

VILLAGE OF PENTWATER

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

**Planning Commission Meeting Agenda
Community Room – 327 S. Hancock St.
Wednesday, July 19, 2017
7:00 P.M.**

- I. Opening
 - A. Call to Order and Pledge of Allegiance.
 - B. Roll Call.
- II. Approval of Agenda and Minutes
 - A. Approval of Agenda.
 - B. Approval of Minutes of the Meeting held June 21, 2017.
- III. Public Comments
- IV. Department/Committee Reports
 - A. Zoning Administrator – See attached report.
 - B. Zoning Board of Appeals – No meeting, no report.
- V. Old Business - None
- VI. New Business
 - A. Request for Lot Split – 240 Sands Street.
 - B. Presentation of a Streetscape Design for Pentwater – Created by Steve Bass, presented by Keith Edwards.
 - C. Discussion of Residential uses in the C3-Central Business District.
 - D. Planning Commission Meeting Schedule.
- VII. Communications from Planning Commission Members
- VIII. Public Comments
- IX. Adjournment



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Planning Commission

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Regular Meeting Minutes – June 21, 2017

Chairperson 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: Ron Christians, Michelle Angell-Powell, Mark Benner, Bruce Koorndyk, Kirstin McDonough & Paul Anderson

Absent: None

Staff Present: Keith Edwards, Zoning Administrator

APPROVAL OF AGENDA

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

Voice Vote: Aye: 6 Nay: 0 Absent: 0 **Motion carried.**

APPROVAL OF REGULAR MINUTES

Motion by Koorndyk, second by Benner to approve the May 17, 2017 regular meeting minutes as presented.

Voice Vote: Aye: 6 Nay: 0 Absent: 0 **Motion carried.**

PUBLIC COMMENTS ON AGENDA ITEMS – None

PUBLIC COMMENTS ON NONAGENDA ITEMS

Village President Jeff Hodges informed the Planning Commission about the opportunity to view a concept for the proposed streetscape improvements to Hancock Street properties in the downtown and two other locations at the north and south entrances to the Village of Pentwater. The presentation is sponsored by the Downtown Development Association and will be Tuesday, June 21, 2017 at 7 pm in the Community Room at 327 S. Hancock Street in Pentwater.

COMMITTEE/DEPARTMENT REPORTS

A. Zoning Administrator

Mr. Edwards referred to his written report that five Zoning Permits had been used since the last Planning Commission meeting, for a fence, a couple of additions a deck and a wall sign for VOX POPS a new business next to Gull Landing.

Motion by Anderson, second by Benner to approve the Zoning Administrator's written report as presented.

Voice Vote: Aye: 5 Nay: 0 Absent 1 **Motion carried.**

B. Zoning Board of Appeals

Mr. Edwards has provided a copy of the draft minutes of the June 7, 2017 annual meeting of the ZBA where Mike Castor was elected as Chairperson, and Bill O'Donnell was elected as Vice Chairperson. Additionally, the ZBA reviewed an amendment to their by-laws, which will be discussed for consideration of approval at their next meeting. Their next meeting is tentatively scheduled for September 6, 2017.

OLD BUSINESS - None

NEW BUSINESS

A. Presentation from Dr. Claudia Ressel-Hodan, Village of Pentwater DDA

Dr. Ressel-Hodan introduced herself as the Chairperson for the Downtown Development Authority (DDA) for the Village of Pentwater. Dr. Ressel-Hodan explained that the charge of the DDA is to prevent deterioration of downtown Pentwater. To that end, the DDA has provided Wi-Fi between First Street and the Sixth Street and the Marina; conducts marketing activities to promote downtown businesses in Pentwater and will soon be sending out a survey seeking input on the spending of tax dollars collected by the DDA. Additionally, the DDA in consort with the Village conducts downtown beautification and many promotional events and is sponsoring the proposed Hancock Streetscape design effort with the help of local resident Steve Bass. Lastly, the DDA coordinates the free bicycle program downtown. The Planning Commission thanked Dr. Ressel-Hodan for her efforts and the presentation to the Planning Commission as the Planning Commission seeks ways to include the efforts of the DDA in its upcoming effort to revise the Master Plan in 2020.

