

**CITY OF GRAND HAVEN  
GRAND HAVEN, MICHIGAN  
PLANNING COMMISSION MINUTES  
TUESDAY, APRIL 22, 2025**

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

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

**Absent:** None

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

**Approval of Minutes**

Motion by **Skelly**, seconded by **Smolenska**, to approve the minutes of the March 11, 2025 meeting.

All ayes. **Motion passes.**

**Approval of Agenda**

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

All ayes. **Motion passes.**

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**Call to the Audience: First Opportunity**

**Chris Weavers, owner of JW's Food & Spirits** – spoke on behalf of the business owners in Centertown regarding the Capstone request. She invited commissioners to join their Centertown Group which meets regularly the first Friday of each month at 8:30 a.m. at the Momentum Center for further conversations.

**Joyce Workman, owner of Vintage Green** – seconded what Chris Weavers stated.

**Chris Hornby, Green Dragonfly Studio** – also seconded what Chris Weavers stated.

**Todd Hancock, 19 N 7<sup>th</sup> St** – strongly supported what Chris Weavers stated.

**John Shear's, Guitar Haven, 17 N 7<sup>th</sup> St** – all in favor with what Chris Weavers stated.

**Tony Sicantelli, 608 Washington St, Washington Street Inn** – in support of what Chris Weavers stated.

**Jenny, Overtime Sports, 5 N 7<sup>th</sup> St** - in support of what Chris Weavers stated.

**John Steinbeck, 17 N 7<sup>th</sup> St** – spoke regarding the Centertown request and how its approval would help accomplish the 7<sup>th</sup> St infill and give a great look for Centertown.

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## New Business

### **Case 25-15: Site Plan review for a social service center at 323 N. Ferry St. (parcel #70-03-21-328-042).**

Urquhart introduced the case. Josh Bytwerk of *Love in Action of the Tri-Cities*, submitted a site plan application for renovating and rehabilitating the vacant warehouse building at 323 N. Ferry St. for relocation of their social service distribution center, which is currently at 1120 Fulton Ave. According to the applicant, 323 N. Ferry St. was the former appliance warehouse which will be renovated for Love in Action's operations. A social service distribution center is permitted in the neighborhood mixed-use district.

The site has been underutilized for many years, and the improvement will bring the site into greater conformity. The majority of existing gravel, asphalt, and trees will be removed to provide for efficient vehicle circulation and compliance with the fire truck turning radius. The front yard will be excavated for stormwater drainage purposes.

The site sits on 0.83 acres, with Jeske Pools to the south, Salvation Army to the east, and residential units to the north. The former warehouse building is a 16 ft. tall single story structure, with a total of 10,138 sq. ft. Approximately 8,863 sq. ft. of open spaces and 1,275 sq. ft. of office space. The southwest corner of the building will include a cooler and the addition of a 20' x 14' freezer. The building warehouse will not change in height. They're really just going to be doing façade changes.

The Zoning Board of Appeals approved the variance request for an 8.8' rear yard setback from the required 15' setback in February. The major renovation includes a 22' x 20' canopy overhang. The overhand provides protection from the elements during drop off. The existing façade and exterior materials will not be changing. The canopy is sized enough to provide a turning radius for the fire truck to enter and exit the site. There are no proposed changes to the roof, or installation of any mechanical equipment. The application states 4 employees will be on site, and the majority of visitors will be picking up supplies during brief periods of time throughout the day. The hours of operation have yet to be specified.

The site consists of gravel driveway and unimproved parking locations. The two drive entrances will remain the same, and provide for one-way traffic flow. All driveway and parking surfaces will be asphalt and concrete. Per Sec. 40-604, 13 spaces are required. The applicant is proposing 17 total spaces, with angled spaces along the entrance drive and exit drive. One ADA accessible space is shown near the front entrance.

The existing shipping dock on the north of the building will remain with two loading spaces. The loading space will not interfere with pedestrian and motor vehicle movement. The frequency of trucks entering the site is unknown at this time.

All surface water is shown to be directed to the rain garden in the front yard. Riprap will be installed on the north and south of the rain garden. The site plan calls for 2 street trees to be planted along Ferry St. All trees in the rear yard, and south lot line will be preserved to the greatest extent possible. The fence in the rear yard will also remain.

