



CITY OF COOPERSVILLE
REGULAR MEETING OF THE PLANNING COMMISSION
Coopersville City Hall; 289 Danforth Street, Coopersville, Michigan

April 18, 2016

Chairman, Ross Conran called the meeting to order @ 6:00 P.M.

Commissioners present: Brian Bacon Michael Heinz
 Justin Longstreth Kristin Mooney
 Sarah Petersen Ross Conran, Chairman

Commissioners absent: Tara Weise

Minutes

Motion by Commissioner Bacon with second by Commissioner Heinz to approve the minutes of the regular Planning Commission meeting of March 21, 2016. Motion carried unanimously.

Citizens Input & Suggestions

Jodi Burck of the Coopersville Observer introduced Intern, Emma Bollinger.

Telecommunications Update/Discussion-Distributed Antenna System (DAS)

Planning Director Jonathan Seyferth explained to the Commission what the DAS, Distributed Antenna System is and why it is important to Coopersville. The DAS is a small cell tower antenna that is installed in Right of Ways, often being installed on light poles. These units are not always very aesthetically appealing and they often resemble the appearance of the style and/or shape of a trash can.

Third party vendors, on behalf of major cell carriers, often apply for a standard right of way permit, much like many utility companies would apply for, and so the uniqueness of the DAS doesn't always stand out on the applications.

In February the City of Kentwood, with the coordination of the Grand Valley Metro Council initiated a multi-county roundtable, which Coopersville is a part of, to determine how best to handle these requests. It was determined that a uniform approach should be taken and because these are telecommunications tools, the Metro Act and zoning applies.

The Commission reviewed a contract/letter that Attorney Jeff Sluggett and another attorney drafted to address partner community concerns on this subject and which will also be used by many cities, townships, and villages in Kent and Ottawa Counties when and if they should receive such requests for these DAS towers.

After discussion on whether or not such units could be installed on private property and/or inside of buildings the Commission unanimously agreed to the approval of the contract/letter and recommended to have it presented to City Council for approval.

Master Plan-RFQ Update/Discussion

Planning Director Jonathan Seyferth informed the Commission that he has proposed \$25,000.00 in the 2016-2017 Budget for the Master Planning process.

If the line item in the proposed budget is approved he will send out the request for Qualifications (RFQ) and will continue to move forward with the process. The RFQ will be for both a Master Plan update and a rewrite, as often there is not much of a difference in the price.

If approved, the new budget will begin July 1, 2016.

Planning Commission Information Packet

In reference to the article included in the information packet, "Future of city's skyline shaped by past and present" Chairman Conran stated that in dealing with builders and contractors in our community, we should continue to focus on the long term asset designs of new and or renovated buildings as good designs become who you are.

Planning Director's Comments

Planning Director, Jonathan Seyferth reported on the following:

- Followed up on why there are so many trucks being staged at Continental Dairy during the weekends. He stated that Steve Cooper from Continental Dairy said that they stage milk trucks for other companies that do not receive products on Saturday or Sunday.
- Smoke Testing will be completed on Tuesday, April 19, 2016.

Adjourn

Meeting was adjourned at 6:35 P.M. by Chairman Conran.

Chairman, Ross Conran

Kimberly Borgman, City Clerk