B. Pre-application Discussion – Hancock Building's proposed parking lot addition and balconies.

Barry Monroe, on behalf of the Hancock Building Condominium Association, presented an idea to the Planning Commission to add additional parking to the east side parking lot as well as balconies to the second floor to accommodate the possible conversion of the entire second floor of the building to residential use. Jeremy Horton of Harbor Design & Construction, owner of the units dedicated to their business also provided input. Currently, there are two residential units in the building, one on the second floor and one on the first floor at the northwest corner of the building, next to the restroom suite owned by the Village of Pentwater. The proposed parking area to accommodate the proposed new residential units would reconfigure the existing asphalt area on the west side of the building and provide an additional four parking spaces, thus providing a total of eight spaces to accommodate 4 residential units in the building. However, the proposal currently includes Village owned property and the Condominium Association will seek that acquisition from the Village Council. The Association also proposed to pave and stripe two additional parking spaces in Second Street that are currently turf and exchange some property around the Hancock Building to become Village owned property. The proposed balconies were also discussed in terms of their placement, design, existing trees and the desire to have the balcony proposed over the Village restrooms to provide waterproof covering over the existing entrances to the restrooms.

Benner moved and Koorndyk seconded to advise the Village Council that the proposal:

- Reduces the risk of dark spaces in the downtown as the existing commercial use on the second floor intends to move out of the building;
- Puts more residential uses and life into the downtown; and,

- That the proposed exchange between the Village and Association should be as net-neutral of a public/private agreement as possible.

Voice Vote: Aye: 4 Nay: 0 Abstentions: 2 (Anderson & Angell-Powell)

Motion carried.

C. Request for Planning Commission Representative to the ZBA.

Benner moved and Angell-Powell seconded to nominate Bruce Koorndyk to serve as the Planning Commission representative to the Zoning Board of Appeals. The successful nominee must be appointed by the Village President and approved by the Village Council.

Voice Vote: Aye: 6 Nay: 0 Absent: 0 **Motion carried.**

PUBLIC COMMENTS

Claudia Ressel-Hodan informed the Planning Commission that she is also working on the Pentwater bicycle trails including BR 35 with emphasis on gaining off-road portions of the trail to make it safer, including signage and working together with Pentwater Township.

Village President Jeff Hodges introduced new Village Council member Peter Dunlap to the Planning Commission and said that he intends to appoint a new Planning Commission member to complete their roster at the July Village Council meeting.

COMMUNICATIONS FROM PLANNING COMMISSION MEMBERS - None

None.

ADJOURNMENT

Christians adjourned the meeting at 8:30 p.m.

Respectfully Submitted,

Keith Edwards
Zoning Administrator

June 26, 2017
Date

Approved by the Village of Pentwater Planning Commission on _____



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ZONING ADMINISTRATOR'S REPORT June 30, 2017

The following is a summary of activity conducted by the Zoning Administrator in June, 2017.

Code Enforcement

Nothing outstanding at this time.

Planning Commission

The Planning Commission met on June 21, 2017 to hear a presentation from the DDA, consider a pre-application from the Hancock Building Condominium Association and to recommend a Planning Commission representative to the ZBA.

Zoning Board of Appeals

The Zoning Board of Appeals met on June 7, 2017 for its annual meeting where it elected Mike Castor as Chairperson and Bill O'Donnell as Vice Chairperson. The ZBA is also considering a minor change in its bylaws and plans to meet again September 6 to discuss the proposed change.

Zoning Permits

The following Zoning Permits were issued in June 2017. At this time, we have issued 19 Zoning Permits where this time last year 17 permits were issued by June 30.

1. 700 S. Beach for a fence.
2. 691 Park Street for a deck.
3. 280 S. Rutledge for a sidewalk repair.
4. 41 Dover for a fence.
5. 158 E. 6th Street for a 558 sq. ft. addition.

Sincerely,

Keith J. Edwards

Keith Edwards
Zoning Administrator

MEMORANDUM

To: Village of Pentwater Planning Commission
From: Keith Edwards, Zoning Administrator, Village of Pentwater
Date: July 14, 2017
Subject: Proposed Lot Split – 240 Sands, Property Tax ID No. 64-044-580-109-00

Introduction

Mark & Donna Ryan, owners of the property know as 240 Sands Street, on the northeast corner of Sands and Wythe Street, in the Village of Pentwater are seeking approval to divide the existing lot into two lots.

Background

The current owners of 240 Sands Street purchased the property in July of 2014, and in August of 2014, the existing home and garage were demolished. Only the concrete slab of the former garage remains in the southeast corner of the property. The existing legal description of the property is listed on the attached survey. The lot, also known as Lot 109 of Plat B of the Village of Pentwater is approximately 0.52 acres or 22,672.28 sq. ft. in area with 198.12 feet of frontage on Sands Street and 114.34 feet of frontage on Wythe Street. The property is located within the R2, Single Family Residential Zoning District, where the minimum lot area of 8,000 sq. ft. and a minimum lot width of 66 feet is required for single-family residential uses.

