

Planning Commission

Regular Meeting Agenda Thursday, May 5, 2016 7:00 p.m., Council Chambers



City of South Haven

1. **Call to Order**
2. **Roll Call**
3. **Approval of Agenda**
4. **Election of Officers for 2016-17:** Chair, Vice-chair and ZBA representative
5. **Approval of Minutes** – April 14, 2016 Regular Meeting
6. **Interested Citizens in the Audience Will be Heard on Items Not on the Agenda**
7. **New Business**

Discussion of the following draft ordinances and set public hearing date for June 2, 2016:

- a) Nuisance Gathering Ordinance
 - b) Noise Ordinance
 - c) Nonconforming Lots, Uses and Structures
8. **Other Business** – Prepare fee recommendation to City Council for residential parking in the CBD and identify lots suitable for long term parking.
 9. **Commissioner Comments**
 10. **Adjourn**

RESPECTFULLY SUBMITTED,
Linda Anderson, Zoning Administrator

South Haven City Hall is barrier free and the City of South Haven will provide the necessary reasonable auxiliary aids and services for persons with disabilities, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting to individuals with disabilities at the meeting upon seven (7) days notice to the South Haven City Hall.

Planning Commission

Regular Meeting Minutes Thursday, April 14, 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, Clark Gruber, Steve Miles, Brian Peterson, Dave Paull, Judi Stimson, Larry Heinig

Absent: John Frost, Terri Webb

Motion by Paull, second by Gruber to excuse Frost and Webb. Motion carried.

3. Approval of Agenda

Motion by Stimson, second by Peterson to approve the April 14, 2016 Regular Meeting Agenda as presented.

All in favor. Motion carried.

4. Approval of Minutes – March 3, 2016 Regular Meeting and March 24, 2016 Special Meeting

Motion by Stimson, second by Miles to approve the March 3, 2016 Regular Meeting Minutes and the March 24, 2016 Special 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 Application

Site plan review for building renovation and deck – 515 Williams #10

Anderson explained the request, noting that the applicant has applied to convert a unit in Old Harbor Village to a restaurant/bar with deck seating. The site is on the second floor

and involves remodeling the interior building space and the construction of a deck connected to the space. The proposed deck will be an expansion of the existing walkway and be above the lower deck which is not part of this project. Anderson noted that the proposed deck does not extend further than the existing lower deck and will not extend into the harbor lines. The deck will be eight (8) feet above the lower level walkway.

This project went before the Harbor Commission as required by city code. The Harbor Commission review is attached. Army Corp of Engineers and MDEQ permits are not required for this project as no part of the deck extends into the harbor lines. A letter of support from the Old Harbor Village Association is attached.

Anderson recommends that the Planning Commissioners review the attached plans and documents and grant site plan approval for the proposed deck.

Heinig asked for discussion or questions.

Peterson suggested that Lewis work with the building official to be sure it is structurally sound and Gruber asked how that ties into the pier. Lewis showed an exhibit with photographs showing an existing walkway and explained that underneath the dock is all I-beam; that he has submitted engineered stamped approved plans and noted the name of the contractor he is using. Gruber commented, "We see decks that fail and we don't want that," adding, "it's an outdoor restaurant which is cool."

Lewis said with Ballocks there and this restaurant he is hopeful it will make the Village much more of a destination.

Paull said there is significant space on the deck and asked, "Are you going to have outdoor entertainment?" to which Lewis responded that out of respect of the Harbor Inn and Village, and because there is not enough room, no, he does not feel it would work as a business model to displace seating to make room for a band. In addition, Lewis noted that at the bottom of the stairs where the common area splits, he has considered maybe in the afternoon on Saturdays and Sundays, maybe have a jazz band, do something with a raw bar, to make it really awesome. Lewis emphasized he is looking at afternoons, not the 10:00 p. m. to 2:00 a.m. or 9:00 p. m. to midnight, for having some outdoor music in that location.

Paull commented that in the coming months we should consider modifying noise ordinances for that particular development because it is becoming an entertainment center and needs the right kinds of regulations applied to it. Anderson said Planning Commission has talked about that before and it may certainly be brought up again. Paull noted that for those who complain about noise, if the noise is restricted to that area, the rest of the town could be quiet. "Look at that area as a potential entertainment center." Stimson pointed out that the condo people approved this current application to which Lewis agreed.

Motion by Paull, second by Gruber to approve the site plan for deck expansion at Old Harbor Village as presented.

All in favor. Motion carried.

7. Other Business – Anderson noted that there is no other business at this point but the city attorney has proposed some changes for the non-conforming use portion of the zoning ordinance which, next month, she would like to talk about setting a public hearing date and getting that through. It will help differentiate between a non-conforming use, a non-conforming parcel and so forth.

8. Commissioner Comments

Stimson: Beautiful meeting.

There were no other comments.

9. Adjourn

Motion by Paull, second by Stimson to adjourn at 7:12 p.m.

RESPECTFULLY SUBMITTED,

Marsha Ransom
Recording Secretary



City of South Haven

Agenda Item #7a

Nuisance Gathering Ordinance

Background Information:

As an accompanying document to the short term rental regulations, the City Attorney recommended that the city adopt a Nuisance Gathering Ordinance. This ordinance identifies and outlaws behavior at large gatherings that may be disruptive to the surrounding area. Although this ordinance is proposed as part of the city code of ordinances, the council has asked that the planning commission review the content, hold a public hearing and make a recommendation to City Council regarding the adoption of the ordinance.

Recommendation:

Staff recommends that the Planning Commission review the document and set a public hearing for June 2, 2016.

Attachments:

Draft Nuisance Gathering Ordinance

Respectfully submitted,
Linda Anderson
Zoning Administrator

**CITY OF SOUTH HAVEN
VAN BUREN COUNTY, MICHIGAN**

ORDINANCE NO. _____

**AN ORDINANCE TO ADD A NEW SECTION 54-116 TO THE CODE OF ORDINANCES,
CITY OF SOUTH HAVEN, MICHIGAN, TO DESIGNATE INDIVIDUALS RESPONSIBLE FOR
NOISE ORDINANCE VIOLATIONS**

The City of South Haven Ordains:

Section 1. Addition. A new Section 54-116 is added to Chapter 54, Article V of the Code of Ordinances, City of South Haven, Michigan, to read as follows:

Sec. 54-116. Nuisance Gathering.

