

**MUSKEGON CHARTER TOWNSHIP
PLANNING COMMISSION MINUTES
PC-20-1
January 13, 2020**

CALL TO ORDER

Chairperson Bouwman called the meeting to order at 7:00 p.m.

ROLL

**Present: Hower, VandenBosch, Hughes, Singerling, Frein,
Borushko, Bouwman**

Absent: None

Excused: None

**Also present: Planning and Zoning Administrator Brian
Werschem, Recording Secretary Andria Muskovin,
Fire Marshal Mark Nicolai and 3 guests.**

Elections of Officers

**VandenBosch nominated Bouwman for Chair, second by Hower. Bouwman
accepted the nomination. No other nominations were made.**

**Yeas: Hower, VandenBosch, Hughes, Singerling, Frein, Borushko,
Bouwman**

Nays: None

**Hower nominated Singerling for Vice-Chair, second by Borushko.
Singerling accepted the nomination. No other nominations were made.**

**Yeas: Hower, VandenBosch, Hughes, Singerling, Frein, Borushko,
Bouwman**

Nays: None

**Borushko nominated Frein for Secretary, second by VandenBosch. Frein
accepted the nomination. No other nominations were made.**

**Yeas: Hower, VandenBosch, Hughes, Singerling, Frein, Borushko,
Bouwman**

Nays: None

Approval of Agenda

**Motioned by Singerling supported by Borushko to approve the amended
January 13, 2020 agenda adding PC meeting schedule for 2020 as item
number 2 under new business.**

Motion carried.

Approval of Minutes

Motioned by Singerling supported by Borushko to approve the minutes of November 12, 2019 as presented.

Motion carried.

Communications

Board Minutes for November 4, 2019 & Special Meeting November 5, 2019 & November 18, 2019 & December 2, 2019 & Special Meeting December 12, 2019 & December 16, 2019

Staff Report acknowledged

Unfinished business -

None

New Business

1. PC 20-01 Site Plan

Name: RVR Properties, LLC
Address: 1641 Walker
PP# 61-10-026-300-0035-00
Zoning: Industrial Park (IP)

Purpose: 40x100 Addition including an office, a restroom and vehicle storage.

RVR Properties has operated their portable restroom company at 1651 and 1641 S Walker Road for quite some time. In 2019 the facility at 1651 S. Walker suffered a total loss due to fire. The applicant continues to try and operate his business primarily out of this 1641 S. Walker building while they recover from the loss.

Their request is to add a 40x100 addition to the existing structure at 1641 S. Walker and include an office, restroom and indoor vehicle storage to assist in keeping the business in operation.

Each site plan shall conform to all applicable provisions of this chapter and the following standards:

- (1) All elements of the site plan shall be designed to take into account the site's topography, the size and type of the lot, the character of adjoining property and the type and size of buildings. The site shall be developed so as not to impede the normal and orderly development or

improvement of surrounding property for uses permitted in this chapter.

PC believes the overall topography on this large lot is altered so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this chapter.

- (2) The landscape shall be preserved in its natural state, insofar as practical, by removing only those areas of vegetation or making those alterations to the topography which are reasonably necessary to develop the site in accordance with the requirements of this chapter. Landscaping shall be preserved and/or provided to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property.

PC believes that very little if any actual landscaping is being removed.

- (3) Storm water and erosion protection.

- a. Appropriate measures shall be taken to ensure that removal of surface waters will not adversely affect neighboring properties, the public storm water drainage system, or nearby bodies of water.

PC believes the detention basin modifications is adequate to manage storm water onsite.

- b. Provisions shall be made to accommodate storm water, prevent erosion and the formation of dust.

PC believes adequate measures have been taken to accommodate storm water, prevent erosion and the formation of dust.

- c. The use of detention/retention ponds may be required.

Detention ponds are proposed to accommodate storm water.

- d. Surface water on all paved areas shall be collected at locations so that it will not obstruct the flow of vehicular or pedestrian traffic or create standing water that may interfere with this traffic.

PC believes that surface water will not obstruct the flow of vehicular or pedestrian traffic or create standing water that may interfere with this traffic as it currently exists.

- e. Areas of natural drainage such as swales, wetlands, ponds, or swamps shall be protected and preserved insofar as practical in their natural state to provide areas for natural habitat, preserve drainage patterns and maintain the natural characteristics of the land.

