

# CITY OF MUSKEGON

## PLANNING COMMISSION MEETING

**June 12, 2025 @ 4:00 PM**

**MUSKEGON CITY COMMISSION CHAMBERS  
933 TERRACE STREET, MUSKEGON, MI 49440**

☐ **CALL TO ORDER:**

☐ **ROLL CALL:**

☐ **APPROVAL OF MINUTES:**

☐ **PUBLIC HEARINGS:**

**A. Case 2025-19: Request for a special use permit to operate an urban commercial farm at 2407 Barclay St, by Coty Sloan.** Planning

**B. Case 2025-20: Request for a special use permit to operate a cat café at 926 2nd Street, by The Arc of Muskegon.** Planning

**C. Case 2025-21: Request to rezone the property at 62 Irwin Avenue from R, Neighborhood Residential to RM-1, Low-Density Multiple Family Residential.** Planning

**D. Case 2025-22: Request to rezone the property at 1188 Lakeshore Drive from Lakefront Recreation to Form Based Code, Urban Residential.** Planning

**E. Case 2025-23: Request to amend the Planned Unit Development at 1148/1204 W Western Ave (Adelaide Point) to allow retail and other commercial uses in the boat storage/warehousing buildings.** Planning

☐ **UNFINISHED BUSINESS:**

☐ **NEW BUSINESS:**

**A. Case 2025-24: Request for a site plan review for building additions at 2034, 2084, and 2140 Latimer Dr, by GE Aerospace.** Planning

☐ **ANY OTHER BUSINESS:**

☐ **GENERAL PUBLIC COMMENT:**

► Reminder: Individuals who would like to address the City Commission shall do the following: ► Fill out a request to speak form attached to the agenda or located in the back of the room. ► Submit the form to the City Clerk. ► Be recognized by the Chair. ► Step forward to the microphone. ► State name. ► Limit of 3 minutes to address the Commission.

□ **ADJOURNMENT:**

**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](http://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](mailto:clerk@shorelinecity.com)



## Agenda Item Review Form

### Muskegon Planning Commission

|                                                      |                                                                                                                                     |
|------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|
| <b>Commission Meeting Date:</b> June 12, 2025        | <b>Title:</b> Case 2025-19: Request for a special use permit to operate an urban commercial farm at 2407 Barclay St, by Coty Sloan. |
| <b>Submitted by:</b> Mike Franzak, Planning Director | <b>Department:</b> Planning                                                                                                         |

**Brief Summary:**  
Request for a special use permit to operate an urban commercial farm at 2407 Barclay St.

**Detailed Summary & Background:**  
**SUMMARY**  
The applicant is an urban flower farmer and is moving his business, Restoring Eden, from Georgia to Michigan. He is requesting a special use permit to operate an urban commercial farm at 2407 Barclay St. He would grow flowers on site and supply them to florists, event planners, and customers. The ordinance allows for urban commercial farms in this zoning district with the issuance of a special use permit, but it does not allow for retail sales on site.

The property is zoned R, Neighborhood Residential, and there is an existing duplex on site. The parcel is fairly secluded, with no residential neighbors in the back and a storage facility to the south. The applicant will own the duplex and live in the unit to the north, and a tenant (not involved with the farm) will rent the unit to the south (closest to the farm). Ruddiman Creek runs through the southernmost portion of the lot. The parcel measures 1.7 acres.

Please see the enclosed site plan document that shows the layout of the farm. Please also see the copy of the Community Gardens, Private Gardens, and Urban Commercial Farms ordinance.

Notice was sent to all properties within 300 feet of the property. At the time of this writing, staff did not receive any comments from the public.

**EXERCISE**  
Planning Commissioners, please be prepared to answer and discuss the following questions as they relate to Section 2332.4 of the zoning ordinance:

1. Do you believe this use is consistent with all adjacent uses and structures?
2. Do you believe the proposed use would be considered offensive or a nuisance for any of the following reasons?
  - a. Increased traffic
  - b. Noise
  - c. Vibration
  - d. Light
3. Do you find that adequate water and sewer infrastructure exists or will be constructed to service the use?

**STAFF RECOMMENDATION**

Staff recommends approval of the special use permit for the urban commercial farm. Furthermore, staff believe this would be a great location for on-site sales, although the ordinance does not allow for it. It may be worth exploring an amendment to the accessory commercial unit (ACU) ordinance to provide an opportunity for urban farms to operate sales carts/booths on-site, and also designating this area, which is fairly commercial, as an allowed ACU designation.

**Goal/Focus Area/Action Item Addressed:****Key Focus Areas:****Goal/Action Item:**

2027 Goal 2: Economic Development Housing and Business

**Amount Requested:**

N/A

**Budgeted Item:**

|     |  |    |  |     |   |  |
|-----|--|----|--|-----|---|--|
| Yes |  | No |  | N/A | X |  |
|-----|--|----|--|-----|---|--|

**Fund(s) or Account(s):**

N/A

**Budget Amendment Needed:**

|     |  |    |  |     |   |  |
|-----|--|----|--|-----|---|--|
| Yes |  | No |  | N/A | X |  |
|-----|--|----|--|-----|---|--|

**Recommended Motion:**

I move to approve the special use permit to operate an urban commercial farm at 2407 Barclay St based on the findings of facts listed in the staff report.

**Approvals:**

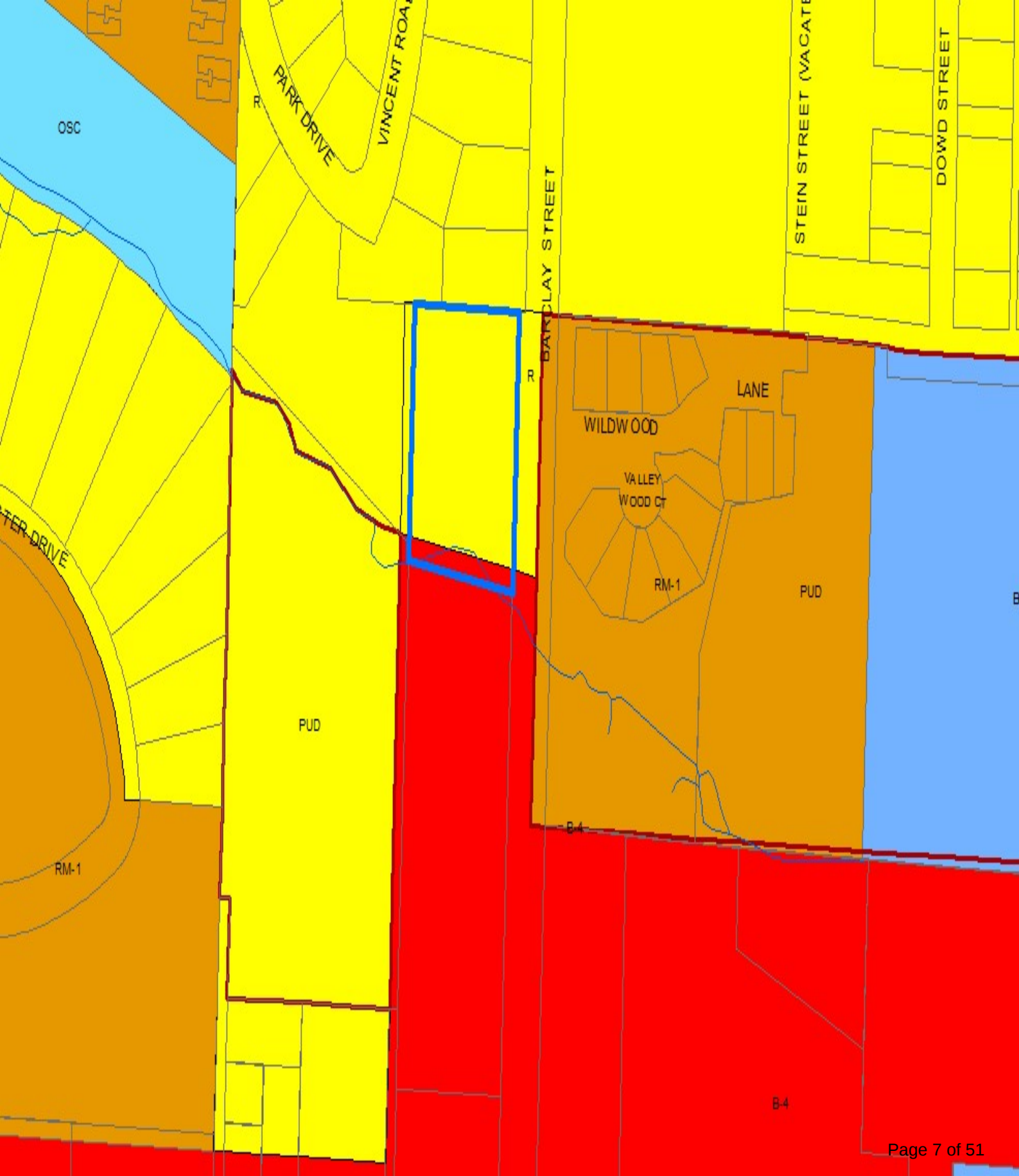
|                         |   |  |
|-------------------------|---|--|
| Immediate Division Head | X |  |
| Information Technology  |   |  |
| Other Division Heads    |   |  |
| Communication           |   |  |
| Legal Review            |   |  |

**Guest(s) Invited / Presenting:**

No

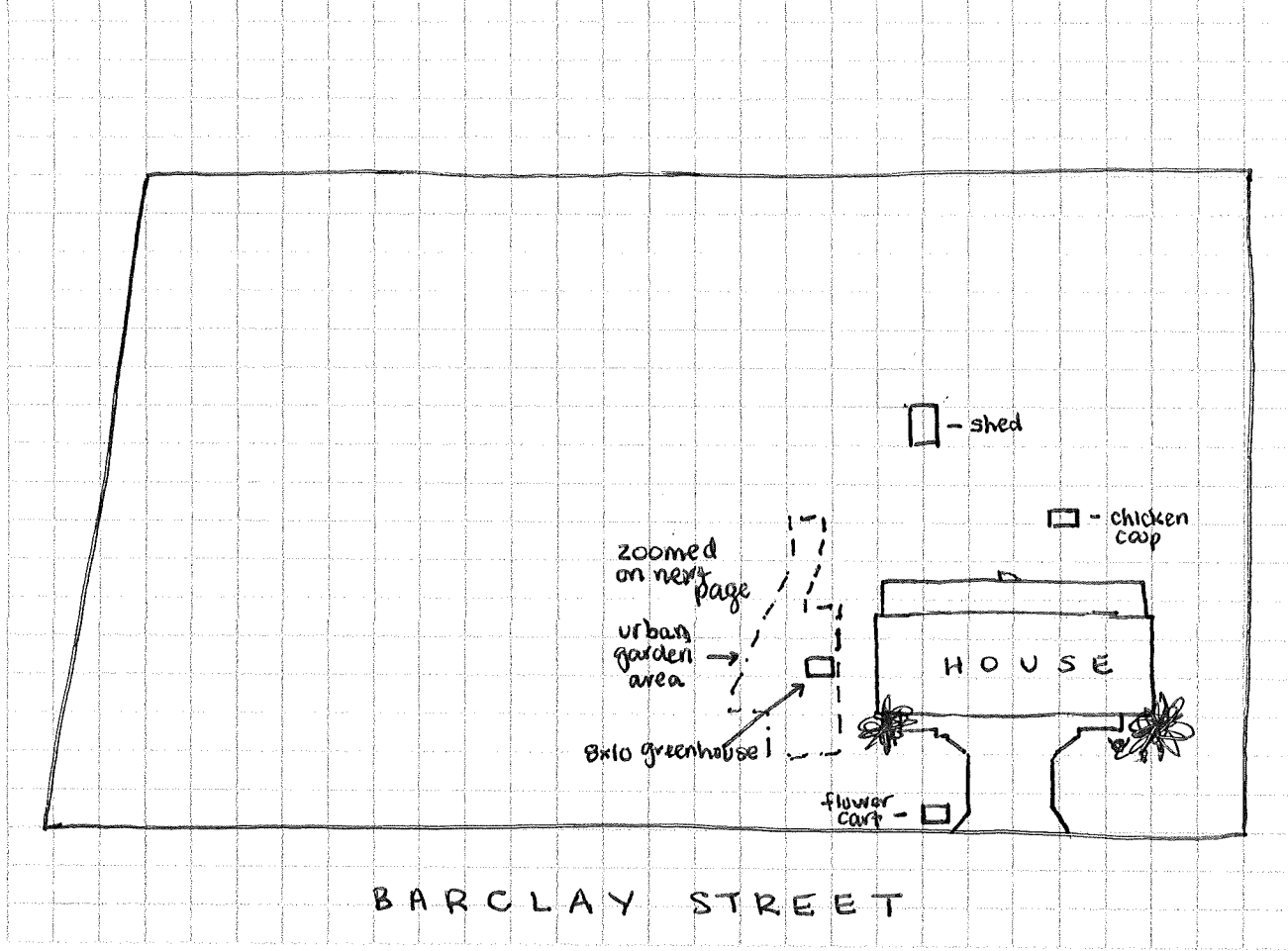






## Site Plan

*Start by drawing an outline of your property (rectangle, square, etc). Add the house and any outbuildings. Draw where the proposed fence, shed, parking pad, etc. will be located. For structures other than fences, note the setback measurements from the property line(s). Make sure to show street name(s) & location. A sample drawing is located below.*



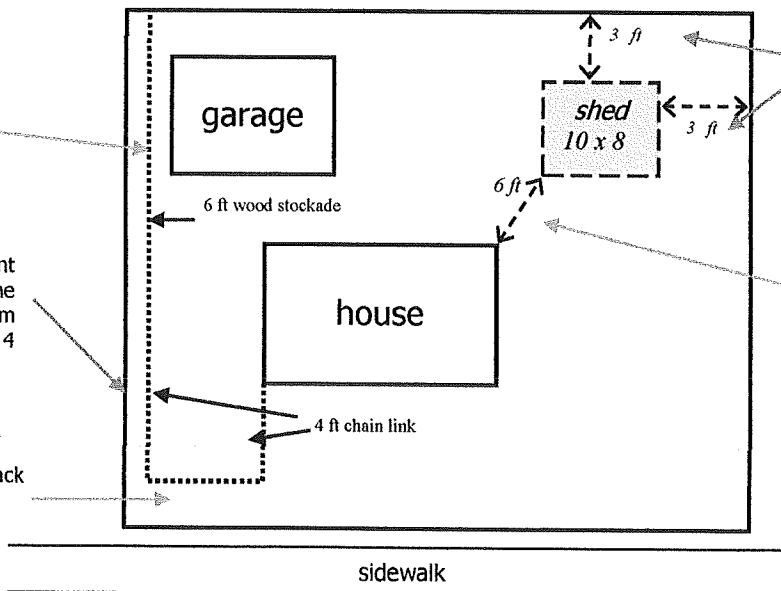
**SAMPLE SITE PLAN DRAWING:**

### FOR FENCES:

Draw a line to show where your fence will be.