- (A) *Purpose*. The City Council finds that there are parties or gatherings on premises in the city that are unsafe or are a public nuisance. These gatherings can involve alcoholic beverages that are illegally sold and/or provided to individuals in attendance, including underage individuals. These gatherings can result in excessive noise and traffic, excessive consumption of alcohol, overcrowding of the premises, and other ordinance and state law violations. The City Council desires to protect the public from such public nuisances.
- (B) *Definitions*. For the purpose of this section the following definitions shall apply unless the context clearly indicates or requires a different meaning:
- (1) *Nuisance Gathering*. A gathering, party or meeting that is conducted on or within any premises located within the city and which, by reason of the conduct of persons hosting or attending, results in one or more of the following conditions or occurrences:
 - (a) The drinking or possession of alcohol in public or intoxication that would warrant involuntary commitment under MCL 330.1276, as amended;
 - (b) The use or possession of any controlled substance, drug, or immediate precursor enumerated in schedule 1-5 of sections 7201 to 7231 of the Public Health Code, 1978 PA 368, as amended, MCL 333.7201 *et seq.*, except as provided in subsection (c) of this ordinance with respect to marihuana;
 - (c) The use or possession of marihuana, except as permitted by the Michigan Medical Marihuana Act, PA 2008, Initiated Law 1, as amended, MCL 333.26421 *et seq.*;
 - (d) Indecent exposure or public nudity in violation of MCL 750.335a, as amended;
 - (e) Public urination or defecation;
 - (f) The unlawful sale, furnishing, possession or consumption of alcoholic or intoxicating beverages in violation MCL 436.1703, as amended, or Sections 54-105 or 54-106 of this Code;
 - (g) The unlawful dumping, placing or depositing of trash or litter on public or private property in violation of MCL 750.552a, as amended, or Section 70-35 of this Code;
 - (h) The damage or destruction of public or private property;
 - (i) The generation of pedestrian or vehicular traffic which obstructs the free flow of traffic within the public rights-of-way or interferes with the ability to render police or other emergency services;
 - (j) The generation of noise or violations that are audible at a distance beyond 50 feet from the property line of the premises or from inside a neighboring building, structure or dwelling unit;
 - (k) Public disturbances, brawls, fights, quarrels or similar disturbances of the peace in violation of Chapter 54, Article V of this Code; and

(l) Violation of the fire code, building code, zoning ordinance, or Chapter 10, Article X of this Code, due to the over-occupancy or overcrowding of a building, structure or dwelling unit, or any adjacent deck or patio, or the obstruction of stairway or entries to a building, structure or dwelling unit.

(2) Premises. Any building, structure or dwelling unit, either commercial or residential, including adjacent exterior property, common areas, yards, and parking lots. The term premises does not include an establishment operating with a liquor license issued by the Michigan Liquor Control Commission, or a successor agency.

(C) Nuisance gatherings prohibited.

(1) Nuisance gatherings are declared to be public nuisances and are prohibited in the city.

(2) Any person who is an owner, occupant, or tenant of a premises that is the site of a nuisance gathering is in violation of this article.

(3) Any person who attends a nuisance gathering is in violation of this article.

Section 2. Publication and Effective Date. The City Clerk shall cause a notice of adoption of this ordinance to be published. This ordinance shall take effect 10 days after its adoption or upon publication of the notice of adoption, whichever occurs later.

YEAS: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

CERTIFICATION

This true and complete copy of Ordinance No. _____ was declared adopted at a Regular Meeting of the South Haven City Council held on _____, 2016.

Robert Burr, Mayor

Amanda Morgan, City Clerk

Introduced: _____, 2016

Adopted: _____, 2016

Published: _____, 2016

Effective: _____, 2016



City of South Haven

Agenda Item #7b Noise Ordinance Amendment

Background Information:

As with the Nuisance Gathering Ordinance, the City Attorney recommended that the city adopt an amendment to the Noise Ordinance that designates individuals responsible for Noise Ordinance violations. Although this ordinance is proposed as part of the city code of ordinances, the council has asked that the planning commission review the content, hold a public hearing and make a recommendation to city Council regarding the adoption of the amendment.

Recommendation:

Staff recommends that the Planning Commission review the document and set a public hearing for June 2, 2016.

Attachments:

Draft Noise Ordinance Amendment

Respectfully submitted,
Linda Anderson
Zoning Administrator

**CITY OF SOUTH HAVEN VAN BUREN COUNTY, MICHIGAN
ORDINANCE NO. _____**

AN ORDINANCE TO AMEND SECTION 30-28 OF THE CODE OF ORDINANCES, CITY OF SOUTH HAVEN, MICHIGAN, TO DESIGNATE INDIVIDUALS RESPONSIBLE FOR NOISE ORDINANCE VIOLATIONS

The City of South Haven Ordains:

Section 1. Amendment. Section 30-28 of Chapter 30, Article II of the Code of Ordinances, City of South Haven, Michigan, entitled "Noise," is amended to read as follows:

Sec. 30-28. General Prohibitions.

Any person who creates, assists in creating, or permits the continuance of any noise prohibited in this article is in violation of this article. Further, any person who owns or occupies a premises on which a prohibited noise is produced is in violation of this article. All noises prohibited in this article are hereby declared to be public nuisances.

Section 2. Publication and Effective Date. The City Clerk shall cause a notice of adoption of this ordinance to be published. This ordinance shall take effect 10 days after its adoption or upon publication of the notice of adoption, whichever occurs later.

YEAS:

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION

This true and complete copy of Ordinance No. _____ was declared adopted at a Regular Meeting of the South Haven City Council held on _____, 2016.

Robert Burr, Mayor

Amanda Morgan, City Clerk

Introduced: , 2016
Adopted: , 2016
Published: , 2016
Effective: , 2016

Effective Date. The City Clerk shall cause a notice of adoption of this ordinance to be published. This ordinance shall take effect 10 days after its adoption or upon publication of the notice of adoption, whichever occurs later.



City of South Haven

Agenda Item #7c Nonconforming Lots, Uses and Structures Zoning Amendment

Background Information:

Article XIX in the zoning ordinance addresses nonconforming lots, uses and structures. This article has long been very confusing and difficult to interpret. While working with the city attorney drafting the short term rental ordinances, it was again noticed both by staff and the attorney that the nonconformity article was confusing and contradictory. As a result, the attached text was drafted in hopes of helping to clarify an already confusing aspect of zoning.

Recommendation:

Staff recommends that the Planning Commission review the document and set a public hearing for June 2, 2016.

