

APPROVED 1-15-14

Special Meeting of the Casco Township Planning Commission
December 11, 2013 6:00 PM

MEMBERS PRESENT: Bruce Barker, Dian Liepe, Daniel Fleming, Judy Graff, Lewis Adamson, and David Campbell.

ABSENT: Paul Macyauski was excused

STAFF PRESENT: Alfred Ellingsen, Zoning Administrator, and Sue West, Recording Secretary

ALSO PRESENT: James Lester and Daun Page, and 8 other interested parties (sign-in sheet attached hereto as Attachment 1)

1. **Call to order and review of agenda:** Meeting was called to order at 6:04 pm. There were no changes to the Agenda.
2. **Reading of meeting noticed in the South Haven Tribune on November 24, 2013, Special Use & Site Plan Review for Daun Page "Cottage Industry" winery:** Chairman Barker read the Notice out loud.
3. **Public Comment & Correspondence:** Letter of support from James and Vicki Wardlaw, of 1055 64th St., Pullman, MI, dated November 6, 2013 (Attachment 2) and a seven page report from Alfred Ellingsen dated December 8, 2013 (Attachment 3)
4. **Public Hearing on proposed application for Cottage Industry for wine processing & packaging with occasional tasting party:**
 - A. Chairman Barker invited Daun Page, of 715-A E. Front St., Buchanan, MI 49107 to explain her application. Page stated that they would like to use the existing garage for wine production. There will be simple alterations made, ie put in a separate septic, hook-up to the existing well, and upgrade electrical system. There will be no public facilities.
 - B. Chairman Barker inquired as to whether the occasional tasting parties would be for the public. Page stated that they would be for potential customers only. James Lester, spouse of Page and also of 715-A E. Front St., Buchanan, MI 49017 stated that he is the owner of Wyncroft Winery and partner of Page. He further stated that they produce a high quality wine that is sold to various restaurants and mail order customers. Occasionally, a potential customer will want to taste the wine before purchasing. Chairman Barker asked if there would be high traffic and Lester stated that there would not.
 - C. Chairman Barker asked if the electrical system would be upgraded and Page stated that it would.
 - D. Bruce Soloway, of 7533 Lund Rd SW., Fife Lake, MI 49633, stated that he is in charge of this project. He further stated that they have drilled one dry well so they received approval from the Allegan County Health Department to hook-up to the existing well.
 - E. Chairman Barker asked if a second septic system will be put in. Page stated that there will be. Soloway stated that the permit for same has already been purchased.

- F. Graff asked if the entire building will be used. Page answered that only the garage will be used. Ellingsen stated that the garage is approximately 34' x 23'.
- G. Graff asked if there would be truck traffic. Lester answered no.
- H. Graff asked if there would be public hours of business. Page answered no.
- I. Graff asked if Page and Lester were living on the premises. Page answered that they would be in the near future.
- J. Graff asked what the future plans for this winery are. Lester stated that they hope to increase production in the future and that there is room for an addition, if needed.
- K. Graff asked if there would be any retail business. Page answered no.
- L. Chairman Barker asked if all the production is being moved up here from the current location. Lester answered yes.
- M. Liepe asked how many employees will there be. Page answered just her husband and herself.
- N. Chairman Barker asked if there would be a business sign. Page answered that just a minimal sign would be used.
- O. Ellingsen stated that he has not heard back from the Fire Chief regarding safety issues and that the Fire Chief should do a walkthrough of the premises, but that he doesn't believe there will be a problem.
- P. Chairman Barker asked for public comment and received the following:
 - a. Ward Judd DeYoung, of 6392 111th Ave., Pullman, MI, stated that he is a neighbor to the North and that it sounds like a good plan to him. He has no objection.
 - b. John Sokel, of 1066 64th St., Pullman, MI, stated that he is a neighbor to the South and that he has no objection.
 - c. Karen Perrin, of 1024 64th St., Pullman, MI, stated that since the winery will not be a retail business, she has no objection and that she wishes Page and Lester success.
 - d. Ellingsen stated that his comments are listed in his attached report (Attachment 3)

The Commissioners answered questions from SECTION 15.03 GENERAL STANDARDS as follows:

SECTION 15.03 GENERAL STANDARDS

Prior to approval of a special use application, the Planning Commission shall insure that the standards specified in this Section, as well as applicable standards established elsewhere in this Ordinance, shall be satisfied by the completion and operation of the special use under consideration.

