

**PROPOSED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
JUNE SESSION 2nd DAY**

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, June 24, 2024, at 6:00 p.m. and was called to order at 6:02 p.m. by Mr. Elenbaas.

Present at Roll Call: Mr. Smit; Ms. Hansen; Ms. Schuitema; Mr. Vander Wall; Mr. Zeinstra; Ms. Kraker; and Mr. Elenbaas. (7)

Absent at Roll Call: None. (0)

Staff and Guests Present: Bob Sullivan, Legal Counsel; Natasha Shepard, Community Coordinator; Sgt. Cal Keuning, Sheriff Department; and Kristin Doornbos.

Ms. Schuitema pronounced the invocation.

Mr. Elenbaas led in the Pledge of Allegiance to the Flag of the United States of America.

BOT 24-092 Mr. Zeinstra moved to approve the agenda of today as presented. The motion passed.

BOT 24-093 Mr. Smit moved to approve the following Consent Resolutions:

1. To approve the Minutes of the June 10, 2024, Board of Trustees meeting with the following amendments: to correct the spelling of Emeral Springs to Emerald Springs in action item BOT 24-087.
2. To approve the general claims in the amount of \$215,831.75 and interim payments of \$223,353.86, as presented by the summary report for June 24, 2024.

The motion passed.

Items Received for Information

1. Planning Commission June 3, 2024, Meeting Minutes
2. Fire Department May Report
3. Sheriff's Department May Report
4. May Financial Report
5. Notice of Hire: Stephanie Reyes, Circulation Assistant at a wage of \$15.20 per hour; and Leslie Swart, Human Resources Administrative Assistant at a wage of \$20.75 per hour.

Public Hearings- None

Public Comments

Comments were received from:

1. Kristin Doornbos, Allendale

BOT 24-094 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers- None

Action Items

BOT 24-095 Mr. Vander Wall moved to approve and authorize the Clerk and/or Supervisor to sign Ordinance 2024-04: Zoning Ordinance Text Amendments; an ordinance amending the following zoning ordinance text: Section 2.01 – Purpose to revise “Land Use” to “Master” to refer to the Master Plan; will amend Section 3.01D – Effect of Zoning, Unclassified Uses to revise “land use plan” to “Master Plan;” will amend Section 21.03 – Parking Lot Pavement Requirement to provide for additional exclusions from the requirement of pavement for drives and parking lots, which additional exclusions include parking areas that are low volume, infrequent, and intermittent, parking areas located in a side or rear yard that is fully screened from roads and adjacent property and limits their use and location and, parking areas within the Industrial Zoning District when used for certain equipment or activity. When excluded, those parking surfaces shall be constructed of a dustless surface, as approved by the Planning Commission; will amend Section 21.04E – Curb and Gutter Requirements, in title only; will amend Section 23.08F2ci – Removal of Topsoil, Sand, Gravel, or Other Materials by requiring a mining operator to provide evidence that the resulting soils can support future infrastructure and buildable lots; will amend Section 23.20E4 – Renewable Energies, Permitted Special Uses with Conditions, by renumbering subsections only; will add Section 23.21 – Outdoor Venues to allow for outdoor venues as a special use within the Agricultural and Rural Zoning District, the General Commercial Zoning District, and the Industrial Zoning District. The language will establish ingress and egress requirements, minimum lot area, setbacks for buildings, spectator areas, non-motorized and motorized events, use of concession stands, food trucks, pro-shops, and clubhouses, prohibition of overnight accommodations other than the owner or manager of the facility, minimums for restrooms, off-street parking, fencing, outdoor lighting, site plan requirements, conditions by the Planning Commission and, special event provisions to allow for events that exceed the general provisions for an outdoor venue and to limit special events to no more than five in any calendar year; will add Section 23.22 – Outdoor Wood Boilers to create a minimum lot area for outdoor wood boilers and prohibit them in certain areas. It will also include minimums for exhaust, regulate what can be used as fuel, and address the control of smoke; will amend Section 24.11 – Expansion of Existing Use, Structure, or Building by striking Subsection A in its entirety and provide the Planning Commission with the authority to allow for the expansion, enlargement, or increase in intensity of a nonconforming use when special circumstances exist and allow the

