



**THORNAPPLE TOWNSHIP  
PLANNING COMMISSION  
Meeting Agenda  
Monday, May 23, 2022  
7:00 P.M.**

- 1. Call to Order (7:00 P.M.)**
- 2. Approval of agenda:** *[changes/approval]*
- 3. Approval of Minutes:** *March 28, 2022*
- 4. Citizen Comments:** *[matters not on agenda]*
- 5. Public Hearings<sup>1</sup>:**
  - a. Special Use #155 – Accessory Building – Ross Campbell, 12115 Olivia Drive  
Parcel #08-14-175-014-00*
    - i. Applicant Presentation*
    - ii. Staff and Site Plan Committee Review*
    - iii. Public Comments*
    - iv. Commission questions and deliberation*
- 6. New Business**
  - a. Proposed Zoning Amendment – Mini Storage*
  - b. Thornapple Township Zoning Ordinance Audit proposal*
- 7. Unfinished Business:**
  - a. None*
- 8. Committee Reports:**
  - a. Ordinance Committee – [Kilgore, Finkbeiner, Rairigh, Gasper(alt)] – see above*
  - b. Site Plan Committee – [Finkbeiner, Denton, Wandrie, Hansson(alt)]*
  - c. Joint Planning Committee - [Rairigh, Gasper, Denton, Kilgore (alt), Getty(staff)]*
- 9. Administrator's Report**
  - a. Zoning Report*
  - b. Code Enforcement Report*
- 10. Citizen Comment**
- 11. Commissioner Comments**
- 12. Adjournment**

**THORNAPPLE TOWNSHIP PLANNING COMMISSION**

**Regular Meeting, Monday March 28, 2022**

1. Call to Order:

- a. The meeting was called to order by Chairperson Tom Kilgore at 7:00 p.m. at Thornapple Township located at 200 E. Main St. Middleville, MI 49333.
- b. Present: Elaine Denton, Bryan Finkbeiner, Elizabeth Hansson, Tom Kilgore, Sandra Rairigh, and Craig Wandrie. Absent: Linda Gasper. Also Present: Catherine Getty, Amy Brown, Kevin Roy, and Kristine Selleck.

2. Approval of Agenda:

**MOTION** by Denton, **SUPPORT** by Rairigh to approve the agenda as printed. **MOTION CARRIED** with 6 yes voice votes.

3. Approval of Minutes:

**MOTION** by Finkbeiner, **SUPPORT** by Rairigh to approve the February 28, 2022, meeting minutes. **MOTION CARRIED** with 6 yes voice votes.

4. Citizen Comments: Roy asked the board for an update on broadband expansion. Finkbeiner replied that conduit is being put in along Garbow Rd. to Moe Rd. and Roy will be able to get internet service from MEI soon.

5. Public Hearings:

- a. Special Use #154 – Accessory Building – Kevin Roy, 7394 Garbow Road, Parcel #08-14-012-004-40

- i. Applicant Presentation – Kevin Roy stated he would like to build a 40'X45'X14' pole barn with siding and stone to match the house. He'd like it on the flat spot adjacent to the existing driveway as there is no access to the back because of the steep grade.
- ii. Staff and Site Plan Committee Review – Finkbeiner stated the committee had visited the site and agree it is the only place to locate the pole barn. The neighbor to the west has the same type of location for his barn and the neighbor said he was agreeable to Roy building his barn on the requested location. Denton agreed. Getty reported no calls or inquiries were received regarding the application.
- iii. Public Hearing – No public comments made.
  - 1. OPEN: 7:06 pm
  - 2. CLOSE: 7:06 pm

- iv. Commission questions and deliberations – None.

**MOTION** by Finkbeiner, **SUPPORT** by Denton to approve Special Use Permit # 154 - Accessory Building – Kevin Roy, 7394 Garbow Road Parcel # 08-14-012-004-40.

**Roll Call Vote:** Finkbeiner- Yes, Denton- Yes, Gasper-Absent, Hansson-Yes, Kilgore-Yes, Rairigh-Yes, Wandrie-Yes. **MOTION CARRIED** with 6 yes votes and 1 absent.

b. Special Use #152 / Site Plan #115, Greenhouse, or Nursery Retail Store - Kristine Selleck – Parcel #08-14-014-023-00

- i. Applicant Presentation – Kristine Selleck explained she has been operating Thornapple Floral in the village for 38 years. Because people are ordering online or by phone and plans to sell her current building, she'd like to move her location to the pole barn located next to their home which is more convenient.
  - ii. Staff and Site Plan Committee Review – Finkbeiner stated the committee had visited the site and that they already have water and electric supplied to the pole barn and the application fits the ordinance stipulations. Wandrie and Denton agreed. Getty stated that Selleck would work through the sign permit process as needed before constructing one by the road. Finkbeiner said there is plenty of parking space on site. The committee recommends approval; however, permits from PCI and Barry County Health Department will be needed as well.
  - iii. Public Hearing – No public comments made.
    1. OPEN: 7:17 pm
    2. CLOSE: 7:17 pm
  - iv. Commission questions and deliberations – Rairigh asked if restrooms are required. Getty replied, no. Rairigh asked if there might be events like Creekside. Selleck said she does not plan to have any. Wandrie asked for confirmation there wouldn't be parking on the street or right of way. Getty said there was a lot of parking space by the building.
- **MOTION** by Rairigh, **SUPPORT** by Wandrie to approve Special Use #152 / Site Plan #115, Greenhouse, or Nursery Retail Store - Kristine Selleck – Parcel #08-14-014-023-00 with the recommended conditions as outlined in the site plan committee memo to the Planning Commission (Standards for special use approval in Section 19.3 (1)-(10) and Section 19.41 (a) – (d). Applicant must obtain all necessary permits from the Barry Eaton District Health Department and Professional Code Inspections. Applicant must provide sketch of the location and sign detail prior to sign installation.)

**Roll Call Vote:** Finkbeiner- Yes, Denton- Yes, Gasper-Absent, Hansson-Yes, Kilgore-Yes, Rairigh-Yes, Wandrie-Yes. **MOTION CARRIED** with 6 yes votes and 1 absent.

6. New Business:

- a. None

7. Unfinished Business:

- a. Zoning Amendment – Self Storage in Commercial Zoning District - Getty included a report detailing what other nearby communities do with self-storage. The village of Middleville allows them by special use permit in the Highway commercial district. Getty also provided photos from Nick Suwyn showing two examples of self-storage units located in other communities in which they've operated. Finkbeiner asked about RV storage outside. Finkbeiner also inquired where the current commercial zones in the

township are located. Getty gave those locations along M-37, but recommended also looking at the future land use map. Getty also suggested reviewing the architectural standards. Getty will schedule a committee meeting to formulate a recommendation to the planning commission.

8. Committee Reports:

- a. Ordinance Committee [Kilgore, Finkbeiner, Rairigh, Gasper (alt)]
- b. Site Plan Committee [Finkbeiner, Denton, Wandrie, Hansson(alt)]
- c. Joint Planning Committee [Rairigh, Gasper, Denton, Kilgore, Getty(alt)]

9. Administrator's Report:

- a. Zoning Report – Included in the packet. No comments or questions.

10. Citizen Comments: None

11. Commissioner Comments: Getty stated the developer for the Villa has adjusted the building plan so a variance will not be needed.

12. Adjournment:

- a. **MOTION** by Finkbeiner, **SUPPORT** by Denton to adjourn the meeting at 7:35 pm.  
**MOTION CARRIED** with 6 yes voice votes.

