

GAINES CHARTER TOWNSHIP
PLANNING COMMISSION – REGULAR MEETING
Township Board Room - 8555 Kalamazoo Ave. S.E. Caledonia, MI 49316

Tentative Agenda

7:00 p.m. – Thursday, November 16th, 2023

I. Call to Order and Roll Call

II. Consideration of Agenda

III. Consideration of Meeting Minutes

a. Consideration of the October 26th, 2023, Planning Commission Regular Meeting Minutes

IV. Inquiry of Conflict of Interest

V. Public Comment

VI. New Business

1. Public Hearings

a. 7979 Kalamazoo Ave. SE– Special Use Permit

Special Land Use permit and site plan amendment for two building additions at South Christian High School; a 22,000 square foot education wing and 1,800 square foot building expansion for storage.

b. Hoffman Meadows Phase II– Tentative Preliminary Plat

Fifty-five single family detached home lots on 46.58 acres

2. Items not requiring a Public Hearing

a. 4645 100th Street - Special Use Permit for Home Occupation

Special Land Use request to allow for a home occupation in a residential accessory building in the Agricultural/Agri-Business (A-B) zoning district.

3. Site Plan Review

None

VII. General Discussion

VIII. Adjournment

Persons with disabilities needing special accommodations should contact Kim Triplett at (616) 698-6640 one week prior to the meeting to request mobility, visual or any other assistance.

**DRAFT Minutes of the Gaines Charter Township Planning Commission
Regular Meeting Held October 26, 2023, at 7pm
8555 Kalamazoo Ave., SE, Caledonia, MI 49316**

MEMBERS PRESENT: Thomas, Billips, Waayenberg, Rober, Haagsma, Wiersema

MEMBERS ABSENT: Giarmo (with notice)

STAFF PRESENT: Dan Wells, Community Development Director

I. CALL TO ORDER AND ROLL CALL

7:02PM

II. CONSIDERATION OF MEETING MINUTES

Page 7 – Member Wiersma regarding multifamily buildings must have a larger setback when adjacent to a park or open space.

MOTION: Motion by [REDACTED] support by Thomas to approve the September 28, 2023, regular Planning Commission minutes including Member Wiersma’s comment regarding set back.

DISCUSSION: NONE

AYES: All

NAYS: NONE

ABSTAIN: NONE

DECISION: MOTION CARRIED

III. INQUIRY OF CONFLICT OF INTEREST - NONE

PUBLIC COMMENT:

Ryan Mosely – 451-453 72nd Street

Concerns regarding project being across from his duplex unit. Residential driveway across from the new road and unit which will be running 24/7. Spoke with project engineer, Pine Rest representative, the planner, and the road commission. He wants an alternative “Y” alignment available at 72nd and Madison, which isn’t being considered. The proposed drive will be directly across from a residential driveway, beginning with the construction of the project, which is expected to be a two-year project.

It is his understanding this alternative is not being considered, and we need to protect residents from the traffic (cars backing out onto road) and headlights, natural bend at 72nd and Madison is a much better placement for the road and would like it to be considered.

Jim & Phyllis Klugiewicz - 7215 Sundale

Neighbors have trimmed grass and done the weed whacking at this area along 72nd, several times a year (create a clear view to fire hydrant), and would like to see Pine Rest do it, and would like to know how tall the fence will be.

Tim Olexa - 7243 Sundale

Pine Rest has been there a long time, and the relationship has been good. Mental health is a hot button topic now. Why should we hide the facility is the question, he doesn't feel it needs to be hidden, should place entrance at 76th street so it is not hidden.

Alicia Johnson - 7251 Sundale

Wants to know how far they are building into the woods, wondering about the lights and traffic. Should they build a hospital in a residential neighborhood, and driveway location doesn't make sense. Need to have an area to enter/exit via area where traffic can flow in and out off of 76th Street, and not disturb residential area.

Jeff Bergeron - 547 72nd Street

Concern is the location of the proposed road. Pine Rest states it is for caring and compassion, but it goes beyond the people in the building, it carries over to the people in the community. Need to find common ground to benefit everyone. Please consider relocation of road (entrance/exit). Need to find common ground.

IV. New Business

1. Public Hearings

a. 6646 Paris Ave SE – Special Use Permit

Special Land Use request to allow for a 240 square-foot addition to an existing accessory building, for a total of 880 square feet of residential accessory buildings on the property, located in the Residential (RL-10) zoning district.

Mrs.(Sandra) Lewis – Needs to replace a lean-to which is deteriorating. She was told they need a special use permit; this is not a pole barn it is a shed, doesn't understand what the problem is.

Planner Wells stated exact measurements and they are only allowed so many square feet on their size lot. Special use is for additional square footage. Originally was going to add onto north wall and it would violate the setback, planner figured out how to add to the south side which will keep it out of the setback. Staff reviewed and found it meets all standards.

It is being built for extra storage. Meets all codes (setbacks, etc.), no adverse impacts.

Staff recommending approval with height and architectural character requirements.

Member Waayenberg says it looks like the building is on the north side, it's confusing. Wells stated it is being lined up with roof line so it will be on the south side, diagram is not clear.

MOTION: Motion by Waayenberg support by Thomas to approve the special use permit with the condition of height restriction (16ft.) and architectural character requirements being met.

DISCUSSION: NONE

AYES: All

NAYS: NONE

ABSTAIN: NONE

DECISION: MOTION CARRIED

2. Items not requiring a Public Hearing

a. Zoning Ordinance Text Amendment – R-3 / R-4 Zoning Districts

Zoning text amendment proposal to repeal Chapter 7 of the Gaines Charter Township Zoning Ordinance and replace it with a new Chapter 7,

Summary of Changes:

Made a few changes, which are in the bullet list in packet.

Added language to description and purpose, giving a better idea of what the intent of the language is.

The porch depth has been changed to a minimum depth of 5 feet (was 6 ft.).

Transparency requirement was at 15 %, 15% is hard to meet, it has been changed to

10%, will apply to all facades. Vinyl siding on all facades must be medium grade.

Minimum single-family detached house lot size to 6,500 feet, lot width of 50 ft. Terrace homes would require a PUD. Trying to get a mix of housing.

Apartment setbacks should be greater for 3 stories than 2 story has been the conversation, subcommittee landed on 150 feet (3 stories tall).

We currently have a 50 ft setback in certain circumstances. Do we want the two setbacks, or 150 ft across the board?

Same requirements for transparency(10%) and siding requirements as listed above.

Green area requirements are high, lower to .01 acre per unit and cap at 1.5 acres. Suggested amenities – table in packet, 1.5 acres maximum requirement. Does it include undeveloped land – no, not at this time. Developers want it to include undeveloped land – Planner does not agree.

MOTION: Motion by [REDACTED] support by [REDACTED] motion to move this off the table for further discussion.

DISCUSSION: NONE
AYES: All
NAYS: NONE
ABSTAIN: NONE
DECISION: MOTION CARRIED

Bullet list:

Description – nothing to discuss

Porch – reduction to 5 ft from 6ft - good

Transparency – 10% is typical (per façade – including apartments)

Setback – 150 feet is good for 3 story units - makes the building not as intrusive

Open Space – does it mean “park”, need to define so no confusion. Will be defined in the ordinance.

Open space – calculation (.01) seems to be ok. Do we need a minimum? But calculation with cap is a good way to go. Comparable to Cooks Crossing-smaller than what this will be. Alexander Trails had plenty of built in open area. OK that undevelopable land does not count toward calculation.

Setbacks: Apartment building that backs up to office/service/commercial business – should the 150 ft setback apply? Can include/disinclude certain situations, can be crafted to meet whatever they think. Any change they will need a PUD. Will be 150 ft. for three stories. Discussed various areas where three story apartments exist.

MOTION: Motion by Haagsma support by [REDACTED] motion to recommend approval to Township Board with the changes (setbacks, 10% transparency, 150 ft. for three story buildings, open space requirements, minimum size of single-family home).

DISCUSSION: NONE

AYES: All

NAYS: NONE

DECISION: MOTION CARRIED

3. Site Plan Review

a. 377 76th Street SE & 410 72nd Street SE – Pine Rest Pediatric Center for Behavioral Health

Consideration of a site plan to allow for the construction of a 135,000-square-foot pediatric center with 66 beds, parking lot installation, lighting, and landscaping.

Mr. Mosely's letter was delivered to the Planning Commission.

New Version of site plan – eliminated 20 parking spaces, added landscaping to add more privacy, increased trees, and plantings, added sidewalk (72nd street right of way), lighting – reduced 4K to 3500K lighting, would like to keep it at 4K lighting, remove existing fence and install new chain link fencing, new building renderings show visual impact from the street.

Two stories on east side, one story on west side, sort of a step design.

Reviewed lighting/fencing/etc. via drawings supplied. (Make sure lights point down – not across the property).

Jack Barr - Representative from Nederveld discussed the changes Planner already recapped. Outside activities area was also changed. Truck bay- is a good location to turn around and serve emergency vehicles. Will also be used for trash compactor(s).

Tree line along east property line is staying and being added to, this will help. Fence will be 4 foot chain link. Will be open link (no slats).

Planner asks- Does the Planning Commission feel chain link is a good idea for this area. Would solid fence add privacy? There will be 120 feet from the project to the back side of the homes. Screening will help. Vinyl fence would be good for truck bay area, it can be noisy. That area is only concern, rest is good with buffers and elimination of parking spots. Representative

Planning Commission meeting Minutes – October 26, 2023
from Pine Rest was asked about a solid fence for visual and sound for the truck bay/trash compactor area. This would work, would eliminate some of the lights coming from that area, and sound.

SE parking lot – planting is good idea but feels that area is too close to residential area, would like to see that area moved.

When the expansion is started, the entrance will be off 76th Street.

Road Commission reviewed the area, there were two options. Currently requested and one at the curve. The curve location would cause traffic issues due to it being unclear who has right-of-way during entry and exits, that is why it was placed where it was.

MOTION: Motion by Haagsma support by [REDACTED] to approve the site plan under the conditions they have received outside agencies approvals, and they comply with fencing by the truck bay area.

DISCUSSION: NONE
AYES: All
NAYS: NONE
ABSTAIN: NONE
DECISION: MOTION CARRIED

b. 4490 60th Street SE – Alliance Beverage

The applicant requests site plan approval for a 100,250-square-foot (S.F.) warehouse in addition to the existing 270,000 S.F. building.

Representative for Alliance Beverage – Megan Connelly – existing 270,000 sq ft bldg. with parking (2014) has public utilities. Described new warehouse, truck parking, and landscaping (existing gives good screening at front).

These plans don't show one additional bay for a truck, which was shown to the Commission on drawings. Grading will be improved.

Signage? Will be just like existing signage.

Landscaping – curious about black walnuts. This would be a good choice for this area.

Planner recapped – this was part of the original plan, right now they have 5K lights planned, would they be willing to go down to 4K? - YES

They meet all the standards, fire inspections, etc. Staff recommends

approval.

MOTION: Motion by [REDACTED] support by [REDACTED] positive approval of site plan review of the expansion of 4490 60th Street SE with compliance to all existing conditions and they consider lowering the lighting.

DISCUSSION: NONE
AYES: All
NAYS: NONE
ABSTAIN: NONE
DECISION: MOTION CARRIED

V. General Discussion

Planner reviewed what is on next month's agenda:

Hoffman Meadows – preliminary plat for 2nd phase. Planner thinks they need to get tentative preliminary first, he will review.

