



Park Township

Ottawa County, Michigan

PARK TOWNSHIP PLANNING COMMISSION MINUTES

Draft until approved at next meeting

January 20, 2009

DRAFT COPY

Nicki Arendshorst, Chairperson, called the regular meeting of the Park Township Planning Commission to order at 6:30 p.m.

Present: LeeAnne Jachim, Bill Cole, Jeff Ebihara, Jeff Wincel, Ed de Vries, Janet Magennis, Nicki Arendshorst, Steve Schaftenaar, Joseph Lampen, Dan Martin, attorney and Eric Davis, Zoning Administrator

Absent: None

MOTION

A motion was made by Jachim and supported by Schaftenaar to approve the agenda as presented.

VOTE

Motion carried: 9-0

MOTION

A motion was made by Wincel and supported by Jachim to approve the minutes for the December 16, 2008 regular meeting with one typographical error corrected.

VOTE

Motion carried: 9-0

PUBLIC COMMENTS

Brian Dykstra, 623 E. Central Ave., Zeeland, stated that he serves on the Holiday Haven (HH) Trailer Park Board. He stated that there is full support of the members of HH for the requested parking lot. He stated that they would like to improve the parking situation because parking in the area, in general, is getting difficult.

Carl DeYoung, 6746 South Point, Byron Center, stated that he serves on the HH board and wanted to speak in favor of granting the request on tonight's agenda. He stated that he has been a member of HH for over twenty years. Parking is very difficult for friends and family. He stated that he felt that, based on the location of the requested parking lot and on the surrounding uses, this would be a reasonable request.

Joel Welch, 679 Bosma Ave., stated that while he signed off on the letter that the Bosma neighbors agreed to, he does not agree to the entirety of the law. The law relating to conditional rezoning is a vaguely written law and that makes this "problematic". The law should be managed in a conservative fashion. Is the use of variances for conditional rezonings, or "permission to break the law", going to become a "catchall"? He stated, "I don't know if you can attach this to the master plan, or not, some direction that the township can take."

AGENDA ITEMS

Item #1 Rezoning Request - R-4 to C-2 - With Conditions
Holiday Haven Trailer Park Association
0 - Third Avenue
70-15-33-279-001 (R-4)

Tabled October 21, 2008

MOTION

A motion was made by Magennis and supported by Jachim to remove the item from the table.

VOTE

Motion carried: 9-0

Arendshorst clarified that a motion to approve this item was made at the October meeting that was still a viable motion for this item. This motion needs to be withdrawn or acted upon. She clarified that the public hearing has been closed, but the applicant would be allowed to present his new information and conditions.

Lampen withdrew the motion from October.

Gary Schenk, attorney, stated that the application has been substantially revised. He gave a brief summary of the history of the parking and of the requests to have more parking. He stated that Holiday Haven (HH) had been given permission by the township to proceed with preparing the lot for parking and then that permission was withdrawn. The key to this conditional rezoning would be to restrict the lot to parking, both on this lot and their existing parking lot on Ottawa Beach Rd., in perpetuity. In the event the lots were no longer used for parking, the zoning would revert back to R-4. Parking in this lot would be for HH residents only. The lot could not be sold to a third party for parking or any other purpose or it would revert to R-4. The seasonal dates would be April 1 to November 1. The number of required variances has been reduced to five. Any approval would be subject to the ability of HH to obtain the needed variances. No boats or RV's could be stored in the parking lots. He stated that he felt that the negotiations with the Bosma neighbors resulted in a win/win situation. A robust landscaping design is proposed with maintenance requirements built in. Both lots are subject to the same restrictions. He clarified that this use protects this area from a more intense commercial use.

Curt Rypma, attorney, went over the proposed landscape and fence plans for both lots.

Arendshorst asked if the landscape plan for the new lot was part of what was approved by the neighbors.

Rypma stated that they actually didn't talk much about the new lot with the neighbors.

Wincel asked how they would enforce that only HH residents could park there.

Rypma stated that they have parking tags that would be handed out to the owners. The lots would be checked frequently and if a vehicle did not have a tag they would receive a ticket or would be towed.

Martin clarified that the way that the contract is currently drafted no guest would be able to park in those lots because it is restricted to "residents".

Arendshorst clarified that she wants this document registered at the Ottawa County Register of Deeds (OCRD).

Cole asked the total number of parking spaces that the park would own and the number of trailers in the park.

Rypma stated that the new lot has eighteen (18) parking spaces. The existing lot has twenty-two (22) parking spaces. The park has forty-five (45) trailers with one parking space in the park each.

Magennis asked about signage.

Rypma stated that there would be signs at both entrances and the word "reserved" would be painted on the paving. (It is the intent to pave the new lot.)

Schenk clarified that they will get all required Ottawa County Road Commission (OCRC) permits. He stated that they may be able to have wells there so they would sprinkle or else they would maintain the landscaping with hand watering.

Lampen asked for clarification about how this conditional rezoning works since there are two lots involved.

Martin stated that only the new lot would be rezoned (with conditions). The existing lot on Ottawa Beach Rd. is already zoned C-2. The conditions for both lots should be recorded at the OCRD.

Cole asked if the zoning on both lots would revert back if the conditions weren't met.

