and use of all properties abutting the subject property.** *Already there*
- 15. Design and location of sidewalks and trails.** *N/A Graff questioned why Ellingsen had a "P" (provided) on his list. Peggy VanWagoner said they have sidewalks around the house, but not in the parking area.*

16. **Specific location and design of exterior lighting, curbing, parking areas (including the dimensions of a typical parking space and the total number of parking spaces to be provided), fire lanes, and unloading areas.**
17. **Development agreement (as required).** *Discussed, will have on final site plan*
18. **Easement descriptions and dedications.** *Not a problem*
19. **Approved road names.** *Yes*
20. **Detailed landscape design, including method of protecting existing vegetation, species listing and sizes for new landscaping materials and profile of proposed buffer strips, screening, berm and fence design, as appropriate. Timing of landscaping must also be provided.** *Chairperson Liepe questioned what timing was there for. Graff stated timing is there for developmental landscaping to make sure it is done. This does not apply here.*
21. **Any signs not attached to the building(s).** *One by the road*
22. **Site grading plan.** *Grading is on the site map*
23. **Location of all solid waste disposal facilities, including recycling, and screening.** *On site plan. Will be done in next couple of weeks*
24. **Location and specifications for existing or proposed outside, above or below ground storage facilities for hazardous materials.** *N/A*
25. **Detailed inventory of significant natural features, and other natural characteristics, including but not limited to open space, wetlands, landmark trees, stands of trees, brooks, ponds, floodplains, hills, slopes of over fifteen (15) percent, and similar natural assets or hazards.** *Not necessary. Pond is shown on map.*
26. **Detailed means of protecting natural features during construction.** *N/A*
27. **Written reviews and approvals by the Allegan County Road Commission engineer, Allegan County Drain Commissioner and South Haven Area Emergency Services fire Inspector.** *Completed*
28. **Where required, a 433 Agreement with the Allegan County Drain Commissioner.** *N/A*
29. **Any changes to the originally submitted narrative.** *In process of doing this. Graff said dimensions should be on site plan. Car park and proposed addition should be added. Graff said they need to finalize dimensions and get them on the site plan.*

A motion by Graff, supported by Hughes to approve the checklist 17.03C Site Plan Requirements with the following conditions: #1 add houses within ½ mile; #6 Seal of Engineer; #7 Property lines and setbacks added; #9 Identify existing and proposed and add dimensions; and #16 specific locations.

Graff wanted to be clear in the case of any discrepancies between the narrative and the site plan, the final site plan will take priority. The site plan must be accurate.

Chairperson Liepe invited public comment.

Chris Barczyk commented that it was stated the Venue occupancy would be capped at 200 with 100 max in the barn. It is a SHAES requirement that the barn capacity be limited to 100, and tents are limited, but SHAES does not dictate outdoor occupancy.

Peggy VanWagoner stated she is not interested in larger venues.

A motion by Hughes, supported by Knisley to close special meeting. All in favor.
Special meeting closed at 8:14 PM.

