



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

January 16, 2023

Chairman, Michael Heinz called the meeting to order @ 6:00 P.M.

Commissioners Present:

| | |
|---------------|------------------------|
| Ross Conran | Tara Weise |
| Sarah Wilson | Thomas Heikoop |
| Anthony Henry | Chairman Michael Heinz |
| Duane Young | |

Commissioners Absent: NONE

Approval of Minutes:

Motion by Commissioner Young with second by Commissioner Wilson to approve the minutes of the Planning Commission meeting of October 17, 2022. Motion carried unanimously.

Public Hearing/Special Guests

Public Hearing R-1 Minimum Lot Area Per Dwelling Unit (Chapter 1250)

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

Planning Director Victor Vuong presented a recap of the prior discussion on the proposed change to the required lot area for the R-1 Residential Zoning Districts. Mr. Vuong stated there are currently eleven (11) parcels in the R-1 district that do not meet the minimum lot area of 2.5 acres, and Staff does not see any adverse impact resulting from reducing the minimum lot area per dwelling unit in the R-1 district to 2.0 acres.

No further comments were presented.

Motion by Commissioner Conran with second by Commissioner Weise to close the public hearing at 6:06 P.M. Motion carried unanimously.

Citizens Input and Suggestions: NONE

Discussion/Action

Site Plan Review-1008 O'Malley Dr., Local Union #174

Motion by Commissioner Weise with second by Commissioner Henry to approve the site plan for Local Union #174, 1008 O'Malley Drive for a 3,116 square foot addition with the following conditions: Motion carried unanimously.

- ***A Flat Work Permit is required before beginning construction.***
- ***A Right-of-Way Permit is required before doing any work within the right-of-way.***
- ***Separate sign permits will be needed for any additional signs, if applicable.***
- ***A Knox Box shall be installed in a location approved by the Fire Chief per Section 506.1 of the International Fire Code 2018 Edition.***

Discussion/Action continued

Motion by Commissioner Wilson with second by Commissioner Weise to recommend to the City Council to approve the ordinance amendment to Chapter 1250, Section 1250 "Table 1 – Schedule of Regulations" to reduce the minimum lot area per dwelling unit in the R-1 Low Density Residential Zoning District. Motion carried unanimously.

Motion by Commissioner Conran with second by Commissioner Heikoop to have staff do research and present possible special land use standards for mini storage garages. Motion carried unanimously.

Motion by Commissioner Young with second by Commissioner Wilson to approve the 2022 Planning Commission Annual Report and forward to City Council to be received and filed. Motion carried unanimously.

Planning Director Victor Vuong informed the Planning Commission that the City's current Master Plan, "Coopersville Plan 2035" was adopted by the city Council on July 24, 2017. The plan was a total rewrite in 2017. Every five (5) years after adoption of a Master Plan, a Planning Commission shall review the Master Plan and determine whether to commence the procedure to amend the Master Plan or adopt a new one.

Mr. Vuong stated that Staff believes it is not necessary to contract with a firm, just five (5) years into a twenty (20) year plan because at this point, many aspects of the plan are still relevant, and we should be reviewing the progress that has been made towards achieving the overall vision of this plan. We will update all of the maps and community data within the current Master Plan to reflect changes that have occurred since 2017, provide a new capital improvement plan, incorporate any new ideas that the city would like to see, and address areas of concern. This process will take approximately one (1) year.

Commissioner Henry stated that sidewalks need to be addressed. He stated that some sidewalks are in very bad condition. Commissioner Henry suggested that a group/committee, including citizens of the community be formed for the purpose of addressing the sidewalk issues.

Commissioner Weise stated that the City doesn't charge for road repairs or improvements in front of residents property therefore the City should not charge the residents for sidewalks either. Commissioner Weise stated that there are grants the City can apply for which are the same grants that Kate Terpstra is working on for the "Safe Routes to School" project.

Commissioner Conran stated that engineering costs will take up a lot of the grant money.

Commissioner Weise stated that the City needs to have a plan for a year or two set in place for sidewalks.

Commissioner Young stated that we should fix what we have before we add any new sidewalks.

Commissioner Henry stated that many cities have different plans set in place for sidewalks.

Commissioner Conran stated that addressing a plan for sidewalks is not going to be a very pleasant thing to go through.

Commissioner Conran inquired as to who's responsibility it is in the city to address our housing needs? The conversation needs to take place.

Discussion took place on the possibility of reducing minimum lots sizes, to open-up space for more affordable housing.

Discussion/Action continued

Commissioner Young stated that the city does not have the space for more apartment style housing.

Motion by Commissioner Conran with second by Commissioner Young to initiate the Master Plan review process, to send out letters of intent to plan to each of the neighboring municipalities and other entities as required by the Michigan Planning Enabling Act. Motion carried unanimously.

Planning Commission Information

October 10, 2022 – City Council Meeting Minutes

November 14, 2022 – City Council Meeting Minutes

December 12, 2022 – City Council Meeting Minutes

October 11, 2022 – Downtown Development Authority Meeting Minutes

December 13, 2022 – Downtown Development Authority Meeting Minutes

October 11, 2022 – Fire Authority Meeting Minutes

November 22, 2022 – Fire Authority Meeting Minutes

December 13, 2022 – Fire Authority Meeting Minutes

October 2022 Permits

November 2022 Permits

December 2022 Permits

Planning Director Comments NONE

Planning Commissioner Comments NONE

Adjourn-Being no further discussion, Chairman Heinz adjourned the meeting at 7:00 P.M.

Michael Heinz, Chairman

Kimberly Borgman, City Clerk