

Approved 6/19/2019

**REGULAR MEETING OF CASCO TOWNSHIP PLANNING COMMISSION
May 15, 2019; 7 PM**

Members Present: Chairman David Campbell, Secretary Lewis Adamson, Board Representative Judy Graff, ZBA Representative Dave Hughes and PC members Greg Knisley & Dan Fleming

Absent: Vice Chair Dian Liepe

Staff Present: Janet Chambers, Recording Secretary

1. **Call to order/Review-Approval of Agenda:** Meeting was called to order by Chairman Campbell at 7:00 PM. There were no changes to the agenda. (Attachment #1)
2. **Interested Citizens in the audience will be heard on items NOT on the Agenda & Public Correspondence received:**

Graff said that Zoning Administrator Smalley has been doing a super job and has been very helpful to the PC. Graff had a discussion with Smalley prior to this meeting about the agenda being posted on the website. Their discussion included how the public could view materials that go out with the agenda. Smalley suggested at the bottom of each agenda it could say "Materials available at the Clerk or Zoning Administrator Offices."

Campbell said he does not mind putting that at the bottom of the agenda but would need someone to be responsible for getting the agenda posted on the website if that is what the PC decides to do.

Kevin Whiteford, a Casco citizen, said he and his wife have built on several properties but only one in Casco which is his residence. He has never requested a variance for any of his properties. He and his wife prefer to work within the rules. He recently purchased 19 acres on 68th Street and Baseline for the purpose of starting a sunflower farm. He would like a storage facility with underground drains, and possibly the option of animals in the future. The property would not be his principal residence. The Zoning Ordinance does not allow a pole barn on property without a residence. He spoke to the Supervisor who told him if it is strictly used for AG it could be allowed. Whiteford expressed to the commission that he has never requested a variance and prefers to live within the rules. He just wanted the PC to be aware that the ordinance does not allow a barn on property without a residence. He said he understands Casco would not want someone living in a barn but wants the PC to be aware that as the ordinance stands, he would be forced to build a house in order to use his property.

Fleming said getting a zoning variance would be working within the rules and Whiteford should not feel bad about that. Commissioners advised Whiteford to contact Zoning Administrator Smalley to find out the best way to proceed.

3. **Approval of minutes:**
 - a. **04/06/2019 Joint PC/Board Meeting:** A motion by Graff, supported by Fleming to approve the minutes of 4/6/2019. All in favor. Minutes approved with 2 changes. First on page 5, 3rd paragraph from the bottom changed as follows:

Supervisor Overhiser said while a survey is important to avoid the appearance no matter how many times a survey is sent out, they are accused of doing the work in the back room.

And on page 4, 3rd paragraph from bottom:

Getting the agenda determined in advance could be difficult. He stated he gets the agenda to commissioners by Friday night before a meeting ~~it could be posted to the website~~ the agenda would be sent to PC members.

- b. **04/17/2019 Special Meeting (Wood – Special Events Venue)** Motion by Graff, supported by Adamson to approve the minutes of 4/17/2019 Special meeting. All in favor. Minutes approved as printed.
 - c. **04/17/2019 Regular Meeting:** Motion by Graff, supported by Adamson. All in favor. Minutes approved as printed.
4. **Calendar review (Campbell):** There was discussion about a possible date for Mr. Tittle's SLU. It was decided to have the meeting on the previously selected date reserved for special meetings. The meeting will be July 24th @ 6:00. Commissioners decided to stick to the calendar and see how things go. The calendar could include more dates in the future if necessary. The PC will keep track of how long these meetings run and how frequently they are requested to determine if changes need to be made.
5. **Old Business:**
- a. **Public Comment on Old Business items:** None
 - b. **PC minutes posted at Casco Website:** Campbell said minutes are getting caught up on the website. There is still one more to be added.
 - c. **Municode update:** Campbell checked the Municode website. He noted they didn't have all the materials. The STR amendment 3.39 and Special Events Venue UU are not on Municode. There were some things that were not supposed to be on the Municode website that were there. Campbell will ask the Zoning Administrator to follow up on this.