Discussion

The applicants, Mark & Donna Ryan propose to split or divide the lot into two lots of unequal size. The smallest of the two, shown as 'Parcel A' on the attached survey has a lot area of 10,077.32 sq. ft. or 0.23 acres with a lot width of 88.11 feet on the Sands Street side of the lot and represents a corner lot which would have two front setbacks at 17 feet, and two side setbacks of 6 feet. Corner lots do not have a rear yard or a rear setback requirement. 'Parcel B' is proposed at 12, 592.87 sq. ft. or 0.29 acres with a lot width of 110.01 sq. ft. Thus, both proposed lots would meet the minimum requirements for the R2, Single Family Residential Zoning District for single-family residential use. Additionally, Section 3.27 of the Zoning Ordinance requires that no parcel shall be created with a lot depth that exceed 4 times the lot width. Both proposed lots meet this requirement.

Lastly, Sections 150.35 – 150.37 of the Code of Ordinances for the Village of Pentwater require that:

1. No lot shall be provided into more than four parts; and,
2. Each new lot shall meet the minimum width and area of the Zoning Ordinance.

Both of the above requirements of the Code of Ordinance for the Village of Pentwater would be met based on the applicant's proposal. Additionally, the property is served by both municipal sanitary sewer and potable water.

Process

Although the Lot Split process is the sole responsibility of the Village Council, it has been the practice of the previous Zoning Administration to forward Lot Split requests to the Planning Commission for review against the Zoning Ordinance. After Planning Commission review and recommendation, the proposal must be forwarded to the Village Council for review and approval.

Recommendation

Staff recommends the Planning Commission consider a recommendation to the Village Council to approve the proposed lot split for 64-044-580-109-00, a.k.a. 240 Sands Street, as proposed into two lots as shown on the attached application and survey prepared by Hepworth Land Surveying, LLC on June 13, 2017.

CERTIFICATE OF SURVEY

PARENT PARCEL: PP# 64-044-580-109-00

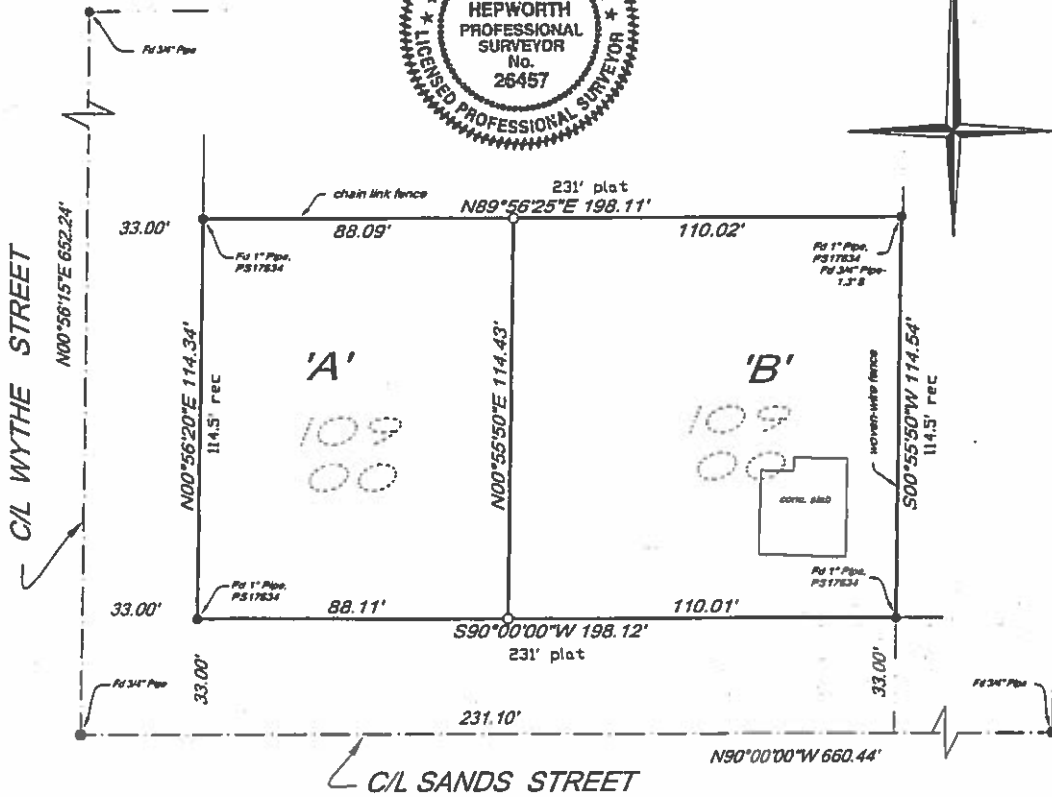
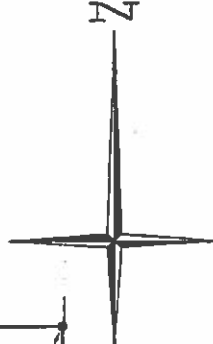
The South 114.5 feet of Block 109 of PLAT 'B' of the OFFICIAL MAP OF THE VILLAGE OF PENTWATER, according to the recorded plat thereof, Village of Pentwater, Oceana County, Michigan; being also known as Block 109, Except the North 100 feet thereof.

