

**CITY OF GRAND HAVEN  
GRAND HAVEN, MICHIGAN  
PLANNING COMMISSION MINUTES**

**May 9, 2023**

A regular meeting of the Grand Haven Planning Commission was called to order by Chair Dora at 7:00pm. Upon roll call, the following members were present:

**Present:** Magda Smolenska, Tamara Owens, Robert Grimes, Amy Kozanecki, Debi Hulverson, Vice-Chair Ryan Galligan, and Chair Mike Dora

**Absent:** David Skelly and Jennifer Smelker.

**Also Present:** City Planner Brian Urquhart, James Kilborn of *Progressive A/E*, and members of the public

**Approval of Minutes**

Motion by **Grimes**, seconded by **Galligan** to approve the minutes of April 11, 2023.

All ayes. **Motion passes.**

**Call to the Audience; First Opportunity**

No comments

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**Case 23-10: Special Land Use request for an accessory dwelling unit at 614 Fulton Ave. (parcel #70-03-21- 313-005).**

Urquhart reviewed the special land use request. Urquhart said the property has the appropriate amount of parking spaces and the accessory dwelling unit meets the required sq. ft. necessary.

Chair Dora opened the public hearing at 7:05pm

Property Owner, Mitchell Dominiak responded to the public comment dissenting against the accessory dwelling unit (ADU).

Dora commended the applicant on the completeness of the packet. Dora also asked about what they plan on doing with the ADU once it's completed. Abby Dominiak of 614 Fulton, noted the ADU would be used primarily for temporary visits from friends and family.

Motion by **Owens**, seconded by **Galligan** to close the public hearing. All ayes. Public hearing closed at 7:10pm

Motion by **Smolenska**, seconded by **Hulverson**, to approve Case 23-10 a special land use request for an accessory dwelling unit at 614 Fulton Ave. (parcel #70-03-21-313-005) based on the information submitted for review with the following condition:

- 1. A deed restriction must be in place in compliance with Sec. 40-525 of the Zoning Ordinance prior to issuance of a certificate of occupancy for the ADU as a stand-alone dwelling, but no later than one (1) year from the date of special land use permit approval.*

All yeas. **Motion passed.**

**Case 23-11: Special Land Use request for two-family dwelling at 108 S. 8<sup>th</sup> St. (parcel #70-03-21-363-002).**

Urquhart introduced the special land use request. Urquhart stated 108 S. 8<sup>th</sup> St. is a single-family dwelling, and a two-family dwelling is permitted by special land use in the Office Service District as a result of recent zoning amendments. Urquhart said the applicant will apply for a right-of-way work permit for a new driveway for the additional unit to satisfy the parking demand of 2 spaces per unit.

Chair Dora opened the public hearing at 7:12pm

No public comments.

Motion by **Galligan**, seconded by **Smolenska**, to close the public hearing. All ayes. Public Hearing closed at 7:12pm.

Hulverson inquired about the second driveway. Property owner Lexy Ramsdell stated she would be adding a driveway to the north side of the property for the second unit.

Hulverson followed up by asking what qualifies as a parking space. Urquhart responded an off street parking space must be located on an approved hard surface, either on a driveway parking pad, under a carport, or within an enclosed garage. Urquhart noted 1 parking space requires minimum dimensions of 9' x 19' for the majority of residential uses.

Motion by **Grimes**, seconded by **Galligan**, to approve Case 23-11, a request for a Special Land Use Permit for a two-family dwelling located at 108 S. 8<sup>th</sup> St. (parcel #70-03-21-363-002), based on the information submitted for review and subject to the following condition:

- 1. All conditions of the BLP and DPW shall be met*

All ayes. **Motion passed.**

**Case 23-12: Public Hearing for 2023 Master Plan update**

Dora opened the public hearing at 7:19pm.

No public comments.

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Motion by **Grimes**, seconded by **Hulverson** to close the public hearing. All ayes. Public hearing closed at 7:20pm

James Kilborn of Progressive A/E presented changes to the 2023 Master Plan update after the 63-day public comment period. The major changes include: the future land use classification of Harbor Island from Industrial to Natural Area/ Open Space, changing the future land use classification of lots along Washington Area east of Beacon Blvd. to neighborhood-mixed use, updating the Beechtree corridor to Service/Residential, including Ottawa Sands in the recreational park inventory, and updates to population and housing figures based on 2020 Census data.

Kilborn added the public engagement piece was successful with 570 responses, citing the amount as successful for a community of Grand Haven's size. He also reviewed the next steps to formally adopt the Master Plan update.

Grimes asked about Ottawa Sands. Kilborn confirmed the plan reflects the current land use of the park.

Hulverson noted she was pleased with the changes and was an accurate representation of the public input received from survey responses.

Motion by **Grimes**, seconded by **Galligan**, to approve Case 23-12, to recommend City Council approve the 2023 Master Plan update.

All yeas. **Motion passed.**

### **Discussion items:**

Urquhart said the city will hold a Boards and Commissions appreciation night on Tuesday September 12 at Mulligan's Hollow, which is a Planning Commission meeting night. He recommended the September meeting date move to the following Tuesday September 19.

Motion by **Grimes**, seconded by **Kozanecki**, to move the regular September meeting date to September 19, 2023.

Urquhart said the Planning Commission will need to hold a joint meeting with city Council to satisfy the Redevelopment Ready Communities (RRC) best practices. He recommended a meeting date of June 5<sup>th</sup> before the City Council meeting. Members discussed and agreed June 5<sup>th</sup> at 7pm would fit with their schedules.

### **Zoning Board of Appeals Liaison Report:**

Galligan said the ZBA denied a variance request for lot coverage and corner front yard setback at 504 Lake Ave. at the April meeting. Urquhart said there may be a meeting in June.

### **City Planner Report:**

Urquhart reviewed his report.

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**Call to Audience; Second Opportunity:**  
No comments

**Adjournment:**  
**Galligan** made motion to adjourn the meeting. Support by **Smolenska**. Voice vote. **All ayes**.

Chair Dora adjourned the meeting at 7:50 pm.

A handwritten signature in black ink, appearing to read "Brian Urquhart", with a stylized flourish at the end.

Brian Urquhart, City Planner

