

CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
PLANNING COMMISSION
MEETING AGENDA
September 15, 2026

Notice and agenda of the regular Planning Commission Meeting at 7:00 p.m. to be held at the Grand Haven City Council Chambers, 519 Washington Avenue. Planning Commissioners unable to attend the meeting are requested to contact the Planning Department at 616-935-3276 prior to the meeting.

1. MEETING CALLED TO ORDER

2. ROLL CALL: Amy Kozanecki, Dan Borchers, Chair Joe Pierce, Bill Ellingboe, Secretary Magda Smolenska, Vice-Chair Jennifer Smelker, Scott Blakeney, Joe Filippelli

3. APPROVAL OF MINUTES – August 11, 2026

4. APPROVAL OF AGENDA

5. CALL TO AUDIENCE – ONE OF TWO OPPORTUNITIES

6. PUBLIC HEARINGS

7. NEW BUSINESS

- A. Case 26-29:** Site Plan review for new driveway and site improvements at 700 Robbins Rd. (parcel #70-03-33-100-090)
- B. Case 26-30:** Pre-application for a mixed-use development at 601 S. Beechtree St. (parcel #70-03-28-277-017)
- C. Case 26-31:** Pre-public hearing for a special land use for an event center and site plan review for residential above retail at 224 Washington Ave. formerly the Grand Haven Jewelry Building (parcel #70-03-20-436-011)
- D. Zoning Text Amendment:** Towing & Recovery Facility

8. OLD BUSINESS

9. ZONING BOARD OF APPEALS LIAISON REPORT

10. CITY PLANNER REPORT – Case 26-16: 26 Edward STR SLU

11. COMMISSIONER COMMENTS

12. CALL TO AUDIENCE – SECOND OPPORTUNITY

13. ADJOURNMENT

**CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
PLANNING COMMISSION
SPECIAL WORK SESSION MINUTES
TUESDAY, AUGUST 11, 2026**

The special work session of the Grand Haven Planning Commission was called to order by Chair Joe Pierce at 6:00 pm. Upon roll call, the following members were present:

Present: Chair Joe Pierce, Dan Borchers, Joe Filippelli, Vice Chair Jennifer Smelker, Secretary Magda Smolenska

Absent: Amy Kozanecki, Scott Blakeney

Also Present: City Planner Brian Urquhart, Mayor Bob Monetza, City Manager Ashley Latsch, Assistant City Manager Dana Kollwehr, and members of the public.

Presentation

Urquhart presented the case. The Centertown Vision Plan was a long-time process with our Steering Committee that included surveys, Steering Committee meetings, and public engagement/feedback.

Scott Blakeney arrived at 6:03 pm

Kevin Garcia and Aayoush Patel from McKenna Consultants presented the Centertown Vision Plan. The plan came after months of extensive public engagement in early 2026 and is an extension to the Centertown Vision Plan that was started back in 2014. They broke down the progress that has happened since the initial plan and then went through the new plan that was created.

The current draft plan includes updates from Master Plans after 2014. The draft plan includes detailed building types, potential parking both in lots and on street, shows a city center that would be outdoors surrounded by townhouses and businesses, and details key streets that create the shape of Centertown. The plan also details priorities and design intentions.

Commissioners' feedback included questions regarding parking considerations and Beacon Blvd as a barrier in Centertown. Commissioners expressed desire to make sure this plan gets implemented. There was also discussion on potentially unifying the zoning districts in Centertown.

Adjournment

The meeting was adjourned by **Chair Pierce** at 6:51 pm.

Amy Vos, Deputy City Clerk

**CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
PLANNING COMMISSION MINUTES
TUESDAY, AUGUST 11, 2026**

The regular meeting of the Grand Haven Planning Commission was called to order by Chair Joe Pierce at 7:00 pm. Upon roll call, the following members were present:

Present: Amy Kozanecki, Chair Joe Pierce, Dan Borchers, Scott Blakeney, Joe Filippelli, Vice Chair Jennifer Smelker, Secretary Magda Smolenska

Absent:

Also Present: City Planner Brian Urquhart, Mayor Bob Monetza, City Manager Ashley Latsch, Assistant City Manager Dana Kollewehr, and members of the public.

Approval of Minutes

Motion by **Smelker**, seconded by **Smolenska**, to approve the minutes of the July 14, 2026, meeting.

All ayes. **Motion passes.**

Approval of Agenda

Motion by **Kozanecki**, seconded by **Smelker**, to approve the agenda.

All ayes. **Motion passes.**

Call to the Audience: First Opportunity

No one spoke.

Public Hearings

A. Case 26-26: Special land use, site plan review, and sensitive area overlay for an eating and drinking establishment, and retail/office building for the Chinook Pier development located near 301 N. Harbor Dr. (parcel #70-03-20-280-025).

Smolenska recused herself for the next two cases.

Urquhart presented the case. Callen Engineering and Architektura, on behalf of applicant Copper Rock Construction, submitted a site plan, special land use and sensitive area overlay application for the development of Chinook Pier at 301 N. Harbor Dr. (parcel #70-03-20-280-025). This request shall serve as the primary local approval of the site layout and proposed uses for Chinook Pier, contingent upon any requirements within the lease agreement and/or development agreement.

Small changes were made to the preliminary plan that we saw at the July meeting. Most notably the farmers market is now inside of the multipurpose building. The site plan also includes details on lighting, connectivity for non-motorized pedestrians, signage, dumpster enclosures, and the miniature golf course.

No correspondence has been received at this time.

Planning Commission Meeting Minutes

August 11, 2026

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Greg Taylor from Copper Rock went into detail explaining the current site plan to commissioners and he highlighted all the changes that were made to the site plan since the July 2026 meeting.

Chair Pierce opened the public hearing at 7:14 p.m.

No one spoke.

Motion by **Blakeney**, seconded by **Borchers**, to close the public hearing.

All ayes. Public Hearing closed at 7:15 p.m.

Discussion between commissioners included cohesiveness of lighting, landscaping, open green spaces, food trucks, the future of the sailing building, and the future of the mini golf course.

City Manager, Ashley Latsch, responded to commissioner's questions regarding communication of the project to residents and/or the DDA. She stated that engagement happened during the RFP process.

Mayor, Bob Monetza, responded to the commissioner's concerns stating that he sits on the MSDDA board and they have discussed Chinook Pier at length and are excited. He also stated that this is filling a vacancy left from the old building.

Assistant City Manager, Dana Kollwehr, answered questions regarding the sailing club and the Farmers Market.

Motion by **Smelker**, seconded by **Blakeney**, to approve case 26-26, special land use, site plan review, and sensitive area overlay for an eating and drinking establishment, and retail/office building for the Chinook Pier development located near 301 N. Harbor Dr. (parcel #70-03-20-280-025) with the information as submitted along with the following conditions:

1. Final exterior cladding materials, color, design and lighting for the buildings shall be approved by the Planning Commission during a subsequent meeting, but approval shall be prior to any demolition and/or grading occurring on site.
2. Mini-golf location shall be finalized, which can be approved administratively.
3. Specific details of the dumpster enclosure material be submitted to City staff for review/approval.
4. A photometric lighting plan be submitted and approved administratively.

Roll Call Vote.

Yeas: Kozanecki, Filipelli, Blakeney, Smelker, Pierce

Nays: Borchers

Abstain: Smolenska

Motion passed 5-1.

New Business

A. Case 26-25: Site plan review for 5-dwelling unit addition to 211-213 Washington Ave. (parcels #70-03-20-432-011 & #70-03-20-432-012)

Urquhart presented the case. Kirsten Runchske of Architektura on behalf of property owner BBH LLC, has submitted a site, conceptual, and elevation plans for the proposed residential above retail development at 211-213 Washington Ave. (parcels #70-0320-432-011 & 70-03-20-432-012). 211 Washington Ave. is a two-story structure, with residential units above the retail space. 213 Washington Ave. is a single-story structure currently the home of Blueberry Haven. The proposal is to demolish both buildings, and construct one building, continuing the retail space on the ground level with 2 tenant retail spaces, and 5 residential condo units on the 2nd and 3rd stories.

The plans also include an enclosed garage with lifts, common rooftop deck, and deck patios overlooking Washington Ave. The proposed building will take advantage of the 0 ft. building setbacks. The building height for the parapet wall is 40 feet, and to the top of the elevator is 52 ft., staying within the maximum building height of 52 ft. in the Central Business District. Each unit will have its own outdoor space and access to the roof top deck. Residential above retail/office in the Central Business district is permitted by right. The exterior cladding materials and transparency requirements for primary walls in the ground and upper levels appear to be met.

Keegan Balk, owner, shared how his family ended up owning the buildings and why they chose to tear them down and rebuild them into one building.

Kirsten Runchske, from Architektura, showed the outside design material and color chosen. She also went through the changes that were made after hearing the suggestions from Planning Commissioners at a past meeting.

Discussion from commissioners included questions regarding why they chose to set back the roof on the top level instead of finishing it, reservations around the balconies, and the choice of siding.

Motion by **Kozanecki**, seconded by **Blakeney**, to approve case 26- 25, a site plan review for 5-dwelling unit addition for the residential above retail space at 211-213 Washington Ave. (parcels #70-03-20-432-011 & #70-03-20-432-012) based on the information submitted with the following conditions:

1. Encroachment permits for the balconies shall be necessary.
2. All conditions of the BLP, DPW, and Fire Marshal shall be met.

Roll Call Vote.

Yeas: Borchers, Blakeney, Filipelli, Kozanecki, Smelker, Pierce

Nays:

Abstain: Smolenska

Motion passed 6-0.

B. Case 26-27: An application for Final Development Plan for a mixed-use development at 1500 Kooiman Street (parcel #70-03-28-301-019)

Urquhart presented the case. The preliminary development plan and zoning change request for 1500 Kooiman from TI, Transitional Industrial to PD, Planned Development was approved by the Planning Commission in 2025 and then adopted by City Council in February 2026.

The next step is a final development plan review and approval by the Planning Commission to fulfill the request. There are no changes from the preliminary development to the final development plan. The applicant satisfied the conditions of approval for the preliminary development plan.

Chair Pierce took a moment to fill in new commissioners on this case.

Motion by **Smolenska**, seconded by **Smelker**, to approve case 26-27 the final development plan for mixed-use development located at 1500 Kooiman St. (parcel #70-03-28-301-019), based on the information submitted for review.

Roll Call Vote.

Yeas: Blakeney, Filipelli, Borchers, Kozanecki, Smelker, Smolenska, Pierce

Nays:

Motion passed.

C. Centertown Vision Plan

Urquhart explained to Commissioners what was needed regarding this case. The Centertown Vision plan was presented and discussions were held during the work session.

Motion by **Kozanecki**, seconded by **Smelker**, to send the draft Centertown Vision Plan to City Council for their approval and to schedule a public hearing for October 13, 2026, for the approval of the distribution of the plan.

Roll Call Vote.

Yaes: Smelker, Blakeney, Smolenska, Filippelli, Borchers, Kozanecki, Pierce

Nays:

Motion passed.

Old Business

A. Case 26-16: Special land use request for a short-term rental at 26 Edward Ave. (parcel #70-03-29-156-033)

Urquhart presented the case. Applicant Patrick and Emily Kurtz applied for a Special Land Use Permit for Short-Term Rental located at 26 Edward Ave. (parcel #70-03-29-156-033). The Dune Residential District allows short-term rentals as a special land use.

At the May meeting, the Planning Commission made a motion to approve the special land use for a short-term rental at 26 Edward Ave. The motion ended in a tie vote. Staff consulted with the City Attorney who verified the case is still before the Planning Commission, as the special land use was neither approved nor denied. The applicant was made aware of the attorney's determination and elected to come before the Planning Commission again and is willing to offer a condition to limit the occupancy and total parking spaces required.

No changes to the site plan or use are proposed, therefore another public hearing is not required. Two letters were received from the public regarding this case.

Katie Johnson, applicant's attorney, stated owners have added signs to announce it's parallel parking only. She also explained that the parking spaces are deeded to the applicants and they can park there regardless of approval. The family will be in the home most of the time and are willing to go down to a nine-person capacity to limit the amount of parking spaces needed.

Emily Kurtz, 26 Edward, explained original parking and went through all of the changes they made to assist with parking issues.

No discussion from commissioners ensued.

Motion by **Blakeney**, seconded by **Smolenska**, to approve case 26-16, a request for a Special Use Permit for a short-term rental located at 26 Edward Ave. (parcel #70-03-29-156-033) based on the information submitted for review with the following condition:

1. Parking shall not exceed three (3) spaces and limitation of occupancy to 9 people.

Roll Call Vote.

Yaes: Smelker, Blakeney, Smolenska, Filippelli, Borchers, Kozanecki, Pierce

Nays:

Motion passed.

Zoning Board of Appeals Liaison Report

Kozanecki stated there was a Zoning Board of Appeals meeting in July 2026. They approved a lot split case at 1200 Washington Ave and denied Dick's Towing over transparency. The next Zoning Board of Appeals meeting will be on August 19, 2026.

City Planner Report

Urquhart gave updates regarding a towing and recovery definition, open air SLU permits, the Grand Landing project, brought up training opportunities for new members, and reminded commissioners that next month's meeting is moved to the 15th because of Labor Day. He also thanked commissioners for their comments on Chinook Pier and clarified issues discussed during the work session.

Call to the Audience: Second Opportunity

Mayor Bob Monetza, 945 Washington Ave, thanked commissioners for taking the next steps and recommending the Chinook Pier plans to City Council. He agrees with commissioners that the plans are not complete and require revisions before final approval.

Borchers expressed concerns regarding Chinook Pier. He also stated the need to address requirements calling out balcony requirements downtown specifically.

Chair Joe Pierce made a comment expressing his surprise at the lack of public input regarding Chinook Pier and wants to make sure that the public is aware of Chinook Pier.

Kirsten Runchske, from Architektura, thanked commissioners for their input and made a comment regarding balconies.

Adjournment

The meeting was adjourned by **Chair Pierce** at 9:12 p.m.

Amy Vos, Deputy City Clerk

DATE: September 11, 2026
TO: Grand Haven Planning Commission
FROM: Brian Urquhart, City Planner
RE: Case 26-29: 700 Robbins Rd. Site Plan

Current Zoning: TI, Transitional Industrial

Existing Use: Office building

Proposed Improvement: Additional driveway off Robbins Rd.

1.0 Request

Bruce Callen of Callen Engineering, on behalf of property owner Coastline Holdings LLC, submitted a site plan application for a new access drive and site improvements at 700 Robbins Rd. (parcel #70-03-33-100-090). As an established use, a site plan review is required by the planning commission with the addition of a new public access drive per Sec. 40-115.09.B.



Street View

2.0 Site Plan Review

No changes will be made to the building. The primary improvement is the installation of 24 ft. wide access drive off Robbins along the eastern portion of the parcel. The access drive will extend into the parking lot located behind the building. No changes to parking will be proposed. The use will satisfy the parking demand.

Access and connectivity. The driveway will allow for access in front of the building and extend around to the rear parking lot. The fire marshal has agreed to this design for access. Directly south and east is the South Village project. There is no connection nor internal access from 700 Robbins to South Village PD. The connection will be removed through screening and fencing at the South Village site.

A sidewalk is proposed along the south side of Robbins Rd. for the South Village PD. In order to maintain connectivity for nonmotorized uses, it is recommended the site plan is amended to include sidewalk along the entire length of the north property line in front of 700 Robbins.

Landscaping. Street trees will be planted along the north property as required. Along the east side of the drive trees, shrubs, and ground cover are shown, delineating 700 Robbins Rd. from South Village PD.

Stormwater. The DPW will provide a review of the stormwater plan.

Lighting. No changes to lighting are proposed.

Signs. One 32 sq. ft. ground sign is shown west of the new access drive.

Snow removal and storage. Snow from the site will be removed and stored in the parking lot along the south lot line.



Aerial View

3.0 Sample Motion

Motion to APPROVE Case 26-29, a site plan review for ne driveway at 700 Robbins Rd. (parcel #70-03-33-100-090) with the following conditions:

1. *Site plan shall be amended to include sidewalk shown along the entire length of the north property line.*
2. *All conditions of the BLP, DPW and Fire Marshal shall be met.*
3. *(Insert any additional conditions as necessary)*

Attachments:

- A. Site Plan application
- B. Site Plan narrative
- C. Site Plan

SITE PLAN REVIEW PERMIT APPLICATION

Community Development Department, City of Grand Haven

519 Washington Avenue, Grand Haven, MI 49417

Phone: (616) 935-3276 Website: www.grandhaven.org



1. Project Information

Address/location of property: 700 Robbins Road

Parcel #: 70-03-33-100-090

Current Use: Office

Area in Acres: 2.31 Acres

Zoning District: TI - Transitional Industrial

Proposed Use: Office

Zoning of adjacent properties: See Narrative

2. Applicant

Name: Same as Owner

Company:

Address #:

Phone #:

Email:

3. Property Owner

Name: Coastline Holdings LLC - Ben Edinger

Address: 700 Robbins Road

Grand Haven, MI 49417

Phone #: 616-402-9600

Email: ben.edinger@esoxeng.com

4. Required Attachments

- PDF + 5 copies of the application
- PDF + 5 copies of site plan
- PDF + 5 copies of the building elevations
- PDF + 5 copies of the landscape plan
- Project phasing plan (if applicable)
- Signage plan and details
- Proposed topographic map
- Existing topographic map

5. Fees and Escrow Deposit

Up to \$100,000: \$200.00

\$100,001 to \$500,000: \$300.00

\$500,001 to \$1,000,000: \$400.00

\$1,000,001 & Up: \$500.00

Estimate Project Cost: \$ less than 500,000.00

A deposit of \$1,500 shall be collected for all Planning Commission and Zoning Board of Appeals cases where it is expected that costs above staff time and one public hearing publication will be incurred. These expenses include additional public hearing notifications, attorney fees, engineering or surveying fees, or other special studies. Should expenses total more than the deposit, the applicant will be billed by the City for the additional costs, or additional escrow payment shall be required to complete the Planning Commission or Zoning Board of Appeals process. Should expenses total less than the deposit received, excess amounts shall be returned to the applicant.

6. Details of the Nature of Work Proposed *(please identify materials and colors to be used)*

See attached narrative.



