

Port Sheldon Township Planning Commission
March 28, 2018

Van Malsen called the meeting to order at 6:00 p.m.

PRESENT: DeLeeuw, Monhollon, Petroelje, Stump, Timmer, Van Ginhoven, Van Malsen

STAFF: Davis, Moore

Motion by Monhollon to approve the minutes of the February 28, 2018 meeting, supported by Van Ginhoven and carried.

PRIVATE ROAD APPLICATION/ SITE PLAN PRELIMINARY PLAT REVIEW

1. The request of Lakeshore Sand Development, Inc. for a Private Road "Bigleaf Drive" and Site Plan Review for Phase 2 of Arborwood. Moore reminded commissioners that the overall PUD and Preliminary Plat for Phase 1 of this development has been approved. The applications tonight are for Phase 2. The pond is partially completed, using all sand on site; no off-site hauling. This Private Road Request is for the cul-de-sac portion of Bigleaf Drive. Commission asked why this portion is not public. Moore responded that the Ottawa County Road Commission often will not accept the road into the county road system if it is not connected to a street or adjacent property. The property owners who live on this portion of the street will be responsible for maintenance/plowing etc. of the cul-de-sac. The road commission must approve the name, and Moore does not expect this to be an issue. Moore also noted that the maintenance agreement was reviewed by the township attorney. Moore stated that the agreement needs one edit to refer to Bigleaf Drive instead of Tupelo Dr. Moore noted that a mechanism to pay for the streetlights was condition of approval, and that the entry signage is under review with the application. Moore recommends approval of both the private road and preliminary plat. **Motion by De Leeuw to approve the Private Road Bigleaf Dr. for Phase 2 of the Arborwood Development on parcel #70-11-01-200-008, supported by Monhollon and carried.**

Motion by Van Ginhoven to approve the Preliminary Plat Phase 2 of the Arborwood Development on parcel #70-11-01-200-008 with conditions as follows, supported by Timmer and carried.

- 1. Prior to issuance of any Township permits, the applicant shall have paid all application, permit, reimbursable escrow, and other fees related to the request.**
- 2. The planned unit development shall at all times comply with Township, county, state and other applicable regulations.**
- 3. Signage shall be submitted to the Zoning Administrator for review prior to installation.**
- 4. The proposed declaration of restrictions and private road maintenance agreement shall be reviewed and approved by the Township Attorney.**
- 5. The applicant shall agree to a special assessment district with the Township for the operation of streetlights within the project.**

ZONING ADMINISTRATOR UPDATES:

Davis still is working with Sandy Point Beach House on their plans.

Davis and Moore are reviewing the ordinance pertaining to nonconforming lots, ponds, and mining, and the possibility of the zoning administrator reviewing and approving/disproving ponds rather than the planning commission.

Meeting adjourned at 6:35 p.m.

Lori Stump

Lori Stump, Secretary