

ROBINSON TOWNSHIP PLANNING COMMISSION
September 22, 2026

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

Present

Shawn Martinie
Bill Maschewske
Phil Crum
Kathy Kuck
Lydia Brown
Michelle Gillespie

Absent

Steve Ambrose

Also present were Township Attorney Ron Bultje, Zoning Administrator Luke Petsch, and eight members of the public. The attendance sheet is attached.

Approval of Agenda

A motion was made by Lydia Brown and seconded by Michelle Gillespie to approve the agenda of the September 22, 2026 meeting as written.

The motion carried unanimously with one member absent.

Adopting of Previous Minutes

A motion was made by Michelle Gillespie and seconded by Shawn Martinie to approve as written the minutes of the September 10, 2026 Planning Commission meeting.

The motion carried unanimously with one member absent.

Non-Commission Member Inquiries and Questions

Chris Markatos questioned whether he was able to build a rustic campground on the slightly less than seven acres he has adjacent to Riverside Park. It is currently zoned R-1 and E-1.

Chairperson Martinie recommended Mr. Markatos review his inquiry with the Zoning Administrator.

Reports and Communications -- None

Announcements

Kathy Kuck notified all about the upcoming Ottawa County Water Quality Forum scheduled for October.

New Business

Dykstra Realty Rezoning Application

As scheduled, the public hearing was held for the Dykstra Emerald Lake Rezoning Application to rezone additional property on the East end of their existing mining operation from A-1 to M-1

Chairperson Martinie declared the public hearing open at 7:09 PM. and reviewed the rules of procedure for the hearing.

As requested by Chairperson Martinie, Jon Male of Exxel Engineering and representing Dykstra Realty, gave a very brief presentation. Mr. Male explained the applicant wished to mine the additional property they acquired after receiving their initial Earth Change Permit. To do so, they are required to rezone the property M-1 Mining District.

Chairperson Martinie asked and there were no comments or questions from the Planning Commission or the public.

A motion was made by Shawn Martinie and seconded by Kathy Kuck to close the public hearing at 7:17 PM.

The motion carried unanimously with one member absent.

A discussion followed and the consensus of the Planning Commission agreed to accept the Memorandum from Zoning Administrator Luke Petsch dated September 3, 2026 regarding the Dykstra Realty LLC Petition to Amend the Zoning Map (copy attached) as the findings of the Planning Commission on the rezoning request.

Bill Maschewske – Noted there was an error on page 3 of the above memorandum of the Zoning Administrator in that the reference to “clustered” residential should be “non-clustered” residential. The Planning Commission agreed.

A motion was made by Shawn Martinie and seconded by Michelle Gillespie to recommend to the Township Board approval of the Dykstra Realty, LLC request to rezone parcel no. 70-08-34-300-030 from A-1 to M-1 for the purpose of expanding an existing adjacent mining operation. The Planning Commission accepts the findings of the Zoning Administrator in his memorandum dated September 3, 2026 (copy attached) in making the recommendation with the correction of replacing the word “clustered” with “non-clustered” on page 3.

A roll call vote was taken

Phil Crum – Yes

Michelle Gillespie – Yes

Lydia Brown – Yes

Bill Maschewske – Yes

Shawn Martinie – Yes

Kathy Kuck – Yes

The motion carried unanimously with one member absent.

VandenBosch Preliminary Sketch Plan Review

At 7:20 PM., the Preliminary Sketch Plan from Kyle and Cody VandenBosch for the construction of two multi-purpose commercial buildings on parcel no. 70-08-26-200-018 was discussed and reviewed.

A brief presentation was made by Cody VandenBosch stating that two multi-purpose commercial buildings are proposed to be constructed. Each building would contain 5 individual units. One unit would be retained for his own use and the remainder would be sold as condominiums for various storage or commercial uses.

Chairperson Martinie asked the following questions.

1. Did you plan on any buffering to the South of the buildings?

Chris Gilbert of Holland Engineering and representing Mr. VandenBosch – They will try to leave existing trees, however, they need to construct a drainage ditch in that location.

2. Will a sign be included on the Site Plan?

Chris Gilbert – Sheet C-101 of the Site Plan shows a 100 square foot sign, however, he is not sure they really want a sign.

3. With the businesses to be located in the multi-purpose buildings unknown, will they be compliant with the Zoning Ordinance and have adequate parking?

Township Attorney Bultje – Any use locating on the site will have to meet the requirements of the Zoning Ordinance, including compliant parking assigned to each use. Otherwise, the use cannot exist..

Bill Maschewske – Noted the parking requirement category selected by the applicant is an industrial and not a commercial use.

Kathy Kuck – Noted that uses may change.

Bill Maschewske – Will parking spaces be allocated per unit.

Cody VandenBosch – Maybe, he does not know yet.

Township Attorney Bultje – Any use that goes in will need to have the required number of parking spaces.

Bill Maschewske – Noted that the Memorandum from the Zoning Administrator referenced a pathway proposed by the applicants in the Site Plan and he did not find it.

