



Georgetown Charter Township

1515 Baldwin St., Jenison, MI 49428

Planning Commission Meeting Agenda

July 5, 2023, 7:00 p.m.

1. Call To Order
2. Roll Call
3. Approval Of The Agenda
4. Approval Of The Minutes Of The Previous Meeting
 - 4.I. April 19, 2023 Planning Commission Meeting Minutes

Documents:

[PCM230419.PDF](#)

5. Old Business
6. New Business
7. Communications, Letters And Reports
 - 7.I. Notice Of Amended Master Plan- Blendon Township

Documents:

[BLENDON TOWNSHIP MASTER PLAN DRAFT.PDF](#)

8. Public Comments
9. Other Business
 - 9.I. Proposal For Zoning Ordinance Amendments

Documents:

[INITIATE ZONING ORDINANCE AMENDMENTS.PDF](#)

10. Commissioner/Staff Comments
11. Adjournment

Minutes of the regular meeting of the Georgetown Township Planning Commission, held Wednesday, April 19, 2023.

Meeting called to order by Chairpman Samy at 7:30 p.m.

Present: Tom Healy, Josiah Samy, Jeannine Bolhouse, Kelly Kuiper, Jessica Ulberg

Absent: Gary Veldink

Also present: Kevin Austin, Zoning Administrator

#230419-01 – Planning Commission Agenda for April 19, 2023

Moved by Kelly Kuiper, seconded by Jessica Ulberg, to approve the agenda as submitted.

MOTION CARRIED UNANIMOUSLY.

#230419-02 – Minutes of the [March 01, 2023](#) Planning Commission Meeting

Moved by Kelly Kuiper, seconded by Jessica Ulberg, to approve the minutes as presented.

MOTION CARRIED UNANIMOUSLY.

#230419-03 – (REZ2302) (Ordinance 2023-03): Public Hearing for Ordinance Amendments to Chapter 2 and Chapter 24. The amendment to Chapter 2 will change the definition of Family Day Care Homes and Group Day Care Homes to increase the capacity of the facilities to comply with new state law requirements. The amendment to Chapter 24 will decrease the minimum lot width for lots in the Rural Residential Zoning District to 150 feet.

The Zoning Administrator presented the [Staff Report](#) as Part A for Chapter 2 and Part B for Chapter 24, but together as one ordinance.

Josiah Samy opened discussion about Part A amendment.

Jeannine Bolhouse stated that she has apprehension in the definition change which increases the capacity of the day care homes knowing that previous approvals were made by the Planning Commission after describing the capacity limits to concerned neighbors at the time. She noted that the Planning Commission has no authority to deny this amendment change as it is a state requirement and amendment to the Zoning Enabling Act.

Kelly Kuiper agreed with Jeannine's statements that given the option she would not vote to increase the capacity, however, understands that we must comply with the state.

Josiah Samy asked that the Zoning Administrator make it more clear in the staff report that this definition change is not an option for the Planning Commission and must be complied with via a mandate by the State of Michigan and the Zoning Enabling Act. He asked that the minutes communicate clearly that the Planning Commission is **NOT** in favor of this definition change which increases the approved capacity, however, they will make the change to comply with House Bill No. 5041, which went into effect June 23, 2022.

Josiah Samy asked the Planning Commission if there was any questions or discussion on Part B.

There was none.

Moved by Chairman Samy, seconded by Jeannine Bolhouse, to open public comment.

MOTION CARRIED UNANIMOUSLY.

Drew Bilin of Coopersville, represented the applicant who instigated a review of the RR lot width and stated that he appreciates the time and consideration that the Planning Commission has made to review this ordinance amendment.

Chairman closed public comment.

The Zoning Administrator presented options for a motion.

Moved by Jeannine Bolhouse, supported by Kelly Kuiper, to adopt the staff report as finding of fact and to recommend to the Township Board to approve the following resolution:

**GEORGETOWN CHARTER TOWNSHIP
OTTAWA COUNTY, MICHIGAN
(Ordinance No. 2023-03)**

At a regular meeting of the Township Board for the Charter Township of Georgetown, held at the Township Offices on _____, 2023, the following Ordinance/ordinance amendment was offered for adoption by Township Board Member _____, and was seconded by Township Board Member _____, and to adopt the staff report as finding of fact, and upon recommendation from the Planning Commission:

AN ORDINANCE TO AMEND THE GEORGETOWN CHARTER TOWNSHIP
ZONING ORDINANCE CHAPTER 2 and CHAPTER 24

THE CHARTER TOWNSHIP OF GEORGETOWN (the “Township”) ORDAINS:

Article I. The Georgetown Charter Township Zoning Ordinance, as amended, is hereby amended to revise Chapter 2 and Chapter 24 as follows:

Sec 2.25 DAY CARE HOME, FAMILY

A single family residence, occupied as such, in which care is provided for ~~more than~~ **at least one (1)** but less than **seven (7)** minor children or adults for periods of less than twenty-four (24) hours per day, unattended by a parent or legal guardian. Care for persons related by blood, marriage or adoption to a member of the family occupying the dwelling is excluded from this definition. **The capacity may be increased by one (1) in compliance with State licensing requirements.**

Sec 2.26 DAY CARE HOME, GROUP

A single family residence, occupied as such, in which care is provided for at least seven (7) but not more than twelve (12) minor children or adults for periods of less than twenty-four (24) hours per day, unattended by a parent or legal guardian. Care for persons related by blood, marriage, or adoption to a member of the family occupying the dwelling is excluded from this definition. **The capacity may be increased by two (2) in compliance with State licensing requirements.**

Chapter 24 District Regulations

RR Residential	30,000 (C)	150 (C)	20	40 (L)	20	40	50	35
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Article II. Except as specified above, the balance of the Georgetown Charter Township Zoning Ordinance, as amended, shall remain unchanged and in full force and effect.

Article III. Severability. In the event that any one or more sections, provisions, phrases, or words of this Ordinance/ordinance amendment shall be found to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity shall not affect the validity or the enforceability of the remaining sections, provisions, phrases, or other words of this Ordinance/ordinance amendment, and the balance of this Ordinance/ordinance amendment shall remain unchanged and in full force and effect.

Article IV. Effective Date. This Ordinance/ordinance amendment shall become effective upon the expiration of seven (7) days after the date that this Ordinance/ordinance amendment or a summary thereof appears in the newspaper as provided by law.

The vote in favor of this Ordinance/ordinance amendment was as follows:

YEAS:

NAYS:

ABSENT/ABSTAIN:

ORDINANCE/ORDINANCE AMENDMENT DECLARED ADOPTED.

CERTIFICATION

I hereby certify that the above is a true copy of an Ordinance/ordinance amendment adopted by the Township Board for Georgetown Charter Township at the time, date, and place specified above pursuant to the required statutory procedures.

Respectfully submitted,

By _____
Ryan Kidd
Georgetown Charter Township Clerk

Yeas: Josiah Samy, Jeanine Bolhouse, Kelly Kuiper, Tom Healy, Jessica Ulberg

Nays: None

MOTION CARRIED UNANIMOUSLY

#230419-04 - (REZ2303) (Ordinance 2023-04)

To change from Low Density Residential (LDR) to (HS) Highway Service Commercial (HS) a parcel of land described as P.P. # 70-14-27-200-045 located 1990 Port Sheldon St., Georgetown Township, Ottawa County, Michigan.

Micah Glashower presented the Rezoning Request for the applicant Joel Glashower.

The Zoning Administrator presented the [Staff Report](#).

No questions were posed to the Zoning Administrator or the applicant.

Moved by Chairperson, seconded by Kelly Kuiper to open the public comment.

No comments were made.

Chairperson closed public comment.

Kelly Kuiper stated that she does believe this request is consistent with the Master Plan and believes that consistency with the Master Plan could include consistency with current development trends. She also highlighted the portion of the Staff Report which mentioned ecological constrains to development on this parcel given the floodplain and floodway which encompasses a portion of the lot in question. She reiterated that any development upon this lot will be subject to Ottawa County Water Resource Commission permits and possibly EGLE permitting.

Moved by Jeannine Bolhouse, supported by Jessica Ulberg to adopt the staff report as finding of fact and to recommend to the Township Board to approve the following resolution:

**GEORGETOWN CHARTER TOWNSHIP
OTTAWA COUNTY, MICHIGAN
(Ordinance No. 2023-04)**

At a regular meeting of the Georgetown Charter Township Board held at the Township offices on _____, 2023, beginning at 7:00 p.m., Township Board Member _____ made a motion to adopt this Ordinance because the proposed zoning designation **is consistent** with the Master plan and the Future Land Use Map for the area; the area **is capable** of sustaining the uses within the HS district without additional public funds; the uses allowed within the HS district **are compatible** with the neighboring uses and to adopt the staff report as finding of fact, which motion was seconded by Township Board Member _____:

AN AMENDMENT TO THE GEORGETOWN CHARTER TOWNSHIP ZONING ORDINANCE, AS AMENDED, AND MAP

THE CHARTER TOWNSHIP OF GEORGETOWN (the “Township”) ORDAINS:

Article I. The map of the Georgetown Charter Township Zoning Ordinance, as amended, is hereby amended to read as follows:

(REZ2303) (Ordinance 2023-04) To change from Low Density Residential (LDR) to Highway Service Commercial (HS) a parcel of land described as P.P. # 70-14-27-200-045 located 1990 Port Sheldon St., Georgetown Township, Ottawa County, Michigan.

