

# Planning Commission

## Regular Meeting Minutes Thursday, March 3, 2016 7:00 p.m., Council Chambers



City of South Haven

### 1. Call to Order by Heinig at 7:00 p. m.

### 2. Roll Call

Present: Bill Fries, John Frost, Clark Gruber, Steve Miles, Dave Paull, Terri Webb, Larry Heinig

Absent: Brian Peterson, Judy Stimson

Motion by Paul, second by Gruber to excuse members Peterson and Stimson.

All in favor. Motion carried.

### 3. Approval of Agenda

Gruber spoke about the decision to use first and last names during roll call.

Motion by Paull, second by Miles to approve the March 3, 2016 regular meeting agenda as presented.

All in favor. Motion carried.

### 4. Approval of Minutes – February 4, 2016

Motion by Frost, second by Gruber to approve the February 4, 2016 regular meeting minutes as written.

All in favor. Motion carried.

### 5. Interested Citizens in the Audience Will be Heard on Items Not on the Agenda

None at this time.

### 6. New Business – Site Plan Review Applications

#### a) McDonald's Drive Through Remodel – 1025 LaGrange

Anderson reviewed the request, noting the zoning district and the project's compliance with all zoning. The city engineer has signed off on this project since the staff report was written. Anderson noted that any business with a drive-through window requires a special use permit and when there is an expansion of a special use it has to go before the Planning Commission. Anderson recommended approval of the site plan contingent on engineer's sign off.

Jeff Brinks, Williams and Works, representing McDonald's. This is a plan revision due to necessity in the way customers interact with McDonald's now. Seventy percent of McDonald's business now is drive-through. Having a second drive-through helps the business both internally and externally with customers getting through more quickly.

Brinks noted that after submission of the plans, engineer comments were received concerning the plans, which were revised and resubmitted.

Gruber commented he has seen this at almost every McDonald's he has been to.

Motion by Frost, second by Gruber to approve the site plan contingent on satisfactory resolution of the remaining engineering.

All in favor. Motion carried.

**b) Deck on Water Side of Dwelling – 337 Northshore Drive**

Anderson noted that anything that is constructed between a residence and the lake must have site plan review. The plans were reviewed by Michigan Department of Environmental Quality (MDEQ) and no permit was necessary as it is not in a sensitive dune area. Anderson noted that any further modification, such as roof or enclosure, would require zoning variance approval.

Kathy McDonald; owner of 337 Northshore Drive. She noted that there is already a deck at the location and they just want to improve it and make it more user friendly.

Gruber asked about there being multiple cottages there which McDonald confirmed noting that this is our 27<sup>th</sup> summer. "This is a South Haven treasure, one of the last where middle class people can come and enjoy a week on the beach."

Motion by Gruber to approve the deck on the water side of dwelling at 337 North Shore Drive as submitted. Second by Frost.

All in favor. Motion carried.

**c) Smith Proposed Residence Exemption From Moratorium – 36 Bluffwood**

Anderson noted this is for a proposed house in the Bluffs and reviewed the recent annexation of this parcel and the state law regarding annexation and zoning classification. Anderson reminded that one other situation like this has come before the board. The proposed house is beyond the bounds of the moratorium, both in total square feet and number of bedrooms and bathrooms. The owner will be filing a certification statement, declaring no intent to rent the house. The owner is a council member; we have

no reason to believe he is leaving any time soon. This will be a full-time residence for this family.

Scott Smith, 36 Bluffwood Drive. Stated that as soon as it is built we will be there all the time.

Gruber noted it is a large house; it looks nice.

Smith noted a builder has not yet been chosen and he hopes to move in this October.

Motion by Paull, second by Miles to approve the plan for the residence at 36 Bluffwood Drive with the certification documents signed as required.

Anderson noted the applicant will file the certification document with his building permit application.

All in favor. Motion carried.

**7. Other Business – Set Short Term Rental Ordinance public hearing for March 24, 2016.**

Anderson explained that the Planning Commission has to set a public hearing to review the proposed short term rental ordinance for March 24, 2016.

Motion by Gruber, second by Paull to set the short term rental ordinance public hearing for March 24, 2016, a Thursday, at 7:00 p.m.

All in favor. Motion carried.

**8. Commissioner Comments**

Gruber: Noted last month's minutes do have full names in the roll call. Now that we set the public hearing date can we post the date and the current document on the website?

Anderson responded "Yes, and we have documents in the office. The ad will run in the paper this Sunday. We cannot make any changes at this time."

Paull: This feels real comfortable.

Webb: None

Frost: If there is anyone out there that hasn't eaten dinner tonight Taste is donating 20% of profits to the museums. Great food by Chef Joel.

Miles: No comment.

Fries: No comment at this time.

Heinig: No comment.

**9. Adjourn**

Motion by Paull, second by Webb to adjourn at 7:17 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom  
Recording Secretary