



# City of East Grand Rapids, Michigan

## CITY OF EAST GRAND RAPIDS NOTICE OF PUBLIC HEARING

A public hearing will be held at the date, time, and place listed below on the application of Greg and Linda Clarkin of 1310 Woodcliff Drive and Ryan and Lauren Deleon of 1318 Woodcliff Drive to adjust their shared side property line. A 2' x 92.9' strip of land is proposed to transfer from 1310 Woodcliff Dr to 1318 Woodcliff Dr. Before this request can be heard, a zoning variance request by Greg and Linda Clarkin of 1310 Woodcliff Drive must be heard for reduced side yard setbacks (Section 5.28). With the property line adjustment, the side yard setback requirements are a least side yard of 8.8' and a combined total of 21.1' (this is due to the "non-conforming" status of the property). They are requesting a least side yard of 9.7' with a total of 20.4'.

The application and plans may be viewed in the Public Works Administration office at the Community Center, or by linking from this notice at [www.eastgr.org/notices](http://www.eastgr.org/notices).

Comments will be received at the scheduled meeting or may be submitted in writing to: East Grand Rapids City Commission, 750 Lakeside Drive SE, East Grand Rapids, Michigan, 49506, or by email to the City Clerk at [kbrower@eastgr.org](mailto:kbrower@eastgr.org). To be entered into the record, written communications must contain the sender's name and address.

If you have any questions regarding this application, please contact the undersigned at (616) 940-4817, or [amizikar@eastgr.org](mailto:amizikar@eastgr.org).

DATE: Monday, August 3, 2020  
Time: 6:00 p.m.  
Place: East Grand Rapids Community Center Commission  
Chambers  
750 Lakeside Drive SE  
East Grand Rapids, MI 49506

