Notice and agenda of the regular Planning Commission Meeting at 7:00 p.m. to be held at the Grand Haven City Council Chambers, 519 Washington Avenue. Planning Commissioners unable to attend the meeting are requested to contact the Planning Department at 616-935-3276 prior to the meeting.

1. MEETING CALLED TO ORDER

2. ROLL CALL: Debi Hulverson, Vice-Chair Ryan Galligan, Tamera Owens, David Skelly, Magda Smolenska, Jennifer Smelker, Amy Kozanecki, Chair Mike Dora

3. APPROVAL OF MINUTES – June 13, 2023

4. APPROVAL OF AGENDA

5. CALL TO AUDIENCE – ONE OF TWO OPPORTUNITIES

6. NEW BUSINESS
   
   A. Case 23-19: Discussion of a proposed rezoning of 626 Columbus Ave (parcel #70-03-21-353-002) from OT to NMU
   
   B. Case 23-20: Discussion of proposed site plan at Grand Haven Yacht Club at 501 N. 3rd St. (parcel #70-03-20-280-023)
   
   C. Case 23-21: Discussion of a proposed site plan for phase 2 at 300 Washington Ave. (parcel #70-03-20-437-011)

7. ZONING BOARD OF APPEALS LIAISON REPORT

8. CITY PLANNER REPORT

9. CALL TO AUDIENCE – SECOND OPPORTUNITY

10. ADJOURNMENT
DATE: July 7, 2023
TO: City of Grand Haven Planning Commission
FROM: Brian Urquhart, City Planner
RE: Case 23-19: Rezoning Pre-Public Hearing Discussion – 626 Columbus Ave.

Current Zoning: OT, Old Town
Existing Use: Single-Family Residential
Proposed Zoning: NMU, Neighborhood-Mixed Use
Proposed Use: Mixed-Use Development
Future Land Use: Traditional Neighborhood Mixed-Use

1.0 Request
John Steinbach of Steinbach Family Real Estate, LLC has submitted a zoning change application to rezone the property at 626 Columbus Ave. (parcel #70-03-21-353-002) from Old Town to Neighborhood Mixed-Use. The proposal is the part of a Steinbeck Crossings Development, a mixed-use development located at the corner of 7th and Columbus that would reinvest new development into Centertown. However, the project must require rezoning before site plan approval can be granted.

Because the submittal was made after the July meeting submittal deadline and unique challenges to the development site, staff encouraged Mr. Steinbeck to come before the Planning Commission to discuss the particulars his redevelopment request. These include setbacks, parking, building height, retention of retail and commercial uses, compatibility with the Master Plan, future land use, infrastructure, and recent development trends in the area.

2.0 Rezoning Change Standards
The Zoning Ordinance provides standards for a rezoning application in Sec. 40-121.A. The applicant has provided a narrative that responds to these review standards. The Planning Commission should carefully review Chapter 13 of the Master Plan, relating to the site’s future land use classification and description of Neighborhood Mixed-Use and Centertown.

Furthermore, the property is adjacent to 630 Columbus and 17 N. 7th St., both are zoned NMU, therefore a rezoning would not be spot zoning. With the exception of 622 Columbus, and portions of the railroad right-of-way, the entire block surrounded by 5th St., Washington Ave., 7th St., and Columbus Ave. is zoned NMU.

Staff would like to note that portions of the Old Town Area abut more intense and commercial and redevelopment areas on all sides, and development pressure will continue to be placed on this traditional neighborhood. As development pressure may continue to spread into Old Town from Centertown, downtown and Beacon Blvd. corridor, the Planning Commission should identify areas in which a zoning change from a less intensive use to a greater intensity in the Old Town District should be limited in order to preserve the intent of Old Town District.

3.0 Site Plan Review
A full site plan review will be provided at a future meeting date should the rezoning be approved. A mixed-use is permitted by right in the NMU District. Careful consideration for development standards in the NMU and Centertown Overlay should be taken into account.
4.0 Next Steps
The Planning Commission is asked to give direction to the applicant regarding the zoning change application. Please review Chapter 13 of the Master Plan in preparation for discussion. If an agreement on the rezoning application is favorable, a public hearing can be scheduled for the August meeting.

