

CITY OF NORTON SHORES
PLANNING COMMISSION MEETING
August 13, 2024
5:30 p.m.
Agenda

1. Call to Order
2. Roll Call
3. Minutes
 - a. Minutes of the July 9, 2024 Planning Commission Meeting
4. Correspondence
5. Public Comment - Agenda
6. Pending Business
7. New Business
 - a. Land Division – 1765 Forest Park Road, Andrew Zorn
 - i. Certification of mailing and publishing
 - ii. Public hearing
 - iii. Resolution
 - b. Land Division – 1252 E. Ellis Road, Leanne Wood
 - i. Certification of mailing and publishing
 - ii. Public hearing
Resolution
8. Public Comment – General
9. Adjournment

**THE PLANNING COMMISSION MEETING WILL BE HELD AT 5:30 P. M. AT THE NORTON SHORES
BRANCH LIBRARY, 705 SEMINOLE ROAD**

CITY OF NORTON SHORES
PLANNING COMMISSION MEETING
July 9, 2024

A regular meeting of the Norton Shores Planning Commission was called to order on Tuesday, July 9, 2024 at 5:30 p.m. in the community room of the Norton Shores Branch Library, 705 Seminole Road.

Present: Chairman Carroll, Commissioners Johnson, Kell, Lans, Morano, Philips, Romine, Trygstad and Westgate; also, Doug Hughes, Rachel Pavlich, and Ted Woodcock.

Absent: None

24-P12 Minutes

Commissioner Morano moved to approve the minutes of the June 11, 2024 Planning Commission meeting. The motion was supported by Commissioner Philips and carried unanimously.

Public Comment – Agenda

None

24-P13 Land Division – 431 E. Mt. Garfield Road, Eric & Sally Andrews

Clerk Pavlich certified the June 21, 2024 publication and mailing of notices. A public hearing was held.

Jennifer Luttrull, 466 E. Mt. Garfield Road, shared her concerns in regards to the land division and the high water table in that area.

Matt Wright, 424 E. Mt. Garfield Road, shared his feelings about how approving the land division sets the stage for over development.

Delicia Eklund, 465 E. Mt. Garfield, requested the Planning Commission consider voting “no” on the land division.

Commissioner Morano explained that the applicants meet all requirements for this land division, and that a site plan and special use permit are different and would be presented by the applicant at a later date that would require a vote at a separate meeting.

Commissioner Kell moved to recommend to the City Council that permission be granted to Eric & Sally Andrews, the property owners, to divide the property at 431 E. Mt. Garfield Road to create a new parcel due to the new and resultant parcels meeting minimum lot requirements per the City's zoning ordinance and the resulting parcel does not increase the lots existing nonconformity. The motion was supported by Commissioner Romine and carried unanimously.

General Public Comment

Ryan Davidson, 1099 Porter Road, expressed his concerns in regards to short-term rentals and suggested excluding them from school zones.

Andrew Eklund, 465 E. Mt. Garfield Road, questioned the road frontage for the land division if the resulting parcel were to have a house built in the future. City Planner Ted Woodcock stated the resulting parcel still meets the requirements.

Matt Wright, 424 E. Mt. Garfield Road, asked if the minimum is 200 feet. Mr. Woodcock responded that 190 feet is the minimum requirement for a resulting parcel.

Commissioner Westgate asked what the current short-term rental policy is in Norton Shores. Doug Hughes responded that there is no current policy, and it will likely be reviewed at a work session meeting.

Meeting adjourned at 6:03 p.m.

Rachel Pavlich, City Clerk



August 5, 2024

Planning Commission Meeting of August 13, 2024
SUBJECT: Land Division
1765 Forest Park Road, Andrew Zorn

Chairman and Members
of the
Planning Commission

Ladies and Gentlemen:

Andrew Zorn, the property owner, is requesting a land division at 1765 Forest Park Road. The new parcel meets the minimum lot requirements per the City's zoning ordinance. The resultant parcel does exceed the 1:3 width to depth ratio, however, the proposed land division will not increase that ratio.

The Planning Commission may use the attached resolution in making a recommendation to the City Council regarding this request.

Sincerely,

Ted Woodcock
Planning and Zoning Administrator

Attachment

RESOLUTION

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission hereby recommends to the City Council that permission be granted/denied to Andrew Zorn, the property owner, to divide the property at 1765 Forest Park Road to create a new parcel.

At a meeting of the Planning Commission of the City of Norton Shores, held at the Norton Shores Branch Library, 705 Seminole Road, on the 13th day of August 2024, the foregoing resolution was moved for adoption by Commissioner. The motion was supported by Commissioner.

Ayes:

Nays:

Excused:

Resolution declared adopted/denied.

Lexi Stibitz, Deputy Clerk



August 5, 2024

TO: Planning Commission Members
FROM: Ted Woodcock, Planning and Zoning Administrator TSW
SUBJECT: Land Division Request, 1765 Forest Park Road

Following please find comments regarding the Land Division request:

MASTER PLAN

The current zoning of the property is R-3 Single Family Residential. The Master Plan has this parcel designated as "Medium Density Residential." The surrounding parcels are all zoned R-3 Single Family Residential with the "Medium Density Residential" Master Plan designation as well.

LAND USE & COMMENTS

The land division request would create another lot. The split parcel will meet the 1:3 width-to-depth ratio, while the "remainder parcel" currently violates the ratio, however, it will not make the ratio more non-conforming. The newly created parcel is 100.03 feet wide by 150.36 feet in depth, which is 0.35 acres.