7. Buildings and Structures

Number of buildings on site: 1

Height of buildings & # of stories: 2 Stories

Use of buildings: Office

Height of rooftop mechanical equipment: _____

8. Floor Use and Area (in square feet)

Commercial Structures

Total floor area: n/a

Open space (area & %): _____

Office space (area): _____

Retail space (area): _____

Industrial space (area): _____

Assembly space (area): _____

Seating capacity: _____

Maximum occupancy load: _____

Residential Structures

Total floor area: n/a

Total # of units: _____

of 1 bedroom units: _____

of 2 bedroom units: _____

of 3 bedroom units: _____

Open space (area and %): _____

Rental or condominium?: _____

Maximum occupancy load: _____

9. Setbacks (see Article Four: District Regulations, Table 40-402.02, for setback requirements)

Required front yard: 25-ft

Required rear yard: 10-ft

Required total side yard: 20-ft

Proposed front yard: 101-ft

Proposed rear yard: 101-ft

Proposed total side yard: 171-ft

10. Parking (see Article Six: Parking, for zoning requirements)

Required # of spaces: 75

Typical angle of spaces: 90-degree

Location of parking on site: See plan

Shared parking agreement?: n/a

Number of employees: _____

Explanation of screening (including location and materials): _____

Proposed # of spaces: 72

Size of spaces: 10'x18'

Number of handicap spaces: 2

Location and # of off-street spaces: n/a

11. Loading (see Section 40.605.04 for loading space requirements)

Required # of spaces: n/a

Typical angle of space(s): _____

Location of loading space(s) on site: _____

Explanation of screening (including location and materials): _____

Proposed # of spaces: _____

Size of space(s): _____

12. Site Lighting (see Section 40-317 for lighting requirements)

Building Lighting

of fixtures proposed: Existing to remain

Type of lighting proposed: _____

Height of fixtures: _____

Location of fixtures: _____

Parking Area Lighting

of fixtures proposed: Existing to remain

Type of lighting proposed: _____

Height of fixtures: _____

Location of fixtures: _____

Foot-candles at property line: _____

13. Landscaping (see Article Eight: Landscaping, for zoning requirements)

Location of landscape areas: See plan

Proposed landscape material: See plan



14. Exterior Trash Receptacles (see Section 40-301.03 for Dumpster Enclosure requirements)

Location of receptacle: Existing to remain Size of receptacle: _____
Enclosure material: _____ Height of Enclosure: _____

15. Mechanical Equipment (see Sections 40-306.08(C) & 40-322 for zoning requirements)

Ground Mounted Mechanical Equipment

of units: Existing to remain
Size of units (LxWxH): _____
Location of units: _____
Screening: _____

Rooftop Mechanical Equipment

of units: Existing to remain
Type of rooftop units: _____
Size of units (LxWxH): _____
Location of units: _____
Screening: _____

16. Accessory Buildings (see Section 40-301 for standards for accessory buildings)

of accessory building(s): n/a Size of accessory building(s) (LxWxH): _____
Location of accessory building(s): _____

17. Emergency Access Features (contact City of Grand Haven Fire Marshal with questions)

Emergency Access Roads: See plan
Location of hydrants and fire department connection (FDC): Existing to remain

18. Historic District information (contact [City of Grand Haven Historic Conservation District Commission](#))

Is this location within a Historic Conservation District? Yes No Unsure
Name of District, if applicable: n/a

By signing below, permission is granted for city staff, including Planning Commissioners, to enter the subject property for purpose of gathering information to review this request. In addition, the applicant agrees to perform the described work in accordance with all applicable Sections of the City of Grand Haven Code of Ordinances. Signer will insure that all inspection requests are made a minimum of 24 hours prior to the requested time.

Signature of Applicant: _____ Date: _____

Print Name: _____

Signature of Owner: Ben Edinger Date: July 22, 2026

Print Name: Benjamin Edinger

Office Use Only

Case #: _____ Date Received: _____ Fee: _____

Date of Approval: _____ Date of Denial: _____ Approved by: _____





MEMORANDUM

DATE: JULY 8, 2026

TO: CITY OF GRAND HAVEN
ATTN: COMMUNITY DEVELOPMENT DEPARTMENT
519 WASHINGTON AVENUE
GRAND HAVEN, MI 49417

FROM: BRUCE A. CALLEN, PE

SUBJECT: SITE PLAN APPLICATION FOR
COASTLINE HOLDINGS LLC
700 ROBBINS ROAD
PPN: 70-03-33-100-090
CITY OF GRAND HAVEN, OTTAWA COUNTY, MI

On behalf of Coastline Holdings, LLC, applicant for the above subject project, we hereby submit this plan narrative related to proposed improvements to the property at 700 Robbins Road in the City of Grand Haven, Michigan. This narrative is intended to supplement the current site plan, dated July 8, 2026.

The applicant seeks site plan approval for improvements to the 2.31 acre property located on the south side of Robbins Road, west of South Beacon Blvd. A two-story office building, proposed to remain, currently exists on the property.

The property is currently located within the TI (Transitional Industrial) zoning district and is bordered by TI zoned properties on the east and south sides, OS (Office Service) / LDR (Low Density Residential) on the north side and the Grand Haven Township border on the west side.

The project includes the construction of a new two-way driveway on the east side of the property to serve the existing parking lots, and conversion of the existing driveway on the west side of the site to ingress-only. Related improvements include parking lot reconfiguration, landscaping and screening, signage, and all related improvements.

The new driveway entrance measures 24-ft wide. The existing, westerly driveway entrance measures between 21-ft and 24-ft wide. "Do Not Enter" signage is proposed at the existing driveway to prevent egress. All drives shall be paved with hot-mix-asphalt surface. Site access shall be via two (2) curb cuts (one existing, one proposed) onto Robbins Road.

civil engineers

108 East Savidge St.
Spring Lake MI 49456
616.414.5260
callenengineering.com

Seventy-two (72) parking spaces are proposed, including two (2) barrier-free spaces. Based on 22,410 sft of gross floor area, seventy-five (75) parking spaces are required. The applicant does not feel the need for seventy-five parking spaces, based on the anticipated use of the building.

Site storm water runoff shall follow existing drainage patterns.

No changes to water or sewer connections to the existing building are proposed.

No new dumpster enclosure is proposed. The existing dumpster location is properly screened from adjacent properties.

A ground-mounted sign, meeting the requirements of the City of Grand Haven zoning ordinance is shown on the site plan. Final sign design and placement to be approved by the City under a separate permit application.

Existing site lighting shall remain.

Landscaping and screening shall meet the intent of the zoning ordinance.

We do not anticipate that there will be any nominal increase in emergency calls for service.

We do not anticipate impacts to the school system.

There is no municipal storm sewer in the vicinity of this project so there will be no effect on the stormwater system.

We are not aware of sanitary sewer capacity issues in this area, therefore we do not anticipate negative effects on the sanitary sewer system from this development.

We do not anticipate negative effects on automobile and truck circulation patterns. The proposed driveways and parking lot are sized to accommodate the intended vehicle uses and related turning movements.

We do not anticipate negative effects on the local traffic volume. The existing road network adequately serves the surrounding industrial / commercial uses.

We understand that any outdoor storage area shall conform to the standards of the zoning district. No outdoor storage is planned at this time.

No uses are proposed that would create detectable objectionable dust, fumes, or odors at any property line. No outdoor storage or activities are proposed.

All proposed drive lanes and parking areas shall be paved.

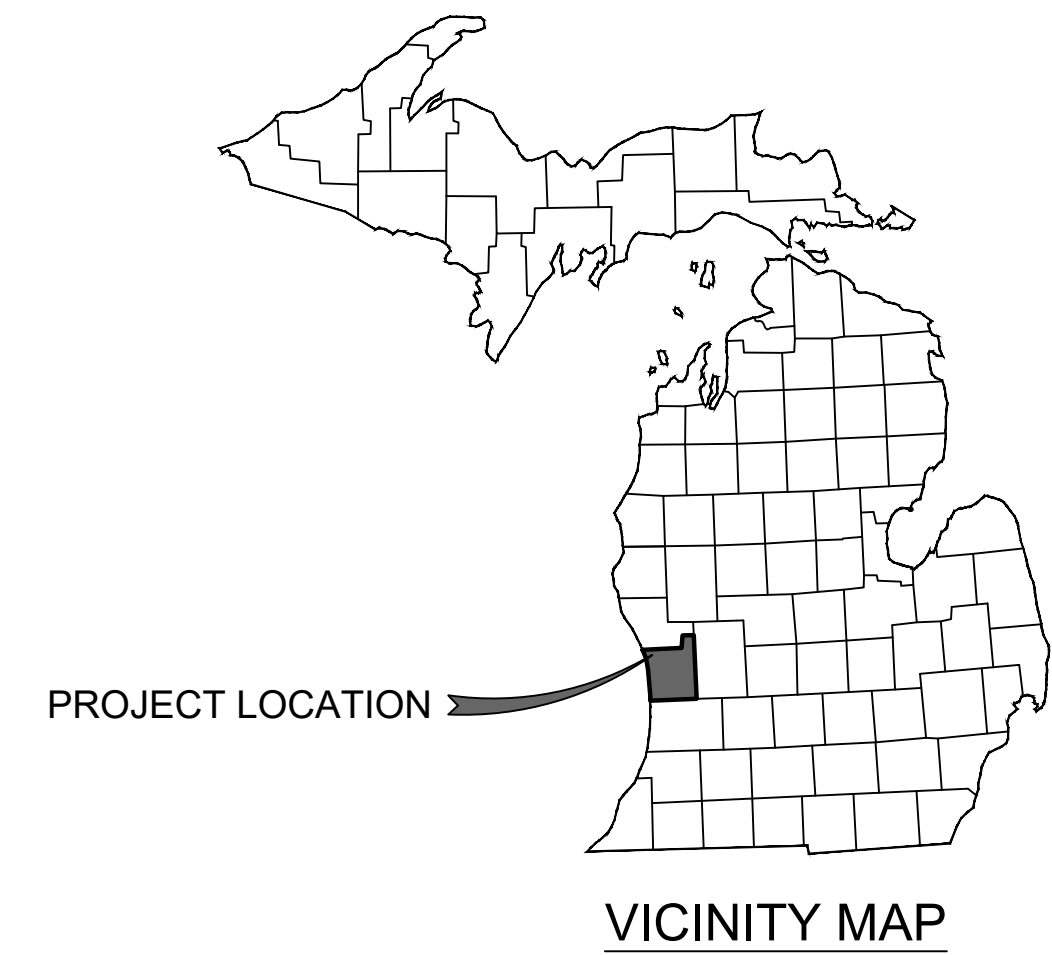
We understand that cranes, booms or other extensions on equipment, trucks, or other vehicles parked on site shall be stored in the lowest possible configuration.

Stormwater shall follow existing drainage patterns.

We understand that noise generated on site from any source shall not exceed sixty (60) decibels measured at any property line.

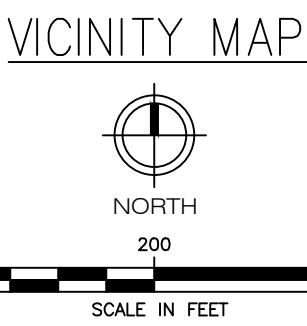
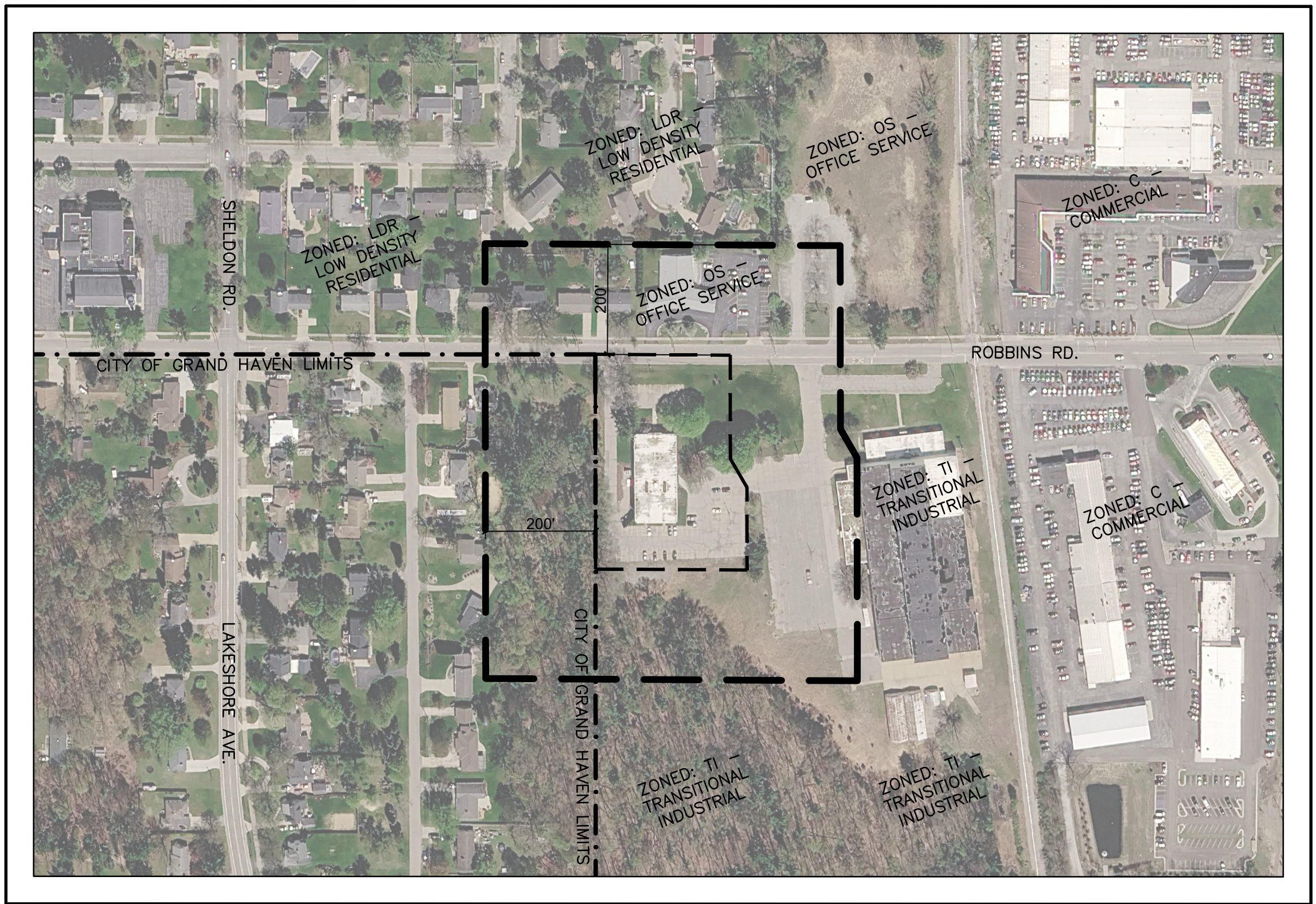
We believe all elements of the site plan are harmonious and efficiently organized in relation to zoning, topography, the size and type of the lot, the character of adjoining properties and the type and size of buildings. All site amenities meet the required setbacks and are illustrated on the plan drawings. Upon completion of construction activities, all surfaces shall be promptly and properly restored. Provisions for SESC measures are provided on the Grading, Drainage and SESC Plan (Sheet C2.0).

On behalf of Coastline Holdings LLC. we respectfully request site plan approval for parcel 70-03-33-100-090, 700 Robbins Road, City of Grand Haven, Ottawa County, Michigan.



ESOX ENGINEERING, LLC
700 ROBBINS ROAD
CITY OF GRAND HAVEN
OTTAWA COUNTY, MICHIGAN 49417

INDEX OF SHEETS	
CS	COVER SHEET
C0.1	EXISTING CONDITIONS & REMOVALS PLAN
C1.0	SITE LAYOUT PLAN
C1.1	TURNING TEMPLATE PLAN
C2.0	GRADING, DRAINAGE, & SESC PLAN
C2.1	DRIVEWAY PLAN & PROFILE
C4.0	X-SECTIONS, NOTES, & DETAILS

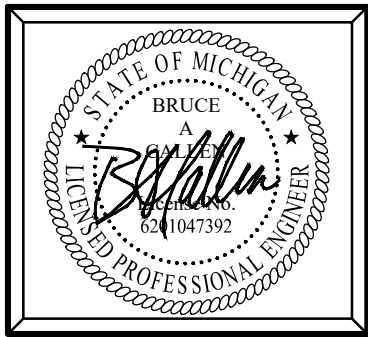


For protection of underground utilities, the CONTRACTOR shall dial 1-800-482-7171 OR 811 a minimum of three working days, excluding Saturdays, Sundays and holidays, prior to excavation in the vicinity of utility lines. All "MISS DIG" participating members will thus be routinely notified. This does not relieve the CONTRACTOR of the responsibility of notifying the utility owners who may not be part of the "MISS DIG" alert system.

