

**HOLLAND CHARTER TOWNSHIP PLANNING COMMISSION**  
**Regular Meeting**  
**September 5, 2023**

Chairman Randy Kortering called the meeting to order at 6:00 pm and asked for a roll call of members present.

**Present:** Chairman Randy Kortering, Members Leo Barajas, Doug Becker, Steve Darrow and Russ TeSlaa. Also present were Community Development Director Corey Broersma and Recording Secretary Tricia Kiekintveld.

**Absent:** Vice-Chairman/Secretary Jack VanderMeulen, Evan Sharp and Assistant Planner/Zoning Administrator Kate White

**Public Comment:**

Raechel Haller from 302 Hoover Blvd, Holland, 49423. Ms. Haller stated that she lives on Hoover Blvd and is concerned with the additional traffic the proposed Culver's restaurant could generate. She said that area is already very busy and is worried about how much traffic will increase with the restaurant at this location.

**Minutes:**

\*\* It was moved by Barajas and supported by TeSlaa to approve the minutes of the regular meeting of August 1, 2023. A roll call vote was taken. Yes – 3, No – 0, Abstain – 2, Absent – 2. Motion failed due to not receiving a majority vote. Minutes will be approved at the October meeting.

**Public Hearings:**

**Chairman Kortering opened a public hearing for consideration** of a Special Land Use Permit submitted by Tammy Brack on behalf of Richard and Tammy Brack for a Home Occupation consisting of a Barber Shop. Said land is located at 392 Third Ave, described more specifically as Parcel Number 70-16-19-406-007. The subject property is zoned R-2 Moderate Density Residential.

Present for this request was Tammy Brack of 392 Third Ave, Holland, 49424.

Ms. Brack said that she is asking for approval for a Barber Shop. She said that it will be very simple with up to ten clients a day within the hours of 8am - 5pm. Ms. Brack stated that she will not be selling any products.

Mr. Kortering asked if she has parking available on her property. Ms. Brack stated that she has room for up to three cars at a time but will only have one client at a time, so there is a possibility of two cars in the driveway if one is getting ready to leave and the other client is coming for their appointment.

Ms. Brack noted that the space she is planning to use is an existing room that has heat and air conditioning and the only renovations she plans to do to the room would be cosmetic. She stated that the only equipment she would need would be a counter and a barber chair.

Mr. Barajas asked if she will be using any chemicals that will need to be disposed of properly. Ms. Brack said that she does not use any chemicals and the only cleaning product she uses is barbicide for a sanitizer.

Mr. Kortering asked if she has the proper licensing. Ms. Brack stated that she is a licensed barber and the home would be licensed by the state after she obtains special use approval from the Township.

Mr. Barajas asked if she needed to install a sink. Ms. Brack said that a sink is required by state law but that the space she is using already has a utility sink which would be replaced with a standard sink.

Chairman Kortering opened the meeting up for public comments.

There was no one present to speak to this request.

\*\* It was moved by Becker and supported by Darrow to close the public hearing. All in favor. Motion carried.

The Commissioners went through the Standards of Approval (Per Section 15.3 of HCT Zoning Ordinance)

1. **The use will be harmonious and appropriate with the existing or intended character and land uses in the general vicinity.**

A barbershop use consisting of haircutting and optional hair washes is not anticipated to create a significant impact on neighboring properties.

2. **The use will be served adequately by public services and facilities, including, but not limited to, streets, police and fire protection, drainage structures, refuse disposal, water and sewer facilities, and schools.**

The applicant stated that there will only be 1-2 cars parked at one time, so this is not an issue.

3. **The use will not involve operations, materials and equipment that will be detrimental, hazardous, or disturbing to any persons, property or the general welfare due to traffic, noise, smoke, fumes, glare, vibration, or odors.**

The Commissioners stated that they covered this in the discussion and this is not an issue.

4. **The use will be consistent with the intent and purposes of this ordinance and the Holland Charter Township Comprehensive Plan.**

The proposed use is allowed as a special land use in the R-2 Moderate Residential zoning district, and the site is designated for Low Density Residential, therefore, approval of a special land use for a home occupation could be considered consistent with the Zoning Ordinance and Comprehensive Plan if the standards for approval are met.