	R-3 Single Family Residential	New Parcel	Remainder Parcel
<i>Minimum lot area</i>	12,000 sq. ft.	15,246	7.17 acres
<i>Minimum lot width (ft.)</i>	100 ft.	100.03 ft.	107.08 ft.
<i>Front yard setback (ft.)</i>	30 ft.	N/A – vacant	Unchanged
<i>Side yard setback (ft.)</i>	8 ft. / 18 ft.	N/A – vacant	Unchanged
<i>Rear yard setback (ft.)</i>	40 ft.	N/A – vacant	Unchanged
<i>Maximum lot coverage</i>	30%	N/A – vacant	Unchanged



LAND DIVISION REQUEST APPLICATION

Land division requests require review and approval by both the Planning Commission and City Council. The Planning Commission will review the request at their meeting and make a recommendation to the City Council, who will then make the final decision. Applicants must provide the City Planner with four (4) copies of the survey for the proposed land division for staff review. This drawing should include any applicable information as required in the City's Lot Division Ordinance. If the property to be divided contains any structures (i.e. home, accessory structure), those structures and setbacks from property lines must be shown on the submitted survey. Applicants are encouraged to discuss their request with City staff prior to submission.

The submission deadline is three (3) weeks prior to the next Planning Commission meeting.

DATE: 7/1/2024

ADDRESS OF PROPOSED DIVISION: 1765 Forest Park Rd

PARCEL NUMBER: 61-27-014-200-0016-00

APPLICANT NAME: Andy Zorn

APPLICANT PHONE #: 231-206-1906

APPLICANT EMAIL: andyz@cliffordbuckconstruction.com

APPLICANTSIGNATURE(S):

[Handwritten Signature] 7/1/24

**Please note that all affected property owners must sign.

FOR OFFICE USE ONLY

DATE RECEIVED: 7/8/24

SURVEY SUBMITTED: ✓

4 COPIES SUBMITTED: ✓

FEE PAID: ✓



WESTSHORE ENGINEERING & SURVEYING ENVIRONMENTAL CERTIFICATE OF SURVEY



0' 100' 200'
SCALE: 1" = 200'

LEGEND

- M MEASURED DIMENSION
- SET IRON
- FOUND IRON
- ⊕ SECTION CORNER

FOR: CLIFFORD BUCK CONSTRUCTION
DESCRIPTIONS: SEE SHEETS 2 AND 3 OF 3

LINE CHART

- L1 S02°16'02"W 33.00'
- L2 S87°43'58"E 37.36'
- L3 N01°27'00"E 33.01'
- L4 S87°07'01"E 100.03'
- L5 S01°27'00"W 150.36'
- L6 N87°08'23"W 100.03'
- L7 N01°27'00"E 117.39'

NOTE:


P.O.C.—POINT OF COMMENCING IS THE NORTHEAST CORNER OF SUPERVISOR'S PLAT OF LONG BEACH NO. 1.

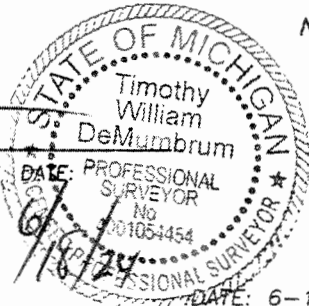
P.O.B.—POINT OF BEGINNING FOR LAND DIVISION PARCEL

DEEDS PREPARED UTILIZING THIS LEGAL DESCRIPTION FOR CONVEYANCES MUST MEET THE REQUIREMENTS OF SECTION 109 PARAGRAPH 3 AND 4 OF P.A. 591 OF 1996.

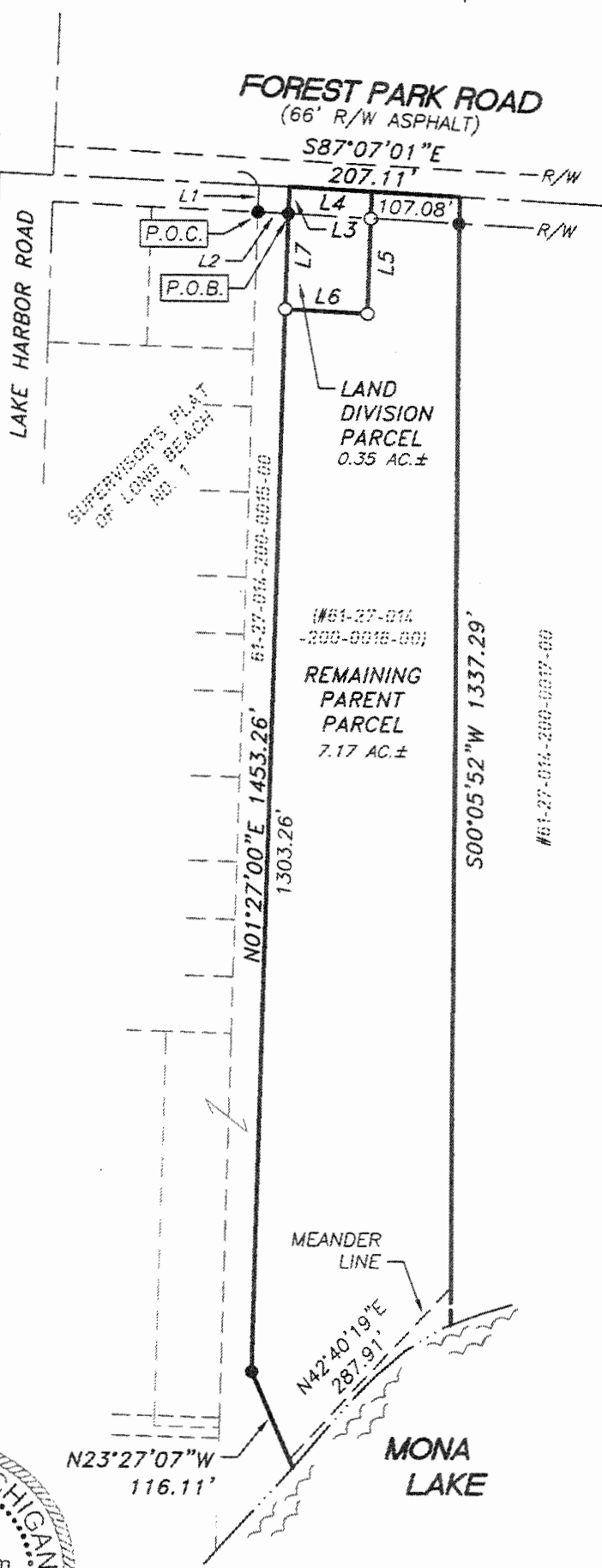
SUBJECT SURVEY SHOULD BE REVIEWED FOR COMPLIANCE WITH LAND DIVISION ACT 591 PA, 1996 AS AMENDED AND ACT 286 PA, 1972 AND CONFORMANCE TO ADOPTED ZONING ORDINANCES.