Attachment #1 Sign-in Sheet

Attachment #2 Public Notice

Attachment #3 Answers to questions posed by township

Attachment #4 Ellingsen Input for B&B and Special Events Venue

Attachment #5 B&B Application

Attachment #6 Special Events Venue application

Attachment #7 Parking

Attachment #8 Allegan County Health Department

Attachment #9 Road Commission

Minutes prepared by Janet Chambers Recording Secretary

REGULAR MEETING OF CASCO TOWNSHIP PLANNING COMMISSION
June 17, 2020

1. Call to order and review agenda
2. **Interested Citizens in the audience will be heard on items NOT on the Agenda & Public Correspondence received** (2 minutes each).
3. Accept minutes:
 - a. 5/20/2020 Special Seedling LLC Venue Site Plan (Attachment 1)
 - b. 5/20/2020 Regular Meeting (Attachment 2)
4. May 20, 2020 Calendar Review (Campbell)
5. Administrative Reports
 - a. Zoning Administrator (Smalley) (Attachment 3)
 - b. ZBA Chair (Hughes)
 - c. Water/Sewer representative (Adamson)
 - d. Township Board representative (Graff)
6. Old Business:
 - a. Annual PC 2019 Minutes Certification per Bylaws (Smalley)
 - b. ZO Amendments Public Hearing(s) July 15, 2020 (Campbell/Smalley)
 - i. **Excavations (Sec. 3.30.A)** (Attachment 4)
 - ii. **Definitions – Sec 2.08 Glare, Sec.2.08 Grade, final, Sec. 2.15 Nuisance** (Attachment 5)
 - iii. **Rental of single-family dwellings: fire pit (Sec. 3.39.A.4)** (Attachment 6)
 - iv. **Bed & Breakfast Establishments (Sec. 15.03.D)** (Attachment 7)
 - c. 2020 Planning Commission Annual Report (Campbell) (Attachment 8)
 - i. Administrative Zoning Ordinance links at Casco website
 1. Issued Building Permits
 2. Issued Zoning Compliance Permits
 3. Zoning Administrator FAQs
 4. Other items
 - d. Any old business that may come before the Commission
7. New Business:
 - a. None
8. General Public Comment (2 minutes each)
9. Adjourn

1537

Approved 6-17-20

Draft

Public Hearing
Casco Township Planning Commission
Special Land Use
May 20, 2020, 6 PM

Members Present: Chairman Dave Campbell, Vice Chair Lewis Adamson, Secretary Andy Litts, Board Representative Judy Graff, ZBA Representative Dave Hughes and PC members Dan Fleming, Greg Knisley

Absent: None

Also present: Zoning Administrator Tasha Smalley, applicant Peter Klein and Mike Kenat who will be working with Klein and Recording Secretary Janet Chambers

1. **Call to order:** The meeting was called to order at 6 PM.
2. **Review and approve agenda:** Motion by Knisley, supported by Hughes to approve agenda. Roll call: Campbell yes; Adamson yes; Litts yes, Fleming yes, Knisley yes, Hughes yes, Graff yes. MSC. 7-0
3. **Public Comment – other than agenda items:** None
4. **Reading of the Public Hearing Notice:** (Attachment #1) Chairman Campbell read the public notice published in South Haven Tribune on May 3, 2020.
5. **Open Public Hearing**
Seedling / Peter Klein 6717 111th Ave., 02-004-009-00
Special Events Venue
 - a. **Applicant present brief description of proposal:** Peter Klein first brought this up over a year ago, He is the owner of Seedling Farms, 6717 111th on 81 acres. He has done events in the past. He wants to do a handful of farm-to-table outside dinners this year to get people to his farm. He would like to do about 8 this year. Being outside, he can set tables for social distancing. Mike Kenat has run these dinners in the past is present to hel answer any questions..
 - b. **Public Comment:** None
 - c. **Planning Commission comments / questions:** Campbell had questions he submitted in advance. One question was about an alcohol license. The answer is Klein is not getting an alcohol license. If the person he is running the event for wants alcohol, they would go through the person serving the alcohol.

Graff questioned who is sponsoring the dinner? Kenat said it is being run through Seedling Farm. Knat said if he catered the event and he would use his restaurant's alcohol license.

Campbell said another question is about amplified music. Klein indicated he is not interested in live bands or amplified music. Campbell told Klein if he should change his mind and wanted amplified music, he would need to come to the Zoning Administrator so she could verify he is within the sound limitations.

Another question Campbell had was how rubbish would be taken care of. Klein said he normally would burn rubbish but realized it would be better to hire republic or another company to take care of it. Kenat added he could take garbage back to his restaurant and dispose of it there.

Campbell noted that Klein had a facility for staff and asked what guidance there would be on Covid 19 virus protection. Klein said whatever the state guidance is at the time of an event is what he will follow, being face masks or sanitizer or whatever is required.

