



AGENDA

Zoning Board of Appeals – Regular Meeting
Tuesday, December 09, 2025 – 6:00 p.m.

- I. Call to Order
- II. Roll Call
- III. Approval of the July 22, 2025 ZBA Meeting Minutes
- IV. Public Comments & Questions (*Agenda Items Only*)
- V. New Business
 - A. ZBA Variance Application No. 25-06 – Kross Dimensional Variance
 - B. Housekeeping – 2026 Meeting Dates & Appointments of Officers
- VI. Reports
- VII. Extended Public Comments & Questions (*Non-Agenda Items*)
- VIII. Adjournment

DRAFT MEETING MINUTES
GRAND HAVEN CHARTER TOWNSHIP
ZONING BOARD OF APPEALS
JULY 22, 2025

I. CALL TO ORDER

The regular meeting of the Grand Haven Charter Township Zoning Board of Appeals was called to order at 6:00 p.m. by Vice Chair Slater.

II. ROLL CALL

Board of Appeals members present: Slater, Dumbrell, Egedy-Bader, and alt. Butler

Board of Appeals members absent: Hesselsweet, Voss

Also present: Senior Planner Chaphalkar, Associate Planner Hill, and Community Development Director Sherwood

Without objection, Hill was instructed to record the minutes for the meeting.

III. APPROVAL OF MINUTES

Without objection, the minutes from May 28, 2025, ZBA Meeting were approved.

IV. PUBLIC COMMENT – NONE

V. NEW BUSINESS

A. ZBA Variance Application No. 25- 05 – Fedewa Dimensional Variance

Applicant	Brian Lakanen
Party Requesting Variance:	Lanna Fedewa
Address:	18284 McCrea Ct
Parcel Number:	70-03-32-133-006
Lot Size:	.39 Acres
Zoning:	R-1 - Residential Zoning District

The applicant is seeking a dimensional variance, described below:

1. A dimensional variance from Sections 2.08 and 2.13.E.1. to construct a ~246 sqft enclosed breezeway addition with a setback of 12’ from the front lot line for the property at 18284 Mc Crea Court.

2. A dimensional variance from Section 10.04.C.5. to construct a covered front porch which will result in a setback of 5' from the front lot line for the property at 18284 Mc Crea Court.

Chaphalkar provided an overview through a memorandum dated July 17th.

Board Members inquired if the proposed covered porch would extend farther into the setbacks than the existing structure.

- Per the provided plans, Chaphalkar clarified the enclosed portion of the porch would not extend as far as the existing structure, but a portion of the roof coverage would extend into the front yard to provide coverage for a concrete entry pad.

Dimensional Variance #1 – Enclosed Breezeway

Standard No. 1 – Exceptional or extraordinary circumstances:

- The property is entirely encumbered by the Critical Dune Area, regulated by EGLE.
- There is an approximate 40' difference in elevation on the property.
- Noted that the existing house is considered legally nonconforming in location.

Ayes: Butler, Dumbrell, Egedy-Bader, Slater,

Nays: None

Absent: Hesselsweet, Voss

Standard No. 2 – Substantial property right:

- It is common for houses to have a breezeway or foyer at the entrance of the home. The proposed breezeway is smaller than the existing structure.
- Discussed how the addition would not increase the nonconformity that exists

Ayes: Butler, Dumbrell, Egedy-Bader, Slater,

Nays: None

Absent: Hesselsweet, Voss

Standard No. 3 – Will not be a substantial detriment to adjacent parcels, or material impact on the intent and purpose of the Ordinance:

- No correspondence was received regarding the application as of the date of this memo.
- Board Members did not engage in additional discussion.

Ayes: Butler, Dumbrell, Egedy-Bader, Slater,

Nays: None

Absent: Hesselsweet, Voss

Standard No. 4 – Request is not of such a recurrent nature as to make reasonably practical the formulation of a general regulation:

- The construction is regulated by EGLE, which limits improvements in the Critical Dune Area.
- The breezeway is considered to be a part of the home, which without the additional area, would not comply with the minimum floor area required for the zoning district.

Ayes: Butler, Dumbrell, Egedy-Bader, Slater,

Nays: None

Absent: Hesselsweet, Voss

Motion by Dumbrell, seconded by Egedy-Bader, to **approve** a dimensional variance from Sections 2.08 and 2.13.E.1. to construct a ~246 sqft enclosed breezeway addition with a setback of 12' from the front lot line for the property at 18284 Mc Crea Court.

Which motion carried unanimously, as indicated by the following roll call vote:

Ayes: Butler, Dumbrell, Egedy-Bader, Slater,

Nays: None

Absent: Hesselsweet, Voss

Dimensional Variance #2 – Covered Porch

Standard No. 1 – Exceptional or extraordinary circumstances:

- The property is entirely encumbered by the Critical Dune Area, regulated by EGLE.
- There is an approximate 40' difference in elevation on the property.
- Noted that the existing house is considered legally nonconforming in location.

Ayes: Butler, Dumbrell, Egedy-Bader, Slater,

Nays: None

Absent: Hesselsweet, Voss

Standard No. 2 – Substantial property right:

- Residential properties commonly have covered porches to provide shelter over the entrance to a home.

Ayes: Butler, Dumbrell, Egedy-Bader, Slater,

Nays: None

Absent: Hesselsweet, Voss

Standard No. 3 – Will not be a substantial detriment to adjacent parcels, or material impact on the intent and purpose of the Ordinance:

- No correspondence was received regarding the application as of the date of this memo.
- Commented that the neighborhood does not see a lot of traffic.

Ayes: Butler, Dumbrell, Egedy-Bader, Slater,

Nays: None

Absent: Hesselsweet, Voss

Standard No. 4 – Request is not of such a recurrent nature as to make reasonably practical the formulation of a general regulation:

- The construction is regulated by EGLE, which limits improvements in the Critical Dune Area. The porch is located adjacent to the front entry of the home, which is the standard location for such improvement.

