

## **AGENDA**

### **EAST GRAND RAPIDS PLANNING COMMISSION October 11, 2016 Community Center – Commission Chambers 5:30 PM**

1. Call to Order
2. Approval of Minutes: August 9, 2016
3. Ordinance Amendment to Chapter 50 of Title V of the City Code  
(Action Requested: Discussion, Public Hearing, and Recommendation to the City Commission)
4. Report of the City Commission
5. Next Scheduled Meeting Date: November 8, 2016
6. Public Comment
7. Adjournment

**PROCEEDINGS OF THE PLANNING COMMISSION**  
**City of East Grand Rapids, Michigan**

August 9, 2016

East Grand Rapids Community Center – Commission Chambers

Present: Chairman John Barbour, Commissioners John Arendshorst, Kevin Brant, David DeVelder, Tom Getz, Mary Mapes and Jeff Olsen

Absent: Commissioners Jeff Dills and Sara Lachman

Also Present: Assistant City Manager Doug La Fave, City Zoning Administrator Tom Faasse, City Attorney John Huff and Recording Secretary Lynda Taylor

1. CALL TO ORDER

Chairman Barbour called the meeting to order at 5:30 PM.

2. APPROVAL OF MINUTES – June 14, 2016

A motion was made by Commissioner Arendshorst and supported by Commissioner Brant to approve the minutes as written.

Yeas: Commissioners Arendshorst, Barbour, Brant, DeVelder, Getz, and Olsen –

Nays: -0-

Commissioner Mapes arrived at 5:32 PM

3. SITE PLAN REVIEW – 610 LOVETT (COIFFETERIA)

Chairman Barbour asked Zoning Administrator, Tom Faasse to introduce the requested site plan review. Mr. Faasse reminded the Commission that there would be no public hearing and that their options were to approve the site plan as is, approve with conditions or recommend denial if the conditions have not been met. He stated a rezoning for this site had been done in February and that the standards for the site plan review are very similar to a rezoning. At that time the applicant showed compliance with many of the standards required. The major issue of this site plan review had to do with the standard for compliance with traffic circulation which generally includes the parking situation. Mr. Faasse stated that parking spaces at a 90° angle to a driveway are required to be at least 9 feet wide and 18 feet deep. The driveway, when it is two-way traffic, is required to be at least 24 feet wide.

Marielle Shuster, owner of Coiffeteria, thanked the Planning Commission for taking the time to look at the site plan and stated that their hope was to refurbish an old home and bring it back to life. They also wanted to make it handicap accessible and safer for their team and their guests.

Christopher Alexander, architect from Progressive AE stated that they were trying to make the building more accessible, create a better environment and contribute greater to the East Grand Rapids culture and to the zone in which Coiffeteria is located.

Commissioner Mapes asked if the L-shape was the only way to do the handicap entrance. Mr. Alexander responded that because the neighborhood has such a high first floor level, they had to go nearly three feet and required the long ramp in order to meet the minimum code to get the proper incline. Commissioner Mapes also asked about the materials that would be used and was concerned about the surface being slippery. Mr. Alexander said that the ramp would be concrete and would have everything required to make it safe and not slippery.

Ross Leisman, attorney for United Bank of Michigan (2137 Wealthy Street) stated that the bank shares a parking lot with Hoffman Jewelers and Coiffeteria. He said that there is an agreement between Coiffeteria and Hoffman Jewelers regarding access and parking, but United Bank is not party to that agreement. The Coiffeteria site plan shows parking spots on the United Bank parcel. The bank is requesting that all the parties enter into a shared parking and access agreement as a condition of site plan approval or that the site plan be tabled until there is such an agreement in place. Mr. Leisman said the bank is also concerned about the fairly

tight area for access and parking and would like a condition that protects the bank's patrons during bank hours from interference with construction traffic.

Commissioner Getz asked who owns the parking lot area. Mr. Leisman stated that it was owned by Hoffman Jewelers, Coiffeteria and United Bank. The agreement requested would be an easement for shared parking and maintenance of the lot. Mr. Leisman added that the easement would be a four-party agreement between Hoffman Jewelers, Coiffeteria, United Bank and the owner of the bank parcel at 2137 Wealthy Street.