BENCH MARKS:
BM 1 NE FLANGE BOLT UNDER "E" IN "EJIW"
Elevation: 620.02 ft. (NAVD 88)

PROJECT LOCATION
SECTION 21, T8N, R16W,
CITY OF GRAND HAVEN,
OTTAWA COUNTY, MICHIGAN

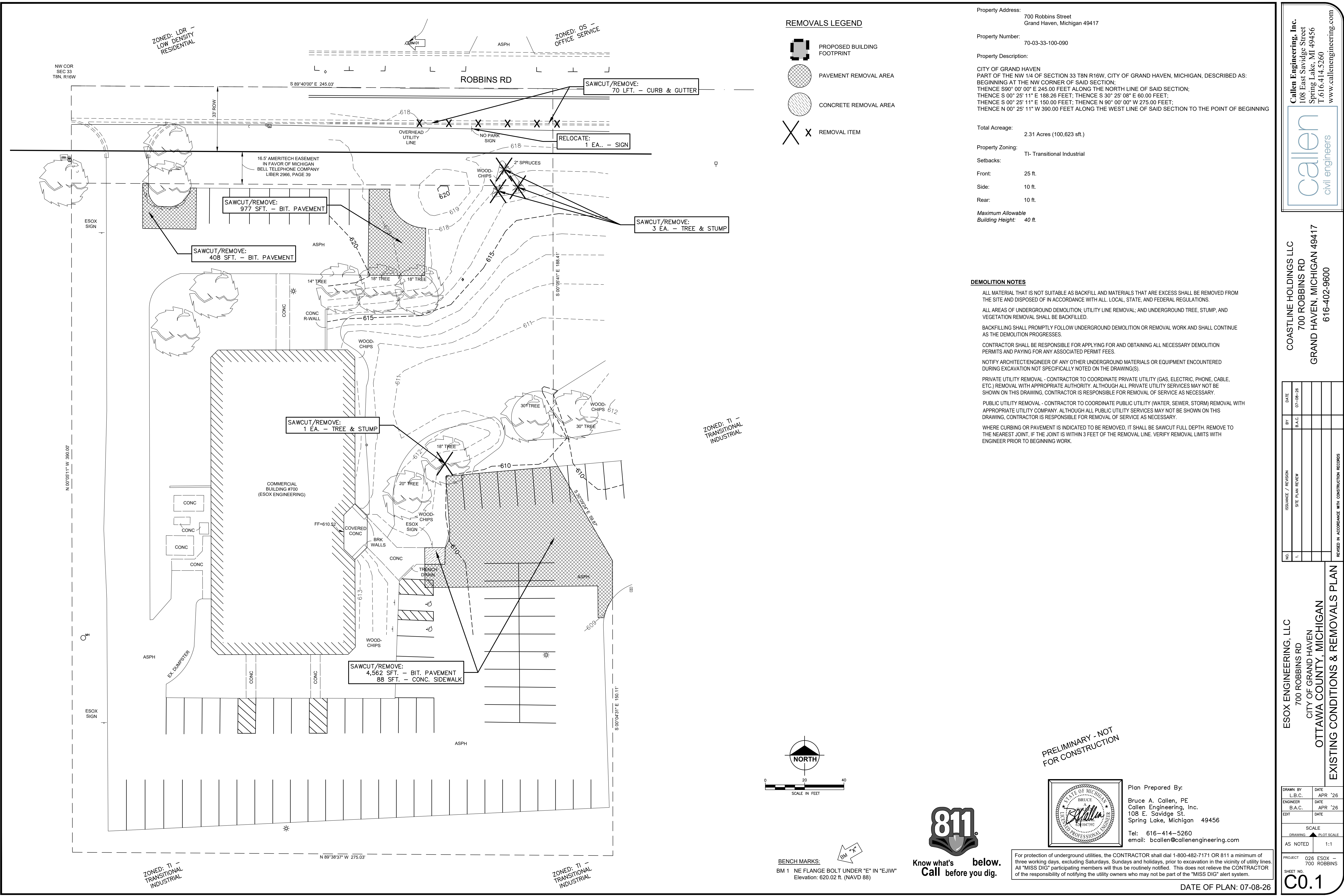
OWNER
COASTLINE HOLDINGS LLC
700 ROBBINS ROAD
GRAND HAVEN, MICHIGAN 49417
PHONE: 616-402-9600



PRELIMINARY - NOT
FOR CONSTRUCTION

Plan Prepared By:
Bruce A. Callen, PE
Callen Engineering, Inc.
108 E. Savidge St.
Spring Lake, Michigan 49456
Tel: 616-414-5260
email: bcallen@callenengineering.com
DATE OF PLAN: 07-08-26

ISSUANCES	
SITE PLAN REVIEW	07-08-26
REVISIONS	
DESIGNED BY:	
 Callen Engineering, Inc. 108 East Savidge Street Spring Lake, MI 49456 T.616.414.5260 www.callenengineering.com	
Drawn by Engineer	J.W.C. B.A.C. Check A.J.B.
Callen Engineering Project No.	
026 - ESOX	
Sheet No.	
CS	



REMOVALS LEGEND

- PROPOSED BUILDING FOOTPRINT
- PAVEMENT REMOVAL AREA
- CONCRETE REMOVAL AREA
- REMOVAL ITEM

Property Address: 700 Robbins Street
Grand Haven, Michigan 49417

Property Number: 70-03-33-100-090

Property Description: CITY OF GRAND HAVEN
PART OF THE NW 1/4 OF SECTION 33 T8N R16W, CITY OF GRAND HAVEN, MICHIGAN, DESCRIBED AS:
BEGINNING AT THE NW CORNER OF SAID SECTION;
THENCE S90° 00' 00" E 245.00 FEET ALONG THE NORTH LINE OF SAID SECTION;
THENCE S 00° 25' 11" E 188.26 FEET; THENCE S 30° 25' 08" E 60.00 FEET;
THENCE S 00° 25' 11" E 150.00 FEET; THENCE N 90° 00' 00" W 275.00 FEET;
THENCE N 00° 25' 11" W 390.00 FEET ALONG THE WEST LINE OF SAID SECTION TO THE POINT OF BEGINNING

Total Acreage: 2.31 Acres (100,623 sq. ft.)

Property Zoning: TI- Transitional Industrial

Setbacks: Front: 25 ft.
Side: 10 ft.
Rear: 10 ft.

Maximum Allowable Building Height: 40 ft.

DEMOLITION NOTES

ALL MATERIAL THAT IS NOT SUITABLE AS BACKFILL AND MATERIALS THAT ARE EXCESS SHALL BE REMOVED FROM THE SITE AND DISPOSED OF IN ACCORDANCE WITH ALL LOCAL, STATE, AND FEDERAL REGULATIONS.

ALL AREAS OF UNDERGROUND DEMOLITION; UTILITY LINE REMOVAL; AND UNDERGROUND TREE, STUMP, AND VEGETATION REMOVAL SHALL BE BACKFILLED.

BACKFILLING SHALL PROMPTLY FOLLOW UNDERGROUND DEMOLITION OR REMOVAL WORK AND SHALL CONTINUE AS THE DEMOLITION PROGRESSES.

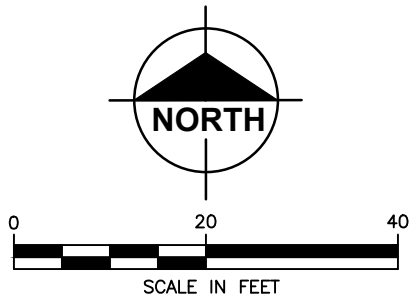
CONTRACTOR SHALL BE RESPONSIBLE FOR APPLYING FOR AND OBTAINING ALL NECESSARY DEMOLITION PERMITS AND PAYING FOR ANY ASSOCIATED PERMIT FEES.

NOTIFY ARCHITECT/ENGINEER OF ANY OTHER UNDERGROUND MATERIALS OR EQUIPMENT ENCOUNTERED DURING EXCAVATION NOT SPECIFICALLY NOTED ON THE DRAWING(S).

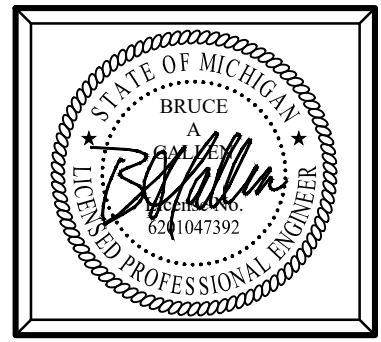
PRIVATE UTILITY REMOVAL - CONTRACTOR TO COORDINATE PRIVATE UTILITY (GAS, ELECTRIC, PHONE, CABLE, ETC.) REMOVAL WITH APPROPRIATE AUTHORITY. ALTHOUGH ALL PRIVATE UTILITY SERVICES MAY NOT BE SHOWN ON THIS DRAWING, CONTRACTOR IS RESPONSIBLE FOR REMOVAL OF SERVICE AS NECESSARY.

PUBLIC UTILITY REMOVAL - CONTRACTOR TO COORDINATE PUBLIC UTILITY (WATER, SEWER, STORM) REMOVAL WITH APPROPRIATE UTILITY COMPANY. ALTHOUGH ALL PUBLIC UTILITY SERVICES MAY NOT BE SHOWN ON THIS DRAWING, CONTRACTOR IS RESPONSIBLE FOR REMOVAL OF SERVICE AS NECESSARY.

WHERE CURBING OR PAVEMENT IS INDICATED TO BE REMOVED, IT SHALL BE SAWCUT FULL DEPTH. REMOVE TO THE NEAREST JOINT, IF THE JOINT IS WITHIN 3 FEET OF THE REMOVAL LINE. VERIFY REMOVAL LIMITS WITH ENGINEER PRIOR TO BEGINNING WORK.



BENCH MARKS:
BM 1 NE FLANGE BOLT UNDER "E" IN "EJIW"
Elevation: 620.02 ft. (NAVD 88)



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PRELIMINARY - NOT FOR CONSTRUCTION

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DATE OF PLAN: 07-08-26

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callen
civil engineers

COASTLINE HOLDINGS LLC
700 ROBBINS RD
GRAND HAVEN, MICHIGAN 49417
616-402-9600

NO.	ISSUANCE / REVISION	BY	DATE
1	SITE PLAN REVIEW	B.A.C.	07-08-26

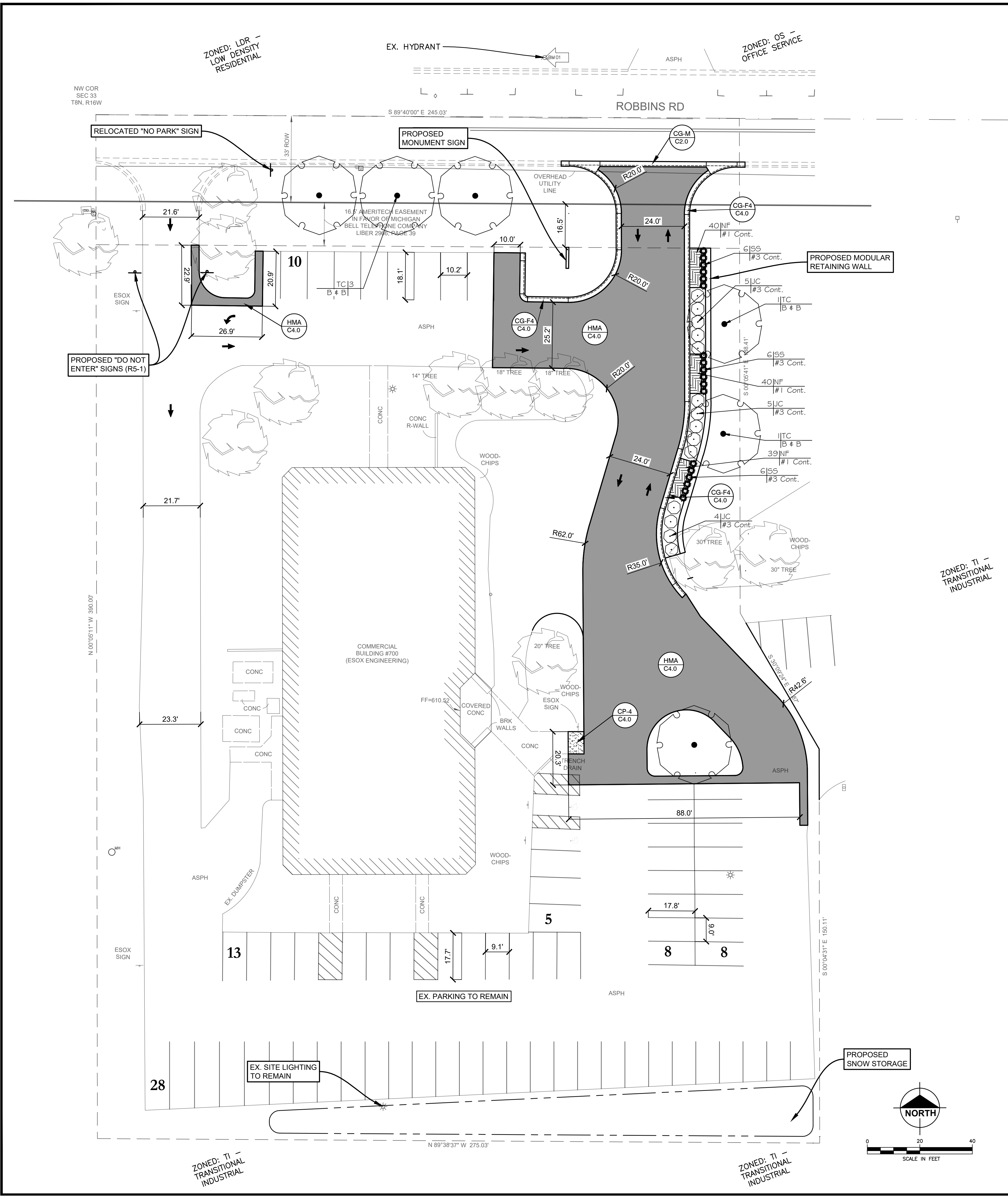
EXISTING CONDITIONS & REMOVALS PLAN

DRAWN BY	DATE
L.B.C.	APR '26
ENGINEER	DATE
B.A.C.	APR '26
EDIT	DATE

SCALE
DRAWING 1"=40'
AS NOTED 1:1

PROJECT	026	ESOX -
SHEET NO.	700	ROBBINS

C0.1



- GENERAL NOTES**
- PROJECT INCLUDES CONSTRUCTION OF A NEW FULL SERVICE DRIVEWAY AND RELATED IMPROVEMENTS TO THE EXISTING PARKING AREA TO ACCOMMODATE PENDING DEVELOPMENT TO THE EAST, AS EXISTING CROSS ACCESS WILL NO LONGER BE AVAILABLE. EXISTING WESTERLY DRIVEWAY SHALL BE CONVERTED TO INGRESS ONLY, TO ALLOW FOR TRASH PICKUP AND OCCASIONAL TRUCK DELIVERIES. RELATED IMPROVEMENTS INCLUDE LANDSCAPING AND SIGNAGE.
 - THE DEVELOPMENT SHALL BE SERVED BY PUBLIC WATER MAIN AND PUBLIC SANITARY SEWER.
 - ACCESS TO THE DEVELOPMENT SHALL BE VIA ONE (1) PROPOSED CURBCUT ONTO ROBBINS ROAD AND ONE (1) EX. CURBCUT ONTO ROBBINS ROAD TO BE CONVERTED TO INGRESS ONLY.
 - PARKING AND DRIVE AREAS SHALL BE PAVED WITH PAVEMENTS.
 - PARKING:**
OFFICE BUILDING:
REQUIRED: 1 SPACE PER 300 SFT. OF GROSS FLOOR AREA
GROSS FLOOR AREA = 22,410 SFT
(22,410/300) = 74.7 SPACES
TOTAL = 75 SPACES
TOTAL REQUIRED = 75 SPACES

PROVIDED:
ON-SITE SURFACE PARKING = 72 SPACE (2 B.F. SPACES)
TOTAL = 72 SPACES, INCLUDING TWO (2) BARRIER FREE SPACE.
 - ALL PAVEMENT MARKINGS AND SIGNS SHALL CONFORM TO THE STANDARDS SET FORTH IN THE CURRENT EDITION OF THE MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES.

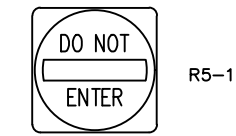
LAND USE TABLE					
TOTAL LAND AREA:	92,769	SFT	2.13	ACRES	
IMPERVIOUS AREA	51,885	SFT	55.9%		
PERVIOUS AREA	40,884	SFT	44.1%		
	IMPERVIOUS AREA			PERVIOUS AREA	
	BUILDINGS	PAVEMENTS	SIDEWALKS	LANDSCAPE / LAWN	
	11,205	38,873	1,807	40,884	
	12.1	41.9	1.9	44.1	

PLANT SCHEDULE						
SYMBOL	CODE	BOTANICAL / COMMON NAME	CONT	CAL		QTY
TREES						
	TC	Tilia cordata 'Greenspire' / Greenspire Littleleaf Linden	B & B	2.5" Cal		6
SYMBOL	CODE	BOTANICAL / COMMON NAME	CONT	HEIGHT		QTY
SHRUBS						
	JC	Juniperus chinensis sargentii 'Viridis' / Green Sargent Juniper	#3 Cont.			14
	SS	Schizachyrium scoparium 'Little Arrow' / Little Bluestem	#3 Cont.			18
SYMBOL	CODE	BOTANICAL / COMMON NAME	CONT	SPACING	SPACING	QTY
GROUND COVERS						
	NF	Nepeta x faassenii 'Blue Wonder' / Blue Wonder Catmint	#1 Cont.		16" o.c.	119

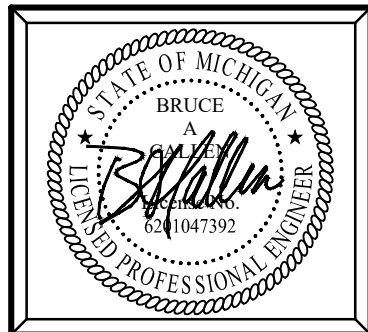
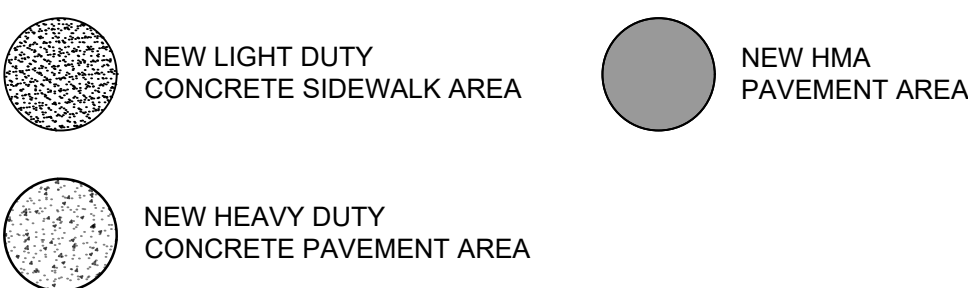
- LANDSCAPE NOTES**
- ALL PLANTING BEDS SHALL RECEIVE 4" OF EVENLY SPREAD SHREDDED HARDWOOD BARK MULCH OVER 4" OF TOPSOIL. MULCH BLANKET SHALL BE PLACED AT ALL LOCATIONS WITH SLOPES 1:3 OR STEEPER. NO MULCH SHALL BE PLACED IN DETENTION / RETENTION BASIN BOTTOM AREA.
 - CONTRACTOR SHALL NOTIFY "MISS DIG" TO LOCATE ANY UNDERGROUND UTILITY LINES OR STRUCTURES PRIOR TO STARTING CONSTRUCTION.
 - CONTRACTOR SHALL PROVIDE SPECIFIED SHRUBS, GROUNDCOVERS AND OTHER PLANT MATERIALS THAT COMPLY WITH ALL RECOMMENDATIONS AND REQUIREMENTS OF ANSI Z80.1 "AMERICAN STANDARD FOR NURSERY STOCK". PLANT MATERIAL SHALL BE CERTIFIED TO BE HARDY TO OTTAWA COUNTY, FREE OF DISEASE AND INSECTS AND BE HEALTHY, VIGOROUS STOCK, GROWN WITH GOOD HORTICULTURAL PRACTICE AND INSTALLED IN ACCORDANCE WITH METHODS ESTABLISHED BY THE AMERICAN ASSOCIATION OF NURSERYMEN. ALL LANDSCAPING SHALL BE MAINTAINED IN A HEALTHY, NEAT AND ORDERLY STATE, FREE FROM REFUSE AND DEBRIS. ANY DEAD OR DISEASED PLANTS SHALL BE REPLACED.
 - ALL LANDSCAPE BEDS AND MULCH BORDERS ADJACENT TO LAWN AREAS SHALL HAVE A METAL EDGE UNLESS SPECIFIED OTHERWISE.
 - SEED SHALL BE PLACED OVER 4" OF TOPSOIL IN ALL PROPOSED LAWN AREAS AND ALL AREAS DISTURBED BY CONSTRUCTION WITH SLOPES LESS THAN 1:3.
SEED MIXES SHALL BE AS FOLLOWS:
10% TALL FESCUE
20% PERENNIAL RYE GRASS
30% CREEPING RED FESCUE
40% KENTUCKY BLUEGRASS
@ 6 LBS PER 1000 SFT

SEED MIXES SHALL BE DROUGHT TOLERANT @ 6 LBS PER 1,000 SFT.
 - ALL PLANTINGS AND LANDSCAPE IMPROVEMENTS SHALL BE CONSISTENT WITH LOCAL ZONING REQUIREMENTS.

PROPOSED PERMANENT SIGNAGE LEGEND



PROPOSED FEATURES LEGEND



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DATE OF PLAN: 07-08-26

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civil engineers

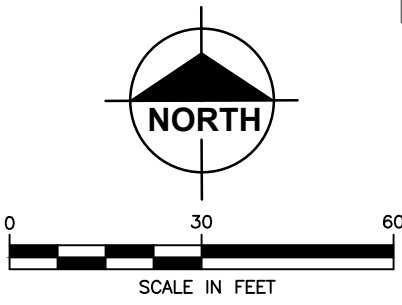
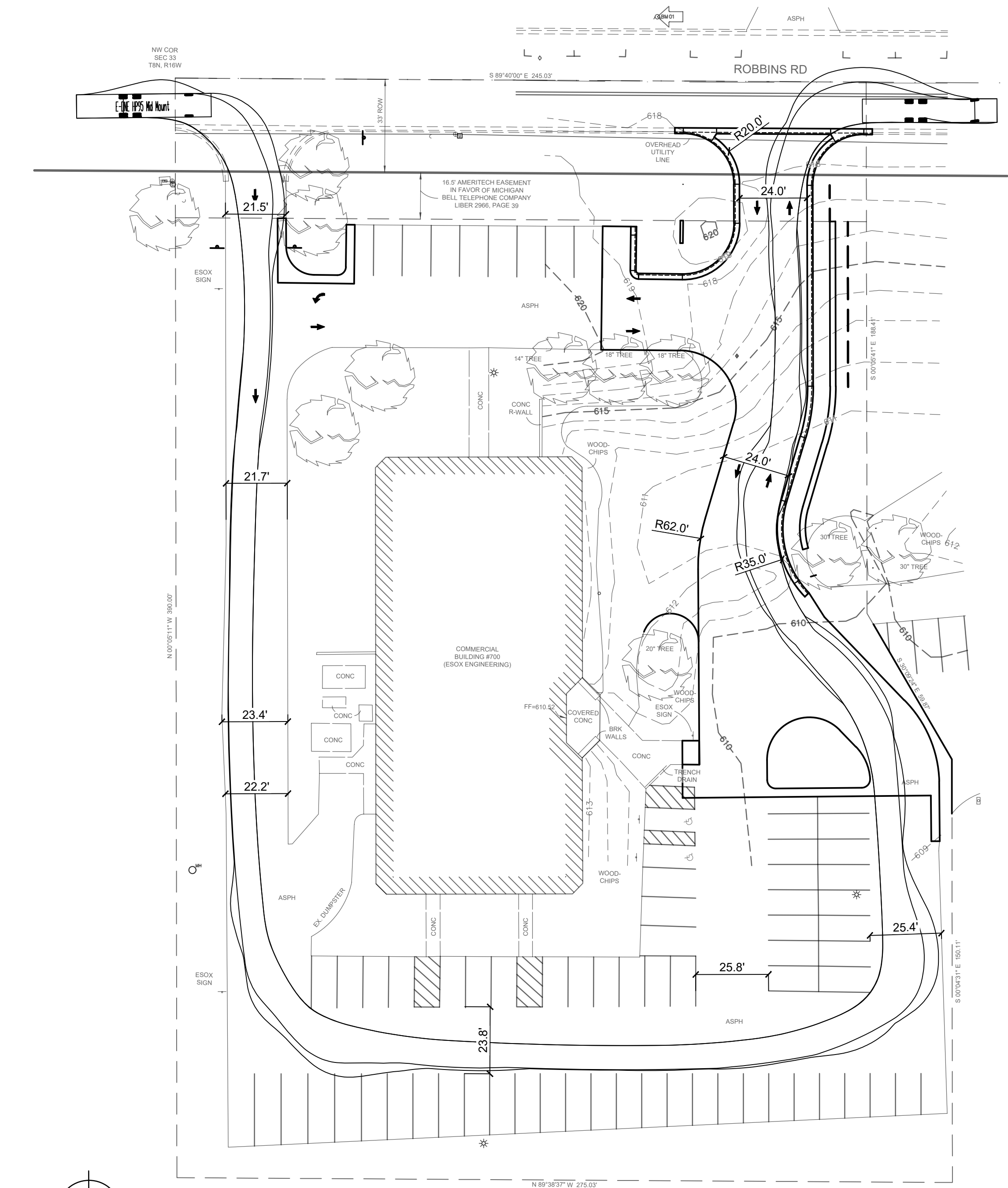
COASTLINE HOLDINGS LLC
700 ROBBINS RD
GRAND HAVEN, MICHIGAN 49417
616-402-9800

DATE	07-08-26
BY	B.A.C.
ISSUANCE / REVISION	
SITE PLAN REVIEW	
NO	1
REVISED IN ACCORDANCE WITH CONSTRUCTION RECORDS	

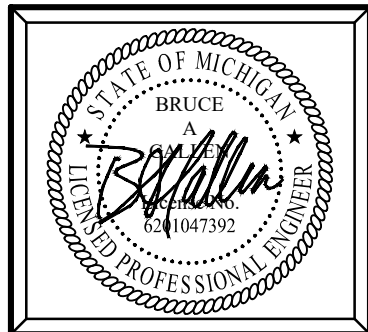
ESOX ENGINEERING, LLC
700 ROBBINS ROAD
GRAND HAVEN, MI 49417
OTTAWA COUNTY, MICHIGAN

SITE LAYOUT PLAN

DRAWN BY	J.W.C.	DATE	APR '26
ENGINEER	B.A.C.	DATE	JUN '26
EDIT		DATE	
SCALE DRAWING 1" = 40' PLOT SCALE			
AS NOTED 1:1			
PROJECT 026 ESOX			
SHEET NO. C1.0			



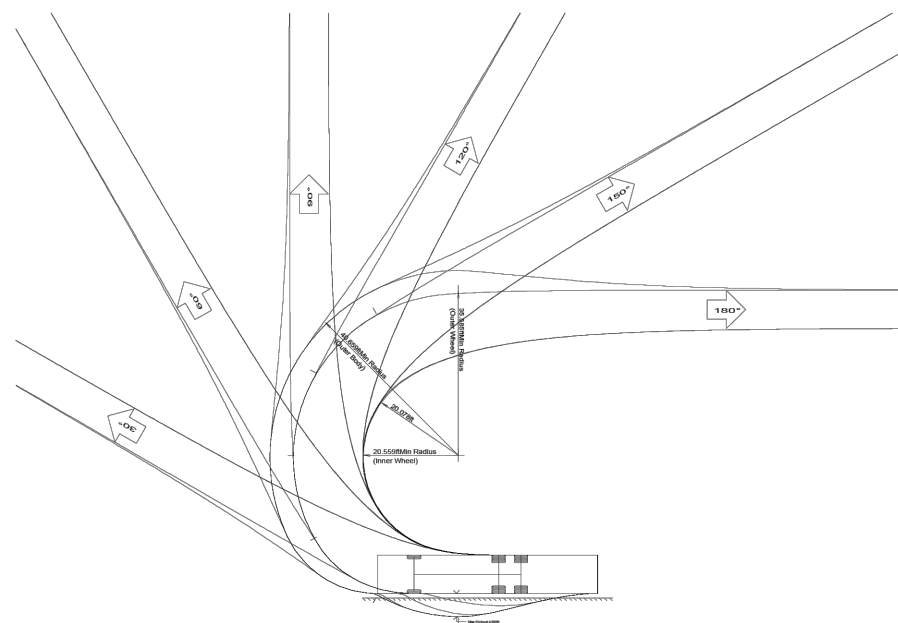
BENCH MARKS:
BM 1 NE FLANGE BOLT UNDER "E" IN "EJIW"
Elevation: 620.02 ft. (NAVD 88)



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DATE OF PLAN: 07-08-26



Notes: Turn(s) based upon a design speed of 5.00mph. After transition, center of front axle follows smallest possible circular arc. Curb is located 0.98ft from the vehicle. Maximum kick out distance is 4.995ft. Warning the vehicle crosses the curb.		Title: E-ONE HP95 Mid Mount	Scale: 1:500
			Date:

PRELIMINARY - NOT
FOR CONSTRUCTION

ESOX ENGINEERING
700 ROBBINS ROAD
GRAND HAVEN, MI 49417
OTTAWA COUNTY, MICHIGAN

TURNING TEMPLATE PLAN

ESOX ENGINEERING
700 ROBBINS ROAD
GRAND HAVEN, MI 49417

NO.	ISSUANCE / REVISION	BY	DATE
1.	SITE PLAN REVIEW	B.A.C.	07-08-26

DRAWN BY	DATE
L.B.C.	JUL '26
ENGINEER	DATE
B.A.C.	JUL '26
EDIT	DATE

SCALE	PILOT SCALE
DRAWING	AS NOTED
AS NOTED	1:1

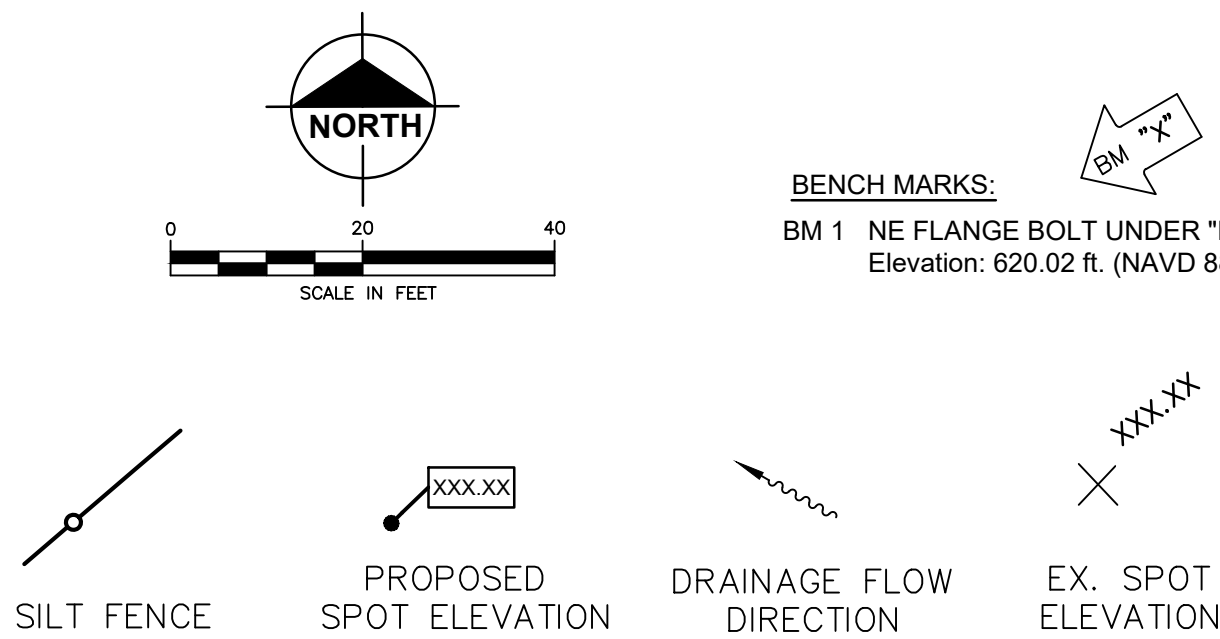
PROJECT 026 ESOX

SHEET NO.

C1.1

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T.616.414.5260
www.callenengineering.com





*SESC MEASURES SHALL COMPLY WITH MICHIGAN ASSOCIATION OF COUNTY DRAIN COMMISSIONERS SESC MANUAL SPECIFICATIONS

TOTAL DISTURBED AREA: 18,322 SFT (0.42 ACRES)

CONSTRUCTION IS ANTICIPATED TO BEGIN AUG
2026 WITH SUBSTANTIAL SITEWORK COMPLETION
NO LATER THAN NOV 2026.

PRELIMINARY - NOT
FOR CONSTRUCTION



Know what's **below.**
Call before you dig.

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email: bcallen@callenengineering.com

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calen
civil engineers

COASTLINE HOLDINGS LLC
700 ROBBINS RD
GRAND HAVEN, MICHIGAN 49417
616-402-9600

NO.	ISSUANCE / REVISION	BY	DATE
1.	SITE PLAN REVIEW	B.A.C.	07-08-26
REVISED IN ACCORDANCE WITH CONSTRUCTION RECORDS			

	RELEASED IN ACCORDANCE WITH CONSTRUCTION RECORDS
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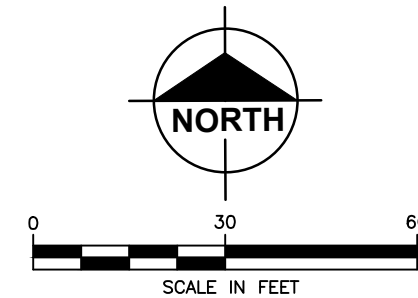
ESOX ENGINEERING, LLC
700 ROBBINS ROAD
GRAND HAVEN, MI 49417
OTTAWA COUNTY, MICHIGAN

GRADING, DRAINAGE, AND SESC PLAN

DRAWN BY J.W.C.	DATE APR '26
ENGINEER B.A.C.	DATE APR '26
CHECKED BY J.W.C.	DATE
SCALE	
DRAWING	▲ PLOT SCALE
AS NOTED	1:1

PROJECT 026 ESOX

SHEET NO.
C2.0



BM "X"

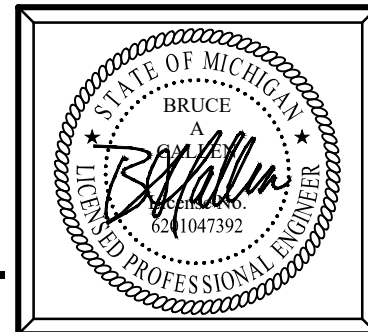


VERTICAL SCALE: 1"=3'

PRELIMINARY - NOT
FOR CONSTRUCTION



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DATE OF PLAN: 07-08-26

ESOX ENGINEERING, LLC
700 ROBBINS ROAD
GRAND HAVEN, MI 49417
OTTAWA COUNTY, MICHIGAN
DRIVEWAY PLAN & PROFILE

Callen Engineering, Inc.
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Spring Lake, MI 49456
T.616.641.45260
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civil engineers

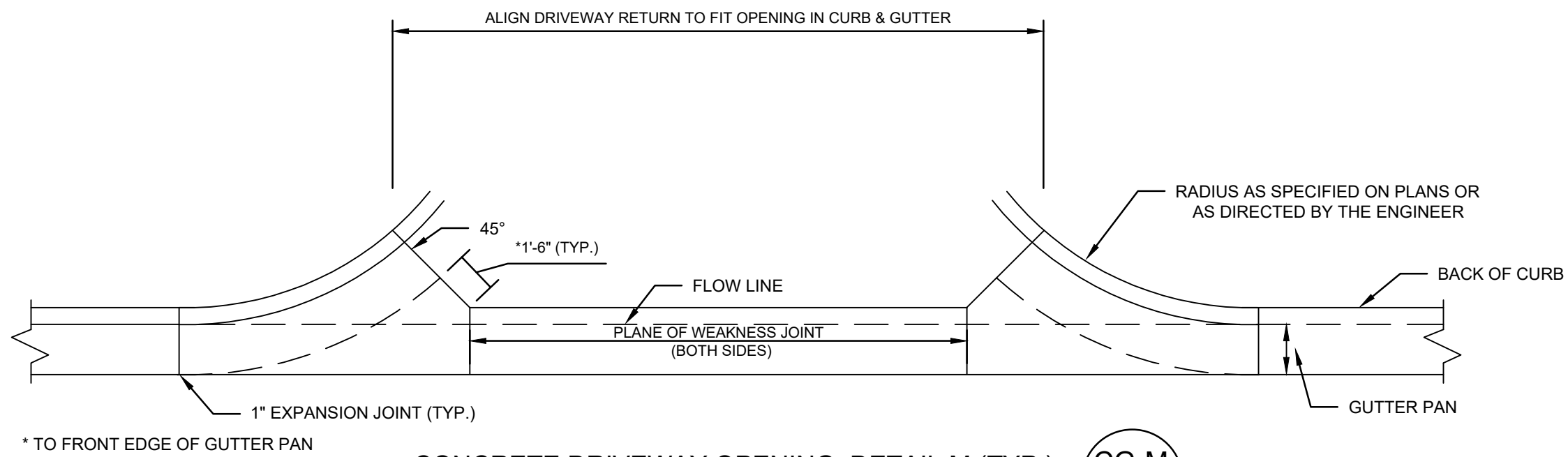
NO.	ISSUANCE / REVISION	BY	DATE
1.	SITE PLAN REVIEW	B.A.C.	07-08-26

REQUEST IN ACCORDANCE WITH CONSTRUCTION RECORDS

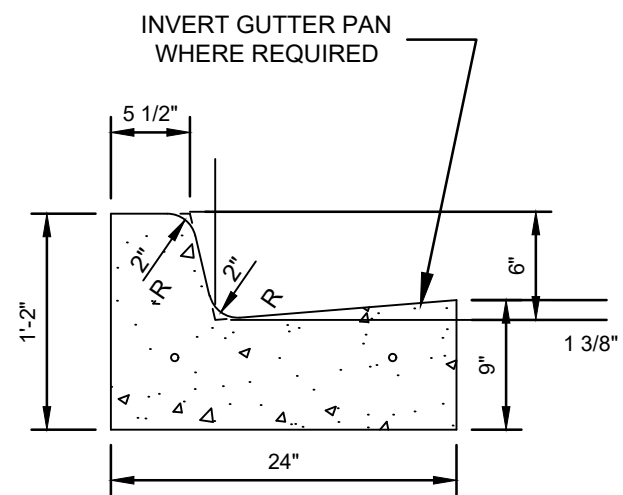
DRAWN BY L.B.C.	DATE APR '26
ENGINEER B.A.C.	DATE APR '26
EDIT	DATE
SCALE	
DRAWING	PLOT SCALE
AS NOTED	1:1

PROJECT	026	ESO
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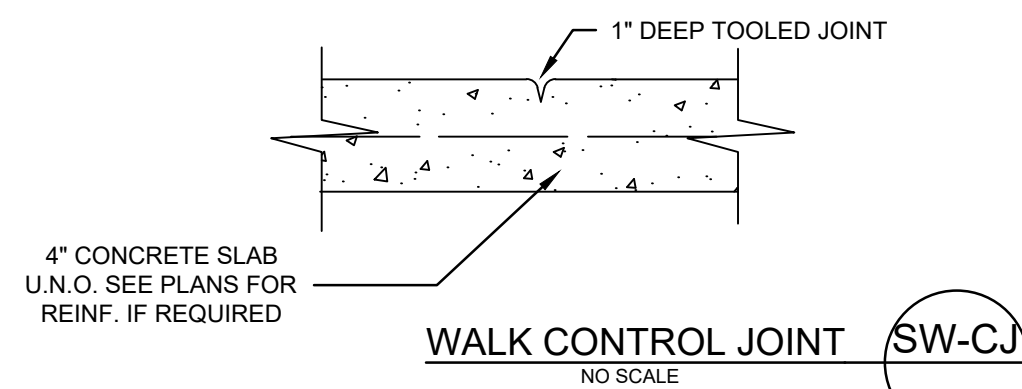
SHEET NO.
C2.1



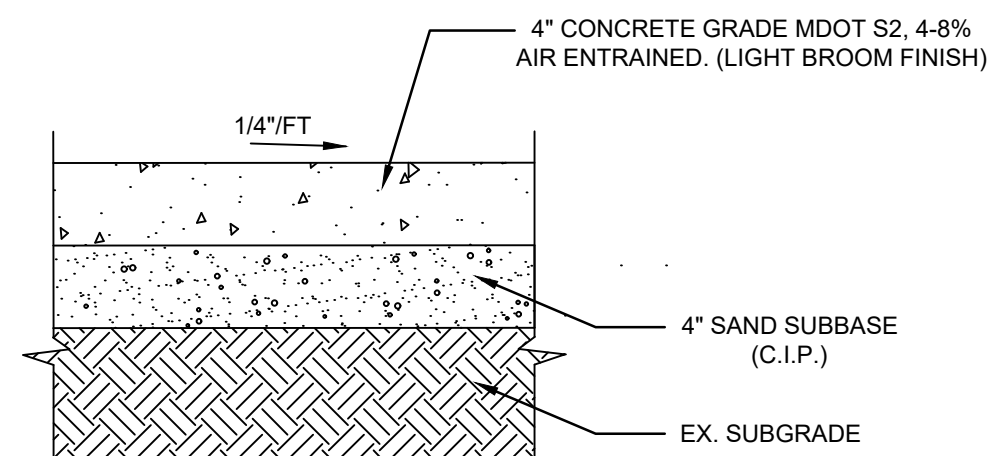
CONCRETE DRIVEWAY OPENING, DETAIL M (TYP.) CG-M
NO SCALE



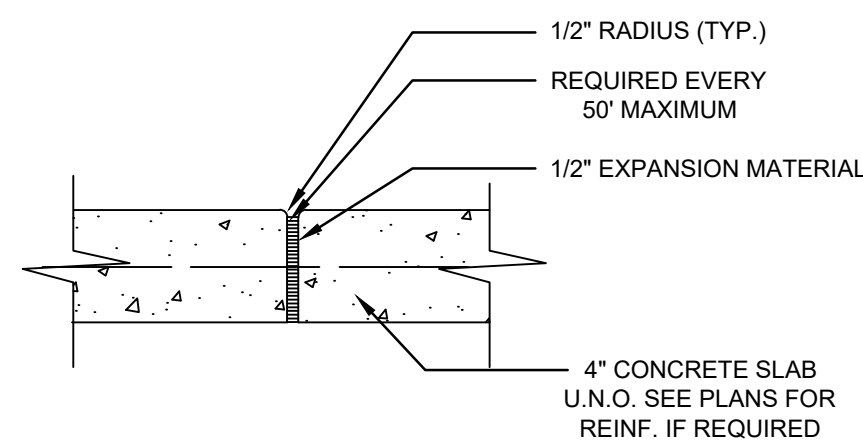
CONCRETE CURB & GUTTER CG-F4
DETAIL F4, MODIFIED
NO SCALE



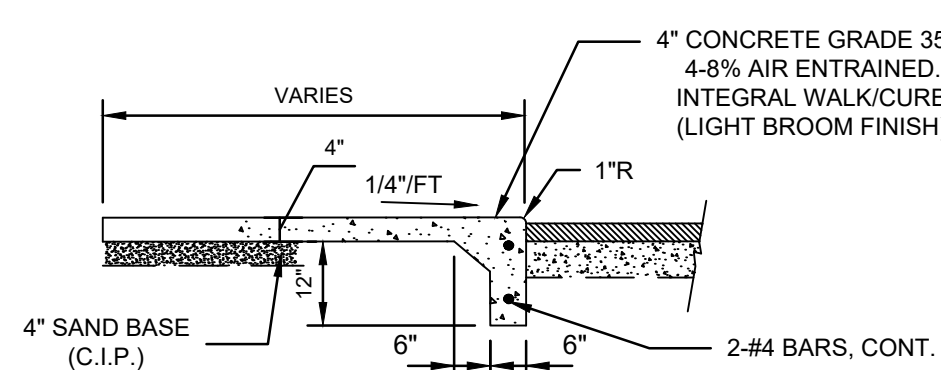
WALK CONTROL JOINT SW-CJ
NO SCALE



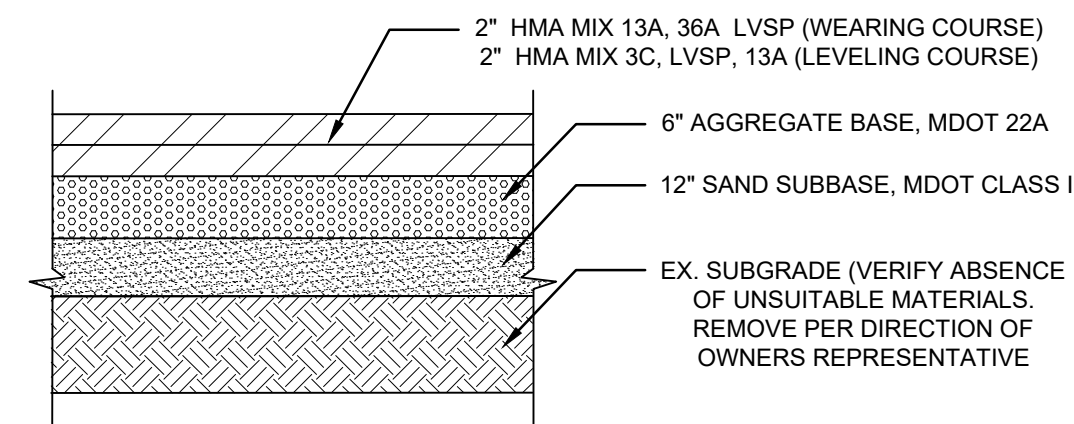
NOTE: 1) PROVIDE CONTROL JOINTS AT 5' O/C
CONCRETE SIDEWALK SECTION CP-4
NO SCALE



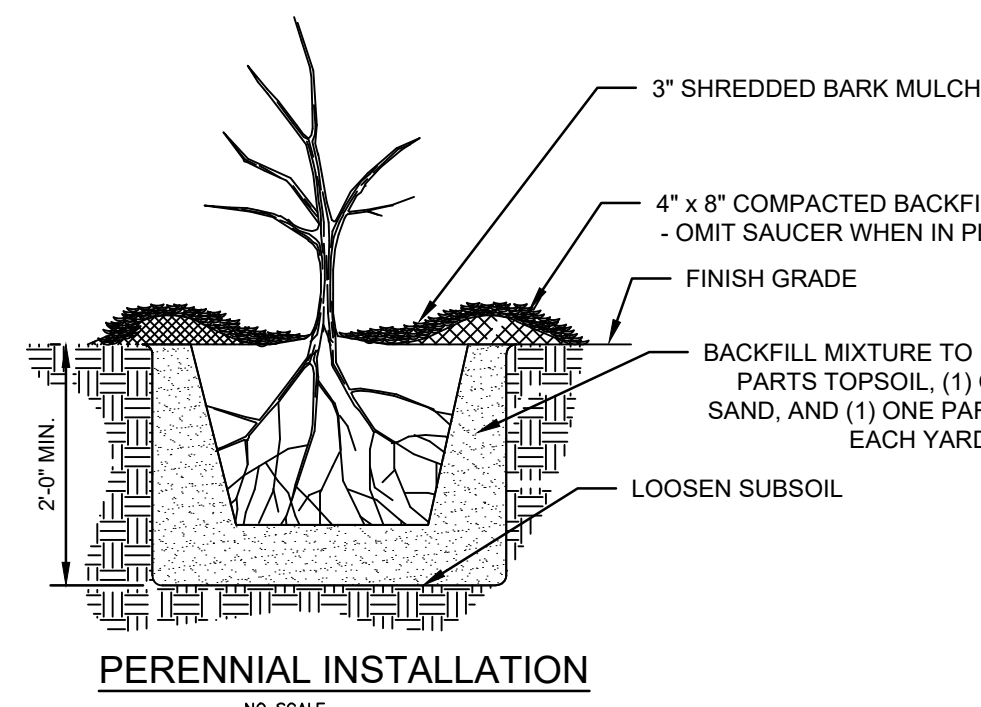
WALK EXPANSION JOINT SW-EJ
NO SCALE



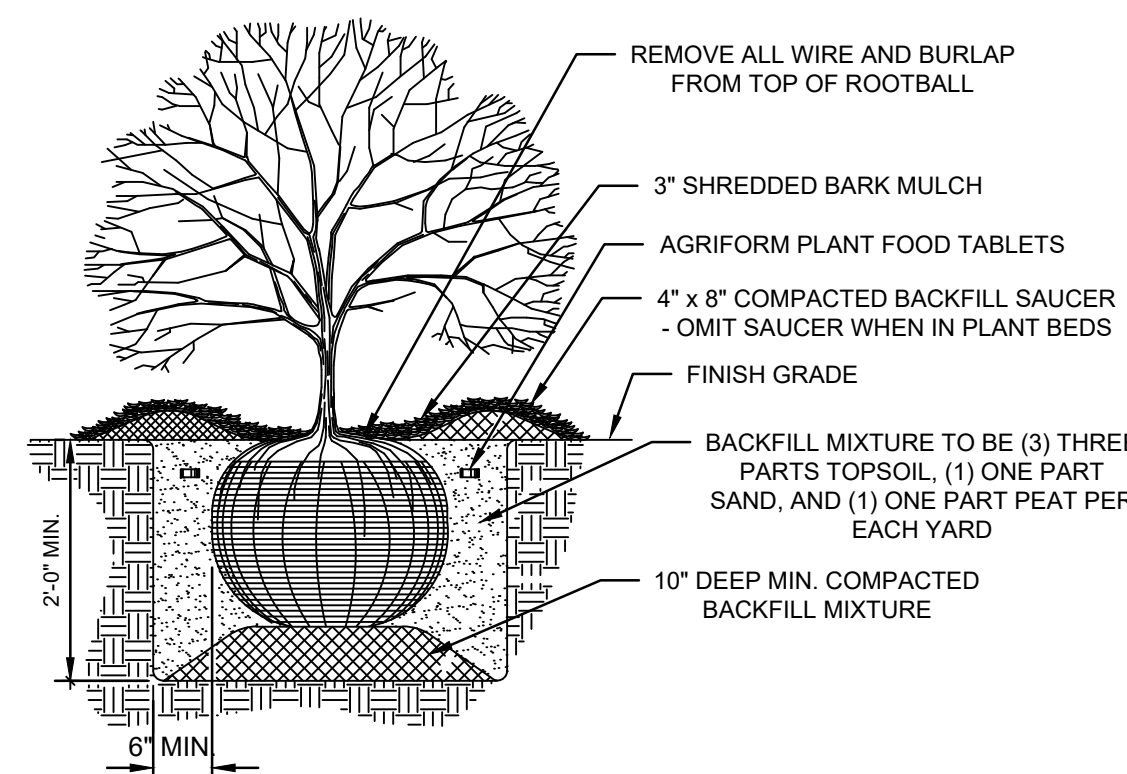
NOTE: 1) PROVIDE 3/8" EXPANSION JOINT WHERE WALK MEETS BUILDING
2) PROVIDE CONTROL JOINTS AT 6' O/C
CONCRETE SIDEWALK W/ FLUSH CURB SW-2
NO SCALE



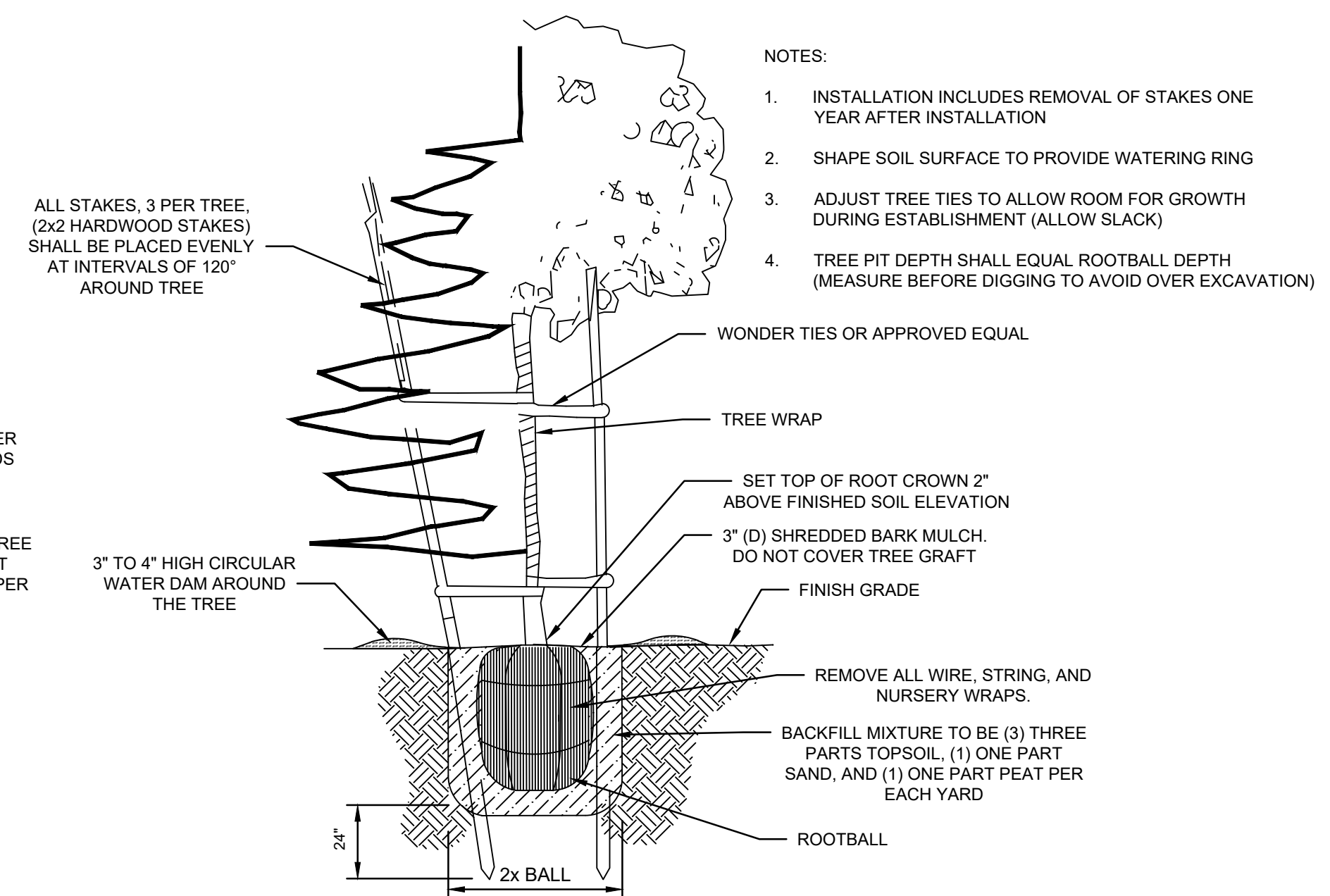
HMA PAVEMENT SECTION HMA
NO SCALE



PERENNIAL INSTALLATION
NO SCALE



SHRUB INSTALLATION
NO SCALE



- NOTES:
1. INSTALLATION INCLUDES REMOVAL OF STAKES ONE YEAR AFTER INSTALLATION
 2. SHAPE SOIL SURFACE TO PROVIDE WATERING RING
 3. ADJUST TREE TIES TO ALLOW ROOM FOR GROWTH DURING ESTABLISHMENT (ALLOW SLACK)
 4. TREE PIT DEPTH SHALL EQUAL ROOTBALL DEPTH (MEASURE BEFORE DIGGING TO AVOID OVER EXCAVATION)

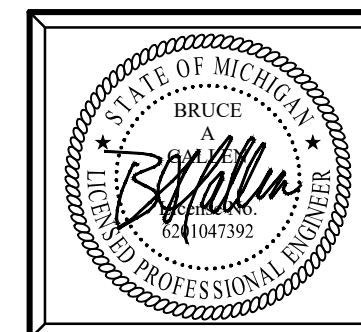
21 GRAM "AGRIFORM" PLANTING TABLETS AS FOLLOWS:
2 TABLETS PER 1 GAL. PLANT
3 TABLETS PER 5 GAL. PLANT
4 TABLETS PER 15 GAL. PLANT
LARGER PLANTS (2) TWO TABLETS PER 1/2" DIAM. OF TRUNK CALIPER

TYPICAL - TREE STAKING
NO SCALE

PRELIMINARY - NOT FOR CONSTRUCTION



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616-402-9600

NO.	ISSUANCE / REVISION	BY	DATE
1	SITE PLAN REVIEW	B.A.C.	07-08-26

ESOX ENGINEERING, LLC
700 ROBBINS ROAD
GRAND HAVEN, MI 49417
OTTAWA COUNTY, MICHIGAN
X-SECTIONS, NOTES, AND DETAILS

DRAWN BY J.W.C.	DATE APR '26
ENGINEER B.A.C.	DATE APR '26
EDIT	

SCALE DRAWING	SCALE PLOT SCALE
AS NOTED	1:1

PROJECT 026 ESX

SHEET NO.
C4.0

DATE: September 11, 2026
TO: City of Grand Haven Planning Commission
FROM: Brian Urquhart, City Planner
RE: 601 S. Beechtree Site Plan

Current Zoning: B, Beechtree District
Existing Use: Unused parking lot
Proposed Use: Mixed-use development
Future Land Use: Service/Residential

1.0 Request

Denny Dryer of Dryer Architects, on behalf of property owner Steve Musial, submitted a site plan application for a mixed-use development located in the western portion of the lot at 601 S. Beechtree. Mr. Dryer is proposing a mixed-use development, composed of 9 separate units on two structures on the current unused parking lot behind Clover Bar. The mixed-use development is similar to the uses located at 815 Verhoeks and 1500 Kooiman.