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*Sandra Rairigh, Secretary*

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*Amy Brown, Recording Secretary*

Approved \_\_\_\_\_

# TOWNSHIP of THORNAPPLE

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200 E. Main St. ♦ PO Box 459 ♦ Middleville, Mich. 49333 ♦ Fax 269-795-8812 ♦ 269-795-7202  
e-mail: cgetty@thornapple-twp.org      www.thornapple-twp.org

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*Catherine Getty, Zoning Administrator*

*May 19, 2022*

## MEMORANDUM

**TO:** Thornapple Township Planning Commission

**FROM:** Catherine Getty, Zoning Administrator

**RE:** SU # 155– Accessory Building Location in the RR Zoning District  
12115 Olivia Drive, Middleville. 08-14-175-014-00

### **BACKGROUND:**

Applicant, Ross Campbell, is requesting to build a 32'x40' detached accessory building closer to the road than his house at 12115 Olivia Drive in Middleville. The parcel is in the Rural Residential (RR) Zoning District which requires special use approval to build an accessory building closer to the road than the house.

### **REQUEST DEFINED:**

Mr. Campbell would like to build an accessory building in a flat spot on his corner parcel. The subject parcel is on the corner of Beauterra Lane and Olivia Drive. Much of the property is either on a steep slope, drainfield, reserve drain field, wetland or stormwater easement. (see site plan and survey in application materials).

The applicant proposes to match the aluminum siding on the barn with the house siding color scheme. The accessory building will be two colors with grey on the top and blue on the bottom. The proposed design of the accessory building is to match the existing house as much as possible.

### **COMMITTEE RECOMMENDATION:**

The Site Plan Committee did not visit the site.

*Exhibit 1 - Special Use Application*

*Exhibit 2 - Aerial location*

*Exhibit 3 – Applicable Zoning Ordinance*

**EXHIBIT 1**  
**SPECIAL USE #155**  
**APPLICATION**



## APPLICATION SPECIAL USE – Accessory Building in RR District

Thornapple Township, 200 E. Main St., Middleville, MI 49333  
Phone: 269-795-7202 Fax: 269-795-8812  
Email: [zoning-administrator@thornapple-twp.org](mailto:zoning-administrator@thornapple-twp.org)

Case # SU- 155  
Hearing Date 5-23-22  
Fee: \$250

### PROPERTY INFORMATION

Property Address: 12115 OLIVIA DR.  
Parcel ID Number: 14-175-014-00 Zoning District \_\_\_\_\_ Wetlands Present? ☒ Y or ☐ N  
Parcel Size Frontage: 175' feet Depth: 489 feet Area: 1.8 [Acres or square feet]  
Current Use of Property [Describe] This part of the lot is currently unused.  
Describe Proposed Special Land Use: Add 32' x 40' storage barn for storing a car, also other items. Barn will have 2 colors of aluminum siding, grey on the top and blue on the bottom Similar to the home on the property, as well as the slope and shingles on the roof.  
See the attached narrative and layout for more information.  
Section of Zoning Ordinance Allowing Special Land Use: \_\_\_\_\_

\*\*\*Provide a land survey and/or legal description of the subject property on a page attached to this petition\*\*\*

### APPLICANT INFORMATION

#### 1. Applicant

Identify the person or entity making this petition:

Name: ROSS CAMPBELL Cell Phone 269-953-7667  
Mailing Address: 12115 OLIVIA DR. Telephone \_\_\_\_\_  
City MIDDLEVILLE State MI Zip 49333 FAX \_\_\_\_\_  
E-Mail RUNNERMAN03@YAHOO.COM

#### 2. Applicant Interest

The applicant must have a legal interest in the subject property, please check one below:

☒ Property Owner ☐ Building Contractor

#### 3. Property Owner



Check here if applicant is also property owner

Identify person or entity that owns the subject property:

Name: CAMPBELL ROSS & RHONDA TRUST Cell Phone 269-953-7667  
Mailing Address: 12115 OLIVIA DR. Telephone \_\_\_\_\_  
City MIDDLEVILLE State MI Zip 49333 Fax \_\_\_\_\_  
E-Mail runnerman03@yahoo.com

## REQUIRED PETITION – WRITTEN ATTACHMENTS

- ✓ Provide narrative to explain need for the proposed Special Land Use
- ✓ Provide narrative addressing Section 21.3(e)(2). (Accessory building is compatible to the dwelling on the property and dwellings in the area in respect to exterior colors, materials, roof pitch, window coverage, landscaping and other features of the structure and site. )
- ✓ Site sketch showing lot lines, all structures on property and their distances from lot lines

## REQUEST & AFFIDAVIT

The applicant must read the following statement carefully and sign below:

The undersigned requests Thornapple Township review this petition and companion documents as provided in the zoning ordinance now in effect. The applicant further affirms and acknowledges the following:

- ✓ That the petitioner has a legal interest in the property described in this petition, and
- ✓ The answers and statements contained in this petition and attachment are in all respects true and correct to the best of my knowledge, and
- ✓ The petitioner offers the conditions set forth herein on its own volition and completely voluntary.
- ✓ The approval of this petition does not relieve the undersigned from compliance with all other provisions of the Zoning Ordinance or other applicable codes and ordinances and does not constitute granting of a variance, and
- ✓ The undersigned hereby grants Thornapple Township staff and Planning Commission member the right to access the subject property for the sole purpose of evaluating this petition.

Ross Gzell  
Applicant Signature

4/25/22  
Date

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

If the petitioner is not the property owner, the property owner must sign below:

\_\_\_\_\_  
Property Owner Signature

\_\_\_\_\_  
Date

\*\*\*\*\*  
**OFFICE USE ONLY:**

Fee \$250 Fee Paid by Cash ☒ Check Receipt # 22866 Received by: LB  
[ ] Approved, [ ] Approved w/conditions, [ ] Denied: by the Planning Commission on \_\_\_\_\_, \_\_\_\_\_

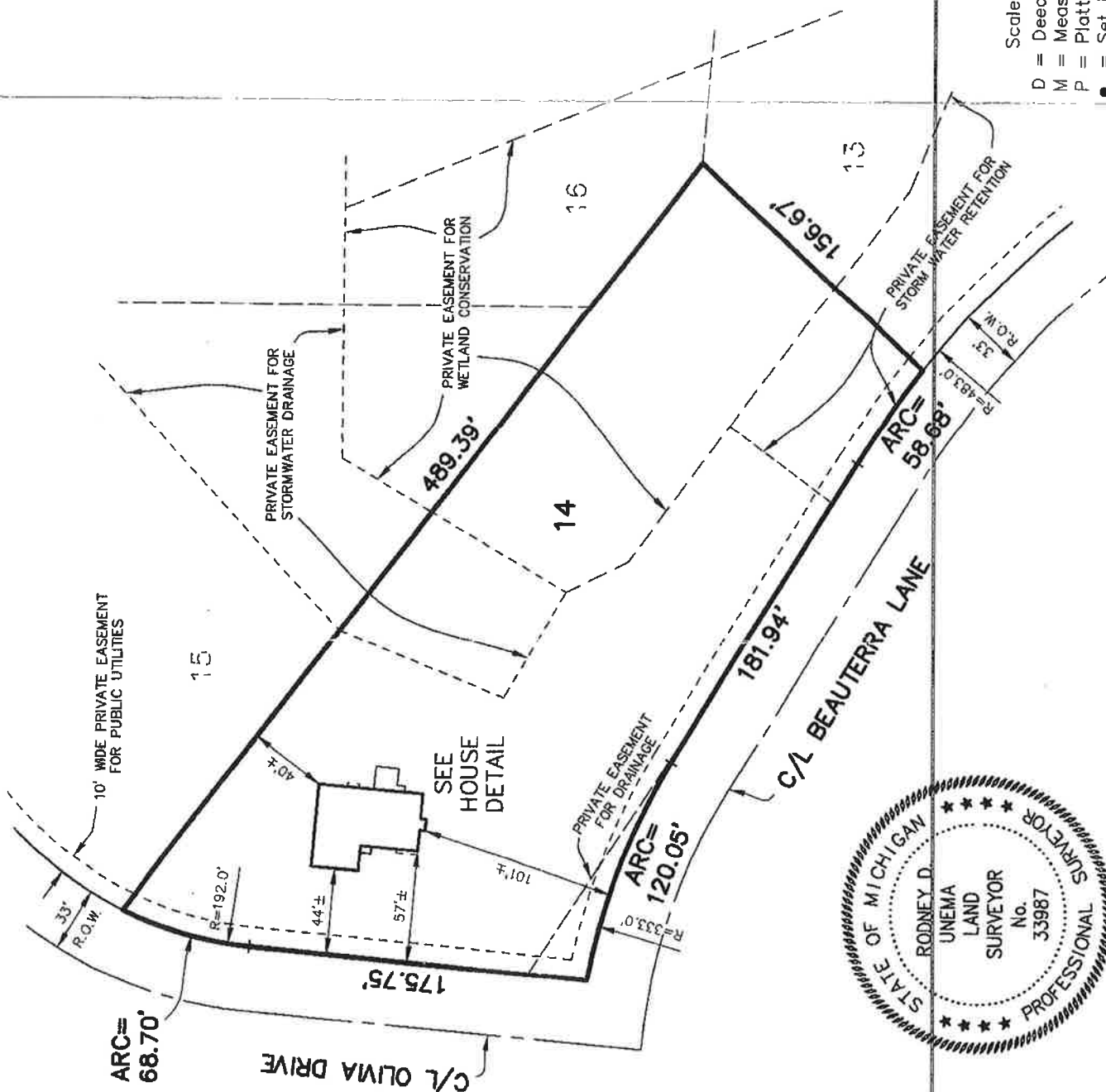
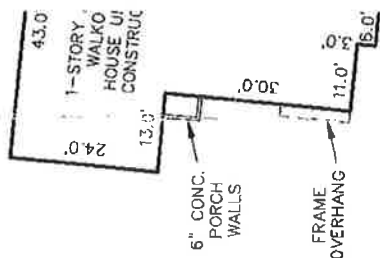


