



# PORT SHELDON TOWNSHIP

16201 Port Sheldon Street, West Olive, MI 49460  
Telephone 616-399-6121 Fax 616-399-7173  
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## **Planning Commission Meeting Minutes Wednesday May 22, 2024**

1. Call to Order: At 5:00pm by Steve Grilley.
2. Roll Call: Commissioners present were Steve Grilley, Patrick Kelderhouse, Lori Stump, Duke DeLeeuw, Nikki Timmer, and Bill Monhollon. Also present were, Ryan Capson - Zoning Administrator, and Andy Moore – Township Planner.  
Del Petroelje was absent.
3. Approve Minutes from April 24, 2024:  
Motion by Nikki Timmer to approve meeting minutes from April 24, 2024. Seconded by Duke Deleeuw with all commissioners voting in favor, and the motion passed.
4. Approve Agenda:  
Motion by Patrick Kelderhouse to approve the agenda with revisions of moving item 10 to number 9. Supported by Duke Deleeuw with all commissioners voting in favor, and the motion passed.
5. Communications:
  - a. Notice of public hearing from Robinson Township on May 22, 2024 regarding their master plan.
  - b. Letter from Park Township regarding notice of intent to distribute their draft master plan.
6. Zoning Administrator Updates: None
7. Public Comments: None
8. Old Business:
  - a. Agribusiness Ordinance discussion centered around Bathroom requirements, setbacks, venue size, indoor vs outdoor venues. Additional discussion to continue at next meeting.
  - b. Recreational vehicles and equipment storage discussion centered around length of time they can be in the driveway, how to address this issue in the various zoned lots. Additional discussion to continue at next meeting.
9. New Business:
  - a. Site plan for 14529 Gardner Street storage condominiums special land use submitted by Dan Leeuw. The original approved site plan the storage buildings were to be 5900 sqft. They were built at 5100



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sqft. The requested change for the last building to be 7500sqft for a total square footage of 22,800, which is under the allowed 23,600 square footage.

- b. Steve Grilley opened the public hearing. Ken & Mary Broek voiced concerns regarding the past issues with the tenants, but agreed those issues have been addressed. Steve Grilley closed the public hearing.
- c. Motion by Patrick Kelderhouse to approve the site plan and special land use, subject to review and approval by the Ottawa County Road Commission and the Port Sheldon Township Fire Chief, with copies of such approvals provided to the Township. Motion was supported by Duke DeLeeuw with all commissioners voting in favor, and the motion passed.

10. Meeting Adjourned at 5:56pm by Steve Grilley.

*Lori Stump*

Lori Stump-Secretary

*8-28-24*

Date