Graff asked the ZA if something needs to be put in about following things at the State level? Kenat said an inspector would come out for each event, check things out to see if they are adhering to state standards and see the menu. Kenat said an inspector would be coming out and inspecting and looking over the menu.

Graff asked if this is done for every event. Kenat said it would be a temporary license for an event. If an event was going on for two nights with the same menu, it might be inspected only one time.

Campbell asked if the plan was for 2 nights per weekend for 4 weeks, would there be one permit for the 4 events. Kenat said the permit would have a start and end date. Most likely per weekend.

- d. **Final comments / questions:** Peter Klein said he has done outside dinners before and was popular. He feels this may be more popular in the time of social distancing.

Graff agreed this may be a good thing right now with the flexibility of being outdoors and easier for social distancing.

6. **Close Public Hearing:** A motion by Graff, supported by Litts to close the public hearing. Roll call: Campbell yes, Adamson yes, Fleming yes, Litts yes, Knisley yes, Hughes yes, Graff yes. MSC Public Hearing closed at 6:18 PM.
7. **Discussion and decision:** 15.03 special use standards for special events venue A motion by Hughes, supported by Adamson that because commissioners have each gone through this separately prior to the meeting, they could vote on the Standards as one motion rather than each individual item. Roll Call: Campbell yes, Adamson yes, Fleming yes, Litts yes, Knisley yes, Hughes yes, Graff yes. MSC

Commissioners looked over the ZA comments and standards.

A motion by Hughes, supported by Knisley that because Chapter 15 Standards have been met and the applicant is in compliance with the Special Use General Review and Specific Use Standards the Special Events Venue be approved with the following conditions: 1) A SHAES review be done 2) No street parking. 3) If amplification is used the ZA would need to approve. 4) Must have proper licensing for any alcohol. 5) There is not to be new construction for the purpose of the Special Events Venue. 6) A copy of required licenses permits and approval for regulatory agencies be provided to the Zoning Administrator within 15 days of receiving them. Roll call: Campbell yes, Adamson yes, Fleming yes, Litts yes, Knisley yes, Hughes yes, Graff yes. MSC.

Commissioners move on to Chapter 17 Site Plan Review 17.03C. Graff said she was good with all of them. Campbell agreed.

Campbell said 17.07 A-T and the Zoning Administrators comments all look good.

A motion by Knisley, supported by Graff to approve the Site Plan application because the applicant has met the Site Plan Review requirements in 17.03 C, and Review Standards 17.07. Roll Call: Campbell yes, Adamson yes, Fleming yes, Litts yes, Knisley yes, Hughes yes, Graff yes. MSC.

A motion by Knisley, supported by Graff to amend the previous motion to include Parking in Chapter 18.03 as a 7th condition. Roll Call: Campbell yes, Adamson yes, Fleming yes, Litts yes, Knisley yes, Hughes yes, Graff yes. MSC.

8. **Adjournment of Public Hearing session:** Public Hearing adjourned at 6:48 PM.
9. **Open regular scheduled Planning Commission meeting:**

Attachment #1: Notice of Public Hearing
Attachment #2: Zoning Administrator Memorandum
Attachment #3: Application, Photos & maps

Minutes prepared by Janet Chambers, Recording Secretary

Approved 16-19-20

Draft

Caso Township Planning Commission
May 20, 2020; 7PM

Members Present (physically and virtually due to COVID-19): Chairman David Campbell, Vice Chair Lewis Adamson, Board Representative Judy Graff, ZBA Representative David Hughes Secretary Andy Litts and PC members Dan Fleming, Greg Knisley.

Absent: None

Also Present: Zoning Administrator Tasha Smalley, Deputy Clerk Kathy Stanton and Recording Secretary Janet Chambers.