Graff said somebody needs to check the site for errors. The agreement with Municode was once it is completed; Casco would be responsible for proof reading for errors. There was question as to who is going to check for accuracy on the Municode website. Commissioners thought the Zoning Administrator would maintain and monitor it.

- d. **Exterior Lighting Ordinance Update:** Fleming said the PC passed a lighting ordinance; the board turned it down. When the PC followed up with discussion after it was sent back to the PC by the Board. When it was returned to the PC there were 3 different opinions of whether it covered the whole township, residential areas, or just historical lots of record. The diagram was clear, but parts were confusing. Fleming said moving forward on other items the PC needs to be clear about what was passed and there needs to be a process.

Graff said things go on and on and suggested once a topic is started, finish it before moving for something else. She also said draft changes should be highlighted so the PC knows what changes were made, discuss them and get it done more efficiently. With the priority list the PC should be able to work on one thing and get it done, then move on down the list.

Fleming recommended working more with motions and voting.

Campbell said each topic is different, the procedure may be different.

Adamson said sometimes it is opened for too much additional input. Noting that some citizens have had very good input.

Campbell said the PC will deal with the process as it moves forward with the new Zoning Administrator.

Discussion turned to the "tickle list". Campbell brought a copy of an application for Recreational Fire Permits used in Grand Rapids (attachment #2) as an item the PC may want to add to the list of future items. Grand Rapids has a 20' setback requirement. Before applying for a permit, residents must talk to all neighbors within 120' of their home and the neighbors would have a chance to appeal. This would apply to all homes, not just STRs.

- i. **Proposed draft discussion:** The PC will look at Smalley's draft on lighting (Attachment #4) at the next meeting. Smalley will be asked to consider different sections that will be affected by the lighting ordinance.

e. **Discussion of PC Priorities:**

- i. **Graff list from 4/17/2019 [e.g., water trespass, etc.]:** Discussion ensued about the list that Graff made at the 4/17 meeting. It was decided that water trespass is a priority, higher priority than lighting.

Graff had a previous conversation with Smalley about how water trespass issue was dropped. It was originally up to Zoning to control. Then when it was taken over by the building codes and was dropped from zoning. Later the building codes dropped it and Casco did not pick it back up in zoning. Adding water trespass to zoning would help going forward.

A motion by Graff, supported by Fleming to make water trespass the first priority on the list. All in favor. MSC.

- ii. **Additional items from Commission members:** Graff said the Bed & Breakfast issue is also on the list. Information of State Bed & Breakfast Licenses (Attachment #5).

Graff said she had a conversation with Smalley about Wineries. Graff asked Smalley how Casco has two wineries if there was not a provision for Wineries in the ordinances? Smalley replied to Graff by email with an attachment of records she found on the two existing wineries. Smalley said one of the Winery's approval was not legal. Email and information sent to Commissioners in response to Graff's questions (Attachment #6).

Fleming said he would like to ask Smalley what was done incorrectly if a winery was not approved legally. We need to understand why it is not legal to be sure we don't make another mistake.

6. **New Business:**

- a. **Public Comment on New Business items:** None
- b. **Casco Short-term Rental (2019 kickoff) (Campbell)**

- i. **Possible legislative actions (HB 4554/HB 4555 thru HB 4564):** Campbell said the State is considering taking the right for township to prohibit STRs away. There is a series of 10 bills. Basically, the state would define a STR as anything for less than 30 days. A STR, if 14 days per year or less, would not have to report the income. The State is talking about setting a up statewide directory of homes considered STRs, requiring them to pay a use tax and all other expenses that go with operating a business. Each year STRs would need to file for a permit. They would need to have 1 million dollars in insurance coverage, be up to date on all taxes and assessments. They would fine an owner who violates the new law \$15,000 for each violation. A local unit of gov shall not have an ordinance that prohibits STRs. This is still in discussion.

Graff said NPR news said all decisions would be made at State Level. The proposal is heavily supported by renter and builder associations. St Joseph is fighting this and South Haven fought it. Local ordinances would not be more restrictive than what the state comes up with.

