



# 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

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## **Planning Commission Meeting Agenda January 28, 2026 at 5:00PM**

1. Call to Order:
2. Roll Call:
3. Approve Minutes: December 3, 2025 PC Meeting
4. Approve Agenda:
5. Communications:
6. Zoning Administrator Updates:
7. Public Comments:
8. Old Business:
  - a. Battery Storage
  - b. ADU Discussion
9. New Business:
  - a. Election of Officers
  - b. Approve Meeting Dates for 2026
  - c. Annual PC Review
  - d. Planning Commission By-Law Review
  - e. Preliminary Site Development Plan review for Ventura Woods Phase 2
10. Adjourn:

**Public Hearing procedure is on back of the agenda.**



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## Planning Commission Meeting Minutes December 3, 2025

**Call to Order:** 5:06 by Steve Grilley

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

**Approve Minutes from October 22, 2025:**

Motion: Kelderhouse  
Support: Timmer  
Motion carried 5-0 via voice vote

**Approve Agenda:**

Approved  
Motion: Timmer  
Support: Kelderhouse  
Motion carried 5-0 via voice vote

**Communications:** Stump read a letter from Holland Charter Township informing the township that they are considering an amendment to its Master plan to incorporate a recently completed housing analysis. They are inviting the township to provide input.

**Zoning Administrator Updates:** 1 application was denied a variance request for side-yard setback. Ryan requested that the commission members be prepared for the upcoming meeting to discuss the annual pc review and let him know if there are any budget requests.

**Public Comments:** Henry Brimmer, 9255 Ottawa House Drive, West Olive, MI 49460 – Expressed his desire to be able to construct an ADU on his property for housing a family member and is interested in learning more about how the township is going to handle ADU's.

**New Business:** None

**Old Business:**

**1. Battery Storage Discussion -**

- a. The Battery storage ordinance draft from the last meeting was reviewed.
- b. Moore explained the impact of state regulations like Act 233 on battery storage facilities and that potentially if the Battery storage companies find our regulations to be too stringent, they can go through MPSC for approval and bypass the Township.
- c. There were several concerns expressed concerning fire safety and suppression.
- d. It was decided that there will be ongoing research and the topic will be revisited at the next meeting.

**2. ADU Discussion –**

- a. The ADU memorandum from the last meeting was reviewed.
- b. Concerns were presented regarding additional parking, traffic, not being intended for short-term rental, the size of the ADU, location of ADU and enforcement of the ordinance governing ADUs.
- c. It was decided that there will be ongoing research and the topic will be revisited at the next meeting.

**Adjourn:** Grilley adjourned the meeting at 5:53 pm.

**X**

Lori Stump  
Secretary



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## Planning Commission Proposed Meeting Dates 2026

January 8, 2026

February 25, 2026

March 25, 2026

April 22, 2026

May 27, 2026

June 24, 2026

July 22, 2026

August 26, 2026

September 23, 2026

October 28, 2026

December 2, 2026



2025 Planning Commission  
Annual Report  
**PORT SHELDON TOWNSHIP**

**16201 Port Sheldon St | West Olive, MI 49460 | December 2023**

**This 2025 Port Sheldon Township  
Planning Commission Annual Report**

**is submitted to the Port Sheldon Board in accordance with the Michigan Planning  
Enabling Act, as amended.**

## About Port Sheldon Township

**Port Sheldon Township blends community, recreation and living with a perfect balance of permanent homes, summer cottages, small businesses and agricultural farms which enhance its truly peaceful and rural character.**

**Established in 1924 and consisting of approximately twenty square miles, the township is bordered by New Holland Street on the south, 144<sup>th</sup> Avenue on the east, Fillmore Street on the north and the beautiful Lake Michigan shoreline on the west.**

**Two wonderfully updated township beach parks, three county parks and two open space parks are located in the township boundaries. Port Sheldon Township also has a bike path system of approximately fifteen miles.**

## Our Mission Statement

**Honest, Dependable, Efficient, Responsible.**

**Port Sheldon Township recognizes its responsibilities to each of it's constituents and we make this pledge as a statement of our values and purpose as we conduct township business.**

