I. Call to Order

II. Roll Call

III. Pledge to the Flag

IV. Approval of the September 7, 2021 Planning Commission Meeting Minutes

V. Correspondence

VI. Brief Public Comments & Questions (Limited to 3 minutes)

VII. Old Business
   A. Future Land Use Map – Review Special Requests
      1. 16097 Mercury Drive
      2. 10441 152nd Avenue
   B. Future Land Use Map – Review Industrial Parcels

VIII. Reports
   A. Staff Report
   B. Commissioner Comments

IX. Extended Public Comments & Questions (Limited to 4 minutes)

X. Adjournment

Persons wishing to speak at public hearings, on agenda items, or extended comments, must fill out a “Speakers Form” located on the counter. Completed forms must be submitted to Township Staff prior to the meeting.
I. CALL TO ORDER
Cousins called the meeting of the Grand Haven Charter Township Planning Commission to order at 7:00pm.

II. ROLL CALL
Members present: Cousins, Wilson, Chalifoux, Taylor, Reenders, Mesler, Lemkuil
Members absent: Hesselsweet
Also present: Community Development Director Fedewa

Without objection, Cousins instructed Fedewa to record the minutes.

III. PLEDGE TO THE FLAG

IV. APPROVAL OF MINUTES

Without objection, the minutes of the August 2, 2021 meeting were approved.

V. CORRESPONDENCE – None

VI. PUBLIC COMMENTS – None

VII. NEW BUSINESS
A. Training – DDA’s and TIF’s

The Planning Commission watched a 35-minute training video created by the Michigan Association of Planning.

VIII. OLD BUSINESS
A. Future Land Use Map – Review DDA Expansion Parcels

Fedewa provided an overview through a memorandum dated September 3rd. The Chair directed the Fedewa and the Commission to discuss, review, and come to a consensus by each section outlined in the staff memo.

Section 1: Lincoln Street to Warner Street

- One member noted a desire to make the SE corner of US-31 and Lincoln Street into high density house because the Township needs to start adding workforce and affordable housing. Believes the vacant residential lots should tie into the vacant commercial lot for a developer. Master-planning for commercial would likely discourage anyone from building a house on the vacant residential lots. Would prefer to see this section be master-planned for Medium Density Residential rather than Rural Residential.
• **Consensus:** Update the master-plan designation to Rural Residential instead of Agricultural.

Section 2: Warner Street to Buchanan Street

• Zoned commercial and mostly used commercial.

• **Consensus:** Update the master-plan designation to Commercial instead of Agricultural.

Section 3: Buchanan Street to M-45/Lake Michigan Drive

• Staff confirmed that parcels can have more than one master-plan designation as well as a zoning classification.

• Some concern was expressed on keeping certain parcels in the new DDA expansion area because the Township will be losing the additional revenue to the TIF tax capture.
  
  o Discussed the DDA expansion will bring utilities to many new vacant lots and potential businesses. It is a trade-off.

• Reenders noted he is not “pro-development,” but the Planning Commission’s purpose is to “manage development.”

• Chalifoux explained public funds should not be used to enhance a private developer’s lot.

• **Consensus:**
  
  o Update the master-plan designation to Commercial between Buchanan and MDOT Roadside Park, except the residential portion of the Boelkins property, which will be designated as Rural Residential.

  o Along 156th Avenue, remove the four residential parcels from the DDA expansion area and update master-plan designation to Rural Residential because it is unlikely the parcels will become a business use in the future.

  o The vacant parcel on M-45 directly east of the newly excluded parcels will have its master-plan designation updated to Commercial. This parcel is recommended to be kept within the DDA expansion area.

Section 4: M-45/Lake Michigan Drive to Winans Street

• With many of the properties being zoned and/or master-planned as Commercial the few that are not cohesive should be updated as such.