Area in front of the front building line of the home (shaded area) – Maximum height for open fence is 4 feet; privacy fence, 3 feet

Fence must be 18 inches back from the sidewalk



### FOR SHEDS & POOLS:

Note how many feet from the property line(s) the shed or pool will be (setback must be at least 3 feet from property lines). Pools cannot be located under any overhead utility lines.

Note how many feet from the house the shed or pool will be (must be at least 6 feet from the house)

*For a house on a corner lot, contact Planning Dept. staff for assistance, due to additional regulations*



- c. Cold Frame means transparent-roofed enclosure, built low to the ground, used to protect plants from adverse weather. The transparent top admits sunlight and prevents heat escape via convection that would otherwise occur, particularly at night. Essentially, a cold frame functions as a miniature greenhouse to extend the growing season.
- d. Compost means relatively stable decomposed organic matter for use in agricultural and other growing practices, usually consisting of materials such as grass, leaves, yard waste, worms, and also including raw and uncooked kitchen food wastes, but specifically excluding bones, meat, fat grease, oil, raw manure and milk products.
- e. Farm Animals means all animals traditionally found or used on an operating farm, including but not limited to, horses, sheep, goats, cows, chickens, donkeys, turkeys and alpaca.
- f. Farm Coordinator means an Urban Commercial Farm or Community Garden’s designated liaison to the city.
- g. Farm Equipment and Tools means those pieces of machinery and tools used to prepare the soil, cultivate produce, fertilize, harvest, etc., including but not limited to, tractors, rototillers, rakes, shovels, hoes, fertilizer, pesticide and herbicide spreaders and sprayers, etc.
- h. Greenhouse means a building or structure whose roof and sides are made largely of glass or other transparent or translucent material and in which the temperature and humidity can be regulated for the cultivation of plants.
- i. Hoop house means an unheated structure whose roof and sides are made largely of transparent or translucent material (not glass) for the purpose of the cultivation of plants inside.
- j. Orchard means the establishment, care, harvesting of a group of more than ten (10) fruit or nut bearing trees.
- k. Private Garden means an accessory or principal use where the owner or tenant grows and harvests food crops and/or non-food crops for personal use by the owner or tenant of the land.
- l. Rainwater Catchment System means a method of catching rainwater runoff from the roof of a structure into rain gutters that channel into a rain barrel, drum or cistern.
- m. Urban Commercial Farm means land used for the cultivation of fruits and vegetables, plants, flowers or herbs for sale or profit. It is an accessory use on a residential or commercial property requiring a special use permit and business license.

## 2. Agricultural Uses

The agricultural uses of Community Gardens, Private Gardens and Urban Commercial Farms are limited to the cultivation of herbs, fruits, flowers, or vegetables, including the cultivation and tillage of soil and the production, cultivation, growing and harvesting of any agricultural, floricultural, or horticultural produce. Farm animals, including livestock, are prohibited.

The agricultural uses of Community Gardens, Private Gardens and Urban Commercial Farms shall not be detrimental to the physical environment or to the public health and general welfare by reason of excessive production of noise, smoke, fumes, vibrations, odors, chemical or biological pollutants.

3. Property Maintenance

- a. Property used for Community Gardens, Private Gardens and Urban Commercial Farms shall be maintained in an orderly and neat condition, free of high grass (with the exception of purposely cultivated native species, which shall be allowed), noxious weeds, or debris. Dead garden plants shall be removed regularly, and in any instance, no later than November 30th of each year.
- b. Plants from cultivated areas shall be prevented from encroaching onto adjacent properties or onto the public right-of-way.
- c. Seeds and harvested crops on site shall be stored so as not to attract animals.
- d. Compost must be maintained and stored to avoid any odor reaching neighboring property.
- e. Fencing is permitted, but requires a development permit from the city, and must comply with existing fencing rules and regulations.

4. Applicable Laws

Community Gardens, Private Gardens and Urban Commercial Farms shall comply with all applicable local, state and federal regulations.

5. Site Plan Requirements

A Site Plan is required for all Urban Commercial Farms and Community Gardens.

The Farm Coordinator shall submit a site plan to the Zoning Administrator for approval prior to beginning a Community Garden or Urban Commercial Farm. The site plan must include the following:

- a. The name of the Farm Coordinator.
- b. The project address.
- c. The project name (if any).
- d. The legal owner of the parcel(s). If the Community Garden or Urban Commercial Farm is a tenant, include the length of the current lease.
- e. Gross site area of parcel(s) to be used, including dimensions.
- f. Location of the following: principal and accessory structures, crop areas, fencing and walls, ingress and egress, loading areas, compost piles, trash containers and dumpsters, signage, restroom facilities (if any), and all bodies of water and wetlands adjacent to or in the immediate vicinity of the parcel(s).

- g. A narrative description generally describing the following, as applicable:
  - i. The types, methods of application, storage of proposed pesticides, herbicides, fertilizers, and any other chemicals that will be used.
  - ii. The type of machinery and equipment proposed and description of the noise, vibration, smoke, odor, dust, dirt that may be a nuisance to surrounding properties.
  - iii. Evaluation of existing soil conditions and plans to mitigate soil issues, as necessary.

#### 6. Community Gardens and Urban Commercial Farms

Community Gardens are intended to bring citizens together to work collaboratively in growing food for their personal use or donation, or sales to generate income for garden activities that benefit the community; to promote education with regard to agriculture, provide a positive communal environment for children and adults living nearby and an opportunity for volunteer work among participants. Community Gardens are not intended to be for-profit commercial farming operations. Urban Commercial Farms, on the other hand, are intended to be for-profit commercial farming operations, operated by an individual or a single group.

Community Gardens are a principal use permitted in B-1, Limited Business; B-5, Governmental Business; MC, Medical Care; and all Residential (R-1, R-2, R-3, RT, RM-1, RM-2, RM-3) zoning districts.

Urban Commercial Farms are a Special Land Use permitted in B-1, Limited Business; B-5, Governmental Business; MC, Medical Care; and all Residential (R-1, R-2, R-3, RT, RM-1, RM-2, RM-3) zoning districts.

Community Gardens and Urban Commercial Farms are permitted in their respective Zoning Districts subject to the following conditions:

- a. Each Community Garden and Urban Commercial Farm shall have a Farm Coordinator designated as its liaison to the City. The Coordinator's name and contact information shall be given to the Zoning Administrator.
- b. No on-site sales shall be permitted, unless the produce is grown on a site where sales of produce are already permitted under the zoning laws, such as a grocery store or restaurant.
- c. The Community Garden or Urban Commercial Farm must be designed and maintained so that water, chemicals, dirt, mud or fertilizer will not drain into the streets, alleys or adjacent properties. Any use of pesticides or fertilizers must comply with applicable state or federal regulations.
- d. Setback Requirements must be met:
  - i. Buildings and accessory structures must comply with the setback, height and size requirements of the zoning district in which the garden or farm is located.

- ii. Rain barrel systems, crop areas, and planting beds must be set back at least five (5) feet from all property lines. This may be reduced to three (3) feet within the presence of a fence.
- iii. Orchards and all crops reaching a height of five (5) feet at maturity shall be set back at least fifteen (15) feet from all property lines. The side and back setbacks may be reduced to five (5) feet within the presence of a fence.
- iv. The required setback areas must be covered with ground plants, which may include native or ornamental grasses and low ornamental plantings. Mulch may also be used as an appropriate ground covering except in the first five (5) feet of the front setback.
- v. Compost areas or waste bins must be less than sixteen (16) square feet in size and must be set back at least ten (10) feet from all property lines and at least twenty (20) feet from the nearest principal residential structure.
- e. On-site amenities like picnic tables, garden art, benches, and bike racks are permitted as long as they meet setbacks requirements, do not obstruct the clear vision at drives or intersections, and do not create a nuisance for neighboring properties.
- f. Community Gardens on vacant parcels may erect a hoop house or greenhouse as a primary structure.
- g. No water or irrigation wells may be installed unless by a state-licensed well-drilling firm, and with approval and necessary permit from the city and county. All groundwater wells located on city property must be removed by the responsible group, at their expense, when the garden is no longer in use.
- h. Oats, wheat and rye may be used as a winter cover crop, but not grown to full maturity in any season.
- i. Trash receptacles shall be located to the rear of the property unless the Department of Public Works determines that another location creates less impact on the adjacent properties.
- j. Lighting, if provided, shall be shielded so that all directly emitted light falls within the property.
- k. Farm equipment, tools, supplies, and machinery shall be stored in an enclosed structure or removed from the property daily. All chemicals and fuels shall be stored off of the ground, in an enclosed, locked structure when the site is unattended.
- l. Tractors and other diesel generated motorized vehicles within a residential zoning district shall be restricted to hours beginning at 8:00am and ending at 8:00pm.
- m. Temporary restroom facilities are permitted only during the growing season from April 15th through October 15th. The facilities shall be screened on at least three (3) sides from public view by fencing, structures or plantings of sufficient height.

7. Business License for Commercial Farming

All Urban Commercial Farms and those Community Gardens wishing to engage in Commercial Farming through the sale of any agricultural products must first obtain a business license through the City. Community Gardens that do not engage in Commercial Farming are not required to obtain a business license.

8. Private Gardens

- a. Private Gardens are permitted uses in all zoning districts.
- b. Commercial Farming, i.e., the sale of any agricultural products yielded, from a Private Garden is prohibited.
- c. No Site Plan is required for a Private Garden.
- d. The requirements outlined above in Section 6 for Urban Commercial Farms and Community Gardens do not apply to Private Gardens.

SECTION 2314: SHORT-TERM RENTAL OVERLAY DISTRICT

A Short-Term Rental Overlay District is hereby created as outlined in Figure 23-3. Within said overlay district, a certain number of short-term rentals are licensed in each zone pursuant to City Code Sections 10-353 through 10-379. The zones were created using census tract information and will be periodically reviewed to ensure that this ordinance reflects the appropriate balance of short-term rentals among other use types.

1. Overlay District:

- a. Location: See Figure 23-3 for the location of the overlay district, which is separated into 11 different zones, each allowing their own maximum number of short-term rentals.
- b. Number of short-term rentals allowed per zone: A short-term rental must be located in a unit designated for residential use. The number of short-term rentals allowed in each zone is as follows:  
  
Zone 1 – 34  
Zone 2 – 68  
Zone 3 – 60  
Zone 4 – 70  
Zone 5 – 79  
Zone 6 – 25  
Zone 7 – 80  
Zone 8 – 50  
Zone 9 – 95  
Zone 10 – 77  
Zone 11 – 13
- c. Exemptions: Properties located within the Downtown Development Authority, Lakeside Business Improvement District, and Lakeside Corridor Improvement Authority boundaries are exempt



## Agenda Item Review Form

### Muskegon Planning Commission

|                                                      |                                                                                                                               |
|------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| <b>Commission Meeting Date:</b> June 12, 2025        | <b>Title:</b> Case 2025-20: Request for a special use permit to operate a cat café at 926 2nd Street, by The Arc of Muskegon. |
| <b>Submitted by:</b> Mike Franzak, Planning Director | <b>Department:</b> Planning                                                                                                   |

**Brief Summary:**  
Request for a special use permit to operate a cat café at 926 2nd Street, by The Arc of Muskegon.

**Detailed Summary & Background:**  
The property is zoned FBC, Mainstreet. Cat cafes are allowed as a special use permitted under the following conditions:

- a. Keeping of domestic animals shall be consistent with the provisions of Chapter 26, noise, and Chapter 70, nuisances/littering of the City's Code of Ordinances.
- b. Limited to cats (felines) only.
- c. Capacity: The establishment must provide 62 square feet per one (1) cat and no more than 15 on-site at any one time.
- d. The cats shall always be kept separate from food preparation areas.
- e. The boarding of cats shall take place entirely indoors.
- f. Any cats leaving the establishment must be in a carrier.
- g. A sign indicating a 24-hour emergency phone number shall be kept current and posted on the site in a place clearly visible from the exterior.

The building unit measures 907 sq ft, which would allow up to 14 cats on site. The applicant has stated that they plan on having between 4-6 cats.

Notice was sent to all properties within 300 feet of this parcel. At the time of this writing, staff had received one email in support of the project.

**EXERCISE**  
Planning Commissioners, please be prepared to answer and discuss the following questions as they relate to Section 2332.4 of the zoning ordinance:

- 1. Do you believe this use is consistent with all adjacent uses and structures?
- 2. Do you believe the proposed use would be considered offensive or a nuisance for any of the following reasons?
  - a. Increased traffic
  - b. Noise
  - c. Vibration
  - d. Light
- 3. Do you find that adequate water and sewer infrastructure exists or will be constructed to service the use?

**STAFF RECOMMENDATION**

Staff recommends approval of the special use permit with a maximum number of 14 cats.

**Goal/Focus Area/Action Item Addressed:****Key Focus Areas:****Goal/Action Item:**

2027 Goal 2: Economic Development Housing and Business

**Amount Requested:**

N/A

**Budgeted Item:**

|     |  |    |  |     |   |  |
|-----|--|----|--|-----|---|--|
| Yes |  | No |  | N/A | X |  |
|-----|--|----|--|-----|---|--|

**Fund(s) or Account(s):**

N/A

**Budget Amendment Needed:**

|     |  |    |  |     |   |  |
|-----|--|----|--|-----|---|--|
| Yes |  | No |  | N/A | X |  |
|-----|--|----|--|-----|---|--|

**Recommended Motion:**

I move to approve the special use permit to allow a cat cafe, with a maximum number of 14 cats, at 926 2nd St based on the findings of facts listed in the staff report.