Expansion at South at Christian High School

Home occupation detailing business – received another letter, but no engineering plans, no drain so would have to be non-washing plans.

VI. Adjournment

8:35 PM

Persons with disabilities needing special accommodations should contact Kim Triplett at (616) 698-6640 one week prior to the meeting to request mobility, visual or any other assistance.

Gaines Charter Township

Planning Commission Memo

Meeting Date: November 16th, 2023

AGENDA ITEM: VI.1.a

FILE NUMBER: 231042JA

PROPOSED REQUEST: Special Use Permit and
Site Plan Review

PROPERTY ZONING DISTRICT: Agricultural-
Rural Residential

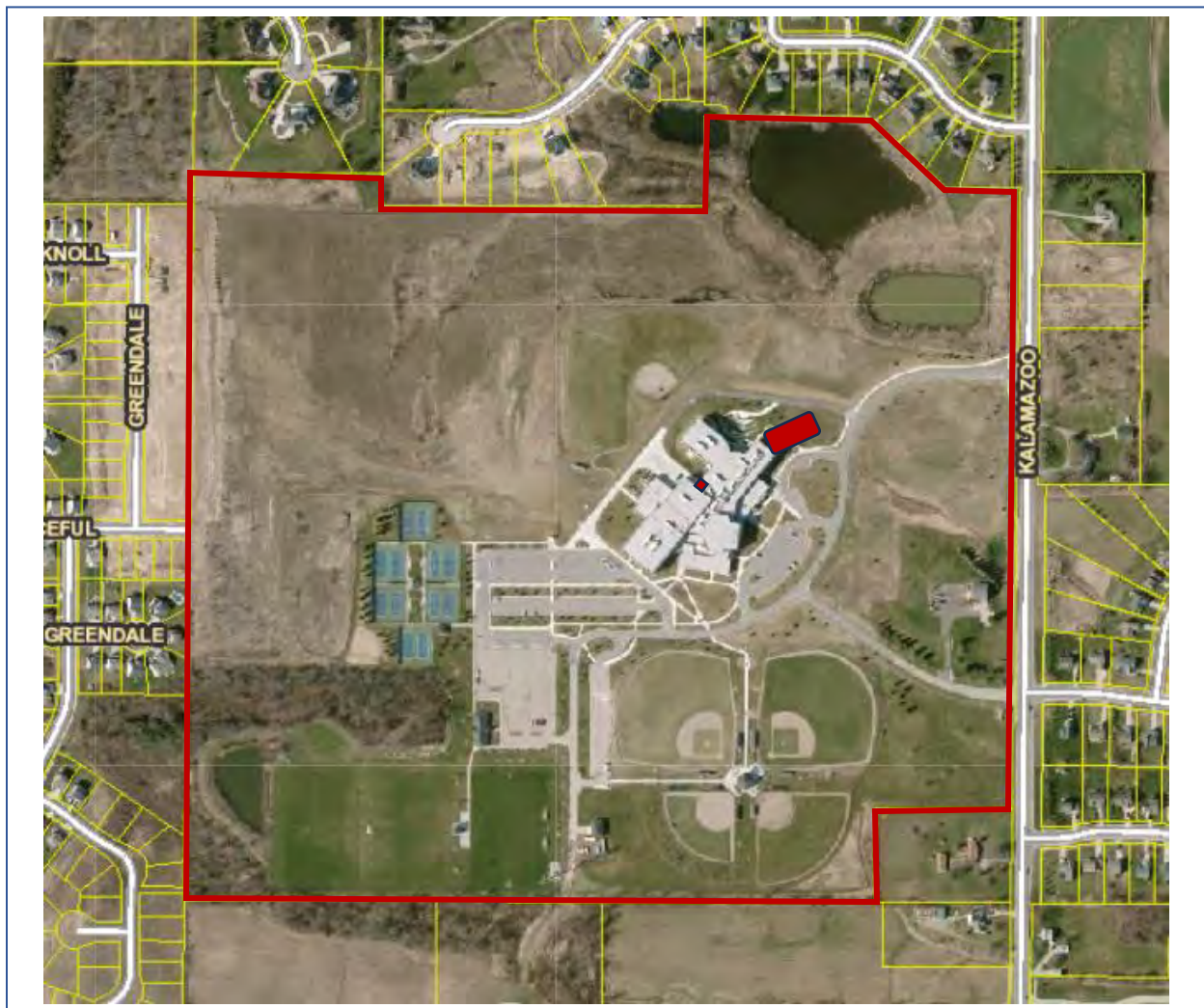
ADDRESS: 7979 Kalamazoo Ave. SE

PROPERTY SIZE: 135.49 acres

PARCEL NUMBER: 41-22-17-400-036

REPORT BY: Dan Wells, Community
Development Director

APPLICANT: South Christian High School- Jim
Peterson



OVERVIEW

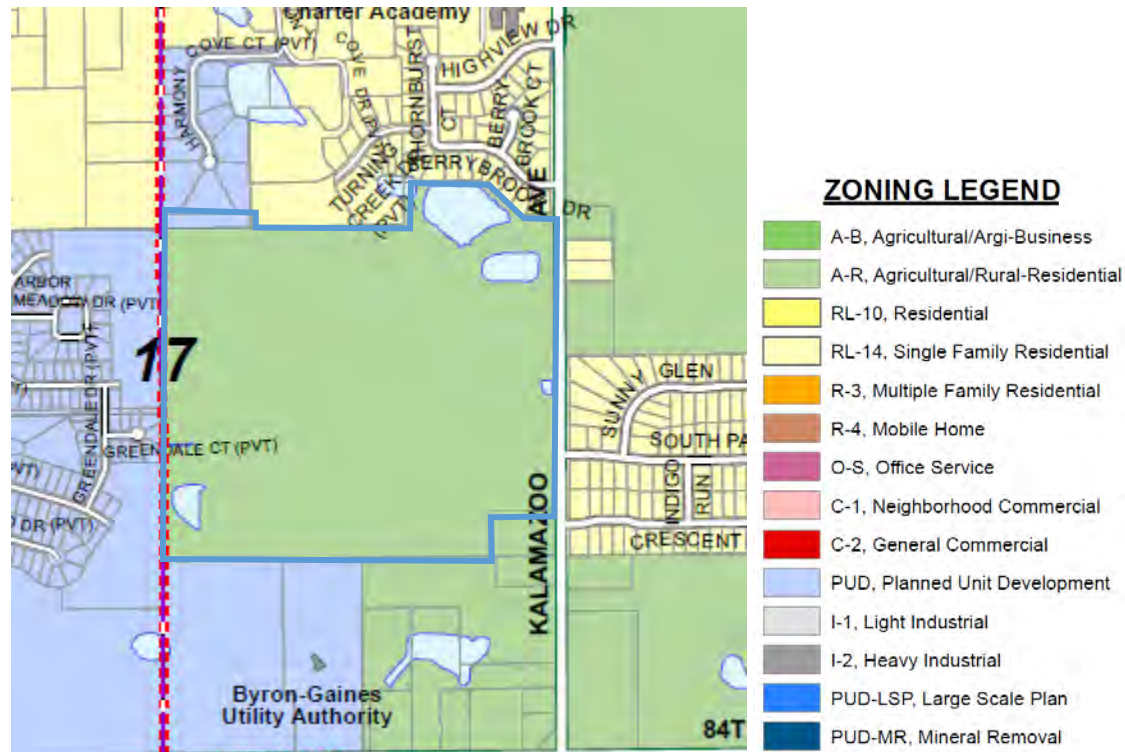
The applicant requests approval of a Special Land Use permit and site plan amendment for two building additions at South Christian High School. A public hearing is required before action can be taken on the request, and approval of the request would authorize the following:

- 22,000 square foot education wing
- 1,800 square foot building expansion for storage
- Minor sidewalk and drainage improvements

It should be noted that the materials submitted by South Christian High School also include the long-term master plan for the entire site, but final details are not provided. The master plan shows conceptual designs for a track, stadium, outdoor learning centers, and additional parking. Once details are provided, the special land use permit and site plan for the entire facility must be amended to authorize construction through the same process as the current building addition.

Surrounding zoning:

	NORTH: Residential PUD and RL-14	
WEST: Residential PUD	SUBJECT PARCEL	EAST: A-R and RL-14
	SOUTH: PUD and A-R	



STANDARDS OF REVIEW

The request has been reviewed using the applicable review standards of “Section 19.8 General Standards for All Special Land Uses” and “Section 25.6 Site Plan Standards of Review”.

SECTION 19.8 GENERAL STANDARDS FOR ALL SPECIAL LAND USES

The Planning Commission shall review the particular circumstances and facts of each proposed special use and in addition to the specific standards of consideration stated for each special use type within the Zoning Ordinance and shall be guided in rendering a decision by the following general standards:

- A. *The proposed special use shall be sufficiently designed to maintain adequate provision for the protection of the health, safety, conveniences, and social and economic welfare of those who will use the special use, residents and landowners adjacent to the special use, and the community as a whole.*

Meets standard. The building additions are not anticipated to negatively impact any aspect of health, safety, conveniences, and social and economic welfare. The additions are proposed internal to the site as part of the main building and will be well within required setbacks.

- B. *The proposed special use shall be consistent with the intent of this Ordinance and the intent of the Master Plan.*

Meets standard. Community schools are allowed uses in the Agricultural-Residential zoning district and are consistent with the spirit and intent of the Master Plan to be in residential areas.

- C. *The special use shall not create or substantially add to traffic hazards in the area.*

Meets standard. Traffic generation will increase as more students will be able to attend the school, but this stretch of Kalamazoo Avenue has adequate sight lines and approach lanes to handle the traffic during start and end of the school day safely. The storage area addition will have a negligible impact on the overall operation of the school.

- D. *Public services and facilities such as roads, police and fire protection, drainage structures, water and sewage facilities or schools, shall be sufficiently extended to the proposed special use such that load capacities are not exceeded.*

Meet standard, condition recommended. The proposed building additions and site improvements will have no impact on public facilities. Stormwater and utility plans are subject to review and approval by the Township Engineer. All site plans and measures for fire protection are subject to review and approval by the Fire Inspector.

- E. *The proposed special use shall not set precedents for development which could adversely affect the long-term plans or policies of the Township.*

Meets standard. Private schools are special land uses within the A-R zoning district, and this school has been in existence for many years. Authorizing building additions will not set negative precedence in any manner.

- F. *The proposed special use shall not have significant adverse environmental, ecological or natural resource impacts.*

Meets standard. The site is already developed, and the building additions are proposed for lawn and paved areas immediately adjacent to the principal building and internal to the site. The school site still includes a significant amount of open space, which preserves the park like character of the area.

- G. *The proposed special use shall not have significant adverse impacts upon adjoining properties or uses.*

Meets standard. For this phase of the project, the additions are proposed internal to the site as part of the main building. The improvements will be no more noticeable from adjacent properties than the existing buildings, and the education wing and storage area additions will have a negligible impact on the overall operation of the school.

SECTION 25.6 SITE PLAN STANDARDS OF REVIEW

The request has been reviewed using the applicable review standards of Section 25.6 Site Plan Review Standards. Additional information is included over the following pages concerning site plan review considerations and standards.

- A. *Adequacy of Information: Whether the required information has been furnished in sufficiently complete and understandable form so as to allow an accurate description of the proposed use(s) and structure(s) in terms of density, location, area, height, bulk, placement, setbacks, performance characteristics, parking, and traffic circulation.*

Meets standard, with consideration of the total number of parking spaces required, and conditions recommended.

