

BLENDON TOWNSHIP
PLANNING COMMISSION MEETING
MINUTES

3-6-18

1. At 7:00 pm Chairman Mark Leathead called the meeting to order.
2. Terry Huberts offered the invocation.
3. Roll call: Present; Mark Leathead, Jim Vander Veen, Terry Huberts, Rick Lamer, Ron Wind. Absent with Notice: Jeff VanEck and Jeff DeWind
4. Attendees:
 - Andrew Moore, Planning Consultant
 - Kurt Gernaat, Zoning Administrator & Fire Chief
5. Approval of the Agenda
 - Motion by Lamer, supported by Huberts to approve the agenda with the addition of 10b made by Vander Veen, for a time of celebration to recognize Mark Leathead's 27 years of service to Blendon Township.
 - Motion carried - Unanimous
6. Approval of the minutes of the February 6th, 2018 Planning Commission meeting
 - Motion by Lamer, supported by Wind to approve the minutes from the February 6th, 2018 planning commission meeting
 - Motion carried - Unanimous
7. Opportunity for public comment – (No comments from the public were heard)
8. New Business
 - a. Request by Al Van Dyke to rezone Parcel #70-13-35-200-006 from AG-Agricultural Preservation to R-1 Low Density Residential
 - Kurt Gernaat read the public notice
 - Chairman Leathead opened the Public Hearing
 - No comments were heard on the matter
 - Chairman Leathead closed the public hearing
 - Planning Commissioners deliberated.
 - Motion by Lamer, supported by Huberts to recommend to the township board that they approve Mr. Van Dyke's rezone request using the information provided by Andrew Moore.

- Motion carried – unanimous
- b. Request by South Blendon Reformed Church for an SLU and Site Plan approval to put an addition on their building
- Kurt Gernaat read the public notice
 - Mr. Teunis read a letter from the church congregation and gave a brief description of the project
 - Chairman Leathead opened the public hearing
 - No comments were heard on the matter
 - Chairman Leathead closed the public hearing
 - Planning Commissioners deliberated
 - Motion by Wind, supported by Lamer to recommend that the township board approve the SLU as written and Site Plan with the following requirements:

1. No demolition or earthwork shall be undertaken on the site until a building permit has been issued consistent with this site plan approval.

2. Prior to issuance of any Township permits, the applicant shall have paid all application, permit, reimbursable escrow, and other fees related to the request.

3. The applicant shall maintain all required state, federal, and local permits and approvals.

4. The applicant shall comply with the stipulations of the Township Fire Department and any other applicable emergency personnel regarding emergency vehicle access to the site.

5. If any additional lighting is proposed, lighting details showing fully cut-off lighting fixtures shall be provided by the applicant for review by the Zoning Administrator.

6. That the driveway south of the addition be labeled as a one way, going east to west.

7. Correspondence be received to prove that Mr. Teunis was asked by the church to represent them.

- Motion carried – unanimous
- c. Request by Merestone group on the behalf of the property owner to re-zone parcel #70-13-25-200-026 located behind 6075 48th ave from AG- Agricultural Preservation to R-2 Low Density Residential
- Kurt Gernaat read the public notice
 - Chairman Leathead opened the Public Hearing
 - Ron Van Single made comments regarding his request
 - Kevin Meyer of 6520 Pt Sheldon asked how many units were being built and how many driveways (31 units and 1 driveway)
 - Chairman Leathead closed the public hearing
 - The board listened to comments by Andrew Moore
 - Planning Commissioners deliberated
 - Motion by Lamer, supported by Vander Veen to recommend that the township board approve the ReZone
 - Motion carried – unanimous

- d. Request by Ron Van Singel of the Merestone Group to receive site plan approval for a site condominium at parcel #70-13-25-200-026

- Motion by Vander Veen, supported by Lamer to grant tentative preliminary approval of the Site Condominium subject to final plans and the following restrictions:

1. *Street trees or other landscaping if it is deemed necessary to replace natural features removed during construction.*
2. *Usable common recreational area consistent with the Zoning Ordinance,*
3. *A Master Deed and Bylaws shall be submitted, reviewed, and approved by the Township's legal counsel prior to the site condo being approved.*
4. *Preliminary Road Commission approval of the street and access to 48th Avenue.*
5. *That the land buffer strip on the south edge of the pond be increased to 25' minimum width to try and preserve more trees*
6. *That an easement be granted somewhere between lots 9 & 12 to provide a place to extend municipal water to the land to the north if it is ever needed in the future.*
7. *That the recreational space around the gazebo be enlarged to meet the townships requirements for site condos*
8. *That final plans when submitted will show landscaping and street light details around the bus stop and that the deed will reflect ownership of the bus stop to the site condo*
9. *Final plans will include signage detail to conform with our sign ordinance*
10. *That the re-zoning of the parcel is approved by the Township board.*
11. *That the applicant will need to come back to the Planning Commission prior to going to the Township board to get final approval of the planning commission via resolution.*

- Motion carried – unanimous

9. Old Business –

a. Resolution to adopt the new Master Plan

- Motion by Vander Veen, supported by Huberts to approve resolution #2018-03-06 to forward the Master Plan to the township board for their approval
- Roll call vote: Lamer: Yes, Huberts: Yes, Wind: Yes, Leathead: Yes, Vander Veen: Yes
- Motion carried.

b. Swimming Pool Enclosures

- Remains tabled

c. Motion to approve the draft copy of the 2017 Planning Commission annual report be sent on to the Board

- Motion made by Vander Veen, supported by Wind, to forward the annual report to the board with the final numbers included

d. Review of current bonds

10. Correspondence –

- a. Vander Veen made comments on Zoning being turned over to PCI April 1, 2018. He also reported that the Board approved for Kurt Gernaat to take on a role as HR Administrator.
 - b. Vander Veen reported on several budget items pertaining to the planning commission projects that the township board placed into the budget.
 - c. The Planning Commission received a letter of resignation from Mark Leathead
 - d. A time of fellowship was had to recognize Mark Leathead's 27 years of service to Blendon Township.
11. Upcoming events
- a. Township Board Meeting – March 15th, 2018
 - b. Planning Commission Meeting – April 3rd, 2018

Adjourned at 9:05pm

Recorded by Kristi Simmons

Submitted by Terry Huberts, Secretary