

Leighton Township Planning Commission Minutes

Date: January 8, 2020

Members Present: Scott Chestnut, John Hooker, Louis Murray, Tom Smith, Ben Potts, Matt VanderEide

Members Absent: Harry DeHaan (with notice)

Also Present: Andy Moore, Township Planner

1. **Call to Order:** Meeting was called to Order by Chairman Chestnut at 7:00 PM
2. **Approval of Minutes from December 11, 2019.** Minutes were accepted as submitted.
3. **Public Comments:** None
4. **Inquiry of Conflict of Interest:** None
5. **New Business:**
 - a. **Election of Officers: Motion by Potts, supported by Hooker, to re-nominate Chestnut as Chairman, Murray as Vice Chairman, and VanderEide as Secretary. Motion carried with all members voting yes.**
 - b. **Approval of 2020 meeting schedule.** The 2020 meeting schedule continues the same as previous years with meetings on the 2nd Wednesday of the month. **Motion by Hooker, supported by Murray, to accept the 2020 meeting schedule as submitted. Motion carried with all members voting yes.**
6. **Other Business: Site Plan Review for Midwest V LLC (Dollar General)**
 - a. Jason Raleigh from AR Engineering presented the site plan and application to commissioners, highlighting the shared access with the car dealership to the north, stormwater provisions, lighting, and landscaping.

Moore reviewed his report with the Planning Commission which contained a review of applicable site plan review standards and the site plan review committee's recommendation. Commissioners discussed needed landscaping along Division Avenue and along the southern property line. The commission directed the applicant to move the southerly-most tree to the south and make it an evergreen tree for review by the zoning administrator. The westernmost evergreen along the southerly property line will be moved to the east end of the site as well. The land along Division will be sodded

grass and maintained, and the rear end of the site will be hydro seeded. Potts asked about the frequency of lawnmowing as some other sites have had maintenance issues.

Moore reviewed his memo and the conditions noted in his memorandum. **Motion by Murray to approve the application for site plan approval by Midwest V LLC with the following conditions:**

1. No demolition or earthwork shall be undertaken on the site until a building permit has been issued consistent with this site plan approval.
2. Prior to issuance of any permits, the applicant shall have paid all application, permit, and other fees related to this request.
3. Any stipulations of the Leighton Township Fire Department, Township Engineer, and County Drain Commissioner shall be met.
4. The applicant shall obtain a Soil Erosion and Sedimentation Control permit through the Allegan County Drain Commissioner prior to any construction on the site.
5. A silt fence shall be placed on the northwest limits of construction (downhill of existing grade) to prevent disturbed material from leaving the site.
6. Architectural wall elevations and building materials shall comply with Section 9.08 of the Zoning Ordinance.
7. All signage shall comply with Chapter 21 of the Zoning Ordinance.
8. The new curb cut shall be approved by the Allegan County Road Commission.
9. The applicant shall maintain compliance with all the applicable regulations in Section 9.04 of the Zoning Ordinance.
10. Any landscaping and exterior lighting shall comply with Chapter 18 of the Zoning Ordinance. The applicant shall relocate the southerly most tree along Division Ave to the south and make it an evergreen tree. The westernmost evergreen along the southerly property line shall be moved to the east end of the site along the southerly property line.
11. A copy of the purchase agreement or similar documentation is submitted to prove ownership of the parcel or proof of consent is provided by the parcel owner approving the proposed development, including a copy of the mutual access agreement.
12. The applicant shall maintain a 20-foot landscape buffer along all boundaries adjacent to the R-3 Medium Density Residential district.
13. The applicant shall include an area for deferred parking on the site plan.

14. The applicant shall include one off-street loading space on the site plan in accordance with Section 17.09 of the Zoning Ordinance. All loading and unloading areas shall be screened if visible from a residential district.

15. All outdoor light fixtures shall be full cut-off features and comply with Section 18.05 of the Zoning Ordinance.

The motion was supported by Smith, carried via roll call vote with all members voting yes.

7. **Unfinished Business:** Master Plan Discussion. Moore indicated that a draft Master Plan was completed and will be distributed to commissioners shortly.

8. **Public Comments:** None

9. **Commissioner Comments:** None

10. **Adjournment: Motion by Hooker to adjourn, supported by Smith. Motion carried 6-0.** The meeting was adjourned at 7:45 PM.