A regular electronic meeting of the Grand Haven Planning Commission was called to order by Chair Bill Ellingboe at 6:32 p.m. via Zoom. On roll call, the following members were:

Present: Collin Beighley, Ryan Galligan, Robert Grimes, Kevin McLaughlin, Tamera Owens, Kirsten Runschke, Chair Bill Ellingboe.

Absent: Mike Westbrook, David Skelly

Also present were Jennifer Howland, Community Development Manager, Pat McGinnis, City Manager.

Chair Ellingboe welcomed Collin Beighley to the Planning Commission.

Approval of Updated Electronic Meeting Procedures
Motion by McLaughlin, seconded by Grimes, to approve the updated electronic meeting procedures was approved unanimously by roll call vote.

David Skelly joined the meeting at 6:34 pm.

Approval of Minutes
Motion by Grimes, seconded by Owens, to approve the October 13, 2020 minutes was approved by roll call vote (Owens, Galligan, Grimes, Runschke, Skelly, Ellingboe), with McLaughlin and Beighley abstaining because they were not at the October 13, 2020 meeting.

Presentation of Diesel Plant Proposals
Greg Holcombe, consultant for the Board of Light & Power, reviewed four proposals submitted to the Board of Light and Power for the redevelopment of the diesel plant property on South Harbor Drive. Howland provided an overview of staff’s perspective on the likely approval process, variances, and parking demand for each proposal.

Ellingboe explained that the members should provide feedback focused primarily on the land use.

Skelly is still working on ranking the proposals considering the best opportunity for space, traffic, and building volume. He is leaning toward the Capstone and Melching options. He loves the idea of building preservation and the notion of mixed use, but we need to think of what will be the best fit from a long term perspective.

Runcschee sees merit in all four proposals. She likes the mixed use and reuse of the building. She appreciates Capstone’s efforts to bring the feel of the old building into the new buildings. She can’t rank them right now, as there is a lot of information to review. The idea of live/work would be an ideal situation. She appreciates the idea that we already have a community center, so that may not be a good fit. We do need a hotel downtown but the proposed height seems too much.

Owens tends to lean toward the idea of historic preservation. With that in mind, she likes
Lakewood and Melching. She’s not sure how much office space is needed. The hotel feels oversized for the area. She wonders if they could make it profitable if they make it shorter. It doesn’t fit as well as the other proposals. She’s leaning toward the Lakewood proposal more than others.

McLaughlin is still digesting the proposals. He asked Holcombe if they have had discussions with the 4 proposers. Holcombe said they have made sure the proposers were aware of the meetings and the process. McLaughlin would like to see the beautiful building reused. It would be great if Elite or another developer would be willing to think outside the box, take the existing building and meld it into a hotel. He’s not leaning towards the hotel, but it seems to him that everyone is looking for a hotel. This could be a real opportunity if someone was creative. The idea of six stories, and knocking down the building doesn’t intrigue him. He’s very supportive of keeping the existing building (Lakewood or Melching). They could have access to historic tax credits.

Holcombe explained that in order to access tax credits, they would need to maintain the basic integrity of the building as it stands. CL/Lakewood would pursue those tax credits. Melching will not go after those because once you demise the interior of the building, those tax credits are not available. Capstone wanted to save the building but couldn’t do it and make the numbers work. CL has redeveloped several historic buildings. Holcombe suggested that perhaps the first choice of the City Council could be to invite the top choice to pursue approval, and if they are unsuccessful, the second choice could pursue approval.

McLaughlin said that parking really needs to be addressed, especially for a restaurant or an event space. They may need to build a one-level deck to provide required parking. He’s very much in favor of keeping the existing building.

Grimes asked for clarification on the statement in the proposal of “up to $400,000”. Holcombe explained that it has to do with the incentive package that can be put together (brownfield TIF, MEDC funding, etc). To the extent they are successful in obtaining support dollars, they can increase their acquisition cost. Grimes is definitely excited about maintaining the historic feel of the place. Capstone did a good job of honoring the character of the building, similar to the Franklin Row project. He likes the idea of keeping the existing building if possible. He asked about condos vs. apartments. Holcombe said that they (Capstone and Melching) are meant to be owner-occupied, although the owners could rent them out. Grimes looked at financial balance and what maintains the historic characteristics of the property.

Galligan is really excited that we have great ideas. He would love to keep the interesting and unique building. He also likes Capstone’s project based on high taxable value and purchase price. He would like CL/Lakewood and Melching, and would rank Elite 4th.

Beighley likes CL/Lakewood and Melching the best. They both work for year-round residents and tourists. He suggests giving those who preserve the building first chance for approval. Elite is the least favored option. Rank order: CL/Lakewood, Melching, Capstone, Elite.

Ellingboe agrees with Beighley’s order. From a resident standpoint, CL/Lakewood is the most favorable. It should be considered whether the proposals offer the public some use of the property. He likes how Capstone reuses materials and gives back to the museum, and it is the least intense option. Parking will be an issue, especially if we are taking public parking away with the redevelopment. CL/Lakewood at least identified parking as an issue. Traffic is another issue.
Elite will be a traffic generator in an already busy neighborhood. Traffic will be an issue for any proposal except for Capstone. He would really like to preserve the building. CL’s example from Vero Beach was impressive and relevant. We need a hotel in the area, but it’s not the best fit for that location.

