

**OSHTEMO CHARTER TOWNSHIP
PLANNING COMMISSION
MINUTES OF A MEETING HELD MAY 8, 2025**

AGENDA

**SITE PLAN REVIEW: TALSMA FURNITURE (6139 WEST MAIN STREET, PARCELS
3905-14-430-040 & 14-430-050)**

A meeting of the Oshtemo Charter Township Planning Commission was held Thursday, May 8, 2025, commencing at 6:00 p.m. at the Oshtemo Township Hall, 7275 West Main Street.

MEMBERS PRESENT: Michael Chapman, Township Board Liaison
 Deb Everett, Vice Chair
 Scot Jefferies
 Scott Makohn
 Alistair Smith

MEMBERS ABSENT: Philip Doorlag, Chair
 Jeremiah Smith

Also present were Jodi Stefforia, Planning Director; James Porter, Township Attorney; Colten Hutson, Zoning Administrator, Leeanna Harris, Planning and Zoning Administrator; Jennifer Wood, Recording Secretary; and approximately 11 interested persons.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Vice Chair Everett called the meeting to order at 6:00 p.m. Those in attendance joined in reciting the Pledge of Allegiance.

APPROVAL OF AGENDA

Vice Chair Everett inquired if there were any changes to the agenda. There were none.

The agenda stands as published.

PUBLIC COMMENT ON NON-AGENDA ITEMS

Vice Chair Everett inquired if anyone present wished to speak on non-agenda items. No one came forward.

APPROVAL OF THE MINUTES OF THE MEETING OF APRIL 24, 2025

Vice Chair Everett asked for additions, deletions, or corrections to the minutes of the meeting on April 24, 2025.

Mr. Jefferies identified one correction on page 9. The bullet point reading 9,3444 average daily trips should read 9,344 average daily trips.

Mr. A. Smith made **a motion** to approve the Minutes of the Meeting of April 24, 2025, with the correction as identified. Mr. Chapman **seconded the motion**. The **motion passed** unanimously.

Site Plan Review: Talsma Furniture (6139 West Main Street, Parcels 3905-14-430-040 & 14-430-050)

Mr. Hutson presented his staff report, dated May 2, 2025, which is hereby incorporated into the record. The applicant is requesting site plan approval to construct a 49,358 square foot building to serve as a furniture and home good store for Talsma Furniture. The approximate 4-acre site is located on two recently combined parcels on the south side of West Main Street between North 9th Street and North 10th Street.

On February 22, 2024, the Planning Commission granted a deviation request and concept plan approval for Talsma Furniture to construct one building up to 50,560 square feet where only buildings no larger than 25,000 square feet are permitted. Said approval included a number of conditions, including, but not limited to, one highlighting that if the developer is not able to design the site in a way that satisfies the design elements of Article 35 or other applicable Ordinance sections with a proposed building size of up to 50,560 square feet, the building size will need to be reduced in order to accommodate all required site elements. The staff report addresses the site plan conformance to Township Ordinances.

ANALYSIS

The 9th Street and West Main Overlay Zone implements both the 9th Street Sub-Area Plan as well as the West Main Sub-Area Plan both adopted in 2011. The project site falls within the West Main Commercial sub-district of the plan and through the Overlay is permitted to develop commercially. When reviewing this request, there are three sets of criteria that need to be considered: the general site plan review criteria outlined in Section 64, the special use review criteria outlined in Section 65.30, and the requirements for the 9th Street and West Main Overlay Zone outlined in Section 35. The Planning Commission will be tasked to determine whether the proposed site design meets these three code sections. Below is an analysis of the proposal against applicable Ordinance sections.

Section 64: Site Plan Review

The subject project site falls within the R-2: Residence District zoning designation as well as the 9th Street and West Main Overlay Zone. The Overlay is an optional Overlay Zone, meaning that property owners have the option to either continue to use their property in the manner permitted in the underlying district or adhere to the standards and procedures of the Overlay District in

order to take advantage of the opportunities allowed therein. The applicant has elected to utilize the 9th Street and West Main Overlay Zone for the proposed development. Any business primarily for the retail sale of merchandise or services, in which any manufacturing, assembling, or fabricating is merely incidental to and an unsubstantial part of said business, are considered a permitted use by right within the West Main Commercial sub-district of the 9th Street and West Main Overlay Zone.

