

**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

January 3, 2022

7:00 p.m.

Allendale Township Public Meeting Room

1. Call the Meeting to Order
2. Roll Call:
Present: Longcore, Zuniga, Zeinstra, Chapla, Westerling
Absent: Adams and Nadda
Staff Present: Planner Greg Ransford
Public: Terry Van Dyken, Terry Vissers, Curtis Moran, Chris Adamson
3. Received for Information:
4. Motion by Zeinstra to approve the December 20, 2021 Planning Commission Minutes as presented.
Seconded by Zuniga. **Approved 5-0**
5. Motion by Longcore to approve the January 3, 2022 Planning Commission Agenda with the change of moving New Business ahead of Old Business. Seconded by Zeinstra. **Approved 5-0**
6. Public Comments for *non-public hearing item*:
Chairperson Longcore opened the public comment section for non-public hearing items.
Terry Van Dyken introduced the project proposed to the Township Board for moving and preserving an Allendale One-Room Schoolhouse. Looking for input and expertise from the Planning Commission.
Chairperson Longcore closed the public comment section
7. Public Hearings: None
8. Site Plan Review: None
9. Old Business
 - A. Annual Mining Report
 - Bliss Street
Curtis Moran reported that they are wrapping up this project and are waiting on final numbers for water levels. Consensus from the Commissioners was that they were satisfied with the report.
 - B. Text Amendment
 - Alternative Energy
Planner Ransford introduced the sample language provided from the Tallmadge Charter Township Zoning Ordinance.
Commissioners discussed the options of having different ordinances or different sections within a single ordinance to regulate the different types of alternative energies.
Commissioners directed Planner Ransford to continue to draft language specific to Allendale.

C. Election of Officers

Motion by Westerling to nominate Mr. Longcore as Chair, Mr. Chapla as Vice-Chair and Mr. Zuniga as Secretary. Seconded by Zeinstra. **Approved 5-0**

10. New Business:

A. Text Amendments

- Section 3.19 – Tree Preservation

Planner Ransford had requested more information from the Board as to why this amendment had been sent back to the Planning Commission for revisions and was told that some Board members saw it as an overreach of government. Mr. Zeinstra confirmed that this was the case. Commissioners commented that they weren't looking to regulate the cutting of every tree, but just be able to oversee the clear-cutting a property for development. Mr. Zeinstra will talk further with the Board regarding tree preservation language.

- Section 24.06H – Waste Disposal Facilities

Commissioners discussed the reasoning behind the updated language.

Motion by Zeinstra to recommend to the Board the approval of the revision of Section 24.06H. Seconded by Zuniga. **Approved 5-0**

- Section 24.06J – Building Appearance

Commissioners discussed and concurred that this language should not include duplexes.

Motion by Zeinstra to recommend to the Board the approval of the revision of Section 24.06J regarding building appearance regarding multi-family dwellings. Seconded by Westerling. **Approved 5-0**

- Zero-yard setbacks

Commissioners directed Planner Ransford to schedule the public hearing for this amendment.

11. Public Comments

Chairperson Longcore opened the public comment section. No comments were made, and he closed the public comment section.

12. Township Board Reports

Mr. Zeinstra reported that the Board had their last meeting for 2021 and approved some end of the year budget items, updated Library fines and fees and the Township approved opting into the National Opioid Settlement.

13. Commissioner and Staff Comments: None

14. Chairperson Longcore adjourned the meeting at 7:56 p.m.

Next meeting January 17, 2022 at 7:00 p.m.

Planning Commission Minutes respectfully submitted by Kelli McGovern



**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

January 17, 2022

7:00 p.m.

Allendale Township Public Meeting Room

1. Call the Meeting to Order
2. Roll Call:
Present: Longcore, Zuniga, Zeinstra, Chapla, Adams, Nadda and Westerling
Staff Present: Planner Greg Ransford, Kevin Yeomans
Public: Greg & Tammy Hotcheson, Chris Adamson, Sam Sterk, Mitch Koster, Richard Barber, Don DeGroot, Taylor Calkins, Kellen Keck, Todd Stuive

3. Received for information:
4. Motion by Chapla to approve the January 3, 2022 Planning Commission Minutes as presented. Seconded by Zeinstra. **Approved 7-0**
5. Motion by Longcore to approve the January 17, 2022 Planning Commission Agenda as presented. Seconded by Zuniga. **Approved 7-0**

6. Public Comments for *non-public hearing items*:

Chairperson Longcore opened the public comment section for non-public hearing items.

Kellen Keck – support of short-term rentals.

Chris Adamson – Complaint of ongoing construction on a property neighboring his.

Chairperson Longcore closed the public comment section.

7. Public Hearings:

A. Map Amendment Application

- 5380 Lake Michigan Dr. – 70-09-25-100-102 PT
- 5316 Lake Michigan Dr. – 70-09-25-100-072
 - Requesting rezoning from R-2 to GC

Todd Stuive with Exxel Engineering, representing the applicant, Bass River Development, presented the request to rezone the property from R-2 to GC.

Planner Ransford reviewed his memo and explained to the public what was being requested and the process of rezoning.

Chairperson Longcore opened the public comment section of the public hearing:

Greg Hotcheson business owner of property across the street from the proposed property – inquired what type of commercial building would be going in.

Chairperson Longcore closed the public comment section.

Chairperson Longcore stated that application is just to rezone the property to GC and that no particular building has been applied for. Planner Ransford confirmed and explained that the applicant would have to come back for site plan review for when they would like to build.

Consensus by Commissioners was that this application makes sense in relation to the commercial properties across the road.

Motion by Chapla to recommend approval of the rezoning of 5380 and 5316 Lake Michigan Dr. from R-2 to General Commercial to the Board. Seconded by Westerling. **Approved 7-0**

8. Site Plan Review: None

9. Old Business: None

10. New Business:

A. Tentative Preliminary Plat Application

- Churchside Estates – 70-09-25-300-050 & 70-09-25-300-060
 - 75 single-family residential lots

Don DeGroot with Exxel Engineering, representing Mitch Koster and Biltmore LLC, introduced the project.

Planner Ransford reviewed his memo and noted a few items in the memo.

Mr. Adams asked for clarification on the concern brought up by Chad Doornbos, Superintendent of Public Utilities, regarding the sanitary sewer that needs to go underneath the county drain and whether the approval should be held up until this concern is addressed. Mr. DeGroot answered that he did not believe that the Tentative Preliminary Plat approval would need to be withheld, that worst case scenario would be that if there were to be an issue the 1st phase of the project would be shrunk to just Churchside Dr. Commissioners discussed approving this Tentative Preliminary Plat without the final approval from the Public Utilities and Water Resources Commission. Consensus was that they could approve it, because ultimately the applicant would need the final approval from those entities to move forward with construction.

Commissioners would like to invite Mr. Doornbos to the public hearing to be available for more explanation.

Commissioners directed Planner Ransford to schedule the public hearing for this project.

B. 2022 Work Program

Mr. Zeinstra inquired about adding short-term rentals or Airbnb discussion to the list. Commissioners agreed that it would be a good addition to the list.

Mr. Longcore asked about adding the alternative energy language to the list.

Commissioners discussed the order of priority.

Motion by Zeinstra to approve the 2022 Work Program as discussed. Seconded by Westerling. **Approved 7-0**

C. 2021 Annual Report

Motion by Chapla to approve the 2021 Annual Report as presented. Seconded by Adams. **Approved 7-0**

11. Public Comments:

Chairperson Longcore opened the public comment section.

Ken Murillo – resident of Allendale thanked the Commission for putting the Airbnb on the work program and asked that they look at moving it up on the priority list if the State approves legislation.

A business owner spoke regarding trees covering signs and buildings on Lake Michigan Dr.

Chairperson Longcore closed the public comment section.

12. Township Board Reports

Mr. Zeinstra reported that they just had their first meeting of the year and had a budget amendment. Also, he asked more about the tree preservation. And the Board responded that they do not feel that we have the authority to regulate the trees on someone's property.

13. Commissioner and Staff Comments:

Planner Ransford addressed the letter regarding the request from staff to look at a moratorium on self-storage facilities and where they are allowed.

14. Chairperson Longcore adjourned the meeting at 8:03 p.m.

Next meeting February 7, 2022 at 7:00 p.m

Planning Commission Minutes respectfully submitted by Kelli McGovern



**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

February 7, 2022

7:00 p.m.

Allendale Township Public Meeting Room

1. Call the Meeting to Order
2. Roll Call:
Present: Longcore, Zuniga, Adams, Nadda
Absent: Zeinstra, Chapla, Westerling
Staff Present: Planner Greg Ransford, Kevin Yeomans
Public: Chris Adamson
3. Received for Information:
4. Motion by Nadda to approve the January 17, 2022 Planning Commission Minutes as presented.
Seconded by Adams. **Approved 4-0**
5. Motion by Loncore to approve the February 7, 2022 Planning Commission Agenda as presented.
Seconded by Zuniga. **Approved 4-0**
6. Public Comments for *non-public hearing item*:

Chairperson Longcore opened the public comment section for non-public hearing items.

A. Fire Station Update – Kevin Yeomans

Mr. Yeomans provided an update to the Planning Commissioners on the status of the Fire Station Project including a few minor changes to the plans.

Commissioners asked Mr. Yeomans about plans for the current building and any plans to update that building. Mr. Yeomans stated that there will be spaces opened when the Fire Department moves into their own building, but no plans yet to make any updates to the current building.

No more comments were made, and Chairperson Longcore closed the public comment section.

7. Public Hearings:

A. Text Amendments

- Section 4.01D – Zoning Districts
- Article 8 – [Title change]
- Section 13A.05(3) – Area Regulations, Side Yard
- Section 13A.05(4) – Area Regulations, Rear Yard
- Section 14.05B – Area Regulations, Side Yard
- Section 14.05C – Area Regulations, Rear Yard
- Section 14.07 – Moratorium
- Section 15.05B – Area Regulations, Side Yard
- Section 15.05 C – Area Regulations, Rear Yard
- Section 16.06 B – Area Regulations, Side Yard
- Section 16.06C – Area Regulations, Rear Yard

Planner Ransford introduced the Amendments.

Chairperson Longcore opened the floor to public comments. No comments were made, and he closed the public comment section and opened for Commissioner and Staff comments.

Motion by Adams to recommend adoption of all proposed text amendments to the Board. Seconded by Zuniga. **Approved 4-0**

8. Site Plan Review:

9. Old Business:

A. Master Plan

Planner Ransford reviewed the history of the Master Plan discussion. Planner Ransford presented the revised Future Land Use map.

Mr. Adams inquired as to the process of review. Planner Ransford responded that the Township will notify surrounding municipalities and then after the required 63 days of waiting for feedback from the municipalities there will be a public hearing held.

Commissioners directed Planner Ransford to send the proposed Master Plan on to the Township Attorney for review.

B. Renewable Energy Language

Planner Ransford reviewed his memo regarding the draft language to permit renewable energy uses within the Township.

Commissioners discussed the language and the differences between the different types of alternative energy producers and the options that they would have as a Planning Commission if the requests would come in.

Commissioners would like legal counsel to review and make suggestions and would like to review again when the full Commission would be available.

10. New Business: None

11. Public Comments:

Chairperson Longcore opened the public comment section.

An attendee asked if the Master Plan is available on the Township website and Planner Ransford responded that he believed that there is a link on the website but will clarify with staff.

Mr. Yeomans updated the Planning Commission that there is some departmental work being done on the Planning and Zoning Department to improve processes.

No more comments were made, and Chairperson Longcore closed the public comment section.

12. Township Board Reports:

Board liaison was not here to provide a report.

13. Commissioner and Staff Comments:

Question regarding the Master Plan on the website, and Mr. Yeomans informed the Commission that there is a link on the website to the Fresh Coast Planning website where the updates of the Master Plan are posted.

14. Chairperson Longcore adjourned the meeting at 8:03 p.m.

Next meeting February 21, 2022 at 7:00 p.m.



**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

February 21, 2022

7:00 p.m.

