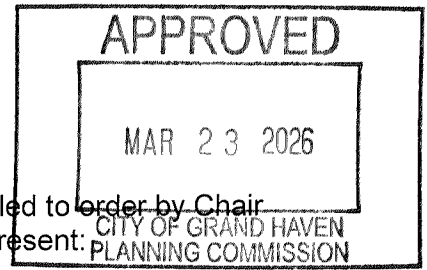


**CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
PLANNING COMMISSION MINUTES
Tuesday, February 10, 2026**



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

Present: Amy Kozanecki, Vice-Chair Joe Pierce, Dan Borchers, Chair Ryan Galligan, Jennifer Smelker, David Skelly, Magda Smolenska,

Absent: Tamera Owens

Also Present: City Planner Brian Urquhart, Mayor Bob Monetza, Mayor Pro Tem Mike Dora, City Manager Ashley Latsch, Assistant City Manager Dana Kolleweher, and members of the public.

Approval of Minutes

Motion by **Skelly**, seconded by **Smelker**, to approve the minutes of the December 9, 2025, meeting.

All ayes. **Motion passes.**

Approval of Agenda

Motion by **Pierce**, seconded by **Smolenska**, to approve the agenda as written.

All ayes. **Motion passes.**

Call to the Audience: First Opportunity

Mayor Bob Monetza, 945 Washington, spoke about the history of key streets as a planning commissioner.

Continuation of Work Session

Urquhart asked for consensus on the proposed text amendments and how to proceed for the next work session. The findings will be presented to the Planning Commission in March.

New Business

Case 26-02: Discussion of site plan application for mixed-use development at 7th St. & Washington Ave. (parcel #70-03-21-353-006).

Urquhart presented the case, and no preemptive action was needed at this time. Urquhart explained that John Groothuis of Capstone Companies, on behalf of property owner John Steinbach, has submitted a layout plan, conceptual renderings, and elevation details for a proposed mixed-use development for 7 N. 7th St. (named the Flatiron Building) at the corner of 7th St. and Washington Ave. The parcel is triangular-shaped, abutting Washington Ave., 7th St., and the CSX railroad right-of-way. The parcel shape offers creativity in design and construction. This site is a key location that establishes the framework for future development in Centertown.

Mr. Groothuis has requested a pre-application meeting with the Planning Commission to obtain feedback on the proposed redevelopment. Once feedback is received, a detailed site plan will be subject to the requirements in Sec. 40-115.02 and can be submitted.

7 N. 7th St. is a 3,023 sq. ft. single-story brick building that currently houses Vintage Green, Overtime Sports, and Fashion Forward Design. The plan is to demolish the existing building and construct a 3-story mixed-use building, with ground floor retail, 4 residential units on the second and third floors, and an attached 5-stall garage with 1 residential unit. The carriage house is connected by an open balcony, with a trellis above. The 5-stall garage contains the capability for installing a lift, creating space for 10 vehicles. Sec. 40-605 requires 1.2 spaces for each residential unit above retail in mixed-use development, therefore $5 \times 1.2 = 6.2$ or 6 spaces is required. A minimum of one garage unit will need to have a lift to satisfy the parking requirements. The driveway will be access from 7th Street. The application does indicate the residential development will be in the form of a condominium, with possible short-term rentals in the future. A special land use permit would be required for each dwelling unit seeking short-term certification.

The exterior of the Flatiron building is composed of brown and buff brick with black brick accents. Spandrel and storefront bulkhead panels are shown to be painted fiber cement board or similar smooth hardboard siding. The color scheme includes a prefinished gray metal panels for roof fascia and metal panels at the top of the wall. The site plan depicts the garage doors comprised of wooden materials. Final exterior cladding materials, window size, window transparency percentage for each floor will require calculation. The applicant should provide details on screening, lighting plan, signage, mechanical equipment and trash receptable screening, snow removal, stormwater control, use, and compatibility with the Centertown Vision Plan.

