

**OSHTEMO CHARTER TOWNSHIP
ZONING BOARD OF APPEALS**

MINUTES OF A VIRTUAL MEETING HELD FEBRUARY 23, 2021

Agenda

**SITE PLAN – ADVANCE POURED WALLS BUILDING ADDITION
ADVANCE POURED WALLS REQUESTED SITE PLAN APPROVAL TO
CONSTRUCT A 6,860 SQUARE FOOT ADDITION TO THEIR EXISTING 7,514
SQUARE FOOT BUILDING LOCATED AT 3425 SOUTH 6TH STREET.**

**SITE PLAN – FETZER INSTITUTE FITNESS AND STORAGE FACILITY
VIRIDIS DESIGN GROUP, ON BEHALF OF JOHN FETZER INSTITUTE, INC.
REQUESTED SITE PLAN APPROVAL TO CONSTRUCT A 4,800 SQUARE FOOT
FITNESS AND STORAGE FACILITY AS AN ACCESSORY USE TO THEIR MAIN
CAMPUS AT 9292 W. KL AVENUE.**

A virtual meeting of the Oshtemo Charter Township Zoning Board was held Tuesday, February 23, 2021, beginning at approximately 3:00 p.m.

MEMBERS PRESENT: Neil Sikora, Chair
Anita Smith, Vice Chair
Micki Maxwell
Dusty Farmer
Fred Gould
(All attending within Oshtemo Township)

MEMBERS ABSENT: Ollie Chambers

Also present were Iris Lubbert, Planning Director, James Porter, Township Attorney, Karen High, Zoning Administrator, and Martha Coash, Meeting Transcriptionist.

Guests present included Adam Barker, Advanced Poured Walls and Tim Britain, VIRIDIS Design Group

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

After determining no changes were needed, Chairperson Sikora requested a motion.

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

Chairperson Sikora moved to the next agenda item.

APPROVAL OF THE MINUTES OF JANUARY 28, 2021

The Chair asked if there were any additions, deletions or corrections to the minutes of January 28, 2021.

Ms. Smith noted five minor corrections/typos to be addressed.

Ms. Farmer made a motion to approve the Minutes of January 28, 2021 with the corrections as noted. Maxwell seconded the motion. The motion was approved unanimously.

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

SITE PLAN – ADVANCE Poured WALLS BUILDING ADDITION ADVANCE Poured WALLS REQUESTED SITE PLAN APPROVAL TO CONSTRUCT A 6,860 SQUARE FOOT ADDITION TO THEIR EXISTING 7,514 SQUARE FOOT BUILDING LOCATED AT 3425 SOUTH 6TH STREET.

Ms. High indicated Advance Poured Walls (APW) was requesting Site Plan approval from the Zoning Board of Appeals to construct a 6,860 square foot addition to their existing 7,514 square foot building located at 3425 South 6th Street. Additional outdoor storage was also proposed. The property is located north of Stadium Drive, on the east side of 6th Street. APW is a concrete construction and excavating business. The Zoning Board of Appeals approved their site plan on Feb 6, 1989 and a site plan amendment on August 7, 1989. No hazardous materials are scheduled to be stored, loaded, recycled, or disposed of on this site.

The existing 7,514 square foot building has approximately 1,170 square feet of office space and 6,344 square feet of storage area. The entire proposed 6,860 square foot addition will be used for storage. The site currently has 2,624 square feet of outdoor storage area. An additional 4,500 square feet of outdoor storage was proposed. If approved, the total of outdoor storage would be 7,124 square feet in area.

The entirety of the property in question is zoned I-1, Industrial District. Uses permitted in the I-1 zoning district are outlined in Article 27 of the Township's Zoning

Code. Contractor's services related to the building trades such as electrical, mechanical, plumbing, general building, excavating and landscaping are identified as a Permitted Use within this section. Outdoor storage in connection with Permitted Uses is allowed in the side and rear yard areas except within the area required for setback from side and rear lot lines. Such storage may not exceed 100 percent of the square foot area of the principal building upon the premises, and no outdoor storage of damaged or inoperable vehicles or equipment is allowed. Due to the scale of the addition, over 2,000 square feet, review and approval of the proposal is required by the ZBA (Section 64.20). A proposal for a site plan expansion of a permitted use needs to be reviewed against the criteria outlined in Section 64.60 - Application Procedure, C - Site Plan. She provided the following summary of the requirements and analysis of the proposal.