Section 5.4 Dimensional Standards. All setbacks and dimensional standards are met. The education addition will be the same height as the existing school.

Chapter 15 Parking and Loading Regulations. Based on calculations provided on the C1.1 site plan sheet, existing parking will accommodate the demand as new students and faculty are added when the addition is completed.

The site plan indicates there are currently 610 parking spaces provided at the school. The proposed addition will bring the number of faculty up to 70 (requires 2 spaces for each 3 employees for 47 spaces), with an anticipated student body of 1,000 (requires 1 space for each 4 students for 250 spaces). Daytime use requires 297 spaces for students and faculty.

The school also contains an auditorium/worship space with 750 seats (1 space for every 4 seats for 188 spaces), and two gymnasiums (1,800 and 300 seats respectively, require 1 space for every 4 seats for 525 spaces required). This totals a required 713 spaces, a shortage of 103 spaces, if concurrent events were held in the evening that were full to the maximum.

The applicant would like to point out that regular school day parking and auditorium/after school event parking needs are not concurrent and might be considered shared parking. It is unlikely that events will be scheduled that would fill both the two gymnasiums and auditorium to full capacity on the same night.

The Planning Commission has the ability to waive the maximum number of parking spaces required and the current 610 spaces are requested to serve the new addition as well as evening events. Future improvements may require parking lot expansions in accordance with the Zoning Ordinance.

Chapter 16 Landscaping Regulations. The site improvements do not trigger landscaping requirements. From the plans submitted, the existing trees planted in the area will not be removed. If during the construction trees need to be removed, they should be either moved and replanted, or new trees planted to replace them.

Chapter 17 Signage Regulations. The applicant is considering a school logo for the northeast facing wall of the addition but is waiting to see if future signage regulations allow larger signs than the current 32 square feet. Any new wall signage will be reviewed by staff and an appropriate approval process determined at the time a sign permit is submitted.

Chapter 18 Lighting Regulations. The applicant will need to install wall pack lighting above egress doors per code. There is also some desire for modest uplighting at the end of the building, but lighting plans have not been fully developed. Staff recommends a condition that a lighting plan be submitted to be reviewed by staff prior to building permits being issued.

Section 19.9 G Churches and Schools. The plan complies with all specific use requirements of Section 19.9 G.

- B. Compliance with Township Master Plan: The site plan must comply with the Township Master Plan and its goals and objectives and any secondary plans that may have been adopted by the Township for the area containing the site.*

Meets standard. As stated in special land use standard B, Community schools within residential areas are consistent with the spirit and intent of the Master Plan. Additionally, the school site includes a significant amount of open space, which preserves the intended rural character of the area.

- C. Compliance with all Township Ordinances and Other Laws: The site plan must comply with the standards of this Ordinance and all other applicable Township ordinances, as well as all county, state, and federal regulations and laws.*

Condition recommended. The applicant is required to secure all applicable Township and outside agency approvals prior to site development.

- D. Configuration of Uses: Whether there are ways in which the configuration of uses and structures could be changed that would improve the effect of the development on adjoining and nearby properties, persons, activities, and on the community, while allowing reasonable use of the property*

within the scope of district regulations and other regulations of this Ordinance that are applicable to the property and the proposed use and structures.

Meets standard. The proposed site development plan will be consistent with the character of the area. The additions are internal to the site and extend from the principal building. The additions will have no impact on internal site circulation or adjacent properties.

- E. Preservation of Natural Features: The landscape, natural features, and topography shall be preserved in its natural state, insofar as practical, by minimizing tree and soil removal and alteration of natural features, and any grade changes shall be in keeping with the general appearance of neighboring developed areas.*

Meets standard. As stated in Special Land Use Standard F, the site is already developed, and the use is currently in existence. The building additions are proposed for lawn areas and paved areas immediately adjacent to the principal building and internal to the site. As mentioned earlier, the school site includes a significant amount of open space, which preserves the intended rural character of the area.

- F. Privacy: The site design must provide reasonable visual and sound screening and privacy for dwelling units on the site and on adjacent properties using fences, buffers, berms, and other measures, as appropriate.*

Meets standard. The proposed additions are internal to the site as part of the main building and will be no closer to the property lines than other existing structures or existing portions of the principal building. The building expansions are internal to the site, and not so close to the property boundary as to be obtrusive to nearby properties. As such, no screening or buffering is recommended or required.

- G. Safety: Buildings and uses shall be arranged and designed to provide emergency vehicle access. Site plans shall conform to all applicable fire codes.*

Condition recommended. All site plans, along with measures for fire protection, are subject to review and approval by the Fire Inspector.

- H. Vehicular Circulation: The site design shall provide safe, convenient, and well defined vehicular and pedestrian circulation within and to/from the site. Access to/from the site shall be designed to minimize conflicts with traffic on adjacent streets. Shared curb cuts and service drives shall be utilized as necessary to reduce traffic conflicts and improve the functionality of the site.*

Meets standard. No additional driveways are requested.

- I. Pedestrian Circulation: The site plan shall provide a pedestrian circulation system that is insulated as completely as is reasonably possible from the vehicular circulation system for safety and convenience.*

Meets standard. The addition will be served by existing and improved internal sidewalk connections. Additional 5' wide sidewalks will be installed along the driveway on the north side of the building where there are none currently so that people can walk around the building safely.

- J. *Drainage: Site plans shall conform with the Kent County Drain Commission’s surface water drainage standards and to the Township Stormwater Ordinance (and other applicable Township ordinances) with special attention given to proper site drainage so that removal of storm water will not adversely affect neighboring property owners. Stormwater management system and facilities shall preserve the natural drainage characteristics and enhance the aesthetics of the site to the maximum extent possible.*

Condition recommended. Stormwater plans are subject to review and approval by the Township Engineer.

- K. *Traffic Impact: Measures must be taken to reduce any adverse effects on existing roads, circulation patterns on the roads, or access to the site from the expected volume of traffic to be generated by the proposed use.*

Meets standard. Traffic generation will increase with additional students that will be served by the addition, but it isn’t anticipated that those numbers will cause substantially worse traffic conditions along Kalamazoo Avenue or to internal site circulation. No changes to site access are planned.

- L. *Hazardous Materials: Sites which include storage of hazardous materials or waste, fuels, salt, or chemicals shall be designed to prevent spills and discharges of polluting materials to the surface of the ground, groundwater or nearby surface water bodies. Each site shall be designed to meet all applicable state and federal regulations.*

Condition recommended. All site plans, along with measures for fire protection, are subject to review and approval by the Fire Inspector.

- M. *Public Health, Safety, or Welfare: The site plan must be adequate to provide for the health, safety, and general welfare of the persons and property on this site and in the neighboring community. The site plan and proposed buildings and uses must be reasonable and promote the goals and intent of this Ordinance. All elements of the site plan shall be designed to take into account the site’s topography, the size and type of lot involved, the character of the adjoining properties, and the type and size of buildings. The site shall be developed so as not to impede the normal and orderly development or improvement of surrounding properties for uses permitted in this Ordinance. The site plan must be harmonious with and not injurious to existing and projected uses in the immediate area.*

Meets standard. The private school expansion plan as part of the current phase is not anticipated to have any impact on neighboring property, the environment, traffic conditions, or the community as a whole.

STAFF RECOMMENDATION

Staff recommends conditional approval of the special land use permit and site plan for the South Christian High School expansion.

The following conditions are recommended:

1. Waive excess parking requirements and permit the additions with the current 610 parking spaces.
2. Any trees or shrubs removed due to construction activities shall be moved and replanted or replaced with other trees or shrubs in proximity to the removal.
3. The applicant shall submit a lighting plan for the addition that complies with lighting regulations under the zoning ordinance prior to applying for building permits. Staff shall review the lighting for zoning compliance.
4. Secure all Township department and outside agency approvals:
 - a. Township Engineer/BGUA.
 - b. Fire Department.
 - c. Kent County Road Commission (SESC), if applicable.
 - d. Kent County Drain Commission, if applicable.



FILE NO.

231024AM

8555 Kalamazoo Avenue SE • Caledonia MI 49316
 Ph: 616 698-6640 • Fax: 616 698-2490
 www.gainestownship.org

Special Use Permit

Project Address	7979 Kalamazoo Ave.	
Owner Name	South Christian High School	
Owner Address	Street Address 7979 Kalamazoo Ave. SE	City, State, Zip Byron Center, MI 49315
Parcel Number(s):	41-22- 17-400-036	41-22-
Description of Proposed Project/Use	Amend Special Land Use (SLU) and seek site plan approval to incorporate proposed education wing and storage room additions (24000 sq. ft. total) onto existing school and add a wall-mounted sign (school logo) to the north wall of the proposed education wing.	

Applicant/Contact	South Christian High School Attn: Aaron Meckes	
Applicant/Contact Address	Street Address 7979 Kalamazoo Ave. SE	City, State, Zip Byron Center, MI 49315
Contact Info	Home / Office / Cell (616) 455-3210	E-Mail ameckes@schs.org

"I" hereby certify to the correctness and knowledge of the information submitted and hereby agree to comply with the terms and requirements of all applicable Township ordinances. I also grant Township staff permission to enter onto the subject property in review of this application.

Signature	
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Please complete the appropriate Worksheet as part of your application packet (see Staff for more information) for: Planning Commission, Zoning Board of Appeals requests, Land Divisions, Combinations or Lot Line Adjustments.

Township Use Only

Current Zoning District:	RL-14	RL-10	R-3	R-4	C-1	C-2	O-S	I-1	I-2	PUD	A-R	A-B
One / Two Family Construction	<input type="checkbox"/>	Zoning Board of Appeals	<input type="checkbox"/>	Planning Commission	<input type="checkbox"/>	Land Combination	<input type="checkbox"/>					
Site Plan Review	<input type="checkbox"/>	Rezoning / PUD Rezoning	<input type="checkbox"/>	PUD Amendment	<input type="checkbox"/>	Land Division	<input type="checkbox"/>					
Subdivision / Site Condo Review	<input type="checkbox"/>			Special Use Permit	<input type="checkbox"/>	Lot Line Adjustment	<input type="checkbox"/>					
Other:												
Approved	<input type="checkbox"/>	Approved with Conditions	<input type="checkbox"/>	Denied	<input type="checkbox"/>	Withdrawn	<input type="checkbox"/>					
Zoning Administrator:											Date:	

Special Use Permit Applicant Worksheet

File No. _____

Special Land Use review and approval is required for certain uses of land that have increased potential to impact adjacent properties and the neighborhood. The Special Land Use application and review procedure is therefore intended to ensure that the proposed use will be designed, operated, maintained and managed in a way that will be compatible with neighboring properties and will not be detrimental to the Township or its surroundings. The application process includes public notice of the proposed use and a public hearing before the Planning Commission. Conditions of approval may be required by the Planning Commission to less on or mitigate potentially adverse effects of the use.

Please indicate request type and the applicable Section(s) of the zoning ordinance.
Leave blank if uncertain.

<input checked="" type="checkbox"/>	Residential Special Use	Section(s)	_____
	- ___ Accessory Building	Section(s)	_____
	- <input checked="" type="checkbox"/> Other	Section(s)	5.2 - Schools / Chapter 19 and 19.9.G
<input type="checkbox"/>	Commercial / Industrial Special Use *	Section(s)	_____
<input type="checkbox"/>	Wireless Communication Facility *	Section(s)	_____
<input type="checkbox"/>	Signs/Billboard	Section(s)	_____

* Please check with the Planning and Zoning Department staff to determine additional applicable Site Plan Approval requirements.

