

OLIVE TOWNSHIP BOARD OF TRUSTEES/PLANNING COMMISSION
Minutes of the Joint Meeting
December 12, 2017

The meeting was called to order at 7:00 pm by Chairperson Vander Zwaag.

PRESENT

Wayne Vander Zwaag
Dwayne Dreyer
Mitch Veldheer
Al Nienhuis
Randy VanderZwaag
Todd Wolters
Matthew Nienhuis
Steve Kushion, Zoning Administrator

ABSENT

Jerry Geertman
Lona Bronkema

3 members of the public were also present.

Randy VanderZwaag provided a motion to approve the agenda. Motion was seconded by Al Neinhuis and carried unanimously.

- **At 7:04 pm Supervisor Wolters opened the floor for any citizen comments regarding items not on the agenda.**

Rob Rafson, Chart House Energy LLC spoke about PA116 and how solar power fit in with Agriculture Zoning Districts. Mr. Rafson believes that Solar Power is a long term strategy for preservation. Mr. Rafson believes that there will be a large demand for solar power throughout the state

Wayne Kiel spoke about the similarity between farming corn for Ethanol and Solar Farming. Mr. Kiel believes there is a real potential for people to make money with Solar Power.

- **At 7:40 pm Supervisor Wolters invited Ron Bultje, Township Legal Counsel, to give an overview of Planning and Zoning in the Township.**

Mr. Bultje discussed the outline provided to the Boards and discussed future training. (Bultje's handout attached to these minutes.)

- **At 8:10 pm Supervisor Wolters opened discussion of the Township Master Plan.**

There was discussion amongst the Board about potential changes in the upcoming Master Plan. There was a lengthy discussion about public utilities within the Township as well as potential developments and the need for Public water. Supervisor Wolters suggested that the Planning Commission start looking at different sections of the Township for potential changes in the Master Plan in 2019.

- **At 8:30 pm Supervisor Wolters opened discussion regarding the Solar Ordinance.**

Supervisor Wolters discussed the seminar he attended with the MSU Extension office regarding solar power. There was discussion about the different types of solar power and where in the Township we should allow solar power. Net Metering was discussed as well as what the effects on the community would be with an amended ordinance. The issue of the current moratorium was brought up and Supervisor Wolters suggested that ZA Kushion look into different planning firms in the area to help us adopt a new ordinance.

- **At 9:00 pm Vander Zwaag provided a motion to adjourn. Motion was seconded by Nienhuis and carried unanimously.**

Respectfully submitted, Steve Kushion, Zoning Administrator

OLIVE TOWNSHIP
PLANNING COMMISSION
Minutes of the Regular Meeting
December 12, 2017

The meeting was called to order at 7:00 pm by Chairperson Vander Zwaag.

PRESENT

Wayne Vander Zwaag
Dwayne Dreyer
Mitch Veldheer
Al Nienhuis
Steve Kushion, Zoning Administrator

ABSENT

Jerry Geertman

3 members of the public were also present.

Veldheer provided a motion to approve the agenda. Motion was seconded by Dreyer and carried unanimously.

Veldheer provided a motion to approve the minutes of the November 14, 2017 meeting. Motion was seconded by Dreyer and carried unanimously.

- **At 7:01 pm Chairperson Vander Zwaag opened the floor for any citizen comments regarding items not on the agenda.**

No comments.

- **At 7:02 pm Chairperson Vander Zwaag opened new business.**

No New Business

- **At 7:02 pm Chairperson Vander Zwaag opened old business.**

No Old Business

- **At 7:03 pm Chairperson Vander Zwaag opened Planning Commission Member Comment.**

No Comment

- **At 7:03 pm Veldheer provided a motion to adjourn. Motion was seconded by Nienhuis and carried unanimously.**

Respectfully submitted,
Steve Kushion, Zoning Administrator

OLIVE TOWNSHIP
PLANNING COMMISSION
Minutes of the Regular Meeting
November 14, 2017

The meeting was called to order at 7:00 pm by Chairperson Vander Zwaag.

