

THESE MINUTES ARE SUBJECT TO FORMAL APPROVAL BY THE WYOMING  
PLANNING COMMISSION AT ITS REGULAR MEETING OF JUNE 20, 2023

PLANNING COMMISSION  
MEETING MINUTES OF MAY 16, 2023  
CITY COUNCIL CHAMBERS  
CITY OF WYOMING, MICHIGAN

MEMBERS PRESENT: Hall, Lamer, Micele, Randall, Smart, VanDuren, Weller, Zapata

MEMBERS ABSENT: Gilreath-Watts

STAFF PRESENT: Hofert, Director of Community & Economic Development  
Smith, Assistant Director of Community and Economic  
Development  
Meagher, Planner II  
Dent, Recording Secretary

CALL TO ORDER

Chair Micele called the meeting to order at 7:00 PM.

A motion was made by Randall, supported by Weller, to excuse Gilreath-Watts.

APPROVAL OF MINUTES

The minutes of April 18, 2023 were approved to stand as read.

APPROVAL OF AGENDA

The agenda was approved to stand as read.

PUBLIC COMMENT ON NON-PUBLIC HEARING AGENDA ITEMS

Micele opened the public comment period for non-public hearing agenda items at 7:00 PM.

There was no public comment and the public hearing was closed.

AGENDA ITEM NO. 1

Request to approve a special use repair facility for trucks exceeding 5,500 pounds in weight at 2151 Beverly Avenue SW (Section 10) (Utility Supply and Construction, and TCS Land Management LLC) (Includes site plan approval).

Meagher explained that the site is currently zoned I-1 Light Industrial and outlined the various uses of the surrounding land. The site currently has two existing buildings and was formerly used as a truck terminal.

Meagher shared that the applicant, Utility Supply and Construction, is proposing to use the existing site for two separate branches of their corporate holding company. Crossroads mobile is proposing to perform maintenance services on heavy vehicles, such as trailers, bucket trucks, and dozers. Hydaker-Wheatlake Company is proposing to store fleet maintenance vehicles used to support work performed by utility companies, such as DTE and Consumers Energy. Meagher said that the site will be in operation Monday-Friday from 7:00am to 5:00pm with occasional Saturday work. It is expected that the maximum number of employees working at the site will be 42. Meagher said the existing buildings on site would be utilized for repair services, and some outdoor storage of equipment used for utility services would be utilized to the north and northwest of the existing 21,785 square foot building.

Meagher told the Commissioners that the existing buildings will be utilized for the proposed operations. No exterior additions are proposed for either building. The applicant is proposing a 65,000 square foot concrete parking lot with 64 new spaces for fleet vehicles to be stored. The lot is proposed to be located north of the existing 21,785 square foot building. He said that the project will also include additional stormwater improvements, including a detention basin, spill containment cell, and storm sewer. All proposed outdoor storage is buffered with existing natural vegetation on the site. The overall site is further buffered from other nearby properties as it is nestled between Battjes Park to the north and a railroad easement along the west and southern property lines. The site does not have street frontage and can be accessed off of a shared drive at 1957 Beverly Avenue SW.

Meagher explained that two separate actions are required. The first is regarding the special approval request and the second relates to review of the site plan. Two sets of standards are, therefore, applicable and are addressed as follows:

Section 90-507(3) establishes general review standards for special approval uses:

*(a) The possible substantial and permanent adverse effect on neighboring property.*

The proposed use is not expected to cause any adverse impact on the neighboring properties. The proposed use is located in an industrial district, and all proposed repair work will be held indoors. The site is also buffered by existing natural vegetation on site, along with Battjes Park to the north, and an existing railroad easement.

*(b) The consistency with the spirit, purpose and intent of this chapter.*

The proposed use would be consistent with the overall purpose of the zoning ordinance, as stated in Section 90-101.

- (c) *The possible adverse effect upon traffic as related to the streets, churches, schools and any buildings within the immediate area.*

The proposed use is not expected to significantly impact traffic flows. This was confirmed by the City's Engineering Department.