Attachments:

Draft Article XIX

Respectfully submitted,
Linda Anderson
Zoning Administrator

**CITY OF SOUTH HAVEN
VAN BUREN COUNTY, MICHIGAN**

ORDINANCE NO. _____

**AN ORDINANCE TO AMEND SECTION 1901 OF THE SOUTH HAVEN
ZONING ORDINANCE TO REGULATE NONCONFORMING LOTS, USES,
AND STRUCTURES**

The City of South Haven Ordains:

Section 1. Amendment. Section 1901 of the South Haven Zoning Ordinance is amended to read as follows:

Sec. 1901. LEGAL NONCONFORMING LOTS, USES, AND STRUCTURES

1. *Nonconformities generally*. A legal nonconforming lot, use, or structure legally existing at the time when this Ordinance was adopted or is amended in relevant part may be continued even if it no longer conforms to the provisions of this Ordinance. However, a legal nonconformity may not be increased in any manner unless otherwise provided in this Ordinance.
2. *Nonconforming uses*. The following regulations apply to nonconforming uses:
 - a. *Increases in use*. Increases in nonconforming uses include, but are not limited to:
 - i. Occupying a greater area of land than was occupied at the time the use became nonconforming.
 - ii. Moving the nonconforming use in whole or part to any other portion of the lot than was occupied when it became nonconforming, unless approved under the provisions of this Article, a variance, or a special use permit.
 - b. *Replacement with conforming use*. Whenever a nonconforming use is replaced by conforming use, the nonconforming use may not be resumed and any subsequent use of the land must conform to the regulations for the district in which it is located.
 - c. *Discontinuance of nonconforming use*. Whenever a nonconforming use is discontinued for a period of 12 months or more, the nonconforming use may not be resumed and any subsequent use of the land must conform to the regulations for the district in which it is located.
3. *Nonconforming structures*. The following regulations apply to nonconforming structures:
 - a. *Change in use in nonconforming structure*. A nonconforming structure may not be enlarged or altered in a way that increases its nonconformity, but the use of a nonconforming structure may be changed or altered to any use permitted in the district in which it is located. Further, any nonconforming use may be extended throughout any parts of a building which were manifestly arranged or designed for such use, and which existed at the time of the relevant adoption or amendment of this Ordinance, but no such use shall be extended to occupy any land outside such building.
 - a. *Destruction*. If a nonconforming structure is destroyed by any means to an extent of more than sixty (60%) percent or twice its assessed valuation at the time of destruction, it shall not be reconstructed except in conformity with the provisions of this Ordinance. Where nonconforming status applies to a structure and premises in combination, removal or destruction of the structure shall eliminate the nonconforming status of the land.
 - b. *Relocation of structure*. If a nonconforming structure is moved for any reason for any distance whatever, it shall thereafter conform to the regulations for the district in which it is located.

- b. *Single-family dwellings in business districts.* In business districts, existing single-family dwellings are permitted to add accessory buildings and uncovered decks in accordance with the requirements of the districts in which they are located.
- 4. *Changes toward conformity.* Changes on a lot that help bring it into or closer to conformity with this Ordinance are permitted. Such activities include, but are not limited to increasing parking where it is deficient, adding landscaping screening, or fencing where it otherwise is required or would help mitigate a negative impact on abutting property, or replacing signs which do not conform with this Ordinance with ones that do.
- 5. *Additions relating to multi-family occupancy.* Decks, stairways, fire escapes and wheelchair ramps shall not be considered an expansion to a multiple-family residential nonconforming structure in an R-1 or R-2 district if all of the following conditions have been met:
 - a. The addition meets the dimensional standards of the zoning ordinance;
 - b. There is no roofing, screening or enclosure of the addition;
 - c. The height of the floor of a deck addition is not above the first story floor level of the main structure being added to;
 - d. No part of a deck addition structure is located above the guardrail or hand railing height as required by the building code; and
 - e. The baluster area between the flooring and the guardrail or hand railing shall have at least a fifty (50%) percent open area.
- 6. *Fences and dumpster corrals.* Fences and dumpster corrals shall not be considered an expansion of a nonconforming use if the proposed fence or dumpster corral meet the zoning ordinance standards for a conforming use.

Section 2. Publication and Effective Date. The City Clerk shall cause a notice of adoption of this ordinance to be published. This ordinance shall take effect 10 days after its adoption or upon publication of the notice of adoption, whichever occurs later.

YEAS: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

CERTIFICATION

This true and complete copy of Ordinance No. ____ was declared adopted at a Regular Meeting of the South Haven City Council held on _____, 2016.

Robert Burr, Mayor

Amanda Morgan, City Clerk

PC Hearing: _____, 2016
 Introduced: _____, 2016
 Adopted: _____, 2016
 Published: _____, 2016
 Effective: _____, 2016



#8. Recommendations on Fees and Locations for Long Term CBD Parking

City of South Haven

Background Information:

In 2012, the Planning Commission forwarded to City Council amendments which would allow long term permit parking in the CBD for residents living in apartments above commercial uses. This program would not apply to new condominium projects in the downtown or in cases where apartment space is added by constructing floors above what currently exists.

This ordinance was not considered by city council in 2012 but has regained attention now due in part to the increased number of building owners who would like to make residential use of upper story space. City council is again considering this ordinance and has asked the Planning Commission for some additional study. They ask that you study fee comparisons in other cities and make a parking permit fee recommendation. They also ask that you review available public parking lots in the city and make recommendations as to the most appropriate parking lots for long term parking by permit. (Having a parking permit does not guarantee a parking space. During the summer months, an apartment resident with a permit may not be able to find an available space.)

Recommendation:

This may be a project best studied initially in committee. Staff recommends that the Planning Commissioners consider the attached documents and decide how best to formulate the requested recommendations. Please be prepared to discuss the ordinance and the best process at the meeting on April 5th.

Support Material:

City Council packet re: permit parking in the CBD (2012)
Fee Comparison study
Map showing public parking lots in the downtown area



Proposed Zoning Ordinance Amendment to Allow Parking for Upper Level Residences in the CBD

City of South Haven

Background

At their October 4, 2012 meeting, the planning commission unanimously voted to recommend to city council the adoption of an amendment to zoning ordinance section 601, 16-b to remove the off-street parking requirements for residences in the central business district (CBD). This recommendation followed a public hearing at which no comments were received.

This amendment will remove one (1) obstacle in the development of new residential units above stores in the CBD.

Recommendation

Planning commission recommends adoption of the amendment to coincide with the implementation of the parking permit program in the CBD. The commission adds the recommendation that the permit program applies only to new residences above existing retail stores and does not apply to new condominium developments which may occur in the CBD. It also does not apply to buildings which construct upper floors for the purpose of residential units.

Attachments

Staff Report to Planning Commission

Proposed amendment to the City of South Haven Zoning Ordinance Section 601, 16-b.