No changes to the existing lighting is proposed. However, the plans do call for a non-lit ground mounted sign in the front yard.

The site plan depicts a dumpster located at the south of the building. The enclosure will be comprised of 6 ft. wooden fencing and gates. Bollards will be placed inside of the enclosure for protection.

Steve Zadzik, Abonmarche – mentioned that Josh Bytwerk was out of town but that he would be able to answer questions and that Josh Bytwerk would be available by phone if needed.

Borchers thinks this will be a major improvement. The number of hours and people there and 7 days a week or time frame?

Steve Zadzik – responded to Borchers stating that it was his understanding that they are going to maintain daytime hours similar to what they have now at their other facility. I'm not sure if they have any weekend hours at the other facility. There may be special programming. I can't say for sure what the work hours are but I believe at this point its eight to five, nine to six somewhere in those times that they're receiving and administering the billing. Not doing any face to face billing or distribution there. It's loaded and then taken away to their vendors or their partners.

Borchers was good with the variants that they've already received and with the city proving everything, he's good.

The rest of the commissioners stated they were good and that they thought this was great.

Chair Dora stated that he thinks this will be a vast improvement over the building that has been there for quite a few years and that has just kind of gone into disrepair. He stated that it is within their purview to add hours of operation if they want to but for now they will let it be the same as it is now.

Motion by **Smolenska**, seconded by **Owens**, to approve case 25-15, a site-plan review for a social service distribution center, at 323 N. Ferry St. (parcel #70-03-21-328-042) with the following condition(s):

- 1) *All conditions of the BLP, DPW, and fire marshal shall be met*

Roll Call Vote.

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

Nays: None

**Motion passed.**

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## Public Hearing

**Case 25-14: A special land use permit for a short term rental at 36 Edward Ave. (parcel #70-03-29-156-045).**

Urquhart presented the case. Applicant Gaby Farkas submitted an application for a Special Land Use Permit for Short-Term Rental located at 36 Edward Ave. (parcel #70-03-29-155-045). The Dune Residential District allows short-term rentals as a special land use.

According to the information that was provided, 36 Edward Ave. is a single family dwelling located in the Dune Residential District. The floor plan shows 4-bedrooms, 2-bathrooms, a screened porch, and outdoor gathering space. There are 2 designated parking spaces in front of the property. No additional parking is available on site. The neighborhood characteristic is primarily single-family homes. There are a few short term rentals nearby, all of which received prior approval. Section 40-513 provides a list of ten (10) regulations and conditions for a Short-Term Rental. The review of the Special Land Use Permit application is also subject to the standard regulations and conditions of all Special Land Uses outlined in Section 40-116.03.

As of the date of this staff report, the City has received six emails regarding the case, all are included in the packet. Since then there's probably been about ten or so emails that we received and they were not in favor of this request citing various reasons of parking, non-conformity of the parcel and things of that nature but there was one I believe that I had sent that was in favor of this request.

Amy Porcaro, Gabby's wife, 36 Edward Ave – restated facts about the property and stated that Planner Urquhart covered everything.

Chair Dora opened the public hearing at 7:22 p.m.

Al Greenfield, 40 Edwards Ave – commented on concerns regarding room for cars on the narrow road, lot size not meeting minimum size requirements, and concerns that more than six people would potentially be staying there at one time.

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

All ayes.

Public Hearing closed at 7:25 p.m.

Commissioners:

Pierce stated that this certainly doesn't meet the district minimum lot size and the impact this would have on neighboring properties could be significant so he's not in favor.

Smelker stated concerns that this is a four-bedroom property with only two parking spaces and with the lot size being small, she would not vote to approve.

Kozanecki stated she's not in favor based on the lot size and experiencing the narrow road after going to view the property.

Skelly stated how small the roads were when going to view the property and raised concerns over the size of the parking spots available and the fact that the lot size is non-conforming. He also stated concerns over what short term renters say they're going to do over what they actually do.

Borchers stated he would like to stay consistent with the square footage obviously there's a parking issue there and the number of rentals there already so I'm probably not in support of it either.

Owens agreed with what had been previously stated by commissioners.

Smolenska agreed with Borchers and stated they should stay consistent.

