



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

**July 17, 2023**

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

**Commissioners Present:**

Anthony Henry	Sarah Wilson
Thomas Heikoop	Co-Chair Ross Conran
Tara Weise	Chairman Heinz

**Commissioners Absent:** Commissioner Young

**Approval of Minutes:**

Motion by Commissioner Conran with second by Commissioner Heikoop to approve the minutes of the Planning Commission meeting of May 15, 2023. Motion carried unanimously.

**Public Hearing/Special Guests**

**Public Hearing – Mixed Use PUD; Permitted Uses & Development Requirements (1264.09)**

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 explained that the requested text amendment to Ordinance 1264.09, 3. A and 1264.09 43.c are to change the number of units allowed and the maximum building height from 35' to 45'.

No public comments were made.

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

**Public Hearing – Standards for Dwellings (1280.19)**

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

Planning Director Victor Vuong explained that the Ordinance Amendment would grant authority to the Planning Commission to allow changes to roof types and styles.

No public comments were made.

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

**Public Hearing/Special Guests continued**

**Public Hearing – Self-Service Storage Facilities (1240, 1270, 1278, 1286, & 1288)**

Motion by Commissioner Wilson with second by Commissioner Heikoop to open the public hearing at 6:06 P.M.  
Motion carried unanimously.

**Planning Director Victor Vuong explained the proposed changes to the ordinances as follows:**

CHAPTER 1240 “GENERAL PROVISIONS AND DEFINITIONS” SECTION 1240.05 “DEFINITIONS”

To add definitions for “Self-Service Storage Facility, Interior Access” and “Self-Service Storage Facility, Exterior Access” as subsections (44) and (45).

CHAPTER 1270 “C-1 BUSINESS DISTRICT” SECTION 1270.03 “SPECIAL LAND USES”

To add “Self-service storage facilities, interior access” to the list of Special Land Uses as subsection (m).

CHAPTER 1276 “I-1 LIGHT INDUSTRIAL DISTRICT” SECTION 1276.03 “SPECIAL USES”

To add “Self-service storage facilities, interior and/or exterior access” to the list of Special Uses as subsection (i).

CHAPTER 1278 “I-2 HEAVY INDUSTRIAL DISTRICT” SECTION 1278.03 “SPECIAL USES”

To add “Self-service storage facilities, interior and/or exterior access” to the list of Special Uses as subsection (g).

CHAPTER 1286 “SPECIAL LAND USES” SECTION 1286.02 “PERMITTED USES” SECTION 1286.05 “REVIEW STANDARDS”

To add “Self-service storage facilities, interior access in the C-1 District”

and “Self-service storage facilities, interior and/or exterior access in the I-1 and I-2 Districts” to the list of permitted special land uses. To adopt review standards specific to self-service storage facilities.

CHAPTER 1288 “PARKING AND LOADING SPACES”

SECTION 1288.02 “NUMBER OF OFF-STREET PARKING SPACES REQUIRED” To adopt minimum parking space requirements for self-service storage facilities.

of one space per 10 interior access units, one space per 15 exterior access units, plus one space per 200 square feet of gross square footage of the office area.

No public comments were made.

Motion by Commissioner Conran with second by Commissioner Wilson to close the public hearing at 6:07 P.M.

Motion carried unanimously.

**Citizens Input and Suggestions:** NONE

**Discussion/Action**

**HOM Flats -Proposed Ordinance Amendments (1264.09 & 1280.19)**

Commissioner Conran stated that the parcel that HOM Flats owns is too small to make their project viable and it should not be the City’s problem to change the ordinances to make the project work for them. Mr. Conran also stated that if we change the ordinances for HOM Flats it could cause a “spill-over” effect.

Commissioner Heinz stated that he agrees with Commissioner Conran and that the developer purchased too small of a parcel to do what they want to do.

Commissioner Conran stated that our ordinances are not too strict, and we have other multi-family housing units in the city that were able to meet the requirements to build.

Commissioner Weise stated that the other housing units that we currently have in the city would not be viable now, due to the increase in cost of materials. Commissioner Weise stated that this is a problem Nationwide.

Planning Director Victor Vuong stated that the Master Plan calls for four (4) story buildings in the R-4 Residential Zoning Districts and the City should change the ordinances to coincide with the Master Plan.

**Discussion/Action continued**

**HOM Flats -Proposed Ordinance Amendments (1264.09 & 1280.19) continued**

Motion by Commissioner Conran with second by Commissioner Heikoop to deny approval to the proposed changes to Ordinance No. 1264.09, 3.a. (Number of Units) Motion carried unanimously.

Motion by Commissioner Conran with second by Commissioner Henry to deny approval to the proposed changes to Ordinance No. 1264.09 43.c, (Building Height) Motion carried unanimously.

Motion by Commissioner Conran with second by Commissioner Henry to deny approval to the proposed changes to Ordinance No. 1280.19 G. 2. (Roof Styles) Motion carried with Commissioner Heikoop opposing.

**Site Plan Review for Dollar Tree at 126 S. 68<sup>th</sup> Avenue**

Andy Gabbert, Engineer for Dollar Tree presented the proposed site plan to the Planning Commission. Mr. Gabbert stated that the building will be 10,000 square feet, landscaping will be completed per the city's ordinances, and they are asking to be allowed to defer eleven (11) parking spaces. Thirty-nine (39) parking spaces would be completed at the time of construction.

