

JAMESTOWN CHARTER TOWNSHIP  
PLANNING COMMISSION MEETING MINUTES

April 15, 2025, 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 Al Jeurink, Cal Klooster, Sherrie Miedema, Dana O'Dell, Dean Smith, and Tim Tacoma were present. Commissioner Kronemeyer was absent with notice.

**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 Klooster, to approve the minutes of the March 18, 2025 Planning Commission Meeting as written. Motion carried unanimously.

**APPROVAL OF AGENDA:** A motion was made by Commissioner Miedema, supported by Commissioner O'Dell, to approve the agenda. Motion carried unanimously.

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

**NEW BUSINESS:**

- **Public Hearing**

- **Silvercreek (formerly Creekridge) Phase 1 Tentative Preliminary Plat.** An application from Signature Land Development seeking Tentative Preliminary Plat approval for Phase 1 of the Creekridge Planned Development, which would consist of 45 single-family residential lots. The Creekridge Planned Development received Planned Development approval in 2017, and since then has changed the name of the development to Silvercreek. The property is located east of 24<sup>th</sup> Avenue and west of 16<sup>th</sup> Avenue on the north side of Greenly Street, directly across from the Ottawa County Spring Grove Park.

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

**Kelly Kuiper**, a representative for the applicant, Signature Land Development, was present to answer questions regarding the application. She stated that the site plan is the same as the one approved in 2017, with just a few minor tweaks to some lot sizes and shapes. Phase 1 will have 45 lots and Phase 2 will have 19 lots. They anticipate the project to be completed within five years.

**There were no comments** by members of the public in attendance.

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

**The Commissioners** reviewed the preliminary plat application and discussed whether trees with a trunk more than six (6) inches in diameter would be required to be shown on the site plan, as well as whether there would be any potential traffic issues. Kuiper stated that a tree survey for the property has not yet been done. The applicants stated that most of the existing vegetation would remain along the creek, and that there were no trees of significant size on the site. Regarding traffic, Kuiper noted that a traffic study had been done prior to the initial submission in 2017, and that the roads shown with turnarounds on the site plan are stubbed roads that will eventually connect to other public roads as adjacent property is developed.

**A motion was made by** Chairman Smith, supported by Commissioner Klooster, to recommend that the Township Board of Trustees approve the Tentative Preliminary Plat for Phase 1 of the Silvercreek (formerly Creekridge) Planned Development as submitted with the following condition: that the content of the April 2, 2025 Township Engineer letter be met. Motion carried unanimously.

- **DC Storage Planned Development Amendment.** An application from Douglas Veltema to amend the DC Storage Planned Development which was last approved in 2016. The proposed addition includes two (2) new storage units, with a combined 80,080 square feet, on a recently purchased and combined parcel

to the west of the existing storage site. The 20-acre property is located along the I-196 right-of-way on the south side of Ransom Street west of 40<sup>th</sup> Avenue.

**A motion was made by** Commissioner Tacoma, supported by Commissioner Klooster, to open the Public Hearing at 7:15 p.m. Motion carried unanimously.

**Jeff Van Laar**, from Exxel Engineering, was present to provide information regarding the application to add recently acquired land and proposed buildings to the Planned Development. They are requesting preliminary approval for the Planned Development amendment. They also are requesting that they not be required to construct concrete curbing in the parking areas as it is in an agricultural area and there will not be heavy traffic at the edges of the pavement on the site. It is also not necessary for drainage on the site as most stormwater collection is within the middle of the paved areas. They are working with the City of Hudsonville to obtain water for fire protection.

**There were no comments** by members of the public in attendance.

**A motion was made by** Commissioner O'Dell, supported by Commissioner Klooster, to close the Public Hearing at 7:21 p.m. Motion carried unanimously.

**The Commissioners** reviewed the Planned Development Considerations of Section 19.5 of the Jamestown Charter Township Zoning Ordinance (JCTZO), specifically regarding 19.5F to preserve the existing trees along the property line bordering the nearest residential property, as well as stormwater flow on the property. Planner Ransford noted that the applicant is not required to install concrete curbing in the parking areas as the property is in the Agricultural Rural Residential (AR) Zoning District, not in the Commercial or Industrial Zoning District. The concrete curbing requirement does not apply to commercial uses in the AR Zoning District.

