

Zeeland Charter Township
Planning Commission Meeting Minutes
March 11th, 2024

The Planning Commission of Zeeland Charter Township met at 7 pm on March 11th, 2025.

Members present: Tim Miedema, Steve Nelson, Dennis Russcher, Randy Jarzembowski, Troy Nykamp, Don Steenwyk, Robert Brower, Kerri Bosma

Absent: Karen Kreuze, Steve Nelson

Also present: Twp. Manager Josh Eggleston, Zoning Adm. Lori Castello, PCI

Vice Chair Miedema called the meeting to order.

A motion was made and supported to approve the January 14th meeting minutes. Motion carried.

Citizen comment for non-agenda items

- Citizen Dan Kerkstra asked about the status of a solar energy ordinance.
The PC began work on an ordinance in 2023 and then paused when the state passed their own legislation. Now that the rights and responsibilities of townships are clear, the PC is planning to relook at the ordinance in the coming months.

New Business

1. PUBLIC HEARING - A request from Dale Kraker preliminary final approval of the proposed Prairie Winds West Site Condominium development within the Prairie Winds PUD per Sections 16.02 and other applicable provisions of the Zeeland Charter Township Zoning Ordinance for the parcel known as 70-17-15-400-055.

Applicant was represented by JTB Homes. Preliminary PUD site plan approval was received in July 2023. Applicant has worked with the appropriate entities to meet the requirements and receive approvals from Ottawa County Water Resources, Township Engineers for public utilities, EGL permits, and OCRC for road requirements on Byron Rd. Applicant is now presenting construction plans for phase 1 & 2 approval. They hope to construct the infrastructure during the spring and summer, have the road paved by fall, and begin home construction next winter.

Motion made to open the public hearing.

Neighbor Judy Heyboer raised concerns about the increased traffic on Byron Rd. The applicant has met the requirements of the OCRC, by creating a deacceleration lane and left turn lane into the subdivision off the Byron Rd. entrance.

Several neighbors from Prairie Winds had questions and concerns about the HOA's and whether they would be separate or combined.

The two subdivisions will have separate HOA's with separate amenities. The road connecting the two subdivisions will not be constructed until phase 3.

A question was raised about the ditch and water run off on Byron Rd. The applicant is meeting the Water Resources requirements and placing a large elliptical pipe under the driveway off Byron Rd. to maintain water running through the ditch. There will also be wet and dry detention ponds with the subdivision.

Motion made to close the public hearing.

The Planning Commission worked through the finding of facts for a PUD and Site Plan Review.

CHAPTER 12. PUD - PLANNED UNIT DEVELOPMENT DISTRICT

Section 12.05. Residential PUD (RPUD) Standards

- B. *“Dimensional Standards: To encourage flexibility and creativity consistent with the intent of the RPUD, the Township Board, after recommendation from the Planning Commission, shall determine appropriate Lot dimensions and Building Heights and Setbacks, subject to the following:*
1. *The overall Lot dimensions and Setbacks shall not be less than fifty percent (50%) of the Zoning District that the use(s) would be placed in without a PUD. Zero-Lot Line may be permitted on one (1) Side Lot Line provided that the remaining side Yard equals at least a total width of two (2) Required Side Yards in the district the use would be placed in without a PUD.*
 2. *The height restrictions with any use shall not be increased by more than twenty-five percent (25%).*
 3. *The minimum Lot size shall be six thousand five hundred (6,500) square feet.*

Findings: Complies. The underlying zoning for this and surrounding parcels is already R2PUD Planned Unit Development, which allows lots for single family homes to be a minimum of 6500 square feet, duplexes 10,000 square feet, and multifamily lots to have a minimum of 3630 square feet per dwelling unit.

- C. *Housing Types: Not more than thirty percent (30%) of the Dwelling Units may be two-Family or multiple Family. In no case shall any Building contain more than four (4) Dwelling Units. The remaining Dwelling Units shall be detached Single-Family Dwellings.*

Findings: Complies. 105 of the proposed dwelling units in the proposal are single-family dwellings, thirty-two (32) are villas, and twenty-three (23) are single-unit ranch condominiums. With 244 new overall units proposed, these categories comprise just 65.6% of the total proposed units. However, when including the original development, the sixty-seven (67) existing single-family homes out of 81 total units bring the new total density of single-family units to 69.9%, leaving the remaining 30% of the units to be multi-family.