General Zoning Compliance:

Zoning

The subject property is zoned R-2: Residence District and falls within the 9th Street and West Main Overlay Zone. The subject site abuts a car dealership to the west, a restaurant to the east, an unimproved parcel to the south, and financial institutions and office uses to the north across West Main Street. Zoning wise, R-3: Residence District is adjacent to the north, C: Local Business District is adjacent to the west, and R-2: Residence District to the east and south. Each parcel surrounding the property is also within the 9th Street and West Main Overlay Zone. Within the Overlay Zone, businesses specializing in retail sales are permitted by right. All general zoning requirements have been met.

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Access and Circulation

Access

One commercial driveway to West Main Street is proposed near the northwest corner of the property. The Michigan Department of Transportation (MDOT) has jurisdiction over West Main Street. MDOT has reviewed the site plan and has issued a conditional driveway permit for the proposed furniture store use. As it is a conditional driveway permit, one of the conditions stipulates that said commercial driveway will need to be removed once reasonable access becomes available elsewhere.

The site plan reflects a frontage road between the proposed building and West Main Street. This will allow for cross access between parcels. Also shown is an opportunity to interconnect the Talsma Furniture and Latitude 42 parking lots on the south end of the site; however, staff recommend said cross-access point be installed in the future as part of area-wide infrastructure connecting properties on the south side of West Main Street. All frontage roads and circulation aisles are proposed to be 24 feet in width, which meet the minimum width requirements of the Ordinance. If the Planning Commission were inclined to approve the site plan, staff recommend adding a condition that cross-access easements be submitted to the Township for review and approval for the frontage road connection to the east and west as well as interconnected parking lots between Latitude 42 and Talsma Furniture on the south end of the respective sites.

Parking

During concept plan review and approval, the Planning Commission granted a deferment of up to 50 parking spaces as the Ordinance requires one parking space per each 400 square feet of net floor area for furniture showrooms. Although only 70 parking spaces were required to be shown for construction, the site would still need to be designed for 120 parking spaces in case the deferred parking was needed in the future. This impacts stormwater requirements, amongst other site elements. However, with this site plan moving forward concurrently with the parking text amendments, staff asked that the soon to be adopted parking requirements be applied to reduce unnecessary impervious surface and help reduce stormwater management needs. A total of 72 parking spaces are proposed, four of which include concrete ADA parking spaces. The dimensions and number of parking stalls proposed satisfies forthcoming code requirements. Parking requirements are satisfied.

Non-motorized Facilities

The Township's Non-Motorized Transportation Plan does identify a shared use path adjacent to the subject site on the south side of West Main Street. A 10-foot wide path is already in place and is shown on the proposed site plan. If the path is damaged as this site develops, the path will need to be repaired and/or replaced conforming to the Township's sidewalk and shared use path specification standards. A 5-foot-wide internal concrete sidewalk, providing connection to the building entrance from the shared use path, is shown.

Building Design

Building Information

The proposed 49,358 square foot furniture store will have an overall height of 30 feet. The front of the building gives the appearance of a multi-tenant building.

Landscaping

A revised landscape plan was submitted the day of agenda packet distribution. Due to the significant changes to the plan, staff did not have sufficient time to include the information in the agenda packet. Staff have since had the opportunity to review. Overall, the landscape plan meets Ordinance requirements, however additional shrubs will need to be planted within the greenbelt and additional canopy trees will need to be proposed in terms of interior site landscaping.

Lighting

A photometric plan for the site has been provided, which includes five pole mounted lights and 16 building mounted lights. All exterior lighting shown are cut-off fixtures. All lighting requirements have been met.

Screening

Screening is proposed along the south property line with evergreen trees with a 30 foot-wide landscape buffer. A loading and unloading zone is proposed in the rear of the site, limiting the view of it from West Main Street. A screening wall on the west side of the

loading dock located in rear of the building will be required to be installed to buffer loading and unloading activities.

Engineering

The Public Works Department has reviewed the proposed site plan and provided the following comments regarding the site improvements proposed are satisfactory.

Fire Department

The Fire Department has reviewed the site plan and overall is happy with the proposal. The design of the Fire Department Connection (FDC), drive widths, turning radius, and Fire Department access lengths are all satisfactory.

