



Pentwater Planning Commission Regular Meeting Minutes – October 22, 2024

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

ROLL CALL

Present: Kyle Jansen, Phil Frame, Tim Kelley, Mary Marshall, and Chris Conroy.

Absent: Ron Stoneman and Amy Roberson

Staff Present: Katie Anderson, Zoning Administrator.

APPROVAL OF AGENDA

Motion by Frame, second by Jansen to approve the agenda as presented.

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

APPROVAL OF REGULAR MEETING MINUTES

Motion by Marshall, second by Frame to approve the September 24, 2024, regular meeting minutes as presented.

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

PUBLIC COMMENTS FOR ITEMS ON THE AGENDA

None.

PUBLIC HEARING

None.

OLD BUSINESS

None.

NEW BUSINESS

A. 212 W. Lowell St. – Nonconforming Review

Motion by Marshall, second by Frame to approve the nonconforming lot of 212 W. Lowell St. for new construction based on the findings of 3.24.B.1 et seq. and 3.24.B.8.

The Planning Commission should direct its focus to Section 3.24.B.1 et seq. and 3.24.B.8 of the Zoning Ordinance to consider the following conditions for approval:

Section 3.24.B Nonconforming Buildings or Structures

1. Nonconforming building(s) or structures may only be extended, enlarged, altered, remodeled, or modernized when the Planning Commission determines that the following conditions are met:

- a. The building or structure shall comply with all height, area, and/or parking and loading provisions with respect to such extension, enlargement, alteration, remodeling, or modernization.

The Board found this condition has been met in accordance with the applicant's proposal.

- b. The enlargement or extension is limited to the same parcel the nonconforming building or structure was located on at the time of the adoption of this Ordinance.

The Board found this condition has been met in accordance with the applicant's proposal.

- c. The enlargement or extension will not interfere with the use of other properties in the vicinity.

The Board found this condition has been met in accordance with the applicant's proposal.

- d. The enlargement or extension shall not exceed fifty percent (50%) of the GFA of the original building or structure when it became nonconforming; except that the Planning Commission may permit a greater percentage where all yard setbacks for the district in which the building is located are met without need of a variance to such setback(s).

The Board found this condition has been met in accordance with the applicant's proposal.

8. Where a building or structure is nonconforming for setback by a distance equal to or less than one-half of the distance required by this ordinance, the nonconforming setback (may) be extended along the same plane as the existing nonconforming setback, provided that in so doing, the setback itself is not further reduced and all other required setbacks are met.

This requirement has been met by way of a variance granted by the ZBA on October 15, 2024.

Roll Call Vote: Aye: Marshall, Frame, Jansen, Kelley, and Conroy.

Nay: 0 Absent: 2 Motion carries.

COMMITTEE/DEPARTMENT REPORTS

A. Zoning Administrator – Ms. Anderson’s written report was accepted by the Planning Commission.

B. Zoning Board of Appeals – October 15, 2024 Meeting Minutes Attached.

PUBLIC COMMENTS

None.

COMMUNICATIONS FROM PLANNING COMMISSION MEMBERS

Mary Marshall – I want to say thank you to Katie, because this month we are celebrating Bosses Month, and even though she is not our boss, she is a leader. I wanted to tell you that I appreciate your leadership and attention to detail and guidance as we go through these processes, and I appreciate you.

ADJOURNMENT

Motion by Marshall, second by Frame to adjourn the meeting at 6:23pm.

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

Respectfully Submitted,

Katie Anderson, Zoning Administrator

Approved by the Village of Pentwater Planning Commission on _____