

ROBINSON TOWNSHIP PLANNING COMMISSION
October 9, 2025

The special meeting of the Robinson Township Planning Commission was called to order at 7:00 PM. at the Robinson Township Hall.

Present	Absent
Shawn Martinie Bill Maschewske Phil Crum Steve Ambrose Lydia Brown Kathy Kuck Michelle Gillespie	None

Also present were contracted Planner Gregory Ransford, Zoning Administrator Andrea Goodell, and 3 members of the public. The attendance sheet is attached.

Approval of Agenda

A motion was made by Michelle Gillespie and seconded by Lydia Brown to approve the agenda of the October 9, 2025 meeting as written.
The motion carried unanimously.

Adopting of Previous Minutes

A motion was made by Lydia Brown and seconded by Shawn Martinie to approve as written the minutes of the September 11, 2025 Planning Commission meeting.
The motion carried unanimously.

The Chairperson requested if any member of the public was present for an issue that was not on the agenda. The three members of the public responded “no”.

New Business

The specific purpose of this special meeting was to review changes to the Zoning Ordinance proposed by Greg Ransford, the Township contracted Planner and Principal from Fresh Coast Planning, following the adoption by Robinson Township of a new Master Land Use Plan. The proposed changes for this meeting are in response to a General Audit of the Zoning Ordinance, focusing primarily on Chapter 3, Definitions. Also included are pending items from previous Planning meetings and Additional Considerations. The items were reviewed in the order they appear in the Memorandum dated September 28, 2025 by Gregory Ransford (copy attached).

The following is a list of the Zoning Ordinance sections reviewed and the consensus of the Planning Commission regarding accepting, revising, or rejecting each proposal. If the change is rejected, the proposed Zoning Ordinance text remains unchanged. **Action Items** are in **Bold** text.

Carryover Items from Previous Meeting(s)

1. Section 4.9(B)(6) – Accepted.
2. Section 4.2(D)(2)(c) – Accepted.
3. Section 4.2(H) – Accepted.
4. Section 9.4(A) – Accepted.
5. **Section 4.8 -- This item was not included in the Memorandum but was an action item listed in the previous minutes. It was noted the parking space width needs to be revised to 9 ft. from 9.5 ft. to be consistent with Chapter 22.**

General Audit

1. **Section 3.3** A discussion was held regarding the term “lot” vs. “parcel”. Lot is a defined term in the Zoning Ordinance, however it requires the lot either be developed or is capable of being developed. It was noted that replacing “Lot or parcel” with just “lot” may not include some properties within the Township. As such, it was suggested that Planner Ransford discuss this issue with the Township Attorney as this replacement of “lot or parcel” with just “lot” occurs in many places and may not be a change that is correct to make. A determination on this section will be put on hold along with many other sections that incorporate the same proposed change.
2. Section 3.4 – On hold.
3. **Section 3.7 – Migrant housing** – This item was discussed last month and is on the Planning Commission 2025 Zoning and Related Topics to Review and Consider list. Bill Maschewske reported receiving a call from former Township Treasurer Bonnie Hayward regarding this topic. One issue noted was that applications for Special Use were not in some cases being received for the creation of migrant housing. In reviewing the Zoning Ordinance, it was found that the application for Farm Labor Housing was to be evaluated per the Special Use criteria per Section 4.5, however, Migrant Housing or Farm Labor Housing was not listed as a Special Use but rather was a permitted use in both the A-1 and RR Zoning Districts. Therefore, no Special Use application was required. It was agreed to revise the A-1 and RR Chapters to make Farm Labor Housing a Special Use and to revise Section 4.5 to require a Special Use application.
4. Section 3.8 – On hold.
5. **Section 3.9(B)(2) – On hold.**
6. Section 3.9B(C)(17) – Acceptable.
7. Section 3.13(A) – Acceptable.
8. **Section 3.15 – Delete reference to “3 or more persons”. Reject replacement of “compensation” with “payment of money”.**
9. Section 3.19 – Acceptable.
10. Section 3.20 – Acceptable.