5. **The use will ensure that the environment shall be preserved in its natural state, insofar as practicable, by minimizing tree and soil removal and topographic modifications, which result in maximum harmony with adjacent areas.**

The applicant is using an existing space.

6. **The use will not result in traffic congestion, have an adverse impact on roads, nor cause hazards.**

The applicant anticipates that, at most, two customer vehicles may be within the driveway at one time (i.e., one client arriving for an appointment and one client leaving from an appointment). The Planning Commission is comfortable with the RV parked in the driveway.

7. **There is need for the proposed use within the township.**

The Planning Commission determined there is a need.

\*\* It was moved by Darrow and supported by Barajas to approve the Special Land Use Permit for a Home Occupation consisting of a Barber Shop limited to one barber chair and the owner shall work with the building department to pull any required permits. A roll call vote was taken. Yes – 5, No – 0, Absent – 2. Motion carried.

**Chairman Kortering opened a public hearing for consideration** of a Special Land Use Permit submitted by Nick Edwards of Car Center Collision & Glass on behalf of David Vander Slik of GRI-Felch, LLC for a Major Vehicle Repair facility. Said land is located at 12255 Felch St., described more specifically as Parcel Number 70-16-16-200-048. The subject property is zoned C-2 Community Commercial.

Present for this request was Becky Page of Holland Engineering, 220 Hoover Blvd, Holland, 49423 and Nick Edwards of Car Center Collision & Glass, 12400 14 Mile Rd., Greenville, 48838.

Ms. Page stated that the existing property has already been brought up to code with storm water, utilities, etc. She noted that there is a nice fenced and gated area at the back of the property. The only chemicals they will be using will be environmentally friendly, water-based paint. The proposed hours of operation will be Monday through Friday from 8am - 5pm.

Mr. TeSlaa asked how many working bays they will have. Mr. Edwards answered that the exact number has not been determined yet but the most they could have would be 20-25 bays.

Mr. Kortering pointed out that there is a detention pond along the east property line.

Mr. Kortering asked where the cars will be stored as they are waiting to be repaired. Mr. Edwards said that they will be in the fenced-in area but realizes that some vehicles will be dropped off after hours and those will sit in the front parking lot overnight; when they open in the morning, the vehicles will be moved into the fenced-in area.

Mr. Kortering stated that parking has been an issue with other car repair facilities, so they are just verifying the desired location of the parked cars at this site.

Ms. Page stated that the Township requires them to have 17 parking spaces and they currently have 33 spaces. Staff indicated that due to the large number of bays/service stalls noted by the applicant (20-25 bays), they are actually short on spaces. The ordinance requires 2 spaces per bay/service stall. Staff noted that is something to keep in mind before submitting a site plan.

The Commissioners had a discussion on a possible Zoning Text Amendment to make a change for outdoor storage/parking for vehicle repair facilities.

Mr. TeSlaa asked how long do most vehicles stay on-site until they are repaired? Mr. Edwards stated that most vehicles are there 4-5 days as they are a collision repair facility.

Mr. Kortering asked where parts that come in get stored until they are ready to be used. Mr. Edwards said that the parts are stored in the building and the cars are stored outside in the fenced-in area.

Chairman Kortering opened the meeting up for public comments.

There was no one present to speak to this request.

\*\* It was moved by Becker and supported by Barajas to close the public hearing. All in favor. Motion carried.

Staff noted that our ordinance is very specific of what uses can have outdoor storage and this use does not fall into a category that allows outdoor storage. He noted that the proposed use will likely be less noisy than the previous Contractor's Facility. Unfortunately, this use cannot have outdoor storage of vehicles and this Commission cannot grant a variance. Staff indicated that this Commission could approve the use with a statement that if the zoning ordinance changes in the future the outdoor storage would then be allowed within the existing fenced area.

The Planning Commission reviewed the Special Land Use Standards of Approval (Per Section 15.3 of HCT Zoning Ordinance)

1. **The use will be harmonious and appropriate with the existing or intended character and land uses in the general vicinity.**

The proposed use would be directly adjacent to a self-storage facility and apartment complex. The site is well-maintained and gated.

