

JAMESTOWN CHARTER TOWNSHIP  
PLANNING COMMISSION MEETING MINUTES  
February 21, 2023, 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 Kevin Gilliam, Ross De Jong, Cal Klooster, Dave Kronemeyer, Dean Smith, and Tim Tacoma were present, with one position vacant.

**NOT PRESENT:** Township Planner, Greg Ransford, was absent with notice.

**INVOCATION:** Commissioner Smith opened with the invocation.

**APPROVAL OF MINUTES:** A motion was made by Commissioner Kronemeyer, supported by Commissioner Klooster, to approve the minutes of the January 17, 2023 Planning Commission Meeting as written. Motion carried unanimously.

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

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

**NEW BUSINESS:**

- **Site Plan**

- **Site Plan application from** Pioneer Construction on behalf of Kent Quality Foods (KQF) to construct a building addition of 88,220 square feet at 3426 Quincy Street, parcel number 70-18-08-200-031, which is located in the I-2 Planned Industrial Zoning District. Approval was granted for the original building in 2017.  
**Commissioner De Jong** asked for confirmation that the fire lane stops at the retention pond.  
**Don DeGroot**, from Exxel Engineering, was present to give information regarding the site plan application and he confirmed that the retention pond turnaround has been approved by the Jamestown Fire Department.  
**Commissioner Kronemeyer** confirmed from Don DeGroot that the 300 ft. radius needed from both ends of the fire lane has been satisfied.  
**Commissioner De Jong** commented that there is less land to absorb water drainage.  
**Don DeGroot** explained that the original pond was oversized for expansion but they did do a slight redesign to accommodate this 88,220 square ft. addition.  
**Commissioner Smith** added that the detention basin is addressed in item 2 of the Vriesman & Korhorn memo.  
**Commissioner DeJong** asked about the future number of employees, given that it is currently 100. His concern was availability of adequate parking.  
**Don DeGroot** stated that they have parking for 145 employees. They anticipate hiring another 20 to 40 employees for the new addition. The number of employees at any given time changes due to shift changes. First shift is typically 100 employees and second shift is about 60-70 employees. Third shift is strictly a cleaning crew.  
**Commissioner De Jong** wanted assurance that parking would not be a problem especially as time goes on.  
**Commissioner Kronemeyer** also commented that he would like clarification that parking would not be a problem.  
**Commissioner Smith** stated that Kent Quality Foods will have to be responsible for parking since there is no parking available on Quincy St.  
**Commissioner De Jong** stated that he does not like the exterior but it doesn't violate any ordinances.  
**Commissioner Smith** reviewed the Memo from the Planner and stated that if the Planning Commission grants approval, the matter does not proceed to the Jamestown Charter Township Board. Planning Commission approval is sufficient.  
**A motion was made** by Commissioner Kronemeyer, supported by Cal Klooster, to approve the site plan as written with the condition that the applicant satisfy the content of the January 30, 2023 Vriesman & Korhorn letter and the Planner's memorandum as well as meeting the standards for site plan review in Section 17.1E of the Jamestown Charter Township Zoning Ordinance. Motion carried – six ayes.

- **Site Plan**

- **Site Plan application** from Heyboer HQ LLC to construct a building addition of 3,930 square feet for additional office space at DHE, 4475 8<sup>th</sup> Avenue, Grandville, MI 49418, parcel number 70-18-02-200-046 which is located in the Business/Industrial District (B-1).  
**Nate Heyboer** from Heyboer HQ LLC was present to give information regarding the site plan application. Their original building was built 4 ½ years ago and, due to growth, they need an addition for in-house engineering.  
**Commissioner Smith** stated that there were no ordinance deficiencies.  
**Nate Heyboer** commented that the original parking lot was oversized and they built it to plan for future growth.  
**Commissioner De Jong** asked how many employees DHE planned to add.  
**Nate Heyboer** stated that they currently have 26 employees and plan to add 6 to 7 more.  
**Commissioner Gilliam** commented that #2 on the Vriesman & Korhorn letter noted that some stormwater stone/sand interface calculations were calculated incorrectly.  
**Commissioner Ross De Jong** commented that he has a concern that additional sewer can be handled.  
**Nate Heyboer** stated that the Health Department does these calculations and all paper work has been submitted.  
**Commissioner Smith** stated that any stormwater concerns will be addressed prior to issuance of a building permit, and that the Health Department would need to grant approval for water and sewer.  
**Commissioner Smith** commented that there is a unique angle to the addition.  
**Nate Heyboer** stated that they tried to retain as much natural light as possible.  
**A motion was made** by Commissioner Kronemeyer, supported by Commissioner Tacoma, to approve the site plan as written with the condition that the applicant satisfy the content of the January 30, 2023 Vriesman & Korhorn letter and the Planner's memorandum as well as meeting the standards for site plan review in Section 17.1E of the Jamestown Charter Township Zoning Ordinance. Motion carried – six ayes

