



**VILLAGE OF SPRING LAKE
PLANNING COMMISSION**

**MINUTES
REGULAR MEETING
May 22, 2018 7:00 PM**

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

1. CALL TO ORDER

Chairman **Kaucheck** called the meeting to order at 7:05 p.m.

2. ROLL CALL

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

Absent: None

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

3. APPROVAL OF THE AGENDA

Motion by **Bohnhoff**, second from **Nauta**, to approve the agenda as presented. All in favor, motion carried.

Yes: 7 No: 0

4. APPROVAL OF THE MINUTES – March 27, 2018 regular meeting

Motion by **Nauta**, second from **Van Strate**, to approve the minutes from the March 27, 2018 regular meeting correcting attendance for Van Leeuwen-Vega from present to absent. All in favor, motion carried.

Yes: 7 No: 0

5. NEW BUSINESS

A. 217 North Jackson Ave: The Planning Commission will consider a request for an expansion of a nonconforming structure pursuant to Section 3.18.D.1 of the Zoning Ordinance located at 217 North Jackson Street, Permanent Parcel

Number 70-03-15-330-005. The request pertains to a proposed screened in covered porch over an existing deck.

Chairman **Kaucheck** introduced this item and asked Mr. & Mrs. Yonkers to explain their request.

Mrs. Yonkers explained that a few years ago they had to remove a diseased tree from their yard eliminating their shade. Mrs. Yonkers said that because the shade was now gone, it was too hot to sit on their deck so they were asking to put a roof over the deck and screen it in.

Kaucheck asked the Commission if they had any questions for the Yonkers before they opened the Public Hearing. The Commission had no questions at this time.

Chairman **Kaucheck** opened the Public Hearing at 7:05 p.m.

There were no comments from the public.

Motion by **Nauta**, second from **Van Strate**, the Public Hearing closed at 7:05 p.m. All in favor, motion carried.

Yes: 7 No: 0

Van Leeuwen-Vega asked if the panels would pop out and would this eventually be a 4-season room. Mrs. Yonkers said that the panels would pop out so they could be cleaned and they were not interested in turning the deck into a 4-season room. There were no other questions from the Commission and they all agreed that this was a nice addition to the home.

Motion by **Martinus**, second from **Van Strate** to approve the request by Robert Yonkers for an expansion of a nonconforming structure pursuant to Section 3.18.D.1 of the Zoning Ordinance located at 217 North Jackson Street, Permanent Parcel Number 70-03-15-330-005. The request pertains to a proposed screened in covered porch over an existing deck and meets criteria of Section 3.18, D, 1. The following conditions apply:

- a. The addition shall be built in compliance with the submitted site plan and elevation drawings.
- b. The addition may be reduced in height or area without further review by the Planning Commission.
- c. The applicant will comply with any other local, state, and federal laws.
- d. The applicant will comply with all verbal representations.

All in favor, motion carried.

Yes: 7 No: 0

B. Discuss Draft Master Plan: Williams and Works will walk the Planning Commission through the draft master plan and answer any questions. The formal public hearing will take place at the June 26th meeting. The draft master plan is available for review on the Village website at www.springlakevillage.org.

David Jirousek from Williams and Works was present and reviewed and discussed the draft Master Plan with the Planning Commission. Mr. Jirousek explained the purpose and intent, process and scope, and the future land use map of the Master Plan and shared the 8 goals that the Master Plan Steering Committee felt were the most important for the Village, which included creating a cohesive look and feel for the Village, create a downtown destination, improve parks, create mobility, protect water resources, improve the Village gateways, continued multijurisdictional cooperation, a variety of housing types.

The **Commission** discussed the goals and policies with Mr. Jirousek and **Howland**. The **Commission** also discussed annual reviews of the Master Plan to reevaluate and make sure the Village was on track to meet their goals.

C. Review of the Fiscal Year 2018 Capital Improvement Plan: Village Manager Chris Burns will present the Fiscal Year 2018 Capital Improvement Plan for review and recommendation by the Planning Commission.

Manager **Burns** reviewed the 5 Year Capital Improvement Plan with the **Planning Commission**.

6. STATEMENTS OF CITIZENS ON ITEMS NOT ON THE AGENDA

Darcy **Dye**, 114 Fruitport Rd., updated the Commission on the Adopt-a-Garden spring plantings that reported that she now has 78 volunteers.

7. ADJOURNMENT

There being no further business, motion by **Nauta**, second from **Bohnhoff**, the meeting was adjourned at 8:50 p.m.

Jennifer Howland, Village of Spring Lake

Maryann Fonkert, Deputy Clerk