

**MUSKEGON CHARTER TOWNSHIP  
PLANNING COMMISSION MINUTES  
PC-20-3  
March 9, 2020**

**CALL TO ORDER**

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

**ROLL**

**Present: VandenBosch, Hughes, Singerling, Frein,  
Bouwman, Borushko  
Absent: None  
Excused: Hower**

**Also present: Planning and Zoning Administrator Brian  
Werschem, Recording Secretary Andria Muskovin,  
1 guests.**

**Approval of Agenda**

**Motioned by Singerling supported by Hughes to approve the March 9, 2020 agenda.**

**Motion carried.**

**Approval of Minutes**

**Motioned by Singerling supported by VandenBosch to approve the February 10, 2020 as presented.**

**Motion carried.**

**Communications**

**Board Minutes for February 3, 2020, February 18, 2020, and February 25, 2020 Special Meeting provided no questions or discussion.**

**Staff Report acknowledged**

**Unfinished business -**

**None**

**New Business**

1. PC 20-04      Site Plan

Name:            Certified Building Solutions

**Address:** 3359 E. Laketon  
**PP#** 61-10-036-100-0005-10  
**Zoning:** Light Industrial (I1)

**Purpose:** Install 16' x 48' Cold Storage Building

Certified Building Solutions proposes to add a 16'x48 cold storage building at 3359 E. Laketon for the storage of supplies for their field crews.

Don Hanson, 1145 Forest Grove, stated that the building will be placed on a cement slab large enough to meet code, and store shovels, wheelbarrows.

***The following are the standards for Site Plan approval:***

(b) 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 determined the overall topography lot is minimally 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 determined 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 determined 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 determined 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.

*PC determined that the existing surface leaching is adequate and no detention / retention ponds are necessary.*

- 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 determined 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 determined 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 determined 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, walls, barriers and landscaping shall be used, as appropriate, for the protection and enhancement of property and for the privacy of its occupants.

*PC determined 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 determined 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 determined 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 determined 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 determined 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 determined 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 Singerling seconded by Borushko to approve site plan for 3359 E. Laketon parcel number 61-10-036-100-0005-00 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: VandenBosch, Hughes, Singerling, Frein, Bouwman, Borushko**

**Nays: None**

**Motion Passed**

2. PC 20-05 Site Plan

Name: Miller Welding Supply  
Address: 1652 S. Sheridan  
PP# 61-10-026-300-0025-10

**Zoning: Light Industrial (I1)**

**Purpose: Continue previous use as contractor shop with addition of Argon Tank, Nitrogen Tank, Carbon Dioxide Tank and Oxygen Tank exterior at current pad location.**

Miller Welding Supply proposes to take over a former contractor building for their welding supply company. They are requesting to add large refilling tanks exterior to the structure for resupplying area companies with Argon, Nitrogen, Carbon Dioxide and Oxygen. The tanks will be fenced by a 6 foot fence and include piping into the existing structure for smaller quantity refills.

Miller Welding is also proposing to remove the concrete slab and add a more sturdy slab to add tanks.

Steven Sheldon (Building Official) says it is structural, therefore it would be a permitted use. Fire Marshall Nicolai said there was no pollution.

Brian feels as though it is a permitted use w/no special use, but would like the PC to state if they agree.

***The following are the standards for Site Plan approval.***

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

- (15) 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 determined the overall topography lot is minimally altered so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this chapter.*

- (16) 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 determined that very little if any actual landscaping is being removed.*

- (17) Storm water and erosion protection.

- h. 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 determined the sheet draining and leaching that currently exists is sufficient.*

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

*PC determined adequate measures have been taken to accommodate storm water, prevent erosion and the formation of dust. The applicants will be removing a gravel area and replacing with hard surface which will help with dust control.*

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

*PC determined that the existing surface leaching is adequate and no detention / retention ponds are necessary.*

- k. 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 determined 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.*

- l. 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 determined that this project, as proposed, will have no effect on the natural drainage such as swales, wetlands, ponds, or swamps.*

- m. 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 determined adequate measures have been taken to accommodate runoff and spillage.*

- n. 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. Staff believes this project will produce no hazardous substances or polluting materials so this section does not apply.*

- (18) 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 determined that the landscape plan and layout does provide for this privacy. No dwelling units located therein.*

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

*PC determined that public street access is existing and adequate.*

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

*PC determined the pedestrian circulation system is existing and adequate.*

- (21) 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 determined 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.*

- (22) 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 determined this is existing and adequate.*



- (23) 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.*

- (24) 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 determined this is existing and adequate. Approved by the Fire inspector.*

- (25) 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.*

- (26) 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 determined the proposed is adequate.*

- (27) 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 determined all exterior lighting proposed remains onsite and no light trespass is occurring onto neighboring properties.*

- (28) 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 Singerling seconded by VandenBosch to approve the site plan for 1652 S. Sheridan parcel number 61-10-026-300-0025-10 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: Singerling, Frein, Bouwman, Vandenbosch, Hughes**

**Nays: None**

**Abstained:**

**Motion Passed**

**Public comment – None**

**Next meeting The next scheduled meeting for the Planning Commission is on April 13, 2020 at 7:00 pm in the Board Room at Town Hall.**

**Adjournment**

**Motioned by Borushko supported by Frein to adjourn at 7:06 pm.**

**Motion carried.**

**Respectfully submitted by,**

**Sandra Frein  
Secretary**

**ajm**