



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

March 18, 2024

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

Commissioners Present:

Daniel Bowman	Sarah Wilson
Anthony Henry	Co-Chairman Ross Conran
Thomas Heikoop	Chairman Michael Heinz
Tara Weise	

Commissioners Absent: NONE

Approval of Minutes

Motion by Commissioner Conran with second by Commissioner Heikoop to approve the minutes of the Planning Commission meeting of February 19, 2024. Motion carried unanimously.

Public Hearing/Special Guests

Public Hearing – Amendment to Chapter 1280 to add 1280.24-Solar Energy Systems

Motion by Commissioner Weise with second by Commissioner Conran to open the public hearing at 6:01 P.M. Motion carried unanimously.

City Manager Dennis Luce presented a synopsis of the proposed changes to the ordinance.

A City Property Owner expressed his concern that the ordinance did not address directional placement, either vertical or horizontal of the panels on roof tops as it could affect the aesthetic appearance. He suggested that this be added to the ordinance before approval is granted. Commissioner Conran stated that the proposed ordinance gives us a start and it can be amended at any time.

Motion by Commissioner Wilson with second by Commissioner Bowman to close the public hearing at 6:12 P.M. Motion carried unanimously.

Citizens Input and Suggestions NONE

Discussion/Action

Amendment to Chapter 1280 to add 1280.24-Solar Energy Systems

Motion by Commissioner Conran with second by Commissioner Henry to recommend the City Council to approve the proposed text amendment to Chapter 1280, Section 1280.24 as presented. Motion carried unanimously.

Discussion/Action continued

Special Land Use Review for Coopersville MFD, LLC at 49 S. 64th Avenue

Peter Oleszczuk, Coopersville MFD, LLC., and Westwind Construction, presented the proposed plan for a mixed-use multi-family housing project consisting of eight (8), three (3) story, twenty-eight (28) unit apartment buildings, with a community center with fitness area and pool, playground, dog park, community garden, and extensive sidewalk system with connectivity to all adjacent sidewalk networks.

Commissioner Conran expressed his concerns on the number of hydrants, curbs and gutters, turn-around access for emergency vehicles, and stormwater.

Travis Kroll, Coopersville-Polkton Fire Chief stated that he has concerns with the access for turning around and the number of hydrants on the proposed plan. He will be meeting with the Developers next week to go over these items.

Peter Oleszczuk stated that they are still getting permits from EGLE and Ottawa County Water Resources. The existing retention pond will remain. All buildings will have sprinklers installed, all roads will be private roads, all landscaping will be approved by the City Staff. A lighting plan will be submitted.

Commissioner Henry suggested that a Traffic Study be performed as there will be two (2) new multi-family housing projects being built, in such proximity to each other. Commissioner Henry suggested that each Developer and the City each pay one-third of the cost for a Traffic Study. Peter Oleszczuk of Coopersville MFD, LLC., stated that he cannot agree to assuming a portion of the cost for a Traffic Study without knowing what the guidelines or cost will be.

Some residents, and business owners expressed their concerns on the City's infrastructure, particularly water and sewer. Does it have the capacity to accommodate the proposed users, and what effect it will have, as far as water pressure. City Manager, Dennis Luce stated that the City does have the capacity. A Reliability Study performed in 2021, our capacity was at sixty-seven percent. The City has had .27 percent growth over the past ten (10) years, and by adding additional users there should not be any effect on the water pressure for other users.

A letter received from Spoelman, Hovingh & Feldt, Inc., regarding their concerns about the Coopersville MFD project were presented.

Motion by Commissioner Conran with second by Commissioner Wilson to approve the "Special Land Use" for Coopersville MFD, LLC., and forward to City Council for with recommendation for final approval, with the following conditions: Motion carried unanimously.