PRESENT

Wayne Vander Zwaag
Dwayne Dreyer
Mitch Veldheer
Jerry Geertman
Al Nienhuis
Steve Kushion, Zoning Administrator

ABSENT

None

3 members of the public were also present.

Veldheer provided a motion to approve the agenda. Motion was seconded by Nienhuis and carried unanimously.

Veldheer provided a motion to approve the minutes of the October 10, 2017 meeting. Motion was seconded by Geertman and carried unanimously.

- **At 7:02 pm Chairperson Vander Zwaag opened the floor for any citizen comments regarding items not on the agenda.**

No comments.

- **At 7:03 pm Chairperson Vander Zwaag opened new business to discuss a possible Solar Power Ordinance revision.**

Supervisor Wolters presented a slide show from a meeting at the MSU extension office regarding solar power. The Board discussed possible revisions in the future and directed Zoning Administrator Kushion to research the process that Howell Township had taken to adopt their ordinance.

- **At 8:07 Chairperson Vander Zwaag opened Special Use Renewal for Dan Disselkoen – 4980 124th Ave. Rental Warehousing.**

ZA Kushion explained that there were a few zoning violations on the property, specifically inoperable vehicles, that need to be dealt with before an approval can be given. Motion to table the item by Geertman. Motion was seconded by Nienhuis and carried unanimously.

- **At 8:10 pm Chairperson Vander Zwaag opened Planning Commission Member Comment.**

There was discussion with Supervisor Wolters about the December joint meeting.

- **At 8:15pm Geertman provided a motion to adjourn. Motion was seconded by Nienhuis and carried unanimously.**

Respectfully submitted,
Steve Kushion, Zoning Administrator

OLIVE TOWNSHIP
PLANNING COMMISSION
Minutes of the Regular Meeting
October 10, 2017

The Meeting was called to order at 7:15 pm by Chairperson Vander Zwaag.

PRESENT

Wayne Vander Zwaag
Dwayne Dreyer
Mitch Veldheer
Jerry Geertman
Todd Wolters, Township Supervisor

ABSENT

Al Nienhuis
Steve Kushion, Zoning Administrator

Veldheer provided a motion to approve the agenda. Motion was seconded by Dreyer and carried unanimously.

Veldheer provided a motion to approve the minutes of the September 12, 2017 meeting. Motion was seconded by Geertman and carried unanimously.

At 7:18 Chairperson Vander Zwaag open the floor for any citizen comments regarding items not on the agenda.

No one was present for comments.

New Business

Planning commission members present discussed with Supervisor Wolters some key questions, comments and concerns in regards to our current Solar Energy Collectors zoning regulations including;

- Possible classifications for Solar Energy Collectors like;
 - Private.
 - Cooperative.
 - Commercial / Industrial.
- Zoning districts where solar collectors should be allowed (is a PUD option available?).
- Lot coverage for the various classifications.
- Size limits for the various classifications.
- Setbacks and screening for the various districts including front, side & rear.
- Assuring maintenance and upkeep for the Solar Energy Collector sites including ground cover and screening.
- Assuring proper cleanup and disposal after the Solar Energy Collector site ceases operation or is decommissioned, possible bonding.
- Any differences in the types of Solar Collectors (thermal, photovoltaic, etc.)
- Assuring no reflective concerns on neighboring lots.
- Restrictions on heights or other visual concerns.
- Etc.

Old Business

None

At 8:02 Chairperson Vander Zwaag open discussion for a special use renewal for M and M Kennels, 5004 116th Ave., Mary Haworth.

Veldheer provided a motion to approve the renewal, seconded by Geertman and carried unanimously.

At 8:07 Chairperson Vander Zwaag opened Planning Commission Meeting for member comment.

There was discussion with supervisor Wolters for a combined meeting with the township board and planning commission members to discuss the Solar Energy Collectors zoning ordinance along with other planning concerns in our December meeting.

At 8:10 Veldheer provided motion to adjourn. Motion was seconded by Geertman and carried unanimously.

