

VILLAGE OF KENT CITY
PLANNING COMMISSION

Proposed Regular Meeting Minutes

Thursday, January 5, 2017 7:00 PM

Kent City Village Office – Meeting Room

I. Call to Order

Vice Chairperson Ed Lain, called the meeting to order at 7:02 PM.

II. Roll Call of Commissioners

Members Present: Greg Goss, Staci Bull, Ed Lain, Nate Snoap,
John Petruska, Rood Vaughan, Steve Buckner

Members Absent: Dave Michell

Others Present: Dennis Kaminski, Zoning Administrator
John Milanowski, Milanowski & Englert Engineering
& Surveying, Inc.
Scott Knowlton, VP/General Counsel for Midwest
Property Development, Inc./Westwind Construction, LLC

III. Approval of Agenda

- a. With the addition of election of officers, approval of meeting calendar for the year and schedule a meeting with the lawyer to get information on the new medical marijuana law.

Motion by Goss, Second by Petruska to approve the agenda with the added items.

Vote: 7 Ayes, 0 Nays. **Motion** Passed

IV. Approval of Minutes of August 4, 2016 Regular Meeting

Motion by Petruska, Second by Goss to approve the minutes.

Vote: 7 Ayes, 0 Nays. **Motion** Passed

V. Public Time (5 minute limit)

Public Time was opened at 7:15PM – No comments

Public Time was closed at 7:16 PM

VI. Old Business - None

VII. New Business

1. 480 W. Muskegon – Dollar General Site Plan Review

- John Milanowski discussed the site plan that

Westwind Construction, LLC is proposing for a new store.

- Family Dollar only needs approximately 30 parking spots, not the 40 that are required by the village ordinance.
- Milanowski pointed out that they are using the Kent County drain standards.
- Milanowski discussed that the building slopes to the East and that the roof drainage will go to the retention pond that is to the East of the building.
Milanowski discussed that all of the other drainage will go to the retention pond that will be to the West of the building.
- Goss and Milanowski discussed if both retention ponds will be lined with gravel and sand because the ground is clay. Milanowski pointed out that it is not required by code so the retention ponds will not be lined with sand and gravel. Goss mentioned that he is concerned about the leeching that might occur.
- Milanowski mentioned that both retention ponds will be 4-5 feet deep.
- Milanowski discussed that there will be one free standing lighted sign and two lighted wall signs on the building.
- Milanowski discussed that the side lighting around the East, West and North side of the building will be on timers.
- Milanowski mentioned that there will be security lighting at the entrance of the building and at the back door of the building. The hours of the store will be 9-9PM.
- Petruska and Milanowski discussed differed parking. Differed parking is permitted within the village ordinance. Additional parking spaces will be added in the future if needed.
- Milanowski pointed out that there will be 3 foot burms on the SW side of the building so that the lights will not shine onto M37.
- Goss expressed his concern that Choice One Bank would like an 8 foot fence installed along the property line to screen the property. Choice One Bank would plant trees along the fence on their property. The fence would have to be 200-225 feet of fencing.
- Knowlton mentioned that they are willing to put in a 6 foot fence along the property line.
- Buckner and Milanowski discussed why they do not have to submit plans for the retention ponds to MDOT. Milanowski explained that they will actually reduce the run-off to MDOT with how their retention ponds are now.
- Milanowski mentioned that they do not need a permit for the driveway because they are using an existing entrance. They are using Choice One Bank's entrance.
- Buckner asked about fire protection. Milanowski discussed that they are not required to have sprinklers in the ceilings. He pointed out that the

State of Michigan does not require it. However, he did mention that there will be audible and visual fire alarms within the building.

- Vaughan addressed the issue of having a knox box with a key to the building. Knowlton mentioned that a knox box will be located at the entrance of the building.
- Buckner asked for clarification of what the roofing materials would be. Milanowski stated that the roof would be metal and in a tanish/brown color. The North and West outside walls would be split face concrete masonry.
- Petruska inquired about the time frame of construction. Milanowski mentioned that construction would start sometime before the end of the first quarter of 2017 and construction would be complete approximately within 60 days.

Motion by Petruska, Second by Snoap to approve the site plans with the stipulations of a 6-8 foot fence along the property line of Choice One Bank and Dollar General, a knox box at the entrance of the building for the fire department and any other approval from the village engineer Brian NewHof.

Vote: 6 Ayes, 0 Nays. **Motion** Passed

Goss obtained from the vote due to his relationship with Choice One Bank.

2. Election of Officers

- a. **Motion** by Petruska to nominate Vaughan for Chair, Second by Buckner.
Vote: 7 Ayes, 0 Nays. **Motion** Passed
- b. **Motion** by Petruska to nominate Bull for Secretary, Second by Buckner.
Vote: 7 Ayes, 0 Nays. **Motion** Passed
- c. **Motion** by Petruska to nominate Lain as Vice Chairperson, Second by Buckner.
Vote: 7 Ayes, 0 Nays. **Motion** Passed

3. Meeting Calendar

- a. **Motion** by Petruska to continue to have the Planning Commission meetings on the first Thursday of every month at 7PM, Second by Goss
Vote: 7 Ayes, 0 Nays. **Motion** Passed

4. New Medical Marijuana Law

- a. **Motion** by Petruska to call the township and schedule a joint meeting with the Planning Commission and the village lawyer to discuss the new medical marijuana law, Second by Goss.
Vote: 7 Ayes, 0 Nays. **Motion** Passed

5. Goss mentioned that the Planning Commission should revisit the sign ordinance.

VIII. Zoning Administrators Report

1. December, 2016

IX. Commissioner Remarks

X. Adjournment

Motion by Petruska, Second by Goss to adjourn the meeting.

Vote: 7 Ayes, 0 Nays. **Motion** Passed

Meeting was closed at 8:15 PM by Ed Lain, Vice Chairperson

Respectfully submitted,

Staci Bull
Secretary