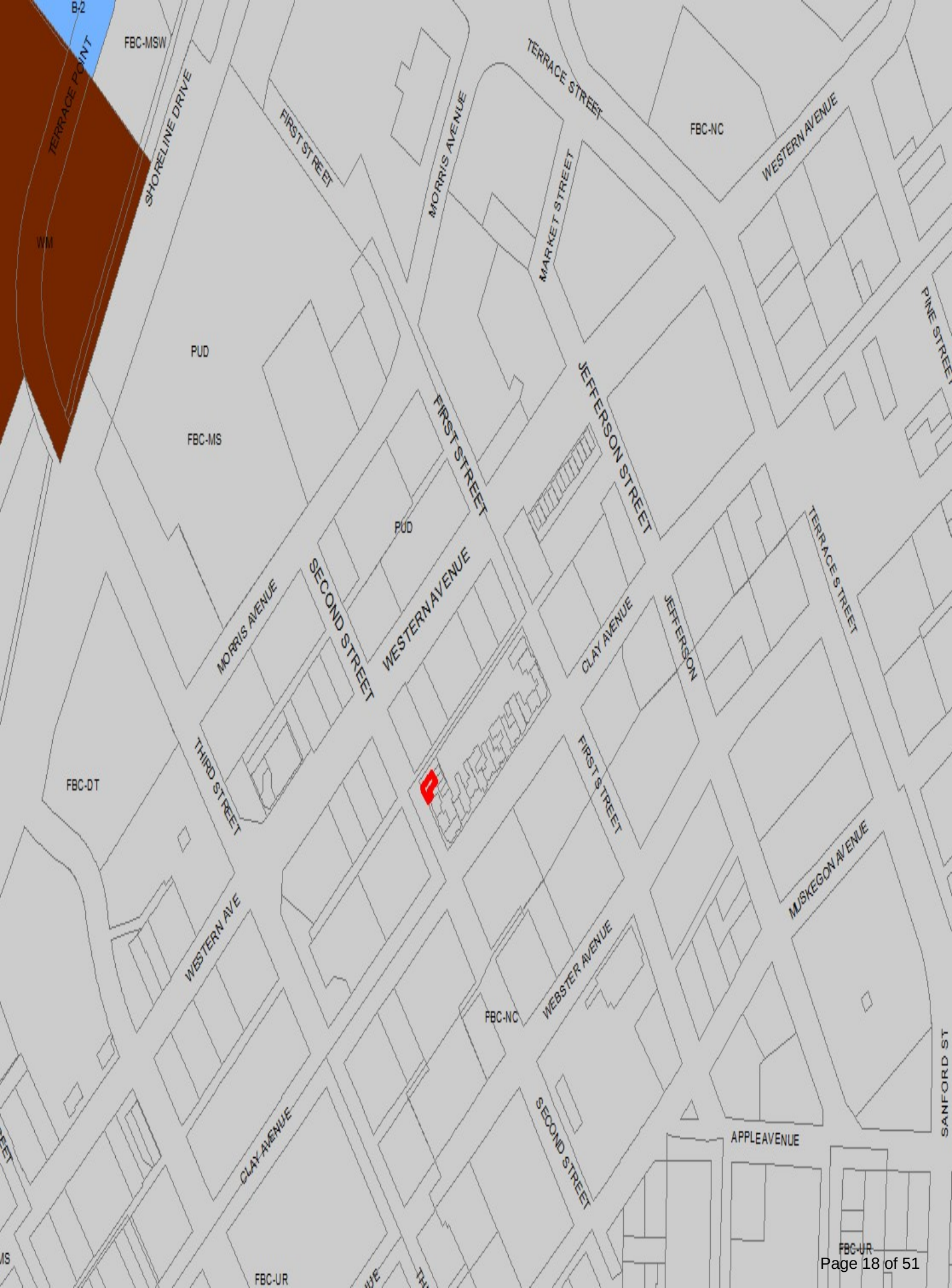
**Approvals:**

|                         |   |  |
|-------------------------|---|--|
| Immediate Division Head | X |  |
| Information Technology  |   |  |
| Other Division Heads    |   |  |
| Communication           |   |  |
| Legal Review            |   |  |

**Guest(s) Invited / Presenting:**

No









WHERE CATS FIND HOMES  
& PEOPLE FIND PURPOSE

## Business Plan

By Chris Pickel, Executive Director

# Executive Summary

## Product/Service

The Whisker Room sells coffee, tea and other refreshments while providing a safe shelter for adoptable cats from the Muskegon Humane Society. The café will provide jobs and job training for individuals with intellectual and developmental disabilities. Volunteer opportunities will also be available to establish soft employment skills.

Education on cat care, pet owner responsibilities and adoption opportunities will be a focal point of the partnership between The Arc of the Lakeshore and Big Lake Humane Society.

## Customers

The target audience for The Whisker Room will be the general public. Our goal is to educate and highlight the incredible work The Arc of the Lakeshore does for individuals with disabilities and to bring the organization to a forefront of the public's view.

## Future of the Company

Although there are many established coffee shops in downtown Muskegon, we believe our concept of having a cat café will attract a larger population of patrons including families. Downtown Muskegon is growing by exponential proportions, making it an ideal time to establish a café with a niche.

# Company Description

## Mission Statement

To provide an establishment where individuals with disabilities can showcase their job skills to the public while also creating a friendly place for the community to interact and adopt homeless cats.

## Principal Members

The Arc of the Lakeshore

## Legal Structure

The Whisker Room is a subsidiary of The Arc of the Lakeshore a Non-Profit organization

# Market Research

## Industry

The Whisker Room will be a part of the significant growth of the Muskegon Downtown area. While coffee cafés are not new, our cat café will be the first established in Muskegon County. Successful cat

cafés already exist in such cities as Grand Rapids, Kalamazoo, Lansing, Mt. Pleasant, Ann Arbor and the Detroit area.

## Detailed Description of Customers

Although The Whisker Room will be populated by the general public, certain groups such as families and animal lovers predict to be a high percentage of the customers. Animal shelters are a depressing setting for individuals to go select their next family member, individuals will be more likely to frequent a fun and open atmosphere especially parents looking to educate their children on pet responsibilities. Along with animal lovers will be community members willing to support a business providing jobs to individuals with disabilities, to see the inclusiveness in their neighborhood.

## Company Advantages

The Whisker Room will have following advantages over compared competitors:

- Ability to buy beverages and visit with shelter cats
- Provide almost exclusively jobs to individuals with disabilities
- Community outreach
- A sense of purpose
- Educational trainings on pet care along with disability rights
- Family friendly environment

# Regulations

The Whisker Room must meet all local and state ordinances to operate a coffee café. These ordinances include licensing rules surrounding having animals in an establishment that serves consumables. Muskegon County Health Department has been contacted and gave instructions on how to make this feasible.

## Service Line

### Products

The Arc Cat Café will sell the following items including but not limited to:

- Coffee
- Tea
- Pre-packaged drinks
- Pre-packaged food from local restaurants
- apparel
- cat toys
- The Arc Muskegon Memberships
- Miscellaneous cat items

### Pricing Structure

The Whisker will offer goods and services at the following estimated prices:

- Cat café ½ hour block per person \$6 weekdays \$7 weekends
- Cate café 1 hour block per person \$11 weekdays \$11 weekends
- Birthday party rental with the cats \$100 weekday for 1.5 hours

- Birthday party rental with the cats \$150 weekend for 1.5 hours
- Walk in visits \$3 for 15 minutes of cat play
- Special event parties hosted by the café
- Coffee/tea/misc drinks between \$2.00-\$6.00
- Pre-packaged food price tbd by restaurant
- Merchandise prices will vary

## Research and Development

The Arc of the Lakeshore has conducted the following research and development

- Visited 7 cat cafes in Michigan
- Online research of cat cafés across the country
- Big Lake Humane Society agreement for cat in café
- Muskegon County Public Health approval
- Start up pricing evaluated
- Contacted insurance company

## Marketing and Sales

### Communicate with the Customer

The Whisker Room will communicate with its customers by:

- Developing marketing materials with Leverage Marketing
- Creating a separate Facebook page and Instagram
- Promotion on The Arc of the Lakeshore's Facebook page
- Creation of a website
- Link to information on [www.arclakeshore.org](http://www.arclakeshore.org)
- Seeking out media coverage

LOCATE EXISTING COMBO  
/ EMERGENCY LIGHT

COMBO EXIT /  
RGENCY LIGHT

14" H&C 650 ON  
H SIDE OF WALL  
NT ABOVE DOOR  
TRANSFER AIR

8 H&C 821  
STER 160CFM  
ICAL OF 3

TING TRACK LIGHTING  
EMAIN

LOCATE EXISTING  
CK AND LIGHTING

8' STRIP LED / NIGHT LIGHT  
CCUPANCY SENSOR AND  
ER PACK

COMBO EXIT /  
RGENCY LIGHT

LOCATE EXISTING  
CK AND LIGHTING

ORK EXISTING FIRE  
ECTION HEADS AS  
SSARY TO MEET  
ERAGE REQUIREMENTS

8 H&C 821  
STER 160CFM  
ICAL OF 3

EXISTING EXIT SIGN  
TO REMAIN

EX-1

HALL

OCC

EXISTING  
STAIR

EXISTING SPIRAL  
SUPPLY DUCT

KITCHEN

COFFEE  
COUNTER

WAITING

EXISTING TRACK LIGHTING  
TO REMAIN

EXISTING EXIT SIGN  
TO REMAIN

EX-1

NORTH

# PROPOSED REFLECTED CEILING / LIGHTING PLAN



## Agenda Item Review Form

### Muskegon Planning Commission

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| <b>Commission Meeting Date:</b> June 12, 2025                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>Title:</b> Case 2025-21: Request to rezone the property at 62 Irwin Avenue from R, Neighborhood Residential to RM-1, Low-Density Multiple Family Residential. |
| <b>Submitted by:</b> Mike Franzak, Planning Director                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>Department:</b> Planning                                                                                                                                      |
| <b>Brief Summary:</b><br>Request to rezone the property at 62 Irwin Avenue from R, Neighborhood Residential to RM-1, Low-Density Multiple Family Residential.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                  |
| <b>Detailed Summary &amp; Background:</b><br>The property is zoned R-1, Neighborhood Residential. The parcel measures 13,200 sq ft, and the former, vacant church on-site measures 2,583 sq ft. The applicant would like to convert the former church building into residential units. The current zoning would allow up to a duplex, but the building is large enough to host more units. A rezoning to RM-1 would allow up to 16 units per acre, which would be four units on this property, assuming each unit would meet the necessary size requirements. With RM-1 zoning, the applicant would also have the option to apply for a special use permit for a single-room occupancy building, which he is also considering.<br><br>The parcels to the west along Peck St are also zoned RM-1. However, staff have been holding focus group discussions with these business owners about the possibility of rezoning the district to form-based code. Initial discussions were very positive and well-received. Even if these parcels were to be rezoned away from RM-1, the rezoning of 62 Irwin should still be considered for a rezoning to this designation, and staff do not believe this would be considered a spot zone. The Master Plan specifically talks about being flexible with the zoning of former civic buildings and allowing more density in their redevelopment.<br><br>Notice was sent to all properties within 300 feet of this parcel. At the time of this writing, staff had not received any comments from the public.<br><br><b>STAFF RECOMMENDATION</b><br>Staff recommends approval of the rezoning to RM-1. This zoning designation will allow the redevelopment of this civic building into a reasonable number of residential units, which will not vary from what already exists in the area. This request is consistent with the goals of the Master Plan to redevelop former civic buildings into multi-family housing or mixed-use developments. |                                                                                                                                                                  |
| <b>Goal/Focus Area/Action Item Addressed:</b><br><br><b><u>Key Focus Areas:</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                  |

**Goal/Action Item:**

2027 Goal 2: Economic Development Housing and Business

**Amount Requested:**

N/A

**Budgeted Item:**

|     |  |    |  |     |   |  |
|-----|--|----|--|-----|---|--|
| Yes |  | No |  | N/A | X |  |
|-----|--|----|--|-----|---|--|

**Fund(s) or Account(s):**

N/A

**Budget Amendment Needed:**

|     |  |    |  |     |   |  |
|-----|--|----|--|-----|---|--|
| Yes |  | No |  | N/A | X |  |
|-----|--|----|--|-----|---|--|

**Recommended Motion:**

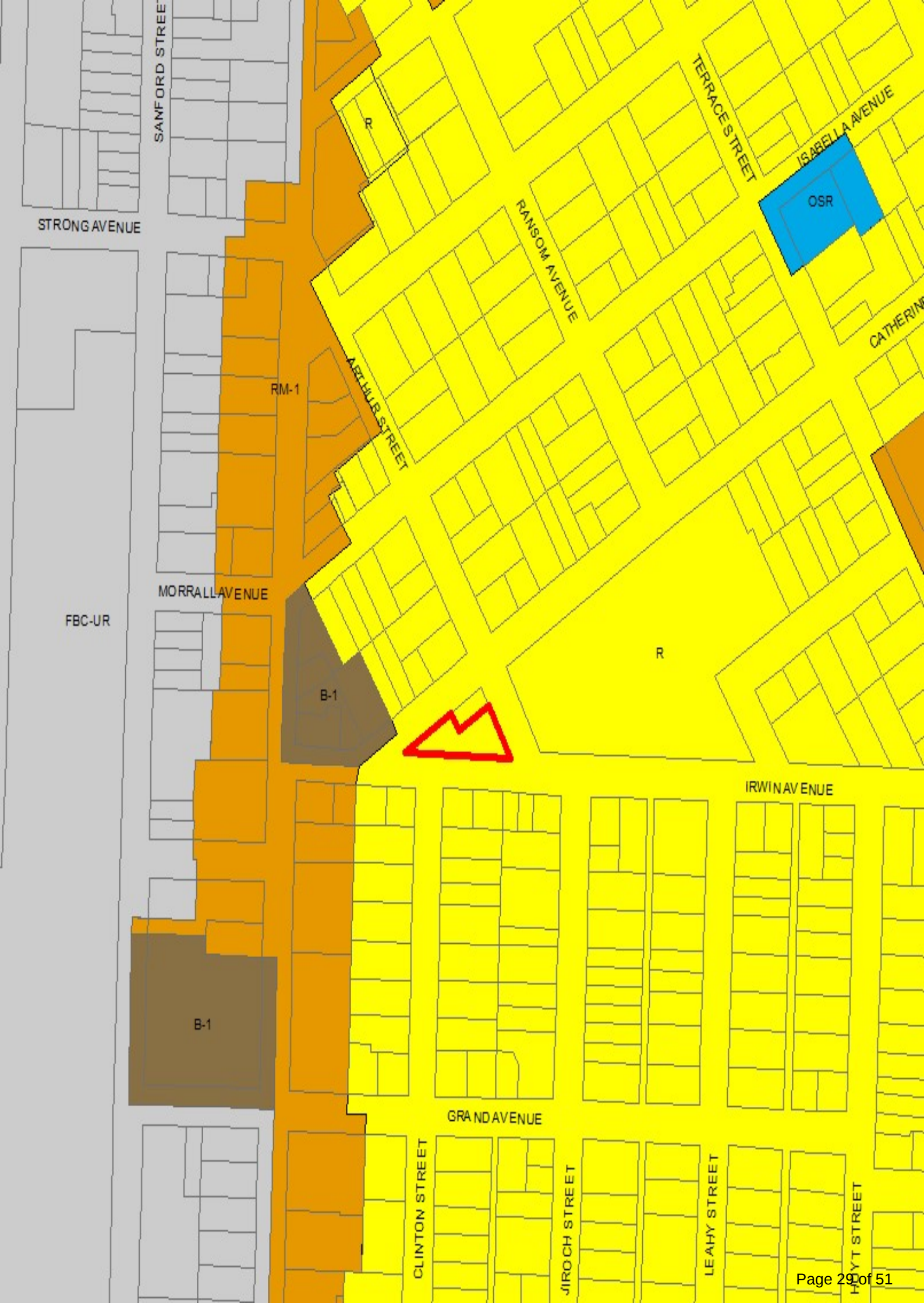
I move that the request to rezone the property at 62 Irwin Ave from R to RM-1 be recommended to the City Commission for approval.