File No. _____

General Standards for All Special Land Uses (Section 19.8)

In addition to utilizing the Zoning District standards and the site plan review standards of Section 25.6, "The Planning Commission shall review the particular circumstances and facts of each proposed special use and in addition to the specific standards of consideration stated for each special use type within this Ordinance, shall be guided in rendering a decision by the following general standards:

- a. The proposed special use shall be sufficiently designed to maintain adequate provision for the protection of the health, safety, conveniences, and social and economic welfare of those who will use the special use, residents and landowners adjacent to the special use, and the community as a whole.
- b. The proposed special use shall be consistent with the intent of this Ordinance and the intent of the Master Plan.
- c. The special use shall not create or substantially add to traffic hazards in the area.
- d. Public services and facilities such as roads, police and fire protection, drainage structures, water and sewage facilities or schools, shall be sufficiently extended to the proposed special use such that load capacities are not exceeded.
- e. The proposed special use shall not set precedents for development which could adversely affect the long term plans or policies of the Township.
- f. The proposed special use shall not have significant adverse environmental, ecological or natural resource impacts.
- g. The proposed special use shall not have significant adverse impacts upon adjoining properties or uses."

Applicant Response to General Standards of Review

Special Land Uses are those that have been identified as uses requiring special consideration based upon their potential effect on the adjacent area. Special regulation of these uses is necessary to protect and preserve the quality of the Township's residential and commercial neighborhoods and **not all** locations are appropriate for all special uses. The proposed location, the site design and layout of the use, the size and magnitude of the use and hours of operation may all be important considerations.

1. How much traffic, what kind of traffic and at what times of the day and or week will traffic be generated by the proposed use.

Peak traffic times would occur at the beginning and end of the school day, roughly 7-8 am and 3-4 pm. There will also be peak traffic volumes at various times for large events such as basketball games, graduations, and grandparents day. Traffic will be predominantly passenger vehicles. The proposed parking count remains unchanged with the proposed additions. Traffic impacts for the proposed master plan remain similar to the previously approved plan.

2. Will the use or activity generate any noise, dust, odor, light or other emissions? If so what type and how frequently.

The school additions on the site will not change effects on surrounding neighborhoods. All lighting and landscaping of future development will be reviewed with the future site plan reviews and shall conform to township requirements. The proposed sign will not be back lit.

3. In addition to the above, describe any other the activities or characteristics associated with the building(s) and use and what measures will be taken in the location design, and operation of the use to keep the use, building or activity in harmony with neighboring properties and avoid the imposition of adverse impacts on them and the community.

As an organization, South Christian is invested in the community and desires to be a friendly neighbor which is a major driver of design. This design plan minimizes the disruption of the neighboring communities by keeping the additions on site and near the existing building. Landscaping and natural areas, including the berm along the west property line, will be utilized to make the site visually appealing. The previous amendments and school site plan centrally located the school on site to minimize disruption to neighboring communities to the greatest extent possible. The storage addition is proposed on the back side of the school as this is a practical location operationally and it also places it in the delivery area and will blend in with the existing building. The storage room will be used for tables, chairs, athletic equipment, as well as other miscellaneous items. The auxillary gym inside the building and adjacent to the storage addition is where most tables and chairs will be used. The proposed education wing is located in the same location as previous master plans but increased by about 3000 square feet (total between 2 floors) due to updated programming and projected needs. The 2021-2022 SLU amendment noted the education wing to be 19000 square feet and 22,200 square feet is proposed.

4. Describe how the proposed special use will avoid the creation of adverse environmental, ecological or natural resource impacts.

The proposed use of this site will avoid adverse impacts on the land by leaving a large portion of the site undisturbed with natural areas. This allows the site to maintain a rural atmosphere but also provides spaces for outdoor learning experiences for the students. The stormwater facilities will also reduce downstream runoff impacts.

Site Plan.

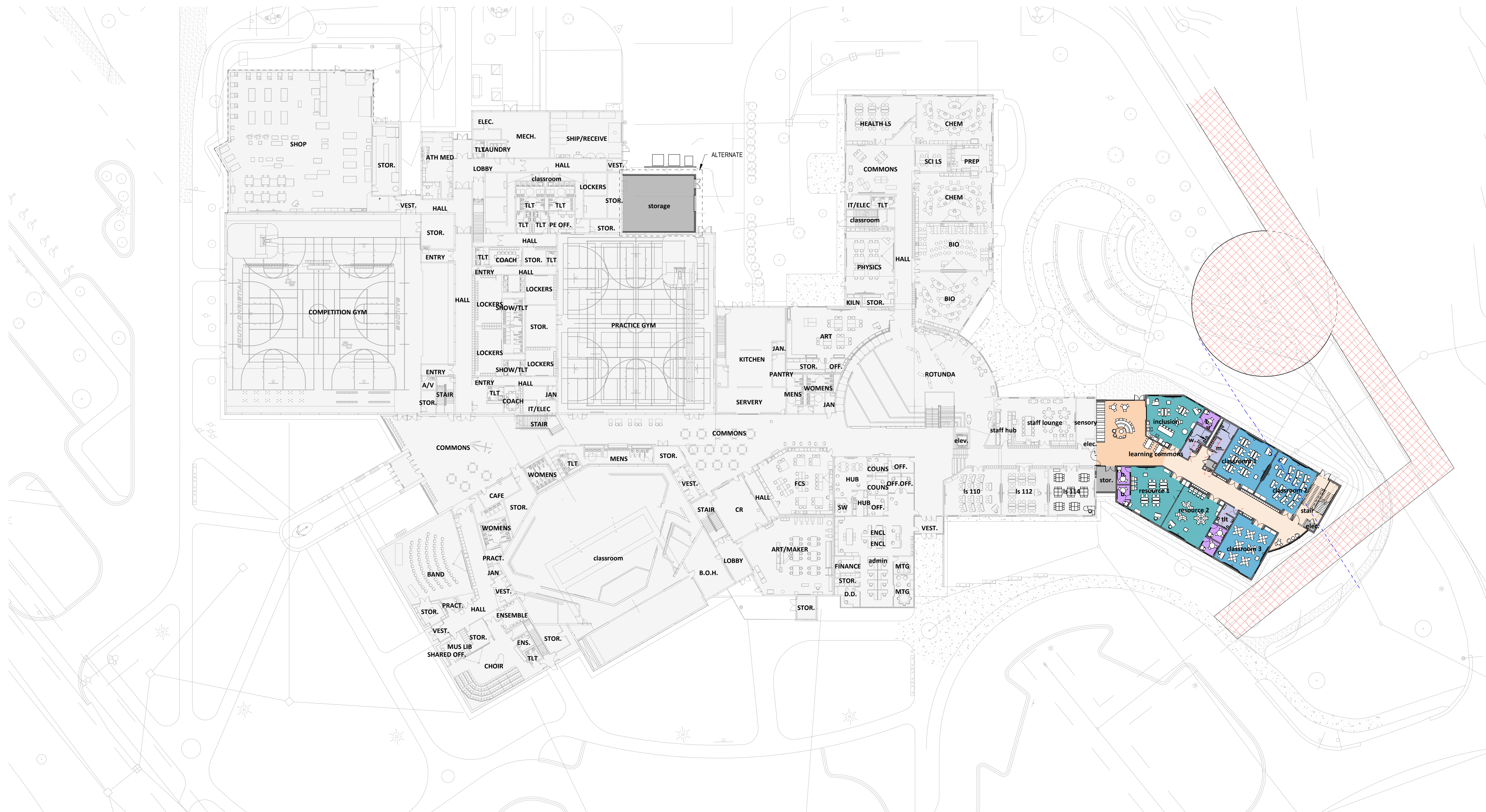
Please submit a reproducible site plan, or sketch plan. The plan must be drafted to an accurate minimum scale of 1 inch to 50 feet. If the drawing has not been professionally prepared and sealed, a certified legal survey of the property shall be required in order to verify the accuracy of the site plan. If the site plan is not to scale or it is lacking accuracy and detail, the application will be rejected.

The following checklist itemizes the minimum requirements, as applicable, for a site plan that is submitted with a special land use application. If the Planning and Zoning Department determines that more information and project detail is required you may be directed to provide additional information as outlined in Chapter 25 of the Gaines Charter Township Zoning Ordinance.

- Name of applicant.
- Owner or owners, if different than the applicant.
- Name and address of the development
- North arrow, scale and date
- Lot dimensions.
- Legal description for the property.
- Zoning of the site and adjacent properties
- The location and setback of all buildings, signs and structures from property lines and street right-of-way lines.
- The height and dimensions of all buildings, structures,
- Depiction of all freestanding and wall signs.
- ~~N/A~~ Outside storage areas, with a description of the materials or equipment to be stored.
- ~~N/A~~ Dumpsters, dumpster screening.
 - Vegetation, fences, walls, buffers or other screening methods.
 - Easements (access, utility, service road, and all other
- ~~N/A~~ Outdoor lighting fixtures
 - Driveways,/ streets/ private roads clearly labeled.
 - Parking, loading areas, and circulation areas (show surface material, dimensions and layouts of parking spaces and direction size of travel of lanes, aisles, and driveways).
 - Sidewalks, trails, and walkways as applicable.
 - Site drainage patterns, and proposed grading.
 - Natural features (tree lines, wooded areas, streams, ponds, drainage ditches, wetlands).

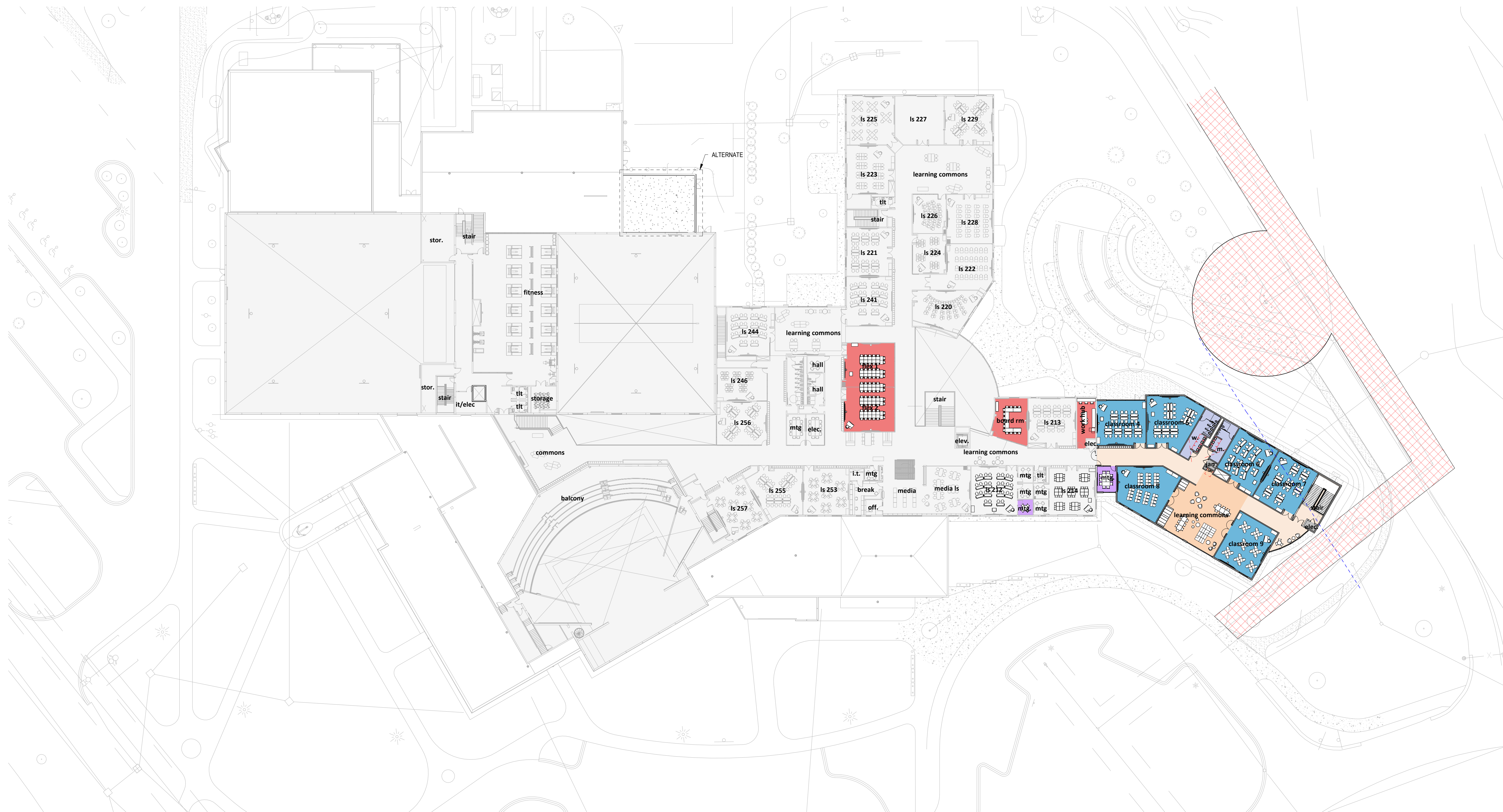
Building Elevations.

