

**ALLENDALE CHARTER TOWNSHIP  
PLANNING COMMISSION MEETING**

*May 4, 2026*

*7:00 p.m.*

*Allendale Township Public Meeting Room*

1. Call the Meeting to Order
2. Roll Call
3. Communications and Correspondence:
4. Approval of the Agenda
5. Approval of the April 20, 2026 Planning Commission minutes
6. Approval of the April 27, 2026 Joint meeting with the Board and DDA minutes
7. Public Comments for *non-public hearing items*
8. Public Hearings:
9. Site Plan Review:
10. New Business:
  - A. Text Amendment Discussion – Outdoor Wood Boilers in the Industrial and Commercial Districts
11. Old Business:
  - A. Section 12.11 – Existing Approved PUD's
12. Public Comments
13. Township Board Reports
14. Commissioner and Staff Comments
15. Adjourn

**Next meeting: May 18, 2026 at 7:00 p.m.**

**ALLENDALE CHARTER TOWNSHIP  
PLANNING COMMISSION MEETING**

*April 20, 2026*

*7:00 p.m.*

*Allendale Township Public Meeting Room*

1. Call the Meeting to Order: 7:00 PM
2. Roll Call:  
Present: Todd Bronson, Rick Westerling, Tom Zuniga, Mark Adams, Ray Nadda, Joe Jacquot, and Bruce Zeinstra  
Absent: None  
Staff and Guests Present: Greg Ransford, David VanPortfliet, Greg Goastra, Joel Terpstra, Matt Cole, Phyllis Hooker, Jerry Hooker, JJ Westgate, Richard Barber, Tony Vazquez, and Adam Elenbaas
3. Communications and Correspondence: None
4. Approval of the Agenda. Motion to approve agenda as is by Mark Adams, Seconded by Bruce Zeinstra, **Approved 7-0**
5. Motion to Approve March 16, 2026 Planning Commission minutes by Joe Jacquot, Seconded by Ray Nadda, **Approved 7-0**
6. Public Comments for *non-public hearing item*: Great Lakes Tree Service (GLTS) had originally planned to utilize an Outdoor Wood Boiler per their approved site plan. After correspondence with Greg Ransford, it was discovered that wood boilers are prohibited in the Industrial District. The wood boiler they intend to use is rated for indoor/outdoor use, and would utilize the byproducts of the business. During construction, GLTS did not have a gas line run to their building because they had intended to use the Wood Boiler. Offices will have electric mini split air conditioning. GLTS asked for an amendment to the Zoning Text to allow for their Wood Boiler for parcels larger than 3 acres that would be isolated from commercial zoning. GLTS would prefer to install the Wood Boiler outdoors, for ease of use and utilization of space, on the North side of the building.

Tony Vasquez lives on Eric St. and spoke about the speed of traffic through the neighborhood. He is concerned about the safety of the children that play outside now that summer is coming. He would like to see more of a police presence and the installation of speed limit signs to deter drivers from speeding. Tommy's Car Wash is loud, from 6am to 9pm. Can the Planning Commission investigate the trees that were supposed to be planted for noise buffering?

Tella Tucker lives on Jordan St. and spoke about the loud noise that comes from Tommy's Car Wash. They can hear it both inside and outside their house. Could they (Tommy's Car Wash) put up a fence or replace the dead trees to help buffer the noise? The traffic has also increased terribly. Sheriff's Officers have patrolled slowly, but if they (Officers) could sit on Jordan Ct. and check speeds after 4pm, that would be very helpful.

Jerry Hooker lives on Jordan St. His deck is 850 feet from Tommy's Car Wash. From 6am to Close, it's a constant noise/nuisance.. From 4pm to 6pm the speed of traffic through the neighborhood is bad.

