

**CITY OF HUDSONVILLE  
Planning Commission Minutes**

August 19, 2020

(Draft)

**3523 Highland Drive – Altron Automation – Site Plan Amendment**

**3500 New Holland Street – Grace Community Church – Site Plan Amendment**

**3620 Chicago Drive – Talsma Furniture – Site Plan Amendment**

**5340 Plaza Avenue Suite E – Fit Body Bootcamp – Special Use Permit**

**5799 Balsam Drive – Aukeman Development Company – Informal Preliminary PUD**

Chairman VanDenBerg called the meeting to order at 7:02 p.m.

Present: Altman, Bendert, Northrup, Nyitray, Raterink, Schmuker, Staal, Waterman, VanDenBerg

Absent: None

**PUBLIC COMMENTS (Non agenda items) - none**

1. A motion was made by Raterink, with support by Northrup, to approve the minutes of the July 15th, 2020 Planning Commission meeting.

Yeas 8, Nays 0

**2. 3523 Highland Drive – Altron Automation – Site Plan Amendment**

Kyle Visker from Land and Resource Engineering was present.

The staff report was presented.

Altron Automation submitted this amendment so they can add 44 parking spaces along the north side of their building to handle employee growth. They received rezoning approval from the City Commission for the additional 1.27 acres needed for this request. Due to a glitch with the virtual meeting, City Commission needs to ratify their meeting to make it final.

The following discussion took place:

- Question on lighting for security? The lighting was reviewed. Current parking lot is lit. If the current lighting is ok then adding lighting might be too much.
- Suggested to install wiring for minimum future lighting.
- Satisfied with the number of trees on the berm? Yes, minimum size requirement added as a condition.
- Would the future dumpster location be screened? They would a dumpster enclosure required by city standards. Asked that Altron alert us when they decide to do this work to get final approval.
- Will the future parking get reviewed again? Yes, when they do the rest of the parking lot it will need to be reviewed again as a site plan amendment.
- Public Comment had an error on City Commissions meeting to approve the zoning change, but it had a unanimous approval, so they can move forward with work if this gets approved.

A motion was made by Patrick, with support by Raterink, to approve the Altron Automation Site Plan Amendment for a 44-space parking lot addition at 3523 Highland Drive. This approval is based on the finding that all of the site plan review standards from Section 15-2 A of the Hudsonville Zoning Ordinance are met with the following conditions:

1. The evergreen trees need to be at least 5' tall when installed.
2. Approval is subject to ratification of the rezoning by the City Commission.
3. Future dumpster location must get city approval before construction.

Yeas 8, Nays 0

### **3. 3500 New Holland Street – Grace Community Church – Site Plan Amendment**

Doug Vande Guchte the representative of Grace Community Church is present.

The staff report was presented.

Grace Community Church has submitted a site plan amendment for a 1,280 s.f. accessory building in the southeast corner of the property. They are also constructing a 667 s.f. addition on the back of the church.

The following discussion took place:

- The applicant made note that the fire hydrant to the west of the property that is within a grass was approved on the site plan that was submitted around 2006. The hydrant is in a depression area in the lawn as well, not at grade with the parking lot.
- The applicant said he is willing to add an 18" extension to make it more prominent than it is now, rather than moving it. The cost to move it would be significant.
- It was recommended for the hydrant to be researched on if it needs to be moved. Is the request related to the garage? If so then it is relevant to speak on it. But if not then this shouldn't be mandated for the garages approval.

- Is the church keeping a pathway clear to this hydrant? No, and it is 28 ft from the pavement.
- For the building addition, there will be no ingress egress changes to the building, the storage addition will just square off a triangle piece on the back of the building.

A motion was made by Northrup, with support by Raterink, to approve the Grace Community Church Site Plan Amendment for a 1,280 s.f. accessory building, and a 667 s.f. church building addition at 3500 New Holland Street. This approval is based on the finding that all of the site plan review standards from Section 15-2 A of the Hudsonville Zoning Ordinance are met with the following conditions:

1. Add two evergreen trees that meets zoning standards along the east side of the accessory building.
2. The fire hydrant recommended to be moved by the fire chief will be researched to see if it needs to be moved based on it being needed for the accessory building or the building addition, or because it was incorrectly located in the first place.
3. The floodlight on the front of the accessory building must be shielded to prevent spillover onto adjacent property and to prevent adverse effects on motorist visibility on New Holland Street.

