

**Site Plan Review Committee  
Jamestown Charter Township**

July 20, 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: Steve Witte, Tom Meidema, Jim Ondersma, Chief Meidema, Quinn Denning

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

**At 2:31pm Woltjer provided a motion to approve the April 20, 2017 meeting minutes. Motion was seconded by Vriesman 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 RapidTek Site Plan Review application.**

Steve Witte provided an overview of the project regarding RapidTek space, tenant space, OCRC Central Parkway pending re-route, landscaping, façade, etcetera.

Ransford discussed his review items including the OCRC, pathway in lieu of construction and landscaping.

Dykstra expressed concerns regarding the amount of landscaping.

Tom Meidema indicated they could add more landscaping along the south building side. Woltjer likes that proposed addition.

General discussion was held regarding the potential right-of-way location and its effect on setbacks, landscaping and the like.

Ransford noted the light fixture is exposed. Witte will provide a compliant fixture that is a total cut-off.

The south side façade was found to be compliant.

The applicant explained that the customer lounge is to keep clients who are having truck equipment performed out of the main shop while they wait.

Vriesman presented his review memorandum. General discussion was held concerning its content.

General discussion was held.

Ransford provided a motion to recommend approval of the site plan with the landscaping modifications that were noted (to move the parking lot trees to the south property line), payment in lieu of construction for the pathway, confirmation of the easement or right-of-way along the south property line but that the south lot line is treated as a side yard and satisfaction of the content of the Vriesman and Korhorn letter. Motion seconded by Woltjer and carried unanimously.

**At 3:29pm Chairperson Dykstra noted that the second order of business is the Jamestown Charter Township Fire Department building.**

Ondersma provided an overview of the project. Concern was expressed regarding the viewshed for emergency vehicles and the required landscaping. Chief would like to see all front yard landscaping removed for view.

Woltjer expressed comfort with the landscaping removal from the front yard. Woltjer expressed further concern regarding the need to use the pending Capital Improvement Plan and noted that the Planning Commission was removed from the involvement with the creation of the Capital Improvement Plan.

Dykstra and Ransford agreed that the landscaping in the front should be removed for a department viewshed.

Woltjer departed the meeting at approximately 4:00pm.

General discussion was held.

Ransford provided a motion to recommend approval of the site plan with the removal of all front yard landscaping for necessary emergency viewshed. Motion seconded by Vriesman and carried unanimously.

**At 4:07pm Chairperson Dykstra noted that there was no correspondence and no extended public comment.**

**At 4:08pm Ransford provided a motion to adjourn. Motion was seconded by Dykstra and carried unanimously.**

Respectfully Submitted:

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Gregory L. Ransford