- A. In addition to the standards established for specific Special Land Uses in Section 15.04, an application for a Special Land Use approval shall satisfy the following general review standards which are basic to all Special Land Uses:
 1. The use is generally compatible with the intent of the Township Master Plan. **yes**
 2. 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**
 3. The use is, or will be as a result of the special land 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 sewer facilities must be available. **yes**

4. 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. **yes**

5. 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**

6. The site plan proposed for such use demonstrates compliance with the specific design standards for the special land use as contained in Section 15.04. **yes (after answering questions SECTION 15.03 I – Cottage Industry)**

B. The general standards and requirements of this Section are basic to all special land uses. The specific and detailed requirements set forth in the following Section relate to particular uses and are requirements which must be met by those uses in addition to the foregoing general standards and requirements where applicable.

I. Cottage industry

1. The types of cottage industries that can be taken up shall include, but not be limited to, those listed below and those the Planning Commission determine to be substantially similar: **We will be looking at e – Packing and Processing: Winery**

a. Tearooms, such as those that serve cream tea, often served from a china set, and a scone with jam and clotted cream.

b. Specialty food and beverage preparation – without consumption;

c. Artisans and craftsmen producing unique and distinctive items for sale on the premises;

d. Custom manufacturing – art framing, etc.;

e. Packing and Processing: Winery;

f. Horticulture;

g. Handloom weaving, handicrafts, sericulture, bee-keeping etc.

2. Not more than two (2) employees shall be working on the premises in addition to the members of the family residing on the premises. **yes**

3. The cottage industry shall be clearly incidental and subordinate to the use of a parcel containing a dwelling occupied as a principal residence of the owner or operator of the cottage industry. **yes**

4. Multiple uses may be permitted within a cottage industry. The area occupied by all uses within the cottage industry, including storage, shall not exceed one thousand (1,000) square feet. **780 sq feet used here - yes**
5. Minimum parcel size shall not be less than one (1) acre; provided that a smaller parcel may be approved by the Planning Commission upon finding that the intent and other requirements of this Section can still be met. **yes**
6. All aspects of the cottage industry shall be located and conducted within a dwelling unit or enclosed accessory building(s); **yes**
7. There shall be no change in the outside appearance of the building or premises, except one (1) non-illuminated sign not exceeding six (6) square feet in area and four (4) feet in height; **yes**
8. In the event a new building is constructed to accommodate the cottage industry, it shall maintain a vernacular similar to that of existing buildings within the vicinity. The buildings shall have a traditional rural residential, farmstead or lakeside cottage character. **n/a**
9. The sale of merchandise not produced on the premises shall be incidental and accessory to the merchandise or service produced by the cottage industry and shall not be advertised in any manner; **yes**
10. Not more than ten (10) customers or clients shall come to premises during any one (1) day, restricted to the hours 7:00 a.m. to 7:00 p.m.; **yes**
11. Not more than two (2) delivery vehicles shall access the premises each week; **Graff asked how often delivery vehicles would need access. Page answered it would be seasonal. Lester added that it would possible be every couple of weeks. - yes**
12. Large vehicles or construction equipment (such as trucks of over one (1) ton rating) is not permitted as part of a cottage industry; **yes (Fleming stated that any trucks over one ton would be covered under farming)**
13. No equipment or process used in the cottage industry shall create noise, vibration, glare, fumes, dust, odors, smoke, electrical interference or other impacts in excess of those customarily generated by single-family residential uses in the neighborhood. – **yes**

Chairman Barker asked if all Commissioners were in agreement that the General Standards have been met. All answered yes.