## Summary of Commission Members

- **The Commission met for ten regular meetings in 2025. February's meeting was canceled due to a lack of agenda items. No special meetings took place in 2025.**
- **2025 Officers: Steve Grilley, Chairman, Patrick Kelderhouse, Vice Chairman, Lori Stump Secretary, Bill Monhollon, Served as the Board of Trustee Liaison. Serving as Township Planner is Andy Moore from Williams & Works. Ryan Capson served as Zoning Administrator, and Cate Wiler was elected Recording Secretary on June 25, 2025.**
- **There are currently 7 members of the commission as required by the Michigan Planning Enabling Act.**

<b>2025</b>	22-Jan	26-Feb	26-Mar	23-Apr	28-May	25-Jun	23-Jul	27-Aug	24-Sep	22-Oct	3-Dec	Total Meetings Attended
<b>SEATING ORDER</b>												
ANDY MOORE	1	0	1	1	1	1	1	1	1	1	1	10
LORI STUMP	1	0	0	1	1	1	1	1	1	1	1	9
DEL PETROELJJE	1	0	1	1	1	1	1	0	1	0	1	8
DUKE DELEEUW	1	0	1	1	1	1	1	1	1	1	0	9
STEVE GRILLEY	1	0	1	1	1	1	1	1	1	1	1	10
PAT KELDERHOUSE	1	0	1	1	1	1	1	0	1	1	1	9
NIKKI TIMMER	1	0	1	1	1	1	1	1	0	1	1	9
BILL MONHOLLON	1	0	1	1	1	1	1	1	1	0	0	8
RYAN CAPSON	1	0	1	1	1	1	0	1	1	1	1	9
Cate Wiler - Recording Secretary	0	0	0	0	1	1	0	1	1	1	1	6
Total Members in Attendance	9	0	8	9	10	10	8	8	9	8	8	87

## Summary of Commission 2025 Activities

Items Addressed	Date	Action
Add a section in the Zoning Ordinance, Section 16.03.7, refer to Section 4.09 which covers RV Storage.	1/17/2025	Recommendaton to amend the ordinance approved by PC and sent to the board for review.
Elected officers	1/17/2025	PC Approved
Set Planning Commission Meeting dates	1/17/2025	PC Approved
February Meeting Canceled due to lack of Agenda Items	2/17/2025	
Master plan presented by McKenna Group	3/26/2025	
Lakeshore Sand LLC review, with Phil Brewer	5/28/2025	Motion passed to approve te review and allow operation to continue
Rezoning application for parcel # 70-11-12-200-058 at 14492 Gardner St, West Olive, MI, 49460 changing from commercial to residential	7/23/2025	Motion passed to recommend the rezoning to the Township Board
Consideration to review the proposed 2025 Master Plan with Public Hearing.	7/23/2025	Motion passed to recommend the changes, consisting of four edits, to the Master Plan, as listed in the packet. A second motion passed to adopt resolution 2025-17 which recommends the master plan to the Township board
Annual review of Special Land Use Permit# PB22-116 for parcel# 70-111-24-100-024 at 14935 Blair St, West Olive, MI 49460	8/27/2025	The project is over half way complete and is compliant to approved plans. The next review is scheduled for August 2026.
Consideration of SLU application for Isabelle Moomey Preschool with Public Hearing for Parcel# 70-11-22-151-003 at 16779 Blair St West Olive, MI 49460	8/27/2025	Motion passed to 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
Consideration – Statement of Objections to the proposed Master Plan from the Board of Trustees.	8/27/2025	Motion passed to add the recommendation to adopt the revised Master plan to the September PC meeting with Public Hearing

Master Plan Adoption	9/24/2025	Motion Passed to approve the changes 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. The Motion passed to adopt a resolution recommending approval of the updated Master plan to the Township Board
Site Plan Application for Parcel# 70-11-01-300-020, Vacant Parcel – South of 9104 US-31, West Olive, MI 49460, Proposed construction of 10,640 SF retail development.	10/22/2025	Motion Passed to approve the site plan review subject to three conditions
Special Land Use Application for Parcel# 70-11-27-100-011, 6343 Butternut, West Olive, MI 49460, Proposed construction of Contractor Storage Units	10/22/2025	Motion Passed to approve the special land use subject to 9 conditions
a. Consideration – An Ordinance to amend the Port Sheldon Twp Zoning Ordinance; to amend section 2.15 to add a new definition pertaining to Mobile Food Trucks Vending, to amend article IV to add a new section pertaining to Food Truck Permits and approval standards, to amend the C-Commercial district to allow food trucks as permitted use when operated at the same location for up to 180 days.	10/22/2025	Motion passed to approve the existing mobile food vending ordinance with changes to the sections pertaining to length of time at locations, the section on revocation of permit and cleanliness of the location
a. Consideration – An Ordinance to amend the Port Sheldon Twp Zoning Ordinance; to amend section 2.07 to include a definition for Energy Storage Facility as a Special Land Use in the Industrial District; to amend Section 9.03 to include Energy Storage Facilities as a Special Land Use; and to amend Article XVIII to include a new subsection related to Energy Storage Facilities.	10/22/2025	Motion passed to table this item for discussion at a future planning commission meeting

