



AGENDA

11c

4814 Henry Street Norton Shores, Michigan 49441 www.nortonshores.org

DATE

2-18-2020

February 12, 2020

Council Meeting of February 18, 2020

SUBJECT: Special Use Permit
3524 Green Street

The Honorable Mayor
and
Members of the City Council

Ladies and Gentlemen:

Port City Construction is requesting a Special Use Permit to relocate their headquarters to 3524 Green Street. The property is currently zoned C-2 General Retail Commercial. A Special Use Permit is being requested due to the nature of the proposed uses on the property. The applicant has indicated that there will be some administrative offices, as well as indoor storage of construction materials.

The Planning Commission reviewed this request at their February 11, 2020 meeting and unanimously recommended the special use permit be granted due to the use of the building remaining commercial and the low intensity of the proposed use. A prepared resolution is attached for the Council's use.

Respectfully submitted,

Mark C. Meyers
City Administrator

MCM/tsw
Attachment

Administration/City Clerk (231) 798-4391	Assessing Division (231) 799-6806	Building Division (231) 799-6801	Finance/Treasurer (231) 799-6805	Fire Prevention (231) 799-6809	Fire Department (231) 798-2255
Parks/Recreation (231) 799-6802	Planning/Zoning (231) 799-6800	Police Department (231) 733-2691	Public Works (231) 799-6803	Streets Division (231) 798-2156	Water/Sewer (231) 799-6804

RESOLUTION

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby grants/denies the Special Use Permit to Port City Construction for office and indoor storage uses at 3524 Green Street.

At a regular meeting of the City Council of the City of Norton Shores, held at the Norton Shores Branch Library, 705 Seminole Road, on the 18th day in February 2020, the foregoing resolution was moved for adoption by Council Member . The motion was supported by Council Member .

Ayes:

Nays:

Excused:

Resolution declared adopted/denied.

Shelly Stibitz, City Clerk



Internal Memo

February 12, 2020

TO: City Council Members

FROM: Ted Woodcock, Planning and Zoning Administrator TSW

SUBJECT: Special Use Permit Request, 3524 Green Street

Following please find comments regarding the Land Division request of the parcel at 3524 Green Street

MASTER PLAN

The Master Plan is an approved document that is updated generally every five (5) years. The Plan and its subsequent updates allow for City Council to review the land uses and intentions of parcels of land in the City of Norton Shores. Essentially, the Master Plan is the vision for the City. There can be differences between the approved Master Plan and the current zoning of parcels. This is important as this request is for a commercial use in a commercial district but within a residentially-designated area of the Master Plan.

Currently the property is designated as "Medium Density Residential" in the approved Master Plan. The surrounding properties are also designated as "Medium Density Residential". There are actually a few commercially zoned properties in this area of the City, including the property at 3524 Green Street. Although the property has the "Medium Density Residential" designation, the proposed land use would be consistent with its current zoning district, which is C-2 General Retail Commercial.