Chris Gilbert – It is shown on Sheet C-101 of the Site Plan.

Chairperson Martinie – Stated that per the Township Attorney, sidewalks were required as the Planning Commission had no authority to waive the requirement.

Zoning Administrator Petsch – Noted that his employer, Fresh Coast Planning, has had experience with MDOT in regard to sidewalks in the MDOT ROW and they do not want them there.

Zoning Administrator Petsch and Bill Maschewske – Noted this was not a good case for the Zoning Board of Appeals as it would likely be denied.

Bill Maschewske – Noted several areas of Section 4.34, Lighting, that did not appear to be met with the Site Plan.

1. Section 4.34(C) --The Zoning Ordinance does not allow the parking lot to be lit by fixtures on the building.
2. It is believed that the Commercial Building Codes require a light by every entrance.
3. The parking lot does not meet the minimum 0.5 foot- candles of illumination in all areas.
4. Sheet C-201 of the Site Plan states excess soil will be removed from the site. Reference Section 4.41 of the Zoning Ordinance which requires a permit. If over 600 cubic yards, an Earth Change Permit would be required.
5. The proposed ingress/egress does not meet MDOT criteria.

There were no more comments or questions.

A motion was made by Michelle Gillespie and seconded by Shawn Martinie to approve the Preliminary Sketch Plan from Kyle and Cody VandenBosch on parcel no. 70-08-26-200-018 to construct two multi-use commercial buildings with no living quarters. The material submitted was only reviewed as a Preliminary Sketch Plan. The following issues with the Zoning Ordinance were noted.

1. Section 4.56 Bicycle and Pedestrian Pathways and Section 31.8(B) Connectivity.
2. Section 4.34 Outdoor Lighting.
3. Chapter 22 Parking.
4. The ingress/egress point to 104th Ave. does not meet MDOT requirements.
5. Soil removal per Sheet C-201 of the Site Plan indicates the removal of excess soil and requires a Township Soil Removal Permit.

The motion carried unanimously with one member absent.

Church Zoning Text Amendment Application

In response to the submission and following review of the Zoning Text Amendment application, the Planning Commission reviewed Draft 3 of proposed text prepared by the Zoning Administrator and the Township Attorney. The request is to add Agritourism and Wedding and Event Centers to the A-1 Zoning District. Reference the Memorandum from Zoning Administrator Luke Petsch dated September 9, 2026 regarding Allison Church (Evermore) Zoning Text Amendment Application – Third Revised Draft (copy attached).

Chairperson Martinie requested comments on Draft 3.

Bill Maschewske – Had the following comments,

1. Section 3.7(A) – Delete “outdoor entertainment activities”. The Planning Commission agreed.
2. Section 6.3(F) – Delete “CENTERS” from the heading. The Planning Commission agreed.
3. Section 6.3(F)(2) – Revise to “Not more than 25% of the lot area should be used for Agricultural Special Events”. The Planning Commission agreed.
4. Section 6.3(F)(3) – Strike “parking structure”. The Township Attorney recommended replacing with “parking area”. The Planning Commission agreed.
5. Section 6.3(F)(6) – Make the word “event” plural. The Planning Commission agreed.
6. Section 6.3(F)(9) – Delete “Per twenty-five (25) acres of lot area.” The Planning Commission accepted.
7. Presented Crockery Township Zoning Ordinance excerpt regarding “Barn Venues” for review of criteria to possibly be added to Draft 3.

Robert Buist – He is concerned about not allowing new buildings for wedding venues and with limiting attendance to 100 persons.

Allison Church – Questioned what is “existing” and how long does the building have to be there to qualify?

Bill Maschewske – Likes the stated intent of “Barn Venues” in the Crockery Township Zoning Ordinance, in which the first sentence states “The purpose of this section is to allow for adaptation of farm buildings to enhance and financially support existing farm operations ...”

Chairperson Martinie – Noted that Allison Church made a good case for tented weddings. He feels we should proceed to the public hearing on this subject.

Michelle Gillespie – She likes the existing building concept with a waiver process.

Chairperson Martinie – Question of applicant – Can't the existing building be modified for your use?

Allison Church – The cost of remodeling the existing buildings exceed the cost of the greenhouse they are proposing. They cannot make the existing building usable.

Chairperson Martinie – Likes the idea of using an existing building with a waiver process similar to Crockery Township.

Allison Church – Stated they do not plan on having weddings during the winter. They would anticipate weddings from May through October each year and use the greenhouse to grow plants for the farm in the winter.

Zoning Administrator Petsch is to rewrite Draft 3 of the proposed Zoning Text for a public hearing next month. The following criteria from the Crockery Township Ordinance were reviewed to give the Zoning Administrator guidance for Draft 4.

1. Existing Building

A. Must be an existing farm and existing farm buildings. There cannot be an event center on vacant land.

B. There must be documentation of the property being a working farm for more than 5 years.

C. If a new building is constructed, it must be a barn-like structure.

2. Responsible Party – Add similar wording from Crockery Township Ordinance --it must be owner operated, and not leased to another individual to operate.

