

**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

November 3, 2025

7:00 p.m.

Allendale Township Public Meeting Room

1. Call the Meeting to Order: 7:00 PM
2. Roll Call:
Present: Mark Adams, Todd Bronson, Ray Nadda, Rick Westerling, Bruce Zeinstra, Joe Jacquot, and Tom Zuniga
Absent: None
Staff and Guests Present: Greg Ransford and one member of the public
3. Communications and Correspondence: None
4. Motion to Approve the September 2, 2025 Planning Commission minutes by Joe Jacquot, Seconded by Ray Nadda, **Approved 7-0**
5. Motion to Approve the October 6, 2025 Planning Commission minutes by Ray Nadda, Seconded by Tom Zuniga, **Approved 7-0**
6. Approval of the Agenda with an amendment to add the approval of the September 2, 2025 minutes. Motion by Mark Adams, Seconded by Bruce Zeinstra, **Approved 7-0**
7. Public Comments for *non-public hearing items*:
There were none.
8. Public Hearings: None
9. Site Plan Review: None
10. New Business: None
11. Old Business:
 - A. Town Center Overlay Zoning District – Discussion was held regarding various provisions of the draft. Direction was provided to Ransford to speak with the Township Legal Counsel regarding a “public improvements” section and to what extent right-of-way improvements could be required of a developer if it was one large project or various projects and then the right-of-way improvements were transferred back to the Township. Direction was also provided to Ransford to revise various provisions and add images to the text. Ransford will bring the next draft to the Commission when available.
 - B. Short Term Rentals – Discussion was held regarding various provisions. Direction was provided to Ransford to include a maximum occupancy of two people per bedroom with a facility maximum occupancy of ten. Ransford will revise the language and prepare it for a public hearing in the future when additional text revisions are necessary.
 - C. Discussion was held to add items to the Work Program. Ransford will update the list with tiny houses, ADUs, pole barn setbacks in the Agricultural and Rural District, and private roads in the Agricultural and Rural Zoning District with 10 acre lots.
12. Public Comment: None
13. Township Board Reports: Commissioner Zeinstra provided a short synopsis of the recent Board meeting.
14. Commissioner and Staff Comments: Future agendas will swap the minutes and approval of the agenda.
15. Adjourn: 7:52 PM

Next meeting November 17, 2025, at 7:00 p.m.
Minutes respectfully submitted by Gregory Ransford

