

**OLIVE TOWNSHIP  
PLANNING COMMISSION**

Minutes of the Regular Meeting  
December 13, 2022  
7:00 PM

**The meeting was called to order at 7:00 pm by Chairperson Dreyer.**

PRESENT

Dwayne Dreyer  
Al Nienhuis  
Adrian Meekhof  
Brian Raak  
Jerry Geertman  
Steve Kushion, Zoning Administrator

ABSENT

None

5 members of the public present.

At 7:00 Nienhuis moved to approve the agenda. Motion was supported by Meekhof and carried unanimously.

At 7:01 Raak moved to approve the November 9, 2022, meeting minutes. Motion was supported by Nienhuis and carried unanimously.

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

None

NEW BUSINESS

None

- **At 7:10 Chairperson Dreyer opened a Public Hearing for a Special Use Permit for a Home Occupation in the Ag Zoning District for an excavating business, Joel Miedema, 70-12-21-400-019, 6731 120<sup>th</sup> Ave.**

ZA Kushion discussed his memo and talked about site plan and that Joel and his son would be operating the business on the property.

Joel Miedema discussed the location behind the barn where the dump truck and excavation equipment will be stored on the property. Joel believed that they would operate the business over the summer, which was their off season in the Greenhouse.

Open to Public comment.

Curtis Streur, 6684 120<sup>th</sup>, spoke about the fact that he believes there were weddings and hayrides being held on the property.

Nienhuis asked about the newest site plan and said he was fine with the plan as submitted.

There was discussion about employees coming to the property to work for the business. Joel said that there was only one other employee that would be working on the property other than him and his son. There was discussion on whether it was adequately screened, and the Commission felt that it was.

Public hearing closed at 7:38 PM.

Dreyer spoke on the Home Occupation and Special Use Standards and there was discussion amongst the Board that it met all the standards for approval.

At 7:44 Geertman made the motion to approve the request with the following conditions. Supported by Raak and passed unanimously.

1. 1 employee other than family members.
2. No signage.
3. Site plan reviewed annually.
4. Limit of 4 pieces of equipment.
5. No storage of materials from excavation.
6. Outside storage only on the 70'x 70' cement pad to the west of the barn.
7. Screened gate between the barn and the greenhouse required.

- **At 7:45 Chairperson Dreyer opened Master Plan/Request for Proposal draft.**

There was discussion about the proposal and timelines. The Planning Commission directed the Zoning Administrator to have the bidder present a proposed timeline for services.

- **At 8:00 Chairperson Dreyer opened Recording Secretary discussion.**

There was discussion about the current Recording Secretary and if the Planning Commission should hire a Recording Secretary.

Raak suggested that the Township Board discuss hiring a Recording Secretary for the Planning Commission.

OLD BUSINESS

None

SPECIAL USE RENEWALS/TEMPORARY SEASONAL USES

None

## PLANNING COMMISSION MEMBER COMMENT & CORRESPONDENCE

The Planning Commission thanked Todd Wolters for his service as Supervisor.

There was discussion about the zoning and regulatory text amendment, and it not being updated in the Zoning Ordinance. ZA Kushion stated that he was working with the Township Attorney and having discussions with Municode to have all our ordinances in one spot.

Motion to adjourn by Geertman at 8:34 pm, supported by Meekhof and carried unanimously.

Respectfully submitted,  
Steve Kushion, Zoning Administrator

OLIVE TOWNSHIP  
PLANNING COMMISSION

Minutes of the Regular Meeting  
November 9, 2022  
7:00 PM

**The meeting was called to order at 7:00 pm by Chairperson Dreyer.**

PRESENT

Dwayne Dreyer  
Al Nienhuis  
Adrian Meekhof  
Brian Raak  
Jerry Geertman  
Steve Kushion, Zoning Administrator

ABSENT

None

3 Members of the public present.

At 7:00 Nienhuis moved to approve the agenda. Motion was supported by Raak and carried unanimously.

At 7:01 Raak moved to approve the October 11, 2022 meeting minutes. Motion was supported by Nienhuis and carried unanimously.

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

Anita Brown and Penelope Brown from 13651 and 13621 Barry Street spoke about the condition of Barry Street and whether it will be paved.