3. Toilet and Lavatory Facilities -- Add text from Crockery Township Ordinance.

4. Temporary Structures – Add text from Crockery Township Ordinance.

Chris Markatos – Does property need to be zoned A-1 to qualify for a Special Agricultural Event?

Township Attorney Bultje – It is intended for any farm regardless of zoning.

A motion was made by Shawn Martinie and seconded by Kathy Kuck to schedule a public hearing for October 27, 2026 for a Zoning Text Amendment to add Agricultural Special Events as a special use.

The motion carried unanimously with one member absent.

Pay Bills

A motion was made by Michelle Gillespie and seconded by Kathy Kuck to pay salaries for the September 22, 2026 Planning Commission meeting (six members present, one member absent). The motion carried unanimously with one member absent.

Any and All Other Business That May Come Before the Board – None

Adjournment

A motion was made by Phil Crum and seconded by Lydia Brown to adjourn the Planning Commission meeting at 9:25 PM.
The motion carried unanimously with one member absent.

Respectfully submitted,

Bill Maschewske, Secretary
Robinson Township Planning Commission

Attachments:

- Attendance Sheet for the September 22, 2026 Planning Commission Meeting
- Memorandum from Zoning Administrator Luke Petsch dated September 3, 2026 Regarding Dykstra Realty, LLC Petition to Amend the Zoning Map.
- Memorandum and draft Zoning Amendment Text from Contracted Planner Gregory Ransford dated September 9, 2026 regarding Allison Church (Evermore) Zoning Text Amendment Application – Third Revised Draft
- Memorandum from Zoning Administrator Luke Petsch dated September 9, 2026 Regarding 104th and Lake Michigan Drive – Preliminary Site Plan.



SIGN IN SHEET
Regular Meeting of the
Planning Commission

Tuesday, September 22, 2026 - 7:00 pm

PRINT NAME

SIGNATURE

Cody Vanden Bosch

[Signature]

Miguel Ochoa

Allison Church

[Signature]

Alex Drew

[Signature]

Chris Markgraf

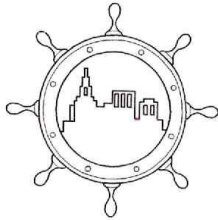
[Signature]

Robert Butst

[Signature]

Chris Gilbert

[Signature]



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MEMORANDUM

To: Robinson Township Planning Commission
From: Luke Petsch
Date: September 3, 2026
Re: Dykstra Realty, LLC Petition to Amend the Zoning Map

Attached is a Petition to Amend the Zoning Map from Dykstra Realty, LLC to rezone their property located on 120th Avenue, parcel number 70-08-34-300-030 from the Agricultural (A-1) Zoning District to the Mining (M-1) Zoning District. Below we provide our summary of the application as well as an overview of its relationship to the Robinson Township Master Plan (RTMP) and the Robinson Township Zoning Ordinance (RTZO) to assist with your review.

The application has been reviewed and found complete. Based on the aforementioned, we believe a recommendation of adoption of the rezoning is appropriate.

Application & Property Details

The property is approximately 116.63 acres in area and the Western approximately two-thirds of the parcel have been zoned M-1 and mined for over 30 years. The applicant is proposing to rezone the eastern third of the property to M-1 and expand their ongoing mining operation. The Eastern portion of the property to be evaluated for rezoning is zoned A-1. In the aerial photo below, taken in 2024, the land appears to be cultivated for agricultural use in the Southeastern portion and wooded the Northeastern portion. The owner intends to extend mining operations into this area, with the identified end goal of constructing a residential PUD development previously shared with the Planning Commission

Below is an aerial photo of the entire property, outlined in yellow.



As you know and we outline below within the Zoning Ordinance Considerations portion of this memorandum, the Planning Commission must consider all the possible uses available to a parcel. However, rezoning to M-1 is intended to serve as a transitional zoning district for a single purpose, to facilitate mining operations which is in line with the applicant's stated intent. The portion of the property that is not being considered for rezoning has been an active mining site for 30 years.

Three Cs of Rezoning

As you know, we utilize “the three Cs” of rezoning when reviewing a rezoning request. They include:

1. Consistency – whether the request is consistent with the provisions of the Master Plan.
2. Compatibility – whether the request will be compatible with existing zoning districts as well as existing and future uses in those zoning districts.
3. Capability – whether the property subject to the request is capable of supporting the uses permitted by the requested zoning district and whether it is capable of being adequately served by the related transportation network and other governmental agencies.