Ayes: Butler, Dumbrell, Egedy-Bader, Slater,

Nays: None

Absent: Hesselsweet, Voss

Motion by Egedy-Bader, seconded by Butler, to **approve** a dimensional variance from Section 10.04.C.5. to construct a covered front porch which will result in a setback of 5' from the front lot line for the property at 18284 Mc Crea Court.

Which motion carried unanimously, as indicated by the following roll call vote:

Ayes: Butler, Dumbrell, Egedy-Bader, Slater,

Nays: None

Absent: Hesselsweet, Voss

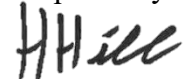
VI. REPORTS – Chaphalkar stated the ZBA training from MSUE was available to ZBA Members to complete.

VII. EXTENDED PUBLIC COMMENTS – None

VIII. ADJOURNMENT

Without objection, the meeting was adjourned at 6:19 pm.

Respectfully submitted,



Harrison Hill

Acting Recording Secretary

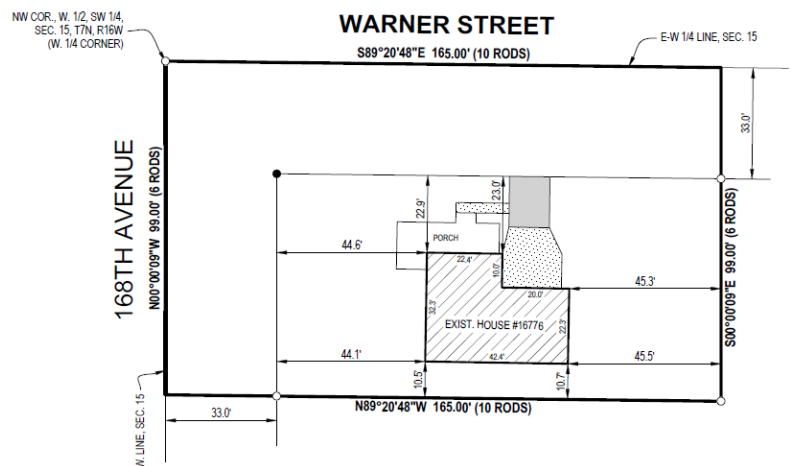
Community Development Memo

DATE: December 4th, 2025
 TO: Zoning Board of Appeals
 FROM: Harrison Hill, Associate Planner
 RE: 16776 Warner – Dimensional Variance Application No. 25-06

PARCEL INFORMATION	
Owner	Elliot Kross
Property Address	16776 Warner St
Parcel Number	70-07-15-300-001
Lot Size	Net lot area - ~8,712 sqft or .2 acres
Zoning	Rural Residential
Required Rear Yard Setback for a Main Building	RR – 50’
Requested Rear Yard Setback for a Main Building	15.3’
Required Side Yard Setback for Main Building	RR – 20’
Requested Side Yard Setback for Main Building	10.7’
Required Corner Side Yard Setback for Porch	25’
Requested Corner Side Yard Setback for Porch	19.5’



A) Location Map



B) Existing Setbacks

BACKGROUND

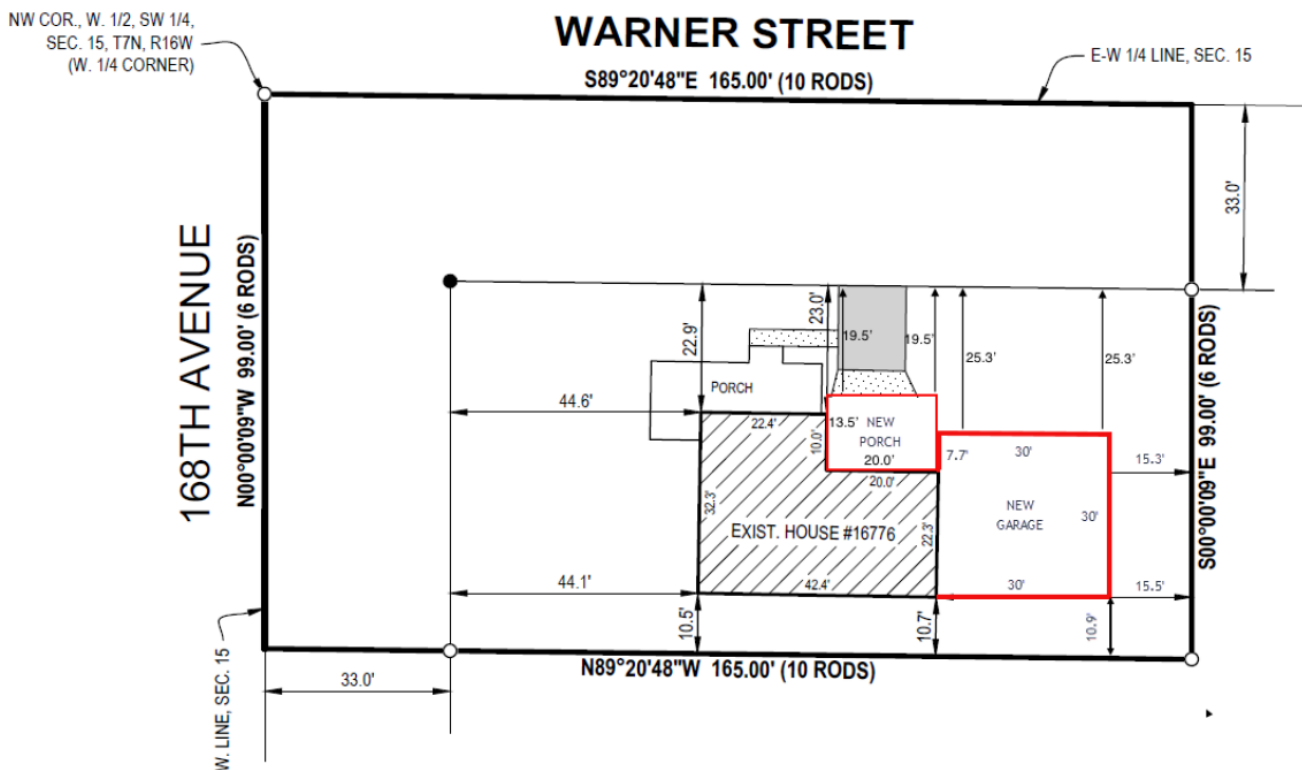
The applicant and property owner, Elliot Kross, is requesting a variance for an addition onto the existing house on the property extending into the rear yard and side yard setbacks and a porch to be built into the corner side yard setback. Because the parcel is a corner lot, the lot line with the lesser road frontage (168th Avenue) is considered the front yard, with the Warner frontage considered as a side yard.