Traffic Code Amendment (City Code of Ordinances)

Planning Commission hearing minutes

Staff Report to City Council (1)

Respectfully submitted,
Linda Anderson
Zoning Administrator

CITY COUNCIL
CITY OF SOUTH HAVEN
 Van Buren and Allegan Counties, Michigan

Council member _____, supported by Council member _____, moved the adoption of the following ordinance:

ORDINANCE NO. _____

**AN ORDINANCE TO AMEND SECTION 601 OF THE SOUTH HAVEN
 ZONING ORDINANCE TO ADDRESS PARKING IN THE CITY'S CENTRAL
 BUSINESS DISTRICT**

The City of South Haven Ordains:

Section 1. Amendment. Section 601 of the South Haven Zoning Ordinance is amended to read as follows:

Sec. 601. Use Regulations.

In a CBD Central Business District, no building or land shall be used and no building shall be erected except for one or more of the following specified uses, unless otherwise provided in this Ordinance.

1. Any generally recognized retail business which supplies commodities on the premises within a completely enclosed building, such as, but not limited to, foods, groceries, drugs, liquor, furniture, appliances, TV, radio and other electronic devices, variety store, clothing, dry goods, notions, candy, books, florist, gift shops, jewelry, stationary, office supplies, paint and wallpaper, parcel delivery, or hardware.
2. Any personal service establishment which performs services on the premises within a completely enclosed building, such as, but not limited to, repair shops (watches, radio, television, shoe and etc.), tailor shops, beauty parlors, barber shops, interior decorators, photographers, travel agencies, and dry cleaners.
3. Restaurants delicatessens, ice cream store, soda fountain, and carry-out food establishments, excluding drive-ins. Outdoor cafes and outdoor seating is permitted by special use permit.
4. Offices and office buildings of an executive, administrative, or professional nature; including medical, dental and optical clinics.
5. Banks, loan and finance offices. Banks with drive-in facilities are permitted by special use permit, when said drive-in facilities are incidental to the principal function.
6. Public and quasi-public buildings, such as:
 - a. Municipal offices
 - b. Municipal off-street parking lots by special use permit
 - c. Libraries
 - d. Museums
 - e. Fraternal organizations
7. Commercial recreation facilities, such as bowling alleys, theaters, and similar uses. Public parks and public recreation centers by special land use permit.

8. Offices and showrooms of plumbers, electricians, decorators, or similar trades, of which not more than twenty-five (25) percent of the floor area of the building or part of the building occupied by said establishment is used for making, assembling, remodeling, repairing, altering, furnishing, or refinishing its products or merchandise, and provided City of South Haven Zoning Ordinance that the ground floor premises facing upon, and visible from, any abutting street shall be used only for entrances, offices or display. All storage of materials on any land shall be within the confines of the building or part thereof occupied by said establishment.

9. Business schools or private schools operating for profit; examples of private schools permitted herein include, but are not limited to, the following: trade schools, dance schools, music and voice schools, and art studios. Schools providing K-12 education are not included as permitted uses in this District.

10. Newspaper offices and printing plants; provided the printing plant is not greater than twenty-five hundred (2500) square feet.

11. Storage facilities when incident to, and physically connected with, any principal use permitted, provided that such facility be within the confines of the building or part thereof occupied by said establishment.

12. Hotels and motels when authorized as a special land use. (See Section 1510.22 and Section 1738) (Amended 8/21/06, Ord. 946.)

13. Bus passenger stations.

14. Other uses which are similar to the above when authorized as a special land use. In considering such authorization, the Planning Commission shall consider the following standards and Article XV:

a. All business establishments shall be retail or service establishments dealing directly with consumers. All goods produced on the premises shall be sold at retail from premises where produced.

b. Outdoor storage of merchandise, products, parts or supplies shall be expressly prohibited.

15. Accessory structures customarily incidental to the above permitted uses.

16. Dwellings located **in existing space above an existing** retail store are a permitted use when authorized as a special land use. In considering such authorization, the Planning Commission shall ensure conformance with the following standards and Article XV:

a. Ingress and egress to the dwelling unit;

b. The availability of parking for tenants and guests. One (1) dwelling unit per lot is allowed above any permitted use without providing any parking space, while additional units require two (2) spaces per unit **either on private property in accordance with this Ordinance or, if private property parking is not provided, then by permit in a municipal parking lot in accordance with Section 82-55 of the City's Code of Ordinances;** and,

c. The impact on the building's exterior.

17. Automatic teller machines when located inside a building as an accessory use and not as a freestanding building.

18. Convenience store.

- 19. Pool or billiard hall.
- 20. Antique shops.
- 21. Bakery goods stores.
- 22. Private clubs by special use permit.
- 23. Multiple-family dwellings, including multiple-family dwellings with units on the ground floor and above the ground floor, when authorized as a special land use. In considering such authorization, the Planning Commission shall ensure conformance with the following standards and Article XV:
 - a. The parcel shall not have frontage on the Phoenix Street, Center Street or Broadway Avenue right-of-ways; and,
 - b. two (2) parking spaces shall be provided per dwelling unit, either on-site or within 300 feet of the parcel.

Section 2. Publication and Effective Date. The City Clerk shall cause a notice of adoption of this ordinance to be published within 15 days of the date of its adoption. This ordinance shall take effect ten (10) days after its adoption or upon its publication, whichever occurs later.

YEAS: Council member(s) _____

NAYS: Council member(s) _____

ABSTAIN: Council member(s) _____

ABSENT: Council member(s) _____

CERTIFICATION

As the City Clerk of the City of South Haven, Van Buren and Allegan Counties, Michigan, I certify this is a true and complete copy of an ordinance adopted by the South Haven City Council at a regular meeting held on _____, 2012.

Date: _____, 2012

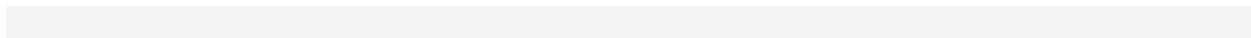
Amanda Morgan, City Clerk

Introduced: _____, 2012

Adopted: _____, 2012

Published: _____, 2012

Effective: _____, 2012





City of South Haven

6. Permit Parking for Residences in the CBD

Background

The City of South Haven has initiated a text amendment to Section 601 of the zoning ordinance. This proposed amendment is a first step in allowing overnight parking in city parking lots for residents living above retail businesses in the Central Business District (CBD). It is anticipated that the parking will be administered through a permitting program.

