



PORT SHELDON TOWNSHIP

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Planning Commission Meeting Minutes August 27, 2025

Call to Order: 5:00 by Steve Grilley

Roll Call: Present: Steve Grilley, Lori Stump, Nicole Timmer, Bill Monhollon, Duke DeLeeuw.
Absent: Del Petroelje, Patrick Kelderhouse
Staff present: Ryan Capson, Andrew Moore, Cate Wiler

Approve Minutes from July 23, 2025:
Motion: Duke DeLeeuw
Support: Lori Stump
Motion carried 5-0 via voice vote

Approve Agenda: Approved with moving old business ahead of new business
Motion: DeLeeuw
Support: Bill Monhollon
Motion carried 5-0 via voice vote

Communications: None reported

Zoning Administrator Updates:
1. Presented by Ryan Capson. A Variance request was approved for a height allowance for a 37-foot-tall residence. The ZBA approved the variance request.

Public Comments:
1. Sue Rushkamp 16739 Haven Woods Ct – Asked if there was a crossover with Blendon township's land use for the battery storage project, and what is happening at the JH Campbell plant.

Public Comment was closed by Steve Grilley

New Business:

1. Annual review of Special Land Use Permit# PB22-116 for parcel# 70-111-24-100-024 at 14935 Blair St, West Olive, MI 49460
 - a. Kiekenveld reported that the sand mining and pond project is going well. He stated that the project is just over halfway to completion.
 - b. Capson reported that he performed a site visit in August of 2025 and there have not been any complaints pertaining to the work being performed. The

condition of the road looks good and there isn't any damage. The audit looked good. The permit with Egle expires in 2027. The next site visit is scheduled for August 2026.

2. Consideration of SLU application for Isabelle Moomey Preschool and conduct a Public Hearing for Parcel# 70-11-22-151-003 at 16779 Blair St West Olive, MI 49460
 - a. Moomey addressed the commission and thanked everyone for allowing her to present. She presented her request to run a Preschool called Todo Corazon Preschool, out of her residence at 16779 Blair Street which is zoned R-1, residential. The plan was designed to align with the Michigan Zoning and Childcare licensing requirements for family based childcare settings serving 12 children. Although, she intends to only have 6 children in attendance. She also requested a refund for her application fee stating her application and new business has not caused the township to do any additional inspections.
 - b. Grilley opened Public Comment –
 - i. Ryan Eckered 6684 Old Cinder Trail – Questioned who the notice was sent to. Andy reported that the mailed notice is sent to anyone within 300 ft of the residence. One obvious basic concern outside of the noise that will be generated by the children is the increased traffic. He stated that Moomey's location is right across from the party store and with people pulling in and out of the tight area within her driveway and traffic coming from both directions. Additionally, he stated that the proposal for people needing to loop around if they are unable to pull into the driveway and his private drive
 - ii. Mike Bodkins 6801 Wildwood Dr. – He lives at the spot where Blair turns into Wildwood. Currently, people use his driveway to turn around when they forget things from the party store. He Admires the individual applying to run a business and he supports daycare centers. He has worked with multiple daycare providers throughout his career. He stated that it is unclear and difficult to quantify the impact of the traffic increase. The party store lot is not trimmed back.
 - c. Public Comment Closed by Grilley
 - d. Stump read an anonymous correspondence that was submitted and explained it would not be listed as part of the public comment.
 - e. Andrew Moore reported that the application states that it is a Pre-school, but the details listed make it appear that it is more like a daycare.
 - i. The items to be addressed as a township is fencing – minimum requirement is 6 ft in height. The application shows the fence is on the west side of the property. Moomey stated that the fence is already being constructed. The State has requirements for compliance regarding height, spacing of boards, and material to ensure safety.

