

**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

June 15, 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 May 4, 2026 Planning Commission minutes
6. Approval of the May 18, 2026 Planning Commission minutes
7. Public Comments for *non-public hearing items*
8. Public Hearings:
 - A. Zoning Text Amendments
 - i. Section 470-12.11 – Existing Approved PUD’s
 - ii. Section 470-23.22A – Outdoor Wood Boilers
 - iii. Section 470-23.22B – Outdoor Wood Boilers
 - iv. Section 470-3.19 – Authority to Impose a Temporary Moratorium of Zoning Ordinance Provisions
9. Site Plan Review:
10. New Business:
11. Old Business:
12. Public Comments
13. Township Board Reports
14. Commissioner and Staff Comments
15. Adjourn

Next meeting: July 6, 2026 at 7:00 p.m.

**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

May 4, 2026

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, Ray Nadda, Joe Jacquot, Bruce Zeinstra and Tom Zuniga
 - Absent: None
 - Staff and Guests Present: Greg Ransford
3. Communications and Correspondence: Traders Creek map
4. Approval of the Agenda. Motion to approve agenda as is by Mark Adams, Seconded by Tom Zuniga, **Approved 7-0**
5. Motion to Amend April 20, 2026 Planning Commission minutes by Todd Bronson, Seconded by Tom Zuniga, **Approved 7-0**
6. Motion to Approve April 27, 2026 Joint meeting with the Board and DDA minutes by Joe Jacquot, Seconded by Rick Westerling, **Approved 7-0**
7. Public Comments for *non-public hearing item*: Mike Rodibaugh presented the Planning Commission with a map of land, approximately 30-50 acres, he would consider selling to the township for a park.
8. Public Hearings: None
9. Site Plan Review: None
10. New Business:
 - A. Text Amendment Discussion – Outdoor Wood Boilers in the Industrial and Commercial Districts
The PC had conversation surrounding the possibility of amending the ordinance. Strike the “prohibited on commercial or industrial use” from 470-23.22. The wording between articles D, E, and F were thoroughly examined and could be combined. Minimum setback will be 100’ from every property line and chimney height should be 15’ from the ground. Public hearing will be needed. Mr. Ransford to draft text amendment and public hearing notice.
11. Old Business:
 - A. Section 12.11 – Existing Approved PUD’s
The question was asked. “Is the township going to be the one implementing the change? Is the township paying the dollar for the amendment?” This is being pursued by the township, not the developer. Township-driven. Mr. Ransford to draft the notice, get attorney’s approval and to schedule a hearing.
12. Public Comment: None
13. Township Board Reports: Approved Emerald Springs Phase 2 Final Plat as well as the first reading of Water System Ordinance
14. Commissioner and Staff Comments: Concerns about follow-up from Tommy’s Car Wash public comments. Bruce Zeinstra to mention the park offer to the Township Board.
15. Adjourn: 7:31 PM

Next meeting May 18, 2026 at 7:00 p.m.
Minutes respectfully submitted by Katie Glynn



DRAFT

**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

May 18, 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, Joe Jacquot, and Bruce Zeinstra
Absent: Tom Zuniga, Mark Adams, and Ray Nadda
Staff and Guests Present: Greg Ransford, JJ Westgate, Matt Cole, and Tom Miedema
3. Election of Temporary Chairperson: Given that all officers are absent, Bruce Zeinstra nominated Joe Jacquot to serve as Chairperson. Motion was seconded by Todd Bronson and carried unanimously.
4. Communications and Correspondence: None
5. Approval of the Agenda. Motion to approve agenda as is by Joe Jacquot, Seconded by Bruce Zeinstra, **Approved 4-0**
6. Motion to table approval of the May 4, 2026 Planning Commission minutes by Joe Jacquot, Seconded by Bruce Zeinstra, **Approved 4-0**
7. Public Comments for *non-public hearing item*: None
8. Public Hearings:
 - A. Zoning Text Amendments
 - i. Section 470-3.14O3 – Condominium Project Approval
 - ii. Section 470-4.01M – Zoning Districts
 - iii. Section 470-4.01N – Zoning Districts
 - iv. Section 470-5.03U, V, W, and X – Uses Requiring Special Approval
 - v. Section 470-7.03G – Uses Requiring Special Approval
 - vi. Section 470-12.05D – Development Requirements for All PUD's, Sidewalks
 - vii. Section 470-12.11 – Existing Approved PUD's
 - viii. Section 470-14.03S – Uses Requiring Special Approval
 - ix. Section 470-16.03T - Uses Requiring Special Approval
 - x. Article 17 – TC Town Center Overlay District
 - xi. Section 470-23.12(A)(9) – General Provisions
 - xii. Section 470-23.12(C) – AG Agricultural and Rural Zoning District
 - xiii. Section 470-23.26 – Tiny Home Developments
 - B. Zoning Map Amendment
 - i. TC Town Center Overlay District
 - C. Subdivision Text Amendment
 - i. Section 405-23A(14) – Required Improvements