- ii. **Registration Process:**

- 1. **(Communication/Updating public):**

- iii. **Enforcement (Casco Boots on the ground/Electronic enforcement):**

- 1. **Casco enforcement officer (Campbell):** Macyauski is doing very good job as rental Enforcement Officer. There are still, this year and last year, rentals advertising for more than 12 occupants. There are also realtors telling people that children under 2 years do not count toward the maximum of 12 occupants. This is not true and STR Enforcement Officer Macyauski is checking into this.
 - 2. **Casco Township (Campbell):** There has been some problems keeping the list of registered STRs updated.

- iv. **Casco Resources & Hidden Treasures (STR Enforcement Officer welcoming handout):** Mary Campbell has put together information on things for visitors to do in Casco. She has called local farmers and asked if they would be interested in being added to her "Casco Resources & Hidden Treasures." She is asking for the information she has compiled to be on the Casco website.

- c. **Annual meeting (April 6th) with Casco Board (Campbell):**

- i. **Takeaways – Survey/process:** Chairman Campbell said the most important thing he took away from the Joint Meeting about the Master Plan update discussion was starting with a survey. Campbell plans to discuss this with the Supervisor. On the last survey there were about 2000 people who answered it, which was a 38% response. Which is considered a good response rate. Campbell pulled an analysis of housing in Casco Twp. from 2017, which he will share at next meeting. There were 2,030 homes, split into categories of occupied and vacant housing. There is occupied not seasonal, vacant, full time residence, etc.

Discussion: Discussion ensued about what questions to ask and what the PC could learn from various questions. Some are people who occupy 20 times a year, some owner occupied, some legal residents, some part-time occupied, etc. If you get really complex in a survey, what are you going to learn? Registered voters vs non-registered, etc. What information does the PC hope to learn. Other questions to consider are if Casco should hire a survey to be done or come up with their own? The survey needs to be done before a lot of time is spent reviewing the Master Plan.

Knisley said another thing to consider is whether the township went the direction of the last Master Plan. What is the goal of the Master Plan?

Campbell said the township has reached a point where it is developing a significant strip of the township. People coming in have different expectations.

Knisley said in the top 5 things in the current MP was to be an AG community.

Campbell recalled a large Blueberry Farm was not happy with transients coming in with the Campground.

Knisley noted younger families are not getting into farming. Farming is becoming larger operations.

Fleming said land is not allowed to be divided and ends up in fewer and fewer people's hands. Regulations are having an affect on how it is going.

7. Township Report:

- a. **Report of Zoning Administrator (Smalley):** Not present
- b. **Report from Township Board representative (Graff):** Next week Monday is the next board meeting
- c. **Report from Water/Sewer representative (Adamson):** There has been a meeting. They handled an appeal. They gave an easement by the water tower to someone who needed a drive. They had a financial report. They talked about summer rentals and it was decided not to give renters a summer sewer credit for sprinkling because they are a business.
- d. **Report from ZBA representative (Hughes):** There was ZBA meeting on May 2nd. Michael Bannister, property owner in Glenn Shores, requested a variance for 2 side yards. The lot was oddly shaped, and he wanted to build a garage. Runoff was not going to affect neighbors. The ZBA approved the garage with two 5' side yard setbacks.

8. Adjourn: The meeting was adjourned at 8:50.

- Attachment #1: Agenda
- Attachment #2: Recreational Fire Permit Grand Rapids
- Attachment #3: Tickle list
- Attachment #4: Smalley's proposed lighting ordinance draft 5/15/19
- Attachment #5: Michigan State Licensing of Bed & Breakfast
- Attachment #6: Smalley's response to questions about wineries
- Attachment #7: Ganges Township Zoning on Winery
- Attachment #8: Smalley's April hours

