



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

March 20, 2023

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

Commissioners Present: Ross Conran Tara Weise
 Sarah Wilson Duane Young
 Anthony Henry Chairman Michael Heinz

Commissioners Absent: Commissioner Heikoop

Approval of Minutes:

Motion by Commissioner Conran with second by Commissioner Young to approve the minutes of the Planning Commission meeting of January 16, 2023, with correction to be made to who motioned and seconded the action on the initiation of the Master Plan review process by adding Commissioner Conran making the motion and Commissioner Young seconding. Motion carried unanimously.

Public Hearing/Special Guests NONE

Citizens Input and Suggestions: NONE

Discussion/Action

Preliminary Site Plan Review-for Coopersville Car Wash, 720 W. Randall Street

Coopersville Car Wash proposed a 290-sf addition on the east side of their existing building to be used for an additional self-service car wash stall with a 14' clearance to service larger vehicles. In addition to the new wash stall the entire parking lot will be redone.

Commissioners discussed the requirement of street trees. A total of five (5) will be required. The applicant stated that there are several underground utilities that go the length of his frontage and it is currently getting torn up again, which makes it difficult to keep grass growing there. The Applicant stated that he has no issues with planting the five (5) trees if required.

Much discussion was held on whether or not to require the applicant to install a sidewalk in front of his property at this time or require the sidewalks to be shown on the final site plan with a note that they will be provided in the future when connectivity with neighboring sidewalks become available.

Commissioner Conran stated that new home construction in the Residential Zoning Districts are required to install sidewalks, therefore any new or improved construction in the Commercial Zoning Districts should be required to install sidewalks also.

Commissioner Weise stated that sidewalks should be a condition of approval of a site plan and be required to install them when the city requires them for connectivity with other sidewalks.

Discussion/Action - Continued

Preliminary Site Plan Review-for Coopersville Car Wash, 720 W. Randall Street

Commissioner Young stated that sidewalks are a necessity and many people in this town have a passion for sidewalks being installed.

Commissioner Wilson asked, Why should the applicant be required to build a sidewalk to nowhere without knowing when other sidewalks that would connect to his would be required to be installed? Will it deteriorate before other sidewalks connecting to his are installed?

Commissioners asked that Staff provide them with a list of all the past site plans that were approved that did not require sidewalks at the time of construction, but were approved with the condition that the applicant/property owner would install at a later date when required by the city to do so.

Motion by Commissioner Young with second by Commissioner Wilson to approve the Preliminary Site Plan for Coopersville Car Wash, 720 West Randall Street with the following conditions: Motion carried unanimously.

Conditions of Approval:

- *Applicant includes all information required for final site plan review per Section 1284.05, unless specifically waived by the Planning Commission, in whole or in part.*
- *A greenbelt of five (5) trees shall be provided within the required parking lot setback, which is the first 10 feet from the road right-of-way. (Unless waived by the Planning Commission.)*
- *Sidewalks shall be shown on the final site plan with a note that they will be provided in the future when connectivity with neighboring sidewalks become available.*

Site Plan Review for Fairlife LLC., Receiving & Office Building

Fairlife LLC at 999 W. Randall proposed a Site Plan to add a receiving dock building in front of the existing facility, a new office infill behind the Line 7 SE warehouse that is currently under construction, a new guard shack, and a proposed drive on 64th Avenue which would be in alignment with Main Street. The new receiving dock will be large enough for four (4) tankers and there will be spaced reserved to expand the receiving dock in the future to fit three (3) additional tankers. The existing driveways on Randall Street will remain.

Commissioner Weise recommended that the center driveway on Randall Street that was reopened, be moved to align with Conran Drive for traffic safety purposes, and a greenbelt be installed along 64th Avenue.

Much discussion was held on the proposed driveway on 64th Avenue. Commissioner Young stated that an additional increase of approximately one-hundred vehicles per day on 64th Avenue will impose safety issues, and there is a lot of Residential Property on 64th Avenue, including the Bus Garage. Fairlife Representatives stated that there would be approximately forty (40) to fifty (50) cars per shift entering and exiting the driveway. Their shifts are 5-6:00 A.M. and 5-6:00 P.M., and the driveway will be for Continental Dairy employees only. Commissioner Young stated that the recent Industrial Facilities Tax Abatement that was just approved for fairlife stated there would be an increase of fifty (50) employees.

