

**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

February 19, 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, Zeinstra
Absent: Zuniga
Staff and Guests Present: Planner Greg Ransford, Mike & Sharon Kleinjans, Sam Sterk
3. Communications and Correspondence: None
4. Motion by Jacquot to approve the February 5, 2024, Planning Commission Minutes as presented. Seconded by Nadda. **Approved 6-0**
5. Motion by Adams to approve the February 19, 2024, Planning Commission Agenda as presented. Seconded by Zeinstra. **Approved 6-0**
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: None
8. Site Plan Review: None
9. New Business:
 - A. Mike Kleinjans – 11655 48th Ave.
 - Seeking 2,400 square foot building additionSharon Kleinjans presented the project, noting the history of property.
Planner Ransford reviewed his memo along with the options of the Planning Commission regarding this request.
Commissioners discussed the possibility of an exemption for the site plan review requirements based on Zoning Ordinance Section 24.02.A.2 and Section 24.02.C.3.
Motion by Zeinstra to approve the waiving of the site plan review requirement based on ZO Sec. 24.02.A.2 and Sec. 24.02.C.3, pending confirmation from the Township Legal counsel that these sections provide the Planning Commission with this authority. If not, no site plan approval is provided. Seconded by Westerling. **Approved 6-0**
 - B. Rusk Lake Mining Site – Annual Report
Chairperson Adams asked the Commissioners if anyone had any comments or questions regarding the report that was submitted.
Commissioners accepted the report and thanked the project representatives for their clear report.
10. Old Business:
 - A. Master Plan
Planner Ransford reviewed his memo and the history of this Master Plan amendment, adding the Town Center chapter back into the Master Plan along with fixing any reference errors.

Mr. Nadda noted that in the descriptions of the zoning classifications the Rural Estates and Office classifications were missing from the list.

Commissioners discussed where on the Township Map this Town Center overlay would be located and that they would like a mock-up shown on a map.

Ransford will update the language as directed and provide a map draft at the next available meeting.

11. Public Comments:

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

12. Township Board Reports:

Mr. Zeinstra reported that the Board approved the amendment to the Walgreens PUD and the Tentative Preliminary Plat approval for Emerald Springs. The Board also authorized the purchase of the real estate property located at 11147 60th Ave. The Board also approved engineering proposals for utility work and an update to the Master Plan for the sewer.

Mr. Zeinstra also noted that the Board approved a proposal to proceed with an update to the website for the Township Library and noted that the Township website is also in the middle of being updated.

Mr. Zeinstra reported that Grand Valley has a Mobile Command Vehicle that will be housed at the Township and allow the Township to utilize.

13. Commissioner and Staff Comments:

Mr. Westerling questioned what was happening with the Tommy's Car Wash project and the Marcusse office building project.

Mr. Ransford noted that the engineer from the Tommy's project had reached out asking how long their approval was good for as they are planning on starting the project in the summer and Mr. Ransford informed him that the approval was good for a period of two years.

Chairperson Adams reported back to the Commission that he spoke with Supervisor Elenbaas regarding the complaint process and was told that it is complaint driven. Complaints come into the Township and then Steve Kushion, from PCI, is informed and he investigates. If the violation is not taken care of Mr. Kushion will send a letter, if it continues a ticket will be issued, and if still unresolved it will go to court.

Planner Ransford asked the Commission's opinion regarding a slight change to the Dollar General site plan. They would like to change the material around the entrance and Commissioners opined that the proposed material is acceptable.

Planner Ransford reported that he has been in contact with a potential applicant regarding a workforce housing project with 53 units on Lake Michigan Dr. They would like a chance to speak to the Planning Commission and would the Commissioners prefer that they be on the agenda, or just have them come and speak during the public comment period? Commissioners opined that they were not excited about the project as it was a small piece of property that they were looking at and that there was not enough frontage on Lake Michigan Dr.

14. Chairperson Adams adjourned the meeting at 7:54 p.m.

Next meeting March 4, 2024, at 7:00 p.m.

Minutes respectfully submitted by Kelli McGovern

