

**MUSKEGON CHARTER TOWNSHIP
PLANNING COMMISSION MINUTES
PC-24-01
January 08, 2024**

CALL TO ORDER

Chair Bouwman called the meeting to order at 6:00 p.m.

Present: Hughes, Singerling, Hornak, Vandenbosch, Bouwman

Excused: Hower, Borushko

Absent:

Also Present: Planner Werschem, Amy Vos, and 7 guests.

Approval of Agenda

Motioned by Singerling supported by Vandenbosch to approve the Agenda for the January 8, 2023 ~~2023~~ 2024 Planning Commission meeting.

Ayes: Hughes, Singerling, Hornak, Vandenbosch, Bouwman

Nays: None

Motion carried.

Approval of Minutes

Motioned by Singerling supported by Hornak to approve the minutes from December 11, 2023.

Ayes: Hughes, Singerling, Hornak, Vandenbosch, Bouwman

Nays: None

Motion carried.

December 4, 2023 and December 18, 2023 Board Minutes Reviewed

Staff Report acknowledged.

Unfinished Business – none

New Business –

1. PC 24-01 Special Use - Public Hearing - Flag Lot
Name: Amanda Scarbrough
Address: Vacant Parcel N Mill Iron
PP#: 61-10-013-100-0001-10
Zoning: Single Family Residential (R1)

Purpose: Allow a flag lot to be created while splitting property into three parcels

Public Hearing was opened at 6:02 p.m.

Planner Werschem explained that Ms. Scarbrough would like to buy the vacant, 93.55-acre, single family residential (R1), parcel on N Mill Iron Rd and split it into three (3) parcels one of which would be a flag lot.

Flag lots are permitted by special use, authorized by the Planning Commission. This requires a public hearing. The notice of public hearing was posted on December 24, 2023 and was mailed to all properties within 300 feet. No response has been received.

Amanda Scarbrough, 2314 Orchard identified herself and explained that she wants to split this property and keep the larger portion for a home.

Tina Colussi, 360 Showpan Drive had questions regarding the larger portion of the property and Brian Werschem reminded her that this meeting is only to approve the flag lot.

Motioned by Singerling supported by Bouwman to close the public hearing.

Ayes: Hughes, Singerling, Hornak, Vandebosch, Bouwman

Nays: None

Public Hearing closed at 6:05 p.m.

Planning commission consideration and recommendation. The planning commission shall review the proposed amendment, together with any reports and recommendations from staff, consultants, other reviewing agencies and any public comments. The planning commission shall identify and evaluate all relevant factors, and shall report its findings and recommendation to the township board. In considering a special use permit for a flag lot, the planning commission shall consider the following factors in making its findings and recommendations:

Section 58-12 (d)

No lot or parcel of land shall be divided, altered or reduced by sale, gift, or other disposition so that frontage along public or private road is less than minimums required by this chapter, except:

The planning commission may under special use permit allow a parcel division creating a flag lot if all of the following conditions are met.

- (1) The access drive (flag pole) must directly abut, or empty onto, a public road.

PC determined the access drive (flag pole) directly abuts, or empty onto, a public road.

- (2) The new parcel accessed by the access drive must meet minimum lot requirements for this chapter. In evaluating the shape and square footage, the area within the access drive (flag pole) shall not be included.

PC determined that the new parcel accessed by the access drive meets minimum lot requirements for this chapter.

- (3) When the new parcel accessed by the access drive is greater than four times the minimum lot requirements for the zoning district that the parent parcel is situated in, the access drive must be at least 66 feet in width at its narrowest point when measured at right angles to the linear boundaries of said drive.

When the new parcel accessed by the access drive is equal to or less than four times the minimum requirements for the zoning district that the parcel is situated in, the access drive must be at least 33 feet in width at its narrowest point when measured at right angles to the linear boundaries of said drive.

The planning commission, at its discretion, may address other circumstances as may be requested with the restriction that the access drive will never be less than 33 feet in width at its narrowest point when measured at right angles to the linear boundaries of said drive, but may require the access drive to be more than 66 feet in width at its narrowest point when measured at right angles to the linear boundaries of said drive.

PC determined this requirement is met since the access drive (flag pole) maintains 66 feet of width for its entire length.

- (4) No two access drives (flag poles) may share a common boundary.

PC determined there is not a second access drives (flag poles) sharing a common boundary.

Motioned by Singerling supported by Vandenbosch to approve a special use permit request for a flag lot on parcel 61-10-013-100-0001-10 for having met the standards of Section 58-12 (d) of the Muskegon Township Code of Ordinances.

Ayes: Hughes, Singerling, Hornak, Vandenbosch, Bouwman

Nays: None

Motion carried.

Public Comments: None

Announcements: Next Planning Commission meeting will be February 12, 2024.

Motion by Singerling supported by Vandenbosch to adjourn the meeting at 6:07 P.M.

Ayes: Hughes, Singerling, Hornak, Vandenbosch, Bouwman

Nays: None

Motion Carried

Respectfully submitted by,

**Joseph Singerling
Secretary**