



**CITY OF ITHACA  
PLANNING COMMISSION  
Regular Meeting Agenda  
Tuesday, May 14, 2024 @ 5:00pm  
City Council Chamber**

1. Call to Order
2. Pledge of Allegiance to the American Flag
3. Approval of Minutes from the Regular Meeting of April 9, 2024
4. Public Comments *(regarding items on this agenda)*
5. Unfinished Business
6. New Business
  - a) Special Use Permit
    - a. Accessory Building – 725 Serenity Drive
  - b) Special Use Permit
    - a. Accessory Building – 329 S. St. Johns Street
7. Public Comments
8. Adjournment

### CITY OF ITHACA ZONING APPLICATION

Application for:

Rezoning                       Variance

Special Use                   Land Division

Site Plan Review           Other

This application will not be accepted if incomplete. All required materials including Site Plan Reviews, must be submitted at least 10 business days prior to the next Planning Commission meeting. Planning Commission meetings are held on the second Tuesday of each month.

#### APPLICANT/OWNER INFORMATION

Name: Jason North

Phone: (989)-780-2482 Fax ( ) \_\_\_\_\_ E-mail jnorth@merrilltg.com

Address: 725 Serenity Drive, Ithaca MI, 48847

#### PROPERTY INFORMATION

Address or Location: 725 Serenity Drive, Ithaca MI, 48847

Permanent Parcel# 08-020-55

Current Zoning: City of Ithaca (R1)

Property Size: 5.25 acres

#### TYPE OF IMPROVEMENT and/or PROJECT

New Construction    Addition    Alteration    Repair    Demolition    Relocation

Mobile Home Set-up    Pre-manufacture    Other 24'x30'x10 Metal garage

#### PROPOSED USE of BUILDING

##### Residential

One Family

Two or more family - # of units \_\_\_\_\_

Hotel/motel - # of units \_\_\_\_\_

Attached garage

Detached garage

Other \_\_\_\_\_

##### Non-Residential

Amusement                   Office/bank

Church, religion               Public utility

Industrial                       School/library

Parking garage                 Store

Service Station                Tanks, towers

Hospital, institution         Other \_\_\_\_\_

I HEREBY CERTIFY THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER OF RECORD AND THAT I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION AS HIS/HER AUTHORIZED AGENT, AND WE AGREE TO CONFORM TO ALL APPLICABLE LAWS OF THE STATE OF MICHIGAN. ALL INFORMATION SUBMITTED ON THIS APPLICATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE.

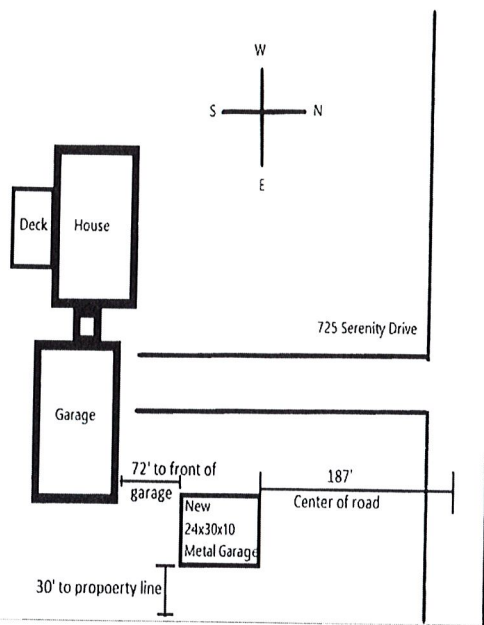
I HEREBY GRANT PERMISSION FOR EMPLOYEES, STAFF, AND MEMBERS OF THE CITY OF ITHACA, PLANNING COMMISSION, BOARD OF APPEALS AND/OR ZONING ADMINISTRATOR TO ENTER THE ABOVE DESCRIBED PROPERTY (OR AS DESCRIBED IN THE ATTACHED DOCUMENTS) FOR THE PURPOSE OF GATHERING INFORMATION RELATED TO THIS APPLICATION.

