

**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

Minutes of a Meeting held January 7, 2019

7:30 p.m.

Allendale Township Public Meeting Room

1. Meeting called to Order

2. Roll Call:

Present: Adams, Kleinjans, Longcore, Schut, Zeinstra, Zuniga

Absent: Westerling

Staff Present: Planner Greg Ransford

3. Received for Information: None

4. Motion by Schut to approve the December 3, 2018 Planning Commission Minutes. Seconded by Kleinjans. **Approved 6-0.**

5. Motion by Kleinjans to approve the December 17, 2018 Planning Commission Minutes. Seconded by Zeinstra. **Approved 6-0.**

6. A Motion was made by Longcore to approve the Agenda. Seconded by Zuniga. **Approved 6-0.**

7. Public comments for *non-public hearing items*:

Chairperson Longcore opened the comment period for non-public hearing items. There being no comments, Chairperson Longcore closed the public comment period.

8. Public Hearings:

A. Presentation of proposed Subdivision Ordinance affecting the following sections:

- Construction Plans
- Required Improvements, Curbs and Gutters
- Required Improvements, Water System
- Street Trees

Planner Ransford reviewed the background of the proposed language being presented for public hearing.

In the absence of public attendance, Chairman Longcore opened and closed the public hearing comment period.

The Commissioners discussed presentation of materials in CAD format, among other points. Motion by Zeinstra to recommend approval of the proposed Subdivision Ordinance with changes as noted, to the Township Board. Seconded by Adams. **Approved 6-0.**

9. Site Plan Review: None

10. Old Business:

A. Traffic Study language – Jamestown Charter Township

Planner Ransford discussed portions of the Jamestown Charter Township Zoning Ordinance concerning traffic studies with the Commissioners.

The Commissioners discussed issues around traffic studies, including triggering events and types of traffic studies.

Planner Ransford suggested review of the most recent edition of Traffic Generation published by the Institute of Transportation Engineers to determine if it might apply to residential settings. Planner Ransford will also seek criteria from Ottawa County for conducting traffic studies, as well as obtain road volume information, for future discussion.

11. New Business:

Election of Officers: Motion by Adams to retain the current roster of Planning Commission officers, including Andrew Longcore as Chairman, Duke Schut as Vice-Chairman, and Tom Zuniga as Secretary. Seconded by Zeinstra. **Approved 6-0.**

12. Public Comments: *Chairperson Longcore opened the public comment period. There being no comments, Chairperson Longcore closed the public comment period.*

13. Township Board Reports: None

14. Commissioner and Staff Comments: Appreciation was expressed to the Commissioners willing to serve as elected officers in the coming year.

The Commissioners discussed the issue of lots that are clear-cut of trees in areas not yet under development and the increasing loss of a greenbelt along Lake Michigan Drive. The Commissioners discussed provisions used by surrounding municipalities to preserve trees and may discuss language concerning tree preservation at a future meeting.

15. Meeting adjourned at 8:44 PM. The start time for Planning Commission meetings will be 7:00 PM, rather than 7:30 PM, going forward.

Next meeting January 21, 2019 at 7:00 p.m.

**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

Minutes of a Meeting held January 21, 2019

7:00 p.m.

Allendale Township Public Meeting Room

1. Meeting called to Order

2. Roll Call:

Present: Adams, Kleinjans, Longcore, Schut, Westerling, Zeinstra, Zuniga

Staff Present: Planner Greg Ransford

3. Received for Information: None

4. Motion by Zeinstra to approve the January 7, 2019 Planning Commission Minutes. Seconded by Adams. **Approved 7-0.**

5. A Motion was made by Longcore to approve the Agenda. Seconded by Zeinstra. **Approved 7-0.**

6. Public comments for *non-public hearing items*:

Chairperson Longcore opened the comment period for non-public hearing items. There being no comments, Chairperson Longcore closed the public comment period.

7. Public Hearings:

A. Proposed Text Revisions for Zoning Ordinance

- Section 3.14 – Condominium Project Approval
- Section 21.06B – Table of Off-Street Parking Requirements
- Section 21A.03E – General Regulations
- Section 23.06C – Design Standards for Major Residential Developments – Exposed Ground Surfaces
- Section 24.05F7 – Final Site Plan Contents and Procedures – Landscape Plan

Planner Ransford reviewed the background of the proposed language being presented for public hearing.

In the absence of public comments, Chairman Longcore opened and closed the public hearing comment period.

Motion by Schut to recommend adoption of the proposed revised text of the Zoning Ordinance to the Township Board. Seconded by Zuniga. **Approved 7-0.**

8. Site Plan Review: None

9. Old Business: None

10. New Business:

A. Culver's Drive-through Restaurant – 5050 Lake Michigan Drive – Site Plan

Commissioner Kleinjans recused herself from the discussion because her husband owns the subject property. Jeff Brinks, with Venture Engineering, introduced himself and the Culver's Drive-through Restaurant project.

Planner Ransford offered history on drive-through establishments in the Winding Creek Crossings Planned Unit Development. Planner Ransford discussed screening and signage associated with Culver's, and noted the general conformity of the project to Township expectations.

The Commissioners discussed points of the site plan with Mr. Brinks. The Commissioners noted the need for a snow removal plan, appropriate access to parking, and adequate space for maneuvering semi-truck deliveries. As a result of these items, Mr. Brinks is expected to add a truck template within the site plan, shift the southern parking lot to the east and move the sidewalk access adjacent to a drive apron rather than between the drive aprons, provide light fixture lumens that do not exceed that of the abutting property to the west, and improve the radius of the west apron of the northern parking lot, if possible.

There being no further comments, the discussion concluded.

B. 2018 Planning Commission Report

Planner Ransford presented a summary of the 2018 Planning Commission Report, as required by the Rules of Procedure.

Motion by Zeinstra to approve the 2018 Planning Commission Annual Report, seconded by Kleinjans. **Approved 7-0.**

C. 2019 Work Program

The Commissioners reviewed the draft 2019 Work Program provided by Planner Ransford and discussed points of, and suggestions for, the Program. Items to be added to the program include the sewer district, water quality, tree conservation, and potentially, enforcement of landscape provisions.

11. Public Comments: *Chairperson Longcore opened the public comment period. There being no comments, Chairperson Longcore closed the public comment period.*
12. Township Board Reports: None
13. Commissioner and Staff Comments: The Commissioners welcomed new Commissioner Eric Westerling. Newly elected Planning Commission officers were sworn in prior to the meeting by Township Supervisor Adam Elenbaas.

Planner Ransford introduced his associate Emma Posillico, from Fresh Coast Planning

14. Meeting adjourned at 8:00 PM.

Next meeting February 4, 2019 at 7:00 p.m.

**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

Minutes of a Meeting held February 4, 2019

7:00 p.m.

Allendale Township Public Meeting Room

1. Meeting called to Order

2. Roll Call:

Present: Adams, Kleinjans, Longcore, Schut, Westerling, Zeinstra, Zuniga

Staff Present: Planner Greg Ransford

3. Received for Information: None

4. Motion by Kleinjans to approve the January 21, 2019 Planning Commission Minutes. Seconded by Zeinstra. **Approved 7-0.**

5. A Motion was made by Longcore to approve the Agenda with an amendment to place New Business ahead of Old Business. Seconded as amended by Zuniga. **Approved 7-0.**

6. Public comments for *non-public hearing items*:

Chairperson Longcore opened the comment period for non-public hearing items. There being no comments, Chairperson Longcore closed the public comment period.

7. Public Hearings: None

8. Site Plan Review:

A. Culver's Driver-through Restaurant, 5050 Lake Michigan Drive

Because of a financial interest in the property, Commissioner Kleinjans recused herself from the discussion.

Mr. Ken Watkins, with Architectural Concepts, summarized the project, and responded affirmatively to suggestions made by Commissioners at a previous meeting. Mr. Watkins briefed the Commissioners on the revised site plan.

Planner Ransford commented briefly on the project for the benefit of the public, noting the site plan is before the Planning Commission for final approval.

The Commissioners and Mr. Watkins discussed points of the project. Motion by Schut to approve the site plan conditioned on the addition of an extension of the southwest sidewalk along the stacking location to the point of the private road sidewalk, a cane stop for the dumpster enclosure, and any needed Township department approvals. Motion seconded by Zeinstra. **Approved 6-0.**

9. New Business:

A. Allendale Baptist Church – Planned Unit Development – Preliminary Site Plan
Commissioner Kleinjans rejoined the Commission.

Brian Sinnott, with Allendale Baptist Church, introduced himself and the project. Mark Green, pastor of Allendale Baptist Church addressed the Commission concerning the growth of the church and plans for building the church.

Mr. Sinnott discussed the evolution of the PUD site plan and the history of the ownership and use of the property, front and back. Mr. Sinnott noted they are working with a partner organization that provides construction assistance for building Baptist churches across the country. Allendale Baptist Church would like their construction workers to live on site in temporary, mobile RV living quarters. Mr. Sinnott went briefly through points noted by Planner Ransford.

Mr. Ransford reported the Township attorney notes approval of temporary living quarters on the site during the construction process is not within the authority of the Planning Commission.

Planner Ransford touched on points of his memorandum. The Commissioners discussed topics including:

- Parking between the church and Lake Michigan Drive
- Maintenance of ordinance requirements for screening the single-family dwelling to the west of the property
- Plans for a 40' tall illuminated cross on the property
- Placement of temporary RVs to house construction workers on the property
- Sidewalks and landscaping plans
- Building materials as per the ordinance

Planner Ransford outlined the process for a future public hearing. The Commissioners discussed at length topics on which they would like more complete information. The applicant continued to seek guidance on the identified issues, noting they were seeking a public hearing as their next step. The Commission will seek additional information before setting the project for public hearing.

10. Old Business:

A. 2019 Work Program

The Commission tabled approval of the 2019 Program until further information is obtained regarding curbing and storm water from the township engineer.

B. Parking Lot Curbing Standards

Planner Ransford outlined, and the Commissioners discussed, revisions to the Allendale Charter Township Zoning Ordinance (ACTZO) regarding minimum requirements for parking lot curb and gutter improvements to protect required landscaping, lawn areas, and other vegetation, as well as structures.

After considerable discussion, the Commissioners asked Planner Ransford to suggest suitable curb and gutter language, and prohibit wheel stops

C. Master Plan

Planner Ransford discussed the process for public input on the Master Plan and sought feedback from the Commissioners about public involvement. Ransford noted his firm will create and maintain a project website. In addition, he will arrange a public participation workshop or workshops pursuant to the request of the Planning Commission.

11. Public Comments: *Chairperson Longcore opened the public comment period. There being no comments, Chairperson Longcore closed the public comment period.*
12. Township Board Reports: Possible future projects may include a new fire station and outdoor fitness center
13. Commissioner and Staff Comments: Easements are intended to be illustrated on site plans that are being submitted to the Planning Commission.
14. Meeting adjourned at 10:18 PM.

Next meeting February 18, 2019 at 7:00 p.m.

**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**
*Minutes of a Meeting held February 18, 2019
7:00 p.m.
Allendale Township Public Meeting Room*

1. Meeting called to Order

2. Roll Call:

Present: Adams, Longcore, Schut, Westerling, Zeinstra

Staff Present: Planner Greg Ransford

Absent: Kleinjans, Zuniga

3. Received for Information: None

4. Motion by Schut to approve the February 4, 2019 Planning Commission Minutes. Seconded by Zeinstra.
Approved 5-0.

5. A Motion was made by Longcore to approve the Agenda. Mr. Longcore moved to strike both items listed under Agenda item 9 relating to Allendale Baptist Church and to move New Business ahead of Old Business. Seconded as amended by Zeinstra. **Approved 5-0.**

6. Public comments for *non-public hearing items*:

Chairperson Longcore opened the comment period for non-public hearing items. There being no comments, Chairperson Longcore closed the public comment period.

7. Public Hearings: None

8. Site Plan Review: None

9. New Business:

A. Allendale Crossings Planned Unit Development Major Amendment – Self-storage facility

Mr. Jack Barr, with Nederveld, spoke on behalf of an anticipated self-storage facility on the northerly most piece of property known as Allendale Crossings which is the subject of a Planned Unit Development Major Amendment. Mr. Barr summarized the difficulties finding a use for the unique shape and location of the site.

Mr. Barr requested waivers for required zoning features including concrete curbing, a dumpster enclosure, and a vegetative buffer. He discussed guidance desired from the Planning Commission and described the project.

Mr. Ransford summarized the status of the project, and also the lack of underground irrigation on the site.

The Commissioners and the project representatives discussed aspects of the project, including a buffer behind the storage units to exclude in-growing weeds, and several other issues.

The applicant is expected to address at least the following matters within the site plan:

1. Correct conflicting legal descriptions
2. Possibly eliminate the center apron
3. Increase south side landscaping to aesthetically improve the “front yard” area
4. Provide appropriate elevations
5. Provide irrigation system
6. Provide photometric plan

At the conclusion of the discussion, Mr. Ransford noted, with direction from the Planning Commission, updated materials will be provided concurrent with the public hearing being scheduled on the matter.

B. Text Amendment - Section 3.18 Marihuana Facilities and Establishments Prohibited

Planner Ransford described the process for prohibiting commercial marijuana establishments. The Commissioners discussed the definition of grow facilities and commercial establishments in Allendale.