2.0 Background

In October 2025, City Council approved the rezoning of the rear portion of 601 S. Beechtree from Moderate Density Residential to Beechtree. The primary purpose to rezone was Beechtree district permits such uses as multiple-family residential and mixed-use. The site is challenged do it its position on the parcel, the shape, and the fact Woodlawn Ave. ends with a cul-de-sac, causing accessibility issues. In July, City Council did not approve a request to vacate the remainder of Woodlawn right-of-way. Therefore, the plan has been changed to provide a private drive within the Woodlawn right-of-way for access off Beechtree. That decision lies with City Council.

3.0 Plan Review

	West Building	East Building
Units	4	5
Sq. ft.	6,122	6,720
Dimensions	27'4" x 56'	24' x 56'
Parking	2 spaces each unit	2 spaces each unit

Building Elevations

The plans call for a 16 ft. walls with pitched roof for both buildings. Each building will have metal siding, split faced CMU, garage doors, windows. There is an option for a 2nd floor on some units. The buildings meet the required setbacks, height and building articulation in the TI District.

Landscaping

The preliminary plan calls for landscape screening along the north of the parking lot, screening from the property to the north. The plans also depict lawn area and tree and shrub planting throughout the area.

Access

The most important factor for the mixed-use development is access. The plan to include a driveway within the right-of-way would rest with City Council upon recommendation from the respective city departments. The plan does call for a 22 ft. wide drive just east of the development, providing access off Waverly Rd.

Per Sec. 40-306.01, the parcel will also need to be split, as no more than 1 principal use per lot is permitted. Clover Bar is planned to remain, and thus a different principal use on the same lot.

4.0 Next Steps

For this meeting, the Planning Commission is asked to give directions to the applicant regarding the proposal, such as building material, landscaping, snow removal, land use, neighborhood compatibility, and parking. Once the applicant is ready to move forward with the project, a detailed site plan review and special land use will be required. However, it is not expected a formal plan will be submitted until a decision on the private drive can be determined.

Attachments:

- A. Site Plan application
- B. Site Plan
- C. Building elevations

SITE PLAN REVIEW PERMIT APPLICATION

Community Development Department, City of Grand Haven

519 Washington Avenue, Grand Haven, MI 49417

Phone: (616) 935-3276 Website: www.grandhaven.org

1. Project Information

Address/location of property: Woodlawn East of cu de sac & West of Beechtree

Parcel #: 70-03-28-277-017

Zoning District: B

Current Use: Vacant

Proposed Use: Mixed Use

Area in Acres: 30,300sf .7A

Zoning of adjacent properties: B & MDR

2. Applicant

Name: Dennnis Dryer

Company: Dryer Architectural Group

Address #: 220. 1/2 Washington

Phone #: 616-846-5400

Email: dryerarch@gmail.com

3. Property Owner

Name: Steve & TJ Musial

Address: 601 S. Beechtree

Phone #: 616-638-1187 (Steve)

Email: _____

4. Required Attachments

- PDF + 5 copies of the application
- PDF + 5 copies of site plan
- PDF + 5 copies of the building elevations
- PDF + 5 copies of the landscape plan
- Project phasing plan (if applicable)
- Signage plan and details
- Proposed topographic map
- Existing topographic map

5. Fees and Escrow Deposit

Up to \$100,000: \$200.00

\$100,001 to \$500,000: \$300.00

\$500,001 to \$1,000,000: \$400.00

\$1,000,001 & Up: \$500.00

Estimate Project Cost: \$750,000

A deposit of \$1,500 shall be collected for all Planning Commission and Zoning Board of Appeals cases where it is expected that costs above staff time and one public hearing publication will be incurred. These expenses include additional public hearing notifications, attorney fees, engineering or surveying fees, or other special studies. Should expenses total more than the deposit, the applicant will be billed by the City for the additional costs, or additional escrow payment shall be required to complete the Planning Commission or Zoning Board of Appeals process. Should expenses total less than the deposit received, excess amounts shall be returned to the applicant.

6. Details of the Nature of Work Proposed *(please identify materials and colors to be used)*

9 MIXED USE UNITS



7. Buildings and Structures

Number of buildings on site: 2
Height of buildings & # of stories: 1 st 23'h

Use of buildings: Mixed
Height of rooftop mechanical equipment: _____

8. Floor Use and Area (in square feet)

Commercial Structures

Total floor area: West Bldg: 6,122sf
Open space (area & %): _____
Office space (area): _____
Retail space (area): _____
Industrial space (area): _____
Assembly space (area): _____
Seating capacity: _____
Maximum occupancy load: _____

Residential Structures

Total floor area: East Bldg.?? 6,720sf
Total # of units: _____
of 1 bedroom units: _____
of 2 bedroom units: 5 max
of 3 bedroom units: _____
Open space (area and %): _____
Rental or condominium?: Condo
Maximum occupancy load: _____

9. Setbacks *(see Article Four: District Regulations, Table 40-402.02, for setback requirements)*

Required front yard: 10' @ MDR 5' @ B
Required rear yard: ditto
Required total side yard: ditto

Proposed front yard: 10' @ MDR & 5' @ B
Proposed rear yard: "
Proposed total side yard: "

10. Parking *(see Article Six: Parking, for zoning requirements)*

Required # of spaces: 2 per unit
Typical angle of spaces: _____
Location of parking on site: Paving between bldg's
Shared parking agreement?: NA
Number of employees: ??
Explanation of screening (including location and materials): Screening to meet zoning ord 40-803.2

Proposed # of spaces: 18 (9 units) + 3 guest + 1HC
Size of spaces: 9x19
Number of handicap spaces: 1
Location and # of off-street spaces: 0

11. Loading *(see Section 40.605.04 for loading space requirements)*

Required # of spaces: _____
Typical angle of space(s): _____
Location of loading space(s) on site: _____
Explanation of screening (including location and materials): _____

Proposed # of spaces: _____
Size of space(s): _____

12. Site Lighting *(see Section 40-317 for lighting requirements)*

Building Lighting

of fixtures proposed: 9
Type of lighting proposed: LED Wall
Height of fixtures: 15'
Location of fixtures: over OHD

Parking Area Lighting

of fixtures proposed: Bldg & Parking the same
Type of lighting proposed: _____
Height of fixtures: _____
Location of fixtures: _____
Foot-candles at property line: 0

13. Landscaping *(see Article Eight: Landscaping, for zoning requirements)*

Location of landscape areas: N property line to

Proposed landscape material: Arb + Maple/Birch + Burning bush
& grass



14. Exterior Trash Receptacles (see Section 40-301.03 for Dumpster Enclosure requirements)

Location of receptacle: None Size of receptacle: _____
Enclosure material: _____ Height of Enclosure: _____

15. Mechanical Equipment (see Sections 40-306.08(C) & 40-322 for zoning requirements)

Ground Mounted Mechanical Equipment

of units: _____
Size of units (LxWxH): _____
Location of units: _____
Screening: _____

Rooftop Mechanical Equipment

of units: 9 -18 Cond Units
Type of rooftop units: Cond
Size of units (LxWxH): 18wx24"hc 12"w
Location of units: near middle of roof (Low Point)
Screening: AS Req'd.

16. Accessory Buildings (see Section 40-301 for standards for accessory buildings)

of accessory building(s): _____ Size of accessory building(s) (LxWxH): _____
Location of accessory building(s): _____

17. Emergency Access Features (contact City of Grand Haven Fire Marshal with questions)

Emergency Access Roads: _____
Location of hydrants and fire department connection (FDC): _____

18. Historic District information (contact [City of Grand Haven Historic Conservation District Commission](#))

Is this location within a Historic Conservation District? Yes/No/Unsure
Name of District, if applicable: _____

By signing below, permission is granted for city staff, including Planning Commissioners, to enter the subject property for purpose of gathering information to review this request. In addition, the applicant agrees to perform the described work in accordance with all applicable Sections of the City of Grand Haven Code of Ordinances. Signer will insure that all inspection requests are made a minimum of 24 hours prior to the requested time.

Signature of Applicant: _____ Date: 8-12-26

Print Name: Dennis Dryer

Signature of Owner: _____ Date: 8-12-26

Print Name: Steve Musial

Office Use Only

Case #: _____ Date Received: _____ Fee: _____

Date of Approval: _____ Date of Denial: _____ Approved by: _____





DRYER ARCHITECTURAL GROUP, PLC

220.1/2 Washington
Grand Haven, MI 49417
Phone: 616.846.5400
E-Mail: dryerarch@gmail.com

MUSIAL PROJECT DESCRIPTION

August 26, 2026

This project consists of 9 condominium units. 4 – 27’w x 52’l units & 5 – 24’w x 52’l units, with 70’ of paved maneuvering space between the 2 buildings.

This project is anticipated to be a “Mixed Use” project. Anticipated uses will range from “White Box” storage units (“Mancaves”) to large garage 2-bedroom living units with patios @ the rear yards & to “Contractor Facilities”.

The buildings will have a 4’h CMU base with 12’-6”h wood framed walls (metal side) with roof trusses 4’o.c. w/ 2x4 purlins @ 2’o.c & a “flat roof” with insulation on top of the roof framing. Each unit will have a 16’w x 14’h OHD with 3 panels of glass & a 3/0x6/8 service door on the “front” & a 6’w Sliding Glass Door & window to the rear yard.

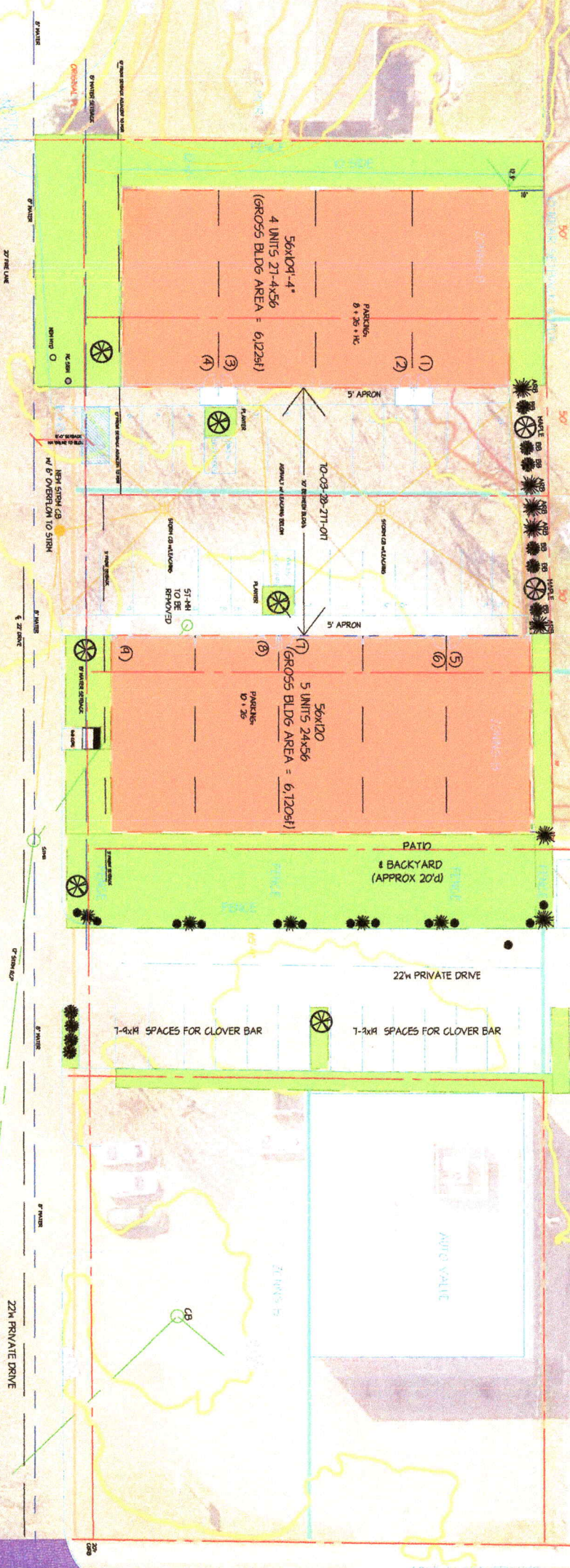
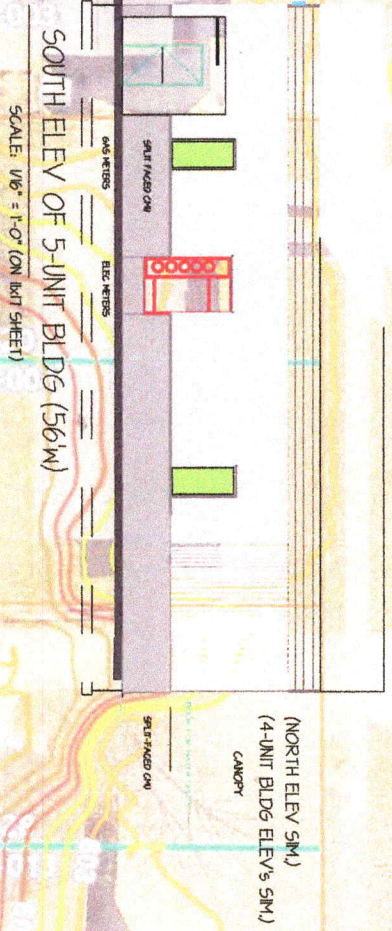
Fire suppression will be supplied if the units are residential in use & at least 1 “White Box” unit in each building will be HC accessible.

The project will have natural gas furnaces with options for A/C, Electric HW Heaters, 120A - 220V electrical service panels & cable/internet & phone services.

The property will be split off from the restaurant parcel & a private 22’w drive will be installed off Beechtree in the ROW for Woodlawn.

Anticipated construction is expected to start spring of 2027.