## **Building Department Summary of Activity Provided by the Building and Zoning Administrator Ryan Capson**

- **233 Building Permits were issued in 2025.**
- **27 New Single-Family Homes**
- **32 New Multi-Family Units**

### **Message from Chairman Steve Grilley**

**The Planning Commission was once again busy in 2025. Commissioners worked on several zoning amendments, including agri-tourism, recreational vehicle storage, and mobile food vending, among others.**

**The largest and most significant accomplishment of the year was the review and adoption of the Master Plan Future Land Use Map. The Commission held multiple meetings and worked closely with township residents, planners, and Township officials to develop a strong, forward-looking plan that will guide Port Sheldon Township's future growth and development.**

**With an amazing staff, dedicated Board, Planning Commission, and Zoning Board, the Township's future looks bright.**

**Respectfully submitted,**

**Steve Grilley**

TOWNSHIP OF PORT SHELDON  
COUNTY OF OTTAWA, MICHIGAN  
TOWNSHIP PLANNING COMMISSION

**BYLAWS AND RULES OF PROCEDURE**

**Section 1. Authority.**

These Port Sheldon Township Planning Commission (Commission) Bylaws and Rules of Procedure are adopted in accordance with the Michigan Zoning Enabling Act and the Michigan Planning Enabling Act.

**Section 2. Requirements of Membership.**

- 1) Bylaws and Rules. Members shall comply with these Bylaws and Rules of Procedure.
- 2) Attendance. Members shall attend meetings of the Commission. If any member is unable to attend a regular or special meeting, the member shall attempt to notify the secretary or Township staff prior to the meeting.
- 3) Participation. Members shall give their best efforts toward participation at Commission meetings. Members are expected to review any written materials submitted to the members prior to a meeting and to be prepared for each meeting.
- 4) Education and Training. Members are encouraged to use opportunities for education and training regarding Township planning and zoning. New members, in particular, are encouraged to attend at least one training workshop or seminar within one year of their appointment.

**Section 3. Duties and Responsibilities.**

The members of the Commission shall have the following principal duties and responsibilities, among others:

- 1) To consider and recommend the adoption of the Zoning Ordinance and amendments in the Zoning Ordinance.
- 2) To prepare, consider and approve the Township Master Plan.
- 3) To consider, no less frequently than every five years, whether a revision of the Master Plan or updated amendments in the Master Plan are needed; to prepare, consider and approve any such revisions or amendments.
- 4) To consider and approve zoning applications and requests assigned to the Commission under the terms of the Zoning Ordinance, including special land uses and other types of land use approval.
- 5) To make an annual written report to the Township Board concerning its zoning and planning activities during the previous year and including, if desired, recommendations on zoning and planning changes and amendments.
- 6) To promote public understanding of and interest in the Township Master Plan and the Zoning Ordinance.

- 7) To review and determine whether to approve proposed public improvement projects; to review and recommend a proposed capital improvement plan, if requested.
- 8) To review and make recommendations on proposed platted subdivisions and condominiums and site condominiums.
- 9) To carry out other duties and responsibilities provided by law or as requested or directed by the Port Sheldon Township Board.

**Section 4. Conflicts of Interest.** All members of the Commission shall avoid situations which involve a conflict of interest.

