



PORT SHELDON TOWNSHIP

16201 Port Sheldon Street, West Olive, MI 49460
Telephone 616-399-6121 Fax 616-399-7173
www.portsheldontwp.org | info@portsheldontwp.org

Planning Commission Meeting Minutes Wednesday, December 6, 2023 – 6pm

1. **Call to Order:** 6:00 pm by Vice-Chair Steve Grilley.
2. **Roll Call:** Present were Steve Grilley, Del Petroelje, Nikki Timmer, Patrick Kelderhouse, Bill Monhollon, Ryan Capson-Zoning Administrator, Diane Jansen-Recording Secretary, Andy Moore-Township Planner, Several Guests and Residents. Absent were Duke DeLeeuw and Lori Stump.
3. **Approved Minutes from September 27, 2023:**
 - a. **Motion** by Bill Monhollon to approve the minutes from October 25, 2023 Supported by Del Petroelje, with all commissioners voting in favor and passed.
4. **Approved Agenda:**
 - a. **Motion** by Patrick Kelderhouse to approve the agenda with additions of Township Supervisor Updates and Voting on Meeting Dates for 2024 Supported by Nikki Timmer, with all commissioners voting in favor and passed.
5. **Approved the appointment of Meeting Secretary:**
 - a. **Motion** by Nikki Timmer to appoint Del Petroelje as the Meeting Secretary Supported by Patrick Kelderhouse with all commissioners voting in favor and passed.
6. **Approved Meeting Dates for 2024:**
 - a. **Motion** by Patrick Kelderhouse to approve meeting dates for 2024 Supported by Nikki Timmer with all commissioners voting in favor and passed.
7. **Township Supervisor Updates:**
 - a. The Township has received a grant to develop an economic plan and review the Master Plan. The Township is accepting bids.
 - b. The County is in the process of making requests to Consumers Energy on what they would like to see on the property moving forward.
 - c. The Board of Trustees has yet to act on the Short-Term Rental ordinances, they plan on proceeding in the new year.
8. **Communications:** None
9. **Zoning Administrator Updates:**
 - a. The following items will need to be looked at in the coming year.
 1. Pet/Animal noise and nuisance ordinance. Domesticated fowl and poultry noise and nuisance ordinance. Tent sheds and carports. Front yard description which is currently being looked at by the Township lawyer. Business condo/contractors' yards. Self-storage contradiction in the Zoning Ordinance.
10. **Public Comments:** None
11. **Unfinished Business:** None
12. **New Business:**
 - a. Lakeshore Sand LLC. Special Land Use, Sand Mine Permit Review at 15079 Crowell Street. Parcel known as 70-11-12-100-031. Ryan Brewer of Lakeshore Sand LLC reported they will extract the last 1.5-2 acres. The last Special Use Permit was issued



PORT SHELDON TOWNSHIP

16201 Port Sheldon Street, West Olive, MI 49460
Telephone 616-399-6121 Fax 616-399-7173
www.portsheldontwp.org | info@portsheldontwp.org

in 2013 and they have had several reviews with the Planning Commission in the last 10 years. They have re-applied for the necessary EGLE permits and approvals.

1. **Motion** by Patrick Kelderhouse to renew the Special Land Use permit for 2024 pending receipt of required state documentation Supported by Del Petroelje with all commissioners voting in favor and passed.
 - b. **Preliminary Sketch Plan Review, business condos-contractors' yard.** – Ryan Stygstra 6343 Butternut Drive. Known as parcel 70-11-27-100-011. .9167 Acres on the west side of Butternut Drive zoned commercial-Improved.
 1. Each unit will have electrical, plumbing and mechanical. All units will be sold. Landscaping will be used instead of a fence as outdoor storage will not be permitted.
 2. Commissioners discussion, Issues that will need to be addressed in the forthcoming Special Land Use application. How the business/association will be run, parking, outdoor storage, noise and hours of operation. They do like the preliminary plan and advised that Mr. Stygstra should proceed.
13. **Township Planner Updates:**
- a. The State Legislators have passed a solar ordinance. This means the township may need to adjust the newly passed Solar Ordinance to accommodate the new regulations.
 - b. The State Legislators are looking at a land division act that if passed the Township will need to address how it affects the township.
14. **Adjournment:** 6:34pm

Del Petroelje – Meeting Secretary Date