

**Site Plan Review Committee  
Jamestown Charter Township**

February 23, 2017

**Meeting was called to order at 2:30pm by Jeff Dykstra.**

Members present: Ted Woltjer, Greg Ransford, Nate Vriesman and Jeff Dykstra

Members absent: None

Also present: Don Degroot, Rich Postema, Supervisor Bergwerff, Boss and Sons Environmental, Fire Chief Miedema and numerous representatives from KQF and Zutphen.

**At 2:30pm Woltjer provided a motion to approve the agenda as presented. Motion was seconded by Vriesman and carried unanimously.**

**At 2:31pm Woltjer provided a motion to approve the February 16, 2017 meeting minutes. Motion was seconded by Ransford and carried unanimously.**

**At 2:32pm Chairperson Dykstra noted there were no non-agenda item citizen comments.**

**At 2:32pm Chairperson Dykstra noted that the first order of business is the Kent Quality Food Site Plan Review application.**

Don Degroot presented the application and noted the layout, access, Central Parkway easement location and other attributes.

General discussion was held concerning the Central Parkway easement and discussions at the OCRC. Supervisor Bergwerff noted that letters of understanding from Royal Technologies and the Township will satisfy the concerns of the OCRC for now.

Steve Soet described the business, packing operations, 100 estimated employees and one shift design at this time.

Ransford noted his three concerns. The Central Parkway note has been satisfied, the variance application has been submitted and whether the internal front or rear access drives are necessary.

General discussion was held concerning the access drives. Ransford and Dykstra do not have concerns regarding the lack of front or rear access drives given the nature of the use. The Fire Chief does not have concerns either concerning the access drives.

Chief Miedema expressed concern with crushed concrete rather than pavement for the fire lane. General discussion was held regarding the fire lane and a possible time condition to pave, maintenance agreement. Consensus of the Committee was reached to suggest to the Planning

Commission that the authority be granted to the Fire Chief to annually inspect the crushed concrete and if at such time it is deficient, the Fire Chief can require it to be paved.

Nate Vriesman reviewed the content of his draft letter, which included the development contract, storm water calcs, fire lane material, water and sewer connection fees, hydrant radiuses, sanitary and water construction attributes, pump station upgrades, etcetera.

Ransford provided a motion to recommend to approve the site plan as presented, with the condition that the Township Fire Chief has the authority to inspect the crushed concrete fire lane and at any time it is deemed deficient for proper fire service, that it shall be paved pursuant to a related maintenance agreement to be drafted, satisfaction of the Vriesman and Korhorn letter, and receiving the necessary variance. Motion seconded by Woltjer and carried unanimously.

**At 3:21pm Chairperson Dykstra noted that the second order of business is the Zutphen Christian Reformed Church Site Plan Review application.**

Rich Postema presented the Zutphen site plan, a 2,200 square foot per floor to the church building, removing connector drive but adding a driveway around the northwest side of the church, replacement of parking spaces lost by new drive and storm water design.

Ransford noted that two items from his memorandum are satisfied. Discussion was held regarding the existing 60 degree fixtures.

Marc from the Church noted that no glare will occur outside of the property from any light fixture.

Ransford discussed the pathway language and the Board of Trustees and Planning Commission efforts to consider revising the language, related to the timing of a potential amendment and the church wanting approval. Discussion was also held concerning the existing 40<sup>th</sup> Avenue pavement connection being wider than typical and whether it should be reduced.

General discussion was held concerning the pathway along Riley Street. Vriesman recommended that a financial contribution is provided for the Riley Street frontage and the 40<sup>th</sup> Avenue frontage rather than construction.

The Church would prefer to pursue a variance for the pathway requirements. Vriesman will provide a letter of cost. Woltjer noted that the Church should wait until after the language is adopted, if at all, prior to applying for a variance.

Consensus was reached that the existing apron on 40<sup>th</sup> Avenue is not a concern.

Nate Vriesman reviewed the content of his draft letter, which included the pathway, storm sewer calcs and related infrastructure, retention pond design, OCWRC review, etcetera.

Ransford provided a motion to recommend to approve the site plan as presented, with the condition that a financial contribution of 50% is provided for the pathway length of Riley Street and 40<sup>th</sup> Avenue as determined by the township engineer unless a variance is granted or the pathway language within Section 3.24 is modified and subsequent approval is provided by Planning Commission, and satisfaction of the Vriesman and Korhorn letter. Motion seconded by Woltjer and carried unanimously.

**At 4:12pm Chairperson Dykstra noted that there was no correspondence and no extended public comment.**

**At 4:12pm Vriesman provided a motion to adjourn. Motion was seconded by Woltjer and carried unanimously.**

Respectfully Submitted:

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Gregory L. Ransford