- 1) A conflict of interest includes, but is not necessarily limited to, the participation in the review, hearing, deliberation or voting on an application or request for the Commission's decision in the following circumstances:
  - a. The application or request involves or concerns the Commissioner or the Commissioner's immediate family.
  - b. Where the land which is the subject of the application or request:
    - i. is owned by the Commissioner, or
    - ii. is adjacent to land owned by the Commissioner.
  - c. The application or request involves or concerns a corporation, company, partnership, or any other entity in which the Commissioner is an owner, part-owner, or has any other relationship where the Commissioner may stand to have a financial gain or loss.
  - d. The application or request would result in a direct monetary benefit to the Commission member.
  - e. Where a Commissioner's employer or employee is the person making the application or request, or is a person having a direct interest in the outcome.
  - f. The Commission member has provided private consultation services, or similar services, for the development of property in the Township and the client is the applicant.
- 2) Remedies. When a conflict of interest exists, the affected Commission member shall do all of the following:
  - a. Declare a conflict of interest prior to any discussion on the matter, stating the nature of the conflict.
  - b. In the case of an apparent conflict of interest, the Planning Commission may by majority vote of those present and voting declare a conflict of interest on the part of a Commission member. The member who has the apparent conflict shall not vote on the question of whether to declare a conflict of interest. If the vote of the voting Commission members results in a declaration of a conflict of interest, the member having the conflict shall not participate in or vote upon the matter at issue.
  - b. Abstain from participating in the matter, as a member of the Commission, unless otherwise allowed by Michigan law.
  - c. The affected Commissioner should not make any presentations to the Commission as a representative for the applicant. However, the member may comment during any public

comment period consistent with constitutionally protected rights to participate and be heard.

### **Section 5. Meetings.**

- 1) Schedule of Meetings. Regular meetings of the Commission shall be held once a month on a day and at a time to be determined by the Commission at its first meeting of the calendar year; provided, however, that a meeting need not be convened if pending matters do not warrant a meeting. The Commission shall hold at least four meetings each year.
- 2) Special Meetings. A special meeting may be called by the chairperson or any two Commission members, upon written request to the secretary. In the event of such request, the secretary shall notify the members of the special meeting at least forty-eight hours in advance, unless the members agree that lesser notice shall be sufficient.
- 3) Meetings to be Public. All meetings of the Commission shall be public meetings, held in compliance with the provisions of the Open Meetings Act.
- 4) Notices. Notices of public hearings of the Commission shall be prepared, published and mailed in compliance with the applicable provisions of the Zoning Enabling Act and the Planning Enabling Act.
- 5) Quorum. A quorum for the conducting of business shall consist of a majority of the total number of current members of the Commission. If a quorum is not present, no official action may be taken, though the members present may discuss relevant planning and zoning matters if they desire to do so.
- 6) Agenda. A written agenda shall be prepared for each regular meeting. The proposed agenda shall be approved by majority vote of the Commission members at the beginning of each meeting. The order of business shall generally be as follows:
  - a. Call to order
  - b. Roll Call
  - c. Approval of Agenda
  - d. Approval of minutes of previous meeting
  - e. Public Hearing
  - f. Private Road Applications
  - g. Communications
  - h. Unfinished Business
  - i. New Business
  - j. Public Comments
  - k. Adjournment.
- 7) Inclusion of Matters in Agenda.
  - a. An application for zoning ordinance amendment, special land use, rezoning of lands or other action by the Planning Commission shall be submitted to the Township office as per Township policy. If an application is not submitted in sufficient time, it will be scheduled

for a subsequent meeting. No application shall be scheduled for consideration until it is complete.

- b. A written agenda for each meeting, together with any supporting materials and other information, shall be mailed to each member prior to the meeting.

#### Section 6. Public Hearings.

- 1) Public hearings shall be conducted by the Commission whenever required by law or Township ordinance.
- 2) Procedures. Public hearings shall generally proceed as follows:
  - a. The chairperson declares the public hearing open and states its purpose.
  - b. The chairperson states that public notice of the meeting has been properly published and mailed, or requests that the Commission secretary read the public hearing notice aloud.
  - d. The chairperson, or at the chairperson's request, the Township Planner and/or Township staff, briefly summarizes the matter which is the subject of the public hearing and provide comments on the matter.
  - c. The applicant or the applicant's representative presents the matter being applied for, including oral comments and written material.
  - e. Members of the Commission may ask questions or make comments concerning the application.
  - f. The chairperson invites members of the public to comment or to make presentations. All persons commenting shall state their names and addresses for the record. Persons commenting shall address the chairperson only. The chairperson may refer questions to the applicant or other persons present. Members of the public shall limit their comments to the subject of the hearing. All comments shall be given in a courteous manner and all persons shall refrain from offensive or disrespectful remarks. A reasonable time limit may be imposed on each speaker.
  - g. The chairman, secretary, planner or staff person shall read any correspondence, documents or communications received related to the public hearing.
  - h. The chairperson declares the public hearing closed.
  - i. The chairperson then refers the matter to Commission members for discussion.
  - j. After reasonable discussion, the chairperson may inquire if any member desires to make a motion on the application. Any such motion may include an approval of the application, a denial, an approval with conditions (in the case of matters as to which conditions are permitted) or a postponing or tabling of all or any part of the application. Members may take final action on a matter at the same meeting at which the public hearing is held if the members desire to do so, but in their discretion, any matter may be tabled or postponed to a subsequent meeting, for further information, additional investigation or if members desire to consider the matter over a longer period of time.
- 3) Rules of Order. All meetings of the Commission shall be conducted in accordance with generally-accepted parliamentary procedure, unless these Bylaws and Rules of Procedure provide otherwise.