The subject parcel is legally non-conforming in size for the Rural Residential zoning district, being 8,712 Square Feet, where 45,000 Square Feet are needed. The house itself is non-conforming in both size and setbacks. Currently the house has a livable area of 704 sqft, 1,100 sqft is required in the Rural Residential district.

Prior to its use as a home, the building served as office space. Because of the lot's small area, the property was previously granted a variance to construct the current garage and porch to convert the structure into a home.

This request entails two dimensional variances:

- Construction of a two-story garage addition
- Construction of a porch



C) [Proposed Site plan](#)

TWO STORY GARAGE WITH UPPER LIVING SPACE

The applicant is proposing a 900 sqft two-story garage addition onto the existing home. Currently there is an existing garage that would be converted to additional living space. The new garage would allow for additional living space to be added to the second floor of the proposed garage. The applicant is requesting a 15.5' rear yard setback and 10.9' side yard setback to construct the two-story garage addition.

Because the existing house has a rear yard setback of 45.3', a side yard setback of 10.7' and is legally non-conforming, any building addition reaching into the rear yard would require a variance for a reduced side yard and rear yard setback.



D) [Proposed Floor Plan and Elevation](#)

VARIANCE STANDARDS – TWO STORY GARAGE

To authorize a dimensional variance from the strict applications of the provisions of this Ordinance, the ZBA shall apply the following standards and make an affirmative finding as to each of the matters set forth in the standards.

STANDARD 1

There are exceptional or extraordinary circumstances or conditions applying to the property that do not apply generally to other properties in the same zoning classification.

The property is undersized for the Rural Residential zoning district with 8,712 sqft area where 45,000 square feet is required. As a result of the existing structure's legally non-conforming location, any building addition would require a variance.

The ZBA will need to determine whether this standard is met.

STANDARD 2

The variance is necessary for the preservation and enjoyment of a substantial property right similar to that possessed by other properties in the same zoning district and in the vicinity, provided that possible increased financial return shall not of itself, be deemed sufficient to warrant a variance.

Currently the home does not meet the minimum floor area of livable space in the Rural Residential zoning district. It has a floor area of 704, where 1,100 is required.

The ZBA will need to make a determination whether this standard is met given the circumstances of this case.

STANDARD 3

Authorization of such variance will not be of substantial detriment to adjacent property and will not materially impair the intent and purpose of this Ordinance or the public health, safety, and general welfare of the community.

Staff received three letters of support for the application and one email with concerns regarding tree removal. All correspondence received regarding the application are included in the meeting packet.

The ZBA will need to determine whether this standard is met.

STANDARD 4

The condition or situation of the specific piece of property or the intended use of said property for which the variance is sought, is not of so general or recurrent a nature as to make reasonably practical the formulation of a general regulation for such condition or situation, a part of this Ordinance.

The undersized nature of the parcel would not allow for a new parcel zoned Rural Residential to be approved under the current zoning ordinance. There are few, if any, RR parcels of a similar size.

The ZBA will need to make the determination whether this standard is met.

SAMPLE MOTIONS – TWO STORY GARAGE

If the ZBA determines each standard has been affirmatively met, one of the following motions can be offered:

Motion to approve a dimensional variance from Section 2.08 to construct a 900 sqft two story garage addition with upper living space with a setback of 15.3' from the rear lot line and with a setback of 10.7' from the side lot line for the property at 16776 Warner St.

However, if the ZBA determines each standard has not been affirmatively met, the following motion can be offered:

Motion to deny a dimensional variance from Sections 2.08 to construct a 900 sqft two story garage addition for the property at 16776 Warner St. because an alternative exists that does not violate the Grand Haven Charter Township Zoning Ordinance.

If the ZBA determines that more information is needed to make an affirmative finding, the following motion can be offered:

Motion to table the dimensional variance application for 16776 Warner St, and direct the applicant and/or staff to provide the following information:

1. *List items.*

VARIANCE REQUEST – PORCH

The applicant is also proposing to have a small porch located in front of the existing garage and adjacent to the existing front porch. Porches and decks are not permitted to project into a required corner side yard. Due to the corner -lot status the patio would require a setback of 25' from the northern lot line. The applicant is proposing a 19.5' setback where 25' is required. The house already is non-conforming in this aspect, having a 23' setback from the road, with the existing covered front porch setback at about 14'.



E) [Proposed Rendering](#)

VARIANCE STANDARDS – PORCH

To authorize a dimensional variance from the strict applications of the provisions of this Ordinance, the ZBA shall apply the following standards and make an affirmative finding as to each of the matters set forth in the standards.

STANDARD 1

There are exceptional or extraordinary circumstances or conditions applying to the property that do not apply generally to other properties in the same zoning classification.

The property is undersized for the Rural Residential zoning district with 8,712 sqft area where 45,000 square feet is required.

The ZBA will need to determine whether this standard is met.

STANDARD 2

The variance is necessary for the preservation and enjoyment of a substantial property right similar to that possessed by other properties in the same zoning district and in the vicinity, provided that possible increased financial return shall not of itself, be deemed sufficient to warrant a variance.

Residential properties commonly have porches around the entrance area of the home.

The ZBA will need to make a determination whether this standard is met given the circumstances of this case.

STANDARD 3

Authorization of such variance will not be of substantial detriment to adjacent property and will not materially impair the intent and purpose of this Ordinance or the public health, safety, and general welfare of the community.