**Approvals:**

|                         |   |  |
|-------------------------|---|--|
| Immediate Division Head | X |  |
| Information Technology  |   |  |
| Other Division Heads    |   |  |
| Communication           |   |  |
| Legal Review            |   |  |

**Guest(s) Invited / Presenting:**

No









## Agenda Item Review Form

### Muskegon Planning Commission

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                     |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Commission Meeting Date:</b> June 12, 2025                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>Title:</b> Case 2025-22: Request to rezone the property at 1188 Lakeshore Drive from Lakefront Recreation to Form Based Code, Urban Residential. |
| <b>Submitted by:</b> Mike Franzak, Planning Director                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>Department:</b> Planning                                                                                                                         |
| <b>Brief Summary:</b><br>Request to rezone the property at 1188 Lakeshore Drive from Lakefront Recreation (LR) to Form Based Code, Urban Residential (FBC-UR).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                     |
| <b>Detailed Summary &amp; Background:</b><br><p>This vacant lot measures 1.6 acres and is zoned LR, Lakefront Recreation. It is located between the Lakeshore Yacht Harbour marina and Adelaide Point and is owned by Cole's Quality Foods. The applicant is considering purchasing the property and would like to build a single-family house to live in. The LR zoning designation does not allow for housing. The lot does not have frontage on a street, but the applicant is working with Lakeshore Yacht Harbour to obtain an easement from the southern end of this lot to W. Western Ave.</p> <p>The applicant is requesting to rezone the property to Form Based Code, Urban Residential, which would allow up to a duplex and an accessory dwelling unit, in terms of density. However, he is only planning on developing one single-family house. Much of the lot is unusable for construction as it lies below the ordinary high watermark, and there is also a large slope in the building footprint area. Utilities will need to be installed underneath the former railroad ROW, and the applicant will be responsible for obtaining easements from CSX. A driveway will also need to be installed at the end of the cul-de-sac and across the bike path. A permit from the City Engineering Department will be required.</p> <p>The future land use map in the Master Plan identifies this parcel as "Lakeshore," which is described as "Mixed-use development and recreational, water-related activities located along the Muskegon Lake shoreline. The large lot sizes, uniquely shaped parcels, and wide range of permitted uses, Planned Unit Developments (PUD) are common in this land use category."</p> <p>A site plan is not required for a rezoning request, but one has been provided to show how the development would work. The applicant has worked with city staff to create a driveway that would be placed in a way to minimize conflict with the bike path.</p> <b>STAFF RECOMMENDATION</b><br>Staff recommends approval of the request, with the condition that the project moves forward. The applicant will have to purchase the property and obtain easements for the driveway and utilities before permits can be pulled. While the rezoning to FBC, UR does not totally align with the mixed-use designation in the future land use map, the low elevation of most of the lot prevents its |                                                                                                                                                     |

redevelopment into anything substantial. A single-family house may be about as large of a development that could fit on this lot, given its development challenges. The addition of a housing unit will contribute to the mixed-use along the shoreline.

**Goal/Focus Area/Action Item Addressed:**

**Key Focus Areas:**

**Goal/Action Item:**

2027 Goal 2: Economic Development Housing and Business

**Amount Requested:**

N/A

**Budgeted Item:**

|     |  |    |  |     |   |  |
|-----|--|----|--|-----|---|--|
| Yes |  | No |  | N/A | X |  |
|-----|--|----|--|-----|---|--|

**Fund(s) or Account(s):**

N/A

**Budget Amendment Needed:**

|     |  |    |  |     |   |  |
|-----|--|----|--|-----|---|--|
| Yes |  | No |  | N/A | X |  |
|-----|--|----|--|-----|---|--|

**Recommended Motion:**

I move that the request to rezone the property at 1188 Lakeshore Dr from LR to FBC, UR be recommended to the City Commission for approval with the following conditions:

1. The applicant receives permission to install all necessary utilities under the former railroad easement within the next 18 months of this meeting.
2. Building permits are issued within 24 months of this meeting.
3. The zoning of the property shall revert back to LR, Lakefront Recreation if these conditions are not met.

**Approvals:**

|                         |   |  |
|-------------------------|---|--|
| Immediate Division Head | X |  |
| Information Technology  |   |  |
| Other Division Heads    |   |  |
| Communication           |   |  |
| Legal Review            |   |  |

**Guest(s) Invited / Presenting:**

No





MICHIGAN LAKE

WEST  
WESTERN  
AVE

MICHIGAN AVE

# City of Muskegon Future Land Use Map

-  Low/Moderate Residential
-  Multi-Family Residential
-  Commercial Corridor
-  Downtown
-  Lakeshore
-  Industrial
-  Port Activities
-  Parks
-  Open Space
-  Community Node Overlay
-  Neighborhood Node Walk Radius
-  Regional Node Walk Radius







## Agenda Item Review Form

### Muskegon Planning Commission

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                            |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Commission Meeting Date:</b> June 12, 2025                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>Title:</b> Case 2025-23: Request to amend the Planned Unit Development at 1148/1204 W Western Ave (Adelaide Point) to allow retail and other commercial uses in the boat storage/warehousing buildings. |
| <b>Submitted by:</b> Mike Franzak, Planning Director                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>Department:</b> Planning                                                                                                                                                                                |
| <b>Brief Summary:</b><br>Request to amend the Planned Unit Development at 1148/1204 W Western Ave (Adelaide Point) to allow retail and other commercial uses in the boat storage/warehousing buildings.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                            |
| <b>Detailed Summary &amp; Background:</b><br>The applicant is requesting to amend the uses allowed in buildings C8 and C9 on the site plan. Currently, these buildings are designated for boat storage/service. The applicant would like to offer commercial and retail options in these buildings as well. These are large buildings with many large bay doors used for warehousing. There are also several entrance doors located around the buildings. The applicant would like to be able to offer commercial space in any portion of these buildings, along with the boater services/warehousing component.<br><br>The applicant has updated the site plan to reflect the retail components of buildings C8 and C9. Staff have asked the applicant to show more detail on the parking configurations and pedestrian improvements around these buildings. An updated site plan should be available at the meeting.<br><br>Notice was sent to all properties within 300 feet of this development. At the time of this writing, staff had not received any comments from the public.<br><br><b>STAFF RECOMMENDATION</b><br>Staff recommends approval of the amendment with the condition that the site plan be updated to show parking configurations and pedestrian improvements around the two buildings. The parking lot on the north side of buildings C8/C9 is not well-defined and it will be important to identify how retail customers will park in relation to boats being moved in and out of the warehouses. There are pedestrian sidewalks around portions of the buildings, but they are not complete and they are also not identified on the plan. There appears to be gravel used in some of the parking lots, which not an allowed pavement type and is not suitable for striping.<br><br>Adelaide Point is a mixed-use development and retail components in this portion of the development should be welcomed. However, it must be safe for pedestrians to access this area, which up until now has been used mostly for boating services/warehousing. There are currently cars being parked in the rear of building C9 that do not follow any type of parking plan or traditional layout. |                                                                                                                                                                                                            |
| <b>Goal/Focus Area/Action Item Addressed:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                            |

**Key Focus Areas:****Goal/Action Item:**

2027 Goal 2: Economic Development Housing and Business

**Amount Requested:**

N/A

**Budgeted Item:**

|     |  |    |  |     |   |  |
|-----|--|----|--|-----|---|--|
| Yes |  | No |  | N/A | X |  |
|-----|--|----|--|-----|---|--|

**Fund(s) or Account(s):**

N/A

**Budget Amendment Needed:**

|     |  |    |  |     |   |  |
|-----|--|----|--|-----|---|--|
| Yes |  | No |  | N/A | X |  |
|-----|--|----|--|-----|---|--|

**Recommended Motion:**

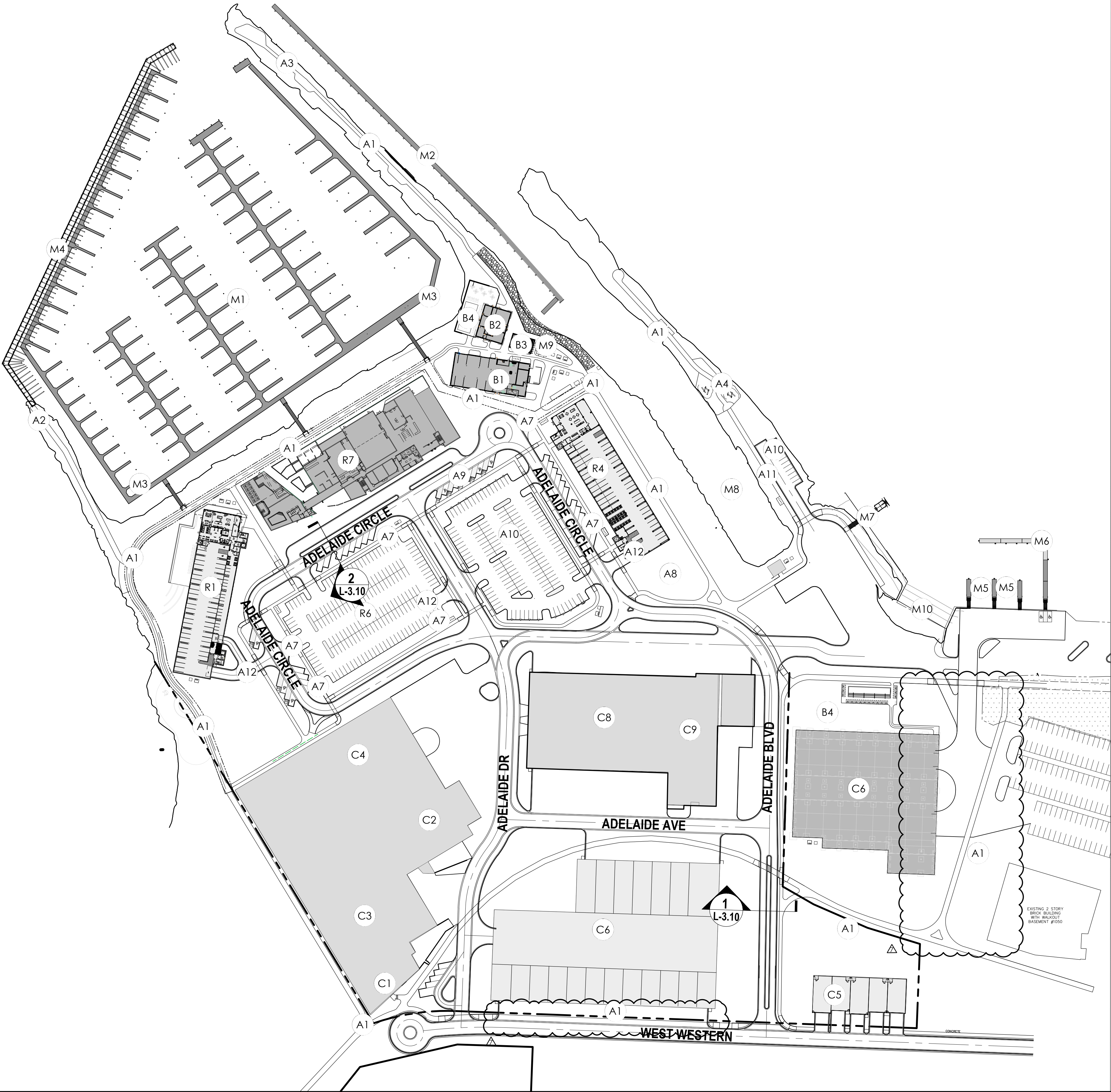
I move that the request to amend the Planned Unit Development at 1148/1204 W Western Ave be recommended to the City Commission for approval.

**Approvals:**

|                         |   |  |
|-------------------------|---|--|
| Immediate Division Head | X |  |
| Information Technology  |   |  |
| Other Division Heads    |   |  |
| Communication           |   |  |
| Legal Review            |   |  |

**Guest(s) Invited / Presenting:**

No



SHEET NOTES:

- C

COMMERCIAL BUILDINGS

C1

ADELAIDE POINTE OFFICES

C2

LIGHT INDUSTRY

C3

WAREHOUSING / BOAT STORAGE

C4

WAREHOUSING / BOAT STORAGE

C5

RETAIL /BOAT SERVICE / BOAT STORAGE

C6

WAREHOUSING / BOAT STORAGE

C8

RETAIL / BOAT SERVICE / BOAT STORAGE

C9

RETAIL / BOAT SERVICE / BOAT STORAGE
- R

RESIDENTIAL BUILDINGS

R1

CONDOMINIUM BUILDING

R4

CONDOMINIUM / COMMERCIAL

R6

APARTMENT BUILDING

R7

HOTEL
- B

MIXED USE BUILDING / AMENITIES

B1

SALES / RETAIL / RESTAURANT

B2

BOATER SERVICES BUILDING

B3

RESTROOMS FACILITY

B4

POOL
- M

MARINA / MARINA SERVICES

M1

WET SLIP MARINA

M2

TRANSIENT SLIPS

M3

FUEL DOCK

M4

PILE SUPPORTED STRUCTURE WITH STEEL SHEET PILE WAVE FENCE

M5

FORKLIFT WELLS

M6

SHOPPER DOCKS

M7

KAYAK LAUNCH

M8

FISHING BASIN

M9

FISH CLEANING STATION

M10

BOAT RAMP
- A

PUBLIC AMENITIES

A1

BIKE & PEDESTRIAN TRAILS

A2

WEST POINT PARK

A3

LINEAR PARKS

A4

EAST BASIN PARK

A7

BIKE RACKS

A8

EVENT LAWN

A9

ON STREET PARKING

A10

OFF STREET PARKING

A12

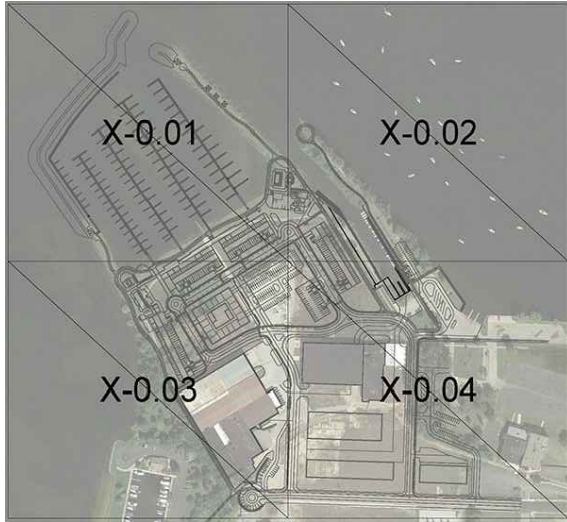
PARKING GARAGE ACCESS

NOTE: LESS THAN 10% OF EACH BUILDING FACE WILL BE USED FOR SIGNAGE, LOGOS, OR LETTERING. CALCULATIONS WILL BE MADE USING LITERAL SQUARE FOOTAGES OF THE SIGN FACE.

