

VILLAGE OF SPRING LAKE
PLANNING COMMISSION

MINUTES
REMOTE ELECTRONIC MEETING
August 25, 2020
7:00 PM



Pursuant to Executive Order No. 2020 – 129, the Village of Spring Lake will conduct its business virtually to mitigate the spread of COVID-19.

1. **CALL TO ORDER**

Chairmen **Bohnhoff** called the meeting to order at 7:00 p.m.

2. **ROLL CALL**

Present: Bohnhoff, Drooger, VanderMeulen, Van Leeuwen-Vega, and VanStrate

Absent: Johnson

3. **APPROVAL OF THE AGENDA**

Motion by **Drooger**, second from **Van Leeuwen-Vega**, to approve the agenda as presented. All in favor, motion carried.

Yes: 5 No: 0

4. **APPROVAL OF THE MINUTES:** July 28, 2020 meeting.

Motion by **Van Leeuwen-Vega** second from **Drooger**, to approve the minutes from the July 28, 2020 regular meeting. All in favor, motion carried.

Yes: 5 No: 0

5. **STATEMENTS OF CITIZENS – AGENDA ITEMS ONLY**

There were no statements of citizens.

6. **PUBLIC HEARINGS**

A. **302 N Jackson Street:** Special Use to expand a non-conforming dwelling.

Chairman **Bohnhoff** introduced this item and asked **Hoisington** to give an overview. **Hoisington** explained that the applicant, Darcy Clark, was requesting to expand her single-family home located at 302 N Jackson Street by adding a 252 square foot addition to the porch on the west side of the home. **Hoisington** said that the existing home had a non-conforming 5' side yard setback and the SFR-A required a 10' side yard setback, and the front yard setback was less than the

required 25' but was considered conforming due to the average setback of the two properties to the north.

Chairman **Bohnhoff** opened the Public Hearing at 7:08 p.m.

Applicant Darcy Clark explained that she wanted to extend her porch across the front of her house but because of the Zoning setback requirements she was not allowed to go all the way to the end, so she was asking for that additional 5'. **Van Leeuwen-Vega** asked if the home was conforming in the front yard. Clark said that it was conforming.

Motion by **Drooger**, second from **VanLeeuwen-Vega**, to close the Public Hearing at 7:14 p.m. All in favor, motion carried.

Yes: 5 No: 0

The **Planning Commission** discussed this item and felt it was a reasonable request.

Motion by **Drooger**, second from **Van Leeuwen-Vega**, to approve the request by Darcy Clark for a 252 square foot expansion of a nonconforming structure pursuant to Section 390-25.D.1, which is located at 302 N Jackson Street (Parcel No. 70-03-34-228-002). This is based on the application meeting the requirements of the Spring Lake Village Zoning Ordinance. This motion is subject to, and incorporates, the following report.

Report of Findings – 302 N Jackson Street

The application meets the special land use standards of Section 390-199 of the Zoning Ordinance. Specifically, the Planning Commission finds as follows:

1. That the use is designed and constructed, and will be operated and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will not change the essential character of the area in which it is proposed.
2. The use is, or will be, served adequately by public services and facilities, including, but not limited to streets, police and fire protection, drainage structures, refuse disposal, water and sewer facilities and schools.
3. The use does not involve activities, processes, materials and equipment or conditions of operation that will be detrimental to any persons, property or the general welfare by reason of traffic, noise, smoke, fumes, glare or odors.
4. The site plan proposed for such use demonstrates compliance with the special land use specific requirements contained in § 390-199 of the Zoning Ordinance.

All in favor, notion carried.

Yes: 5 No: 0

7. NEW BUSINESS

- A. 108 E Savidge: Site Plan Review application to install a new pre-manufactured shed.

Chairman **Bohnhoff** introduced this item and asked **Hoisington** to give an

overview. **Hoisington** explained that the applicant, Bruce Callen of Callen Engineering, has asked to have a new storage shed, barrier free ramp, landscaping, and related improvements added to his property. **Hoisington** also explained that what started was a simple Site Plan Review application for a small 112 sqft shed has grown into a complicated application that has several other implications for the Planning Commission to consider and based on the discussions, the Planning Commission could decide if a text amendment changing the requirements for site plan approval was desired or if the Commissioners want to uphold the current site plan review standards. **Hoisington** said that Callen was “in the business” of development, so he was familiar with the Village ordinances and after receiving the plan review memo from staff, he countered with several valid points regarding the required screening.