Attachments:
   A. Zoning Change Application dated June 15, 2023
   B. Supplemental information
   C. Zoning Change narrative
   D. Zoning Map
REQUEST FOR ZONING CHANGE APPLICATION
Community Development Department, City of Grand Haven
519 Washington Avenue, Grand Haven, MI 49417
Phone: (616) 935-3276     Website: www.grandhaven.org

1. General Information (if the proposed amendment is a map amendment, aka rezoning)
Address/location of property: 626 Columbus Ave Grand Haven MI 49417
Parcel #: 70-03-21-353-002
Current Use: Residential
Existing Zoning: Old Town
Proposed Zoning: Neighborhood Mixed Use / Center Town Overlay

2. Owner
Name: Steinbach Family Real Estate LLC
Address: 18 W 7th St
Grand Haven MI 49417
Phone #: 231-759-7727
Email: MrJohn56@w.com

3. Applicant
Name: Same as #2 (owner)
Address:
Phone #:
Email:

4. Required Attachments
- PDF + 5 copies of application
- Property deed (rezoning)
- Plat or sketch (rezoning)
- Justification for request (see sec. 40-121 on page 2)
- Power of attorney (if applicable)
- Existing and proposed section language from Zoning Ordinance (if the proposed amendment is a text amendment)

5. Fees and Escrow Deposit
Application Fee: $400

A deposit of $1,500 shall be collected for all Planning Commission and Zoning Board of Appeals cases where it is expected that costs above staff time and one public hearing publication will be incurred. These expenses include additional public hearing notifications, attorney fees, engineering or surveying fees, or other special studies. Should expenses total more than the deposit, the applicant will be billed by the City for the additional costs, or additional escrow payment shall be required to complete the Planning Commission or Zoning Board of Appeals process. Should expenses total less than the deposit received, excess amounts shall be returned to the applicant.

Petition will not be accepted without signature of legal owner or official agent (attach power of attorney).

Signature of Proposed Owner: ___________________________ Date: 6/3/3
Print Name: John Steinbach, member Steinbach Family Real Estate LLC
Signature of Applicant: ___________________________ Date: 6/3/3
Print Name: John Steinbach, member Steinbach Family Real Estate LLC

Office Use Only
Permit #: ___________________________ Date Received: ____________ Fee: ____________
Date of City Council Approval: ___________________________
3. In the event the amendment will add a use to a district, if the proposed use is fully consistent with the character of the range of uses provided for within the district, and that the amendment will not create incompatible land uses within a zoning district, or between adjacent districts.

4. If the proposed amendment is supported by the findings of reports, studies, or other documentation on functional requirements, contemporary building practices, environmental requirements, and similar technical items.

5. If the proposed amendment is consistent with the city’s ability to provide adequate public facilities and services, and is consistent with the city’s desire to protect the public health, safety, and welfare of the community.
ZONING CHANGE APPLICATION PROCESS

Application for rezoning is filed: An application is deemed complete upon submission and acceptance of the completed application form and all required documentation. Once an application is deemed complete, a petitioner will be scheduled for a public hearing on the next available slot on the Planning Commission's agenda, which will be at least 26 days after submission of the application, but within forty-five (45) days of the submission of a complete application prepared in accordance with this Zoning Ordinance.

Notice of Public Hearing: The City shall, not less than 15 days before the date of the public hearing, serve written notice, either in person or by regular mail, to the owners and occupants of the property within 300 feet in each direction of the lot line of the subject property, pursuant to section 40-122 of the Zoning Ordinance.

Attendance: It is requested that the petitioner or a representative be present at the hearing to answer any questions the commissioners may have on the request or on the property involved.

Recommendation: Following the public hearing and review of the proposed zoning change and supporting data, the Planning Commission shall recommend approval, modification, or disapproval and the reasons therefore, to the City Council.

