

CITY OF MUSKEGON

PLANNING COMMISSION MEETING

February 12, 2026 @ 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 04:03 PM, and a roll call was taken.

ROLL CALL

Members Present: K. Johnson, J. Seyferth, S. Blake, S. Gawron, and L. Willett-LeRoi

Member(s) Absent: L. Simmons II, [M. DeLaGarza](#)

Member(s) Excused: D. Keener, B. Mazade, M. De La Garza

Staff Present: M. Franzak and S. Romine

Others Present:

APPROVAL OF MINUTES

A. Approval of the minutes from the regular meeting on January 15, 2026.
Planning

A motion to approve the Minutes of the regular Planning Commission meeting on January 15, 2026, was made by Jonathan Seyferth, supported by S. Gawron, and unanimously approved.

PUBLIC HEARINGS

A. Case 2026-02: Request to amend Section 2321 of the zoning ordinance to allow wireless communication service facilities (cell towers) as a special use permitted at a specific location at 1800 Peck St (Marsh Field), by Vertical Bridge. Planning

SUMMARY

The zoning ordinance defines a Wireless Communication Support Facilities (WCSF) as "A monopole, guyed, or lattice type tower designed for the attachment of or as support for wireless communication antennas or other antennas."

WCSF's are allowed as a special use permitted in eight specific locations throughout the city. A specific location at Marsh Field (behind the center field fence) was approved as a location in January 2020. However, a WCSF was never approved for a special use permit as nobody ever applied.

This proposed amendment will slightly increase the area where a WCSF could be placed. This will allow for a taller structure than was previously proposed. A taller structure will accommodate co-location of services.

If this ordinance amendment is approved, a company may apply for a special use permit for a WCSF at this location. If it is denied, a company could apply for a special use permit for a WCSF at the already approved location at Marsh Field (same location, just smaller area).

This request was brought forward by a private company, Verticle Bridge. They will be hosting an informational meeting at City Hall on February 11 from 4:30-6:30pm. A Connect Muskegon page has been made for this request and can be viewed at the link below.

<https://muskegon-mi.civilspace.io/en/projects/marsh-field-cell-tower>

Please see the attached zoning ordinance excerpt for WCSF's.

STAFF RECOMMENDATION

I move the request to amend Section 2321 of the zoning ordinance to allow wireless communication service facilities as a special use permitted at the location identified in the survey, be recommended to the City Commission for approval.

PUBLIC HEARING COMMENCED:

None

CLOSE PUBLIC HEARING - MOTION

A motion to close the public hearing was made by J. Seyferth, supported by K. Johnson, and unanimously approved.

MOTION PASSED

MOTION

Motion by K. Johnson, seconded by S. Gawron, move that the request to amend Section 2321 of the zoning ordinance to allow wireless communication service facilities as a special use permitted at the location identified in the survey, be recommended to the City Commission for approval.

ROLL VOTE: Ayes: L. Willett-Leroi, J. Seyferth, K. Johnson, S. Gawron, and S. Blake.
Nays: None.

MOTION PASSED

B. Case 2026-03: Request to amend the zoning ordinance to define veterinary clinic and to allow them in several zoning districts (B-2, B-4, FBC-MS, FBC-NE, FBC-NC, FBC-MSW, LFBC-LC, LFBC-HC). Planning

SUMMARY

An existing veterinary clinic on Sherman Blvd would like to move to another facility, but they have found limited options because of the current zoning regulations. After researching the ordinance, staff is recommending to make amendments that would allow this type of use in more zoning districts.

There currently is not a definition for veterinary clinics in the zoning ordinance, although they are allowed in limited districts. The ordinance references veterinary clinics with or without outdoor kennels.

Proposed definition — Veterinary clinic: A facility where animals are given medical care and the boarding of animals is limited to short-term care incidental to the clinic use.

There is already a definition for commercial kennel and outdoor kennel in the zoning ordinance.

Kennel, Commercial: Any premises on which more than three dogs or more than four cats, older than four months old, are kept or any premises which offers cats or dogs for sale on a reoccurring basis (more than once per year).

Kennel, Outdoor: Any business that includes outdoor pens where pets are housed, boarded, bred, or trained.

Veterinary clinics without outdoor kennels are currently allowed as a special use permitted in B-2 districts and as a permitted use by right in B-4 districts.

Veterinary clinics with outdoor kennels are currently allowed as a use by right in I-1 and I-2 districts.

Commercial kennels are currently a special use permitted in B-4 districts and as a

permitted use by right in I-1 and I-2 districts.

Within the Form Based Code, veterinary clinics are currently only allowed as a use by right in "flex buildings" within FBC-Neighborhood Edge and FBC, Neighborhood Core context areas. They are not allowed at all in the Lakeside Form-Based Code. Staff believes this type of use would be compatible with more building types and more context areas.