Mortgage Report For: Commi  
ATTN: I  
4065 -  
Kentwc

RE: 12115 Olivia Drive  
Ross & Rhonda Campbell

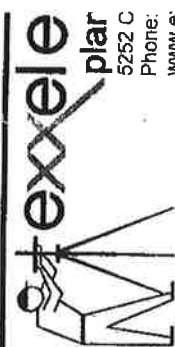
Description as furnished:  
Lot 14, Rose of Sharon plat, Town  
Barry and State of Michigan, acc

HOUSE  
1" =



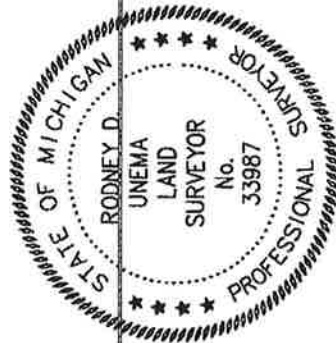
Note:

This report was prepared for n  
only and does not represent a

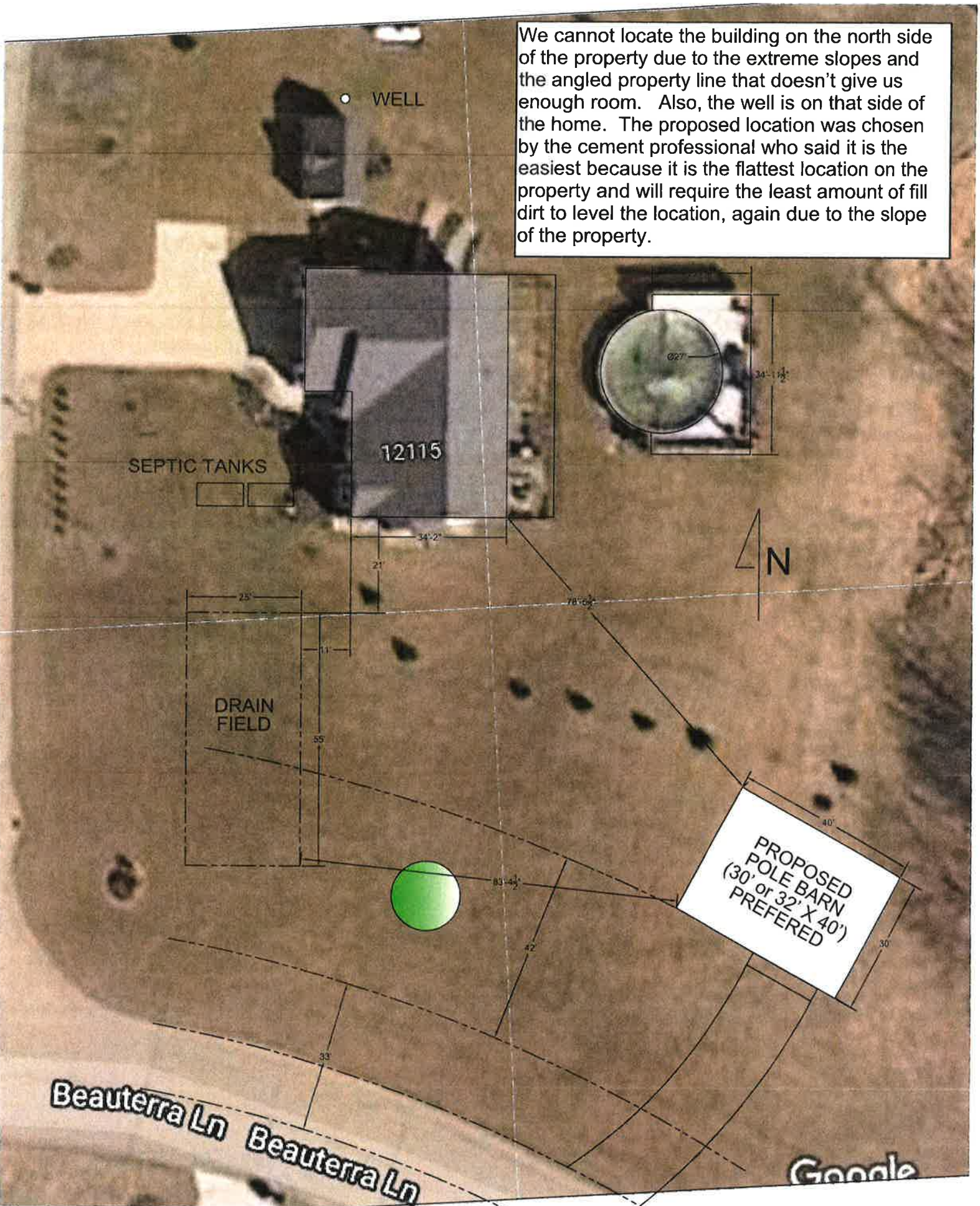


Scale 1" = 80'

- D = Deeded dimension
- M = Measured dimension
- P = Platted dimension
- = Set iron stake
- o = Found iron stake
- ⊙ = Concrete monument
- = Fence line



