

Laketon Township Planning Commission
March 9, 2021 Regular Meeting Minutes – APPROVED 04/14/2021

Meeting Held via Zoom under COVID-19 regulations

CALL TO ORDER: Chairperson Bob Marine called the meeting to order at 6:02 pm

PLEDGE OF ALLEGIANCE:

ROLL CALL:

- Present: June Earhart, Eric Anderson, DJ Hilson, Bob Marine, Dave Mieras and Suzanne Lockwood-Hayes (late arrival) **During roll call, all responded with their name and current location in Laketon Township*
- Absent w/notice: Paul Hoppa
- Also present: Zoning Administrator Theresa Maner, Recording Secretary Veronica West, Township Supervisor Kim Arter, Craig Gengler of Driesenga and Associates and Stacey Whalen of Wesco Inc.

APPROVAL OF AGENDA: DJ Hilson moved to approve the agenda as presented. June Earhart supported the motion. Roll Call Vote: in favor of the motion: DJ Hilson, Eric Anderson, June Earhart, Dave Mieras and Bob Marine. No votes in opposition. The motion carried.

APPROVAL OF MINUTES: DJ Hilson moved to approve the minutes of 02/10/2021 as presented. June Earhart supported the motion. Roll Call Vote: in favor of the motion: Dave Mieras, Eric Anderson, DJ Hilson, June Earhart and Bob Marine. No votes in opposition. The motion carried.

PUBLIC COMMENTS on AGENDA ITEMS ONLY: **NONE** – no public present per Zoom meeting host Kim Arter.

CORRESPONDENCE

- Planning & Zoning News: ZA Theresa Maner noted one particularly interesting article regarding regulation of short term rentals and suggested members review the article when they get their copies of this publication – this and several prior issue will be distributed next month when the meeting is planned to be in person.

UNFINISHED BUSINESS:

- **Master Plan (Review):** ZA Theresa Maner noted with the Wesco project this month she did not divide up the sections of the master plan to members for review, but will do so in time for next months meeting.

NEW BUSINESS:

- **Wesco #2 – Site Plan Review:** ZA Therese Maner orally walked through her staff report to the PC, pointing out ordinance sections to review and items to pay particular attention to, such as approvals from other entities, exterior lighting, drainage, ongoing maintenance responsibilities, off street loading, performance guarantees and a discrepancy of the site acreage etc. The floor was then turned over to Craig Gengler with Driesenga and Associates who is working for Wesco on this project. Mr. Gengler noted this project is really small changes to exterior lighting, landscaping and screening and then a complete resurfacing with a concrete surface. He noted the sites existing drainage issues and the existing 3 or 4 catch basins are failing and will be replaced along with more added to deal with the storm water as it currently runs off and into Whitehall Rd and this will no longer happen, after the work is done the water will all be captured and managed on site. The entire site will be resurfaced with concrete, instead of the mix of concrete, asphalt and gravel it currently is. There will be 3 distinct entrances delineated and clearly painted on the concrete to better manage traffic. The project does not include any changes to the store building of existing gas pumps or canopy aside from new recessed canopy lighting.

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There will also be better and more parking with new lights located in islands at the end of the row and vendor parking behind the store. Mr. Gengler then explained the site acreage discrepancy between their prints and survey and what was on file with the assessing office and GIS system. It appears the assessing office and GIS system included a 33' wide strip on the south side that is not part of the site, but set aside in the past for road purposes, that have never been developed. Mr. Gengler expressed confidence in the survey and the 4.51 acres shown on the prints. Next, phasing of the project was discussed, noting it would be done in 3 phases, Phase 1 scheduled to start April 5, 2021, Phase 2 scheduled to start April 26, 2021 and Phase 3 scheduled to start sometime between mid-May and June 2, 2021 with all work expected to be completed by July 2, 2021. Mr. Gengler also noted that Stacy Whalen of Wesco has confirmed the store will be open during the project and each phase where work is occurring will be fenced off for safety and a handicap parking spot will always be available.

Eric Anderson asked about the lighting on the store and canopy being brought up to current standards like the other Wesco stores in the area. Mr. Gengler noted the canopy lighting will be updated and recessed as per current codes and standards but the store lighting will not be done until next year per Stacy Whalen. Bob Marine has several questions; about the existing plan showing snow storage in the 33' strip on the south side, about the gas tanker trucks parked at the back of the site and if they are empty, and about the municipal water connection and line locations. Mr. Gengler noted that while the snow is currently piled up at that south line, the new plan will have a swale at the property line to contain run off and snow. Mr. Gengler noted that Stacy Whalen reported the trucks are emptied into the underground storage tanks before being parked at the back of the site. Lastly, he noted that the water meter is on the north side of the building and Stacy Whalen noted the situation has been investigated and the water service lines located so they won't be damaged during construction. Dave Mieras asked if the reason for waiting to update the building lighting until next year is because the store will be remodeled soon. Mr. Gengler noted the building was updated last year. There was discussion on the small shed adjacent to the store building and it was noted it was not part of this project site plan review and was just a replacement of the old shed with a new shed of the same size in the same location and the building permit was issued by the Laketon Township Building Dept. Bob Marine asked about the ongoing maintenance of the site. Mr. Gengler noted that the stormwater retention pond will be maintained by Wesco and have a maintenance agreement in place and on file with the Muskegon County Water Resources Commissioner as required and all other buildings and site maintenance will be done by Wesco as well. Eric Anderson stated he is comfortable with the plan but would like to see a commitment to updating the building lighting or having it as a condition of approval.

DJ Hilson moved to approve the site plan as presented, but with the following conditions:

1. The site plan/project gains approval from the Muskegon County Road Commission
2. The site plan/project gains approval from the Muskegon County Water Resources Commission (formerly known as the Muskegon County Drain Commission)
3. The site plan/project obtains the required Soil & Erosion Permit/Approval
4. The site plan/project obtains any other required local, State or Federal Permits
5. The site plan/project must bring the store building exterior lighting up to current code/standards within one year of completion of this project.

June Earhart supported the motion.

Roll Call Vote:

Voting in Favor of the motion: Eric Anderson, June Earhart, Suzanne Lockwood-Hayes, DJ Hilson, Dave Mieras and Bob Marine.

Voting in Opposition of the motion: None

The motion carried.

PUBLIC COMMENTS: **NONE** – no public present per Zoom meeting host Kim Arter

BOARD REPORTS:

- Board of Trustees: Eric Anderson talked about getting “up to speed” as a new trustee, wanting to learn more about the day to day operations of the township. He did comment on the Board having received a proposal from the Muskegon Area District Library, who is looking to put a branch library in Laketon Township, they have an offer from Reeths Puffer Schools to use the Administration Building on W. Giles Rd at no cost, but it is still a work in progress with not final determination made at this time.
- ZBA: Suzanne Lockwood-Hayes reported there has been no ZBA activity to report on.

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ADJOURNMENT:

- Dave Mieras moved to adjourn the meeting. Eric Anderson supported the motion. The motion carried and the meeting adjourned at 6:56 pm.

Respectfully Submitted:

Veronica West
Recording Secretary