PARCEL 'A': PP# 64-044-580-109-00 (part of)

The South 114.5 feet of Block 109 of PLAT 'B' of the OFFICIAL MAP OF THE VILLAGE OF PENTWATER, according to the recorded plat thereof, Village of Pentwater, Oceana County, Michigan; EXCEPT the East 110 feet thereof.

PARCEL 'B': PP# 64-044-580-109-00 (part of)

The East 110 feet of the South 114.5 feet of Block 109 of PLAT 'B' of the OFFICIAL MAP OF THE VILLAGE OF PENTWATER, according to the recorded plat thereof, Village of Pentwater, Oceana County, Michigan.



To Mark Ryan :

I hereby certify that to the best of my knowledge, information and belief I have surveyed and mapped the property as described and platted herein; that the ratio of closure of such survey was less than one part in 5000; and that I have substantially complied with the requirements of PA 132 of 1970 as amended.

Furthermore, if the Surveyor's signature is not purple colored, the plan is a copy that should be assumed to contain unauthorized alterations. This certification shall not apply to any copies.

J. Randolph Hepworth
J. Randolph Hepworth, PS 26457

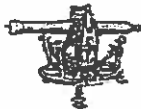
BEARING BASIS - ASSUMED

- = SET 1/2" X 24" IRON
- = FOUND IRON AS SHOWN



FOR:
MARK RYAN

HEPWORTH LAND SURVEYING, LLC



5774 WAYNE AVE
PENTWATER, MI 49449

TEL 231-869-2391

DISK: 2017 CRD: S97041

SCR: S17086

DATE: JUNE 13, 2017

JOB NO.: 17086

SHEET 1 of 1

MEMORANDUM

To: Village of Pentwater Planning Commission
From: Keith Edwards, Zoning Administrator
Date: July 18, 2017
Subject: Discussion of Residential Uses in the C3 – Central Business District - leading to a Review of the Master Plan and Zoning Ordinance

Introduction

Since we started our review of the Master Plan and Zoning Ordinance and I have seen some proposed projects and ideas for projects which have brought my attention to some of the limitations on development, redevelopment, infill and improvement projects that are running into barriers with the Zoning Ordinance.

One of those issues is barriers to residential uses in the C3 – Central Business District. As you might guess, this issue stated to come about with the idea of changing the use of the second floor of the Hancock Building to all residential use from a combination of commercial and residential uses.

Background

Within the current Zoning Ordinance, which was originally adopted in July of 1999, it appears that the Zoning Ordinance discourages downtown residential within the C3, Central Business District. Perhaps this is in response to some development that was occurring or was constructed, or took place prior to the 1999 Ordinance, for this question I will rely on the memory of Planning Commissioners.

The 2015 Update to the Pentwater Village Master Plan provides the following Design Guidelines for Residential uses in the Business District:

- “Limited mixed-use scale in the downtown business district with second- and third-floor apartments / condominium units will provide a mixture of housing types to augment available housing options currently available in the Village. These units will be limited in size and scale in relation to the existing and historic structures of the Village and the height limits outlined in the Zoning Ordinance.” (p. 34)
- “Downtown land use should ensure that retail development is concentrated on Hancock and office services are directed to side streets off Hancock. Residential Development should be considered as an accessory use to commercial uses in this district.” (p. 36)

Discussion

I was surprised to learn that the Master Plan and Zoning Ordinance seems to discourage residential uses in “downtown” Pentwater, yet not too surprised. Such bias in favor of keeping these uses out of downtown is customarily a relic of the late 1950’s through the 1970’s. Since 1980, there has been a resurgence in Planning Principles reversing those trends toward creating incentives for people to reside

downtown. This movement began with "New Urbanism" in the late 1980's, has continued under buzz words like Smart Growth and most recently "Sustainable Cities or Cool Cities"

