1. Meeting called to order

2. Roll Call:
   Present: Westerling, Adams, Zuniga, Longcore, Schut, Kleinjans, and Zeinstra
   Staff Present: Planner Ransford

3. Received for Information: The applicant for Home Occupation Special Use – Nathan Automotive, Jorge Ocampo, provided an updated site plan.

4. Motion by Kleinjans to approve the May 20, 2019 Planning Commission Minutes. Seconded by Schut. Approved 7-0.

5. Motion by Longcore to approve the Agenda. Seconded by Kleinjans. Approved 7-0.

6. Public Comments for non-public hearing items: None

7. Public Hearings:
   A. Text Amendments
      - Section 21.04E – Parking Lot Construction Requirement
      - Section 21 A.04GI(i) – Greenbelt Requirements, Off Street Parking Area Landscaping Requirements
      - Section 23.06J – Design Standards for Major Residential Developments, Paved Streets and Parking Areas
      - Section 24.06L – Traffic Impact Study

    Planner Ransford reviewed the background of the text amendments that were presented for public hearing.

    Chairperson Longcore opened the public hearing comment period. Because there were no public comments, he closed the period. Chairperson Longcore opened the Commission comment period.

    The Commission did not have any discussion on Section 21 A.04GI(i) nor Section 23.06J.

    Regarding Section 24.06L, the term “ordinance” will be changed to “section.”

    The Commissioners discussed how curbing requirements would be handled in the future, including if any exceptions will be made for Section 21.04E. Raised concrete curb and gutter shall be a minimum width of at least two feet, per Mr. Adams suggestion. Ransford was directed to modify Figure 21B to one foot six inches. The Commission requested to see examples of site plans that contained rolled curb and gutter for the next Planning Commission meeting.

    A motion was made by Mr. Zeinstra to postpone a recommendation and have the Commission revisit Section 21.04E at the subsequent Planning Commission meeting. Seconded by Zuniga. Approved 7-0.

8. Site Plan Review: None.

10. New Business:
    A. Home Occupation Special Use
        • Natan Automotive – 9305 Lake Michigan Drive – Seeking to operate an automobile repair
          shop from an accessory building as a home occupation

        The applicant Jorge was present. He would like to use the existing pole barn on the property
        for his business. This property cannot be rezoned due to the limit of one principal use on a
        property.

        The Commission discussed their observations with the applicant:

            o This property will not be rezoned but rather stay within the Agricultural and
              Rural District. The business will function as a Home Occupation.
            o The Special Use Permit will be eliminated pursuant to an exit plan if the
              applicant expands his business unless he rezones to commercial in the future.
            o Mr. Schut suggested the loading doors should be placed on the east side of the
              building rather than the parking spaces so they are not visible from the road.
            o Landscaping may be added to the front of the property to cover the parking, as
              suggested by the applicant.
            o The home occupation would need to stay the same, including maintaining one
              employee (owner).
            o No sidewalks are needed in front of the property.
            o Parking spots may be limited to four and the loading zone can be eliminated.
            o No dumpster is needed.
            o Two access points are permitted, and grass or gravel for these access points is
              allowed.
            o No parking is permitted in the front of the property near Lake Michigan Drive.
            o The fume system is of no concern due to the absence of painting.
            o A hand sketch of elevations is acceptable.

        Planner Ransford stated that the Planning Commission may conclude that the applicant is not
        required to have a paved drive is this is the typical expectation for the use of home
        occupations. The applicant may present a plan modification for review by the Planning
        Commission or staff may schedule the public hearing when the plans are updated pursuant to
        Planning Commission direction.

11. Public Comments: None.

12. Township Board Reports: Commissioner Zeinstra stated that next Thursday the board would meet to
    discuss more details on the proposed fire department building.

13. Commissioner and Staff Comments: Planner Ransford stated that the Master Plan workshop would be
    held in July.

14. Adjourn at 8:57pm by Chairperson Longcore.

   **Next meeting June 17, 2019 at 7:00 p.m.**