Chair Dora stated that he drove up to the property as well and the area is small. It is not even about 45% of what is actually required and the parking that they do have is small and limited and because of this he is not in support.

Galligan stated he echoes what everyone else has said. Along with stating section 40-513B(2) says if the subject lot does not meet the district minimum lot area, the Planning Commission may determine that the short-term rental use is not suitable.

Motion by **Kozanecki**, seconded by **Smelker**, to deny case 25-14, a request for special land use permit for a short term rental located at 36 Edward Ave (parcel #70-03-29-156-045) based on the information submitted for review with the following conditions:

- 1) *It does not meet the minimum lot size per section 40-513.*

Roll Call Vote.

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

Nays: None

**Motion passed.**

**Case 25-09: A special land use permit and site plan review for a multiple-family dwelling located at 1445 Columbus Ave. (parcels #70-03-21-477-017 & #70-03-21-477-016).**

Urquhart presented the case. Joe Westerbeke of Eng. Engineering and Survey, submitted a site plan and special land use application for multiple-family dwelling at 1445 Columbus Ave. (parcels #70-03-21-477-017 & #70-03-21-447-016). The total lot area of the development is 0.86 acres. A multiple-family dwelling is permitted by special land use in the Transitional Industrial (TI) district per Sec. 40-419.02.B.

Recently a preliminary plan review was held in which the Building Official, Fire Marshal, Dept. of Public Works, Board of Light & Power did not have any major concerns. The proposed height, lot coverage, exterior design, and access management all met the standards in the TI district.

The TI district requires a front yard setback of 25 ft. The building is setback 25 ft. from both Columbus and Beechtree. The side yard setback is 10 ft. from the west and north lot lines. Maximum lot coverage in the TI district is 70%. The proposed lot coverage is approximately 40.2%. The maximum building height in the TI district is 40 ft., and the proposed height is 39 ft. 6 in. Building form The TI district does not require specific transparency requirements, but does require building articulation every 50 ft. The articulation is accomplished with the proposed windows and exterior material design. The building exterior is comprised of sandstone masonry, vintage brick, vinyl frame windows, prefinished metal cap flashing, and window openings on the garage level.

The garage level includes an entrance lobby, stairway, equipment room and two 1-bedroom units. The 2nd and 3rd levels include eight 1-bedroom, eight efficiency units, and one 2-bedroom unit. The roof level includes one 1-bedroom unit with a roof deck and an exit walk to the stairway and elevator. Residential unit size varies from 1,050 sq. ft. 2-bedroom, to 600 sq. ft. efficiency units. All units meet the minimum residential floor area of 400 sq. ft.

Per Sec. 40-604.03, a multiple-family dwelling requires two spaces per dwelling unit. After the work session, the applicant amended the site plan. The applicant is proposing 62 total off-street spaces, with 30 covered spaces on the first floor of the building, and surface spaces along the west and north side of the building. The request is a reduction of 12 spaces from the required 74 spaces.

Section 40-604.02 grants waivers and reductions for parking. The applicant notes a 20% reduction may be permitted by the Planning Commission for a use located within 800 ft. of a year round transit stop. However, it was determined the Harbor Transit seasonal stop near Beechtree and Fulton would not count towards this reduction, because the transit stop is not year round in use.

Sec. 40-604.02.C grants a reduction of 1 space per 4 covered or uncovered bicycles spaces. The site plan calls for 38 bicycle spaces, or reduction in 9 parking spaces. The plan also calls for 3 Electric Vehicle charging spaces, 5 compact spaces, and 4 spaces on adjacent property via shared parking agreement. At the work session, the original proposal was for 58 spaces. The Planning Commission recommended the applicant locate about 4 more spaces, and the parking amount would be determined satisfactory. With the bicycle racks and the 4 spaces via shared parking agreement at 1426 Fulton, parking demand should be met.

Previously mentioned during the work session, the city has made a commitment to provide additional housing units to the housing supply. Chapter 12 of the adopted 2023 Master Plan, lists goals for housing and neighborhoods. Goal 1 states "Dwellings in Grand Haven will include a broad range of housing types, including detached and attached, appropriate for all segments of the population. The city should support a variety of housing types and densities and mixed-use developments for all segments of the population that places users near daily services." Staff believes by granting the parking reductions, the proposed development would satisfy the Master Plan.

