

**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**
Minutes of a Meeting held March 19, 2018
7:30 p.m.
Allendale Township Public Meeting Room

1. Meeting called to Order
2. Roll Call:
Present: Adams, Knoper, Longcore, Schut, Zeinstra, Zuniga
Absent: Kleinjans
Staff Present: Planner Greg Ransford
3. Received for Information: A letter from the Crockery Township Planning Commission, dated February 6, 2018, was discussed by the Commissioners. Moving forward with their Township Master Plan, the Crockery Planning Commission invites comments from the Allendale Township Planning Commission. Planner Ransford was asked to monitor and report on Crockery Township planning developments as needed.
4. Motion by Knoper to approve the March 5, 2018 Planning Commission Minutes as presented. Seconded by Schut. **Approved 6-0.**
5. Motion by Longcore to approve the Agenda as presented. Seconded by Zeinstra. **Approved 6-0.**
6. Public comments for *non-public hearing items*: None
7. Public Hearings: None
8. Site Plan Review: None
9. Old Business: The Commissioners discussed proposed amendments to the Allendale Charter Township Zoning Ordinance and the Allendale Charter Township Subdivision Ordinance.

Mr. Jon Currier, with Allendale Public Works, was present to provide background for the Township.

Among discussion of the proposed amendments, revisions provided to Planner Ransford from the proposed language include:

- *Sec. 3.17 – Setbacks to Public Utilities*: Commissioners suggested inclusion of the word “residential” for clarification. Compliance from developers with this setback provision on previously approved projects will be sought if possible.

- *Section 21A.03 – General Regulations:* Commissioners clarified that reference to underground irrigation applies to commercial interests, not to residential property. The Commissioners determined a clear space of not less than five (5) feet is needed around fire hydrants and other public utility features.
- *Front Yard Landscaping:* The Commissions discussed the addition of two (2) ornamental trees for lots subject to site plan review.
- *Section 5.3 – Required Improvements:* The Commissioners discussed and directed Planner Ransford to clarify the authority for guidance on curb and gutter construction. A suggestion included “Curb and gutter are required and shall be constructed in accordance with the standards and specifications adopted by the Ottawa County Road Commission.”
- *Street Trees:* The Commissioners noted the size of trees at maturity should be calculated to ensure alignment with zoning requirements.

10. New Business: None

11. Public Comments: None

12. Township Board Reports: None

13. Commissioner and Staff Comments:

In response to the query about the non-motorized pathway, the Parks and Recreation Committee will review and discuss the issue in an upcoming meeting in approximately two months. Concurrently, Township Supervisor Adam Elenbaas has indicated via correspondence that the scope and area of the matter is changing, due to new developments.

Planner Ransford reported that he had received a recommendation from the township legal counsel and Supervisor Elenbaas that the process concerning the proposed Article 9 Zoning Text Amendment Ordinance should be restarted given the length of time between its proposal and now.

Planner Randsford advanced a question from a potential business occupant, Wendy’s, concerning the corner of 48th Avenue and Lake Michigan Drive. Representatives of the franchise questioned whether additional parking is required if outdoor seating was provided. The Commissioners indicated, within reason, more parking spaces would not be required if outdoor seating was provided.

14. Meeting adjourned at 9:25 PM.

Next meeting April 2, 2018 at 7:30 p.m.