

**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

December 15, 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, Rick Westerling, Todd Bronson, Bruce Zeinstra, Ray Nadda, and Tom Zuniga
Absent: Joe Jacquot
Staff and Guests Present: Greg Ransford
3. Communications and Correspondence: None
4. Approval of the Agenda. Motion to approve agenda with addition of 2026 Meeting Dates by minutes by Mark Adams, Seconded by Bruce Zeinstra, **Approved 6-0**
5. Motion to Approve November 17, 2025 Planning Commission minutes by Ray Nadda, Seconded by Tom Zuniga, **Approved 6-0**
6. Public Comments for *non-public hearing item*: None
7. Public Hearings: None
8. Site Plan Review: None
9. New Business:
2026 Meeting Dates - Motion to approve meeting dates as presented by Bruce Zeinstra, Seconded by Tom Zuniga, **Approved 6-0**
10. Old Business:
 - A. Text Amendment Discussion
 - i. Town Center – Greg Ransford revisited memo to Planning Commission. Mr. Ransford stated that the township attorney put the public improvements at the end. Discussion of parking, angled, reverse angle or parallel. Talked about the safety of how reverse angle is the best of the options. Planning Commission expressed the rewording of “A bench” under public amenities. Discussion on pitched roofs, flat roofs, and angled roofs. Discussion on sidewalk width. Discussion on sign regulations, the regulations of how the sign operates, and language on the sign. The Planning Commission provided Ransford with direction to revise.
 - ii. Planned Unit Developments, Preliminary Plan consensus was reached that the proposed draft is ready for public hearing.
 - iii. Accessory Dwelling Units (ADUs) direction was provided to Ransford to revise and schedule for public hearing.
 - iv. Pole barn setbacks in the Agricultural and Rural District - consensus was reached that the proposed draft is ready for public hearing.
 - v. Tiny Homes – discussion was held regarding various provisions. The Planning Commission will continue discussion at their next meeting.
 - vi. Private roads in the Agricultural and Rural District – direction was provided to Ransford to revise and contact the Fire Department about any concerns with road lengths.
11. Public Comment: None

12. Township Board Reports: None

13. Commissioner and Staff Comments:

14. Adjourn: 8:47 PM

Next meeting January 5th, 2026, at 7:00 p.m.

Minutes respectfully submitted by Zachary Fields



DRAFT