

**Planning Commission
Regular Meeting Minutes
Monday, February 21, 2023 at 6:00 p.m.
Meeting held in person**

Call to Order: Chair Ihle called the meeting to order at 6:00 PM.

Roll Call:

Present: Dave Ihle, Jackie Ground, Denise Webster, Ken Butler, Jon Helmrich, Gordon Stannis

Absent: Michael Wurth

Also Present: Planning and Zoning Administrator Lynee Wells, Recording Secretary Morgan Arens, John Hesse, John Manifold, Rob Zeller, Kyle Vyncke, Max Nykerk, Becky Page, David Rodriguez, Bobbie Gaunt, Alec Payleitner.

Approval of Agenda

Ihle introduced the agenda.

A **Motion** was made by Webster to approve the agenda as presented. Supported by Butler. Motion carried unanimously by voice vote.

Approval of Minutes

Minutes from the January 17, 2023 meeting were discussed and adjustments were made (record on file).

A **Motion** was made by Butler to approve the minutes from the January 17, 2023 as amended.

Supported by Webster. Motion carried unanimously by voice vote.

Public Comments:

Ihle opened the floor for Public Comment. There was none. Ihle closed Public Comment.

New Business:

1. Site Plan Review, Blue Star Brewery at 6525 Blue Star Highway, Parcel 20-003-040-10, approx. 3.06 acres in area, Applicant is David Rodriguez, Agent is Holland Engineering

Ihle recused himself from this portion of the meeting due to conflict of interest.

Planning and Zoning Administrator Wells gave an overview of the site plan, noting items that do not go along with our current ordinance.

Ground asked about the timeline and projected completion for the revised Township Ordinance.

Webster asked if the Commissioners should waive the Ordinance to accommodate the Brewery's parking lot plan.

Butler asked if instead of the Commissioners waiving the Ordinance, could the Brewery amend to their site plan at a later date?

Becky Page, representative of Blue Star Brewery, gave a presentation overviewing the site plan along with responding to Commissioner questions and explaining the exceptions to the ordinance that they were requesting.

Max Nykerk, Lakewood Inc, gave an overview on the lighting and stated that Lakewood Inc is willing to work with the Commissioners on coming to an understanding of expectations.

Butler asked if, in order to meet the ordinance, the roof can change direction to differentiate between the building and the covered outdoor area?

Stannis applauded the aesthetic of the building, stating that it matches with the community

standards.

Ground agreed with Stannis. She asked if any equipment would be exterior on the roof or all interior. Stannis asked about the lighting plan.

Webster asked if the applicant can submit an updated lighting plan, because the current one does not meet the requirements. She also raised concern regarding the driveway and how it will realistically function, asked for clarification on the discrepancy on the plans regarding the water basin and recreational area, questioned the well protection.

Ground asked about the parking lot logistics and how people will navigate the parking lot. She also requested clarification on the landscape plans.

Webster asked Wells if the landscape plans meets the Township standards.

Butler stated that without the Fire District's approval regarding the driveway, that he has a hard time approving it.

A **Motion** was made by Webster to postpone the Site Plan Review, Blue Star Brewery at 6525 Blue Star Highway, Parcel 20-003-040-10, approx. 3.06 acres in area due to the following: updated landscape plan, updated lighting plan, updated architectural plan, updated parking plan for pedestrian and vehicle safety, a revised final site plan, and Saugatuck Township Fire District approval.

Supported by Butler.

Roll Call Vote:

Yes: Ground, Webster, Helmrich, Butler, Stannis

No:

Discussion: None

Motion carried unanimously via roll call vote.

The Planning Commission took a break from 7:30-7:35 PM.

2. Site Plan Review, Auto Camp Campground, on a portion of 20-003-041-00, portion of 20-003-071-00, 20-003-042-00, 20-003-042-00 and a .75 ac. portion of 20-003-063-18, Applicant: John Hesse, Agent: Nederveld

Wells gave an overview of the site plan.

Before the presentation, Webster asked if this was the final site plan or a preliminary site plan.

Hesse clarified that they consider it a final site plan.

Applicant John Hesse presented.

Butler asked why the full final site plan was not submitted all at once, instead of them submitting in stages.

Stannis asked about the Fire District approval of 25' between each fire pit.

Webster asked for a template of each campsite and for clarification on whether the paths to the campsites would be paved or gravel.

Ground asked about the fencing around the property.

Butler asked about the escrow account and the contractual sewer capacity.

Ihle asked about parking and whether or not they would come back to amend. He also asked about plans for utilities.

Webster asked if the grading plans has to show an easement and also asked if they would come back to the Planning Commission or if staff would cover the next plan review.

Ground asked if the architectural plan would come back to the Planning Commission or if staff would cover the next plan review.

Webster asked about parking for guests.

A **Motion** was made by Stannis to approve Site Plan Review, Auto Camp Campground, on a portion of 20-003-041-00, portion of 20-003-071-00, 20-003-042-00, 20-003-042-00 and a .75 ac. portion of 20-003-063-18 with the condition in the Planner's Memo from January 10, 2023. Supported by Ground.

Roll Call Vote:

Yes: Ground, Helmrich, Ihle, Stannis

No: Butler, Webster

Discussion: None

Motion carried 4-2 by roll call vote.

Old Business:

None

Public Comments:

Ihle opened the floor for Public Comment. There was none. Ihle closed Public Comment.

Report

1. Township Board Update: Helmrich stated that there is no report due to the Township Board meeting not being held yet.
2. Staff Report/Announcements: Planning and Zoning Administrator Wells gave an update, which is on file.
3. Commissioner Comments: Butler inquired about the proposed North Shore Marina and the Saugatuck Dunes Coastal Alliance letters, asking Wells for more information on the matter.

Adjourn:

A **Motion** was made to adjourn at 8:53 PM by Webster. Supported by Butler. Motion carried unanimously by voice vote.

Motions

1. A **Motion** was made by Webster to approve the agenda as presented. Supported by Butler. Motion carried unanimously by voice vote.
2. A **Motion** was made by Butler to approve the minutes from the January 17, 2023 as amended. Supported by Webster. Motion carried unanimously by voice vote.
3. A **Motion** was made by Webster to postpone the Site Plan Review, Blue Star Brewery at 6525 Blue Star Highway, Parcel 20-003-040-10, approx. 3.06 acres in area due to the following: updated landscape plan, updated lighting plan, updated architectural plan, updated parking plan for pedestrian and vehicle safety, a revised final site plan, and Saugatuck Township Fire District approval.
Supported by Butler.
Roll Call Vote:
Yes: Ground, Webster, Helmrich, Butler, Stannis
No:
Discussion: None
Motion carried unanimously via roll call vote.
4. A **Motion** was made by Stannis to approve Site Plan Review, Auto Camp Campground, on a portion of 20-003-041-00, portion of 20-003-071-00, 20-003-042-00, 20-003-042-00 and a .75 ac. portion of 20-003-063-18 with the condition in the Planner’s Memo from January 10, 2023.
Supported by Ground.
Roll Call Vote:
Yes: Ground, Helmrich, Ihle, Stannis
No: Butler, Webster
Discussion: None
Motion carried 4-2 by roll call vote.
5. A **Motion** was made to adjourn at 8:53 PM by Webster. Supported by Butler. Motion carried unanimously by voice vote.

Respectfully,

Morgan Arens, Recording Secretary

I, Denise Webster, Planning Commission Secretary, certify that these minutes were approved on March 21, 2023 by the Saugatuck Township Planning Commission.

Planning Commission Secretary

Date