Yeas 8, Nays 0

#### **4. 3620 Chicago Drive – Talsma Furniture – Site Plan Amendment**

Tim Talsma was present.

The staff report was presented.

Talsma Furniture has submitted a site plan amendment for a 13,434 s.f. building addition and parking lot expansion to the west side of their building along Chicago Drive. They went to the Zoning Board of Appeals where the following variances were approved, a reduction of the required amount of parking from 1.5 spaces per 1,000 s.f. to 1.25 spaces per 1,000 s.f., a reduction of the landscape buffer width requirement from 20' to 0' along Chicago Drive in accordance with Section 8-4 B. 2. of the City of Hudsonville Zoning Ordinance. They also applied for 250 s.f. of wall signage where 150 s.f. is permitted but that request was denied.

The following discussion took place:

- Is there a pathway planned for the site plan? Yes, along Chicago Drive.
- The 3D building renderings give an idea of building appearance but they do not match the site design.
- The westernmost driveway is a shared driveway with the neighboring property via an easement.
- The triangle where the two separate one-way lanes start at the center of the front parking lot, is that too tight for two cars to park? It was discussed to allow for that to occur to obtain adequate parking. The use of that parking spot may be slim.

- Moving the accessible parking space next to the striped center triangle to have the western space ADA accessible and fill in the eastern space with hatching. Larger hatching area by entrance solves the backing up issue.
- Are the three additional spots shared with the property to the west part of an easement agreement? The three spots on adjacent property are there through an easement and will be part of a site plan that will come before Planning Commission in the future from the western adjacent property.
- The pathway for pedestrians is to be installed by Talsma but maintained by whom? The city would maintain the pathway after Talsma installs it.
- Is the East elevation going to match the rest of the renovation to the building façade? The architecture of the East elevation will match the rest of the building.

A motion was made by Staal, with support by Waterman, to approve the Talsma Furniture Site Plan Amendment for a 13,434 s.f. building addition at 3620 Chicago Drive. This approval is based on the finding that all of the site plan review standards from Section 15-2 A of the Hudsonville Zoning Ordinance are met with the following conditions:

1. Add striping for the pedestrian crossings through the driveways.
2. Soil borings are required for the infiltration area.
3. Add one more tree-type.
4. Provide details for each type of lighting.
5. The lighting must be shielded to prevent spillover onto adjacent property and to prevent adverse effects on motorist visibility on Chicago Drive.
6. Adjust the driveway access agreement and have it recorded.
7. The loading dock driveway needs to remain 8' from the property line. Final engineering approval of the design is required.
8. Move the ADA hatching and parking west alongside the triangle splitting the east and west angled parking.

Yeas 8, Nays 0

#### **5. 5340 Plaza Avenue Suite E – Fit Body Bootcamp – Special Use Permit**

Chairman VanDenBerg opened the public hearing.

Jennifer Johnston, Josiah Vandy Bogurt, and Paddy Raschke were present from Fit Body Bootcamp.

The staff report was presented.

This is a Special Use Permit request to hold outdoor fitness classes in their parking lot. The intent is for this to be a temporary use while they are not permitted to hold indoor classes and as weather permits. This request is reviewed a little differently, knowing it is not a permanent use. They were holding classes outside until they were made aware a Special Use Permit is required.

Their intent is to hold classes in the area shown on the attached drawing. Classes will be held Monday to Friday at 6 a.m., 8 a.m. and 5 p.m. They may add a 9 a.m. class. The 5 p.m. class may change to 5:30 p.m. On Saturday there is a class at 8 a.m.

Chairman VanDenBerg closed the public hearing.

The following discussion took place:

- Did they put up cones or tape to prevent traffic in the area for classes? They had cars and cones blocking the area.
- Is this allowed to be run through the end of 2021 regardless of executive orders? Written to allow as long as they aren't allowed into their building due to executive orders, when the orders are lifted the permit would expire at that time.
- If the executive order is lifted, then brought back what happens? Then they can continue to hold outdoor classes through the end of 2021. If this continues past that then they can ask for an extension. They would come back to Planning Commission but wouldn't have to submit another application, so there wouldn't be additional expense.

A motion was made by Schmuker, with support by Northrup, to approve a Special Use Permit for 5340 Plaza, Suite E in accordance with Section 17.13 A. of the City of Hudsonville Downtown Zoning Ordinance to allow for outdoor fitness classes until the end of 2021 while executive orders prevent full use of their facility.