- (d) *The tendency of the proposed use to create any type of blight within the immediate area.*

It is unlikely that the proposed use will create blight within the immediate area. All repair work will be held indoors, and outdoor storage will be screened from neighboring properties.

- (e) *The economic feasibility for the area.*

The proposed use is economically feasible for the area.

- (f) *Any other factor as may relate to the public health, safety and welfare for persons and property.*

The addition of the proposed use is not expected to cause a negative public health effect on the surrounding area.

- (g) *That all other provisions of this chapter are met for the proposed use.*

There are no additional provisions that need to be met for the proposed use.

Section 90-505 specifies the standards to apply to site plan review:

- (1) *Adequacy of information. The site plan shall include all required information in sufficiently complete and understandable form to provide an accurate description of the proposed use(s) and structure(s).*

The site plan contains an appropriate amount of detail to sufficiently understand the proposed development.

- (2) *Buildings. Buildings and structures shall meet the minimum dimensional requirements of this article. Redevelopment of nonconforming structures shall bring the site into closer conformity to the extent deemed practical by the review authority. Expansions to nonconforming buildings shall be as provided for in section 90-903.*

The plan meets the minimum dimensional requirements.

- (3) *Privacy. The site design shall provide reasonable visual and sound privacy for dwelling units located adjacent to the site. Walls, berms, barriers and landscaping shall be used, as appropriate, for the protection and enhancement of property and the privacy of adjacent uses.*

The plan meets minimum requirements. The site is screened from adjacent properties by existing natural features.

- (4) *Preservation of natural areas. The landscape shall be preserved in its natural state, insofar*

*as practicable, by strategic building placement, minimizing tree and soil removal, alteration to the natural drainage courses, and the amount of cutting, filling and grading. Insofar as practical, natural features and the site topography shall be incorporated into the proposed site design.*

Existing natural features will not be affected.

- (5) *Drainage. Stormwater management system and facilities shall preserve natural drainage characteristics and enhance the aesthetics of the site to the maximum extent possible, and shall not substantially reduce or increase the natural retention or storage capacity of any wetland, water body, or watercourse, or cause alterations which could increase flooding or water pollution on or off the site.*

The applicant will continue to work with the City's Engineering Department to ensure that all drainage measures are addressed.

- (6) *Soil erosion. Measures are included to prevent soil erosion and sedimentation.*

The applicant will continue to work with the City's Engineering Department to ensure that all SESC measures are addressed.

- (7) *Ingress and egress. Every structure and dwelling unit shall be provided with adequate means of ingress and egress via public streets and walkways. Access to the site shall be located and designed to ensure minimal impact on the safety and efficiency of traffic flow along all adjoining roadways. All access points shall comply with the access management requirements of section 90-603.*

Adequate ingress and egress are provided.

- (8) *Emergency vehicle access. All buildings and site circulation shall be arranged to permit emergency vehicle access by practicable means to all buildings and areas of the site.*

Adequate circulation and emergency vehicle access are provided.

- (9) *Vehicular circulation layout. The arrangement of public or common ways for vehicular and pedestrian circulation shall respect the pattern of existing or planned streets and pedestrian pathways in the area. Public streets adjacent or through the proposed development shall be required when it is essential to promoting and protecting public health, safety and general welfare and to provide continuity to the public road system.*

No new internal streets are proposed. The circulation pattern is sufficient for access.

- (10) *Pedestrian circulation. The site plan shall provide a pedestrian circulation system which is insulated as completely as is reasonably possible from the vehicular circulation system.*

The site provides limited pedestrian circulation.

- (11) *Traffic impact. The expected volume of traffic to be generated by the proposed use shall not adversely affect existing roads and traffic patterns. Roadway access shall minimize excessive vehicle traffic on local residential streets to reduce the possibility of any adverse*

*effects upon adjacent property. Projects expected to have 50 or more peak hour directional trips or 500 or more vehicle trips daily shall provide a traffic impact study, as outlined in subsection 90-504(3), above.*

The proposed use is not expected to have an adverse effect upon existing roads and traffic patterns. This was confirmed by the City's Engineering Department.

- (12) *Public services. The scale and design of the proposed development shall facilitate the adequate provision of services currently furnished by or that may be required of the city or other public agency including, but not limited to, fire and police protection, stormwater management, sanitary sewage removal and treatment, traffic control and administrative services.*

The proposed development can be served by public services and utilities.

- (13) *Site redevelopment. Redevelopment of existing sites shall conform to the site improvement provisions of this article to the extent deemed practical by the reviewing authority. The extent of upgrade to site improvements shall be relative to and proportionate with the extent of redevelopment or expansion in accordance with the nonconforming site requirements of section 90-903.*

All site redevelopment standards will be met.

Meagher stated that the City's Master Plan, Wyoming [re] Imagined was adopted in 2021. The future land use map identifies the site to be planned for "Industrial", which calls for a collection of light and heavy industrial uses. The proposed repair facility would align with this industrial vision.

**Sustainability:** The advancement and promotion, with equal priority, of environmental quality, economic strength, and social equity so that a stable and vibrant community can be assured for current and future generations.

Meagher said that the proposed project supports reinvestment in the community through the proposed improvements to the existing site and contributes to the City's economic strength and social equity. Overall, the proposed use conforms with the City of Wyoming Sustainability Principles.

Meagher explained that the Development Review Team recommends the Planning Commission grant special use approval for the proposed repair facility for trucks weighing more than 5,500 lbs at 2151 Beverly Avenue SW, and in a separate motion, grant site plan approval subject to conditions 1-10 below:

- 1.) A landscape plan must be provided. This must include new landscaping in accordance with Zoning Code Sec. 90-328(2).
- 2.) Address the following regarding SESC:

- A. Site is within 500 feet of a lake, so a soil erosion permit through the Kent County Road Commission may be required. Verify with the county.
  - B. Install blanket or equal in the flowline of the proposed swale.
  - C. Install riprap, erosion control blanket, or equal on the basin slope downstream of the swale.
  - D. Specify the blanket proposed for the 2:1 slope near the detention basin.
  - E. Include the following comment:  
The detention/retention basin will be the first item of construction. The basin will be graded, topsoiled, seeded, and stabilized before proceeding onto other items.
- 3.) Address the following regarding the detention basins:
- A. Where in the LGROW spreadsheet is a required flood control volume of 135,188 cubic feet calculated?
  - B. Flood control elevation of 624.64 is too high.
  - C. At a water depth of 1.75 feet, water would flow through both orifices in the cap. Channel protection flow calculations only account for the 1-inch orifice.
  - D. Flow through the 1-inch channel protection orifice must also be included in the flood control calculations.
  - E. Install the outlet pipe between the two detention basins further south to increase the flow distance between the inlet and outlet for both basins.
- 4.) Slightly revise parking lot grading to ensure runoff will all flow toward the basin.
- 5.) After construction is complete, the following will be required:
- A. As-built plans detailing the new stormwater system. Provide grade shots and structure dimensions and inverts.
  - B. A professional engineer's certification that the stormwater system was constructed as designed.
  - C. A stormwater maintenance agreement signed by the property owner. Provide a maintenance agreement draft for site plan approval.
- Engineer's certification and maintenance agreement templates are available at the following link: <https://www.wyomingmi.gov/About-Wyoming/City-Departments/Public-Works/Engineering/Construction-Requirements>
- 6.) Plans must be stamped by a professional engineer.
- 7.) Fire access lane must be 20 feet wide on north, south, and west side of the main building, and north side of the accessory building. These fire lanes must be maintained.
- 8.) Applicant must provide Knox entry systems on building and gates.

9.) Applicant must meet all fire codes through full plan review.

10.) Applicant must provide address on building and at the driveway access on Beverly Avenue per City ordinance.

Meagher noted that staff received one comment from the public concerning noise.

Micele opened the public hearing at 7:08 PM. There was no public comment and the public hearing was closed.