Justin Longstreth of Moore and Bruggink stated that he is assisting with the proposed site plan, and they are working with Arby's on finalizing the easements.

Commissioner Conran stated that the long spans of plain steel on the building need to be broken up. Mr. Gabbert stated that they will change the façade to meet the requirements.

**Motion by Commissioner Conran with second by Commissioner Weise to approve the proposed site plan for Dollar Tree with the following conditions: Motion carried unanimously.**

1. Obtain a Flat Work Permit before beginning construction.
2. Obtain a permit from Ottawa County Road Commission before doing any work in the ROW of 68th Ave.
3. Obtain a permit from Michigan Department of Transportation (MDOT) – Muskegon TSC.
4. The applicant shall submit revised plans to the Planning Director that shows the following:
  - a) Clearly distinguishes where the OCRC ROW is.
  - b) One (1) additional tree in the buffer zone for a total of twenty-five (25).
  - c) Parking spaces will be 10' x 20'.
  - d) Site drainage must be directed to the nearby regional detention to the south and not to the adjacent property to the east.
  - e) Remove City of Grand Rapids standard details on Sheet C7.2 and C7.3.
5. Drainage must be reviewed and approved by the City Engineer and/or the Ottawa County Water Resources Commissioner.
6. Obtain an SESC permit from Ottawa County Water Resources Commissioner.
7. A Storm Water Drain Maintenance Agreement must be executed with the City.
8. Utilities shall be coordinated with the City Engineer and Department of Public Utilities.
9. Sign permits must be obtained from the Zoning Administrator prior to placing the wall sign and erecting the monument/pylon sign.
10. 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.
11. Obtain written approval from Arby's and submit a copy to the Planning Director prior to beginning any construction for this project.
12. The reconfiguration of Arby's parking lot will be completed at the same time as Dollar Tree's parking lot or sooner.
13. The applicant shall submit revised exterior elevations to the Planning Director that shows the northern and southern walls will have a minimum of thirty (30) percent of brick or stone, which may be augmented by materials complementary of brick or stone, as required per Section 1270.12(3)(a).

### **Discussion/Action continued**

#### **Self-Service Storage Facilities – Proposed Ordinance Amendments**

Motion by Commissioner Heikoop with second by Commissioner Weise to approve the proposed amendments to the following Ordinances and send to City Council with the recommendation to approve: Motion carried unanimously.

#### *CHAPTER 1240 “GENERAL PROVISIONS AND DEFINITIONS” SECTION 1240.05 “DEFINITIONS”*

*To add definitions for “Self-Service Storage Facility, Interior Access” and “Self-Service Storage Facility, Exterior Access” as subsections (44) and (45).*

#### *CHAPTER 1270 “C-1 BUSINESS DISTRICT” SECTION 1270.03 “SPECIAL LAND USES”*

*To add “Self-service storage facilities, interior access” to the list of Special Land Uses as subsection (m).*

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#### *CHAPTER 1278 “I-2 HEAVY INDUSTRIAL DISTRICT” SECTION 1278.03 “SPECIAL USES”*

*To add “Self-service storage facilities, interior and/or exterior access” to the list of Special Uses as subsection (g).*

#### *CHAPTER 1286 “SPECIAL LAND USES” SECTION 1286.02 “PERMITTED USES” SECTION 1286.05 “REVIEW STANDARDS”*

*To add “Self-service storage facilities, interior access in the C-1 District”*

*and “Self-service storage facilities, interior and/or exterior access in the I-1 and I-2 Districts” to the list of permitted special land uses. To adopt review standards specific to self-service storage facilities.*

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*SECTION 1288.02 “NUMBER OF OFF-STREET PARKING SPACES REQUIRED” To adopt minimum parking space requirements for self-service storage facilities.*

*of one space per 10 interior access units, one space per 15 exterior access units, plus one space per 200 square feet of gross square footage of the office area.*

### **Election of Officers**

Motion by Commissioner Conran with second by Commissioner Wilson to reappoint Michael Heinz as the Chairperson. Motion carried unanimously.

Motion by Commissioner Henry with second by Commissioner Heinz to reappoint Ross Conran as the Co-Chair. Motion carried unanimously.

### **Planning Commission Information**

- *May 8, 2023 – City Council Meeting Minutes*
- *June 12, 2023 – City Council Meeting Minutes*
- *May 9, 2023 – Downtown Development Authority Meeting Minutes*
- *May 9, 2023 – Fire Authority Meeting Minutes*
- *June 13, 2023 – Fire Authority Meeting Minutes*
- *May 2023 Permits*
- *June 2023 Permits*

### **Planning Director Comments**

Planning Director Victor Vuong informed the Commissioners that Ed Hanenburg is considering proposing a split on his property on Randall for two (2) commercial lots for a Car Museum, Grocery Store, Hardware Store and Apartments. Mr. Vuong was seeking opinions only from the Commissioners to get an idea, on their thoughts on this to let Mr. Hanenburg know whether this was something that could be possible or not. Commissioners stated that they would be in favor of the proposal, but further information would need to be obtained.

Mr. Vuong also asked the Commissioners if they would like him to proceed with changing the ordinance on building height so that it coincides with the Master Plan? Commissioners agreed that a new ordinance should be proposed.

**Planning Commissioner Comments** NONE

**Adjourn**

Being no further discussion, Chairman Heinz adjourned the meeting at 7:39 P.M.

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Michael Heinz, Chairman

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Kimberly Borgman, City Clerk