



**VILLAGE OF SPRING LAKE  
PLANNING COMMISSION**

**MINUTES  
REGULAR MEETING  
March 27, 2018 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 7:02 p.m.

**2. ROLL CALL**

Present: Bohnhoff, Johnson, Martinus, Nauta, and Van Strate.

Absent: Kauchek and Van Leeuwen-Vega

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

**3. APPROVAL OF THE AGENDA**

Motion by **Nauta**, second by **Van State**, to approve the agenda as amended, adding a review of the Draft Master Plan with Max Dillivan, Williams & Works. All in favor, motion carried.

Yes: 6                      No: 0

**4. APPROVAL OF THE MINUTES – November 28, 2017 regular meeting**

Motion by **Nauta**, second from **Johnson**, to approve the minutes from the November 28, 2017 regular meeting. All in favor, motion carried.

Yes: 6                      No: 0

**5. NEW BUSINESS**

**A. BARRETT BOAT WORKS:** The Planning Commission will consider a request for a development in the Waterfront Overlay District and a site plan review for a bathhouse facility expansion at Barrett Boat Works, Permanent Parcel Number 70-03-16-447-008.

**Howland** gave an overview of this project explaining that the use of the property would remain generally the same, and as a result of the building expansion, views of the water would be obstructed to a greater extent than was currently provided. **Howland** said that any required permits (DEQ, Soil Erosion & Sedimentation Control, etc.) would be required to be obtained prior to issuance of a building permit. **Howland** also explained that the building addition would be used to construct a new men's bathhouse and the existing structure would be renovated for a women's bathhouse. **Howland** said that the size of the addition is 760 sq. ft. and the roofline would remain the same and the exterior building materials would be CMU to match the existing building and a full review of the building construction plans would be conducted at the time the applicant submitted their building plans. **Howland** said no other site modifications were proposed.

Vice Chair **Bohnhoff** opened the public hearing at 7:03 p.m.

Scott Fransic, 722 Monarch, asked if there would still be an outside picnic area. Chuck Harloff, Barrett Boat Works, replied that there was a deck to the west and area to the east for gathering, and there were also existing pergola's. Mr. Harloff said they might add portable pergola's once the bathrooms were finished.

Motion by **Van Strate**, second by **Johnson**, the public hearing was closed at 7:05 p.m. All in favor, motion carried.

Yes: 6      No: 0

The **Planning Commission** felt this was a straight forward request and had no questions.

Motion by **Nauta**, second by **Martinus**, to approve the request from Barrett Boat Works for a development in the Waterfront Overlay District and a site plan review for a bathhouse facility expansion at Barrett Boat Works, Permanent Parcel Number 70-03-16-447-008.

- a. The project shall be built in compliance with the submitted site plan and elevation drawings.
- b. The applicant will comply with any other local, state, and federal laws, including revisions required by the Fire Chief and Village Engineer.
- c. The applicant will comply with all verbal representations.

All in favor, motion carried.

Yes: 6      No: 0

## **6. ADOPT A GARDEN PROGRAM GRAPHICS – Darcy Dye**

**Darcy Dye**, Adopt A Garden Coordinator, explained this year's projects and showed the Planning Commission signage designed by Lesley Van Leeuwen-Vega. **Dye** also shared that the Adopt A Garden had been placed under the direction of the Parks & Rec Board to make sure there would be a future for the program in the event she stepped down.

The **Commission** complemented **Dye** on the huge undertaking with the Adopt A Garden and the amazing job she was doing.

## **7. STATEMENTS OF CITIZENS ON ITEMS NOT ON THE AGENDA**

There were no statements of citizens.

## **8. Master Plan Distribution**

**Howland** explained that she had forgotten to include this item on the agenda and send the Planning Commission the link for them to review the draft Master Plan. **Howland** said that the next step was for the Planning Commission to recommend that Council distribute the draft plan for comment. **Howland** explained that this did not mean that the Planning Commission approved the draft plan, this was just saying that this was a draft and that it was ready to start gathering public comment. **Howland** said that once Council approved the distribution, State law required a 42-day public comment period before a public hearing was held.

Max Dillivan, William's & Work's, added that when it came to authorize the 42-day distribution letter to the adjacent municipalities and other entities, the date of the public hearing needed to be included on the letter. Mr. Dillivan also gave an overview of draft plan.

**Howland** apologized for not sending the link and that she would send it to the Planning Commission in the morning.

The **Planning Commission** discussed the Draft Master Plan and their part in the recommendation process.

Motion by **Nauta**, second from **Johnson**, to recommend to Village Council that they distribute the Draft Master Plan. All in favor, motion carried.

Yes: 6      No: 0

## **9. ADJOURNMENT**

There being no further business, the meeting adjourned at 7:48 p.m.

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Jennifer Howland, Village of Spring Lake

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Maryann Fonkert, Deputy Clerk