AS A PROFESSIONAL LAND SURVEYOR OF THE STATE OF MICHIGAN, I DO HEREBY CERTIFY TO CLIFFORD BUCK CONSTRUCTION, THAT TO THE BEST OF MY PROFESSIONAL KNOWLEDGE AND BELIEF, I HAVE SURVEYED THE PROPERTY AS DESCRIBED AND SHOWN HEREIN AND THAT THERE EXISTS NO VISIBLE ENCROACHMENTS ON SAID PROPERTY UNLESS NOTED AND THAT THIS SURVEY WAS PERFORMED IN ACCORDANCE WITH PUBLIC ACT 132 OF 1970, AS AMENDED. THIS SURVEY WAS PERFORMED IN ACCORDANCE WITH A DESCRIPTION FURNISHED BY OTHERS AND SHOULD BE COMPARED TO THE ABSTRACT OF TITLE OR TITLE POLICY FOR ACCURACY, EASEMENTS, OR EXCEPTIONS. THIS SURVEY DOES NOT EXTEND TO ANY UNNAMED PERSON WITHOUT AN EXPRESSED RECERTIFICATION BY THE SURVEYOR. THE RELATIVE POSITIONAL PRECISION OF EACH CORNER SHOWN ON THIS SURVEY IS WITHIN THE LIMITS ACCEPTED BY THE PRACTICE OF PROFESSIONAL SURVEYING. BEARINGS SHOWN ARE REFERENCED TO THE MICHIGAN STATE PLANE COORDINATE SYSTEM, MCS83, (2011) SOUTH ZONE.


TIMOTHY W. DEMUMBRUM
P.S. NO. 54454
2534 BLACK CREEK ROAD
MUSKEGON, MI. 49444
PHONE : (231)777-3447



DATE: 6-18-24
SHEET 1 OF 3



FILE NO: 03862-0022
SCALE: 1" = 200'
SURVEYED BY: MDM/GPB
DRN BY: NSS



WESTSHORE
ENGINEERING & SURVEYING
ENVIRONMENTAL
CERTIFICATE OF SURVEY

FOR: CLIFFORD BUCK CONSTRUCTION

PROPERTY TAX DESCRIPTION:

(PARCEL #61-27-014-200-0016-00)

THE WEST 206.00 FEET OF THE EAST 996.50 FEET OF GOVERNMENT LOT 1, SECTION 14, TOWN 9 NORTH, RANGE 17 WEST, EXCEPT THAT PART OF GOVERNMENT LOT 1 OF SECTION 14, TOWN 9 NORTH, RANGE 17 WEST, CITY OF NORTON SHORES, MUSKEGON COUNTY, MICHIGAN, DESCRIBED AS FOLLOWS:
COMMENCE AT THE NORTHWEST CORNER OF GOVERNMENT LOT 1 OF SECTION 14, TOWN 9 NORTH, RANGE 17 WEST; THENCE SOUTH 89 DEGREES 20 MINUTES EAST ALONG THE NORTH LINE OF GOVERNMENT LOT 1, 315.30 FEET; THENCE SOUTH 0 DEGREES 15 MINUTES EAST ALONG THE EAST LINE OF SUPERVISOR'S PLAT OF LONG BEACH NO. 1, AS RECORDED IN LIBER 12 OF PLATS, PAGE 46, MUSKEGON COUNTY RECORDS, 1509.82 FEET TO THE SOUTHEAST CORNER OF LOT 30 OF SAID PLAT; THENCE SOUTH 89 DEGREES 20 MINUTES EAST ALONG THE EXTENDED SOUTH LINE OF SAID LOT 30, 38.00 FEET, MORE OR LESS, TO THE WEST LINE OF SAID PROPERTY BY DEED RECORDED IN LIBER 241, PAGE 350, MUSKEGON COUNTY RECORDS; THENCE NORTH 0 DEGREES 20 MINUTES 35 SECONDS WEST ALONG SAID WEST LINE OF DEED RECORDED IN LIBER 241, PAGE 350, 56.61 FEET TO THE POINT OF BEGINNING;