With no further discussion, Planner Ransford will schedule the matter for public hearing.

10. Old Business:

A. Traffic Study language

Planner Ransford reviewed findings regarding the Trip Generation Manual and township traffic data. The Commissioners reviewed and discussed the language used by Jamestown Charter Township.

The Commissioners requested Planner Ransford prepare traffic study language appropriate to Allendale Charter Township as discussed.

11. Public Comments: *Chairperson Longcore opened the public comment period. There being no comments, Chairperson Longcore closed the public comment period.*

12. Township Board Reports: None

13. Commissioner and Staff Comments: A discussion ensued between Commissioners about appropriate efforts to support the actions and approvals made by the Planning Commission. For example, the Minutes should reflect references to the appropriate Ordinance when a Motion is made to deny an application.

The Commissioners also discussed the agreeability of having appropriate plans and illustrations to view and discuss when reviewing project applications.

Planner Ransford briefly discussed PUD language relative to community wells and was directed to prepare an amendment to Section 12.05c to be consistent with previously amended language

14. Meeting adjourned at 8:45 PM.

Next meeting March 4, 2019 at 7:00 p.m.

**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**
Minutes of a Meeting held March 18, 2019
7:00 p.m.
Allendale Township Public Meeting Room

1. Meeting called to Order

2. Roll Call:

Present: Adams, Longcore, Schut, Zeinstra, Zuniga

Staff Present: Planner Greg Ransford

Absent: Kleinjans, Westerling

3. Received for Information: None

4. Motion by Schut to approve the February 18, 2019 Planning Commission Minutes. Seconded by Zeinstra. **Approved 5-0.**

5. A Motion was made by Longcore to approve the Agenda. Seconded by Zeinstra. **Approved 5-0.**

6. Public comments for *non-public hearing items*:

Chairperson Longcore opened the comment period for non-public hearing items. There being no comments, Chairperson Longcore closed the public comment period.

7. Public Hearings:

A. Text Amendment: Section 12.05C – Development Requirements for All PUD's, Utilities

Mr. Ransford provided a recap of the amendment. *Chairperson Longcore opened the public hearing for comment.*

Allendale resident, Mr. David Kraker spoke in support of actions that strengthen the long-term sustainability of the local water supply. Mr. Kraker recapped the recent MSU study that reviewed groundwater status in Allendale. Mr. Kraker encouraged the Township to continue with language and actions that support conservation and rejuvenation of a quality water supply.

Mr. Kraker asked whether a Type One water supply could put a developer in control of a “public water supply.” A Type One system allows, for example, for a mobile home park to tap into the Township system with backflow protections on either side.

With a Type One water supply, a developer on a project of 25 or more residences could put in a well, meet the certifying criteria of a Type One water supply, and have full control of that “public water system.” Mr. Ransford noted there was not a definition of “public water system” within the present subdivision ordinance.

The Commissioners discussed the issue and Mr. Kraker offered additional thoughts on municipal terminology that would eliminate the loophole in the language.

Motion by Zeinstra to table the Section 12.05C text amendment to an upcoming meeting with direction provided to Ransford. Seconded by Zuniga. **Approved 5-0.**

A. Text Amendment: Section 3.18 – Marihuana Facilities and Establishments Prohibited

Planner Ransford noted that review of language was requested by the Trustees to consider whether Allendale should opt out of storefronts and other facilities that would sell recreational marijuana within Allendale Township. The provision does not apply to individuals, caregivers, and patients covered under the Medical Marijuana Act.

Longcore opened and closed the public hearing section.

The Commissioners discussed the amendment, its provisions, and how the language impacts those with medical marijuana needs. Planner Ransford indicated he would review the matter with Township legal counsel.

Motion by Schut to table the ordinance on the prohibition of Marijuana Facilities and Establishments, Section 3.18. Seconded by Zuniga. **Approved 5-0.**

8. Site Plan Review: None

9. Old Business:

A. Sanitary Sewer Connection Requirement – Discussion with Chad Doornbos

Mr. Doornbos, representing Allendale utilities, offered comment on Type One water systems, and construction of new roads in some areas.

Mr. Doornbos discussed long-term plans for building out the Allendale Township water supply infrastructure into 2039. He discussed the need for robust planning which will enable the municipality to drive the development of the system, rather than passively allowing it to develop in segments. Mr. Doornbos presented a planning and budget summary of the development plan.

The Commissioners discussed the planned infrastructure with Mr. Doornbos. He noted the need for developers to tie into the new infrastructure plan. This would justify the investment and support overall Township planning. Mr. Doornbos noted the Township is moving away from allowing the development of private sewer systems.

The Commissioners discussed the desirability of requiring that proposed developments hook into the existing sanitary sewer district. In the interim, the Commission discussed the problem of requiring hook-up to utilities that may not exist for years or a decade. For areas where the Township has not yet built the infrastructure, or where a developer seeks to hook into the Township water supply from outside the sanitary sewer district, developers could pay for building the infrastructure subject to a buy-back agreement from the Township.

The Commissioners discussed the only exception to hooking up to Township infrastructure will be along a private road within an agricultural zone. Based on consensus and direction of the Planning Commission, Planner Ransford indicated he would review and provide draft language.

B. 2019 Work Program – Industrial stormwater raised curbing

The Commissioners briefly discussed the status of the draft Work Program. Zeinstra moved to approve the 2019 Work Program with the deletion of item number seven. Seconded by Schut. **Approved 5-0.**

C. Parking Lot Curbing Standards

Planner Ransford recapped the previously discussed parking lot curbing standards. The Commissioners discussed terminology and the requirements of concrete curbs. Based on consensus and direction of the Planning Commission, Planner Ransford will provide new draft language.

D. Allendale Baptist Church Information

- Legal response to planned monumental cross on Lake Michigan Drive

Planner Ransford summarized the opinion of legal counsel that a proposed 40' cross suggested by the Allendale Baptist Church could be considered a "structure" rather than a sign.

The Commissioners discussed the difference between a "sign" and a "structure." Points were heard supportive of the cross as a sign and of a structure. Conversation followed concerning the weathering of a cross of such height in a storm, as well as the long-term advisability of monumental structures of this nature on Lake Michigan Drive.

- 2015 Community Strategic Plan impacts

Planner Ransford discussed the development of the 2015 Community Strategic Plan, which was drafted in 2003. Mr. Ransford noted that aspects of the future development of the Allendale Baptist Church both do, and do not, comport with the Strategic Plan. He noted the Church might better design its project to align with points of the Strategic Plan.

Considerable time was spent discussing varied use plans for the site suggested by the Baptist Church, the Allendale Christian School site, the purchase of properties, and the use of roadways.

E. Traffic Study language

Planner Ransford summarized draft language concerning traffic calculations and draft traffic impact studies. The Commissioners tabled discussion of the draft language to review at an upcoming meeting.

10. New Business: None

11. Public Comments: *Chairperson Longcore opened the public comment period. There being no comments, Chairperson Longcore closed the public comment period.*

12. Township Board Reports: None

13. Commissioner and Staff Comments: As Planner Ransford will be attending the MTA Conference on the next Planning Commission date, an associate from his office will be attending the meeting in his stead.

14. Meeting adjourned at 10:04 PM.

Next meeting April 1, 2019 at 7:00 p.m.

**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

April 1, 2019

7:00 p.m.

Allendale Township Public Meeting Room

1. Meeting called to Order
2. Roll Call:
Present: Longcore, Westerling, Adams, Schut, Kleinjans
Absent: Zeinstra, Zuniga
Staff Present: Planner Emma Posillico
3. Received for Information:
4. Motion by Kleinjans to approve the March 18, 2019 Planning Commission Minutes. Seconded by Schut. **Approved 5-0.**
5. Motion by Longcore to approve the Agenda. Seconded by Schut. **Approved 5-0.**
6. Public Comments for *non-public hearing item*:
Chairperson Longcore opened the comment period for non-public hearing items.

Karen Hordyk a resident of Allendale asked if the student housing district has changed. Is 52nd Ave. still the dividing line?

Commissioners answered that yes the R-4 zoning district is still restricted to the area between Rich St. and Pierce St. and from 52nd Ave. to the college. However, that does not prohibit students from inhabiting other areas of the Township.

Chairperson Longcore closed the public comment period.

7. Public Hearings: None
8. Site Plan Review: None
9. Old Business:
 - A. Allendale Crossings Planned Unit Development Major Amendment – Self-Storage Facility

Mitch Koster with Biltmore presented the proposed Self-Storage Facility to be located in the Allendale Crossings Planned Unit Development. Mr. Koster summarized the changes that had been made and the plans provided for the landscaping, elevations and the photometrics of the site.

Commissioners and Mr. Koster discussed aspects of the project, including the Fleis & VandenBrink memorandum, various drainage considerations, ADA requirements for slope, adjusting the landscaping to be a better screen for the site, possible special building code requirements since the building is proposed to be on the property line, site lighting, and building elevation requirements.

Commissioners commented that in order for the proposed use to fit in with the surrounding area the elevations need to be updated to fulfill the ordinance requirements and the landscape needed to be updated to better screen the building from M-45.

10. New Business: None

11. Public Comments: *Chairperson Longcore opened the comment period for non-public hearing items. There being no comments, Chairperson Longcore closed the public comment period.*

12. Township Board Reports: None

13. Commissioner and Staff Comments:

Planner Posillico brought up the application for a special use next to the Township Library for another self-storage facility and asked the Commission's opinion on when to put them on the agenda as the other reviewing agencies in the Township are on spring break and unable to review the project until next week at the earliest. Chairperson Longcore stated that he would like to push the project to the May meeting in order to have all the information needed to do a complete review.

Commissioners discussed self-storage facilities in the General Commercial Zone and the ability of the Planning Commission to regulate the visual effect of the facility on the surrounding uses.

14. Meeting adjourned

Next meeting April 15, 2019 at 7:00 p.m.



**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

April 15, 2019

7:00 p.m.

Allendale Township Public Meeting Room

1. Meeting called to Order
2. Roll Call:
Present: Longcore, Westerling, Adams, Zuniga, Schut, Zeinstra
Absent: Kleinjans
Staff Present: Planner Greg Ransford
3. Received for Information: None
4. Motion by Schut to approve the April 1, 2019 Planning Commission Minutes. Seconded by Adams.
Approved 6-0.
5. Motion by Longcore to approve the Agenda. Seconded by Zeinstra. **Approved 6-0.**
6. Public Comments for *non-public hearing item*: None
7. Public Hearings: None
8. Site Plan Review: None
9. Old Business:
 - A. Parking Lot Curbing Standards
Planner Ransford explained the proposed changes to the current standards.

Commissioners discussed the proposed changes. They also discussed the possibility of inserting wording to give the Planning Commission discretion to temporarily waive the requirement and the possible ramifications of that.

Commissioners directed Planner Ransford to draft new language based on the discussion and to schedule it for Public Hearing.
 - B. Traffic Study Language
Planner Ransford summarized the draft language and explained the changes made.

Commissioners agreed with the changes provided and directed Planner Ransford to schedule it for Public Hearing.
 - C. Master Plan – Framework
Planner Ransford laid out the framework for working on the Master Plan and asked the Commissioners for their input, if they have any other items that they would like to see discussed, or items they believe were missed.

Commissioners discussed options for attracting people to the public workshop or getting feedback from the public.
10. New Business: None

11. Public Comments: *Chairperson Longcore opened the public comment period. There being no comments, Chairperson Longcore closed the public comment period.*

12. Township Board Reports:

Open house for the proposed new fire station will be held at the end of the month.

13. Commissioner and Staff Comments:

Commissioner Adams clarified to Planner Ransford that the mountable curb from MDOT was a *D* as opposed to an *F* for showing picture. Commissioners discussed modifying it to a 12" gutter.

Planner Ransford asked the commissioners if they would prefer a hard copy of the updated zoning map or if they would like in pdf format.

14. Chairperson Longcore adjourned the meeting at 7:52 PM.

Next meeting May 6, 2019 at 7:00 p.m.



ALLENDALE CHARTER TOWNSHIP PLANNING COMMISSION MEETING

May 6, 2019

7:00 p.m.

Allendale Township Public Meeting Room

1. Meeting called to order

2. Roll Call:

Present: Zeinstra, Kleinjans, Schut, Longcore, Zuniga, and Westerling

Absent: Adams

Staff Present: Planner Greg Ransford, Attorney Bob Sullivan

3. Received for Information: None

4. Motion by Zeinstra to approve the April 15, 2019 Planning Commission Minutes. Seconded by Schut. **Approved 6-0.**

5. Motion by Longcore to approve the agenda. Seconded by Zuniga. **Approved 6-0.**

6. Public Comments for *non-public hearing items*: None

7. Public Hearings: None

8. Site Plan Review: None

9. Old Business:

A. Text Amendments: Section 3.18 – Marijuana Facilities and Establishments Prohibited

- Mr. Sullivan discussed what would be prohibited and not prohibited. CBD oil sales and transport businesses are not prohibited, but testing and production facilities are prohibited. Every future marijuana product would need to be evaluated on an individual basis.
- What is allowed on the Grand Valley State University campus is determined by the State of Michigan. Mr. Zuniga asked what could be done about illegal marijuana sales. Mr. Sullivan stated that this was an issue for law enforcement.
- Planner Ransford said that if there were no further revisions, the Planning Commission could send this to the Township Board. Mr. Zeinstra suggested putting this on next meeting's agenda if the Commissioners would like to review it.

