

**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

February 5, 2024

7:00 p.m.

Allendale Township Public Meeting Room

1. Call the Meeting to Order
2. Roll Call:
Present: Adams, Westerling, Bronson, Nadda, Jacquot
Absent: Zeinstra, Zuniga
Staff and Guests Present: Planner Greg Ransford
3. Communications and Correspondence: None
4. Motion by Jacquot to approve the January 15, 2024, Planning Commission Minutes as presented. Seconded by Nadda. **Approved 5-0**
5. Motion by Adams to approve the February 5, 2024, Planning Commission Agenda as presented. Seconded by Jacquot. **Approved 5-0**
6. Public Comments for *non-public hearing item*:
Chairperson Adams opened the public comment section for non-public hearing items.
Seeing no public, Chairperson Adams closed the public comment section.
7. Public Hearings:
 - A. Jiffy Lube – Allendale Crossings Planned Unit Development Major Amendment
 - Seeking to construct a 3,252 square foot automotive service station
Todd Simmons, representing the applicant, presented the application.

Planner Ransford reviewed his memo for this project.

Mr. Jacquot asked the applicant if they had the approval of the other property owners in the PUD to amend the PUD and Mr. Simmons responded that they have received 4 out of 5 letters supporting the amendment.

Chairperson Adams opened the public comment section of the public hearing.
Seeing no public, Chairperson Adams closed the public comment section.

Motion by Jacquot recommend approval of the application to the Board citing the draft resolution provided by Planner Ransford. Seconded by Westerling. **Approved 5-0**
8. Site Plan Review: None
9. New Business: None
10. Old Business:
 - A. Zoning Ordinance Text Amendments – Drafts
 - Section 12.06 – Development Requirements for PUD’s with Residential Uses
Planner Ransford presented the draft of the amendment to the Zoning Ordinance.

Commissioners discussed the language and the density; they would like to see the table worked out with 20% open space and how that looks. They directed Planner Ransford to draft the changes.

Commissioners opined that the proposed language regarding commercial properties was acceptable.
 - Section 21.03 – Parking Lot Pavement Requirement
Planner Ransford reviewed his memo regarding the proposed amendments.

Commissioners discussed enforcement and that process.

Commissioners discussed the possibility of Supervisor Elenbaas attending a meeting to discuss the enforcement process with the Planning Commissioners. Chairperson Adams will discuss that request with Supervisor Elenbaas.

Commissioners directed Planner Ransford to change the wording in section F to state that applicants need to match all 3 characteristics of low volume, infrequent, and intermittent, not just one of those characteristics.

Commissioners opined that after that change, this amendment would be ready for public hearing and directed Planner Ransford to add it to his list.

B. Master Plan Town Center Chapter

Commissioners discussed whether there was a need to mention groundwater quality and sustainability in this section as any development in the Town Center would be serviced by Township water and sewer. They directed Planner Ransford to strike that language as it was unnecessary.

Commissioners directed Planner Ransford to keep the update moving forward.

11. Public Comments:

Seeing no public present, Chairperson Adams opened and closed the public comment section.

12. Township Board Reports:

None as the Board representative is absent.

13. Commissioner and Staff Comments:

Mr. Jacquot questioned the PUD process and restrictions placed on properties within the PUD.

Planner Ransford explained that the restrictions come from the applicant at the time the PUD is created.

Mr. Bronson, Mr. Nadda, and Planner Ransford noted that they will be unavailable for the first meeting in April.

14. Chairperson Adams adjourned the meeting at 8:04 p.m.

Next meeting February 19, 2024, at 7:00 p.m.
Minutes respectfully submitted by Kelli McGovern