11. Section 3.25A – Acceptable.
12. Definition of Development – Acceptable.
13. Section 3.27 – Acceptable.
14. Section 3.30 – Acceptable.
15. Section 3.34 – Acceptable.
- 16. Section 3.37 – On hold for resolution of lot/parcel.**
17. Section 3.48 – Acceptable.
18. Section 3.48 – Acceptable.
19. Section 3.50 – Acceptable.
- 20. Section 3.55 -- Reject replacement of “compensation” with “payment of money”.**
- 21. Definition of Household Pet – Acceptable and label as Section 3.55A.**
22. Chairperson Martinie inquired if a definition of “Farm Animal” was needed. The consensus was “no”.
23. Section 3.56 – Acceptable.
- 24. Section 3.61 – On hold.**
- 25. Section 3.64 – On hold.**
- 26. Section 3.65 – Reject change. Leave existing text.**
- 27. Section 3.71 – Reject. Revert to original language.**
28. Section 3.72 – Acceptable.
- 29. Section 3.73 – On hold for resolution of lot/parcel.**
- 30. Section 3.75 – Suggest using the first sentence only and striking the remainder.**
Planner Ransford to check with the Township Attorney regarding acceptability.
31. Section 3.77.5 – Acceptable.
- 32. Section 3.80 – Change “payment of money” to “compensation”.**
- 33. Section 3.81 -- Change “payment of money” to “compensation”.**
34. Section 3.89 – Make no changes.
- 35. Section 3.91 – “Change “payment of money” to “compensation”.**
36. Section 3.92 – Acceptable.
37. Section 3.98(A) – Acceptable.
38. Section 3.89(D) – Acceptable.
- 39. Section 3.98(F) – Reject. The word “standard” is acceptable. Make no changes.**
- 40. Section 3.99 – On hold.**
41. Definition of Township Building Code – Acceptable.
- 42. Section 3.111 – On hold.**
- 43. Section 3.112 – Not in memorandum but revised text provided. On hold.**

Additional Considerations and Notation

- 1. Workable Renewable Energy Ordinance – Planner Ransford recommends the Township create a “workable” Renewable Energy Ordinance. He also recommends not specifying nameplate charging capacity to determine the scale of the project. Planner Ransford will investigate and report at a future meeting.**
- 2. Delete section numbers for Definitions – The Planning Commission rejects this proposal.**

- 3. Planned Unit Developments in Agricultural District – The question, from the Planning Commission 2025 Zoning and Related Topics to Review and Consider list, was actually if Residential PUD developments should be permitted in the Agricultural District. The consensus was to not allow Residential PUD developments in the Agricultural Zoning District. Planner Ransford is to provide revised text for review to reflect this.**

The next regular meeting was scheduled for October 28, 2025 and the next special meeting for November 13, 2025.

Old Business – None

Pay Bills

A motion was made by Michelle Gillespie and seconded by Lydia Brown to pay salaries for the October 9, 2025 Planning Commission meeting (all members present).
The motion carried unanimously.

Adjournment

A motion was made by Lydia Brown and seconded by Michelle Gillespie to adjourn the Planning Commission meeting at 9:03 PM.
The motion carried unanimously.

Respectfully submitted,

Bill Maschewske, Secretary
Robinson Township Planning Commission

Attachments:

Attendance Sheet for October 9, 2025 Planning Commission meeting.

Memorandum dated September 28, 2025 from contracted Township Planner Gregory Ransford Regarding Zoning Ordinance Rewrite – General Audit.



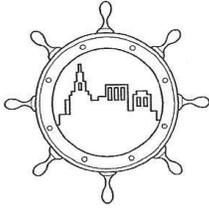
SIGN IN SHEET
Special Meeting of the
Planning Commission
Thursday, October 9, 2025 - 7:00 pm

PRINT NAME

SIGNATURE

Allison Church

Ashley Martini



Fresh Coast Planning

119 1/2 Washington Avenue, Studio B
Grand Haven, MI 49417
www.freshcoastplanning.com

Gregory L. Ransford, MPA
616-638-1240
greg@freshcoastplanning.com

Kevin Yeomans
616-349-0223
kevin@freshcoastplanning.com

Alexis Gulker
616-773-4638
alexis@freshcoastplanning.com

Aaron Bigelow
616-919-2370
aaron@freshcoastplanning.com

Andrea Goodell
616-313-9333
andrea@freshcoastplanning.com

MEMORANDUM

To: Robinson Township Planning Commission
From: Gregory L. Ransford, MPA
Date: September 28, 2025
Re: Zoning Ordinance Rewrite – General Audit

Pursuant to your continued direction regarding the Robinson Township Zoning Ordinance (RTZO) Rewrite project, below are the revisions from your September 11, 2025 meeting. In addition, further below are our recommendations related to the general audit. Coupled with those suggested revisions, we raise several items for your review and direction.