Richard Barber lives on Jordan St. His suggestion to help with sound is to replace the dead trees at Centennial Farms near duplexes. April of 2023 landscaping was put in before the construction of the duplexes, followed by a very dry month of May. Since then, many of the evergreens . Can the owner of the property be held responsible for replacing these dead trees? Regarding Tommy's Car Wash, the noise ordinance says no loud noise until 7am. The car wash should not be open until then. It's still too loud all day long, but pushing the start time one hour later would give neighbors a little bit of a break. New/more trees or a fence would be helpful as well.

Jim Anderson has Tommy's Car Wash in his backyard. He wakes up at 3:30 am every day and every day at 5am, the lights from Tommy's Car Wash illuminate everything. Between 6-6:30am they run morning tests on their system and the car wash runs until 9pm. Mr. Anderson came to the Planning Commission a year and a half ago with concerns about living so close to the turbines in the car wash. He can hear the audio instructions from his home.

Supervisor Adam Elenbaas mentioned to all in attendance that if they would like follow-up communication, please fill out a contact card.

Direction was provided to Ransford to place Outdoor Wood Boilers on a future agenda for further discussion.

7. Public Hearings: None

8. Site Plan Review: None

9. New Business:

A. 4900 Allen Park Drive – Seeking 20,966 square foot industrial incubator building

- i. Tom Miedema of Miedema Metals along with the owner of the neighboring building 4876 Allen Park Drive, discussed the requirement of adding sidewalks to their properties to bring them up to the present-day ordinance. He also mentioned the length of time it has taken to get the preliminary review.

If modifications need to be made to the existing building, the building of the new site would not be feasible. The addition of approximately 200 ft of sidewalk would not be cost effective.

- ii. Greg Ransford clarified there is not a public hearing that is required, just a preliminary and final review by the Planning Commission. Overall the site looks good, with just a few items to address in Fresh Coast Planning's memo. The township engineer has noted a need to review stormwater detention before discharging into the system or street, and there doesn't appear to be a spot to put it.

Even though the two addresses are two separate parcels, because of the shared driveway, common ownership, shared dumpster, and shared parking lot this would qualify as an improvement for the lot to the east (4876 Allen Park Drive).

Commissioner Zeinstra noted that the Ottawa County Water Resources Commission will need to approve the plan for future stormwater/retention pond, and confirm the correct system was previously installed and meets the future needs/requirements.

Direction was provided to the applicant to add a sidewalk to the east property to return with a final plan.

B. Wesco – Seeking 5,970 square foot gas station and retail store with drive through

- i. Bruce Zeinstra was recused from the discussion as he does a lot of work with Wesco. Bruce left the room during after being recused.
- ii. Matt Cole is the engineer for the project and the owner, JJ Westgate, were present to seek approval for a 10-pump gas station, 48 parking spaces, on a 3-acre parcel. The applicant is requesting bollards instead of curb and gutter for more of a safety feature in three locations around the building. The Wesco pick-up window should be able to handle 0.7 cars according to the traffic study, so the plan has been updated to show two cars from the previous six. Mr. Cole is proposing more landscaping/screening than previously submitted. The proposed accessory building will contain snowblower, shovels, salt, etc. The applicant is requesting vinyl siding instead of masonry for the building materials.

- iii. Greg Ransford addressed the contents of his memo, including the accessory building, the additional landscaping, curbing, and parking lot island placement, as well as the traffic study.
- iv. The Planning Commission confirmed the boundary lines and the parcels surrounding the Wesco lot. The addition of buffering/screening of a three-foot berm on the west side of the lot from the shed down to the outdoor seating was agreed upon. The drive through window should be relabeled as a “pick up window.” An easement shall be provided for internal access to the adjacent property to the north as well as the related reciprocal easement document. The next step is moving to a public hearing. May 18<sup>th</sup> would be the earliest for a public hearing. Possible groundbreaking would be Spring 2027, as the ground gasoline tanks take six months lead time.
- v. Bruce rejoined the commission following the Wesco discussion.