Chairperson Jacquot opened the public hearing. There being no comments, Chairperson Jacquot closed the public hearing. General discussion was held.

Joe Jacquot provided a motion to recommend adoption of the zoning text amendments, zoning map amendment, and subdivision text amendments to the Board. Bruce Zeinstra seconded the motion and it carried unanimously **4-0**.

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

Commissioner Zeinstra recused himself due to a conflict of interest where his firm represents Wesco locations in the State.

Chairperson Jacquot opened the public hearing. There being no comments, Chairperson Jacquot closed the public hearing.

Matt Cole presented the plans.

Ransford noted the only item was the reciprocal document review from the Township Legal Counsel regarding any mortgage on the property. JJ Westgate noted there is no mortgage on the property.

Discussion was held regarding the Traffic Impact Study and illegal U-turns.

Commissioner Bronson provided a motion to approve the site plan as presented, finding that the proposed site plan meets the special use standards of Section 20.06 and the site plan review standards of Section 24.06 of the Allendale Charter Township Zoning Ordinance. The site plan includes:

- An undated two page Planning Commission Site Plan Review Application;
- Site Plan Set – Wesco Inc. Wesco Store #32 Allendale – Project No. 251107, dated April 28, 2026, prepared by Roosien & Associates, which includes:
 - Site Analysis Plan, C-100;
 - Existing Conditions and Removals Plan, C-101;
 - Site Layout Plan, C-102;
 - Site Utility Plan, C-103;
 - Site Grading and SESC Plan, C-104;
 - Detail Plan, C-501;
 - Detail Plan, C-502;
 - Wesco Store #32 landscape plan, drawing date 031926, Sheet Number L-101 (pending replacement to match the site plan)
- Wesco, Inc – Store #32 building elevations prepared by Concept Design Studio, project # 1660-26, which includes:
 - Exterior Elevations, Sheet No. A3.01;
 - Exterior Elevations & Dumpster Enclosure, Sheet No. A3.02;
 - Preliminary Floor Plan, Sheet No. A1.01
- Wesco 32 Photometrics, prepared by E3M Solutions, dated 03/10/26, which includes:
 - Electrical Legend & Symbols, Sheet number E001;
 - Electrical Specifications, Sheet number E002;
 - Electrical Lighting Plan, Sheet number E101;
 - Electrical Site Photometric Plan, Sheet number E201
- Canopy and Fuel Dispensers sheet, undated (1 page);
- Dri-design Wall Panel System catalog (49 pages);
- Mast Mini Barns of Fremont Michigan photos on a sheet (1 page);
- GPX Driverless Linear G&G Industrial Lighting specification sheets (27 pages);
- Great Lakes Specifications (Raven) specification sheets (13 pages);
- Postema Signs sign rendering, undated (1 sheet)

with the following conditions:

1. The roadway network can support the proposed use as outlined by the Ottawa County Road Commission and the Township Engineer related to the Traffic Impact Study.
2. The landscape plan shall match the site plan.

Motion was seconded by Commissioner Westerling and carried unanimously **3-0**.

Commissioner Zeinstra returned to the meeting.

9. Site Plan Review:

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

Tom Miedema presented the plans and the update from the previous meeting. General discussion was held.