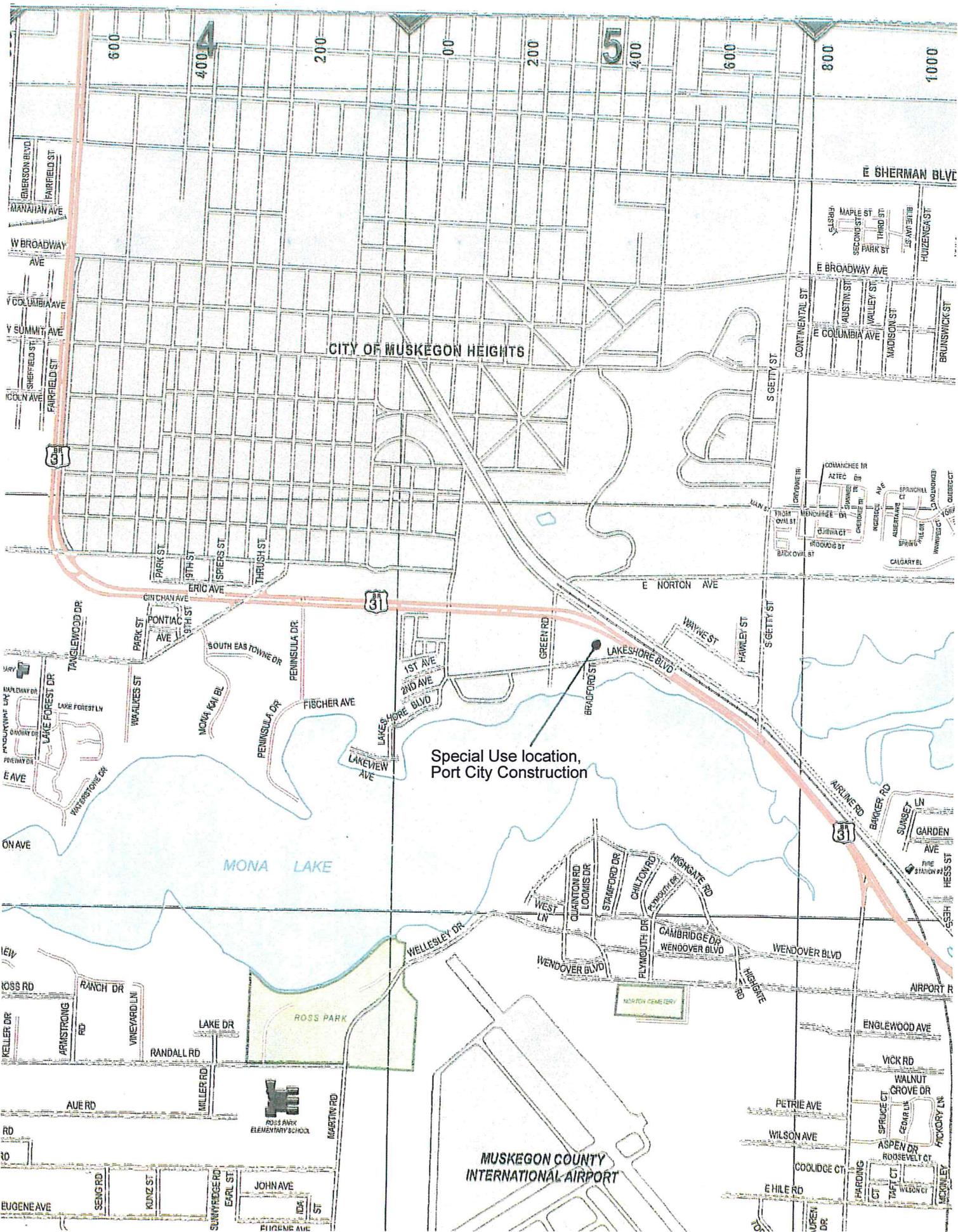
LAND USE

As aforementioned, the property is currently zoned as C-2 General Retail Commercial. There is another commercial building directly west of the parcel in question. Both commercially zoned parcels are surrounded by higher density single family homes along Lakeshore Blvd. These residences are zoned R-1 Single Family Residential, which is denser than what "Medium Density Residential" calls for. The building has been commercially zoned and used for commercial purposes for at least five decades according to City records. Therefore, I believe that the requested Special Use Permit would be consistent with what the building has been used for in the past, even with a different Master Plan designation.

COMMENTS

There is an existing building on the parcel which will be renovated by Port City Construction to meet their needs. Because there is an existing building, there is no site plan to review as landscaping, parking, and other site work was previously completed.

The Planning Commission reviewed the Special Use Permit request at their February 11, 2020 meeting and unanimously recommended approval due to the use of the existing building remaining commercial, and the low intensity of the use. Intensity references the amount of traffic a business generates, as well as how the land is used. Offices and storage are considered low intensity uses as they do not generate a lot of extra traffic unlike retail or industrial uses.



CITY OF MUSKEGON HEIGHTS

Special Use location,
Port City Construction

MUSKEGON COUNTY
INTERNATIONAL AIRPORT

ROSS PARK
ELEMENTARY SCHOOL

MONA LAKE


Muskegon County
Property Viewer Map

Type a Map Title Here

Type a Note for the map print here



Scale: 1 to 2,068

Notice: Muskegon County and Muskegon County GIS makes no warranty, expressed or implied, regarding the accuracy, completeness, or usefulness of the information presented. Muskegon County assumes no responsibility for errors that arise from the use of this information.