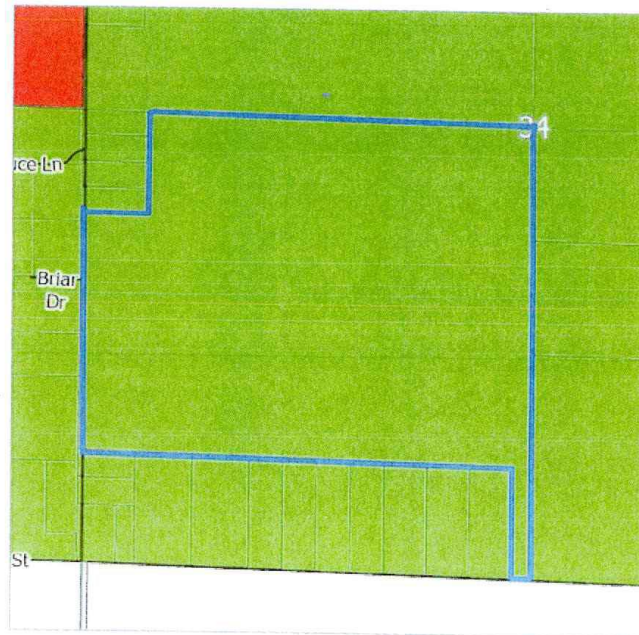
It is important to keep these in mind as you review the application and our RTMP and RTZO summaries below.

Master Plan Considerations

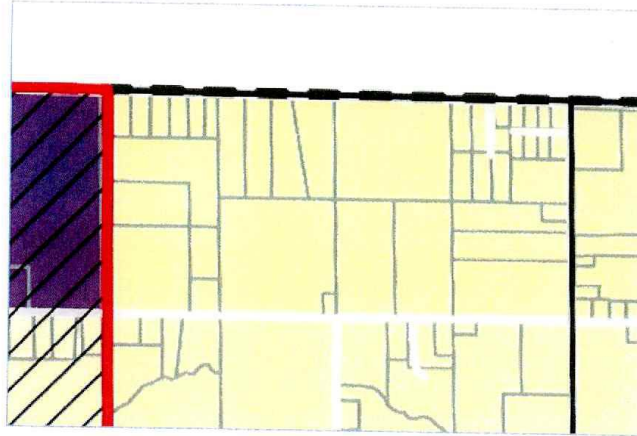
Master Plan Map

The Robinson Township Master Plan (RTMP) and its Map, adopted on June 12, 2024, provides for the subject property within the Agricultural Classification, which is consistent with the current A-1 Zoning District. Even though the requested M-1 Zoning District is contrary to the RTMP Map, said District serves as a transitional zoning that is intended to exist temporarily in any district and therefore may be consistent with the Robinson Township Master Plan map. Given this, further below we provide relevant provisions from the Mining Classification. As the applicant has appeared before the Planning Commission before to discuss an end use as a Planned Unit Development, in addition to details on the mining classification, details on the Planned Unit Development District has been included for your convenience. Where appropriate, we provide our comments in italics.

Also, for your convenience, below is a snapshot of the Master Plan Map for the subject parcel and surrounding properties. (Green = Agricultural, Red = Agricultural/Open Space, White = Olive Township Rural Residential)



Also, for your convenience, below is a snapshot of the Olive Township Future Use Map where it abuts the subject parcel. (Yellow = Country Residential, Purple = Institutional, Red Outline with Black Diagonal lines = Solar Energy Overlay, White = Robinson Township)



Master Plan

The RTMP and its Map, adopted on June 12, 2024, provides details on uses to guide the growth of the Township for years to come. Below we provide portions of the RTMP for your review. Specifically, we focus on the transitional Mining District designation. Additionally, and as aforementioned the applicant has appeared before the Planning Commission to share their long-term goal of a residential PUD to be developed around the mined lake. Where appropriate, our comments are included in italics.

Chapter 10 – Implementation

Mining District: Given that mining rights within the State of Michigan can potentially allow mineral extraction anywhere within the Township, the Mining District within the Zoning Ordinance is an interim district that permits and regulates mining activities. When the mineral extraction is complete, the property requires rezoning to a Zoning District that is consistent with this Master Plan, compatible with the surrounding Zoning Districts and uses, and supports the capability of the subject property to accommodate the available uses of the zoning district.

Given that the RTMP states that the M-1 District can exist in any zoning district and highlights that further rezoning will be required after mining operations are completed, the rezoning appears consistent with this section of the RTMP.

Planned Unit Development District (PUD): The Michigan Zoning Enabling Act allows a municipality to adopt provisions to provide for Planned Unit Developments within its zoning ordinance. Planned Unit Developments are designed to authorize and control the development of various compatible uses permitted by the zoning ordinance through a flexibility in the use, area, height, bulk, and placement regulations where the underlying district cannot achieve the same type of desirable development through its regulations. Robinson Township permits recreational, clustered residential, and non-clustered residential Planned Unit Developments. While not an interim zoning district like the Mining District, the Planned Unit Development District is not identified within this Master Plan because its location in the Township occurs on a case-by-case basis as a result of existing and changing conditions.

The RTMP notes in Chapter 1: Findings, that the community survey identified clustered residential as important. Considering the intended final use could be consistent with the RTMP, pending review and approval of the PUD.