Signature of Applicant Jason R. North Date 3/21/24

24-2000

**DESCRIPTION OF PROPOSED USE/REQUEST** (Attach explanation letter with setbacks)

**\*\*Please provide sketch plan below**



**DO NOT WRITE BELOW THIS LINE**

Date received 3-28-24 Application Fee Paid \$ 150.00

Submitted Materials:  Site Plan  Application  Legal Description

Planning Commission or City Council Meeting Date: May 14

Approved for:  Rezoning  Variance  Site Plan  Special Use  Meets current zoning

Denied (explanation) \_\_\_\_\_

Approved by: \_\_\_\_\_ Title: \_\_\_\_\_

**Zoning Plan Examiners Notes**

District: \_\_\_\_\_

Use: \_\_\_\_\_

Front Yard: \_\_\_\_\_

Side Yard: \_\_\_\_\_ Side Yard: \_\_\_\_\_

Rear Yard: \_\_\_\_\_

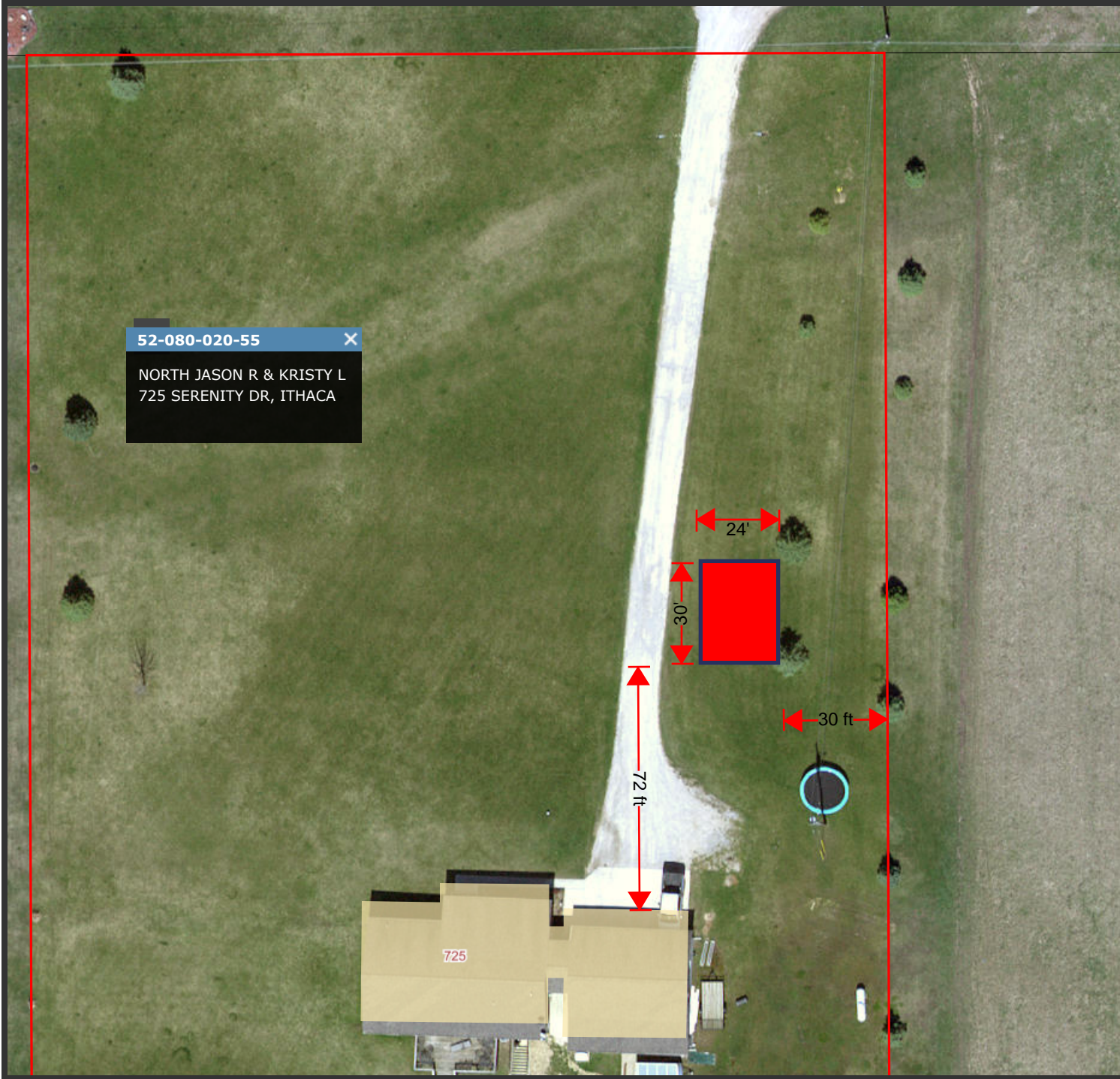
Notes:

White – City Code Enforcement

Yellow – County Inspector

Pink – Applicant





Gratiot GIS Authority



Map Publication:  
05/09/2024 3:54 PM



**Disclaimer:** This map does not represent a survey or legal document and is provided on an "as is" basis. Gratiot GIS Authority expresses no warranty for the information displayed on this map document.