There are two specific barriers that have presented themselves with regard to the idea of providing for residential uses, one is the requirement for off-street/on-site parking and the other is that residential uses in the C3 District are special land uses rather than allowed by right and furthermore, can only be accessory to the commercial uses on the floor below. Being accessory means that there is a relationship between the business on the first floor and the resident(s) above. According to our Zoning Ordinance, the term Accessory Use means "a use naturally and normally incidental and subordinate to, and devoted exclusively to the main use of the land or building" (Section 2.02). So, the idea would be that the resident is in some way associated or affiliated with the business below. Certainly, this provision is not manageable from a practical sense for continued zoning compliance. The requirement for off-street / on-site parking is also problematic especially in a built environment where you are trying to fill dark second or third floor spaces with residents. The way the parking requirements are written, Section 17.02, residential parking must be on site and cannot be off-site within a certain distance (i.e. 300 ft. or 500 ft., etc.) within the C3 District.

These items must be reviewed if the Village is willing to consider allowing and promoting downtown residential uses in existing buildings and provide for future development including senior housing.

Further Review

Over the last few months I have been reviewing the 2015 master Plan Update, Small Harbors Plan, and the Zoning Ordinance and found several items that are necessary for Planning Commission discussion including:

1. I am somewhat in disagreement with certain items in the Zoning Plan (Chapter 5) and Implementation Table (Chapter 6) in the Master Plan, including, but not limited to: Elimination of the C-1 General Commercial District in favor of putting all of the C1 properties into the C3, General Business District without consideration for the differences between what these districts allow for;
2. I think we should discuss some of the goals of the Master Plan as it relates to certain portions of the community especially the commercial districts and use of the PUD tools provided by the Michigan Zoning Enabling Act.
3. We should probably consider a major revision to the Zoning Ordinance to address many of the minor issues that Sara Bizon and I discovered as well as why our Zoning Ordinance does not allow for Marinas, for which there are special land use requirements, but no district to call home.
4. In addition to text amendments, we should also consider some Zoning Map changes including those listed in the Chapter 5 and 6 of the Master Plan and perhaps some new ideas.

Next Steps

I have asked the Village Manager and talked with the Village Clerk/Treasurer about my desire to hire an attorney specifically to work on the Zoning Ordinance. Thus, the Village Council will be considering such a proposal at their August meeting. Once the attorney is in place we can put together a work plan for reviewing the Master Plan and Zoning Ordinance.

I have attached the Zoning Plan and Implementation Chapters from our Master Plan for your review. I also will prepare an outline of the issues raised by my review of the Master Plan for discussion at a future meeting.

CHAPTER 5 ZONING PLAN

Purpose

A "zoning plan" is required to be part of any master plan, land use plan, or growth management plan pursuant to Section 33 of the Michigan Planning Enabling Act (MPEA) (PA 33 of 2008) and is also referred to in Section 305 of the Michigan Zoning Enabling Act (MZEAA) (PA 110 of 2006, as amended). Therefore, every master plan in communities with zoning must have a zoning plan that meets the requirements of Section 33 of the MPEA.

As defined by Section 33 (2) (d) of the MPEA, a zoning plan consists of the following elements:

- An explanation of how the land use categories on the future land use map relate to the districts on the zoning map.
- A description of each of the zoning districts (including proposed new districts) and including the purpose of each district, a description of the uses to be permitted (by right and by special permit) in each district, and the general locations for those types of districts.
- A proposed schedule of regulations by district that includes at least: building height, lot area, bulk and setbacks.
- A proposed zoning map showing the location of proposed zoning districts.
- The standards or criteria to be used to consider rezoning consistent with the master plan.

Relationship to the Land Use Plan

The Village of Pentwater Land Use Plan sets forth the vision, goals and policies for growth and development in the Village for the next twenty years. It includes a specific strategy for managing growth and change in land uses and infrastructure in the overall communities over this period, and will be periodically reviewed and updated at least once every five years. The Zoning Plan, along with the rest of the relevant parts of this Land Use Plan, is intended to guide future changes to the Pentwater Community Zoning Ordinance in order to ultimately implement the Land Use Plan itself.