2. **The use will be served adequately by public services and facilities, including, but not limited to, streets, police and fire protection, drainage structures, refuse disposal, water and sewer facilities, and schools.**

The Commission stated that they have adequate parking access and traffic will be less than the prior occupant.

3. **The use will not involve operations, materials and equipment that will be detrimental, hazardous, or disturbing to any persons, property or the general welfare due to traffic, noise, smoke, fumes, glare, vibration, or odors.**

The proposed hours of operation (M-F, 8 am – 5pm) may limit the impact of noise for the adjacent residential use. The applicant stated that they will only be using water-based paint, which is not hazardous.

4. **The use will be consistent with the intent and purposes of this ordinance and the Holland Charter Township Comprehensive Plan.**

The proposed use is not consistent with the Township Comprehensive Plan, which envisions this property and general area north of Felch St to be utilized for High Density Residential uses. The Commission noted that to be consistent, it would require a huge modification of the building and the site.

5. **The use will ensure that the environment shall be preserved in its natural state, insofar as practicable, by minimizing tree and soil removal and topographic modifications, which result in maximum harmony with adjacent areas.**

The proposed use will be reusing an existing building.

6. **The use will not result in traffic congestion, have an adverse impact on roads, nor cause hazards.**

Not an issue.

7. **There is need for the proposed use within the township.**

The Planning Commission sees the need.

The Commissioners went over Staff's recommendations. They agreed with all the recommendations, however, noted they would be in favor of storing vehicles behind the fence at this site if a zoning text amendment were approved. It was suggested that the Commissioners state in a motion that they approve of vehicles being stored behind the fence when and if the ordinance changes in the future.

\*\* It was moved by Becker and supported by Barajas to approve the Special Land Use Permit for a Major Vehicle Repair Facility with the following conditions:

1. Hours of operation are maintained as proposed on Monday through Friday between 8 am and 5 pm.
2. Access to the rear of the building via the existing gate is maintained for the Fire Department.

3. All operations are to be conducted indoors and with no outdoor storage or repairs with the understanding that the ordinance may change in the future, at which such time the Commissioners are good with the outdoor storage behind the fence.
4. Landscaping to be maintained consistent with prior approval, including the installation of evergreen trees along the eastern property line, as required for the Type B Buffer.

A roll call vote was taken. Yes – 5, No – 0, Absent – 2. Motion carried.

### **Other Business**

**3717 Beeline Rd – Parcel Number 70-16-09-200-037– Site Plan Review** – Consideration of a site plan review submitted by Caroline Kimmel of Kittle Property Group, Inc. on behalf of Keith Smith of K & J Legacy, LLC for site plan approval for a 252-unit multi-family apartment complex, consisting of 6 three-story apartment buildings and 10 one-story garage buildings. The subject property is zoned R-3 High Density Residential and FP Floodplain.

Present for this request was Caroline Kimmel of Kittle Property Group, Inc. of 310 E 96th St, Suite 400, Indianapolis, IN 46240, and Bruce Callen of Callen Engineering, 108 East Savidge St, Spring Lake, 49456.

Ms. Kimmel noted that the layout has changed significantly to a circular/loped layout. Ms. Kimmel pointed out that in the southwest corner, they have a club house, playground, and picnic area.

Mr. Kortering liked the fact that 50% of the units now have a view of the pond and that there is now parking between the buildings allowing even more residents to park close to their units.

Ms. Kimmel addressed the entrances and exits for the development. She stated that the main entrance would be along Greenly by the club house. Ms. Kimmel noted that the entrance shown on the drawings on Beeline in the northeast part of the property would be only for emergency access. They would prefer not to have this be another public point of entry into the development due to concerns it would encourage more traffic through the development and they are concerned about safety of the residents. But if the Commission would like that to be another access point, they can do that.

Ms. Kimmel stated that they are intending to complete the extension of Greenly Street to Beeline.

Mr. Callen stated that soil borings, wetland evaluation, and a survey have all been completed. They are meeting with the Ottawa County Road Commission tomorrow and the Holland Charter Township BPW on Thursday.

