



**VILLAGE OF SPRING LAKE  
PLANNING COMMISSION**

**MINUTES**  
**REGULAR MEETING**  
**November 28, 2017 7:00 PM**

**Barber School Community Building  
102 West Exchange Street  
Spring Lake, MI 49456  
49456**

**1. CALL TO ORDER**

Vice Chairman Bohnhoff called the meeting to order at 7:00 p.m.

**2. ROLL CALL**

Present: Bohnhoff, Johnson, Martinus, Nauta, Van Leeuwen-Vega, and Van Strate.

Absent: Kauchek

Staff Present: Jennifer Howland (Village Planner), Maryann Fonkert (Deputy Clerk).

**3. APPROVAL OF THE AGENDA**

Motion by **Nauta**, second by **Martinus**, to approve the agenda. All in favor, motion carried.

Yes: 6                      No: 0

**4. APPROVAL OF THE MINUTES – October 24, 2017 regular meeting**

Motion by **Nauta**, second by **Van Leeuwen-Vega**, to approve the Minutes of the October 24, 2017 regular meeting. All in favor, motion carried.

Yes: 6                      No: 0

**5. OLD BUSINESS**

- A. 205 East Savidge Street:** The Planning Commission will consider a request from Hilda Kamps for a Special Land Use Permit for a Bed & Breakfast at 205 East Savidge Street, Permanent Parcel Number 70-03-15-383-001 and 104 East Savidge Street, Permanent Parcel Number 70-03-15-451-003. This project also requires a site plan review for minor improvements.

Vice Chairman **Bohnhoff** introduced this item and asked Village Planner **Howland** to give an update. **Howland** explained that Ms. Kamps had provided the additional information that included the full floor plans of all the levels of her home and the responses to the specific regulations. **Howland** said that a couple items noted in the Staff Report were site

improvements and that the site plan that Ms. Kamps submitted, showing a parking lot in the back of the home for 6 parking spaces, was not drawn to scale, so they were concerned that it would be a bit tight. **Howland** said that she and **Lukas Hill** had been to the site and it did appear to be a bit tight so when Ms. Kamps applies for a permit to formalize her site plan, the Zoning Administrator would go through and make sure everything was to scale and if it needed to be expanded he would address it at that time. **Howland** also explained that there would be landscaping, and that some had already been provided along the east and west edges as a buffer. **Howland** said that a sign permit would be needed so **Hill** would review that. **Howland** said Ms. Kamps provided her narrative and one of the items was the understanding that she would be closing or relocating any home occupations that she had been operating. **Howland** reported that the initial rental inspections had been performed and there were no major issues that she was concerned about.

**Van Leeuwen-Vega** asked if there were any rules regarding two businesses of this type next to each other. **Howland** said there were no separation requirements. **Johnson** asked how the neighbors felt since there would be two of the same kind of businesses operating next to each other and if they were on good terms. Ms. Kamps said it was a little sketchy right now. **Martinus** said that his biggest concern was the neighbors and how disruptive this might be to them and, after visiting the site, felt that the parking was a concern. **Howland** said that she thought there would have to be modifications to the parking area, but that was why they issue permits, to make sure things were done correctly. **Martinus** and **Van Leeuwen-Vega** asked about the size of the sign. **Howland** said that the sign was a modest size because it was meant to have more of a residential character. **Johnson** asked if Ms. Kamps would continue to have the typical residential garbage pickup with the 96-gallon container. **Howland** said a dumpster enclosure was not allowed since it was supposed to maintain a residential character. **Martinus** asked about bedrooms and asked if there was a bedroom in the basement. Ms. Kamps said that there was a bed in the basement, and sometimes when her kids come home from work they would take a nap down there, but it was there when the Building Inspector came and she did not remove it because she felt like she was just going to carry on. **Martinus** asked if Ms. Kamps was going to conform to all the safety requirements for the potential of a person living in the basement. **Howland** said that was between the Building Official and the report that was generated for the rental inspection and if he was concerned that it was going to be used as a bedroom, then he will enforce egress requirements. **Howland** said that the other main concern had been home occupations that were already operating, but Ms. Kamps stated, in writing, that she would close or relocate them. **Bohnhoff** asked if the letter would work with issues of multiple businesses because it was so generic. **Howland** said that the letter was generic, but was all encompassing, so any other home occupation that would be operating, would have to end while the Bed & Breakfast was in operation. **Martinus** asked for clarification on **item h.** requiring the applicant comply with all verbal representations. **Howland** explained that Ms. Kamps would be held to anything that was stated at the meeting as well as anything documented in the meeting Minutes.

Motion by **Martinus**, second from **Nauta**, to approve the request from Hilda Kamps for a Special Land Use Permit and Site Plan Review to operate a Bed & Breakfast and provide minor associated site improvements at 205 East Savidge Street, Permanent Parcel Number 70-03-15-451-003. The following conditions apply:

- a. A total of six (6) parking spaces must be provided – two for the residence plus four for the guest rooms. A zoning permit must be obtained from the Zoning Administrator for the parking lot to ensure it will accommodate 6 parking spaces.

- b. A landscape buffer must be installed and maintained to the east and west of the parking area.
- c. A sign permit is required and must meet the requirements of the Zoning Ordinance.
- d. All issues documented following the rental inspection must be corrected and the property must pass a re-inspection.
- e. Any existing home occupations must cease operation on the premises.
- f. The applicant must comply with the Special Land Use Standards for Approval, including Section 20.4A and the Specific Requirements of Section 20.7, B.3 of the Zoning Ordinance.
- g. The applicant will comply with any other local, state, and federal laws, including revisions required by the Fire Chief and Village Engineer.
- h. The applicant will comply with all verbal representations.

All in favor, motion carried.

Yes: 6      No: 0

**6. STATEMENTS OF CITIZENS ON ITEMS NOT ON THE AGENDA**

There were no statements of citizens.

**7. ADJOURNMENT**

There being no further business, motion by **Van Leeuwen-Vega**, second from **Van Strate**, the meeting was adjourned at 8:12 p.m.

---

Jennifer Howland, Village of Spring Lake

---

Maryann Fonkert, Deputy Clerk