Article II. Except as specified above, the balance of the Georgetown Charter Township Zoning Ordinance, as amended, shall remain unchanged and in full force and effect.

Article III. Severability. In the event that any one or more sections, provisions, phrases, or words of this Ordinance/ordinance amendment shall be found to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity shall not affect the validity or the enforceability of the remaining sections, provisions, phrases, or other words of this Ordinance/ordinance amendment, and the balance of this Ordinance/ordinance amendment shall remain unchanged and in full force and effect.

Article IV. Effective Date. This Ordinance/ordinance amendment shall become effective upon the expiration of seven (7) days after the date that this Ordinance/ordinance amendment or a summary thereof appears in the newspaper as provided by law.

The vote in favor of this Ordinance/ordinance amendment was as follows:

YEAS:
NAYS:
ABSENT/ABSTAIN:

MOTION CARRIED AND ORDINANCE/ORDINANCE AMENDMENT DECLARED ADOPTED.

CERTIFICATION

I hereby certify that the above is a true copy of an Ordinance/ordinance amendment adopted by the Township Board for Georgetown Charter Township at the time, date, and place specified above pursuant to the required statutory procedures.

Respectfully submitted,

By _____
Ryan Kidd
Georgetown Charter Township Clerk

Yeas: Josiah Samy, Jeanine Bolhouse, Kelly Kuiper, Tom Healy, Jessica Ulberg

Nays: None

MOTION CARRIED UNANIMOUSLY

#230419-05 – Communications, Letters and Reports

#230419-06 – Public Comments

None were made.

#230419-07 – Other Business

#230419-08 – Adjournment – The meeting was adjourned at 8:01 p.m.

BLENDON TOWNSHIP

June 21, 2023

Georgetown Township Planning Commission
PO Box 769
Jenison, MI 49429

RE: Notice of Plan Distribution

On June 19, 2023, the Blendon Township Board approved the distribution of an amended Master Plan to neighboring communities, as required by Section 41 (3) of the Michigan Planning Enabling Act, as amended. The purpose of this letter is to advise of you the updated draft Master plan, which is available for review on the Township website:
<http://www.blendontownship-mi.gov/>

You may, but are not required to, provide comments regarding the draft Master Plan Update within 42 days of receiving this letter. Please review the draft Plan and provide us with your thoughts. Comments regarding the Plan can be sent to the Township at the following address, or via email to office@blendontownship-mi.gov.

Blendon Township Planning Commission
7161 72nd Avenue
Hudsonville, MI 49426

Thank you for your interest.

Blendon Township Planning Commission



Jason VanderKodde, Chairman

Motion:

To initiate the following Zoning Ordinance amendments to be published for a public hearing with another agenda item:

- 1. The following is proposed to eliminate the words “Except in the Agricultural Districts” because an open air business is NOT allowed in the AG district anyway.**

Sec 20.4 SITE DESIGN STANDARDS

Those uses specified in Section 20.1 as permitted by "right" or as special land uses shall be subject to the requirements of the District in which the use is located in addition to all applicable conditions, standards and regulations regarding site design and development and other standards and conditions as are cited in the following:

- z. Open air businesses.** The use of an open air business is expressly prohibited in all zoning districts except (CS) Community Service Commercial district and (HS) Highway Service Commercial district. In the CS and HS districts, the use is allowed with special land use approval with is contingent upon compliance with the following standards (revised 03-26-07):
 - Minimum lot area shall be one (1) acre.
 - Minimum lot width shall be two hundred (200) feet.
 - Except in the Agricultural Districts,** the Planning Commission may require a six (6) foot fence or wall to be constructed along the rear and/or sides of the lot to keep trash, paper, and other debris from blowing off the premises.
 - All open air businesses shall comply with all applicable Health Department regulations regarding sanitation and general health conditions.

- 2. The following is proposed to clarify that accessory uses (such as a swimming pool) is required to be a minimum of 10 feet from the main structure which has been consistently enforced for the last 30 years.**

Sec. 3.4 ACCESSORY BUILDING AND USES.