Zoning Ordinance Considerations

Text of the Zoning Ordinance

As you know, your review of the RTZO is limited to the surrounding uses and the potential uses that would be permitted on the subject property, in the instance the rezoning is recommended for adoption and subsequently approved by the Robinson Township Board of Trustees. Below we highlight surrounding uses as well as permitted and special uses that could occur on the subject property within the M-1 Zoning District. Further below we provide the permitted and special uses that could occur on the subject property as it is currently master planned (Agricultural) and zoned.

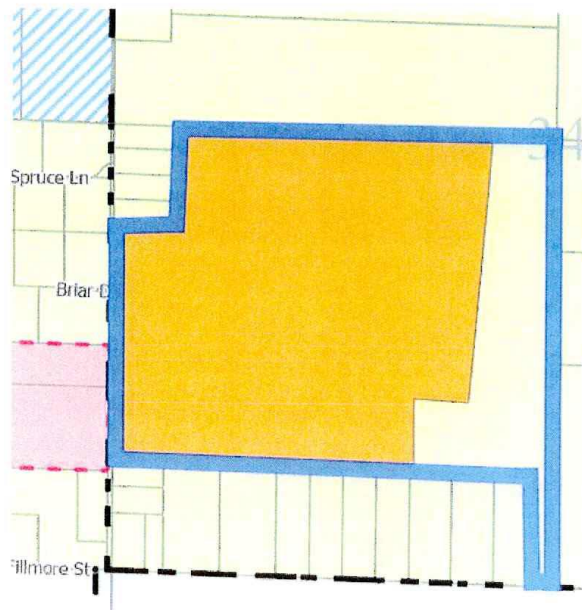
Surrounding Uses

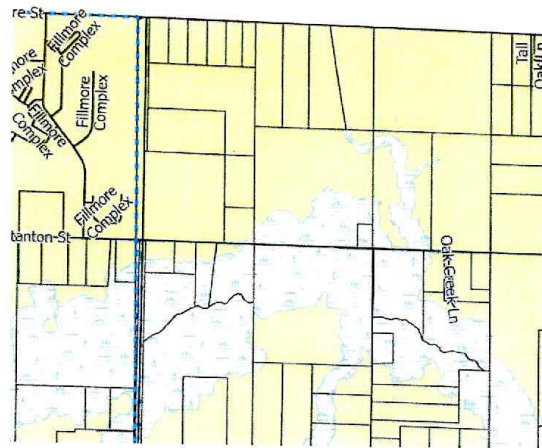
As you can see in the aerial photo provided on page one of this memorandum, the subject property abuts lots in residential use to the South. West of the parcel is a mix of residential and agricultural uses. The North abuts agricultural use with some undeveloped land. To the East is a mix of agricultural use and undeveloped land. The portion of the parcel being rezoned will be nearest to the uses to the East, Northeast, and Southeast.

Note in the zoning ordinance map below that the portion of the subject parcel that is not being considered for rezoning is currently zoned M-1. This highlights an active mining operation by Emerald Lake that they have stated has been in operation for over 30 years. The proposed rezoning would expand the designation to the remainder of the site. As such, it is anticipated that this use will be compatible with the surrounding uses.

Map of the Zoning Ordinance

For your convenience, below is a snapshot of the Zoning Ordinance Map for the subject parcel, outlined in blue, and surrounding properties. (light green = Agricultural (A-1), Orange = Mining (M-1), pink = Neighborhood Commercial (B-1), Pink Outline = Contracted Zone, Blue/White Stripe = Recreational PUD, Gray = Olive Township)





For your convenience, below are the available principal uses permitted, accessory uses, and uses requiring special approval that could be conducted on the subject property in the instance that the rezoning is granted, which the Planning Commission will need to consider during its deliberations.

The lands and premises in this Zoning District may be used only for the extraction of the natural mineral deposits of minable quality contained therein upon the prior issuance of a permit for such use by the Township Board. The criteria for the issuance and maintenance of such a permit shall be identical to those set forth in the Township's "Earth Change Ordinance," being Ordinance No. 78-1, as amended.

Accessory uses are allowed in the Mining Zoning District and include but are not limited to the following: buildings, stockpiles of materials, outside storage of machinery and equipment, etc.

- A. After the mining operations have been completed on all or a portion of the property in question, but before the land has been rezoned from the M-1 Zoning District, the property owner may receive a special use permit pursuant to Chapter 32 of this Ordinance to use some or all of the land in question in ways which are permitted in one (1) or more of the Zoning Districts adjacent to the land in question.
- B. The property owner may receive a special use permit pursuant to Chapter 32 of this Ordinance to use some or all of the land in question, while the land is zoned in the M-1 Zoning District, for a utility-scale solar energy collector.

Current Zoning – A-1, Zoning Uses (Article 13.02 RTZO)

For your convenience, below are the available permitted uses and special uses that could be conducted on the subject property in the instance that the rezoning is denied, which the Planning Commission will need to consider during its deliberations.

