

**CITY OF MUSKEGON
PLANNING COMMISSION
REGULAR MEETING
MINUTES**

September 12, 2024

Mazade called the meeting to order at 4:00 p.m. and the roll was taken.

MEMBERS PRESENT:	S. Gawron, L. Willett-LeRoi, B. Mazade, L. Simmons II, and S. Blake
MEMBERS ABSENT:	None
MEMBERS EXCUSED:	K. Johnson, J. Seyferth, D. Keener, and J. Montgomery-Keast
STAFF PRESENT:	M. Franzak, S. Romine
OTHERS PRESENT:	None

APPROVAL OF MINUTES

A motion to approve the Minutes of the Planning Commission meeting on August 15, 2024, was made by S. Gawron, supported by L. Willett-LeRoi, and unanimously approved.

PUBLIC HEARING

Hearing, Case 2024-23: Request for a special use permit to expand a non-conforming structure no more than 30% at 3256 Wilcox Avenue.

SUMMARY

1. The property is zoned R-1, Low-Density Single Family Residential.
2. The property is a combination of two lots and measures 145' x 125'.
3. There are two garages and a shed located on the property. All of the accessory structures are located in the front yard, making them legally non-conforming. Also, only one garage and one shed may be located on a property, so the second garage is also considered legally non-conforming because of the number of accessory structures.
4. The applicant is requesting to combine the two garages. This will create 140 sf of additional garage space between the two units.
5. Non-conforming structures are allowed to increase in size up to 30% with the issuance of a special use permit. The two garages measure 700 sf together, so they would be allowed up to an additional 210 sf to be within the 30% requirement.
6. Please see the enclosed site plan.
7. Notice was sent to all properties within 300 feet, at the time of this writing staff has not received any comments.

PUBLIC COMMENTS

None

CLOSE PUBLIC HEARING – MOTION

A motion to close the public hearing was made by S. Gawron, supported by L. Willett-LeRoi, and unanimously approved.

MOTION

L. Willett-LeRoi moved, seconded by S. Blake, that the request for a special use permit to expand a non-conforming structure no more than 30% by combining the two garages as presented at 3256 Wilcox Avenue be approved.

ROLL CALL VOTE

S. Gawron: Yes

B. Mazade: Yes

L. Willett-LeRoi: Yes

L. Simmons II: Yes

S. Blake: Yes

MOTION PASSES

NEW BUSINESS

Case 2024-26: Request for a site plan review for a new building at 2675 Olthoff St, by 2675 Olthoff, LLC.

SUMMARY

1. Please see the enclosed "Site Plan" and "Revised Site Plan" documents.
2. The new building measures 195,000 sf and will be used for an industrial company. The property is currently owned by the City, it was acquired from the Muskegon County Correctional Facility.
3. The revised site plan depicts a new driveway ingress/egress as requested by the Engineering
4. Department. The revised plans will be incorporated into the Site Plan documents after approval.
5. There are 254 parking spaces proposed, which appears to be more than adequate.
6. A stormwater permit will be required from the Engineering Dept.
7. Portions of the south property line show grading at steeper than 1:2 slopes. A retaining wall or other slope stabilization will be needed.
8. The Fire Department may require additional fire hydrants.
9. A landscaping plan has not been submitted.

MOTION

S. Gawron moved, seconded by L. Willett-LeRoi, that the site plan for a new building at 2675 Olthoff St be approved with the following conditions:

1. The Fire Marshall approves the fire hydrant locations.
2. A stormwater permit is obtained from the Engineering Dept.
3. A retaining wall or other slope stabilization method is approved by the Engineering Dept.
4. A landscaping plan is approved by the Planning Dept.

ROLL CALL VOTE

S. Gawron: Yes
L. Willett-LeRoi: Yes
S. Blake: Yes

B. Mazade: Yes
L. Simmons II: Yes

MOTION PASSES

PUBLIC HEARING

Hearing, Case 2024-24: Staff-initiated request to amend Article II (Definitions) of the zoning ordinance to create a definition for “cat café.”

SUMMARY

1. Staff has been receiving requests from potential business owners who would like to operate a “cat café” in Muskegon. A cat café is a theme café whose attraction is cats who can be watched and played with and are often up for adoption.
2. This use has recently become more popular over the past few years and several cat cafes have opened around the state.
3. The zoning ordinance defines “commercial kennel” as “any premises on which more than three dogs or more than four cats, older than four months old, are kept on any premises which offer cats or dogs for sale on a reoccurring basis.”
4. This new “cat café” definition would allow these types of businesses to operate, under certain
5. regulations, without violating the commercial kennel zoning regulations.

PUBLIC COMMENTS

NONE.

CLOSE PUBLIC HEARING – MOTION

A motion to close the public hearing was made by L. Willett-LeRoi, supported by L. Simmons II, and unanimously approved.

MOTION

J. Montgomery-Keast moved, seconded by S. Gawron, that the request to amend Article II (Definitions) of the zoning ordinance to create a definition for “cat café” be recommended to the City Commission for approval.

ROLL CALL VOTE

S. Gawron: Yes
L. Willett-LeRoi: Yes
S. Blake: Yes

B. Mazade: Yes
L. Simmons II: Yes

MOTION PASSES

Hearing, Case 2024-25: Staff-initiated request to amend Article XX and Sections 1100 and 1300 to allow cat cafes as a special use permitted in Form-Based Code, Downtown; Form-Based Code, Mainstreet; Form-Based Code, Neighborhood Core, Lakeside Form-Based Code, Lakeside Commercial, Lakeside Form-Based Code, Mixed Residential; B-2, Convenience & Comparison Business; and B-4, General Business districts.

SUMMARY

1. This amendment would allow cat cafes as a special use permitted in the following zoning districts: B-2; B-4; FBC, DT; FBC, MS; FBC, NC; LFBC, LC; and LFBC, MR.
2. Please follow this [link](#) to see cat cafes that are currently in operation throughout Michigan.
3. To operate a cat café, an applicant would have to apply for a special use permit and attend a public hearing. The proposed regulations for a cat café are listed below.

CLOSE PUBLIC HEARING – MOTION

A motion to close the public hearing was made by S. Gawron, supported by L. Willett-LeRoi, and unanimously approved.

MOTION

S. Gawron moved, seconded by S. Blake, that the request to amend Article XX and Sections 1100 and 1300 to cat cafes as a special use permitted in Form-Based Code, Downtown; Form-Based Code, Mainstreet; Form-Based Code, Neighborhood Core, Lakeside Form-Based Code, Lakeside Commercial, Lakeside Form-Based Code, Mixed Residential; B-2, Convenience & Comparison Business; and B-4, General Business districts be recommended to the City Commission for approval.

ROLL CALL VOTE

S. Gawron: Yes	B. Mazade: Yes
L. Willett-LeRoi: Yes	L. Simmons II: Yes
S. Blake: Yes	

MOTION PASSES

OLD BUSINESS

None.

ADJOURN

There being no further business, the meeting was adjourned at 5:21 pm.