All proposed residences above stores in the CBD require a special use permit from the planning commission. One of the requirements for approval is the availability of two (2) parking spaces for each unit. The city code of ordinances (Sec. 82-54) prohibits parking for more than 24 consecutive hours in any portion of the downtown parking lots. The proposed parking permit program would provide relief from the zoning ordinance and city code by offering permits allowing for long-term parking in city lots for approved upper floor residences.

The justification for the proposed changes to the parking regulations relates to 1) recommendations in the 2011 Master Plan¹, and 2) a variety of proposed residential apartment developments being considered by private property owners, above established retail locations, within the CBD. Currently, there are downtown property owners working with the Michigan State Housing Development Authority (MSHDA) to implement the Rental Rehabilitation Program. MSHDA is providing up to \$35,000 per unit, to encourage the development of affordable housing within the CBD.

Permit parking in the CBD will require amendments to both the zoning ordinance and the city code of ordinances. This hearing relates only to the zoning ordinance amendment. *Once the ordinance amendments have been adopted and the effective date has passed, property owners will still need to obtain a special use permit for a residence above a retail store before proceeding with the permitting process.*

Parking permit applications will be available from the clerk and, when completed, returned to the city manager. Upon receipt of a complete application and the payment of the fee, the clerk shall forward it to the city manager who shall initiate a review by the city's building services, zoning and police departments. In accordance with this departmental review, the city manager may

¹ Chapter Six: Goals and Objectives - POLICY: The City will continue to support residential infill within the downtown setting above commercial, retail and office uses. Promote better use of upper floors in the downtown. ACTION: Create a list of grants and incentives to distribute to developers and property owners. One barrier to residences on upper floors is a lack of available parking and the need for elevators.

approve, deny or approve with conditions an application based on ordinance requirements. Upon the approval of an application by the city manager, a permit shall be issued by the city clerk.

The total number of permits available will be determined by the city council.

Recommendation

Staff recommends that the planning commission forward the proposed amendment to the city council with a motion to adopt.

Attachments

Proposed amendment to zoning ordinance Section 601-16

Respectfully submitted,
Linda Anderson
Zoning Administrator



City of South Haven

Permit Parking for Residences in the CBD

All proposed residences above stores in the central business district (CBD) require a special use permit from the planning commission. One of the requirements for approval is the availability of two (2) parking spaces for each unit. The city code of ordinances (Sec. 82-54) prohibits parking for more than 24 consecutive hours in any portion of the downtown parking lots. The proposed parking permit program would provide relief from the zoning ordinance and city code by offering permits allowing for long-term parking in city lots for approved upper floor residences. This will result in the creation of more residential units in the CBD.

Permit parking in the CBD will require amendments to both the zoning ordinance and the city code of ordinances. The process for completing these tasks follows. The dates presented are the earliest times each required task could occur.

1. City council will be presented with the permit parking proposal and direct staff to continue with the process (August 6, 2012).
2. Planning commission shall hold a hearing on the zoning ordinance amendment and make a recommendation to city council. *If there are pending requests for residences in the CBD, those requests could be heard at this time. Any approvals will be contingent on the city council adoption of the amendments allowing CBD long-term parking* (September 6, 2012).
3. City council shall introduce the zoning ordinance amendment and the amendment to the city code of ordinances (September 17, 2012).
4. City council will take final action on both ordinances and adopt a fee for the permits (October 1, 2012).
5. Approximately ten (10) days following the adoption, parking permits will be made available (October 11, 2012).

Once the ordinance amendments have been adopted and the effective date has passed, property owners will still need to obtain a special use permit before proceeding with the permitting process.

Parking permit applications will be available from the clerk and, when completed, returned to the city manager. Upon receipt of a complete application and the payment of the fee, the clerk shall forward it to the city manager who shall initiate a review by the city's building services, zoning and police departments. In accordance with this departmental review, the city manager may approve, deny or approve with conditions an application based on ordinance requirements.

Upon the approval of an application by the city manager, a permit shall be issued by the city clerk.

Respectfully submitted,
Linda Anderson
Zoning Administrator

**CITY COUNCIL
CITY OF SOUTH HAVEN**
Van Buren and Allegan Counties, Michigan

Council member _____, supported by Council member _____, moved the adoption of the following ordinance:

ORDINANCE NO. _____

**AN ORDINANCE TO AMEND SECTION 601 OF THE SOUTH HAVEN
ZONING ORDINANCE TO ADDRESS PARKING IN THE CITY'S CENTRAL
BUSINESS DISTRICT**

The City of South Haven Ordains:

Section 1. Amendment. Section 601 of the South Haven Zoning Ordinance is amended to read as follows:

Sec. 601. Use Regulations.

In a CBD Central Business District, no building or land shall be used and no building shall be erected except for one or more of the following specified uses, unless otherwise provided in this Ordinance.

1. Any generally recognized retail business which supplies commodities on the premises within a completely enclosed building, such as, but not limited to, foods, groceries, drugs, liquor, furniture, appliances, TV, radio and other electronic devices, variety store, clothing, dry goods, notions, candy, books, florist, gift shops, jewelry, stationary, office supplies, paint and wallpaper, parcel delivery, or hardware.
2. Any personal service establishment which performs services on the premises within a completely enclosed building, such as, but not limited to, repair shops (watches, radio, television, shoe and etc.), tailor shops, beauty parlors, barber shops, interior decorators, photographers, travel agencies, and dry cleaners.
3. Restaurants delicatessens, ice cream store, soda fountain, and carry-out food establishments, excluding drive-ins. Outdoor cafes and outdoor seating is permitted by special use permit.
4. Offices and office buildings of an executive, administrative, or professional nature; including medical, dental and optical clinics.
5. Banks, loan and finance offices. Banks with drive-in facilities are permitted by special use permit, when said drive-in facilities are incidental to the principal function.
6. Public and quasi-public buildings, such as:
 - a. Municipal offices
 - b. Municipal off-street parking lots by special use permit
 - c. Libraries
 - d. Museums
 - e. Fraternal organizations
7. Commercial recreation facilities, such as bowling alleys, theaters, and similar uses. Public parks and public recreation centers by special land use permit.

