

TALLMADGE CHARTER TOWNSHIP
PLANNING COMMISSION
JANUARY 24, 2017

7:00 p.m. Matthew Fenske called the meeting to order.

Members present: Matthew Fenske, Dewey Bultsma, James Szejda and Richard Temple.

Members absent: Marvin Bennink, Joel Terpstra and Curtis Rypma

Also present: Greg Ransford, Tim Irwin and Tim Grifhorst.

Approval of Agenda:

James Szejda provided a motion to approve the agenda. Richard Temple seconded the motion and was carried unanimously.

Approval of Minutes:

Dewey Bultsma provided a motion to approve the Minutes from the November 22, 2017 Planning Commission meeting. Richard Temple seconded the motion and was carried unanimously.

Non-Agenda Items:

No items were discussed at this time.

New Business:

- **Site Plan Reviews**
 - **Bolt Bin – 11331 3rd Ave**
 - Seeking Site Plan Approval for two storage buildings approximately 6,000 square feet and 2,400 square feet

Mr. Irwin Stated that he is seeking approval to add an additional two new buildings for storage purposes only. One building will be approximately 6,000 square feet and the second building will be about 2,400 square feet.

Matthew Fenske stated that the following items will need to be addressed.

- A. An easement document will need to be recorded at Ottawa County Register of Deeds office that allows both properties access to shared driveway.

Mr. Irwin stated that he will submit the required paper work for the easement between the two parcels.

B. Section 3.31 regarding Trash Receptacles and Dumpster Enclosures.

Dewey Bultsma stated that a dumpster will need to be provided for the building to the north. Bollards will also need to be placed in front of the dumpster enclosures.

Mr. Irwin stated that he agrees to add the bollards and addition dumpster with the appropriate enclosures.

C. Section 12.06(a) – Development Standards

Greg Ransford stated that the applicant meets the requirements of the percentage of glass and stone on the front elevation of the building.

Matthew Fenske questioned if the parking meets the requirements of the building standards.

Greg Ransford stated that parking meets the minimum requirements.

Matthew Fenske asked if the buffer between the properties that surround the applicants.

Greg Ransford stated that there is sufficient amount of coverage that buffer the property lines.

Matthew Fenske asked if the gravel surfaces will be paved.

Mr. Irwin stated that it will be completed at occupancy.

Matthew Fenske asked if the township engineer had any comments.

Greg Ransford stated that the engineer did look over the site plan and was satisfied with the plans as submitted.

Matthew Fenske questioned if the fire chief had any concerns of the site plan.

Greg Ransford stated that he has not heard back from the fire chief at the time of the meeting.

Dewey Bultsma asked if there were any plans to add additional sidewalks to the east of the existing building.

Mr. Irwin stated that it would not be feasible to add a sidewalk there. He stated that all the landscaping would be lost. Mr. Irwin also stated that he would be willing to submit funds for future use if sidewalks would be added to all of the industrial park.

Richard Temple provided a motion to approve the site plan as submitted with the addition of the following conditions:

1. Bollards place in front of both dumpster locations. An additional dumpster and enclosure to be added to the north property.
2. Shared easement agreement provided and recorded at the Ottawa County Register of Deeds.
3. Clearly identify existing and proposed pavement on the plan along with clearly marked dumpsters.
4. Construction of the sidewalk or a financial contribution is provided to the township in an amount pursuant to the requirement of the township Board of Trustees.

Dewey Bultsma seconded the motion and was carried unanimously.

○ **Dogwood Lane – Private Road Extension**

Mr. Grifhorst stated that the private road was developed in 1994 and would like to finish it completely. The two 10 acre parcels that are located on Dogwood Lane will be split into 2.50 acre lots. When the road was developed, there was a 10-foot grade for about 100 yards. He also stated that the road has been ditched already. Mr. Grifhorst has had Ottawa County Environmental Health Department out already and all future parcels have been perked.

Richard Temple questioned if the cul-de-sac at the end of the road graded.

Tim stated that it is 66 foot from outside to outside.

Greg Ransford stated that the fire chief stated the end radius at the cul-de-sac be widened.

James Szejda asked about the maintenance agreement that will need to be provided.

Greg Ransford stated that the maintenance agreement goes above and beyond the requirements.

Dewey Bultsma provided a motion to approve the submitted request with the addition of the following conditions:

1. 2% grade west to east is maintained
2. The cul-de-sac is level for one transition grade left to right.

Richard Temple seconded the motion and was carried unanimously.

● **2017 Meeting Schedule**

Matthew Fenske approved the meeting schedule as submitted. Richard Temple seconded the motion and was carried unanimously.

- **Election of Officers**

Matthew Fenske provided a motion to table the nomination of officers until all members are present. Dewey Bultsma seconded the motion and was carried unanimously.

Old Business:

- Correction to the September 27, 2016 minutes

Richard Temple provided a motion to revise the approved Minutes from the September 27, 2016 Planning Commission by indicating that Dewey Bultsma recused himself and sat in the audience during his application hearing. James Szejda seconded the motion and was carried unanimously.

Planning Commission Comment:

No comment was made at this time.

Adjournment:

Dewey Bultsma provided a motion to adjourn. Richard Temple seconded the motion and was carried unanimously.

Respectfully submitted:

Val Schwallier
Administrative Assistant

