

**ALPINE TOWNSHIP PLANNING COMMISSION  
REGULAR MEETING  
February 15, 2018**

**18-06 CALL TO ORDER / APPROVAL OF THE REGULAR MEETING MINUTES OF  
JANUARY 18, 2018 AND THE / PUBLIC COMMENT ON NON-AGENDA  
ITEMS**

The Alpine Township Planning Commission held its regular meeting on February 15, 2018 at 7:00 p.m. at the Alpine Township Center, 5255 Alpine Ave., NW, Comstock Park, MI 49321. Present: Chair Bruce Lee, Vice Chair Mike O'Malley, Secretary Lisa Frizzell, Ron Cordes, Chuck Jakems, Steve Thome and Dawn Swafford. Planner Susan Becker and Recording Secretary Barb Griswold were also present. Chair Bruce Lee called the meeting to order at 7:00 p.m. with the Pledge of Allegiance.

**APPROVAL OF MINUTES**

O'Malley moved, with support from Thome to approve the minutes of the Regular Meeting of the Alpine Planning Commission on January 18, 2018, with one correction on page 3.

**Ayes: 7 Nays: 0 Motion Carried**

Chair Lee opened the meeting up for Public Comment on any non-agenda items. No comments were received.

**18-07 SITE PLAN REVIEW: A SITE PLAN REQUEST FROM KORE, INC TO  
CONSTRUCT AN ACCESSORY BUILDING WITHIN THE I-1, LIGHT  
INDUSTRIAL ZONING DISTRICT AT 5263 6 MILE COURT.**

Planner Becker reviewed the site plan request from Brian Smith from Kore Incorporated, to allow the construction on a 2,592 sq. ft. accessory building. In 2012, the Planning Commission granted site plan approval for a 10,000 sq. ft. building addition for storage. Kore continues to have storage issues; therefore, it desires to build an unheated building for pallet, trailer and overstock storage. Becker said the proposed accessory building meets the required setbacks and has a 16-foot tall overhead door.

Becker explained there is an existing storm water detention basin which serves the properties of 6 Mile Court and was built at the same time as the private road. Storm water calculations for this existing basin were unable to be located. Rather than reverse-engineer the calculations, the applicant has chosen to provide limited storm water detention on site to the west of the proposed building to accommodate the additional storm water. The area around the proposed building is crushed concrete.

Becker said staff concurs with the parking calculations on the site plan that 21 parking spaces are required, and 21 parking spaces are provided. The site has trees lining the western boundary. Any future outside lighting fixtures must be cut-off fixtures and light may not spill onto adjacent properties or public right-of-way.

Dan Jones from Kore, Inc addressed the Planning Commission. He stated Kore has rented storage trailers to store overflow outside and they do not have room for additional storage inside

their facility. He said they do a lot of work with the Post Office, and will have to store inventory for longer periods of time.

Mr. Jones said theft has been an issue. They have to store pallets outside and they will get stolen, so they end up having to purchase more, and it has been an ongoing problem. They store scrap metal outside, and that has become an issue with theft too. Mr. Jones said they don't accumulate enough scrap metal to keep a dumpster on site, so a storage building would help with that issue. They also have to store company vehicles outside and that is a problem in the winter for trying to plow the parking lot, and these vehicles could be parked in the storage building too.

Mr. Jones said currently the drainage area is crushed concrete and most of their lot is blow sand and they haven't had any drainage issues. He said the drainage ditch that runs along the north side of the property has been maintained and the brush has been cut out every year. Mr. Jones stated they haven't seen any water in the drainage ditch in quite a few years. The proposed building will have the down spouts that drain towards the back and towards the detention basin.

O'Malley asked if the proposed storage building will be sufficient to hold what is stored in the storage trailers and Mr. Jones answered yes, the building would have enough storage space. O'Malley also asked if the proposed building will be maxed out or allow for growth and Mr. Jones doesn't feel they will max out the building. They will be able to double stack in the storage building and they currently can't do that in the storage trailers. O'Malley asked what kind of pallets the Post Office uses and Mr. Jones said wood pallets.

Cordes asked if Kore will be using pallet racking and Mr. Jones said yes. Cordes asked what the height of the proposed building will be and Mr. Jones answered 20-ft high.

Lee asked about the retaining wall in the plans, Mr. Jones said the architect put it in the plans but he doesn't see an advantage for having one. Mr. Jones added if it is a requirement they will put it in.

Lee asked if there were plans on lighting the proposed building. Mr. Jones said they have side lighting on the existing building by a door and he doesn't see a need for the proposed building to have lighting.

<b>MOTION: KORE INCORPORATED SITE PLAN AT 5263 6 MILE COURT</b>
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Based upon representations made by the applicant, Jakems make a motion, supported by O'Malley to *approve* the site plan dated January 17, 2018 drawn by W. L. Perry Associates for the construction of the 2,592-square foot accessory building on the 1.7-acre property addressed 5263 6 Mile Court, PP# 41-09-24-351-048 as it *does* meet the requirements set forth in Chapters 16, 18 and 19 of the Alpine Township Zoning Ordinance with the following conditions of approval:

**Conditions of Approval:**

1. All conditions outlined in the Township Engineer's letter dated February 6, 2018.

**Ayes: 7    Nays: 0    Motion Carried**

**18-08 DISCUSSION: DUAL-ZONED PROPERTIES**

The Planning Commission went over 75 dual-zoned parcels and decided to recommend changing 32 of them to a single zoning district. For each property, the Commission looked at the Master Plan's future land use, surrounding zoning, use of the dual-zoned property and comments received at the workshops as a guide in making their recommendations. The Commission will hold a special meeting on March 29<sup>th</sup>, 2018 at 7:00 for the parcels they recommend for changing to a single zoning district.

**18-09 PLANNING COMMISSION ADMINISTRATIVE ITEMS: 2017 YEAR END REPORT AND 2018 WORK PLAN.**

Planner Becker gave a summary of the 2017 Year End Report. The report included the ZBA and Planning Commission activities and general Planning and Zoning Administration. The Capital Improvement Program was updated and adopted for 2017-2023. The Alpine Township Finance Primer was reformatted and updated, and is now a separate document. The Township Board made small amendments to the Short-Term Open-Air Business Ordinance. The Township coordinated with Kent County Road Commission on which roads and segments of roads to repave this past year. There was ongoing maintenance of the geographic information system (REGIS) and the Township website was performed to ensure information is current and available to the public. All sidewalk easements across private property were added to the REGIS system and work is currently being done on adding private cross-access easements and agreements to REGIS.

Becker said the 2018 work plan will include a residential PUD ordinance review. The Township Board will be considering a police-power ordinance for a moratorium on the issuance of zoning approvals for any residential or mixed-use planned unit developments. The moratorium will allow time to review and possibly revise the PUD provisions.

Becker also said the work plan will include considering solar energy and possible ordinance provisions. In the fall of 2016, the Michigan Legislature amended the Clean and Renewable Energy and Energy Waste Reduction Act by requiring electric providers to achieve a renewable energy credit portfolio of at least 15% by 2021. Therefore, there is increased activity in solar energy development around the state.

**18-10 COMMISSIONER AND STAFF UPDATES / ADJOURNMENT**

Becker said there are two site plan items on the agenda for the March meeting.

**ADJOURNMENT**

Frizzell motioned, supported by Cordes to adjourn the meeting at 9:55 PM.

**Ayes: 7      Nays: 0      Motion carried**

  
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Lisa Frizzell, Planning Commission Secretary

  
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Barb Griswold, Recording Secretary