• **Consensus:**
  
  o Update the master-plan designation for the vacant lot being used by the campground to Commercial instead of Agricultural.

  o Update the master-plan designation for the Brolick landscape parcel to Commercial instead of Agricultural.

  o Remove the residential parcel at the NW corner of US-31 and Winans from the DDA expansion area because it is unlikely to become a business use in the future.
Section 5: Winans Street to the South

- A few Commissioners questioned whether Mattson’s parcel should be kept in the DDA expansion area. Wondered if the loss in tax capture was worth it.
- **Consensus:**
  - Update the master-plan designation for the Mattson parcel to Commercial rather than Agricultural.
  - Remove the remaining 5 residential parcels—two at the SE corner and three at the SW corner of US-31 and Winans—from the DDA expansion area because they are unlikely to become a business use in the future.

IX. REPORTS

A. Staff Report
   - Update on Outdoor Storage text amendment.
   - Pre-application from a multi-family developer expected in October.
   - Formal submittal from Eastbrook Homes is expected in September. Overview of the community engagement event.
   - Minor PUD Amendment from the golf course anticipated.
   - Board has decided to proceed with Short Term Rental regulations.

B. Commissioner Comments – None

X. EXTENDED PUBLIC COMMENTS – None

XI. ADJOURNMENT

*Without objection,* the meeting adjourned at 8:43pm.

Respectfully submitted,

Stacey Fedewa, AICP
Acting Recording Secretary
Community Development Memo

DATE: September 16, 2021
TO: Planning Commission
FROM: Stacey Fedewa, AICP – Community Development Director
RE: Future Land Use Map Update – Special Request – 16097 Mercury Drive

BACKGROUND

As mentioned previously, there are a few property owners that have reached out to the Township with requests to amend their property on the Future Land Use Map. Two of those owners are on the agenda. The third is expected on October 18th.

16097 MERCURY DRIVE

Aletha Vandermaas purchased 16097 Mercury Drive in the first half of 2019. The 0.36-acre lot is zoned R-2 and master-planned as Medium Density Residential (i.e., the equivalent of R-1 or R-2). The zoning and master-plan designations are the same for surrounding properties.

OWNER’S NARRATIVE

The owner has included a narrative to assist in the discussion.

Once the Planning Commission has come to a consensus on the best use of the property, a suitable master-plan designation can be determined and included with the next map.
GENERAL CONSENSUS

At this stage, the maps are in draft format, so no formal motions are necessary as the work product continues to be revised. That said, staff does need a general consensus from the members on each item described in this memo to inform the next draft of the map.

Please contact me if this raises questions
Community Development Memo

DATE: September 16, 2021
TO: Planning Commission
FROM: Stacey Fedewa, AICP – Community Development Director
RE: Future Land Use Map Update – Special Request – 10441 152nd Avenue

BACKGROUND

As mentioned previously, there are a few property owners that have reached out to the Township with requests to amend their property on the Future Land Use Map. Two of those owners are on the agenda. The third is expected on October 18th.

10441 152nd AVENUE

This request is being made by Nichole Brege, the daughter-in-law of Richard Brege. Nichole and her husband (Richard’s son) want to build a home next to Richard. However, the 10-acre parcel is zoned AG and master-planned for AG. It has been owned by Mr. Brege since 1986. The area is very rural and surrounded by active agriculture, vacant forested land, and large-lot residential.

NARRATIVE

Nichole requested her attorney prepare the narrative, which is enclosed for your review and consideration.

Once the Planning Commission has come to a consensus on whether it is appropriate to update the designation to Rural Residential staff can amend the next draft map.

Please note—this property would not be ripe to rezone to Rural Residential despite the master-plan designation because it is a gravel road without public utilities. Therefore, the only alternative is Rural Preserve, which has a 5-acre minimum. Plus, the 5-acres is the same size being requested.
GENERAL CONSENSUS

At this stage, the maps are in draft format, so no formal motions are necessary as the work product continues to be revised. That said, staff does need a general consensus from the members on each item described in this memo to inform the next draft of the map.