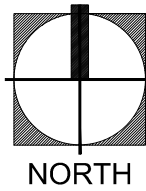


ADELAIDE POINTE  
1204 WEST WESTERN AVENUE  
MUSKEGON, MI 49441  
P: (855) MKG-LAKE  
<https://www.adelaidepointe.com>

SITE LOCATION:



|                |                       |
|----------------|-----------------------|
| REVISION Date: | 12/06/2022            |
| Project No:    | 21-004                |
| △              | REVISION - 07/06/2023 |
| △              | REVISION - 01/23/2024 |
| △              | REVISION - 02/12/2024 |



Scale: 1"=100'-0" @ 24x36



Seal:

Project Phase:  
PUD SUBMITTAL

Sheet Title:  
SITE PLAN

Sheet Number:  
C-1.00









## Agenda Item Review Form

### Muskegon Planning Commission

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                             |     |  |     |   |     |   |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|-----|--|-----|---|-----|---|--|
| <b>Commission Meeting Date:</b> June 12, 2025                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>Title:</b> Case 2025-24: Request for a site plan review for building additions at 2034, 2084, and 2140 Latimer Dr, by GE Aerospace.      |     |  |     |   |     |   |  |
| <b>Submitted by:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>Department:</b> Planning                                                                                                                 |     |  |     |   |     |   |  |
| <b>Brief Summary:</b><br>Request for a site plan review for a 33,800 sf building addition, a 3,360 sf maintenance building addition, and parking lot expansion at 2034, 2084, and 2140 Latimer Dr, by GE Aerospace.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                             |     |  |     |   |     |   |  |
| <b>Detailed Summary &amp; Background:</b><br>GE Aviation owns the three contiguous parcels at 2034, 2084, and 2140 Latimer Dr. The buildings at 2034 and 2084 Latimer Dr were combined a long time ago, although it is unclear how that was accomplished on two separate parcels. The proposed 33,800 sf addition will connect the rear portions of these two buildings. The maintenance building is located on 2084 Latimer Dr, but the proposed addition to it will be located on 2140 Latimer Dr. At the staff's request, the applicant has begun the process of combining the lots. This review can be conducted as all three parcels have been combined.<br><br>The plan also proposes 244 additional parking spaces with improvements made to the northern portion of the parcel. Trees and landscaping have been added to the parking islands. The stormwater permits for the properties must be updated with the Engineering Department.<br><br>The parcel is zoned I-2, General Industrial and is located in the Port City Industrial Park. Please see the attached site plan. |                                                                                                                                             |     |  |     |   |     |   |  |
| <b>Goal/Focus Area/Action Item Addressed:</b><br><br><b><u>Key Focus Areas:</u></b><br><br><b><u>Goal/Action Item:</u></b><br>2027 Goal 2: Economic Development Housing and Business                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                             |     |  |     |   |     |   |  |
| <b>Amount Requested:</b><br>N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>Budgeted Item:</b> <table border="1"><tr><td>Yes</td><td></td><td>No</td><td></td><td>N/A</td><td>X</td><td></td></tr></table>           | Yes |  | No  |   | N/A | X |  |
| Yes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                             | No  |  | N/A | X |     |   |  |
| <b>Fund(s) or Account(s):</b><br>N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>Budget Amendment Needed:</b> <table border="1"><tr><td>Yes</td><td></td><td>No</td><td></td><td>N/A</td><td>X</td><td></td></tr></table> | Yes |  | No  |   | N/A | X |  |
| Yes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                             | No  |  | N/A | X |     |   |  |
| <b>Recommended Motion:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                             |     |  |     |   |     |   |  |

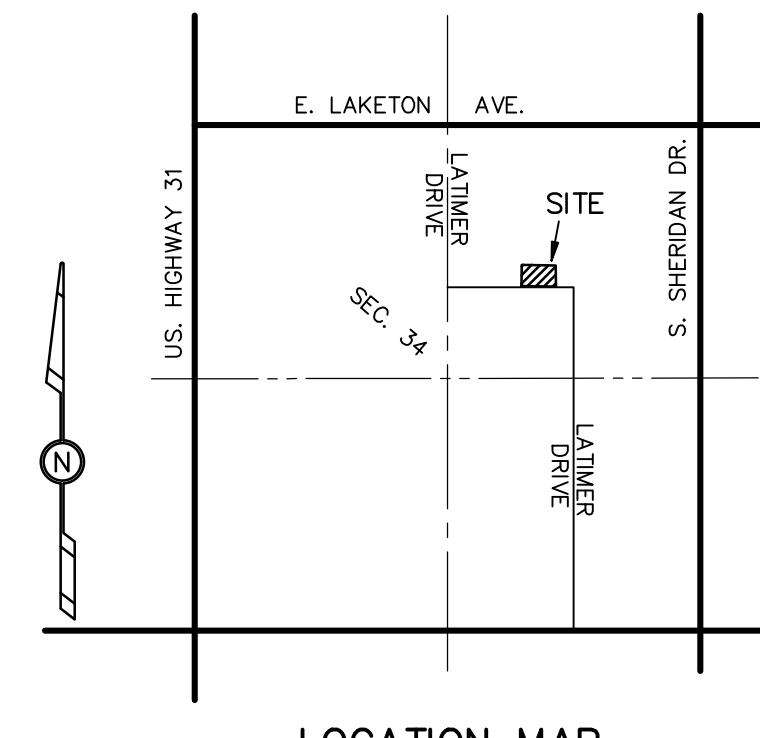
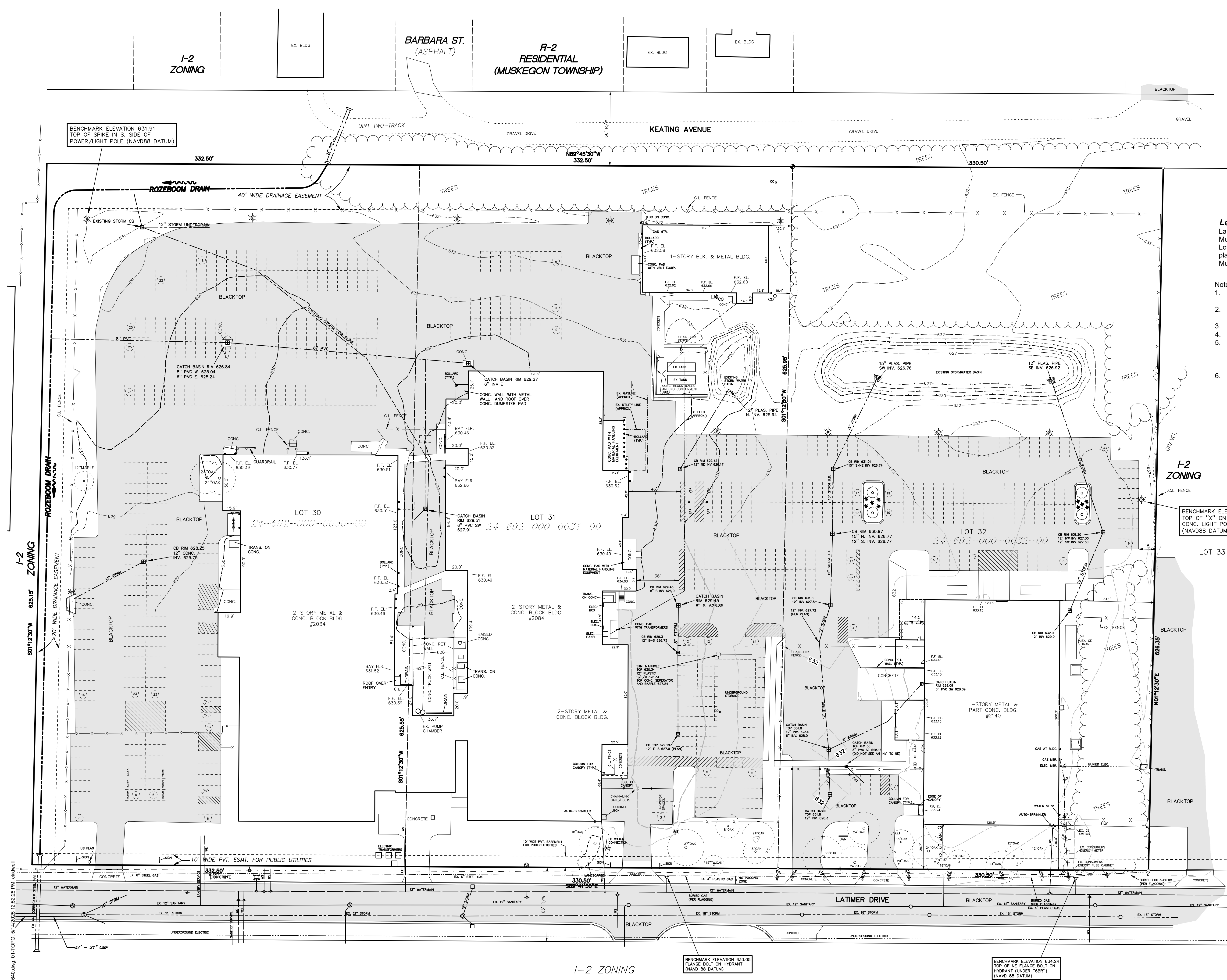
I move to approve the site plan for 2034, 2084, and 2140 Latimer Dr with the conditions that the lots be combined and the stormwater permits are amended.

**Approvals:**

|                         |   |  |
|-------------------------|---|--|
| Immediate Division Head | X |  |
| Information Technology  |   |  |
| Other Division Heads    |   |  |
| Communication           |   |  |
| Legal Review            |   |  |

**Guest(s) Invited / Presenting:**

No



**Legal Description** (from File No.: 61-24-692-000-0032-00)  
Land Situated in the State of Michigan, County of Muskegon, City of Muskegon.  
Lot 30-32, Port City Industrial Center No. 2, according to the recorded plat thereof, as recorded in Liber 20 of Plats, Page 22, Muskegon County Records.

Notes:  
1. Description of record and recorded easement information shown hereon is based on Chicago Title Insurance Company, File No.611085856NTS, with a commitment date of May 31, 2019.  
2. The bearings shown hereon are based on Port City Industrial Center No. 2 according to the plat thereof recorded in Liber 81 of Plats, Page 43 of Kent County Records.  
3. This property contains 14.3 acres.  
4. This properties are accessed by vehicular traffic from Latimer Drive which is a public right-of-way.  
5. Utility structures visible on the ground surface have been located and shown per actual measurements. Underground utility lines have been shown per available records and should not be interpreted as the exact location or the only utilities in this area. Lacking excavation, the exact location of underground features cannot be accurately, completely and reliably depicted.  
6. The dimensions of the structures shown hereon are based on exterior building measurements at ground level. Calculations for the square footage of buildings are based on exterior building measurements.

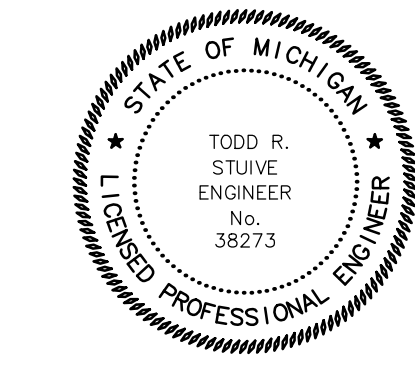
Notes regarding Schedule B - Section II Exceptions (see Note 1 for title commitment information):  
(Numbers correspond to specific exceptions listed)

③ Covenants, conditions, restrictions and other provisions, as set forth in the document recorded as Liber 1449, Page 210.  
④ Easement for public utilities over the South 10 feet of the subject property, as disclosed in Liber 20 of Plats, page 22.