Commissioner Westerling provided a motion to approve the site plan as presented, finding that the proposed site plan meets the site plan review standards of Section 24.06 of the Allendale Charter Township Zoning Ordinance. The site plan includes:

- Site Plan Set – 4900 Allen Park Drive – File No. 231267E, dated 4/21/26, prepared by Exxel Engineering, which includes:
 - Topographical Survey, Sheet 1 of 4;
 - Site Development and Improvement Plan, Sheet 2 of 4;
 - Site Utility Plan, Sheet 3 of 4;
 - Site Grading and Soil Erosion Control Plan, Sheet 4 of 4;
 - Proposed Building landscape plan, project number 120925, drawing date 03/13/26, Sheet Number L-101;
 - Pipe Sizing Map, Sheet 4 of 4
- 4900 Allen Park Dr. Luminaire Schedule, dated 5.19.2023, designer Jen Yonkers, Sheet 2;
- Truck Turning Template #1 (1 page);
- Truck Turning Template #2 (1 page);
- Truck Turning Template #3 (1 page);
- Garbage Turning Template #4 (1 page);
- East elevation (undated or named) (1 page);
- North elevation (undated or named) (1 page);
- Northwest elevation (undated or named) (1 page);
- South elevation (undated or named) (1 page);
- West elevation (undated or named) (1 page);
- 48th Ave and Allen Park Vicinity Map (1 page);
- 4900 Allen Park Drive, File #: 231267E, date: February 27, 2026 (1 page);
- Best Block 8x8x16 Split Face Block, Product No. 803000100 (2 pages);
- Insulated Metal Panel Systems, Product Showcase, Falk (15 pages);
- Falk Base Detail – Wall Vertical, Detail No. WV-BD-001 (25 pages);
- Ottawa County Parcel Report (1 page);
- 4900 Allen Park Dr, Photometric Plan prepared by Crites, Tidey, & Assoc, Inc., dated 5.19.2023, revisions 2242026, Sheet 1 and Sheet 2
- Allen Park Floor Plan (undated and unlabeled) (1 page);

with the following condition:

- Review and approval are required from the Ottawa County Water Resources Commissioner's Office prior to construction. In the instance that the review by the

OCWRC Office alters the site layout, the applicant shall return to the Planning Commission for revised approval.

Motion was seconded by Commissioner Bronson and carried unanimously **4-0**.

10. New Business: None

11. Old Business: None

12. Public Comment: None

13. Township Board Reports: Passed a water system ordinance, first reading of codification documents, addressed student housing emergency access concerns, and discussed the Town Center.

14. Commissioner and Staff Comments: Ransford noted that Bridget's House has a property in partnership at a different location in Allendale where he concluded they could propose a PUD to accomplish the community center and tiny home campus they desire. Given this, Ransford asked if he should work on any amendment to the Support Services Residence language for tiny homes. The Planning Commission concluded it was not necessary at this time.

15. Adjourn: 7:23 PM

Next meeting June 1, 2026 at 7:00 p.m.

Minutes respectfully submitted by Katie Glynn



smoke stack, chimney, or exhaust pipe height shall be no less than fifteen (15) feet from grade. 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 one hundred fifty (150) feet to any dwelling located on a separate Lot, nor less than one hundred (100) feet from any property line when the OWB is located within a commercially or industrially used or zoned property.

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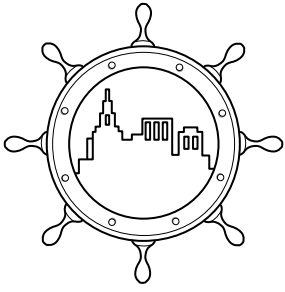
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MEMORANDUM

To: Allendale Charter Township Planning Commission
From: Gregory L. Ransford, MPA
Date: June 9, 2026
Re: Proposed Text Amendments – Public Hearing

Pursuant to your recent direction, attached is a Zoning Text Amendment Ordinance to revise the Allendale Charter Township Zoning Ordinance (ACTZO) to amend Section 470-12.11 – Existing Approved PUD's, Section 470-23.22A – Outdoor Wood Boilers, and Section 470-23.22B – Outdoor Wood Boilers.

Additionally attached is a second Zoning Text Amendment Ordinance to revise the ACTZO to add Section 470-3.19 – Authority to Impose a Temporary Moratorium of Zoning Ordinance Provisions for the purpose of a moratorium.

For your convenience, attached is a document comparing the proposed changes from the current ACTZO language. Proposed additions are shown in underlined text and proposed deletions are shown in strikethrough text. Given that Section 470-3.19 is entirely new, no comparison document has been provided.

The Zoning Text Amendment Ordinances have been scheduled for a public hearing at your June 15, 2026, meeting. If you have any questions, please let us know.

