

OLIVE TOWNSHIP  
PLANNING COMMISSION  
Regular Meeting  
January 13, 2015

**The meeting was called to order at 7:30pm by Chairperson Vander Zwaag.**

PRESENT

Dwayne Dreyer

Wayne Vander Zwaag

Andy Machiela

Mitch Veldheer

Terry Hossink

Gregory L. Ransford, Planner

ABSENT

None

Also present was Brent Baumann.

Machiela 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 December 10, 2014 meeting. Motion was seconded by Machiela and carried unanimously.

**At 7:31pm Chairperson Vander Zwaag opened the floor for any citizen comments regarding items not on the agenda.**

There were none.

**At 7:32pm Chairperson Vander Zwaag noted that the first item of business was the J&R Blueberry Farm special use request to amend their migrant housing camp and include the existing dwelling located at 7107 West Olive Road, parcel number 70-12-19-100-006.**

Ransford indicated that the applicant seeks to convert an existing single family dwelling to migrant housing for the purpose of combining the parcel, which is approximately one (1) acre in area, to their existing migrant camp adjacent to the site.

General discussion was held regarding the request.

Hossink – What if the State denies the migrant housing, then what is your plan?

Baumann – We would demolish the house.

Chairperson Vander Zwaag opened the public hearing. There being no comments, Chairperson Vander Zwaag closed the public hearing.

Dreyer – Have we had any complaints on the property?

Ransford – No.

Hossink provided a motion to recommend approval with the condition that the lot is combined with the adjacent migrant camp. Motion was seconded by Machiela and carried unanimously.

**At 7:38pm Chairperson Vander Zwaag noted that the next item of business was text amendments proposed to Section 13.02 and Section 2.02.**

Ransford explained that Section 13.02 is as proposed by the Planning Commission following review from the township legal counsel. Section 2.02 is proposed to be revised to eliminate definitions that reference another definition and create a useless loop. It also proposes to slightly revise the definition of Use, Temporary.

Chairperson Vander Zwaag opened the public hearing. There being no comments, Chairperson Vander Zwaag closed the public hearing.

General discussion was held.

Machiela provided a motion to adopt as proposed. Motion was seconded by Hossink and carried unanimously.

**At 7:42pm Chairperson Vander Zwaag noted that the next item of business was a Temporary Seasonal Use application from Edward Hoezee to sell T-shirts at 9622 Port Sheldon Street, parcel number 70-12-25-20-032.**

Ransford indicated that the application is the same as previous years, with the exception of a proposed sale period containing nine days rather than six and there will not be a banner sign on the trailer. Ransford noted that no complaints have ever been received regarding the use.

General discussion was held.

Machiela provided a motion to recommend approval. Motion was seconded by Veldheer and carried unanimously.

**At 7:45pm Elections of Officers were held.**

Chairperson Vander Zwaag opened the nominations for Chair. Machiela provided a nomination for Vander Zwaag to serve as Chairman. Hossink supported.

There being no other nominations, nominations were closed.

Chairperson Vander Zwaag opened the nominations for Vice-Chair. Hossink provided a nomination for Veldheer to serve as Vice-Chairman. Machiela supported. There being no other nominations, nominations were closed.

Chairperson Vander Zwaag opened the nominations for Secretary. Hossink provided a nomination for Dreyer to serve as Secretary. Machiela supported. There being no other nominations, nominations were closed.

The office of Chairperson was then voted on. Being there were no challengers, Vander Zwaag was awarded the office of Chairperson.

The office of Vice-Chairperson was then voted on. Being there were no challengers, Veldheer was awarded the office of Vice-Chairperson.

The office of Secretary was then voted on. Being there were no challengers, Dreyer was awarded the office Secretary.

**At 7:50pm Chairperson Vander Zwaag sought Planning Commission member comment.**

Discussion was held regarding King Company, the proposed joint meeting with Blendon Township regarding Borculo and signage along US-31 for off-site properties.

**At 7:56pm Machiela provided a motion to adjourn. Motion was seconded by Hossink and carried unanimously.**

Respectfully submitted,

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

OLIVE TOWNSHIP  
PLANNING COMMISSION  
Regular Meeting  
February 10, 2015

**The meeting was called to order at 7:30pm by Chairperson Vander Zwaag.**

PRESENT

Dwayne Dreyer

Wayne Vander Zwaag

Andy Machiela

Mitch Veldheer

Gregory L. Ransford, Planner

ABSENT

Terry Hossink

Also present was Connor Millar, Travis Carini and Zachary Sharkey

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

Machiela provided a motion to approve the minutes of the January 13, 2015 meeting. Motion was seconded by Veldheer and carried unanimously.

**At 7:31pm Chairperson Vander Zwaag opened the floor for any citizen comments regarding items not on the agenda.**

There were none.

**At 7:32pm Chairperson Vander Zwaag noted that the first item of business was the special use application from Connor Millar and Travis Carini to operate Landscape Business and establish an Apartment at 13362 Van Buren Street, parcel 70-12-32-100-035.**

Chairperson Vander Zwaag opened the public hearing.

Ransford explained that the applicant is seeking to establish an apartment along with the Landscape Business at the same property the Township previously approved a Yoga Studio and apartment, however, neither ever began.

