

Blendon Township
Planning Commission Meeting
March 3, 2020

1. **The meeting was called to order** at 7:00 pm by Chairman Terry Huberts

2. **Invocation** was given by Jeff Van Eck

3. **Roll Call: PRESENT:**

Paul Blauwkamp	Lyn Peters
Jason Vander Kodde	Jeff VanEck
Brett Huizenga	Jeff DeWind
Terry Huberts	

4. **Also Attending:**

- a) Kirk Scharphorn Jr – Zoning Administrator
- b) Andrew Moore – Township Planner
- c) Kurt Gernaat – Fire Chief

5. **Motion to approve the agenda with the following addition** was made by Brett Huizenga, support by Jeff DeWind

- *Commissioner Comments: add 'Letter for Bill Vanden Berg'*

Motion Carried

6. **Motion to approve the Planning Commission Meeting Minutes, dated February 4, 2020,** was made by Jeff DeWind, support by Brett Huizenga with the following changes:

- *Item 8a, #5 under the motion, change 'northerly' to 'southerly'*
- *Item 8b, main bullet point 7, add a sub-bullet point stating that a sand mining permit will also be needed.*

Motion Carried

7. **Opportunity for Public Comment not on the Agenda:**

- None

8. **New Business:**

a) **Boersen (Machiela) Rezone:**

- Andrew Moore read the public hearing notice
- Applicant was present and provided an overview of the application
- Chairman Huberts opened the public hearing
 - No public comment
- Chairman Huberts closed the public hearing.
- Planner Andrew Moore highlighted his report

• **Motion to recommend the requested rezone to the Township Board for approval** was made by Brett Huizenga, support by Jason Vander Kodde.

Motion Carried

9. Old Business:

a) Koster SLU/SPR

- **Motion to remove the SPR discussion from the table** was made by Paul Blauwkamp, support by Lyn Peters

Motion Carried

- Applicant, Darren Koster, was present.
- Mr. Koster presented his site plan.
 - Felt that he has met the requested requirements.
- Township Planner, Andrew Moore provided an overview of his report and recommended approval.
 - Moore reminded the commissioners that the SLU has already been approved so only the site plan was to be considered.
- Commissioner Van Eck thanked the applicant for addressing the commission's concerns.
- Commissioner Vander Kodde asked the following questions:
 - Would asphalt millings and striping could be required for an ADA parking space?
 - The applicant responded per ADA standards, it was not required and if they expand their parking area by adding a 5th space they will add a sign at that time to comply with the ADA requirements.
 - The Planning Commission agreed that it was not necessary at this time.
 - Is the applicant opposed to putting in a sediment basin for drainage between the barn and the ditch?
 - Applicant stated that it was not necessary, he had a study performed and there is enough area between the barn and the ditch that there would be natural fallout before the run off reaches the ditch.
 - Applicant will not put in the sediment basin
 - Is the applicant putting additional vegetation for a buffer along Bass Creek?
 - Applicant stated that there is already a natural buffer in place and it will remain.
 - Does the gravel thickness of the drive meet the 6" that is required by the Blendon Fire Department?
 - Applicant stated that the gravel drive will be over 2 feet in thickness.
 - Commissioner Vander Kodde would like for the submitted written addendum to be included with the site plan as page 2 of 2.
- **Motion to approve the site plan with the following conditions and the attachment of the addendum** was made by Lyn Peters, supported by Paul Blauwkamp:
 1. **Prior to issuance of any Township permits, the applicant shall have paid all application, permit and other fees related to the request.**
 2. **The applicant shall comply with any requirements from the Township Fire Department, Township Engineer, and other Township Officials.**

3. The applicant shall continually comply with applicable ordinances, codes, and requirements of Blendon Township.
4. Light fixtures must be cut off and arranged to as to minimize glare on the adjacent properties.
5. Outdoor activity areas must be set back 50 feet from the southerly property line. Properties to the west and south are agricultural as of this writing, so this setback do not apply to those parcels.
6. Hours of operation shall be 7:00 am – 8:00 pm

Motion Carried

b) **South Blendon Vista SLU Expiration:**

- Commissioners reviewed the 'Memorandum of Decision' submitted by Zoning Administrator, Kirk Scharphorn Jr., that stated that the existing SLU did not expire.
- Commissioner Vander Kodde asked if there needed to be action on the SLU extension request that was submitted by Koetje Developers
 - Both Township Planner, Andrew Moore, and Zoning Administrator, Kirk Scharphorn Jr, stated 'No'; the extension request was now a moot point based on the zoning administrator's interpretation.

c) **Blendon Meadows SPR:**

- ***Motion to remove the discussion of the Blendon Meadows SPR from the table was made by Brett Huizenga, support by Paul Blauwkamp.***

Motion Carried

- Todd Stuive, of Exxel Engineering, presented on behalf of Koetje Builders.
 - Addressed the statements made by the commission at the previous meeting.
 - Bike path along Port Sheldon:
 - Stated this would not be needed since these will be individual parcels and are not included in the condos.
 - Units 10-11:
 - Comply with the township's required setbacks and should not need to be moved.
 - Sewer – Water:
 - Will be constructed down Port Sheldon, not through the neighboring parcels backyards.
 - Master Deed:
 - Additional work will need to be done before it is finalized.
 - Drainage:
 - Trees may be removed to provide proper drainage
 - Unit Rentals:
 - The intent is ownership not rentals
 - The Master Deed will reflect this
 - Landscape Plan:
 - Intending to provide at final review
 - Willing to provide as needed

