

**ALLENDALE CHARTER TOWNSHIP  
PLANNING COMMISSION MEETING**

*June 21, 2021*

*7:00 p.m.*

- 1) Meeting called to order
- 2) Roll Call  
Present: Westerling, Adams, Zuniga, Schut, Kelley, Zeinstra, Longcore  
Staff Present: Greg Ransford  
Other Guests Present: Chad Demers, Lora Richmond
- 3) Received for information: Allendale Township Supervisor, Adam Elenbaas was present to update the Planning Commission on the financials and timelines of the Fire Station project. Email received from Lighthouse Community Church of discussion items.
- 4) Motion by Zuniga to approve the June 7, 1021, Planning Commission Meeting Minutes based on a correction being made to Section 7, regarding Allendale Christian School; requesting the incorrect opposed vote naming Mr. Zuniga be changed to Mr. Kelley. Seconded by Adams.  
**Approved: 7-0**
- 5) Motion by Longcore to approve the June 21, 2021, Planning Commission Agenda. Seconded by Kelley. **Approved: 7-0**
- 6) Public Comments for *non-public hearing items*:  
*Chairperson Longcore opened the public comment section for non-public hearing items. No comments were made, and he closed the public comment section.*
- 7) Public Hearings
- 8) Site Plans to Review

A. Lighthouse Community Church – Building Addition

Mr. Chad Demers, a representative of Lighthouse Community Church briefed the Commission regarding the proposed Phase Three, which includes a multi-purpose room, four classrooms, and a storage room. He reiterated the space would not be used as worship space. He indicated he had not been able to obtain any photometrics from the previous or current plans to share with the Commission.

Mr. Longcore inquired about the parapet screens, and Mr. Demers explained there currently two different screens, one 78 inches tall from the roof deck to the top. The other screen was eight feet tall and would not be added to, but rather they one of the RTU's would be placed behind it, thus only one screened rooftop unit would be added and would match the existing unit. The Commissioners discussed and agreed it was satisfactory.

Other items discussed were the greenbelt on the west side and the traffic study. The Commission noted some trees that would need to be transplanted near the parking lot to the greenbelt area, and Mr. Demers agreed that would be completed. Mr. Demers addressed the traffic study explaining there had been no traffic issues, and if a future parking lot were to be added, there would need to be an additional study. Planner Ransford confirmed the future parking lot was not part of the current plans for approval.

Mr. Longcore asked for clarification regarding the approval being for a minor amendment. Planner Ransford confirmed that to be the case and indicated the Commission would be approving the minor amendment, due to Phase Three differing slightly from previous approval in 2015.

Mr. Zeinstra made the motion to approve Phase Three as minor amendment to the special use and the Phase Three site plan. Seconded by Westerling. **Approved: 7-0**

10) Old Business

11) New Business

12) Public Comments

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

13) Township Board Reports

Trustee Zeinstra updated the Commission stating the park statue had been voted on and would remain in the park.

14) Commissioner and Staff Comments

15) Adjourn – Chairperson Longcore adjourned the meeting at 7:39 p.m.

**Next meeting Monday, July 19, 2021, at 7:00 p.m.**

*Planning Commission Minutes respectfully submitted by Lora Richmond*