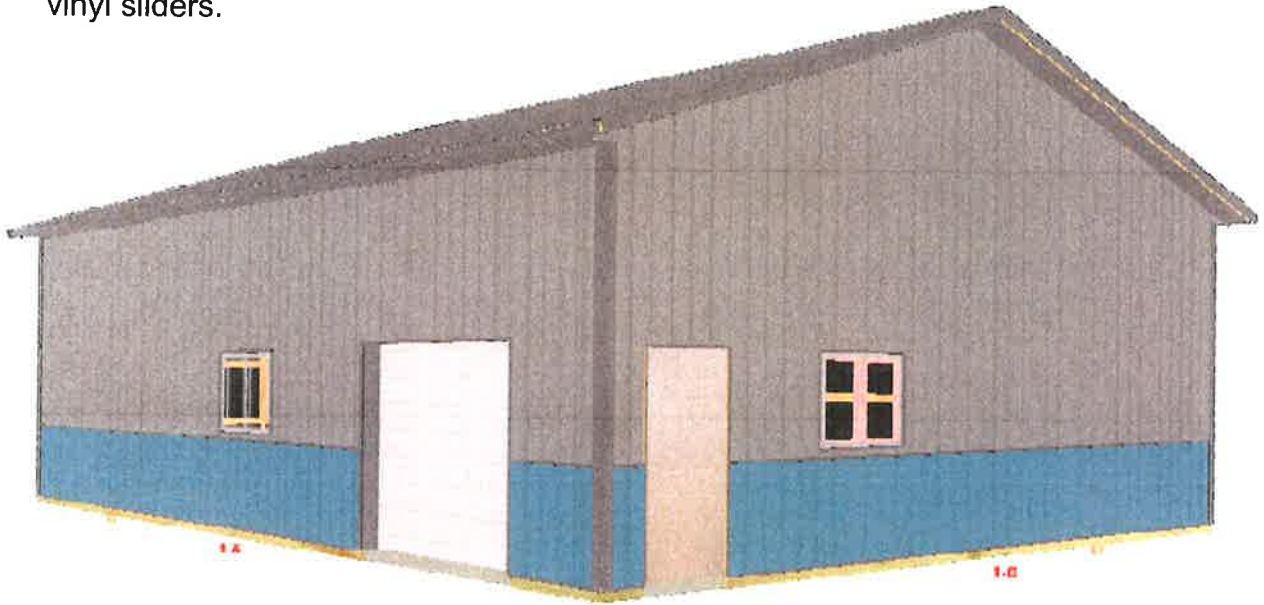
We cannot locate the building on the north side of the property due to the extreme slopes and the angled property line that doesn't give us enough room. Also, the well is on that side of the home. The proposed location was chosen by the cement professional who said it is the easiest because it is the flattest location on the property and will require the least amount of fill dirt to level the location, again due to the slope of the property.



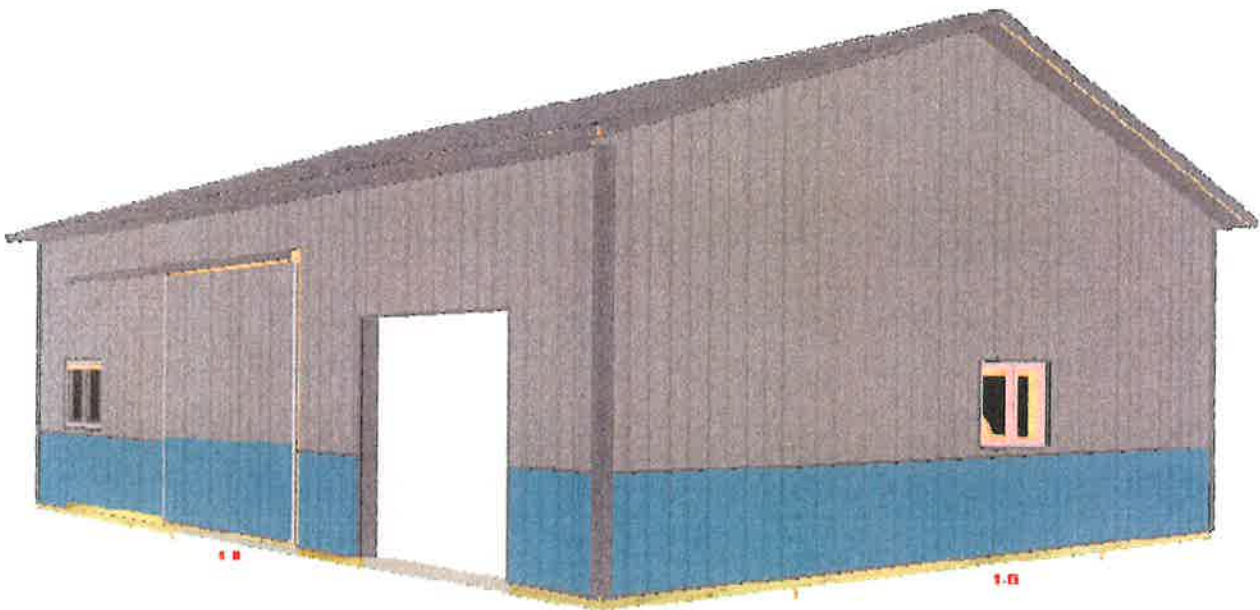


### Elevation Views

Colors to match existing home, windows are white vinyl sliders.



Back



Front









approximate location





# Barry County GIS

Parcel Report: 14-175-014-00

4/13/2022

1:29:24 PM



## Property Address

12115 OLIVIA DR  
MIDDLEVILLE, MI, 49383

## Owner Address

CAMPBELL ROSS &amp; RHONDA TRUST

Unit: 14

Unit Name: THORNAPPLE

12115 OLIVIA DR  
MIDDLEVILLE, MI 49383

## General Information for 2022 Tax Year

Parcel Number:	14-175-014-00	Assessed Value:	\$131,000
Property Class:	401	Taxable Value:	\$115,348
Class Name:	401 RESIDENTIAL IMPROVED	State Equalized Value:	\$131,000
School Dist Code:	08050		
School Dist Name:	THORNAPPLE KELLOGG SCHOOL		

**EXHIBIT 2**  
**AERIAL MAP**





## **EXHIBIT 3**

### ***Applicable Zoning Ordinance***

#### **Section 21.3 Accessory Building Size Regulations in the “RR” Rural Residential and “RE” Residential Estates Zoning Districts**

For all accessory buildings, as defined in this Ordinance, the following regulations shall apply in the “RR” and “RE” Zoning Districts:

**(a) Location:**

1. Accessory buildings less than 200 square feet on the main floor and not permanently attached to the ground, may be located closer to the front lot line than the front wall of the principal building provided they are not located in the front setback area required for a principal building. Accessory buildings less than 200 square feet are not subject to side and rear setback requirements.

2. Accessory buildings 200 square feet or larger on the main floor, shall be located at least ten (10) feet from a side lot line and at least five (5) feet from a rear lot line.

Accessory buildings 200 square feet or larger on the main floor shall not be located closer to the front lot line than the front wall of the principal building provided that the following provisions shall apply:

(i) The above stated provision prohibiting an accessory building from being located closer to the front lot line than the front wall of the principal building shall not apply if both the principal building and the accessory building are located at least 200 feet back from the street right-of-way line.

(ii) As a special land use, the Planning Commission may approve an accessory building that is located closer to the front lot line than the front wall of the principal building and within the first 200 feet back from the street right-of-way line; provided, however, that no such special land use shall be granted for an accessory building located in the required front yard setback area for the respective zoning district. The approval of any such special land use shall take place at a public meeting of the Planning Commission, and public hearing and special public notice shall be required. In its review of the application, the Planning Commission shall consider the standards applying to all special land uses as listed in Section 19.3. In addition, the accessory building shall be compatible in appearance to the dwelling on the property and dwellings in the area. In determining whether the proposed accessory building is compatible in appearance, the following shall be considered: exterior colors, materials, roof pitch, window coverage, landscaping and other features of the structure and site.



# TOWNSHIP *of* THORNAPPLE

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e-mail: [cgetty@thornapple-twp.org](mailto:cgetty@thornapple-twp.org) [www.thornapple-twp.org](http://www.thornapple-twp.org)

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*Catherine Getty, Zoning Administrator*

*May 19, 2022*

## MEMORANDUM

**TO:** Thornapple Township Planning Commission

**FROM:** Catherine Getty, Zoning Administrator

**RE:** Zoning Ordinance Amendment to allow self-storage facilities by Special Use in the Township's General Commercial Zoning District

### **Recommendation:**

The Planning Commission consider setting a public hearing to amend the Zoning Ordinance to allow self-storage facilities in the General Commercial District.

### **Background:**

The Ordinance Committee met on April 21<sup>st</sup> to discuss possible ordinance amendments to allow self-storage facilities in the General Commercial District. The committee reviewed ordinances from Georgetown, Crockery and Grand Haven Townships. There were parts of each of the other ordinances the committee thought fit well for Thornapple Township. The result is the attached recommendation.