Please contact me if this raises questions
RE: Richard and Nichole Brege property on 152nd Avenue; 
Sent via email only.

Dear Stacey:

We represent Richard and Nichole Brege. Richard’s father, Richard, Sr., owns the property at 10441 152nd Ave. They would like to split this ten and one-half (10.5) acre parcel to create a second home site so they can build their home next to Richard’s father, but they are prevented by its current AG zoning. This parcel is shown on the draft Future Land Use Plan as “Agricultural Preservation”, a bit ironic in the case of their property, because it has not been used for agriculture since at least the 1930s. The family believes that the trees on the property were planted by the CCC during the Depression and the aerial images on the Ottawa County GIS map show no agricultural use since at least 1962.

Richard and Nichole Brege request that their parcel and the land in its vicinity that has not been used for agriculture for many decades instead be shown on the Future Land Use Plan for Rural Residential. This would not result in the loss of farmland if applied to the lands around it and to the northeast, east, and southeast that have not been used for farming. The history of lack of agricultural use leads to the conclusion that the highest and best use for this land would be rural residential homesites. With the minimum lot size of five (5) acres per residence, each residence would be able to rely upon a private well and septic system.

Richard and Nichole Brege hope that you and the Planning Commission will revisit the tentative “Agricultural Preservation” designation for their parcel, and change it Rural Residential. It is appropriate and they want to be able to build their home next to Richard’s father’s home.

Please feel free to contact me with any questions. Thank you.

Very truly yours,

Randall S. Schipper
schipper@cunninghamdalman.com

RSS/ljc
Community Development Memo

DATE: September 16, 2021
TO: Planning Commission
FROM: Stacey Fedewa, AICP – Community Development Director
RE: Future Land Use Map Update – Industrial Parcels

BACKGROUND

The Planning Commission is in the process of updating the Future Land Use map. The final boundaries of the DDA Expansion Area were determined at the September 7th meeting and several residential parcels were removed because it is unlikely they will ever become a business use. In addition, the PC made determinations on the future of certain commercial parcels within the DDA Expansion Area.

Please note—there is a draft map dated 9/8/2021 that contains the specific changes from the September 7th meeting and can be viewed on the project website at www.ght.org/masterplan2021.

INDUSTRIAL PARCELS

The next step in the process is to review the parcels that may be master-planned for industrial.

Hayes Street to Johnson Street

The first 3 parcels are located on 168th Avenue. The northern two are zoned RR and master-planned as RR. Both contain single-family dwellings. They are proposed to have the master-plan designation change to Industrial.

Please note—the industrial land to the north and west is already within the existing DDA Boundaries.
The next parcel is at the corner of 168th Ave and Johnson Street. It currently contains a single family rental. This is a split-zoned parcel due to a lot line adjustment in 2014. Let me explain...the zoning of a parcel follows the legal description and not the parcel number. A 1-acre section of an industrial parcel was split off and combined with a 7.5-acre parcel zoned RR.

When this type of split/combination (aka boundary line adjustment) occurs, the zoning follows the legal description, which resulted in a split-zoned parcel. The only way to change the split-zoning is to go through the standard rezoning process that results in a Zoning Map Amendment Ordinance and an official (legally recognized) change to the zoning map.

Staff recommends the split-zoning remain as-is and the entire parcel be master-planned as industrial. This parcel is within the US-31 Overlay Zone.

Please note—the industrial portion of the split-zoned parcel is already part of the existing DDA, which is why it does not have the dotted blue line on the large maps.

16015 Lake Michigan Drive (Voisin)

This 50-acre parcel is zoned AG and master-planned as AG. It is also within the US-31 Overlay District.

Recall, the previous rezoning attempt in the 1990s was stopped by the property owners on Evert Court after a successful referendum and vote of the residents. As you can imagine, the neighbors are concerned with the potential impact of amending the Future Land Use Map today.