General Zoning Compliance

Zoning:

3425 South 6th Street is located within the I-1, Industrial District. The property south of the site, owned by the applicant, is in the I-1, Industrial District. Property to the west, also owned by the applicant, is in the I-3, Industrial District. The proposed warehouse addition and the outdoor storage area are permitted uses within the I-1 district. Land to the north is in the I-1, Industrial District. Residentially zoned areas are located west of the property in question, across 6th Street.

The building addition is proposed to the south and east of the existing structure. If approved, the total building area will be 14,374 square feet. Outdoor storage is proposed to the east of the building addition. If approved, the total outdoor storage area will increase from 2,624 square feet to 7,124 square feet. The total area of existing and proposed outdoor storage does not exceed the building area and thus meets the size limit in the zoning ordinance.

Setbacks:

The proposed addition would expand the building 25 feet south toward the side property line and 50 feet east toward the rear property line. The minimum side and rear yard setback is 20 feet or the height of the abutting side of the building at its highest point as measured from the grade of the property line, whichever is greater (Section 50.60 (c)). The abutting side of the addition will be 18 feet in height. There is roughly a 3-foot elevation drop from the foundation of the building to the south property line. Therefore, the required side yard setback is 21 feet. A 21-foot setback was proposed for the building addition and the outdoor storage area. To meet this setback requirement, the applicant proposed to shift the south property line 5.4 feet to the south. Both properties are owned by the applicant. A Land Re-description Application has been submitted to achieve this property line shift. Staff reviewed the application and considered it ready for approval. Both the proposed addition and storage area are shown with a 100-foot or more rear yard setback.

Access and Circulation

Access:

Vehicle access to the site will remain unchanged. The existing curb cut and drive to 6th Street will continue to be utilized. In addition, a new 24-foot-wide gravel drive extending to the east property line is shown on the plan. This new drive was included on the site plan for the applicant's I-3, Industrial District property approved by the Zoning Board of Appeals on December 15, 2020. It is a secondary access point for the concrete materials recycling yard located at the northeast corner of Parcel Number 05-34-155-018. The site plan was approved with a condition that if Parcel Number 05-34-155-018 or 3425 S 6th Street should be sold, and the recycling use continue, a cross access agreement be entered into between the properties. **Staff recommended the same condition be placed on this approval for consistency.**

Parking:

Per Section 52.100, Minimum Required Parking Spaces, industrial warehouse and distribution facilities are required to have one parking space for each 1,500 square feet of net floor area plus the required parking devoted to other uses OR one parking space per employee whichever is greater. The applicant indicated there are 23 employees. In this instance, the spaces required per employee are greater than the spaces required per net floor area. Therefore, 23 parking spaces are required, one of which must meet ADA requirements for accessibility. The site currently has 24 parking spaces, including one ADA spot. **No additional parking is proposed or required.**

Sidewalk:

Per Section 57.90 sidewalks indicated on the Township's Non-motorized Plan shall be installed by the developer when properties adjacent to planned nonmotorized facilities receive site plan approval from the municipality. The Township's Non-motorized Plan shows a paved shoulder / bike lane in front of this property, but no sidewalk or path. **Therefore, no sidewalk or path is required.**

Building Design

The proposed addition will utilize metal siding similar to the existing building in color and profile. The proposed metal roofing for the addition will match as well.

Landscaping

Landscaping is required along 6th Street per Section 53.60 Street Rights-of-Way Greenbelts. A 20-foot-wide greenbelt is required with a minimum of one canopy tree and two understory trees for every 100 linear feet of frontage abutting a street right-of-way. Shrubs are required where parking lots are adjacent to street rights-of-way. The property has 200 feet of frontage, requiring two canopy trees, four understory trees, and six shrubs. The landscape plan includes a 49 foot wide greenbelt with nine existing trees, several existing boulders and mulched beds. Proposed landscaping includes four evergreen trees, 21 flowering shrubs, daylilies and ornamental grasses. The proposed evergreen trees are native to Michigan. More information is required to ensure that at least three of the required shrubs are native to Michigan. In addition, minimum size at planting of the evergreen trees and shrubs should be added to the plan. No other additional landscaping is required. Since minor changes are needed, **Staff recommended a revised landscape plan be listed as a condition of approval.**

Site Lighting

Three new cut-off LED wall mounted lights are proposed. Two are on the north and one is on the east side of the building. All are located above or near a proposed overhead door. Requirements for mounting height, lumens, minimum color rendering index, and Kelvin ratings are met. The photometric plan is required to show 0.1 foot candles at the property line or that 0.1 foot candles is accomplished before reaching the property line.