Approval: The Council, after receipt of the recommendation, shall approve, disapprove or modify the request. In case of approval, the Council shall pass an amendatory ordinance granting the zoning change. This ordinance must be read by the City Council two times prior to its approval and final adoption.

FACTORS FOR THE PLANNING COMMISSION TO CONSIDER

Excerpt from section 40-121 of the Zoning Ordinance:

Prior to making a recommendation on the proposed amendment to the city council, the planning commission shall consider the factors specified as follows:

A. If the proposed amendment is a map amendment (rezoning), the planning commission shall consider the following:
   1. If the proposed zoning amendment is consistent with the city's adopted master plan.
   2. If the proposed zoning amendment is consistent with recent development trends in the area.
   3. If the zoning amendment is compatible with existing or future land uses in the vicinity of the subject site or throughout the zoning district(s) affected by the proposed amendment.
   4. If existing or planned public infrastructure, including streets, sanitary sewers, storm water, water, sidewalks, and street lighting are capable of accommodating potential changes in land use resulting from the proposed amendment.
   5. If the proposed amendment is consistent with the intent and purpose of this ordinance and whether the proposed amendment would protect the health, safety, and welfare of the city.

B. If the proposed amendment is a text amendment, the planning commission shall consider the following factors:
   1. If the proposed text amendment would clarify the intent of the ordinance or correct an error.
   2. If the proposed text amendment would address changes to state legislation, recent case law, or opinions from the Attorney General, or promote compliance with changes in other county, state or federal regulations.
REQUEST FOR ZONING CHANGE APPLICATION
Planning Department, City of Grand Haven
519 Washington Avenue, Grand Haven, MI 49417
Phone: (616) 935-3276  Website: www.grandhaven.org

The City of Grand Haven Planning Commission meets in a regular session on the second Tuesday of each month at 7:00 p.m. in the City Council Chambers, 519 Washington, Grand Haven, Michigan.

Materials related to requests for Board action, including any required fees, must be filed at the Planning Department located at 519 Washington Avenue, Grand Haven, Michigan, 49417. Questions may be directed to Brian Urquhart, City Planner, at (616) 935-3276.

Filing requests which are not complete or which are not filed by the meeting deadline, as determined by the City Planner, will not be placed on the agenda of the respective Board meeting, nor will they be considered at the respective Board meeting.

Filing deadlines are established:
- To comply with various Ordinance requirements;
- To permit adequate time for staff to arrange the notice for publication as may be required;
- To permit adequate time for staff to arrange the mailing of notices as may be required;
- To permit adequate time for the Board and staff to review the filed materials.

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Real Property Search
« Back to Search Results

Property Summary

Property Summary: View property details including assessed values, tax description, sales and split history.
Delinquent Taxes: Pay delinquent taxes.
Tax Search: Purchase a tax search to view a breakdown/history of taxes or request pay-off amounts for future months.
GIS Map: Interact with a GIS parcel map.

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<td>70-03-21-353-002</td>
<td>Owner Name 2:</td>
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<td>Property Address:</td>
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Assessed Values
Assessed values, taxable values and Principle Residence/Qualified Ag. Exemption status displayed on miOttawa are compiled from the local city and township assessors and include order changes (MTT, Board of Review etc.) received from the local unit. More recent changes should be verified with appropriate local assessors.

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Tax Description
E 1/2 LOT 5 BLK 16 MONROE & HARRIS ADD TOGETHER WITH A DRIVEWAY EASEMENT OVER THE E'LY 10 FEET OF THE N'LY 40.5 FEET OF THE W 1/2 OF SAID LOT 5.
ZONING CHANGE APPLICATION NARRATIVE
Steinbach Family Real Estate, LLC
626 Columbus Avenue

Steinbach Family Real Estate, LLC ("Steinbach") owns the property commonly known as 626 Columbus, which property is the subject of this re-zoning request (the "Subject Property"). Steinbach also owns the properties commonly known as 630 Columbus and 17 N. 7th Street (the "Contiguous Property"). The Contiguous Property is located to the approximate East of, and contiguous to the Subject Property. The Subject Property is currently zoned Old Town and the Contiguous Property is zoned Neighborhood Mixed Use ("NMU").