THENCE SOUTH 25 DEGREES 14 MINUTES 42 SECONDS EAST 116.11 FEET TO A POINT ON THE MEANDER LINE KNOWN AS POINT "A"; THENCE SOUTH 25 DEGREES 14 MINUTES 42 SECONDS EAST 15 FEET, MORE OR LESS, TO THE SHORE OF MONA LAKE;

RECOMMENCE AT POINT "A"; THENCE SOUTH 43 DEGREES 16 MINUTES 29 SECONDS WEST ALONG A MEANDER LINE 79.87 FEET TO POINT "B"; THENCE SOUTH 0 DEGREES 20 MINUTES 35 SECONDS EAST ALONG THE WEST LINE OF DEED RECORDED IN DEED RECORDED IN LIBER 241, PAGE 350, 10 FEET, MORE OR LESS, TO THE SHORE OF MONA LAKE;

RECOMMENCE AT POINT "B"; THENCE NORTH 0 DEGREES 20 MINUTES 35 SECONDS WEST ALONG THE WEST LINE OF DEED RECORDED IN LIBER 241, PAGE 350, 156.62 FEET TO THE POINT OF BEGINNING;

ALSO EXCEPT THAT PART, IF ANY, INCLUDED IN THE FOLLOWING DESCRIPTION:

THAT PART OF GOVERNMENT LOT 1 OF SECTION 14, TOWN 9 NORTH, RANGE 17 WEST, DESCRIBED AS FOLLOWS:

FOR THE PLACE OF BEGINNING, COMMENCE ON THE NORTH LINE OF SAID GOVERNMENT LOT 1, 315.30 FEET EAST OF THE NORTHWEST CORNER OF SAID LOT 1; THENCE SOUTH 0 DEGREES 15 MINUTES EAST 1721 FEET, MORE OR LESS, TO THE WATER'S EDGE OF MONA LAKE, BEING THE WESTERLY BOUNDARY OF THE LAND HEREIN INTENDED TO BE DESCRIBED:

RECOMMENCE AT THE PLACE OF BEGINNING AND GO IN AN EASTERLY DIRECTION ALONG THE NORTH LINE OF SAID LOT 1, A DISTANCE OF 37.5 FEET, MORE OR LESS, TO THE NORTHWEST CORNER OF THE PROPERTY HERETOFORE SOLD TO HELEN M. HUME AND CONSTANCE H. KOEHLER BY DEED RECORDED IN LIBER 241, PAGE 350, MUSKEGON COUNTY RECORDS; THENCE IN A SOUTHERLY DIRECTION ALONG THE WEST SIDE OF SAID HUME AND KOEHLER PROPERTY TO THE WATER'S EDGE OF MONA LAKE; THENCE IN A WESTERLY DIRECTION ALONG THE SHORE OF SAID MONA LAKE TO INTERSECT SAID WESTERLY BOUNDARY LINE AS HEREINBEFORE DESCRIBED.

LAND DIVISION PARCEL:

A PARCEL OF LAND BEING PART OF THE NORTHEAST 1/4 OF SECTION 14, T9N, R17W, CITY OF NORTON SHORES, MUSKEGON COUNTY, MICHIGAN, DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF SUPERVISOR'S PLAT OF LONG BEACH NO. 1 (PER LIBER 12 OF PLATS, PAGE 46) SAID POINT IS SOUTH 87 DEGREES 43 MINUTES 58 SECONDS EAST, 1657.34 FEET AND SOUTH 02 DEGREES 16 MINUTES 02 SECONDS WEST, 33.01 FEET AND FROM THE NORTH 1/4 CORNER OF SAID SECTION 14, THENCE SOUTH 87 DEGREES 43 MINUTES 58 SECONDS EAST, A DISTANCE OF 37.36 FEET TO THE POINT OF BEGINNING;

THENCE NORTH 01 DEGREE 27 MINUTES 00 SECONDS EAST, A DISTANCE OF 33.01 FEET;
THENCE SOUTH 87 DEGREES 07 MINUTES 01 SECOND EAST, A DISTANCE OF 100.03 FEET;
THENCE SOUTH 01 DEGREE 27 MINUTES 00 SECONDS WEST, A DISTANCE OF 150.36 FEET;
THENCE NORTH 87 DEGREES 08 MINUTES 23 SECONDS WEST, A DISTANCE OF 100.03 FEET;
THENCE NORTH 01 DEGREE 27 MINUTES 00 SECONDS EAST, A DISTANCE OF 117.39 FEET TO THE POINT OF BEGINNING.