Accessory buildings and uses shall be subject to the following regulations:

- (A) Accessory buildings and uses shall not be erected in any front or required side yard, unless otherwise provided for in this ordinance.
- (B) Where the accessory building is attached to a main building, it shall be subject to and must conform to, all regulations of this Ordinance applicable to such main buildings.
- (C) No detached accessory building or use shall be located closer than ten (10) feet to any main building (except an accessory use-not accessory building- that is portable and less than 100 square feet in area such as a portable hot tub may be located closer than ten (10) feet to any main building) (revised 6/9/08), nor shall **the use or** the eave line (which could be a maximum of three (3) feet) of such building be located closer than five (5) feet to any side or rear lot line. All accessory buildings shall meet the same setback requirements from a street right-of-way line as required for the main building, provided that on a double frontage lot, an accessory building may be located within the required rear yard no closer than twenty (20) feet to the road right-of-way line.

3. **This proposal is merely clarifying the language in the ordinance to keep in line with the consistent way it has been interpreted for the last 30 years.**

Sec. 2.80 PORCH, ENCLOSED.

A covered entrance to a building or structure which is ~~totally~~ **in any way partially or totally enclosed by any means with any materials (except where attached to the building and except for a railing)**, and projects out from the main wall of said building or structure and has a separate roof or an integral roof with the principal building or structure to which it is attached.

Sec. 2.81a PORCH, OPEN.

A covered entrance to a building or structure which is **totally** unenclosed except for columns supporting the porch roof, **except for a railing and except where attached to the building**, and projects out from the main wall of said building or structure and has a separate roof or an integral roof with the principal building or structure to which it is attached.

The following ordinance sections are provided merely to clarify where these definitions are applied. No changes are proposed for these sections.

Sec. 2.14 BUILDING.

An independent structure, either temporary or permanent, **having a roof supported by columns, walls, or any other support used for the enclosure** of persons, animals, or chattels, or carrying on business activities or other uses. When any portion thereof is completely separated from every other part thereof by division of walls from the ground up, and without openings, each portion of such building shall be deemed a separate building.

Sec. 3.3 REQUIRED AREA OR SPACE.

- (A) Accessory buildings, including **enclosed porches** and garages, attached to a dwelling or to other main buildings shall be deemed a part of such buildings for the purpose of determining required setbacks.

Chapter 24 footnote (o)

Projections Into Yards. Architectural features, as defined, not including vertical projections, may extend or project into a required side yard not more than two (2) inches for each one (1) foot of width of such side yard and may extend or project into a required front yard or rear yard not more than three (3) feet. **An open porch, deck or terrace (including stairs) may project into a required front or rear yard for a distance not to exceed twelve (12) feet and shall meet the same side yard setbacks required for the principal dwelling to which it is attached.**

4. **This proposal is to correct a typographical error. At the September 9, 2019 meeting, the ordinance amendment was proposed to include ALL the commercial zoning districts and the Industrial district. The HS district was inadvertently left out.**

Sec. 3.25 TEMPORARY USES OR STRUCTURES REQUIRING ZONING ADMINISTRATOR AUTHORIZATION.

- (C) Mobile Food Vending. (revised 9/9/2019)

- (1) The Zoning Administrator, upon receiving an application, may issue a permit for the temporary use of mobile food vending in the OS, NS, CS, **HS** and I districts, including PUDs with non-residential components, with written permission of the property owner, unless on public property with approval by the Township Superintendent.
- (2) In considering a request for a temporary permit, the Zoning Administrator must determine that the operation of such a use is seasonal in nature and will not be established as a permanent use.
- (3) Each permit shall be valid for a period of not more than seventy-two (72) consecutive hours in a seven (7) day period. A maximum of 26 permits are allowed per property in a calendar year with a maximum of 3 mobile vending units per permit.
- (4) Each mobile food vending unit shall be parked in a paved parking lot, using only spaces that are not required for another use, and shall not be parked in any road right of way. There shall be sufficient paved ingress and egress. The unit shall meet all setback requirements for the principal building/use.
- (5) There shall be no outdoor storage. All rubbish and litter stemming from the mobile food vending operation shall be removed from the property after each day that the mobile food vending unit is in operation.

OR the option exists to allow mobile food vending in the residential districts as well. If that is desired, the language could be changed as follows.

- (C) Mobile Food Vending. (revised 9/9/2019)
- (1) The Zoning Administrator, upon receiving an application, may issue a permit for the temporary use of mobile food vending in **the OS, NS, CS, and I districts, including PUDs with non-residential components, any district** with written permission of the property owner, unless on public property with approval by the Township Superintendent.