

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

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, January 27, 2025, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

Present at Roll Call: Mr. Zeinstra; Ms. Hansen; Mr. Vander Wall; and Mr. Elenbaas. (4)

Absent at Roll Call: Mr. Smit; Ms. Schuitema; and Mr. MacDonald (3)

Staff and Guests Present: Bob Sullivan, Legal Counsel; Sylvia Rhodea, Ottawa County Commissioner; Sgt. Jon Smoes, Ottawa County Sheriff's Department; Brent Clark; and Sharon Kleinjans.

Mr. Zeinstra pronounced the invocation.

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

BOT 25-011 Mr. Vander Wall, with support from Mr. Zeinstra, moved to approve the agenda of today as presented. The motion passed.

BOT 25-012 Mr. Zeinstra, with support from Mr. Vander Wall, moved to approve the following Consent Resolutions:

1. To approve the Minutes of the January 13, 2025, Board of Trustees meeting as presented.
2. To approve the general claims in the amount of \$1,993,068.36 and interim payments of \$105,247.66, as presented by the summary report for January 27, 2025.

The motion passed.

Items Received for Information

1. Planning Commission January 6, 2025, Meeting Minutes.
2. Parks and Recreation Committee January 9, 2025, Meeting Minutes.
3. Notice of Hire: Circulation Assistant and Paraprofessional Librarian, Tawnee

Szczepanek at hourly wage of \$18.25 per hour.

4. December Financial Report.

Public Hearings- None

Public Comments

Comments were received from:

1. Brent Clark, Allendale
2. Sharon Kleinjans, Allendale

BOT 25-013 Mr. Elenbaas, with support from Mr. Zeinstra, moved to close public comment. The motion passed.

Guest Speakers

Sylvia Rhodea, Ottawa County Commissioner, provided county updates including: Veteran services upgrades; a potential veteran service millage request in a future election; Rosy Mound Park expansion; Adoption Day; Crockery Lake Agreement; Housing Allocations; Ottawa County Recovery Court Grand Funding; Protect Life Michigan Grant Funding; and an overview of the CMH budget deficit.

Mr. Elenbaas informed the board that the Ottawa County Road Commission denied the variance request for the Joal Street sidewalk project. He will bring this to a future meeting for further discussion.

Action Items

BOT 25-014 Mr. Zeinstra, with support from Mr. Vander Wall, moved to approve and authorize the Clerk and/or Supervisor to sign Ordinance 2025-01: Zoning Map Amendment; an ordinance to amend the Allendale Charter Township Zoning Ordinance by rezoning certain lands to the Agricultural and Rural Zoning District; to provide for severability; to provide for repeal; and to establish an effective date for this ordinance. The motion passed.

BOT 25-015 Mr. Vander Wall, with support from Mr. Zeinstra, moved to approve and authorize the Clerk and/or Supervisor to sign Ordinance 2025-02 as amended: Zoning Text Amendment; an ordinance to amend the Allendale Charter Township Zoning Text Ordinance by doing the following: add Section 7.03F – Uses Requiring Special Approval to allow Support Services Residences as a special use in the R-1 Zoning District; will add Section 8.03F – Uses Requiring Special Approval to allow Support Services Residences as a special use in the R-2 Zoning District; will add Section 9.03H – Uses Requiring Special Approval to allow Support Services Residences as a special use in the R-3 Zoning District; will amend Section 12.06F – Dedicated Open Space Requirements for Non-Residential Uses to delete its content and reserve

it for future use; will amend Section 12.07 – Procedures by relocating the content of Section 12.06F into this section; will amend Section 12.08 – Standards for Approval by relocating the content of Section 12.07 into this section and modifying section references therein; will amend Section 12.09 – Time Limits for Approved PUD District by relocating the content of Section 12.08 into this section; will amend Section 12.10 – Existing Approved PUDs by relocating the content of Section 12.09 into this section; will amend Section 12.11 – Changes to an Approved PUD by relocating the content of Section 12.10 into this section; will add Section 12.12 – Changes to an Approved PUD by relocating the content of Section 12.11 into this section, as well as provide for the notification process of an applicant to amend a multi-owner PUD; will amend Section 23.17 Support Services Residences to allow for more than five adult persons within the residence when the facility demonstrates capacity exists, and to regulate off-street parking as well as prohibit on-street parking; will add Section 23.23 – Bed and Breakfast Establishments to allow for bed and breakfast establishments as a special use in the AG Zoning District and the R-1 Zoning District, and to provide for certain requirements, including, that the use is incidental to the principal residence, off-street parking minimums, guest registration, signage, meals, prohibition of cooking facilities in guest rooms, lavatory minimums, compliance with Health Department regulations, compliance with Township Codes, owner or operator occupancy, screening of refuse, floor plan, maximum stay, and inspections; amend Section 32.03 – Definitions (B) to provide for the definition of Bed and Breakfast Establishment; will amend Section 32.20 – Definitions (S) to provide a comma in the definition of Support Services Residence, of the Allendale Charter Township Zoning Ordinance. The motion passed.

- BOT 25-016 Mr. Vander Wall, with support from Mr. Zeinstra, moved to approve and authorize the Clerk and/or Supervisor to sign the 2025 Independence Day Fireworks Contract as presented. The motion passed.

- BOT 25-017 Mr. Elenbaas introduced Ordinance 2025-03: Zoning Map Amendment-Summer Brook PUD to revert to Original R-4, Medium Density Multiple Family Residential/Office Zoning District, for its first reading.

- BOT 25-018 Mr. Vander Wall, with support from Mr. Zeinstra, moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2025-01: Designation of Township Representatives; a resolution establishing township representatives for the purposes of collective bargaining with the Utility Workers Union of America. The motion passed.

Discussion Items

1. Mr. Elenbaas provided an overview of Short-Term Rentals.

Several board members had questions and comments.

Public Comments- None

BOT 25-019 Mr. Elenbaas, with support from Mr. Vander Wall, moved to close public comment. The motion passed.

Board Comments

Mr. Zeinstra and Mr. Vander Wall would like to attend the MTA conference.

Ms. Hansen informed the board that the Ottawa County Clerk's Office will no longer host early voting after the end of the county wide contract which expires December 2025. She is investigating other options.

BOT 25-020 Ms. Hansen, with support from Mr. Zeinstra, moved to adjourn the meeting at 7:27 p.m. The motion passed.

Jody L. Hansen, Clerk
Of the Township of Allendale

Adam Elenbaas, Supervisor
Of the Township of Allendale