Minutes prepared by Janet Chambers, Recording Secretary

REGULAR MEETING OF CASCO TOWNSHIP PLANNING COMMISSION
May 15, 2019
7 PM

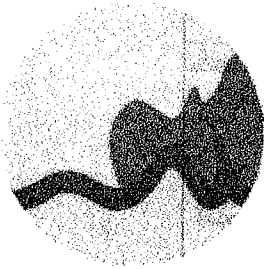
1. Call to order/Review-Approval of Agenda 5 min.
2. Interested Citizens in the audience will be heard on items **NOT** on the Agenda & Public Correspondence received (2 minutes each) 10 min.
3. Approval of minutes: 10 min.
 - a. 04/06/2019 Joint PC/Board Meeting
 - b. 04/17/2019 Special Meeting (Wood – Special Events Venue)
 - c. 04/17/2019 Regular Meeting
4. Calendar review (Campbell) 10 min
5. Old Business:
 - a. Public Comment on Old Business items (2 minutes each) 10 min.
 - b. PC minutes posted at Casco Website (Smalley) 5 min.
 - c. Municode update (Smalley) 5 min.
 - d. Exterior Lighting Ordinance Update (Smalley) 10 min.
 - i. Proposed draft discussion
 - e. Discussion of PC Priorities (Grant) 15 min.
 - i. Grant list from 4/17/2019 [e.g., water trespass, etc.]
 - ii. Additional items from Commission members
 - iii. Next steps
6. New Business:
 - a. Public Comment on New Business items (2 minutes each) 10 min.
 - b. Casco Short-term Rental (2019 kickoff) (Campbell) 15 min.
 - i. Possible legislative actions (HB 4554/HB 4555 thru HB 4564)
 - ii. Registration Process
 1. (Communication/Updating public)
 - iii. Enforcement (Casco Boots on the ground/Electronic enforcement)
 1. Casco enforcement officer
 2. Host Compliance
 - iv. Casco Resources & Hidden Treasures (STR Enforcement Officer welcoming handout)
 - c. Annual meeting (April 6th) with Casco Board (Campbell) 15 min.
 - i. Takeaways – Survey/process
 - ii. Discussion
7. Township Reports 20 min.
 - a. Report of Zoning Administrator (Smalley)
 - b. Report from Township Board representative (Graff)
 - c. Report from Water/Sewer representative (Adamson)
 - d. Report from ZBA representative (Hughes)
8. Adjourn

FY2020 Preliminary Fiscal Plan Released

Our preliminary budget offers a detailed breakdown of our proposed City financial plans for the upcoming fiscal year and the following four years. Fiscal year 2020 begins July 1, 2019.

[View the Plan](#)

<https://www.grandrapidsmi.gov/Government/Departments/Budget-Office/FY2020-Preliminary-Fiscal-Plan>



City of Grand Rapids



[Home \(https://www.grandrapidsmi.gov/Home\)](https://www.grandrapidsmi.gov/Home) / [Services \(https://www.grandrapidsmi.gov/Services\)](https://www.grandrapidsmi.gov/Services) / [Apply for a Recreational Fire Permit](#)

Apply for a Recreational Fire Permit

Do you want to have a recreational fire? You can apply for a Recreational Fire Permit if your property meets certain requirements. To balance the needs of our citizens, the City allows recreational fires by permit only. Before you apply, please review our [Recreational Fire Guide](#)

CONTACT US

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311 or 616-456-3000

Fax

616-456-4088

Email

devcenter@grcity.us

Casco Township Planning Commission
Future Text Amendment Tickle File

_____ **Drainage issue / storm water retention**

✓
_____ **Bed & Breakfast provisions**

_____ **Site Plan Review provisions / simplify**

_____ **17.03 C #1 clarify provision to be on site plan**

_____ **17.03 C #18 clarify easements**

_____ **add Winery provision for SLU**

_____ **add Telecommunication provisions for internet antenna**

_____ **revise exterior lighting text**

Section 1. Amendment of Section 2.31. Section 2.08 – Definitions – G is amended to add the following defined term to read as follows:

GLARE

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

GLARE, DISABLING

Glare that impairs visibility to the extent that it creates a potentially hazardous situation for either pedestrians or motorists.

GLARE, NUISANCE

Glare that creates an annoyance, aggravation, or discomfort but does not create a potentially hazardous situation.