Connor – We need to move the landscape business from my house because it has become too big

Veldheer – Are you going to live in the apartment?

Travis – I will.

Chairperson Vander Zwaag closed the public hearing.

Connor – Is the berm needed?

Ransford – An obscuring greenbelt is required because of the dwelling across the street but the

obscuring could be in a number of fashions as accepted by the Planning Commission.

Discussion was held regarding the berm and screening the bark bins.

Dreyer provided a motion to recommend approval of the request with the condition that two rows of evergreen trees staggered six (6) feet apart be placed from the east paved drive to a point at least 40 feet west along Van Buren Street to screen the bark bins, which may be placed anywhere within the staging area south of the evergreen screening. Motion was seconded by Veldheer and carried unanimously.

**At 7:58pm Chairperson Vander Zwaag noted that the second item of business was the special use application from Zachary Sharkey to operate Used Car Sales business at 6702 Blair Lane, parcel 70-12-19-400-022.**

Chairperson Vander Zwaag opened the public hearing.

Ransford explained that the applicant is proposing to operate a Used Car Sales business without any new construction. He proposes to replace the deceased hemlocks and has accommodated customer parking and display areas on the site plan.

Zachary provided a general overview of the proposal.

Dreyer – Will you perform detailing?

Zachary – Not as a retail service but we do detail each of our cars.

Chairperson Vander Zwaag closed the public hearing.

General discussion was held.

Machiela provided a motion to recommend approval as presented. Motion was seconded by Veldheer and carried unanimously.

**At 8:03pm Chairperson Vander Zwaag noted there was no Old Business.**

**At 8:04pm Chairperson Vander Zwaag sought Planning Commission member comment.**

Discussion items included the Holland Charter Township Draft Master Plan, Borculo and US-31.

**At 8:14pm Machiela provided a motion to adjourn. Motion was seconded by Veldheer and carried unanimously.**

Respectfully submitted,

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

OLIVE TOWNSHIP  
PLANNING COMMISSION  
Regular Meeting  
March 10, 2015

**The meeting was called to order at 7:30pm by Chairperson Vander Zwaag.**

PRESENT

Terry Hossink

Dwayne Dreyer

Wayne Vander Zwaag

Mitch Veldheer

Gregory L. Ransford, Planner

ABSENT

Andy Machiela

Hossink 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 10, 2015 meeting. Motion was seconded by Dreyer and carried unanimously.

**At 7:31pm Chairperson Vander Zwaag opened the floor for any citizen comments regarding items not on the agenda.**

There were none.

**At 7:32pm Chairperson Vander Zwaag noted that the only item of business was Electronic Signage and Billboards. Chairperson Vander Zwaag opened the floor for discussion.**

Discussion was held regarding the maximum number of billboards, height restrictions, use, setbacks to residential structures, LED signage, message boards and internal campus signage.

Consensus was reached that the Commissioners would bring important signage and billboard items to the next meeting.

**At 8:09pm Chairperson Vander Zwaag noted there was no Old Business.**

**At 8:10pm Chairperson Vander Zwaag sought Planning Commission member comment.**

Discussion was held regarding commercial requirements.

**At 8:26pm Hossink provided a motion to adjourn. Motion was seconded by Veldheer and carried unanimously.**

Respectfully submitted,

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

OLIVE TOWNSHIP  
PLANNING COMMISSION  
Regular Meeting  
April 14, 2015

**The meeting was called to order at 7:30pm by Chairperson Vander Zwaag.**

PRESENT

Terry Hossink

Dwayne Dreyer

Wayne Vander Zwaag

Mitch Veldheer

Andy Machiela

Gregory L. Ransford, Planner

ABSENT

None

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

Dreyer provided a motion to approve the minutes of the March 10, 2015 meeting. Motion was seconded by Machiela and carried unanimously.

**At 7:30pm Chairperson Vander Zwaag opened the floor for any citizen comments regarding items not on the agenda.**

There were none.

**At 7:31pm Chairperson Vander Zwaag noted that the first item of business was the Potter Orchards Temporary Seasonal Use permit request for 13714 Port Sheldon Street, parcel number 70-12-30-200-012.**

Ransford explained that the request is the same as previous years. Motion was provided by Machiela to recommend approval. Motion was seconded by Hossink and carried unanimously.

**At 7:33pm Chairperson Vander Zwaag noted that the second item of business was the Les Jongekrijg Temporary Seasonal Use permit request for 9622 Port Sheldon Street, parcel number 70-12-25-200-032.**

Ransford explained that the request is the same as previous years. Motion was provided by Hossink to recommend approval. Motion was seconded by Veldheer and carried unanimously.

**At 7:34pm Chairperson Vander Zwaag recognized Ransford to discuss Section 21.18A.**

Ransford explained an inquiry regarding fencing for a hot tub. According to the Zoning Ordinance, not only are swimming pools required to contain fencing but also hot tubs and Jacuzzis. Ransford anticipated that the Planning Commission did not desire fences for hot tubs and Jacuzzis and as a result, presented this matter.

The Planning Commission agreed that fencing should not be required for hot tubs and Jacuzzis.

Hossink noted that he believed sometime between the year 2000 and 2005 that the Planning Commission removed this requirement.