1. **Call to Order and review of agenda:** The meeting was called to order at 7 PM. A motion by Fleming, supported by Hughes to approve the agenda. Roll call: Campbell yes, Adamson yes, Fleming yes, Litts yes, Knisley, Hughes yes, Graff yes. MSC. Agenda approved with one change. Fleming would like to add continued discussion from the last meeting on “not getting things done quickly” to old business.
2. **Interested citizens will be heard on items not on the agenda, and public correspondence received:** None
3. **Accept minutes from 2/19/2020. (Attachment #1):** A motion by Knisley, supported by Litts to approve minutes of 2/19/2020. Roll Call: Campbell yes, Adamson yes, Fleming yes, Litts yes, Knisley, Hughes yes, Graff yes. MSC.
4. **Updated Calendar May 20, 2020 (Attachment #2):** Supervisor would like meetings minimized due to the current economic environment. Also, the Supervisor would like the PC to move forward with Zoning Changes for medical marijuana.
5. **Old Business:**
 - a. **Water trespass (Attachment #3) (Smalley):** Campbell said Smalley mentioned redoing the zoning compliance permit application back in March and now has a draft of the new application (Attachment #4).

Knisley suggested a supporting diagram be added to clarify the definition for “Grade, final”. Commissioners agreed. Smalley will add a diagram .

Graff suggested a number 10 be added under 2. Site Plan: **10. Site plan showing drainage.**

Smalley said that would involve a change in Section 21.06 C. A number 7 would need to be added to the requirements of a site plan as follows: *7. Drainage plan.*

Campbell recalled that in the original plan Smalley brought to the PC there was a requirement to show a drainage plan.

Commissioners thought it was a good idea to show a water management plan.

Discussion ensued about the intent paragraph and whether the word "severe" be removed. After discussion it was decided to leave it for now.

Fleming questioned whether the 2nd paragraph referred to during or after construction. Smalley said the way it is worded it refers to both during and after construction.

Graff will send an email to the recording secretary, Zoning Administrator and PC with the exact wording for number 10 on the application form (Attachment #4) and for Section 21.06 C 7 in the ordinance.

Chairman Campbell said the PC will move forward with the public hearing on July 15th.

Knisley asked when the Zoning Compliance Permit is required. Smalley said anything less than ~~\$200~~^{\$200⁰⁰} requires the Compliance Permit, and anything over ~~\$200~~^{\$200⁰⁰} requires a building permit.

b. January 2020 updated Bylaws (Attachment #5): No real changes

c. Administrative Reports:

- i. **Zoning Administrators reports for February, March and April (Attachment #6) (Smalley):** Commissioners did not have any questions pertaining to the ZA report.
- ii. **Township Board representative (Graff):** There was a Township Board meeting on Monday. Graff highlighted some things discussed. * The Board agreed the Master Plan update should be put on hold to save money because of the Covid shut down. *SHAES said during this time when crowds are small they are using their time to do maintenance on vehicles. *The dump is open, they are using safety practices for Covid, there will be a day for tires soon. *Allegan County reported that since

the "Stay at Home" order has been in place there has been an increase in domestic violence & increased children and parenting needs. Because Casco is so far from the county seat, there will be a pilot program in Casco on a monthly basis. *Supervisor Overhiser requested information from the attorney on marijuana growing. *The Board will be working on a new budget in the next couple of weeks. *Drain Commissioner made a resolution to do maintenance on Sun & Sand Drain district. It will cost more than money allocated for the job, and the balance will be the responsibility of Casco and citizens in the district. *In June they will be voting on an appraisal, 3-year contract. *Tax revenue will be reduced due to Covid-19, and the township will need to think about how to keep costs down. *SHAWSA will be lowering debt retirement from \$60 to \$30 effective July 1st.

recommend

alleged legal assistant

could

Campbell noted the medical marijuana ordinance will be a regulatory ordinance like STRs. The Board will take care of the regulatory ordinance and the Planning Commission will take care of the zoning part of it.

