



# PORT SHELDON TOWNSHIP

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## Planning Commission Meeting Minutes September 24, 2025

**Call to Order:** 5:00 by Steve Grilley

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

### Approve Minutes from August 27, 2025:

Motion: Duke DeLeeuw

Support: Patrick Kelderhouse

Motion carried 6-0 via voice vote

### Approve Agenda:

Approved with moving old business ahead of new business

Motion: DeLeeuw

Support: Kelderhouse

Motion carried 6-0 via voice vote

### Communications:

1. Presented by Lori Stump
  - a. Letter from Holland Charter Twp requesting our input as they update their Master Plan to ensure that they coordinate with other area plans to make sure it makes sense from a regional perspective.
  - b. Email from Jan O'Connell from the Sierra Club re: meeting minutes from July 23 Planning Commission Meeting, requesting the below corrections to the minutes. Ms. O'Connell made a public comment regarding the importance of Energy Storage being built on the Consumers Energy Campbell plant property, applications to the MISO, the importance of having hydrological and contamination studies of Pigeon Lake and continued groundwater testing on the Consumers Energy property as well. She also mentioned that there are big concerns regarding any potential data centers in Port Sheldon Township due to the huge amounts of water & energy needed to run these data centers and how important it is for data centers to provide most of their own energy through clean and renewable energy and they should also have plans in place for the efficient use of water.

## **Zoning Administrator Updates:**

1. Presented by Ryan Capson. A Variance request was approved for the replacement of an existing deck, at 0 Helena St, with zero setback on the north property line.

**Public Comments:** None

## **New Business:**

### **1. Adoption of Modified Master Plan Future Land Use**

#### **a. Discussion**

- i. Adoption of the Modified Master Plan. Andrew Moore explained that this modified plan is almost identical to the one that was adopted in July. The differences reflect the recommendation of the board to adjust a few of the proposed zoning modifications to more closely align with the current map. Additionally, the dates that the public hearings were held because a 2<sup>nd</sup> public hearing was required to adopt the recommended changes. There is also an additional, whereas statement, on page two, that details the initial public hearing, the adoption of the recommendation, the board returning the plan to the planning commission with objections, and 3 requested changes.
- ii. Moore explained the plan's intent to balance current zoning with future development goals, including potential commercial and residential mixes.

#### **b. Grilley opened Public Hearing**

- i. Ryan Stygstra, 6343 Butternut Dr., West Olive, MI 49460, explained the long-term implications of rezoning property to AG, suggesting it could eventually revert to residential. He expressed his concern that with the changes other development for commercial use would be limited and no longer possible.

Moore and Stygstra discussed the current zoning map and the differences between the zoning map and the matching plan.

Duke DeLeeuw suggests making a motion to extend the neighborhood mixed-use designation to align with the existing commercial zoning.

Moore clarified that the plan does not change the zoning map but suggests creating a new zoning district for mixed use.

- ii. Peter Krupp, 6517 Butternut Dr. West Olive, MI 49460 stated that removing commercial zoning would negatively impact the tax base and local businesses. Additionally, Krupp highlighted the importance of maintaining commercial status for businesses like restaurants and gas stations and emphasized the need for a master plan to update zoning to conform to the plan's recommendations.

- iii. Rick Uildriks, 6665 Butternut Dr, West Olive, MI 49460, asked if the commission could explain what the changes are and how the changes impact his property.

Moore explained that the plan allows for flexibility in zoning, including light commercial and residential uses.

**c. Grilley closed Public Hearing**

**d. Zoning and Mixed-Use Discussion**

- i. DeLeeuw suggested extending the neighborhood mixed-use designation to match the existing commercial zoning.
- ii. Moore explained the potential impact of the plan on different property types and the importance of aligning with the master plan.
- iii. DeLeeuw proposed a motion to extend the mixed-use designation and redefine it to include gas stations and restaurants.
- iv. Moore clarifies that the plan allows for low-intensity commercial uses and flexibility in zoning.
- v. Grilley asked for clarification of motions.
- vi. Moore explained the process for finalizing the changes to the Zoning Map and Master Plan. There should be 2 motions. One motion for the map and then the second motion would be to adopt the resolution recommending approval of the Master Plan for the approval of the Township Board.

**e. Motion to approve changes to Master Plan Future Land Use Map**

- i. Motion made by DeLeeuw to approve Master Plan Future Land Use Map with the extension of the mixed-use area to match the current commercial zoning along the west side of Butternut, south of Port Sheldon.
- ii. Supported by Patrick Kelderhouse
- iii. Motion carried 6-0 via a voice vote

**f. Motion to adopt Resolution Recommending Approval of Master Plan**

- i. Motion by DeLeeuw to adopt resolution #\_\_\_\_, "A Resolution Recommending Approval of the Updated Port Sheldon Township Master Plan to the Township Board and Constituting Planning Commission Approval of Such Master Plan
- ii. Supported by Patrick Kelderhouse
- iii. Motion carried 6-0 via a voice vote

**Old Business:**

## **1. Temporary Sale Permit Ordinance for Food Trucks**

- a. Moore presented the modified temporary sale permit ordinance for food trucks, emphasizing the changes made to ensure it is a temporary use only.
- b. Moore explained the deletion of special land use provisions and the addition of requirements for hours of operation and permit duration.
- c. Moore clarified that the ordinance would be subject to zoning administrator review and approval.
- d. Permits will be for 180 days per calendar year
- e. **Motion**
  - i. Motion made by DeLeeuw to schedule a public hearing for the next meeting.
  - ii. Supported by Kelderhouse
  - iii. Motion carried 6-0 via voice vote

## **2. Energy Storage Facilities**

- a. Moore introduced the draft amendment for energy storage facilities, explaining the additional standards added to address community concerns. The amended Ordinance is written to be workable in consideration of Michigan Public Act 233 of 2023.
- b. Moore detailed the setback requirements, sound generation limits, and the need for a post-commissioning agreement.
- c. Moore explained the optional nature of the amendment and the potential benefits for developers and the community.
- d. **Motion**
  - i. Motion made by DeLeeuw to move forward to a public hearing on the draft amendment.
  - ii. Supported by Kelderhouse
  - iii. Motion carried 6-0 via voice vote

## **3. Accessory Dwelling Units (ADUs) Discussion**

- a. Moore explained the concept of ADUs and their potential benefits, such as accommodating aging parents and providing additional housing. There is no requirement that the Township accommodate them, but many communities have been considering them in recent years.
- b. Moore encouraged the commission to think about and discuss the different types of ADUs, including standalone units, attached units, and second-story additions. Outlining potential restrictions, such as size limits, height restrictions, and parking requirements.

- c. Del Petroelje and Monhollon expressed concerns about the potential impact on the community and the need for careful consideration.
- d. Next Steps
  - i. Monhollon suggested taking time to consider the ADU proposal and its potential impact on the community.
  - ii. Capson proposed drafting an ordinance for further discussion and consideration; however, the commission decided to review the information provided by Moore before moving to that step.
  - iii. Moore emphasized the importance of community input and the need for a thoughtful approach to zoning changes.

**Adjourn:** Grilley adjourned the meeting at 5:56 pm.

**X**

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Lori Stump  
Secretary