

**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

May 15, 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, Kleinjans
Absent: Zeinstra
Staff Present: Planner Greg Ransford
3. Received for Information:
Personal letter for allowing a Bed and Breakfast in Allendale.
4. Motion by Schut to approve the May 1, 2017 Planning Commission minutes as presented.
Seconded by Zuniga. **Approved 6-0**
5. Motion by Longcore to approve the agenda with the change of moving Old Business to Item 10 and new business to Item 9. Seconded by Schut. **Approved 6-0**
6. Public Comments for *non-public hearing items*
 - A. Linda Falstad – Ottawa County Farmland Preservation Program
Ms. Falstad explained the program, how it works, and how it is funded.
 - B. Carol Thome presented her letter and requested the Planning Commission consider allowing a Bed and Breakfast be set up in Allendale.
 - C. Luke Merriman from the Farmland Preservation Board spoke regarding the Ottawa County Farmland Preservation Program.
7. Public Hearing:
 - A. Text Amendments
 - Article 25 – Wireless Communications Towers and AntennasPlanner Ransford reviewed the purpose of modifying Article 25 and the reasons for the modification.

Planner Ransford and Commissioners discussed the height of poles in the right of way. Chairman Longcore opened the public comment section of the public hearing.

There was comment from the public that if the height of the structure is lowered there will be a need for more structures, and to promote co-location.

Chairman Longcore closed the public section of the public hearing.

Chairman Longcore asked for clarification on the height and what it is in regards to? Planner Ransford answered that it is for a maximum of 35 ft. for poles in the right of way.

Commissioners discussed the setbacks, camouflaging and height of structures in the residentially zoned districts. Commissioners agreed to revise Section 25.04R as presented by Planner Ransford and directed Ransford to consult with the township attorney regarding certain prohibition options in residentially zoned districts.
8. Site Plan Review:

9. New Business:

A. O'Reilly Auto Parts – Allendale Crossings Planned Unit Development – Final Development Plan

Josh Ligon representing O'Reilly Auto Parts introduced the project and explained that they have made changes per staff comments.

There was much discussion and commissioners requested that the applicant provide the following details:

1. An access easement to connect to the adjacent parking lot to the west.
2. An access easement for the north and south connection points to the east property.
3. A conceptual development on the east lot to show connection locations are feasible to provide said access.
4. Widen the north access pavement to 20 feet.
5. A bench location along the sidewalk connection at Lake Michigan Drive.
6. Provide color, texture, depth in architecture and a change in materials for the building façade to better meet the intent of the Allendale Crossings PUD Ordinance language.
7. Modify the dumpster door hinges to comply with the Allendale Crossings PUD Ordinance/Zoning Ordinance as well as appropriately locate the rear bollard posts. The height of the brick base for the ground sign shall be provided. A minimum brick height of at least three (3) feet applies and a maximum overall sign height of ten (10) feet is permitted. Remove plan noted that inadvertently references a pole sign.

The Commissioners also concluded that they would amend the Allendale Crossings Planned Unit Development Ordinance to; allow parking in the front yard as presented and pursuant to Section 5B1; remove the Boyne Boulevard sidewalk requirement; allow the proposed access connections to the east rather than a front yard travel lane; require an easement to connect to the west property line that must be improved with pavement at the time the west property is required to connect to the O'Reilly property; require an eight (8) foot wide sidewalk adjacent to the south side of the building and not require a drive apron sidewalk pursuant to Section 5B6 and; allow overnight parking of commercial vehicles as proposed at the rear of the building.

10. Old Business:

A. Section 23.12 – Private Roads and Streets

- Proposed text for private roads in the AG District (2017 Work Program)

Planner Ransford presented his memorandum regarding the proposed text for private roads in the AG District.

Commissioners discussed the grade of the road. Planner Ransford will get some examples of specific roads and their grade for the Commission to be able to compare the grades.

Commissioners discussed minimum lot size requirements and also the maximum number of lots that a private road may service.

Discussion was tabled until next meeting.

11. Public Comments: None

12. Township Board Reports: None

13. Commissioner and Staff Comments:

Commissioners discussed the price and the progress of obtaining Surface Pro tablets for the Planning Commissioners.

Chairman Longcore welcomed the newest member of the Planning Commission, Sharon Kleinjans.

Planner Ransford updated the Commissioners on possible upcoming projects that may be coming through for Planning Commission approval.

Commissioners and Planner Ransford discussed the possibility of allowing a Bed and Breakfast as a Special Use.

14. Chairman Longcore adjourned the meeting at 10:52 p.m.

Next meeting June 5, 2017 at 7:30 p.m.