MUSKEGON COUNTY



Map by Muskegon County GIS
141 E. Apple Ave, Muskegon, MI 49445
P: 231-724-4458 F: 231-724-1129

www.muskegoncountygis.org

Printed from the Muskegon County
GIS Property Viewer

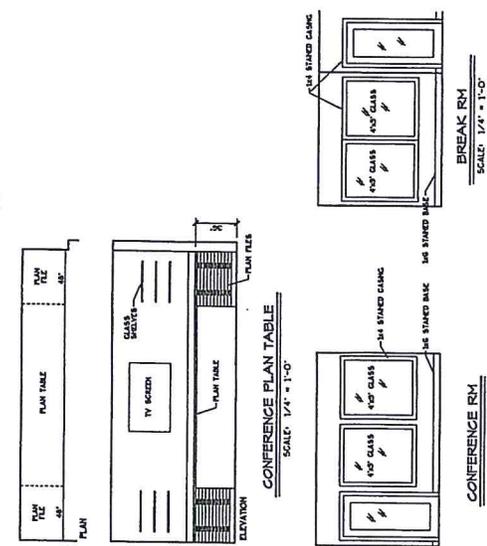
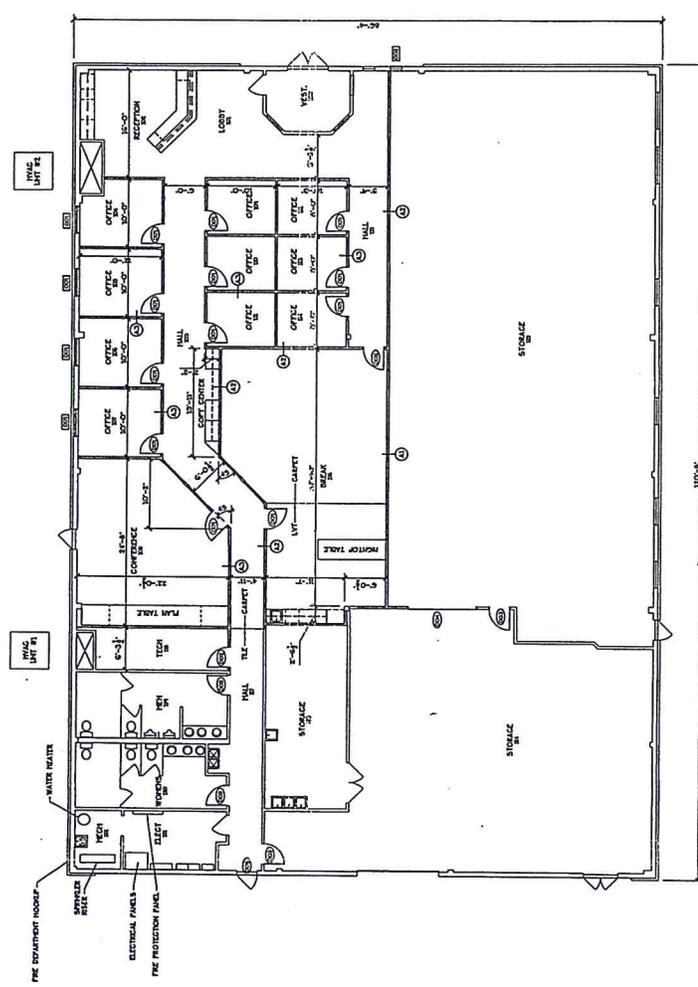
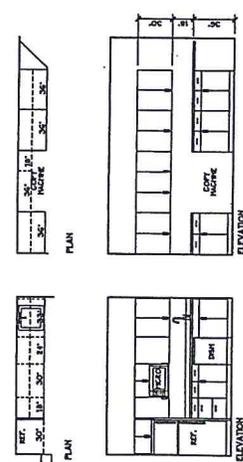
Map Printed 2/4/2020



- WALL TYPES:**
- 1. Full Height Wall
 - One layer 5/8" gypsum board each side
 - Provide acoustic batt insulation to fill cavity - R13 Minimum
 - 2. Full Height Wall @ 18" O.C.
 - One layer 5/8" gypsum board each side
 - Provide acoustic batt insulation to fill cavity - R13 Minimum
 - 3. 1/2" High Wall
 - 2x4 metal studs @ 18" O.C.
 - One layer 5/8" gypsum board each side
 - Provide acoustic batt insulation to fill cavity - R13 Minimum

- DOOR TYPES:**
- 1. Interior Door: Wood Full 3'-0" x 7'-0"
 - 2. Interior Door: Wood 3'-0" x 7'-0"
 - 3. Interior Door: Hollow Metal 3'-0" x 7'-0" (30 min. rating)
 - 4. Interior Door: Rolling Garage 10'-0" x 10'-0" (30 min. rating)
 - 5. Interior Door: New Door Slab, Wood 3'-0" x 7'-0" (V.L.F.)
 - 6. Replace Door Hardware
- WINDOW TYPES:**
- 1. Inset New 4'-0" x 3'-6 1/4" Window
 - 2. Remove Existing Window / Frame New Wall