- 1. Sidewalks are required on both sides of the roads within the development as mentioned in Section 1264.04(b). (Only if required by the PC and Council.)***
- 2. The roads within the development will be designated as private and Chapter 1030 must be complied with. Authorizing this with the planned unit development via the special land use application process takes the place of the private road application process so no separate application for the private roads, will have to be submitted.***
 - a. The private roads shall be located within a private road easement which shall be a minimum of 50 feet in width with 10' utility easements on each side of the easement. At any dead-end of such an easement, the easement shall widen so that there is a minimum cul-de-sac radius of forty feet. This must be shown, on the plans before this application is forwarded to the City Council.***
 - b. Provide to the City a recorded road maintenance agreement, access easement agreement, and deed restrictions, which shall provide for the perpetual private (nonpublic) maintenance of such roads and/or easements to a necessary and reasonable standard to serve the parties having an interest in the private road per Section 1030.05.***
 - c. Provide a letter from the Ottawa County Road Commission indicating that there is no known duplication of the proposed private road name.***

Discussion/Action continued

Special Land Use Review for Coopersville MFD, LLC at 49 S. 64th Avenue

3. *Per Section 1264.03(k), the Planning Commission recommends to the City Council to grant a modification to Section 1264.09(3)(a), which only allows up to 16 units per building for multifamily dwellings, and for that number to be increased to 28 units per building.*
4. *The setbacks as required in Section 1264.09(4)(b) are adequate.*
5. *The building height shall be regulated by Section 1270.04 OR Section 1264.09(4)(c)(3). If it is Section 1270.04 then no additional action is necessary. If Section 1264.09(4)(c)(3) is selected, then a modification per Section 1264.03(k) must be granted to exceed the maximum height in Section 1264.09(4)(c)(3) because the proposed apartment buildings will be 37'-9 3/8" in height. This action is simply a formality in deciding which section shall be used to regulate the building height.*
6. *The percentage of open space as required in Section 1264.09(4)(e), shall be noted, on the plans before this application is forwarded to the City Council.*
7. *If the site plan is approved, all the conditions stipulated with it shall be met.*

Site Plan Review for Coopersville MFD, LLC., 49 S. 64th Avenue

Site Plan Review for Coopersville MFD, LLC., was performed, on the proposed multi-housing project of eight (8) buildings, three (3) story, twenty-eight (28) unit apartment buildings.

Motion by Commissioner Heikoop with second by Commissioner Bowman to approve the Site Plan for Coopersville MFD, LLC., and to forward to City Council for final approval with the following conditions: Motion carried unanimously.

Conditions of Approval:

1. Obtain a Flat Work Permit before beginning construction.

1. **Obtain a Right-of-Way Permit before beginning any work in the right-of-way.**
2. **A traffic impact analysis is required and any recommended improvements (e.g., taper, modified radius, access lane, etc.) shall be provided at the cost of the applicant.**
4. **The percentage of lot coverage shall be provided on the site plan.**
5. **The height to the building peak shall be shown on the plans for informational purposes.**
6. **Obtain an SESC Permit from Ottawa County Water Resources Commissioner, if applicable.**
7. **All the following items pertain to storm water drainage:**
 - a) **Ottawa County Water Resources Commission shall review and approve the storm water system proposed that includes usage of an existing storm water detention basin along with additional detention areas. Drainage calculations and geotechnical reports shall be provided as part of the construction plan approval of the storm water system.**
 - b) **A drain use permit will be required from Ottawa County Water Resources Commission as a portion of the Laug Drain is proposed to be relocated.**
 - c) **A Storm Water Drain Maintenance Agreement shall be executed with the City.**
 - d) **Provide storm water system information, which will be reviewed with construction plan approval.**
8. **The applicant shall meet with the Fire Chief to discuss the following and update the site plan as required:**
 - a) **Per Appendix D, Section D103.1 of the 2018 IFC, the minimum road width shall be 26 feet, exclusive of shoulders.**
 - b) **Per Appendix D, Section D103.4 of the 2018 IFC, access roads in excess of 150 feet shall be provided with width and turnaround provisions in accordance with Table D103.4.**
 - c) **Per Appendix D, Section D105.1 of the 2018 IFC, approved aerial fire apparatus roads shall be provided.**

- d) The entryways where there is a divider shall have a minimum of 13 feet on each side, exclusive to shoulders.
- e) Discuss fire access, the number and location of hydrants, and make these changes before the plans are forwarded to City Council.
- f) This meeting should also include reviewing the water main servicing for each building and valve locations will be included as part of the meeting.