Section 6.2 Permitted Uses

Land, buildings, or structures in this Zoning District may be used for the following uses only.

- A. Agriculture and horticulture, but excluding landscaping, lawn care and irrigation services.
- B. Agriculture buildings, all necessary buildings and their uses, when the same are necessary and incidental to the pursuit of farming and agriculture.
- C. Feed lots and poultry facilities.
- D. Farm drainage and irrigation systems.
- E. Agricultural research facilities and activities.
- F. Forestry, grazing, and gardening.
- G. Roadside stands (seasonal and portable display stands for the retail sale of farm produce).
- H. One farm dwelling per farm or inactive farm lot, together with any accessory building(s).
- I. Agricultural labor camp(s).
- J. Historical sites.
- K. Home occupations.
- L. Accessory building(s) as regulated in Chapter 4.
- M. Agricultural labor camp(s).
- N. One-family dwellings.
- O. Small tower-mounted wind energy turbines and small structure-mounted wind energy turbines.

Section 6.3 Uses Requiring Special Approval

The following uses may be allowed after approval and issuance of a special use permit as provided in Chapter 32 of this Ordinance.

- A. Group day-care homes and child care centers, licensed under Act 116 of the Michigan Public Acts of 1973, as amended.
- B. Composting of off-site vegetative matter with restrictions for public traffic.
- C. Bed and breakfast operations.
- D. Non-conforming uses which do not qualify under Section 4.31 and which are subject to not only Chapter 32 of this Ordinance but also Section 4.47 (in the event of a conflict, Section 4.47 shall prevail over Chapter 32).
- E. Medium wind energy turbines.

Recommendation & Draft Motion

Recommendation

Pending comments received at the public hearing and as a result of the above Master Plan and Zoning Ordinance considerations, the request is consistent with the RTMP Map and it appears to be reasonably consistent with the provisions of the RTMP, it appears to be compatible with the RTZO and surrounding uses, and, as mining is the only permitted use of the M-1 Zoning District, capable of supporting the mining use. Given this, we believe a recommendation of adoption is appropriate.

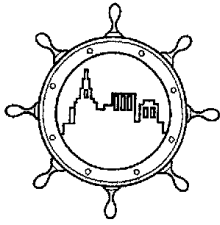
In the instance the Planning Commission agrees with our recommendation, the Planning Commission shall provide the same to the Robinson Township Board of Trustees.

The application has been scheduled for a public hearing at your September 22, 2026, meeting. If you have any questions, please let us know.

Luke Petsch
Planner

Attachments

cc: Adam MacMillan, Supervisor



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MEMORANDUM

To: Robinson Township Planning Commission
From: Gregory L. Ransford, MPA
Date: September 9, 2026
Re: Allison Church (Evermore) Zoning Text Amendment Application – Third Revised Draft

Pursuant to your direction at your August 26, 2026, meeting, attached is the third revised draft to the text amendment proposed by Allison Church to accommodate Agritourism uses in the Agricultural Zoning District. As you will recall, you directed us, along with the Township Legal Counsel, Ron Bultje, to draft the following provisions.

- Revise the definition of Agritourism to define Agricultural Special Events since agritourism has occurred without regulation or complaints for many years, and focus the remainder of the language on Agricultural Special Events
- Section 6.3(F)(11)(c) – Delete
- Section 6.3(F)(12) – Revise to allow food trucks
- Section 6.3(F)(14) – Replace the word “agritourism” with either “Farm Based Event” or “Agricultural Special Event.”

We believe the attached accomplishes your direction. As always, proposed changes are shown in the Track Changes feature of Microsoft Word.

The proposed text amendment has been scheduled as a discussion item at your September 22, 2026, meeting. If you have any questions, please let us know.

GLR
Planner

cc: Adam MacMillan, Supervisor

Attachment

Section 3.7A AGRICULTURAL SPECIAL EVENTS~~AGRITOURISM~~

Agricultural special events ~~are~~ Agritourism means farm-based activities conducted for educational, entertainment, recreational, cultural, hospitality, or commercial purposes that allow members of the public to experience agricultural operations or activities, ~~which - Agritourism activities may~~ include, but are not limited to, ~~farm-based~~ weddings and private events, ~~seasonal festivals and~~ celebrations, educational activities and workshops, ~~direct sales, U-pick operations (including~~ fruits, vegetables, Christmas trees) and flower fields, photography sessions, outdoor entertainment activities, tours, tastings, ~~fishing, hunting, animal petting farm,~~ temporary outdoor gatherings, and other similar activities customarily associated with or promoting agricultural operations, excluding overnight accommodations.

Section 6.3(F) AGRITOURISM USES~~AGRICULTURAL SPECIAL EVENTS~~ CENTERS

Agritourism, including a ~~Agricultural special events, including~~ associated event spaces, accessory structures, portable restrooms, tents, greenhouses, barns, bonfire areas, and other outdoor gathering areas, shall be permitted as an accessory use to a permitted agricultural operation. Such uses shall remain incidental and subordinate to the principal agricultural use of the property and shall be conducted in accordance with the following.

