

Port Sheldon Township Planning Commission
March 27, 2019

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

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

ABSENT: De Leeuw

STAFF: Davis, Moore

Motion by Van Ginhoven to approve the minutes of the February 27, 2019 meeting, supported by Monhollon and carried.

1. A complete re-write of the Port Sheldon Township Zoning Ordinance #32. Moore summarized the re-write. Van Malsen opened the public hearing. There were no comments or discussion; Van Malsen closed the hearing. **Motion by Petroelje to recommend approval of the Zoning Ordinance Re-write to the township board, supported by Timmer and carried.**

PRIVATE ROAD APPLICATIONS:

1. The request of Eric Landman for an extension of the existing Private Road, Ten Hagen Dr. on parcel 70-11-15-300-017, 16633 Ten Hagen Dr. Moore summarized the request; applicant wants to extend the private road adding a cul-de-sac loop. In 2016 a Private Road Variance was granted with conditions; allowing 2 parcels if split and radius/diameter of turn around (cul-de-sac). This new application shows 3 parcels, which is not allowed due to the variance conditions, with landscaping in the center of the cul-de-sac, the Port Sheldon Fire Chief advised that the fire department would like cul-de-sacs to be hard surfaced and open in the middle with no plantings, brush, or snow in the middle. The new ordinance when adopted will not allow for obstructions in the center of cul-de-sacs. Gordon Julius, Architect for owner Landman, stated that they want a green space in the middle and a smaller radius of the cul-de-sac, with a 20 foot wide lane; the township wants an 80 foot paved circle. Van Malsen opened the public hearing. Neighbor Heibel listed concerns the neighbors have, additional traffic, too tight for 3 additional houses, negative effects of the waterways, private road is eroding. Neighbor Machiele asked where water is going and is concerned about oak wilt. Neighbor Dalecke purchased his property for privacy, 3 more lots will affect privacy and his view. Heibel said the road is hard to negotiate as it is. Moore stated that the applicant needs to return with a plan showing 2 lots. Moore also recommends that the residents draft a private road agreement, and/or form an association to be clear about the responsibility for plowing and maintaining the road. Moore suggests tabling this matter until the April 24, 2019 meeting so the applicant can prepare a site plan with 2 lots and a road maintenance agreement. **Motion by Van Ginhoven to table the request until the applicant submits more information on the lot split, design, maintenance agreement, and addresses the fire chief's comments, supported by Petroelje and carried.**

NEW BUSINESS:

1. The request of Jeff Diekema of Schutter Bros. Builders, agent for owner GDW Farms, for Site Plan Review to construct an additional building at 8450 146th Avenue, parcels 70-11-12-281-003 and 70-011-12-282-001. Davis stated that the request is not for an accessory building; it is expanding an existing

commercial use. Moore reviewed the ordinance site plan criteria with the commission and his conclusion that this is a minor change to an existing use. Davis will approve signs, lighting and refuse disposal. Adding a bathroom may require a septic permit from OCHD.

Motion by Monhollon to approve the request with the following conditions:

- 1. No demolition or earthwork shall be undertaken on the site until all appropriate permits have been secured consistent with this site plan approval and copies of such permits have been submitted to the Township.**
- 2. Prior to issuance of any Township permits, the applicant shall have paid all application, permit, and other fees related to the request.**
- 3. The applicant shall comply with any stipulations of the Township Fire Department.**
- 4. All outdoor lighting fixtures shall be downward facing and fully cut-off to the satisfaction of the Zoning Administrator.**
- 5. Any signage details shall be submitted for review and approval by the Zoning Administrator.**
- 6. Stormwater management areas shall be reviewed by Port Sheldon Township and/or the Ottawa County Water Resources Commissioner.**
- 7. Refuse disposal details shall be submitted for review and approval by the Zoning Administrator.**

Supported by Van Ginhoven and carried.

Meeting adjourned 7:10 p.m.

Lori Stump