### **Attachments:**

1. Proposed Zoning Amendment
2. Township Zoning and FLU maps
3. Nick Suwyn's email comments on proposed zoning amendments

## Proposed Thornapple Township Zoning Amendment

### Sections 19.72 Self Storage Facility (self-storage warehouse, self-storage facility, mini storage)

- A. Minimum lot size is 4 acres.
- B. No building shall exceed a height of 24 feet.
- C. The entire site, exclusive of access drives, shall be enclosed with a six (6) foot high decorative metal fence. *(Note to PC – you could consider allowing other fencing material)*
- D. Exterior appearance: Buildings shall be attractive and surfaced with high quality materials as approved on the site plan. Site plan shall include architectural renderings or shop drawings indicating material types, surface textures, and colors.
  - a. Storage units shall have pitched roofs with gables.
  - b. Building exterior shall be faced with metal, brick or stone unless otherwise approved by the Planning Commission.
  - c. Buildings shall have neutral colors.
  - d. Buildings shall be oriented so that the doors to storage units do not face toward the road unless such doors will be completely screened from view from the road. (PC to consider allowing gable ends with doors to face the roadway).
- E. Driving areas in and around buildings shall have a solid surface (cement or asphalt) as specifically shown and labeled on site plan.
- F. On-site circulation
  - a. All one-way driveways shall be designed with at least two lanes. One ten (10) foot wide loading/unloading lane and one fifteen (15) foot travel lane, for a total pavement width of at least twenty-five (25) feet.
  - b. All two-way driveways shall be designed with at least three lanes. One ten (10) foot wide loading/unloading lane and two twelve (12) foot travel lanes, for a total pavement width of at least thirty-four (34) feet.
  - c. The loading/unloading lanes may be eliminated if the driveway does not serve storage units. Signs and painted lines shall be used to indicate parking and traffic direction throughout the site.
- G. All site plans require approval from Thornapple Township Emergency Services.
- H. All storage shall be enclosed within a building; provided, however, that up to 25% of the gross fenced area may be used for the outdoor storage of licensed trailers, recreational vehicles, and similar items. The outdoor storage area shall be specifically identified on the site plan and screened from the view of adjacent properties by walls, fencing or landscaping.
- I. No sales, service or repair activities or anything other than storage (and the rental, maintenance, and supervision of storage units) shall be conducted on the premises. Auctions may be allowed from time to time in the event of an eviction or failure to claim belongings.
- J. There shall be no storage of hazardous or dangerous materials on the premises.
- K. Buffer zones as required in Article XXV.

**Section XXXII - DEFINITIONS:**

*Self-storage facility (self-storage warehouse, self-storage facility, mini storage):*

*A facility consisting of individual, indoor self-storage units for the storage of business, personal or household goods as well as the indoor and/or outdoor storage of boats, cars, trailers, recreational vehicles, and small trucks, rented or leased on an individual basis and related services. This use shall be for those who are to have access to such units for storing and removing personal property only, and not for residential purposes. Such a use does not allow for the rental of trailers or vehicles, or the outdoor storage of construction equipment. All outdoor vehicle storage shall be for licensed, registered vehicles only.*

## ARTICLE XII

### “C” GENERAL COMMERCIAL ZONING DISTRICT

#### Section 12.1 Description and Purpose

The “C” General Commercial Zoning District provides for a wide array of office, retail and service commercial uses. This District is intended to apply along segments of M-37 Highway consistent with the adopted 2007-2020 Master Plan. All land development and building construction in this District will be served by public sanitary sewer and water supply for both potable water and fire protection if necessary.

Architectural standards will also be applied to all buildings and renovations of existing buildings. Large floor area, single-occupant retail use buildings are prohibited in this zoning district. In-fill and reuse of existing sites planned and zoned for commercial use will be encouraged before rezoning of vacant lands.

#### Section 12.2 Permitted Land Uses

Land and buildings in the “C” General Commercial Zoning District may be used for the following purposes only:

- (a) Antique Retail Store.
- (b) Auto Parts Retail Store.
- (c) Bakery Goods.
- (d) Barber and Beauty Shop.
- (e) Bookstore, (including coffee shop and reading area).
- (f) Bowling Alley.
- (g) Broker and Financial Institution.
- (h) Camera Store.
- (i) Carpet and Upholstery.
- (j) Catering Establishment.
- (k) Childcare Center.
- (l) Clothing and Apparel Retail Store.
- (m) Coin Laundry and service.
- (n) Computer and Electronic Retail and Service.
- (o) Dance Studio.
- (p) Delicatessen.
- (q) Department Store under 40,000 Square feet of Floor Area.
- (r) Dry Cleaning.
- (s) Duplicating and Printing Service.
- (t) Electronics Retail.
- (u) Fitness Center.
- (v) Florist (without greenhouse or nursery).
- (w) Funeral Home.
- (x) Furniture Store.
- (y) Garden Supply Retail (excluding implement sales).

- (z) General Offices.
- (aa) Gift Shop.
- (bb) Grocery Store.
- (cc) Hardware.
- (dd) Health Spa.
- (ee) Hotel.
- (ff) Household Appliance Store and Service.
- (gg) House Wares Retail.
- (hh) Jewelry Retail.
- (ii) Laboratory, (Materials and Chemical Testing).
- (jj) Laboratory, (Medical, Dental).
- (kk) Lighting Fixture Retail.
- (ll) Music Store.
- (mm) Newspaper Publishing.
- (nn) Off-Street Parking Lot.
- (oo) Package Delivery & Shipping Service.
- (pp) Paint and Wallpaper Retail.
- (qq) Pet Shop & Supply Retail.
- (rr) Photography Studio.
- (ss) Professional office for medical doctors, chiropractors, dentists, architects, engineers, accountants, attorneys, physical and massage therapy and similar professions.
- (tt) Restaurant (without drive-up window).
- (uu) Shoe Repair Store.
- (vv) Sporting Goods Retail (except motorized vehicles and boats).
- (ww) Tailor.
- (xx) Variety Store (such as a “5 & 10”).

### **Section 12.3 Special Land Uses**

The following uses of land and buildings may be permitted when authorized as a special land use by the Planning Commission, subject to regulations contained in Article XIX:

- (a) Any office, retail or service use including a drive-through or drive-up window or opening providing direct service to occupant(s) of a motor vehicle.
- (b) Gasoline, diesel or alternative fuels filling station which may or may not include companion convenience goods retail sales.
- (c) Automobile, motorcycle and equipment repair and service facility of any kind.
- (d) Car Wash.
- (e) Commercial amusement enterprise including but not limited to video games, pinball, billiards and pool tables and similar amusement devices.
- (f) Automobile, truck, motorcycle, recreational vehicle, recreational equipment, agricultural implement and similar vehicle and equipment sales with or without service and repair facility.
- (g) Adult entertainment facility.

- (h) Any establishment with on-premise sales of beer, wine, and/or liquor in packaging or by the glass.
- (i) Office, retail and/or service use building designed and intended for multiple ownership and/or condominium ownership.
- (j) Any building occupied or to be occupied by three or more separately owned and operated businesses.
- (k) Any use of land or building involving outdoor display of merchandise or materials for retail sales.
- (l) Any use not listed in Section 12.2 that may be similar to office, retail or service use permitted by right in this District as determined by the Planning Commission.
- (m) Self Storage Facility

#### **Section 12.4 Prohibited Uses**

The following uses in the “C” General Commercial Zoning District are prohibited:

- (a) A building in excess of 40,000 square feet of gross floor area occupied by one separate retail business entity.

#### **Section 12.5 Other Land Uses**

The following other land uses may be permitted as provided in this Ordinance:

- (a) Customary accessory use as regulated in this Ordinance.
- (b) Temporary use as regulated by this Ordinance

#### **Section 12.6 “C” General Commercial Zoning District Regulations**

Land divisions, buildings and structures in the “C” General Commercial Zoning District shall comply with the following requirements unless provided otherwise in this Ordinance:

- (a) **Minimum Lot Area and Width.** The minimum lot area shall be 8,700 square feet and 66 feet minimum lot width. Lots of record on the effective date of this Ordinance may be utilized, so long as they are not further diminished in area.
- (b) **Minimum Required Building Setbacks.**
  - (1) **Front Yard.** There shall be a minimum front yard building setback of 50 feet.
  - (2) **Side Yard.** Side yard minimum setback shall be 10 feet when abutting any office, commercial or special commercial district and no less than 25 feet when abutting any residential zoning district.
  - (3) **Rear Yard.** There shall be a minimum rear yard building setback of 25 feet when abutting any residential district. In all other cases, the minimum rear yard setback shall be 10 feet.
  - (4) **Maximum Height.** No building or structure shall exceed 35 feet in height, except permitted communications antennas and towers.