iii. **ZBA representative (Hughes):** The ZBA had two meetings since the last update. On 3/19/20 there were two applicants. One was a 3' variance to move a house from eroding over the bluff. That was granted. The other was an applicant requesting 2 variances. One was a front yard setback (Lake side), the other for a side yard setback for 18' relief (the public notice was for 13)'. Both were granted knowing the ZA would contact the attorney to see if something needed to be done due to the number of feet being larger than stated in the published notice. The attorney advised to republish the request for 18' and redo the variance request to give the public a chance to comment. The front yard setback was redone on 5/14/2020 for 18' and there was no public opposition. It was granted. A 2nd applicant at the 5/14/2020 meeting was a side yard variance to construct a pool on a pie shaped lot. He wanted to put in a pool on lake side and needed 11.5' relief. The ZBA was concerned & had discussion about the stability of bank and proximity of pool to neighbor. The request was granted with a 3-2 vote.

iv. **Water/Sewer representative (Adamson):** There was a meeting on April 28th. *They went over the 2021 budget and came up with a 7-year capital improvement plan. They reduced the debt retirement from \$60 to \$30. *They had an appeal against a bill that was turned down. *They will acquire a new lift station at Highland once it is brought up to standard. It

will require \$30,000 to \$40,000 to bring up to standards. Once up to standards SHAWSA will take it over. *The sledge pump at the water treatment plant was from 1983 and has been repaired multiple times. They finally decided it was time to replace it. *Evergreen Bluff road is in danger of falling in from erosion. The watermain is compromised. They could fix the compromise watermain or donate \$29,000 to Shoreline Protection and they would take care of it. They opted for the donation rather than the repair.

Knisley asked if it would be a reasonable fix.

Adamson brought the same concern up to Ross Stein and this is what Stein would like to do. They will be putting more rocks there as was done on the southern portion. It will be up to Stein to see that it is done correctly.

d. Any old business that may come before the Commission:

Fleming brought up a discussion from the last meeting about the PC not getting things done quickly. Fleming said he is not frustrated by the process. We learned a lot and have gone back and forth, learning all the way. Commissioners should not be frustrated by this. It is a good thing to take our time. You can go through a speedy process and not feel like you succeeded. Even if there is discussion and you do not end up changing it. That is still a success. It would be good to work on 2 or 3 things at a time so that there is time for a thought process.

Knisley agreed, juggling a couple of things at once is good. It does take time and frustrating things have come up. We worked hard for a long time on STRs and then got relieved of what we worked on.

Litts agreed working on a few things at a time is good.

Adamson said the only problem he sees is we seem to go off on tangents. There should be a time limitation or some way to keep it focused. Otherwise, we start chasing our tails. We need to discuss but stay focused.

Campbell said when he sets the agenda, he has copied Lou on everything because he is the Vice Chairman and should be up on what is going on.

6. New Business: None

7. **General Public Comment:** None

8. **Adjourn:** Meeting was adjourned at 8:05 PM.