8. Offices and showrooms of plumbers, electricians, decorators, or similar trades, of which not more than twenty-five (25) percent of the floor area of the building or part of the building occupied by said establishment is used for making, assembling, remodeling, repairing, altering, furnishing, or refinishing its products or merchandise, and provided City of South Haven Zoning Ordinance that the ground floor premises facing upon, and visible from, any abutting street shall be used only for entrances, offices or display. All storage of materials on any land shall be within the confines of the building or part thereof occupied by said establishment.
9. Business schools or private schools operating for profit; examples of private schools permitted herein include, but are not limited to, the following: trade schools, dance schools, music and voice schools, and art studios. Schools providing K-12 education are not included as permitted uses in this District.
10. Newspaper offices and printing plants; provided the printing plant is not greater than twenty-five hundred (2500) square feet.
11. Storage facilities when incident to, and physically connected with, any principal use permitted, provided that such facility be within the confines of the building or part thereof occupied by said establishment.
12. Hotels and motels when authorized as a special land use. (See Section 1510.22 and Section 1738) (Amended 8/21/06, Ord. 946.)
13. Bus passenger stations.
14. Other uses which are similar to the above when authorized as a special land use. In considering such authorization, the Planning Commission shall consider the following standards and Article XV:
 - a. All business establishments shall be retail or service establishments dealing directly with consumers. All goods produced on the premises shall be sold at retail from premises where produced.
 - b. Outdoor storage of merchandise, products, parts or supplies shall be expressly prohibited.
15. Accessory structures customarily incidental to the above permitted uses.
16. Dwellings located above a permitted use when authorized as a special land use. In considering such authorization, the Planning Commission shall ensure conformance with the following standards and Article XV:
 - a. Ingress and egress to the dwelling unit;
 - b. The availability of parking for tenants and guests. One (1) dwelling unit per lot is allowed above any permitted use without providing any parking space, while additional units require two (2) spaces per unit **either on private property in accordance with this Ordinance or, if private property parking is not provided, then by permit in a municipal parking lot in accordance with Section 82-55 of the City's Code of Ordinances;** and,
 - c. The impact on the building's exterior.
17. Automatic teller machines when located inside a building as an accessory use and not as a freestanding building.
18. Convenience store.

- 19. Pool or billiard hall.
- 20. Antique shops.
- 21. Bakery goods stores.
- 22. Private clubs by special use permit.
- 23. Multiple-family dwellings, including multiple-family dwellings with units on the ground floor and above the ground floor, when authorized as a special land use. In considering such authorization, the Planning Commission shall ensure conformance with the following standards and Article XV:
 - a. The parcel shall not have frontage on the Phoenix Street, Center Street or Broadway Avenue right-of-ways; and,
 - b. two (2) parking spaces shall be provided per dwelling unit, either on-site or within 300 feet of the parcel.

Section 2. Publication and Effective Date. The City Clerk shall cause a notice of adoption of this ordinance to be published within 15 days of the date of its adoption. This ordinance shall take effect ten (10) days after its adoption or upon its publication, whichever occurs later.

YEAS: Council member(s) _____

NAYS: Council member(s) _____

ABSTAIN: Council member(s) _____

ABSENT: Council member(s) _____

CERTIFICATION

As the City Clerk of the City of South Haven, Van Buren and Allegan Counties, Michigan, I certify this is a true and complete copy of an ordinance adopted by the South Haven City Council at a regular meeting held on _____, 2012.

Date: _____, 2012

Amanda Morgan, City Clerk

Introduced: _____, 2012

Adopted: _____, 2012

Published: _____, 2012

Effective: _____, 2012

CLARK HILL PLC DRAFT 06.06.12

CITY COUNCIL
CITY OF SOUTH HAVEN
 Van Buren and Allegan Counties, Michigan

Council member _____, supported by Council member _____, moved the adoption of the following ordinance:

ORDINANCE NO. _____

**AN ORDINANCE TO AMEND SECTION 82-54 AND TO ADD SECTION 82-55
 TO THE CITY OF SOUTH HAVEN CODE OF ORDINANCES TO ADDRESS
 PARKING IN THE CITY'S CENTRAL BUSINESS DISTRICT**

The City of South Haven Ordains:

Section 1. Amendment. Section 82-54 is amended, and Section 82-55 is added, to Chapter 82, "Traffic and Vehicles," Article III, "Parking, Stopping and Standing," Division 1, "Generally," of the City of South Haven Code of Ordinances, to read as follows:

Sec. 82-54. Parking limit in city parking lots.

- (a) Except as otherwise provided in Section 82-55 below, nNo motor vehicle shall be parked or allowed to remain parked for a total of more than 24 consecutive hours in any portion of any city parking lot not governed by a more restrictive provision.
- (b) This section is to be effective as to each city parking lot where notices are placed so as to be clearly visible to those properly entering any of the city parking lots.
- (c) Except as otherwise provided in Section 82-55 below, aAny person who shall park a motor vehicle or allow a motor vehicle to remain parked in a city parking lot for longer than 24 consecutive hours shall have committed a civil infraction. The registered owner of any such vehicle shall be presumed to be responsible for such infraction.
- (d) Any person found guilty of having violated this section shall be subject to a fine of not more than \$100.00 plus costs.
- (e) Any vehicle found parked or standing contrary to the provisions of this section shall be impounded by the police of the city and shall not be delivered to the owner or operator until the amount of \$5.00 has been paid to the treasurer of the city for each day that such vehicle has been parked or allowed to remain standing on premises described in this section contrary to the provisions of this section.

Sec. 82-55. Permitted parking in downtown city parking lots.

(a) Definitions. For purposes of this section, the following terms and words shall mean:

- (1) *Downtown Area* shall mean all areas of the city zoned as Central Business District (the "CBD").
- (2) *Municipal Parking Lot* shall mean those parking lots which are owned, leased, operated or maintained by the City of South Haven for its the -municipal parking system located in the Ddowntown Aarea.
- (3) *Long Term Overnight Parking* shall mean the parking of permitted motor vehicles in those Mmunicipal Parking Llots which are designated for permit holders to park their vehicles overnight for extended periods.

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CLARK HILL PLC DRAFT 06.06.12

(4) *Residential Unit* shall mean an approved residential dwelling living unit located in directly above a retail store in the CBD.

(b) General Prohibition. on overnight parking in city parking lots No motor vehicle shall be parked or allowed to remain parked for more than 24 consecutive hours in any portion of any Municipal Parking Lot without a Residential Unit parking permit obtained from the city in accordance with the provisions of this section ordinance.

(c) Permit. A person residing in a Residential Unit within the Ddowntown Aarea may apply for a long-term overnight parking permit for a vehicle registered in the name of the applicant or in the name of a relative of the applicant. AThe applicant's shall complete a the downtown resident overnight parking permit application available from the City Clerk. Completed applications shall be submitted for review and approval/denial and shall apply to the City Manager or his/her designee. Each applicant for a permit under this section shall, at the time of application submission, pay a nonrefundable permit fee in an amount as established from time to time by resolution of by the City Council.

