

**OSHTEMO CHARTER TOWNSHIP
ZONING BOARD OF APPEALS**

MINUTES OF A MEETING HELD MAY 22, 2018

Agenda

SITE PLAN REVIEW: (WOLFF FINANCIAL)

**WALTER HANSEN, OF HANSEN BUILDING AND DESIGN CORP., REPRESENTING FUTUREVEST FINANCIAL, LLC, REQUESTED SITE PLAN APPROVAL FOR A NEW OFFICE BUILDING AT 5938 VENTURE PARK DRIVE.
PARCEL NO. 3905-25-153-140.**

A meeting of the Oshtemo Charter Township Zoning Board was held on Tuesday, May 22, 2018 at approximately 3:00 p.m. at the Oshtemo Charter Township Hall.

MEMBERS PRESENT: James Sterenberg, Chair
 Nancy Culp
 Neil Sikora, Vice Chair
 Anita Smith
 Bruce VanderWeele

MEMBER ABSENT: Bob Anderson

Also present were Julie Johnston, Planning Director, James Porter, Township Attorney, and Martha Coash, Meeting Transcriptionist. Four other persons were in attendance.

Call to Order and Pledge of Allegiance

Chairperson Sterenberg called the meeting to order and invited those present to join in reciting the “Pledge of Allegiance.”

Public Comment on Non-Agenda Items

There were no comments on non-agenda items.

Approval of the Minutes of April 24, 2018

Chairperson Sterenberg asked if there were any additions, deletions or corrections to the minutes of April 24, 2018. Hearing none, he asked for a motion.

Mr. Sikora made a motion to approve the Minutes of April 24, 2018 as presented. Mr. VanderWeele supported the motion. The motion was approved unanimously.

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Chairperson Sterenberg moved to the next item on the agenda and asked Ms. Johnston for her presentation.

Ms. Johnston indicated this is one of the last remaining vacant lots along Venture Park Drive. The subject site is located on the north side of the drive, approximately 550 feet northeast of Quail Run Drive. The applicant is seeking site plan approval to construct a new 4,721 gross square foot facility on a 1.40-acre site. Located in the C: Local Business District, the proposed office use is by right, which permits site plan review and approval by the Zoning Board of Appeals.

To the north of the project site is a single-family subdivision called Whitegate Farms; to the west is a large 130-foot utility corridor and then the Fairgrove and Quail Run condominium developments; to the south and east are additional office and commercial uses along Venture Park Drive and Stadium Drive. Similar to the uses, the zoning of properties to the north and west are residential; R-2 and R-3: Residence Districts to the east and R-1: Residence District to the north. Similarly, the properties on Venture Park Drive and Stadium Drive are zoned C: Local Business District.

She said the general layout of the site satisfies all applicable requirements of the Oshtemo Township Zoning Ordinance. The site plan indicates herbie curbies will be used for trash, eliminating the requirement for a dumpster and dumpster enclosure.

Exterior wall material colors are required on the site plan per Section 82.600.C.3.b. The applicant has indicated that while exterior wall materials have been chosen, their colors have not yet been decided. She indicated a revised set of elevation drawings will need to be provided with the exterior colors indicated.

Ms. Johnston said the project site will be accessed from a new curb cut off of Venture Park Drive. A driveway permit will be required by the Road Commission of Kalamazoo County. The curb cut will be located close to the north property line of the subject site. This is approximately 126 feet from the nearest curb cut to the south and 100 feet from the nearest curb cut to the northeast. Venture Park Drive is a 25 mile per hour local road and is therefore not regulated by Section 67.500: Driveway Spacing. However, the location of the curb cut is in the best possible position, being generally equidistant from the neighboring existing curb cuts.

On site, vehicle parking will be located in front and east side yards. Staff calculates a minimum of 23 parking spaces required onsite, per section 68.000: Off Street Parking of the Zoning Ordinance. The site plan indicates 17 spaces located at the front of the building and six within the east side yard for a total of 23 spaces. Per Section 68.300.D, the accessible spaces are shown as concrete.

She said the Township is currently considering sidewalks along Venture Park Drive. A request was made to the applicant to design their driveway access to ensure sidewalks can be developed in the future and to provide a connection from the building to the future sidewalk. The applicant has complied with both requests.

Ms. Johnston reported the Township Engineer and the Fire Marshal both signed off on the site plan after some concerns were addressed.

Ms. Johnston said Staff is generally satisfied that the project site plan meets all ordinance requirements and recommends approval. However, she suggested the approval include a condition that a revised set of elevation details with the exterior wall color indicated be provided to the Township.

Chairperson Sterenberg determined there were no questions for Ms. Johnston from Board Members and no public comment. He asked whether the applicant wished to address the Board.

Mr. Walter Hansen, Hansen Building and Design, 3027 Woodhams, Portage MI, said the color for the rear of the building is yet to be determined but would likely be cream and noted it would not be visible from the street. He said the exterior landscape plan would be attractive and that the building would be an asset to the Township.

Mr. Matt Wolff, owner, 5278 Skyridge, Oshtemo, said he was pleased to enter this venture and was excited to get the building underway.

There were no further comments; Chairperson Sterenberg moved to Board discussion.

Mr. Sikora indicated he was pleased with the presentation and complete packet provided and appreciated the applicant's work with Township personnel.

Mr. VanderWeele said the building will be nice looking, that he owns property to the south, and will be glad to see the building go up.

Mr. Sterenberg appreciated the business will stay with Oshtemo Township.

Hearing no further comments, Chairperson Sterenberg asked for a motion.

Mr. Sikora made a motion to approve the site plan for Wolff Financial as recommended, to include the condition from Staff as stated. Ms. Culp supported the motion. The motion was approved unanimously.

Any Other Business

Ms. Johnston told the group the Planning Commission is working on a re-organization of the zoning ordinance to make it more user-friendly and that she will keep the ZBA up to date as work progresses.

Ms. Johnston indicated there will be a ZBA meeting in June to address requests for sign variances and a site plan review.

ZBA Member Comments

Chairperson Sterenberg reminded the group of a joint meeting that night at 6:00.

He also acknowledged Mr. L. Michael Smith's service on the Board over the last five years.

The Chair thanked Mr. Ben Clark for his participation with the ZBA over the last year and a half and noted he did a great job during Ms. Johnston's absence.

Adjournment

Chairperson Sterenberg noted the Zoning Board of Appeals had exhausted its Agenda. There being no other business, he adjourned the meeting at approximately 3:15 p.m.

Minutes prepared:
May 23, 2018

Minutes approved:
June 26, 2018