NEW BUSINESS

- **At 7:10 Chairperson Dreyer opened Master Plan/Request for Proposal draft.**

There was discussion about the request for bids and the Master Plan update. There was discussion about how detailed the plan was and if there needed to be items added. The Planning Commission gave Zoning Administrator Kushion a list of items to add to the proposal. ZA Kushion will send the updated plan to the Township Board for their review, and then back to the Planning Commission for ultimate approval at the meeting in December.

- **At 7:45 Chairperson Dreyer opened discussion about the Inoperable Vehicle Ordinance and Sec. 21.09 of the Zoning Ordinance.**

The Planning Commission directed ZA Kushion to take a look at the current Inoperable Vehicle Ordinance and why it is not in the Zoning Ordinance. ZA Kushion was going to ask Legal Counsel about

the organization of the Code of Ordinances. ZA Kushion said he would research Municode and the possibility of having them host our Code of Ordinances.

#### OLD BUSINESS

None

#### SPECIAL USE RENEWALS/TEMPORARY SEASONAL USES

None

#### PLANNING COMMISSION MEMBER COMMENT & CORRESPONDENCE

There was discussion with the Planning Commission and the ZA about a potential Zoning Ordinance Amendment for Private Roads requiring them to have Planning Commission approval.

Motion to adjourn by Meekhof at 8:20 pm, supported by Raak and carried unanimously.

Respectfully submitted,  
Steve Kushion, Zoning Administrator

**OLIVE TOWNSHIP  
PLANNING COMMISSION**

Minutes of the Regular Meeting  
OCTOBER 11, 2022  
7:00 PM

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

PRESENT

Dwayne Dreyer  
Al Nienhuis  
Adrian Meekhof  
Brian Raak  
Jerry Geertman

ABSENT

Steve Kushion, Zoning Administrator

3 members of the public present, also Paul Sachs and Matthew Chappuies from Ottawa County Department of Strategic Impact present.

At 7:01 pm Meekhof moved to approve the agenda. Motion was supported by Nienhuis and carried unanimously.

At 7:03 pm Nienhuis moved to approve the September 13, 2022 meeting minutes. Motion was supported by Geertman and carried unanimously.

At 7:05 pm Chairperson Dreyer opened the floor for any citizen comments regarding items not on the agenda.

- Concern was expressed by a present township board member regarding timeline of property clean up after a tragedy such as fire. Current timeline is one year, this will be addressed with the Zoning Administrator.

NEW BUSINESS

- At 7:10 pm Paul Sachs and Matthew Chappuies spoke regarding availability of services Ottawa County could provide in updating our current Master Plan.
  - Discussion was held as to how we could work with neighboring townships for utilities, infrastructure, etc. as we revise and update our current plan.
  - Paul and Matthew explained certain issues and concerns that would be beneficial for townships to work together on.
  - A comment was made to keep in mind that our township needs to stay on course with what our residents want as far as how land use is developed. We do not have to follow what other townships are doing.

- The question was asked if the county could keep the township updated on any monies available for infrastructure upgrades that might influence updating the Master Plan.
- Discussion was held on the next phase of the M-231 bypass timing, and how that will affect the township.
- Good discussion was held among all.

#### OLD BUSINESS

- The Zoning Administrator will be providing a sample proposal for a master plan update and approval of bids at the November meeting.

#### SPECIAL USE RENEWALS/TEMPORARY SEASONAL USES

- None

#### PLANNING COMMISSION MEMBER COMMENT & CORRESPONDENCE

- Discussion was held regarding the flyer sent to Olive Township residents regarding the road millage renewal information.

At 8:38 pm Geertman moved to adjourn the meeting. The motion was supported by Meekhof and carried unanimously.

Respectfully submitted,  
Steve Kushion, Zoning Administrator

OLIVE TOWNSHIP  
PLANNING COMMISSION

Minutes of the Regular Meeting  
SEPTEMBER 13, 2022  
7:00 PM

**The meeting was called to order at 7:00 pm by Chairperson Dreyer.**

PRESENT

Dwayne Dreyer  
Al Nienhuis  
Adrian Meekhof  
Brian Raak  
Jerry Geertman  
Steve Kushion, Zoning Administrator

ABSENT

None

1 member of the public present.

At 7:01 Raak moved to approve the amended agenda. Motion was supported by Nienhuis and carried unanimously.

