



**VILLAGE OF SPRING LAKE
PLANNING COMMISSION**

**MINUTES
REGULAR MEETING
January 28, 2020 7:00 PM**

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

1. CALL TO ORDER

Chairman **Bohnhoff**, called the meeting to order at 7:10 p.m.

2. ROLL CALL

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

Absent: Van Strate

3. APPROVAL OF THE AGENDA

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

Yes: 6 No: 0

4. APPROVAL OF THE MINUTES: December 17, 2019 regular meeting

Motion by **Nauta**, second from **Drooger**, to approve the minutes from the December 17, 2019 regular meeting. All in favor, motion carried.

Yes: 6 No: 0

5. AMENDMENTS TO THE RULES OF PROCEDURE

Chairman **Bohnhoff** introduced this item.

Howland gave an overview of the amendments to the Rules of Procedure that included reducing the number of Planning Commission member from 9 to 7 members, reduce the number of votes required from 5 members to 4 members to reflect the lower membership, require all members to be qualified Village electors, an attendance section allowing no more than two missed meetings per fiscal year and a training section was added. **Bohnhoff** asked if the training was the annual training from Ottawa County. **Howland** said that Council was interested in regular education for all

Board members, especially the Planning Commission. **Howland** explained that there was a program through the MSU Extension called “Citizen Planner”, which was a more robust, in-depth training, but they would try to give multiple options and let the Commission know when trainings would take place. **Drooger** asked if there was an attendance issue because he may have a problem because of travel. **Howland** said attendance was good at this time but there had been issues in the past and the intent was to have members on the Board that were able to commit to the regularly scheduled meetings. **Drooger** asked if there were approved absences. **Howland** said that she thought they would consider absences on a case by case basis but communicating an absence to the Chair and Village manager was the most important.

Motion by **Johnson**, second from **Van Leeuwen-Vega**, to approve the Amended Rules of Procedure that include the following:

1. Reduce membership from 9 members to 7 members
2. Reduce number of votes required to amend the rules from 5 to 4 to reflect majority of 7-membership board.
3. Require that all members be qualified village electors.
4. Added attendance section and requirements.
5. Added training section and requirements.

All in favor, motion carried.

Yes: 6 No: 0

6. NEW BUSINESS

- A. 124 West Savidge Street:** The Planning Commission will consider a request for a Site Plan Review for façade improvements located at Well Adjusted Chiropractic, 124 West Savidge Street, permanent parcel number 70-03-15-382-019.

Michael Weiss owner of Well Adjusted Chiropractic, 124 W Savidge St., explained that he was requesting two exceptions from the CBD-1 design standards for the facade remodel he was proposing. Dr. Weiss said that one of the exceptions was to reduce transparency by eliminating a window that was partially covered by an interior wall of a treatment room. Dr. Weiss introduced Rich Buitenhuis to explain the rest of the details of the project.

Rich Buitenhuis, Buitenhuis Building & Design, 504 Clinton, Grand Haven, explained that the second exception they were requesting was to add vertical siding above the windows on the west elevation to break up a 90-foot-long by 18-foot-tall brick wall and then again above the first roofline of the north elevation. Mr. Buitenhuis went over the renderings provided with the Planning Commission.

Drooger asked what the logic was behind the Ordinance not allowing vertical siding and **Johnson** asked how long it had been in effect. **Howland** said that it had been many years since the Ordinance had been changed and it might have

been a reflection of the old T1-11 siding that was not attractive. **Van Leeuwen-Vega** said it was also to stay away from the “pole barn” look. **Howland** said that in the new Zoning Ordinance they were looking at reflecting newer materials and giving better examples of what they were trying to avoid and/or trying to encourage. **Bohnhoff** asked if they approved covering the window, would it be setting the Planning Commission up for issues in the future. **Howland** said that with a treatment room behind it and it had been covered for a long time, they were not adding transparency as it was so they would not be reducing transparency by covering it.

Mr. Buitenhuis walked the Commission through the materials and colors they were proposing to use on the rest of the project. **Howland** asked to clarify that the lower smooth panels would be stone or a composite mimicking stone because that was one of the areas that required brick, decorative concrete block or a material that would match with that. Mr. Buitenhuis asked about using a flag stone surface or cement board. **Howland** said that cement board was only allowed above the first floor. Mr. Buitenhuis said that there was a term that said mimicking stone. **Howland** asked Mr. Buitenhuis to bring in samples for Zoning Administrator Lukas Hill to approve. Mr. Buitenhuis asked if the backdrop of the lighted sign could be metal. **Howland** said that if it was part to the sign area and met the maximum signage area allowed, yes it could metal. **Howland** asked to verify that they were planning to use cement board/board & baton on the vertical pieces and hoping to use a cement board material to mimic a stone or stone type product for the lower sections. Mr. Buitenhuis said they were.

Motion by **Drooger**, second from **Martinus**, to approve the request for a Site Plan Review for a façade update at Well Adjusted Chiropractic, located at 124 West Savidge Street (parcel #70-03-15-382-019), subject to the following conditions:

- a. An exception from the CBD-1 design standards is granted to allow for a reduction in the transparency for the north elevation to remove a 63 sq. ft. section of existing window.
- b. An exception from the CBD-1 design standards is granted to allow installation of a vertical architectural detail above the windows on the west elevation and on the north wall above the first roof line.

All in favor, motion carried.

Yes: 6

No: 0

7. STATEMENTS OF CITIZENS ON ITEMS NOT ON THE AGENDA

There were no statements of citizens.

8. ADJOURNMENT

Motion by **Nauta**, second from **Van Leeuwen-Vega**, the meeting adjourned at 7:43 p.m. All in favor, motion carried.

Yes: 6

No: 0

Jennifer Howland, Village Planner

Maryann Fonkert, Deputy Clerk