SECTION 3.41 EXTERIOR LIGHTING

All outdoor lighting fixtures in the LDR, LR-A, LR-B, MDR Zoning Districts shall be designed and constructed in such a manner as to:

- A. Prevent direct light trespass across property lines and prevent light pollution that result in light glare, including nuisance glare or disabling glare.
- B. Lamps and luminaires shall be shielded, hooded and/or louvered to provide a glare free area beyond the property line and beyond any public right-of-way.
- C. No light fixture shall be mounted higher than 20 feet above the average grade.
- D. There shall be no lighting of a blinking, flashing, or fluttering nature, including changes in light intensity, brightness or color. Holiday lighting is exempt.
- E. Ensure that direct light is confined to the subject property per Figure 3-4.
- F. Lighting fixtures shall have 100% cut off above the horizontal plane at the lowest part of the light source per Figure 3-5.

Figure 3-4

Acceptable Unacceptable

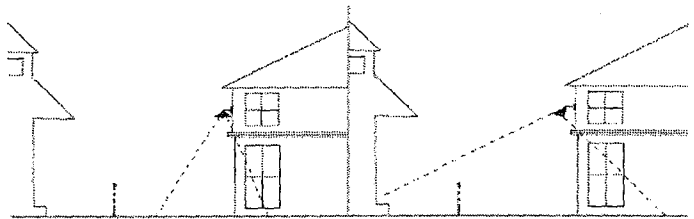
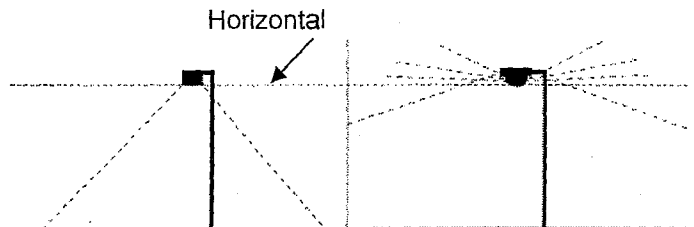


Figure 3-5

Acceptable Unacceptable





State License Search

STATE LICENSE SEARCH / ALPHABETICAL LISTING

Bed and Breakfast

Description Of Business:

A bed and breakfast is defined by law as a private residence that offers sleeping accommodations to lodgers in 14 or fewer rooms for rent in the innkeeper's residence in which the innkeeper resides while renting the rooms to lodgers, and serves breakfast at no extra cost to its lodgers.

Required State License(s):

No state license is required. Bed and Breakfast accommodations are governed/enforced by the local enforcing agency (i.e., county, city, village or township). Michigan Compiled Law (MCL) 125.1504b allows a Bed and Breakfast with not more than 10 sleeping rooms to be constructed as a single family dwelling. If there are more than 10 sleeping rooms is must be constructed as a hotel.

If the bed and breakfast has 8 or fewer rooms (including owner and family rooms), a full breakfast can be served without a food service license as long as it is a packaged deal.

A bed and breakfast that has 9 or more rooms should be licensed with the County health Department, when serving a full breakfast.

Use tax should be charged on room rentals.

To register for Michigan taxes, a Registration for Michigan Taxes Form 518 is required to be completed. You can register on-line @ Michigan Business One Stop with a Federal Employer Identification Number or by going to <http://www.michigan.gov>.

You may apply for an FEIN either by faxing your SS4 (Application for Federal Employer Identification Number) to 859-669-5760 or by calling 800-829-4933 for more information. You may also apply on-line. For more information, visit the IRS on-line at www.irs.gov

Further Information:

Good insurance is highly recommended.

Revised: 9/2013

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#5

STILLE-DEROSSETT-HALE SINGLE STATE CONSTRUCTION CODE ACT (EXCERPT)
Act 230 of 1972

125.1504b Bed and breakfast.

Sec. 4b. (1) A bed and breakfast is considered under the code to be a single family residential structure and shall not be treated as a hotel or other facility serving transient tenants. This section is effective throughout the state without local modification, notwithstanding the exemption provisions of section 8.

(2) This section does not affect local zoning, fire safety, or housing regulations.

(3) As used in this section, "bed and breakfast" means a single family residential structure that meets all of the following criteria:

(a) Has 10 or fewer sleeping rooms, including sleeping rooms occupied by the innkeeper, 1 or more of which are available for rent to transient tenants.

(b) Serves meals at no extra cost to its transient tenants.

(c) Has a smoke detector in proper working order in each sleeping room and a fire extinguisher in proper working order on each floor.

