

JAMESTOWN CHARTER TOWNSHIP
PLANNING COMMISSION
REGULAR MEETING
May 15, 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 Dykstra opened with the invocation.

APPROVAL OF MINUTES FROM APRIL 3, 2018, SPECIAL MEETING: Motion made by Commissioner Ymker, supported by Commissioner Zomerlei to approve the minutes. Motion carried unanimously.

APPROVAL OF AGENDA: Motion provided by Commissioner Gilliam to approve the agenda, supported by Commissioner Tacoma. Motion carried unanimously.

GENERAL COMMENTS REGARDING NON-AGENDA ITEMS: None

NEW BUSINESS:

▪ **Valley Vista Phase 4 Planned Development– Major Amendment**

Randy Feenstra presented the revised site plan. This revised site plan included multiple drives, a court yard, increased space between the unit buildings and 6 less units.

Chairman Smith thanked Mr. Feenstra for addressing all of the Commission's concerns. Commissioner Tacoma made a motion to approve the Valley Vista Phase 4 Planned Development Major Amendment preliminary plan. Commissioner Ymker seconded the motion. The motion carried unanimously.

▪ **Text Amendment Discussions on Private Roads**

Fresh Coast Planning is reviewing and drafting new private road language for the Master Plan and a number of questions require the Planning Commission's response prior to finalization of the draft.

1. In what zoning districts shall private roads be permitted? Planner Ransford presented language recently adopted in Allendale Charter Township. The Planning Commission favored looking at that language in the draft amendment.
2. Shall 3 inches of asphalt be required rather than 2 inches for long term residential construction? Yes, the Commissioners agree 3 inches shall be required.
3. If private roads are allowed for commercial and industrial use, then, yes, their construction shall be appropriately more significant.
4. Shall the same requirements for water and sewer extension for public roads, apply to private roads? The Planning Commission concluded that if the subject property abuts existing utilities, they shall be extended to reach the lots served by the private road.
5. Shall sidewalks be required on all private roads? The Planning Commission concluded that they shall be required with the curb and gutter language presented from Allendale, and for all other roads, criteria shall be provided and lighting shall be determined at the discretion of the Planning Commission.
6. Private roads shall be reviewed and approved by the Planning Commission.

The Planning Commission liked the overall private road language used by Tallmadge Charter Township. Commissioner Dykstra asked whether we should differentiate between public and private road terminology by using Private Drive and Public Road language. Chairman Smith would like to require Condo and Townhouse Associations to have a large enough bond to cover the upkeep of their own roads, funded by Association dues.

▪ **Master Plan & R-3 Zoning District**

The Commission recognizes the importance of public opinion concerning Jamestown's Master Plan. Therefore, the Commission has requested Planner Ransford to rework the Framework for the Master Plan, moving the public workshops to the Fall (when more people may be available) and to have an on-line survey for the public put in place for this summer. A hard copy of this survey will be made available in a local, public location. The use of physical signage and good advertisement through social media were mentioned as important to getting the word out about the survey.

The Planning Commission wants the citizens of Jamestown to know that every Planning Commission meeting is open to the public for public comments. Chairman Smith asked the Commissioners to begin reading through the Master Plan.

Commissioner Zomerlei concluded that it was appropriate to review the entire master plan given the nominal difference in time for only the high density residential, and as a result, made a motion to look at the whole Master Plan. Commissioner Ymker seconded it. The motion carried unanimously.

OLD BUSINESS: None

EXTENDED PUBLIC COMMENTS REGARDING AGENDA ITEMS ONLY:

Neil Casey of 3371 Jamesfield Court asked that the public have more explanation as to what the Master Plan is. He sees the need to open the scope before we narrow it down. He also sees the importance of getting the word out about the survey and workshops both on line and in person so more people can have an input and say in the process.

Commissioner Gilliam said it would be a good idea for the Township to put on its website what a Master Plan is with explanation of how it works as a guideline for the Township.

Ron Koroleski of 2967 8th Avenue said that he thought that a bond on Condo Associations would be a good idea.

Pat Deemter of 3596 16th Street thought it was an excellent idea to try to get as many people as possible to come in and give their input. She would like a paper copy of the survey to be available. She also stated that she is for the moratorium.

CORRESPONDENCE: None

PLANNING COMMISSION MEMBER COMMENTS: Planner Ransford said that a strip mall development is interested in coming to 32nd Avenue but have not submitted anything formal to the township.

ADJOURNMENT: Commissioner Dykstra made a motion to adjourn, Commissioner Ymker seconded it. Motion carried unanimously. Meeting closed at 8:35 p.m.

MINUTES SUBMITTED BY: Tina Ymker