Steinbach requests that the zoning classification of the Subject Property be changed to NMU, and to facilitate the planned Steinbach Crossings development. Steinbach Crossings will be a mixed-use community located at the corner of 7th and Columbus, and will revitalize a neighborhood long targeted for redevelopment by both the City and its DDA. Steinbach Crossings contemplates an energetic re-purposing of the Subject Property and the Contiguous Property, by the elimination of two aging, dilapidated and obsolete homes and the construction of a new building that will include covered parking and both residential and retail spaces. Steinbach Crossings and will not only bring new neighbors and business to this vital intersection, but will spur growth and economic development on other parcels along the Columbus Avenue and 7th Street corridors as well as throughout the greater CenterTown neighborhood.

The requested re-zoning satisfies each of the factors which the Planning Commission must consider under Zoning Ordinance §40-121(A):

1. **Consistent with the City’s Master Plan.** Steinbach’s revitalization and development plans for this mixed-use corner will provide additional housing and of a different type than presently exists in the neighborhood, and increase density of the parcels, bringing new residents to the neighborhood, and providing a larger consumer base for local businesses, all of which supports Goal One of the City’s Master Plan.

2. **Consistent with Recent Development Trends.** While little new development has occurred in the immediate area, urban development in general has moved toward smaller and more efficient dwelling spaces, almost always located above and/or adjacent to fresh, new and exciting commercial spaces. Steinbach Crossings will provide small and mid-sized residential units above a new, ground-level, 7th Street-facing retail space.

3. **Compatible with Existing or Future Land Uses in the Vicinity.** Two of three parcels contiguous to the Subject Property are already zoned Neighborhood Mixed Use. Moreover, the Steinbach Crossings development contemplates uses that are not only permitted, but already occurring in certain buildings within, the NMU district.
4. **Capable Infrastructure.** All necessary municipal infrastructure and utilities are already in place and (subject of course to routine maintenance and/or scheduled replacement) more than adequate to service the additional density and the new residents that Steinbach Crossings will bring to the NMU district.

5. **Consistent with Intent and Purpose of Ordinance and Protect Health, Safety and Welfare of City.** The requested re-zoning is consistent with the intent of, and will have no adverse impact on the purposes or results of the zoning ordinance. In particular, the requested change will move an existing zoning-district boundary line less than 35 feet to the Southeast, and change the zoning classification of just one very small (less than 3,700 square foot and oddly-shaped) lot, access to which is restricted by the railroad right-of-way, to match the classification of the immediately-adjoring Contiguous Property. Nor would the re-zoning have any adverse effect on the health, safety and welfare of the City or any of its residents.

The compact and irregular size of the Subject Property, constrained by the railroad right-of-way, presents significant challenges for any practical improvement. The flexibility permitted by a change to NMU zoning and its subsequent joinder with the Contiguous Property will allow for the creation of small and mid-size residential dwellings and add a new retail space on the ground level at Columbus and 7th. **Steinbach Crossings** will provide a range of housing opportunities and choices in a distinct, walkable community.

If well-received by the consumer, Steinbach Crossings will be the first phase in a multi-phase CenterTown rehabilitation. Smart growth is a key tool in shaping our Grand Haven community. In furtherance of that goal, Steinbach respectfully requests this zoning change to facilitate the commencement of the revitalization of CenterTown, beginning with **Steinbach Crossings** at the intersection of 7th and Columbus.
DATE: July 7, 2023
TO: Grand Haven Planning Commission
FROM: Brian Urquhart, City Planner
RE: Case 23-20: Pre-Application Discussion – Grand Haven Yacht Club Clubhouse

Current Zoning: WF, Waterfront District and Sensitive Area Overlay
Existing Use: GHYC Clubhouse
Proposed Use: New GHYC Clubhouse
Future Land Use: Service/Commercial

1.0 Request
Bob Pfaller on behalf of the Grand Haven Yacht Club at 501 N. 3rd St. (parcel #70-03-20-280-023) has submitted a survey, existing conditions of the site, and conceptual renderings of the new clubhouse. The proposal includes a new building and site improvements.