History: Add. 1987, Act 112, Imd. Eff. July 13, 1987; -- Am. 1996, Act 292, Imd. Eff. June 19, 1996.

Popular name: Act 230

Popular name: Uniform Construction Code

CASCO TOWNSHIP
PLANNING COMMISSION
AUGUST 5, 1998

PRESENT: Mac Donald, Brush, Winkel, Cousins, Hewitt, Barden
ABSENT: Fouts

Acting Chairman Brush called the meeting to order . Minutes of previous meeting July 8, 1998 were read and approved without amendments.

1. Request of McIntosh Apple Orchards, LLC for a site plan review of their request for a Hard Cider production facility and roadside stand to be located at their orchard consisting of 76 acres. The property upon which the plan review is requested is described as follows:

S ½ NE ¼ EX BEG SE Cor TH W 625.66 FT N 306.13' TH E 328.66 FT TH S 101.93 FT TH E 297 FT TH S 204.2 FT TO POB SEC L5 TLN RL6W 03- 02- 015- 002- 00. NORTH EAST CORNER OF 107TH AVE AND 64TH STREET.

Bruce McIntosh was present representing McIntosh Apple Orchards. Bruce gave a general overview of his business plan:

- Most likely would only be a seasonal operation.
- Products would only be made from apples grown on site.
- Season would run from end of June through December

APPROVED

One member of the audience seemed to object to making a cider mill on "prime farm land."

Motion to deny this request by Winkel. There was no second to this motion.

Motion to approve this request by MacDonald seconded by Barden with Health Department approval.

Motion carried 4-2.

2. Request of Samuel and Linda Craig, Charles Thompson, John and Sharon Stroud and Lynn Nichols to rezone property East of Powerline to 65th St. from 102nd to 103rd.

Properties are located as follows:

The Southwest quarter of Section #27 and include 03-02-014-00, 03-02-027-002-00 , 03-02-270-12-20, 03-02-013-00, 03-02-024-00 and 03-02-027-025-00.

Lynn Nichols was present and presented her case to have several properties that are currently zoned R-1 to be rezoned to Ag. So she can increase the number of horses.

(1) Foutz had to abstain to avoid "conflict of interest".

DENIED

Purpose would be to board a few horses with a total up to seven animals.

Motion made by Barden to keep as R-1 - Secinded by MacDonald - Motion carried 6-0

Workshop Continuation:

Chapter #16 16.02 © Need to consider the occupants of multi-family structures for the public hearing.

COPY



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DECISION OF THE TOWNSHIP ZONING BOARD OF APPEALS;
ZONING BOARD; OR PLANNING COMMISSION

IF YOU WISH TO APPEAL THIS DECISION AN APPEAL WILL HAVE TO BE FILED
WITH THE CIRCUIT COURT NO LATER THAN 21 DAYS FROM THE DATE SET
FORTH BELOW.

1. Date of decision: Aug. 5, 98
2. Request/application from: McIntosh Apple Orchards LLC.
(name and address)
- for Special use
(variance; special use; other - please designate)
3. Findings of Fact and Decision: A motion was made to
approve this request for a special use permit.
4. Reasons for decision: _____

John Bussell
M. Wilbur
Karl Skovth
Karl Barden
David Macdonald
 (Signatures of Board/Commission Members)

CERTIFICATE John Cousins

The undersigned as Secretary of the above named Board/Commission hereby certifies that this decision was made by a majority of a quorum of said Board/Commission on Aug. 5, 1998; was signed by the designated members; and that on Aug 5, 1998 said decision was delivered personally or by first class mail to the applicant and other interested parties requesting the same at or prior to the hearing.

John Bussell

#6

CASCO TOWNSHIP

Alfred J. Ellingsen

Building Inspector- Registration #003075

Zoning Administrator

7104 107th Avenue

(269)637-4441 / Fax (269) 639-1991

To: Casco Township Planning Commission

Re: Jack Murdoch- Cogdal Vineyard & Little Man Winery

1666 Pinta Dr., Holland, MI 49424

Part of Parcel# 0302-018-012-00 approximately 37 total acres

Property address: West of 7143 107th Avenue, South Haven, Michigan 49090

Agricultural Zone

This is a request for approval for the construction of a winery for the retail sale of wine, tours, and I assume, other ancillary products and uses associated with the operation of a winery. The use is allowed as a Special Land Use(SLU) in Section 1504P, Farm Markets, and the requirements for that section and the general standards for SLU in Chapter 15 as well as the applicable sections of Chapter 17, Site Plan Review need to be met through a Public Hearing with the Planning Commission.

