

Port Sheldon Township Planning Commission  
February 27, 2019

Vice Chair DeLeeuw called the meeting to order at 6:00 p.m.

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

ABSENT: Timmer, Van Malsen

STAFF: Davis, Moore

**Motion by Van Ginhoven to approve the minutes of the January 23, 2019 meeting, supported by Monhollon and carried.**

1. 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, the December 19, 2018 meeting and the January 23, 2019 meeting. Grace Clardy was present to represent Home Pro owner, Terry Sullivan. She brought a site plan for the project. Davis commented that the zoning ordinance prohibits truck trailers from being used for storage. Clardy said that they share parking with the gas station, and that semi-trucks and gas station customers often park in front of their building. She said they want to put up some signs on the west side of the building stating that it is not gas station parking. Moore stated that the parking area should be striped. Moore asked about the “display trailer.” Clardy said it stays there most of the time, but it is not a permanent building; they take it to home shows. Moore questioned if the display trailer is an accessory building, if so in cannot be the front yard. The commission agreed that if it is on wheels and is frequently hauled off site, it is not an accessory building. Davis stated that the building is 1800 sq feet so 18 parking spaces are required. Clardy said there are 6 employees and several subcontractors who will be coming to/working from/out of building. Van Ginhoven said that the landscaping on the west side of the building needs to be fixed. Clardy stated that they want to fix the landscaping. Davis stated that the commission could approve shipping containers for storage. Commissioners decided that they need more time to review the site plan before making a decision. DeLeeuw listed items needed on the site plan: location of dumpster and enclosure, landscaping, lighting, new digital sign and re-striping. Clardy indicated that the building will primarily be a sales office and small showroom. Customer traffic is minimal at this time. **Motion by Petroelje to table for additional review of site plan, until the March 27, 2019 meeting, supported by Van Ginhoven and carried.**

2. Discuss changes to the zoning ordinance amendment. Moore reviewed proposed changes related to ponds, earth change, natural resource extraction, and prohibition on recreational marihuana establishments. Commissioners made a few adjustments to the Ordinance, which Moore will incorporate. Moore also noted that the Private Road Ordinance, which is currently a regulatory ordinance, will be added to the zoning Ordinance as a special land use. Moore suggested that a public hearing be held on the entire Zoning Ordinance at the next meeting.

**Motion by DeLeeuw to hold a public hearing on the final draft of the zoning ordinance on March 27, 2019, supported by Petroelje and carried.**

DeLeeuw adjourned the meeting at 7:32 p.m.