This requirement has been met.

Engineering

Prein & Newhof, the Township's civil engineering agent, has reviewed the project site plan. Because some storm water is being directed to the applicant's property to the south (Parcel Number 05-34-155-018), a storm water easement agreement is required. This agreement has been submitted and approved. **Recording of the storm water easement agreement was recommended as a condition of approval.**

Fire Department

Oshtemo's Fire Department reviewed the site plan. They indicated all requirements have been met, including minimum gallons per minute of fire hydrant capacity. However, they recommend that the applicant consider adding an additional hydrant in the future.

RECOMMENDATION:

Ms. High recommended the Zoning Board of Appeals approve the proposed Site Plan for Advance Poured Walls Building Addition with the following conditions:

1. Should 3425 S 6th Street or Parcel Number 05-34-155-018 be sold, and the recycling use continue, a cross access agreement will need to be entered into between the properties.
2. A revised landscape plan shall be required prior to issuance of a building permit to ensure that requirements for native species and minimum size at time of planting are met.
3. Land Re-description Application shall be approved and recorded to meet the south side setback requirement prior to issuance of a building permit.
4. A Storm water Easement Agreement shall be recorded prior to issuance of a building permit.
5. If the existing concrete ADA parking spot does not meet requirements for slope, it will be replaced or brought into compliance prior to issuance of a certificate of occupancy.

Chairperson Sikora asked whether board members had questions for Ms. High. Hearing none, he asked if the applicant wished to speak.

Adam Barker, owner of APW, explained the cross-access agreement can stand alone as it has nothing to do with the APW site plan. It creates a large circle to provide

access for the Fire Department to the concrete recycling facility. He also indicated exercise building portion would be used for both employees and guests.

Ms. High appreciated the clarification but noted if in the future if one or the other of the businesses is sold, the Fire Department would still need access.

Mr. Barker agreed such an eventuality would require cross-access or other means of ingress/egress would be needed. He also asked who is responsible for recording the storm water easement.

Ms. High said staff will record the easement: the condition ensures it is on the staff's to-do list.

Hearing no further comments or questions, Chairperson Sikora moved to Public Comment. Hearing none, he closed the meeting and moved to Board Discussion.

Ms. Maxwell and Mr. Gould each indicated no concerns with the request.

The Chair requested a motion.

Ms. Maxwell made a motion to approve the requested site plan approval from Advanced Poured walls to construct a 6,860 square foot addition to their existing 7,514 square foot building located at 3425 south 6th street, including the five conditions recommended by staff, with the amendment as suggested to condition number one:

1. Should 3425 S 6th Street or Parcel Number 05-34-155-018 be sold, and the recycling use continue, a cross access agreement *or other means of ingress or egress* will need to be entered into between the properties.
2. A revised landscape plan shall be required prior to issuance of a building permit to ensure that requirements for native species and minimum size at time of planting are met.
3. Land Re-description Application shall be approved and recorded to meet the south side setback requirement prior to issuance of a building permit.
4. A Storm water Easement Agreement shall be recorded prior to issuance of a building permit.
5. If the existing concrete ADA parking spot does not meet requirements for slope, it will be replaced or brought into compliance prior to issuance of a certificate of occupancy.

Ms. Farmer seconded the motion. The motion was approved unanimously by roll call vote.

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

**SITE PLAN – FETZER INSTITUTE FITNESS AND STORAGE FACILITY
VIRIDIS DESIGN GROUP, ON BEHALF OF JOHN FETZER INSTITUTE, INC.
REQUESTED SITE PLAN APPROVAL TO CONSTRUCT A 4,800 SQUARE FOOT
FITNESS AND STORAGE FACILITY AS AN ACCESSORY USE TO THEIR MAIN
CAMPUS AT 9292 W. KL AVENUE.**

Ms. Lubbert said VIRIDIS Design Group, on behalf of John Fetzer Institute Inc., was requesting Site Plan approval from the Zoning Board of Appeals to construct a 4,800 square foot fitness and storage facility as an accessory use to their main campus at 9292 W KL Avenue. The property is located west of S 4th Street, on the north side of W KL Avenue.

