

CITY OF MUSKEGON
PLANNING COMMISSION
REGULAR MEETING

DATE OF MEETING: Thursday, November 14, 2024 at 4 pm
PLACE OF MEETING: Commission Chambers, First Floor, Muskegon City Hall

AGENDA

- I. Roll Call
- II. Approval of the minutes from the special meeting of October 10, 2024.
- III. Public Hearings
 - A. Hearing, Case 2024-33: Request for a special use permit to operate a food exchange, learning garden, and office space for educational use, at 2330 Barclay Street, by the Kids Food Basket.
 - B. Hearing, Case 2024-34: Staff initiated request to rezone a portion of 1095 3rd Street from Convenience Comparison Business (B-2), to Form Based Code, Neighborhood Core.
- IV. New Business
- V. Old Business
- VI. Other
- VII. Adjourn

**AMERICAN DISABILITY ACT POLICY FOR ACCESS TO OPEN MEETINGS OF THE CITY OF MUSKEGON AND ANY OF ITS COMMITTEES
OR SUBCOMMITTEES**

To give comment on a live-streamed meeting the city will provide a call-in telephone number to the public to be able to call and give comment. For a public meeting that is not live-streamed, and which a citizen would like to watch and give comment, they must contact the City Clerk's Office with at least a two-business day notice. The participant will then receive a zoom link which will allow them to watch live and give comment. Contact information is below. For more details, please visit: www.shorelinecity.com

The City of Muskegon will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities who want to attend the meeting with twenty-four (24) hours' notice to the City of Muskegon. Individuals with disabilities requiring auxiliary aids or services should contact the City of Muskegon by writing or by calling the following:

Ann Marie Meisch, MMC. City Clerk. 933 Terrace St. Muskegon, MI 49440. (231)724-6705. clerk@shorelinecity.com

Staff Report
October 10, 2024

Hearing, Case 2024-33: Request for a special use permit to operate a food exchange, learning garden, and office space for educational use, at 2330 Barclay Street, by the Kids Food Basket.

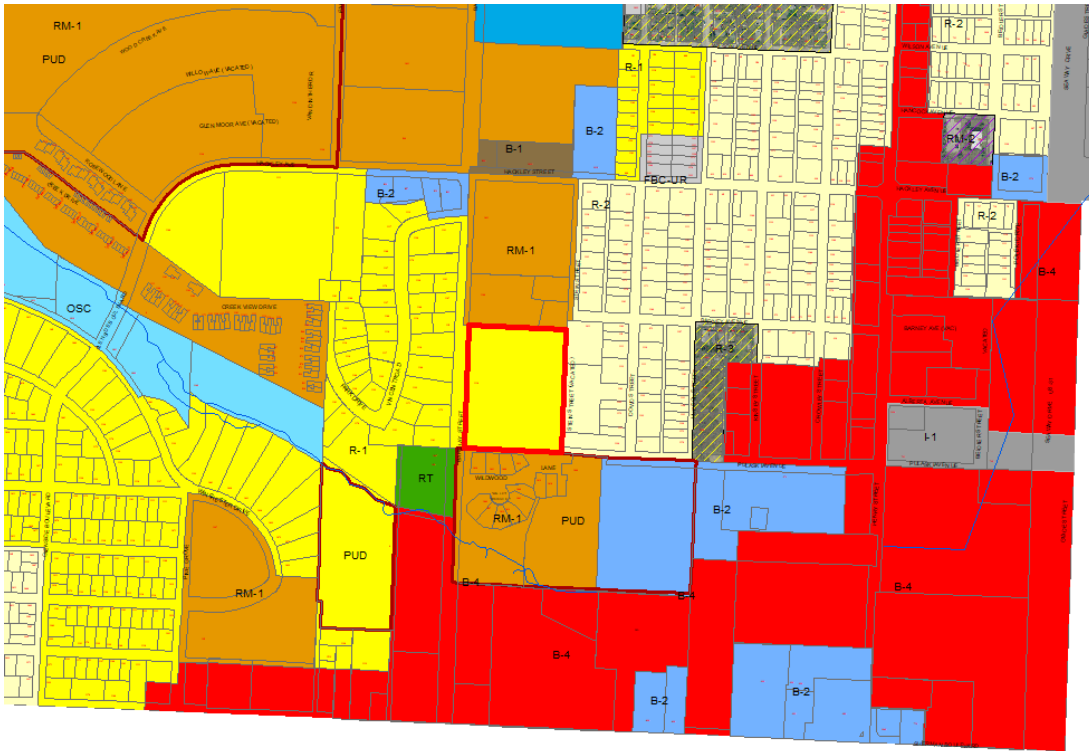
SUMMARY

1. The property measures 27,293 sf and the principal building measures just over 15,000 sf. There is also a small shed located on site.
2. This property was granted a special use permit in 2017 to operate a conference and special event center. It has operated the event center and leased out office space since then.
3. The applicant is now requesting a special use permit to allow Kids Food Basket to run their operations on site. Uses would include a food exchange, learning garden, and office space for educational purposes. Kids Food Basket intends to purchase the property and utilize the entire building for their operations. The event center and office spaces would continue business until the building is purchased.
4. Please see the enclosed site plan, narrative, and letter of recommendation from NECAA.
5. Notification was sent to every property within 300 feet of this address. At the time of this writing, staff had not received any public comments.