Holcombe appreciates everyone’s comments. One thing that is tricky to measure is the parking. He suggested the City consider that once you park your car, you will forget where you parked it because you’ll just walk everywhere. While you need X number of parking spaces, there is a pedestrian disclaimer that the area is very walkable and bikeable. How do we size this for parking with the walk-in/walk-up nature of the neighborhood?

Runschke’s ranking: LC/Lakewood (reconsider the restaurant for something else), Melching, Capstone, Elite. Owens and McLaughlin agree with Runschke’s ranking. Ellingboe noted that this was pretty much the consensus. McLaughlin said that the Capstone purchase price is very attractive, and the decision by the City Council may come down to numbers.

Pat McGinnis said that the City Council is looking for the type of discussion that the Planning Commissioners have had. There are 45 people watching and participating in this meeting. He appreciates the insightful and well placed comments. Council will ultimately get a compilation of everyone’s comments.

Bob Monetza appreciates the discussion. If anyone has additional comments over the next several days, please share them.

Mike Dora echoes Bob’s comments; he appreciates everything the Planning Commission does and their thoughtfulness. The more ideas and conversation about best fit will help Council make its decision.

Ellingboe invited people participating and listening in to share their personal comments to the City Council outside of this meeting. Holcombe emphasized Dora’s comments about “best fit”.

ZBA Liaison’s Report
McLaughlin reviewed the October 21, 2020 ZBA meeting. He is looking forward to the proposed text amendment to allow temporary geotubes in the Beach Overlay District, as we have had 3 requests to date. Tommy’s Car Wash at 832 Robbins Rd requested 5 variances for a new pole sign (setbacks, clear vision, pole cover, ground clearance). ZBA denied all of the variances; the business has an alternative location. There is a ZBA meeting next week. Ellingboe asked if there is room for change in the zoning ordinance based on 832 Robbins Rd. McLaughlin said that the City is very specific with signage in Grand Haven. It can be difficult to meet all of the standards. He noted that when you are on the outskirts of town, as opposed to downtown, there should be some leeway. He doesn’t know what that leeway could be.

Community Development Manager’s Report
Howland informed the commissioners that the City Council will be holding a public hearing on November 16th to review the proposed zoning ordinance update and encouraged the Planning Commission members to attend. The Council has been collecting community input that may change the residential density proposals in Office-Service and Southside Districts.

Call to Audience – First Opportunity  No comments.
Case 20-24: An application for a Special Land Use Permit for a Short Term Rental located at 910 South Harbor Drive (parcel #70-03-29-103-004). Howland introduced the case.

Chair Ellingboe opened the public hearing. There were no comments.

Motion by McLaughlin, seconded by Runschke, to close the public hearing carried unanimously by roll call vote.

Skelly asked for density of short-term rentals in the neighborhood. Howland doesn’t have that information readily available but will create a map.

Renschke, Owens, McLaughlin, Galligan, and Beighley had no concerns.

Grimes would like to see a density map and asked if there was a cap to short-term rentals. Ellingboe said that on an annual basis, the Planning Commission wants to review the numbers. Howland will create a map of all certified short term rentals and will continue to report on annual numbers in the annual report.

Ellingboe appreciates that Unsalted Vacations will be available for property concerns for the proposed short-term rental.

Motion by Grimes, seconded by McLaughlin, to approve the special land use permit carried unanimously by roll call vote.

Case 20-25: An application for a Special Land Use Permit for a Medical Marihuana Provisioning Center located at 1125 South Beacon Boulevard (parcel #70-03-28-302-022). Howland introduced the case.

Aaron Smith with Agri-Med Exit 9 LLC researched the dumpster needs of the shopping center. Their proposed enclosure can provide storage for RX Optical, which will further reduce the need for dumpsters. Subway will continue to have their own dumpster.

Chair Ellingboe opened the public hearing. There were no comments.

Motion by Runschke, seconded by Skelly, to close the public hearing carried unanimously by roll call vote.

Renschke asked about the bike rack. Howland said that the applicant wants to offer a bike rack because the proposed zoning ordinance requires it and they want to encourage bicycling.

Owens asked if Condition 1 in the staff report regarding the trash enclosure matches the applicant’s intent. Smith clarified that the Palermo and smoothie shop dumpsters would be eliminated.

Grimes asked for details on façade changes. Smith said the design will be independent of other tenants. Smith said that no changes would be made that would make it incompatible with the rest of the building.
Ellingboe would like to see additional public input on these requests in the future.

Motion by McLaughlin, seconded by Beighley, to approve the special land use permit, subject to the conditions listed below, carried unanimously by roll call vote.

1. A small hand cart trash enclosure will be constructed off of the west wall of the building. Dumpsters dedicated to the former tenants will be removed.
2. Bicycle parking will be provided on the property.
3. Hours of operation are limited to 7am to 9pm daily.
4. The Facility must adhere to all regulations of Chapter 9.5, Article IV of the Code of Ordinances governing Marihuana Establishments.

