

**MINUTES
PARK TOWNSHIP
PLANNING COMMISSION**

Park Township Hall
52 152nd Street
Holland, MI 49418

Regular Meeting
June 21, 2016
6:30 P.M.

DRAFT-APPROVED COPY

CALL TO ORDER:

Chair Pfof called to order the regular meeting of the Park Township Planning Commission at 6:30 P.M., held in the Township Hall at the Park Township Office.

ATTENDANCE:

Present: Jeff Pfof, Nicki Arendshorst, Eric DeBoer, Linda Dykert, Dennis Eade, Denise Nestel, Tom Vanderkolk

Staff: Ed de Vries, Zoning Administrator

APPROVAL OF AGENDA:

Pfof requested an amendment to the agenda with the addition of discussion of the Master Plan following the Election of Officers.

Vanderkolk moved, supported by DeBoer, to approve the agenda as amended.

Voice Vote:

Ayes 7, Nays 0. Motion carried.

APPROVAL OF MINUTES:

Eade moved, supported by DeBoer, to approve the minutes of the May 17, 2016 Regular Meeting as submitted.

Voice Vote:

Ayes 7, Nays 0. Motion carried.

A. Zoning Map Updates and Corrections

De Vries introduced this item pointing out that most of the corrections are administrative. In his research of previous board minutes there is no evidence of official zoning changes on the zoning map. Some parcels were misidentified as maps were updated so it is important to now approve a map that reflects what the Board minutes say it should be. The goal should be to print a map with all corrections, then have the Township Board adopt it. He noted that the map on page 3 of the report addressing the Point West area is the most accurate for the zoning of this area. Corrections will reflect more accurately the current Point West parcel.

Vanderkolk asked if future findings will change the map.

De Vries said when property is rezoned, the Board adopts a zoning ordinance and map. A review of past minutes address a zoning change, but no mention of a map. The zoning language would supercede a map. A new map and rezoning will both be adopted at the same time in the future.

He recommended one change: rezoning to R4 from C2 for the areas of Ottawa Beach Road between Lake Street and 168th Ave.

Vanderkolk suggested the zoning map reflect this change.

Pfost asked if a motion is indicated for approval of the zoning map corrections.

De Vries agreed that the Planning Commission should vote on the recommendations.

Nestel said we should correct the map colors and all the affected areas so they reflect the recommended changes. This will be the graphical representation of what is accurate at this period in time. She concurred the record should show what we want changed or corrected.

Vanderkolk moved, supported by Eade, to direct the staff to update the current zoning map for submission to the Township Board for its review and return to the Planning Commission for a public hearing and final approval.

Voice Vote:

Ayes, 7, Nays 0. Motion carried.

B. Election of Officers

Pfost said the current officers are willing to serve again for the next year.

Vanderkolk moved, and DeBoer supported, to reelect the current slate of officers:

Jeff Pfost, Chair
Denise Nestel, Vice Chair
Dennis Eade, Secretary
Dennis Eade, Liaison to Zoning Board of Appeals

Arendshorst said she would like to see a new slate of officers because, in her opinion, all members should share the wealth.

Voice Vote:

Ayes 5, Nays 2 with Arendshorst and Dykert voting against. The motion carried.

C. Master Plan Discussion

Arendshorst said there has been interest in identifying and protecting the special heritage areas. Therefore, she and Nestel discussed the development of language that could capture this for the Master Plan which has resulted in the following recommendation.

Nstel said she and Arendshorst drafted some suggested language for the Planning Commission to consider for inclusion in the Master Plan. This addresses the concern about density in the areas under the Neighborhood Heritage Preservation designation. The areas include Eagle Crest, Idlewood, Macatawa Park and Ottawa Beach. Copies were distributed to members of the Planning Commission for their review.

The new language reads as follows:

“This Master Plan does not propose or specify density limitations for the four areas identified as unique neighborhoods*. The Master Plan contemplates that further analysis of these neighborhoods may involve addressing the density of those neighborhoods more directly. Finally, when considering future development of each of these neighborhoods, the effect the proposed future development will have on the health, safety and public welfare of each neighborhood will be of paramount importance.”

