

Salem Township Planning Commission

Minutes, June 3, 2021

Call to Order, Pledge of Allegiance – 7 pm

Roll call of members – Present – Striegle, Coupe, Pitsch, Myers, Berend, Wagner, Oosterink

Recognition of Visitors – Kirk Scharphorn Jr from PCI

Approval of the May, 2021 minutes – motion by Coupe, seconded by Striegle – Motion carried.

Comments from the Public – none

Approval of the Agenda for the Meeting – motion by Wagner, seconded by Berens – Motion carried.

Inquiry of Conflict of Interest – none noted

New Business

Public Hearing – Special Use Permit – Noteboom, home occupation. Open at 7:02 pm

Introduction by Scharphorn (PCI) – applicant wishes to establish a massage parlor by wife who is a licensed masseuse in outbuilding on property where they live. Building is currently built but not finished on the inside. They will have 1 employee, 3 rooms. beds for massage services. Hours will be 10 am to 10 pm. Motion to close public hearing by Oosterink, seconded by Coupe – motion carried 7:06 pm.

Planning Commission discussion - Pitsch questioned parking - Mr Notebbom said he plans on a second driveway 3 or 4 parking places, not sure about surface and has not yet contacted Road Commission. PC consensus was that 5 parking places plus 1 ADA parking place would be needed.

The ADA parking place and entryway to building must be solid surfaces and the remainder of the parking as well as the driveway must be either crushed concrete or crushed asphalt. Mr. Noteboom does plan on water use and rest rooms but has not contacted Health Department. Health Department will cover well and septic concerns. It was consensus of Planning Commission that any masseuse working at Mr. Noteboom's facility must be legally licensed. Lighting was discussed and it was noted that there are no houses nearby to the west of the building. It was consensus that adequate lighting must exist on the parking/entry side of the building with particulars per PCI. There are trees planted by Mr. Noteboom along the west property line as a screen. It was agreed that these evergreens must be maintained as a screen. The number of employees is limited to owner (Mr. Notebbom's wife) and 1 other employee. Any sign must be by permits and meet standards in Ordinance.

Findings of Fact – 15.03

- a. Complies – appear not to be impacted**
- b. Complies – water and sewer will be done with Health Department, 142nd is Class A road**
- c. Complies – home owner permits will cover costs**
- d. Complies – small operation**
- e. Complies – home based**
- f. Complies – remains residential**

Type II Occupation

- 1. Complies – limited hours and employees**
- 2. Complies – still residential**
- 3. Complies – small business**
- 4. Complies – down directed lighting and screening**
- 5. Complies – limited employees and limited to 1 building**

Motion to approve with conditions (ten) as follows:

1. Hours of operation – 10 am to 10 pm
2. 5 parking places plus one ADA parking place
3. ADA parking space and entry to building must be solid surface; other 5 parking and drive must be crushed concrete or crushed asphalt
4. Parking lot and entry lighting per PCI
5. Health Department approval for well and septic
6. Road Commission approval for second driveway
7. Any masseuse must hold current valid license
8. Number of employees – 2 (owner and 1 additional)
9. Signage must be by permit and meet standards in Ordinance
10. Existing evergreen screen on west property line must be maintained

By Coupe, seconded by Berens – Motion Carried.

Public Hearing – Special Use Permit – DeGlopper – second dwelling on parcel, amendment

Public Hearing opened at 7:50 – applicant already approved for temporary accessory dwelling for disabled daughter. Amendment is to allow aunt who is also disabled to live with daughter. Motion to close Public Hearing by Coupe, seconded by Wagner. Motion carried. 7:55 pm.

Motion by Striegle, seconded by Coupe to approve amended conditions as follows: annual inspection with Zoning Administrator, expires upon tenant 1 (Samantha Miller) moving out, and tenant 1 can have one roommate. Motion carried.

Old Business

Discussion of current/future private road standards – postponed to next meeting

Correspondence received – none

Reports and Comments

Township Board by Striegle – budget planning in progress, bonus approved for retiring librarian, speed study for 27th St not approved, cemetery lot price raised from \$300 to \$900, and looking for engineer to update parks plan, improvements

PCI – Letter sent to Lowe Mine regarding various issues

Other/Roundtable

Wagner who is also assessor inquired whether or not we can fine those who build buildings without permits – Yest but it is up to the Township Board.

NEXT MEETING – JULY 8

Adjournment – Motion by Coupe, seconded by Wagner – Motion carried. 8:27 pm