Attachment #1: Minutes from 2/19/2020

Attachment #2: Updated Calendar

Attachment #3: Water trespass current and proposed

Attachment #4: Zoning Compliance Permit Application

Attachment #5: Updated proposed Bylaws

Attachment #6: ZA reports

Minutes prepared by Janet Chambers, Recording Secretary

Michigan Township Services Allegan

Invoice

111 Grand
Allegan, MI 49010

Date	Invoice #
6/5/2020	3533

Bill To
Casco Township 7104 107th Ave South Haven MI 49090

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Zoning May 2020		
0.5	5/1 Deb Cameron, land div approval 086-017-00	48.00	24.00
0.25	5/1 Frank Fitzgerald, zoning permit approval, shed	48.00	12.00
0.25	5/1 Joe Darby, 1062 Lake Mich Dr, zoning permit, move house from lake mich	48.00	12.00
0.25	5/5 Brain Silvernail, 700 Blue Star, PUD, land div questions	48.00	12.00
0.25	5/5 Sue Cutler, 7244 Miami, pool setback questions	48.00	12.00
0.25	5/5 Fran Merkin, 7097 Orch Lake Dr, zoning permit	48.00	12.00
0.25	5/7 Brian Silvernail, 700 Blue Star, more PUD, Site Condo questions	48.00	12.00
0.25	5/7 John Kasishke, Lakeview lots 8&9, setback questions	48.00	12.00
0.25	5/11 Patty Jones, buildable parcel questions 732-003-00	48.00	12.00
0.25	5/11 Cottage Home, Maple St. zoning permit, new res	48.00	12.00
0.25	5/12 Qadree Holmes, LD quest 603-001-00	48.00	12.00
0.25	5/13 Daryl Valentine, 63rd/102nd, min dwell regs	48.00	12.00
0.25	5/14 John Hill, 7411 Mitchell, roof overhang setbacks	48.00	12.00
0.25	5/14 Amy O'Sullivan, 91 North Shore, pool regs	48.00	12.00
2	5/14 ZBA meeting	48.00	96.00
0.25	5/15 Billy Pitcher, 7073 Baseline, B&B questions, allowed uses	48.00	12.00
		Total	

Michigan Township Services Allegan

Invoice

111 Grand
Allegan, MI 49010

Date	Invoice #
6/5/2020	3533

Bill To
Casco Township 7104 107th Ave South Haven MI 49090

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
0.25	5/15 Jerrod, 94 Pershing, pool & fence regs	48.00	12.00
0.25	5/15 Nick, 7164 Beach, garage regs and setbacks	48.00	12.00
0.25	5/18 Heidi Ely, 018-018-32 zoning	48.00	12.00
0.25	5/19 Shanna Ax, 1111 Blue Star, zoning and LD questions	48.00	12.00
0.25	5/20 Kevin Whiteford, 46 68th St Memo, need permit for pond ext and boardwalk	48.00	12.00
0.25	5/20 Joe Waldschmidt, 381 71st St, LD questions	48.00	12.00
2	5/20 Planning Commission meeting	48.00	96.00
0.25	5/22 Tom Lorenzini, 7180 Cottage, pool regs	48.00	12.00
0.25	5/26 Brian Garcia, 625 68th St, fence regs	48.00	12.00
0.25	5/29 Sue Catherman, Pershing & Adams, setbacks new res	48.00	12.00
		Total	\$492.00

CASCO TOWNSHIP PLANNING COMMISSION

Annual Report

June 15, 2020

Submitted by David R. Campbell Sr.
Planning Commission - Chair

An overview of the Casco Township Planning Commission (PC) activities during the 2019-2020 year included:

1. **Regular Monthly Meetings** - The PC meets on the 3rd Wednesday of every month and held 10 meetings during 2019-2020. **Two meetings (March and April) were canceled due to the Covid-19 pandemic.**
2. **Special Meetings/Public Hearings** – The PC held 2 Special Meetings/Public Hearings during 2019 – 2020 as follows:
 - a. **Sept. 25, 2019** stand alone meeting – Public Hearing
 - i. Exterior Lighting – ZO Amendment passed
 - ii. Storm Water Management - No Action,
 - b. **May 20, 2020** combined with regular meeting night - Seedling LLC Special Events Venue application approved with conditions
3. **Joint PC/Board of Trustees Meeting – May 2, 2020** – Canceled due to the Covid-19 pandemic.
4. **Planning Commission Attendance Report** – There were a total eleven (11) meeting nights during the past year. The following member *absences* were recorded in the minutes: **Graff** (July, 2019 and November, 2019), **Knisley** (September, 2019 and January, 2020), **Litts** (January, 2020 and February, 2020)
5. **Significant Actions taken by the PC during the previous year:**
 - a. Casco Township’s “Planning Commission ***Bylaws***” ***were reviewed and amended*** for the first time since 2005.
 - b. The PC Bylaws now require that the Zoning Administrator ***“Provide a written report to the Planning Commission at the February regular meeting each year that hardcopies of all approved PC minutes for the previous year, including all related attachments, are stored in the Township Hall”***.
 - c. The Planning Commission ***approved amendments to be moved to the public hearing*** stage this summer related to:
 - i. ***Bed and Breakfast (Sec. 15.03.D)***
 - ii. ***Rental of single-family dwellings: fire pit (Sec. 3.39.A.4)***
 - iii. ***Excavations (Sec. 3.30.A, Sec 2.15 Nuisance, Sec 2.08 Grade, final)***
 - d. During the past year Casco Township has transitioned our ***Zoning Ordinance hosting to Municode***. The Casco’s Zoning Ordinance is now universally accessible to the public and linked to Municode at the Township website.
 - e. At the recommendation of the Township supervisor the PC ***met with the Allegan County Road Department Manager (Craig Atwood) to discuss the issue of Water Trespass*** and how the Road Department

