

CITY OF NORTON SHORES
PLANNING COMMISSION MEETING
July 12, 2016

A regular meeting of the Norton Shores Planning Commission was held on Tuesday, July 12, 2016 at 5:30 p.m., Norton Shores Branch Library, 705 Seminole Road.

Present: Vice Chairman Olson, Commissioners Bolhuis, Cross, Lester, Otto, Ruitter, Trygstad and Westgate; also, Rob Bilkie, Jerry Bartoszek, Lynne Fuller and Susan Franklin

Excused: Chairman Drier

16-P22 Minutes

Commissioner Ruitter moved to adopt the minutes of the June 14, 2016 Planning Commission meeting. The motion was supported by Commissioner Lester and carried unanimously.

16-P23 Consent Agenda

Commissioner Trygstad moved to adopt the Consent Agenda which consisted of: a) Resolution scheduling a public hearing date of August 9, 2016, to consider a special use permit request from Chad Bush for property at 1249 E. Pontaluna Road, and b) Resolution scheduling a public hearing date of August 9, 2016, to consider zone change from GO General Office to PUD Planned Unit Development for the properties at 615, 635, 645, 655, 675, 685, 695, 707, 721, 747 and 749 Ellis Road. The motion was supported by Commissioner Otto and carried unanimously.

16-P24 Public Hearing – Zoning Ordinance Amendment – Lorraine McCombs Wright, 1032 Airport Road

The City Clerk certified the publishing and mailing of the public notice.

A public hearing was held. No one commented on the request.

Commissioner Trygstad moved to adopt a resolution recommending to the City Council that the request from Lorraine McCombs Wright for a zone change from C-2 General Retail to R-2 Single Family Residential for the property at 1032 Airport Road be granted. The recommendation for approval was based on the following reasons: 1) The property is currently non-conforming; 2) The property owner cannot refinance or undergo major repairs to the property; and 3) The area is residential in nature. The motion was supported by Commissioner Cross and carried unanimously.

16-P25 Public Hearing – Zoning Ordinance Amendment – Sign Provisions

The City Clerk certified the publishing of the public notice.

A public hearing was held. No one commented on the proposed revision.

Commissioner Westgate moved to adopt a resolution recommending to the City Council that the proposed amendment pertaining to the height of off-premise advertising signs and ground-mounted signs be approved. The recommendation for approval was based on the following reasons: 1) The amendment clarifies the height provisions for billboards; 2) The proposed regulations are in line with other communities in the area; and 3) The provision would clarify the maximum height for freestanding signs through inclusion in the definition section of the ordinance. The motion was supported by Commissioner Trygstad and carried unanimously.

16-P26 Public Hearing – Special Use Permit – Dorman Day Care, 2890 Vulcan Street

The City Clerk certified the publishing and mailing of the public notice.

A public hearing was held. No one commented on the request.

Commissioner Bolhuis moved to adopt a resolution recommending to the City Council that a special use permit be granted to Dorman Day Care for day care usage on the property at 2890 Vulcan Street. The recommendation for approval was based on the following reasons: 1) The facility meets the ordinance requirements; 2) The property is at the end of a dead end street to provide a better drop off area for children. The motion was supported by Commissioner Westgate and carried 7-1.

Commissioner Bolhuis moved to adopt a resolution granting site plan approval to Dorman Day Care for day care usage for up to 10 children on the property at 2890 Vulcan Street with the following conditions: 1) The requested special use permit will be granted by the City Council; and 2) The property owner must maintain her State license. The motion for approval was based on the following reasons: 1) The applicant is already licensed to care for six children; and 2) The allowance for additional children will provide opportunities for school-age siblings to be cared for at the same facility as younger children when they are out of school for the summer. The motion was supported by Commissioner Lester and carried unanimously.

16-P27 Public Hearing – Zoning Ordinance Amendment – Michael Knapp, 1249 E. Pontaluna Road

The City Clerk certified the publishing and mailing of the public notice.

A public hearing was held. No one commented on the request.

Commissioner Trygstad moved to adopt a resolution recommending to the City Council that the request from Michael Knapp for a zone change from GI General Industrial to C-3 Major Commercial for the west half of the property at 1249 E. Pontaluna Road be denied. The recommendation for denial was based on the following reasons: 1) The requested zone change would allow other possibly undesirable uses; and 2) The best avenue of protection for the surrounding area is for the property to be zoned PUD Planned Unit Development to provide the Planning Commission and City Council the opportunity to review any intended use through the special use permit process. The motion was supported by Commissioner Otto and carried unanimously.

16-P28 Variance – AMG Outdoor Advertising, 1218 E. Pontaluna Road

Commissioner Westgate moved to adopt a resolution recommending to the Zoning Board of Appeals that a variance to allow AMG Outdoor LLC to erect a 360 square foot electronic billboard on the property at 1210 E. Pontaluna Road with a setback of 10 feet from the US-31 right-of-way as opposed to the minimum 100 feet required by Ordinance be approved. The recommendation for approval was based on the following reasons: 1) The proposed sign is half the size of a normal billboard; and 2) An on-premise sign would be allowed in the proposed location. The motion was supported by Commissioner Cross and carried unanimously.

The meeting adjourned at 6:05 p.m.



Lynne A. Fuller, City Clerk