



ARMADA TOWNSHIP PLANNING COMMISSION

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Minutes

Wednesday, December 3, 2025- 7:00 p.m.

Regular Meeting

1. Call to Order- Abercrombie called the meeting to order at 7:00 pm.
2. Pledge of Allegiance- Abercrombie led the Pledge of Allegiance
3. Roll Call
 - a. Present at Roll Call: Chair Abercrombie, Vice-Chair Kehrig, Commissioners Patchak, Finn, Finlay, Jabara and Nikkel.
 - b. Also present: Planner Habben and Recording Secretary Bailey
4. Approve/Amend Agenda-Motion by Finn, 2nd by Abercrombie to amend the agenda to add under new business, 10b. Parks and Recreation Plan.

All Ayes- Motion Carried

5. Approval of Minutes-
 - a. **Regular Meeting Minutes November 5th, 2025.** Motion by Kehrig, 2nd by Jabara to approve the regular meeting minutes of November 5th, 2025, as presented.

All Ayes- Motion Carried

6. Public Comments- Steve Nikkel 30341 School Section Rd, asked questions about his site plan specifically permitted uses and how the ordinance is interpreted.
7. Public Hearing-
 - a. **Parks and Recreation Draft Plan**- Motion by Kehrig, 2nd by Finn to open the public hearing at 7:08 pm. Present at roll call for public hearing; Abercrombie, Kehrig, Patchak, Finn, Finlay, Jabara and Nikkel. Abercrombie confirmed the public notice. Planner Habben spoke on the process to update the plan and the revisions that have been made. Motion by Nikkel, 2nd by Patchak to close the public hearing at 7:13 pm.

8. Reports and Correspondence:

- a. **Project Status Report- November 2025.** Motion by Nikkel, 2nd by Abercrombie to receive and file reports and correspondence as presented.

All Ayes-Motion Carried

9. Unfinished Business: None

10. New Business:

- a. **Henshaw Phase 2 Site Plan Review 70710 Powell Rd Parcel 13-02-31-100-018.** Dave Clark, owner of the property, spoke about the project. Habben went over her review. Clark stated that this addition to the business could add 25 more employees. Habben referred to her review letter with some of the compliance concerns and asked the planning commission to come to a consensus on the items. The Planning Commission agreed no traffic study was needed, the building appearance was sufficient, no sidewalk was necessary, the applicant has submitted new lighting that is now shielded and would satisfy lighting requirements but will have to update the photometric light plan, the statement on the site plan about noise and odor is satisfactory, and the loading dock/emergency access concern was discussed with the fire marshal Kevin Kanehl who was also present. The Fire Marshall is requiring a 20 ft clearance to ensure emergency services access. The Planning commission also found the dumpster enclosure gate sufficient. Motion by Nikkel, 2nd by Jabara to approve the site plan for Henshaw located at 70710 Powell Rd because it meets the approval standards in section 4.01 of the Armada Township zoning ordinance subject to the following conditions:

- Address all outstanding concerns in the Wade Trim November 21, 2025, letter
- Address all outstanding concerns in the Spalding DeDecker November 4th, 2025, letter
- Address all outstanding concerns in the Armada Township Fire Department November 4th, 2025, review letter.
- Have a cross-access agreement between 70710 Powell Rd and 70890 Powell Rd.

All Ayes-Motion Carried

- b. Parks and Recreation Plan- Planner Habben went over her letter addressing the Parks and Recreation draft plan and the changes she has made that were requested. The planning commission also had concerns with some of the

items including adding the Travis Cole memorial, removing the friends of Armada content, editing some of the maps that are shown to include current farms, and Habben explained why Armada Townships undeveloped land was included in the plan. Motion by Finn, 2nd by Jabara to recommend adoption of the Recreation Plan to the township board with corrections as discussed.

All Ayes- Motion Carried

11. PC Projects

- a. **2026 Meeting Dates-** Planning Commission went over the meeting dates for the year 2026 and the change from the 1st Wednesday of the month to the 3rd Wednesday of the month. The Planning Commission agreed to change the August meeting date to August 26th, 2026, due to the Armada Fair happening during the 3rd week that would have been scheduled for August 19th. Motion by Nikkel, 2nd by Jabara to adopt the 2026 meeting dates as presented with the changes to August.

All Ayes- Motion Carried

12. Public Comments- Steve Nikkel, 30341 School Section Rd, asked about metal siding and dumpster enclosures. There are no appearance standards with old buildings on the property. Steve Nikkel of the Planning Commission spoke about the zoning ordinance updates and trying to get a plan together for next year to discuss the changes.

13. Adjournment- Motion by Nikkel, 2nd by Abercrombie to adjourn the meeting at 8:35 p.m.

All Ayes- Motion Carried

Respectfully submitted:

Michelle Bailey, Recording Secretary

Approved:

Date: _____

Beth Abercrombie, Chair