Mr. Schut made a motion to recommend adoption of the amendment to add Section 3.18 to the zoning ordinance, and Mrs. Kleinjans seconded. Motion carried unanimously.

10. New Business:

A. Special Use Application: Allendale Storage Units (Hop Family, LLC) – 6209 Lake Michigan Drive – Self-Storage Facility

- Chairperson Longcore asked if the applicant was present. Mr. Joe Grochowalski spoke on behalf of the owner. He stated the changes to the site plan that the owner would like, including relief from using specific materials and landscaping only certain parts of the property.
- Mr. Zeinstra suggested setting a public hearing date once the plan has been revised. Planner Ransford stated that the Commission agrees upon areas that need to be revised, which include:
 - Gate detail
 - All required landscaping shall be planted

- Building material specifications will be provided and elevations updated to comply with the ordinance
 - Chain link fencing shall be vinyl coated
 - Installation of a solid vinyl fence west of the storm water area and up the property line to the proposed building corner
 - Include all irrigation notes on the site plan in compliance with the ordinance
 - Provide the hours of operation
- The Planning Commission directed the applicant to provide existing conditions of the entire site to confirm compliance with lighting, landscaping, dumpster enclosure requirements, and other zoning ordinance provisions. The applicant can be scheduled for public hearing if the site plan is found complete or if the applicant would rather come back to the Planning Commission prior to attending the public hearing, that is an option.

11. Public Comments: *Chairperson Longcore opened the public comment period. He closed the public comment period due to no comments.*

12. Township Board Reports:

Mr. Zeinstra stated that there were no other plans other than the site plans for the proposed new firehouse. It has not been decided on how it will be funded.

13. Commissioner and Staff Comments:

Discussion was held with attorney Sullivan regarding various matters.

Mr. Zuniga said that boy scouts would be attending a Planning Commission meeting in the near future. Planner Ransford discussed what would be on the agenda for the meetings on May 20, 2019 and June 3, 2019.

14. Chairperson Longcore adjourned the meeting at 8:43 PM.

Next meeting May 20, 2019 at 7:00 p.m.

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ALLENDALE CHARTER TOWNSHIP PLANNING COMMISSION MEETING

May 20, 2019

7:00 p.m.

Allendale Township Public Meeting Room

1. Meeting called to order

2. Roll Call:

Present: Schut, Longcore, Zuniga, Adams, and Westerling.

Absent: Kleinjans and Zeinstra

Staff Present: Planner Greg Ransford

3. Received for Information: None

4. Motion by Schut to approve the May 6, 2019 Planning Commission Minutes. Seconded by Zuniga.
Approved 5-0.

5. Motion by Longcore to approve the agenda. Seconded by Adams. **Approved 5-0.**
Longcore, Adams

6. Public Comments for *non-public hearing items: none*

7. Public Hearings: none

8. Site Plan Review: none

9. Old Business: none

10. New Business:

A. Planned Unit Development & Site Condominium

- Allendale Place – 64th Avenue – 37 Single-family site condominium units and private road
- Todd Stuive spoke on behalf of the applicant. Mr. Stuive discussed the following provisions:
 - If the private road modifications are appropriate, such as the width and if the school buses will enter the site and be able to turn around, the number of street trees, and if the private road that extends to the east should be stubbed.
 - If the playground is enough to warrant three bonus units.
 - If the open space can preserve enough trees.
 - If the pond and the sewer line from Traders Creek Landing to the south can be extended onto the new site.
- On behalf of the applicant, Steve Tjapkes said that the HOA from Traders Creek Landing has approved the provisions for the planned new site.
- The Allendale Fire Department will review the site plan and report any comments and requirements required for the fire hydrants prior to the public hearing.
- The Planning Commission directed the applicant on multiple matters for review. The applicant will need to finalize these matters prior to the completion of the site plan:
 - Provide a plan regarding the number of lots they will eliminate because the Commission feels that the playground is not enough to justify a bonus density. Alternatively, the applicant could propose a modified amenity to accomplish the bonus density for review by the Commission.
 - If the private road to the east will be stubbed.
 - If school buses will enter private roads, and if so, be able to turn around on the private road.

- More information and complete narrative on the wetland.
- Once the site plan is complete and verified by staff, the applicant can be scheduled for the public hearing.

B. Discussed Item

- Section 3.12 – Principal Building on a Lot
- This ordinance limits lots to not more than one principal building, except in cases where the Planning Commission determines otherwise.
- The Planning Commission concluded that multiple uses should support each other in some way to be considered a collective principal use.
- The J&H self-storage proposal does not constitute a principal use with the existing gas station and convenience store because the uses do not support each other. The applicant can present a modification for review by the Planning Commission.

11. Public Comments: *Chairperson Longcore opened the public comment period. He closed the public comment period due to no comments.*

12. Township Board Reports: none.

13. Commissioner and Staff Comments: none

14. Chairperson Longcore adjourned the meeting at 8:28pm

Next meeting June 3, 2019 at 7:00 p.m.

◇

ALLENDALE CHARTER TOWNSHIP PLANNING COMMISSION MEETING

June 3, 2019

7:00 p.m.

Allendale Township Public Meeting Room

1. Meeting called to order

2. Roll Call:

Present: Westerling, Adams, Zuniga, Longcore, Schut, Kleinjans, and Zeinstra

Staff Present: Planner Ransford

3. Received for Information: The applicant for Home Occupation Special Use – Natan Automotive, Jorge Ocampo, provided an updated site plan.

4. Motion by Kleinjans to approve the May 20, 2019 Planning Commission Minutes. Seconded by Schut. **Approved 7-0.**

5. Motion by Longcore to approve the Agenda. Seconded by Kleinjans. **Approved 7-0.**

6. Public Comments for *non-public hearing items*: None

7. Public Hearings:

A. Text Amendments

- Section 21.04E – Parking Lot Construction Requirement
- Section 21 A.04GI(i) – Greenbelt Requirements, Off Street Parking Area Landscaping Requirements
- Section 23.06J – Design Standards for Major Residential Developments, Paved Streets and Parking Areas
- Section 24.06L – Traffic Impact Study

Planner Ransford reviewed the background of the text amendments that were presented for public hearing.

Chairperson Longcore opened the public hearing comment period. Because there were no public comments, he closed the period. Chairperson Longcore opened the Commission comment period.

The Commission did not have any discussion on Section 21 A.04GI(i) nor Section 23.06J.

Regarding Section 24.06L, the term “ordinance” will be changed to “section.”

The Commissioners discussed how curbing requirements would be handled in the future, including if any exceptions will be made for Section 21.04E. Raised concrete curb and gutter shall be a minimum width of at least two feet, per Mr. Adams suggestion. Ransford was directed to modify Figure 21B to one foot six inches. The Commission requested to see examples of site plans that contained rolled curb and gutter for the next Planning Commission meeting.

A motion was made by Mr. Zeinstra to postpone a recommendation and have the Commission revisit Section 21.04E at the subsequent Planning Commission meeting. Seconded by Zuniga. **Approved 7-0.**

8. Site Plan Review: None.

9. Old Business: None.

10. New Business:

A. Home Occupation Special Use

- Natan Automotive – 9305 Lake Michigan Drive – Seeking to operate an automobile repair shop from an accessory building as a home occupation

The applicant Jorge was present. He would like to use the existing poll barn on the property for his business. This property cannot be rezoned due to the limit of one principal use on a property.

The Commission discussed their observations with the applicant:

- This property will not be rezoned but rather stay within the Agricultural and Rural District. The business will function as a Home Occupation.
- The Special Use Permit will be eliminated pursuant to an exit plan if the applicant expands his business unless he rezones to commercial in the future.
- Mr. Schut suggested the loading doors should be placed on the east side of the building rather than the parking spaces so they are not visible from the road.
- Landscaping may be added to the front of the property to cover the parking, as suggested by the applicant.
- The home occupation would need to stay the same, including maintaining one employee (owner).
- No sidewalks are needed in front of the property.
- Parking spots may be limited to four and the loading zone can be eliminated.
- No dumpster is needed.
- Two access points are permitted, and grass or gravel for these access points is allowed.
- No parking is permitted in the front of the property near Lake Michigan Drive.
- The fume system is of no concern due to the absence of painting.
- A hand sketch of elevations is acceptable.

Planner Ransford stated that the Planning Commission may conclude that the applicant is not required to have a paved drive as this is the typical expectation for the use of home occupations. The applicant may present a plan modification for review by the Planning Commission or staff may schedule the public hearing when the plans are updated pursuant to Planning Commission direction.

11. Public Comments: None.

12. Township Board Reports: Commissioner Zeinstra stated that next Thursday the board would meet to discuss more details on the proposed fire department building.

13. Commissioner and Staff Comments: Planner Ransford stated that the Master Plan workshop would be held in July.

14. Adjourn at 8:57pm by Chairperson Longcore.

Next meeting June 17, 2019 at 7:00 p.m.

◇

ALLENDALE CHARTER TOWNSHIP PLANNING COMMISSION MEETING

June 17, 2019

7:00 p.m.

Allendale Township Public Meeting Room

1. Meeting called to order

2. Roll Call:

Present: Adams, Zuniga, Longcore, Schut, and Zeinstra

Absent: Westerling, Kleinjans

Staff Present: Planner Ransford

3. Received for Information: None

4. Motion by Zeinstra to approve the June 3, 2019 Planning Commission Minutes. Seconded by Schut.
Approved 5-0.

5. Motion by Longcore to approve the agenda. Seconded by Zuniga. **Approved 5-0.**

6. Public Comments for *non-public hearing items*:

Chairperson Longcore opened the comment period for non-public hearing items. There being no comments, Chairperson Longcore closed the public comment period.

7. Public Hearings: None

8. Site Plan Review: None

9. Old Business:

A. Text Amendments

- Curbing Site Review
- Planner Ransford showed various site plans and Google Earth photos for the Commission.
- The Commission determined that commercial and industrial properties have separate requirements.
 - Commercial properties are to have all pavement edges curbed. Rolled curb may be used to allow snow removal.
 - Industrial properties are required to have curbing in the front yard of the property and for all parking spaces. Beyond the façade, curbing is excluded from requirement. Industrial loading zones, drives, and fire lanes are exempt from curbing requirements.
 - Both non-retail commercial and industrial properties with a long drive may be excluded from curbing requirement after 250 linear feet. If there is parking along that drive, there will need to be curbing.

10. New Business:

A. Township Park Court Plans

- Marcia Hoekstra, on behalf of the Township Board, explained the improvements of the Township Park to the Planning Commission.
- The Planning Commission noted that the ball fields are in the incorrect position on the court plan and proper drainage needs to be ensured.

Motion by Schut to recommend approval of the fitness court improvements based on the conceptual drawings provided and that the final drawings are reviewed and submitted for approval to the Planning Commission. Seconded by Zuniga. **Approved 5-0.**

11. Public Comments:

Chairperson Longcore opened the public comment period. He closed the public comment period due to no comments.

12. Township Board Reports: None

13. Commissioner and Staff Comments: None

14. Chairperson Longcore adjourned the meeting at 8:26pm

Next meeting July 1, 2019 at 7:00 p.m.

◇

ALLENDALE CHARTER TOWNSHIP PLANNING COMMISSION MEETING

July 1, 2019

7:00 p.m.

Allendale Township Public Meeting Room

1. Meeting called to order

2. Roll Call:

Present: Westerling, Adams, Zuniga, Longcore, Schut (arrived at 7:10pm), Zeinstra

Absent: Kleinjans

Staff present: Planner Greg Ransford

3. Received for Information: None

4. Motion by Zeinstra to approve the June 17, 2019 Planning Commission Minutes. Seconded by Zuniga.
Approved 5-0

5. Motion by Longcore to move New Business ahead of Old Business. Seconded by Zeinstra.
Approved 5-0.

6. Public Comments for *non-public hearing items*:

Chairperson Longcore opened the comment period for non-public hearing items. There being no comments, Chairperson Longcore closed the public comment period.

7. Public Hearings: None

8. Site Plan Review: None

9. New Business:

A. 10900 56th Avenue Planned Unit Development Inquiry (Meadow Lake)

Bill Aukeman, on behalf of the applicant, requested that the property be rezoned to R-2 medium density residential district. The property was previously zoned as a PUD, but that has since expired. The zone that it would revert to is no longer. The Planning Commission discussed the various aspects of R-1, including the previous R-1A and R-1B, and R-2 zones. Prior to rezoning to PUD, the property was zoned as R1A.

The Planning Commission concluded that the property should be rezoned to R2. The Planning Commission directed Ransford to initiate the process for rezoning to R-2.

10. Old Business:

A. Text Amendments

- Section 21.04E – Parking Lot Construction Requirement
- Section 21A.04G1(i) – Greenbelt Requirements, Off Street Parking Area Landscaping Requirements
- Section 23.06J – Design Standards for Major Residential Developments, Paved Streets and Parking Areas
- Section 24.06L – Traffic Impact Study

Mr. Schut made a motion to recommend to the Township Board an adoption of the following four amendments as discussed in the last Planning Commission meeting: Section 21.04E, Section 21A.04G1(i), Section 23.06J, and Section 24.06L. Seconded by Zuniga. **Approved 6-0.**

11. Public Comments:

Chairperson Longcore opened the public comment period. He closed the public comment period due to no comments.

