



June 3, 2020

SUBJECT: Land Division  
4155 Dunes Parkway

Chairman and Members  
of the  
Planning Commission

Ladies and Gentlemen:

Anthony Nanna, a representative of the Sass Trust, has requested to divide the parcel located at 4155 Dunes Parkway to create one (1) new parcel. The newly created parcel will have frontage on Dunes Parkway and will meet the minimum dimensional requirements of the Zoning Ordinance for the R-3 Single Family Residential zoning district.

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

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 Planning Commission hereby recommends to the City Council that permission be granted/denied to Anthony Nanna, on behalf of the Sass Trust, to divide the property at 4155 Dunes Parkway to create one (1) new parcel.

At a regular meeting of the Planning Commission of the City of Norton Shores, held remotely, on the 9th day of June 2020, the foregoing resolution was moved for adoption by Commissioner.

The motion was supported by Commissioner.

Ayes:

Nays:

Resolution declared adopted.

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Shelly Stibitz, City Clerk



# Internal Memo

June 3, 2020

TO: Planning Commission Members

FROM: Ted Woodcock, Planning and Zoning Administrator TSW

SUBJECT: Land Division Request, 4155 Dunes Parkway

Following please find comments regarding the Land Division request of the parcel at 4155 Dunes Parkway.

### MASTER PLAN

The current zoning of the property at 4155 Dunes Parkway is R-3 Single Family Residential. The Master Plan states that this property is to be zoned "Medium Density Residential" and "Resource Conservation/Recreation", which is compatible with the R-3 Single Family Residential zoning requirements. The "Resource Conservation/Recreation" designation is due to the wooded areas and dunes that make up the vast majority of the parent parcel. The newly created parcel will remain R-3 Single Family Residential zoned and be consistent with the adopted Master Plan. The newly created parcel should also not affect the "Resource Conservation/Recreation" due to EGLE permitting being necessary when any construction begins.

### LAND USE

The existing surrounding land uses are single family homes with some vacant land across Dunes Parkway. The homes in the area have been built within the past few decades with some newer homes included. The applicant's intention is to build a single-family residence on the newly created parcel, which is a principal use in the R-3 Single Family Residential zoning district.

### COMMENTS

If the land division is approved, the parcel is intended to be vacant per the applicant, so the only dimensional requirements the new parcel ("New Lot" on the enclosed survey) would have to meet are the minimum lot size and width requirements, which it does.

	<b>R-3 Single Family Residential</b>	<b>"New Lot" Proposed</b>	<b>Met</b>
<i>Minimum lot area</i>	12,000 square feet	62,290 square feet	x
<i>Minimum lot width</i>	100 feet	215.46 feet	x
<i>Front Yard Setback</i>	30 feet At least one 8 feet; Total of 18	Vacant parcel	n/a
<i>Side Yard Setback</i>	feet	Vacant parcel	n/a
<i>Rear Yard Setback</i>	40 feet	Vacant parcel	n/a

As you can see from the chart above, the vacant parcel meets all dimensional requirements in the R-3 Single Family Residential zoning district. The home's setbacks will be reviewed when a building permit is submitted to the City.

**WESTSHORE**  
**ENGINEERING & SURVEYING**  
**ENVIRONMENTAL**  
**CERTIFICATE OF SURVEY**

FOR: NEXES REALTY

"NEW PARCEL":

LOCATED IN THE CITY OF NORTON SHORES, COUNTY OF MUSKEGON, STATE OF MICHIGAN,

A PARCEL OF LAND BEING PART OF THE SOUTH 1/2 OF THE SOUTHWEST 1/4 OF SECTION 11, TOWN 9 NORTH, RANGE 17 WEST, LYING WEST OF DUNES PARKWAY, CITY OF NORTON SHORES, MUSKEGON COUNTY, MICHIGAN, DESCRIBED AS FOLLOWS:

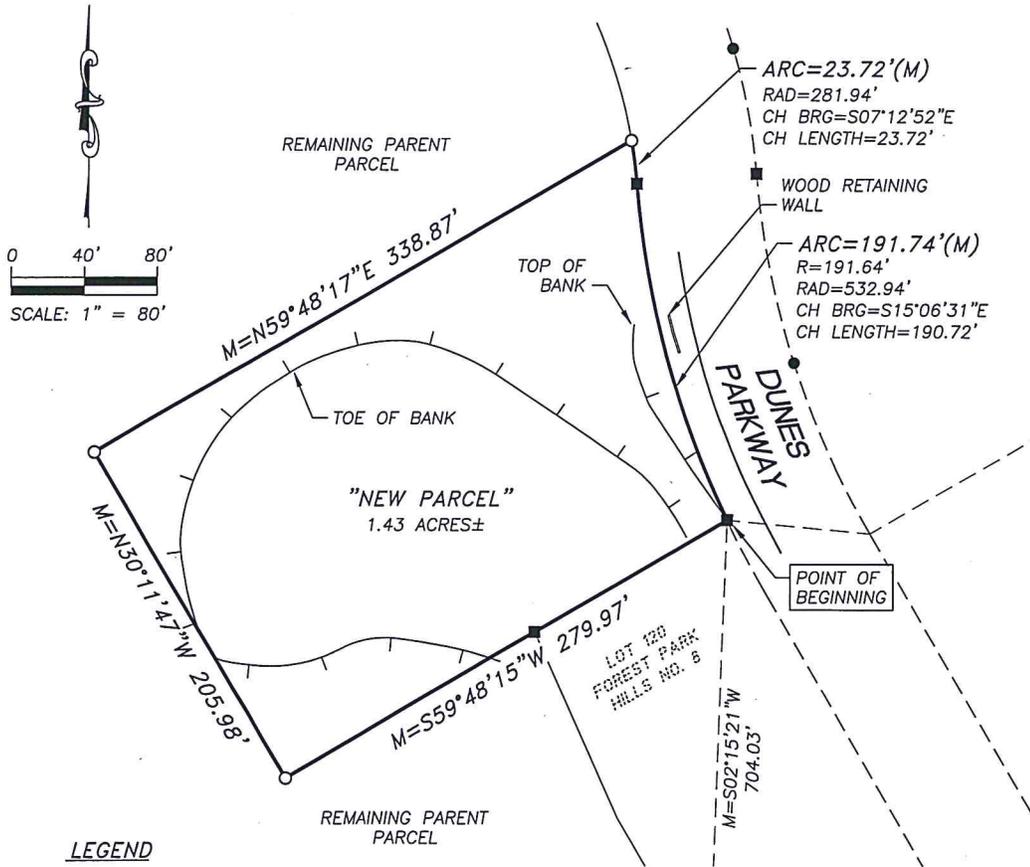
COMMENCING AT THE SOUTH 1/4 CORNER OF SAID SECTION 11, THENCE SOUTH 89 DEGREES 44 MINUTES 39 SECONDS WEST, ALONG THE SOUTH LINE OF SAID SECTION 11, A DISTANCE OF 2183.43 FEET, THENCE NORTH 02 DEGREES 15 MINUTES 21 SECONDS EAST, A DISTANCE OF 704.03 FEET TO THE POINT OF BEGINNING, SAID POINT ALSO BEING THE THE NORTHERNMOST CORNER OF LOT 120 OF FOREST PARK HILLS NO. 8, RECORDED IN LIBER 2068, PAGE 527, MUSKEGON COUNTY RECORDS;

THENCE, ALONG THE NORTHWESTERLY LINE OF SAID LOT 120, SOUTH 59 DEGREES 48 MINUTES 15 SECONDS WEST, A DISTANCE OF 279.97 FEET;  
 THENCE NORTH 30 DEGREES 11 MINUTES 47 SECONDS WEST, A DISTANCE OF 205.98 FEET;  
 THENCE NORTH 59 DEGREES 48 MINUTES 17 SECONDS EAST, A DISTANCE OF 338.87 FEET;

THENCE SOUTHERLY, A DISTANCE OF 23.72 FEET ALONG A CURVE TO THE RIGHT, SAID CURVE BEING THE WESTERLY LINE OF DUNES PARKWAY, CURVE DATA BEING, RADIUS=281.94 FEET, LONG CHORD= 23.72 FEET, LONG CHORD BEARING=SOUTH 07 DEGREES 12 MINUTES 52 SECONDS EAST;

THENCE CONTINUING SOUTHERLY, ALONG SAID WESTERLY LINE, A DISTANCE OF 191.74 FEET ALONG A CURVE TO THE LEFT, CURVE DATA BEING, RADIUS=532.94 FEET, LONG CHORD=190.72 FEET, LONG CHORD BEARING=SOUTH 15 DEGREES 06 MINUTES 31 SECONDS EAST TO SAID NORTHEAST CORNER OF LOT 120 AND THE POINT OF BEGINNING.

PARCEL CONTAINS 1.43 ACRES, MORE OR LESS.