General discussion was held.

Ransford will investigate a past amendment removing this language. If it cannot be verified, consensus was reached to amend the text accordingly at the next opportunity.

**At 7:36pm Chairperson Vander Zwaag recognized Ransford to discuss Section 3.09.**

Ransford explained an inquiry from a large building company regarding the minimum square footage of garages for dwellings as required by the Zoning Ordinance. They indicated they would buy several phases of a development if the minimum did not exist. As a result, Ransford indicated he said he would raise the discussion with the Planning Commission.

General discussion was held. Consensus was reached to not change the Zoning Ordinance.

**At 7:40pm Chairperson Vander Zwaag noted the only item of Old Business was the digital signage and billboards.**

General discussion was held regarding the samples provided. Direction was provided to Ransford to draft a proposed amendment for review at the next meeting with some specific parameters provided.

**At 7:56pm Chairperson Vander Zwaag recognized Ransford to discuss the Wishbone Estates special use renewal.**

Ransford indicated there were no complaints and the fee was paid. Motion was provided by Hossink and seconded by Veldheer to recommend approval. Motion was carried unanimously.

**At 7:57pm Chairperson Vander Zwaag sought Planning Commission member comment.**

There were none.

**At 7:58pm Machiela provided a motion to adjourn. Motion was seconded by Hossink and carried unanimously.**

Respectfully submitted,

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_



OLIVE TOWNSHIP  
PLANNING COMMISSION  
Regular Meeting  
May 15, 2015

**The meeting was called to order at 7:30pm by Chairperson Vander Zwaag.**

PRESENT

Terry Hossink  
Dwayne Dreyer  
Wayne Vander Zwaag  
Mitch Veldheer  
Andy Machiela  
Gregory L. Ransford, Planner

ABSENT

None

Also in attendance was Supervisor Wolters, John from Green Plastics and the applicant

Hossink provided a motion to approve the agenda. Motion was seconded by Machiela and carried unanimously.

Dreyer provided a motion to approve the minutes of the April 14, 2015 meeting. Motion was seconded by Machiela and carried unanimously.

**At 7:31pm Chairperson Vander Zwaag opened the floor for any citizen comments regarding items not on the agenda.**

There were none.

**At 7:31pm Chairperson Vander Zwaag noted that the first item of business was the HDN Holdings, LLC Map Amendment application for 13370 Barry Street, parcel number 70-12-32-300-063.**

Ransford explained that the applicant seeks to rezone the property from the Light Industrial Zoning District to the Heavy Industrial Zoning District. Ransford also noted that the Master Plan appears consistent with the request, the property is capable of accommodating future uses and the proposed district would be compatible with surrounding uses.

Chairperson Vander Zwaag opened the public hearing.

John provided an overview of the request and the need for outdoor storage for a potential tenant, which is not allowed in the Light Industrial Zoning District.

Chairperson Vander Zwaag closed the public hearing.

General discussion was held. Consensus was reached that the existing uses are appropriate in the Heavy Industrial District and that the property can support the district.

Hossink provided a motion to recommend adoption. Motion was seconded by Machiela and carried unanimously.

**At 7:36pm Chairperson Vander Zwaag noted that the second item of business was Section 21.18A.**

Ransford provided an overview regarding the comments of the Building Official and the need for the section. General discussion was held.

Hossink provided a motion to schedule a public hearing to remove the section in its entirety since the Residential Building Code regulates these uses. Motion was seconded by Machiela and carried unanimously.

**At 7:40pm Chairperson Vander Zwaag noted that the third item of business was Digital Signage and Billboards.**

Ransford explained the proposed revisions to the Zoning Ordinance based on previous comments of the Planning Commission and the township attorney.

Discussion was held regarding several sections of the proposed. Consensus was reached to make the measurement of a sign area clearer, to strike Section 24.09Q and 24.09N. Direction was provided to Ransford to update accordingly and return with additional text proposals.

**At 7:59pm Chairperson Vander Zwaag recognized Ransford to discuss the H&R Sands Special Use renewal on Fillmore Street, parcel numbers 70-12-06-100-024, 70-12-06-100-003, 70-12-06-100-019 and 70-12-06-100-004.**

Ransford indicated there were no complaints and the fee was paid. Motion was provided by Hossink and seconded by Veldheer to recommend approval. Motion was carried unanimously.

**At 8:00pm Chairperson Vander Zwaag recognized Ransford to discuss the August Lighting Special Use renewal at 10000 Stanton Street, parcel number 70-12-01-300-043.**

Ransford indicated there were no complaints and the fee was paid. Motion was provided by Hossink and seconded by Machiela to recommend approval. Motion was carried unanimously.

**At 8:01pm Chairperson Vander Zwaag recognized Ransford to discuss the Turkey City Special Use renewal on 136<sup>th</sup> Avenue, parcel number 70-12-17-100-003.**

Ransford indicated there were no complaints and the fee was paid. Motion was provided by Hossink and seconded by Machiela to recommend approval. Motion was carried unanimously.

**At 8:02pm Chairperson Vander Zwaag sought Planning Commission member comment.**

Ransford noted that Robinson Township has provided a sub area plan for 231, which he will review and report any concerns to the Planning Commission.