The **Planning Commission** discussed these requests and agreed they were straight forward enough that staff could review and make these decisions. The Planning Commission directed staff to draft a text amendment to allow administrative approval for minor amendments to site plans.

Motion by **Van Leeuwen-Vega**, second from **VanderMeulen**, to conditionally approve the request by Bruce Callen, for Callen Engineering, for a new 16’ x 7’ storage shed and sign for the property located at 108 E Savidge Street (Parcel No. 70-03-15-383-003). This is based on the application meeting the requirements of the Spring Lake Village Zoning Ordinance. This motion is subject to the following conditions:

1. Applicant shall provide staff with a revised landscaping plan that is compliant with the ordinance.
2. Applicant shall provide an updated site plan with a revised sign location or shall receive a variance from the Village Zoning Board of Appeals for the proposed sign location.

All in favor, motion carried.

Yes: 5 No: 0

B. 411 W Savidge Street: Site Plan Amendment for Dumpster Enclosure of Brooklyn Bagel

Hoisington explained that Brooklyn Bagels (i.e. Savidge Six LLC) was requesting permission for a minor site plan amendment regarding the dumpster enclosure at 411 W Savidge Street (Parcel # 70-03-15-356-001) pursuant to Section 390-192.D regarding the landscaping standards in Section 390-159.I.1. A previous minor amendment to the enclosure was approved at the June 23, 2020 meeting. **Hoisington** said this minor amendment was requested because the constructed enclosure did not match what was approved in both type and quality of materials. Rather than require the applicant to tear down and rebuild the enclosure, the Planning Commission conditionally approved the minor amendment and allowed the enclosure to remain, but required the following items as conditions of approval: screening the enclosure with arborvitae, closing the gaps between the bollards and the gate, and painting the bollards to match the enclosure. **Hoisington** explained that the gaps and painting issues have been resolved, but the landscaping was pending dependent on this minor amendment request. The requested amendment would allow the rear wall of the enclosure be exposed to

allow for a painted mural that would be visible from the adjacent trail.

Stanford-Butler explained that Kim Van Kampen offered the north side of the dumpster enclosure to be used for a mural which would have a smooth piece of aluminum attached for the canvas. Arborvitae would be planted on the east and west side of the enclosure as per the conditions of approval for the previous amendment request. Robert **Lopez** shared photos of the dumpster enclosure.

Chairman **Bohnhoff** asked if there had been any thought to creating a walkway where people will be cutting through the grass area from the trail to Brooklyn Bagels. **Lopez** said that if that becomes a problem, they would create a walkway. **VanderMuelen** asked if the irrigation had been or was going to be repaired so that the newly planted arborvitae would live. **Lopez** said the irrigation issues had been corrected. The **Planning Commission** agreed they were very supportive of Brooklyn Bagels and Art in the Park and had no problem with this request.

Motion by **Van Leeuwen-Vega**, second from **VanderMeulen**, to conditionally approve the request by Brooklyn Bagels for a minor site plan amendment located at 411 W Savidge Street to modify the dumpster enclosure materials to allow for the rear wall of the enclosure to remain unscreened. This motion is subject to the following conditions:

1. A mural shall be painted and maintained on the wall in good condition.

All in favor, motion carried.

Yes: 5 No: 0

8. STATEMENTS OF CITIZENS – NON-AGENDA ITEMS ONLY

There were not statements of citizens.

9. COMMENTS OF PLANNING COMMISSIONERS

Van Leeuwen-Vega asked if they would need to vote on a new member for the Planning Commission. **Fonkert** explained that applications were being taken to fill the empty seat.

10. ADJOURNMENT

Motion by **Van Leeuwen-Vega**, second from **Van Strate**, the meeting adjourned at 7:49 p.m. All in favor, motion carried.

Yes: 5 No: 0

Cassandra Hoisington, Village Planner

Maryann Fonkert, Deputy Clerk