- (5) **Maximum Building Lot Coverage.** The maximum lot coverage for all buildings shall be 50 percent of actual lot area excluding public right-of-way and area within private easements for ingress and egress.
- (6) **Maximum Lot Coverage.** The maximum lot coverage for all buildings and hard surfaced area shall be 85 percent of actual lot area.

#### **Section 12.7 Parking Regulations**

All uses of land and buildings in this District shall conform to applicable parking and loading regulations contained in Article XXIII.

#### **Section 12.8 Sign Regulations**

All signs in this District shall conform to applicable sign regulations contained in Article XXIV.

#### **Section 12.9 Site Plan Review**

All uses of land and buildings in this District shall conform to applicable site plan content and review requirements contained in Article XX.

#### **Section 12.10 Landscape Standards**

All uses of land and buildings in this District shall conform to applicable landscaping standards contained in Article XXV.

#### **Section 12.11 Special Regulations**

- a) Access Management Overlay District standards within Article XVI shall apply to all properties within the “C” General Commercial Zoning District. This shall include any property hereinafter zoned to “C” Commercial or any parcel on which a conversion of occupancy from residential use to office, service or commercial use occurs and any expansion, alteration or structural change to an existing building in the “C” District, regardless of current use.

#### **Section 12.12 Joint Planning Area**

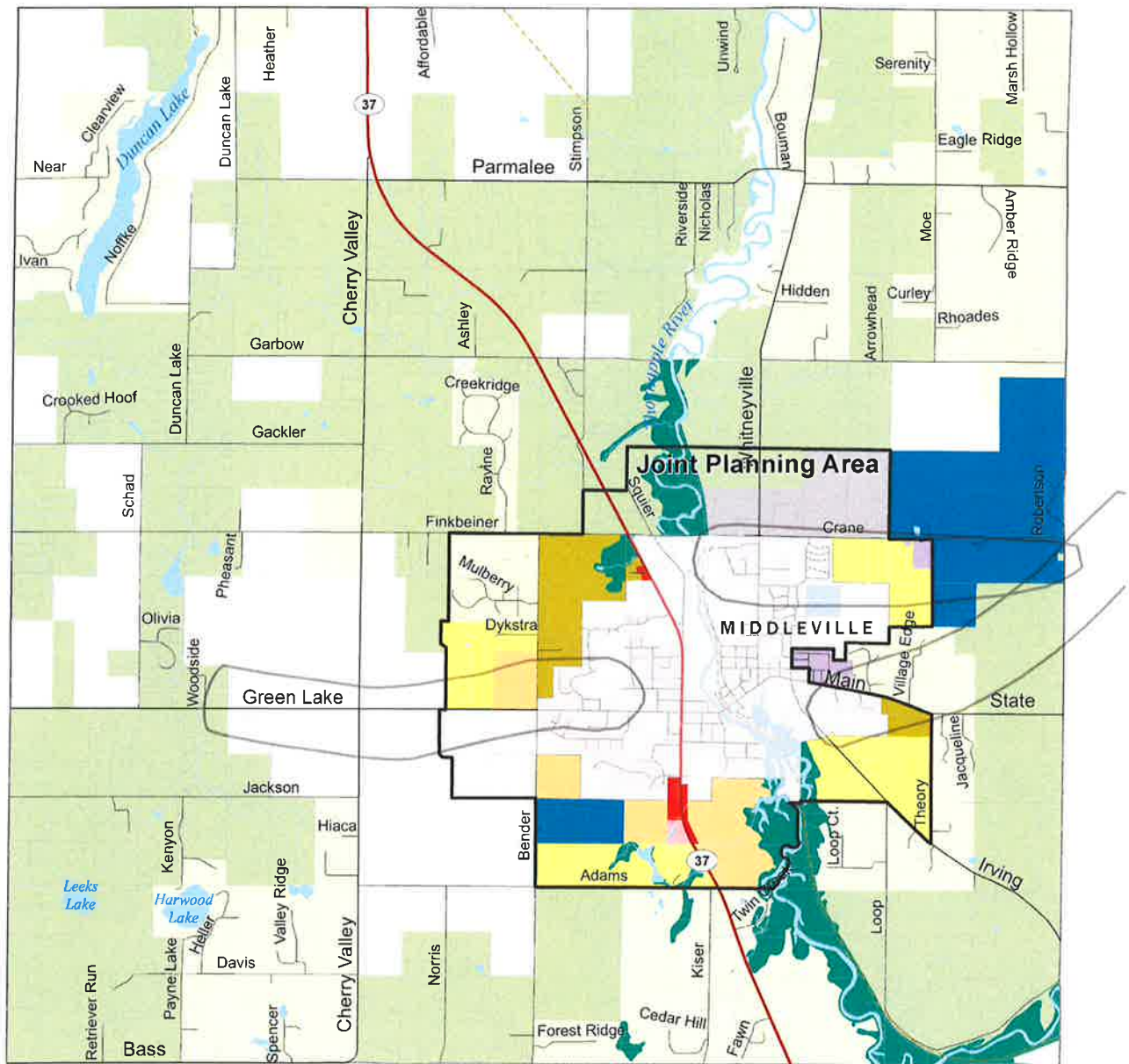
The “C” General Commercial Zoning District may be applied only to lands lying within the Joint Planning Area as defined in Article XXXII and only if the land use is consistent with the adopted 2007-2020 Thornapple Township Master Plan.

#### **Sections 12.13 – 12.99 [Reserved]**



[illegible]





# FUTURE LAND USE

2020 Master Plan  
Thornapple Township  
Barry County, Michigan

0 0.25 0.5 1 Miles

Data Sources: MCGI, Barry County GIS

williams & works  
improving communities



## Legend



Wellhead Protection Areas



A - Agriculture (1.5 acre/du)



AR - Agriculture Residential (1.5 acre/du)



RR - Rural Residential (1.5 acre/du)



VR - Very Low Density Residential (1-2 du/acre)



LR - Low Density Residential (3-4 du/acre)



MR - Med Density Residential (4-8 du/acre)



HC - Highway Commercial



O - Office



I - Industrial



NA - Natural Area



OS - Public Open Space



PF - Public Facility

**From:** [Nick Suwyn](#)  
**To:** [Catherine Getty](#)  
**Subject:** Fw: proposed self storage ordinance  
**Date:** Friday, May 6, 2022 5:17:46 PM  
**Attachments:** [Proposed Thornapple Township Zoning Amendment self storage.docx](#)

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Catherine

Thanks for sharing this!

All in all, I think it looks really good!

I do have a few comments for your consideration:

Under C ... most times decorative fence would be facing the road and then switched to a cheaper option as decorative is about 3 time the price. On Millstone we have a lot of road frontage but behind the houses and along the other ends we ran a black coated 6ft high chain link... it looks really nice yet but its out of eyesight most times.

Under D... its very important to have doors on the gable ends those are where you get the smaller units you would need to redesign units with interior hallways to get small units.

also being able to see the doors from the road is where your averting comes from a lot of times on storge ... totally blocking that off is not ideal. I think you have this structured to protect the setting and the look I would hate to see a complete screen of trees.

lastly the on-site circulation Mainly (the one-way and loading and unloading) seems unnecessary ... these are not very heavily trafficked areas at all its actually very uncommon in my experience to have multiple tenants on site at a time.

With that being said I do think your on the right track with isles being 25ft and ends I would make 30ft

Take those for what they are worth :-)

Thanks for letting me weigh in!

