



CITY OF NEW BUFFALO
REGULAR PLANNING COMMISSION AGENDA
April 4, 2023 AT 5:30 PM

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Approval of Previous Minutes – March 21, 2023 (Special Meeting)
6. Public Comment
7. Public Hearing
 - a. 16 N. Smith Street (11-62-0340-0280-00-8) Special Land Use Request for a residential dwelling
8. New Business
 - a. 16 N. Smith Street (11-62-0340-0280-00-8) Special Land Use Request for a residential dwelling
 - b. 2022 Annual Planning Commission Report
8. Commissioner Comments
9. Adjournment

The Special Planning Commission Meeting on March 21, 2023 was called to order by Chair Billingslea at 5:34 p.m.

The Pledge of Allegiance was led by the Planning Commission.

Roll Call: Member Schmidt, Rau, Joseph, and Chair Billingslea

Absent: Member McCollum

Staff Present: City Manager; Darwin Watson, City Clerk; Amy Fidler

Approval of Agenda: Motion by Member Rau, seconded by Member Joseph to approve the agenda with the addition of nominating the Vice Chair:

Voice Vote, Motion Carried.

Roll Call Vote:

AYES: Rau, Joseph, Schmidt, Billingslea

NAYES:

ABSENT: McCollum

ABSTAINED:

Motion Carried, 4-0.

Appointment of Vice Chair: Motion by Chair Billingslea, seconded by Member Rau to appoint Member Joseph as the Vice Chair of the Planning Commission:

Roll Call Vote:

AYES: Rau, Schmidt, Joseph, Billingslea

NAYES:

ABSENT: McCollum

ABSTAINED:

Motion Carried, 4-0.

Approval of Previous Minutes: January 18, 2023: Motion by Member Schmidt, seconded by Member Rau to approve the January 18, 2023, Rescheduled Regular Planning Commission meeting minutes.

Voice Vote, Motion Carried.

Public Comment: None

Public Hearing: Review of recommendations for zoning amendments for marijuana establishments

Chair Billingslea opened the public hearing at 5:37 p.m.

Public Comment: None

Chair Billingslea closed the public hearing at 5:38 p.m.

New Business

Zoning Ordinance Amendment (Marijuana): Motion by Member Rau, seconded by Member Schmidt to approve the zoning ordinance as presented:

Roll Call Vote:

AYES: Rau, Schmidt, Chair Billingslea

NAYES: Joseph

ABSENT: McCollum

ABSTAINED:

Motion Carried, 3-1.

Member McCollum arrived at the meeting at 5:42 p.m.

Adjournment: Motion by Member Rau, seconded by Member Joseph to adjourn the meeting at 5:43 p.m.

Voice Vote

Motion Carried.

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Paul Billingslea, Chair

Amy Fidler, City Clerk



STAFF REPORT

16 N. Smith Street

Meeting Date: April 4, 2023

Project Number: 2.27.2023

Project Name: 16 N. Smith Street

Applicant: Jacob Moore, 3037 N. Seminary Avenue, Chicago, IL 60657

Property Location: 16 N. Smith Street

Owner: Jeanne Tibbles, 10083 E. Weko Drive #D-16, Bridgman, MI 49106

Dimensions: 66' X 264'

Proposed Use: Single-family Residence

Zoning: Central Business District (CBD)

Action Requested: Applicant request using property as a single-family home.

OVERVIEW

The applicant requests approval of a Special Use Permit for 16 N. Smith Street to use the property as a single-family home. The Special Use Permit consideration is guided by Article 17, Section 17-2 and 3. Minimal changes are proposed to the exterior and interior of the building and no site plan is required.

Section 17-2 Standards for Approval

- A. Basic Approval Standards. Prior to approving a special land use application, the following general standards, in addition to any specific standards required for an individual special use shall be satisfied. The proposed use or activity shall:
1. Be compatible and in accordance with the City of New Buffalo Master Plan.
 2. Be designed, constructed, operated, and maintained to be compatible with the existing or intended character of the general vicinity and so as not to change the essential character of the area in which it is proposed.
 3. Be adequately served by public facilities and services such as streets, police, fire protection, drainage structures, water and sewage facilities recreation facilities, and primary and secondary schools.
 4. Not involve uses, activities, processes, materials and equipment or conditions of operation that will be detrimental to the natural environment, public health, safety or



welfare by reason of excessive production of traffic, noise, smoke, odors or other such nuisance.

5. Promote the public interest through provision of a service, facility, or use determined to be non-detrimental to the residents of the City.
6. Be in compliance with all City ordinances, and state and federal statutes, and licensing provisions as applicable.
7. Not create safety concerns for pedestrian or vehicular circulation.

FINDINGS/RECOMMENDATION

After review of the Special Use Permit application materials and confirmation of the facts reported, it is recommended the Special Use Permit application for Project #2.27.2023, referred to as 16 N. Smith Street be approved as submitted.

Darwin Watson, City Manager