- Building elevation drawings or pictures and a description of the materials and colors to be used on the building(s).

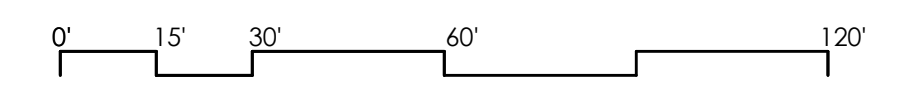


10/24/2023 7:51:58 AM



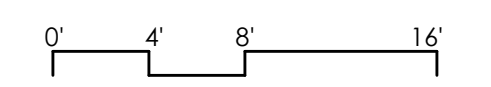


10/24/2023 7:52:07 AM





- space legend
- circulation
 - classroom
 - commons
 - ess/inclusion
 - existing
 - mech/elec/storage
 - meeting
 - restrooms
- classrooms - ess: 3
 classrooms - gen. ed.: 9
 breakout: 5
 meeting rooms: 1
 lockers: 114



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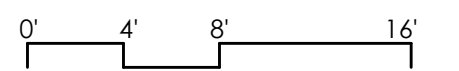
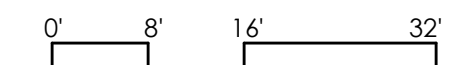


space legend

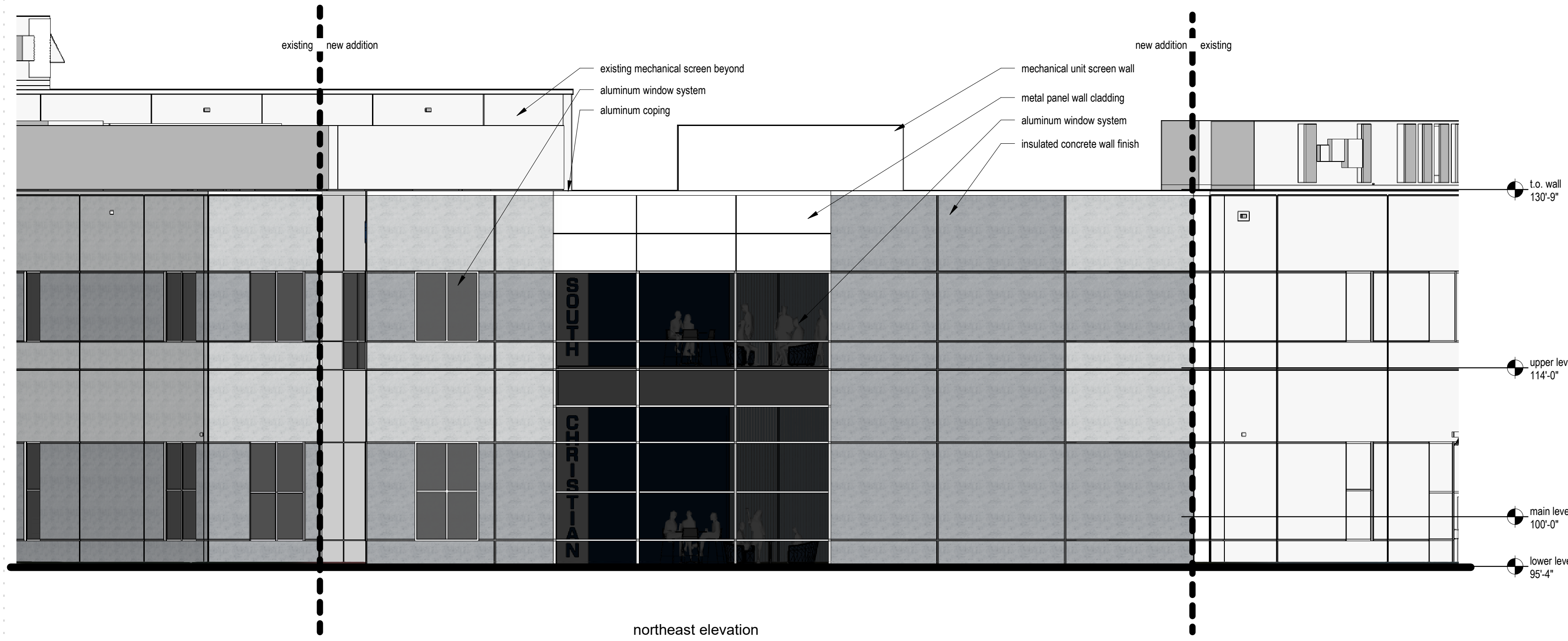
- admin/staff
- circulation
- classroom
- commons
- existing
- meeting
- restrooms
- storage

classrooms - ess: 3
 classrooms - gen. ed.: 9
 breakout: 5
 meeting rooms: 1
 lockers: 114

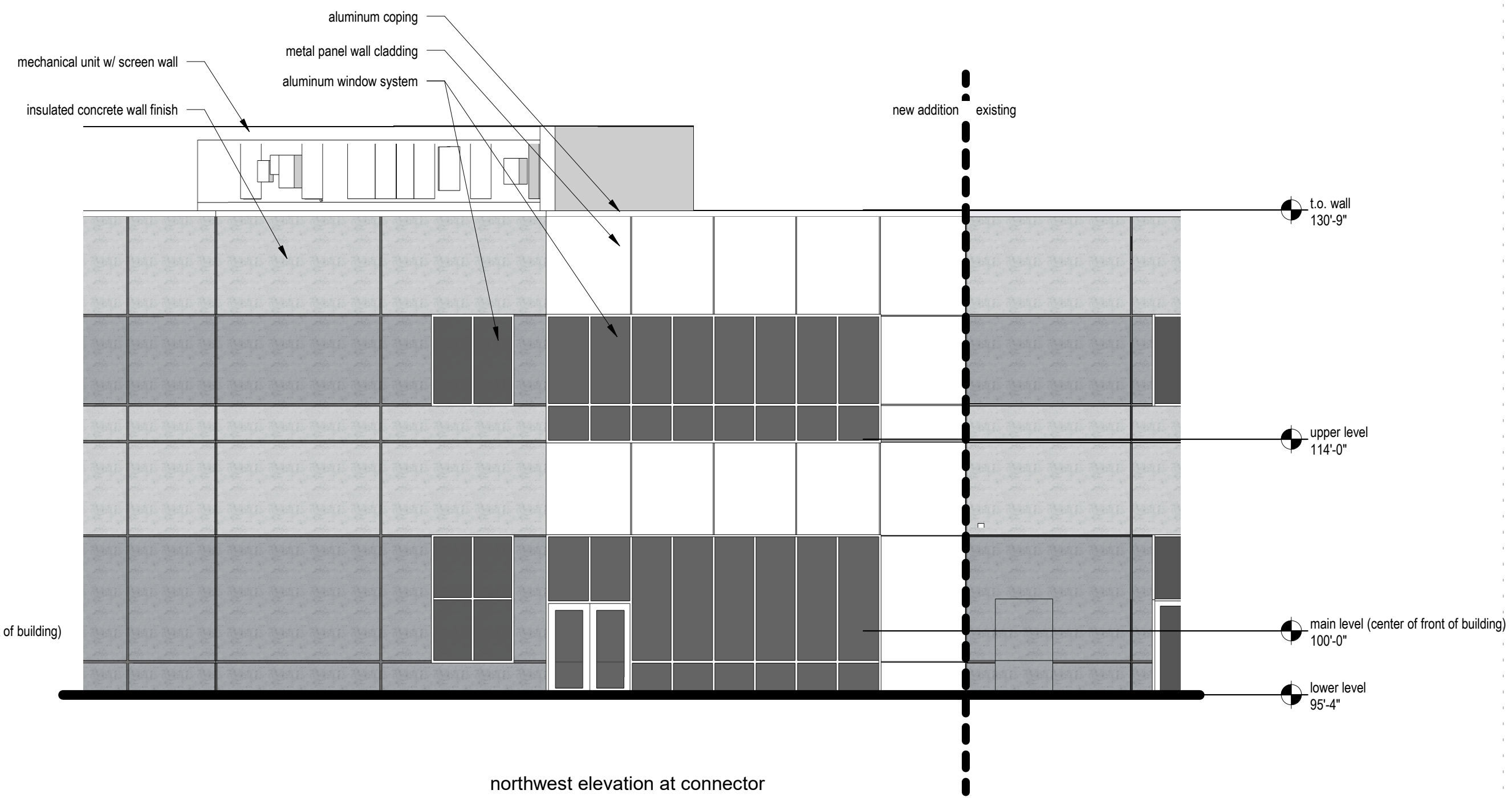
flex classroom floor plan



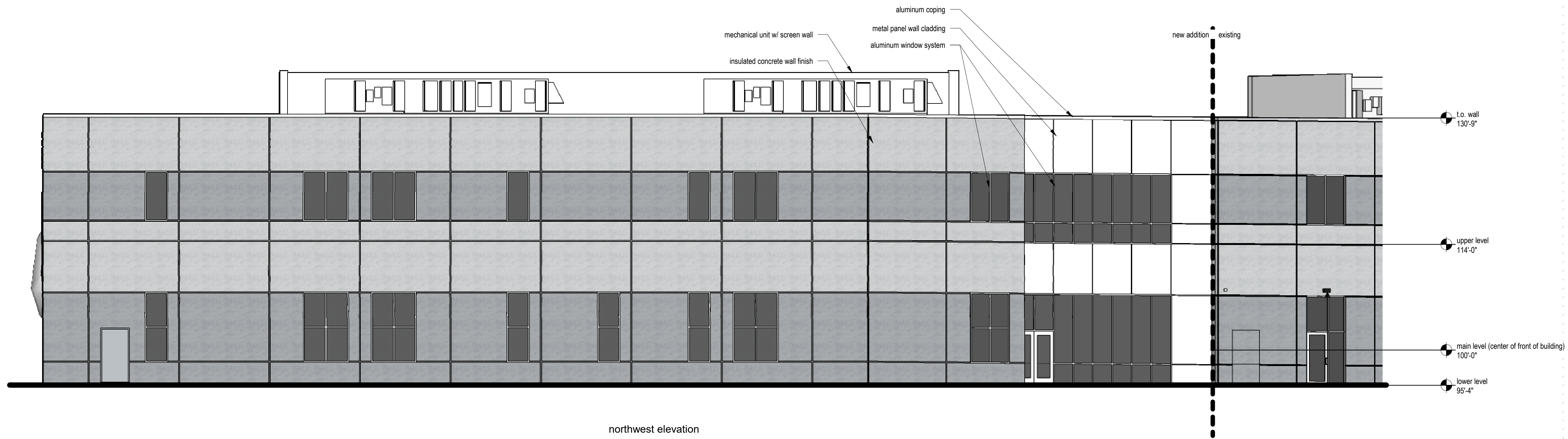
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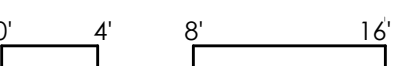
northeast elevation