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From: Catherine Getty <cgetty@thornapple-twp.org>  
Sent: Wednesday, May 4, 2022 3:58 PM  
To: Nick Suwyn  
Subject: proposed self storage ordinance

This is what the Committee came up with and will discuss at the Township's meeting on May 23rd.

Please let me know if you have any questions or comments.

Catherine Getty  
Planning and Zoning Administrator  
Thornapple Township  
cgetty@thornapple-twp.org <<mailto:cgetty@thornapple-twp.org>>  
269-795-7202 (o)  
269-953-6142 (c)  
Office Hours M-Th 9am-4pm

# TOWNSHIP of THORNAPPLE

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200 E. Main St. ♦ PO Box 459 ♦ Middleville, Mich. 49333 ♦ Fax 269-795-8812 ♦ 269-795-7202  
e-mail: [cgetty@thornapple-twp.org](mailto:cgetty@thornapple-twp.org) [www.thornapple-twp.org](http://www.thornapple-twp.org)

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*Catherine Getty, Zoning Administrator*

*May 19, 2022*

## MEMORANDUM

**TO:** Thornapple Township Planning Commission

**FROM:** Catherine Getty, Zoning Administrator

**RE:** Zoning Ordinance Audit proposal

### **Recommendation:**

The Planning Commission make a motion to recommend to the Township Trustees to contract with Williams and Works to conduct an audit of the Township's Zoning Ordinance for an amount not to exceed \$2,250.

### **Background:**

The Township's Master Plan implementation schedule indicates several sections of the zoning ordinance in need of review (see attached implementation schedule). I have also identified some areas in need of review with projects I have been working on in consultation with our Township attorney. After discussing these ordinance issues, our attorney, Cliff Bloom, suggested contracting with Williams and Works to perform the ordinance audit as the first step in the process of identifying possible ordinance amendments.

### **Attachments:**

1. Williams and Works proposal
2. Thornapple Township Master Plan Implementation Schedule



March 29, 2022

Ms. Catherine Getty, Zoning Administrator  
Thornapple Township  
200 E. Main Street  
Middleville, MI 49333

**RE: Thornapple Township Zoning Ordinance Audit**

Dear Ms. Getty:

We have enjoyed assisting Thornapple Township with various planning and zoning matters over the last several years. As we discussed a couple of weeks ago, this letter outlines our approach to performing a technical review or “audit” of the Thornapple Township Zoning Ordinance and outlines our anticipated professional fees for such a review.

We usually conduct Zoning Ordinance audits as the first step in the larger process of updating a community’s Zoning Ordinance. This is a good first step because it reviews the entire existing regulatory framework and language of the Zoning Ordinance. Its purpose is to identify problematic language, outdated provisions, standards in the Ordinance not consistent with the Township Master Plan, regulatory conflicts, inconsistencies, and other issues.

The audit will be delivered in the form of a written memorandum that will highlight areas of the Ordinance that should be changed or reviewed by the Planning Commission. It will critique existing language, identify missing definitions, raise policy questions, identify challenging provisions, and recognize potential enforcement challenges. Most importantly, it will discuss potential solutions to issues and recommend an approach for moving forward.

If the Township opts to rewrite (or amend) the Zoning Ordinance, the audit will serve as a guide for the Planning Commission, Township staff, and consultants for making adjustments to the Ordinance. Additionally, an audit also helps to educate decision-makers, generate discussion, and build consensus on future modifications to the document.

Once the audit is complete, the Township may opt to amend as much (or as little) of the Zoning Ordinance as it desires. We will provide a fee estimate for additional revisions to the Zoning Ordinance once the audit is complete and we have a detailed picture of the scope of revisions needed.

**Staffing.** We propose that Nathan Mehmed, AICP continue to serve Thornapple Township for this assignment. Mr. Mehmed has written numerous Zoning Ordinance audits and

amendments. In addition, he has worked on several comprehensive rewrite projects where a community's zoning ordinance was completely rewritten.

**Professional Fees and Billings.** We propose serving Thornapple Township on an hourly reimbursable basis, with total fees for the audit not to exceed \$2,250, including one meeting with the Planning Commission to review the audit's findings. For reference, our 2022 hourly billing rates are as follows:

<u>Staff Member</u>	<u>Hourly Rate</u>
Mehmed (Project Planner)	\$105

We will be happy to discuss this proposal further should you have questions. If this proposal is acceptable to you, please indicate your acceptance by signing in the box below, which will amend our existing professional services agreement to incorporate the terms of this proposal.

Andy Moore, AICP is an Executive with the firm and the Planning Group Lead, and is authorized to commit the firm to the terms of this proposal

Thank you again for thinking of the planners at Williams & Works to assist you with this assignment. We are enjoying working with Thornapple Township, and look forward to continuing our professional relationship. If you have any questions about our services or our proposed arrangement, please feel free to contact us at any time.

Sincerely,

**Williams & Works, Inc.**

(via email)

Nathan Mehmed, AICP  
Senior Planner + Project Manager

c: Andy Moore, AICP

<b><i>Accepted for Thornapple Township</i></b>	
Signed	_____
Name	_____
Title	_____
Date	_____

# Thornapple Township Master Plan Implementation Schedule

## 1. ZONING ORDINANCE

	<u>Start Date</u>	<u>Finish Date</u>	<u>Committee Responsible</u>	<u>Notes</u>
1. Add zoning districts in the text that reflect and implement the Joint Planning Area future land use element.	Complete	Complete		
2. Require private road connectivity when possible.	2022		Planning Commission as a whole	Recommend PC review as a whole
3. Address design, construction, inspection and operation of private common wastewater collection and treatment systems and private common water supply and distribution systems.	2023			
4. Continue to review and introduce amendments to the zoning ordinance that ensure compliance with the Michigan Zoning Enabling Act [110 PA 2007, as amended].	On-going			
5. Address the sign ordinance within the Joint Planning Area so that it more closely aligns with the Village sign ordinance as applied within the Joint Planning Area.	2022	2022	Ordinance Committee w/ possible assistance from Williams and Works	
6. Revisit Open Space Residential Development [OSRD] regulations to make sure they properly reflect new zoning districts and the future land use plan.	2022	2022	Ordinance Committee w/ possible assistance from Williams and Works	
7. Regulations addressing lands with shoreline on the Thornapple River regarding setbacks, soil disturbance and tree clearing.	2022	2022	Ordinance Committee w/ possible assistance from Williams and Works	

8. Review Wellhead Protection Overlay District for consistency with the Master Plan.	2022	2022	Ordinance Committee w/ possible assistance from Williams and Works	
9. Regulations related to the protection of wetlands, including, but not limited to: setbacks, buffer strips, clearing limitations, discharge limitations, and native plantings.	2022		Planning Commission as a whole	Recommend PC review as a whole
10. Develop Capital Improvement Plan for Township facilities.	2022	2022	Set up joint committee with Board of Trustees	
11. Other topics the Planning Commission deems necessary to implement provisions of the Master Plan.	On-going			

## 2. Growth Management in the Middleville-Thornapple Joint Planning Area

<u>Start Date</u>	<u>Finish Date</u>	<u>Committee Responsible</u>	<u>Notes</u>
1. - 12. Joint Planning Items completed with JPA in 2020. Thornapple Township should review JPA planning processes on an ongoing basis	Completed		

## 3. Subdivision and Site Condominium Control Ordinance

<u>Start Date</u>	<u>Finish Date</u>	<u>Committee Responsible</u>	<u>Notes</u>
1. This ordinance would replace existing zoning ordinance provisions. The objective is to put subdivisions under the Land Division Act and site condominiums under the Condominium Act on equal footing. This Ordinance would include common standards for site improvements, limits on cul-de-sac length, connectivity requirements between properties, land developments, and related standards.	2022	2022	Ordinance Committee w/ possible assistance from Williams and Works