725 Serenity Drive

Accessory Building: 720 square feet

§ 4.05 **Accessory buildings.**

Except as otherwise permitted in this ordinance, accessory buildings shall be allowed as permitted uses, subject to the following regulations:

**(c)**

Accessory buildings shall not be erected in any required front or side yard.

The homeowner is requesting a special use permit to allow the accessory building (steel garage) to be located on the East side of the front yard along the driveway. The property is in the R-1 District and is 5.269 Acres in size. The building would be thirty feet from the side yard property line and 187 feet from the front property line.

Staff notes: The lot is located in the R-1 (Rural Residential District) and has plenty of space. The accessory building is under the maximum allowable size and will not adversely affect the aesthetics of the neighborhood. Staff recommends approving the special use permit.

Jamey Conn

City Manager

# CITY OF ITHACA ZONING APPLICATION



Application for:

<input type="checkbox"/> Rezoning	<input type="checkbox"/> Variance
<input type="checkbox"/> Special Use	<input type="checkbox"/> Land Division
<input type="checkbox"/> Site Plan Review	<input type="checkbox"/> Other

This application will not be accepted if incomplete. All required materials including Site Plan Reviews, must be submitted at least 10 business days prior to the next Planning Commission meeting. Planning Commission meetings are held on the second Tuesday of each month.

## APPLICANT/OWNER INFORMATION

Name: Hugo Bootsma

Phone: ( 989 ) 763 0790 Fax ( ) \_\_\_\_\_ E-mail \_\_\_\_\_

Address: 329 S St Johns Street

## PROPERTY INFORMATION

Address or Location: 329 S St Johns Street Ithaca

Permanent Parcel# 29 - 52 - 663 - 063 - 00

Current Zoning: Residential

Property Size: 300 ft By 275 ft

## TYPE OF IMPROVEMENT and/or PROJECT

- New Construction    Addition    Alteration    Repair    Demolition    Relocation
- Mobile Home Set-up    Pre-manufacture    Other \_\_\_\_\_

## PROPOSED USE of BUILDING

### Residential

- One Family
- Two or more family - # of units \_\_\_\_\_
- Hotel/motel - # of units \_\_\_\_\_
- Attached garage
- Detached garage
- Other \_\_\_\_\_

### Non-Residential

- Amusement    Office/bank
- Church, religion    Public utility
- Industrial    School/library
- Parking garage    Store
- Service Station    Tanks, towers
- Hospital, institution    Other \_\_\_\_\_

I HEREBY CERTIFY THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER OF RECORD AND THAT I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION AS HIS/HER AUTHORIZED AGENT, AND WE AGREE TO CONFORM TO ALL APPLICABLE LAWS OF THE STATE OF MICHIGAN. ALL INFORMATION SUBMITTED ON THIS APPLICATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE.

I HEREBY GRANT PERMISSION FOR EMPLOYEES, STAFF, AND MEMBERS OF THE CITY OF ITHACA, PLANNING COMMISSION, BOARD OF APPEALS AND/OR ZONING ADMINISTRATOR TO ENTER THE ABOVE DESCRIBED PROPERTY (OR AS DESCRIBED IN THE ATTACHED DOCUMENTS) FOR THE PURPOSE OF GATHERING INFORMATION RELATED TO THIS APPLICATION.