Supervisor Wolters raised concern regarding the second dwelling that is permitted for farms in the

Agricultural Zoning District and recent potential abuses. The Planning Commission will review at the June meeting.

**At 8:10pm Machiela provided a motion to adjourn. Motion was seconded by Veldheer and carried unanimously.**

Respectfully submitted,

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

OLIVE TOWNSHIP  
PLANNING COMMISSION  
Regular Meeting  
June 9, 2015

**The meeting was called to order at 7:30pm by Chairperson Vander Zwaag.**

PRESENT

Terry Hossink

Dwayne Dreyer

Wayne Vander Zwaag

Andy Machiela

Gregory L. Ransford, Planner

ABSENT

Mitch Veldheer

Also in attendance was Valerie Brynes and Randy VanderPloeg

Hossink provided a motion to approve the agenda. Motion was seconded by Machiela and carried unanimously.

Machiela provided a motion to approve the minutes of the May 15, 2015 meeting. Motion was seconded by Hossink and carried unanimously.

**At 7:31pm Chairperson Vander Zwaag opened the floor for any citizen comments regarding items not on the agenda.**

There were none.

**At 7:32pm Chairperson Vander Zwaag noted that the first item of business was the RDVP Holdings, LLC Map Amendment application for parcel number 70-12-32-300-062.**

Chairperson Vander Zwaag opened the public hearing.

Ransford explained that the applicant seeks to rezone that portion of the property from the LDR District to the Light Industrial District to expand their existing business in the future. The request is consistent with the Master Plan and appears compatible with surrounding districts and uses.

Randy presented that he wants to rezone for future expansion, likely for cold storage of steel.

Chairperson Vander Zwaag closed the public hearing.

General discussion was held.

Dreyer provided a motion to recommend adoption. Motion was seconded by Hossink and carried unanimously.

**At 7:43pm Chairperson Vander Zwaag noted that the second item of business was Section 21.18A.**

Ransford explained that this section is proposed for removal and to be reserved for future use given that the Residential Building Code regulates pools, hot tubs and Jacuzzis.

Chairperson Vander Zwaag opened the public hearing.

There being no public comments, Chairperson Vander Zwaag closed the public hearing.

Hossink provided a motion to recommend adoption. Motion was seconded by Dreyer and carried unanimously.

**At 7:44pm Chairperson Vander Zwaag noted that the next item of business was the Fancy Farm Girl site plan review application to erect signage in the US-31 Overlay District at 13670 Port Sheldon Street, parcel number 70-12-30-200-021.**

Ransford explained that the applicant is seeking three signs, all of which are compliant with the Commercial Zoning District sign regulations, to operate a retail store selling antiques. Ransford noted that if approval is granted, it must be conditioned on administrative approval of the use, which has yet to be provided.

Valerie explained the signs she was seeking. She indicated she would have 40 to 50 vendors for refurbished furniture and home goods. She will be open 10:00am to 7:00pm weekdays and Saturday, with shorter hours on Sunday.

General discussion was held.

Hossink provided a motion to recommend approval. Motion was seconded by Machiela and carried unanimously.

**At 7:50pm Chairperson Vander Zwaag recognized Ransford to discuss Section 5.04A – Permitted Accessory Uses.**

Ransford noted that the Board of Trustees wanted the Planning Commission to review this section, particularly concerning a second dwelling for farm help, following recent potential abuse of the provision.

Hossink noted a few options discussed at the Board. We could eliminate the section entirely; require a minimum amount of acreage or require proof of agricultural operations.

General discussion was held. Consensus was reached to continue discussion at the July meeting.

**At 8:02pm Chairperson Vander Zwaag noted that the only Old Business item is Digital Signage and Billboards.**

Ransford presented the revisions that were performed pursuant to the previous Planning Commission meeting. He also noted that no studies appear to exist regarding the various interests the Planning Commission raised.

Hossink – Did we include a time for the billboard to turn off?

Consensus was reached to include language to require electronic billboards to turn off at a certain time and direction was provided to Ransford.

Dreyer – I would add “manual” to the message board definition in subsection K. Also, I would include electronic message boards in commercial and industrial, if not already in the language.

Hossink – I would delete Section 24.08E.

Hossink – The intersection study is most important to consider.

Ransford will continue searching for any study information.

Consensus was reached to include language as discussed and address the abandonment of a billboard and its removal. Ransford will provide at the next meeting for review.

**At 8:18pm Chairperson Vander Zwaag recognized Ransford to discuss the Dan Disselkoen Special Use renewal at 4980 124<sup>th</sup> Avenue, parcel number 70-12-33-400-019.**

Ransford indicated there were no complaints and the fee was paid. Motion was provided by Hossink and seconded by Machiela to recommend approval. Motion was carried unanimously.