12. Township Board Reports: None

13. Commissioner and Staff Comments:

The Planning Commission discussed the plastic fencing on the property of Grand Valley Dentistry.

14. Chairperson Longcore adjourned the meeting at 7:29pm.

Next meeting July 15, 2019 at 7:00 p.m.

◇

ALLENDALE CHARTER TOWNSHIP PLANNING COMMISSION MEETING

July 15, 2019

7:00 p.m.

Allendale Township Public Meeting Room

1. Meeting called to order

2. Roll Call:

Present: Adams, Zuniga, Longcore, Schut, Kleinjans, Zeinstra

Absent: Westerling

Staff Present: Ransford

3. Received for Information: None

4. Motion by Schut to approve the July 1, 2019 Planning Commission Minutes. Seconded by Zeinstra. **Approved 6-0.**

5. Motion by Longcore to approve the July 15, 2019 Agenda. Seconded by Schut. **Approved 6-0.**

6. Public Comments for *non-public hearing items*:

Chairperson Longcore opened the comment period for non-public hearing items. There being no comments, Chairperson Longcore closed the public comment period.

7. Public Hearings: None

8. Site Plan Review:

A: DewPointe West Phase 3 – Final Plat

Adam DeYoung was present on behalf of the applicant. Planner Ransford instructed the applicant to keep the street trees according to the township's requirements. The applicant agreed. Commissioner Adams discussed various matters in regards to the site plan, including asking Mr. DeYoung questions about the roads. Mr. Adams had concerns over the low profile, which could create a puddle. Mr. DeYoung guaranteed that proper construction has already begun.

Motion by Commissioner Schut to recommend to the Township Board the approval of DewPointe West Phase 3 – Final Plat with the condition that the street trees are constructed according to the preliminary plat site plan. Seconded by Kleinjans. **Approved 6-0.**

The Commission and Mr. DeYoung discussed the timeline for applicant construction, site plan review, and final plat. Mr. DeYoung made suggestions for the Commission, including reviewing the Final Plat site plan at a different time of the construction process.

9. Old Business: None

10. New Business: None

11. Public Comments:

Chairperson Longcore opened the public comment period. He closed the public comment period due to no comments.

12. Township Board Reports: Mr. Zeinstra said the sewer system and industrial developments were discussed.

13. Commissioner and Staff Comments: Chairperson Longcore said they would discuss in a future meeting the process and steps for final plats. The Commission discussed future public hearings. Planner Ransford spoke on the next steps of Allendale Place.

14. Chairperson Longcore adjourned at 7:33pm.

Next meeting August 5, 2019 at 7:00 p.m.

◇

ALLENDALE CHARTER TOWNSHIP PLANNING COMMISSION MEETING

August 5, 2019

7:00 p.m.

Allendale Township Public Meeting Room

1. Meeting called to order

2. Roll Call:

Present: Westerling, Adams, Zuinga, Longcore, Schut, Zeinstra

Absent: Kleinjans

Staff present: Ransford

3. Received for Information:

The Planning Commission received revised leaching basin design calculations for the new parking lot of Peppino's Pizzeria and Sports Grille.

4. Motion by Schut to approve the July 15, 2019 Planning Commission Minutes. Seconded by Zeinstra. **Approved 6-0.**

5. Motion by Longcore to approve the August 5, 2019 Agenda. Seconded by Zuniga. **Approved 6-0.**

6. Public Comments for *non-public hearing items*:

An un-named member of the public asked the Planning Commission to turn up their microphones and to speak closer into them.

7. Public Hearings:

A. Meadow Lake Planned Unit Development – Township initiated rezoning to R-2 of expired PUD.

Bill Aukeman was present on behalf of his company, speaking about his original inquiry and why the township initiated the rezoning. Mr. Aukeman explained that property was never built on the land. He purchased the land from a third party in December of 2018. Because he purchased the property as a PUD and never built upon it, the property reverts to the previous zone prior to being zoned as a PUD. The township has since eliminated R-1A Zoning Districts and the PUD has expired. The zoning districts R-1A and R-1B have been replaced with the present R-1 Zoning District.

Mr. Ransford explained to the public how the process of tonight's meeting will go, including the steps that the Planning Commission takes.

Chairperson Longcore opened the public comment period.

Seth Kooiker of 10961 Lance Ave. would like to be provided a copy of the ordinance to the addresses that are near this property. He was concerned that multi-family units were going to be built on the property.

Caleb Jonker of 10881 56th Ave. was concerned that duplexes would be built on the property and that his property value would diminish. He would like to be informed of the master plan prior to construction.

Sharon Jonker of 10881 56th Ave. was concerned that under R-2 zoning, campus dormitories could be built on the property. Her additional concerns include: the website has conflicting information, the speed limit of 56th Ave., and the value of her property if a duplex is built. She spoke with a township assessor today about an upcoming assessment and she feels that more rental properties need to stay closer to GVSU.

Karen Hordyk of 10915 56th Ave was concerned over the speed on 56th Ave. She has asked the township to lower the speed before. She believes that GVSU housing is supposed to be built east of 52nd Ave.

Josh Mokma of 10949 Lance Ave. wondered how the roads on the property would be developed. He wondered how would traffic be routed, even on Lance Ave because many children live on that street. He does not want additional traffic. His house has an easement; therefore, he is concerned about the new properties' drainage onto his property.

Bill Aukeman responded to some concerns. He cleaned up many of the dead ash trees. The work that is occurring now is in regard to parcel splits on 56th Ave. He split property with the approval of Allendale Township. He currently has six residential lots on the road front of 56th Ave. The work that is occurring now is not for a planned development; it is developing the land. Some of the dirt on the property has been moved to the front of 56th Ave. He has no intention to built duplexes and would like R-2 Zoning because it allows for 80 foot lots.

Caleb Jonker of 10881 56th Ave. asked why the neighbors of this property are not notified that Mr. Aukeman is allowed to make the lots larger. He asked the Planning Commission why they are willing to rezone the property when Mr. Aukeman does not yet have a plan.

Seth Kooiker of 10961 Lance Ave. asked why the public was not notified that Mr. Aukeman split the lots. Mr. Longcore said that anyone is allowed to split lots at anytime, and state law governs this ability.

Josh Mokma of 10949 Lance Ave. requested to keep the green space behind the homes.

Chairperson Longcore closed the public comment period due to no further public comments.

Mr. Longcore addressed the public's questions and concerns:

- The township does not control the speed limit on the roads – it is governed by the county and MDOT.
- Any new development must be self-contained. Homes may not drain onto their neighbor's property. This would be considered trespassing.
- This property should have reverted to the original zoning district, but because R-1A and R-1B no longer exist, R-2 is a more logical choice for this property. R-2 does not allow for multi-family properties like apartments or duplexes. This ordinance governs existing multi-family properties that are classified under this zoning district before the ordinances were changed.
- There is no site plan to review because there is no existing site plan. The owner Mr. Aukeman is requesting this property be rezoned only at this time.
- The public would be notified if a Special Use was requested.

Mr. Schut stated that any person may request that their property be rezoned. They are not required to provide a site plan at that time.

The Commission assured the public that any property, regardless of the type, must be a permitted use under the R-2 ordinance in order to be built, including a site condominium. The Commission and the public discussed the possibility of this type of development.

The Planning Commission discussed amongst themselves and agreed that this property fits with the other properties along 56th Ave. While they originally believed that the entire property should be R-2, Mr. Schut felt that R-1 is more similar to the original zoning of the property: R1-A. It should be noted that one lot has already been sold. Mr. Longcore suggested that the 292 foot strip along 56th Ave be zoned as R-1, while the rest of the lot be R-2.

Ransford noted that a new public hearing is likely necessary if a portion of the property is recommended for the R-1 Zoning District, since the hearing was only noticed for R-2. While this is likely, Ransford

suggested that the motion carries out the desire of the Commission and he will verify with the township legal counsel if a new hearing is required for the west 292 feet of property.

Motion by Schut to make a recommendation to the Township Board a rezoning of the Meadow Lake Planned Unit Development from the expired PUD to R-2 with the exception of the west 292-foot strip of land along 56th Ave.; these lots are to be rezoned to R-1. Seconded by Adams. **Approved 6-0.**

B. Home Occupation Special Use

A. Natan Automotive – 9305 Lake Michigan Drive – Seeking to operate an automotive repair shop from an accessory building as a home occupation.

The applicant, Jorqe Ocampo, was present. Mr. Ocampo submitted the site plan prior and came before the Planning Commission on June 3, 2019. Mr. Ransford stated that the applicant has provided everything that the Commission has asked of him, with the exception of moving the garage doors to the east side of the building. The building does not allow for this change.

Chairperson Longcore opened the public comment period.

The applicant's neighbor, Edwin Goen of 9329 Lake Michigan Drive, was present. He spoke highly of Mr. Ocampo. He stated that he is a great neighbor and that there should be no problem that the doors face Lake Michigan Drive. Commissioner Schut stated that there should be no issue why the doors could not face the east side of the building. Mr. Ocampo insured that he does not work on vehicles with the garage doors open. Mr. Schut expressed concern over the dumpsters on the west side of the property. The dumpsters are Mr. Goen's, and Natan Automotive has no need for dumpsters.

Mr. Zeinstra expressed concern of the possibility of abandoned vehicles in the front parking lot. The Commission agreed that vehicles are to be serviced inside the building only, never outside of the building in the four parking spaces.

Chairperson Longcore closed the public comment period due to no further comments.

Motion by Adams to approve the Special Use Permit as present by Natan Automotive – 9305 Lake Michigan Drive – Seeking to operate an automotive repair shop from an accessory building as a home occupation. Seconded by Westerling. **Approved 6-0.**

8. Site Plan Review: None

9. Old Business: None

10. New Business:

A. Allendale Meadows Planned Unit Development Major Amendment – Parking Lot replacement and expansion

Clement Audu, from Audu Engineering Consultants, spoke on behalf of the applicant, Carlo Dileonardo. Mr. Dileonardo, the owner of Peppino's Pizzeria and Sports Grille, was also present. Mr. Audu addressed certain items including the dumpster enclosure. No information on the restaurant's dumpster was provided, only the adjacent Dairy Queen's dumpster.

The Planning Commission and the applicant reviewed various matters. The Commission was concerned about the plan for the three new catch basins, the existing sidewalk on the north side of the parking lot, and the flow of the parking spaces. The Commission agreed that the applicant should create a new plan with an appropriate, functioning parking lot with proper flow of traffic and sufficient landscaping, including landscaping irrigation that meets the current ordinance language. The existing plan does not permit suitable flow of vehicles nor correct drainage. The landscaping needs to include coverage for the lighting on the

north end of the parking lot in order to block light that may shine onto the homes in Allendale Meadows. The applicant may use asphalt as their material.

The applicant may present a plan modification for review by the Planning Commission or staff may schedule the public hearing when the plans are updated pursuant to Planning Commission direction.

11. Public Comments:

Chairperson Longcore opened the public comment period. He closed the public comment period due to no comments.

12. Township Board Reports:

Mr. Zeinstra was not present at the last township board meeting.

13. Commissioner and Staff Comments: None.

14. Chairperson Longcore adjourned at 9:07pm

Next meeting August 19, 2019 at 7:00 p.m.

◇

ALLENDALE CHARTER TOWNSHIP PLANNING COMMISSION MEETING

August 19, 2019

7:00 p.m.

Allendale Township Public Meeting Room

1. Meeting called to order

2. Roll Call:

Present: Zuniga, Longcore, Schut

Absent: Westerling, Adams, Kleinjans, Zeinstra

Staff present: Ransford

3. Received for Information: None.

4. The August 5, 2019 Planning Commission Minutes were not approved due to the presence of only three Commissioners.

5. Motion by Longcore to approve the August 19, 2019 Agenda. Seconded by Zuniga. **Approved 3-0.**

6. Public Comments for *non-public hearing items*: Chairperson Longcore opened the comment period for *non-public hearing items*. There being no comments, Chairperson Longcore closed the public comment period.

7. Public Hearings: None.

8. Site Plan Review: None.

9. Old Business: None.

10. New Business:

A. Kennels by right within the AG District and RE District

Planner Ransford provided details of an incident that resulted in the need for this upcoming Public Hearing. Numerous complaints were received about dogs and their kennels of a particular property from neighbors. This property keeps these kennels below the county's standard. Currently, kennels are regulated the same as farm animals.

The Commission discussed the difference between farm animals, domestic pets, and animals bred for both consumption and commercial use. They also discussed the implications of dogs and cats on a farm, the definition of a kennel, and whether dogs and cats could be classified as livestock, particularly in the case of breeding a dog to sell its puppies. Five dogs and/or cats are allowed per household.

A public hearing has been scheduled for the September 3, 2019 Planning Commission meeting to consider amending the use of kennels from a use-by-right to a special use within AG District and RE District.

B. Final Plat Procedures

The Planning Commission discussed whether both the Planning Commission and the Board of Trustees should review the Final Plat. The Commission discussed the implications of this procedure and agreed that that they will no longer review the Final Plat.