- ii. Hours of operation will be 8:00am – 3:30pm so it meets the requirement for being less than 16 hours of operation
 - iii. Signage is not addressed in the application
 - iv. Parking Spaces – they must supply 1 parking spot for each employee.
 - v. There could be some light congestion during peak times. The application shows that a considerable amount of planning has been done to address congestion at drop-off and proposes a staggered drop-off and pick-up schedule. The maximum impact would be 11 cars at drop-off and 11 cars at pick-up.
 - vi. Adjacent dwellings considerations have been addressed with the privacy fence, natural privacy provided by the tree line, and drop-off schedule.
 - vii. Stump asked if the township could do a review after 1 year? Moore stated that the challenge in this is that if there are significant issues observed, the township would have to address how to move forward with revoking the SLU.
 - viii. Operation will be M-F only. No weekends.
- f. Motion made by Monhollon: Approve the SLU with the requirement that the state License for Daycare be provided to the township, a fence inspection, and review of the SLU in 1 year.
- Supported by Stump
- Motion carried 5-0 with a voice vote

3. Consideration – Statement of Objections to the proposed Master Plan from the Board of Trustees.

- a. Moore stated the Township Board has sent the draft Master Plan back to the Commission with three changes.
- b. The proposal was read with 3 changes as are spelled out in the letter from the board.
- c. The Planning Enabling Act states that the Planning Commission can address the board's changes however it wants, but a 2nd public hearing will be required. The public notice of the hearing must be given 15 days in advance; therefore, it could not be done for the August meeting, but it will be added to the September PC meeting agenda.
 - i. Motion made by Timmer to add the recommendation to adopt the revised Master plan to the September PC meeting with Public Hearing

Support: Deleeuw

Motion Carried 5-0 with a voice vote

New Business:

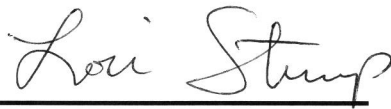
1. Food Truck Ordinance – a resident applied for a permanent food truck special land use permit. The planning commission previously voted to table to do more research and consider the long-term impact.
 - a. The resident is currently operating on a temporary sales permit which is good for 6 months and can only be extended 2 times.
 - b. Moore recommended items to address site cleanliness and parking.
 - c. It is within 600 ft of the Pipeline, but the Pipeline doesn't serve food.
 - d. Capson expressed concerns with the applicant who is now requesting a storage unit because he is running out of space. He has already connected into the gas station for utilities and has his beverage cooler outside of the food truck. How are we going to monitor this and prevent scope creep?
 - e. Moore expressed that essentially, this idea is no different than a drive thru Biggby.
 - f. Grilley asked if we could add wording to the existing temporary sales permit that addresses food trucks. The trucks must be self-contained. It is only good for 180 days and it has an expiration date and for 1 location. Temporary sales permits can be extended up to 2 times. Moore will write up the proposed changes.
2. Energy Storage Facilities – Moore reviewed the items presented in the June 2025 PC meeting. An item of consideration is Act 233 that enables energy companies to go to the state for land use permitting and this limits local governments control. However, the energy companies seem to prefer going directly to the township for the permitting.
 - a. The proposal Moore previously recommended is modeled after the state requirements and the industrial zoning ordinances would govern this.
 - i. Requires a site plan, a public hearing, defined uses, permits with EGLE etc, plans and decommissioning plan.
 - ii. Storage banks have a smaller footprint than wind or solar – they really basically shipping containers filled with batteries. The batteries address peak usage, and power is pulled from the battery stores and when energy is being created in excess it is pushed to the battery for storage.
 - b. The request was made that we add landscaping requirements to keep it beautiful and a berm to cut down on the hum generated by the batteries.
 - c. Concerns were expressed about ground water contamination by Capson. With it being put in an area that is surrounded by water, should we increase the setbacks from the water way? EGLE may have some requirements.
 - d. Moore will work on an ordinance proposal for the September PC meeting.
3. Shared driveway Ordinance discussion – Moore reviewed the details presented at the June 2025 PC meeting.
 - a. There are 133 that could be split but there would be parcels that would be landlocked. Doubling the density of LSR if we consider this request.

- b. The question was posed by Timmer, how the properties on 146th were approved? Capson answered that both lots still have frontage but chose to share the driveway.
- c. Capson stated that while we only had 1 person address the commission to make this request, it gets asked frequently to the building department.
- d. The request was made to have Moore create a generic ADU proposal with the stipulation that ADU's cannot be turned into a Short Term Rentals.

Adjourn:

Grilley adjourned the meeting at 6:23 pm.

X



Lori Stump
Secretary