**At 8:19pm Chairperson Vander Zwaag sought Planning Commission member comment.**

Discussion was held regarding a rezoning inquiry

**At 8:28pm Machiela provided a motion to adjourn. Motion was seconded by Hossink and carried unanimously.**

Respectfully submitted,

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

OLIVE TOWNSHIP  
PLANNING COMMISSION  
Regular Meeting  
July 14, 2015

**The meeting was called to order at 7:30pm by Vice-Chairperson Veldheer.**

PRESENT

Mitch Veldheer

Terry Hossink

Dwayne Dreyer

Andy Machiela

Gregory L. Ransford, Planner

ABSENT

Wayne Vander Zwaag

Also in attendance was Supervisor Wolters, Dick Baumann, Willis Brown, Ken Assink, Bruce Reenders, Dan Leeuw, Nicole and Scott Litz and a representative from Landscape Design Services.

Machiela provided a motion to approve the agenda with the addition of R&D Resources as part of the Special Use Renewals section. Motion was seconded by Dreyer and carried unanimously.

Machiela provided a motion to approve the minutes of the June 9, 2015 meeting. Motion was seconded by Dreyer and carried unanimously.

**At 7:31pm Vice-Chairperson Veldheer opened the floor for any citizen comments regarding items not on the agenda.**

There were none.

**At 7:32pm Vice-Chairperson Veldheer noted that the first item of business was the Baumann and Brown Map Amendment application for 13580 and 13586 Port Sheldon Street, parcel numbers 70-12-29-100-009 and 70-12-29-100-002.**

Vice-Chairperson Veldheer opened the public hearing.

Ransford provided an overview of the application and its potential to be consistent the text of the Master Plan although it is contrary to the map. In addition, Ransford noted that the requested zoning district would be compatible with surrounding uses and zones.

Dick Baumann – When was the property rezoned to Commercial?

Ransford – There is no certain date but appears to have been in the 1980s.

General discussion was held regarding previous zoning efforts.

Vice-Chairperson Veldheer closed the public hearing.

Hossink – Does this include Jim Vander Zwaag’s request to rezone?

Ransford – We cannot add him since the notice did not include his property.

General discussion was held.

Machiela provided a motion to recommend adoption. Motion was seconded by Hossink and carried unanimously.

**At 7:40pm Vice-Chairperson Veldheer noted that the second item of business was the Landscape Design Services Site Plan Review application at 7351 West Olive Road, parcel number 70-12-18-300-026.**

Ransford presented the history of the parcel, interconnecting drive relief, the exemption from the US-31 Overlay District because the structure is not adjacent to a right-of-way and the overall request.

General discussion was held regarding interconnecting drives.

Hossink – The drainage on the site is current?

Landscape Design Representative – Yes.

Machiela provided a motion to recommend approval. Motion was seconded by Hossink and carried unanimously.

**At 7:46pm Vice-Chairperson Veldheer recognized Ransford to discuss Section 5.04A of the Zoning Ordinance.**

Ransford noted that the Board of Trustees wants the Planning Commission to be thinking about revisions or elimination of this section.

General discussion was held regarding the elimination of the section or creating measurable standards to prevent abuse.

**At 7:50pm Vice-Chairperson Veldheer recognized Ransford to discuss the proposed signage and billboard text.**

Ransford described the proposed revisions as directed by the Planning Commission.

General discussion was held and consensus was reached to schedule for September public hearing.

**At 7:52pm Vice-Chairperson Veldheer recognized Ransford to discuss the R&D Resources Mining Site Special Use renewal on 128<sup>th</sup> Avenue, parcel number 70-12-17-200-010 and 70-12-17-200-011.**

Ransford indicated there were no complaints and the fee was paid. Motion was provided by Hossink and seconded by Dreyer to recommend approval. Motion was carried unanimously.

**At 7:53pm Vice-Chairperson Veldheer recognized Ransford to discuss the Reenders Mining**



**Site Special Use renewal on Stanton Street, parcel number 70-12-05-200-019.**

Ransford indicated that the fee was paid but there were several complaints regarding hours of operation, the truck route being used and dust.

Bruce Reenders was present to discuss the complaints and how they have been addressed. He indicated that the route has been signed on the back of the site sign for trucks exiting the property. He has been working with Jody Carter at the OCRC to make sure drivers comply.

Ransford – How do you approach handling dust?

Reenders – I put back the soil and plant rye when the sand removal is complete.

Nicole and Scott Litz of 9212 128<sup>th</sup> Avenue – There is a lot of dust from the corner when they pull out and that's a concern.

Reenders – I will abandon that entrance drive and move it further down.

Litz – We also have a lot of snow blowing on our property. Can you put up a snow fence?

Reenders – I will put up a snow fence in the winter for your property.

General discussion was held.

Motion was provided by Dreyer and seconded by Hossink to recommend approval with the condition that the drive is abandoned and a snow fence is erected as discussed. Motion was carried unanimously.

**At 8:01pm Chairperson Vander Zwaag sought Planning Commission member comment.**

Discussion was held regarding a Business Registration Ordinance.

**At 8:06pm Hossink provided a motion to adjourn. Motion was seconded by Dreyer and carried unanimously.**

Respectfully submitted,

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

OLIVE TOWNSHIP  
PLANNING COMMISSION  
Regular Meeting  
September 8, 2015

**The meeting was called to order at 7:30pm by Chairperson Vander Zwaag.**

PRESENT	ABSENT
Mitch Veldheer	None
Wayne Vander Zwaag	
Terry Hossink	
Dwayne Dreyer	
Andy Machiela	
Gregory L. Ransford, Planner	

Also in attendance was Supervisor Wolters, Larry Nienhuis, Brandon Israels, Nancy Carol, Ben Garrison and Scott Oetman.