Yeas 8, Nays 0

#### **6. 5799 Balsam Drive – Aukeman Development Company – Informal Preliminary PUD**

Bill Aukeman was present.

The staff report was presented.

This is an informal review of the preliminary plan which is intended as a review of the concept. The PUD will need to be amended so it meets the minimum criteria of 5 acres for a residential PUD.

The following discussion took place:

- Connection to Elmwood Pathway being retained? Need to discuss with Elmwood Commerce Center.
- Options to connect to the pathway other than via the private drive becomes challenging for building layout. Possibly extending the asphalt from the street would work, but snow would be an issue. The location would be interrupted by driveways and guest parking. Vehicles could end up being parked over what would be the path. Using striping symbols and signage to show the bike path would be a good way to distinguish it from the road.
- Need to make sure people know the path extension is there and even though it is a private road they can use it, but with it being attached to the road there are safety concerns.
- Having signage would be a good idea in the Elmwood Commerce Center to make it clear the pathway connection can be used by everyone, if an easement agreement is made.

- Where would the pathway connection be located? Widen the road from 24' to 28' from Elmwood Commerce Center to the Elmwood pathway connection then paint 8' lines for a bike lane rather than a separate pathway from the roadway since that would then interfere with driveways.
- The path connection wouldn't be a trailhead, just a local connection to the businesses in the complex as an entry point. This could be done with a subdued design if we did the road widening and painted lines versus the separate pathway. Other locations for the pathway link were discussed. Get an easement with the Elmwood Commerce Center if the city needed to maintain it.
- What is the easement through Elmwood Commerce Center now in terms of access? It was intended for access to the applicant's property, a 66' easement to Balsam Drive. It is for the property versus the public. There was understanding that the current pathway was built knowing it would be moved down the line.
- The majority of pathway traffic seems to be from local neighborhoods. The goal is to enhance use of the trail. People tend to park in Elmwood Commerce Center rather than on a residential street with access like Elm Avenue.
- Based off the universal design goal for the applicant's development, using the pathway system that would be separate from the road would consider future resident's access and safety in a better way. Off street is also preferable for safety in general.
- Putting in generic sidewalks versus an asphalt pathway would be a compromise along the north side of the road. 30' of distance between the garage doors and the roadway as far as space for a pathway or sidewalk.
- What type of curbing will be in place for this site? No curbing along the roadway, valley gutter which gives a flow line for the water.
- Future possible road connection from this development into the property to the east.
- Think about pathway connection to the Elmwood path from the future development to the east as well.
- When do we see floor plans and elevations? Floor plans and elevations would be part of the Final PUD. We can do informal final and formal preliminary at the same time if it is ready.

A motion was made by Waterman, with support by Raterink, to approve the Statement of Findings and Recommendations for the Flats at Elmwood Lake Preliminary PUD at 5799 Balsam Drive for 6 residential duplex buildings. This approval is based on the finding that the informal Preliminary PUD standards from Section 11-8 B of the Hudsonville Zoning Ordinance have been affirmatively met for the Flats at Elmwood Lake Preliminary PUD as follows:

- There is definite benefit and consistency with the city's Master Plan. There is a high demand for additional housing in the region. This project provides a housing option of rental duplex units which are an option with minimal opportunities in the area. The Master Plan also encourages connectivity which is provided both via a private road that will be connected to future development north of this property as well as through a non-motorized trail that will enable better pedestrian connectivity.

- No additional studies are needed due to the size of this complex.
- This plan meets the regulations as set forth with the proposed deviations as presented with the following conditions:
  1. The PUD will need to be amended so it is a minimum of 5 acres.
  2. Provide improved non-motorized access to the Elmwood Trail.
- A public hearing has been requested for September 16, 2020.

Yeas 7, Nays, Abstain 1 (Northrup)

### **7. Vice Chair Election**

The Planning Commission needs to fill the vice chair vacancy left by Virgil Leatherman.

Motion by Northrup, with support by Waterman, to appoint Jules Schmuker as Vice Chair of the Planning Commission.

Yeas 8, Nays 0

### **Discussion**

- Accessory Building maximum for the draft zoning ordinance is being researched
- The planning and zoning magazine is about outdoor uses during COVID-19 so that is a perfect read for this time
- When are eastbound lanes on I-196 opening back up? The end of October.

### **8. ADJOURNMENT**

A motion was made by Northrup, with support by Staal, to adjourn at 9:33 p.m.

Respectfully Submitted,  
Sarah Steffens  
Planning / Zoning Assistant