PARCEL IS SUBJECT TO THE NORTH 33 FEET, THEREOF FOR COUNTY ROAD PURPOSES.
SAID PARCEL CONTAINS 0.35 ACRES, MORE OR LESS. (ACREAGE IS INCLUSIVE OF RIGHT-OF-WAY)

CONTINUED ON SHEET 3 OF 3



WESTSHORE
ENGINEERING & SURVEYING
ENVIRONMENTAL

CERTIFICATE OF SURVEY

FOR: CLIFFORD BUCK CONSTRUCTION

CONTINUED FROM SHEET 2 OF 3

REMAINING PARENT PARCEL: (PARCEL #61-27-014-200-0016-00 EXCEPT THE LAND DIVISION PARCEL)

THE WEST 206.00 FEET OF THE EAST 996.50 FEET OF GOVERNMENT LOT 1, SECTION 14, TOWN 9 NORTH, RANGE 17 WEST, EXCEPT THAT PART OF GOVERNMENT LOT 1 OF SECTION 14, TOWN 9 NORTH, RANGE 17 WEST, CITY OF NORTON SHORES, MUSKEGON COUNTY, MICHIGAN, DESCRIBED AS FOLLOWS:
COMMENCE AT THE NORTHWEST CORNER OF GOVERNMENT LOT 1 OF SECTION 14, TOWN 9 NORTH, RANGE 17 WEST; THENCE SOUTH 89 DEGREES 20 MINUTES EAST ALONG THE NORTH LINE OF GOVERNMENT LOT 1, 315.30 FEET; THENCE SOUTH 0 DEGREES 15 MINUTES EAST ALONG THE EAST LINE OF SUPERVISOR'S PLAT OF LONG BEACH NO. 1, AS RECORDED IN LIBER 12 OF PLATS, PAGE 46, MUSKEGON COUNTY RECORDS, 1509.82 FEET TO THE SOUTHEAST CORNER OF LOT 30 OF SAID PLAT; THENCE SOUTH 89 DEGREES 20 MINUTES EAST ALONG THE EXTENDED SOUTH LINE OF SAID LOT 30, 38.00 FEET, MORE OR LESS, TO THE WEST LINE OF SAID PROPERTY BY DEED RECORDED IN LIBER 241, PAGE 350, MUSKEGON COUNTY RECORDS; THENCE NORTH 0 DEGREES 20 MINUTES 35 SECONDS WEST ALONG SAID WEST LINE OF DEED RECORDED IN LIBER 241, PAGE 350, 56.61 FEET TO THE POINT OF BEGINNING;

THENCE SOUTH 25 DEGREES 14 MINUTES 42 SECONDS EAST 116.11 FEET TO A POINT ON THE MEANDER LINE KNOWN AS POINT "A"; THENCE SOUTH 25 DEGREES 14 MINUTES 42 SECONDS EAST 15 FEET, MORE OR LESS, TO THE SHORE OF MONA LAKE;
RECOMMENCE AT POINT "A"; THENCE SOUTH 43 DEGREES 16 MINUTES 29 SECONDS WEST ALONG A MEANDER LINE 79.87 FEET TO POINT "B"; THENCE SOUTH 0 DEGREES 20 MINUTES 35 SECONDS EAST ALONG THE WEST LINE OF DEED RECORDED IN DEED RECORDED IN LIBER 241, PAGE 350, 10 FEET, MORE OR LESS, TO THE SHORE OF MONA LAKE;

RECOMMENCE AT POINT "B"; THENCE NORTH 0 DEGREES 20 MINUTES 35 SECONDS WEST ALONG THE WEST LINE OF DEED RECORDED IN LIBER 241, PAGE 350, 156.62 FEET TO THE POINT OF BEGINNING;

ALSO EXCEPT THAT PART, IF ANY, INCLUDED IN THE FOLLOWING DESCRIPTION:

THAT PART OF GOVERNMENT LOT 1 OF SECTION 14, TOWN 9 NORTH, RANGE 17 WEST, DESCRIBED AS FOLLOWS:

FOR THE PLACE OF BEGINNING, COMMENCE ON THE NORTH LINE OF SAID GOVERNMENT LOT 1, 315.30 FEET EAST OF THE NORTHWEST CORNER OF SAID LOT 1; THENCE SOUTH 0 DEGREES 15 MINUTES EAST 1721 FEET, MORE OR LESS, TO THE WATER'S EDGE OF MONA LAKE, BEING THE WESTERLY BOUNDARY OF THE LAND HEREIN INTENDED TO BE DESCRIBED;

RECOMMENCE AT THE PLACE OF BEGINNING AND GO IN AN EASTERLY DIRECTION ALONG THE NORTH LINE OF SAID LOT 1, A DISTANCE OF 37.5 FEET, MORE OR LESS, TO THE NORTHWEST CORNER OF THE PROPERTY HERETOFORE SOLD TO HELEN M. HUME AND CONSTANCE H. KOEHLER BY DEED RECORDED IN LIBER 241, PAGE 350, MUSKEGON COUNTY RECORDS; THENCE IN A SOUTHERLY DIRECTION ALONG THE WEST SIDE OF SAID HUME AND KOEHLER PROPERTY TO THE WATER'S EDGE OF MONA LAKE; THENCE IN A WESTERLY DIRECTION ALONG THE SHORE OF SAID MONA LAKE TO INTERSECT SAID WESTERLY BOUNDARY LINE AS HEREINBEFORE DESCRIBED.