For this reason, staff is proposing a new master-plan designation of Light Industrial. Currently, the Township has General Industrial and Mineral Extraction (only related to the Standard Sand Corp. site). With the possible expansion of industrial uses, it may be prudent to establish the third designation to act as a buffer district when abutting residential uses.

Now, let’s talk brass tacks. Staff is aware the owner of this property has it listed for sale and desires to sell it as
an industrial parcel. The owner is also aware of the apprehension associated with Evert Court. In fact, the owner has already submitted an application to rezone the land a couple of years ago and have been patiently waiting for the updated Future Land Use Map before proceeding.

As you know, the Township does not have a Light Industrial zoning district so the rezoning would result in the standard I-1 General Industrial. **The master-plan designation for this parcel may be better suited as Light Industrial PUD.** This avenue would provide the Township more control over how the land is developed and create avenues for more strategies to mitigate the impact on neighbors. This would also be supported by the text in the master plan that reads *(page 68 excerpt):*

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Corresponding Zoning Districts
The I-1 Industrial and Industrial I-1A Corridor Industrial zoning districts correspond with the General Industrial land use designation. Any future development proposals that are significant in scale or scope should be considered as Planned Unit Developments.
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**16127 Winans Street (formerly Zelenka)**

This 228-acre parcel is zoned AG and master-planned as AG. It is not within the US-31 Overlay Zone. It was previously owned and operated by the Zelenka’s. It went into bankruptcy and has been sold. As staff understands, Berkshire Hathaway is managing *(or possibly owns)* the property for the parent company in Arizona. Then it appears there is a lease to the Gardens Alive company who is currently using the property for nursery stock *(similar to the Zelenka’s).*

The Township has reached out to the tenant and parent company and requested a meeting to discuss the future uses of the land. Updates will be provided as more is learned.

Two quick notes—the parcel is bisected by Winans Street, and the small “green lot” in the middle is not proposed as part of the DDA Expansion Area. It is zoned AG and master-planned as AG and contains a single family dwelling. The 228-acre parcel just happens to surround the property.

Questions for the Planning Commission to consider:

1. Should the full 228-acres be master-planned for industrial?
2. Should the land south of Winans Street be master-planned as AG instead?
3. Should the master-plan designation be General Industrial or Light Industrial?
4. Should the master-plan designation require the land be developed as a PUD?
156th Avenue (70-07-23-300-001)

This 50-acre parcel is zoned AG and master-planned as AG. It is within the US-31 Overlay Zone. Staff has included this parcel for discussion because the owner’s realtor previously contacted the Township inquiring about developing the property.

Similar to the reasons described in the 16015 Lake Michigan Drive section, staff is recommending a Light Industrial designation and request the PC consider if a PUD requirement would be more suitable because of its proximity to existing residential.

11333 156th Avenue & 70-07-23-300-022

These two parcels may or may not be owned by NOCH. Staff received an email recently indicating the land has been sold and have not been able to determine the purchaser or possible use.

The larger parcel is 38-acres of vacant land that is zoned C-2 and master-planned as Commercial. The smaller parcel is 8-acres that is zoned RR and master-planned as AG. The land contains a single family dwelling and an easement for ingress/egress through a parcel on 156th Avenue that could provide access to the larger parcel.

Staff recommends the Planning Commission consider a Light Industrial designation for the smaller lot because of its proximity to residential, and a General Industrial designation for the larger lot. It may also be prudent to master-plan the land as a PUD to have more controls and tools to develop the land appropriately.
LETTERS TO AFFECTED PROPERTY OWNERS

As you may recall, the Planning Commission directed staff to send a letter to property owners whose master-plan designation may change. Enclosed, please find the draft letters related to industrial property.

GENERAL CONSENSUS

At this stage, the maps are in draft format, so no formal motions are necessary as the work product continues to be revised. That said, staff does need a general consensus from the members on each item described in this memo to inform the next draft of the map.

