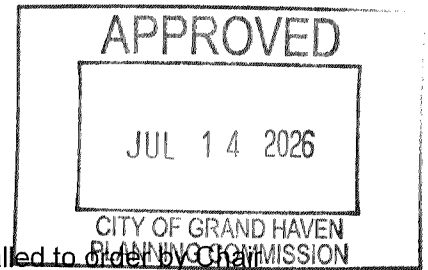


**CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
PLANNING COMMISSION MINUTES
TUESDAY, JUNE 9, 2026**



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, Tamera Owens, David Skelly, Jennifer Smelker

Absent: Magda Smolenska

Also Present: City Planner Brian Urquhart, Mayor Bob Monetza, Mayor Pro-Tem Mike Dora, and members of the public.

Approval of Minutes

Motion by **Pierce**, seconded by **Skelly**, to approve the minutes of the May 12, 2026, meeting. All ayes. **Motion passes.**

Approval of Agenda

Motion by **Skelly**, seconded by **Smelker**, to approve the agenda. All ayes. **Motion passes.**

Call to the Audience: First Opportunity

Jeff Miller, 1120 S Harbor, thanked council for increasing short term rental fees and thanked DPS for hiring an officer in code enforcement. He asked planning commissioners again to work with council in their jurisdiction to ensure our residential neighborhoods don't become a commercial endeavor.

Public Hearings

A. Case 26-19: Special land use request for a short-term rental at 301 Jackson Ave. (parcel #7003-20-282-002)

Urquhart presented the case. Taylor Teachout has applied for a Special Land Use Permit for a Short-Term Rental located at 301 Jackson Ave. (parcel #70-03-20-282-002). In April, the property received special land use approval for a two-family dwelling. The Old Town Zoning District allows short-term rentals if the property is located off a key street. During the April meeting, staff incorrectly stated a short-term rental must take access off Jackson Ave. The property needs only to front a Key Street in Old Town. Therefore, the proposed driveway layout allows the site to be eligible for a short-term rental.

The property is a conforming lot in the Old Town district with a parcel size of 6,099 sq. ft. and lot width of 66 ft. The approved dwelling meets all the standards for lot coverage, building setbacks, building height, building form standards, and parking in the OT District. Sec. 40-604.03 requires 2 spaces per unit for a two-family. The applicant has provided enough parking spaces to satisfy the two-family dwelling and short-term rental.

No correspondence has been received from the public regarding this request.

Chair Galligan opened the public hearing at 7:08 p.m.

No one spoke.

Motion by **Pierce**, seconded by **Smelker**, to close the public hearing.

All ayes.

Public Hearing closed at 7:08 p.m.

Andy Burris with Callen Engineering on behalf of the applicant stated the lot is conforming and meets size requirements and while screening is not required we are offering to put in a 6 ft wall screen for the property to the north and a vegetation screen for the property to the east. He also stated that the stormwater plans are in accordance with the Grand Haven standards.

Discussion revolved around questions regarding changes to the floor plan, comments regarding heavy deer traffic in that area, and who would manage the property once it is finished.

Motion by **Smelker**, seconded by **Borchers**, to approve case 26-19, a request for a Special Use Permit for a short-term rental located at 301 Jackson Ave. (parcel #70-03-20-282-002) based on the information submitted for review, and subject to the following condition:

1. Sleeping occupancy shall be determined by the building official.

Roll Call Vote.

Yeas: Owens, Skelly, Pierce, Smelker, Kozanecki, Borchers, Galligan

Nays:

Motion passed

B. Case 26-20: Special land use request for a short-term rental at 848 S. Harbor Dr. (parcel #7003-29-101-009)

Urquhart presented the case. Chris Gillistedt has applied for a Special Land Use Permit for a Short-Term Rental located at 848 S. Harbor Dr. (parcel #70-03-29-101-009). The Dune Residential District allows short-term rentals as a special land use per Sec. 40-406.02.B.

The property is a nonconforming lot in the Dune Residential district with a parcel size of 8,712 sq. ft. and lot width of 54 ft. This parcel is very similar in size, shape and width with all other properties in the vicinity, some of which received short term rental certificates prior to the ordinance change in 2017. The driveway layout will allow for a minimum of 3 vehicles on site. The applicant has provided enough parking spaces to satisfy the short-term rental.

No correspondence has been received from the public regarding this request.

Chair Galligan opened the public hearing at 7:16 p.m.

Jeff Miller, 1120 S Harbor Dr, encouraged Planning Commissioners to broaden the area of who gets sent a notice when a public hearing is occurring regarding a property.

Motion by **Skelly**, seconded by **Kozanecki**, to close the public hearing.

All ayes.

Public Hearing closed at 7:18 p.m.

Planning Commissioners discussed the discrepancy of lot size, management of the property, and reiterated the need for consistency in these decisions.

Kozanecki stated precedence has been set and the lot size for this property does not meet requirements.

Motion by **Pierce**, seconded by **Smelker**, to deny case 26-20, a request for a Special Use Permit for a short-term rental located at 848 S. Harbor Dr. (parcel #70-03-29-101-009) subject to the following reasons:

1. The parcel is a non-conforming lot size for the Dune Residential District.

Roll Call Vote.

Yeas: Skelly, Borchers, Kozanecki, Smelker, Pierce, Galligan

Nays: Owens

Motion passed.