Aleksander P. Mizikar  
Zoning Administrator

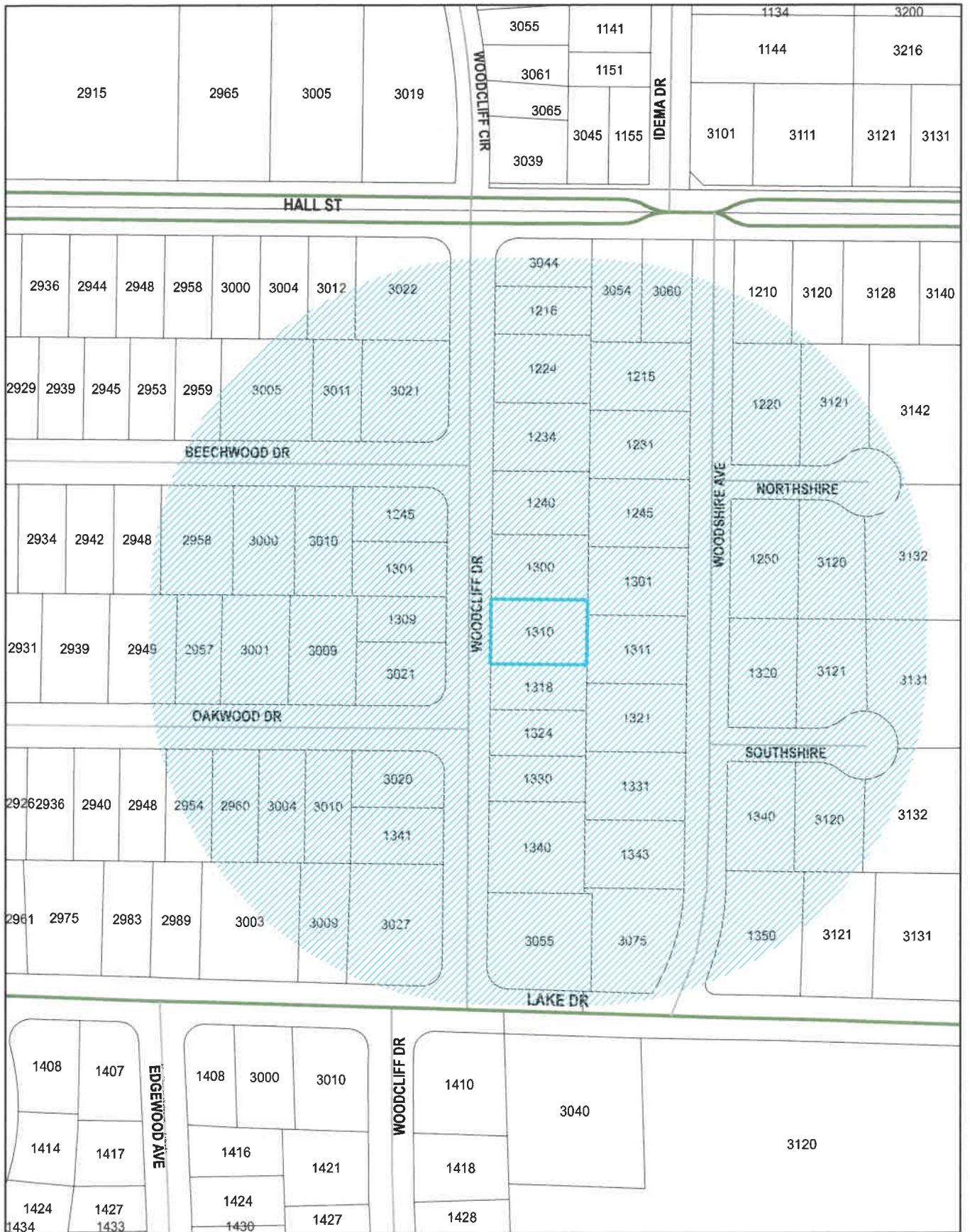
*169  
letters sent*

### PUBLIC WORKS DEPARTMENT – ENGINEERING DIVISION

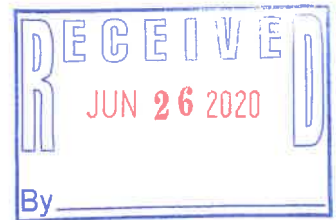
750 Lakeside Drive, SE • East Grand Rapids, Michigan 49506  
Telephone (616) 940-4817 Fax (616) 831-6121 [www.eastgr.org](http://www.eastgr.org)

Partners with





**LAND DIVISION  
1310 WOODCLIFF DRIVE, S.E.**



**CITY OF EAST GRAND RAPIDS  
LAND DIVISION REQUEST APPLICATION**

Date: 6/3/2020

*Note to Applicant: Please pay careful attention to answer the questions in this application as accurately and completely as possible. This will give you the best possibility of your application appearing on the earliest agenda for action by the City Commission.*

*All requests for a land division are subject to a public hearing. The applicant will be advised of the hearing date, time and location and is requested to present a verbal summary of the request to the City Commission at the public hearing. In addition, the City Services Office will publish notice of the public hearing in a newspaper of general circulation in the local unit of government, as well as, provide notice of the public hearing to all property owners within a 500 foot radius of the subject property not less than fifteen (15) days before the date the application will be considered.*

**A non-refundable filing fee of \$300.00 must accompany your application.**

Property Owner (1):	Greg Clarkin	Property Owner (2):	RYAN DELEON
Address:	1310 Woodcliff Drive SE	Address:	1318 Woodcliff Drive SE
Daytime Phone:	(616) 430-8002	Daytime Phone:	(248) 622-3474
Property Address (If different from above)		Property Address (If different from above)	
Permanent Parcel No.	41-18-03-226-007	Permanent Parcel No.	41-18-03-226-008

This Land Division/Lot Split is to:

Create additional buildable lot(s)

Relocate existing property line between residences

Other – Please describe: \_\_\_\_\_

**The following items shall be provided with the application (please attach all necessary documents):**

1. Legal description of property(ies).
2. A survey prepared by a registered surveyor of the parcel as it exists, including all buildings located on the parcel, and showing the proposed lot division or partition, including the minimum building setback lines as required for the zoning district in which the property is located for each parcel.

(over)

3. A copy of a title search showing restrictions and covenants applicable to the parcel. In addition, include any restrictions or covenants which the owner intends to place on the resulting parcels should the proposed land division be approved.
4. A statement of impact on properties in the surrounding area resulting from the proposed submission. This statement shall include, but not be limited to, a review of the standards set forth in Section 5.406A(3) of the code. (Copy attached.)
5. An environmental report may be requested if natural features (i.e. wetlands, floodplains, and drainage courses) are present.
6. Approved Land Division Tax Payment Certification Form from Kent County Treasurer (PA 23 of 2019).
7. Other information as may be requested by city staff such as information regarding the location of drainage courses.

