

OSHTEMO CHARTER TOWNSHIP
PLANNING COMMISSION

MINUTES OF A MEETING HELD OCTOBER 25, 2012

Agenda

**PUBLIC HEARING – SPECIAL EXCEPTION USE (WEST CENTURY DRIVE THRU) –
REVIEW OF THE APPLICATION OF L.L. HARRIS AND ASSOCIATES, INC.
REGARDING THE RENOVATION OF AN EXISTING SHOPPING CENTER TO
INCLUDE THE INSTALLATION OF A DRIVE-THRU FACILITY**

**ZONING ORDINANCE AMENDMENTS – DISCUSSION OF PROPOSED
AMENDMENTS TO OSHTEMO TOWNSHIP ZONING ORDINANCE SECTION 76
REGARDING ELECTRONIC SIGNS AND BILLBOARDS**

**ZONING ORDINANCE AMENDMENTS – DISCUSSION OF PROPOSED
AMENDMENTS TO OSHTEMO TOWNSHIP ZONING ORDINANCE REGARDING
MICROBREWERIES AND OTHER SIMILAR USES**

**NON-MOTORIZED PLAN – DISCUSSION OF UPDATES TO TOWNSHIP NON-
MOTORIZED PLAN**

A meeting of the Oshtemo Charter Township Planning Commission was held on Thursday, October 25, 2012, commencing at approximately 7:00 p.m. at the Oshtemo Charter Township Hall.

MEMBERS PRESENT: Bob Anderson, Vice Chairperson
Carl Benson
Millard Loy
Dave Bushouse
Richard Skalski
Wiley Boulding, Sr.

MEMBER ABSENT: Kitty Gelling, Chairperson

Also present was Greg Milliken, Planning Director.

Call to Order and Pledge of Allegiance

The Vice-Chairperson called the meeting to order at approximately 7:00 p.m., and the "Pledge of Allegiance" was recited.

Agenda

The Vice-Chairperson asked if there were any additions, deletions or corrections to the Agenda. Hearing none, he called for a motion. Mr. Benson made a motion to approve the Agenda, as submitted. Mr. Skalski seconded the motion. The Vice-Chairperson called for a vote on the motion, and the motion passed unanimously.

Public Comment on Non-Agenda Items

The Vice-Chairperson asked if there was any public comment on Non-Agenda items. There being no public comment, the Vice-Chairperson dispensed with the public comment portion of the Agenda and proceeded to the next Agenda item.

Approve Minutes

The Vice-Chairperson stated the next item on the Agenda was approval of the minutes of October 11, 2012. He asked if there were any additions, deletions or corrections to the minutes. Mr. Boulding, Sr. indicated the discussion of the memorial under "Other Business" on page four should refer to 4th Street and not 9th Street. Otherwise, it is accurate. Mr. Skalski made a motion to approve the minutes, as submitted. Mr. Loy seconded the motion. The Vice-Chairperson called for a vote on the motion, and the motion passed unanimously.

PUBLIC HEARING – SPECIAL EXCEPTION USE (WEST CENTURY DRIVE THRU) – REVIEW OF THE APPLICATION OF L.L. HARRIS AND ASSOCIATES, INC. REGARDING THE RENOVATION OF AN EXISTING SHOPPING CENTER TO INCLUDE THE INSTALLATION OF A DRIVE-THRU FACILITY

The Vice-Chairperson indicated the next item on the Agenda was the review of a special exception use request of L.L. Harris Associates, Inc. regarding the installation of a drive-through facility at the West Century Center. Mr. Milliken reviewed the memo that he sent to the Planning Commission in their packets, and the same is incorporated herein by reference.

Mr. Milliken indicated that the applicant notified him about a week ago that they were not prepared to proceed with the public hearing at this time. They had not

completed leasing negotiations and did not want to go forward until that process was done. Therefore, they have requested that the application be tabled at this time. They have not notified Staff when they might be ready to proceed however.

Mr. Milliken indicated that the applicants were proposing a redevelopment of the West Century Center at the southwest corner of Drake Road and West Main Street. The project includes aesthetic and façade improvements as well as parking lot modifications and internal rearrangement to improve the leasability of the center. In addition, the end cap that was previously home to Blockbuster is proposed to be removed and replaced by a new structure that would be separated from the remainder of the commercial center and would house two tenants, one of which would have a drive through.

The Planning Commission engaged in discussion regarding the public hearing and process for continuing with the public hearing. Meeting dates and legal requirements were discussed.

The Vice Chairman opened the public hearing at 7:14 pm. Hearing no comments, Mr. Boulding, Sr. made a motion to close the public hearing at 7:15 pm. Mr. Skalski seconded the motion. The motion passed unanimously.

Mr. Benson then made a motion to continue the public hearing at the Planning Commission's regular meeting on December 13th. Mr. Skalski seconded the motion. The motion passed unanimously.

