

CITY OF MUSKEGON

PLANNING COMMISSION MEETING

September 11, 2025 @ 4:00 PM
MUSKEGON CITY COMMISSION CHAMBERS
933 TERRACE STREET, MUSKEGON, MI 49440

MINUTES

CALL TO ORDER

L. Willett-Leroi called the meeting to order at 4:00 p.m. and roll call was taken.

ROLL CALL

Members Present: L. Willett-Leroi, D. Keener, B. Mazade, S. Blake, J. Montgomery-Keast, J. Seyferth, S. Gawron, and L. Simmons II (arrived at 4:08 pm)

Member(s) Absent: None

Member(s) Excused: K. Johnson

Staff Present: M. Franzak and S. Romine

Others Present: None

APPROVAL OF MINUTES

A. Approval of the minutes from the regular meeting of August 14, 2025.
Planning

A motion to approve the Minutes of the regular Planning Commission meeting on August 14, 2025, was made by B. Mazade, supported by J. Seyferth, and unanimously approved.

PUBLIC HEARINGS

A. Case 2025-36: Request to amend the Planned Unit Development at 2400 Lakeshore Dr and 2850 Lakeshore Dr (Windward Pointe) to reduce the number of residential lots and update the design criteria for housing units. Planning

SUMMARY

The original PUD was approved in November 2023, and this is the first requested amendment. Due to the size, complexity, and expected duration of the development, the developer and their

team, along with the Michigan Department of Environment, Great Lakes & Energy (EGLE), have prioritized the planning for the Phase 1 (single-family homes) portion of the project (please see Phasing Plan attached). They are projecting to commence Phase 1 development in 2026 and are continuing to work through the planning for the other phases, and will have more specifics to share next year.

Requested changes to the PUD

Based on changes in construction methods, market conditions, and input from their consultants on Phase 1, they are requesting to convert some of the proposed staggered lot homes in the northeast corner of the site to aligned lots. They believe this will help with lot-marketability and create more variation in the homes in the area.

The existing PUD permits the construction of 223 single-family houses around the perimeter of the site. The Developer is proposing to convert the staggered lots (22' or 26' x 205') in the northeast corner of the site plan to 34' x 150'. The changes in this plan would reduce the total number of single-family residential lots from 223 to 208. The total number of housing units within the entire development will be reduced from 2,317 to 2,302.

The 205-foot depth was necessary to account for the staggered lot concept. If the homes are not staggered, the depth is not necessary and the road can be moved closer to the water, which is expected to provide better view sheds.

For comparison, the homes at Terrace Point Landing are on average approximately ½ the depth of what is being proposed at Windward Pointe. They anticipate more variety from home to home, and better visibility of the water from the road than what is permitted under the approved PUD for the site.

The "Building Details" attachment was adjusted to reflect the different lot dimensions for the single-family lots. The Condo/Apartment mansion lots were modified to add the depth that was removed from the waterfront lots.

The 10 lots that the City has an option to purchase remain at the same width (22'/26'), but the length is reduced to 150' due to the street relocation. The removed length was added to the planned forest park across the street.

They are proposing to move the street north by 55 feet, which will extend the length of the lots to the south. Moving the street north will also allow room for two more staggered lots that face east (overlooking Grand Trunk).

Please see the enclosed document that depicts the requested changes to the housing designs. These changes include a reduction in minimum building sizes, amending the front setback requirements for single-family houses, allowing more of the building facade to be comprised of garage doors, and increasing the size of rooftop decks on mansion lots.

The proposed site plan dated 9.11.25 has been included in the packet along with the previously approved plans from 11.6.23. All requested changes take place in the northeast corner of the project.

Notice was sent to all properties within 300 feet of the development. At the time of this writing, staff have not received any public comments.

STAFF RECOMMENDATION

Staff recommends approval of the requested amendments.

PUBLIC HEARING COMMENCED:

J. Cross, resident: Has concerns about the environmental issues on the property.

F. Abdelkader: Lived and worked near the property and has concerns about environmental issues.

CLOSE PUBLIC HEARING — MOTION

A motion to close the public hearing was made by J. Montgomery-Keast, supported by J. Seyferth, and unanimously approved.

MOTION PASSES

MOTION

Motion by J. Seyferth, second by S. Gawron, to approve the request as a minor amendment to the PUD as presented in the staff report.

ROLL VOTE: Ayes: L. Willett-Leroi, J. Montgomery-Keast, S. Seyferth, S. Gawron, D. Keener, B. Mazade, S. Blake, and L. Simmons II.
Nays: None

MOTION PASSED

- B. Case 2025-37: Request to amend the Planned Unit Development (PUD) at 3400/3460/6474 Wilcox Ave, 1875 Waterworks Rd and 1490 Edgewater St (The Sand Docks) to modify parcel locations, modify parking layouts, add a sidewalk connection to the boardwalk, eliminate two multi-family buildings, and add seven single-family residential lots.** Planning

SUMMARY

The original PUD was approved in June 2019, and this request would be the third amendment.

Requested changes to the PUD

The amendments to the site plan are described below and also within the attachment "The Sand Docks PUD Amendment — Pt 1," which also includes a descriptive map of what is changing. The complete updated site plan can be viewed in the attachment "The Sand Docks PUD Amendment — Pt 2."

Exhibit B (attachment 1)

*Increasing lots 1-12 from 38-feet deep to 70-feet deep.

*Lots 1-6 have been shifted to the south to allow for a sidewalk connection to the boardwalk, between lots 6 and 7.

*The parking on the east side of the median was eliminated.

Exhibit C (attachment 1)

*The configuration of the public road and alleys was simplified, placing lots on each side of the road.

*The number of single-family home lots was increased from 19 to 26 in this section.

*Two multi-family buildings with a total of 10 residential units were eliminated from this section.

Notice was sent to all properties within 300 feet of the development. At the time of this writing, staff had not received any comments from the public.

STAFF RECOMMENDATION

Staff recommends approval of the PUD amendment. The site plan was updated after submittal, at the recommendation of the Engineering Department, to correct the revised on-street parking layout on the south end of the property (Exhibit B).

PUBLIC COMMENT

B. Lautenback, Harbour Towne resident: Supports the request, but has one concern regarding Exhibit B, as approved in 2024.

Harbour Towne resident: His property is adjacent to the development and has questions regarding the setback to the access road.

David C., Harbour Towne resident: Has traffic concerns for this project and the prior case on the agenda.

C. Blake, Lakeside Neighborhood: Likes the natural landscape of the land and thinks that the developer can do better to respect that.

CLOSE PUBLIC HEARING — MOTION

A motion to close the public hearing was made by J. Montgomery-Keast, supported by J. Seyferth, and unanimously approved.

MOTION PASSES

MOTION

Motion by J. Seyferth, second by J. Montgomery-Keast, to approve the request as a minor amendment to the PUD as presented in the staff report.

ROLL VOTE: Ayes: L. Willett-Leroi, J. Montgomery-Keast, S. Seyferth, S. Gawron, D. Keener, B. Mazade, S. Blake, and L. Simmons II.
Nays: None

MOTION PASSES

UNFINISHED BUSINESS

None

NEW BUSINESS

None

ANY OTHER BUSINESS

None

GENERAL PUBLIC COMMENT

None

ADJOURNMENT

The Planning Commission meeting adjourned at 5:03 p.m.

Respectfully Submitted,

Ann Marie Meisch, MMC City Clerk