

JAMESTOWN CHARTER TOWNSHIP  
PLANNING COMMISSION MEETING MINUTES

July 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. Commissioner Sherrie Miedema was absent.

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

**INVOCATION:** Commissioner De Jong opened with the invocation.

**APPROVAL OF MINUTES:** A motion was made by Commissioner Kronemeyer, supported by Commissioner Klooster, to approve the minutes of the June 18, 2024 Planning Commission Meeting as written. Motion carried unanimously.

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

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

**NEW BUSINESS:**

▪ **PUBLIC HEARING**

○ **Text Amendments-Contractor’s Offices in the C-2 Zoning District**

Planner Ransford provided draft language to include Contractor’s Office and Showroom within the General Commercial (C-2) Zoning District as a Special Use.

**Chairperson Smith** reviewed the text amendment language to add Section 11.3N under Section 11.3-Special Uses in the Jamestown Charter Township Zoning Ordinance (JCTZO) regarding Contractor’s offices in the C-2 Zoning District.

**A motion was made by** Commissioner Tacoma, supported by Commissioner Klooster, to open the Public Hearing at 7:03 p.m. Motion carried unanimously.

**There were no public comments.**

**A motion was made by** Commissioner Tacoma, supported by Commissioner Kronemeyer, to close the Public Hearing at 7:04 p.m. Motion carried unanimously.

**A motion was made by** Commissioner Kronemeyer, supported by Commissioner Tacoma, to recommend that the Jamestown Township Board of Trustees adopt the Ordinance as written to amend the JCTZO by adding Section 11.3N-Special Uses. Motion carried-six ayes, Commissioner Miedema absent.

▪ **Site Plans**

○ **The Heritage-Final Development Plan** for the Heritage Planned Development submitted by Nederveld, Incorporated on behalf of 2488 Riley, LLC to establish 37 duplex residential condominiums and one single family residential condominium for a total of 75 units, on parcel number 70-18-16-200-041. The property is located off the southwest corner of Riley Street and 24<sup>th</sup> Avenue within the R-2 Residential Zoning District.

**Curtis Moran** was present on behalf of the applicants to provide information regarding the Final Development Plan. They obtained professional landscaping opinions regarding the planting of evergreen trees to provide additional screening along the south property line, and it is not recommended due to wetland areas and shading from the existing tree canopy. He added that the property owner is talking with the adjacent property owner regarding other solutions for additional screening. They have added 2.5 feet of separation between the internal sidewalk and the main drive pavement except for the section of the access drive off 24<sup>th</sup> Ave., where the sidewalk will abut the

pavement due to EGLE requirements for minimizing the impact to a wetland area. The Planning Commissioners discussed having the applicant request that EGLE allow separation of the sidewalk from the main drive pavement in the wetland area due to safety concerns for pedestrians. They would need a letter from the Township Supervisor requesting spacing of five feet (the preferred distance by the Planning Commission for the access drive), but with a minimum of two feet, between the driveway and the sidewalk through the wetland area to address safety concerns. Planner Ransford stated that if EGLE denies the request, the applicant can return for an amendment to the Planned Development. There was discussion regarding an internal pathway to Riley Street and payment in-lieu for the 24<sup>th</sup> Avenue pathway. It was noted that both the Township Engineer and the Ottawa County Road Commission do not recommend a midblock crossing, which would occur with the internal pathway to Riley Street. Regarding payment in-lieu for 24<sup>th</sup> Avenue, Planner Ransford stated that the application is subject to the new ordinance requirements for determining payment in-lieu. The applicant stated that the internal pathway to Riley Street was to fulfill the Riley Street pathway requirement, and as it is not possible to construct a pathway through the wetland areas along Riley Street or 24<sup>th</sup> Avenue, the applicant is electing to do payment in-lieu of pathway for road frontages along Riley Street and 24<sup>th</sup> Avenue. The pathway worksheet will be completed based on the applicant's response and submitted along with the Final Planned Development plan to the Township Board of Trustees. There was discussion of sewer capacity. The applicant stated that the project would occur in two phases, with phase two dependent upon future upgrades to the Township sewer system. Planner Ransford would include approximate timing for phases in the drafted ordinance language for the Planned Development. The Planning Commissioners reviewed site plan standards and the considerations included in the Planner Ransford's memorandum.