Allendale Township Public Meeting Room

1. Call the Meeting to Order

2. Roll Call:

Present: Longcore, Adams, Nadda, Westerling, Zeinstra, Zuniga

Absent: Chapla

Staff Present: Planner Greg Ransford, Kevin Yeomans

Public Present: Philip Alderink, Brandi Sickmund, Dana Pearson, Sean Sickmund, Emily & Dathan Tenter, Jeff Seaver, Ana Pelhank, Don DeGroot, Zack Koster, Klynt Marcusse, Jordan Bremer, Chris Adamson, Leah Bectel, Doug Poland, Rick Pulaski

3. Received for Information:

Email from Jefferson Seaver regarding the public hearing, so this will be addressed at public hearing.

4. Motion by Nadda to approve the February 7, 2022, Planning Commission Minutes as presented. Seconded by Adams. **Approved 6-0**

5. Motion by Longcore to approve the February 21, 2022, Planning Commission Agenda as presented. Seconded by Zeinstra. **Approved 6-0**

6. Public Comments for *non-public hearing item*:

Chairperson Longcore opened the public comment section for non-public hearing items. No comments were made, and Chairperson Longcore closed the public comment section.

7. Public Hearings:

A. Tentative Preliminary Plat Application

- Churchside Estates – 70-09-25-300-050 & 70-09-25-300-060
 - Seeking 75 single-family residential lots

Don DeGroot with Exxel Engineering, representing the applicant, presented the request for Tentative Preliminary Plat.

Planner Ransford reviewed his memo and explained to the public as to what was being requested and what is involved in completing the plat process.

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

Brandi Sickmund, Allendale – why it is necessary to connect the new development to the existing neighborhoods as it will create more traffic in the existing neighborhoods?

Dathan Tenter, Allendale - asked about the pond that will be going in behind his property and commented that he is not excited about the development.

Seeing no more comments Chairperson Longcore closed the public comment section.

Mr. DeGroot responded to the comments stating that the connection of the neighborhoods was planned, and the current streets are stubbed for these connections. He also stated that the proposed pond will provide 2 functions. First, it will provide fill for the construction of the roads and second it will provide stormwater management.

Chairperson Longcore referenced the email from Jefferson Seaver stating that Mr. Seaver has concerns about wetlands and whether the development is properly addressing these designated wetlands. Mr.

DeGroot stated that the County Drain is considered a stream to EGLE and that they have submitted for permits with the state to work in these regulated areas.

Mr. Nadda asked about the construction traffic and Mr. DeGroot stated that the construction traffic for the infrastructure would be coming in off 52nd and would not be coming through the neighborhood. Mr. Yeomans clarified that this is not the building traffic, this is only the construction traffic regarding building the road and infrastructure, not the home building traffic. Once the roads are constructed the builders can use them to travel to and from the work sites.

There were questions regarding the current water and sewer capabilities and the plans that were presented. Mr. DeGroot stated that Chad Doornbos, Superintendent of Public Utilities, has reviewed the plans and has expressed concerns regarding the current plan. If these plans do not pass his review, then the applicant will proceed with Phase 1 of the project and wait until a lift station is installed to service the southwest portion of the project.

Motion by Adams to recommend approval of Churchside Estates Tentative Preliminary Plat to the Board, noting that the street block can be over 1000 feet long and that the trees as described can be eliminated as required by the Ottawa County Road Commission, with the condition that they receive approval from EGLE and Water Resources, and any other required agency. Seconded by Zeinstra.

Approved 6-0

8. Site Plan Review: None

9. Old Business: None

10. New Business:

A. Map Amendment Applications

- Philip Alderink – 5713 Lake Michigan Dr.
 - Seeking rezoning from R-1 to GC

Mr. Alderink introduced his project for seeking rezoning of his property from R-1 to GC.

Planner Ransford reviewed his memo.

The Commissioners directed Planner Ransford to schedule the public hearing.

- Klynt Marcusse – 5630 Lake Michigan Dr.
 - Seeking rezoning from R-2 & R-3 to GC

Mr. Marcusse introduced his project for seeking rezoning from R-2 & R-3 to GC.

Planner Ransford reviewed his memo.

The Commissioners directed Planner Ransford to schedule the public hearing.

B. Special Use Application

- Wendy's Restaurant – 4755 Lake Michigan Dr.
 - Seeking 2,163 square foot sit-down and drive-through restaurant

Rick Pulaski with Nederveld, representing the applicant, introduced the project. He explained that in the General Commercial Zone that a restaurant with a drive-through is required to have at least 1 acre and they have 1.78 acres. The applicant is asking for deferred parking stating that based on their calculations and previous buildings the 35 parking spaces requested is sufficient parking for the site.

Planner Ransford reviewed his memo and stated that the application process is a two-step process, with this meeting serving as a Q & A for the Commission and the possible second step being the public hearing.

The Commissioners discussed the process involving the deferred parking including how to monitor the situation and how to determine when more parking would be required to be put in place. Mr.

Longcore explained how this has been done in the past and that the determination of would mainly be complaint driven. Consensus among Commissioners was that the deferred parking would be acceptable.

Commissioners discussed the sidewalk, connection from the gas station and the pedestrian traffic.

Commissioners opined that an inventory of trees and landscaping should be taken to use the trees and landscaping that exist on the site to the north and east for the required buffer areas. Mr. Zuniga brought up low visibility of the site from the road due to the number of trees. The applicant stated that they would be willing to do the inventory and alter the proposed front yard landscaping to provide more visibility at the front of the site.

Mr. Zeinstra asked questions regarding the exterior and lack of brick on the building. The applicant addressed this and stated that aesthetically the proposed exterior is more pleasing, and Commissioners requested information on the durability of the proposed materials.

Mr. Zuniga stated that the drawing has the rooftop units being taller and able to be seen from the road. He stated that those need to be covered in some way with the plans brought back to show that they are covered.

Commissioners would like the applicant to revise the plans accordingly and return to the Commission before scheduling the public hearing.

11. Public Comments:

Chairperson Longcore opened the public comment section.

Chris Adamson, Allendale – requested a bike rack at Wendy’s, also asked about power lines running across the proposed Churchside Estates.

Seeing no more comments, Chairperson Longcore closed the public comment section.

12. Township Board Reports:

Mr. Zeinstra reported that several amendments that were recommended by the Planning Commission were reviewed by the Board for their 1st reading and several were reviewed for their 2nd reading and the Board approved the new fire building.

13. Commissioner and Staff Comments:

Mr. Adams commented that True Value was parking Penske trucks for rent in the front. There was discussion if that was allowed. Mr. Yeomans will check with staff on if this is allowed.

Mr. Yeomans stated that staff noted Commissioner comments in the last meeting regarding difficulty finding information on the Township website regarding the Master Plan and has updated the Planning and Zoning Department page to better highlight information on the Master Plan.

14. Chairperson Longcore adjourned the meeting at 8:39 p.m.

Next meeting March 7, 2022 at 7:00 p.m.

Planning Commission Minutes respectfully submitted by Kelli McGovern



**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

March 7, 2022

7:00 p.m.

Allendale Township Public Meeting Room

1. Call the Meeting to Order
2. Roll Call:
Present: Longcore, Adams, Zuniga, Chapla, Nadda, Zeinstra
Absent: Westerling
Staff and Guests Present: Planner Greg Ransford, Kevin Yeomans, Mark Kidd, Ana Pelhank
3. Received for Information:
4. Motion by Zeinstra to approve the February 21, 2022 Planning Commission Minutes as presented.
Seconded by Nadda. **Approved 6-0**
5. Motion by Longcore to approve the March 7, 2022 Planning Commission Agenda as presented.
Seconded by Zuniga. **Approved 6-0**
6. Public Comments for *non-public hearing item*:
Chairperson Longcore opened the public comment section for non-public hearing items. No comments were made, and Chairperson Longcore closed the public comment section.
7. Public Hearings: None
8. Site Plan Review: None
9. New Business:
 - A. Site Plans
 - Conifer Creek – 4815 Becker Drive
 - Seeking 12 unit and 35 bed multi-family housing

Steve Witte from Nederveld, representing the applicant, introduced the project and read a letter from the applicant who could not attend the meeting. He also addressed items in Planner Ransford's memo.

Planner Ransford reviewed his memo and noted that the next step, if the Commission was ready to move forward, would be a public hearing.

Commissioners and Mr. Witte discussed the turn radius for the garbage truck and whether the proposed dumpster location would be suitable and allow for easy access. Mr. Witte was asked to either change the dumpster access or double check that the turning radius will work.

Mr. Witte explained that the landscaping has been moved at the request of the DPW to keep any plantings from being on top of a utility line.

Commissioners discussed if the project meets the standards of the University Park PUD. Consensus was that it does, and they directed Planner Ransford to schedule the public hearing.
10. Old Business:
 - A. Special Use Application
 - Wendy's Restaurant – 4755 Lake Michigan Drive
 - Seeking 2,163 square foot sit-down and drive-through restaurant

Steve Witte from Nederveld, representing the applicant, introduced the proposed Wendy's restaurant to be located at 4755 Lake Michigan Drive. Mr. Witte reviewed the items that the Planning Commissioners had discussed at the previous meeting when the Wendy's project was introduced.

Commissioners discussed with Mr. Witte the pedestrian walk and trying to minimize possible conflicts between pedestrian traffic and vehicle traffic entering off of Lake Michigan Drive.

Commissioners discussed the existing trees and whether to require an inventory of the existing trees to enforce the replacement of trees in the event of trees dying off or a storm knocking them down. Mr. Witte suggested that he put a note on the plans the required number of trees and shrubs and if any of the existing trees and shrubs die or are knocked down the developer would have to replace to the required amount stated on the plans. Commissioners agreed that this would be acceptable.

Commissioners would like to see stone or brick on the bottom of the building to match other buildings along the Lake Michigan Drive corridor. Commissioners also noted that the material proposed for the freezer/cooler is acceptable as well as the front yard landscaping.

Commissioners directed Planner Ransford to schedule the public hearing.

B. Text Amendments

- Section 23.20 – Renewable Energies

Planner Ransford reviewed his memo and his conversations with the Township Legal Counsel.

Commissioners discussed the changes.

Mr. Zeinstra inquired if there is any state regulation to the renewable energy sources. Planner Ransford will check to see if there is any available. Planner Ransford will draft a second version incorporating the discussion of the Commissioners.

- Mini-warehouses and self-storage facilities discussion

Planner Ransford reviewed his memo and Mr. Yeomans discussed the history of why this is being discussed.

Commissioners discussed the different options for where they thought these facilities would be appropriate, and if these facilities are appropriate uses in the General Commercial Zoning District.

C. Work Program – Section 36 Industrial Zoning District properties

Planner Ransford stated that he reached out to the property owners and explained what the Planning Commission was looking at and how that would affect their property. There is one property that the owners would like to remain Industrial. Planning Commissioners decided to take no action and leave the properties as they are currently zoned.

11. Public Comments

Chairperson Longcore opened the public comment section.

Seeing no comments, Chairperson Longcore closed the public comment section.

12. Township Board Reports

Mr. Zeinstra reported that at the last Township Board meeting, they approved the Centennial Farm rezoning, the moratorium for self-storage facilities, and the amendments for zero-yard setbacks. And that the Planning and Zoning Department is looking at fees and escrows

13. Commissioner and Staff Comments

Mr. Adams asked about the follow-up about the Penske trucks. Mr. Yeomans stated that Steve Kushion, our Zoning Administrator is looking into that.

Mr. Zuniga asked about the canopies around Hungry Howie's that are tattered and if there is anything that can be done about that.

Mr. Yeomans reported that the fire station project is moving forward.

14. Chairperson Longcore adjourned the meeting at 9:12 p.m.

Next meeting March 21, 2022 at 7:00 p.m.

Planning Commission Minutes respectfully submitted by Kelli McGovern



**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

March 21, 2022

7:00 p.m.

Allendale Township Public Meeting Room

1. Call the Meeting to Order
2. Roll Call:
Present: Longcore, Westerling, Adams, Zuniga, Nadda, Zeinstra
Absent: Chapla
Staff and Public Present: Planner Greg Ransford, David and Nancee Kraker
3. Received for Information:
4. Motion by Nadda to approve the March 7, 2022 Planning Commission Minutes as presented. Seconded by Zeinstra. **Approved 6-0**
5. Motion by Longcore to approve the March 21, 2022 Planning Commission Agenda as presented. Seconded by Adams. **Approved 6-0**
6. Public Comments for *non-public hearing item*:

Chairperson Longcore opened the public comment section for non-public hearing items. No comments were made, and Chairperson Longcore closed the public comment section.

