

**South Haven Charter Township
09761 Blue Star Hwy, South Haven**

**Planning Commission
SPECIAL workshop**

**April 1, 2026
5:00-6:45PM**

Call to Order

Role Call

Public Comments

Workshop

- a. Brad Kotrba, Williams and Works, continue Zoning Ordinance update;
Site plan review, signs, parking, lighting, landscape

Public Comment / Commissioner Comments

Adjournment

South Haven Charter Township
09761 Blue Star Hwy, South Haven MI 49090

Planning Commission
April 1, 2026 7:00PM
Agenda

Call to Order

Role Call

Approval of the Agenda

Approval of the previous meeting Minutes – March 4, 2026

Public Comments on Non-Agenda Items

Public Hearing - none

New Business

- a. Anything that may come before the commission

Unfinished Business

- a. Continue update Zoning Ordinance; Site plan review, signs, parking, lighting, landscape
- b. Anything that may come before the commission

Staff & Subcommittee Reports/Discussion

- a. Township Board
- b. Zoning Board of Appeals
- c. Zoning Administrator

Public Comment

Commissioner Comments

Adjournment

**SOUTH HAVEN CHARTER TOWNSHIP
PLANNING COMMISSION
MINUTES**

Wednesday, March 4, 2026

Draft

Special Zoning Ordinance Workshop 5:00pm

Call to Order: 5:00 PM

Public Comment – none

Workshop – continue draft Special Land Uses

Public Comment / Commissioner Comment – none

Adjourn 6: 45PM

Regular meeting

1) Call to Order: 7:00 PM

2) Role Call:

Tippman - present

Kiry – absent, excused

Odland - present

Meyer – present

Poole – present

Dibble – present

Nicol – present

Motion by Poole to excuse Kiry, second by Nicol, 6-0 yes, motion passed.

Zoning Administrator: Tasha Smalley

Audience: Brad Kotrba, Williams and Works

3) Approval of the Agenda

Smalley requested to amend the agenda to add SolAmerica extension request to New Business. Motion by Poole to approve the agenda with addition, second by Tippman, 6-0 yes, motion passed.

4) Approval of the Minutes

Motion by Nicol to approve the minutes as presented, of February 4, 2026, second by Dibble, 6-0, yes motion passed.

5) Public Comment non-agenda items - Frank Scimeca, 72nd St, stated the Township sent a letter of violation for having camp sites on his property. He referenced the State of Michigan Campground rules, definition for campground – in part... having 5 or more sites. He has (had) 4 sites, but the ordinance does not allow that. He stated he would like the Planning Commission to review the ordinance(s) and make provision to allow for this type of camping, camp sites.

6) Communications / Correspondence - none

7) Public Hearing - none

8) New Business –

SolAmerica, 73rd St / M43, 80-17-014-021-00, submitted a letter to request extension. The PC approved Nov 2024.

Expiration: Final site plan approval shall expire if no permits have been obtained within twelve (12) months except for projects requiring state or federal approval. Projects requiring approval from a higher level of government shall obtain local construction or earth moving permits within twelve (12) months of the date of approval from the specified government agency.

The project requires higher governmental approval(s), which have not been obtained. Per the request the project should get started this year. Motion by Tippman to accept the request for extension, second by Meyer, 6-0, yes motion passed.

**9) Unfinished Business – Continue zoning ordinance update, Brad Kotrba, Williams and Works
Draft Special Land Uses, finished up this section**

10) Staff & Subcommittee report

- a. Board report – Poole – The Board would like to continue to be the final approval body for Special Uses. Tree removal will begin on 73rd St. Senior Service apartments on M-140 did not receive funding, working on next round. Lighthouse Apts on 73rd requested PILOT to be 1% instead of 4%.
- b. Zoning Board of Appeals – Tippman – no meeting
- c. Zoning report – Smalley – as of today, nothing for April meeting

11) Commissioner Comments and Public Comment

12) Adjournment

at 8:15 pm

Respectfully Submitted by:

Tasha Smalley

Zoning Administrator/Recording Secretary

SOUTH HAVEN CHARTER TOWNSHIP
Draft MINUTES OF REGULAR MEETING
WEDNESDAY, MARCH 11, 2026

Present: Stein, Poole, Wiatrowski, Fisher, Bertorelli and Lewandowski

Absent: DeGrandchamp

Meeting was called to order by Supervisor Stein at 7:30 p.m.

