

**OSHTEMO CHARTER TOWNSHIP
ZONING BOARD OF APPEALS**

MINUTES OF A VIRTUAL MEETING HELD JULY 28, 2020

Agenda

SITE PLAN: ONE WAY PRODUCTS (PHASE II)

GLAS ASSOCIATES, ON BEHALF OF ONE WAY PRODUCTS, IS REQUESTING SITE PLAN APPROVAL FROM THE ZONING BOARD OF APPEALS TO CONSTRUCT A 29,250 SQUARE FOOT ADDITION TO THEIR EXISTING 25,586 SQUARE FOOT FACILITY LOCATED AT 5933 WEST KL AVENUE.

A virtual meeting of the Oshtemo Charter Township Zoning Board was held Tuesday, July 28, 2020, at approximately 3:00 p.m.

PRESENT: Neil Sikora, Chair
Fred Antosz
Ollie Chambers
Fred Gould
Micki Maxwell
Anita Smith, Vice Chair

ABSENT: Cheri Bell

Also present were Iris Lubbert, Planning Director, Josh Owens, Assistant to the Supervisor, and Martha Coash, Meeting Transcriptionist.

Guests present were Adam Harvey, applicant, and Isaac Hinkle, Property Owner.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairperson Sikora called the meeting to order and invited those present to join in reciting the "Pledge of Allegiance."

APPROVAL OF AGENDA

Chairperson asked if anyone objected to approval of the agenda. Hearing no objections, he asked for a motion.

Mr. Gould **made a motion** to approve the agenda as presented. Ms. Maxwell **seconded the motion. The motion was approved unanimously.**

PUBLIC COMMENT ON NON-AGENDA ITEMS

Chairperson Sikora determined there were no comments on non-agenda items.

APPROVAL OF THE MINUTES OF MAY 26, 2020

The Chair asked if there were any additions, deletions, or corrections to the Minutes of May 26, 2020.

Ms. Smith noted that on page one “Member” should have read “Members” for those who were absent at the May 26 meeting; that “Attorney” should be added after James Porter’s name under those listed as “also present” and that “Tower” should read “Power” on page four of the minutes.

Chairperson Sikora asked if there were any objections. Hearing none, he asked for a motion to approve the minutes as presented with the three corrections noted.

Ms. Smith **made a motion** to approve the Minutes of May 26, 2020 as presented, with the three corrections noted. Ms. Maxwell **seconded the motion**. **The motion was approved unanimously.**

Chairperson Sikora moved to the next agenda item and asked Ms. Lubbert for her presentation.

SITE PLAN: ONE WAY PRODUCTS (PHASE II) **GLAS ASSOCIATES, ON BEHALF OF ONE WAY PRODUCTS, IS REQUESTING** **SITE PLAN APPROVAL FROM THE ZONING BOARD OF APPEALS TO** **CONSTRUCT A 29,250 SQUARE FOOT ADDITION TO THEIR EXISTING 25,586** **SQUARE FOOT FACILITY LOCATED AT 5933 WEST KL AVENUE.**

Ms. Lubbert said Glas Associates, on behalf of One Way Products, was requesting Site Plan approval to expand on the One Way Products existing facility located at 5933 W. KL Ave. The property is on the South side of W. KL Avenue, west of Drake Road.

This request is made as the Township’s code states that any expansion of a permitted use, over 2,000 square feet, requires the review and approval of the Zoning Board of Appeals.

She said she would touch on the highlights of the proposal with a note that a more thorough analysis for the site plan could be found in the staff report in the Zoning Board of Appeals packet, starting on page 15.

She said the property in question is located entirely in the I -1, Industrial Zoning district. One Way Products manufactures environmentally friendly soaps and

detergents, and distributes cleaning supplies and cleaning tools. Their existing 25,586 square foot facility at 5933 W. KL Avenue includes space for manufacturing, offices, distribution, and storage – permitted uses within the I -1 district. The proposal would expand the existing facility to the east and south to create a 29,250 square foot addition to be used solely as a warehouse to provide additional storage onsite.

Ms. Lubbert said the proposed addition meets all general zoning requirements, including setbacks and I -1 district requirements.

The site currently has 28 parking spaces. An addition of this size would require that the entire site's parking increase to 62 spaces in total. The applicant showed the additionally required 34 spaces on their site plan. However, the applicant requested deferment of these spaces. The reasoning behind this request is that One Way Products currently has 15 employees and an average of 5 visitors per day – their current use requiring approximately 20 parking spaces. They do not believe that additional parking is necessary at this time as the newly proposed space is purely for storage. The Zoning Board of Appeals is authorized by the code to grant parking deferment requests, provided such can be done safely, and that the deferred parking can still be installed at a later date—within ordinance requirements—should the Township deem it necessary at any point in the future. Staff felt this request was appropriate and is satisfied with the applicant's reasoning.

She noted the proposed site plan was reviewed by the Township's engineering consultant. In terms of lighting and storm water, all requirements have been met.

