

JAMESTOWN CHARTER TOWNSHIP
PLANNING COMMISSION MEETING MINUTES
August 19, 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, Dave Kronemeyer, Dana O'Dell, Sherrie Miedema, and Dean Smith were present. Commissioner Tacoma was absent with notice.

ALSO PRESENT: Township Planner Greg Ransford

INVOCATION: Commissioner Miedema opened with the Invocation.

APPROVAL OF MINUTES: A motion was made by Commissioner Kronemeyer, supported by Commissioner Jeurink, to approve the minutes of the July 15, 2025 Planning Commission Meeting as written. Motion carried unanimously.

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

GENERAL COMMENTS REGARDING NON-AGENDA ITEMS:

Paul Schulte, 3802 Highbury Dr., shared some concerns regarding traffic and road conditions.

NEW BUSINESS:

- **Public Hearings**

- **Text Amendment**-proposed revisions to Section 19.3A-Density and 19.3E-Open Spaces of the Jamestown Charter Township Zoning Ordinance (JCTZO) to accommodate minimum requirements for open space within Planned Developments, as well as a proposed revision to Section 15.6J-Landscaping and Overall Site Design of the JCTZO which will eliminate its content in its entirety and be labeled "reserved for future use".

A motion was made by Commissioner Miedema, supported by Commissioner Kronemeyer, to open the Public Hearing at 7:08 p.m. Motion carried unanimously.

Beth Pitsch, 3709 Highbury Dr., asked if the proposed changes were related to the Waterton Station Development. Chairman Smith replied that the proposed changes for open space in Planned Developments will provide more specific requirements for developers, and the revision to Section 15.6J is being done on the advice of township legal counsel.

A motion was made by Commissioner O'Dell, supported by Commissioner Klooster, to close the Public Hearing at 7:09 p.m. Motion carried unanimously.

A motion was made by Commissioner Kronemeyer, supported by Commissioner Klooster, to recommend that the Jamestown Charter Township Board of Trustees adopt the proposed Zoning Text Amendment Ordinance by amending Section 19.3A-Density, by adding Section 19.3E-Open Spaces, and by amending Section 15.6J-Landscaping and Overall Site Design. Motion carried-six ayes, Commissioner Tacoma absent.

- **Waterton Station Phase Two Tentative Preliminary Plat**-seeking 21 single-family lots in the Waterton Planned Development. The site plan also seeks an amendment to the previous 2023 Planned Development approval provided by the Jamestown Charter Township Board of Trustees. Twenty-six (26) single-family lots were initially approved, and the current submission has been reduced to twenty-one (21) lots. Carole Court and Waterton Court now both connect to Waterton Drive, with the overall site layout remaining the same.

A motion was made by Commissioner Klooster, supported by Commissioner Kronemeyer, to open the Public Hearing at 7:11 p.m. Motion carried unanimously.

Rick Pulaski, from Nederveld, the engineer and planner for Waterton Station, was present to provide information regarding the applications. Phase 2 creates a connection to 24th Avenue with the extension of Waterton Drive, and a center turn lane will be constructed on 24th Avenue to allow for left turns into the site.

Keith Kniaz, 3808 Waterton Dr., asked for clarification regarding the location of Phase 2.

The Planning Commissioners discussed whether there should be signage or road striping to provide awareness regarding pedestrians crossing 24th Ave. to access the bike path on the west side of 24th

Avenue and Jamestown Community Park. Planner Ransford will reach out to the Ottawa County Road Commission (OCRC).

A motion was made by Commissioner Kronemeyer, supported by Commissioner Klooster, to close the Public Hearing at 7:18 p.m. Motion carried unanimously.

A motion was made by Commissioner Kronemeyer, supported by Commissioner Klooster, to recommend that the Jamestown Charter Township Board of Trustees approve the Tentative Preliminary Plat for Phase Two of the Waterton Station Planned Development, dated July 25, 2025, as submitted. Motion carried- six ayes, Commissioner Tacoma absent.