Please contact me if this raises questions.
Community Development Memo

DATE: September 21, 2021
TO: Impacted Residents
CC: Township Board and Planning Commission
FROM: Stacey Fedewa, AICP – Community Development Director
RE: Future Land Use Map – Amend Master Plan Designation at US-31/M-45

Dear ____________,

Ottawa County, Northwest Ottawa County, and Grand Haven Charter Township are unique local economies that are centered on tourism and manufacturing. In fact, our economy is substantially dependent upon the manufacturing sector and is the reason unemployment is lower in Ottawa County. Did you know, over 55% of the jobs in Grand Haven Township are in manufacturing? In comparison, it is only 43% in NW Ottawa County; 39% in Ottawa County; and 17.5% in the State of Michigan.

There is good and bad news. The good news is these companies are homegrown and invested in this community. They want to stay here and grow. The bad news—there is no room to grow. For these companies, it is important to centralize their operations and not piecemeal production over long distances because that adds significant overhead costs. Many of our local manufacturers are at the tipping point of having to relocate their operations to a central area because they are unable to grow locally.

The Township is one of the few Ottawa County municipalities with developable land access to infrastructure such as municipal water, sanitary sewer, natural gas, broadband, all season roads, and high-capacity electric lines. That location is the US-31/M-45 corridor.

In order to service this area with municipal water and sanitary sewer the Township is in the process of expanding the boundaries of its Downtown Development Authority (DDA). The Township will utilize the funds from the DDA district and the upcoming American Rescue Plan Act funds (which must be spent on infrastructure) to extend water and sewer to the US-31/M-45 corridor.

The Township is proposing to amend the master-plan designation for property located around the US-31 and M-45 corridor. The various drafts of the working maps, staff memos and meeting minutes can be found at www.ght.org/masterplan2021.

Understandably, this is a big change that will raise questions and concerns. Please know, that protecting your interests while balancing the economic needs of the area is of the utmost importance. There is a way to appropriately balance single-family and industrial land.
The Township wants to have open dialogue, so we are inviting you to our offices to begin the conversation on **Monday, October 18th at 6pm**. The Planning Commission meeting will follow at 7pm and the primary topic will be the Future Land Use map.

It is important to understand the nuances involved with this type of change. Development is required to follow a specific orderly process established by state laws.

1. A master plan includes a future land use map. The map establishes the desired development pattern over the next 20+ years (*residential, commercial, industrial, agriculture*). It is long-term and is called the Future Land Use map. This is the map being amended by the Township and what led to this letter.

2. A zoning ordinance includes a zoning map. A zoning ordinance must follow the guidance of the master plan. This is particularly true for rezoning land and enabling certain types of development to occur in pre-determined areas. The zoning map identifies a properties zoning district. The zoning district establishes how the property can be used and includes specific regulations for that use (*single family home, retail business, etc.*).

3. A master-plan designation describes what the property can be used for one day in the future. It may not be ready today, but in a decade the infrastructure and surrounding uses may change making the property ripe for a new use.

4. The Township believes property within the US-31/M-45 corridor should be used industrially in the future, so we are proposing to amend the master-plan designation to industrial.

5. Most of the property proposed to change is not ripe to be rezoned to the industrial district, yet. As mentioned above, the Township intends to extend municipal water along Northbound US-31 from Lincoln Street to M-45. Once the infrastructure is present, the property is likely ready to be rezoned to the industrial district and developed.

6. When an owner applies for a rezoning, a public hearing is required. When this happens, a public notice is mailed to all residents within 300-feet of the property, it is published in the local newspaper, posted on the Township website and at the Township Hall. When/if an application to rezone is submitted, the surrounding owners will be notified and have an opportunity to share their thoughts at the hearing.

7. This is a long process. The first step is to amend the Future Land Use map. The second is to extend municipal water and that project will take at least 2-3 years before construction would begin.