Respectfully Submitted;
Dwayne Dreyer, Planning Commission Sectary

OLIVE TOWNSHIP
PLANNING COMMISSION
Minutes of the Regular Meeting
September 12, 2017

The meeting was called to order at 7:00 pm by Chairperson Vander Zwaag.

PRESENT

Wayne Vander Zwaag
Dwayne Dreyer
Mitch Veldheer
Jerry Geertman
Al Nienhuis
Steve Kushion, Zoning Administrator

ABSENT

None

Veldheer provided a motion to approve the agenda. Motion was seconded by Nienhuis and carried unanimously.

Veldheer provided a motion to approve the minutes of the August 8th, 2017 meeting. Motion was seconded by Geertman and carried unanimously.

- **At 7:02 pm Chairperson Vander Zwaag opened the floor for any citizen comments regarding items not on the agenda.**

No comments.

- **At 7:02 pm Chairperson Vander Zwaag opened new business for a Site Plan Review for a new 6,480 Sq. Ft. storage warehouse, CL Construction, 7550 144th Ave, 70-12-18-300-001.**

Brian Lamar for CL Construction described the addition and discussed the current site conditions on the property.

ZA Kushion talked about the lighting, landscaping and future plans for the property.

There was discussion about future access to West Olive Rd. that would be taken up when future phases come before the board. There was also discussion about current uses on the property and retrofitting current lighting to meet the standards of the current zoning ordinance regarding lighting.

Dreyer provided a motion to approve the request with the following conditions, seconded by Geertman and carried unanimously.

1. The applicant is to install any stormwater measures deemed necessary by the Ottawa County Water Resources Commission before a Certificate of Occupancy is obtained on the proposed addition.
2. Any lighting on site must be approved by the Olive Township Zoning Administrator before installation.
3. The building shall be used for store and lock purposes only, no outside storage.

- **At 7:22 pm Chairperson Vander Zwaag opened Planning Commission Member Comment.**

There was discussion with Supervisor Wolters about a moratorium on large scale solar farms in the Township. There was a brief discussion and ZA Kushion stated he would look into local ordinances.

- **At 7:36pm Geertman provided a motion to adjourn. Motion was seconded by Veldheer and carried unanimously.**

Respectfully submitted,
Steve Kushion, Zoning Administrator

OLIVE TOWNSHIP
PLANNING COMMISSION
Minutes of the Regular Meeting
August 8, 2017

The meeting was called to order at 7:02 pm by Chairperson Vander Zwaag.

PRESENT

Wayne Vander Zwaag
Dwayne Dreyer
Mitch Veldheer
Jerry Geertman
Al Nienhuis
Steve Kushion, Zoning Administrator

ABSENT

None

Veldheer provided a motion to approve the agenda as amended. Motion was seconded by Dreyer and carried unanimously.

Veldheer provided a motion to approve the minutes of the July 11th, 2017 meeting. Motion was seconded by Dreyer and carried unanimously.

- **At 7:02 pm Chairperson Vander Zwaag opened the floor for any citizen comments regarding items not on the agenda.**

No comments.

- **At 7:02 pm Chairperson Vander Zwaag opened new business for a Public Hearing for Special Use application from Wayne Kiel of WOK Land Co. LLC for an Agri-business that processes specialty grains located at 13871 Blair St., 70-12-19-200-010.**

Mr. Kiel explained that the proposed tenant would be processing small batches of grains in the building. He stated that there would be 1-2 employees with minimal truck traffic of one to two a week.

There was discussion about the need for this type of business, future expansion, and parking. Mr. Kushion felt that the parking on site was more than adequate and this business was a perfect fit for the property.

Dreyer provided a motion to approve the request, seconded by Nienhuis with the following condition, motion passed unanimously.

1. The Olive Township Fire Chief must review the building for approval of any fire code issues before occupancy.

- **At 7:22 pm Chairperson Vander Zwaag opened Planning Commission Member Comment.**

No member comment

- **At 7:22pm Geertman provided a motion to adjourn. Motion was seconded by Veldheer and carried unanimously.**

Respectfully submitted,
Steve Kushion, Zoning Administrator

OLIVE TOWNSHIP
PLANNING COMMISSION
Minutes of the Regular Meeting
July 11, 2017

The meeting was called to order at 7:00 pm by Chairperson Vander Zwaag.