SCALE: 1" = 40'  
1" CONTOUR INTERVAL

LEGEND

- = IRON STAKE FOUND
- ⊙ = MONUMENT
- ⊙ = LIGHT POLE
- ⊙ = SIGN
- ⊙ = CLEANOUT
- ⊙ = HYDRANT
- ⊙ = WATERMAIN VALVE
- ⊙ = CATCH BASIN
- ⊙ = MANHOLE
- ⊙ = BURIED FIBER OPTIC MARKER
- ⊙ = BURIED GAS LINE MARKER
- ⊙ = BURIED ELECTRIC MARKER
- ⊙ = MAILBOX
- ⊙ = POST INDICATOR VALVE
- ⊙ = TELEPHONE BOX
- ⊙ = FENCE LINE



TOPOGRAPHY PLAN

FOR: GE AVIATION  
P.O. BOX 982464  
EL PASO, TX 79998-2292

RE: 2140 LATIMER DR.,  
MUSKEGON, MI

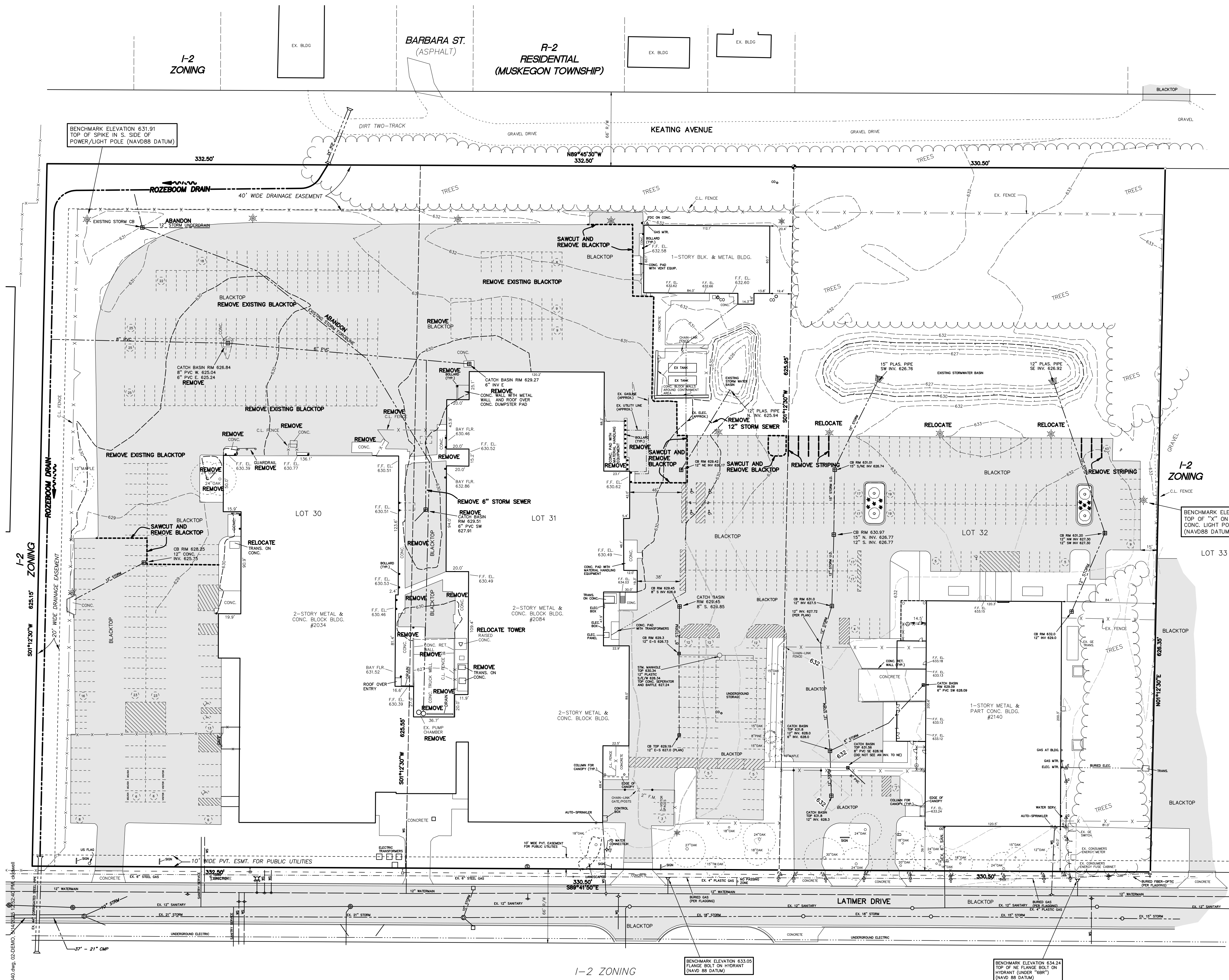
IN: PART OF THE NE 1/4, SECTION 34, T10N, R16W,  
CITY OF MUSKEGON, MUSKEGON COUNTY, MICHIGAN

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| FILE NO.: 241640E | DATE: 5/15/2025 |              |

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SCALE: 1" = 40'  
1' CONTOUR INTERVAL

**LEGEND**

- = IRON STAKE FOUND
- ⊙ = MONUMENT
- ⊙ = LIGHT POLE
- ⊙ = SIGN
- ⊙ = CLEANOUT
- ⊙ = HYDRANT
- ⊙ = WATERMAIN VALVE
- ⊙ = CATCH BASIN
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- ⊙ = BURIED GAS LINE MARKER
- ⊙ = BURIED ELECTRIC MARKER
- ⊙ = MAILBOX
- ⊙ = POST INDICATOR VALVE
- ⊙ = TELEPHONE BOX
- ⊙ = FENCE LINE

**DEMOLITION PLAN**

FOR: GE AVIATION  
P.O. BOX 982464  
EL PASO, TX 79998-2292

RE: 2140 LATIMER DR.,  
MUSKEGON, MI

IN: PART OF THE NE 1/4, SECTION 34, T10N, R16W,  
CITY OF MUSKEGON, MUSKEGON COUNTY, MICHIGAN

REVISIONS:

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5252 Clyde Park, S.W. • Grand Rapids, MI 49509  
Phone: (616) 531-3660 www.exxelengineering.com

DRAWN BY: CJK  
APPROVED BY: TRS  
FILE NO.: 241640E

PROJ. ENG.: TRS  
PROJ. SURV.: CL  
DATE: 5/15/2025

**SHEET**  
2 of 6

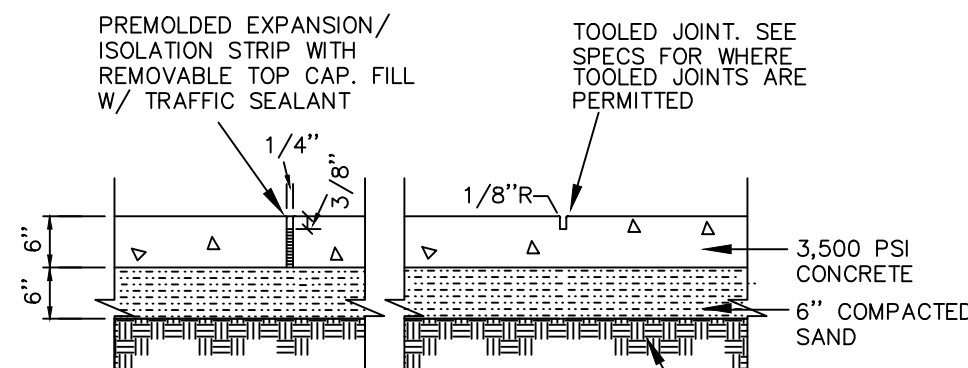
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I-2  
ZONING

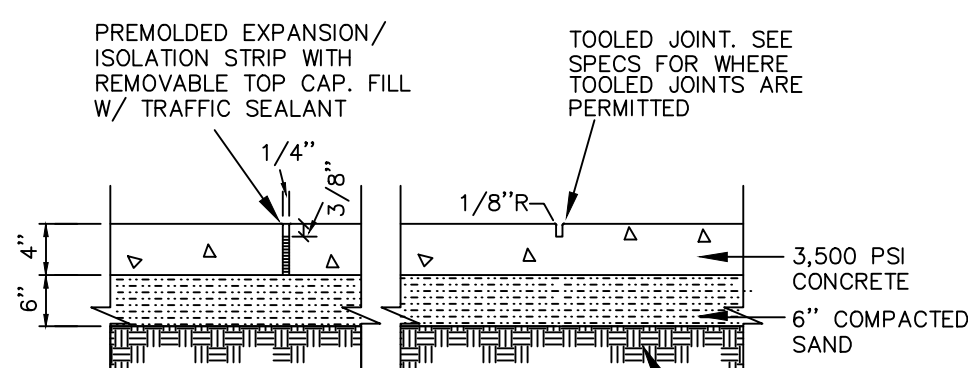
R-2  
RESIDENTIAL  
(MUSKEGON TOWNSHIP)

GENERAL NOTES

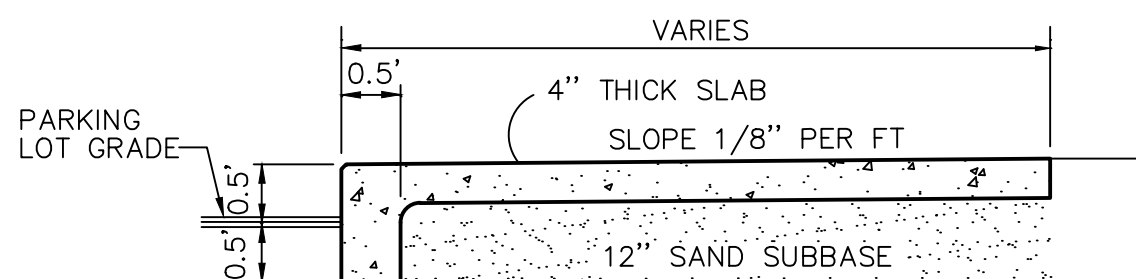
- Parking Calculations  
East Parking Lot +113 Spaces  
West Parking Lot -68 Spaces  
Total Net Parking 45 Spaces
- Snow storage shall be along the perimeter green spaces & within the retention basin area.
- This property is located within a I-2 General Industrial zoning district per City of Muskegon zoning map. General Industrial district regulations for this property include:  
  
Front setback: 30 feet minimum  
Side setback: 15 feet minimum, 25 feet total  
Rear setback: 10 feet minimum



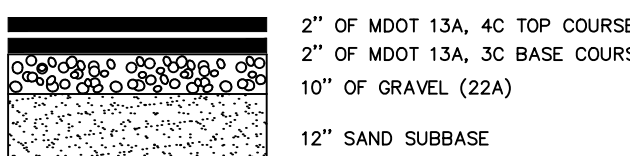
6" THICK CONCRETE W/ WWM (HEAVY DUTY)



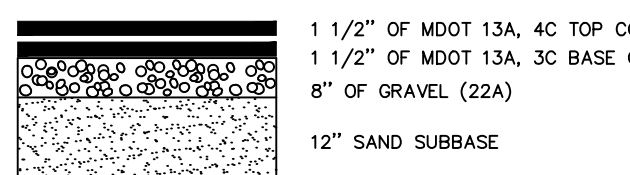
4" CONCRETE WALKWAY DETAIL



RAISED WALK DETAIL



HEAVY PAVING CROSS SECTION  
(TRUCK ROUTE)



STANDARD PAVING CROSS SECTION

SCALE: 1" = 40'  
1' CONTOUR INTERVAL

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SITE DEVELOPMENT PLAN

FOR: GE AVIATION  
P.O. BOX 982464  
EL PASO, TX 79998-2292

RE: 2140 LATIMER DR.,  
MUSKEGON, MI

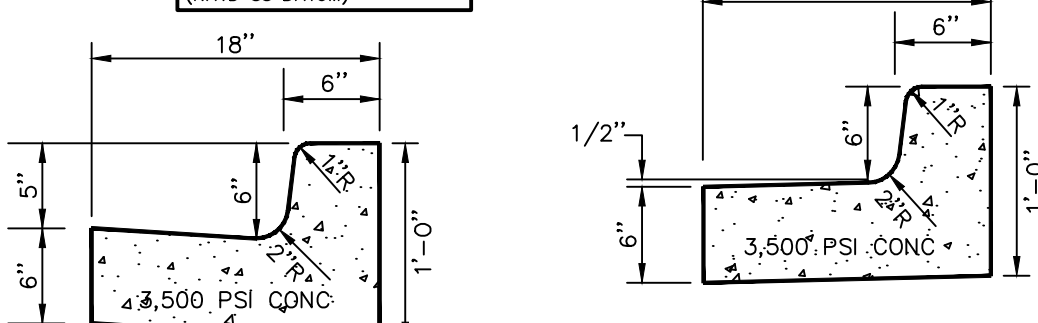
IN: PART OF THE NE 1/4, SECTION 34, T10N, R16W,  
CITY OF MUSKEGON, MUSKEGON COUNTY, MICHIGAN

REVISIONS:

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| DRAWN BY: CJK     | PROJ. ENG.: TRS | SHEET<br>3 of 6 |
| APPROVED BY: TRS  | PROJ. SURV.: CL |                 |
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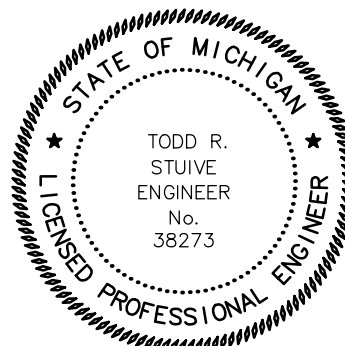
18" HEAD CURB DETAIL  
(PITCHED IN)

18" HEAD CURB DETAIL  
(PITCHED OUT)

I-2 ZONING

BENCHMARK ELEVATION 633.05  
FLANGE BOLT ON HYDRANT  
(NAVD88 DATUM)

BENCHMARK ELEVATION 634.24  
TOP OF NE FLANGE BOLT ON  
HYDRANT (UNDER "60BT")  
(NAVD88 DATUM)



I-2  
ZONING

I-2  
ZONING

BENCHMARK ELEVATION 635.31  
TOP OF "X" ON S. SIDE OF  
CONC. LIGHT POLE BASE  
(NAVD88 DATUM)

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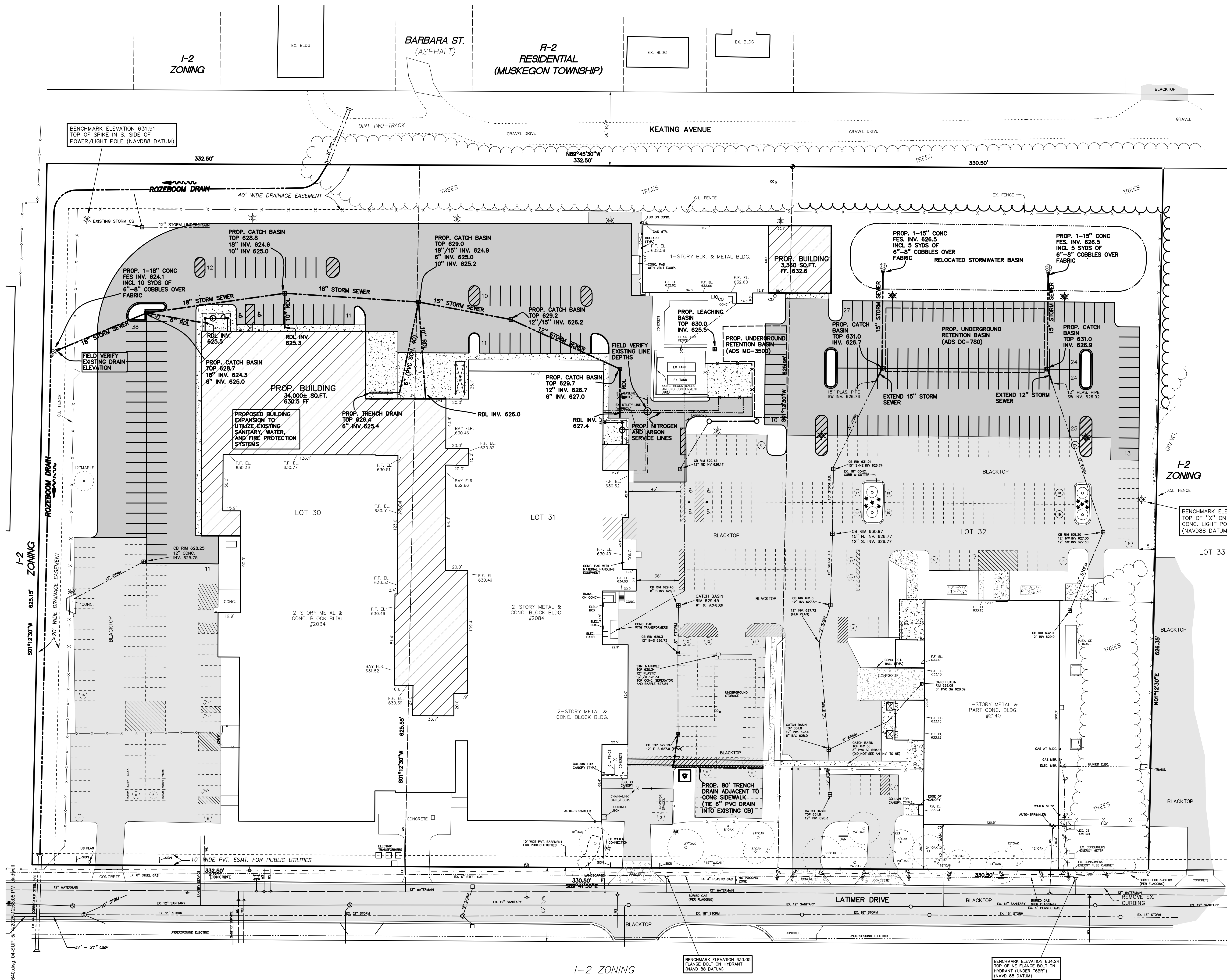
LOT 30