All the Commissioners answered the questions to the Preliminary Site Plan Requirements and the Final Site Plan Requirements as follows:

Preliminary Site Plan Requirements

1. An inset location sketch showing at minimum, properties, roads and use of land within ½ mile of the area. **yes**
2. Legal description and parcel number of the subject property. 1/7/08 **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 and/or firm who drafted the plan and the date that the plan was prepared/revised. **yes**
6. Seal, name, and firm address of the professional individual responsible for the preparation of the final site plan. **n/a**
7. Property lines and required setbacks shown. **n/a**
8. Size (in acres) of the subject property and approximate number of acres allocated to each proposed use and gross area in building, structures, parking, public roads and drives, and open space. **yes**
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. 1/7/08 **yes**
10. General location of existing and proposed stormwater controls, utilities, including any proposed connections to public or private community sewer or water supply systems. **n/a**
11. General location of all lighting with an acknowledgement of the use of "cut-off" fixtures. 1/7/08 **n/a**
12. All existing and proposed drives acceleration/deceleration lanes, fire lanes, and unloading areas. **yes**
13. Existing zoning and use of all properties abutting the subject property. **yes**
14. All buildings, parking and driveways within 100 feet of all property lines. **yes**
15. Existing adjacent roads and proposed roads. **yes**
16. Parking lots. **yes**
17. Proposed buffer strips, screening and landscaping including notes on vegetation to be saved. **n/a**
18. 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 15%, and similar natural assets or hazards. **n/a**

19. Topographical features at contour intervals at a minimum of 5 feet **n/a**

20. Recreation areas, common use areas, flood plain areas and areas to be conveyed for public use and purpose. **n/a**

Chairman Barker asked if all Commissioners were in agreement that the Preliminary Site Plan Requirements have been met. All answered yes.

Final Site Plan Requirements

1. All items required in the preliminary submittal in addition to the following: **n/a**
2. Proposed changes from the preliminary site plan properly marked 1/7/08 **n/a**
3. All setbacks depicted on the site plan for each structure to be built **n/a**
4. Specific location of existing and proposed stormwater facilities including stormwater calculations. **n/a**
5. Detailed design for all utilities, including any proposed connections to public or private community sewer or water supply systems. **yes**
6. Dimensions and radii of all existing and proposed drives, cross sections of roadways, acceleration/deceleration lanes. **n/a**
7. Design and location of sidewalks and trails. **n/a**
8. 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. **n/a**
9. Development agreement (as required) **n/a**
10. Easement descriptions and dedications **n/a**
11. Approved road names **n/a**
12. Parking lots and access points dimensions, marking, method of curbing, etc. **n/a**
13. 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. **n/a**
14. Any signs not attached to the building(s). **yes**
15. Site grading plan **n/a**

16. Location of all solid waste disposal facilities, including recycling, and screening. **(Chairman Barker asked if there would be much waste. Lester answered a little gray water used for cleaning purposes) - yes**
17. Location and specifications for existing or proposed outside, above or below ground storage facilities for hazardous materials. **yes**
18. Detailed means of protecting natural features during construction. **n/a**
19. Any changes to the originally submitted narrative. **n/a**

Chairman Barker asked if all Commissioners were in agreement that the Final Site Plan Requirements have been met. All answered yes.

5. Resolutions requiring Planning Commission action; Vote on Special Use & Site Plan Request –

All Commissioners voted in favor of approving this Application with the following conditions: Approval from the Department of Agriculture, the Allegan County Health Department and the Fire Chief, as well as Federal approval and approval from the State Health Inspector.

6. Public Comment:

- a. Ward Judd DeYoung asked if there would be any aerial spraying done and Lester answered no.
- b. Chairman Barker welcomed Daun Page and James Lester to Casco Township and wished them success.

A Motion was made by Campbell, seconded by Graff to adjourn. All in favor, MSC. The meeting adjourned at 6:41 pm

The next Planning Commission meeting will be a Regular Meeting on January 8, 2014 at 7:00 pm

Minutes were prepared by Sue West, Recording Secretary

Attachment 1: Sign-in sheet of public in attendance

Attachment 2: Letter of support from James and Vicki Wardlaw, dated November 6, 2013

Attachment 3: A seven page report from Alfred Ellingsen dated December 8, 2013