#### 4. Storm Water Management Standards

<u>Start Date</u>	<u>Finish Date</u>	<u>Committee Responsible</u>	<u>Notes</u>
<p>1. Enacted under general ordinance authority, this ordinance would implement Chapter 4 of the plan by creating socalled "best management practices" and apply to land development within those portions of the Township that are not served by an established public county drainage district. The ordinance would include storm drainage design standards, storm event frequency, preferences for on-site stormwater filtration and retention, groundwater recharge and landscape requirements for permanent water features or basins that are part of the site storm water management facilities.</p>			
2022	2022	Ordinance Committee with consultation with Williams and Works	

#### 5. Township Capital Improvements Program

<u>Start Date</u>	<u>Finish Date</u>	<u>Committee Responsible</u>	<u>Notes</u>
<p>Public infrastructure investments by the Township directly impact physical development. It is the intent of the Planning Commission, working with the Board of Trustees, to maintain a public capital improvements program.</p>			
See #1(10) above	2022	Set up joint committee with Board of Trustees	



6. Master Plan Maintenance

<u>Start Date</u>	<u>Finish Date</u>	<u>Committee Responsible</u>	<u>Notes</u>
2024	2025	Master Plan Committee	The Planning Commission may consider updating the Master Plan sooner to reflect most recent census
Following enactment of the 2020-2025 Master plan for Thornapple Township, the Planning Commission will periodically undertake full evaluation of content and relevancy of the Plan. Consistent with the Michigan Planning Enabling Act, the Planning Commission will conduct full review of the Master Plan not less than every five years.			

# TOWNSHIP of THORNAPPLE

Eric Schaefer, *Supervisor* / Cindy Willshire, *Clerk* / Debra K. Buckowing, *Treasurer*  
Ross DeMaagd, *Trustee* / Kim Selleck, *Trustee* / Curt Campbell, *Trustee* / Sandy Rairigh, *Trustee*



Phone 269-795-7202 \* Fax 269-795-8812 \* 200 E Main St.,  
PO Box 459, Middleville MI 49333 \* [www.thornapple-twp.org](http://www.thornapple-twp.org)

**March 25, 2022**

## MEMORANDUM

**To: Planning Commission**  
**From: Catherine Getty**  
**RE: Zoning Administrator Report**

PERMIT NO.	Address	Parcel Number	Type of Installation	APPROVED / DENIED
				DATE
2022-18	12915 Windy Ridge Dr.	08-14-007-002-95	Addition to Acc. Bldg.	3-28-22
2022-19	6754 Stimson Rd.	08-14-010-007-00	Demo existing house Remodel Acc. Bldg. in to dwelling	5-9-2022
2022-20	7150 Moe Rd.	08-14-001-013-20	Deck	4-13-22
2022-21	10211 Garbow Rd.	08-14-016-004-60	Residential Addition	3-30-22
2022-22	8855 Parmalee Rd	08-14-002-001-00	Acc. Bldg. Relocated and New Dwelling	04-20-22
2022-23	7394 Garbow Rd	08-14-012-004-40	Acc. Bldg. SU#154	04-14-22
2022-24	5010 Whitneyville	08-14-014-023-25	Lean to	04-18-22
2022-25	6591 Noffke Dr	08-14-080-001-00	New Dwelling	04-19-22
2022-26	5570 Ravine Dr	08-14-160-052-00	Greenhouse	04-28-22
2022-27	6580 N Noffke	08-14-085-001-00	Acc. Bldg.	Pending
2022-28	6455 Duncan Lake	08-14-007-008-30	Acc. Bldg.	5-12-22
2022-29	6600 Moe Rd.	08-14-012-007-60	Acc. Bldg.	5-16-22
2022-30	2720 Valley Ridge Dr.	08-14-032-017-52	New Dwelling	5-17-22



# CODE ENFORCEMENT

## THORNAPPLE TOWNSHIP

### Code Enforcement Activity

April 2022

Comp #	Date	Address	Complaint/Violation	Picture	Status
21-0009	03/05/2021	4714 N. Redbud Ct.	Shed/No Permit	Yes	Active
21-0027	07/13/2021	7724 Moe Rd.	Cell Tower/No Permit	Yes	Active
21-0028	07/13/2021	7220 Robertson Rd.	Cell Tower/No Permit	Yes	Active
21-0030	07/15/2021	11998 Green Lake Rd.	Contractor Yard/No Permit	Yes	Active
21-0031	07/15/2021	7603 Loop Rd.	Accumulation of Trash/Junk	Yes	Active
21-0039	12/22/2021	11640 Davis Rd.	Land Alteration/Excavation	Yes	Closed
21-0040	12/22/2021	11433 Ridge Point Dr.	Structure Addition to Existing Acc. Bldg.	Yes	Closed
22-0001	01/11/2022	11028 Prairie Ridge Dr.	Parking Complaint	No	Closed
22-0002	03/07/2022	6754 Stimson Rd.	Demolition/New Construction. No Permit	Yes	Closed
22-0003	03/08/2022	7065 Oak Creek Dr.	Outdoor Furnace/ No Permit	Yes	Active
22-0004	03/15/2022	7545 Whitneyville Rd.	Junk Cars/Automotive Parts	Yes	Closed
22-0005	03/15/2022	7101 Loop Rd.	Accumulation of Trash	Yes	Active
22-0006	03/17/2022	12300 Blk. of Gackler Rd.	Report of Dumping Trash	No	Unfounded
22-0007	03/19-2022	8855 Parmalee Rd.	Construction/No Permit	No	Closed
22-0008	04/03/2022	11900 Garbow Rd.	Construction/No Permit	No	Unfounded
22-0009	04/21/2022	5106 Harvest Dr.	Construction/No Permit (Pole barn Placement)	Yes	Active

<b>Comp #</b>	<b>Date</b>	<b>Address</b>	<b>Complaint/Violation</b>	<b>Picture</b>	<b>Status</b>
<b>22-0010</b>	04/21/2022	11450 Finkbeiner Rd.	Inoperable Vehicles/Junk/Trash	Yes	Active
<b>CL</b>	Closed				
<b>AC</b>	Active				
<b>UNF</b>	Unfounded				
<b>Pic</b>	Picture				
<b>Y</b>	Yes				
<b>N</b>	No				



8555 Kalamazoo Ave., SE  
Caledonia, MI 49316

[www.gainestownship.org](http://www.gainestownship.org)

Phone: 616-698-6640  
Fax: 616-698-2490

April 18, 2022

Thomas Kilgore  
Thornapple Township Planning Commission  
200 E. Main Street, PO Box 459  
Middleville, MI 49333

Dear Mr. Kilgore,

This letter is to inform you that in accordance with M.C.L. 125.3801 *et seq.*, the Michigan Planning Enabling Act (P.A. 33 of 2008 as amended) Gaines Charter Township, Kent County, Michigan is beginning the process of updating its Master Plan. The purpose of this letter is to notify contiguous municipalities of the Township's "Intent to Plan".

Gaines Charter Township welcomes your participation and comments during the process and on the proposed Master Plan update when it becomes available. Draft and final plans will be posted on the Gaines Charter Township website. A notification of the posting of both the draft and final plans will be sent to your community by electronic mail. If your community wishes to receive a copy of the draft and final documents other than by electronic notification, please let the Township know by sending us a formal request.

Please note that this is the second letter of intent sent to your organization. The Gaines Charter Township Planning & Zoning Department mailed letters of intent during the Master Plan update in 2019, which was delayed due to COVID-19. Please accept this updated letter of intent for our Master Plan update.

You may contact Gaines Charter Township at:

Planning & Zoning Department  
Gaines Charter Township  
8555 Kalamazoo Avenue SE  
Caledonia, MI 49316

Telephone: 616-698-6640

Email: Dan Wells, Community Development Director, at [dan.wells@gainestownship.org](mailto:dan.wells@gainestownship.org) or Natalie Davenport, Assistant Planner, at [natalie.davenport@gainestownship.org](mailto:natalie.davenport@gainestownship.org).

Sincerely,

  
Lani Thomas, Secretary  
Gaines Charter Township  
Planning Commission