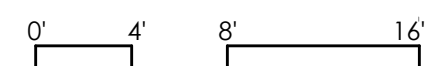
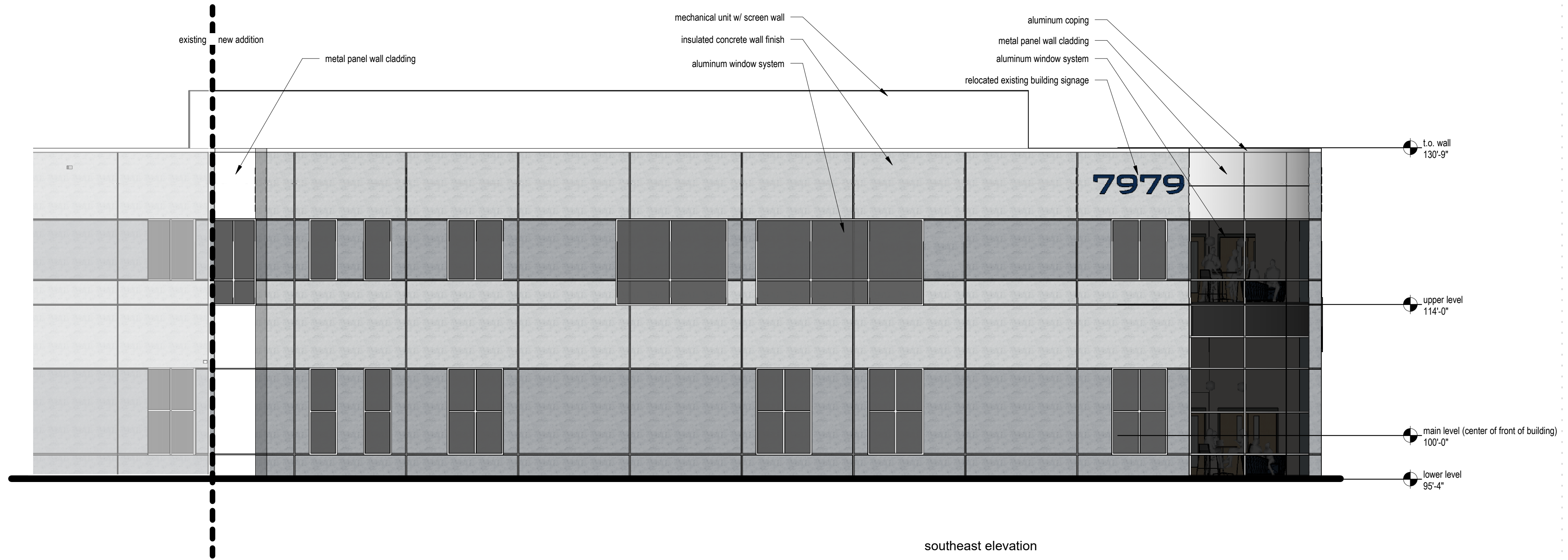
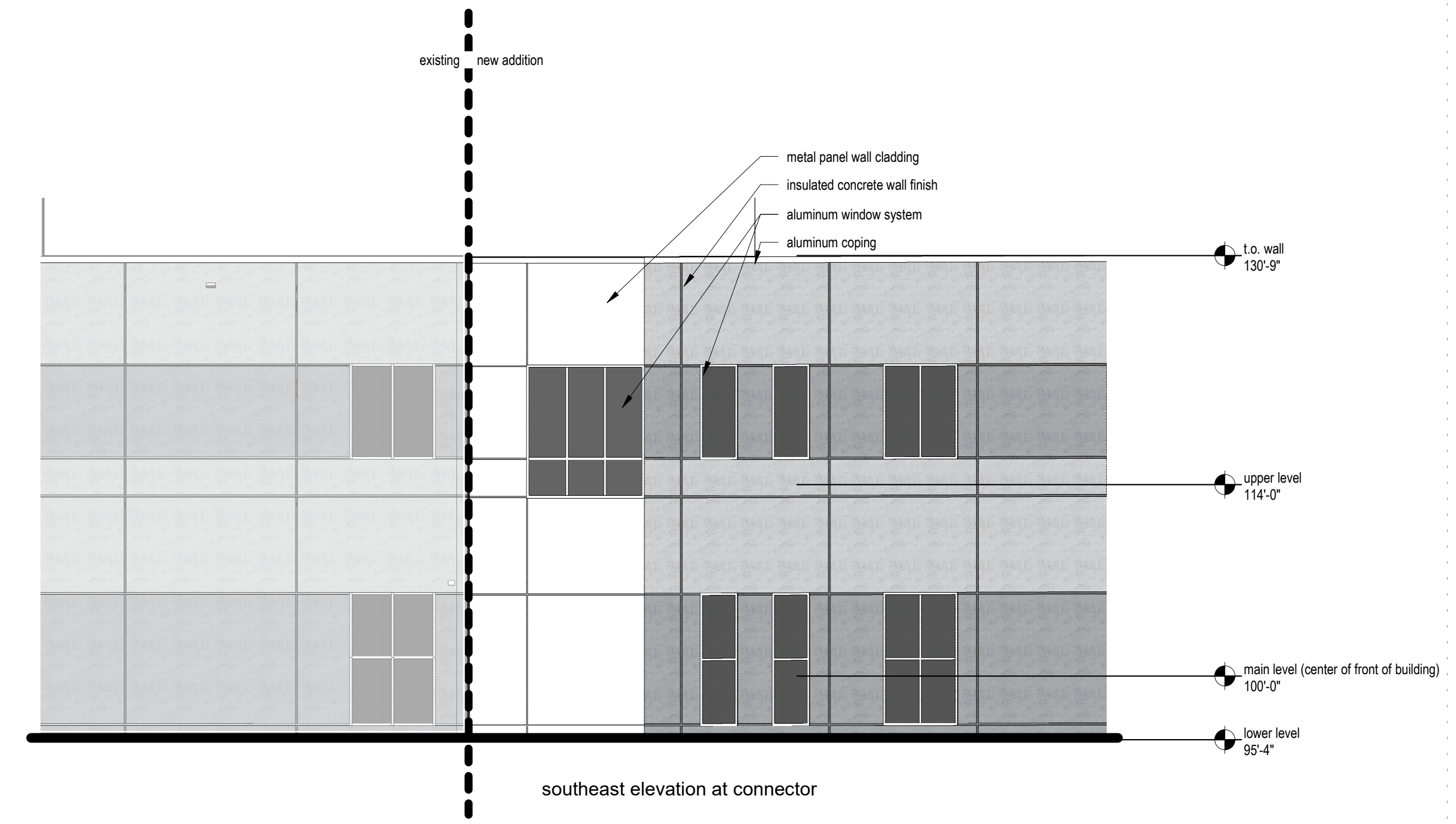


northwest elevation at connector



northwest elevation





10/24/2023 7:52:18 AM

Gaines Charter Township

Planning Commission Memo

Meeting Date: November 16, 2023

AGENDA ITEM: VI.1.b

FILE NUMBER: 231025CVH

PROPOSED REQUEST: Tentative Preliminary
Plat Review, Hoffman Meadows Phase 2

PROPERTY ZONING DISTRICT: RL-10

ADDRESS: 2464 68th Street

PROPERTY SIZE: 15.36 Acres

PARCEL NUMBER: 41-22-10-120-004

REPORT BY: Dan Wells, Community
Development Director; David Jirousek, AICP,
Planning Consultant

APPLICANT: Chris Vander Hoff



OVERVIEW

The applicant requests a tentative preliminary plat review for Phase 2 of Hoffman Meadows. Phase 2 is 15.36 acres and includes 55 single-family lots. The Land Division Act states that “[t]entative approval....confers upon the proprietor for a period of 1 year from date, approval of lot sizes, lot orientation, and street layout, and application of the then-current subdivision regulations.” Please note that a public hearing is scheduled for the upcoming meeting on the preliminary plat.

The Planning Commission's role is to review the preliminary plat plan for consistency with zoning and subdivision requirements as part of the platting process. Section 112 (4) of the Land Division Act provides for initial acceptance of the overall development concept but does not consider detailed engineering design or final details. Details concerning wetland impact, utilities, and final stormwater management design are addressed in later review phases. However, preliminary plans for utilities and other required infrastructure are considered during this process to identify potential concerns and future considerations.

Surrounding zoning:

	NORTH: RL-10	
WEST: RL-14	SUBJECT PARCEL	EAST: PUD (Sienna Pointe/Alexander Trails)
	SOUTH: RL-14	

STANDARDS OF REVIEW

This project is subject to review against the following requirements and standards:

- GCTZO Section 6.3 Development Standards and GCT Code of Ordinances Section 22-62 Compliance with Zoning Regulations
- GCTZO Section 6.4 Additional Requirements for Plats & Site Condominium Developments
- GCTZO Section 16.13 Residential Landscaping
- GCT Code of Ordinances, Section 22-63 Sidewalks
- GCT Code of Ordinances, Section 22-64 Street Lighting
- GCT Code of Ordinances Section 22- 65 Public Utilities

We have reviewed the preliminary plat and associated application package and find that the plans are generally in order for this stage of the plat approval process. The following are the primary subject areas with comments.

1. GCTZO Section 6.3 Development Standards and GCT Code of Ordinances Section 22-62 Compliance with Zoning Regulations

Single-family lots in RL-10 must be a minimum of 10,000 square feet in area and 80 feet in width. The lot size table indicates that all lots exceed 10,000 square feet. The plat shows compliant lot widths on all lots aside from lot 49, where no lot width is indicated.

Setbacks for single-family and two-family lots in RL-10 are 35 feet for the front and rear and eight feet for the sides. The lots appear to be sufficient in size, width, and shape for homes to meet required setbacks. Setback compliance will also be confirmed for each building site prior to building permitting.

All lots also comply with the 4:1 depth-to-width ratio requirements, aside from lot 65, which includes an existing stormwater management area. This lot includes the existing detention pond within an easement for drainage and detention to the Hoffman Meadows Drainage District. If acceptable, the Planning Commission must reference the depth-to-width waiver within its Resolution on the matter.

2. GCTZO Section 6.4 Additional Requirements for Plats & Site Condominium Developments

Section 6.4 A requires that a preliminary plat incorporates a variety of house models. Since the development is proposed to have over 50 units, a minimum of five house models is required. Each house model shall have multiple characteristics that clearly distinguish it from the other house models, such as different exterior materials, rooflines, garage placement, architectural style, number of stories, and/or building face. Staff recommends that the review of house models and future variations be an administrative responsibility during the zoning and building permitting process.