Planner Ransford will schedule appropriate language for an amendment.

11. Public Comments: *Chairperson Longcore opened the public comment period. He closed the public comment period due to no comments.*

12. Township Board Reports: Mr. Zeinstra was not present at this meeting.

13. Commissioner and Staff Comments:

A. Small Cell Wireless Communication Facilities

Planner Ransford explained why an applicant would want to build a small cell wireless communication facility. The state of Michigan governs the ability to build a facility. If there is evidence of need, one may be built. These facilities are placed in close proximity of each other, and typically are not on private property. The Commission discussed where they are placed and what they typically look like.

A public hearing has been scheduled for the September 3, 2019 Planning Commission meeting to consider language regulating small cell facilities.

14. Chairperson Longcore adjourned at 7:36pm.

Next meeting September 3 at 7:00 p.m.

◇

ALLENDALE CHARTER TOWNSHIP PLANNING COMMISSION MEETING

September 3, 2019

7:00 p.m.

Allendale Township Public Meeting Room

1. Meeting called to order

2. Roll Call:

Present: Adams, Schut, Zeinstra, Longcore

Absent: Westerling, Zuniga

Staff present: Planner Ransford, Attorney Sullivan

3. Received for Information: A document from Amanda Murray of Lakeshore Advantage regarding the MEDC Site Readiness Application.

4. Motion by Schut to approve the August 5, 2019 Planning Commission Minutes with a change to the third paragraph from the bottom of page two to state “must be a permitted use” rather than “ must be permitted.”
Seconded by Zeinstra. **Approved 4-0.**

5. Motion by Longcore to approve the September 3, 2019 Agenda. Seconded by Schut. **Approved 4-0.**

6. Public Comments for *non-public hearing items*:

A. Amanda Murray – Lakeshore Advantage

Jennifer Owens was present in place of Amanda Murray. She stated that this MEDC Site Readiness Grant was selected for 11800 56th Avenue. The purpose of this grant is to prepare this site for future development and assess its potential for industrial development. \$87,000 is needed to prepare the site, and \$18,000 has already been received.

If the grant were accepted, Owens stated the project would provide the following: An environmental site assessment, a boundary survey, a title search to confirm the legal owner of the property, geotechnical engineering services, a study to estimate the potential of the site as an industrial development, a building and elevation architectural layout, a schedule of construction and budget, a site plan that allows for numerous building scenarios for up to 1.7 million square feet, and the organization of all activities prior to construction.

If the grant were accepted, \$70,000 would be given to the township to bid out the services to prepare the piece of land. No money would go to the current landowner. Allendale Township would seek request for proposals. This is a federal grant, and there will be a grant agreement that the township will take on. Commissioner Adams asked how Lakeshore Advantage made profits. She replied that the township provides an annual investment to Lakeshore Advantage.

The land is currently zoned as Agricultural, and the grant does not require the land to be rezoned if accepted. Chairperson Longcore inquired about the possibility of the township rezoning the property, and if a potential rezoning would fit with the surrounding properties. The commission discussed the zoning districts around this property. This entire parcel would be included in the grant.

The Commission questioned if the road would be accessible for trucks. Owens said that the feasibility study would provide this information. The Commission was also concerned about industrial traffic.

Chairperson Longcore asked how this property was selected for the grant. Owens said this was one of 15 sites submitted as a proposal to receive the grant. Thought was put into which site has the best surrounding infrastructure and land, and the best options of the property. The Commission asked why a smaller acre lot

was not selected. Owens felt that 50 acres was required for submission. The township cannot suggest a new site because the grant is tied to this site only.

Attaining this site analysis prior to purchasing the property benefits prospective buyers. This would make the site an appealing piece of land for a developer. Both the current owner and future developer would not need to pay for this site analysis. Owens said that the owner of the property showed interest in selling the property if this site was developed.

The Commission feels that they need to have a discussion on the rezoning of the site. They will discuss the possibility of this grant at the next Planning Commission meeting. Interest was shown by the Commission to view this site in the context of the Master Plan. Lakeshore Advantage will provide additional information at the next meeting. The Township Board would need to approve this grant. A decision needs to be made regarding acceptance of the grant by October 1, 2019; however, Owens said that they could ask for an extension.

Chairperson Longcore opened the public comment period. He closed the public comment period due to no comments.

7. Public Hearings:

A. Text Amendments

- Section 5.02A2 – Permitted Uses (Kennels)
- Section 5.03L – Uses Requiring Special Approval (Kennels)
- Section 6.02A4 – Permitted Uses (Kennels)
- Section 6.03N – Uses Requiring Special Approval (Kennels)
- Section 25.05B – Exemption from the Special Land Use Permit Requirement for Wireless Communications Equipment Collocation
- Article 25(a) – Small Cell Wireless Communication Facilities

Planner Ransford recapped the information that was discussed at an earlier meeting regarding the complaints of the kennels. There were noise complaints and loose dogs on neighbor's property. Kennels are treated like cattle within the agricultural districts: they are permitted by right.

Bob Sullivan, Allendale Township attorney, stated that the township has a different desire than the county regarding kennels. The township currently does not have any control over the regulation of these kennels. Chairperson Longcore stated that there are boarding operations for horses just as there are for dogs. Mr. Sullivan replied that there is a difference between boarding an animal verses farming an animal. Mr. Zeinstra felt that dogs were not regulated under the Right to Farm Act because humans do not consume dogs like they do cattle.

The Commission discussed the right to farm, including how farming may be classified based on the purpose of the animal. Mr. Zeinstra asked if the Commission should add additional standards to the Special Use. Chairperson Longcore felt it was in the best interest to define "kennel," and the Commission needs to determine if this location is breeding the dogs for profit or boarding them for their owners.

The Commission will revisit this text amendment at the next Planning Commission meeting.

Planner Ransford recapped Article 25(a) for the Commission. In anticipation of an increase in demand for small cell wireless facilities, this amendment provides guidelines for these facilities. Municipalities are not able to control much in regards to these facilities because they are regulated by the state government. Camouflaging these facilities is limited. Mr. Sullivan said that the township ordinance mirrors what is in state law. These facilities are said to be paving the way for 5G.

Chairperson Longcore opened the public comment period on all of the text amendments. He closed the public comment period due to no comments.

Section 5.02A2, Section 5.03L, Section 6.02A4, and Section 6.03N will be revisited at the next Planning Commission meeting. Section 25.05B will be removed.

Motion by Schut to make a recommendation to the Township Board to approve Article 25a as provided. Seconded by Zeinstra. **Approved 4-0.**

8. Site Plan Review: None.

9. Old Business: None.

10. New Business: None.

11. Public Comments: *Chairperson Longcore opened the public comment period. He closed the public comment period due to no comments.*

12. Township Board Reports: Mr. Zeinstra was not present at the last township board meeting.

13. Commissioner and Staff Comments:

Mr. Ransford recapped the Hidden Shores West PUD Resolution for the Planning Commission. Pursuant to Section 1E7 of the PUD Resolution, a pocket park was supposed to be built rather than the wetland mitigation that occurred in its place. The Commission discussed the history behind this PUD, and Chairperson Longcore stated the information that he recalled. Commissioner Schut said that they may need to review the entire PUD. The Commission concluded this change is major in accordance with the related PUD, and Planner Ransford stated he wants to make sure that the Commission's expectations are met.

Township attorney Bob Sullivan found the definition of a kennel. He feels that this definition does not conflict with the Right to Farm Act.

14. Chairperson Longcore adjourned at 8:20pm.

Next meeting September 16, 2019 at 7:00 p.m.

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ALLENDALE CHARTER TOWNSHIP PLANNING COMMISSION MEETING

September 16, 2019

7:00 p.m.

Allendale Township Public Meeting Room

1. Meeting called to order

2. Roll Call:

Present: Adams, Zuniga, Longcore, Schut, Zeinstra

Absent: Westerling, (open seat)

Staff present: Ransford

3. Received for Information: None.

4. Motion by Zeinstra to approve the September 3, 2019 Planning Commission Minutes with the change of “**Approved 3-0**” to “**Approved 4-0**” on page 3. Seconded by Schut. **Approved 5-0.**

Motion by Schut to approve the August 19, 2019 Planning Commission Minutes. Seconded Zuniga. **Approved 5-0.**

5. Motion by Longcore to approve the September 16, 2019 Agenda. Seconded by Adams. **Approved 5-0.**

6. Public Comments for *non-public hearing items*:

A. Amanda Murray – Lakeshore Advantage

Amanda Murray was not present.

Chairperson Longcore opened the public comment period. He closed the public comment period due to no comments.

7. Public Hearings: None.

8. Site Plan Review: None.

9. Old Business:

A. Planned Unit Development & Site Condominium

- Allendale Place – 64th Avenue – 36 Single-family site condominium units and private road

Todd Stuive of Exxel Engineering was present to discuss the proposed revisions to Allendale Place. He summarized the changes that have been done. They are proposing 36 condos rather than the 37 that were previously proposed. One lot has been removed from what was previously proposed. He said that they are requesting one additional lot than what is allowed for bonus density. There are 3.01 acres of open space proposed – originally 2.7 acres were proposed. The depth of the land along the back of lots four through 16 has been decreased. In the open space near the pond, a pavilion is proposed rather than the original playground.

Mr. Stuive stated that the memo from Planner Ransford was incorrect – it stated that Exxel Engineering has reduced the number of bonus lots that they are seeking from three to two. Mr. Stuive stated the correct number is from two to one.

Mr. Stuive said that the pond is disconnected from the adjacent pond on Trader’s Creek. The roadway matches Trader’s Creek roadway in size – it is now 26 feet in width including curbing, and the right-of-way width also matches the right-of-way in Trader’s Creek at 52 feet.

Planner Ransford briefly explained how the applicant made revisions to the preliminary plan. The applicant is back before the Planning Commission as requested by the Planning Commission Chairperson rather than going to final review. Mr. Ransford does not recall off-hand if the number of requested bonus lots decreased from three to two or two to one, nor does he know if the original 3.2 acres of open space is correct, but based on his notes from May, that was his conclusion. Mr. Stuive has suggested that it was 2.7 acres originally. Mr. Ransford told the Planning Commission that if agreed upon, a public hearing may be scheduled.

Commissioner Schut asked Planner Ransford why the pond needed to be split. Mr. Ransford said that 51% of the homeowners of Trader's Creek needed to authorize the connection. The homeowners association of Trader's Creek did not provide the homeowners with information and did not ask the homeowners for their approval of the connection.

Chairperson Longcore expressed concern over the narrow strip of land between the two ponds, and Mr. Adams asked if there will be a culvert between both ponds. Mr. Stuive said no, and that the berm will be elevated above the 100-year flood elevation. Both ponds will be at the same elevation. The distance between the two ponds is 15 feet. Chairperson Longcore was concerned over what would happen if the two ponds connected by a breach. Mr. Stuive replied that this is why he feels it would be best to connect the two ponds, but in an event that a breach occurred, the homeowners association would be responsible to fix the issue.

Mr. Adams asked if the pond is used for detention. Mr. Stuive stated that it is used for detention and is designed for a 100-year overflow. Both ponds will rise and fall at the same rate because they are at the same elevation.

Chairperson Longcore asked the Planning Commission their thoughts about the open space. Mr. Adams wondered if the open space is accessible to everybody. Mr. Longcore replied that it seems to be that they are using the open space as a buffer to the neighbors on the opposite side of the open space. He would like to see more usually common areas. The Planning Commission discussed other developments that used open space.

Steven Hanson, a builder for the project, stated his thoughts about the pavilion. He said that people are going to use the open space for family events. He has found that people often do not like paths behind their homes. There are sidewalks to get to the pavilion. Mr. Hanson said that the pavilion will be used more than playground equipment, and he thinks that people will be drawn more to a pavilion than playground equipment.

Mr. Zeinstra said that the open space in this development seems very useable and it meets the ordinance. He would like to see more open space, but there are only so many acres available.

Staff will schedule the public hearing because the Planning Commission approves the preliminary plan revisions.

B. Kennels

Township Attorney Bob Sullivan could not be present at this meeting, but will be at the next Planning Commission meeting, if necessary. Planner Ransford recapped the draft language found in the memo. Mr. Schut asked if the age of a dog is a factor when considering if a property is determined to be a kennel. Mr. Ransford replied that dogs under the age of six months are not included in the number of allotted dogs per property before it is considered a kennel.

Mr. Schut would like to consider the current kennel that is in question. He would like to send letters to the neighbors near the kennel and to the kennel itself prior to finalizing the language of the ordinance.

Mr. Zeinstra asked if 100 feet is either necessary or adequate. He also made the suggestion to add section vi to section iv of the memo. Current operating kennels may have the possibility of being grandfathered in for the size of the property and facility. Mr. Zeinstra said that there should be evidence for how much acreage is needed per dog. He asked if there is a calculation to see how many dogs are allowed per acre.

Chairperson Longcore said that the Commission could put together an ordinance by looking at recommendations by the Humane Society. Mr. Schut felt that there does not need to be a specific number of allowed dogs because this is a matter for building code. Mr. Zeinstra recapped that he had two main concerns: the issue of keeping both the animals and the noise on the property.