Section 65.30: Special Use Review Criteria

Although businesses specializing in retail sales are a permitted use by right when developing under the Overlay, the West Main Overlay Zone requires that all site plans be reviewed against the general special use criteria outlined in Section 65.30 of the Township's Zoning Ordinance.

- A. **Master Plan/Zoning Ordinance:** The proposed use will be consistent with the purpose and intent of the Master Plan and Zoning Ordinance, including the District in which the use is located.
- B. **Site Plan Review:** The Site Plan Review Criteria of Section 64 A site plan has been provided. See evaluation under Section 64: Site Plan Review of the staff report.
- C. **Impacts:**
 - 1. The proposed use would be compatible, harmonious and appropriate with the existing or planned character and uses of adjacent properties; meaning the proposed use can coexist with neighboring uses in a stable fashion over time such that no neighboring use is unduly negatively impacted. The property under consideration falls within the West Main Commercial sub-district of the Overlay Zone; the Master Plan notes that "Uses in this land use designation may consist of office buildings and low intensity commercial, similar to what has already developed along the West Main Street frontage between 9th and 10th Streets" (Oshtemo 2011 Master Plan,). Existing land uses developed along the West Main Street frontage between 9th and 10th Streets include Ethan Allen, Latitude 42, Hampton's Plaza, Huntington Bank, Lake Michigan Credit Union, Advia Credit Union, Farm Bureau Insurance, Mega-Bev, and Walgreens. With many low intensity commercial uses already along the corridor and finding consistency with the Zoning Ordinance, the furniture store is harmonious and appropriate with the existing uses and planned character of adjacent properties.
 - 2. Potentially adverse effects arising from the proposed use on adjacent properties would be minimized through the provision of adequate parking, the placement of buildings, structures and entrances, as well as the location of screening, fencing, landscaping, buffers or setbacks. Setback requirements have been satisfied.

Landscaping in the open space has been provided. Staff does not foresee a significant impact of the proposed use on neighboring properties.

3. The proposed use would not be detrimental, hazardous, or disturbing to existing or future adjacent uses or to the public welfare by reason of excessive traffic, noise, smoke, odors, glare, or visual clutter. Given the nature of the West Main Street corridor, staff anticipates that the proposed furniture store will have no such negative impacts on adjacent properties. Furniture-related materials such as leather, fabrics, etc. will not be produced at this site as it will strictly be a retail space with showroom. The subject use is in accordance with the area's character.

- D. **Environment:** The natural features of the subject property shall only be cleared or altered to the extent necessary to accommodate site design elements, particularly where the natural features assist in preserving the general character of the area.
- E. **Public Facilities:** Adequate public and/or private infrastructure and services already exist or would be provided, and will safeguard the health, safety, and general welfare of the public. Public water is available to serve the site. Public sanitary sewer currently does not exist adjacent to the property. However, when Latitude 42 was constructed, a sanitary sewer lateral was installed extending to the project site's east property line. Although it is not common for there to be multiple properties sharing one sewer lateral, the Public Works Department reviewed and confirmed it is an acceptable hook-up point to service this type of use given the diameter and structural integrity of the lateral that was constructed in 2017 by Latitude 42.

Regarding the transportation network, the West Main Sub-Area Plan identifies that the subject site and the Latitude 42 property establish cross-access through interconnected parking lots. The applicant is proposing a frontage road which is designed to provide a cross-access connection to sites east and west of the property in question. As stated earlier in the site plan review portion of this report, there is also space to accommodate another cross-access point southeast of the building with Latitude 42. Additionally, the West Main Sub-Area Plan shows a local road adjoining the subject site's southwest property corner. In taking a comprehensive look at this area on the south side of West Main Street, staff envisions a future local road being placed on the neighboring unimproved property to the south connecting properties to the east and west.

- F. **Specific Use Requirements:** The Special Use development requirements of Article 49. No specific use requirements exist for this land use.

Section 35.70: 9th Street and West Main Overlay Review Criteria

The 9th Street and West Main Overlay Zone contains specific development standards which must be incorporated into the design of any new construction utilizing the optional Overlay Zone. Although some of the development requirements of the Overlay Zone have been met with the proposed site plan, there are other design elements staff identified that are limited in their conformance with the West Main Overlay Ordinance because of the size of the building. The applicant's civil engineer has provided his reasoning as to how the subject site design satisfies

the general site plan review criteria of Article 64 as well as the West Main Overlay Ordinance. His letter is attached to the staff report. Staff have reviewed the proposed site plan against the development standards outlined in Article 35 of the Zoning Ordinance and present the findings below.