**A motion was made** by Commissioner Tacoma, supported by Commissioner Kronemeyer, to recommend that the Township Board approve the Final Planned Development for the Heritage as submitted, with the following conditions:

- That the pathway worksheet be completed based on the applicant's decision to provide payment in lieu-of pathway construction for road frontage along Riley Street and 24<sup>th</sup> Avenue.
- That a letter drafted by the Township Supervisor be sent to EGLE requesting spacing between the driveway and sidewalk due to safety concerns regarding pedestrians.
- That a written decision between the owner of the property and the owner of the adjacent property along the south property line regarding screening be provided before final plan approval is granted by the Township Board.
- That the applicant comply with the content of the Township Engineer's letter.
- That Phase Two of the Planned Development is contingent upon upgrades to the Township Sewer system.
- That the applicant provide the light fixture specification sheet and pole height for the internal drive.

Motion carried-six ayes, Commissioner Miedema absent.

- **SoundOff Signal-Site Plan Review Application** from GBS Ventures, LLC to construct an addition of approximately 41,563 square feet to their existing building at 4130 Royal Court for SoundOff Signal. The addition is for the purpose of an employee breakroom, bathrooms, and warehouse space. The main facility for SoundOff Signal is located on Central Parkway. SoundOff Signal is combining adjacent property to the south with the existing facility. The property is located within the Planned Industrial Zoning District.

**Jack Baar**, from Nederveld, was present to provide information regarding the application. The Planning Commissioners reviewed the considerations within Planner Ransford's memorandum. While there is a

small air conditioning unit for the employee breakroom that is located on a side of the building that faces a public street, it would be approximately four feet below the grade of the road, and the applicant stated that they can screen it with trees or other vegetation. While the existing trees along the rear property line would be adequate for buffering, they will have to remove some trees for the building, and they will supplement with new trees. There will not be an external dumpster on the site. The Parking was determined to be adequate for the proposed use. Baar stated that the owner is electing to do payment in-lieu of pathway construction.

**A motion was made** by Chairman Smith, supported by Commissioner Kronemeyer, to approve the site plan as submitted, with the following conditions:

- That the applicant must satisfy the content of the Township Engineer letter dated July 9, 2024.
- That the applicant must satisfy the content of the Township Planner’s memorandum.
- That a financial surety is provided for the cost of the related improvements for the project, pursuant to Section 17.1K of the JCTZO.
- That the air conditioner in the front yard facing Royal Court is screened with some type of foliage.
- That the pathway worksheet be completed based on the applicant’s decision to provide payment in-lieu of pathway construction.

Motion carried-six ayes, Commissioner Miedema absent.

▪ **Solar/Wind Legislation Discussion**

**Planner Ransford** informed the Planning Commissioners that due to new legislation that will go into effect in November, if certain thresholds are met, the state would override local control of the siting of large solar or wind projects. The Township would only be able to regulate projects below those thresholds. He also noted that the JCTZO does not contain language regarding battery storage. The Township has the option to adopt a CREO (Compatible Renewable Energy Ordinance) if desired, but MTA counsel has recommended that communities do not bother, since it cannot vary from State law. He will forward an MTA publication that gives more information regarding this process.

**OLD BUSINESS:** None.

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

**CORRESPONDENCE:** None. There will be a site plan review for an addition to Jamestown Baptist Church and the next chapter for Master Plan review.

**PLANNING COMMISSION MEMBER COMMENT:** Commissioner Kronemeyer commented on the recent construction of a Kum & Go.

**ADJOURN:** A motion was made by Commissioner Klooster, supported by Commissioner De Jong, to adjourn the meeting at 8:35 p.m. Motion carried unanimously.

Respectfully submitted by,

Maureen Carmody, Recording Secretary  
Planning Commission

Minutes approved on

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