Mr. Schut suggested that from 7pm to 7am dogs are not allowed outside. Chairperson Longcore said that when the ordinance is finalized, it should reference the county code Article ccc300.1.5.1. Property owners need to meet Ottawa County's fencing requirements for dog kennels.

C. Master Plan Workshop Summary

Mr. Ransford stated that 15 residents attended the Master Plan Workshop. The supported location of the town center was slightly off from where the group preferred. The Planning Commission discussed the aspects of a town center/downtown area for Allendale, and the downtown areas of townships and cities in the area.

The Planning Commission shared their thoughts regarding a town center/downtown area. The area between 68th Ave and 48th Ave. was designed for commercial use. Mr. Zeinstra mentioned that Allendale has always been a bedroom community and driving community. He felt that there is no need for a town center because Allendale does not have a high enough density to support it.

Staff will begin to draft Master Plan chapters as outlined in the Framework.

10. New Business: None

11. Public Comments: *Chairperson Longcore opened the public comment period. He closed the public comment period due to no comments.*

12. Township Board Reports: Mr. Zeinstra said that the township is working on a new web design.

13. Commissioner and Staff Comments: Mr. Adams complimented Mr. Ransford for conducting a successful Master Plan Workshop. Mr. Schut asked if the Planning Commission lost members. They said that Commissioner Kleinjans resigned.

14. Chairperson Longcore adjourned at 9:01pm.

Next meeting October 7 at 7:00 p.m.

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ALLENDALE CHARTER TOWNSHIP PLANNING COMMISSION MEETING

October 7, 2019

7:00 p.m.

Allendale Township Public Meeting Room

1. Meeting called to order

2. Roll Call:

Present: Adams, Zuniga, Chairperson Longcore, Schut, Zeinstra

Absent: Westerling, (one seat vacant)

Staff present: Planner Ransford

3. Received for Information: Handouts from Amanda Murray during the meeting.

4. Motion by Schut to approve the September 16, 2019 Planning Commission Minutes. Seconded by Zuniga. **Approved 5-0.**

5. Motion by Longcore to approve the October 7, 2019 Agenda with the change of moving new business ahead of old business. Seconded by Zeinstra. **Approved 5-0.**

6. Public Comments for *non-public hearing items*:

A. Amanda Murray – Lakeshore Advantage

Amanda Murray from Lakeshore Advantage recapped the information of the MEDC Site Readiness Grant. She stated that many companies do not grow in Allendale because of cost and lack of land. Amanda Murray is here today to see if the township would consider rezoning the land from agricultural to commercial. This fund requires the support of the township. The Planning Commission would need to make a recommendation to the Township Board that this site be rezoned. Ms. Murray would like an answer soon. There is an option of resubmitting this grant in 2020 if the township does not support it this year.

Chairperson Longcore asked why this property was selected. Ms. Murray stated that she maintains a relationship with brokers in Ottawa and Allegan County. She explained how both the township of Allendale and this site itself is positive for potential buyers. Buyers have looked at this site in the past.

Mr. Longcore said that potential buyers might be deterred because 56th Ave is Class A. Ms. Murray said that the township does not need to put money into this grant. Many companies are looking for a large track of land such as this site, and this grant would allow the buyer to see what their potential cost would be and a timeline of completion.

Mr. Zeinstra felt that the location is good for industrial development, but the road, water, and sewer would need to be updated. Mr. Longcore clarified that Lakeshore Advantage is asking the Planning Commission if the township would be willing to rezone the property. Ms. Murray said that this grant allows a potential buyer to know a timeframe for construction. A benefit to proceeding is the grant money and that the site goes on MEDC list for available properties.

This township may rezone this site as residential rather than industrial if they wish. The current owners would need to notify their neighbors that they are selling the property, and the neighbors would have first right of refusal.

Planner Ransford said that the township could not mark this property as Industrial zoning for this project only. If rezoned, any use within the District could be conducted. He said that this area is Master Planned for moderate to low density residential. Mr. Zeinstra asked if it would be ok to update the master plan to industrial if the landowner were willing.

Ms. Murray said that the next step in the process is to have the Township Board pass the grant with support of the Planning Commission. All commissioners are in support of this grant.

7. Public Hearings:

A. Meadow Lake Planned Unit Development – Township initiated rezoning to R-1, in part, of expired PUD

Bill Aukeman was present on behalf of his company and recapped the information regarding the need for rezoning of this site. Planner Ransford stated that The Planning Commission recommended that the property be rezoned to R-2 with the exception of a west strip of 291 feet be rezoned to R-1. This needed to be legally noticed, thus requiring this public hearing. Chairperson Longcore asked if the Planning Commission was here to discuss the remaining portion of the land that was suggested to be rezoned as R-2. Planner Ransford indicated the hearing is noticed for the west 291 feet to R-1.

Chairperson Longcore opened the public comment period. He closed the public comment period due to no comments.

Chairperson Longcore asked the Commissioners if they had any comments. They did not have any further comments.

Motion by Schut to recommend to the Township Board the approval of the amendment rezoning of the west 291 feet of the site to R-1 zoning and the remainder of the site to the R-2 zoning. Seconded by Zuniga. **Approved 5-0.**

B. Section 25.06Fa – Application Process, Decision

Planner Ransford explained that a cross-reference to Section 25.05(B) (2) within Section 25.06Fa remained after an amendment to Article 25, when it should have been removed. Because Section 25.05 (B) (2) no longer exists, this proposed amendment removes this reference.

Chairperson Longcore opened the public comment period. He closed the public comment period due to no comments.

Chairperson Longcore asked the Commissioners if they had any comments. They did not have any further comments.

Motion by Schut to recommend to the Township Board amended Section 25.06Fa as presented. Seconded by Zeinstra. **Approved 5-0.**

8. Site Plan Review: None.

9. New Business:

A. JMM Developers Mining Application – 12084 46th Avenue

Jack Barr was present on behalf of the applicant and recapped the purpose of this Special Use application. He stated that JMM Developers would like to mine for sand on the property. Planner Ransford said that the applicant is proposing to complete the mining and create a pond in six

years; however, Allendale Township ordinance requires five years. This property is intended for three developments in the future.

Mr. Zuniga asked if the home to the east of the site was a part of the plan. Mr. Barr replied that the property is separate. He also stated that berm will be created after topsoil is laid down.

Mr. Schut suggested that the Planning Commission follow the ordinance stating that all mining and creation of the pond be created within five years. He asked if the sand was good quality, and Mr. Barr believed the sand was class two, MDOT building material. Mr. Schut then asked about the truck route. Mr. Barr suggested that the route ends where the pavement ends, near Pingree Street. He said that the applicant has applied to the road commission for road maintenance. The first 30 feet at the site entrance will be crushed concrete.

The Planning Commission and Mr. Barr discussed the grading of the pond, and Chairperson Longcore asked about berms planned to the north on the property. Mr. Barr replied that there would be no berms to the north and no trees on the berm. Chairperson Longcore asked if the applicant would be opposed to a temporary berm to help the neighbor near the site. Mr. Barr said that the applicant would be willing to put in a berm because they want to work with the community.

Consensus was reached that staff may schedule a public hearing.

10. Old Business:

A. Kennels

Planner Ransford expressed that the concern from the Planning Commission over the drafted language was noise and odor of the dogs. Chairperson Longcore suggested that it might be worth reducing the language to reference Ottawa County's disorderly conduct ordinance. Planner Ransford was concerned what may happen if Ottawa County ever became lax in their wording of the ordinance.

The Planning Commission discussed the noise of dogs and the language of the ordinance. They determined that Allendale Township may enforce the county's ordinance if they reference such ordinance. Mr. Schut felt that acreage on the property can allow for a buffer of sound, but Mr. Zeinstra does not feel that acreage is necessary. He also asked about hours of operation for the business and when the dogs are allowed outside. He suggested that dogs should be allowed to go outside during the hours of operation. Planner Ransford said that hours of operation could be separate from the outdoor activity of the dogs.

The language to regulate kennels is only intended for agricultural and rural estate districts. Mr. Zeinstra asked about necessary parking for these businesses. Planner Ransford said that the business owner would need to produce evidence of parking space for customers.

The Planning Commission discussed their next steps and thoughts about what they need to do next. It was suggested that the Commission list what they can from the Ottawa County code with no minimum acreage needed for the dogs.

Mr. Adams suggested that the applicant provide evidence of the amount of space required for the type of dog they are boarding. Mr. Schut suggested also adding more intents of use such as boarding, training, schooling, and breeding. The Commission discussed if grooming services are considered a kennel. Mr. Zeinstra asked if there is a need for a time limit for how long dogs are at the business. Mr. Longcore suggested removing training from the list and businesses that offer grooming services exclusively. The Commission also discussed commercial areas where a groomer or kennel may reside.

Chairperson Longcore asked if it is necessary to require buildings that house dogs to be 100 feet from another structure. The Commission agreed to remove that section from the ordinance. Mr. Longcore asked if anyone was opposed to applying this ordinance to all zoning districts. It was agreed upon that neighbors within 300 feet radius of these kennels should be notified of this change.

Direction was provided to Ransford to draft revisions for the next meeting.

11. Public Comments:

Chairperson Longcore opened the public comment period. He closed the public comment period due to no comments.

12. Township Board Reports:

Mr. Zeinstra stated that the Township Board started working on their financials for next year. They have approved the fitness courts in the township park. The Township Board approved the concept of the new fire station. This may include a future maintenance building. The township would like to start on the maintenance building right away. No further dates have been made in regards to construction.

13. Commissioner and Staff Comments:

Mr. Zuniga suggested looking into the application of car dealerships in town. He stated that cars have been parked and left on the grass for weeks on time at a car dealership. He is unsure if this is permitted.

Planner Ransford said that Tallmadge Township has reached Master Plan time frame. He informed the Planning Commission that nothing significant has changed that should impact Allendale. Most of what the township worked on in the Master Plan is their plan for commercial property west towards Allendale.

14. Chairperson Longcore adjourned at 9:09pm.

Next meeting October 21, 2019 at 7:00 p.m.

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ALLENDALE CHARTER TOWNSHIP PLANNING COMMISSION MEETING

October 21, 2019

7:00 p.m.

Allendale Township Public Meeting Room

1. Meeting called to order

2. Roll Call:

Present: Westerling, Adams, Zuniga, Longcore, Schut, Zeinstra

Absent: (One seat vacant)

Staff present: Planner Ransford

3. Received for Information: None

4. Motion by Schut to approve the October 7, 2019 Planning Commission Minutes. Seconded by Zeinstra.
Approved 6-0.

5. Motion by Longcore to approve the October 21, 2019 Agenda. Seconded by Adams. **Approved 6-0.**

6. Public Comments for *non-public hearing items*:

Chairperson Longcore opened the public comment period. He closed the public comment period due to no comments.

7. Public Hearings:

A. Planned Unit Development & Site Condominium

- Allendale Place – 64th Avenue – 37 Single-family site condominium units and private road

Todd Stuive was present on behalf of the applicant. He recapped for the public the size of the property and lots, the layout and location of the site, and discussed the surrounding properties. Planner Ransford informed the public that the applicant came to the Planning Commission on May 20, 2019 and September 16, 2019. He said that the applicant asked for additional open space and changed the proposed playground to a pavilion in the open space. There have been no changes since the preliminary plan from the September 16, 2019 meeting. The Planning Commission is not the last board that would review this development – there would need to be approval from the Board of Trustees. The Planning Commission will review the Final Planned Unit Development for Allendale Place and if satisfied with the PUD, make a recommendation to the Board of Trustees.

Chairperson Longcore opened the public comment period.

Don Voogd of 6211 Timber Drive stated that he does not see why it is necessary to connect Allendale Place to Constant Drive of Trader's Creek Landing. He was concerned with the traffic in his community and does not want to see the two roads connected.

Steven Henry of 6330 Mista Drive was wondering if these proposed buildings are really condos. He felt that they look like single-family homes. He was concerned with the near by schools, amount of traffic, and the potential endangering of children who are picked up and dropped off by school buses in the area.

Kurt Bullock of 6205 Timber Drive wondered why 30 bedrooms are permitted per acre. He also shared his concern over the widening of the road in Allendale Place, the rezoning of the site, destruction of the national vegetation, wetlands, and ponds, and feels that the open space should preserve national areas as much as possible.

Chairperson Longcore closed the public comment period as no further comments were made.

Mr. Longcore addressed some of the public's questions. He said that this is a site condominium. He then asked Planner Ransford to explain the PUD. Mr. Ransford stated that in the state of Michigan, property owners are allowed to seek a plat. They can use a PUD to seek a density bonus and different amenities. Mr. Ransford explained to the public the Michigan laws and that a PUD gives Allendale Township greater control than that of a plat.

Mr. Longcore addressed questions regarding the adjacent properties. He said that the applicant chose to not stub the road because someone in the future may want to connect to Allendale Place. The Planning Commission did ask to keep as many trees to the north as possible for a buffer. He then asked the applicant to address the traffic and road development questions.

Mr. Stuive addressed the issue of the density bonus. He said that 35.3 units are permitted with the zoning of the property – the applicant is seeking one additional lot. He said that the road in Trader's Creek was stubbed to the property line with the intent of being connected with a future development. The connecting road of Allendale Place is slightly bigger than Constant Drive because that is what was required by Allendale Charter Township fire department. All of the roadways are adequate and they are not proposing to make any changes to the roads in Trader's Creek.