Eric Walbeck of United Bank stated that the bank was in favor of the Coiffeteria site plan and that currently there were no parking issues.

Commissioner Olsen offered comments about the aesthetics of the ADA ramp and entry. He was not in favor of the ramp facing the street or stainless steel railing. He also questioned removal of a ten inch caliper maple tree.

A motion was made by Commissioner Getz and supported by Commissioner Arendshorst to approve Coiffeteria's site plan application with the following conditions:

1. That Coiffeteria enter into a satisfactory shared access and parking agreement encompassing all owners and business tenants of 610 Lovett, 2135 Wealthy, and 2137 Wealthy prior to the City Commission review. (This agreement will be recorded with the Kent County Register of Deeds.)
2. That any approval by the City Commission be contingent upon a condition that disruptive construction activities and/or transportation of large equipment upon or across the United Bank property (and also Hoffman Jewelers) occur either before or after bank hours (Monday – Friday, 9:00 AM – 5:00 PM and Saturday 9:00 AM – Noon) so as to minimize interference with the bank's ongoing business.

Yeas: Commissioners Arendshorst, Barbour, Brant, DeVelder, Getz, Mapes and Olsen - 7

Nays: -0-

#### 4. REPORT OF THE CITY COMMISSION

Assistant City Manager Doug LaFave reported:

- The Lake Drive project should be completed in the next two or three weeks. Significant progress will be made with paving and brick crosswalks going in and the new traffic signals will be installed.
- Replacing water main on Conlon between Albert and Oakwood.
- Water main and sewer work will be done on Rosewood between Wealthy and Lake.
- Sections of Robson and Oxford will receive Cape Seal treatment

#### 5. NEXT SCHEDULED MEETING DATE: September 13, 2016

#### 6. PUBLIC COMMENT

No public comment was received

#### 7. ADJOURNMENT

The meeting was adjourned at 6:05 PM.

Respectfully submitted,

Lynda Taylor  
Recording Secretary



CITY OF  
EAST GRAND RAPIDS

750 LAKESIDE DRIVE SE • EAST GRAND RAPIDS, MICHIGAN 49506

THOMAS A. FAASSE  
ZONING ADMINISTRATOR

## MEMORANDUM

**TO:** Planning Commission, Mayor and City Commissioners  
**FROM:** Tom Faasse, Zoning Administrator  
**DATE:** October 4, 2016  
**RE:** **Zoning Ordinance Text Amendment to Add “School Residential Campus”  
as a permitted Special Land Use in Residential Zone Districts**

### ACTION REQUESTED:

1. That the Planning Commission, at its regular October 11, 2016 meeting, conducts a public hearing and votes to recommend approval of the attached amendment of Section 5.27 of Chapter 50 of Title V of the Code of the City of East Grand Rapids.
2. If the Planning Commission recommends approval, that the City commission also conducts a public hearing and votes to introduce the aforementioned amendment at its regular meeting on October 17, 2016.

### BACKGROUND:

Earlier this year, the Planning Commission and the City Commission voted to approve a special land use designation, “School Residential Campus” for the areas of the college campus that lie within the city of East Grand Rapids. This use is not currently listed in the zoning ordinance as a permitted use in any zone district. Under the provisions of Section 5.75A “Similar Uses”, the Director of Public Works is required to initiate an amendment to the zoning ordinance to list the similar use in the schedule of uses that are allowed in the various districts either by right or as a special land use. As you will see, the ordinance as amended also requires that future School Residential Campus uses meet the additional standards for Private or Parochial Schools found in Section 5.73C.

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Brian Donovan, City Manager

**AN ORDINANCE TO AMEND SECTION 5.27 OF  
CHAPTER 50 OF TITLE V OF THE CODE OF THE CITY  
OF EAST GRAND RAPIDS**

**THE CITY OF EAST GRAND RAPIDS ORDAINS:**

Section 1. Section 5.27 of Chapter 50 of Title V of the Code of the City of East Grand Rapids is amended in its entirety to read as follows:

**Section 5.27 Schedule of Uses**

Uses permitted in the districts are listed in **Table 5.27**. Additional requirements related to a specific use, if any, are referenced in the “Specific Requirements” column. Any use not specifically listed shall be prohibited, unless the use is determined to be a similar use according to *Section 5.75(A)*. The requirements in footnotes are an integral part of this chapter and shall apply in all instances.

