

PROPOSED MINUTES
LAKETOWN TOWNSHIP PLANNING COMMISSION
4338 BEELINE ROAD
ALLEGAN COUNTY
HOLLAND, MI 49423
(616) 335-3050

APRIL 3, 2024

ARTICLE I. CALL TO ORDER

Chair Marcia Perry called the planning commission meeting to order at 7:00 p.m.

MEMBERS PRESENT: Dick Becker, Ray Buursma, Jim Johnson, Marcia Perry
MEMBERS ABSENT: Chad Nienhuis
STAFF PRESENT: Michelle Sall – Community development director
Doug DenBleyker – Graafschap Fire Department chief
Ron Bultje – Township attorney
Jim Hayden – Public information coordinator

ARTICLE II. APPROVAL OF MINUTES

Motion by Becker, second by Johnson, to approve the minutes of March 6, 2024, with the following amendments:

- **ARTICLE IV NEW BUSINESS, 2 SPECIAL LAND USE: APPL from Payne: “Johnson asked about setbacks. Sall said setbacks met requirements.”**
- **ARTICLE IV NEW BUSINESS, 4 SITE PLAN REVIEW from Rittenhouse: Add to paragraph “Perry was concerned about trees ...” the following “Rittenhouse said few if any mature trees would be removed.”**
- **ARTICLE IV NEW BUSINESS, 4 SITE PLAN REVIEW from Rittenhouse: Motion item 7 to read “Condo bylaws that include wording stating the units are not to be used to operate a business out of and will not be lived in;”**

UNANIMOUS DECISION VOICE VOTE – MOTION APPROVED 4-0.

ARTICLE III. OLD BUSINESS

1) Rittenhouse Special Use Request/Site Plan Review

Aaron Rittenhouse, owner or agent of property at 6265 Blue Star Highway, Saugatuck, MI 49453, that being tax parcel # 03-11-035-045-02, zoned C-2, is requesting approval for storage condos.

Sall noted a letter from the Graafschap Fire Department Chief Doug DenBleyker dated March 11, 2024, stating the need for an address sign and a Knox Gate key device if a gate is to be installed.

Rittenhouse addressed a list of information requested from the March 6 meeting:

- Sign designs: included in submitted material.
- Lighting layout and fixtures: included in submitted material, down-facing fixtures.

- Detention pond details: included in submitted material.
- Details on landscaping: included in submitted material.
Perry asked for more information on trees. The commission discussed types of trees for screening, number of trees being removed (Rittenhouse said he does not know but replanting is limited by the pond). Perry said replacements should be native species. Bultje said ordinance requires evergreens for screening but is not specific on the type. Johnson asked Rittenhouse to work with landscapers to use a mix of white spruce and Norway pine and provide a plan to Sall for approval.
- Elevations for wash bay and restroom: included in submitted material.
- Condo bylaws: Example submitted. Rittenhouse will add that owners cannot remove or replace locks since they will be set up to accommodate Knox Box keys.
- Gate: none proposed at this time.
- Noise: Sall said it's addressed in the bylaws under Exhibit A, pg. 23.
Buursma asked what type of noises to expect. Rittenhouse said the units are for storage and not businesses.

Johnson asked if there were any new comments from neighbors. Sall said no.

Motion by Johnson, second by Becker, to approve the site plan with the rationale that the request meets the standards in Sec. 38-65 Planning Commission Review of Final Site Plan, Sec. 38-91 Basis of Determination and Sec. 38-358 3(k) Use Regulations, with the conditions in the March 11, 2024, letter from Graafschap Fire Department Chief Doug DenBleyker, with screening of a mix of evergreens of Norway pine and white spruce; that a landscaping plan be provided for added trees for the rest of the property to be approved by Community Development Director Michelle Sall, and language added to the master deed that every unit owner must comply with the conditions established in the planning commission minutes of the April 3, 2024, meeting. Approval is based on the application, verbal representation and representation in the minutes, compliance with applicable laws and ordinances within the township, county, and State of Michigan. ROLL CALL VOTE. YES -- BECKER, BUURSMA, JOHNSON, PERRY. NO – NONE. MOTION APPROVED 4-0.

ARTICLE IV. NEW BUSINESS

Buursma has concerns about short-term rentals. He handed out copies of his points of concern. The commission agreed to put Buursma on the May agenda to discuss short-term rental issues.

ARTICLE V. CITIZEN COMMENTS

Start: 8:16 p.m.
No Comments
End: 8:16 p.m.

ARTICLE VI. ADJOURNMENT

Motion by Buursma, seconded by Becker, to adjourn the meeting at 8:16 p.m. UNANIMOUS DECISION VOICE VOTE – MOTION APPROVED 4-0.