Mr. Longcore asked about the wetlands. Mr. Stuive said that there are no other wetlands on the site other than the drain. Mr. Adams asked if that wetland is being impacted. Mr. Stuive said that it is not, and that there are no other wetlands on the site.

Mr. Ransford stated that the township recently adopted new language that could require a traffic study but the proposed did not meet the threshold for a traffic assessment. The road commission will require the applicant to have a traffic assessment to see if a left turn lane will need to be created on 64th Ave. Mr. Longcore asked Mr. Stuive about the plan for snow plowing. He stated that there is a section regarding road maintenance in the master deed and there is an agreement between the township and Allendale Place. If the snow cannot be pushed, it will need to be moved from the site. Mr. Longcore asked if there is any parking for the mailboxes. Mr. Stuive replied that there is not.

Mr. Schut said that the road from Trader's Creek was stubbed because the development was intended to be contented with a new development in the future. Mr. Zeinstra said that Constant Drive was stubbed and permitted to be smaller than what is standard because it was intended to connect to the Allendale Charter Township center. Planner Ransford said that he will verify that documents supporting legal connection pre-exist. The fire department would need to review the PUD again if the two roads do not connect.

A member of the public asked if the retention ponds are connected. Mr. Stuive said that they are separate and there will be a strip of land between the two.

Mr. Adams said that he agrees that Constant Drive of Trader's Creek looks as though it was built to attach to something in the future.

Motion by Schut to make a recommendation to the Allendale Charter Township Board of Trustees the approval of Allendale Place with the proposed density bonus and because of compliance of the standards of Section 12.08 through adoption of the draft resolution with the condition that the Trader's Creek PUD allows the stubbed road to be connected with the proposed development at the property line. Seconded by Adams. **Approved 6-0.**

8. Site Plan Review: None.

9. Old Business: None.

10. New Business: None.

11. Public Comments:

Chairperson Longcore opened the public comment period. He closed the public comment period due to no comments.

12. Township Board Reports:

Mr. Zeinstra stated that the Township Board continues to work on their budget for the next year.

13. Commissioner and Staff Comments:

Planner Ransford said that the township looked at utility connection requirements and a modification to the subdivision ordinance. Chad Doornbos looked through the ordinance and was concerned over certain matters and noticed storm water issues. This issue will be brought to the Planning Commission at the next Planning Commission meeting. Township Supervisor Adam Elenbaas asked the Planning Commission for any suggestions for the vacant seat of the Planning Commission.

14. Chairperson Longcore adjourned at 7:45pm.

Next meeting November 4 at 7:00 p.m.

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ALLENDALE CHARTER TOWNSHIP PLANNING COMMISSION MEETING

November 4, 2019

7:00 p.m.

Allendale Township Public Meeting Room

1. Meeting called to order

2. Roll Call:

Present: Westerling, Adams, Zuniga, Longcore, Zeinstra

Absent: Schut, (one vacant seat)

Staff present: Planner Ransford

3. Received for Information:

A copy of a letter from a member of the public regarding Allendale Place.

4. Motion by Zeinstra to approve the October 21, 2019 Planning Commission Minutes. Seconded by Westerling. **Approved 5-0.**

5. Motion by Longcore to approve the November 4, 2019 Agenda. Seconded by Zeinstra. **Approved 5-0.**

6. Public Comments for *non-public hearing items*:

A member of the public said she could not hear the commissioners. Chairperson Longcore said he could not turn up the microphones.

7. Public Hearings:

A. JMM Developers Mining Application – 12084 46th Avenue

Kelly Kuiper from Nederveld was present on behalf of the applicant. Ms. Kuiper recapped the information for the public and stated that the applicant amended all of the documents to represent a 5-year mining period. The bond for the road commission was addressed by their prior work. There were minor adjustments for the setback distances of adjacent properties.

Planner Ransford told the public that the applicant has applied for 5 years of mining through a Special Use Permit. The Planning Commission previously concluded that impact studies were not necessary, fencing was in compliance, and the truck entry and landscaping was satisfactory. JMM Developers are proposing to create 3 lots after the mining is finalized.

Chairperson Longcore opened the public comment period.

Ken Rosema of 4384 Bliss St. stated that he was concerned over dust control. He felt that dust already rolls across the ground all the way to 40th Ave. He was also concerned over the depth of the pond and the impact this may have on his well. He stated that his neighbors have also expressed concern over their wells and the possibility that they may dry up. Additionally, he was concerned over erosion and if there would be a berm on the property to the east. He does like the three proposed lots that will be created after the mining is finished.

David Esther of 4500 Bliss St. said that he lives directly north of the proposed pond. He was concerned over the pond and wondered how this will affect sump pumps and water levels in his basement. He expressed that he likes the proposed plan, but would like to see a berm on the backside of the property.

Chairperson Longcore closed the public comment section due to no further comments.

Ms. Kuiper addressed the comments from the public. She stated that 25 feet is the maximum cut depth for the pond. The proposed plan includes erosion control, will be submitted to the Ottawa County Water Resources Commissioner, and is designed per Allendale Charter Township specifications and Ottawa County specifications. A fence around the site will protect adjacent properties, a berm will be constructed, and dust will be controlled on an as needed basis.

In regards to the water levels, Ms. Kuiper stated that the pond would capture its water in a deep level and does not dewater adjacent properties. The pond will not affect wells on surrounding properties and the ground water level will not fluctuate.

Chairperson Longcore stated that at the last Planning Commission meeting, it was asked if a berm could be installed for the neighbors to the north of the pond. The applicant would be willing to put in a berm or trees for a barrier. Commissioner Adams asked Ms. Kuiper if the water in the pond is pulled from the neighbor's wells. Ms. Kuiper said that the wells are pulled from an aquifer, not the ground water. Chairperson Longcore asked about dust control. Planner Ransford said that the applicant will water the area as necessary, as noted on the plans, and will respond if the township receives any complaints.

Motion by Zeinstra to approve the resolution with all the information stated therein in addition to adding a berm along the north neighbor's property line on the plan. Seconded by Adams. **Approved 5-0.**

8. Site Plan Review: None

9. Old Business:

A. Allendale Meadows Planned Unit Development Major Amendment – Parking lot replacement and expansion, Peppino's

Clement Audu was present on behalf of the applicant. He stated that the owner of Peppino's would like to leave the existing parking lot the same except resurfacing the lot. They would like to postpone changes to the existing parking lot. The owner is concerned over losing parking spaces.

Mr. Ransford stated that there is language in the PUD provisions that allow for reduction of requirements in regards to curbing. Mr. Adams verified that the applicant wishes to resurface the existing parking lot, and he felt that curbing would be a nice improvement to the parking lot and create a cohesive look when the future parking lot is created. Mr. Zeinstra would prefer to see curbing on the existing parking lot, but would not require it in this proposed change. Both Mr. Zuniga and Mr. Longcore agreed with Mr. Zeinstra's statement, but Mr. Longcore still feels that the entire lot needs to be redone.

The Planning Commission agreed that when the applicant updates the new lot, it will have to be curbed. They discussed the islands, landscaping, and possibility of the owner losing parking spaces. Mr. Ransford said that the Planning Commission has the authority to request changes to the lot that they see fit because the PUD has been opened. Mr. Longcore felt that because the PUD has been opened, they should ask for the site to be changed, including taking the sidewalk out. This will create more space for parking spaces. Mr. Audu expressed concern over the power lines that are under the sidewalk and the tree roots that are near the power lines.

Mr. Ransford said that this was brought to the Planning Commission prior to the final plan review in order to correct or modify plans. Mr. Longcore said to the applicant that the Planning Commission has given them all of the guidance that they can give at the moment, and Mr. Zeinstra felt it is much better to have a strip of parking along the north side of the parking lot.

10. New Business:

A. Hidden Shores Annual Mining Review

Planner Ransford is representing on behalf of the applicant even though the applicant was supposed to appear. Separately, the applicant has applied to amend Phase 3 of their development, so if questions are raised for the applicant regarding the mining report, they can be answered during that amendment process. An annual performance report is required; however, Hidden Shores was not asked in the past for this submission. They are challenging this requirement in regards to future reports. The applicant will return to the Planning Commission if required by the Planning Commission.

The Commission discussed that they developed this process in order to give a timeframe to mining operations. The Planning Commission was unsure what would happen if the application is closed but Hidden Shores West decides they want to continue mining in the future. The mined sand has been removed from the site, and if Hidden Shores West would like to claim that they are done with their removal, the engineer should go to the site and check on these claims. The Commission felt that the applicant can decide if they would like to close the application as long as the consequences are understood. Prior to this process, the site, including vegetation, will need to be restored. Township staff will contact the applicant regarding their appearance at a future Planning Commission meeting.

B. Fox Meadows Site Condominium Amendment Request

Ed DeYoung was present on behalf of the applicant. He explained the proposed site, their plan to defer the sidewalk, a proposed crosswalk, and changes to landscaping. In lieu of street trees, it is proposed to plant trees in the yard of the lots closer to the owner's homes.

Mr. Longcore asked the applicant about a member of the public who is very upset over the proposed development. Mr. DeYoung has spoken to this person and addressed many of his issues.

Mr. Zeinstra questioned why there is a need to build the sidewalk within a couple of years. Mr. Ransford said that there is concern that if the money is in escrow for a certain amount of time, it may be used elsewhere, and that the township attorney said the funds need to be used for this property pathway. The Commission discussed the potential deferment of funds, the legality of leaving the funds in escrow, and using the funds for a sidewalk along Pierce Street.

Motion by Zeinstra to delete the sidewalk on the west side of Fox Den up to the proposed crosswalks at the mailboxes, and to accept the trees in the front yards in lieu of the street trees. Seconded by Zuniga.

Approved 5-0.

Mr. Ransford was directed by the Commission to contact the township engineer about using the Pierce Street easement and what the challenges are in terms of topography. Mr. Zeinstra asked if this development is a site condominium. Mr. DeYoung stated that it there is one association, but a combination of site condominium and metes and bounds splits. The potential to give this association the money rather than the township was discussed. Township staff will speak with Bob Sullivan, Allendale Charter Township attorney about deferring these funds.

11. Public Comments:

Chairperson Longcore opened the public comment period. He closed the public comment period due to no comments.

12. Township Board Reports:

Mr. Zeinstra said that there was a public reading of a PUD. They have finalized the budget and just need to have a public hearing.

13. Commissioner and Staff Comments:

Chairperson Longcore asked Planner Ransford for an update on Allendale Place. Mr. Ransford said that staff checked the Trader's Creek file and they did not have any documentation that would allow for the two

roads to be connected. Trader's Creek offered a solution in the form of a gate or signs to deter crossing between the two developments, which was deemed unacceptable to the Chairperson based on the condition of the Commission, as well as the Fire Department, and additional staff. Their counsel has drafted a document that both developments would need to sign in relation to connecting the roads. Township attorney Bob Sullivan will review this document. Mr. Ransford is unsure what percentage of the property owners will need to approve this document in order to connect the roads. The Allendale Charter Township Fire Department does not like the idea of a gate between the two roads. There is neither type of documentation nor backup for this stubbed road. The Planning Commission discussed the previous buildings on the property and surrounding properties.

The Allendale Place applicants needed to prove that Constant Drive of Trader's Creek was intended to connect to a future development. The Planning Commission put conditions on their approval of Allendale Place so they either need to revise their plans or come up with a solution.

Both Planner Ransford and Commissioner Zeinstra will be on vacation at the first December meeting.

14. Chairperson Longcore adjourned at 8:29pm.

Next meeting November 18, 2019 at 7:00 p.m.

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ALLENDALE CHARTER TOWNSHIP PLANNING COMMISSION MEETING

November 18, 2019

7:00 p.m.

Allendale Township Public Meeting Room

1. Meeting called to order

2. Roll Call:

Present: Westerling, Adams, Zuniga, Longcore, Schut, Zeinstra (arrived at 8:14pm)

Absent: (open seat)

Staff present: Planner Ransford

3. Received for Information: None

4. Motion by Adams to approve the November 4, 2019 Planning Commission Minutes with the exception of changing "Commissioner Adams asked Ms. Kuiper that the water in the pond is not pulled from the neighbor's wells" to "Commissioner Adams asked Ms. Kuiper if the water in the pond is pulled from the neighbor's wells" in the second to last paragraph of Section 7. Seconded by Zuniga. **Approved 5-0.**

5. Motion by Longcore to approve the November 18, 2019 Agenda with the change of switching 9 A. and 9 B. Seconded by Zuniga. **Approved 5-0.**

6. Public Comments for *non-public hearing items*:

Chairperson Longcore opened the public comment period. He closed the public comment period due to no comments.

7. Public Hearings: None

8. Site Plan Review: None

9. Old Business:

A. Allendale Crossings Planning Unit Development Major Amendment, Preliminary Review – Self-storage Facility

Jack Baar, on behalf of the applicant, reviewed the revised plans for the Planning Commission. He stated that they are proposing to install a full irrigation system and would like to use rolled curb because this stays consistent with the majority of the curbing in the area. The applicant would accept high-back curbing, but would rather use rolled curb. At the previous Planning Commission meeting, they proposed using split face block material. Now, they are proposing a composite material.