EXCEPT A PARCEL DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF SUPERVISOR'S PLAT OF LONG BEACH NO. 1 (PER LIBER 12 OF PLATS, PAGE 46) SAID POINT IS SOUTH 87 DEGREES 43 MINUTES 58 SECONDS EAST, 1657.34 FEET AND SOUTH 02 DEGREES 16 MINUTES 02 SECONDS WEST, 33.01 FEET AND FROM THE NORTH 1/4 CORNER OF SAID SECTION 14, THENCE SOUTH 87 DEGREES 43 MINUTES 58 SECONDS EAST, A DISTANCE OF 37.36 FEET TO THE POINT OF BEGINNING;

THENCE NORTH 01 DEGREE 27 MINUTES 00 SECONDS EAST, A DISTANCE OF 33.01 FEET;
THENCE SOUTH 87 DEGREES 07 MINUTES 01 SECOND EAST, A DISTANCE OF 100.03 FEET;
THENCE SOUTH 01 DEGREE 27 MINUTES 00 SECONDS WEST, A DISTANCE OF 150.36 FEET;
THENCE NORTH 87 DEGREES 08 MINUTES 23 SECONDS WEST, A DISTANCE OF 100.03 FEET;
THENCE NORTH 01 DEGREE 27 MINUTES 00 SECONDS EAST, A DISTANCE OF 117.39 FEET TO THE POINT OF BEGINNING.

PARCEL CONTAINS 7.17 ACRES OF LAND, MORE OR LESS. (ACREAGE IS CALCULATED TO THE MEANDER LINE, BUT IS INCLUSIVE OF RIGHT-OF-WAY)



August 5, 2024

Planning Commission Meeting of August 13, 2024
SUBJECT: Land Division
1252 E. Ellis Road, Leanne Wood

Chairman and Members
of the
Planning Commission

Ladies and Gentlemen:

Leanne Wood, the property owner, is requesting a land division at 1252 E. Ellis Road. The new parcel meets the minimum lot requirements per the City's zoning ordinance. The resultant parcel does exceed the 1:3 width to depth ratio, however, the proposed land division will not increase that ratio.

The Planning Commission may use the attached resolution in making a recommendation to the City Council regarding this request.

Sincerely,

Ted Woodcock
Planning and Zoning Administrator

Attachment

RESOLUTION

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission hereby recommends to the City Council that permission be granted/denied to Leanne Wood, the property owner, to divide the property at 1252 E. Ellis Road to create a new parcel.

At a meeting of the Planning Commission of the City of Norton Shores, held at the Norton Shores Branch Library, 705 Seminole Road, on the 13th day of August 2024, the foregoing resolution was moved for adoption by Commissioner. The motion was supported by Commissioner.

Ayes:

Nays:

Excused:

Resolution declared adopted/denied.

Lexi Stibitz, Deputy Clerk



August 5, 2024

TO: Planning Commission Members

FROM: Ted Woodcock, Planning and Zoning Administrator

SUBJECT: Land Division Request, 1252 E. Ellis Road

Following please find comments regarding the Land Division request:

MASTER PLAN

The current zoning of the property is Planned Unit Development (PUD). The Master Plan has this parcel designated as “Regional Commercial.” The surrounding properties are zoned either C-3 Major Commercial or Planned Unit Development (PUD), including the Ellis Landings Manufactured Home Community on the south side of E. Ellis Road. All surrounding parcels are designated as “Regional Commercial” in the City’s Master Plan. The subject parcel was changed from C-3 Major Commercial to PUD at the July 2, 2024 City Council meeting.

LAND USE & COMMENTS

The land division request would create another lot. The split parcel will meet the 1:3 width-to-depth ratio, while the “remainder parcel” currently violates the ratio, however, it will not make the ratio more non-conforming. The newly created parcel is 132.46 feet wide by 339.01 feet in depth, which is 1.05 acres. The PUD zoning district has no minimum lot frontage or size, nor any setback requirements.

	Planned Unit Development (PUD)	New Parcel	Remainder Parcel
<i>Minimum lot area</i>	-	1.05 acres	6.45 acres
<i>Minimum lot width (ft.)</i>	-	132.46 ft.	263.50 ft.
<i>Front yard setback (ft.)</i>	-	107.69 ft.	N/A – vacant
<i>Side yard setback (ft.)</i>	-	21.78 ft./ 40 ft.	N/A – vacant
<i>Rear yard setback (ft.)</i>	-	Approx. 190 ft.	N/A – vacant
<i>Maximum lot coverage</i>	-	< 25%	N/A – vacant

GI General Industrial	20,000	150	2	50	45	20	40	25	—	50%
PURD Planned Res. Dev. (j)	5 AC		2	30				25	—	25%
PUD Planned Unit Dev. (j)	0 AC		2	30					—	25%
SUD Special Use Dev. (j), (g)										

(Ord. No. 369, art 8, 6-26-1981; Ord. No. 831, § 1, 3-1-2022)



**NORTON
SHORES**

IT'S IN OUR NATURE.

LAND DIVISION REQUEST APPLICATION

Land division requests require review and approval by both the Planning Commission and City Council. The Planning Commission will review the request at their meeting and make a recommendation to the City Council, who will then make the final decision. Applicants must provide the City Planner with four (4) copies of the survey for the proposed land division for staff review. This drawing should include any applicable information as required in the City's Lot Division Ordinance. If the property to be divided contains any structures (i.e. home, accessory structure), those structures and setbacks from property lines must be shown on the submitted survey. Applicants are encouraged to discuss their request with City staff prior to submission.

The submission deadline is three (3) weeks prior to the next Planning Commission meeting.