- **Site Plans**

- **Waterton Pointe Phase Two Condominium**-seeking 17 residential units in the Waterton Planned Development. The property is located at the northeast corner of 24th Avenue and Greenly Street, currently accessed from Waterton Drive off Greenly Street. The site plan also seeks an amendment to the previous 2023 Planned Development approval provided by the Jamestown Charter Township Board of Trustees. Twenty-One (21) units were initially approved: five (5) triplex buildings and three (3) duplex buildings. The current submission has been reduced to seventeen (17) units: One (1) triplex building, six (6) duplex buildings, and two (2) single unit buildings. The overall site layout remains the same.
- **Waterton Village Phase Two Condominium**-seeking 20 residential units in the Waterton Planned Development. The property is located at the northeast corner of 24th Avenue and Greenly Street, currently accessed from Waterton Drive off Greenly Street. The site plan also seeks an amendment to the previous 2023 Planned Development approval provided by the Jamestown Charter Township Board of Trustees. Twenty-four (24) units were initially approved, made up of 8 triplex buildings. The current submission has been reduced to twenty (20) units: six (6) triplex buildings and one (1) duplex building. Additional open space has been created behind units 34-39 and between units 33 and 34 to accommodate the proposed stream.

A motion was made by Commissioner Miedema, supported by Commissioner Kronemeyer, to approve the revised site plan for Water Pointe Phase Two Condominium, dated July 25, 2025 and the revised site plan for Waterton Village Phase Two Condominium, dated July 25, 2025 as submitted. Motion carried- six ayes, Commissioner Tacoma absent.

- **Waterton Court Site Condominium**-seeking 17 residential units in the Waterton Planned Development. The property is located at the northeast corner of 24th Avenue and Greenly Street, currently accessed from Waterton Drive off Greenly Street. The site plan also seeks an amendment to the previous 2023 Planned Development approval provided by the Jamestown Charter Township Board of Trustees. Sixteen (16) single-family residential sites were approved in 2023. Following the previous Planned Development approval, the applicant removed the existing drainage course that meanders north to south throughout the property. However, the Michigan Department of Environment, Great Lakes, and Energy required the developer to return the drainage course through the center of the project. This has created the need for the approved Waterton Court to be split into two cul-de-sacs: Waterton Court and Carole Court with open space containing the drainage course running between. This new plan contains seventeen (17) single-family site condominium sites.

A motion was made by Commissioner Kronemeyer, supported by Commissioner Miedema, to adopt the resolution for Preliminary Site Condominium approval to establish a seventeen (17) unit single-family site condominium, as shown in the site plan submission titled Waterton Court Site Preliminary Condominium, prepared by Nederveld, Incorporated, dated July 25, 2025. Motion carried-six ayes, Commissioner Tacoma absent.

- **Association for Covenantal Reformed Education**-a site plan review application from Miedema Building Systems Incorporated (the "Applicant") to construct a school of approximately 11,840 square feet at parcel number 70-18-01-100-049 for the Association for Covenantal Reformed Education. The property is located on Jackson Street, approximately 700 feet east of the southeast corner of 8th Avenue and Jackson Street, within the Agricultural Rural Residential (AR) and the Residential (R-1) Zoning districts as well as the 32nd Avenue/M-6 Corridor Overlay Zone. In addition to the new building, a playground and

parking lot containing 68 spaces has been proposed. A 10,260 cubic foot storm water management basin will be constructed to support the site. Three (3) parcels are also proposed to be split from the property along Jackson Street.

Alex Miedema, general contractor from Miedema Metal Building Systems, was present to provide information regarding the application, especially regarding the building materials and examples of other projects they have constructed. The applicant is requesting that the Planning Commissioner review and determine if the proposed building elevations meet the criteria of Section 15.7.C -Commercial, Office and Institutional, especially as the building will be a significant distance from 8th Avenue and Jackson Street and approximately thirty feet below 8th Avenue.

