

Minutes of the regular meeting of the Georgetown Township Planning Commission, held Wednesday, March 2, 2016

Meeting called to order by Chairman Honderd at 7:30 p.m.

Present: Greg Honderd, Richard VanderKlok, Steve Hall, Don Hebler, Donna Ferguson, Tim Smit, Jeannine Bolhouse

Absent: None

Also present: Mannelle Minier, Zoning Administrator

#160302-01 – Agenda for March 2, 2016

Moved by Richard VanderKlok, seconded by Steve Hall, to approve the agenda as submitted.

MOTION CARRIED UNANIMOUSLY.

#160302-02 – Minutes of the regular February 3, 2016 meeting

Moved by Richard VanderKlok, seconded by Tim Smit, to approve the minutes as presented.

MOTION CARRIED UNANIMOUSLY.

#160302-03 – (PUD0603-02) Great Lakes Convenience, Inc., 6785 Whitneyville Rd. SE, Alto, is requesting approval for the second final development plan for the PUD for a gas station/convenience store and retail/bank building, on a parcel of land described as P.P. # 70-14-26-200-077, located at 850 44th St., in a (PUD) Planned Unit Development district, Georgetown Township, Ottawa County, Michigan.

The Zoning Administrator presented a [staff report](#) and noted that a withdrawal request had been submitted for this application two days earlier, too late to cancel the meeting.

The applicant or representative was not present. No one was present to make public comments.

Since the application was on the agenda and the withdrawal was submitted too close to the meeting date to cancel, the Planning Commission determined to use the meeting time to discuss this PUD and PUDs in general. **The Planning Commission discussion and consensus for the development of this site and future PUDS within the Township was as follows:**

- 1) **In general, elevations for all proposed buildings, structures, signs and standalone objects contained within the PUD shall be submitted at the time a developer applies for preliminary PUD approval**, realizing that the elevations are conceptual and that the buildings may change in size, shape, location and use. **The buildings, structures, signs and standalone objects shall be architectural similar with coordinating elements, though not necessarily exactly the same or identical.** After approved with the preliminary plan, this will provide a guide that is agreed upon by both the developer and the Township. This would prevent future misunderstandings and be available for future prospective entities who look to located within the PUD. Since this development has already received preliminary PUD approval, the elevations for all proposed future buildings, structures, signs and standalone objects shall be submitted at the time any future final development plans are submitted to the Township for this PUD. The elevations for this PUD must contain similar rooflines that coordinate, but the architectural character need only coordinate and be similar, not identical.

This determination was based on ordinance language contained in Sec. 22.2 of the PUD Chapter in the Zoning Ordinance as follows and based on the newly adopted 2015 Master Plan as follows.

Sec. 22.2 QUALIFYING CONDITIONS..

Any development that fails to meet the following qualifying conditions, at a minimum, shall not be considered for the PUD District:

(D) **Master Plan:** The proposed uses of the PUD shall substantially conform to the Township Master Plan or, if not, represent land use policy that is determined by the Township Board to be a logical and acceptable deviation from or change to the Township Master Plan.

(F) **Architecture:** The PUD should provide for coordinated and innovative visually appealing architectural styles, building forms and building relationships.

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General Land Use Policies

Planned Unit Developments and open space clustering are possible development tools that would provide multiple densities of residential, along with possible commercial uses with flexible zoning requirements.

Planned unit developments shall be consistent with the intent of a PUD as listed in the Georgetown Township Zoning Ordinance, including, to encourage innovation in land use and variety in design, to encourage useful open space, and to provide for enhanced site and building architectural features. Such developments shall provide innovation and desirable design elements. Although the intention is not to direct a developer toward any specific details, PUDs with uses other than solely single family residences shall, at a minimum, contain the following elements:

- An overall design theme with common coordinating architectural elements contained in all buildings and structures as well as signs, rooflines, forms and materials;
- A coordinated color scheme and coordinated textures of materials;
- Drive-through elements and stand-alone structures shall have design *elements common to* principle structures;
- Creative, desirable and useable open space;
- Buildings and structures designed to provide the best or front face to any adjoining public streets.

A mixed use PUD (with any combination of residential, commercial and/or industrial uses) may be used as a developmental technique if it is clear the PUD substantially provides for the intent of a PUD as listed in the Georgetown Township Zoning Ordinance. The mixed use PUD shall contain some uses that conform to the Township Land Use Plan for the subject site with the determination of the percentage of uses to be consistent with the Master Plan to be determined by the Planning Commission and Township Board, taking into account if the development substantially provides for the intent of a PUD.