Mr. Callen pointed out that in the northeast part of the property, they show a 25' wide easement which abuts a 25' easement to the north property giving a 50' easement total. They are saving this for a vehicular cross access.

Staff has some concerns with the easement in the northeast corner as it is not usable. Mr. Callen stated that if they need to extend the easement to the west, in order to be able to connect the northern property (Quincy Place) to Beeline Road, they are willing to do that.

Mr. Callen stated that they are extending the utilities 2,800 feet looping it together with Authentix and creating a looped system on their own property. Ms. Kimmel noted that extending the utilities

2,800 feet is a significant investment and is believed to be the longest utility extension done by a developer in the Township.

Mr. Callen noted that the sanitary sewer extends to the west property line but that the lift station downstream is not sized sufficiently for this project. Ms. Kimmel noted that they are in talks with the Township Water & Sewer Department on a timeline for an upgrade to this lift station and have adjusted their build timeline to coincide with the upgrade of this lift station.

Mr. Callen addressed the sidewalks. He said that the interior sidewalks will connect to the public sidewalks by the club house/main entrance and extend to the existing path system present at the Greenly Street and Beeline Road intersection.

Mr. Callen stated that they have changed the plans for the dumpster and handed out updated plans to the Commissioners.

Ms. Kimmel next addressed the storage requirements. She noted that the ordinance states a minimum of 120 sq. ft. of storage space and that Staff's comments did not consider a laundry or utility room. Ms. Kimmel pointed out that their laundry rooms are very large and have shelving and storage in the room. She said that to add a bit more storage they could expand the outdoor storage by a few feet as well, if required by the Commission.

Mr. Kortering stated that his opinion is that the 120 sq. ft. requirement is too high and that they need to take a look at the ordinance to reduce that requirement.

Mr. Becker asked Staff why laundry is not considered storage. Staff noted that the individual unit sizes and associated storage areas were not provided, however, the area of the appliances would not be considered usable floor area. Staff also recognized that further discussion is anticipated with the Planning Commission about reducing or eliminating the storage area requirement in a future Zoning Text Amendment.

Ms. Kimmel said that they are asking for a conditional approval with a reduction in the storage requirement by 13 sq. ft. Staff noted that the Commissioners are not able to approve the reduction in storage. He did state that the Commission could conditionally approve the request, then applicant could go to the Zoning Board of Appeals for a variance on storage space or they could apply for a text amendment.

Mr. Callen stated that they are waiting for approval for the storm water, and they are working with the Township on utilities.

Mr. Kortering stated that it is not for the Commissioners to decide if there should be a gate or not at the curb cut for the emergency access along Beeline Road. Staff stated that the indications are that the Fire Chief is not going to want a gate and that the road may need to be widened.

It was determined that the applicant will work with Staff on landscaping requirements as those maybe changing if the proposed Zoning Text Amendments are accepted by the Township Board at the meeting Thursday night.

Mr. Callen stated that they will work with the Ottawa County Water Resource Commission to verify that there is not a drain or associated easement on their property that would allow the existing trees to be cleared.

Mr. Kortering asked if they had contacted the school system regarding bussing yet. Ms. Kimmel stated that it is too early yet, but Mr. Callen noted that the buses will not come into the development so they will set up a bus stop wherever the school system wants the bus stop to be located.

Mr. Kortering asked if they are planning on installing any EV chargers at this time. Ms. Kimmel said that they are not planning any, but the garages will have electricity to them and they have the ability to add charging station if the need arises.

Mr. Kortering thanked the applicant for their hard work in trying to adhere to our Township's guidelines and recognizes all the hard work they put into their revised plans.

Staff asked for feedback from the Commissioners about the connectivity for the easement along the north side of the parcel. The Commissioners said that they would like to see the revised easement being able to accommodate at least an emergency drive and a sidewalk.

\*\* It was moved by Barajas and supported by Becker to approve the Site Plan for a 252-unit multi-family apartment complex, consisting of 6 three-story apartment buildings and 12 one-story garage buildings. Conditional approval with the following:

1. Plans to be updated showing unit sizes and storage complies with the ordinance.
2. Ottawa County Water Resources Commission approval to be secured.
3. Easement to Quincy Place with emergency access, sidewalk, and utilities be provided.
4. Landscaping to be approved by Staff.
5. Ottawa County Road Commission approval secured for driveways and the extension of Greenly Street to Beeline Road.
6. Approval from the Fire Chief on the access off Beeline for emergency vehicles.