She indicated John Fetzer Institute Inc. is a private foundation whose mission is to help build the spiritual foundation for a loving world. The foundation has a couple of retreat centers in Michigan, one of which is the Seasons: A Center for Renewal, located at 9292 W Kl Avenue. This retreat center currently straddles two parcels, 05-20-255-020 and 05-20-255-010. The proposal would relocate the exercise facility from the existing main building to the proposed fitness and storage facility. The exercise facility will be for employee use only. As part of this project the two parcels will be combined. A land combination application has been received and approved.

She noted the entirety of the property in question is zoned RR, Rural Residential. Uses permitted in the RR zoning district are outlined in Article 5 of the Township's Zoning Code. Nonprofit educational, noncommercial recreational and noncommercial business centers are identified as a Permitted Uses with Conditions within this section. New construction of a nonresidential building for a use that does not fall under the Special Use category, review and approval is required by the Zoning Board of Appeals (Section 64.20). A proposal for a site plan needs to be reviewed against the criteria outlined in Section 64.60 - Application Procedure, C - Site Plan. In addition, the conditions tied to the proposed use of a Nonprofit educational, noncommercial recreational and noncommercial business center outlined in Section 48.110 of the ordinance also needed to be considered. She provided a summary of the requirements and analysis of the proposal against these two sections as provided below.

Section 64: Site Plan Review

General Zoning Compliance

Zoning:

9132 W KL Avenue is located within the RR, Rural Residential District. All properties surrounding this site are also zoned RR. The proposed fitness and storage facility will be part of the Fetzer Institute's retreat center which is a permitted use within the RR district.

Lot Dimensions:

Parcels within the RR, Zoning District require a minimum area of 1.5 acres and frontage of 200 feet (Section 50.10 (A)). The Fetzer Institute site has over 1,900 feet of

frontage along W KL Avenue and a combined area of 56 acres (parcels 05-20-255-020 and 05-20-255-010). The proposed property exceeds code dimensional requirements.

Open Area:

The total area of the property under consideration is about 56 acres (parcels 05-20-255-020 and 05-20-255-010). If approved the new building, parking area and drive will add approximately 0.6 acres (0.01%) of impervious surface to the site. A majority of the property will remain open wooded area.

Setbacks:

Setbacks required are outlined under Section 50.60 of the ordinance, which indicates a 70-foot setback from KL Avenue. For side and rear yard setbacks, the ordinance states that the minimum setback distance is 20 feet or the height of the abutting side of the building at its highest point as measured from the grade of the property line, whichever is greater. The proposed structure will be just under 20 feet tall and is located approximately 280 feet from W KL Avenue and over 300 feet from the sides and rear of the property.

Access and Circulation

Access:

The existing gravel drive onto W KL Avenue will be removed and a new asphalt drive installed further west to service the proposed fitness and storage building. The applicant has worked with the Road Commission to determine the new curb cut location to provide better site distance to the west. A 24 foot-wide drive will be installed to allow access and parking on the west side of the proposed building. Adequate turn around space has been provided. The Township Fire Marshal is satisfied with the site design.

Parking:

The proposed facility is 4,800 square feet, 2,818 square feet of which will serve as the fitness center and the remainder will be utilized for storage. Per Section 52.100 of the ordinance, health and fitness centers require one parking space for every 200 square feet of net floor area plus one parking space for each employee. No employees are proposed for this facility. No parking is required for storage space. Per this section this site plan is required to have 14 parking spaces with one being ADA. The site plan proposed provides 13, 10 foot by 20 foot parking spaces and one ADA spot with an access aisle.

A theme throughout the Township's off-street parking ordinance is to minimize excessive areas of pavement which detract from the aesthetics of an area and contribute to high rates of storm water runoff. As a result, no parking lot shall have parking spaces totaling more than 110% of the minimum parking space requirements. As such, the proposed site could have up to 16 parking spaces. On the proposed plan provided to the Board, there are two areas of undesignated pavement that could be used informally for parking. At the time the enclosure was distributed to board members it was unclear if these two areas were intended for trucks or fire apparatus turn around.

Since then the applicant clarified these areas are for parking, increasing the parking provided onsite from 14 to 16 spaces, so condition number three in the

printed recommendation has been completed, the site plan updated to reflect the change and the condition was no longer applicable for approval.

Sidewalk

Per Section 57.90 sidewalks indicated on the Township's Non-motorized Plan shall be installed by the developer when properties adjacent to planned nonmotorized facilities receive site plan approval from the municipality. No nonmotorized facilities are shown on the Township's Non-motorized Plan in front of this property.