- A. **The overall design shall be consistent with the goals and objectives of the 9th Street Sub-Area Plan, the West Main Street Sub-Area Plan and the specific design standards set forth herein.** The West Main Sub-Area Plan and the development design standards set forth within the West Main Overlay Ordinance require the design of the building and the site to protect and incorporate the site's natural features and unique physical characteristics. A focus on stormwater management in this area was included in the West Main Sub-Area Plan as there are known unfavorable soil conditions and a heavy clay layer, which limits ground water infiltration. Thus, the use of natural, low-impact mitigation techniques, such as pre-treatment or staged infiltration, designed to provide adequate capacity to make up for existing soil conditions is encouraged.

The West Main Sub-Area Plan continues to express that shared stormwater systems are encouraged, particularly in areas with existing topographic conditions that encourage stormwater flow to continue its natural pattern or where other aspects of the development are already being coordinated (Oshtemo 2011 Master Plan). The existing topography of this site is at the southwest corner, which leads to an existing natural pond immediately south of the project site on an abutting property.

The site design includes some common Low Impact Development (LID) techniques like rain gardens, native seed, and plantings. LID is intended to manage and treat stormwater close to its source, minimize impervious surfaces, and decentralize/disperse stormwater management over the site. There are many LID options available to meet unique needs and design challenges. While some site characteristics, parcels, and communities may be limited in accommodating best management practices for LID, this project is not land constrained.

The use of a retaining wall as a portion of a side wall for the retention pond also suggests that the proposed design does not meet the intent to utilize LID techniques to infiltrate throughout the site and minimize generic centralized stormwater management by incorporating the natural site features with the building design.

The applicant provided soil borings, one which was in the proposed pond location at the southwest corner of the site which identified clay from approximately elevation 936 to 932. This means the pond will have to be over excavated. The horizontal limits of this clay layer are unknown to the south and west of the proposed pond, however it does not appear in other soil borings for the site.

Exploring alternatives for shared stormwater management would help this site in terms of required storage volumes needed for the stormwater being created by this 49,538 square foot building and associated parking as well as best meet the Ordinance. In order for a building of this size to work on the site, which is a deviation from the Ordinance, the

Planning Commission will need to determine if the extent of the provided LID management practices, use of natural features and overall stormwater management meet the goals and objectives of the Ordinance.

- B. **The proposed use shall be serviced by the necessary public facilities to ensure the public health, safety and general welfare of the users of the facility and the residents of the surrounding area.** As stated earlier, the proposed furniture store will be connected to the municipal water supply and sanitary sewer systems.
- C. **The proposed use shall be designed to minimize the impact of traffic generated by the development on the surrounding land uses and road network.** A furniture store is a low intensity commercial use which will offer standard retailer hours. A conditional driveway permit, requiring removal of the driveway when other access is established, has been issued by MDOT. This allows MDOT and the Township to work toward closing access points on this heavily traversed corridor in the future as opportunities present and more appropriate access is established.

The design of the site offers cross-access easements along the north property line to establish future connection points with neighboring parcels to the east and west. Cross-access easement agreements are required by the West Main Overlay Ordinance in efforts to limit traffic on main thoroughfares.

- D. **The proposed use shall be designed so as to be in character with surrounding conditions as they relate to bulk and location of structures, pedestrian and vehicular circulation, landscaping and amenities.** The proposed use, a furniture store, would be harmonious with adjacent land uses as well as other uses already developed along the West Main Street corridor between 9th Street and 10th Street. There are a number of restaurants, office uses, financial institutions, and businesses specializing in retail sales in proximity to the proposed development, many of which are low intensity in nature. The furniture store would have retail hours and would be compatible with surrounding uses.
- E. **The proposed development shall be designed and constructed so as to protect the integrity of the existing on- and off-site sensitive and natural environments, including wetlands, woodlands, hillsides, water bodies and groundwater resources.** Although there are no wetlands or regulated natural features on site, the existing slopes located on the property are proposed to be altered. Significant earth balancing will take place where the building is proposed to be located. The design of the site does not necessarily respect the existing contours, especially the steep slopes that run through the middle of the property.