7. Public Hearings:
 - A. Map Amendment Applications
 - Philip Alderink – 5713 Lake Michigan Drive
 - Seeking rezoning from R-1 to GC

Planner Ransford reviewed the project for the Planning Commission and the public.

Chairperson Longcore opened the public comment section for this public hearing item.

David Kraker, a resident of Allendale and neighbor to the property in question, is against rezoning this property to GC citing traffic issues and potential effect on property value as concerns. Mr. Kraker also had questions regarding setbacks for buildings, parking lots and dumpsters to adjacent property lines, and what type of visual barrier would be required between GC and residential lots.

Alan Supran, a resident of Allendale, has questions regarding lighting that would go on this GC property. Mr. Supran also concurred with Mr. Kraker regarding traffic issues.

Seeing no more comments, Chairperson Longcore closed the public comment section.

Chairperson Longcore addressed the comments regarding traffic and crosswalks stating that those items are out of the Planning Commission's jurisdiction, those fall under MDOT's jurisdiction. Lighting is regulated and in the site plan process applicants would have to provide a photometric plan to show that lighting would not spill out onto neighboring properties. Planner Ransford spoke regarding the setbacks and stated that parking lots would have to be 30 feet from any property line which abuts a residential property. There would be buffering required between the properties in the form of a greenbelt with various plantings and the Commission could also require a fence or other visual barrier. Planner Ransford clarified that the barrier typically goes from the start of the front yard setback.

Commissioners discussed the best use of this property and agreed that Commercial was the best use and that the Commission is very diligent in reviewing site plans and trying to protect

neighboring properties. They also encouraged the public to come to the meetings to voice their opinions when a new project is proposed.

Motion by Adams to recommend approval of the rezoning of 5713 Lake Michigan Dr. from R-1 to General Commercial to the Board based on Section 29.01D of the Zoning Ordinance.

Seconded by Westerling. **Approved 6-0**

- Klynt Marcusse – 5630 Lake Michigan Dr.
 - Seeking rezoning from R-2 & R-3 to GC

Mr. Klynt Marcusse and Planner Ransford introduced the project for public hearing.

Chairperson Longcore opened the public comment section for this public hearing item.

A resident asked about the parcel that was seeking rezone. Mr. Marcusse clarified the dimensions of the property. The resident also asked about lighting, traffic, height of a building, and setbacks for the future use of the property and Mr. Marcusse clarified that those concerns would be addressed during site plan review by the Planning Commission when a specific project is brought to them.

Seeing no more comments, Chairperson Longcore closed the public comment section.

Planner Ransford stated that 35 feet would be the tallest the building could be.

Motion by Westerling to recommend approval of the rezoning of 5630 Lake Michigan Dr. from R-2 & R-3 to General Commercial to the Board based on Section 29.01D of the Zoning Ordinance. Seconded by Zeinstra. **Approved 6-0**

8. Site Plan Review: None

9. New Business: None

10. Old Business:

A. Tentative Preliminary Plat Application

- Springfield North (Churchside Estates) – 70-09-25-300-050 & 70-09-25-300-060
 - Seeking Phase 1 of a total of 30 single family residential lots

Due to water and sewer constraints, the applicant is back to get approval for phasing of the project. There are no other changes to the project.

Motion by Zeinstra to recommend approval of Phase 1 of the Springfield North Tentative Preliminary Plat as outlined in the Tentative Preliminary Plat Planning Commission Report to the Board. Seconded by Zuniga. **Approved 6-0**

B. Master Plan

Commissioners concurred that the changes proposed by Township legal counsel were acceptable.

Commissioners discussed moving ahead with the process and swapping out Census data when the most current becomes available and opined that this would be acceptable to keep the process moving forward.

Motion by Adams to recommend to the Board the distribution of the 2022 Draft Master Plan for Allendale Charter Township. Seconded by Zuniga. **Approved 6-0**

11. Public Comments

Chairperson Longcore opened the public comment section and seeing no comments closed the public comment section.

12. Township Board Reports

Mr. Zeinstra reported that the Board approved the Independence Day Fireworks application.

13. Commissioner and Staff Comments

Planner Ransford reported that the awnings for Hungry Howie's and the surrounding tenants in the strip mall have been ordered, but because of supply chain issues they are delayed. He also reported that staff is still working through the Penske truck issue at True Value. Commissioners and Planner Ransford discussed the history of the True Value site and if the renting of the trucks was approved or allowed on that site.

14. Chairperson Longcore adjourned the meeting at 7:54 p.m.

Next meeting April 4, 2022 at 7:00 p.m.



**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

April 4, 2022

7:00 p.m.

Allendale Township Public Meeting Room

1. Call the Meeting to Order

2. Roll Call:

Present: Longcore, Adams, Westerling, Zuniga, Nadda, Zeinstra

Absent: Chapla

Staff and Public Present: Planner Julie Lovelace, Kevin Yeomans, Tony Vazquez, Mary Vazquez, Jerry & Phyllis Hooker, Erin & Jeff Gottleber, Eric & Mary Packer, Richard Barber, Robert & Tracy Fischer, Greg Chrapek

3. Received for Information: Letter regarding one of the public hearings and will be addressed at that time.

4. Motion by Zeinstra to approve the March 21, 2022, Planning Commission Minutes as presented.
Seconded by Nadda. **Approved 6-0**

5. Motion by Longcore to approve the April 4, 2022, Planning Commission Agenda as presented.
Seconded by Zuniga. **Approved 6-0**

6. Public Comments for *non-public hearing item*:

Chairperson Longcore opened the public comment section for non- public hearing items.

A resident commented on light pollution coming from McDonald's.

Seeing no more comments, Chairperson Longcore closed the public comment section.

7. Public Hearings:

A. Centennial Farm Site Condominium – 5830 Lake Michigan Dr.

- Seeking six duplex condominium sites

Todd Stuve, of Exxel Engineering, introduced the project and Planner Lovelace reviewed the memo regarding the Final Site Plan Review request.

Chairperson Longcore opened the public comment section for this public hearing item.

Tony Vazquez – A resident of Allendale would like to see privacy trees, preferably spruce trees lining the west property lines of the project. He also questions the need to connect Eric St. to Lake Michigan Dr. citing safety and neighborhood character as concerns.

Eric Packer – A resident of Allendale also questions the necessity of connecting Eric St. to Lake Michigan Dr. He also does not believe that multi-family rentals do not belong going next to single family residences.

Robert Fischer – A resident of Allendale supports everything that has been previously stated. He chose to live there because it was a cul-de-sac, and this project will ruin the character of the neighborhood.

Phyllis Hooker – A resident of Allendale agrees that they do not need rental properties in their neighborhood citing previous and ongoing negative experiences with rentals currently in the neighborhood.

Greg Chrapek – A resident of Allendale requested trees as a buffer at the south end of the property along the creek. He also agreed with the comments regarding the negative experiences with the rentals currently in the neighborhood and would prefer to not have more rentals.

Jeff Gottleber – A resident of Allendale suggested mature trees as a buffer and agreed with the previous comments regarding multi-family housing.

Richard Barber – A resident of Allendale agrees with previous comments specifically regarding rentals and negative experiences. Mr. Barber also cited the Master Plan stating that no student housing shall be west of 52nd Ave. and that is his main concern, apartments.

Mary Packer – A resident of Allendale agrees with the previous comments and questions what purpose opening Eric St. would serve. She is also concerned with preserving the character of the neighborhood.

Mary Vazquez – A resident of Allendale wanted to reiterate what has been said. She is concerned with noise and traffic.

Jerry Hooker – A resident of Allendale is opposed to the duplexes that are proposed. He is concerned with the traffic from college students.

Seeing no more comments, Chairperson Longcore closed the public comment section.

Mr. Stuive explained that the cul-de-sac on Eric St. was meant to be a temporary cul-de-sac and the Ottawa County Road Commission is requiring them to connect. He also stated that the applicant would be open to planting trees as a buffer if the Commission would like that. These units are not intended for college housing.

Chairperson Longcore explained zoning ordinances that limit the number of unrelated people living in a single-family residence. Planner Lovelace clarified that the limit is 3 unrelated people living together.

Mr. Thurkettle, the applicant, explained that this is not slated to be low-income housing, but more of a site condominium development where they are meant to be attached single family houses and not necessarily rentals. Chairperson Longore explained that there will be a homeowner's association.

Mr. Zeinstra voiced his preference for trees as a buffer over a fence. He recommends Black Hill Spruce. Consensus among the Commissioners was for trees as a buffer.

Commissioners cited Article 24.06.D regarding regulations for landscaping and buffering. And cited Article 24.07.A giving the Commission permission to request additional to protect of the public interest.

Mr. Nadda would like to see a provision in the bylaws stating that these are to be owner occupied and not allow them to be rentals. Commissioners discussed this but did not believe this was something that they could require.

Motion by Adams to Table the Centennial Farm Site Condominium project located at 5380 Lake Michigan Dr. for the purpose of additional information regarding landscaping. Seconded by Nadda. **Approved 6-0**

B. Wendy's Restaurant Special Use Application – 4755 Lake Michigan Dr.

- Seeking 2,163 square foot sit-down and drive-through restaurant

Steve Witte, from Nederveld, representing the applicant presented the project. He addressed items in the Planner's memo and Planner Lovelace noted that he did address the notes in the memo.

Chairperson Longcore opened the public comment section for this public hearing item.

No comments were made, and Chairperson Longcore closed the public comment section.

Chairperson Longcore noted that the Commission received a letter from Peter and Janice Winiarski, residents of Allendale stating reasons that they oppose this request.

Mr. Witte address the residents' concerns stating that a restaurant is an allowed use in this district and that the road infrastructure is sufficient to handle any additional traffic. He noted that the project needs approval from Ottawa County Water Resources for drainage.

Commissioners reviewed the dumpster enclosure and stops for the gates.

Mr. Zeinstra asked if stairs could be put near the sidewalk ramps so people would not need to walk the ramp and if gate stoppers, not just divots in the pavement that can fill with snow, could be added to dumpster gates. Mr. Witte agreed that this would be acceptable.

Commissioners discussed the possibility of requiring a traffic study and what the reasoning would be for requiring it. Commissioners concluded that no traffic study would be required.

Motion by Westerling to approve the Wendy's Restaurant Special Use and Site Plan with the conditions that:

- MDOT approves the sidewalk
- Receiving reciprocal easement documents before a building permit is issued.

Seconded by Zeinstra. **Approved 6-0**

C. Conifer Creek Site Plan Review – 4815 Becker Dr.

- Seeking 12 unit and 36 bed multi-family housing

Steve Witte, from Nederveld, representing the applicant presented the project.

Planner Lovelace reviewed the memorandum noting the dumpster setup and questioning whether a traffic study would be required.

Chairperson Longcore opened the public comment section for this public hearing item.

No comments were made, and Chairperson Longcore closed the public comment section.

Commissioners questioned whether the dumpster setup is sufficient to handle the turnaround of the dump truck. There was discussion about taking some space from the island to give some more room to the turnaround.

Motion by Adams to approve the Conifer Creek Site Plan for 4815 Becker Dr. as presented.

Seconded by Zuniga. **Approved 6-0**

8. Site Plan Review: None

9. Old Business: None

10. New Business: None

11. Public Comments:

Chairperson Longcore opened the public comment section. No comments were made, and Chairperson Longcore closed the public comment section.

12. Township Board Reports:

Mr. Zeinstra reported that the Board approved the non-profit gaming license for the 2022 graduating class parent committee, reviewed the volunteer form for Township volunteers, discussed some libraries issues and dissolved the Schoolhouse Preservation Committee.

13. Commissioner and Staff Comments:

Mr. Nadda and Mr. Zuniga noted that the awnings have been replaced in the strip containing Hungry Howie's and other businesses.

Mr. Adams questioned where we are with the Penske truck issues and Mr. Yeomans responded that we are working with Mr. Kushion, Zoning Administrator, Planner Ransford and True Value to get this resolved.

Mr. Zuniga had comments regarding the firefighter training area, that it is a mess, and the doors are often left open. He is concerned for resident safety.