Staff received three letters of support for the application and one email with concerns regarding tree removal. All correspondence received regarding the application are included in the meeting packet.

The ZBA will need to determine whether this standard is met.

STANDARD 4

The condition or situation of the specific piece of property or the intended use of said property for which the variance is sought, is not of so general or recurrent a nature as to make reasonably practical the formulation of a general regulation for such condition or situation, a part of this Ordinance.

The undersized nature of the parcel would not be approved under the current zoning ordinance. There are few, if any, RR parcels of this size.

The ZBA will need to make the determination whether this standard is met.

SAMPLE MOTIONS – PORCH

If the ZBA determines each standard has been affirmatively met, one of the following motions can be offered:

Motion to approve a dimensional variance from Section 10.04.C.4.& 10.04.C.5 to construct a front porch which will result in a setback of 19.5’ from the corner side lot line for the property at 16776 Warner St.

However, if the ZBA determines each standard has not been affirmatively met, the following motion can be offered:

Motion to deny a dimensional variance from Section 10.04.C.4 & 10.04.C.5 to construct a front porch for the property at 16776 Warner St because an alternative exists that does not violate the Grand Haven Charter Township Zoning Ordinance.

If the ZBA determines that more information is needed to make an affirmative finding, the following motion can be offered:

Motion to table the dimensional variance application for 16776 Warner St, and direct the applicant and/or staff to provide the following information:

2. *List items.*

Project Summary

Project: Convert existing garage to living space; construct new attached 30×30 garage with finished living space above

Zoning: Rural Residential (RR)

Existing living area: 704 sq ft

Living area from garage conversion: +484 sq ft

Living area above new garage: 900 sq ft

Projected total living area after project: ≈ 2,088 sq ft

Current Layout: 1 Bed / 1 Bath

Requested Layout: 4 Bed / 3 Bath

Description of Request

We request a dimensional variance to convert our existing garage into 484 sq ft of finished living space and to build a new attached 30×30 garage with approximately 900 sq ft of finished living space above. The combined work will increase the home's living area to roughly 2,088 sq ft, bringing the dwelling well above the township's 1,100 sq ft minimum. The new garage and second-story living area will match the house in materials and scale. The project will honor the property's historically approved small setbacks, asking only for similar or greater setbacks as necessary for the new construction.

Personal Reason for Request

We recently welcomed a baby boy into our family and need additional space to safely and comfortably raise our child. We grew up in the area and want to stay here to remain close to family, neighbors, and the child care they provide. Expanding our home in the manner described is the only practical way for our family to remain in the community without relocating.

Standard 1: Exceptional or Extraordinary Circumstances

Our .37 acre parcel paired with a 704 sq ft house is an exceptionally rare condition within the Rural Residential zone. The existing home's compact footprint, fixed structural layout, and limited indoor living space make internal reconfiguration impractical for adding bedrooms and bathrooms without expanding. Converting the current garage and building a new attached garage with living space above directly responds to this atypical lot/house pairing and relieves a hardship that is specific to this property rather than a circumstance commonly shared across the RR district.

Standard 2: Necessity for Preservation and Enjoyment of Substantial Property Rights

Granting the variance is necessary for us to enjoy the property as a functional single-family home comparable to others in the district. Without the conversion and the new upstairs living area, the property cannot provide adequate bedrooms, bathrooms, and family living space while retaining essential garage functionality. The relief requested is practical and proportional to our family's needs, not an attempt to gain an unusual financial advantage. The over-sized garage footprint is crucial to provide the necessary square footage our growing family requires.

Standard 3: No Substantial Detriment to Adjacent Property or Public Welfare

The project cause harm or detriment to neighboring properties or public welfare because it will:

- Request similar or greater setbacks consistent with past approvals for the lot
- Use updated aesthetic materials and designs, rooflines, and scale so the new garage and upper living area will integrate seamlessly with the house and neighborhood
- Utilize landscaping and natural barriers to maintain the sought after privacy of the Rural Residential zone

These measures preserve neighborhood character and protect adjacent property interests. We are prepared to accept any reasonable additional township request to ensure the character of the RR zone is protected.

Standard 4: Condition Not of General or Recurrent Nature

The need for this variance is driven by the specific physical constraints of this particular house and our family's circumstance. It is not a district-wide condition and the relief is tailored to this parcel. Any approval can be limited by conditions so it does not create a general precedent.

Conclusion

Converting the existing garage (484 sq ft) and adding finished living space above a new 30×30 attached garage (≈900 sq ft) yields approximately 2,088 sq ft of living area, comfortably exceeding the township minimum and providing the space our growing family needs while keeping us near our support network. The plan is designed to be compatible with the neighborhood, respectful of previously approved setback patterns, and protective of adjacent properties. We respectfully request that the Board find the four variance standards are met and approve the request with suitable conditions.

NW COR., W. 1/2, SW 1/4,
SEC. 15, T7N, R16W
(W. 1/4 CORNER)

168TH AVENUE
N00°00'09"W 99.00' (6 RODS)

WARNER STREET

S89°20'48"E 165.00' (10 RODS)

E-W 1/4 LINE, SEC. 15

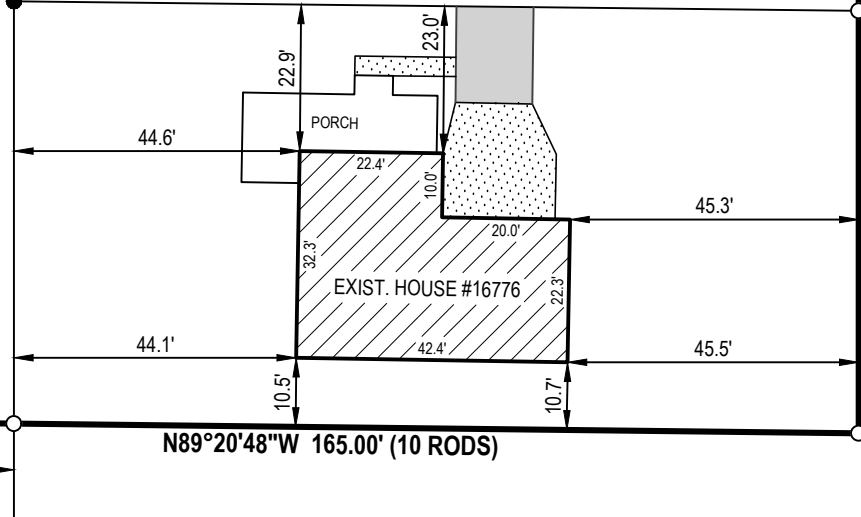
W. LINE, SEC. 15

33.0'

