

WHITEHALL TOWNSHIP
7644 Durham Rd., Whitehall 49461
Planning Commission Meeting Minutes

April 10, 2024

I. Call to Order

Meeting called to order at 1801 by Sharon Sikkenga, Chairperson.

II. Pledge of Allegiance

III. Roll Call

Planning Commission Members Present: Kathy Dusseau, Connie Bonner, Amy Rusin, Sharon Sikkenga, and Tom Zmolek. Also present: Arnie Erb, Supervisor and Dean DeKryger.

IV. Agenda Approval

Motion made by Rusin and supported by Dusseau to approve agenda as written. Motion carried all in favor.

V. Approval of Minutes from March 2024

Motion by Dusseau to approve meeting minutes from March 6, 2024, as submitted and second by Bonner. Motion carried all in favor.

VI. Public Comment regarding agenda and non-agenda items - none

VII. Site plan review Riemer Eye Center

a. Proposed site plan presented by Dean DeKryger

- i. Proposed site plan for Reimer Eye Center with procedure suites. Dusseau queried building materials. DeKryger informed building will be steel frame with lighthouse aesthetic. Dumpster position violates setback, however, will be enclosed on 3 sides.
- ii. Sikkenga noted lighthouse theme and timber beams fits in with the lumbar town theme the Township recommends.
- iii. Zmolek inquired on the use of city sewer facilities and storm drain run off. DeKryger advised city sewer will be utilized and storm sewer should accommodate a 100-year storm.
- iv. Sikkenga reminded side walks will need to be installed per Article 29. DeKryger agreed this would not be an issue.

b. Public comment regarding this item only - none

c. Close of public hearing

- d. Motion by Dusseau to approve site plan for Reimer Eye Center as submitted with all other ordinances to be followed and the installation of sidewalks per Article 29, and variance for setbacks approved to accommodate dumpster enclosure, supported by Zmolek. Motion carried with a roll call vote of 5-0.

VIII. Unfinished Business

a. Master Plan Review

- i. Dusseau presented her recommendations for revising first to the commissioners.
- j. Page 1 requires updating of project staff and Township Board Members.
- k. Page 2, paragraph 2: process for revising the recreation plan should be rewritten.
- l. Page 8, section A: wastewater property is now privately owned. Zmolek suggested keeping all the history sections and revising the solar panel section.
- m. Page 12, paragraph 3: some residents now have city sewer.
- n. Page 12, paragraph 5 Soils: Whitehall Township does now have sewer utilities. Sikkenga suggested changing the line to "septic or sewer based on location."
- o. Page 13: Dusseau suggested copy of soil maps should be included.
- p. Page 14, section b: change "Oceana County" to "Muskegon County."
- q. Page 18: Dusseau queried whether all residents still have ground water. Bonner informed that businesses have municipal water utilities available and there is a possibility of expanding to residences. Zmolek suggested changing to "as of 2024 residents have ground water, however, municipal water utilities is available to businesses."
- r. Pages 20-26 require current census information.
- s. Pages 27 requires current General Fund Budget figures.
- t. Page 28, paragraph 2: Hilt's Landing is now owned by the Township and leased to the Whitehall School District. Paragraph 3: Remove tennis courts, disc golf is now established and in use, add pickle ball courts. Last paragraph: add "former" to sanitary landfill.
- u. Page 34, section C: merge parks and recreation documents and add Supplement goals.
- v. Page 35, section D: merge Supplement documents and goals.
- w. Page 36, Paragraph 1: PINS officer no longer is use, remove "continue to provide" as the Township may want to reinstate the officer.
- x. Page 41: update census data and consolidate with Supplement.
- y. Page 43: Add Supplement pages 15-17 here.
- z. Page 47, Section A: consolidate with Supplement document. Section B: Whitehall Township now owns Hilt's Landing.
- aa. Page 48, Section D: Update with current census information. Section E: consolidate with Supplement.

b. Discussion of motions and bylaws specific to Whitehall Township Planning Commission.

- i. Sikkenga reviewed Robert's Rules of Order with the Commissioners.
- ii. Sikkenga inquired if these should be incorporated into the bylaws for future Commissioners.

iii. Zmolek reminded that by doing this, the Commissioners will be held accountable to following. Rusin agreed.

IX. New Business – none

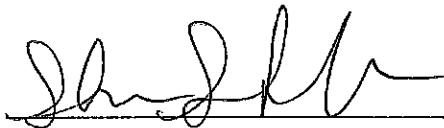
X. Correspondence – none

XI. Announcements

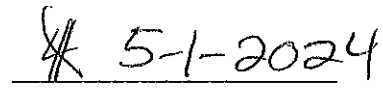
- a. Next meeting: Wednesday, May 1, 2024 – continue with hearing Master Plan Recommendations by other Commissioners.

XII. Adjournment

Motion was made by Bonner and supported by Dusseau to adjourn. Motion carried all in favor. Meeting adjourned at 1923.



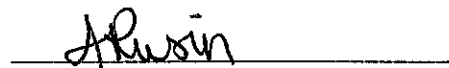
Sharon Sikkenga, Chairperson




Date

Carmen Rodriguez, Vice-chairperson

Date



Amy Rusin, Secretary



Date