- 2) **Interior pedestrian walkways shall be provided to connect the northwest corner of this site to the northeast corner for this site**, even though the Township Board waived the requirement of sidewalks in the road right-of-way along 44th St. The walkway shall provide pedestrians access from the west to the east along 44th St. without having the pedestrians just use the parking areas.

This determination was based on ordinance language contained in Sec. 22.2 of the PUD Chapter in the Zoning Ordinance as follows.

Sec. 22.2 QUALIFYING CONDITIONS..
Any development that fails to meet the following qualifying conditions, at a minimum, shall not be considered for the PUD District:

(E) Pedestrian: The PUD must provide for integrated, safe and abundant pedestrian access and movement within the PUD and to adjacent properties.

- 3) **For the layout and design of this site, gas pumps shall be aligned along the interior service drive and the buildings shall be located between the pumps and 44th St. and 8th Ave.** The gas pumps shall be easily accessible to both 44th St. and 8th Ave. via the interior service drive and shall not front on 44th St. or 8th Ave. The use of a gas station was allowed in the motion for the preliminary development plan. The gas pump canopy may have a flat roof since the pumps would be in the interior of the site, as long as all the other buildings have peaked rooflines. The current layout shows poor planning with parking spaces located along this service drive by the entrances because vehicles would be forced to back out into oncoming traffic entering the site and using the service drive. In addition, the current layout shows poor planning with vehicles entering from 8th Ave. maneuvering through two buildings to get to the gas pumps.

This determination was based on ordinance language contained in Sec. 22.2 of the PUD Chapter in the Zoning Ordinance as follows and based on the newly adopted 2015 Master Plan as follows.

Sec. 22.2 QUALIFYING CONDITIONS..
Any development that fails to meet the following qualifying conditions, at a minimum, shall not be considered for the PUD District:

(G) Traffic: The PUD must provide for safe and efficient vehicular movements within, into and off of the PUD site. In addition, the PUD should integrate traffic calming techniques, along with suitable parking lot landscape islands and other similar techniques to improve parking lot aesthetics, storm water management, traffic flow and vehicular/pedestrian safety.

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- Buildings and structures designed to provide the best or front face to any adjoining public streets.

- 4) **The open space shall be useable** with amenities, as required in the ordinance, and not just grassed areas.

This determination was based on ordinance language contained in Sec. 22.2 of the PUD Chapter in the Zoning Ordinance as follows and based on the newly adopted 2015 Master Plan as follows.

Sec. 22.2 QUALIFYING CONDITIONS..

Any development that fails to meet the following qualifying conditions, at a minimum, shall not be considered for the PUD District:

(H) Open Space Requirements:

- (1) The PUD development shall contain usable open space in an amount equal to at least twenty (20) percent of the total PUD site. The Planning Commission may consider a PUD with a lesser amount of open space if it is clear that the proposed PUD substantially provides for the intent of a PUD as stated in this Chapter. It is noted that open space is a very important element of a PUD and reductions to the open space provision should be granted only as a result of specific, clearly documented reasons (i.e. the PUD may located on a relatively small site in an area where a 20% open space provision would detract from building continuity, historic preservation efforts, etc.)
- (2) Such open space to be considered usable shall not include required yards (required yards need to be individually determined for each PUD project) or buffers, parking areas, drives, rights-of-way, utility or road easements, storm water detention ponds, wetlands (unless determined to be useable by the Planning Commission due to the addition of interpretive boardwalks/walkways, etc. provided in and through the wetland) and structures (Unless the structures are part of the open space i.e. gazebos, etc.).
- (3) Such open space shall be permanently set aside for the sole benefit, use, and enjoyment of present and future occupants of the PUD through covenant, deed restriction, open space easement, or similar legal instrument acceptable to the Township; or, if agreed to by governmental agency, the open space may be conveyed to a governmental agency for the use of the general public.

The consensus of the Planning Commission was to adopt the above determinations and interpretations of language in the ordinance and in the Master Plan for future PUDs and for this site, and to relay this information to the property owner’s representative so that the developer would have an understanding of the Planning Commission’s interpretation of the Zoning Ordinance and Master plan language relating to this site and future PUDs.

Moved by Richard VanderKlok, seconded by Don Hebler, to accept the withdrawal of this application.

MOTION CARRIED UNANIMOUSLY.

#160302-04 – Other Business

#160302-05 – Public Comments

#160302-06 – Adjournment

The meeting was adjourned at 8:45 p.m.