

**ALLENDALE CHARTER TOWNSHIP  
PLANNING COMMISSION MEETING**

*May 1, 2017*

*7:30 p.m.*

*Allendale Township Public Meeting Room*

1. Meeting called to order at 7:30 p.m.
2. Roll Call:  
Present: Longcore, Schut, Adams, Knoper, Zuniga  
Absent: Zeinstra  
Staff Present: Planner Greg Ransford and Jon Currier, Allendale Water and Sewer
3. Received for Information:  
Prints of the JIMDI addition site plan and dumpster enclosure.
4. Motion by Schut to approve the April 17, 2017 Planning Commission minutes as presented.  
Seconded by Zuniga. **Approved 5-0**
5. Motion by Longcore to approve the agenda with changes to switch old business items so the Side Yard setback would be Item A and Subdivision Ordinance would be Item B. Seconded by Schut.  
**Approved 5-0**
6. Public Comments for *non-public hearing items*:  
Gary Stroven representing JIMDI asked the Planning Commission about their opinion regarding the proposed dumpster enclosure. Mr. Stroven is going through the process of an administrative approval for an addition to the JIMDI building and Planner Ransford and Zoning Administrator, Kirk Scharphorn Jr., wanted direction from the Planning Commission regarding the enclosure. The consensus between the Commissioners was that the enclosure matched the building in regards to the building materials so that was acceptable, but the enclosure did need to have a gate to it.
7. Public Hearing:
8. Site Plan Review:
9. Old Business:
  - A. Side Yard Setback Minimum of Ten Feet in Planned Unit Developments
    - Jon Currier, Water and Sewer Department

Mr. Currier explained the reasoning behind the Water and Sewer Departments request to the Planning Commission that they set the side yard setback on the left side of the property to ten feet. The main reasons behind this request is to make sure that there is enough room for the water lines to be put in without being under the driveway or too close to other utility lines.

Commissioners and Planner Ransford discussed the fact that this setback should be carried over into other residential zoning districts to make it all uniform. Commissioners directed Planner Ransford to go through and draw up amendments to make the proposed changes to the setbacks for residential buildings.
  - B. Subdivision Ordinance
    - Proposed amendment to Section 5.3(m) Street Trees
      - Utility conflict language
      - Number of street trees
      - Modification of street trees

Mr. Currier talked about how the Planning Commission and Water and Sewer Department could work together on planting details to keep plantings away from fire hydrants or valves.

Commissioner Knoper stated that their approval of landscaping hinges on staff review and water/sewer review of placement of hydrants and valves in regards to acceptable placement of landscaping. And that staff has the authority to move plantings as long as the amount of plantings is there.

Commissioners discussed referencing the Water/Sewer spec book and making sure that developers and homeowners know that they need to comply with what Water/Sewer specifies as acceptable placement of any plantings or landscaping.

Mr. Ransford explained the changes that have been made to the ordinance to address the issues that the Commissioners had discussed at the last meeting.

The Planning Commission directed Planner Ransford to change the language of “anywhere within the lot” to the same location language as the section before it and incorporate that change with the isolation distances provided by the Water/Sewer Department.

10. New Business:

A. 2017 Work Program

- # 10 – Discuss if an option for private roads should include, but not replace, allowing a lesser right-of-way width and/or physical improvements (width, material, etcetera) in some instances

Planner Ransford presented some examples from Tallmadge Township and Robinson Townships to show some options for changing the right-of-way width and/or physical improvements on private roads.

Commissioner Schut pointed out that one goal of the Planning Commission has been to maintain a rural community, but to pave private roads would not be preserving the rural character of the land.

Commissioners discussed easements and maintenance agreements for these private roads.

Planner Ransford will move ahead and draft an amendment to the ordinance for the Planning Commission to review.

11. Public Comments: None received

12. Township Board Reports:

13. Commissioner and Staff Comments:

Planner Ransford was asked by the owner of Kennedy Lake to ask the Planning Commission if he could move ahead and make what was a public street in the original approved site plan into a private street without coming back in front of the Planning Commission. And common consensus between commissioners was that yes it needs to come back to the Planning Commission for private road special use approval.

14. Chairman Longcore adjourned the meeting 9:27 p.m.

**Next meeting May 15, 2017 at 7:30 p.m.**

