



VILLAGE OF PENTWATER

Planning Commission

ON PENTWATER LAKE AND LAKE MICHIGAN
65 N Hancock Street, P.O. Box 622, Pentwater, Michigan 49449
(231) 869-8301 – FAX (231) 869-5120

Regular Meeting Minutes – January 6, 2022

Chairperson Bruce Koorndyk called the regular meeting of the Pentwater Village Planning Commission Meeting to order at 6:00 pm, in-person at Park Place, 310 N. Rush Street, Pentwater, with the Pledge of Allegiance.

ROLL CALL

Present: Bruce Koorndyk, Paul Anderson, Mary Temple, Chris Conroy, and Amy Roberson.

Absent: Ron Stoneman and Michelle Angell-Powell.

Staff Present: Keith Edwards, Zoning Administrator.

APPROVAL OF AGENDA

Motion by Temple, second by Anderson to approve the agenda as presented.

Voice Vote: Aye: 5 Nay: 0 Absent: 2 Motion passed.

APPROVAL OF REGULAR MEETING MINUTES

Motion by Anderson, second by Roberson to approve the November 9, 2021, regular meeting minutes.

Voice Vote: Aye: 5 Nay: 0 Absent: 2 Motion passed.

PUBLIC COMMENTS FOR ITEMS ON THE AGENDA:

Planning Commissioner Ron Stoneman sent an email at 4:30 pm today explaining that he is ill and unable to attend the meeting. Further he requested that the Planning Commission meeting be postponed seeking full attendance to discuss the items on the agenda. The Planning Commission decided that since they have more than a quorum necessary to conduct the meeting, that the meeting will continue, especially since there is a scheduled public hearing as emphasized by Chairperson Bruce Koorndyk.

Dean Jessup of 420 S. Chester Street applauds Claudia Ressel-Hodan on the conceptual design for a viewing dock at the end of Third Street, and asked if the dock would be available to the public or is it only available for the benefit of the “water taxi”.

Dean Gustafson of 410 S. Chester echoed Dean Jessup’s comments also stating that more public docking space is always in need to connect downtown with the rest of the community, especially across Pentwater Lake.

Seeing no more hands for public comment, Chairperson Koorndyk closed public comment.

PUBLIC HEARING:

A. Request to vacate a portion of First Street (formerly Sixth Street) between Clymer and Washington St.

Chairperson Koorndyk opened the public hearing at 6:09 pm and asked Zoning Administrator, Keith Edwards to give a summary of his Staff Report. The request is to vacate approximately 135 feet of the unimproved (forested) First Street (formerly Sixth Street) between Clymer Street and Washington Street within Block 6 and 11 of Payne's Addition to the Village of Pentwater Plat. The existing right-of-way is currently occupied by a portion of the existing home at 90 S. Clymer Street, east of the requested vacation and a water line from Washington Street to 90 Clymer Street. The Village Manager has asked that an easement be retained for the installation and maintenance of utilities, and the applicant has requested that an easement be retained for vehicular access to the properties he owns, namely Lot 4 in block 6 and Lots 1 & 2 in Block 11.

Mr. Edwards stated that he had met in-person with Jon and Pamela Vander Ploeg who own property adjacent to the west of the request, and are in favor of the request.

No member of the audience spoke about the request.

Chairperson Koorndyk closed the public hearing at 6:23 pm.

OLD BUSINESS:

B. Draft Communication to the Village Council regarding a proposed amendment for Marijuana Provisioning Centers / Retailers within the C3, Central Business District.

Chairperson Koorndyk with the assistance of the Zoning Administrator drafted a communication to the Village Council regarding Marijuana Provisioning Centers and Retailers for review by the Planning Commission. The short letter, which expresses that the Village Council has been unable to make a formal recommendation to the Planning Commission for consideration of a Zoning Ordinance text amendment, summarizes Planning Commissioner research on the issue and concludes that the Planning Commission does not intend to take up the matter at this time. The draft letter was reviewed by the Planning Commissioners and suggested revisions will be incorporated prior to completion including an expression that the Village Council follow the requirements of Chapter 20, which states that the Planning Commission will consider an amendment when properly requested, i.e. the Village Council passes a motion to direct the Planning Commission to consider such an amendment. The final letter will be sent to sent to the Village President, Jeffrey Hodges.

Motion by Temple, seconded by Roberson, that Chairperson Koorndyk and Staff modify the draft letter as discussed by the Planning Commission including the comments expressed by Planning Commissioner Conroy prior to being sent to the Village President.

Roll Call Vote: Aye: 5 Temple, Roberson, Anderson, Conroy & Koorndyk
Nay: 0 Absent: 2 Motion passed.

NEW BUSINESS

- A.** Discussion and Recommendation to Village Council on the request to vacate a portion of First Street (formerly Sixth Street) between Clymer and Washington St.

Motion by Temple, seconded by Conroy to advise and recommend that the Village Council consider approval of the requested vacation of a portion of First Street (formerly Sixth Street) in Blocks 6 and 11 of Payne’s Addition to the Village of Pentwater between Clymer Street and Washington Street including the following conditions:

1. The Village shall retain an easement for access to construct, maintain and repair utilities across the entire portion of First Street that is proposed to be vacated.
2. The Village may consider assigning an easement from the remaining portion of First Street to Mr. Young’s northernmost parcel ID no. 64-044-551-001-00.

Roll Call Vote: Aye: 5 Temple, Conroy, Roberson, Anderson & Koorndyk
Nay: 0 Absent: 2 Motion passed.

- B.** Review of conceptual plan to construct a park within the end of the Third Street right-of-way at Pentwater Lake in the C3, Central Business District – also known as the Third Street Viewing Dock. Presentation by Claudia Ressel-Hodan of the Buildings and Grounds Committee of Pentwater Village Council.

Claudia Ressel-Hodan provided answer to questions issued by Planning Commissioners review of the graphics used to communicate the concept for proposed improvements to the end of Third Street at Pentwater Lake. The concept include sitting areas separated by an aisle way with a boat dock and landscaping as described on digital drawings prepared by Steve Bass and aerial photographs submitted by Village Manager Chris Brown.

Motion by Conroy, seconded by Anderson to recommend the Village Council approve the concept drawings submitted this far and subject to future Site Plan Review by the Planning Commission.

Roll Call Vote: Aye: 5 Conroy, Anderson, Roberson, Temple & Koorndyk
 Nay: 0 Absent: 2 Motion passed.

C. Land Use Discussion Primer for the January 25, 2022 regular meeting – proposed workshop.

Motion by Conroy/Temple to schedule a workshop reviewing the Future Land Use Plan as part of the Planning Commission’s work on the Pentwater Community Master Plan as part of the agenda for the January 25, 2022 regular meeting.

This motion was withdrawn.

COMMITTEE/DEPARTMENT REPORTS

- A. **Zoning Administrator** – Mr. Edwards’ written report was accepted by the Planning Commission.
- B. **Zoning Board of Appeals** – The Zoning Board of Appeals did not meet in November or December of 2021.

PUBLIC COMMENTS:

Claudia Ressel-Hodan stated that she appreciates the work of the Planning Commission.

COMMUNICATIONS FROM PLANNING COMMISSION MEMBERS:

Mary Temple is very excited about working on the Master Plan.

ADJOURNMENT

Motion by Anderson, second by Roberson to adjourn the meeting at 7:20 pm.

Voice Vote: Aye: 5 Nay: 0 Absent: 2 Motion passed.

Respectfully Submitted,
Keith Edwards, Zoning Administrator

January 14, 2022

Approved by the Village of Pentwater Planning Commission on January 25, 2022.