

Zeeland Charter Township
Planning Commission Meeting Minutes
June 10, 2025

The Planning Commission of Zeeland Charter Township met at 7 pm on June 10th, 2025.

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

Absent: Troy Nykamp

Also present: Zoning Adm. Kirk Scharphorn Jr., PCI and Twp. Manager Josh Eggleston

Chair Kreuze called the meeting to order.

A motion was made and supported to approve the May 13th meeting minutes. Motion carried.

Citizen comment for non-agenda items

- Andrew Hall, from the Land & Liberty Coalition, was present to advocate for landowners' rights to use their land for renewable energy efforts.

New Business – None

Old Business

1. Site Plan Review – Step 2 of a Request from T Bosgraaf Homes LLC to develop a nine-unit site condominium project on parcels #70-17-21-200-045, 046, and 047 located at 7400, 7394 and 7386 Byron Rd.

Mike Bosgraaf, from Bosgraaf Homes was present to address the issues from the April 8th Planning Commission meeting.

1. Applicant should provide a letter from the Ottawa County Road Commission acknowledging the private road.
 - *Applicant is looking for clarification because the request is a bit unusual for the OCRC. The PC suggested the applicant will have to formally submit for a public road and be denied. The denial will serve as acknowledgment.*
2. The proposed street width needs to be increased to meet Ordinance requirements for Step 2 submittal.
 - *Street widths were increased in this month's submittal.*
3. The applicant should provide a landscaping plan meeting the requirements herein as part of a Step 2 submittal.
 - *Landscape plan included with this month's submittal.*
4. Sidewalks shall be required on one side of the street as part of a Step 2 submittal.
 - *Sidewalks are included on one side of the cul-de-sac in this month's submittal.*
5. Engineering, water, sewer, drain commission, road commission, electricity and natural gas acknowledgments and approvals shall be required as part of Step 2 submission.
 - *Plans have been submitted to all outside agencies and comments have been received.*

- *Applicant is currently waiting on EGLE for final approval.*
- 6. A draft Master Deed including a Private Road Maintenance agreement subject to approval by Township Attorney shall be permitted as part of Step 2 application.
 - *A boilerplate master deed was included with the submittal.*
 - *The master deed was submitted to the Township attorney for review.*

Motion made by Jarzembowski, supported by Bosma to recommend approval of the site plan as presented, subject to the following:

1. Master Deed approval by the Township Attorney
2. OCRC denying the public road
3. All outside agency approvals, as required.

Motion carried with a roll call vote. All approved. Jarzembowski – Yes, Nelson – Yes, Russcher – Yes, Brower – Yes, Kreuze – yes, Miedema – Yes, Steenwyk – Yes, Bosma – Yes.

Communications – Twp. Manager

- The Twp. Board will be holding training on development guidelines in the township, which the Planning Commission is invited to attend. Zoning Administrator, Lori Castello, is putting the training materials together.

Board of Trustees Update – Kerri Bosma

- None

Citizen Comment

Motion to adjourn at 7:35 pm

Katy Steenwyk, Recording Secretary

Randy Jarzembowski, Secretary