

**CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN
PLANNING COMMISSION MINUTES**

February 14, 2023

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

Present: Debi Hulverson, Jennifer Smelker, Vice-Chair Ryan Galligan, Magda Smolenska, Tamara Owens, Robert Grimes, David Skelly, Amy Kozanecki, and Chair Mike Dora

Absent: None

Also Present: City Planner Brian Urquhart, City Manager Ashley Latsch, and members of the public.

Approval of Minutes

Motion by **Grimes**, seconded by **Owens** to approve the January 31, 2023 minutes. All ayes. **Motion passes.**

Call to the Audience; First Opportunity

Todd Crum of 415 Sandpiper. Expressed concern over parking, the building height in the Waterfront-2 Zoning District, and how the developer calculated the building height. Crum said the developer is misleading the Planning Commission.

David TenCate, 22 S. Harbor Drive. Urged the Planning Commission not to be swayed by the developer in their analysis of the parking ordinance. Traffic will be a concern and a study was not required.

Case 23-02: A request for a special land use for short term rental at 241 Jackson Ave. (parcel #70-03-20-286-006) in the OT – Old Town District.

Urquhart introduced the case. He said this request was similar to an approval for a short term rental in the Portside Condominiums made by the Planning Commission at the June 14, 2022 meeting.

Chair Dora opened the public hearing at 7:08pm.

Owens made motion to close the public hearing. **Kozanecki** seconded. All ayes. Public hearing closed at 7:10pm.

Scott Denttarigh of 6260 Cherry View, Caledonia Hill indicated this was his application and confirmed the short term rental is in line with condominium by-laws. Dora said he was pushing the threshold of the 60-mile requirement to live within a rental property. Denttarigh responded they will be in the area often and regular maintenance would occur.

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Motion by Smolenska, seconded by Smelker, to approve Case 23-02, a request for a Special Use Permit for a short term rental at 241 Jackson Ave. (parcel #70-03-20-286-006) and subject to the following condition:

1. *The sleeping occupancy cannot exceed six (6) persons due to the availability of two (2) parking spaces, or occupancy as determined by the Building Official.*

All ayes. Motion passed.

Case 23-03: A request for site plan approval for a mixed-use development at 518 S. Harbor Drive (parcel #70-03-20-399-006) in the Waterfront-2 District.

Urquhart introduced the case. He said the Planning Commission approved the special land use for a mixed-use building at 518 S. Harbor Drive at the June 14, 2022 meeting. He reviewed all the history of the project, including council action, administrative action, and the current timeline. He read correspondence from the public, both of which were included in the packet. Urquhart also included references to the Master Plan that supported this project.

Kyle Engbers of Lakewood Construction was present to represent the development team. Owens asked about limousine parking. Engbers responded they would presume the turning radius in the parking lot would support a vehicle of limousine length.

Skelly asked about parking coming in and out of the facility and would the developer be responsible for that. Engbers noted the tenants would be responsible for parking and would need to institute creativity. Skelly asked about shuttle services. Engbers responded they received correspondence from Harbor Transit and distributed an email. Skelly asked again about if it was the tenants responsibility for parking. Engbers responded the conversation with Harbor Transit is still ongoing.

Grimes added that the lease with Northwest Ottawa Water Systems (NOWS) would only occur during the summer months. Skelly asked how long of a lease will it be with NOWS. Engbers responded there is no confirmation of lease tenure.

Grimes said if the soil would be removed, the southeast corner of the site would open the site up for townhomes or additional event spaces. Engbers responded a retaining wall would be necessary and it would be expensive to construct. Grimes also asked about heated sidewalk. Engbers said not at this time.

Owens noted EV charging could be a good idea and seems like an opportunity to implement. Owens added that bicycle racks may not be as helpful for those attending big events.

Hulverson asked about office space and why it was removed from the original plan. Engbers responded that it was not necessary to include in the parking calculations and the lease agreement pending is for operations of restaurant and event operations.

Kozanecki asked about the parking analysis and how CL/Lakewood arrived at those numbers. Engbers responded to the history behind the original request that was granted in June 2022 to allow up to 25%

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reduced of on-site parking with a parking plan coming back. The ask tonight was to possibly increase the reduction. Grimes noted there would be a condition of the property to allow up to 40%.

Skelly asked about the YMCA lot expansion. Urquhart responded no formal plans have been submitted to the city. Skelly was concerned of why a traffic study was not required for peak analysis.

Hulverson asked it is possible to subdivide the land. Engbers said it would be possible. The original purchase agreement with the city was to only rehabilitate the diesel plant. Condominium units could be phase 2.

