Pursuant to SB 1008, the Village of Spring Lake will conduct its business virtually to mitigate the spread of COVID-19

1. **CALL TO ORDER**

   Chairman Bohnhoff called the meeting to order at 7:01 p.m.

2. **ROLL CALL**

   Present: Bohnhoff, Drooger, Garrison, Johnson, Van Leeuwen-Vega and Van Strate

   Absent: VanderMeulen

3. **STATEMENT ON REMOTE MEETING**

   Fedewa noted that the Village Planning Commission was meeting remotely on the Zoom platform because of health concerns associated with the COVID pandemic. Information on this remote meeting was posted so the public may participate, and all appointed officials present noted that they were meeting remotely and are located within the Village of Spring Lake. Appointed officials confirmed their location.

4. **APPROVAL OF THE AGENDA**

   Motion by Drooger, second from Garrison, to approve the agenda as presented. All in favor, motion carried.

   Yes: 6  No: 0

5. **APPROVAL OF THE MINUTES:**

   Motion by Garrison, second from Van Leeuwen-Vega, to approve the minutes of the March 23, 2021 meeting. All in favor, motion carried.

   Yes: 6  No: 0

6. **STATEMENTS OF CITIZENS – AGENDA ITEMS ONLY**

   There were no statements of citizens

7. **PUBLIC HEARINGS**

   A. Proposed Text Amendments to Zoning Ordinance – Design Standards in Community Commercial District (C) and Central Business District (CBD); Electronic Message Boards on
Pylon Signs; and Window Sign Limitations.

Chairman Bohnhoff introduced this item and asked Hoisington to give an overview. Hoisington explained that as staff and the Planning Commission have continued to work through the Zoning Ordinance and as situations arise, there have been questions raised about certain regulations. The proposed changes include allowing window signs, leniency on vertical siding materials for buildings in the Community Commercial District (C) and Central Business District (CBD), and new standards for digital message centers with non-conforming pylon signs. Hoisington said that staff realized that window signage was not included as a permitted sign in the new zoning ordinance so the proposed amendment would copy the language used in the previous zoning ordinance to allow window signs not to cover more than 25% of the window area. Hoisington said that amendments to the Design Standards in the C and CBD districts had been discussed because two applicants had wished to replace their existing siding with vertical board & batten siding and the current zoning ordinance prohibited any vertical siding and staff believed that the intent behind the ban was to prevent low quality materials being used on buildings in these areas so rather than prohibit the use, staff proposed to allow vertical siding when approved by the Planning Commission. Hoisington said that since the Planning Commission had discussed pylon signs at the March 23, 2021 meeting and the general consensus was formed to allow legally non-conforming pylon signs to have digital message centers, the Planning Commission now needed to determine what was allowable, a percentage of the existing sign (for example, 50% of the area for the existing pylon sign) or a set size (for example, 24 sqft). Hoisington said that the team from Advanced Signs, Adrianne Guzman, Bernie Wade and BJ Wade, were in attendance to help with this discussion.

Motion by Van Strate, second from Drooger, to open the public hearing at 7:08 p.m. All in favor, motion carried.

Yes: 6  No: 0

Hoisington said she had looked into Grand Haven Township and the City of Grand Haven, and both allow a total of 50% of the total maximum signage area as digital, however, these were based on conforming signs, and Spring Lake Township has a maximum of 10 square feet, St. Mary’s monument sign was about 10 square feet and Seven Steps Up was about 40 square feet.

Adrianne Guzman shared renderings of signs they had done in other communities and examples of what some of the existing signs in the Village could look like, as well as gave suggestions on appropriate size and percentage. Garrison agreed, 50% of an existing sign or not to exceed X amount of square feet would work well together and be easy while still protecting the interest of the Village. BJ Wade said that the most common digital sign they sell was 50% digital and 50% static. The Commissioners discussed the examples and the McDonalds sign.

Motion by Drooger, second from Van Leeuwen-Vega, to close the public hearing at 7:22p.m. All in favor, motion carried.

Yes: 6  No: 0

Van Leeuwen-Vega said she was still concerned that allowing 50% of the size of a sign would be too large so having a maximum size was more comfortable. Mr. Wade said that
32 square foot was the standard digital sign size. The Commissioners discussed a maximum size.

Motion by Garrison, second from Van Strate, to recommend the Village Council approve the proposed zoning text amendment ordinance with draft date of 04/23/21 with updated information for pylon sign requirements which would have a 32 square foot or 50% sign coverage maximum, whatever one is lower. All in favor, motion carried.

Yes: 6 No: 0

8. STATEMENTS OF CITIZENS – NON-AGENDA ITEMS ONLY

There were no statements of Citizens.

9. COMMENTS OF PLANNING COMMISSIONERS

No additional comments from the Planning Commission

10. ADJOURNMENT

Motion by Van Strate, second from Drooger, the meeting adjourned at 7:44 p.m. All in favor, motion carried.

Yes: 6 No: 0

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Cassandra Hoisington, Village Planner   Maryann Fonkert, Deputy Clerk