Ms. Lubbert explained there were two areas that need a little more work and coordination with the site plan regarding landscaping and site circulation. For landscaping, there are some minor issues and concerns from staff regarding the proposed landscaping along the east property line and the proposed access aisle on the east side of the property. This drive needs to be shifted outside of the required 10' landscaping buffer. This same access aisle is the second item that needs further review, in terms of site circulation. Overall the site's access will remain the same for patrons and staff. The existing curb cut and drive to W. KL Avenue located on the western portion of the site will continue to be utilized. The existing aisle to the back of the building will be extended to access the proposed addition's truck docks. However, in order to access the east side of the building for fire safety and access to the existing sanitary sewer line, a new 24 foot wide gravel drive is required along the easternmost part of the site. The applicant is proposing access to this drive from W. KL Avenue with a new curb cut – which will require approval from the Road Commission. If that curb cut is not approved by the Kalamazoo County Road Commission, another route of access to the east side of the building will need to be provided.

Again, she said overall the proposed site plan is in good standing.

Ms. Lubbert said the proposed addition will utilize metal siding similar to the existing building in color and profile. She provided two excerpts from the applicant's

submittal showing the elevations of what the proposal would look like from the front, the view from W. KL Avenue, and what it would look like to the right, if someone was standing on the west side of the building heading to the truck docks in back. She said staff had no concerns with the proposed design.

Overall, she said the proposal meets the requirements of the Township Code and recommended the proposed site plan for One Way Products (Phase II) addition be approved with the following conditions:

1. The Zoning Board of Appeals approve the requested deferment of 34 parking spaces, as illustrated on the project site plan.
2. The 24-foot-wide gravel drive to the east side of the building be relocated out of the landscape buffer. Applicant will continue to coordinate with the Planning, Fire, and Engineering departments regarding the 24' wide access drive. Final plans will need to be submitted and approved prior to building permit issuance.
3. An updated landscaping plan is submitted prior to building permit issuance. In addition, prior to the Certificate of Occupancy, a staff review of landscaping will occur. If landscaping materials are lost during construction to the point of noncompliance with the Zoning Ordinance, additional landscape materials will be required.

She noted both the applicant and the property owner were present to answer questions.

Chairperson Sikora confirmed with Ms. Lubbert that the existing 28 parking spots would remain and that the additional 34 required spots would be deferred under this recommendation.

Hearing no further questions, the Chair asked whether the applicant wished to speak.

Mr. Adam Harvey, applicant, said they are waiting for action by the Road Commission to address their request for an additional curb cut at the eastern property line. When that is approved there will be more coming in the process. He said the materials used for the new building will be similar in appearance to the existing building. All they are looking for is more space.

Mr. Isaac Hinkle, property owner, added that he wants to provide beautiful green space rather than to add paved parking that is not needed.

Ms. Maxwell agreed with that sentiment.

Chairperson Sikora determined there were no members of the public present wishing to make a comment and moved to Board Deliberation.

Ms. Maxwell said she saw no reason not to approve the request. Mr. Gould agreed and said it made sense to leave green area rather than require unneeded parking spaces.

Mr. Sikora also agreed with the deferment request. He asked how the area would be maintained and how deferment would be addressed if more parking spots were needed in the future.

Ms. Lubbert said currently there is grass that is maintained and the deferred area would be the same. She said if need is demonstrated for more parking spaces in the future, the Township could trigger their installation utilizing the site plan.

Hearing no further discussion, and there being no objections, Chairperson Sikora asked for a motion.

Ms. Maxwell **made a motion** to approve the proposed site plan for One Way Products (Phase II) addition with the following conditions:

1. The Zoning Board of Appeals approves the requested deferment of 34 parking spaces, as illustrated on the project site plan.
2. The 24-foot-wide gravel drive to the east side of the building will be relocated out of the landscape buffer. Applicant will continue to coordinate with the Planning, Fire, and Engineering departments regarding the 24' wide access drive. Final plans will need to be submitted and approved prior to building permit issuance.
3. An updated landscaping plan is submitted prior to building permit issuance. In addition, prior to the Certificate of Occupancy, a staff review of landscaping will occur. If landscaping materials are lost during construction to the point of noncompliance with the Zoning Ordinance, additional landscape materials will be required.

Mr. Gould **seconded the motion. The motion was approved unanimously.**

Mr. Gould expressed his thanks to One Way that their proposed expansion will be located in Oshtemo Township.

Other Updates and Business

Ms. Lubbert reported there will be an August meeting to consider a variance request.

She also said virtual meetings will be held at least through August, as the Governor extended the amended Open Meetings Act. It is anticipated that combination virtual/in person meetings may be held beginning in September.

Adjournment

Chairperson Sikora noted the Zoning Board of Appeals had exhausted its Agenda. There being no other business, he adjourned the meeting at approximately 3:26 p.m.

Minutes prepared:
July 29, 2020

Minutes approved:
August 25, 2020