N89°20'48"W 165.00' (10 RODS)

S00°00'09"E 99.00' (6 RODS)

33.0'



Note: Title work was not provided at time of survey. A current title commitment should be obtained for information on easements and restrictions of record.

We hereby certify that we have examined the premises herein described, that the improvements are located entirely thereon as shown and that they do not encroach except as shown hereon.

This survey was made from the legal description shown above. The description should be compared with the Abstract of Title or Title Policy for accuracy, easements and exceptions.

DESCRIPTION

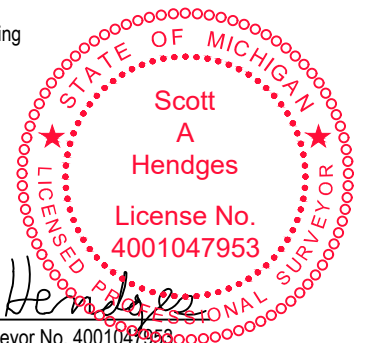
The following described premises situated in the Township of Grand Haven, County of Ottawa, State of Michigan, to wit:

Commencing at a point in the center of the so-called Beechtree Road (now 168th Avenue) on the Northwest corner of the West 1/2 of the Southwest 1/4 of Section 15, Town 7 North, Range 16 West, Grand Haven Township, Ottawa County, Michigan; thence running East 10 rods; thence South 6 rods; thence running West 10 rods; thence running North 6 rods to the place of beginning.

(Warranty Deed recorded in Instrument No. 2020-0018070, recorded May 11, 2020, Ottawa County Register of Deeds Office)

LEGEND

- Iron-Found
- Iron-Set
- Asphalt
- ▨ Existing Building
- ▤ Concrete



By: *Scott A. Hendges*
Scott A. Hendges Licensed Professional Surveyor No. 4001047953

SCALE: 1" = 30' 0' 15' 30' NORTH

Elliot Kross 16776 Warner St Grand Haven, MI 49417		 www.nederveld.com • 800.222.1868 Holland 730 Chicago Dr. Holland, MI 49423 Phone: 616.393.0449 Grand Rapids • Ann Arbor
16776 Warner St		
DRAWN BY: NH REV. BY: REV.:	DATE: 10/14/2025 REV. DATE:	PRJ #: 25201794 1 OF 1

NW COR., W. 1/2, SW 1/4,
SEC. 15, T7N, R16W
(W. 1/4 CORNER)

WARNER STREET

E-W 1/4 LINE, SEC. 15

S89°20'48"E 165.00' (10 RODS)

