



November 26, 2019

Council Meeting of December 3, 2019

SUBJECT: Special Use Permit & Site Plan, Plane Watch Food Truck Park, 5280 Grand Haven Road

The Honorable Mayor and Members of the City Council

Ladies and Gentlemen:

Pointes of Norton Shores LLC is requesting a special use permit and site plan approval for a food truck park at 5280 Grand Haven Road. This came before Council at their last meeting on November 19, 2019. However, it was postponed due to the applicant not attending the meeting and the Council having questions about his proposal. After speaking with the applicant, he (or a representative of his company) will be attending the December 3rd meeting.

This parcel is the same parcel that The Pointes strip mall is located on. The property is currently zoned as C-2 General Retail and City Staff has determined that since this is a unique use of the property, a Special Use Permit would be required. A restaurant-type use is consistent with the uses in surrounding parcels.

The Planning Commission unanimously recommended approval at their November 12, 2019 meeting. The City Council may use the attached resolutions for their consideration.

Sincerely,

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 approves/denies the site plan for Pointes Norton Shores LLC to construct the Plane Watch Food Truck Park on the property at 5280 Grand Haven Road as per the submitted plans, for the following reasons:

1. The property is zoned for restaurant use; and
2. There will not be a drive-thru window.

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 3rd day of December 2019, the foregoing resolution was moved for adoption by Commissioner. The motion was supported by Commissioner.

Ayes:

Nays:

Resolution declared adopted.

---

Shelly Stibitz, City Clerk

## RESOLUTION

NOW, THEREFORE, BE IT RESOLVED that the City Council approves/denies the special land use permit for Pointes Norton Shores LLC to construct the Plane Watch Food Truck park located at 5280 Grand Haven Road for the following reasons:

1. The property is zoned for restaurant use; and
2. There will not be a drive-thru window.

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 3rd day of December 2019, the foregoing resolution was moved for adoption by Commissioner. The motion was supported by Commissioner.

Ayes:

Nays:

Resolution declared adopted.

---

Shelly Stibitz, City Clerk



## Internal Memo

November 26, 2019

TO: City Council Members

FROM: Ted Woodcock, Planning and Zoning Administrator

SUBJECT: Special Use Permit Request, 5280 Grand Haven Road

Following, please find comments regarding the Special Use Permit request for the requested food truck park at 5280 Grand Haven Road.

### MASTER PLAN

Currently, the property is zoned C-2 General Retail and it is designated as "Regional Commercial" in the adopted Master Plan. The proposed special use – a food truck park – is consistent with the Master Plan, as well as the uses for the surrounding parcels. G&L is located directly across Sternberg Road from the site, as well as restaurant(s) being located in The Pointes strip mall that is on the same parcel as the requested food truck park.

### LAND USE

A restaurant is allowed in the C-2 General Retail zoning district as a principal use. However, restaurants with drive thru's are required to get a Special Use Permit. Seeing as the proposed food truck park is harmonious with both a restaurant and a drive through and the uniqueness of the request, City staff has determined that a Special Land Use permit would be required for approval of the food truck park. There is to be a maximum of 8 food trucks at the park per day with limited, if any, coming and going throughout the day.

### COMMENTS

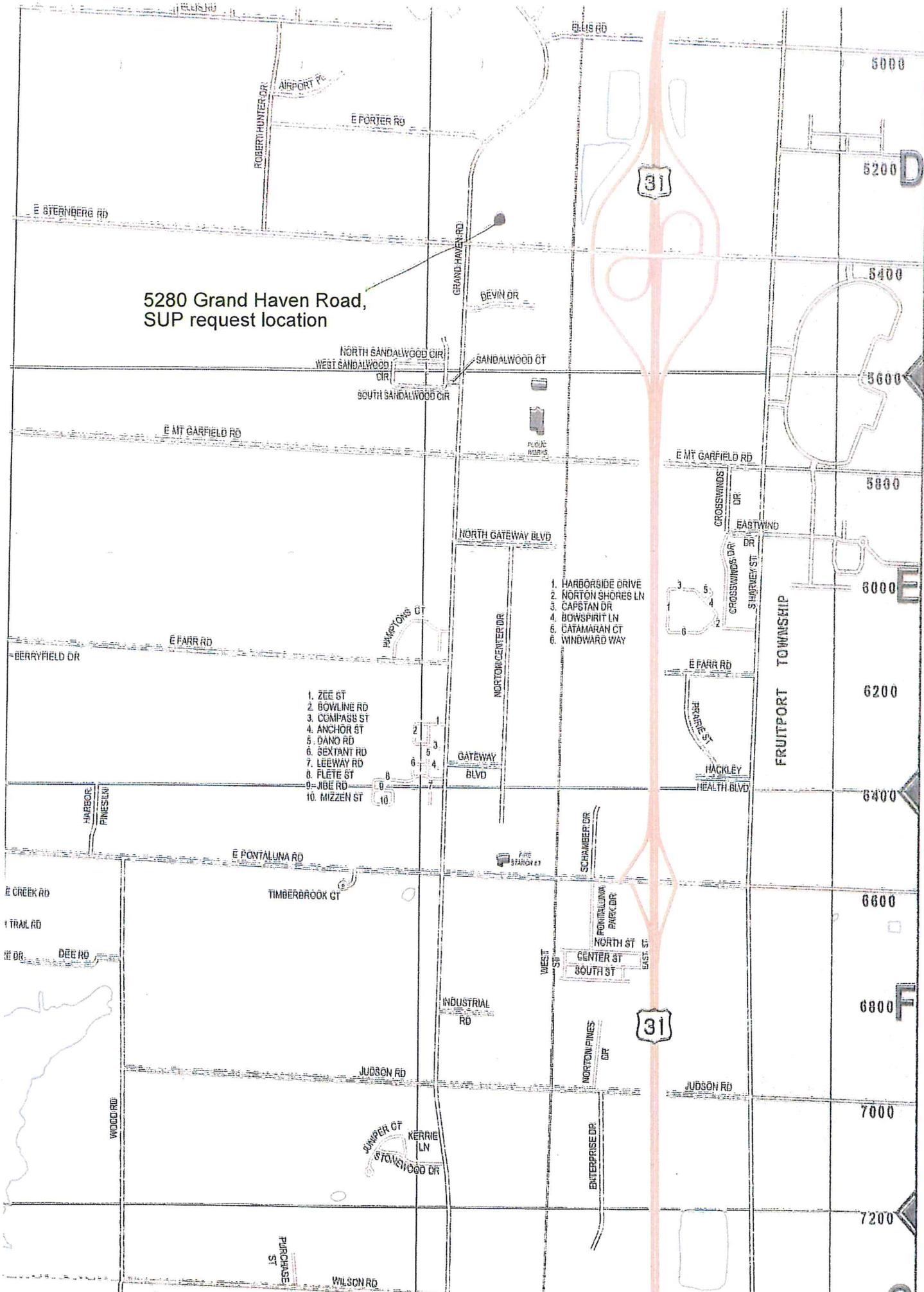
There is parking located on-site, however, it is located to the west of the proposed food truck park. Customers would have to cross an interior drive to get to the food truck park. There is no request, at this time, to add any additional parking, as there are dozens of spots available for use nearby.

