

JAMESTOWN CHARTER TOWNSHIP
PLANNING COMMISSION MEETING MINUTES
March 19, 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, Dana O’Dell, Sherrie Miedema, Dean Smith, and Tim Tacoma were present. Commissioner Dave Kronemeyer was absent with notice. The Commissioners welcomed new Commissioner Sherrie Miedema.

ALSO PRESENT: Township Planner Greg Ransford.

INVOCATION: Commissioner O’Dell opened with the invocation.

APPROVAL OF MINUTES: A motion was made by Commissioner Tacoma, supported by Commissioner De Jong, to approve the minutes of the February 20, 2024 Planning Commission Meeting as written. Motion carried unanimously.

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

GENERAL COMMENTS REGARDING NON-AGENDA ITEMS: None.

NEW BUSINESS:

- **PUBLIC HEARINGS**

- **Chapter 16-Village of Jamestown Overlay Chapter & Map and Chapter 16A-Forest Grove Overlay Chapter & Map**-to establish overlay districts that provide for exemptions, requirements for residential developments, and requirements for Commercial developments.

A motion was made by Commissioner Miedema, supported by Commissioner O’Dell to open the Public Hearing at 7:02 p.m. Motion carried-6 ayes, Commissioner Kronemeyer absent.

Chairman Smith explained the purpose of the overlay districts, which is to establish regulations to preserve and promote the historic village character of the Village of Jamestown and Forest Grove areas. The Overlay Zoning Districts do not replace or restrict the range of uses allowed in the underlying districts but provide for additional requirements for certain residential and commercial development. Planner Ransford noted that the Overlay Districts would not apply to individual, single-family construction.

David Vonk, 3531 Perry St., and Robert Vandenberg, 3735 Adams St., offered comment regarding pathways and sidewalks in the proposed overlay districts as well as the proposed boundaries.

A motion was made by Commissioner Tacoma, supported by Commission O’Dell, to close the Public Hearing at 7:21 p.m. Motion carried-6 ayes, Commissioner Kronemeyer absent.

The Planning Commissioners discussed the gravel pit on Perry Street and the possible uses for the property once the mining operation is completed, especially now that public water is required for private or public roads and the property has limited road frontage.

A motion was made by Commissioner Tacoma, supported by Commissioner Klooster, to recommend that the Township Board adopt the Zoning Text and Map Amendment Ordinance to amend the Jamestown Charter Township Zoning Ordinance to add Chapter 16-Village of Jamestown Overlay District and Chapter 16A-Forest Grove Overlay District, and to amend the Jamestown Charter Township

Zoning Ordinance Map by adding certain lands to the Village of Jamestown Overlay District and by adding certain lands to the Forest Grove Overlay District. Motion carried-6 ayes, Commissioner Kronemeyer absent.

- **Section 3.2J-Accessory Buildings, Structures, and Uses**-the maximum eave height for accessory buildings is proposed to be increased from 10 to 16 feet and limit the roof pitch to not exceed the principal building on the same lot. It also adds the same restrictions for the Agricultural-Rural Residential Zoning District.

Chapter 4-Zoning Districts-in the instance the overlay districts are adopted, they must be identified in this Chapter.

Section 15.6E-Landscaping and Overall Site Design-The proposed revision mandates raised or rolled concrete curbing within the 32nd Avenue and M-6 Overlay District areas.

Section 26.4C5-Off-Street Parking Areas-the proposed revision mandates raised or rolled concrete curbing within sites in the B-I, I-2, C-1, C-2, and C-3 Zoning Districts.

A motion was made by Commissioner De Jong, supported by Commissioner O’Dell, to open the Public Hearing at 7:35 p.m. Motion carried-6 ayes, Commissioner Kronemeyer absent.

There were no public comments.

Chairman Smith noted that the rolled concrete curbing requirement would apply to commercial and industrial developments only.

A motion was made by Commissioner O’Dell, supported by Commissioner Klooster, to close the Public Hearing at 7:41 p.m. Motion carried-6 ayes, Commissioner Kronemeyer absent.

A motion was made by Commissioner Tacoma, supported by Commissioner De Jong, to recommend that the Township Board adopt the Zoning Text Amendment Ordinance to amend the Jamestown Charter Township Zoning Ordinance to amend Section 3.2J-Accessory Buildings, Structures, and Uses; amend Chapter 4-Zoning Districts; amend Section 15.6E-Landscaping and Overall Site Design; amend Section 26.4C5-Off-Street Parking Areas. Motion carried-6 ayes, Commissioner Kronemeyer absent.

OLD BUSINESS:

- **Master plan**

- The Planning Commissioners continued review of the Jamestown Charter Township Master Plan (JCTMP). They discussed the revised wording for Chapter One-Agricultural Uses that the Township Planner submitted as directed by the Commissioners at the February 20, 2024 Planning Commission meeting. The revisions include:
 - Revise the language within the first paragraph of the introduction to focus on township officials recognizing and balancing increasing residential, commercial, and industrial development with the needs of the agricultural community.
 - Strike the last bullet point in Recommendations “periodically consider review of the minimum setback for all farm buildings, so as to protect the greatest amount of open space and or farmland as possible”.
 - Strike the right-of-way language and 30-foot language within the third Strategy bullet.
 - Revise the fifth Strategy bullet to require the clustering of residential developments in order to maintain more open spaces in the Township and maximize the protection of agriculture.
- **Commissioner O’Dell** suggested that the Prime Farmland Soils map referenced in Chapter One should include the date of the map being referenced. Otherwise, the Commissioners were in consensus that the revised wording for Chapter One reflects what was discussed.
- The Planning Commissioners reviewed the existing language for Chapter Two-Residential Uses. There was discussion regarding how the Master plan and Zoning Ordinances work together, especially

regarding Planned Developments. There was also discussion regarding bullet number two under Strategies regarding higher density housing and whether that supports the goal of limiting higher density housing. Planner Ransford suggested that the working could be revised to “require higher density single family housing”.

- The Planning Commissioner reviewed the existing language for Chapter Three-Village of Jamestown. It was decided that the last bullet point under Recommendations and Strategies regarding the public utility boundary could be stricken as that has been adopted as an Ordinance. Planner Ransford will review the Village of Jamestown and Forest Grove Chapters of the Master Plan to see if any language can be removed that is also covered in the Overlay Zoning Districts.

EXTENDED PUBLIC COMMENTS REGARDING AGENDA ITEMS ONLY: Robert Vandenberg, 3735 Adams St., asked a question about off-street parking and requested a copy of the draft Forest Grove overlay district map.

CORRESPONDENCE: None.

PLANNING COMMISSION MEMBER COMMENT: None.

ADJOURN: A motion was made by Commissioner Tacoma, supported by Commissioner Klooster, to adjourn the meeting at 8:12 p.m. Motion carried unanimously.

Respectfully submitted by,

Maureen Carmody, Recording Secretary
Planning Commission

Minutes approved on

_____ by _____
(chair)