No signs are shown on the property. The application states 12' to 15' tall light poles will be installed around the parking lot. Ceiling mounted lighting is planned for the garage. No exterior lighting is shown. In order to protect nearby residential uses, a photometric plan should be provided for the exterior parking areas, particularly along the western portion of the property. The parking lot includes catch basins directing stormwater to the main off Beechtree. There is also a gas/oil separator added downstream of the catch basins in the parking garage, as required per DPW. Eight Red Maples and six Japanese Lilac are shown to be planted in the front and side yards of the property. Sec. 40-801.D. requires deciduous trees to be planted within the parkway along Columbus and Beechtree, spaced no more than 25 ft. apart. Sec. 40-803.02 requires a screening area of not less than 5 ft. in width along the perimeter of an off-street parking lot to protect from nearby uses. The west lot line is shared with the residential home at 1423 Columbus. The 5 ft. wide buffer area is comprised of arborvitae, planted 6 ft. in

height, and red maples, also planted 6 ft. in height. The combination should provide screening between the uses.

The applicant says emergency access will be available from Columbus and Beechtree. There will be a 4 in. fire suppression line serving the building. A fire hydrant is located on the SE corner of Beechtree and Columbus.

The application calls for all mechanical systems to be individual thru-wall vented units. No rooftop screening will be required.

A 22' x 22' dumpster area is shown on the NW corner of the site screened by a 6 ft. tall wooden fence.

The eastern entrance serves as a walk up entrance to the building, near the bicycle racks. The site plan includes a sidewalk around the south, west, north and west walls of the building. However, there is no sidewalk shown to connect to Columbus. As mentioned previously, there are 38 total bicycle racks located at the SW, NW, and E side of the building.

At the time of the memo, staff has not received any correspondence regarding this case.

Pete Oleszczuk, Westwind Construction - spoke regarding meeting with residents to answer their questions and concerns in regards to this project. He also stated they relocated the dumpster to the other side based on the residence to the west. He also explained how they were able to create four additional parking spaces on the property per the recommendation from the Planning Commission.

Chair Dora opened the public hearing at 7:43 p.m.

John Baldwin, 1402 Columbus - stated concerns about the rental price and section 8 low income housing.

Nancy Mangus, 1414 Columbus - stated how Oleszczuk answered the whole list of concerns that she and other residents had. Reiterated that her biggest concern is with the house next to the property.

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

All ayes.

Public Hearing closed at 7:46 p.m.

Commissioners:

Pierce stated he thought this was a great addition to the east side. Asked Pete Oleszczuk if there was any low income housing available. Oleszczuk responded that as of right now there isn't any proposed low income housing. The objective is to not go to low income housing but it would be, if anything, where we have an affordable level but it wouldn't be section 8. Ideally, we would maintain a market rate.

Pierce also asked Oleszczuk about his plan for snow removal and parking. Oleszczuk responded and stated that they would push, consolidate and then pick up, load up and move it when it hits capacity. He also stated based on data he thought there was more than enough parking.

Smelker and Kozanecki stated how they appreciated that they were being proactive with reaching out to the neighbors and taking the initiative and finding a way to add parking spaces onto the property.

Skelly asked Urquhart a question regarding the parking across the street and if they were still planning on utilizing those spaces for guests if necessary. Urquhart responded and stated that those spaces could only be used for non-residential parking. However, the parking could potentially be used for visitors to help alleviate parking, if needed.

Galligan agrees with what has been said and the project.

Borchers asked Oleszczuk a question regarding if the building is going to be brick. Oleszczuk responded and said it won't be real brick but it will be made to look like brick.

Owens stated she is excited about this project. She also stated that the additional parking ratio was very creative.

Smolenska asked questions regarding how wide the alley is by the north side parking and if residents would have enough room to back out into the alley. Oleszczuk stated the alley is a little more than 12 feet wide.

Dora questioned the hours of the rooftop deck. Oleszczuk stated the rooftop would have specified hours of operation.

