1. **CALL TO ORDER**

Vice Chair Van Leeuwen-Vega called the meeting to order at 7:02 p.m.

2. **ROLL CALL**

   Present: Drooger, Garrison, VanderMeulen, Van Leeuwen-Vega, and VanStrate

   Absent: Bohnhoff and Johnson

3. **APPROVAL OF THE AGENDA**

   Motion by Drooger, second from Garrison, to approve the agenda as presented. All in favor, motion carried.

   Yes: 5  No: 0

4. **APPROVAL OF THE MINUTES**

   Motion by Vanstrate, second from Drooger, to approve the minutes of the June 28, 2022 regular meeting. All in favor, motion carried.

   Yes: 5  No: 0

5. **CORRESPONDANCE** - None

6. **STATEMENTS OF CITIZENS – AGENDA ITEMS ONLY** - None

7. **PUBLIC HEARINGS**

   A. 316 N Jackson Street

      Request for a special use permit to add bulk to an existing nonconforming structure through a building addition within the existing building footprint.

      Vice Chair Van Leeuwen-Vega opened the public hearing at 7:04 p.m.

      Hoisington provided an overview through a memorandum dated July 20, 2022.

      The applicant’s representative, Jeremy Hersman, provided the following information:

      - Verified the project has not changed from the approved 2019 proposal. The addition would be built within the existing building footprint.
• Explained misunderstanding of the time limitation to start construction within a year of approval.

8. OLD BUSINESS
Commissioners noted the following points of discussion:

• Acknowledged the prior approval of the proposed addition.
• No additional comments or concerns were discussed.

Motion by VanStrate, second by Drooger to approve the Special Use request by Jeremy Hersman, representing Bryan and Laura Hornik to expand a nonconformity by constructing a 656 sqft building addition to be constructed on the upper level of the existing home and within the existing building footprint which has a front yard setback of 1-foot 4 inches, where 25-feet is required and a side yard setback of 5-feet 5-inches, where 8 feet is required for the property located at 316 N Jackson Street.

Which motion passed unanimously and is subject to the report of findings:

REPORT – SPECIAL USE - EXPANSION OF EXISTING NONCONFORMITY – 316 N JACKSON

1. This approval is based on the affirmative findings that all standards of the Special Land Use Criteria outlined in §390-134 have been fulfilled:
   A. That the use is designed and constructed, and will be operated and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will not change the essential character of the area in which it is proposed.
   B. The use is consistent with the adopted Spring Lake Village Master Plan.
   C. The authorized use is compatible with adjacent uses of land, the natural environment and the capacities of the public services and facilities affected by this use.
   D. The use is, or will be, served adequately by public services and facilities, including, but not limited to streets, police and fire protection, drainage structures, refuse disposal, water and sewer facilities and schools.
   E. The use does not involve activities, processes, materials and equipment or conditions of operation that is unreasonably detrimental to any persons, property or the general welfare by reason of excessive traffic, noise, smoke, fumes, glare or odors.
   F. The buildings, structures, and entrances are situated and designed to minimize the adverse effects upon owners and occupants of adjacent properties and the neighborhood.
   G. The site plan and special land use comply with the specific requirements contained in §390-137 of this article, as applicable.

9. STATEMENTS OF CITIZENS – NON-AGENDA ITEMS ONLY • None

10. COMMENTS OF PLANNING COMMISSIONERS
• Garrison inquired about the status of the Short Term Rental Committee.
  o Hoisington explained the Committee has been appointed and had the initial meeting earlier that month. Planning Commissioners were welcome to join as members of the public.

11. STAFF REPORT
• Hoisington updated Commissioners on the status of the Samaritas Affordable Living PUD application and to expect the Final PUD Application at the next meeting.

12. ADJOURNMENT
Without objection, the meeting was adjourned at 7:12 p.m.
Cassandra Hoisington, Associate Planner