Commissioner Conran recommended that a left turning lane be installed for the driveway.

Discussion on the current speed limit on 64th Avenue was held. Fairlife Representatives recommended lowering the speed limit. Commissioner Weise stated that she did not feel this would be an effective solution.

Commissioner Weise recommended that 64th Avenue be widened and a turn lane and a deacceleration lane be installed.

Commissioner Weise recommended that street trees be planted along 64th Avenue. Planning Director Victor Vuong stated that twenty-eight (28) streets would be required.

Site Plan Review for Fairlife LLC., Receiving & Office Building continued

Commissioner Weise recommended that the fence along 64th Avenue be shifted back.

Motion by Commissioner Conran with second by Commissioner Weise to approve the Site Plan with the following conditions: Motion carried with Commissioner Young opposing.

Conditions of Approval

- *The applicant shall coordinate with staff and the City Engineer to ensure all items noted in the City Engineer's review letter are satisfied.*
- *Sidewalks shall be installed from the 64th Ave./Main St. crosswalk to the railroad.*
- *The streetlight currently located adjacent to 64th Ave. where the proposed drive will go shall be moved to a location that ensures the crosswalk will remain adequately lit during hours of darkness.*
- *The sight distance of the proposed drive to 64th Ave. shall comply with Section 1288.09(3), Figure 1, and Table 2.*
- *A revised site plan shall be submitted to staff showing sidewalks from the 64th Ave./Main St. crosswalk to the railroad, the new location of the streetlight, and all other items in the City Engineer's review letter that should be coordinated with staff.*
- *Surface water drainage/storm sewer must be reviewed and approved by the City Engineer and/or the Ottawa County Water Resources Commissioner prior to the issuance of a building permit.*
- *Obtain a Flat Work Permit before beginning construction.*
- *Obtain a Right-of-Way Permit before doing any work within the road right-of-way.*
- *Separate sign permits will be obtained for any additional signs, if applicable.*
- *A greenbelt of 28 trees shall be provided outside of the ROW along 64th Ave., south of the proposed drive.*
- *The applicant will submit to the City complete construction plans for the review of the widening of 64th Ave. to add a deceleration lane and center left turn lane to facilitate access to the proposed drive.*

Mini-Storage Garages – Proposed Ordinance Amendment

Discussion was held on the proposed ordinance amendments to allow Mini-Storage Garages and the zoning districts in which they should be allowed.

Commissioner Conran stated that “a line of outdoor storage units should not be allowed in the Commercial Zoning Districts but the taller Indoor Storage Units should be acceptable for Commercial Zoning Districts.”

Commissioners were in agreement that Outdoor Storage Units should only be allowed in the I-1 Light Industrial Zoning Districts, and a combination of the Indoor and Outdoor Units should only be allowed in the I-1 Light Industrial Zoning Districts.

Commissioners were all in agreement that all storage units should only be allowed with the approval of a “Special Land Use” Permit.

Motion by Commissioner Conran with second by Commissioner Wilson to postpone action on the proposed ordinance amendments until the April meeting to allow Staff to apply the changes recommended by the Planning Commission. Motion carried unanimously.

Planning Commission Information

January 9, 2023 – City Council Meeting Minutes

February 13, 2023 – City Council Meeting Minutes

January 10, 2023 – Downtown Development Authority Public Informational Meeting

January 10, 2023 – Downtown Development Authority Meeting Minutes

January 10, 2023 – Fire Authority Meeting Minutes

February 14, 2023 – Fire Authority Meeting Minutes

January 2023 Permits

February 2023 Permits

Planning Director Comments NONE

Planning Commissioner Comments

Chairperson Heinz commented on the railroad crossing on Eastmanville between Main and Eastmanville Streets, stating further that the tracks are getting very rough to drive over.

Adjourn-Being no further discussion, Chairman Heinz adjourned the meeting at 7:50 P.M.

Michael Heinz, Chairman

Kimberly Borgman, City Clerk