Motion by Skelly, seconded by Smolenska, to approve case 25-09, a request for a site plan review for multiple-family dwelling at 1445 Columbus Ave. (parcels #70-03-21-477-017 & 016) subject to the following conditions:

- 1) *All conditions of the Fire Marshal and DPW shall be met.*
- 2) *Applicant shall provide shared parking agreement for the 4 spaces located on 1426 Fulton Ave. (parcel #70-03-21-477-018).*
- 3) *A sidewalk shall be shown to connect the internal sidewalk to Columbus Ave.*
- 4) *A special use permit for a multiple-family dwelling at 1445 Columbus Ave. (parcels #70-03-21-477-017 & 016).*

Roll Call Vote.

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

Nays: None

**Motion passed.**

**Case 25-12: An application for a zoning change request from TI, Transitional Industrial District to PD, Planned Development District and associated Preliminary Development**



**Plan for South Village PD located on what is commonly referred to as the Dake property at 700 & 724 Robbins Rd. (parcels #70-03-33-100-072 & #70-03-33-100-073).**

Urquhart presented the case. Chad Koster of IMD Capital has submitted a request for a zoning change from TI, Transitional Industrial District to PD, Planned Development District and a Preliminary Development Plan for a proposed residential development on the property currently occupied by the Dake property at 700 and 724 Robbins Rd. (parcels #70-03-33-100-072 and #70-03-33-100-073). The site is large and two-thirds of the rear portion of the property is woodland and within the sensitive area overlay. The proposed project includes a mixture of housing types for a total of 189 units on approximately 24 acres. The development plan includes amenities such as a dog park, outdoor pool and sundeck, pickleball courts, and community lounge.

A Planned Development requires approval of a preliminary development plan and rezoning of the property, which are subject to a recommendation by the Planning Commission and approval by the City Council. The applicant would submit a formal Planned Development and Rezoning application for the public hearing. Following approval of the preliminary development plan and rezoning, the applicant will provide a final development plan to the Planning Commission for approval. That plan will include the level of detail expected from a traditional site plan review per Sec. 40-115.04.

The intent of South Village PD is to provide additional housing in the city located on an underutilized brownfield site. The Transitional Industrial District allows multiple-family dwelling per special land use, however due to mixture, size, and building placement of the development, the applicant is considering a multiple phased development, comprised of attached single family, flats, townhomes, and row houses. South Village PD will not contain any nonresidential uses. South Village PD shall be classified as multi-family residential.

The applicant is proposing 3 phases, starting with phases 1 and 2 concurrently. Phase 3 may be amended to develop the remaining portion in an appropriate and desirable manner.

The applicant states the private roads will conform to the minimum road construction standards of the City.

The building massing conforms to the guidance standards in Sec. 40-421.03.C, which requires a building separation of 0 to not less than 20 ft. The applicant is calling for a departure of 6 ft., where units 4 and 5 will be placed 14 ft. apart. The building configuration will allow for a neighborhood design in the townhome units of Phase 3. In addition, Sec. 40-421.03.C provides a maximum lot coverage of 50%. The preliminary development plan calls for 14% lot coverage and 40% open space. The development is compatible with the surrounding community.

Sec. 40-421.03.C provides guidance on building height for multiple-family residential, which is 4 stories or 52 ft. The preliminary development plan does not list building height, but it is presumed all buildings will not exceed 4 stories or 52 ft.

It is not anticipated any fumes or odors will result from the development. The applicant should disclose the plan for dust control during the construction phase. The preliminary development plan calls for dumpster enclosures located throughout the development, near the row houses,

stacked flats, and townhomes. Architectural Character: The architectural character of the buildings is unknown. The applicant should specify during the final development plan the architectural features, color, and theme of the development.

Lighting has not been finalized. All lighting shall meet Sec 40-317.

The preliminary development plan calls for an internal network of private roads leading into the development. Two access drives off Robbins are shown, connecting to phase 2 and 3, and a larger entrance drive for phase 1. The existing commercial property at 724 Robbins will maintain the drive off Robbins, but the internal drive network will not connect with any portion of South Village PD. The applicant will submit a land division applicant for this parcel of 2.1 acres, referred to as parcel B. The intention is to maintain parcel B as TI zoning.

The Institute of Traffic Engineers (ITE) applies Code 220 for calculating average daily trips for a multi-family dwelling unit, which is 6.63 trips per day. Some of the public comments have recommended a traffic impact study, in which the Planning Commission may require as a condition.