**LEGEND**

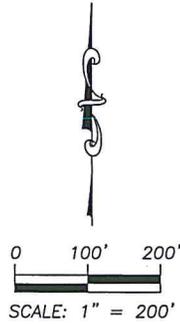
- M MEASURED DIMENSION
- D DEED DIMENSION
- SET IRON
- FOUND IRON
- FOUND CONC MON
- ⊙ SECTION CORNER

"NEW PARCEL" DETAIL  
 SCALE: 1"=80'

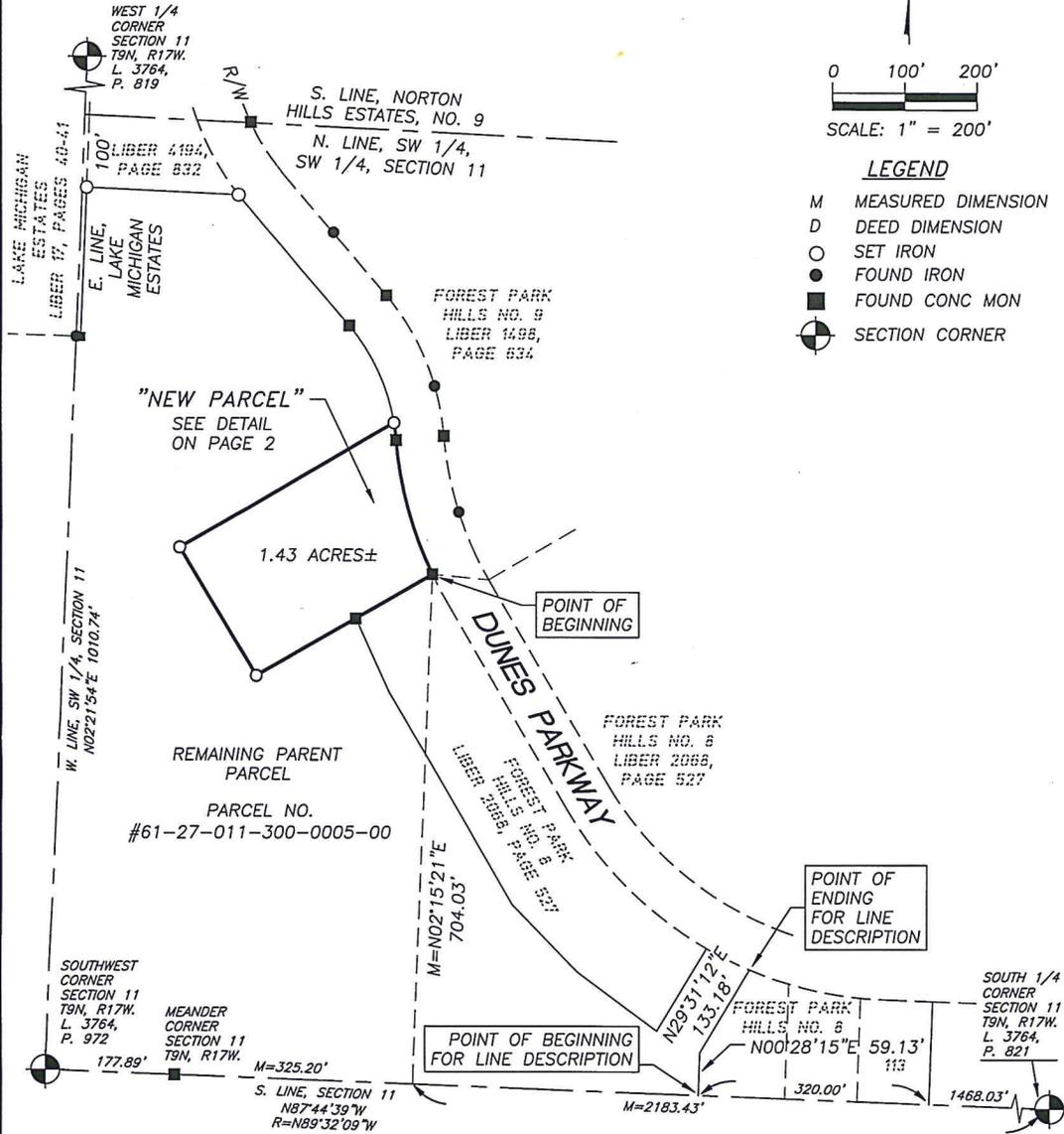
**PRELIMINARY**

**WESTSHORE**  
ENGINEERING & SURVEYING  
ENVIRONMENTAL  
CERTIFICATE OF SURVEY

FOR: NEXES REALTY  
DESCRIPTION: SEE SHEET 2



- LEGEND**
- M MEASURED DIMENSION
  - D DEED DIMENSION
  - SET IRON
  - FOUND IRON
  - FOUND CONC MON
  - ⊙ 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.

AS A PROFESSIONAL LAND SURVEYOR OF THE STATE OF MICHIGAN, I DO HEREBY 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. MGS83, (2011) SOUTH ZONE.