9. The following items pertain to curb and gutter, parking areas, and roads:

- a) Future access to Commercial Parcel 1 and 2 shall be shown to ensure that cross access is provided to the drive off Randall Street. This shall be shown on the plans before the request is forwarded to the City Council.
- b) Provide clarification of the road width on Sheet 7 of 28 as mentioned in the staff memo and City Engineer's review letter.
- c) Provide clarification of whether curbs and gutters are proposed throughout the development.
- d) Curb and gutters are required on each side of the main entrances into the units.
- e) Clarify and update plans as they differ between plan sheets as to where curb and gutter is proposed.
- f) Add information about the lighting pole types to the lighting plan before this request is forwarded to City Council.
- g) Parking space requirements of 1.75 spaces per family unit is approved as authorized by Section 1288.08. **(Only if this is okay with the PC.)**
- h) Off-street parking space size of 9' x 20' is approved as authorized by Section 1288.08. **(Only if this is okay with the PC.)**
- i) Indicate on the site plan which barrier free spaces are van accessible so it's clear that ADA requirements are met.
- j) Provide additional information on how trash will be handled for buildings 2, 4, 7, and 8.

10. The following items pertain to utilities:

- a) Public utilities shall be coordinated with the City Engineer and Department of Public Utilities prior to beginning any utility work.
- b) A public utility easement shall be granted to the City. The easement shall be wide enough to encompass the roads, water, sanitary, and storm sewer infrastructures.
- c) The public water main shall be placed at a standard location of 22' off centerline and outside of the roadway while the sanitary main should be underneath.
- d) A sanitary sewer inspection manhole shall be placed on each sanitary sewer lateral at the right-of-way of each unit.
- e) Sanitary sewer castings shall include the City of Coopersville standard casting and logo.
- f) Curb stops shall be placed at the easement.
- g) The applicant shall provide water system and fire flow requirements for all buildings. The existing area is served by a booster station at 64th and Randall. System capacity needs to be verified to determine sizing and looping requirements of water mains.
- h) A utility service layout for the commercial parcels shall be provided to ensure that future construction does not impact on the proposed roadways. Stubs shall be provided. Sanitary sewer is located on the north side of Randall. Service should be provided through these utility extensions rather than crossing Randall Street.
- i) A Non-Domestic User Survey must be completed and submitted to the Department of Public Utilities Superintendent.
- j) Private utilities shall be coordinated, with private companies.

11. The following items pertain to landscaping:

- a) The greenbelt trees along the frontage of Conran Drive shall not be more than 50% evergreens per Section 1285.03(c). This shall be revised before this application is forwarded to the City Council.

- b) The greenbelt trees along the frontage of S. 64th Ave. shall not be more than 50% evergreens per Section 1285.03(c). This shall be revised before this application is forwarded to the City Council.
 - c) A greenbelt in front of the commercial parcels will be required when development is requested on those parcels.
 - d) A greenbelt in front of the commercial parcels will be required when development is requested on those parcels.
 - e) *Gleditsia triacanthids inermis* ‘Skycole’ (Skyline Honest Locust) must be thornless. Note this on the landscaping plan that they will be thornless.
 - f) *Liriodendron tulipifera* (Tulip Poplar) seems to be prohibited. Provide clarification and if they are prohibited, swap it with a different species.
 - g) *Acer palmatum* ‘Bloodgood’ (Bloodgood Japanese Maple) seems to be prohibited. Provide clarification and if they are prohibited, swap it with a different species.
 - h) *Rosa rugosa* ‘Korgosa’ (Robusta Shrub Rose) is not found in the Ordinance. Provide clarification or swap it with a different species.
12. Provide more information about mail delivery locations.
13. A sign application must be submitted to the Zoning Administrator for the monument ground signs shown at the three entrances of the development.
14. All items mentioned in this memo and the City Engineer’s review letter that require revising the plans shall be made before this request is forwarded to the City Council.
15. The proposed site plan is approved contingent upon the City Council approving the special land use request.

Planning Commission Information

The following information was presented to the Planning Commission:

- *February 2024 – City Council Meeting Minutes*
- *February 2024 – Fire Authority Meeting Minutes*
- *February 2024 – Permits*
- *Wright Township – Notice of Intent to Plan*

Planning Director Comments

City Manager Dennis Luce thanked all the Planning Commission Members for their extensive work on the Coopersville MFD, LLC., Special Land Use Application and Site Plan.

Planning Commissioner Comments

Commissioner Henry stated that we need to review the letter from Spoelman, Hovingh & Feldt and address their concerns.

Adjourn

Being no further discussion, Chairman Heinz adjourned the meeting at 6:58 P.M.

Michael Heinz, Chairman

Kimberly Borgman, City Clerk