  
 \_\_\_\_\_  
 Signature of Property Owner 1

6/4/2020  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 Signature of Property Owner 2

6/3/2020  
 \_\_\_\_\_  
 Date

Do not write below this line -- Office use only.

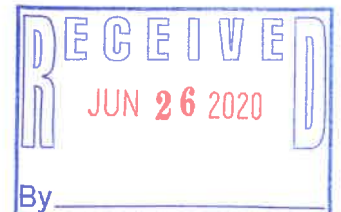
Commission Approval Date: \_\_\_\_\_

New Permanent Parcel ID # (s): \_\_\_\_\_

New Street Address(es): \_\_\_\_\_



City of East Grand Rapids  
 City Services  
 750 Lakeside Dr. SE, East Grand Rapids, MI 49506  
 Phone 616.940.4817 FAX 616.831-6121



### **Statement of Impact – 1310/1318 Woodcliff Drive**

There will be no physical impact to the current landscape including properties in the surrounding area. The proposed land division will not adversely affect adjacent uses or properties and will be consistent and harmonious with the character of adjacent properties in the surrounding area. There will be conformity of the resultant parcels with zoning ordinance standards and the creation of parcels consistent and in harmony with parcels within 500 feet of the proposed split. The location and size of the resultant parcels in relation to the size, shape and area of lots in the surrounding area of the proposed split will not affect others. There will not be impact to existence of and effect upon floodplain areas, wetlands, drainage courses, and terrain and the ability to develop building sites on each parcel without unreasonable disturbance of such features, and relationship of front, side, and rear yards to yards and orientation of buildings on other existing parcels adjoining the proposed parcels will remain unchanged.

Project No. 200638

Date: June 22, 2020

For: Ryan DeLeon  
1318 Woodcliff Dr SE  
Grand Rapids, MI 49506

Prop. Address: 1310 & 1318 Woodcliff Dr SE

Sheet 1 of 2

Prev. 170693

Prev. 161803



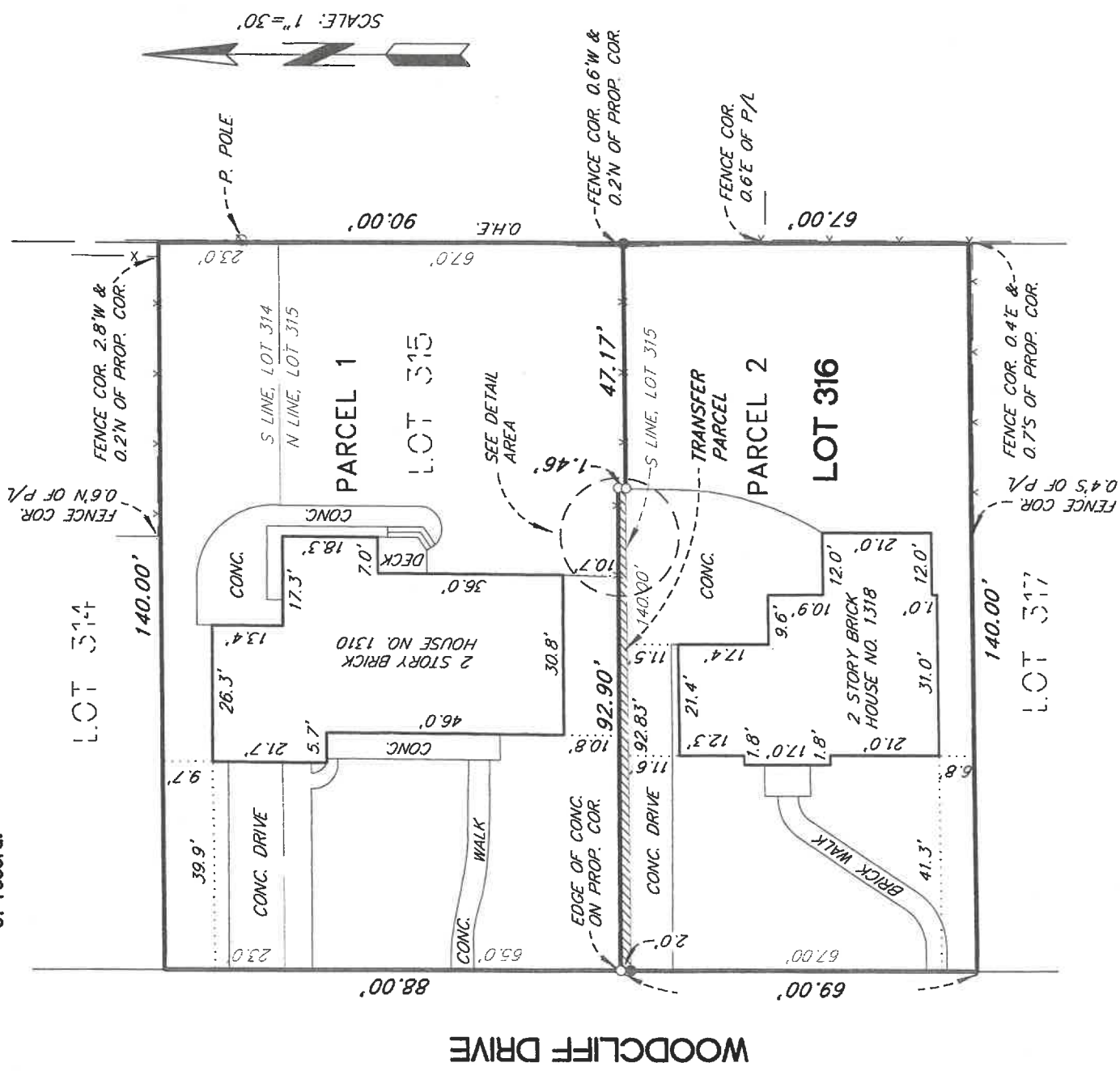
**LEGAL DESCRIPTIONS**  
(See Sheet 2 of 2)