Mr. Zeinstra brought up the comment from earlier about McDonald's lighting and that those need to be addressed.

Mr. Longcore mentioned the bylaws of the Planning Commission and that they have not been reviewed since 2014. One issue that has been noted is the schedule of the meetings noted in the bylaws should be changed to be more generic and that the Commission should review the rest of the document to make other changes as needed. He suggested this gets put on the Work Program.

14. Chairperson Longcore adjourned the meeting at 8:43 p.m.

Next meeting April 18, 2022 at 7:00 p.m.



**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

April 18, 2022

7:00 p.m.

Allendale Township Public Meeting Room

1. Call the Meeting to Order
2. Roll Call:
Present: Longcore, Westerling, Adams, Zuniga, Chapla, Nadda, Zeinstra
Staff and Public Present: Planner Greg Ransford, Kevin Yeomans, Tony Vazquez, Ben Rodibaugh, Rebecca Wildeboer, Richard Barber, Sam Sterk, Ross Stevens
3. Received for Information: Road Commission letter regarding preliminary plat approval for Centennial Farm Site Condominium.
4. Motion by Zuniga to Approve the April 4, 2022, Planning Commission Minutes as presented. Seconded by Adams. **Approved 7-0**
5. Motion by Longcore to approve the April 18, 2022, Planning Commission Agenda as presented. Seconded by Zeinstra. **Approved 7-0**

6. Public Comments for *non-public hearing items*:

Chairperson Longcore opened the public comment section for non-public hearing items.

Tony Vazquez, an Allendale resident, had questions regarding the Centennial Farm Site Condominium. Specifically asking about a privacy fence or trees and has concerns about accessibility to his home when construction of the road is under way.

Seeing no more comments, Chairperson Longcore closed the public comment section.

7. Public Hearings: None
8. Site Plan Review: None
9. New Business:

A. Mike's Processing text amendment inquiry

Ben Rodibaugh, owner of Mike's Processing, introduced himself and stated that they would like to add a cooler to the site and needed Planning Commission approval for that.

Planner Ransford explained that this project was reviewed by Steve Kushion, the Zoning Administrator, and both Mr. Kushion and Mr. Ransford had concerns that the applicant had outgrown the Home Occupation permit that Mike's Processing was currently operating under and wanted to bring it to the Planning Commission for their review. His memo stated that an option to look at would be that the Commission change the Ordinance to allow for meat processing in the AG Zone either as a use by right or as a special use, or if the Commission disagreed with staff, then they could amend the current permit to allow for the expansion.

Commissioners reviewed and discussed the history of the site and the regulations for a Home Occupation permit. Commissioners concluded that it does not meet the regulations for a Home Occupation permit any longer based on how many employees work there. They discussed whether the

use is appropriate in the AG Zoning District and consensus was that it would be appropriate as a special use in the AG Zoning District.

Commissioners directed Planner Ransford to prepare the text amendment to the Zoning Ordinance to allow for this use as a special use and include restrictions in the individual permit. Planner Ransford will also look into what the paving requirements would be for this project in the AG Zoning District.

B. Station 45 site plan inquiry

Ross Stevens from Station 45 introduced the project and would like direction from the Planning Commission and is requesting the Planning Commission waive some of the site plan requirements.

Planner Ransford reviewed his memo.

Commissioners discussed the site; the requirements for pavement, outdoor storage and how that would need to be screened.

Planner Ransford will review the requirements for pavement. The Commissioners opined that paving for the drive to the building would be required, but not necessarily the lot to park the cars waiting to be repaired. Also, Commissioners would like to see screening along the north property line. While the Commissioners have authority to waive certain requirements, Commissioners concluded that the site is subject to the typical site plan review provisions that are not otherwise waived and therefore those must be shown on the future site plan.

10. Old Business

A. Centennial Farm Site Condominium – 5380 Lake Michigan Dr.

- Seeking six duplex condominium sites

Todd Stuive of Exxel Engineering, representing the applicant, introduced the project. He stated the since the last meeting the Ottawa County Road Commission has approved the project and that they have updated the plans with the suggestions given from the Planning Commission.

Mr. Longcore asked if any construction traffic would come through Eric St. during the construction of the road and Mr. Stuive clarified that it would not, it would come from Lake Michigan Dr.

Mr. Yeomans stated that he has been in contact with the Road Commission and the connection is indeed required. He also stated that this connection would add a second point of access for public utilities to reach this neighborhood and that is a good thing.

Commissioners discussed the pine trees proposed for the screening. Mr. Zeinstra stated that the proposed White Pines get very large and other varieties may work better in this area.

Mr. Zeinstra made a motion to remove Centennial Farm from the table and to approve the Centennial Farm Site Condominium with the change from the White Pine to the Black Hill Spruce and Norway Spruce mix. Seconded by Adams. **Approved 7-0**

B. Mini-warehouses and self-storage facilities discussion

Planner Ransford reviewed his memo and is waiting for direction from the Commission as to what direction to take regarding making changes to the Zoning Ordinance.

Commissioners discussed the different options available to utilize. Including leaving the ordinances as they are, to taking the use out of the Commercial Zone all together and only allowing them in the Industrial Zone. They also discussed putting different requirements on and adding language to regulate the standards for the appearance of the buildings in General Commercial.

Commissioners directed Planner Ransford to prepare language to regulate the standards of the appearance of the buildings with frontage on Lake Michigan Dr.

11. Public Comments

Chairperson Longcore opened the public comment section.

Rebecca Wildeboer of the Allendale Area Chamber of Commerce – noted that self-storage and mini-warehouses are not popular with the residents and businesses that she deals with. Challenge for the Commission is to create a place that people/residents want to see or want to go.

Seeing no more comments, Chairperson Longcore closed the public comment section.

12. Township Board Reports:

Mr. Zeinstra reported that at the last meeting they had an update from the Public Utilities, the Library Community Room reservation agreement was approved, the 1st readings for the Alderink and Marcusse rezonings, and a list of the concerts in the park.

13. Commissioner and Staff Comments:

Mr. Yeomans reported that the Zoning Administrator did look into the complaint about the McDonald's lights and found that there was no violation.

14. Chairperson Longcore adjourned the meeting at 8:30 p.m.

Next meeting May 2, 2022 at 7:00 p.m.

Minutes respectfully submitted by Kelli McGovern

**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

May 2, 2022

7:00 p.m.

Allendale Township Public Meeting Room

1. Call the Meeting to Order

2. Roll Call:

Present: Longcore, Westerling, Adams, Zuniga, Chapla, Nadda, Zeinstra

Staff and Public Present: Planner Greg Ransford, Assistant Administrator Kevin Yeomans, Mitch Johnson, and Rebecca Wildeboer.

3. Received for Information: None

4. Motion by Chapla to approve the April 18, 2022, Planning Commission Minutes as presented.
Seconded by Zeinstra. **Approved 7-0**

5. Motion by Longcore to approve the May 2, 2022, Planning Commission Agenda as presented.
Seconded by Zuniga. **Approved 7-0**

6. Public Comments for *non-public hearing item*:

Chairperson Longcore opened the public comment section for non-public hearing items. No comments were made, and Chairperson Longcore closed the public comment section.

7. Public Hearings:

8. Site Plan Review:

9. New Business:

A. Animal Processing Facility language draft

Planner Ransford reviewed his memo and the circumstances leading to the Commission directing him to draft this language.

Commissioners discussed size and possible maximums for the building, and whether this would be an agricultural building, or if the special use permit is appropriate. Consensus among the Commissioners was that the special use permit is appropriate.

There was discussion regarding Mike's Processing in particular. The Commissioners concluded that it would be prudent for them to come back to the Planning Commission to clean up and amend the existing special use permit to include all that is going on there now and the requested expansion.

Commissioners directed Planner Ransford to review the ordinance regarding the retail side of Mike's Processing to see if any amendments would be necessary.

10. Old Business:

A. Mini-warehouses and self-storage facilities language draft

Planner Ransford presented the draft language of the ordinance and his memo regarding this item.

Commissioners discussed definitions of mini-warehouse, self-storage facility, warehouse, and storage structure.

Commissioners discussed regulating how close these facilities could be to any public roads, along with additional landscaping to screen the facility, or if it would be possible to require a commercial use in front of the facility.

Commissioners debated allowing these facilities in General Commercial but requiring that they must be 250 ft. off any road. No consensus was reached, and the matter will be discussed at another meeting.

Mr. Zeinstra will request more direction from the Board.

11. Public Comments:

Chairperson Longcore opened the public comment section. No comments were made, and Chairperson Longcore closed the public comment section.

12. Township Board Reports

Mr. Zeinstra reported that the Board established a target fund balance for capital and special project funds, and the rezoning of the Marcusse and Alderink properties passed.

13. Commissioner and Staff Comments:

Mr. Chapla noted that there is an official groundbreaking ceremony for the new fire station on Thursday, May 5.

14. Chairperson Longcore adjourned the meeting at 8:40 p.m.

Next meeting May 16, 2022 at 7:00 p.m.



**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

May 16, 2022

7:00 p.m.

Allendale Township Public Meeting Room

1. Call the Meeting to Order
2. Roll Call:
Present: Longcore, Westerling, Adams, Zuniga, Chapla, Nadda
Absent: Zeinstra
Staff and Public Present: Planner Greg Ransford, Assistant Administrator Kevin Yeomans
3. Received for Information: None
4. Motion by Nadda to approve the May 2, 2022, Planning Commission Minutes with the change to "Staff Present" section under Roll Call to "Staff and Public Present" as it lists the public also.
Seconded by Zuniga. **Approved 6-0**
5. Motion by Longcore to approve the May 16, 2022, Planning Commission Agenda as presented.
Seconded by Adams. **Approved 6-0**
6. Public Comments for *non-public hearing item*:
Chairperson Longcore opened the public comment section for non-public hearing items. No comments were made, and Chairperson Longcore closed the public comment section.
7. Public Hearings: None
8. Site Plan Review: None
9. New Business:
 - A. Maximum density language relocation
Planner Ransford reviewed the past discussion regarding relocating the language for maximum densities from the Master Plan to the Allendale Charter Township Zoning Ordinance.
Commissioners discussed whether it was appropriate to have the densities located in the zoning ordinance and conferred if there were any changes that they would like to make to the density requirements.
Commissioners directed Planner Ransford to schedule the public hearing to amend the zoning ordinance to include the maximum density language.
10. Old Business:
 - A. Section 23.20 – Renewable Energies
Planner Ransford introduced the draft language. Stating that it has been reviewed by Charles Gould at the Michigan State University Extension Office and his recommended revisions are noted in the draft.
Heights of structures were discussed and a conflict between 2 sections was noted. Planner Ransford will review and correct those sections that conflict.
Commissioners discussed possible financial assurances from applicant to the Township regarding the decommissioning of any equipment to protect the Township from absorbing future costs.
Commissioners directed Planner Ransford to revise the language for further review by the Planning Commission.

11. Public Comments:

Chairperson Longcore opened the public comment section. No comments were made, and Chairperson Longcore closed the public comment section.

12. Township Board Reports: None

13. Commissioner and Staff Comments:

Mr. Zuniga asked questions regarding enforcement of zoning violations, specifically mentioning a couple auto repair or auto sales lots. Mr. Yeomans informed Commissioners that Township staff is currently working to improve this very issue along with general improvement of the entire Planning and Zoning Department. Currently the Township zoning enforcement policy is complaint driven.

Planner Ransford explained that Aldi has submitted a site plan application and asked for Commissioners opinions on entrance points. Aldi is proposing an entrance from the drive connecting Eric St. to Lake Michigan Dr. and a separate entrance off Lake Michigan Dr. Commissioners discussed that they do not believe that MDOT will approve that, but to let them apply for that.

14. Chairperson Longcore adjourned the meeting at 8:05 p.m.

Next meeting June 6, 2022 at 7:00 p.m.



**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

June 6, 2022

7:00 p.m.

