

SAUGATUCK TOWNSHIP PLANNING COMMISSION

February 25, 2008

The Saugatuck Township Planning Commission met on February 25, 2008, at the township hall on Blue Star Highway, Saugatuck, Michigan 49453.

Present: Edris, Hanson, Milauckas and Rowe

Absent: Darpel, Jarzembowski and Rausch

Also present: Z. A. Ellingsen, Planner Sisson, Jeff Wilcox for Kronemeyer, and representatives for OxBow.

Chairman Hanson called the meeting to order at 7:00 P.M. Minutes of the joint P.C. and township board meetings of December 19, 2007 (Edris/Rowe), and of January 28, 2008 (Edris/ Milauckas), were approved as presented. Minutes of the Planning Commission's regular meeting of January 28 were approved as amended: Page 2, end of 1st paragraph add "because of the concerns stated in the Zoning Administrator's letter" (Milauckas/Rowe). Minutes of the Planning Commission's workshop on February 20 were also approved (Edris/Rowe).

There was no public comment. A workshop date could not be decided upon as yet. Hanson approved of the new electronic map of the township which was displayed. Ellingsen said he can print smaller versions himself.

Sybesma's site plan landscaping was compared with what exists, and Milauckas said the Commissioners thought they had a little more vegetation in the front than they did.

Ellingsen said he has cited Borland's use of the former RV park building on Blue Star as a travel/rental agency because he maintains a "professional office" needs SAU, but Borland's attorney thinks it is an allowable use. He added the issue will come before the ZBA this Thursday. Milauckas asked about Borland's U-haul trailer rental on the same property, and Ellingsen said he will be cited for that also. Both issues will be taken care of after the ZBA hearing.

Hanson introduced the request by Ron Kronemeyer for an additional lot in the Hilaire subdivision on Lakeshore Drive. Hanson said he understood this kind of division could be approved by the Township Board after review by the Planning Commission, but he did not find any standards in the Ordinance for that review. A triangular piece of lot 7 of Hilaire subdivision would be split off to accommodate the expansion of Kronemeyer's house on the neighboring lot to the south, which is not part of Hilaire. The remainder of lot 7, which conforms to the minimum lot width requirements, would then be salable. Ellingsen said, although it was not necessary to publish notice of this, he sent notice to some of the neighbors.

After some discussion, Hanson made a motion to recommend to the Township Board that they approve Kronemeyer's request for this lot division on the condition that the

triangular portion of lot 7 of the Hilaire subdivision be forever combined with the existing metes and bounds lot to the south of it. Milauckas supported and the motion carried.

At 7:40 P.M. Hanson opened the public hearing on OxBow's request for a site plan review of a new Paper Studio, although the public notice said SAU, which was already granted in 2005. Edris read the notice published in the newspaper.

Jason Kalajainen, the director, explained that the buildings now under construction are the Metternich Lodge and the Janie dormitory, approved last year. The print studio was taken down when the Lodge went up, and this Works on Paper studio replaces it, but on another piece of property within OxBow.

Jack Murchie, architect, displayed the site plan, and said the proposed building will be two-story, each level having 2050 s.f., contrary to what the public notice said. He described it as a barn-like structure with a metal roof and board and batten siding, which they hope to begin building after Labor Day and complete by May.

Sisson reviewed his memo dated February 20 and said he did not think this would be considered an expansion of more than 50% of a nonconforming use, but the ZBA will have to determine that. He suggested reviewing the original conditions of the SAU and adding his suggestions from pages 3 and 4 of his memo, all of which need to be included in the site plan. Hanson said he was concerned that in the future this might come to 150% of the original, and the Planning Commission would not be aware of it. He wondered if a baseline for square footage could be established. Kalajainen said after this new print studio, no new building was planned, and this site plan would be the Master Plan. He agreed that plans change if bequests become available. Murchie said he could come up with a baseline for square footage, using the perimeter of enclosed space or semi-enclosed space. Hanson suggested going back to what was there before the SAU site plan to calculate the base. Murchie admitted this site plan was incomplete, but there was consensus that the petitioner should not have to return to the Planning Commission after ZBA review unless the ultimate site plan deviated from this.