A roll call vote was taken. Yes – 5, No – 0, Absent – 2. Motion carried.

**0 (vac) 120<sup>th</sup> Ave – Parcel Number 70-16-09-200-041 – Site Plan Review** – Consideration of a site plan review submitted by Dan Hibma of North Point Land, LLC of a 84-unit multi-family apartment complex, consisting of 4 three-story apartment buildings, 3 garage buildings, and one maintenance building. The subject property is zoned R-2A Medium Density Residential and FP Floodplain.

Applicant requested to postpone their request at this time.

**575 E. 16<sup>th</sup> St., 595 E. 16<sup>th</sup> St., 367 Hoover Blvd., 582 E 15<sup>th</sup> St. – Parcel Numbers 70-16-28-482-005, -006, -001 & -007** – Site Plan Review – Consideration of a site plan review submitted by Chris McGuire of McCon Building Corporation of behalf of TRT Partners LLC of a restaurant with a double drive-through. The subject property is zoned C-2 Community Commercial.

Present for this request was Chris McGuire of McCon Building Corporation 1209 Joseph Street, Dodgeville, WI, 53533.

Mr. McGuire indicated they are setting up a scope meeting for traffic flow with the county, city and state and understand that will be a condition of approval. He stated that he sat at the location to see the flow of traffic in the area from 4:30-5:30pm today. He said that the east bound stacks up and fills the que between the lights and stacks up quite a bit west of the westerly light. The west



flow of traffic flows very well and at the most he only saw 4 cars waiting at the light at Hoover Blvd, but the light allows for traffic to keep moving. He also said that there is little traffic that flows north on Hoover.

Mr. McGuire said that he contacted both neighbors and is working out the finer details with Mr. James Betzold to the east and Mr. Mike Baker of Nederveld to the north. He stated that he is also working with them regarding the right-of-way to the north of the property.

Mr. McGuire pointed out that they are proposing a 50' parking setback to the south, where only 10' is required. To the west they have 15' of green space and they plan to add a 2' high berm along with shrubs to provide a screen for the neighbors to the west. Mr. McGuire said they are planning on 10' x 20' stalls with a total of 20 cars from beginning to the end.

Mr. Kortering asked Mr. McGuire to clarify what he is proposing for the right-of-way. Mr. McGuire stated that he is working with Mr. Betzold and Nederveld on assuming the complete right-of-way.

Mr. Kortering pointed out that the plan shows two access points; one off 16<sup>th</sup> Street and one off Hoover Boulevard. Mr. McGuire noted that the traffic study will dictate where the access points will have to go.

Staff said that they submitted the plan to the City of Holland as well and they had some follow-up comments to the proposed site plan.

1. A traffic study shall be conducted.
2. Prior to the traffic study being conducted, the developer shall provide a Memorandum of Understanding that has been agreed upon by all parties.
3. The City will share the traffic study with other entities including but not limited to MDOT and Ottawa County Road Commission.
4. The City will want to review any utility connections, including stormwater, to the City system along 16th Street.
5. According to the City GIS, it appears that there is an existing drainage course through the site. We would like to see on the site plan what the plan for that water is.
6. Sidewalk shall remain on site, meeting City standards.

Mr. Darrow inquired if the Commissioners could allow an exit only to the west. Staff answered that where the exit(s) are located would be up to the traffic study.

Staff clarified that the right-of-way on 15<sup>th</sup> St. can be granted to a single owner if the Township Board receives letters signed by the other owners relinquishing their rights to a portion of the former right-of-way. Staff indicated some concern with the driveway flare and wondered if that encroached on the neighboring frontage? Staff noted that they would have to meet Ottawa County Water Resource Commission requirements, that there are a couple landscaping deficiencies, and that the lighting plan was submitted but doesn't meet color temperature requirements.

Mr. Barajas asked how long it would take for them to have a completed traffic study. Mr. McGuire said that typically they would have the report back in two months. Mr. Kortering told the applicant that it looks like the Commissioners are not ready to give approval without seeing a traffic study and having an updated lighting plan that meets the requirements.

