

JAMESTOWN CHARTER TOWNSHIP
PLANNING COMMISSION MEETING MINUTES

July 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, Dave Kronmeyer, Dana O'Dell, Dean Smith, and Tim Tacoma were present. Commissioners Cal Klooster and Sherrie Miedema were absent.

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 Kronmeyer, to approve the minutes of the May 20, 2025 Planning Commission Meeting as written. Motion carried unanimously.

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

GENERAL COMMENTS REGARDING NON-AGENDA ITEMS: None.

NEW BUSINESS:

- **Public Hearing**

- **Jamestown Three Preliminary Planned Development** to establish four duplex residential condominiums and nine fourplex residential condominiums for a total of 44 dwelling units on approximately seven acres, located at 3388 32nd Avenue, parcel number 70-18-09-300-029. The property is located within the R-1 Residential Zoning District and the 32nd Avenue/M-6 Corridor Overlay Zoning District on the east side of 32nd Avenue south of Greenly Street and immediately adjacent to Jamestown One.

A motion was made by Commissioner Tacoma, supported by Commissioner O'Dell, to open the Public Hearing at 7:02 p.m. Motion carried unanimously.

Chris Gilbert, from Holland Engineering, provided information regarding the Preliminary Planned Development application. The development will be similar to the property to the north, with greenspace and a dog park along the east property line and landscape buffers along the west, south and east property lines to buffer adjacent single-family homes. The proposed density will be 2.25 units per acre, which is under the maximum 6.5 units per acre for residential uses in a residential zoning district.

Chris Boonstra, 3330 32nd Ave., asked if the units will be condos or leased. He also asked if a picture of the condos was available. Carson Gray, from CopperRock Construction, representing the ownership of the property, answered that economic conditions would determine whether units would be leased in the short term. They did not have a picture readily available, but stated that the units along 32nd Ave. will be the same as the ones to the north in Jamestown One to maintain a continuity of look and aesthetics along 32nd Ave.

Peggy Boonstra, 3330 32nd Ave., asked if there will be a berm along the property line to protect neighbors' privacy. Gray answered that there will be a landscaping buffer.

Abby Scott, 3437 Jamesfield Ct., commented on the inadequacy of the trees planted as a buffer on the property to the north. Gray replied that the initial landscaping for Jamestown One was done as required with the initial infrastructure, and that the remainder of the landscaping will be installed as units are completed. They tried to place the units for Jamestown Three as far west as possible to preserve green space.

Neil Dekievit, 3216 32nd Avenue, commented regarding the amount of traffic and trucks on 32nd Avenue, and whether an alternate route would be possible.

Jim Scott, 3437 Jamesfield Ct., asked if the mature vegetation along the property line will be kept. Gray and Gilbert responded that they usually try to keep the integrity of the land, but in this circumstance the trees will have to be removed for the installation of water and sewer service.

Lee Klamer, 3555 32nd Ave., asked what would happen if the county ever decides to make 32nd Ave. into four lanes as the condos are so close to the road. Chairman Smith informed him that the township has no jurisdiction over decisions made by the Ottawa County Road Commission (OCRC) regarding roads.

A motion was made by Commissioner Tacoma, supported by Commissioner Kronmeyer, to close the Public Hearing at 7:21 p.m. Motion carried unanimously.

The Commissioners discussed the preliminary plan regarding the number of garages, the width of the driveway aprons, the size and number of trees shown on the site plan with regards to current landscaping standards in the zoning ordinance, the requirements of the overlay district, the trip generation report in the Township Engineer's letter, concrete curbing and the Township Engineer's letter regarding the likelihood of requiring a 12-inch watermain or an external loop to achieve acceptable fire flow rates. The considerations of Planner Ransford's memorandum were discussed. The Commissioners determined that the proposed density is below the maximum density for dwellings based on project design standards within Section 19.3A of the Jamestown Charter Township Zoning Ordinance (JCTZO), and that the proposed is consistent with the Township Master Plan. It was determined that trip generation values were below the minimum Township threshold, and that a traffic impact study would not be necessary. The Planning Commissioners also stated that the application would be subject to the same landscaping, concrete curbing and access management requirements as other uses in the 32nd Avenue/M-6 Corridor Overlay Zoning District. The applicant will also need to satisfy the content of the Township Engineer Letter dated July 1, 2025, especially regarding item #12, and the Township Planner memorandum. The Commissioners also would like the applicant to place the required landscaping on a four to five-foot tall berm along the south and east property lines, as well as to include three to four-inch caliper on the berm, six-foot tall trees along 32nd Ave. and to show internal landscaping around the units on the final site plan.