Previous Direction

Prior to outlining our next set of general audit recommendations, below we summarize your most recent direction from the previous meeting.

As you will recall, you directed us to perform the following:

- Section 4.9B(B)(6) – update the private road language with three (3) inches of pavement similar to that of Section 20.16(H) *(See page identifier Chapter 4 – Page 9 of the attached)*
- Section 4.2(D)(2)(c) – remove the first proposed sentence, return the last sentence, and change “may” to “shall” *(See page identifier Chapter 4 – Page 2 of the attached)*
- Section 4.2(H) – Strike “principal and accessory buildings” and reference Section 30.2 *(See page identifier Chapter 4 – Page 3 of the attached)*
- Section 9.4(A) – update the ordinance placeholder with the correct ordinance number *(See page identifier Chapter 9 – Page 3 of the attached)*

We believe the attached accomplishes your direction.

General Audit

As you will also recall, we discussed reengaging our review of Chapter 3 – Definitions of the RTZO to ensure that every definition was accounted for during the process. We conducted that review and provide the following general audit recommendations further below. As noted previously, we intend to return to each of the RTZO chapters as we work through our collection of audit notes provided by the Township Zoning Administrator, the Planning Commission, and others throughout this process. Until then, below are our recommended revisions and observations for your consideration with this audit review.

- Section 3.3 – similar to last month, we propose deleting the reference to “parcel” given that the RTZO defines “lot” but not “parcel.” *(See page identifier Chapter 3 – Page 2 of the attached)*
- Section 3.4 – identical to the above, we propose deleting the reference to “parcel” given that the RTZO defines “lot” but not “parcel.” *(See page identifier Chapter 3 – Page 2 of the attached)*
- Section 3.7 – we believe this revision is self-explanatory. *(See page identifier Chapter 3 – Page 2 and Page 3 of the attached)*

