

b) **Change the November Planning Commission Meeting Date:**

- School Election was scheduled for November 5, which is the currently scheduled Planning Commission meeting date.
 - Election takes place in the townhall and polls are open until 8:00 pm.
 - Planning Commission meeting would need to be rescheduled.
- ***Motion to reschedule the November Planning Commission meeting to Tuesday, November 12, 2019 was made by Jeff DeWind, support by Brett Huizenga.***

Motion Carried

c) **Planning Commission Meeting Calendar:**

- A recommendation was made to add the following items to the Planning Commission's annual meeting calendar:
 - Application Submittal Deadline
 - Information Resubmittal Deadline
- A sample calendar was provided to the Commissioners
- ***Motion to update the Planning Commission Annual Meeting Calendar to include an Application Submittal Deadline and Information Resubmittal Deadline and to update the township website with the new information was made by Brett Huizenga, support by Jeff DeWind.***

Motion Carried

9. **Old Business:**

a) **Koetje Builders Zoning Text Amendment:**

- ***Motion to remove the discussion of the Zoning Text Amendment from the table was made by Jeff DeWind, support by Jason Vander Kodde.***

Motion Carried

- Commissioner Vander Kodde reviewed portions of the revisions that were made by Township Planner, Andrew Moore since the last meeting. Commissioner Vander Kodde had additional items that could be added or changed if the Planning Commission is so moved.
- Todd Stuive, from Exxel Engineering, spoke on behalf of Koetje Builders. Mr. Stuive presented examples of different per acre densities compared to the proposed project and how they compare to a parallel plan.
- Discussion was had by the commissioners.
- ***Motion to table the zoning text amendment request until the township planner can make the following revisions to the text and a study for adding an additional open space bonus to a parallel plan was made by Jason Vander Kodde, support by Jeff DeWind.***
 - 02.(b).ii (add)
 - ✓ Utility setback: 20 feet (10 feet each side)
 - ✓ Entire Perimeter setback: 50 feet
 - 04.(c) (reword)
 - ✓ The current wording pertaining to sidewalk requirements is quite ambiguous (may require and shall require). PC does not necessarily want sidewalks to always be required but would like the ability to require sidewalks as they see fit.

- Section7:
 - ✓ Change 'Grand Valley Advance' to Mlive and/or Grand Rapids Press.
- Other Additions:
 - ✓ The Planning Commission is able work alongside the Ottawa County Road Commission and suggest the location on curb cuts within the condominium project.
 - ✓ The Planning Commission is to give the final site approval, not subject to Board approval.

Motion Carried

10. Updates of Ongoing Business:

a) Tetra Property Rezone Request:

- Tabled at the August meeting
- No new information received to date
- Rezone request to remain on the table

b) Sand Mine SLU Fee Structure:

- Township Planner, Andrew Moore, spoke with Township Attorney, Jim Scales, regarding the ability to set an annual fee for operating sand mine SLU's.
 - Jim Scales said that the township could charge a flat annual operating fee to sand mines as long as the fee development is based on the true expenses incurred by the township for the annual handling of the SLU as follows:
 - ✓ The cost of an annual survey to determine the number of yards that were removed from the sand mine that year.
 - ✓ Administration Costs
 - ✓ Zoning Compliance Costs
 - Fee not to be used to make money for the township.
 - Fee to be researched and set by the township staff.

c) Township Board Meeting Update:

- Commissioners reviewed the minutes in the packet.
- Fire Chief Gernaat updated the commissioners on recent events affecting the Township Board.
 - Trustee, Phil DeLange passed away.
 - Trustee and Planning Commission Liaison, Jim Vander Veen, passed away.
 - ✓ Leaves a 3-member board, which is the absolute minimum to continue to conduct township business.
 - ✓ Replacement Trustee's need to be appointed by the remaining Board within 45 days of the date of death.
 - Failure to do so would result in the county holding a special election to be held in March, at the township's expense.
 - ✓ There are currently multiple candidates that are willing to serve the remainder of Mr. DeLange's and Mr. Vander Veen's terms.
 - The Board appointed new members to the ZBA.
 - ✓ Renew Mark Dykstra's term for 3 years

- ✓ Appoint Dave Hovingh to fill the remainder of Dave Bengston's term, following Mr. Bengston's resignation.
- ✓ Appoint Joel Hoving as the addition of another alternate to the Board.
- ✓ Currently in need of one Planning Commission member to serve as the Liaison to the ZBA. (see Kurt Gernaat if interested)

d) **Bonds – SLU Update:**

- o No new updates.

11. Planning Commissioner Comments:

a) Zoning Administrator, Kirk Scharphorn Jr, updated the commissioners on items that he was currently working on in the township:

- Recently revisited the Mike Hill residence in effort to touch base concerning the ongoing noise that he is hearing from the property of John Behrens.
 - o Kirk Jr still feels that the sound is of some type of compressor.
 - o It is not close to being in violation of the Township Noise Ordinance.
 - o Kirk Jr offered to reach out to Mr. Behrens to see if he will make a 'good neighbor' gesture and put some type of structure up to buffer the sound from Mr. Hill's property.
- Dollar General: Multiple contacts about mowing and trimming of the lawn. Will be contacting them again this week concerning the lawn.
- AJ's Pallet: Sent a letter notifying AJ of multiple SLU conditions that are currently being violated.
 - o 15-day compliance deadline given (September 18)
 - o AJ contacted Kirk Jr after receiving the letter
 - ✓ Kirk Jr meeting AJ at the site on Thursday to go over each specific violation and condition and what needs to be done.
- Multiple letters have been sent out for various violations and monies owed, currently awaiting response.

b) Commissioner Vander Kodde presented a letter to the Planning Commission that was drafted to express the commissions sympathy and gratitude to the Vander Veen Family following the death of Trustee and Commissioner Jim Vander Veen.

- All commissioners signed the letter
- Letter will be given to Jim Vander Veen's wife and family.
- Letter is attached to end of minutes.

c) Chairman Terry Huberts highlighted items that he learned during his online class that he is currently enrolled in about Zoning and Planning.

12. Correspondence:

a) None

13. Upcoming Events:

- a) Township Board Meeting: September 16, 2019
- b) Planning Commission Meeting: October 1, 2019

14. Adjournment:

- a) *With no other business to be brought before the Planning Commission, a motion was made by Jason Vander Kodde, supported by Brett Huizenga, to adjourn the meeting at 8:25 pm.*

Motion Carried

Recorded by Tina Vander Schuur
Submitted by Jason Vander Kodde
Attachments (1)

DRAFT

September 3, 2019

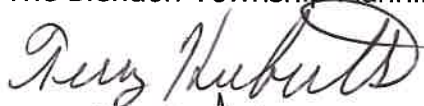
To the Jim Vander Veen Family:

On behalf of Blendon Township and the Blendon Township Planning Commission, we would like to express our deepest sympathy and sincere gratitude for Jim's 20+ years of commitment and service to our township.

Jim's wealth of knowledge, dedication and passion for Blendon Township was evident at every meeting. He was extremely instrumental in the planning and execution of many practices, policies and procedures that continue to benefit our township.


Jim's leadership and presence will be greatly missed by all.

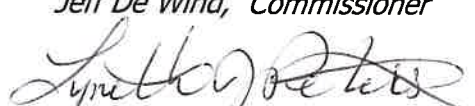
Respectfully,
The Blendon Township Planning Commission


Terry Huberts, Chairman


Jeff Van Eck, Vice Chairman


Jason Vander Kodde, Secretary


Jeff De Wind, Commissioner


Lynette Peters, Commissioner


Brett Huizenga, Commissioner