### **Section 7. Voting.**

- 1) All members of the Commission shall vote on all matters to be voted upon, except in the case of a conflict of interest.
- 2) Voting shall ordinarily be by voice vote; provided, however, that a roll call vote shall be taken if called for by the chairperson or if requested by any member.
- 3) A master plan or a revision of, or amendment in a master plan shall be approved by affirmative majority vote of the members of the Commission.
- 4) A zoning ordinance or an amendment in the zoning ordinance, including an amendment in the zoning map, shall be approved and recommended by an affirmative majority vote of the members of the Commission.
- 5) Except as otherwise stated in this section, in the Township Zoning Ordinance, or provided by law, an affirmative vote of a majority of the Planning Commission members present and voting shall be required for the approval of any motion, resolution or other action or decision.

### **Section 8. Minutes.**

- 1) Minutes of Commission meetings shall be prepared by the recording secretary or secretary and, after approval, shall be signed by the Commission secretary.
- 2) The minutes shall contain a brief synopsis of the meeting, including a statement of all motions, who moved and who seconded, the reasons given and the outcome, with roll call votes thereon recorded. The minutes shall list the Commission members in attendance and those who are absent.
- 3) Tentative minutes shall be available for public examination in the Township office not more than eight days after the meeting. Approved minutes shall be available for public examination in the Township office not more than five days after the meeting at which they are approved.
- 4) The recording secretary or other authorized Township employee shall maintain copies of all minutes, and shall forward copies of all approved minutes to the Township Clerk, for retention in the Township office. Approved meeting minutes shall serve as the official record of Commission meetings.

### **Section 9. Officers.**

- 1) Officers of the Commission. The officers of the Commission shall be the chairperson, the vice-chairperson and the secretary. The officers shall be elected by affirmative majority vote of the Commission members present and voting. The Commission may by majority vote establish other officers in its discretion.
- 2) Term and Election. The term of office of each officer shall be one year and until the officer's successor is elected and qualifies. Officers shall be elected at the first meeting of the calendar year or at the earliest convenient meeting thereafter. The Township Board member of the Commission shall not be eligible to serve as chairperson of the Commission.
- 3) Chairperson. The chairperson shall preside at meetings of the Commission. The chairperson shall nominate persons to serve on committees or advisory committees, subject to confirmation by majority vote of the Commission members present and voting.
- 4) Vice-Chairperson. The vice-chairperson shall preside at meetings of the Commission in the absence of the chairperson. If for any reason the chairperson is unable to discharge the duties

of the office, the duties of the chairperson shall be carried out by the vice chairperson, for the period during which the chairperson is unable to discharge such duties. If the office of chairperson becomes vacant, the vice-chairperson shall serve in that capacity until a new chairperson is elected.

- 5) Secretary. The secretary shall sign the minutes prepared by the recording secretary, after the minutes are approved by the Commission.
- 6) Township Board Representative. The Township Board representative shall present the recommendations of the Commission as required by the Zoning Ordinance, the Land Subdivision and Utility Extension Ordinance and other ordinances, the Michigan Zoning Enabling Act, and the Michigan Planning Act to the Township Board prior to its consideration of the subject request. The Township Board representative shall also be the liaison with the Township Board to provide updates or reports of actions by the Commission as may be directed by the Commission or otherwise appropriate; and, in turn, to convey to the Commission any requests, directions, or questions of the Township Board.
- 7) Zoning Board of Appeals Representative. The Commission's representative to the Zoning Board of Appeals ("ZBA") shall report the actions of the ZBA relating to the Commission and shall update the ZBA on actions by the commission that relate to the functions and duties of the ZBA.