The West Main Overlay Ordinance requires that non-regulated environmental resources such as steep slopes are to be included in the designated open space. Current plans show the building being placed on top of a steep slope with an elevation change of nearly 10 feet over the course of 40 feet. It could be argued that the site plan does not satisfy this requirement of the West Main Overlay Ordinance. However, it could also be argued that

very little development could occur on this site given the existing slopes; this is common on the south side of West Main Street.

F. The designated open space shall be of functional value as it relates to opportunities for wildlife habitat, woodland preservation, agricultural use, and/or visual impact.

The applicant is proposing designated open space buffers along both the east and west property lines, providing natural screening from adjacent property. The designated open space will be placed in an irrevocable conveyance.

RECOMMENDATION:

The Planning Commission may approve, approve with recommended changes, or deny the site plan approval request.

Township staff recommend that the Planning Commission review the information provided in the staff report, the application and supplemental attachments, listen to the applicant's presentation, have an open dialogue with the applicant, and then make a finding as to whether the proposed site plan conforms to the standards and recommendations of the West Main Sub-Area Plan, Site Plan Review criteria, Special Use criteria, and the 9th Street and West Main Overlay Ordinance.

If the Planning Commission finds that the site plan request is supported, Township staff suggests the following conditions:

- 1) Satisfy all requirements of the 9th Street and West Main Overlay Zone whether specifically addressed in this report or not, unless waived by the reviewing body.
- 2) Engineering details including, but not limited to, grading, access, stormwater management, and utilities shall be addressed to the satisfaction of the Township Engineer prior to building permit issuance.
- 3) A revised site plan addressing any outstanding concerns from the Oshtemo Planning Department shall be submitted to the Township for administrative site plan review and approval prior to building permit issuance.
- 4) A landscape plan satisfying Article 53 of the Zoning Ordinance must be provided to the Township for review and approval prior to building permit issuance.
- 5) Per MDOT's conditional driveway permit, the West Main Street driveway shall be removed at time reasonable access is made available elsewhere other than onto West Main Street.
- 6) Updated SESC Permit for the revised site layout will be required to be submitted to the Township prior to building permit issuance.
- 7) All proposed easements will be required to be submitted to the Township for review and approval and subsequently recorded at the Kalamazoo County Register of Deeds Office.
- 8) All non-motorized facilities shown on the approved site plan shall be installed prior to issuing a certificate of occupancy.
- 9) Property owner consents to providing a future cross-access connection to the south with the Latitude 42 property when Township deems necessary.
- 10) The site plan is amended to provide proper screening wall along the west side of the loading dock in the rear of the site.

- 11) 5% of the site must designated open space and set aside through an irrevocable conveyance such as recorded deed restrictions or covenants that run perpetually with the land.
- 12) Water and sewer easements to be required prior to building permit issuance. The City of Kalamazoo Department of Public Services must be contacted to coordinate the water service connection.

Vice Chair Everett asked the Commissioners if they had any questions for staff.

Mr. Chapman inquired about the shared sewer line. Mr. Hutson advised that the Public Works Director reviewed the project and is comfortable with the sewer line being shared due it being a low intensity usage and due to it being eight inches in diameter.

Mr. A. Smith asked about the temporary street connectivity. Mr. Hutson stated that reasonable access will be granted. Mr. Porter reminded Commissioners that this is a state highway and MDOT is the governing body that approves access and the location of road access. When they approved the access, it was with the condition that “this may be reserved” as MDOT is making significant changes to the east.

Mr. A. Smith inquired whether anyone was aware of MDOT’s plans for the next 5 to 10 years. Ms. Stefforia responded that MDOT has plans to expand the boulevard. Mr. Hutson shared this is planned for 2038.

Ms. Stefforia continued that they are currently studying how to get an east west street network on the southside of West Main. There is currently an engineering firm looking into this. This might lead to the opportunity for the closure of several driveways on West Main in the future and have a new internal street network that comes out at a central location. Mr. Jefferies inquired if Secco drive was the solution. Mr. Porter advised that that is not part of the frontage road Ms. Stefforia was just discussing but shared that Secco drive is still being pursued for relocation to the east, in order to potentially provide rear access for businesses. Rear access would not be reasonable access for a business that is fronted on West Main. Mr. Porter reminded Commissioners that MDOT is the one issuing the driveway permit and they are saying it could be closed in the future.