The following documents were submitted for review:

- 1. Site plan – Midwest Civil Engineers – 4/16/13**
- 2. Building Elevations – Posthumus Architects – 4/17/13**
- 3. Building Floor Plan- Posthumus Architects – 4/16/13**
- 4. Narrative(Executive Summary)**
- 5. Special Use/Site Plan Review application- 2/20/13**
- 6. Survey – Midwest Civil Engineers – 1/8/12**
- 7. Notice of Public Hearing – Published on 3/31/13**

A formal land division has been done to separate the 37 acres proposed for the winery from the total parent parcel of 83 acres. The applicant would like to secure approval for both preliminary and final site plan review at the public hearing on 24 April 2013 if possible, since he anticipates a late May or early June start date for beginning construction.

The Commissioners would need to address the six General Standards found in Section 15.03 to determine if the use is compatible with the general area and the Master Plan. The specific provisions of Section 15.04P, Items 1 to 14, regarding "Farm Markets" have been met or do not necessarily apply at this time or for this project. The parcel is well over the 10 acres required and a single family residence is not planned at this time. Grape vines have already been planted on the parcel and will continue to be planted in the near future. The proposed building is 3360 sq. ft., but the sales and tasting area is only about 60% of the building area, well under the maximum floor area of 3000 sq. ft. required to be devoted to sales and display. Fourteen parking spaces are provided(2 barrier free) and the winery entrance is from 107th Avenue via a 2 lane driveway which provides access to the building 1700 feet from the public road. The rubbish container is placed in the rear of the building adjacent to the processing area. Signage and lighting will be compliant with the requirements of the zoning ordinance as stated on the site plan but all specific locations have not yet been determined. Shielded lighting is shown at the western corners of the parking area.

After review of the Special Land Use standards and the specific standards for "Farm Markets", the Commissioners should vote on the Special Land Use and add any mandated conditions, if any.

The narrative addresses the history and overall purpose of the development as well as the timeline for construction and completion of the project. After my review of the Site Plan, all of the Preliminary Site Plan(Items 1-20) and district requirements(Ag) are compliant with the Zoning Ordinance or are not applicable. The only item which needs to be addressed from the preliminary requirements are #10 regarding storm water controls. The topographical contours are shown at one foot intervals and the elevation ranges from 635 at the road to 652 at the building site and up to 663 at the back of the property where there is an existing pond. There also appears to be existing springs on the property that basically travel from west to east approximately 200 feet north of the proposed building. The plan shows water from the building and parking lot will be drained toward that area. It also appears that the drainage from the building moves toward 107th Avenue and some ponding occurs near the road. There needs to be an outlet away from the road. Items 18 and 20 may not be applicable since most of the property is to be used as a farming operation and will be covered with grape vines or the winery building. Minimal grading would be necessary except around the building.

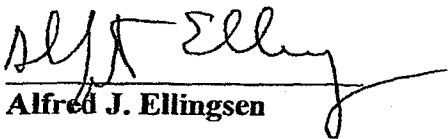
Most all of the Final Site Plan requirements are also provided except for some items that are not applicable(Items 1, 2, 9, 10, 11, 15, 17, 18, 19). Setbacks to the building are shown and details of the private driveway(approximately 18 feet wide) are not shown since it is not a private road. Landscaping is not shown adjacent to the road entrance and the building. Parking is more than sufficient for the allowed retail space and barrier free signage and sidewalks are shown.