10. Old Business:

A. Section 12.11 – Existing Approved PUD’s

- i. At the joint request of the Township and the Developer Dewpoint West is requesting to add approximately 3.3 acres of adjacent land to the Northeast portion of the existing PUD. This is the result of an agreement between the Township and the Developer for Public Utility-related infrastructure. The Township needs to place public utility infrastructure on a portion of the land with access to said infrastructure. In exchange, the Developer will receive four parcels on that three acres, with the provision that all four parcels connect to both the water and sewer public utilities. The land needs to be incorporated into the PUD in order to meet zoning requirements.
- ii. Greg Ransford to return the existing language to the Planning Commission before the first public hearing.

11. Public Comment: None

12. Township Board Reports: Transferred the title of the mobile home that was purchased as part of a township sewer project. The water and sewer rate schedules have been updated. A document scanning contract has been awarded to scan all planning and zoning documents into digital formats for convenient searching. The construction project for Pierce St Phase II has been awarded. The Township is looking into moratoriums for data centers, battery storage facilities, solar and wind energy to allow time for ordinances to be updated. The collective bargaining agreement with Public Utilities has been agreed upon

13. Commissioner and Staff Comments: Reminder that GVSU students will be presenting next week at a Joint Planning meeting. Greg Ransford asked the Planning Commission if the sidewalk in Hidden Shores, Waters Edge North, needed to be completed. They agreed that sidewalk could be terminated and turned to the North as a minor amendment.

14. Adjourn: 9:07 PM

**Next meeting May 4, 2026 at 7:00 p.m.**  
Minutes respectfully submitted by Katie Glynn



**PROPOSED  
PROCEEDINGS OF THE ALLENDALE  
BOARD OF TRUSTEES; PLANNING  
COMMISSION; AND DOWNTOWN  
DEVELOPMENT AUTHORITY  
JOINT SESSION: APRIL 27, 2026**

The Allendale Township Board of Trustees, Planning Commission, and Downtown Development Authority met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, April 27, 2026, at 6:30 p.m. and the joint session was called to order at 6:30 p.m. by Mr. Elenbaas.

Board of Trustees:

Present at Roll Call: Mr. Elenbaas; Ms. Hansen; Mr. MacDonald; Mr. Smit;  
Mr. Zeinstra; Mr. Vander Wall; and Ms. Schuitema (7)

Absent at Roll Call: None (0)

Quorum Present

Planning Commission:

Present at Roll Call: Mr. Zeinstra; Mr. Jacquot; and Mr. Westerling (3)

Absent at Roll Call: Mr. Zuniga; Mr. Nadda; Mr. Adams; and Mr. Bronson (4)

Quorum Not Present- Participated in discussion only, no official actions were taken.

Downtown Development Authority:

Present at Roll Call: Mr. Chapin; Mr. Borgman; Mr. Clark; Mr. Elenbaas; Mr. Vander Wall; and Mr. Meredith (6)

Absent at Roll Call: Mr. Brusveen; Ms. Hatto; Mr. Spriensma; Ms. Sirotko; Ms. Savola; and Mr. Zuniga (6)

Quorum Not Present- Participated in discussion only, no official actions were taken.

Staff and Guests Present: Bob Sullivan, Legal Counsel; Chad Doornbos, Public Utilities Superintendent; Sylvia Rhodea, Ottawa County Commissioner; Joe Moss; Jared Schuitema; Krista Yetzke; Chad Frederick; Emma Raisch; Jack Skinner; Kamiah Boone; Elizabeth Pung; Sydney Szydlowski; Angie Ecklund; and Troy VanderLaan.

Mr. MacDonald pronounced the invocation.

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

Guest Speakers

Grand Valley State University: Professor Chad Frederick; Emma Raisch; Jack Skinner; Kamiah Boone; Elizabeth Pung; and Sydney Szydowski presented survey studies surrounding Town Center concepts.

Several board members, planning commissioners, and DDA members had questions and comments.

Ms. Schuitema left the meeting at 7:17 p.m.

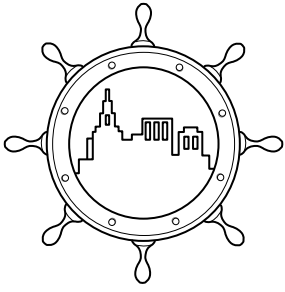
Mr. Meredith left the meeting at 7:19 p.m.