2330 Barclay St



Zoning Map



Aerial Map



STAFF RECOMMENDATION

Staff agrees that this use is compatible with the neighborhood and is a less-intense use than the current event center.

There appears to be a non-conforming sign on site. Staff recommends approval of the special use permit contingent upon removal of the banner sign.

DELIBERATION

The following proposed motion is offered for consideration:

I move that the request for a special use permit to operate a food exchange, learning garden, and office space for educational use, at 2330 Barclay Street be approved with the following condition:

1. The banner sign is removed. All signage must conform with the zoning ordinance.

Hearing, Case 2024-34: Staff initiated request to rezone a portion of 1095 3rd Street from Convenience Comparison Business (B-2), to Form Based Code, Neighborhood Core.

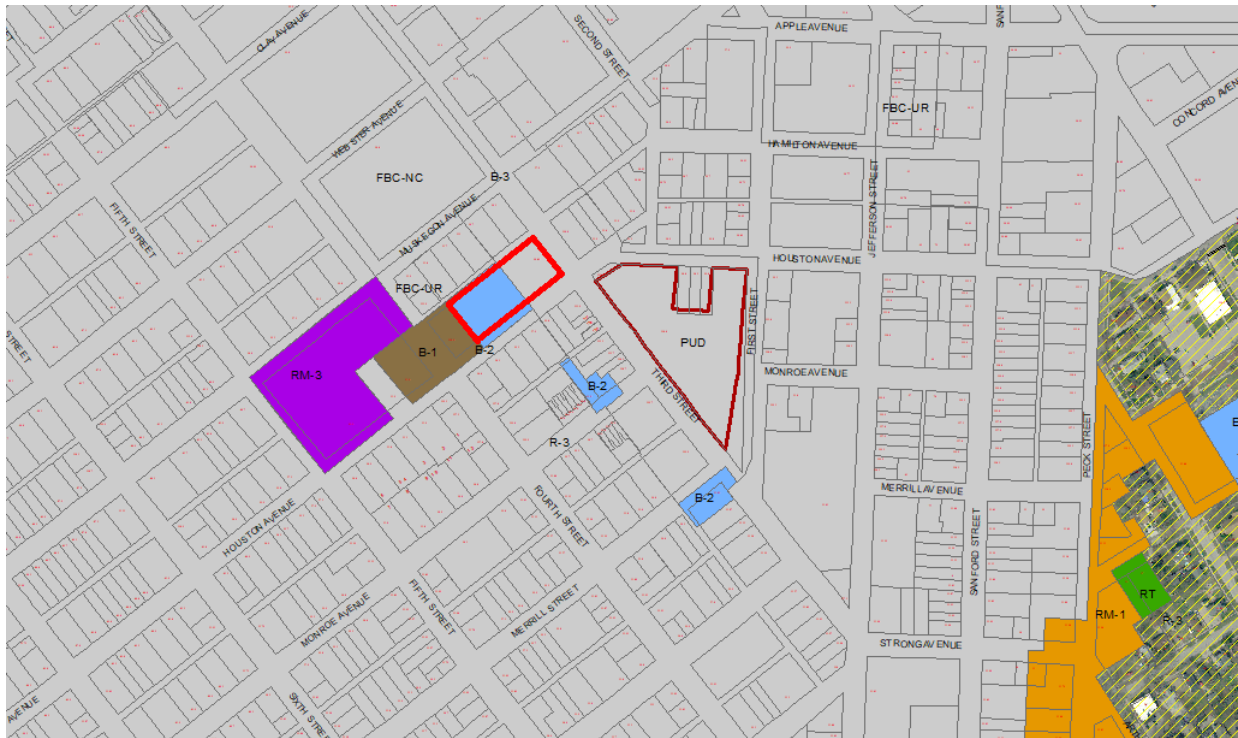
SUMMARY

1. The City of Muskegon currently owns the former “Catholic Charities” property that is now vacant at the corner of 3rd/Houston. The City is working with a developer to rehab the existing building into apartments and to also add additional residential units, such as rowhouses, on the vacant portion of land along Houston Ave.
2. The portion of the property that contains the existing building is zoned Form Based Code, Mainstreet.
3. Staff is proposing to rezone the current B-2 portion of the property to Form Based Code, Neighborhood Core. Staff believes this zoning designation would allow the most flexibility for different types of housing units, as the addition is still being designed.
4. Please see the enclosed zoning ordinance excerpt for FBC, NC districts.
5. Notice was sent to all parcels within 300 feet of this property. At the time of this writing, staff had not received any comments from the public.

1095 3rd St



Zoning Map



Aerial Map



DELIBERATION

The following proposed motion is offered for consideration:

I move that the request to rezone a portion of 1095 3rd Street from Convenience Comparison Business (B-2), to Form Based Code, Neighborhood Core be recommended for approval to the City Commission.