Stormwater will be collected through a network of storm pipes and detained in compliance with the city's stormwater ordinance. A large detention pond is proposed near the southeast portion of the property, aligning with the natural drainage patterns and natural topography.

A 189-unit development may generate additional noise from residential traffic, however the principal function of a residential use will not create any lasting noise levels that would disturb nearby properties.

The 24-acre site is heavily wooded on the southern two-thirds of the property. The applicant intends to preserve as many trees as possible to preserve screening with the residential properties to the south and west.

No outdoor storage is proposed. It would be recommended surface parking spaces shall be designated for passenger vehicles only, not for any commercial or trailer storage.

The preliminary plan calls for a neighborhood entrance sign off Robbins. No other signage is proposed. The final development plan should include a detailed signage plan. To accommodate for signage, it is recommended the signage follow Multiple-Family Residential District standards. Parking: The preliminary development plan calls for a total of 533 spaces. 273 on-street or surface parking spaces, 248 garage/driveway spaces, and 12 future parking spaces. The ordinance requires 2 spaces per unit, or  $189 \times 2 = 378$  spaces. The plan satisfies the parking demand.

The future land use map in the adopted Master Plan identifies this report at mixed-use redevelopment. Furthermore, the zoning plan in the Master Plan lists Planned Development as a compatible zoning district. The project will result in approximately 40% open space. The project contains statutory support for rezoning. The applicant has acquired a wetland delineation study, and will minimize any negative impact on wetland areas.

Staff has received one email regarding the PD. The concern primarily is with the preservation of screening with the adjacent residential neighborhood, and increase of traffic on Robbins.

Chad Koster - spoke regarding the variety of properties that are planned for the lot and the need for housing in the City. He also stated that there would be no impact on the surrounding wetlands without full review and permits from the State of Michigan and EGLE.

Mike Corby, 840 Ottawa - spoke regarding the wetlands. He stated that most of the wetlands would be left alone and only about 14% would be impacted.

Eric DeYoung - spoke regarding the utilities for the project.

Chair Dora opened the public hearing at 8:29 p.m.

Wayne Doyle, 549 Robbins Rd - commented on increased traffic concerns and asked about plans to handle the traffic

Scott Muellerleile, 15166 Westray St - commented on the wetlands and Ottawa County water preservation concerns.

Judy Everett, 541 Robbins - concerns regarding traffic and traffic flow. She also asked questions regarding putting up a buffer between the development and neighboring homes.

Dan Muellerleile - 15028 Westray St - commented on the wetlands, current water conditions and the potential impact to traffic. He also commented on the potential chemicals that were believed to have been dumped on the property.

Rodney Vanabbema, 15046 Westray St - commented on wetlands and traffic concerns. Also, commented on concerns regarding all of the trees on the property.

James Oneal, 207 Valley Ct - commented on concerns of traffic and potential backups and would like to see a traffic plan done.

Bob Poel, 15080 Westray St - commented on concerns of traffic.

Robert Everett, 541 Robbins Rd - commented on questions regarding if the property is zoned to be a high density property.

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

All ayes.

Public Hearing closed at 8:45 p.m.

Commissioners:

Pierce - stated concerns over environmental impacts and traffic congestion.

Smelker - asked questions regarding where they got the wetland size in the plans.

Kozanecki - echoed other commissioners' concerns regarding traffic. She stated that she would like to see a traffic study to determine potential issues and fixes.

Skelly - asked questions regarding chemical study done on the property.

Galligan - stated he would like to see solutions to the traffic issues and not just a traffic study.

Borchers - stated he would like to see about ½ or ⅓ of the properties be owner occupied properties.

Owens - stated that while the traffic and wetland issues were obvious concerns this meeting is for a zone change. She asked the other commissioners to reiterate if they are looking to move forward.

Smolenska - stated she is ready to move forward and that other concerns can be mitigated at a later date.

Dora - stated that commissioners' concerns were all valid and that they can come up with a traffic study recommendation with consideration for solutions to move forward.