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

Hossink provided a motion to approve the minutes of the July 14, 2015 meeting. Motion was seconded by Veldheer and carried unanimously.

**At 7:32pm Chairperson Vander Zwaag opened the floor for any citizen comments regarding items not on the agenda.**

Larry Nienhuis inquired regarding electronic signage at South Olive Church.

Jon Lanning from Inontime inquired regarding a potential industrial structure.

**At 7:40pm Chairperson Vander Zwaag noted that the first item of business was a special use application from Israels Property Holdings at 13053 Stanton Street, parcel number 70-12-05-200-041 for a Home Occupation Landscaping business.**

Chairperson Vander Zwaag opened the public hearing.

Ransford provided an overview of the application noting that the applicant's brother-in-law, who works at the company, would be living on the dwelling within the property; that the applicant will also have greenhouses, which are a use-by-right regardless of the business but the applicant wanted to show the entirety of the use and; that the applicant is proposing outdoor storage of materials.

Brandon Israels explained that he has a buy/sell agreement for an adjacent property to attach his own house, if necessary.

Nancy Carol – 13125 Stanton Street – Expressed concern about chemical storage, noise, traffic and hours of operation.

Brandon Israels – We would operate 7:00am to 7:00pm. We only store 20 ounce containers of Round-up that are purchased at the store. We do have calcium chloride for dust control. Our noise will be less than the mining operation because most of the employees go directly to the site.

Ben Garrison – 9397 Freedom Drive – Expressed support for the proposed.

Scott Oetman – 13017 Stanton Street – Expressed support for the proposed.

Chairperson Vander Zwaag closed the public hearing.

Hossink – How close do you live to the property?

Brandon – 400 feet.

Hossink – What kind of outdoor storage will you have?

Brandon – The building will be positioned so the doors face the greenbelt and are screened. We will store mulch, 25 feet or less in height, top soil and screened with two rows of pine trees.

Dreyer – Are you storing salt?

Brandon – Only in the building and off-site.

Veldheer – Is the proposed building size compliant?

Ransford – Yes.

General discussion was held regarding the proposed occupant of the dwelling.

Hossink – Could we require annual review of ownership?

Ransford – Yes.

Hossink provided a motion to recommend approval with the following conditions:

- Maintain screening as presented
- Provide annual evidence of employment for the occupant of the dwelling
- Operation shall be limited from 7:00am to 7:00pm, 7 days a week
- Brand Israels must live on business property within 48 months of approval

Motion was seconded by Machiela and carried unanimously.

**At 8:10pm Chairperson Vander Zwaag noted that the second item of business was the Gene Vander Zwaag Special Use application to amend a special use permit for the operation of a Home Occupation use at 7645 120<sup>th</sup> Avenue, parcel number 70-12-16-200-036 for the purpose of outdoor storage.**

Gene Vander Zwaag noted that he wants to add 48 feet of fence to his existing outdoor storage.

Hossink – What is stored outside?

Gene – Equipment waiting for repair.

Hossink – Did the original approval include outdoor storage?

Ransford – No. We have sent three letters over the years for a continuing violation. We recently cited Mr. Vander Zwaag for illegal storage and the court found him responsible. The court has directed him to comply with the current permit or receive approval, if granted.

Hossink – Why does the area grow if they just need repair?

Gene – It is growing because we are not junking out as much as we should.

Chairperson Vander Zwaag opened the public hearing

Given that there were no comments, Chairperson Vander Zwaag closed the public hearing.

General discussion was held regarding outdoor equipment, fencing and a defined area.

Hossink provided a motion to table the request until the applicant provides a detailed fence location with full enclosure, showing height, type and exact location of the proposed fencing. Motion was seconded by Machiela and carried unanimously.

**At 8:27pm Chairperson Vander Zwaag recognized Ransford to discuss the proposed text amendments to Section 2.02, Section 3.16 and Article 24.**

Ransford provided an overview regarding the definition deletion in Section 2.02 and the deletion of Section 3.16, both because of conflicts with other language and; the revisions to Article 24.

Chairperson Vander Zwaag opened the public hearing.

Larry Nienhuis asked about size restrictions.

Ransford noted that the language indicates a size of 25 square feet in the Agricultural Zoning District with a maximum of ½ of the 25 square feet for electronic signage.

Chairperson Vander Zwaag closed the public hearing.

Hossink provided a motion to recommend adoption. Motion was seconded by Veldheer and carried unanimously.

**At 8:36pm Chairperson Vander Zwaag recognized Ransford to discuss the proposed Business Registration Ordinance.**

Ransford provided an overview that the main purpose of the Ordinance is to require records of fire suppression activity reports for the Township Fire Department. A secondary benefit of the

Ordinance is to confirm compliance with the zoning ordinance regarding use by the Zoning Department.

General discussion was held regarding registration, fees and extent of regulation.

Hossink provided a motion to table the matter and ask the Board of Trustees for more direction regarding the type of businesses. Motion was seconded by Veldheer and carried unanimously.