Allendale Township Public Meeting Room

1. Call the Meeting to Order
2. Roll Call:
Present: Longcore, Westerling, Chapla, Zeinstra, Nadda
Absent: Zuniga, Adams
Staff and Public Present: Planner Greg Ransford, Kelly Kuiper, Todd Stuive, Merwyn Koster, Richard Barber, Gale Mast
3. Received for Information: None
4. Motion by Chapla to approve the May 16, 2022, Planning Commission Minutes as presented. Seconded by Zeinstra. **Approved 5-0**
5. Motion by Longcore to approve of June 6, 2022, Planning Commission Agenda as presented. Seconded by Zeinstra. **Approved 5-0**

6. Public Comments for *non-public hearing item*:

Chairperson Longcore opened the public comment section for non-public hearing items.

Merwyn Koster requested information on the status of the text amendments for solar farms. Mr. Longcore answered that the Planning Commission is working on those amendments.

Richard Barber inquired about a rumor of a self-storage facility going in on the Centennial Farms property instead of apartments and wanted to state that he would be in favor of that.

Seeing no more comments, Chairperson Longcore closed the public comment section.

7. Public Hearings: None
8. Site Plan Review: None
9. New Business:

A. Great Lakes Excavating Service (JMM Developers, LLC) – Amendment to Special Use

- Seeking to process materials

Kelly Kuiper, representing the applicant, presented the request to amend the special use permit for processing materials onsite.

Planner Ransford reviewed his memo and explained to the public what was being reviewed for this application.

Mr. Chapla had questions regarding trucking equipment and the seasons of the mining and Ms. Kuiper responded that none of that will change due to this request.

Mr. Longcore inquired if this would change the mining schedule and Ms. Kuiper answered that no they still plan to be able to follow the schedule that was previously approved for this operation and that they will be the ones to provide the yearly reports to the Planning Commission.

Mr. Westerling asked about dust control. Ms. Kuiper stated that crushed concrete will be used for the drives, but that 46th Ave. is a gravel road, and the applicant has grading equipment and is trying to keep the road graded.

Mr. Longcore asked Planner Ransford to verify if there have been any noise complaints regarding this project, or any complaints in general.

Consensus was that crushed concrete for the 2 additional drives would be acceptable as the drives are coming off a gravel road.

This project is scheduled for Public Hearing on June 20.

B. Mystic Woods Planned Unit Development Site Plan

- Seeking final phase

Todd Stuive, representing the applicant, presented the 4th and final phase of Mystic Woods that is being proposed.

Planner Ransford presented his memo and clarified that the reason the project is here being seen by the Planning Commission is that so much time has passed since the original approval and the construction of Phase 3, the Township attorney has recommended that this project be reviewed by the Planning Commission through site plan review only if the plans are identical to the phase plan within the original PUD.

There was discussion of the lights, and it was stated that the lights are the new downward facing LED lights.

Motion by Zeinstra to approve the proposed site plan for Mystic Woods Planned Unit Development Final Phase, contingent upon the review and approval of the Trip Generation Analysis and construction plans by the Township Engineer. Seconded by Westerling. **Approved 5-0**

10. Old Business:

A. Mini-warehouses and self-storage facilities language

Mr. Longcore attended the Township Board meeting to get direction from the Board regarding this ordinance. The Board would like to have these facilities removed from the ordinances in General Commercial and only allowed in Industrial or C-3 as they feel there is better use for the General Commercial properties along Lake Michigan Dr.

Commissioners directed Planner Ransford to make the necessary changes and to schedule the public hearing for the ordinance amendment.

11. Public Comments

Chairperson Longcore opened the public comment section for non-public hearing items, and seeing no comments, Chairman Longcore closed the public the comment section.

12. Township Board Reports

Mr. Zeinstra reported that the Board discussed HR items, water and sewer, replacing the trunkline coming from Grand Valley, bylaws for the Parks and Recreation Committee and seasonal hiring.

13. Commissioner and Staff Comments: None

14. Chairman Longcore adjourned the meeting at 7:42 p.m.

Next meeting June 20, 2022 at 7:00 p.m.

Minutes respectfully submitted by Kelli McGovern



ALLENDALE CHARTER TOWNSHIP PLANNING COMMISSION MEETING

June 20, 2022

7:00 p.m.

Allendale Township Public Meeting Room

1. Call the Meeting to Order
2. Roll Call:
Present: Longcore, Adams, Zuniga, Chapla, Zeinstra, Westerling
Absent: Nadda
Staff and Guests Present: Planner Greg Ransford, Sgt. Cal Keuning, Corey Kaminski, Lisa Moorhouse, Tommy King, Kelly Kuiper, David Esther, Matt DeYoung, Dale Rosema
3. Received for Information: Letter from resident Deanna Hunter regarding the public hearing and it will be addressed during that discussion. Correspondence from the Township Supervisor with items to discuss during the public hearing.
4. Motion by Chapla to approve the June 6, 2022, Planning Commission Minutes as presented. Seconded by Zuniga. **Approved 6-0**
5. Motion by Longcore to approve the June 20, 2022, Planning Commission Agenda as presented. Seconded by Adams. **Approved 6-0**
6. Public Comments for *non-public hearing item*:

Chairperson Longcore opened the public comment section for non-public hearing items. No comments were made, and Chairperson Longcore closed the public comment section.

7. Public Hearings:
 - A. Great Lakes Excavating Service (JMM Developers, LLC) – Amendment to Special Use
 - Seeking to process materials

Kelly Kuiper, representing the applicant, introduced the project and explained to the public what was being requested.

Planner Ransford reviewed the memo that he prepared for this application.

Chairperson Longcore opened the public comment section for the public hearing.

Lisa Moorehouse – A resident of Allendale has concerns regarding dust and noise levels. She also has concerns about the site becoming a permanent processing site.

Dale Rosema – A resident of Allendale has questions regarding the timeline of the project and what is the long-term plan for the pond and would there be any public access to the pond.

Tommy King – A resident of Allendale has concerns about the speed of the trucks, continuous noise, and dust.

Seeing no more comments, Chairperson Longcore closed the public comment section.

Kelly Kuiper showed the long-term plan for the pond and possible land divisions for single family residences. Matt DeYoung, owner of the property, and Ms. Kuiper clarified that they plan to adhere to the same timeline that was originally proposed with the possibility of speeding up the process if they are approved to process materials on site.

Ms. Kuiper addressed the concerns regarding the noise and informed the public that the equipment that will be used is in operation at the sand mine on Warner and the public is welcome to visit the site to understand what the noise levels would be. She stated that the noise of the processing would be less than the noise of the backup beeper of the trucks that haul the material.

Ms. Kuiper clarified that the applicant would not be processing off-site materials at this site.

Mr. Longcore questioned the applicant regarding dust control. Ms. Kuiper stated that there will be a water pump trailer on site, and they will be working with the OCRC to try to keep the road in good condition.

Mr. DeYoung addressed the concern regarding truck speeds stating that they have posted signs for the drivers for a truck speed limit of 25 mph and the operator of the site will help to ensure that is followed.

Mr. Longcore asked about the question of setbacks that was brought up in the email that was received for information. Planner Ransford clarified that processing setbacks are 250 ft from the property line or street. And that setbacks for storage or stockpiles are 250 ft from dwellings on adjoining properties. Also, the ordinance allows excavation 25 ft from the street line or no closer than 100 ft from principal buildings on adjoining properties.

The Commissioners discussed the location of the middle drive into the operation and the proximity to the residence across 46th Ave.

Motion by Adams to approve the resolution for the mining operation by JMM Developers with the addition to condition to number 4 stating that no processing materials may be brought to the site.

Seconded by Zeinstra. **Approved 6-0**

8. Site Plan Review: None

9. New Business: None

10. Old Business:

A. Renewable Energy language

Planner Ransford introduced the revised draft language for an ordinance regulating renewable energy.

Commissioners discussed adding noise language to the biofuel and anaerobic digesters and removing some language referring to letter of credits and financial sureties for private residences.

Commissioners directed Planner Ransford to schedule the ordinance for public hearing with two revisions regarding noise levels and financial sureties.

11. Public Comments:

Chairperson Longcore opened the public comment section for non-public hearing items. No comments were made, and Chairperson Longcore closed the public comment section.

12. Township Board Reports:

Mr. Zeinstra reported that the Board had to reschedule their special meeting regarding strategic planning, a new Assistant Assessor was hired, new job descriptions were discussed, Parks and Recreation Committee bylaws were approved, hiring and discharge policies were discussed, contracts with PCI and permit fees were reviewed, and the policy regarding donations was discussed.

13. Commissioner and Staff Comments:

Mr. Zuniga is happy to see that the Board gave the Commission some direction on the mini-storage ordinance language that is under review.

Mr. Longcore would like clarification from the Supervisor regarding his correspondence to the Commission regarding the mining operation review.

14. Chairman Longcore adjourned the meeting at 8:10 p.m.

Next meeting July 18, 2022 at 7:00 p.m.

Minutes respectfully submitted by Kelli McGovern

**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

July 18, 2022

7:00 p.m.

Allendale Township Public Meeting Room

1. Call the Meeting to Order
2. Roll Call:
Present: Longcore, Adams, Chapla, Nadda, Zeinstra
Absent: Westerling, Zuniga
Staff and Guests Present: Planner Greg Ransford, Chris Grzenkowicz, Andrew Shaw, Sam Sterk, Richard Barber
3. Received for Information: Traffic review letter from Fleis and VandenBrink for the Aldi project.
4. Motion by Chapla to approve the June 20, 2022, Planning Commission Minutes as presented. Seconded by Adams. **Approved 5-0**
5. Motion by Longcore to approve the July 18, 2022, Planning Commission Agenda as presented. Seconded by Zeinstra. **Approved 5-0**
6. Public Comments for *non-public hearing item*:
Chairperson Longcore opened the public comment section for non-public hearing items.
Richard Barber – A resident of Allendale has concerns about the placement of the retention pond on the Aldi site plan.
Seeing no more comments, Chairperson Longcore closed the public comment section.
7. Public Hearings:
 - A. Zoning Text Amendments
 - Section 12.06A – Development Requirements for PUD's with Residential Uses, Determination of Number of Dwellings
 - Section 12.06B7 – Formula to Determine Number of Dwellings
 - Section 14.01 – Description and Purpose
 - Section 14.03O – Uses Requiring Special Approval
 - Section 15.02AC – Use Regulation
 - Section 16.02I – Permitted Uses
 - Section 23.20 – Renewable Energies

Planner Ransford provided a synopsis regarding the Zoning Text Amendments and described for the public what each amendment was revising.

Chairperson Longcore opened the public comment section for the public hearing.

A member of the public asked if the windmill height would still stay at 150 feet and Chairperson Longcore replied that it would.

Seeing no more comments, Chairperson Longcore closed the public comment section.

Mr. Zeinstra asked about the density for single family residences in the Medium Density Residential zone and thinks that it should be copied out of the R-3 Zoning District requirement of the Ordinance.

Mr. Zeinstra also asked for clarification on a heading in the draft and Planner Ransford stated that it was a wrong reference, and he will fix that going forward.

Motion by Chapla to approve the zoning text amendments as proposed with the revision of fixing the heading that notes Section 24.06J and changing it to Section 12.06B7 and including the density equivalent of the R-3 Zoning District for the MDR row in the density table, and Seconded by Nadda. **Approved 5-0**

8. Site Plan Review: None

9. New Business:

A. ALDI Site Plan Application – 5316 Lake Michigan Dr.

- Seeking 20,161 square foot assortment grocery store

Chris Grzenkowicz of Desine Engineers, representing the applicant, presented the proposed project.

Mr. Nadda asked about the placement of the retention pond that was brought up during the public comment period. Mr. Grzenkowicz answered that the retention pond is being designed and put in place by the Centennial Farms development and they do not have control over the placement of it.

There was discussion of traffic, road markings and the approval from MDOT for the entrance from Lake Michigan Dr.

The applicant also discussed the possibility of relief from the 25-foot setback requirement from the road right of way and Planner Ransford stated that would be a separate application to the ZBA.

Mr. Longcore questioned where trucks would go to wait if there was already a truck in the delivery dock. Mr. Grzenkowicz answered that with a store this size there should not be a back-up even if it isn't Aldi in the future. Commissioners discussed the trucks going through the parking lot to get to the dock

Commissioners discussed the North Elevation as it is the side of the building that faces Lake Michigan Dr. and they would prefer to have something similar to the West elevation, with more windows facing Lake Michigan Dr. Mr. Grzenkowicz answered that this is not possible because of the shelving and refrigerated section that is necessary to be on that outside wall.