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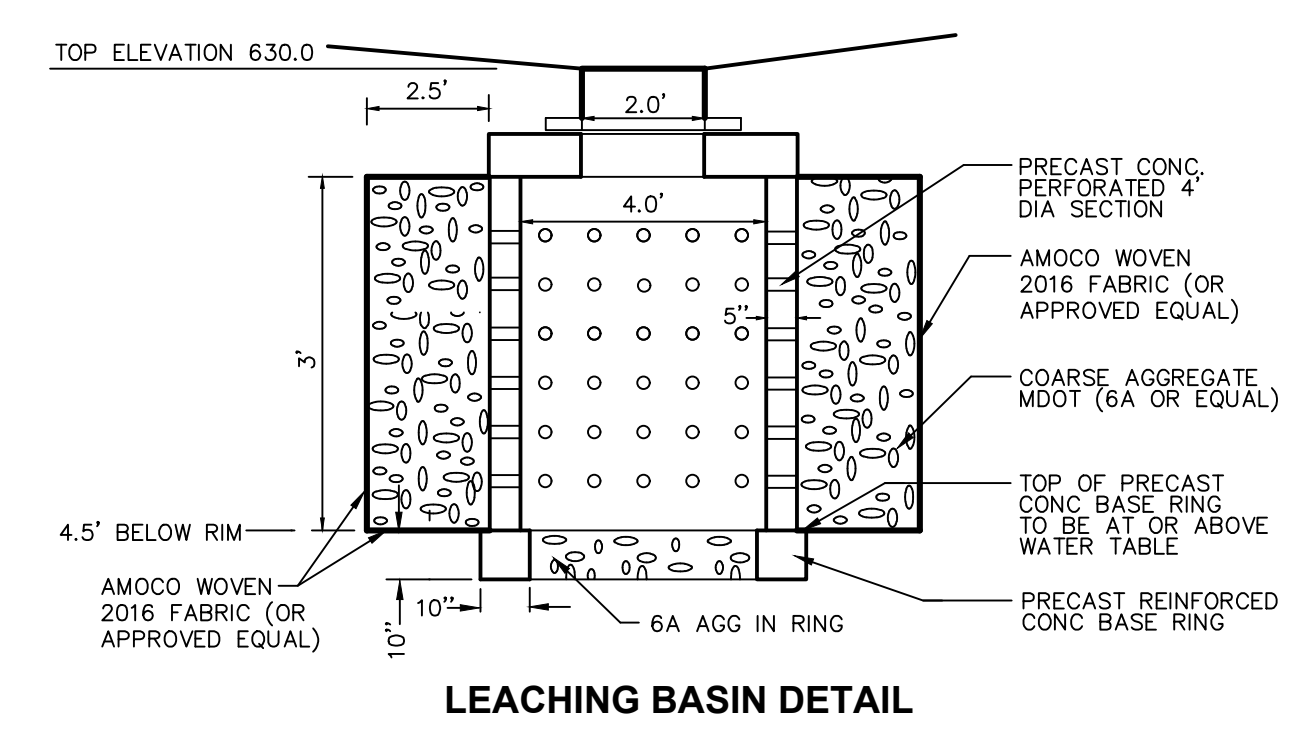
LOT 32

LOT 33

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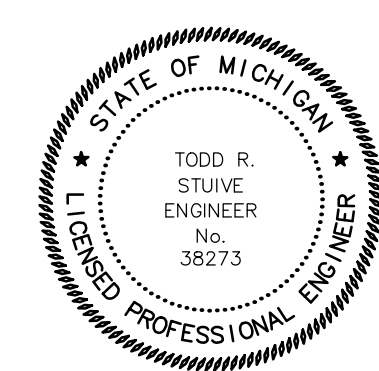
- GENERAL STORM SEWER NOTES:**
- CATCH BASINS**
- ALL 4' DIA. CATCH BASINS (CB) WITHIN PARKING LOT AREAS SHALL HAVE 2' SUMPS AND USE E.J. #5105 CASTING.
- MATERIAL TYPE**
- ROOF DRAIN LEAD (RDL) SHALL BE PVC SCH. 40
  - ALL STORM LABELED "STORM" SHALL BE SMOOTH-LINED CORRUGATED PLASTIC PIPE (SLCPP), (ADS N-12, HANCOR HI-Q OR APPROVED EQUAL)
- OTHER**
- ALL 12" - 18" (SLCPP) PIPE SHALL HAVE A SILT TIGHT, SURE-LOCK TYPE COUPLER.



SCALE: 1" = 40'  
1' CONTOUR INTERVAL

**LEGEND**

- o = IRON STAKE FOUND
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**SITE UTILITY PLAN**

FOR: GE AVIATION  
P.O. BOX 982464  
EL PASO, TX 79998-2292

RE: 2140 LATIMER DR.,  
MUSKEGON, MI

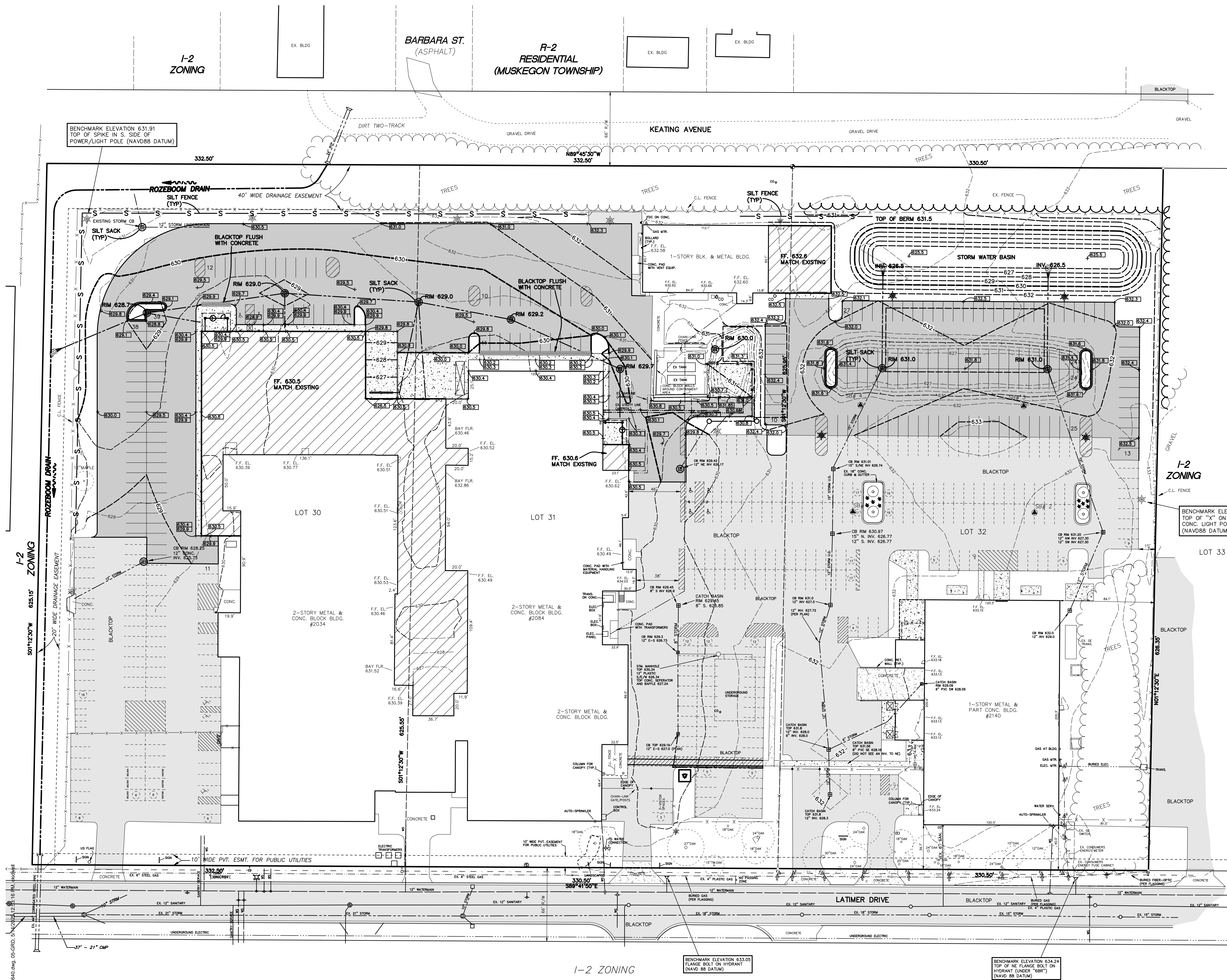
IN: PART OF THE NE 1/4, SECTION 34, T10N, R16W,  
CITY OF MUSKEGON, MUSKEGON COUNTY, MICHIGAN

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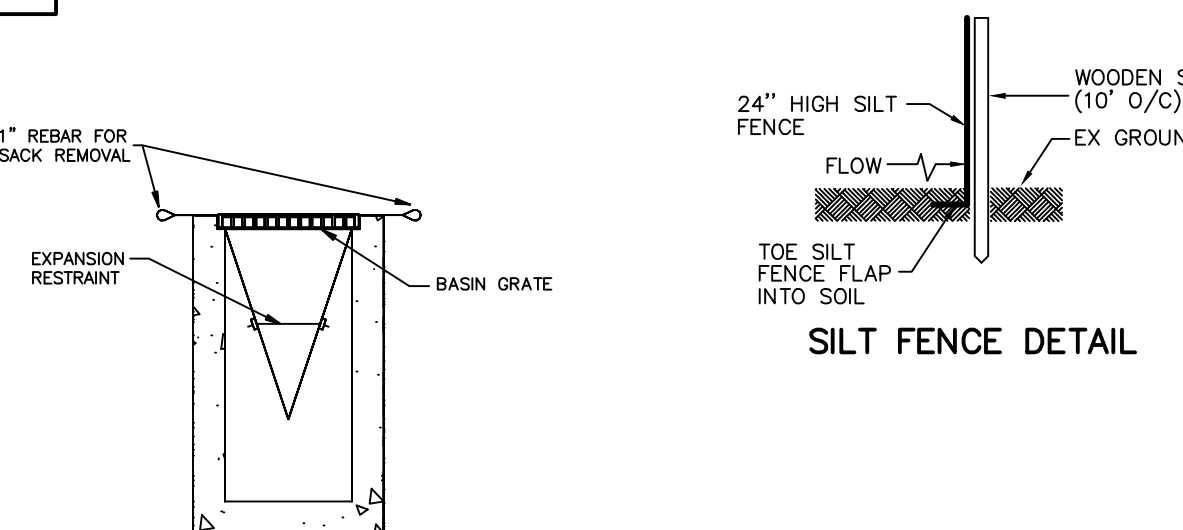
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| DRAWN BY: CJK     | PROJ. ENG.: TRS | SHEET<br>4 of 6 |
| APPROVED BY: TRS  | PROJ. SURV.: CL |                 |
| FILE NO.: 241640E | DATE: 5/15/2025 |                 |



- SOIL EROSION CONTROL NOTES:**
- TOTAL AREA OF DISTURBANCE = 4.6 ACRES
  - THE OWNER SHALL OBTAIN THE SOIL EROSION CONTROL PERMIT. ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE SOIL EROSION CONTROL PERMIT.
  - ALL SOIL EROSION CONTROL MEASURES SHALL BE INSTALLED PRIOR TO ANY OTHER CONSTRUCTION AND MAINTAINED, AS NECESSARY, UNTIL THE SITE HAS BEEN PERMANENTLY STABILIZED.
  - ALL DISTURBED NON-PAVED AREAS SHALL BE PERMANENTLY STABILIZED WITH AT LEAST 4" OF TOPSOIL AND BE SEEDED.
  - THE CONSTRUCTION ENTRANCE IS OFF LATIMER DRIVE. PREVENT TRACKING SOIL OFF-SITE. IF TRACKING OCCURS, SWEEP SOIL IMMEDIATELY.
  - INSPECT AND MAINTAIN ALL TEMPORARY SOIL EROSION CONTROLS DAILY AND AFTER EACH SIGNIFICANT RAINFALL EVENT.
  - PLACE SILT SACKS ON CATCH BASINS AFFECTED BY SITE CONSTRUCTION AND REMOVE WHEN SITE IS STABILIZED. INSTALL SILT SACKS PER MANUFACTURERS RECOMMENDATIONS.
  - CLEAN OUT CATCH BASIN SUMPS AND DETENTION BASIN AREAS UPON PROJECT COMPLETION.
  - PLACE SILT FENCE AS SHOWN ON PLAN AND PER DETAIL AND ACCORDING TO MANUFACTURER'S RECOMMENDATIONS.
  - THE MAINTENANCE NECESSARY FOR THE PERMANENT SOIL EROSION CONTROL MEASURES IS THE RESPONSIBILITY OF THE OWNER.