**At 8:45 Chairperson Vander Zwaag recognized Ransford to discuss Section 5.04A.**

Ransford explained that the Board of Trustees adopted their moratorium and want the Planning Commission to develop text for a recommendation regarding the use of a farm help dwelling.

General discussion was held.

Motion was provided by Hossink to eliminate the second dwelling provision. Motion was seconded by Dreyer and carried unanimously. Direction was provided to Ransford to draft text and schedule for public hearing.

**At 8:50pm Chairperson Vander Zwaag recognized Ransford to discuss the M&M Kennels special use renewal at 5004 16<sup>th</sup> Avenue, parcel number 70-12-34-400-005.**

Ransford indicated that the fee was paid and no complaints were received.

Motion was provided by Veldheer to renew. Motion was seconded by Machiela and carried unanimously.

**At 8:52pm Chairperson Vander Zwaag recognized Ransford to discuss the Berry Bunch special use renewal at 13871 Blair Street, parcel number 70-12-19-200-010.**

Ransford indicated that the fee was not paid and it may be possible the applicant does not wish to renew. No action was taken on the request.

**At 8:53pm Chairperson Vander Zwaag sought Planning Commission member comment.**

Discussion was held regarding a Business Registration Ordinance.

**At 8:54pm Machiela provided a motion to adjourn. Motion was seconded by Veldheer and carried unanimously.**

Respectfully submitted,

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

OLIVE TOWNSHIP  
PLANNING COMMISSION  
Regular Meeting  
October 13, 2015

**The meeting was called to order at 7:30pm by Chairperson Vander Zwaag.**

PRESENT	ABSENT
Mitch Veldheer	None
Wayne Vander Zwaag	
Terry Hossink	
Dwayne Dreyer	
Andy Machiela	
Gregory L. Ransford, Planner	

Also in attendance was Supervisor Wolters and Mike Wiersma.

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

Machiela provided a motion to approve the minutes of the September 8, 2015 meeting. Motion was seconded by Hossink and carried unanimously.

**At 7:31pm Chairperson Vander Zwaag opened the floor for any citizen comments regarding items not on the agenda.**

There were none.

**At 7:32pm Chairperson Vander Zwaag noted that the first item of business was a special use application from Crown Central, LLC and West Michigan Management Services, LLC at 13001 New Holland Street, parcel number 70-12-32-400-006 to operate a New and Use Automobile Dealership and modify the parking for the existing landscape business.**

Chairperson Vander Zwaag opened the public hearing.

Ransford provided an overview of the application noting that Crown proposes to add a couple new display pods and expand the size of some existing pods but otherwise operate the site the same as the previous auto dealership. West Michigan Management Services, LLC proposes to modify the approved parking and building use.

General discussion was held.

Hossink provided a motion to recommend approval of the Crown Central, LLC request. Motion was seconded by Veldheer and carried unanimously.

Hossink provided a motion to recommend approval of the West Michigan Management, Services request. Motion was seconded by Veldheer and carried unanimously.

**At 7:36pm Chairperson Vander Zwaag noted that the second item of business was the Gene Vander Zwaag Special Use application to amend a special use permit for the operation of a Home Occupation use at 7645 120<sup>th</sup> Avenue, parcel number 70-12-16-200-036 for the purpose of outdoor storage. The matter was tabled at the previous meeting.**

Ransford noted that a new site plan was provided, as requested by the Planning Commission. The Planning Commission requested details regarding the exact height, length and type of fence. The site plan was provided in response to that request.

Dreyer noted that the site plan does not identify the type of fence. Commissioners noted they believe it is a wooden privacy fence.

Hossink – I think there is too much outdoor storage in the Agricultural Zoning District.

General discussion was held regarding the size of the outdoor storage area, junk cars, outdoor storage in general and the fencing being erected before approval.

Hossink provided a motion to recommend denial of the outside storage because it is inconsistent with the Special Use Standards and would be junk, which is not appropriate with a home occupation. The motion failed due to lack of support.

General discussion was held.

Machiela provided a motion to recommend approval as presented with conditions of 1 – the fence area shall be located to the west and entirety behind the Old Barn; 2 – the outdoor storage area shall be limited to 1,500 square feet and shall include washers, dryers, dumpsters, vehicles operating or not and any other business item; 3 – No business related items shall be stored outside of the fence, otherwise revocation of the special use permit shall occur. Motion was seconded by Dreyer with Machiela, Dreyer and Veldheer voting in favor, Hossink voting in opposition and Vander Zwaag abstaining because of a conflict of interest.

**At 8:11pm Chairperson Vander Zwaag recognized Ransford to discuss the proposed text amendment to Section 5.04A.**

Ransford noted the minor changes to the Section to remove language permitting a second dwelling for farm help. Consensus was reached to schedule for public hearing.

**At 8:13pm Chairperson Vander Zwaag recognized Ransford to discuss the proposed text amendment to the Signage Article.**

Ransford noted that the signage recommendation was returned to the Planning Commission to review comments from the Township Attorney and discuss the recent United States Supreme Court decision.

General discussion was held regarding the attorney comments and the court decision as well as billboard size.

Dreyer recommended modifying Section 24.02Q to include language that states “as specified in this

Ordinance.” Consensus was reached to make this change.

