



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 May 27, 2026

Call to Order: 5:00 by Steve Grilley

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

Approve Minutes from April 22, 2026:

Motion: Bill Monhollon
Support: Duke DeLeeuw
Motion carried 6-0 via voice vote

Approve Agenda:

Motion to move New Business ahead of Old Business
Motion: DeLeeuw
Support: Petroelje
Motion carried 6-0 via voice vote

Communications: None

Zoning Administrator Updates: None

Public Comments:

1. Dawn Kragt, 6928 Helena Ave. lives in Port Sheldon Beach Association and presented pictures showing garbage cans that are left out along the roadway year-round. She presented evidence of 12-13 garbage bins line up along the roadside. They are using the space as a stationary dumpster but the bins are tipping over and critters are getting into the bins and tipping the bins over. She presented ordinances from Park township, Holland and Grand Haven township have ordinances stating that the bins must be taken away from the roadside after 1 day for refuse pickup. She suggested that the Township draft an ordinance to address this. Commissioners agreed that this should be addressed. Andy Moore advised that this isn't a planning commission issue but suggested that the Township Board could address it. Ms. Kragt was encouraged to attend the next Board meeting, and Monhollon will present this information to the board as well..

Next steps: Bill Monhollon will present the issue to the Board of Trustees at the June 10th meeting and Dawn will present her photos and concerns to the Board at the June 10th meeting.

2. Sharon Van Slooten, 14641 Baldwin St. She is here to speak about the shooting range and the police report from the shooting that occurred at her property. This will be discussed under item 8a. in old business.

New Business:

9a. Public Hearing - Zoning ordinance amendment related to Road and Highway setbacks, yard encroachments, fences and private streets.

1. Public Hearing opened and closed without comment
2. Moore Explained the changes proposed
 - a. Section 4.27 – Will be deleted completely
 - b. Section 2 Yard Encroachments – revised to allow for uncovered stairs providing direct access to the Lake Michigan shoreline;
 - c. Section 3, Fences – revised to state require a zoning permit instead of a building permit. Commissioners discussed this section and Capson wanted additional clarification was needed to eliminate conflicts and to clarify the districts that would be affected by the standards. Commissioners also suggested allowing for taller fences (10') when they are surrounding a pickleball court, basketball court, etc. Moore will work up additional revisions to address these issues.
 - d. Section 4, Private streets – the proposed change would require that private roads be centered within the private road easement. DeLeeuw felt that the road should be allowed to meander slightly within the easement as long as the shoulder remains 10' from the easement boundary. Moore will update this language. Capson also suggested that staff study this change in more detail to ensure that additional conflicts would not be created regarding the measurement of setbacks and related issues. Moore will bring a revised ordinance to the next meeting.

Old Business:

8a. Shooting Range Discussion – Ryan recommended that if the planning commission wants to look into creating an ordinance that the commission invite the attorney to the next meeting for the discussion. The planning commission discussed that this seems to be more of a regulatory issue not a zoning issue.

1. Next steps – Monhollon will communicate to the board of trustees at the next meeting on June 10th that the planning commission feels this item is regulatory issue not a zoning issue and would like the board to further discuss with the attorney.

Adjourn: Grilley adjourned the meeting at 6:04 pm.

X

Lori Stump
Secretary

Draft