- SOIL BORING #1**  
0'-8" TOPSOIL  
8"-2.5' SAND/LOAMY SAND  
2.5'-6.2' SAND
- SOIL BORING #2**  
0'-8" TOPSOIL  
8"-2.5' SAND/LOAMY SAND  
2.5'-6.8' SAND
- SOIL BORING #3**  
0'-4" TOPSOIL  
4"-2.5' SAND/LOAMY SAND  
2.5'-9.5' SAND
- SOIL BORING #4**  
0'-4" TOPSOIL  
4"-3.5' SAND/LOAMY SAND  
3.5'-9.0' SAND



SILT SACK DETAIL

- SCALE: 1" = 40'**  
1" CONTOUR INTERVAL
- LEGEND**
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**SITE GRADING PLAN**  
FOR: GE AVIATION  
P.O. BOX 982464  
EL PASO, TX 79998-2292

RE: 2140 LATIMER DR.,  
MUSKEGON, MI

IN: PART OF THE NE 1/4, SECTION 34, T10N, R16W,  
CITY OF MUSKEGON, MUSKEGON COUNTY, MICHIGAN

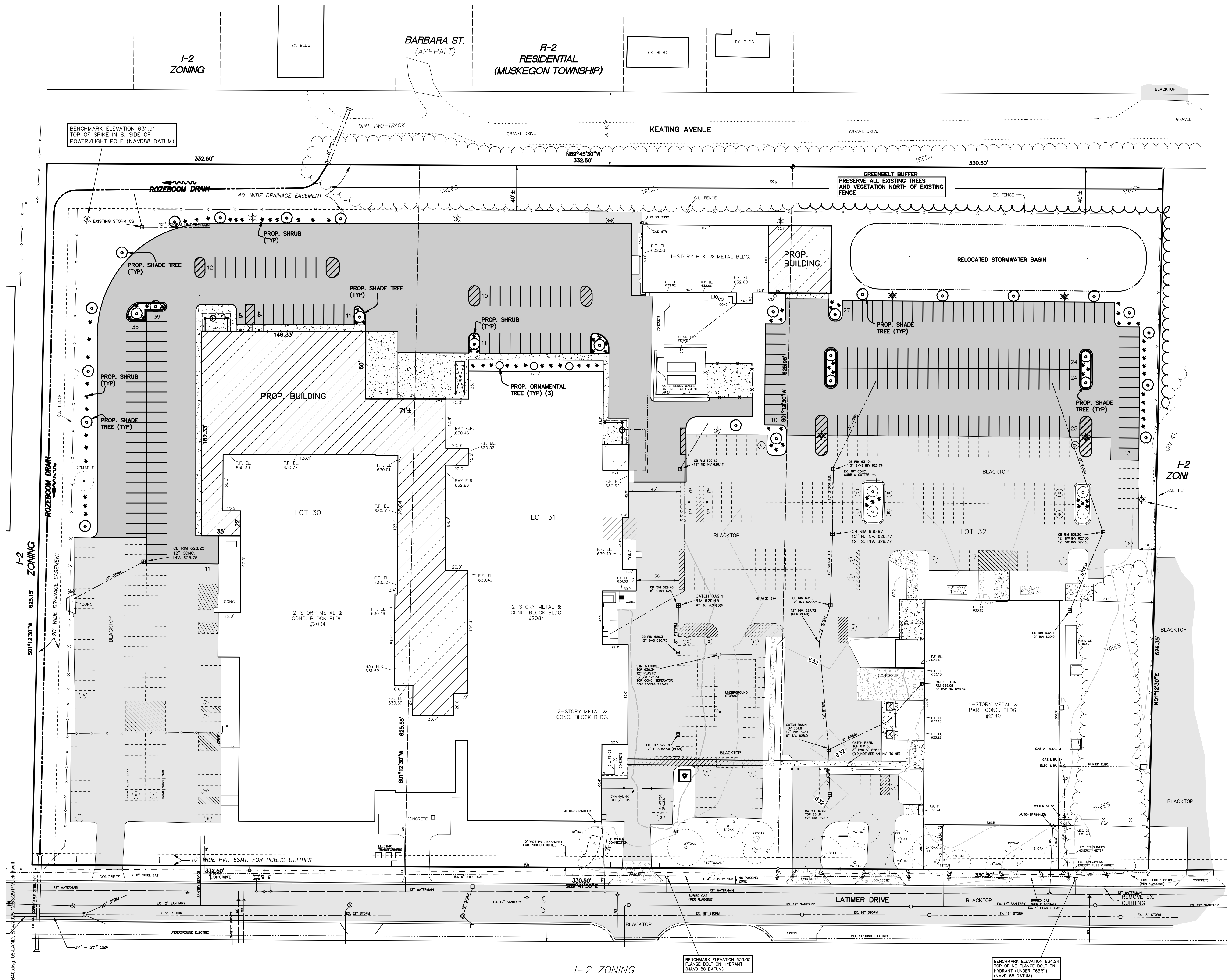
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| FILE NO.: 241640E | DATE: 5/15/2025 |              |



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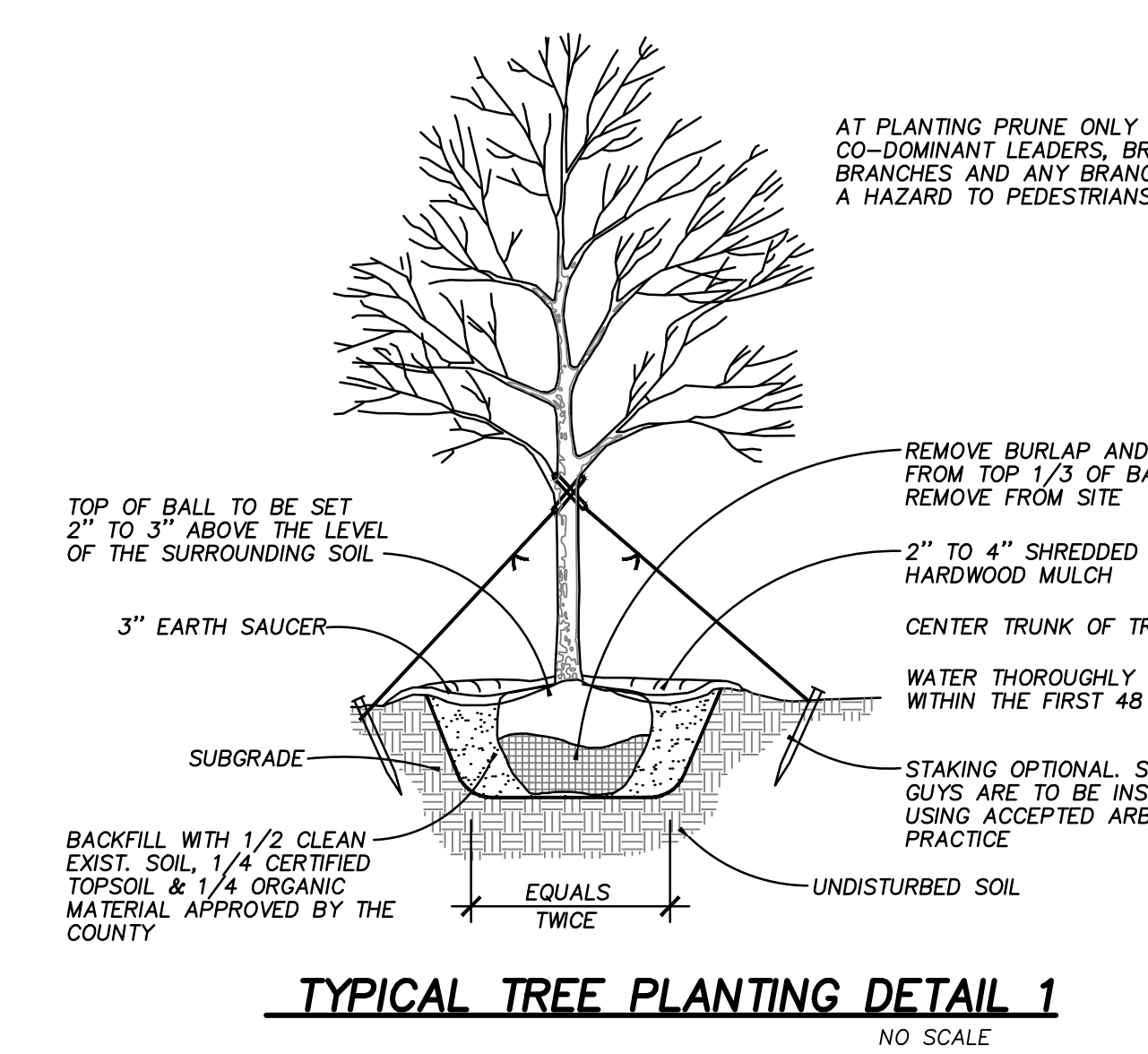
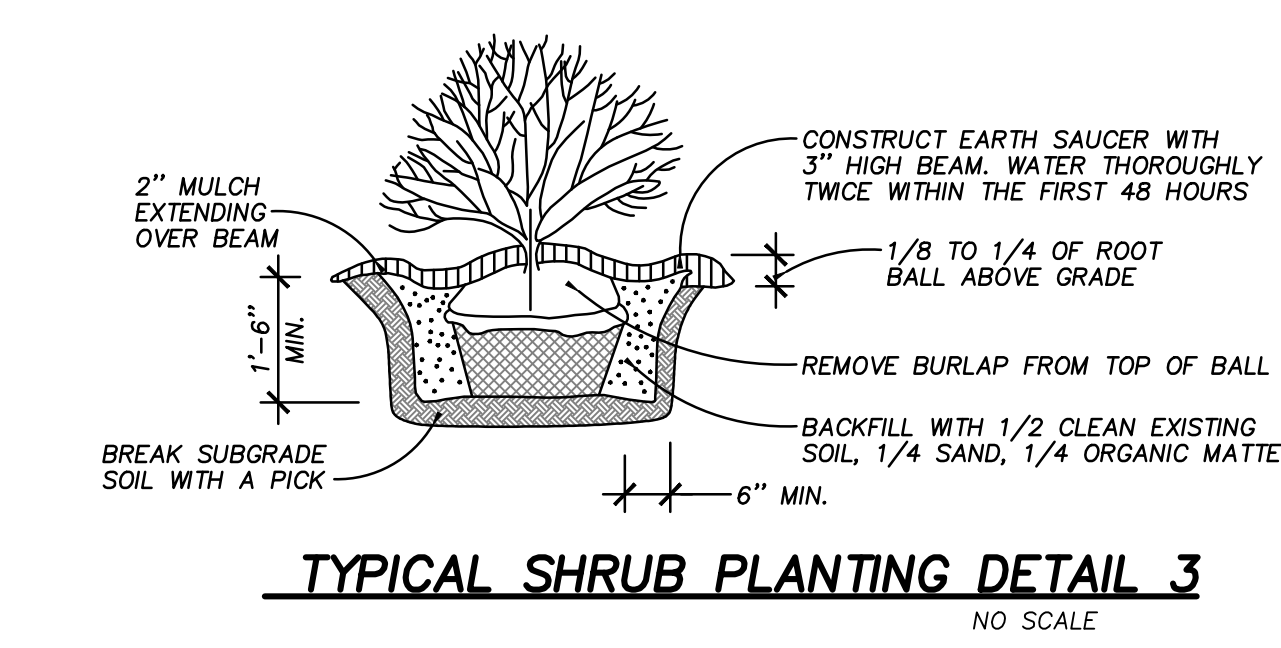


**TREE PLANTING SPECIFICATION**

NOTE: ALL PLANT MATERIAL SHALL COMPLY WITH THE AMERICAN STANDARD FOR NURSERY STOCK ANZI Z60.1. ALL PLANT MATERIAL HAS BEEN SELECTED BASED ON SITE CONDITIONS AND CONSTRAINTS.

A.) PLANTING BALLED AND BURLAPPED TREES.

- IF NOT READILY APPARENT, LOCATE ROOT FLARE BY REMOVING TWINE, BURLAP AND EXCESS SOIL.
- DIG TREE HOLE AT LEAST TWO TIMES WIDER THAN THE TREE BALL, WITH SIDES SLOPED TO AN UNEXCAVATED OR FIRM BASE. DIG HOLE TO A DEPTH SO THE LOCATED ROOT FLARE, AT THE FIRST ORDER LATERAL ROOT, WILL BE AT FINISHED GRADE.
- LIFTING ONLY FROM THE BOTTOM OF THE ROOT BALL, POSITION TREE ON FIRM PAD SO THAT IT IS STRAIGHT AND TOP OF ROOT FLARE IS LEVEL WITH THE SURROUNDING SOIL.
- REMOVE ALL TWINE FROM THE ROOT BALL, IF PRESENT, REMOVE AND DISCARD AT LEAST THE TOP ONE HALF OF THE WIRE BASKET. BURLAP SHALL BE REMOVED FROM THE TOP TO A POINT HALFWAY DOWN THE ROOT BALL AND DISCARDED.
- WITH CLEAN, SHARP PRUNING TOOLS, PRUNE OFF ANY SECONDARY/ ADVENTITIOUS, GROUNDING AND POTENTIAL GROUNDING ROOTS.
- BACKFILL PLANTING HOLE WITH EXISTING UNAMENDED SOIL AND THOROUGHLY WATER.
- MULCH THE ENTIRE PLANTING SURFACE WITH COMPOSTED BARK APPLIED NO LESS THAN TWO INCHES (2") DEEP AND NO MORE THAN THREE INCHES (3") DEEP, LEAVING THREE INCHES (3") ADJACENT TO THE TREE TRUNK FREE OF MULCH.



**LANDSCAPE LEGEND**

- 2" CALIPER SHADE TREE (SPECIES TBD)
- 2" ORNAMENTAL TREE (SPECIES TBD)
- SHRUB (SPECIES TBD)

**SCALE: 1" = 40'**  
1' CONTOUR INTERVAL

**LEGEND**

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**STATE OF MICHIGAN**  
TODD R. STUIVE  
ENGINEER  
No. 38273  
LICENSED PROFESSIONAL ENGINEER

**PRELIMINARY LANDSCAPE PLAN**

FOR: GE AVIATION  
P.O. BOX 982464  
EL PASO, TX 79998-2292

RE: 2140 LATIMER DR.,  
MUSKEGON, MI

IN: PART OF THE NE 1/4, SECTION 34, T10N, R16W,  
CITY OF MUSKEGON, MUSKEGON COUNTY, MICHIGAN

**REVISIONS:**

| NO. | DESCRIPTION | DATE |
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APPROVED BY: TRS  
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SHEET  
6 of 6

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