At 7:02 Meekhof moved to approve the June 14, 2022 meeting minutes. Motion was supported by Geertman and carried unanimously.

At 7:03 pm Chairperson Dreyer opened the floor for any citizen comments regarding items not on the agenda.

None

NEW BUSINESS

- **At 7:05 Chairperson Dreyer opened Master Plan Discussion.**

Zoning Administrator Kushion and Chairperson Dreyer discussed where we are in terms of the Master Plan and what information we might need in the future.

There was discussion amongst the Commission as to price, scope, and areas in the Township that should be focused on. The Planning Commission discussed the need for informational maps regarding public utilities, high speed internet, natural gas, etc.



Geertman moved to direct the Zoning Administrator to provide a sample proposal for a master plan update and approval of bids. The motion was supported by Meekhof and carried unanimously.

- **At 7:50 Chairperson Dreyer opened discussion on Tiny Houses/Mother in Law Houses**

There was discussion about Tiny Houses/Mother in Law houses, and there was little reason to address this situation any further. ZA Kushion stated that he would confirm with Legal Counsel that our zoning ordinance adequately addresses minimum square footage.

#### OLD BUSINESS

None

#### SPECIAL USE RENEWALS/TEMPORARY SEASONAL USES

- **Special Use Renewal, M&M Kennels, Mary Haworth, 5004 116th Ave.** Motion to approve by Geertman, supported by Raak and passed unanimously.

#### PLANNING COMMISSION MEMBER COMMENT & CORRESPONDENCE

None.

At 8:04 pm, Meekhof moved to adjourn the meeting. The motion was supported by Raak and carried unanimously.

Respectfully submitted,  
Steve Kushion, Zoning Administrator

OLIVE TOWNSHIP  
PLANNING COMMISSION  
Minutes of the Regular Meeting  
June 14, 2022  
7:00 PM

**The meeting was called to order at 7:00 pm by Chairperson Dreyer.**

PRESENT

Dwayne Dreyer  
Al Nienhuis  
Adrian Meekhof  
Brian Raak  
Steve Kushion, Zoning Administrator

ABSENT

Jerry Geertman

6 members of the public present.

At 7:00 Nienhuis moved to approve the agenda. Motion was supported by Raak and carried unanimously.

At 7:01 Raak moved to approve the May 10, 2022 meeting minutes. Motion was supported by Nienhuis and carried unanimously.

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

None

NEW BUSINESS

None

- **At 7:04 Chairperson Dreyer opened a Public Hearing for a Special Use Permit for a 5,680 Sq. Ft. Mini-warehouse in the Commercial Zoning District, DeWain DeCaire, 70-12-24-400-082, 9797 Port Sheldon St.**

DeWain DeCaire discussed the request and the changes that were made to the site plan after the first meeting. There was discussion amongst the board and the applicant about the changes that were made to the site plan.

Wade Byxbe, 6550 Rooster Lane, stated that he didn't feel that there was adequate area for trucks to turn around at the proposed site.

There was discussion about the Planning Commission about the drainage on site. There were questions about additional signage and what the use of the building would be.

Raak questioned whether or not the applicant could get a semi or a gooseneck trailer into the parking lot and get it turned around adequately. There was discussion over the landscaping and stormwater

management on site. DeCaire stated that the Ottawa County Health Department has approved the plans for the restrooms on site.

Kushion read over the concerns that the Planning Commission had after the first meeting and felt that the Planning Commission and applicant had responded to the concerns adequately.

Nienhuis talked about both parties and felt like in the end he couldn't deny the request, even though he felt like this wasn't the best place for it. He also spoke on how Borculo was seasonally wet with a high-water table and he felt like it was a great looking building, however he was against cars unloading on the private drive.

There was discussion about the building itself, Mr. DeCaire stated that it was post frame with 2x6 metal siding and a shingled roof, grey siding and black roof.

Motion to approve by Dreyer, with conditions, supported by Meekhof and passed unanimously. 4-0

Conditions:

1. Uses in the building limited to general personal storage, cars, boats, and RV's. No Commercial Business operations are to be run out of the storage suites.
2. Fire Chief approval of ingress and egress.
3. Ottawa County Water Resources approval of the site drainage plan.
4. Surety bond or letter of credit submitted in the amount of the required landscaping on the site.
5. Well and Septic permits must be submitted with Building Permit.
6. Outdoor lighting approved by the Zoning Administrator before Building Permit is issued.
7. Noise level at property line not to exceed 80 decibels.
8. Approval of the site plan presented including the green belt as shown dated 06/09/22.
9. The requirement to follow all off street loading and unloading, following section 23.05 ordinance.

