

JAMESTOWN CHARTER TOWNSHIP
PLANNING COMMISSION MEETING MINUTES

January 16, 2024, 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, Cal Klooster, Dave Kronemeyer, Dana O’Dell, Dean Smith, and Tim Tacoma were present, with one position vacant.

ALSO PRESENT: Township Planner Greg Ransford.

INVOCATION: Chairman Smith opened with the invocation.

APPROVAL OF MINUTES: A motion was made by Commissioner Tacoma, supported by Commissioner Kronemeyer, to approve the minutes of the November 21, 2023 Planning Commission Meeting with a correction to show that Commissioner Klooster voted no regarding the motion to adopt the Resolution for Peace Field Preliminary Site Condominium approval. **Motion carried** unanimously, with one position vacant.

APPROVAL OF AGENDA: A motion was made by Commissioner De Jong, supported by Commissioner Klooster, to approve the agenda with the addition of 2024 Election of Officers under Planning Commission Member Comment. **Motion carried** unanimously, with one position vacant.

GENERAL COMMENTS REGARDING NON-AGENDA ITEMS: None.

NEW BUSINESS:

- **Site Condominium**
 - **Jamestown Shores Site Condominium-Amendment-Preliminary Plan**
 - **Seeking to combine Parcel F and Unit 11 and the resulting condominium boundary**
 - **Seeking to combine Units 1, 2, and 3, and subsequently split Parcel K and Unit 3**

John Male from Exxel Engineering was present on behalf of the applicants regarding the Jamestown Shores Site Condominium amendment. They are seeking to amend the existing Jamestown Shores Site Condominium located on the south side of Perry Street between 36th Avenue and 40th Avenue. The Site Condominium was established in 2020 with 17 single-family residential site condominium sites and nine (9) single-family residential lots, along with two private roads. The applicant seeks to combine the previous Parcel F and Unit 11 along with combining Units 1, 2, and 3, and subsequently split Parcel K and unit 3. This would combine three lots and split the resulting combination to create two lots. Nothing else has changed from their prior approval.

The Planning Commissioners reviewed the considerations noted in the Township Planner’s memorandum regarding the Preliminary Plan Standards of 27.3D and the content of the draft Resolution.

A motion was made by Commissioner Tacoma, supported by Commissioner Kronemeyer, to adopt the resolution for Preliminary Plan Amendment approval as shown in the site plan submission titled Jamestown Shores Site Condominium, prepared by Exxel Engineering, Incorporated, dated 11/10/2023. **Motion carried** unanimously, with one position vacant.

OLD BUSINESS:

- **Text Amendments**
 - **Curbing**
 - **Section 15.6E-Landscaping and Overall Site Design**
 - **Section 26.4C5-Off Street Parking Areas**

The Planning Commissioners discussed the draft language that would require concrete curbing within commercial and industrial developments in the Township. The proposed language would require concrete curbing throughout parking lots and paved areas within commercial and industrial developments, and therefore valley gutter would not be allowed. There was discussion regarding possibly revising the language to exclude certain uses from this requirement. There was consensus to have Planner Ransford schedule a Public Hearing for the draft language as proposed with the addition of language that would make it clear that the requirement for concrete curbing applies to the B/I, I-2, C-1, C-2, and C-3 Zoning Districts.

- **Section 3.2-Accessory Buildings, Structures, and Uses**

The Planning Commissioners discussed the draft language regarding Accessory Buildings, Structures, and Uses. The proposed language would increase the side wall height to fourteen (14) feet, require that the pitch of the roof not exceed that of the dwelling, that the Zoning District maximum height applies and that it applies to the R-1, R-2, R-3, and AR Zoning Districts. It was noted that the Township Zoning Administrator is of the opinion that “the side wall height (be) eliminated and go with a total height requirement.” He also was not in favor of requiring that the pitch of the roof not exceed the pitch of the roof for the dwelling. The Commissioners determined that it was still preferable to limit the eaves height, but that fourteen (14) feet would be inadequate for the purpose of allowing inside storage of large recreational vehicles. Planner Ransford was directed to schedule a Public Hearing for the draft language as originally proposed, but with an increase to sixteen (16) foot eaves height.

- **Village of Jamestown**

- **Final draft of map and text**

The Planning Commissioners directed Planner Ransford to schedule a Public Hearing for the draft Zoning Map for the Village of Jamestown and Forest Grove Overlay areas as well as the revised draft language for Chapter 16, Village of Jamestown Overlay District and Chapter 16A Forest Grove Overlay District.

- **Master Plan**

The Planning Commissioners discussed the process for reviewing the Township Master Plan. Planner Ransford will provide a framework for setting a schedule of review and revision. Chairman Smith suggested reviewing Chapter One of the Master Plan at the next meeting as well as the current Zoning Map and Master Plan Map.

EXTENDED PUBLIC COMMENTS REGARDING AGENA ITEMS ONLY: Matt Scholten, a member of the public in attendance, stated that he was not in favor of the draft Zoning Ordinance language that would prohibit valley gutter for commercial and industrial developments.

CORRESPONDENCE: None.

PLANNING COMMISSION MEMBER COMMENT:

- **2024 Meeting Schedule**

A motion was made by Chairman Smith, supported by Commissioner Kronemeyer, to approve the 2024 Planning Commission meeting schedule as written with one change. The November Planning Commission meeting will be scheduled for November 12, 2024, one week earlier than usual. **Motion carried** unanimously with one position vacant.

- **The 2023 Annual Planning Commission report was reviewed.**

- **2024 Election of Officers**

A motion was made by Commissioner Klooster, supported by Commissioner Kronemeyer, to re-elect Commissioner Dean Smith as Chairperson, Commissioner De Jong as Vice-Chairperson, and Commissioner Tacoma as Secretary. **Motion carried** unanimously with one position vacant.

ADJOURN: A motion was made by Commissioner Tacoma, supported by Commissioner De Jong, to adjourn the meeting at 7:55 p.m. **Motion carried** unanimously.

Respectfully submitted by,

Maureen Carmody, Recording Secretary
Planning Commission

Minutes approved on

_____ by _____
(chair)