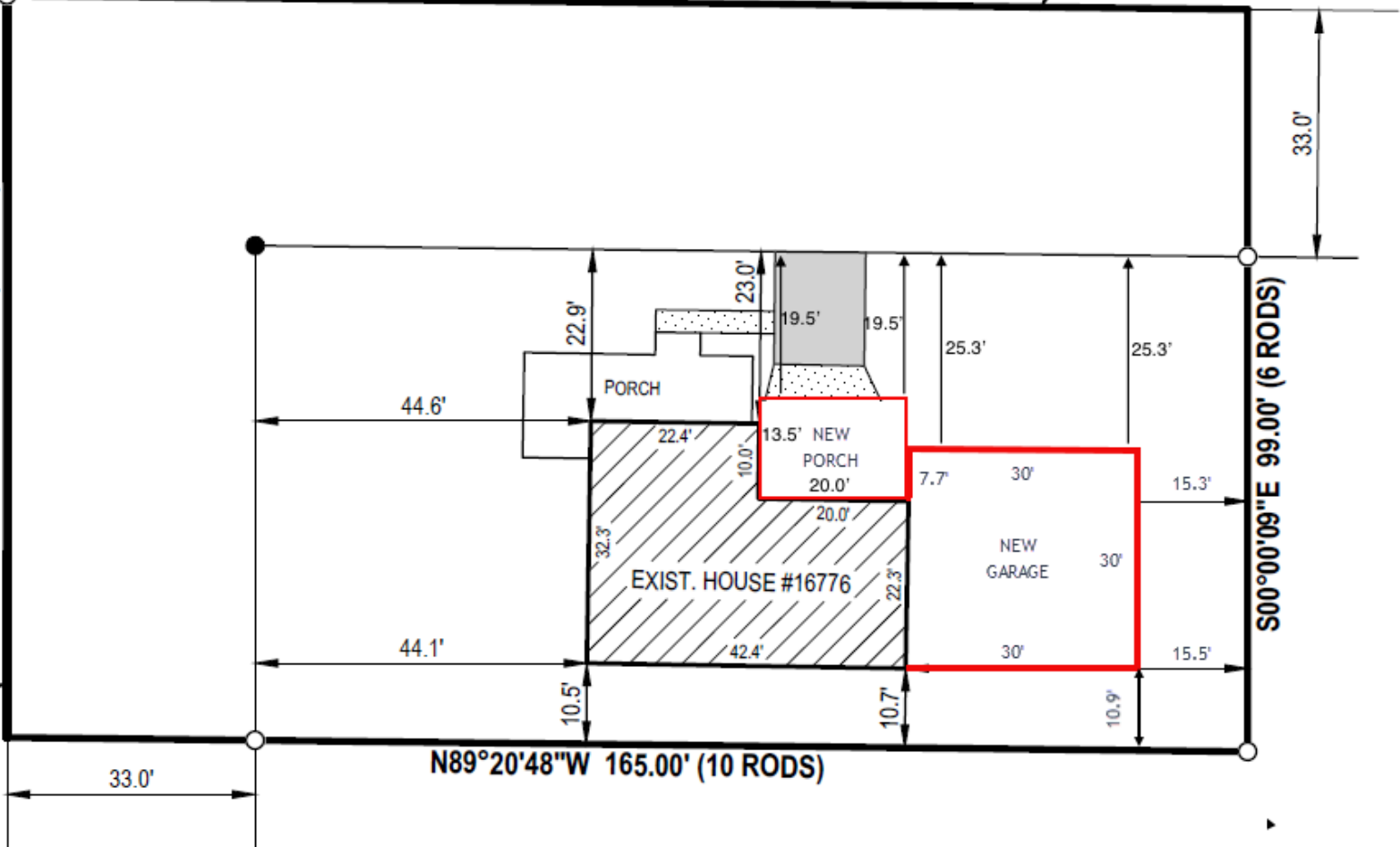
168TH AVENUE

N00°00'09"W 99.00' (6 RODS)

W. LINE, SEC. 15

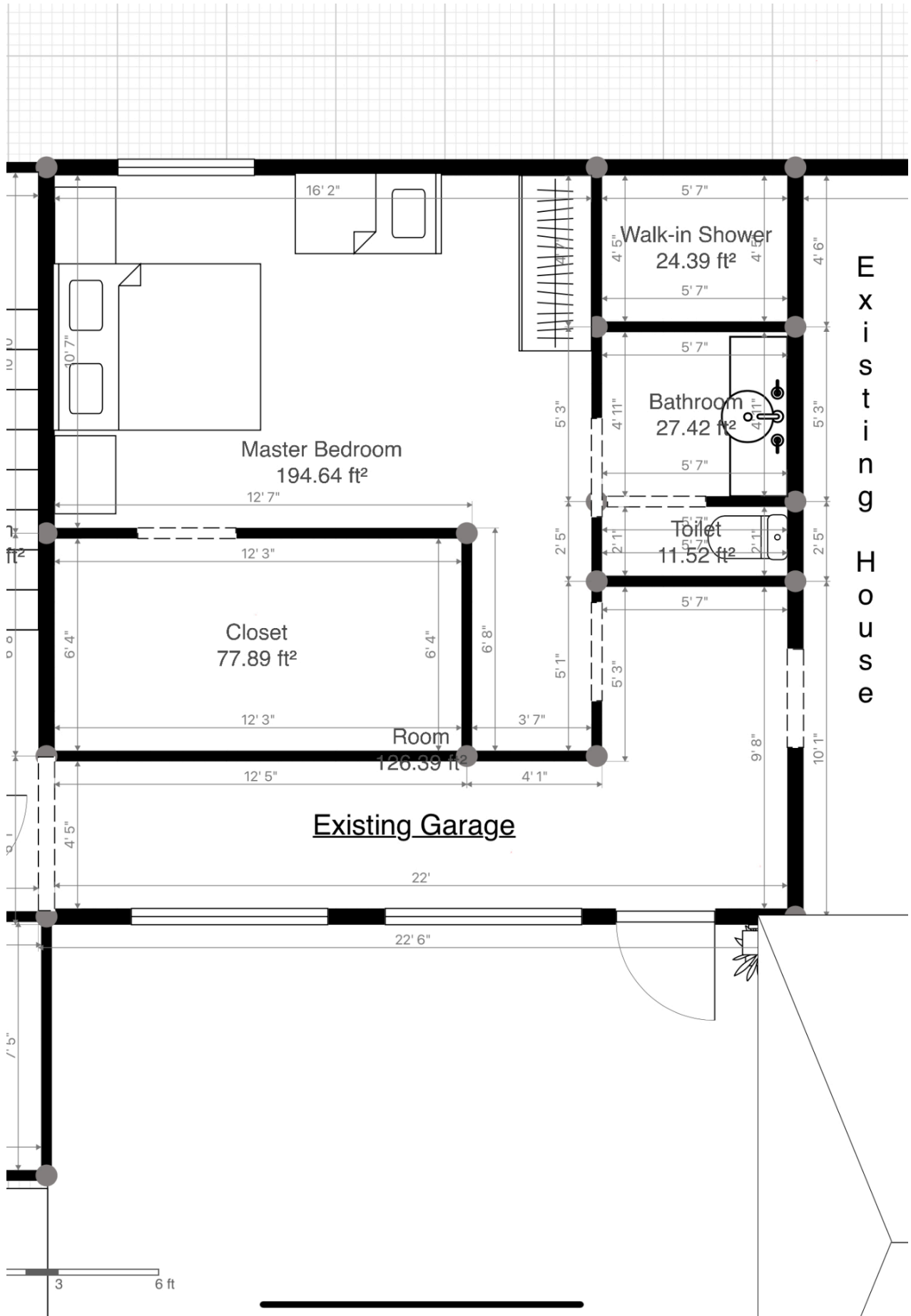
S00°00'09"E 99.00' (6 RODS)