**NOTE:**

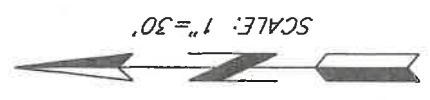
A title insurance policy was not provided at the time of this survey. One should be obtained to compare for accuracy of legal description and easements of record.

**NOTE:**

This is not a complete boundary survey. Only the irons and improvements along the adjusted property line were set and/or found. All other improvements were previously located and have not been re-certified as of the date herein.



WOODCLIFF DRIVE



**LEGEND**

- IRON STAKE - SET
- IRON FOUND
- ◻ WOOD STAKE
- R RECORDED DIMENSION
- D DEED DIMENSION
- P PLATTED DIMENSION
- M MEASURED DIMENSION
- ⊕ CENTERLINE
- x-x FENCE LINE

**Roosien & Associates**  
SURVEYING AND ENGINEERING

5055 PLAINFIELD AVENUE, NE  
GRAND RAPIDS, MICHIGAN 49525  
TELE: (616) 361-7220  
FAX (616) 361-1822



BY

I hereby certify that the buildings and improvements are located entirely thereon and that said buildings and improvements are within the property lines and that there are no existing encroachments upon the lands and property described unless otherwise shown hereon.

Project No. 200638

Date: June 22, 2020

For: Ryan DeLeon  
1318 Woodcliff Dr SE  
Grand Rapids, MI 49506

Prop. Address: 1310 & 1318 Woodcliff Dr SE

Sheet 2 of 2

Prev. 170693

Prev. 161803



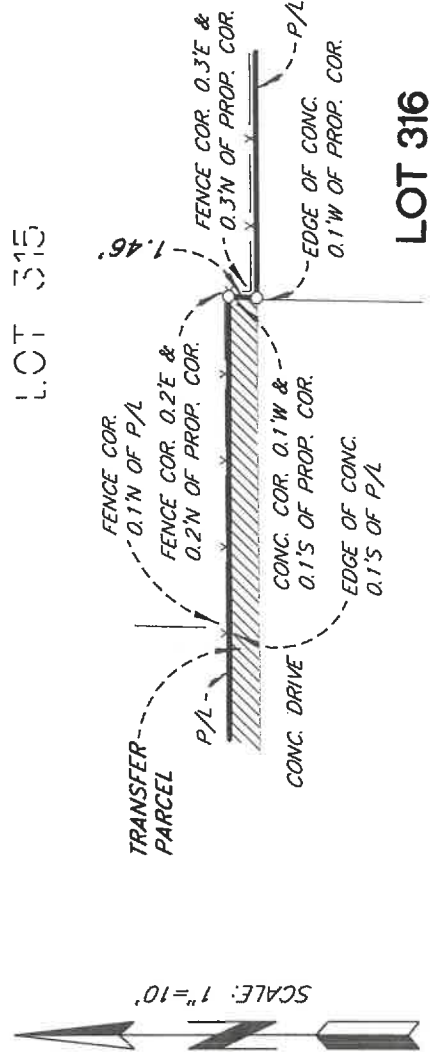
LEGAL DESCRIPTIONS

PARCEL 1: The South 23 feet of Lot 314 and all of Lot 315, EXCEPT that part described as: Beginning at the Southwest corner of said lot; thence North 2.00 feet along the West line of said lot; thence Easterly 92.90 feet; thence Southerly 1.46 feet to the South line of said lot, at a point which is 92.83 feet East along the South line of said lot, from the Southwest corner of said lot; thence West 92.83 feet along the South line of said lot to the Place of Beginning, Ravenswood Plat, City of East Grand Rapids, Kent County, Michigan, according to the recorded plat thereof.

PARCEL 2: Lot 316 and that part of Lot 315, Ravenswood Plat, City of East Grand Rapids, Kent County, Michigan, according to the recorded plat thereof, described as: Beginning at the Southwest corner of said lot; thence North 2.00 feet along the West line of said lot; thence Easterly 92.90 feet; thence Southerly 1.46 feet to the South line of said lot, at a point which is 92.83 feet East along the South line of said lot, from the Southwest corner of said lot; thence West 92.83 feet along the South line of said lot to the Place of Beginning.

TRANSFER PARCEL: Part of Lot 315, Ravenswood Plat, City of East Grand Rapids, Kent County, Michigan, according to the recorded plat thereof, described as: Beginning at the Southwest corner of said lot; thence North 2.00 feet along the West line of said lot; thence Easterly 92.90 feet; thence Southerly 1.46 feet to the South line of said lot, at a point which is 92.83 feet East along the South line of said lot, from the Southwest corner of said lot; thence West 92.83 feet along the South line of said lot to the Place of Beginning.

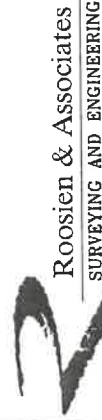
DETAIL AREA  
SCALE: 1"=10'



LOT 316

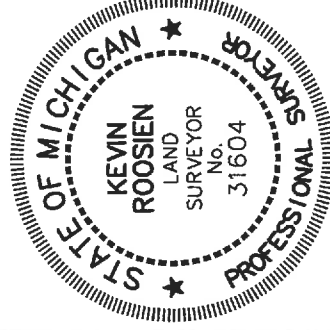
LEGEND

- · IRON STAKE - SET
- · IRON FOUND
- · WOOD STAKE
- R · RECORDED DIMENSION
- D · DEED DIMENSION
- P · PLATTED DIMENSION
- M · MEASURED DIMENSION
- ⊥ · CENTERLINE
- x-x · FENCE LINE



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SURVEYING AND ENGINEERING

5055 PLAINFIELD AVENUE, NE  
GRAND RAPIDS, MICHIGAN 49525  
TELE. (616) 361-7220  
FAX (616) 361-1822



BY

I hereby certify that the buildings and improvements are located entirely thereon and that said buildings and improvements are within the property lines and that there are no existing encroachments upon the lands and property described unless otherwise shown hereon.

PROPERTY DESCRIF

Lot 315 and the South 23 feet of Lots 314, Ravenswood Plat, according to the recorded plat thereof in Liber 32 of Plats, Page 5.