Stuart Johnson was also present on behalf of the applicant. He said that it is their goal to make this building look residential rather than like a commercial, storage building. He would rather use the composite material than brick for this reason. They will not be incorporating a three-foot hedgerow, but rather trees and natural buffering.

Planner Ransford summarized for the Planning Commission the history of this preliminary review. At the previous meeting, the Planning Commission asked the applicant to reduce lighting at the residential property line. Chairperson Longcore then asked the Commission their thoughts on the curbing. Mr. Schut felt that rolled curbing would be allowed. Mr. Baar stated that there is almost a 3-inch exposure of curbing. Mr. Schut said that he would rather have the applicant adhere to the ordinance in order to protect the landscaping and preventing someone from driving over the edge of the curb.

The Commission suggested that there might be an issue of improper drainage behind building number two. Mr. Baar disagrees. He said that there has been no geotechnical work on the property, and explained the building materials in relation to the ground underneath the building. Mr. Baar said that the catch basins are away from the curb line in order to avoid the fiber optics under the curbing. They also discussed the buffer of trees, and Mr. Schut suggested a wrought iron fence instead of only trees. He would like to see the addition of fencing and gates.

Arby's Restaurant has agreed to let the applicant pile snow on their property. Mr. Adams would like to see a building elevation from the perspective of Lake Michigan Drive. Mr. Johnson said that the building will use board and batten siding. Mr. Longcore asked if there was a way to incorporate a decorative garage door. Mr. Johnson replied that it is difficult economically because a decorative door is not as durable as the proposed door. He suggested using residential light fixtures and man doors in order to give a more residential feel to the building, and they would like to use a four-panel door for the garage.

The Planning Commission discussed the lighting levels and ADA requirements. The applicant is required to provide one ADA compliant unit that is a barrier free space. The Commission expressed concern over the parking spaces between the buildings, and Mr. Adams asked if a fence is required on the retaining wall.

Mr. Schut asked if the applicant would better show the architecture at a later time. Mr. Zuniga does not like how there are parking spots between the buildings. Mr. Baar does not feel that customers will use these parking spots. Mr. Johnson said that they would rather have the parking spaces be used as green space. The Commission and the applicant discussed the possibility of moving the parking spaces and adding more green area to the property.

Mr. Schut suggested that the Commission require one parking space per 4,000 square feet rather than 2,000 square feet, and the Commission also suggested adding additional trees along the east driveway. Township staff will schedule a public hearing at the next available Planning Commission meeting following revisions to the plans pursuant to the Planning Commission direction.

B. Kennels

Planner Ransford recapped the information and changes regarding the kennels. Township Counsel has reviewed and approved of the changes. He stated that they have yet to determine the minimum size area a dog may be kept in over night. Harbor Humane Society said that they use a guideline that states the area needs to be generally two-times the size of the dog.

Commissioner Schut wondered how Section 14.03R – Uses Requiring Special Approval pertained to outdoor space for dogs to use the restroom. The Commission discussed the definition of a kennel and veterinary services, and if a veterinary clinic monitors the dogs when they are let outside of their building. Chairperson Longcore suggested that the veterinary clinic becomes by definition a kennel when the staff let the dogs outside alone. He also suggested that the clinic might claim that they do not need to abide by this ordinance because they are permitted by right.

There were multiple suggestions amongst the Commission, including eliminating “except that outdoor runs are prohibited” in Section 14.03R of the ordinance, requiring a Special Use Permit for a kennel, and a Special Use Permit is for 20,000 square foot space or greater, and updating the ordinance to no longer include C1 and C3 districts because they do not exist.

Planner Ransford will bring the changes back to the Planning Commission at another time.

10. New Business:

A. Public Utility Connections

- Subdivision Ordinance amendments
- Zoning Ordinance amendments

Planner Ransford recapped the proposed revisions to the Subdivision Ordinance (ACTSO) and Zoning Ordinance (ACTZO.) The Commission has worked on these revisions for some time, the Superintendent of Public Utilities has been concerned over the water language, and the Planning Commission suggested to be removed from the Final Plat process.

The Planning Commission discussed the ordinance and previous subdivisions where there was negotiation in regards to well and public water. Mr. Zeinstra suggested removing the section that refers to private roads in the proposed revision. He felt that lots that are more than one acre may have a well unless they are within 200 feet of a water main. Commissioner Adams stated that he would like to see an overlay of 1000 feet from the water mains in 200, 500, and 1000-foot increments.

The Planning Commission would like Chad Doornbos, the Superintendent of Public Utilities, to come to a Planning Commission meeting. They would like Mr. Doornbos to bring the water mains master plan and a diagram that shows the 200, 500, 1000-foot radius from the water mains.

11. Public Comments:

Chairperson Longcore opened the public comment period. He closed the public comment period due to no comments.

12. Township Board Reports:

Commissioner Zeinstra said they are working on the job descriptions for both the Township Clerk and Supervisor and the wages for the Township Board.

13. Commissioner and Staff Comments:

Commissioner Schut asked if the Planning Commission would apply this kennel ordinance to the kennel that received complaints. Planner Ransford stated that the business would not be affected under this ordinance if they rebuilt the building the same as the previous building. Mr. Schut asked if the owners would need to apply for a Special Use Permit. Mr. Ransford said that they would need to apply for a Special Use Permit if they are not back in operations before this ordinance is passed. The Township has not been made aware if they are currently in operation. Mr. Zeinstra discussed how this building would need to be built to code and wondered if this ordinance can be applied to existing facilities. Township staff may schedule a public hearing.

Planner Ransford and Mr. Zeinstra said they both would be absent from the December 2, 2019 meeting.

14. Chairperson Longcore adjourned at 9:24pm.

Next meeting December 2, 2019 at 7:00 p.m.

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ALLENDALE CHARTER TOWNSHIP PLANNING COMMISSION MEETING

December 16, 2019

7:00 p.m.

Allendale Township Public Meeting Room

1. Meeting called to order

2. Roll Call:

Present: Westerling, Adams, Longcore, Schut, Kelley, Zeinstra

Absent: Zuniga

Staff present: Emma Posillico (on behalf of Planner Ransford)

3. Received for Information: Letter from Irene Stellard regarding the Public Hearing.

4. Motion by Schut to approve the November 18, 2019 Planning Commission Minutes. Seconded by Adams.
Approved 6-0.

5. Motion by Longcore to approve the December 16, 2019 Agenda. Seconded by Zeinstra. **Approved 6-0.**

6. Public Comments for *non-public hearing items*:

Chairperson Longcore opened the public comment period. He closed the public comment period due to no comments.

7. Public Hearings:

A. Proposed text amendment to the Allendale Charter Township Zoning Ordinance regarding kennels (Sections 3.29, 5.02A2, 5.03L, 6.02A4, 6.03N, 14.02P, 14.03S, 15.02, 15.02A & 32.12)

Emma Posillico explained to the public how the Planning Commission is considering a text amendment to the zoning ordinance in regards to kennels. She explained the draft language that changed after the last Planning Commission meeting. The Commission agreed that a dog that is outside of an enclosed area needs to be attended by an employee. The Commission also removed the prohibition of outside runs, permitted the use of a dog run when an employee is present, and made other minor administrative changes.

Ms. Posillico stated that Planner Ransford and Supervisor Elenbaas met with local kennel owners. The Township attorney confirmed that existing kennels will be grandfathered as an existing use; however, once a kennel is either expanded, or the use ceases, the kennel will be subject to regulations that are current at that time. The Township would be willing to provide a letter to the existing kennel owners stating that they are grandfathered in as an existing use.

Chairperson Longcore opened the public comment period.

Christine Wistrom of 9841 84th Ave was present to represent Whispering Oaks Kennel. She does not approve of this ordinance. She wonders how and why the Township is attempting to regulate her dog's bathroom breaks. She stated that her kennel helps support many businesses in Allendale.

David Rozema of 7897 Pierce St. owns a kennel in Allendale. He would like to say thank you for sending out the notice of the Public Hearing. He questioned in the ordinance how all of the kennels needed to be operated as a special use and if the annual review is in addition to the annual review done by the County. He was also unsure about the inside and outside runs, when an employee needed to be with the dogs, and expressed concern over the block of time that dogs need to be kept inside overnight.

Shelly Holstege of 9773 84th Ave. expressed two concerns: noise and loose dogs. She lives next to one of the kennels in Allendale. She thinks the sound proofing would be a great idea. She has been woken up in the night because of the dogs in both the outside building and the fenced in area. Dogs have also been loose on her property, including one time two years ago when 20 dogs were in the front of her property. Her biggest concerns are the noise and loose dogs because it happens frequently.

Larry Boonstra of 7845 Pierce is two doors down from a kennel. He stated that they hear dogs, but know that will happen because of their agricultural zoning district. He is in favor of supporting the local kennels.

Chairperson Longcore closed the public comment period due to no further comments.

Chairperson Longcore stated that the Township does not currently have an ordinance that governs kennels. If a resident were to complain, there would be nothing to regulate a kennel. Ms. Posillico stated that there is a noise ordinance for any complaints about noise, but there is nothing else in place. This ordinance is based heavily on Ottawa County's animal control provision. She explained the term "grandfathered" in relation to the kennels. She said that an owner is able to continue their operation of their kennel as it currently exists without the application of the new regulations. If an owner expands their operation in either land or structures or ceases to operate the kennel, they would no longer be grandfathered.

Ms. Posillico explained a Use by Right in relation to the Agricultural district. She said that the zoning ordinance includes a list of permitted uses for each zoning district. Currently, the Agricultural district permits the operation of kennels under the farm animal use. As proposed, this ordinance states that kennels will be special uses. If a resident would like to open a new kennel, they would need to apply and be approved by the Planning Commission. They would also be subject to an annual review.

Longcore addressed the comment regarding when a dog is supposed to be supervised by an employee and the block of time when dogs can be outside. Ms. Posillico stated that the Rozemas suggested that the block of time is set as a case-by-case basis. If this were the case, the applicant would specify on their Special-Use application the sixteen-hour time block.

The Commission discussed the sixteen-hour window of time that a dog would be permitted to go outside and the parameters of a new kennel operating in an agricultural district that is surrounded by subdivisions. Mr. Schut stated that dogs are not an animal that is covered under the Right to Farm Act. The Commission discussed removing the set block of time that dogs can be outside and allowing the applicant write in their sixteen-hour window of time.

Mr. Schut suggested to request any further resident concerns in writing and have proposed revisions to the draft ordinance come back to the Planning Commission at the next meeting.

8. Site Plan Review: None.

9. Old Business:

A. Subdivision Ordinance Amendments – Chad Doornbos

Chad Doornbos, the Allendale Township Superintendent of Public Utilities, was present with a map of the water mains for the Planning Commission. Chairperson Longcore stated that they are looking at requiring new private roads to connect with the water main. Mr. Doornbos stated that if a water main is in front of a home, the owner is required to connect, whether the drive is private or not. Mr. Doornbos and the Commission discussed Fox Meadows, a site condominium, that does not have access to the water main, and Placid Waters, a PUD, in regards to water access. Mr. Doornbos discussed plans for future water mains, their long-term plan with Coopersville's water line, and growth of the Township.

Mr. Longcore asked about the area of 48th Ave. and Warner St. Mr. Doornbos stated if a development went in this area, the water mains would need to be installed. Mr. Longcore requested to see a map of the radiuses from future water mains, as shown on the Township's Capital Improvement Plan.

10. New Business:

A. DeYoung Mining Report

Ms. Posillico stated that this is the first annual report for DeYoung Mining, and she explained to the Commission that the memo also lists the requirements and conditions of the Special Use Permit. It appears that the applicant is in compliance with the conditions of the Special Use Permit. The applicant already addressed the complaint that they received.

B. Placid Waters Mining Report

Ms. Posillico stated that this was an older Special Use Permit so she does not have the conditions provided in the memo, but the applicant has stated in their letter that the mining is complete and the water is at a near normal level. The remaining sand on the properties is expected to be sold and removed in 2020. Mr. Schut said that he liked how the other mining report contained the conditions.

C. Proposed 2020 Meeting Dates

Motion by Schut to approve the proposed 2020 Planning Commission Meeting dates as presented.
Seconded by Adams. **Approved 6-0.**

11. Public Comments:

Chairperson Longcore opened the public comment period.

Carlo DiLeonardo of Peppinos's expressed his desire to open a couple of parking spots in the back of his parking lot. Mr. Longcore said that when Mr. DiLeonardo's representative was in front of the Planning Commission, the Commission told him that they wished to see a complete, cohesive parking lot.

Ms. Posillico suggested that Mr. Audu of Audu Engineering Consultants draw a sketch of the proposed parking lot. The sketch should be given to Planner Ransford who can explain to the applicant the next steps in the process of reviewing the PUD amendment.

Chairperson Longcore closed the public comment period due to no further comments.

12. Township Board Reports:

Mr. Zeinstra stated that the Township Board is very close to completing the budget process.

13. Commissioner and Staff Comments:

Chairperson Longcore welcomed the new Planning Commissioner Ryan Kelley.

14. Chairperson Longcore adjourned at 8:17pm.

Next meeting January 6, 2020 at 7:00 p.m.

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