Brett Wheatlake, 587 Broman St, Sparta, MI- gave the commissioner's background information saying that there are 5 companies under their parent company Utility Supply and Construction. The business focuses mainly in the utility industry like the underground gas network as well as overhead electrical transmission lines. He said that the business is based out of Reed City, Michigan and they are looking forward to expanding the business and working in the Wyoming area.

Todd Strain, 2151 Beverly Ave, is the current property owner and represents Strain Electric Company. He said that his business has been at this site since 2010 and gave some background information on the company. He said Strain Electric has moved out of the site and he thinks this company should fit well since they do the same type of work.

Brett Wheatlake, spoke again saying that he is looking forward to working in Wyoming.

A motion was made by Weller, supported by Smart, to grant special use approval for the proposed repair facility for trucks weighing more than 5,500 lbs at 2151 Beverly Avenue SW.

Lamer said that he noticed that there was a lot of gravel on site and wondered if it gets dusty.

Strain said that he lays down chloride every year to cut down on the dust.

A vote on the motion passed unanimously.

A motion was made by Zapata, supported by Lamer, to grant site plan approval subject to conditions 1-10.

A vote on the motion passed unanimously.

## AGENDA ITEM NO. 2

Request for preliminary plat- tentative approval at 4475 56<sup>th</sup> Street SW (Section 31) (Buffum Homes LLC).

Meagher explained that the site is currently zoned ER Estate Residential and outlined the various uses of the surrounding land.

Meagher said that the applicant is requesting to develop a vacant 9.96 acre residential parcel into a new residential subdivision. The site will include 25 new single-family lots that will be served by public utilities and two public service roads. He said that one of the newly proposed roads will connect onto the existing Case Drive, providing more efficient access to and from 56<sup>th</sup> Street for the residential neighborhoods to the north.

Meagher explained that the platting of property is a three-step review by both the Planning Commission and City Council. The first step is Preliminary Plat – Tentative Approval which authorizes the basic lot sizes, orientation, and street layout with preliminary engineering. This phase is reviewed by the City’s Planning Commission, who then provides a recommendation to City Council for a decision.

The second step is Preliminary Plat – Final Approval, which provides full engineering detail for the construction of the plat. This step is only reviewed by City Council.

The third step is Final Plat Approval, which generally occurs after the plat is completed with the City accepting the development. This step is only reviewed by City Council.

The proposed lots have been developed to R-1 zoning standards. Minimum dimensional requirements for the R-1 District are:

	<b>Required</b>	<b>Provided</b>
Lot Area	10,000 sf	11,021 sf – 27,268 sf
Lot Width	75 ft.	75 ft.
Front Setback	35 ft.	35 ft.
Rear Setback	35 ft.	35 ft.
Side Setback (each)	8 ft.	8 ft.
Side Setback (total)	20 ft.	20 ft.

**Sustainability:** The advancement and promotion, with equal priority, of environmental quality, economic strength, and social equity so that a stable and vibrant community can be assured for current and future generations.

Meagher stated that the proposed development will supply single family homes to the Wyoming housing market, helping to ensure a diverse housing stock in the community.

Meagher said that the Development Review Team recommends the Planning Commission grant Preliminary Plat- Tentative Approval for Kingsfield Estates at 4475 56<sup>th</sup> Street SW and recommends the same to the City Council subject to conditions 1-28 below:



- 1.) Developer must show locations of proposed mailbox clusters.
- 2.) Developer must provide a copy of the restrictive covenant document to the City's Planning Department once finalized.
- 3.) Storm sewer shall primarily be within the street and right-of-way. Minimize (or eliminate) parallel storm sewers and rear yard storm sewers.
- 4.) City will maintain one segment of storm sewer to drain rear yard drains. All other segments are not maintained by the City.
- 5.) Storm system shall be designed to function according to City of Wyoming stormwater masterplan. Review proposed routes with Stormwater Engineer.
- 6.) Submit the LFGROW spreadsheet detailing site water quality, channel protection, and flood control requirements.
- 7.) Provide map of sub-catchment areas.
- 8.) Provide a table summarizing sub-catchment drainage and storm sewer capacity calculations.
- 9.) Provide calculations for detention basin sizing and outlet dimensions.
- 10.) Identify 100-year flood stormwater routes and provide easements for such.
- 11.) Maintain at least the minimum rear yard setbacks on all parcels adjacent to ponds. Measurement is from high water elevation.
- 12.) Clarify if development is a Site Condo or Plat. Site Condo not allowed.
- 13.) All ADA ramps shall be built with construction of the plat.
- 14.) Provide construction plans per City of Wyoming and EGLE requirements.
- 15.) Sanitary sewer connection shall use the existing 8 inch lateral to parcel (from 10 inch sanitary sewer).
- 16.) Clarify wording of Item 9. "as constructed by ~~developer~~"? Should this say "builder or homeowner from the plans approved by..."
- 17.) Clarify wording and intent of Item 12.

- 18.) Item 27 refers to paragraph 30g when it appears it should be 28e.
- 19.) Item 28 a. refers to overland flood swales through yards \_\_\_\_\_. Identify these now and provide easements for overland flood swales.
- 20.) Item 28 a. & c. missing Exhibit B.
- 21.) Item 28 d. Easements Labeled as “Floodway” .... Identify floodway easements.
- 22.) Item 28 d. Easements labeled as “Drainage” refers to approval being needed from Kent County Drain Commission. This is not typical in the City of Wyoming.
- 23.) Item 28 d. Easements Labeled as “Storm Sewer” refers to fences requiring removal or other maintenance needed from Kent County Drain Commission. This is not typical in the City of Wyoming.
- 24.) Item 28 e. Minimum building opening elevations
  - A. Missing information for lots 13-25
  - B. Shows MOE in the 738 to 744 range. Contours show elevations of 686 to 692. Clarify information.
  - C. Requires Grading plan.
- 25.) Item 29. These restrictions run for 25 years and will terminate unless two-thirds of the lot owners vote to reapprove restrictions. Please clarify intent - must vote to reapprove/extend restrictions vs. vote to abolish restrictions. Clarify who administers the vote.
- 26.) Must meet all fire codes through full plan review if applicable.
- 27.) Addressing must comply with direction of Drive (N/S and E/W).
- 28.) The proposed development requires the determination of new parcel numbers and addresses before the Inspections Department will issue permits. Once the plat has received Preliminary Plat – Final Approval, email it to Amber Wiersma at [wiersmaa@wyomingmi.gov](mailto:wiersmaa@wyomingmi.gov) to initiate the addressing process. The Assessor’s Office will issue addresses only after the plat has received Final Plat Approval from City Council. New parcel numbers will be issued by the county after they receive the plat from the state.

Micele opened the public hearing at 7:22 PM.

Jeff Murray, 4375 56<sup>th</sup> St SW, is concerned about the sizes of the lots since most of the houses in the area are over 2 acres. He is concerned about the drainage since recently there was about 6” of

water in his backyard and spoke about the existing drainage ponds on site. He is worried about the school buses being able to navigate in the cul-de-sac.

Char Uken, 4387 56<sup>th</sup> St. SW, Wyoming, addressed the board saying that she thinks the lots are too small and the traffic is also a concern because there will be more access to 56<sup>th</sup> from Case Dr. She wanted to know if there would be any greenspace for the kids to play.

Keith Baumgartner, 5495 Case Dr. SW, spoke and said his home is the last home on Case Drive and is concerned about the thru traffic and the presence of kids in the street. He said green space would be a valuable addition.

Jeff Murray, 4375 56<sup>th</sup> St SW, spoke again and asked if there was a plan to install sidewalks.

Micele closed public hearing at 7:29 PM.

Adam Feenstra, Feenstra & Associates, said that he is excited to bring another subdivision into the City of Wyoming. He said that he has had a lot of conversations with the drain commission and the city's engineering department about drainage. He spoke about how the street was engineered to prevent and slow down thru traffic. He spoke about working with a neighboring property to get a drainage easement but was unable to an agreement so the design is to outlet the drainage detention pond into 56<sup>th</sup> St. Due to the sizing of the storm sewer, the outlet will disperse at a slower rate per the specifications and will drain to the south, not to the two ponds to the east. This alleviates concerns because the drainage won't be added to the existing ponds. He said that the lots are a minimum of 85ft instead of 75ft to accommodate a larger house. He noted that there will be sidewalks per city standards and the cul-de-sac design is set by the city's Engineering department.

