

# VILLAGE OF PENTWATER

## Planning Commission

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

### Regular Meeting Minutes – June 20, 2018

Chairman Ron Christians called the regular meeting of the Pentwater Village Planning Commission Meeting to order at 7:00 pm, with the Pledge of Allegiance.

#### ROLL CALL

**Present:** Bruce Koorndyk, Mark Benner, Ron Christians & Paul Anderson.

**Absent:** Michelle Angell-Powell & Kirstin McDonough.

**Staff Present:** Keith Edwards, Zoning Administrator, and Chris Brown, Village Manager.

#### APPROVAL OF AGENDA

**Motion** by Benner, second by Anderson to approve the Agenda as presented.

Voice Vote: Aye: 4                      Nay: 0                      Absent: 2                      **Motion carried.**

#### APPROVAL OF MINUTES

**Motion** by Anderson, second by Koorndyk to approve the May 16, 2018 regular meeting minutes as submitted.

Voice Vote: Aye: 4                      Nay: 0                      Absent: 2                      **Motion carried.**

**PUBLIC COMMENTS** – No comments from the audience were submitted at this time.

**PUBLIC HEARING** – Special Land Use Request - for the conversion of three (3) commercial units into two (2) residential units within the Hancock Building, 215 S. Hancock Street. The public hearing was opened at 7:03 pm. No member of the audience spoke. Mr. Edwards read into the record the written responses received:

1. Colleen Beres of 61 E. First Street commented that she is not sure if she supports the proposal or not and wondered: What provision has been made for on property parking?
2. Kathryn McCoy and Rob Harvey of 317 Spinnaker Dr. Unit 22 stated that they do support the request – having a combination of Commercial property on the ground floor and residential units on the second floor will help to keep more people living and doing business in the main part of the village. Having more residential units in town will ensure that the village remains active and vital in the future.
3. Carol Kitt of 177 S. Hancock Street stated that she does not have any issues with converting. Her only question would be do they have parking? I assume it would be on street parking which is already limited.
4. Sarah Chesney of 92 Third Street supports the request.
5. Sarah Chesney of 42 W. Second Street, Unit 7 supports the request.

6. Gary Malburg, of Pentwater Places, LLC, owners of units 2J and 1E in the Hancock Building supports the request – they believe it will help maintain the vibrancy of the Hancock Building thereby supporting the vibrancy of the village center.
7. Judith DiMichele of 42 W. Second Street Unit 8 supports the request. This would be a good idea – these types of units are in demand as our local population ages. I get asked daily if there are any units available in my building (Pentwater Place).

Seeing no one from the audience that wanted to speak, Chairperson Christians closed the public hearing at 7:09 pm.

### **OLD BUSINESS - None**

### **NEW BUSINESS**

#### **A. Special Land Use Request Discussion Hancock Building – 215 S. Hancock Street.**

After receiving public comment at the Public Hearing of June 20, 2018, and review of the materials and drawing submitted, the Planning Commission:

**Motion** by Koorndyk, second by Benner to grant Special Land Use approval for the conversion of three (3) commercial units 2F, 2G and 2H into two (2) residential units 2G and 2F-H subject to the following conditions:

1. The applicant's completion of the necessary land swap with the Village of Pentwater;
2. The applicant must satisfy the requirements of Section 17.04 and 17.05.D of the Zoning Ordinance either by acquiring variances or changes in the Zoning Ordinance or both in order to meet the parking requirements for residential uses: and,
3. The applicant must satisfy the requirements of the Michigan Building Code as administered by Oceana County, including, but not limited to, the requirements for fire suppression, adequate egress and emergency lighting.

Voice Vote: Aye: 4      Nay: 0      Absent: 2      **Motion carried.**

#### **B. Site Plan Review – Hancock Building - 215 S. Hancock Street.**

Upon review of the Site Plan by the Planning Commission:

**Motion** by Benner, second by Anderson to approve the site plan for conversion of the three (3) commercial units 2F, 2G and 2H into two (2) residential units 2G and 2F-H and

for the addition of the exterior balconies/decks in accordance with the site plan and drawings submitted including the decorative design of the deck/balcony columns, subject to the following conditions:

1. The applicant's completion of the necessary land swap with the Village of Pentwater;
2. The applicant must satisfy the requirements of Section 17.04 and 17.05.D of the Zoning Ordinance either by acquiring variances or changes in the Zoning Ordinance or both in order to meet the parking requirements for residential uses; and,
3. The applicant must satisfy the requirements of the Michigan Building Code as administered by Oceana County, including, but not limited to, the requirements for fire suppression, adequate egress and emergency lighting.

Voice Vote: Aye: 4            Nay: 0            Absent: 2            **Motion carried.**

**C. Expansion of a nonconforming building – 426 Chester Street.**

After reviewing the application, survey and drawings submitted for the expansion of 426 (a.k.a. 420) Chester Street, the Planning Commission:

**Motion** by Benner, second by Anderson to approve the expansion of 426 (420) Chester Street as shown on the submitted site plan and architectural drawings, finding that Sections 3.24.1 et seq. and Section 3.24.8 of the Zoning Ordinance have been met.

Voice Vote: Aye: 4            Nay: 0            Absent: 2            **Motion carried.**

**D. West Lowell Street Cul-de-Sac Improvements.**

After reviewing the drawing submitted as prepared by Fleis and Vandenbrink, for the expanded paving at the cul-de-sac of West Lowell Street, terminating at Mears State Park, the Planning Commission:

**Motion** by Benner, second by Anderson to approve the expanded paving at the cul-de-sac of West Lowell Street.

Voice Vote: Aye: 4            Nay: 0            Absent: 2            **Motion carried.**

The conceptual drawings prepared by Steve Bass for the center of the cul-de-sac will be taken into consideration and the final drawings will be submitted to the Planning Commission for review at a future date.

**COMMITTEE/DEPARTMENT REPORTS**

**A. Zoning Administrator** – Mr. Edwards’ written report was received by the Planning Commission.

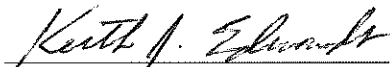
**B. Zoning Board of Appeals** – The ZBA met for their Annual Meeting on May 30 to re-elect Mike Castor as Chairperson; and Bill O’Donnell as Vice Chairperson. The ZBA also reviewed an amendment to the ZBA By-Laws changing the name of the Zoning Ordinance from the Pentwater Community Zoning Ordinance to the Village of Pentwater Zoning Ordinance.

**COMMUNICATIONS FROM PLANNING COMMISSION MEMBERS** – None.

**PUBLIC COMMENTS** – Dean Gustafson supports the positive effects the Planning Commission is having in Downtown Pentwater and Barry Monroe thanked the Planning Commission for their support of the Hancock Building conversion and improvement project.

**ADJOURNMENT** - The meeting was adjourned by Chairman Ron Christians at 8:10 pm.

Respectfully Submitted,

  
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Keith Edwards  
Zoning Administrator

June 26, 2018  
Date

Approved by the Village of Pentwater Planning Commission on July 18, 2018.