MEDEMA, VOTEN & ASSOCIATES

Consulting Engineers & Surveyors Since 1955  
252 State St., S.E.  
Grand Rapids, MI 49503      Date 7-21-98  
Phone (616) 451-0639  
Fax (616) 451-9225

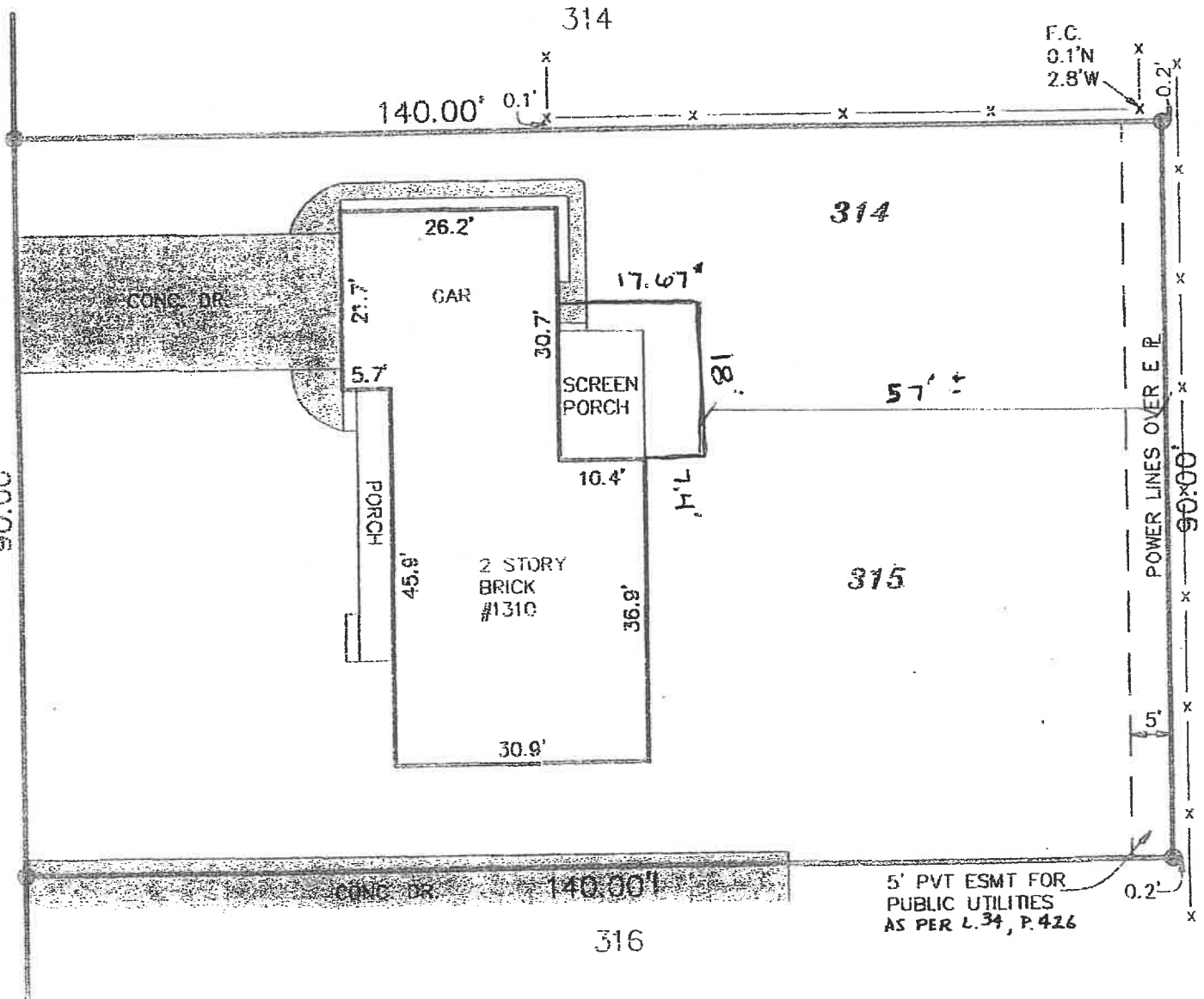
For: Greg and Linda Clarkin  
1310 Woodcliff Dr., SE

Ordered by: Toni  
Flagstar Bank  
5110 Cascade Rd., SE  
Grand Rapids, MI 49546



Scale 1" = 20'  
● Iron Stake  
--- Fence Line

WOODCLIFF AVE. (66' WIDE)  
90.00'



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, omissions and exceptions.