I believe that the Commissioners should question the developer regarding the following items:

1. Discuss and determine if the plan needs to be submitted to the Drain Commissioner and/or applicants PE for review.
2. Determine if the Fire Safety Officer has been given a copy of the plan for any relevant input regarding the development of a fire fighting plan in case of fire or other emergency situation.
3. Determine actual hours of operation.
4. Discuss lighting issues for on site lighting on the building or the driveway entrance. If hours of operation are to be only during daylight hours, then only minimal lighting may be necessary for after hours employees or other work operations.
5. Discuss State of Michigan licensing requirements and procedures with the applicant.
6. Discuss applicants landscaping ideas if PC deems necessary.
7. Status of any Allegan County Health Department determinations regarding well and septic system
8. Discuss type of surface for driveway and parking area.

Of course, the Commissioners may also ask for any additional reasonable information or add conditional requirements that are deemed necessary to protect the health, safety, and welfare of the customers and employees in particular within the project and the Township citizenry in general.

The project appears to comply with the minimum requirements for Preliminary Site Plan approval and most items for Final Site Plan approval. I believe it is a viable project and could be approved with some moderate conditions, that is, letters from the Drain Commissioner, Fire Dept., Health Dept., Earth Change Permit if excavation is over 1 acre, and any other reasonable conditions requested by the Commissioners.


Alfred J. Ellingsen

expense of the property owner.

26. Applicant shall show proof of public liability insurance for the project.

FF. WINERY

1. **Minimal lot size for the facility shall be ten (10) acres if located in the Res/Ag or Ag Districts and two (2) acres if located in the Commercial District. Meaderies are only allowed in the Commercial District and require a minimal lot size of two (2) acres.**
2. **These facilities require a Special Land Use.**
3. **Facilities located in the Res/Ag or Ag Districts must be located on the farm from which the fruit is grown for wine production. This is not required of facilities located in the Commercial Districts.**
4. **In the Res/Ag and Ag Districts the facility shall be located no closer than two Hundred (200) feet from any lot line that abuts a residential district or use. In the Commercial District the side and front yard setbacks shall be fifty (50) feet and the rear yard setback shall be thirty (30) feet.**
5. **Activities may include entertainment functions associated with the winery or meadery including but not necessarily limited to tours and a retail area for products not made at the winery or meadery.**
6. **No activity or structure shall be located within fifty (50) feet of the public street right-of-way.**
7. **One parking space shall be provided for each three (3) persons permitted under the maximum building occupancy code.**
8. **The access drive shall be wide enough to accommodate two (2) vehicles side-by-side. Two (2) access drives may be required by the Township where a facility is large enough to need additional access points.**
9. **Access to the lot shall be located according to County or State road requirements as applicable.**
10. **No more than five thousand (5,000) square feet shall be devoted to retail sales or ancillary uses such as meeting rooms.**
11. **Hours of operation shall be limited to between the hours of 7:00 a.m. and 9:00 p.m.**

GG. Wireless communication towers over 75 feet

1. The applicant shall provide evidence that there is no reasonable or suitable alternative for collocation of antennas on an existing communication tower or building within the service area of the proposed tower.

Michigan Township Services Allegan

111 Grand
Allegan, MI 49010

Date	Invoice #
6/10/2019	3399

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

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
0.5	Zoning May 2019 5/2 ZBA meeting	48.00	24.00
0.25	5/6 Laura Durham, min lot size Miami Park	48.00	12.00
2	5/7 office hours	48.00	96.00
0.25	5/7 Shanna, Remax, BLA quest 02-790-146/145/144-00	48.00	12.00
0.25	5/8 Matthew, architect, setbacks, lot coverage, new res MiamiPark	48.00	12.00
2	5/14 office hours	48.00	96.00
0.25	5/15 Nick, realtor, email variance information	48.00	12.00
0.5	5/15 Mr. Whiteford, ordinance regulation to not allow a pole barn on property without a dwelling	48.00	24.00
0.25	5/17 muniode update	48.00	12.00
0.25	5/20 Jeff, Jaqua Realtor, lot size regs AG district	48.00	12.00
2	5/21 office hours	48.00	96.00
0.25	5/21 Bridgette, 7421 Washington, 2 existinng cottages, remodel questions	48.00	12.00
2	5/28 office hours	48.00	96.00
0.25	5/29 Steve Earis, golf course for sale, available splits	48.00	12.00
0.25	5/31 Harriet Adelstein, separate lots, Mt Pleasant. 8 lots, separate 3	48.00	12.00

Total	\$540.00
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