Planning Commission to reduce the extent of compliance with the provisions of the Zoning Ordinance where it is demonstrated that the nonconformity will be lessened even though the Ordinance provision is not fully complied with. In order to provide such a reduction, the criteria, as proposed for revision, within Subsection B, must be reviewed. As a result of the removal of Subsection A, formally the reference to Subsection B will also be removed; will amend Section 26.03 – Expansion to add a reference to nonconforming uses regulated by Section 24.11 of the Zoning Ordinance; will add to Section 32.08 – Definitions, to include Green Wood, which is any part of a tree that has not been but and seasoned at least nine months and is not gray in appearance; will add to Section 32.16 – Definitions, to include Outdoor Venues, which is generally an outdoor gathering for wedding receptions, business events, athletic fields, firearm events, motorized events or similar activity; will add to Section 32.16 – Definitions, to include Outdoor Wood Boiler, which is any equipment or device installed outdoors with the primary purpose of combustion fuel to produce heat for an interior space and; will add to Section 32.20 – Definitions, to include Special Event, which is any activity that is an excess or persons or parking or both at an Outdoor Venue, or for an activity that exceeds the parameters of the Outdoor Venue special use permit, of the Allendale Charter Township Zoning Ordinance. The motion passed.

BOT 24-096 Mr. Zeinstra moved to approve the purchase of two additional License Plate Readers at a cost of \$3,000.00 each and an annual maintenance cost of \$3,000.00 per camera. The motion failed as shown by the following votes:

YAYS: Mr. Zeinstra; Ms. Kraker; Mr. Vander Wall (3)
NAYS: Ms. Schuitema; Mr. Smit; Ms. Hansen; and Mr. Elenbaas (4)
ABSENT: None (0)

BOT 24-097 Mr. Zeinstra moved to approve the Revised Township Master Plan Review Draft and to Authorize for its Distribution. The motion passed.

BOT 24-098 Ms. Schuitema moved to approve Budget Amendment 2024-02, adding an expense total of \$1,672.50 for Historical Society Legal Fees Associated with Bylaws and 501c3 Application. The motion passed as shown by the following votes:

YEAS: Mr. Zeinstra; Ms. Hansen; Ms. Schuitema; Mr. Vander Wall; Ms. Kraker; Mr. Smit; and Mr. Elenbaas. (7)
NAYS: None (0)
ABSENT: None (0)

Discussion Items- None

Public Comments- None

BOT 24-099 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Ms. Kraker would like the board to take a tour of the Historical Society.

Mr. Zeinstra inquired about the cameras in the park and suggested we research if there is a need for additional cameras.

Ms. Hansen reminded the board of the first Coolers & Concerts performance tomorrow night featuring Sweet Justice. She thanked the board for the opportunity to attend the Michigan Association of Municipal Clerk's conference last week. She provided input into some of the election concerns that were addressed during public comment.

Mr. Vander Wall informed that board that he will be retiring from his full-time job on June 30, 2024. He looks forward to focusing on retirement. This will not impact his duties as Township Treasurer.

Mr. Elenbaas informed the board that Ms. Hansen was named the 2024 Michigan Township Clerk of the Year by the Michigan Association of Municipal Clerks (MAMC). She was nominated by colleagues and chosen for placement on the ballot by a committee. Clerks throughout the state, about 1,500, voted in the categories of City Clerk, Township Clerk, Village Clerk, and Deputy Clerk. She was chosen amongst all other Township Clerks for this award. The MAMC Clerk of the Year program is "designed to honor municipal clerks who demonstrate professional and personal qualities representing the best of the clerk profession."

Several board members had questions and offered Ms. Hansen congratulations.

BOT 24-100

Mr. Schuitema moved to adjourn the meeting at 7:17 p.m. The motion passed.

Jody L. Hansen, Clerk
Of the Township of Allendale

Adam Elenbaas, Supervisor
Of the Township of Allendale