FROM:
Dennis Dryer - President



SITE PLAN (9-UNITS)
SCALE: 1" = 40'

1"=40'

MUSIAL
MIXED USE
PROJECT
WOODLAWN LOTS
GRAND HAVEN, MI

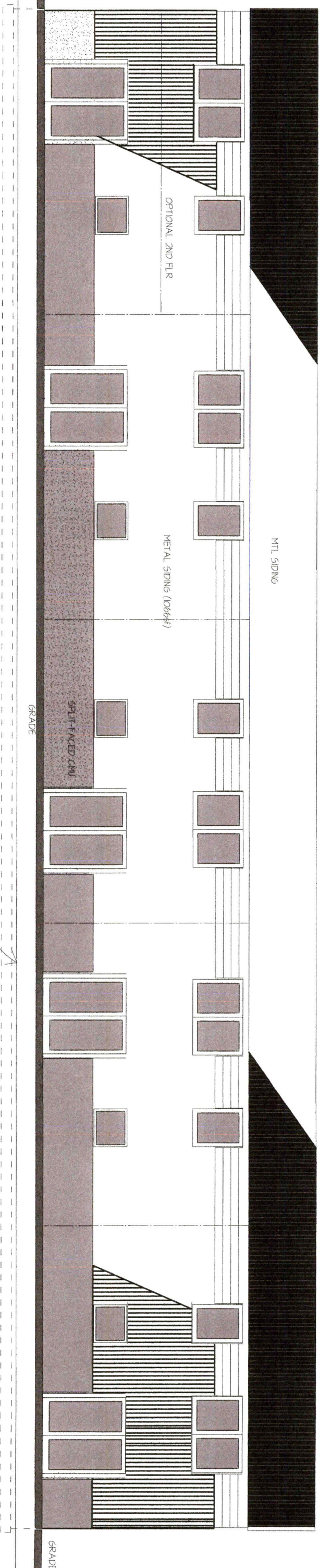
dryer architectural group
architecture/interior/design consultants
208 1/2 Washington
Grand Haven, Michigan 49417
616/844-5400
dryer@original.com

Drawn: DDD
Date: 08-10-26
Revisions:
1 Date By
2
3
4
5

Checked: ddc
Proj. No. 25-836
Sheet:
99-40

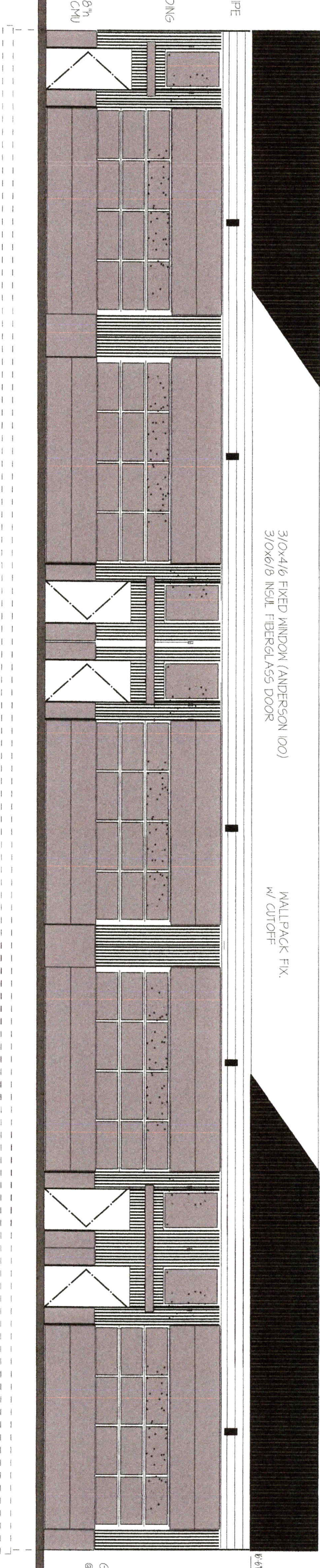
08-11-26
File No.: 333 SP-9





EAST ELEV 5-UNIT BLDG (EAST)

SCALE: 1/8" = 1'-0" (ON 11x17 SHEET)



WEST ELEV. - 5-UNIT BLDG (EAST)

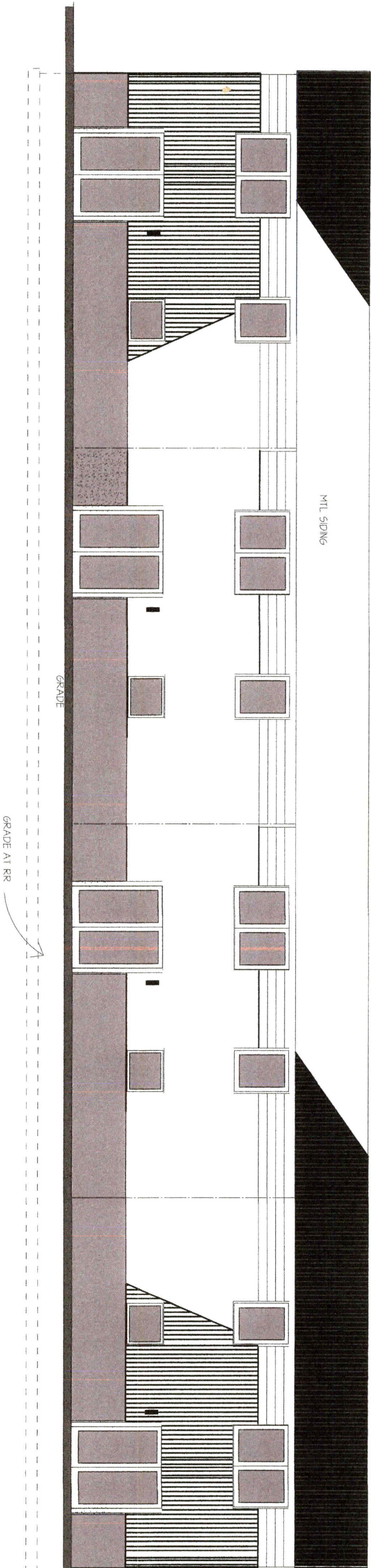
SCALE: 1/8" = 1'-0" (ON 11x7 SHEET)

MUSIAL
MIXED USE
PROJECT
WOODLAWN LOTS
GRAND HAVEN, MI

dryer architectural

220 1/2 Washington
grand haven, michigan 49
616/846-5400
dryerarch@msb1.com

DRAWING INFORMATION					
DRAWN:	DDD		CHECKED:		
DATE:	08-10-26		PROJ. NO.		
REVISIONS	BY	SHEET:			
1	Date	EAS			
		ELL			
FILE NO.: 839 ELEV					



MTL SIDING

GRADE

GRADE AT RR

COLOR STRIPE

METAL SIDING

SPLIT-FACED CMU
GRADE

WEST ELEV - 4-UNIT BLDG

SCALE: 1/8" = 1'-0" (ON 11x17 SHEET)

CANOPY:
2x8 FRAMING w/7/16" OSB ROOF SHEATHING
EPDM ROOFING + CAR SIDING CLG.
SS CABLE W/ TURNBUCKLES

EPDM ROOF

3/0x4/6 FIXED WINDOW (ANDERSON 100)
3/0x6/8 INSUL FIBERGLASS DOOR

WALLPACK FIX.
w/ CUTOFF

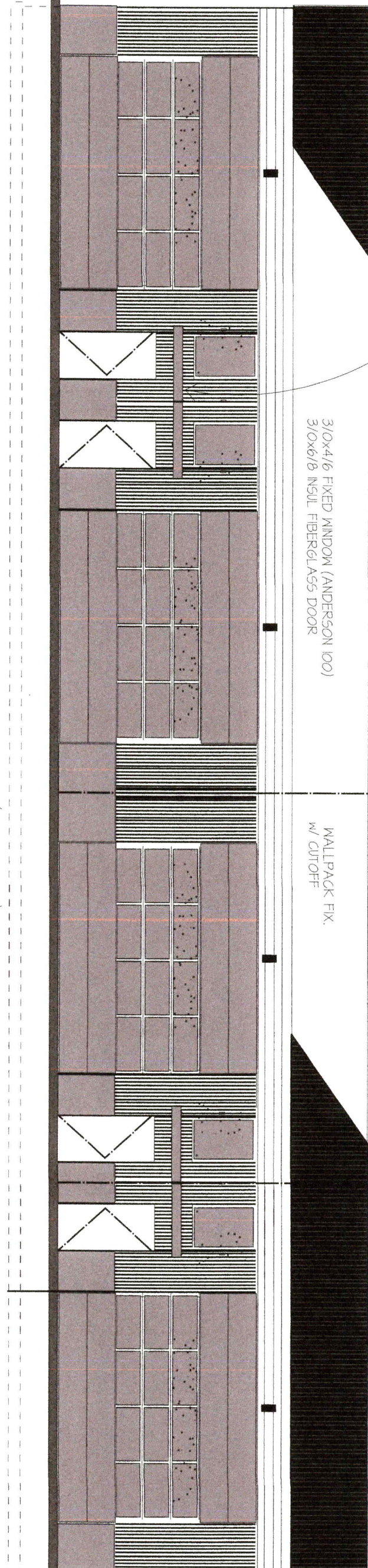
COLOR STRIPE

METAL SIDING

SPLIT-FACED CMU
48" h

EAST ELEV - 4-UNIT BLDG (WEST)

SCALE: 1/8" = 1'-0" (ON 11x17 SHEET)



16'-6" BRG WALL

GAS METERS
@ 5 ELEV

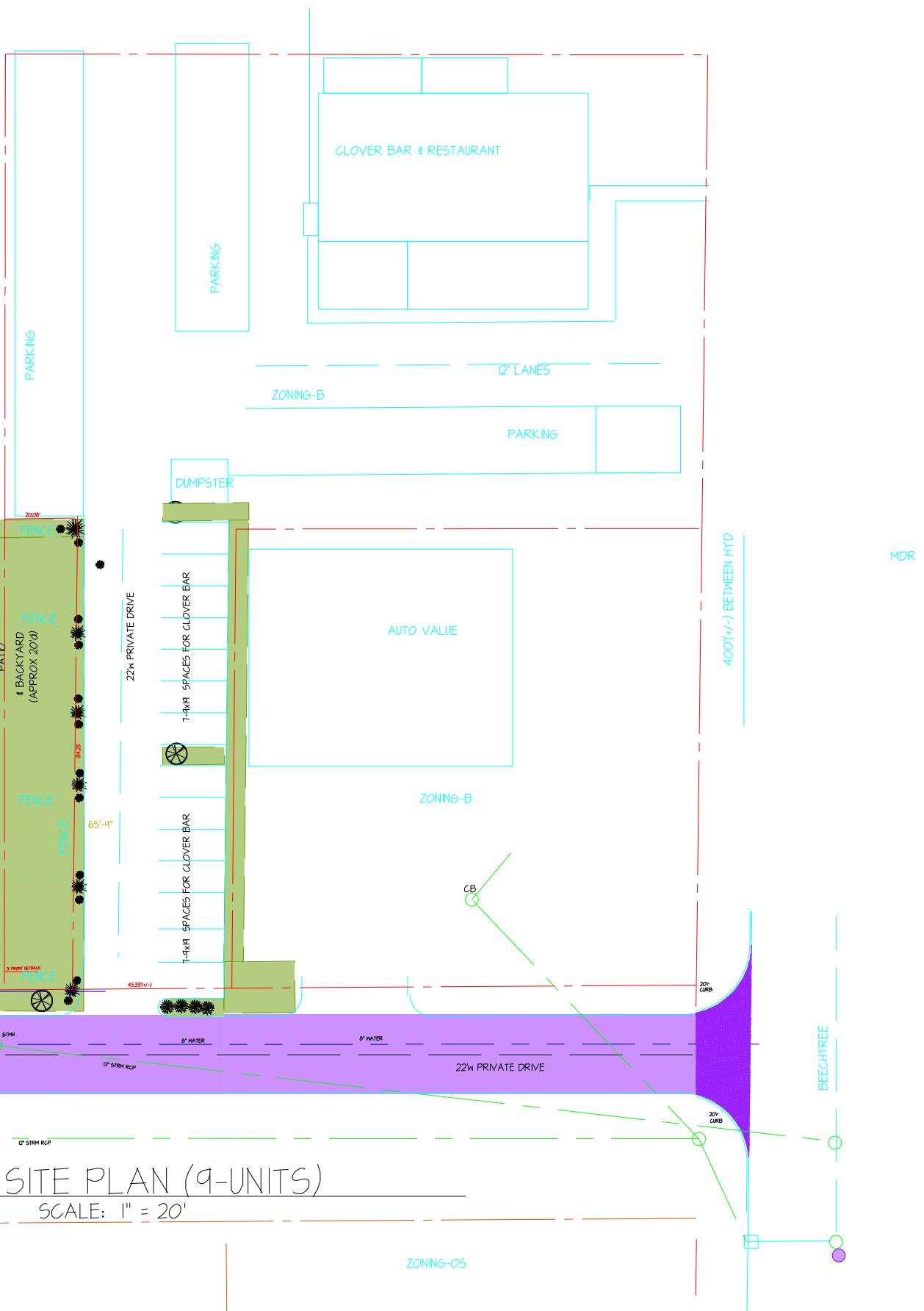
08-11-26

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Drawn:	DDJ	Checked:	
Date:	08-10-26	Proj. No.:	254
REVISIONS		SHEET	
#	Date	By	

WEST BLDG
ELEV

dryer architectural gfc
architecture/interiors/design co.,llc
228 1/2 Washington
Grand Haven, Michigan 49417
616/946-5400
dryerarch@aol.com

MUSIAL
MIXED USE
PROJECT
WOODLAWN LOTS
GRAND HAVEN, MI



08-18-26

DRAWING INFORMATION																								
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Date: <u>08-10-26</u>		PROJ. No. <u>25-839</u>																						
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#	REVISIONS																							
Date		By																						
FILE No.: 839 SP-9																								

DATE: September 10, 2026
TO: City of Grand Haven Planning Commission
FROM: Brian Urquhart, City Planner
RE: 224 Washington Ave. (former Jewelry building)

Current Zoning: CB, Central Business District
Existing Use: Vacant
Proposed Use: Residential above retail, office, and event center
Future Land Use: Central Business

1.0 Request

Denny Dryer of Dryer Architects, on behalf of business owner Nick Ford, submitted conceptual plans and sketches for the redevelopment of 224 Washington Ave. (referred to as the former Jewelry Building). The plan is to renovate the structure and incorporate retail, event and residential uses. According to building records, the building was constructed in the 1880s. In 2020, the Planning Commission approved a site plan to allow for retail/office on the main level with 7 residential units on the upper level. This site plan has since expired as the building has continued to be vacant.



Street View

2.0 Plan Review

Proposed Uses

The plan calls for large retail space in front of the main level, and private offices in the rear. The second floor will include a private residence. The roof top will be converted into an active event space with enclosed kitchen prep space, restrooms, storage area, elevator shaft and stairway. The basement would be converted into a private garage with 3 spaces for strictly residential use. The main level use will also be included as part of the event space, which will occur during non-retail hours.

Building Elevations

The north elevation is proposed to remove the awning and install large windows that would run floor to ceiling, increasing the transparency of the primary wall. The upper-level windows will be replaced. The south elevation of the building is shown to include new windows, entrance, garage door, and possible balconies off the 2nd level. No other exterior building changes are proposed.

Parking Exemption

No public parking is available on site. All parking for the retail, office or event space will need to be utilized by existing on street and off-street public parking. However, due to the change in parking ratios, per Sec. 40-600.01.C, the City Council may grant a parking exemption from the increase in parking demand.

3.0 Next Steps

The Planning Commission is asked to give direction to the applicant regarding the proposal. Once the applicant is ready to move forward with the project, a detailed site plan review shall be required. Furthermore, an event center would be classified as a large place of public assembly, which requires special land use approval in the CB district. A public hearing can be scheduled for the October meeting.

Prior to the October PC meeting, the plan will come before the Historic Commission and MSDDA for their comment.

Attachment:

- A. Project narrative
- B. Building sketches



DRYER ARCHITECTURAL GROUP, PLC

220.1/2 Washington
Grand Haven, MI 49417
Phone: 616.846.5400
E-Mail: dryerarch@gmail.com

NARRATIVE: 224 WASHINGTON

Property Tax ID # : 70-03-20-436-011

Property Description: W 43 FT OF N 58 FT LOT 243 & W 43 FT LOT 244 ORIGINAL PLAT

224 Washington (& 226 Washington) formerly the building housing Grand Haven Jewelry.

It is approximately 43'w. x 86'd & totally fills the site, property line to property line.

The existing building has been vacant since before 2020 when the Jewelry Store closed & the present owner, Kyle Doyon, "Gutted" the building.

The uses proposed by the new owner:

- Basement: Net Area – 4,529Ssf
Parking & Storage for the residence on the 2nd Floor & Storage for the Main Level Tenant. A 12'w. ramp is proposed from the alley to the basement.
- Main Level: Net Area – 4,775 sf
Will be a shared use - Visual 40 ("Big Wall Décor" - Retail) & an Event Center for Gatherings, Weddings, etc.
- Upper Level: Net Area – 4,954 sf
Residence for the owner of the building
- Roof Level: Outdoor Event Center w/ "Tented" gathering space (Occupant Load 150(+/-) & Accessory indoor space (Elevator Landing, Toilet Rooms, etc.- 1500sf). The Roof Structure is planned to be new construction (over the existing roof structure).

Handicap accessibility will be accomplished using a grade level entry off the alley that will have access to the elevator to get to the main level & roof uses. The residence will also have elevator access.

NORTH ELEVATION:

The main level of the front elevation will be revamped to include new “Storefront Glazing” with a sidewalk level entrance to an airlock, w/ steps in the airlock to the main level. The main level will have approximately 64% transparency.

The upper level of the front elevation will receive new windows in the existing openings (no balconies are proposed). The existing brick veneer is proposed to remain intact.

SOUTH ELEVATION:

The main level of the south elevation will get a substantial facelift. An 8’w. alley level entry will be installed to the elevator shaft w/ steps to the main level. There is approximately 26” difference in elevation.

A stairwell (from roof deck to alley level) will exit on the south wall.

A 12’w x 8’h overhead door will be installed for access to the ramp to the basement.

New openings in the wall will be created for the upper level residence. Cantilevered Balcony(ies) may be proposed at this level.

The enclosed Roof Level Facilities will show at the south elevation.

S. elevation Finishes: We anticipate a 2’h(+/-) “stone” band above the sidewalk with EIFS proposed to cover the revamped existing brick façade. EIFS is proposed at the new Roof Structure.

HVAC:

Natural gas forced air heating w/condensing units for AC. Units could be rooftop mounted or on a mechanical mezzanine (installed over the ramp). TBD

ELECTRICAL:

2 services 120/240v

PLUMBING:

6” sanitary Line anticipated.

STORM WATER:

Roof drains to be connected to city storm system.

FIRE SUPPRESSION:

All levels to have fire suppression system. A 6” or 8” water line is into the basement.

Sketches are provided.

They have been sketched over the previous owners’ drawings of the building.

FROM:

Dennis Dryer - President

100 8.2 27.1 1920.0

0076
Set



WALL TYPE LEGEND:

- W1 CONCRETE BEARING WALL SYSTEM
 - 12" CONCRETE BEARING WALLS
 - 12" CONCRETE BEARING WALLS ON CORE (20" TYP)
 - 12" CONCRETE BEARING WALLS ON CORE (20" TYP)
 - 12" CONCRETE BEARING WALLS ON CORE (20" TYP)
 - 12" CONCRETE BEARING WALLS ON CORE (20" TYP)
- W2 INTERIOR BEARING WALL SYSTEM
 - 8" VIBRA-SHIELD SYSTEMS @ 16" O.C.
 - 8" VIBRA-SHIELD SYSTEMS @ 16" O.C.
 - 8" VIBRA-SHIELD SYSTEMS @ 16" O.C.
 - 8" VIBRA-SHIELD SYSTEMS @ 16" O.C.
 - 8" VIBRA-SHIELD SYSTEMS @ 16" O.C.
- W3 INTERIOR WALL SYSTEM
 - 8" VIBRA-SHIELD SYSTEMS @ 16" O.C.
 - 8" VIBRA-SHIELD SYSTEMS @ 16" O.C.
 - 8" VIBRA-SHIELD SYSTEMS @ 16" O.C.
 - 8" VIBRA-SHIELD SYSTEMS @ 16" O.C.
 - 8" VIBRA-SHIELD SYSTEMS @ 16" O.C.
- W4 INTERIOR WALL SYSTEM
 - 8" VIBRA-SHIELD SYSTEMS @ 16" O.C.
 - 8" VIBRA-SHIELD SYSTEMS @ 16" O.C.
 - 8" VIBRA-SHIELD SYSTEMS @ 16" O.C.
 - 8" VIBRA-SHIELD SYSTEMS @ 16" O.C.
 - 8" VIBRA-SHIELD SYSTEMS @ 16" O.C.
- W5 INTERIOR WALL SYSTEM
 - 8" VIBRA-SHIELD SYSTEMS @ 16" O.C.
 - 8" VIBRA-SHIELD SYSTEMS @ 16" O.C.
 - 8" VIBRA-SHIELD SYSTEMS @ 16" O.C.
 - 8" VIBRA-SHIELD SYSTEMS @ 16" O.C.
 - 8" VIBRA-SHIELD SYSTEMS @ 16" O.C.