***Areas include: Eagle Crest, Idlewood, Macatawa Park and Ottawa Beach**

Pfost noted Legal Counsel’s advice that the Planning Commission may introduce the new language for the Master Plan in July and official action can take place at that time. A public hearing will be held at that meeting following sufficient public notice requirements, then it will be submitted to the Township Board for review.

Arendshorst said a work session is scheduled prior to the July Planning Commission meeting. She will copy Chair Pfost on the date so he can attend that meeting.

DeBoer asked if this language can be inserted into the final draft of the Master Plan if approved.

Pfost said de Vries has access to the electronic version of the Master Plan and will assure its inclusion following final approval.

Vanderkolk asked for clarification of the specific identification of the four neighborhoods under the classification of the Neighborhood Heritage Preservation.

Nestel emphasized that the key concern is with any future development which would affect the health, safety and public welfare of these areas.

Vanderkolk stated he looked up the meaning of the word “paramount”, and suggested replacing that word with “primary.” There was consensus among the rest of the Planning Commission for this change.

Vanderkolk asked if the Township Board will consider this proposal.

Arendshorst observed that there was support if the areas were specifically referenced.

De Vries said we aren’t making these areas conform, rather it is like an overlay to make them more conforming.

Dykert said she is not objecting to this proposal but asked if there is potential for future development in these neighborhoods. She doesn’t see the point.

Nestel said Dan Martin advised if you make a rule for one then, legally, it should be for all of them whether or not we have to implement it in the future.

De Vries said there are so many nonconforming areas in the Township and the goal is to make them more conforming. The Planning Commission recognizes there are at least four specific areas that have been identified in the special category of Neighborhood Heritage Preservation. There may be more but this is a beginning in identifying these special areas.

A straw poll revealed the consensus of the Planning Commission for inclusion of the special language:

Dykert, unsure; DeBoer, aye; Arendshorst, aye; Pfof, aye; Eade, aye; Vanderkolk, aye; Nestel, aye.

Ayes, 6; Unsure 1.

D. Other Business

1. Update from the PUD Subcommittee

Pfof said the deliberations of the PUD Subcommittee is moving forward. In evaluation of nearby townships there are some differences in language with regard to determining open space and consideration for noncontiguous parcels. What is the best way to determine open area space, for example? The committee needs some guidance that a community planner would provide. The committee has agreed on certain principles to reach a sensible conclusion. The committee realizes Park Township is unique in some of its application of

ordinances. If we come up with language the Planning Commission can make a recommendation to the Township Board for its review.

The PUD suspension was initiated in March and the six month time period for the committee to review the issues will be difficult to meet. The committee may need an extension. Two candidates for the community planner position are to be interviewed in the next week. There are a lot of issues on the table and he hopes, with the new planner's input and the advice of Dan Martin, the committee can come up with a proposal for the Planning Commission's review in the near future.

Arendshorst asked if an advance draft will be ready by the July meeting of the Planning Commission.

Pfost said a draft will be shared with the Planning Commission as soon as it is prepared.

Vanderkolk, speaking as a member of the committee, said he didn't think a draft would be ready that soon.

2. Draft of the Annual Report

De Vries noted that according to Planning Commission rules the Planning Commission Secretary shall prepare an Annual Report for review and approval in June. The report submitted by deVries highlights the major considerations and action of the Planning Commission for the year April 2015 to March 2016.

DeBoer moved, and Nestel supported, to approve the Annual Report.

Voice Vote:

Ayes 7, Nays 0. Motion carried.

PUBLIC COMMENT:

None

ANNOUNCEMENTS:

The next meeting will be July 19, 2016.

Eade commented that he senses improvement in the performance of the Zoning Board of Appeals.

Arendshorst is a liaison member of the Ottawa County Fair Board and announced an upcoming free concert.

She also announced that there will be a candidate forum for the Park Township Board of Trustees on July 13. Eight candidates are running for four open seats on the Board, including Denise Nestel.

ADJOURNMENT

DeBoer moved, and Eade supported, to adjourn the meeting at 7:41 P.M.

Voice vote:

Ayes 7, Nays 0. Motion carried.

Respectfully submitted,

Judith Hemwall
Recording Secretary
June 23, 2016

Approved: July 19, 2016