DATE: 7/23/24

ADDRESS OF PROPOSED DIVISION: 1252 E ELLIS Rd NS, 4944

PARCEL NUMBER: 61-27-116-400-0013-00

APPLICANT NAME: Leanne Wood

APPLICANT PHONE #: 231-740-9231

APPLICANT EMAIL: leanne.turrell@gmail.com

APPLICANT SIGNATURE(S):

Suzanne Wood

7/23/24

**Please note that all affected property owners must sign.

FOR OFFICE USE ONLY

DATE RECEIVED:

SURVEY SUBMITTED:

4 COPIES SUBMITTED:

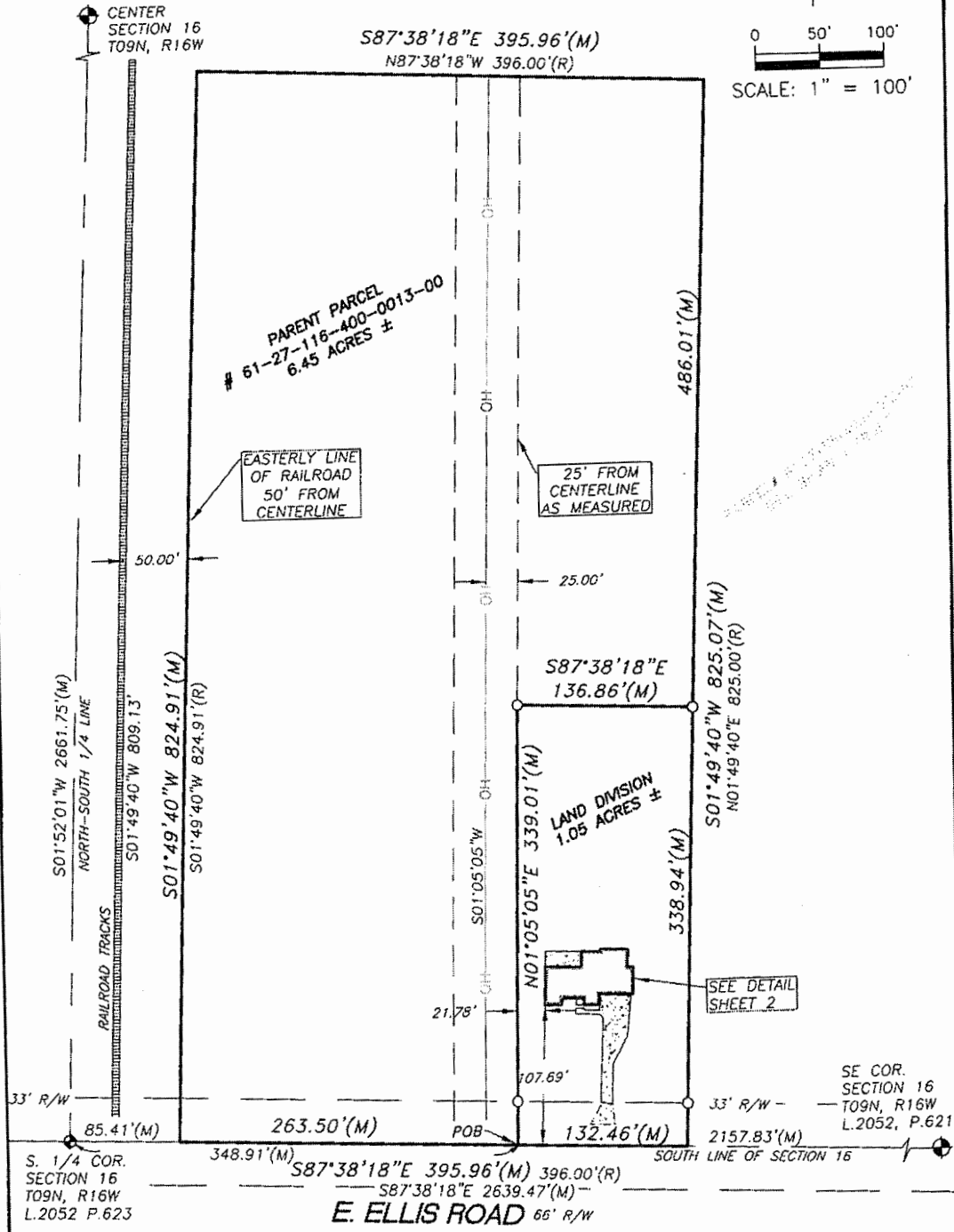
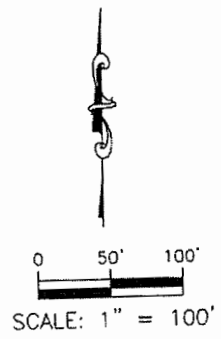
FEE PAID:



WESTSHORE ENGINEERING & SURVEYING ENVIRONMENTAL CERTIFICATE OF SURVEY

FOR: LEANNE WOOD

DESCRIPTIONS: SEE SHEETS 2 & 3



S. 1/4 COR.
SECTION 16
T09N, R16W
L.2052 P.623

SE COR.
SECTION 16
T09N, R16W
L.2052, P.621

LEGEND

M	MEASURED DIMENSION
R	RECORD DIMENSION
POB	POINT OF BEGINNING
○	SET IRON
●	FOUND IRON
⊙	SECTION CORNER

DEEDS PREPARED UTILIZING THIS LEGAL DESCRIPTION FOR CONVEYANCES MUST MEET THE REQUIREMENTS OF SECTION 109 PARAGRAPH 3 AND 4 OF P.A. 591 OF 1996.