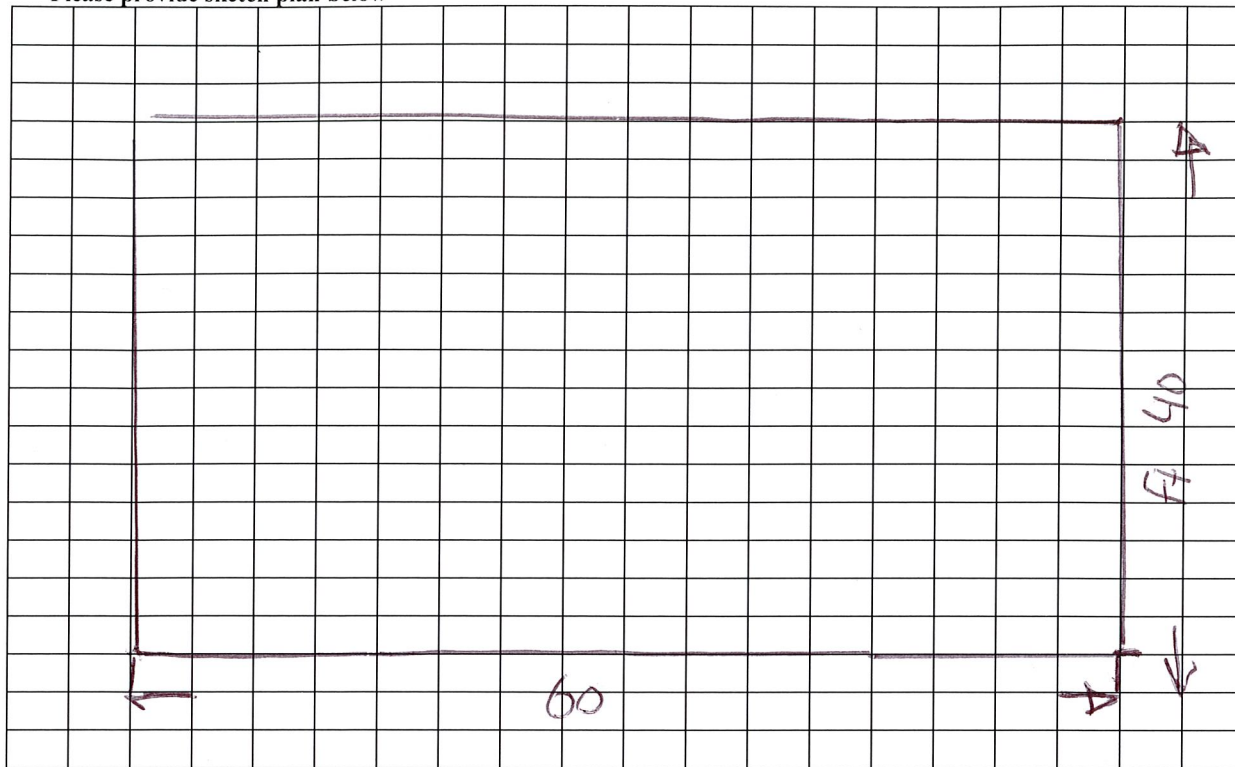
Signature of Applicant Hugo Bootsma

Date 3-17-2024

**DESCRIPTION OF PROPOSED USE/REQUEST** (Attach explanation letter with setbacks)



**\*\*Please provide sketch plan below**



**DO NOT WRITE BELOW THIS LINE**

Date received 3/22/24 Application Fee Paid \$ 150 - 00

Submitted Materials:  Site Plan  Application  Legal Description

Planning Commission or City Council Meeting Date: \_\_\_\_\_

Approved for:  Rezoning  Variance  Site Plan  Special Use  Meets current zoning

Denied (explanation) \_\_\_\_\_

Approved by: \_\_\_\_\_ Title: \_\_\_\_\_

**Zoning Plan Examiners Notes**

District: \_\_\_\_\_

Use: \_\_\_\_\_

Front Yard: \_\_\_\_\_

Side Yard: \_\_\_\_\_ Side Yard: \_\_\_\_\_

Rear Yard: \_\_\_\_\_

Notes:





# Gratiot GIS Authority



Map Publication:  
05/09/2024 1:38 PM



**Disclaimer:** This map does not represent a survey or legal document and is provided on an "as is" basis. Gratiot GIS Authority expresses no warranty for the information displayed on this map document.



329 South Saint Johns Street

Accessory Building: 2,400 square feet

§ 4.05 **Accessory buildings.**

**(d)**

In the R-1, R-2, R-3, R-4 and R-O Districts, the maximum allowable size for the total of all accessory buildings on a developed lot shall be 864 square feet. A special use permit shall be required if the total area of all accessory buildings is larger than 864 square feet. In no instance shall the total area of all detached accessory buildings be larger than the area of the ground floor of the main building or occupy more than 10% of a required rear yard (and 25% of a nonrequired rear yard), whichever is less. All farm related accessory buildings in the R-1 District shall require a special use permit but shall not be larger than 10% of the required rear yard or more than 25% of the nonrequired rear yard.

The property owner is requesting a special use permit to allow for greater than 864 square feet of accessory building space and a larger square footage than the ground floor of the main building (house). The property is in the R-3 District and is 1.769 Acres in size.

The property has a county drain running along the Southern portion of this property. The county drain commission requires 66 feet of setback from their drains,

Staff notes: The lot is located in the R-3 District and has plenty of space. If the accessory building is approved the percentage of lot coverage would only equal about 5% of the lot, which is well under the current 15% maximum. Due to the lot size and location, the accessory building would not adversely affect the surrounding neighborhood. Staff recommends to approve the special use permit.

Jamey Conn

City Manager