ML PLAN

100'-0"
91'-0"
2'-0"

6/12/11

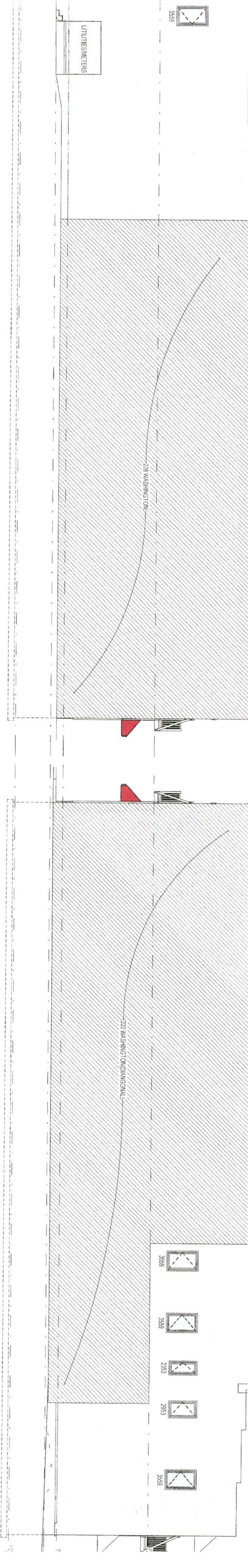


NOTE: ALL OCCUPANT LOADS CALCULATED @ 60SF/OCC - TOTAL (WORST CASE)

MAIN LEVEL = 4,994 SQ. FT.



MAIN LEVEL PLAN

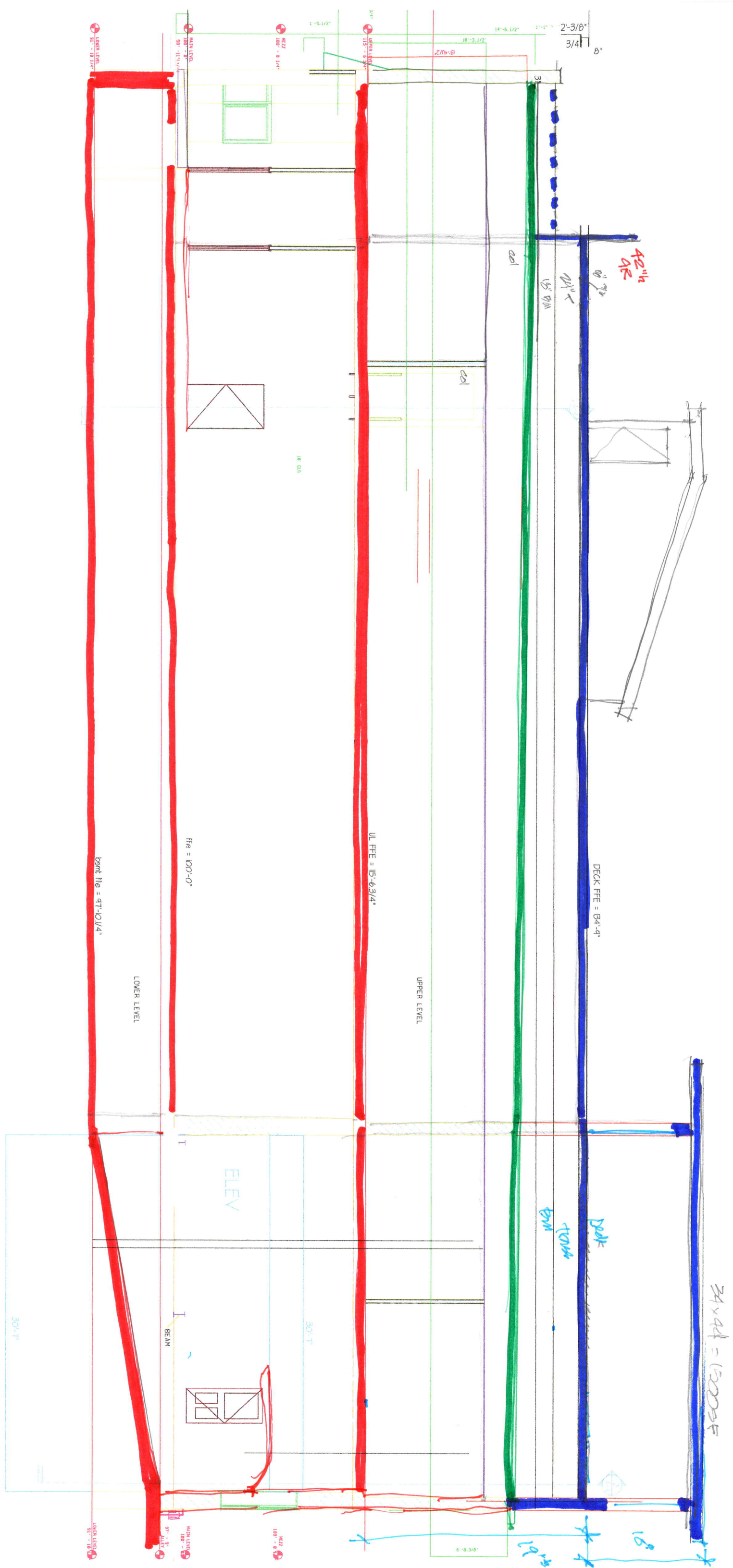


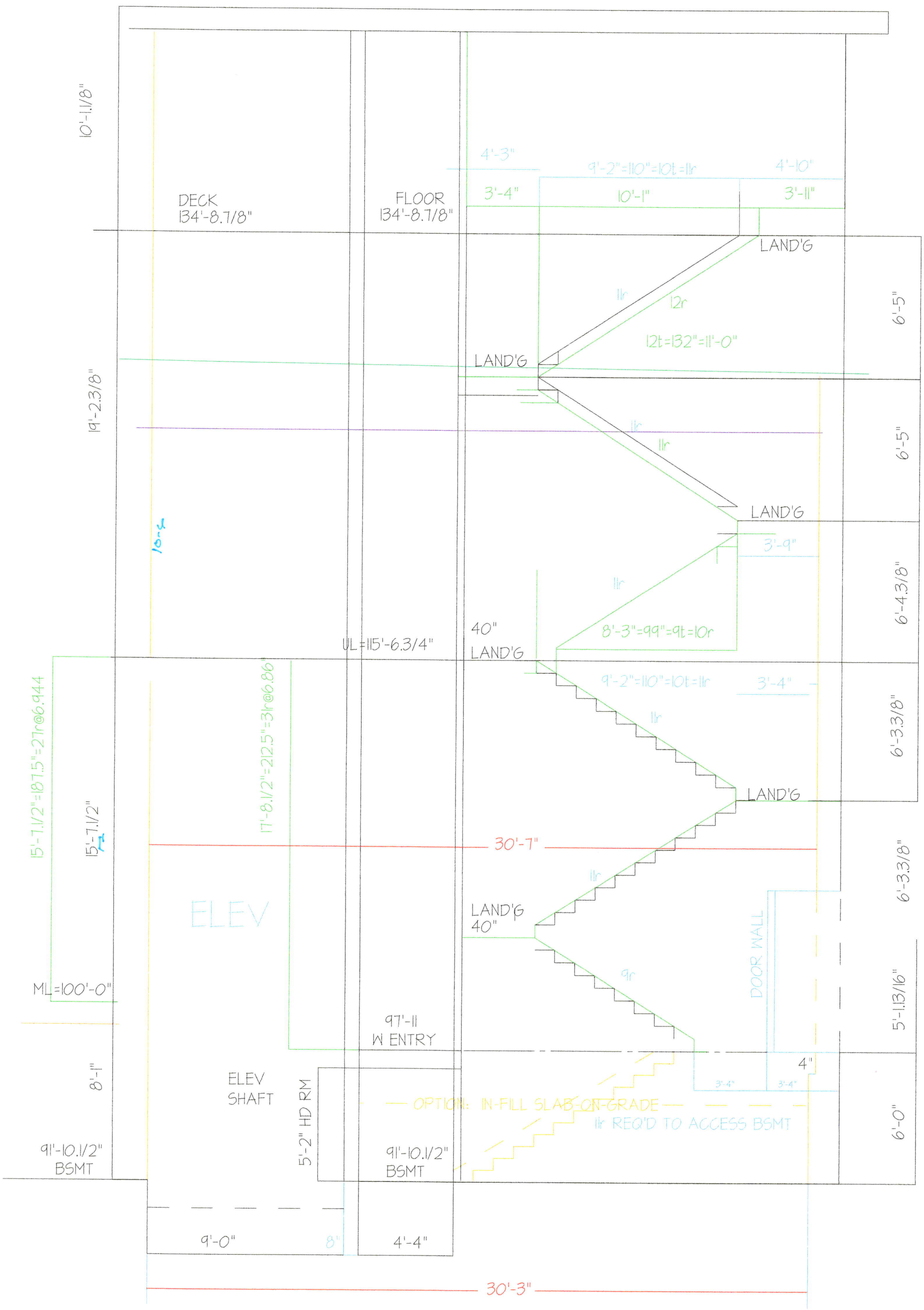
D EAST ELEVATION
A4 1/8" = 1'-0"



C WEST ELEVATION
A4 1/8" = 1'-0"







DATE: Spetember 11, 2026
TO: City of Grand Haven Planning Commission
FROM: Brian Urquhart, City Planner
RE: Zoning Text Amendment: Towing and Recovery Facility

Introduction

At the June 17 ZBA meeting, the ZBA made a motion to approve an appeal to the nonconforming use of an automobile and towing and recovery facility at 321 N. 7th St. The motion included the following:

The Planning Commission shall initiate an amendment to the zoning ordinance to establish a definition of automobile towing and recovery facility and decide of which specific zoning district would permit the automobile towing and recovery facility use, either by right or special land use. The Planning Commission shall prepare the necessary standards for approval if such use is permitted by special land use.

Based on the requirement from the ZBA, staff compiled a list of possible zoning districts in which automobile towing and recovery facility would be located.

Zoning District	By Right or SLU	Compatible uses	Compatible standards
Commercial	Right	Major Automobile repair	Sec. 40-507
Transitional Industrial	SLU	Major Automobile repair, contactors establishment	Sec. 40-507, Sec. 40-516
Industrial	SLU	Major Automobile repair, contactors establishment	Sec. 40-507, Sec. 40-516
Beechtree	SLU	Major Automobile repair, contactors establishment	Sec. 40-507, Sec. 40-516

Definition

In researching definitions, staff would recommend amending Sec. 40.201.01 to include:

Automobile towing and recovery facility means a facility that provides temporary outdoor storage for wrecked, licensed vehicles awaiting insurance adjustment or transport to a repair shop. This facility can include vehicles recently towed for parking and moving violations.

A towing and recovery facility is intended for temporary placement of automobiles, not assembly of parts, materials and equipment, frequently defaulting into junk or salvage yards. A junk yard or salvage yard would be best suited on larger parcels that are not in the vicinity of residential uses and should be restricted to Industrial districts.

Special Land Use Standards

Based on the research it would be beneficial to establish the use of an automobile towing and recovery facility as a special land use in the compatible districts above. The following could be used as standards for review of the special land use.

Sec. 40-5##. SLU Standards: Automobile Towing and Recovery Facility. Automobile towing and recovery facility uses that require a Special Land Use permit shall meet the following standards:

1. Access and Maneuverability. All buildings, structures and parking areas shall be arranged so as to allow all maneuvering of tow trucks, flatbed trucks and other equipment transporting or towing motor vehicles to conduct operations entirely on the site of the vehicle towing service property without encroaching onto the public right-of-way except when entering and exiting the site.
2. Salvage. A vehicle towing service shall not engage in salvage operations, sale of parts or dismantling of motor vehicles.
3. Repair. A vehicle towing service shall not engage in motor vehicle repair activities unless it is also approved as an automobile repair facility.
4. Vehicle Storage. Motor and recreational vehicles stored at a vehicle towing service site shall:
 - a) Be kept within an enclosed building or structure or outdoors in a secure fenced-in area screened from view with appropriate approved landscaping, and
 - b) Not be stored outdoors for more than ## days.
 - c) Stored in side or rear yard.
5. Paving Requirements. All surfaces for maneuvering and storage of motor and recreational vehicles shall be paved with asphalt or concrete and shall be graded to conduct stormwater to a collection system approved by the City
6. Vehicle Fluid Capture. Motor and recreational vehicles stored on a vehicle towing service site shall be stored within or upon containment equipment intended to capture any fluids which may leak from the motor and recreational vehicles.
7. Hazardous Wastes. All hazardous or toxic wastes accumulated on a vehicle towing service site shall be stored and disposed of in accordance with applicable state and federal requirements. No hazardous or toxic substances shall be discharged to the public sanitary sewer or stormwater systems or to groundwater or surface water features.
8. Outdoor Lighting. Any outdoor storage area shall be illuminated and comply with the standards of Article ##, Section ###.
9. Parking. Parking and access shall be compatible with the adjacent neighborhood and this use shall not create a shortage in parking for the subject property.

If the zoning text amendment is adopted, the following existing facilities defined as a towing and recovery facility, would be considered the following type of use:

Towing business	Address	Zoning District	Use Type
Dick's Towing	321 N. 7 th St.	NMU – Neighborhood Mixed-Use	Lawful nonconforming
Tri-City Towing	431 N. Griffin St.	TI - Transitional Industrial	Lawful conforming
RR Towing and Recovery	1445 Waverly Ave.	B - Beechtree	Lawful conforming

DATE: September 11, 2026
TO: City of Grand Haven Planning Commission
FROM: Brian Urquhart, City Planner
RE: City Planner Report - September

Included in the packet is correspondence from a neighbor regarding the decision to approve Case 26-16, a special land use for short-term rental at 26 Edward at the August 11th meeting. Staff will provide greater detail of the concerns raised in the letter during the City Planner report.

September 3, 2026

Grand Haven City Council
Grand Haven Planning Commission
519 Washington Avenue
Grand Haven, MI 49417

RE: Objection to Approval of Case 26-16 — Special Land Use Permit, 26 Edwards Avenue

Dear Members of the City Council and Planning Commission,

We are writing as residents and property owners within 300 feet of 26 Edwards Avenue to formally object to the approval at the Planning Commission meeting on August 11, 2026 of Case 26-16, the special land use permit for a short-term rental at that address, and to request corrective action.

What happened

On May 12, 2026, this application came before the Planning Commission. The public hearing was opened, testimony was heard, and the hearing was closed. Six neighbors submitted opposition letters, attended and spoke in opposition, raising concerns about parking, traffic, noise, trash, and the cumulative impact of short-term rentals on an already congested residential street. The Commission voted on a motion to approve the permit. It failed, 4 to 4.

That was a decision on the merits, not a tabled or adjourned matter. Under the Commission's own bylaws, a rescheduled or reconsidered public hearing is required to meet the same notice requirements as an initial hearing. Michigan's Zoning Enabling Act likewise requires published, posted, and mailed notice to neighboring property owners before a special land use hearing.

Despite that, this case returned before the Commission at the August 11 meeting and was approved — without any notice to the neighbors within 300 feet. None of us attended the August meeting or submitted written comment, because none of us knew it was happening.

Why this matters

This is not a technicality. Notice to neighboring property owners is a legal requirement and the mechanism by which residents have any opportunity to be heard before their neighborhood is affected by a change like this one. Skipping it did not just deprive us of our right to be heard — it deprived the Commission of the record it needed. We understand that at least two members who voted on this case in August had not served on the Commission in May and had no exposure to the testimony and objections raised at that hearing. The decision made at the August meeting was made on an incomplete record, by a body that did not hear from the people most directly affected.

We also want to be candid about how this looks from the outside. A special land use application that failed once came back and was approved on a second attempt, at a meeting the affected neighbors were not told about, commercially benefiting an out of state owner who does not live here and has owned the property for mere months, over the assumed objections of residents who have lived and worked here for decades. Whatever the explanation, the appearance is that the process was structured in a way to avoid hearing from us — and we do not think that appearance is one this Commission or Council should be comfortable with.

What we are asking for

1. That the Planning Commission rescind or formally reconsider the approval of Case 26-16.
2. That, if the application proceeds, it be scheduled for a new public hearing with full, proper notice to every property owner and occupant within 300 feet, as required by the City Zoning Ordinance and the Michigan Zoning Enabling Act, and that an appropriate amount of time pass as required by Section 40-123 of the City Code.
3. That the City Council and Planning Commission provide a public explanation of how this case returned in August without notice so that residents can have confidence this will not happen again on this or any other case.

We are requesting a written response to this letter and would appreciate the opportunity to have these concerns addressed at the upcoming Council and Commission meeting.

Sincerely,

Catherine and Brian Ruster
9 Peterson Ridge, Grand Haven

Jeffrey R. Miller and Margot Van Dis
1120 Harbor Drive, Grand Haven

Nancy and Warren Wildeman
12 Edwards Avenue, Grand Haven

Julie Busta
8 Edwards Avenue, Grand Haven

Eloy and Marcia Cantu
16 Edwards Avenue, Grand Haven

Robert and Nicole King
6 Peterson Ridge, Grand Haven

Mark and Missy Raisbeck
40 Edwards Avenue, Grand Haven

cc: Ashley Latsch, City Manager
Brian Urquhart, Planning Director