Rowe made a motion to close the public hearing and Edris seconded. Motion carried.

Hanson made a motion, supported by Rowe, to approve OxBow's site plan because the Planning Commission has not identified any reason why this expansion of a non-conforming use may not be allowed, that it does not violate any criteria in Sec. 40-1012 of the Zoning Ordinance, based upon the ZBA's authorization to expand and on the following conditions:

1. Appropriate Health Department and DEQ permits are granted, as applicable;
2. The studio is connected to available utilities;
3. The plans are reviewed and approved by the fire inspector;
4. All disturbed earth must be stabilized and over seeded or planted with materials native to or consistent with the existing habitat of the coastal dunes and woods;

5. During the construction phases all un-stabilized level ground shall be over seeded with winter wheat to form a temporary cover;
 6. On sloping ground, jute fiber planting fabric and winter wheat will be utilized;
 7. Winter plantings (if necessary) will be followed up with spring and summer plantings intended to provide permanent stabilization and cover consistent with the variable dune environment;
 8. Permanent vegetative cover and soil stabilization shall consist of the following:
 - In shady woodland areas, planting of wet tomesic forbs and grasses, native herbaceous plants such as columbine, may apple, Solomon's sea rattlesnake fern, leatherwood fern, wild geranium and other woodland plants;
 - In sunny, open areas, hardy, low-maintenance perennial grasses;
 - On steep slopes, staggered and stacked straw bales will be utilized as needed to assist in stabilization and re-vegetation;
 9. Retaining walls, where necessary and when approved will be constructed of 6"x6" or 8"x8" pressure treated ties laid horizontally using "dead man" ties at right angles to the wall;
 10. Pathways when required and approved, for barrier free access will be constructed of 2x2 pressure treated slats, 36" in length, and laced together with two rows of stainless steel braided cable;
 11. Decks, where approved, will be constructed of nominally dimensioned pressure treated lumber, or of equal or better material, and supported on concrete piers;
 12. Patios and landings where approved, shall be constructed of 24"x24"x2" pre-cast concrete tiles laid on a prepared sand bed, or other material of equal or better utility and durability; and
 13. Exterior lighting shall be consistent with the rest of the campus.
- The motion carried unanimously. There was some discussion of whether or not to suggest the ZBA require a baseline for OxBow.

The Commissioners considered some changes to the proposed Water Access Ordinance which Sisson had created after the workshop meeting. After some discussion, there was consensus that the number of persons allowed to access water frontage from a 100-foot lot should be the same whether the lot had a house or was vacant. Edris said he was more concerned about what might be built on the vacant lot, such as club house, storage barn, parking lot, etc. than how many people used it as access. Hanson said he would work on the scale of dwelling units per foot of water frontage.

Meeting adjourned at 9:56 P.M. The next regular meeting is March 24 at 7:00 P.M.

Betty A. White, Recording Secretary

Sandra Rausch, Secretary

MOTIONS

1. Motion by Edris/Rowe to approve minutes of joint board and P.C. meeting of December 19, 2007.
2. Motion by Edris/Milauckas to approve minutes of joint board and P. C. meeting of January 28, 2008.
3. Motion by Milauckas/Rowe to approve amended minutes of P.C. of January 28 regular meeting.
4. Motion by Edris/Rowe to approve minutes of workshop of February 20.
5. Motion by Hanson/Milauckas to recommend Township Board approval of Ron Kronemeyer's application to split lot from Hilaire subdivision.
6. Motion by Rowe/Edris to close public hearing for site plan for OxBow expansion.
7. Motion by Hanson/Rowe to approve site plan for OxBow expansion based on ZBA approval and on several conditions.