(d) Permit Availability. Upon receipt of a complete application, and the payment of the fee required by subsection (c) above, the City Clerk shall forward it to the City Manager who shall initiate a review by the City's building services, zoning and police departments. In accordance with this departmental review, the City Manager may approve, deny or approve with conditions an application, which conditions may be imposed to further the purposes of this section or this chapter. Upon the approval of an application by the City Manager, a permit shall be issued by the City Clerk. An application submitted under this section may be denied by the City Manager for any of the following reasons:

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(1) Noncompliance with any of the standards or requirements of this section, this chapter and/or the City's zoning ordinance.

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(2) False information or a false statement was provided in the application.

Based upon parking criteria provided in the City's zoning ordinance, tThe City Manager, or his/her designee, may impose by resolution place a limit on the number of permits available in the Ccity. No applicant shall receive more than two (2) permits for any one Rresidential Uunit. A permit issued under this section is nontransferable. The permits shall be issued according to when the application was received and the ability of the applicant to comply with the regulations of this Article.

(e) Records. The City Clerk shall maintain a permit log containing all downtown overnight residential parking permits issued under this section. The Clerk shall provide any information to the City Police Department for the enforcement of the overnight residential unit parking regulations.

(f) Permissible Locations. A map of permissible parking lots shall be provided to the permit holder by the City Clerk upon permit issuance and renewal.

(g) Permit Fee and Validity. Each permit applicant shall The permit issued under this section shall be valid for a period not to exceed three (3) consecutive years and may be renewed in three (3) year increments. An application for renewal of a permit shall be considered in the same manner as an original application.

(h) Permit Display. A permit issued under this section The permit shall be suspended from the interior rear view mirror in a manner easily visible from outside the vehicle.

(i) Permit Revocation. A permit may be revoked by the City Manager or his/her designee at any time for noncompliance with the provisions of this Article. A permit issued under this section

CLARK HILL PLC DRAFT 06.06.12

may be suspended or revoked by the City Manager or his/her designee for any of the following reasons:

- (1) A violation of any of the standards or requirements set forth in this section, this chapter and/or the City's zoning ordinance.

Written notice of suspension or revocation, stating the cause or causes of suspension or revocation, shall be mailed to the permit holder's address as shown in the application for a permit. Any person aggrieved by the suspension or revocation of a permit under this section may appeal to the City Council by filing with the City Clerk a written appeal within 10 days after suspension or revocation. The City Clerk shall set a time and place for a hearing on such appeal, and notice of such hearing shall be given to the appellant in writing. After such hearing, the decision and order of the City Council on any such appeal shall be final and conclusive.

10. Permit Nonrenewal.

- a) The City Manager or his/her designee is authorized to deny renewal of a permit to an applicant for noncompliance with the provisions of this Article.
 - (j) Penalties. A violation of this section Article shall be deemed a civil infraction and shall be subject to the penalties found in Section 83-54 of this Chapter of the City Code of Ordinances.
 - (k) Designated Enforcement Officers. The chief of police or his/her designated representative shall be the enforcing officer for violations of parking, vehicle locations and/or improper display of a permit.
 - (l) Compliance with applicable laws. Nothing contained in this section, or within any permit issued by the City, shall be construed to relieve a person of any duties or obligations imposed by local ordinance or state law.

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Section 2. Publication and Effective Date. The City Clerk shall cause a notice of adoption of this ordinance to be published. This ordinance shall take effect 10 days after its adoption or upon publication of the notice of adoption, whichever occurs later.

YEAS: Council member(s) _____

NAYS: Council member(s) _____

ABSTAIN: Council member(s) _____

ABSENT: Council member(s) _____

CERTIFICATION

As the City Clerk of the City of South Haven, Van Buren and Allegan Counties, Michigan, I certify this is a true and complete copy of an ordinance adopted by the South Haven City Council at a regular meeting held on _____, 2012.

Date: _____, 2012

Amanda Morgan, City Clerk

CLARK HILL PLC DRAFT 06.06.12

Introduced: _____, 2012
Adopted: _____, 2012
Published: _____, 2012
Effective: _____, 2012

Planning Commission

Regular Meeting Minutes

Thursday, October 4, 2012
7:00 p.m., Council Chambers



City of South Haven

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

2. Roll Call

Present: Frost, Heinig, Paull, Soukup, Wall
Absent: Bugge, Miles, Smith, Brunvand

Motion by Wall, second by Soukup to excuse absent members Bugge, Miles, Smith and Brunvand.

All in favor. Motion carried.

3. Approval of Agenda

Motion by Wall, second by Heinig to approve the October 4, 2012 agenda as presented.

All in favor. Motion carried.

Bugge arrived at 7:03 p.m.

4. Approval of Minutes – September 6, 2012

Motion by Wall, second by Soukup to approve the September 6, 2012 regular meeting minutes as presented.

All in favor. Motion carried.

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

None at this time.

Public Hearing

6. Zoning Ordinance Text Amendment

The City of South Haven has initiated a text amendment to Section 601 of the zoning ordinance. This proposed amendment will help allow overnight parking in city parking lots for residents living above retail businesses in the Central Business District (CBD). The parking will be administered through a permitting program.

Motion by Wall, second by Soukup to open the public hearing.

All in favor. Motion carried.

Anderson gave an overview of the reason for the text amendments. There is interest in adding apartments above some of the stores downtown; there is some grant money available to assist in the renovations. There will be a need for residents of the downtown to be able to park overnight in the downtown. There is a zoning ordinance that prohibits parking overnight. The city attorney drafted the proposed amendment. City Council will be dealing with changes needed to the City Code of Ordinances. Anderson described this agenda item as “just a first step”, noting that Council will likely not move quickly on this but wanted the Planning Commission to deal with this aspect of the amendment first.

Motion by Wall, second by Soukup to close the public hearing.

All in favor. Motion carried.

Bugge expressed a concern with how broad the wording is; it poses no limitation as to which spaces to which this would pertain. Bugge explained that since the intent is to allow residential uses above retail spaces perhaps that should be addressed in this amendment. Paull noted that the Commission’s responsibility is to open the door for something we do not currently permit. The regulatory aspect is in the hands of the City Council.

Bugge said we should address whether this amendment is just for redevelopment or for all residential development in the downtown. Bugge can see the City becoming the provider of all parking spaces in the downtown.

Wall proposed that Anderson can clear this up to which Anderson responded Bugge’s idea is not a bad idea and the Commission could send this document on with the recommendation that Council add clarification that this permitting process only pertains to new residences above existing retail stores and not to future residential condo projects.