PRESENT

Wayne Vander Zwaag
Dwayne Dreyer
Mitch Veldheer
Jerry Geertman
Steve Kushion, Zoning Administrator

ABSENT

Al Nienhuis

Veldheer provided a motion to approve the agenda as amended. Motion was seconded by Dreyer and carried unanimously.

Geertman provided a motion to approve the minutes of the May 9th, 2017 meeting. Motion was seconded by Dreyer and carried unanimously.

- **At 7:02 pm Chairperson Vander Zwaag opened the floor for any citizen comments regarding items not on the agenda.**

No comments.

- **At 7:02 pm Chairperson Vander Zwaag opened new business for a Site Plan Review for a 2,390SF addition to an existing building in the light industrial zoning district, Harbor Humane Society, 14345 Bagley St., 70-12-18-100-001.**

Andrew and Jen Aulgur, representing Harbor Humane Society spoke about the need for the addition. They stated that there is no fire protection system on site.

There was discussion amongst the board regarding current parking and that sometimes there seems to be parking on the grass.

ZA Kushion explained that the site currently has a rain garden for storm runoff, but that he would like to have a condition of approval that the stormwater plans be reviewed by the Ottawa County Water Resources Commission (OCWRC).

Geertman provided a motion to approve the request, seconded by Dreyer with the following condition, motion passed unanimously.

2. The applicant is to install any stormwater measures deemed necessary by the OCWRC before a Certificate of Occupancy is obtained on the proposed addition.

- **At 7:15 Chairperson Vander Zwaag opened new business for a Site Plan Review for a 3,000SF addition to an existing building in the light industrial zoning district, AXIS Machine & Tool, 7217 West Olive Rd., 70-12-18-100-001.**

Tim Ebels from AXIS Machine & Tool presented the proposed plans for the addition to the Board.

ZA Kushion talked about landscaping along West Olive Rd. as well as stormwater measures.

Veldheer provided a motion to approve the request, seconded by Geertman with the following conditions, motion passed unanimously.

1. The applicant is to provide the Zoning Administrator with a copy of the landscape plan meeting the standards for section 21.28 for the frontage along West Olive Road before a Building Permit is issued.
 2. The applicant is to install any stormwater measures deemed necessary by the Ottawa County Water Resources Commission before a Certificate of Occupancy is obtained on the proposed addition.
- **At 7:28 Chairperson Vander Zwaag opened a Sand Mine Special Use renewal for Denny's Excavating on 128th Ave, 70-12-17-200-010 and 011.**

ZA Kushion explained that he had received no complaints. Veldheer moved to approve with support from Dreyer. Motion carried unanimously.

- **At 7:29 pm Chairperson Vander Zwaag opened Planning Commission Member Comment.**

No member comment

- **At 7:30 pm Veldheer provided a motion to adjourn. Motion was seconded by Geertman and carried unanimously.**

Respectfully submitted,
Steve Kushion, Zoning Administrator

OLIVE TOWNSHIP
PLANNING COMMISSION
Minutes of the Regular Meeting
May 9, 2017

The meeting was called to order at 7:00 pm by Chairperson Vander Zwaag.

PRESENT

Wayne Vander Zwaag
Al Nienhuis
Dwayne Dreyer
Mitch Veldheer
Jerry Geertman
Steve Kushion, Zoning Administrator

ABSENT

none

Neinhuis provided a motion to approve the agenda. Motion was seconded by Veldheer and carried unanimously.

Veldheer provided a motion to approve the minutes of the April 11, 2017 meeting. Motion was seconded by Nienhuis and carried unanimously.

- **At 7:02 pm Chairperson Vander Zwaag opened the floor for any citizen comments regarding items not on the agenda.**

No comments.