**Table 5.27 Schedule of Uses: Residential Districts**

P = Permitted use by right S = Special Land Use (See Article 11 for procedures and requirements)	<b>R-1</b>	<b>R-2</b>	<b>R-3</b>	<b>MFR</b>	<b>Additional Requirements</b>
<b>Accessory</b>					
Accessory buildings, structures and uses	P	P	P	P	<i>Section 5.70(A)</i>
Home occupation	P	P	P	P	<i>Section 5.70(B)</i>
Home occupation, with no more than one employee who is not a member of the family	S	S	S	S	<i>Section 5.70(B)</i>
Adult foster care family home	P	P	P		
Adult foster care group home		S	S		
Day care home, family	P	P	P		
Day care home, group		S	S		
Foster family home	P	P	P	P	
Foster family group home		S	S		
<b>Residential</b>					
Multiple family dwellings, three to four units				P	<i>Section 5.28(A)</i>
Multiple family dwellings, four to 24 units				S	<i>Section 5.28(A)</i>
Single family dwellings	P	P	P	P	
Two-family dwellings				P	
Independent and assisted living				S	<i>Section 5.74(A)</i>
<b>Recreation/Cultural</b>					
Public facilities (government buildings, public museums, public galleries, public libraries, etc.)	S	S	S	S	
Parks and recreational facilities, publicly owned	P	P	P	P	
<b>Public and Institutional</b>					
Convalescent and nursing homes				S	<i>Section 5.73(B)</i>
Hospital	S	S	S	S	<i>Section 5.77(A)</i>
Private or parochial school	S	S	S	S	<i>Section 5.73(C)</i>
<b>School Residential Campus</b>	<b>S</b>	<b>S</b>	<b>S</b>	<b>S</b>	<b><i>Section 5.73 (C)</i></b>
Churches and places of worship	S	S	S	S	<i>Section 5.73(A)</i>
<b>Services</b>					
Child care center				S	

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<b>Other Uses</b>					
Essential services	P	P	P	P	<i>Section 5.66</i>
Similar uses	P/S	P/S	P/S	P/S	<i>Section 5.75(A)</i>
Wind energy conversion systems	S	S			<i>Section 5.75(C)</i>
Wireless telecommunications facilities	S	S	S	S	<i>Section 5.75(D)</i>

Section 2. This Ordinance shall be effective on September \_\_\_\_\_, 2016.

Section 3. This ordinance shall be published in full pursuant to the provisions of Chapter VII, Section 7.5 of the Charter of the City of East Grand Rapids.

City of East Grand Rapids

By \_\_\_\_\_  
 Karen K. Brower  
 City Clerk

## **NOTICE OF PUBLIC HEARINGS CITY OF EAST GRAND RAPIDS**

A public hearing will be held before the East Grand Rapids Planning Commission on Tuesday, October 11, 2016, at 5:30 p.m. at the East Grand Rapids Community Center, 750 Lakeside Drive SE, East Grand Rapids, Michigan. The purpose of the hearing is to consider an ordinance amendment to Chapter 50 of Title V of the City Code to add "School Residential Campus" as a special use in all residential districts. If the Planning Commission recommends approval to the City Commission, a public hearing will also be held before the City Commission at its regularly scheduled meeting on Monday, October 17, 2016, at 6:00 p.m., at the above location. A copy of the proposed ordinance is available online at [www.eastgr.org/notices](http://www.eastgr.org/notices) or at the office of the City Clerk at the address above during normal business hours.

Interested parties may appear at the hearing or direct written comments in advance of the meeting to the City Clerk at the above address or to [kbrower@eastgr.org](mailto:kbrower@eastgr.org). Questions may be directed to the Zoning Administrator, Thomas Faasse at [tfaasse@eastgr.org](mailto:tfaasse@eastgr.org).

Karen Brower, City Clerk  
City of East Grand Rapids

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