Martin stated that, in his opinion, they would both revert back to R-4 zoning. There would be questions at that time as to the process, potential referendum, takings, etc.

Cole asked about storm water drainage.

Schenk stated that it would use a leech basin.

Wincel asked what would happen with the contract if more variances were required.

Martin stated that it may be better to use the phrase “any needed variances” rather than a specific number. In addition, perhaps the contract should read “not more than eighteen parking spaces”, in the event the number turned out to be smaller.

Schenk stated that he would amend the contracts and site plan according to the meeting discussion.

Wincel stated that he appreciates the hard work that was done between HH and the neighbors.

MOTION

A motion was made by Ebihara and supported by Schaftenaar to recommend approval of the rezoning, with conditions, to the Park Township Board. _

VOTE

Motion carried: 8-1 (Magennis)

Martin left.

Item #2 Discussion – Master Plan Update
Park Township
52 - 152nd Ave.
70-15-00-000-000
Tabled December 16, 2008_

MOTION

A motion was made by Magennis and supported by Cole to remove the item from the table.

VOTE

Motion carried: 9-0

Ebihara, township board liaison, stated that he had talked to the board last week. He stated that he would like to see the PC give a recommendation to the township board on whether they want to proceed with gathering community input. If they do want to gather that input then the board would prepare a contract with the chosen firm (McKenna & Associates). He clarified that there are some funds allocated in the current year budget for updating the master plan (MP) but the new fiscal year would most likely begin before any work is completed. Those funds could perhaps cover the fees for community input but more funds would need to be allocated if, based on the data received during the community input, a complete rewrite of the MP were desired. He clarified that during the upcoming budget meetings he would ask for enough money to be placed in next year’s budget to cover a full update so that the money is there should that be the outcome.

Arendshorst clarified that the subcommittee was asking the PC how to proceed.

Ebihara stated that the board had a retreat in January and it seems that getting community input would fall in line with how the board wants to proceed with goals for the upcoming year. He stated that they may even want to increase the scope of the community input.

Magennis stated that it seems like a proper time to update the master plan. A survey would be a big part of that.

Lampen asked when the last survey was done.

Schaftenaar stated that it was done in 1996 and published in 1998.

Lampen wondered why the township wouldn’t want to wait for the census information. It is only a short time away and would provide new demographic information and trends would be easier to see after that information was received.

A discussion ensued.

Schaftenaar wondered what the available lot inventory looked like in the township. He agreed that the census information would be helpful.

Wincel stated that the township needs to get a sense of what the community wants and see if their vision matches the township’s

vision.

Ebihara stated that a small committee needed to be formed to define and negotiate the contract with McKenna & Associates (McKenna) and also to give insight to McKenna as to what the scope of the community input should be.

Magennis stated that she wanted to guard against a MP document that seemed like a “boiler plate” rather than a reflection of Park Township. She stated that she had been part of a committee to rewrite a MP for the City of Holland. She stated that by the end she felt that it was “fairly much a cookie cutter approach that could have described anyplace”.

Wincel stated that his professional background is negotiating contracts and he would be happy to help with that.

Jachim stated that she would like to see a community input that included some face-to-face input.

Wincel clarified that that is part of the plan.

A discussion ensued. A committee will be formed to help McKenna formulate what will comprise the community input.

Ebihara stated that he would like to come up with a solid estimate for community input and for a “full-blown” update and he will take those figures to the board as a recommendation for a “place holder” in the budget for the upcoming year so the funds are there if they are needed.

MOTION

A motion was made by Magennis and supported by Jachim to recommend to the township board a major Master Plan update including community input.

Magennis withdrew her motion.

MOTION

A motion was made by Ebihara and supported by Wincel to recommend to the township board the hiring of McKenna & Associates to provide assistance on gathering community input as a means to determine what kind of update is needed for the Park Township Master Plan.

VOTE

Motion carried: 9-0

Ebihara clarified that at the February board meeting the township supervisor should be authorized to make a contract with McKenna for assistance on gathering community input. A committee should be formed to negotiate that contract. Another committee should be formed to give input to McKenna on what should comprise the community input gathering. A place holder should be put into the township budget that would not only cover the community input but an entire update/rewrite of the master plan if it is determined via the community input that that is desired.

Ebihara clarified that the township has had a substantial decrease in funding from the state and will have another substantial cut in revenue from the state this year and thus the board may be reluctant to use funds for a total rewrite.

It was determined that Wincel and Arendshorst would begin the process for negotiating the contract. An additional committee will be formed to help McKenna with the scope/details of the community input.

Item #3 Resolution – 2009 meetings – Times and places
Park Township
52 – 152nd Ave.
70-15-00-000-000

MOTION

A motion was made by Cole and supported by Magennis to have all 2009 Planning Commission meetings at the Park Township Hall at 6:30 p.m. on the third Tuesday of each month.

A meeting will not be held if there are no agenda items. A minimum of four meetings per year will be held.

VOTE

Motion carried: 9-0

ANNOUNCEMENTS

MOTION

A motion was made by Magennis and supported by Jachim to adjourn at 7:47 p.m.

VOTE

Motion carried: 9-0

Meeting adjourned.

Sandy Brodie

Recording Secretary