



# PORT SHELDON TOWNSHIP

16201 Port Sheldon Street, West Olive, MI 49460

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## Planning Commission Meeting Agenda

Wednesday, February 28, 2024

1. Call to Order: 6pm by Chairman Duke Deleeuw
2. Roll Call: Commissioners present were Steve Grilley, Lori Stump, Del Petroelje, Duke DeLeeuw, Nikki Timmer, Patrick Kelderhouse, Bill Monhollon. Also present were Ryan Capson-Zoning Administrator, Diane Jansen-Recording Secretary and Andy Moore-Township Planner as well as several Residents and guests.
3. Approve Minutes from December 6, 2024
  - a. Motion By: Del Petroelje to approve the meeting minutes from December 6, 2024 with the correction on a typo on page 1. Seconded By: Steve Grilley, with all commissioners voting in favor and the motion passed.
4. Approve Agenda:
  - a. Motion By: Patrick Kelderhouse with the addition of changing the meeting time to 5pm as requested by Bill Monhollon. Removing the Special Land Use application from Ryan Ryzenga as it was withdrawn by homeowner. Seconded By: Steve Grilley, with all commissioners voting in favor and the motion passed.
5. Elect Officers for 2024:
  - a. Chairman:
    1. Motion by: Duke Deleeuw to elect Steve Grilley as Chairman for 2024. Seconded By: Steve Grilley, with all commissioners voting in favor and the motion passed.
  - b. Vice Chairman:
    1. Motion By: Motion by Nikki Timmer to elect Patrick Kelderhouse as Vice-Chairman for 2024. Seconded By: Del Petroelje, with all commissioners voting in favor and the motion passed.
  - c. Secretary
    1. Motion By: Motion by Bill Monhollon to elect Lori Stump as Secretary for 2024. Seconded By: Steve Grilley, with all commissioners voting in favor and the motion passed.
  - d. Change Planning Commission Meeting Time:
    1. Motion By: Bill Monhollon to change the planning commission meeting time from 6pm to 5pm. Seconded By: Patrick Kelderhouse, with all commissioners voting in favor and the motion passed.



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6. Board of Trustees Liaison:

- a. Bill Monhollon to remain as the Board of Trustees Liaison for 2024.

7. Communications:

- a. Robinson Township- Master Plan draft review letter.
- b. The Corners Homeowners Association letter.
- c. Park Township- Master Plan revision letter.
- d. Holland Township-Future Land Use revision letter.

8. Zoning Administrator Updates: None

9. Public Comments:

- a. Mae Kaiser- Requested input from the Commissioners on her desire to start an educational program in gardening with youth.
  - 1. Commissioners asked Andy Moore to draft an ordinance to add this as a special land use in the Township for parcels zoned AG-1.

10. Old Business: None

11. New Business:

- a. Redstone Development proposing a second special land use for an additional lot adjacent to the Ventura Townhomes parcel.
  - 1. Commissioners agreed this would be a good use of the parcel.
  - 2. Redstone may submit a Site Plan Review Application.

12. Adjournment:

- a. Motion by: Patrick Kelderhouse to adjourn the meeting at 6:38pm.  
Seconded by: Bill Monhollon, with all commissioners voting in favor and the motion passed.

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Lori Stump – Secretary

Date