

**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING MINUTES**

September 16, 2024 – 7:00 p.m.

Allendale Township Public Meeting Room

1. Meeting was called to order at 7:00 p.m. by Chairman Adams.
2. Roll Call – Chairman Adams, Vice Chairman Nadda, Secretary Zuniga, Member Zeinstra, Member Westerling, Member Jacquot, and Member Bronson were all present. Also in attendance was Mr. Greg Ransford of Fresh Coast Planning.
3. Communications and Correspondence – None.
4. Motion was made by Member Jacquot, seconded by Member Westerling to approve the July 1, 2024, minutes, noting that Member Adam’s name is spelled with one “d”.
5. Motion was made by Member Adams, seconded by Member Zeinstra to approve the Agenda.
6. Public Comments for *non-public hearing items*.

First Speaker was Sucihnen Yoneo, she spoke on behalf of Bridget’s House and how much the program helped her and changed her life and encouraged the Commission to support the organization.

Heather Devereaux representing Ripple Effect, explained the need for the support houses offered by Bridget’s House organization and how important it is to have a zoning option so they can look for sites or homes in Allendale as it is a service that is needed along with affordable housing in the Allendale community.

Victoria Ferrier, Minister for Bridget’s House, stressed the need for these types of homes to help families get on their feet. She explained the intake process, setting goals and targets for families and how these things all provide new beginnings and opportunities to thrive in the community.

There being no other speakers for public comment, Chairman Adams closed the public comments.

7. Public Hearings: None on the agenda.
8. Site Plan Review: None on the agenda.
9. New Business:
 - A. Water’s Edge South Planned Unit Development (Addition to Hidden Shores West PUD)
 - Seeking ten duplex units
Commission suggested adding additional parking spaces and noted no rentals, owner-occupy only. The applicant agreed to put an owner restriction within the Master Deed or as a condition of approval. *Commission agreed to move forward to a Public Hearing.*
 - B. Woodford Farm (Meyers Estates) Tentative Preliminary Plat
 - Seeking 59 single-family residential lots and two duplex lots.
Jeff Van Lear of Exxel Engineering, Inc. was present on behalf of Woodford Farm. Commission questioned who would have access to the pond, own the pond and who would be maintaining the pond. It was noted that only the homes that backed up to the pond would have access to it and they would be responsible for maintaining it. There were questions about how that would be enforced, there was no concrete answer for

that. The Commission also asked if there would be a crosswalk anywhere within the development for safe crossing of the street. Concerns regarding traffic were mentioned but decided it would be addressed in the traffic study. The applicant agreed to add a crosswalk at a T-intersection with Yield to Pedestrian signage, add some trees in the southeast corner of the development for the one adjacent condominium building, and will provide the updated covenants that address the Township Attorney comments.
Commission agreed to move forward to a Public Hearing.

C. 46th Avenue Mining Site – Annual Report.

Zach Boeve with VK Civil was present on behalf of the mine to go over the annual report. There was one complaint against the mine, that has since been resolved and an informal discussion with a neighbor that some grading was done and no other discussion with the neighbor has been occurred. Commission requested that the informal complaint from the neighbor be added to the report.

D. 5015 Warner Street Mining Site – Annual Report

Zach Boeve with VK Civil was present on behalf of the mine to go over the annual report. No complaints on site, they are on track to meet their five-year goal.

10. Old Business:

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

Mr. Ransford advised that Version 17 completed about a month ago, 17.1 and 17.2 have been created since then; he relayed that he felt Version 17 is ready for Public Hearing with maybe just a little tweaking if needed.

Commission agreed to move Version 17 to a Public Hearing.

B. Work Program

- Site Plan Amendment Thresholds

Mr. Ransford explained that his memorandum contains all the current Zoning Ordinance language addressing minor or major changes that should be able to be approved or taken care of administratively or are they required to come before the Planning Commission. *The Planning Commission concluded no changes are necessary.*

- Section 12.11 A – Changes to An Approved PUD

Mr. Ransford explained this is language that the Planning Commission discussed about a year ago regarding multiple owners within a PUD; after consultation with legal counsel the language would be revised to reflect that if any of the owners want to make amendments to a property it would still be required that they notify the other owners and get sign off, however, if the other owners do not respond or object to changes by the time the Public Hearing is held it is presumed they are fine with the change and the Planning Commission could move forward with approvals or amendments. The Planning Commission provided Mr. Ransford direction to revise and seek opinion from Legal Counsel.

Commission agreed to move forward with a Public Hearing.

C. Master Plan Town Center – Expiration of Comment Period

Commission agreed to move forward to a Public Hearing.

11. Public Comments – None.

12. Township Board Reports

Member Zeinstra mentioned that the Township Board approved the millage rates, began budget discussions and possible lobby layout changes.

13. Commissioner and Staff Comments

A. Bed and Breakfast Establishments

Zoning Ordinance currently does not allow for these establishments; however, we do have to allow for all possible uses – look at allowing with a Special Use in an Ag and R-1. Commission requested Mr. Ransford look at this and bring sample language back to the Planning Commission for consideration.

B. Support Services in the R-1 Zoning District

Discussion regarding allowing Special Use in Ag and R-1, R-2, R-3 zones to be taken on a case-by-case basis with attention to parking availability and/or recreation space. Commission requested that Mr. Ransford submit a possible Ordinance change to the Planning Commission for consideration.

14. Meeting was adjourned at 8:42 p.m.

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