Building Design

The proposed 4,800 square foot fitness and storage facility will be a pole building with horizontal metal siding. She noted color selections were made after the information was sent to board members, so **condition number four was no longer necessary regarding color selection.**

Signage

No signage is proposed on the building. The applicant has noted a freestanding sign for addressing and wayfinding purposes will be installed between the structure and road. This sign will only have the address of the building and make no reference to building owner or use. The proposed freestanding sign will be reviewed in detail if the request is approved by the Zoning Board of Appeals when the sign permit application is submitted.

Trash Receptacle

Trash generated by this facility will be collected as part of campus operations and taken to the main campus. This criterion is not applicable.

Landscaping

The applicant has provided a landscaping plan that meets the landscaping standards outlined in Article 53 of the zoning ordinance. The proposed plan shows three new deciduous trees around the parking lot and several shrubs and perennials by the building entrance. The plan utilizes existing foliage on site.

Photometric Plan

The applicant provided a photometric plan proposing five pole mounted lights and two wall mounted lights. The photometric plan is required to show 0.1 foot candles at the property line or that 0.1 foot candles is accomplished before reaching the property line. Article 54 of the Township Ordinance also requires that all lights are cut-off fixtures. Requirements for mounting height, lumens, minimum color rendering index, and Kelvin ratings have been met. The proposed photometric plan meets the standards outlined in Article 54.

Engineering

Prein & Newhof, the Township's civil engineering agent, has reviewed the project site plan. The applicant has addressed all preliminary concerns and no further corrections to the plan are needed.

Fire Department

The Township Fire Marshal has reviewed the project site plan and is satisfied with the design.

Section 48.110: Permitted Use with Conditions for Nonprofit educational, noncommercial recreational and noncommercial business centers

Ms. Lubbert said overall, the application meets the requirements under 48.110, but indicated the following item needed to be addressed:

Any entrance to the facility must be developed with a traffic deceleration lane. The Zoning Board of Appeals shall have authority to grant a variance from this requirement where in its opinion the deceleration lane would not substantially improve the traffic safety because of the particular characteristics of the facility, the road upon which the entrance is located, or the volume of traffic upon the road. A permit will be needed for the driveway from the Road Commission of Kalamazoo County.

She noted the main campus of the Fetzer Institute and its entrance already exist. Staff, including the Fire and Engineering department, had no concerns with the newly proposed entrance to access the fitness and storage facility. A permit from the Road Commission of Kalamazoo County (RCKC) is required prior to building permit issuance. The RCKC reviewed and provided initial comments on the proposed plan and did not convey the need for a deceleration lane. **The Zoning Board of Appeals was asked to waive this requirement.**

Ms. Lubbert explained a secondary entrance to the primary campus was not proposed as part of this project. An existing gravel curb cut exists to the site under consideration. As a result of visibility concerns from both staff and the Road Commission of Kalamazoo County, the applicant agreed to close the existing curb cut and move the entrance to the proposed fitness and storage facility in relation to the Fetzer Institute's primary campus, an individual entrance to service this facility is reasonable. The Township Fire Marshal was satisfied with the site design.

RECOMMENDATION:

Staff recommended the Zoning Board of Appeals approve the proposed Site Plan for the John Fetzer Institute's 4,800 square foot fitness and storage facility located at 9132 W KL Avenue with the following conditions:

1. The Zoning Board of Appeals, per section 48.110 (D), waives the requirement for a deceleration lane to be installed to service the proposed fitness and storage facility.
2. Use of the exercise facility shall be for employee use only.
3. Parcels 05-20-255-020 and 05-20-255-010 shall be combined.

4. Clarification is provided to staff on the two areas of undesignated pavement within the proposed parking lot and an updated site plan is submitted accordingly prior to building permit issuance.
5. The color selection of the proposed building shall be submitted prior to building permit issuance.
6. A copy of the final site plan with the seal of the architect, engineer, surveyor or landscape architect for those sections of the plan set in which they are responsible shall be submitted prior to building permit issuance.
7. A permit from the Road Commission of Kalamazoo County (RCKC) shall be required for the driveway.

NOTE: These conditions were modified in the subsequent approval motion to reflect new information from the applicant and board discussion, including removal of conditions 4 and 5.

Chairperson Sikora thanked Ms. Lubbert for her review and asked whether the board had questions for her.

Mr. Gould asked what the speed limit is along the road where the deceleration lane would be waived if granted, and if that had been taken into consideration.