Zoning Districts and Dimensional Standards

The Land Use Plan, as outlined in Chapter 4 of the this plan, proposes seven (7) land use categories while the Zoning Ordinance currently has twelve (12) zoning districts. A two zoning districts pertain to the Township only and are not found in the Village. The following provides a summary of how each zoning district relates to the respective applicable land use categories for this 2015 Plan update. The specific purposes of each individual zoning district and primary permitted and special land uses are listed, while Table 5-1 presents a summary of the key dimensional standards in each zoning district.

Future Land Use Category	Zoning District
<p>Lakeshore Residential</p>	<p>Chapter 8: WD Waterfront Intent of District: The Waterfront District is a supplementary District which applies to designated lands solely located along the waterfront and shoreline areas of the community. As such, the District is a "floating" district simultaneously with any other zoning districts. Where the specific requirements of the Waterfront District vary or conflict with the regulations contained in the underlying zoning district, the stricter requirements apply.</p>
	<p>Chapter 7A: R-4 Lakefront Multiple Family Residential Intent of District: The R-4 District is intended to accommodate existing multiple family developments located on the waterfront.</p>
<p>Low Density Residential</p>	<p>Chapter 5: R-1 Single Family Residential Intent of District: This District is intended to provide a low-density, single family residential living environment and to foster stable, high quality neighborhoods. This District is exclusively applied in the Township.</p>
<p>Medium Density Residential</p>	<p>Chapter 6: R-2 Single Family Residential Intent of District: This District is intended to provide a low-density, single and two-family residential living environment and to foster stable, high-quality neighborhoods while providing for additional variety of housing opportunities and choices. The regulations for this district also recognize the need to provide existing housing stock and allow the development of older subdivisions. This District is primarily applied in the Village.</p>

<p>High Density Residential</p>	<p>Chapter 7: R-3 Single Family, Two Family & Multiple Family Residential Intent of District: This District is intended to provide additional variety in housing opportunities and choices. The R-3 District should also provide high-quality residential dwellings. The regulations for this district recognize the need to provide affordable housing opportunities. Non-residential uses are only allowed to the extent that they serve to further this end.</p>
	<p>Chapter 9: MHP Manufactured Home Park Intent of Districts: The MHP District provides solely for the location of mobile and manufactured housing in separate manufactured home park developments. These Districts are exclusively applied in the Village due to the availability of municipal water and sanitary sewer services.</p>
<p>Office</p>	<p>Chapter 10: R-O Residential-Office District Intent of District: The primary purpose of this District is to accommodate existing low intensity professional offices in residential areas through the conversion and adaptive reuse of existing residential structures in appropriate and conducive areas along Business Route 31. Further, it is the intention of the R-O District to provide a transitional area between a major thoroughfare and interior single family residential areas. To this end, any new buildings or the conversion and alteration of existing buildings must be compatible by means of landscaping and architectural treatment with neighboring residences.</p>

Central Business	<p>Chapter 11: C-1 General Commercial Intent of District: This District is intended to provide a wide range of goods and services to residents of Pentwater as well as surrounding areas. These uses will generally be more intensive and less compatible with residential uses. These uses will have appropriate signs, adequate lighting levels, attractive landscaping, and convenient parking areas. Special attention will be given to the location of access points and other traffic and pedestrian conditions to ensure that such businesses are operated in a safe and efficient manner. Where possible, access points, parking areas, and other common features will be combined to serve more than one business.</p>
	<p>Chapter 12: C-3 Central Business District Intent of District: This District is intended to provide a wide range of goods and services to residents of the immediate community as well as surrounding areas in a downtown setting. The District is characterized by a compact shopping area accessible to pedestrian traffic, on-street parking and as such, is limited to the central business area within the Village.</p>
	<p>Chapter 12A: C-4 Hotel Resort District Intent of District: The purpose of this District is to accommodate existing hotel resort facilities, oriented to the vacationing and traveling public, located in areas of existing residential uses.</p>
Industrial	<p>Chapter 13: LI Light Industrial Intent of District: This District is intended to provide exclusive areas for light industrial uses. Uses in this District provide for various types of light industrial and manufacturing uses, wholesale businesses, warehouses, and other uses compatible with one another and which are sensitive to environmental effects.</p>
Residential and Commercial	<p>Chapter 14: PUD Planned Unit Development Intent of District: Planned developments, which modify the traditional forms of zoning, permit a developer to secure advantages which can be passed on to the general public by virtue of more desirable and more economical development.</p>