#### **Section 10. Annual Report.**

- 1) The Commission shall prepare and submit to the Township Board an annual written report concerning the Commission's operations during the preceding year and the current status of its planning and zoning activities, including, if desired, recommendations concerning actions by the Township Board related to planning and zoning within the Township.
- 2) The annual report to the Township Board shall be prepared and submitted after the last Commission meeting of the calendar year applicable to the annual report, or as soon thereafter as practicable.

#### **Section 11. Amendments.**

- 1) These Bylaws and Rules of Procedure may be amended by concurring vote of a majority of the Commission members present at a public meeting.
- 2) If amendment in these Bylaws and Rules of Procedure is proposed, it shall be submitted in writing by mail or personal delivery to all members of the Commission at least three days before the meeting at which the amendment is to be introduced.

THESE BYLAWS AND RULES OF PROCEDURE WERE ADOPTED BY THE PORT SHELDON TOWNSHIP PLANNING COMMISSION ON FEBRUARY 24, 2010.



Secretary



# PORT SHELDON TOWNSHIP

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RECEIVED

JAN 07 2026

Port Sheldon Township

## PUD APPLICATION

Submit at least 28 days prior to desired meeting to:  
Port Sheldon Township  
16201 Port Sheldon Street, West Olive, MI 49460 616-399-6121

Name of Applicant REDSTONE LAND DEVELOPMENT Phone # 231-740-4931 (DAVID STEBBINS)

Mailing Address of Applicant 3330 GRAND RIDGE DR, NE

Name of Owner (if different) DEPIRRO ROGER-KELLEY-ROCCO

Owner mailing address and phone number \_\_\_\_\_

Email addresses david@redstone-group.com (Redstone) rocco.apl@gmail.com (Owner)

Parcel number of subject property Part of 70-11-01-300-020

Address of subject property \_\_\_\_\_

Current zone district of subject property Commercial (C)

Applicants interest in property Purchase Agreement

Present use of site: property and or structure Vacant aside from existing pond

Proposed use of site: property and or structure multi-family


Size of existing and or proposed structure and parcel 3.07 acres

Description of existing or proposed structure Proposed townhomes including two (2) 4-plex  
and two (2) 6-plex buildings

Describe the nature of your request Extend existing private road and public utilities, construct  
storm water management features, buildings, related sidewalks and parking.

If there has been a previous request involving this PUD, please state the date of filing, the  
nature of the request and disposition of same \_\_\_\_\_

Ventura Woods Phase 1 PUD was approved in 2023. The proposed project will be an extension of the  
approved PUD.



Signature of Applicant/Owner/Agent (circle one) and date

### FILING FEE \$1,500.00 (each board+)\*

\*(Plus) fees for required engineering, planning or legal fees incurred by the township to offset township expenses. Applicant billed for any additional expenses. The township Supervisor would have the option of requiring an escrow account if deemed necessary. The applicant can appeal to the township board the plus fees that could be changed or waived by majority vote.

**THIS APPLICATION MUST BE ACCOMPANIED BY A SITE PLAN.**



**TRANSMITTAL**

TO: Port Sheldon Township  
16201 Port Sheldon Street  
West Olive, MI 49460

DATE: January 1, 2026

PROJECT: #220169.02  
Ventura Woods II

ATTN: Ryan Capson

WE ARE TRANSMITTING

HEREWITH

UNDER SEPARATE COVER

ISSUED FOR:

REVIEW and COMMENT  
 CONSTRUCTION

APPROVAL  
 FILE/USE

INFORMATION  
 SIGNATURE

REMARKS:

COPIES TO:

BY: Zachary S. Voogt, P.E.

**PORT SHELDON TOWNSHIP**

Receipt: 130073424

01/08/26

16201 PORT SHELDON ST  
WEST OLIVE MI 49460

Cashier: CATE

Received Of: **REDSTONE LAND DEVELOPMENT**

616-399-6121

The sum of: **1,500.00**

SPUSE PUD APPLICATION VENTURA

	<u>1,500.00</u>
Total	1,500.00

CHECK 18573 1,500.00

Signed: \_\_\_\_\_