

APPROVED MINUTES OF THE REGULAR MEETING
OF THE KENTWOOD PLANNING COMMISSION
JANAURY 23, 2018, 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 Kape.
- C. Roll Call:
Members Present: Bill Benoit, Garrett Fox, Dan Holtrop, Sandra Jones, Ed Kape, Monica Sparks, Frank Vander Hoff,
Members Absent: Mike Pemberton, and Johngerlyn Young (with notification)
Others Present: Community Development Director Terry Schweitzer, Economic Development Planner Lisa Golder, Senior Planner Joe Pung, the applicants and about 30 residents.

Motion by VanderHoff, supported by Kape to excuse Pemberton and Young from the meeting.

- Motion Carried (7-0) –
- Pemberton and Young absent -

- D. Approval of the Minutes and Findings of Fact

Sparks stated she opposed on the Major Change to Speedway and not VanderHoff and also we need to add into the minutes the Oath of Commissioners Monica Sparks

Motion by Commissioner Holtrop, supported by Commissioner Benoit, to approve the Minutes of January 9, 2018 and the Findings of Fact for: Case#32-17 - Speedway – Major Change to the 52nd and Broadmoor CPUD - Located at 5173 Broadmoor Ave SE; Case #33-17 - Speedway – Expansion of a Special Land Use Vehicle Fuel Station and Site Plan Review - Located at 5173 Broadmoor Ave SE; Case#1-18 – Cobblestone at the Ravines –Final Site Plan Review of Phase II the Central Village Detached Condos and Phase I of the Village East Attached Condominiums within the Cobblestone At the Ravines on the North Side of 44th Street, West of Shaffer with changes noted.

- Motion Carried (7-0) –
- Pemberton and Young absent -

- E. Approval of the Agenda

Motion by Commissioner Holtrop, supported by Commissioner Sparks, to approve the agenda for the January 23, 2018 meeting.

- Motion Carried (7-0) –
- Pemberton and 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

H. Public Hearing

Case #2-18 – Grand West Auto - Special Land Use Indoor Vehicles Sales in an Industrial Zone and Site Plan Review Located at 4101 40th Street SE Suite 7

Pung stated the request is for special land use Indoor Vehicles Sales in an Industrial Zone. Pung stated in the operations statement they indicate no vehicles will be stored on site whether it is indoors or outdoors. The only function that will occur on site is a shared space for the office functions or a customer may come in to fill out title work. All vehicles are purchased over the internet and then shipped to the buyer.

Pung stated the recommendations are conditional approval of the special land use and site plan use as stated in his memo.

Jones opened the public hearing.

There was no public comment.

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

- Motion Carried (7-0) –
- Pemberton and Young absent –

VanderHoff, Fox, Benoit, Kape, Sparks, Jones were all ok with the request.

Motion by Holtrop, supported by VanderHoff, to grant conditional approval of the Special Land Use Indoor Vehicle Sales as described in Case 02-18. The approval is conditioned on conditions 1-8 and basis points 1-4 as described in Pung's memo dated January 12, 2018.

- Motion Carried (7-0) –
- Pemberton and Young absent -

Motion by Holtrop, supported by Fox, to grant conditional approval of the site plan dated May 1, 2006 as described in Case 02-18. Approval is conditioned on conditions 1-5 and basis points 1-5 as described in Pung's memo

- Motion Carried (7-0) –

- Pemberton and Young absent -

Case #3-18 – Quist Trust Rezone – Rezoning of 1.89 acres of Land from R1-C Single Family Residential to C4 Office Located at 3923 Burton St. SE

Pung introduced the request. He stated the request is to rezone 1.89 acres of Land from R1-C Single Family Residential to C4 Office. He stated there is currently a single family home on the property. He stated even with the rezoning it can continue to be used as a single family home as a non-conforming use. There wouldn't be a requirement for the home to be removed immediately.