- Section 3.8 – similar to the revision of “parcel” to “lot,” we recommend revising “property” to “lot.” *(See page identifier Chapter 3 – Page 3 of the attached)*
- Section 3.9B(B)(2) – we propose revising “parcel” to “lot” for the reason previously noted. *(See page identifier Chapter 3 – Page 3 of the attached)*
- Section 3.9B(C)(17) – we believe the revision is self-explanatory. *(See page identifier Chapter 3 – Page 4 of the attached)*
- Section 3.13A – while “sleeping unit” or similar “sleeping” language regarding hotels or motels remain in the current and draft text of the RTZO, we recommend revising “sleeping room” to “bedroom” in this definition since the RTZO defines a “bedroom.” The additional revisions within this section were previously provided to you. *(See page identifier Chapter 3 – Page 5 of the attached)*
- Section 3.15 – we propose revising “compensation” to “payment of money” so that the phrase is consistent with the definition of Restaurant (Section 3.94) and the definition of Roadhouse, Supper Club, Bar or Nightclub (Section 3.96), which use “payment of money.” *(See page identifier Chapter 3 – Page 5 of the attached and see page identifier Chapter 3 – Page 19 of the attached for the Section 3.94 and Section 3.96 references)*
- Section 3.19 – we propose striking “Zoning” to provide consistency with similar language within the RTZO. *(See page identifier Chapter 3 – Page 6 of the attached)*
- Section 3.20 – we believe the revisions are self-explanatory. *(See page identifier Chapter 3 – Page 6 of the attached)*
- Section 3.25A – we believe the revisions are self-explanatory. *(See page identifier Chapter 3 – Page 7 of the attached)*
- Definition of Development – we struck “Township” prior to “Planning Commission” because of the defined term of “Planning Commission” in Section 3.1(N) – Rules Applying to the Text of the RTZO. *(See page identifier Chapter 3 – Page 7 of the attached and see page identifier Chapter 3 – Page 1 of the attached for the Section 3.1(N) reference)*
- Section 3.27 – we believe the revisions are self-explanatory. *(See page identifier Chapter 3 – Page 8 of the attached)*
- Section 3.30 – we propose striking “Zoning” to provide consistency with similar language within the RTZO. *(See page identifier Chapter 3 – Page 8 of the attached)*
- Section 3.34 – similar to Section 3.13A above, it is unique to use the phrase “sleeping quarters” when the RTZO defines a “bedroom” and it is clear that a bedroom is part of a dwelling. As a result, we recommend striking “sleeping quarters” and replacing the phrase with “bedrooms.” In addition, we recommend including “one (1) or more” to identify the kitchen facilities, bathroom facilities, and bedrooms to prevent the definition of “dwelling unit” from only including the aforementioned in the plural. *(See page identifier Chapter 3 – Page 8 of the attached)*
- Section 3.37 – similar to the revision of “parcel” to “lot,” we recommend revising “land” to “lot.” *(See page identifier Chapter 3 – Page 9 of the attached)*
- Section 3.48 – we believe the revisions are self-explanatory. *(See page identifier Chapter 3 – Page 11 of the attached)*
- Section 3.50 – we believe the revisions are self-explanatory. *(See page identifier Chapter 3 – Page 11 of the attached)*
- Section 3.55 – similar to Section 3.15, we propose revising “compensation” to “payment of money” so that the phrase is consistent with the definition of Restaurant (Section 3.94) and the definition of Roadhouse, Supper Club, Bar or Nightclub (Section 3.96), which use “payment of money.” *(See page identifier Chapter 3 – Page 12 of the attached and see page identifier Chapter 3 – Page 19 of the attached for the Section 3.94 and Section 3.96 references)*
- Definition of Household Pet – we recommend the addition of this definition since Section 3.9B – Exotic Animals reference Household Pets to describe animals that are exotic. *(See page identifier Chapter 3 –*

Page 12 of the attached and see page identifier Chapter 3 – Page 3 of the attached for the Section 3.9B reference)

- o While Section 3.9B also references “farm animals” to describe animals that are exotic, we do not anticipate that a definition of “farm animals” is necessary. Nonetheless, we wanted to raise this for your consideration.
- Section 3.56 – we believe the revisions are self-explanatory. *(See page identifier Chapter 3 – Page 12 of the attached)*
- Section 3.61 – we recommend striking “or parcel of land” since the definition of “lot” contains “A parcel of land...” at its beginning. *(See page identifier Chapter 3 – Page 13 of the attached)*
- Section 3.64 – similar to Section 3.61 above, we recommend striking “or parcel of land” since the definition of “lot” contains “A parcel of land...” at its beginning. We believe the second revision therein is self-explanatory. *(See page identifier Chapter 3 – Page 13 of the attached)*
- Section 3.65 – currently, this definition only identifies corner lots as lots along public road intersections. We anticipate the Planning Commission desires to treat any lot on a corner of intersecting streets or private roads as a corner lot. Given this, the proposed revisions are drafted to achieve that end. *(See page identifier Chapter 3 – Page 13 and Page 14 of the attached)*
- Section 3.71 – similar to Section 3.65 above, we recommend including private roads within this definition. *(See page identifier Chapter 3 – Page 14 of the attached)*
- Section 3.72 – to maintain consistency with the definition of “Lot Depth,” we included the term “measured.” *(See page identifier Chapter 3 – Page 14 of the attached)*
- Section 3.73 – we propose revising “parcels” to “lots” for the reason previously noted. These are the only changes since the previous review of this definition. *(See page identifier Chapter 3 – Page 14 of the attached)*
- Section 3.75 – we believe the revisions are self-explanatory. *(See page identifier Chapter 3 – Page 15 of the attached)*
- Section 3.77.5 – we believe the revisions are self-explanatory. *(See page identifier Chapter 3 – Page 16 of the attached)*
- Section 3.80 – we propose revising “charge” to “payment of money” for two reasons; 1 – while “charge” is reasonably interpreted to mean some type of payment, we are concerned with a different interpretation occurring and, 2 – so that the phrase is consistent with the definition of Restaurant (Section 3.94) and the definition of Roadhouse, Supper Club, Bar or Nightclub (Section 3.96), which use “payment of money.” *(See page identifier Chapter 3 – Page 16 of the attached and see page identifier Chapter 3 – Page 19 of the attached for the Section 3.94 and Section 3.96 references)*
- Section 3.81 – similar to Section 3.15, we propose revising “compensation” to “payment of money” so that the phrase is consistent with the definition of Restaurant (Section 3.94) and the definition of Roadhouse, Supper Club, Bar or Nightclub (Section 3.96), which use “payment of money.” *(See page identifier Chapter 3 – Page 16 and Page 17 of the attached and see page identifier Chapter 3 – Page 19 of the attached for the Section 3.94 and Section 3.96 references)*
- Section 3.89 – while we have not proposed any revisions to this definition, we contemplate why the definition references “either above or below grade” when it seems that a pond could not contain water above grade. While the RTZO defines “grade,” the definition is limited to its relationship to buildings. *(See page identifier Chapter 3 – Page 18 of the attached)*
- Section 3.91 – similar to Section 3.80 above, we propose revising “charge” to “payment of money.” *(See page identifier Chapter 3 – Page 18 and Page 19 of the attached and see page identifier Chapter 3 – Page 19 of the attached for the Section 3.94 and Section 3.96 references)*
- Section 3.92 – we believe the revisions are self-explanatory. *(See page identifier Chapter 3 – Page 19 of the attached)*

