

Leighton Township Planning Commission Minutes

NOTE: This meeting was held via RingCentral videoconference pursuant to applicable emergency orders related to the COVID-19 pandemic

Date: February 10, 2021, 7:00 PM

Members Present: Tom Smith (Leighton Twp), Ben Potts (Leighton Twp), Stephen Shoemaker (Leighton Twp), John Hooker (Leighton Twp), Matt VanderEide (Leighton Twp)

Members Absent: Harry DeHaan was absent with notice.

Also Present: Planner Andy Moore from Williams & Works, Zoning Administrator Lori Castello from PCI (all via videoconference), plus several individuals representing applicants.

- 1. Call to Order:** The meeting was called to order by Chairman Harry DeHaan at 7:04PM
- 2. Approval of Minutes from January 13, 2020. Motion by Hooker approve as submitted, supported by Smith. The motion was carried 5-0 via roll call vote with all members voting yes.**
- 3. Public Comments:** None
- 4. Inquiry of Conflict of Interest:** None
- 5. Public Hearings: Leighton Township Library Expansion.** Moore read the public hearing notice. Kyle Visker from Land and Resource Engineering presented the application for the Township Library. He provided a brief history of the building and noted that due to an increase in a desire for services and online testing, the Library is proposing a 2,800 sq ft addition that will contain an area for books and an activity center. The addition removes one tree from the site which will be relocated. The dumpster will also be relocated. Utilities will remain the same, and some additional sidewalks will be added around the east and west sides of the building. A cleanout of the detention basin is proposed as well as an increase in area. The number of parking spaces is proposed to remain the same.

Moore reviewed his staff report, recommending approval with five conditions. Moore also informed the Commission that Township Engineer Brandon Mieras had reviewed the application and had a couple of requests, but nothing that would need to delay approval. Potts relayed a couple comments previously received from DeHaan regarding lighting for the proposed exits. Jay Miedema of the TAG noted that only emergency floodlights were proposed, and no other site lighting was proposed.

Motion by VanderEide to approve with Leighton Township Library Expansion 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, Drain Commissioner, or other approving agency shall be met.**
- 4. The applicant shall obtain a sign permit for the relocation of the existing sign in accordance with Section 21.06 of the Zoning Ordinance.**
- 5. Any outdoor light fixtures shall comply with Section 18.05 of the Zoning Ordinance.**

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

6. New Business:

- a. Harvest Meadows Condominiums, Phase 2.** Applicant John Bitely was present representing Side by Side Land LLC. Bitely noted that the overall concept was approved many years ago and they are ready to expand the development. There is a good opportunity to loop the water system. The condo association is on board ready to expand, too.

Moore reviewed his report and the discussion from the site plan review committee. He noted issues with building separation distances, which do not comply with the zoning ordinance. VanderEide asked about street connections to adjacent properties. Shoemaker noted that there have been some stormwater problems with the property to the south, and what is the applicant's plan for rectifying that? Bitely said he was aware of these issues and some improvements have already been made, and they have already been working with the the Drain Commission in this regard. Bitely felt that additional improvements will help to further alleviate issues, and he thought that the Drain Commission will have a microscope on this project moving forward.

Shoemaker also asked about the proposed stormwater at the southeast corner of the site. Bitely noted that this is intended to contain stormwater for phase 2, and may also serve future phases.

Bitely said he would check into the issues with the building spacing. Commissioners also discussed landscaping and requested that the perimeter landscaping density be increased to such that evergreens are 15' apart and 5' in height, instead of the approximately 20' spacing shown on the site now with 4' tall evergreens. Bitely was agreeable to this and will update the site plans.

- b. Planning Commission Annual Report.** Potts noted that the Commission needs to provide an annual report to the Township Board every year and asked for comments or

edits to the report provided. No edits were made. **Motion by Hooker to send the annual report to Township Board. The motion was supported by Smith and carried via roll call vote with all members voting yes.**

7. Correspondence: None.

8. Commissioner Comments: VanderEide asked about the status of remote meetings. Castello informed the Commission that the emergency order banning public meetings was extended through March 29, so next month's meeting will also be remote.

9. Adjournment. Motion by Hooker to adjourn. The motion was supported by Smith and carried via voice vote with all members voting yes.

The meeting was adjourned at 8:13 PM.

Respectfully submitted,

Andy Moore, AICP
Leighton Township Planner