

Port Sheldon Township Planning Commission  
January 23, 2019

Vice Chair DeLeeuw called the meeting to order at 6:01 p.m.

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

ABSENT: Van Malsen

STAFF: Davis, Moore

**Motion by Van Ginhoven to approve the minutes of the December 19, 2018 meeting, supported by Monhollon and carried.**

**UNFINISHED BUSINESS:**

1. Special Use Application from Brent Lokker/ Lokker Automotive/ Pigeon River Development to sell vehicles at 6755 Butternut Drive on parcel #70-11-22-300-080. This request was tabled at the October 24 and December 19, 2018 meetings. Lokker was present with a site plan showing additional parking area of 14 spaces, bringing the total on the site up to 26. There are currently 12 parking spaces; 3 spaces for employees; cars for sale will be in the 4 spaces facing Butternut Dr. Moore commented that the number of parking spaces is good, and that the ordinance requires them to be paved. The commission can approve the request with conditions: that the area be paved and striped by a certain date, that only a certain number of cars can be for sale at any given time, and that only cars and light trucks can be sold, no rv's, snowmobiles etc. Auto Sales are to be a secondary use to the principal use of auto repair. Moore recommends allowing only a small sign in the vehicles that are for sale, no other signs advertising autos for sale. The commission can request that a bond be posted to insure paving. Davis will assist Lokker with correct size of parking spaces. Lokker said that the 7 spaces on the southeast portion of the site are what will be used permanently; others will be used less often. Moore noted that the Commission has allowed overflow parking to remain gravel, but areas used as parking permanently must be paved.

**Motion by Van Ginhoven to approve the special use with the following conditions:**

- 1. The southeast 7 spaces as illustrated on the site plan will be paved by June 30, 2019**
- 2. No more than four cars shall be offered for sale at any one time.**
- 3. Vehicles offered for sale shall be limited to cars and light trucks only.**
- 4. No additional signage shall be permitted, except for signs not to exceed 2 square feet, which must be placed include the vehicles.**
- 5. Specific dimensions for the additional parking spaces and drive aisles will be reviewed by the Zoning Administrator prior to the issuance of any permits.**

**Motion supported by Petroelje and carried.**

2. Site Plan Application from Terry Sullivan/Home Pro of West Michigan for an office on parcel #70-11-01-300-018, 9144 U.S. - 31, owned by J. Jonassen Inc. This matter was tabled at the special meeting October 31, 2018 and the December 19, 2018 meeting. The applicant was not present to discuss the request. Moore suggested that the applicant be contacted to let him know that the Planning Commission will not table this matter indefinitely.

**Election of Officers: Motion by DeLeeuw to nominate current officers to same positions; Van Malsen**

**Chair, DeLeeuw Vice-Chair, Stump Secretary, supported by Van Ginhoven and carried.**

**Motion by Stump to set the 2019 meeting dates as follows: January 23, February 27, March 27, April 24, May 22, June 26, July 24, August 28, September 25, October 23, and the November/December meeting on December 4; supported by Monhollon and carried.**

Annual Report: Moore prepared the report for Van Malsen's review and submission to the Township Board.

Moore updated the commission about the Zoning Ordinance progress. He will present changes at the next meeting. A public hearing will need to be held in March, as the revised Ordinance will contain new sections on marihuana, private roads, and revising mining/pond standards.

Meeting adjourned at 6:55 p.m.

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Lori Stump, Secretary