Motion by Wiatrowski, supported by Poole, to approve the Minutes of the February 11, 2026 Regular Meeting as presented. All voted in favor. Motion carried.

Captain Brian Montgomery was in attendance and gave a report for SHAES. Chief Adam DeBoer reported for SHPD and **Gayle Gladney** reported for the Van Buren County Commission. **Dave Rozman** from Habitat for Humanity spoke about the Home Repair Grants in Van Buren County.

Motion by Lewandowski, supported by Fisher, to approve the Agenda. All voted in favor. Motion carried.

Supervisor Stein pointed out that several Affordable Housing items were in New Business. Clerk Bertorelli reported that there have been six applications submitted for STR and Trustee Wiatrowski reported that there were some clarifications he would like to make to the application and both hoped that Granicus is ready to start handling more of the paperwork.

Dave Rozman from Habitat for Humanity spoke about doing a future affordable housing project in South Haven Township. Supervisor Stein reported that the township owns 7 acres that could be used for future development. He also reported that zoning changes that are in the works could help facilitate future developments. He also discussed ways to keep properties affordable in this type of development.

Motion by Poole, supported by Wiatrowski, to support the Township Supervisor in pursuing an affordable housing plan at this location. All voted in favor. Motion carried.

Motion by Lewandowski, supported by Fisher, to adopt Resolution 26-05 regarding LED traffic control devices and allow installation of solar lit traffic signs on the corner of 72nd Street and 16th Avenue. All voted in favor by roll call vote. Motion carried.

Dawn Hinz was in attendance to discuss the need for road usage during a Multisport Event being held at Lake Arvesta. On May 15th a portion of 8th Avenue will need to be used for a running event from 9 to 11 a.m.

Motion by Wiatrowski, supported by Poole, to allow, by Resolution the usage of 8th Avenue during the hours of 9 a.m. to 11 a.m. on May 15, 2026, for a sporting event. Event planners were directed to notify residents of the event and it was

recommended they use door tags, and to direct SHPD to participate to keep everyone safe. All voted yes by roll call vote. Motion carried.

Motion by Wiatrowski, supported by Bertorelli, to create a letter of support and send copies to all state government representation opposing the State House Bills circulating to remove local control of zoning. All voted in favor. Motion carried.

Board members received a packet regarding Land Division Amendments from the Zoning Administrator. Members wished to spend more time reviewing the material and postpone any action until the next board meeting.

Clerk Bertorelli reported that South Haven Township received the Marijuana Excise Tax revenue. It was around \$162,000.00.

Lawn Maintenance contract was postponed until the April Board Meeting.

Brennon Davis from Wallick Group was in attendance to talk about the Lighthouse Ridge project and the need to reduce the Pilot amount from 4% to 1%. Supervisor Stein presented the economic impact of this request. Currently the empty fields yields about \$40.00 a year in general tax revenue in the township. With the increase in residents we will get around \$109.00 a year per resident in State Constitutional Revenue Sharing along with the 1% Pilot revenue.

Motion by Poole, supported by Lewandowski, to amend the Pilot from 4% to 1% for Lighthouse Ridge and to direct the township attorney to facilitate these changes. All voted in favor. Motion carried.

Diane Rigozzi of Van Buren Senior Services was in attendance to present a Donation Agreement document that needed approval for the Sunset Grove housing project.

Motion by Wiatrowski, supported by Fisher, to approve the Donation Agreement. All voted yes by roll call vote. Motion carried.

Motion by Poole, supported by Wiatrowski, to adopt Resolution 26-06 to introduce Ordinance 173 amending Ordinance 172 to change the language on that Ordinance for the PUD and Rezoning of Lighthouse Apartments. All voted in favor by roll call vote. Motion carried.

Reports from various committees and authorities were received. W.C. Askew was in attendance for the Road Commission. Diane Rigozzi reported for Senior Services.

Motion by Fisher, supported by Lewandowski, to approve payment of anticipated bills in the amount of \$91,902.42. All voted in favor by roll call vote. Motion carried.

Meeting adjourned at 8:58 p.m.

Brenda Bertorelli, Clerk

Ross Stein, Supervisor