\*\* It was moved by Becker and supported by Barajas to table the Site Plan at this time pending a traffic study and updated photometrics plan. A roll call vote was taken. Yes – 5, No – 0, Absent – 2. Motion carried.

**0 (vac) 140<sup>th</sup> Ave – Parcel Number 70-16-07-200-022 – Site Plan Review** – Consideration of a site plan review submitted by Brad VanderZwaag of BauVan Land Co, LLC for site plan approval of a 120-unit multi-family apartment complex, consisting of 5 three-story apartment buildings with 24 units each and 5 one-story garage buildings. The subject property is zoned R-3 High Density Residential.

Applicant requested to postpone their request at this time.

**13928 Westwood Lane – Parcel Number 70-16-07-231-007 – Site Plan Review** – Consideration of a site plan review submitted by Brad VanderZwaag of BauVan Land Co, LLC on behalf of Neal Kelley of NFK Properties LLC one multi-family building, consisting of 9 townhome style units measuring two stories in height. The subject property is zoned R-3 High Density Residential.

Applicant requested to postpone their request at this time.

#### **Tabled Items**

**410 & 414 E 8<sup>th</sup> St – Parcel Number 70-16-28-328-002 & -003 – Preliminary PUD** – This item was tabled at the April 11, 2023, Planning Commission meeting.

Present for this request was Mr. Paul DeBoer of MONDAY Impact Development.

\*\* It was moved by Becker and supported by Darrow to un-table this item. All in favor. Motion carried.

Mr. DeBoer said that since he was here in April, they have been in communication with Lemon Fresh Dry Cleaners and have a lease agreement for 10 parking spaces. This will bring their parking space count up to 36 spaces.

Mr. DeBoer also said that they are working with Landscape Design and forwarded a landscape plan to Staff today. Mr. Kortering told the applicant that they can continue to work with Staff on landscaping.

Mr. DeBoer stated that they added glazing in the form of narrow ground to ceiling windows on the front of the building. He said he also has two interested parties for the office/retail space. Mr. Kortering also pointed out to Mr. DeBoer that this space could be a fitness space for residents, leased office space for residents, or any other type of space that residents could utilize.

Mr. Becker asked how many parking spaces did the Commission ask them for. It was stated that the minimum would be 40 spaces and they are now at 36 with the potential parking agreement. Mr. DeBoer suggested that a municipal lot would be a good option for this area, similar to what has been done in Holland City.

Mr. DeBoer said that they would be willing to put in their lease agreements that deAnker is providing parking spaces and the tenants are not to park in neighboring parking lots.

Mr. DeBoer stated that the agreement with Lemon Fresh would be an autorenewal agreement but if Lemon Fresh sells they could lose the parking.

Staff has questions about landscaping, parking sizes, flow on the property, if the parking will cause pedestrians to walk on Center Street to get to and from Lemon Fresh property if leased parking spaces are acceptable.

Mr. DeBoer stated that they have long term plans to purchase the Lemon Fresh property and then develop it into parking along with a small retail space with several apartments on the 2<sup>nd</sup> floor.

\*\* It was moved by TeSlaa and supported by Barajas to table this item to give the applicant time to address parking, landscaping, and give a copy of the lease agreement with Lemon Fresh to Staff. A roll call vote was taken. Yes – 5, No – 0, Absent – 2. Motion carried.

The Commissioners assured Mr. DeBoer that they really want this development to happen, but they are just struggling with the lack of parking.

Staff noted that if the parking agreement is going to happen then the Commission will need to see new plans with those parking spaces.

### **Planning Commission Discussion - Federal District Overlay Zoning Ordinance**

The Commissioners talked about a couple of items that needed verbiage clarification.

**Change of November's regular meeting date from November 7 to November 14** due to a conflict with the November 7, 2023, school election. All members are in agreement with the date change.

The next regular Planning Commission meeting is scheduled for Tuesday, October 3, 2023, at 6:00 pm.

The meeting adjourned at 8:27 pm.

Respectfully submitted,

Tricia Kiekintveld  
Recording Secretary