In addition to the open dialogue opportunity on the 18th the Planning Commission welcomes your input at their regular meetings. You’re able to do this in a couple of ways. First, attend the upcoming meetings—October 4th, October 18th, November 1st, and November 15th—which are held at the Township Hall at 7pm. Second, providing a letter or email that is shared with the Commission in their packet materials prior to the meeting. In addition, the agenda and meeting packet materials are available online the Friday prior, and can be found at [www.ght.org/boards/meeting-packets](http://www.ght.org/boards/meeting-packets).

Thank you for being a property owner in the Township and appreciate your participation.
Community Development Memo

DATE:        September 21, 2021
TO:          Impacted Residents
CC:          Township Board and Planning Commission
FROM:        Stacey Fedewa, AICP – Community Development Director
RE:          Future Land Use Map – Amend Master Plan Designation to Industrial

Dear ____________,

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There is good and bad news. The good news is these companies are homegrown and invested in this community. They want to stay here and grow. The bad news—there is no room to grow. For these companies, it is important to centralize their operations and not piecemeal production over long distances because that adds significant overhead costs. Many of our local manufacturers are at the tipping point of having to relocate their operations to a central area because they are unable to grow locally.

The Township is one of the few municipalities in NW Ottawa County with developable land access to infrastructure such as municipal water, sanitary sewer, natural gas, broadband, all season roads, and high-capacity electric lines. That location is the US-31/M-45 corridor.

In order to service this area with municipal water and sanitary sewer the Township is in the process of expanding the boundaries of its Downtown Development Authority (DDA). The Township will utilize the funds from the DDA district to extend water and sewer to the US-31/M-45 corridor.

The Township is proposing to amend the master-plan designation for your property to Industrial. Doing so will enable your property to be sold and/or developed for industrial uses. It is important to understand the nuances involved with this type of change. Development is required to follow a specific orderly process established by state laws.
1. A master plan includes a future land use map. The map establishes the desired development pattern over the next 20+ years (residential, commercial, industrial, agriculture). It is long-term and is called the Future Land Use map. This is the map being amended by the Township and what led to this letter.

2. A zoning ordinance includes a zoning map. A zoning ordinance must follow the guidance of the master plan. This is particularly true for rezoning land and enabling certain types of development to occur in pre-determined areas. The zoning map identifies a properties zoning district. The zoning district establishes how the property can be used and includes specific regulations for that use (single family home, retail business, etc.).

3. A master-plan designation describes what the property can be used for one day in the future. It may not be ready today, but in a decade the infrastructure and surrounding uses may change making the property ripe for a new use.

4. Your property is not zoned industrial. However, the Township believes it should be used industrially in the future, so we are proposing to amend the master-plan designation to industrial.

5. Your property is not ripe to be rezoned to the industrial district, yet. As mentioned above, the Township intends to extend municipal water along Northbound US-31 from Lincoln Street to M-45. In some cases, a road may need to be paved and sanitary sewer extended to the property. Once the infrastructure is present, the property is likely ready to be rezoned to the industrial district and developed.

6. When an owner applies for a rezoning, a public hearing is required. When this happens, a public notice is mailed to all residents within 300-feet of the property, it is published in the local newspaper, posted on the Township website and at the Township Hall. When/if you decide to sell and/or develop your property the surrounding owners will be notified and have an opportunity to share their thoughts at the hearing.

7. This is a long process. The first step is to amend the Future Land Use map. The second is to extend municipal water. That project will take at least 2-3 years before construction would begin.

This has likely raised questions. The Planning Commission welcomes your thoughts and comments. You are able to do this in a couple of ways. First, attend the upcoming meetings—October 4th, October 18th, November 1st, and November 15th—which are held at the Township Hall at 7pm. Second, providing a letter or email that is shared with the Planning Commission in their packet materials prior to the meeting. In addition, the agenda and packet materials are available online the Friday prior, and can be found at www.ght.org/boards/meeting-packets.

You can find more information on the project website at www.ght.org/masterplan2021.

Thank you for being a property owner in the Township and appreciate your participation.
Note: Data is subject to change. GHT does not guarantee the accuracy of this map.