3. GCTZO Section 16.13 Residential Landscaping

Section 16.13 A requires that all platted subdivisions include one canopy tree for every 80 feet of road frontage. Street trees must be placed in accordance with Section 16.13 and the requirements of the Kent County Road Commission. Staff recommends that the requirement for the graphic representation on the preliminary plat is unnecessary at this time and notes that the requirement will be enforced when individual homes are constructed.

4. GCT Code of Ordinances, Section 22-63 Sidewalks

In accordance with Section 22-63, sidewalks shall be installed by the proprietor as specified by Township ordinance or as otherwise required by the Township Board or its designated Township official or body. Sidewalks must be shown on both sides of the public street throughout the entire development.

5. GCT Code of Ordinances, Section 22-64 Street Lighting

In accordance with Section 22-64, street lighting shall be installed by the proprietor as specified by Township ordinance or as otherwise required by the Township Board or its designated Township official or body. Consistent with past developments, the developer should request that the Township create a Street Light Assessment District before a residential building permit is issued by the Township.

- The number and location of street lights are to be determined by Consumers Energy for each phase of development.
- The developer must provide the necessary funds for installation within 30 days of Gaines Charter Township issuing an invoice for the installation costs.

6. GCT Code of Ordinances Section 22- 65 Public Utilities

The development will be served by extensions of municipal water and sanitary sewer lines. A storm drainage system consisting of both above-ground and underground drainage facilities will also be installed, and the streets will be public. Provisions for the installation of buried power, telephone, gas distribution, and cable TV lines are also to be included. The applicant shall be required to comply with all utility and stormwater recommendations of the Township Engineer.

STAFF RECOMMENDATION

Based on our review, Staff recommends that a positive resolution regarding the tentative approval of the preliminary plat be approved, along with granting of the depth-to-width waiver for lot 65.

Recommended conditions are as follows:

1. The applicant shall confirm lot width compliance for all lots within the Plat.
2. Staff shall confirm that no less than five house models that meet the requirements of the GCTZO Section 6.4 A are built within the plat.
3. Staff shall enforce the street tree requirement of the GCTZO Section 16.13 A at the time of building permitting.
4. The applicant shall update the plan to show sidewalks on both sides of the public street throughout the entire development.
5. The applicant shall request the creation of a Street Light Assessment District before applying for residential building permits.
6. The applicant shall adhere to all review comments provided by the Township Engineer.



FILE NO. 231025CVH

Gaines Charter Township
 8555 Kalamazoo Avenue SE
 Caledonia, MI 49316
 Phone (616)6986640 Fax (616)698-2490



*\$500/LOT
 500 + 5/LOT
 2000*

Land Division-Combination-Lot Line Application

Project Address	<u>2464 68th ST SE</u>	
Owner Name	<u>JASONVILLE LLC</u>	
Owner Address	<u>4910 68th ST SE</u>	
Parcel Number(s):	<u>41-22- 10-120-004</u>	<u>41-22-</u>
Description of Proposed Project/Use	<u>PRELIMINARY PLM APPROVAL OF PHASE TWO HOFFMANN MEADOWS</u>	

Applicant/Contact	<u>CHRIS VANDER HOFF</u>
Phone/Email	<u>616-485-5430 chris@boscoinc.net</u>

"I" hereby certify to the correctness and knowledge of the information submitted and hereby agree to comply with the terms and requirements of all applicable Township ordinances. I also grant Township staff permission to enter onto the subject property in review of this application

Signature	
For Planning Commission/Zoning-Board of Appeals requests, and Land Divisions/Combinations, please complete the appropriate Worksheet as part of your application packet – See staff for more information	

Township Use Only

Current Zoning District: RL-14 RL-10 R-3 R-4 C-1 C-2 O-S I-1 I-2 PUD A-R A-B

<input type="checkbox"/> One/Two-Family Construction	<input type="checkbox"/> Rezoning/PUD Rezoning	<input type="checkbox"/> Land Division
<input type="checkbox"/> Special Use Permit Request	<input type="checkbox"/> PUD Amendment	<input type="checkbox"/> Text Amendment
<input type="checkbox"/> Zoning Board of Appeals Request	<input type="checkbox"/> Site Plan Review	
<input checked="" type="checkbox"/> Subdivision/Site Condo Review	Other <u>/</u>	

DENIED _____ APPROVED _____ APPROVED, WITH CONDITIONS _____ WITHDRAWN _____

 ZONING ADMINISTRATOR SIGNATURE DATE

Land Division/Combination Applicant Worksheet


FILE NO. _____

The following information is required as part of the application to split or combine property.

- Certified survey(s) with legal descriptions showing the following:
- The dimension and legal descriptions of the existing parcel(s), new parcel(s), and any easements
 - The location of all existing and proposed structures
 - The accessibility of the parcels for vehicular traffic and utilities from existing public roads
- \$50.00 fee per new parcel created.

Please note that the deeds for the new parcels must be recorded within 120 days or the land division will be null and void. Also be advised that copies of these deeds must be submitted to the Township or the land division will be null and void.

SIGNATURE OF ALL OWNERS (proof of ownership required)

	10/25/23		
SIGNATURE	DATE	SIGNATURE	DATE
_____	_____	_____	_____
SIGNATURE	DATE	SIGNATURE	DATE
_____	_____	_____	_____

Please be aware that if the parcels involved in the land division/combination are of a different property class, there may be a delay in the creation of taxable parcels by the county. Please see the Assessing Department with any questions regarding this.

Township Use Only

Parcels Involved

1. _____
2. _____
3. _____
4. _____

Split history from www.accesskent.com

Current Splits Allowed _____

Potential Bonus Splits _____

Number Being Used _____

Number Being Transferred _____

Number Left for Remainder _____

To Parcel A _____ Parcel B _____ Parcel C _____

**CHARTER TOWNSHIP OF GAINES
COUNTY OF KENT, MICHIGAN**

RESOLUTION NO. 23-__-__ PC

The following Resolution was offered and adopted by the Gaines Charter Township Planning Commission at a regular meeting held on November 16, 2023.

Members Present:

Member Absent:

The following Resolution was offered for adoption by Member _____ and supported by Member _____ to document the findings and decision by the Gaines Charter Township Planning Commission regarding a request made by Chris Vander Hoff (Jasonville, LLC) for Tentative Preliminary Plat approval for Phase 2 of Hoffman Meadows, which includes 55 lots.

**TENTATIVE PRELIMINARY PLAT FOR HOFFMAN MEADOWS PHASE 2
AND DEPTH-TO-WIDTH RATIO WAIVER FOR LOT 65**

WHEREAS, Chris Vander Hoff (Jasonville, LLC), the “Applicant” has submitted the Tentative Preliminary Plat for Hoffman Meadows Phase 2 (the “Plat”);

WHEREAS, the proposed Plat consists of 55 single-family lots located within the 15.36-acre Phase 2 area of the proposed residential development;

WHEREAS, the Planning Commission may waive the 4:1 depth-to-width requirement under certain circumstances as outlined in Section 22-24(4) of the Land Division Ordinance; and

WHEREAS, the Planning Commission held a public hearing on November 16, 2023, and has considered the application and the proposed Plat, and at a meeting on November 16, 2023, recommends that the Gaines Charter Township Board of Trustees grant tentative preliminary approval of the Plat, upon certain terms and conditions.

IT IS, THEREFORE, RESOLVED AS FOLLOWS:

1. Tentative Preliminary Plat.

The Planning Commission recommends tentative approval of the Preliminary Plat for Hoffman Meadows Phase 2, as shown on the Plat dated October 25, 2023, upon the terms and subject to the

conditions stated in this Resolution. This Resolution recommends approval of the overall layout and tentative plan for lots, streets, open space, sidewalks, stormwater infrastructure, and utilities.

2. Lots.

The phase 2 Plat shall consist of 55 residential lots, for one single-family detached dwelling each, numbered from lot 41 through lot 95, inclusive. Residential construction shall comply with the Township Zoning Ordinance and subdivision requirements.

3. Land Division Act and Chapter 22 Land Divisions, Subdivisions and Land Development.

The Plat shall comply in all respects with applicable provisions of the Michigan Land Division Act and Chapter 22 of the Gaines Charter Township Code, Land Divisions, Subdivisions and Land Development.

4. Other Required Approvals.

Written approvals from other agencies having jurisdiction over the Plat shall be obtained, and copies shall be provided to the Township in accordance with the Land Division Act.

5. Depth-To-Width Ratio Waiver for Lot 65.

The Planning Commission approves the 4:1 depth-to-width ratio waiver for lot 65, which includes the existing detention pond within an easement for drainage and detention to the Hoffman Meadows Drainage District.

6. Recommended Conditions of Approval.

- a. The applicant shall confirm lot width compliance for all lots within the Plat.
- b. Staff shall confirm that no less than five house models that meet the requirements of the GCTZO Section 6.4 A are built within the Plat.
- c. Staff shall enforce the street tree requirement of the GCTZO Section 16.13 A at the time of building permitting.
- d. The applicant shall update the plan to show sidewalks on both sides of the public street throughout the entire development.
- e. The applicant shall request the creation of a Street Light Assessment District before applying for residential building permits.
- f. The applicant shall adhere to all review comments provided by the Township Engineer.

PLANNING COMMISSION RECOMMENDATION

The Planning Commission recommends tentative approval of the Preliminary Plat with the conditions outlined in this Resolution. Tentative approval confers upon the proprietor for a period of one (1) year from date, approval of lot sizes, lot orientation, and street layout, and application of the current subdivision regulations.

The vote on the motion to adopt this Resolution was as follows:

YES:

NO:

ABSTAIN:

RESOLUTION DECLARED ADOPTED

CERTIFICATION

I hereby certify that the above is a true copy of a Resolution adopted by the Gaines Charter Township Planning Commission at a meeting held on November 16, 2023.

Respectfully submitted,

Lani Thomas, Secretary
Gaines Charter Township
Planning Commission

Dated: November 16, 2023.

OVERVIEW

The applicant is requesting a special use permit to conduct a home occupation in their accessory building. The proposed home occupation is a car detailing shop, which consists of cleaning used vehicles prior to resale. The applicant works mainly for dealerships and is a small business.

The applicant submitted a letter to the Planning Department on October 20th that outlined how they would conduct home occupation activities on the site. Staff has adapted these commitments as conditions if the Planning Commission determines them to be acceptable.

The applicant has determined that there is no floor drain for the accessory building.

Section 20.7 (F) of the zoning ordinance regulates that home occupations shall not exceed 25% of the dwelling floor area and that all operations other than parking associated with the home occupation must take place within the dwelling unless the Planning Commission approves a special use permit to allow operations within an accessory building.

It is unclear whether the applicant desires to erect the carports requested in the initial application, but the information is retained here. There is an existing 22' x 26' (572-square-foot) accessory building on the property where the applicant is proposing to conduct the business. Per the site plan, the applicant will be erecting another enclosed shed for business vehicle storage. They are planning to erect two 12' x 20' (480 square feet total) carports to store the vehicles on-site, while the car detailing will occur inside the existing accessory building. The applicant will need to apply for zoning and building permits before erecting the carports, and the total combined square footage of accessory buildings will not require a separate special use permit at this time.

Since this is a request with the potential for adverse impacts on the surrounding neighborhood, the Planning Commission will need to determine if this is an appropriate use for the area and if the use will have significant adverse impacts on surrounding properties.