#### SPECIAL USE RENEWALS/TEMPORARY SEASONAL USES

None

#### PLANNING COMMISSION MEMBER COMMENT & CORRESPONDENCE

None

Motion to adjourn at by Meekhof at 8:20 pm, supported by Raak and carried unanimously.

Respectfully submitted,  
Steve Kushion, Zoning Administrator

OLIVE TOWNSHIP  
PLANNING COMMISSION  
Minutes of the Regular Meeting  
May 10, 2022  
7:00 PM

**The meeting was called to order at 7:00 pm by Chairperson Dreyer.**

PRESENT

Jerry Geertman  
Dwayne Dreyer  
Al Nienhuis  
Adrian Meekhof  
Brian Raak  
Steve Kushion, Zoning Administrator

ABSENT - None

8 Members of the public present.

- **At 7:00 Raak moved to approve the amended agenda. Motion was supported by Geertman and carried unanimously.**
- **At 7:02 Geertman moved to approve the April 12, 2022 meeting minutes. Motion was supported by Nienhuis and carried unanimously.**
- **At 7:03 pm Chairperson Dreyer opened the floor for any citizen comments regarding items not on the agenda.**

None

NEW BUSINESS

- **At 7:04 Chairperson Dreyer opened a Public Hearing for a Special Use Permit for a 5,680 Sq. Ft. Mini-warehouse in the Commercial Zoning District, DeWain DeCaire, 70-12-24-400-082, 9797 Port Sheldon St. 4 items of correspondence were submitted and attached to the minutes.**

Zoning Administrator Kushion outlined the request and covered the review memo that was provided to the Planning Commission.

Public Comment-

Jack Dekker, 6433 Rooster Lane, talked about the landscape plan and feels the car lot takes in a lot of vehicles. He stated that the car lot has used the Private Road in the past to drop off vehicles. He is opposed to the request.

Lisa and Duane Byxbe, 6517 Rooster Lane, her concern is the same as Jack and doesn't believe they are mini warehouses. She questioned the uses in the building.

Rachel Byxbe, 6550 Rooster Lane increased traffic that will be brought on by the building.

Randy Ensing, 9741 Port Sheldon, is concerned about it being sold as a high-end storage.

There was discussion amongst the Planning Commission about the landscape plan, building appearance, drainage plan, circulation of vehicles on the property, and how the 2 special uses on the property will affect each other.

The Planning Commission requested that the Zoning Administrator meet with the applicant, who was absent from the meeting, and discuss the following-

- Building uses allowed
- Fire Chief Approval
- Knox Box
- OCWR approval
- Well and Septic Permit approval
- Building Façade and height, elevation discrepancies
- Approved greenbelt, 18-07B needs to be staggered.
- Site lighting
- Off street loading and unloading 23.05
- Signage
- Dumpster

Motion to table by Nienhuis, supported by Raak for the applicant to provide more information. Motion passed unanimously.

#### OLD BUSINESS

None

#### SPECIAL USE RENEWALS/TEMPORARY SEASONAL USES

- **Special Use renewal for Turkey City Partnership to operate a sand mine in the RR zoning district at approximately 7796 136<sup>th</sup> Ave. on parcel numbers 70-12-17-100-003 and 70-12-17-200-001. The mine is located east of 136<sup>th</sup> Ave, on the south side of Polk Street.**

Motion to approve by Nienhuis, supported by Raak and carried unanimously.

- **Special Use Renewal for Heyboer/Reenders (H & R Sand Mine) to operate a sand mine in the RR District, East of 144<sup>th</sup> Avenue on the South side of Fillmore Street. Parcels 70-12-06-100-024, 70-12-06-100-003, 70-12-06-100-019 & 70-12-06-100-004.**

Motion to approve by Meekhoff, supported by Raak and carried unanimously.

#### PLANNING COMMISSION MEMBER COMMENT & CORRESPONDENCE

None

Motion to adjourn at 8:05 by Meekhoff,, supported by Raak and carried unanimously.