Mr. Pfaller has requested a pre-application meeting with the Planning Commission to gather feedback on his proposal before moving forward with additional design of the site. According to the project narrative, GHYC would like to commence demolition no later than October 15, 2023. Thus a decision for approval would be necessary for them to bring forward an application for site plan review.

2.0 Site Plan Review
A full site plan analysis will be provided at a future meeting date. The general plan for the property is to demolish the existing building because the aging structure and maintenance upgrades. The existing building has multiple floor grade elevations from previous additions and ground water infiltration. The applicant has provided a basic site plan and possible concepts for the new clubhouse, which would feature an outdoor rooftop deck. The building would remain in the same location using the same footings, avoiding any expansion of nonconformities.

3.0 Floodplain considerations
According to the applicant, the building appears to be above the current FEMA elevation of 583 ft., thus not require a permit from EGLE. The site will still require City sensitive area overlay review because of its location in the SAO district.

4.0 Next Steps
The Planning Commission is asked to give direction to the applicant regarding the proposal. Once the applicant is ready to move forward with the project, a detailed site plan review and sensitive area overlay review shall be required.

Attachments:
A. Cover letter
B. Existing conditions
C. Survey
D. Conceptual Renderings
NEW CLUBHOUSE

GRAND HAVEN YACHT CLUB
501 ½ NORTH THIRD STREET
GRAND HAVEN MI 49417

JUNE 28, 2023

SUMMARY AND BACKGROUND

Grand Haven Yacht Club has determined the need for a new updated clubhouse due to an aging structure needing maintenance, multiple floor grade elevations from past additions and infiltration of ground water in the building’s crawlspace. A concept plan has been developed using the existing building footprint to keep compliance with Municipal and State of Michigan Requirements as simple as possible.

1. PROJECT PURPOSE AND DESCRIPTION

Complete demolition of the existing building and construction of a new Clubhouse Building on the existing foundation footprint.

Desire is to clean up the east end of the building to not encroach upon Wharf property, keeping us in compliance with variance we believe was granted in 1994. Get the entire building’s floor elevations to 1 foot above 100 year flood plain. New building will not exceed the current foundation footprint supporting the roof trusses.

Discussion with Minh-Huy Radics, EGLE Flood Plain Engineer, building appears to be above the current FEMA elevation of 383 ft, which will not require a permit from EGLE. A “Service Request” will be filed with EGLE to confirm no permit is needed once the current building has been demolished.

2. Timeline for Construction

Demolition to commence no sooner than October 15, 2023
New building to be ready for occupancy April 1, 2024
DATE: July 7, 2023
TO: Grand Haven Planning Commission
FROM: Brian Urquhart, City Planner
RE: Case 23-21: Pre-Application Discussion – 300 Washington Ave. Phase 2

Current Zoning: CB, Central Business
Existing Use: Retail/Office, Residential above Retail/Office
Proposed Use: Additional residential, commercial and parking
Future Land Use: Service/Commercial

1.0 Request
Kirsten Runschke of Architektura on behalf of property owner John Groothuis has submitted conceptual site plan and plan details for the second phase at 300 Washington Ave. (parcel#70-03-20-437-011). The plans include a 7 residential unit addition to the main structure, another building on the east side of the property containing 500 sq. ft. of commercial space, 9 enclosed parking spaces, and 2 residential units above the parking spaces.

Ms. Runschke has requested a pre-application meeting with the Planning Commission to gather feedback on the proposal for additional residential units, enclosed parking spaces, lot split, and storefront commercial space. Once the feedback is received, they can provide a detailed site plan subject to the requirements in Sec. 40-115.02.