The pre-application meeting allows the planning commission to provide feedback on the site plan. Revisions can be made, and once the applicant is ready to proceed, a detailed site plan review will be performed. A full site plan review is expected for the March meeting.

John Groothuis, 115 Sherman, was present for questions. He also noted that this site was challenging and expressed interest in pursuing a small TIF with the city.

Smelker mentioned she appreciated the brick aesthetic and believes it will be a great improvement for Centertown.

Smolenska stated she would like to see the developer maximize the carriage house's size by adding a third level.

Borchers stated he would like to see a potential fourth level added and to discuss future plans with current business owners. He also mentioned that he prefers the stone-and-glass aesthetic.

Kozanecki inquired about seeing plans for both buildings and what they would look like.

Skelly had nothing further to add.

Vice-Chair Pierce wanted to confirm if there would be glass looking into the stairwell at the carriage house. Groothuis stated that the transparency requirements would set that determination, but he also needs to confirm with his developer.

Chair Galligan stated he was in support of the project and had nothing further to add.

Urquhart asked Groothuis to send amended elevation drawings and confirmed that the development would include residential and retail space. Commissioners further discussed adding additional parking above the carriage house.

Case 26-03: Pre-public hearing for zoning change request to allow short term rentals off 5th St. as a key street.

Urquhart presented the case. Kelley Oosterman, submitted a zoning change request to the Planning Commission to consider extending 5th Street as a Key Street from Jackson Ave. to Adams Ave. The designation of a key street requires an amendment to the zoning map, a public hearing, and a recommendation to City Council for final adoption.

Staff encouraged Mrs. Oosterman to pursue the option of a pre-public hearing before a formal request for a Zoning Change application is submitted. Recently, Ms. Oosterman purchased 514 N. 5th St. and, in her narrative, states that the request to include 5th St. as a key street is due to the higher traffic volume traveling from the Haven Apartment Complex to the north. Also, she claims that the existing approved and lawful nonconforming short-term rentals on 5th St. would affect 50% of the parcels abutting 5th St.

At the February 2023 meeting, the Planning Commission heard a request regarding a potential amendment to the zoning map to allow for the extension of a key street in the Old Town District on 3rd Street north of Jackson Ave. The Planning Commission agreed it was not appropriate to amend the map, and the applicant did not pursue the request any further.

The Planning Commission is asked to provide direction to the applicant regarding the proposal, particularly considering the possibility of opening additional parcels as eligible short-term rentals. The concern in the past was how far short-term rentals would creep into traditional neighborhoods. Once the applicant is ready to move forward with a formal request for a zoning change application, a public hearing can be scheduled.

Commissioners unanimously opposed the request and had no further comments.

Old Business

None

Zoning Board of Appeals Liaison Report

Kozanecki stated that there was no meeting in January and that there will not be one in February.

City Planner Report

Urquhart presented the FY 24/25 Annual Report and provided an update on various city projects.

He mentioned that the South Village Planned Development will be presented at the next meeting. The Commissioners will need to determine whether the changes to the development constitute a major or minor amendment. Grand Landing Hotel was granted a twelve month extension by City Council. Next steps would be to submit a final plan development in that time frame.

Urquhart also asked the Commissioners whether they would oppose considering a name change for the Transitional Industrial District to help address lender reluctance to provide financing. He stated that the district's definitions and parameters would remain the same, but believes that considering the name change could help rectify the issue. Urquhart mentioned he would be in touch with a lending company to determine whether it would meet the financing requirements for those areas.

Urquhart mentioned redefining "Public Benefit". Commissioners responded that they would like to see how other communities define it.

Call to the Audience: Second Opportunity

Mayor Pro Tem Mike Dora, 501 Friant, raised concerns about 500 empty homes that are seasonally vacant and asked about the reasons.

Motion by **Skelly**, seconded by **Kozanecki**, to Adjourn.
All Ayes. **Motion Passed.**

Chair Galligan adjourned the meeting at 8:00 p.m.



Melissa Bos, Executive Assistant to City Manager