Commissioners concurred that a traffic study would be required as the review letter from Fleis and VandenBrink stated. They would like to see the North Elevation improved with windows and would like some windows and or landscaping on the east side of the building to break up the solid wall.

10. Old Business: None

11. Public Comments:

Chairperson Longcore opened the public comment section.

There was a comment regarding who deals with the retention basin, and it was answered that it would be Ottawa County.

Seeing no more comments, Chairperson Longcore closed the public comment section.

12. Township Board Reports:

Mr. Zeinstra reported that the Board paid bills and approved the hiring of library staff.

13. Commissioner and Staff Comments:

Planner Ransford commented that The Rapid was overlooked in the noticing of the Master Plan and that the Township will be re-noticing and starting the final 63-day comment period again.

14. Chairman Longcore adjourned the meeting at 8:30 p.m.

Next meeting August 1, 2022 at 7:00 p.m.
Minutes respectfully submitted by Kelli McGovern



**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

August 15, 2022

7:00 p.m.

Allendale Township Public Meeting Room

1. Call the Meeting to Order
2. Roll Call:
Present: Longcore, Adams, Zuniga, Chapla, Nadda, Zeinstra
Absent: Westerling
Staff and Guests Present: Planner Greg Ransford, Andrew Shaw, Chris Grzenkowicz, Jeff Brinks, Klynt Marcusse, Mandi Brower
3. Communications and Correspondence: None
4. Motion by Zeinstra to approve the July 18, 2022, Planning Commission Minutes as presented. Seconded by Zuniga. **Approved 6-0**
5. Motion by Longcore to approve the August 15, 2022, Planning Commission Agenda as presented. Seconded by Zuniga. **Approved 6-0**
6. Public Comments for *non-public hearing item*:
Chairperson Longcore opened the public comment section for non-public hearing items. No comments were made, and Chairperson Longcore closed the public comment section.
7. Public Hearings: None
8. Site Plan Review: None
9. New Business:

A. Marcusse Office Building – 5630 Lake Michigan Dr.

Jeff Brinks with Venture Engineering, representing the applicant, introduced the project of a new office building located at 5630 Lake Michigan Dr.

Planner Ransford reviewed his memo for the project.

Mr. Brinks stated that the applicant will no longer be seeking a monument sign and will follow all regulations for wall signage. Mr. Longcore clarified with Planner Ransford that if they would seek a monument sign in the future, would it be administratively approved, and Planner Ransford stated that it could be unless the Commission would like to see it themselves.

Commissioners discussed the sidewalk requirements and whether a sidewalk would be required to connect to 56th Ave. Consensus among the Commissioners was for the plans to show either a single sidewalk running at a 45-degree angle to the corner of Lake Michigan Dr. and 56th Ave., or two separate sidewalks, one going to Lake Michigan Dr. and the other going to 56th Ave. Commissioners also discussed whether sidewalks would be needed to access the doors on the north side of the building, but those entrances are mainly for fire code and will not be used regularly so they would not be required.

Mr. Zeinstra also suggested that the applicant look at the garbage turnaround radius as he does not think that the proposed would be sufficient to support the garbage trucks. The applicant will need to determine the type of trash collection that will be utilized, bins or dumpsters, and will accommodate accordingly on the plans. The Planning Commission is comfortable with the setback proposed for the parking lot.

Commissioners asked for samples of the building materials to be used.

B. Tommy's Express – Vehicle Wash Establishment – 5380 Lake Michigan Dr.

Commissioner Zeinstra recused himself from the discussion due to a professional conflict of interest.

Steve Witte from Nederveld, representing the applicant, introduced the project of Tommy's Express located at 5380 Lake Michigan Dr.

Planner Ransford reviewed the memo that he prepared for this project.

Commissioners discussed the car stacking on the front side of the building facing Lake Michigan Dr., the hours of operations, and pedestrian walkways. All walkways as presented on the site plan were found satisfactory.

Commissioners discussed the traffic study and whether it would be required for this project. Consensus among the Commissioners was that a traffic study would be required.

The public hearing for this project will be scheduled after the traffic study is completed.

10. Old Business:

A. ALDI – Access and façade alternatives only

Commissioner Zeinstra rejoined the discussion.

Chris Grzenkowicz introduced the changes that have been made to the site plan, including the change of location to the entrance, adding extra bike racks, and the façade of the building. No other plans sheets have been modified but will be once the Commission provides general direction to the proposed.

Commissioners opined that they prefer the new location of the entrance on the east side of the property versus the originally proposed location.

Commissioners would like to see a sidewalk to the building from Farmway Drive as the previous plans contained.

Consensus among the Commissioners was that the new façade that is proposed is preferable to the original proposal. And the Commissioners agreed that Option 1 would be the preferred option.

B. Master Plan – Resubmission to the Board

Planner Ransford reported to the Planning Commission that due to an error in notifications the Township had to send out the Notice of Intent to Plan again. Now this will need to be sent to the Board again.

Motion by Zeinstra to send the Master Plan to the Board. Seconded by Nadda. **Approved 6-0**

11. Public Comments:

Seeing no public present, Chairperson opened and closed the public comment section.

12. Township Board Reports:

Mr. Zeinstra reported that Joe Bush from the Drain Commission spoke at the Board meeting. The Board had a long discussion regarding the proposed ordinance regarding alternative energies. Some Board members had concerns regarding the proposed language for windmills.

13. Commissioner and Staff Comments:

Reminder from Planner Ransford that the next meeting will be Tuesday, September 6 since the Monday falls on Labor Day.

14. Chairperson Longcore adjourned the meeting at 8:37 p.m.

Next meeting Tuesday, Sept. 6, 2022, at 7:00 p.m.

Minutes respectfully submitted by Kelli McGovern



**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

September 6, 2022

7:00 p.m.

Allendale Township Public Meeting Room

1. Call the Meeting to Order

2. Roll Call:

Present: Longcore, Adams, Westerling, Zuniga, Chapla, Nadda

Absent: Zeinstra

Staff and Guests Present: Planner Greg Ransford, Kelly Kuiper, Steve Griffioen

3. Communications and Correspondence:

Communication was received that the Marcusse Office Building agenda item will be tabled for this meeting.

4. Motion by Chapla to approve of the August 15, 2022, Planning Commission Minutes as presented.

Seconded by Nadda. **Approved 6-0**

5. Motion by Longcore to approve the September 6, 2022, Planning Commission Agenda with the change of striking the Marcusse Office Building from the Agenda. Seconded by Adams. **Approved 6-0**

6. Public Comments for *non-public hearing item*:

Chairperson Longcore opened the public comment section for non-public hearing items. No comments were made, and Chairperson Longcore closed the public comment section.

7. Public Hearings: None

8. Site Plan Review: None

9. New Business:

A. 5015 Warner Mining Site – Annual Review

Kelly Kuiper presented the report noting that there was only one complaint lodged to the Township regarding the condition of the road and that the complaint was resolved. The mining operation is on track to be finished within the permitted time period.

B. Griffioen Special Use Request – 10259 52nd Avenue

- Farm equipment storage with incidental repair and service

Owner of the property, Steve Griffioen, presented the project.

Planner Ransford reviewed his memo.

Mr. Westerling asked for clarification on if he would be servicing strictly farm equipment and if it would only be his own or would he seek customers and service their equipment or vehicles. Mr. Griffioen clarified that he would be open to servicing any type of vehicle, not just farm equipment and would seek customers just by word of mouth, but that the repair would not be the primary use.

Planner Ransford explained that the special use would run with the land. If the property would be sold, the purchaser would be able to operate under the special use if it follows the conditions, or if they would want to change it, they will have to come back to the Planning Commission unless it would be a use by right.

Mr. Chapla is concerned that the use would turn to be more commercial than what was intended. Commissioners discussed conditions that could be placed on the approval to deter that from happening.

Chairperson Longcore asked Planner Ransford about the extent of repairs and whether any vehicle could be repaired. Ransford noted that the language limits the incidental repair to the related farm equipment.

It would likely be reasonable for him to repair a truck or other farm related vehicle, but the language is not intended to be a typical vehicle repair shop.

Commissioners discussed the placement of the proposed building and the distance from the road and how that would be allowed under the Zoning Ordinance. They discussed how the rules apply in the Agricultural Zoning District and the Right to Farm Act. Planner Ransford will investigate this issue and ask the Township lawyer for their interpretation.

Commissioners opined that some conditions that could be placed on approval would be:

- No commercial signs.
- Limited parking.
- Barn would stay with the overall property if a split would ever be sought.
- Sidewalk would be deferred until 52nd Ave. is paved.

This project will not be set for public hearing until the interpretation of the ordinance regarding the building placement is received from legal counsel.

C. Zoning Ordinance Text Discussion – Section 23.08 – Removal of Topsoil, Sand, Gravel, or Other Materials

Planner Ransford reviewed his memo regarding the discussion of amending the Zoning Ordinance.

Commissioners discussed options for putting enforcement or penalty language in the approval. They also deliberated what “customary mining operations” means and if any other limitations could be put in place to protect neighbors of these operations.

Commissioners requested Planner Ransford look into what his other townships have, as well as Grand Haven Charter Township, in regard to limitations and if there is anything that Allendale is missing in our ordinance or if we are in line with what other townships have in their ordinances.

10. Old Business: None

11. Public Comments:

Seeing no public present, Chairperson Longcore opened and closed the public comment section.

12. Township Board Reports: None

13. Commissioner and Staff Comments:

Mr. Longcore has a question regarding a car lot selling campers on their lot as he does not believe that is an allowable use.

Mr. Longcore also questioned the signage on True Value and if that was allowed in their approval.

Mr. Zuniga is wondering about the Penski trucks in the McDonalds parking lot.

Mr. Nadda brought up Station 45, the cars parking on the grass and the cars in the back lot.

Planner Ransford will follow up with Steve Kushion regarding these questions.

14. Chairperson Longcore adjourned the meeting at 8:35 p.m.

Next meeting September 19, 2022, at 7:00 p.m.

Minutes respectfully submitted by Kelli McGovern



**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

October 3, 2022

7:00 p.m.

Allendale Township Public Meeting Room

1. Call the Meeting to Order
2. Roll Call:
Present: Longcore, Adams, Westerling, Nadda, Chapla
Absent: Zuniga, Zeinstra
Staff and Guests Present: Planner Greg Ransford, Klynt Marcusse, Jeff Brinks, Kelly Kuiper, Steve Griffioen
3. Communications and Correspondence: None
4. Motion by Westerling to approve the September 6, 2022, Planning Commission Minutes as presented. Seconded by Nadda. **Approved 5-0**
5. Motion by Longcore to approve the October 3, 2022, Planning Commission Agenda as presented. Seconded by Adams. **Approved 5-0**
6. Public Comments for *non-public hearing item*:
Chairperson Longcore opened the public comment section for non-public hearing items.
 - A. Great Lakes Excavating Service – Industrial Zoning District Processing Inquiry.
Kelly Kuiper introduced the inquiry regarding putting a concrete crushing operation in Allendale and whether the ACTZO allows it.

Commissioners asked about the process of crushing concrete and why the mobile units don't go directly to the mining sites themselves. Ms. Kuiper explained some of the process and stated that the crushing/processing is not an allowed use at those sites without extra approvals.

Consensus among the Commissioners was that this may fit under the current ordinance as a special use and there is not a need to amend the ordinance.

Seeing no more comments, Chairperson Longcore closed the public comment section.
7. Public Hearings: None
8. Site Plan Review: None
9. New Business: None
10. Old Business:
 - A. Marcusse Office Building – 5630 Lake Michigan Dr.
Jeff Brinks of Venture Engineering, representing the applicant, introduced the project and the changes that had been made and problems that had been addressed.

Planner Ransford reviewed the memo that he prepared.

The applicant is requesting relief from setback requirements to allow them the space to put the correct amount of parking spaces in place. Planner Ransford clarified that the Commission has the authority to grant this request as presented according to the ACT Zoning Ordinance.