- (1) Parking areas may utilize a dustless surface including gravel, crushed stone, grass reinforcement system, permeable surface, or similar rural surface materials deemed appropriate by the Township in order to preserve rural character and reduce impervious surface coverage.
- (2) Not less than seventy-five (75) percent of the lot area shall be used for active agricultural production.
- (3) Any building, parking structure, equipment, dumpster, gathering area, temporary erection, or other area used for the agricultural special event agritourism use shall be no less than one hundred (100) feet from all lot lines.
- (4) All outdoor lighting shall comply with Section 4.34 of this Ordinance.
- (5) Waste disposal shall comply with Section 4.35 of this Ordinance.
- (6) No signage shall be permitted for agritourism agricultural special event. Only farm signage may be permitted.
- (7) No amplified sound shall occur outside of an enclosed building and any amplified sound shall be contained to the interior of an enclosed building. In any event, noise from the agricultural special event agritourism may not exceed sixty-five (65) decibels at any lot line.
- (8) No agritourism agricultural special event use shall be conducted on a lot with less than six hundred (600) feet of width nor less than twenty-five (25) acres in lot area.
- (9) At no time shall the use exceed one hundred (100) persons per twenty-five (25) acres of lot area.
- (10) The total floor area of all buildings engaged in an agricultural special event on a lot shall not exceed two thousand four hundred (2,400) square feet. in one (1) or more All buildings: shall comply with applicable State construction codes.
- (11) No area included in the agritourism agricultural special event use shall be located within two hundred (200) feet of a side or rear lot line. The Township Board may grant a reduced setback to the side or rear lot line, or both, when one (1) or more of the following exist (but in no

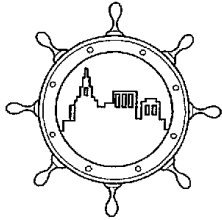
instance shall any area included in the ~~agritourism-agricultural special event~~ use be less than one hundred (100) feet from any side or rear lot line):

- (a) ~~The agritourism area does not include a building or outdoor space intended for the gathering of people (as opposed to people moving through an area);~~
 - (ab) All adjoining lots to the side or rear lot line in question are vacant;
 - (c) ~~No dwelling is located within one hundred (100) feet of the side or rear lot line in question;~~
 - (bd) There is a one hundred (100)-foot landscaped buffer maintained along the side or rear lot line in question, which landscaped buffer contains an eight (8)-foot tall berm with trees planted no more than six (6) feet apart, along the length of the berm; or
 - (ce) The applicant proposes alternative methods to protect adjoining lands and uses from impacts of the proposed agricultural special event ~~agritourism use~~, and they are found by the Township Board to be comparable to any of the above options.
- (12) No food shall be prepared on site except for crops produced on the property or within an approved food truck or trucks.
- (13) Parking is prohibited within any required setback.
- (14) An ~~agritourism-agricultural~~ special ~~use event~~ is subject to an annual review by the Planning Commission. Before that review, the special use holder shall provide an annual report to the Planning Commission containing the following information:
- (a) The total number of ~~agritourism~~-events held during the previous calendar year on the lot;
 - (b) The total number of attendees at ~~agritourism~~-events on the lot during the previous calendar year;
 - (c) The total number of ~~agritourism~~-events planned to be held on the lot during the following calendar year;
 - (d) The total number of acres in active agricultural production on the lot at the current time, including crops and animals;
 - (e) The lot's total area; and
 - (f) Details regarding any complaints received by the Township or law enforcement regarding agricultural events on the lot during the preceding calendar year.

The annual report shall be provided no later than January 31st of each year, for the preceding calendar year. If the Planning Commission is not willing to allow the special use to remain in effect on the basis of the annual report, the special use holder must either cease ~~agritourism~~ operations by the December 31 following the year for which the annual report was submitted or else apply for a renewed special use permit, following the procedure in Chapter 32 of this Ordinance.

(15) When considering a special use application for an ~~agritourism use~~ agricultural special event, the Township Board shall process the application in accord with Chapter 32 of this Ordinance, and shall consider the following additional factors:

- (a) The hours of operation, which shall end by or before 11:00 p.m., with all music or amplified sound ending by or before 10:00 p.m.;
- (b) The floor area for the special use;
- (c) The area, height, bulk, and location of any building[s] to be used for the special use and their relationship to neighboring properties and land uses;
- (d) The outdoor storage, display, and screening of goods, inventory, and equipment;
- (e) Motor vehicle and/or pedestrian traffic and its circulation on and off site;
- (f) The amount of off-street parking provided;
- (g) The number of associates, employees, contractors, and assistants involved with the proposed special use;
- (h) Water usage and the adequacy of the water supply;
- (i) Solid and human waste generation and the proposed means and adequacy of treatment, storage, and disposal;
- (j) The number of ~~agritourism~~ events proposed per year;
- (k) The maximum capacity of each building (the capacity of any building shall refer to individuals inside the structure at any given time; the capacity of the building shall not include individuals outside of the structure); and
- (l) Screening and/or buffering for the benefit of adjoining properties.



