

APPROVED MINUTES OF THE REGULAR MEETING  
OF THE KENTWOOD PLANNING COMMISSION  
OCTOBER 24, 2017, 7:30 P.M.  
COMMISSION CHAMBERS

- A. Chair Jones called the meeting to order at 7:30 p.m.
- B. The Pledge of Allegiance was led by Commissioner Pemberton.
- C. Roll Call:  
Members Present: Bill Benoit, Emily Bridson, Garrett Fox, Dan Holtrop, Sandra Jones, Ed Kape, Mike Pemberton, Frank Vander Hoff  
Members Absent: Johngerlyn Young (with notification)  
Others Present: City Attorney Jeff Sluggett, Community Development Director Terry Schweitzer, Economic Development Planner Lisa Golder, Senior Planner Joe Pung, Planning Assistant Monique Collier and the applicants.

**Motion by Fox, supported by VanderHoff, to excuse Young from the meeting.**

- Motion Carried (8-0) –
- Young absent -

- D. Approval of the Minutes and Findings of Fact

**Motion by Commissioner Holtrop, supported by Commissioner Benoit, to approve the Minutes of October 10, 2017 and the Findings of Fact for: Case#27-17 – Christ Community Church Conversion- Special Land Use and Site Plan Review for an Elementary School – Located at 2400 Forest Hill Ave**

- Motion Carried (8-0) –
- Young absent -

- E. Approval of the Agenda

**Motion by Commissioner Pemberton, supported by Commissioner Fox, to approve the agenda for the October 24, 2017 meeting.**

- Motion Carried (8-0) –
- Young absent -

- F. Acknowledge visitors wishing to speak to non-agenda items.

There was no public comment.

- G. Old Business

There was no Old Business

**Case#28-17** Ferguson– Special Land Use and Site Plan Review for a Contractor’s Yard –  
Located at 3900 44<sup>th</sup> Street

Pung introduced the request. He stated the request is for special land use and site plan review for a contractors yard. He stated the applicant is taking over an existing building. Pung stated for the use they want, they would like to expand the paved area behind the building. He stated they want to use that for storage of product in addition to what they would store indoors as part of their business.

Pung stated there were two issues at the work session. One was to provide more detail on the operations and business description, which would also include the type of material that would be stored outdoors and the anticipated stacking height for those materials. Pung stated the applicant has done that and also provided detail of how they will address the screening with the fencing, there will be cross has slates weaved through the existing chainlink fencing. Pung stated they are proposing an 8 foot high chainlink fence which is permitted in the I1 Light Industrial district.

Pung stated he is recommending conditional approval of the special land use and site plan review as described in his memos.

Jones opened the public hearing.

There was no public comment.

**Motion by Kape, supported by VanderHoff, to close the public hearing.**

- Motion Carried (8-0) –
- Young absent –

Nolan Miller, with Nederveld, and Random Webber, 230 East Church Street Williamston MI 48895 were present.

The commissioners offered no additional questions and were ok with the request.

**Motion by Holtrop, supported by VanderHoff, to grant conditional approval of the Special Land Use Contractor’s Yard as described in Case# 28-17 Ferguson. Approval is conditioned on conditions 1-6 and basis points 1-5 as described in Pung’s memo dated October 10, 2017.**

- Motion Carried (8-0) –
- Young absent –

**Motion by Holtrop, supported by VanderHoff, to grant conditional approval of the Site Plan dated August 19, 2017 and received October 16, 2017 as described in**

**Case# 28-17 Ferguson. Approval is conditioned on conditions 1-7 and basis points 1-4 as described in Pung's memo dated October 17, 2017.**

- Motion Carried (8-0) –
- Young absent -

**Case#29-17** – Kentwood Pizza Ranch – Special Land Use and Site Plan Review for a Drive-Thru (Pick up Window) Located at 3858 28<sup>th</sup> Street

Golder stated Pizza Ranch is opening a drive-up window. She stated there was previously a Pizza Ranch franchise at this location and it went out of business.

Golder stated at the work session there was discussion on the space between the newly installed landscape islands and the south side of the building. She stated there is 26 feet space and that made it impossible to have two traffic and a pick up window, therefore this will be a one way driveway going from west to east. Golder stated there is another one way situation along the east side of the building where there is a freezer cooler that was added on with the former Pizza Ranch use. The freezer reduced the service drive from a 30 foot width to an 18 foot width. She stated that is also not wide enough for two way traffic so we are looking at one way trips from north to south.

Golder stated part of the special land use and the site plan recommendation have to do with appropriate signage and notification so people will know these are one way drive aisles to avoid crashes.