Consensus was reached to increase the maximum electronic billboard size to 672.

Hossink provided a motion to recommend approval with the changes noted. Veldheer seconded the motion and it carried unanimously.

**At 8:30pm Chairperson Vander Zwaag recognized Ransford to discuss the proposed Business Registration Ordinance.**

Ransford explained that the Board of Trustees minimally wants the proposed ordinance to ensure the proper function of fire suppression systems as well as the overall access to the building in the event of a fire. The Board also noted that they would entertain any recommendation beyond these minimums that is provided.

Hossink noted that the City of Kentwood requires an annual inspection of fire suppression systems in all commercial and industrial buildings.

General discussion was held regarding proof of annual inspections for any building with fire suppression excluding the mechanical room as required by code if the remainder of the building is not required to contain suppression. Ransford was directed to make changes to the proposed ordinance accordingly.

**At 8:41pm Chairperson Vander Zwaag sought Planning Commission member comment.**

Discussion was held regarding Section 18.05 and private road requirements.

**At 8:48pm Hossink provided a motion to adjourn. Motion was seconded by Veldheer and carried unanimously.**

Respectfully submitted,

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_



OLIVE TOWNSHIP  
PLANNING COMMISSION  
Regular Meeting  
November 10, 2015

**The meeting was called to order at 7:30pm by Chairperson Vander Zwaag.**

Present

Terry Hossink  
Mitch Veldheer  
Wayne Vander Zwaag  
Andy Machiela  
Dwayne Dreyer

Absent

None

Veldheer provided a motion to approve the agenda as presented. Motion seconded by Machiela and carried unanimously.

Veldheer made a motion to approve the minutes from the October 13, 2015 meeting. Motion was supported by Machiela and passed unanimously.

There was no one present for public comment.

**At 7:32pm Chairperson Vander Zwaag recognized Hossink** to discuss the proposed text amendment 5.04A – Permitted Accessory Use. Hossink explained that the language had been scheduled for public hearing. General discussion was held. Chairperson Vander Zwaag opened the public hearing. There being no comment, Chairperson Vander Zwaag closed the hearing. Hossink made a motion to adopt the text amendment as presented. Motion was supported by Veldheer and carried unanimously.

**At 7:38pm Chairperson Vander Zwaag recognized Hossink** to discuss the proposed text amendment 18.05 – Public Hearings. Hossink explained that the language had been scheduled for public hearing. Hossink also shared an overview of the proposed text amendment. Chairperson Vander Zwaag opened the public hearing. There being no comment, Chairperson Vander Zwaag closed the hearing. General discussion was held.

Hossink – It's the board's suggestion of having public hearings that are required by statute that both the planning commission and the board present one hearing.

Dreyer – It would be nice to know how other townships are handling the public hearing requirement.

Hossink made a motion to recommend the text change amendment as presented. Motion was supported by Veldheer and carried unanimously.

**At 7:41pm Hossink noted the next item to discuss was the old business of reviewing the text for Private Road Provisions.** General discussion was shared by planning commission members. It was decided to table to next month when Zoning Administrator Kushion was present.

**At 7:46pm Chairperson Vander Zwaag sought Planning Commission member comment.**

Veldheer – questioned why Planning Commission members were no longer emailed the minutes from the township board meetings.

Hossink – shared some potential zoning situations for us to be aware of.

**At 8:02pm Veldheer provided a motion to adjourn.** Motion was seconded by Machiela and carried unanimously.

Respectfully submitted,

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

OLIVE TOWNSHIP  
PLANNING COMMISSION  
Minutes of the Regular Meeting  
December 8, 2015

**The meeting was called to order at 7:30pm by Chairperson Vander Zwaag.**

PRESENT	ABSENT
Mitch Veldheer	None
Wayne Vander Zwaag	
Terry Hossink	
Dwayne Dreyer	
Andy Machiela	
Steve Kushion, Zoning Administrator	

Also in attendance were 4 members of the public.

Machiela provided a motion to approve the agenda. Motion was seconded by Hossink and carried unanimously.

Hossink provided a motion to approve the minutes of the November 10, 2015 meeting. Motion was seconded by Machiela and carried unanimously.

**At 7:31pm Chairperson Vander Zwaag opened the floor for any citizen comments regarding items not on the agenda.**

Kent Ezell, Principal of South Olive Christian School inquired about the possibility of a “billboard” style sign on US-31 advertising South Olive Christian School. There was discussion by the Board about past requests and the location being too close to other Billboards on US-31. Mr. Ezell stated that he would contact Mr. Kushion to discuss options.

John Breslin and Dave Mason from Holland Pallet Repair came before the board to discuss their site before coming to Planning Commission for Site Plan approval in January. The Planning Commission and Zoning Administrator made some suggestions regarding fire safety and screening on the site.

**At 7:45pm Chairperson Vander Zwaag opened Planning Commission member comment on a potential amendment to the Private Road rules.**

There was discussion regarding the regulation to pave private roads in the Township and direction was given to staff to prepare an amendment to the ordinance to allow private roads to be gravel as long as they meet County specifications for a gravel road.

**At 8:02 pm Hossink provided a motion to adjourn. Motion was seconded by Dryer and carried unanimously.**

Respectfully submitted,

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_