



Olive Township Planning Commission Meeting

Date: Tuesday, February 3, 2026

Time: 7:00 PM

- 1) Call to Order
 - a) The meeting was called to order by Chair Dreyer at 7:00pm
- 2) Roll Call
 - a) Present: Chair Dreyer, Jerry Geertman, Adrian Meekhof, Dan Raak, Brian Raak, Zoning Administrator: Lori Castello
 - b) Absent: none
- 3) Approval of Agenda
 - a) **Motion:** B. Raak moved to approve the agenda.
 - b) **Second:** D. Raak seconded the motion.
 - c) **Vote:** All in favor. Motion carried
- 4) Approval of Minutes (January 6, 2026)
 - a) **Motion:** D. Raak moved to approve the minutes of the January meeting as corrected, correcting the spelling of the last name to Koetsier.
 - b) **Second:** Geertman seconded the motion.
 - c) **Vote:** All in favor. Motion carried
- 5) Declarations of potential conflict of interest
 - a) No declarations of potential conflict of interest
- 6) General Public Comments:
 - a) No general public comments
- 7) Public Hearings
 - a) Public Hearing for a request from Ken Koetsier, Property Owner, to expand an existing Special Land Use at 11554 Tyler St., also known as parcel number 70-12-22-200-022.
 - i) The Planning Commission discussed the status of the public hearing for a special land use request submitted by Ken Koetsier, noting his recent passing.
 - ii) No information has been received regarding whether a successor intends to proceed with the request.
 - iii) It was noted that special land use approvals run with the land and would apply to any future owner.
 - iv) The Commission agreed to allow additional time for the family to decide how to proceed.
 - v) Motion
 - (1) **Motion:** Meekhof moved to table the item until next month's meeting.
 - (2) **Second:** Geertman seconded the motion
 - (3) **Vote:** All in favor. Motion carried.
- 8) Special Use Renewals/Temporary Seasonal Uses.
 - a) The Planning Commission reviewed a request from Shawn Diemer for renewal of a temporary seasonal special land use for the Soft Spot Produce Stand at 9622 Port Sheldon, parcel number 70-12-25-200-032.

- b) Staff reported no issues or complaints from the previous year and indicated the application was the same as the prior approval.
- c) The Commission discussed parcel identification and confirmed the use would apply to both Parcel Nos. 70-12-25-200-031 and 70-12-25-200-032, consistent with the prior year's approval.
- d) Motion
 - i) **Motion:** Geertman moved to approve the seasonal special land use renewal for the produce stand upon both parcels 70-12-25-200-031 and 70-12-25-200-032.
 - ii) **Second:** B. Raak seconded the motion
 - iii) **Vote:** All in favor. Motion carried.

9) New Business

- a) Commission discussed a directive from the Township Board to define and regulate data centers and reviewed initial educational materials provided by staff.
 - i) Staff explained that the Township is in the early research phase and that additional information, including examples of ordinances from other communities, will be provided following upcoming training.
 - ii) It was noted that data centers are not subject to state preemption and may be regulated as a standard land use, including limitations by zoning district and special use requirements.
 - iii) Commissioners discussed potential regulatory considerations, including zoning location, infrastructure capacity (water, sewer, power), noise, energy and water usage (restricting private water wells & sewer sources), decommissioning, taxation, fire protection and community development agreements.
 - iv) Staff emphasized the importance of developing a legally defensible ordinance and avoiding premature drafting before further research is completed.
 - v) It was noted that a 12-month moratorium adopted by the Township Board is currently in effect, allowing time for study and ordinance development.
 - vi) Consensus was to continue information gathering and revisit the topic at a future meeting once additional materials are available.

10) OLD BUSINESS

- a) Municode update
 - i) Staff reported the Municode update is in progress and expected to be completed by the end of March.
 - ii) Proofs have been reviewed, and the process is now awaiting final printed materials.
- b) Zoning Map draft review
 - i) The Planning Commission reviewed the draft zoning map and discussed discrepancies between versions distributed electronically and those included in meeting packets.
 - ii) Specific discussion focused on parcel zoning along Van Buren Street, including clarification of commercial, industrial, and residential designations.
 - iii) It was noted that some copies reflected outdated information; staff confirmed corrections have been made in the most recent draft.
 - iv) Commissioners raised concerns about inconsistencies between parcel numbers, acreage, zoning designations approved in the posted meeting minutes for the May 1, 2025 meeting.

- v) Staff indicated prior errors were clerical in nature, have been corrected in Township records, and will review website-posted minutes for accuracy.
- vi) Additional minor corrections and formatting updates were identified; staff will issue an updated draft zoning map for further review.

c) Zoning Ordinance Overhaul work:

i) Ordinance pre-hearing review: Private Roads

- (1) Staff presented a revised draft ordinance distinguishing between access easements (serving one parcel) and private roads (serving multiple parcels).
- (2) Proposed standards included right-of-way widths, construction requirements, utility placement, naming conventions, length limits, and parcel limits.
- (3) Discussion covered requirements for engineering, surveys, maintenance agreements, performance guarantees, and fire/emergency access.
- (4) Commissioners discussed roadway width, pavement thickness, sub-base requirements, and whether to reference Ottawa County Road Commission standards.
- (5) It was noted that graphics, charts, and clarifying language will be added to address flag lots, multiple easements, and prohibited configurations.
- (6) Staff will continue refining the draft and return with revisions prior to scheduling a public hearing.

ii) Ordinance discussion: Ag District overall

- (1) No discussion occurred on Agricultural District regulations.
- (2) Topic will remain on the agenda for future consideration.

iii) "Homework" ordinance intro: Home Occupations

- (1) No discussion occurred regarding home occupations.
- (2) Staff indicated this topic will be addressed at a later date following completion of higher-priority ordinance work.

11) PLANNING COMMISSION MEMBER COMMENT & CORRESPONDENCE

- a) Staff reported the Building Permits Report would be provided to the Planning Commission via email.
- b) Staff reported there were minimal splits for the month.
- c) No additional Planning Commission member comments or correspondence were offered.

12) ADJOURNMENT

- a) **Motion:** D. Raak moved to adjourn.
- b) **Second:** Meekhof seconded.
- c) **Vote:** All in favor. Motion carried. Meeting adjourned at 9:02 pm

13) NEXT MEETING DATE

- a) Next meeting scheduled for Tuesday, March 3, 2026