Existing Accessory Building – Home Occupation Location
(Photo taken from Zillow)



Two 12' x 20' carports are being proposed for vehicle storage related to the home occupation.

Surrounding zoning:

	NORTH: Agricultural/Agri-Business (A-B)	
WEST: Agricultural/Agri-Business (A-B)	SUBJECT PARCEL	EAST: Agricultural/Agri-Business (A-B)
	SOUTH: Agricultural/Agri-Business (A-B)	

STANDARDS OF REVIEW

The request has been reviewed using the applicable review standards of Section 19.8 “General Standards for All Special Land Uses.”

Section 19.8 General Standards for All Special Land Uses

The Planning Commission shall review the particular circumstances and facts of each proposed special use and in addition to the specific standards of consideration stated for each special use type within this Ordinance, and shall be guided in rendering a decision by the following general standards:

- A. *The proposed special use shall be sufficiently designed to maintain adequate provision for the protection of the health, safety, conveniences, and social and economic welfare of those who will use the special use, residents and landowners adjacent to the special use, and the community as a whole.*

Meets standard. As proposed, the home occupation is not likely to hinder the health, safety, or economic welfare of surrounding properties and the community as a whole.

- B. *The proposed special use shall be consistent with the intent of this Ordinance and the intent of the Master Plan.*

Meets standard. The 2017 Future Land Use Plan designates this parcel as rural (RUR). The RUR future land use district allows for low-density residential development, and as a request for a home occupation ancillary to a primary residential use, staff found that the request is consistent with the intent of the master plan.

If it is determined that the standards of Section 20.7 are met, then consistency with the zoning ordinance will be achieved.

- C. *The special use shall not create or substantially add to traffic hazards in the area.*

Meets standard. The applicant has indicated that toward the end of each business day, they will be delivering the vehicles back to the dealership. There will be a very minor increase in traffic with the proposed home occupation, but staff does not believe that it will substantially add to traffic hazards in the area.

- D. *Public services and facilities such as roads, police and fire protection, drainage structures, water and sewage facilities or schools, shall be sufficiently extended to the proposed special use such that load capacities are not exceeded.*

Meets standard. Properties in this area of the township are served by private well and septic systems, therefore impacts on water and sewage facilities are not anticipated. The proposed home occupation will not have an impact on roads, police and fire protection, public drainage structures, or schools.

- E. *The proposed special use shall not set precedents for development which could adversely affect the long-term plans or policies of the Township.*

To be determined. This request has the potential to set precedents for development which could adversely affect the long-term plans or policies of the township if the business practices do not adhere to the conditions of operation. However, with certain controls in place, this use can be undertaken with minimal impacts. Specifically, the standards in Section 20.7 are designed to help mitigate potential adverse impacts of home occupations to surrounding areas and long-term plans and policies of the township.

If the Planning Commission determines that the proposed home occupation meets the standards of Section 20.7, the proposed special use will not set precedents for development, which could adversely affect the long-term plans or policies of the township.

- F. *The proposed special use shall not have significant adverse environmental, ecological or natural resource impacts.*

Meets standard. The applicant has stated that they will be using eco-friendly and biodegradable cleaning supplies. Further, the proposed use will take place inside an enclosed building. The concern regarding discharge of wastewater to the adjacent drain will not be possible via a floor drain as it is not piped, it is a simple dirt floor depression covered by a grate. The applicant also states that they will be doing interior cleaning only, not washing car exteriors. If the applicant adheres to the conditions of the approval, there is very little potential for any impacts to the environment and natural resources.

- G. *The proposed special use shall not have significant adverse impacts upon adjoining properties or uses.*

Meets standard, condition recommended. Although there will be an increase in noise while the vehicles are being detailed, staff does not believe that it will cause significant adverse impacts upon adjoining properties or uses. The applicant has offered to restrict hours of operation from 8 AM-6PM Monday -Saturday, and to restrict detailing to one properly tagged and licensed vehicle at a time.

If the Planning Commission decides to approve the special use permit, staff is recommending a condition of approval that the hours of operation for the home occupation will be between the hours of Monday through Friday 8 AM – 5 PM. The Planning Commission may also consider a condition of approval that there shall be no more than one vehicle related to the home occupation stored on the premises at one time, and all the vehicles stored on site related to the home occupation must be within a fully enclosed structure.

Section 20.7 – Home Occupations

Home Occupations are permitted in any Agricultural or Residential Zoning District or on any residentially used lot, subject to the following restrictions:

- A. *Residential Character. The use of the dwelling for a Home Occupation shall not alter the residential character of the premises.*

Meets standard. The existing accessory building and proposed carports are compatible with residential use. Further, the applicant will be required to store all vehicles and equipment related to the home occupation within the fully enclosed structures. In doing so, there would not be any discernable characteristics of the use that would indicate to the neighbors that a portion of the building was being used for non-residential purposes.

In relation to noise, if the Planning Commission determines that Standard 20.7 (E) is met, then the proposed home occupation will not alter the residential character of the neighborhood (i.e., if the equipment used on site is deemed to be clearly similar in power and type to mechanical equipment normally used for domestic purposes, then the residential character of the premises will not be altered).

- B. *Prohibited Uses. A Home Occupation cannot include the following uses: restaurants and vehicle repair.*

Meets standard. The use of a car detailing business is not a prohibited use.

- C. *Effect on Adjacent Properties. A home occupation shall not result in an adverse or disrupting effect on other properties or on the residential character of the neighborhood by way of noise, odor, vibration, dust, electronic interference, traffic, safety or other attribute or emission.*

Meets standard, condition recommended. The proposed home occupation is not anticipated to have any disruptive effects on odor, vibration, dust, electronic interference, traffic, or safety to adjacent properties. The operation will be small, but there is potential for adverse impacts on adjacent properties due to noise. There is an existing single-family home approximately 200 feet to the east of where the home occupation would occur, as well as a handful of single-family homes across the street from the subject parcel that may be affected by noise.

If the Planning Commission determines that Standard 20.7 (E) is met, then there will not be any adverse impacts on adjacent properties. As stated above, if the Planning Commission decides to approve this special use permit, staff is recommending a condition of approval that the hours of operation for the home occupation will be between the hours of Monday through Friday 8 AM – 5 PM. The Planning Commission may also consider a condition of approval that there shall be no more than three (3) vehicles related to the home occupation stored on the premises at one time, and all the vehicles stored on site related to the home occupation must be within a fully enclosed structure.

- D. *Sale of Goods. No merchandise or articles for sale shall be displayed on the premises.*

Meets standard. The home occupation will not feature a retail component.

- E. *Machinery or Equipment. No mechanical equipment shall be used in the operation of the Home Occupation except equipment that is clearly similar in power and type to mechanical equipment normally used for domestic purposes.*

To be determined. Per the applicant, the home occupation will involve the use of “standard shop vac” vacuum for seats and carpets. The Planning Commission must make a determination if the equipment used in relation to the home occupation is similar in power and type typically used for domestic purposes.

- F. *Operation of Home Occupation. The amount of floor area used by the Home Occupation shall not exceed 25% percent of the Dwelling Floor Area. All operations other than parking associated with the Home Occupation must take place within the Dwelling unless the Planning Commission approves a special use permit to allow operations within an accessory building.*

Meets standard. If the Planning Commission approves the special use permit to allow the home occupation inside of the accessory building, then this standard will be met.

- G. *Outside Operation and Storage. No outside operations or storage associated with the home occupation are permitted.*

Meets standard. The applicant has been informed that outdoor operation and storage will not be permissible. The vehicles will be detailed in the existing 22' x 26' (572 S.F.) accessory building, and the applicant may be constructing two carports for business vehicle storage. If the special use permit is approved and there are vehicles being detailed or stored outside of the accessory buildings, then staff will proceed with enforcement on the property for violation of the zoning ordinance.

- H. *Signs: One non-illuminated stationary sign is permitted to identify a Home Occupation. The maximum permitted sign area is 2 square feet or 4 square feet if the property fronts on a primary arterial street.*

Meets standard. No signage is currently being proposed. If the applicant wishes to install signage in the future, it will need to be approved administratively in accordance with the ordinance requirements.

- I. *Parking: Parking for the Home Occupation shall at no time exceed 1 Vehicle, unless the Planning Commission approves a special use permit allowing parking for up to 4 vehicles.*

Meets standard. The site plan shows the parking area for one subcontract worker parking. The designated parking space will be in the driveway of the primary structure.

- J. *Number of Employees: No more than 1 person who is not a member of the family residing on the premises shall be engaged in any operation of the Home Occupation, unless the Planning Commission approves a special use permit allowing a greater number of employees.*

Meets standard. The home occupation will be operated by the family residing on the premises with no additional employees. It is unclear whether this is the applicant’s primary address.

STAFF RECOMMENDATION

When this request was considered in April, the decision was tabled, so it will need to be brought off the table for consideration.

Staff does have a concern regarding enforcement of the proposed conditions; it will likely be very difficult to verify if they are not adhered to or not. For example, what is a “large quantity” of cleaner stored on the property, and what is a standard shop vac?

If the Planning Commission finds that all the standards of review are met, staff recommends approval of the special use permit with the following conditions of approval:

- Hours of Operation shall not exceed Monday through Friday 8 AM – 5 PM.
- (If still requested) accessory buildings shall be fully enclosed at all times when storing vehicles and/or equipment related to the home occupation.
- There shall be no more than one (1) vehicle related to the home occupation stored on the premises at one time, and the vehicle stored on-site related to the home occupation must be within a fully enclosed structure.
- Detailing work shall be restricted to interior cleaning only, and no wastewater or waste chemicals will be generated by exterior or engine washing.
- No detailing will be undertaken by anyone other than the owners of the property.
- Cleaners used will be “household cleaners”, and not stored in large quantities.
- Vacuum cleaning shall be restricted to a standard shop vac.

October 20, 2023

Mr. Dan Wells
Community Development Director
Gaines Charter Township
8555 Kalamazoo Ave., SE
Caledonia, MIO 49316

Re: Special Use Permit for Property Located at 4645 100th Street SE (Parcel Number 41-22-25-400-006).

Dear Mr. Wells:

On April 13, 2023, before the Gaines Charter Township Planning Commission, I requested a special use permit to detail vehicles at the above-referenced property. The request was tabled because more information was needed regarding wastewater, trapping oil and gas residues, noise, increased traffic, and the environmental impact of the cleaning products used.

After much consideration and advisement, I want to modify the request for the special use permit for the following:

- Restrict detailing to only the interior of the vehicles,
- Detailing is done by myself and my husband, and no employees will be affiliated with the detailing activity,
- Restrict detailing to one properly tagged vehicle at a time, and multiple vehicles will not be visible or insight to neighbors,
- Cleaners used in the detailing are not hazardous or kept in large quantities. The products used are considered "household cleaners" and used as spray and wipe cleaners,
- At no time will exterior or engine compartment cleaning take place on the property; thus, detailing activity will produce no wastewater,
- Carpet and upholstery vacuuming is performed with a standard shop vac. When tested with a dosimeter, decibel readings are below and within the normal range at neighboring property lines,
- Detailing will occur during the daytime hours of 8:00 a.m. and 6:00 p.m. Monday through Saturday.

Mr. Wells, as you can see from our original request, we want to be good neighbors and are willing to modify the requested activities as outlined above. Please let me know a date after November 1, 2023, when we can present our modified request for a special use permit to the Gaines Charter Township Planning Commission.

Thank you,

A handwritten signature in blue ink, appearing to read "Jennifer Ranero". The signature is fluid and cursive, with the first name being more prominent.

Jennifer Ranero