- Section 3.98(A) – while we do not propose changing the intent of the definition, we recommend the revisions therein because the provision regarding operation appears to point to the sign rather than the entities noted within the definition. We believe our proposed revision points the intent to the correct terms (not the sign). *(See page identifier Chapter 3 – Page 20 of the attached)*
- Section 3.98(D) – we believe the revisions are self-explanatory. *(See page identifier Chapter 3 – Page 20 of the attached)*
- Section 3.98(F) – while we have not proposed any revisions to this definition, we contemplate the use of the word “standard” therein. *(See page identifier Chapter 3 – Page 21 of the attached)*
- Section 3.99 – similar to Section 3.61 above, we recommend striking “parcel of land” and replacing the phrase with the word “lot” since the definition of “lot” contains “A parcel of land...” at its beginning. *(See page identifier Chapter 3 – Page 22 of the attached)*
- Definition of Township Building Code – we recommend including this definition because the RTZO references “Township Building Code” in several locations. *(See page identifier Chapter 3 – Page 24 of the attached)*
- Section 3.111 – similar to Section 3.61 above, we recommend striking “or parcel of land” since the definition of “lot” contains “A parcel of land...” at its beginning. *(See page identifier Chapter 3 – Page 25 of the attached)*

Additional Considerations and Notation

- Has the Planning Commission considered a “workable ordinance” for solar, wind energy, and battery energy storage?
 - Regardless, we recommend that the Planning Commission consider eliminating nameplate capacity numbers for wind energy language within the RTZO given advancements in technologies to produce the same or greater energy output. The nameplate capacity limitation was typically intended to control the size or mass of the facility but as the technology advances, we anticipate that size or mass could potentially become smaller and achieve the same or greater energy production. Given this, controlling the facility based on the nameplate capacity may not accomplish the intent and could result in an unintended outcome.
- We understand that the Planning Commission desires to remove all section numbers from the list of definitions. We will do so at the time of the final draft for your review.
- Planned Unit Developments – the Planning Commission raised the question of whether Planned Unit Developments are allowed within the Agricultural Zoning District and if so, whether they should continue to be allowed in said district. According to Section 20.3 – Procedures of the RTZO, “any lot or parcel of land or portion thereof is eligible for Planned Unit Development Zoning District rezoning, provided it meets the minimum size specified.”

The proposed set of Zoning Ordinance Rewrite recommendations has been scheduled for your October 9, 2025 meeting. If you have any questions, please let me know.

GLR
Planner

Attachments