Public Comments- None

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

Mr. Vander Wall, with support from Mr. MacDonald, moved to adjourn the meeting at 7:26 p.m.

Minutes submitted by:  
Jody L. Hansen, Clerk  
Of the Township of Allendale



## Fresh Coast Planning

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# MEMORANDUM

To: Allendale Charter Township Planning Commission  
From: Gregory L. Ransford, MPA  
Date: April 29, 2026  
Re: Outdoor Wood Boilers in Industrial and Commercial Zoning Districts Discussion

Pursuant to your direction at your April 20, 2026, meeting, Outdoor Wood Boilers have been scheduled for your discussion at your May 4, 2026, meeting. To assist you with this discussion, below is a copy of Section 470-23.22 – Outdoor Wood Boilers of the Allendale Charter Township Zoning Ordinance as it is current written. Further below is a copy of the definition of Outdoor Wood Boilers.

### Section 470-23.22 – Outdoor Wood Boilers

- A. Outdoor wood boilers (OWBs) shall be installed and used only on a lot with a minimum of one acre in area. OWBs are prohibited on commercially or industrially used or zoned properties, within a residential planned unit development, or on any lot within a residential plat, on any site within a residential site condominium, or within a traditional condominium.
- B. OWBs shall have a minimum smoke stack, chimney, or exhaust pipe height that meets or exceeds the recommendations of the manufacturer. The OWB shall be located on a lot in a location that meets or exceeds the recommendations of the manufacturer but in no case shall it be located less than 150 feet to any dwelling located on a separate Lot.
- C. All OWBs shall be limited to use only natural untreated wood products or corn pellets as fuel. Further, the following are strictly prohibited to be used as fuel:
  - (1) Processed wood products and other non-wood products not permitted by the OWB manufacturer;
  - (2) Garbage, trash, or other waste material;
  - (3) Painted or treated wood, particle board, plywood, railroad ties, telephone poles, or pressure treated wood;
  - (4) Material treated with or containing petroleum products, preservatives, resins, or glue;
  - (5) Shingles, tires, insulation, wiring, rubber or any type of construction waste;
  - (6) Gasoline or other petroleum products;
  - (7) Plastics including, but not limited to, nylon, PVC, ABS, polystyrene or urethane, foam, plastic films, plastic containers and synthetic fabrics;
  - (8) Leaves or yard waste;
  - (9) Green wood;
  - (10) Paper products and cardboard;
  - (11) Any other material that may cause offensive or noxious odors, smoke, airborne ash, or debris; and
  - (12) Hazardous substances, including but not limited to batteries, chemicals, pesticides, paints, varnishes, and solvents.
- D. Smoke. No OWB, and no other burning device, whether located indoors or outdoors, shall emit or create smoke that fails to dissipate or becomes

a nuisance or hazard to the public or threatens the health, safety, and welfare of pedestrians or motorists.

- E. No smoke emitted by the OWB or other burning device may hover above or on any right-of-way that would impair the vision and ability of a bicyclist, pedestrian, or motorist to safely travel within the right-of-way.
- F. No smoke emitted by the OWB or other burning device may hover above or on any building located upon any other Lot within the Township.

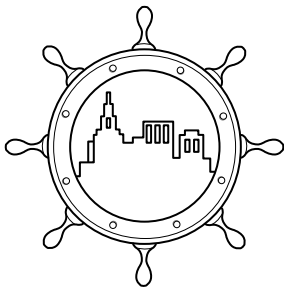
(Definition of) Outdoor Wood Boilers

Any equipment or device which is installed or established outdoors for the primary purpose of combustion of fuel to produce heat or energy used as a component of a heating system providing heat for any interior space. All OWBs shall be laboratory tested and listed to appropriate safety standards such as Underwriters Laboratories, Canadian Standards Association, American National Standards Institute, or other applicable safety standards.