Table 5-1 Village of Pentwater Zoning District Regulations

Zoning District	Min. Lot Area	Min. Lot Width	Max. Lot Coverage	Front Yard Setback	Side Yard Setback	Rear Yard Setback	Max. Height
R-2 Single Family Residential	One Family		50%	17 ft.	6 ft.	30 ft.	35 ft.
	8,000 sq. ft.	66 ft.					
	Two Family						
	15,000 sq. ft.	120 ft.					
R-3 Multiple Family Residential	One & Two Family		50%	17 ft.	6 ft.	30 ft.	35 ft.
	6,000 sq. ft./unit	60 ft.					
	Multi-Family		50%	30 ft.	15 ft.	30 ft.	
	10,500 sq. ft.	N/A					
R-4 Lakefront Multiple Family Residential	22,000 sq. ft.	N/A	50%	30 ft.	The greater of 15 ft. or bldg. height	30 ft.	30 ft.
MHP Manufactured Home Park	10 acres	N/A	N/A	15 ft.	5-10 ft.	10 ft.	N/A
WD Waterfront	Same as Underlying	66 ft.	50%	30 ft.	Same as underlying		30 ft.
R-O Residential-Office	N/A	66 ft.	50%	17 ft.	6 ft.	30 ft.	35 ft.
C-1 General Commercial	20,000 sq. ft.	100 ft.	40%	25 ft.	10 ft.	25 ft.	35 ft.
C-3 Central Business	None	None	None	None	None	None	35 ft.
C-4 Hotel Resort District	8,000 sq. ft.	66 ft.	N/A	17 ft.	6 ft.	20 ft.	35 ft.
L1 Light Industrial	One acre	100 ft.	60%	25 ft.	20 ft.	40 ft.	35 ft.
PUD- Residential	Varies	200 ft.	30%	30 ft.	20 ft. total, 10 ft. min.	30 ft.	35 ft., 2.5 stories
PUD- Commercial	Varies	200 ft.	30%	30 ft.	30 ft.	30 ft.	35 ft., 2.5 stories

Proposed Changes to the Zoning Ordinance

Since this Plan incorporates new policies, land uses and other measures related to further improving the quality of life in the Village, there are changes to the Zoning Ordinance that should be made to make it fully consistent with this Future Land Use Plan. As the principal tool for implementing this Plan, each regulatory policy of the Plan should be reflected in one or more zoning requirements. Needed changes are listed below. These changes should be pursued as the need or opportunity presents itself. In some cases, public discussion of proposed zoning amendments on any of the below listed may result in the need to refine or alter some of the language in this Plan. If that occurs, this Plan should be amended before the zoning amendments are adopted.

Standards/Criteria for Rezoning

The following represent generally accepted planning standards/criteria that will be utilized by the Planning Commission while considering future amendment requests to the zoning map of the Village:

1. Is the requested change compatible with the existing development pattern and the zoning of the adjacent and nearby properties?
2. Has there been a change in the conditions upon which the original zoning designation was based? Have land uses and/or conditions changed since the zoning was established?
3. Does the proposed zoning better conform to the Master Plan?
4. Will the proposed change conflict with existing or planned public improvements?
5. Will the proposed change adversely affect traffic patterns or congestion?
6. Is the proposed amendment consistent with existing development patterns in the area and appropriate for orderly development of the community? The cost of land and/or other economic considerations pertaining to the applicant shall not be a consideration in reviewing the request.
7. Is the proposed amendment the logical expansion of adjacent zoning districts?
8. Is the timing of the request appropriate given the development trends in the area?
9. Will the proposed change adversely impact the environmental conditions of the site and/or area or the historic resources of the community?
10. Will the proposed change adversely affect the health, safety and welfare of the community and the surrounding area?
11. Other matters which may be appropriate.

CHAPTER 6 IMPLEMENTATION

Implementation Table

Transforming the Village's goals into reality will require a long-term commitment and political consensus. The plan is designed to be a road map for action, incorporating strategies, specific projects, and programs that will achieve the desired results. This chapter synthesizes the many plan recommendations and identifies the actions and timing needed to transform the plan's vision into reality.

While Village officials will rely on policies and design principles outlined earlier in this plan to guide future decision-making, the actions listed below must be implemented to achieve the goals of the Master Plan. Therefore, it is essential to develop a prioritized "work plan" for the next five-year timeframe, clearly identifying implementation actions and timeframes to ensure that the plan remains a dynamic and "living" document. Prioritization as it relates to timing is presented below:

- **Priority 1:** Projects are those that should be given an immediate and concentrated effort within six months of adoption.
- **Priority 2:** Projects necessary to implement the plan, but dependent upon commencement or completion of Priority 1 projects or do not have the same urgency of those projects (7-12 months from adoption).
- **Priority 3:** Projects are those that implement elements of this plan, but are not urgent and can be delayed for a longer period of time. These projects are more susceptible to budgetary constraints.