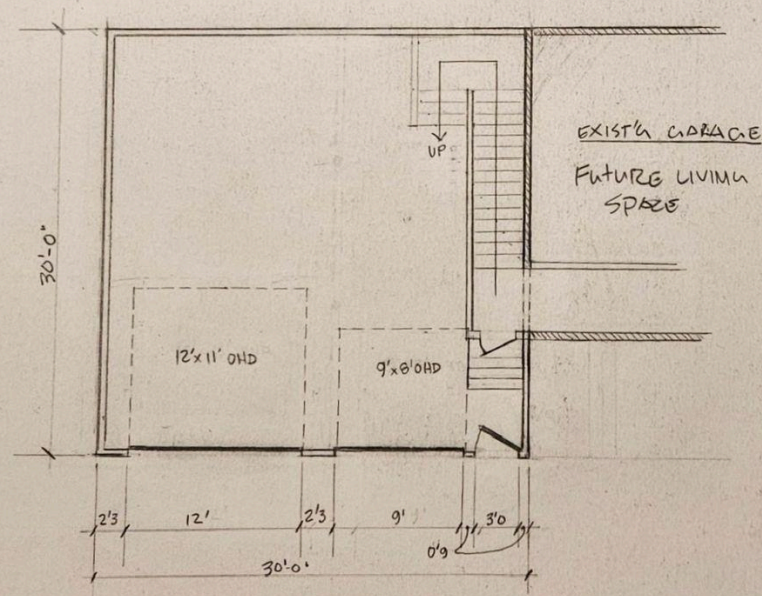
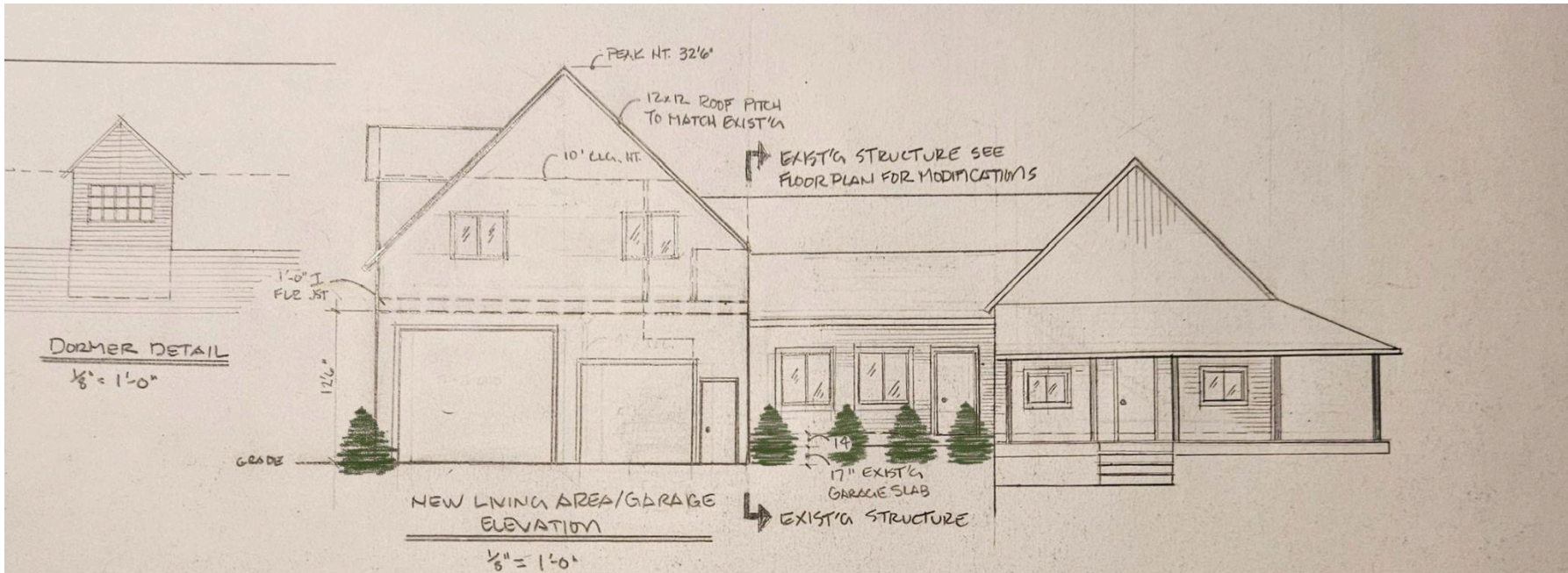
N89°20'48"W 165.00' (10 RODS)



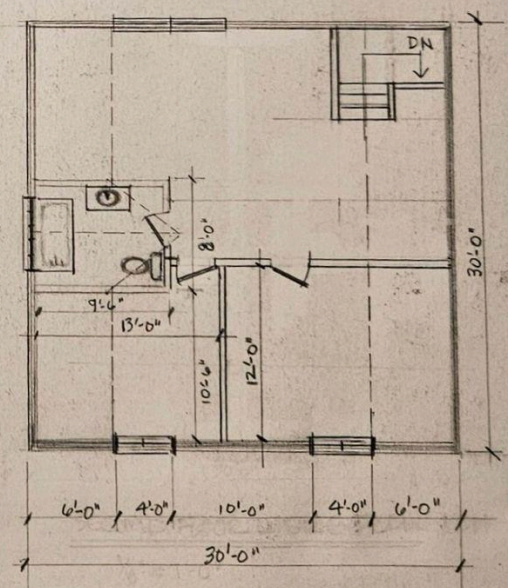
CONCEPT







NEW GARAGE PLAN
1/8" = 1'-0"



SECOND FLR LIVING PLAN
1/8" = 1'-0"

Robert and Janet Myers

12389 168th Ave
Grand Haven, MI 49417
616 502-0603
Bobmyers67@gmail.com

December 1, 2025

Harrison Hill

Grand Haven Charter Township
1330 168th Ave
Grand Haven, MI 49417
hhill@ghtmi.gov

Dear Mr.Hill,

We are writing in support of the dimensional variance application sought by Elliot Kross at 16776 Warner St. We have lived across from this property for almost 30 years. In that time we have seen the former township hall used several different ways.

When we first moved here in 1996 it was the club house for a motorcycle club, the West Bank Rollers. After an argument one night that involved a gunshot the club disbanded and the property was sold to Mark Reenders to be used as an office for his business. Then it was converted into a residence in a process that took several years. The developer was fighting with the township over a code interpretation issue. We were thrilled when the house was finally purchased to be used as a home. Honestly the only time we ever really did not enjoy living across the street was in those years when the house was vacant and seemed to be in limbo as to what was going to happen.

