



**CITY OF COOPERSVILLE  
REGULAR MEETING OF THE PLANNING  
COMMISSION**

Coopersville City Hall; 289 Danforth Street, Coopersville, Michigan

***April 15, 2019***

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

**Commissioners Present:**

Ross Conran, Chairman	Tara Weise
Duane Young	Sarah Petersen
Tim Degus	Michael Heinz

**Commissioners Absent:**

**Approval of Minutes**

Motion by Commissioner Heinz with second by Commissioner Young to approve the minutes of the regular Planning Commission meeting of February 18, 2019. Motion carried unanimously.

**Public Hearing/Special Guests-Public Hearing – Amendment to Ordinance 1210.06 Definitions**

Motion by Commissioner Heinz with second by Commissioner Degus to open the public hearing at 6:02 P.M. Motion carried unanimously.

*Planning Director Shay Gallagher explained that the amendment would define front yard setbacks clearly, especially with corner lots and odd shaped lots. City Manager Jonathan Seyferth agreed that this amendment will help staff in determining front yards in zoning approval. Chairman Ross Conran said he would like the diagrams to be included in the ordinance amendment and Planning Director Shay Gallagher said they would be.*

Motion by Commissioner Petersen with second by Commissioner Heinz to close the public hearing at 6:04 P.M. Motion carried unanimously.

**Public Hearing – Amendment to Ordinance 1284 Site Plan Review**

Motion by Commissioner Young with second by Commissioner Weise to open the public hearing at 6:04 P.M. Motion carried unanimously.

*Planning Director Shay Gallagher explained that because of technology and digital copies being available, the actual number of Sight Plans to be submitted should be changed from fifteen (15) to ten (10) plus a digital copy will be required and full color architectural elevations.*

Motion by Commissioner Heinz with second by Commissioner Weise to close the public hearing at 6:05 P.M. Motion carried unanimously.

## **Public Hearing – Amendment to Ordinance 1288 Parking and Loading Spaces**

Motion by Commissioner Petersen with second by Commissioner Young to open the public hearing at 6:05 P.M.  
Motion carried unanimously.

*Planning Director Shay Gallagher explained that the off-street parking places is clearly defined in the ordinance, but not specifically state the ADA parking spaces that are required by law. This amendment would give the city added authority to confirm that the required ADA parking spaces are provided in a straight forward wording in the ordinance.*

Motion by Commissioner Petersen with second by Commissioner Heinz to close the public hearing at 6:07 P.M.  
Motion carried unanimously.

## **Citizens Input and Suggestions** - None

### **Discussion/Action**

#### **Site Plan Review – 475 N. 68<sup>th</sup> Avenue Ottawa County Road Commission**

Tracy Ezell from Byce and Associates and Tracy Hutchinson from Driesenga & Associates were present to represent the Ottawa County Road Commission.

Commissioner Heinz made the motion to approve and second by Commissioner Degas:

The Site Plan for the Ottawa County Road Commission for the property at 475 N. 68<sup>th</sup> Avenue (Parcel #70-05-22-300-043) with the conditions as noted. Motion carried unanimously.

#### **Conditions for approval:**

- Sidewalks are not required at this time; however, the city reserves the right to enforce section 1028.09 of the Zoning Ordinance once development in the vicinity necessitates the installation of sidewalks.
- Right-of-Way (ROW) permit will be obtained before any work is performed in the ROW.
- Separate sign permits will be obtained before the addition of signs related to the business or use.
- New building(s) are to be served by adequate public utilities before certification of occupancy will be granted.
- Staff approval of landscaping plan(s).
- Resolution of all items called out in OMM Engineering site plan report dated April 9, 2019.

### **Discussion/Action**

#### **Amendment to Ordinance 1210.06 Definitions**

Motion by Commissioner Heinz with second by Commissioner Petersen to recommend to the City Council to approve the Amendment to Ordinance 1210.06. Motion carried unanimously.

### **Discussion/Action**

#### **Amendment to Ordinance 1284 Site Plan Review**

Motion by Commissioner Young with second by Commissioner Weise to recommend to the City Council to approve the Amendment to Ordinance 1284, Section 1284.06 Submittal and Approval. Motion carried unanimously.

### **Discussion/Action**

#### **Amendment to Ordinance 1288, Section 1288.02 Number of Off-Street Parking Spaces Required**

Motion by Commissioner Heinz with second by Commissioner Petersen to recommend to the City Council to approve the Amendment to Ordinance 1288, Section 1288.02. Motion carried unanimously.

**Discussion**

At the April 8, 2019 City Council was requested to look at a change to the Noise Ordinance regarding extending the time to be later during special events, such as Summerfest. City Council forwarded this on to the Planning Commission to look at. Planning Commission members agreed that if City Council wanted to extend the time in the Noise Ordinance in a case by case situation that would be acceptable. Planning Director Gallagher included the times of other municipalities in the packet and said that he would draft an Amendment to the Noise Ordinance for Planning Commission members to look at next month.

**Discussion**

Planning Commission Member Kristen Mooney submitted her resignation.

**Planning Commission Information and Planning Director Comments**

Planning Director Gallagher said the packet this month includes information on Rain Water Gardens and Commuter Bus Service in the future is a possibility.

**Planning Commission Comments**

None

**Adjourn**

Being no further discussion, Chairman Conran adjourned the meeting at 7:01 P.M.

---

Ross Conran, Chairman

---

Kimberly Borgman, City Clerk