Mr. Chapman raised a concern that there are three retention ponds in a small space and they are not connected. Mr. Hutson confirmed this is correct. Ms. Stefforia advised that as the water moves laterally, they will be connected underground and that this issue is being studied as part of the special study of the Comprehensive Master Plan by the engineers. A common stormwater storage area is also being considered on the south side of West Main.

Mr. Jefferies asked if the building could be pulled back from West Main and set deeper into the lot allowing for future access in the front. Mr. Chapman replied that the proposed access drive appears to be continuous with Latitude’s parking spots, so setting the building back may not provide any benefit. Vice Chair Everett noted that the project meets all the setback requirements and recommended that access concerns be set aside, as the planning board does not have jurisdiction over access points. Mr. Hutson confirmed it does.

Mr. Chapman asked for clarification on the location of the retaining wall. Mr. Hutson advised the retaining wall is located in the southwest corner of the site and would be approximately 100 feet long along the west property line.

Mr. Jefferies inquired about the LID stormwater methodologies and why it was not being pursued since there was enough property. Vice Chair Everett requested this be referred to the applicant to address.

Vice Chair Everett invited the applicant to speak.

The applicant, Mr. Tim Talsma, thanked the planning staff for their collaboration throughout the year-long process. He acknowledged the plan is not perfect but represents a well-considered plan for the use of the site, including a lower-level storage area and appropriate stormwater design. Regarding the LIDs, the design is adequate. He added that discussions around shared use of the retention ponds could be considered in the future and expressed eagerness to proceed with development.

Mr. Paul Schram, engineer with Wightman, provided an overview of the site's low-impact stormwater design. He explained that the plan includes three rain gardens designed to collect and treat stormwater runoff. During heavy rainfall, overflow from the rain gardens will direct water into the on-site retention pond. There are two rain gardens that will be located along the front edge to keep it natural looking from the street and the third rain garden partway down the slope has a dedicated overflow feature for additional capacity. Mr. Schram emphasized that the design respects the natural contours of the site and leverages existing soil conditions to enhance infiltration. Specifically, sand was identified on-site that promotes good drainage, and the team plans to excavate clay from the bottom of the pond to a depth of 3 to 5 feet to improve infiltration performance. He added that incorporating a retaining wall into the site design is an innovative strategy that not only supports the development but also minimizes risk to the Township through improved site stability and stormwater control.

Vice Chair Everett asked how far the retaining wall would extend below ground and whether water could potentially flow underneath it. Mr. Schram explained that while water could infiltrate beneath the wall, it is not necessarily expected to do so. The wall will be embedded into the ground, and excess water will be absorbed naturally into the soil below, consistent with the site's infiltration-based stormwater design.

Mr. Joe Grochowalski with Omega Architects explained that the project originally included a drive aisle wrapping entirely around the building, but after discussions with staff, it was determined that the full loop was not necessary. As a result, the building was able to be shifted back approximately 15 to 20 feet, which created space to incorporate rain gardens along the west side of the property.

He stated that the retaining wall begins at the south property setback line and allows for a deeper, smaller stormwater pond and the altering the of the site's grade and slope. There are now rain gardens on both the east and west sides, better capturing runoff from the site. It was noted that 80–85% of stormwater now flows to the southwest corner, with some directed to the southeast

corner. This will significantly be improving the site's drainage as the redesign allows a portion of the site to be restored as a natural area.

Mr. Grochowalski confirmed that the team has obtained the necessary MDOT permit for access and noted that if the driveway were to be closed in the future, an alternate entry point would be provided by MDOT's conditions. He emphasized that eliminating the southern drive enabled the addition of rain gardens and enhanced stormwater capacity. He noted that the retaining wall was able to be decreased from over 400 feet to just over 100 feet.

Vice Chair Everett asked for any additional questions or comments from the Commissions for the applicant or if the public had any questions. There were none.

The Commission discussed the list of proposed conditions and reviewed whether these conditions adequately address any concerns that were raised.

Vice Chair Everett asked whether there were any deviations from what was originally proposed. Ms. Stefforia responded that the first deviation involved the building size. Mr. Hutson stated the building was reduced by 1,000 square feet since February of 2024.