- **At 7:03 pm Chairperson Vander Zwaag opening new business for a Special Use Application from DT Real Estate to expand the parking lot for D Cars in the Commercial zoning district at 9797 Port Sheldon St., 70-12-24-400-082**

DeWain DeCaire presented the request, explaining that they were essentially expanding the parking lot close to the west property line to make room for a larger inventory.

Kushion explained that the zoning on the parcel had changed since it was approved for a car dealership and that the expansion requires a special use permit.

Dreyer stated that his only concern was the drainage on the back of the property and that he would like input as to where the water run-off is going on the site. There was discussion amongst the Board regarding which direction the water runs off of the property and the condition of the drainage ditch on Port Sheldon.

Dreyer provided a motion to approve the request, motion seconded by Geertman with the following conditions.

1. The applicant must maintain a 6 foot green space for landscaping between the edge of the pavement and the west property line.
2. Provide the Township with correspondence from Ottawa County Water Resources approving the drainage proposed on site
3. Any additional lighting on site must be approved by the Zoning Administrator before installation.
4. All landscape screening materials must be approved by the Zoning Administrator before installation.

At 7:25 pm Chairperson Vander Zwaag opened Planning Commission Member Comment.

No member comment.

At 7:30 pm Veldheer provided a motion to adjourn. Motion was seconded by Geertman and carried unanimously.

Respectfully submitted,
Steve Kushion, Zoning Administrator

OLIVE TOWNSHIP
PLANNING COMMISSION
Minutes of the Regular Meeting
April 11, 2017

The meeting was called to order at 7:00 pm by Chairperson Vander Zwaag.

PRESENT

Wayne Vander Zwaag
Al Nienhuis
Dwayne Dreyer
Mitch Veldheer
Jerry Geertman
Steve Kushion, Zoning Administrator

ABSENT

none

Nienhuis provided a motion to approve the agenda. Motion was seconded by Veldheer and carried unanimously.

Veldheer provided a motion to approve the amended minutes of the March 14, 2017 meeting. Motion was seconded by Dreyer and carried unanimously.

- **At 7:02 pm Chairperson Vander Zwaag opened the floor for any citizen comments regarding items not on the agenda.**

No comments.

- **At 7:03 pm Chairperson Vander Zwaag opening new business for a Temporary Seasonal Use for Les Jongerkrijg, 9622 Port Sheldon**

ZA Kushion explained that it was the same request as previous years and that he has received no complaints. Veldheer moved to approve the request, Geertman with support. Motion carried unanimously.

- **At 7:04 Chairperson Vander Zwaag opened a special use renewal for Windy Hill Kennel, Kent and Sherri Merryman, 7552 128th Ave.**

ZA Kushion explained that he had received no complaints. Veldheer moved to approve the request, Geertman with support. Motion carried unanimously

- **At 7:07 pm Chairperson Vander Zwaag opened a Sand Mine Special Use renewal for Todd Ponstein, 14181 Stanton St.**

ZA Kushion explained that he had received no complaints. Veldheer moved to approve with support from Nienhuis that the request be approved with the condition that ZA Kushion inspect the site for compliance. Motion carried unanimously.

- **At 7:10 pm Chairperson Vander Zwaag opened a Sand Mine Special Use renewal for Heyboer/Reenders, Filmore St.**

ZA Kushion explained that he had received no complaints. Veldheer moved to approve with support from Nienhuis that the request be approved with the condition that ZA Kushion inspect the site for compliance. Motion carried unanimously.

- **At 7:07 pm Chairperson Vander Zwaag opened a Special Use renewal for Scott August from August Lighting, 10000 Stanton St.**

ZA Kushion explained that he had received no complaints. Veldheer moved to approve with support from Geertman that the request be approved. Motion carried unanimously.

At 7:15 pm Chairperson Vander Zwaag opened Planning Commission Member Comment.

No member comment

At 7:17 pm Veldheer provided a motion to adjourn. Motion was seconded by Geerman and carried unanimously.

Respectfully submitted,
Steve Kushion, Zoning Administrator

OLIVE TOWNSHIP
PLANNING COMMISSION
Minutes of the Regular Meeting
March 14, 2017

The meeting was called to order at 7:00 pm by Chairperson Vander Zwaag.