New Business

A. Case 26-21: Final development plan for South Village PD (parcel #70-03-33-100-073)

Urquhart presented the case. The final development plan for the Planned Development rezoning of 700 and 724 Robbins Rd. (parcels #70-03-33-100-073 and #70-03-33-100-072), includes responses from the developer, a demolition plan, elevation plans, floor plans, phasing plans, a landscape plan, and a public benefit plan.

Things to highlight are that the railroad access will be screened, the sewer agreement with Grand Haven Township has been approved by City Council, there will be a 32 sq ft sign shown at the east of the primary entrance, exterior cladding material will meet the standards of the MFR, and due to the traffic study a left turn lane will be added onto Robbins Rd.

The development will include five types of units; 118 housing units total and 24 units will be at 120% AMI. It is designed as walkable with extensive pathways and sidewalks along the development and on Robbins Rd.

Andy Tjepkema, Senior Architect with Integrated Architecture, spoke about the overall development, the nature development, and the architecture.

Discussion revolved around the EGLE permit, the EDC/BRA's decision, traffic, and price.

Mayor Bob Monetza, 945 Washington Ave, answered questions regarding the EDC/BRA's decision.

Smelker wanted it on the record that we have to do something about the traffic. She stated there is going to be an issue with traffic because we already have an issue with the traffic in that area and there needs to be a long term plan in place regarding the traffic in this and other areas of the City that the Planning Commission wants to see developed.

Motion by **Kozanecki**, seconded by **Pierce**, to approve case 26-21, the final development plan and sensitive area overlay for South Village PD at 724 Robbins Rd. (parcels #70-03-33-100-073 and #70-03-33-100-072), with the following conditions:

1. All conditions of the BLP, DPW, and Fire Marshal shall be met.
2. The sidewalk along Robbins Rd. and future crosswalk across Robbins Road shall be completed prior to the issuance of a certificate of occupancy of Phase 1.

Roll Call Vote.

Yeas: Borchers, Owens, Skelly, Pierce, Smelker, Kozanecki, Galligan

Nays:

Motion passed

B. Case 26-22: Site Plan review for an office/storage building at 1350 Kooiman Dr. (parcel #7003-28-301-014)

Urquhart presented the case. Ryan Livingston, on behalf of Livingston Homes has submitted a site plan review application to redevelop the property at 1350 Kooiman St. (parcel #70-03-28-301-014) into an office and storage space, which is permitted per Sec. 40-419.02.A. A large fire destroyed the entire building at 1350 Kooiman in late 2025. Mr. Livingston would like to rebuild and improve upon the space for his business, primarily for office and storage space.

There will be no manufacturing occurring on site, and the size and shape of the building is designed to improve production.

The property will have 4 parking spaces, no overnight parking, and loading space by the parking spaces. The dumpster behind the building will be screened and the landscape screening will be placed around the parking lot per requirements.

Motion by **Pierce**, seconded by **Skelly**, to approve case 26-22, a request for a Site Plan Review for an office storage building at 1350 Kooiman St. (parcel #70-03-28-301-014) based on the information submitted for review, subject the following:

1. The front yard parking spaces are appropriately screened per Sec. 40-601.A.

Roll Call Vote.

Yeas: Kozanecki, Borchers, Owens, Skelly, Smelker, Pierce, Galligan

Nays:

Motion passed

Old Business

Urquhart gave an update on the joint meeting that Planning Commissioners are trying to schedule with City Council. Meeting will not be able to happen before new members start in July.

Election of Officers

A. Chair

Motion by **Kozanecki**, seconded by **Borchers**, to nominate **Pierce** as Chairperson.
All Ayes. **Motion Passed.**

B. Vice-Chair

Motion by **Borchers**, seconded by **Galligan**, to nominate **Smelker** as Vice-Chairperson.
All Ayes. **Motion Passed.**

C. Secretary

Motion by **Kozanecki**, seconded by **Smelker**, to nominate **Smolenska** as Secretary.
All Ayes. **Motion Passed.**

D. ZBA Liaison

Motion by **Skelly**, seconded by **Smelker**, to nominate **Kozanecki** as ZBA Liaison.
All Ayes. **Motion Passed.**

Zoning Board of Appeals Liaison Report

Kozanecki stated there was no Zoning Board of Appeals meeting on May 20, 2026. The next meeting is scheduled for June 17, 2026, and they are expecting to hear two cases.

City Planner Report

Urquhart gave updates. Final comments regarding the Centertown Vision Plan will be open to the public will be later this month and then the DDA will present to City Council. The Diesel plant project is currently on hold because of the need to change the plans and Grand Landing has received a one-year extension.

Urquhart also thanked the Planning Commission members who are leaving.

Call to the Audience: Second Opportunity

Mayor Bob Monetza, 945 Washington Ave, thanked commissioners for their service.

Mayor Pro-Tem Mike Dora, 501 Friant St, thanked commissioners for their service.

Jeff Miller, 1120 S Harbor Dr, thanked commissioners and leaving members. He also asked commissioners to notify vendors and staff at the Farmers Market of Chinook Pier updates.

Commissioners discussed open seats and what would happen if they aren't filled right away.

Adjournment

Motion by **Skelly**, seconded by **Owens**, to adjourn.
All Ayes. **Motion passes.**

The meeting was adjourned by **Chair Galligan** at 8:30 p.m.



Amy Vos, Deputy City Clerk