Motion by **Owens**, seconded by **Smelker**, to recommend to City Council approval of Case 25-12, a zoning change request from TI, Transitional Industrial District to PD, Planned Development District and a preliminary development plan for a Multi-family development located at 700 and 724 Robbins Rd. (parcels #70-03-33-100-072 and #70-03-33-100-073), based on the information submitted for review and subject to the following conditions:

- 1) *A departure from the building separation standard of 20 ft. is approved to allow for a building separation of 14 ft. 2 in between units 4 and 5 in building area D, 16 ft. 5 in, between units 4 and 5 in building area E, and 16 ft. 6 in. between units 17 and 18 in building area G as shown on the preliminary plan.*
- 2) *A lot split application shall be submitted for the lot split of parcel #70-03-33-100-072 and subsequent combination with parcel #70-03-33-100-073 prior to preliminary development plan approval.*
- 3) *The street trees along Robbins Road will be re-planted per Public Works specifications.*
- 4) *Landscaping around the perimeter of the property should be preserved to the greatest extent possible to soften and screen the site and to provide the greatest buffer from the residential properties to the south and west, and railroad to the east.*
- 5) *A sensitive area overlay application shall be submitted with the final development plan.*
- 6) *A sanitary sewer agreement shall be prepared and duly recorded with Grand Haven Charter Township.*
- 7) *Signage shall conform to the MFR District standards.*
- 8) *Exterior cladding materials shall meet the standards of the MFR district.*
- 9) *A traffic impact study is submitted prior to the final development plan. The traffic impact study shall identify any solutions to any adverse impacts on public roadways resulting from the development.*
- 10) *A utility plan shall be included in the final development plan.*
- 11) *An EGLE permit shall be submitted and approved for development in any identified wetland area.*

And the following findings of fact entered into the record:

- 1) *The preliminary development plan conforms to the future land use plan and zoning plan in the adopted 2023 master plan.*

- 2) *The 189-unit development satisfies goal one, objective A of the 2023 master plan in which dwellings in Grand Haven will include a broad range of housing types, appropriate for all segments of the population. South Village Plan Development will support a variety of housing types and density that will place users near daily services.*

Roll Call Vote.

Yeas: Owen, Borchers, Kozanecki, Skelly, Smolenska, Galligan, Pierce, Smelker, Dora

Nays: None.

**Motion passed**

Chair Dora called for a 5-minute recess at 9:15 p.m.

Chair Dora called the meeting back to order at 9:20 p.m.

**Case 25-13: Zoning Text Amendment to Sec 40-411.02.A, to permit short term rentals in the Centertown Overlay in the Neighborhood Mixed-Use District.**

Urquhart presented the case. John Groothuis submitted an application for zoning change to amend Sec. 40-411.02.A of the Zoning Ordinance, a text amendment to allow short term rentals by right in the Centertown Overlay within the Neighborhood Mixed-Use district. Short term rentals are permitted in the following districts:

In March, the Planning Commission held a pre-public hearing regarding the zoning text amendment. The feedback was largely not in favor of the request. However, it does appear the focus was placed primarily on Steinbech Crossings, the mixed-use development at 7th and Columbus, instead of the entire task, which is to include all parcels within the Centertown Overlay to be eligible for short term rentals.

Furthermore, an option to rezone the Centertown Overlay into a different zoning district was discussed. The rezoning would allow for short term rentals, zero ft. front yard setbacks, increased building height, and maximum lot coverage. However, the option to rezone the Centertown Overlay would be a significant undertaking, and perhaps does not fully align with the Centertown Vision Plan. Rezoning may create nonconformities, compromising the intent. It shall be imperative to clarify the future plans of Centertown.

If the focus remained on a single project, rezoning the parcels to a district which permits short term rentals is also an option. Spot zoning would occur, and the only logical approach would rezone to Planned Development. The PD could permit additional uses, building height and massing, and likely contradict the approved Steinbech Crossings site plan from 2024.

The proposed amendment would apply to the Centertown Overlay only, which is about 24 parcels. Although permitted by right, for a short term rental certificate to be issued, the underlying use must be in compliance with the Neighborhood Mixed-Use District, and shall satisfy the minimum parking requirements for on-site parking.