The following tables include the action plan and implementation strategy for the Village of Pentwater Master Plan.

Implementation Strategy		
Action	Priority/Timing	Status
Zoning Text Amendments		
1. Revise the R-3 Residential District to permit multiple family dwellings only and modify the maximum density in the District to eight (8) units per acre.	-	Completed
2. Create an R-O, Residential-Office District, to allow offices that resemble a residential structure and limit its application to major roadways.	-	Completed
3. Eliminate the C-1, General Commercial District, since it is nearly identical in permitted uses and area requirements to the C-3 Central Business District.	1	Not Completed
4. Eliminate the C-4, Hotel Resort District, since it was created and applied for one specific use that is no longer in existence	1	Not completed
5. Consider eliminating the Planned Unit Development-PUD District and instead converting the District and all of its provisions into a Special Land Use and adding PUD as a Special Land Use in all Residential zoning districts.	1	Not completed

Implementation Strategy		
Action	Priority/Timing	Status
Zoning Text Amendments		
<p>6. Create an R-4 Lakefront Multiple Family Residential District that only applies to the three existing lakefront multiple family residential developments currently known as Spinnaker, Pentwater Pointe and Marina View condominiums and it is not intended to apply the R-4 District beyond these developments</p>	-	Completed
<p>7. Consider creation of downtown design standards for incorporation into zoning ordinance</p>	2-3	New
<p>8. Amend the Zoning Ordinance to include standards/criteria for rezoning requests.</p>	1	Not completed
<p>9. Create industrial redevelopment development standards.</p>	2	New
<p>10. Create new language to support senior housing options to achieve goal #6. Assess the Zoning Ordinance as it relates to:</p> <ul style="list-style-type: none"> • Attached residential housing types; • Smaller footprint single-family dwellings (cottages); • Alternative housing types that fit the neighborhood character and blend into the community; • Senior independent living, assisted living and congregate care developments. 	2	New

Implementation Strategy	Priority/Timing	Status
Zoning Map Amendments		
1. Rezone the property at 262 & 264 W. Lowell Street (former Nickerson Inn site) to a more appropriate R-2 Residential District	2	Not completed
2. Rezone the properties at 500 (Pentwater Family Practice) and 540 (Dr. Richard Williams, DDS) North Hancock to the new O-1 Residential Office District (if the O-1 Office District is created)	-	Completed
3. Rezone all properties currently zoned C-1 General Commercial to C-2 Central Business District (if the C-1 Commercial District is eliminated)	2	Not Completed
4. Rezone all properties that are not currently in use or zoned as multiple family residential to a more appropriate residential zoning classification.	2	Not completed
5. Rezone the property at 579 Sands St. from C-3 Central Business District to R-2 Residential District	2	Not Completed
6. Rezone the properties containing the Spinnaker, Pentwater Pointe and Marina View multiple family developments to the new R-4 Lakefront Multiple Family Residential District	-	Completed

MEMORANDUM

To: Village of Pentwater Planning Commission
From: Keith Edwards, Zoning Administrator
Date: July 14, 2017
Subject: **Planning Commission Meeting Schedule**

There are two items in this memorandum regarding the future Planning Commission meetings:

1. The township has provided me with the opportunity to attend a Michigan Townships Association meeting in Cadillac on August 16, 2017. This is an evening meeting from 4 to 8, so I will not be able to attend next month's regularly scheduled meeting. The meeting will present several topics in Planning and Zoning including Medical Marijuana Facilities and issues regarding short-term rentals and proposed legislation to allow them as permitted uses in residential districts. Both topics are applicable to the Township and Village, so both entities will benefit from what I learn at the meeting. The Planning Commission may wish to discuss whether to reschedule the August 16 meeting date, cancel the meeting, or hold the meeting regardless, but I will not be able to attend.
2. In an effort to try to be more organized and effective with the limited amount of time that I have per week between the two municipalities I would like to suggest that the Planning Commission consider holding its regular meetings every other month, and opposite those held by the Township. For instance, the Village PC meets this month, the Township PC meets next month, and so on. If there is a private application or any other reason to hold a meeting in a month where it is not necessarily scheduled, the Chairperson can always call for a meeting. We would keep the date each month open and just use it if we need it. I will check the PC by-laws, but the State Statute requires that the PC meet only 4 times per year.

Thank you for considering the above and I will be available at the July 19 Planning Commission meeting to discuss.