might be able to assist in dealing with this issue. Mr. Atwood commended Casco for being one of the first townships in the County to formally explore addressing this question at the Planning Commission level. **The proposed Excavation amendment going to public hearing noted above was a direct result of the overall Water Trespass issue we examined during the past 1 ½ years).**

- f. Finally, there is a significant item highlighted in last year's Annual Report that the PC Chair failed to deliver on during 2019-2020: The development of a Township wide residential community input questionnaire and selection of a consultant to assist the Planning Commission as a kickoff for a major **"Master Plan Review" kickoff planned for 2019-2020**. No excuses, this item slid during the past year and with the current Covid-19 revenue uncertainties at the State, County and Casco Township levels will be suspended temporarily.

6. Significant Actions planned by the PC during the coming year:

- a. The PC worked with the Zoning Administrator since her appointment to identify other areas of the Zoning Ordinance that might be updated/amended for clarification and/or state required change purposes:
 - i. To date a draft of a **proposed amendment to overhaul Sec.19 Sign Requirements** has been completed by the Township attorney and will be considered in the near future.
 - ii. The PC in conjunction with the Zoning Administrator has identified several other areas of the Zoning Ordinance that will be examined in 2020-2021.
- b. The following administrative related enhancements to the Zoning Ordinance webpage have been discussed by the PC, Zoning Administrator and Supervisor and will be pursued by the Chair this summer:
 - i. Issued Building Permits listing posted at the Casco website
 - ii. Issued Zoning Compliance Permits posted at the Casco website
 - iii. Zoning Administrator FAQs page at the Casco website

CASCO TOWNSHIP
Section 3.30 Excavations
Proposed Text #1

3.30 EXCAVATIONS

A. Intent: To protect the public health, safety, and welfare of Casco Township Residents. The proposed amendments are intended to address the issue of water drainage impacting adjacent properties, ~~of surrounding undeveloped lots~~ in our residential neighborhoods resulting from new home construction and/or home expansion.

In order to protect adjacent properties and to provide adequate drainage of surface water and storm water run-off, the final grade shall be designed and landscaped such that storm water run-off is managed in a manner which does not create a nuisance for adjacent properties for all earth moving activities in the LDR, LR-A, LR-B, MDR zoning districts.

1. The Zoning Compliance Permit applicant acknowledges that by submitting the "Application" they are familiar with Zoning Ordinance Section 3.30-Excavations and their responsibilities for adequate drainage of surface and storm water run-off related to the planning of construction.
2. The Zoning Administrator will do an onsite inspection of the building site before issuing a Zoning Compliance Permit. The Administrator will take pictures and make notes regarding the review that will become part of the application and permanent file.
3. The Zoning Administrator will make a post construction inspection of the building site and take pictures for the permanent file before the Building Official issues the Certificate of Occupancy.

