

Ganges Township Planning Commission
Regular Monthly Meeting Minutes for January 28, 2025
Ganges Township Hall
119th Avenue and 64th Street
Fennville MI, Allegan County

I. Call to Order and Roll Call

Chair: Jackie **DeZwaan** called the meeting to order at 7:00 pm

Introduction of new Recording Secretary, Katie **Wolfe**.

DeZwaan had contact today with the new planner from McKenna, Brad **Misner**. He will be here for the Public Hearing for the draft Zoning Ordinance. **Badra** is the contact, so **Misner** will be in contact with him.

Roll Call: Chair: Jackie **DeZwaan** - Present

Vice Chair: Dale **Pierson** - Present

Secretary: Phil **Badra** - Absent

Commissioner: Edward **Gregory** - Present

Commission Trustee: Dick **Hutchins** - Present

Zoning Administrator: Tasha **Smalley** - Present

Recording Secretary: Katie **Wolfe** - Present

II. Additions to the Agenda and adoption

Motion made by **DeZwaan** to amend the agenda, adding 2 in front of additional Commercial Buildings. Now stating VIII. 3) Site Plan for Cottage Home, 6810 124th Ave. Parcel 07-005-003-00 & 07-005-008-00 Office Building and 2 additional Commercial Buildings. **Gregory** seconded the motion. Motion passed.

III. General Public Comment - None

IV. Correspondence and Upcoming Seminars

DeZwaan has emails from:

Gregory to PC in reference to Saugatuck Townships Re: Lakeshore Development for buildings

DeZwaan to PC Re: annual report to the township board

Badra to PC Re: March Public hearing for draft zoning ordinance with reply from **Bouchard**.

Smalley to **DeZwaan** Fwd: PC Re: third quarter and annual report and **Smalley** site review from Ciesla

V. Public Hearing - None.

VI. Approval of Prior Minutes

Motion made by **Hutchins** seconded by **Gregory** to approve the November 26, 2024 minutes with corrections. Motion passed.

VII. Old Business - None

VIII. New Business

1. Election of Officers

DeZwaan made a motion to elect **Badra** as the Secretary. **Gregory** seconded the motion. Motion passed.

DeZwaan made a motion to elect **Pierson** as the Vice-Chairperson. **Hutchins** seconded the motion. Motion passed.

Pierson made a motion to elect **DeZwaan** as the Chairperson. **Hutchins** seconded the motion. Motion passed.

2. **DeZwaan** made a motion to set the PC meeting schedule for the fourth Tuesday of each month at 7:00pm at the Ganges Township Hall 1904 64th Street Fennville, MI 49408. **Hutchins** seconded the motion. Motion passed.

3. Site Plan: Eric **Leatherberry** - Cottage Home, 6810 124th Ave,
Parcel # 07-005-003-00 & Parcel # 07-005-008-00: Office Building and 2
additional Commercial Buildings

Eric **Leatherberry**, Project Manager at Cottage Homes, submitted an application to add two new accessory buildings plus an office building.

Gregory asked if this plan was previously approved as multiple buildings.

Smalley responded this is the same number of buildings as originally approved.

Gregory asked about garbage disposal and if there would be additions due to the increased number of buildings. **Leatherberry** replied they would not be expanding the garbage facility. Stating that all production will still happen in the existing building. No toxic waste is produced as they use all latex based products.

Gregory asked if subcontractors would be working in any of the buildings.

Leatherberry responded that all persons working at the location were their employees under their supervision/management.

DeZwaan asked about storage of vehicles in reference to the site plan, trucks and trailers are part of their work but noticed that boats were listed. **Leatherberry** and **Smalley** confirmed that those were old plans, no boats would be stored here.

Gregory asked about the use of the extra lot. **Leatherberry** responded that it would be a gravel parking area.

Gregory asked if customers would be coming to any of the buildings.

Leatherberry replied that there would be some public coming in to view the showroom and/or participate in the sales process.

DeZwaan measured and noted that the gravel parking lot is partially outside of the 500ft commercial boundary, which would need to be adjusted. **Hutchins** and **Smalley** mentioned that the whole parcel was rezoned as commercial.

Gregory stated, since **Smalley** is in charge of making that determination and it is previously stated on the plans, we should say that all buildings and parking lots must be as a condition in a commercial district.

Gregory noted if for some reason, Cottage Home changes, the property and those buildings, must be sold to one person, under one ownership. Anything that is

currently allowed within the commercial district, would be allowed within those buildings. That does not include multiple uses.