2.0 Background
In August 2022, The Planning Commission approved the site plan for 8 residential condo units. In December 2022, the Zoning Board of Appeals approved a variance for a proposed garage to be located 1 ft. from the east lot line. A site plan review for the garage (detached accessory buildings) was never submitted.

The 8 units approved in August 2022 are currently under construction. Over the past few months, staff has met with the property owner pertaining to future phases for developing the site. The most recent rendering includes an additional 7 dwelling units to 300 Washington Ave. with a building addition, a new garage with residential units above along the east side of the property, reconfigurations of the parking lot, and relocation of the dumpster enclosure. If approved, the site would have 17 dwelling units.

3.0 Site Plan Review
A full site plan analysis will be provided at a future meeting date. The site has many unique characteristics with respect to CB zoning regulations for building transparency, parking requirements, waivers, and reductions, residential use restrictions, and Washington Ave. ground floor frontage requirements. The applicant is seeking guidance on the Planning Commission’s ability to reduce parking spaces up to 50% as outlined in Sec. 40-604.02.D and Sec. 40-603.B for reductions in parking spaces for nonresidential use in the CB district. Other guidance requested include the interpretation of residential above retail/office compared to mixed-use development, location of an enclosed dumpster, traffic flow and lot split application process.

4.0 Next Steps
The Planning Commission is asked to give direction to the applicant regarding the proposal. Once the applicant is ready to move forward with the project, a detailed site plan review shall be required.
Attachments:
A. Project narrative
B. Preliminary site plan and rendering
Capstone Companies is ready to start Phase II of the redevelopment of 300 Washington Ave. This Phase II includes the development of (7) condo units on the south side of the building with (6) private garages and a roof top deck for residences. Five of the six garages will be single stall outfit with car lifts, the sixth garage which is attached to the main floor unit will be a 2-stall garage. This portion of the site will accommodate (12) parking spaces in total. Within this development there is enclosed bike storage on the main level.

Also included in Phase II is the development of the previously approved standalone garage building on the east side of the property. This accessory building will house (10) individual garages outfitted with car lifts to accommodate (20) parking spaces in total. Within the development of the standalone garage building, we will be developing a dumpster enclosure that is a part of the overall building and design to blend in with the associated commercial space attached to the Professional Services Establishment, for one seamless structure.

The overall parking lot will be reconfigured to allow for two-way traffic and provide an additional (23) off-street parking spaces including (2) van accessible barrier free spaces.

When Phase II is completed, the site will have (55) parking spaces for both the non-residential and residential needs. This is meeting the developer’s ideal situation of providing each residential unit with (2) spaces, requiring 34 spaces plus 17 spaces for non-residential = 51 Total Spaces.

Parking Requirements:

- Professional Service Establishment – Non-Residential
  - 300 Washington – 7,250 sft @ 1/450 sft = 16.11
  - Accessory Building – 500 sft @ 1/450 sft = 1.11
  - Total Non-Residential = 17.22 or 17 spaces required

- Residential
  - Phase I – 8 units @ 1.2 = 9.6
  - Phase II 300 Washington – 7 units @ 1.2 = 8.4
  - Phase II Accessory Building – 2 units @ 1.2 = 2.4
  - Total Residential = 20.4 or 20 spaces required

- Total required = 37 spaces
- Total provided = 55 spaces
PARKING SPACES
CURRENT: 40 SPACES
- EAST GARAGE NEAR POST OFFICE = 5 + 5 = 10
- GARAGES WITHIN 300 BUILDING = 2 + 3 + 2 = 7
- IN THE LOT = 15 + 5 + 3 = 23 (INCLUDING 2 AOA SPACES)

EXISTING BUILDING

FUTURE HOUSING BUILDING

HOUSING

GARAGE

FD

BIKE RACKS

STORAGE

COMMONS

PARKING SPACES

CURRENT: 40 SPACES

- EAST GARAGE NEAR POST OFFICE = 5 + 5 = 10
- GARAGES WITHIN 300 BUILDING = 2 + 3 + 2 = 7
- IN THE LOT = 15 + 5 + 3 = 23 (INCLUDING 2 AOA SPACES)