



## PORT SHELDON TOWNSHIP

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### **Planning Commission Meeting Minutes Wednesday, January 22, 2025**

1. Call to Order: 5:00pm by Steve Grilley.
2. Roll Call: In attendance were Steve Grilley, Patrick Kelderhouse, Lori Stump, Del Petroelje, Duke DeLeeuw, Nikki Timmer, Bill Monhollon, Zoning Administrator Ryan Capson, Township Planner Andy Moore.
3. Approve Minutes
  - a. Motion by Patrick Kelderhouse to approve the Regular Meeting minutes from October 23, 2024. Seconded by Nikki Timmer with all members voting in favor and the motion passed.
  - b. Motion by Kelderhouse to approve the Special Meeting minutes from October 30, 2024. Seconded by Timmer with all members voting in favor and the motion passed.
4. Approve Agenda:
  - a. Motion by Kelderhouse to approve the agenda with changes. Seconded by Timmer with all members voting in favor and the motion passed.
5. Communications:
  - a. A letter from Olive Township stated that they are updating their Master Plan and are inviting the Port Sheldon Township Planning Commission's input.
6. Zoning Administrator Updates: None
7. Public Comments: None
8. Old Business:
  - a. Agri-Tourism - Zoning Ordinance Amendment Public Hearing
    1. Grilley opened the Public Hearing.
    2. No public was present at the meeting.
    3. Grilley closed the Public Hearing.
    4. Planner Andy Moore reviewed the requirements for the ordinance.
    5. Motion by Duke DeLeeuw to recommend approving this amendment to the Township Board. Seconded by Kelderhouse with all members voting in favor and the motion passed.
  - b. Recreational Vehicle Storage - Zoning Ordinance Amendment Public Hearing
    1. Grilley opened the Public Hearing.
    2. No public was present at the meeting.
    3. Grilley closed the Public Hearing.

4. Moore reviewed the requirements, and the commission feels less regulation is appropriate. Moore will add a section in the Zoning Ordinance that states Section 16.03.7 will refer to Section 4.09 which covers RV Storage.
5. Motion by DeLeeuw to recommend approving this amendment to the Township Board, subject to the changes above. Seconded by Kelderhouse with all members voting in favor and the motion passed.

9. New Business:

1. Electing Officers
2. Motion by Del Petroelje to keep present officers: Steve Grilley, chair; Patrick Kelderhouse, vice-chair; and Lori Stump, secretary; for the 2025 calendar year. Seconded by DeLeeuw with all members voting in favor and the motion passed.
3. Setting Planning Commission meeting dates for 2025
4. Motion by Timmer to accept the following dates for Wednesday meetings in 2025 at 5:00pm:  
February 26, March 26, April 23, May 28, June 25, July 23, August 27, September 24, October 22, December 3 (November/December is a combined meeting).  
Seconded by Bill Monhollon with all members voting in favor and the motion passed.

10. Adjourn: Grilley adjourned the meeting at 5:22pm.

Lori Stump 4/23/25  
Lori Stump Secretary Date: