



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 – September 24, 2019

Chairperson Ron Christians called the regular meeting of the Pentwater Village Planning Commission Meeting to order at 6:00 pm, with the Pledge of Allegiance.

ROLL CALL

Present: Kirstin McDonough, Ron Christians, Mark Benner, and Paul Anderson.

Absent: Chris Conroy, Bruce Koorndyk and Michelle Angell-Powell.

Staff Present: Keith Edwards, Zoning Administrator.

APPROVAL OF AGENDA

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

Voice Vote: Aye: 4 Nay: 0 Absent: 3 Motion passed.

APPROVAL OF REGULAR MEETING MINUTES

Motion by Anderson, second by McDonough to approve the August 27, 2019 regular meeting minutes as presented.

Voice Vote: Aye: 4 Nay: 0 Absent: 3 Motion passed.

PUBLIC COMMENTS – Dave Morren and Jordan Schipper of Insignia Homes introduced a concept for a redevelopment plan of the Abbey Bed and Breakfast site on First Street and Dover Street.

PUBLIC HEARING – Special Land Use request for 22 S. Hancock (a.k.a. 35 E. Lowell).

Chairperson Christians opened the public hearing for the Special Land Use request to convert a commercial space into a residential unit at 6:10 pm.

- Rise Rasch – 40 E. Lowell - raised concerns about on-street parking problems with the angled parking and about too many vehicles parked at the property.
- Harry (Harold) Sandberg – 14 N. Hancock – was concerned about the angle parking and people backing out into the street.
- Robert Sandberg – 38 N. Hancock – stated that the street is not wide enough for angled parking and is in favor of parallel parking.
- Pat (Patricia) Sandberg - 14 N. Hancock - said her car was hit while parked in the street because people back out of the spaces angled toward the east and instead travel west on Lowell.

- Judy Levich - 55 E. Lowell – wanted to know if signs would be put up for the resident parking.

Chairman Christians closed the public hearing at 6:35 pm.

OLD BUSINESS

A. Discussion and Consideration of the Proposed Special Land Use Request for 22 S. Hancock (a.k.a. 35 E. Lowell)

Zoning Administrator, Keith Edwards gave his report with the following highlights:

- The four buildings located at the property have historically been used for commercial and residential purposes.
- The applicant seeks to convert the former Kayak Repair Shop (22 S. Hancock) to 1 unit of residential use. The proposed residential unit has 2 bedrooms and will require one parking space. The existing residential use with 3 bedrooms requires 2 parking spaces pursuant to Section 17.06 as amended in November, 2018.
- The remaining commercial space will contain 1,796.82 sq. ft. and the total residential space will be 3,061.14 sq. ft. meeting the Zoning Ordinance requirements.
- Staff recommends Planning Commission approval with the following conditions:
 - Adjustment and resubmittal of the site plan to reflect three (3) off-street parking spaces, and filed with the Zoning Administrator;
 - The off-street parking spaces must be striped with the appropriate 9' x 18' size spaces and designated as resident parking only.
 - The applicant must satisfy the requirements of the Michigan Building Code as administered by Oceana County for conversion of the commercial space to residential space.

Motion by Benner, second by Anderson to approve the Special Land Use request subject to the following conditions:

1. Adjustment and resubmittal of the site plan to reflect three (3) off-street parking spaces, and filed with the Zoning Administrator;
2. The off-street parking spaces must be striped with the appropriate 9' x 18' size spaces and designated as resident parking only.
3. The applicant must satisfy the requirements of the Michigan Building Code as administered by Oceana County for conversion of the commercial space to residential space.

Voice Vote: Aye: 4 Nay: 0 Absent: 3 Motion passed.

B. Report from the Pentwater Visioning Team – Mark Benner

Mark Benner gave a brief update that the Summer Poll results would be coming out in

October and that the Residents Survey would likely be finished for distribution within the next week.

NEW BUSINESS

- A. Request for a public hearing for a Special Land Use for the residential use of a portion of the building at 189 S. Hancock, which is located within the C3, Central Business Zoning District.**

Motion by Benner, second by McDonough, to set the public hearing for October 22, 2019.

Voice Vote: Aye: 4 Nay: 0 Absent: 3 Motion passed.

- B. Presentation of Complete Street Concepts by Fleis and Vandenbrink Engineers for consideration for Carroll and Lowell Streets.**

Rick Stout, LLA and David Bluhm, PE from Fleis and Vandenbrink provided a PowerPoint presentation regarding the concept of Complete Streets, using Carroll and Lowell Streets for the Pilot Project from Sixth Street to Mears State Park. The project will develop preliminary design and a Complete Streets Guidebook for inclusion in the new Master Plan. At least one additional public meeting will be held in the near future to review the preliminary design.

COMMITTEE/DEPARTMENT REPORTS

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

- B. Zoning Board of Appeals** – The ZBA did not meet in August 2019

COMMUNICATIONS FROM PLANNING COMMISSION MEMBERS – None.

PUBLIC COMMENTS – Residents that live in the area of the intersection of E. Lowell and Hancock Street are concerned about drainage, infrastructure and parking on East Lowell.

ADJOURNMENT - The meeting was adjourned by Chairperson Ron Christians at 7:45 PM.

Respectfully Submitted,
Keith Edwards, Zoning Administrator

September 27, 2019

Approved by the Village of Pentwater Planning Commission _____.