B. Topsoil or sand may be removed from a lot for the purpose of erecting or constructing a building, structure or pond on the lot, provided that a permit is first obtained from the Zoning Administrator. If any removal from a parcel exceeds 500 cubic yards of material, then the applicant shall comply with the provisions of Section 15.03.DD. In addition, topsoil or sand may be moved from one part of the lot to another part of the lot if such action will not cause, or be likely to cause, sand blow, stagnant water pools, or possible future injury to adjoining properties. A permit shall be required from the Township if the property affected is over one acre in size.

CASCO TOWNSHIP
Section 3.30 Excavations
Proposed Text #2

3.30 EXCAVATIONS

A. In order to protect adjacent properties and to provide adequate drainage of surface water and storm water run-off, the final grade shall be designed and landscaped such that storm water run-off is managed in a manner which does not create a nuisance for adjacent properties for all earth moving activities in the LDR, LR-A, LR-B, MDR zoning districts.

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Proposed Definitions:

I rescind my idea to add this definition. I think final grade is self-explanatory -
Grade, final. The lowest point of elevation between the exterior wall of the structure and a line five feet from the exterior wall of the structure when the structure is complete.

Sec 2.08 Glare. The effect produced by brightness sufficient to cause annoyance, discomfort, or loss in visual performance and visibility.

This term is referenced 9x in the ordinance

Sec 2.15 Nuisance. Is an offensive, annoying, unpleasant, or obnoxious thing or practice, a cause or source of annoyance, especially a continuing or repeated invasion of any physical characteristics of activity or use across a property line which can be perceived by or ~~characteristics of~~ affects of a human being, or the generation of an excessive or concentrated movement of people or things including but not limited to: noise, dust, smoke, odor, glare, fumes, flashes, vibrations, objectionable effluent, water drainage or storm water run-off.

This term is referenced 7x in the ordinance

proposed

D. Bed and breakfasts establishments

1. The use shall only be established in a detached single family dwelling.
2. The establishment shall be inhabited by the owner or innkeeper.
3. The establishment shall be directly serviced by public water and sanitary sewer services, or such private water and sanitary sewer systems approved by the Allegan County Health Department.
4. The establishment shall be located on property with direct access to a public road.
5. Parking shall be located to minimize negative impacts on adjacent properties. All parking areas shall be setback ten (10) feet from any side or rear lot line and there shall be a six (6) foot high fence between such parking area and any adjacent dwelling within fifty (50) feet of the parking area.
6. The number of guest rooms in the establishment shall not exceed **nine (9)** . Guest rooms may be in an unattached building located on the same property. ~~Rooms~~ shall not have a kitchen or bar sink. In no case shall the total number of guest rooms exceed nine (9).
7. One (1) sign shall be allowed for identification purposes. The sign shall not exceed sixteen (16) square feet in area, and may not exceed four (4) feet in height. If illuminated, the illumination shall only be of an indirect nature; internally lighted signs are not permitted. The sign shall be set back at least one-half (1/2) of the front yard setback area of the zoning district in which the use is located, and shall be located at least fifteen (15) feet from any side or rear lot line.
8. Accessory retail or service uses, including but not limited to gift shops, art studios, wine tasting, antique shops, and other uses may be permitted provided the retail and services are only for guests.
9. Meals may be served only to residents, employees, family members, and overnight guests.
10. Exterior refuse containers beyond what might normally be expected for a single-family dwelling are prohibited.
11. Any other federal, state, county or local permit that may be required must be obtained and copies of the permits be submitted to the zoning administrator. Including but not limited to, health department for kitchen, state license to operate the bed and breakfast.

AK
9-18-19

CASCO TOWNSHIP
Rental of Single-Family Dwellings
Proposed Section 3.39 A.4 Amendment

Section 3.39 A. 4 *Fire Pit*. A fire pit shall not be less than twenty-five (25) feet from any structure or building or combustible materials and have a setback of 25' from a property line. The maximum size shall be three (3) feet wide by two (2) feet high, per the regulations set forth by SHAES (South Haven Area Emergency Services or any successor organization) as of November 1, 2017, or as amended.

- add