Ms. Lubbert indicated the speed limit there is 55 mph and that it had been a consideration. She added there are a number of other drives and connectors in that area that do not have deceleration lanes. Neither Fire nor Engineering staff nor the RCKC have concerns about eliminating the deceleration lane.

Attorney Porter added that deceleration lanes have fallen out of favor with road commissions and traffic engineers in recent years.

Chairperson Sikora asked whether the landscaping plan meets the Township's ordinance with regard to required native plants.

Ms. Lubbert said Ms. High reviewed the plan and believes it is in compliance, but if the Board has concerns about the plan a condition of approval could be added to review the landscaping plan again to be sure it is in compliance. Ms. High was no longer in attendance and so was unable to comment.

Ms. Maxwell asked if there would be a connection between the two buildings.

Ms. Lubbert indicated they are 700 feet apart; and no connection is proposed.

Ms. Maxwell wondered if Fetzer will provide residential retreats.

Hearing no further questions, Chairperson Sikora asked the applicant to speak.

Mr. Tim Britain, Operations with Fetzer Center, said that there is an existing pedestrian path between the two buildings and that that path would be improved for staff and residential guests who stay. He also noted the construction plan calls for vertical siding rather than horizontal siding as was listed in the enclosure. He said Fetzer would have no problem with the conditions suggested by staff and indicated the requirement for native species will be met. He indicated residential retreats will be provided.

Ms. Lubbert requested the path used for guests be added to the site plan as a condition for approval for general routing information.

Chairperson Sikora asked if the drive was still appropriate now that there was a pedestrian connection and whether the existing storage building onsite would remain.

Ms. Lubbert noted that as storage space has been incorporated into the proposed building and there is no vehicular connection between the two buildings, a drive was still appropriate.

Mr. Britain indicated the current storage building will remain. The new storage building will house heating/cooling and furniture storage. Yard equipment is housed in the storage building across the street.

Chairperson Sikora expressed his concern that extensive invasive/non-native plants, including garlic mustard on Fetzer property along KL Avenue will be disturbed during construction, allowing even more opportunistic spread. He did not expect Fetzer to eliminate their “no spray” area, but encouraged them to consider development of a more extensive landscaping plan to address invasive species.

Mr. Britain said they would consider that and will investigate removing the invasive species along KL Avenue.

The Chair thanked him and offered his assistance as a contact.

Hearing nothing further, Chairperson Sikora moved to public hearing. As there was no one present wishing to comment, he moved to board deliberations.

Ms. Smith asked what would happen with the existing gravel driveway.

Ms. Lubbert indicated it would be closed and permanently removed.

There being no further discussion, Chairperson Sikora made a motion to approve the Site Plan application from John Fetzer Institute for a proposed 4,800 square foot fitness and storage facility located at 9132 W KL Avenue, to include the following staff conditions revised per updated information from the applicant and board discussion:

1. The Zoning Board of Appeals, per section 48.110 (D), waives the requirement for a deceleration lane to be installed to service the proposed fitness and storage facility.
2. Use of the exercise facility shall be for the employees *and guests of the John Fetzer Institute only*.
3. Parcels 05-20-255-020 and 05-20-255-010 shall be combined.
4. A copy of the final site plan with the seal of the architect, engineer, surveyor or landscape architect for those sections of the plan set in which they are responsible shall be submitted prior to building permit issuance.
5. A permit from the Road Commission of Kalamazoo County (RCKC) shall be required for the driveway.
6. *The site plan shall be updated to include the pedestrian path connecting the John Fetzer Institute to the fitness and storage facility prior to building permit issuance.*
7. *The landscaping plan shall meet the ordinance requirements of the Township.*

Ms. Smith seconded the motion. The motion was approved unanimously by roll call vote.

Public Comment

There were no comments from the public.

Other Updates and Business

Chairperson Sikora told the Board Mr. Fred Antosz, after a number of years of service, has resigned from the Zoning Board of Appeals. He expressed appreciation for Mr. Antosz' dedication and work for the Township and wished him well in the future.

Ms. Lubbert said there will likely be a meeting next month.

Ms. Smith wondered why she had received a notice for the next Planning Commission meeting. Ms. Lubbert said notices sent for other Township meetings were for informational purposes. The Township has a email list they update with interested parties that want to be notified. She said she would be happy to add anyone who is interested to the list.

Adjournment

Chairperson Sikora noted the Zoning Board of Appeals had exhausted its Agenda. There being no other business, he adjourned the meeting at approximately 4:04 p.m.

Minutes prepared: February 24, 2021

Minutes approved: April 28, 2021