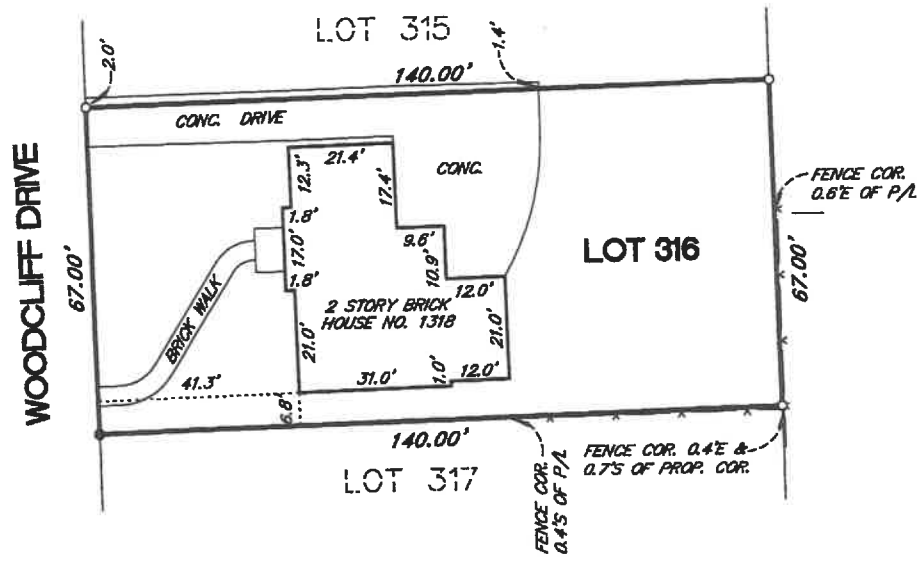


Project No. 161803  
 Date: January 17, 2017  
 For: Janet Baxter  
 Baxter & Klatter Law Office  
 607 Cascade West Parkway  
 Grand Rapids, MI 49546

RE: Margaret E Baxter Trust  
 Prop. Address: 1318 Woodcliff Dr SE

LEGAL DESCRIPTION FROM TAX RECORDS  
 Lot 316 Ravenswood Plat, City of East Grand Rapids, Kent County, Michigan,  
 according to the recorded plat thereof.

NOTE:  
 A title insurance policy was not provided at the time of this survey. One should be obtained to compare for accuracy of legal description and easements of record.



I hereby certify that the buildings and improvements are located entirely thereon and that said buildings and improvements are within the property lines and that there are no existing encroachments upon the lands and property described unless otherwise shown hereon.

<p><b>LEGEND</b></p> <ul style="list-style-type: none"> <li>○ - IRON STAKE - SET</li> <li>● - IRON FOUND</li> <li>□ - WOOD STAKE</li> <li>R - RECORDED DIMENSION</li> <li>D - DEED DIMENSION</li> <li>P - PLATTED DIMENSION</li> <li>M - MEASURED DIMENSION</li> <li>Ⓢ - CENTERLINE</li> <li>--- FENCE LINE</li> </ul>	<p><b>Roosien &amp; Associates</b>      SURVEYING AND ENGINEERING</p> <p>5055 PLAINFIELD AVENUE, NE      GRAND RAPIDS, MICHIGAN 49525      TELE. (616) 361-7220      FAX (616) 361-1822</p>	<p>STATE OF MICHIGAN      KEVIN ROOSIEN      LAND SURVEYOR      No. 31604      PROFESSIONAL SURVEYOR</p>	<p>BY </p>
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# Request for Zoning Ordinance Variance

City of East Grand Rapids



Date: 7/13/2020

**Note to Applicant:** Please pay careful attention to provide the necessary documents required and to answer the questions in this application as accurately and completely as possible. This will give you the best possibility of your application appearing on the earliest agenda for consideration by the City Commission.

All requests for a zoning variance are subject to a public hearing. The applicant will be advised of the hearing date, time and location and is requested to present a verbal summary of the request to the Board of Zoning Appeals prior to the public hearing. In addition, the City Services Office shall publish notice of the public hearing in a newspaper of general circulation in the local unit of government, as well as, provide notice of the public hearing to all property owners within a 300 foot radius of the subject property not less than fifteen (15) days before the date the application will be considered for approval per the Michigan Zoning Enabling Act. Per Sec. 5.100 of the City Code, a concurring vote of majority of the members of the Zoning Board of Appeals is required to approve a variance request.