Golder stated she is recommending conditional approval of the special land use and site plan review as described in her memos.

Jones opened the public hearing.

There was no public comment.

**Motion by Holtrop, supported by Pemberton, to close the public hearing.**

- Motion Carried (8-0) –
- Young absent

The commissioners wanted to make sure the applicants would have appropriate signage and were ok with the request.

**Motion by Holtrop, supported by Pemberton, to grant conditional approval of the Special Land Use approval of the Kentwood Pizza Ranch Drive-Up Facility as described in Case No. 29-17. Approval is conditioned on conditions 1-4 and basis points 1-5 as described in Golder's memo dated October 19, 2017.**

- Motion Carried (8-0) –

- Young absent –

**Motion by Holtrop, supported by Fox, to grant conditional approval of the Site Plan dated September 22, 2017 for the Kentwood Pizza Ranch Drive-Up Facility as described in Case No. 29-17. Approval is conditioned on conditions 1-3 and basis points 1-5 as described in Golder’s memo date October 19, 2017.**

- Motion Carried (8-0)-

- Young absent -

I. Work Session

**Case#30-17** – Zoning Ordinance Amendment pertaining to Art Display Venues

Schweitzer stated staff is looking for answers as to how we would handle art displays in the zoning ordinance. Schweitzer stated we have some terms in the ordinance that refer to art. He stated there is a use allowance for art galleries and parking requirements for art galleries, libraries and museums and there is allowance for statuary as an accessory use relegated to the rear yard area of a property. He stated the provisions do not distinguish between residential and commercial.

Schweitzer displayed examples of what may be viewed as art in the community.

Schweitzer stated other communities have separate criteria of how they evaluate an art display request. He stated some look at how it fits into the area, is it a traffic safety hazard, does it aesthetically fit in the area, does it have content that may be outside of the morals of the community. He stated they may go through an art review committee they make the recommendation to the City Manager and in turn the City Manager makes a decision on the request. Schweitzer stated that is one way we can approach this.

Schweitzer stated there are different scales and types of art It may be impossible to review some requests administratively, others may warrant planning commission action or City commission action. We have to figure out which direction the commissioners would feel appropriate in terms of process and review standards.

Schweitzer stated we will focus our research according to what the commissioners feel is appropriate. He stated we will have another work session at the next meeting.

The commissioners thought that public art is amazing. They feel it should be a process but how you define art versus signs should not be a cumbersome that people have to go through. Commissioners felt we need to make it an easy process a non-burdensome process. They felt you will have to get really technical on what you consider art. Currently, if it is not in the zoning ordinance you can’t do it. They felt we have to be careful what we say is signage and what isn’t signage. They feel we should have artist on a panel. Fox didn’t want to set it up by zone district, he thinks art sculptures, murals etc. would be subject to review by the art panel and this will apply in zoning district. The commissioners definitely think we will have to tighten up what constitutes art versus a

sign but it should be simple and quick. They felt a board review process may not be necessary. Commissioners felt if we get the definitions down then it shouldn't be a complicated process. They feel our ordinances are already set up by defining what you can do. The commissioner think we don't want to have an art board to determine what is good art and what isn't.

Schweitzer indicated that his impression is that the commission feels that process is important, one that is not cumbersome and we need to define some of the terms. Schweitzer stated he will provide the definition of sign and he will seek the commissioners perspective on what constitutes art. He stated we will come up with a better definition of art display venue. Schweitzer stated he really didn't want to restrict art to specific zone districts but apply it citywide so it is a general accessory use allowance.

J. New Business

**Motion by Benoit, supported by Holtrop, to set public hearing date of November 28, 2017, for: Case#31-17 - Woodland Mall – Final Site Plan Review Located at 3195 28<sup>th</sup> Street**

- Motion Carried (8-0) –
- Young absent -

K. Other Business

1. Master Plan Discussion

There was discussion about Division Avenue and active ways to make things happen on Division Avenue. Also discussion about Economic Development: Manufacturing; Jobs in the context of having transportation to the workplace; new ideas and innovation and entrepreneurial development; sustainability and green as being a good business for the City; Retail and what kind of land use decisions and recommendations can we make to help retailers; and mechanisms to safeguard against big box development going vacant.

2. Commissioners' Comments

No additional comments

3. Staff's Comments

Golder stated we need the LUZ committee to convene on November 14, 2017.

L. Adjournment

**Motion by Commissioner VanderHoff, supported by Commissioner Fox, to adjourn the meeting.**

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- Motion Carried (9-0) –

Meeting adjourned at 8:40p.m.

Respectfully submitted,

Ed Kape, Secretary