Pung stated the Master Plan recommendation is for office development. Office development has to be compatible with what is already in the area. He stated you have medical clinics surrounding the property, daycare and on the south side which is in Grand Rapids and it is also master planned for institutional type uses. He stated in 2015 the City rezoned 3855 & 3875 Burton from R1-C to C-4. Pung stated the parcel is 130 feet wide the minimum for C4 is 80 feet and the lot area is over 1.8 acres, the minimum for the C4 is 11,050 square feet. If it is rezoned to C4 and they do wish to develop that would have some impact on the setback requirements for the building and parking for the areas common to residentially zoned properties.

Pung stated he is recommending to the City commission to rezone from R1-C to C4 as stated in his memo.

Jones opened the public hearing.

There was no public comment

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

- Motion Carried (7-0) –
- Pemberton and Young absent -

Commissioners were ok with the request and offered no additional comments.

Motion by Benoit, supported by Fox, to recommend to the City Commission approval of the request to rezone 1.89 acres from R1-C Single Family Residential to C4 Office as described in Case 03-18. Approval is conditioned on basis points 1-8 as described in Pung's memo dated January 12, 2018.

- Motion Carried (7-0) –
- Pemberton and Young absent -

Case #4-18 – Clark at Keller Lake Independent Living – Major Change and Preliminary Site Plan Review of a PUD Phase Located at 2451 Forest Hill Ave.

Golder stated the Clark development is a phase of an overall 84.48 acre development called the Embassy Park PUD. The gross density for the proposed overall 34.25 acre Clark development for Phase 1 (70 independent plus 80 assisted plus 23 existing independent units) is 3.10 units per acre. However, the density for PUD development is measured across the entire PUD acreage. The gross density of the overall 84.48 acre Embassy Park PUD is 2.25 units per acre.

Golder stated in 2007 the applicant received approval to build a congregate style building with 104 units, with the potential of constructing an additional building located to the north with 44 units. The last approval on the Clark site was for retention of the two assisted living facilities, and 171 total independent living units.

Golder stated what is being proposed are 4 buildings they are connected underground by garages. There are 70 units that are independent living apartments with a number of ancillary uses like dining halls and a fitness center that is proposed on the site for phase 1. She stated when you tally the existing 23 townhouse units with the proposed 70 units of independent living with the 80 units Oxford and Windsor manor assisted living beds (which are the equivalent of .3 dwelling units) that yields about 106.3 units. This is low density.

Golder stated the applicant has shown a rough area called phase 2. That will include 80 assisted living beds and 24 independent living units. At that point Oxford Manor and Windsor Manor would be demolished and potentially as a phase 3 they would do something with the demolished site. They describe more of a low density housing much like they have on the southwest side of the site.

Golder stated the request is still low density even with all the phases and even if it were 50 units of the low density we would still not be at the 184 that we had in 2007 which is the actual approved plan. She stated the request will go to city commission for the overall major site plan change approval and each phase would come back for approval.

Golder stated the phase 1 buildings are 3 stories underground parking, it has a central street that looks like a downtown. There is no commercial use planned within the store fronts, sidewalks going down the street, street trees, parallel parking and 90 degree parking on the other side, a sitting area, a fountain, a pergola and an overlook. The applicant indicated these areas will be open for the public to walk. Discussion ensued.

Golder stated there are a couple of issues she has with phase 2. She stated she can't tell what is going on, the building footprint seems big for the number of units that are describing, staff needs more information on that. She stated the building is practically sitting on the street, it goes into the required setback and it crosses over the road. The applicant indicated the road would have to be relocated but Golder commented it doesn't seem wide enough. She stated at staff's request they have added sidewalk, but the sidewalk stops. She stated we are going to recommend to continue the sidewalk. She stated if you are walking up Forest Hill Avenue we would want a sidewalk to connect

you with the pedestrian path. She stated she would also like to see better geometrics at the intersection. She stated the fire department still has to review the site plan.