Motion by Bugge, second by Soukup to recommend that City Council consider the ordinance as stated along with the recommendation that it be reworded to reflect redevelopment of residential spaces over existing retail stores.

After discussion of the variety of offices and other types of businesses besides retail in the downtown, the motion was amended to read:

Motion by Bugge, second by Soukup to recommend that City Council consider the ordinance as stated along with the recommendation that it be reworded to reflect redevelopment of residential spaces over existing uses only. Soukup second.

All in favor. Motion carried.

Unfinished Business

7. PUD Amendment

Discussion of PUD amendment following city council decision to return the ordinance to the planning commission.

Anderson explained that the City Council asked that this draft ordinance come back to the Planning Commission because Council wanted the Commission to revisit the removal of the waiver ability for City Council. Council wanted to know why; wanted to have the Commission look a little closer at the reasons for the recommendation to eliminate the waiver.

Anderson noted that she has reviewed all waivers granted since 1995 and only in one instance did the City Council grant a waiver against the Planning Commission's recommendation. The Planning Commission recommended most of these waivers to City Council. Anderson pointed out that in our Zoning Ordinance, in the Planned Unit Development (PUD) section; the Zoning Board of Appeals does not have authority to hear appeals to Planned Unit Development projects. There has to be, in the Zoning Ordinance, a way for people to seek relief from the requirements of the Planned Unit Development. The consultant that worked on drafting this ordinance allows City Council to grant a waiver; which was put in because the part about the Zoning Board of Appeals was taken out. Anderson's recommendation is to leave the part about waivers in and send it back to City Council.

Motion by Wall, second by Heinig to return the Planned Unit Development Amendment to Council with the waiver clause still intact.

Bugge made several comments about the one waiver that was granted by City Council and asked whether height is mentioned in this ordinance. Anderson explained that the height waiver Bugge is referring to was granted over the underlying zoning. Paull noted that there was no abuse of the waiver process and Anderson has explained that.

Paull called the question.

All in favor. Motion carried.

New Business

8. Site Plan Review – 1026 E. Wells Street

The City of South Haven requests site plan approval for 6010 square feet of additions and alterations to the Public Safety Building located at 1026 E. Wells Street.

Paull noted for clarification that this is the Police and Fire Complex on Blue Star Highway.

Anderson pointed out that the information is provided in the agenda packet; the plan shown on the overhead screen is just a portion of the site plan for reference purposes. Anderson introduced Ben Baker from Abonmarche and noted that Baker is prepared to talk about this project. Anderson also pointed out that there are three (3) trees that are required to be added to accommodate additional parking.

Ben Baker, Abonmarche, noted that this is a fairly straightforward plan including three additions: one for the police, one for offices and one maintenance bay. Baker noted that there are thirty-eight (38) existing parking spaces and this plan proposes eight (8) to twelve (12) more squad car spaces to the south end of the plan. Along with proposing more parking spaces, Baker pointed out that there would be additional pavement provided to access the maintenance bay.

Baker addressed the proposed lighting, which was chosen to match the existing lighting; it is a similar fixture, the new version of the existing lights. Baker pointed out that the proposed fixture is night-time friendly as full cut off.

Baker explained that regarding the tree situation, he spoke with the chief regarding locations. The proposed tree closest to the training center may be in conflict with training access. There were questions regarding the location of the tree. Bugge asked whether the buildings have any lights and whether they are sharp cutoff, to which Ben responded that there are fixtures planned for the building and they are sharp cut off.

Heinig questioned whether this site plan has the details on the drainage, and noted that the drain toward the southwest may need to be looked at very carefully to be sure there is enough drainage provided for the extra impervious pavement.

Bugge asked whether any of the runoff is filtered, to which Baker responded, "No", and explained that is not required.

Anderson noted that she had comments from Halberstadt which she read. Halberstadt stated that these were minor things that will need to be addressed prior to construction.

Motion by Bugge to approve the site plan subject to satisfying the requirements of the engineer and the fire chief. Second by Wall.

All in favor. Motion carried.

9. Commissioner Comments

Soukup: None

Wall: Homecoming is tomorrow so drive carefully. There will be sweets and cider Saturday from 4 – 6 so visit downtown South Haven.

Heinig: None

Frost: Congrats to the middle school cross-country team which ran a fabulous meet today.

Bugge: None

Paull: None

Anderson: Is having a problem setting up a meeting for a corridor workshop and would like the commissioners to decide on a date and time tonight. The Workshop will be held before the regularly scheduled Planning Commission Meeting on November 5, 2012 at 5:30 p.m. The city will provide a light supper.

At the November meeting, the parks department will present the draft Recreation Plan. Anderson will send out copies as soon as they are available.

10. Adjourn

Motion by Wall, second by Soukup to adjourn at 7:33 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom
Recording Secretary

City	Residences in CBD permitted?	Permit program in place?	Process	Fee
Grand Haven 616-842-3210	Yes	Yes	A permit is granted through a registration process; limit of 2/per unit; no limit on total number issued in city	\$120 per year
Petoskey 231-347-2500	Yes	No	Not enough residents to worry about; they park in the metered parking lots from 5p to 8a; then must move cars to street otherwise pay meters to park in lots during the day; the street dept places signs to alternate parking during snow plowing	None for overnight parking. During the day, lots are metered.
St. Joseph 269-983-5541	Yes	No	If the apt building is 6 apts or less, residents may park in downtown lots overnight; if more than 6 apts, the building must provide own parking	None
Holland 616-355-1050	Yes	Yes	Registration required; designated overnight parking lots – long term allows permit holders to park for 24 hr period; short term allows permit holders to park between 8:00p – 9:30a Mon-Sat & all day Sunday;	\$120 per year \$80 for 3-6 months \$40 for 1-3 months \$10 weekly
Harbor Springs 231.526.2104	Yes	No	Downtown residents are required to park in designated long term parking lots. During the winter vehicles must be moved at least every 48 hours to alternate lot to accommodate snow removal	None
Saugatuck 269.857.2603	Yes	No	Overnight parking is permitted in public parking lots and on streets in the downtown. The only regulation enforced is winter months odd/even parking for snow removal.	None
Ann Arbor 734.794.6267	Yes	No	The city has privatized all parking in commercial areas. Long-term parking is permitted in all parking lots by permit. Prices vary.	Yes, but varies by lot and permit duration. All fees go to contract operator.
Traverse City 231.922.4778	Yes	Yes	Resident parking is permitted in designated long-term lots by permit.	Monthly - \$40 Quarterly - \$90 Annually - \$360

Public Parking Lots in the CBD - 2016