DeZwaan noted that on site plan review, it says 'approval of what was previously approved'. Due to the lapse in time, it needs to be considered a new site plan. On the memorandum from **Smalley** where it says 'restart construction of re-approved building', it should simply say site plan for office building and 2 accessory buildings.

Pierson commented that there is a low area along the east side, concerned about draining water. Would like to see a vegetation barrier of evergreens along the east side added to the site plan on C101, to help with draining water and to block the view.

Pierson asked if the lighting on the buildings would be facing downward.

Leatherberry asked if lighting is required. **DeZwaan** replied that lights are not required. **Pierson** noted, according to ordinance 13-04 B) light fixtures shall be provided with light cut-off fixtures that direct light downwards.

DeZwaan questioned the purpose of the proposed BIT spillway on M-89 on C101. **Leatherberry** believes it is already built into the existing curb. If so, the language should be changed on the site plan since it is already developed.

DeZwaan asked about the new sign, asking if the current sign would be taken down. Signs may only be a maximum of 24 sq. feet. **Leatherberry** stated the current sign would be replaced with the new sign, and it would not be lit.

DeZwaan commented that all bathrooms must meet ADA regulations.

Leatherberry agreed.

DeZwaan questioned the proposed septic and retention basins. They must have approval from Allegan County for septic and retention basins and may require a soil erosion and sediment control permit. **Leatherberry** stated that there are no new septic tanks going in. The original septic system is oversized to accept all four buildings, the tanks are a pressurized system. They will be getting new tanks but no new septic system or drain fields. **DeZwaan** feels strongly that we should have Allegan County approval of the new tanks going in.

DeZwaan made a motion to recommend the approval of the proposed site plan for Lakeshore Artisan Center LLC, Cottage Homes for the Office and 2 new Accessory buildings; subject to the following conditions. **Gregory** seconded the motion.

Motion passed with a roll call vote (4-0). The site plan for an office and 2 new accessory buildings was approved by a vote of 4 to 0 with the following conditions:

1. Any permits required by Allegan County for the additional septic tank/retention basins and soil erosion and sediment control be obtained
2. No hazardous waste will be used in the additional accessory buildings
3. All lighting be directed in a downward fashion.
4. Existing sign shall be removed and that the proposed 24 square foot sign will not be lit.
5. All buildings and parking lots must be located in the commercially zoned district.
6. The application submitted to MTS item #5 correction to read: start construction of the office and 2 accessory buildings.
7. All buildings including the restroom facilities must comply with ADA regulations.
8. Evergreen screenings on the east side.

DeZwaan amended the motion to change the language from proposed to existing on the site plans regarding the spillway on M-89. **Gregory** seconded the motion. Motion passed.

DeZwaan said typically tonight we would sign the maps with the approval, however, because the language has to change on the spillway and the additional evergreens must be added, we should have a document to sign. **DeZwaan** asked if that could be done by the February meeting. **Smalley** said it will be ready to sign for the next meeting. **Smalley** and **DeZwaan** decided just the one page (C101) needs to be changed.

IX. Administrative Updates

a. Township Board

Hutchins reported that the township board decided to triple any fees for anyone who has started a project before they have approval. Increased fees for site plan review and special land use to cover all expenses.

b. Zoning Board of Appeals

Pierson reported that the ZBA had three applicants at their Dec. 16th meeting.

1. 1808 N Morning Glory - 0307-320-021-00 - The ZBA approved the request for 5 ft of relief on both sides from the side setback of 15 feet for a new home.
2. 2003 Lakeshore Dr. - 0307-008-085-00 - The ZBA approved the request to enclose an existing deck and receive 5.5 ft of relief.
3. 2149 Lakeshore Drive - 0307-008-065-00 - The ZBA denied the request to increase lot coverage from 15% to 24.34% to build a new house. Stating the lot is typical of lots in the area and the property is large enough to build without the variance.

c. Zoning Administrator

Smalley reported that there would be a revised site plan and the private road at the February meeting. **DeZwaan** noted, regarding Ciesla, reclamation hasn't been continuing, it was part of what he was required to do and he hasn't done anything since. Reclamation needs to start this spring. **Smalley** will send a letter.

DeZwaan regarding compliance for driveway on Selah Way. **Smalley** sent two non-compliance letters with no response. **Smalley** will take next steps.

X. **Future Meeting Dates** - February 25th & March 25th

Special Meeting: March 10th at 6PM

XI. **General Public Comments** - None

XII. **Adjournment** - **DeZwaan** made a motion to adjourn the meeting, **Gregory** seconded the motion. Meeting was adjourned at 9:05 PM.

Respectfully Submitted,

Katelynn Wolfe, Ganges Township Recording Secretary