

VILLAGE OF CALEDONIA

PLANNING COMMISSION SPECIAL MEETING MINUTES

Monday, June 14, 2021
250 S. Maple St. SE
Caledonia, MI 49316

Planning Commission Attendees: Jason Wangerin, Kimberly Peters, Bill Robertson, Sylvia Murphy, Gayle Ott, Bill Robertson, Dan Erskine

Additional Attendees: Jeff Thornton, Village Manager & Nathan Mehmed, Village Planner

Absent: Luitjen Kieweit,

Public Attendees: None

1. **Call to Order** at 7:00 pm
2. **Pledge of Allegiance**
3. **Consideration of the Meeting Agenda:**
 - Motion by D. Erskine
 - Seconded by Bill Robertson
 - Motion Carried
4. **Public Comments** – None
5. **Inquiry of Conflict of Interest** – None, (J. Thorton did want to make it known that he is an employee of applicant, The Village)
6. **New Business:**
 - a. **Public Hearing – Special Use of 250 S. Maple St. Village of Caledonia**
 - i. Explanation by Attorney / staff
 1. Since buying the building, Village Manager has been taxed with finding a tenant. Restrictions on who could use the space. Caledonia Chamber of Commerce wasn't in a financial position to rent the space. Caledonia Farm Elevator (CFE) is under new management. They are considering expanding Main Street location to be more retail vs. administration. We needed to pursue special use for CFE to utilize 250 S. Maple for administrative offices only. Since they are a co-op, they fall into an allowable category for rental. CFE is ready to build out the space to meet their needs. They don't need to use the basement. \$10 – 12/sq ft is market rental rate in Caledonia and they are willing to pay fair market rate. They are going to put in

a sidewalk to other facilities. Good sign that they are looking to stay here in Caledonia.

2. \$40,000 in improvements will result in \$10,000 credit/ per year for 4 years. Then full rate at year 5.
 3. Attorney made the recommendation for special use instead of rezoning. That allows for future consideration of the use.
 4. Signage – They need permission and present the sign plan to PC.
 5. Parking – holding off but could be resurfaced in the future.
 6. Utilities – only 1 meter. They will be billed as the Township was prior and pay anything above the baseline.
 7. Hours of Operation – Typically Monday – Friday, roughly 7 am – 5 pm
- ii. Presentation by Applicant – J. Thornton
 - iii. Question and consideration by Planning Commission
 - o Motion to Approve B. Robertson
 - o Seconded S. Murphy
 - o Motion Carried

7. Planner's Comments:

a. Master Plan

- i. **More marketing but already have about double the response as before.**
 1. **Library, restaurants, post office, etc. As many businesses as possible.**
 2. **Fire truck with posters on it. Pass out flyers.**
 3. **Shut down the survey on the 9th**
 4. **Meet on the 22nd to review the results that will have been provided before.**

8. Adjournment:

- o Motion by G. Ott
- o Seconded by S. Murphy
- o Motion Carried
- o Meeting adjourned at 7:46 pm

Respectfully Submitted,


Kimberly Peters
Planning Commission, Secretary