Respectfully submitted,  
Steve Kushion, Zoning Administrator

OLIVE TOWNSHIP  
PLANNING COMMISSION  
Minutes of the Regular Meeting  
April 12, 2022

**The meeting was called to order at 7:00 pm by Chairperson Dreyer.**

PRESENT

Jerry Geertman  
Adrian Meekhof  
Brian Raak  
Dwayne Dreyer  
Al Nienhuis  
Steve Kushion, Zoning Administrator

Absent- None

1 member of the public present.

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

Raak provided a motion to approve the minutes of the March 8, 2022 meeting. Motion was seconded by Geertman and carried unanimously.

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

No comments.

- **At 7:02 Chairperson Dreyer opened the public hearing for a proposed rezoning/map amendment for Wayne Kiel (WOK Land Company LLC) to rezone a parcel in the Agricultural Zoning District to Commercial at 13871 Blair St., Parcel Number 70-12-19-200-010.**

The applicant contacted the Zoning Administrator and has requested that this item be removed from the agenda and is no longer pursuing rezoning.

- **At 7:06 pm Chairperson Dreyer opened a Temporary Seasonal Use, Chuck Friese from TNT Fireworks, Seasonal Sales from June 17<sup>th</sup> through July 5<sup>th</sup> at 13714 Port Sheldon St.**

Motion to approve by Geertman to approve the request with the condition that it be approved by the Fire Chief and meet all state guidelines for fireworks businesses. Motion was seconded by Raak and passed unanimously.

- **At 7:21 pm Geertman provided a motion to adjourn. Motion was seconded by Raak and carried unanimously.**

Respectfully submitted,  
Steve Kushion, Zoning Administrator

OLIVE TOWNSHIP  
PLANNING COMMISSION  
Minutes of the Regular Meeting  
March 8, 2022

**The meeting was called to order at 7:00 pm by Chairperson Dreyer.**

PRESENT

Jerry Geertman  
Adrian Meekhof  
Brian Raak  
Dwayne Dreyer  
Al Nienhuis  
Steve Kushion, Zoning Administrator

Absent- None

4 members of the public present.

Geertman provided a motion to approve the agenda. Motion was seconded by Raak and carried unanimously.

Raak provided a motion to approve the minutes of the November 9, 2021 meeting. Motion was seconded by Geertman and carried unanimously.

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

No comments.

- **At 7:05 Chairperson Dreyer opened the public hearing for a proposed rezoning/map amendment for Wayne Kiel (WOK Land Company LLC) to rezone a parcel in the Agricultural Zoning District to Commercial at 13871 Blair St., Parcel Number 70-12-19-200-010.**

There was discussion over the parcel and what can be done there currently, and what would need to be done if there was a change to commercial as opposed to keeping it Ag.

Wayne Kiel discussed the property and that he has had multiple inquires for commercial use over the last few years.

There was discussion about the house and it being livable. Nienhuis stated that he feels the home would need to go if the Commercial zoning were to be approved. They discussed uses in the Commercial zoning district as well as the need for Site Plan Review for all new commercial businesses. There was discussion about the Master Plan and where the property might go in the future.

Geertman made a motion to table the request. Motion was seconded by Raak and carried unanimously.

- **At 7:50 pm Chairperson Dreyer opened site plan review for a 11,970 Sq. Ft. storage building, Miedema Metal Buildings (Alex Miedema) for DeWind Onepass, 13444 Barry St., 70-12-32-300-034.**

There was discussion about the outside of the building as well as what it would be used for. There was discussion about the surrounding properties and the drainage area.

Nienhuis made a motion to approve the request. Motion was seconded by Raak and carried unanimously.

- **At 8:05 pm Chairperson Dreyer opened a Special Use Renewal for a dog kennel, Kent and Sherri Merryman, 7552 128<sup>th</sup> Ave.**

Nienhuis made a motion to approve the request. Motion was seconded by Raak and carried unanimously.

- **At 8:06 pm Chairperson Dreyer opened a Temporary Seasonal Use, Andrew Machiela, Seasonal Sales from May 1 to December 20 at 9622 Port Sheldon St.**

Geertman made a motion to approve the request. Motion was seconded by Raak and carried unanimously.

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

Respectfully submitted,  
Steve Kushion, Zoning Administrator