The Planning Commissioners reviewed the considerations listed in Planner Ransford's memorandum. They determined that the excess parking is okay. They like the look of the proposed building materials, and they consider that the proposed building elevations meet the requirements of Section 15.7.C.

A motion was made by Commissioner Kronemeyer, supported by Commissioner Miedema, to approve the site plan dated June 25, 2025 as submitted with the following conditions:

- That excess parking for a total of 68 spaces is necessary.
- That the dumpster enclosure constructed of metal panels is acceptable.
- That the architectural specification provided by the applicant meets the requirements of Section 15.7.C of the JCTZO.
- That the Ottawa County Water Resource Commissioner approve the stormwater basin.
- That the applicant satisfy the content of the Township Planner memorandum.
- That the applicant satisfy the content of the Township Engineer letter dated August 8, 2025.
- That the applicant meet the Site Plan Review Standards of Section 17.1E of the JCTZO.
- That the applicant provide the required financial surety for the related site improvements.

Motion carried-six ayes, Commissioner Tacoma absent.

OLD BUSINESS:

- **Ottawa County Road Commission (Top Grade) Mine Amendment**-seeking to excavate an additional 1.55 million cubic yards of material and increase the currently authorized lake to approximately 27.7 acres in area. The property is located at 1860 Riley Street, on the south side of Riley Street between 24th Avenue and 16th Avenue, parcel number 70-18-15-200-016. The property is located partially in the AR and R-1 Zoning Districts. The existing soil mining permit authorized the Ottawa County Road Commission (OCRC) in 2021 to excavate approximately 2,500,000 cubic yards of material and create a lake of approximately 27.7 acres of surface area. Following the completion of the excavation, the site is proposed to accommodate one building site.

Kurt DeKock, from Top Grade, was present to answer questions regarding the mine amendment. The OCRC has submitted a letter with a statement regarding the proposed end use. They are planning to discuss selling the property to adjacent landowners.

The Planning Commissioners determined that the mining plan amendment meets the soil removal ordinance requirements of the JCTZO. Commissioner Kronemeyer stated that he wants to make sure there is a buildable lot remaining once the mining is completed in 2041. DeKock stated that by ordinance they cannot dig the whole site out to create a lake. The remaining land may not be sold to one individual, however.

A motion was made by Commissioner Kronemeyer, supported by Commissioner Klooster, to recommend that the Jamestown Charter Township Board of Trustees approve the amendment to the OCRC 2021 soil mining permit as submitted. Motion carried-six ayes, Commissioner Tacoma absent.

EXTENDED PUBLIC COMMENTS REGARDING AGENA ITEMS ONLY: None.

CORRESPONDENCE: None.

PLANNING COMMISSION MEMBER COMMENT:

Commissioner O'Dell suggested discussion regarding an ordinance for wind and solar battery storage facilities. Planner Ransford stated that Tallmadge Township is currently working on an ordinance regarding battery storage, and he can provide sample language for the Planning Commission to discuss.

Commissioner Kronemeyer inquired regarding the possibility of dispensaries in the township and also if progress has been made regarding Mike Elzinga’s Special Use permit application for his diesel truck repair business . Planner Ransford stated that the township opted out of allowing dispensaries, so it cannot be done. Chairman Smith stated that the township is working on enforcement action regarding the lack of progress Elzinga has made toward obtaining a Special Use permit and non-compliance with Township ordinances, and that the township attorney has sent a letter to Mr. Elzinga.

ADJOURN: A motion was made by Commissioner O’Dell, supported by Commissioner Miedema, to adjourn the meeting at 8:06 p.m. Motion carried unanimously.

Respectfully submitted by,

Maureen Carmody, Recording Secretary
Planning Commission

Minutes approved on

_____ by _____
(chair)