

HOLLAND CHARTER TOWNSHIP PLANNING COMMISSION  
Special Meeting  
August 20, 2019

The meeting was called to order by Chairman Marion Hoeve at 5:30 p.m.

**Present:** Chairman Marion Hoeve, Vice-Chairman/Secretary Jack Vander Meulen, Members Ken Bosma, Dennis Gebben, Randy Kortering, Norm Nykamp, and Ed Zylstra. Also present were Community Development Director John Said, Assistant Community Development Director Corey Broersma, Comprehensive Plan Consultants Christopher Khorey (McKenna), Har Ye Kan (HYK Consulting), and Nick Rolinski (Main Street Studios)

**Absent:** None

**Chairman Hoeve opened the Meeting** by asking Staff and the consultant team to provide an introduction. The consultant team introduced themselves and provided a summary of the Comprehensive Plan project process and proposed calendar for the entire scope of the project.

A Planning Commission's Comprehensive Plan Subcommittee was established which includes Norm Nykamp, Dennis Gebben, and Ed Zylstra. They will meet with the consultant team and Staff on a more frequent basis, such as monthly, as the Plan process is underway. They, along with Staff will also provide regular updates to the Planning Commission concerning the project status.

Commission members then provided questions concerning the project goals and aspects of the project. They also emphasized things that were not in the project, such as zoning topics like short-term rentals and outdoor RV storage. Staff indicated this is a larger-picture project that will primarily focus on the Township's physical environment for the future.

The Commission also complimented Staff on the RFP (Request For Proposals) that had been prepared, and asked if the project would stay true to the RFP. Staff and the consultant team replied in the affirmative; the goals and themes identified in the RFP will be considerations for the project.

Brief discussion then ensued concerning the involvement of non-Township agencies, including surrounding units of government and other agencies, such as Ottawa County, the MACC, and Lakeshore Advantage. The Commission also encouraged inclusion of area employers, even if based outside the Township, and agencies such as the United Way, in order to maximize publicity of the project.

Commission members also identified some individual goals to be considered in the Plan, including:

- Clarity of the plan scope and dimensions should be easily deciphered by residents/stakeholders.
- Encouragement of infill within residential areas with empty lots.
- Encouragement of using vacant buildings and sites instead of developing along the edges.

- Consideration of utility capacity and availability.
- Review of Township financial trends and how development impacts that.
- Inquiry of the consultant to see if there's any particular Township/community that Holland Charter Township should aspire to be more like.
- Trying to develop – and maintain – a good balance between more urban, suburban, and rural development.
- How best to intersect with the local school districts.
- How to best recognize and serve the Township's older population, including their housing preferences and needs, as well as what market can be attributable to this sector.
- How to develop a community identity, such as through development of a downtown area or other signature area.
- Feasibility of planning around transit, such as more intensity around bus route stops.

**Public Comment:** Carolyn Ulstad, Transportation Planner from the Macatawa Area Coordinating Council (MACC) enjoyed the discussion and looks forward to the process.

Meeting adjourned at 6:57 p.m.

Respectfully submitted,

John D. Said, Community Development Director