

JAMESTOWN CHARTER TOWNSHIP  
PLANNING COMMISSION MEETING MINUTES  
September 21, 2021, at 7:00 p.m.  
Jamestown Charter Township Hall, 2380 Riley St., Hudsonville MI 49426

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

**ROLL CALL:** Commissioners Jeff Dykstra, Kevin Gilliam, Dave Kronemeyer, Diane Pater, Dean Smith, Tim Tacoma, and Randy Zomerlei were present.

**INVOCATION:** Chairman Zomerlei opened with the invocation.

**APPROVAL OF MINUTES:** A motion was made by Commissioner Pater, supported by Commissioner Dykstra to approve the minutes of the August 03, 2021, Special Planning Commission Meeting. Motion carried unanimously. A motion was made by Commissioner Zomerlei, supported by Commissioner Gilliam to approve the minutes of the August 17, 2021, Planning Commission Meeting. Motion carried unanimously.

**APPROVAL OF AGENDA:** A motion was made by Commissioner Kronemeyer, supported by Commissioner Zomerlei to approve the agenda. Motion carried unanimously.

**GENERAL COMMENTS REGARDING NON-AGENDA ITEMS:** None.

**NEW BUSINESS:**

- **Site Plan Review** for a Site Condominium application submitted by Arbor Financial Credit Union to establish two (2) site condominium units at 3961 32<sup>nd</sup> Avenue, parcel number 70-18-08-200-034. The property is located at the southwest corner of 32<sup>nd</sup> Avenue and Quincy Street. They are making this request because the property does not contain any remaining land divisions through the Land Division Act.

Chairman Smith led discussion of the Planning Commission considerations from the Township Planner's memorandum and noted certain items that would be reviewed when a final site condominium application is submitted.

**A motion was made** by Commissioner Dykstra, supported by Commissioner Zomerlei to adopt the Resolution for Preliminary Site Condominium Approval to establish a two (2) unit commercial site condominium, as shown in the site plan submission titled Arbor Hudsonville Center No. 1 Site Condominium, Prepared by Exxel Engineering, Inc., dated February 15, 2021 (the "Development"), with the following conditions:

- That the applicant satisfy the content of the Vriesman and Korhorn letter dated September 07, 2021.
- That the applicant satisfy the content of the Township Planner's memorandum.
- That the applicant satisfy the content of the draft resolution.

Motion carried unanimously.

- **Public Hearing for a Zoning Text Amendment** to amend Section 3.29A4(a)-Private Roads of the Jamestown Charter Township Zoning Ordinance (JCTZO), which provides the specifications for road construction for a private road serving up to four (4) lots. The proposed text amendment would revise the minimum width of the private road from 14 feet to 20 feet. Upon the advice of the Township engineers, the proposed amendment would also require valley gutter shoulders or curb and gutter where needed for proper storm water drainage.

**A motion was made by Commissioner Dykstra, supported by Commissioner Kronemeyer to open the Public Hearing at 7:07 p.m.** Motion carried unanimously.

Dave Besteman, 4584 8<sup>th</sup> Ave., commented that it would be costly to construct a private drive for only two houses. Chairman Smith stated that if there are only two houses, they would have a shared driveway instead of a private drive.

**A motion was made by Commissioner Zomerlei, supported by Commissioner Gilliam to close the Public Hearing at 7:09 p.m.** Motion carried unanimously.

There was discussion regarding the language of the zoning text amendment as regards the number of lots on a private road. It was determined that only Section 3.29A4(a) of the JCTZO contained language that allowed a 14' width for a private drive. Other sections that address more than four (4) lots on a private road already require a width greater than 20'.

**A motion was made by Commissioner Tacoma, supported by Commissioner Dykstra** to recommend to the Township Board approval of the Zoning Text Amendment Ordinance for section 3.29A4(a). Motion carried unanimously.

**OLD BUSINESS:**

- Zoning Text Amendments
- Subdivision Text Amendments

There was continued discussion of zoning text amendments and subdivision text amendments regarding financial guarantees and public water. The Planning Commission reviewed an example of a cost estimate sheet utilized by Allendale Township for the determination of amounts required for financial guarantees. Chairman Smith explained that the applicant's engineer would submit a list with a price for anything not already guaranteed, and the township's engineer would review it, with both engineers eventually coming to an agreement on an amount for a letter of credit. Further discussion was tabled until the October 19, 2021, Planning Commission meeting in order to review the wording of the text amendment changes for financial guarantees.

**EXTENDED PUBLIC COMMENTS REGARDING AGENA ITEMS ONLY:** None

**CORRESPONDENCE:** None.

**PLANNING COMMISSION MEMBER COMMENT:** Chairman Smith asked the Planning Commissioners if they would be interested in changing the start time of Planning Commission meetings to 6:30 p.m. The consensus was for Planning Commission meetings to remain at 7:00 p.m.

**ADJOURN:** A motion was made by Commissioner Dykstra, supported by Commissioner Gilliam to adjourn the meeting at 7:25 p.m. Motion carried

Respectfully submitted by,

Maureen Carmody, Recording Secretary  
Planning Commission

Minutes approved on

\_\_\_\_\_ by \_\_\_\_\_ (chair)