Motion by Nadda to approve the Marcusse Office Building as presented. Seconded by Westerling.
Approved 5-0

B. Griffioen Special Use Request – 10259 52nd Ave.

- Farm equipment storage with incidental repair and service

Mr. Griffioen presented the project stating that the discussion left off at the question of whether the building would be considered an accessory or principal building.

Planner Ransford discussed this question with Township legal counsel, and it was confirmed that it would be considered part of the principal use as stated in Section 3.12 and therefore no additional accessory building requirements would be place on the building.

Commissioners directed Planner Ransford to set this item for public hearing.

C. Zoning Ordinance Text Discussion – Section 23.08 – Removal of Topsoil, Sand, Gravel, or Other Materials

Planner Ransford reviewed his memo regarding this ordinance and the comparison between Allendale and three (3) other townships in the area.

Mr. Nadda asked about noise level requirements. Planner Ransford explained that Allendale's noise restrictions are controlled by a General Law ordinance and thus is regulated by the Township Board.

Commissioners noted that Allendale's mining requirements seem to be in line with the other townships in the area.

Common consensus among the Commissioners is that they are satisfied that the Commission is regulating appropriately. Direction was provided to Ransford to summarize their conclusions to Supervisor Elenbaas.

11. Public Comments:

Seeing no public present, Chairperson Longcore opened and closed the public comment section.

12. Township Board Reports: None

13. Commissioner and Staff Comments:

Mr. Westerling inquired about Centennial Farms, Aldi, and Tommy's regarding the traffic study and a possible requirement for a light.

Mr. Longcore explained that there was a meeting regarding this issue. And MDOT will be reviewing this issue further to make a determination on whether a traffic light would be required.

Mr. Adams suggested that there be a model created in regard to traffic that new projects could just be entered in, and potential issues could be addressed before they became a problem.

Mr. Adams thanked Planner Ransford for putting together the information on the surrounding communities regarding sand mining requirements.

Planner Ransford asked if it would be beneficial to have Steve Witte, representing Tommy's Car Wash, attend a meeting to discuss the traffic study before MDOT comes back with a determination? Consensus among the Commissioners was that he could, but not necessary until MDOT makes a decision.

Planner Ransford noted that in Olive Township there is a facility that stockpiles concrete pieces that Commissioners could look at in reference to what landscaping they could require for a concrete crushing facility if there would be an application.

14. Chairperson Longcore adjourned the meeting at 8:31 p.m.

Next meeting October 17, 2022, at 7:00 p.m.

Minutes respectfully submitted by Kelli McGovern

**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

October 17, 2022

7:00 p.m.

Allendale Township Public Meeting Room

1. Call the Meeting to Order
2. Roll Call:
Present: Longcore, Adams, Zuniga, Chapla, Nadda, Zeinstra
Absent: Westerling
Staff and Guests Present: Planner Greg Ransford, Township Supervisor Adam Elenbaas, Todd Stuive, Sam Sterk, Jay Schippers
3. Communications and Correspondence: None
4. Motion by Chapla to approve the October 3, 2022, Planning Commission Minutes as presented. Seconded by Nadda. **Approved 6-0**
5. Motion by Longcore to approve the October 17, 2022, Planning Commission Agenda as presented. Seconded by Zeinstra. **Approved 6-0**
6. Public Comments for *non-public hearing item*:
Chairperson Longcore opened the public comment section for non-public hearing items.
Seeing no comments, Chairperson Longcore closed the public comment section.
7. Public Hearings: None
8. Site Plan Review: None
9. New Business:
 - A. Pearline Estates Tentative Preliminary Plat (Parcel 70-09-26-400-013)
Todd Stuive with Exxel Engineering, representing the applicant, introduced the project.
Planner Ransford reviewed his memo and explained that the Planning Commission would need to schedule a public hearing for the project.
Commissioners discussed the ingress and egress and whether there would be a need for an entrance from 56th Ave. and Commissioners opined that there would not be a need for it.
There was discussion regarding street trees and Commissioners agreed that the proposed amount of street trees was sufficient.
Commissioners directed Planner Ransford to set the public hearing and Planner Ransford clarified with the applicant that they would be available to attend the November 7th meeting. Public hearing is set for November 7, 2022.
Commissioners requested a Trip Generation Analysis from the applicant.
10. Old Business:
 - A. Traffic Impact Studies Update
Planner Ransford reviewed the history of this topic.
Supervisor Elenbaas stated that MDOT does not have a definitive answer regarding the question of the requirement of a traffic light for the Aldi and Tommy's Car Wash projects.
Supervisor Elenbaas requests that the Planning Commission schedule the public hearing for Tommy's Car Wash without having a definitive answer from MDOT because the requirement of the traffic light will be out of the Planning Commission's control and to keep the project moving forward.

Commissioners requested the opportunity to discuss the M-45 corridor with MDOT, either that be having an MDOT representative come to a Planning Commission meeting or representatives from the Planning Commission meet with an MDOT representative separately.

Consensus among the Commissioners was to direct Planner Ransford to schedule Tommy's Car Wash for the public hearing on November 7, 2022, to keep the project moving forward.

11. Public Comments

Seeing no public present, Chairperson Longcore opened and closed the public comment section.

12. Township Board Reports

Mr. Zeinstra reported that the Board is working on the budget and approved the Independence Day fireworks for next year.

13. Commissioner and Staff Comments

Mr. Zuniga asked if anything was being done regarding dilapidated dumpsters/dumpster enclosures and trees that were a part of an approved site plan that die and are removed? Planner Ransford answered that he does pass these concerns on to the Zoning Administrator, Steve Kushion.

Planner Ransford clarified the schedule for the next meeting with the Commissioners.

Chairperson Longcore asked Supervisor Elenbaas on an update for the 76th Ave. mining project.

Supervisor Elenbaas reported that this project had started as a pond being built but evolved into a commercial operation removing sand from the site, so the Township put a stop to the project. They have applied for a Special Land Use Permit and have requested to start the operation back up. Supervisor Elenbaas has reviewed the project and has given them a Temporary Conditional Administrative Approval with restrictions in place so the project can continue and be completed sooner than if they would have to wait for the Planning Commission process. These conditions are stricter than what the Planning Commission can put on the operation, but they must follow the conditions and complete the Planning Commission process to continue to operate until they have approval from the Planning Commission.

14. Chairperson Longcore adjourned the meeting at 8:11 p.m.

Next meeting November 7, 2022, at 7:00 p.m.
Minutes respectfully submitted by Kelli McGovern



**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

November 7, 2022

7:00 p.m.

Allendale Township Public Meeting Room

1. Call the Meeting to Order
2. Roll Call:
Present: Longcore, Zuniga, Chapla, Nadda, Zeinstra, Adams
Absent: Westerling
Staff and Guests Present: Planner Greg Ransford, Planning and Zoning Coordinator Kelli McGovern, Steve Griffioen, Bob & Joyce Haveman, Jeremy Borgman, Cassandra & Tim Stauffer, James Anderson, Ron Price, Joe Schmucker, Mark Mesbergen, Christine Cochran, Marianne Burns, Tony Vazquez, Mandi Brower, Sam Sterk, Todd Stuve, Steve Witte
3. Communications and Correspondence:
Email from Planner Ransford including the Township Engineer's review of the Traffic Analysis provided by Pearline Estates.
4. Motion by Zeinstra to approve the October 17, 2022, Planning Commission Minutes as presented. Seconded by Zuniga. **Approved 6-0**
5. Motion by Longcore to approve the November 7, 2022, Planning Commission Agenda as presented. Seconded by Zeinstra. **Approved 6-0**
6. Public Comments for *non-public hearing item*:
Chairperson Longcore opened the public comment section for non-public hearing items.
Tony Vasquez, an Allendale resident, had questions regarding the house that is being relocated and when it would be moved from the spot where it currently is. Chairperson Longcore answered that the Planning Commission does not have an answer to that question.
Seeing no more comment, Chairperson Longcore closed the public comment section.
7. Public Hearings:
 - A. Pearline Estates Tentative Preliminary Plant (Parcel 70-09-26-400-013)
 - Twenty-six single family residential lots
Todd Stuve of Exxel Engineering, representing the applicant, introduced the project consisting of twenty-six single family residential lots consistent with the R-1 zoning district.
Planner Ransford reviewed his memo and explained the process to the public that was present.
Chairperson Longcore opened the public comment section for the public hearing.
Jeremy Borgman, an Allendale resident, has questions regarding the existing woods, sidewalk gaps and the reasoning behind not having a 56th Ave. access point.
Cassandra Stauffer, an Allendale resident, would like to see a little bit of a tree line left from what is currently there. Also, she is wondering about the construction traffic and safety for the neighborhood children.
Joe Schmucker, an Allendale resident, has questions regarding the lack of access to 56th Ave. and how will the school busses be routed?
Marianne Burns, an Allendale resident, wondered why they chose to design the neighborhood this way and not move the ponds to the back of the property and have the access off 56th Ave. She also is wondering about the construction traffic route.

Mark Mesbergen, an Allendale resident, has a question regarding the existing ditch line along the north side of the property. He would like to state his appreciation for not having an entrance at 56th as that would create more traffic coming through.

Seeing no more comments, Chairperson Longcore closed the public comment section.

Chairperson Longcore addressed the comments regarding bus routes and sidewalks.

Mr. Stuive addressed the questions regarding sidewalks, the design of the development, access from 56th Ave. and the construction traffic.

Chairperson Longcore asked Mr. Stuive about the trees, the feel of the neighborhood and if the neighborhood would match the adjacent neighborhoods.

Mr. Zeinstra questioned why there wasn't a connection to the southern property line for possible future development and Mr. Stuive replied that there wasn't one proposed and the Ottawa County Road Commission did not require them to put one in.

Mr. Adams had questions regarding the drainage of the property and Mr. Stuive responded that the drainage flows west to east to the proposed ponds.

Motion by Adams to recommend approval to the Township Board. Seconded by Zeinstra. **Approved 5-1.** Dissenting vote by Nadda.

B. Griffioen Special Use Request – 10259 52nd Avenue

- Farm equipment storage with incidental repair and service

Mr. Griffioen introduced the project showing where the proposed building would be located on a survey.

Planner Ransford reviewed his memo and the interpretation of the Zoning Ordinance from the Township Attorney.

Chairperson Longcore opened the public comment section for the public hearing.

Seeing no comments, he closed the public comment section.

Commissioners discussed the Township Attorney's interpretation and if this project meets the standards.

Mr. Griffioen reviewed the conditions of approval on the resolution at the request of Chairperson Longcore and agreed to the conditions.

Motion by Zeinstra to approve the Special Land Use and Resolution 110722-1 as presented. Seconded by Nadda. **Approved 6-0**

C. Tommy's Express – 5380 Lake Michigan Dr.

- Vehicle Wash Establishment

Due to professional conflict of interest, Mr. Zeinstra recused himself from the discussion.

Steve Witte from Nederveld, representing the applicant introduced the project and reviewed Planner Ransford's memo.

Planner Ransford briefly reviewed his memo and explained the process of the public hearing.

Chairperson Longcore opened the public comment section for the public hearing.

Tony Vasquez, an Allendale resident, questioned why the Township would need another car wash and is worried about the noise and the traffic.

Jim Anderson, an Allendale resident, is also worried about the noise level from the car wash.

Chairperson Longcore opened the public comment section for the public hearing.

Mr. Witte responded to the comments presented.

Mr. Zuniga does not agree with the traffic study that was presented and Mr. Adams questions the “peak hours” that were studied. But they also opined that it doesn’t affect the Planning Commission review of the project.

Motion by Chapla to approve the project as presented. Seconded by Zuniga. **Approved 5-0**

Mr. Zeinstra rejoined the meeting.

8. Site Plan Review: None

9. New Business: None

10. Old Business:

A. Master Plan – End of comment period

Planner Ransford reviewed his memo regarding the Master Plan distribution end of the comment period. He did note that the Census information is delayed and if the Commission would like to move forward with the process, they could use data from the American Community Survey (ACS).

Commissioners discussed language regarding clarification for farming in the RE district and traffic study data or documentation.

Commissioners directed Planner Ransford to update the language clarifying farming in the RE Zoning District and directed him to use the ACS data in place of the Census data, and subsequently schedule the public hearing.

11. Public Comments

Chairperson Longcore opened the public comment section for the public hearing and seeing no comments closed the public comment section.