- WOMEN'S & MEN'S RESTROOM NOTES**
- *Replace as the Following
 - Total Partitions
 - Pumbing / Fixtures
 - Total Accessories
 - Total Ceiling
 - *New Lay-in Ceiling
 - *New Tiled Floor
 - *New Tiled Walls (8'-0" High)

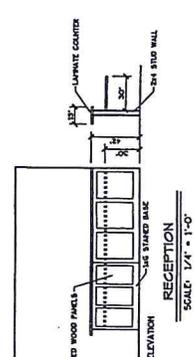
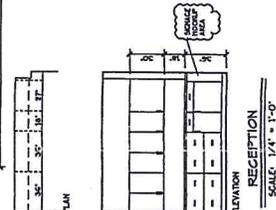


ROOM FINISH SCHEDULE

ROOM #	ROOM NAME	PAINTED	CEILING	FLOOR	WALLS	GLASS	TRIM
100	RECEPTION	X	X	X	X	X	X
101	OFFICE	X	X	X	X	X	X
102	OFFICE	X	X	X	X	X	X
103	OFFICE	X	X	X	X	X	X
104	OFFICE	X	X	X	X	X	X
105	OFFICE	X	X	X	X	X	X
106	OFFICE	X	X	X	X	X	X
107	OFFICE	X	X	X	X	X	X
108	OFFICE	X	X	X	X	X	X
109	OFFICE	X	X	X	X	X	X
110	OFFICE	X	X	X	X	X	X
111	OFFICE	X	X	X	X	X	X
112	OFFICE	X	X	X	X	X	X
113	OFFICE	X	X	X	X	X	X
114	OFFICE	X	X	X	X	X	X
115	OFFICE	X	X	X	X	X	X
116	OFFICE	X	X	X	X	X	X
117	HALL	X	X	X	X	X	X
118	RESTROOM	X	X	X	X	X	X
119	RESTROOM	X	X	X	X	X	X
120	RESTROOM	X	X	X	X	X	X
121	RESTROOM	X	X	X	X	X	X
122	RESTROOM	X	X	X	X	X	X
123	RESTROOM	X	X	X	X	X	X
124	RESTROOM	X	X	X	X	X	X
125	RESTROOM	X	X	X	X	X	X
126	RESTROOM	X	X	X	X	X	X
127	RESTROOM	X	X	X	X	X	X
128	RESTROOM	X	X	X	X	X	X
129	RESTROOM	X	X	X	X	X	X
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196	RESTROOM	X	X	X	X	X	X
197	RESTROOM	X	X	X	X	X	X
198	RESTROOM	X	X	X	X	X	X
199	RESTROOM	X	X	X	X	X	X
200	RESTROOM	X	X	X	X	X	X

CODES USED:
 MICHIGAN REHABILITATION CODE FOR EXISTING BUILDINGS 2015
 MICHIGAN ELECTRICAL CODE 2014
 MICHIGAN PLUMBING CODE 2015
 MICHIGAN MECHANICAL CODE 2015
 ICC/ANSI A117.1-2009

Use Chicago B & S Construction
 Total Building Square Foot = 10,418
 Area of Business "Renovation" = 4,216
 Area of Business "New Construction" = 6,202
 # of Occupants Business = 43
 # of Occupants Storage = 21