Vice Chair Everett asked about the engineering details. Mr. Hutson confirmed the change and noted that engineering details are continuing to evolve, with some opportunities identified by Public Works for further refinement. Discussion also touched on the potential for shared stormwater facilities in the future, although such coordination would likely occur outside the scope of this approval.

Mr. Porter shared the site plan review criteria is straightforward and is the first aspect of approval. He reminded the Commission that they are being asked to review criteria under the subsection outlined in Section 35.70, criteria A through F, and determine whether those standards have been met for the 9th Street overlay review (pages 30-32 in the packet).

Vice Chair Everett walked the criteria for review.

A. The overall design shall be consistent with the goals and objectives of the 9th Street Sub-Area Plan, the West Main Street Sub-Area Plan and the specific design standards set forth herein.

Mr. Chapman stated he was comfortable with the proposal. He supported the changes, including the removal of the hill and leveling of the site, and felt that the applicant had made efforts to reduce environmental impact. He noted that while not all low-impact elements were incorporated, the project remained in the spirit of low-impact design with the use of rain gardens and a reduced retention pond.

Vice Chair Everett acknowledged that while many LID recommendations were made, there were no specific requirements outlined for their use. She noted that alternative LID methods could potentially be employed, but these options were not formally presented in the plan.

Mr. Porter clarified that it was not the applicant's responsibility to list alternative LID options, but rather for the Commission to evaluate whether the proposed plan meets the required standards.

Mr. Chapman asked whether the Commission was comfortable with the steps the applicant had taken in lieu of achieving a perfect solution. Vice Chair Everett responded that the applicant had done what they could within the constraints of the site. Mr. Chapman agreed, stating that the applicant had taken responsible steps in the planning process, even if the outcome was not ideal from a strictly low-impact perspective. Vice Chair Everett agrees.

B. The proposed use shall be serviced by the necessary public facilities to ensure the public health, safety and general welfare of the users of the facility and the residents of the surrounding area.

Regarding the public facilities, Vice Chair Everett shared this is not an issue as they have public sewer and water there. Mr. Chapman agreed, especially considering the size of the pipe.

C. The proposed use shall be designed to minimize the impact of traffic generated by the development on the surrounding land uses and road network.

Vice Chair Everett discussed that this development will be a low intensity development for the site. Mr. Chapman acknowledged that the applicant's willingness to work with the planning team for the potential of future cross traffic is a positive step, stating that at this point, the applicant has done all they can. He expressed appreciation for the applicant's collaborative approach. Ms. Everett agreed with Mr. Chapman's comments.

D. The proposed use shall be designed so as to be in character with surrounding conditions as they relate to bulk and location of structures, pedestrian and vehicular circulation, landscaping and amenities.

Vice Chair Everett confirmed it was.

E. The proposed development shall be designed and constructed so as to protect the integrity of the existing on- and off-site sensitive and natural environments, including wetlands, woodlands, hillsides, water bodies and groundwater resources.

Mr. Chapman responded that there were no wetland concerns to address.

F. The designated open space shall be of functional value as it relates to opportunities for wildlife habitat, woodland preservation, agricultural use, and/or visual impact.

Regarding open space, Vice Chair Everett noted that there was not much available but suggested leaving as much of the area as possible natural. Mr. Chapman agreed with the approach, stating he was comfortable with the lack of steep slopes and supported the idea of keeping the space in its natural state.

Vice Chair Everett asked if all the criteria had been covered.

Mr. Porter responded that he believed all the criteria had been addressed and he had not heard any of the Commissioners express concerns that the project did not meet the criteria.

Mr. Chapman made **a motion** to approve the site plan for Talsma Furniture with the 12 conditions outlined on page 33 of the packet. Mr. A. Smith **seconded the motion**. The **motion passed** unanimously.

Vice Chair Everett asked the representative from Talsma Furniture how far they were with their planning. Mr. Talsma responded that they were approximately 80% complete with their planning.

PUBLIC COMMENT

Vice Chair Everett opened the floor for public comment. There were none.

OTHER UPDATES AND BUSINESS

Vice Chair Everett asked if there were any other updates or business.

Mr. Chapman thanked Talsma Furniture for their investment in the community and for expanding here in Oshtemo.

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:07 p.m.

Minutes Prepared: May 13, 2025

Minutes Approved: May 22, 2025