1. Meeting called to order

2. Roll Call:

Present: Adams, Zuniga, Longcore, Schut, Zeinstra
Absent: Westerling, (open seat)
Staff present: Ransford

3. Received for Information: None.

4. Motion by Zeinstra to approve the September 3, 2019 Planning Commission Minutes with the change of “Approved 3-0” to “Approved 4-0” on page 3. Seconded by Schut. Approved 5-0.

Motion by Schut to approve the August 19, 2019 Planning Commission Minutes. Seconded Zuniga. Approved 5-0.

5. Motion by Longcore to approve the September 16, 2019 Agenda. Seconded by Adams. Approved 5-0.

6. Public Comments for non-public hearing items:
   A. Amanda Murray – Lakeshore Advantage

   Amanda Murray was not present.

   Chairperson Longcore opened the public comment period. He closed the public comment period due to no comments.

7. Public Hearings: None.

8. Site Plan Review: None.

9. Old Business:
   A. Planned Unit Development & Site Condominium
      - Allendale Place – 64th Avenue – 36 Single-family site condominium units and private road

      Todd Stuive of Exxel Engineering was present to discuss the proposed revisions to Allendale Place. He summarized the changes that have been done. They are proposing 36 condos rather than the 37 that were previously proposed. One lot has been removed from what was previously proposed. He said that they are requesting one additional lot than what is allowed for bonus density. There are 3.01 acres of open space proposed – originally 2.7 acres were proposed. The depth of the land along the back of lots four through 16 has been decreased. In the open space near the pond, a pavilion is proposed rather than the original playground.

      Mr. Stuive stated that the memo from Planner Ransford was incorrect – it stated that Exxel Engineering has reduced the number of bonus lots that they are seeking from three to two. Mr. Stuive stated the correct number is from two to one.

      Mr. Stuive said that the pond is disconnected from the adjacent pond on Trader’s Creek. The roadway matches Trader’s Creek roadway in size – it is now 26 feet in width including curbing, and the right-of-way width also matches the right-of-way in Trader’s Creek at 52 feet.
Planner Ransford briefly explained how the applicant made revisions to the preliminary plan. The applicant is back before the Planning Commission as requested by the Planning Commission Chairperson rather than going to final review. Mr. Ransford does not recall off-hand if the number of requested bonus lots decreased from three to two or two to one, nor does he know if the original 3.2 acres of open space is correct, but based on his notes from May, that was his conclusion. Mr. Stuive has suggested that it was 2.7 acres originally. Mr. Ransford told the Planning Commission that if agreed upon, a public hearing may be scheduled.

Commissioner Schut asked Planner Ransford why the pond needed to be split. Mr. Ransford said that 51% of the homeowners of Trader’s Creek needed to authorize the connection. The homeowners association of Trader’s Creek did not provide the homeowners with information and did not ask the homeowners for their approval of the connection.

Chairperson Longcore expressed concern over the narrow strip of land between the two ponds, and Mr. Adams asked if there will be a culvert between both ponds. Mr. Stuive said no, and that the berm will be elevated above the 100-year flood elevation. Both ponds will be at the same elevation. The distance between the two ponds is 15 feet. Chairperson Longcore was concerned over what would happen if the two ponds connected by a breech. Mr. Stuive replied that this is why he feels it would be best to connect the two ponds, but in an event that a breech occurred, the homeowners association would be responsible to fix the issue.

Mr. Adams asked if the pond is used for detention. Mr. Stuive stated that it is used for detention and is designed for a 100-year overflow. Both ponds will rise and fall at the same rate because they are at the same elevation.

Chairperson Longcore asked the Planning Commission their thoughts about the open space. Mr. Adams wondered if the open space is accessible to everybody. Mr. Longcore replied that it seems to be that they are using the open space as a buffer to the neighbors on the opposite side of the open space. He would like to see more usually common areas. The Planning Commission discussed other developments that used open space.

Steven Hanson, a builder for the project, stated his thoughts about the pavilion. He said that people are going to use the open space for family events. He has found that people often do not like paths behind their homes. There are sidewalks to get to the pavilion. Mr. Hanson said that the pavilion will be used more than playground equipment, and he thinks that people will be drawn more to a pavilion than playground equipment.

Mr. Zeinstra said that the open space in this development seems very useable and it meets the ordinance. He would like to see more open space, but there are only so many acres available.

Staff will schedule the public hearing because the Planning Commission approves the preliminary plan revisions.

B. Kennels

Township Attorney Bob Sullivan could not be present at this meeting, but will be at the next Planning Commission meeting, if necessary. Planner Ransford recapped the draft language found in the memo. Mr. Schut asked if the age of a dog is a factor when considering if a property is determined to be a kennel. Mr. Ransford replied that dogs under the age of six months are not included in the number of allotted dogs per property before it is considered a kennel.

Mr. Schut would like to consider the current kennel that is in question. He would like to send letters to the neighbors near the kennel and to the kennel itself prior to finalizing the language of the ordinance.
Mr. Zeinstra asked if 100 feet is either necessary or adequate. He also made the suggestion to add section vi to section iv of the memo. Current operating kennels may have the possibility of being grandfathered in for the size of the property and facility. Mr. Zeinstra said that there should be evidence for how much acreage is needed per dog. He asked if there is a calculation to see how many dogs are allowed per acre.

Chairperson Longcore said that the Commission could put together an ordinance by looking at recommendations by the Humane Society. Mr. Schut felt that there does not need to be a specific number of allowed dogs because this is a matter for building code. Mr. Zeinstra recapped that he had two main concerns: the issue of keeping both the animals and the noise on the property.

Mr. Schut suggested that from 7pm to 7am dogs are not allowed outside. Chairperson Longcore said that when the ordinance is finalized, it should reference the county code Article ccc300.1.5.1. Property owners need to meet Ottawa County’s fencing requirements for dog kennels.

C. Master Plan Workshop Summary

Mr. Ransford stated that 15 residents attended the Master Plan Workshop. The supported location of the town center was slightly off from where the group preferred. The Planning Commission discussed the aspects of a town center/downtown area for Allendale, and the downtown areas of townships and cities in the area.

The Planning Commission shared their thoughts regarding a town center/downtown area. The area between 68th Ave and 48th Ave. was designed for commercial use. Mr. Zeinstra mentioned that Allendale has always been a bedroom community and driving community. He felt that there is no need for a town center because Allendale does not have a high enough density to support it.

Staff will begin to draft Master Plan chapters as outlined in the Framework.

10. New Business: None

11. Public Comments: *Chairperson Longcore opened the public comment period. He closed the public comment period due to no comments.*

12. Township Board Reports: Mr. Zeinstra said that the township is working on a new web design.

13. Commissioner and Staff Comments: Mr. Adams complimented Mr. Ransford for conducting a successful Master Plan Workshop. Mr. Schut asked if the Planning Commission lost members. They said that Commissioner Kleinjans resigned.

14. Chairperson Longcore adjourned at 9:01pm.

**Next meeting October 7 at 7:00 p.m.**