

JAMESTOWN CHARTER TOWNSHIP
PLANNING COMMISSION

REGULAR MEETING
JANUARY 19, 2016
MINUTES

7:00 PM

CALL TO ORDER –

Chairperson Smith called the meeting to order at 7:00 pm.

ROLL CALL –

Commissioners Dykstra, Keppel, Webster, Smith, Woltjer, DeHoog, and Tacoma were present.
Also present: Planner Ransford.

INVOCATION –

Commissioner DeHoog gave the invocation.

APPROVAL OF THE NOVEMBER 17, 2015 MINUTES -

Commissioner DeHoog made the motion, supported by Commissioner Tacoma, to approve the November 17, 2015 Minutes.

MOTION CARRIED – UNANIMOUSLY.

APPROVAL OF THE AGENDA -

The motion was made by Commissioner Dykstra and supported by Commissioner Keppel that the evening's Agenda be approved.

MOTION CARRIED – UNANIMOUSLY.

GENERAL CITIZEN COMMENTS REGARDING NON-AGENDA ITEMS -

None.

NEW BUSINESS -

*Election of Officers -

Commissioner DeHoog, newest member of the Planning Commission, requested information regarding duties for each position.

The Commissioners informed her that the Chairperson leads the meetings, the Vice-Chairperson leads when the Chair is unavailable, and the Secretary is in charge of seeing that all records and paperwork is in order.

At this time, Chairperson Smith opened the floor for nominations.

Commissioner Keppel nominated Dean Smith for Chairperson, supported by Commissioner Dykstra. No one else was nominated.

Commissioner Tacoma nominated Christine Webster for Vice-Chairperson, supported by Commissioner DeHoog. No one else was nominated.

Commissioner Dykstra nominated Tim Tacoma for Secretary, supported by Christine Webster. No one else was nominated.

Planner Ransford advised the Commissioners that according to proper procedure, a vote was now unnecessary, since each nominee was running unopposed, they were automatically awarded

the individual posts.

*Public Hearing -

**Spring Grove Farms Phase 4 – Tentative Preliminary Plat -

Commissioner Webster made a motion, supported by Commissioner DeHoog, to open the Public Hearing.

MOTION CARRIED – UNANIMOUSLY.

Mike Berg, 1730 Three Mile Road N.E. Grand Rapids, representing Dykema Excavating, exhibited a large, detailed map for the Commissioners' perusal. Mr. Berg briefly commented on the detailed sidewalks, number of lots being developed, public water and sewer, and underground utilities, stating that they hoped to build in 2016, should the Township approve.

Chairperson Smith asked for questions from the attending residents. There were none.

Commissioner Tacoma made the motion, supported by Commissioner Dykstra, to close the Public Hearing.

MOTION CARRIED – UNANIMOUSLY.

Chairperson Smith asserted that everything seemed to be in order and asked if the sidewalks had now been properly addressed, receiving assurance from Planner Ransford that the plan for sidewalks was now in compliance.

Commissioners briefly discussed future phases and access to buses via MaryBeth Lane.

Commissioner Webster made the motion, supported by Commissioner Keppel, to approve Spring Grove Farms Phase Four, Tentative Preliminary Plat, given the items listed in the letter dated January 15, 2016 from the Township's civil engineer firm, Vriesman and Korhorn, especially items 1, 2, and 4, were attended to.

MOTION CARRIED – UNANIMOUSLY.

*Site Plans -

**Jamesfield Planned Development – Final Preliminary Plat -

Kurt Suidinski, 2899 Jamieson Court, representing Nederveld, Inc., briefly touched on the landscaping, stating that the proper plans had now been turned in.

Chairperson Smith asked if the two issues listed in the letter from the Township's engineers, Vriesman and Korhorn, had been resolved.

Planner Ransford assured Commissioners that the landscaping plans had been turned in, were consistent with what Vriesman and Korhorn had stipulated, and the issues had indeed been resolved.

Commissioners discussed a letter from the Ottawa County Road Commission, as well as the aforementioned letter, dated January 15, 2016, from Vriesman and Korhorn, and the two concerns listed therein.

Mr. Suidinski explained that they were aware of this letter and all stipulations had been attended to.

At this time, Commissioner DeHoog made the motion, supported by Commissioner Dykstra, to recommend to the Township Board the approval of Jamesfield Planned Development, Final Preliminary Plat.

MOTION CARRIED – UNANIMOUSLY.

****Riley Crossings – Planned Development – Final Planned Development -**

Rick Pulaski, of Nederveld, Inc., 217 Grandville S.W., noted that there were some small issues yet to be addressed: the number of street trees, sidewalks/bike paths, and concerns from the surrounding property owners being protected with access.

Commissioners discussed these concerns, as well as: there being only one access road, Road Commission and Fire Department approval, economic and environmental impact, and the standards recommended by Vriesman and Korhorn for facades and roof pitches. Also discussed was the benefit of a left-hand turn lane in order to access the subdivision with complete safety.

Chairperson Smith asked if Planner Ransford would be willing to approach the Ottawa County Road Commission regarding this issue.

Mr. Ransford agreed.

Chairperson Smith noted that Site Plan Modifications, numbers 1-9, stated in the January 5, 2016 Memorandum, had all been addressed.