The Fire Department and Zoning Department is working with the developer to ensure adequate fire access to the entire site as well.

The Planning Commission unanimously recommended the special use permit and site plan requests at their meeting on November 12, 2019 due to the property being zoned for a restaurant use and that there will not be a drive thru window.

This proposal came before Council at their last meeting on November 19, 2019. However, it was postponed due to the applicant not attending the meeting and the Council having questions about his proposal. The applicant has stated he will be at the December 3<sup>rd</sup> meeting to answer the Council's questions regarding his project.

5280 Grand Haven Road,  
SUP request location



SPECIAL USE PERMIT

OWNER: Pointes Norton Shores LLC

PHONE: 231-799-1230

EMAIL: [bill@amgbusinesscenters.com](mailto:bill@amgbusinesscenters.com)

ARCHITECT: CDS

ARCHITECT EMAIL: [kosterhart@conceptdesignstudio.net](mailto:kosterhart@conceptdesignstudio.net)

APPLICABLE PARCEL ADDRESS: see attached legal description

PRESENT ZONING: C-2 General retail

PRESENT USE: Vacant land

PROPOSED DEVELOPMENT: Plane Watch Food Truck Park – basic infrastructure: electric, water pedestals, sewer, concrete walkways, overhead lighting, sun awnings, picnic tables, portable temporary bathrooms to support a seasonal food truck park. The project will have less than 5,000 square feet of concrete and impervious surfaces.

I swear and attest that I are the owners of the above parcel of property and the information is true and accurate according to my knowledge. I 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.

  
Authorized signer

10-4-19

Date

1. Site plan drawn to scale. – See Attached
2. Property dimensions – See Attached
3. Size, shape and location of existing and proposed buildings – See Attached
4. Existing vegetation – Grass
5. All proposed landscaping – See Attached
6. Topographical information - – See Attached
7. Hydro graphical information – Not applicable – surface penetration will be less than 12”
8. Soil types – Sand, thin layer of topsoil
9. On-site storm water retention – impervious surfaces will be less than 10,000 square feet, retention not required. Concrete surfaces will be sloped – See Attached
10. Adjacent public or private rights-of-way and streets - – See Attached
11. Loading zones – Not applicable
12. Parking areas – See Attached
13. Driveways to public streets – See Attached
14. Location and description of method to dispose of sanitary wastes – See Attached
15. Locations of an existing and proposed fire hydrants and water mains – See Attached (already in place)
16. Sidewalks – See Attached
17. Proposed freestanding and wall signage – No freestanding or wall signage, just awnings
18. Dumpster locations and proposed method (s) of screening – See Attached (already in place)
19. Proposed on-site lighting and anticipated traveltrories – See Attached
20. Anticipated amount of traffic to be generated and circulation of traffic – We anticipate that the additional traffic generated will be around 250-300 cars per day, which represents an increase of approximately 1.4% relative to the most recent traffic data of ADT (average daily traffic) of 17,000 cars per day on the portion of Sternberg road fronting The Pointes. Since this traffic will be occurring primarily between the hours of 11:30 AM and 8:00 PM, it will be spread out in a manner to have a negligible impact on current Sternberg Road traffic patterns. Additionally, some of the traffic will be traffic that was passing by anyway, so that particular traffic will not actually increase traffic, rather just temporarily re-route it into The Pointes parking lot.
21. Description of building design, including proposed construction materials – wood, vinyl

siding on seasonal, mechanical and storage closet.

22. Anticipated market to be served by proposed development, demonstrating that all proposed uses serve the ordinary needs of the surrounding residential area – Norton Shores, Fruitport, Norton Shores Industrial Park, Airport Business Park