SUBJECT SURVEY SHOULD BE REVIEWED FOR COMPLIANCE WITH LAND DIVISION ACT 591 PA. 1996 AS AMENDED AND ACT 286 PA. 1972 AND CONFORMANCE TO ADOPTED ZONING ORDINANCES.

FILE NO: 02024-0078
SCALE: 1" = 100'
SURVEYED BY: JJK/GJD
DRN BY: MMT

DATE: 07/22/24
SHEET 1 OF 3



WESTSHORE
ENGINEERING & SURVEYING
ENVIRONMENTAL

CERTIFICATE OF SURVEY

FOR: LEANNE WOOD

REMAINING PARENT PARCEL:

COMMENCE AT THE INTERSECTION OF THE SOUTH LINE OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 AND THE EAST LINE OF PERE MARQUETTE RAILROAD RIGHT OF WAY, OF SECTION 16, TOWN 9 NORTH, RANGE 16 WEST, CITY OF NORTON SHORES, MUSKEGON COUNTY, MICHIGAN, FOR PLACE OF BEGINNING; THENCE EAST ALONG SOUTH LINE OF SAID SOUTHWEST 1/4 24 RODS; THENCE NORTH PARALLEL TO THE CENTER LINE OF PERE MARQUETTE RAILROAD 50 RODS; THENCE WEST PARALLEL TO THE SOUTH LINE OF SAID SOUTHWEST 1/4 24 RODS TO THE EAST LINE OF PERE MARQUETTE RAILROAD RIGHT OF WAY; THENCE SOUTH ALONG EAST LINE OF RAILROAD RIGHT OF WAY 50 RODS TO PLACE OF BEGINNING.

EXCEPT:

A PARCEL OF LAND THE BEING PART OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 16, TOWN 9 NORTH, RANGE 16 WEST, CITY OF NORTON SHORES, MUSKEGON COUNTY, MICHIGAN, COMMENCING AT THE SOUTH 1/4 CORNER OF SAID SECTION; THENCE SOUTH 87 DEGREES 38 MINUTES 18 SECONDS EAST, ALONG THE SOUTH LINE OF SECTION 16, A DISTANCE OF 348.91 FEET TO THE POINT OF BEGINNING;

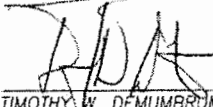
THENCE NORTH 01 DEGREE 05 MINUTES 05 SECONDS EAST, PARALLEL TO THE CENTERLINE OF THE POWER LINE, A DISTANCE OF 339.01 FEET;
THENCE SOUTH 87 DEGREES 38 MINUTES 18 SECONDS EAST, PARALLEL WITH THE SOUTH LINE OF SAID SECTION, A DISTANCE OF 136.86 FEET;

THENCE SOUTH 01 DEGREE 49 MINUTES 40 SECONDS WEST, A DISTANCE OF 338.94 FEET TO THE SOUTH LINE OF SAID SECTION;
THENCE NORTH 87 DEGREES 38 MINUTES 18 SECONDS WEST, ALONG THE SOUTH LINE OF SAID SECTION A DISTANCE OF 132.46 FEET TO THE POINT OF BEGINNING.

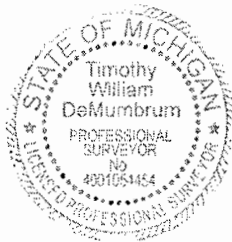
SUBJECT TO A 33.00 FEET RIGHT OF WAY FOR E. ELLIS ROAD, ALSO SUBJECT TO ANY AND ALL EASEMENTS, RESTRICTIONS, OR RESERVATIONS OF RECORD OR APPARENT THEREOF. SAID PARCEL CONTAINS 6.45 ACRES MORE OR LESS.

CERTIFICATION:

AS A PROFESSIONAL LAND SURVEYOR OF THE STATE OF MICHIGAN, I DO HEREBY CERTIFY THAT TO THE BEST OF MY PROFESSIONAL KNOWLEDGE AND BELIEF, I HAVE SURVEYED THE PROPERTY AS DESCRIBED AND SHOWN HEREIN AND THAT THERE EXISTS NO VISIBLE ENCROACHMENTS ON SAID PROPERTY UNLESS NOTED AND THAT THIS SURVEY WAS PERFORMED IN ACCORDANCE WITH PUBLIC ACT 132 OF 1970, AS AMENDED. THIS SURVEY WAS PERFORMED IN ACCORDANCE WITH A DESCRIPTION FURNISHED BY OTHERS AND SHOULD BE COMPARED TO THE ABSTRACT OF TITLE OR TITLE POLICY FOR ACCURACY, EASEMENTS, OR EXCEPTIONS. THIS SURVEY DOES NOT EXTEND TO ANY UNNAMED PERSON WITHOUT AN EXPRESSED RECERTIFICATION BY THE SURVEYOR. THE RELATIVE POSITIONAL PRECISION OF EACH CORNER SHOWN ON THIS SURVEY IS WITHIN THE LIMITS ACCEPTED BY THE PRACTICE OF PROFESSIONAL SURVEYING. BEARINGS SHOWN ARE REFERENCED TO THE MICHIGAN STATE PLANE COORDINATE SYSTEM, MCS83, (2011) SOUTH ZONE.


TIMOTHY W. DEMUMBRUM
P.S. NO. 54454
2534 BLACK CREEK ROAD
MUSKEGON, MI. 49444
PHONE : (231)777-3447

DATE:
7/22/24



DATE: 07/22/24
SHEET 3 OF 3