**A motion was made by** Commissioner Tacoma, supported by Commissioner Klooster, to recommend that the applicant return with the DC Storage Final Planned Development Amendment with the condition that the existing trees along the property line be preserved as much as possible. Motion carried unanimously.

- **Site Plans**

- **SoundOff Signal.** A site plan review application from Nederveld on behalf of SoundOff Signal to construct an addition of approximately 12,135 square feet to the existing building, as well as a new parking lot with 187 parking spaces at 3900 Central Parkway. The addition is for the purpose of additional manufacturing and warehouse space and is the first phase of a larger project that will include an 86,787 square foot addition on the north side of the existing building within the recently rezoned property along Quincy Street. The property is located on the southeast corner of Central Parkway and Quincy Street, within the Planned Industrial Zoning District, as well as the 32<sup>nd</sup> Avenue/M-6 Corridor Overlay Zone.

**Jack Baar**, from Nederveld, was present to provide information regarding the application. He stated that their project will be split into two phases, and that a traffic study would be conducted with Phase Two.

**The Planning Commissioners** reviewed the site plan review standards of Section 17.1E of the JCTZO. The parking study was discussed, as the applicant is requesting more than the minimum parking spaces required by the JCTZO. The Planning Commissioners determined that additional parking spaces are appropriate. Section 17.1E(h)(j) of the ZCTZO were discussed, and it was noted that the final drainage plan design and calculations would need to be submitted to the Township Engineer and the Ottawa County Water Resources Commissioner's office, and that the proposed plan must meet the specifications of the Township Engineer for water supply, sewage disposal or treatment, storm drainage, and other public facilities. The pathway worksheet was discussed, and it was determined that construction of a bicycle path will be required for the road frontage along Quincy Street and Central Parkway.

**A motion was made by** Commissioner Klooster, supported by Commissioner Miedema, to approve the site plan dated 03/21/2025 as submitted with the following conditions:

- That the applicant satisfy the content of the Pathway Worksheet to construct the required bicycle path along the road frontage of Quincy Street and Central Parkway.
- That the applicant satisfy the content of the Township Planner memorandum.
- That the applicant satisfy the content of the Township Engineer letter dated April 8, 2025.
- That the applicant be allowed to construct the additional fifty-five (55) parking spaces over what is required in the JCTZO.
- That the Site Plan Review Standards of Section 17.1E of the JCTZO be met.
- That the applicant provide the required financial surety for the related site improvements.

**Motion carried unanimously.**

• **Text Amendment**

- **Front Lot Line (Corner Lots).** Sample text amendment language from Tallmadge Township was provided that defines the front lot line of a corner lot as “that line that separates said lot from the street which is designated as the front street on the site plan, or which is designated as the front street on the site plan review application or request for a building permit.” Planner Ransford suggested that the verbiage “based on the location of the intersection of the street and driveway providing access to the lot” be added to the above language or the current language in the JCTZO. He noted that the property owner would decide where the front yard would be established by where they choose to locate the driveway. Planner Ransford was directed to provide revised zoning ordinance text amendment language and schedule a public hearing for the next Planning Commission meeting.

**OLD BUSINESS:** None.

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

**CORRESPONDENCE:** None. Planner Ransford informed the Commissioners that on the agenda for the May 20, 2025 Planning Commission meeting will be a rezone request to the Commercial Zoning District for property on the NE corner of Quincy St. and 32<sup>nd</sup> Ave., possibly a request to expand the OCRC mining site on Riley St., a public hearing for solar ordinance language, as well as some master plan items pending the receipt of demographic data from Ottawa County.

**PLANNING COMMISSION MEMBER COMMENT:** None.

**ADJOURN:** A motion was made by Commissioner Tacoma, supported by Commissioner O’Dell, to adjourn the meeting at 7:50 p.m. Motion carried unanimously.

Respectfully submitted by,

Maureen Carmody, Recording Secretary  
Planning Commission

Minutes approved on

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