PC believes that this project, as proposed, will have no effect on the natural drainage such as swales, wetlands, ponds, or swamps.

- f. Catch basins or other protective measures may be required to contain oil filters or traps to prevent contaminants from being discharged to the natural drainage system. Other provisions may be required to contain runoff or spillage from areas where hazardous materials are stored, or proposed to be stored.

PC believes adequate measures have been taken to accommodate runoff and spillage.

- g. Compliance with the requirements of [section 58-487](#) shall also be demonstrated.

Section 58-47 provisions shall apply to all businesses and facilities, including private and public facilities, which use, store or generate hazardous substances and polluting materials in quantities greater than 100 kilograms per month, equal to about 25 gallons or 220 pounds, and which require site plan review under the provisions of this article or other township ordinances. This project will produce no additional hazardous beyond the existing measures of protection.

- (4) The site plan shall provide reasonable, visual and sound privacy for all dwelling units located therein. Fences, walks, barriers and landscaping shall be used, as appropriate, for the protection and enhancement of property and for the privacy of its occupants.

PC believes that the landscape plan and layout does provide for this privacy. No dwelling units located therein.

- (5) Every structure or dwelling unit shall have access to a public street, unless otherwise provided in an approved PUD.

PC believes that public street access is existing and adequate.

- (6) A pedestrian circulation system which is insulated as completely as reasonably possible from the vehicular circulation system shall be provided.

PC believes the pedestrian circulation system is existing and adequate.

- (7) Safe, convenient, uncongested, and well-defined vehicular and pedestrian circulation within the site shall be provided. Drives, streets and other elements shall be designed to promote safe and efficient traffic operations within the site and at its access points.

PC believes that the site plan accommodates safe, convenient, uncongested, and well-defined vehicular and pedestrian circulation within the site and the drives, streets and other elements are designed to promote safe and efficient traffic operations within the site and at its access points.

- (8) The arrangement of public or common ways for vehicular and pedestrian circulation shall be connected to existing or planned streets and pedestrian or bicycle pathways in the area.

PC believes this is existing and adequate.

- (9) All streets shall be developed in accordance with [chapter 42](#), subdivisions and the county road commission specifications.

No streets proposed as part of this application. Not applicable.

- (10) All buildings or groups of buildings shall be arranged so as to permit necessary emergency vehicle access as required by the fire and police departments.

PC believes this is existing and adequate. Approved by the Fire inspector.

- (11) The site shall be adequately served by water supply and sewage collection and/or treatment.

Site is on municipal water and sewer and determined adequate.

- (12) All loading or unloading areas and outside storage areas, including refuse storage stations, shall be screened from view of the street and/or adjacent properties by a vertical screen consisting of structural or plant materials.

PC believes the proposed is adequate.

- (13) Exterior lighting shall be arranged so that it is deflected away from adjacent properties and so that it does not impede the vision of traffic along adjacent streets.

PC believes all exterior lighting proposed remains onsite and no light trespass is occurring onto neighboring properties.

- (14) Site plans shall conform to all applicable requirements of state and federal statutes and approval must be conditioned on the applicant receiving necessary state and federal permits before final site plan approval or an occupancy permit is granted.

This should be a condition of approval.

Motion by Borushko seconded by Hower to approve site plan for 1641 S. Walker parcel number 61-10-026-300-0035-00 having met all the site plan standards of Section 58-486 of the Muskegon Charter Township Code of Ordinances contingent upon all federal, state, county and local ordinances and regulations being met.

Yeas: Hower, VandenBosch, Hughes, Singerling, Frein, Borushko, Bouwman

Nays: None

Motion Passed

2. PC Meeting Dates for 2020

February 10, 2020

March 9, 2020

April 13, 2020

May 11, 2020

June 8, 2020

July 13, 2020
August 10, 2020
September 14, 2020
October 12, 2020
November 9, 2020
December 14, 2020
January 11, 2021

Motion by Singerling seconded by Borushko to adopt the PC meeting schedule as presented.

Yeas: Hower, VandenBosch, Hughes, Singerling, Frein, Borushko, Bouwman

Nays: None

Motion Passed

Public comment – None

Next meeting The next scheduled meeting for the Planning Commission is on February 10, 2020 at 7:00 pm in the Board Room at Town Hall.

Adjournment

Motioned by Hower supported by VandenBosch to adjourn at 7:11 pm.

Motion carried.

Respectfully submitted by,

**Sandra Frein
Secretary**