- D. *Density: At the discretion of the Township Board, after recommendation from the Planning Commission, the RPUD's Density may be increased by up to ten percent (10%) if additional site amenities like paved trails throughout the development and a Mini-Park (with playground) are provided on-site by the developer.*

Findings: Complies. The density calculations included under *Site Information* on the submitted plan indicate a total PUD (new and existing) area of 114.3 acres. With 325 total units, the density amounts to 2.84 units per acre and an open space of 42.2 acres (36.9%).

- E. *Uses: The PUD may also include any Special Land Uses permitted in the R-1 and R-2 Zoning Districts. The list of allowed uses shall be established in the PUD agreement.*

Findings: Complies. No further uses besides dwellings and accessory amenities to serve them are proposed.

F. Design Standards:

1. *Dead-ends or Cul-De-Sacs Streets serving the development are discouraged. Eyebrow, court, or stub Streets are preferred (see graphics above).*
2. *Where adjoining areas are not subdivided, the arrangement of Streets within the proposed PUD shall be required to be extended to the boundary line of the project to make provision for the future projection of Streets into adjoining areas.*
3. *The Planning Commission may recommend, and Township Board require the development to provide such amenities as bus stops or bus turn-outs.*
4. *Open Space areas must adhere to the standards of Section 12.8.”*

Findings: Complies

CHAPTER 14. SITE PLAN REVIEW

Section 14.06. Review Standards

B. “Site Development Standards

1. *The uses proposed will not adversely affect the public health, safety, or welfare.*
2. *Uses, Buildings and Structures located on the site shall take into account topography, size of the property, the uses on adjoining property and the relationship and size of Buildings to the site. The site shall be developed so as not to impede the normal and orderly development or Improvement of surrounding property for uses permitted in this Ordinance.*
3. *The site plan shall provide reasonable visual and sound privacy for all Dwelling Units located within and adjacent to it. Fences, walls, barriers, and landscaping shall be used, as appropriate, to accomplish these purposes. Appropriate fencing may be required by the Planning Commission around the boundaries of the development if deemed necessary to prevent trespassing or other adverse effects on adjacent lands.*
4. *The site shall be developed to create a pleasant, rural-paced atmosphere. Site amenities like Street trees, bike racks, benches and outdoor tables may be required by the Planning Commission.*
5. *All Buildings and groups of Buildings shall be arranged so as to permit necessary emergency vehicle access as requested by the Fire Department.*
6. *Exterior lighting shall be arranged so that it is deflected away from adjacent properties and so that it does not interfere with the vision of motorists along adjacent Streets. Lighting of Buildings or Structures shall be minimized to reduce light pollution. The site shall comply with the requirements of Section 15.04.*
7. *All loading and unloading areas and outside storage areas, including areas for the storage of trash, which face or are visible from Residential Districts or Public Streets, shall be Screened in accordance with the requirements of Section 15.02.*
8. *Site plans shall conform to all applicable requirements of Township, County, State, and Federal agencies. Approval may be conditioned on the applicant receiving necessary Township, County, State, and Federal permits before final site plan approval or an occupancy permit is granted.*
9. *The general purposes and spirit of this Ordinance and the Master Plan shall be maintained.”*

Findings: Complies. In general, the above standards have been met.

Motion made by Jarzembowski, supported by Miedema to grant preliminary final approval for phase 1 & 2 of Prairie Winds West, as presented with the following conditions:

1. Plans must be signed and/or sealed by developing engineer
2. Master deed subject to approval by Township Attorney
3. Private road maintenance agreement subject to approval by Township Attorney
4. Water Resources approval letter be amended to clearly include phase 2.

Motion carried.

Board of Trustees Update – Kerri Bosma

- The Township will be adding a Document on Demand feature to the website in the next few months to allow better access to meeting materials for the public.

Citizen Comment

- Representatives from RWE Clean Energy were present to introduce themselves and offer any assistance with creating our solar energy ordinance.

Motion to adjourn at 8:36 pm

Katy Steenwyk, Recording Secretary

Randy Jarzembowski, Secretary