Case 20-27: A discussion to determine whether the application for a Special Land Use Permit for an expansion of an Automobile Wash located at 222 North 7th St, 714 Elliott Ave and 215 N Beacon Blvd is complete and ready to schedule a public hearing.

Howland provided an overview of the proposed special land use request. She explained that the first phase will be just the vacuum station, and a future phase will include a building expansion and other site improvements.

Jeff Harwood, architect for the project, said that a high noise cancelling rating will be used on the vacuum building.

Skelly wants to see additional landscaping rather than just potted dune grass along the south property line.

Runscheck agrees with Skelly's comments. She also wants to see how the noise (STC) rating will be achieved. Harwood said that there are other options for landscaping, and he will provide calculations for noise. Ellingboe asked about hours of operation. Harwood said that there are no proposed changes to current operations; the vacuums will not operate late at night.

Motion by Owens, seconded by Runscheck, to schedule the public hearing for December 8, 2020 carried unanimously by roll call vote.

Case 20-28: A discussion to determine whether the application for a Special Land Use Permit for a Medical Marihuana Provisioning Center located at 401 North 7th Street (parcel #70-03-21-303-029) is complete and ready to schedule a public hearing.

Howland provided an overview of the proposed special land use request.

Andrea Hendrick, applicant, said that they originally proposed to use entire building, but with the parking available, there is an opportunity to offer a tenant space for a compatible use. Landscaping along the south and ADA access has been recently improved to the south of the property. Hendrick plans to make some minor changes to the facade of the building.

Skelly wanted feedback from Hendrick regarding landscaping for the residential side. Hendrick is not sure who owns the fencing but she is open to adding landscaping if there is enough width to support trees.

Runscshek asked if she plans to open both locations. Hendrick said they plan to operate both locations.
Grimes would expect to see landscaping along the west, even if it means cutting into the parking lot.

Ellingboe said that security and loitering concerns may come up during the public hearing. Hendrick submitted a plan with their original application that addresses loitering and security.

Motion by Runschke, seconded by McLaughlin to schedule the public hearing for December 8, 2020 carried unanimously by roll call vote.

Case 20-29: A discussion to determine whether the application for a Special Land Use Permit for a Medical Marihuana Provisioning Center located at 1830 172nd Avenue (parcel #70-03-33-201-004) is complete and ready to schedule a public hearing.

Howland provided an overview of the proposed request.

Hendrick will add trees to the site. Regarding the dumpster enclosure, she is not opposed to it but it is a significant expense. The only property that would be negatively impacted would be the apartments, and it is currently a very utility-oriented area. She feels that significant landscaping on the berm would provide enough screening. Access to the apartments is to the north of the substation, so there would be very limited traffic in the back area.

Skelly would like to see landscaping and would like to consider the dumpster enclosure requirement. He’s open to other suggestions, but he is in favor of an enclosure. Runschke agrees with Skelly’s comments. McLaughlin appreciates Hendrick’s willingness to add landscaping for the existing shopping center. Grimes said that landscaping is very important. He’ll do a site visit to consider the dumpster enclosure. He is more in favor of this location than 401 North 7th Street.

Ellingboe asked about notifying for a public hearing since the property to the south is in the Township. Howland said mailing lists are generated using an Ottawa County database and all owners and occupants will be notified, regardless of jurisdiction. Ellingboe also asked about whether the Township regulations would affect this land use. Howland said only state level regulations would affect city approvals. He also noted that Salvation Army was allowed to screen their dumpster with landscaping.

Motion by McLaughlin, seconded by Beighley to schedule the public hearing for December 8, 2020 carried unanimously by roll call vote.

Case 20-30: A discussion to determine whether the proposed text amendment to Section 40 423.03.A to allow for temporary installation of sandbags in the Beach Overlay District is complete and ready to schedule a public hearing.

Howland provided an overview of the proposed request.

Skelly asked if EGLE or USACE will monitor lake levels to determine when it is low enough. Howland said that EGLE issues permits and the City will work with EGLE to ensure they are removed when lake levels go down far enough.

Howland encouraged the members to visit North Shore and walk on top of the sandbags.

Runschke asked to add language to ensure all artificial materials are removed. Howland agreed.
Owens expressed concern about what would happen if the lake level never goes down. She said the proposal is ready for a public hearing.

Ellingboe thought at first we would need additional language but with EGLE issuing permits, too, he is comfortable with the language as proposed. He said it would be nice to have background information for scenario planning from the resiliency planning effort.

Skelly asked about how long geotubes last. Howland will find out. He supports Runschke's suggestion to add language that requires all artificial materials to be removed.

Motion by McLaughlin, seconded by Beighley to schedule the public hearing for December 8, 2020 carried unanimously by roll call vote.

**Call to Audience – Second Opportunity**
No comments

**Adjournment:**
Motion by Runschke, seconded by Grimes, to adjourn was unanimously approved by roll call vote. The meeting adjourned at 8:38 p.m.

Jennifer Howland
Community Development Manager