Staff is proposing to allow veterinary clinics without outdoor kennels in the following form-based code context areas (P=Permitted, S=Special Use):

FBC, NE - Mixed Use (S), Retail (P), Flex (S), Cottage Retail (P), Live/Work (P)
FBC, NC - Mixed Use (S), Retail (P), Flex (S), Cottage Retail (P), Live/Work (P), L Multiplex (S)
FBC, MS - Mixed Use (S), Retail (P), Flex (S), Live/Work (P), L Multiplex (S)
FBC, MSW - Mixed Use (S), Retail (P), Flex (S), Live/Work (P), L Multiplex (S)
LFBC, LC - Mixed Use (S), Retail (P)
LFBC, HC - Mixed Use (S), Retail (P)

Please see the attachment on the different building types in the form-based code.

STAFF RECOMMENDATION

I move that the amendments to veterinary clinics be recommended to the City Commission for approval as proposed.

PUBLIC HEARING COMMENCED

None.

CLOSE PUBLIC HEARING - MOTION

A motion to close the public hearing was made by J. Seyferth, supported by K. Johnson, and unanimously approved.

MOTION

Motion by J. Seyferth, second by K. Johnson, move that the amendments to veterinary clinics be recommended to the City Commission for approval as proposed.

ROLL VOTE: Ayes: L. Willett-Leroi, S. Gawron, J. Seyferth, K. Johnson, and S. Blake.

Nays: None.

MOTION PASSED

UNFINISHED BUSINESS

None.

NEW BUSINESS

A. 2026-04: Request to amend the Planned Unit Development at Hartshorn Village (0 Boardwalk Cove Dr, parcel #24-427-000-0000-00), by Hartshorn Village. Planning

SUMMARY

The original PUD was approved in January 2022. It was amended in March 2022 to replace 17 single-family houses with a condominium building. It was amended again in January 2023 to reduce the number of single-family houses and to eliminate the condominium building and replace it with the boat storage building. It was amended again in July 2024 to add fuel storage tanks outside the boat storage building.

This request is to alter the walking paths, add two more single-family houses, and to change the topography.

One walking path that leads to the bike path will be eliminated, and the other will be repositioned. This will make way for two more residential units, for a total of 22 single-family houses within the development. There were discussions about a potential 23rd lot to be located within the small traffic island (between the western ingress/egress points). However, the small size of land would require more details to explain how it would be developed.

The topography of the lots will also change to a less elevated position. About half the amount of fill dirt will be brought on site as originally proposed.

Please see the attached currently approved site plan and the proposed site plan.

If the Planning Commission chooses, this case may be approved as a minor request without the need for a public hearing.

STAFF RECOMMENDATION

I move to approve the amended Hartshorn Village Planned Unit Development as proposed as a minor amendment.

MOTION

Motion by J. Seyferth, second by K. Johnson, to approve the amendment to the Hartshorn Village Planned Unit Development, adding lot 21, as it is a minor amendment.

ROLL VOTE: Ayes: L. Willett-Leroi, S. Gawron, J. Seyferth, S. Blake, and K. Johnson.

Nays: None.

MOTION PASSED

ANY OTHER BUSINESS

A. Election of Officers Planning

SUMMARY

The board must elect a Chairperson and Vice-Chairperson.

The current Chairperson is Lea Willett-LeRoi, and the Vice-Chairperson is Destinee Keener.

MOTION

A motion by K. Johnson, seconded by S. Blake, to elect L. Willett-Leroi as Chairperson and D. Keener as Vice-Chairperson.

ROLL VOTE: Ayes: K. Johnson, J. Seyferth, S. Blake, L. Willett-Leroi, and S. Gawron.

Nays: None.

MOTION PASSED

B. Planning Commission representative on the Zoning Board of Appeals

Planning

SUMMARY

It is required that one Planning Commissioner hold a seat on the Zoning Board of Appeals. Staff is asking the Planning Commission to discuss who they would like to represent the Planning Commission on the Zoning Board of Appeals.

MOTION

A motion by K. Johnson, seconded by J. Seyferth, to nominate S. Gawron as the Planning Commissioner representative on the Zoning Board of Appeals.

ROLL VOTE: Ayes: K. Johnson, J. Seyferth, S. Blake, L. Willett-Leroi, and S. Gawron.

Nays: None.

MOTION PASSED

C. 2026 Planning Commission Goal Setting Planning

SUMMARY

The Planning Commission will set their goals for the 2026 calendar year. Board members have been asked to review the attached materials to discuss their preferences at the meeting.

Discussion continued about the goals that the Planning Commission would like to set for 2026. Because the full Planning Commission is not present, these discussions are ongoing.

GENERAL PUBLIC COMMENT

None.

ADJOURNMENT

The Planning Commission meeting adjourned at 5:28 PM.

Respectfully Submitted,

Ann Marie Meisch, MMC City Clerk