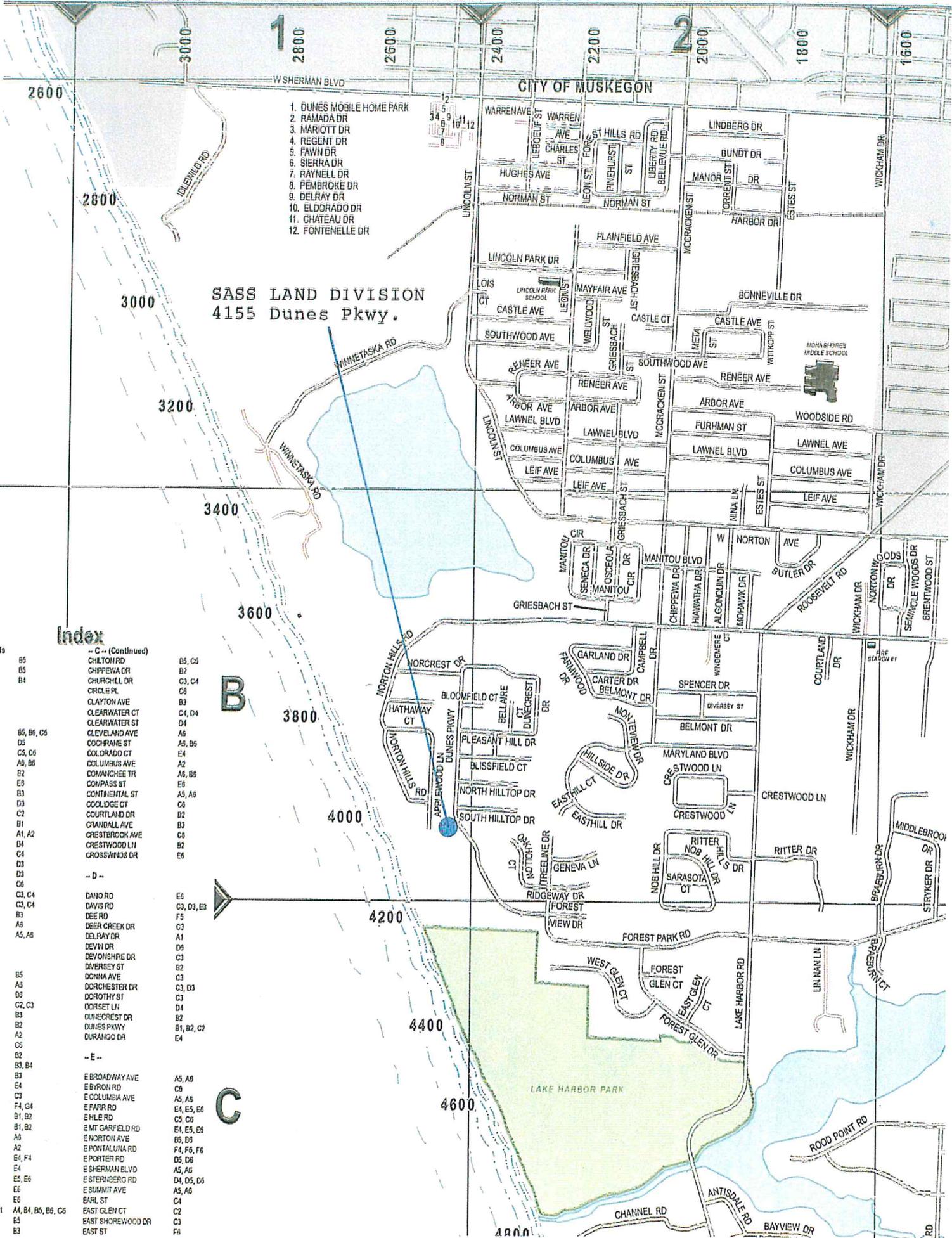
**PRELIMINARY**

TIMOTHY W. DEMUMBRUM      DATE:  
P.S. NO. 54454 2534  
BLACK CREEK ROAD  
MUSKEGON, MI. 49444  
PHONE : (231)777-3447  
FAX : (231)773-3453

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SHEET 1 OF 3

FILE NO: 02020-0036  
SCALE: 1"=200'  
SURVEYED BY: SJK/GJD  
DRN BY: NSS



1. DUNES MOBILE HOME PARK
2. RAMADA DR
3. MARIOTT DR
4. REGENT DR
5. FAWN DR
6. SIERRA DR
7. RAYNELL DR
8. PEMBROKE DR
9. DELRAY DR
10. ELDRADO DR
11. CHATEAU DR
12. FONTENELLE DR

**SASS LAND DIVISION**  
4155 Dunes Pkwy.

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Mr. Woodcock,

I am writing this letter in regards to the purposed land division on Dunes Parkway. The owners, The Sass Trust, are working with Nexes Realty as their representatives for the sale of the property. As an agent for Nexes and representative for the Sass Trust I am acknowledging the land division and giving permission to do the division. I have attached copies of the survey recently done by Westshore Engineering. Please feel free to contact me with any questions.

Tony Nanna



Nexes Realty Inc.

231-780-7398