12. Township Board Reports

Mr. Zeinstra reported that the Board has been working on the budget and has set the public hearing for the 2023 Budget. They also approved the Preliminary Plat for Springfield North and talked about the extension to the DDA.

13. Commissioner and Staff Comments

Mr. Longcore has concerns regarding the special use language and differentiating a farm use from an agricultural special use permitted in the AG District. Commissioners decided that this will be put on the 2023 Work Program.

14. Chairperson Longcore adjourned the meeting at 8:39 p.m.

Next meeting November 21, 2022 at 7:00 p.m.
Minutes respectfully submitted by Kelli McGovern



**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

November 21, 2022

7:00 p.m.

Allendale Township Public Meeting Room

1. Call the Meeting to Order
2. Roll Call:
Present: Longcore, Adams, Zuniga, Chapla, Nadda, Zeinstra
Absent: Westerling
Staff and Guests Present: Planner Greg Ransford, Chris Grzenkowicz, Andrew Shaw, Dan Nyenhuis, Eric DeYoung, Kelly Kuiper, Chad Koster, Michael Bosgraaf
3. Communications and Correspondence: None
4. Motion by Adams to approve the November 7, 2022, Planning Commission minutes as presented. Seconded by Zeinstra. **Approved 6-0**
5. Motion by Longcore to approve the November 21, 2022, Planning Commission agenda as presented. Seconded by Zuniga. **Approved 6-0**
6. Public Comments for *non-public hearing item*:
Chairperson Longcore opened the public comment section for non-public hearing items.
Seeing no comments, he closed the public hearing section.
7. Public Hearings: None
8. Site Plan Review:
 - A. ALDI Site Plan Application – 5316 Lake Michigan Dr.
 - Seeking 20,161 square foot assortment grocery store

Chris Grzenkowicz, representing the applicant, presented the project and noted that ALDI is requesting a waiver for a sidewalk on the south side of the property running from the building to Farmway Dr. that it could be 5 feet wide instead of the required 8 feet.

Planner Ransford reviewed his memo and reviewed the history of this project.

Mr. Zeinstra asked if a notation on the plan stating “future cross access” would be acceptable to show, then the easement could be created in the future. Commissioners opined that it would be acceptable but discussed how would this be followed through on in the future. Whether it would be in the title or a development agreement.

Mr. Zeinstra suggested the type of tree on the east side of the building be revised and that the number of trees on the north side be reduced.

A representative from ALDI will provide the Township with a sample access document they have used elsewhere.

Commissioners discussed the relief of the 8-foot sidewalk requirement. Consensus among Commissioners was that the 5-foot sidewalk would be sufficient.

Motion by Adams to approve the ALDI site plan with the following conditions:

 - Landscaping along the east side of the building will be revised by moving the White Pines to the east corner of the property and reduce the number of trees on the north side of the building.
 - Adding a notation on the plans for an easement for future cross access and confirmation with the Township Attorney on how to record this access.

- Correct the grading plans.
- Correct the note for painting the bollards.

Seconded by Zeinstra. **Approved 6-0**

9. New Business:

A. Map Amendment Applications

- Stillwater Capital – 11500 56th Ave.
- Seeking rezoning from Industrial to R-1

Kelly Kuiper, representing the applicant, presented the request for rezoning.

Planner Ransford reviewed his memo.

Commissioners discussed the highest and best use of the property, the wetlands on the remaining property and the roads.

Commissioners directed Planner Ransford to set the public hearing for this project.

- IMD Capital, LLC – 10222 52nd Ave., 10274 52nd Ave., 10320 52nd Ave.
- Seeking rezoning from RE to R-4

Chad Koster and Mike Bosgraaf introduced themselves as the applicants and Eric DeYoung, from Nederveld, presented the rezoning project. They would like to rezone to properties to construct upscale multi-family housing community.

Planner Ransford reviewed the memorandum he prepared.

Commissioners discussed potential density for the suggested use.

Commissioners opined that this would be a good fit for this area and directed Planner Ransford to schedule the public hearing.

10. Old Business: None

11. Public Comments:

Chairperson Longcore opened the public comment section and seeing no comments he closed the public comment section.

12. Township Board Reports:

Mr. Zeinstra reported that the Board had the budget public hearing. The Board discussed street light assessments, health insurance and a discussion with Chad Doornbos about a possible water and sewer agreement with a developer in Blendon Township.

13. Commissioner and Staff Comments:

Mr. Nadda questioned how many more student apartments Allendale can handle?

14. Chairperson Longcore adjourned the meeting at 8:13 p.m.

Next meeting December 5, 2022, at 7:00 p.m.

Minutes respectfully submitted by Kelli McGovern



**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

December 5, 2022

7:00 p.m.

Allendale Township Public Meeting Room

1. Call the Meeting to Order
2. Roll Call:
Present: Longcore, Adams, Zuniga, Chapla, Nadda
Absent: Westerling and Zeinstra
Staff and Guests Present: Planner Greg Ransford
3. Communications and Correspondence:
Email with an updated version of the November 21, 2022, PC Minutes to fix the date listed.
4. Motion by Chapla to approve the updated November 21, 2022, Planning Commission minutes as presented.
Seconded by Nadda. **Approved 5-0**
5. Motion by Longcore to approve the December 5, 2022, Planning Commission agenda as presented.
Seconded by Zuniga. **Approved 5-0**
6. Public Comments for *non-public hearing item*:
Chairperson Longcore opened the public comment section for non-public hearing items.
Deanna Hunter, a resident of Allendale, has concerns about gravel mines in the township, specifically the current ones close to her home in the area of 46th and Bliss and the possibility of a new mine coming to the area.
Seeing no more comments, Chairperson Longcore closed the public comment section.
7. Public Hearings:
 - A. 2023 Master Plan
Planner Ransford provided an overview of the proposed Master Plan and the process of reviewing the Master Plan.
Chairperson Longcore opened the public comment section for the Master Plan Public Hearing.
Ed Beck, a resident of Allendale, lives on 56th, wondered why the zoning of his property is changing.
Jay Knoper, a resident of Allendale is also wondering why the zoning of the properties on 56th are changing from Agricultural to Moderate Density Residential.
Chairperson Longcore and Planner Ransford responded saying that the Master Plan is not changing the current zoning of the properties, just the plan for possible use in the future. And that there was no change from the 2013 Master Plan.
Seeing no more comments, Chairperson Longcore closed the public comment section.
Motion by Chapla to approve adoption of the prepared and presented resolution on the findings that the proposed Master Plan is desirable, proper and furthers the use, preservation, and development goals and strategies of the Township. Seconded by Zuniga. **Approved 5-0**
8. Site Plan Review: None
9. New Business:
 - A. John Bakale Mining Application – 12943 76th Ave. & 12673 76th Ave.

Kurt Koella from Lakeshore Environmental, representing the applicant, introduced the project and gave a brief history and how they got here.

Planner Ransford reviewed his memo regarding this mine.

Mr. Zuniga asked for clarification as to where they are in the process. Mr. Koella clarified that the pond itself is dug, there is just cleaning up around and grading of the site along with moving the excess material offsite.

Mr. Chapla asked Planner Ransford if this proposed project complies with the current Master Plan and Zoning Ordinances. Planner Ransford confirmed that it does.

Mr. Longcore asked about the requested hours of operation and that they differ from the current operating hours that the project is following under the temporary conditional permit that is in place. Mr. Koella agreed that they will continue to operate under the current hours of Monday – Friday 8:00am-5:00pm.

Commissioners went over the considerations that Planner Ransford noted in his memo and opined that they were ok with the request as is and that they would require a \$50,000 bond with the OCRC as the beneficiary for maintenance and repair for 76th Ave. and Warner St.

Commissioners directed Planner Ransford to set the public hearing for this project.

10. Old Business: None

11. Public Comments:

Chairperson Longcore opened the public comment section and seeing no comments he closed the public comment section.

12. Township Board Reports: None

13. Commissioner and Staff Comments:

Mr. Adams thanked Planner Ransford for his summary of the Master Plan practice and process.

Mr. Nadda asked about the issues brought up in the earlier comment section regarding mining operations and complaints.

Chairperson Longcore explained the complaint process and that the Commission does not enforce the ordinances and the conditions of approvals. The complaints go to the Township staff and Supervisor to be rectified.

Chairperson Longcore announced that he is resigning from the Planning Commission as he is moving outside of the Township.

14. Chairperson Longcore adjourned the meeting at 8:01 p.m.

Next meeting December 19, 2022 at 7:00 p.m.



**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

December 19, 2022

7:00 p.m.

Allendale Township Public Meeting Room

1. Call the Meeting to Order
2. Roll Call:
Present: Longcore, Adams, Zuniga, Nadda
Absent: Westerling, Zeinstra, Chapla
Staff and Guests Present: Planner Greg Ransford, Kelly Kuiper, Steve Griffioen, Scott Dekkenga, Eric DeYoung
3. Communications and Correspondence: None
4. Motion by Nadda to approve the December 5, 2022, Planning Commission Minutes as presented. Seconded by Adams. **Approved 4-0**
5. Motion by Longcore to approve the December 19, 2022, Planning Commission Agenda as presented. Seconded by Nadda. **Approved 4-0**
6. Public Comments for *non-public hearing item*:
Chairperson Longcore opened the public comment section for non-public hearing items.
Seeing no comments, Chairperson Longcore closed the public comment section.
7. Public Hearings:
 - A. Map Amendment Applications
 - Stillwater Capital – 11500 56th Ave.
 - Seeking rezoning from Industrial to R-1

Kelly Kuiper, representing the applicant, presented the request for rezoning.

Planner Ransford reviewed his memo and explained to the public present the process of rezoning.

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

Seeing no comments, Chairperson Longcore closed the public comment section.

Commissioners opined that this is a good transition and would be a good fit in this area.

Motion by Adams to recommend to the Board adoption of the R-1 zoning request. Seconded by Zuniga. **Approved 4-0**

 - Suchowian (previously IMD Capital, LLC) – 10222 52nd Ave., 10274 52nd Ave., 10320 52nd Ave.
 - Seeking rezoning from RE to R-4

Eric DeYoung, representing the applicant, presented the request for rezoning.

Planner Ransford reviewed his memo.

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

Steve Griffioen, a resident of Allendale, has questions regarding the timeline of improvements needed to support a project in the R-4 zoning district as the road is gravel and there is no water and sewer down 52nd Ave. past Pierce St.

Seeing no more comments, Chairperson Longcore closed the public comment section.

Mr. DeYoung addressed the concerns brought up by Mr. Griffioen, and stated that when the area was developed, the applicant seeking that development would be responsible for those improvements. Planner Ransford confirmed this statement.

Motion by Adams to recommend to the Board adoption of the rezoning of 10222 52nd Ave., 10274 52nd Ave., and 10320 52nd Ave. from the Rural Estates Zoning District to the R-4 Zoning District. Seconded by Nadda. **Approved 4-0**

8. Site Plan Review: None

9. New Business:

A. 2023 Meeting Schedule

Planner Ransford presented the proposed 2023 Meeting Schedule.

Commissioners discussed the July 3rd meeting date and agreed to leave it off the calendar, but as a possible add on *if needed* date.

Motion by Adams to approve the 2023 proposed meeting schedule and to leave the July 3rd as an *if needed* date. Seconded by Zuniga. **Approved 4-0**

10. Old Business: None

11. Public Comments:

Chairperson Longcore opened the public comment section for non-public hearing items.

Seeing no comments, Chairperson Longcore closed the public comment section.

12. Township Board Reports: None

13. Commissioner and Staff Comments:

Commissioners discussed the Penske trucks parking at the True Value and are satisfied that the rental trucks are not being parked in the front of the building.

Mr. Nadda asked about Station 45 and the status of the request regarding the building and parking of vehicles on the property next to the car wash. Planner Ransford informed the Commissioners that in the staff meeting this was discussed and we are continuing to work with Station 45 and its owner to bring it to compliance.

Planner Ransford will be on vacation for the next meeting, but his associate, Mr. Yeomans, will be attending in his place.

14. Chairperson Longcore adjourned the meeting at 7:39 p.m.

Next meeting January 2, 2023, at 7:00 p.m.

Minutes respectfully submitted by Kelli McGovern