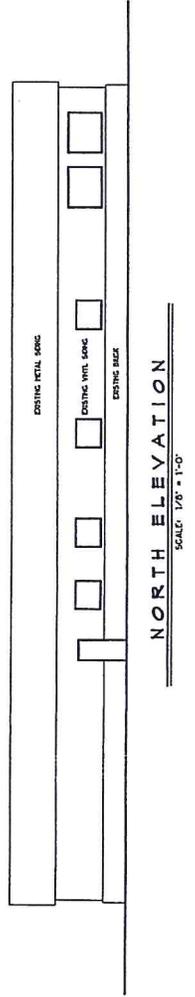
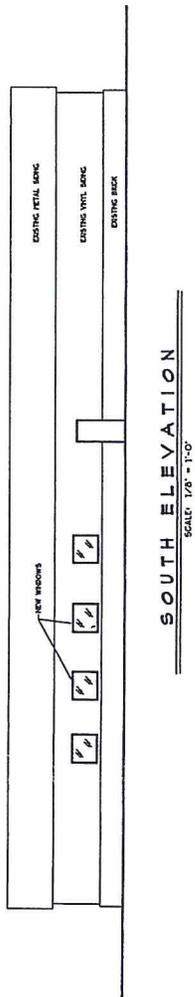
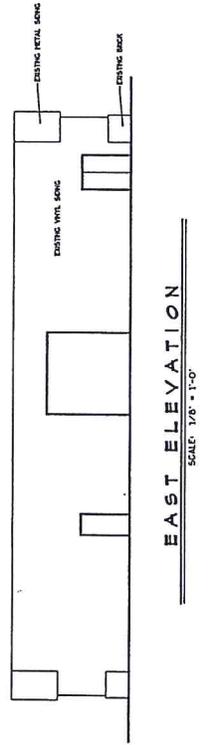
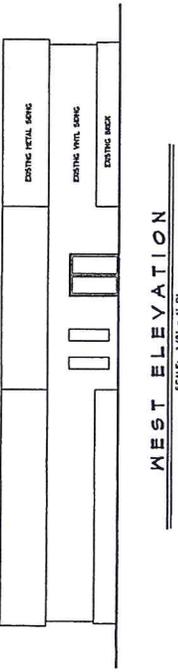
DATE	BY	REVISION