## OLD BUSINESS

- **10 Ways to Slow Growth Board Motion**

- **Commissioner Smith** commented that even though our requirement of 6.5 units/acre has been in effect for a long time, 2.49 units/acre is as dense as we have developed in the township. Also, the 2019 Master Plan allowed for less development than the previous Master Plan. In addition, the moratorium that resulted in allowing private roads only if public utilities were available was effective in slowing growth. We have planned for the build out of 3,000 building structures in the next 30 years and this build out should fit in the northern section of the township that is master planned for developments. If we mandate larger lots, it could cause this build out to spill out of the development boundary.  
**Commissioner De Jong** commented that if we prefer a PUD, maybe we should tighten up restrictions for zoning districts to encourage a PUD. He also commented that our exterior façade requirements seem weak and we should review them so that we have aesthetically pleasing buildings.  
**Commissioner Kronemeyer** stated that he thinks it's important for us to be proud of our community and developments with larger lots and play areas and plenty of parking and other amenities attract many people. This could also slow development. We should also require better lighting for our developments.  
**Commissioner Klooster** commented that our area is still very attractive to people due to nearby industry. He stated that he favors saving farm land but that we have a very desirable area partially due to our Great Lakes and the availability of water in comparison to western states.  
**Commissioner Kronemeyer** commented that we should pay more attention to our 32<sup>nd</sup> Avenue commercial corridor and the Forest Grove business district. We should be proud of our commercial district and we should pay attention to aesthetics and facades and review our ordinances so that the finished buildings are the way we want them to be. It could be helpful to start going through 5 ordinances at each meeting.  
**Commissioner Tacoma** stated that he believes the purpose of larger garages is to prevent overspill on driveways and lawns resulting in a cleaner looking neighborhood. He also wants more parking for convenience. He believes we should require a deceleration lane so that school buses can safely stop at the entrance to a development. And we should require that utilities be installed underground. He commented that we should require sidewalks on both sides of the street for safety reasons.  
**Commissioner Smith** commented that we could require some of the same things for a PUD that we do for a Condo Association.  
**Commissioner Tacoma** wondered if we could revisit house size for R1, R2 and R3 and all zoning districts.

**Commissioner Smith** commented that we cannot be exclusionary but it would be helpful to continue this discussion with Greg Ransford, the Planner, at the next meeting. Also, Laurie Van Haitsma should report our list to the Board and ask for their comments and if they feel we are going in the direction they desire.

**Preliminary List of 10 Ways to Slow Growth:**

- 1) Revise 19.3C density on planned developments down from 6.5 units/acre to ?
- 2) Utilize an upscale, larger concept on all developments with amenities such as parks, larger lots, sidewalk on both sides of the road, etc.
- 3) Update floor area square footage requirements in all zoning districts to larger house sizes.

Previous actions to slow growth:

- 4) We established a development boundary.
- 5) We required public utilities for all roads, planned developments, site condos.

Keep in mind: Planning Commission's focus is on the big picture which will have the most effect. Micro-managing may not be helpful.

**EXTENDED PUBLIC COMMENTS REGARDING AGENDA ITEMS ONLY:** None.

**CORRESPONDENCE:** None.

**PLANNING COMMISSION MEMBER COMMENT:**

- **Commissioner Smith** commented that we have a rezoning request for the March meeting.

**ADJOURN:** A motion was made by Commissioner Tacoma, supported by Commissioner Kronemeyer, to adjourn the meeting at 8:50 p.m. Motion carried unanimously.

Respectfully submitted by,

Laurie Van Haitsma

Minutes approved on

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