This matter has been scheduled as a New Business item at your May 4, 2026, meeting. If you have any questions, please let us know.

GLR  
Planner

cc: Supervisor Elenbaas



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# MEMORANDUM

To: Allendale Charter Township Planning Commission  
From: Gregory L. Ransford, MPA  
Date: March 9, 2026  
Re: Proposed Amendment to Section 12.11 – Existing Approved PUD’s

As you may be aware, Section 12.11 – Existing Approved PUD’s of the Allendale Charter Township Zoning Ordinance (ACTZO) contains provisions for Planned Unit Developments (PUD) that were approved prior to January 23, 2012. In particular, the provisions allow for, among other requirements, the PUD to be considered conforming and regulated by the conditions and site plan authorized by the Township. In addition, the provisions address major or minor changes to an existing PUD with specific regard to exempting the approved number of dwelling units and the amount of open space from current ACTZO provisions when a major or minor amendment is sought. Outside of those exceptions, an existing PUD proposed for expansion is subject to all of the provisions of Article 12 of the ACTZO. Further, if an existing PUD seeks to expand through additional property that was not originally included in the PUD, then the additional property shall be subject to the procedures of Article 12, without exemption.

Related to Section 12.11 of the ACTZO, the Dewpointe West PUD seeks to add additional property to their existing PUD, which was approved prior to January 23, 2012. Related, the Township seeks access to a portion of the additional property through an easement for the purpose of utility system construction for a pressure reducing station. This construction is intended for the public good and the purpose of public safety. Ultimately, the Township seeks this construction in exchange for the developer obtaining the PUD Zoning District, which would provide the developer with one more lot than would be obtained through metes and bounds divisions. Unfortunately, the current provisions of Section 12.11 does not allow that expansion without being subject to the entirety of Article 12, which would be counterproductive to the efforts of the Township and the benefit of the developer to “give up” property for an additional building site.

Ultimately, the intent of this language is to achieve the greater public good without the burden of additional development restrictions for PUDs that predate the current ACTZO language, which would have differing neighborhood character and overall physical limitations than a newly proposed PUD.

As a result and in an effort to achieve that end, Supervisor Elenbaas asked that we propose the following text amendment to Section 12.11 further below. The proposed text amendment is very similar to that within Section 12.12B5 – Changes to an Approved PUD of the ACTZO. Proposed additions are shown in bold text.

### Section 12.11 – Existing Approved PUD’s

Planned Unit Developments that were given either Preliminary or Final PUD Site Plan approval prior to January 23, 2012 and which all or only part of the PUD existed as of the effective date of this Ordinance shall be considered to be conforming uses and shall continue to be regulated by the conditions and the site plan, whether Preliminary or Final, which were previously approved for the particular PUD.

If the Ordinance or resolution approving such PUD does not contain zoning regulations or development standards which would otherwise normally apply to the land uses proposed in the PUD then the Township Board, following a recommendation, from the Planning Commission, may apply the normal zoning regulations or development standards or may modify them as requested by the applicant in accordance with Section 12.06 herein.

A major or minor change to an existing PUD shall be subject to the procedures and requirements as set forth in Section 12.11 except that for a major change, the number of dwelling units and amount of open space shall remain as approved for the Preliminary PUD Site Plan. All other requirements and procedures for this Article as amended by Ordinance No. 2012-1, shall apply to the major change.

If an existing PUD is proposed to be expanded to include additional property outside the boundaries of the existing PUD then such enlargement shall be subject to all the requirements and procedures of this Article **except when required or requested by the Township, Ottawa County, or other State or Federal regulatory agency in order to conform to other laws or regulations or for the purpose of public safety, public utilities, or other public health and welfare elements. The Township Board shall determine the extent of boundary enlargement exempt from this Article when applicable to achieving the related purposes of public good.**

This matter has been scheduled as a New Business item at your March 16, 2026, meeting. If you have any questions, please let us know.

GLR  
Planner

Attachment

cc: Supervisor Elenbaas