In all honesty we were surprised when the house sold because it is very small and has a small yard. We had feared it would be used as a vacation rental. Elliot Cross's plan to add an addition to the house will make it much more functional and likely to be sold as a home in the future. This addition will add to the property values of all the neighbors and help keep the street quiet and family oriented. Besides that, the Cross's are great people and we would love to keep them as neighbors as they start a family.

Sincerely,

Robert and Janet Myers



December 1, 2025

Harrison Hill, Associate Planner
Grand Haven Charter Township
13300 168th Avenue
Grand Haven, MI 49417



Dear Mr. Hill,

We are writing to you concerning a Public Notice we received notifying us Elliot Kross is seeking a dimensional variance for his property at Parcel No. 70-07-15-300-001, 16776 Warner Street. We urge you to approve Mr. Kross' application for a dimensional variance for many, but at least these three reasons:

- 1) We live across the street from this property and have consistently observed Mr. and Mrs. Kross take care and pride in maintaining their home. With improvements they are proposing, we feel the overall presentation and curb appeal of this home will be enhanced.
- 2) We have viewed the Kross' conceptual drawings and believe the suggested improvements and enlargement of the house will increase its value and so benefit the values of properties in the neighborhood.
- 3) Mr. and Mrs. Kross have been outstanding neighbors to us and we feel they are an asset to our community. As they start a family and choose to call Grand Haven their home, we believe they have commitment to and vested interest in maintaining the beauty and strength of character that define the area and the people of Grand Haven Charter Township.

We are in favor of the Kross family being granted dimension variances so they can proceed with their building project and continue to contribute to the updating and beautifying of our neighborhood. We appreciate your consideration of our request.

Sincerely,

Brian and Linda Polzin
16771 Warner Street
Grand Haven, MI 49417
aug2079@comcast.net
(616) 340-2438, (616) 481-4844

Harrison Hill

From: Rachel Vanzytveld <rvanzytveld@gmail.com>
Sent: Tuesday, December 2, 2025 11:38 AM
To: Harrison Hill
Subject: 16776 Warner Street Kross Family Addition

Caution: CYBERSECURITY WARNING: This email is sent from outside of GRAND HAVEN TOWNSHIP. DO NOT click on links, open attachments or share confidential information unless you know the sender and the email was expected. Please report any suspicious emails using the "Report Phishing" button.

Dear Harrison Hill and Grand Haven Charter Township Team,

I hope you are doing well. My name is Rachel VanZytveld, and I live at **12425 168th Avenue**. I am reaching out to express my full support for my neighbors, Hannah and Elliot Kross, and their proposed addition to their home.

Hannah and Elliot are truly wonderful members of our unique neighborhood. They are kind, respectful, and always mindful of the people around them. Their planned home addition would not only meet the needs of their growing family but would also enhance the overall appearance and functionality of our small neighborhood.

The Kross family consistently maintains their property with care and contributes positively to our community. I believe their project reflects that same sense of responsibility and would be a benefit to all of us who live nearby. The improvements would support long-term stability for their family while contributing to the continued growth and charm of our area.

If any additional information is needed, please feel free to reach out. Thank you for your time and for the work you do for our community.

--

Rachel VanZytveld (she/her/hers)
rvanzytveld@gmail.com



Community Development Memo

DATE: December 04, 2025
TO: Zoning Board of Appeals
FROM: Harrison Hill, Associate Planner
RE: 2026 Housekeeping Duties – Appointments & Meeting Schedule

APPOINTMENT OF OFFICERS

As required by the ZBA Bylaws the officers must be appointed annually. The current appointments are:

- Chairperson Vacant
- Vice Chairperson Slater
- Secretary Egedy-Bader

If the ZBA wants the appointments to remain the same, the following motion can be offered:

Motion to nominate and reappoint the existing officers for their current positions.

2026 MEETING DATE SCHEDULE

The 2026 Meeting Date Schedule must be approved as well. Meetings are held on the 4th Tuesday of each month and begin at 6pm, except for May where the meeting is held on the 4th Wednesday because of the Memorial Day and December where the meeting is held on the second Tuesday because of the holidays.

Motion to approve the 2026 Meeting Date Schedule as presented.



ZONING BOARD OF APPEALS 2026 MEETING DATES

Tuesday, January 27, 2026
Tuesday, February 24, 2026
Tuesday, March 24, 2026
Tuesday, April 28, 2026
Wednesday, May 27, 2026
Tuesday, June 23, 2026

Tuesday, July 28, 2026
Tuesday, August 25, 2026
Tuesday, September 22, 2026
Tuesday, October 27, 2026
Tuesday, November 24, 2026
Tuesday, December 8, 2026

All meetings will be held at the Township Hall, 13300 168th Avenue, Grand Haven and will begin at 6:00 pm. The agenda and associated documents can be found online at www.ghmtmi.gov.

The Charter Township of Grand Haven will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon seven (7) business days' notice to the Charter Township of Grand Haven. Individuals with disabilities requiring auxiliary aids or services should contact the Charter Township of Grand Haven by writing or calling the following:

HR Director
13300 168th Avenue
Grand Haven, MI 49417
(616) 842-5988

From: [Jeff Cross](#)
To: [Harrison Hill](#)
Subject: 16776 Warner St. Variance
Date: Wednesday, November 26, 2025 8:03:19 AM

Caution: CYBERSECURITY WARNING: This email is sent from outside of GRAND HAVEN TOWNSHIP. DO NOT click on links, open attachments or share confidential information unless you know the sender and the email was expected. Please report any suspicious emails using the "Report Phishing" button.

Hi, my name is Jeff Cross, the owner of 12378 168th that is next to the above address. I received the letter about this meeting for a variance request. Can you explain to me what the "Side yard setback" & "Rear yard setback" mean? I know there is hardly any room on the back of this house to my lot line, so what does a rear yard setback of 15.3 ft where 50 ft is required mean? I want to make sure none of my trees will be touched and this is clear to the homeowner seeking this request. If it's easier to explain this over the phone, please call me at 231-740-1852, thanks.