

JAMESTOWN CHARTER TOWNSHIP  
PLANNING COMMISSION MEETING MINUTES

September 19, 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 Ross De Jong, Dave Kronemeyer, Dana O'Dell, Cal Klooster, Dean Smith, Tim Tacoma, and Randy Zomerlei were present.

**ALSO PRESENT:** Township Planner Greg Ransford.

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

**APPROVAL OF MINUTES:** A motion was made by Commissioner DeJong, supported by Commissioner Kronemeyer, to approve the minutes of the August 15, 2023 Planning Commission Meeting as written. Motion carried unanimously.

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

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

**NEW BUSINESS:** None.

**OLD BUSINESS:**

- **Map Amendment (Rezoning)- 2488 Riley Street, LLC-0 Riley Street**, parcel number 70-18-16-200-041-Rezoning from the Agricultural Rural Residential (AR) Zoning District and the Village Commercial (C-1) Zoning District to the R-2 Residential (R-2) Zoning District. The property is currently vacant and approximately 35.85 acres in area, primarily located off 24<sup>th</sup> Avenue, with 825 feet of road frontage on 24<sup>th</sup> Avenue and 33 feet of road frontage on Riley Street.  
**A motion was made** by Commissioner Tacoma, supported by Commissioner Kronemeyer, to take the rezoning request submitted by 2488 Riley Street, LLC off the table and resume deliberations. Motion carried unanimously.  
**The Planning Commissioners** discussed the potential for complaints from residents regarding smells and flies generated by nearby farming activity, the Right-To-Farm Act, compatibility with the township master plan and existing infrastructure.  
**A motion was made by** Commissioner Tacoma, supported by Commissioner Kronemeyer, to recommend that the Township Board approve rezoning the parcel to the R-2 Zoning District, as rezoning would be consistent with the master plan, is consistent with surrounding uses, and is capable of supporting the use. Motion carried-six ayes, Commissioner De Jong opposed.
- **Site Plan review** for Quincy Street Industrial-0 Quincy Street, parcel number 70-18-05-400-026-to construct an Industrial Incubator building of approximately 192,500 square feet on the south two thirds of the property, and a self-storage facility of approximately 48,960 square feet on the north third of the property. The property is located within the Planned Industrial Zoning District.  
**Chairman Smith** noted that a lengthy email from Mr. Starck on behalf of the applicant was received late in the afternoon on September 18, 2023, the day before the Planning Commission meeting, which didn't allow time for review by township legal counsel.  
**A motion was made** by Chairman Smith, supported by Commissioner De Jong, to continue to table discussion of the site plan for Quincy Street Industrial until the next regularly scheduled Planning Commission meeting subsequent to receiving an opinion from township legal counsel regarding Section 26.4C5 of the Jamestown Charter Township Zoning Ordinance (JCTZO). Motion carried unanimously.
- **Site Plan Review** for Jamestown Industrial-0 Central Parkway, parcel number 70-18-08-200-036-to construct an Industrial Incubator building of approximately 49,084 square feet, containing three (3) units to be used as industrial incubators for all permitted uses in the I-2 Planned Industrial District as well as related parking and landscaping. The 3.5-acre property is located at the south end of Central Parkway, south of Quincy Street.  
**Chairman Smith** received an email from Mr. Starck on behalf of the applicant, to request that the site plan review for Jamestown Industrial continue to be tabled until they receive more information from the Ottawa County Road Commission on the driveway cut versus construction of a road.
- **Village of Jamestown and Forest Grove Overlays**
  - **Planner Ransford** gave an overview of the draft language for each overlay district and the five different versions for the proposed Village of Jamestown overlay shape-#1 square, #2 circle, #3 diamond, #4 plus sign, #5 rotated

square. All extend one half mile from the intersection of Riley Street and 24<sup>th</sup> Avenue. The green outer color represents lower proposed density, and the red inner color represents higher proposed density. Township legal counsel has reviewed the draft language and has no concerns with it as presented. The overlay districts would include another set of standards in addition to the underlying zoning district. The Planning Commission discussed the proposed language and shapes, with general consensus that the proposed density not exceed that of the R-2 Residential Zoning District and that overlay shape #1 square would be the best shape for the Village of Jamestown. Planner Ransford noted that it would not be feasible to draw the lines to follow current lot lines as those can change, and that it would be better to consider the amount of appropriate area and depth. Forest Grove overlay was presented with only one overlay shape due to strong input from the public workshops. Also discussed was the possibility of creating conflict with the master plan if the potential for R-3 residential zoning is removed from the overlay district, but the draft language Planner Ransford provided for the meeting already indicated that residential density shall not exceed that of the R-2 Residential Zoning district in the Village of Jamestown Overlay District in Section A.1. In Section 16.4C-Commercial Developments, the requirement for outdoor public space was discussed, along with what would be the definition of a public space or amenities as separate from dining areas. Planner Ransford noted that the members of the public who attended the workshops wanted public amenities such as benches, water filling stations, etc. Consensus was reached that Section 16.4C and Section 16.4D should be combined and revised to read that "increased building height and/or increased building setback may be permitted by the Planning Commission during site plan review if public amenities are included within the development." Planner Ransford will provide revised draft language for the next meeting and will postpone scheduling the public hearing. In addition, uniformity of lighting was discussed, and Planner Ransford noted that lighting is part of site plan review standards, but the Planning Commission could add language to require uniform lighting and front yard lighting in the overlay districts. It was also stated that trends change and specific style requirements in the overlay districts could trigger numerous variance requests or incur large expenses for small projects.

- **Discussion items**

- Accessory Building Height in the R-1, R-2, R-3 and AR Zoning Districts was discussed, specifically where on the building to measure height, the maximum allowed height in the JCTZO and the height currently allowed for accessory buildings. Planner Ransford stated that most jurisdictions don't have a side wall limitation, and that height is measured from the average grade to the midpoint of the average truss. Consensus was reached to increase the maximum sidewall height for accessory buildings to fourteen (14) feet, and that the maximum height match that of the underlying zoning district with the pitch of the roof of the accessory building not to exceed the pitch of roof of the house in the R-1, R-2, R-3 and AR Zoning Districts.
- Master Plan five-year review will begin no later than next year. The Planning Commission will also review parcels that show an upgrade that is no longer considered appropriate.

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

**CORRESPONDENCE:** None.

**PLANNING COMMISSION MEMBER COMMENT:** Commissioner Kronemeyer commented that it would be helpful to the public to use the wall-mounted television in the meeting room to display Planning materials as a courtesy to the members of the public in attendance. Planner Ransford stated that applicants are informed that it is available, but they often don't choose to use it.

**ADJOURN:** A motion was made by Commissioner Kronemeyer, supported by Commissioner Klooster, to adjourn the meeting at 8:32 p.m. Motion carried unanimously.

Respectfully submitted by,

Maureen Carmody, Recording Secretary  
Planning Commission

Minutes approved on

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