

**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING MINUTES**

October 7, 2024 – 7:00 p.m.

Allendale Township Public Meeting Room

1. Meeting was called to order at 7:00 p.m. by Vice Chairman Nadda.
2. Roll Call – Vice Chairman Nadda, Secretary Zuniga, Member Zeinstra, Member Westerling, Member Jacquot, and Member Bronson were present. Also in attendance was Mr. Greg Ransford of Fresh Coast Planning. Chairman Adams was not present.
3. Communications and Correspondence – None.
4. Motion was made by Member Zeinstra, seconded by Member Westerling to approve the September 16, 2024, Planning Commission minutes. Motion was carried unanimously.
5. Motion was made by Vice Chairman Nadda, seconded by Member Jacquot to approve the agenda. Motion was carried unanimously.
6. Public Comments for *non-public hearing items*.

There being no speakers for public comment, Vice-Chairman Nadda closed the public comments.

7. Public Hearings:

A. Section 12.06 – Development Requirements for PUD’s with Residential Uses.

Mr. Ransford advised that Section 12.06 is scheduled for public hearing with the modification that the Planning Commission directed at a previous meeting. Between that meeting and now legal counsel has had a chance to review it, his comments were merely organizational, subsectional references, and a few word changes which are all noted in the copy provided (attached as Exhibit A). He also mentioned Subsection F could be positioned elsewhere, although it is not wrong it is there, but because that particular title talks about non-residential uses whereas this section for the most part is intended for residential with the exception of mixed use, the Modderman revisions that were made, somebody looking directly for non-residential use requirements may not look in 12.06 and possibly overlook this. If you did move it to another section now there would have to be another public hearing or you could do a clean up item later. The commission agreed it would need to be moved but prefer to do it in a clean up item at a later date with a public hearing.

Vice-Chairman Nadda opened the public hearing. There being no speakers for public comment, Vice Chairman Nadda closed the public hearing.

Motion was made by Member Zeinstra, seconded by Member Westerling to recommend adoption of Section 12.06 with the attorney revisions to the Board. Motion carried unanimously.

B. Master Plan (Town Center)

Mr. Ransford gave an overview of the Master Plan item that has been discussed at previous meetings noting that the core of it was the Town Center with other areas being modified that connect to that as well as the map, today is the public hearing for that.

Vice-Chairman Nadda opened the public hearing. There being no speakers for public comments, Vice-Chairman Nadda closed the public hearing.

Motion was made by Vice Chairman Nadda, seconded by Member Westerling to recommend adoption of the Master Plan as presented to the Board. Motion carried unanimously.

8. Site Plan Review: None on the agenda.

9. New Business: None on the agenda.

10. Old Business:

A. Work Program

- Section 12.11A – Changes to An Approved PUD

Mr. Ransford stated that in regards to 12.11A two words were suggested to be added by counsel, as the way it was written would kind of handcuff the Commission a little bit, he has written it in a way that when you request written documentation you don't necessarily have to be locked into that, so he suggested a couple words and then it can be scheduled for a public hearing; no action is needed at this meeting, it is more of an FYI for the Commission. It was noted that when reading "any objection from a property owner", that implies it is only one property owner and if they all object there is a difference in that statement, it should read "if any or all object". Mr. Ransford advised the Commission that this will be scheduled for a public hearing the first meeting in November with the modification noted by the Commission.

B. Text Amendment Discussion

- Bed and Breakfast – Sample Language

Mr. Ransford provided three examples for the Commission; The Sparta example was the most preferred example with the following suggestions for changes: capping stays at no more than 30 days; it must be a part of the primary residence with the owner/operator in the same structure; allowed in Ag or R1 as a special use so that parking/signage can be considered; require paved parking; and include a definition of what a bed and breakfast is in the language. The commission asked Mr. Ransford to draft language for Allendale with the comments provided today, to be considered at a future meeting.

- Support Services

Mr. Ransford advised that this is draft language previously requested by the Commission. The Commission requested a check by legal counsel regarding the 5 adult limit and how that applies if a child of an adult resident turns 18 while in the home or if there are dependents over 18 who have special needs. Commission agreed with moving this to a public hearing once the legal opinion is obtained.

- Duplex Ownership – Legal Opinion

Mr. Ransford explained that the legal opinion was that the Township cannot require a duplex to be owner occupied in the zoning ordinance. There was discussion regarding the differences between condominium units and duplexes. The Commission requested more clarifying language be brought back regarding rental prohibition language. Mr. Ransford will contact the Township Attorney in this regard.

11. Public Comments – None.

12. Township Board Reports

Member Zeinstra reported that the Township Board continued discussion on the budget, the coal power plant closure, wage adjustments for employees who have taken on additional responsibilities, and lump sum raises. A Commission member asked if there was any talk of adding an additional deputy to Allendale, Member Zeinstra said that had not been discussed thus far.

13. Commissioner and Staff Comments - None

14. Meeting was adjourned at 7:59 p.m.

Next Planning Commission meeting is scheduled for October 21, 2024, at 7:00 p.m.