Smelker appreciated all the effort Lakewood put in the parking plan. Asked if there was any though put into a surge of parking demand during the off peak season. She also asked is there flexibility with the lease agreement with NOWS. Engbers noted there is still final details to manage in the Nows parking agreement.

Smolenska added she likes the idea of condos, and the city could use more housing.

Brant Cowen of Grand Power Works noted the city agreed to allow phased development, which may include housing in the future.

Skelly asked about tenants. Engbers responded there are 3 front runners, and one with 1 brewing and event space experience, and another with restart aunt and event space experience. Both would be single tenants.

Dora reminded the Planning Commission was precedent may come from approving the 25% reduction in parking. Grimes reiterated that more parking spaces can be placed on site, and he can't agree with the 25% reduction. Smelker said she was ok with 25% reduction, but more information would be needed to go above. Kozanecki added she would not be in favor of going above 25%.

Engbers asked the Planning Commission would consider increasing the reduction of parking if Harbor Transit passes were given to employees of the site. The Planning Commission did not agree to allowing that as rationale to reduce the parking requirement.

Motion by **Galligan**, seconded by **Hulverson**, to approve Case 23-03, a request for site plan review for a mixed-use development at 518 S. Harbor Drive (parcel #70-03-20-399-006) based on the information submitted for review, and subject to the following conditions:

1. All conditions of approval by the Board of Light & Power are met.
2. All conditions of approval by the DPW are met, including the submittal of storm water calculations.
3. All current right-of-way and streets shall be vacated pursuant to Article IV, of Chapter 32 of the Code of Ordinances.
4. Applicant shall apply for all encroachment permits for buildings and structures that will encroach into the public right-of-way.
5. The applicant shall provide a detailed grading plan, including a cross section of the proposed retaining wall, to be approved by the City Planner.
6. Applicant shall provide a retaining wall permit and land use permit.
7. All easements shall be duly recorded and provided to the city.
8. Allow a 25% reduction in parking as referenced in this packet per section 40-604.02D.
9. An agreement with Nows for 19 parking spaces is reached and maintained.

Yeas: Kozanecki, Hulverson, Dora, Owens, Smolenska, Galligan, Smelker. Nays: Skelly, Grimes. **Motion passed 7-2.**

Case 23-04: Discussion of amending the zoning map to extend a Key Street along 3rd Street in the OT – Old Town District.

Urquhart introduced the case. He stated this is very similar to the request that came before the Planning Commission in September 2022, in which an extension of the key street would allow for a short term rental.

Ken Vis noted the request was specifically to allow the home at 306 3rd Street to lawfully become a short term rental by extending the Key Street 160 feet to the north.

The commission was not in favor of the request because it would open up too many opportunities for short term rentals.

Urquhart introduced the discussion pertaining to lighting and detached accessory buildings in the CB – Central Business District. Urquhart said that lighting was answered in the ordinance found in Sec. 40-605.02.C, in which commercial, industrial, or multiple family uses must have exterior lighting on the parking lot.

Urquhart said the Zoning Board of Appeals approved a variance request at the December 2022 meeting, and asked the planning commission to review this section. Urquhart said Sec. 40-301.02.B for detached accessory buildings in the Central Business District has a unique situation in which an accessory building over 20 feet in height can be located at the same setback as the principal building, which is zero feet. Urquhart said typically this would allow for a larger setback in the primarily residential districts. He noted this was an audit of the ordinance for the first time. Smolenska said she had no issue with the ordinance as written, noting the CB District is meant for zero setbacks.

Urquhart said he would bring a list of possible ordinance amendments monthly, and then when enough revisions are called for, a public hearing would be scheduled.

Zoning Board of Appeals Liaison Report:

Galligan noted there would not be a quorum at the February meeting. Urquhart noted there would be a meeting in March.

City Planner Report:

Urquhart said there would be a site plan on the agenda for next month. He also stated the sustainability and energy committee will likely present to the Planning Commission in the future.

Call to Audience; Second Opportunity:

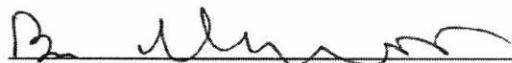
Bob Monetza of 945 Washington, thanked the Planning Commission for approving the former Diesel Plant Site Plan, and taking into account how an ordinance can provide flexibility under certain circumstances.

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Grimes added a comment that he would like to have the Planning Commission find a way to work better with architects and there is often a disconnect

Adjournment:

Grimes made motion to adjourn. Support by Dora. Voice vote. All ayes. Chair Dora adjourned the meeting at 9:16 pm.



Brian Urquhart
City Planner