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MEMORANDUM

To: Robinson Township Planning Commission
From: Luke Petsch
Date: September 9, 2026
Re: 104th and Lake Michigan Drive – Preliminary Site Plan

In accordance with the Robinson Township Zoning Ordinance (RTZO) and at the direction of the Chairperson, attached is a preliminary site plan from Cody Vanden Bosch and Kyle Vanden Bosch to construct two Multi-Use Buildings at the Southwest corner of the intersection of 104th Avenue and Lake Michigan Drive, parcel number 70-08-26-200-018. Although this is brought as a preliminary review, the application has been reviewed in full and materials above and beyond the requirements for a preliminary sketch plan review have been provided. The proposed buildings have identical dimensions of 10,200 square feet, with five units each. The parcel is zoned B-2 Commercial, and it currently sits vacant.

The application is scheduled for preliminary review at your September 22, 2026, Planning Commission Meeting.

Items for Consideration

The following items are being brought to your attention for preliminary review and direction. Note that quotes from the RTZO are in plain text, and commentary has been added in italics. Based on your direction the applicant may need to make changes to the proposed application before returning for final review and determination at a future meeting.

Section 31.4 Planning Commission Review of Preliminary Sketch Plan

As you know, the Planning Commission's review of a Preliminary Site Plan is described in Section 31.4 of the RTZO. We have included the full text below.

"Upon receipt of such application and fee, the Township Clerk shall transmit the application and Preliminary Sketch Plan drawing(s) to the Planning Commission prior to its next regularly scheduled meeting. The Planning Commission shall undertake a study of the same and shall, within ninety (90) days from the date of the Planning Commission meeting at which the application is received from the Township Clerk, give its approval or disapproval of the Preliminary Sketch Plan. The Planning Commission shall advise the applicant, in writing, of any violations of this Ordinance found in the Preliminary Sketch Plan that need to be corrected to achieve conformity to the standards specified in this Ordinance."

Section 4.56 Bicycle and Pedestrian Pathways and Section 31.8(B) Connectivity

Applicant has chosen to indicate future pathways on their site plan in accordance with Section 4.56. In previous conversations with Township Attorney Bultje, it has been established that during site plan review Section 31.8(B) is the applicable standard for pedestrian pathways and site connectivity and the Planning Commission does not have the authority to waive the standard.

Section 31.8(B) Connectivity. Pathways for bicycles and pedestrians shall be incorporated throughout the development and along all perimeter streets to ensure connectivity between internal uses and with adjacent properties.

Section 4.56(A) Bicycle and Pedestrian Accommodations. Sidewalks shall be provided along portions of sites that have frontage on a street or private road for safe pedestrian movement and to enhance the pedestrian accessibility of the site. Sidewalks shall be designed to Ottawa County Road Commission standards. In cases where a sidewalk, or a portion of a sidewalk, is outside of the street, a public easement for sidewalk purposes shall be provided to the Township. Sidewalks shall be installed in conjunction with the development of the site unless arrangements are approved by the Township to install the sidewalks at a subsequent date.

While we expect the applicant to provide the sidewalks for final plan review pursuant to the direction from Attorney Bultje, upon review of the site plan and discussion of the applicable standards, the Planning Commission should provide guidance to the applicant on how to proceed.

Section 4.34(C) Outdoor Lighting Commercial Requirements and Section 31.7R

The applicant has submitted a photometric plan that demonstrates illumination of all parking spaces in the lot. The illumination appears to end at the overhead loading doors. All parking spaces appear to be illuminated and most entrances are illuminated. Note that there are portions of the illumination area that do not fully extend to the building, including areas that appear to have a service door and overhead door. The Planning Commission will need to decide if the loading/unloading zones are considered building entrances and provide guidance to the applicant on how to proceed to meet minimum site illumination.

Section 4.34(C) Required Site Illumination Table. Parking Lots and Building Entrances minimum foot candles. 0.5 (at any point) 2.0 (average).

Fire Department Review

The Township Fire Department reviews each submission of the plan, and they may add suggestions or conditions to a future submission.

Township Fire Department sees no issues with the proposed addition and did not offer conditions of approval.

Summary

The Planning Commission must review the site plan and determine if any changes are necessary. Specifically, we are seeking your direction to the applicant regarding the following:

- Whether a pathway is necessary along Lake Michigan Drive and 104th Avenue
- Whether Lighting Requirements have been fulfilled

Final Review

Pending the Planning Commission's deliberations, final review of the site plan may be scheduled for the next possible Planning Commission meeting.

As aforementioned, the application has been scheduled for your September 22, 2026, meeting as a preliminary review. The applicant is expected to be in attendance.

If you have any questions, please let us know.

Luke Petsch
Planner

Attachments

cc: Adam MacMillan, Supervisor