

APPROVED  
PROCEEDINGS OF THE ALLENDALE  
TOWNSHIP BOARD OF TRUSTEES  
MARCH SESSION 1<sup>st</sup> DAY

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, March 9, 2026, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

Present at Roll Call: Mr. MacDonald; Ms. Schuitema; Ms. Hansen; Mr. Zeinstra; Mr. Vander Wall; and Mr. Elenbaas. (6)

Absent at Roll Call: Mr. Smit (1)

Staff and Guests Present: Katie Glynn, Administration and Operations Lead; Grace Glynn; and Mary Glynn

Ms. Schuitema pronounced the invocation.

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

BOT 26-036 Mr. Vander Wall with support from Ms. Schuitema moved to approve the agenda of today as presented. The motion passed.

BOT 26-037 Mr. Zeinstra with support from Mr. MacDonald moved to approve the following Consent Resolutions:

1. To approve the Minutes of the February 23, 2026, Board of Trustees meeting as presented.
2. To approve the general claims in the amount of \$145,751.62 and interim payments of \$617,662.35, as presented by the summary report for March 9, 2026.

The motion passed.

Items Received for Information

1. Wastewater Cost of Service Report
2. Water Cost of Service Report
3. February Sheriff's Department Report
4. February Fire Department Report

Public Hearings- None

Public Comments- None

BOT 26-038 Mr. Elenbaas with support from Ms. Schuitema moved to close public comment. The motion passed.

Guest Speakers- None

Action Items

BOT 26-039 Mr. Vander Wall with support from Mr. MacDonald moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2026-03: Wastewater System Rate Schedule: a resolution establishing the wastewater rates. The motion passed.

BOT 26-040 Mr. Zeinstra with support from Mr. Vander Wall moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2026-04: Water System Rate Schedule; a resolution establishing water rates. The motion passed.

BOT 26-041 Ms. Schuitema with support from Mr. MacDonald moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2026-05: Hidden Shores West Phase 5 Streetlight, a resolution authorizing for change in the standard lighting contract with Consumers Energy Company; and all necessary contracts and documents. The motion passed.

BOT 26-042 Mr. Elenbaas introduced Ordinance 2026-04: Zoning Text Amendments; an ordinance that will amend Section 3.11.B1d – Accessory Uses and Buildings to revise the setback requirement for accessory buildings within the Agricultural and Rural Zoning District to meet that for principal buildings; will amend Section 3.11.B2 – Accessory Uses and Buildings to eliminate its content and reserve for future use; will amend Section 3.11.B3a – Accessory Uses and Buildings to correct “principle” to “principal;” will add Section 3.11.C1l – Accessory Uses and Buildings to include Accessory Dwelling Unit; will amend Section 12.08B2a – Procedures to correct a section reference; will amend Section 12.08B2b – Procedures to correct a section reference; will add Section 23.24 – Short Term Rentals to allow Short Term Rentals in Agricultural and Residential Zoning Districts, define terms such as occupant, owner, and responsible local agent, establish application requirements, limit the number

of Short Term Rentals in the Township to fifty, require a permit, written evidence of health department approval, renewal requirements, and conditions, create performance standards such as parking, a limit of one principal dwelling per lot, maximum occupants, means of trash removal, campfire controls, noise limitations, prohibition of trespass, prohibition of nuisance, expiration and reapplication, violations, suspension, revocation, and means for appeal; will add Section 23.25 – Accessory Dwelling Units to allow Accessory Dwelling Units as an accessory to a single-family dwelling and establish minimum requirements such as its location, number, residence of the property owner, configuration, setbacks, code compliance, approval of water and wastewater service from the health department, building appearance, maximum area, and prohibition of structures as an Accessory Dwelling Unit or uses of the Accessory Dwelling Unit.; will amend Section 32.02 – Definitions (A) to provide for the definition of Accessory Dwelling Unit and; will amend Section 32.20 – Definitions (S) to provide for the definition of Short Term Rental, of the Allendale Charter Township Zoning Ordinance, for its first reading.

Discussion Items- None

Public Comments- None

BOT 26-043 Mr. Elenbaas with support from Ms. Schuitema moved to close public comment. The motion passed.

Board Comments

Mr. Elenbaas introduced Katie Glynn, Administration and Operations Lead, to the Board. He requested input regarding public street parking and the placement of a “Coming Soon” sign for the Town Center. He also presented a proposed legislative bill package that would significantly limit local control in several areas.

Mr. VanderWall informed the Board that a resident has requested the installation of a traffic light at the intersection of Lake Michigan Drive and 52nd Avenue.

BOT 26-044 Ms. Schuitema, with support from Mr. Zeinstra moved to adjourn the meeting at 7:09 p.m. The motion passed.



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Jody L. Hansen, Clerk  
Of the Township of Allendale



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Adam Elenbaas, Supervisor  
Of the Township of Allendale