PORT CITY CONSTRUCTION
MUSKEGON, MICHIGAN

JOHN GRACE / PORT CITY CONSTRUCTION
3524 GREEN ST. NORTON SHORES, MI 49444

ELEVATIONS

A2



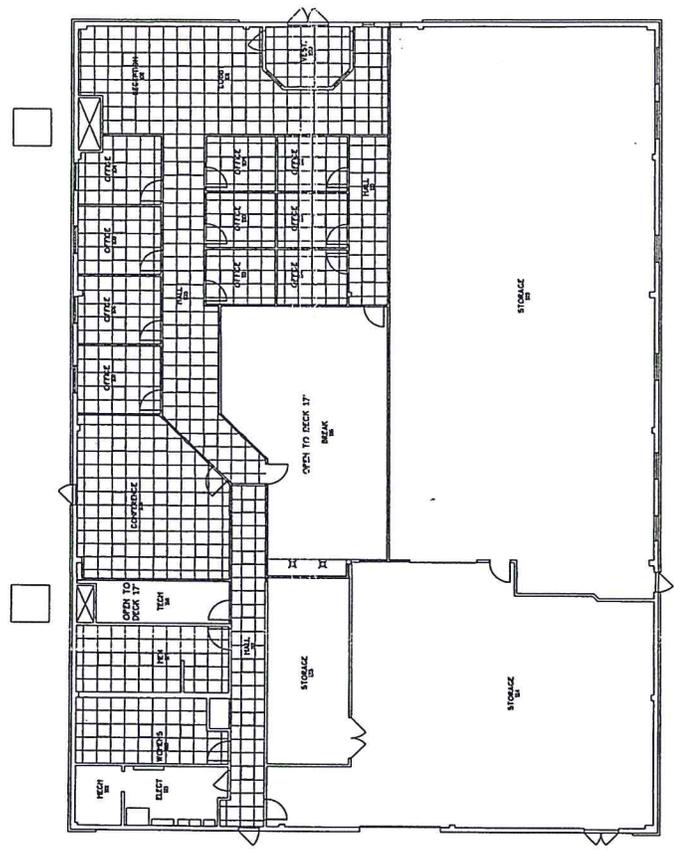
DATE	DESCRIPTION

PORT CITY CONSTRUCTION
MUSKEGON, MICHIGAN

JOHN GRACE / PORT CITY CONSTRUCTION
3524 GREEN ST. NORTON SHORES, MI 49444

CEILING PLAN

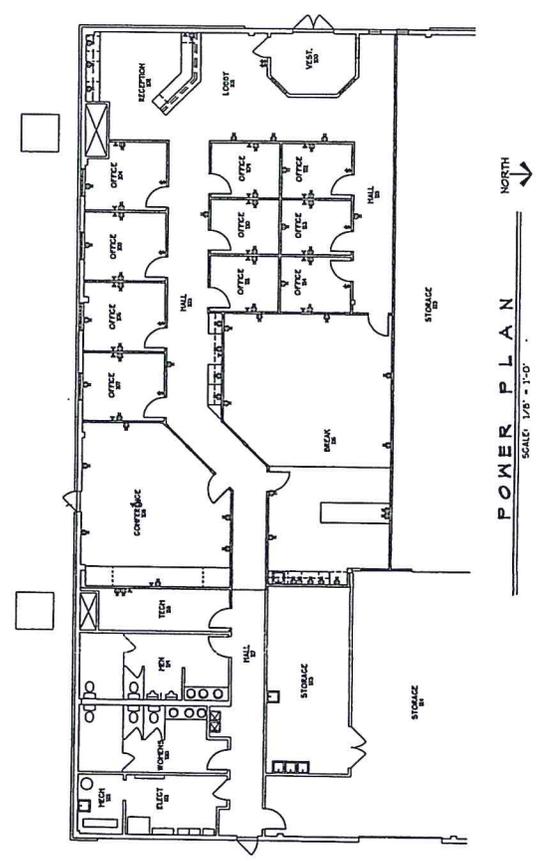
A3



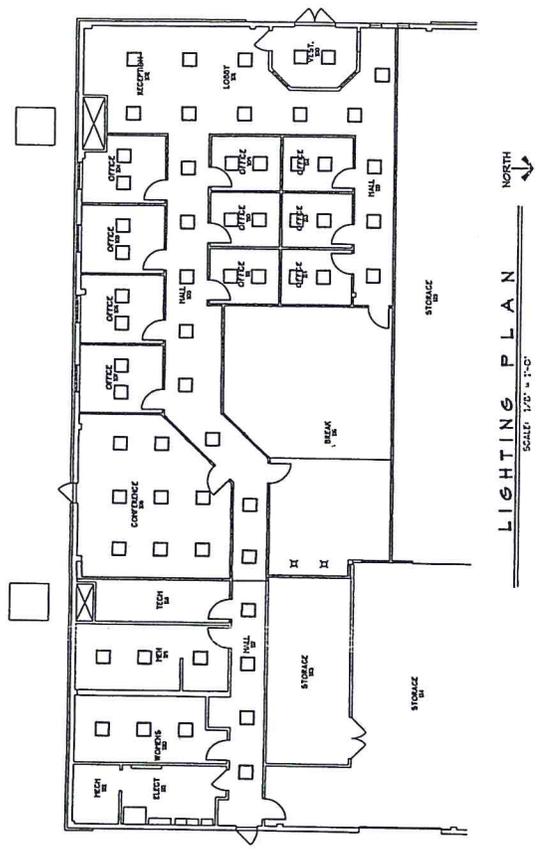
CEILING PLAN

SCALE: 1/8" = 1'-0"

DATE	SCALE	REVISIONS



POWER PLAN
 SCALE: 1/8" = 1'-0"



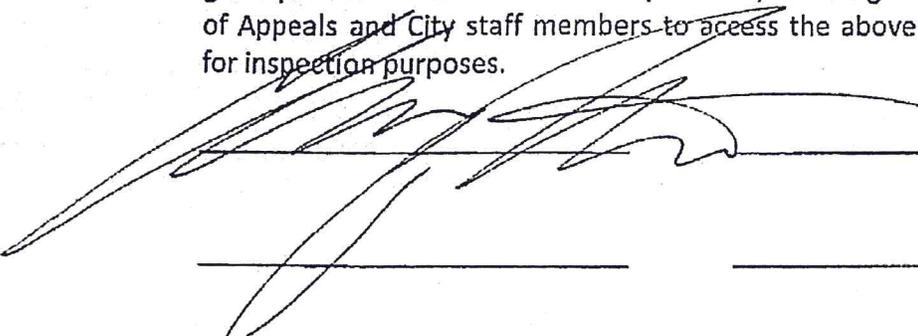
LIGHTING PLAN
 SCALE: 1/8" = 1'-0"

CITY OF NORTON SHORES
4814 HENRY STREET
NORTON SHORES, MICHIGAN 49441

SPECIAL USE PERMIT

1. OWNER(s): Clay Patter PHONE NUMBER: 616-915-3353
2. EMAIL clay@johngrace.com FAX _____
3. ARCHITECT/ENGINEER In House PH. # _____
4. APPLICABLE PARCEL ADDRESS: 61-27-630-001-0011-00
5. PRESENT ZONING: C-2
6. PRESENT USE: Assembly
7. PROPOSED DEVELOPMENT: Renovating to accommodate
construction company operations.

I (we) swear and attest that I (we) are owners of the above parcel of property and the information is true and accurate according to my (our) knowledge. I (we) also grant permission to authorized City Council, Planning Commission, Zoning Board of Appeals and City staff members to access the above referenced site address for inspection purposes.



ALL OWNER/APPLICANTS MUST SIGN