Mr. Bushouse indicated that the applicant should keep in mind snow removal in the winter when redeveloping the property and the need to keep the property decent due to the number of cars associated with food service uses.

ZONING ORDINANCE AMENDMENTS – DISCUSSION OF PROPOSED AMENDMENTS TO OSHTEMO TOWNSHIP ZONING ORDINANCE SECTION 76 REGARDING ELECTRONIC SIGNS AND BILLBOARDS

The Vice-Chairperson indicated the next item on the Agenda was a discussion of proposed amendments to the Oshtemo Township Zoning Ordinance Section 76 regarding electronic signs and billboards. Mr. Milliken presented the Planning Commission with a draft of a proposed text to deal with electronic billboards and their regulations, and the same is incorporated herein by reference.

Mr. Milliken reviewed the changes that had been made in the proposed Ordinance as a result of the discussion at the last meeting.

The Vice-Chairperson asked for clarification regarding the changes to paragraph 4.a. Mr. Milliken explained the changes were meant to clarify that double-sided

billboards are counted as two separate signs; each face is an individual sign. This is an important distinction for the incentive process.

Mr. Benson asked about paragraph 3.b and if the choice of colors used in the brightness test was best. Mr. Milliken explained that the use of white to establish the baseline value was so that no copy on the billboard would ever be brighter than the all-white sign.

Mr. Boulding, Sr. inquired about the potential enforcement of the brightness requirement and how it would work. Mr. Milliken explained the likely manner in which the standards would be enforced including confirmation of compliance at the time of initial approval, at inspection prior to final approval, and on a complaint basis throughout the life of the sign. Mr. Boulding, Sr. raised a concern that the equipment used to measure brightness by the sign company and by the Township may not all be the same or may not be calibrated in the same manner. Mr. Milliken said that would be a good reason to ensure the applicant uses a qualified and licensed professional.

The Planning Commission agreed that this draft was ready for a public hearing and could be heard at the same time as the microbrewery amendments whenever they were ready.

ZONING ORDINANCE AMENDMENTS - DISCUSSION OF PROPOSED AMENDMENTS TO OSHTEMO TOWNSHIP ZONING ORDINANCE REGARDING MICROBREWERIES AND OTHER SIMILAR USES

The Vice Chairperson said the next item on the Agenda was a discussion of proposed Zoning Ordinance amendments related to microbreweries and similar uses. Mr. Milliken presented the Planning Commission with a set of draft amendments and corresponding discussion, and the same is incorporated herein by reference.

Mr. Milliken indicated that following the last meeting, he had taken the proposed text that was discussed and combined it into one amendment. He reviewed the proposed text on a section-by-section basis starting with definitions.

Mr. Milliken indicated that most of the definitions were the same as presented at the last meeting, although he added a new definition for Wine Tasting Room. He said he had concerns about wineries in commercial areas due to the large-scale of the operation and the manufacturing nature of the use. Unlike microbreweries, there is not a small scale production model for this use. But, there is a license through the State for Wine Tasting Room, which is a retail facility associated with a winery. This could be located in a commercial area. By including the term in the definitions, the use can then be assigned to appropriate districts allowing the winery experience to be included in commercial areas without the impacts associated with the processing facility.

Mr. Benson agreed with this concept indicating that wineries typically involve a significant amount of truck traffic due to the loads of grapes involved.

Mr. Milliken reviewed the proposed amendments to the use districts as well as the minimum parking requirements.

Mr. Loy made a motion to schedule a public hearing for the November 29 special meeting of the Planning Commission to review the proposed amendments related to microbreweries as well as electronic billboards. Mr. Skalski seconded the motion. The motion passed unanimously.

Mr. Milliken explained that he continued to be in discussion with Mr. Owen regarding the potential for a microbrewery in Oshtemo. He has broadened his search within the Village Area. In addition, Township Staff and the Township Supervisor have a meeting with Southwest Michigan First to discuss economic development in general to better understand opportunities for the Township.

Old Business

There was no old business to discuss.

Any Other Business

Mr. Milliken indicated that at the November 29th special meeting, there will be the public hearing on the two amendments discussed this evening as well as a special exception hearing for Kalamazoo Christian Schools. However, at this time, there are no items on the agenda for November 8th, and it is too late for any applications to be added. The Planning Commission discussed cancellation of the November 8th meeting due to no items on the agenda.

Mr. Skalski made a motion to cancel the November 8th regular meeting due to there being no business to discuss. Mr. Loy seconded the motion. The motion passed unanimously.

Planning Commissioner Comments

Mr. Loy asked about other development occurring in the Township. Mr. Milliken discussed the development activity that was occurring in the Township.

Adjournment

The Vice-Chairperson noted that the Planning Commission had exhausted its Agenda, and with there being no other business, he adjourned the meeting at approximately 8:15 pm.

Minutes Prepared:
October 30, 2012

Minutes Approved:
November 29, 2012