Golder stated the recommendation is to recommend to the city commission conditional approval Conditions 1. The use shall be consistent with the PUD statement dated January 18, 2018, with the addition of information regarding the ancillary services provided, both in Phase 1 and in Phase 2 of the development. With the addition of additional information on the ancillary uses that they are asking for in phase 1 and phase 2

2. The applicant shall reduce the size of Phase 2 to ensure that the building does not violate the front yard setback requirements or eliminate all of the landscape buffer near Forest Hills Avenue and Somerset Drive. Somerset Drive shall not be relocated to the north, unless it is to be used for pedestrian and fire access only.
3. Additional sidewalk or non-motorized trail shall be provided from Forest Hills Avenue along the access road to Buildings 2 and 3 and to connect to the fire lane that runs adjacent to Keller Lake.
4. The applicant shall provide the city with information regarding the internal emergency response systems used by Clark, including emergency nursing for assisted living units and security. The information will be provided for the review and comment of the Kentwood Police and Fire Departments.
5. Compliance with the City Engineer's memo dated January 2, 2018. Approval of the site plan by the Kentwood Fire Department.
6. Applicant shall relocate the dumpster and generator to a side yard in accordance with Section 19.03 F of the Zoning Ordinance.
7. Sidewalk along the east side of the main driveway shall be extended to Somerset Drive.
8. Final approval of building elevations.
9. Approval of a landscaping plan and lighting for the site. The landscaping plan shall include a depiction of areas where trees will be preserved. The trees to be preserved shall be fenced during construction. The landscaping plan shall indicate how trees are to be preserved, and the applicant's plans for the removal or replacement of dead trees within the tree preservation area and throughout the site.

Brian Pange, President & CEO of Clark Retirement was present. He stated Clark is a nonprofit tax exempt organization that has been in the Grand Rapids area since 1906 providing senior living and senior services. Their mission is to create communities of dignity, compassion and respect the lives of older adults and those who care for them. He

stated they are trying to develop a community within the City of Kentwood for older adults who are aging, one that provides service for them or to them. He stated they are conscious of creating jobs as well for caregivers, dining services employees etc. Discussion ensued regarding their mission statement. Jones opened the public hearing.

Anthony Yates, 2372 Shadetree was present. His concern is the standing water. He is concerned about the drainage and what their plan would be for that. He stated they are basically trying to put 10 pounds of sugar in a 5 pound bag. They are trying to cram too much in the amount of space they have. Project representative Cheryl Scales said they aren't doing anything to disturb the woods/ wetlands in that area but if it is a problem they can work with the engineer.

Mark Daneman, 2557 Forest Bluff, stated there is a meeting that will be set up between Clark and the neighborhood. He asked the commissioners to hold off on the preliminary approval until after they have the meeting. He stated they have identified some issues; wetlands, lighting and signage they want to see, concerned about traffic and parking. VanderHoff stated he doesn't see any reason to hold off on the preliminary approval because it still has to go to city commission.

Tim Gietzen, Partners in Dental Care, 2565 Forest Hill Avenue south of the project was present. He stated the applicant bought over the plan and they are excited about the project. He stated Clark has been wonderful neighbors to them. They see the project as being a benefit to them.

Jenny Pierce, 2387 Gatetree was also present. She stated their main concern is to maintain the buffer between Summerset Drive and their neighborhood. She stated it was promised to them by the original owner and this is something they appreciate and hopefully they will maintain.

Susan Lipert 2364 Shadtrees Lane was present. She stated her concern is with phase 2, the road that go into the buffered area. She too would also like to see the buffer and landscaping they are putting in. She stated the applicant is saying that is a public walk, but they put no trespassing on all the paths. She questioned whether it will remain open to the public. She stated she also has concerns about traffic.

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

- Motion Carried (7-0) –
- Pemberton and Young absent -

Fox stated he would like for the applicant's to respond to the concerns of the residents.