- Traffic Study:
 - Will provide if needed
 - Either way there will be an outlet to 48th Ave
- Sand Mining Permit:
 - Zoning Administrator, Kirk Scharphorn Jr, stated that the permits are necessary.
 - Sand Mining Permit Application and site plans were submitted to the township on 3/3/2020.
 - Material will be excavated from the South Blendon Vista parcel and deposited on the Blendon Meadows parcel.
- Street Lights:
 - Shown on the site plan
 - Placed on the intersections and corners
- Fire Access:
 - Fire Chief Gernaat has reviewed the plan and approves.
- Discussion was had by the Commissioners on many issues:
 - Vander Kodde: Would the SLU/SPR for South Blendon Vista need to be amended because the access for Blendon Meadows now connects to South Blendon Vista and this was not a part of the approved site plan/SLU?
 - Township Planner, Andrew Moore, stated the following:
 - An amendment would be needed
 - Stated that just the site plan could be amended without amending the SLU
 - Disagreement among Commissioners
 - Chairman Huberts felt the Planning Commission should consult with legal-council for their opinion.
 - Huberts: Asked about connectivity to 48th Ave
 - VanEck stated that he would like to see access for Blendon Meadows from 48th Ave through the South Blendon Vista private drive.
 - Huberts: Is it feasible to allow the condo owners to use the access drive to 48th Ave?
 - Koetje Builder's attorney stated that it is possible but it would present many other issues that they would rather avoid.
- Commissioner Vander Kodde stated opinions on the following items:
 - Public apology to Randy Koetje for the handling of items at the last meeting.
 - Feels unit 10, even though it meets setback requirements, it is too close to Eagles Landing
 - Traffic
 - Condominium Bylaws
 - Street lights
 - Parcels on Port Sheldon – Single Family Homes would be preferred
- ***Motion to table the SPR request pending an access management evaluation and the applicant making modifications to the site plan relative to the dialogue was made by Jason Vander Kodde, support by Jeff DeWind.***

Motion Carried

d) Zoning Ordinances:

- Amended Open Space and Condominium Zoning Ordinance:
 - Township Planner, Andrew Moore, highlighted the amendment to the Ordinance
 - Commissioners approved the changes
 - Public hearing will be held at a later date
- Landscaping Establishments Ordinance Amendment:
 - Township Planner, Andrew Moore, reviewed
 - Commissioner, Brett Huizenga expressed concerns that proposed section 13.05.34 subsections (c) and (d) were too restrictive.
 - Zoning Administrator, Kirk Scharphorn Jr, explained the background for needing the regulations.
 - Andrew Moore will revise the current draft to reflect the commissioner's changes and present for review.
- Solar Energy Ordinance:
 - Township Planner, Andrew Moore, reviewed the ordinance
 - Commissioners generally liked the ordinance.
 - Increased the lot area to 40 acres
 - Increased the setbacks to 200 feet
 - Andrew Moore will make the proposed changes and submit for review.
- Utility Extension Ordinance:
 - Township Planner, Andrew Moore, reviewed the provided Memo.
 - Addressed whether the township should require developers to extend utilities across the full width of the lot.
 - Commissioners agreed with the concept and felt that an ordinance should be drafted.
 - Andrew Moore will draft the ordinance and submit for review.

10. Updates of Ongoing Business:

a) Township Board Meeting Update:

- Commissioners reviewed the minutes in the packet.
 - Paul Blauwkamp provided a verbal update specifically highlighting the following:
 - New Supervisor, Kevin Peters, was introduced.
 - Upcoming budget meeting

b) Bonds – SLU Update:

- Zoning Administrator, Kirk Scharphorn Jr, provided an update.
 - Stout Communications has been sold and a bond has been secured by the purchasing company.
 - Garden Solutions has provided the surety bond for the construction of their bike path due to the issuance of a violation citation.
- Commissioner Vander Kodde asked that the Koster SLU be added to the list for a 1-year review.

11. Opportunity for public comment and communication of business on the Agenda:

- a) Township Treasurer, Greg Golembiewski addressed the Commission on a few items:
- Complimented the Commission on their work
 - Concerned about the 5-acre requirement in the Landscaper Contractor Amendment.
 - Concerned about landscaper operational issues such as burning large quantities of leaves, storage of fertilizers, compost piles, etc.

12. Planning Commissioner Comments:

a) **Letter for Bill Vanden Berg**

- Commissioner Vander Kodde circulated a letter, drafted by admin, thanking the family of the late supervisor, Bill Vanden Berg, for his years of service.
 - Commissioner Lyn Peters read the letter aloud.
 - All commissioners signed the letter.

13. Correspondence:

- a) Notice of Drain Maintenance & Map
- Kooiman Drain
- b) Acquisition of Stout & Company LLC (communication tower on 66th Ave)
- c) Williams & Works Zoning Ordinance Update Proposal
- Andrew Moore provided additional information on the process.

14. Upcoming Events:

- a) Township Board Meeting: March 16, 2020
- b) Planning Commission Meeting: April 14, 2020
- ***Motion to move the April Planning Commission meeting to April 14*** was made by Paul Blauwkamp, support by Jason Vander Kodde.

Motion Carried

15. Adjournment:

- a) *With no other business to be brought before the Planning Commission, a motion was made by Lyn Peters, supported by Brett Huizenga, to adjourn the meeting at 9:57 pm.*

Motion Carried

Recorded by Tina Vander Schuur
Submitted by Jason Vander Kodde