

**JAMESTOWN CHARTER TOWNSHIP
PLANNING COMMISSION
REGULAR MEETING
November 20, 2018**

CALL TO ORDER: Chairman Smith called the meeting to order at 7:00 p.m.

ROLL CALL: Commissioners Jeff Dykstra, Doug Ymker, Randy Zomerlei, Dean Smith, Ted Woltjer, Kevin Gilliam and Tim Tacoma present; also Planner Greg Ransford present.

INVOCATION: Commissioner Ymker opened with the invocation.

APPROVAL OF MINUTES FROM OCTOBER 16, 2018, REGULAR MEETING: Motion made by Commissioner Dykstra, supported by Commissioner Ymker to approve the minutes. Motion carried unanimously.

APPROVAL OF MINUTES FROM NOVEMBER 8, 2018, SPECIAL MEETING: Motion made by Commissioner Ymker, supported by Commissioner Zomerlei. Motion carried unanimously

APPROVAL OF AGENDA: Commissioner Dykstra made a motion to approve the agenda, supported by Commissioner Ymker. Motion carried unanimously.

GENERAL COMMENTS REGARDING NON-AGENDA ITEMS:

Ron Koroleski of 2967 8th Avenue asked why there were Special Meetings.

Chairman Smith answered that usually it is due to time-sensitive issues and that there is always a notice of the meeting in the Advance, on the website and on the door.

NEW BUSINESS:

- **Conditional Rezoning Inquiry**
 - **SoundOff Signal –Seeking concept consensus from Planning Commission regarding industrial parking lot along 32nd Avenue**

Kaleb Wyma presented. Since the drain on 32nd Avenue cannot be filled in, they believe a parking lot for their growing business would be a good use of the land directly in front of it. They are willing to put in a “green wall” along 32nd Avenue as screening for the parking lot and it would also make that area more aesthetically pleasing. SoundOff Signal has been in Jamestown Township for 14 years and employs 330 people. They have been doubling in size every 5 years or less and will be creating hundreds of jobs over the next several years. The owner of SoundOff Signal appreciates Jamestown Township and wants to be a part of improving the township.

After discussion, the Commissioners agreed that given the limitations of that parcel, it seems reasonable to allow the conditional rezoning. Chairman Smith said that there was a consensus among the Commissioners that they would look favorably on such a project.

- **Test Amendments**
 - **Public Hearing**
 - **Section 3.36 –Marihuana Facilities and Establishments Prohibited**

Commissioner Ymker made a motion to open the public hearing, Commissioner Tacoma seconded it. Motion carried unanimously. No public comment. Commissioner Woltjer made a motion to close the public hearing, Commissioner Gilliam seconded it. Motion carried unanimously.

Commissioner Dykstra made a motion to recommend adoption of Section 3.36 to the Township Board. Commissioner Gilliam supported the motion. Motion carried unanimously.

- **Discussion**

- **Section 6.4N –Special Uses (service uses in the AR District)**

The Commissioners discussed how to broaden and clarify the language of the ordinance without causing unintended consequences. Chairman Smith said that they want to use common sense and have some flexibility. This ordinance is for and to encourage home-based businesses, yet at the same time, we want to preserve our neighborhoods. Some of the issues the Commissioners discussed were a grandfather clause, define onsite and offsite employees, the number of employees that is reasonable, and the ability of the Planning Commission to decide on a case by case basis. Planner Ransford said that he will bring back language for the Commissioner’s review reflecting their discussion tonight.

- **Industrial Façade**

Our desire is to strengthen the industrial façade standards in the I-2 and Corridor Overlay Districts and eliminate the ambiguity in the interpretation of what is intended for each District. The Commissioners had discussion among themselves. Commissioner Gilliam said that his opinion is that anything facing the road should look nice. The Commissioners want to keep the 35% in the wording of Section 14.7. They like the wording as is. Planner Ransford said he will schedule it for public hearing.

OLD BUSINESS:

- **Master Plan**

- **Scheduling of Public Workshops**

The recent joint meeting between the Jamestown Charter Township Board of Trustees and the Jamestown Charter Township Planning Commission discussing the public survey concluded that there are three main areas of focus:

1. Residential –important areas include single family neighborhoods; multiple-family developments; design elements such as lot sizes, open space, buffer areas, rural character, internal layout, relationship to adjacent developments; the use of visual preference surveys, etc.
2. Village of Jamestown –important areas include mixed use developments as well as mixed use buildings containing residential and commercial elements; building facades; building scale; relationship to the street; the use of visual preference surveys, etc.
3. Agricultural properties – important areas of discussion include preservation programs; avoiding conflict of uses; development rights versus rural character; the use of visual preference surveys, etc. We believe stakeholder interviews should occur for the purpose of issues identification, along with a follow-up workshop to examine the issues further.

The Commissioners would like to start with workshops for the Residential and Village of Jamestown while beginning the stakeholder interviews. The workshops will be held after the holidays. The Commissioners want to give the public sufficient notice with an RSVP in order to help with attendance.

EXTENDED PUBLIC COMMENTS REGARDING AGENDA ITEMS ONLY:

Ron Koroleski of 2967 8th Avenue wanted to be sure that the public would be included in the upcoming workshop. He said that he did not come here to live in the city. He thanked the Commissioners for allowing him to comment.

CORRESPONDENCE: Planner Ransford was forwarded an email that the Township Inspector received from the architect for Tim Hortons on 8th Avenue making an architectural build change.

The consensus of the Planning Commissioners is that we want built what we approved. The final inspections cannot be passed until all requirements are met.

ADJOURNMENT: Commissioner Dykstra made a motion to adjourn, Commissioner Woltjer seconded it. Motion carried unanimously. Meeting closed at 8:40 p.m.

MINUTES SUBMITTED BY: Tina Ymker