GLR
Planner

Attachments

cc: Adam Elenbaas, Supervisor

ORDINANCE NO. _____

ZONING TEXT AMENDMENT ORDINANCE

AN ORDINANCE TO AMEND THE ZONING ORDINANCE, CHAPTER 470 OF THE CODE OF ORDINANCES, OF ALLENDALE CHARTER TOWNSHIP, OTTAWA COUNTY, MICHIGAN BY AMENDING SECTION 470-12.11 – EXISTING APPROVED PUD’S; AMENDING SECTION 470-23.22 – OUTDOOR WOOD BOILERS; AND PROVIDING FOR REPEAL, SEVERABILITY PROVISIONS, AND THE EFFECTIVE DATE OF THIS ORDINANCE.

THE CHARTER TOWNSHIP OF ALLENDALE, COUNTY OF OTTAWA, AND STATE OF MICHIGAN ORDAINS:

Section 1. Existing Approved PUD’s. Section 470-12.11 of Chapter 470 of the Code of Ordinances shall be amended to state in its entirety as follows.

Section 470-12.11 – Existing Approved PUD’s

- A. 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.
- B. 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.
- C. 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.
- D. 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.

Section 2. Outdoor Wood Boilers. Section 470-23.22A of Chapter 470 of the Code of Ordinances shall be amended to state in its entirety as follows.

Section 470-23.22A – Outdoor Wood Boilers

OWBs shall be installed and used only on a Lot with a minimum of one acre in area. OWBs are prohibited 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.

Section 3. Outdoor Wood Boilers. Section 470-23.22B of Chapter 470 of the Code of Ordinances shall be amended to state in its entirety as follows.

Section 470-23.22B – Outdoor Wood Boilers

OWBs shall have a minimum smoke stack, chimney, or exhaust pipe height that meets or exceeds the recommendations of the manufacturer. For OWBs located within a commercially or industrially used or zoned property, the top of the smoke stack, chimney, or exhaust pipe height shall be no less than fifteen (15) feet from grade. 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 one hundred fifty (150) feet to any dwelling located on a separate Lot nor less than one hundred (100) feet from any property line when the OWB is located within a commercially or industrially used or zoned property.

Section 4. Repeal. All ordinances or parts of ordinances in conflict with this Ordinance are hereby expressly repealed.

Section 5. Severable Provisions. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions thereof.

Section 6. Effective Date. This amendment to Chapter 470 of the Code of Ordinances of Allendale Charter Township was approved and adopted by the Township Board of Allendale Charter Township, Ottawa County, Michigan on _____, 20____, after a public hearing as required pursuant to Michigan Act 110 of 2006, as amended; after introduction and a first reading on _____, 20____, and after posting and publication following such first reading as required by Michigan Act 359 of 1947, as amended. This Ordinance shall be effective on _____, 20____, which date is the eighth day after publication of a Notice of

Adoption and Posting of the Zoning Text Amendment Ordinance in the _____ as required by Section 401 of Act 110, as amended. However, this effective date shall be extended as necessary to comply with the requirements of Section 402 of Act 110, as amended.

Adam Elenbaas, Township Supervisor

Jody Hansen, Township Clerk

CERTIFICATE

I, Jody Hansen, the Clerk for the Charter Township of Allendale, Ottawa County, Michigan, certify that the foregoing Allendale Charter Township Zoning Text Amendment Ordinance was adopted at a regular meeting of the Township Board held on _____, 20___. The following members of the Township Board were present at that meeting:

_____. The following members of the Township Board were absent:

_____.

The Ordinance was adopted by the Township Board with members of the Board _____

voting in favor and members of the Board _____

_____ voting in opposition. Notice of Adoption of the

Ordinance was published in the _____ on _____, 20__.

Jody Hansen, Clerk
Allendale Charter Township

AFFIDAVIT OF POSTING

(Zoning Text Amendment Ordinance)

STATE OF MICHIGAN)

)ss

COUNTY OF OTTAWA)

The undersigned, Jody Hansen, the Allendale Charter Township Clerk, being first duly sworn, deposes and says as follows:

1. That she posted a proposed Zoning Text Amendment Ordinance for Allendale Charter Township, after its first reading at a meeting of the Allendale Charter Township Board held on _____, 20__ and its second reading at a meeting of the Allendale Charter Township Board held on _____, 20__, in the Township Clerk's office and on the Township's website at www.allendalemi.gov on _____, 20__.

Jody Hansen, Clerk
Allendale Charter Township

Subscribed and sworn to before this
____ day of _____, 20__.

Notary Public, Ottawa County, Michigan
Acting in Ottawa County, Michigan
My commission expires: _____