PRESENT

Wayne Vander Zwaag

Al Nienhuis

Dwayne Dreyer

Mitch Veldheer

Jerry Geertman

Steve Kushion, Zoning Administrator

ABSENT

none

Dreyer provided a motion to approve the agenda. Motion was seconded by Veldheer and carried unanimously.

Veldheer provided a motion to approve the minutes of the February 14, 2017 meeting. Motion was seconded by Dreyer and carried unanimously.

- **At 7:02 pm Chairperson Vander Zwaag opened the floor for any citizen comments regarding items not on the agenda.**

No comments.

- **At 7:03 pm Chairperson Vander Zwaag opening new business for a Temporary Seasonal Use for Potter Orchards at 13714 Port Sheldon.**

ZA Kushion explained that it was the same request as previous years and that he has received no complaints. Veldheer moved to approve the request, Dreyer with support. Motion carried unanimously.

- **At 7:04 Chairperson Vander Zwaag opened Board Discussion for election of officers.**

Officers would remain Vander Zwaag Chair, Veldheer Vice Chair, and Dreyer Secretary. Nienhuis with a motion to approve, Nienhuis with support. Motion carried unanimously.

At 7:07 pm Chairperson Vander Zwaag opened the floor for Public Comment.

No Public Comment

At 7:10 pm Veldheer provided a motion to adjourn. Motion was seconded by Nienhuis and carried unanimously.

Respectfully submitted,
Steve Kushion, Zoning Administrator

OLIVE TOWNSHIP
PLANNING COMMISSION
Minutes of the Regular Meeting
February 14, 2017

The meeting was called to order at 7:01 pm by Chairperson Vander Zwaag.

PRESENT

Wayne Vander Zwaag
Al Nienhuis
Dwayne Dreyer
Mitch Veldheer
Steve Kushion, Zoning Administrator

ABSENT

Andy Machiela

Veldheer provided a motion to approve the agenda. Motion was seconded by Dreyer and carried unanimously.

Dreyer provided a motion to approve the minutes of the December 13, 2016 meeting. Motion was seconded by Veldheer and carried unanimously.

At 7:02 pm Chairperson Vander Zwaag opened the floor for any citizen comments regarding items not on the agenda.

Supervisor Wolters talked about the water and sewer system and possible future extensions within the Township.

- **At 7:12 pm Chairperson Vander Zwaag opened New Business for a Public Hearing to discuss proposed amendments to the text of the Olive Township Zoning Ordinance, as set forth in Section 25.02, regarding Site Plan Review for changes in use.**

ZA Kushion explained that the current code does not require site plan review for a change in use from residential to commercial or industrial, this amendment would require the Planning Commission to approve all changes in use.

Dreyer provided a motion to approve the proposed amendment. Motion was seconded by Veldheer and carried unanimously.

- **At 7:20 Chairperson Vander Zwaag opened the discussion of Contract Zoning at 13871 Blair St.**

There was discussion about the pending rezoning and what the Planning Commission had sent to the Township Board. ZA Kushion stated that the matter was out of the Planning Commissions hands and was up to Mr. Kiel and whether or not he would accept the contract zoning.

- **At 7:30 Chairperson Vander Zwaag opened the Site Plan Review, Wayne Kiel (WOK Land Company LLC) 13871 Blair St., Parcel Number 70-12-19-200-010.**

No action taken per applicant's request.

SPECIAL USE RENEWALS

- **Ed Hoezee, EH Sales, 9622 Port Sheldon St., Screened printed shirts in Soft Spot parking lot.**

Motion by Veldheer to approve the renewal. Motion was seconded by Nienhuis and carried unanimously.

- **At 7:45 pm Chairperson Vander Zwaag opened the floor for Public Comment.**

There was discussion regarding a joint PC/ZBA and Township Board meeting as well as a brief discussion on Tiny Houses.

- **At 7:55 pm Veldheer provided a motion to adjourn. Motion was seconded by Nienhuis and carried unanimously.**

Respectfully submitted,
Steve Kushion, Zoning Administrator