Brian Page stated a letter will go out to all of their neighbors and they will get a personal invitation to the meeting on Wednesday February 7, 2018 at 5:30p.m. Pange suggested

the focus is on phase 1. He stated developing a senior housing project takes several years. He stated this project won't launch until spring of 2019 and it won't stabilize occupancy until the middle of 2020-21. He stated at that time they would consider phase 2 which could take another 2-3 years after that.

Pange stated relative to buffers for neighbors they would intend to keep as much as the buffer in place as possible. It its their intention to keep all the trees up, they don't want to touch the trees to the north, they have no plans to touch the land up there. He stated Somerset Drive is in question when they get into phase 2.

Pange stated in phase 1 when you look to the south and east the neighbors of Forest Meadows they want to make sure that they see a nice pleasant view of their scene today. That includes keeping as many trees in place as they possibly can, putting up berms etc. He stated they are building a community that is principally focused on the older adults who choose to live there, but they want to be good neighbors.

Pange stated regarding the trespassing signs; he's been with Clark 5 years and he didn't realize they were up there but he can assure that they value their neighbors and value the relationships they have. They are always welcome to come on to their property. He stated they will take the signs down if that's what it comes down to.

Scales stated they are preserving the woods, the plants and the wetlands that are out there. She stated they ask to work with the staff in spring because they can't do a tree identification study until they have some leaves. They are also going to finalize with the DEQ on the wetlands determination. They are going to come out and verify what they think the wetlands limits are. The DEQ will agree or disagree and whatever they think is what it is.

Scales stated as far as sidewalks there aren't any issues with the staff suggested sidewalks. She stated the dumpster and the generator they plan on fully enclosing them in a masonry structure with solid doors. She stated they can also enclose the generator or remove them and bank them together. She stated it is really important the dumpster and generator be somewhere in the general vicinity by the kitchen. She stated the suggestions of moving the dumpster puts it in front of some of the functions of the building and also these structures can be up to \$20,000 dollars to move and a generator to move is extremely expensive. She stated they would like to keep that area clear for the future connection and try and work out something with the neighbors so they can berm, screen or add more trees. She stated they also want to make sure they keep the service trucks in this area, they don't want them were the residents will be and where people will be walking.

Pange stated one of the very attractive things about this location is the woods and forest. They are going to do their best to keep it as much as possible like it is.

Jonathan Clarkwell with Progressive was also present. He discussed the building material Discussion ensued regarding the look and appearance of the building.

Sparks questioned the age of residents and if it will be affordable housing. Pange stated the resident age will be 62 and above within the senior living and senior housing market there is a variety of housing available affordable of market rate. This will be market rate housing not HUD supported consistent with the environment of Forest Hills, Kentwood and that area. Golder questioned if this is a continuum of care. Pange stated Clark is known as a continuing care retirement community a life plan community. Their whole focus is on providing long term housing for older adults from independent living all the way through the long term skilled nursing environment.

Fox questioned the sidewalks and berm. Pange stated they will do that.

Benoit stated he is a little concerned about the dumpster and the generator but if they can screen it that would be great. Holtrop stated his questions were answered and he is all set. Kape questioned if they would open a phase up for rehab. Pange stated the likelihood of them opening up a short term rehab would be slim and none.

Jones questioned the number of vehicles per unit. Pange stated they will have 77 parking spaces and most adults on the senior community require one vehicle very few require two. Jones stated she would not want to hear dumpster pick up. She asked will there be golf carts. He stated they are not envisioning but whatever the rules allow they will follow. Jones questioned if Clark will have a vehicle to transport residents. Pange stated today they have two buses they will continue to provide that capability.

Golder questioned if they are recommending relocating the dumpsters. Jones stated she was not okay with them in that location. Fox, Holtrop, VanderHoff, stated they are ok with leaving them where they are as long as they are screened.

Motion by Holtrop. supported by recommend to the City Commission conditional approval of the Major Change to an Approved PUD Site Plan for the plan dated January 16, 2018 for Clark Retirement Community as described in Case No. 4-18. Approval is conditioned on condition 1-9 and basis points 1-7 as described in Golder's memo dated January 18, 2018. Omitting condition 6 and adding landscaping and screening around the proposed dumpster and generator to condition 9.

- Motion Carried (7-0) –
Pemberton and Young absent –

Case#5-18 – Fox Ford Honda Service Building – Special Land Use and Site Plan Review for a Major Vehicle Repair Establishment Located at 3060 Broadmoor Ave SE

Schweitzer introduced the request. He stated the applicant is proposing to convert the building to major vehicle repair. Schweitzer stated the write-ups for the repair work will take place at the service center at the new car dealership to the north and west of this site. Thus there will be no customer queuing of vehicles waiting to access the re-purposed building. Therefore the existing character and traffic circulation in the general vicinity should not change. The proposed major vehicle repair operation would be consistent with the zoning district. Schweitzer stated they are going to do some changes to the interior. They are going to retain 4 carwash and/or detailing bays within the building. But they would create bays for servicing vehicles.

Schweitzer stated this will be a re-use of an existing building, no customer drop off at the building, and its combination with the used car showroom building represents integrated principal uses.

Schweitzer stated the recommendation is for conditional approval of the SLU and SPR.

Jones opened the public hearing.

There was no public comment.

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

- Motion Carried (7-0) –
- Pemberotn and Young absent –

There commissioners were ok with the request.

Motion by Benoit, supported by Fox, to grant conditional approval of the site plan dated 12-22-2017 for the request of Green Castle Properties LLC to establish Major Vehicle Repair at 3060 Broadmoor, SE as described in Case #5-18. Approval is conditioned on condition 1 and basis points 1-3 as described in Schweitzer's memo dated January 18, 2018.

- Motion Carried (7-0)
- Pemberton and Young absent -

Motion by Benoit, supported by Fox, to grant conditional approval of the Special Land Use request of Green Castle Properties LLC to establish Major Vehicle Repair at 3060 Broadmoor, SE as described in Case #5-18. Case #5-18. Approval is conditioned on condition 1 and basis points 1-3 as described in Schweitzer's memo dated January 18, 2018.

- Motion Carried (7-0) –
- Pemberton and Young absent -

I. Work Session

There were no work sessions

J. New Business

Motion by Holtrop, supported by Fox, to set a public hearing date of February 27, 2018 Case#6-18 – Zoning Ordinance Text Amendments

- Motion Carried (7-0) –
- Pemberton and Young absent -

K. Other Business

1. Speedway

Golder stated she spoke to Speedway and they wanted the commissioner's opinion on a new plan. She stated they were able to reduce the size of the building so they can align the driveway. Golder stated the applicant asked to table going to City Commission for now. They want to know if the commissioners are interested in having the plan come back. Typically when something is turned down they have to wait a year unless there is significant difference. She stated Speedway moved the transformer back. Golder stated they are having discussions with Lacks.

2. Zoning Ordinance Amendments Discussion

Schweitzer stated we will have a draft of 3 segments: Façade requirements, amendments to the Form Based Code and Zoning Board of Appeals Nonuse Review Standards. He stated staff would like to initiate the process to consider a public hearing for these on February 27, 2018 and have a work session February 13.

3. Master Plan Discussion

Schweitzer discussed transit oriented development (TOD) to include Woodland Mall, Division Avenue and 44th and Breton Ave he stated we feel it is a good one to retain.

There was also discussion about the 70/30 policy. He stated he would like a joint subcommittee of planning and city commissioners. Concurrently, staff will provide updates the Planning Principles contained within the 2012 Master Plan.

4. Commissioners' Comments

Kape stated in the Advance he notice Byron Township denied Wolverine Group and their client Popeye's for a proposed site on 68th Street, west of 131.

Fox stated he is expecting a baby on February 15.

Jones stated wanted a copy of the Vision Statement city commission adopted.

5. Staff's Comments

Staff offered no additional comments

L. Adjournment

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

- Motion Carried (9-0) -

Meeting adjourned at 9:25p.m.

Respectfully submitted,

Ed Kape, Secretary