A motion was made by Hall, supported by Randall, to grant Preliminary Plat-Tentative Approval for Kingsfield Estates at 4475 56<sup>th</sup> Street SW and recommends the same to the City Council subject to conditions 1-28.

Weller commented on the number of conditions.

There was general conversation regarding sidewalk requirements and streetlights and how those standards are set by the city's Engineering department.

Hofert confirmed that streetlights are required in Wyoming.

Weller asked about the cluster mailboxes and how it could be inconvenient.

Hofert said that the United States Post Office now requires cluster mailboxes in all new developments.

Weller asked about the traffic on 56<sup>th</sup> St. and if there would be a bypass lane.

Hofert said that recent traffic studies have confirmed that 56<sup>th</sup> St. is operating at an optimal level and has more capacity available for more cars. In the future, for a bypass or turning lane, a new traffic study would have to indicate that there was a need for another lane.

There was conversation about where the water would go if the detention ponds were to overflow.

Smart asked about the estimated average value of the proposed homes.

Feenstra said that Buffum Homes will be building the homes and, based on current construction prices, he estimates the costs to be around \$400,000 to \$500,000 and 1500-1800 sq ft.

Weller asked where lots 6 & 7 would drain.

Feenstra said that they would provide storm laterals to collect roof runoff.

Micele asked staff if this area is in a 100-year floodplain.

Meagher confirmed that it is not in a floodplain.

Smart asked about the overflow to 56<sup>th</sup> St. and if he understands correctly there are no gutters in that area. Smart wants to know where the water would go if there was a flood.

Hofert said that there are no gutters in that section of 56<sup>th</sup> St. and said that it is not uncommon to have an overflow to streets and to allow natural drainage courses to take it to the nearest outlet.

Smart wanted to know if the water would affect other properties to the East and West.

Meagher said that the water drains to a basin south of the Del-Mar property so it is unlikely that the properties to the East and West would be affected.

Hofert said that a flow pattern would hit at the pond adjacent to Del-mar and the engineering department did look at the adjacent properties and is not anticipating any issues. She said that since this is the first step in the platting process, we are looking at the basic design and location of the lots. There are a lot of conditions listed because this is the preliminary step in the process, in the second stage of platting the engineer will refine their numbers since there is much more scrutiny.

Weller said that there is a drainage easement near lot 17 and said that it could be a good play area for kids.

A vote on the motion passed unanimously.

OLD BUSINESS

NEW BUSINESS

INFORMATIONAL

Learning & Growth

VanDuren introduced Estelle Sloomaker from the City's Tree Commission. Sloomaker spoke to the board and said that she is joined with Lauren Davis, who is a volunteer consulting arborist. She said one of the goals of the Commission was to establish the City as Tree City USA. Sloomaker and Davis presented the benefits of trees.

PUBLIC COMMENT

Michele opened the public hearing at 8:02 PM.

Adam Feenstra, 2493 Oakview St, Wyoming, spoke to the board to voice his frustration about the timing of the traffic lights between 52<sup>nd</sup> and 64<sup>th</sup> St. on Byron Center. He said he understands that it could be tough, but he thinks Wyoming could do a better job of timing the lights on that stretch of Byron Center Ave.

Hofert introduced Cate Carlberg, the new Planner I in the Community & Economic Development Department.

Cate introduced herself and gave the commissioners some background information about herself.

Michele closed the public hearing at 8:05 PM.

There was general conversation among the commissioners and staff.

ADJOURNMENT

The meeting was adjourned at 8:10 PM.

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Audrey Zapata, Secretary  
Wyoming Planning Commission

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Ashley Dent, Recording Secretary  
Wyoming Planning Commission