The City Commission will only vote on your specific request and site plan. Your request will not be negotiated at the meeting or during public hearing. It is the applicant's responsibility to supply adequate information to justify their request and to answer the required sections of the Zoning Ordinance.

A non-refundable filing fee of \$500.00 must accompany your application. A \$700.00 post construction fee is also required for retroactive variance requests.

Applicant Name: Gregory B. Clarkin

Address: 1310 Woodcliff Dr S.E. East Grand Rapids, MI 49506

Property Address (if different than above):

\_\_\_\_\_

Daytime Phone: 616-430-8002

Email: gbclarkin@gmail.com

Legal Description of Property\*: \_\_\_\_\_

\_\_\_\_\_

Permanent Parcel (Tax) Number: 41-18-03-226-007

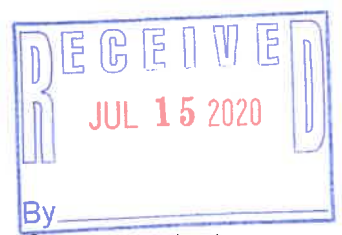
Briefly state the requested variance (Citing the specific section(s) of the Zoning Ordinance from which you are seeking a variance)\*:

Seeking a side yard set-back variance due to  
property line adjustment.

Chapter 50, Section 5.28 of Zoning Ordinance

\*(Use Attachments if Necessary)

(Continue to second page)



**Narrative Statement:**

**Sec. 5.103(c) of the City Code provides criteria for variance review, which are based on competent material and substantial evidence. Please attach a narrative statement that, A) details your request, and B) addresses these standards of review below:**

1. Special conditions or circumstances exist which are peculiar to the land, structure or building involved and which are not generally applicable to other lands, structures or buildings in the same district;
2. The special conditions or circumstances do not result from the actions of the applicant;
3. Authorizing a variance will not be of substantial detriment to the neighboring property and will not be contrary to the spirit and purpose of this chapter; and
4. With respect to use variances, the property cannot reasonably be used in a manner consistent with the existing zoning. (This standard is only for "use variances", not "dimensional variances")


**Site Plan:**

Two (2) copies of a detailed, *scaled* site plan and elevation drawing showing the nature of the variance request, including, but not limited to: property boundaries, existing and proposed structures, the distance from the property lines of each existing building or structure and of each proposed building or structure, height of all proposed structures, and show and label abutting street(s). *Additional information may be required by the Zoning Administrator.*

Pictures may be attached with your application to better demonstrate your request.

***The Board of Zoning Appeals may attach conditions to variance approvals.***

***Please be advised that substantial steps toward effecting the variance must be taken within twenty-four (24) months of approval of a variance, or the variance will become null and void per section 5.104 of the City Code.***

  
 \_\_\_\_\_  
 Signature of Applicant

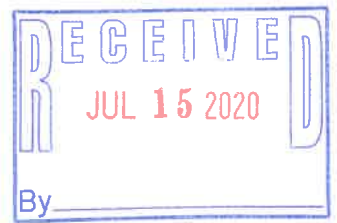
*Gregory B. Clarkin*  
 \_\_\_\_\_  
 Print Name

\_\_\_\_\_  
 Signature of Property Owner  
 (If Different from Applicant)

\_\_\_\_\_  
 Print Name

City of East Grand Rapids  
 City Services  
 750 Lakeside Dr. SE, East Grand Rapids, MI 49506  
 Phone 616.940.4817 FAX 616.831-6121





Narrative Statement:

1). The immediate neighbor at 1318 Woodcliff DR., has an existing driveway which is currently is partially on my lot at 1310 Woodcliff Dr. This condition has existed for many years now. If 1318 Woodcliff Dr were required to remove the infringing portion of their drive, it would significantly limit their access to their garage as the entrance to the garage is in the back of the home. The owners of 1318 Woodcliff Dr and I have agreed that it is both parties' interest to formally address the issue and request a variance to allow the owners at 1318 Woodcliff Dr to take ownership of the strip of land in question.

The main goal of this project is to adjust the shared property line so that the driveway is all on their property and to do this a side yard setback variance.

2). House currently exists. No new construction.

3). Although the requested variance will put 1310 Woodcliff Dr. into a slightly Non-Confirming posture with regard to Set-Backs, it will simultaneously bring 1318 Woodcliff Dr closer to conformity with the Set-Back guidelines.