



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 Agenda Wednesday, June 26, 2024

1. Call to Order:
2. Roll Call:
3. Approve Minutes from May 22, 2024
4. Approve Agenda:
5. Communications:
 - a. Holland Charter Township letter dated 6-7-2024 regarding change in zoning for parcel 70-16-36-300-015 near 104th Ave and Ottogon Street.
6. Zoning Administrator Updates:
 - a. The ZBA Approved 3 requests for Variances
 1. The request of Ron Wood for a variance for Setbacks. Parcel: 70-11-21-150-006 Address: 6996 Hillside Ave, West Olive MI 49460.
 2. The request of Eric Haab for a variance for setbacks. Parcel: 70-11-16-392-013 Address: 17432 Ottawa Trail, West Olive MI 49460.
 3. The request of Schabbel Family Trust for a variance for 3 story home. Parcel: 70-11-04-102-021 Address: 17350 Hidden Treasure Drive West Olive MI 49460.
7. Public Comments:
8. Old Business:
 - a. Zoning - Agri Tourism ordinance.

 - b. Zoning – RV and trailer storage ordinance.
9. New Business:
 - a. Private Street Application from Steve Grilley, Parcel 70-11-24-100-044.

 - b. Zoning Amendment Application from Bauvan Land Co, LLL for rezoning of parcel 70-11-01-200-024.

 - c. Sketch Plan Review from Lisa Spaugh for parcel 70-11-12-400-027, 8345 West Olive Road. Currently zoned Commercial.
10. Adjourn:



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Public Hearing Procedure

A public hearing conducted by the Planning Commission shall be run in an orderly and timely fashion. This shall be accomplished by the following procedure. This procedure may be modified at the discretion of the Chairperson based on the type and character of the hearing.

1. The Chairperson of the Planning Commission shall announce that a public hearing will be conducted on a request.
2. The Chairperson shall read the public hearing announcement as published in the newspaper and also give a brief description of the hearing subject and any history if necessary. This step may be deferred to another member of the Planning Commission.
3. The Chairperson shall announce the following hearing rules
 - a) This is a public hearing designed to receive comments on the above subject. Only comments regarding this subject will be accepted.
 - b) All persons wishing to comment shall be given an opportunity.
 - c) Any person wishing to speak shall first be recognized by the Chairperson.
 - d) This person shall, state their name and address, and make comments directly to the Chairperson.
 - e) Each person speaking shall limit their comments to three (3) minutes.
 - f) Everyone shall have an opportunity to speak before someone is allowed to speak a second time, as time permits.
 - g) If at any time during the hearing, the Chairperson feels no other relevant comments are being stated or the public is out of order, the Chairperson may close the public hearing. The Chairperson may at their discretion, terminate unreasonably repetitive, irrelevant, or lengthy comments which are nonproductive to the purpose at hand.
4. The Chairperson shall officially open the hearing and state the purpose of the hearing is to receive public input regarding the subject. If the chairperson desires to answer questions, or direct someone to answer a question, this may be done at the discretion of the Chairperson.
5. During the hearing, the Chairperson or their designee shall read any correspondence received. This can be worked in between public comments.
6. Once all public comments have been stated, the Chairperson shall close the hearing. Any voting member of the Planning Commission may initiate an action to close the hearing.