

**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

April 17, 2017

7:30 p.m.

Allendale Township Public Meeting Room

1. Call the Meeting to Order
2. Roll Call:
Present: Longcore, Schut, Zeinstra, Zuniga
Absent: Adams and Knoper
Staff Present: Township Planner Greg Ransford and Township Attorney Crystal Bultje
3. Received for Information:
4. Motion by Zeinstra to approve the April 3, 2017 Planning Commission Minutes with changes to the 2nd sentence on the 2nd page. Sentence will read as follows: Commissioners discussed the necessity of *interconnection* drives and the consensus was that it is not necessary with the private drive *access*. Seconded by Schut. **Approved 4-0**
5. Motion by Longcore to approve the agenda as presented. Seconded by Zeinstra. **Approved 4-0**
6. Public Comments for *non-public hearing items*: None
7. Public Hearing:
 - A. Tentative Preliminary Plat
 - Dewpointe West Phase 3
 - 59 Single-family residentialAdam DeYoung introduced the project.
Planner Ransford reviewed the process and his memorandum for this project.
Chairman Longcore opened the public comment section of the public hearing.
Jack Boers asked about the time table for the 64th St. road improvements and what the intentions are regarding that project.
Chairman Longcore closed the public comment section of the public hearing.
Mr. DeYoung stated that the road is a township project so he does not have the exact time table for that project but he believes that it is in the design phase and scheduled for construction late summer into fall.
Discussion amongst Commissioners, Planner Ransford, and Mr. DeYoung regarding the plan review report dated April 12, 2017 from the Township engineers, Fleis and Vandenbrink.
Motion by Schut to approve the Tentative Preliminary Plat for Dewpointe West Phase 3 with the condition that they meet the requirements set forth in the review report from the Township engineers dated April 12, 2017, with the exception of the bullet point that requires the 10 ft. sideyard setback for utilities. Seconded by Zuniga. **Approved 4-0**
 - B. Text Amendments
 - Section 20.04 – Hearing on Application
 - Section 23.12B1 & 23.12B2 – Private Roads and Streets
 - Section 29.01D – Procedure for Changes

Planner Ransford reviewed his memorandum regarding all three text amendments.

Chairman Longcore opened the public comment section of the public hearing.

No comments were received.

Chairman Longcore closed the public comment section of the public hearing.

Commissioners discussed the wording in regards to applying the Ottawa County Road Commission Standards, and whether or not they wanted to reference the “current” standards versus referencing “August 26, 2010 and any subsequent amendments thereto”.

Motion by Schut to recommend approval to the Township Board amendments to the Section 20.04, Section 23.12B1 & 23.12B2, and Section 29.01D as proposed with the amendment to Section 23.12B1 & Section 23.B2 to remove “adopted on August 26, 2010 and any subsequent amendments thereto” and to add the word “current” before Ottawa County in each Section 23.12B1 & 23.12B2. Seconded by Zuniga. **Approved 4-0**

8. Site Plan Review:

A. Grand Valley Dentistry

- Seeking site plan approval for a dentistry office and space for lease
- 5128 & 5150 Lake Michigan Drive, Parcel Number 70-09-25-200-060 and 70-09-25-200-075 PT

Don DeGroot from Exxel Engineering introduced himself and Craig Baker as being there on behalf of the applicant to present the project.

Planner Ransford reviewed his memorandum regarding the Final Review for the Grand Valley Dentistry Site Plan Application.

There was discussion regarding parking lot aisle width. Mr. DeGroot stated that they will adjust the plan to meet the 26 ft. requirement.

Chairman Longcore asked if the applicant addressed the elevations in regards to the slope of the sidewalk. Mr. DeGroot said that they did and the slope of the sidewalk meets the maximum of 2%.

Commissioner Schut brought up the dumpster enclosure and Mr. DeGroot assured the commissioners that it would follow the ordinance requirements.

Also discussed was the stamped colored concrete requirement through the drive.

Commissioner Schut addressed the fact that there is not any room for snow storage and that the applicant will be spending a lot of money on snow removal during snowy winters and wanted to make sure that they understood that.

Motion by Zeinstra to approve the Grand Valley Dentistry Final Site Plan with the following conditions:

- That the dumpster enclosure be masonry to match the building as stated.
- The parking dimensions be modified as discussed to meet the 26 ft. aisle requirement and will be approved by staff.
- That they meet the Water/Sewer and Township Engineer’s requirements.

Seconded by Zuniga. **Approved 4-0**

9. Old Business:

A. Article 25 – Wireless Communications Towers and Antennas

Township Attorney, Crystal Bultje, went over the proposed changes to Article 25.

Commissioners discussed setbacks and current requirements versus the proposed language. They decided that the language in Section 25.04C1 regarding the Township Engineer's responsibility should be revised.

Common consensus between the commissioners was to strike Section 25.04R, regarding the maximum height of 70 feet within 2,500 feet of M-45, from the Article.

Commissioners discussed revising the maximum height in Section 25.04S for the wireless communications facilities and agreed to make the maximum height 225 feet.

Commissioners asked for that the wording in Section 25.04V be revised.

Attorney Bultje confirmed that meeting minutes would be sufficient in fulfilling the requirement of approving or denying an application in writing.

The Planning Commission set the Public Hearing for the Article 25 Zoning Text Amendment as May 15, 2017.

10. New Business:

A. Subdivision Ordinance

- Proposed amendment to Section 5.3(m) Street Trees

Planner Ransford reviewed his memorandum regarding the proposed amendment to Section 5.3(m).

Commissioners discussed the wording of Section 5.3(m)(4) in regards to a waiver being granted.

Additional revisions were discussed and the Planning Commission directed Planner Ransford to make changes for review at the next meeting.

11. Public Comments: None

12. Township Board Reports:

Commissioner Zeinstra reported that the Board was wondering if the Planning Commission members had a preference in brand or any specifications/programs for the tablets and/or laptops. Commissioners referenced Adobe as a program to use. And also discussed future packets and ways organize them electronically.

13. Commissioner and Staff Comments:

Planner Ransford and Commissioners discussed items on the Work Program and what to work on next.

Commissioners discussed whether or not Findings of Fact paperwork is necessary going forward.

14. Chairman Longcore adjourned the meeting at 9:52 p.m.

Next meeting May 1, 2017 at 7:30 p.m.