According to the American Planning Association, the definition of an overlay district is "a zoning district which is applied over one or more previously established zoning districts, establishing additional or stricter standards and criteria for covered properties in addition to those of the

underlying zoning district". Communities often use overlay zones to protect special features or uses. Overlay zones can also be used to promote specific development projects. Per Sec. 40-411.04, the Centertown Overlay district was established to fulfill the Main Street Downtown Development Authority's (MSDDA) desire to allow for increased density within this commercial node due to its proximity to the downtown core and its importance within the MSDDA district.

In addition, if the text amendment to Sec. 40-411.02.A proceeds, then Sec. 40-111.04 will require a text amendment to specifically list short term rentals as a permitted use within the Centertown Overlay.

Section 40-121.B lists the standards for reviewing a zoning text amendment. The applicant has provided responses to those standards in their submittal. A zoning text amendment requires a public hearing. Following the public hearing, the Planning Commission shall consider the amendment request, pursuant to Sec. 40-121.B.

The Main Street DDA has submitted a letter of support for the zoning text amendment. At the time of this memo, no other correspondence has been received. It is requested the Planning Commission hold the public hearing, consider the public comments and discuss. A recommendation is not required.

Smolenska recused herself from the public hearing.

Chair Dora opened the public hearing at 9:29 p.m.

Joyce Workman - commented on how everyone at the Centertown group meetings signed a letter of support in favor of this.

John Groothuis, 115 Sherman - commented on concerns of short-term rentals and spoke about his belief that we need short term rentals and the overlay district is where it makes the most sense to have them.

Motion by **Galligan**, seconded by **Skelly**, to close the public hearing.  
All ayes.

Public Hearing closed at 9:34 p.m.

Commissioners:

Pierce - stated he would like to see this not done as a right and instead have the short term rentals be done as a special land use.

Smelker - stated the overlay is so tightly defined that she's okay with it being listed for short term rentals. She also stated that she was surprised by the negative commissioner comments.

Kozanecki - stated she was not in full support of this. She stated the vision plan for Centertown does not include short term rentals and she is afraid this will cause other areas to want to become short term rentals. She also agreed with Pierce and stated that she doesn't like the thought of having short term rentals being by right.

Skelly - stated concerns over possible short term rental expansion.

Urquhart explained for the public what by right vs special land use is per request from Mike Dora.

Galligan and Borchers - made statements in support of this.

Owens - stated she would be more comfortable if the short term rentals were by special land use and not by right.

Dora - stated he would like to wait for more information from the Centertown group.

Chandi, MSDDA Director - responded to a question regarding if the DDA would be willing to sit down with the Planning Commissioners to have a joint discussion regarding this issue.

Motion by **Galligan**, seconded by **Kozanecki**, to postpone a recommendation to City Council on amending section 40-411.02A to allow short term rentals in the Centertown Overlay District in the Neighborhood Mixed Use District until the following:

- 1) *Additional information is provided regarding the intent of the Centertown Overlay and/or a joint meeting is held with the MSDDA and Centertown.*
- 2) *Guidance is received from City Council on amending short term rental eligible locations.*
- 3) *Findings reveal an alternative approach may be necessary.*

Roll Call Vote.

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

Nays: None

**Motion passed.**

**Old Business: None**

**Zoning Board of Appeals Liaison Report:**

Kozanecki said we didn't have a meeting and we're not having a meeting tomorrow.

**City Planner Report:**

Urquhart said we are still waiting to hear back from the Grand Landing Hotel on the final development plan. We are also waiting to hear back on a few others but as you saw, we will have the public hearing for the 233 Washington St. Hotel coming up.

He also said that he sent out, for reference, the Michigan Citizen Planner Resources on Ordinance and Enforcement guide that our mayor was very kind in giving to us. ZBA will also get sent that too.

Urquhart then thanked the Planning Commissioners for being accommodating and rescheduling this meeting from the 15th to the 22nd.

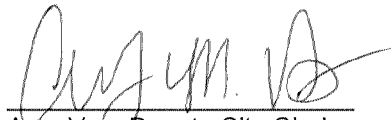
**Call to the Audience: Second Opportunity:**

Mike Fritz, 225 Clinton - thanked the commissioners for spending their time and for all of their hard work

Bob Monetza, Mayor - seconded what Mike Fritz stated.

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

Chair Dora adjourned the meeting at 10:07 p.m.

  
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Amy Vos, Deputy City Clerk