- **Site Plans**

- **Sound Off Signal site plan review application** to construct an addition for the purpose of additional manufacturing and warehouse space at 3900 Central Parkway. The 86,787 square foot addition is proposed on the north side of the existing building within the recently rezoned property that fronts on 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 32nd Avenue/M-6 Corridor Overlay Zoning District. This is Phase 2 of the expansion project. Phase 1, the south portion, was reviewed at the April 15, 2025 Planning Commission meeting. A traffic impact study was conducted due to the size of Phase 2.

Jack Baar, from Nederveld, was present to provide information regarding the application. They needed to complete the south portion (Phase 1) first as that parking would support the removal of parking on the north portion. They are requesting approval for 55 more parking spaces than the minimum required by the JCTZO. They have stormwater management approvals from the Ottawa County Water Resource Commission and approval from the Township Engineer regarding the traffic impact study. They have provided a previous payment in lieu of constructing a pathway for the existing building frontage on Central Parkway and will be constructing the pathway for the road frontage along Quincy Street and approximately 300 feet of Central Parkway at 3974 Central Parkway. They noted that the Ottawa County Road Commission is requiring the pathway along Quincy Street be one foot off the road right-of-way instead of five feet as indicated on the plan.

The Planning Commissioners reviewed the considerations in the Township Planner's memorandum. It was noted in the review of the Traffic Impact Study (TIS) by the Township Engineer, that the level of service for eastbound through traffic at Quincy St. and 32nd Ave. is projected to be lower than D, which impact may be mitigated by changing the signal timing.

A motion was made by Commissioner Tacoma, supported by Commissioner O'Dell, to approve the site plan dated 2/20/2025 as presented with the following conditions:

- Approval has been granted for 55 excess parking spaces.

- That the roadway network satisfies the findings of the TIS prior to construction of the use, since the use cannot occur without proper improvements identified by the TIS.
- That the applicant satisfy the content of the Pathway Worksheet.
- That the applicant satisfy the content of the Township Planner memorandum and the Township Engineer letter dated July 2, 2025.
- 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**

- **Chapter 19-Planned Development-Open Space** proposed revisions to include a minimum requirement for open space to add Section 19.3E to the JCTZO along with a small revision to the existing Section 19.3A.

The Planning Commissioners discussed the proposed additions and revisions to the JCTZO and directed Planner Ransford to schedule a Public Hearing for the proposed language with one change: to remove the paragraph in 19.3E that states “The Township Board, after receiving a recommendation from the Planning Commission, may approve a lesser amount of open space if it is clear that the proposed PD substantially meets the intent of the open space requirement as set forth in Section 19.3E2.”

OLD BUSINESS: None.

EXTENDED PUBLIC COMMENTS REGARDING AGENDA ITEMS ONLY: None.

CORRESPONDENCE: None. Planner Ransford informed the Commissioners that next month’s agenda likely will include the end use for the OCRC mine on Riley Street operated by Top Grade, a private school application on Jackson St., and a Waterton plat and condo applications (four new phases).

PLANNING COMMISSION MEMBER COMMENT: Commissioner O’Dell inquired about the new owner of the Taco John building.

ADJOURN: A motion was made by Commissioner Kronemeyer, supported by Commissioner O’Dell, to adjourn the meeting at 8:05 p.m. Motion carried unanimously.

Respectfully submitted by,

Maureen Carmody, Recording Secretary
Planning Commission

Minutes approved on

_____ by _____
(chair)