CITY OF NORTON SHORES
PLANNING COMMISSION MEETING
January 14, 2020

AGENDA 3a
DATE 2-11-2020

A regular meeting of the Norton Shores Planning Commission was called to order on Tuesday, January 14, 2020 at 5:30 p.m. in the community room of the Norton Branch Library, 705 Seminole Road.

Present: Chairman Westgate and Commissioners Carroll, Drier, Lowe, Otto, Sipovic, Trygstad; also, Ted Woodcock, Shelly Stibitz, Doug Hughes, Jerry Bartoszek and Matt Anderson

Absent: Commissioners Bush and Morano

20-P01 Minutes

Commissioner Trygstad moved to approve the minutes of the November 12, 2019 Planning Commission meeting. The motion was supported by Commissioner Otto and carried unanimously.

19-P02 Land Division – 495 E. Pontaluna Road, Valk

The clerk certified the January 6, 2020 mailing of notices. A public hearing was held. Kathryn Candela and her son Dominic McFee, 2647 Shadow Pine Drive, Fruitport, MI, explained to Commissioners that they are interested in building a home on the new lot if a land division for property at 495 E. Pontaluna Road is approved. A public hearing was held at which adjacent property owners Ann VanderSchaaf, 6720 Wood Road, and Lori Tilden, 563 E. Pontaluna Road, asked for clarification on where the split was in relation to their home(s) and where on the new parcel the intended home would be situated.

Commissioner Trygstad made a motion to recommend to the City Council that permission be granted to John & Rebecca Valk to divide the property at 495 E. Pontaluna Road to create one (1) new parcel based for the following reason: 1) The new parcel would be well within the minimum lot size and width requirements. The motion was supported by Commissioner Carroll and carried unanimously.

Zoning Ordinance Draft Amendments

Zoning Administrator Ted Woodcock brought forward draft amendments to the Zoning Ordinance for discussion related to language, Section 48-120, and dimensions, Section 48-1081. Section 120(b)(1) changing two sentences from directing plan submissions to the planning commission to submission to the zoning administrator or their designee. These changes were suggested by the Michigan Economic Development Committee during review of the City's Redevelopment Ready Community certification. At the request of the dual Planning Commission/Zoning Board of Appeals member following two recent requests for variances to the size of accessory structures, the Zoning Administrator is recommending that Section 48-1081 be amended to a sliding scale in determining maximum size of one of the two allowable accessory structures per property. Draft recommendations to Section (3) include a scale from 1,000 to 2,000 square feet based on the size of the parcel; and, Section (5) setting the maximum height

for detached accessory structures greater than 1,250 square feet at 16 feet. Consensus among the Planning Commissioners was to continue with the amendments to the Zoning Ordinance.

20-P03 <u>March Meeting Date</u>

Commissioner Drier made a motion to approve rescheduling the March Planning Commission meeting to Monday, March 9, 2020 due to a conflict with the presidential primary election. The motion was supported by Commissioner Lowe and carried unanimously.

Meeting adjourned at 5:49 pm.

Shelly Stibitz

Shelly Stibitz, City Clerk