Planner Ransford interjected that it was important to mention Section 19.9 of the Jamestown Charter Township Zoning Ordinance (JCTZO), as well.

At this time, Commissioner Dykstra made the motion, supported by Commissioner DeHoog, to recommend for approval to the Board of Trustees, Riley Crossings Final Planned Development, in accordance with Section 19.9 of the JCTZO, with the inclusion of an affidavit of ownership, the minimum facade and roof pitch requirements addressed in the January 12, 2016 letter from Township engineers Vriesman & Korhorn, and all that was referenced in the January 12, 2016 letter from Township Attorneys Mika Meyers Beckett & Jones.

MOTION CARRIED – UNANIMOUSLY.

Discussion Items -

****Subdivision Street Tree Requirements -**

Chairperson Smith summarized the concerns brought to Supervisor Bergwerff, by certain developers, regarding Section 5.3.1n of the JCTZO – Required Improvements, Street Trees. The JCTZO requires that trees are planted outside of the street right-of-way, at a distance no greater than fifteen(15) feet or less than eleven (11) feet from the right-of-way line. The developers argue that the planting of street trees within the right-of-way is more common and desirable. Supervisor Bergwerff felt there was enough concern that the matter deserved the attention of the Planning Commission.

Kurt Suidinski observed that he has seen this issue come up in the development of Bridlewood Subdivision in Jamestown Township. He asserted that he had driven around area developments and believed the ordinance was inconsistent. He stated that he believed planting the required trees inside of the street right-of-way would better beautify the neighborhoods, which is the purpose of the ordinance.

Commissioners' discussion ensued, including: what happens to the trees when utilities, water, and sewer come through; the types of unacceptable species listed in the JCTZO; the benefits and aesthetic advantages of planting trees; inserting more flexibility into the ordinance; and the desirability of leaving room in the ordinance for creativity. Also discussed was the difference of the distance between trees being 80' versus 50'.

The consensus of the Commissioners was that the types of trees listed as unacceptable in the JCTZO was a side issue, at this time.

Commissioner Tacoma made the motion, supported by Commissioner Dykstra, that Jamestown Charter Township Zoning Ordinance (JCTZO), Section 5.3.2n, be modified by changing the word “outside” for the word “inside”. The revised reading of Section 5.3.2n would read: “Location. On each side of the street, shade trees shall be placed inside of the street right-of-way at a distance no greater than fifteen (15) feet or less than eleven (11) feet from the R.O.W. line. Trees shall

be placed so that there will be approximately ten (10) feet between branch tips when the trees are fully grown. Approaches to buildings should be considered when locating trees.”

MOTION CARRIED – UNANIMOUSLY.

****Annual Report -**

Chairperson Smith remarked that his only question on the proposed 2015 Annual Report was the number of regular meetings listed as 10, instead of the actual 11 meetings that had been held.

Mr. Ransford remarked that this must have been an error on his part, and that he would make the modification.

Commissioner Webster observed that Mr. Ransford had done an exceptional job, the Report being presented in such a way as to be able to see clearly all that the Planning Commission had accomplished in the past year.

Chairperson Smith reflected that the Commissioners had done good work on behalf of the Township, especially in regards to the “Keeping of Poultry” challenge, mentioning that the people at the Ottawa County Fair will be pleased this year.

Commissioner Keppel noted there had been no Zoning Board of Appeals meeting in all of 2015.

Commissioner Webster reflected on the Home Occupation issue involving Jeremy Bodbyl, opining that in today's market one could be much more creative with advertizing on the internet, instead of simply depending on a yard sign.

Commissioner Tacoma made the motion, supported by Commissioner DeHoog, to approve the 2015 Annual Report of the Planning Commission of Jamestown Charter Township, with the small adjustment of the number of meetings, from 10 to 11.

MOTION CARRIED – UNANIMOUSLY.

****2016 Meeting Agenda -**

Commissioners briefly discussed the proposed Meeting Agenda of the Planning Commission, in particular schedule conflicts for the month of November.

Commissioner Dykstra made the motion, supported by Commissioner Keppel, that the 2016 Meeting Agenda resolution be approved, with the exception of changing the November date of meeting from November 8 to November 29, 2016.

MOTION CARRIED – UNANIMOUSLY.

OLD BUSINESS -

None.

EXTENDED PUBLIC COMMENTS REGARDING AGENDA ITEMS ONLY-

None.

CORRESPONDENCE -

None.

PLANNING COMMISSION MEMBER COMMENT -

Commissioner Keppel commented on a challenge recently met by the Zoning Board of Appeals (ZBA) regarding Action Water Sports being approached by an advertizing company to place an eighty (80) foot pole sign nearby, when the JCTZO does not allow it.

Fellow Commissioners agreed that this would be against the JCTZO. Also mentioned, was the billboard near Action Water Sports that could be rented instead.

Commissioner Keppel stated the ZBA had turned the request down.

ADJOURNMENT -

The motion was made to adjourn by Commissioner Webster and supported by Commissioner DeHoog.

The time was 8:10 p.m.

MOTION CARRIED – UNANIMOUSLY.

MINUTES SUBMITTED BY -

Sandy VanAntwerp