

**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

June 19, 2017

7:30 p.m.

Allendale Township Public Meeting Room

1. Call the Meeting to Order
2. Roll Call:
Present: Longcore, Adams, Knoper, Schut, Zuniga, Kleinjans – arrived at 7:40.
Absent: Zeinstra
Staff Present: Planner Greg Ransford
3. Received for Information: Public Health Report for Kennedy Lake Estates
4. Motion by Schut to approve the June 5, 2017 Planning Commission Minutes as presented.
Seconded by Zuniga. **Approved 5-0**
5. Motion by Longcore to approve the agenda with the change of moving New Business in front of Old Business. Seconded by Schut. **Approved 5-0**
6. Public Comments for *non-public hearing items*: None
7. Public Hearing: None
8. Site Plan Review: None
9. New Business:
 - A. Kennedy Lake – Private Road and Site Condominium Application
Randy Feenstra, representing the applicant, introduced the project and addressed items in Planner Ransford’s memorandum regarding this project.

Planner Ransford noted a few things from his memorandum. His main concern is that there is appropriate documentation for the future connection to the west.

Planner Ransford pointed out that there will need to be a Public Hearing for the Private Road and recommended the July 17 meeting as a possible date to hold the Public Hearing.

Commissioners discussed continuing the sidewalk on 60th Ave. (lots 1 and 13). They discussed requiring the sidewalk for lots 1 and 13 possibly before construction of the houses on those lots was completed as there would be an unknown length of time where there would be gaps in sidewalk. Commissioners decided to require the sidewalk be put in within 2 years from the date the as-builts are submitted to the Township.

Planner Ransford and Commissioners discussed the soil borings and the locations of those borings.

Planner Ransford confirmed with the Commissioners that they would like the berm inspected by the Township Engineer.

Commissioner Knoper asked for clarification on the depth of the lake and asked if it was provided on the plans and the applicant confirmed that it was on the plans.

B. Lighthouse Community Church – Site Plan Application

- Determination of minor vs. major

Steve Witte from Nederveld, representing Lighthouse Community Church, introduced the project and their request to the Planning Commission.

Planner Ransford reviewed his memorandum.

Commissioners discussed the screening of the roof top equipment.

Also discussed were the façade requirements and materials to be used for the façade. The commissioners requested that the applicant come back with a 3D rendering for the exterior that shows the material and colors.

Commissioners discussed the changes and whether they are minor or major changes to the special use. The Commissioners all agreed that it is a minor change to the special use.

Commissioners suggested checking with MDOT to see about the option of having a 3-lane entrance/exit since there is only one access point.

10. Old Business:

A. Article 25 – Wireless Communications Towers and Antennas

Planner Ransford reviewed his memorandum and proposed language.

Commissioners discussed adding language to include utility easements for co-location to existing structures along with the right-of-way.

Commissioners directed Planner Ransford to seek Township legal counsel’s help in adding language that would allow the Planning Commission to require a Letter of Credit from applicants in case the towers become abandoned and need to be taken down.

Motion by Schut to recommend to the Board the amendments to Article 25 – Wireless Communications Facilities with the modifications discussed with reference to road right-of-way also to include any associated utility easements of Section 25.04R and to include a section referencing requiring a Letter of Credit from the applicant in case they abandon the tower and fail to properly decommission the site. Seconded by Zuniga. **Approved 6-0**

B. Section 23.12 – Private Roads and Streets

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

There was much discussion regarding grade requirements and possible language. And the Commissioners settled on 7% as the maximum grade.

Commissioners directed Planner Ransford to change the language to say Cul-de-sacs *shall* be required rather than saying Cul-de-sacs may be required.

Commissioners discussed the amount of sand and gravel required and proper drainage. They decided on 12” for sand and 6” gravel with proper drainage.

Commissioners talked about the minimum acreage for lots on a gravel private road. Common consensus was that 10 acre lot minimum with a maximum number of 5 lots serviced by that road.

Consensus from the Commissioners was 30 ft minimum for the easement.

Commissioners directed Planner Ransford to change the wording of Section 23.12B3 from *bituminous* to *paved surface*.

Commissioners directed Planner Ransford to make the appropriate changes and to schedule the Public Hearing for the next available meeting on July 17.

11. Public Comments: None

12. Township Board Reports: None
13. Commissioner and Staff Comments:
Planner Ransford asked the Planning Commission about Zimmer Development's request to postpone the construction of a sidewalk for Phase 1 along West Campus Dr. and Lodge Dr. until Phase 2 is entirely completed. Concern was brought up regarding the 52nd Ave sidewalk that has not been completed yet and that was required. The Commission's consensus was to not allow the postponement of the sidewalk.
14. Chairman Longcore adjourned the meeting at 10:08 p.m.

Next meeting July 17, 2017 at 7:30 p.m.

