



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 – October 22, 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: Chris Conroy, Bruce Koorndyk and Michelle Angell-Powell, Kirstin McDonough, Ron Christians, Mark Benner, and Paul Anderson.

Absent: None.

Staff Present: Keith Edwards, Zoning Administrator.

APPROVAL OF AGENDA

Motion by Angell-Powell, second by Conroy to approve the agenda as presented.

Voice Vote: Aye: 7 Nay: 0 Absent: 0 Motion passed.

APPROVAL OF REGULAR MEETING MINUTES

Motion by Benner, second by McDonough to approve the September 24, 2019 regular meeting minutes as presented.

Voice Vote: Aye: 7 Nay: 0 Absent: 0 Motion passed.

PUBLIC COMMENTS – None.

PUBLIC HEARING – Special Land Use request for 189 S. Hancock (former Gustafson Building).

Chairperson Christians opened the public hearing for the Special Land Use request to convert a commercial office/storage space into a residential unit at 6:05 pm.

No member of the audience spoke. A letter of support was received from Susan and Barry Monroe of 215 S. Hancock.

Chairman Christians closed the public hearing at 6:08 pm.

OLD BUSINESS

A. Report from the Pentwater Visioning Team – Christ Conroy and 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. Discussion and Consideration of the Proposed Special Land Use Request and Site Plan for 189 S. Hancock (former Gustafson Building)

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

- The building has historically been used for commercial and assembly space uses such as the former Masonic Temple.
- The applicant seeks to convert the third and part of the second floor to a 1 unit of residential use. The proposed residential unit will require one parking space provided for parallel to Division Street (alley). The applicant seeks a secondary exterior access over the former vault part of the building adjacent to Second Street
- 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.

Upon review of the Special Land Use request and Site Plan by the Planning Commission, Staff recommended approval subject to certain conditions.

Motion by Angell-Powell, second by McDonough to approve the Special Land Use request and Site Plan subject to the following conditions:

1. Satisfaction of the Village Council conditions for final approval for the acquisition of a portion of the Second-Street right-of-way for the property occupied by the existing building (vault room and rear entrance), deck and the proposed stairs.
2. The off-street parking space must be designated as resident parking only.
3. The applicant must satisfy the requirements of the Michigan Building Code for residential use as administered by the Oceana County Building Department.

Voice Vote: Aye: 7 Nay: 0 Absent: 0 Motion passed unanimously.

B. Consideration for Expansion of nonconforming house – 18 N. Beach Street.

Insignia Homes, on behalf of the owners of 18 N. Beach Street (west of Hanover), seeks to construct an addition on to the existing attached garage. The Fontaine residence is located on the west side of N. Beach Street, west of Hancock Street (in line with Hanover Street).

According to the survey and drawings submitted, the existing attached house and garage is located approximately 4 feet south of the north side property line. Six (6) feet is the required setback to the north side property line. Thus, the existing attached garage is nonconforming with respect to the side setback. At this time, the applicant

seeks to add a 288 sq. ft. screened porch onto the west side of the nonconforming 432 sq. ft. garage for a total of 720 sq. ft. of detached accessory building.

The requirement of no more than 50% lot coverage will be met at 45% on this large property. Additionally, the remaining requirements of the Zoning Ordinance such as the required front, rear and south side setbacks, building height and impervious surface area are met with the proposed addition.

The required front setback is 6 ft., existing is 4 ft., proposed remains at 4 ft.

Zoning Administrator Keith Edwards reviewed the standards for consideration of the expansion and modernization of nonconforming buildings, Sections 3.24.B.1 et seq. and 3.24.B.8 of the Zoning Ordinance for which Staff recommended approval.

Motion by Angell-Powell, second by Anderson to approve the expansion of the nonconforming home at 18 N. Beach St.

Voice Vote: Aye: 7 Nay: 0 Absent: 0 Motion passed unanimously.

- C. Change of November meeting date to November 19, 2019 (due to travel for the Thanksgiving holiday).

Motion by Angell-Powell, second by Benner to move the date of the November Planning Commission meeting to November 19, 2019 at 6 pm.

Voice Vote: Aye: 7 Nay: 0 Absent: 0 Motion passed unanimously.

- D. Discussion of December meeting date – currently scheduled for December 24 (Christmas Eve).

Motion by Angell-Powell, second by Koorndyk to cancel the December 24, 2019 Regular Planning Commission meeting.

Voice Vote: Aye: 7 Nay: 0 Absent: 0 Motion passed unanimously.

- E. Discussion of a joint meeting with the Pentwater Township Planning Commission.

Motion by Angell-Powell, second by Anderson to schedule a joint meeting in January, 2020 with the Planning Commission of Pentwater Township to review an outline for the joint Master Plan.

Voice Vote: Aye: 7 Nay: 0 Absent: 0 Motion passed unanimously.

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 September 2019.

COMMUNICATIONS FROM PLANNING COMMISSION MEMBERS – None.

PUBLIC COMMENTS – Village President Jeff Hodges commented on the loss of the Spectrum Health Care Facility in town that housed Dr. Nelson whom is being required to move his office to Hart because Spectrum will not renew their facility lease with Dr. Nelson.

ADJOURNMENT - The meeting was adjourned by Chairperson Ron Christians at 7:10 PM.

Respectfully Submitted,
Keith Edwards, Zoning Administrator

October 29, 2019

Approved by the Village of Pentwater Planning Commission November 19, 2019.